

CITY OF HOUSTON

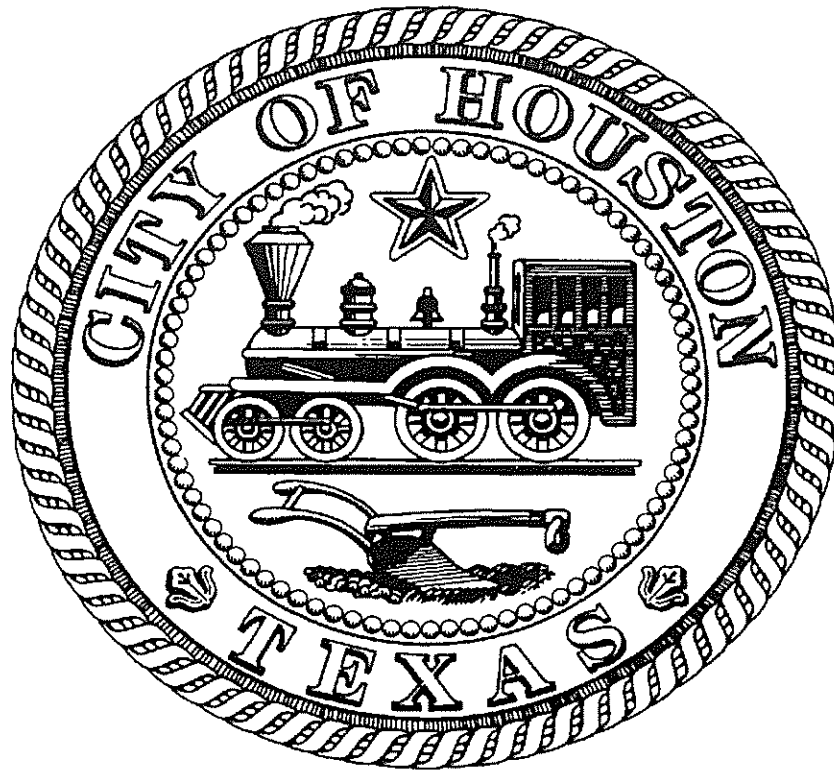
# PROPOSED OPERATING BUDGET



For the Period  
July 1, 2015 to June 30, 2016

Annise D. Parker

Mayor



Section 102.005(b) of the Texas Local Government Code, adopted in September 2007, requires any budget adopted after September 2007 to include the following language on a cover page:

“This budget will raise more total property taxes than last year’s budget by \$43,910,000 or 4.11% increase, and of that amount \$32,221,617 is tax revenue to be raised from new property added to the tax roll this year.”

The increase from last year’s estimate will be \$37,697,000 or 3.51%.

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## FY2016 PROPOSED BUDGET

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## FY2016 PROPOSED BUDGET

Annise D. Parker, Mayor

### Council Members

Brenda Stardig .....	District A
Jerry Davis .....	District B
Ellen R. Cohen .....	District C
Dwight Boykins.....	District D
Dave Martin .....	District E
Richard Nguyen.....	District F
Oliver Pennington.....	District G
Edward Gonzalez .....	District H
Robert Gallegos .....	District I
Mike Laster.....	District J
Larry V. Green.....	District K
Stephen C. Costello .....	At-Large, Position 1
David Robinson.....	At-Large, Position 2
Michael Kubosh.....	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/](http://www.houstontx.gov/budget/)



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Houston  
Texas**

For the Fiscal Year Beginning

**July 1, 2014**

A handwritten signature in black ink, reading 'Jeffrey R. Enos', is positioned above the title 'Executive Director'.

Executive Director

## DISTINGUISHED BUDGET PRESENTATION AWARD WINNER

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Houston for its annual budget presentation for the fiscal year beginning July 1, 2014.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, an operations guide, a financial plan and a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

Current and former employees of the Finance Department who contributed to the development of the FY2016 and FY2016 Annual Budgets are listed below:

Erikah Abdu	Janice Alderson	Jaime Alvarez
Kyria Askew	Valerie Berry	Jesse Bounds
Frank Bracco	Drew Brown	Stan Cain
James Clay	Ray Cruz	Kelly Dowe
Melissa Dubowski	Stephanie Emmers	Tantri Erlinawati-Emo
Paul Fagin	Jeremias Franca	Steve Francis
Christopher Gonzales	Demetrious Guidry-Moore	James Hutchinson III
Candice Johnson	Wade Jones	Will Jones
Angie Jones-Browne	Paula Lichanpanit	Veronica Lizama
Levi McGuire	Madhumathi Obla	Jennifer Olenick
Kelly Patel	Dinah Prejean	Marvin Ramirez
Thy-Huyen Ruiz	Alma Tamborello	Deborah Webb
Julia Zhou		

### Printing Staff

Lisa Johnson

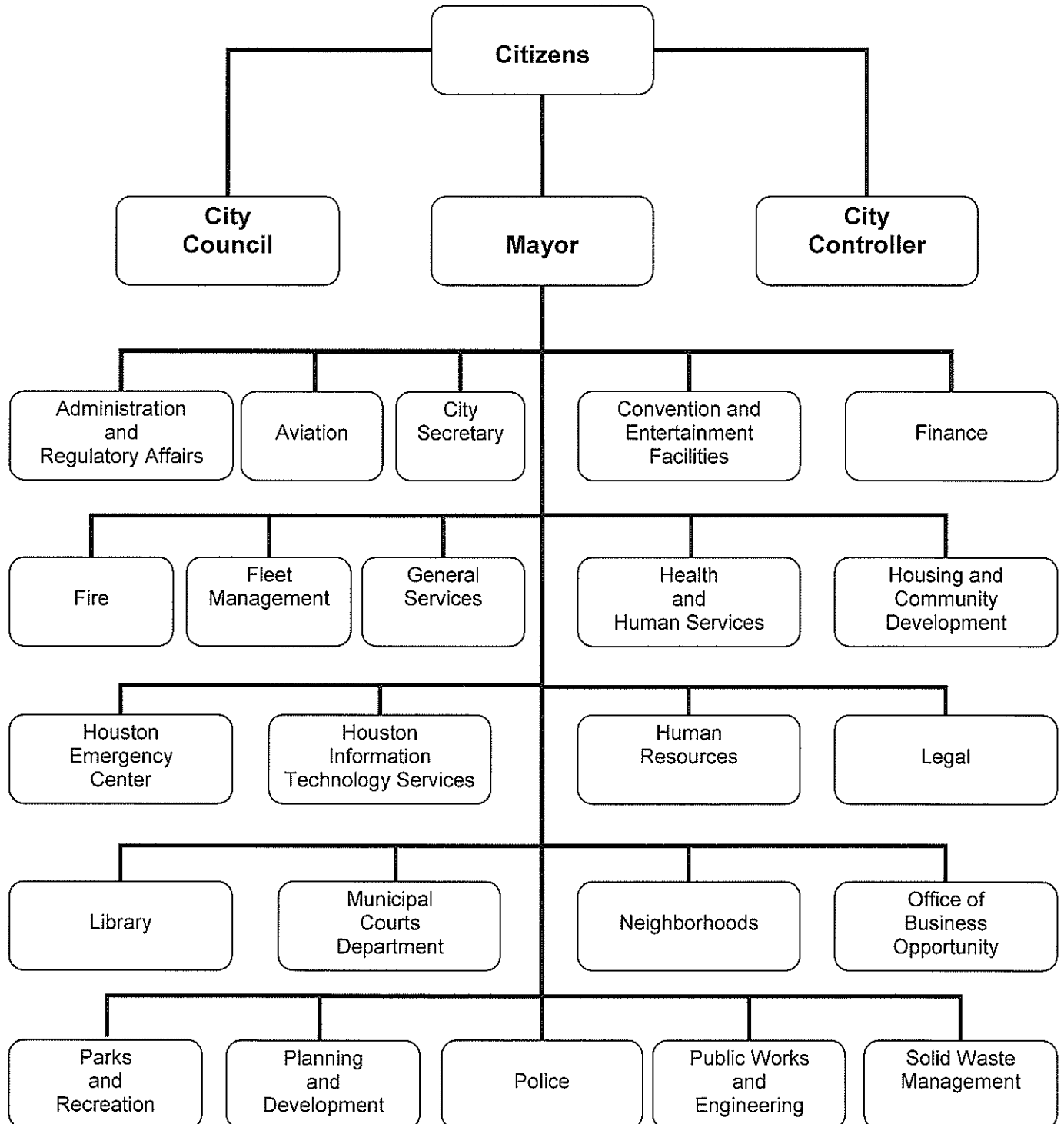
David T. Zepeda

### Cover Photograph

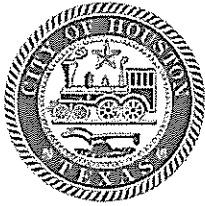
The City of Houston would like to thank photographer Richard Carson for this year's cover photograph.

The FY2016 Budget is printed on recycled paper.

## ORGANIZATION CHART







# CITY OF HOUSTON

**Annise D. Parker**

Mayor

P.O. Box 1562  
Houston, Texas 77251-1562

Telephone – Dial 311  
[www.houstontx.gov](http://www.houstontx.gov)

May 12, 2015

To: Citizens, Honorable Members of City Council and the Honorable City Controller

I am pleased to submit the proposed budget for the fiscal year which begins July 1, 2015, and ends June 30, 2016 (FY2016).

Putting a budget together always requires hard choices, but we have come so far from that first year in office when we had to lay off 776 City employees. Today, we are leaner and more efficient. There's a honed focus on performance improvement and data-driven management. We have new financial policies that require strengthened financial reserves, greater emphasis on maintenance of physical assets, increased long-term forecasting and planning, improved internal controls, and more transparency for taxpayers and elected officials.

Certain business sectors have slowed somewhat due to the decline in energy prices, but the overall Houston economy continues to expand. This growth is generating increased revenues for the City. Unfortunately, tax revenue limitations approved by Houston voters in 2004 limit our ability to utilize all of this additional revenue to meet the increased needs for services that naturally accompany the population growth that is the byproduct of our positive economic position.

## **FY2016 Budget Highlights**

This is a no-growth General Fund budget for programs and services because increased contractual obligations for employee compensation, health benefits and pension contributions are consuming nearly all available new income.

Due to the revenue limitations, Property Tax revenue is capped at \$1.1 billion. In order to keep incoming revenues in line with these limitations, I am proposing doubling the property tax exemption for seniors and the disabled from \$80,000 to \$160,000. This will provide \$251 of tax relief for the average senior household. Additionally, I anticipate a reduction in the overall City property tax rate. We will have a better idea of the magnitude of this decrease in the fall when it is time to formally set the rate for the 2015 tax year. Sales taxes are expected to continue to

grow but only by a modest 1.8 percent. This is a cautionary prediction based on the drop in oil prices.

In keeping with the new financial policies recently adopted by City Council, we will maintain an ending fund balance of 7.5% (fund balance divided by operating expenditures before debt service and pay-as-you-go capital projects) and will increase the Budget Stabilization Fund, formerly known as the Rainy Day Fund, by about half a million dollars to \$20.426 million.

The taxpayer-supported General Fund portion of the budget is increasing about \$130 million. More than 90 percent of this increase is attributed to contractually-mandated obligations and required transfers. The total budget including the General, Special and Enterprise Funds, amounts to \$5.1 billion. This includes a \$52 million increase in our required contributions to the various employee pension systems.

This budget will allow the Houston Police Department to spend \$2.8 million on the first phase of its body camera program, completion of a work demands analysis at the fire department, additional funding for the Maintenance Renewal and Replacement Fund, continuation of the City Council District Service Fund program started in FY2015 and a \$3.6 million increase in funding for pothole and skin patch repairs.

The budget also includes funding for the contractually-obligated pay increases in the new contract between the City and the Houston Police Officers Union. Negotiations are ongoing on a new contract that could provide pay increases for civilian city employees and I am open to discussing compensation issues with the firefighters union.

We have spent the last five years rebuilding our infrastructure and putting Houstonians to work. We've worked hard to create a safer, greener, healthier, more sustainable, efficient, fiscally-responsible Houston. Of course, we couldn't achieve every goal. But there's not a single problem that isn't better now than it was five years ago because we worked on it. This budget represents my commitment to continue the hard work up until my very last day in office.

Sincerely,

A handwritten signature in dark ink, appearing to read "Annise D. Parker". The signature is fluid and cursive, with the first name "Annise" being more prominent.

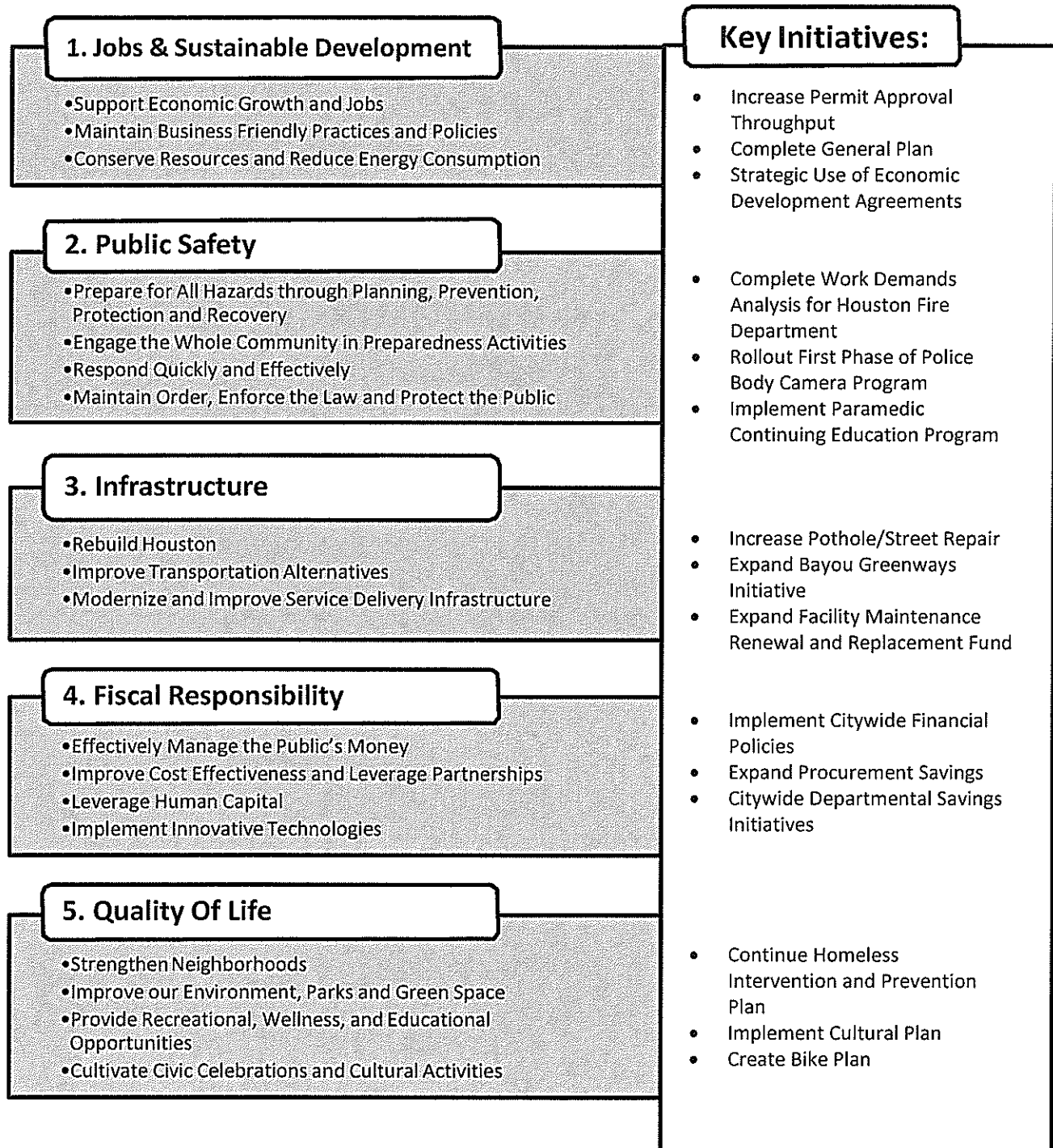
Annise D. Parker  
Mayor





## Mayor's Priorities and Citywide Strategic Objectives

The Mayor's Five Priorities for the City of Houston are Jobs & Sustainable Development, Public Safety, Infrastructure, Fiscal Responsibility, and Quality of Life. The Mayor and City Leadership developed the priorities and underlying Citywide Strategic Objectives in order to align department initiatives and employees to strategic goals.

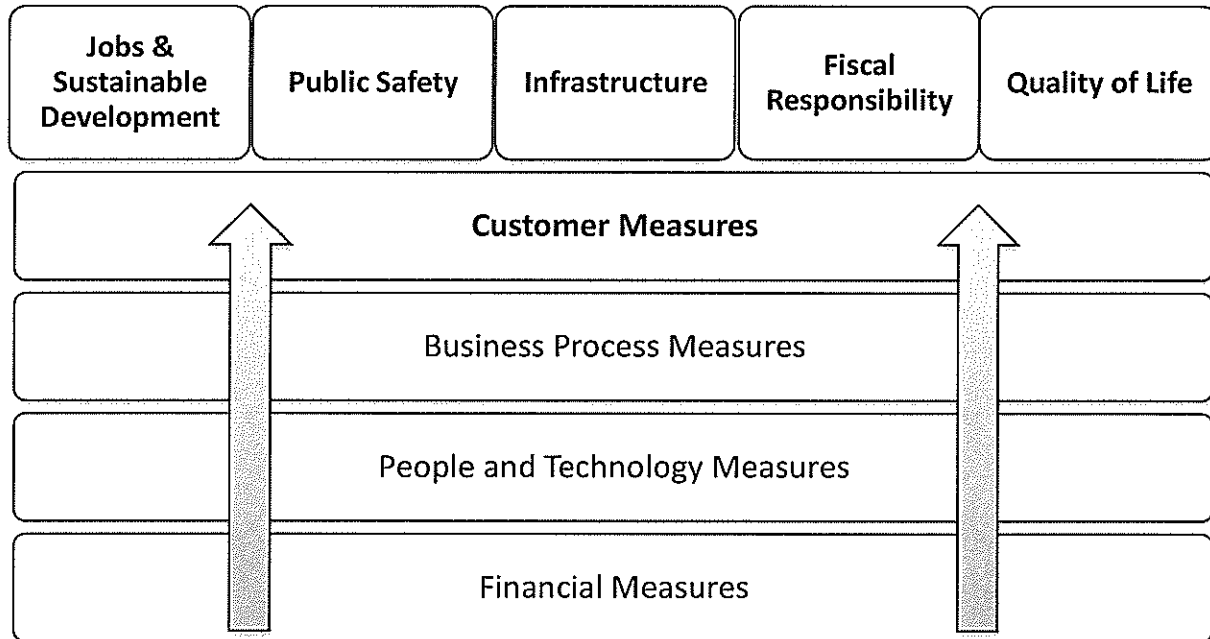


## Citywide Performance Measures

The Citywide Performance Measures are broken into four categories with the topmost ('Customer') seeking to measure the City's impact on its customers in relation to the Mayor's Five Priorities (citizens and businesses). The measure categories below serve as the basis for achievement of the Priorities. Each measure category, starting from the bottom, serves as the foundation for the categories above.

The City's financial resources serve as the foundation for operational performance. The City's budgeting and management of these financial resources enable the organization to hire and develop the right people and implement efficiency generating technologies. The City's ability to effectively execute high quality and timely business processes is determined by the people, technology and financial resources that have been put in place. Finally, the City's performance in service of its customers (aligned to City Priorities) is determined by the effectiveness of City business processes and the people, technology and financial resources that the City manages.

A strategy map to illustrate is depicted below:



The City of Houston's approach to align organizational performance with the Mayor's Five Priorities and Citywide Strategic Objectives through the above strategy map is based on the Balanced Scorecard methodology. Departments align their organizational goals and performance measures to the Mayor's Priorities to ensure the City's strategic objectives are accomplished, and to identify areas of improvement within the organization.

## Citywide Performance Measures

Departmental Performance Measures are included within the Citywide Performance Measures. Citywide Performance Measures are broken into four categories of metrics: Customer, Business Process, People and Technology, and Financial Measures. Customer Measures are foremost in importance, with the other categories serving as foundational dependencies to customer performance.

Measures are ordered by the Mayor's Five Priorities and grouped by similarity:

<b>Customer Measures</b>	<b>Priority</b>	<b>FY2014 Actual</b>	<b>FY2015 Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Houston Metropolitan Area Employment Rate	J	94.6%	95.0%	95.5%	95.0%
Average Job Applications per City Job Posting	J	N/A	75	80	80
911 Emergency Calls Answered within 10 Seconds	P	98%	90%	97%	90%
Police Priority 1 Calls Responded to within 5 Minutes	P	60.2%	65.5%	59.4%	65.5%
Police UCR Part 1 Crimes per 100,000	P	6,005	6,118	5,945	5,945
EMS Response Time (minutes)	P	7.2	7.1	7.2	7.3
Fire Response Time (minutes)	P	7.2	7.3	7.3	7.3
311 Call Wait Time (seconds)	I	75	90	68	75
311 Service Level Performance (% meeting SLA)	I	90%	80%	89%	90%
Potholes Repaired Within 30 Days of 311 Request	I	N/A	95%	42%	95%
BARC Live Release Rate	Q	57%	53%	80%	62%
Average Computer Wait Time at Libraries (minutes)	Q	1.3	1.5	1.5	1.5
Solid Waste Recycling Units (% of total units served)	Q	72%	99%	99%	100%
Solid Waste Recycling Rate (% of total tonnage)	Q	30%	30%	30%	30%

<b>Business Process Measures</b>	<b>Priority</b>	<b>FY2014 Actual</b>	<b>FY2015 Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Commercial Plan Reviews Completed	J	19,864	23,400	21,951	19,862
Residential Plan Reviews Completed	J	13,361	14,600	14,694	14,424
Dangerous Buildings Demolished	P	833	650	525	425
Food Facility Inspections Completed On Time	P	100%	100%	99%	100%
Municipal Courts Caseload Disposition Rate	P	125%	100%	103%	100%
Parking Citations Issued	P	199,939	200,000	200,000	200,000
Water Repairs Completed	I	11,935	13,000	11,655	13,700
Water Gallons Delivered	I	166M	170M	165M	172M
Waste Water Gallons Collected and Treated	I	82M	87M	81M	81M
BARC Spay and Neuter Procedures Completed	Q	8,859	10,694	12,144	14,560
Library Total Circulation	Q	4.1M	4.2M	4.2M	4.5M
Parks Grounds Maintenance Cycle (Days)	Q	20	21	21	21

Mayor's Five Priorities:

Jobs and Sustainable Development (J)  
Infrastructure (I)      Quality of Life (Q)

Public Safety (P)  
Fiscal Responsibility (F)

## Citywide Performance Measures

<b>People and Technology Measures</b>	<b>Priority</b>	<b>FY2014 Actual</b>	<b>FY2015 Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Civilian Full-Time Equivalents (FTEs)	F	10,037.6	10,992.6	10,435.5	10,985.3
Classified Firefighter Full-Time Equivalents (FTEs)	F	3,772.0	3,876.2	3,871.7	3,996.9
Classified Police Full-Time Equivalents (FTEs)	F	5,155.8	5,214.9	5,213.9	5,256.3
Civilian Attrition Rate	F	14.0%	9.0%	14.4%	9.0%
Classified Firefighter Attrition Rate	F	3.0%	3.0%	2.7%	3.0%
Classified Police Attrition Rate	F	3.2%	3.0%	2.4%	3.0%
Civilian Average Annual Base Compensation	F	\$46,500	\$47,213	\$47,172	\$48,452
Civilian FTEs Per 1,000 Population	F	4.6	4.9	4.7	4.9
Classified Firefighters Per 1,000 Population	F	1.7	1.7	1.7	1.8
Classified Police Per 1,000 Population	F	2.3	2.3	2.3	2.4
Civilian Overtime Budget vs Actual Utilization	F	143%	98%	118%	98%
Classified Overtime Budget vs Actual Utilization	F	118%	98%	98%	98%
Civilian Personnel Budget vs Actual Utilization	F	90%	98%	95%	98%
Classified Personnel Budget vs Actual Utilization	F	103%	98%	100%	98%

<b>Financial Measures</b>	<b>Priority</b>	<b>FY2014 Actual</b>	<b>FY2015 Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
General Fund Balance % of Expenditures	F	12.22%	7.70%	12.05%	7.50%
General Fund Surplus or (Deficit)	F	\$17M	(\$48M)	\$17M	(\$86M)
Expenditures Budget vs Actual Utilization	F	135%	98%	99%	98%
Revenues Budget vs Actual Utilization	F	112%	100%	102%	100%
Expenditures Per Capita	F	\$2,014	\$2,162	\$2,134	\$2,291
Revenues Per Capita	F	\$1,781	\$1,823	\$1,851	\$1,890
MWSBE Contract Participation % - Construction	F	24%	34%	34%	34%
Pension Payments as % of Expenditures	F	6.2%	6.9%	6.9%	7.5%
Pension Payments Per Capita	F	\$124	\$149	\$147	\$172
General Obligation Debt as % of Appraised Value	F	1.7%	1.6%	1.6%	1.6%
Tax Supported Per Capita Debt	F	\$1,503	\$1,458	\$1,458	\$1,422

### Mayor's Five Priorities:

Jobs and Sustainable Development (J)  
Infrastructure (I)      Quality of Life (Q)

Public Safety (P)  
Fiscal Responsibility (F)

See Appendix section page XV - 17 - for Definitions of Performance Measures.



**FISCAL YEAR 2016 BUDGET**

**Table I  
EXPENDITURE SUMMARY BY DEPARTMENT**

	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Public Safety</b>				
<b>Police Department</b>				
General Fund	723,066,281	748,020,492	748,020,492	<b>806,991,579</b>
Special Revenue Fund(s)	46,567,751	47,988,014	42,112,836	<b>47,031,349</b>
Total Police Department	<b>769,634,032</b>	<b>796,008,506</b>	<b>790,133,328</b>	<b>854,022,928</b>
<b>Fire Department</b>				
General Fund	452,316,248	505,365,077	505,187,077	<b>509,589,903</b>
<b>Houston Emergency Center</b>				
General Fund	12,171,236	12,517,759	12,517,759	<b>12,363,637</b>
Special Revenue Fund(s)	23,800,390	26,398,844	26,398,844	<b>26,245,042</b>
Total Houston Emergency Center	<b>35,971,626</b>	<b>38,916,603</b>	<b>38,916,603</b>	<b>38,608,679</b>
<b>Municipal Courts Department</b>				
General Fund	24,616,576	27,929,496	27,929,496	<b>29,440,764</b>
Special Revenue Fund(s)	3,437,505	3,846,765	3,489,702	<b>3,760,886</b>
Total Municipal Courts Department	<b>28,054,081</b>	<b>31,776,261</b>	<b>31,419,198</b>	<b>33,201,650</b>
<b>Total Public Safety</b>	<b>1,285,975,987</b>	<b>1,372,066,447</b>	<b>1,365,656,206</b>	<b>1,435,423,160</b>
<b>Development &amp; Maintenance Services</b>				
<b>Public Works &amp; Engineering</b>				
Enterprise Fund(s)	1,598,450,029	1,726,044,056	1,682,519,009	<b>1,844,766,400</b>
General Fund	33,890,572	34,247,183	34,247,183	<b>35,286,100</b>
Special Revenue Fund(s)	66,039,672	81,425,600	79,030,703	<b>94,234,600</b>
Total Public Works & Engineering	<b>1,698,380,273</b>	<b>1,841,716,839</b>	<b>1,795,796,895</b>	<b>1,974,287,100</b>
<b>Solid Waste Management</b>				
General Fund	73,556,426	74,792,133	74,792,133	<b>76,657,664</b>
Special Revenue Fund(s)	1,037,676	3,176,436	3,176,436	<b>3,364,720</b>
Total Solid Waste Management	<b>74,594,102</b>	<b>77,968,569</b>	<b>77,968,569</b>	<b>80,022,384</b>
<b>General Services</b>				
General Fund	49,874,377	41,610,226	41,610,226	<b>41,245,863</b>
Special Revenue Fund(s)	0	12,779,542	12,779,542	<b>14,782,143</b>
Total General Services	<b>49,874,377</b>	<b>54,389,768</b>	<b>54,389,768</b>	<b>56,028,006</b>
<b>Planning &amp; Development</b>				
General Fund	7,505,571	8,462,112	8,062,112	<b>8,464,080</b>
Special Revenue Fund(s)	150,989	313,297	313,297	<b>603,000</b>
Total Planning & Development	<b>7,656,560</b>	<b>8,775,409</b>	<b>8,375,409</b>	<b>9,067,080</b>
<b>Total Development &amp; Maintenance Services</b>	<b>1,830,505,312</b>	<b>1,982,850,585</b>	<b>1,936,530,641</b>	<b>2,119,404,570</b>
<b>Human &amp; Cultral Services</b>				
<b>Department of Neighborhoods</b>				
General Fund	11,153,982	12,221,274	12,151,274	<b>12,238,144</b>
<b>Housing &amp; Community Development</b>				
General Fund	1,284,936	662,658	662,658	<b>688,519</b>
Total Housing & Community Development	<b>1,284,936</b>	<b>662,658</b>	<b>662,658</b>	<b>688,519</b>
<b>Library</b>				
General Fund	37,905,630	39,833,624	39,383,624	<b>40,002,998</b>
Special Revenue Fund(s)	614,311	803,027	508,214	<b>491,203</b>
Total Library	<b>38,519,941</b>	<b>40,636,651</b>	<b>39,891,838</b>	<b>40,494,201</b>
<b>Parks and Recreation</b>				
General Fund	65,875,608	70,505,573	69,905,573	<b>70,676,267</b>
Special Revenue Fund(s)	6,948,613	11,929,380	11,187,295	<b>11,310,419</b>
Total Parks and Recreation	<b>72,824,221</b>	<b>82,434,953</b>	<b>81,092,868</b>	<b>81,986,686</b>

**FISCAL YEAR 2016 BUDGET**

**Table I  
EXPENDITURE SUMMARY BY DEPARTMENT**

	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Health and Human Services</b>				
General Fund	52,984,931	60,132,254	60,132,254	<b>61,763,483</b>
Special Revenue Fund(s)	13,348,450	28,131,055	23,538,890	<b>32,149,188</b>
Total Health and Human Services	<b>66,333,381</b>	<b>88,263,309</b>	<b>83,671,144</b>	<b>93,912,671</b>
<b>Convention &amp; Entertainment</b>				
Enterprise Fund(s)	97,007,802	102,684,476	102,684,476	<b>105,746,489</b>
<b>Total Human &amp; Cultral Services</b>	<b>287,124,263</b>	<b>326,903,321</b>	<b>320,154,258</b>	<b>335,066,710</b>
<b>Administrative Services</b>				
<b>Mayor's Office</b>				
General Fund	7,073,111	8,068,713	8,068,713	<b>8,123,662</b>
Special Revenue Fund(s)	6,586,220	6,992,401	6,992,401	<b>7,849,907</b>
Total Mayor's Office	<b>13,659,331</b>	<b>15,061,114</b>	<b>15,061,114</b>	<b>15,973,569</b>
<b>Office of Business Opportunity</b>				
General Fund	2,549,604	2,894,931	2,894,931	<b>2,931,901</b>
Special Revenue Fund(s)	1,419,560	1,352,577	1,352,577	<b>1,078,186</b>
Total Office of Business Opportunity	<b>3,969,164</b>	<b>4,247,508</b>	<b>4,247,508</b>	<b>4,010,087</b>
<b>City Council</b>				
General Fund	6,208,287	11,958,208	11,958,208	<b>12,346,872</b>
<b>City Controller</b>				
General Fund	8,133,858	8,589,610	8,589,610	<b>8,665,049</b>
<b>Finance Department</b>				
General Fund	16,387,797	19,804,357	19,633,157	<b>20,524,721</b>
Total Finance Department	<b>16,387,797</b>	<b>19,804,357</b>	<b>19,633,157</b>	<b>20,524,721</b>
<b>Administration and Regulatory Affairs</b>				
General Fund	25,068,924	30,103,841	30,103,841	<b>29,525,674</b>
Special Revenue Fund(s)	28,522,007	32,216,064	31,484,235	<b>33,294,219</b>
Total Administration and Regulatory Affairs	<b>53,590,931</b>	<b>62,319,905</b>	<b>61,588,076</b>	<b>62,819,893</b>
<b>Houston Information Technology Services</b>				
General Fund	23,696,056	24,565,390	23,565,000	<b>24,164,483</b>
Total Houston Information Technology Services	<b>23,696,056</b>	<b>24,565,390</b>	<b>23,565,000</b>	<b>24,164,483</b>
<b>City Secretary</b>				
General Fund	754,863	893,091	893,091	<b>888,982</b>
Total City Secretary	<b>754,863</b>	<b>893,091</b>	<b>893,091</b>	<b>888,982</b>
<b>Human Resources</b>				
General Fund	3,300,463	3,589,695	3,530,121	<b>3,589,025</b>
Total Human Resources	<b>3,300,463</b>	<b>3,589,695</b>	<b>3,530,121</b>	<b>3,589,025</b>
<b>Legal</b>				
General Fund	14,931,228	16,317,657	15,566,373	<b>16,181,210</b>
<b>Total Administrative Services</b>	<b>144,631,978</b>	<b>167,346,535</b>	<b>164,632,258</b>	<b>169,163,891</b>
<b>Other</b>				
<b>Houston Airport System</b>				
Enterprise Fund(s)	462,704,341	484,633,726	484,633,726	<b>501,726,649</b>
<b>General Debt Service</b>				
General Fund	243,813,000	264,500,000	264,500,000	<b>346,000,000</b>
<b>General Government</b>				
General Fund	167,280,972	231,008,206	230,529,422	<b>210,302,551</b>
<b>Total Other</b>	<b>873,798,313</b>	<b>980,141,932</b>	<b>979,663,148</b>	<b>1,058,029,200</b>
<b>Grand Total Expenditures</b>	<b>4,422,035,853</b>	<b>4,829,308,820</b>	<b>4,766,636,511</b>	<b>5,117,087,531</b>

Totals include General, Special and Enterprise Funds. Totals do not include Service Chargeback and Internal Service Funds.

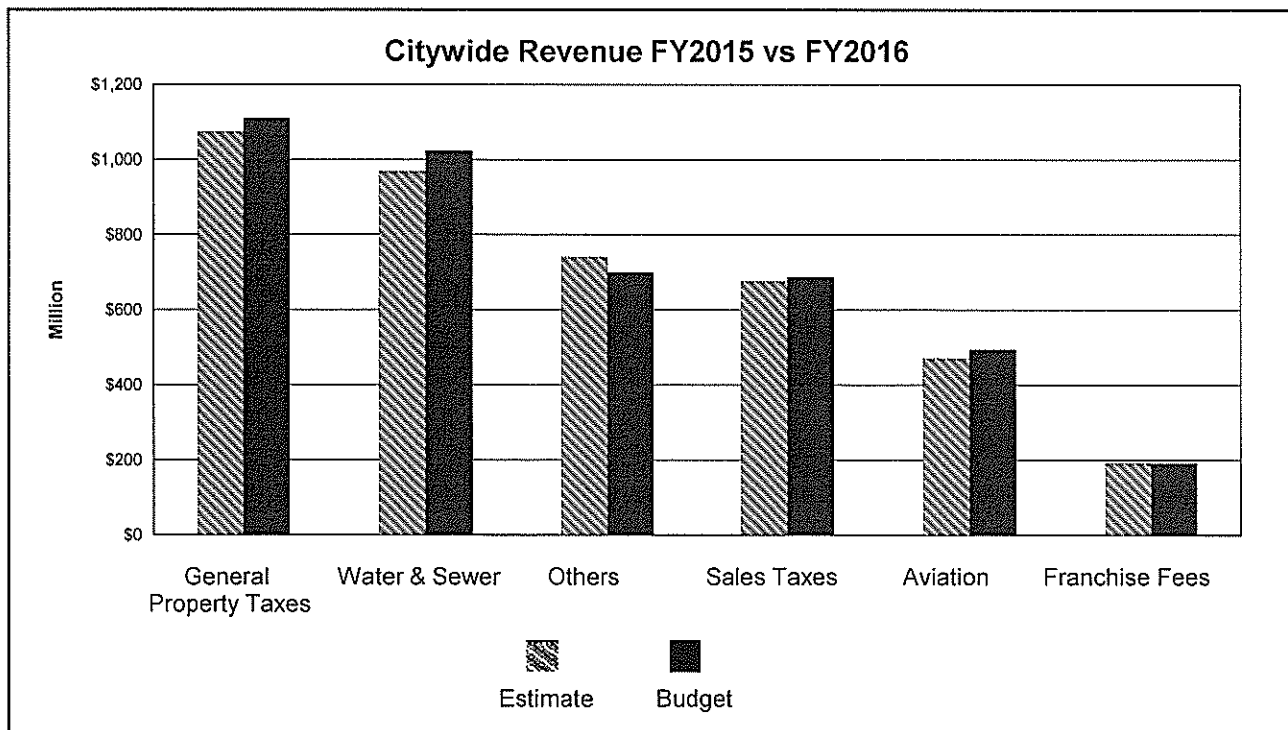


**TABLE II**  
**CITYWIDE REVENUE SUMMARY**

Listed below are the resources for all City funds by category. All City funds include General, Special, and Enterprise excluding interfund transfers. The largest revenue source for the City is general property taxes, which are projected to increase by approximately 3.45%. The second largest source of revenues is collection from the City's Combined Utility System for water and sewer charges, which are projected to increase by approximately 5.79%. Together these two sources account for approximately 50.70% of all City revenues.

<b>CITYWIDE REVENUE BY SUMMARY</b> (\$in Million)						
<b>Revenue Category</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>	<b>FY2016 vs FY2015</b>	<b>% of Total</b>
General Property Taxes	976	1,067	1,074	1,111	3.45%	26.38%
Water & Sewer	969	994	968	1,024	5.79%	24.32%
Sales Taxes	629	667	677	689	1.77%	16.36%
Aviation	452	475	471	495	5.10%	11.75%
Charges for Services	213	217	222	218	-1.80%	5.18%
Franchise Fees	194	190	192	192	0.00%	4.56%
Licenses and Permits	116	109	122	116	-4.92%	2.75%
Other Tax	104	105	107	110	2.80%	2.61%
Intergovernmental	91	95	102	106	3.92%	2.52%
Other	71	64	114	70	-38.6%	1.66%
Fines and Forfeits	49	50	45	46	2.22%	1.09%
Industrial Assessment	17	15	16	18	12.50%	0.43%
Interest Income	23	15	16	16	0.00%	0.39%
<b>Total Revenue</b>	<b>3,904</b>	<b>4,063</b>	<b>4,126</b>	<b>4,211</b>	<b>2.06%</b>	<b>100.00%</b>

Total may reflect slight variances due to rounding.

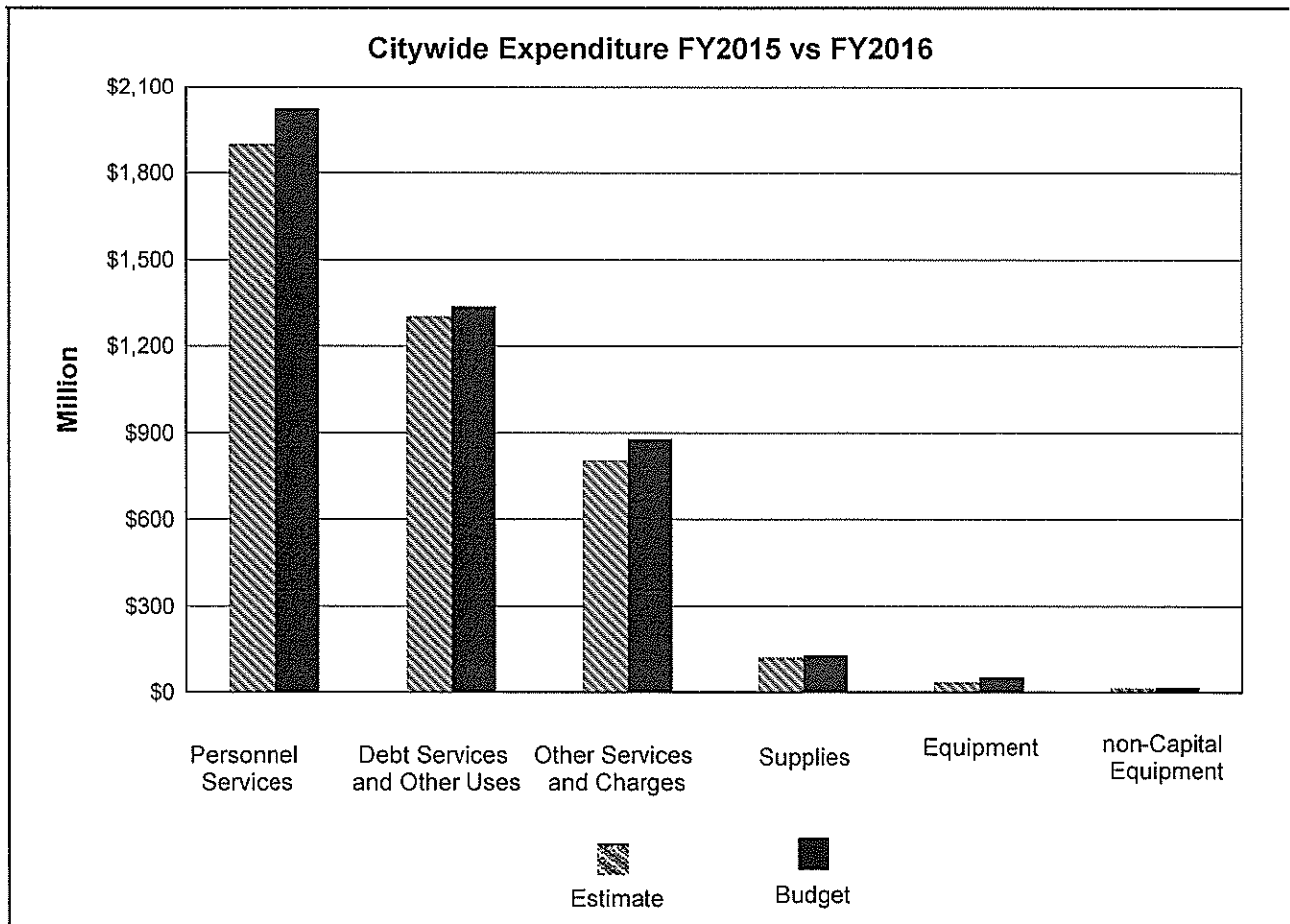


**TABLE III  
CITYWIDE EXPENDITURE SUMMARY**

Listed below are the expenditures for all City funds by category. All City funds include General, Special, and Enterprise excluding interfund transfers between those funds. Totals do not include Service Chargeback and Internal Service Funds. Personnel services, accounting for less than 50%, is the largest expenditure category projected at 45.59%. The second largest City expenditure is on payment of principal and interest on long-term debt, which is 30.13% of total expenditures. Together these two categories account for approximately 75.72% of all City expenditures.

<b>CITYWIDE EXPENDITURE BY CATEGORY (\$in Million)</b>						
<b>Expenditure Category</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>	<b>FY2016 vs FY2015</b>	<b>% of Total</b>
Personnel Services	1,789	1,936	1,899	2,023	6.53%	45.59%
Debt Service and Other Uses	1,224	1,290	1,303	1,337	2.61%	30.13%
Other Services and Charges	714	819	806	880	9.18%	19.83%
Supplies	118	126	120	128	6.67%	2.88%
Equipment	29	43	34	52	52.94%	1.17%
Non-Capital Equipment	12	17	14	17	21.43%	0.40%
<b>Total Expenditure</b>	<b>3,886</b>	<b>4,231</b>	<b>4,176</b>	<b>4,437</b>	<b>6.25%</b>	<b>100.00%</b>

Total may reflect slight variances due to rounding.



**FISCAL YEAR 2016 BUDGET**

**TABLE IV  
CITYWIDE PERSONNEL SUMMARY**

Fund / Business Area	Full-Time Equivalents (FTEs)				Overtime FTEs		
	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget	FY2014 Actual	FY2015 Current Budget	FY2016 Budget
<b>GENERAL FUND</b>							
<b>Public Safety</b>							
Fire/Cadets	135.0	177.8	164.5	132.0	0.0	0.0	0.0
Fire/Civilian	119.3	115.6	109.9	114.2	0.5	0.5	0.4
Fire/Classified	3,772.0	3,876.2	3,871.7	3,996.9	277.0	288.6	254.6
Municipal Courts Department	294.8	300.6	298.8	297.5	0.1	0.1	0.2
Police/Cadets	88.1	101.5	101.5	136.4	0.0	0.0	0.0
Police/Civilian	1,005.0	1,119.5	1,119.5	1,164.1	32.5	28.8	29.7
Police/Classified	5,063.3	5,142.6	5,142.6	5,181.3	104.6	101.0	103.7
<b>Total Public Safety</b>	<b>10,477.5</b>	<b>10,833.8</b>	<b>10,808.5</b>	<b>11,022.4</b>	<b>414.7</b>	<b>419.0</b>	<b>388.6</b>
<b>Development &amp; Maintenance Services</b>							
General Services	193.5	137.6	129.9	140.6	6.3	3.5	3.6
Planning & Development	76.1	78.8	71.2	78.9	0.0	0.0	0.0
Public Works and Engineering	13.5	15.0	15.0	15.0	0.2	0.1	0.1
Solid Waste Management	433.1	438.6	438.6	452.6	25.8	26.0	29.6
<b>Total Development &amp; Maintenance Services</b>	<b>716.2</b>	<b>670.0</b>	<b>654.7</b>	<b>687.1</b>	<b>32.3</b>	<b>29.6</b>	<b>33.3</b>
<b>Human &amp; Cultural Services</b>							
Health & Human Services	484.4	470.8	470.8	467.3	7.6	2.4	2.9
Housing & Community Development	2.0	2.0	2.0	2.0	0.0	0.0	0.0
Library	474.1	485.9	478.4	477.8	0.0	0.6	0.0
Neighborhoods	102.8	115.0	115.0	111.3	0.7	2.4	1.5
Parks & Recreation	658.2	709.3	705.1	710.2	12.1	3.6	5.5
<b>Total Human &amp; Cultural Services</b>	<b>1,721.5</b>	<b>1,783.0</b>	<b>1,771.3</b>	<b>1,768.6</b>	<b>20.4</b>	<b>9.0</b>	<b>9.9</b>
<b>Administrative Services</b>							
Administration and Regulatory Affairs	200.7	203.6	203.3	211.1	0.8	5.0	0.7
City Controller	65.3	64.5	64.5	64.4	0.0	0.0	0.0
City Council	74.6	87.5	87.5	91.2	0.0	0.0	0.0
City Secretary	10.7	12.0	12.0	11.2	0.0	0.0	0.0
Finance Department	106.5	117.9	113.3	121.5	0.0	0.0	0.0
Houston Information Technology Services	153.6	173.2	165.2	171.8	2.7	1.1	2.7
Human Resources	29.5	35.0	35.0	35.5	0.0	0.0	0.0
Legal	119.7	127.5	122.4	128.6	0.0	0.0	0.0
Mayor's Office	57.6	48.9	48.9	51.6	0.9	0.5	0.0
Office of Business Opportunity	26.4	30.0	30.0	30.0	0.0	0.0	0.0
<b>Total Administrative Services</b>	<b>844.6</b>	<b>900.1</b>	<b>882.1</b>	<b>916.9</b>	<b>4.4</b>	<b>6.6</b>	<b>3.4</b>
<b>Total GENERAL FUND</b>	<b>13,759.8</b>	<b>14,186.9</b>	<b>14,116.6</b>	<b>14,395.0</b>	<b>471.8</b>	<b>464.2</b>	<b>435.2</b>

**FISCAL YEAR 2016 BUDGET**

**TABLE IV  
CITYWIDE PERSONNEL SUMMARY**

Fund / Business Area	Full-Time Equivalents (FTEs)				Overtime FTEs		
	FY2015				FY2015		
	FY2014 Actual	Current Budget	FY2015 Estimate	FY2016 Budget	FY2014 Actual	Current Budget	FY2016 Budget
<b>ENTERPRISE FUNDS</b>							
Aviation	1,272.5	1,404.5	1,221.5	1,299.9	90.7	45.0	54.7
PW&E - Public Utilities-Water & Sewer	2,046.9	2,259.3	2,082.9	2,225.9	165.6	128.6	103.1
<b>Total Enterprise Funds</b>	<b>3,319.4</b>	<b>3,663.8</b>	<b>3,304.4</b>	<b>3,525.8</b>	<b>256.3</b>	<b>173.6</b>	<b>157.8</b>
<b>SPECIAL REVENUE FUNDS</b>							
ARA - BARC Special Revenue	84.5	110.1	104.2	112.8	0.1	0.0	0.1
ARA - Parking Management	69.3	75.0	70.5	75.0	1.0	0.9	0.9
GSD - Maintenance Renewal and Replacement	0.0	74.8	69.7	77.0	0.0	3.8	3.5
HLT - Essential Public Health Services Fund	47.2	142.5	112.5	182.0	0.0	0.0	0.0
HLT - Health Special Revenue	12.1	14.1	13.1	21.9	0.0	0.0	0.0
HLT - Special Waste	26.7	37.1	37.1	37.7	0.8	0.6	0.5
HLT - Swimming Pool Safety	8.9	14.1	14.1	14.1	0.1	0.0	0.2
Houston Emergency Center	234.0	239.0	239.0	245.0	9.8	10.8	9.5
Library - Digital Houston	3.9	5.0	3.0	3.0	0.0	0.0	0.0
Mayor's Office - Cable Television	16.3	17.0	17.0	19.0	0.2	0.1	0.4
Mayor's Office - Houston Civic Events	0.0	15.7	15.7	21.0	0.0	0.5	0.5
Municipal Courts Juvenile Case Manager Fee	18.4	24.0	20.2	24.0	0.0	0.0	0.0
OBO - Contractors Responsibility Fund	2.0	2.0	2.0	2.0	0.0	0.0	0.0
Police - Auto Dealers/Civilians	7.7	8.0	7.1	9.0	1.5	0.8	0.8
Police - Auto Dealers/Classified	21.2	23.0	22.0	23.0	2.0	4.1	5.7
Police - Forensic Transition Special/Civilians	92.9	56.6	56.6	51.0	0.0	1.1	1.1
Police - Forensic Transition Special/Classified	70.5	49.3	49.3	52.0	0.0	1.9	1.9
Police - Special Services/Civilians	6.1	5.0	5.0	2.0	0.8	0.0	0.0
Police - Special Services/Classified	0.8	0.0	0.0	0.0	4.0	84.3	67.9
PRD - Bayou Greenway 2020	0.0	13.0	13.0	17.0	0.0	0.0	0.0
PRD - Maintenance Renewal and Replacement	0.0	17.0	14.0	17.0	0.0	0.0	0.1
PRD - Parks Golf Special	68.3	81.5	80.3	81.5	5.1	4.2	4.2
PRD - Parks Special Revenue	8.7	11.0	11.0	11.0	0.0	0.0	0.0
PW & E - Building Inspection	492.3	583.8	583.8	612.4	27.4	22.8	40.4
PW & E - Dedicated Drainage & Street Renewal	459.4	518.8	469.0	510.8	46.2	30.0	29.3
PW & E - Houston TranStar	8.0	8.0	8.0	8.0	0.0	0.0	0.0
PW & E - Stormwater Utility	348.0	364.9	326.9	354.9	27.4	23.7	24.2
Solid Waste - Recycling Expansion Program	2.1	2.0	2.0	2.0	0.0	0.0	0.0
<b>Total Special Revenue Funds</b>	<b>2,109.3</b>	<b>2,512.3</b>	<b>2,366.1</b>	<b>2,586.1</b>	<b>127.2</b>	<b>219.1</b>	<b>224.4</b>
<b>Total General, Enterprise and Special Fund</b>	<b>19,188.5</b>	<b>20,363.0</b>	<b>19,787.1</b>	<b>20,506.9</b>	<b>855.3</b>	<b>856.9</b>	<b>817.4</b>

**FISCAL YEAR 2016 BUDGET**

**TABLE IV  
CITYWIDE PERSONNEL SUMMARY**

Fund / Business Area	Full-Time Equivalents (FTEs)				Overtime FTEs		
	FY2015				FY2015		
	FY2014 Actual	Current Budget	FY2015 Estimate	FY2016 Budget	FY2014 Actual	Current Budget	FY2016 Budget
<b>INTERNAL SVC./SERVICE CHARGEBACK</b>							
ARA - Property and Casualty	5.0	5.0	5.0	5.0	0.0	0.0	0.0
Finance - Central Svc Revolving	12.0	38.0	32.5	51.5	0.0	0.0	0.0
Finance - Fleet Management	7.1	12.2	12.2	0.0	0.0	0.0	0.0
FMD - Fleet Management	311.4	375.0	361.2	378.3	14.5	10.1	13.7
General Services - Central Svc Revolving	3.9	0.0	0.0	0.0	0.0	0.0	0.0
General Services - In-House Renovation	30.0	30.0	28.6	30.0	0.0	0.3	0.4
General Services - Project Cost Recovery	27.4	38.0	37.1	37.1	0.0	0.0	0.1
HITS - Project Cost Recovery	6.2	0.0	0.0	0.0	0.0	0.0	0.0
HITS - Central Svc Revolving	47.5	53.7	53.7	56.0	0.0	0.0	0.0
Human Resources - Central Svc Revolving	124.8	151.0	151.0	153.0	0.0	0.1	0.0
Human Resources - Health Benefits	45.4	52.6	52.6	52.1	1.0	0.1	0.0
Human Resources - Workers' Compensation	30.0	34.1	34.1	36.0	0.0	0.0	0.0
Legal - Property and Casualty	50.5	54.0	54.0	55.5	0.0	0.0	0.0
Legal - Workers' Compensation	2.7	2.0	2.0	2.0	0.0	0.0	0.0
Planning & Development - Central Svc Revolving	11.6	11.5	8.7	10.5	0.0	0.0	0.0
PW & E - Fleet Management	42.6	0.0	0.0	0.0	1.8	0.0	0.0
PW & E - Project Cost Recovery	305.5	335.0	313.5	335.0	3.5	6.0	5.7
<b>Total Internal Svc./Service Chargeback</b>	<b>1,063.6</b>	<b>1,192.1</b>	<b>1,146.2</b>	<b>1,202.0</b>	<b>20.8</b>	<b>16.6</b>	<b>19.9</b>
 <b>Total FTEs</b>	 <b>20,252.1</b>	 <b>21,555.1</b>	 <b>20,933.3</b>	 <b>21,708.9</b>	 <b>876.1</b>	 <b>873.5</b>	 <b>837.3</b>

## SUPPLEMENTARY INFORMATION

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## **GUIDE TO READING THE OPERATING BUDGET**

This section explains the format and contents of the FY2016 Budget document. The major sections of the budget are described below.

### **THE MAYOR'S BUDGET MESSAGE**

The Mayor's budget message to the City Council outlines the priorities upon which the FY2016 Budget was prepared. Service highlights and significant changes are discussed.

### **SUPPLEMENTARY INFORMATION**

This section provides a City of Houston fact sheet with leading economic indicators, the authorization for the budget, and a detailed discussion of the budget methodology. An economic forecast, overview of the budget, overview of funds, and financial and budgetary policies are also presented. Summary information for all funds is presented by department.

### **GENERAL FUND**

This section includes a fund summary, a General Fund resources summary, and a General Fund expenditure summary. These summaries are followed by General Fund departmental operating budgets.

The General Fund departments are grouped by function. The functions and their component departments are as follows:

#### **PUBLIC SAFETY AND JUSTICE**

- o Fire
- o Houston Emergency Center
- o Municipal Courts
- o Police

#### **DEVELOPMENT AND MAINTENANCE SERVICES**

- o General Services
- o Planning and Development
- o Public Works and Engineering
- o Solid Waste Management

#### **HUMAN AND CULTURAL SERVICES**

- o Department of Neighborhoods
- o Health and Human Services
- o Housing and Community Development
- o Library
- o Parks and Recreation

#### **ADMINISTRATIVE SERVICES**

- o Administration and Regulatory Affairs
- o City Controller
- o City Council
- o City Secretary
- o Finance
- o Houston Information Technology Services
- o Human Resources
- o Legal
- o Mayor's Office
- o Office of Business Opportunity

#### **GENERAL GOVERNMENT**

#### **GENERAL FUND DEBT SERVICE**

A brief departmental narrative outlines the department's responsibilities, budget, and service level. A departmental organization chart shows divisions and/or programs with staffing and expenditure levels.

Also included is a graph that presents a nine-year departmental expenditure history and the adopted budget. Within a departmental summary, related totals may vary slightly due to rounding.

- o Department/Budget Summary

This form includes summaries of expenditures, revenues, and staffing levels for the FY2014 Actual, FY2015 Budget, FY2015 Estimate, FY2016 Budget and FY2016 highlights of services or new programs. The FY2015 Estimate (FY2015 Projected) is based on the March 2015 Monthly Financial Report (MoFR) for General, Enterprise, Special Revenue, and Internal Service Funds.

- o Programs by Department

This form summarizes departmental program objectives, expenditures, staffing levels, and performance measures for the FY2014 Actual, FY2015 Estimate, and FY2016 Budget.

- o Personnel Summary

This schedule lists positions by job classification code. The total is adjusted to full-time equivalents (FTEs).

- o Department Expenditure Line Item Detail

This form provides departmental expenditure information by line item for the FY2014 Actual, FY2015 Budget, FY2015 Estimate, and FY2016 Budget.

- o Department Revenue Summary

This form provides departmental revenue information by revenue source for the FY2015 Budget, FY2015 Estimate and FY2016 Budget.

## **ENTERPRISE FUNDS**

The City of Houston has three Enterprise Fund operations: Aviation, Convention and Entertainment Facilities and the Combined Utility System. These funds have the same budget presentation as described for General Fund departments, with the exception of the Fund Summary that follows the departmental narrative. Aviation's Airport Capital Outlay Fund and Combined Utility System's Water and Sewer System Operating Fund are separate funds for the purchase of capital outlay items. The Combined Utility System Water and Sewer Operating Fund pays the debt service, in addition to making operating transfers to the Combined Utility System General Purpose Fund. This fund is used for capital outlays, discretionary payments, transfers to Storm Water, and other permissible activities. In general, the Fund Summary includes the following items for the FY2015 Budget, the FY2015 Estimate, and the FY2016 Budget:

- o Beginning fund balance/equity
- o Current and projected revenues
- o Current and projected expenditures
- o Planned ending fund balance
- o Fund balance distribution, where appropriate



## **SPECIAL REVENUE FUNDS**

Special Revenue Funds are established to account for the proceeds of specific revenue sources, which are restricted to expenditures for specified purposes. In FY2016, the Special Revenue Funds include the following:

- Asset Forfeiture
- Auto Dealers
- BARC
- Bayou Greenway 2020 Fund
- Building (Court) Security Fund
- Building Inspection
- Cable Television
- Child Safety
- Contractor Responsibility Fund
- Dedicated Drainage and Street Renewal Fund (DDSRF)
- Digital Houston
- Essential Public Health Services Fund
- Forensic Transition Special Fund
- Health Special Revenue Fund
- Historic Preservation Fund
- Houston Civic Events Fund
- Houston Emergency Center
- Houston TranStar Center
- Juvenile Case Manager Fund
- Laboratory Operations and Maintenance Fund
- Maintenance Renewal and Replacement Fund
- Parking Management
- Parks and Recreation Special Revenue
- Parks Golf Special Fund
- Police Special Services
- Recycling Expansion Program
- Special Waste Fund
- Storm Water
- Supplemental Environmental Protection
- Swimming Pool Safety Fund
- Technology Fee Fund

## **INTERNAL SERVICE FUNDS**

Internal Service Funds are established for the purpose of providing services to City departments on a cost-reimbursement basis. Services provided by personnel in this fund type are charged to the department receiving the services. The Internal Service Funds section includes the following operations in FY2016:

- o Health Benefits
- o Long-Term Disability

The presentation format for the Internal Service Funds is identical to the Enterprise Funds.

## **CAPITAL AND EQUIPMENT**

The Capital and Equipment Program has its own budget cycle. The equipment in this program is financed by the issuance of Commercial Paper (CP). A separate appropriation is established after the issuance of CP.

## **SERVICE CHARGEBACK FUNDS**

Service Chargeback Funds, previously known as Revolving Funds, are also established to provide services on a cost-reimbursement basis and as an administrative convenience. In these funds, supplies and services are delivered or acquired on behalf of a department, which is charged back for its portion of the expense. Unlike Internal Service Funds, Service Chargeback Funds have a zero balance at year end – the revenues received by these funds from the departments they provide services to are equal to the amount of these funds' expenditures. For example, the Central Services Revolving Fund pays the electrical bills for departments and is then reimbursed. This procedure also allows for the accurate allocation of costs by departments and funds that use the modified accrual basis of accounting. These funds are sub-funds of the General Fund. The format for the Service Chargeback Funds is identical to the Enterprise Funds.

The Service Chargeback Funds section includes the following operations in FY2016:

- o In-House Renovation
- o Fleet Management
- o Property and Casualty
- o Workers' Compensation
- o Central Services
- o Project Cost Recovery

## **DEBT SERVICE FUNDS**

This section consists of a narrative explaining the purpose of these funds, highlights of the FY2016 Budget, the reserve policy, and Fund Summary tables. In addition, this section includes the Annual Financing Plan (AFP), which outlines the proposed schedule for various debt issuances in the upcoming fiscal year.

## **APPENDICES**

This section includes the glossary, which defines key budget terms and expenditure line item details for the General Fund, and citywide funds, including Enterprise and Special Revenue Funds. These include line item details for the FY2014 Actual, the FY2015 Budget, the FY2015 Estimate, and the FY2016 Budget.

Schedules for revenue supported debt service are included in the appendices. Also included is a summary of Non-Major Special Revenue Funds as well as a summary of the FY2016 City Council actions and FY2016 Budget Ordinance. A departmental cross reference is included in the appendices. This is an alphabetical listing by department, of all funds and where they are located in the FY2016 Operating Budget, by section, and page number.

## **AUTHORITY**

The City of Houston's Operating Budget is proposed and approved in accordance with state law, the City Charter, and the City Code of Ordinances.

- o The Mayor submits the Operating Budget and the Capital Improvement Plan (CIP) to the City Council for approval. The Operating Budget and Capital Improvement Plan include the following features:
  - Revenues, expenditures, and fund balances for FY2014 Actual; FY2015 Estimate; and the proposed budget for FY2016,
  - All City funds over which the City Council has discretionary approval authority,
  - Proposed estimates for the tax rate and the water and sewer rate for the upcoming fiscal year,
  - All projects for which appropriations will be made in the subsequent fiscal year, and
  - All outstanding obligations and indebtedness of the City.
- o The City Council then reviews the Operating Budget and Capital Improvement Plan under the following actions:
  - Calls, publicizes, and conducts public hearings on the Operating Budget and CIP,
  - Proposes and approves recommended changes to the Operating Budget and CIP, and
  - Considers a separate ordinance, which approves the Operating Budget, a motion which adopts the Capital Improvement Plan, and an ordinance which appropriates funds for approved budgetary purposes and projects.
- o After the City Controller certifies that funds are available for all appropriations, the Council is presented with an appropriation ordinance.

Prior to the first day of the fiscal year, the City Council is authorized by the City Charter to adopt an ordinance appropriating funds to support the operations of City government. The ordinance usually appropriates most of the proposed budget. The level of appropriation will vary by fund, given the fiscal condition of the fund. This appropriation serves as an interim spending plan authorization until the General Appropriation Ordinance is considered by City Council. At the time of General Appropriation, most of the property tax revenue has been received and the City Controller is able to certify that funds are available for the entire budget.

## BRIEF DESCRIPTION OF THE FUNDS USED IN BUDGET PROCESS

The City of Houston's financial management and accounting structure encompasses the ongoing operations and capital programs of twenty-three General Fund departments plus General Government and General Fund Debt Service, approximately forty-eight separate funds, and numerous independent entities or operations for which the City acts as trustee.

### Governmental Funds

General revenues (i.e., property taxes, sales taxes, franchise fees, Municipal Courts fines, etc.) are budgeted and received in the General Fund for the support of most basic city services. Operations and services for public safety, financial services, libraries, solid waste management, health, most parks and recreation services, street traffic control, esplanade mowing and citywide administration are included in the General Fund.

### Enterprise Funds

Three of the City's operating departments operate similar to private enterprises. Their operations and long-term debt are covered entirely by user fees or dedicated revenue sources.

The Public Utilities - Water and Sewer Fund is managed by the Combined Utility System. All maintenance, operation, reserve, and debt service requirements for Public Utilities are accounted for as an Enterprise Fund in the Public Works and Engineering Department. Capital equipment expenses for water and sewer services are recorded in the Public Utilities - Capital Outlay Fund. All capital outlay expenses for the Aviation Department are budgeted in the Airport System Capital Outlay Fund in full compliance with bond ordinances. Budgets covering maintenance and operations, reserves, and debt service for each of these funds are presented in the budget.

- o Aviation Department
- o Combined Utility System
- o Convention and Entertainment Facilities

### Special Revenue Funds

The proceeds of dedicated general purpose revenue sources are budgeted and received in several Special Revenue Funds. The following describes the City's Special Revenue Funds:

- o The Asset Forfeiture Fund. This fund is administered by the Houston Police Department (HPD). The City receives forfeited funds resulting from HPD's role in drug-related seizures. This fund provides resources beyond HPD's General Fund budget for crime enforcement. Specifically, this fund is used to address the drug problem in a manner consistent with the department's Comprehensive Narcotics Plan.
- o Auto Dealers' Special Revenue Fund. This fund is budgeted to collect the license fees paid by tow truck drivers and various automotive sales, repair, storage and salvage dealers to finance a portion of the Police Department's enforcement efforts regarding privately owned storage lots. This fund is also administered by the Police Department.
- o BARC Special Revenue Fund. BARC (Bureau of Animal Regulation and Care) is authorized to receive funds from any source for the purpose of supporting the maintenance and operation of the City's animal shelter facilities and programs. This fund is administered by the Administration and Regulatory Affairs Department.

- o Bayou Greenway 2020 Fund. This fund is administered by the Houston Parks Department. The Fund was created to manage the maintenance of the Bayou Greenways 2020 project based upon the Bayou Greenways 2020 initiative agreement entered into between the City of Houston and the Houston Parks Board, Inc. in December 2013.
- o Building (Court) Security Fund. This fund was established in FY1997 and is administered by the Municipal Courts Department. The fund includes all security related contractual expenditures and additional security enhancements for the courts. Revenue is generated by the collection of a court fee for each paid conviction as allowed by State law.
- o The Building Inspection Special Fund. This fund includes all construction and building permit revenues and expenditures for inspections and permitting activities. Outdoor sign license fees are received in this fund for enforcement of the City's sign ordinance. This fund is administered by the Public Works and Engineering (PWE) Department.
- o Cable Television Special Fund. This fund, under certain cable television franchise agreements with the City, receives contributions on a subscriber basis. This fund is used for public access cable television programming and related costs. The Mayor's Office is responsible for administering this fund.
- o The Child Safety Fund. This fund is used to account for monies received for public, parochial and private school crossing guard programs. Revenues to the fund come from an assessment of Municipal Court fees on non-criminal municipal violations and a portion of each vehicle registration authorized by Harris County. The Houston Police Department administers this fund.
- o Contractor Responsibility Fund. This fund is managed by the Office of Business Opportunity (OBO) and governed by Executive Order 1-7. Funds are collected through the implementation of the Pay or Play Program, which is administered by OBO. The revenue collected in the Contractor Responsibility Fund is used to offset the cost of uninsured citizens in the Houston and Harris County area.
- o Dedicated Drainage and Street Renewal Fund (DDSRF). The fund was established 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.
- o Digital Houston Fund. This fund is used by the City of Houston to build a citywide wireless broadband Wi-Fi mesh network that will provide affordable high-speed internet access for residents and visitors to Houston; thus creating a digital future for Houstonians through a digital literacy effort in support of achieving Houston's educational workforce and educational goals. This fund is administered by the Library Department. This fund will be closed in FY2016.
- o Essential Public Health Services Fund. This fund was created 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 by Chapter 121 of the Texas Health and Safety Code. This fund is administered by the Health and Human Services Department.
- o Forensic Transition Special Fund. This fund was created for the transition of forensic services from the Houston Police Department to the independent Houston Forensic Science Local Government Corporation (LGC). Forensic examination covers multiple scientific disciplines to include: Biology/Serology, Controlled Substances, Firearms, Toxicology, Computer Forensics, Crime Scene Unit, Audio – Video and Latent Prints.

- o Health Special Revenue Fund. This fund includes several programs that are supported by ordinances including ambulance permits, consumer-food and drug, vital statistics, international travel immunizations, Geriatric Dental Program and specific public health purposes. Ambulance permit fees collected are allocated to fund for inspection of ambulances and permitting of ambulance operators. Electronic monitoring system fees are collected from the requests of medallions for the operation of mobile food units, other than restricted operations mobile food units, licensed part vending units, or fixed location mobile food units as stated for the provision in the city fee schedule for the maintenance, operations and utilization of the electronic monitoring system. Vital statistics for certified copies of records, searches and amendment fees are expended for purpose of the preservation of vital statistics records maintained by the registrar. International travel immunization fees for each vaccination that is administered including any certificate provided shall be an amount equal to the city's cost of purchases of the vaccine plus \$20 to cover the associated costs for providing the service and administering the vaccine. All revenue generated from the Geriatric Dental Program is directed to be used to defray the costs associated with the administration and operation of the program. This fund is administered by the Health and Human Services Department.
- o Historic Preservation Fund. This fund is administered by the Planning and Development Department and the Houston Public Library. This fund was established in FY2010 to utilize funds set aside from the sale of historic fire stations by the City in FY2009. This fund is used to promote historic preservation programs. It 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 also provides future funding for the maintenance needs of the historic Julia Ideson Building.
- o Houston Civic Events Fund. The fund is administered by the Mayor's Office. This fund was created to promote as well as manage the city's extensive global relations and promoting Houston's continued leadership on the global stage. The Mayor's Office of Special Events processes requests for special events, parade and street function permits, evaluates event co-sponsorship on city property, and provides production assistance for sponsored, co-sponsored, or fee-paid events. The Mayor's Office of Trade and International Affairs (MOTIA) encourages and receives international delegations by drawing attention to Houston's civic attributes, strong economy and opportunities for business.
- o Houston Emergency Center Fund. This fund consolidates the City's four separate emergency services (Police, Fire/EMS computer Aided Dispatch System, Radio System and Records Management Systems) into one state of the art facility. This fund is administered by the Houston Emergency Center.
- o Houston TranStar Center Fund. This fund was established for the planning, design, operation and maintenance of transportation and emergency management operations within the greater Houston area. Funding is derived from revenue received from member agencies and is prorated based on occupancy and use of center facilities. This fund is administered by the Public Works and Engineering Department.
- o Juvenile Case Manager Fund. This fund was established FY2009 and is administered by the Municipal Courts Department. This fund includes expenditures for the salary, benefits, and operational costs related to the Juvenile Case Manager staff. Revenue is generated by the collection of a court fee for each paid conviction as allowed by State law. 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.
- o Laboratory Operations and Maintenance Fund. This fund is solely designated for laboratory operations and maintenance for the retention of all revenue from laboratory fees. It pertains to Ordinance Amending Chapter 21 of the Code of Ordinance relating to laboratory fee. This fund is administered by the Health and Human Services Department.

- o Maintenance Renewal and Replacement Fund (MRR). This fund is to provide funds needed to maintain and replace systems in buildings and assets as well as to protect the City of Houston's investments. This fund recognizes the shared responsibility of the City and its departments to maintain, upgrade, or replace building systems as they approach the end of their life cycle. This fund also addresses development and maintenance of the physical infrastructure of these facilities. This fund is administered, in partnership, by General Services and Houston Parks and Recreation departments.
- o Parking Management Fund. This fund is responsible for managing and providing on-street parking alternatives to the citizens in the Greater Houston area. This fund is administered by the Administration and Regulatory Affairs Department.
- o Parks Golf Special Revenue Fund. This fund was created to receive all City revenues derived from all City-owned golf facilities, whether operated by the City or private entities, including all related concessions fees, to be used exclusively for the maintenance, operating and improvements of any or all such golf courses.
- o Parks Special Revenue Fund. This fund is used to account for revenues and certain expenditures related to operations of the City's municipal golf courses and youth programs. This fund is administered by the Parks and Recreation Department.
- o Police Special Service Fund. This fund is used to account for activities that are not covered under the General Fund Budget. The activities include joint police operations, security and traffic control, undercover support services and use of HPD facilities. The Houston Police Department administers this fund.
- o Recycling Expansion Program Fund. This fund was created to allocate dedicated funds to be used for the expansion and implementation of the City's Recycling Programs. Efforts include citywide tree waste recycling, additional neighborhood depository sites, curbside recycling and increased education and outreach. These efforts allow the City to improve its current landfill diversion rate. This fund is administered by the Solid Waste Management Department.
- o Special Waste Fund. The purpose of this fund 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. All fees collected are expended only for the costs of permitting, inspecting, monitoring, controlling, educating and enforcing any violation pertaining to the management and disposal of city-regulated waste. This fund is administered by the Health and Human Services Department.
- o Storm Water Fund. This fund receives revenue from the Combined Utility System Fund and Dedicated Drainage and Street Renewal Fund. Funds are transferred to this fund to support storm water drainage operation and maintenance activities. The core purpose 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 cause flooding.
- o Supplemental Environmental Protection Fund. This fund is used for the advancement of the goals of clean air and water and to enhance the community environment impacted by criminal environmental violators. This fund is administered by the Houston Police Department.
- o Swimming Pool Safety Fund. This 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 the requirements, operators of pool and spas at apartment or condominium projects are required to obtain permits and to comply with the 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. This fund is administered by the Health and Human Services Department.
- o Technology Fee Fund. This Fund was established in FY2001 and is administered by the Municipal Courts Department. Revenue is generated by the collection of a court fee for each paid conviction as allowed by State law. The purpose of the fund is to finance technological enhancements for the Municipal Courts and maintain systems to operate in an efficient manner.

### Internal Service Funds

Internal Service Funds were established for the purpose of providing services to City departments on a cost-reimbursement basis. These funds are shown in the Internal Service Fund section of the budget document. Included are the following:

- o Health Benefits Fund. This fund was created to account for the financial activity of the City's medical and health-related plans. Employee, retiree, and City premium contributions are budgeted as revenues. Medical and dental expenses, some self-insured medical claims, life insurance premiums, payments to employees for dependent care reimbursement, and health benefits program administrative costs are budgeted as expenditures. This fund is administered by the Human Resources Department.
- o Long-Term Disability (LTD). This fund is used to account for the long-term sick leave benefits for eligible city employees. The LTD Fund is funded solely by the City through premiums charged to the departments based on the number of employees covered by the plan. Such premiums cover the cost of all benefits (claims) to the employees and third party administrative fees. This fund is administered by the Human Resources Department.

### Service Chargeback Funds

Service Chargeback Funds, previously known as Revolving Funds, are established to provide services to other City departments on a cost-reimbursement basis and are shown in the Service Chargeback Funds Section. Included are the following:

- o Central Services Revolving Fund. This fund provides goods and services to operating departments. The receiving department's budget is charged for the actual cost incurred by the Central Services Revolving Fund, with the revolving fund revenue account credited by the same amount. As an example, citywide temporary personnel costs are budgeted in this fund.
- o In-House Renovation Fund. This fund is used to capture the costs associated with the renovation and reconstruction of fire stations. All costs are charged to the revolving fund in anticipation of billing a bond fund, General Fund or Community Development Block Grant (CDBG) grant fund for reimbursement. This fund is administered by the General Services Department.
- o Fleet Management Fund. This fund is administered by the Fleet Department, which is used to account for fleet maintenance for citywide departments.
- o Property and Casualty Fund. This fund records the transactions of the City's self-insurance program for lost and personnel action claims. The Administration and Regulatory Affairs Department oversees the insurance functions while the Legal Department administers the claims portion. Revenue is generated from premiums assessed to other funds; premiums are based on projected expenditures.
- o Workers' Compensation Fund. This fund was established to collect and report all costs of compliance to statutes related to Workers Compensation. The revenues are derived through charging the departments an administrative premium semi-monthly per employee plus all direct costs related to claim expenditures, which includes indemnity, medical and disability payments. This fund is administered by the Human Resources Department.
- o Project Cost Recovery Fund. This fund is 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. This fund is administered by the Finance Department.



### 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. Funding continues to come from the issuance of Commercial Paper and other sources such as capital lease financing. This fund is administered by the Finance Department.

### Debt Service Funds

General Obligation (GO) debt is secured by and payable from the receipts of an annual ad valorem tax levied, 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: (i) Public improvement bonds, (ii) Certificates of obligation, (iii) Certain obligations to fund a portion of the City's unfunded actuarial accrued liability to the City's pension programs, and (iv) General obligation on commercial paper notes.

The primary source of funds to make obligated payments is the General Fund, which annually transfers the legally required amount into the Debt Service Fund. The debt service fund accumulates the resources necessary to pay the principal and interest on all outstanding obligations payable in that Fiscal Year. The Debt Service Fund makes payments for arbitrage rebate and administrative fees to administer the debt program.

The City's tax rate for Fiscal Year 2015 (Tax Year 2014) was \$0.63108 (per \$100 assessed valuation), which includes \$0.156445 for debt service. This debt service tax rate is what determines the amount of funds that the General Fund is legally required to transfer into the Debt Service Fund.

### Trust and Agency Funds

Comprehensive budgets for trust and agency funds are not included in the City's budget or the CIP due to City Council's limited authority to program expenditures.

Trust and Agency Funds are used to account for assets held by a government unit as trustee, or agent for the individuals, private organizations, other governmental units, and/or other funds. The City has created trust and agency funds for Tax Increment Reinvestment Zones (TIRZ) since FY1991. As development occurs in each zone, taxes generated by the increase in value attributable to those improvements, or "tax increment", are captured in separate funds set up for each TIRZ. TIRZ funds are then used to pay for approved project costs. Examples of typical costs include: infrastructure improvements in water, sanitary sewer, and storm water systems, lighting, paving on public right-of-way, streetscaping, impact fees, and debt service on bonds sold for the same purpose. Contributions from other taxing jurisdictions participating in the TIRZ are collected by each respective jurisdiction and sent to the City for deposit in the TIRZ funds. The Mayor's Office of Economic Development/TIRZ administers the funds.

### Capital Project Funds

Funding for major capital improvement projects, regardless of funding source, is presented in the five-year Capital Improvement Plan (CIP). Debt service requirements are budgeted in the General Debt Service Fund or Enterprise Funds where applicable. Funding for each capital project, including site acquisition, engineering and design, construction and initial equipment purchases (including environmental and civic art) required to make a facility operational are included in the CIP. Primary funding sources for the CIP are as follows:

- o Commercial paper notes and Public Improvement Bond proceeds,
- o Revenue Bond proceeds (e.g., bonds supported by Combined Utility System fees, Airport System revenues, Convention and Entertainment Facilities revenue/hotel occupancy tax),
- o Operating funds or capital reserve funds (e.g., operating budget funds),

- o Contributions from private or other public sources (e.g., local private developers, other local governments and authorities, and state or federal agencies) participating in City-sponsored projects.
- o Grants such as CDBG.
- o Tax Increment Reinvestment Zones (TIRZ).

The Finance Department administers these funds.

#### Other Financial Funds

Comprehensive budgets for certain entities are not included in the City's budget or the CIP due to City Council's limited authority to program expenditures. They are included in the City's Comprehensive Annual Financial Report.

- o Federal and state grants are accepted by the City and accounted for based upon each grant's respective fiscal period, which usually differs from that of the City (July 1 - June 30). If a grant requires a local match or fund payroll costs in whole or in part, the budget includes expenditures and revenues that pertain to these aspects of the grant in the receiving department or fund. These grants and contracts are approved by Council action at the time of the grant award.
- o The City's three pension funds are governed by independent boards and are maintained separately from the operating, debt service, and capital funds. Contributions from both the employees and employer (City) are also maintained separately in the case of Deferred Compensation and Long-Term Disability programs.
- o Other funds established by City Council or the City Controller to account for contributions from private individuals (e.g., Library Gift Endowment Fund; Houston Parks Board Trust Fund; Water Fund (Water Aid to Elderly Residents); Houston Economic Development; and the Battaglia Trust Fund) are dedicated to specific unbudgeted but public purposes.

## SIGNIFICANT BUDGETARY POLICIES

### Basis of Budgeting and Accounting

In general, the basis of budgeting and the basis of accounting used in the preparation of the City's annual financial report are the same for all governmental funds (general fund, special revenue fund, debt service fund, and capital projects) without exception. Revenues and expenditures are budgeted consistent with the City's financial statements, which are prepared in accordance with GAAP for all governmental funds.

Governmental funds are accounted for on a modified accrual basis. This means that revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, with the exception of long-term liability.

Significant receivables (revenues) and liabilities (expenditures) are recorded in the prior year's budget up to sixty days after fiscal year end if they represent earned income or expenditures as of June 30, the last day of the fiscal year. This includes the cost of employees' time as well as supplies, services, and equipment delivered by June 30.

For Enterprise Funds, the budgeting and accounting basis are the same except for depreciation and non-current expenses. Enterprise Funds are accounted for on a full accrual basis. Revenues and expenses are recorded when they are earned/incurred. Enterprise Funds focus on expenses related to maintenance and operations, equipment purchases, and exclude depreciation and other allocations related to income determination. Revenues received and expenses paid for goods and services delivered by June 30 are credited or charged to the current fiscal year's budget.

Encumbrance accounting is used to reserve funds committed to vendors for supplies, services and equipment throughout the year in all funds. However, encumbrances for items not delivered by June 30 are canceled and re-established against the new fiscal year budget for all operating budgets. Encumbrances do not establish expenditures/expenses or liabilities. Appropriations and encumbrances for capital project funds are maintained in effect until they are liquidated.

### Reserves

In every budget since FY1982, the City's fund balance level has been a critical component of the City's financial management program. Likewise, the General Debt Service Fund balances have been budgeted to provide adequate reserves for debt service payments in the first seven months of the subsequent fiscal year. Pension fund contributions and employee health care costs have been funded with reserve components through the budget as well. These budgetary policies were recognized by City Council in the adoption of the financial policies previously mentioned.

Reserves exist in two forms:

- o Those specifically created by ordinance, and
- o Those maintained as unappropriated or unassigned ending fund balance.

Most of the City's budgetary reserves take the form of ending fund balances and are consequently the result of financial activity as presented in the City's financial statements.

### General Fund Reserves

The following table shows the ending unassigned fund balance as well as the actual year end maintenance and operating costs for preceding fiscal years, the estimated year-end costs for the current fiscal year and the proposed year-end costs for the subsequent fiscal year.

**Historical Data FY1996 – FY2016  
General Fund Available Fund Balances  
(\$ thousands)**

<u>Fiscal Year</u>	<u>Unassigned Ending Fund Balance</u>	<u>M&amp;O Expenditures</u>
FY1996	69,579	864,668
FY1997	84,105	903,228
FY1998	106,856	956,893
FY1999	80,409	1,030,235
FY2000	66,590	1,064,160
FY2001	79,432	1,105,408
FY2002	80,335	1,206,160
FY2003	83,027	1,199,766
FY2004	88,659	1,235,994
FY2005	120,042	1,279,879
FY2006	175,832	1,368,746
FY2007	234,535	1,459,076
FY2008	253,514	1,567,484
FY2009	236,275	1,668,700
FY2010	165,383	1,676,367
FY2011	129,040	1,680,038
FY2012	171,677	1,590,044
FY2013	202,842	1,705,450
FY2014 Actual	222,620	1,821,588
FY2015 Estimate	239,723	1,989,934
FY2016 Budget	153,238	2,042,653

## FINANCIAL POLICIES

The basic policies related to the City's financial and budgetary policies were formalized on November 10, 1987. These policies were expanded in subsequent years with the adoption of the Integrated Budgeting and Planning Resolution (88-87). The most recent relevant ordinance discussing this part of the City's financial policies is Ordinance No. 2014-1078 dated December 3, 2014.

Below is a complete copy of the financial policies along with City's current compliance status for each individual policy. Please note that Ordinance No. 2014-1078 stated, "the policies are to take effect with the Proposed Budget for FY2016 and shall be reflected in the Adopted Budget for FY2016 unless stated otherwise in the policies as adopted," therefore policies that were not required to be in place before the FY2016 budget was proposed are marked "N/A". Other policies that are also not applicable at this time are marked "N/A".

### A. Definitions

**Advance Refunding** – A refunding under the federal tax code in which the refunded obligation is not redeemed for a period of more than 90 days after the issuance of the refunding issue.

**Asset Renewal and Replacement** – Cyclic repair and replacement of an asset's components [e.g., roofs, electrical systems, heating, ventilation, and air conditioning (HVAC) equipment, paving, replacement vehicles, computer servers, computer networks, and telephony systems] that extends the useful life and/or retains the usable condition of facilities, fleet, and systems not normally contained in the annual operating budget. Included are major building and infrastructure systems and components that have a maintenance cycle in excess of one year.

**Balanced Budget** – Budget in which revenues and other resources will be sufficient to support expenditures or uses within the fiscal year.

**BFA** – Budget and Fiscal Affairs Committee of City Council.

**Budget Stabilization Fund, formerly called the "Rainy Day Fund"** - Cash reserves available for any lawful use in the event of an emergency including temporary cash flow shortages, major disasters, economic instability, and other emergencies as determined by the City. A temporary cash flow shortage is a period of time where cash inflows are not sufficient to cover required outflows, even after the normal means for managing cash flow have been exhausted. Major disasters are any natural catastrophe including, but not limited to, hurricanes, tornados, floods, severe drought, and explosions, chemical or biological threats, or acts of terrorism. Economic instability is an unforeseen, unbudgeted dire financial situation affecting revenue and/or government spending such as declining property and sales tax revenues over the prior fiscal year and/or a very significant, rapid increase in inflation. Other emergencies are any unusual occasion or instance, unforeseen and/or unanticipated, for which the City expends funds in its efforts to save lives and to protect property, public health and safety or to lessen or avert the threat of catastrophe or major disaster.

**Component Units** – As defined by the Governmental Accounting Standards Board (GASB), component units are legally separate organizations that the City must include as part of its financial reporting entity for fair presentation.

**Current Refunding** – Refunding transaction where the refunded obligation will mature or be redeemed within 90 days from the date of issuance of the refunding issue.

**Current Replacement Value** - The standard industry cost and/or engineering estimate of materials, supplies, and labor required to replace a facility or item of equipment at its existing size and functional capability, and to meet applicable regulatory codes. When estimating Current Replacement Value, it should be assumed that code-compliant materials and systems will be used to replace the existing asset. Current Replacement Value is to be estimated for reconstructing an asset as it currently exists, without further modifications or improvements.

## FINANCIAL POLICIES

**Entry Age Normal Actuarial Cost Method, also called Entry Age Actuarial Cost Method** - A method which actuarial present value of the projected benefits of each individual included in an actuarial valuation is allocated on a level basis over the earnings or service of the individual between entry age and assumed exit age(s). The portion of this actuarial present value allocated to a valuation year is called the normal cost. The portion of this actuarial present value not provided for at a valuation date by the actuarial present value of future normal costs is called the actuarial accrued liability. Under this method, the actuarial gains (losses) are reflected as they occur in a decrease (increase) in the unfunded actuarial accrued liability.

**Finance Working Group** – Composed of the Mayor and City Controller (as used in connection with the activities of the Finance Working Group, other than the chairing of Finance Working Group meetings, the term “Mayor” or “City Controller” includes the designee of such office holder who may only be a City employee accountable to the designating office holder) and, upon the request of either the Mayor or City Controller, may also include:

- City Attorney or designees
- Finance Director or designees
- Other appropriate department directors or their designees
- Financial Advisor
- Bond Counsel
- Independent Auditor
- Any member of City Council interested in attending, or designee
- Others deemed necessary for the individual financing

**Financial Advisor** - With respect to a new issue of municipal securities, commonly refers to an individual or firm that advises the issuer or other obligated person on matters pertinent to the issue, such as structure, timing, marketing, fairness of pricing, terms and bond ratings. A financial advisor may also be employed to provide advice on subjects unrelated to a new issue of municipal securities, such as advising on cash flow and investment matters in connection with outstanding municipal securities.

**Fiscal Note** – Brief, high-level written estimate of the budgetary and fiscal impacts that may result from implementation of an ordinance, motion or resolution.

**Fund Balance** – Difference between fund assets and fund liabilities, also known as equity (for enterprise funds, fund balance is referred to as “Net Position” in line with GASB rules).

**Major Renovation** – Projects for the substantial rehabilitation or replacement of more than one building or building systems.

**Non-Recurring Expenditures** – Expenditures not expected to be funded each year. Examples include one-time transfers and one-time purchases.

**Non-Recurring Revenues** – Revenues that cannot be relied upon in future budget periods. Examples include, but are not limited to, Fund Balance, the sale of land (other than City rights-of-way), infrequent, irregular sales of City assets, bond refunding savings, infrequent, irregular revenues from development agreements, interlocal agreements, other contracts, short-term grants and one-time transfers, such as litigation settlements or non-routine transfers of fund balance from other funds.

**Operating Maintenance** - Preventive maintenance, where equipment, vehicles, and computer hardware are maintained *before* breakdown occurs in an attempt to avoid failures, and corrective maintenance, where

## FINANCIAL POLICIES

equipment, vehicles, and computer hardware are maintained *after* breakdown occurs to bring it back to working order.

**PAYGO** – “Pay-As-You-Go” capital funding is the process of paying for capital expenditures at the time the cost is incurred instead of using credit or debt for the purchase. PAYGO expenditures at the City are those capital expenditures that were historically funded by credit or debt and are now paid for with cash.

**Recurring Expenditures** – Expenditures expected to be funded each year in order to maintain current/status quo service levels. Recurring Expenditures appear in the budget each year. Examples include salaries, benefits, supplies and services, debt and recurring pass-through expenditures; long-term contractual obligations should also be considered, including availability payments related to participation in a public-private partnership. Other expenditures including, but not limited to, supplies, services, and transfers are recurring to the extent that expenditure levels in the current year match the expenditure levels in the previous year. For example, if computer supplies to support operations are needed every year and budgeted every year, this expenditure is considered recurring.

**Recurring Revenues** – Revenues expected to continue year to year with a reasonable degree of predictability. Examples include property taxes, sales taxes, licenses and permits, charges for services, fines and forfeits, franchise fees and recurring pass-through revenues. Small routine right-of-way sales are also considered Recurring Revenues, but all other land sales are Non-Recurring (one-time) Revenues. This does not include Fund Balance.

**Structural Balanced Budget** – Budget that balances Recurring Revenues and Recurring Expenditures and the current portion of all known long-term liabilities within the current fiscal year, including but not limited to: other post-employment benefits (OPEBs); compensated absences; and current annual service cost plus interest on unfunded pension liabilities, which is the difference between the total pension liability and the value of assets set aside in a pension plan to pay benefits, plus amortization of the unfunded liabilities over a program period (this definition is intended to align with the pension-related language in Section F.2.).

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### B. General Policies

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| 1. With respect to the interpretation and application of these policies, the City shall comply with all applicable federal and state laws, the City Charter and Code of City Ordinances, Financial Accounting Standards Board (FASB) and Governmental Accounting Standards Board (GASB) standards, and all bond covenants, whether existing or hereafter provided, and associated ordinances relating to all budget, accounting, reporting, disclosure, and finance activities, and financial policies. In any conflict between these policies and such governing law, standards or documents, such governing law, standards or documents shall prevail. | In Compliance |
| 2. The City will seek out, apply for, and effectively administer Federal, State, and other grants that address the City's priorities and policy objectives and provide a positive benefit to the city. Local tax dollars will not be used to make up for material losses of grant aid without first City Council reviewing and approving the program and its merits as a budgetary increment.  | In Compliance |
| 3. The proposed operating budget and proposed five-year Capital Improvement Plan (CIP) for each year shall include statements indicating whether they are in compliance with each relevant adopted financial policy. The adopted budget shall include a comprehensive listing of all adopted financial policies indicating whether the City is in compliance with each policy; for each policy not in compliance, there shall be a statement explaining why the City is not in compliance with said policy and a plan for how the City will achieve compliance.  | In Progress   |
| 4. The City's financial policies shall be reviewed at least every two years by the Mayor or the Mayor's designee; the results of the review are to be presented to BFA, and any proposed amendments are to be presented to City Council for consideration.   | In Compliance |

### C. General Fund Reserve Policies

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| 1. The City will maintain Fund Balance as additional insurance against disasters, emergencies, and economic instability. The City's desired minimum unassigned Fund Balance for any given fiscal year is 7.5% of General Fund expenditures for that fiscal year, excluding debt service payments and transfers for pay-as you-go (PAYGO) capital expenditures.  | In Compliance |
| 2. Unassigned Fund Balance in excess of the desired minimum is to be available for appropriation by City Council, and shall normally be used to fund Non-Recurring Expenditures. In the event a balanced budget is not attainable, that Fund Balance may be used for Recurring Expenditures and to achieve budget balance:  | N/A           |
| a. If the budget imbalance is expected to last for no more than one year and can be corrected with use of Fund Balance available in excess of the desired minimum; or   |               |
| b. If the budget imbalance is expected to continue beyond one year, provided that Fund Balance in excess of the desired minimum is used to achieve balance as part of a corresponding plan to close the gap through revenue increases and/or expenditure reductions. (Note: this is intended to align with Section F.3.'s requirement that proposed use of Non-Recurring Revenues for Recurring Expenditures must be accompanied by a justification to City Council and a plan to end dependence on Non-Recurring Revenue sources.) |               |



## FINANCIAL POLICIES

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| <p>3. The unassigned Fund Balance may be temporarily reduced below the desired minimum when required for response to major disasters or to provide short-term resources in the event of economic instability or revenue shortfalls related to circumstances beyond the City's control. Any proposed use of Fund Balance which decreases Fund Balance below the desired minimum shall include a justification presented to City Council and shall require approval from two-thirds of the City Council present and voting. Once the event causing use of Fund Balance below the desired minimum has concluded, the City shall allocate sufficient funds to restore unassigned Fund Balance to at least 7.5% of General Fund expenditures (excluding debt service payments and transfers for pay-as-you-go (PAYGO) capital expenditures) by the end of the second subsequent full fiscal year.</p> | N/A           |
| <p>4. In addition to the Fund Balance, the City shall maintain a separate Budget Stabilization Fund in an amount not less than the greater of (a) 1% of General Fund expenditures (excluding debt service payments and transfers for pay-as-you-go (PAYGO) capital expenditures) or (b) \$20 million, which may be used in accordance with the definition of the fund. Any proposed use of the Budget Stabilization Fund shall be accompanied by a justification to City Council and shall require approval from two-thirds of the City Council present and voting. When an event causing use of the Budget Stabilization Fund has concluded, the City shall allocate sufficient funds by the end of the second subsequent full fiscal year to restore the Budget Stabilization Fund to at least minimum levels.</p>   | In Compliance |

### **D. Enterprise Funds Reserve Policy**

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| <p>1. Each enterprise fund, as defined by GASB, shall have an appropriate written methodology for determining minimum and maximum cash reserves to serve as a margin or buffer for meeting obligations, mitigating risks, and ensuring stable services and fees. Factors to be considered in determining minimum and maximum cash reserves include any controlling bond covenants or indentures, as well as each fund's risk and revenue volatility, and other considerations such as cash funding of capital projects. The methodology for determining minimum and maximum cash reserves should define reserves in terms of days of operating cash on hand, and should identify components of cash reserves.</p> | In Compliance |
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### E. Internal Service Fund – Health Benefit Fund Reserve Policies

1. The City will fund a catastrophic and general claim risk reserve for unexpected large losses related to self-insurance healthcare costs managed by a third-party plan administrator and paid through an internal service fund. The following reserves will be maintained within the fund:
    - a. Claim Reserve – Periodically, and at least once every fiscal year, it will be determined by the Human Resources Department in conjunction with the Finance Department whether the fund has a funded liability to pay claims that have already been incurred but not reported as of that day. The plan is also obligated to cover the cost of administering run-out claims in the event that any of the self-insured programs are terminated. In Compliance
    - b. Contingency Reserve – This reserve augments the Claim Reserve and represents an estimate for claim events that are unforeseen and catastrophic. The Contingency Reserve covers costs associated with such unexpected claims and provides financial capacity for smoothing the catastrophic and general claims payments. The amount of the Contingency Reserve shall be maintained at the minimum of 10% of annual claims up to a maximum of 60 days of average claims expense paid over the prior fiscal year (12 months) for each self-insured program. In Compliance
- This Contingency Reserve also supports:
- i. Maintaining cost effective and competitive benefits during periods of economic downturn, reduced revenues or higher expenses;
  - ii. Maintaining cost effective and competitive benefits during periods of high medical cost trends, substantial insurance/reinsurance rate increases and an ability to absorb multiple catastrophic medical claims occurring simultaneously; and
  - iii. Maintaining flexibility in the fund regarding calculating the degree and amount of risk it is willing to assume on a self-funded basis.

Such reserves will be funded by the City and subscriber (active and retiree) contributions as determined appropriate by the Human Resources Department in conjunction with the Finance Department. Subscriber funds are first in and first out in claim payments; therefore any excess health benefit contributions are City funds.

### F. Operating Budget Policies – Revenues and Expenditures

1. The City will adopt a Balanced Budget annually, with each fiscal year's budget presented to and passed by City Council before the beginning of that fiscal year and in accordance with state law, the City Charter, and local ordinances. In Compliance
2. All post-employment and employee benefit systems will be financed in a manner to fully and systematically fund all liabilities. The City will ensure that sufficient funds are contributed each year to the post-employment and employee benefit systems, where sufficient funds is an amount at least equal to the sum of the normal cost plus an amount to amortize the unfunded accrued liability over a closed 30-year period, calculated using the Entry Age Normal Actuarial Cost Method, the market value of assets, and an appropriate discount rate. City Council shall be fully informed if sufficient funds are not allocated in the current budget. Not In Compliance

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| 3. Budget presentations to City Council shall identify the extent to which Recurring Revenues are aligned with Recurring Expenditures. If circumstances dictate use of Non-Recurring Revenues for Recurring Expenditures in any fund, justification must be presented to City Council with a plan to end dependence on Non-Recurring Revenue sources.   | In Progress   |
| 4. Each enterprise fund of the City shall maintain revenues which support the full (direct and indirect) cost of the services provided.   | In Compliance |
| 5. The Mayor has the authority to transfer funds to and from the budget accounts within any department without limitation. In addition, the Mayor can authorize the transfer of funds from one department to another department within the same fund; however, such transfer cannot exceed 5% of the budget expenditure account group for the department from which funds are transferred.  | In Compliance |
| 6. A comprehensive analysis of City fees and rates shall be performed at least every five years by an independent outside third-party contractor in conjunction with the Department administering the fee and the Finance Department, except for impact fees, which shall be made at least every ten years, and presented to BFA. Fees may be adjusted by ordinance during the interim period based on supplemental analysis whenever there have been significant changes in the method, level or cost of service delivery (including automatic fee and rate adjustments per City ordinance).   | In Progress   |
| 7. All General Fund revenues and resources, not including those identified in the adopted budget as Beginning Fund Balance – Unassigned, received in a fiscal year in excess of the adopted and amended annual operating budget (for same fiscal year) shall be designated to the Fund Balance and shall not be appropriated for expenditures except by ordinance. Pass-through funds not included in this calculation include, but are not limited to:   | In Compliance |
| <ul style="list-style-type: none"> <li>a. Hotel Occupancy Tax Revenues – pass-through payments to partner organizations for attraction of tourists and convention delegates, promotion and development of the arts, historic preservation and restoration, and other related purposes permitted by state and local law;</li> <li>b. Sales Tax Revenues – pass-through payment to Limited Partnership Annexations and transfers related to Chapter 380 agreements;</li> <li>c. Property Tax – pass-through transfer amount to the Dedicated Drainage and Street Renewal Fund for captured revenue and transfers related to Chapter 380 agreements;</li> <li>d. Municipal Service Fees revenues – pass-through transfer amount to Police Special Service Fund for police services in certain reinvestment zones and;</li> <li>e. Other collection revenues – payment to vendors based on commission-based contracts.</li> </ul> |               |

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| 8. A City employee compensation study shall be performed by an independent outside third-party contractor and presented to BFA at least every three years by the Human Resources Department in conjunction with the Finance Department. The compensation study shall review total compensation to include salary, overtime, medical benefits, paid leave, physical training leave, disability insurance, life insurance, retirement benefits, educational assistance programs, and all other compensation elements.   | N/A           |
| 9. The City's operating budget shall include the required level of annual Operating Maintenance funding for facilities, fleet, equipment and technology necessary to maximize service efficiencies and to minimize the lifecycle cost of each asset. Operating Maintenance funding will be prioritized each year to ensure capital facilities and equipment are sufficiently maintained and maintenance is not deferred to future years. To implement this policy, funding for Operating Maintenance of General Fund facilities shall be increased by at least 0.25% each fiscal year beginning in FY2016 and continuing until annual funding reaches at least 2% of Current Replacement Value at which time it will remain constant. | In Compliance |
| 10. All Requests for Council Action that request funding not in the adopted budget (e.g., establishing a new service not in the budget, increasing enforcement above the level established in the budget, etc.) must be accompanied by a Fiscal Note that includes start-up costs of the program/project and the projected operating and maintenance costs for a minimum of five years, as well as identification of corresponding budgetary savings or other funding source necessary to meet funding needs.   | N/A           |

**G. Capital Asset Management Policies**

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| 1. The five-year CIP shall be presented to and passed by City Council annually before the end of the preceding fiscal year.  | In Progress |
| 2. Capital projects may not be included in the CIP without identified funding. Identified funding includes funds that are reasonably anticipated such as grants that have been awarded but not yet funded. Identified funding may also include proceeds from an anticipated future bond election.  | In Progress |
| 3. A five-year operating budget impact projection for all projects shall be reported in the CIP.   | In Progress |
| 4. The City shall prioritize Asset Renewal and Replacement of existing facilities over new facilities.   | In Progress |
| 5. All CIP-related Requests for Council Action must include a Fiscal Note that includes design and construction costs of the program/project and the projected operating and maintenance costs for a minimum of five years, as well as a reference to the item in the CIP where funding for the request is designated.   | In Progress |
| 6. For each new General Fund facility (i.e., not part of an enterprise fund) or Major Renovation of a General Fund facility, beginning in FY2016, 2% of the Current Replacement Value shall be included for capital maintenance in each fiscal year of the immediately following CIP and every CIP thereafter until that facility is sold or otherwise disposed of. Such funds may be used on any owned General Fund facility. | In Progress |



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| <p>6. Each fiscal year, the City will use that year's General Obligation (GO) debt service payment as a baseline to establish an index reflecting 4% annual growth in the City's GO debt service (i.e., if the current fiscal year's debt service is \$100, then the debt service index for subsequent years would be \$104, \$108.16, \$112.49, \$116.99, etc.). If any proposed action by the City (e.g., adoption of the CIP, or Council authorization of debt issuance) is to cause the GO debt service schedule as projected by the City's Financial Advisor to exceed the index in FY2019 and/or any subsequent year(s), a funding mechanism (e.g., reduced expenditures or increased revenue) must be identified to offset the amount(s) by which the proposed debt service payment(s) exceed the index. For purposes of this section, "identification" of a funding mechanism is satisfied by presentation to BFA and/or City Council prior to any action that would incur GO debt.</p>   | In Compliance |
| <p>7. Through greater emphasis on pay-as-you-go infrastructure funding, it is the City's goal to reduce the General Fund transfer for debt service while remaining in compliance with all relevant bond or other debt covenants and indentures. Toward this goal and in compliance with such covenants, the maximum annual General Fund transfer for debt service is to be maintained at 20% of General Fund revenues (excluding state and federal grants) until FY2019. Beginning in FY2019 and in each subsequent fiscal year, the maximum annual General Fund transfer for debt service is to be reduced by 0.5% annually until it reaches 10% of General Fund revenues (excluding state and federal grants), at which point the maximum is to be held constant and remain at 10%.</p>   | In Compliance |
| <p>8. The City's desired target for average weighted General Obligation bond maturities is 12 years or less.</p>  | In Compliance |
| <p>9. When refunding debt, the average weighted maturity of the refunded bonds may not be extended by more than one year unless approved by a two-thirds vote of the City Council present and voting.</p>   | In Compliance |
| <p>10. Other than periodic refundings of commercial paper in accordance with routine City business, the City may initiate a refunding of outstanding debt when:</p> <ul style="list-style-type: none"> <li>a. A refinancing is expected to relieve the City of financially restrictive covenants;</li> <li>b. A refinancing is expected to significantly reduce the remaining term of the debt being refunded; or</li> <li>c. At the transaction's initiation, the City's financial advisors project net present value savings of at least: <ul style="list-style-type: none"> <li>i. 3% for Current Refundings, unless the final maturity of the refunded bonds is less than five years, in which case the bonds may be refunded for any savings if the final maturity of the bonds refunded is not extended; and</li> <li>ii. 5% for Advance Refundings, unless the final maturity of the refunded bonds is less than five years, in which case the bonds may be refunded for any savings if the final maturity of the bonds refunded is not extended.</li> </ul> </li> </ul> | In Compliance |

The Finance Working Group will be responsible for confirming that one of the above conditions exists.

FINANCIAL POLICIES	CURRENT STATUS
11. All City financings must comply with applicable Federal, State and Local legal requirements; the Finance Working Group and City Council must approve the issue; the City must analyze the long-term affordability of the debt and assess the issue's impact on the City's self-imposed financial limitations on indebtedness.	In Compliance
12. The City shall review all outstanding debt at least annually for the purposes of identifying refunding opportunities.	In Compliance
13. A formal Request for Information (RFI) process shall be conducted by the Finance Working Group annually when selecting underwriters in order to promote fairness, objectivity and transparency. The selection committee shall report results of the RFI process to BFA and present recommendations for transactions expected to occur during the following year. RFIs shall include questions related to the areas listed below to distinguish firms' qualifications and experience, including but not limited to: <ul style="list-style-type: none"> <li>a. Relevant experience of the firm and the individuals assigned to the issuer, and the identification and experience of the individual in charge of day-to-day management of the bond sale, including both the investment banker(s) and the underwriter(s);</li> <li>b. A description of the firm's bond distribution capabilities including the experience of the individual primarily responsible for underwriting the proposed bonds. The firm's ability to access both retail and institutional investors should be described;</li> <li>c. Demonstration of the firm's understanding of the issuer's financial situation, including ideas on how the issuer should approach financing issues such as bond structures, credit rating strategies and investor marketing strategies;</li> <li>d. Demonstration of the firm's knowledge of local political, economic, legal or other issues that may affect the proposed financing;</li> <li>e. Documentation of the underwriter's participation in the issuer's recent competitive sales or the competitive sales of other issuers in the same state;</li> <li>f. Analytic capability of the firm and assigned investment banker(s);</li> <li>g. Access to sources of current market information to provide bond pricing data before, during, and after the sale;</li> <li>h. Any finder's fees, fee splitting, or other contractual arrangements of the firm that could present a real or perceived conflict of interest, as well as any pending investigation of the firm or enforcement or disciplinary actions taken within the past three years by the Securities and Exchange Commission, the Municipal Securities Rulemaking Board, or any other regulatory agency.</li> </ul>	In Compliance

**J. Accounting, Auditing and Financial Reporting Policies**

1. Single Audit Report or other audits of Federal and State grant funds will be performed in compliance with applicable provisions of the Single Audit Act, applicable Office of Management and Budget Circulars, and other relevant federal, state and local rules and regulations.	In Compliance
2. Annual financial statements will be prepared in accordance with Generally Accepted Accounting Principles.	In Compliance

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| 3. An annual audit will be performed by an independent public accounting firm in accordance with Generally Accepted Government Auditing Standards and the opinion will be included in the Comprehensive Annual Financial Report.  | In Compliance |
| 4. To the extent practicable, all Component Units of the City must follow all City accounting, audit and financial reporting policies.  | In Compliance |
| 5. The City will conduct a soft close of its books quarterly within 15 calendar days of quarter end for the first three quarters of any fiscal year. All normal business entries will be booked prior to fiscal year-end soft close, which will occur within 65 calendar days of year end. This policy shall be implemented beginning with a soft close at the end of the first quarter of FY2016. Directors in charge of each fund, including grants, will submit certification upon close that include: All daily operational financial transactions have been recorded; All accounting system modules/subsidiary ledgers have been reconciled; All journal entries have been recorded [for example, bond issuance transactions, expenditures related to work In Progress and impact on capitalization, etc.]; All material journal entries have been reviewed and approved; All balance sheet accounts have been reconciled and are materially correct; All income and expense accounts have been reviewed and are materially correct; and Management review of accounts has occurred. | N/A           |
| 6. The Single Audit Report (annual audit) and the accompanying auditor's letter to management shall be released to City Council and published prominently on the City's website within 30 days of receipt from the auditor.   | In Compliance |
| 7. At least every two years, the Finance Working Group shall develop and update a written disclosure policy consistent with federal securities law and the City's continuing disclosure undertakings with respect to the City's outstanding debt.   | N/A           |

**K. Internal Control Over Financial Reporting Policies**

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| 1. The goals and objectives of the City's internal controls policies are to protect public assets and to foster reliance on public information for decision-making purposes at all levels both internally and externally. | In Compliance |
| 2. The Mayor, City Council, City Controller, Finance Director and all department directors shall establish the presence of integrity, ethics, competence and a positive control environment.                              | In Compliance |
| 3. Managers and supervisory personnel are responsible for establishing, executing, and maintaining control policies and procedures at the detail level within their specific business units.                              | In Progress   |



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| <p>4. The City's internal control structure will be based on the Committee of Sponsoring Organizations of the Treadway Commission on Fraudulent Financial Reporting (COSO) framework and comprised of the following five elements: (a) Control Environment – Factors include integrity and ethical values, commitment to competence, leadership philosophy and operating style, assignment of authority and responsibility, and policies and procedures; (b) Risk Assessment – Routine assessment of risk and its impact on internal controls; (c) Control Activities – Such as segregation of duties, authorization of transactions, retention of records, supervision or monitoring of operations, physical safeguards, etc.; (d) Information and Communication – Policies and procedures are documented and accessible; and (e) Monitoring – Assessment of the quality of performance over time and to determine whether controls are effective and track resolution achievements of identified problems.</p> | In Progress   |
| <p>5. The Single Audit Report as addressed in J.6. above shall include a report on the sufficiency of the City's internal controls over financial reporting, and shall include or be accompanied by management's response to the report; these shall also be released to City Council and published prominently on the City's website within 30 calendar days of receipt (for the report) or completion (for management's response if not included in the report).</p>   | In Compliance |

**L. Local Economic Development Policies**

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| <p>1. The City shall define its scope of economic development emphasis through three distinct priorities:</p> <p style="padding-left: 40px;"><b>Priority 1:</b> Through collaborative development partnerships and strategic use of financial resources, continue to support the defined industries (Energy, Aerospace, Manufacturing and Distribution, Biotech and Medical) that make up our competitive advantage and are recognized as the dominant economic contributors to the employment and capital base.</p> <p style="padding-left: 40px;"><b>Priority 2:</b> Deploy financial resources to underutilized, unproductive target areas (distressed, declining, brownfield or poor performing) to enhance their long term sustainability.</p> <p style="padding-left: 40px;"><b>Priority 3:</b> Create programs designed to address a specific development deficiency within a defined geographic boundary with the intended outcome of stabilizing the local area.</p> | In Compliance |
| <p>2. The City shall perform market and business analyses to identify target areas to focus its efforts. One such analysis is statistical cluster analysis to determine hotspots of infrastructure gaps, specific development deficiencies, high unemployment areas, inadequate quality of life, assets, housing disparities and insufficient access to food. The City shall regularly evaluate and confirm industry clusters and business sectors that create its distinct competitive advantage and establish the criteria, guidelines and performance metrics by which to evaluate projects submitted for certain incentive consideration.</p>   | In Progress   |
| <p>3. The City shall identify target areas that are distressed or otherwise deficient in any development category and impairing economic production and establish the criteria, guidelines and performance metric by which to evaluate projects submitted for certain incentive consideration.</p>  | In Progress   |

FINANCIAL POLICIES	CURRENT STATUS
4. The City shall determine the most appropriate economic development program(s) available to address the economic situation or priority and where applicable engage public or private partners to contribute financial or other resources to achieve the desired economic or development outcome.	In Compliance
5. The City shall set forth project eligibility criteria to include: minimum job creation, minimum compensation levels, minimum private investment, justification for public participation qualifying public improvements, maximum public investment, term of incentive, financial viability of developer, public purpose for financial assistance, risks associated with public investment, financing instruments, and total project costs.	In Compliance: Scoring matrix
6. Standardized presentation, application and evaluation formats will be presented to BFA for use in consideration of economic development projects.	In Compliance
7. The standard application format for economic development projects shall include, but is not limited to, the following: <ul style="list-style-type: none"> <li>a. Name of the applicant;</li> <li>b. General nature of the applicant's investment;</li> <li>c. Relationship between the applicant's industry and the types of jobs to be created by the applicant;</li> <li>d. Relative level of the applicant's investment per job to be created by the applicant;</li> <li>e. Number of jobs to be created by the applicant;</li> <li>f. Wages, salaries, and benefits to be offered by the applicant to the job holders, the ability of the applicant to locate or relocate in another state, or another city in the region;</li> <li>g. Financial impact the project will have on the City;</li> <li>h. Number of similar projects, if applicable, completed in the City during the two years preceding the date of application submittal; and</li> <li>i. Projected market value of the proposed project.</li> </ul>	In Compliance
8. The standard evaluation criteria for economic development projects shall include, but is not limited to, the following: <ul style="list-style-type: none"> <li>a. Scope and appropriateness of economic development tools;</li> <li>b. Eligibility in accordance with L.5. above;</li> <li>c. Compliance with the City's standard application format; and</li> <li>d. Performance for any prior approved projects.</li> </ul>	In Progress
9. The Mayor's designee, in conjunction with the City Attorney, shall establish procedures by which the City shall recoup its investment in the event a project fails to comply with the terms of its agreement.	In Compliance

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10. The Mayor's designee shall report annually to BFA detailing the progress of each active project in which the City has provided an incentive. A project shall not be deemed inactive and removed from the report until the project has achieved its goals or the City has recouped its investment. The report shall include, but is not limited to, the following:
- a. Amount of the investment each recipient committed to expend or allocate;
  - b. Amount of the investment each recipient expended or allocated per project;
  - c. Market value of the property of each recipient as determined by appraiser;
  - d. Number of jobs each recipient of an incentive committed to create;
  - e. Number of new jobs each recipient actually created, median wage of the new jobs created, and the number of jobs created that provide health benefits for employees.

N/A

## OPERATING BUDGET PROCESS

The general framework for the Operating Budget process is presented in Exhibit 1. Formalization of the process began in FY1988 with the establishment of basic policies. In FY1989, City Council approved an ordinance requiring a monthly financial status report from the Finance and Administration Department (renamed Finance Department) and the Office of the City Controller.

The budgetary process was further strengthened with the adoption of the integrated budgeting and planning resolution and budget calendar ordinance in FY1989. This resolution includes linking plans and budgets for the General, Enterprise, and Special Revenue Funds and the Capital Improvement Plan (CIP). The integrated approach also calls for service impact information, input from the public and elected officials, and linking current budgets with five-year forecasts. The budget calendar ordinance requires the development of a budget calendar with specific dates for the presentation of several phases of the budget as illustrated in Exhibit 2.

The amendment process for the budget is governed by Section 102.009 (b) (c) of the Texas Local Government Code which stipulates that after final approval of the budget, the City Council must spend funds only in strict compliance with the budget, except in an emergency. The City Council may authorize an emergency expenditure as an amendment to the original budget only in a case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention. If Council amends the original budget to meet an emergency, Council shall file a copy of the resolution amending the budget with the City Secretary, and the City Secretary shall attach the copy to the original budget.

In January and February 2015, Department Directors presented financial/budgetary information to the Budget and Fiscal Affairs Committee as part of a series of Core Assessment Work Sessions. The purpose of the forum is to allow council members to evaluate information presented and provide guidance to the Administration. In April and May 2015, the Finance Department began briefing Council on the preparation of the FY2016 Budget. After departments submitted their budgets, a series of meetings with the Finance Department were conducted to evaluate and determine the requests that would be incorporated into the Mayor's Budget. Budget workshops were held by the Budget and Fiscal Affairs Committee in May and June.

## CAPITAL IMPROVEMENT PLAN PROCESS

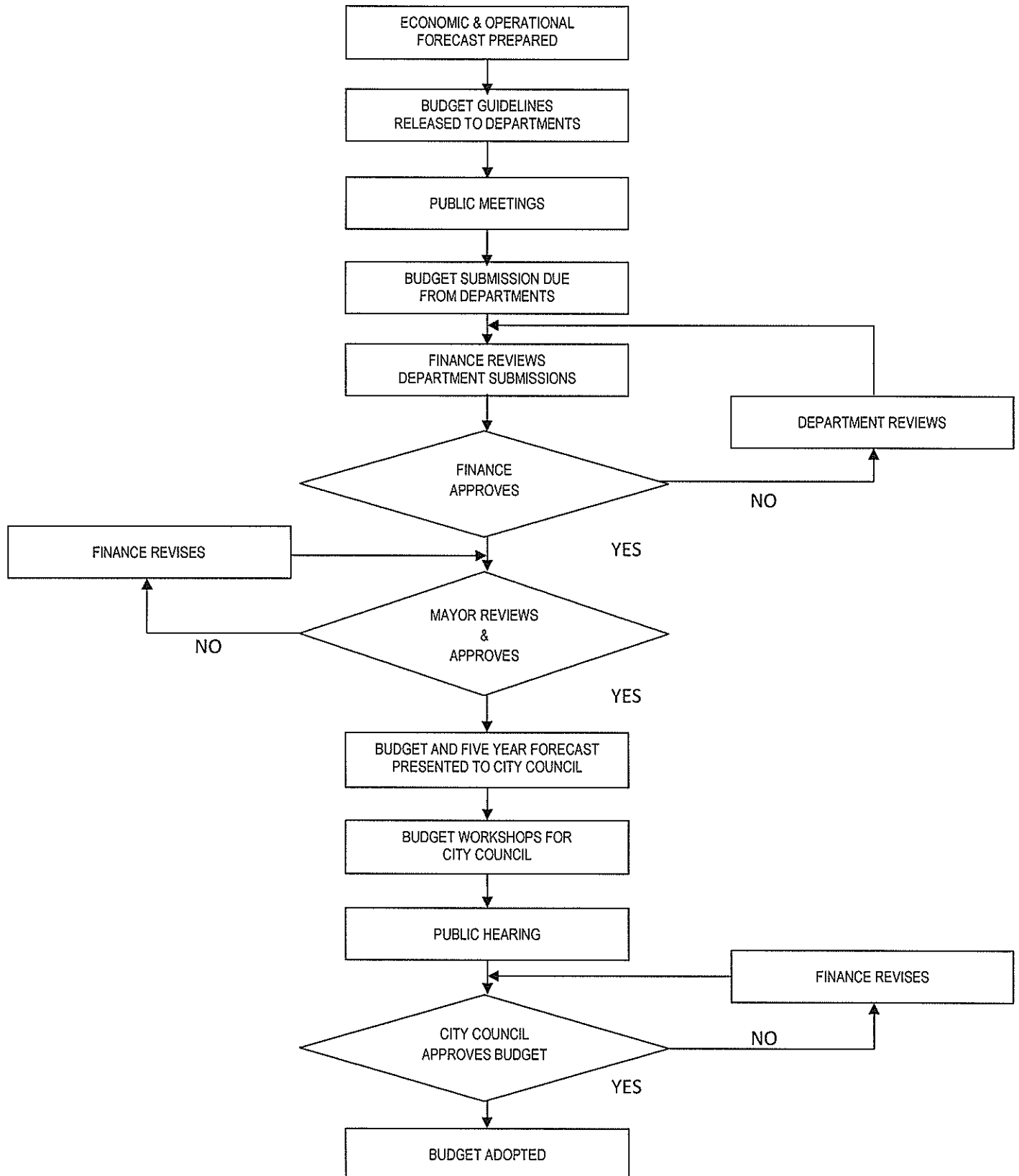
The process to prepare and adopt the five-year Capital Improvement Plan (CIP) for FY2016-FY2020 generally follows the same procedures as the Operating Budget. Refer to Exhibits 2 and 3 for schedule and comparison.

In February and March, public meetings were conducted in all Council districts. During these meetings, citizen comments were received regarding capital project plans. Comments were forwarded to applicable Council Members, Public Works & Engineering (PWE), and other City departments. City departments reviewed projects in the FY2015-FY2019 CIP to determine whether rescheduling of projects and adjustments in funding would be required.

In February and March, departmental CIP submissions were received, reviewed, and evaluated by the Finance Department. CIP reviews and discussions between City departments and Finance were held in March and April. Upon completion of an evaluation period, a proposed FY2016-FY2020 CIP will be prepared for presentation to City Council for review and adoption.

Enterprise Fund capital projects may vary from FY2015, but would do so only as a result of considerations internal to each respective enterprise/revenue bond fund program. Enterprise projects and Public Improvement Bond (PIB) funded projects will be implemented over the next five years and are included in the FY2016-FY2020 CIP.

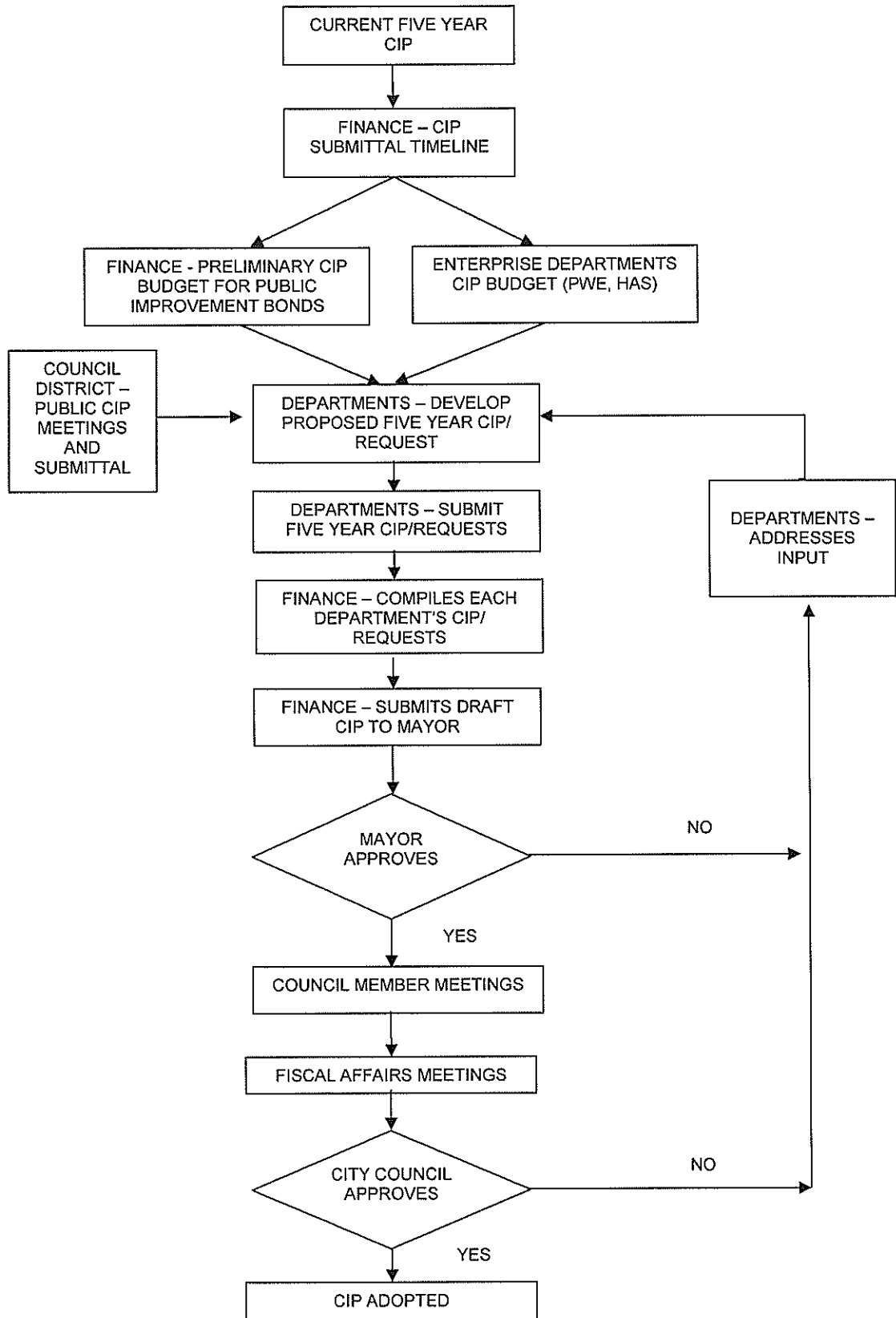
## EXHIBIT 1 OPERATING BUDGET PROCESS



## EXHIBIT 2

MONTH	OPERATING BUDGET ACTIVITIES	CAPITAL IMPROVEMENT PLAN ACTIVITIES	GRANT ACTIVITIES
January	Operating budget preparation instructions and materials distributed	CIP preparation instructions and materials distributed to departments	NA
February – March	Departments submit operating budget requests	Public Meetings on CIP Departments submit CIP requests Executive review of proposed projects	NA  HCD develops and publishes the draft 2015-2019 Consolidated Plan and 2015 Annual Action Plan for public comment (CDBG, HOME, HOPWA & ESG).
April	Finance analyzes and consolidates Operating Budget	Executive review of Proposed Projects	Two Public Hearings on the 2015-2019 Consolidated Plan and 2015 Annual Action Plan held.  HCD presents annual budgets to Housing and Community Affairs City Council Committee.  2015-2019 Consolidated Plan and 2015 Annual Action Plan submitted for Council approval.  Council approves the submission of the 2015-2019 Consolidated Plan and 2015 Annual Action Plan.
May	Mayor proposes Operating Budget	City Council Member review of draft CIP	2015-2019 Consolidated Plan and 2015 Annual Action Plan including CDBG, HOME, HOPWA, and ESG annual applications submitted to HUD.
May – June	Council Workshops Public Meetings on Budget	Mayor proposes CIP	NA
June	Council approves Operating Budget	Council approves Capital Improvement Plan	NA

### EXHIBIT 3 CIP PREPARATION PROCESS

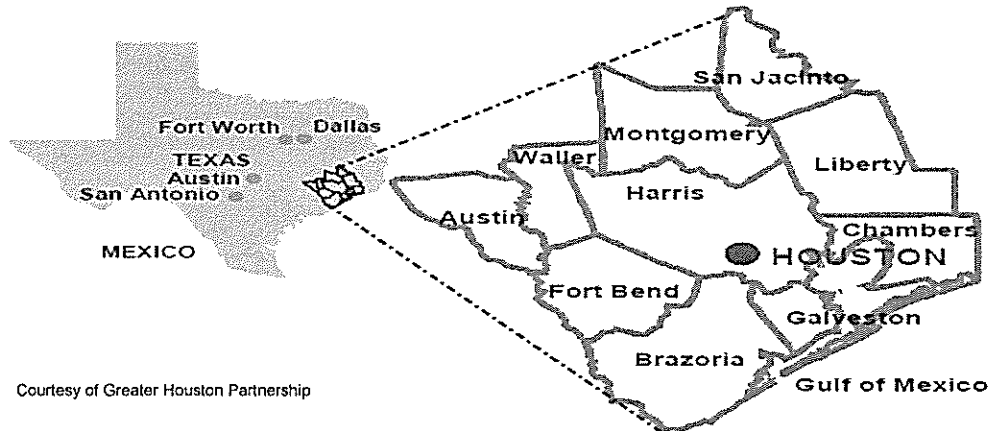


## DEMOGRAPHIC & ECONOMIC SUMMARY OF THE CITY

The City of Houston was founded on August 30, 1836, by brothers Augustus Chapman Allen and John Kirby Allen, and named after General Sam Houston. The City of Houston's simple 19th century city seal – the noble locomotive (heralding Houston's spirit of progress) and the humble plow (symbol of the agricultural empire of Texas from which Houston would draw her wealth) – clearly speaks to the roots of Houston's economy and to the visionary leadership of its citizens.

According to the United States Census Bureau, Houston has a total area of 600 square miles comprising of 579.4 square miles of land and 22.3 square miles of water. Downtown Houston stands about 50 feet above sea level, and the highest point in far northwest Houston is about 125 feet in elevation. Houston is the fourth most populous city in the nation with the estimated population of 2,195,914 (3,660 people per square mile), just behind New York, Los Angeles and Chicago; and is the largest city in the southern U.S. and Texas.

With 6,313,158 inhabitants in 2013, the 10-county Houston-Sugar Land-Baytown Metropolitan Statistical Area (MSA) is the nation's fifth most populous metro area. The entire MSA covers more than 10,000 square miles and includes all or part of the Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, San Jacinto, and Waller counties. Houston is the center city of one of the most dynamic urban centers in the United States.



2013 Cities Population				
New York	Los Angeles	Chicago	Houston	Philadelphia
8,405,837	3,884,307	2,718,782	2,195,914	1,553,165
2013 Metro Area Population				
New York, Newark, Jersey City, NY-NJ-PA				19,949,502
Los Angeles, Long Beach, Anaheim, CA				13,131,431
Chicago, Naperville, Elgin, IL-IN-WI				9,537,289
Dallas, Fort Worth, Arlington, TX				6,810,913
Houston, The Woodlands, Sugar Land, TX				6,313,158
Philadelphia, Camden, Wilmington, PA-NJ-DE-MD				6,034,678
Washington D.C., Arlington, Alexandria, VA-MD-WV				5,949,859

According to the U.S. Census Bureau, as of 2010, Houston's population diversity consists of: Hispanic or Latino origin 43.8%; White (not Hispanic) 25.6%; African-Americans 23.7%; Asian 6.0%; American Indian and Alaska Native 0.7%; Native Hawaiian and Pacific Islanders 0.1%; and persons of two or more races 3.3%. Additionally, as it pertains to Houston's diverse population, 49.8% is female; 25.9% of all persons are under 18 years of age and 9.0% are over 65 years; 28.3% of all persons are foreign born; and 46.3% of all households speak a language other than English.



Houston boasts many firsts and number one rankings in a variety of areas. Below is a list of just a few of Houston's top rankings and awards:

### Houston Ratings and Rankings

#### **Top Labor Markets in the U.S.**

Forbes – February 10, 2015

#### **Largest Homes in the Nation**

Houston Business Journal (as reported by 24/7 Wall Street) – January 15, 2015

#### **Fastest Growing City in 2014**

The Houston Chronicle (as reported by Forbes) – January 27, 2015

#### **Most Favorable Metro for Stem Workers (Nationally)**

January 14, 2015

#### **Top Selling Master-Planned Communities in 2014**

John Burns Real Estate Consulting (as reported by the Houston Business Journal) – January 7, 2015

#### **Number of Multifamily Units Permitted in 2014**

Houston Business Journal (as reported by Analysis of U.S. Census Building Permit Data by CBRE Group, Inc.) – January 15, 2015

#### **Interstate and Cross-Border Household Moves [to Houston]**

Atlas Van Lines' Migration Pattern Study – January 1, 2015

#### **Best Places for Veterans: Mid-Career**

Houston Business Journal – November 6, 2014

#### **Best Places to Find a New Job – Sugar Land and the Woodlands**

Grow Texas (as reported by Houston Business Journal) – 2014

#### **Top Market for Real Estate Investment And Development Expectations For 2015**

Houston Chronicle – October 22, 2014

#### **Top Destination Cities for College Graduates**

The New York Times – October 20, 2014

#### **Best Indoor Waterpark – Schlitterbahn Galveston Island**

Amusement Today (as reported by Houston Business Journal) – September 10, 2014

#### **U.S. Metro for Exports in 2013**

Department of Commerce (as reported by Houston Business Journal) – September 2, 2014

#### **Most Conservative Students – Texas A&M University**

The Princeton Review – August, 2014

#### **Most Competitive Metros in America**

Forbes – July 2, 2014

#### **Top Global University Business Incubator – Rice University**

UBI Index, University Business Incubator – June 24, 2014

#### **Fastest Growth in Foreign Visitors**

U.S. Commerce Department (as reported by Houston Business Journal) – June 20, 2014

#### **Best Cities for Manufacturing**

Forbes – June 19, 2014

#### **Top Destination City – Fifth Consecutive Year**

U-Haul International – April 10, 2014

#### **Cities on the Rise in Texas – The Woodlands**

NerdWallet – March 17, 2014

#### **Best Cities for Young Entrepreneurs**

CreditDonkey – February 19, 2014

#### **Best Cities for Young Couples**

CreditDonkey – January 22, 2014

#### **Top U.S. Manufacturing Cities**

Manufacturers' News – January 2014

#### **Top Blue-Collar Hot Spots**

Forbes – January 30, 2014

#### **Country Radio Station of the Year – KKQB**

National Association of Broadcasters – September 19, 2013

#### **Spanish Radio Station of the Year - KLOL**

National Association of Broadcasters – September 19, 2013

#### **Top City for Christian Hip-Hop**

Wade-O Radio – September 18, 2013

#### **Best Cities for Jobs this Fall**

Forbes – September 10, 2013

#### **Top Global University Business Incubator – Rice University**

University Business Incubator – June 10, 2013

#### **Top Cities for Global Trade**

Global Trade – August 2013

#### **Best Quality of Life – Rice University**

The Princeton Review (as reported by Rice University) – August 5, 2013

#### **Best Domestic Airport – IAH**

Executive Travel – July/August 2013

#### **Best Cities in Texas for Job Seekers – League City**

NerdWallet – July 21, 2013

#### **Top Gulf Coast Counties for New Plants &**

**Expansions From Oct.'09 - Oct.'11 – Harris County**

Conway Data Inc., New Plant Database - January 2012

#### **America's Favorite Cities 2014**

Travel + Leisure – November 2014

#### **Top Undergraduate Schools for Entrepreneurship**

Programs for 2015 – University of Houston

The Princeton Review and Entrepreneur Magazine – September 16, 2014

#### **Best Quality of Life – Rice University**

The Princeton Review – August, 2014

#### **Most Inc. 5000 Winners of All Time, Based on**

**Number of Companies**

Inc. - June 2014

#### **Top Metros of 2013**

Site Selection – March 2014

#### **Cheapest DMAs for Yuppies**

Locality – February 7, 2014

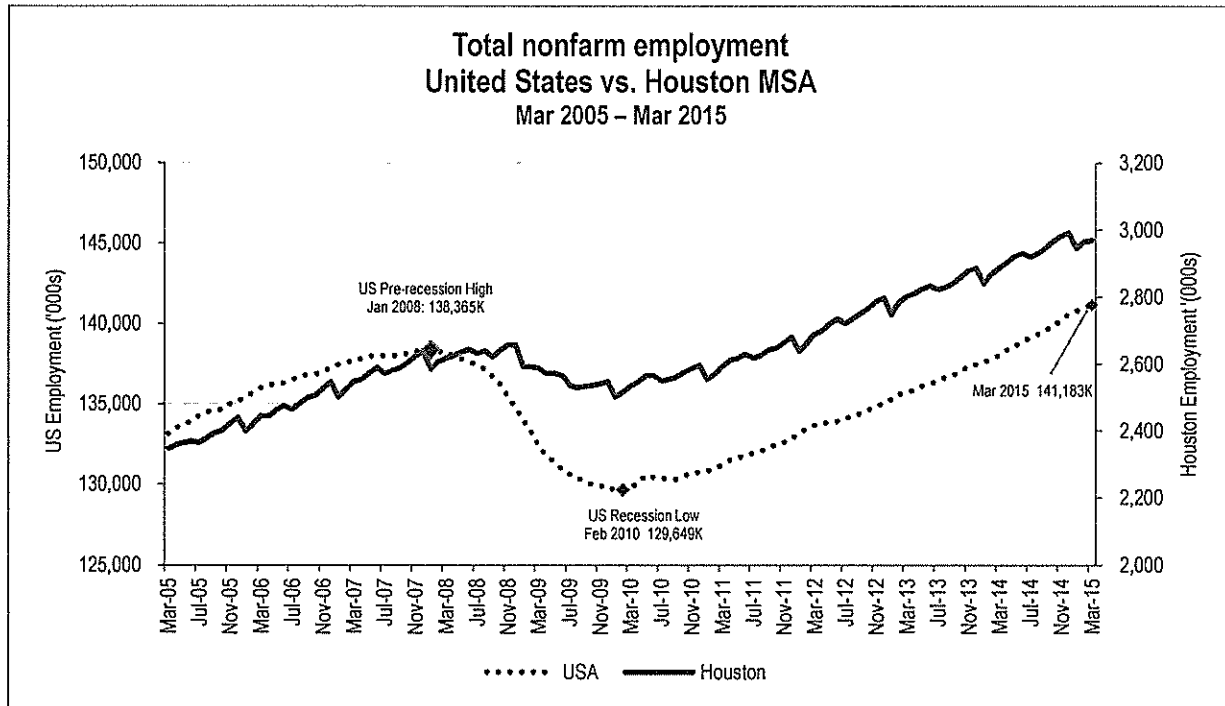
#### **Highest Concentration of Engineers**

EMSI – January 2014

Source: Greater Houston Partnership

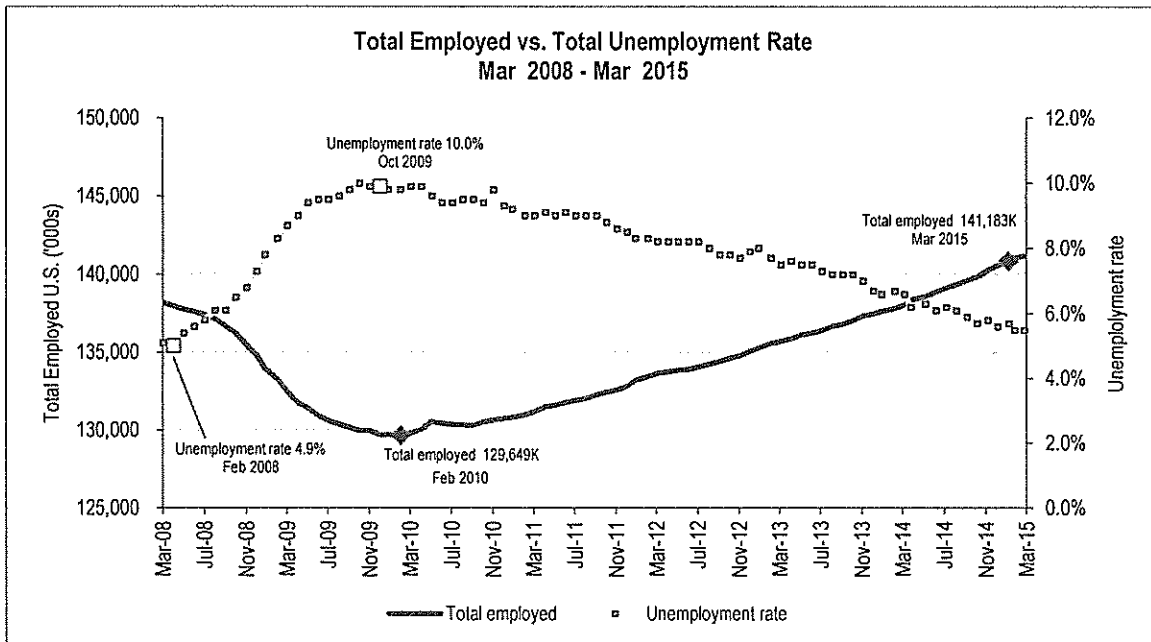
## ECONOMIC OUTLOOK

Houston's economy is poised to show continued growth in FY2016. This is evidenced by its total employment which has continued its growth since January 2010 and has consistently been higher than the national average.



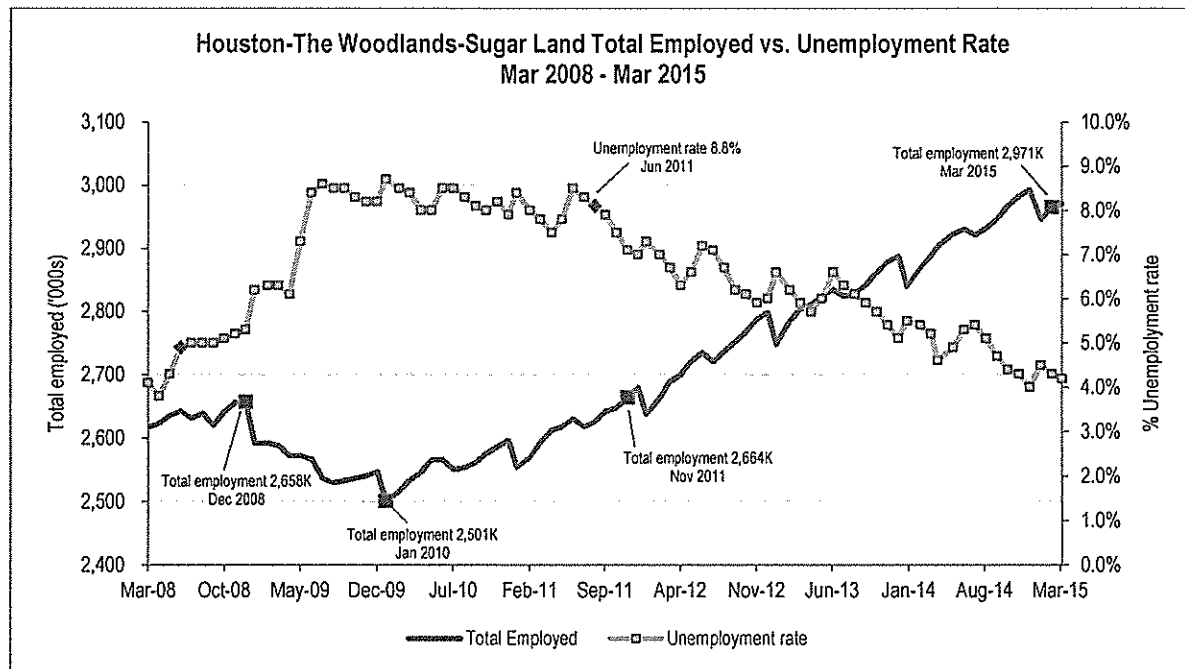
Source: US Census Bureau

Nationally, the slow but steady job growth has moved the nation beyond its pre-recession high of 138.4 million jobs in January 2008. As of March 2015, some 5 years after the recession low of 129.7 million jobs in February 2010, the U.S. has recovered 11.5 million jobs with an estimated 141.2 million jobs, easily surpassing the pre-recession highs.



Source: US Census Bureau

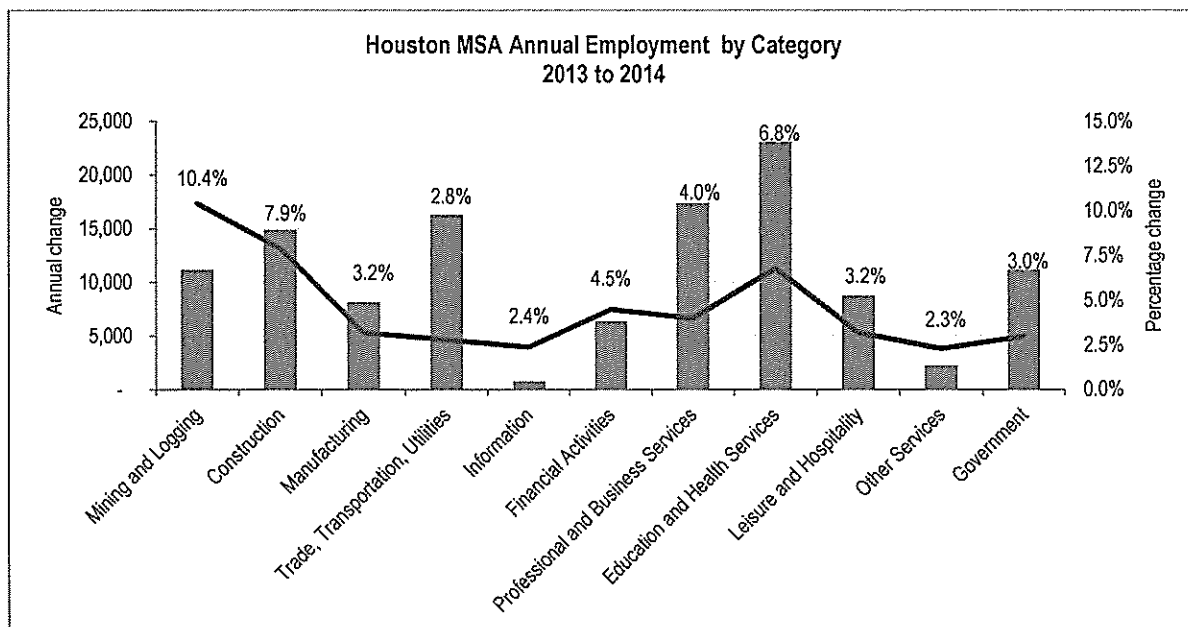
Houston's story is very different: Houston lost 156,400 jobs from December 2008 to January 2010. Houston recovered much more quickly, regaining the pre-recession jobs level by November 2011, only twenty two months after the low point of the recession. Since that time, Houston has experienced a mini-boom attributable as much to its historical economic advantages as a region, compared to the slack caused by the downturn.



Source: US Census Bureau

Houston has recovered at a faster pace than the country as a whole because:

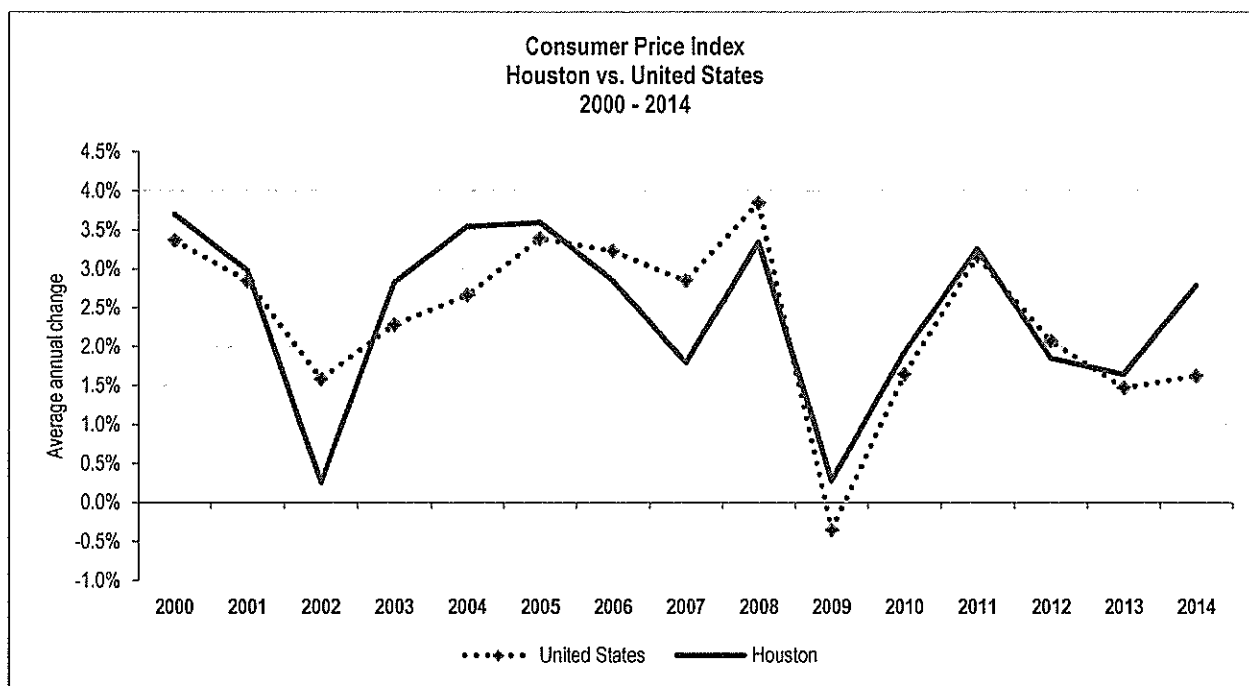
- The region lost a smaller portion of its employment during the recession. When the recovery began, Houston had less ground to make up.
- The three year boom in Houston's energy industry has affected all portions of the energy sector (seen below in the employment categories).
- The region continues to draw residents from other states, both employed and unemployed. Houston's population growth is driving the demand for consumer goods and services, creating jobs and opportunities along the way.



Source: Texas Workforce Commission

## COST OF LIVING AND INFLATION

A significant reason for Houston's sustained growth is its lower cost of living. Houston prices, as measured by the Consumer Price Index (CPI), rose 2.8% in 2014 compared to the national increase of 1.6%, explained largely by the faster growth rate of the Houston economy. However, Houston's overall average CPI for 2014 was 213.4 versus 238.0 nationally, the result of which, is that Houston residents have a cost of living that is approximately 10% less than the national average.



Source: US Bureau of Labor and Statistics

The cost of consumer goods and services, as measured by the Consumer Price Index for All Urban Consumers (CPI-U) for Houston, is trending higher than the national average for 2013 compared to 2014 as evidenced in the chart above. This is due partially to the increase in the cost of oil and gas prices and construction upturn in the construction industry in the Houston MSA. With oil and gas prices on the decline in the latter half of 2014, Houston should expect to see a slight cooling of inflation as the construction industry and the markets adjust to the reduction in oil and gas prices.

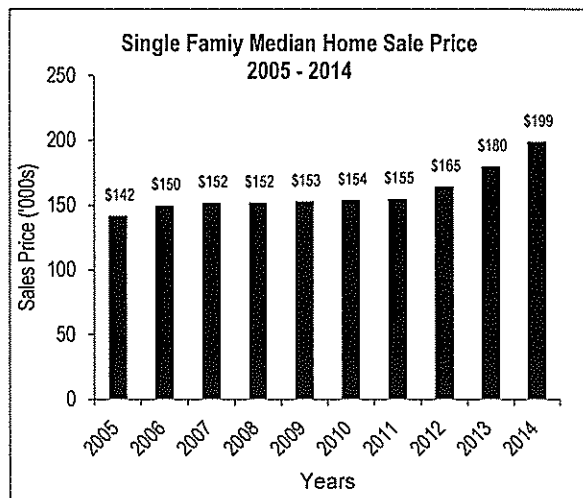
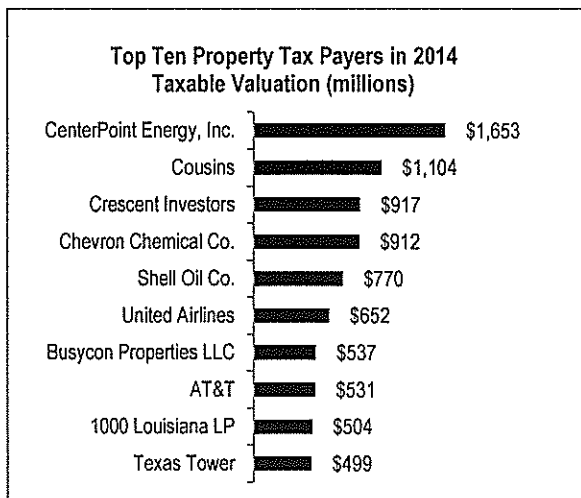
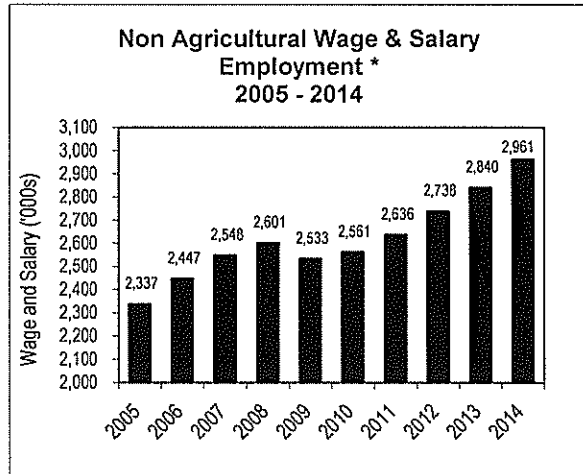
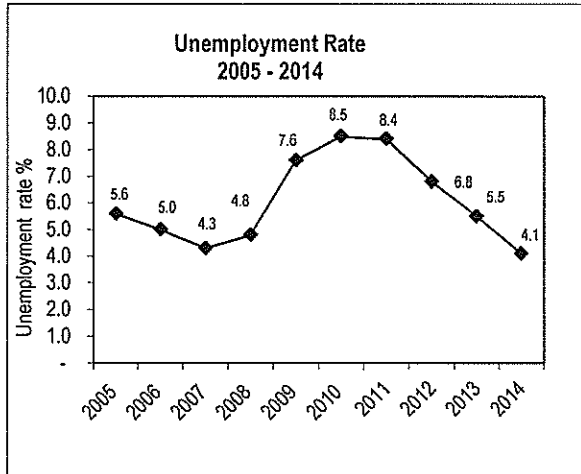
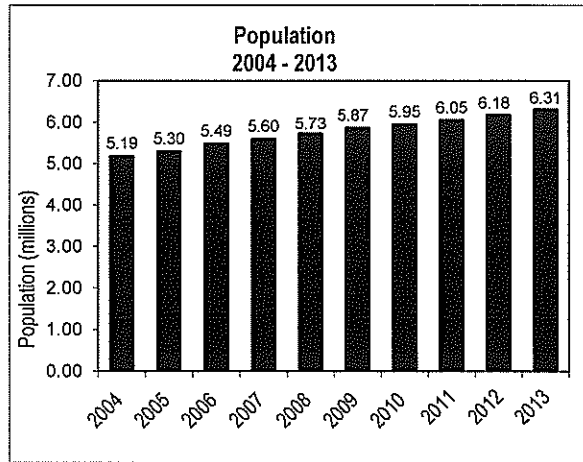
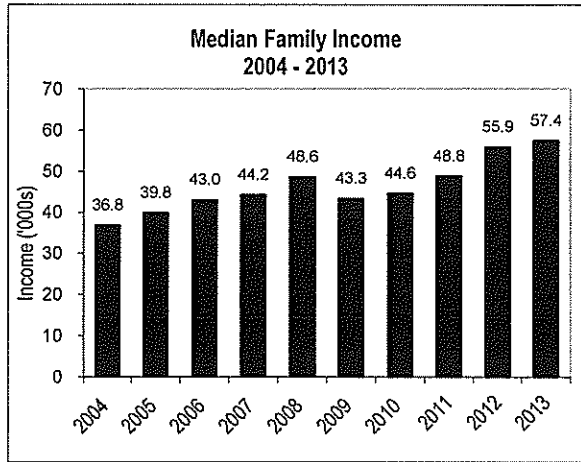
A survey of cost of living comparison in the 20 most populous US Metropolitan areas shows Houston's composite cost of goods ranking at the bottom quartile of these comparable cities. This is primarily due to the more modest grocery, housing, utilities and healthcare costs that Houston boasts when compared to the other major cities.

The table below outlines Houston's cost of living compared to other major US metro areas.

<b>Cost of Living Comparisons 20 Most Populous U.S. Metros (Average for 281 Urban Areas = 100)</b>							
<b>Metropolitan Statistical Area</b>	<b>Composite</b>	<b>Groceries</b>	<b>Housing</b>	<b>Utilities</b>	<b>Transportation</b>	<b>Health Care</b>	<b>Miscellaneous Goods &amp; Services</b>
San Francisco-Oakland-Hayward, CA	153.8	123.9	259.2	101.1	108.6	117.5	113.5
New York-Newark-Jersey City, NY-NJ-PA	150.4	116.4	234.1	118.5	112.4	108.5	122.4
Boston-Cambridge-Newton, MA-NH	137.7	113.9	175.0	135.6	107.1	120.6	130.1
San Diego-Carlsbad, CA	135.4	105.6	204.2	111.3	117.0	112.9	105.9
Los Angeles-Long Beach-Anaheim, CA	135.1	104.8	205.1	112.2	112.1	112.2	106.3
Washington-Arlington-Alexandria, DC-VA-MD-WV	135.0	109.7	223.3	102.8	104.8	94.2	95.9
Riverside-San Bernardino-Ontario, CA	116.1	115.8	131.3	113.7	114.2	107.3	105.4
Philadelphia-Camden-Wilmington, PA-NJ- DE-MD	113.9	110.8	122.5	118.1	105.5	99.4	111.5
Miami-Fort Lauderdale-West Palm Beach, FL	113.3	108.5	135.1	97.8	110.9	100.4	103.8
Seattle-Tacoma-Bellevue, WA	113.0	104.9	129.1	96.2	110.8	116.9	108.1
Baltimore-Columbia-Towson, MD	109.5	108.6	143.6	92.6	100.4	89.6	91.6
Minneapolis-St. Paul-Bloomington, MN-WI	107.9	104.1	115.0	91.9	104.4	101.3	110.5
Chicago-Naperville-Elgin, IL-IN-WI	106.9	98.3	118.9	99.1	117.8	102.1	99.1
Atlanta-Sandy Springs-Roswell, GA	97.2	102.4	92.9	90.6	98.4	103.9	99.5
Dallas-Fort Worth-Arlington, TX	96.9	97.6	86.9	96.8	100.6	100.6	103.5
Phoenix-Mesa-Scottsdale, AZ	96.2	100.6	92.9	96.5	103.0	101.6	93.6
Detroit-Warren-Dearborn, MI	95.1	93.1	91.7	100.8	99.9	96.0	95.1
Houston-The Woodlands-Sugar Land, TX	94.8	86.0	94.0	99.0	94.0	97.0	97.9
St. Louis, MO-IL	93.7	105.2	73.2	115.3	98.6	102.6	96.7
Tampa-St. Petersburg-Clearwater, FL	92.4	98.8	76.3	103.7	102.3	91.3	96.3

Source: Council for Community and Economic Research (C2ER), Cost of Living Index, Annual 2014 (Data based on a survey of 281 urban areas, published January 2015). Note: Data are unweighted averages for all reporting places in each metropolitan area.

EXHIBIT 4 - HOUSTON MSA AT A GLANCE



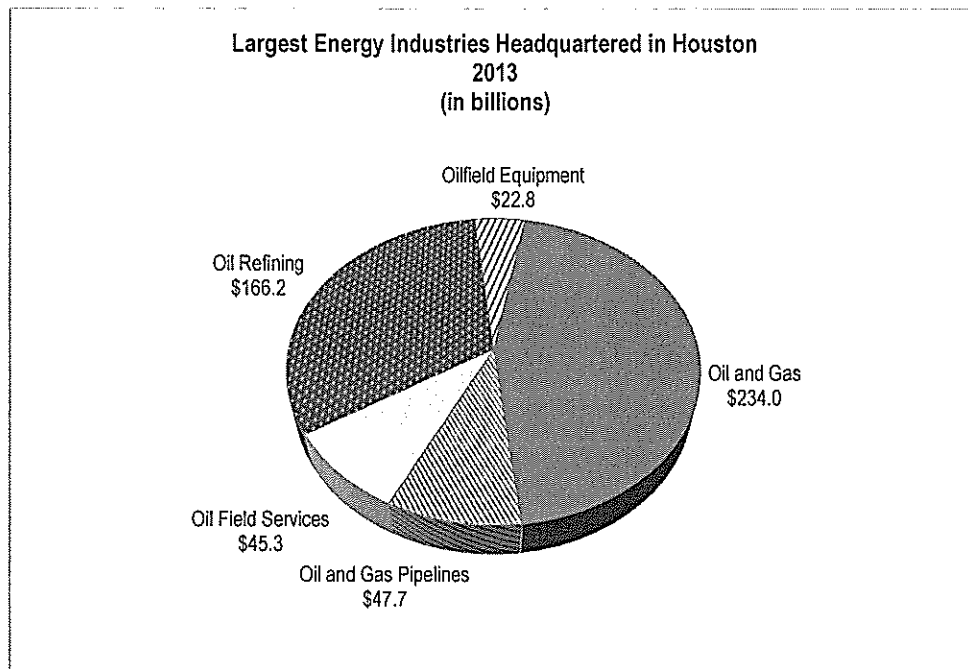
MSA: Metropolitan Statistical Area

\* Not Seasonally Adjusted

Sources: Greater Houston Partnership, US Bureau of Economic Analysis, US Bureau of Labor Statistics

## ENERGY

Houston is the U.S. energy headquarters and a world center for virtually every segment of the oil and gas industry including: exploration, production, transmission, marketing, supply, and technology. Houston is also a major center of alternative energy, positioning the region for continued leadership and participation in world demand for all types of energy for the foreseeable future. This is visible by the Offshore Technology Conference held here annually which presents the best exploration and development technology in the industry.



Source: State of Texas – Office of the Governor, Economic Development and Tourism

When oil prices plummeted in 1982, Houston's energy sector was riding the crest of the largest growth in energy exploration and manufacturing jobs in the City's history. At the peak in 1983, energy jobs comprised over 80% of the City's economic base. When prices began to drop, so did the number of energy jobs. However, over time, the growth in Houston's two other base economic sectors, medicine and space, offset our energy job losses. By 2000, Houston reached equilibrium in its economic base where half of the base was comprised of energy jobs. With the booms of the last ten years, first for natural gas and then for oil, this equilibrium has been maintained, providing a stability to the City's economy that supports continued growth.

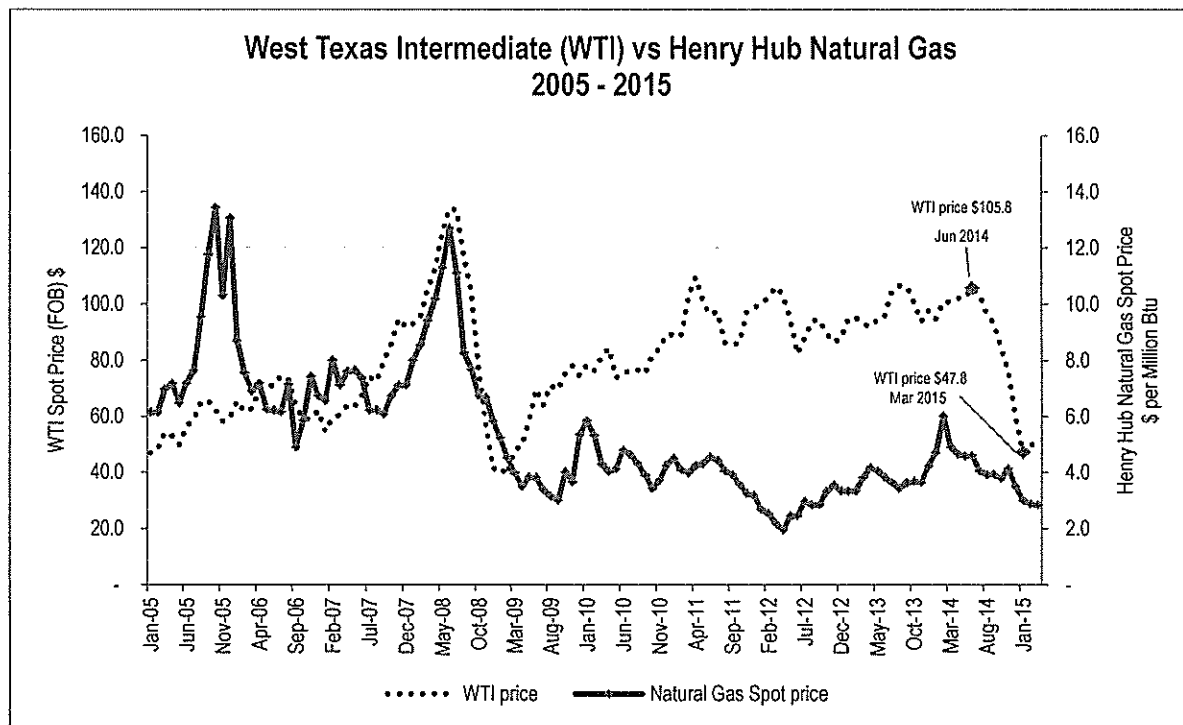
### Houston's Oil & Gas Sector by the Numbers:

- 500+ exploration and production firms with a continuing number of energy company headquarters' relocation to Houston including: BP (2007), Calpine (2009), CITGO (2004), ConocoPhillips (2002), Direct Energy (2012), GE Oil & Gas (2008), Heartland Oil and Gas Corporation (2007), Nexen Petroleum U.S.A. (2012) and Schlumberger (2006)
- 150+ pipeline transportation establishments
- Home to 40 of the nation's top 134 publicly traded oil and gas exploration/production firms
- Nine refineries that produce 2.3 million barrels of crude oil per day which is 13.2% of total U.S. capacity
- 31.6% of U.S. jobs in oil and gas extraction

### Recent Trends and 2015 Outlook

Houston remains as the internationally recognized global energy capital. Oil prices, after achieving a high of \$105.8 in June of 2014, tumbled to \$47.8 in March 2015, lows of which have not been seen since March 2009. As oil prices decline and are expected to remain below \$70 per barrel and being considered the "Energy Capital of the World", Houston still holds 31.6% of the nation's jobs in oil and gas extraction. The nine refineries in Houston process more than 2.3 million barrels of crude oil per day which is approximately half of the state's total production. (Source: Greater Houston Partnership)

The Energy Information Administration (EIA) is forecasting West Texas Intermediate (WTI) will average \$55 in 2015 and a further appreciation in prices in 2016 to \$70 per barrel, which bodes well for Houston and the oil and gas industry.



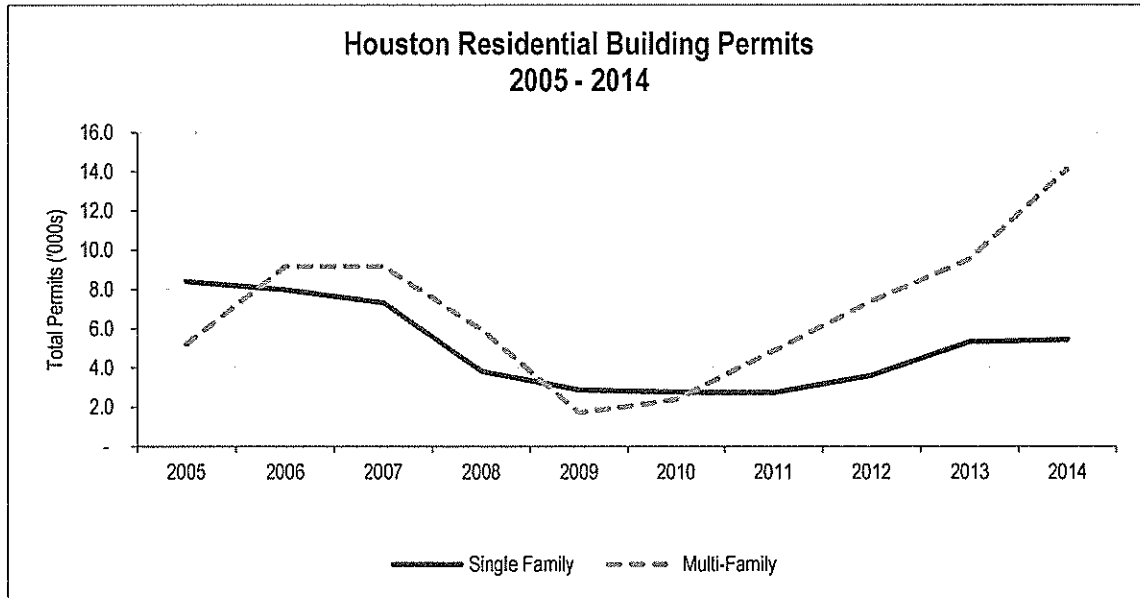
Source: US Energy Information Administration

In the alternative fuels sector, Houston is providing leadership that diversifies its energy sector so as to minimize the risk of overdependence on classic sources. Houston represents more than one-sixth (17.8%) of the nation's biofuel refining capacity and 92.8% of capacity in Texas. The U.S. Department of Energy (DOE) has named Houston a "Solar America City," one of 25 cities to receive this distinction for commitment to solar technology adoption at the local level. Houston is the top municipal purchaser of green power in the nation. In June 2013 the City of Houston signed a two-year agreement to purchase more than 620 million kilowatt-hours (kWh) of Green e-certified renewable energy.

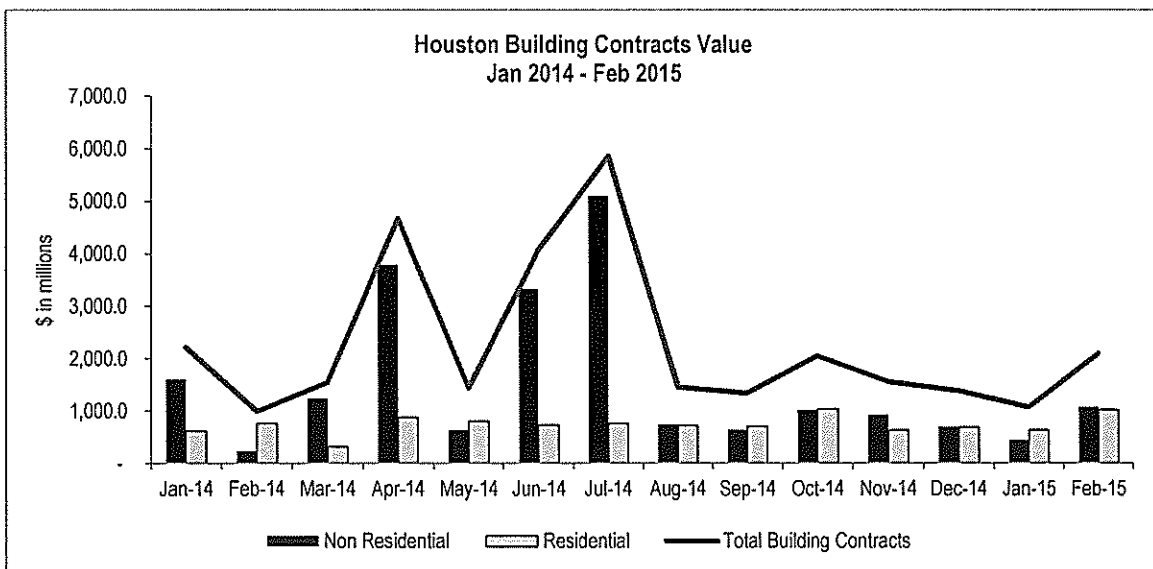


## CONSTRUCTION AND REAL ESTATE

The City of Houston issued approximately 20 thousand Single and Multi-Family residential permits in 2014 marking a historic high. After the recession hit in 2010, the City saw its lowest single family permits issued in 2011. This is showing signs of rebounding with Non-residential construction are projected to show strong increases in 2015. The Houston Airport System is expanding and constructing the Hobby International Airport. The health care construction will see expansion to the Memorial Hermann Texas Medical Center, the Methodist North Tower, and the Texas Children's Hospital, as well as many area school districts anticipate increase in construction.



Last calendar year was a banner year for new construction in Houston, with a new high reached for non-residential construction in July 2014. A record \$31.7 billion in construction contracts was awarded in the Houston metro area. The City of Houston home prices rose in 2014, driven largely by the growing demand and the employment increases within the last few years. In the residential market, Metro Study projects 30,000 single family homes to be built this year. The addition of new homes will provide some relief to the resale home market.



Source: Greater Houston Partnership

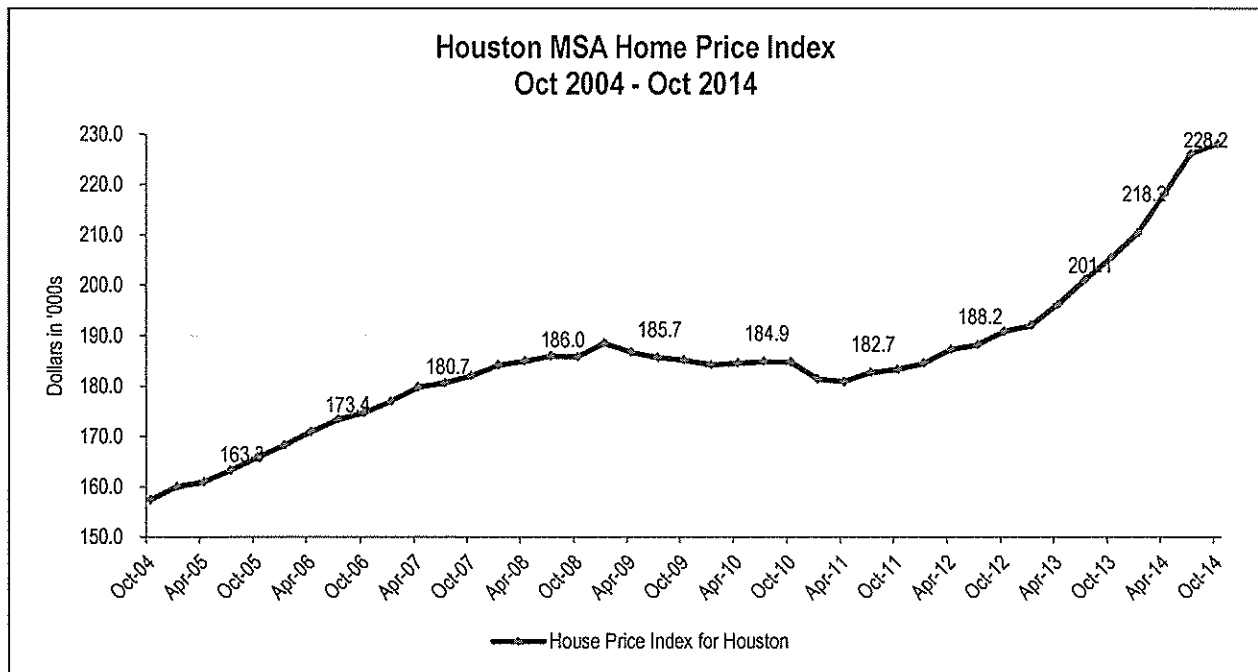
## Single Family Housing

The three-year trend represented in the chart below provided by the Houston Association of Realtors illustrates the vitality of the Houston housing market during the recent employment boom. Demand for single family homes has prompted the value of total sales volume to jump from \$20.8 billion in 2013 to \$23.6 billion in 2014, a 47% increase. The high level of demand was felt in January when sales fell due to a lack of supply of homes for sale. Sales inventory was down to 2.6 months of supply from 3.6 months in January, a year before. This trend has continued unabated into the spring.

SUMMARY OF HOUSTON RESIDENTIAL SALES ACTIVITY			
	2014	2013	2012
Total Sales (units)	91,202	88,080	74,116
Total dollar volume	\$23,553,542,859	\$20,891,392,084	\$16,040,186,637
Single-family sales	75,319	73,266	62,374
Average sales price*	\$270,182	\$248,591	\$225,330
Median sales price*	\$199,000	\$180,000	\$164,500

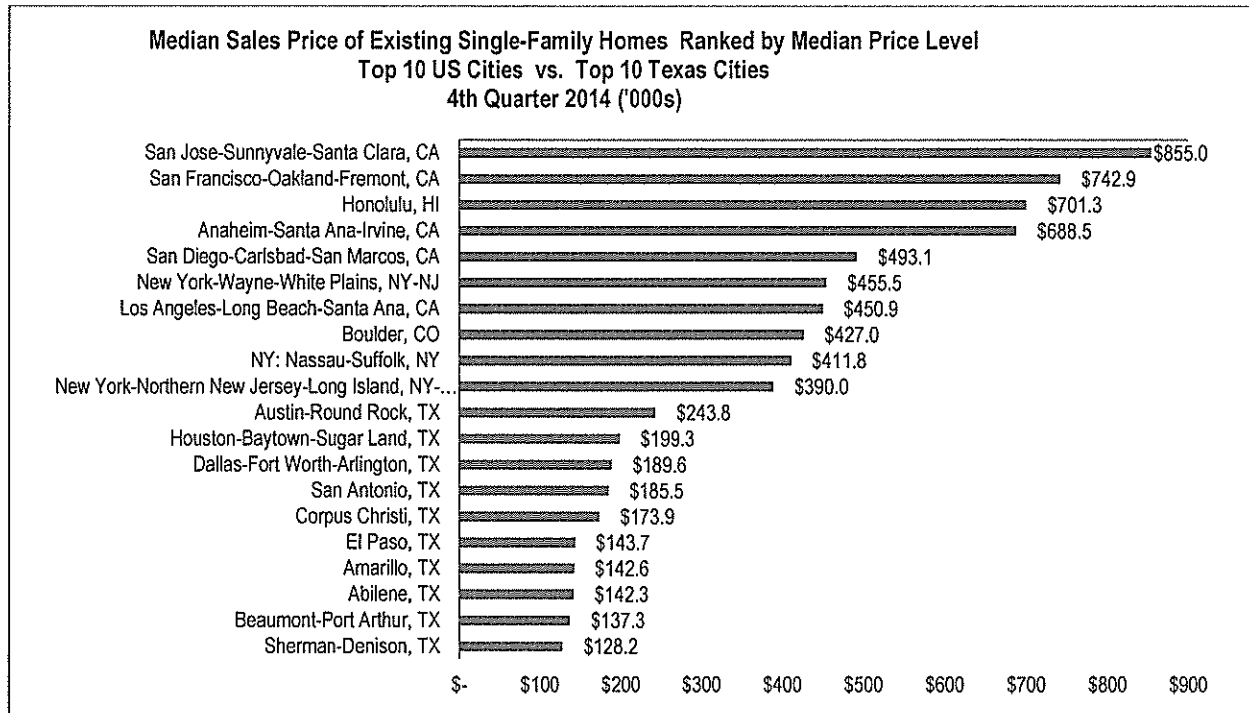
Source: Houston Area Realtors, February 18, 2014 press release

The effect of this active market and the increase in sales prices is impacting the value of new homes throughout the MSA. The Houston home price index bears this out. After several years of sluggish growth in home prices, the most recent spurt in employment and the consequent impact on demand for single family homes caused a one year jump in home prices in 2013. That has not happened since the rebound from the recession in 2009.



Source: Federal Reserve Economic Data (FRED)

As of the fourth quarter 2014, Houston's median sales price for a single family home is \$199,300, according to the National Association of Realtors. This was less than the national average of \$208,700 and well below median prices in the major metropolitan areas shown below. Houston's affordable housing market was not overpriced prior to the recession of 2008-2009 and was a major reason the recession was not as prolonged or as severe as in other parts of the country.



Source: National Association of Realtors

## MAJOR TRANSPORTATION FACILITIES

Houston is an international city with the third largest consular corps in the nation as well as trade and business connections across the U.S. and around the world. One in five Houstonians are foreign born and there are 17 sister-cities to Houston on five continents. Two major transportation facilities provide the backbone for Houston in these regards: the Port of Houston and the Houston Airport System.

The **Port of Houston** is a 25-mile-long complex of diversified public and private facilities located just a few hours by ship from the Gulf of Mexico. The Port of Houston is made up of the public terminals owned, managed and leased by the Port of Houston Authority, and the 150-plus private industrial companies along the 52-mile long Houston Ship Channel. A study done in 2012 by Martin Associates says Ship Channel related businesses contribute 1,026,820 jobs throughout Texas, up from more than 785,000 jobs cited in a 2007 study. This activity helped generate more than \$178.5 billion in statewide economic impact, up from nearly \$118 billion. Additionally, more than \$4.5 billion in state and local tax revenues are generated by business activities related to the port, up from \$3.7 billion.

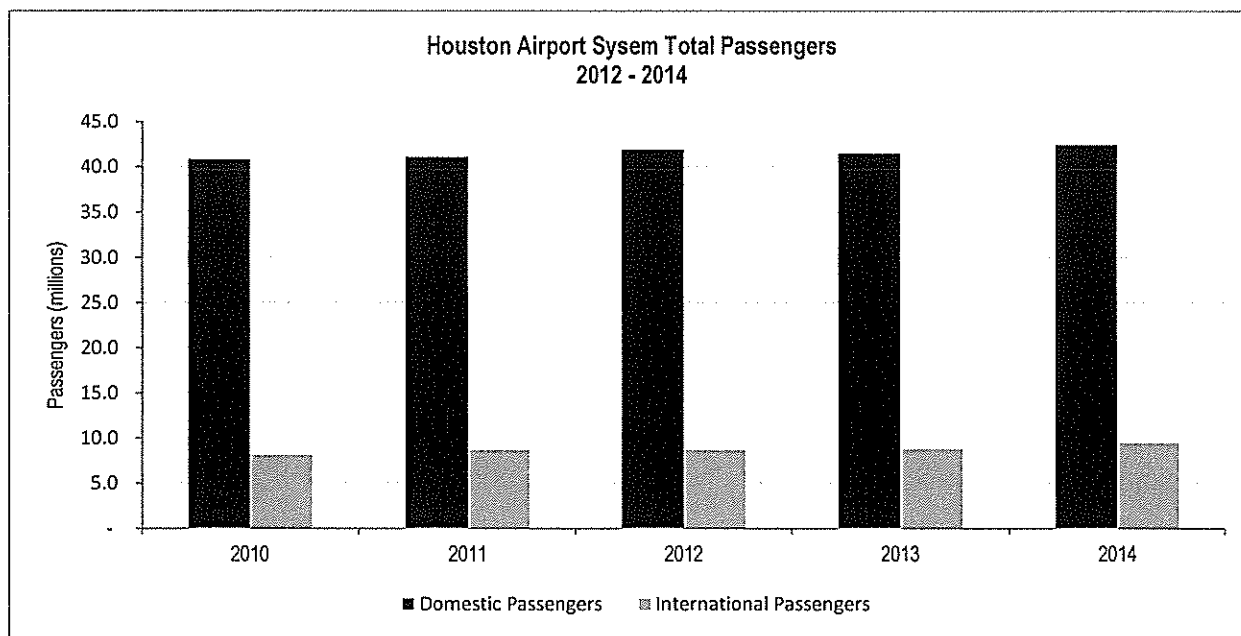
Houston claims 38.6% of the U.S. petrochemical production capacity and the heavy concentration of downstream energy processing industrial facilities along the Houston Ship Channel. It is largely responsible for the volume of trade entering and leaving the Port. The Port is also a major container handling facility and an entry and exit point for a wide variety of domestically produced and consumed goods. It is the largest Gulf Coast container port, handling 67% of U.S. Gulf Coast container traffic in 2014.

Always looking ahead, the Port is nearing approval for dredging operations that will deepen the channel from 40 to 45 feet. Once completed, this will open the ship channel to larger container ship traffic that is expected to increase with the scheduled completion of the Panama Canal expansion project in 2016. The Houston Ship Channel connects Houston to the world and the Port remains the nation's leading Port in terms of foreign tonnage and 2<sup>nd</sup> in overall tonnage.

The **Houston Airport System (HAS)** ranks as one of the largest multi-airport systems in the world. The system includes George Bush Intercontinental Airport (IAH), William P. Hobby Airport (HOU) and Ellington Airport (EFD). Chartered passenger and cargo carriers fly directly to approximately 124 domestic and 74 international destinations in 39 countries from Houston.

George Bush Intercontinental Airport (IAH), Houston's largest airport and the largest hub for United Airlines, offers daily nonstop and direct flights to major cities in Africa, Asia, Canada, Europe, Latin America, Mexico, and the Middle East. IAH is ranked as the 12th busiest U.S. airport for total passenger traffic. Since 2014, IAH has welcomed direct international flights provided by four new carriers: Korean Air to South Korea, Scandinavian Airlines to Norway, and Interjet and Volaris to Mexico. In 2015, IAH will further welcome new service by All Nippon Airways to Japan (June 2015), EVA Air to Taiwan (June 2015), WestJet to Canada (September 2015), and Air New Zealand to New Zealand (Dec. 2015), and will see the first international operations by Spirit Airlines (starting seven international destinations in May 2015).

William P. Hobby (HOU), Houston's original municipal airport, will open a five gate international terminal facility in October 2015, providing service options primarily to Mexico and Latin America. Southwest Airlines has announced plans to begin operating six international routes from HOU when the facility opens. HOU currently handles domestic passengers for five airlines and is a focus market for Southwest Airlines. HOU ranks as the nation's 36th-busiest airport for passenger traffic, nearly 12 million passengers in 2014. Ellington Airport (EFD)—a joint military and civilian airport—serves as a base of operations for the National Aeronautics and Space Administration (NASA) and general aviation operations. HAS is in the process of obtaining licensing for EFD to become the nation's ninth spaceport, opening it to use for horizontal-takeoff spacecraft that are owned by private carriers.



Source: Houston Airport System

Known worldwide as the place for NASA mission control, **Johnson Space Center (JSC)** is a \$1.5-billion complex which was established as the Manned Spacecraft Center in 1961 and renamed in 1973 to honor the late President and Texas native Lyndon B. Johnson. NASA JSC occupies 1,620 acres 24 miles southeast of downtown Houston. While the NASA workforce continues a global reputation for achievement in space exploration, JSC is an economic powerhouse paying for salaries, contracts and grants that create jobs and strengthen business in the Clear Lake and Houston regions and across Texas. JSC is one of NASA's largest Research & Development facilities and a source of the nation's best high-tech professionals in science and engineering. The Space Center welcomes over 800 thousand visitors annually. Houston's aviation community also includes more than 150 companies involved in aircraft or space vehicle manufacturing, space research and technology.

## HEALTH

The Houston region's health care system provides quality care, from specialized to routine care, for patients that come from around the world. The Houston MSA has over 14,700 physicians and 130 hospitals with over 20,500 beds. Houston is also home to the **Texas Medical Center (TMC)**, the largest medical center in the world. TMC is comprised of 54 non-profit and government institutions, including six general hospitals and 11 specialized hospitals, three medical schools, five schools of nursing, two schools of pharmacy, a dental school, and a health sciences-focused community college. The TMC provides over 7.2 million patient visits per year, and employs 106,000 healthcare workers, including 25,700 physicians, researchers and advanced degree professionals.

## EDUCATION

The **Houston Independent School District (HISD)** is the largest school district in the Houston area. Ranked as the nation's seventh largest district, HISD serves 301 square miles with 276 schools, 11,500 teachers and more than 215,000 students. HISD serves a dynamic, highly diversified community and is one of Houston's largest business enterprises.

Houston boasts more than 100 colleges, universities, technical and trade schools – offering higher education options in more than 500 degrees and certification programs.

SELECTED HOUSTON AREA UNIVERSITIES AND COLLEGES	
Community Colleges	Houston Area Universities
Alvin Community College Brazosport College College of the Mainland Galveston College Houston Community College System Lee College Lone Star College System San Jacinto College District Wharton County Junior College	Baylor College of Medicine Houston Baptist University Lamar University Prairie View A&M University Rice University Sam Houston State University South Texas College of Law Texas A&M University Texas A&M University at Galveston Texas A&M University Health Science Center Texas Southern University Texas Woman's University University of Houston – University Park University of Houston – Clear Lake University of Houston – Downtown University of Phoenix – Houston Campus University of St. Thomas University of Texas – M.D. Anderson Cancer Center University of Texas Health Science Center University of Texas Medical Branch at Galveston

## ARTS AND ENTERTAINMENT

Houston provides a wide variety of arts and entertainment including theater arts, museums and sports. The City is home to the Houston Livestock Show and Rodeo, which is the largest rodeo in the world, attracting 2.48 million visitors and committing to \$24 million in academic scholarships in 2015. With the nation's fifth largest ballet and opera companies, Houston is also one of only five cities in the United States with permanent professional resident companies in all of the major performing arts disciplines of opera, ballet, music, and theater. Home to nine world-class performing arts organizations, Houston Theater District is second only to New York in the number of theater seats in a concentrated area. The Houston Grand Opera is the only opera company in the U.S. to win a Grammy, a Tony and an Emmy while the Alley Theatre is the only regional theatre in Texas to win a Tony award. Other performing arts companies such as Broadway in Houston, Da Camera of Houston, Houston Symphony, Society for the Performing Arts, Theatre Under the Stars (TUTS), Ensemble Theater and Uniquely Houston also serve to enrich the lives of Houston area residents.

The distinctive Houston Museum district is one of the best in the country. It entertained over 8 million visitors in 2012. It offers a range of museums, galleries, art and cultural institutions. With its nineteen members within a 1.5 mile radius, the district offers a wide array of exhibits featuring themes of art, history, culture, nature, and science. Among the country's best are The Children's Museum of Houston, the Health Museum and the Museum of Fine Arts. Houston has more than 500 cultural, visual and performing arts organizations, 90 of which are devoted to multicultural and minority arts.

MEMBERS OF HOUSTON MUSEUM DISTRICT	
Asia Society Texas Center	Contemporary Arts Museum Houston
Buffalo Soldiers National Museum	Holocaust Museum Houston
Children's Museum of Houston	Houston Center for Photography
Czech Center Museum Houston	Houston Zoo, Inc.
Houston Center for Contemporary Craft	The Health Museum
Houston Museum of Natural Science	Lawndale Art Center
The John C. Freeman Weather Museum	Houston Museum of African American Culture
The Jung Center of Houston	Museum of Fine Arts, Houston
The Menil Collection	The Rothko Chapel
Rice University Art Gallery	Diverse Works

## SPORTS AND RECREATION

Houston has professional sports teams representing football, baseball, basketball and soccer. With four stadiums all less than 15 years old, they are a sports lover's paradise. The Houston Dash Woman Professional Soccer Team was founded in 2013 and joined the National Women Soccer League in the 2014 season. The City boasts an array of championship teams such as the Houston Texans, Houston Dynamo, Houston Rockets, and Houston Astros.

Houston has established itself as a destination for hosting major sporting events such as: Super Bowl XXXVIII in 2004, Major League Baseball and National Basketball Association All-Star Games, 2005 World Series, 2005 Big 12 Conference Football Championship, USA Gymnastics 2008 Men's Visa Championships, 2010 NCAA Men's Basketball South Region Tournament, 2010 Major League Soccer All-Star Game, 2011 NCAA Men's Final Four, as well as the annual Shell Houston Open. Additionally, Houston hosted the 2011 Summer National Senior Games, the 2012 Amateur Athletic Union Junior Olympic games, and the 2013 NBA All Star Games. The City also looks forward to the 2015 Major League Lacrosse all Star Game, 2016 NCAA Men's Final Four and 2017 Super Bowl LI. Houston's racing facilities include Sam Houston Race Park, a Class 1 thoroughbred/quarter horse race track, Gulf Greyhound Park, and a dog race track.

HOUSTON AREA SPORTS TEAMS		
Professional Teams		Collegiate Teams/Mascots
Astros	Major League Baseball – American League	Houston Baptist University – Huskies
Dynamo	Major League Soccer	Rice University – Owls
Energy	Women's Independent Football League	Texas Southern University – Tigers
Rockets	National Basketball Association	University of Houston – Cougars
Texans	National Football League – American Conference	Prairie View A&M – Panthers

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# FISCAL YEAR 2016 BUDGET

## GENERAL FUND SUMMARY

**Fund Name: General Fund**

**Fund No. : 1000**

	<u>FY2014 Actual</u>	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
<b>Beginning Fund Balance - Unassigned</b>	<b>\$ 202,839,447</b>	<b>222,619,951</b>	<b>222,619,951</b>	<b>239,723,078</b>
<b>Revenue and Other Sources</b>				
General Property Taxes	976,239,619	1,067,337,998	1,073,550,766	<b>1,111,248,000</b>
Industrial Assessment	16,533,599	15,000,000	16,000,000	<b>18,200,000</b>
Sales Taxes	629,440,810	666,968,000	676,666,000	<b>688,837,000</b>
Other Tax	14,055,888	14,167,900	15,815,260	<b>16,678,981</b>
Electric Franchise	101,054,213	100,669,603	100,571,831	<b>101,141,850</b>
Telephone Franchise	43,913,216	42,225,000	42,707,976	<b>40,865,000</b>
Gas Franchise	16,492,563	14,538,332	14,538,332	<b>14,839,561</b>
Other Franchise	28,528,675	27,665,610	30,317,337	<b>30,945,026</b>
Licenses and Permits	35,757,492	34,503,849	37,140,516	<b>37,870,062</b>
Intergovernmental	20,897,269	21,618,731	24,923,547	<b>26,470,476</b>
Charges for Services	56,058,226	53,069,987	58,771,457	<b>53,207,496</b>
Direct Interfund Services	43,256,737	48,452,778	49,003,632	<b>50,705,238</b>
Indirect Interfund Services	18,557,939	23,724,824	23,419,648	<b>26,750,414</b>
Municipal Courts Fines and Forfeits	30,493,701	31,308,006	27,143,175	<b>28,698,175</b>
Other Fines and Forfeits	4,683,165	4,673,365	4,460,959	<b>4,155,722</b>
Interest	2,406,699	2,400,650	3,000,000	<b>3,000,000</b>
Miscellaneous/Other	15,431,830	9,170,075	14,744,534	<b>12,756,750</b>
<b>Total Revenue and Other Sources</b>	<b>2,053,801,641</b>	<b>2,177,494,708</b>	<b>2,212,774,970</b>	<b>2,266,369,751</b>
<b>Other Resources</b>				
Sale of Capital Assets	1,017,215	2,500,000	28,419,287	<b>5,500,000</b>
Transfers From Other Funds	26,639,456	30,139,211	30,343,198	<b>30,724,961</b>
<b>Total Other Resources</b>	<b>27,656,671</b>	<b>32,639,211</b>	<b>58,762,485</b>	<b>36,224,961</b>
<b>Total Available Resources</b>	<b>2,284,297,759</b>	<b>2,432,753,870</b>	<b>2,494,157,406</b>	<b>2,542,317,790</b>
<b>Expenditures and Other Uses</b>				
<b>Public Safety</b>				
Fire Department	452,316,248	505,365,077	505,187,077	<b>509,589,903</b>
Houston Emergency Center	12,171,236	12,517,759	12,517,759	<b>12,363,637</b>
Municipal Courts Department	24,616,576	27,929,496	27,929,496	<b>29,440,764</b>
Police Department	723,066,281	748,020,492	748,020,492	<b>806,991,579</b>
<b>Public Safety</b>	<b>1,212,170,341</b>	<b>1,293,832,824</b>	<b>1,293,654,824</b>	<b>1,358,385,883</b>
<b>Development &amp; Maintenance Services</b>				
General Services	49,874,377	41,610,226	41,610,226	<b>41,245,863</b>
Planning & Development	7,505,571	8,462,112	8,062,112	<b>8,464,080</b>
Public Works & Engineering	33,890,572	34,247,183	34,247,183	<b>35,286,100</b>
Solid Waste Management	73,556,426	74,792,133	74,792,133	<b>76,657,664</b>
<b>Development &amp; Maintenance Services</b>	<b>164,826,946</b>	<b>159,111,654</b>	<b>158,711,654</b>	<b>161,653,707</b>

**FISCAL YEAR 2016 BUDGET**

**GENERAL FUND SUMMARY**

**Fund Name: General Fund**

**Fund No. : 1000**

	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Human & Cultural Services				
Department of Neighborhoods	11,153,982	12,221,274	12,151,274	<b>12,238,144</b>
Health and Human Services	52,984,931	60,132,254	60,132,254	<b>61,763,483</b>
Housing & Community Development	1,284,936	662,658	662,658	<b>688,519</b>
Library	37,905,630	39,833,624	39,383,624	<b>40,002,998</b>
Parks and Recreation	65,875,608	70,505,573	69,905,573	<b>70,676,267</b>
Human & Cultural Services	<u>169,205,087</u>	<u>183,355,383</u>	<u>182,235,383</u>	<u><b>185,369,411</b></u>
Administrative Services				
Administration and Regulatory Affairs	25,068,924	30,103,841	30,103,841	<b>29,525,674</b>
City Controller	8,133,858	8,589,610	8,589,610	<b>8,665,049</b>
City Council <sup>(1)</sup>	6,208,287	11,958,208	11,958,208	<b>12,346,872</b>
City Secretary	754,863	893,091	893,091	<b>888,982</b>
Finance Department	16,387,797	19,804,357	19,633,157	<b>20,524,721</b>
Houston Information Technology Services	23,696,056	24,565,390	23,565,000	<b>24,164,483</b>
Human Resources	3,300,463	3,589,695	3,530,121	<b>3,589,025</b>
Legal	14,931,228	16,317,657	15,566,373	<b>16,181,210</b>
Mayor's Office	7,073,111	8,068,713	8,068,713	<b>8,123,662</b>
Office of Business Opportunity	2,549,604	2,894,931	2,894,931	<b>2,931,901</b>
Administrative Services	<u>108,104,191</u>	<u>126,785,493</u>	<u>124,803,045</u>	<u><b>126,941,579</b></u>
General Government				
General Government	167,280,972	231,008,206	230,529,422	<b>210,302,551</b>
Total Expenditures Other than Debt / PAYGO	<u>1,821,587,537</u>	<u>1,994,093,560</u>	<u>1,989,934,328</u>	<u><b>2,042,653,131</b></u>
Debt Service and PAYGO Capital Projects <sup>(2)</sup>				
Transfers to Special Revenues	0	0	0	<b>27,771,000</b>
Captured Revenue Transfer to DDSRF	0	0	0	<b>22,275,000</b>
Trans to PIB Bonds Debt Service	243,813,000	264,500,000	264,500,000	<b>295,954,000</b>
Debt Service and PAYGO Capital Projects	<u>243,813,000</u>	<u>264,500,000</u>	<u>264,500,000</u>	<u><b>346,000,000</b></u>
<b>Total Expenditures and Other Uses</b>	<u><b>2,065,400,537</b></u>	<u><b>2,258,593,560</b></u>	<u><b>2,254,434,328</b></u>	<u><b>2,388,653,131</b></u>
Fund Balance - Unassigned	218,897,222	174,160,310	239,723,078	<b>153,664,659</b>
<b>Total Budget</b>	<u><b>2,284,297,759</b></u>	<u><b>2,432,753,870</b></u>	<u><b>2,494,157,406</b></u>	<u><b>2,542,317,790</b></u>
Changes to Unassigned Fund Balance	2,720,000	0	0	<b>(426,531)</b>
Prepaid Items and Imprest Cash	1,002,729	0	0	<b>0</b>
<b>Ending Fund Balance - Unassigned</b>	<u><b>222,619,951</b></u>	<u><b>174,160,310</b></u>	<u><b>239,723,078</b></u>	<u><b>153,238,128</b></u>
<b>Amount Assigned for:</b>				
Budget Stabilization Fund <sup>(3)</sup>	20,000,000	20,000,000	20,000,000	<b>20,426,531</b>
Ending Fund Balance - Unassigned	222,619,951	174,160,310	239,723,078	<b>153,238,128</b>
<b>Total Ending Fund Balance</b>	<u><b>\$ 242,619,951</b></u>	<u><b>194,160,310</b></u>	<u><b>259,723,078</b></u>	<u><b>173,664,659</b></u>

(1) FY2015 and FY2016 City Council budget includes \$5M funding for Council District Service Project Program.

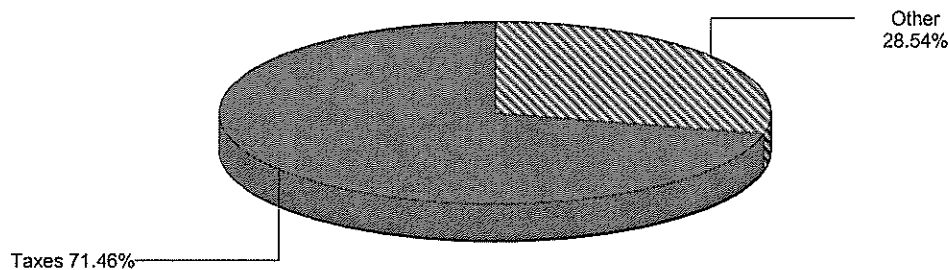
(2) Pay-As-You-Go (PAYGO) Capital Expenditures that were historically debt funded.

(3) An amount not less than the greater of (a) 1% of expenditures (excluding debt service and PAYGO payment) or (b) \$20M.  
The General Fund Summary in some cases may not agree with some of the departmental totals due to prior year restatements.

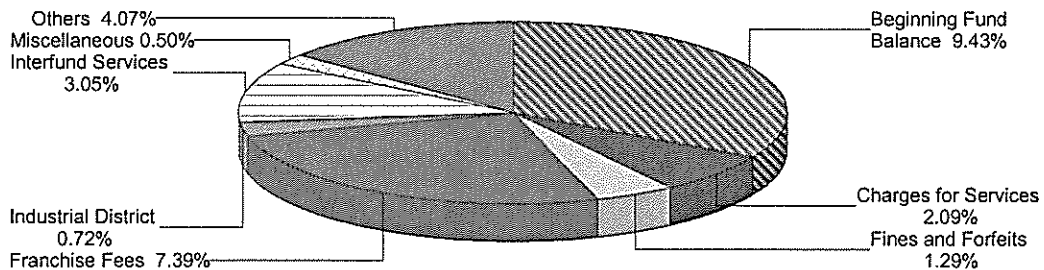
## GENERAL FUND RESOURCES SUMMARY

The General Fund is the City of Houston's largest operating fund. With total resources of \$2.5 billion budgeted in FY2016, this fund relies heavily on various forms of revenue to finance its operations. As illustrated below, approximately 71.5% percent of the total resources in the General Fund are from taxes, mainly property and sales taxes.

### GENERAL FUND RESOURCES FY2016 BUDGET



### COMPOSITION OF OTHER (ABOVE)



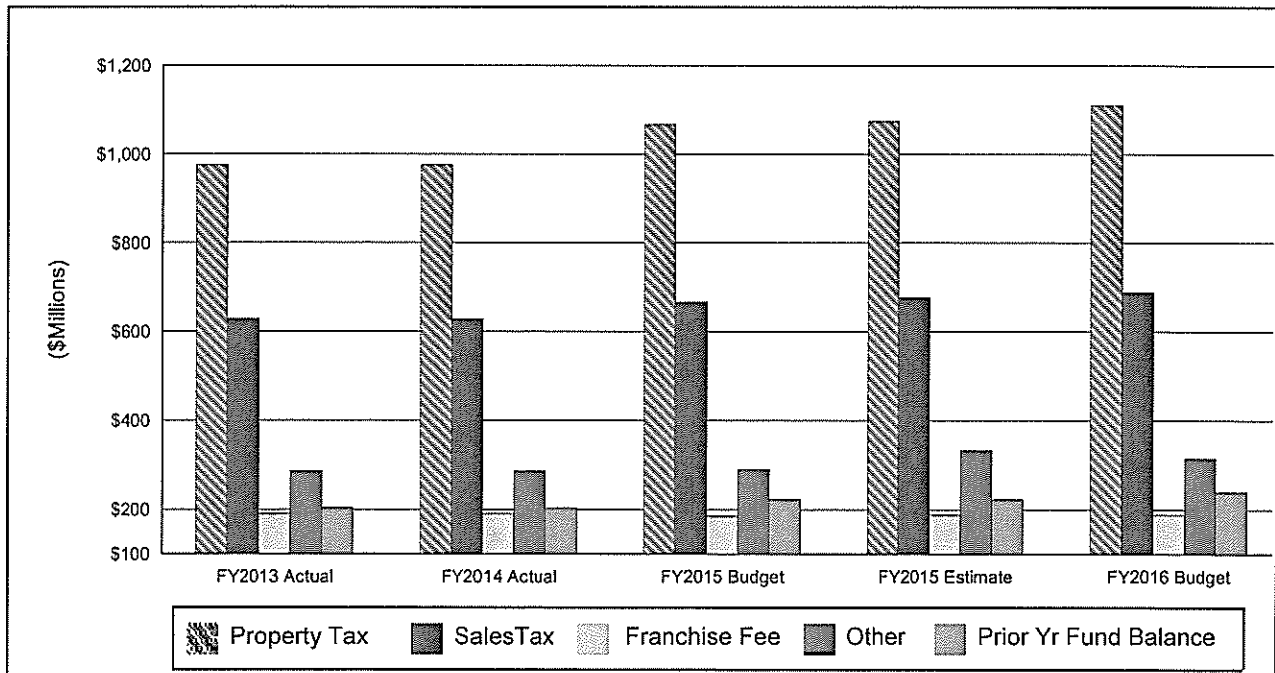
## FISCAL YEAR 2016 BUDGET

The composition of the FY2016 General Fund resources is listed below:

<u>RESOURCE CATEGORIES</u>	<u>RESOURCE FY2016 BUDGET*</u>	<u>% OF TOTAL BUDGET</u>
Taxes:		
Property Taxes	1,111,248	43.71%
Sales Taxes	688,837	27.09%
Other Tax	16,679	0.66%
Franchise Fees	187,791	7.39%
Industrial District	18,200	0.72%
Licenses and Permits	37,870	1.49%
Intergovernmental	26,470	1.04%
Charges for Services	53,207	2.09%
Interfund Services	77,456	3.05%
Fines and Forfeits	32,854	1.29%
Interest	3,000	0.12%
Miscellaneous/Other	12,757	0.50%
Total Revenue	2,266,369	89.15%
Sale of Capital Assets	5,500	0.22%
Transfers In	30,725	1.21%
Beginning FY2016 Fund Balance	239,723	9.43%
<b>TOTAL RESOURCES</b>	<b>2,542,317</b>	<b>100.00%</b>
* Dollars in Thousands		
Total may reflect slight variances due to rounding		

The graph below provides a four-year comparison of the City's resources in millions of dollars.

**RELATIONSHIP OF GENERAL FUND RESOURCES  
FY2013 THROUGH FY2016**



## Total General Fund Revenue

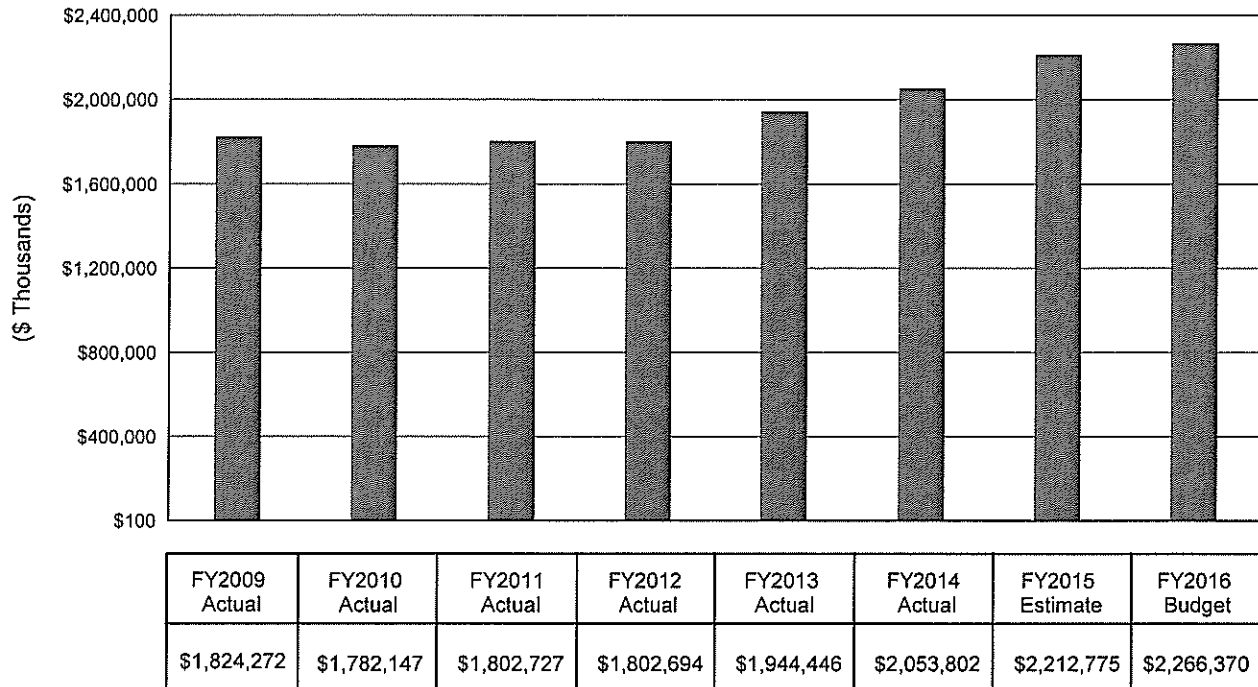


Table I below provides the FY2016 General Fund revenue budget by categories. As shown, the total revenue is expected to be \$2.3 billion or \$53.6 million higher than the projected FY2015 revenue.

**Table I**  
**FY2016 Revenue Budget**  
**Compared with FY2015 Estimate**

## Projected Revenue (\$ Thousands)

Category	FY2015 Estimate	FY2016 Budget	Increase / (Decrease)
General Property Taxes	1,073,551	1,111,248	37,697
Industrial Assessment	16,000	18,200	2,200
Sales Taxes	676,666	688,837	12,171
Other Tax	15,815	16,680	865
Electric Franchise	100,572	101,142	570
Telephone Franchise	42,708	40,865	(1,843)
Gas Franchise	14,538	14,840	302
Other Franchise	30,317	30,945	628
Licenses and Permits	37,140	37,870	730
Intergovernmental	24,924	26,470	1,546
Charges for Services	58,771	53,207	(5,564)
Direct Interfund Services	49,004	50,705	1,701
Indirect Interfund Services	23,420	26,750	3,330
Municipal Courts Fines and Forfeits	27,143	28,698	1,555
Other Fines and Forfeits	4,461	4,156	(305)
Interest	3,000	3,000	0
Miscellaneous/Other	14,745	12,757	(1,988)
<b>Total</b>	<b>2,212,775</b>	<b>2,266,370</b>	<b>53,595</b>

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**FISCAL YEAR 2016 BUDGET**

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Table II provides the revenue estimate for each distinct revenue source that is expected to produce at least \$3 million in FY2016. The remainder of this document describes the projection logic that has been used for each of these items.

**Table II**

**Revenue Estimates for  
Revenue Sources over \$3 Million**

<b>Projected Revenue (\$ Thousands)</b>			
<b>Item</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>	<b>Increase/ (Decrease)</b>
Property Tax	1,073,551	1,111,248	37,697
Sales Tax	676,666	688,837	12,171
Industrial Assessments	16,000	18,200	2,200
Mixed Beverage Tax	15,601	16,397	796
Electric Franchise	99,172	99,752	580
Telephone Franchise	42,700	41,165	(1,535)
Gas Franchise Fees	14,538	14,840	302
Cable TV Franchise Fees	23,400	23,900	500
Solid Waste Hauler Franchise Fee	6,750	6,980	230
Licenses and Permits	37,140	37,870	730
TIRZ Funding	11,443	12,224	781
Intergovernmental Revenue - 1115 Waiver	13,281	14,050	769
Ambulance Fees	41,400	37,175	(4,225)
Platting Fees	6,850	5,058	(1,792)
Other Charges for Services	10,521	10,975	454
Interfund Police Protection	25,186	26,039	853
Interfund Fire Protection	18,083	18,814	731
Other Direct Interfund	5,735	5,852	117
Indirect Cost Recovery	23,420	26,750	3,330
Moving Violations	14,600	15,810	1,210
Other Municipal Courts Fines and Forfeitures	12,543	12,888	345
Interest	3,000	3,000	0
Miscellaneous/Other	14,745	12,757	(1,988)
All Other Revenues	6,450	5,789	(661)
<b>Total</b>	<b>2,212,775</b>	<b>2,266,370</b>	<b>53,595</b>

**Taxes**

Property Taxes

General property taxes are ad valorem taxes levied on the assessed valuation of real and personal property. Taxable values for all real and personal property within the City, depending on their locations, are established by the Harris County Appraisal District (HCAD), Montgomery County Appraisal District (MCAD) or Fort Bend County Appraisal District (FBCAD), collectively County Appraisal Districts (CAD), based upon market values as of January 1st. City Council approves exemptions such as homestead, 65 and over, disabled as well as Freeport exemptions and then sets a tax rate according to the state law. The current tax rate for the City of Houston is 63.108 cents per \$100 of taxable value.

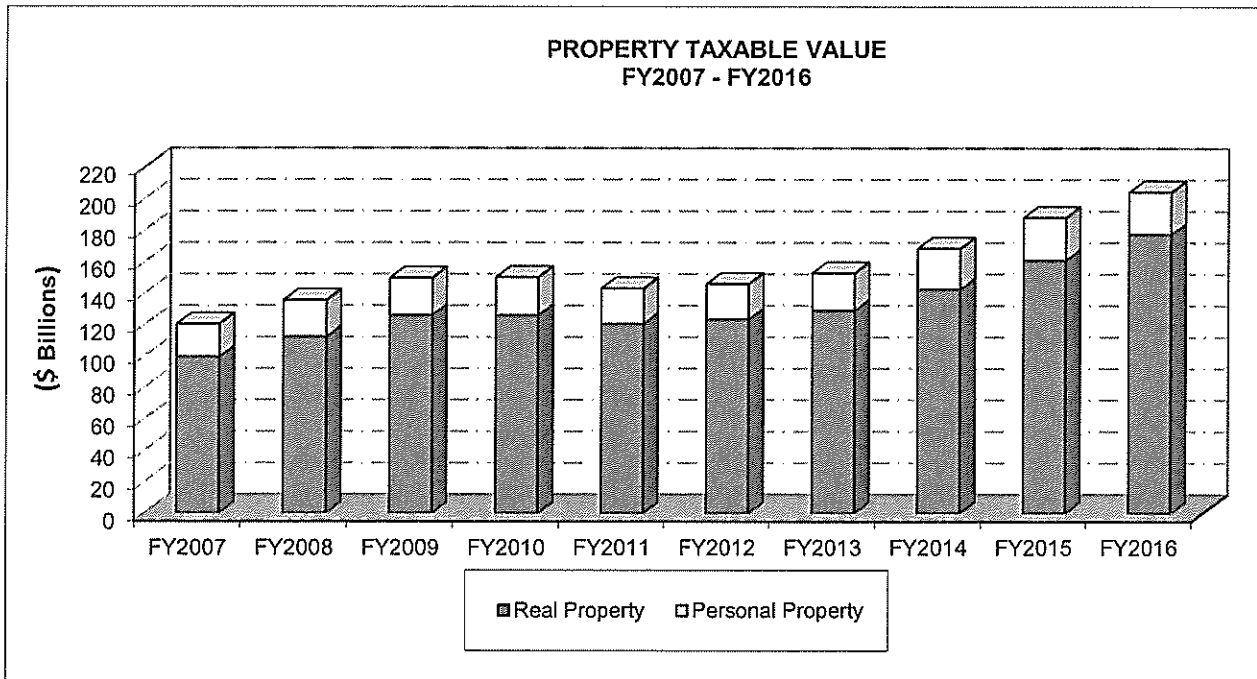
CAD notifies taxpayers of appraised values by May 15th of each year or as soon thereafter as practicable. Taxpayers may protest appraised values or the exemption status of their properties. Hearings of protests are conducted by the Appraisal Review Board of CAD. Chief Appraiser of CAD certifies appraisal rolls to the Tax Assessor of the City. The Harris County Tax Office acts as Tax Assessor on behalf of the City.

Based upon the adopted tax rate set by Council and taxable value as assessed by CAD, tax bills are generated and sent to taxpayers by Harris County Tax Office around mid-November. Payment is due by January 31st of the following year. Taxes not paid by the due date are delinquent and subject to penalties and interest charges. Taxpayers who wish to appeal values set by CAD may do so if taxes on the uncontested value are paid timely.

Occasionally, taxes are overpaid as a result of errors in appraisal or an overpayment by a taxpayer. Harris County Tax Office refunds such payments based upon the Texas Property Tax Code and documentation supplied by the taxpayers. Fluctuations in collections reflect changes in assessed property values, collection efforts, and tax rate.

The FY2016 property tax value certified estimate provided by CAD to the City in April 2015 is \$204.3 billion, which is net of the current senior/disabled exemption of \$80,000. The FY2016 Budget includes an increase in the senior/disabled exemption to \$160,000. This is projected to exempt \$4.4 billion in additional taxable value from the tax rolls. The estimated taxable value is then reduced by the estimated incremental value of properties within the Tax Increment Reinvestment Zones (TIRZ). The net of TIRZ taxable value is estimated at \$178.3 billion.

Below is a graph showing the ten-year history of property taxable values in Houston, with the \$204.3 billion estimate shown for FY2016.



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**FISCAL YEAR 2016 BUDGET**

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**CITY OF HOUSTON APPRAISED VALUE**  
(\$ Millions)

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<u>Fiscal Year</u>	<u>Tax Year</u>	<u>Real Property</u>	<u>Personal Property</u>	<u>Total Value</u>
2005	2004	86,433	19,467	105,900
2006	2005	91,827	19,293	111,120
2007	2006	99,483	20,858	120,341
2008	2007	112,241	23,214	135,455
2009	2008	125,982	23,645	149,627
2010	2009	125,999	24,094	150,093
2011	2010	120,546	22,360	142,906
2012	2011	123,292	22,381	145,673
2013	2012	129,096	23,692	152,788
2014	2013	142,599	25,810	168,409
2015	2014	160,919	27,031	187,950
2016	2015	177,485	26,819	204,304*

\*County Appraisal District Certified Estimates, as of April 2015.

Property Tax Collections

In November 2004, Proposition No. 1 was passed amending the City Charter to limit the annual increase in total ad valorem tax revenues. The increase is capped at the lower of the increase in Consumer Price Indexes (CPI) plus the growth in population or 4.5% over the prior fiscal year. In addition, in November 2006, Proposition H was passed to further increase the applicable revenue limitations by \$90 million.

The FY2016 property tax revenue estimate is derived according to Proposition 1 and Proposition H. The Finance Department applied the 2014 inflation rate of 2.79% and an assumed population estimate (provided by the City of Houston Planning Department) as of 7/1/2014 of 1.7% to arrive at a net revenue estimate of \$1.11 billion. This revenue is approximately 3.5% higher than the estimated FY2015 revenue of \$1.07 billion. The property tax rate will be adjusted accordingly to levy revenues no higher than the Proposition 1 and Proposition H limitation.

The Proposition 1 and Proposition H revenue limitation is calculated with the following assumptions.

<u>Population</u>	<u>CPI (2)</u>
July 1, 2003 (1) 2,009,669	2003 163.7
July 1, 2004 (1) 2,012,626 + 0.1471%	2004 169.5 + 3.5431%
July 1, 2005 (1) 2,076,189 + 3.1582%	2005 175.6 + 3.5988%
July 1, 2006 (1) 2,144,491 + 3.2898%	2006 180.6 + 2.8474%
July 1, 2007 (1) 2,208,180 + 2.9699%	2007 183.8 + 1.7929%
July 1, 2008 (1) 2,244,615 + 1.6500%	2008 189.967 + 3.3339%
July 1, 2009 (1) 2,257,926 + 0.5930%	2009 190.495 + 0.2779%
July 1, 2010 (1) 2,099,451 + 0.0000%	2010 194.172 + 1.9302%
July 1, 2011 (1) 2,145,146 + 2.1765%	2011 200.495 + 3.2564%
July 1, 2012 (1) 2,160,821 + 0.7307%	2012 204.213 + 1.8544%
July 1, 2013 (1) 2,195,914 + 1.6241%	2013 207.574 + 1.6458%
July 1, 2014 (1) 2,233,310 + 1.7030%	2014 213.365 + 2.7898%

	<u>(\$ In Thousand)</u>
FY2005 Actual	\$671,294
Population Increase 2004	0.1471%
CPI Increase 2004	3.5431%
FY2006 CAP	\$696,066
Population Increase 2005	3.1582%
CPI Increase 2005	3.5988%
FY2007 CAP	\$743,100



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**FISCAL YEAR 2016 BUDGET**

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Population Increase 2006	3.2898%
CPI Increase 2006	<u>2.8474%</u>
FY2008 CAP	\$788,705
Population Increase 2007	2.9699%
CPI Increase 2007	<u>1.7929%</u>
FY2009 CAP	\$826,269
Population Increase 2008	1.6500%
CPI Increase 2008	<u>3.3339%</u>
FY2010 CAP	\$867,450
Population Increase 2009	0.5930%
CPI Increase 2009	<u>0.2779%</u>
FY2011 CAP	\$875,005
Population Increase 2010	-7.0186%
CPI Increase 2010	<u>1.9302%</u>
FY2012 CAP	\$875,005
Population Increase 2011	2.1765%
CPI Increase 2011	<u>3.2564%</u>
FY2013 CAP	\$922,543
Population Increase 2012	0.7307%
CPI Increase 2012	<u>1.8544%</u>
FY2014 CAP	\$946,392
Population increase 2013	1.6241%
CPI Increase 2013	<u>1.6458%</u>
FY215 CAP	\$977,338
Population Increase 2014	1.7030%
CPI Increase 2014	<u>2.7898%</u>
	\$1,021,248
Proposition H	<u>\$90,000</u>
<b>FY2016 CAP</b>	<b>\$1,111,248</b>
FY2015 Estimate	\$1,073,551
FY2016 CAP (Based on 4.5% Increase from FY2014 Estimate)	\$1,128,965
<b>Final FY2016 CAP (the Lower FY2016 CAP)</b>	<b>\$1,111,248</b>

- (1) Population numbers based upon the US Census Bureau estimate most recently published when deciding limits of each respective year's property tax revenue budget increase.
- (2) CPI increase based on the change in the CPI-U for Houston-Galveston-Brazoria, Texas as published by the Bureau of Labor Statistics, for the preceding calendar year.
- (3) In accordance with Proposition H, to increase the applicable revenue limitation by \$90 million.

**Sales Tax**

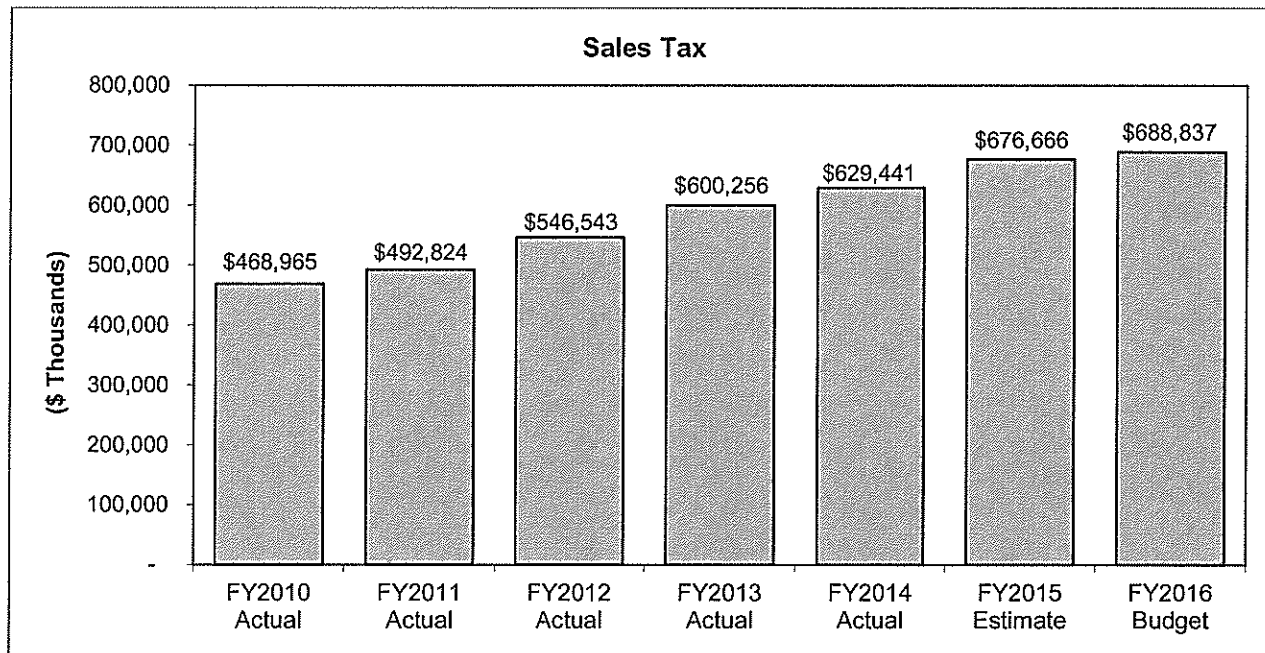
General sales and use taxes are imposed upon the sale or consumption of certain goods and services at the point of sale. In the City of Houston, a \$0.0825 sales and use tax is applied for every dollar of sales. The Metropolitan Transit Authority (METRO) receives \$0.01, and the State of Texas receives \$0.0625. The State Comptroller remits a \$0.01 share to the City, after withholding a 2% service charge.

The sales tax projections are derived from econometric models which take into account the sectors of the Houston economy and estimates of income, prices, population, and Primary Metropolitan Statistical Area (PMSA) retail sales.

The FY2016 budget amount of \$688.8 million is approximately \$12.2 million or 1.8%, higher than FY2015 estimate amount of \$676.7 million. This estimate is supported by the uncertainty regarding the path of oil prices, the ongoing decline in exploration and drilling, and the fracking industry. Employment is the key driver of sales tax revenue, including consumer sales and business to business sales. Historically, the sales tax has responded in an immediate manner to changes in our employment growth and/or decline. The year over year growth rate has slowed from its torrid pace of 2010-2013 to a sustainable more historical employment growth rate of 2%-3%. The national economy is continuing to recover with housing prices returning to prior levels and employment now in its fifth year of steady growth which should provide some stability. The energy exploration and drilling boom has slowed significantly though, and while Houston's economy has diversified, it is still

strongly tied to energy. With worldwide demand for energy softening, the City will monitor oil and gas prices to see if low prices further impact the local economy.

The following graph provides a seven-year comparison of the City's Sales Tax revenue.



#### Industrial District Assessments

The City of Houston has Industrial District Contract Agreements having a term of fifteen years with more than 100 companies that are located within the Houston Extra-Territorial Jurisdiction (ETJ). A contractually reduced ad valorem assessed valuation fee is calculated and billed annually to each company in lieu of the property being annexed and subject to City of Houston property taxes. Industrial District Assessments are based on current year property values provided by HCAD. The City expects to collect \$18.2 million in FY2016.

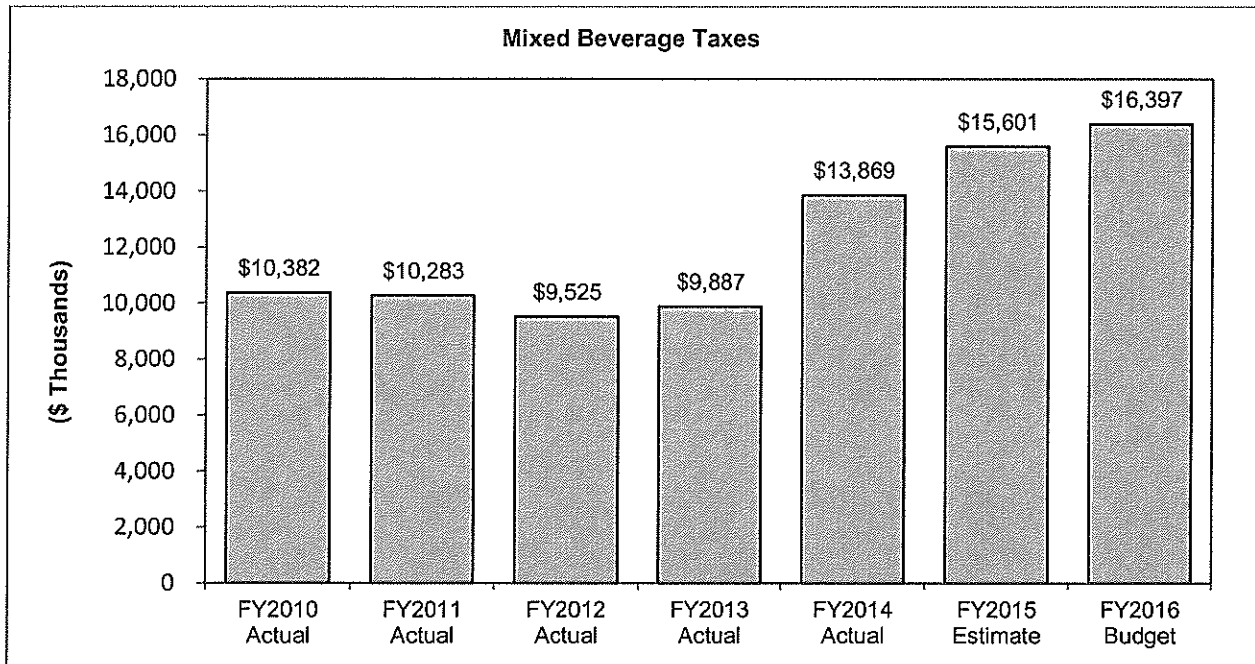
#### Mixed Beverage Tax

Prior to January 1, 2014, all mixed beverage and private club permit holders were required to remit to the State Comptroller a 14% gross receipts tax on their mixed beverage sales each month. Effective January 1, 2014 the gross receipts tax was lowered to 6.7% and 8.25% mixed beverage sales tax was added to the price of each mixed beverage sold. Following the end of each calendar quarter, the State Comptroller allocates a portion of the tax paid to the county where each business is located.

Prior to the October 2011 allocation, the State Comptroller allocated 10.7143% of the mixed beverage gross receipts to the counties and cities. From October 2011 through July 2013 the allocation rate was reduced to 8.3065%. Beginning October 2013, the allocation has been increased to the previous 10.7143% rate.

For any business located within an incorporated city, another 10.7143% of the tax paid is allocated to the city where it is located. The remaining tax is distributed to the State's General Revenue Fund. Mixed Beverage Tax allocation amounts are dependent upon the timing and accuracy of taxpayer's returns and payments, but generally represent taxes remitted to the Comptroller's Office during the calendar quarter immediately preceding the month the allocation is distributed.

For the FY2016 projection, we are anticipating the revenue estimate of \$16.4 million reflecting the trend in recent years. The following graph shows the seven-year comparison of the City's mixed beverage tax revenue.



### Franchise Fees

Franchise fees are paid by companies, entities, or persons for the privilege of using public property for private purposes. Franchise agreements have been granted to numerous utilities and other enterprises, either directly by the City of Houston or by the State of Texas, including CenterPoint Energy, AT&T, several cable television firms, and others.

Changes in franchise revenue depend on many factors including economic fluctuations, rate charges, customer usage, franchise agreement changes and legislative actions.

### Electric Franchise

Electric franchise fees are paid to the City for the right to conduct an electric light and power business and to use the City's rights-of-way for that business.

There are two companies in Houston that pay electric franchise fees: CenterPoint Energy Houston Electric ("CenterPoint") and Entergy. CenterPoint pays approximately 99% of the electric franchise fees paid to the City, which represents approximately \$99 million per year.

Prior to electric deregulation, which became effective on January 1, 2002, electricity franchise payments were calculated as a percentage of the electric company's gross revenues from sales to customers located within the City limits. Under this payment formula, electric franchise fees to the City fluctuated from \$80 million to as much as \$90 million per year.

From January 2002 through June 2005, franchise payments were no longer calculated based on a percentage of gross revenues, but instead were based on kilowatt hour consumption by customers within the City limits. During this period, electric franchise revenues dropped significantly, averaging \$75 million each year.

In July 2005, the City and CenterPoint entered into a new franchise agreement for a term of 30 years. The new agreement establishes a base franchise fee to the City of approximately \$96 million per fiscal year, payable monthly, which is adjusted annually based on kilowatt hours delivered in the City.

The FY2015 electric franchise fee estimate is \$99.2 million. The FY2016 electric franchise fee estimate of \$99.8 million is approximately 0.6% higher than the FY2015 estimate. Kilowatt hour consumption for calendar year 2014 was up 0.58% from 2013.

The City of Houston exercises original jurisdiction over the rates, operations and services of these electric utilities for the Houston area.

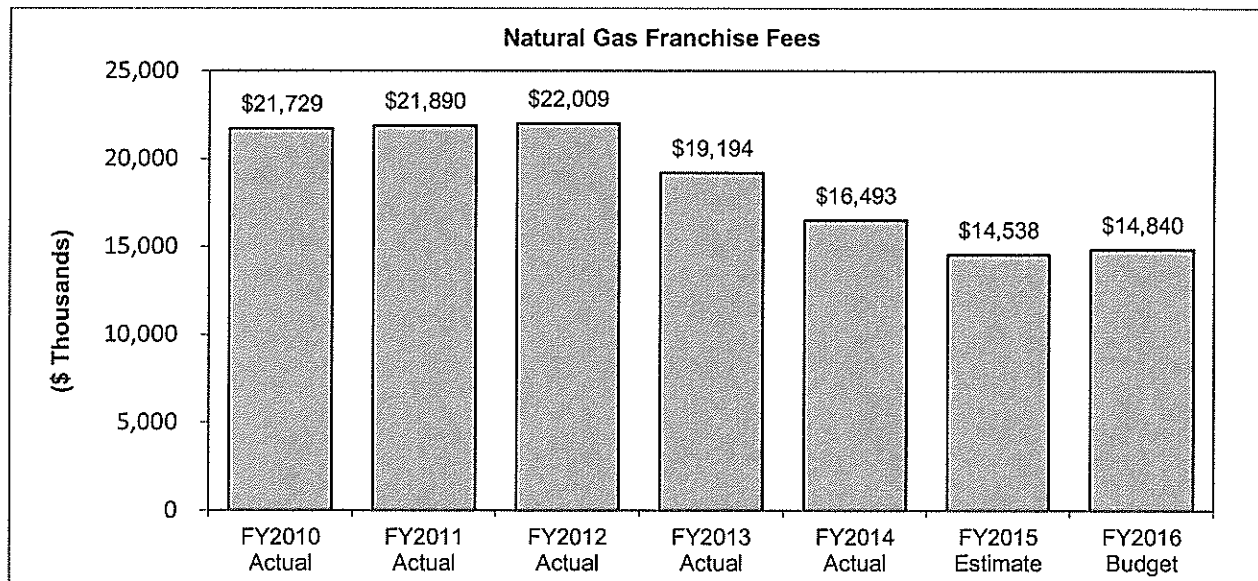
#### Natural Gas Franchise

Like electric franchise fees, natural gas franchise fees are paid by utilities that use the City's rights-of-way for the transportation, delivery, sale and distribution of natural gas to customers in the City.

There is one company in Houston that pays natural gas franchise fees to the City of Houston: CenterPoint Energy Resources Corporation ("CenterPoint" – formerly Entex). These fees are paid monthly and are based on 5% of gross receipts on a rolling 3-year average. For FY2016, franchise fees are based on CenterPoint's 2012, 2013 and 2014 gross revenues.

The estimate for FY2015 natural gas franchise fees from CenterPoint is approximately \$14.5 million. The FY2016 natural gas franchise fee estimate is \$14.8 million, an increase of 2.1% from FY2015. CenterPoint's calendar year 2014 revenues were \$323.8 million compared to calendar year 2011's revenues of \$305.8 million, an increase of 5.9%. While 2011's winter weather was average for the Houston area, 2014's winter weather was colder than average, leading to an increase in natural gas consumption and increased revenues for CenterPoint.

The graph below provides a seven-year comparison of the City's natural gas franchise fee revenue.



The City of Houston exercises original jurisdiction over the rates, operations and services of these natural gas utilities for the Houston area.

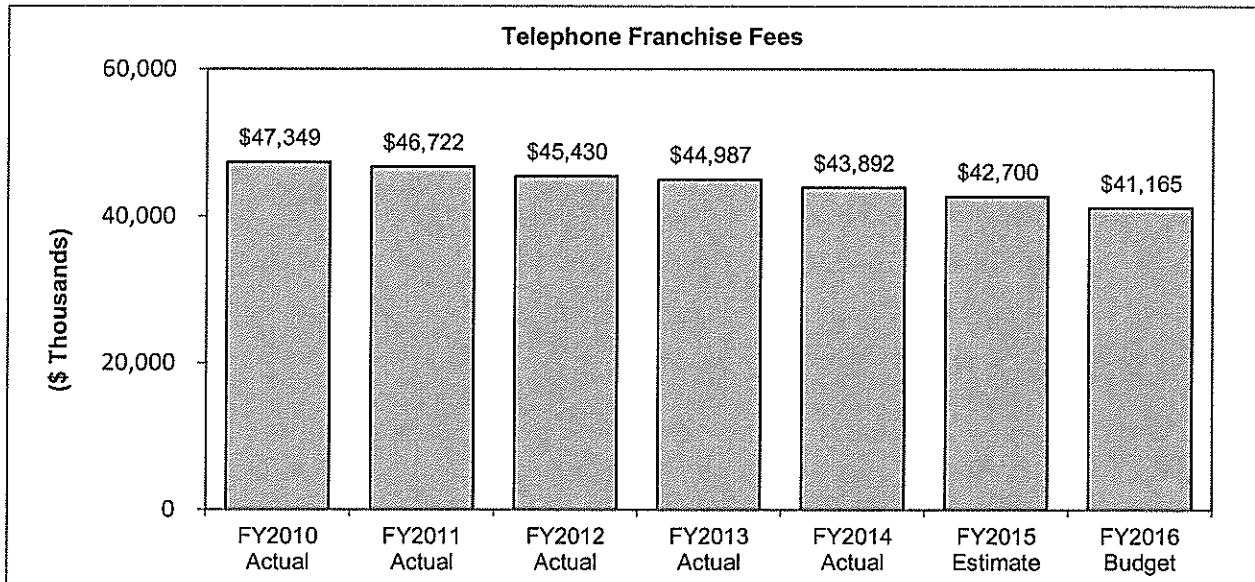
#### Telephone Franchise

Since deregulation of this industry in 2000, the telephone franchise fee paid to municipalities in Texas has been determined by applying an "access line rate," assigned by the Public Utilities Commission of Texas (PUCT) and adjusted annually for inflation, to the number of access lines in the municipality reported quarterly by each Certificated Telecommunications Provider ("CTP") doing business in that municipality. The access line rates

that will be in effect during the fiscal year are as follows: residential - \$1.81; non-residential - \$6.10; and point-to-point - \$17.27.

The FY2015 estimate for telephone franchise fee is \$42.7 million, exclusive of audit recoveries. The FY2016 projection of \$41.2 million is a 3.6% decrease from FY2015's estimate, and is reflective of the continued decrease in the number of access lines being reported by CTPs.

The following graph below provides a seven-year comparison of the City's telephone franchise fee revenue.



#### Cable TV Franchise Fees

The City of Houston currently has two active cable franchises with the following cable companies: SuddenLink Communications and Phonoscope. The cable franchises expire in 2017 and 2018, respectively. Pursuant to the terms of their franchise agreements, these companies pay franchise fees in the amount of 5% of their gross revenues from sales to Houston customers. In addition, there are two cable television/video service-providers operating in Houston under state-issued certificates of franchise authority: Comcast Cable and AT&T UVerse. Under the terms of the state franchise, these operators also pay the City of Houston 5% of their gross revenues from sales to Houston customers. The largest of either type of franchise is Comcast, which accounts for approximately 51.6% of the total cable franchise revenue projection for FY2016. The projection for FY2016 is \$23.9 million, which is 2.1% higher than the FY2015 estimate of \$23.4 million.

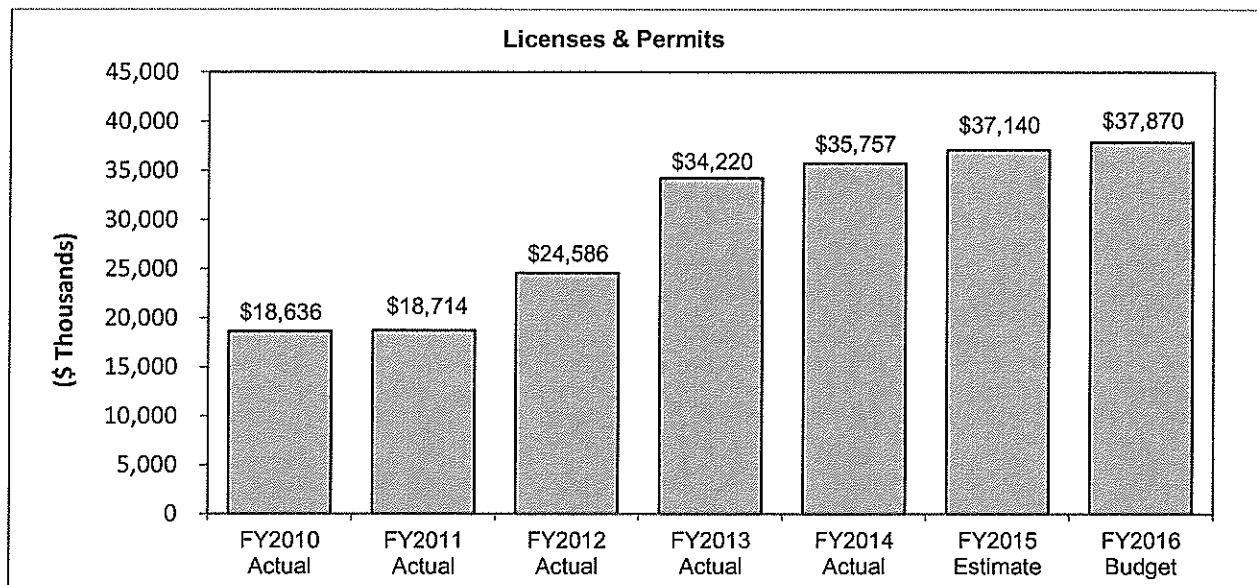
#### Solid Waste Hauler Franchise Fees

Solid waste haulers pay fees to compensate the City for the use of City streets. Approximately 100 active solid waste hauler franchises pay 4% of gross revenues from transporting commercial solid and industrial wastes that originate within the City limits. The FY2015 estimate for solid waste hauler franchise fees is \$6.8 million, exclusive of audit recoveries. The FY2016 estimate of \$7 million assumes slight industry growth, as well as continuing compliance efforts.

#### **Other Revenues**

##### Licenses and Permits

The Licenses and Permits category includes such items as special fire, food dealer, burglar alarm, dumpster permits, and many other permits. The FY2016 revenue is estimated at \$37.9 million, which is approximately \$730,000 higher than FY2015 estimate of \$37.1 million.



#### Ambulance Fees

City of Houston Code of Ordinance Chapter 4 permits the City to provide Emergency Medical Services including ambulance transport to the public and permits the City to partially recover the cost of providing those services. The base and variable fee structure is addressed under Section 4.13.

The City contracts with a third-party vendor for the billing and collection of Emergency Medical Services. The present contract is with Digitech Computers, Inc. At the end of the four-year contract term (August 2017), the City can opt to renew the contract for up to four successive one-year terms.

The revenue projection for Emergency Medical Services provided by the City of Houston for FY2016 is \$37.2 million, a decrease of \$4.2 million or 10.2% lower than the FY2015 estimate of \$41.4 million. This is mainly due to the adjustment in FY2016 to reflect gross revenue collection.

#### Platting Fees

City of Houston Code of Ordinance Chapter 42 permits the City to collect processing fees that shall be paid by an applicant for a subdivision plat, development plat, general plan and street dedication plat. The FY2016 revenues are estimated at \$5.1 million, approximately \$1.8 million or 26.2% lower than the FY2015 estimates of \$6.9 million.

#### Other Charges for Services

Other charges for services include miscellaneous copy fees, public safety report fees, vending machine concessions, vehicle storage, hazardous material response, and others. For FY2016, revenues of \$11 million are projected, an increase of \$453,000 or 4.3% higher than the FY2015 estimate of \$10.5 million.

#### Interfund Direct Charges

The General Fund charges the Houston Airport System for airport police service, which is the responsibility of Houston Police Department (HPD). The FY2016 projection of \$26 million is \$853,000 or approximately 3.4% higher than the FY2015 estimates of \$25.2 million.

The Aviation Enterprise Fund also pays for fire protection provided by the Fire Department to the Houston Airport System. The FY2016 projection of \$18.8 million reflects an increase of \$731,000 over the FY2015 estimate of \$18.1 million.

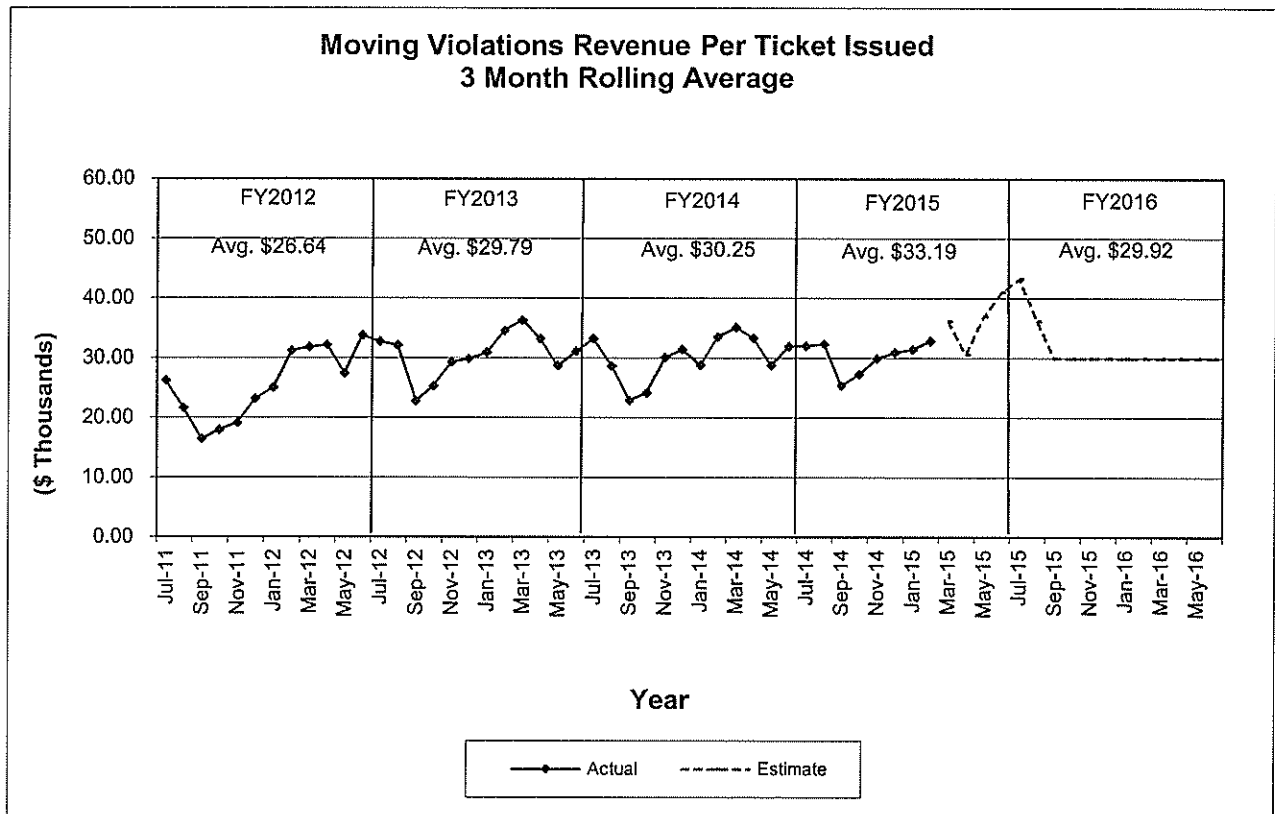
Payments received for other direct services performed by the General Fund are recovered throughout the year. The FY2016 projection of \$5.9 million is approximately \$117,000 higher than the FY2015 estimate of \$5.7 million.

Indirect Cost Recovery

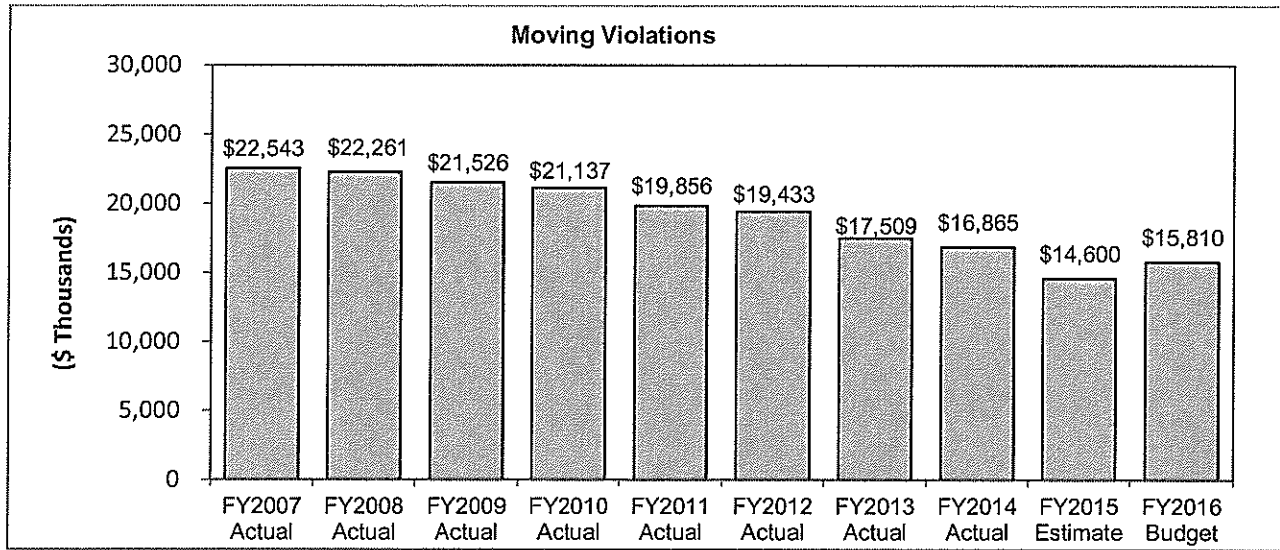
The General Fund provides citywide central support services and recovers the cost of these services through allocation of indirect costs. These amounts are determined through the preparation of an annual cost allocation plan, which distributes administrative overhead costs to General Fund operating departments and to other funds. For FY2016, the proposed plan calls for cost recoveries totaling \$26.7 million, an increase of \$3.3 million in indirect interfund revenue from the FY2015 estimate of \$23.4 million.

Moving Violations

In FY2016, we expect 528,464 tickets to be issued and 150,141 tickets paid at an average of \$105.23 per ticket. Moving violations revenue in FY2016 is projected at \$15.8 million.



The graph below provides a ten-year comparison of the City's Moving Violations revenue.



#### Other Municipal Courts Fines and Forfeitures

The FY2016 Municipal Court Fines and Forfeitures are projected at \$12.9 million.

#### Miscellaneous/Other

The FY2016 revenue is estimated at \$12.8 million, which is approximately \$1.9 million lower than FY2015 estimate of \$14.7 million.

#### All Other Revenues

Estimated revenues in remaining categories have been calculated using simple trend analysis, as well as operational and collections information from the collecting department. These revenues are estimated at \$5.8 million in FY2016.

A detailed listing of General Fund revenues by category are presented on the following pages showing the FY2014 Actual, FY2015 Current Budget and Estimate, and the FY2016 Budget amounts.



**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Taxes</b>					
<b>General Property Taxes</b>					
411020	Current Property Tax	894,360,890	978,268,258	980,778,026	1,014,162,334
411030	Current Year Delinquent Property Tax	57,002,510	63,861,740	69,192,230	72,528,149
411040	Delinquent Property Tax - Prior Years	707,123	738,164	713,826	715,996
411041	Prior Year Delinquent Property Tax-2014	0	0	0	4,534,966
411150	Prior Year Delinquent Property Tax-2002	17,289	0	0	0
411160	Prior Year Delinquent Property Tax-2003	147,707	19,467	17,289	0
411170	Prior Year Delinquent Property Tax-2004	150,964	166,312	149,107	56,295
411171	Prior Year Delinquent Property Tax-2005	210,640	164,630	152,395	149,560
411172	Prior Year Delinquent Property Tax-2006	110,728	201,489	212,637	152,859
411173	Prior Year Delinquent Property Tax-2007	454,338	284,130	111,777	213,284
411174	Prior Year Delinquent Property Tax-2008	927,916	319,846	458,645	112,117
411175	Prior Year Delinquent Property Tax-2009	1,123,416	625,825	936,712	460,039
411176	Prior Year Delinquent Property Tax-2010	1,493,036	1,215,343	1,134,065	939,560
411177	Prior Year Delinquent Property Tax-2011	2,560,222	2,109,478	1,507,189	1,137,512
411178	Prior Year Delinquent Property Tax-2012	4,974,546	3,056,929	2,294,491	1,511,770
411179	Prior Year Delinquent Property Tax-2013	0	4,806,387	4,519,702	2,302,348
411180	Current Delinquent - P & I	4,892,946	5,312,828	4,694,005	5,005,071
411190	Penalty&Interest-Delinq. Property Tax	7,615,635	6,687,172	7,305,995	7,790,153
411210	Property Tax Rebates	(510,287)	(500,000)	(627,325)	(524,013)
Subtotal	General Property Taxes	<u>976,239,619</u>	<u>1,067,337,998</u>	<u>1,073,550,766</u>	<u>1,111,248,000</u>
412010	Sales Tax	629,440,810	666,968,000	676,666,000	688,837,000
<b>Other Tax</b>					
413010	Mixed Beverage Tax	13,868,517	13,977,900	15,600,760	16,397,311
414010	Bingo Tax	187,371	190,000	214,500	281,670
Subtotal	Other Tax	<u>14,055,888</u>	<u>14,167,900</u>	<u>15,815,260</u>	<u>16,678,981</u>
<b>Total Taxes</b>		<u><b>1,619,736,317</b></u>	<u><b>1,748,473,898</b></u>	<u><b>1,766,032,026</b></u>	<u><b>1,816,763,981</b></u>
<b>Industrial District Assessment</b>					
415010	Industrial District Assessment	16,533,599	15,000,000	16,000,000	18,200,000
<b>Total Industrial District Assessment</b>		<u><b>16,533,599</b></u>	<u><b>15,000,000</b></u>	<u><b>16,000,000</b></u>	<u><b>18,200,000</b></u>
<b>Franchise Fees</b>					
<b>Electric Franchise</b>					
416010	Electricity Franchise Tax	99,535,309	99,169,603	99,171,777	99,751,844
416020	Miscellaneous Franchise Fee	1,518,904	1,500,000	1,400,054	1,390,006
Subtotal	Electric Franchise	<u>101,054,213</u>	<u>100,669,603</u>	<u>100,571,831</u>	<u>101,141,850</u>
<b>Telephone Franchise</b>					
417010	Telephone Franchise Tax	43,891,689	42,225,000	42,700,000	41,165,000
419090	Telecomm Franchise Fees - Prior Year	21,527	0	7,976	(300,000)
Subtotal	Telephone Franchise	<u>43,913,216</u>	<u>42,225,000</u>	<u>42,707,976</u>	<u>40,865,000</u>
<b>Gas Franchise</b>					
418010	Natural Gas Franchise Tax	16,492,563	14,538,332	14,538,332	14,839,561
<b>Other Franchise</b>					
419010	Cable TV Franchise Tax	21,938,022	21,200,000	23,400,000	23,900,000
419040	Solid Waste Hauler Franchise Fee	6,703,065	6,400,000	6,750,000	6,980,000
419050	Spur Track Franchise Fee	21,551	20,426	20,426	20,426
419070	Fiber Optics Franchise Fee	45,831	45,184	45,184	44,600
419110	Cable TV Franchise Fees-Prior Year	(274,368)	0	0	0
419120	Solid Waste Franchise Fees-Prior Year	94,574	0	101,727	0
Subtotal	Other Franchise	<u>28,528,675</u>	<u>27,665,610</u>	<u>30,317,337</u>	<u>30,945,026</u>
<b>Total Franchise Fees</b>		<u><b>189,988,667</b></u>	<u><b>185,098,545</b></u>	<u><b>188,135,476</b></u>	<u><b>187,791,437</b></u>
<b>Licenses and Permits</b>					
421010	Special Food Permits	1,327,716	1,299,200	1,351,700	1,387,300
421020	Food Dealers Permits	3,677,782	3,748,200	3,743,700	4,017,000
421030	Food Managers Permits	455,719	483,700	450,900	486,900
421040	Mobile Food Vendor Licenses	491,118	473,200	515,200	528,800
421060	Miscellaneous Health Permits	1,221,792	1,150,000	1,300,000	1,214,200
421100	Occupation Licenses	184,052	209,616	186,365	185,947

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
421110	Sexually Oriented Business Permits	26,890	25,497	23,499	23,158
421130	Decals for Coin-Op.Amusement Machines	399,870	376,673	392,351	374,329
421140	Dance Licenses	56,331	57,440	51,744	57,710
421150	Liquor Licenses	1,325,353	1,516,968	1,402,728	1,358,208
421170	Burglar Alarm Permits	8,801,282	8,400,000	9,215,452	9,139,245
421180	Special Fire Permits	6,895,434	6,800,000	6,800,000	7,000,000
421200	Other Building & Construction Permits	8,196	2,000	4,590	2,000
421210	Fire Alarm Permits	560,980	500,000	520,000	550,000
421220	School Bus Licenses & Permits	36,818	32,425	44,218	39,401
421230	Taxicab Licenses & Permits	1,326,885	1,327,420	1,332,848	1,375,160
421250	Valet Parking Operator Permits	46	0	0	0
421270	City Election Fees	33,750	0	0	35,000
421280	Other Licenses & Permits	320,339	287,870	817,534	1,044,065
421290	Tower Application Review Fee	1,406	707	2,900	2,180
421320	Dumpster Permits	2,532,703	2,520,000	2,600,000	2,684,000
421410	Permit Preparation Fees	27,183	0	0	0
421490	Plan Review Fees	1,886,972	1,600,000	2,200,000	2,200,000
421570	Limousine Permits	1,016,232	870,958	1,094,124	1,027,653
421580	Charter Bus Permits	207,216	142,323	189,947	234,771
421590	Right-of-way Permits	296,383	290,742	290,742	287,000
421600	Jitney Permit & Inspection Fees	5,011	4,881	4,881	5,020
421610	Low Speed Shuttle Permit/Inspection Fees	3,996	1,852	1,852	2,543
421620	Pedicab Permits & Inspection Fees	17,294	9,067	11,547	9,864
421630	Administrative Fee - Licenses & Permits	2,612,743	2,373,110	2,591,694	2,598,608
<b>Total Licenses and Permits</b>		<b>35,757,492</b>	<b>34,503,849</b>	<b>37,140,516</b>	<b>37,870,062</b>
<b>Intergovernmental</b>					
422010	Medicaid Title XIX	379,045	450,000	200,000	196,000
422122	Municipal Service Fees - TIRZ	5,533,200	5,354,000	5,354,000	5,550,000
422141	Intergovernmental Revenue - TIRZ	5,028,123	5,750,193	6,088,747	6,674,276
422153	Intergovernmental Revenue - 1115 Waiver	8,456,901	10,064,538	13,280,800	14,050,200
423010	Other Grant Awards	1,500,000	0	0	0
<b>Total Intergovernmental</b>		<b>20,897,269</b>	<b>21,618,731</b>	<b>24,923,547</b>	<b>26,470,476</b>
<b>Charges for Services</b>					
<b>Direct Interfund Services</b>					
424040	Interfund 311	373,571	373,376	373,376	373,376
424050	Interfund Fire Protection Services	16,581,924	18,082,666	18,082,666	18,814,049
424060	Interfund Airport Police Services	22,025,690	24,686,257	25,186,257	26,039,447
424070	Interfund Legal Services	1,212,684	1,220,282	1,127,659	1,209,491
424080	Interfund Payroll Services	626,722	673,310	657,632	664,570
424110	Other Interfund Services	2,102,104	2,684,595	2,838,882	2,870,956
424140	Interfund Inventory	(301,262)	0	0	0
424160	Interfund Affirmative Action Services	317,936	386,692	386,692	392,749
451040	Interfund Postage	1,068	1,000	10,868	1,000
457010	Interfund Land Acquisition	316,300	339,600	339,600	339,600
457020	Interfund Communication Equip Repair	0	5,000	0	0
<b>Subtotal Direct Interfund Services</b>		<b>43,256,737</b>	<b>48,452,778</b>	<b>49,003,632</b>	<b>50,705,238</b>
<b>Indirect Interfund Services</b>					
425010	Indirect Cost Recovery-Aviation	2,651,941	2,838,374	2,838,374	3,258,744
425020	Indirect Cost Recovery - Civic Center	0	233,181	0	0
425030	Indirect Cost-CUS Fund	6,173,346	8,441,300	8,441,300	9,810,103
425040	Indirect Cost-HALAN	99,000	99,000	99,000	99,000
425050	Indirect Cost Recovery-Auto Dealers	892,675	1,042,065	1,042,065	1,099,039
425060	Indirect Cost Recover -Public TV	40,528	108,499	108,499	121,463
425070	Indirect Cost-Building Inspection	1,438,831	1,454,707	1,454,316	1,595,671
425080	Indirect Cost Recovery-Street & Drainage	1,120,158	1,015,054	1,015,850	1,101,460
425090	Indirect Cost Recovery-911 Emergency	110,000	110,000	110,000	110,000
425100	Indirect Cost Recovery-Other	3,603,341	6,260,244	6,260,244	7,504,934
425110	Indirect Cost Recovery-Grants	2,428,119	2,122,400	2,050,000	2,050,000
<b>Subtotal Indirect Interfund Services</b>		<b>18,557,939</b>	<b>23,724,824</b>	<b>23,419,648</b>	<b>26,750,414</b>

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues by Category**

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>Charges for Services</b>					
424210	Interfund Radio Parts & Labor	0	1,440	1,440	1,440
424215	Interfund Radio System Access	48,240	48,240	48,240	90,048
426010	Hazardous Materials Response	93,115	56,100	175,000	108,000
426020	Hazardous Materials Permit	28,632	36,999	29,500	30,651
426030	Ambulance Fees	38,744,142	37,699,704	41,400,000	37,174,830
426040	Library Service Charges	9,432	10,000	10,000	10,000
426055	External Radio Parts & Labor	23,310	28,800	80,000	28,800
426070	Hotel & Motel Ordinance	4,261	3,315	5,187	3,858
426090	Demolition Fees	630,667	520,435	520,435	520,435
426100	Non-Resident Garbage Fee	539,579	505,000	570,000	588,000
426110	Extra Container Garbage Fee	1,531,169	1,466,000	1,542,000	1,542,000
426120	Weed Cutting Fees	518,528	438,039	438,039	438,039
426130	Dental Fees	12,588	11,000	7,000	6,000
426151	Passport Service Fee	555,675	400,000	450,000	450,000
426240	Limousine Inspection Fees	115,160	90,716	122,922	106,668
426250	Platting Fees	6,016,317	5,261,675	6,850,000	5,057,929
426260	Police Services	1,170,718	165,000	342,000	165,000
426280	Legal Fees	6	0	0	0
426290	Other Service Charges	94,713	90,270	98,202	87,168
426300	Certified Copies Fees	1,793,245	1,800,000	1,800,000	1,800,000
426320	City Maps & Related Items	707	450	450	450
426330	Miscellaneous Copies Fees	120,531	90,390	160,841	156,362
426340	Public Safety Reports Fees	935,545	913,490	962,500	964,505
426350	Fire Fighting Services	743,218	638,015	720,000	740,000
426370	Training Services	15,856	26,000	26,000	26,000
426420	Building Space Rental Fees	1,146,892	1,217,304	1,031,094	1,285,980
426430	Facility Rental Fees	138,876	136,374	147,176	146,406
426480	Securing/Boarding - Nuisance Abatement	40,081	11,665	11,665	11,665
426485	Visual Blight - Nuisance Abatement	1,316	1,366	1,366	1,366
426520	External Radio System Fees	73,911	342,000	350,000	738,864
426525	Chapter 125 - Nuisance Abatement	(100,600)	0	0	0
443120	Photocopier Concessions	973	1,100	1,100	1,000
443130	Pay Phone Concessions	209,987	200,000	110,000	110,000
443150	Telecommunications Revenue	0	100	100	0
443160	Vending Machine Concessions	249,647	304,000	189,885	254,497
445050	Cell Tower Revenue	298,875	315,000	334,267	327,435
447020	Garage Parking Revenue	252,914	240,000	235,000	234,100
456250	Sewage Disposal	0	0	48	0
Subtotal Charges for Services		<b>56,058,226</b>	<b>53,069,987</b>	<b>58,771,457</b>	<b>53,207,496</b>
<b>Total Charges for Services</b>		<b>117,872,902</b>	<b>125,247,589</b>	<b>131,194,737</b>	<b>130,663,148</b>
<b>Fines and Forfeits</b>					
<b>Municipal Courts Fines and Forfeits</b>					
427010	Moving Violations	16,865,131	17,200,000	14,600,000	15,810,000
427030	MCTP Monthly Time Payment	374,662	432,000	350,000	350,000
427040	Non-Traffic Fines	2,020,362	2,338,450	1,550,000	1,900,000
427050	Failure to Appear Fines	2,121,987	2,050,000	2,050,000	2,050,000
427060	Scire Facias Forfeitures	624,269	644,199	575,000	575,000
427070	Bond Handling Fees	463	769	769	769
427100	Local Court Costs	537,161	564,859	500,000	500,000
427110	Driver Safety Administration Fees	1,460,425	1,481,729	1,375,000	1,375,000
427120	Cash Bond Forfeiture Fees	3,574	3,250	3,250	3,250
427130	Local Arrest Fees	1,284,653	1,377,422	1,150,000	1,150,000
427140	State Arrest Fees	0	2	2	2
427160	Warrant Fees	90,500	127,864	90,000	90,000
427170	HPD Overtime Fee	0	19	19	19
427180	Capias Pro Fine	1,900	3,032	3,032	3,032
427200	Unclaimed Fines & Forfeitures	6,643	786	5,786	786
427210	Court Costs/Jury Costs	1,281	706	706	706
427220	Suspended Sentence Fees	4,015,509	3,972,528	3,850,000	3,850,000

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues by Category**

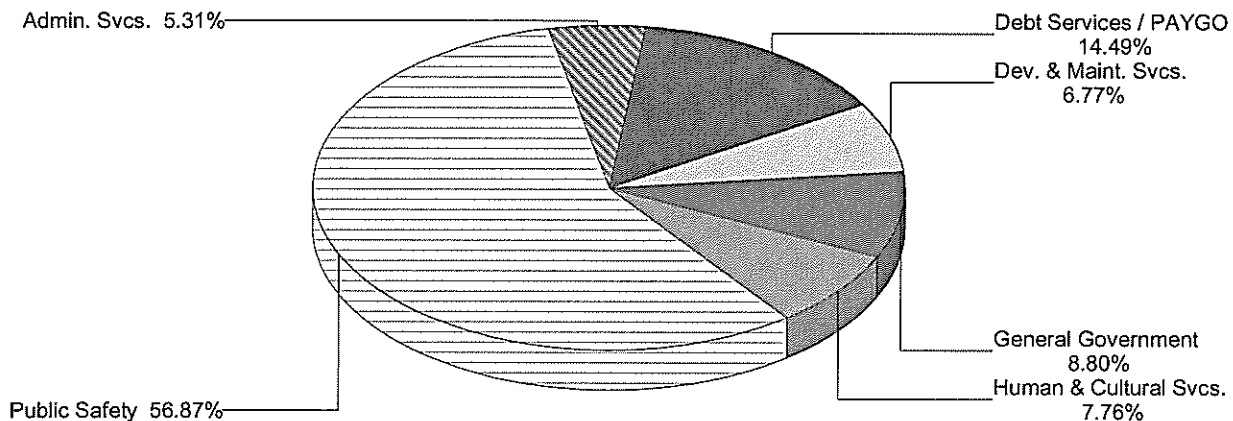
Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
427250	Registration Denial Fee	258,333	274,290	274,290	274,290
427260	Dismissal Fees	635,170	680,780	610,000	610,000
427280	In-House Collection Fee	191,678	155,321	155,321	155,321
<b>Subtotal Municipal Courts Fines and Forfeits</b>		<b>30,493,701</b>	<b>31,308,006</b>	<b>27,143,175</b>	<b>28,698,175</b>
<b>Other Fines and Forfeits</b>					
428020	Library Fines	564,578	550,000	450,000	400,000
428030	Release of Liens	159,027	121,759	121,759	122,759
428040	Vehicle Tow-Away Fees	1,572	2,200	2,200	2,200
428050	False Alarm Penalties	2,592,960	2,508,467	2,591,326	2,567,480
428060	Other Interest Income	303,971	311,000	312,644	312,644
428080	Returned Check Charges	9,565	8,220	9,342	8,920
428090	Miscellaneous Fines & Forfeitures	342,838	100,000	228,360	100,000
428095	Red Light Enforcement	0	465,000	150,000	50,000
428100	Interest on Liens-COH	54,597	60,000	48,609	45,000
428105	Interest on Liens-Contract	654,057	546,719	546,719	546,719
<b>Subtotal Other Fines and Forfeits</b>		<b>4,683,165</b>	<b>4,673,365</b>	<b>4,460,959</b>	<b>4,155,722</b>
<b>Total Fines and Forfeits</b>		<b>35,176,866</b>	<b>35,981,371</b>	<b>31,604,134</b>	<b>32,853,897</b>
<b>Interest</b>					
432010	Interest on Pooled Investments	2,406,699	2,400,650	3,000,000	3,000,000
<b>Total Interest</b>		<b>2,406,699</b>	<b>2,400,650</b>	<b>3,000,000</b>	<b>3,000,000</b>
<b>Miscellaneous/Other</b>					
431020	Contributions from Others	0	0	259,268	125,000
434150	Streets & Bridges Assessments	111,365	59,300	91,962	60,000
434205	Sale of Scrap Metal	52,464	2,000	2,020	2,000
434225	Sale of Non-Capital Equip. & Merchandise	418,491	360,000	363,000	360,000
434305	Judgments & Claims	2,830,598	130,000	223,237	130,000
434315	Reimbursement of Court Costs	(1,924)	0	0	0
434330	Subrogations	0	10,000	0	110,000
434340	Cashier Overages	1,780	100	2,400	2,100
434505	Prior Year Expenditure Recovery	(153,163)	50,000	(3,621)	50,000
434510	Prior Year Revenue	797,844	50,000	0	50,050
444010	Private Contributions	8,685	0	0	0
452010	Release of Special Deposits	0	0	187	0
452020	Recoveries & Refunds	6,991,945	6,373,600	8,916,398	7,846,000
452030	Miscellaneous Revenue	3,251,471	2,135,075	2,892,410	2,021,600
452040	Payment in Lieu of Taxes	2,049,214	0	1,997,273	2,000,000
456255	Misc Operating Revenue	(926,940)	0	0	0
<b>Total Miscellaneous/Other</b>		<b>15,431,830</b>	<b>9,170,075</b>	<b>14,744,534</b>	<b>12,756,750</b>
<b>Other Resources</b>					
434235	Sale of Capital Assets	39,557	0	55,627	175,000
434240	Sale of Capital Assets-Land/Streets	977,658	2,500,000	28,363,660	5,325,000
490020	Transfer from Special Revenue Fund	1,532,950	1,500,000	1,557,500	1,550,000
490060	Transfer from Civic Center	1,380,000	1,380,000	1,380,000	1,380,000
490120	Transfer from Component Unit	14,323,369	20,259,211	20,405,698	20,794,961
490140	Transfer from Parking Management	9,403,137	7,000,000	7,000,000	7,000,000
<b>Total Other Resources</b>		<b>27,656,671</b>	<b>32,639,211</b>	<b>58,762,485</b>	<b>36,224,961</b>
<b>Grand Total</b>		<b>2,081,458,312</b>	<b>2,210,133,919</b>	<b>2,271,537,455</b>	<b>2,302,594,712</b>

## GENERAL FUND EXPENDITURES/OTHER USER SUMMARY

General Fund Expenditures and other uses make up the largest portion of the City's FY2016 Budget. These expenditures and other uses are funded by revenues from property and sales taxes, franchise fees, licenses and permits, charges for services, miscellaneous categories and other sources. (For a detailed explanation, see the General Fund Resources Summary).

FY2016 General Fund expenditures and other uses are allocated among twenty-four (24) departments and five (5) functional areas, the functional areas include: Public Safety, Development and Maintenance Services, Human and Cultural Services, Administrative Services, and General Government. The following graph illustrates the allocation of these expenditures and other uses. Please note that the Public Safety and Human and Cultural Services categories are supported by expenditures in all other categories.

### GENERAL FUND EXPENDITURES/OTHER USES FY2016 BUDGET



**Total=\$2,388,653,131**

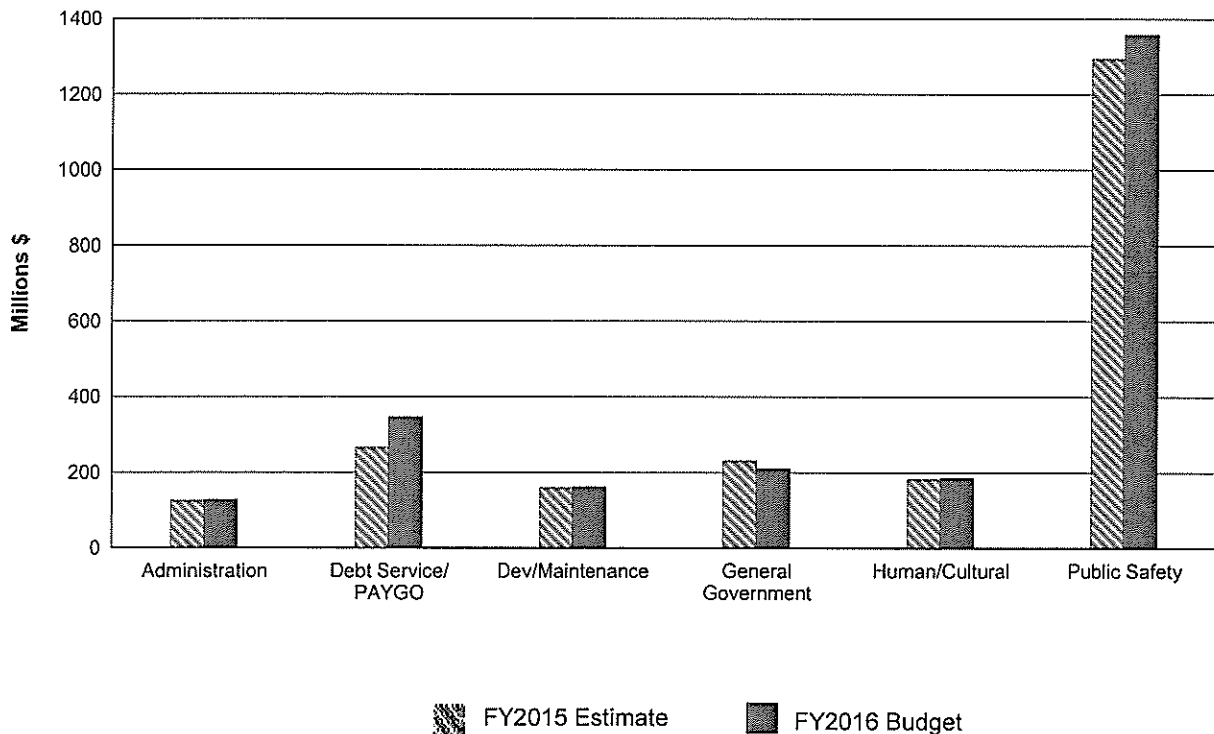
### OVERVIEW

The largest single category of expenditures and other uses in FY2016 is Public Safety with (56.87%) of the total, followed by Debt Service (14.49%), Human and Cultural Services (7.76%), General Government (8.80%), Development and Maintenance Services (6.77%), and Administrative Services (5.31%).

The General Fund is dominated by public safety costs. While the public safety category makes up a majority of the total costs, it is important to note that other expenditure categories such as debt, general government, maintenance, and administrative services provide support for public safety activities. Those public safety activities could not operate without that support. Further, it is widely recognized that many of the human and cultural services the city provides indirectly reduce crime by actively engaging at-risk groups. In many ways those services are public safety costs as well.

The following graph compares the FY2015 Estimate and FY2016 Budget by functional category. Please refer to the tables at the end of this section for comparisons among departments.

### General Fund Expenditures/Other Uses FY2015 Estimate vs. FY2016 Budget



The FY2016 budget for General Fund expenditures/other uses of \$2,389 million is \$135 million higher than the FY2015 estimate of \$2,254 million.

The following section provides highlights of FY2016 General Fund expenditures/other uses by functional category and department.

### Public Safety

The Public Safety functional category includes: Fire, Houston Emergency Center, Municipal Courts, and Police Departments.

- The Fire Department's FY2016 budget provides for: (1) five new cadet classes that include two non-certified and three certified classes (2) three new paramedic training classes (3) hands on continuing education training and (4) the continuation of Fire Ground Survival Training.
- The Houston Emergency Center Department will continue its mission of providing the citizens of Houston with the most efficient, accurate, and professional service when processing life-threatening calls.
- Municipal Courts FY2016 budget includes staffing to support fifteen day courts and eight night courts, the continuation of fee-based weddings and alcohol and tobacco classes along with newly implemented fee-based initiatives such as Notary service and Driving Record printing services. Funding has also been provided to maintain and support the operations of the Court System for Management of Resources and Technology (CSMART).
- The Police Department's FY2016 Budget includes funding to meet the department's goals of enhancing safety throughout the city, continuing positive relations with the community, ensuring the department's accountability to the public, maintaining and increasing productivity, and increasing professionalism of department employees. It also includes funding for four new cadet classes.

### Development and Maintenance Services

The Development and Maintenance Services functional category includes: the General Services, Planning and Development, Public Works and Engineering, and Solid Waste Management Departments.

- The General Services Department continues to provide best practices in managing facilities, design, construction, security and resource conservation in core civic buildings to optimize the life of City buildings. Funding for preventive and corrective maintenance costs for facilities managed by the department are being reported in Maintenance Renewal and Replacement Fund.
- The Department of Planning and Development provides leadership & support in making Houston a vibrant city in which to live, learn, work and play by: (1) administering regulatory and other tools affecting development and growth (2) developing plans to meet future citywide needs (3) administering tools that enhance and protect neighborhood character & stability (4) and providing reliable data, mapping and analysis to decision-makers.
- The Public Works and Engineering Department's FY2016 Budget includes the Resource Management, Traffic Operations and Planning Divisions. The Planning Division will continue to process Joint Referral Committee transaction activities assigned to the department timely. The Traffic Operations Division will continue to work to alleviate traffic congestion resulting from malfunctioning traffic signals, accidents and other mobility issues throughout the City during peak periods.
- The Solid Waste Management Department provides solid waste services to the citizens of Houston through the collection, disposal and recycling of discarded material in a manner that is safe, efficient, environmentally sound and cost-effective. In FY2016, the department will continue to refine its major work program performance measures.

### Human and Cultural Services

The Human and Cultural Services functional category includes: the departments of Health and Human Services, Housing & Community Development, Library, Parks and Recreation, and the Department of Neighborhoods.

- The Health and Human Services Department works with the community to promote and protect the health and social well-being of Houstonians. The FY2016 budget includes funding for the Texas Medicaid Transformation 1115 Waiver Intergovernmental Transfer.
- The Housing and Community Development Department continues to provide services principally to low and moderate income persons. The Department manages and administers both federal and non-federal funds that are earmarked for the development of viable urban communities. FY2016 General Fund budget includes funding to support personnel costs of individuals who have been assigned in part and/or whole to two citywide initiatives: (1) Land Assemblage Redevelopment Authority (LARA) and (2) Service of the Emergency Aid Resource Center for the Homeless (SEARCH) Mobile Outreach Program.
- The Houston Public Library (HPL) remains committed to its role as a leader in the state and in the nation. The FY2016 budget allows HPL to focus on our five customer-driven organizational priorities which are Lifelong Learning, Literacy Learning, Life Skills Learning, Laboratory Learning, and Lifestyle Learning.
- The Parks and Recreation Department continues to enhance urban life by providing safe, well-maintained parks and offering affordable programs for the community. The Department partners with other departments such as Library, Health, Planning and Development as well as Public Works and Engineering to offer the best family experience they City has to offer.
- The Department of Neighborhoods' FY2016 budget includes funding to continue the department's focus of increasing awareness of the City's blight ordinances, signs code enforcement activities and other activities such as citizens assistance, gang prevention outreach, addressing the concerns of people with disabilities, international communities, volunteerism, and education programs in an effort to improve neighborhoods and help make Houston a better place to live.

### Administrative Services

The Administrative Services functional category includes: the departments of Administration and Regulatory Affairs, City Controller's Office, City Council, City Secretary, Finance, Houston Information Technology Services, Human Resources, Legal, Mayor's Office, and Office of Business Opportunity.

- The Administration and Regulatory Affairs (ARA) Department applies efficient and logical solutions to administrative and regulatory challenges. Our goal is to provide increasing value to Houston via a customer-driven team that pursues continual improvement in operational efficiency and service excellence. We employ these improvement principles in the administration of our various divisions, from our public-facing functions such as administering the City's 3-1-1 information line, animal control, on-street parking management, and business permitting; to our administrative and regulatory functions such as utility regulation, franchise administration, Citywide policy administration, and management of the City's risk and exposure through commercial insurance.
- The Controller's Office continues to protect the financial integrity of Houston's City government. In FY2016 the department will continue ensuring accurate and timely reporting on the City's current financial condition. Also, assessing the City's future financial condition, and certifying to City Council that funds are available for all appropriations.
- The Finance Department promotes fiscal responsibility, provides high-quality financial services and information to public officials and citizens, strives to improve process execution internally and citywide and assists managers and employees in professional development by providing the resources needed to get the job done. The FY2016 Budget includes the citywide Enterprise Risk Management (ERM) process to evaluate Internal Controls and Process Documentation for various departments in the City.



- The Houston Information Technology Services (HITS) continues to engage to become a partner of choice; to create a resilient, scalable and agile IT infrastructure; to transform our IT workforce; to improve the overall management of IT services; protect city information and data; and enhance citizen engagement. The FY2016 budget includes funding for all citywide technology initiatives.
- The Legal Department continues to provide core legal services, bond issue representation, preparation of ordinances and resolutions, utility regulation, and revenue collection. The FY2016 budget will continue to focus on the citywide debt collection program, assisting civic groups and individuals in the protection of their neighborhoods, handling deed restriction violations, moving to demolish blighted multi-family complexes, closing unlawfully operated sexually oriented businesses, and evolve into a more technology oriented law office environment.
- The Office of Business Opportunity continues to create a competitive and diverse business environment in the City of Houston by promoting the growth and success of local small businesses. The FY2016 budget includes funding for the continued implementation of the Department's program priorities, initiatives, and major core services which includes the Minority, Women, Small, and Persons with Disabilities Business Enterprises (MWSBE and PDBE) and Disadvantaged Business Enterprises (DBE) Programs, the Hire Houston First Program, as well as a suite of services for small businesses and entrepreneurs through the Department's Business Solutions Center.

#### General Government

General Government includes citywide costs that are not attributable to any single Department. The FY2016 budget includes limited purpose annexation payments which are offset by revenues, general and run – off elections, health insurance for retired civilians and citywide membership fees.

**FISCAL YEAR 2016 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	219,351,677	229,335,047	225,802,956	232,458,211
500020	Salary Base Pay - Classified	541,028,501	557,870,224	557,620,225	580,061,587
500030	Salary Part Time - Civilian	5,116,853	6,138,415	5,954,383	6,307,594
500040	Salary Assignment Pay - Classified	6,816,992	6,809,476	7,157,392	7,509,654
500045	Patrol Incentive Pay	2,421,746	2,499,487	2,499,487	2,842,000
500050	Sal-Edu/Incen-Classfd	16,101,566	16,398,670	16,427,286	16,673,324
500060	Overtime - Civilian	5,024,506	4,586,577	4,908,822	4,541,249
500070	Overtime - Classified	36,014,106	37,690,624	37,690,624	33,726,850
500090	Premium Pay - Civilian	742,437	706,023	703,833	804,814
500110	Bilingual Pay - Civilian	525,939	556,502	544,590	533,022
500120	Bilingual Pay - Classified	3,131,270	3,200,143	3,238,940	3,210,378
500130	Equipment Allowance-Classified	10,679,136	10,406,236	10,406,236	10,693,228
500150	Shift Differential Pay-Classified	4,143,333	3,986,523	3,986,523	4,377,073
500160	Training Incent.-Classified	30,526,123	30,563,098	30,563,098	30,881,396
500170	Weekend Prem Pay-Classified	3,463,746	3,419,164	3,419,164	3,760,504
500180	Temporary Employees	1,306,001	1,133,649	1,133,649	979,748
500190	Temporary Higher Class Pay	1,728,558	1,769,563	1,505,079	1,500,805
500210	Pay for Performance-Municipal	80,850	218,541	238,941	232,841
500240	HOPE Community Service Usage	966	2,000	2,000	2,000
500250	HOPE Union Business Usage	10,551	18,322	18,629	13,373
501020	Clothing Allowance - Classified	1,302,825	1,291,200	1,292,700	1,349,000
501040	Earned Leave - Classified	1,498,261	1,500,000	1,406,232	1,500,000
501050	Employee Awards	7,159	9,200	9,200	9,200
501060	Moving Expenses	1,189	17,943	17,943	0
501070	Pension - Civilian	51,105,887	58,116,542	57,166,978	63,603,745
501080	Pension - Fire	63,757,651	91,232,217	92,436,055	92,624,950
501090	Pension - Police	100,614,334	111,370,600	111,370,600	146,379,380
501100	Phase Down Classified	13,582,957	15,802,189	15,802,189	16,361,451
501110	Strategic Staffing-Classified	572,953	600,000	600,000	1,000,000
501120	Termination Pay - Civilian	3,687,106	2,056,025	3,243,419	2,051,695
501130	Termination Pay - Classified	9,000,686	12,927,620	12,112,895	12,752,672
501140	Third Party Disability B-Classified	3,603,394	3,788,023	3,788,023	3,826,461
501150	Trainees for Classified Service - Cadets	6,353,361	8,416,045	7,907,797	9,189,308
501160	Vehicle Allowance - Civilian	77,386	77,261	77,261	77,242
501170	Vehicle Allowance - Classified	208,250	225,985	225,985	220,000
502010	FICA - Civilian	17,603,436	18,856,977	18,318,033	19,246,031
502020	FICA - Classified	7,613,129	8,035,463	8,009,719	8,054,019
503010	Health Ins-Act Civilian	37,898,532	38,056,866	38,003,084	37,071,276
503015	Basic Life Insurance - Active Civilian	130,825	136,553	137,171	137,256
503020	Health Ins.Act-Classified	103,505,490	101,200,799	101,200,799	101,639,478
503025	Basic Life Insurance - Active Classified	318,982	334,461	334,461	349,140
503040	Health/Life Ins.Ret-Classified	18,148,843	19,649,613	19,649,613	18,550,394
503050	Health/Life Insurance - Retiree Civilian	10,917,213	13,675,162	13,675,162	12,789,776
503060	Long Term Disability-Civilian	388,781	408,387	406,187	423,716
503061	Long Term Disability-Classified	277,624	330,882	330,882	342,191
503070	Municipal Pension-Other Classified	247,676	225,717	225,717	257,000
503080	Workers Compensation-Classified-Admin	1,974,282	2,537,336	2,583,660	2,925,445
503090	Workers Compensation-Civilian-Admin	1,082,043	1,363,580	1,377,034	1,745,275
503100	Workers Compensation-Civilian-Claim	2,738,577	1,797,020	1,832,084	1,903,120
503110	Workers Compensation-Classified-Claim	12,962,317	10,116,135	9,918,135	9,862,568
504020	Compensation Contingency	0	3,653,686	3,667,771	7,009,760
504030	Unemployment Claims - Administration	289,262	438,965	438,058	373,740

**FISCAL YEAR 2016 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
504040	Res For Police Enhanc.-Classified	165,000	975,000	975,000	1,275,000
504060	Health Benefits-Fire	648,930	670,000	630,000	650,000
<b>Total</b>	<b>Personnel Services</b>	<b>1,360,499,198</b>	<b>1,447,201,736</b>	<b>1,442,991,704</b>	<b>1,516,659,940</b>
511010	Chemical Gases & Special Fluids	275,897	267,167	297,205	306,922
511015	Cleaning & Sanitary Supplies	841,172	787,306	796,477	833,342
511020	Construction Materials	372,410	344,422	359,960	311,689
511025	Electrical Hardware & Parts	688,095	528,492	493,554	520,361
511030	Mechanical Hardware & Parts	121,606	125,503	122,150	76,782
511035	Meters Hydrants & Plumbing Supplies	142,367	128,089	137,589	136,789
511040	Audiovisual Supplies	177,475	57,361	56,439	94,738
511045	Computer Supplies	1,172,454	1,168,443	1,091,878	1,131,559
511050	Paper & Printing Supplies	456,276	515,496	484,753	499,878
511055	Publications & Printed Materials	292,285	308,106	300,450	318,446
511060	Postage	460,914	491,136	481,303	517,922
511070	Miscellaneous Office Supplies	1,773,997	1,482,895	1,517,015	1,511,765
511075	Library Circulation Supplies	29,790	30,000	29,300	30,000
511080	General Laboratory Supplies	399,615	357,221	357,221	247,817
511085	Drugs & Medical Chemicals	549,255	580,060	540,060	671,744
511090	Medical & Surgical Supplies	1,506,657	1,438,825	1,544,601	1,443,828
511095	Small Technical & Scientific Equipment	79,732	327,480	515,236	299,908
511100	Veterinary & Animal Supplies	152,423	337,786	337,786	110,000
511110	Fuel	26,542,393	25,279,322	25,251,647	25,370,407
511115	Vehicle Repair & Maintenance Supplies	93,758	207,504	232,028	376,042
511120	Clothing	4,559,114	3,108,328	3,221,956	3,415,112
511125	Food Supplies	142,517	225,710	226,388	291,467
511130	Weapons Munitions & Supplies	675,599	929,909	929,909	404,500
511135	Recreational Supplies	290,072	223,063	224,164	206,540
511140	Landscaping & Gardening Supplies	104,616	148,900	125,400	145,700
511145	Small Tools & Minor Equipment	664,509	528,656	555,280	568,746
511150	Miscellaneous Parts & Supplies	2,082,348	1,206,510	1,278,705	1,363,773
511155	Inventory Sales	0	5,000	5,000	5,000
511160	Protective Gear	665,827	560,132	650,000	659,364
511164	Breathing Apparatus Repair Supplies	390,507	452,198	475,000	459,395
511165	Fire Fighting Equipment	280,942	348,200	267,200	289,639
<b>Total</b>	<b>Supplies</b>	<b>45,984,622</b>	<b>42,499,220</b>	<b>42,905,654</b>	<b>42,619,175</b>
520100	Temporary Personnel Services	3,539,009	3,178,380	3,180,273	2,927,831
520101	Janitorial Services	3,300,682	4,019,967	3,960,103	4,317,300
520102	Security Services	3,881,668	4,378,390	4,646,930	4,798,430
520103	Subrecipient Contract Services	190,031	335,083	335,083	466,783
520105	Accounting & Auditing Services	3,690,511	3,040,342	3,040,552	3,147,588
520106	Architectural Services	12,034	167,200	167,200	0
520107	Computer Info/Contr	4,430,364	4,904,580	4,902,368	5,509,752
520108	Information Resource Services	1,005,948	415,978	424,653	336,136
520109	Medical Dental & Laboratory Services	1,037,019	685,476	708,679	990,205
520110	Management Consulting Services	3,974,912	4,800,093	4,871,745	6,662,629
520111	Real Estate Services	125,404	139,024	139,024	135,493
520112	Banking Services	281,739	405,832	406,696	398,348
520113	Photographic Services	14,413	8,568	8,568	13,400
520114	Miscellaneous Support Services	3,267,956	3,855,334	3,664,151	3,298,133
520115	Real Estate Lease/Office Rental	8,020,735	8,820,005	8,812,673	9,188,480

**FISCAL YEAR 2016 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520116	Parking Services Contract	30,213	44,461	44,461	47,652
520118	Refuse Disposal	13,242,193	13,405,537	13,384,473	13,837,445
520119	Computer Eq/SW Mnt	803,231	996,697	1,216,889	1,209,542
520120	Communications Equipment Services	382,163	380,884	380,370	413,915
520121	IT Application Svcs	9,699,335	8,438,345	8,440,645	9,327,797
520122	Office Equipment Services	187,370	203,132	202,822	201,922
520123	Vehicle & Motor Equipment Services	536,461	892,975	892,975	744,770
520124	Other Equipment Services	509,659	542,544	553,377	654,195
520126	Construction Site Work Services	194,127	127,655	116,355	32,000
520127	Structural Construction Work Services	0	112,500	120,000	10,000
520128	Other Construction Work Services	16,642	12,000	19,500	12,000
520132	Contracts/Sponsorships	5,212,964	5,204,856	5,204,856	3,525,365
520133	Private Investigative Services	3,382	14,700	14,700	11,760
520136	Billing & Collection Services	1,100,515	4,230,413	4,230,413	4,699,210
520138	Zoo Contract	8,950,947	9,290,310	9,290,310	9,513,994
520139	Motor Pool Charges	249	4,200	3,650	3,650
520141	Engineering Services	49,444	83,568	83,568	99,500
520142	Classified C.S. Arbitration Cost	90,829	84,714	84,714	100,000
520144	Limited Purpose Annexation Payment	47,190,651	51,973,682	51,973,682	54,195,685
520145	Criminal Intelligence Services	1,569,618	50,819	50,819	1,750
520146	Contract Instructor Sports	189,691	71,500	71,500	94,000
520149	Internship Program	4,000	0	0	0
520152	Telemetry Services	2,081,645	2,100,000	2,100,000	2,100,000
520153	Protective Gear Cleaning Services	826,272	790,596	820,600	812,800
520157	Computer Software Maintenance Services	106,123	1,760,622	1,760,622	2,067,924
520158	Computer Equipment Maintenance Services	1,571	0	0	0
520159	Non-Sub-Recipient Grant Contract	275,011	200,700	200,700	152,700
520510	Mail/Delivery Services	276,707	483,841	484,251	516,175
520515	Print Shop Services	362,241	360,492	331,214	319,642
520520	Printing & Reproduction Services	247,042	293,115	281,403	282,194
520605	Advertising Services	606,422	746,603	742,410	698,507
520705	Insurance Fees	2,184,930	2,785,523	2,687,660	2,522,383
520710	State/Federal Inspection Fees	7,105	935	935	24,075
520725	Assessments - Other Governments	456,915	538,334	530,655	534,755
520730	Tax Appraisal Fees	7,788,238	8,800,000	8,800,000	8,963,403
520735	Tax Refunds	584,257	0	0	0
520739	Ambulance Refund	1,442	368,717	368,717	368,717
520740	Document Recording/Filing Fees	70,181	65,860	65,860	65,860
520745	Third Party Collection Fees	0	165,600	165,600	165,600
520750	Elections	2,268,264	0	0	2,500,000
520755	Contingency	12,119	1,847,664	1,397,273	2,620,815
520760	Contributions	15,644,211	16,972,910	16,972,910	17,853,660
520763	Intergov Contribution-1115 Waiver	8,456,901	12,892,778	12,892,778	13,650,174
520765	Membership & Professional Fees	1,913,600	2,270,828	2,267,069	1,823,326
520780	Juror Compensation	82,080	107,359	89,000	107,359
520805	Education & Training	799,740	1,214,743	1,196,273	2,069,012
520806	Paramedic/EMT Continuing Edu	34,200	59,000	59,000	1,089,195
520807	Initial/Recert EMS Training	582,534	595,438	595,438	777,120
520815	Tuition Reimbursement	980,992	1,000,000	1,000,000	1,000,000
520900	CIP-Capital Equipment Acquisition	0	7,400	7,400	0
520905	Travel - Training Related	605,343	619,454	621,736	663,223
520910	Travel - Non-Training Related	433,196	557,459	545,749	444,614

**FISCAL YEAR 2016 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
521405	Building Maintenance Services	9,612,785	5,033,551	5,021,180	4,977,289
521410	Sewer Services	1,766,287	1,490,712	1,515,812	1,515,981
521415	Land and Grounds Maintenance	2,180,841	2,193,606	2,357,924	2,406,600
521420	Infrastructure Maintenance Service	0	6,353	6,353	0
521435	Water Services	24,921	9,804	17,087	48,156
521440	Steam/Chilled Water Services	256,900	467,507	204,305	204,305
521505	Electricity	43,828,809	45,932,763	45,932,763	46,204,613
521510	Natural Gas	809,979	724,723	730,735	711,456
521605	Data Services	3,578,836	4,873,767	4,811,270	5,270,196
521610	Voice Services	8,805,807	9,870,783	9,875,183	8,813,608
521620	Voice Equipment	293,685	278,000	261,400	83,343
521625	Voice Labor	260,846	387,558	467,964	541,727
521630	GIS Revolving Fund Services	1,051,540	1,811,170	1,811,220	1,727,176
521635	Voice Services -Wireless	1,121,437	980,656	980,702	1,119,441
521705	Vehicle/Equipment Rental/Lease	130,264	76,846	78,372	200,339
521715	Office Equipment Rental	1,331,299	1,253,865	1,240,065	1,339,589
521720	Computer Equipment Rental	49,347	26,000	26,000	26,000
521725	Other Rental	1,753,704	2,215,220	2,222,414	2,235,424
521730	Parking Space Rental	892,560	1,019,506	1,033,060	998,060
521735	Hobby Parking Space Rental	214,218	245,939	265,092	255,603
521905	Legal Services	1,144,450	1,820,063	1,817,063	1,687,500
521910	Legal Svcs - Crt Report	0	4,200	1,575	2,000
522205	Metro Commuter Passes	719,388	720,000	720,000	720,000
522305	Freight Charges	3,255	19,927	19,258	10,626
522405	Management Savings	(525)	0	0	0
522410	Cashier Shortages	452	700	722	400
522420	Petty Cash/Change Special Fund	278	1,500	578	1,500
522430	Misc Othr Svcs & Chrg	4,579,488	9,607,572	9,568,058	12,156,848
522431	EMS Equipment Maint	103,787	191,400	191,400	118,000
522432	Life Safety Equipment Maintenance	552,453	535,701	535,701	494,910
522435	Interest Charges Past Due Accounts	17,832	2,503	3,418	2,000
522620	Claims & Judgments	17,233,008	18,587,101	18,587,101	13,277,101
522710	Interfund Utility Cut Repairs	0	500	500	500
522720	Interfund Payroll Services	(10,145)	0	0	0
522721	Interfund HR Client Services	6,493,774	7,242,739	7,242,739	9,133,167
522722	KRONOS Service Chargeback	645,951	686,713	686,713	836,136
522723	Drainage Fee Service Chargeback	1,510,680	1,521,100	1,521,100	1,495,100
522730	Interfund Engineering Services	133,894	0	0	1,398
522735	Interfund Communication Equipment Repair	0	78,050	77,950	98,490
522740	Interfund Police Service	172,740	90,000	120,533	47,000
522760	Interfund Billing & Collection Service	17,163	48,091	44,272	43,772
522765	Interfund Legal Services	1,064	0	0	0
522780	Interfund Photo Copy Services	18,559	25,000	25,000	25,000
522790	Interfund Inventory Adjustments	0	1,200	1,200	1,200
522795	Other Interfund Services	2,276,011	4,722,789	4,722,789	4,646,950
522835	Scrapping of Inventory for Disposal	505	600	600	600
522840	Houston Permitting Center Rent Chargeback	858,231	1,089,918	1,089,918	1,011,645
522845	Interfund Vehicle Services	38,834,058	42,207,641	42,197,011	44,676,522
<b>Total</b>	<b>Other Services and Charges</b>	<b>327,695,807</b>	<b>361,029,052</b>	<b>360,668,130</b>	<b>374,287,164</b>
560120	Capital Exp-Building & Bldg Improvement	0	41,534	41,534	0
560210	Furniture Fixtures and Equipment	113,606	99,155	99,155	0

**FISCAL YEAR 2016 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
560220	Vehicles	1,798,577	326,352	326,352	0
560230	Computer HW and Developed SW	80,092	276,491	276,491	0
560240	Communication Equipment	15,289	0	0	0
560810	Cap Exp-Controlled Equipment	14,625	24,773	24,773	0
<b>Total</b>	<b>Equipment</b>	<b>2,022,189</b>	<b>768,305</b>	<b>768,305</b>	<b>0</b>
551005	Fixed Assets Restatement	0	1,000	1,000	1,000
551010	Non-Cap Office Furniture & Equipment	761,606	747,732	754,051	479,900
551015	Non-Capital Computer Equipment	955,663	197,662	196,662	71,900
551020	Non-Capital Communication Equipment	5,242	2,700	2,700	1,300
551025	Non-Capital Scientific/Medical Equipment	34,779	100	100	0
551030	Non-Capital Machinery & Equipment	7,555	3,200	3,169	0
551035	Non-Capital Library books	4,686,500	4,636,500	4,636,500	4,686,500
551040	Non-Capital Other	36,965	153,200	153,200	150,000
551045	Non-Capital Vehicles/Rolling Stock	2,350	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>6,490,660</b>	<b>5,742,094</b>	<b>5,747,382</b>	<b>5,390,600</b>
531085	Other Interest	3,039,502	4,927,500	4,927,500	3,387,500
532020	Transfers to Capital Projects	6,817,756	7,223,406	7,223,406	6,730,862
532025	Transfers to Special Revenues	59,997,132	84,853,213	84,853,213	76,313,088
532040	Transfers to Component Unit	7,181,938	23,434,621	23,434,621	23,626,245
532050	Trans to PIB Bonds Debt Service	243,813,000	264,500,000	264,500,000	295,954,000
532120	Transfer to Fleet/Eq	1,858,733	1,858,733	1,858,733	1,375,877
532135	Ch.380 - Transfers to Other Funds	0	14,555,680	14,555,680	20,033,680
532140	Captured Revenue Transfer to DDSRF	0	0	0	22,275,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>322,708,061</b>	<b>401,353,153</b>	<b>401,353,153</b>	<b>449,696,252</b>
<b>Grand Total Expenditures</b>		<b>2,065,400,537</b>	<b>2,258,593,560</b>	<b>2,254,434,328</b>	<b>2,388,653,131</b>

Totals do not include interfund eliminations



## PUBLIC SAFETY DEPARTMENTS

Fire .....	III - 2
Houston Emergency Center.....	III - 14
Municipal Courts.....	III - 18
Police General.....	III - 26



## FIRE DEPARTMENT

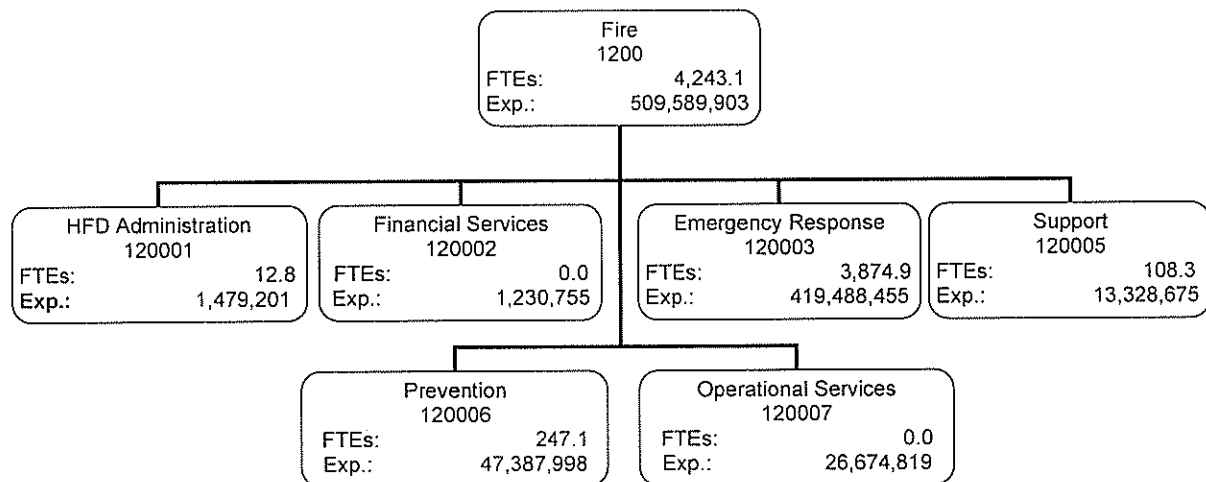
### Department Description and Mission

The Fire Department's primary mission is to protect the lives and property of the citizens of Houston. This is accomplished through the delivery of emergency medical services, fire suppression operations, fire investigation services, and fire prevention through inspections and public education. Additionally, through the special operations division, the Fire Department provides emergency response services for hazardous materials, technical rescue and aircraft fire fighting, and rescue incidents at our airports.

The mission of the department is achieved through three operating commands: Deployment, Administration and Support, and Prevention and Homeland Security.

The Houston Fire Department (HFD) is the largest fire department in the United States to possess a class 1 rating from the Insurance Service Organization (ISO) and is the world's largest fire department to receive accreditation from the Commission on Fire Service International.

### Department Organization



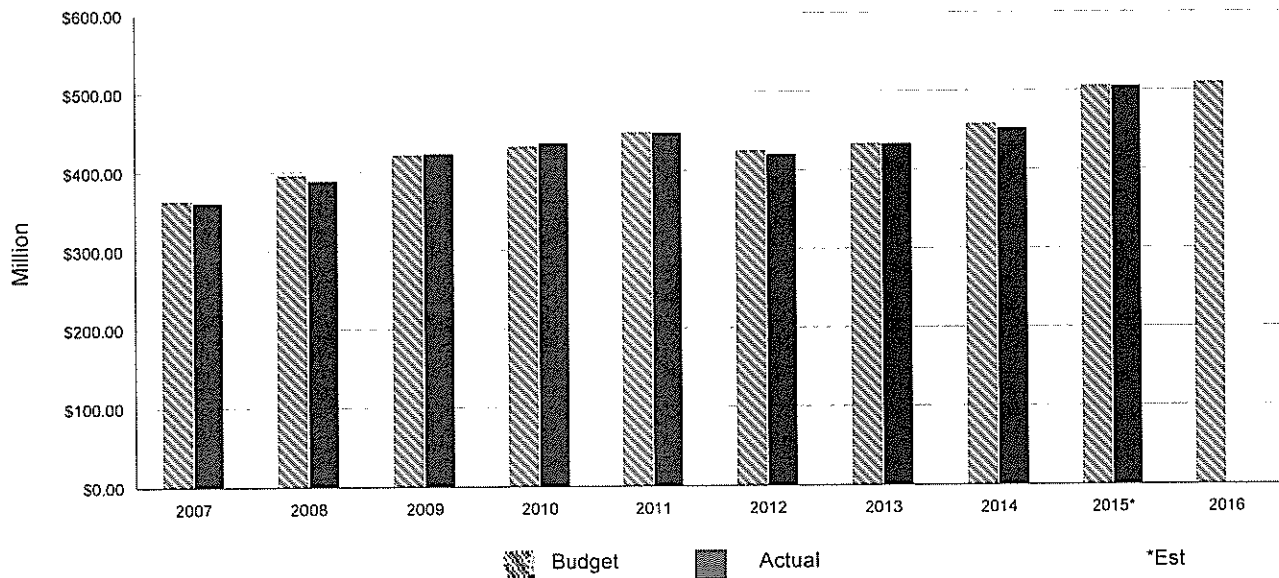
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : Fire Department  
 Fund No. /Bus. Area No. : 1000 / 1200

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	414,556,920	459,677,049	458,984,887	458,035,174
	Supplies	10,966,071	10,547,121	10,974,384	10,857,925
	Other Services and Charges	26,449,767	35,137,707	35,224,637	40,696,804
	Equipment	343,490	0	0	0
	Non-Capital Equipment	0	3,200	3,169	0
	Total M & O Expenditures	452,316,248	505,365,077	505,187,077	509,589,903
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	452,316,248	505,365,077	505,187,077	509,589,903
Revenues		69,833,217	69,333,895	75,011,166	71,704,906
Staffing	Full-Time Equivalents - Civilian	119.3	115.6	109.9	114.2
	Full-Time Equivalents - Classified	3,772.0	3,876.2	3,871.7	3,996.9
	Full-Time Equivalents - Cadets	135.0	177.8	164.5	132.0
	Total	4,026.3	4,169.6	4,146.1	4,243.1
	Full-Time Equivalents - Overtime	277.5	289.1	289.2	255.0
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution. o Five new cadet classes and the annualization of three prior year cadet classes are funded in the budget resulting in 300 new fire fighters in FY2016. o Three new paramedic training classes for approximately 105 future paramedics. o The FY2016 Budget includes funding for new Fire Station 84 opened in April 2015. o The continuation of the Fire Ground Survival Training. o Ambulance Fees reflect a \$8 million Medicare recoupment due to overpayments in prior years.				

**Fire Department  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

Business Area Performance Measures					
Fund Name : General Fund Business Area : Fire Department Fund No. /Bus. Area No. : 1000 / 1200					
Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Classified Attrition	J	152	140	140	140
Classified Headcount	P	3,818	4,037	3,941	4,101
First Unit EMS Call Type Response Time (minutes)	P	7.20	7.10	7.24	7.31
First Unit Fire Call Type Response Time (minutes)	P	7.22	7.35	7.26	7.33
First Unit Total HFD Response Time (minutes)	P	7.20	7.13	7.24	7.31
School Inspections	P	4,448	3,338	3,910	4,301
Total EMS Incidents	P	267,093	250,725	276,441	279,205
Total EMS Responses	P	326,363	316,220	342,131	345,552
Total Fire Incidents	P	41,169	45,436	41,794	42,212
Expenditures Budget vs Actual Utilization	F	99%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	112%	100%	108%	100%
<div> <div> Mayor's Five Priorities: Jobs and Sustainable Development (J) Fiscal Responsibility (F) </div> <div> Public Safety (P) Quality of Life (Q) </div> <div> Infrastructure (I) </div> </div>					

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Fire Department</b> <b>Fund No. /Bus Area No. : 1000 / 1200</b>							
<b>Division Description</b>		<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>HFD Administration 120001</b>							
Provides administration and direction for all aspects of the Houston Fire Department.		15.0	1,517,023	9.3	1,116,810	12.8	1,479,201
<b>Financial Services 120002</b>							
Funding budgeted for the Finance Department's Service Chargeback Fund which performs accounting, budget, CIP and purchasing services for the Houston Fire Department.		12.0	1,104,226	0.0	1,189,519	0.0	1,230,755
<b>Emergency Response 120003</b>							
Provides continuous firefighting and first responder emergency medical services, responds to hazardous materials and aircraft rescue incidents, provides immediate treatment to those in need of urgent medical care, and prepares new recruits to be entry-level fire fighters.		3,637.8	374,866,643	3,771.2	418,672,883	3,874.9	419,488,455
<b>Support 120005</b>							
Provides support and services to the members of the Houston Fire Department including Risk Management, IT, HR and Classified Testing liaisons and department staff psychologists. HFD's Office of Emergency Communication (Dispatch) is also located in this command.		112.7	12,680,073	114.3	13,838,125	108.3	13,328,675
<b>Prevention 120006</b>							
The Command will organize, support and coordinate the activities of Life Safety Bureau, Fire Investigation, Strategic Planning, Accreditation, Staff Services, Resource Management, Alternative Dispute Resolution, Grant Management, Legal and City Council Liaison.		248.8	45,598,026	251.3	48,597,683	247.1	47,387,998
<b>Operational Services 120007</b>							
Provides the department with essential supplies and services including fuel, miscellaneous parts and supplies, office equipment rental and leases, and telephone and communication lines.		0.0	16,550,257	0.0	21,772,057	0.0	26,674,819

**FISCAL YEAR 2016 BUDGET**

Division Summary							
Fund Name : General Fund							
Business Area : Fire Department							
Fund No. /Bus Area No. : 1000 / 1200							
Division	Name	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
120001	HFD Administration						
	Civilian	6.7		6.0		6.0	
	Classified	8.3		3.3		6.8	
	Cadets	0.0		0.0		0.0	
	Total	15.0	1,517,023	9.3	1,116,810	12.8	1,479,201
120002	Financial Services						
	Civilian	12.0		0.0		0.0	
	Classified	0.0		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	Total	12.0	1,104,226	0.0	1,189,519	0.0	1,230,755
120003	Emergency Response						
	Civilian	33.4		33.1		34.8	
	Classified	3,469.4		3,573.6		3,708.1	
	Cadets	135.0		164.5		132.0	
	Total	3,637.8	374,866,643	3,771.2	418,672,883	3,874.9	419,488,455
120005	Support						
	Civilian	14.0		16.7		17.9	
	Classified	98.7		97.6		90.4	
	Cadets	0.0		0.0		0.0	
	Total	112.7	12,680,073	114.3	13,838,125	108.3	13,328,675
120006	Prevention						
	Civilian	53.2		54.1		55.5	
	Classified	195.6		197.2		191.6	
	Cadets	0.0		0.0		0.0	
	Total	248.8	45,598,026	251.3	48,597,683	247.1	47,387,998
120007	Operational 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	16,550,257	0.0	21,772,057	0.0	26,674,819
Grand Total							
	Civilian	119.3		109.9		114.2	
	Classified	3,772.0		3,871.7		3,996.9	
	Cadets	135.0		164.5		132.0	
	Grand Total	4,026.3	452,316,248	4,146.1	505,187,077	4,243.1	509,589,903

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

Fund Name : General Fund  
 Business Area : Fire Department  
 Fund No./Bus. Area No. : 1000 / 1200

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	2.0	1.0
ADMINISTRATIVE AIDE	10	3.0	3.0	0.0
ADMINISTRATIVE ASSISTANT	17	13.0	12.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	6.0	5.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	2.0	1.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	5.0	7.0	2.0
ADMINISTRATIVE SUPERVISOR	22	2.0	2.0	0.0
ARSON INVESTIGATOR	FE08	1.0	1.0	0.0
ASSISTANT ARSON INVESTIGATOR	FE07	5.0	6.0	1.0
ASSISTANT EMS PHYSICIAN DIRECTOR	33	4.0	5.0	1.0
ASSISTANT FIRE CHIEF	FD09	9.0	6.0	(3.0)
ASSISTANT FIRE MARSHAL	FE08	1.0	2.0	1.0
ASSISTANT SUPERINTENDENT	20	1.0	1.0	0.0
ASSOCIATE EMS PHYSICIAN DIRECTOR	35	1.0	1.0	0.0
CAPTAIN	FD05	425.0	421.0	(4.0)
CHIEF COMMUNICATIONS OFFICER	FF07	8.0	6.0	(2.0)
CHIEF INSPECTOR FIRE	FE07	7.0	6.0	(1.0)
COMMUNICATIONS CAPTAIN	FF05	60.0	56.0	(4.0)
COMMUNICATIONS SENIOR CAPTAIN	FF06	16.0	16.0	0.0
CUSTOMER SERVICE REP. I	13	1.0	1.0	0.0
CUSTOMER SERVICE REP. II	15	11.0	11.0	0.0
CUSTOMER SERVICE REP. III	16	1.0	1.0	0.0
CUSTOMER SERVICE SECTION CHIEF	22	1.0	1.0	0.0
CUSTOMER SERVICE SUPERVISOR	18	1.0	1.0	0.0
DEPUTY CHIEF	FD08	8.0	9.0	1.0
DEPUTY CHIEF-COMM. OFFICER	FF08	0.0	1.0	1.0
DISTRICT CHIEF	FD07	100.0	104.0	4.0
DIVISION MANAGER	29	2.0	2.0	0.0
EMS EDUCATOR COORDINATOR	24	2.0	2.0	0.0
EMS PHYSICIAN DIRECTOR,MD (EXEC)	37	1.0	1.0	0.0
ENGINEER/OPERATOR	FD04	963.0	1,078.0	115.0
EXECUTIVE ASSISTANT FIRE CHIEF	FD10	2.0	3.0	1.0
EXECUTIVE OFFICE ASSISTANT	15	2.0	2.0	0.0
FIRE CHIEF	37	1.0	1.0	0.0
FIRE FIGHTER	FD03	1,639.0	1,591.0	(48.0)
FIRE FIGHTER TRAINEE	10	177.8	132.0	(45.8)
FIRE FIGHTER,PROBATIONARY	FD02	317.8	375.5	57.7
FORENSIC PHOTOGRAPHER	14	1.0	1.0	0.0
HUMAN RESOURCES MANAGER	27	2.0	1.0	(1.0)
HUMAN RESOURCES SPECIALIST	17	1.0	1.0	0.0
INSPECTOR FIRE	FE05	97.1	98.0	0.9
INVENTORY MANAGEMENT CLERK	9	2.0	2.0	0.0
INVENTORY MANAGEMENT SUPERVISOR	17	1.0	2.0	1.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

Fund Name : General Fund  
 Business Area : Fire Department  
 Fund No./Bus. Area No. : 1000 / 1200

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
INVESTIGATOR-FIRE	FE05	51.0	52.0	1.0
IT PROJECT MANAGER	28	1.0	1.0	0.0
MAINTENANCE MECHANIC II	12	1.0	1.0	0.0
MAINTENANCE MECHANIC III	14	4.0	5.0	1.0
MANAGEMENT ANALYST IV	25	4.0	2.0	(2.0)
MASTER MECHANIC	FG07	1.0	1.0	0.0
OFFICE ASSISTANT	9	3.0	3.0	0.0
OFFICE SUPERVISOR	17	2.0	2.0	0.0
PROGRAMMER ANALYST IV	25	2.0	2.0	0.0
PUBLIC INFORMATION OFFICER (EXEC)	26	1.0	1.0	0.0
RECEPTIONIST	7	3.0	2.0	(1.0)
REGULATORY COMPLIANCE COORDINATOR	17	1.0	1.0	0.0
REGULATORY SUPERVISOR	20	1.0	1.0	0.0
SENIOR CAPTAIN	FD06	182.1	182.0	(0.1)
SENIOR CONTRACT COMPLIANCE OFFICER	18	1.0	1.0	0.0
SENIOR FIXED ASSET SPECIALIST	17	1.0	1.0	0.0
SENIOR GRAPHIC DESIGNER	21	1.0	1.0	0.0
SENIOR INSPECTOR	FE06	15.0	16.0	1.0
SENIOR INVENTORY MANAGEMENT CLERK	12	13.0	12.0	(1.0)
SENIOR INVESTIGATOR	FE06	9.0	9.0	0.0
SENIOR MICROCOMPUTER ANALYST	23	1.0	1.0	0.0
SENIOR OFFICE ASSISTANT	12	2.0	2.0	0.0
SENIOR TELECOMMUNICATIONS SPECIALIST	21	1.0	1.0	0.0
SHOP SUPERVISOR	FG06	1.0	1.0	0.0
STAFF ANALYST	26	1.0	2.0	1.0
STAFF PSYCHOLOGIST	27	1.8	2.0	0.2
SYSTEMS CONSULTANT	26	1.0	1.0	0.0
TELECOMMUNICATIONS SPECIALIST	18	1.0	1.0	0.0
<b>Total FTEs</b>		<b>4,211.6</b>	<b>4,287.5</b>	<b>75.9</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.2</b>	<b>0.8</b>	<b>0.6</b>
<b>Less Adjustment for Classified Vacancy Factor</b>		<b>41.8</b>	<b>43.6</b>	<b>1.8</b>
<b>Full-Time Equivalents</b>		<b>4,169.6</b>	<b>4,243.1</b>	<b>73.5</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Fire Department  
 Fund No./Bus. Area No. : 1000 / 1200

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>1200020004</b>	<b>HFD-Permits and Revenues</b>			
421180	Special Fire Permits	6,800,000	6,800,000	7,000,000
421210	Fire Alarm Permits	500,000	520,000	550,000
421280	Other Licenses & Permits	36,000	36,000	36,000
421630	Administrative Fee - Licenses & Permits	265,000	280,000	300,000
426330	Miscellaneous Copies Fees	420	0	0
428050	False Alarm Penalties	550,000	615,000	615,000
<b>1200030001</b>	<b>HFD-Fire Suppression</b>			
426350	Fire Fighting Services	638,015	720,000	740,000
<b>1200030003</b>	<b>HFD-EMS Administration</b>			
426030	Ambulance Fees	37,699,704	41,400,000	37,174,830
<b>1200040001</b>	<b>HFD-Life Safety Bureau</b>			
421490	Plan Review Fees	1,600,000	2,200,000	2,200,000
452020	Recoveries & Refunds	2,200,000	3,100,000	3,150,000
<b>1200040002</b>	<b>HFD-Fire Investigation</b>			
426340	Public Safety Reports Fees	4,505	5,500	4,505
<b>1200050005</b>	<b>HFD-Dispatch &amp; Records Operations</b>			
426340	Public Safety Reports Fees	65,985	44,000	47,000
<b>1200060002</b>	<b>HFD-Hazardous Materials Team</b>			
426010	Hazardous Materials Response	56,100	175,000	108,000
426020	Hazardous Materials Permit	35,500	29,000	29,000
<b>1200060003</b>	<b>HFD-Airport Operations (AARF)</b>			
424050	Interfund Fire Protection Services	18,082,666	18,082,666	18,814,049
<b>1200070001</b>	<b>HFD-Operational Services</b>			
445050	Cell Tower Revenue	50,000	59,000	61,522
<b>1200070002</b>	<b>HFD - Central Services Operations</b>			
421630	Administrative Fee - Licenses & Permits	650,000	720,000	750,000
434330	Subrogations	0	0	100,000
452030	Miscellaneous Revenue	100,000	225,000	25,000
<b>Total</b>	<b>Fire Department</b>	<b>69,333,895</b>	<b>75,011,166</b>	<b>71,704,906</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Fire Department  
 Fund No./Bus. Area No. : 1000 / 1200

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	5,996,678	5,818,430	5,675,165	5,885,118
500020	Salary Base Pay - Classified	226,756,827	235,015,575	234,765,576	241,617,521
500030	Salary Part Time - Civilian	286,921	296,474	225,000	226,106
500040	Salary Assignment Pay - Classified	5,553,347	5,512,569	5,860,485	5,926,938
500050	Sal-Edu/Incen-Classfd	5,008,650	5,014,365	5,042,981	5,043,562
500060	Overtime - Civilian	29,394	31,000	36,502	28,300
500070	Overtime - Classified	25,345,437	25,214,806	25,214,806	22,475,713
500110	Bilingual Pay - Civilian	10,862	10,525	11,713	11,748
500120	Bilingual Pay - Classified	1,017,825	1,021,685	1,060,482	1,056,727
500190	Temporary Higher Class Pay	1,530,482	1,564,484	1,300,000	1,300,000
501020	Clothing Allowance - Classified	72,000	70,000	71,500	71,000
501040	Earned Leave - Classified	1,498,261	1,500,000	1,406,232	1,500,000
501070	Pension - Civilian	1,403,344	1,478,222	1,442,193	1,613,381
501080	Pension - Fire	63,757,651	91,232,217	92,436,055	92,624,950
501120	Termination Pay - Civilian	23,770	40,000	150,000	46,000
501130	Termination Pay - Classified	7,624,453	11,654,903	10,840,178	11,654,903
501150	Trainees for Classified Service - Cadets	3,631,486	4,933,248	4,425,000	3,552,020
502010	FICA - Civilian	704,481	830,872	780,000	720,694
502020	FICA - Classified	3,020,922	3,339,832	3,314,088	3,333,838
503010	Health Ins-Act Civilian	1,551,418	1,588,337	1,588,337	1,551,932
503015	Basic Life Insurance - Active Civilian	5,263	4,894	5,400	4,297
503020	Health Ins.Act-Classified	42,089,783	42,207,079	42,207,079	41,304,804
503025	Basic Life Insurance - Active Classified	132,150	133,399	133,399	136,870
503040	Health/Life Ins.Ret-Classified	9,549,890	10,439,960	10,439,960	9,577,565
503060	Long Term Disability-Civilian	20,091	25,531	25,531	20,865
503061	Long Term Disability-Classified	277,624	330,882	330,882	342,191
503080	Workers Compensation-Classified-Admin	778,700	1,027,868	1,074,192	1,159,454
503090	Workers Compensation-Civilian-Admin	51,249	80,966	75,966	72,411
503100	Workers Compensation-Civilian-Claim	94,733	141,000	152,174	108,503
503110	Workers Compensation-Classified-Claim	6,084,228	4,798,000	4,600,000	4,411,763
504020	Compensation Contingency	0	3,643,926	3,658,011	0
504030	Unemployment Claims - Administration	70	6,000	6,000	6,000
504060	Health Benefits-Fire	648,930	670,000	630,000	650,000
<b>Total</b>	<b>Personnel Services</b>	<b>414,556,920</b>	<b>459,677,049</b>	<b>458,984,887</b>	<b>458,035,174</b>
511010	Chemical Gases & Special Fluids	150,641	132,646	154,984	160,547
511015	Cleaning & Sanitary Supplies	331,101	286,206	297,793	303,565
511020	Construction Materials	32,676	48,635	41,049	41,469
511025	Electrical Hardware & Parts	141,930	90,298	140,510	126,456
511030	Mechanical Hardware & Parts	2,550	37,689	34,185	3,252
511035	Meters Hydrants & Plumbing Supplies	0	8,389	8,389	8,389
511040	Audiovisual Supplies	25	4,285	4,446	6,535
511045	Computer Supplies	100,008	217,764	139,714	174,970
511050	Paper & Printing Supplies	33,848	43,112	29,116	34,661
511055	Publications & Printed Materials	8,932	15,828	15,828	35,579
511060	Postage	39,411	35,193	35,168	34,737
511070	Miscellaneous Office Supplies	195,517	116,533	133,980	121,785
511080	General Laboratory Supplies	13,204	8,031	8,031	6,006
511085	Drugs & Medical Chemicals	417,997	438,760	398,760	395,344

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Fire Department  
 Fund No./Bus. Area No. : 1000 / 1200

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511090	Medical & Surgical Supplies	1,373,543	1,277,944	1,390,452	1,174,028
511095	Small Technical & Scientific Equipment	0	199,530	304,446	166,908
511100	Veterinary & Animal Supplies	1,264	0	0	0
511110	Fuel	5,088,779	4,794,289	4,794,289	4,863,150
511115	Vehicle Repair & Maintenance Supplies	24,495	21,533	46,857	29,676
511120	Clothing	1,233,661	1,097,099	1,215,424	1,475,018
511125	Food Supplies	32,650	21,210	23,020	15,020
511130	Weapons Munitions & Supplies	0	2,150	2,150	0
511145	Small Tools & Minor Equipment	226,638	251,278	269,302	232,720
511150	Miscellaneous Parts & Supplies	182,897	38,189	94,291	39,712
511160	Protective Gear	665,300	560,132	650,000	659,364
511164	Breathing Apparatus Repair Supplies	390,507	452,198	475,000	459,395
511165	Fire Fighting Equipment	278,497	348,200	267,200	289,639
<b>Total</b>	<b>Supplies</b>	<b>10,966,071</b>	<b>10,547,121</b>	<b>10,974,384</b>	<b>10,857,925</b>
520100	Temporary Personnel Services	11,104	0	0	264,384
520102	Security Services	25,305	9,148	8,600	9,000
520105	Accounting & Auditing Services	17,932	0	0	0
520107	Computer Info/Contr	0	4,370	4,370	0
520108	Information Resource Services	466,677	0	0	0
520109	Medical Dental & Laboratory Services	77,834	111,510	128,503	125,640
520110	Management Consulting Services	45,229	400,000	400,000	0
520114	Miscellaneous Support Services	15,667	579,100	579,100	286,523
520116	Parking Services Contract	0	0	0	3,192
520118	Refuse Disposal	12,388	9,104	9,104	9,104
520119	Computer Eq/SW Mnt	216,770	305,205	305,205	297,055
520120	Communications Equipment Services	252,136	330,520	330,520	334,900
520121	IT Application Svcs	1,265,395	2,176,106	2,176,106	2,238,683
520123	Vehicle & Motor Equipment Services	65,101	93,000	93,000	89,000
520124	Other Equipment Services	770	32,717	27,000	25,100
520132	Contracts/Sponsorships	56,770	55,000	55,000	57,000
520133	Private Investigative Services	3,382	14,700	14,700	11,760
520136	Billing & Collection Services	0	2,949,736	2,949,736	3,449,736
520142	Classified C.S. Arbitration Cost	20,640	25,000	25,000	25,000
520152	Telemetry Services	2,081,645	2,100,000	2,100,000	2,100,000
520153	Protective Gear Cleaning Services	826,272	790,596	820,600	812,800
520510	Mail/Delivery Services	0	1,520	1,520	420
520515	Print Shop Services	7,254	23,350	20,000	15,370
520520	Printing & Reproduction Services	9,124	8,850	8,850	8,950
520705	Insurance Fees	243,339	303,007	303,007	277,738
520710	State/Federal Inspection Fees	7,105	935	935	24,075
520725	Assessments - Other Governments	367,617	413,855	413,855	419,555
520739	Ambulance Refund	1,442	368,717	368,717	368,717
520745	Third Party Collection Fees	0	165,600	165,600	165,600
520765	Membership & Professional Fees	34,431	21,352	21,296	25,197
520805	Education & Training	63,747	138,380	147,030	1,135,007
520806	Paramedic/EMT Continuing Edu	34,200	59,000	59,000	1,089,195
520807	Initial/Recert EMS Training	582,534	595,438	595,438	777,120
520905	Travel - Training Related	17,324	37,050	36,885	53,137

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Fire Department  
 Fund No./Bus. Area No. : 1000 / 1200

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520910	Travel - Non-Training Related	4,866	7,200	7,200	6,972
521405	Building Maintenance Services	277,551	327,350	327,350	328,000
521415	Land and Grounds Maintenance	4,169	1,190	1,268	1,000
521605	Data Services	965,867	1,154,778	1,154,778	2,118,803
521610	Voice Services	3,138,945	3,853,576	3,853,576	3,361,885
521620	Voice Equipment	6,360	23,994	23,994	7,213
521625	Voice Labor	1,214	30,419	30,419	46,887
521630	GIS Revolving Fund Services	157,005	222,984	222,984	230,064
521635	Voice Services -Wireless	192,050	138,079	138,079	209,727
521705	Vehicle/Equipment Rental/Lease	13,002	1,250	3,000	32,100
521715	Office Equipment Rental	90,919	100,000	100,000	100,000
521725	Other Rental	0	5,200	400	1,000
522430	Misc Othr Svcs & Chrg	103,299	131,121	175,212	78,188
522431	EMS Equipment Maint	103,787	191,400	191,400	118,000
522432	Life Safety Equipment Maintenance	552,453	535,701	535,701	494,910
522721	Interfund HR Client Services	3,369,560	2,446,350	2,446,350	4,422,555
522722	KRONOS Service Chargeback	169,876	186,635	186,635	227,283
522723	Drainage Fee Service Chargeback	98,954	99,000	99,000	99,000
522795	Other Interfund Services	0	1,720,936	1,720,936	1,763,372
522840	Houston Permitting Center Rent Chargeback	333,008	415,933	415,933	418,379
522845	Interfund Vehicle Services	10,037,748	11,421,745	11,421,745	12,132,508
<b>Total</b>	<b>Other Services and Charges</b>	<b>26,449,767</b>	<b>35,137,707</b>	<b>35,224,637</b>	<b>40,696,804</b>
560220	Vehicles	337,887	0	0	0
560230	Computer HW and Developed SW	3,053	0	0	0
560810	Cap Exp-Controlled Equipment	2,550	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>343,490</b>	<b>0</b>	<b>0</b>	<b>0</b>
551030	Non-Capital Machinery & Equipment	0	3,200	3,169	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>0</b>	<b>3,200</b>	<b>3,169</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>452,316,248</b>	<b>505,365,077</b>	<b>505,187,077</b>	<b>509,589,903</b>



## **HOUSTON EMERGENCY CENTER**

### **Department Description and Mission**

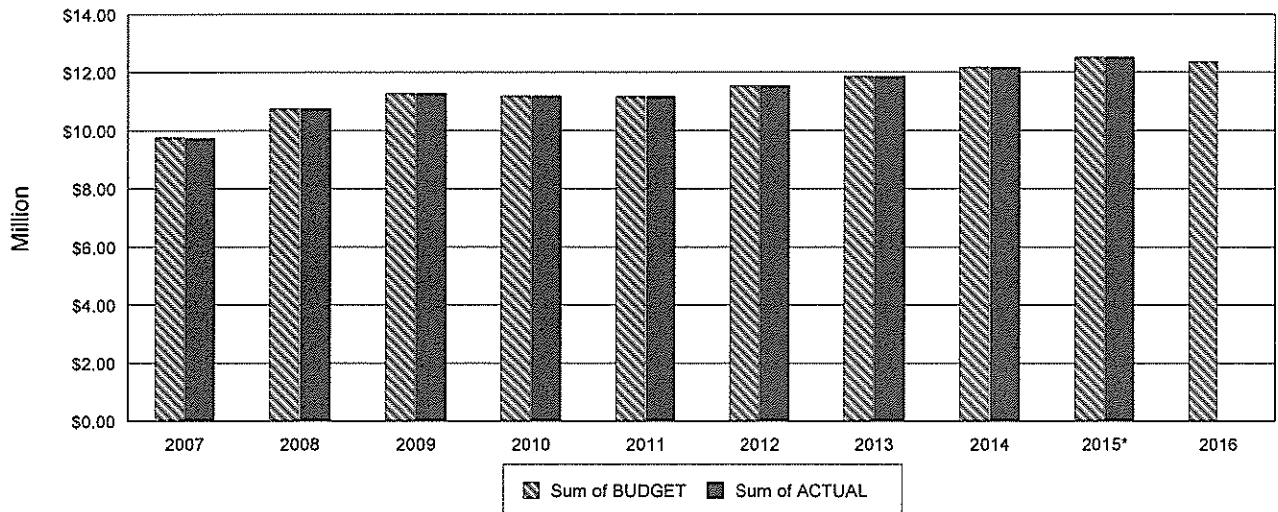
The mission of the Houston Emergency Center (HEC) is to provide the citizens of Houston with the most efficient, accurate and professional service when processing their life-threatening calls. HEC in coordination with the Office of Emergency Management (OEM), protects life and property by operating the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

# FISCAL YEAR 2016 BUDGET

## Business Area Budget Summary

Fund Name : General Fund					
Business Area : Houston Emergency Center					
Fund No. /Bus. Area No. : 1500 / 1000					
		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Debt Service & Other Uses	12,171,236	12,517,759	12,517,759	12,363,637
	Total Expenditure	12,171,236	12,517,759	12,517,759	12,363,637
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
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Provides funding to support the General Fund portion of Houston Emergency Center Special Fund (Fund 2205).</li> </ul>				

Houston Emergency Center  
Current Budget vs Actual Expenditures



\*Est

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name** : General Fund  
**Business Area** : Houston Emergency Center  
**Fund No./Bus. Area No.** : 1000 / 1500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
532025	Transfers to Special Revenues	12,171,236	12,517,759	12,517,759	12,363,637
Total	Debt Service and Other Uses	12,171,236	12,517,759	12,517,759	12,363,637
Grand Total Expenditures		12,171,236	12,517,759	12,517,759	12,363,637





## MUNICIPAL COURTS DEPARTMENT

### Department Description and Mission

The mission of the Municipal Courts Department (MCD) is to provide an accessible legal forum for individuals to have their court matters heard in a fair and efficient manner while holding to a high standard of integrity, professionalism and customer service. The Department represents the City of Houston's third branch of government and provides a legal venue for individuals charged with jurisdictional violations of State law and/or City Ordinance. The Houston Municipal Courts is the largest municipal court in Texas with the greatest number of cases filed annually.

There are four Divisions within the MCD: Administrative Services, Court Operations, Public Services, and Judicial Operations that work together to provide court services to the public. MCD provides magistrate services, executes blood search warrants for law enforcement, and oversees various specialized dockets including: Juvenile, Truancy, Teen Court, Property Disposition, High-volume Impact, and Homeless Outreach. Additionally, the Department oversees budgetary and operational functions of three Special Revenue Funds: Building Court Security Fund (2206), Court Technology Fund (2207), and Juvenile Case Manager Fund (2211).

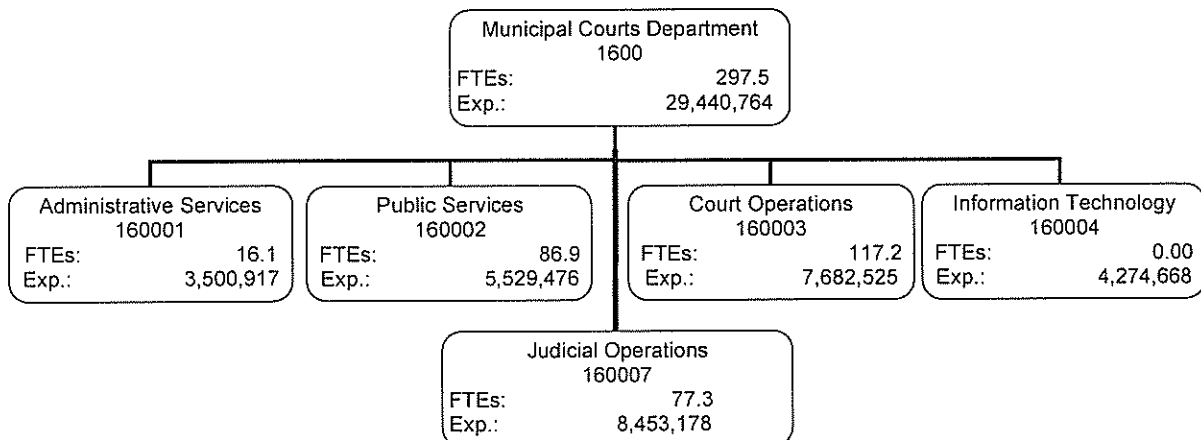
MCD is comprised of twenty-two full-time Judges, including the Presiding Judge, Associate Presiding Judge, and Administrative Judge, forty-six Associate Judges (part-time), and four full-time/seven part-time Adjudication Hearing Officers. MCD is administratively supported by two Deputy Directors, one serving as the Clerk of Court overseeing court operations, public services and in-house/vendor collections, and the other overseeing budget/finance, public information, building security, and other administrative areas.

Court operations include fifteen day courts and eight night courts. Full service courts are located at the Central Herbert W. Gee Courthouse, Southeast Command (Court 13/Court 14), Westside Command (Court 18), and North Command (Court 20). These courts handle arraignments, jury and bench trials, and function as Annex courts for off-docket (walk-in) matters. Jail arraignments and trials are held seven days per week at two court locations (Central/Southeast). There are nine jury courts operating Monday-Friday at the central location. Also, the Westside Command Court holds jury trials two days per week, and the North Command Court holds jury trials one day per week. Newly implemented revenue-generating initiatives include performing weddings and offering alcohol and tobacco awareness classes.

Finally, MCD oversees annex court operations at satellite locations at Kingwood and Clear Lake each operating one day per week. The annex courts located at the Southeast, Westside and North Command locations operate Monday-Friday, and the Central location operates Monday-Saturday.

In partnership with the Administrative and Regulatory Affairs Department, MCD oversees parking citation hearings and other ordinance violation hearings. Parking citation hearings are held Monday-Saturday at the central location. MCD also partners with the Department of Neighborhoods to oversee the Civil Adjudication hearing process for ordinance violations related to dangerous buildings and building code violations.

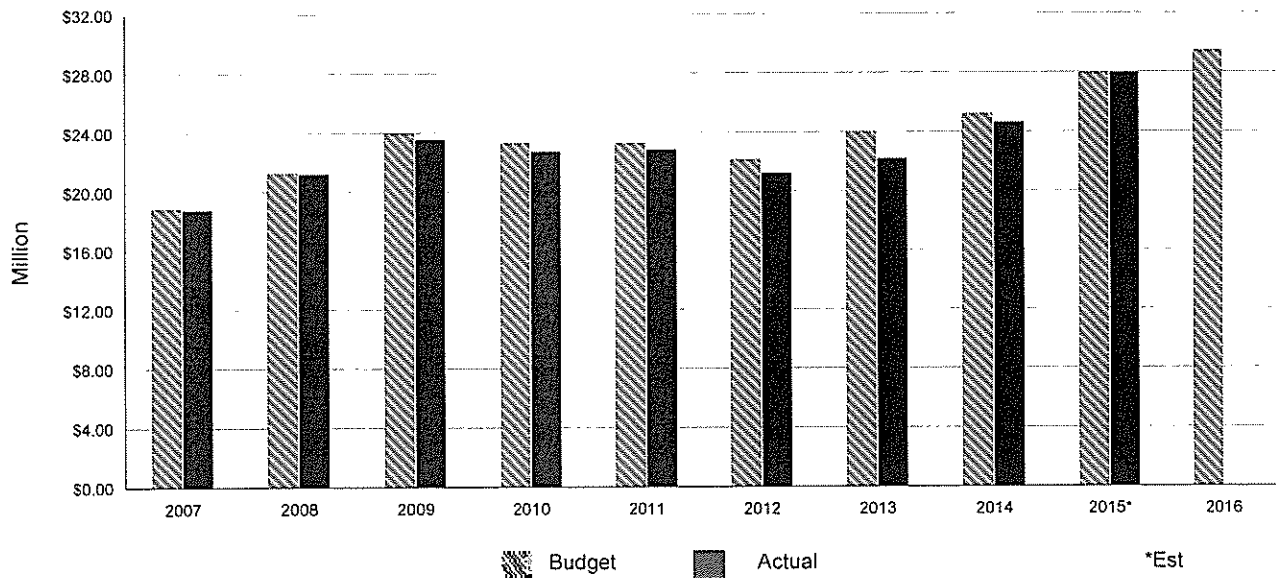
### Department Organization



**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>Municipal Courts Department</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 1600</b>			
		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	20,706,818	22,359,964	22,437,690	22,720,895
	Supplies	228,343	246,593	221,031	244,748
	Other Services and Charges	3,523,421	5,166,074	5,117,787	6,318,256
	Non-Capital Equipment	27,529	26,400	22,523	26,400
	Total M & O Expenditures	24,486,111	27,799,031	27,799,031	29,310,299
	Debt Service & Other Uses	130,465	130,465	130,465	130,465
	Total Expenditure	24,616,576	27,929,496	27,929,496	29,440,764
Revenues		31,158,178	31,814,301	27,694,470	29,264,745
Staffing	Full-Time Equivalents - Civilian	294.8	300.6	298.8	297.5
	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	294.8	300.6	298.8	297.5
	Full-Time Equivalents - Overtime	0.1	0.1	1.2	0.2
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Funding to maintain and support the operations of the Court System Management and Resource Technology (CSMART) are included in the FY2016 Budget.				
	o Continuation of fee-based weddings and alcohol/tobacco classes.				
	o Continuation of newly implemented fee-based initiatives including Notary service and Driving Record printing services.				
	o Continuation of the Clerk Certification/Career Track Program.				

**Municipal Courts Department  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

Business Area Performance Measures					
Fund Name : General Fund Business Area : Municipal Courts Department Fund No. /Bus. Area No. : 1000 / 1600					
Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Average Defendant Wait Time: Trial by Judge (minutes)	F,P,Q	26	<30	26	<30
Average Defendant Wait Time: Trial by Jury (hours)	F,P,Q	2.03	<2.30	1.45	<2.00
Average Warrant Verification Time (minutes)	F,P	3	<8	3	<8
Customer Satisfaction Rating	F,P,Q	87%	>75%	89%	>80%
Deferred Payment Program Compliance	F,P	61%	60%	57%	60%
Deferred Payment Program Revenue	F,P	N/A	\$600,000	\$670,619	\$600,000
In-House Collection Revenue	F,P	\$1.7M	\$1.6M	\$1.3M	\$1.3M
Overall Cases Disposed to Cases Filed Ratio	F,I,J,P,Q	125%	>100%	102.6%	>100%
Overall Juror Yield	F,P,Q	26%	>25%	28%	>25%
Quality Control Review of Cases	F,P	63%	50%	64%	50%
Quality Control Review of Transactions	F,P	498,110	400,000	347,388	300,000
Expenditures Budget vs Actual Utilization	F	98%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	91%	100%	87%	100%
<div> <div>Mayor's Five Priorities:</div> <div> Jobs and Sustainable Development (J)  Fiscal Responsibility (F) </div> <div> Public Safety (P)  Quality of Life (Q) </div> <div> Infrastructure (I) </div> </div>					

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Municipal Courts Department</b> <b>Fund No. /Bus Area No. : 1000 / 1600</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Administrative Services 160001</b> Oversight of facilities, security, financial, contracts and administrative support. Public Information Office services to public including press releases, clearance letters, council liaison, dissemination of information via press releases, social media/website, and coordination of legislative efforts. Staff development/training and wellness initiatives. Indirect oversight of HR assigned staff.	19.2	3,197,115	18.2	3,587,226	16.1	3,500,917
<b>Public Services 160002</b> Oversight of the collection of fines and fees and the processing of court actions. Preparation of court noticing. Oversight of Deferred Payment Compliance Program and the One Call Solution Center, which includes the pre-collection of delinquent citations, defendant direct and automated calls and reminder notifications. Quality control review of monetary transactions.	87.6	4,913,628	88.3	5,401,929	86.9	5,529,476
<b>Court Operations 160003</b> Oversight of courtroom support including dockets, processing of judicial orders and coordinating alternative sentencing. Warrant verification service to law enforcement, support for the jail booking process and processes bond forfeitures, appeals, bankruptcies and expunctions. Retention of court records. Preparation of complaints/subpoenas and data entry of paper citations. Quality review of cases.	115.2	6,992,221	117.0	7,606,240	117.2	7,682,525
<b>IT 160004</b> Funding for interdepartmentally billed IT-related chargebacks and equipment maintenance agreements and system maintenance costs for CSMART and Courtview.	0.0	1,940,098	0.0	3,228,357	0.0	4,274,668
<b>Judicial Operations 160007</b> Oversight of regular dockets (arraignment/trials), jail arraignments/trials, parking adjudication and specialized dockets which include: Impact, Homeless, Juvenile and ordinance violations. Manages the jury summoning process and jury fee payments. Provides magistrate services for law enforcement, mandated court services (language, court appointed counsel, court reporters), fee-based wedding services, and alcohol/tobacco classes.	72.8	7,573,514	75.3	8,105,744	77.3	8,453,178
<b>Total</b>	<b>294.8</b>	<b>24,616,576</b>	<b>298.8</b>	<b>27,929,496</b>	<b>297.5</b>	<b>29,440,764</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

Fund Name : General Fund  
 Business Area : Municipal Courts Department  
 Fund No./Bus. Area No. : 1000 / 1600

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADJUDICATION HEARING OFFICER	27	5.5	5.5	0.0
ADMINISTRATION MANAGER	26	6.0	6.0	0.0
ADMINISTRATIVE AIDE	10	0.5	0.5	0.0
ADMINISTRATIVE ASSISTANT	17	8.0	8.0	0.0
ADMINISTRATIVE COORDINATOR	24	1.0	1.0	0.0
ADMINISTRATIVE JUDGE OF MUNICIPAL COURTS	31	1.0	1.0	0.0
ADMINISTRATIVE SPECIALIST	20	3.0	3.0	0.0
ADMINISTRATIVE SUPERVISOR	22	15.0	16.0	1.0
ADMINISTRATIVE SUPERVISOR (EXEC)	22	1.0	0.0	(1.0)
ASSISTANT DIRECTOR (EXEC)	32	4.0	4.0	0.0
ASSOC. PRESIDING JUDGE OF MUNICIPAL COURTS	31	1.0	1.0	0.0
ASSOCIATE JUDGE OF MUNICIPAL COURTS	31	7.1	7.6	0.5
COURT INTERPRETER	17	5.5	4.0	(1.5)
COURT REPORTER	19	5.8	5.8	0.0
CUSTOMER SERVICE REP. I	13	126.1	124.1	(2.0)
CUSTOMER SERVICE REP. II	15	45.0	44.0	(1.0)
CUSTOMER SERVICE REP. III	16	17.0	18.0	1.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	0.5	0.0	(0.5)
DEPUTY DIRECTOR (EXEC)	34	2.0	2.0	0.0
DIVISION MANAGER	29	3.0	3.0	0.0
DIVISION MANAGER (EXEC)	29	1.0	1.0	0.0
FINANCIAL ANALYST III	21	1.0	1.0	0.0
FINANCIAL ANALYST IV	25	2.0	2.0	0.0
INVENTORY MANAGEMENT CLERK	9	1.0	1.0	0.0
JUDGE OF MUNICIPAL COURTS	31	19.0	19.0	0.0
MUNICIPAL COURTS ADMINISTRATOR	17	1.0	1.0	0.0
MUNICIPAL COURTS SECURITY OFFICER	12	19.5	20.0	0.5
MUNICIPAL COURTS SUPERVISOR	18	2.0	2.0	0.0
PRESIDING JUDGE OF MUNICIPAL COURTS	35	1.0	1.0	0.0
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	0.0
SENIOR INVENTORY MANAGEMENT CLERK	12	1.0	1.0	0.0
SENIOR STAFF ANALYST (EXEC)	28	1.0	1.0	0.0
SENIOR SUPERINTENDENT	27	1.0	1.0	0.0
STAFF ANALYST	26	3.0	4.0	1.0
STAFF ANALYST (EXEC)	26	1.0	0.0	(1.0)
<b>Total FTEs</b>		<b>313.5</b>	<b>310.5</b>	<b>(3.0)</b>
 <b>Less Adjustment for Civilian Vacancy Factor</b>		 <b>12.9</b>	 <b>13.0</b>	 <b>0.1</b>
<b>Full-Time Equivalents</b>		<b>300.6</b>	<b>297.5</b>	<b>(3.1)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Municipal Courts Department  
 Fund No./Bus. Area No. : 1000 / 1600

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>1600010001</b>	<b>MCD - Administrative Services</b>			
426330	Miscellaneous Copies Fees	65,000	115,000	115,000
427010	Moving Violations	17,200,000	14,600,000	15,810,000
427030	MCTP Monthly Time Payment	432,000	350,000	350,000
427040	Non-Traffic Fines	2,338,450	1,550,000	1,900,000
427050	Failure to Appear Fines	2,050,000	2,050,000	2,050,000
427060	Scire Facias Forfeitures	644,199	575,000	575,000
427070	Bond Handling Fees	769	769	769
427100	Local Court Costs	564,859	500,000	500,000
427110	Driver Safety Administration Fees	1,481,729	1,375,000	1,375,000
427120	Cash Bond Forfeiture Fees	3,250	3,250	3,250
427130	Local Arrest Fees	1,377,422	1,150,000	1,150,000
427140	State Arrest Fees	2	2	2
427160	Warrant Fees	127,864	90,000	90,000
427170	HPD Overtime Fee	19	19	19
427180	Capias Pro Fine	3,032	3,032	3,032
427200	Unclaimed Fines & Forfeitures	786	786	786
427210	Court Costs/Jury Costs	706	706	706
427220	Suspended Sentence Fees	3,972,528	3,850,000	3,850,000
427250	Registration Denial Fee	274,290	274,290	274,290
427260	Dismissal Fees	680,780	610,000	610,000
427280	In-House Collection Fee	155,321	155,321	155,321
428080	Returned Check Charges	6,570	6,570	6,570
452030	Miscellaneous Revenue	434,725	434,725	445,000
<b>Total</b>	<b>Municipal Courts Department</b>	<b>31,814,301</b>	<b>27,694,470</b>	<b>29,264,745</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Municipal Courts Department  
 Fund No./Bus. Area No. : 1000 / 1600

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	13,021,549	13,967,279	14,043,649	14,021,233
500030	Salary Part Time - Civilian	829,245	982,479	907,467	963,144
500060	Overtime - Civilian	3,012	7,500	64,300	10,000
500090	Premium Pay - Civilian	103,818	116,044	121,953	152,644
500110	Bilingual Pay - Civilian	78,303	86,994	78,394	81,013
500250	HOPE Union Business Usage	186	0	0	1,000
501070	Pension - Civilian	3,049,174	3,542,103	3,562,103	3,836,199
501120	Termination Pay - Civilian	131,452	114,875	94,038	114,875
502010	FICA - Civilian	1,040,239	1,153,049	1,158,060	1,158,171
503010	Health Ins-Act Civilian	2,155,652	2,206,834	2,206,834	2,188,864
503015	Basic Life Insurance - Active Civilian	7,846	8,061	8,466	8,121
503060	Long Term Disability-Civilian	22,949	24,111	23,602	23,976
503090	Workers Compensation-Civilian-Admin	71,152	79,040	91,133	88,001
503100	Workers Compensation-Civilian-Claim	188,427	55,866	70,452	57,925
504030	Unemployment Claims - Administration	3,814	15,729	7,239	15,729
<b>Total</b>	<b>Personnel Services</b>	<b>20,706,818</b>	<b>22,359,964</b>	<b>22,437,690</b>	<b>22,720,895</b>
511020	Construction Materials	1,165	0	0	0
511045	Computer Supplies	32,811	0	0	0
511050	Paper & Printing Supplies	43,759	85,533	73,586	85,533
511055	Publications & Printed Materials	4,908	4,650	4,650	4,650
511060	Postage	81,987	91,065	84,207	88,207
511070	Miscellaneous Office Supplies	26,397	36,750	33,168	36,750
511110	Fuel	4,577	6,095	3,420	3,608
511115	Vehicle Repair & Maintenance Supplies	74	500	0	500
511120	Clothing	16,101	22,000	22,000	25,500
511125	Food Supplies	307	0	0	0
511130	Weapons Munitions & Supplies	758	0	0	0
511150	Miscellaneous Parts & Supplies	15,499	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>228,343</b>	<b>246,593</b>	<b>221,031</b>	<b>244,748</b>
520102	Security Services	0	68,797	68,797	68,797
520107	Computer Info/Contr	350,000	350,000	350,000	350,000
520108	Information Resource Services	50,000	17,034	17,034	111,750
520109	Medical Dental & Laboratory Services	1,771	1,300	1,300	1,300
520110	Management Consulting Services	105,675	0	0	0
520114	Miscellaneous Support Services	67,242	92,500	101,000	126,000
520119	Computer Eq/SW Mnt	9,000	11,008	11,008	11,008
520121	IT Application Svcs	1,136,875	699,460	699,460	1,377,012
520123	Vehicle & Motor Equipment Services	241	0	0	0
520124	Other Equipment Services	8,659	881	881	881
520126	Construction Site Work Services	4,262	7,500	0	7,500
520157	Computer Software Maintenance Services	0	1,666,002	1,666,002	2,000,004
520510	Mail/Delivery Services	268,105	469,177	469,177	502,914
520515	Print Shop Services	5,218	13,160	1,466	13,260
520520	Printing & Reproduction Services	91,369	100,000	94,863	100,000
520605	Advertising Services	155	40	0	40
520705	Insurance Fees	43,843	52,558	52,558	45,096
520765	Membership & Professional Fees	22,204	23,062	16,840	22,350

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Municipal Courts Department  
 Fund No./Bus. Area No. : 1000 / 1600

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520780	Juror Compensation	82,080	107,359	89,000	107,359
520805	Education & Training	33,649	50,500	34,500	49,000
520905	Travel - Training Related	28,970	26,450	17,072	25,950
520910	Travel - Non-Training Related	8,362	11,605	10,477	11,105
521410	Sewer Services	18,221	20,000	20,000	20,000
521505	Electricity	308,960	322,737	322,737	326,429
521510	Natural Gas	7,917	3,811	3,811	6,772
521605	Data Services	161,767	236,922	236,922	209,218
521610	Voice Services	179,759	162,516	162,516	141,780
521620	Voice Equipment	1,758	10,326	10,326	3,104
521625	Voice Labor	8,988	13,091	13,091	20,178
521630	GIS Revolving Fund Services	11,826	16,305	16,305	16,205
521635	Voice Services -Wireless	41,538	53,812	53,812	42,528
521705	Vehicle/Equipment Rental/Lease	2,655	0	0	0
521715	Office Equipment Rental	79,786	83,448	83,448	83,448
521730	Parking Space Rental	48,923	35,119	63,320	74,086
521905	Legal Services	175	5,000	2,000	5,000
521910	Legal Svcs - Crt Report	0	4,200	1,200	2,000
522430	Misc Othr Svcs & Chrg	54,147	26,300	22,770	26,000
522721	Interfund HR Client Services	257,918	385,021	385,021	389,632
522722	KRONOS Service Chargeback	13,757	15,835	15,835	19,284
522845	Interfund Vehicle Services	7,646	3,238	3,238	1,266
<b>Total</b>	<b>Other Services and Charges</b>	<b>3,523,421</b>	<b>5,166,074</b>	<b>5,117,787</b>	<b>6,318,256</b>
551010	Non-Cap Office Furniture & Equipment	27,529	26,400	22,523	26,400
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>27,529</b>	<b>26,400</b>	<b>22,523</b>	<b>26,400</b>
532020	Transfers to Capital Projects	130,465	130,465	130,465	130,465
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>130,465</b>	<b>130,465</b>	<b>130,465</b>	<b>130,465</b>
<b>Grand Total Expenditures</b>		<b>24,616,576</b>	<b>27,929,496</b>	<b>27,929,496</b>	<b>29,440,764</b>



## **POLICE DEPARTMENT**

### **Department Description and Mission**

The mission of the Houston Police Department is to enhance the quality of life in the City of Houston by working cooperatively with the public to prevent crime, enforce the laws, preserve the peace, and provide a safe environment.

The mission is obtained by upholding the following values:

- ☐ Preserve and Advance Democratic Values
- ☐ Improve the Quality of Community Life
- ☐ Improve the Quality of Work Life
- ☐ Demonstrate Professionalism by Embracing the Core Values: Honor, Integrity, and Respect

### **DEPARTMENT SHORT TERM GOALS**

The major goals and short term objectives of the department are based on the current staffing of the department. Depending on the final approved budget, these goals may be modified to match the resources available.

#### **1. ENHANCE COMMUNITY SAFETY AND SECURITY**

##### **1.1 Less crime:**

Attain a Part 1 crime rate at or below the average for the prior five years.

##### **1.2 Rapid response:**

Maintain average response times to:

- a. Priority Code 1 calls in the 4-6 minute range.
- b. Priority Code 2 calls in the 8-12 minute range.

##### **1.3 Rapid response:**

Meet or exceed the percentage of calls in FY2015 handled within range for:

- a. Priority Code 1
- b. Priority Code 2

##### **1.4 Safer roadways:**

Reduce the number of traffic fatalities below the average for the prior five fiscal years.

##### **1.5 Effective investigations:**

Attain clearance rate for Uniform Crime Reporting (UCR) Part 1 crime that meets or exceeds the average for the prior five years.

##### **1.6 Information Sharing:**

Complete Phase II of the Resource Management System (RMS) implementation.

#### **2. MAINTAIN PUBLIC CONFIDENCE AND SATISFACTION**

##### **2.1 Prompt service:**

Maintain weighted response time at or below the FY2015 average.

##### **2.2 Satisfied citizens:**

Demonstrate improvement in citizen satisfaction in surveys of citizens (HPD annual survey, Kinder Houston Area Survey, and other surveys available) by exceeding three year averages.

##### **2.3 Effective outreach:**

- a. Enhance the Department's social media outreach by 10% versus FY2015.
- b. Enhance outreach to special needs populations.

**3. INCREASE ACCOUNTABILITY TO THE COMMUNITY**

**3.1 Justice administration:**

Reduce number of unexcused absences from Municipal Court below FY2015.

**3.2 Process improvement:**

Expand International Organization for Standardization (ISO) 9001 participation to three new work centers.

**3.3 Fiscal stewardship:**

Budget utilization rates demonstrate sound management of funds provided by City Council.

**3.4 Professional standards:**

Continue to reduce the number of Internal Affairs complaints from citizens below the average of the prior five years.

**3.5 Professional standards:**

Procure and deploy 1000 body-worn cameras.

**4. MAINTAIN OR INCREASE PRODUCTIVITY**

**4.1 Sufficient capacity:**

Increase classified staffing versus FY2015 average.

**4.2 Sufficient capacity:**

Deploy a workforce (classified and civilian) capable of responding to 1.1 million calls-for-service in FY2016.

**4.3 Resource economy:**

Maintain a positive disposal-intake ratio in the Property Room for property eligible for disposal.

**4.5 Safe work environment:**

Reduce the number of works days lost due to workplace injuries below FY2015 levels.

**5. INCREASE PROFESSIONALISM**

**5.1 Training updates:**

Deliver more roll call videos than in FY2015.

**5.2 Training - Classified:**

Deliver more training hours to classified employees than in FY2015.

**5.3 Training - Civilian:**

a. Deliver more training hours to civilian employees than in FY2015.

b. Deliver training that reinforces the Department's values of Honor, Integrity and Respect.

c. Deliver rank-relevant training to all supervisors and managers that includes either technical or leadership components.

## DEPARTMENT LONG TERM GOALS

This longer-term plan consists of strategies with a horizon of greater than 12 months. It is more than a plan or to-do list for this year and the subsequent years, but the priorities were not intended to be objectives, with specific targets and timelines. The overall vision is to make the Houston Police Department the most professional law enforcement agency in the country.

### 1. ENHANCE COMMUNITY SAFETY AND SECURITY

Vision: Houston will be the safest major city in the nation.

- 1.1 Improve the transfer and sharing of information and data between criminal justice and law enforcement agencies in the region to reduce crime and expedite the judicial process.
- 1.2 Acquire proper equipment to enhance the department's response and capabilities for natural disaster and homeland security events.
- 1.3 Conduct initiatives to reduce traffic injuries and deaths.
- 1.4 Perform core services.

### 2. MAINTAIN PUBLIC CONFIDENCE AND SATISFACTION

Vision: HPD remains a trusted public sector organization that serves all Houstonians.

- 2.1 Implement strategies and programs to prevent crime, reduce calls for service, de-conflict potential violent situations, and reach people with special needs.
- 2.2 Improve citizen satisfaction rates, as measured by various community surveys.
- 2.3 Leverage new communications media to communicate with members of the public.

### 3. INCREASE ACCOUNTABILITY TO THE COMMUNITY

Vision: All HPD employees are held accountable for their actions.

- 3.1 Implement transparent practices to establish a high sense of legitimacy and promote the public's and government officials' confidence in the department.
- 3.2 Maintain a disciplinary process that increases credibility with internal and external customers.
- 3.3 Over the next several fiscal years, equip all officers in uniformed assignment with body-worn cameras.

### 4. MAINTAIN OR INCREASE PRODUCTIVITY

Vision: HPD is a respected steward of public funds, retaining and wisely investing limited public resources for efficient and effective service

- 4.1 Continue to effectively and efficiently use resources allocated or acquired by the department.
- 4.2 Acquire technology to improve efficiency and serve as a force multiplier as financial resources allow.
- 4.3 Utilize department personnel more effectively by merging the municipal jail with Harris County Sheriff's Office and utilizing diversion programs in the interim.
- 4.4 Continue reengineering processes such as the ISO certification, Project Improvement Efforts, and civilianization to increase efficiencies and to utilize personnel more effectively as funding allows.
- 4.5 Implement processes to expedite the transfer of case information, video and digital data to the Harris County District Attorney's Office.

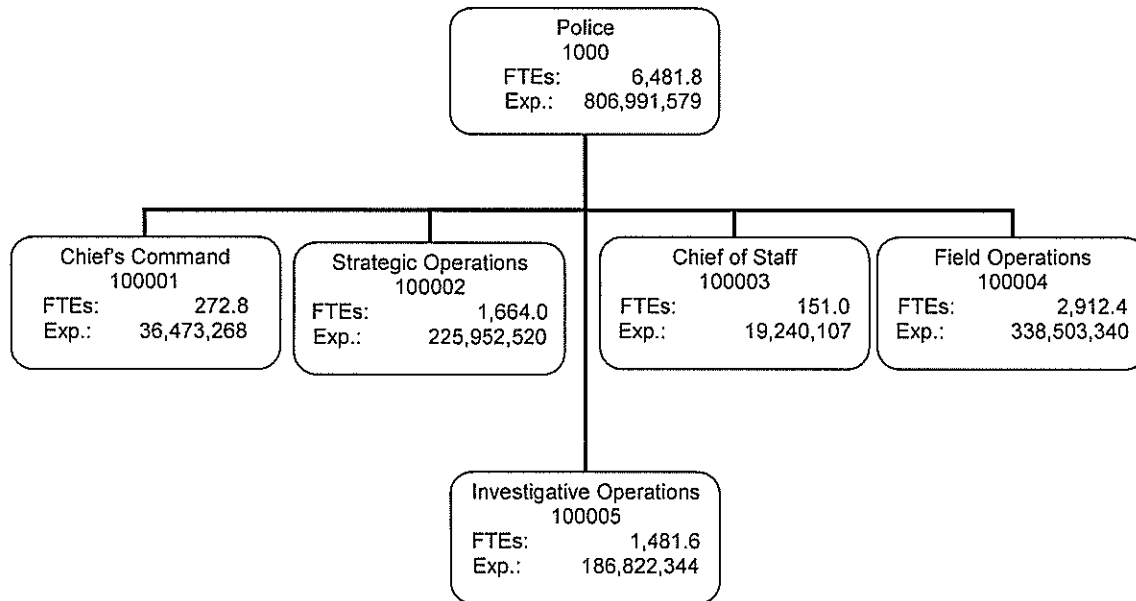
**5. INCREASE PROFESSIONALISM**

Vision: HPD is the most professional law enforcement agency in the country.

- 5.1** Reinforce the department's core values of Honor, Integrity and Respect.
- 5.2** Develop and implement a Command College for supervisors and managers, stressing both technical and leadership training.
- 5.3** Create opportunities where civilian employees, particularly supervisors and managers, achieve a higher level of recognition for their responsibilities and contributions.
- 5.4** Improve the quality and means of presenting training and expectations to improve leadership, tactics, employee safety, customer service, and discipline.

## POLICE DEPARTMENT

### Department Organization





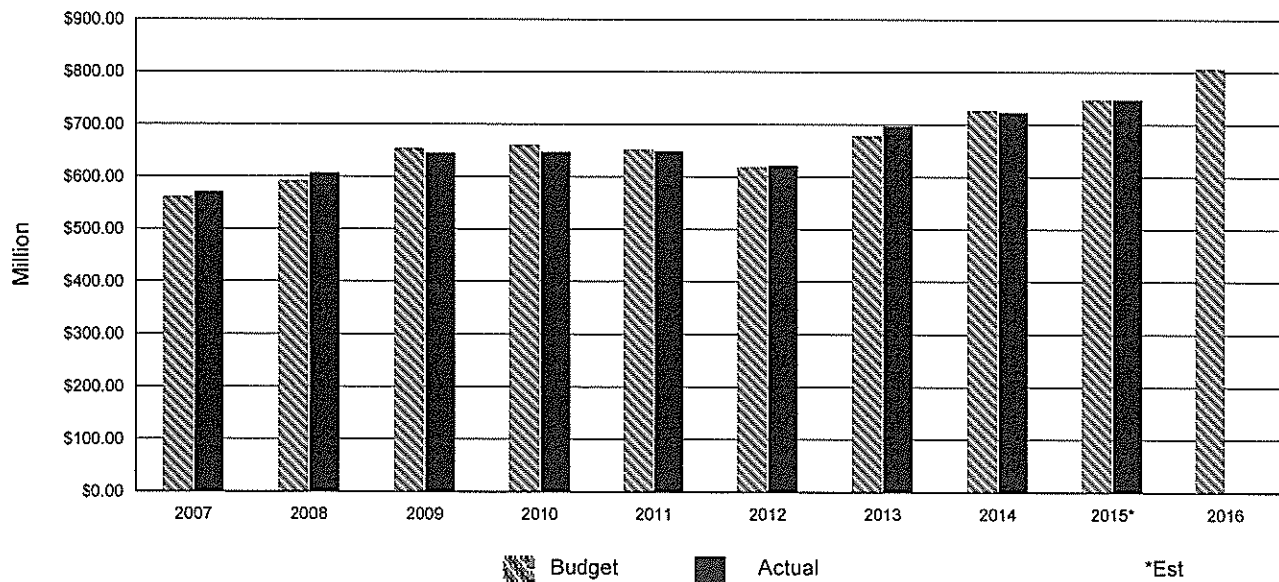
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name :** General Fund  
**Business Area :** Police Department  
**Fund No. /Bus. Area No. :** 1000 / 1000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	673,125,215	696,699,488	696,699,488	756,875,653
	Supplies	19,593,943	16,414,070	16,414,070	16,614,931
	Other Services and Charges	29,816,440	34,261,151	34,261,151	33,200,995
	Equipment	161,753	336,037	336,037	0
	Non-Capital Equipment	368,930	309,746	309,746	300,000
	Total M & O Expenditures	723,066,281	748,020,492	748,020,492	806,991,579
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	723,066,281	748,020,492	748,020,492	806,991,579
Revenues		31,027,118	30,971,872	31,742,376	32,413,440
Staffing	Full-Time Equivalents - Civilian	1,005.0	1,119.5	1,119.5	1,164.1
	Full-Time Equivalents - Classified	5,063.3	5,142.6	5,142.6	5,181.3
	Full-Time Equivalents - Cadets	88.1	101.5	101.5	136.4
	Total	6,156.4	6,363.6	6,363.6	6,481.8
	Full-Time Equivalents - Overtime	137.1	129.8	144.1	133.4
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o FY2016 includes Meet &amp; Confer mandated salary increase of 4% and other increases in classified cost.</li> <li>o FY2016 Budget provides funding for health benefits and pension contribution increases.</li> <li>o Funding for 277 new graduating cadets in FY2016.</li> <li>o FY2016 Budget includes funding for expenditure increases for classified pension contributions: \$25.5M deferral catchup and \$10M per Houston Police Officers Pension System (HPOPS) agreement.</li> <li>o \$1.6M decrease for the Houston Recovery Center, now budgeted in General Government.</li> <li>o FY2016 Budget includes funding for the operational cost of \$585,000 pertaining to the roll out of body cameras.</li> </ul>				

**Police Department  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

Fund Name : General Fund  
 Business Area : Police Department  
 Fund No. /Bus. Area No. : 1000 / 1000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Classified Attrition	F,I,J,P,Q	226	200	225	225
Classified Overtime FTEs	F,J,P	109.8	101.0	120.8	108.5
Priority 1 Average Response Time (minutes)	P	5.0	4 to 6	5.0	4 to 6
Priority 1 Calls Responded to within 5 Minutes	P	60.2%	65.5%	59.4%	65.5%
Priority 2 Average Response Time (minutes)	P	9.7	8 to 12	9.6	8 to 12
Total Dispatched Calls	P	1,126,957	1,150,000	1,172,006	1,170,000
Traffic Fatalities	P	213	209	210	210
UCR Part 1 Clearance Rate	P	15.1%	17.3%	16.0%	17.3%
UCR Part 1 Crime Rate	P	6,005	6,118	5,945	5,945
Expenditures Budget vs Actual Utilization	F	99%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	107%	100%	102%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Police Department</b> <b>Fund No. /Bus Area No. : 1000 / 1000</b>						
Division Description	FY2014 Actual FTEs      Costs \$	FY2015 Estimate FTEs      Costs \$	FY2016 Budget FTEs      Costs \$			
<b>Chief's Command 100001</b> Provides management and support to other commands. This command consists of groups such as the Chief's Office, Budget and Finance, Public Affairs, Internal Affairs, Inspections and Legal Services.	255.3    34,110,433	272.0    34,961,860	272.8    36,473,268			
<b>Strategic Operations 100002</b> Provides support for homeland security, professional development, and staff services. Oversees employee hiring, development, training and other personnel activities. Oversees jail operations, emergency communications, and records. Directs intelligence, air support, airport patrols, special operations, and tactical operations.	1,475.3    201,005,450	1,610.8    214,762,922	1,664.0    225,952,520			
<b>Chief of Staff 100003</b> Provides support to field operations, investigative operations, and strategic activities. Division includes: Crime Analysis, Planning, and Command Center.	108.4    19,565,703	150.0    18,474,365	151.0    19,240,107			
<b>Field Operations 100004</b> Responds to calls for service, performs primary investigations, enforces traffic laws, provides assistance to citizens, targets street level criminal activities, and maintains a high degree of police visibility for prevention and reduction of crime.	2,890.7    303,977,018	2,885.4    308,151,839	2,912.4    338,503,340			
<b>Investigative Operations 100005</b> Responsible for investigative operations of unique and special law enforcement areas. Areas include: vice, narcotics, major offenders, robberies, auto theft, homicides, assaults, rapes, family violence, burglary/theft, and juvenile crimes.	1,426.7    164,407,677	1,445.4    171,669,506	1,481.6    186,822,344			



**FISCAL YEAR 2016 BUDGET**

Division Summary							
Fund Name :		General Fund					
Business Area :		Police Department					
Fund No. /Bus Area No. :		1000 / 1000					
Division	Name	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100001	Chiefs Command						
	Civilian	107.4		126.0		126.3	
	Classified	147.9		146.0		146.5	
	Cadets	0.0		0.0		0.0	
	Total	255.3	34,110,433	272.0	34,961,860	272.8	36,473,268
100002	Strategic Operations						
	Civilian	588.8		632.3		646.1	
	Classified	798.4		877.0		881.5	
	Cadets	88.1		101.5		136.4	
	Total	1,475.3	201,005,450	1,610.8	214,762,922	1,664.0	225,952,520
100003	Chief of Staff						
	Civilian	36.9		42.0		43.0	
	Classified	71.5		108.0		108.0	
	Cadets	0.0		0.0		0.0	
	Total	108.4	19,565,703	150.0	18,474,365	151.0	19,240,107
100004	Field Operations						
	Civilian	74.2		96.2		103.6	
	Classified	2,816.5		2,789.2		2,808.8	
	Cadets	0.0		0.0		0.0	
	Total	2,890.7	303,977,018	2,885.4	308,151,839	2,912.4	338,503,340
100005	Investigative Operations						
	Civilian	197.7		223.0		245.1	
	Classified	1,229.0		1,222.4		1,236.5	
	Cadets	0.0		0.0		0.0	
	Total	1,426.7	164,407,677	1,445.4	171,669,506	1,481.6	186,822,344
Grand Total							
	Civilian	1,005.0		1,119.5		1,164.1	
	Classified	5,063.3		5,142.6		5,181.3	
	Cadets	88.1		101.5		136.4	
	Grand Total	6,156.4	723,066,281	6,363.6	748,020,492	6,481.8	806,991,579

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Police Department  
**Fund No./Bus. Area No. :** 1000 / 1000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNT CLERK	10	7.6	8.0	0.4
ACCOUNTANT ASSOCIATE	14	3.0	4.0	1.0
ADM.,COMMUNICATIONS DIVISION	PC10	1.0	1.0	0.0
ADMINISTRATION MANAGER	26	13.0	13.0	0.0
ADMINISTRATION MANAGER (EXEC)	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	14.0	13.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	28.8	30.0	1.2
ADMINISTRATIVE ASSOCIATE	13	47.0	50.0	3.0
ADMINISTRATIVE COORDINATOR	24	6.0	6.0	0.0
ADMINISTRATIVE SPECIALIST	20	13.8	14.0	0.2
ADMINISTRATIVE SUPERVISOR	22	4.0	4.0	0.0
AIRCRAFT MECHANIC	18	1.0	1.0	0.0
ASSISTANT BUYER	12	1.0	1.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	1.0	0.0
ASSISTANT OPERATIONS MANAGER	22	2.0	2.0	0.0
ASSISTANT POLICE ADMINISTRATOR (EXEC)	26	5.0	4.7	(0.3)
ASSISTANT POLICE CHIEF	PA12	10.0	10.0	0.0
BUYER	16	1.8	2.0	0.2
CAR ATTENDANT	4	9.0	9.0	0.0
CAR ATTENDANT SUPERVISOR	13	3.0	3.0	0.0
CLERK	5	1.0	1.0	0.0
CLERK TYPIST	6	14.0	14.0	0.0
COMMUNICATIONS SPECIALIST	15	1.0	1.0	0.0
COMMUNICATIONS SPECIALIST SUPERVISOR	23	1.0	1.0	0.0
COMMUNICATIONS TECHNICIAN SUPERVISOR	25	1.0	1.0	0.0
COMMUNITY LIAISON	18	4.0	4.0	0.0
COMMUNITY SERVICE INSPECTOR	16	3.0	3.0	0.0
CONTRACT ADMINISTRATOR	22	1.0	1.0	0.0
COUNSELOR	20	11.9	12.0	0.1
CRIMINAL INTELLIGENCE ANALYST	21	19.0	20.0	1.0
CRIMINALIST	20	2.0	2.0	0.0
CUSTODIAN	4	1.0	1.0	0.0
CUSTOMER SERVICE CASHIER	12	1.0	0.0	(1.0)
CUSTOMER SERVICE CLERK	10	43.0	42.0	(1.0)
DATA ENTRY OPERATOR	8	61.0	62.0	1.0
DEPUTY DIRECTOR (EXEC)	34	3.0	3.0	0.0
DEPUTY DIRECTOR-FINANCE/ADMIN.	36	2.0	2.0	0.0
DIVISION MANAGER	29	3.0	3.0	0.0
DIVISION MANAGER (EXEC)	29	1.0	0.0	(1.0)
DWI TECHNICIAN	13	0.0	10.0	10.0
EVIDENCE TECHNICIAN	11	29.0	21.0	(8.0)
EVIDENCE TECHNICIAN SUPERVISOR	22	7.0	7.0	0.0
EXECUTIVE ASSIST. POLICE CHIEF	PA13	4.0	4.0	0.0
EXECUTIVE OFFICE ASSISTANT	15	17.0	15.0	(2.0)
FINANCIAL ANALYST I	15	0.8	1.0	0.2
FINANCIAL ANALYST III	21	4.8	6.0	1.2
FINANCIAL ANALYST IV	25	2.0	3.0	1.0
FINGERPRINT TECHNICIAN	10	2.0	2.0	0.0
FIXED ASSET CLERK	10	1.0	1.0	0.0
FIXED ASSET SPECIALIST	13	2.0	2.0	0.0
FORENSIC PHOTOGRAPHER	14	3.0	3.0	0.0
FORENSIC PHOTOGRAPHER SUPERVISOR	19	1.0	1.0	0.0
GIS SUPERVISOR	26	0.0	1.0	1.0
HUMAN RESOURCES ASSISTANT	13	5.0	6.0	1.0
HUMAN RESOURCES SPECIALIST	17	1.0	1.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Police Department  
**Fund No./Bus. Area No. :** 1000 / 1000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
HUMAN RESOURCES SUPERVISOR	24	1.0	1.0	0.0
HUMAN RESOURCES TECHNICIAN	12	1.0	1.0	0.0
IMAGING TECHNICIAN	5	2.0	2.0	0.0
INFORMATION SYSTEMS ADMIN. (EXEC)	30	0.0	1.0	1.0
INFORMATION SYSTEMS ADMINISTRATOR	30	2.0	2.0	0.0
INVENTORY MANAGEMENT CLERK	9	5.9	6.0	0.1
IRM MANAGER	29	2.0	3.0	1.0
IT PROJECT MANAGER	28	4.0	4.0	0.0
JAIL ATTENDANT	9	259.0	259.0	0.0
LAN SPECIALIST	26	1.0	1.0	0.0
LAUNDRY WORKER	5	2.0	2.0	0.0
MANAGEMENT ANALYST I	15	1.0	1.0	0.0
MANAGEMENT ANALYST III	21	0.0	1.0	1.0
MANAGEMENT ANALYST IV	25	2.0	2.0	0.0
MICROCOMPUTER ANALYST	20	5.0	6.0	1.0
MOBILITY SERVICE OFFICER	12	30.0	30.0	0.0
OFFICE ASSISTANT	9	1.0	1.0	0.0
OFFICE SERVICE MANAGER	23	7.0	7.0	0.0
OFFICE SUPERVISOR	17	20.0	20.0	0.0
OFFSET PRESS OPERATOR	10	2.0	2.0	0.0
OPERATIONS MANAGER	27	3.0	3.0	0.0
OPERATIONS SUPERVISOR	18	1.0	1.0	0.0
PAYROLL CLERK	9	3.0	3.0	0.0
PLANNER LEADER	24	1.0	1.0	0.0
POLICE ADMINISTRATOR (EXEC)	30	6.0	6.0	0.0
POLICE CAPTAIN	PA09	46.0	44.0	(2.0)
POLICE CHIEF	39	1.0	1.0	0.0
POLICE COMMUNICATIONS SPEC II	PC07	1.0	1.0	0.0
POLICE LIEUTENANT	PA07	196.0	207.0	11.0
POLICE OFFICER	PA03	2,183.4	2,231.0	47.6
POLICE OFFICER,PROBATIONARY	PA02	93.5	136.5	43.0
POLICE SERGEANT	PA06	944.0	926.0	(18.0)
POLICE SERVICE OFFICER	7	32.0	33.0	1.0
POLICE TELECOMMUNICATOR	14	1.0	1.0	0.0
POLICE TELECOMMUNICATOR SUPERVISOR	21	9.0	9.0	0.0
POLICE TRAINEE	10	112.1	138.4	26.3
PROCUREMENT SPECIALIST	24	2.0	2.0	0.0
PROGRAMMER ANALYST II	19	2.0	2.0	0.0
PROGRAMMER ANALYST III	22	1.0	1.0	0.0
PROGRAMMER ANALYST IV	25	5.0	5.0	0.0
PUBLIC INFORMATION OFFICER	26	4.0	4.0	0.0
RADIO INSTALLER	6	3.0	3.0	0.0
RECEPTIONIST	7	1.0	1.0	0.0
RECORDS TECHNICIAN	9	2.0	4.0	2.0
SEMI-SKILLED LABORER	6	1.0	1.0	0.0
SENIOR ACCOUNTANT	20	1.0	0.0	(1.0)
SENIOR AIRCRAFT MECHANIC	21	7.0	7.0	0.0
SENIOR BUYER	22	4.0	4.0	0.0
SENIOR CLERK	8	5.0	5.0	0.0
SENIOR COMMUNICATIONS SPECIALIST	20	3.0	3.0	0.0
SENIOR COMMUNICATIONS TECHNICIAN	19	10.0	10.0	0.0
SENIOR COMMUNITY LIAISON	23	6.0	6.0	0.0
SENIOR COMPUTER OPERATOR	14	7.0	7.0	0.0
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	0.0
SENIOR CUSTOMER SERVICE CLERK	12	18.0	18.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Police Department  
**Fund No./Bus. Area No. :** 1000 / 1000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
SENIOR DATA ENTRY OPERATOR	12	9.0	12.0	3.0
SENIOR EVIDENCE TECHNICIAN	15	16.0	10.0	(6.0)
SENIOR FINGERPRINT TECHNICIAN	13	1.0	1.0	0.0
SENIOR FIXED ASSET SPECIALIST	17	2.0	2.0	0.0
SENIOR GIS TECHNICIAN	17	1.0	1.0	0.0
SENIOR HUMAN RESOURCES SPECIALIST	21	11.0	11.0	0.0
SENIOR IMAGING TECHNICIAN	13	1.0	1.0	0.0
SENIOR INSPECTOR	22	3.0	3.0	0.0
SENIOR INVENTORY MANAGEMENT CLERK	12	3.0	2.0	(1.0)
SENIOR JAIL ATTENDANT	13	8.0	8.0	0.0
SENIOR MICROCOMPUTER ANALYST	23	9.0	9.0	0.0
SENIOR OFFICE ASSISTANT	12	57.0	60.7	3.7
SENIOR OFFSET PRESS OPERATOR	13	1.0	1.0	0.0
SENIOR PAYROLL CLERK	13	1.0	1.0	0.0
SENIOR POLICE OFFICER	PA04	1,935.0	1,831.0	(104.0)
SENIOR POLICE SERVICE OFFICER	12	39.0	40.0	1.0
SENIOR POLICE TELECOMMUNICATOR	17	71.5	73.0	1.5
SENIOR POLICE TRAINEE	10	0.4	0.0	(0.4)
SENIOR STAFF ANALYST	28	1.0	1.0	0.0
SENIOR STAFF ANALYST (EXEC)	28	1.0	1.0	0.0
SENIOR TRAINER	21	3.0	3.0	0.0
SENIOR WORD PROCESSOR	12	4.0	5.0	1.0
STABLE ATTENDANT	8	3.0	3.0	0.0
STAFF ANALYST	26	2.2	4.0	1.8
STAFF PSYCHOLOGIST	27	5.9	6.0	0.1
SYSTEMS ACCOUNTANT II	23	1.0	1.0	0.0
SYSTEMS ACCOUNTANT IV	29	1.0	1.0	0.0
SYSTEMS CONSULTANT	26	6.0	6.0	0.0
SYSTEMS SUPPORT ANALYST I	16	1.0	1.0	0.0
SYSTEMS SUPPORT ANALYST IV	25	5.7	5.0	(0.7)
TECHNICAL HARDWARE ANALYST I	17	3.0	3.0	0.0
TECHNICAL HARDWARE ANALYST II	21	7.0	7.0	0.0
TECHNICAL HARDWARE ANALYST III	23	6.0	10.0	4.0
TELECOMMUNICATIONS SPECIALIST	18	2.0	2.0	0.0
TRAINING ADMINISTRATOR	24	1.0	1.0	0.0
TRUCK DRIVER	6	1.0	1.0	0.0
VACANCY POLICE CADETS		0.0	(2.0)	(2.0)
WEB DESIGNER	21	2.0	2.0	0.0
WEB PRODUCTION ASSISTANT	13	1.0	0.0	(1.0)
WORD PROCESSOR	10	14.0	13.0	(1.0)
<b>Total FTEs</b>		<b>6,731.1</b>	<b>6,753.3</b>	<b>22.2</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>148.2</b>	<b>64.7</b>	<b>(83.5)</b>
<b>Less Adjustment for Classified Vacancy Factor</b>		<b>219.3</b>	<b>206.8</b>	<b>(12.5)</b>
<b>Full-Time Equivalents</b>		<b>6,363.6</b>	<b>6,481.8</b>	<b>118.2</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Police Department  
 Fund No./Bus. Area No. : 1000 / 1000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>1000010002</b>	<b>HPD - Budget &amp; Finance</b>			
426430	Facility Rental Fees	46,000	46,554	46,554
452030	Miscellaneous Revenue	1,000	4,000	1,000
490020	Transfer from Special Revenue Fund	1,500,000	0	0
<b>1000010004</b>	<b>HPD - Public Affairs</b>			
426340	Public Safety Reports Fees	13,000	13,000	13,000
<b>1000010015</b>	<b>HPD - Employee Services</b>			
452030	Miscellaneous Revenue	150	1,000	1,000
<b>1000010016</b>	<b>HPD - Training Academy</b>			
426370	Training Services	26,000	26,000	26,000
<b>1000010022</b>	<b>HPD - IAH Airport Patrol</b>			
424060	Interfund Airport Police Services	17,894,281	18,194,281	18,643,890
426260	Police Services	0	177,000	0
<b>1000010023</b>	<b>HPD - HOU Airport Patrol</b>			
424060	Interfund Airport Police Services	6,791,976	6,991,976	7,395,557
<b>1000010044</b>	<b>HPD - Auto Theft</b>			
428040	Vehicle Tow-Away Fees	2,200	0	0
<b>1000010053</b>	<b>HPD - Narcotics</b>			
434505	Prior Year Expenditure Recovery	0	(6,000)	0
<b>1000010061</b>	<b>HPD - Jail</b>			
443130	Pay Phone Concessions	200,000	110,000	110,000
<b>1000010062</b>	<b>HPD - Fleet Management</b>			
452020	Recoveries & Refunds	2,000,000	2,000,000	2,000,000
<b>1000010063</b>	<b>HPD - Records</b>			
426340	Public Safety Reports Fees	830,000	900,000	900,000
428080	Returned Check Charges	200	200	200
<b>1000010064</b>	<b>HPD - Property</b>			
428040	Vehicle Tow-Away Fees	0	2,200	2,200
428090	Miscellaneous Fines & Forfeitures	90,000	200,000	90,000
434225	Sale of Non-Capital Equip. & Merchandise	60,000	60,000	60,000
<b>1000010068</b>	<b>HPD - Vehicular Crimes</b>			
426260	Police Services	165,000	165,000	165,000
426330	Miscellaneous Copies Fees	0	100	0
427200	Unclaimed Fines & Forfeitures	0	5,000	0
<b>1000010071</b>	<b>HPD -Traffic</b>			
428090	Miscellaneous Fines & Forfeitures	10,000	10,000	10,000
<b>1000010072</b>	<b>HPD - Auto Dealers</b>			
425050	Indirect Cost Recovery-Auto Dealers	1,042,065	1,042,065	1,099,039
490020	Transfer from Special Revenue Fund	0	1,557,500	1,550,000
<b>1000010096</b>	<b>HPD - Special Victims</b>			
452020	Recoveries & Refunds	300,000	242,500	300,000
<b>Total Police Department</b>		<b>30,971,872</b>	<b>31,742,376</b>	<b>32,413,440</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Police Department  
**Fund No./Bus. Area No. :** 1000 / 1000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	47,215,971	48,005,500	48,005,500	49,479,690
500020	Salary Base Pay - Classified	314,271,674	322,854,649	322,854,649	338,444,066
500030	Salary Part Time - Civilian	90,366	74,157	74,157	96,573
500040	Salary Assignment Pay - Classified	1,263,645	1,296,907	1,296,907	1,582,716
500045	Patrol Incentive Pay	2,421,746	2,499,487	2,499,487	2,842,000
500050	Sal-Edu/Incen-Classfd	11,092,916	11,384,305	11,384,305	11,629,762
500060	Overtime - Civilian	1,837,864	1,695,000	1,695,000	1,745,000
500070	Overtime - Classified	10,668,669	12,046,818	12,046,818	11,251,137
500090	Premium Pay - Civilian	494,610	496,718	496,718	555,159
500110	Bilingual Pay - Civilian	133,803	134,454	134,454	135,000
500120	Bilingual Pay - Classified	2,113,445	2,178,458	2,178,458	2,153,651
500130	Equipment Allowance-Classified	10,679,136	10,406,236	10,406,236	10,693,228
500150	Shift Differential Pay-Classified	4,143,333	3,986,523	3,986,523	4,377,073
500160	Training Incent.-Classified	30,526,123	30,563,098	30,563,098	30,881,396
500170	Weekend Prem Pay-Classified	3,463,746	3,419,164	3,419,164	3,760,504
500190	Temporary Higher Class Pay	198,076	205,079	205,079	200,805
500240	HOPE Community Service Usage	606	2,000	2,000	2,000
500250	HOPE Union Business Usage	6,578	12,499	12,499	8,000
501020	Clothing Allowance - Classified	1,230,825	1,221,200	1,221,200	1,278,000
501070	Pension - Civilian	11,035,437	12,182,398	12,182,398	13,537,654
501090	Pension - Police	100,614,334	111,370,600	111,370,600	146,379,380
501100	Phase Down Classified	13,582,957	15,802,189	15,802,189	16,361,451
501110	Strategic Staffing-Classified	572,953	600,000	600,000	1,000,000
501120	Termination Pay - Civilian	303,604	445,080	445,080	320,011
501130	Termination Pay - Classified	1,376,233	1,272,717	1,272,717	1,097,769
501140	Third Party Disability B-Classified	3,603,394	3,788,023	3,788,023	3,826,461
501150	Trainees for Classified Service - Cadets	2,721,875	3,482,797	3,482,797	5,637,288
501160	Vehicle Allowance - Civilian	4,216	4,219	4,219	4,200
501170	Vehicle Allowance - Classified	208,250	225,985	225,985	220,000
502010	FICA - Civilian	3,918,635	3,954,600	3,954,600	4,371,219
502020	FICA - Classified	4,592,207	4,695,631	4,695,631	4,720,181
503010	Health Ins-Act Civilian	9,109,806	9,115,169	9,115,169	8,754,473
503015	Basic Life Insurance - Active Civilian	28,808	29,478	29,478	30,165
503020	Health Ins.Act-Classified	61,415,707	58,993,720	58,993,720	60,334,674
503025	Basic Life Insurance - Active Classified	186,832	201,062	201,062	212,270
503040	Health/Life Ins.Ret-Classified	8,598,953	9,209,653	9,209,653	8,972,829
503060	Long Term Disability-Civilian	93,245	92,538	92,538	111,283
503070	Municipal Pension-Other Classified	247,676	225,717	225,717	257,000
503080	Workers Compensation-Classified-Admin	1,195,582	1,509,468	1,509,468	1,765,991
503090	Workers Compensation-Civilian-Admin	256,699	320,549	320,549	585,401
503100	Workers Compensation-Civilian-Claim	510,059	261,191	261,191	393,071
503110	Workers Compensation-Classified-Claim	6,878,089	5,318,135	5,318,135	5,450,805
504030	Unemployment Claims - Administration	51,532	141,317	141,317	141,317
504040	Res For Police Enhanc.-Classified	165,000	975,000	975,000	1,275,000
<b>Total</b>	<b>Personnel Services</b>	<b>673,125,215</b>	<b>696,699,488</b>	<b>696,699,488</b>	<b>756,875,653</b>
511010	Chemical Gases & Special Fluids	12,748	4,021	4,021	3,625
511015	Cleaning & Sanitary Supplies	29,933	43,592	43,592	58,985
511020	Construction Materials	2,592	4,737	4,737	8,820

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Police Department  
**Fund No./Bus. Area No. :** 1000 / 1000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511025	Electrical Hardware & Parts	1,196	5,444	5,444	66,005
511030	Mechanical Hardware & Parts	898	14,462	14,462	4,386
511040	Audiovisual Supplies	128,674	29,301	29,301	68,336
511045	Computer Supplies	541,620	494,166	494,166	539,605
511050	Paper & Printing Supplies	223,518	265,078	265,078	258,801
511055	Publications & Printed Materials	109,935	55,035	55,035	55,035
511060	Postage	48,495	129,319	129,319	128,186
511070	Miscellaneous Office Supplies	655,580	473,437	473,437	476,437
511080	General Laboratory Supplies	6,470	8,677	8,677	31,211
511090	Medical & Surgical Supplies	51,461	70,299	70,299	85,000
511095	Small Technical & Scientific Equipment	2,998	3,990	3,990	10,000
511100	Veterinary & Animal Supplies	151,159	77,786	77,786	110,000
511110	Fuel	13,285,585	11,477,072	11,477,072	11,726,233
511115	Vehicle Repair & Maintenance Supplies	49,685	143,459	143,459	303,154
511120	Clothing	3,035,580	1,595,901	1,595,901	1,523,000
511125	Food Supplies	40,835	65,681	65,681	166,354
511130	Weapons Munitions & Supplies	674,057	927,759	927,759	404,500
511135	Recreational Supplies	12,387	15,874	15,874	1,500
511145	Small Tools & Minor Equipment	50,912	32,861	32,861	78,629
511150	Miscellaneous Parts & Supplies	477,625	476,119	476,119	507,129
<b>Total</b>	<b>Supplies</b>	<b>19,593,943</b>	<b>16,414,070</b>	<b>16,414,070</b>	<b>16,614,931</b>
520100	Temporary Personnel Services	499,210	529,259	529,259	326,618
520107	Computer Info/Contr	2,686,964	3,073,824	3,073,824	3,652,660
520108	Information Resource Services	180,349	196,041	196,041	25,000
520109	Medical Dental & Laboratory Services	836,890	480,235	480,235	775,508
520110	Management Consulting Services	153,641	440,939	440,939	200,000
520112	Banking Services	16,758	14,532	14,532	16,000
520113	Photographic Services	14,396	8,168	8,168	13,000
520114	Miscellaneous Support Services	2,201,786	1,971,611	1,971,611	1,793,482
520118	Refuse Disposal	10,111	0	0	17,500
520119	Computer Eq/SW Mnt	143,764	100,038	100,038	290,800
520120	Communications Equipment Services	4,667	10,692	10,692	31,478
520121	IT Application Svcs	1,333,176	2,313,540	2,313,540	2,209,388
520122	Office Equipment Services	186,090	200,000	200,000	200,000
520123	Vehicle & Motor Equipment Services	193,516	799,675	799,675	655,270
520124	Other Equipment Services	58,970	115,165	115,165	204,974
520126	Construction Site Work Services	7,533	19,885	19,885	7,500
520132	Contracts/Sponsorships	1,646,624	1,646,624	1,646,624	0
520141	Engineering Services	19,300	24,068	24,068	40,000
520142	Classified C.S. Arbitration Cost	70,189	59,714	59,714	75,000
520145	Criminal Intelligence Services	75,000	49,069	49,069	0
520515	Print Shop Services	0	0	0	2,630
520520	Printing & Reproduction Services	7,428	30,791	30,791	28,700
520605	Advertising Services	80,761	37,189	37,189	42,000
520705	Insurance Fees	458,654	563,146	563,146	489,213
520765	Membership & Professional Fees	23,555	27,630	27,630	21,093
520805	Education & Training	153,756	189,624	189,624	211,515
520815	Tuition Reimbursement	979,190	1,000,000	1,000,000	1,000,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Police Department  
**Fund No./Bus. Area No. :** 1000 / 1000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520905	Travel - Training Related	129,037	117,656	117,656	133,091
520910	Travel - Non-Training Related	189,323	220,243	220,243	153,009
521405	Building Maintenance Services	1,071,096	1,027,702	1,027,702	766,252
521605	Data Services	826,340	1,184,537	1,184,537	1,176,520
521610	Voice Services	3,218,716	3,566,595	3,566,595	3,302,589
521620	Voice Equipment	160,938	113,169	113,169	34,022
521625	Voice Labor	138,120	180,110	180,110	221,143
521630	GIS Revolving Fund Services	440,082	505,404	505,404	687,777
521705	Vehicle/Equipment Rental/Lease	34,534	19,533	19,533	110,000
521715	Office Equipment Rental	499,786	387,156	387,156	493,032
521725	Other Rental	377,567	381,425	381,425	387,240
521730	Parking Space Rental	392,105	411,180	411,180	365,000
521905	Legal Services	2,210	2,210	2,210	17,000
522305	Freight Charges	2,536	16,558	16,558	9,026
522430	Misc Othr Svcs & Chrg	388,090	317,411	317,411	321,411
522435	Interest Charges Past Due Accounts	2,909	0	0	0
522720	Interfund Payroll Services	(7,150)	0	0	0
522721	Interfund HR Client Services	0	102,770	102,770	148,543
522722	KRONOS Service Chargeback	321,574	323,766	323,766	394,280
522723	Drainage Fee Service Chargeback	154,964	155,000	155,000	155,000
522730	Interfund Engineering Services	2,000	0	0	1,398
522735	Interfund Communication Equipment Repair	0	0	0	20,790
522795	Other Interfund Services	441,553	600,000	600,000	600,000
522840	Houston Permitting Center Rent Chargeback	109,227	123,681	123,681	111,107
522845	Interfund Vehicle Services	8,878,605	10,603,586	10,603,586	11,263,436
<b>Total</b>	<b>Other Services and Charges</b>	<b>29,816,440</b>	<b>34,261,151</b>	<b>34,261,151</b>	<b>33,200,995</b>
560120	Capital Exp-Building & Bldg Improvement	0	41,534	41,534	0
560210	Furniture Fixtures and Equipment	79,928	0	0	0
560220	Vehicles	26,388	42,431	42,431	0
560230	Computer HW and Developed SW	53,527	249,097	249,097	0
560810	Cap Exp-Controlled Equipment	1,910	2,975	2,975	0
<b>Total</b>	<b>Equipment</b>	<b>161,753</b>	<b>336,037</b>	<b>336,037</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	338,304	159,746	159,746	150,000
551030	Non-Capital Machinery & Equipment	7,998	0	0	0
551040	Non-Capital Other	20,278	150,000	150,000	150,000
551045	Non-Capital Vehicles/Rolling Stock	2,350	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>368,930</b>	<b>309,746</b>	<b>309,746</b>	<b>300,000</b>
<b>Grand Total Expenditures</b>		<b>723,066,281</b>	<b>748,020,492</b>	<b>748,020,492</b>	<b>806,991,579</b>





## DEVELOPMENT AND MAINTENANCE SERVICES DEPARTMENTS

General Services.....	IV - 2
Planning and Development.....	IV - 14
Public Works and Engineering.....	IV - 22
Solid Waste Management .....	IV - 30

## GENERAL SERVICES

### Department Description and Mission

General Services Department's (GSD) mission is to provide leadership and best practices in real estate, design, construction, property management, security, and resource conservation to City departments and residents in a safe, reliable, and fiscally responsible manner.

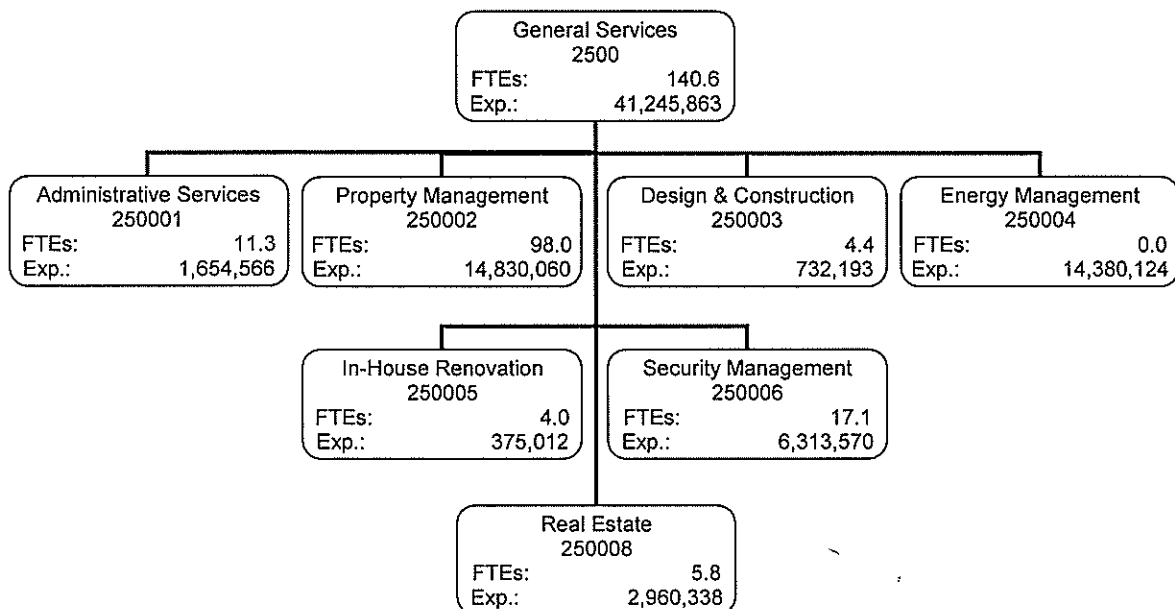
#### Short Term Goals

- Continue to address Facility Condition Assessments Priority 1 and Priority 2 deficiencies.
- Select new security guard services vendor for FY2016.
- Continue to reduce energy use in GSD managed buildings and increase sustainable and resource conservation in the core civic buildings.
- Complete procurement process for selection of Property Management / Building contract for City buildings occupied by PWE employees.
- Assist with planning, evaluation and alternatives for the Criminal Justice Complex.
- Develop a Space Optimization Plan that can be used citywide.

#### Long Term Goals

- To be the Provider of Choice and the premier City of Houston department.
- To manage and oversee all City-owned properties, except the Houston Airport System (HAS).
- Implement a department specific cost allocation model for space and energy usage.
- Work with Mayor's Office, City departments and other governmental agencies in aligning department specific Master Plans to identify opportunities for colocation of City facilities and shared resources.
- Identify and ensure sustainable funding for the management of building assets.
- Standardize all security equipment where possible.
- Continue to replace all inoperable security equipment.

### Department Organization



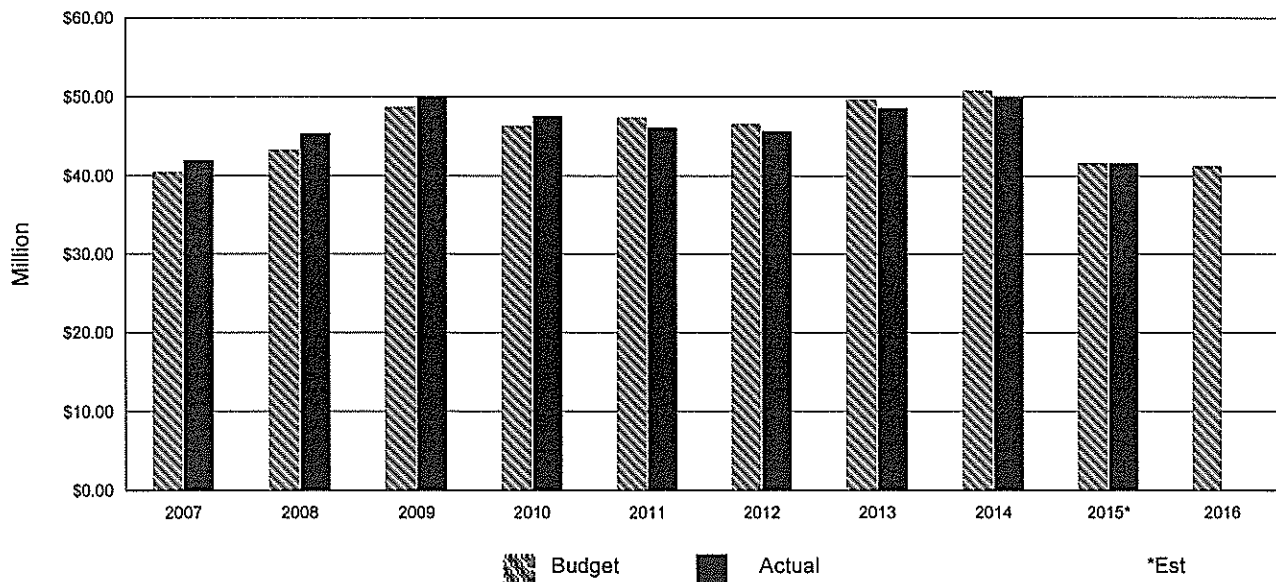
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name :** General Fund  
**Business Area :** General Services  
**Fund No. /Bus. Area No. :** 1000 / 2500

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	13,881,441	10,892,575	10,776,563	10,888,887
	Supplies	2,070,626	904,305	900,364	945,958
	Other Services and Charges	29,922,709	25,982,911	26,102,864	26,267,797
	Equipment	24,277	130,218	130,218	0
	Non-Capital Equipment	340,559	65,452	65,452	1,000
	Total M & O Expenditures	46,239,612	37,975,461	37,975,461	38,103,642
	Debt Service & Other Uses	3,634,765	3,634,765	3,634,765	3,142,221
	Total Expenditure	49,874,377	41,610,226	41,610,226	41,245,863
Revenues		3,721,219	5,430,334	5,499,589	5,650,290
Staffing	Full-Time Equivalents - Civilian	193.5	137.6	129.9	140.6
	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	193.5	137.6	129.9	140.6
	Full-Time Equivalents - Overtime	6.3	3.5	4.2	3.6
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Includes funding for Citywide Space Utilization Study.</li> <li>o Includes funding for contract escalation cost for janitorial services.</li> <li>o Includes funding to fulfill current contractual obligations for the security guard service contract with G4S Secure Solutions.</li> <li>o Includes funding to support Operations and Maintenance costs for new facilities.</li> <li>o Includes funding for rental escalation for various lease facilities.</li> </ul>				

**General Services  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 1000 / 2500

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Card Access Changes Processed	P	39,502	45,000	49,847	47,000
City Identification Badges Processed	P	10,933	9,800	10,439	10,650
Environmental Projects Completed	P	281	200	230	200
Expenditures Budget vs Actual Utilization	F	98%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	66%	100%	101%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : General Services</b> <b>Fund No. /Bus Area No. : 1000 / 2500</b>							
<b>Division Description</b>	<b>FY2014 Actual FTEs</b>	<b>FY2014 Actual Costs \$</b>	<b>FY2015 Estimate FTEs</b>	<b>FY2015 Estimate Costs \$</b>	<b>FY2016 Budget FTEs</b>	<b>FY2016 Budget Costs \$</b>	
<b>GSD - Administrative Services 250001</b> Provides overall direction, management, and leadership to GSD; provides training and professional development to GSD employees; ensures all the department's funds are appropriately allocated and expended.	11.2	1,360,889	10.7	1,628,690	11.3	1,654,566	
<b>GSD - Property Management 250002</b> Provides services to Police, Fire, Health, Library, Administrative & Regulatory Affairs, Municipal Courts, Public Works and Houston TranStar properties, which include, but are not limited to: preventive maintenance of mechanical equipment, routine and emergency repairs of electrical, mechanical, plumbing, HVAC, structural and energy management systems and facility inspections.	146.6	22,634,110	89.7	14,529,247	98.0	14,830,060	
<b>GSD - Design &amp; Construction 250003</b> Provides Capital Improvement Project planning; manages the design and construction of City facilities for all departments except HAS; facilitates tenant improvements; manages construction and coordinates moves; tracks, monitors, and manages environmental contracts and civic art administration, provides in-house planning and design services and construction project management.	9.0	1,173,322	4.0	738,374	4.4	732,193	
<b>GSD - Energy Management 250004</b> These accounts represent the actual cost for fuel, electricity, natural gas consumption and all other restricted accounts; all communications and data services fees administered by the Houston Information Technology Services.	1.0	15,234,605	0.0	15,365,036	0.0	14,380,124	
<b>GSD - In-House Renovation 250005</b> Provides overall management and administrative support for the In-House Renovation Group.	4.0	346,355	3.6	444,302	4.0	375,012	
<b>GSD - Security Management 250006</b> Manages physical security of all City facilities which include closed circuit TV, access control, and intrusion alarm systems; manages citywide security contract; investigates City lost/stolen assets and process over 45,000 access requests annually.	16.9	5,517,630	16.4	6,211,465	17.1	6,313,570	

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : General Services</b> <b>Fund No. /Bus Area No. : 1000 / 2500</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>GSD - Real Estate 250008</b> Manage the acquisition, disposition and leasing of the City's real estate assets.	4.8	2,283,814	5.5	2,693,112	5.8	2,960,338
<b>GSD - Maintenance Renewal &amp; Replacement 250010</b> Provide maintenance services to Police, Fire, Health, Library, Administrative & Regulatory Affairs, Municipal Courts, Public Works and Houston TranStar properties, which includes: preventive maintenance of mechanical equipment, routine repairs of electrical, mechanical, plumbing, HVAC, structural and energy management systems and facility inspections. This division is reported in Maintenance Renewal and Replacement Fund (Fund 2105).	0.0	1,323,652	0.0	0	0.0	0
<b>Total</b>	<b>193.5</b>	<b>49,874,377</b>	<b>129.9</b>	<b>41,610,226</b>	<b>140.6</b>	<b>41,245,863</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** General Services  
**Fund No./Bus. Area No. :** 1000 / 2500

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE ASSISTANT	17	2.0	2.0	0.0
ADMINISTRATIVE ASSOCIATE	13	3.0	2.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	0.5	0.5	0.0
ADMINISTRATIVE SPECIALIST	20	4.0	5.0	1.0
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	2.0	0.0
ASSISTANT PROJECT MANAGER	20	1.0	1.0	0.0
ASSISTANT REAL ESTATE ANALYST	17	1.0	0.8	(0.2)
ASSISTANT REAL ESTATE MANAGER	26	2.0	2.0	0.0
ASSISTANT SUPERINTENDENT	20	2.0	2.0	0.0
BUILDING MAINTENANCE SUPERVISOR	13	6.0	6.0	0.0
CHIEF STATIONARY ENGINEER	19	7.0	6.0	(1.0)
COMMUNICATIONS SPECIALIST	15	1.0	1.0	0.0
CUSTODIAN	4	35.0	36.0	1.0
CUSTODIAN LEADER	8	2.0	2.0	0.0
CUSTOMER SERVICE REP. I	13	2.0	2.0	0.0
CUSTOMER SERVICE REP. II	15	2.0	3.0	1.0
CUSTOMER SERVICE SUPERVISOR	18	1.0	1.0	0.0
DATA BASE ANALYST	22	1.0	0.0	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	2.0	0.0
DIVISION MANAGER	29	5.0	5.0	0.0
ESTIMATOR	17	1.0	1.0	0.0
EXECUTIVE STAFF ANALYST (EXE LEV)	30	1.0	1.0	0.0
FINANCIAL ANALYST III	21	1.0	1.0	0.0
FINANCIAL ANALYST IV	25	1.0	1.0	0.0
GENERAL SERVICES DIRECTOR	35	1.0	1.0	0.0
GROUNDSKEEPER	5	9.0	8.0	(1.0)
LAN SPECIALIST	26	1.0	0.0	(1.0)
MAINTENANCE MECHANIC I	8	0.0	1.0	1.0
MAINTENANCE MECHANIC III	14	3.0	5.0	2.0
MAINTENANCE SUPERVISOR	16	2.0	2.0	0.0
MANAGEMENT ANALYST III	21	1.0	1.0	0.0
PAINTER	11	0.0	1.0	1.0
PROJECT MANAGER	24	1.0	1.0	0.0
PUBLIC LOSS INVESTIGATOR	22	1.0	1.0	0.0
REAL ESTATE MANAGER	29	1.0	1.0	0.0
SECURITY TECH. SUPERVISOR	25	0.0	1.0	1.0
SENIOR ACCOUNT CLERK	13	0.0	1.0	1.0
SENIOR CONTRACT COMPLIANCE OFFICER	18	1.0	1.0	0.0
SENIOR DATA BASE ANALYST	25	0.0	1.0	1.0
SENIOR FIXED ASSET SPECIALIST	17	1.0	1.0	0.0
SENIOR INVENTORY MANAGEMENT CLERK	12	1.0	1.0	0.0
SENIOR OFFICE ASSISTANT	12	2.0	1.0	(1.0)
SENIOR PROJECT MANAGER	27	1.0	1.0	0.0
SENIOR PUBLIC LOSS INVESTIGATOR	24	3.0	3.0	0.0
SENIOR SECURITY TECHNICIAN	23	0.0	3.0	3.0
SENIOR STAFF ANALYST	28	0.0	1.0	1.0
SENIOR SUPERINTENDENT	27	1.0	1.0	0.0
STAFF ANALYST	26	1.0	1.0	0.0



**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name** : General Fund  
**Business Area** : General Services  
**Fund No./Bus. Area No. :** 1000 / 2500

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
STATIONARY ENGINEER	14	12.0	12.0	0.0
STATIONARY ENGINEER APPRENTICE	7	3.0	3.0	0.0
STUDENT INTERN I	4	0.6	0.0	(0.6)
STUDENT INTERN II	10	0.6	0.7	0.1
SUPERINTENDENT	24	6.8	6.0	(0.8)
TECHNICAL HARDWARE ANALYST I	17	1.0	0.0	(1.0)
TECHNICAL HARDWARE ANALYST II	21	2.0	1.0	(1.0)
TECHNICAL HARDWARE ANALYST III	23	2.0	0.0	(2.0)
<b>Total FTEs</b>		<b>145.5</b>	<b>148.0</b>	<b>2.5</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>7.9</b>	<b>7.4</b>	<b>(0.5)</b>
<b>Full-Time Equivalents</b>		<b>137.6</b>	<b>140.6</b>	<b>3.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : General Services  
 Fund No./Bus. Area No. : 1000 / 2500

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>2500020001</b>	<b>GSD - PM Operations</b>			
443160	Vending Machine Concessions	303,000	188,885	253,697
490120	Transfer from Component Unit	168,979	168,979	168,979
<b>2500020003</b>	<b>GSD - Houston Permitting Center</b>			
424110	Other Interfund Services	1,084,068	1,087,124	1,088,396
<b>2500020004</b>	<b>GSD - Parking Management Facility</b>			
424110	Other Interfund Services	86,870	73,850	67,120
<b>2500020005</b>	<b>GSD - PWE UMB Management</b>			
424110	Other Interfund Services	583,757	583,757	542,610
<b>2500020006</b>	<b>GSD - Houston TranStar Facility Maint.</b>			
424110	Other Interfund Services	690,180	687,802	690,524
<b>2500020007</b>	<b>GSD - FMD Facilities</b>			
424110	Other Interfund Services	0	166,629	244,186
<b>2500060001</b>	<b>GSD - Security Management</b>			
424110	Other Interfund Services	229,720	229,720	229,720
<b>2500060002</b>	<b>GSD - Security - General Fund</b>			
490120	Transfer from Component Unit	197,482	197,482	197,482
<b>2500080001</b>	<b>GSD - Real Estate</b>			
426420	Building Space Rental Fees	767,304	782,894	839,480
426430	Facility Rental Fees	18,974	26,622	26,452
428060	Other Interest Income	300,000	301,644	301,644
434240	Sale of Capital Assets-Land/Streets	1,000,000	1,000,000	1,000,000
445050	Cell Tower Revenue	0	4,000	0
452030	Miscellaneous Revenue	0	201	0
<b>Total</b>	<b>General Services</b>	<b>5,430,334</b>	<b>5,499,589</b>	<b>5,650,290</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : General Services  
 Fund No./Bus. Area No. : 1000 / 2500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	8,649,462	6,722,557	6,524,733	6,775,520
500030	Salary Part Time - Civilian	32,744	34,202	34,640	34,034
500060	Overtime - Civilian	476,821	210,532	275,106	222,000
500090	Premium Pay - Civilian	21,571	20,000	15,806	20,000
500110	Bilingual Pay - Civilian	2,707	1,808	1,808	1,808
500250	HOPE Union Business Usage	82	123	123	123
501070	Pension - Civilian	2,022,570	1,712,611	1,684,079	1,853,782
501120	Termination Pay - Civilian	121,941	166,665	387,601	77,665
502010	FICA - Civilian	667,888	529,883	502,374	534,644
503010	Health Ins-Act Civilian	1,709,753	1,240,104	1,222,605	1,219,634
503015	Basic Life Insurance - Active Civilian	4,960	3,890	3,861	3,936
503060	Long Term Disability-Civilian	15,853	11,683	11,630	11,920
503090	Workers Compensation-Civilian-Admin	40,508	36,148	37,293	41,525
503100	Workers Compensation-Civilian-Claim	110,466	177,064	65,144	66,991
504020	Compensation Contingency	0	9,760	9,760	9,760
504030	Unemployment Claims - Administration	4,115	15,545	0	15,545
<b>Total</b>	<b>Personnel Services</b>	<b>13,881,441</b>	<b>10,892,575</b>	<b>10,776,563</b>	<b>10,888,887</b>
511010	Chemical Gases & Special Fluids	21,884	1,500	1,500	1,150
511015	Cleaning & Sanitary Supplies	160,780	162,212	162,212	162,212
511020	Construction Materials	64,776	9,650	32,474	7,400
511025	Electrical Hardware & Parts	234,257	6,000	6,000	6,200
511030	Mechanical Hardware & Parts	33,494	8,044	8,044	8,044
511035	Meters Hydrants & Plumbing Supplies	38,273	6,000	6,000	6,000
511040	Audiovisual Supplies	11,989	350	350	350
511045	Computer Supplies	15,774	22,490	22,490	23,990
511050	Paper & Printing Supplies	27,233	500	500	500
511055	Publications & Printed Materials	321	133	133	133
511060	Postage	600	2,794	2,794	2,794
511070	Miscellaneous Office Supplies	66,777	56,926	55,802	66,270
511080	General Laboratory Supplies	28	0	0	0
511085	Drugs & Medical Chemicals	1,579	0	0	0
511090	Medical & Surgical Supplies	4,855	0	0	0
511110	Fuel	399,827	378,794	353,794	375,172
511115	Vehicle Repair & Maintenance Supplies	(1,073)	11,000	11,000	11,000
511120	Clothing	13,773	22,141	21,500	22,141
511125	Food Supplies	2,293	7,344	7,344	7,000
511130	Weapons Munitions & Supplies	784	0	0	0
511145	Small Tools & Minor Equipment	121,151	4,546	4,546	4,546
511150	Miscellaneous Parts & Supplies	848,830	203,881	203,881	241,056
511165	Fire Fighting Equipment	2,421	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>2,070,626</b>	<b>904,305</b>	<b>900,364</b>	<b>945,958</b>
520100	Temporary Personnel Services	59,610	50,000	50,000	37,536
520101	Janitorial Services	3,202,206	3,896,567	3,822,703	4,181,500
520102	Security Services	3,674,535	4,011,245	4,310,866	4,390,473
520103	Subrecipient Contract Services	10,000	10,000	10,000	10,000
520105	Accounting & Auditing Services	11,000	0	0	0
520106	Architectural Services	12,034	0	0	0
520108	Information Resource Services	186,966	5,902	5,902	5,135
520109	Medical Dental & Laboratory Services	4,306	4,500	4,500	3,000
520110	Management Consulting Services	131,617	318,783	299,205	515,000
520111	Real Estate Services	1,988	3,531	3,531	0
520112	Banking Services	0	100	100	100
520114	Miscellaneous Support Services	101,072	81,973	67,854	71,880
520115	Real Estate Lease/Office Rental	1,708,599	1,724,119	1,728,145	1,756,375

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** General Services  
**Fund No./Bus. Area No. :** 1000 / 2500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520118	Refuse Disposal	592,507	593,891	573,811	571,455
520119	Computer Eq/SW Mnt	5,591	14,736	234,736	21,101
520120	Communications Equipment Services	800	628	114	800
520121	IT Application Svcs	200,149	153,778	153,778	166,637
520123	Vehicle & Motor Equipment Services	82,955	0	0	0
520124	Other Equipment Services	105,561	2,860	13,020	3,010
520126	Construction Site Work Services	103,495	17,770	17,770	0
520128	Other Construction Work Services	0	0	7,500	0
520141	Engineering Services	30,048	20,000	20,000	20,000
520510	Mail/Delivery Services	234	330	330	430
520515	Print Shop Services	7,234	7,504	8,304	8,100
520520	Printing & Reproduction Services	7,546	17,160	13,660	14,360
520605	Advertising Services	46,526	48,000	43,000	46,000
520705	Insurance Fees	95,156	113,252	113,252	99,404
520765	Membership & Professional Fees	18,919	28,348	29,050	24,967
520805	Education & Training	28,003	47,700	41,417	62,175
520905	Travel - Training Related	20,401	26,475	30,975	29,232
520910	Travel - Non-Training Related	21,869	21,937	21,937	20,737
521405	Building Maintenance Services	7,053,694	2,438,828	2,420,203	2,677,271
521410	Sewer Services	826,378	674,673	674,673	674,673
521415	Land and Grounds Maintenance	400,357	38,216	38,216	44,500
521435	Water Services	21,592	9,004	16,287	27,856
521440	Steam/Chilled Water Services	256,900	467,507	204,305	204,305
521505	Electricity	8,918,580	9,277,906	9,277,906	8,729,622
521510	Natural Gas	631,539	569,810	569,810	547,926
521605	Data Services	64,950	78,617	78,617	131,067
521610	Voice Services	60,012	54,677	54,677	47,701
521620	Voice Equipment	19,492	5,880	5,880	1,768
521625	Voice Labor	22,993	7,455	7,455	11,490
521630	GIS Revolving Fund Services	8,731	12,236	12,236	12,870
521635	Voice Services -Wireless	88,769	58,325	58,325	93,555
521715	Office Equipment Rental	26,345	24,240	24,240	10,240
521725	Other Rental	53,129	50,297	50,297	50,297
521730	Parking Space Rental	48,931	49,125	49,125	49,125
521735	Hobby Parking Space Rental	20,175	31,875	31,875	31,875
522405	Management Savings	(30)	0	0	0
522430	Misc Othr Svcs & Chrg	284,565	183,532	177,477	181,163
522435	Interest Charges Past Due Accounts	929	0	0	0
522710	Interfund Utility Cut Repairs	0	500	500	500
522720	Interfund Payroll Services	(82)	0	0	0
522721	Interfund HR Client Services	170,887	246,637	246,637	199,898
522722	KRONOS Service Chargeback	9,188	10,217	10,217	12,441
522723	Drainage Fee Service Chargeback	145,855	146,000	146,000	146,900
522730	Interfund Engineering Services	126,860	0	0	0
522735	Interfund Communication Equipment Repair	0	6,250	6,250	6,000
522760	Interfund Billing & Collection Service	17,163	48,091	44,272	43,772
522845	Interfund Vehicle Services	173,880	271,924	271,924	271,575
<b>Total</b>	<b>Other Services and Charges</b>	<b>29,922,709</b>	<b>25,982,911</b>	<b>26,102,864</b>	<b>26,267,797</b>
560210	Furniture Fixtures and Equipment	0	65,139	65,139	0
560220	Vehicles	10,902	65,079	65,079	0
560230	Computer HW and Developed SW	8,246	0	0	0
560240	Communication Equipment	5,129	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>24,277</b>	<b>130,218</b>	<b>130,218</b>	<b>0</b>
551005	Fixed Assets Restatement	0	1,000	1,000	1,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : General Services  
 Fund No./Bus. Area No. : 1000 / 2500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
551010	Non-Cap Office Furniture & Equipment	268,414	45,543	45,543	0
551015	Non-Capital Computer Equipment	72,145	18,909	18,909	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>340,559</b>	<b>65,452</b>	<b>65,452</b>	<b>1,000</b>
532020	Transfers to Capital Projects	3,634,765	3,634,765	3,634,765	3,142,221
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>3,634,765</b>	<b>3,634,765</b>	<b>3,634,765</b>	<b>3,142,221</b>
<b>Grand Total Expenditures</b>		<b>49,874,377</b>	<b>41,610,226</b>	<b>41,610,226</b>	<b>41,245,863</b>



## PLANNING AND DEVELOPMENT

### Department Description and Mission

The mission of the Planning and Development Department is to work with tools to provide community sustainability, development and the City's Geographical Information System (GIS).

#### Department Short Term Goals:

- o Support GIS mapping and analysis products for both internal staff and the public.
- o Continue to develop a complete streets policy and a multi-modal mobility plan by conducting sub-area transportation plan studies throughout the City.
- o Revise the Major Thoroughfare and Freeway Hierarchy Table based on recommendations from sub-areas.
- o Produce a citizen guide for Historic Preservation regulations and improve the application process.
- o Increase tax base through conducting limited purpose annexation and potential general purpose annexations.

#### Department Long Term Goals:

- o Work on GIS Staff development program for GIS skills and training.
- o Create seamless link between PlatTracker and the Integrated Land Management System (ILMS) to better monitor development projects and provide improved public information.
- o Take Urban Houston Framework Study recommendations and develop an urban centers ordinance with opt in development standards for identified urban districts that will contain greater density and significant multi-modal transportation uses, in particular transits.

The following briefly describes the function of each Section in the Planning and Development Department:

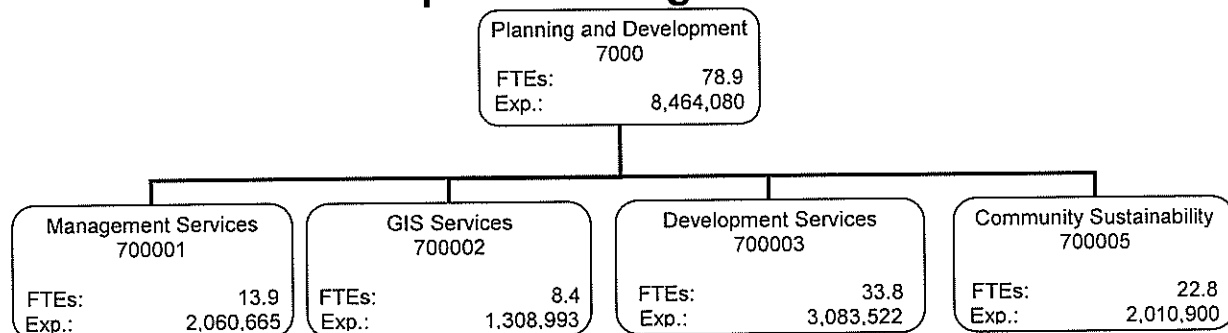
The Management Services Section support core functions of the Planning Department by providing internal administrative, financial and management support.

The GIS Services Section serves the geospatial needs of the City of Houston across departments and among all staff and citizens.

The Development Services Section reviews development proposals for compliance with Houston's land development codes, (Chapter 42, towers, parking, landscaping, etc.) provides analysis, forecasting and the development of alternatives for moving people and goods through transportation planning.

The Community Sustainability Section facilitates the long-term sustainability of Houston through community preservation tools, strategic partnership agreements and protection of our extraterritorial jurisdiction and city limits.

### Department Organization



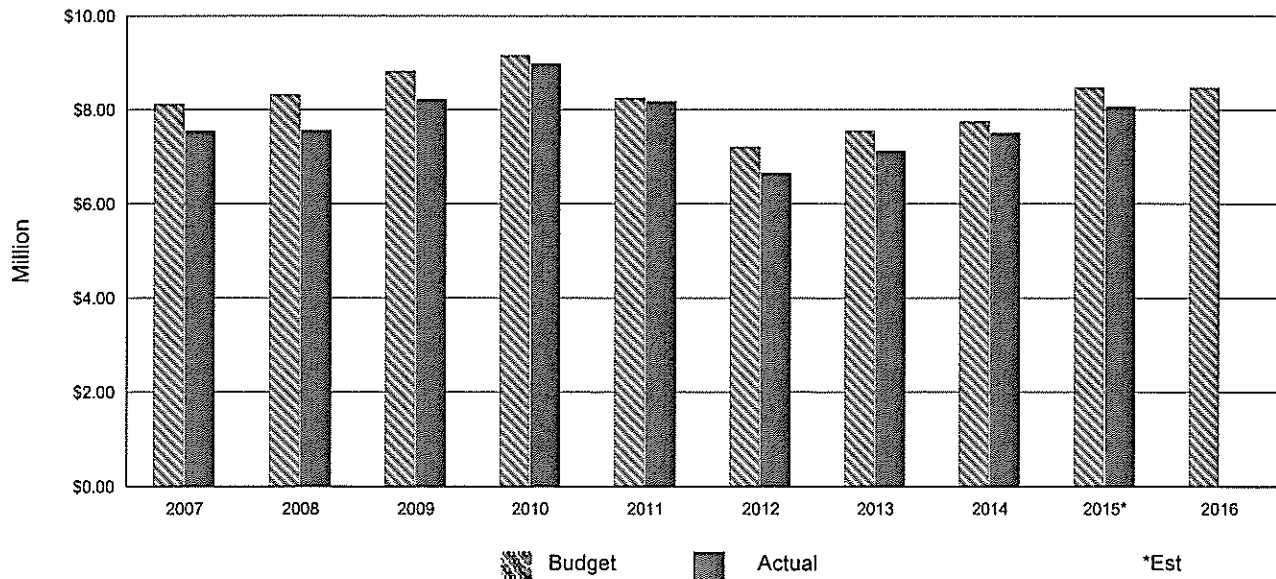
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : General Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus. Area No.** : 1000 / 7000

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	6,722,331	6,959,310	6,694,094	7,375,540
	Supplies	62,949	51,192	92,846	64,658
	Other Services and Charges	720,291	1,451,610	1,275,172	1,023,882
	Total M & O Expenditures	7,505,571	8,462,112	8,062,112	8,464,080
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	7,505,571	8,462,112	8,062,112	8,464,080
Revenues		6,189,063	5,397,647	7,193,140	5,267,821
Staffing	Full-Time Equivalents - Civilian	76.1	78.8	71.2	78.9
	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	76.1	78.8	71.2	78.9
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Develop a Bicycle Master Plan for the City of Houston.</li> <li>o Ensure the City's bicycle efforts are supported by the community, ensuring quicker, smoother implementation.</li> <li>o Identify recommendations for support programs necessary to improve bicycle safety and culture including education, promotion and enforcement.</li> </ul>				

**Planning & Development  
Current Budget vs Actual Expenditures**





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus. Area No.** : 1000 / 7000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Applications Processed: Special Lot Size/Building Line and Prohibited Yard Parking	J,I	N/A	92	35	37
Applications Reviewed: Historic COA, landmark and protected landmark	Q	N/A	504	504	504
Development plats reviewed	J,I	838	866	891	891
GIS mapping requests completed within 3 days	I	N/A	97%	97%	97%
Single-family residential site plans reviewed	J,I	20,076	19,000	19,647	19,647
Subdivision plats processed for recordation	J,I	N/A	2,653	1,130	1,130
Expenditures Budget vs Actual Utilization	F	97%	98%	95%	98%
Revenues Budget vs Actual Utilization	F	105%	100%	133%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : General Fund						
Business Area : Planning & Development						
Fund No. /Bus Area No. : 1000 / 7000						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>PD-Management Services Group 700001</b> To support the core functions of the Planning Department by providing internal administrative, financial and managerial support. The Division supports the mission of the Department by providing the public with access to resources and information. It also responds to the public on a timely basis while striving to ensure a high level of customer service.	13.1	1,785,245	13.3	1,918,124	13.9	2,060,665
<b>PD-GIS Services Group 700002</b> To serve the Geographic Information System and geospatial needs of the City of Houston across departments and among all staff and citizens.	15.2	1,216,552	8.4	1,471,494	8.4	1,308,993
<b>PD-Development Services Group 700003</b> To review development proposals for compliance with Houston's land development codes (Chapter 42 Subdivision, Development and Platting, Chapter 28 Towers, Chapter 26 Parking, Chapter 33 Landscaping, etc.) and provide analysis, forecasting and the development of alternatives for moving people and goods through transportation planning for pedestrians, bicyclists, transit users and motorists.	26.6	2,532,996	29.1	2,837,095	33.8	3,083,522
<b>PD-Comm Sustainability 700005</b> To facilitate the long-term stability of Houston through community sustainability tools. Review applications as part of Chapter 28, Chapter 33, and Chapter 42.	21.2	1,970,778	20.4	1,835,399	22.8	2,010,900
<b>Total</b>	<b>76.1</b>	<b>7,505,571</b>	<b>71.2</b>	<b>8,062,112</b>	<b>78.9</b>	<b>8,464,080</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Planning & Development  
**Fund No./Bus. Area No. :** 1000 / 7000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT MANAGER	27	1.0	1.0	0.0
ADMINISTRATION MANAGER	26	6.0	6.0	0.0
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	0.0
ADMINISTRATIVE COORDINATOR	24	2.0	2.0	0.0
ADMINISTRATIVE SPECIALIST	20	2.0	2.0	0.0
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	1.0	(1.0)
ASSOCIATE PLANNER	13	6.0	6.0	0.0
CUSTOMER SERVICE REP. II	15	1.0	1.0	0.0
CUSTOMER SERVICE REP. III	16	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	2.0	1.0
DEPUTY DIRECTOR-PLANNING (EXE LEV)	35	1.0	1.0	0.0
DIVISION MANAGER	29	3.0	3.0	0.0
FINANCIAL ANALYST III	21	1.0	1.0	0.0
GIS ANALYST	20	3.0	2.0	(1.0)
GIS MANAGER	29	1.5	1.5	0.0
PLANNER	16	15.0	15.0	0.0
PLANNER LEADER	24	8.0	9.0	1.0
PLANNING DIRECTOR	36	1.0	1.0	0.0
RECORDS ADMINISTRATOR	23	1.0	1.0	0.0
SENIOR ACCOUNTANT	20	2.0	2.0	0.0
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	0.0
SENIOR GIS ANALYST	24	2.0	2.0	0.0
SENIOR GIS TECHNICIAN	17	2.0	2.0	0.0
SENIOR PLANNER	20	12.0	13.0	1.0
SENIOR STAFF ANALYST	28	1.0	1.0	0.0
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	0.0
STAFF ANALYST	26	1.0	0.0	(1.0)
<b>Total FTEs</b>		<b>79.5</b>	<b>79.5</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.7</b>	<b>0.6</b>	<b>(0.1)</b>
<b>Full-Time Equivalents</b>		<b>78.8</b>	<b>78.9</b>	<b>0.1</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Planning & Development  
 Fund No./Bus. Area No. : 1000 / 7000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>7000010001</b>	<b>Management &amp; Support</b>			
428080	Returned Check Charges	50	0	50
434510	Prior Year Revenue	0	0	50
452030	Miscellaneous Revenue	1,000	45,308	1,000
<b>7000020001</b>	<b>PD - GIS Services</b>			
426320	City Maps & Related Items	450	450	450
<b>7000030001</b>	<b>Development Services</b>			
421290	Tower Application Review Fee	707	2,900	2,180
421630	Administrative Fee - Licenses & Permits	128,951	128,351	75,653
426020	Hazardous Materials Permit	1,499	500	1,651
426070	Hotel & Motel Ordinance	3,315	5,187	3,858
426250	Platting Fees	5,261,675	6,850,000	5,057,929
426290	Other Service Charges	0	10,108	0
431020	Contributions from Others	0	150,101	125,000
452010	Release of Special Deposits	0	187	0
456250	Sewage Disposal	0	48	0
<b>Total</b>	<b>Planning &amp; Development</b>	<b>5,397,647</b>	<b>7,193,140</b>	<b>5,267,821</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Planning & Development  
 Fund No./Bus. Area No. : 1000 / 7000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	4,430,828	4,639,459	4,514,274	4,908,994
500060	Overtime - Civilian	14	0	0	0
500090	Premium Pay - Civilian	640	0	0	0
500110	Bilingual Pay - Civilian	6,446	6,325	7,074	7,227
501070	Pension - Civilian	1,035,550	1,194,943	1,146,839	1,343,100
501120	Termination Pay - Civilian	222,710	90,000	40,288	90,000
502010	FICA - Civilian	328,784	374,723	331,759	372,798
503010	Health Ins-Act Civilian	669,615	618,068	618,068	614,987
503015	Basic Life Insurance - Active Civilian	2,600	2,841	2,841	2,845
503060	Long Term Disability-Civilian	6,065	6,703	6,703	6,711
503090	Workers Compensation-Civilian-Admin	15,492	20,658	20,658	23,288
503100	Workers Compensation-Civilian-Claim	150	3,000	3,000	3,000
504030	Unemployment Claims - Administration	3,437	2,590	2,590	2,590
<b>Total</b>	<b>Personnel Services</b>	<b>6,722,331</b>	<b>6,959,310</b>	<b>6,694,094</b>	<b>7,375,540</b>
511045	Computer Supplies	33,442	21,381	36,781	22,088
511060	Postage	4,776	5,961	5,961	5,961
511070	Miscellaneous Office Supplies	23,128	23,359	49,613	36,519
511110	Fuel	278	491	491	90
511125	Food Supplies	1,288	0	0	0
511150	Miscellaneous Parts & Supplies	37	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>62,949</b>	<b>51,192</b>	<b>92,846</b>	<b>64,658</b>
520100	Temporary Personnel Services	0	98,107	98,107	0
520102	Security Services	815	0	0	0
520105	Accounting & Auditing Services	1,150	1,350	1,350	1,350
520107	Computer Info/Contr	1,478	2,308	2,308	2,308
520109	Medical Dental & Laboratory Services	949	900	1,365	900
520110	Management Consulting Services	10,650	0	0	0
520112	Banking Services	921	1,800	2,200	1,800
520114	Miscellaneous Support Services	1,429	352,397	153,611	252,400
520119	Computer Eq/SW Mnt	(600)	0	0	0
520121	IT Application Svcs	51,225	62,676	62,676	65,104
520510	Mail/Delivery Services	182	0	199	0
520515	Print Shop Services	1,683	2,000	4,200	2,000
520520	Printing & Reproduction Services	6,197	4,000	4,000	4,000
520605	Advertising Services	3,190	3,100	3,100	3,100
520705	Insurance Fees	755	952	952	758
520740	Document Recording/Filing Fees	3,537	5,860	5,860	5,860
520765	Membership & Professional Fees	10,829	11,493	13,085	0
520805	Education & Training	2,133	5,000	3,915	5,000
520905	Travel - Training Related	23,175	15,400	15,400	0
520910	Travel - Non-Training Related	39	0	0	0
521605	Data Services	34,553	44,041	38,569	28,108
521610	Voice Services	27,110	42,160	42,160	36,780
521620	Voice Equipment	107	420	420	126
521625	Voice Labor	2,284	532	1,738	820
521630	GIS Revolving Fund Services	249,245	552,305	552,305	369,448
521635	Voice Services -Wireless	12,536	4,719	4,719	12,193

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Planning & Development  
**Fund No./Bus. Area No. :** 1000 / 7000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521715	Office Equipment Rental	39,339	35,712	35,712	35,712
521730	Parking Space Rental	3,615	1,944	1,944	1,944
521735	Hobby Parking Space Rental	25,200	28,800	25,814	25,200
522430	Misc Othr Svcs & Chrg	93,459	8,000	33,829	10,600
522721	Interfund HR Client Services	56,628	85,932	85,932	80,185
522722	KRONOS Service Chargeback	3,277	3,576	3,576	4,355
522780	Interfund Photo Copy Services	18,559	25,000	25,000	25,000
522840	Houston Permitting Center Rent Chargeback	32,727	48,659	48,659	46,210
522845	Interfund Vehicle Services	1,915	2,467	2,467	2,621
<b>Total</b>	<b>Other Services and Charges</b>	<b>720,291</b>	<b>1,451,610</b>	<b>1,275,172</b>	<b>1,023,882</b>
<b>Grand Total Expenditures</b>		<b>7,505,571</b>	<b>8,462,112</b>	<b>8,062,112</b>	<b>8,464,080</b>

## PUBLIC WORKS AND ENGINEERING

### Department Description and Mission

The Resource Management Division is responsible for the Traffic Signal and Street Light electricity costs and associated debt.

The Planning & Development Division is responsible for processing the sale of streets, alleys, and easements through the Joint Referral Committee (JRC).

The Traffic Operations Division is responsible for operating and maintaining Houston's traffic control systems according to City codes and standard engineering practices in a coordinated manner to provide increased mobility.

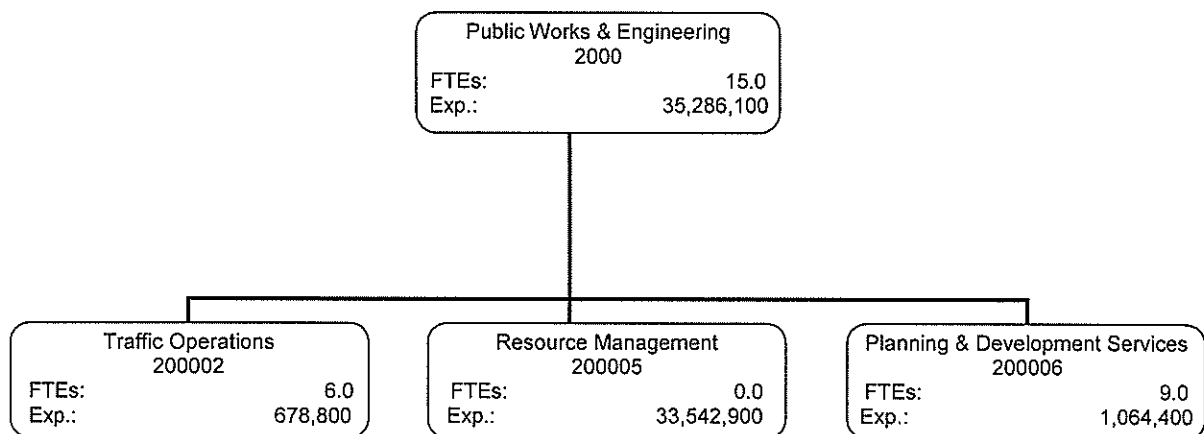
#### Department Short Term Goals

- Generate revenues related to the Sale of Streets and Easements.
- Continue to process JRC transaction activities assigned to the department in a timely manner.
- Reduce traffic "bottle-necks" during high usage periods.
- Monitor intersection level of services.

#### Department Long Term Goals

- Apply recommended national guidelines on traffic control practice to minimize congestion and subsequent delays at major arterials and intersections.
- Develop Capital Improvement Management System (CIMS) 3.0 to include online JRC application submittal module.

### Department Organization

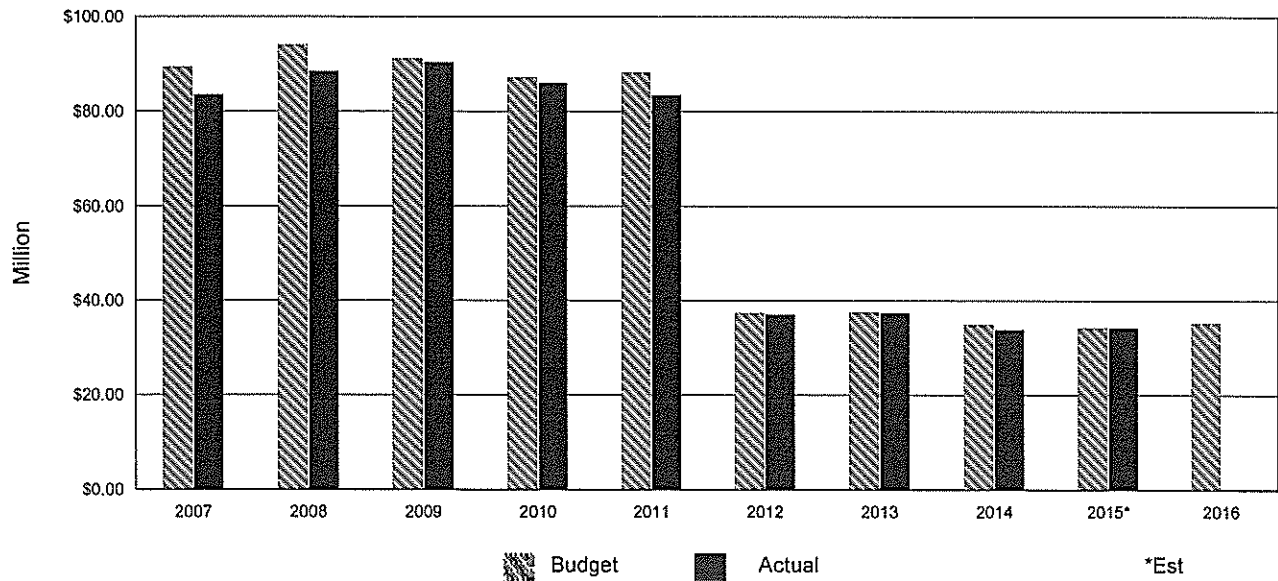


**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name : General Fund</b>					
<b>Business Area : Public Works &amp; Engineering</b>					
<b>Fund No. /Bus. Area No. : 1000 / 2000</b>		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	1,191,451	1,406,730	1,406,730	1,455,800
	Supplies	10,452	57,100	49,600	38,000
	Other Services and Charges	30,819,919	31,258,953	31,266,453	32,267,900
	Total M & O Expenditures	32,021,822	32,722,783	32,722,783	33,761,700
	Debt Service & Other Uses	1,868,750	1,524,400	1,524,400	1,524,400
	Total Expenditure	33,890,572	34,247,183	34,247,183	35,286,100
Revenues		1,571,350	2,394,200	4,813,487	5,394,200
Staffing	Full-Time Equivalents - Civilian	13.5	15.0	15.0	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	13.5	15.0	15.0	15.0
	Full-Time Equivalents - Overtime	0.2	0.1	0.1	0.1
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o The Planning and Development Division will continue to process JRC transaction activities assigned to the department in a timely manner.</li> <li>o Resource Management Division budget of \$33.5M includes signal maintenance electricity of \$900,000 freeway lights electricity of \$1.5M, streetlights electricity of \$29.6M, and debt service of \$1.5M.</li> <li>o Overall Budget increase of \$1.0M is primarily due to an increase in electricity costs for FY2016.</li> <li>o Overall Revenue Budget increase of \$3.0M is due to an anticipated increase in street and easement sales in FY2016.</li> </ul>				

**Public Works & Engineering  
Current Budget vs Actual Expenditures**





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Public Works & Engineering  
**Fund No. /Bus. Area No.** : 1000 / 2000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Incident Response	P,I	137	500	500	500
Mobility Response Team 311 Calls Received	P,I	956	1,200	1,200	1,000
Value of Real Estate Actions recorded for the Joint Referral Committee	F	\$1.1M	\$1.5M	\$9.1M	\$4.5M
Expenditures Budget vs Actual Utilization	F	97%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	66%	100%	201%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : General Fund						
Business Area : Public Works & Engineering						
Fund No. /Bus Area No. : 1000 / 2000						
Division Description	FY2014 Actual FTEs	Costs \$	FY2015 Estimate FTEs	Costs \$	FY2016 Budget FTEs	Costs \$
<b>Traffic Operations Division 200002</b> Works to alleviate traffic congestion resulting from malfunctioning traffic signals, accidents and other mobility issues throughout the City during peak periods.	5.6	703,504	6.0	669,232	6.0	678,800
<b>Resource Management Division 200005</b> Accounts for electricity, debt service and other costs.	0.0	32,367,512	0.0	32,462,200	0.0	33,542,900
<b>Planning &amp; Development Services Division 200006</b> Sells City-owned properties and interests. Manages all matters pertaining to the abandonment, sale and/or exchange of streets, alleys or easements. Manage all matters pertaining to granting of building encroachments into streets and alleys.	7.9	819,556	9.0	1,115,751	9.0	1,064,400
<b>Total</b>	<b>13.5</b>	<b>33,890,572</b>	<b>15.0</b>	<b>34,247,183</b>	<b>15.0</b>	<b>35,286,100</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Public Works & Engineering  
**Fund No./Bus. Area No. :** 1000 / 2000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	0.0
ADMINISTRATIVE ASSOCIATE	13	1.0	1.0	0.0
ASSISTANT REAL ESTATE MANAGER	26	1.0	1.0	0.0
GRADUATE ENGINEER	22	4.0	4.0	0.0
REAL ESTATE ANALYST	20	2.0	2.0	0.0
REAL ESTATE MANAGER	29	1.0	1.0	0.0
SENIOR REAL ESTATE ANALYST	24	3.0	3.0	0.0
SUPERVISING ENGINEER	29	1.0	1.0	0.0
TECHNICAL HARDWARE ANALYST III	23	1.0	1.0	0.0
<b>Total FTEs</b>		<b>15.0</b>	<b>15.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>15.0</b>	<b>15.0</b>	<b>0.0</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : General Fund  
Business Area : Public Works & Engineering  
Fund No./Bus. Area No. : 1000 / 2000

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
2000050031	PWE - Unmetered St. Lights			
452020	Recoveries & Refunds	554,600	554,600	554,600
2000060009	PWE - Land Disposition			
434235	Sale of Capital Assets	0	55,627	175,000
434240	Sale of Capital Assets-Land/Streets	1,500,000	3,863,660	4,325,000
457010	Interfund Land Acquisition	339,600	339,600	339,600
<b>Total</b>	<b>Public Works &amp; Engineering</b>	<b>2,394,200</b>	<b>4,813,487</b>	<b>5,394,200</b>

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**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Public Works & Engineering  
**Fund No./Bus. Area No. :** 1000 / 2000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	807,788	949,680	949,680	967,924
500060	Overtime - Civilian	13,424	10,500	12,000	17,000
500090	Premium Pay - Civilian	0	0	0	50
501070	Pension - Civilian	189,215	240,838	240,838	264,822
501120	Termination Pay - Civilian	1,273	5,000	5,000	5,000
502010	FICA - Civilian	60,485	73,453	73,453	75,350
503010	Health Ins-Act Civilian	116,973	119,052	119,052	117,117
503015	Basic Life Insurance - Active Civilian	467	543	543	556
503060	Long Term Disability-Civilian	1,161	1,291	1,291	1,279
503090	Workers Compensation-Civilian-Admin	2,812	3,974	3,974	4,437
503100	Workers Compensation-Civilian-Claim	0	2,000	500	2,000
504030	Unemployment Claims - Administration	(2,147)	399	399	265
<b>Total</b>	<b>Personnel Services</b>	<b>1,191,451</b>	<b>1,406,730</b>	<b>1,406,730</b>	<b>1,455,800</b>
511020	Construction Materials	0	40,000	35,200	22,700
511045	Computer Supplies	2,505	7,500	4,800	6,500
511050	Paper & Printing Supplies	1,169	1,200	1,200	1,200
511055	Publications & Printed Materials	144	600	600	500
511060	Postage	307	700	700	700
511070	Miscellaneous Office Supplies	3,269	3,100	3,100	2,800
511090	Medical & Surgical Supplies	75	200	200	0
511110	Fuel	2,594	2,500	2,500	2,100
511120	Clothing	389	1,300	1,300	1,000
511145	Small Tools & Minor Equipment	0	0	0	500
<b>Total</b>	<b>Supplies</b>	<b>10,452</b>	<b>57,100</b>	<b>49,600</b>	<b>38,000</b>
520100	Temporary Personnel Services	0	0	0	62,600
520109	Medical Dental & Laboratory Services	302	500	500	400
520110	Management Consulting Services	131,633	13,400	13,400	13,800
520111	Real Estate Services	123,416	100,000	100,000	100,000
520119	Computer Eq/SW Mnt	0	500	0	500
520121	IT Application Svcs	2,824	2,000	4,300	4,000
520123	Vehicle & Motor Equipment Services	2,676	0	0	0
520510	Mail/Delivery Services	0	200	100	200
520515	Print Shop Services	580	500	500	500
520520	Printing & Reproduction Services	0	500	100	500
520765	Membership & Professional Fees	1,532	2,300	2,300	3,300
520805	Education & Training	5,207	5,200	5,200	6,000
521505	Electricity	30,481,262	30,924,400	30,924,400	32,004,700
521605	Data Services	3,192	3,800	3,800	5,100
521610	Voice Services	2,354	100	4,500	100
521620	Voice Equipment	15	700	100	200
521625	Voice Labor	0	900	100	1,300
521635	Voice Services -Wireless	2,067	1,800	2,150	2,800

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Public Works & Engineering  
**Fund No./Bus. Area No. :** 1000 / 2000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521730	Parking Space Rental	1,504	2,700	2,400	2,600
521735	Hobby Parking Space Rental	300	0	675	1,000
521905	Legal Services	0	147,353	147,353	0
521910	Legal Svcs - Crt Report	0	0	375	0
522430	Misc Othr Svcs & Chrg	16,425	200	200	200
522721	Interfund HR Client Services	10,297	11,600	11,600	12,300
522722	KRONOS Service Chargeback	727	700	700	700
522795	Other Interfund Services	33,606	36,100	36,100	37,600
522845	Interfund Vehicle Services	0	3,500	5,600	7,500
<b>Total</b>	<b>Other Services and Charges</b>	<b>30,819,919</b>	<b>31,258,953</b>	<b>31,266,453</b>	<b>32,267,900</b>
532020	Transfers to Capital Projects	1,868,750	1,524,400	1,524,400	1,524,400
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>1,868,750</b>	<b>1,524,400</b>	<b>1,524,400</b>	<b>1,524,400</b>
<b>Grand Total Expenditures</b>		<b>33,890,572</b>	<b>34,247,183</b>	<b>34,247,183</b>	<b>35,286,100</b>

## SOLID WASTE MANAGEMENT

### Department Description and Mission

The mission of the Solid Waste Management Department is to provide the citizens of Houston with cost-effective, environmentally sound and safe solid waste management services. Inherent within this mission are several major tasks: residential garbage collection, heavy trash collection, dead animal pick-up, opportunities for all citizens to reduce waste through direct or indirect participation in recycling opportunities, and performing the disposal functions associated with all of these operations.

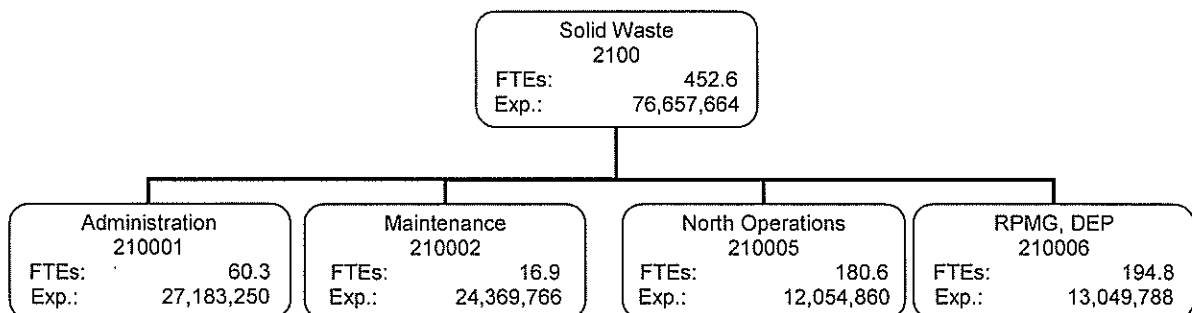
#### Short-Term Goals

- Gain approval and implement updates to Chapters 21 and 39 in the Code of Ordinances with regards to scrap and used tire dealers.
- Deepen partnership with the Houston Apartment Association to introduce E-Scrap Recycling and expand the Green Communities Program.

#### Long-Term Goals

- Implement enterprise funding for key department services.
- Partner with Houston Restaurant Association and private haulers to implement voluntary eatery recycling.
- Find appropriate locations to site at least three (3) Neighborhood Depositories and Recycling Centers.

### Department Organization



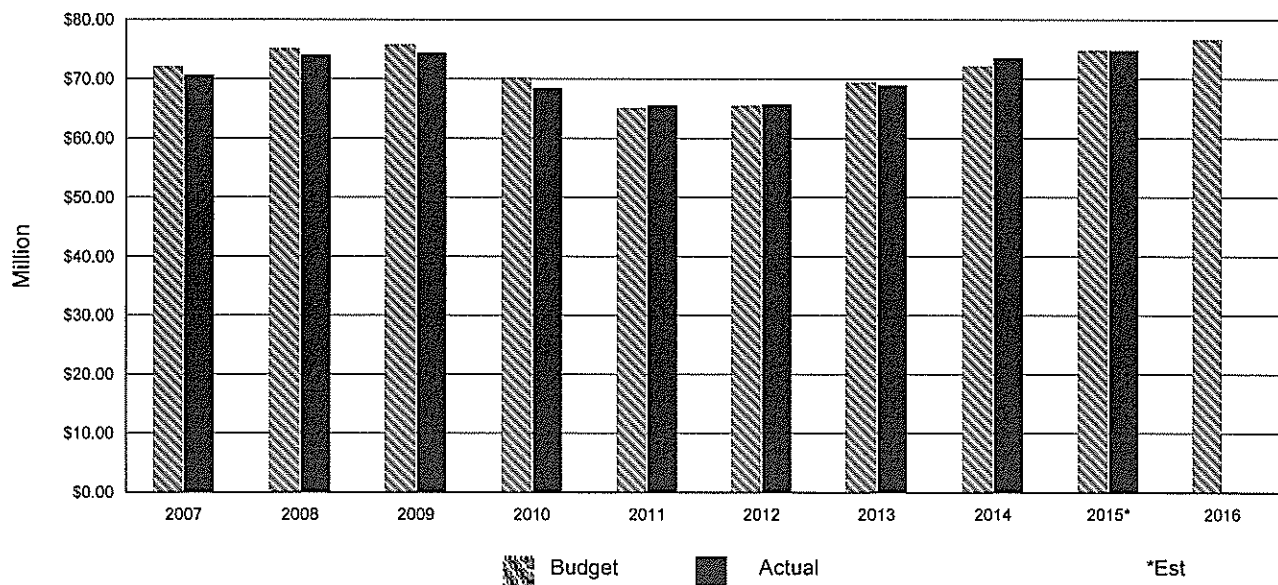
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name :** General Fund  
**Business Area :** Solid Waste Management  
**Fund No. /Bus. Area No. :** 1000 / 2100

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	29,471,085	30,762,407	30,762,407	<b>31,769,967</b>
	Supplies	6,371,140	6,360,486	6,360,486	<b>6,300,645</b>
	Other Services and Charges	33,629,855	35,692,006	35,692,006	<b>37,092,674</b>
	Equipment	1,419,665	0	0	<b>0</b>
	Non-Capital Equipment	7,536	0	0	<b>0</b>
	Total M & O Expenditures	70,899,281	72,814,899	72,814,899	<b>75,163,286</b>
	Debt Service & Other Uses	2,657,145	1,977,234	1,977,234	<b>1,494,378</b>
	<b>Total Expenditure</b>	<b>73,556,426</b>	<b>74,792,133</b>	<b>74,792,133</b>	<b>76,657,664</b>
<b>Revenues</b>		<b>4,953,704</b>	<b>4,876,300</b>	<b>5,087,679</b>	<b>5,187,300</b>
<b>Staffing</b>	Full-Time Equivalents - Civilian	433.1	438.6	438.6	<b>452.6</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	433.1	438.6	438.6	<b>452.6</b>
	Full-Time Equivalents - Overtime	25.8	26.0	26.0	<b>29.6</b>
<b>Significant Budget Changes and Highlights</b>	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Implement a routing management and tracking system to improve route efficiency and driver/management accountability.				
	o Locate and secure up to three (3) properties in single-member council districts to site Neighborhood Recycling Centers and Depository sites.				
	o Include funding for Single Stream Recycling Expansion of \$346,013 in FY2015 and \$363,774 in FY2016.				

**Solid Waste Management  
Current Budget vs Actual Expenditures**





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Solid Waste Management  
**Fund No. /Bus. Area No.** : 1000 / 2100

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Residential Units Serviced	Q	377,610	382,408	382,408	386,232
Solid Waste Recycling Rate	Q,F	30%	30%	30%	30%
Tons Collected	Q,F	628,978	602,053	629,528	623,166
Expenditures Budget vs Actual Utilization	F	102%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	104%	100%	104%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Solid Waste Management</b> <b>Fund No. /Bus Area No. : 1000 / 2100</b>							
<b>Division Description</b>	<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Administration 210001</b> Provides the repository for central costs that are direct costs to all of the department's operations and to provide management leadership and administrative support to the entire department.	58.1	27,921,925	59.6	26,900,301	60.3	27,183,250	
<b>Maintenance 210002</b> Maintains the department's physical plants and provide the leadership and administrative resources needed to maintain the same.	16.8	22,267,305	15.6	23,441,952	16.9	24,369,766	
<b>SWM - North Operations 210005</b> Provides solid waste services to the north side of the City and includes City Council Districts A, B, E, G, H, and I.	158.3	11,247,461	169.5	11,478,364	180.6	12,054,860	
<b>SWM - RPMG, DEP 210006</b> Provides recycling program management and depository services to the south side of the City and includes Council Districts C, D, E, F, G, and I.	199.9	12,119,735	193.9	12,971,516	194.8	13,049,788	
<b>Total</b>	<b>433.1</b>	<b>73,556,426</b>	<b>438.6</b>	<b>74,792,133</b>	<b>452.6</b>	<b>76,657,664</b>	

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Solid Waste Management  
**Fund No./Bus. Area No. :** 1000 / 2100

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	1.0	1.0	0.0
ADMINISTRATIVE ASSISTANT	17	7.0	8.0	1.0
ADMINISTRATIVE COORDINATOR	24	2.0	2.0	0.0
ADMINISTRATIVE SPECIALIST	20	6.0	7.0	1.0
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	1.0	0.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	3.0	3.0	0.0
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	0.0
ASSISTANT SUPERINTENDENT	20	1.0	1.0	0.0
COMMUNITY INVOLVEMENT COORDINATOR	22	1.0	1.0	0.0
COMMUNITY LIAISON	18	1.0	1.0	0.0
CUSTODIAN	4	5.0	5.0	0.0
CUSTOMER SERVICE REP. I	13	1.0	1.0	0.0
CUSTOMER SERVICE REP. III	16	17.0	18.0	1.0
CUSTOMER SERVICE SECTION CHIEF	22	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	5.0	5.0	0.0
DEPUTY DIRECTOR (EXE LEV)	34	3.0	3.0	0.0
DIVISION MANAGER	29	4.0	2.0	(2.0)
ENVIRONMENTAL INVESTIGATOR II	16	2.0	2.0	0.0
EQUIPMENT OPERATOR II	10	1.0	1.0	0.0
EQUIPMENT OPERATOR III	13	35.0	35.0	0.0
EQUIPMENT WORKER	13	3.0	3.0	0.0
GENERAL SUPERINTENDENT	21	1.0	1.0	0.0
GIS ANALYST	20	3.0	3.0	0.0
LABORER	4	1.0	1.0	0.0
MAINTENANCE MECHANIC II	12	3.0	3.0	0.0
MAINTENANCE MECHANIC III	14	4.0	4.0	0.0
MAINTENANCE SUPERVISOR	16	1.0	1.0	0.0
MANAGEMENT ANALYST IV	25	1.0	1.0	0.0
PROJECT MANAGER	24	1.0	1.0	0.0
PUBLIC INFORMATION OFFICER	26	1.0	1.0	0.0
PURCHASING MANAGER	27	1.0	1.0	0.0
SAFETY REPRESENTATIVE	19	4.0	4.0	0.0
SEMI-SKILLED LABORER	6	7.0	7.0	0.0
SENIOR AUDITOR	21	1.0	1.0	0.0
SENIOR BUYER	22	1.0	0.0	(1.0)
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	0.0
SENIOR COMMUNITY LIAISON	23	1.0	1.0	0.0
SENIOR CONTRACT COMPLIANCE OFFICER	18	1.0	0.0	(1.0)
SENIOR DISPATCHER	12	4.0	4.0	0.0
SENIOR REFUSE TRUCK DRIVER	8	67.0	72.0	5.0
SENIOR SIDELOADER OPERATOR	9	174.0	180.0	6.0
SENIOR STAFF ANALYST	28	2.0	2.0	0.0
SENIOR SUPERINTENDENT	27	6.0	6.0	0.0
SIDELOADER OPERATOR	7	54.0	53.0	(1.0)
SOLID WASTE DIRECTOR	37	1.0	1.0	0.0
SOLID WASTE SUPERVISOR	22	26.0	26.0	0.0
STAFF ANALYST	26	1.0	3.0	2.0
TECHNICAL INSTRUCTOR	15	0.0	1.0	1.0
<b>Total FTEs</b>		<b>470.0</b>	<b>481.0</b>	<b>11.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>31.4</b>	<b>28.4</b>	<b>(3.0)</b>
<b>Full-Time Equivalents</b>		<b>438.6</b>	<b>452.6</b>	<b>14.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

**Fund Name** : General Fund  
**Business Area** : Solid Waste Management  
**Fund No./Bus. Area No.** : 1000 / 2100

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>2100010002</b>	<b>SWM - Administration Director's Office</b>			
426100	Non-Resident Garbage Fee	505,000	570,000	588,000
426110	Extra Container Garbage Fee	1,466,000	1,542,000	1,542,000
428080	Returned Check Charges	800	800	800
434305	Judgments & Claims	15,000	15,000	15,000
434505	Prior Year Expenditure Recovery	0	2,379	0
452020	Recoveries & Refunds	500	500	500
452030	Miscellaneous Revenue	10,000	10,000	10,000
<b>2100010003</b>	<b>SWM - Administrative Support</b>			
421320	Dumpster Permits	2,520,000	2,600,000	2,684,000
421630	Administrative Fee - Licenses & Permits	359,000	347,000	347,000
<b>Total</b>	<b>Solid Waste Management</b>	<b>4,876,300</b>	<b>5,087,679</b>	<b>5,187,300</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Solid Waste Management  
 Fund No./Bus. Area No. : 1000 / 2100

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	17,315,136	18,139,001	18,139,001	18,465,362
500030	Salary Part Time - Civilian	56,090	243,359	243,359	274,076
500060	Overtime - Civilian	1,353,132	1,607,027	1,607,027	1,574,408
500090	Premium Pay - Civilian	28,198	0	0	0
500110	Bilingual Pay - Civilian	17,214	19,962	19,962	19,962
500180	Temporary Employees	145,715	0	0	0
500210	Pay for Performance-Municipal	74,750	192,843	192,843	192,843
500250	HOPE Union Business Usage	163	0	0	0
501070	Pension - Civilian	4,016,339	4,582,839	4,582,839	5,052,124
501120	Termination Pay - Civilian	538,782	238,807	238,807	410,307
502010	FICA - Civilian	1,413,065	1,523,287	1,523,287	1,546,007
503010	Health Ins-Act Civilian	3,620,021	3,671,569	3,671,569	3,557,086
503015	Basic Life Insurance - Active Civilian	10,006	10,520	10,520	10,722
503060	Long Term Disability-Civilian	35,960	36,777	36,777	37,969
503090	Workers Compensation-Civilian-Admin	92,687	114,919	114,919	133,504
503100	Workers Compensation-Civilian-Claim	729,351	365,642	365,642	479,742
504030	Unemployment Claims - Administration	24,476	15,855	15,855	15,855
<b>Total</b>	<b>Personnel Services</b>	<b>29,471,085</b>	<b>30,762,407</b>	<b>30,762,407</b>	<b>31,769,967</b>
511010	Chemical Gases & Special Fluids	(362)	1,500	1,500	1,500
511015	Cleaning & Sanitary Supplies	79,416	93,385	93,385	93,385
511020	Construction Materials	7,264	10,000	10,000	10,000
511025	Electrical Hardware & Parts	438	1,000	1,000	1,000
511035	Meters Hydrants & Plumbing Supplies	237	0	0	0
511045	Computer Supplies	3,755	7,553	7,553	7,553
511050	Paper & Printing Supplies	2,823	2,150	2,150	2,150
511055	Publications & Printed Materials	1,938	965	965	965
511060	Postage	18,922	20,110	20,110	20,110
511070	Miscellaneous Office Supplies	50,537	49,698	50,202	50,202
511090	Medical & Surgical Supplies	751	4,600	4,600	4,600
511095	Small Technical & Scientific Equipment	0	12,000	12,000	9,000
511110	Fuel	5,959,994	5,759,583	5,759,583	5,731,362
511115	Vehicle Repair & Maintenance Supplies	(663)	1,000	1,000	1,000
511120	Clothing	81,704	137,301	136,797	119,597
511125	Food Supplies	20,694	53,300	53,300	42,300
511140	Landscaping & Gardening Supplies	0	6,000	6,000	6,000
511145	Small Tools & Minor Equipment	29,006	62,571	62,571	62,151
511150	Miscellaneous Parts & Supplies	114,686	137,770	137,770	137,770
<b>Total</b>	<b>Supplies</b>	<b>6,371,140</b>	<b>6,360,486</b>	<b>6,360,486</b>	<b>6,300,645</b>
520100	Temporary Personnel Services	529,313	310,761	310,761	300,000
520105	Accounting & Auditing Services	9,500	0	0	0
520109	Medical Dental & Laboratory Services	36,892	28,000	28,000	28,000
520114	Miscellaneous Support Services	3,731	6,169	6,169	6,169
520115	Real Estate Lease/Office Rental	0	5,985	5,985	5,985
520116	Parking Services Contract	4,800	19,000	19,000	19,000
520118	Refuse Disposal	12,448,702	12,577,358	12,577,358	13,015,186
520119	Computer Eq/SW Mnt	9,385	10,385	10,385	10,385
520121	IT Application Svcs	325,905	360,525	360,525	378,886
520123	Vehicle & Motor Equipment Services	1,462	0	0	0
520132	Contracts/Sponsorships	3,479,570	3,503,232	3,503,232	3,468,365
520515	Print Shop Services	100,879	34,558	34,558	34,558
520520	Printing & Reproduction Services	0	7,000	7,000	8,404
520605	Advertising Services	1,179	10,000	10,000	6,210
520705	Insurance Fees	78,424	95,101	95,101	82,998
520725	Assessments - Other Governments	0	1,600	1,600	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Solid Waste Management  
 Fund No./Bus. Area No. : 1000 / 2100

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520765	Membership & Professional Fees	19,300	9,061	9,061	9,061
520805	Education & Training	75,330	31,670	31,670	31,670
520815	Tuition Reimbursement	1,500	0	0	0
520905	Travel - Training Related	39,540	7,100	7,100	7,100
520910	Travel - Non-Training Related	9,525	5,800	5,800	5,800
521405	Building Maintenance Services	123,244	157,671	157,671	139,066
521410	Sewer Services	49,882	68,208	68,208	68,208
521415	Land and Grounds Maintenance	490	0	0	0
521505	Electricity	234,750	239,201	239,201	215,521
521510	Natural Gas	27,689	21,339	21,339	23,904
521605	Data Services	90,628	147,902	147,902	195,403
521610	Voice Services	162,037	172,691	172,691	150,657
521620	Voice Equipment	550	4,523	4,523	1,360
521625	Voice Labor	2,454	5,734	5,734	8,839
521630	GIS Revolving Fund Services	20,397	95,361	95,361	49,943
521635	Voice Services -Wireless	43,987	36,539	36,539	42,196
521705	Vehicle/Equipment Rental/Lease	15,247	20,000	20,000	20,000
521715	Office Equipment Rental	32,466	57,010	57,010	57,010
521725	Other Rental	520	0	0	0
521730	Parking Space Rental	17,702	41,610	41,610	41,610
521735	Hobby Parking Space Rental	11,775	12,000	12,000	12,000
522305	Freight Charges	216	1,600	1,600	600
522430	Misc Othr Svcs & Chrg	324,231	363,000	363,000	363,000
522435	Interest Charges Past Due Accounts	144	0	0	0
522720	Interfund Payroll Services	(163)	0	0	0
522721	Interfund HR Client Services	332,066	497,737	497,737	505,957
522722	KRONOS Service Chargeback	19,623	20,711	20,711	25,222
522723	Drainage Fee Service Chargeback	67,794	67,800	67,800	67,800
522735	Interfund Communication Equipment Repair	0	64,550	64,550	64,550
522845	Interfund Vehicle Services	14,877,189	16,096,169	16,096,169	17,044,706
<b>Total</b>	<b>Other Services and Charges</b>	<b>33,629,855</b>	<b>35,214,661</b>	<b>35,214,661</b>	<b>36,515,329</b>
560220	Vehicles	1,409,500	0	0	0
560810	Cap Exp-Controlled Equipment	10,165	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>1,419,665</b>	<b>0</b>	<b>0</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	3,833	0	0	0
551015	Non-Capital Computer Equipment	3,703	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>7,536</b>	<b>0</b>	<b>0</b>	<b>0</b>
532020	Transfers to Capital Projects	118,501	118,501	118,501	118,501
532025	Transfers to Special Revenues	679,911	477,345	477,345	577,345
532120	Transfer to Fleet/Eq	1,858,733	1,858,733	1,858,733	1,375,877
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>2,657,145</b>	<b>2,454,579</b>	<b>2,454,579</b>	<b>2,071,723</b>
<b>Grand Total Expenditures</b>		<b>73,556,426</b>	<b>74,792,133</b>	<b>74,792,133</b>	<b>76,657,664</b>



## HUMAN AND CULTURAL SERVICES DEPARTMENTS

Health and Human Services.....	V - 2
Housing and Community Development.....	V - 14
Library.....	V - 20
Neighborhoods.....	V - 30
Parks and Recreation.....	V - 40



# HEALTH AND HUMAN SERVICES DEPARTMENT

## Department Description and Mission

The Health and Human Services Department (HDHHS) works with the community to promote and protect the health and social well being of Houstonians. To accomplish this mission, the department's programs and activities are structured within seven priority areas:

- Protect the community from communicable disease
- Optimize the health of mothers, infants, and children
- Promote environmental health
- Promote well-being through human services
- Reduce the incidence of chronic disease
- Prepare for a health disaster
- Provide the community with information

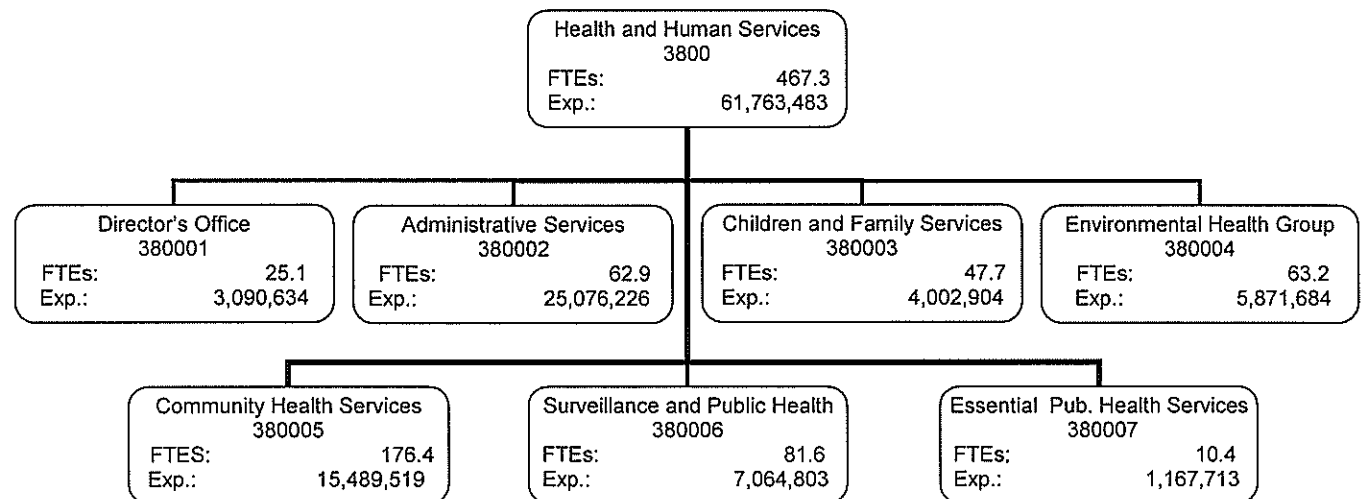
### Department Short Term Goals

- Prevent the spread of communicable diseases
- Protect against environmental hazards
- Assure quality and accessible community-wide health and human services
- Educate, promote and encourage healthy behaviors
- Improve the public health infrastructure
- Collect, analyze and disseminate health data
- Provide leadership, planning and policy development
- Assure a competent public health workforce

### Department Long Term Goals

- Improve communicable/infectious disease identification and control
- Improve the environment and environmental outcomes in the City
- Improve departmental infrastructure to provide effective and efficient services to the community
- Improve access to health information and disseminate that information.

## Department Organization

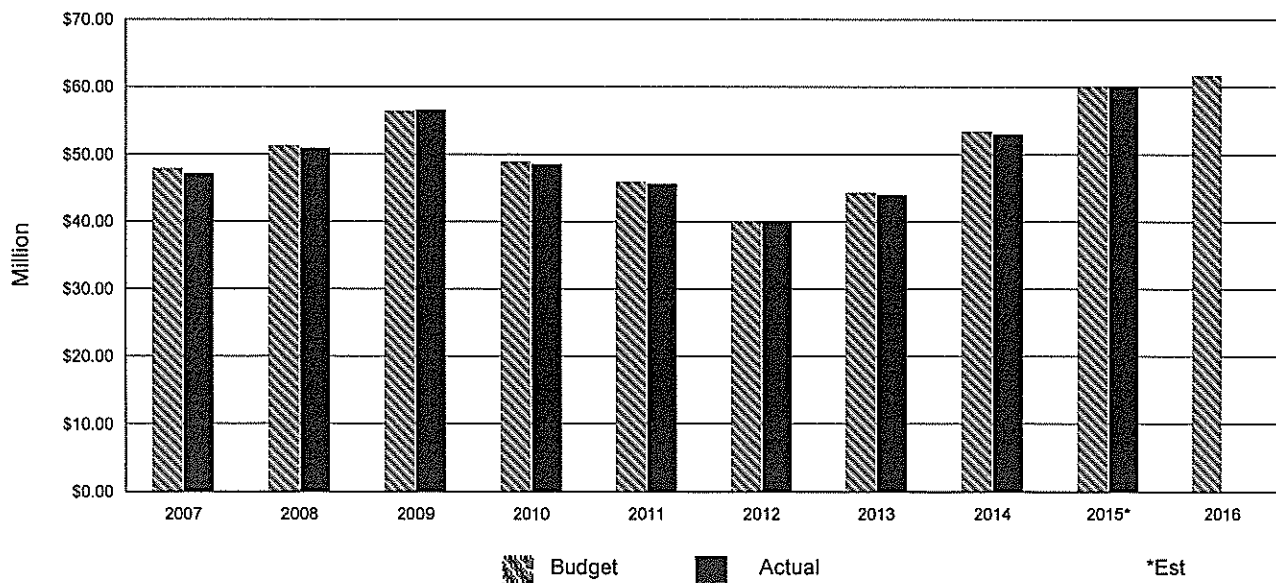


# FISCAL YEAR 2016 BUDGET

## Business Area Budget Summary

Fund Name : General Fund					
Business Area : Health and Human Services					
Fund No. /Bus. Area No. : 1000 / 3800					
		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	35,967,353	38,534,045	38,534,045	38,863,807
	Supplies	1,344,606	1,201,323	1,201,323	1,390,759
	Other Services and Charges	15,495,727	20,186,098	20,186,098	21,508,917
	Equipment	57,738	150,388	150,388	0
	Non-Capital Equipment	119,507	60,400	60,400	0
	Total M & O Expenditures	52,984,931	60,132,254	60,132,254	61,763,483
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	52,984,931	60,132,254	60,132,254	61,763,483
Revenues		21,082,848	22,477,138	25,453,000	26,687,100
Staffing	Full-Time Equivalents - Civilian	484.4	470.8	470.8	467.3
	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	484.4	470.8	470.8	467.3
	Full-Time Equivalents - Overtime	7.6	2.4	2.4	2.9
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o The FY2016 Budget includes \$443,000 for contract escalation for the Holcombe Lab lease.				
	o The FY2016 revenues increase primarily due to Consumer Price Index (CPI) increases.				
	o The FY2016 Budget includes an increase in 1115 Waiver Intergovernmental Transfer (IGT) payment of approximately \$757,000 as well as increases in associated revenue.				

**Health and Human Services  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

<b>Business Area Performance Measures</b>					
<b>Fund Name : General Fund</b> <b>Business Area : Health and Human Services</b> <b>Fund No. /Bus. Area No. : 1000 / 3800</b>					
<b>Performance Measure</b>	<b>Priority</b>	<b>FY2014 Actual</b>	<b>FY2015 Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Air Quality Inspections within 24 Hours of Complaint	P	96%	100%	99%	100%
Air, Water and Waste Investigations	P	2,871	2,800	2,800	2,800
Clean Rivers Sites Monitored	Q,P	1,170	1,197	1,200	1,197
Clients with a Medical Home (Healthy Families)	Q	98%	98%	98%	98%
Emergency Preparedness/BT/BW Tests Performed	Q	120,858	108,000	120,000	110,150
Family Planning Clinic Encounters	Q,F	10,046	11,000	8,200	9,000
Food Establishment Complaints	Q,P	2,717	2,760	2,403	2,403
Food Facility Inspections	P	34,106	34,338	35,049	35,568
Food Facility Inspections Completed on Time	Q,P	100%	100%	99%	100%
Home Delivery and Congregate Meals Served	Q	1,261,131	1,560,000	1,427,779	1,463,473
Jail Health Encounters	Q,P	141,847	141,000	115,000	112,000
Laboratory Test Performed	Q	460,185	430,000	350,000	440,716
Priority Disease Investigations Initiated within 24 Hours of Receipt	Q	100%	90%	100%	100%
Safety Net Dental Encounters	Q,P	8,328	9,000	7,000	7,500
STD Clinic Encounters	P,Q,F	18,917	15,000	16,176	15,000
Student Vision Program Participants	Q	5,690	10,000	9,024	10,000
Expenditures Budget vs Actual Utilization	F	99%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	86%	100%	113%	100%
<p>Mayor's Five Priorities:    Jobs and Sustainable Development (J)                      Public Safety (P)                      Infrastructure (I)</p> <p>   Fiscal Responsibility (F)                      Quality of Life (Q)</p>					

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : General Fund</b> <b>Business Area : Health and Human Services</b> <b>Fund No. /Bus Area No. : 1000 / 3800</b>						
<b>Division Description</b>	<b>FY2014 Actual FTEs</b>	<b>Costs \$</b>	<b>FY2015 Estimate FTEs</b>	<b>Costs \$</b>	<b>FY2016 Budget FTEs</b>	<b>Costs \$</b>
<b>Director Office Group 380001</b> The Director's Office provides oversight and input related to legislative and health policy issues, facilitates department strategic planning and acts as liaison to community stakeholders, provides direction for administrative support, management and programmatic issues. Coordinates strategic planning, program evaluation, project partnership and policy development support and media relations.	44.5	4,529,309	32.9	3,415,320	25.1	3,090,634
<b>Administrative Services Division 380002</b> 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.	67.3	18,161,602	68.4	24,114,092	62.9	25,076,226
<b>Children and Family Services 380003</b> Promotes good maternal and child health through nutritional support and education with Women, Infants, and Children (WIC). Promotes the well-being and quality of life for seniors, and assists with oral health and preventive dental services for at-risk Houston children.	31.2	2,596,993	30.1	2,630,645	47.7	4,002,904
<b>Environmental Health Services 380004</b> The Environmental Health Division consists of the Bureau of Pollution Control and Prevention (BPCP), Bureau of Consumer Health Services (BCHS), and Bureau of Community and Children's Environmental Health (BCCEH).	66.3	5,889,989	63.3	5,813,116	63.2	5,871,684
<b>Community Health Services 380005</b> 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, and Immunizations.	189.2	14,855,041	194.1	16,377,652	176.4	15,489,519
<b>Surveillance &amp; Public Health Preparedness 380006</b> Surveillance and Public Health Preparedness consists of Epidemiology, Laboratory Services, Jail Health and Public Health Preparedness.	79.1	6,807,671	81.3	6,973,601	81.6	7,064,803

**FISCAL YEAR 2016 BUDGET**

**Division Summary**

**Fund Name** : General Fund  
**Business Area** : Health and Human Services  
**Fund No. /Bus Area No.** : 1000 / 3800

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>EssentialPubHlthSrv</b> <b>380007</b> The Division of Aging, Chronic Disease, and Injury Prevention (ACDIP) provides individual and population based services for Houstonians across the age life-span. Activities and services provided include adolescent health and youth development, chronic disease prevention and management, and services for seniors.	6.8	144,326	0.7	807,828	10.4	1,167,713
<b>Total</b>	<b>484.4</b>	<b>52,984,931</b>	<b>470.8</b>	<b>60,132,254</b>	<b>467.3</b>	<b>61,763,483</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Health and Human Services  
**Fund No./Bus. Area No. :** 1000 / 3800

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNT CLERK	10	1.0	1.0	0.0
ACCOUNTANT MANAGER	27	2.0	2.0	0.0
ADMINISTRATION MANAGER	26	4.0	6.3	2.3
ADMINISTRATION MANAGER (EXE LEV)	26	3.4	0.0	(3.4)
ADMINISTRATIVE ASSISTANT	17	7.1	10.8	3.7
ADMINISTRATIVE ASSOCIATE	13	4.0	2.0	(2.0)
ADMINISTRATIVE COORDINATOR	24	5.8	7.2	1.4
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	1.0	1.0	0.0
ADMINISTRATIVE SPECIALIST	20	4.0	4.6	0.6
ADMINISTRATIVE SUPERVISOR	22	7.0	7.0	0.0
ASSISTANT BUYER	12	0.0	2.0	2.0
ASSISTANT DIRECTOR (EXE LEV)	32	3.0	3.8	0.8
ASSISTANT DIRECTOR-PUBLIC HEALTH (EXE LEV)	33	0.8	0.2	(0.6)
BUREAU CHIEF,DDS	30	0.0	1.0	1.0
BUREAU CHIEF,PUBLIC HEALTH (EXE LEV)	30	5.6	6.9	1.3
BUYER	16	0.0	4.0	4.0
CENTER ADMINISTRATOR	25	1.0	1.0	0.0
CHEMIST I	14	1.0	1.0	0.0
CHEMIST II	17	4.0	3.0	(1.0)
CHEMIST III	21	3.0	3.0	0.0
CHEMIST IV	23	4.0	4.0	0.0
CHIEF NURSE,RN	25	3.0	2.8	(0.2)
CHIEF PHARMACIST	27	1.0	1.0	0.0
CHIEF PHYSICIAN,MD	35	1.5	3.6	2.1
CHIEF SANITARIAN	28	2.4	2.4	0.0
CLINIC ASSISTANT	9	30.8	32.0	1.2
COMMUNICATIONS TECHNICIAN	15	1.0	1.0	0.0
COMMUNICATIONS TECHNICIAN SUPERVISOR	25	1.0	1.0	0.0
COMMUNITY LIAISON	18	11.0	11.0	0.0
COMMUNITY RELATIONS SPECIALIST	11	20.8	17.4	(3.4)
COUNSELOR	20	6.0	2.7	(3.3)
CUSTOMER SERVICE CLERK	10	6.9	15.2	8.3
CUSTOMER SERVICE REP. I	13	24.0	21.2	(2.8)
CUSTOMER SERVICE REP. II	15	2.0	1.0	(1.0)
CUSTOMER SERVICE REP. III	16	0.4	3.7	3.3
CUSTOMER SERVICE SECTION CHIEF	22	0.0	0.3	0.3
CUSTOMER SERVICE SUPERVISOR	18	4.0	4.0	0.0
DENTAL ASSISTANT	9	16.0	15.0	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	3.0	3.0	0.0
DEPUTY DIRECTOR (EXE LEV)	34	1.0	1.0	0.0
DIRECTOR OF PUBLIC HEALTH	37	1.0	1.0	0.0
DIVISION MANAGER	29	0.0	1.0	1.0
DIVISION MANAGER (EXE LEV)	29	9.0	8.8	(0.2)
ENGINEER	26	1.0	1.0	0.0
ENVIRONMENTAL INVESTIGATOR II	16	1.0	1.0	0.0
ENVIRONMENTAL INVESTIGATOR III	20	8.0	5.0	(3.0)
ENVIRONMENTAL INVESTIGATOR IV	23	2.0	4.0	2.0
ENVIRONMENTAL INVESTIGATOR V	28	1.8	2.7	0.9
EPIDEMIOLOGIST SUPERVISOR	24	1.0	1.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Health and Human Services  
**Fund No./Bus. Area No. :** 1000 / 3800

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
EXECUTIVE OFFICE ASSISTANT	15	3.0	2.0	(1.0)
EXECUTIVE STAFF ANALYST (EXE LEV)	30	0.5	0.5	0.0
FINANCIAL ANALYST III	21	1.0	1.0	0.0
FINANCIAL ANALYST IV	25	8.0	9.0	1.0
FIXED ASSET MANAGER	25	1.0	1.0	0.0
FIXED ASSET SPECIALIST	13	2.0	2.0	0.0
GRADUATE ENGINEER	22	2.0	2.0	0.0
HEALTH PLANNING CHIEF	24	1.0	1.0	0.0
HUMAN SERVICE PROGRAM MANAGER	25	8.0	8.0	0.0
INVENTORY MANAGEMENT CLERK	9	2.4	2.4	0.0
IT PROJECT MANAGER	28	0.1	0.1	0.0
JAIL MEDICAL SPECIALIST	17	14.0	19.0	5.0
LABORATORY MANAGER	28	2.0	2.0	0.0
LABORATORY SUPERVISOR	24	6.4	6.4	0.0
LABORATORY TECHNICIAN	6	8.0	6.0	(2.0)
LICENSED VOCATIONAL NURSE	12	9.0	9.0	0.0
MANAGEMENT ANALYST II	18	3.0	2.0	(1.0)
MANAGEMENT ANALYST III	21	2.1	4.0	1.9
MANAGEMENT ANALYST IV	25	4.0	3.8	(0.2)
MANAGEMENT INTERN	11	2.1	3.0	0.9
MEDICAL RECORDS SUPERVISOR	19	2.0	2.0	0.0
MESSENGER	6	1.0	1.0	0.0
MICROBIOLOGIST I	14	4.0	6.0	2.0
MICROBIOLOGIST II	17	10.3	7.7	(2.6)
MICROBIOLOGIST III	21	6.0	8.0	2.0
MICROBIOLOGIST IV	23	4.0	4.0	0.0
NURSE PRACTITIONER	26	9.5	7.3	(2.2)
OFFICE SUPERVISOR	17	0.3	0.0	(0.3)
PHARMACY TECHNICIAN	9	2.0	2.0	0.0
PHYSICIAN,MD	33	4.6	3.1	(1.5)
PROCUREMENT SPECIALIST	24	2.0	2.0	0.0
PROGRAMMER ANALYST IV	25	2.0	2.0	0.0
PROJECT MANAGER	24	1.0	0.0	(1.0)
PUBLIC HEALTH CLERK	8	15.0	2.0	(13.0)
PUBLIC HEALTH DENTIST,DDS	26	1.0	0.8	(0.2)
PUBLIC HEALTH EDUCATION TECHNICIAN	10	0.8	0.8	0.0
PUBLIC HEALTH EDUCATOR	14	2.0	3.0	1.0
PUBLIC HEALTH INVESTIGATOR	12	2.0	1.0	(1.0)
PUBLIC HEALTH INVESTIGATOR SUPERVISOR	21	2.0	2.0	0.0
PUBLIC HEALTH NURSE III	21	1.8	0.8	(1.0)
PUBLIC HEALTH NURSE IV	22	14.0	13.3	(0.7)
PUBLIC HEALTH NURSING CHIEF	27	1.0	1.0	0.0
PUBLIC HEALTH PARAMEDIC	17	6.0	0.0	(6.0)
PUBLIC INFORMATION OFFICER	26	0.5	0.5	0.0
SANITARIAN I	14	6.4	6.4	0.0
SANITARIAN II	17	8.8	8.8	0.0
SANITARIAN III	21	10.4	10.4	0.0
SENIOR ACCOUNT CLERK	13	7.0	7.0	0.0
SENIOR BUYER	22	1.0	0.0	(1.0)

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Health and Human Services  
**Fund No./Bus. Area No. :** 1000 / 3800

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
SENIOR CLINICAL EDUCATION COORDINATOR	20	1.0	1.0	0.0
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	0.0
SENIOR COMPUTER OPERATOR	14	1.0	1.0	0.0
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.2	0.2
SENIOR COUNSELOR	22	6.0	3.0	(3.0)
SENIOR CUSTOMER SERVICE CLERK	12	8.6	10.0	1.4
SENIOR DATA BASE ANALYST	25	1.0	1.0	0.0
SENIOR HEALTH PLANNER	20	1.0	0.0	(1.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	5.0	5.0	0.0
SENIOR JAIL MEDICAL SPECIALIST	19	3.0	3.0	0.0
SENIOR MICROCOMPUTER ANALYST	23	1.0	1.0	0.0
SENIOR OFFICE ASSISTANT	12	2.0	0.0	(2.0)
SENIOR PROJECT MANAGER	27	1.0	2.0	1.0
SENIOR PUBLIC HEALTH DENTIST,DDS	28	5.0	5.0	0.0
SENIOR PUBLIC HEALTH EDUCATOR	18	2.5	2.5	0.0
SENIOR PUBLIC HEALTH INVESTIGATOR	16	7.0	8.0	1.0
SENIOR STAFF ANALYST	28	3.0	6.5	3.5
SENIOR STAFF ANALYST (EXE LEV)	28	3.4	1.2	(2.2)
SENIOR TRAINER	21	1.0	1.0	0.0
STAFF ANALYST	26	6.1	7.4	1.3
STAFF ANALYST (EXE LEV)	26	1.5	0.0	(1.5)
STAFF EPIDEMIOLOGIST	22	6.1	6.6	0.5
STAFF PHARMACIST	25	1.0	1.0	0.0
SURVEILLANCE INVESTIGATOR-EPIDEMIOLOGY	17	2.0	2.0	0.0
SYSTEMS CONSULTANT	26	0.5	0.5	0.0
SYSTEMS SUPPORT ANALYST I	16	0.0	0.2	0.2
SYSTEMS SUPPORT ANALYST II	19	2.2	2.0	(0.2)
SYSTEMS SUPPORT ANALYST IV	25	1.0	1.0	0.0
TECHNICAL HARDWARE ANALYST I	17	1.0	1.0	0.0
X-RAY TECHNICIAN	13	2.0	2.0	0.0
<b>Total FTEs</b>		<b>508.2</b>	<b>500.8</b>	<b>(7.4)</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>37.4</b>	<b>33.5</b>	<b>(3.9)</b>
<b>Full-Time Equivalents</b>		<b>470.8</b>	<b>467.3</b>	<b>(3.5)</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Health and Human Services  
 Fund No./Bus. Area No. : 1000 / 3800

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>3800020009</b>	<b>HHS-Department Wide</b>			
422153	Intergovernmental Revenue - 1115 Waiver	10,064,538	13,280,800	14,050,200
425110	Indirect Cost Recovery-Grants	2,122,400	2,050,000	2,050,000
426330	Miscellaneous Copies Fees	1,000	5,000	3,400
428080	Returned Check Charges	500	1,600	1,000
434305	Judgments & Claims	0	100	0
447020	Garage Parking Revenue	180,000	180,000	184,100
<b>3800040003</b>	<b>HHS-Plt,Cnt,&amp;Pre-Air</b>			
421060	Miscellaneous Health Permits	1,150,000	1,300,000	1,214,200
421630	Administrative Fee - Licenses & Permits	0	30,900	69,800
<b>3800040006</b>	<b>HHS-Consumer Health</b>			
421010	Special Food Permits	1,299,200	1,351,700	1,387,300
421020	Food Dealers Permits	3,748,200	3,743,700	4,017,000
421030	Food Managers Permits	483,700	450,900	486,900
421040	Mobile Food Vendor Licenses	473,200	515,200	528,800
421630	Administrative Fee - Licenses & Permits	164,800	204,600	172,400
<b>3800050001</b>	<b>HHS-Office Prog Supp</b>			
426420	Building Space Rental Fees	450,000	248,200	446,500
426430	Facility Rental Fees	62,400	62,400	62,400
434340	Cashier Overages	100	0	0
452030	Miscellaneous Revenue	100	0	0
<b>3800050002</b>	<b>HHS-MaternlChildHlth</b>			
422010	Medicaid Title XIX	450,000	200,000	196,000
<b>3800050004</b>	<b>HHS - Oral Health</b>			
426130	Dental Fees	11,000	7,000	6,000
<b>3800060003</b>	<b>HHS-Vital Records</b>			
426300	Certified Copies Fees	1,800,000	1,800,000	1,800,000
434340	Cashier Overages	0	2,400	2,100
452030	Miscellaneous Revenue	16,000	18,500	9,000
<b>Total</b>	<b>Health and Human Services</b>	<b>22,477,138</b>	<b>25,453,000</b>	<b>26,687,100</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Health and Human Services  
**Fund No./Bus. Area No. :** 1000 / 3800

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	23,299,916	24,507,714	24,507,714	24,606,385
500030	Salary Part Time - Civilian	795,889	846,349	846,349	759,997
500060	Overtime - Civilian	343,399	269,057	269,057	199,000
500090	Premium Pay - Civilian	27,194	25,300	25,300	24,000
500110	Bilingual Pay - Civilian	114,466	128,840	128,840	112,020
500210	Pay for Performance-Municipal	1,100	0	0	0
500240	HOPE Community Service Usage	154	0	0	0
500250	HOPE Union Business Usage	1,395	1,700	1,700	0
501060	Moving Expenses	0	17,943	17,943	0
501070	Pension - Civilian	5,337,328	6,145,261	6,145,261	6,732,286
501120	Termination Pay - Civilian	213,727	231,200	231,200	228,600
501160	Vehicle Allowance - Civilian	526	0	0	0
502010	FICA - Civilian	1,817,306	1,960,313	1,960,313	1,947,371
503010	Health Ins-Act Civilian	3,683,352	3,986,944	3,986,944	3,888,639
503015	Basic Life Insurance - Active Civilian	13,587	14,383	14,383	14,013
503060	Long Term Disability-Civilian	35,704	39,515	39,515	39,426
503090	Workers Compensation-Civilian-Admin	82,742	125,551	125,551	139,720
503100	Workers Compensation-Civilian-Claim	157,957	130,611	130,611	136,022
504030	Unemployment Claims - Administration	41,611	103,364	103,364	36,328
<b>Total</b>	<b>Personnel Services</b>	<b>35,967,353</b>	<b>38,534,045</b>	<b>38,534,045</b>	<b>38,863,807</b>
511010	Chemical Gases & Special Fluids	218	500	500	300
511015	Cleaning & Sanitary Supplies	36,994	18,800	18,800	18,000
511020	Construction Materials	597	0	0	100
511025	Electrical Hardware & Parts	39	500	500	200
511030	Mechanical Hardware & Parts	112	4,000	4,000	100
511045	Computer Supplies	110,854	50,500	50,500	39,600
511050	Paper & Printing Supplies	8,728	9,400	9,400	16,500
511055	Publications & Printed Materials	8,607	14,700	14,700	13,100
511060	Postage	72,018	28,300	28,300	61,400
511070	Miscellaneous Office Supplies	170,259	167,800	167,800	163,555
511080	General Laboratory Supplies	379,076	337,813	337,813	207,900
511085	Drugs & Medical Chemicals	129,679	141,300	141,300	276,400
511090	Medical & Surgical Supplies	68,737	65,300	65,300	166,500
511095	Small Technical & Scientific Equipment	424	3,200	3,200	1,900
511110	Fuel	237,327	243,310	243,310	241,354
511115	Vehicle Repair & Maintenance Supplies	(5,672)	1,100	1,100	1,100
511120	Clothing	8,893	11,000	11,000	14,900
511125	Food Supplies	35,097	46,900	46,900	39,700
511135	Recreational Supplies	244	0	0	0
511145	Small Tools & Minor Equipment	2,417	1,000	1,000	1,800
511150	Miscellaneous Parts & Supplies	79,934	55,900	55,900	126,350
511165	Fire Fighting Equipment	24	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>1,344,606</b>	<b>1,201,323</b>	<b>1,201,323</b>	<b>1,390,759</b>
520100	Temporary Personnel Services	1,164,810	750,000	750,000	910,300
520101	Janitorial Services	37,790	28,800	28,800	27,200
520102	Security Services	19,612	39,800	39,800	34,700
520103	Subrecipient Contract Services	47,968	191,200	191,200	322,900

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Health and Human Services  
**Fund No./Bus. Area No. :** 1000 / 3800

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520105	Accounting & Auditing Services	13,000	12,900	12,900	29,300
520106	Architectural Services	0	200	200	0
520108	Information Resource Services	26,773	31,700	31,700	57,200
520109	Medical Dental & Laboratory Services	18,634	16,000	16,000	11,600
520110	Management Consulting Services	0	2,100	2,100	200
520114	Miscellaneous Support Services	60,287	43,200	43,200	35,200
520115	Real Estate Lease/Office Rental	466,380	448,679	448,679	947,740
520119	Computer Eq/SW Mnt	45,240	15,100	15,100	11,100
520120	Communications Equipment Services	2,613	2,000	2,000	9,700
520121	IT Application Svcs	566,933	676,630	676,630	621,152
520123	Vehicle & Motor Equipment Services	25,160	300	300	500
520124	Other Equipment Services	15,092	36,100	36,100	10,000
520126	Construction Site Work Services	(30,000)	0	0	0
520128	Other Construction Work Services	1,945	2,000	2,000	2,000
520157	Computer Software Maintenance Services	59,236	20,600	20,600	20,900
520158	Computer Equipment Maintenance Services	1,571	0	0	0
520159	Non-Sub-Recipient Grant Contract	275,011	200,700	200,700	152,700
520510	Mail/Delivery Services	741	2,300	2,300	2,300
520515	Print Shop Services	47,612	69,800	69,800	64,700
520520	Printing & Reproduction Services	459	7,500	7,500	7,900
520605	Advertising Services	(21,527)	5,200	5,200	700
520705	Insurance Fees	286,063	336,305	336,305	301,376
520725	Assessments - Other Governments	89,298	111,000	111,000	111,000
520760	Contributions	(128)	0	0	0
520763	Intergovernmental Contribution-1115 Waiver	8,456,901	12,892,778	12,892,778	13,650,174
520765	Membership & Professional Fees	157,134	144,000	144,000	142,300
520805	Education & Training	132,848	167,200	167,200	121,200
520815	Tuition Reimbursement	302	0	0	0
520900	CIP-Capital Equipment Acquisition	0	7,400	7,400	0
520905	Travel - Training Related	199,319	208,200	208,200	227,897
520910	Travel - Non-Training Related	56,442	54,400	54,400	47,500
521415	Land and Grounds Maintenance	199	0	0	0
521435	Water Services	67	0	0	0
521510	Natural Gas	8	100	100	0
521605	Data Services	458,014	442,997	442,997	424,936
521610	Voice Services	780,134	808,337	808,337	699,004
521620	Voice Equipment	60,358	27,139	27,139	8,159
521625	Voice Labor	49,854	34,406	34,406	53,031
521630	GIS Revolving Fund Services	39,899	81,642	81,642	62,038
521635	Voice Services -Wireless	288,636	228,365	228,365	272,678
521705	Vehicle/Equipment Rental/Lease	(1,272)	1,800	1,800	13,200
521715	Office Equipment Rental	159,097	132,700	132,700	162,300
521720	Computer Equipment Rental	23,547	0	0	0
521725	Other Rental	74,338	57,900	57,900	69,600
521730	Parking Space Rental	2,565	2,600	2,600	2,800
521735	Hobby Parking Space Rental	75	100	100	0
522305	Freight Charges	480	500	500	500
522410	Cashier Shortages	452	700	700	400
522430	Misc Othr Svcs & Chrg	152,579	245,599	245,599	307,840

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Health and Human Services  
**Fund No./Bus. Area No. :** 1000 / 3800

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
522435	Interest Charges Past Due Accounts	52	300	300	200
522720	Interfund Payroll Services	(1,384)	0	0	0
522721	Interfund HR Client Services	721,954	1,083,638	1,083,638	1,018,695
522722	KRONOS Service Chargeback	20,010	23,869	23,869	29,067
522723	Drainage Fee Service Chargeback	88,539	84,800	84,800	88,600
522765	Interfund Legal Services	1,064	0	0	0
522790	Interfund Inventory Adjustments	0	1,200	1,200	1,200
522835	Scrapping of Inventory for Disposal	505	600	600	600
522840	Houston Permitting Center Rent Chargeback	42,823	60,941	60,941	46,461
522845	Interfund Vehicle Services	309,615	341,773	341,773	366,169
<b>Total</b>	<b>Other Services and Charges</b>	<b>15,495,727</b>	<b>20,186,098</b>	<b>20,186,098</b>	<b>21,508,917</b>
560210	Furniture Fixtures and Equipment	33,678	0	0	0
560220	Vehicles	13,900	150,388	150,388	0
560240	Communication Equipment	10,160	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>57,738</b>	<b>150,388</b>	<b>150,388</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	48,603	31,800	31,800	0
551015	Non-Capital Computer Equipment	27,433	22,600	22,600	0
551020	Non-Capital Communication Equipment	5,242	2,700	2,700	0
551025	Non-Capital Scientific/Medical Equipment	34,779	100	100	0
551040	Non-Capital Other	3,450	3,200	3,200	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>119,507</b>	<b>60,400</b>	<b>60,400</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>52,984,931</b>	<b>60,132,254</b>	<b>60,132,254</b>	<b>61,763,483</b>

## HOUSING AND COMMUNITY DEVELOPMENT

### Department Description and Mission

The Housing and Community Development Department's (HCDD) mission is to provide leadership in the preservation, revitalization and improvement of Houston's low and moderate-income neighborhoods by:

1. Expanding the supply of safe, quality, and affordable housing
2. Improving the infrastructure
3. Providing financial inducement to encourage economic development
4. Providing social and other supportive services necessary for viable neighborhoods

To maximize results, HCDD leverages financial and other resources with those from the public, private and non-profit sectors for the benefit of the citizens of Houston.

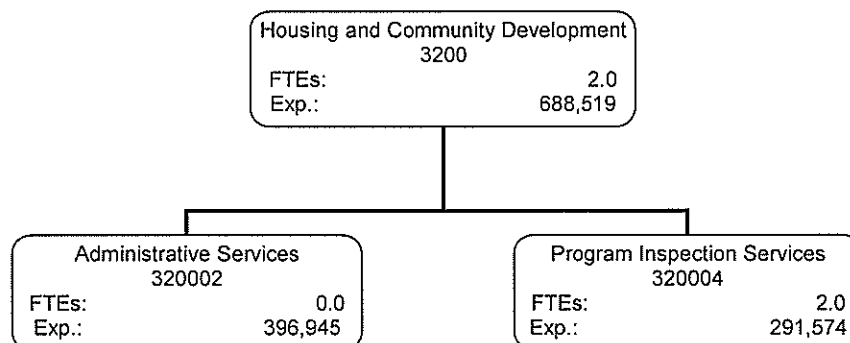
#### Department Short Term Goals

Develop and execute strategies to rehabilitate and reconstruct owner-occupied units, assist eligible residents to become homebuyers and improve multi-family projects, especially in targeted areas of the City, while providing social and other supportive community services to build and retain healthy neighborhoods.

#### Department Long Term Goals

Build the City's affordable housing stock through the conservation of owner-occupied housing and improvement of multi-family units and improve economic conditions leading to the sustainable neighborhoods that will benefit all Houstonians, especially low to moderate-income persons.

### Department Organization

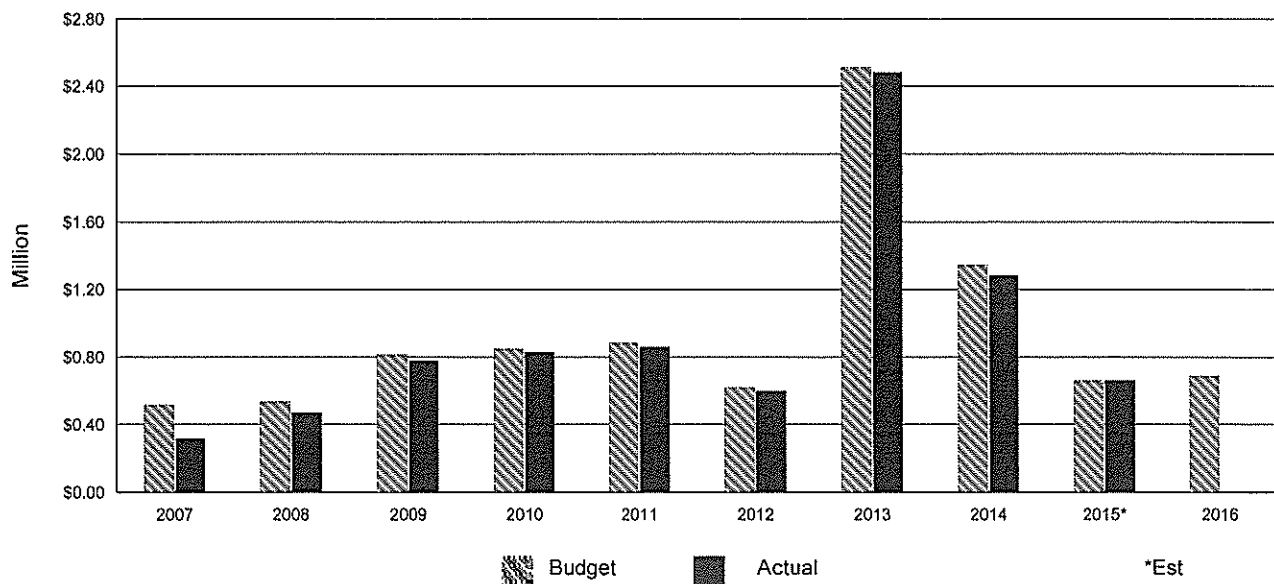


**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name : General Fund</b>					
<b>Business Area : Housing &amp; Community Development</b>					
<b>Fund No. /Bus. Area No. : 1000 / 3200</b>		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	234,768	283,954	283,954	291,574
	Supplies	2,659	0	0	0
	Other Services and Charges	1,047,509	378,704	378,704	396,945
	Total M & O Expenditures	1,284,936	662,658	662,658	688,519
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	1,284,936	662,658	662,658	688,519
Revenues		0	0	0	0
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	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Support affordable housing initiatives through the acquisition of vacant parcels through tax foreclosure sales and redistributing them to affordable housing developers and community housing development organizations.</li> <li>o FY2016 Budget includes general funds to support personnel costs of individuals who have been assigned in part and/or whole to two citywide initiatives: (1) Land Assemblage Redevelopment Authority (LARA) and (2) Service of the Emergency Aid Resource Center for the Homeless (SEARCH) Mobile Outreach Program.</li> <li>o Promote the sale of affordable housing stock to low and moderate-income homebuyers in disadvantaged and underserved communities.</li> </ul>				

**Housing & Community Development  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Housing & Community Development  
**Fund No. /Bus. Area No.** : 1000 / 3200

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Annual CDBG Fund Utilization	Q,F	40%	45%	45%	50%
Disaster Recovery Implementation Utilization - Multi-Family	Q,F	41%	100%	79%	41%
Disaster Recovery Implementation Utilization - Single-Family	Q,F	4%	11%	11%	100%
HOME Fund Utilization	Q,F	29%	44%	44%	38%
Number of Chronically Homeless Housed	F,I,J,P,Q	N/A	500	500	720
TIRZ Affordable Housing Fund Utilization	Q,F	28%	29%	32%	23%
Expenditures Budget vs Actual Utilization	F	95%	98%	100%	98%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Housing &amp; Community Development</b> <b>Fund No. /Bus Area No. : 1000 / 3200</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Administrative Services 320002</b> Ensures the grant awarded for SEARCH initiatives equate to the funding for SEARCH's Mobile Outreach Program to support homeless prevention activities Citywide.	0.0	1,050,108	0.0	378,704	0.0	396,945
<b>HCD - Prgm Insp Services 320004</b> Ensures program compliance of HCDD initiatives. Promotes affordable housing initiatives through the purchase of vacant tax foreclosed properties and their resale to affordable housing developers/contractors and community housing development organizations. Markets "Affordable Housing Programs (AHP)" to potential homebuyers, developers/contractors, and realtors.	2.0	234,828	2.0	283,954	2.0	291,574
<b>Total</b>	<b>2.0</b>	<b>1,284,936</b>	<b>2.0</b>	<b>662,658</b>	<b>2.0</b>	<b>688,519</b>



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**FISCAL YEAR 2016 BUDGET**

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**Business Area Roster Summary**

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**Fund Name** : General Fund  
**Business Area** : Housing & Community Development  
**Fund No./Bus. Area No.** : 1000 / 3200

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<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	0.0
DEPUTY DIRECTOR (EXE LEV)	34	1.0	1.0	0.0
<b>Total FTEs</b>		<u>2.0</u>	<u>2.0</u>	<u>0.0</u>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
<b>Full-Time Equivalents</b>		<u>2.0</u>	<u>2.0</u>	<u>0.0</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Housing & Community Development  
**Fund No./Bus. Area No. :** 1000 / 3200

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	165,279	199,150	199,150	199,404
501070	Pension - Civilian	38,711	50,503	50,503	54,557
501120	Termination Pay - Civilian	(7,087)	0	0	0
501160	Vehicle Allowance - Civilian	0	1,386	1,386	1,386
502010	FICA - Civilian	11,411	14,109	14,109	13,965
503010	Health Ins-Act Civilian	19,202	17,926	17,926	21,316
503015	Basic Life Insurance - Active Civilian	96	116	116	116
503060	Long Term Disability-Civilian	143	170	170	170
503090	Workers Compensation-Civilian-Admin	533	524	524	590
504030	Unemployment Claims - Administration	6,480	70	70	70
<b>Total</b>	<b>Personnel Services</b>	<b>234,768</b>	<b>283,954</b>	<b>283,954</b>	<b>291,574</b>
511070	Miscellaneous Office Supplies	2,659	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>2,659</b>	<b>0</b>	<b>0</b>	<b>0</b>
520103	Subrecipient Contract Services	132,063	133,883	133,883	133,883
520115	Real Estate Lease/Office Rental	189,000	189,000	189,000	189,000
520515	Print Shop Services	60	0	0	0
521630	GIS Revolving Fund Services	2,585	17,940	17,940	31,810
521635	Voice Services -Wireless	103	5,267	5,267	4,757
522430	Misc Othr Svcs & Chrg	6,030	14,804	14,804	14,785
522435	Interest Charges Past Due Accounts	4,621	0	0	0
522620	Claims & Judgments	708,199	0	0	0
522721	Interfund HR Client Services	0	32	32	5,069
522722	KRONOS Service Chargeback	86	93	93	113
522795	Other Interfund Services	4,762	17,685	17,685	17,528
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,047,509</b>	<b>378,704</b>	<b>378,704</b>	<b>396,945</b>
<b>Grand Total Expenditures</b>		<b>1,284,936</b>	<b>662,658</b>	<b>662,658</b>	<b>688,519</b>

# LIBRARY

## Department Description and Mission

The Houston Public Library's (HPL) Mission Statement: We link people to the world.

### Short-Term Goals

Houston Public Library's short-term goals are designed to support the Mayor's Quality of Life, Fiscal Responsibility and Jobs & Sustainable Development priorities.

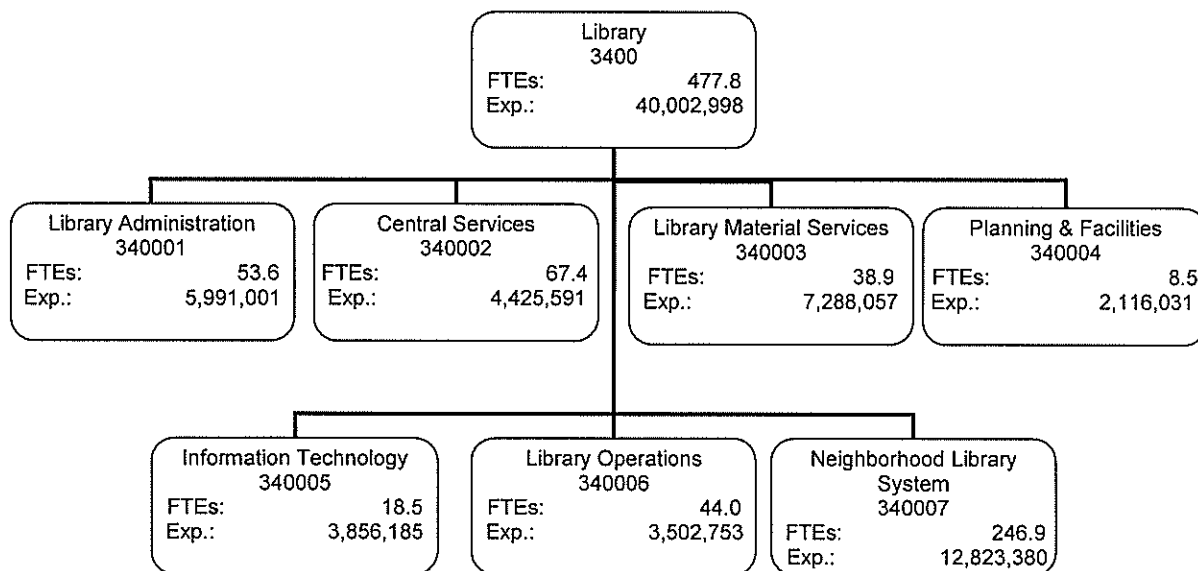
HPL is analyzing research and recommendations provided as a result of its recent strategic planning process. While final decisions about activities, goals and objectives are still under consideration, in FY2016 HPL will begin to organize its activities in support of learning, both formal and informal, for all ages. Our efforts will focus on the needs of local communities, bringing access to resources, innovation and technology both in library buildings and through mobile technologies and direct engagement in the community in support of the following service priorities:

- Lifelong Learning
- Literacy Learning
- Life Skills Learning
- Laboratory Learning
- Lifestyle Learning

### Long Term Goals

- Align resources, services and programs to support learning activities for all ages and stages of life.
- Continue to develop strategic partnerships with other City Departments, community organizations and others that will help move our service priorities forward.
- Continue to implement an extraordinary customer service experience through ongoing training of staff and accountability throughout the organization.
- Continue efforts to increase awareness of library service offerings.

## Department Organization



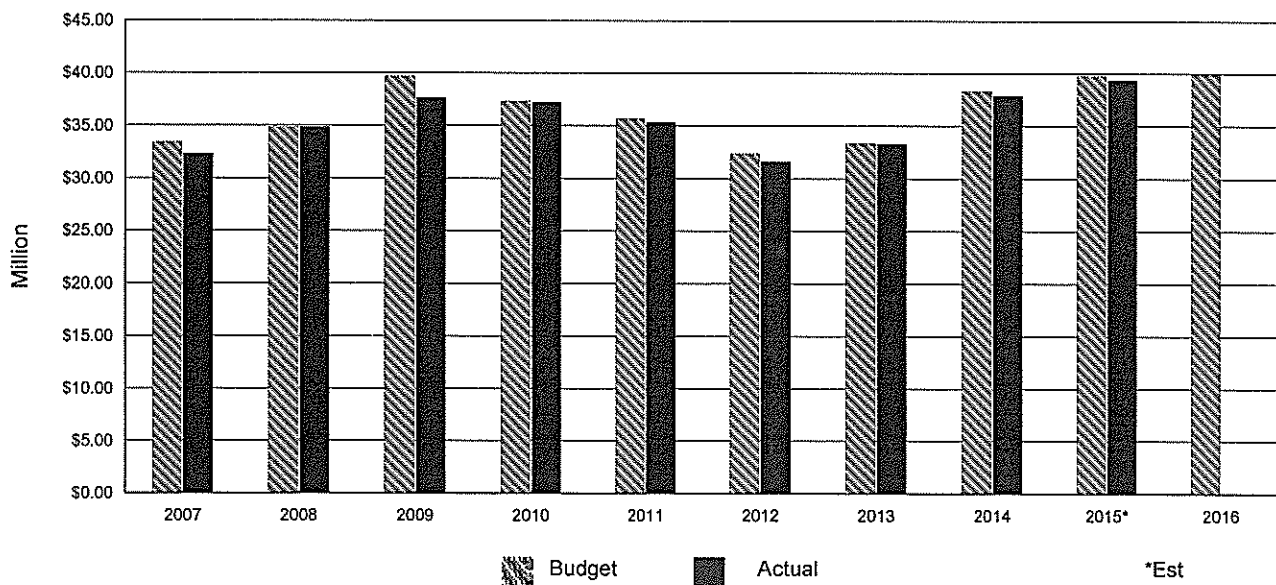
# FISCAL YEAR 2016 BUDGET

## Business Area Budget Summary

**Fund Name** : General Fund  
**Business Area** : Library  
**Fund No. /Bus. Area No.** : 1000 / 3400

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	27,707,575	29,034,178	28,576,305	29,280,019
	Supplies	322,008	327,698	327,166	320,785
	Other Services and Charges	4,337,546	4,642,619	4,654,024	4,595,694
	Equipment	0	53,164	53,164	0
	Non-Capital Equipment	5,538,501	5,025,965	5,022,965	5,056,500
	Total M & O Expenditures	37,905,630	39,083,624	38,633,624	39,252,998
	Debt Service & Other Uses	0	750,000	750,000	750,000
	Total Expenditure	37,905,630	39,833,624	39,383,624	40,002,998
Revenues		1,329,690	1,152,200	1,110,581	1,043,713
Staffing	Full-Time Equivalents - Civilian	474.1	485.9	478.4	477.8
	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	474.1	485.9	478.4	477.8
	Full-Time Equivalents - Overtime	0.0	0.6	0.6	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Continue to implement an extraordinary customer service experience through ongoing training and accountability throughout the organization.</li> <li>o Continue to link people to the world through a broadly defined platform of educational, recreational and cultural programs and services for people of all ages.</li> <li>o Continue to provide resources, services and programs through our five primary service priorities: support for student success, workforce development, technology access and instruction, literacy advancement and serving as the community's meeting place for civic engagement.</li> <li>o Provide a broad variety of services, guided by our Strategic Master Plan, that best meet the needs of the local communities in which our libraries are located.</li> </ul>				

**Library**  
**Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Library  
**Fund No. /Bus. Area No.** : 1000 / 3400

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Average Bandwidth Usage (Mbs)	I	291	500	261	500
Average Computer Wait Time (minutes)	Q	1.3	1.5	1.5	1.5
Collection Archives - Digitized Pages	Q	490,268	375,000	400,000	125,000
Community Meetings	Q	9,000	9,000	9,400	9,400
Computer Users	Q,I	1,185,065	1,200,000	1,200,000	1,300,000
Customer Satisfaction	Q	80%	80%	80%	80%
Expenditures per Capita	F	\$18	\$18	\$18	\$18
Materials Expenditures per Capita	F	\$2	\$2	\$2	\$2
Minimum Staffing at Library Locations	Q	331	331	310	330.5
Scheduled Service Hours Open	Q	98%	98%	98%	98%
Total Cardholders	Q	942,529	797,476	862,000	1,000,000
Total Circulation	Q	4,195,878	4,200,000	4,200,000	4,500,000
Total Outreach Events	Q	97,307	84,000	118,800	120,000
Total Program Attendance	Q	266,088	240,000	300,000	280,000
Total Programs	Q	16,543	16,000	18,000	20,000
Total Visits	Q	8,620,672	9,900,000	6,500,000	7,000,000
Total Visits per FTE	Q	17,310	14,000	13,000	14,000
Wireless Access Use	I	2,811,029	2,800,000	6,700,000	6,700,000
Expenditures Budget vs Actual Utilization	F	99%	98%	99%	98%
Revenues Budget vs Actual Utilization	F	124%	100%	96%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Library</b> <b>Fund No. /Bus Area No. : 1000 / 3400</b>							
Division Description		FY2014 Actual FTEs      Costs \$		FY2015 Estimate FTEs      Costs \$		FY2016 Budget FTEs      Costs \$	
<b>HPL-Library Administration      340001</b>							
Provide policy direction, financial accounting, communications and human resources support. Support and coordinate all library delivery and fleet services. Provide financial administrative support for grants, contracts and operational and financial audits.		58.0	5,062,203	55.5	5,643,631	53.6	5,991,001
<b>HPL-Central Services      340002</b>							
Provide the community with free access to print and digital materials, information, computers and technology. Provide programs addressing literacy, workforce development, technology instruction, and student success. Provide Passport Services. Support system-wide virtual reference services through chat, email, and telephone.		62.4	4,859,536	71.3	4,425,782	67.4	4,425,591
<b>HPL-Library Material Services      340003</b>							
Select, purchase, catalog, process and maintain an inventory of physical and digital materials for customers. Support system-wide circulation services.		47.5	7,839,362	41.9	7,709,099	38.9	7,288,057
<b>HPL-Planning &amp; Facilities      340004</b>							
Provide coordination of facilities maintenance, security, programming, design, construction, land acquisition and management of the Capital Improvement Plan. Maintain furniture and fixture inventory. Coordinate space branding, planning, relocations, openings and closings. Develop and implement exhibits across the system.		4.7	811,704	7.0	2,092,158	8.5	2,116,031
<b>HPL-Information Technology      340005</b>							
Research, develop and implement online and mobile service delivery for Library customers. Coordinate the development, acquisition, installation, implementation, maintenance, training and technical support for all information and telecommunications technologies.		25.0	4,095,543	19.3	3,587,228	18.5	3,856,185
<b>HPL - Library Operations      340006</b>							
Delivery of in-depth research materials, programs, exhibits, oral histories and digital archives specific to local and Texas history, African American history in Houston and Texas, and genealogical resources through the three special collections locations. Develop, implement and manage programs for all library locations.		41.5	3,100,341	42.0	2,971,679	44.0	3,502,753

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Library</b> <b>Fund No. /Bus Area No. : 1000 / 3400</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>HPL-Neighborhood Library System 340007</b> At 38 locations across the city, provide free access to print and digital materials, information, computers, technology, and space for community engagement. Provide programs addressing literacy, workforce development, technology instruction, and student success. Provide Passport Services at three locations and After School Zones at 15 locations.	235.0	12,136,941	241.4	12,954,047	246.9	12,823,380
<b>Total</b>	<b>474.1</b>	<b>37,905,630</b>	<b>478.4</b>	<b>39,383,624</b>	<b>477.8</b>	<b>40,002,998</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Library  
**Fund No./Bus. Area No. :** 1000 / 3400

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT ASSOCIATE	14	2.0	2.0	0.0
ADMINISTRATION MANAGER	26	6.0	8.0	2.0
ADMINISTRATIVE AIDE	10	7.0	7.2	0.2
ADMINISTRATIVE ASSISTANT	17	5.0	5.0	0.0
ADMINISTRATIVE ASSOCIATE	13	4.0	4.0	0.0
ADMINISTRATIVE COORDINATOR	24	4.0	4.0	0.0
ADMINISTRATIVE SPECIALIST	20	4.0	5.0	1.0
ADMINISTRATIVE SUPERVISOR	22	4.0	5.0	1.0
ARCHIVIST I	16	3.0	3.0	0.0
ARCHIVIST II	21	2.0	3.0	1.0
ARCHIVIST III	23	2.0	2.0	0.0
ASSISTANT DIRECTOR (EXE LEV)	32	1.8	2.0	0.2
ASSISTANT DIRECTOR-LIBRARY (EXE LEV)	32	1.0	1.0	0.0
ASSISTANT SUPERINTENDENT	20	2.0	1.0	(1.0)
BUYER	16	1.0	1.0	0.0
CLERK	5	0.5	0.5	0.0
COMMUNITY INVOLVEMENT COORDINATOR	22	1.0	1.0	0.0
COMMUNITY LIAISON	18	2.5	2.4	(0.1)
CUSTOMER SERVICE CLERK	10	81.2	92.6	11.4
CUSTOMER SERVICE REP. II	15	1.0	1.0	0.0
CUSTOMER SERVICE SUPERVISOR	18	0.0	2.0	2.0
DATA ENTRY OPERATOR	8	2.0	2.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	3.0	1.0
DEPUTY DIRECTOR (EXE LEV)	34	2.0	2.0	0.0
DESKTOP PUBLISHER	14	1.0	1.0	0.0
DIVISION MANAGER	29	2.0	2.0	0.0
FINANCIAL ANALYST III	21	1.0	1.0	0.0
GRAPHIC DESIGNER	17	0.0	0.5	0.5
INVENTORY MANAGEMENT CLERK	9	6.0	6.0	0.0
IS/IT HELP DESK COORDINATOR	10	2.0	2.0	0.0
LIBRARIAN I	16	17.0	16.0	(1.0)
LIBRARIAN II	21	33.4	33.5	0.1
LIBRARIAN III	23	33.0	29.0	(4.0)
LIBRARIAN IV	25	10.7	13.0	2.3
LIBRARY ASSISTANT	5	66.6	50.0	(16.6)
LIBRARY ASSISTANT SUPERVISOR	14	8.0	8.0	0.0
LIBRARY CHIEF	29	1.7	1.0	(0.7)
LIBRARY DIRECTOR	35	1.0	1.0	0.0
LIBRARY SERVICE SPECIALIST	13	22.0	22.0	0.0
LIBRARY SERVICE SUPERVISOR	21	5.0	5.0	0.0
MANAGEMENT ANALYST I	15	1.0	1.0	0.0
MANAGEMENT ANALYST II	18	1.0	1.0	0.0
MESSENGER	6	4.0	5.0	1.0
MICROCOMPUTER ANALYST	20	3.0	2.0	(1.0)
OFFICE SUPERVISOR	17	3.0	4.0	1.0
OFFSET PRESS OPERATOR	10	1.0	0.0	(1.0)
PROGRAMMER ANALYST IV	25	1.0	1.0	0.0
SAFETY OFFICER	21	1.0	1.0	0.0
SENIOR COMMUNICATIONS SPECIALIST	20	2.0	2.0	0.0



**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

Fund Name : General Fund  
 Business Area : Library  
 Fund No./Bus. Area No. : 1000 / 3400

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
SENIOR COMMUNITY LIAISON	23	2.0	2.0	0.0
SENIOR CONTRACT ADMINISTRATOR	27	1.0	0.0	(1.0)
SENIOR CUSTOMER SERVICE CLERK	12	55.0	57.0	2.0
SENIOR DATA ENTRY OPERATOR	12	8.0	4.0	(4.0)
SENIOR IMAGING TECHNICIAN	13	3.0	3.0	0.0
SENIOR INVENTORY MANAGEMENT CLERK	12	4.0	5.0	1.0
SENIOR LIBRARY ASSISTANT	9	27.0	23.0	(4.0)
SENIOR LIBRARY SERVICE SPECIALIST	16	35.0	38.0	3.0
SENIOR OFFICE ASSISTANT	12	1.5	0.5	(1.0)
SENIOR PROJECT MANAGER	27	1.0	1.0	0.0
STAFF ANALYST	26	1.0	1.0	0.0
TECHNICAL HARDWARE ANALYST I	17	5.5	4.5	(1.0)
TECHNICAL HARDWARE ANALYST II	21	0.0	1.0	1.0
<b>Total FTEs</b>		<b>512.4</b>	<b>507.7</b>	<b>(4.7)</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>26.5</b>	<b>29.9</b>	<b>3.4</b>
<b>Full-Time Equivalents</b>		<b>485.9</b>	<b>477.8</b>	<b>(8.1)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Library  
 Fund No./Bus. Area No. : 1000 / 3400

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>3400010002</b>	<b>HPL- Financial Services</b>			
425040	Indirect Cost-HALAN	99,000	99,000	99,000
426151	Passport Service Fee	400,000	450,000	450,000
426430	Facility Rental Fees	9,000	11,600	11,000
443120	Photocopier Concessions	100	100	100
443150	Telecommunications Revenue	100	100	0
443160	Vending Machine Concessions	1,000	1,000	800
447020	Garage Parking Revenue	60,000	55,000	50,000
451040	Interfund Postage	1,000	10,868	1,000
452020	Recoveries & Refunds	1,000	1,000	1,000
452030	Miscellaneous Revenue	5,000	5,000	4,000
<b>3400030001</b>	<b>HPL- Library Material Services</b>			
426040	Library Service Charges	2,500	2,500	2,500
428020	Library Fines	550,000	450,000	400,000
<b>3400040001</b>	<b>HPL- Planning &amp; Facility</b>			
445050	Cell Tower Revenue	15,000	15,913	15,913
<b>3400060002</b>	<b>HPL- Special Collections</b>			
426040	Library Service Charges	7,500	7,500	7,500
443120	Photocopier Concessions	1,000	1,000	900
<b>Total</b>	<b>Library</b>	<b>1,152,200</b>	<b>1,110,581</b>	<b>1,043,713</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Library  
 Fund No./Bus. Area No. : 1000 / 3400

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	17,459,304	18,270,735	18,020,735	18,294,881
500030	Salary Part Time - Civilian	864,008	1,008,130	943,130	912,760
500060	Overtime - Civilian	2,427	0	1,800	0
500090	Premium Pay - Civilian	15	0	35	0
500110	Bilingual Pay - Civilian	18,594	21,640	21,640	21,640
500210	Pay for Performance-Municipal	0	0	0	14,300
500240	HOPE Community Service Usage	206	0	0	0
500250	HOPE Union Business Usage	140	0	0	0
501070	Pension - Civilian	4,073,748	4,633,446	4,506,232	5,005,489
501120	Termination Pay - Civilian	459,458	250,000	275,000	250,000
502010	FICA - Civilian	1,353,372	1,471,410	1,405,401	1,465,923
503010	Health Ins-Act Civilian	3,137,212	3,112,241	3,076,241	3,034,964
503015	Basic Life Insurance - Active Civilian	10,127	10,600	10,600	10,576
503060	Long Term Disability-Civilian	37,358	38,244	38,244	37,889
503090	Workers Compensation-Civilian-Admin	107,226	128,067	133,582	141,932
503100	Workers Compensation-Civilian-Claim	106,183	75,000	125,000	75,000
504030	Unemployment Claims - Administration	78,197	14,665	18,665	14,665
<b>Total</b>	<b>Personnel Services</b>	<b>27,707,575</b>	<b>29,034,178</b>	<b>28,576,305</b>	<b>29,280,019</b>
511025	Electrical Hardware & Parts	0	3,000	3,000	0
511030	Mechanical Hardware & Parts	0	1,008	1,009	0
511045	Computer Supplies	62,840	60,000	60,000	63,000
511050	Paper & Printing Supplies	40,362	40,000	40,000	40,000
511060	Postage	38,357	38,000	38,000	38,000
511070	Miscellaneous Office Supplies	79,187	76,028	76,195	77,037
511075	Library Circulation Supplies	30,000	30,000	29,300	30,000
511110	Fuel	40,343	40,777	40,777	33,863
511115	Vehicle Repair & Maintenance Supplies	3,200	3,200	3,200	3,200
511120	Clothing	18,044	0	0	0
511145	Small Tools & Minor Equipment	871	900	900	900
511150	Miscellaneous Parts & Supplies	8,804	34,785	34,785	34,785
<b>Total</b>	<b>Supplies</b>	<b>322,008</b>	<b>327,698</b>	<b>327,166</b>	<b>320,785</b>
520102	Security Services	0	50,000	56,467	130,000
520107	Computer Info/Contr	1,303,914	1,303,984	1,305,984	1,333,984
520109	Medical Dental & Laboratory Services	8,098	1,000	6,000	1,000
520110	Management Consulting Services	34,139	70,000	85,000	20,000
520114	Miscellaneous Support Services	400,000	100,764	100,764	126,534
520115	Real Estate Lease/Office Rental	146,118	146,185	146,185	146,185
520116	Parking Services Contract	25,413	25,461	25,461	25,460
520119	Computer Eq/SW Mnt	40,000	40,000	40,000	40,000
520120	Communications Equipment Services	1,571	1,600	1,600	1,600
520121	IT Application Svcs	135,918	146,358	146,358	193,229
520123	Vehicle & Motor Equipment Services	18,848	0	0	0
520124	Other Equipment Services	316,004	308,141	308,141	327,000
520126	Construction Site Work Services	41,455	0	0	0
520515	Print Shop Services	493	1,500	1,500	1,500
520520	Printing & Reproduction Services	7,772	4,772	4,772	8,772
520705	Insurance Fees	346,388	417,560	417,560	378,056

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Library  
 Fund No./Bus. Area No. : 1000 / 3400

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520765	Membership & Professional Fees	150	285	285	285
520805	Education & Training	12,393	14,870	15,570	14,870
520910	Travel - Non-Training Related	1,992	2,300	2,300	2,300
521605	Data Services	166,900	257,922	257,922	212,024
521610	Voice Services	191,386	251,717	251,717	219,600
521620	Voice Equipment	549	22,615	22,615	6,799
521625	Voice Labor	0	28,672	28,672	44,193
521630	GIS Revolving Fund Services	16,514	26,945	26,945	26,194
521635	Voice Services -Wireless	0	0	2,036	0
521715	Office Equipment Rental	46,000	46,000	46,000	46,000
521730	Parking Space Rental	37,860	80,000	80,000	80,000
521735	Hobby Parking Space Rental	48,490	48,490	48,490	48,490
522410	Cashier Shortages	0	0	22	0
522430	Misc Othr Svcs & Chrg	353,121	454,141	439,973	455,812
522435	Interest Charges Past Due Accounts	154	0	815	0
522721	Interfund HR Client Services	400,364	595,945	595,945	580,496
522722	KRONOS Service Chargeback	17,898	24,101	24,101	29,350
522723	Drainage Fee Service Chargeback	48,144	48,100	48,100	47,100
522730	Interfund Engineering Services	3,474	0	0	0
522735	Interfund Communication Equipment Repair	0	1,350	1,350	1,350
522740	Interfund Police Service	130,000	80,000	73,533	0
522845	Interfund Vehicle Services	36,026	41,841	41,841	47,511
<b>Total</b>	<b>Other Services and Charges</b>	<b>4,337,546</b>	<b>4,642,619</b>	<b>4,654,024</b>	<b>4,595,694</b>
560210	Furniture Fixtures and Equipment	0	25,770	25,770	0
560230	Computer HW and Developed SW	0	27,394	27,394	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>53,164</b>	<b>53,164</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	57,236	348,000	347,000	300,000
551015	Non-Capital Computer Equipment	794,765	41,465	39,465	70,000
551035	Non-Capital Library books	4,686,500	4,636,500	4,636,500	4,686,500
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>5,538,501</b>	<b>5,025,965</b>	<b>5,022,965</b>	<b>5,056,500</b>
532020	Transfers to Capital Projects	0	750,000	750,000	750,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>0</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>
<b>Grand Total Expenditures</b>		<b>37,905,630</b>	<b>39,833,624</b>	<b>39,383,624</b>	<b>40,002,998</b>

## NEIGHBORHOODS

### Department Description and Mission

The Department of Neighborhood's (DoN) mission is to improve the quality of life in neighborhoods through expanded outreach, stronger community partnerships and increased responsiveness. The divisions include the Director's Office, Inspection and Public Services, Anti-Gang Office, Citizens' Assistance Office, Office of Education Initiatives, Office for People with Disabilities, Office of International Communities, and the Volunteer Initiative Program.

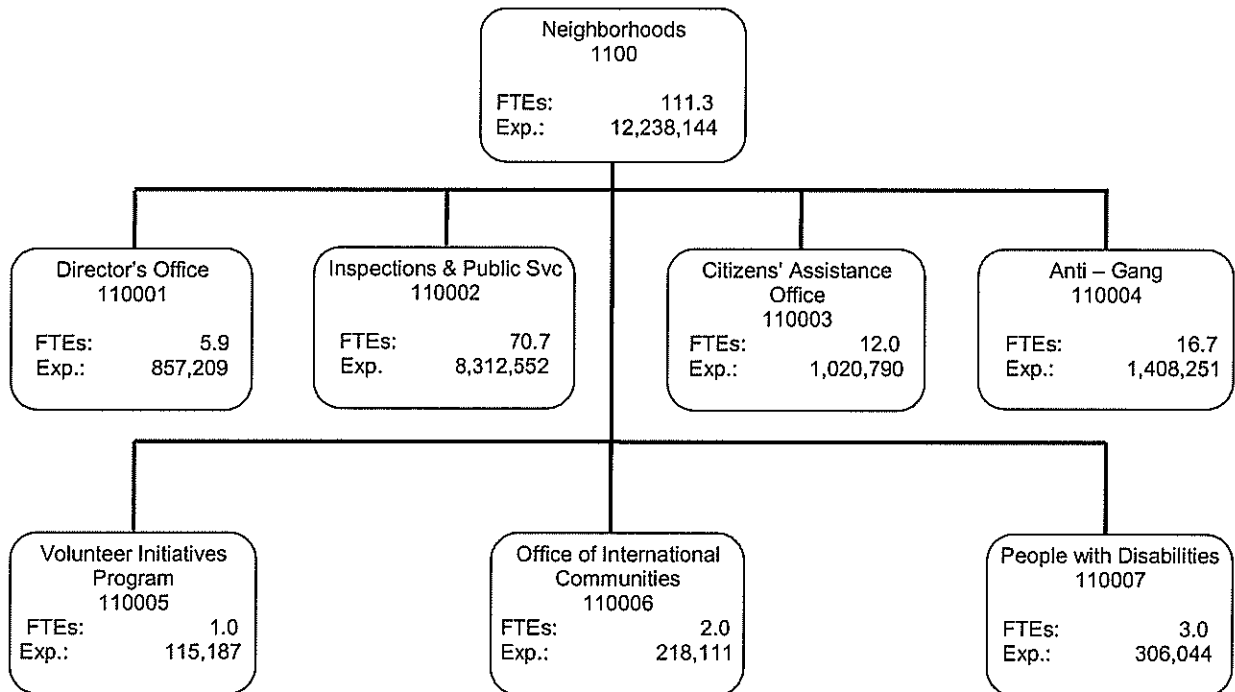
#### Department Short Term Goals

- Increase public awareness and involvement of code enforcement/compliance and nuisance abatement ordinances.
- Implement innovative technology to collect, analyze and disseminate data that can be used to improve services and response times.

#### Department Long Term Goals

- Continue to improve customer satisfaction and advance effectiveness of services by proactively engaging key stakeholders in resolving their neighborhood quality of life issues.
- Increase availability of services that provide citizens with appropriate avenues to resolve community issues and address needs.

### Department Organization



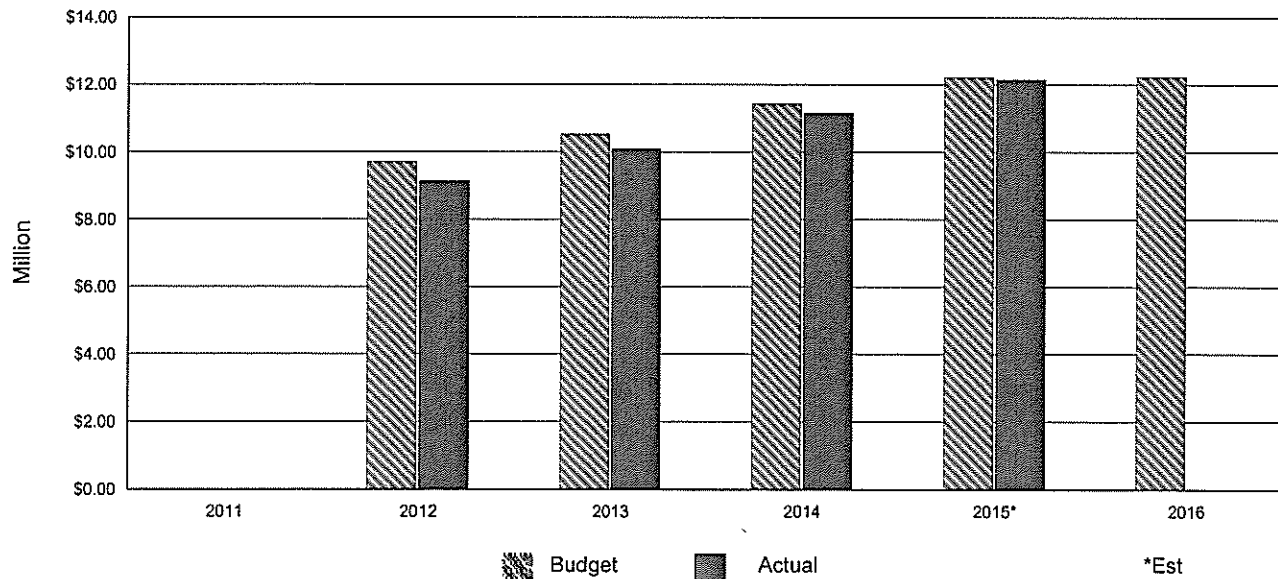
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : General Fund  
**Business Area** : Department of Neighborhoods  
**Fund No. /Bus. Area No.** : 1000 / 1100

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	7,688,328	8,517,381	8,447,381	8,587,229
	Supplies	276,362	303,600	303,600	281,297
	Other Services and Charges	3,163,641	3,396,793	3,396,793	3,366,118
	Non-Capital Equipment	25,651	3,500	3,500	3,500
	Total M & O Expenditures	11,153,982	12,221,274	12,151,274	12,238,144
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	11,153,982	12,221,274	12,151,274	12,238,144
Revenues		2,257,380	1,921,833	1,962,002	1,925,027
Staffing	Full-Time Equivalents - Civilian	102.8	115.0	115.0	111.3
	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	102.8	115.0	115.0	111.3
	Full-Time Equivalents - Overtime	0.7	2.4	3.4	1.5
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget includes funding for health benefits and pension contribution.</li> <li>o Includes operational cost of \$60,990 for enterprise software licenses, and software support for the Infor enterprise implementation.</li> </ul>				

**Department of Neighborhoods  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Department of Neighborhoods  
**Fund No. /Bus. Area No.** : 1000 / 1100

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Average Daily Inspections	Q	318	320	320	320
Average Days from Request to Initial Inspection	Q	15	10	10	10
Dangerous Buildings Demolished	Q,P	833	650	525	425
Dangerous Buildings Secured/Make Safe	Q,P	489	600	650	600
Rate of Voluntary Compliance (as % of closed projects)	F,I,J,P,Q	68%	55%	75%	65%
Weeded Lots Cut	Q,P	1,557	7,000	10,800	9,100
Youth Served Through Anti-Gang Programs	Q,P	7,675	6,000	6,000	6,000
Expenditures Budget vs Actual Utilization	F	98%	98%	99%	98%
Revenues Budget vs Actual Utilization	F	118%	100%	102%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Department of Neighborhoods</b> <b>Fund No. /Bus Area No. : 1000 / 1100</b>						
Division Description	FY2014 Actual FTEs      Costs \$	FY2015 Estimate FTEs      Costs \$	FY2016 Budget FTEs      Costs \$			
<b>DON - Director's Office 110001</b> Provides the Neighborhoods' divisions with services in budget, purchasing, receiving grants, receiving funds and account payables.	6.0      760,110	6.0      831,159	5.9      857,209			
<b>DON - Inspections &amp; Public Services 110002</b> Enforces City codes pertaining to dangerous buildings, weeded lots, junked motor vehicles and unlawfully placed signs upon the City's right-of- way.	67.0      7,609,908	68.4      7,801,331	70.7      8,312,552			
<b>DON - Citizens Assistance Office 110003</b> Ensures acknowledgment of constituent inquiries/ requests and coordinates responses and resolutions to community complaints through community liaisons.	11.6      992,582	12.8      1,044,790	12.0      1,020,790			
<b>DON - Anti - Gang 110004</b> Develops and implements programs that provide case management, counseling, court based-assessment, gang education and awareness training, job readiness training, truancy reduction, victims' assistance, and information and referrals. Manages partnerships for out-of-school activities, dropout prevention and college/career preparation	12.0      1,149,530	16.0      1,232,420	16.7      1,408,251			
<b>DON - Volunteer Initiatives Program 110005</b> Develops and implements a citywide plan to increase volunteerism and targets volunteers to address the City's greatest needs.	0.8      113,496	1.8      176,694	1.0      115,187			
<b>DON - Office of International Communities 110006</b> Serves as the City's hub of information benefiting international communities by promoting cultural diversity and awareness throughout Houston.	2.0      185,381	2.0      200,370	2.0      218,111			



**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : General Fund						
Business Area : Department of Neighborhoods						
Fund No. /Bus Area No. : 1000 / 1100						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>DON - People with Disabilities 110007</b> Facilitating delivery of services - including city services, acting as liaison to Houston Commission on Disabilities (HCoD), City Council, and other City Departments, making recommendations to public and private entities regarding the development of policy and legislation, establishing fundamental local, state, and national partnerships to promote community awareness.	2.4	209,394	3.0	302,850	3.0	306,044
<b>DON - Education Affairs 110008</b> In FY2016 this division was consolidated into the Inspection & Public Services Group (110002).	1.0	125,868	1.0	129,013	0.0	0
<b>DON - Sign Enforcement 110009</b> In FY2016 this division was consolidated into the Inspection & Public Services Group (110002).	0.0	7,713	4.0	432,647	0.0	0
<b>Total</b>	<b>102.8</b>	<b>11,153,982</b>	<b>115.0</b>	<b>12,151,274</b>	<b>111.3</b>	<b>12,238,144</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Department of Neighborhoods  
**Fund No./Bus. Area No. :** 1000 / 1100

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ABATEMENT SPECIALIST	14	5.0	5.0	0.0
ADMINISTRATION MANAGER	26	2.0	3.0	1.0
ADMINISTRATIVE AIDE	10	6.0	4.0	(2.0)
ADMINISTRATIVE ASSISTANT	17	8.0	6.0	(2.0)
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	1.0	0.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	8.0	6.0	(2.0)
ADMINISTRATIVE COORDINATOR	24	2.0	2.0	0.0
ADMINISTRATIVE SPECIALIST	20	1.0	3.0	2.0
ADMINISTRATIVE SUPERVISOR	22	2.0	1.0	(1.0)
ASSISTANT CHIEF INSPECTOR	25	2.0	2.0	0.0
ASSISTANT DIRECTOR (EXE LEV)	32	0.0	1.0	1.0
CHIEF INSPECTOR	27	5.0	3.0	(2.0)
CODE ENFORCEMENT OFFICER I	16	1.0	2.0	1.0
CODE ENFORCEMENT OFFICER II	18	13.0	11.0	(2.0)
CODE ENFORCEMENT OFFICER III	22	7.0	8.0	1.0
CODE ENFORCEMENT TRAINEE	12	6.0	2.0	(4.0)
COMMUNITY INVOLVEMENT COORDINATOR	22	0.0	1.0	1.0
COMMUNITY LIAISON	18	8.0	6.0	(2.0)
COMMUNITY SERVICE INSPECTOR	16	0.0	2.0	2.0
COUNSELOR	20	9.0	10.0	1.0
CUSTOMER SERVICE REP. I	13	1.0	1.0	0.0
CUSTOMER SERVICE REP. II	15	1.0	1.0	0.0
CUSTOMER SERVICE REP. III	16	1.0	0.0	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	0.0	2.0	2.0
DIRECTOR OF NEIGHBORHOODS	35	1.0	1.0	0.0
DIVISION MANAGER	29	1.0	1.0	0.0
DIVISION MANAGER (EXE LEV)	29	4.0	2.0	(2.0)
FINANCIAL ANALYST III	21	2.0	1.0	(1.0)
FINANCIAL ANALYST IV	25	1.0	1.0	0.0
INSPECTOR TRAINEE	12	0.0	3.0	3.0
LABORER	4	8.0	8.0	0.0
MANAGEMENT ANALYST IV	25	2.0	2.0	0.0
PUBLIC INFORMATION OFFICER	26	0.0	1.0	1.0
PUBLIC INFORMATION OFFICER (EXE LEV)	26	1.0	0.0	(1.0)
SENIOR COMMUNITY LIAISON	23	5.0	4.0	(1.0)
SENIOR COUNSELOR	22	2.0	2.0	0.0
SENIOR CUSTOMER SERVICE CLERK	12	0.0	1.0	1.0
SENIOR STAFF ANALYST	28	2.0	3.0	1.0
SENIOR STAFF ANALYST (EXE LEV)	28	0.0	1.0	1.0
STAFF ANALYST	26	0.0	1.0	1.0
STAFF ANALYST (EXE LEV)	26	1.0	1.0	0.0
SYSTEMS CONSULTANT	26	1.0	1.0	0.0
<b>Total FTEs</b>		<b>120.0</b>	<b>116.0</b>	<b>(4.0)</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>5.0</b>	<b>4.7</b>	<b>(0.3)</b>
<b>Full-Time Equivalents</b>		<b>115.0</b>	<b>111.3</b>	<b>(3.7)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

**Fund Name** : General Fund  
**Business Area** : Department of Neighborhoods  
**Fund No./Bus. Area No.** : 1000 / 1100

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>1100020001</b>	<b>DON - Inspection &amp; Public Service</b>			
421200	Other Building & Construction Permits	2,000	4,590	2,000
426090	Demolition Fees	520,435	520,435	520,435
426120	Weed Cutting Fees	438,039	438,039	438,039
426330	Miscellaneous Copies Fees	1,000	1,000	1,000
426480	Securing/Boarding - Nuisance Abatement	11,665	11,665	11,665
426485	Visual Blight - Nuisance Abatement	1,366	1,366	1,366
428030	Release of Liens	97,759	97,759	97,759
428080	Returned Check Charges	0	72	0
428105	Interest on Liens-Contract	546,719	546,719	546,719
452030	Miscellaneous Revenue	0	37,507	0
<b>1100070001</b>	<b>DON - Ofc of People with Disabilities</b>			
424160	Interfund Affirmative Action Services	302,850	302,850	306,044
<b>Total</b>	<b>Department of Neighborhoods</b>	<b>1,921,833</b>	<b>1,962,002</b>	<b>1,925,027</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Department of Neighborhoods  
**Fund No./Bus. Area No. :** 1000 / 1100

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	5,069,235	5,529,249	5,459,249	5,475,781
500030	Salary Part Time - Civilian	15,958	25,547	25,547	41,760
500060	Overtime - Civilian	42,764	94,452	94,452	80,219
500110	Bilingual Pay - Civilian	25,831	26,204	26,204	27,107
500250	HOPE Union Business Usage	158	0	0	0
501070	Pension - Civilian	1,183,799	1,402,219	1,384,466	1,498,168
501120	Termination Pay - Civilian	24,380	2,000	2,000	2,000
502010	FICA - Civilian	375,197	433,576	433,576	428,793
503010	Health Ins-Act Civilian	918,778	959,367	977,120	986,275
503015	Basic Life Insurance - Active Civilian	2,978	3,199	3,199	3,172
503060	Long Term Disability-Civilian	8,877	9,691	9,691	9,378
503090	Workers Compensation-Civilian-Admin	22,310	30,132	30,132	32,831
503100	Workers Compensation-Civilian-Claim	(3,160)	0	0	0
504030	Unemployment Claims - Administration	1,223	1,745	1,745	1,745
<b>Total</b>	<b>Personnel Services</b>	<b>7,688,328</b>	<b>8,517,381</b>	<b>8,447,381</b>	<b>8,587,229</b>
511040	Audiovisual Supplies	11,257	2,500	2,500	2,500
511045	Computer Supplies	7,267	3,645	3,645	3,645
511055	Publications & Printed Materials	0	900	900	700
511060	Postage	39,789	35,100	35,100	35,100
511070	Miscellaneous Office Supplies	48,971	41,900	41,900	41,700
511075	Library Circulation Supplies	(210)	0	0	0
511110	Fuel	150,851	181,105	181,105	156,602
511115	Vehicle Repair & Maintenance Supplies	0	12,000	12,000	13,000
511120	Clothing	13,088	20,350	20,350	21,550
511125	Food Supplies	212	300	300	700
511150	Miscellaneous Parts & Supplies	5,137	5,800	5,800	5,800
<b>Total</b>	<b>Supplies</b>	<b>276,362</b>	<b>303,600</b>	<b>303,600</b>	<b>281,297</b>
520100	Temporary Personnel Services	83,516	0	0	0
520109	Medical Dental & Laboratory Services	1,740	0	0	1,617
520110	Management Consulting Services	8,756	23,318	23,318	30,318
520114	Miscellaneous Support Services	59,227	164,824	164,824	127,324
520115	Real Estate Lease/Office Rental	769,188	789,095	789,095	789,095
520118	Refuse Disposal	10,241	10,000	10,000	10,000
520119	Computer Eq/SW Mnt	0	5,242	5,242	5,242
520121	IT Application Svcs	82,283	63,148	63,148	139,564
520123	Vehicle & Motor Equipment Services	112,571	0	0	0
520124	Other Equipment Services	480	0	0	0
520145	Criminal Intelligence Services	1,335	1,750	1,750	1,750
520510	Mail/Delivery Services	2,713	500	500	500
520515	Print Shop Services	57,531	56,600	56,600	57,000
520705	Insurance Fees	1,021	1,325	1,325	1,077
520740	Document Recording/Filing Fees	66,567	60,000	60,000	60,000
520765	Membership & Professional Fees	8,249	7,530	7,530	7,530
520805	Education & Training	14,236	31,016	31,016	23,476
520905	Travel - Training Related	9,988	11,750	11,750	11,750
520910	Travel - Non-Training Related	24,001	31,600	31,600	32,200
521415	Land and Grounds Maintenance	885,236	890,000	890,000	890,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name** : General Fund  
**Business Area** : Department of Neighborhoods  
**Fund No./Bus. Area No.** : 1000 / 1100

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521605	Data Services	45,756	57,163	57,163	54,829
521610	Voice Services	12,030	19,038	19,038	16,609
521620	Voice Equipment	(161)	3,235	3,235	973
521625	Voice Labor	414	4,103	4,103	6,323
521630	GIS Revolving Fund Services	4,462	24,133	24,133	6,200
521635	Voice Services -Wireless	69,564	69,338	69,338	71,616
521715	Office Equipment Rental	28,741	30,880	30,880	40,447
521725	Other Rental	35,347	35,347	35,347	35,347
521730	Parking Space Rental	21,914	20,978	20,978	21,217
521735	Hobby Parking Space Rental	7,275	0	0	900
522430	Misc Othr Svcs & Chrg	31,285	63,456	63,456	48,087
522435	Interest Charges Past Due Accounts	84	0	0	0
522720	Interfund Payroll Services	(158)	0	0	0
522721	Interfund HR Client Services	113,987	169,632	169,632	172,793
522722	KRONOS Service Chargeback	4,573	5,015	5,015	6,107
522795	Other Interfund Services	409,092	452,739	452,739	452,739
522845	Interfund Vehicle Services	180,557	294,038	294,038	243,488
<b>Total</b>	<b>Other Services and Charges</b>	<b>3,163,641</b>	<b>3,396,793</b>	<b>3,396,793</b>	<b>3,366,118</b>
551010	Non-Cap Office Furniture & Equipment	10,498	3,500	3,500	3,500
551015	Non-Capital Computer Equipment	15,153	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>25,651</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
<b>Grand Total Expenditures</b>		<b>11,153,982</b>	<b>12,221,274</b>	<b>12,151,274</b>	<b>12,238,144</b>



## PARKS AND RECREATION

### Department Description and Mission

The Houston Parks and Recreation Department (HPARD) was created by City ordinance on March 15, 1916 as the Department of Public Parks and began with two facilities - Sam Houston Park and Hermann Park. Since that time, the number of parks has grown to over 360, which offer a wide variety of amenities including: swimming pools, community centers, tennis and basketball courts, fitness centers, golf courses, walking/jogging trails, skate parks, dog parks, and nature areas. HPARD also stewards the tree canopy in parks and on all City of Houston right-of-ways. In 2008, the Department became the 74th USA Parks and Recreation Departments to be accredited. In October 2013, HPARD was re-accredited the CAPRA-NRPA from the Accreditation Committee. The CAPRA-NRPA accreditation is a benchmark achievement that confirms how HPARD conducts its business in compliance with national standards and expectations.

The mission of HPARD is to enhance the quality of urban life by providing safe and well maintained parks and offering affordable programs for the community.

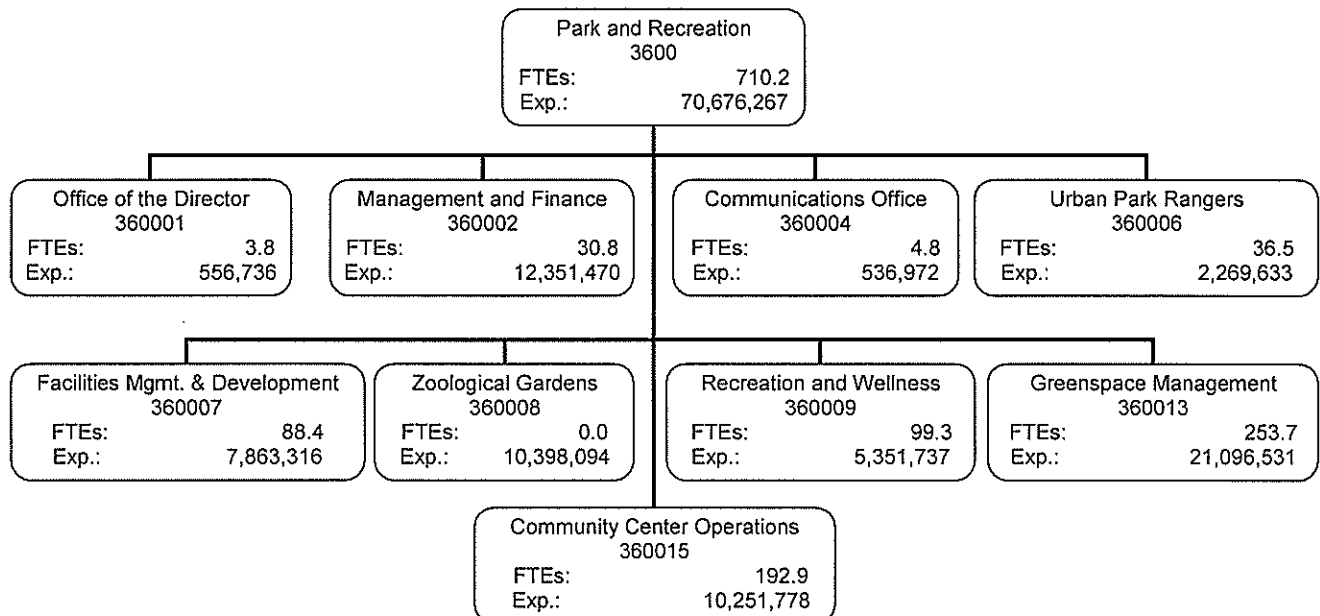
#### Short-Term Goals

- Maintain and operate facilities and trails within HPARD using existing resources available.
- Continue offering recreational activities and programs in the Community Centers.
- Develop new partnership with City departments and other agencies to offer additional park enhancements and recreational programs to our citizens.
- Continue the Mayor's five priorities: Jobs and Sustainable Development, Public Safety, Infrastructure, Quality of Life, and Fiscal Responsibility.

#### Long-Term Goals

- Adhere to the NRPA standards so that the department may stay in compliance with accreditation mandates.
- Acquire and develop new park land and facilities with Capital Improvement Plan (CIP) funding, Houston Parks Board (HPB) and private partners.
- Search and apply for grants to supplement funding for recreational and sports programs offered to the public.
- Pursue opportunities with private partners to adopt esplanades and support enhancement of playgrounds and sports fields.

### Department Organization

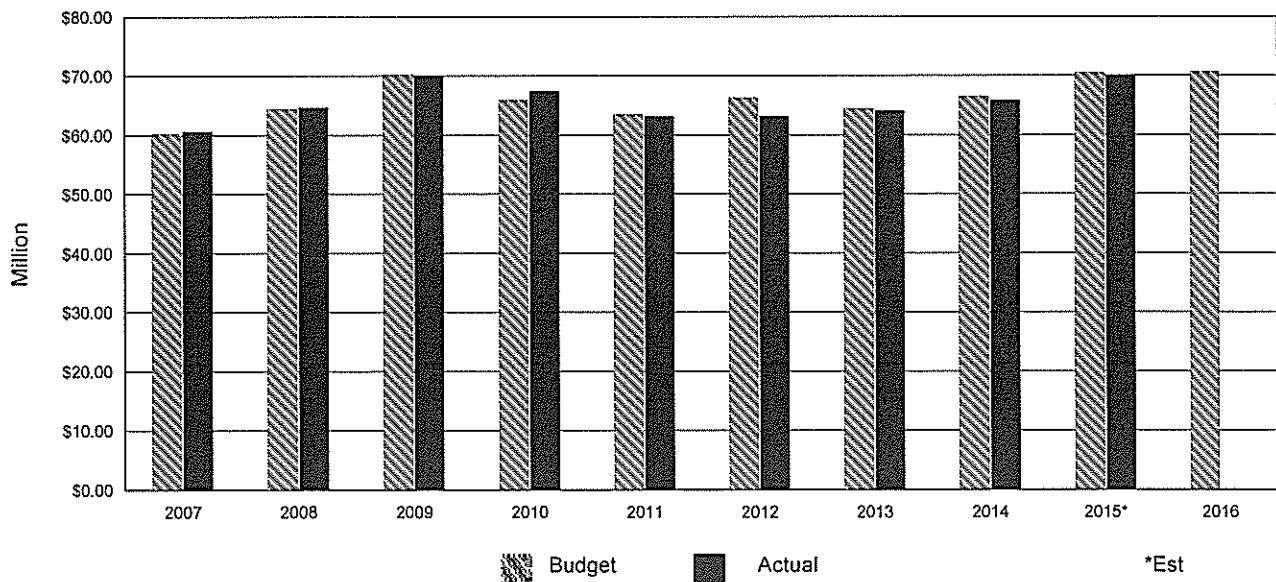


**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>Parks and Recreation</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 3600</b>			
		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	38,041,953	39,640,728	39,035,165	40,201,231
	Supplies	3,352,347	3,135,891	3,144,289	3,140,714
	Other Services and Charges	23,416,476	26,655,433	26,652,598	26,269,047
	Equipment	0	8,246	8,246	0
	Non-Capital Equipment	(443)	0	0	0
	Total M & O Expenditures	64,810,333	69,440,298	68,840,298	69,610,992
	Debt Service & Other Uses	1,065,275	1,065,275	1,065,275	1,065,275
	<b>Total Expenditure</b>	<b>65,875,608</b>	<b>70,505,573</b>	<b>69,905,573</b>	<b>70,676,267</b>
Revenues		1,086,271	1,102,800	1,124,700	1,125,200
Staffing	Full-Time Equivalents - Civilian	658.2	709.3	705.1	710.2
	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	658.2	709.3	705.1	710.2
	Full-Time Equivalents - Overtime	12.1	3.6	3.6	5.5
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Continue partnering with other City departments such as Library, Health, Planning and PW&E to offer the best family experience the City has to offer.				
	o Continue to offer programs to our citizens for sports, aquatics and nature trips to Lake Houston Wilderness Park.				
	o Continue adaptive sports and recreation activities offered for children and adults with disabilities at the Metropolitan Multi-Service Center.				
	o Renovated park facilities and trails will be operated and maintained to offer quality recreational experiences for citizens who will benefit from the community centers, aquatic facilities, sports complexes and playgrounds.				

**Parks and Recreation  
Current Budget vs Actual Expenditures**





**FISCAL YEAR 2016 BUDGET**

<b>Business Area Performance Measures</b>					
<b>Fund Name : General Fund</b> <b>Business Area : Parks and Recreation</b> <b>Fund No. /Bus. Area No. : 1000 / 3600</b>					
<b>Performance Measure</b>	<b>Priority</b>	<b>FY2014 Actual</b>	<b>FY2015 Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Aquatics Participants	Q	249,937	251,000	251,000	251,000
Bike/Hike Mowing Cycle (average number of days)	Q	20.1	21.0	21.0	21.0
Community Service Volunteers	Q	44,066	45,000	50,850	51,000
Esplanades - Mowing Cycle (average number of days)	Q	21.5	25.0	25.0	25.0
Facility Work Orders Completed	Q	19,305	20,000	15,000	15,000
Hours of Park Patrol	P,Q	56,620	53,900	57,000	58,000
Park Sites Improved	Q	17	14	13	10
Parks/Plazas Mowing Cycle (average number of days)	Q	20.2	21.0	21.0	21.0
Seniors/Adults-Craft Participants	Q	161,722	144,000	144,000	144,000
Summer Enrichment Program	Q	131,690	129,200	129,200	129,200
Tree and Litter in Park Complaints through 311	F,I,J,P,Q	354	7,200	5,000	5,000
Volunteer Hours	Q	27,038	26,200	26,800	28,000
Youth Tennis Participants	Q	58,387	59,045	59,100	59,000
Expenditures Budget vs Actual Utilization	F	99%	98%	99%	98%
Revenues Budget vs Actual Utilization	F	97%	100%	102%	100%
<div> <div>Mayor's Five Priorities:</div> <div> Jobs and Sustainable Development (J)  Fiscal Responsibility (F) </div> <div> Public Safety (P)  Quality of Life (Q) </div> <div> Infrastructure (I) </div> </div>					

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Parks and Recreation</b> <b>Fund No. /Bus Area No. : 1000 / 3600</b>							
<b>Division Description</b>	<b>FY2014 Actual FTEs</b>	<b>FY2014 Actual Costs \$</b>	<b>FY2015 Estimate FTEs</b>	<b>FY2015 Estimate Costs \$</b>	<b>FY2016 Budget FTEs</b>	<b>FY2016 Budget Costs \$</b>	
<b>Office of the Director 360001</b> Provides executive direction that enables the department to achieve its stated goals as identified in the department's master plan and Mayor's five priorities.	4.0	518,922	3.4	528,804	3.8	556,736	
<b>Management and Finance 360002</b> Directs the operations of all aspects of accounting, purchasing, information technology services, safety, and grant writing. Additionally, includes the liaison for HR, Payroll and Workers Compensation. This budget includes utilities, insurance, fuel, and drainage fees for the department.	32.2	12,102,103	32.7	12,519,624	30.8	12,351,470	
<b>Communications Office 360004</b> The division is responsible for flow of information between the department, the public, press and the community. It supports the department's core functions by supporting all divisions through branding, marketing programs and events via press releases, publications, 311 liaison, citizensnet, the web, social media, askparks website responses, and citizens' concerns.	4.9	529,580	4.4	521,936	4.8	536,972	
<b>Urban Park Rangers 360006</b> Direct the security operations and services at HPARD, city operated pools, community centers, and other Parks Department facilities and venues 24 hours a day, seven days a week.	0.0	52,101	35.0	2,108,462	36.5	2,269,633	
<b>Facilities Management &amp; Development 360007</b> Coordinates and monitors park planning and expansion; construction and renovation of park facilities and security. Inspects all park amenities and provides routine maintenance of all HPARD facilities.	122.7	10,153,620	88.1	7,822,544	88.4	7,863,316	
<b>Zoological Gardens 360008</b> In June 2002, Houston City Council approved an ordinance privatizing the Houston Zoo (Ordinance 2002-574), which became effective July 8, 2002 in FY2003; electricity for Zoo budgeted in this cost center.	0.0	9,621,218	0.0	10,174,410	0.0	10,398,094	

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Parks and Recreation</b> <b>Fund No. /Bus Area No. : 1000 / 3600</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Recreation and Wellness 360009</b> Operates Outdoor Swimming Pools, Soccer Program, Adaptive Recreation Center, Skate Park, Tennis Courts, and Disc Golf Courses; in addition to managing all programs, services, educational and volunteer opportunities at these facilities year round.	86.7	4,602,666	102.4	5,946,568	99.3	5,351,737
<b>Greenspace Management 360013</b> Provides routine ground maintenance to COH parks, sports fields, trails, trees, libraries, multi-service centers, Lake Houston Wilderness Park and other natural resources. Responsible for City Urban Forestry Services such as tree planting, trimming, and city-wide 311 requests and provide emergency svices during disaster.	234.2	19,063,295	250.0	20,171,205	253.7	21,096,531
<b>Community Center Operations 360015</b> Operates all community centers including fitness, weight rooms and gyms. Offering leisure programs and recreational opportunities for people of all ages and abilities on a year-round basis. Core programs include: Afterschool and Summer Enrichment, Fitness and weight training classes, Senior Programs, Instructional sports play, teen programs and Grand Slam for Youth Baseball Program.	173.5	9,232,103	189.1	10,112,020	192.9	10,251,778
<b>Total</b>	<b>658.2</b>	<b>65,875,608</b>	<b>705.1</b>	<b>69,905,573</b>	<b>710.2</b>	<b>70,676,267</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Parks and Recreation  
**Fund No./Bus. Area No. :** 1000 / 3600

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT MANAGER	27	1.0	1.0	0.0
ACCOUNTING SERVICES SUPERVISOR	17	1.0	1.0	0.0
ADMINISTRATION MANAGER	26	5.0	5.0	0.0
ADMINISTRATIVE AIDE	10	4.0	4.5	0.5
ADMINISTRATIVE ASSISTANT	17	5.0	8.0	3.0
ADMINISTRATIVE COORDINATOR	24	7.5	8.5	1.0
ADMINISTRATIVE SPECIALIST	20	6.0	5.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	2.0	2.0	0.0
AQUATIC CENTER SUPERVISOR	14	10.4	12.4	2.0
ASSIST. DIRECTOR-PARKS & REC. (EXEC)	32	4.0	4.0	0.0
ASSISTANT BUYER	12	1.0	1.0	0.0
ASSISTANT ELECTRICAL SUPERVISOR	22	2.0	2.0	0.0
ASSISTANT SUPERINTENDENT	20	14.0	14.0	0.0
BUILDING MAINTENANCE SUPERVISOR	13	1.0	1.0	0.0
CARPENTER	14	6.0	6.0	0.0
CASHIER	6	2.0	2.0	0.0
CEMENT FINISHER	11	1.0	1.0	0.0
COMMUNICATIONS TECHNICIAN	15	2.0	2.0	0.0
COMMUNITY INVOLVEMENT COORDINATOR	22	2.0	1.5	(0.5)
CUSTODIAN	4	24.0	27.0	3.0
CUSTODIAN LEADER	8	1.0	1.0	0.0
CUSTOMER SERVICE CLERK	10	2.0	3.0	1.0
CUSTOMER SERVICE REP. I	13	2.0	2.0	0.0
CUSTOMER SERVICE SUPERVISOR	18	2.0	2.0	0.0
DEPUTY DIRECTOR-PARKS & REC. (EXEC)	34	3.0	3.0	0.0
DIVISION MANAGER	29	16.0	15.0	(1.0)
DIVISION MANAGER (EXEC)	29	2.0	2.0	0.0
ELECTRICAL ESTIMATOR	23	1.0	1.0	0.0
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	0.0
ELECTRICIAN	18	11.0	11.0	0.0
EQUIPMENT WORKER	13	83.5	78.5	(5.0)
EXECUTIVE OFFICE ASSISTANT	15	2.0	2.0	0.0
FIELD SUPERVISOR	17	53.0	50.0	(3.0)
FINANCIAL ANALYST II	18	2.0	2.0	0.0
FINANCIAL ANALYST III	21	1.0	1.0	0.0
FORESTER	15	2.0	2.0	0.0
GARDENER	8	6.0	6.0	0.0
GRAPHIC DESIGNER	17	1.0	1.0	0.0
HEAD LIFEGUARD	9	9.2	9.2	0.0
HEATING & AIR CONDITIONING LEADER	18	1.0	1.0	0.0
HEATING & AIR CONDITIONING REPAIR PERSON	14	4.0	4.0	0.0
HORTICULTURIST	18	4.0	4.0	0.0
INSPECTOR	18	1.5	1.5	0.0
INVENTORY MANAGEMENT CLERK	9	2.0	2.0	0.0
IRON WORKER	13	1.0	1.0	0.0
IRRIGATION INSTALLER	12	1.0	1.0	0.0
IRRIGATION LEADER	18	3.0	3.0	0.0
LIFEGUARD	8	22.2	23.6	1.4
MAINTENANCE MECHANIC I	8	1.0	1.0	0.0
MAINTENANCE MECHANIC II	12	4.0	4.0	0.0
MAINTENANCE MECHANIC III	14	10.0	10.0	0.0
MARKETING SPECIALIST	25	1.0	1.0	0.0
MEDIA REPRESENTATIVE	22	1.0	1.0	0.0
MESSENGER	6	1.0	0.5	(0.5)
NATURAL RESOURCES MANAGER	26	1.0	1.0	0.0
OFFICE SUPERVISOR	17	1.0	1.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Parks and Recreation  
**Fund No./Bus. Area No. :** 1000 / 3600

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
PAINTER	11	2.0	2.0	0.0
PAINTER LEADER	15	1.0	1.0	0.0
PARK MAINTENANCE AIDE	4	12.5	11.5	(1.0)
PARK NATURALIST	18	2.0	2.0	0.0
PARKS & RECREATION DIRECTOR	36	1.0	1.0	0.0
PLANNER	16	1.0	1.0	0.0
PLUMBER	14	5.0	5.0	0.0
PROCUREMENT SPECIALIST	24	1.0	0.0	(1.0)
PROGRAMMER ANALYST IV	25	1.0	1.0	0.0
PROJECT MANAGER	24	1.0	1.0	0.0
RECEPTIONIST	7	1.0	0.0	(1.0)
RECREATION ASSISTANT	6	80.7	84.2	3.5
RECREATION FACILITY MANAGER	20	19.0	19.0	0.0
RECREATION SPECIALIST	12	26.0	29.0	3.0
RECREATION SUPERVISOR	16	49.0	48.0	(1.0)
REGIONAL AQUATIC MANAGER	21	3.0	3.0	0.0
SAFETY REPRESENTATIVE	19	2.0	2.0	0.0
SEMI-SKILLED LABORER	6	82.0	77.0	(5.0)
SENIOR ACCOUNT CLERK	13	3.0	3.0	0.0
SENIOR ACCOUNTANT	20	2.0	2.0	0.0
SENIOR BUYER	22	1.0	1.0	0.0
SENIOR CASHIER	10	1.0	1.0	0.0
SENIOR COMMUNITY LIAISON	23	2.0	2.0	0.0
SENIOR CONTRACT COMPLIANCE OFFICER	18	1.0	1.0	0.0
SENIOR DISPATCHER	12	4.0	4.0	0.0
SENIOR GIS TECHNICIAN	17	1.0	1.0	0.0
SENIOR HUMAN RESOURCES GENERALIST	21	0.0	1.0	1.0
SENIOR MICROCOMPUTER ANALYST	23	2.0	1.0	(1.0)
SENIOR OFFICE ASSISTANT	12	4.0	3.0	(1.0)
SENIOR PROCUREMENT SPECIALIST	27	0.0	1.0	1.0
SENIOR PROJECT MANAGER	27	1.0	1.0	0.0
SENIOR STAFF ANALYST	28	2.0	2.0	0.0
SENIOR STAFF ANALYST (EXEC)	28	1.0	1.0	0.0
SENIOR SUPERINTENDENT	27	8.0	7.0	(1.0)
STAFF ANALYST	26	1.0	0.0	(1.0)
STUDENT INTERN I	4	0.0	0.6	0.6
STUDENT INTERN II	10	0.0	1.0	1.0
SUPERINTENDENT	24	19.0	20.0	1.0
SYSTEMS CONSULTANT	26	1.0	1.0	0.0
SYSTEMS SUPPORT ANALYST I	16	2.0	2.0	0.0
SYSTEMS SUPPORT ANALYST IV	25	0.0	1.0	1.0
TECHNICAL HARDWARE ANALYST II	21	1.0	1.0	0.0
URBAN GARDEN MANAGER	23	1.0	1.0	0.0
URBAN PARK RANGER	12	25.0	24.0	(1.0)
URBAN PARK RANGER SUPERVISOR	17	1.0	1.0	0.0
WEB DESIGNER	21	1.0	1.0	0.0
YOUTH SPORTS PROGRAM ASSISTANT MANAGER	20	1.0	1.0	0.0
YOUTH SPORTS PROGRAM MANAGER	25	1.0	1.0	0.0
<b>Total FTEs</b>		<b>738.5</b>	<b>737.5</b>	<b>(1.0)</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>29.2</b>	<b>27.3</b>	<b>(1.9)</b>
<b>Full-Time Equivalents</b>		<b>709.3</b>	<b>710.2</b>	<b>0.9</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Parks and Recreation  
 Fund No./Bus. Area No. : 1000 / 3600

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3600010001	PRD-Director Office			
422122	Municipal Service Fees - TIRZ	624,800	624,800	624,800
452020	Recoveries & Refunds	462,500	484,900	484,900
452030	Miscellaneous Revenue	15,500	15,000	15,500
<b>Total</b>	<b>Parks and Recreation</b>	<b>1,102,800</b>	<b>1,124,700</b>	<b>1,125,200</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Parks and Recreation  
**Fund No./Bus. Area No. :** 1000 / 3600

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	21,914,162	23,127,183	22,327,183	23,235,214
500030	Salary Part Time - Civilian	1,253,315	1,626,984	1,621,422	1,697,995
500060	Overtime - Civilian	593,843	253,487	353,487	391,487
500090	Premium Pay - Civilian	48,435	24,031	24,031	24,031
500110	Bilingual Pay - Civilian	39,382	38,871	38,871	34,800
500180	Temporary Employees	1,153,862	1,133,649	1,133,649	979,748
500250	HOPE Union Business Usage	1,849	4,000	4,000	4,000
501070	Pension - Civilian	5,120,613	5,865,049	5,662,174	6,357,154
501120	Termination Pay - Civilian	335,908	0	503,875	0
502010	FICA - Civilian	1,827,169	1,999,042	1,798,042	2,010,905
503010	Health Ins-Act Civilian	4,778,011	4,736,380	4,736,379	4,641,939
503015	Basic Life Insurance - Active Civilian	12,665	13,388	13,388	13,464
503060	Long Term Disability-Civilian	46,084	48,819	48,819	48,976
503090	Workers Compensation-Civilian-Admin	158,182	184,675	184,675	210,503
503100	Workers Compensation-Civilian-Claim	729,370	539,814	539,814	505,659
504030	Unemployment Claims - Administration	29,103	45,356	45,356	45,356
<b>Total</b>	<b>Personnel Services</b>	<b>38,041,953</b>	<b>39,640,728</b>	<b>39,035,165</b>	<b>40,201,231</b>
511010	Chemical Gases & Special Fluids	90,292	127,000	133,700	139,800
511015	Cleaning & Sanitary Supplies	202,604	183,111	180,195	197,195
511020	Construction Materials	204,908	220,900	226,500	220,200
511025	Electrical Hardware & Parts	199,561	130,500	125,500	130,500
511030	Mechanical Hardware & Parts	83,468	60,300	60,300	61,000
511035	Meters Hydrants & Plumbing Supplies	103,857	113,700	123,200	122,400
511040	Audiovisual Supplies	8,941	7,800	7,800	7,300
511045	Computer Supplies	47,353	28,800	28,800	28,600
511050	Paper & Printing Supplies	61,425	15,100	15,100	20,800
511055	Publications & Printed Materials	1,662	3,800	3,800	3,200
511060	Postage	2,786	3,400	3,400	6,300
511070	Miscellaneous Office Supplies	128,851	92,400	90,600	108,600
511080	General Laboratory Supplies	837	2,700	2,700	2,700
511090	Medical & Surgical Supplies	7,235	20,482	13,700	13,700
511095	Small Technical & Scientific Equipment	1,440	3,760	6,600	7,100
511110	Fuel	1,277,138	1,292,800	1,292,800	1,173,579
511115	Vehicle Repair & Maintenance Supplies	20,012	6,900	6,800	6,800
511120	Clothing	123,973	183,517	181,754	193,700
511125	Food Supplies	2,174	9,600	8,600	9,600
511135	Recreational Supplies	277,441	180,939	182,040	205,040
511140	Landscaping & Gardening Supplies	104,495	139,700	116,200	139,700
511145	Small Tools & Minor Equipment	219,925	152,500	161,100	164,500
511150	Miscellaneous Parts & Supplies	181,969	151,182	168,100	173,400
511155	Inventory Sales	0	5,000	5,000	5,000
<b>Total</b>	<b>Supplies</b>	<b>3,352,347</b>	<b>3,135,891</b>	<b>3,144,289</b>	<b>3,140,714</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Parks and Recreation  
 Fund No./Bus. Area No. : 1000 / 3600

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520100	Temporary Personnel Services	572,459	623,941	604,900	604,900
520101	Janitorial Services	60,686	94,600	108,600	108,600
520102	Security Services	158,705	189,800	152,800	155,860
520106	Architectural Services	0	6,500	6,500	0
520108	Information Resource Services	40,014	52,600	52,600	52,600
520109	Medical Dental & Laboratory Services	40,705	36,500	36,500	36,500
520110	Management Consulting Services	(97,771)	0	0	0
520113	Photographic Services	17	400	400	400
520114	Miscellaneous Support Services	22,560	37,100	37,100	37,100
520115	Real Estate Lease/Office Rental	187,668	814,858	809,500	698,100
520118	Refuse Disposal	168,244	215,184	214,200	214,200
520119	Computer Eq/SW Mnt	8,555	11,600	11,600	11,600
520121	IT Application Svcs	312,671	382,158	382,158	441,429
520124	Other Equipment Services	3,018	46,680	53,070	83,230
520126	Construction Site Work Services	9,367	2,000	2,000	2,000
520127	Structural Construction Work Services	0	2,500	10,000	10,000
520128	Other Construction Work Services	15,187	10,000	10,000	10,000
520138	Zoo Contract	8,950,947	9,290,310	9,290,310	9,513,994
520139	Motor Pool Charges	249	3,650	3,650	3,650
520141	Engineering Services	0	39,500	39,500	39,500
520146	Contract Instructor Sports	189,691	71,500	71,500	94,000
520510	Mail/Delivery Services	2,886	4,000	4,000	4,100
520515	Print Shop Services	4,204	16,900	16,900	16,400
520520	Printing & Reproduction Services	11,829	7,300	7,300	7,300
520605	Advertising Services	9,877	2,600	2,600	2,100
520705	Insurance Fees	501,501	596,723	498,910	534,232
520755	Contingency	0	729,933	729,933	0
520765	Membership & Professional Fees	16,727	15,400	15,400	19,900
520805	Education & Training	48,519	50,650	50,650	48,450
520905	Travel - Training Related	11,028	25,300	25,500	27,900
520910	Travel - Non-Training Related	19,140	30,180	29,280	29,500
521405	Building Maintenance Services	1,086,402	1,061,300	1,060,800	1,066,000
521410	Sewer Services	871,806	727,831	752,931	753,100
521415	Land and Grounds Maintenance	890,390	1,219,200	1,361,840	1,421,100
521435	Water Services	3,262	800	800	20,300
521505	Electricity	3,809,597	3,982,753	3,982,753	3,798,730
521510	Natural Gas	142,644	128,581	134,593	132,091
521605	Data Services	146,859	256,747	256,747	287,108
521610	Voice Services	522,234	340,763	340,763	297,284
521620	Voice Equipment	4,775	10,855	10,855	3,263
521625	Voice Labor	5,643	13,762	13,762	21,213
521630	GIS Revolving Fund Services	30,962	54,401	54,401	76,769
521635	Voice Services -Wireless	86,943	68,219	68,219	86,216



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Parks and Recreation  
 Fund No./Bus. Area No. : 1000 / 3600

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521705	Vehicle/Equipment Rental/Lease	27,794	27,224	27,000	18,000
521715	Office Equipment Rental	80,368	79,800	75,700	59,400
521725	Other Rental	277,282	259,731	265,725	262,125
521730	Parking Space Rental	1,863	3,200	3,200	3,200
522305	Freight Charges	23	1,269	600	500
522430	Misc Othr Svcs & Chrg	115,869	226,782	145,700	144,400
522435	Interest Charges Past Due Accounts	351	200	200	200
522720	Interfund Payroll Services	(1,069)	0	0	0
522721	Interfund HR Client Services	504,176	746,606	746,606	765,713
522722	KRONOS Service Chargeback	28,247	32,228	32,228	39,247
522723	Drainage Fee Service Chargeback	906,430	920,400	920,400	890,700
522735	Interfund Communication Equipment Repair	0	5,800	5,800	5,800
522740	Interfund Police Service	42,740	10,000	47,000	47,000
522840	Houston Permitting Center Rent Chargeback	19,051	24,850	24,850	30,993
522845	Interfund Vehicle Services	2,543,151	3,041,764	3,041,764	3,231,050
<b>Total</b>	<b>Other Services and Charges</b>	<b>23,416,476</b>	<b>26,655,433</b>	<b>26,652,598</b>	<b>26,269,047</b>
560210	Furniture Fixtures and Equipment	0	8,246	8,246	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>8,246</b>	<b>8,246</b>	<b>0</b>
551030	Non-Capital Machinery & Equipment	(443)	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>(443)</b>	<b>0</b>	<b>0</b>	<b>0</b>
532020	Transfers to Capital Projects	1,065,275	1,065,275	1,065,275	1,065,275
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>1,065,275</b>	<b>1,065,275</b>	<b>1,065,275</b>	<b>1,065,275</b>
<b>Grand Total Expenditures</b>		<b>65,875,608</b>	<b>70,505,573</b>	<b>69,905,573</b>	<b>70,676,267</b>

## ADMINISTRATIVE SERVICES DEPARTMENTS

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# ADMINISTRATION AND REGULATORY AFFAIRS

## Department Description and Mission

The Administration and Regulatory Affairs (ARA) Department provides efficient and logical solutions to administrative and regulatory challenges. Our goal is to provide increasing value to Houston via a customer-driven team that pursues continual improvement to operational efficiency and service excellence.

The department's objectives are to:

- Demonstrate integrity, accountability, consistency, and professionalism.
- Provide excellent customer service.
- Emphasize strategic financial planning and performance reporting.
- Maximize the effective and efficient use of public funds.
- Follow directives and policies of City Council and City management.
- Build a cohesive team based on trust, respect, and mutual support.

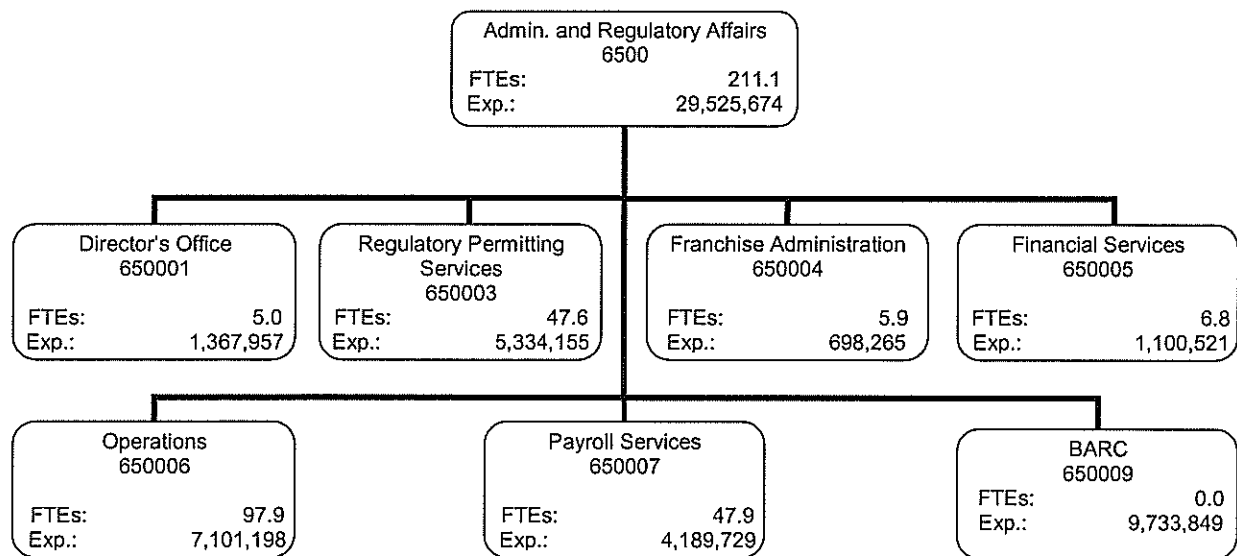
### Department Short Term Goals

1. Apply Lean Six Sigma methodology to business process improvement exercises for permits issued by Transportation (vehicles for hire) and Commercial Permitting sections.
2. Review economic regulations of Houston taxicab industry.
3. Implement downtown parking signage plan with minimal service disruption.

### Department Long Term Goals

1. Transform Bureau of Animal Regulation and Care (BARC) into the top municipal Animal Shelter and Adoptions Center in the United States.
2. Transform the 311 Service Helpline Division into the top citizen engagement center in the United States.
3. Transform the taxicab industry in Houston through technology, training and economic initiatives.
4. Identify and implement cost-effective technology solutions to facilitate Parking Management's ability to provide way finding and parking availability information to customers; leverage Parking Management infrastructure for economic development purposes.

## Department Organization



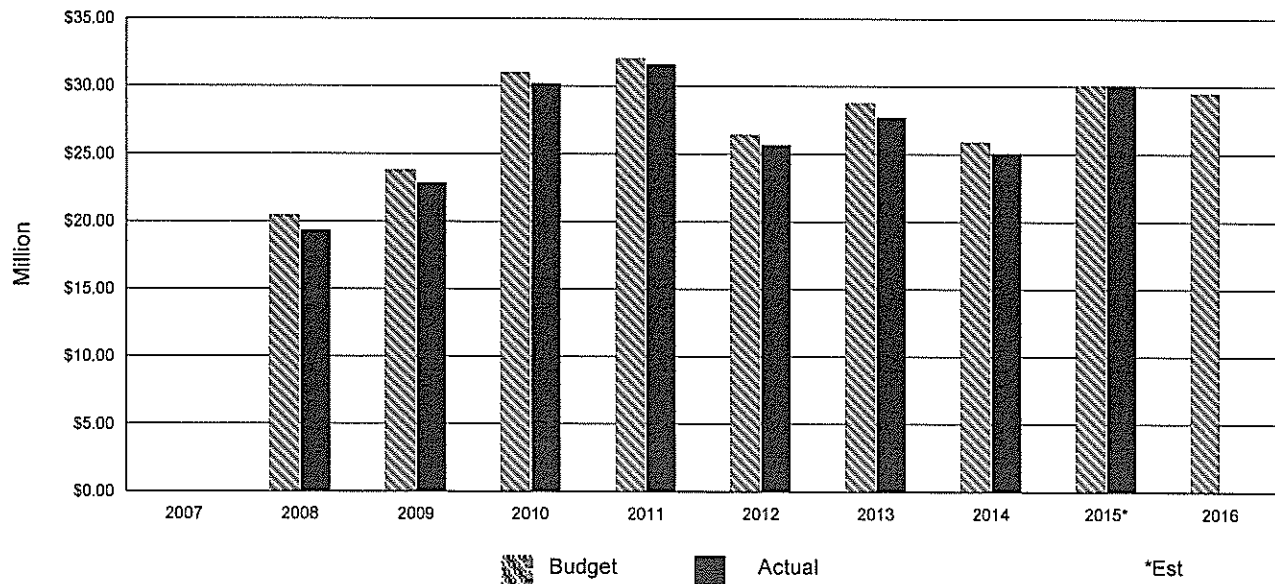
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : Administration and Regulatory Affairs  
 Fund No. /Bus. Area No. : 1000 / 6500

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	14,438,294	15,453,909	15,443,554	15,817,578
	Supplies	97,974	155,456	155,456	122,606
	Other Services and Charges	3,623,078	4,252,675	4,265,257	3,851,641
	Equipment	5,736	68,454	68,454	0
	Non-Capital Equipment	17,824	82,887	80,660	0
	Total M & O Expenditures	18,182,906	20,013,381	20,013,381	19,791,825
	Debt Service & Other Uses	6,886,018	10,090,460	10,090,460	9,733,849
	Total Expenditure	25,068,924	30,103,841	30,103,841	29,525,674
Revenues		206,901,557	201,409,845	206,177,897	205,899,584
Staffing	Full-Time Equivalents - Civilian	200.7	203.6	203.3	211.1
	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	200.7	203.6	203.3	211.1
	Full-Time Equivalents - Overtime	0.8	5.0	1.1	0.7
Significant Budget Changes and Highlights	o FY2016 Budget provides funding for health benefits and pension contribution. o Includes funding of \$611,388 for cost associated with Chapter 46 (Vehicles for Hire) Ordinance 2014-754.				

**Administration and Regulatory Affairs  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Administration and Regulatory Affairs  
**Fund No. /Bus. Area No.** : 1000 / 6500

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
311 Average Speed of Answer (seconds)	I,Q	75	90	68	75
311 Svc Request Submitted via Smartphone or Web	I,Q	6.7%	5.5%	6.0%	5.5%
Alcohol Site Survey Completion (days)	J	7	10	8	10
Houston Permitting Center (HPC) Wait Time (minutes)	J	13	15	35	25
HPC Customer Satisfaction Survey Rating	J	100%	98%	100%	98%
HPC Vehicle-for-Hire Customers Served	Q,P	18,339	17,200	31,034	25,000
Expenditures Budget vs Actual Utilization	F	97%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	101%	100%	100%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : General Fund</b> <b>Business Area : Administration and Regulatory Affairs</b> <b>Fund No. /Bus Area No. : 1000 / 6500</b>						
<b>Division Description</b>	<b>FY2014 Actual FTEs      Costs \$</b>	<b>FY2015 Estimate FTEs      Costs \$</b>	<b>FY2016 Budget FTEs      Costs \$</b>			
<b>Director's Office 650001</b> Executive head of Administration and Regulatory Affairs Department with authority over all department policies, procedures, and employees. Defines strategies to pivot operations and identifies opportunities to streamline customer service delivery.	4.3      1,367,282	4.0      1,290,447	5.0      1,367,957			
<b>Regulatory Permitting Services 650003</b> Administers ordinances related to regulation of vehicles for hire, alcohol related businesses, dance halls, game rooms, etc. Issues permits for burglar alarms.	34.3      4,219,453	39.5      5,341,371	47.6      5,334,155			
<b>Franchise Administration 650004</b> Regulates utilities such as electricity, natural gas, and private water companies. Manages franchises for the use of City right-of-ways.	5.0      520,584	6.0      709,847	5.9      698,265			
<b>Financial Services 650005</b> Develops, manages, and monitors ARA's operating budget. Provides accounting services for ARA and various other departments.	8.0      991,873	8.0      1,277,318	6.8      1,100,521			
<b>Operations 650006</b> Manages 311 Call Center and responds to citizens' questions and requests for service. Organizes and manages the citywide records program. Manages the City's Xerox and HISD contracts. Sells surplus city property. Provides mailroom services to 611 Walker, City Hall and City Hall Annex.	98.9      6,576,534	97.4      7,027,172	97.9      7,101,198			
<b>Payroll Services 650007</b> Provides time & attendance and payroll processing services to all City employees.	50.2      4,217,305	48.4      4,367,226	47.9      4,189,729			

**FISCAL YEAR 2016 BUDGET**

**Division Summary**

Fund Name : General Fund  
 Business Area : Administration and Regulatory Affairs  
 Fund No. /Bus Area No. : 1000 / 6500

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>BARC</b> <span style="float: right;">650009</span> BARC was moved to a Special Revenue Fund 2427 in FY2011. The budget line item "Transfer to Special Revenue Fund" is set up in General Fund.	0.0	7,175,893	0.0	10,090,460	0.0	9,733,849
<b>Total</b>	<u>200.7</u>	<u>25,068,924</u>	<u>203.3</u>	<u>30,103,841</u>	<u>211.1</u>	<u>29,525,674</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Administration and Regulatory Affairs  
**Fund No./Bus. Area No. :** 1000 / 6500

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
3-1-1 TELECOMMUNICATOR	13	42.0	41.0	(1.0)
3-1-1 TELECOMMUNICATOR SUPERVISOR	20	4.0	4.0	0.0
ADMIN. & REG. AFFAIRS DIRECTOR	37	1.0	1.0	0.0
ADMINISTRATION MANAGER	26	10.0	12.0	2.0
ADMINISTRATIVE ASSISTANT	17	13.0	12.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	12.0	7.0	(5.0)
ADMINISTRATIVE COORDINATOR	24	2.0	3.0	1.0
ADMINISTRATIVE SPECIALIST	20	15.0	16.0	1.0
ADMINISTRATIVE SUPERVISOR	22	4.0	4.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	4.0	3.0	(1.0)
CUSTOMER SERVICE MANAGER	29	1.0	0.0	(1.0)
CUSTOMER SERVICE REP. I	13	13.0	16.0	3.0
CUSTOMER SERVICE REP. II	15	5.0	5.0	0.0
CUSTOMER SERVICE REP. III	16	6.0	7.0	1.0
CUSTOMER SERVICE SECTION CHIEF	22	1.0	1.0	0.0
CUSTOMER SERVICE SUPERVISOR	18	1.0	2.0	1.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	3.0	3.0	0.0
DEPUTY DIRECTOR (EXEC)	34	0.0	1.0	1.0
DIVISION MANAGER	29	7.0	8.0	1.0
FINANCIAL ANALYST IV	25	1.0	0.0	(1.0)
FIXED ASSET SPECIALIST	13	1.0	1.0	0.0
GRAPHIC DESIGNER	17	1.0	0.0	(1.0)
HUMAN RESOURCES SPECIALIST	17	3.0	2.0	(1.0)
INVENTORY MANAGEMENT CLERK	9	1.0	1.0	0.0
INVENTORY MANAGEMENT SUPERVISOR	17	1.0	1.0	0.0
MANAGEMENT ANALYST I	15	2.0	5.0	3.0
MANAGEMENT ANALYST II	18	1.0	2.0	1.0
MANAGEMENT ANALYST III	21	1.0	2.0	1.0
MANAGEMENT INTERN	11	1.0	0.0	(1.0)
OFFICE SUPERVISOR	17	1.0	0.0	(1.0)
RECORDS ADMINISTRATOR	23	1.0	1.0	0.0
REGULATORY INVESTIGATOR	11	4.0	10.0	6.0
REGULATORY SUPERVISOR	20	1.0	2.0	1.0
SENIOR 3-1-1 TELECOMMUNICATOR	15	12.0	12.0	0.0
SENIOR ACCOUNT CLERK	13	1.0	1.0	0.0
SENIOR ACCOUNTANT	20	3.0	3.0	0.0
SENIOR CLERK	8	3.0	3.0	0.0
SENIOR REGULATORY INVESTIGATOR	14	7.0	6.0	(1.0)
SENIOR STAFF ANALYST	28	5.0	7.0	2.0
STAFF ANALYST	26	9.0	6.0	(3.0)
TRAINER	17	2.0	1.0	(1.0)
TRAINING ADMINISTRATOR	24	1.0	1.0	0.0
<b>Total FTEs</b>		<b>207.0</b>	<b>213.0</b>	<b>6.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>3.4</b>	<b>1.9</b>	<b>(1.5)</b>
<b>Full-Time Equivalents</b>		<b>203.6</b>	<b>211.1</b>	<b>7.5</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Administration and Regulatory Affairs  
 Fund No./Bus. Area No. : 1000 / 6500

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>6500030001</b>	<b>ARA - Transportation</b>			
421220	School Bus Licenses & Permits	32,425	44,218	39,401
421230	Taxicab Licenses & Permits	1,327,420	1,332,848	1,375,160
421280	Other Licenses & Permits	0	422,020	613,212
421570	Limousine Permits	870,958	1,094,124	1,027,653
421580	Charter Bus Permits	142,323	189,947	234,771
421600	Jitney Permit & Inspection Fees	4,881	4,881	5,020
421610	Low Speed Shuttle Permit/Inspection Fees	1,852	1,852	2,543
421620	Pedicab Permits & Inspection Fees	9,067	11,547	9,864
421630	Administrative Fee - Licenses & Permits	171,441	174,207	194,842
426240	Limousine Inspection Fees	90,716	122,922	106,668
<b>6500030002</b>	<b>ARA - Franchise Administration</b>			
416010	Electricity Franchise Tax	99,169,603	99,171,777	99,751,844
417010	Telephone Franchise Tax	42,225,000	42,700,000	41,165,000
418010	Natural Gas Franchise Tax	14,538,332	14,538,332	14,839,561
419010	Cable TV Franchise Tax	21,200,000	23,400,000	23,900,000
419040	Solid Waste Hauler Franchise Fee	6,400,000	6,750,000	6,980,000
419050	Spur Track Franchise Fee	20,426	20,426	20,426
419070	Fiber Optics Franchise Fee	45,184	45,184	44,600
419090	Telecomm Franchise Fees - Prior Year	0	7,976	(300,000)
419120	Solid Waste Franchise Fees-Prior Year	0	101,727	0
421590	Right-of-way Permits	290,742	290,742	287,000
<b>6500030003</b>	<b>ARA - Commercial Permitting</b>			
421100	Occupation Licenses	209,616	186,365	185,947
421110	Sexually Oriented Business Permits	25,497	23,499	23,158
421130	Decals for Coin-Ope.Amusement Machines	376,673	392,351	374,329
421140	Dance Licenses	57,440	51,744	57,710
421150	Liquor Licenses	1,516,968	1,402,728	1,358,208
421280	Other Licenses & Permits	251,870	359,514	394,853
421630	Administrative Fee - Licenses & Permits	57,283	57,734	50,141
426330	Miscellaneous Copies Fees	70	70	62
428090	Miscellaneous Fines & Forfeitures	0	18,360	0
<b>6500030005</b>	<b>ARA - Burglar Alarm Permitting</b>			
421170	Burglar Alarm Permits	8,400,000	9,215,452	9,139,245
421630	Administrative Fee - Licenses & Permits	576,635	644,902	638,772
428050	False Alarm Penalties	1,958,467	1,976,326	1,952,480
<b>6500070001</b>	<b>ARA - Payroll Services</b>			
424080	Interfund Payroll Services	673,310	657,632	664,570
426290	Other Service Charges	90,270	88,094	87,168
<b>6500070007</b>	<b>ARA - Asset Disposition/PDMO</b>			
434205	Sale of Scrap Metal	2,000	2,020	2,000
434225	Sale of Non-Capital Equip. & Merchandise	300,000	303,000	300,000
<b>6500080003</b>	<b>ARA - 3-1-1</b>			
424040	Interfund 311	373,376	373,376	373,376
<b>Total</b>	<b>Administration and Regulatory Affairs</b>	<b>201,409,845</b>	<b>206,177,897</b>	<b>205,899,584</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Administration and Regulatory Affairs  
**Fund No./Bus. Area No. :** 1000 / 6500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	9,260,615	9,946,189	9,799,783	10,167,332
500030	Salary Part Time - Civilian	368,761	321,671	359,671	346,619
500060	Overtime - Civilian	42,833	40,060	75,833	49,335
500090	Premium Pay - Civilian	13,092	23,930	13,454	23,930
500110	Bilingual Pay - Civilian	46,931	52,957	48,395	52,663
500210	Pay for Performance-Municipal	5,000	25,698	46,098	25,698
501050	Employee Awards	2,626	6,500	6,500	6,500
501070	Pension - Civilian	2,173,508	2,522,349	2,503,422	2,781,782
501120	Termination Pay - Civilian	186,211	92,765	125,487	11,373
502010	FICA - Civilian	751,811	790,520	790,521	808,372
503010	Health Ins-Act Civilian	1,472,231	1,509,927	1,508,883	1,413,931
503015	Basic Life Insurance - Active Civilian	5,445	5,788	5,648	5,906
503060	Long Term Disability-Civilian	15,472	16,728	15,861	17,011
503090	Workers Compensation-Civilian-Admin	44,127	54,270	56,441	62,569
503100	Workers Compensation-Civilian-Claim	33,975	27,557	70,557	27,557
504030	Unemployment Claims - Administration	15,656	17,000	17,000	17,000
<b>Total</b>	<b>Personnel Services</b>	<b>14,438,294</b>	<b>15,453,909</b>	<b>15,443,554</b>	<b>15,817,578</b>
511020	Construction Materials	22	0	0	0
511040	Audiovisual Supplies	(108)	0	0	0
511045	Computer Supplies	12,230	22,247	22,247	11,347
511050	Paper & Printing Supplies	2,356	15,287	15,287	6,434
511055	Publications & Printed Materials	655	1,400	1,400	600
511060	Postage	24,508	20,900	20,900	20,900
511070	Miscellaneous Office Supplies	33,694	46,882	46,882	47,602
511110	Fuel	12,164	22,140	22,140	10,123
511115	Vehicle Repair & Maintenance Supplies	821	4,112	4,112	4,112
511120	Clothing	4,414	6,530	6,530	6,530
511125	Food Supplies	0	1,480	1,480	480
511150	Miscellaneous Parts & Supplies	6,691	14,478	14,478	14,478
511160	Protective Gear	527	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>97,974</b>	<b>155,456</b>	<b>155,456</b>	<b>122,606</b>
520100	Temporary Personnel Services	107,996	106,689	127,595	121,812
520102	Security Services	2,696	9,600	9,600	9,600
520105	Accounting & Auditing Services	1,439,117	1,495,402	1,495,402	1,488,038
520107	Computer Info/Contr	1,998	3,500	3,500	3,500
520108	Information Resource Services	101	23,450	23,450	200
520109	Medical Dental & Laboratory Services	1,518	530	1,382	530
520110	Management Consulting Services	7,575	21,731	21,731	21,731
520112	Banking Services	57,211	100,000	100,000	100,000
520114	Miscellaneous Support Services	28,182	33,860	33,860	33,860
520119	Computer Eq/SW Mnt	147,870	196,216	196,216	196,216
520121	IT Application Svcs	367,013	304,403	304,403	318,867
520123	Vehicle & Motor Equipment Services	18,194	0	0	0
520124	Other Equipment Services	(60)	0	0	0
520141	Engineering Services	96	0	0	0
520510	Mail/Delivery Services	230	690	690	650
520515	Print Shop Services	38,483	31,005	38,182	23,001

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Administration and Regulatory Affairs  
 Fund No./Bus. Area No. : 1000 / 6500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520520	Printing & Reproduction Services	16,205	20,015	19,590	24,432
520605	Advertising Services	1,143	190	1,545	190
520705	Insurance Fees	2,452	8,313	8,313	6,738
520725	Assessments - Other Governments	0	4,200	4,200	4,200
520765	Membership & Professional Fees	7,593	8,383	8,383	8,383
520805	Education & Training	19,890	20,650	20,650	17,140
520905	Travel - Training Related	16,183	16,604	16,604	16,604
520910	Travel - Non-Training Related	961	10,495	10,495	1,000
521405	Building Maintenance Services	0	20,000	20,000	0
521605	Data Services	108,870	126,986	126,986	84,883
521610	Voice Services	305,803	406,545	406,545	370,376
521620	Voice Equipment	10,388	10,499	9,499	2,856
521625	Voice Labor	592	12,042	12,042	18,561
521630	GIS Revolving Fund Services	17,349	31,013	31,013	27,463
521635	Voice Services -Wireless	71,160	117,960	115,620	95,888
521705	Vehicle/Equipment Rental/Lease	3,214	7,039	7,039	7,039
521715	Office Equipment Rental	66,059	71,445	71,445	71,445
521730	Parking Space Rental	37,737	85,098	85,098	85,098
521735	Hobby Parking Space Rental	39,522	56,600	56,600	56,600
522405	Management Savings	(495)	0	0	0
522430	Misc Othr Svcs & Chrg	76,530	10,242	10,242	6,209
522435	Interest Charges Past Due Accounts	290	500	500	500
522720	Interfund Payroll Services	(139)	0	0	0
522721	Interfund HR Client Services	160,298	303,527	303,527	243,943
522722	KRONOS Service Chargeback	9,311	9,938	9,938	12,102
522795	Other Interfund Services	112,547	119,618	119,618	0
522840	Houston Permitting Center Rent Chargeback	321,395	415,854	415,854	358,495
522845	Interfund Vehicle Services	0	31,843	17,900	13,491
<b>Total</b>	<b>Other Services and Charges</b>	<b>3,623,078</b>	<b>4,252,675</b>	<b>4,265,257</b>	<b>3,851,641</b>
560220	Vehicles	0	68,454	68,454	0
560230	Computer HW and Developed SW	5,736	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>5,736</b>	<b>68,454</b>	<b>68,454</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	942	10,253	8,026	0
551015	Non-Capital Computer Equipment	3,645	72,634	72,634	0
551040	Non-Capital Other	13,237	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>17,824</b>	<b>82,887</b>	<b>80,660</b>	<b>0</b>
532015	Transfers to Convention & Entertainment	(289,875)	0	0	0
532025	Transfers to Special Revenues	7,175,893	10,090,460	10,090,460	9,733,849
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>6,886,018</b>	<b>10,090,460</b>	<b>10,090,460</b>	<b>9,733,849</b>
<b>Grand Total Expenditures</b>		<b>25,068,924</b>	<b>30,103,841</b>	<b>30,103,841</b>	<b>29,525,674</b>



# CITY CONTROLLER

## Department Description and Mission

The mission of the Office of the City Controller is to protect the financial integrity of Houston's City government by:

- o Accurately and timely reporting on the City's current financial condition.
- o Assessing the City's future financial condition with accurate forecasts of projected revenues and expenses.
- o Certifying to City Council that funds are available for all appropriations and commitments of funds and keeping accurate books of account to reflect these commitments.
- o Certifying that vendors with City contracts are not delinquent on City taxes.
- o Auditing the financial activities of the City departments.
- o Ensuring that every City dollar is fully and wisely invested at all times.
- o Serving as the financial voice for City government, informing the citizens about important financial issues.

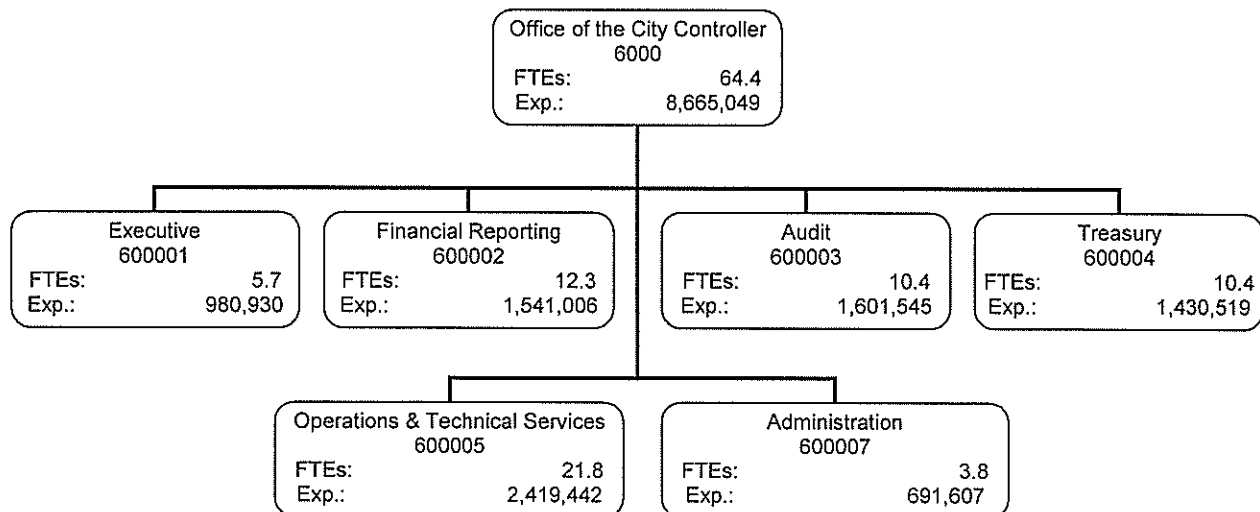
### Department Short Term Goals:

- o Increase transparency of government spending.
- o Automate the City's Comprehensive Annual Financial Report.
- o Retain AAA rating from Standard and Poor's for the City's Investment Portfolio.
- o Work to implement paperless approval of City's invoices.

### Department Long Term Goals:

- o Resume expansion of the Audit Division.
- o Successfully pass a peer review process for the Audit Division.
- o Complete paperless workflow system for financial data.

## Department Organization



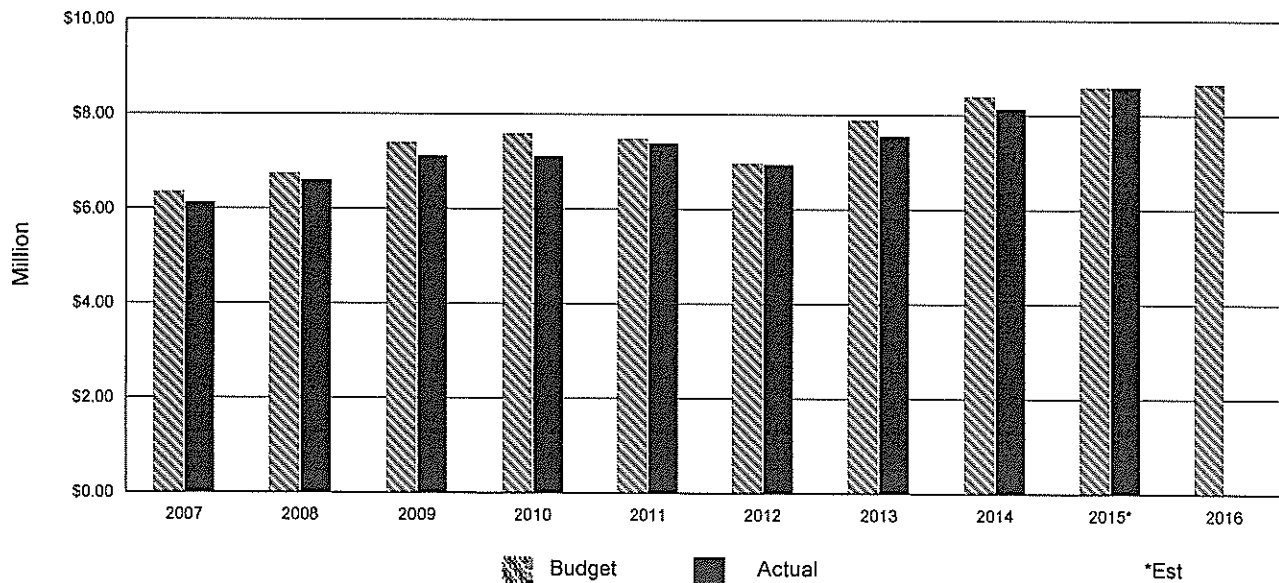
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : City Controller  
 Fund No. /Bus. Area No. : 1000 / 6000

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	7,030,597	7,173,107	7,173,107	7,348,315
	Supplies	76,838	154,362	154,362	129,098
	Other Services and Charges	1,026,423	1,262,141	1,262,141	1,187,636
	Total M & O Expenditures	8,133,858	8,589,610	8,589,610	8,665,049
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	8,133,858	8,589,610	8,589,610	8,665,049
Revenues		(50)	0	0	0
Staffing	Full-Time Equivalents - Civilian	65.3	64.5	64.5	64.4
	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	65.3	64.5	64.5	64.4
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution. o The FY2016 Budget provides funding for the continuation of current service levels.				

**City Controller  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : City Controller</b> <b>Fund No. /Bus Area No. : 1000 / 6000</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Executive 600001</b> Sets policy for the City Controller's Office, serves as the independent financial voice for the City of Houston, and provides the communication link between the office and the public.	7.0	1,028,088	5.7	919,271	5.7	980,930
<b>Financial Reporting 600002</b> Provides timely and accurate monthly financial reports and prepares the Comprehensive Annual Financial Report (CAFR).	12.2	1,319,571	12.3	1,498,961	12.3	1,541,006
<b>Audit 600003</b> Provides the Mayor, City Council and department management with independent analyses and recommendations concerning the adequacy and effectiveness of the City's internal control structure. Responds to Fraud Hotline.	11.4	1,569,306	10.4	1,628,619	10.4	1,601,545
<b>Treasury 600004</b> Manages all investments of City funds except pension and trust funds. Oversees all debt operations, revolving credit agreements and letters of credit, new debt issuances and refinancing of existing debt.	8.7	1,278,513	9.5	1,394,098	10.4	1,430,519
<b>Operations &amp; Technical Services 600005</b> Reviews and approves financial transactions relating to disbursements and payroll; maintains archive records of City transactions; performs bank reconciliations; coordinates tax reviews of City vendors. Certifies funds for Council Action. Processes unclaimed property.	22.5	2,299,504	22.8	2,416,023	21.8	2,419,442

**FISCAL YEAR 2016 BUDGET**

Division Summary							
Fund Name : General Fund							
Business Area : City Controller							
Fund No. /Bus Area No. : 1000 / 6000							
Division Description		FY2014 Actual FTEs      Costs \$		FY2015 Estimate FTEs      Costs \$		FY2016 Budget FTEs      Costs \$	
Administration 600007 Provides the Office of the City Controller with services in human resources, budget, purchasing and administrative processes to maximize staff productivity.		3.5	638,876	3.8	732,638	3.8	691,607
Total		65.3	8,133,858	64.5	8,589,610	64.4	8,665,049



**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

Fund Name : General Fund  
 Business Area : City Controller  
 Fund No./Bus. Area No. : 1000 / 6000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT SUPERVISOR	24	1.0	1.0	0.0
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATION MANAGER (EXE LEV)	26	1.0	1.0	0.0
ADMINISTRATIVE ASSISTANT	17	8.0	7.0	(1.0)
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	0.0	1.0	1.0
ADMINISTRATIVE ASSOCIATE	13	2.0	2.0	0.0
ADMINISTRATIVE COORDINATOR	24	2.0	3.0	1.0
ADMINISTRATIVE SPECIALIST	20	1.0	0.0	(1.0)
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	1.0	0.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	2.0	2.0	0.0
ASSISTANT CITY AUDITOR III	25	4.0	4.0	0.0
ASSISTANT CITY AUDITOR IV	27	3.0	3.0	0.0
ASSISTANT CITY AUDITOR V	29	2.0	2.0	0.0
ASSISTANT CITY CONTROLLER I	13	2.0	1.0	(1.0)
ASSISTANT CITY CONTROLLER II	19	2.0	3.0	1.0
ASSISTANT CITY CONTROLLER III	25	4.0	4.0	0.0
ASSISTANT CITY CONTROLLER IV	27	5.0	5.0	0.0
ASSISTANT CITY CONTROLLER V	29	3.0	3.0	0.0
CITY AUDITOR (EXE LEV)	34	1.0	1.0	0.0
CITY CONTROLLER		1.0	1.0	0.0
DEPUTY CITY CONTROLLER (EXE LEV)	36	4.0	4.0	0.0
DEPUTY DIRECTOR (EXE LEV)	34	1.0	0.0	(1.0)
DEPUTY DIRECTOR-CONTROLLER'S OFFICE (EXE LEV)	31	2.0	3.0	1.0
FINANCIAL ANALYST I	15	0.0	1.0	1.0
LAN SPECIALIST	26	1.0	1.0	0.0
MANAGEMENT ANALYST IV	25	2.0	2.0	0.0
MICROCOMPUTER ANALYST	20	1.0	1.0	0.0
SENIOR ACCOUNT CLERK	13	1.0	1.0	0.0
SENIOR STAFF ANALYST	28	0.0	1.0	1.0
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	0.0
SENIOR TREASURY ANALYST	26	3.0	3.0	0.0
STAFF ANALYST (EXE LEV)	26	1.0	1.0	0.0
STUDENT INTERN II	10	1.0	1.0	0.0
SYSTEMS SUPPORT ANALYST IV	25	2.0	2.0	0.0
TREASURY ANALYST	21	1.0	0.0	(1.0)
TREASURY MANAGER	30	1.0	1.0	0.0
<b>Total FTEs</b>		<b>68.0</b>	<b>68.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>3.5</b>	<b>3.6</b>	<b>0.1</b>
<b>Full-Time Equivalents</b>		<b>64.5</b>	<b>64.4</b>	<b>(0.1)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name : General Fund**  
**Business Area : City Controller**  
**Fund No./Bus. Area No. : 1000 / 6000**

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	4,873,032	4,971,619	4,971,619	4,915,646
500030	Salary Part Time - Civilian	77,655	33,506	33,506	175,366
500060	Overtime - Civilian	22	0	0	0
500110	Bilingual Pay - Civilian	1,803	1,820	1,820	1,820
501070	Pension - Civilian	1,139,502	1,260,800	1,260,800	1,344,922
501120	Termination Pay - Civilian	68,385	60,801	60,801	43,500
501160	Vehicle Allowance - Civilian	4,216	4,200	4,200	4,200
502010	FICA - Civilian	360,154	367,739	367,739	371,798
503010	Health Ins-Act Civilian	480,359	443,338	443,338	459,722
503015	Basic Life Insurance - Active Civilian	2,886	2,890	2,890	2,945
503060	Long Term Disability-Civilian	4,945	5,399	5,399	5,305
503090	Workers Compensation-Civilian-Admin	13,794	16,900	16,900	18,996
503100	Workers Compensation-Civilian-Claim	0	1,580	1,580	1,580
504030	Unemployment Claims - Administration	3,844	2,515	2,515	2,515
<b>Total</b>	<b>Personnel Services</b>	<b>7,030,597</b>	<b>7,173,107</b>	<b>7,173,107</b>	<b>7,348,315</b>
511045	Computer Supplies	23,628	66,512	66,512	50,532
511050	Paper & Printing Supplies	49	3,500	3,500	3,500
511055	Publications & Printed Materials	1,174	3,600	3,600	3,600
511060	Postage	31,884	38,000	38,000	37,216
511070	Miscellaneous Office Supplies	18,329	34,250	34,250	28,750
511150	Miscellaneous Parts & Supplies	1,774	8,500	8,500	5,500
<b>Total</b>	<b>Supplies</b>	<b>76,838</b>	<b>154,362</b>	<b>154,362</b>	<b>129,098</b>
520100	Temporary Personnel Services	51,215	36,500	36,500	36,500
520105	Accounting & Auditing Services	396,762	392,000	392,000	392,000
520108	Information Resource Services	54,533	85,000	85,000	80,000
520109	Medical Dental & Laboratory Services	158	200	200	200
520110	Management Consulting Services	3,918	0	0	0
520112	Banking Services	83,253	160,000	160,000	150,584
520114	Miscellaneous Support Services	12,427	15,000	15,000	14,000
520119	Computer Eq/SW Mnt	54,425	82,000	82,000	77,000
520120	Communications Equipment Services	5,940	6,000	6,000	6,000
520121	IT Application Svcs	97,501	99,217	99,217	100,467
520510	Mail/Delivery Services	173	2,600	2,600	2,600
520515	Print Shop Services	5,052	5,473	5,473	5,473
520520	Printing & Reproduction Services	7,363	21,100	21,100	18,100
520705	Insurance Fees	930	989	989	1,130
520765	Membership & Professional Fees	4,687	9,165	9,165	10,165
520805	Education & Training	18,444	26,500	26,500	27,700
520905	Travel - Training Related	26,992	30,500	30,500	30,500
520910	Travel - Non-Training Related	1,877	5,500	5,500	5,500
521605	Data Services	25,307	6,035	6,035	6,416
521610	Voice Services	20,234	12,647	12,647	11,034

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : City Controller  
 Fund No./Bus. Area No. : 1000 / 6000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521620	Voice Equipment	593	1,750	1,750	526
521625	Voice Labor	0	2,218	2,218	3,419
521630	GIS Revolving Fund Services	2,644	3,730	3,730	3,477
521635	Voice Services -Wireless	8,017	7,949	7,949	4,992
521715	Office Equipment Rental	16,793	27,000	27,000	27,000
521720	Computer Equipment Rental	25,800	26,000	26,000	26,000
521725	Other Rental	0	1,300	1,300	1,300
521730	Parking Space Rental	37,790	48,377	48,377	40,000
522430	Misc Othr Svcs & Chrg	10,979	70,670	70,670	30,670
522721	Interfund HR Client Services	49,727	73,656	73,656	71,150
522722	KRONOS Service Chargeback	2,889	3,065	3,065	3,733
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,026,423</b>	<b>1,262,141</b>	<b>1,262,141</b>	<b>1,187,636</b>
<b>Grand Total Expenditures</b>		<b>8,133,858</b>	<b>8,589,610</b>	<b>8,589,610</b>	<b>8,665,049</b>



## CITY COUNCIL

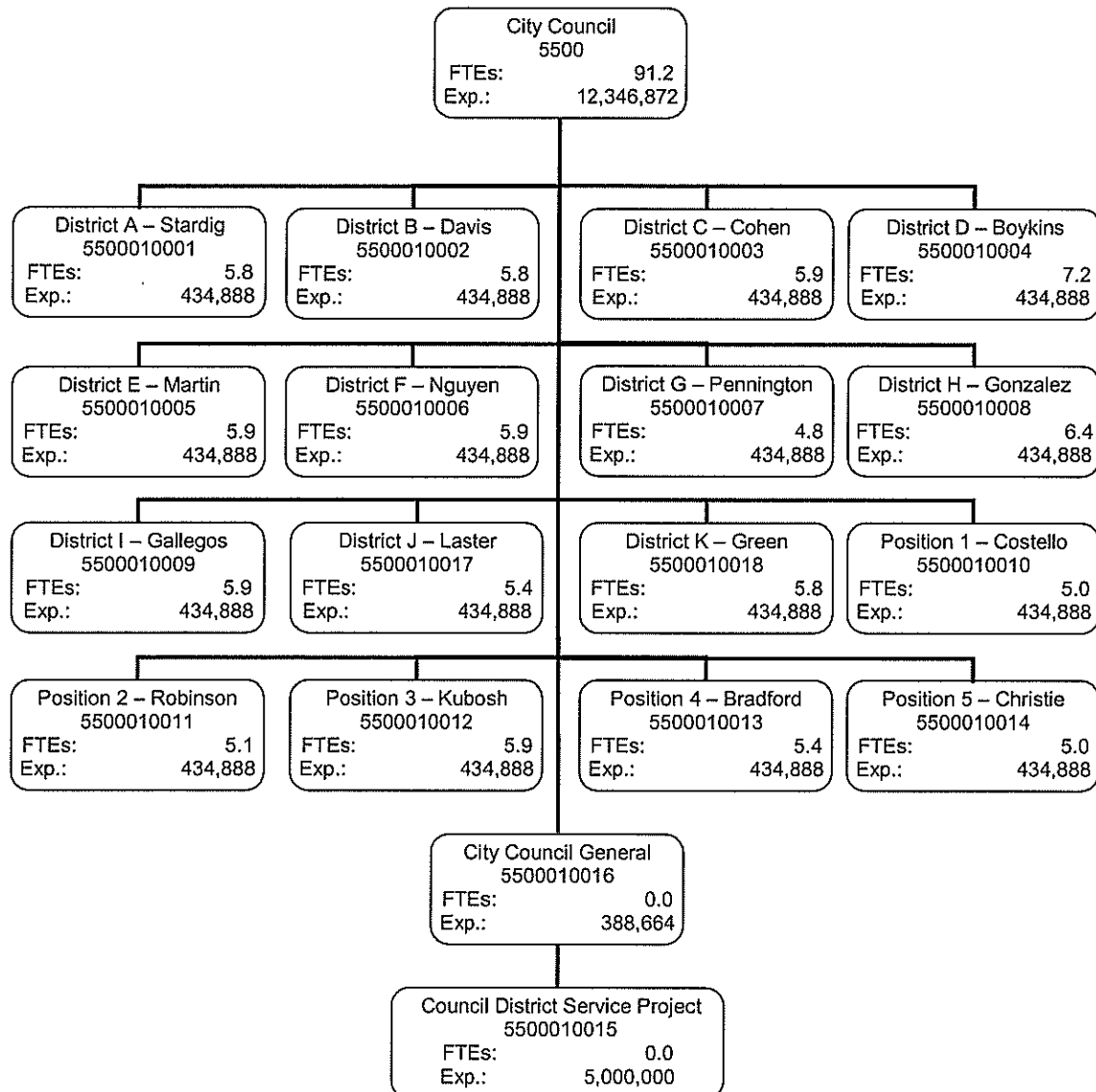
### Department Description and Mission

There are sixteen Council Members who represent eleven geographical districts and five at-large positions.

The Houston City Council serves as the legislative body with power to enact all ordinances and resolutions. The Members of Council jointly determine policy and initiate legislation. The City Council convenes twice weekly to administer duties set forth by the City Charter.

The Council Members respond to several thousand constituents' calls and letters weekly, hold community meetings, and attend civic organization meetings. The Administrative Office of City Council provides the administrative support function for City Council.

### Department Organization



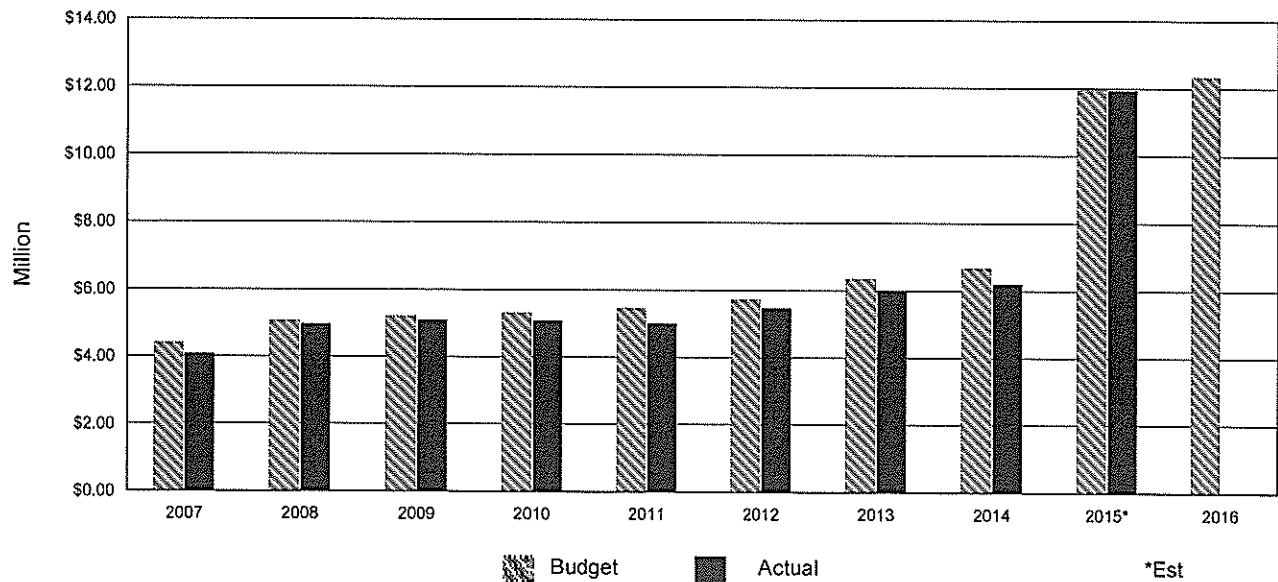
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : City Council  
 Fund No. /Bus. Area No. : 1000 / 5500

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	5,826,016	7,149,104	7,145,530	6,841,580
	Supplies	87,191	491,645	478,474	71,448
	Other Services and Charges	289,806	4,199,933	4,216,678	5,433,844
	Equipment	0	18,870	18,870	0
	Non-Capital Equipment	5,274	98,656	98,656	0
	Total M & O Expenditures	6,208,287	11,958,208	11,958,208	12,346,872
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	6,208,287	11,958,208	11,958,208	12,346,872
Revenues		0	0	0	0
Staffing	Full-Time Equivalents - Civilian	74.6	87.5	87.5	91.2
	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	74.6	87.5	87.5	91.2
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Includes funding for Council District Service Project Program.				

**City Council  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

Division Summary							
<b>Fund Name : General Fund</b> <b>Business Area : City Council</b> <b>Fund No. /Bus Area No. : 1000 / 5500</b>							
Division Description		FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>City Council 550001</b> Serves as a legislative body with power to enact all ordinances and resolutions. The Council Members determine policy, initiate legislation and administer duties set forth in the City Charter.		74.6	6,208,287	87.5	6,958,208	91.2	7,346,872
<b>Council District Service Project 550002</b> Council District Service Project Program establishes a method to address minor neighborhood issues. Each District Council Member is allocated an equal amount from the \$5,000,000 to be utilized based on neighborhood needs and constituents' input in determining what money will be spent on what issues, with approval by the Mayor.		0.0	0	0.0	5,000,000	0.0	5,000,000
<b>Total</b>		<b>74.6</b>	<b>6,208,287</b>	<b>87.5</b>	<b>11,958,208</b>	<b>91.2</b>	<b>12,346,872</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name** : General Fund  
**Business Area** : City Council  
**Fund No./Bus. Area No. :** 1000 / 5500

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
COUNCIL ADMINISTRATIVE ASSISTANT (EXEC)	20	13.3	13.1	(0.2)
COUNCIL INTERN (EXEC)	8	7.0	13.3	6.3
COUNCIL MEMBER		16.0	16.0	0.0
COUNCIL RESEARCH ASSISTANT (EXEC)	23	16.0	10.0	(6.0)
COUNCIL SECRETARY (EXEC)	15	18.2	19.8	1.6
SENIOR COUNCIL AIDE (EXEC)	28	17.0	19.0	2.0
<b>Total FTEs</b>		<b>87.5</b>	<b>91.2</b>	<b>3.7</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>87.5</b>	<b>91.2</b>	<b>3.7</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : City Council  
 Fund No./Bus. Area No. : 1000 / 5500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	3,864,560	4,153,941	4,166,135	4,196,519
500030	Salary Part Time - Civilian	294,460	441,732	430,843	631,809
500060	Overtime - Civilian	618	172,297	172,000	0
500070	Overtime - Classified	0	429,000	429,000	0
500110	Bilingual Pay - Civilian	5,887	6,326	3,615	4,518
501070	Pension - Civilian	904,345	1,058,886	1,056,536	1,148,161
501160	Vehicle Allowance - Civilian	68,428	67,456	67,456	67,456
502010	FICA - Civilian	315,939	352,506	351,943	369,718
503010	Health Ins-Act Civilian	346,554	435,297	437,417	388,664
503015	Basic Life Insurance - Active Civilian	2,282	2,486	2,482	2,589
503060	Long Term Disability-Civilian	4,689	4,988	4,985	4,930
503090	Workers Compensation-Civilian-Admin	18,254	24,189	23,118	27,216
<b>Total</b>	<b>Personnel Services</b>	<b>5,826,016</b>	<b>7,149,104</b>	<b>7,145,530</b>	<b>6,841,580</b>
511020	Construction Materials	0	9,500	9,500	0
511025	Electrical Hardware & Parts	0	112,000	112,000	0
511045	Computer Supplies	14,521	12,228	2,600	9,800
511050	Paper & Printing Supplies	394	665	665	700
511055	Publications & Printed Materials	4,278	5,770	4,499	5,042
511060	Postage	7,503	3,171	2,621	2,050
511070	Miscellaneous Office Supplies	44,625	45,561	45,861	40,099
511100	Veterinary & Animal Supplies	0	260,000	260,000	0
511120	Clothing	8,625	7,689	5,900	8,676
511125	Food Supplies	760	332	0	700
511135	Recreational Supplies	0	26,250	26,250	0
511140	Landscaping & Gardening Supplies	0	3,200	3,200	0
511150	Miscellaneous Parts & Supplies	6,485	5,279	5,378	4,381
<b>Total</b>	<b>Supplies</b>	<b>87,191</b>	<b>491,645</b>	<b>478,474</b>	<b>71,448</b>
520100	Temporary Personnel Services	0	120,000	120,000	0
520106	Architectural Services	0	160,500	160,500	0
520107	Computer Info/Contr	9,547	11,487	8,475	11,193
520109	Medical Dental & Laboratory Services	1,616	454	0	163
520110	Management Consulting Services	1,555	3,500	0	3,000
520115	Real Estate Lease/Office Rental	1,500	6,000	0	6,000
520120	Communications Equipment Services	0	1,326	1,326	1,326
520121	IT Application Svcs	52,928	67,745	67,745	80,682
520122	Office Equipment Services	410	310	0	100
520124	Other Equipment Services	1,165	0	0	0
520126	Construction Site Work Services	0	65,500	65,500	0
520127	Structural Construction Work Services	0	110,000	110,000	0
520515	Print Shop Services	26,656	16,753	15,087	18,017
520520	Printing & Reproduction Services	29,344	17,500	15,250	11,900
520605	Advertising Services	1,169	2,007	349	1,100
520755	Contingency	0	16,747	45,140	115,815
520765	Membership & Professional Fees	1,615	135,975	135,850	1,125
520805	Education & Training	0	121,700	121,700	600
520905	Travel - Training Related	8,512	7,272	3,630	8,648
520910	Travel - Non-Training Related	36,383	67,304	72,922	73,196
521415	Land and Grounds Maintenance	0	45,000	45,000	0
521420	Infrastructure Maintenance Service	0	6,353	6,353	0
521505	Electricity	0	42,284	42,284	0
521605	Data Services	51,435	37,609	37,609	33,622
521610	Voice Services	20,415	15,575	15,575	13,488
521620	Voice Equipment	580	5,424	5,424	1,632
521625	Voice Labor	0	6,880	6,880	10,608

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : City Council  
 Fund No./Bus. Area No. : 1000 / 5500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521630	GIS Revolving Fund Services	3,584	4,624	4,624	4,720
521635	Voice Services -Wireless	28,649	27,963	27,963	25,493
521705	Vehicle/Equipment Rental/Lease	1,820	0	0	0
521715	Office Equipment Rental	5,600	5,952	5,952	5,952
521725	Other Rental	0	23,500	29,500	0
522430	Misc Othr Svcs & Chrg	1,675	3,043,036	3,042,387	5,001,000
522722	KRONOS Service Chargeback	3,648	3,653	3,653	4,464
<b>Total</b>	<b>Other Services and Charges</b>	<b>289,806</b>	<b>4,199,933</b>	<b>4,216,678</b>	<b>5,433,844</b>
560810	Cap Exp-Controlled Equipment	0	18,870	18,870	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>18,870</b>	<b>18,870</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	5,274	95,386	95,386	0
551015	Non-Capital Computer Equipment	0	3,270	3,270	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>5,274</b>	<b>98,656</b>	<b>98,656</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>6,208,287</b>	<b>11,958,208</b>	<b>11,958,208</b>	<b>12,346,872</b>

## CITY SECRETARY

### Department Description and Mission

The Office of the City Secretary is responsible for recording the minutes of City Council meetings and maintaining all official City records. The activities of the City Secretary include: preparing the Council meeting agenda, administering City elections, receiving vendor bid proposals, and processing Council motions, resolutions, and ordinances.

### Department Organization

City Secretary		
750001		
FTEs:		11.2
Exp.:		888,982

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

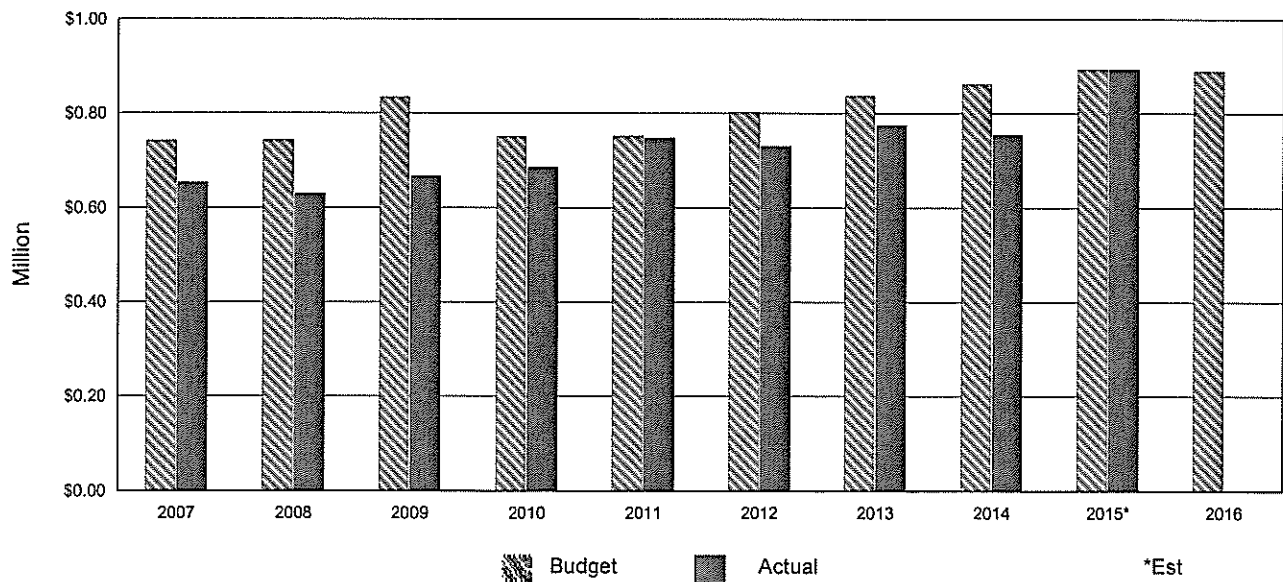
**Fund Name** : General Fund  
**Business Area** : City Secretary  
**Fund No. /Bus. Area No.** : 7500 / 1000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	661,902	724,820	713,960	727,516
	Supplies	7,267	15,843	15,843	16,286
	Other Services and Charges	85,694	152,428	163,288	145,180
	Total M & O Expenditures	754,863	893,091	893,091	888,982
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	754,863	893,091	893,091	888,982
Revenues		9,885	15,000	15,000	15,000
Staffing	Full-Time Equivalents - Civilian	10.7	12.0	12.0	11.2
	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	10.7	12.0	12.0	11.2
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0

**Significant  
Budget  
Changes  
and  
Highlights**

- o The FY2016 Budget provides funding for health benefits and pension contribution.

**City Secretary  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

Division Summary							
<b>Fund Name : General Fund</b> <b>Business Area : City Secretary</b> <b>Fund No. /Bus Area No. : 1000 / 7500</b>							
Division Description		FY2014 Actual FTEs      Costs \$		FY2015 Estimate FTEs      Costs \$		FY2016 Budget FTEs      Costs \$	
<b>CSC - City Secretary</b> <b>750001</b> The official custodian of the proceedings of City Council meetings; prepare weekly agenda. Prepare minutes and motions in final form, process ordinances and resolutions and receive vendor bid proposals.		10.7	754,863	12.0	893,091	11.2	888,982
<b>Total</b>		<b>10.7</b>	<b>754,863</b>	<b>12.0</b>	<b>893,091</b>	<b>11.2</b>	<b>888,982</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** City Secretary  
**Fund No./Bus. Area No. :** 1000 / 7500

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	0.0
ADMINISTRATIVE ASSOCIATE	13	3.0	3.0	0.0
CITY SECRETARY	34	1.0	1.0	0.0
EXECUTIVE OFFICE ASSISTANT	15	1.0	0.2	(0.8)
OFFICE ASSISTANT	9	1.0	1.0	0.0
OFFICE SUPERVISOR	17	1.0	1.0	0.0
SENIOR CLERK	8	1.0	1.0	0.0
SENIOR WORD PROCESSOR	12	1.0	1.0	0.0
WORD PROCESSOR	10	2.0	2.0	0.0
<b>Total FTEs</b>		<b>12.0</b>	<b>11.2</b>	<b>(0.8)</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>12.0</b>	<b>11.2</b>	<b>(0.8)</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : General Fund  
Business Area : City Secretary  
Fund No./Bus. Area No. : 1000 / 7500

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
7500010001 426330	CSEC - City Secretary Miscellaneous Copies Fees	15,000	15,000	15,000
Total	City Secretary	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name : General Fund**  
**Business Area : City Secretary**  
**Fund No./Bus. Area No. : 1000 / 7500**

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	418,733	457,584	449,644	433,417
500030	Salary Part Time - Civilian	33,327	37,767	37,767	61,467
500060	Overtime - Civilian	2,869	0	0	0
500110	Bilingual Pay - Civilian	1,805	0	0	0
501070	Pension - Civilian	97,902	116,043	114,030	118,582
501120	Termination Pay - Civilian	0	2,000	2,000	2,000
502010	FICA - Civilian	33,457	37,892	36,985	37,857
503010	Health Ins-Act Civilian	70,488	68,841	68,841	69,431
503015	Basic Life Insurance - Active Civilian	244	264	264	247
503060	Long Term Disability-Civilian	593	935	935	850
503090	Workers Compensation-Civilian-Admin	2,484	3,144	3,144	3,315
504030	Unemployment Claims - Administration	0	350	350	350
<b>Total</b>	<b>Personnel Services</b>	<b>661,902</b>	<b>724,820</b>	<b>713,960</b>	<b>727,516</b>
511060	Postage	689	2,000	2,000	2,000
511070	Miscellaneous Office Supplies	6,478	5,000	5,000	5,184
511150	Miscellaneous Parts & Supplies	100	8,843	8,843	9,102
<b>Total</b>	<b>Supplies</b>	<b>7,267</b>	<b>15,843</b>	<b>15,843</b>	<b>16,286</b>
520111	Real Estate Services	0	35,493	35,493	35,493
520121	IT Application Svcs	7,985	10,191	10,191	10,680
520122	Office Equipment Services	0	1,822	1,822	1,822
520515	Print Shop Services	5,652	7,500	7,500	7,500
520705	Insurance Fees	1,767	2,343	2,343	2,084
521605	Data Services	10,023	6,325	17,185	6,433
521610	Voice Services	41,489	49,947	49,947	43,574
521620	Voice Equipment	16	687	687	206
521625	Voice Labor	0	870	870	1,342
521630	GIS Revolving Fund Services	460	667	667	647
521635	Voice Services -Wireless	0	334	334	0
521715	Office Equipment Rental	2,127	12,500	12,500	12,500
521730	Parking Space Rental	6,832	9,800	9,800	9,800
522721	Interfund HR Client Services	8,824	13,392	13,392	12,421
522722	KRONOS Service Chargeback	519	557	557	678
<b>Total</b>	<b>Other Services and Charges</b>	<b>85,694</b>	<b>152,428</b>	<b>163,288</b>	<b>145,180</b>
<b>Grand Total Expenditures</b>		<b>754,863</b>	<b>893,091</b>	<b>893,091</b>	<b>888,982</b>



## FINANCE

### Department Description and Mission

The Finance Department's mission is to safeguard the fiscal integrity of the City, its component units, and other dependent entities, and enable other City stakeholders to do the same. We will achieve the mission in the next three years by meeting strategic objectives and achieving goals.

The Finance Department's strategic objectives are to:

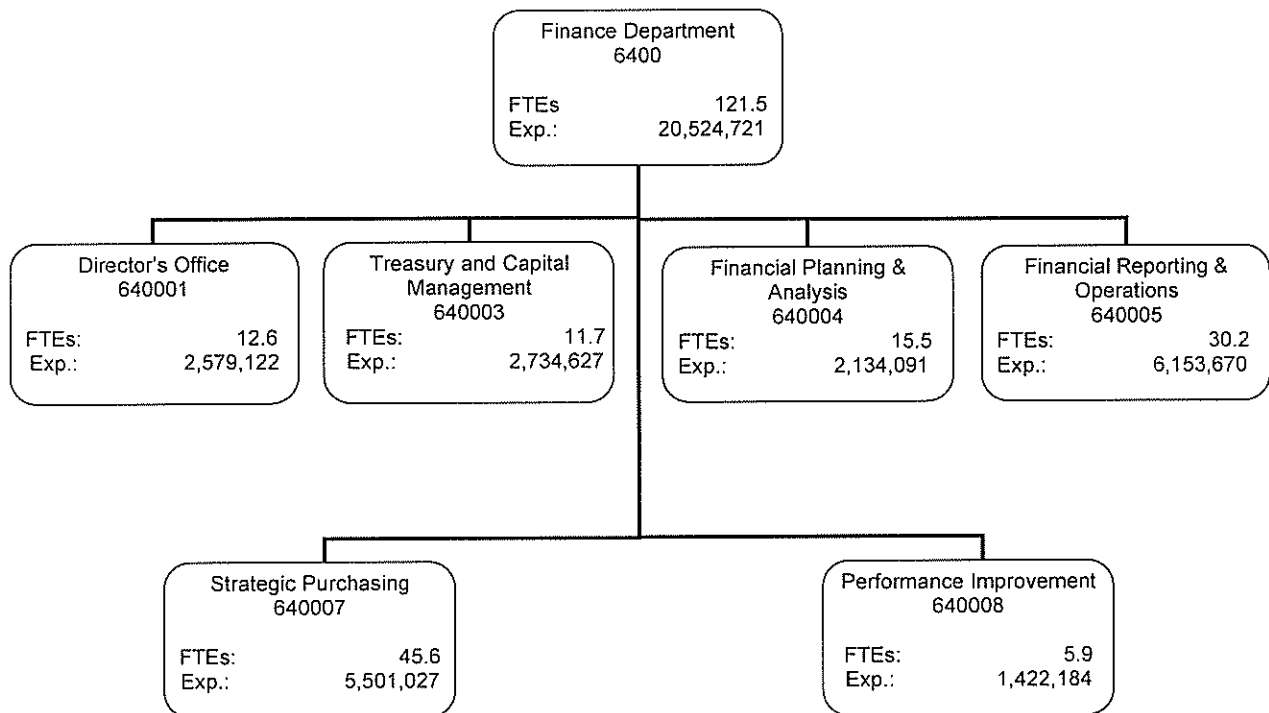
- Promote fiscal responsibility
- Provide high-quality financial services and information to the Mayor's Office, City Council, City departments and citizens
- Improve process execution internally and citywide
- Engage staff and provide them the resources they need to get the job done

Three year goals include:

- Promote fiscal responsibility
  - Encourage and enable compliance with the City's Financial Policies
  - Optimize acquisition, maintenance and usage of the City's capital assets: facilities, fleet, equipment, and information technology
  - Ensure full cost recovery of General Fund dollars
  - Increase collection rates on accounts receivable
  - Achieve zero findings in annual external audit of the City
  - Receive Texas Comptroller's Gold Certificate Leadership Circle Award for Financial Transparency
- Provide high-quality financial services and information to the Mayor's Office, City Council, City departments and citizens
  - Develop fiscally sustainable operating and capital budget proposals for the Mayor that maximize City resources and promote the Administration's priorities
  - Work with operating departments to create efficiencies by centralizing financial work functions
  - Ensure City Council access to high-quality administrative services, and timely and helpful information in support of their role as elected officials
  - Produce meaningful and useful strategy, planning, budgeting, reporting, and administrative support according to 95% of council members, staff, and members of the Mayor's administration
- Improve process execution internally and citywide
  - Document controls, written procedures, instruction manuals, training curriculum, and metrics/goals for all financial management and procurement processes
  - Create a data warehousing environment for operational and financial data that enables citywide access to useful business intelligence and analytics, and external access to open data
  - Develop and maintain City goals, initiatives and performance measures in one system used to guide financial and business decisions in every department
  - Promote and advance the Lean Six Sigma process improvement program such that every City department is in a mode of continuous improvement
  - Identify and achieve savings through procurement, active cost management and business process improvements

- Engage staff and provide them the resources they need to get the job done
  - Expand employee opportunities to develop professionally and advance in responsibility and compensation
  - Provide staff the resources and/or time such that 75% of our employees have certification specific to their area of expertise or a post-graduate degree
  - Establish baseline scores for finance staff employee engagement and have these scores show significant improvement
  - Provide employees and managers with constructive 360 degree performance assessments to assist in professional development

## Department Organization





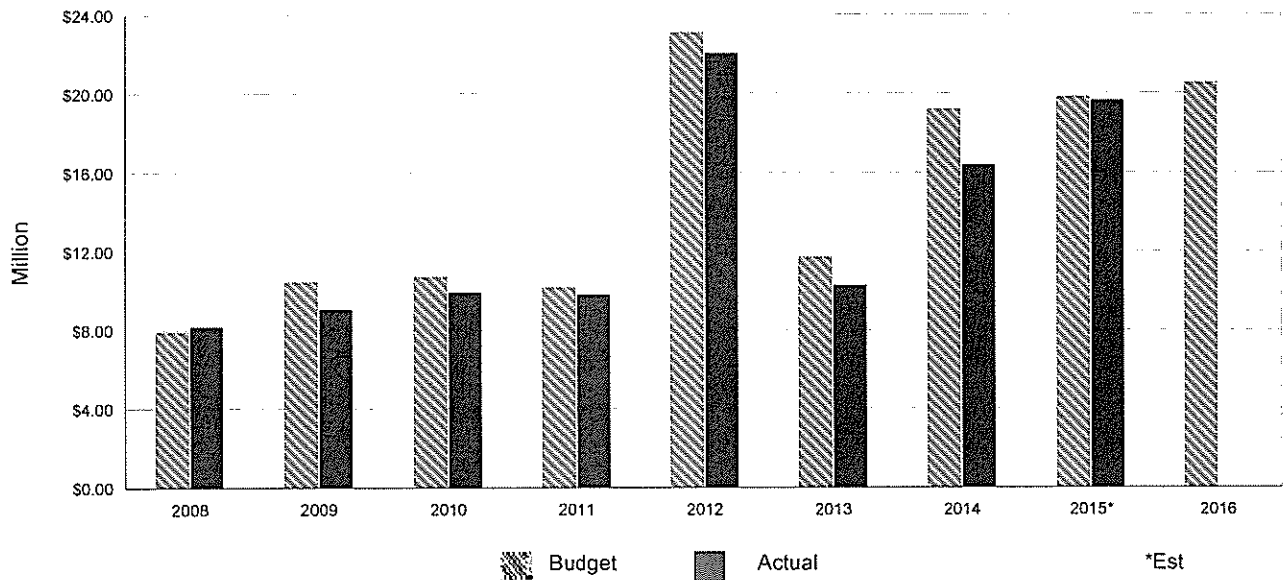
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : Finance Department  
 Fund No. /Bus. Area No. : 1000 / 6400

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	10,892,489	13,168,757	12,933,552	14,257,662
	Supplies	123,490	93,451	96,416	93,407
	Other Services and Charges	5,371,818	6,539,221	6,600,261	6,173,652
	Equipment	0	2,928	2,928	0
	Total M & O Expenditures	16,387,797	19,804,357	19,633,157	20,524,721
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	16,387,797	19,804,357	19,633,157	20,524,721
Revenues		1,626,071,966	1,752,830,448	1,772,608,279	1,823,238,681
Staffing	Full-Time Equivalents - Civilian	106.5	117.9	113.3	121.5
	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	106.5	117.9	113.3	121.5
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution. o The FY2016 Budget continues to include the citywide Enterprise Risk Management (ERM) process to evaluate Internal Controls and Process Documentation for various departments in the City.				

**Finance Department  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

Business Area Performance Measures					
Fund Name : General Fund Business Area : Finance Department Fund No. /Bus. Area No. : 1000 / 6400					
Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Average Days from Purchase Requisition to Purchase Order	F	7	10	7	10
Average Days to Procurement (MOU to Council Award)	F	92	130	122	130
Average Weighted General Obligation Debt Maturity (years)	F	8.6	12.0	8.5	12.0
CIP Plan vs Appropriation	F	N/A	100%	77%	100%
City Contracts with Negotiated Early Payment Discounts	F	0%	2%	1%	5%
Citywide Employees Trained in Lean Six Sigma	F	750	1,200	1,450	1,800
Compliance Rate with City Financial Policies	F	N/A	N/A	N/A	100%
Cost Allocation Plan vs Actual Indirect Cost Rate Recovery to the General Fund	F	95%	95%	95%	95%
Debt Service Expenditures as % of General Fund Revenues	F	12%	20%	12%	20%
Executive Insight Savings Citywide	F	N/A	\$5.0M	\$3.2M	\$5.1M
General Fund Expenditures Budget vs Actual Utilization	F	99%	78%	100%	98%
General Fund Revenues Budget vs Actual Utilization	F	102%	100%	103%	100%
Procurement Cost Savings Identified/Negotiated	F	N/A	\$10.0M	\$28.8M	10.0M
Procurement Projects vs. Procurement Plan	F	N/A	N/A	N/A	100%
Unassigned Fund Balance as % of General Fund Expenditures less Debt Service	F	12.2%	7.5%	12.1%	7.5%
Variance of Monthly Sales Tax Revenue Forecast to Actual (benchmark: 3 yr avg = 4.5%)	F	0.1%	4.0%	3.4%	4.0%
Variance of Property Tax Collection Rate Forecast to Actual	F	1%	1%	1%	1%
Expenditures Budget vs Actual Utilization	F	85%	98%	99%	98%
Revenues Budget vs Actual Utilization	F	102%	100%	101%	100%
<p>Mayor's Five Priorities:    Jobs and Sustainable Development (J)                      Public Safety (P)                      Infrastructure (I)</p> <p>   Fiscal Responsibility (F)                      Quality of Life (Q)</p>					

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Finance Department</b> <b>Fund No. /Bus Area No. : 1000 / 6400</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Director's Office 640001</b> Promotes financial and strategic policies and the financial health of the City of Houston. In alignment with the departmental mission to serve the citizens of Houston and City Council, the Director's Office is committed to providing superior financial services through prudent and efficient management of the City's financial affairs.	15.9	2,256,540	13.9	2,722,414	12.6	2,579,122
<b>Treasury and Capital Management 640003</b> The division serves the citizens of Houston by providing cost-efficient debt management services, managing the City's Capital Improvement Plan, monitoring the General Government capital budget and spending, managing City revenues, forecast and model tax revenues, and ensure compliance with the Truth in Taxation requirements.	8.5	2,176,143	10.8	2,597,103	11.7	2,734,627
<b>Financial Planning &amp; Analysis 640004</b> The primary responsibility of this division is to develop and manage the City's Operating Budget and the Five Year Plan. Provide effective financial planning to promote fiscal responsibility and financial health to the City of Houston.	12.2	1,552,498	13.3	1,819,100	15.5	2,134,091
<b>Financial Reporting &amp; Operations 640005</b> The division is responsible for citywide oversight and monitoring of accounting, fixed assets, grants, cost accounting, accounts receivable and collections of general fund revenue streams, internal controls, and Enterprise Risk Management (ERM) process including updating financial and accounting policies and procedures. Coordinates the Comprehensive Annual Financial Report (CAFR) and Single Audit Report (SAR) for the administration.	25.7	5,206,939	27.5	6,164,213	30.2	6,153,670
<b>Strategic Purchasing 640007</b> Manages citywide procurement of goods and services applying best practices that are consistent with applicable City policies and procedures and the State of Texas Bid Laws.	39.8	4,214,780	41.9	4,957,981	45.6	5,501,027

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : General Fund						
Business Area : Finance Department						
Fund No. /Bus Area No. : 1000 / 6400						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Performance Improvement 640008 Leads financial and operational performance improvement projects to increase revenues, optimize expenditures, and improve operational effectiveness.	4.4	980,897	5.9	1,372,346	5.9	1,422,184
Total	106.5	16,387,797	113.3	19,633,157	121.5	20,524,721

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Finance Department  
**Fund No./Bus. Area No. :** 1000 / 6400

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNT CLERK	10	1.0	1.0	0.0
ACCOUNTANT ASSOCIATE	14	0.0	1.0	1.0
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	1.0	0.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	5.0	4.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	2.0	2.0	0.0
ADMINISTRATIVE COORDINATOR	24	4.0	5.0	1.0
ADMINISTRATIVE SPECIALIST	20	7.0	6.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	0.0
ASSISTANT CHIEF POLICY OFFICER (EXEC)	32	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	2.0	1.0
AUDITOR MANAGER	28	2.0	1.0	(1.0)
AUDITOR SUPERVISOR	25	1.0	1.0	0.0
CHIEF PROCUREMENT OFFICER (EXEC)	36	0.0	1.0	1.0
CONTRACT ADMINISTRATOR	22	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	9.0	9.0	0.0
DEPUTY DIRECTOR (EXEC)	34	1.0	1.0	0.0
DEPUTY DIRECTOR-FINANCE/ADMIN.	36	3.0	2.0	(1.0)
DIVISION MANAGER	29	11.0	11.0	0.0
FINANCE DIRECTOR	37	1.0	1.0	0.0
FINANCIAL ANALYST I	15	0.0	1.0	1.0
FINANCIAL ANALYST II	18	1.0	2.0	1.0
FINANCIAL ANALYST III	21	4.0	5.0	1.0
FINANCIAL ANALYST IV	25	15.0	15.0	0.0
MANAGEMENT ANALYST I	15	1.0	0.0	(1.0)
MANAGEMENT ANALYST II	18	2.0	1.0	(1.0)
MANAGEMENT ANALYST IV	25	3.0	2.0	(1.0)
MANAGEMENT INTERN	11	1.0	0.0	(1.0)
PROCUREMENT SPECIALIST	24	8.0	8.0	0.0
PURCHASING MANAGER	27	2.0	3.0	1.0
SENIOR AUDITOR	21	2.0	3.0	1.0
SENIOR BUYER	22	3.0	2.0	(1.0)
SENIOR PROCUREMENT SPECIALIST	27	11.0	11.0	0.0
SENIOR STAFF ANALYST	28	10.8	12.0	1.2
STAFF ANALYST	26	6.0	7.0	1.0
SYSTEMS CONSULTANT	26	1.0	1.0	0.0
<b>Total FTEs</b>		<b>122.8</b>	<b>125.0</b>	<b>2.2</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>4.9</b>	<b>3.5</b>	<b>(1.4)</b>
<b>Full-Time Equivalents</b>		<b>117.9</b>	<b>121.5</b>	<b>3.6</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Finance Department  
 Fund No./Bus. Area No. : 1000 / 6400

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>6400030001</b>	<b>Capital Management</b>			
424110	Other Interfund Services	10,000	10,000	8,400
<b>6400070001</b>	<b>Strategic Procurement</b>			
452030	Miscellaneous Revenue	276,500	243,128	225,000
<b>6400090002</b>	<b>Accounts Receivable &amp; Collections</b>			
426330	Miscellaneous Copies Fees	0	181	0
428030	Release of Liens	24,000	24,000	25,000
428080	Returned Check Charges	100	100	300
428100	Interest on Liens-COH	60,000	48,609	45,000
434150	Streets & Bridges Assessments	59,300	91,962	60,000
<b>6400090003</b>	<b>Treasury</b>			
411020	Current Property Tax	978,268,258	980,778,026	1,014,162,334
411030	Current Year Delinquent Property Tax	63,861,740	69,192,230	72,528,149
411040	Delinquent Property Tax - Prior Years	738,164	713,826	715,996
411041	Prior Year Delinquent Property Tax-2014	0	0	4,534,966
411160	Prior Year Delinquent Property Tax-2003	19,467	17,289	0
411170	Prior Year Delinquent Property Tax-2004	166,312	149,107	56,295
411171	Prior Year Delinquent Property Tax-2005	164,630	152,395	149,560
411172	Prior Year Delinquent Property Tax-2006	201,489	212,637	152,859
411173	Prior Year Delinquent Property Tax-2007	284,130	111,777	213,284
411174	Prior Year Delinquent Property Tax-2008	319,846	458,645	112,117
411175	Prior Year Delinquent Property Tax-2009	625,825	936,712	460,039
411176	Prior Year Delinquent Property Tax-2010	1,215,343	1,134,065	939,560
411177	Prior Year Delinquent Property Tax-2011	2,109,478	1,507,189	1,137,512
411178	Prior Year Delinquent Property Tax-2012	3,056,929	2,294,491	1,511,770
411179	Prior Year Delinquent Property Tax-2013	4,806,387	4,519,702	2,302,348
411180	Current Delinquent - P & I	5,312,828	4,694,005	5,005,071
411190	Penalty&Interest-Delinq. Property Tax	6,687,172	7,305,995	7,790,153
411210	Property Tax Rebates	(500,000)	(627,325)	(524,013)
412010	Sales Tax	666,968,000	676,666,000	688,837,000
413010	Mixed Beverage Tax	13,977,900	15,600,760	16,397,311
414010	Bingo Tax	190,000	214,500	281,670
428060	Other Interest Income	11,000	11,000	11,000
432010	Interest on Pooled Investments	2,400,000	3,000,000	3,000,000
452020	Recoveries & Refunds	50,000	0	50,000
452030	Miscellaneous Revenue	1,000,000	1,000,000	1,000,000
452040	Payment in Lieu of Taxes	0	1,997,273	2,000,000
<b>6400090005</b>	<b>DARLEP</b>			
428095	Red Light Enforcement	465,000	150,000	50,000
432010	Interest on Pooled Investments	650	0	0
<b>Total</b>	<b>Finance Department</b>	<b>1,752,830,448</b>	<b>1,772,608,279</b>	<b>1,823,238,681</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Finance Department  
 Fund No./Bus. Area No. : 1000 / 6400

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	7,518,868	9,175,533	8,894,077	9,767,996
500030	Salary Part Time - Civilian	30,088	0	0	0
500060	Overtime - Civilian	101	0	0	0
500110	Bilingual Pay - Civilian	713	907	907	907
501050	Employee Awards	4,533	2,700	2,700	2,700
501060	Moving Expenses	1,189	0	0	0
501070	Pension - Civilian	1,758,147	2,337,133	2,256,876	2,672,515
501120	Termination Pay - Civilian	128,916	19,018	142,003	97,668
502010	FICA - Civilian	556,816	689,240	664,057	724,676
503010	Health Ins-Act Civilian	827,786	885,282	885,282	901,901
503015	Basic Life Insurance - Active Civilian	4,351	5,234	5,085	5,703
503060	Long Term Disability-Civilian	8,132	10,046	9,385	10,335
503090	Workers Compensation-Civilian-Admin	21,227	31,158	30,155	35,850
503100	Workers Compensation-Civilian-Claim	27,313	7,695	32,766	32,600
504030	Unemployment Claims - Administration	4,309	4,811	10,259	4,811
<b>Total</b>	<b>Personnel Services</b>	<b>10,892,489</b>	<b>13,168,757</b>	<b>12,933,552</b>	<b>14,257,662</b>
511040	Audiovisual Supplies	890	9,125	9,242	6,717
511045	Computer Supplies	44,056	15,107	14,270	13,529
511050	Paper & Printing Supplies	0	7,842	7,842	7,842
511055	Publications & Printed Materials	994	2,449	1,949	1,558
511060	Postage	21,714	5,750	4,750	4,688
511070	Miscellaneous Office Supplies	40,394	42,852	49,111	50,068
511110	Fuel	113	202	202	205
511115	Vehicle Repair & Maintenance Supplies	0	200	0	0
511125	Food Supplies	1,220	1,300	1,500	1,350
511150	Miscellaneous Parts & Supplies	14,109	8,624	7,550	7,450
<b>Total</b>	<b>Supplies</b>	<b>123,490</b>	<b>93,451</b>	<b>96,416</b>	<b>93,407</b>
520100	Temporary Personnel Services	245,369	242,503	242,531	77,402
520105	Accounting & Auditing Services	1,802,050	1,138,690	1,138,900	1,236,900
520108	Information Resource Services	182	151	151	151
520109	Medical Dental & Laboratory Services	949	500	500	500
520110	Management Consulting Services	817,978	1,575,388	1,655,118	1,655,912
520112	Banking Services	1,704	1,300	1,764	1,764
520114	Miscellaneous Support Services	8,766	20,420	21,000	21,000
520119	Computer Eq/SW Mnt	38,897	61,568	68,206	116,106
520120	Communications Equipment Services	1,352	2,618	2,618	2,611
520121	IT Application Svcs	119,573	175,344	175,344	181,401
520136	Billing & Collection Services	1,100,515	1,280,677	1,280,677	1,249,474
520139	Motor Pool Charges	0	550	0	0
520149	Internship Program	4,000	0	0	0
520157	Computer Software Maintenance Services	46,887	74,020	74,020	47,020
520510	Mail/Delivery Services	208	450	461	487
520515	Print Shop Services	30,245	47,181	25,836	25,829
520520	Printing & Reproduction Services	0	1,876	1,876	1,876
520605	Advertising Services	70,495	71,300	71,000	71,000
520705	Insurance Fees	2,265	9,178	9,178	6,419
520725	Assessments - Other Governments	0	7,679	0	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Finance Department  
 Fund No./Bus. Area No. : 1000 / 6400

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520765	Membership & Professional Fees	10,763	11,067	11,067	10,827
520805	Education & Training	56,762	191,777	191,486	193,798
520905	Travel - Training Related	17,347	30,497	33,297	33,047
520910	Travel - Non-Training Related	4,542	10,000	6,400	6,400
521405	Building Maintenance Services	0	700	700	700
521605	Data Services	29,227	49,751	49,751	40,654
521610	Voice Services	7,286	8,185	8,185	7,141
521620	Voice Equipment	5,757	890	890	268
521625	Voice Labor	1,188	1,129	1,129	1,739
521630	GIS Revolving Fund Services	9,597	35,271	35,321	6,399
521635	Voice Services -Wireless	8,909	12,572	12,572	5,802
521715	Office Equipment Rental	36,484	44,232	33,732	15,732
521730	Parking Space Rental	43,102	35,000	37,253	37,253
521735	Hobby Parking Space Rental	28,406	33,424	44,888	44,888
522430	Misc Othr Svcs & Chrg	92,273	71,574	72,651	73,150
522620	Claims & Judgments	0	310,000	310,000	0
522721	Interfund HR Client Services	146,214	205,344	205,344	222,486
522722	KRONOS Service Chargeback	4,532	4,922	4,922	5,994
522795	Other Interfund Services	577,728	771,022	771,022	771,022
522845	Interfund Vehicle Services	266	471	471	500
<b>Total</b>	<b>Other Services and Charges</b>	<b>5,371,818</b>	<b>6,539,221</b>	<b>6,600,261</b>	<b>6,173,652</b>
560810	Cap Exp-Controlled Equipment	0	2,928	2,928	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>2,928</b>	<b>2,928</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>16,387,797</b>	<b>19,804,357</b>	<b>19,633,157</b>	<b>20,524,721</b>



# HOUSTON INFORMATION TECHNOLOGY SERVICES

## Department Description and Mission

The Information Technology Department (ITD) was created in 2002 to improve technology utilization throughout the City by using proven and emerging strategies to reduce cost, limit growth and improve citizen services, as well as, reduce security and system failure risks. On October 17, 2012, City Council approved Ordinance 2012-0908 pertaining to affairs with ITD. This ordinance also authorized the official department name change to "Houston Information Technology Services" (HITS).

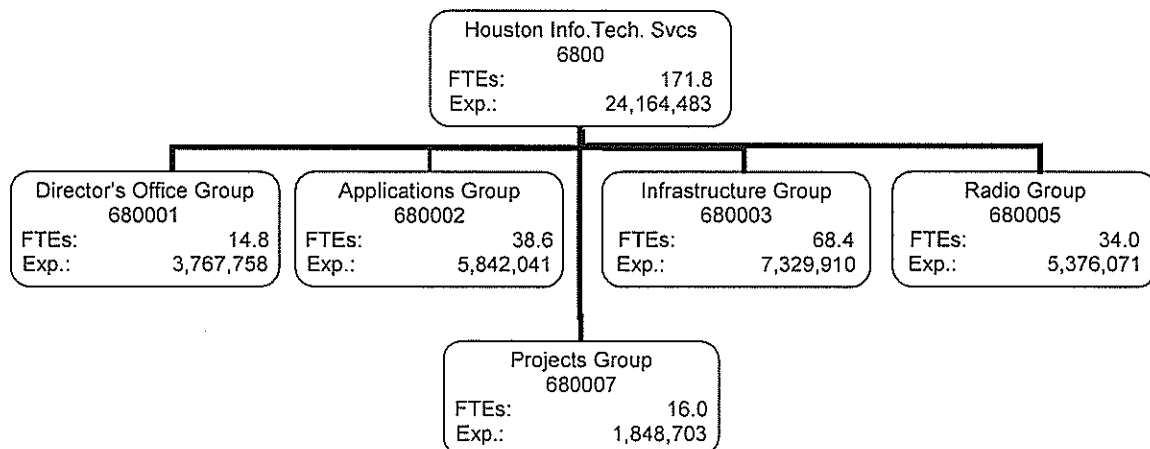
### Department Short Term Goals

1. Implement Information Security framework and practice citywide with Chief Information Security Officer;
2. Ensure adoption of IT Project Management Methodology citywide;
3. Finish IT Asset Inventory Plan, Conversion and Delivery citywide;
4. Improve IT services by streamlining processes, consolidating resources, adopting new technology and aggregating such as service desk, network, telephony, servers, data centers and call centers;
5. Support and maintain the Municipal Court Department Court System for Management of Resources and Technology (CSMART), the Health & Human Services application Health Trak and the 700 MHz Radio System;
6. Continue delivery of the three year IT Plan Roadmap with one year Service Delivery Plan; and
7. Consolidate remaining department assets into the two Data Centers using Managed Service providers.

### Department Long Term Goals

1. Continue organizational change management inside the Houston IT Services to extend the focus on service delivery and customer satisfaction;
2. Implement new service delivery processes that are documented, measurable and repeatable;
3. Significantly improve reliability and stability of email, networks, data centers, call/contact centers and IP telephony;
4. Revise and adopt IT Continuous Planning as part of the IT Governance Process for IT Investment & Prioritization;
5. Consolidate IT services, where appropriate for their improvement, while driving cost avoidance citywide; consolidating processes and facilities; adopting new technology; aggregating purchases across consolidated departments;
6. Consistently deliver innovative solutions to business requirements while minimizing operating expense;
7. Optimize the use of our enterprise resource planning tools, in a program called "SAP FIRST"; and
8. Refine Data Mart implementation plan for business decision making, citywide.

## Department Organization



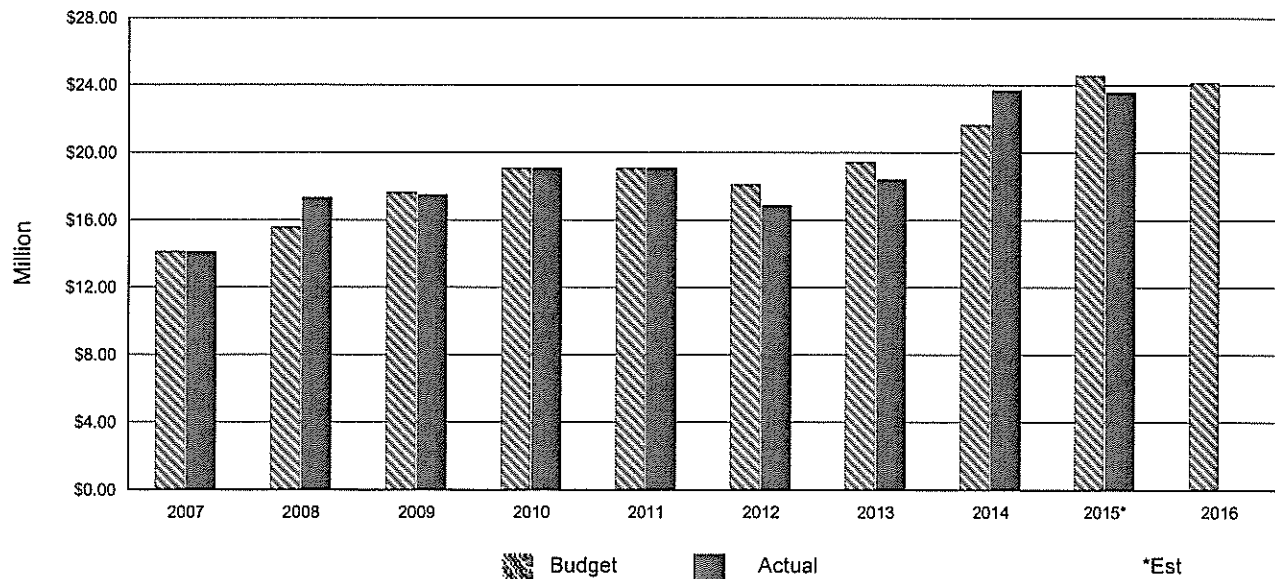
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name :** General Fund  
**Business Area :** Houston Information Technology Services  
**Fund No. /Bus. Area No. :** 1000 / 6800

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	16,408,577	18,881,514	17,872,771	18,767,097
	Supplies	445,786	510,821	510,821	507,011
	Other Services and Charges	6,830,247	5,147,371	5,155,724	4,890,375
	Non-Capital Equipment	11,446	25,684	25,684	0
	Total M & O Expenditures	23,696,056	24,565,390	23,565,000	24,164,483
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	23,696,056	24,565,390	23,565,000	24,164,483
Revenues		154,885	425,480	479,680	859,152
Staffing	Full-Time Equivalents - Civilian	153.6	173.2	165.2	171.8
	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	153.6	173.2	165.2	171.8
	Full-Time Equivalents - Overtime	2.7	1.1	1.3	2.7
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o FY2016 Budget provides funding of health benefits and pension contribution.</li> <li>o Increase in support costs for 700 Mhz radio system and opening a joint support facility with Harris County.</li> <li>o Increase in radio revenues related to rate increase.</li> <li>o Continuing the consolidation of two Tier III data centers to reduce operating and capital expenses.</li> </ul>				

**Houston Information Technology Services  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Houston Information Technology Services  
**Fund No. /Bus. Area No.** : 1000 / 6800

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Call Center Abandonment Rate	I	7%	7%	17%	10%
Customer Service Calls Resolved within 5 Days	I	82%	89%	69%	89%
Customer Service First Contact Resolution	I	44%	57%	41%	50%
Customer Service Rating Responses (max. score of 5)	I	4	5	4	5
Customer Service Requests/Incidents Received	I	48,255	45,000	72,023	55,000
Customer Service Survey Responses Received	I	15%	11%	18%	15%
Expenditures Budget vs Actual Utilization	F	96%	98%	96%	98%
Revenues Budget vs Actual Utilization	F	50%	100%	113%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Houston Information Technology Services</b> <b>Fund No. /Bus Area No. : 1000 / 6800</b>						
Division Description	FY2014 Actual FTEs      Costs \$	FY2015 Estimate FTEs      Costs \$	FY2016 Budget FTEs      Costs \$			
<b>HITS - Director's Office Group 680001</b> 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 cost common to entire IT Department.	14.5      3,124,374	14.7      4,006,908	14.8      3,767,758			
<b>HITS - Applications Group 680002</b> Provides citywide applications support and IT solutions for business processes to City departments. Responsible for implementing and supporting commercial off-the-shelf applications like 3-1-1, Fleet, the Contact Center, etc. The ERP Team supports Procurement, Human Resources, Financials, and Payroll applications.	22.1      4,333,666	34.6      5,174,410	38.6      5,842,041			
<b>HITS - Infrastructure Group 680003</b> Provides help desk/field support for citywide applications. Manages the City's network/telecommunications infrastructure, internet access and remote connectivity to ensure reliability. Manages server platforms, storage systems, data center facilities, server rooms, e-mail, communication systems, and system management tools.	60.4      6,062,706	62.0      6,970,193	68.4      7,329,910			
<b>HITS - Public Safety 680005</b> Responsible for upgrading current city radios to 700 MHz. (Radio Interoperability Project). The four existing radio systems will be replaced with a reliable, effective and efficient radio system that will improve citywide communications and provide for inter-agency interoperability between City, County, Regional, State and Federal agencies.	30.3      4,437,556	30.0      5,133,431	34.0      5,376,071			
<b>HITS - Client Solutions 680006</b> Provides system administration for the court's information system, application support, field services, data management, business analysis, and IT-related administrative support.  This division has been reassigned to other divisions in FY2016.	18.0      1,534,331	11.9      965,927	0.0      0			



**FISCAL YEAR 2016 BUDGET**

**Division Summary**

Fund Name : General Fund  
 Business Area : Houston Information Technology Services  
 Fund No. /Bus Area No. : 1000 / 6800

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
HITS - Projects Group 680007 Responsible for business continuity and the development and implementation of IT policies, procedures and standards.	8.3	4,203,423	12.0	1,314,131	16.0	1,848,703
<b>Total</b>	<b>153.6</b>	<b>23,696,056</b>	<b>165.2</b>	<b>23,565,000</b>	<b>171.8</b>	<b>24,164,483</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Houston Information Technology Services  
**Fund No./Bus. Area No. :** 1000 / 6800

Job Description	Pay Grade	FY2015.00 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSOCIATE	13	1.0	0.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	1.0	2.0	1.0
ADMINISTRATIVE SPECIALIST	20	7.0	7.0	0.0
ADMINISTRATIVE SUPERVISOR	22	2.0	1.0	(1.0)
ASSISTANT CUSTOMER SERVICE MANAGER	26	1.0	0.0	(1.0)
ASSISTANT DIRECTOR (EXE LEV)	32	8.0	7.0	(1.0)
ASSISTANT OPERATIONS MANAGER	22	2.0	2.0	0.0
CENTRAL NETWORK ADMINISTRATOR	26	6.0	7.0	1.0
CHIEF INFORMATION OFFICER (EXE LEV)	36	1.0	1.0	0.0
COMMUNICATIONS TECHNICIAN SUPERVISOR	25	4.0	3.0	(1.0)
CONTRACT ADMINISTRATOR	22	1.0	1.0	0.0
CUSTOMER SERVICE CLERK	10	0.0	1.0	1.0
CUSTOMER SERVICE REP. I	13	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	0.0	1.0	1.0
DEPUTY DIRECTOR (EXE LEV)	34	2.3	2.3	0.0
DIVISION MANAGER	29	2.0	1.0	(1.0)
ERP BUSINESS SYSTEMS CONSULTANT	28	4.0	4.0	0.0
EXECUTIVE OFFICE ASSISTANT	15	1.0	0.0	(1.0)
FIXED ASSET MANAGER	25	1.0	1.0	0.0
GIS MANAGER	29	1.0	1.0	0.0
INFORMATION SYSTEMS ADMINISTRATOR	30	1.0	0.0	(1.0)
IRM MANAGER	29	4.0	5.0	1.0
IS/IT HELP DESK COORDINATOR	10	1.0	2.0	1.0
IT PROJECT MANAGER	28	7.0	7.0	0.0
LAN SPECIALIST	26	3.0	3.0	0.0
MANAGEMENT ANALYST IV	25	1.0	1.0	0.0
MICROCOMPUTER ANALYST	20	5.0	1.0	(4.0)
OPERATIONS MANAGER	27	1.0	1.0	0.0
PROGRAMMER ANALYST I	16	2.0	2.0	0.0
PROGRAMMER ANALYST II	19	1.0	1.0	0.0
PROGRAMMER ANALYST III	22	1.0	1.0	0.0
PROGRAMMER ANALYST IV	25	3.0	3.0	0.0
SENIOR CENTRAL NETWORK ADMINISTRATOR	28	4.0	3.0	(1.0)
SENIOR COMMUNICATIONS TECHNICIAN	19	2.0	2.0	0.0
SENIOR DATA BASE ANALYST	25	2.0	2.0	0.0
SENIOR GIS ANALYST	24	1.0	1.0	0.0
SENIOR INVENTORY MANAGEMENT CLERK	12	1.0	1.0	0.0
SENIOR IS/IT HELP DESK COORDINATOR	14	0.0	1.0	1.0
SENIOR IT PROJECT MANAGER (EXE LEV)	30	4.0	4.0	0.0
SENIOR MICROCOMPUTER ANALYST	23	14.0	16.0	2.0
SENIOR PROJECT MANAGER	27	1.0	1.0	0.0
SENIOR STAFF ANALYST	28	2.0	3.0	1.0
SENIOR TELECOMMUNICATIONS SPECIALIST	21	5.0	5.0	0.0
STAFF ANALYST	26	3.0	3.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name** : General Fund  
**Business Area** : Houston Information Technology Services  
**Fund No./Bus. Area No.** : 1000 / 6800

Job Description	Pay Grade	FY2015.00 Current Budget FTE	FY2016 Budget FTE	Change
SYSTEMS ACCOUNTANT IV	29	2.0	2.0	0.0
SYSTEMS CONSULTANT	26	6.0	6.0	0.0
SYSTEMS SUPPORT ANALYST I	16	2.0	3.0	1.0
SYSTEMS SUPPORT ANALYST II	19	2.0	2.0	0.0
SYSTEMS SUPPORT ANALYST III	22	5.0	4.0	(1.0)
SYSTEMS SUPPORT ANALYST IV	25	7.0	8.0	1.0
TECHNICAL HARDWARE ANALYST I	17	8.0	8.0	0.0
TECHNICAL HARDWARE ANALYST II	21	18.0	18.0	0.0
TECHNICAL HARDWARE ANALYST III	23	8.0	8.0	0.0
TELECOMMUNICATIONS SPECIALIST	18	1.0	1.0	0.0
TRAINING COORDINATOR	24	1.0	1.0	0.0
<b>Total FTEs</b>		<b>175.3</b>	<b>173.3</b>	<b>(2.0)</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>2.1</b>	<b>1.5</b>	<b>(0.6)</b>
<b>Full-Time Equivalents</b>		<b>173.2</b>	<b>171.8</b>	<b>(1.4)</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : General Fund  
Business Area : Houston Information Technology Services  
Fund No./Bus. Area No. : 1000 / 6800

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
6800050001	HITS - Radio Comm Services			
424210	Interfund Radio Parts & Labor	1,440	1,440	1,440
424215	Interfund Radio System Access	48,240	48,240	90,048
426055	External Radio Parts & Labor	28,800	80,000	28,800
426520	External Radio System Fees	342,000	350,000	738,864
457020	Interfund Communication Equipment Repair	5,000	0	0
Total	Houston Information Technology Services	<u>425,480</u>	<u>479,680</u>	<u>859,152</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Houston Information Technology Services  
**Fund No./Bus. Area No. :** 1000 / 6800

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	10,857,840	12,801,921	11,854,388	12,524,092
500060	Overtime - Civilian	218,882	195,500	252,093	224,500
500090	Premium Pay - Civilian	4,864	0	6,456	5,000
500110	Bilingual Pay - Civilian	1,810	2,000	2,000	0
500250	HOPE Union Business Usage	0	0	307	250
501070	Pension - Civilian	2,538,188	3,246,565	3,006,273	3,426,590
501120	Termination Pay - Civilian	473,943	50,000	240,000	100,000
502010	FICA - Civilian	824,929	981,135	906,861	961,712
503010	Health Ins-Act Civilian	1,424,260	1,506,065	1,506,065	1,421,608
503015	Basic Life Insurance - Active Civilian	6,272	7,461	7,461	7,295
503060	Long Term Disability-Civilian	12,695	14,726	14,726	14,607
503090	Workers Compensation-Civilian-Admin	31,679	45,385	45,385	50,687
503100	Workers Compensation-Civilian-Claim	3,971	7,500	7,500	7,500
504030	Unemployment Claims - Administration	9,244	23,256	23,256	23,256
<b>Total</b>	<b>Personnel Services</b>	<b>16,408,577</b>	<b>18,881,514</b>	<b>17,872,771</b>	<b>18,767,097</b>
511010	Chemical Gases & Special Fluids	476	0	1,000	0
511015	Cleaning & Sanitary Supplies	344	0	500	0
511020	Construction Materials	29,319	1,000	500	1,000
511025	Electrical Hardware & Parts	110,674	179,750	99,600	190,000
511030	Mechanical Hardware & Parts	1,084	0	150	0
511040	Audiovisual Supplies	0	3,000	2,800	3,000
511045	Computer Supplies	15,637	36,500	36,000	35,000
511050	Paper & Printing Supplies	0	0	200	0
511055	Publications & Printed Materials	557	1,200	1,000	800
511060	Postage	59	0	0	0
511070	Miscellaneous Office Supplies	31,431	41,200	41,200	41,200
511090	Medical & Surgical Supplies	0	0	50	0
511095	Small Technical & Scientific Equipment	74,870	105,000	185,000	105,000
511110	Fuel	58,008	60,971	60,971	49,111
511115	Vehicle Repair & Maintenance Supplies	2,830	0	0	0
511120	Clothing	765	3,500	3,500	3,500
511125	Food Supplies	2,900	4,000	4,000	4,000
511140	Landscaping & Gardening Supplies	121	0	0	0
511145	Small Tools & Minor Equipment	13,589	23,000	23,000	23,000
511150	Miscellaneous Parts & Supplies	103,122	51,700	51,350	51,400
<b>Total</b>	<b>Supplies</b>	<b>445,786</b>	<b>510,821</b>	<b>510,821</b>	<b>507,011</b>
520100	Temporary Personnel Services	100,245	264,420	264,420	174,279
520107	Computer Info/Contr	76,463	152,107	150,907	153,107
520108	Information Resource Services	353	4,100	4,100	4,100
520109	Medical Dental & Laboratory Services	2,569	1,500	1,500	1,500
520110	Management Consulting Services	987,514	1,020,039	1,020,039	1,001,273
520114	Miscellaneous Support Services	54,128	500	2,500	50,500
520119	Computer Eq/SW Mnt	51,770	98,500	97,500	83,500
520120	Communications Equipment Services	112,665	25,000	25,000	25,000
520121	IT Application Svcs	3,257,522	372,601	372,601	380,917
520123	Vehicle & Motor Equipment Services	5,899	0	0	0
520126	Construction Site Work Services	58,015	15,000	11,200	15,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Houston Information Technology Services  
 Fund No./Bus. Area No. : 1000 / 6800

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520128	Other Construction Work Services	(490)	0	0	0
520510	Mail/Delivery Services	559	700	700	700
520515	Print Shop Services	3,671	2,500	2,500	2,646
520605	Advertising Services	6,791	7,000	7,000	7,100
520705	Insurance Fees	118,409	274,691	274,691	287,823
520765	Membership & Professional Fees	165,399	70,000	70,000	180,600
520805	Education & Training	95,145	66,316	65,954	71,750
520905	Travel - Training Related	5,761	7,000	7,000	7,000
520910	Travel - Non-Training Related	9,205	23,500	13,500	13,500
521405	Building Maintenance Services	798	0	4,000	0
521415	Land and Grounds Maintenance	0	0	21,600	50,000
521505	Electricity	75,660	142,282	142,282	129,611
521510	Natural Gas	241	782	782	763
521605	Data Services	179,900	536,659	468,774	128,305
521610	Voice Services	32,776	33,763	33,763	29,458
521620	Voice Equipment	16,145	27,546	12,546	8,281
521625	Voice Labor	22,011	34,922	114,922	53,828
521630	GIS Revolving Fund Services	26,680	112,850	112,850	93,294
521635	Voice Services -Wireless	109,494	101,087	101,087	79,149
521715	Office Equipment Rental	20,137	23,100	23,100	23,100
521725	Other Rental	918,700	1,399,770	1,399,770	1,427,765
521730	Parking Space Rental	41,485	50,550	40,550	50,550
521735	Hobby Parking Space Rental	27,900	27,450	37,450	27,450
521905	Legal Services	213	500	500	500
522430	Misc Othr Svcs & Chrg	58,831	33,500	33,500	96,000
522435	Interest Charges Past Due Accounts	8,011	1,000	1,000	1,000
522721	Interfund HR Client Services	117,429	169,632	169,632	179,570
522722	KRONOS Service Chargeback	6,080	6,919	6,919	8,426
522730	Interfund Engineering Services	1,560	0	0	0
522845	Interfund Vehicle Services	54,603	39,585	39,585	43,030
<b>Total</b>	<b>Other Services and Charges</b>	<b>6,830,247</b>	<b>5,147,371</b>	<b>5,155,724</b>	<b>4,890,375</b>
551015	Non-Capital Computer Equipment	11,446	25,684	25,684	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>11,446</b>	<b>25,684</b>	<b>25,684</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>23,696,056</b>	<b>24,565,390</b>	<b>23,565,000</b>	<b>24,164,483</b>

## HUMAN RESOURCES

### Department Description and Mission

The Human Resources Department (HR) provides overall policy direction on human resource management issues and administrative support functions related to the management of employees for all City departments. The mission of the department is to be a strategic partner by providing human resources programs that attract, develop, retain, and engage a skilled and diverse workforce. The vision is to be universally recognized for human resources excellence and as a premier employer.

In addition to providing strategic central human resources functions, the department is responsible for administering the Health Benefits, Workers' Compensation, and Long-Term Disability programs. Further responsibilities include: citywide coordination of the Combined Municipal Campaign program, the Employee Recognition program, temporary employee services, publishing newsletters, reporting City events and activities, and employee information.

#### Department Short Term Goals

DO IT BETTER - Quality/Process Improvement

LET 'EM DO IT - Employee Empowerment/Engagement

DO IT SMARTER - Improve Financial Performance

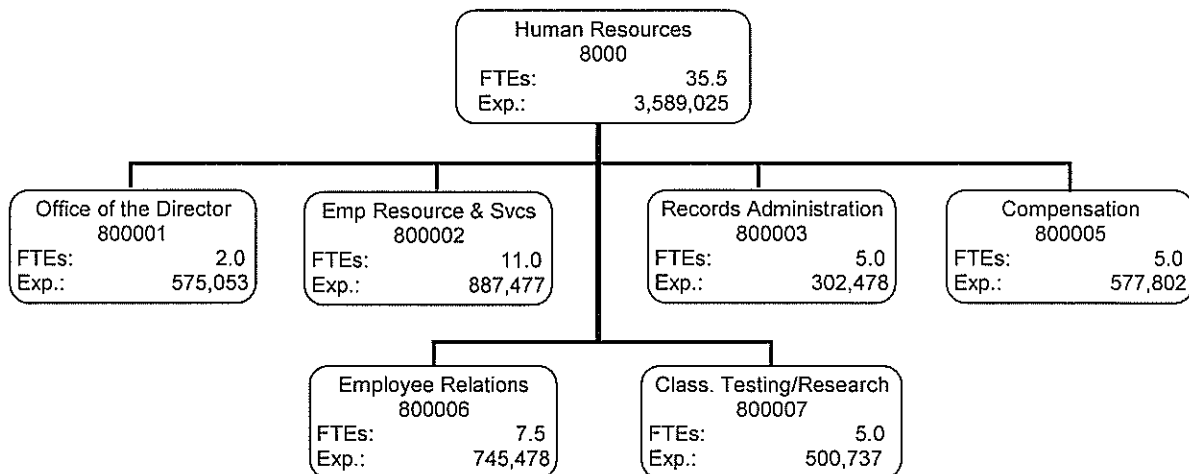
DO IT FOR THEM . . . NOW - Enhance Customer Service

DO IT RIGHT - Ensure High Compliance Standards

#### Department Long Term Goals

To exceed the expectations of the stakeholders by committing to our shared values (Integrity, Customer Service, Accountability, Honesty and Respect), by achieving highest levels of customer service.

### Department Organization



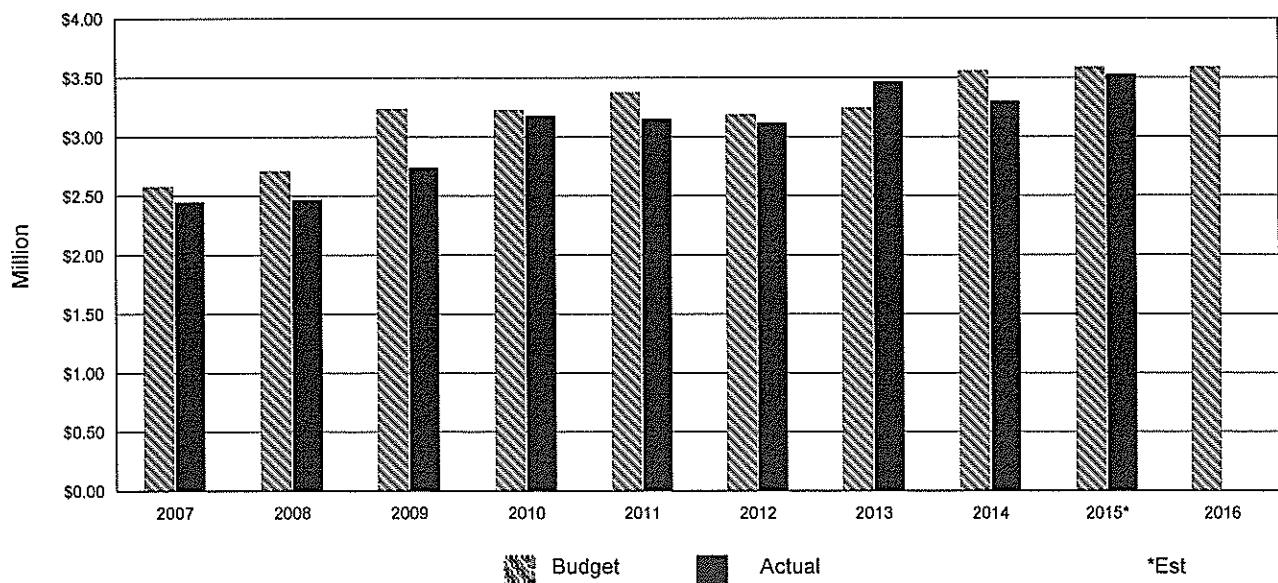
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : Human Resources  
 Fund No. /Bus. Area No. : 1000 / 8000

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	2,789,920	3,018,230	2,954,761	3,182,420
	Supplies	44,850	63,065	56,996	42,427
	Other Services and Charges	447,749	487,100	496,064	360,978
	Equipment	9,530	0	0	0
	Non-Capital Equipment	8,414	21,300	22,300	3,200
	Total M & O Expenditures	3,300,463	3,589,695	3,530,121	3,589,025
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	3,300,463	3,589,695	3,530,121	3,589,025
Revenues		125,844	6,000	11,800	10,000
Staffing	Full-Time Equivalents - Civilian	29.5	35.0	35.0	35.5
	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	29.5	35.0	35.0	35.5
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Pursue and implement technological advances to improve operations, employee access/communications and transparency.				

**Human Resources  
Current Budget vs Actual Expenditures**





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

Fund Name : General Fund  
 Business Area : Human Resources  
 Fund No. /Bus. Area No. : 1000 / 8000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Audit Active Personnel Files	J	10,160	16,519	24,778	20,000
Average Job Applications per Posting	J	N/A	75	80	80
Days to Fill	J	37	37	35	35
Job Applications Processed	J	269,505	188,721	283,081	290,000
New Hires Activity	J	2,388	983	1,475	1,500
Participate In and Conduct Pay Structure Surveys	J,F	247	122	183	180
Total Positions Filled	J	4,287	3,017	4,500	4,500
Expenditures Budget vs Actual Utilization	F	93%	98%	98%	98%
Revenues Budget vs Actual Utilization	F	2,097%	100%	197%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Human Resources</b> <b>Fund No. /Bus Area No. : 1000 / 8000</b>						
Division Description	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Office of the Director 800001</b> Provide executive support and leadership to all the divisions of the department.	1.7	593,609	2.0	611,240	2.0	575,053
<b>Employment Resource &amp; Services Div 800002</b> Manages system and processes that attract, recruit and onboard candidates. Serves as the final hiring authority for all City of Houston departments. Ensures all personnel actions meet employment eligibility requirements and comply with federal, state and city regulations. Tracks applicants and staffing trends, and supports city departments in meeting employment goals.	11.0	830,428	11.0	877,563	11.0	887,477
<b>Records Administration 800003</b> Official custodian of the City's approximately 40,000 personnel records (Hardcopy and E-File) for all active and inactive employees. Administers the employment verification contract, ensuring vendor compliance. Ensures timely response to Texas Public Information Act (TPIA) requests, subpoenas and social service requests.	2.9	291,287	5.0	304,258	5.0	302,478
<b>Compensation 800005</b> Plans, designs, develops and implements the City's corporate classification and compensation programs to attract, maintain and retain an experienced, competitive workforce. Ensures compliance with all applicable laws, regulations and codes.	5.0	556,297	5.0	580,633	5.0	577,802
<b>Employee Relations 800006</b> The division promotes compliance (in areas such as EEO; ADA; TPIA; related laws, policies, and procedures; union contracts, and grievance processes) by providing advice; analysis; training; timely processing; policy and procedure development and updates, and data tracking. This division also handles the administrative activities of the Civil Service Commission (CSC) and the Police Officers' CSC.	6.3	689,646	7.0	695,476	7.5	745,478

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
Fund Name : General Fund						
Business Area : Human Resources						
Fund No. /Bus Area No. : 1000 / 8000						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Classified Testing and Research 800007 The HR Classified Testing Team (CT) supports and advises the Houston Fire and Police departments in their efforts to select and promote members. This is done primarily through the use of fair and valid testing procedures and processes. The CT team is responsible for creating and delivering tests, conducting job analyses for each rank/specialty tested, and maintaining testing standards and practices that can bear legal and scientific scrutiny.	2.6	339,196	5.0	460,951	5.0	500,737
<b>Total</b>	<b>29.5</b>	<b>3,300,463</b>	<b>35.0</b>	<b>3,530,121</b>	<b>35.5</b>	<b>3,589,025</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 1000 / 8000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	0.0	1.0	1.0
ADMINISTRATIVE ASSOCIATE	13	0.0	1.0	1.0
ADMINISTRATIVE COORDINATOR	24	3.0	2.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	2.0	2.0	0.0
DIVISION MANAGER	29	3.0	3.0	0.0
HUMAN RESOURCES ASSISTANT	13	0.0	1.0	1.0
HUMAN RESOURCES DIRECTOR	35	1.0	1.0	0.0
HUMAN RESOURCES SPECIALIST	17	5.0	3.0	(2.0)
HUMAN RESOURCES SUPERVISOR	24	2.0	2.0	0.0
HUMAN RESOURCES TECHNICIAN	12	3.0	3.0	0.0
RECORDS SUPERVISOR	18	1.0	1.0	0.0
RECORDS TECHNICIAN	9	4.0	4.0	0.0
SENIOR COMPENSATION SPECIALIST	22	2.0	2.0	0.0
SENIOR HUMAN RESOURCES SPECIALIST	21	7.0	8.0	1.0
STAFF ANALYST	26	2.0	2.0	0.0
<b>Total FTEs</b>		<b>35.0</b>	<b>36.0</b>	<b>1.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.5</b>	<b>0.5</b>
<b>Full-Time Equivalents</b>		<b>35.0</b>	<b>35.5</b>	<b>0.5</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : General Fund  
Business Area : Human Resources  
Fund No./Bus. Area No. : 1000 / 8000

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
8000010001 426330	Office of the Director Miscellaneous Copies Fees	6,000	11,800	10,000
Total	Human Resources	<u>6,000</u>	<u>11,800</u>	<u>10,000</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 1000 / 8000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	1,797,709	2,014,262	1,988,359	2,116,318
500060	Overtime - Civilian	6	0	0	0
500090	Premium Pay - Civilian	0	0	80	0
500110	Bilingual Pay - Civilian	4,819	4,518	4,518	5,422
501070	Pension - Civilian	420,936	510,821	504,133	579,028
501120	Termination Pay - Civilian	106,882	17,778	10,789	0
502010	FICA - Civilian	136,451	157,282	148,245	159,064
503010	Health Ins-Act Civilian	267,598	300,215	281,104	303,396
503015	Basic Life Insurance - Active Civilian	1,045	1,209	1,238	1,232
503060	Long Term Disability-Civilian	2,577	2,975	2,868	3,018
503090	Workers Compensation-Civilian-Admin	6,463	9,170	8,774	10,472
503100	Workers Compensation-Civilian-Claim	45,434	0	4,653	4,470
<b>Total</b>	<b>Personnel Services</b>	<b>2,789,920</b>	<b>3,018,230</b>	<b>2,954,761</b>	<b>3,182,420</b>
511040	Audiovisual Supplies	903	1,000	0	0
511045	Computer Supplies	822	3,950	3,200	3,200
511050	Paper & Printing Supplies	1,569	8,379	7,879	7,007
511055	Publications & Printed Materials	12,307	15,700	13,990	12,520
511060	Postage	2,415	2,555	2,555	2,555
511070	Miscellaneous Office Supplies	25,041	28,721	26,612	15,385
511125	Food Supplies	1,543	1,500	1,500	1,500
511150	Miscellaneous Parts & Supplies	250	1,260	1,260	260
<b>Total</b>	<b>Supplies</b>	<b>44,850</b>	<b>63,065</b>	<b>56,996</b>	<b>42,427</b>
520100	Temporary Personnel Services	51,529	37,700	37,700	7,000
520109	Medical Dental & Laboratory Services	159	0	130	0
520110	Management Consulting Services	17,651	10,000	10,000	10,000
520114	Miscellaneous Support Services	43,676	93,116	103,758	51,561
520119	Computer Eq/SW Mnt	32,564	36,899	35,353	29,229
520120	Communications Equipment Services	419	300	300	300
520121	IT Application Svcs	89,969	113,381	113,381	120,850
520122	Office Equipment Services	870	0	0	0
520515	Print Shop Services	1,737	4,249	2,899	2,899
520520	Printing & Reproduction Services	178	1,000	1,000	1,000
520605	Advertising Services	614	1,950	3,400	3,000
520705	Insurance Fees	722	1,264	1,214	1,314
520765	Membership & Professional Fees	4,297	5,790	4,850	4,650
520805	Education & Training	23,851	26,495	22,696	16,366
520905	Travel - Training Related	4,072	8,000	9,767	9,267
520910	Travel - Non-Training Related	1,730	4,100	4,000	5,000
521605	Data Services	60,201	83,824	83,824	38,661
521610	Voice Services	4,354	10,286	10,286	8,973
521620	Voice Equipment	2,486	4,449	4,449	1,273
521625	Voice Labor	2,159	5,369	5,369	8,276

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name : General Fund**  
**Business Area : Human Resources**  
**Fund No./Bus. Area No. : 1000 / 8000**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
521630	GIS Revolving Fund Services	1,403	1,835	1,835	1,887
521635	Voice Services -Wireless	8,405	10,866	10,866	12,155
521715	Office Equipment Rental	13,092	12,428	12,428	13,009
521730	Parking Space Rental	8,686	3,800	4,100	4,100
521735	Hobby Parking Space Rental	5,025	7,200	7,200	7,200
522430	Misc Othr Svcs & Chrg	64,032	790	3,250	250
522721	Interfund HR Client Services	2,316	523	523	948
522722	KRONOS Service Chargeback	1,552	1,486	1,486	1,810
<b>Total</b>	<b>Other Services and Charges</b>	<b>447,749</b>	<b>487,100</b>	<b>496,064</b>	<b>360,978</b>
560230	Computer HW and Developed SW	9,530	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>9,530</b>	<b>0</b>	<b>0</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	973	8,200	8,200	0
551015	Non-Capital Computer Equipment	7,441	13,100	14,100	1,900
551020	Non-Capital Communication Equipment	0	0	0	1,300
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>8,414</b>	<b>21,300</b>	<b>22,300</b>	<b>3,200</b>
<b>Grand Total Expenditures</b>		<b>3,300,463</b>	<b>3,589,695</b>	<b>3,530,121</b>	<b>3,589,025</b>





## LEGAL

### Department Description and Mission

The mission of the Legal Department is to provide the City of Houston with the highest quality municipal legal services, and to facilitate the operations of the City and protect its interests. The department is organized into eight General Fund and three Property and Casualty Fund operating sections to accomplish this mission. The General Fund sections include: Staff Administration, General Counsel, Municipal Prosecution, Real Estate, Neighborhood Services, Contracts, Public Works and Engineering Legal Administration and Office of Inspector General. The Property and Casualty Fund sections include: Claims and Subrogation, General Litigation and Labor, Employment and Civil Rights.

The Legal Department's work is funded primarily from the General Fund (Fund 1000) and the Property and Casualty Fund (Fund 1004). Additionally, some legal services related to workers' compensation benefits are funded out of the Workers' Compensation Fund (Fund 1011).

The central duties of the Legal Department funded from the General Fund include: the preparation of City ordinances and resolutions, research and drafting of legal opinions, preparation of contracts, bond issue representation, deed restriction enforcement, support for the dangerous buildings demolition project, prosecution of violators of City ordinances, and utility regulation. The central duties of the Property Casualty Fund sections include: the collection of revenue on past due accounts, claims resolution, personnel actions, and representing the City in tort commercial and employment litigation.

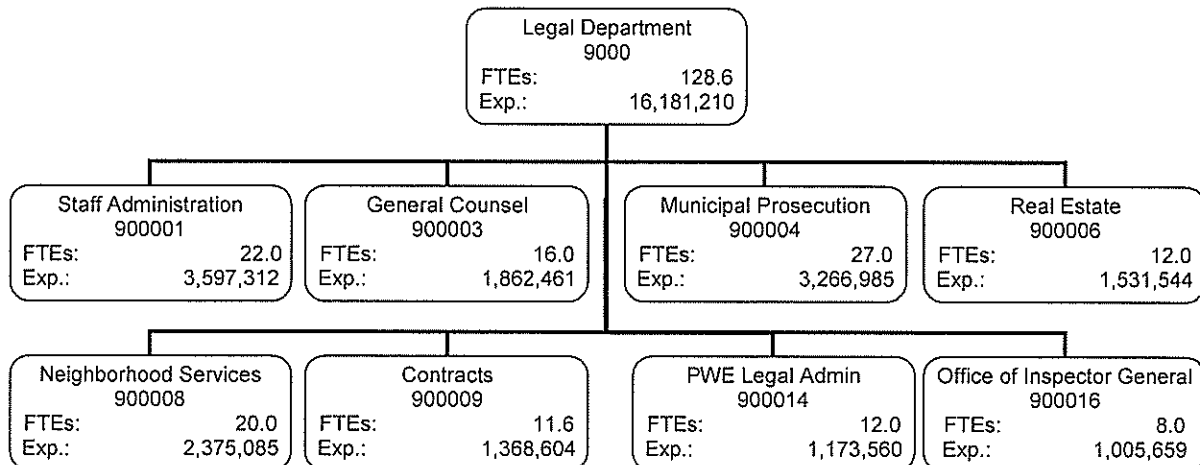
#### Department Short Term Goals

- Provide greater efficiencies in the provision of high quality and timely legal services.
- Enhance coordination of legal services related to neighborhood preservation and focus attention on consistency in litigation and administrative hearing processes.
- Seek to enhance responsiveness to requests for ordinance and opinion research and drafting.
- Review the department's computer technology and support services to maximize efficient use of resources.
- Recover funds for the City and seek incentives to assist in recruiting and retaining high quality personnel.
- Improve awareness by City employees of liability concerns through training.

#### Department Long Term Goals

- Reduce turnaround time for assignments and expand use of technology to enhance efficiency of service.
- Continue to improve incentives to aid in recruiting and retaining high quality professionals.

### Department Organization



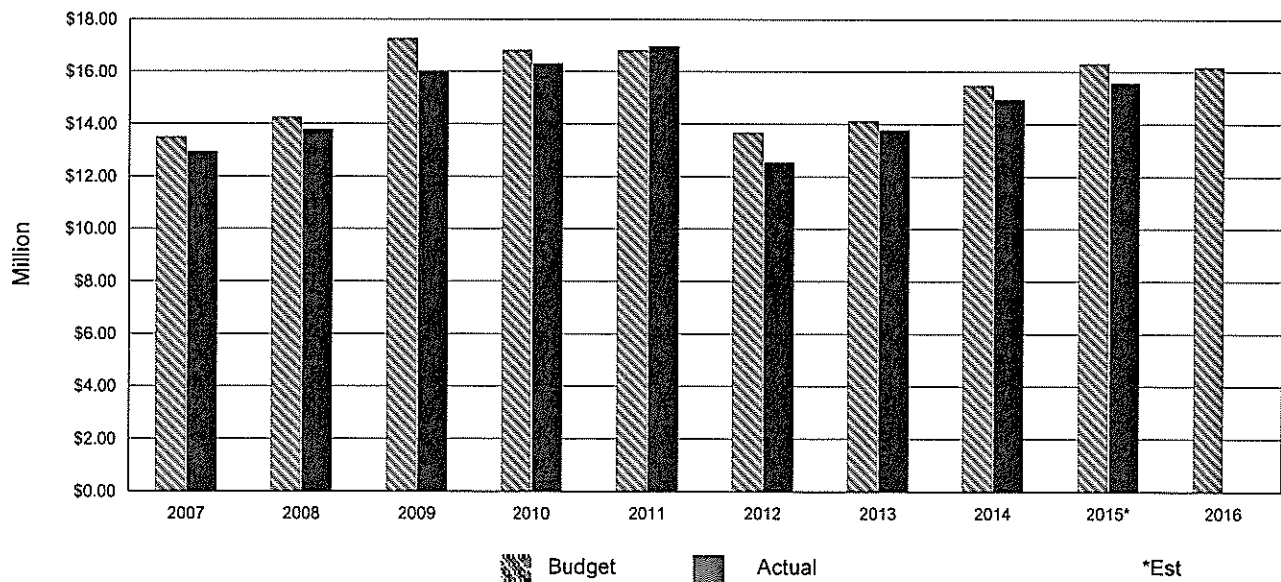
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : General Fund  
**Business Area** : Legal  
**Fund No. /Bus. Area No.** : 1000 / 9000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	13,883,236	15,194,638	14,445,912	15,074,643
	Supplies	358,751	366,449	349,378	366,432
	Other Services and Charges	669,309	737,666	738,756	740,135
	Non-Capital Equipment	19,932	18,904	32,327	0
	Total M & O Expenditures	14,931,228	16,317,657	15,566,373	16,181,210
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	14,931,228	16,317,657	15,566,373	16,181,210
<b>Revenues</b>		4,052,302	1,241,082	1,416,096	1,230,291
<b>Staffing</b>	Full-Time Equivalents - Civilian	119.7	127.5	122.4	128.6
	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	119.7	127.5	122.4	128.6
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
<b>Significant Budget Changes and Highlights</b>	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o In FY2016, the department will implement its new Case Management System, a key component of its goal of developing a more technology oriented law office environment that will be more cost effective, enhance litigation techniques, and safeguard the department's data management infrastructure. The department is lagging behind private sector law departments in this area, which compromises its ability to perform at the level needed to compete effectively with firms which have invested in the technology necessary to operate more efficiently.</li> </ul>				

**Legal  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : General Fund  
**Business Area** : Legal  
**Fund No. /Bus. Area No.** : 1000 / 9000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Contracts Prepared	J,P,I,F,Q	996	900	1,060	900
Deed Restriction Inquiries/Complaints/Opened Files	P,F,Q	2,386	2,410	2,473	3,295
Deed Restriction Matters Closed without Litigation	P,F,Q	1,638	1,650	2,023	2,697
Expenditures Budget vs Actual Utilization	F	97%	98%	95%	98%
Revenues Budget vs Actual Utilization	F	319%	100%	114%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Legal</b> <b>Fund No. /Bus Area No. : 1000 / 9000</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>LGL - Staff Administration Section 900001</b> Responsible for IT, payables, receivables, budget management, facility maintenance, conference rooms, HR assistance, courthouse deliveries, copy services, assignment matter set up, archiving, library organization and management feedback.	21.0	3,286,715	20.7	3,661,383	22.0	3,597,312
<b>LGL - General Counsel Section 900003</b> Prepares code amendments/ordinances, research/prepare opinions, provide advice to City committees, handle sign code issues, ad valorem taxation, public info. requests, financial disclosure statements, Dept. of Justice submissions, subpoenas, muni. finance, legislation, elections, redistricting, annexation, utility franchise/rate setting matters, counsel regulatory boards and commissions.	15.8	1,861,115	15.0	1,707,474	16.0	1,862,461
<b>LGL - Municipal Prosecution Section 900004</b> Represents the State in Municipal Courts; handles appealed cases, property disposition and tow hearings; assists citizens with direct filing of non-traffic misdemeanors; assists police and City inspectors with statutory and code enforcement and with drafting warrants; works directly with the presiding judge to solve problems and establish policy for the Municipal Courts.	25.8	2,929,606	26.6	3,166,996	27.0	3,266,985
<b>LGL - Real Estate Section 900006</b> Provides legal services/draft ordinances, contracts, opinions, title reports and other documents relating to buying/selling/leasing/abandoning real estate, eminent domain proceedings, environmental and land development regulation, economic incentives and federal/state grant programs.	12.0	1,393,013	12.0	1,502,974	12.0	1,531,544
<b>LGL - Neighborhood Services Section 900008</b> Enforces deed restrictions, responds to citizen complaints and Council and Mayor inquiries, files lawsuits, provides title work for Inspections and Public Service and deed restriction matters, attends dangerous building hearings, investigates Texas Alcohol Beverage Commission complaints, enforces sexually - oriented business ordinances and statutes, attends public hearings.	18.7	2,328,137	17.8	2,240,044	20.0	2,375,085
<b>LGL - Contracts Section 900009</b> Responsible for preparing, reviewing, negotiating City contracts, drafting budget and appropriation ordinances and opinions, researching and issuing bid irregularity opinions, handles McGregor Act claims and grants greater than \$400,000.	9.5	1,248,683	11.4	1,276,407	11.6	1,368,604

Division Summary						
Fund Name : General Fund Business Area : Legal Fund No. /Bus Area No. : 1000 / 9000						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>LGL - PWE Legal Administration Section 900014</b> Captures the payroll costs of 12 FTEs in the Real Estate, Contracts and Labor, Employment and Civil Rights Sections who provide services exclusively to PWE which reimburses the Legal Department for said costs.	11.0	1,139,428	11.5	1,080,176	12.0	1,173,560
<b>LGL - Office of Inspector General Section 900016</b> Investigates alleged violations by City employees (excluding employees of HPD), elected officials, Mayoral appointees, vendors and contractors of state or federal laws, City Charter provisions, City Ordinances, City Council Code of Conduct, Executive Orders, Administrative Procedures. Ombudsman for citizens with allegations of police misconduct; consults with Independent Police Oversight Board.	5.9	744,531	7.5	930,919	8.0	1,005,659
<b>Total</b>	<b>119.7</b>	<b>14,931,228</b>	<b>122.4</b>	<b>15,566,373</b>	<b>128.6</b>	<b>16,181,210</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

Fund Name : General Fund  
 Business Area : Legal  
 Fund No./Bus. Area No. : 1000 / 9000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE AIDE	10	2.0	2.0	0.0
ADMINISTRATIVE ASSISTANT	17	3.0	3.0	0.0
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	1.0	1.0	0.0
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	1.0	1.0	0.0
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	1.0	1.0	0.0
ADMINISTRATIVE SUPERVISOR	22	2.0	2.0	0.0
ASSISTANT CITY ATTORNEY I	24	22.0	18.0	(4.0)
ASSISTANT CITY ATTORNEY II	27	17.0	18.0	1.0
CITY ATTORNEY	39	1.0	1.0	0.0
COMMUNITY LIAISON	18	1.0	0.0	(1.0)
DIVISION MANAGER	29	3.0	3.0	0.0
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	0.0
FIRST ASSISTANT CITY ATTORNEY	37	2.0	2.0	0.0
HUMAN RESOURCES ASSISTANT	13	1.0	1.0	0.0
HUMAN RESOURCES SUPERVISOR	24	1.0	1.0	0.0
HUMAN RESOURCES TECHNICIAN	12	0.0	1.0	1.0
IRM MANAGER	29	1.0	1.0	0.0
LEGAL INVESTIGATOR	18	2.0	2.0	0.0
LEGAL WORD PROCESSOR	11	1.0	1.0	0.0
MESSENGER	6	1.0	1.0	0.0
PARALEGAL I	12	3.0	9.0	6.0
RECEPTIONIST	7	1.0	1.0	0.0
RECORDS TECHNICIAN	9	1.0	1.0	0.0
SENIOR ACCOUNT CLERK	13	1.0	1.0	0.0
SENIOR ASSISTANT CITY ATTORNEY I	32	13.0	18.0	5.0
SENIOR ASSISTANT CITY ATTORNEY II	35	12.6	9.6	(3.0)
SENIOR ASSISTANT CITY ATTORNEY,SECTION CHIEF	35	4.0	4.0	0.0
SENIOR LEGAL TITLE EXAMINER	19	0.0	1.0	1.0
SENIOR LEGAL WORD PROCESSOR	13	1.0	1.0	0.0
SENIOR OFFICE ASSISTANT	12	2.0	1.0	(1.0)
SENIOR PARALEGAL	19	21.0	16.0	(5.0)
SENIOR PUBLIC LOSS INVESTIGATOR	24	2.0	2.0	0.0
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	0.0
SYSTEMS SUPPORT ANALYST III	22	1.0	1.0	0.0
SYSTEMS SUPPORT ANALYST IV	25	0.0	1.0	1.0
<b>Total FTEs</b>		<b>127.6</b>	<b>128.6</b>	<b>1.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.1</b>	<b>0.0</b>	<b>(0.1)</b>
<b>Full-Time Equivalents</b>		<b>127.5</b>	<b>128.6</b> ✓	<b>1.1</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Legal  
 Fund No./Bus. Area No. : 1000 / 9000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
9000010001	LGL - General Admin of Dept			
424070	Interfund Legal Services	1,220,282	1,127,659	1,209,491
426330	Miscellaneous Copies Fees	700	300	700
434305	Judgments & Claims	15,000	208,137	15,000
452020	Recoveries & Refunds	5,000	80,000	5,000
452030	Miscellaneous Revenue	100	0	100
<b>Total</b>	<b>Legal</b>	<b>1,241,082</b>	<b>1,416,096</b>	<b>1,230,291</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Legal  
**Fund No./Bus. Area No. :** 1000 / 9000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	9,717,157	10,424,823	9,799,680	10,142,865
500030	Salary Part Time - Civilian	88,026	86,058	91,525	85,888
500110	Bilingual Pay - Civilian	6,427	6,328	7,232	7,232
501070	Pension - Civilian	2,238,345	2,643,729	2,485,199	2,775,087
501120	Termination Pay - Civilian	147,201	213,095	272,509	242,696
502010	FICA - Civilian	681,918	756,115	710,477	743,291
503010	Health Ins-Act Civilian	958,829	997,497	997,497	1,006,124
503015	Basic Life Insurance - Active Civilian	5,597	6,083	6,083	5,923
503060	Long Term Disability-Civilian	9,676	10,787	10,787	10,880
503090	Workers Compensation-Civilian-Admin	25,066	33,423	33,423	37,957
503100	Workers Compensation-Civilian-Claim	0	1,500	1,500	1,500
504030	Unemployment Claims - Administration	4,994	15,200	30,000	15,200
<b>Total</b>	<b>Personnel Services</b>	<b>13,883,236</b>	<b>15,194,638</b>	<b>14,445,912</b>	<b>15,074,643</b>
511020	Construction Materials	22,182	0	0	0
511045	Computer Supplies	97,561	90,000	90,000	90,000
511050	Paper & Printing Supplies	9,043	16,000	11,500	12,500
511055	Publications & Printed Materials	135,546	172,200	167,725	176,111
511060	Postage	13,258	18,000	16,600	17,000
511070	Miscellaneous Office Supplies	78,952	68,896	61,700	70,260
511110	Fuel	1,065	1,353	1,353	561
511150	Miscellaneous Parts & Supplies	1,144	0	500	0
<b>Total</b>	<b>Supplies</b>	<b>358,751</b>	<b>366,449</b>	<b>349,378</b>	<b>366,432</b>
520107	Computer Info/Contr	0	3,000	3,000	3,000
520108	Information Resource Services	0	0	8,675	0
520109	Medical Dental & Laboratory Services	822	800	550	800
520112	Banking Services	381	300	300	300
520114	Miscellaneous Support Services	169,534	173,000	173,000	176,000
520119	Computer Eq/SW Mnt	0	7,000	3,600	7,000
520121	IT Application Svcs	75,662	90,139	90,139	103,452
520510	Mail/Delivery Services	540	300	600	300
520515	Print Shop Services	3,871	4,650	4,600	4,650
520520	Printing & Reproduction Services	35,738	35,000	35,000	35,000
520605	Advertising Services	301	0	0	0
520705	Insurance Fees	1,786	7,343	7,343	5,287
520740	Document Recording/Filing Fees	77	0	0	0
520765	Membership & Professional Fees	33,074	31,710	33,000	33,000
520805	Education & Training	15,577	21,400	21,400	22,000
520905	Travel - Training Related	14,981	10,700	9,900	12,500
520910	Travel - Non-Training Related	5,065	9,600	7,200	7,700
521405	Building Maintenance Services	0	0	2,754	0
521605	Data Services	53,161	60,523	60,523	48,057
521610	Voice Services	46,558	33,235	33,235	28,995
521620	Voice Equipment	3,480	1,556	1,556	468
521625	Voice Labor	2,022	1,973	1,973	3,040
521630	GIS Revolving Fund Services	4,805	6,704	6,704	10,534
521635	Voice Services -Wireless	14,874	12,744	12,744	12,180
521715	Office Equipment Rental	45,953	44,500	45,300	46,500



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Legal  
 Fund No./Bus. Area No. : 1000 / 9000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521730	Parking Space Rental	81,266	88,100	81,200	82,000
521905	Legal Services	24,800	80,000	80,000	80,000
522420	Petty Cash/Change Special Fund	278	1,500	578	1,500
522430	Misc Othr Svcs & Chrg	28,720	3,220	4,000	4,000
522435	Interest Charges Past Due Accounts	95	0	100	100
522721	Interfund HR Client Services	0	2,093	2,093	2,559
522722	KRONOS Service Chargeback	5,047	5,619	5,619	6,843
522735	Interfund Communication Equipment Repair	0	100	0	0
522845	Interfund Vehicle Services	841	857	2,070	2,370
<b>Total</b>	<b>Other Services and Charges</b>	<b>669,309</b>	<b>737,666</b>	<b>738,756</b>	<b>740,135</b>
551010	Non-Cap Office Furniture & Equipment	0	18,904	32,327	0
551015	Non-Capital Computer Equipment	19,932	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>19,932</b>	<b>18,904</b>	<b>32,327</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>14,931,228</b>	<b>16,317,657</b>	<b>15,566,373</b>	<b>16,181,210</b>



## MAYOR'S OFFICE

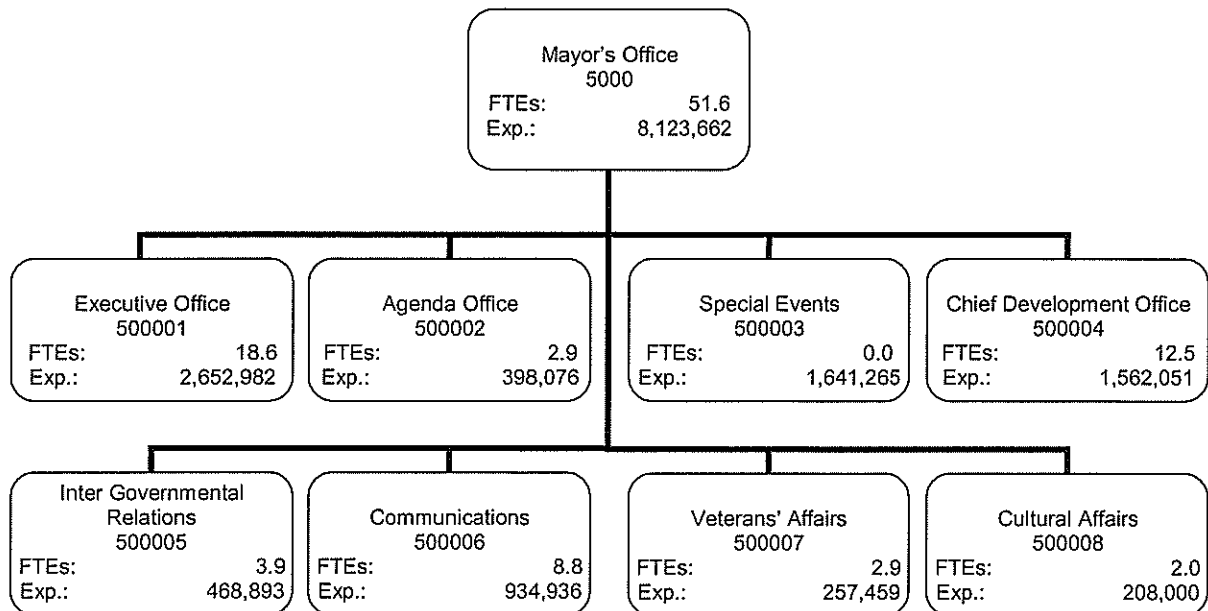
### Department Description and Mission

The Mayor of Houston is designated by City Charter as the Chief Executive Officer of the City. The Mayor's Office directs, monitors and coordinates the service delivery and work product of all City departments.

The Mayor's responsibilities include the following:

- Overall City policy development and coordination.
- Directing and monitoring all City services, focusing on efficient and responsive delivery of those services.
- Directing management of the City's fiscal policy.
- Responding to information and service inquiries by the public.
- Responding to information inquiries by the press.
- Analysis of legislative issues that affect City government at the state and federal level.
- Promoting and encouraging economic development as a source of fiscal strength for the community.
- Protecting and bettering Houstonians' quality of life.
- Providing constituency services to the citizens of Houston.
- Representing the City's interests in international trade development.
- Improving mobility by directing regional transportation policies.
- Directing infrastructure and environmental policies.
- Directing the City's boards and commissions.
- Directing supervision of the Homeland Security Department.
- Directing the agenda for council and presiding over City Council meetings.

### Department Organization



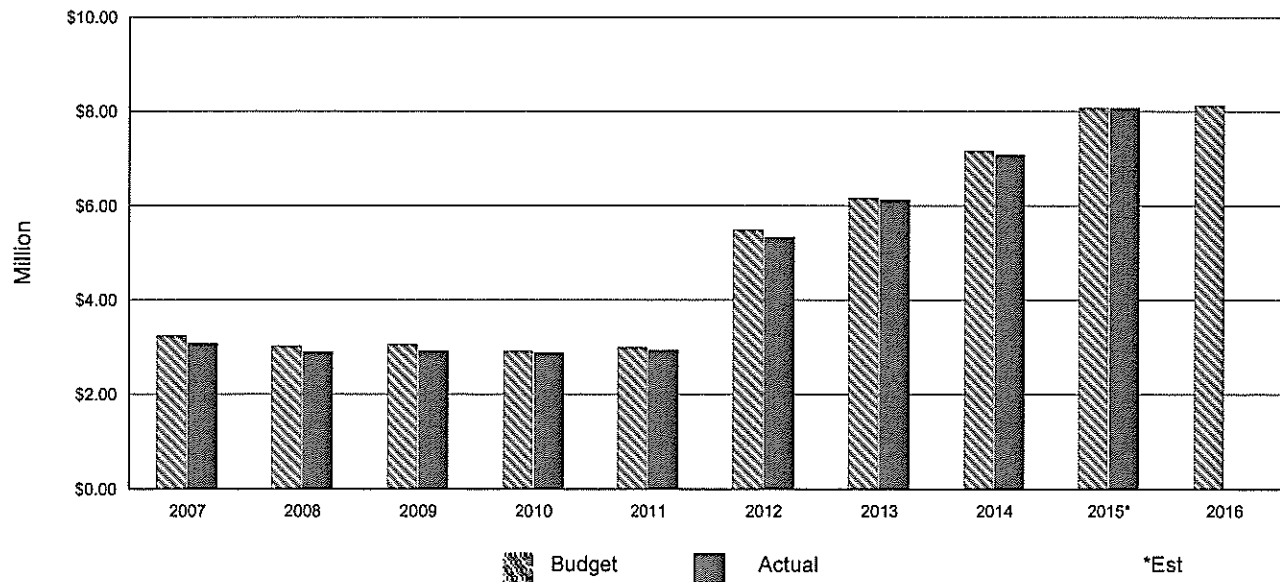
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : Mayor's Office  
 Fund No. /Bus. Area No. : 1000 / 5000

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	6,237,451	5,480,395	5,480,395	5,940,479
	Supplies	113,186	72,346	72,346	43,981
	Other Services and Charges	722,474	875,465	875,465	497,937
	Total M & O Expenditures	7,073,111	6,428,206	6,428,206	6,482,397
	Debt Service & Other Uses	0	1,640,507	1,640,507	1,641,265
	Total Expenditure	7,073,111	8,068,713	8,068,713	8,123,662
Revenues		16,878,886	15,000,000	16,004,000	18,235,000
Staffing	Full-Time Equivalents - Civilian	57.6	48.9	48.9	51.6
	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	57.6	48.9	48.9	51.6
	Full-Time Equivalents - Overtime	0.9	0.5	0.5	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Provides funding of \$550,482 for 3 FTEs and operational expenses to support the newly established Chief Compliance Office.</li> </ul>				

**Mayor's Office  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Mayor's Office</b> <b>Fund No. /Bus Area No. : 1000 / 5000</b>							
<b>Division Description</b>	<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Executive Office 500001</b> Provides support functions necessary to fulfill the chartered requirements of the Mayor and oversees departmental activity. Provides timely and effective customer service to the public and City of Houston departments.	24.0	2,499,716	16.6	2,153,288	18.6	2,652,982	
<b>Agenda Office 500002</b> Assists with processing contracts, awards and ordinance amendments through efficient communication with City departments and City Council in coordination with the City Secretary.	3.0	354,223	2.9	395,439	2.9	398,076	
<b>Special Events 500003</b> Produces, co-produces, and permits events that enhance the image of the City and highlights Houston's diverse culture.	10.0	1,498,611	0.0	1,640,507	0.0	1,641,265	
<b>Chief Development Office 500004</b> Promotes economic development through the use of a variety of tools. Develops, implements, and manages citywide policies and procedures for economic development programs such as Tax Increment Reinvestment Zones (TIRZ), tax abatements and other innovative incentive programs.	16.4	1,915,311	11.7	1,592,181	12.5	1,562,051	
<b>Inter Government Relations 500005</b> Provides effective counsel and advocacy for the Mayor's policies and city operations before federal and state governments. Develops strategic initiatives to strengthen regional cooperation.	4.2	476,956	3.9	591,753	3.9	468,893	
<b>Communications 500006</b> Directs policy development and messaging strategy and manages all aspects of Mayor's Office communications.	0.0	328,294	8.9	914,595	8.8	934,936	

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : General Fund</b> <b>Business Area : Mayor's Office</b> <b>Fund No. /Bus Area No. : 1000 / 5000</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Veterans' Affairs 500007</b> Provides central coordination and support for Veterans service organizations within the City of Houston. Assists Veterans and their families by providing information regarding health/education benefits, housing, employment, etc. Represents the Mayor and City of Houston at military ceremonies and functions. Serves as liaison to the VA Department of the federal government, the TX Veterans Commission, and other agencies serving Veterans.	0.0	0	2.9	221,105	2.9	257,459
<b>Cultural Affairs 500008</b> Facilitates arts/cultural programs, projects, initiatives, and organizations on behalf of the City. Serves as liaison to Houston Arts Alliance, the City's non-profit arts partner organization, which has City contracts to manage arts/cultural grants program funded through Hotel Occupancy Tax (HOT) and the City's artwork collection. Assists with historic preservation initiatives, parks, and library projects.	0.0	0	2.0	559,845	2.0	208,000
<b>Total</b>	<b>57.6</b>	<b>7,073,111</b>	<b>48.9</b>	<b>8,068,713</b>	<b>51.6</b>	<b>8,123,662</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** General Fund  
**Business Area :** Mayor's Office  
**Fund No./Bus. Area No. :** 1000 / 5000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	0.0	(1.0)
ADMINISTRATION MANAGER (EXE LEV)	26	3.0	1.0	(2.0)
ADMINISTRATIVE AIDE	10	1.0	1.0	0.0
ADMINISTRATIVE ASSISTANT	17	2.0	5.0	3.0
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	3.0	0.0	(3.0)
ADMINISTRATIVE ASSOCIATE	13	0.0	2.0	2.0
ADMINISTRATIVE COORDINATOR	24	3.0	5.0	2.0
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	4.0	2.0	(2.0)
ADMINISTRATIVE SPECIALIST	20	3.0	10.0	7.0
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	3.0	0.0	(3.0)
ADMINISTRATIVE SUPERVISOR	22	1.0	0.0	(1.0)
ASSISTANT DIRECTOR (EXE LEV)	32	4.0	6.0	2.0
CHIEF OF STAFF-MAYOR'S OFFICE (EXE LEV)	36	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	1.0	0.0
DEPUTY DIRECTOR (EXE LEV)	34	2.0	1.0	(1.0)
DIVISION MANAGER	29	1.0	1.0	0.0
EXECUTIVE STAFF ANALYST (EXE LEV)	30	2.0	3.0	1.0
FINANCIAL ANALYST II	18	0.0	1.0	1.0
FINANCIAL ANALYST III	21	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	1.0	1.0	0.0
MAYOR		1.0	1.0	0.0
RECEPTIONIST	7	1.0	1.0	0.0
SENIOR STAFF ANALYST	28	2.0	2.0	0.0
SENIOR STAFF ANALYST (EXE LEV)	28	3.0	3.0	0.0
STAFF ANALYST	26	2.0	3.0	1.0
STAFF ANALYST (EXE LEV)	26	2.0	1.0	(1.0)
STUDENT INTERN II	10	2.0	0.0	(2.0)
TEMP JOB CODE	NA	0.0	1.0	1.0
<b>Total FTEs</b>		<b>50.0</b>	<b>53.0</b>	<b>3.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>1.1</b>	<b>1.4</b>	<b>0.3</b>
<b>Full-Time Equivalents</b>		<b>48.9</b>	<b>51.6</b>	<b>2.7</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

**Fund Name** : General Fund  
**Business Area** : Mayor's Office  
**Fund No./Bus. Area No.** : 1000 / 5000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>5000010001</b>	<b>MYR- Mayor's Office</b>			
421270	City Election Fees	0	0	35,000
<b>5000040000</b>	<b>MYR - Chief Development Office</b>			
415010	Industrial District Assessment	15,000,000	16,000,000	18,200,000
421630	Administrative Fee - Licenses & Permits	0	4,000	0
<b>Total</b>	<b>Mayor's Office</b>	<u><u>15,000,000</u></u>	<u><u>16,004,000</u></u>	<u><u>18,235,000</u></u>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name : General Fund**  
**Business Area : Mayor's Office**  
**Fund No./Bus. Area No. : 1000 / 5000**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	4,214,589	3,763,253	3,763,253	4,123,609
500030	Salary Part Time - Civilian	0	80,000	80,000	0
500060	Overtime - Civilian	62,964	165	165	0
500110	Bilingual Pay - Civilian	7,674	5,423	5,423	4,519
500180	Temporary Employees	6,424	0	0	0
501070	Pension - Civilian	982,390	954,360	954,360	1,128,218
501120	Termination Pay - Civilian	200,687	15,596	15,596	10,000
502010	FICA - Civilian	313,794	275,263	275,263	290,812
503010	Health Ins-Act Civilian	425,785	361,913	361,913	356,159
503015	Basic Life Insurance - Active Civilian	2,440	2,221	2,221	2,411
503060	Long Term Disability-Civilian	4,511	4,180	4,180	4,388
503090	Workers Compensation-Civilian-Admin	11,845	12,878	12,878	15,220
503100	Workers Compensation-Civilian-Claim	4,348	0	0	0
504030	Unemployment Claims - Administration	0	5,143	5,143	5,143
<b>Total</b>	<b>Personnel Services</b>	<b>6,237,451</b>	<b>5,480,395</b>	<b>5,480,395</b>	<b>5,940,479</b>
511020	Construction Materials	6,909	0	0	0
511040	Audiovisual Supplies	14,904	0	0	0
511045	Computer Supplies	3,996	6,900	6,900	5,400
511050	Paper & Printing Supplies	0	1,750	1,750	1,750
511055	Publications & Printed Materials	18	7,853	7,853	2,353
511060	Postage	2,561	4,318	4,318	2,818
511070	Miscellaneous Office Supplies	30,267	21,562	21,562	20,762
511110	Fuel	20,737	13,000	13,000	2,935
511115	Vehicle Repair & Maintenance Supplies	49	2,500	2,500	2,500
511120	Clothing	104	0	0	0
511125	Food Supplies	386	10,263	10,263	263
511150	Miscellaneous Parts & Supplies	33,255	4,200	4,200	5,200
<b>Total</b>	<b>Supplies</b>	<b>113,186</b>	<b>72,346</b>	<b>72,346</b>	<b>43,981</b>
520100	Temporary Personnel Services	29,808	8,500	8,500	4,500
520109	Medical Dental & Laboratory Services	601	571	571	571
520110	Management Consulting Services	6,000	255,374	255,374	49,374
520114	Miscellaneous Support Services	12,206	53,000	53,000	9,600
520115	Real Estate Lease/Office Rental	(2,132)	46,084	46,084	0
520120	Communications Equipment Services	0	200	200	200
520121	IT Application Svcs	108,448	80,370	80,370	107,537
520122	Office Equipment Services	0	1,000	1,000	0
520123	Vehicle & Motor Equipment Services	7,499	0	0	0
520132	Contracts/Sponsorships	30,000	0	0	0
520510	Mail/Delivery Services	136	1,074	1,074	574
520515	Print Shop Services	12,206	12,509	12,509	10,509
520520	Printing & Reproduction Services	16,490	0	0	0
520605	Advertising Services	3,459	977	977	0
520705	Insurance Fees	963	810	810	996
520755	Contingency	5,000	5,000	5,000	5,000
520765	Membership & Professional Fees	1,792	20,655	20,655	1,596
520805	Education & Training	0	4,295	4,295	8,795
520905	Travel - Training Related	11,593	16,600	16,600	12,600

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** General Fund  
**Business Area :** Mayor's Office  
**Fund No./Bus. Area No. :** 1000 / 5000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520910	Travel - Non-Training Related	34,543	40,395	40,395	21,395
521505	Electricity	0	1,200	1,200	0
521510	Natural Gas	(59)	300	300	0
521605	Data Services	79,710	89,221	89,221	29,228
521610	Voice Services	29,440	25,404	25,404	23,940
521620	Voice Equipment	(753)	1,665	1,665	642
521625	Voice Labor	910	2,111	2,111	4,171
521630	GIS Revolving Fund Services	2,181	3,280	3,280	7,820
521635	Voice Services -Wireless	37,913	18,030	18,030	41,129
521705	Vehicle/Equipment Rental/Lease	33,270	0	0	0
521715	Office Equipment Rental	27,197	25,575	25,575	26,575
521725	Other Rental	16,821	750	750	750
521730	Parking Space Rental	42,767	36,025	36,025	33,377
521735	Hobby Parking Space Rental	75	0	0	0
522430	Misc Othr Svcs & Chrg	102,111	39,968	39,968	20,945
522435	Interest Charges Past Due Accounts	62	500	500	0
522721	Interfund HR Client Services	51,119	74,772	74,772	67,762
522722	KRONOS Service Chargeback	2,458	2,647	2,647	3,223
522845	Interfund Vehicle Services	18,640	6,603	6,603	5,128
<b>Total</b>	<b>Other Services and Charges</b>	<b>722,474</b>	<b>875,465</b>	<b>875,465</b>	<b>497,937</b>
532025	Transfers to Special Revenues	0	1,640,507	1,640,507	1,641,265
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>0</b>	<b>1,640,507</b>	<b>1,640,507</b>	<b>1,641,265</b>
<b>Grand Total Expenditures</b>		<b>7,073,111</b>	<b>8,068,713</b>	<b>8,068,713</b>	<b>8,123,662</b>

## OFFICE OF BUSINESS OPPORTUNITY

### Department Description and Mission

The mission of the Office of Business Opportunity (OBO) is to create a competitive and diverse business environment in the City of Houston by promoting the growth and success of local small businesses, with special emphasis on historically underutilized groups by ensuring their meaningful participation in the government procurement process.

The vision for OBO is to achieve program success by leveling the playing field for all city and local businesses regardless of race or gender, and by obliterating internal and external barriers in contracting. This can be achieved by attracting qualified certification candidates, administering a reputable certification and Hire Houston First designation process while providing unparalleled service delivery, ensuring that prime contractors consistently meet and exceed utilization goals on contracts, and tracking progress towards departmental goals through metrics.

The primary services offered by the Office of Business Opportunity include the following:

- Certification of Businesses for participation on City and Federally Funded projects: Certifies Minority, Women, Small, and Persons with Disabilities Business Enterprises (MWSBE and PDBE), as well as Disadvantaged Business Enterprises (DBE), collectively "certified firms", to be eligible to participate for credit on goal oriented portions of City contracts.
- Contract Compliance: Enforces Equal Employment Opportunity, nondiscrimination, prevailing wages, and other labor standards on City contracts. In addition, Contract Compliance Officers conduct audits to ensure certified firms are utilized and receive payment. Monitors City contracts to ensure Good Faith Efforts are being made to ensure meaningful participation.
- Department Services: Evaluates waivers, proposed contract goals, and pre-award certified firm utilization plans. Facilitates the Procurement Training Institute that educates departments on common compliance issues and best practices. Assists departments with setting contract goals based on market availability of certified firms.
- External Affairs and Outreach: Organizes events to raise awareness of City of Houston contract opportunities. Sends out quarterly newsletter and promotes certification to eligible firms.
- Vendor Services: Evaluates the pool of certified firms to promote their utilization on upcoming City of Houston contracts, and provides assistance and facilitates business development programs for certified firms.
- Houston Business Solutions Center (HBSC): Provides free assistance, counseling, financial advice, and business training workshops for individuals that would like to obtain information on how to start, own, and operate their own business. HBSC administers the Hire Houston First Program.

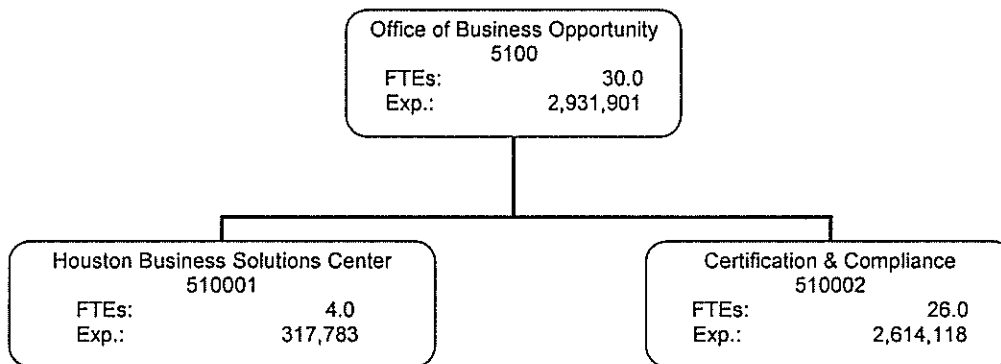
#### Department Short Term Goals

- Update internal policies and procedures to include current and best practices.
- Create analytical tools to ensure transparency.
- Continue to augment reporting to ensure transparency.
- Modify Contract Compliance workflow, delegating monitoring of utilization to select departments.
- Expand Vendor Services to include capacity building programs which contain detailed tracking metrics to assess efficacy.
- Launch programs that target new businesses and redevelop existing capacity building initiatives.
- Increase program visibility through a targeted marketing plan and outreach efforts to identify prospective companies.
- Launch the second year of the Business Plan Competition with a focus on distinct local businesses.

### Department Long Term Goals

- Improve the current contract management system to improve work performance and leverage reporting functions.
- Provide external stakeholders easy access to expanded contract information.
- Conduct disparity studies in the areas of Professional Services, Purchasing and Construction.

### Department Organization



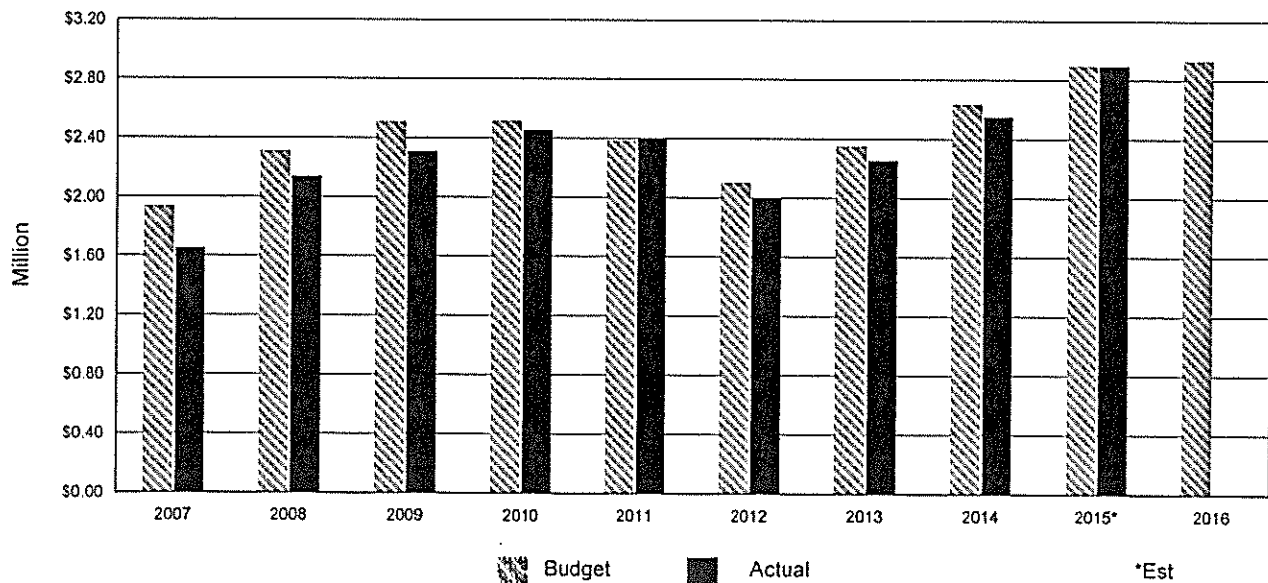


**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund					
Business Area : Office of Business Opportunity					
Fund No. /Bus. Area No. : 1000 / 5100		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	2,118,265	2,514,291	2,514,291	2,567,098
	Supplies	27,783	26,403	26,403	26,059
	Other Services and Charges	403,556	354,237	354,237	338,744
	Total M & O Expenditures	2,549,604	2,894,931	2,894,931	2,931,901
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	2,549,604	2,894,931	2,894,931	2,931,901
Revenues		109,355	108,842	115,142	121,905
Staffing	Full-Time Equivalents - Civilian	26.4	30.0	30.0	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	26.4	30.0	30.0	30.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<p>o The FY2016 Budget provides funding for health benefits and pension contribution.</p> <p>o Continue marketing and advertising efforts to promote services offered by the Office of Business Opportunity for Hire Houston First and Minority, Women, Small and Persons with Disabilities Business Enterprises Program (MWSBE and PDBE), and Disadvantaged Business Enterprises Program (DBE).</p> <p>o Continue marketing and promoting our new three year certification, which allows small businesses and historically underserved groups to remain certified for three years ensuring their meaningful participation in government procurement.</p>				

**Office of Business Opportunity  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

Fund Name : General Fund  
 Business Area : Office of Business Opportunity  
 Fund No. /Bus. Area No. : 1000 / 5100

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Certification Processing Timeframe (days)	J	31	30	25	30
MWSBE Contract Participation % - Construction	J	24%	34%	34%	34%
MWSBE Contract Participation % - Professional Services	J	36%	24%	24%	24%
MWSBE Contract Participation % - Purchasing	J	19%	11%	11%	11%
Total Certified Firms	J	2,348	2,628	2,620	2,900
Total Hire Houston First Designations	J	1,432	1,800	1,825	2,225
Expenditures Budget vs Actual Utilization	F	97%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	65%	100%	106%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
Fund Name : General Fund						
Business Area : Office of Business Opportunity						
Fund No. /Bus Area No. : 1000 / 5100						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Houston Business Solutions Center 510001</b> The Houston Business Solutions Center provides free business assistance and monitors business creation and job development by systematically tracking clients. The HBSC administers the Hire Houston First program.	4.0	294,868	4.0	315,955	4.0	317,783
<b>Certification &amp; Compliance 510002</b> The Certification and Compliance section consists of Certification, External Affairs and Outreach, Vendor Services, Contract Compliance and Administration.	22.4	2,254,736	26.0	2,578,976	26.0	2,614,118
<b>Total</b>	<b>26.4</b>	<b>2,549,604</b>	<b>30.0</b>	<b>2,894,931</b>	<b>30.0</b>	<b>2,931,901</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

Fund Name : General Fund  
 Business Area : Office of Business Opportunity  
 Fund No./Bus. Area No. : 1000 / 5100

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE ASSOCIATE	13	5.0	5.0	0.0
ADMINISTRATIVE COORDINATOR	24	2.0	2.0	0.0
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	1.0	0.0
BUSINESS DEVELOPMENT COORDINATOR	18	5.0	4.0	(1.0)
BUSINESS DEVELOPMENT SUPERVISOR	22	1.0	1.0	0.0
DIRECTOR OF BUSINESS OPPORTUNITY (EXEC)	34	1.0	1.0	0.0
DIVISION MANAGER	29	2.0	2.0	0.0
MANAGEMENT ANALYST III	21	1.0	1.0	0.0
PROCUREMENT SPECIALIST	24	2.0	2.0	0.0
PUBLIC INFORMATION OFFICER	26	1.0	1.0	0.0
SENIOR BUSINESS DEVELOPMENT COORDINATOR	20	6.0	4.0	(2.0)
STAFF ANALYST	26	1.0	1.0	0.0
TEMP JOB CODE	NA	0.0	3.0	3.0
<b>Total FTEs</b>		<b>30.0</b>	<b>30.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>30.0</b>	<b>30.0</b>	<b>0.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area : Office of Business Opportunity  
 Fund No./Bus. Area No. : 1000 / 5100

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
5100020001	Certification & Compliance			
424160	Interfund Affirmative Action Services	83,842	83,842	86,705
426330	Miscellaneous Copies Fees	0	1,300	200
5100020002	Prevailing Wages			
452030	Miscellaneous Revenue	25,000	30,000	35,000
Total	Office of Business Opportunity	<u>108,842</u>	<u>115,142</u>	<u>121,905</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Office of Business Opportunity  
 Fund No./Bus. Area No. : 1000 / 5100

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	1,483,266	1,749,985	1,749,985	1,754,911
500060	Overtime - Civilian	117	0	0	0
500110	Bilingual Pay - Civilian	462	600	1,720	3,616
501070	Pension - Civilian	346,796	435,424	435,424	480,144
501120	Termination Pay - Civilian	4,963	1,345	1,345	0
502010	FICA - Civilian	110,135	130,968	130,968	132,891
503010	Health Ins-Act Civilian	154,849	176,500	176,500	173,114
503015	Basic Life Insurance - Active Civilian	860	1,004	1,004	1,022
503060	Long Term Disability-Civilian	2,001	2,550	2,550	2,550
503090	Workers Compensation-Civilian-Admin	5,512	7,860	7,860	8,850
504030	Unemployment Claims - Administration	9,304	8,055	6,935	10,000
<b>Total</b>	<b>Personnel Services</b>	<b>2,118,265</b>	<b>2,514,291</b>	<b>2,514,291</b>	<b>2,567,098</b>
511045	Computer Supplies	1,774	1,200	1,700	3,200
511055	Publications & Printed Materials	309	1,323	1,823	2,000
511060	Postage	8,875	6,500	6,500	7,200
511070	Miscellaneous Office Supplies	13,654	10,040	9,040	10,800
511110	Fuel	3,013	4,840	4,840	359
511125	Food Supplies	158	2,500	2,500	2,500
<b>Total</b>	<b>Supplies</b>	<b>27,783</b>	<b>26,403</b>	<b>26,403</b>	<b>26,059</b>
520100	Temporary Personnel Services	32,825	0	0	0
520109	Medical Dental & Laboratory Services	506	476	943	476
520110	Management Consulting Services	30,000	6,000	6,000	2,500
520114	Miscellaneous Support Services	6,036	36,800	36,800	79,000
520119	Computer Eq/SW Mnt	0	700	700	1,700
520121	IT Application Svcs	109,380	88,575	88,575	87,860
520123	Vehicle & Motor Equipment Services	2,339	0	0	0
520515	Print Shop Services	1,920	2,800	2,800	3,100
520520	Printing & Reproduction Services	0	8,751	8,751	1,000
520605	Advertising Services	79,686	57,050	57,050	15,967
520705	Insurance Fees	492	663	663	644
520765	Membership & Professional Fees	4,039	2,500	2,500	2,000
520805	Education & Training	250	3,800	3,800	2,500
520905	Travel - Training Related	21,120	16,900	23,900	17,000
520910	Travel - Non-Training Related	3,331	1,300	2,100	1,800
521605	Data Services	16,176	11,408	11,408	10,821
521610	Voice Services	2,735	3,026	3,026	2,640
521620	Voice Equipment	252	678	678	204
521625	Voice Labor	0	860	860	1,326
521630	GIS Revolving Fund Services	1,129	1,540	1,540	1,617
521635	Voice Services -Wireless	7,823	6,688	6,688	4,387
521715	Office Equipment Rental	15,010	10,187	10,187	10,187
521730	Parking Space Rental	15,913	14,300	14,300	14,300

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : Office of Business Opportunity  
 Fund No./Bus. Area No. : 1000 / 5100

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
522430	Misc Othr Svcs & Chrg	29,077	43,934	35,667	45,636
522435	Interest Charges Past Due Accounts	0	3	3	0
522721	Interfund HR Client Services	20,010	27,900	27,900	30,492
522722	KRONOS Service Chargeback	1,079	1,161	1,161	1,414
522845	Interfund Vehicle Services	2,428	6,237	6,237	173
<b>Total</b>	<b>Other Services and Charges</b>	<b>403,556</b>	<b>354,237</b>	<b>354,237</b>	<b>338,744</b>
<b>Grand Total Expenditures</b>		<b>2,549,604</b>	<b>2,894,931</b>	<b>2,894,931</b>	<b>2,931,901</b>



## GENERAL GOVERNMENT

### Department Description and Mission

The General Government Budget includes citywide costs that are not attributable to any single department.

Major revenue sources in General Government are the citywide reimbursement for indirect cost allocation, transfer from Houston First Local Government Corporation (LGC) pertaining to a portion of Hotel Occupancy Tax revenue to be disbursed to the Houston Arts, and transfer from Parking Management Fund.

Major expenditure items in General Government include the following:

- Payments related to Limited Purpose Annexation agreements which are offset by increased sales tax revenues.
- Payments related to Chapter 380 Agreements to promote economic development and stimulating business and commercial activity within the City.
- Transfer to Component Unit includes funding for the Houston Forensic Science Local Government Corporation (LGC).
- Transfer to Special Revenues includes funding sent to the Police Special Service Fund to support HPD overtime enhancement within Tax Increment Reinvestment Zones (TIRZs) which is offset by revenue from the TIRZs.
- Health benefits costs for retiree civilians.
- Contribution payment for the encouragement, promotion, improvement and application of arts to promote tourism which is offset by the revenues received from Houston First Local Government Corporation (LGC) funded by Hotel Occupancy Taxes.
- Tax Appraisal Fees.
- Interest related payments for Tax Revenue Anticipation Note (TRANS).
- Transfer to the Maintenance Renewal and Replacement Special Revenue Fund to improve facility maintenance.
- Citywide membership costs for organizations such as the Houston Read Commission and the U.S Conference of Mayors.
- Lease payments for Bob Lanier Public Works Building at 611 Walker.
- Claims and Judgment payments related to lawsuits filed against the City.

### Department Organization

General Government	
9900	
FTEs:	0
Exp.:	210,302,551

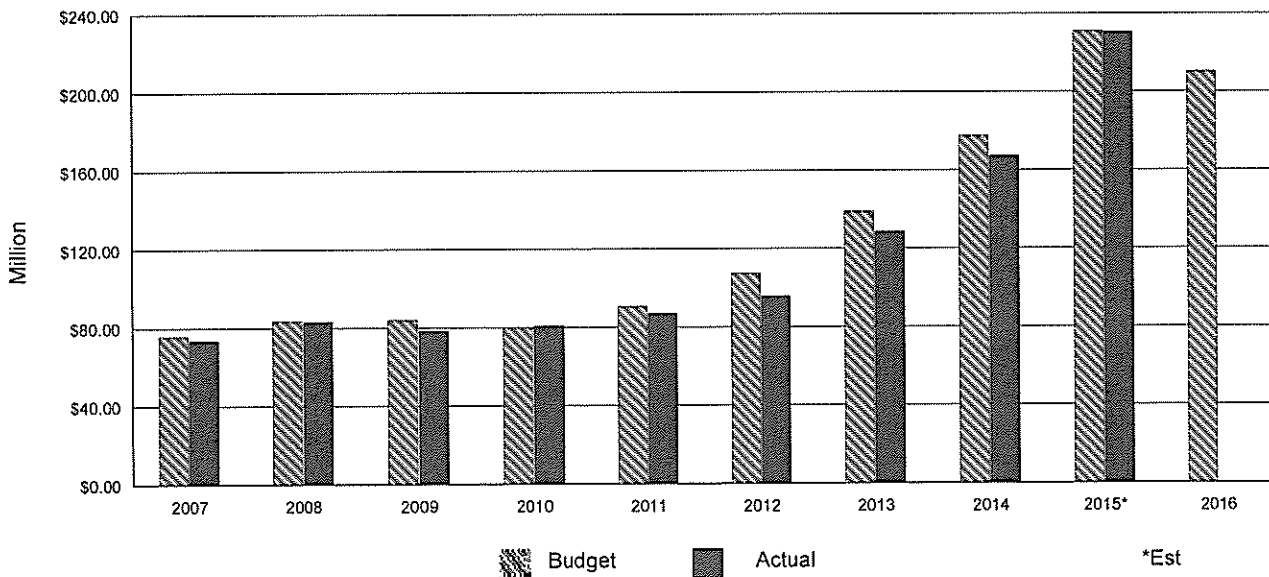
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : General Government  
 Fund No. /Bus. Area No. : 1000 / 9900

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	10,917,213	13,675,162	13,675,162	19,789,776
	Supplies	0	1,000,000	1,000,000	1,000,000
	Other Services and Charges	105,882,352	113,288,101	112,809,317	118,239,358
	Total M & O Expenditures	116,799,565	127,963,263	127,484,479	139,029,134
	Debt Service & Other Uses	50,481,407	103,044,943	103,044,943	71,273,417
	Total Expenditure	167,280,972	231,008,206	230,529,422	210,302,551
Revenues		52,943,644	62,224,702	88,017,371	67,321,357
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 FY2016 Budget includes: o Limited Purpose Annexation Sales Tax payments of \$54.2 million. o Transfer of \$22 million to the Houston Forensic Science Local Government Corporation (LGC). o \$20 million for 380 payments (\$7 million Bayou Greenway 2020). o \$17.9 million for the encouragement, promotion improvement, and application of the arts to promote tourism, offset by Hotel Occupancy Tax revenue from Houston First. o \$17.4 million for transfer to the Maintenance Renewal and Replacement Special Revenue Fund (Fund 2105). o Contingency funding of \$2.5 million for unplanned expenditures in other General Fund Departments. o Energy Contingency of \$2 million (Fuel \$1 million, Electricity \$1 million). o \$1.6 million for Houston Recovery Center. o \$1.5 million for the City of Houston Youth Summer Job Program (SJP).  In FY2016, captured revenue transfer to Dedicated Drainage Street and Renewal Fund is no longer included in General Government.				

**General Government  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

**Fund Name** : General Fund  
**Business Area** : General Government  
**Fund No./Bus. Area No.** : 1000 / 9900

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>9900010003</b>	<b>GGOV - General</b>			
416020	Miscellaneous Franchise Fee	1,500,000	1,400,054	1,390,006
422122	Municipal Service Fees - TIRZ	4,729,200	4,729,200	4,925,200
422141	Intergovernmental Revenue - TIRZ	5,750,193	6,088,747	6,674,276
425010	Indirect Cost Recovery-Aviation	2,838,374	2,838,374	3,258,744
425020	Indirect Cost Recovery - Civic Center	233,181	0	0
425030	Indirect Cost-CUS Fund	8,441,300	8,441,300	9,810,103
425060	Indirect Cost Recover -Public TV	108,499	108,499	121,463
425070	Indirect Cost-Building Inspection	1,454,707	1,454,316	1,595,671
425080	Indirect Cost Recovery-Street & Drainage	1,015,054	1,015,850	1,101,460
425090	Indirect Cost Recovery-911 Emergency	110,000	110,000	110,000
425100	Indirect Cost Recovery-Other	6,260,244	6,260,244	7,504,934
426330	Miscellaneous Copies Fees	1,200	11,090	11,000
431020	Contributions from Others	0	109,167	0
434240	Sale of Capital Assets-Land/Streets	0	23,500,000	0
434305	Judgments & Claims	100,000	0	100,000
434330	Subrogations	10,000	0	10,000
434505	Prior Year Expenditure Recovery	50,000	0	50,000
434510	Prior Year Revenue	50,000	0	50,000
445050	Cell Tower Revenue	250,000	255,354	250,000
452020	Recoveries & Refunds	800,000	2,452,898	1,300,000
452030	Miscellaneous Revenue	250,000	823,041	250,000
490060	Transfer from Civic Center	1,380,000	1,380,000	1,380,000
490120	Transfer from Component Unit	19,892,750	20,039,237	20,428,500
490140	Transfer from Parking Management	7,000,000	7,000,000	7,000,000
<b>Total</b>	<b>General Government</b>	<b>62,224,702</b>	<b>88,017,371</b>	<b>67,321,357</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area : General Government  
 Fund No./Bus. Area No. : 1000 / 9900

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
503050	Health/Life Insurance - Retiree Civilian	10,917,213	13,675,162	13,675,162	12,789,776
504020	Compensation Contingency	0	0	0	7,000,000
<b>Total</b>	<b>Personnel Services</b>	<b>10,917,213</b>	<b>13,675,162</b>	<b>13,675,162</b>	<b>19,789,776</b>
511110	Fuel	0	1,000,000	1,000,000	1,000,000
<b>Total</b>	<b>Supplies</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>
520110	Management Consulting Services	1,579,152	639,521	639,521	3,139,521
520112	Banking Services	121,511	127,800	127,800	127,800
520115	Real Estate Lease/Office Rental	4,554,414	4,650,000	4,650,000	4,650,000
520144	Limited Purpose Annexation Payment	47,190,651	51,973,682	51,973,682	54,195,685
520145	Criminal Intelligence Services	1,493,283	0	0	0
520605	Advertising Services	322,603	500,000	500,000	500,000
520730	Tax Appraisal Fees	7,788,238	8,800,000	8,800,000	8,963,403
520735	Tax Refunds	584,257	0	0	0
520750	Elections	2,268,264	0	0	2,500,000
520755	Contingency	7,119	1,095,984	617,200	2,500,000
520760	Contributions	15,644,339	16,972,910	16,972,910	17,853,660
520765	Membership & Professional Fees	1,367,311	1,685,122	1,685,122	1,294,997
521505	Electricity	0	1,000,000	1,000,000	1,000,000
521905	Legal Services	1,117,052	1,585,000	1,585,000	1,585,000
522205	Metro Commuter Passes	719,388	720,000	720,000	720,000
522430	Misc Othr Svcs & Chrg	2,192,160	4,256,292	4,256,292	4,927,502
522435	Interest Charges Past Due Accounts	130	0	0	0
522620	Claims & Judgments	16,524,809	18,277,101	18,277,101	13,277,101
522795	Other Interfund Services	696,723	1,004,689	1,004,689	1,004,689
522845	Interfund Vehicle Services	1,710,948	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>105,882,352</b>	<b>113,288,101</b>	<b>112,809,317</b>	<b>118,239,358</b>
531085	Other Interest	3,039,502	4,927,500	4,927,500	3,387,500
532015	Transfers to Convention & Entertainment	289,875	0	0	0
532025	Transfers to Special Revenues	39,970,092	60,127,142	60,127,142	24,225,992
532040	Transfers to Component Unit	7,181,938	23,434,621	23,434,621	23,626,245
532135	Ch.380 - Transfers to Other Funds	0	14,555,680	14,555,680	20,033,680
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>50,481,407</b>	<b>103,044,943</b>	<b>103,044,943</b>	<b>71,273,417</b>
<b>Grand Total Expenditures</b>		<b>167,280,972</b>	<b>231,008,206</b>	<b>230,529,422</b>	<b>210,302,551</b>

## **GENERAL DEBT SERVICE AND PAY-AS-YOU-GO CAPITAL TRANSFERS**

The largest revenue source for the General Debt Service Fund is the General Fund, which transfers a portion of ad valorem taxes (property tax receipts) required for principal and interest payments on tax supported debt.

The largest revenue source for Pay-As-You-Go (PAYGO) capital transfers is ad valorem taxes and the largest recipient of funds is the Dedicated Drainage and Street Renewal Fund (DDSRF).



**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

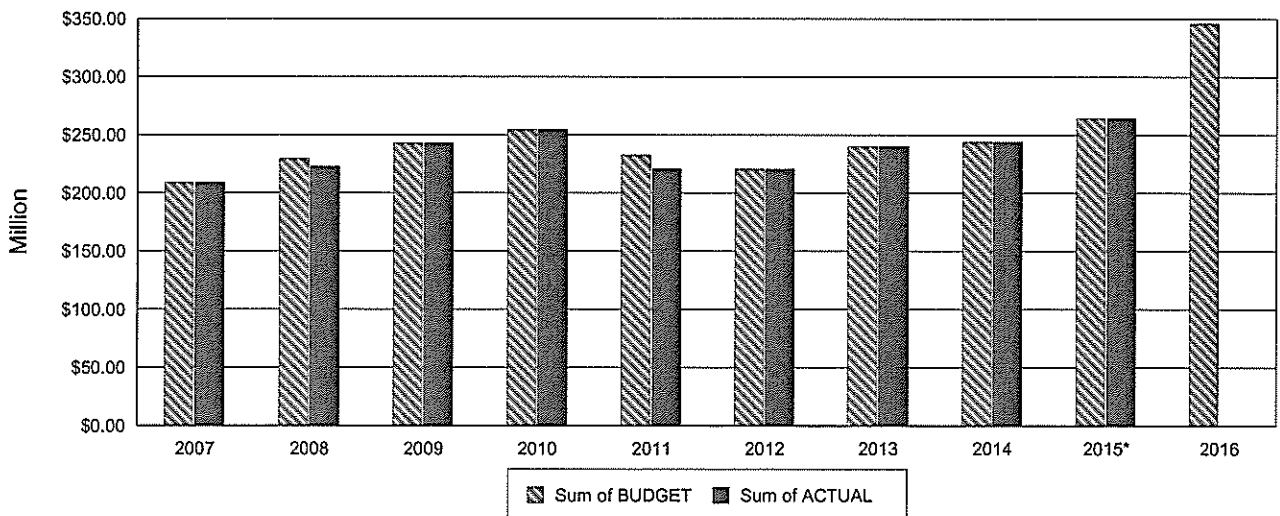
Fund Name : General Fund  
 Business Area : General Debt Service  
 Fund No. /Bus. Area No. : 1000 / 9700

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Transfers to Special Revenues	0	0	0	27,771,000
	Captured Revenue Transfer to DDSRF	0	0	0	22,275,000
	Trans to PIB Bonds Debt Service	243,813,000	264,500,000	264,500,000	295,954,000
	Debt Service & Other Uses	243,813,000	264,500,000	264,500,000	346,000,000
	Total Expenditure	243,813,000	264,500,000	264,500,000	346,000,000
Revenues		(550)	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

**Significant  
Budget  
Changes  
and  
Highlights**

- o The transfer of ad valorem tax revenues to the Dedicated Drainage and Street Renewal Fund (DDSRF) has previously been budgeted under General Government. The transfer is now reflected in this business area to highlight it as a Pay-As-You-Go capital investment in infrastructure.
- o In FY2015, the City refinanced debt across all credits, achieving present value savings of \$44 million.
- o On July 8, 2014, Standard & Poor's affirmed the Houston, Texas General Obligation long term rating of AA+/Stable.
- o On July 7, 2014, Moody's Investors Service affirmed the City of Houston's, TX General Obligation Limited Tax long term rating of Aa2; outlook remains stable.

**General Debt Service  
Current Budget vs Actual Expenditures**



\*Est

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name** : General Fund  
**Business Area** : General Debt Service  
**Fund No./Bus. Area No.** : 1000 / 9700

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
532025	Transfers to Special Revenues	0	0	0	27,771,000
532050	Trans to PIB Bonds Debt Service	243,813,000	264,500,000	264,500,000	295,954,000
532140	Captured Revenue Transfer to DDSRF	0	0	0	22,275,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>243,813,000</b>	<b>264,500,000</b>	<b>264,500,000</b>	<b>346,000,000</b>
<b>Grand Total Expenditures</b>		<b>243,813,000</b>	<b>264,500,000</b>	<b>264,500,000</b>	<b>346,000,000</b>

## ENTERPRISE FUNDS

Aviation Fund .....	IX - 2
Airport Capital Outlay Fund .....	IX - 18
Convention and Entertainment Facilities .....	IX - 24
Facilities Operating Fund .....	IX - 25
Combined Utility System .....	IX - 32
Water and Sewer Operating Fund .....	IX - 34
Combined Utility System Operating Fund .....	IX - 48
Combined Utility System General Purpose Fund .....	IX - 52
Dedicated Drainage and Street Renewal Fund* .....	IX - 58
Storm Water Fund* .....	IX - 72

\*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 the 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 in the Americas.

The core values of HAS are relationships, innovation, service and excellence (R.I.S.E.).

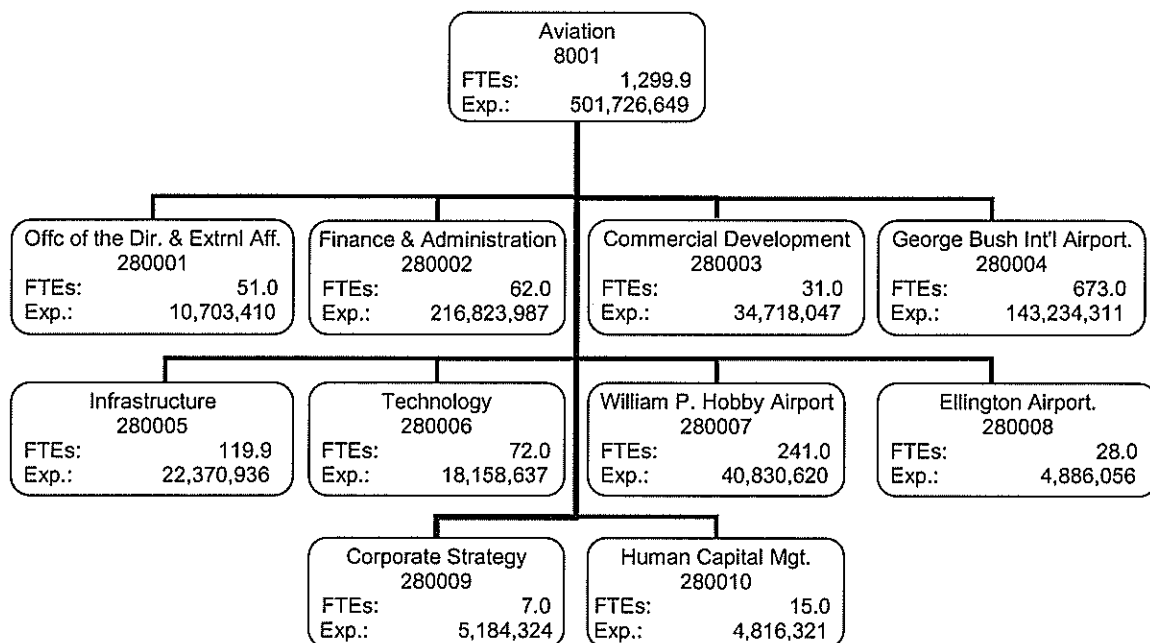
#### Short-Term Goals

- Open the William P. Hobby Airport (HOU) international terminal and related products on-time and on-budget.
- Implement the George Bush Intercontinental Airport (IAH) Terminal Redevelopment Program Executive Program Manager (ITRP EPM) and Program Manager Support Services (PMSS) contracts.
- Develop the Ellington Airport (EFD) Spaceport business plan.
- Maintain at least 1.5x debt service coverage. (This is the ratio of revenues available annually for debt service payments over the total debt service payment.)

#### Long-Term Goals

- Maintain at least 1.5x debt service coverage.
- Open IAH Terminal Redevelopment Program on-time and under budget.
- Continue the pursuit of spaceport business opportunities and real estate development at EFD in an effort to reverse trend of operating losses.
- Add services to enhance the customer experience.

### Department Organization



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	484,633,726	484,633,726	501,726,649
Total Available Resources	<u>484,633,726</u>	<u>484,633,726</u>	<u>501,726,649</u>
Maintenance and Operations	304,526,380	277,439,952	299,744,676
Debt Services	109,931,100	110,777,953	135,345,732
Renewal / Replacement Cap. Exps.	0	2,550,000	0
System Improvements	70,069,746	93,759,321	66,529,741
Other Interest	106,500	106,500	106,500
Total Expenditures	<u>484,633,726</u>	<u>484,633,726</u>	<u>501,726,649</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>484,633,726</u></u>	<u><u>484,633,726</u></u>	<u><u>501,726,649</u></u>





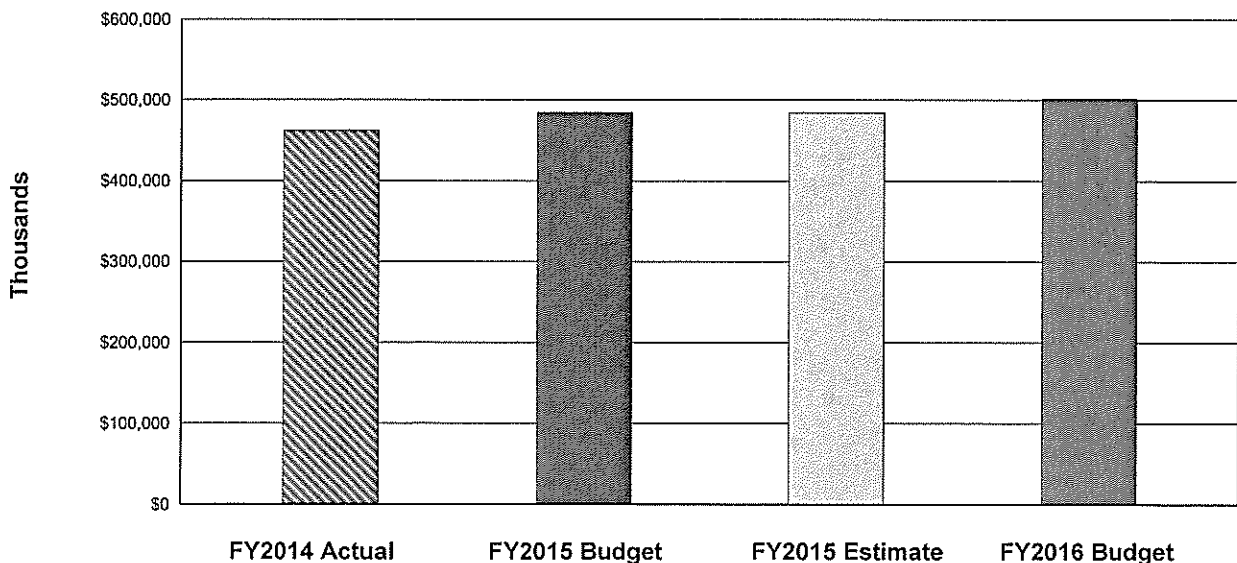
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	108,520,368	114,927,378	102,367,307	112,161,926
	Supplies	8,822,415	9,443,047	8,860,451	9,980,556
	Other Services and Charges	149,957,288	177,801,161	164,133,316	175,177,355
	Non-Capital Equipment	1,338,417	2,354,794	2,078,878	2,424,839
	Total M & O Expenditures	268,638,488	304,526,380	277,439,952	299,744,676
	Debt Service & Other Uses	194,065,853	180,107,346	207,193,774	201,981,973
	Total Expenditure	462,704,341	484,633,726	484,633,726	501,726,649
Revenues		460,824,313	484,633,726	484,633,726	501,726,649
Staffing	Full-Time Equivalents - Civilian	1,272.5	1,404.5	1,221.5	1,299.9
	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	1,272.5	1,404.5	1,221.5	1,299.9
	Full-Time Equivalents - Overtime	90.7	45.0	54.6	54.7
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution. o An assumed increase in enplaned passenger numbers of 3.2% over the FY2015 estimate. o Increased operating expenses related to the opening of the international concourse, parking garage and related facilities at William P. Hobby Airport. o A \$5.4M (2.5%) increase in nonairline revenues (terminal, rental car, and other concessions; parking; land and building leases, etc.) related to increased passenger numbers and reprogrammed terminal concession facilities.				

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



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Airline Costs per Enplaned Passenger (CPE) for HOU	F	\$6.20	\$7.02	\$6.53	\$6.78
Airline Costs per Enplaned Passenger (CPE) for IAH	F	\$10.44	\$10.97	\$10.56	\$10.77
Number of Airports Served by More Than 1 Airline	J,I	N/A	59	61	65
Passengers Clearing Customs and Border Protection within 30 Minutes (HOU)	Q	N/A	N/A	N/A	80%
Passengers Clearing Customs and Border Protection within 30 Minutes (IAH)	Q	N/A	80%	80%	80%
Passengers Clearing TSA within 12 Minutes (HOU)	Q	N/A	95%	95%	95%
Passengers Clearing TSA within 12 Minutes (IAH)	Q	N/A	95%	95%	95%
Expenditures Budget vs Actual Utilization	F	100%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	100%	100%	100%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : HAS-Revenue Fund</b> <b>Business Area : Houston Airport System</b> <b>Fund No. /Bus Area No. : 8001 / 2800</b>						
<b>Division Description</b>	<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Office of the Director &amp; External Affairs 280001</b> This group consists of the Director's Office, Safety & Emergency Management, Internal Audit, Activation Team, ITRP, External Affairs and Office of Business Opportunity.	41.4	7,975,269	42.0	10,279,707	51.0	10,703,410
<b>Finance &amp; Administration 280002</b> This group consists of Finance & Accounting, Supply Chain Management and Corporate Services. It exists to ensure that HAS generates the financial resources required to provide the facilities and services that passengers want.	71.8	220,732,831	72.0	226,098,931	62.0	216,823,987
<b>Commercial Development 280003</b> 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.	17.8	25,065,280	26.0	29,869,239	31.0	34,718,047
<b>George Bush Intercontinental Airport 280004</b> George Bush Intercontinental Airport (IAH) ensures the highest level of customer service for all passengers, visitors, tenants and team members through a safe, secure and efficient operating environment by maintaining strict compliance with federal, state and local government regulations.	688.4	129,036,918	641.0	136,957,529	673.0	143,234,311
<b>Infrastructure 280005</b> Infrastructure is responsible for the planning, design, construction and maintenance policy of all HAS physical infrastructure, to consistently provide world-class airport airside, terminal and landside facilities, developed and maintained to optimize sustainability and life-cycle costs.	76.6	19,333,918	92.0	17,479,759	119.9	22,370,936
<b>Technology 280006</b> The HAS Technology Division exists to provide technology systems and information desired by travelers and business partners.	60.4	14,858,848	68.0	16,548,375	72.0	18,158,637

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : HAS-Revenue Fund</b> <b>Business Area : Houston Airport System</b> <b>Fund No. /Bus Area No. : 8001 / 2800</b>							
<b>Division Description</b>	<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>William P. Hobby Airport 280007</b> 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.	268.3	35,658,121	231.5	38,135,428	241.0	40,830,620	
<b>Ellington Airport 280008</b> 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. Additionally, EFD is responsible for the development of the Houston Spaceport.	26.3	4,102,562	29.0	3,771,098	28.0	4,886,056	
<b>Corporate Strategy 280009</b> This group consists of Corporate Strategy which provides strategic oversight, guidance and support to all HAS divisions in the areas of strategic planning, process improvement and enterprise risk management.	9.6	1,918,198	7.0	1,178,386	7.0	5,184,324	
<b>Human Capital Management 280010</b> The Human Capital Management division serves the customer by focusing on HAS most valuable asset - its team members.	11.9	4,022,396	13.0	4,315,274	15.0	4,816,321	
<b>Total</b>	<b>1,272.5</b>	<b>462,704,341</b>	<b>1,221.5</b>	<b>484,633,726</b>	<b>1,299.9</b>	<b>501,726,649</b>	

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT	17	3.0	3.0	0.0
ACCOUNTANT ASSOCIATE	14	4.0	4.0	0.0
ACCOUNTANT SUPERVISOR	24	3.0	3.0	0.0
ACCOUNTING SERVICES SUPERVISOR	17	1.0	1.0	0.0
ADMINISTRATION MANAGER	26	2.0	2.0	0.0
ADMINISTRATION MANAGER (EXEC)	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	4.0	2.0	(2.0)
ADMINISTRATIVE ASSISTANT	17	18.0	17.0	(1.0)
ADMINISTRATIVE ASSISTANT (EXEC)	17	0.0	1.0	1.0
ADMINISTRATIVE ASSOCIATE	13	7.0	4.0	(3.0)
ADMINISTRATIVE COORDINATOR	24	11.0	13.0	2.0
ADMINISTRATIVE SPECIALIST	20	17.0	18.0	1.0
ADMINISTRATIVE SUPERVISOR	22	3.0	4.0	1.0
AIRPORT BUSINESS DEVELOPMENT COORDINATOR	29	8.0	7.0	(1.0)
AIRPORT COMMUNICATIONS OPERATOR	13	25.0	26.0	1.0
AIRPORT OPERATIONS ASSISTANT	13	70.5	87.0	16.5
AIRPORT OPERATIONS COORDINATOR	20	44.0	41.0	(3.0)
AIRPORT OPERATIONS SPECIALIST	17	37.0	37.0	0.0
AIRPORT OPERATIONS SUPERVISOR	23	44.0	44.0	0.0
AIRPORT SECURITY COORDINATOR	25	5.0	5.0	0.0
AIRPORT SECURITY INVESTIGATOR	23	4.0	4.0	0.0
AIRPORT SUPERINTENDENT	25	20.0	22.0	2.0
AIRPORT SUPERVISOR	18	62.0	60.0	(2.0)
AIRPORT SYSTEMS TECHNICIAN	17	6.0	6.0	0.0
ASSISTANT AIRPORT MANAGER	29	3.0	2.0	(1.0)
ASSISTANT AIRPORT SUPERINTENDENT	22	6.0	4.0	(2.0)
ASSISTANT CITY ATTORNEY I	24	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXEC)	32	16.0	20.0	4.0
ASSISTANT DIRECTOR-AVIATION (EXEC)	34	4.0	7.0	3.0
ASSISTANT ELECTRICAL SUPERVISOR	22	6.0	6.0	0.0
ASSISTANT PROJECT MANAGER	20	2.0	1.0	(1.0)
AVIATION DIRECTOR	38	1.0	1.0	0.0
BUYER	16	0.0	1.0	1.0
CARPENTER	14	10.0	10.0	0.0
CEMENT FINISHER	11	4.0	3.0	(1.0)
CHIEF ARCHITECT	31	3.0	3.0	0.0
CONTRACT ADMINISTRATOR	22	9.0	9.0	0.0
CONTRACT COMPLIANCE OFFICER	15	3.0	2.0	(1.0)
CONTRACT COMPLIANCE SUPERVISOR	22	1.0	1.0	0.0
CUSTOMER SERVICE CLERK	10	1.0	1.0	0.0
CUSTOMER SERVICE REP. I	13	2.0	1.0	(1.0)
CUSTOMER SERVICE REP. II	15	2.0	4.0	2.0
CUSTOMER SERVICE REP. III	16	1.0	1.0	0.0
DEPUTY AIRPORT MANAGER (EXEC)	31	1.0	0.0	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	9.0	8.0	(1.0)
DEPUTY DIRECTOR (EXEC)	34	4.0	3.0	(1.0)
DEPUTY DIRECTOR-AVIATION (EXEC)	36	4.0	4.0	0.0
DIVISION MANAGER	29	21.0	29.0	8.0
DIVISION MANAGER (EXEC)	29	3.0	3.0	0.0
ELECTRICAL SUPERINTENDENT	26	3.0	3.0	0.0
ELECTRICIAN	18	30.0	29.0	(1.0)
ENGINEER	26	3.0	3.0	0.0
ENVIRONMENTAL INVESTIGATOR III	20	1.0	1.0	0.0
ENVIRONMENTAL INVESTIGATOR V	28	1.0	1.0	0.0
EQUIPMENT OPERATOR I	8	28.0	25.0	(3.0)
EQUIPMENT OPERATOR II	10	24.0	22.0	(2.0)

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
EQUIPMENT OPERATOR III	13	26.0	27.0	1.0
EQUIPMENT WORKER	13	3.0	2.0	(1.0)
EXECUTIVE OFFICE ASSISTANT	15	3.0	0.0	(3.0)
EXECUTIVE RECRUITER	27	1.0	1.0	0.0
EXECUTIVE STAFF ANALYST (EXEC)	30	2.0	1.0	(1.0)
FINANCIAL ANALYST II	18	1.0	1.0	0.0
FINANCIAL ANALYST III	21	4.0	3.0	(1.0)
FINANCIAL ANALYST IV	25	0.0	2.0	2.0
GIS ANALYST	20	1.0	2.0	1.0
GIS SUPERVISOR	26	1.0	1.0	0.0
GRADUATE ENGINEER	22	2.0	3.0	1.0
GRAPHIC DESIGNER	17	1.0	1.0	0.0
GROUND TRANSPORTATION REP.	8	50.0	48.0	(2.0)
INFORMATION SYSTEMS ADMIN. (EXEC)	30	1.0	1.0	0.0
INSPECTOR	18	27.0	28.0	1.0
INSTRUMENT PERSON	11	2.0	2.0	0.0
INVENTORY MANAGEMENT CLERK	9	11.0	12.0	1.0
INVENTORY MANAGEMENT SUPERVISOR	17	0.0	1.0	1.0
IRM MANAGER	29	2.0	2.0	0.0
IT PROJECT MANAGER	28	15.0	17.0	2.0
LABORATORY TECHNICIAN	6	0.0	1.0	1.0
LABORER	4	190.0	183.0	(7.0)
MAINTENANCE MECHANIC I	8	17.0	15.0	(2.0)
MAINTENANCE MECHANIC II	12	5.0	4.0	(1.0)
MAINTENANCE MECHANIC III	14	43.0	43.0	0.0
MAINTENANCE SUPERVISOR	16	2.0	2.0	0.0
MANAGEMENT ANALYST II	18	1.0	2.0	1.0
MANAGEMENT ANALYST III	21	5.0	5.0	0.0
MANAGEMENT ANALYST IV	25	5.0	5.0	0.0
MANAGING ENGINEER	31	5.0	8.0	3.0
OFFICE SUPERVISOR	17	1.0	1.0	0.0
PAINTER	11	21.0	19.0	(2.0)
PAINTER LEADER	15	1.0	1.0	0.0
PARTY CHIEF	19	2.0	2.0	0.0
PROCUREMENT SPECIALIST	24	3.0	3.0	0.0
PROGRAMMER ANALYST IV	25	1.0	1.0	0.0
PROJECT MANAGER	24	11.0	11.0	0.0
PROJECT TECHNICIAN III	17	4.0	2.0	(2.0)
PROJECT TECHNICIAN IV	20	0.0	4.0	4.0
PUBLIC INFORMATION OFFICER	26	0.0	1.0	1.0
PUBLIC INFORMATION OFFICER (EXEC)	26	1.0	0.0	(1.0)
PURCHASING MANAGER	27	0.0	1.0	1.0
RECORDS ADMINISTRATOR	23	0.0	1.0	1.0
REGULATORY INVESTIGATOR	11	4.0	4.0	0.0
SAFETY ADMINISTRATOR	27	1.0	1.0	0.0
SAFETY OFFICER	21	1.0	1.0	0.0
SECURITY OFFICER	8	53.0	47.0	(6.0)
SEMI-SKILLED LABORER	6	52.0	57.0	5.0
SENIOR ACCOUNTANT	20	5.0	5.0	0.0
SENIOR AIRPORT COMMUNICATIONS OPERATOR	15	14.0	14.0	0.0
SENIOR AIRPORT MANAGER (EXEC)	35	1.0	0.0	(1.0)
SENIOR AIRPORT PROPERTIES REPRESENTATIVE	26	6.0	8.0	2.0
SENIOR AIRPORT SYSTEMS TECHNICIAN	20	6.0	6.0	0.0
SENIOR ARCHITECT	29	1.0	0.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY I	32	2.0	1.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY II	35	2.0	1.0	(1.0)

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	2.0	1.0
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	0.0
SENIOR CONTRACT COMPLIANCE OFFICER	18	2.0	1.0	(1.0)
SENIOR CUSTOMER SERVICE CLERK	12	1.0	2.0	1.0
SENIOR GIS ANALYST	24	1.0	1.0	0.0
SENIOR GIS TECHNICIAN	17	1.0	0.0	(1.0)
SENIOR INSPECTOR	22	7.0	7.0	0.0
SENIOR INVENTORY MANAGEMENT CLERK	12	5.0	4.0	(1.0)
SENIOR IT PROJECT MANAGER (EXEC)	30	0.0	1.0	1.0
SENIOR MARKETING SPECIALIST	28	2.0	2.0	0.0
SENIOR MICROCOMPUTER ANALYST	23	12.0	12.0	0.0
SENIOR OFFICE ASSISTANT	12	6.0	5.0	(1.0)
SENIOR PARALEGAL	19	1.0	1.0	0.0
SENIOR PAYROLL CLERK	13	3.0	3.0	0.0
SENIOR PROCUREMENT SPECIALIST	27	9.0	10.0	1.0
SENIOR PROJECT MANAGER	27	9.0	10.0	1.0
SENIOR REGULATORY INVESTIGATOR	14	4.0	4.0	0.0
SENIOR RODPERSON	9	1.0	1.0	0.0
SENIOR SPECIAL SERVICE REPRESENTATIVE	15	4.0	4.0	0.0
SENIOR STAFF ANALYST	28	11.0	16.0	5.0
SENIOR STAFF ANALYST (EXEC)	28	1.0	1.0	0.0
SENIOR SUPERINTENDENT	27	14.0	13.0	(1.0)
SIGN PROCESSOR	9	3.0	3.0	0.0
SPECIAL SERVICE REPRESENTATIVE	13	38.0	39.0	1.0
STAFF ANALYST	26	11.0	13.9	2.9
STUDENT INTERN II	10	0.0	2.0	2.0
SUPERVISING ENGINEER	29	4.0	4.0	0.0
SYSTEMS ACCOUNTANT II	23	1.0	1.0	0.0
SYSTEMS ACCOUNTANT III	27	6.0	6.0	0.0
SYSTEMS ACCOUNTANT IV	29	3.0	2.0	(1.0)
SYSTEMS CONSULTANT	26	8.0	8.0	0.0
SYSTEMS SUPPORT ANALYST III	22	2.0	2.0	0.0
SYSTEMS SUPPORT ANALYST IV	25	6.0	6.0	0.0
TRAINING COORDINATOR	24	2.0	2.0	0.0
<b>Total FTEs</b>		<b>1,404.5</b>	<b>1,425.9</b>	<b>21.4</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>126.0</b>	<b>126.0</b>
<b>Full-Time Equivalents</b>		<b>1,404.5</b>	<b>1,299.9</b>	<b>(104.6)</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>2800020002</b>	<b>Finance &amp; Accounting</b>			
428080	Returned Check Charges	0	48	0
431030	Donated/Seized Asset Additions	0	1,185,000	0
432010	Interest on Pooled Investments	5,268,935	5,968,935	6,450,000
434245	Sale of Capital Assets - Vehicles	0	1,375	0
443060	Ground Transport Concessions	646,668	623,438	623,438
456255	Misc Operating Revenue	912	446	910
456260	Oper Recov & Refunds	0	464	464
<b>2800020004</b>	<b>Supply Chain Management</b>			
434205	Sale of Scrap Metal	0	10,223	0
434225	Sale of Non-Capital Equip. & Merchandise	0	22,173	0
434245	Sale of Capital Assets - Vehicles	0	2,058	0
<b>2800040003</b>	<b>EFD Operations</b>			
426420	Building Space Rental Fees	47,808	49,635	49,634
434240	Sale of Capital Assets-Land/Streets	500,000	0	0
441020	Aviation Fuel Revenue	266,526	239,643	307,118
442050	Hangar Rental Fees	920,112	920,842	946,902
442060	Grounds Rental Fees	381,190	396,639	400,939
443080	Special Events Concessions	24,489	25,224	25,980
456175	Disposal Fees	0	0	1,680
456253	Badging Fees	2,196	2,200	820
456255	Misc Operating Revenue	6,912	6,572	10,871
456260	Oper Recov & Refunds	56,736	56,736	56,736
<b>2800040005</b>	<b>HOU Management</b>			
426420	Building Space Rental Fees	232,812	215,166	217,404
431030	Donated/Seized Asset Additions	0	916,842	0
441010	Signatory Landings	15,605,942	14,872,698	13,283,000
441020	Aviation Fuel Revenue	823,224	938,258	938,258
441030	Aircraft Parking Revenue	228,888	128,888	228,888
442030	Terminal Space Rental Fees	25,689,946	24,849,168	29,859,000
442035	Terminal Space Nonair Rental Fees	509,256	517,409	517,411
442040	Cargo Building Rental Fees	174,660	177,518	177,518
442050	Hangar Rental Fees	3,258,646	3,223,053	3,273,334
442060	Grounds Rental Fees	1,844,254	1,925,216	2,100,893
443050	Auto Rental Concessions	9,296,484	9,513,361	9,793,048
443060	Ground Transport Concessions	1,741,094	1,909,293	1,944,920
443190	Retail Concessions	10,421,220	11,203,591	12,494,935
447020	Garage Parking Revenue	22,153,492	23,296,170	26,423,672
456175	Disposal Fees	82,992	68,993	60,705
456253	Badging Fees	133,644	153,641	168,427
456255	Misc Operating Revenue	37,176	66,373	35,256
456260	Oper Recov & Refunds	475,344	445,759	445,759
<b>2800040015</b>	<b>IAH Facil Mgmnt.</b>			
434245	Sale of Capital Assets - Vehicles	0	6,395	0
<b>2800040016</b>	<b>IAH Management</b>			
426420	Building Space Rental Fees	5,984,891	5,984,738	6,200,091
434240	Sale of Capital Assets-Land/Streets	100,000	370,889	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
434245	Sale of Capital Assets - Vehicles	0	49,634	0
434510	Prior Year Revenue	3,389,770	2,555,091	0
441010	Signatory Landings	80,630,110	78,592,440	79,672,000
441015	Carrier Incentive Program	(3,500,000)	(5,500,000)	(3,500,000)
441020	Aviation Fuel Revenue	340,620	367,510	367,510
441030	Aircraft Parking Revenue	2,302,248	2,402,248	2,302,248
442030	Terminal Space Rental Fees	152,601,011	144,942,116	154,485,000
442035	Terminal Space Nonair Rental Fees	899,991	1,074,207	874,644
442040	Cargo Building Rental Fees	2,222,595	2,336,613	2,396,888
442050	Hangar Rental Fees	2,195,403	2,195,085	2,328,511
442060	Grounds Rental Fees	6,143,580	6,066,432	6,964,525
443050	Auto Rental Concessions	23,168,434	23,731,920	23,582,464
443060	Ground Transport Concessions	5,953,462	6,315,122	6,331,972
443190	Retail Concessions	30,032,689	31,611,705	30,235,199
445050	Cell Tower Revenue	829,668	880,863	880,863
447020	Garage Parking Revenue	68,114,212	71,934,156	75,160,109
452030	Miscellaneous Revenue	0	1,825,000	0
456175	Disposal Fees	187,956	141,955	140,041
456253	Badging Fees	645,720	725,719	765,874
456255	Misc Operating Revenue	216,060	546,831	200,765
456260	Oper Recov & Refunds	1,343,748	1,500,025	1,500,025
<b>2800040017</b>	<b>IAH Airfield&amp;Grnd</b>			
434245	Sale of Capital Assets - Vehicles	0	27,365	0
<b>2800040019</b>	<b>IAH Operations</b>			
434245	Sale of Capital Assets - Vehicles	0	3,350	0
<b>2800040023</b>	<b>IAH PhysPlantMai</b>			
434245	Sale of Capital Assets - Vehicles	0	1,936	0
<b>2800050004</b>	<b>HAS-INF Construction</b>			
434245	Sale of Capital Assets - Vehicles	0	9,701	0
<b>2800060004</b>	<b>IAH HPD</b>			
434245	Sale of Capital Assets - Vehicles	0	1,632	0
<b>Total</b>	<b>Houston Airport System</b>	<b>484,633,726</b>	<b>484,633,726</b>	<b>501,726,649</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	60,045,125	68,606,331	60,228,299	67,712,058
500030	Salary Part Time - Civilian	503,205	458,425	473,790	682,515
500060	Overtime - Civilian	4,693,814	3,201,599	3,657,173	3,162,902
500090	Premium Pay - Civilian	741,032	742,432	714,140	718,637
500110	Bilingual Pay - Civilian	97,466	103,021	94,684	93,978
500210	Pay for Performance-Municipal	(33,428)	0	833,796	0
500240	HOPE Community Service Usage	488	2,100	874	0
500250	HOPE Union Business Usage	5,861	7,000	1,683	1,874
501030	Earned Leave - Civilian	556,040	0	0	0
501060	Moving Expenses	71,030	70,000	23,322	40,000
501070	Pension - Civilian	14,112,995	17,398,559	15,434,638	18,526,024
501120	Termination Pay - Civilian	644,979	650,000	879,435	960,000
502010	FICA - Civilian	4,864,582	5,545,986	4,806,834	5,488,457
503010	Health Ins-Act Civilian	10,518,727	12,305,361	11,049,886	11,172,699
503015	Basic Life Insurance - Active Civilian	34,841	40,090	35,912	39,493
503050	Health/Life Insurance - Retiree Civilian	7,432,125	1,698,683	1,614,308	1,360,000
503060	Long Term Disability-Civilian	104,793	118,791	103,101	109,085
503090	Workers Compensation-Civilian-Admin	106,852	368,012	332,796	383,430
503100	Workers Compensation-Civilian-Claim	827,787	725,000	802,344	717,000
504010	Pension - GASB 27 Pension Accrual	3,179,268	0	0	0
504020	Compensation Contingency	0	2,836,813	1,241,580	945,509
504030	Unemployment Claims - Administration	12,786	49,175	38,712	48,265
<b>Total</b>	<b>Personnel Services</b>	<b>108,520,368</b>	<b>114,927,378</b>	<b>102,367,307</b>	<b>112,161,926</b>
511010	Chemical Gases & Special Fluids	233,795	269,503	233,241	301,353
511015	Cleaning & Sanitary Supplies	1,404,794	1,241,755	1,323,433	1,461,435
511020	Construction Materials	1,331,597	1,514,070	1,483,900	1,526,191
511025	Electrical Hardware & Parts	1,093,154	1,258,208	1,123,019	1,318,632
511030	Mechanical Hardware & Parts	173,490	247,900	197,175	254,987
511035	Meters Hydrants & Plumbing Supplies	236,137	249,358	214,345	269,787
511040	Audiovisual Supplies	218,570	230,370	216,790	210,050
511045	Computer Supplies	161,290	143,747	136,108	149,931
511050	Paper & Printing Supplies	53,835	255,322	212,053	285,461
511055	Publications & Printed Materials	88,287	129,236	101,923	128,889
511060	Postage	9,695	14,400	14,697	11,400
511070	Miscellaneous Office Supplies	251,183	263,544	241,590	252,533
511080	General Laboratory Supplies	0	0	1,645	0
511085	Drugs & Medical Chemicals	787	0	33	0
511090	Medical & Surgical Supplies	136,366	74,542	110,340	79,820
511095	Small Technical & Scientific Equipment	5,221	20,139	15,939	32,867
511110	Fuel	1,378,874	1,476,550	1,335,281	1,511,287
511115	Vehicle Repair & Maintenance Supplies	77,792	75,700	72,005	116,300
511120	Clothing	432,788	477,615	380,924	607,291
511125	Food Supplies	207,106	294,016	249,408	446,571
511130	Weapons Munitions & Supplies	1,423	12,900	9,843	12,650
511135	Recreational Supplies	7,600	0	0	0
511140	Landscaping & Gardening Supplies	171,737	61,700	61,119	32,600
511145	Small Tools & Minor Equipment	213,780	236,150	217,203	215,220
511150	Miscellaneous Parts & Supplies	643,601	612,122	612,660	601,201

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511155	Inventory Sales	278,444	250,000	250,000	125,000
511160	Protective Gear	9,084	15,000	14,619	17,100
511165	Fire Fighting Equipment	1,985	19,200	31,158	12,000
<b>Total</b>	<b>Supplies</b>	<b>8,822,415</b>	<b>9,443,047</b>	<b>8,860,451</b>	<b>9,980,556</b>
520100	Temporary Personnel Services	1,133,275	660,047	910,826	723,072
520101	Janitorial Services	142,049	124,627	116,886	200,866
520102	Security Services	0	4,100,124	2,598,277	3,463,860
520105	Accounting & Auditing Services	9,330	100,900	50,900	100,900
520106	Architectural Services	23,556	0	0	0
520107	Computer Info/Contr	1,990,500	2,693,150	3,022,236	2,845,800
520108	Information Resource Services	40,518	78,757	39,051	101,959
520109	Medical Dental & Laboratory Services	39,082	53,504	44,789	51,404
520110	Management Consulting Services	8,444,321	12,310,170	8,468,915	7,960,145
520111	Real Estate Services	60,045	78,500	80,750	85,000
520112	Banking Services	4,916	6,120	3,001	12,000
520113	Photographic Services	9,139	25,550	12,926	10,000
520114	Miscellaneous Support Services	805,641	1,505,583	1,253,559	1,218,829
520115	Real Estate Lease/Office Rental	23,969	22,800	22,584	22,800
520116	Parking Services Contract	17,417,669	20,547,780	18,653,570	21,126,665
520118	Refuse Disposal	858,837	1,039,851	897,558	1,097,432
520119	Computer Eq/SW Mnt	784,358	1,553,348	1,378,574	1,094,964
520120	Communications Equipment Services	2,453,331	3,340,364	2,395,417	2,653,559
520121	IT Application Svcs	518,251	541,516	636,027	572,439
520122	Office Equipment Services	5,829	10,550	11,191	11,200
520123	Vehicle & Motor Equipment Services	4,296	14,300	11,366	5,800
520124	Other Equipment Services	327,865	372,700	377,069	397,469
520126	Construction Site Work Services	765,742	0	491,069	175,000
520127	Structural Construction Work Services	26,924	0	0	0
520128	Other Construction Work Services	0	0	0	150,000
520141	Engineering Services	257,913	30,000	78,741	0
520143	Credit/Bank Card Services	2,048,019	2,119,358	2,197,379	2,279,796
520145	Criminal Intelligence Services	342,620	385,722	414,709	358,200
520151	Parking EZ Tag Fees	0	2,000	3,611	6,420
520155	Construction Management - External Contr	10	0	0	0
520158	Computer Equipment Maintenance Services	0	0	381	500
520510	Mail/Delivery Services	6,039	11,360	10,737	8,100
520515	Print Shop Services	49,561	32,646	31,652	31,400
520520	Printing & Reproduction Services	16,598	56,399	33,663	40,626
520605	Advertising Services	1,622,519	3,898,800	3,507,555	3,140,970
520705	Insurance Fees	4,020,122	4,638,974	3,712,655	3,922,114
520765	Membership & Professional Fees	451,166	431,662	466,400	417,265
520770	Insurance Administration Fees	60	0	0	0
520805	Education & Training	835,031	1,502,349	1,241,853	1,383,123
520905	Travel - Training Related	362,385	700,950	514,296	838,822
520910	Travel - Non-Training Related	305,112	720,903	697,249	653,334
521305	Indirect Cost Recovery Payment	2,651,941	2,838,374	2,838,374	3,258,744
521405	Building Maintenance Services	26,146,362	28,005,092	25,942,319	29,745,317
521410	Sewer Services	1,481,423	1,970,883	1,521,514	1,148,519

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
521415	Land and Grounds Maintenance	755,823	804,000	921,527	2,223,373
521435	Water Services	1,474,332	1,912,490	1,610,610	1,321,566
521505	Electricity	13,704,861	14,423,114	13,706,205	13,185,668
521510	Natural Gas	1,954,768	2,642,545	1,360,475	2,127,937
521515	Electricity Fran Fee Exp	432,645	385,020	356,046	350,792
521605	Data Services	314,029	86,916	225,086	375,437
521610	Voice Services	392,379	558,547	357,905	501,788
521620	Voice Equipment	15,866	19,818	16,451	15,700
521625	Voice Labor	0	9,278	4,862	14,301
521630	GIS Revolving Fund Services	184,144	182,578	181,218	133,837
521635	Voice Services -Wireless	437,122	451,199	435,418	472,920
521705	Vehicle/Equipment Rental/Lease	20,729	16,800	25,220	72,300
521715	Office Equipment Rental	270,577	314,973	286,612	324,990
521725	Other Rental	53,167	82,890	76,601	72,780
521730	Parking Space Rental	6,159	9,020	15,443	7,600
521905	Legal Services	1,303,833	1,316,000	1,531,775	1,672,000
522205	Metro Commuter Passes	5,662	6,492	7,739	6,500
522305	Freight Charges	410	0	0	0
522405	Management Savings	2,520	0	0	0
522430	Misc Othr Svcs & Chrg	2,404,235	4,481,782	3,592,618	4,822,514
522435	Interest Charges Past Due Accounts	318	0	0	0
522620	Claims & Judgments	202,579	109,000	123,675	100,000
522720	Interfund Payroll Services	314,724	351,164	345,704	340,553
522721	Interfund HR Client Services	977,750	1,145,330	1,131,387	1,146,584
522722	KRONOS Service Chargeback	56,320	60,462	60,858	73,630
522723	Drainage Fee Service Chargeback	4,581,800	4,581,798	4,581,811	4,782,000
522740	Interfund Police Service	22,515,261	24,686,257	25,763,241	26,039,447
522755	Interfund Fire Protection Service	16,581,924	18,082,690	18,141,856	18,868,033
522790	Interfund Inventory Adjustments	0	500	531	500
522795	Other Interfund Services	226,430	229,056	207,471	190,000
522800	Cost of Goods Sold	0	1,500	750	1,500
522805	Interfund Network Services	0	1,200	400	1,200
522840	Houston Permitting Center Rent Chargeback	5,630	6,756	14,114	15,382
522845	Interfund Vehicle Services	3,227,030	3,750,273	3,763,167	3,997,345
522910	Indirect Cost - Expenses	7	0	0	0
531160	Issuance Expense Cost-Commercial Paper	1,047,930	566,000	596,911	604,765
<b>Total</b>	<b>Other Services and Charges</b>	<b>149,957,288</b>	<b>177,801,161</b>	<b>164,133,316</b>	<b>175,177,355</b>
551010	Non-Cap Office Furniture & Equipment	272,274	752,820	368,020	351,293
551015	Non-Capital Computer Equipment	925,130	1,275,774	1,152,180	1,270,935
551020	Non-Capital Communication Equipment	82,727	112,800	87,916	150,544
551030	Non-Capital Machinery & Equipment	52,350	90,700	67,499	90,662
551040	Non-Capital Other	3,337	121,400	403,263	87,300
551045	Non-Capital Vehicles/Rolling Stock	2,599	1,300	0	474,105
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>1,338,417</b>	<b>2,354,794</b>	<b>2,078,878</b>	<b>2,424,839</b>
531085	Other Interest	106,500	106,500	106,500	106,500
531090	Arbitrage Rebate Payments	29	0	0	0
532080	System Debt Service Transfers	97,976,422	109,931,100	110,777,953	135,345,732

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
532085	Renewal & Replacement Transfer	0	0	2,550,000	0
532110	System Improvement Transfers	92,747,055	68,069,746	90,732,238	64,529,741
532115	System Operating Reserve	3,235,847	2,000,000	3,027,083	2,000,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>194,065,853</b>	<b>180,107,346</b>	<b>207,193,774</b>	<b>201,981,973</b>
<b>Grand Total Expenditures</b>		<b>462,704,341</b>	<b>484,633,726</b>	<b>484,633,726</b>	<b>501,726,649</b>

## 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 George 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).

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	19,275,865	19,275,865	21,372,927
Total Available Resources	19,275,865	19,275,865	21,372,927
Maintenance and Operations	19,275,865	19,275,865	21,372,927
Total Expenditures	19,275,865	19,275,865	21,372,927
Planned Ending Fund Balance	0	0	0
Total Budget	<u>19,275,865</u>	<u>19,275,865</u>	<u>21,372,927</u>





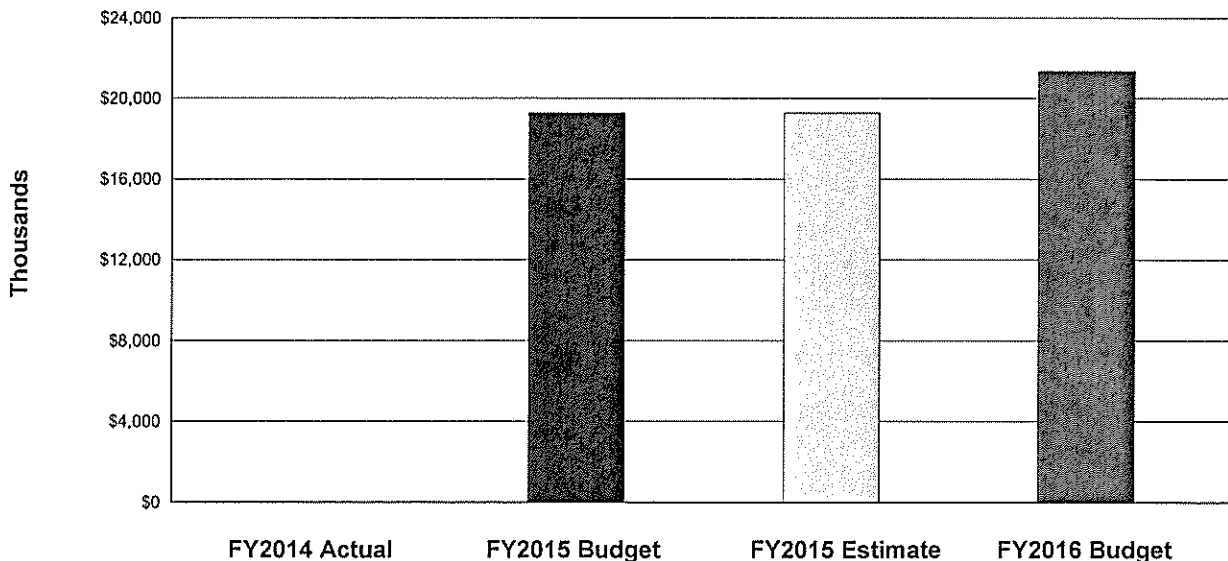
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Equipment	0	19,275,865	19,275,865	21,372,927
	Total M & O Expenditures	0	19,275,865	19,275,865	21,372,927
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	0	19,275,865	19,275,865	21,372,927
Revenues		0	19,275,865	19,275,865	21,372,927
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	<p>o The FY2016 Budget includes approximately \$9,300,000 of FY2015 expenditures for vehicles that will not be received before June 30, 2015.</p> <p>o The largest contributors to the FY2016 Budget are: vehicles related to safety and security at the Houston Airport System (HAS), an \$850,000 mobile emergency vehicle, vehicles to support Houston Police Department (HPD) for \$1,500,000, and vehicles to support Aircraft Rescue and Fire Fighting (ARFF) for \$6,000,000.</p> <p>o Additional items included in the FY2016 Budget are as follows: \$100,000 budgeted for children play areas designated for Terminal A at George Bush Intercontinental Airport (IAH), addition of automated passport control (APC) kiosks in the amount of \$600,000, and a budget of \$500,000 for the implementation of an automated vehicle identification (AVI) system at IAH.</p>				

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



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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
2800010001	Director's Office			
490050	Transfer from Aviation Fund	19,275,865	19,275,865	21,372,927
<b>Total Houston Airport System</b>		<u><u>19,275,865</u></u>	<u><u>19,275,865</u></u>	<u><u>21,372,927</u></u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
560120	Capital Exp-Building & Bldg Improvement	0	0	0	61,024
560140	Improvements other than Buildings	0	1,639,688	1,639,688	1,295,000
560210	Furniture Fixtures and Equipment	0	125,000	125,000	810,000
560220	Vehicles	0	11,617,073	11,995,073	15,759,049
560230	Computer HW and Developed SW	0	5,564,104	5,186,104	2,967,854
560240	Communication Equipment	0	330,000	330,000	480,000
<b>Total</b>	<b>Equipment</b>	<u>0</u>	<u>19,275,865</u>	<u>19,275,865</u>	<u>21,372,927</u>
<b>Grand Total Expenditures</b>		<u><u>0</u></u>	<u><u>19,275,865</u></u>	<u><u>19,275,865</u></u>	<u><u>21,372,927</u></u>

## CONVENTION AND ENTERTAINMENT FACILITIES

### Description and Mission

Effective July 1, 2011, the Convention & Entertainment Facilities Department (CEFD) 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.

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	2,329,289	2,329,289	3,804,489
Current Revenues	101,865,681	104,159,676	106,147,484
Total Available Resources	<u>104,194,970</u>	<u>106,488,965</u>	<u>109,951,973</u>
Maintenance and Operations	367,046	335,846	316,087
Debt Services	100,937,430	100,968,630	104,050,402
Other Interfund Transfers	1,380,000	1,380,000	1,380,000
Total Expenditures	<u>102,684,476</u>	<u>102,684,476</u>	<u>105,746,489</u>
Planned Ending Fund Balance	<u>1,510,494</u>	<u>3,804,489</u>	<u>4,205,484</u>
Total Budget	<u><u>104,194,970</u></u>	<u><u>106,488,965</u></u>	<u><u>109,951,973</u></u>



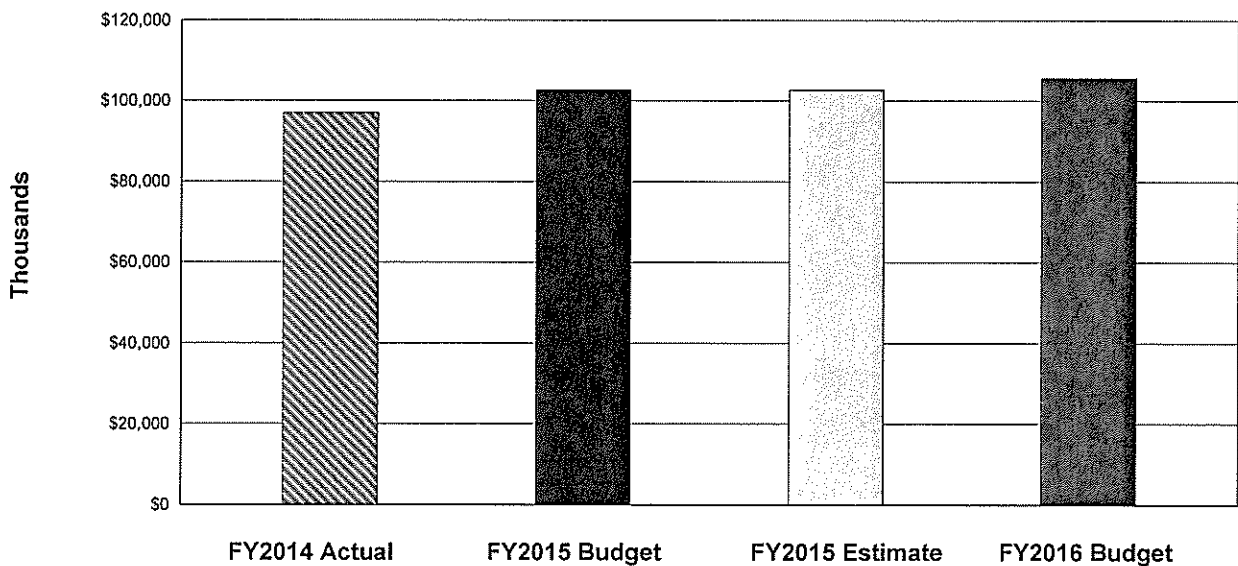
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	602,891	204,046	211,346	190,587
	Other Services and Charges	595,944	163,000	124,500	125,500
	Total M & O Expenditures	1,198,835	367,046	335,846	316,087
	Debt Service & Other Uses	95,808,967	102,317,430	102,348,630	105,430,402
	Total Expenditure	97,007,802	102,684,476	102,684,476	105,746,489
<b>Revenues</b>		109,933,292	101,865,681	104,159,676	106,147,484
<b>Staffing</b>	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
<b>Significant Budget Changes and Highlights</b>	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**





**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>George R Brown Convention Center</b> 420001 A multi-pupose facility that hosts national conventions, trade shows, consumer shows, corporate meetings and religious meetings.	0.0	26,114,473	0.0	24,045,481	0.0	25,216,567
<b>Theater District Facilities</b> 420002 The Theater District is home of the Houston Symphony, Society for the Performing Arts, Houston Grand Opera, Stages Repertory Theater (sold in FY2015), 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	123,533	0.0	58,334	0.0	105,507
<b>Administration Costs</b> 420005 Provides policies, programs and direction to all personnel associated with sales, marketing and maintenance facilities.	0.0	70,769,796	0.0	78,580,661	0.0	80,424,415
<b>Total</b>	<b>0.0</b>	<b>97,007,802</b>	<b>0.0</b>	<b>102,684,476</b>	<b>0.0</b>	<b>105,746,489</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>4200010001</b>	<b>C&amp;E - AdminGRBConvCntr</b>			
432010	Interest on Pooled Investments	240,000	290,000	300,000
<b>4200020003</b>	<b>Houston Center For The Arts</b>			
434240	Sale of Capital Assets-Land/Streets	0	1,236,995	0
<b>4200020008</b>	<b>Theater District Parking</b>			
447020	Garage Parking Revenue	8,559,347	9,107,347	10,149,093
447030	Surface Parking Revenue	344,751	344,751	276,808
<b>4200050001</b>	<b>General Administration</b>			
426420	Building Space Rental Fees	1,380,000	1,380,000	1,380,000
449110	Hotel Occupancy Tax	89,750,000	90,509,000	92,500,000
449510	Delinquent Hotel Occupancy Tax	1,300,000	1,000,000	1,250,000
452030	Miscellaneous Revenue	291,583	291,583	291,583
<b>Total</b>	<b>Convention &amp; Entertainment</b>	<b>101,865,681</b>	<b>104,159,676</b>	<b>106,147,484</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
501120	Termination Pay - Civilian	194,929	69,900	77,200	59,438
503050	Health/Life Insurance - Retiree Civilian	327,961	134,146	134,146	131,149
504010	Pension - GASB 27 Pension Accrual	80,001	0	0	0
<b>Total</b>	<b>Personnel Services</b>	<b>602,891</b>	<b>204,046</b>	<b>211,346</b>	<b>190,587</b>
520110	Management Consulting Services	86,523	72,500	72,500	72,500
520112	Banking Services	323,029	50,000	19,000	20,000
520715	Arbitrage Expenses	57,992	8,000	8,000	8,000
522430	Misc Othr Svcs & Chrg	6,678	25,000	25,000	25,000
531160	Issuance Expense Cost-Commercial Paper	121,722	7,500	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>595,944</b>	<b>163,000</b>	<b>124,500</b>	<b>125,500</b>
531085	Other Interest	332,734	1,060,000	944,332	234,585
531140	Transfers for Principal	17,719,167	16,031,427	16,031,427	13,420,251
531145	Transfers for Interest	4,386,279	6,920,844	6,877,540	11,407,227
531165	Revenue Bonds Principle Retirement	0	0	0	65,000
532005	Transfers to General Fund	1,380,000	1,380,000	1,380,000	1,380,000
532040	Transfers to Component Unit	71,990,787	76,925,159	77,115,331	78,923,339
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>95,808,967</b>	<b>102,317,430</b>	<b>102,348,630</b>	<b>105,430,402</b>
<b>Grand Total Expenditures</b>		<b>97,007,802</b>	<b>102,684,476</b>	<b>102,684,476</b>	<b>105,746,489</b>



## 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.

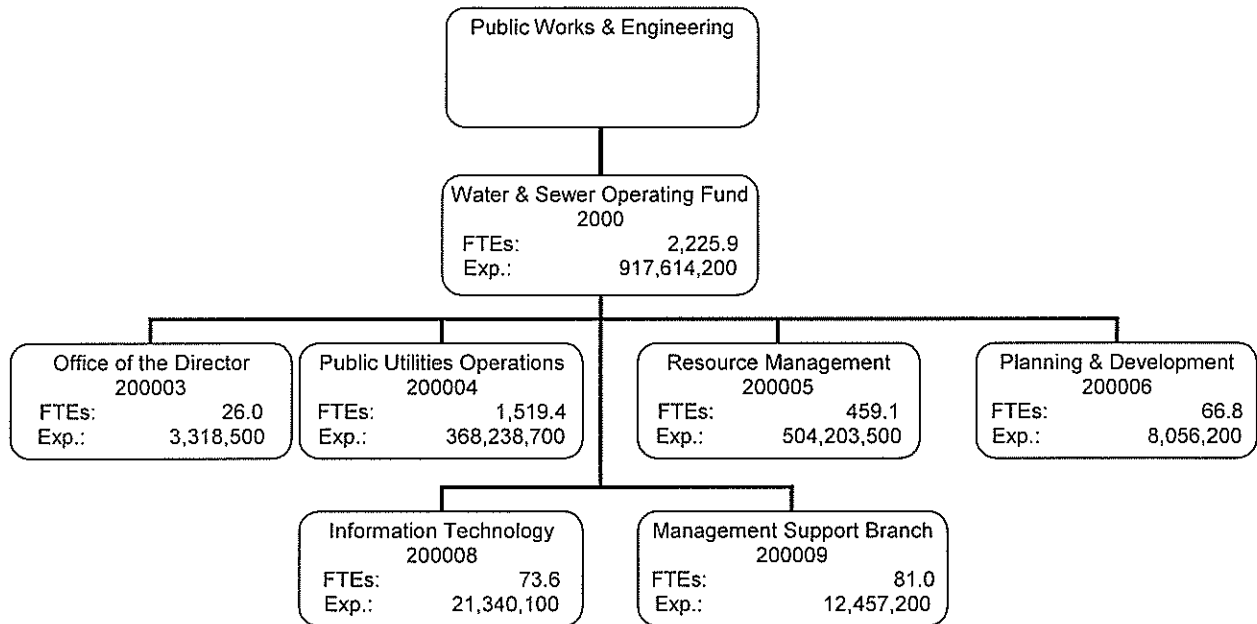
#### Department Short Term Goals:

- Monitor City's use of groundwater to maintain compliance with mandates of Harris-Galveston Coastal Subsidence District.
- Maintain compliance with Texas Commission on Environmental Quality (TCEQ) and Environmental Protection Agency (EPA) clean and safe drinking 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.
- Migrate, the Customer Information System (CIS) billing system from the consolidated mainframe system to a distributed server environment.
- Develop a mobile work order system and service applications to track service requests and analyze work orders to enhance utility customer service.

#### 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.
- Expand the implementation and support of WiMax (wireless) initiatives across more PWE divisions.

## COMBINED UTILITY SYSTEM Department Organization



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	37,354,625	37,354,625	200,763,282
Provision for Bad Debt	0	0	0
Current Revenues	1,003,252,800	978,359,500	1,072,588,400
Total Available Resources	1,040,607,425	1,015,714,125	1,273,351,682
Maintenance and Operations	448,255,500	430,285,803	500,956,100
Debt Services	11,955,700	7,455,700	0
Operating Transfers	390,116,900	377,209,340	416,658,100
Total Expenditures	850,328,100	814,950,843	917,614,200
Planned Ending Fund Balance	190,279,325	200,763,282	355,737,482
Total Budget	1,040,607,425	1,015,714,125	1,273,351,682

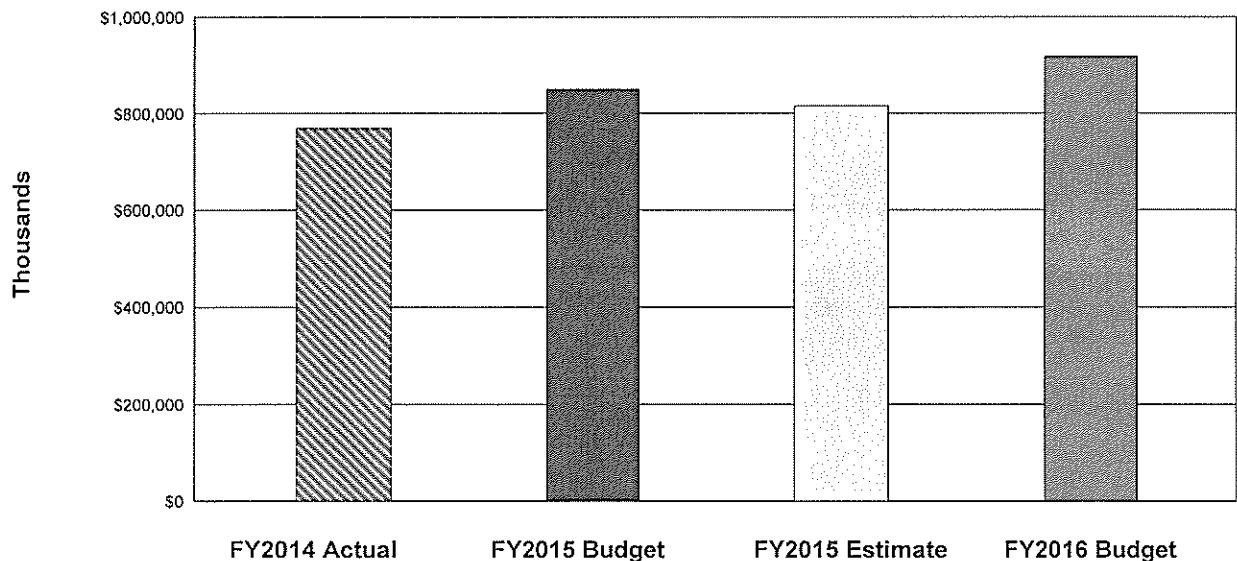
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	157,462,864	175,205,554	166,137,520	179,831,100
	Supplies	40,209,251	45,037,840	42,111,704	44,869,000
	Other Services and Charges	203,538,573	223,635,806	218,362,368	271,554,900
	Equipment	0	0	0	1,068,300
	Non-Capital Equipment	2,562,463	4,376,300	3,674,211	3,632,800
	Total M & O Expenditures	403,773,151	448,255,500	430,285,803	500,956,100
	Debt Service & Other Uses	365,801,321	402,072,600	384,665,040	416,658,100
	Total Expenditure	769,574,472	850,328,100	814,950,843	917,614,200
Revenues		972,474,553	1,003,252,800	978,359,500	1,072,588,400
Staffing	Full-Time Equivalents - Civilian	2,046.9	2,259.3	2,082.9	2,225.9
	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	2,046.9	2,259.3	2,082.9	2,225.9
	Full-Time Equivalents - Overtime	165.6	128.6	141.3	103.1
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Indirect Cost Recovery increase of \$1.4 million from FY2015 budget.</li> <li>o Includes \$38 million for additional wastewater maintenance and assessment activities such as enhanced sewer cleaning, restaurant inspections, system inspections and investigations, Sanitary Sewer Overflow (SSO) response, and public outreach and education.</li> <li>o Allocation of \$3.2 million to support new information technology capabilities.</li> <li>o Increase in Temporary Personnel Services of \$1.3 million for faster response time to address water and sewer repairs, as well as, hardware/software configuration support for the Infor Enterprise System.</li> <li>o Additional budget allocation of \$6.3 million for new contracts and other services needed for continued operational and preventive maintenance efforts.</li> <li>o Revenue increase includes a water and sewer rate adjustment of 4.4%.</li> </ul>				

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





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**FISCAL YEAR 2016 BUDGET**

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Business Area Performance Measures					
<b>Fund Name : Water and Sewer Operating Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus. Area No. : 8300 / 2000</b>					
Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Accept and Process Complete Water District Consent Applications within 30 Days of Receipt	I	N/A	90%	90%	90%
Accident Frequency per 75,000 Miles Driven	F,I	<1	<1	<1	<1
Billing Accuracy Rate	F	99%	99%	99%	99%
Compliance with Safe Drinking Water Act	I	100%	100%	100%	100%
Number of Customer Calls Received	Q	631,658	615,000	585,000	615,000
Percentage of TCEQ/EPA Required Tests Performed	P,Q	100%	100%	100%	100%
Respond to Customer Out of Water Needs within 1 Day	Q	90%	90%	90%	90%
Respond to Sewer in Residence/Business within 1 Day	Q	90%	90%	95%	95%
Respond to Water Quality/Taste/Color/Odor within 2 Business Days	P,Q,I	93%	98%	93%	95%
Systems Availability - WiMax Networks	I	99.5%	99.9%	99.5%	99.5%
Treatment Plant Permit Compliance Rate	I	99.8%	100.0%	99.5%	99.5%
Utility Customer Calls answered within 5 minutes	F,I,J,P,Q	91.7%	90.0%	90.0%	90.0%
Wastewater Capacity Reserve Letters Sent within 12 Days	I	98%	98%	98%	98%
Wastewater Collected and Treated (millions of gallons per year)	I	82,298	87,235	81,030	81,030
Wastewater Repairs Completed within 14 Days (Excluding Restoration)	I	N/A	90%	90%	90%
Wastewater-Pipe Cleaning Completed (millions of linear feet)	I	3.5	2.0	3.5	2.0
Wastewater-Pipe Renewal Completed (linear feet)	I	722,000	600,000	600,000	600,000
Water Gallons Delivered (millions of gallons per year)	I	166,189	170,820	165,517	172,203
Water Repairs Completed	I	11,935	13,000	11,655	13,700
Workers' Compensation Incident Frequency Per 2,000 Productive Days Worked	F,I	<1	<1	<1	<1
Expenditures Budget vs Actual Utilization	F	91%	98%	96%	98%
Revenues Budget vs Actual Utilization	F	97%	100%	98%	100%

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Accept and Process Complete Water District Consent Applications within 30 Days of Receipt	I	N/A	90%	90%	90%
Accident Frequency per 75,000 Miles Driven	F,I	<1	<1	<1	<1
Billing Accuracy Rate	F	99%	99%	99%	99%
Compliance with Safe Drinking Water Act	I	100%	100%	100%	100%
Number of Customer Calls Received	Q	631,658	615,000	585,000	615,000
Percentage of TCEQ/EPA Required Tests Performed	P,Q	100%	100%	100%	100%
Respond to Customer Out of Water Needs within 1 Day	Q	90%	90%	90%	90%
Respond to Sewer in Residence/Business within 1 Day	Q	90%	90%	95%	95%
Respond to Water Quality/Taste/Color/Odor within 2 Business Days	P,Q,I	93%	98%	93%	95%
Systems Availability - WiMax Networks	I	99.5%	99.9%	99.5%	99.5%
Treatment Plant Permit Compliance Rate	I	99.8%	100.0%	99.5%	99.5%
Utility Customer Calls answered within 5 minutes	F,I,J,P,Q	91.7%	90.0%	90.0%	90.0%
Wastewater Capacity Reserve Letters Sent within 12 Days	I	98%	98%	98%	98%
Wastewater Collected and Treated (millions of gallons per year)	I	82,298	87,235	81,030	81,030
Wastewater Repairs Completed within 14 Days (Excluding Restoration)	I	N/A	90%	90%	90%
Wastewater-Pipe Cleaning Completed (millions of linear feet)	I	3.5	2.0	3.5	2.0
Wastewater-Pipe Renewal Completed (linear feet)	I	722,000	600,000	600,000	600,000
Water Gallons Delivered (millions of gallons per year)	I	166,189	170,820	165,517	172,203
Water Repairs Completed	I	11,935	13,000	11,655	13,700
Workers' Compensation Incident Frequency Per 2,000 Productive Days Worked	F,I	<1	<1	<1	<1
Expenditures Budget vs Actual Utilization	F	91%	98%	96%	98%
Revenues Budget vs Actual Utilization	F	97%	100%	98%	100%

Mayor's Five Priorities:	Jobs and Sustainable Development (J) Fiscal Responsibility (F)	Public Safety (P) Quality of Life (Q)	Infrastructure (I)
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**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Water and Sewer Operating Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 8300 / 2000</b>						
<b>Division Description</b>	<b>FY2014 Actual FTEs      Costs \$</b>	<b>FY2015 Estimate FTEs      Costs \$</b>	<b>FY2016 Budget FTEs      Costs \$</b>			
<b>Office of the Director 200003</b> Provides leadership and oversight in the operation of the PWE Department. Provides information to the media, responds to citizen inquiries and open record requests. Manages the utilization of small and minority businesses.	17.2      2,031,165	20.6      2,603,032	26.0      3,318,500			
<b>Public Utilities Division 200004</b> Produces and supplies potable drinking water throughout Harris County and portions of surrounding counties. Treats domestic and industrial wastewater, meets all regulatory mandates and requirements, and plans future water supply for the region.	1,448.0      293,404,184	1,457.8      309,064,488	1,519.4      368,238,700			
<b>Resource Management Division 200005</b> Manages, monitors and controls the department's financial and accounting activities; reads and maintains customers' water/sewer meters; produces water/sewer and drainage bills; receives and processes invoice payments; processes and coordinates procurement and contract-related activities as well as warehouses and distributes general inventory items for the department.	394.3      443,405,375	399.5      468,497,621	459.1      504,203,500			
<b>Planning &amp; Development Services Division 200006</b> Responsible for infrastructure planning to meet the City's short and long term needs for water and wastewater systems. Provides protection of the sanitary sewer collection system and wastewater treatment plants through issuance of wastewater capacity reservations. Reviews requests for new water districts and long range planning for water/sewer projects. Manages the Brownsfield Redevelopment Program.	53.9      5,553,389	61.9      6,692,590	66.8      8,056,200			
<b>Information Technology 200008</b> Implements, installs, configures, supports, and maintains PWE computer hardware, software, telecommunication, Supervisory Control and Data Acquisition (SCADA), WiMAX network, and security systems that enable the development, modification and maintenance of core application programs for mission critical systems. Provides data management, business continuity and disaster recovery services.	67.4      14,154,179	69.1      16,176,002	73.6      21,340,100			

**FISCAL YEAR 2016 BUDGET**

Division Summary							
<b>Fund Name : Water and Sewer Operating Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 8300 / 2000</b>							
Division Description		FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Management Support Branch 200009</b>							
Provides support in the areas of Safety, Security, Workers' Compensation, Records Management, Performance Development and Internal Review. Renders building maintenance and administrative support to the Learning & Development Center (LDC) and the 611 Walker building.		66.1	11,026,180	74.0	11,917,110	81.0	12,457,200
<b>Total</b>		<b>2,046.9</b>	<b>769,574,472</b>	<b>2,082.9</b>	<b>814,950,843</b>	<b>2,225.9</b>	<b>917,614,200</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNT CLERK	10	1.0	1.0	0.0
ACCOUNTANT	17	4.0	1.0	(3.0)
ACCOUNTANT ASSOCIATE	14	7.5	7.5	0.0
ACCOUNTANT MANAGER	27	1.0	1.0	0.0
ACCOUNTANT SUPERVISOR	24	2.0	2.0	0.0
ADMINISTRATION MANAGER	26	13.0	11.0	(2.0)
ADMINISTRATIVE AIDE	10	3.0	2.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	43.0	41.0	(2.0)
ADMINISTRATIVE ASSOCIATE	13	30.0	25.0	(5.0)
ADMINISTRATIVE COORDINATOR	24	19.0	22.0	3.0
ADMINISTRATIVE SPECIALIST	20	22.0	22.0	0.0
ADMINISTRATIVE SUPERVISOR	22	5.0	6.0	1.0
ASSISTANT BUYER	12	1.0	1.0	0.0
ASSISTANT CHIEF INSPECTOR	25	2.0	2.0	0.0
ASSISTANT CITY ATTORNEY I	24	1.0	0.0	(1.0)
ASSISTANT CUSTOMER SERVICE MANAGER	26	5.0	5.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	10.0	10.0	0.0
ASSISTANT DIRECTOR-PUBLIC WORKS (EXEC)	34	5.0	5.0	0.0
ASSISTANT INDUSTRIAL MECHANIC	11	2.0	2.0	0.0
ASSISTANT OPERATIONS MANAGER	22	1.0	1.0	0.0
ASSISTANT PROJECT MANAGER	20	1.0	4.0	3.0
ASSISTANT PUBLIC WORKS MAINTENANCE MANAGER	26	14.0	14.0	0.0
ASSISTANT PUBLIC WORKS OPERATIONS MANAGER	26	10.0	8.0	(2.0)
ASSISTANT SUPERINTENDENT	20	3.0	3.0	0.0
AUDITOR SUPERVISOR	25	1.0	1.0	0.0
BUILDING MAINTENANCE SUPERVISOR	13	1.0	1.0	0.0
BUYER	16	8.0	6.0	(2.0)
CAR ATTENDANT LEADER	10	2.0	2.0	0.0
CAR ATTENDANT SUPERVISOR	13	1.0	1.0	0.0
CARPENTER	14	1.0	1.0	0.0
CHEMIST I	14	1.0	0.0	(1.0)
CHEMIST II	17	12.0	13.0	1.0
CHEMIST III	21	12.0	12.0	0.0
CHEMIST IV	23	4.0	5.0	1.0
CHIEF INSPECTOR	27	1.0	0.0	(1.0)
COLLECTIONS SUPERVISOR	18	1.0	1.0	0.0
COMMUNICATIONS SPECIALIST SUPERVISOR	23	0.0	1.0	1.0
COMMUNITY INVOLVEMENT COORDINATOR	22	1.0	0.0	(1.0)
COMPUTER OPERATOR	10	4.0	2.0	(2.0)
CONTRACT ADMINISTRATOR	22	5.0	5.0	0.0
CONTRACT COMPLIANCE OFFICER	15	2.0	2.0	0.0
CONTRACT COMPLIANCE SUPERVISOR	22	1.0	1.0	0.0
CUSTOMER SERVICE CASHIER	12	3.0	3.0	0.0
CUSTOMER SERVICE CLERK	10	1.0	1.0	0.0
CUSTOMER SERVICE MANAGER	29	3.0	3.0	0.0
CUSTOMER SERVICE REP. I	13	55.4	56.6	1.2
CUSTOMER SERVICE REP. II	15	37.0	32.0	(5.0)
CUSTOMER SERVICE REP. III	16	40.0	40.0	0.0
CUSTOMER SERVICE SECTION CHIEF	22	12.0	12.0	0.0
CUSTOMER SERVICE SUPERVISOR	18	14.0	14.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	9.0	9.0	0.0
DEPUTY DIRECTOR-PUBLIC WORKS	36	2.0	2.0	0.0
DIVISION MANAGER	29	16.0	19.0	3.0
DIVISION MANAGER (EXEC)	29	0.0	1.0	1.0
ELECTRICAL ESTIMATOR	23	1.0	1.0	0.0
ELECTRICAL SUPERINTENDENT	26	3.0	2.0	(1.0)

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ELECTRICAL SUPERVISOR	24	0.0	3.0	3.0
ELECTRICIAN	18	9.0	9.0	0.0
ENGINEER	26	27.0	21.0	(6.0)
ENVIRONMENTAL INVESTIGATOR I	14	1.0	2.0	1.0
ENVIRONMENTAL INVESTIGATOR II	16	4.0	4.0	0.0
ENVIRONMENTAL INVESTIGATOR III	20	7.0	7.0	0.0
ENVIRONMENTAL INVESTIGATOR IV	23	6.0	6.0	0.0
ENVIRONMENTAL INVESTIGATOR V	28	6.0	6.0	0.0
EXECUTIVE OFFICE ASSISTANT	15	4.0	4.0	0.0
EXECUTIVE STAFF ANALYST (EXEC)	30	2.0	2.0	0.0
FACILITIES TECHNICIAN I	9	18.0	18.0	0.0
FIELD SUPERVISOR	17	79.0	92.0	13.0
FINANCIAL ANALYST I	15	1.0	1.0	0.0
FINANCIAL ANALYST II	18	9.0	8.0	(1.0)
FINANCIAL ANALYST III	21	9.0	11.0	2.0
FINANCIAL ANALYST IV	25	8.0	8.0	0.0
FIXED ASSET SPECIALIST	13	1.0	1.0	0.0
GENERAL SUPERINTENDENT	21	2.0	1.0	(1.0)
GIS ANALYST	20	7.0	8.0	1.0
GIS MANAGER	29	1.0	1.0	0.0
GIS SUPERVISOR	26	2.0	3.0	1.0
GRADUATE ENGINEER	22	36.0	46.0	10.0
GRAPHIC DESIGNER	17	1.0	2.0	1.0
HUMAN RESOURCES ASSISTANT	13	3.0	3.0	0.0
HUMAN RESOURCES MANAGER	27	1.0	1.0	0.0
HUMAN RESOURCES SUPERVISOR	24	1.0	1.0	0.0
INDUSTRIAL MECHANIC	17	4.0	4.0	0.0
INFORMATION SYSTEMS ADMIN. (EXEC)	30	1.0	1.0	0.0
INFORMATION SYSTEMS ADMINISTRATOR	30	2.0	2.0	0.0
INSPECTOR	18	69.0	85.0	16.0
INSPECTOR TRAINEE	12	2.0	5.0	3.0
INVENTORY MANAGEMENT CLERK	9	10.0	7.0	(3.0)
INVENTORY MANAGEMENT SUPERVISOR	17	9.0	8.0	(1.0)
IRM MANAGER	29	6.0	6.0	0.0
IT PROJECT MANAGER	28	4.0	4.0	0.0
LABORATORY MANAGER	28	2.0	3.0	1.0
LABORATORY SUPERVISOR	24	3.0	3.0	0.0
LABORER	4	1.0	1.0	0.0
LAN SPECIALIST	26	3.0	3.0	0.0
MAINTENANCE MECHANIC II	12	4.0	3.0	(1.0)
MAINTENANCE MECHANIC III	14	4.0	4.0	0.0
MAINTENANCE SUPERVISOR	16	3.0	3.0	0.0
MANAGEMENT ANALYST I	15	3.0	2.0	(1.0)
MANAGEMENT ANALYST II	18	11.0	9.0	(2.0)
MANAGEMENT ANALYST III	21	10.0	8.0	(2.0)
MANAGEMENT ANALYST IV	25	8.0	9.0	1.0
MANAGING ENGINEER	31	16.0	15.0	(1.0)
MECHANIC III	19	1.0	1.0	0.0
MESSANGER	6	2.0	2.0	0.0
METER READER	7	1.0	1.0	0.0
MICROBIOLOGIST I	14	1.0	1.0	0.0
MICROBIOLOGIST III	21	1.0	1.0	0.0
OFFICE SERVICE MANAGER	23	1.0	1.0	0.0
OFFICE SUPERVISOR	17	3.0	2.0	(1.0)
OPERATIONS SUPERVISOR	18	1.0	1.0	0.0
PAINTER	11	1.0	1.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
PBX ATTENDANT	8	1.0	1.0	0.0
PLAN ANALYST	14	4.0	3.0	(1.0)
PLAN ANALYST SUPERVISOR	22	2.0	2.0	0.0
PLANT OPERATOR	11	50.0	49.0	(1.0)
PLANT OPERATOR SUPERVISOR	19	36.0	36.0	0.0
PLANT OPERATOR TRAINEE	6	29.0	29.0	0.0
PLUMBER LEADER	18	1.0	1.0	0.0
PROCUREMENT SPECIALIST	24	11.0	10.0	(1.0)
PROGRAMMER ANALYST II	19	1.0	1.0	0.0
PROGRAMMER ANALYST III	22	3.0	3.0	0.0
PROGRAMMER ANALYST IV	25	12.0	12.0	0.0
PROJECT MANAGER	24	29.0	32.0	3.0
PROJECT TECHNICIAN I	8	1.0	1.0	0.0
PROJECT TECHNICIAN II	13	4.0	6.0	2.0
PROJECT TECHNICIAN III	17	9.0	7.0	(2.0)
PROJECT TECHNICIAN IV	20	10.0	9.0	(1.0)
PUBLIC LOSS INVESTIGATOR	22	3.0	2.0	(1.0)
PUBLIC WORKS DIRECTOR	39	1.0	1.0	0.0
PUBLIC WORKS MAINTENANCE MANAGER	29	15.0	16.0	1.0
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	35.0	38.0	3.0
PUBLIC WORKS OPERATIONS MANAGER	29	6.0	6.0	0.0
PUBLIC WORKS OPERATIONS SECTION CHIEF	22	16.0	15.0	(1.0)
PURCHASING MANAGER	27	0.0	1.0	1.0
RECORDS TECHNICIAN	9	2.0	2.0	0.0
SAFETY ADMINISTRATOR	27	1.0	1.0	0.0
SAFETY COORDINATOR	15	1.0	1.0	0.0
SAFETY OFFICER	21	3.0	3.0	0.0
SAFETY REPRESENTATIVE	19	7.0	8.0	1.0
SAFETY SUPERVISOR	24	1.0	1.0	0.0
SECURITY OFFICER INVESTIGATOR	14	6.0	7.0	1.0
SEMI-SKILLED LABORER	6	16.0	12.0	(4.0)
SENIOR ACCOUNT CLERK	13	4.0	4.0	0.0
SENIOR ACCOUNTANT	20	2.0	3.0	1.0
SENIOR AUDITOR	21	5.0	5.0	0.0
SENIOR BUYER	22	9.0	10.0	1.0
SENIOR CLERK	8	1.0	1.0	0.0
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	3.0	2.0
SENIOR COMMUNITY LIAISON	23	1.0	1.0	0.0
SENIOR COMPUTER OPERATOR	14	7.0	7.0	0.0
SENIOR CONTRACT ADMINISTRATOR	27	2.0	2.0	0.0
SENIOR CONTRACT COMPLIANCE OFFICER	18	8.0	8.0	0.0
SENIOR DATA CONTROL CLERK	12	2.0	2.0	0.0
SENIOR DATA ENTRY OPERATOR	12	6.0	6.0	0.0
SENIOR FIXED ASSET SPECIALIST	17	1.0	1.0	0.0
SENIOR GIS ANALYST	24	3.0	3.0	0.0
SENIOR GIS TECHNICIAN	17	13.0	13.0	0.0
SENIOR INSPECTOR	22	15.0	19.0	4.0
SENIOR INSTRUMENT TECHNICIAN	14	3.0	3.0	0.0
SENIOR INVENTORY MANAGEMENT CLERK	12	23.0	21.0	(2.0)
SENIOR IT PROJECT MANAGER (EXEC)	30	1.0	1.0	0.0
SENIOR PLAN ANALYST	18	13.0	14.0	1.0
SENIOR PLANT OPERATOR	15	67.0	69.0	2.0
SENIOR PROCUREMENT SPECIALIST	27	3.0	4.0	1.0
SENIOR PROJECT MANAGER	27	23.0	24.8	1.8
SENIOR PUBLIC LOSS INVESTIGATOR	24	1.0	1.0	0.0
SENIOR SLUDGE PROCESSOR	15	13.0	14.0	1.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
SENIOR STAFF ANALYST	28	7.5	9.5	2.0
SENIOR STAFF ANALYST (EXEC)	28	2.0	1.0	(1.0)
SENIOR SUPERINTENDENT	27	1.0	2.0	1.0
SENIOR TELECOMMUNICATIONS SPECIALIST	21	3.0	3.0	0.0
SENIOR TRAINER	21	2.0	2.0	0.0
SENIOR UTILITY MECHANIC	16	76.0	78.0	2.0
SHOP MANAGER	23	1.0	1.0	0.0
SLUDGE PROCESSOR	11	2.0	1.0	(1.0)
STAFF ANALYST	26	8.0	9.0	1.0
STUDENT INTERN II	10	2.0	1.5	(0.5)
SUPERINTENDENT	24	6.0	6.0	0.0
SUPERVISING ENGINEER	29	23.0	24.0	1.0
SYSTEMS CONSULTANT	26	16.0	17.0	1.0
SYSTEMS SUPPORT ANALYST I	16	3.0	1.0	(2.0)
SYSTEMS SUPPORT ANALYST II	19	4.0	5.0	1.0
SYSTEMS SUPPORT ANALYST IV	25	5.0	5.0	0.0
TECHNICAL HARDWARE ANALYST I	17	7.0	8.0	1.0
TECHNICAL HARDWARE ANALYST II	21	46.0	37.0	(9.0)
TECHNICAL HARDWARE ANALYST III	23	24.8	20.8	(4.0)
TECHNICAL INSTRUCTOR	15	1.0	1.0	0.0
TRAINER	17	1.0	1.0	0.0
TRAINING ADMINISTRATOR	24	2.0	2.0	0.0
TRAINING COORDINATOR	24	1.0	1.0	0.0
UTILITY MECHANIC	12	51.0	52.0	1.0
UTILITY WORKER	12	525.0	505.0	(20.0)
WATER SERVICE INSPECTOR I	11	95.0	94.0	(1.0)
WATER SERVICE INSPECTOR II	15	26.0	26.0	0.0
WATER SERVICE INSPECTOR III	17	18.0	5.0	(13.0)
WEB COORDINATOR	17	1.0	1.0	0.0
WEBMASTER	26	1.0	1.0	0.0
<b>Total FTEs</b>		<b>2,396.2</b>	<b>2,387.7</b>	<b>(8.5)</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>136.9</b>	<b>161.8</b>	<b>24.9</b>
<b>Full-Time Equivalents</b>		<b>2,259.3</b>	<b>2,225.9</b>	<b>(33.4)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>2000030009</b>	<b>PWE - Small Business Development</b>			
424110	Other Interfund Services	529,300	529,300	415,100
<b>2000040003</b>	<b>PWE - WWO Collection System Repairs</b>			
445050	Cell Tower Revenue	25,000	25,000	25,000
<b>2000040004</b>	<b>PWE - WWO Regulatory Affairs</b>			
456115	Industrial Waste Discharge Permits	5,000	5,000	5,000
456180	Fertilizer Sales	160,000	160,000	160,000
<b>2000040021</b>	<b>PWE - BSB FIN Svcs</b>			
434245	Sale of Capital Assets - Vehicles	150,000	171,481	150,000
<b>2000050002</b>	<b>PWE - Financial Management</b>			
421630	Administrative Fee - Licenses & Permits	200,000	200,000	200,000
425120	PWE Allocated Cost Recovery	5,177,100	5,177,100	5,997,400
426330	Miscellaneous Copies Fees	5,000	5,000	2,000
426420	Building Space Rental Fees	1,600	1,600	1,600
426430	Facility Rental Fees	7,363,300	7,363,300	7,171,900
428030	Release of Liens	100	100	100
428080	Returned Check Charges	250,000	250,000	50,000
428090	Miscellaneous Fines & Forfeitures	4,000	4,000	4,000
432010	Interest on Pooled Investments	1,975,400	1,975,400	2,100,000
434205	Sale of Scrap Metal	100,000	139,548	100,000
434235	Sale of Capital Assets	50,000	172,061	50,000
434240	Sale of Capital Assets-Land/Streets	100,000	1,453,933	1,000,000
434305	Judgments & Claims	12,000	497,900	12,000
434335	Recover Damage-Infrastructure	75,000	75,000	20,000
434510	Prior Year Revenue	0	(1,563,232)	0
451000	Escrow Deposit-Bond refunding	0	952,033	0
452020	Recoveries & Refunds	50,000	50,000	100,000
452030	Miscellaneous Revenue	30,000	30,000	10,000
453010	Retail Water Sales	392,890,500	383,437,476	410,164,000
453012	Con Treat Wat NonGov	35,745,400	35,745,400	37,621,000
453013	Ret Wat Bill Adjusts	(3,841,700)	(3,841,700)	(3,813,000)
453020	Bulk Water Sales - Treated	37,789,900	37,789,900	36,951,000
453030	Bulk Water Sales - Untreated	48,733,800	48,733,800	50,532,000
453116	In City MUD Water Rebates Government	(605,600)	(605,600)	(536,000)
454010	Sewer Service Revenue	464,861,300	454,009,300	483,238,000
454012	Sewer Bill Adjusts	(14,344,600)	(14,344,600)	(14,905,000)
454116	In City MUD Sewer Rebates Government	(1,102,700)	(1,102,700)	(1,161,000)
455010	Sewer Service Penalties	8,500,000	5,500,000	4,500,000
455020	Water Service Penalties	7,500,000	4,500,000	4,500,000
456125	Fire Sprinkler Fees	5,500,000	5,500,000	5,762,000
456130	Water Meter Rental Fees	100,000	100,000	100,000
456135	Delinquent Reconnection Fees	500,000	500,000	500,000
456140	Tap Installation Fees	5,000	5,000	2,000
456145	Meter Installation Fees	500,000	500,000	500,000
456150	Engineering Inspection Fees	300,000	300,000	300,000
456155	Meter Testing Fees	2,000	2,000	2,000
456160	Transient Meter Relocation Fee	2,500	2,500	2,500
456165	New Customer Fees	250,000	250,000	200,000



**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
456170	Account Record Fees	1,500	1,500	500
456185	Contract Revenue from Water Authority	2,180,000	2,180,000	1,500,000
456210	Missed Appointment	5,000	5,000	5,000
456220	Tenant Notice	2,000	2,000	10,000
456225	Failure to Apply	90,000	90,000	90,000
456230	Illegal Turn On	1,200	1,200	1,200
456235	Lock Device Damage/Repair	100	100	100
456240	Submeter Application	7,000	7,000	7,000
456245	Evaporation Credit Processing Fee	150,000	150,000	150,000
456250	Sewage Disposal	11,000	11,000	10,000
456260	Oper Recov & Refunds	500,000	500,000	30,000
490080	Other Operating Transfers In	0	0	38,000,000
<b>2000060005</b>	<b>PWE - Utilities Analysis</b>			
421410	Permit Preparation Fees	1,000	1,000	0
426270	Utility District Application Review	12,000	12,000	12,000
426320	City Maps & Related Items	100	100	100
456105	Oil and Gas Well Permits	2,500	2,500	5,000
456120	Development Permits	200,000	200,000	200,000
456265	Municipal Setting Designation Application	20,000	20,000	20,000
<b>2000080001</b>	<b>PWE - Information Technology</b>			
424110	Other Interfund Services	478,800	478,800	465,900
<b>2000090003</b>	<b>PWE - Safety &amp; Environmental Monitoring</b>			
426370	Training Services	42,000	42,000	48,000
<b>Total</b>	<b>Public Works &amp; Engineering</b>	<b>1,003,252,800</b>	<b>978,359,500</b>	<b>1,072,588,400</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	92,426,462	104,092,624	97,754,224	106,622,453
500030	Salary Part Time - Civilian	205,703	176,476	187,011	204,600
500060	Overtime - Civilian	9,356,472	7,210,792	7,926,195	7,225,273
500090	Premium Pay - Civilian	267,187	279,500	288,513	284,500
500110	Bilingual Pay - Civilian	98,450	96,728	96,676	105,044
500240	HOPE Community Service Usage	1,008	0	0	0
500250	HOPE Union Business Usage	2,442	5,000	5,426	8,000
501050	Employee Awards	6,603	10,000	10,000	10,000
501070	Pension - Civilian	21,539,405	26,398,793	24,769,158	29,171,930
501120	Termination Pay - Civilian	1,876,872	1,841,200	1,978,320	1,822,706
501160	Vehicle Allowance - Civilian	0	4,600	1,150	4,600
502010	FICA - Civilian	7,538,524	8,526,349	7,900,176	8,719,547
503010	Health Ins-Act Civilian	18,091,839	20,326,864	19,123,273	19,311,100
503015	Basic Life Insurance - Active Civilian	54,045	60,539	56,706	60,996
503050	Health/Life Insurance - Retiree Civilian	3,690,696	4,171,515	4,172,373	4,167,807
503060	Long Term Disability-Civilian	167,199	192,343	172,911	189,208
503090	Workers Compensation-Civilian-Admin	1,121,129	593,788	552,032	657,800
503100	Workers Compensation-Civilian-Claim	910,199	985,000	1,065,653	1,032,700
504030	Unemployment Claims - Administration	108,629	233,443	77,723	232,836
<b>Total</b>	<b>Personnel Services</b>	<b>157,462,864</b>	<b>175,205,554</b>	<b>166,137,520</b>	<b>179,831,100</b>
511010	Chemical Gases & Special Fluids	22,569,056	26,315,740	25,204,360	26,740,900
511015	Cleaning & Sanitary Supplies	169,457	190,100	177,347	189,900
511020	Construction Materials	2,920,487	2,642,700	2,242,751	2,684,100
511025	Electrical Hardware & Parts	727,320	880,000	643,638	849,200
511030	Mechanical Hardware & Parts	1,763,118	1,700,500	1,756,267	1,755,000
511035	Meters Hydrants & Plumbing Supplies	1,529,010	1,907,800	1,313,900	1,509,900
511040	Audiovisual Supplies	73,234	38,000	34,700	35,000
511045	Computer Supplies	180,106	394,700	258,126	376,000
511050	Paper & Printing Supplies	86,984	126,600	139,100	143,700
511055	Publications & Printed Materials	107,793	140,900	126,631	146,100
511060	Postage	2,071,423	1,915,100	1,918,856	1,923,500
511070	Miscellaneous Office Supplies	285,457	298,400	290,195	246,700
511080	General Laboratory Supplies	443,810	485,200	478,000	467,000
511085	Drugs & Medical Chemicals	337	2,000	2,026	0
511090	Medical & Surgical Supplies	110,444	104,400	178,724	113,200
511095	Small Technical & Scientific Equipment	69,230	203,400	129,088	131,400
511110	Fuel	4,881,782	5,216,400	4,882,035	5,157,200
511115	Vehicle Repair & Maintenance Supplies	156,804	249,900	222,165	261,200
511120	Clothing	633,249	581,200	577,417	609,000
511125	Food Supplies	29,865	36,600	29,600	40,000
511135	Recreational Supplies	0	0	213	0
511140	Landscaping & Gardening Supplies	190,792	307,100	232,100	249,100
511145	Small Tools & Minor Equipment	856,920	941,500	948,957	929,000
511150	Miscellaneous Parts & Supplies	352,573	359,600	325,292	311,900
511160	Protective Gear	0	0	189	0
511165	Fire Fighting Equipment	0	0	27	0
<b>Total</b>	<b>Supplies</b>	<b>40,209,251</b>	<b>45,037,840</b>	<b>42,111,704</b>	<b>44,869,000</b>
520100	Temporary Personnel Services	1,976,532	2,536,048	2,536,049	3,859,900
520101	Janitorial Services	1,110,556	1,473,000	1,233,300	1,297,100
520102	Security Services	1,837,877	1,952,400	1,952,400	2,098,200
520105	Accounting & Auditing Services	14,798	60,000	60,000	65,100
520106	Architectural Services	105,319	1,000	7,000	1,000
520107	Computer Info/Contr	2,068,963	2,417,300	2,267,300	4,098,200
520108	Information Resource Services	773,315	1,204,500	1,004,500	806,200

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520109	Medical Dental & Laboratory Services	86,538	77,000	74,240	74,900
520110	Management Consulting Services	1,555,718	1,606,400	1,765,900	3,220,400
520112	Banking Services	209,455	200,500	201,428	200,500
520114	Miscellaneous Support Services	4,103,770	3,845,300	3,451,810	4,492,100
520115	Real Estate Lease/Office Rental	230,051	0	0	0
520117	Security Equipment Services	0	100,000	100,000	280,000
520118	Refuse Disposal	12,627,534	10,445,600	9,945,600	9,796,400
520119	Computer Eq/SW Mnt	512,536	523,900	438,199	505,000
520120	Communications Equipment Services	0	22,300	22,300	15,600
520121	IT Application Svcs	1,196,757	1,823,378	1,817,647	2,003,900
520122	Office Equipment Services	25,838	23,800	30,276	30,500
520123	Vehicle & Motor Equipment Services	7,774,631	39,000	89,618	39,000
520124	Other Equipment Services	12,761,735	14,443,200	14,447,445	19,115,800
520126	Construction Site Work Services	6,564,834	6,770,419	5,936,000	6,260,000
520128	Other Construction Work Services	11,535	249,800	204,800	0
520129	Sewer Authority Contracts	833,002	868,000	868,000	864,000
520130	Water Authority Contracts	27,308,057	31,238,700	29,738,700	31,224,200
520131	Water Authority Contracts Debt Service	18,875,214	18,064,000	18,064,000	17,683,800
520132	Contracts/Sponsorships	271,935	459,500	459,500	409,500
520136	Billing & Collection Services	237,171	51,200	74,279	34,500
520141	Engineering Services	340,541	240,896	185,000	210,000
520147	Management Initiative Savings	394,864	754,961	723,614	554,900
520150	GT EZ Tag Fees	28,634	24,800	28,500	41,100
520151	Parking EZ Tag Fees	0	0	0	1,000
520157	Computer Software Maintenance Services	3,497,693	4,275,500	3,965,600	4,654,100
520158	Computer Equipment Maintenance Services	275,940	658,900	608,900	617,500
520170	Generator Equipment Services	2,854,824	2,894,400	2,894,400	2,894,400
520510	Mail/Delivery Services	632,340	758,500	710,900	758,500
520515	Print Shop Services	71,458	73,100	65,200	77,400
520520	Printing & Reproduction Services	18,436	154,100	53,650	80,100
520605	Advertising Services	62,005	183,300	184,400	169,300
520705	Insurance Fees	4,732,469	5,806,400	4,504,725	5,444,000
520710	State/Federal Inspection Fees	3,579,063	3,770,200	3,770,200	3,749,000
520715	Arbitrage Expenses	(151,944)	2,000	2,000	2,000
520720	Fines	34,881	30,000	30,000	30,000
520725	Assessments - Other Governments	848,410	1,396,300	1,096,300	1,396,300
520740	Document Recording/Filing Fees	2,000	600	600	600
520745	Third Party Collection Fees	51,516	300,000	100,000	150,000
520755	Contingency	0	550,000	550,000	3,550,000
520765	Membership & Professional Fees	492,322	602,900	593,857	634,400
520805	Education & Training	266,864	641,800	506,356	1,344,900
520905	Travel - Training Related	96,705	215,300	211,563	271,800
520910	Travel - Non-Training Related	4,268	51,600	40,079	43,600
521305	Indirect Cost Recovery Payment	6,173,346	8,441,300	8,441,300	9,810,100
521405	Building Maintenance Services	5,539,533	6,236,937	6,102,721	6,638,400
521415	Land and Grounds Maintenance	2,604,655	2,922,700	2,792,438	3,232,700
521420	Infrastructure Maintenance Service	6,653,880	8,070,000	7,770,000	7,415,900
521505	Electricity	42,880,496	46,703,700	46,402,225	46,163,500
521510	Natural Gas	3,323,916	3,355,900	3,391,375	3,116,900
521515	Electricity Fran Fee Exp	1,019,887	1,063,000	1,063,000	1,040,300
521605	Data Services	747,724	1,321,700	1,318,882	1,256,700
521610	Voice Services	1,862,395	1,860,200	1,876,100	1,894,500
521615	Radio Communications	26,820	26,800	26,880	26,800
521620	Voice Equipment	16,387	43,800	30,644	13,200
521625	Voice Labor	33,811	55,700	71,491	85,600

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
521630	GIS Revolving Fund Services	429,532	419,500	419,500	449,600
521635	Voice Services -Wireless	579,280	557,500	558,747	718,000
521705	Vehicle/Equipment Rental/Lease	753,549	694,300	674,300	628,600
521715	Office Equipment Rental	311,011	325,900	307,900	311,500
521720	Computer Equipment Rental	212,642	668,400	668,400	455,700
521725	Other Rental	931,552	435,300	521,042	1,236,000
521730	Parking Space Rental	144,977	173,321	202,422	199,000
521735	Hobby Parking Space Rental	53,175	76,500	77,083	74,700
521905	Legal Services	1,138,238	1,076,000	2,807,000	1,326,000
521910	Legal Svcs - Crt Report	1,860	8,600	20,600	15,600
522205	Metro Commuter Passes	134,848	239,500	197,200	254,700
522305	Freight Charges	7,423	25,000	22,610	24,000
522405	Management Savings	(583)	0	139,500	0
522430	Misc Othr Svcs & Chrg	288,695	302,800	322,419	35,359,100
522435	Interest Charges Past Due Accounts	2,641	0	634	0
522620	Claims & Judgments	298,644	950,000	950,000	950,000
522705	Interfund Environmental Inspection	350,000	350,000	350,000	350,000
522710	Interfund Utility Cut Repairs	476,562	634,500	504,500	511,500
522720	Interfund Payroll Services	202,367	183,300	183,300	184,100
522721	Interfund HR Client Services	1,504,160	1,729,200	1,729,200	1,674,400
522722	KRONOS Service Chargeback	91,352	97,700	97,700	117,600
522723	Drainage Fee Service Chargeback	679,114	674,100	674,100	679,300
522730	Interfund Engineering Services	1,017	6,046	4,000	5,000
522740	Interfund Police Service	591,488	640,800	640,800	665,600
522750	Interfund Land/Property Appraisal Service	316,300	339,600	339,600	338,200
522765	Interfund Legal Services	828,621	971,700	971,700	896,900
522790	Interfund Inventory Adjustments	(1,550)	0	461	0
522795	Other Interfund Services	238,241	501,100	501,280	350,600
522800	Cost of Goods Sold	46,307	0	676	0
522810	Interfund Carpentry & Painting	536,307	0	605,000	750,100
522840	Houston Permitting Center Rent Chargeback	300,993	414,900	374,600	380,600
522845	Interfund Vehicle Services	0	7,156,700	6,592,903	6,803,200
<b>Total</b>	<b>Other Services and Charges</b>	<b>203,538,573</b>	<b>223,635,806</b>	<b>218,362,368</b>	<b>271,554,900</b>
560810	Cap Exp-Controlled Equipment	0	0	0	1,068,300
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,068,300</b>
551010	Non-Cap Office Furniture & Equipment	120,766	241,300	203,509	274,500
551015	Non-Capital Computer Equipment	783,841	1,410,000	1,493,304	1,173,900
551020	Non-Capital Communication Equipment	579,926	1,206,400	954,823	600,100
551025	Non-Capital Scientific/Medical Equipment	294,920	813,600	428,590	875,300
551030	Non-Capital Machinery & Equipment	776,906	695,000	582,488	699,000
551040	Non-Capital Other	6,104	10,000	11,497	10,000
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>2,562,463</b>	<b>4,376,300</b>	<b>3,674,211</b>	<b>3,632,800</b>
531135	Interfund Transfers	784,260	0	0	0
532080	System Debt Service Transfers	5,138,071	11,955,700	7,455,700	0
532100	Trans to CUS Operating	359,878,990	390,116,900	377,209,340	416,658,100
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>365,801,321</b>	<b>402,072,600</b>	<b>384,665,040</b>	<b>416,658,100</b>
<b>Grand Total Expenditures</b>		<b>769,574,472</b>	<b>850,328,100</b>	<b>814,950,843</b>	<b>917,614,200</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	37,354,625	37,354,625	37,354,625
Provision for Bad Debt	0	0	0
Current Revenues	414,660,100	414,660,100	442,858,100
Total Available Resources	<u>452,014,725</u>	<u>452,014,725</u>	<u>480,212,725</u>
Maintenance and Operations	0	0	0
Debt Services	414,660,100	414,660,100	442,858,100
Operating Transfers	0	0	0
Total Expenditures	<u>414,660,100</u>	<u>414,660,100</u>	<u>442,858,100</u>
Planned Ending Fund Balance	<u>37,354,625</u>	<u>37,354,625</u>	<u>37,354,625</u>
Total Budget	<u><u>452,014,725</u></u>	<u><u>452,014,725</u></u>	<u><u>480,212,725</u></u>

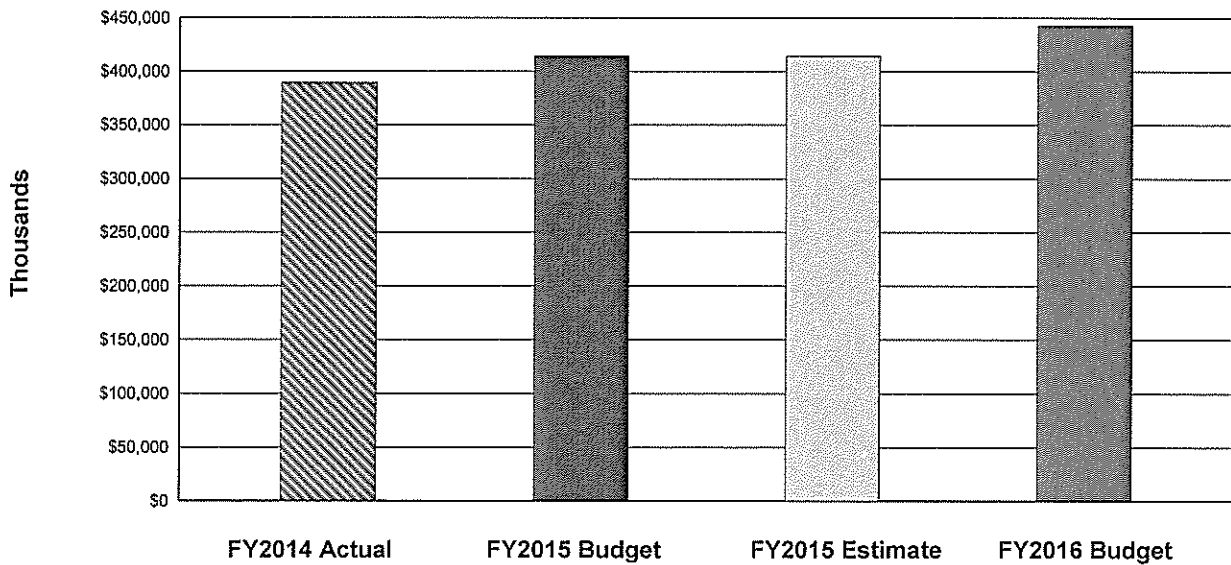
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Other Services and Charges	(23,406)	0	0	0
	Total M & O Expenditures	(23,406)	0	0	0
	Debt Service & Other Uses	389,526,154	414,660,100	414,660,100	442,858,100
	Total Expenditure	389,502,748	414,660,100	414,660,100	442,858,100
<b>Revenues</b>		390,073,095	414,660,100	414,660,100	442,858,100
<b>Staffing</b>	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
<b>Significant Budget Changes and Highlights</b>	FY2016 Budget Includes:				
	o Increase in debt service transfers related to existing and new debt to be issued.				

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



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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
2000050002	PWE - Financial Management			
432010	Interest on Pooled Investments	3,543,200	3,543,200	3,200,000
458030	Impact Fee Transfer	21,000,000	33,907,560	23,000,000
490040	Transfer from Water & Sewer Fund	390,116,900	377,209,340	416,658,100
Total Public Works & Engineering		<u>414,660,100</u>	<u>414,660,100</u>	<u>442,858,100</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520715	Arbitrage Expenses	(23,406)	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>(23,406)</b>	<b>0</b>	<b>0</b>	<b>0</b>
531170	Rev Bonds COI	137,712	1,000,000	1,000,000	1,000,000
532080	System Debt Service Transfers	389,388,442	413,660,100	413,660,100	441,858,100
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>389,526,154</b>	<b>414,660,100</b>	<b>414,660,100</b>	<b>442,858,100</b>
<b>Grand Total Expenditures</b>		<b>389,502,748</b>	<b>414,660,100</b>	<b>414,660,100</b>	<b>442,858,100</b>



## **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 FY2016 CUS General Purpose Fund Budget totals \$192,554,400. The largest transactions and allocations are \$65,000,000 for 'Pay As You Go' funding for CUS Capital Projects, \$42,194,200 for the Storm Water Fund, \$29,206,400 for Capital Outlay and \$16,897,800 for Debt Service.

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	522,348,721	522,348,721	377,036,746
Provision for Bad Debt	0	0	0
Current Revenues	0	0	0
<b>Total Available Resources</b>	<b>522,348,721</b>	<b>522,348,721</b>	<b>377,036,746</b>
Maintenance and Operations	26,267,900	19,945,075	30,462,400
Debt Services	18,365,100	18,365,100	16,897,800
Operating Transfers	107,001,800	107,001,800	145,194,200
<b>Total Expenditures</b>	<b>151,634,800</b>	<b>145,311,975</b>	<b>192,554,400</b>
Planned Ending Fund Balance	370,713,921	377,036,746	184,482,346
<b>Total Budget</b>	<b>522,348,721</b>	<b>522,348,721</b>	<b>377,036,746</b>



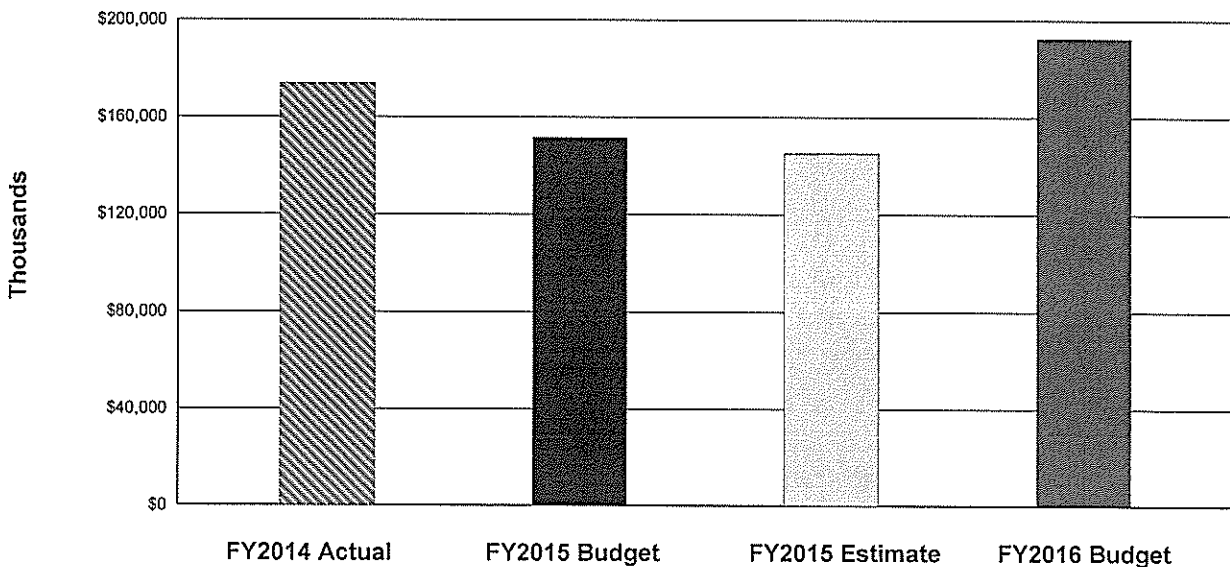
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Supplies	(9,088)	0	0	0
	Other Services and Charges	1,374,764	2,020,000	1,806,765	1,256,000
	Equipment	15,942,388	24,247,900	18,138,310	29,206,400
	Total M & O Expenditures	17,308,064	26,267,900	19,945,075	30,462,400
	Debt Service & Other Uses	156,609,278	125,366,900	125,366,900	162,092,000
	Total Expenditure	173,917,342	151,634,800	145,311,975	192,554,400
Revenues		5,733	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	<ul style="list-style-type: none"> <li>o Capital Acquisition budget of \$29.2 million includes \$6.1 million in replacement equipment carryovers.</li> <li>o Transfer to CUS Operating increase of \$38.0 million is related to "recycling" of fund balance monies from Fund 8305 to Fund 8300 to cover work related to the EPA negotiations.</li> <li>o Transfer to PIB Debt Service decrease of \$2.1 million due to final payments of older debt issues.</li> </ul>				

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



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511035	Meters Hydrants & Plumbing Supplies	(9,088)	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>(9,088)</b>	<b>0</b>	<b>0</b>	<b>0</b>
520110	Management Consulting Services	247,924	475,000	475,000	475,000
520124	Other Equipment Services	63,237	731,000	581,000	581,000
520160	CIP-Software	445,887	614,000	550,000	0
521405	Building Maintenance Services	593,720	0	0	0
521905	Legal Services	23,533	200,000	200,000	200,000
522730	Interfund Engineering Services	438	0	0	0
522790	Interfund Inventory Adjustments	0	0	765	0
522800	Cost of Goods Sold	25	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,374,764</b>	<b>2,020,000</b>	<b>1,806,765</b>	<b>1,256,000</b>
560120	Capital Exp-Building & Bldg Improvement	41,862	2,080,000	2,080,000	2,060,000
560210	Furniture Fixtures and Equipment	744,358	1,184,100	977,541	1,582,300
560220	Vehicles	11,188,282	16,783,200	11,057,610	21,351,400
560230	Computer HW and Developed SW	742,283	625,000	625,000	1,175,900
560260	Infrastructure	3,225,603	3,575,600	3,398,159	3,036,800
<b>Total</b>	<b>Equipment</b>	<b>15,942,388</b>	<b>24,247,900</b>	<b>18,138,310</b>	<b>29,206,400</b>
531015	PIB Prin Retirement	0	0	0	1,040,000
531085	Other Interest	4,704,574	4,731,600	4,731,600	3,695,100
531170	Rev Bonds COI	15,000	360,000	360,000	360,000
531175	Allen's Creek & Wallisville Principal	116,800	120,600	120,600	124,500
531180	Allen's Creek & Wallisville Interest	1,115,199	1,113,400	1,113,400	1,787,600
532020	Transfers to Capital Projects	110,000,000	65,000,000	65,000,000	65,000,000
532050	Trans to PIB Bonds Debt Service	13,093,977	12,039,500	12,039,500	9,890,600
532095	Transfer to Stormwater Fund	27,563,728	42,001,800	42,001,800	42,194,200
532100	Trans to CUS Operating	0	0	0	38,000,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>156,609,278</b>	<b>125,366,900</b>	<b>125,366,900</b>	<b>162,092,000</b>
<b>Grand Total Expenditures</b>		<b>173,917,342</b>	<b>151,634,800</b>	<b>145,311,975</b>	<b>192,554,400</b>



# DEDICATED DRAINAGE AND STREET RENEWAL FUND

## Description and Mission

The Dedicated Drainage & Street Renewal Fund (DDSRF) was established 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.

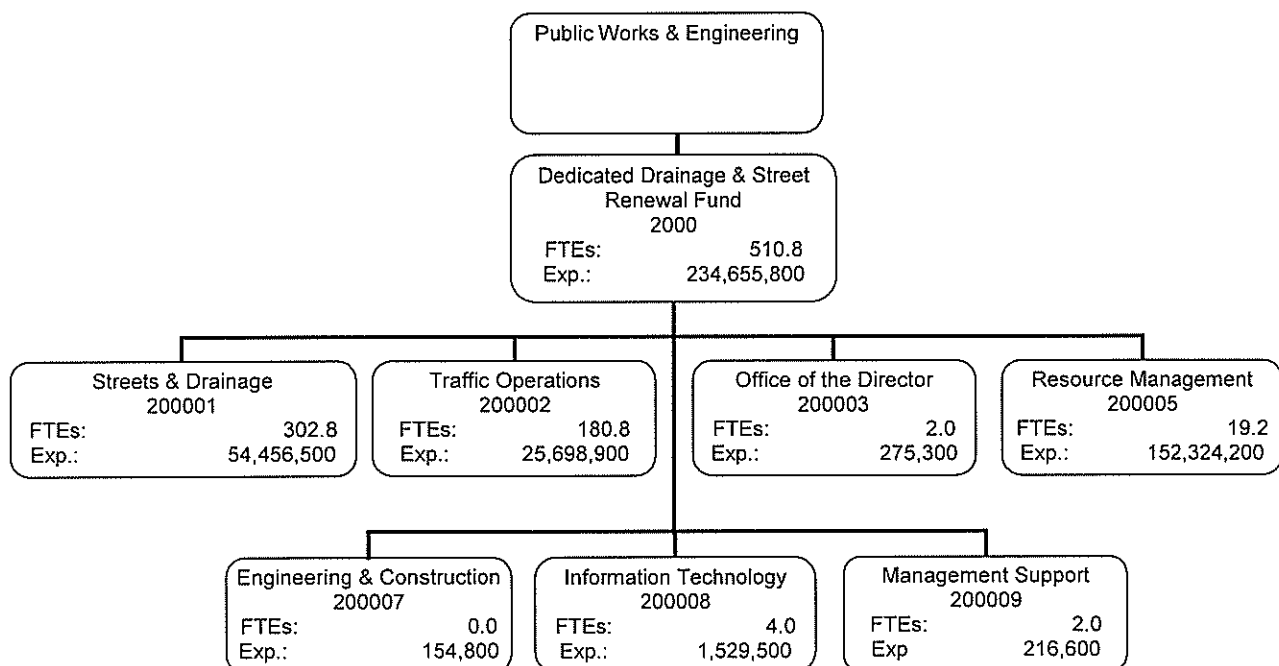
### Department Short Term Goals

- Enhance the existing pavement management services by incorporating Ground Penetrating Radar (GPR) Technology.
- Continue to perform preventive maintenance on Signal and Intersection Optimization per Federal Highway Administration (FHWA) requirements.
- Implement new street maintenance repair contracts: overlay, asphalt pavement, concrete panel replacement, concrete patching, mud jacking and soil densification programs.
- Utilize the citywide collection contract to improve collections on past due drainage receivables.
- 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 new improvements.
- Continue to refine policy and procedures to make even the most complicated billing scenarios routine.

### Department Long Term Goals

- Improve responsiveness and efficiency to public requests via 311.
- Better Streets. Better Drainage.
- Foster opportunities to improve infrastructure by means of prioritization, standards and intergovernmental relationships.
- Continue to provide superior customer service in support of ReBuild Houston through accurate, on time billing, collection and account services.

## Department Organization



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	69,377,844	69,377,844	32,466,652
Current Revenues	206,629,400	214,493,399	224,055,200
Total Available Resources	<u>276,007,244</u>	<u>283,871,243</u>	<u>256,521,852</u>
Maintenance and Operations	76,071,000	84,124,366	84,978,800
Operating Transfers	177,158,556	167,280,225	149,677,000
Total Expenditures	<u>253,229,556</u>	<u>251,404,591</u>	<u>234,655,800</u>
Planned Ending Fund Balance	<u>22,777,688</u>	<u>32,466,652</u>	<u>21,866,052</u>
Total Budget	<u><u>276,007,244</u></u>	<u><u>283,871,243</u></u>	<u><u>256,521,852</u></u>
<b><u>Fund Balance Distribution</u></b>			
Non-Spendable	0	0	0
Restricted	22,777,688	32,466,652	21,866,052
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 Dedicated Drainage & Street Renewal Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In FY2016, \$85.0M expected to be spent for the maintenance of street & bridge infrastructure (\$55.6M), signals and intersection optimizations (\$26.3M), drainage call center operations (\$2.7M) and ReBuild Houston administration (\$400,000). Also included in the expenditures are \$127.6M that will be transferred to the Capital Project Fund to continue the 'pay-as-you-go' program, \$6.4M for 380 Agreements and \$14.7M to the Storm Water Fund to partially cover the Storm Water maintenance and operational expenses.





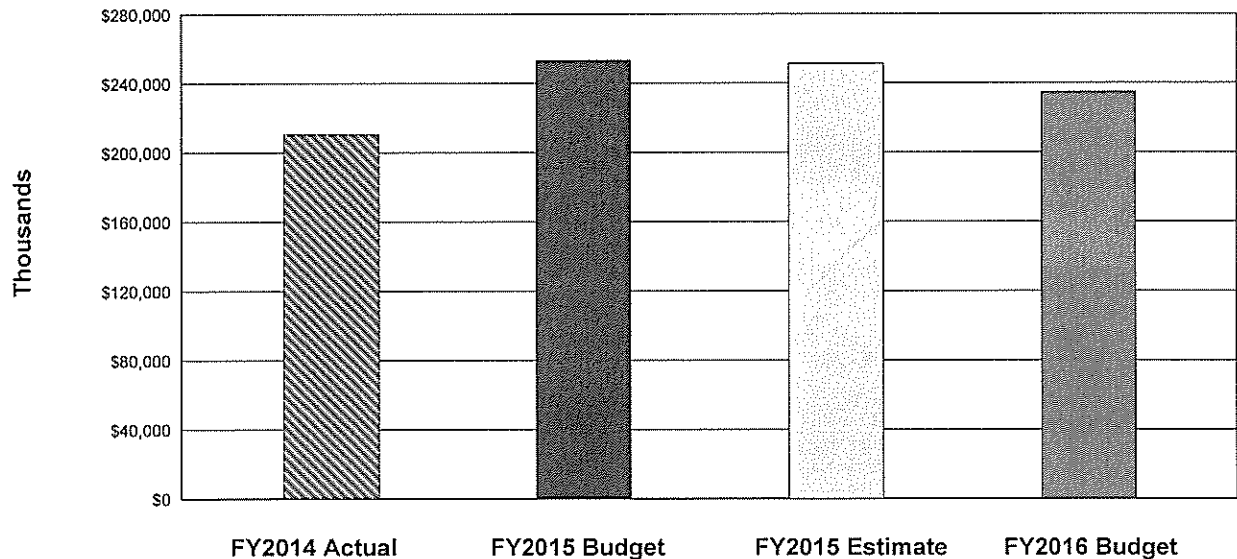
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	30,538,718	34,167,932	33,089,671	35,416,600
	Supplies	10,249,831	13,955,800	12,474,683	14,845,700
	Other Services and Charges	15,706,565	22,387,126	34,603,844	26,148,200
	Equipment	2,951,855	5,421,142	3,817,168	8,443,800
	Non-Capital Equipment	115,199	139,000	139,000	124,500
	Total M & O Expenditures	59,562,168	76,071,000	84,124,366	84,978,800
	Debt Service & Other Uses	151,250,364	177,158,556	167,280,225	149,677,000
	Total Expenditure	210,812,532	253,229,556	251,404,591	234,655,800
Revenues		195,622,403	206,629,400	214,493,399	224,055,200
Staffing	Full-Time Equivalents - Civilian	459.4	518.8	469.0	510.8
	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	459.4	518.8	469.0	510.8
	Full-Time Equivalents - Overtime	46.2	30.0	64.3	29.3
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Continuation of METRO reimbursements to cover the costs of asphalt skin patches, street resurfacing, street maintenance, concrete repair, bridge maintenance, signal maintenance, signal engineering and traffic operation (\$58.4M from Metro).</li> <li>o Includes \$50.0M transfer from the General Fund which includes captured tax revenues.</li> <li>o Includes \$14.7M to be transferred to the Storm Water Fund to partially cover operating and maintenance expenses.</li> <li>o Includes an additional \$3.6M for contracts related to asphalt skin patching and concrete street panel replacement.</li> <li>o Includes an additional \$800,000 related to conversion of the work order system to the Infor Enterprise Software.</li> </ul>				

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



**FISCAL YEAR 2016 BUDGET**

<b>Business Area Performance Measures</b>					
<b>Fund Name : Dedicated Drainage &amp; Street Renewal Fu</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus. Area No. : 2310 / 2000</b>					
<b>Performance Measure</b>	<b>Priority</b>	<b>FY2014 Actual</b>	<b>FY2015 Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Accident Frequency per 75,000 Miles Driven	F,I	<1	<1	<1	<1
Asphalt Repairs / Skin Patches	P,Q,I	7,125	7,125	9,200	8,314
Asphalt Surface Overlaid (lane miles)	P,Q,I	104	145	230	153
Bridges Inspected	P,Q,I	3,244	2,692	2,692	2,692
Bridges Replaced	P,Q,I	8	8	8	8
Concrete Panel Replacement	P,Q,I	368	348	900	1,190
Drainage Collection Rate	F	102%	92%	93%	93%
Mobility Permit Investigations Completed	P,I	12,666	13,500	9,200	13,500
Percentage of Potholes Repaired within 30 Days of 311 Request	P,I	N/A	95%	42%	95%
Percentage of Signals Receiving 2 Preventative Maintenance Services per Year	P,I	95%	95%	95%	95%
Signals Maintained and Optimized	P,I	760	800	800	800
System Availability - Virtual Servers	I	N/A	99.9%	99.9%	99.9%
System Availability Distributed Server	I	99.5%	99.5%	99.5%	99.9%
Total Number of Potholes Repaired	I	49,258	60,000	53,000	66,600
Traffic Plan Reviews Completed in 2 Weeks	I	95%	90%	90%	90%
Traffic Signal Repairs Completed	I	14,405	15,000	12,000	15,000
Traffic Signs Completed within 14 Days	P,I	99%	95%	95%	95%
Workers' Compensation Incident Frequency per 2,000 Productive Days Worked	F,I	<1	<1	<1	<1
Expenditures Budget vs Actual Utilization	F	100%	98%	99%	98%
Revenues Budget vs Actual Utilization	F	111%	100%	104%	100%
<p>Mayor's Five Priorities:    Jobs and Sustainable Development (J)                      Public Safety (P)                      Infrastructure (I)</p> <p>   Fiscal Responsibility (F)                      Quality of Life (Q)</p>					

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Dedicated Drainage &amp; Street Renewal Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 2310 / 2000</b>							
<b>Division Description</b>	<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Streets and Drainage Division 200001</b> Street and Bridge - maintains a smooth riding surface free of obstacles and debris. Includes funding for contracts related to asphalt skin patching and concrete street panel replacement.	280.9	36,649,830	285.6	59,121,243	302.8	54,456,500	
<b>Traffic Operations Division 200002</b> 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; conducts studies involving speed zones and traffic counts; reviews of street light installations.	169.7	20,248,813	170.4	22,232,705	180.8	25,698,900	
<b>Office of the Director 200003</b> Administers the ReBuild Houston (RBH) initiative by coordinating the City of Houston's plan to rebuild the 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.	1.7	269,636	1.7	221,973	2.0	275,300	
<b>Resource Management Division 200005</b> Provides customer billing and support, manages fund transfers for CIP projects.	2.0	152,984,592	6.1	168,949,876	19.2	152,324,200	
<b>Planning &amp; Development Services Division 200006</b> Coordinates planning initiatives and prepares long term 10-year planning goals for City's infrastructure improvement as well as acquires land in support of CIP projects. One time purchase of a Vehicle in FY2015.	0.0	0	0.0	28,400	0.0	0	
<b>Engineering and Construction Division 200007</b> Responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted 5-year CIP plan.	0.0	34,702	0.0	50,000	0.0	154,800	

**FISCAL YEAR 2016 BUDGET**

Division Summary							
<b>Fund Name : Dedicated Drainage &amp; Street Renewal Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 2310 / 2000</b>							
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Information Technology 200008</b> Provides helpdesk, desktop, application and work management system support; along with other systems support.	3.1	471,315	3.2	582,321	4.0	1,529,500	
<b>Management Support Branch 200009</b> Provides 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	153,644	2.0	218,073	2.0	216,600	
<b>Total</b>	<b>459.4</b>	<b>210,812,532</b>	<b>469.0</b>	<b>251,404,591</b>	<b>510.8</b>	<b>234,655,800</b>	

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNT EXECUTIVE	19	1.7	2.0	0.3
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	2.0	2.0	0.0
ADMINISTRATIVE ASSISTANT	17	9.0	11.0	2.0
ADMINISTRATIVE ASSOCIATE	13	17.0	16.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	3.0	3.0	0.0
ADMINISTRATIVE SPECIALIST	20	5.0	5.0	0.0
ADMINISTRATIVE SUPERVISOR	22	2.0	2.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	3.0	3.0	0.0
ASSISTANT ELECTRICAL SUPERVISOR	22	1.0	1.0	0.0
ASSISTANT PUBLIC WORKS MAINTENANCE MANAGER	26	3.0	3.0	0.0
BUYER	16	1.0	1.0	0.0
CARPENTER	14	4.0	4.0	0.0
CEMENT FINISHER	11	2.0	2.0	0.0
CEMENT FINISHER SUPERVISOR	15	2.0	2.0	0.0
CUSTODIAN	4	1.0	1.0	0.0
CUSTOMER SERVICE REP. I	13	1.0	1.0	0.0
CUSTOMER SERVICE REP. II	15	2.0	2.0	0.0
CUSTOMER SERVICE REP. III	16	4.6	3.0	(1.6)
CUSTOMER SERVICE SECTION CHIEF	22	0.9	2.0	1.1
CUSTOMER SERVICE SUPERVISOR	18	3.9	4.0	0.1
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	1.0	1.0	0.0
DEPUTY DIRECTOR-PUBLIC WORKS	36	3.0	2.0	(1.0)
DIVISION MANAGER	29	1.0	1.0	0.0
ELECTRICAL ESTIMATOR	23	3.0	2.0	(1.0)
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	0.0
ELECTRICAL SUPERVISOR	24	2.0	2.0	0.0
ELECTRICIAN	18	27.0	27.0	0.0
ENGINEER	26	1.0	1.0	0.0
EQUIPMENT WORKER	13	143.0	150.0	7.0
EXECUTIVE STAFF ANALYST (EXEC)	30	0.0	1.0	1.0
FIELD SUPERVISOR	17	35.0	33.0	(2.0)
FINANCIAL ANALYST III	21	1.0	1.0	0.0
FINANCIAL ANALYST IV	25	0.8	0.0	(0.8)
GENERAL SUPERINTENDENT	21	1.0	1.0	0.0
GRADUATE ENGINEER	22	7.0	8.0	1.0
INFRASTRUCTURE ASSESSMENT TECH SUPERVISOR	19	0.0	1.0	1.0
INFRASTRUCTURE ASSESSMENT TECHNICIAN II	12	2.0	4.0	2.0
INSPECTOR	18	8.0	12.0	4.0
INSTRUMENT PERSON	11	1.0	1.0	0.0
IRON WORKER	13	3.0	3.0	0.0
LABORER	4	85.0	63.0	(22.0)
MANAGEMENT ANALYST II	18	1.0	2.0	1.0
MANAGEMENT ANALYST III	21	1.0	1.0	0.0
MANAGEMENT ANALYST IV	25	1.0	2.0	1.0
MANAGEMENT INTERN	11	1.0	1.0	0.0
MANAGING ENGINEER	31	1.0	1.0	0.0
MESSENGER	6	1.0	1.0	0.0
OFFICE SUPERVISOR	17	2.0	2.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
PAINTER	11	4.0	4.0	0.0
PAVING ASSESSMENT SPECIALIST	16	2.0	0.0	(2.0)
PLAN ANALYST	14	1.4	4.0	2.6
PLAN ANALYST SUPERVISOR	22	0.9	0.0	(0.9)
PROGRAMMER ANALYST III	22	1.0	0.0	(1.0)
PROJECT MANAGER	24	2.0	2.0	0.0
PROJECT TECHNICIAN III	17	3.0	4.0	1.0
PROJECT TECHNICIAN IV	20	4.0	3.0	(1.0)
PUBLIC WORKS MAINTENANCE MANAGER	29	5.0	5.0	0.0
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	7.0	7.0	0.0
SAFETY REPRESENTATIVE	19	2.0	2.0	0.0
SEMI-SKILLED LABORER	6	29.0	48.0	19.0
SENIOR BUYER	22	1.0	1.0	0.0
SENIOR DATA ENTRY OPERATOR	12	3.0	2.0	(1.0)
SENIOR DISPATCHER	12	7.0	7.0	0.0
SENIOR INSPECTOR	22	2.9	4.0	1.1
SENIOR INVENTORY MANAGEMENT CLERK	12	2.0	2.0	0.0
SENIOR OFFICE ASSISTANT	12	0.0	2.0	2.0
SENIOR PAYROLL CLERK	13	2.0	2.0	0.0
SENIOR PROJECT MANAGER	27	3.0	3.0	0.0
SENIOR TRAFFIC ANALYST	13	6.0	4.0	(2.0)
SIGN PROCESSOR	9	6.0	0.0	(6.0)
STAFF ANALYST	26	1.0	2.0	1.0
STUDENT INTERN II	10	1.0	1.0	0.0
SUPERVISING ENGINEER	29	4.0	4.0	0.0
SYSTEMS CONSULTANT	26	2.0	1.0	(1.0)
SYSTEMS SUPPORT ANALYST II	19	1.0	1.0	0.0
TECHNICAL HARDWARE ANALYST I	17	12.0	12.0	0.0
TECHNICAL HARDWARE ANALYST II	21	9.0	11.0	2.0
TECHNICAL HARDWARE ANALYST III	23	10.0	11.0	1.0
TRAFFIC ANALYST	7	3.0	3.0	0.0
TRAFFIC SIGNAL SUPERVISOR	22	3.0	3.0	0.0
<b>Total FTEs</b>		<b>544.1</b>	<b>551.0</b>	<b>6.9</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>25.3</b>	<b>40.2</b>	<b>14.9</b>
<b>Full-Time Equivalents</b>		<b>518.8</b>	<b>510.8</b>	<b>(8.0)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>2000010002</b>	<b>PWE - Street Maintenance</b>			
422150	Intergovernmental Revenue - Metro	35,572,600	35,572,600	36,661,200
<b>2000010003</b>	<b>PWE - Street Resurfacing</b>			
434335	Recover Damage-Infrastructure	29,000	28,800	29,000
434515	Street Milling Sale Earnings	950,000	850,000	810,000
<b>2000010008</b>	<b>PWE - Concrete Repair</b>			
452020	Recoveries & Refunds	0	200	0
<b>2000010018</b>	<b>PWE - Special Project</b>			
424110	Other Interfund Services	844,800	422,400	200,000
<b>2000010020</b>	<b>PWE - Brick Street Maintenance</b>			
422122	Municipal Service Fees - TIRZ	10,000	10,000	10,000
<b>2000020003</b>	<b>PWE - Signs and Marking Maintenance</b>			
421400	Miscellaneous Sign Fees	50,200	62,175	53,700
434335	Recover Damage-Infrastructure	35,000	35,000	20,700
<b>2000020004</b>	<b>PWE - Signal Maintenance</b>			
422150	Intergovernmental Revenue - Metro	21,509,300	21,509,300	21,704,800
426290	Other Service Charges	31,000	31,000	26,000
426390	Misc. Services to Other Agencies	380,500	380,500	380,300
434205	Sale of Scrap Metal	17,900	17,900	13,900
<b>2000020007</b>	<b>PWE - Mobility Permitting</b>			
421310	Mobility Permits	1,143,200	2,211,349	2,132,900
428080	Returned Check Charges	700	500	500
<b>2000050002</b>	<b>PWE - Financial Management</b>			
424190	Interfund Drainage Fee	6,877,700	6,877,700	6,859,300
426500	Drainage Charge Revenue	103,827,500	103,827,500	103,903,900
428080	Returned Check Charges	0	200	0
432010	Interest on Pooled Investments	500,000	500,000	500,000
455030	Drainage Charge Penalty	2,100,000	1,100,000	653,000
456260	Oper Recov & Refunds	250,000	125,000	50,000
<b>2000050033</b>	<b>PWE - Captured Tax Revenues for CIP Projects</b>			
490010	Transfer from General Fund	32,500,000	40,931,275	50,046,000
<b>Total</b>	<b>Public Works &amp; Engineering</b>	<b>206,629,400</b>	<b>214,493,399</b>	<b>224,055,200</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	17,845,303	20,197,831	18,268,443	20,845,185
500060	Overtime - Civilian	2,391,439	1,605,748	3,442,670	1,561,258
500090	Premium Pay - Civilian	79,951	86,049	90,170	113,450
500110	Bilingual Pay - Civilian	7,964	7,232	7,512	7,232
500240	HOPE Community Service Usage	469	0	0	0
500250	HOPE Union Business Usage	1,948	0	0	0
501050	Employee Awards	926	4,000	4,000	4,000
501070	Pension - Civilian	4,158,554	5,123,009	4,614,762	5,703,246
501120	Termination Pay - Civilian	118,671	413,500	413,500	413,800
501160	Vehicle Allowance - Civilian	0	4,200	0	4,200
502010	FICA - Civilian	1,474,516	1,668,455	1,622,227	1,716,206
503010	Health Ins-Act Civilian	3,822,658	4,273,590	3,980,888	4,228,094
503015	Basic Life Insurance - Active Civilian	10,393	12,026	10,514	11,942
503050	Health/Life Insurance - Retiree Civilian	66,725	95,000	96,866	95,000
503060	Long Term Disability-Civilian	38,581	44,220	38,225	43,457
503090	Workers Compensation-Civilian-Admin	96,765	136,302	119,548	150,754
503100	Workers Compensation-Civilian-Claim	398,785	451,900	341,845	468,500
504030	Unemployment Claims - Administration	25,070	44,870	38,501	50,276
<b>Total</b>	<b>Personnel Services</b>	<b>30,538,718</b>	<b>34,167,932</b>	<b>33,089,671</b>	<b>35,416,600</b>
511010	Chemical Gases & Special Fluids	26,291	32,900	23,900	31,800
511015	Cleaning & Sanitary Supplies	52,583	29,600	55,726	31,700
511020	Construction Materials	6,744,555	10,422,400	9,002,350	10,800,900
511025	Electrical Hardware & Parts	1,043,333	1,103,000	1,101,000	1,614,200
511030	Mechanical Hardware & Parts	16,815	9,100	31,639	9,100
511040	Audiovisual Supplies	0	0	4,100	0
511045	Computer Supplies	14,145	35,200	15,600	35,700
511050	Paper & Printing Supplies	9,746	18,200	7,480	18,200
511055	Publications & Printed Materials	3,989	3,900	3,900	3,400
511060	Postage	66,020	123,500	123,500	125,200
511070	Miscellaneous Office Supplies	54,369	61,400	49,955	66,300
511085	Drugs & Medical Chemicals	0	500	500	500
511090	Medical & Surgical Supplies	11,746	16,000	16,000	14,600
511095	Small Technical & Scientific Equipment	313	4,200	5,100	4,200
511110	Fuel	1,717,090	1,602,100	1,541,033	1,600,600
511115	Vehicle Repair & Maintenance Supplies	23,914	33,800	33,800	30,500
511120	Clothing	148,280	145,000	145,000	143,500
511125	Food Supplies	2,433	18,000	18,000	18,000
511140	Landscaping & Gardening Supplies	3,224	8,700	8,700	8,700
511145	Small Tools & Minor Equipment	110,156	101,700	101,700	94,900
511150	Miscellaneous Parts & Supplies	200,817	186,600	185,700	193,700
511165	Fire Fighting Equipment	12	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>10,249,831</b>	<b>13,955,800</b>	<b>12,474,683</b>	<b>14,845,700</b>
520100	Temporary Personnel Services	1,283,603	1,628,126	1,347,559	1,106,000
520101	Janitorial Services	7,118	59,200	59,200	59,200
520106	Architectural Services	0	0	10,000	0
520107	Computer Info/Contr	20,430	38,400	38,400	38,400
520108	Information Resource Services	0	64,500	44,500	44,500

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520109	Medical Dental & Laboratory Services	16,442	16,300	16,300	16,700
520110	Management Consulting Services	22,276	231,800	101,800	21,800
520114	Miscellaneous Support Services	847	11,100	11,100	11,100
520115	Real Estate Lease/Office Rental	391,752	411,400	411,400	414,300
520117	Security Equipment Services	0	135,000	135,000	135,000
520118	Refuse Disposal	411,243	319,700	319,700	319,700
520119	Computer Eq/SW Mnt	110,000	105,000	105,000	105,000
520121	IT Application Svcs	188,033	145,400	186,031	162,100
520123	Vehicle & Motor Equipment Services	3,827,484	225,500	225,500	269,900
520124	Other Equipment Services	4,760	13,600	13,600	14,100
520126	Construction Site Work Services	24,624	29,459	22,500	29,569
520141	Engineering Services	45,876	50,500	50,500	100,000
520147	Management Initiative Savings	0	0	5,093	0
520157	Computer Software Maintenance Services	372,234	374,200	396,200	416,700
520158	Computer Equipment Maintenance Services	0	3,500	3,500	0
520160	CIP-Software	158,994	72,000	72,000	72,000
520510	Mail/Delivery Services	15,282	100,400	100,400	100,400
520515	Print Shop Services	6,188	7,100	7,100	9,900
520520	Printing & Reproduction Services	16,790	21,500	21,500	25,500
520605	Advertising Services	1,548	2,500	2,500	2,500
520705	Insurance Fees	14,950	20,000	15,100	17,900
520745	Third Party Collection Fees	7,690	50,000	20,000	37,500
520765	Membership & Professional Fees	23,491	25,400	23,400	23,500
520805	Education & Training	46,909	71,800	73,800	111,400
520905	Travel - Training Related	22,350	15,200	15,200	15,100
520910	Travel - Non-Training Related	185	1,900	1,900	1,800
521305	Indirect Cost Recovery Payment	1,728,664	1,730,800	1,730,800	2,005,500
521306	Indirect Cost -PWE	1,848,400	1,902,500	1,902,500	2,210,600
521405	Building Maintenance Services	53,519	215,926	124,812	113,626
521410	Sewer Services	16,299	29,500	29,500	25,900
521415	Land and Grounds Maintenance	4,710	0	3,418	21,900
521420	Infrastructure Maintenance Service	2,850,394	8,463,300	19,899,270	12,120,900
521435	Water Services	0	6,700	7,700	5,200
521505	Electricity	266,974	288,400	288,400	253,000
521510	Natural Gas	18,429	17,200	17,200	25,300
521605	Data Services	126,568	137,700	137,700	148,100
521610	Voice Services	189,736	177,000	177,000	256,400
521615	Radio Communications	13,860	13,900	13,900	13,900
521620	Voice Equipment	6,776	2,100	2,100	1,800
521625	Voice Labor	1,757	1,100	3,000	12,400
521630	GIS Revolving Fund Services	85,906	83,900	83,900	97,500
521635	Voice Services -Wireless	114,555	119,400	114,307	142,500
521705	Vehicle/Equipment Rental/Lease	20,099	90,800	70,800	69,200
521715	Office Equipment Rental	59,632	36,600	36,600	35,600
521725	Other Rental	750	0	0	0
521730	Parking Space Rental	56,708	64,200	62,300	62,200
521735	Hobby Parking Space Rental	10,500	9,100	9,100	7,400
521905	Legal Services	2,465	1,300	250	1,300
521910	Legal Svcs - Crt Report	542	700	1,800	1,200

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
522205	Metro Commuter Passes	30,343	65,300	65,300	61,100
522305	Freight Charges	1,813	6,000	6,000	6,400
522405	Management Savings	(2)	0	0	0
522430	Misc Othr Svcs & Chrg	13,965	63,500	62,171	63,500
522620	Claims & Judgments	110	0	50,000	0
522720	Interfund Payroll Services	(2,417)	41,800	41,800	41,800
522721	Interfund HR Client Services	326,769	373,400	373,400	376,500
522722	KRONOS Service Chargeback	19,719	22,100	22,100	26,400
522723	Drainage Fee Service Chargeback	32,097	29,400	29,400	32,300
522730	Interfund Engineering Services	128	4,015	0	3,905
522790	Interfund Inventory Adjustments	671	0	0	0
522795	Other Interfund Services	764,347	784,800	1,834,800	807,400
522800	Cost of Goods Sold	680	0	0	0
522845	Interfund Vehicle Services	0	3,354,200	3,546,733	3,415,900
<b>Total</b>	<b>Other Services and Charges</b>	<b>15,706,565</b>	<b>22,387,126</b>	<b>34,603,844</b>	<b>26,148,200</b>
560210	Furniture Fixtures and Equipment	54,080	40,000	39,276	0
560220	Vehicles	2,897,775	5,206,642	3,660,168	7,545,200
560230	Computer HW and Developed SW	0	151,000	111,724	892,600
560240	Communication Equipment	0	6,000	6,000	6,000
560810	Cap Exp-Controlled Equipment	0	17,500	0	0
<b>Total</b>	<b>Equipment</b>	<b>2,951,855</b>	<b>5,421,142</b>	<b>3,817,168</b>	<b>8,443,800</b>
551010	Non-Cap Office Furniture & Equipment	6,597	13,000	11,000	1,000
551015	Non-Capital Computer Equipment	108,602	114,000	116,000	115,000
551040	Non-Capital Other	0	12,000	12,000	8,500
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>115,199</b>	<b>139,000</b>	<b>139,000</b>	<b>124,500</b>
531085	Other Interest	49,576	0	0	0
531110	Commercial Paper Agent Fees	762,222	800,000	800,000	965,000
532020	Transfers to Capital Projects	126,542,024	162,346,556	152,468,225	127,600,000
532095	Transfer to Stormwater Fund	23,896,542	14,012,000	14,012,000	14,712,000
532135	Ch.380 - Transfers to Other Funds	0	0	0	6,400,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>151,250,364</b>	<b>177,158,556</b>	<b>167,280,225</b>	<b>149,677,000</b>
<b>Grand Total Expenditures</b>		<b>210,812,532</b>	<b>253,229,556</b>	<b>251,404,591</b>	<b>234,655,800</b>



## 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 transfers 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 debris free storm water.

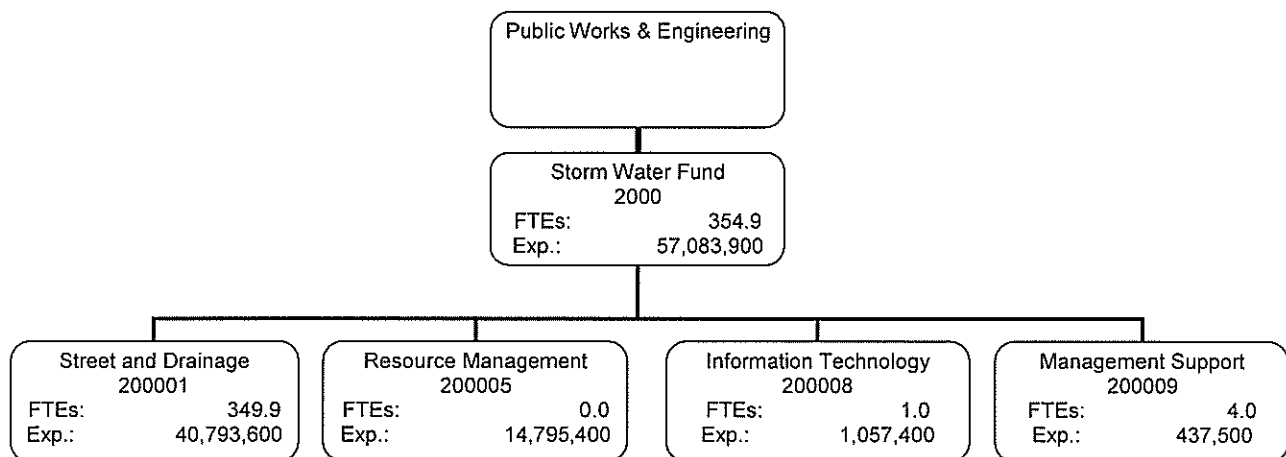
#### Department Short Term Goals

- 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-A-Ditch
- Implement Map Text Electronic Data System.
- Install Network Fleet Vehicle Location and Monitoring System to enhance safety, accountability, productivity and maintenance of the equipment.

#### 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.
- Develop specific professional development efforts related to storm water operations.

### Organization



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	2,126,185	2,126,185	2,126,185
Current Revenues	56,191,500	56,191,500	57,083,900
Total Available Resources	<u>58,317,685</u>	<u>58,317,685</u>	<u>59,210,085</u>
Maintenance and Operations	40,696,600	40,696,600	42,298,500
Debt Services	15,494,900	15,494,900	14,785,400
Total Expenditures	<u>56,191,500</u>	<u>56,191,500</u>	<u>57,083,900</u>
Planned Ending Fund Balance	<u>2,126,185</u>	<u>2,126,185</u>	<u>2,126,185</u>
Total Budget	<u><u>58,317,685</u></u>	<u><u>58,317,685</u></u>	<u><u>59,210,085</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	2,126,185	2,126,185	2,126,185
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 Storm Water Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In FY2016, \$42.3M is expected to be spent for the maintenance of rights-of-way and drainage infrastructure, such as storm sewers and roadside ditches. Included in the expenditures are approximately \$2.0M for the Texas Pollutant Discharge Elimination System (TPDES) permit and \$1.2M for the new ditch maintenance/outfall repair contract that will be used to transport storm water to larger ditches and bayous. In addition, \$14.8M is included in debt service, consisting of \$14.1M in principal and interest on the drainage debt and \$700,000 in pension obligation bonds.



**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

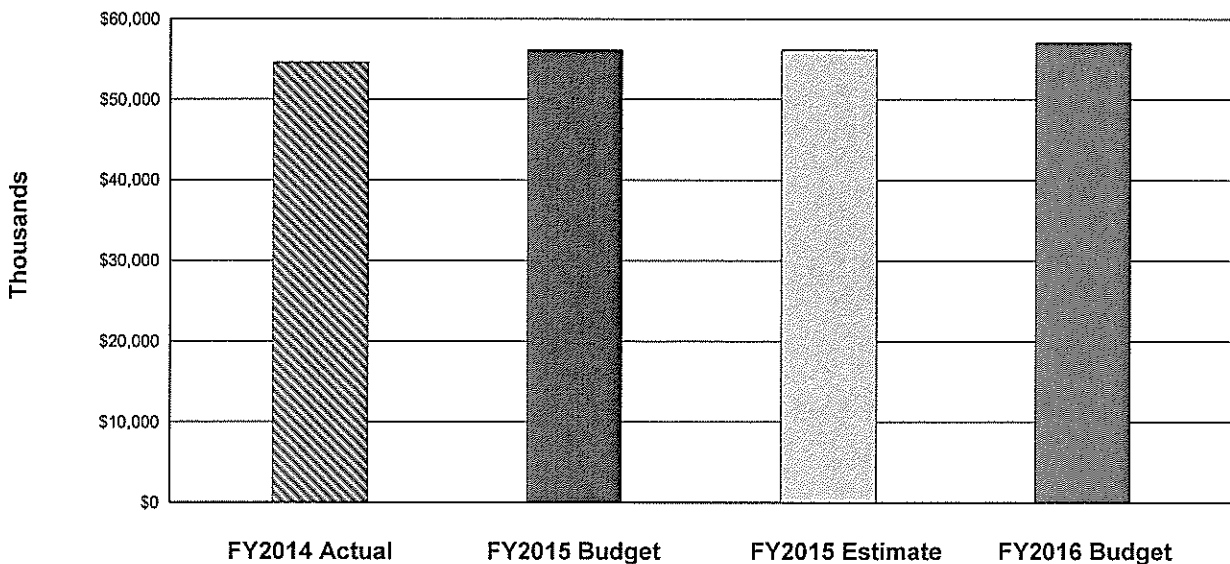
Fund Name : Storm Water  
 Business Area : Public Works & Engineering  
 Fund No. /Bus. Area No. : 2302 / 2000

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	20,141,453	21,419,643	19,660,136	22,589,700
	Supplies	2,180,380	2,505,500	2,518,700	2,366,500
	Other Services and Charges	15,815,204	13,165,757	16,025,064	13,272,300
	Equipment	2,685,051	3,542,100	2,429,100	3,992,100
	Non-Capital Equipment	26,190	63,600	63,600	77,900
	Total M & O Expenditures	40,848,278	40,696,600	40,696,600	42,298,500
	Debt Service & Other Uses	13,794,657	15,494,900	15,494,900	14,785,400
	Total Expenditure	54,642,935	56,191,500	56,191,500	57,083,900
Revenues		51,642,233	56,191,500	56,191,500	57,083,900
Staffing	Full-Time Equivalents - Civilian	348.0	364.9	326.9	354.9
	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	348.0	364.9	326.9	354.9
	Full-Time Equivalents - Overtime	27.4	23.7	21.7	24.2

**Significant  
Budget  
Changes  
and  
Highlights**

- o The FY2016 Budget provides funding for health benefits and pension contribution.
- o Includes funding to maintain the City's TPDES Storm Water Permit.
- o Provides for the de-silting, re-grading and establishment of proper elevation in roadside ditches.
- o Provides for the inspection, repair and maintenance of damaged inlets, manholes and storm sewers.
- o Provides for the maintenance, mowing and de-silting of off-road and esplanade ditches, drainage easements, mowing and herbicide application in the City's right-of-way.
- o Provides for the sweeping of the City's downtown streets and major thoroughfares.
- o Includes \$1.2M for the new ditch maintenance/outfall repair contract that will be used to transport storm water to larger ditches and bayous.
- o Receives \$14.7M from the Dedicated Drainage & Street Renewal Fund (DDSRF) to partially cover operating and maintenance expenses.

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





**FISCAL YEAR 2016 BUDGET**

<b>Business Area Performance Measures</b>					
<b>Fund Name : Storm Water</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus. Area No. : 2302 / 2000</b>					
<b>Performance Measure</b>	<b>Priority</b>	<b>FY2014 Actual</b>	<b>FY2015 Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Accident Frequency per 75,000 Miles Driven	I	<1	<1	<1	<1
Gutters Swept (curb miles)	P,Q,I	238	17,222	6,808	17,222
Inlets/Manholes Inspected	P,Q,I	46,584	40,000	40,000	N/A
Inlets/Manholes Inspected within 7 days of 311 Complaints	P,Q,I	99%	90%	80%	90%
Large Storm Lines Cleaned - Contract Only (miles)	P,Q,I	32	50	39	N/A
Major Off Road Channel De-Silted/Regraded (miles)	P,Q,I	N/A	N/A	N/A	20
Major Off Road Channel Inspections (miles)	P,Q,I	263	240	246	296
Mowing (1 cycle per year)	P,Q,I	100%	100%	100%	100%
Roadside Ditches De-Silted/Regraded (miles)	P,Q,I	266	275	225	200
Roadside Ditches Inspected (miles)	P,Q,I	N/A	N/A	N/A	240
Storm Lines Cleaned - Internal and Contract (miles)	P,Q,I	90	100	94	50
Storm Lines Cleaned - Internal Only (miles)	P,Q,I	58	50	55	N/A
Storm Sewer Lines/Leads/Inlets/Manholes Inspected (miles)	P,Q,I	342	320	326	360
Systems Availability - Distributed Servers	I	99.5%	99.5%	99.5%	99.9%
Systems Availability - Virtual Servers	I	99.5%	99.5%	99.9%	99.9%
TPDES (MS4) Water Quality Inspections	P,Q,I	788	700	700	700
Workers' Compensation Incident Frequency per 2,000 Productive Days Worked	I	<1	<1	<1	<1
Expenditures Budget vs Actual Utilization	F	93%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	93%	100%	100%	100%
<p>Mayor's Five Priorities:    Jobs and Sustainable Development (J)                      Public Safety (P)                      Infrastructure (I)</p> <p>   Fiscal Responsibility (F)                      Quality of Life (Q)</p>					

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Storm Water</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 2302 / 2000</b>						
<b>Division Description</b>	<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Street and Drainage Division 200001</b> De-silts, re-grades and establishes proper elevations in roadside ditches. Cleans and flushes culverts. Funding includes \$1.2M for the New Ditch Maintenance/Outfall Repair Program.	344.4	38,878,473	322.6	39,855,590	349.9	40,793,600
<b>Resource Management Division 200005</b> Manages payment of the principal and interest on stormwater debt and pension obligation bond debt.	0.0	15,126,699	0.0	15,505,710	0.0	14,795,400
<b>Information Technology 200008</b> Constructs and maintains the most innovative, reliable and cost-effective technological solutions available for the public infrastructure systems and the administration of PWE Department while providing users with secure data, prompt response time and high availability.	1.0	380,446	1.0	470,900	1.0	1,057,400
<b>Management Support Branch 200009</b> Provides 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.	2.6	257,317	3.3	359,300	4.0	437,500
<b>Total</b>	<b>348.0</b>	<b>54,642,935</b>	<b>326.9</b>	<b>56,191,500</b>	<b>354.9</b>	<b>57,083,900</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	3.0	3.0	0.0
ADMINISTRATIVE ASSISTANT	17	4.0	4.0	0.0
ADMINISTRATIVE ASSOCIATE	13	10.0	10.0	0.0
ADMINISTRATIVE COORDINATOR	24	1.0	1.0	0.0
ADMINISTRATIVE SPECIALIST	20	3.0	2.0	(1.0)
ASSISTANT DIRECTOR (EXEC)	32	1.0	0.0	(1.0)
ASSISTANT DIRECTOR-PUBLIC WORKS (EXEC)	34	0.0	1.0	1.0
CEMENT FINISHER	11	3.0	3.0	0.0
CLERK	5	2.0	2.0	0.0
COMMUNITY SERVICE INSPECTOR	16	4.0	4.0	0.0
CUSTODIAN LEADER	8	1.0	1.0	0.0
CUSTOMER SERVICE REP. I	13	0.8	1.0	0.2
CUSTOMER SERVICE REP. III	16	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	1.0	1.0	0.0
DIVISION MANAGER	29	1.0	1.0	0.0
ENVIRONMENTAL INVESTIGATOR II	16	8.0	6.0	(2.0)
ENVIRONMENTAL INVESTIGATOR III	20	2.0	4.0	2.0
ENVIRONMENTAL INVESTIGATOR IV	23	1.0	1.0	0.0
ENVIRONMENTAL INVESTIGATOR V	28	1.0	1.0	0.0
EQUIPMENT WORKER	13	163.0	160.0	(3.0)
FIELD SUPERVISOR	17	22.0	23.0	1.0
GIS TECHNICIAN	12	1.0	1.0	0.0
GRADUATE ENGINEER	22	0.0	1.0	1.0
INFRASTRUCTURE ASSESSMENT TECHNICIAN I	7	0.0	3.0	3.0
INSPECTOR	18	2.0	2.0	0.0
INSTRUMENT PERSON	11	4.0	4.0	0.0
LABORER	4	96.0	75.0	(21.0)
MANAGING ENGINEER	31	1.0	1.0	0.0
PROCUREMENT SPECIALIST	24	2.0	2.0	0.0
PROJECT TECHNICIAN I	8	3.0	2.0	(1.0)
PROJECT TECHNICIAN III	17	2.0	1.0	(1.0)
PUBLIC WORKS MAINTENANCE MANAGER	29	3.0	3.0	0.0
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	10.0	8.0	(2.0)
PUBLIC WORKS OPERATIONS SECTION CHIEF	22	0.0	1.0	1.0
SAFETY REPRESENTATIVE	19	1.0	1.0	0.0
SEMI-SKILLED LABORER	6	16.0	36.0	20.0
SENIOR CLERK	8	2.0	1.0	(1.0)
SENIOR DATA ENTRY OPERATOR	12	1.0	1.0	0.0
SENIOR DISPATCHER	12	2.0	2.0	0.0
SENIOR GIS ANALYST	24	1.0	1.0	0.0
SENIOR GIS TECHNICIAN	17	0.0	1.0	1.0
SENIOR OFFICE ASSISTANT	12	1.0	2.0	1.0
SENIOR PAYROLL CLERK	13	1.0	1.0	0.0
STAFF ANALYST	26	2.0	4.0	2.0
STUDENT INTERN II	10	1.0	1.0	0.0
SYSTEMS CONSULTANT	26	2.0	2.0	0.0
<b>Total FTEs</b>		<b>387.8</b>	<b>388.0</b>	<b>0.2</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>22.9</b>	<b>33.1</b>	<b>10.2</b>
<b>Full-Time Equivalents</b>		<b>364.9</b>	<b>354.9</b>	<b>(10.0)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>2000010009</b>	<b>PWE - Mowing Maintenance</b>			
434335	Recover Damage-Infrastructure	10,000	10,000	10,000
452030	Miscellaneous Revenue	5,000	5,000	5,000
<b>2000010013</b>	<b>PWE - Major Ditch Maintenance</b>			
434245	Sale of Capital Assets - Vehicles	15,000	15,000	15,000
<b>2000010018</b>	<b>PWE - Special Project</b>			
424110	Other Interfund Services	87,700	87,700	87,700
<b>2000050002</b>	<b>PWE - Financial Management</b>			
432010	Interest on Pooled Investments	60,000	60,000	60,000
490020	Transfer from Special Revenue Fund	14,012,000	14,012,000	14,712,000
490100	Transfer from Combined Utility General	42,001,800	42,001,800	42,194,200
<b>Total</b>	<b>Public Works &amp; Engineering</b>	<b>56,191,500</b>	<b>56,191,500</b>	<b>57,083,900</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	11,514,616	12,299,275	11,202,379	12,859,601
500030	Salary Part Time - Civilian	30,024	25,913	31,912	32,207
500060	Overtime - Civilian	1,343,826	1,160,469	1,063,117	1,179,186
500090	Premium Pay - Civilian	50,346	43,707	40,836	43,707
500110	Bilingual Pay - Civilian	4,519	4,520	5,198	3,616
500240	HOPE Community Service Usage	(87)	0	0	0
500250	HOPE Union Business Usage	1,971	0	0	0
501070	Pension - Civilian	2,671,489	3,119,369	2,815,160	3,518,397
501120	Termination Pay - Civilian	122,790	101,312	101,312	169,912
502010	FICA - Civilian	942,083	1,035,131	908,704	1,079,507
503010	Health Ins-Act Civilian	2,805,882	2,858,140	2,756,555	2,917,923
503015	Basic Life Insurance - Active Civilian	6,701	7,248	6,619	7,086
503050	Health/Life Insurance - Retiree Civilian	286,168	298,600	299,468	304,400
503060	Long Term Disability-Civilian	29,585	30,970	28,516	30,091
503090	Workers Compensation-Civilian-Admin	73,838	95,671	88,590	104,681
503100	Workers Compensation-Civilian-Claim	242,443	289,500	289,500	289,500
504030	Unemployment Claims - Administration	15,259	49,818	22,270	49,886
<b>Total</b>	<b>Personnel Services</b>	<b>20,141,453</b>	<b>21,419,643</b>	<b>19,660,136</b>	<b>22,589,700</b>
511010	Chemical Gases & Special Fluids	178,315	168,400	168,400	168,400
511015	Cleaning & Sanitary Supplies	21,117	17,300	23,800	17,300
511020	Construction Materials	413,342	633,300	633,300	533,300
511025	Electrical Hardware & Parts	1,588	6,600	6,600	6,600
511030	Mechanical Hardware & Parts	831	8,600	8,600	8,600
511035	Meters Hydrants & Plumbing Supplies	8,828	500	500	500
511040	Audiovisual Supplies	780	300	300	300
511045	Computer Supplies	24	3,000	3,000	3,000
511050	Paper & Printing Supplies	4,520	5,800	5,800	5,800
511055	Publications & Printed Materials	1,324	800	1,500	800
511060	Postage	112	1,500	1,500	1,500
511070	Miscellaneous Office Supplies	13,030	5,800	11,800	5,800
511080	General Laboratory Supplies	486	13,300	13,300	13,300
511090	Medical & Surgical Supplies	7,520	10,900	10,900	10,900
511095	Small Technical & Scientific Equipment	121	600	600	600
511110	Fuel	1,252,515	1,262,300	1,262,300	1,223,300
511115	Vehicle Repair & Maintenance Supplies	7,841	18,100	18,100	18,100
511120	Clothing	107,063	90,100	90,100	90,100
511125	Food Supplies	945	7,000	7,000	7,000
511140	Landscaping & Gardening Supplies	2,476	5,700	5,700	5,700
511145	Small Tools & Minor Equipment	24,196	71,400	71,400	71,400
511150	Miscellaneous Parts & Supplies	132,709	174,200	174,145	174,200
511160	Protective Gear	0	0	55	0
511165	Fire Fighting Equipment	697	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>2,180,380</b>	<b>2,505,500</b>	<b>2,518,700</b>	<b>2,366,500</b>
520100	Temporary Personnel Services	107,283	381,157	381,157	314,600
520102	Security Services	0	85,000	85,000	85,000
520106	Architectural Services	0	16,500	16,500	16,500
520107	Computer Info/Contr	5,200	100,000	100,000	50,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520108	Information Resource Services	0	17,300	17,300	17,300
520109	Medical Dental & Laboratory Services	13,870	12,700	12,700	12,700
520110	Management Consulting Services	17,339	14,500	14,500	14,500
520114	Miscellaneous Support Services	103	5,000	5,000	5,000
520115	Real Estate Lease/Office Rental	135,891	136,400	136,400	137,300
520118	Refuse Disposal	1,313,428	1,138,600	1,138,600	1,138,600
520119	Computer Eq/SW Mnt	236,684	0	0	0
520121	IT Application Svcs	113,622	84,500	112,100	111,400
520123	Vehicle & Motor Equipment Services	4,125,151	200,000	200,000	150,000
520124	Other Equipment Services	5,418	14,800	14,800	14,800
520126	Construction Site Work Services	162,234	27,100	27,100	27,100
520128	Other Construction Work Services	65,693	199,600	199,600	199,600
520141	Engineering Services	2,406,607	23,100	3,046,356	73,100
520147	Management Initiative Savings	0	810	810	0
520157	Computer Software Maintenance Services	1,621	287,000	287,000	287,000
520160	CIP-Software	34,138	52,000	52,000	52,000
520510	Mail/Delivery Services	0	3,800	3,800	3,800
520515	Print Shop Services	5,728	3,400	3,400	3,400
520520	Printing & Reproduction Services	0	300	300	300
520705	Insurance Fees	16,923	21,100	16,230	19,100
520765	Membership & Professional Fees	3,950	5,300	5,300	5,300
520805	Education & Training	31,692	78,800	78,800	104,100
520905	Travel - Training Related	8,199	8,200	8,200	8,200
521305	Indirect Cost Recovery Payment	1,120,158	1,015,100	1,015,100	1,101,500
521306	Indirect Cost -PWE	843,400	813,000	813,000	1,072,800
521405	Building Maintenance Services	62,091	120,080	70,600	70,080
521415	Land and Grounds Maintenance	1,910	2,300	2,300	2,300
521420	Infrastructure Maintenance Service	4,326,478	3,514,300	3,564,300	3,614,300
521435	Water Services	0	6,300	6,300	6,300
521510	Natural Gas	546	10,600	10,600	700
521605	Data Services	71,988	33,400	83,400	106,800
521610	Voice Services	3,294	400	400	1,200
521615	Radio Communications	7,560	7,600	7,600	7,600
521620	Voice Equipment	11,364	2,900	2,900	800
521625	Voice Labor	5,040	3,700	7,400	5,700
521630	GIS Revolving Fund Services	23,429	22,900	22,900	15,000
521635	Voice Services -Wireless	77,796	77,690	77,690	98,100
521705	Vehicle/Equipment Rental/Lease	242	1,300	1,300	1,300
521715	Office Equipment Rental	16,654	12,200	12,200	12,200
521725	Other Rental	4,479	13,000	13,000	13,000
521730	Parking Space Rental	12,262	13,500	13,500	13,500
521735	Hobby Parking Space Rental	4,725	5,400	5,400	5,500
521905	Legal Services	1,917	500	300	500
521910	Legal Svcs - Crt Report	1,147	200	400	200
522205	Metro Commuter Passes	6,239	8,800	8,800	8,800
522405	Management Savings	(283)	0	0	0
522430	Misc Othr Svcs & Chrg	34,184	32,700	32,700	32,700
522720	Interfund Payroll Services	28,773	32,000	32,000	28,300
522721	Interfund HR Client Services	252,470	286,600	286,600	257,700

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
522722	KRONOS Service Chargeback	15,569	16,800	16,800	20,600
522723	Drainage Fee Service Chargeback	51,088	51,100	51,100	51,100
522730	Interfund Engineering Services	1,543	520	0	520
522735	Interfund Communication Equipment Repair	0	200	200	200
522790	Interfund Inventory Adjustments	0	600	600	600
522795	Other Interfund Services	18,367	73,300	42,000	28,500
522845	Interfund Vehicle Services	0	4,069,800	3,860,721	3,843,200
<b>Total</b>	<b>Other Services and Charges</b>	<b>15,815,204</b>	<b>13,165,757</b>	<b>16,025,064</b>	<b>13,272,300</b>
560210	Furniture Fixtures and Equipment	0	157,000	157,000	0
560220	Vehicles	2,685,051	3,375,100	2,262,100	3,264,000
560230	Computer HW and Developed SW	0	10,000	10,000	728,100
<b>Total</b>	<b>Equipment</b>	<b>2,685,051</b>	<b>3,542,100</b>	<b>2,429,100</b>	<b>3,992,100</b>
551010	Non-Cap Office Furniture & Equipment	3,673	14,400	14,400	14,400
551015	Non-Capital Computer Equipment	22,517	49,200	49,200	63,500
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>26,190</b>	<b>63,600</b>	<b>63,600</b>	<b>77,900</b>
531150	Discretionary Debt	13,109,336	14,807,100	14,807,100	14,095,800
532050	Trans to PIB Bonds Debt Service	685,321	687,800	687,800	689,600
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>13,794,657</b>	<b>15,494,900</b>	<b>15,494,900</b>	<b>14,785,400</b>
<b>Grand Total Expenditures</b>		<b>54,642,935</b>	<b>56,191,500</b>	<b>56,191,500</b>	<b>57,083,900</b>

## SPECIAL REVENUE FUNDS

Administration and Regulatory Affairs	
BARC.....	X - 2
Parking Management.....	X - 12
General Services/Parks and Recreation	
Maintenance Renewal and Replacement .....	X - 20
Health	
Essential Public Health Services Fund .....	X - 34
Health Special Revenue .....	X - 42
Laboratory Operations and Maintenance.....	X - 52
Special Waste .....	X - 58
Swimming Pool Safety Fund .....	X - 66
Library	
Digital Houston.....	X - 74
Mayor's Office	
Houston Emergency Center.....	X - 80
Cable Television .....	X - 88
Houston Civic Events Special Revenue Fund .....	X - 96
Municipal Courts	
Municipal Courts Building Security .....	X - 102
Municipal Courts Technology Fee .....	X - 108
Juvenile Case Manager Fee.....	X - 114
Office of Business Opportunity	
Contractors Responsibility Fund.....	X - 120
Parks and Recreation	
Bayou Greenway 2020 .....	X - 128
Park Golf Special Fund .....	X - 136
Parks Special Revenue.....	X - 144
Planning & Development/Library	
Historic Preservation .....	X - 154
Police	
Asset Forfeiture.....	X - 164
Auto Dealers .....	X - 172
Child Safety Fund .....	X - 182
Forensic Transition Special Fund .....	X - 190
Police Special Services.....	X - 198
Supplemental Environmental Protection.....	X - 208
Public Works and Engineering	
Building Inspection.....	X - 216
Houston TranStar Center.....	X - 228
Solid Waste	
Recycling Expansion Program.....	X - 236



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	1,273,506	1,273,506	874,860
Current Revenues	11,608,038	11,813,709	11,485,416
Total Available Resources	12,881,544	13,087,215	12,360,276
Maintenance and Operations	12,212,355	12,212,355	12,360,276
Total Expenditures	12,212,355	12,212,355	12,360,276
Planned Ending Fund Balance	669,189	874,860	0
Total Budget	12,881,544	13,087,215	12,360,276

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	669,189	874,860	0
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 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 animal care and to protect the public health 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.

Mayor Parker requested that City Council create the BARC Special Revenue Fund to segregate public donations funding BARC programs from other City Revenue, ensuring that donations are used only for the purposes of which they are donated. 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 Affairs General Fund.

Since its creation, BARC Special Revenue Fund has continued to improve the level of service available to citizens. 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.

For FY2016, BARC's New Adoption Center will open its doors five days a week for adoptions only, this will allow citizens the opportunity to adopt a pet without any interference from the other services provided at BARC. As a result BARC will enhance its animal release initiatives and save more animal lives. At the same time BARC will expand its awareness programs by employing additional outreach personnel to reach citizens in targeted areas of the City of Houston and make sure that BARC's services are known to the public.

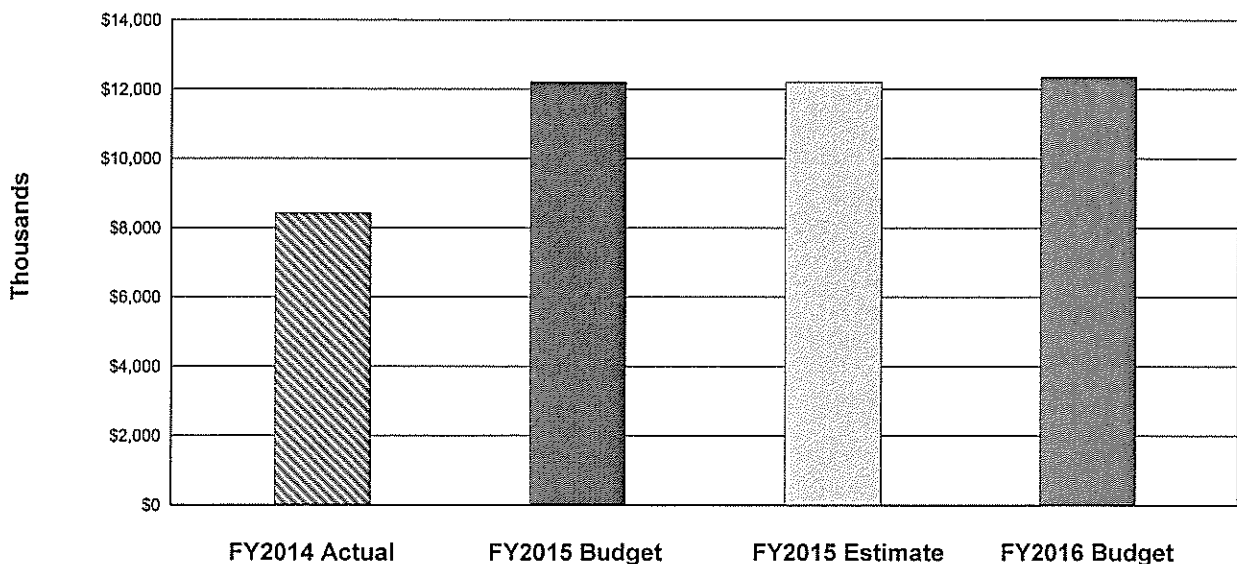
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	5,662,714	7,773,350	7,339,722	8,107,774
	Supplies	1,217,003	1,480,715	1,743,300	1,611,735
	Other Services and Charges	1,478,497	2,603,750	2,774,793	2,640,767
	Equipment	69,562	278,000	278,000	0
	Non-Capital Equipment	1,818	76,540	76,540	0
	Total M & O Expenditures	8,429,594	12,212,355	12,212,355	12,360,276
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	8,429,594	12,212,355	12,212,355	12,360,276
<b>Revenues</b>		8,920,017	11,608,038	11,813,709	11,485,416
<b>Staffing</b>	Full-Time Equivalents - Civilian	84.5	110.1	104.2	112.8
	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	84.5	110.1	104.2	112.8
	Full-Time Equivalents - Overtime	0.1	0.0	0.1	0.1
<b>Significant Budget Changes and Highlights</b>	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Includes an estimated revenue increase of 119% in Animal Wellness Clinic from \$160,000 to \$350,000.				
	o Includes an estimated revenue increase of 67% in Private Contribution from \$90,000 to \$150,000.				
	o BARC will be funded at \$5.55 per capita in FY2016, which represents an increase of 5.2% compared to FY2015 when BARC was funded at \$5.27 per capita.				

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



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Animal Live Release Rate	Q	57%	53%	80%	62%
Animals Trapped, Neutered, and Returned	Q,P	1,219	1,217	1,278	1,339
Completed Service Calls for Animal Control Officers	P	N/A	N/A	N/A	23,652
Service Calls for Animal Control Officers	P	N/A	N/A	N/A	50,454
Spay and Neuter Procedures Completed	Q,P	8,859	10,694	12,144	14,560
Expenditures Budget vs Actual Utilization	F	94%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	104%	100%	102%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : BARC Special Revenue</b> <b>Business Area : Administration and Regulatory Affairs</b> <b>Fund No. /Bus Area No. : 2427 / 6500</b>						
<b>Division Description</b>	<b>FY2014 Actual FTEs</b>	<b>Costs \$</b>	<b>FY2015 Estimate FTEs</b>	<b>Costs \$</b>	<b>FY2016 Budget FTEs</b>	<b>Costs \$</b>
<b>ARA - Special Initiatives 650009</b> Special Initiatives coordinates and maintains oversight over BARC's programs that target increased live release rate through animal transport, intake prevention through spaying and neutering, and sponsored adoption events.	0.0	0	1.8	833,744	2.0	880,310
<b>ARA - Administration 650081</b> Administration provides support for operations within the BARC division through the facilitation of purchasing, policy, training, budget, warehousing, facility improvements, and other administrative services.	7.2	1,460,527	6.0	2,199,767	4.0	1,770,833
<b>ARA - Medical 650082</b> 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.	19.0	2,332,991	5.4	1,928,124	5.6	1,901,896
<b>ARA - Animal Enforcement 650083</b> 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.	20.8	1,454,784	32.0	2,486,715	33.0	2,421,706
<b>ARA - Marketing Outreach 650084</b> 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.	5.0	433,935	5.8	509,209	7.7	736,296
<b>ARA - Customer Service 650085</b> Customer Service assists the citizens of Houston with animal intakes, adoptions, pet licensing, and other customer related activity through providing exemplary service for customers that interact and transact with BARC's front counter.	5.6	608,625	7.0	821,659	9.5	899,780

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : BARC Special Revenue						
Business Area : Administration and Regulatory Affairs						
Fund No. /Bus Area No. : 2427 / 6500						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
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 the City of Houston's legal and compliance requirements are met in full.	3.7	368,347	4.0	440,788	5.0	462,880
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.	23.2	1,770,385	42.2	2,992,349	46.0	3,286,575
Total	84.5	8,429,594	104.2	12,212,355	112.8	12,360,276

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	0.0	1.0	1.0
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	0.0
ADMINISTRATIVE SPECIALIST	20	6.7	6.7	0.0
ADMINISTRATIVE SUPERVISOR	22	0.0	1.0	1.0
ANIMAL CARE TECHNICIAN	11	23.5	21.0	(2.5)
ANIMAL CONTROL MANAGER	25	2.0	2.0	0.0
ANIMAL CONTROL OFFICER	13	22.0	13.0	(9.0)
ANIMAL CONTROL OFFICER TRAINEE	11	5.0	9.0	4.0
ANIMAL CONTROL SUPERVISOR	22	2.0	3.0	1.0
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	0.0
CHIEF VETERINARIAN,DVM	30	1.0	1.0	0.0
CUSTOMER SERVICE REP. II	15	11.9	12.6	0.7
CUSTOMER SERVICE REP. III	16	4.0	3.0	(1.0)
CUSTOMER SERVICE SUPERVISOR	18	0.0	2.0	2.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	1.0	0.0
DIVISION MANAGER	29	0.0	1.0	1.0
KENNEL ATTENDANT	8	1.0	0.0	(1.0)
MANAGEMENT ANALYST II	18	1.0	0.0	(1.0)
MANAGEMENT ANALYST III	21	0.0	1.0	1.0
OFFICE SERVICE MANAGER	23	2.0	3.0	1.0
SENIOR ANIMAL CARE TECHNICIAN	15	7.0	7.0	0.0
SENIOR ANIMAL CONTROL OFFICER	16	0.0	4.0	4.0
SENIOR INVENTORY MANAGEMENT CLERK	12	1.0	1.0	0.0
SHELTER SUPERVISOR	22	3.0	2.0	(1.0)
STAFF ANALYST	26	1.0	1.0	0.0
STAFF VETERINARIAN,DVM	28	3.4	3.6	0.2
VETERINARIAN TECHNICIAN SUPERVISOR	21	1.0	3.0	2.0
VETERINARY TECHNICIAN	15	13.6	14.0	0.4
<b>Total FTEs</b>		<b>115.1</b>	<b>118.9</b>	<b>3.8</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>5.0</b>	<b>6.1</b>	<b>1.1</b>
<b>Full-Time Equivalents</b>		<b>110.1</b>	<b>112.8</b>	<b>2.7</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
6500080008	ARA - BARC			
421080	Rabies Control Licenses	925,338	870,338	875,046
426050	Animal Control Fees	95,719	120,000	120,000
426060	Clinical Fees	160,000	320,000	350,000
432010	Interest on Pooled Investments	41,521	46,264	41,521
434230	Animal Adoption	205,000	205,000	215,000
444010	Private Contributions	90,000	160,000	150,000
452030	Miscellaneous Revenue	0	1,647	0
490010	Transfer from General Fund	10,090,460	10,090,460	9,733,849
<b>Total</b>	<b>Administration and Regulatory Affairs</b>	<b>11,608,038</b>	<b>11,813,709</b>	<b>11,485,416</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	3,589,261	4,690,606	4,371,888	5,032,127
500030	Salary Part Time - Civilian	101,750	107,604	107,604	107,108
500060	Overtime - Civilian	1,676	13,000	13,000	13,000
500090	Premium Pay - Civilian	4,574	9,500	9,500	9,500
500110	Bilingual Pay - Civilian	16,442	26,744	26,744	27,120
501050	Employee Awards	535	0	0	0
501070	Pension - Civilian	835,664	1,189,541	1,101,264	1,376,789
501120	Termination Pay - Civilian	29,936	20,000	20,000	20,000
502010	FICA - Civilian	269,415	369,896	343,263	395,726
503010	Health Ins-Act Civilian	694,355	1,142,799	1,142,799	918,237
503015	Basic Life Insurance - Active Civilian	2,156	2,742	2,742	2,863
503060	Long Term Disability-Civilian	7,226	9,416	9,416	9,567
503090	Workers Compensation-Civilian-Admin	18,237	29,462	29,462	33,697
503100	Workers Compensation-Civilian-Claim	79,106	130,000	130,000	130,000
504030	Unemployment Claims - Administration	12,381	32,040	32,040	32,040
<b>Total</b>	<b>Personnel Services</b>	<b>5,662,714</b>	<b>7,773,350</b>	<b>7,339,722</b>	<b>8,107,774</b>
511010	Chemical Gases & Special Fluids	2,017	3,500	3,500	6,900
511015	Cleaning & Sanitary Supplies	87,506	91,324	131,227	153,982
511020	Construction Materials	0	0	537	0
511025	Electrical Hardware & Parts	352	2,000	2,000	2,000
511030	Mechanical Hardware & Parts	60	510	780	510
511040	Audiovisual Supplies	0	3,060	3,060	2,030
511045	Computer Supplies	6,179	8,060	8,060	6,770
511050	Paper & Printing Supplies	3,135	5,916	5,916	7,416
511055	Publications & Printed Materials	3,485	6,936	6,936	5,534
511060	Postage	40,737	50,000	50,000	50,000
511070	Miscellaneous Office Supplies	31,257	28,018	28,018	28,018
511080	General Laboratory Supplies	350	0	0	0
511085	Drugs & Medical Chemicals	16,310	24,407	80,100	59,572
511090	Medical & Surgical Supplies	43,339	56,854	86,914	89,521
511095	Small Technical & Scientific Equipment	4,561	5,000	5,000	5,000
511100	Veterinary & Animal Supplies	778,537	877,472	1,014,401	968,606
511110	Fuel	129,010	225,566	225,566	126,030
511115	Vehicle Repair & Maintenance Supplies	82	1,020	1,020	1,020
511120	Clothing	25,282	42,078	42,078	47,628
511125	Food Supplies	803	1,000	1,000	1,000
511145	Small Tools & Minor Equipment	2,650	3,530	4,800	5,734
511150	Miscellaneous Parts & Supplies	41,351	44,464	42,387	44,464
<b>Total</b>	<b>Supplies</b>	<b>1,217,003</b>	<b>1,480,715</b>	<b>1,743,300</b>	<b>1,611,735</b>
520100	Temporary Personnel Services	237,178	250,000	450,425	250,000
520102	Security Services	5,314	9,412	9,412	9,883
520103	Subrecipient Contract Services	149,925	515,180	515,180	545,280
520108	Information Resource Services	5,715	0	0	0
520109	Medical Dental & Laboratory Services	1,581	2,202	2,202	2,202
520110	Management Consulting Services	20,000	12,000	12,000	12,000
520114	Miscellaneous Support Services	9,376	11,320	16,500	21,500
520118	Refuse Disposal	1,957	2,082	2,082	2,300
520119	Computer Eq/SW Mnt	80,112	96,425	96,425	116,521
520120	Communications Equipment Services	914	1,020	1,020	1,070
520121	IT Application Svcs	0	27,189	33,848	30,683
520123	Vehicle & Motor Equipment Services	58,816	0	0	0
520124	Other Equipment Services	3,655	3,200	6,653	6,700
520126	Construction Site Work Services	10,000	72,141	72,141	0
520143	Credit/Bank Card Services	10,419	9,438	9,438	9,910



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520510	Mail/Delivery Services	1,610	519	519	550
520515	Print Shop Services	31,213	40,619	37,166	61,619
520520	Printing & Reproduction Services	7,770	9,591	9,591	9,591
520605	Advertising Services	19,486	39,487	39,487	65,136
520705	Insurance Fees	9,267	15,773	15,773	14,910
520765	Membership & Professional Fees	2,129	4,600	4,600	4,600
520805	Education & Training	8,634	10,000	10,000	10,000
520905	Travel - Training Related	12,700	12,318	12,209	12,318
520910	Travel - Non-Training Related	0	0	109	0
521405	Building Maintenance Services	2,747	30,000	24,820	30,000
521415	Land and Grounds Maintenance	700	0	0	0
521505	Electricity	127,720	236,108	236,108	174,991
521510	Natural Gas	18,853	18,874	18,874	17,299
521605	Data Services	11,808	28,627	37,528	43,023
521610	Voice Services	19,032	40,841	40,841	35,630
521625	Voice Labor	2,731	0	0	0
521630	GIS Revolving Fund Services	7,352	14,004	13,900	14,779
521635	Voice Services -Wireless	1,059	47,385	2,547	23,057
521705	Vehicle/Equipment Rental/Lease	1,360	2,040	2,040	2,240
521715	Office Equipment Rental	23,723	24,377	24,377	25,596
521725	Other Rental	2,890	4,500	4,500	4,500
521735	Hobby Parking Space Rental	1,800	0	0	0
521905	Legal Services	2,100	0	0	0
522305	Freight Charges	1,948	3,000	3,000	3,000
522410	Cashier Shortages	9	0	0	0
522430	Misc Othr Svcs & Chrg	87,365	369,865	369,865	387,555
522721	Interfund HR Client Services	65,296	93,744	93,744	109,548
522722	KRONOS Service Chargeback	3,732	3,947	3,947	4,807
522730	Interfund Engineering Services	804	2,608	2,608	0
522795	Other Interfund Services	398,571	433,935	433,935	433,935
522845	Interfund Vehicle Services	9,126	105,379	105,379	144,034
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,478,497</b>	<b>2,603,750</b>	<b>2,774,793</b>	<b>2,640,767</b>
560220	Vehicles	69,562	278,000	278,000	0
<b>Total</b>	<b>Equipment</b>	<b>69,562</b>	<b>278,000</b>	<b>278,000</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	1,818	0	0	0
551015	Non-Capital Computer Equipment	0	53,600	53,600	0
551030	Non-Capital Machinery & Equipment	0	22,940	22,940	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>1,818</b>	<b>76,540</b>	<b>76,540</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>8,429,594</b>	<b>12,212,355</b>	<b>12,212,355</b>	<b>12,360,276</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	2,201,139	2,201,139	1,977,052
Current Revenues	18,313,167	19,047,793	19,062,853
Total Available Resources	<u>20,514,306</u>	<u>21,248,932</u>	<u>21,039,905</u>
Maintenance and Operations	11,330,079	10,598,250	12,260,313
Debt Services	1,673,630	1,673,630	1,673,630
Other Interfund Transfers	7,000,000	7,000,000	7,000,000
Total Expenditures	<u>20,003,709</u>	<u>19,271,880</u>	<u>20,933,943</u>
Planned Ending Fund Balance	<u>510,597</u>	<u>1,977,052</u>	<u>105,962</u>
Total Budget	<u><u>20,514,306</u></u>	<u><u>21,248,932</u></u>	<u><u>21,039,905</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	510,597	1,977,052	105,962
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, FY2015 Estimate and FY2016 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.

The Parking Management Special Fund also includes the collection of and recording of receipts from parking permits and meters located within the Washington Avenue Parking Benefit District (PBD). In accordance with Ordinance No. 2012-1097 that created the district pilot parking program, net revenue proceeds collected on behalf of the Washington Avenue Parking Benefit District are to be used to fund projects such as streetscape improvements within the district boundaries. The PBD generated more than \$100,000 in gross revenues as of FY2014 and is able to fund projects. FY2016 potential projects include bike racks, b-cycle stations and new bus shelters. The Advisory Committee is charged with vetting and developing the project list.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

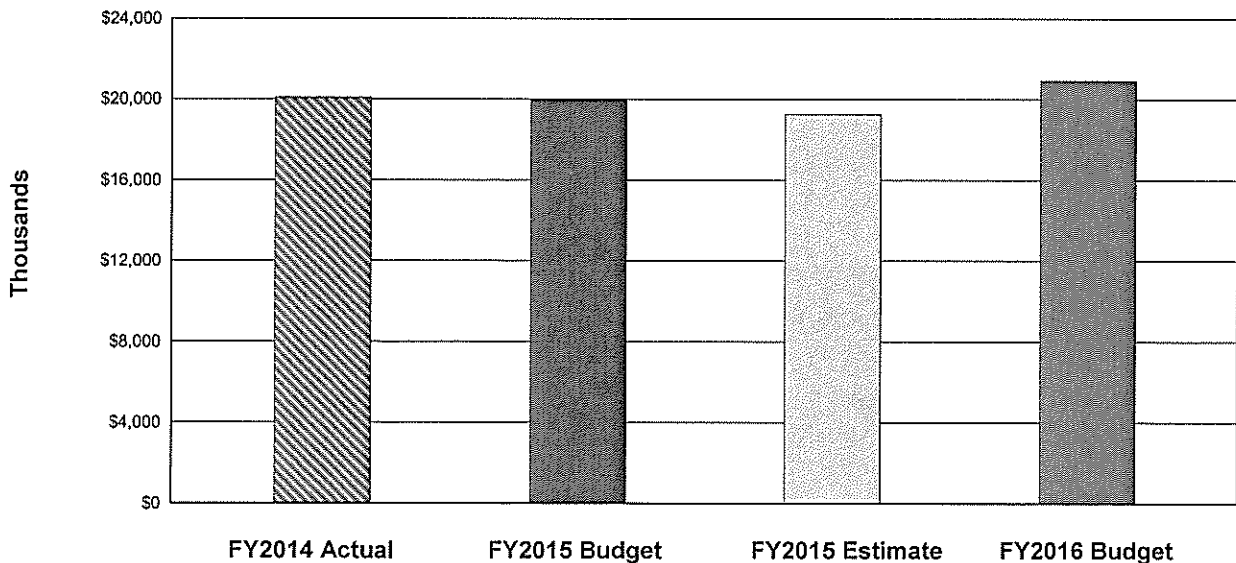
**Fund Name :** Parking Management Funds  
**Business Area :** Administration and Regulatory Affairs  
**Fund No. /Bus. Area No. :** 8700 / 6500

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	4,252,897	4,786,118	4,606,461	4,845,349
	Supplies	465,069	716,938	717,496	717,438
	Other Services and Charges	4,159,286	5,377,537	4,896,231	6,505,026
	Equipment	272,457	180,437	159,013	192,500
	Non-Capital Equipment	20,121	269,049	219,049	0
	Total M & O Expenditures	9,169,830	11,330,079	10,598,250	12,260,313
	Debt Service & Other Uses	10,922,583	8,673,630	8,673,630	8,673,630
	<b>Total Expenditure</b>	<b>20,092,413</b>	<b>20,003,709</b>	<b>19,271,880</b>	<b>20,933,943</b>
<b>Revenues</b>		19,201,259	18,313,167	19,047,793	19,062,853
<b>Staffing</b>	Full-Time Equivalents - Civilian	69.3	75.0	70.5	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	69.3	75.0	70.5	75.0
	Full-Time Equivalents - Overtime	1.0	0.9	1.3	0.9

**Significant  
Budget  
Changes  
and  
Highlights**

- o The FY2016 Budget provides funding for health benefits and pension contribution.
- o Includes Parking Management's transfer to General Fund of \$7M.
- o Provides funding for the new Automated Parking Guidance System of \$900K.
- o Provides funding for Washington Avenue Parking Benefit District project of \$111,133.
- o Includes Indirect Cost Allocation payment of \$1.56M.

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



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Meter Transactions	F	2,625,045	2,263,262	2,404,107	2,404,107
Parking Citations Issued	P	199,939	200,000	200,000	200,000
Parking Citations Paid	F	142,966	146,000	139,000	139,000
Vehicle Boots Applied	P	2,042	2,066	2,231	2,530
Expenditures Budget vs Actual Utilization	F	96%	98%	96%	98%
Revenues Budget vs Actual Utilization	F	102%	100%	104%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name :</b> Parking Management Funds <b>Business Area :</b> Administration and Regulatory Affairs <b>Fund No./Bus Area No. :</b> 8700 / 6500						
<b>Division Description</b>	<b>FY2014 Actual FTEs</b>	<b>Costs \$</b>	<b>FY2015 Estimate FTEs</b>	<b>Costs \$</b>	<b>FY2016 Budget FTEs</b>	<b>Costs \$</b>
<b>Administration &amp; Customer Service 650091</b> 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.	18.7	14,701,156	19.7	14,127,212	21.0	15,041,021
<b>Compliance 650092</b> Meter Enforcement staff are responsible for monitoring citizens compliance with the City of Houston's on-street parking ordinance. Search for and boot vehicles for failure to pay parking citations.	34.1	2,280,402	35.3	2,597,680	37.0	2,507,377
<b>Meter Operation 650093</b> 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.	16.5	3,110,855	15.5	2,546,988	17.0	3,274,412
<b>Washington Avenue PBD 650094</b> The Washington Avenue Parking Benefit District (PBD) comprises 350 metered parking spaces and the City shares revenue with the District for public improvement projects per Chapter 26, Article XI of the City Code. The meter revenue split is 60 percent net of costs. The PBD Advisory Committee is charged with developing the project list for the district per Sec. 26-701 in the Code of Ordinances.	0.0	0	0.0	0	0.0	111,133
<b>Total</b>	<b>69.3</b>	<b>20,092,413</b>	<b>70.5</b>	<b>19,271,880</b>	<b>75.0</b>	<b>20,933,943</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSISTANT		1.0	1.0	0.0
ADMINISTRATIVE SPECIALIST		3.0	3.0	0.0
DIVISION MANAGER		4.0	5.0	1.0
STAFF ANALYST		1.0	1.0	0.0
ASSISTANT DIRECTOR (EXEC)		1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)		1.0	0.0	(1.0)
MANAGEMENT ANALYST III		1.0	1.0	0.0
ACCOUNTANT		1.0	1.0	0.0
FINANCIAL ANALYST III		1.0	0.0	(1.0)
COLLECTIONS SUPERVISOR		1.0	1.0	0.0
DATA CONTROL CLERK		1.0	1.0	0.0
SYSTEMS SUPPORT ANALYST III		1.0	1.0	0.0
SEMI-SKILLED LABORER		1.0	1.0	0.0
FIELD SUPERVISOR		3.0	3.0	0.0
MAINTENANCE MECHANIC II		6.0	6.0	0.0
EQUIPMENT WORKER		1.0	1.0	0.0
MAINTENANCE SUPERVISOR		1.0	1.0	0.0
PARKING METER COLLECTOR		5.0	1.0	(4.0)
PARKING ENFORCEMENT OFFICER		29.0	29.0	0.0
PARKING ENFORCEMENT LEADER		3.0	3.0	0.0
PARKING METER TECHNICIAN		0.0	4.0	4.0
CUSTOMER SERVICE REP. I		6.0	6.0	0.0
CUSTOMER SERVICE REP. II		1.0	1.0	0.0
CUSTOMER SERVICE REP. III		0.0	1.0	1.0
CUSTOMER SERVICE SUPERVISOR		2.0	2.0	0.0
<b>Total FTEs</b>		<b>75.0</b>	<b>75.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>75.0</b>	<b>75.0</b>	<b>0.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>6500090001</b>	<b>ARA - Parking Customer Services</b>			
421250	Valet Parking Operator Permits	56,299	62,768	62,768
421280	Other Licenses & Permits	226,329	226,329	226,329
427020	Parking Violations	9,207,987	9,207,987	9,207,987
427090	Residential Parking Permit	115,000	130,000	130,000
427230	Boot Fees	456,586	493,052	559,131
428080	Returned Check Charges	1,000	1,000	1,000
432010	Interest on Pooled Investments	34,000	34,000	34,000
447010	Metered Parking Revenue	6,427,665	6,827,665	6,827,665
447030	Surface Parking Revenue	1,053,000	960,143	1,053,000
447031	Commerce Surface Lot Revenue	34,370	(7,194)	34,370
447033	Commerce Street Annex Surface Lot Rev	20,520	20,520	20,520
447035	Washington Ave Parking Revenue	138,960	138,960	141,000
447040	Contract Parking Revenue	540,866	942,071	764,498
452020	Recoveries & Refunds	0	9,557	0
452030	Miscellaneous Revenue	0	350	0
456256	Newsrack Permit and Decal Fees	585	585	585
<b>Total Administration and Regulatory Affairs</b>		<b>18,313,167</b>	<b>19,047,793</b>	<b>19,062,853</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Job Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	2,723,190	3,061,757	2,940,692	3,075,310
500060	Overtime - Civilian	59,218	42,000	50,000	50,000
500090	Premium Pay - Civilian	12,260	16,000	10,840	10,840
500110	Bilingual Pay - Civilian	10,768	10,854	12,613	12,613
501050	Employee Awards	773	1,000	1,000	1,000
501070	Pension - Civilian	640,162	776,466	745,759	841,412
501120	Termination Pay - Civilian	6,866	5,000	5,000	5,000
502010	FICA - Civilian	203,846	239,434	230,650	240,685
503010	Health Ins-Act Civilian	526,333	556,604	534,048	529,003
503015	Basic Life Insurance - Active Civilian	1,600	1,778	1,691	1,786
503050	Health/Life Insurance - Retiree Civilian	3,838	4,200	4,200	4,200
503060	Long Term Disability-Civilian	5,969	6,375	6,061	6,375
503090	Workers Compensation-Civilian-Admin	14,670	19,650	18,907	22,125
503100	Workers Compensation-Civilian-Claim	35,472	35,000	35,000	35,000
504030	Unemployment Claims - Administration	7,932	10,000	10,000	10,000
<b>Total</b>	<b>Personnel Services</b>	<b>4,252,897</b>	<b>4,786,118</b>	<b>4,606,461</b>	<b>4,845,349</b>
511010	Chemical Gases & Special Fluids	1,323	3,585	3,585	3,585
511015	Cleaning & Sanitary Supplies	6,890	15,000	15,000	15,000
511020	Construction Materials	47,494	41,050	41,050	41,050
511025	Electrical Hardware & Parts	227,679	191,700	191,700	191,700
511030	Mechanical Hardware & Parts	16,153	57,015	57,015	57,015
511045	Computer Supplies	3,964	10,850	10,850	10,850
511050	Paper & Printing Supplies	2,640	83,300	83,300	83,300
511055	Publications & Printed Materials	751	500	1,058	1,000
511060	Postage	4,579	10,450	10,450	10,450
511070	Miscellaneous Office Supplies	26,876	24,560	24,560	24,560
511090	Medical & Surgical Supplies	79	0	0	0
511110	Fuel	83,883	186,415	186,415	186,415
511115	Vehicle Repair & Maintenance Supplies	1,915	5,750	5,750	5,750
511120	Clothing	26,694	59,750	59,750	59,750
511125	Food Supplies	3,853	6,500	6,500	6,500
511145	Small Tools & Minor Equipment	3,391	12,200	12,200	12,200
511150	Miscellaneous Parts & Supplies	6,471	6,313	6,313	6,313
511160	Protective Gear	434	2,000	2,000	2,000
<b>Total</b>	<b>Supplies</b>	<b>465,069</b>	<b>716,938</b>	<b>717,496</b>	<b>717,438</b>
520100	Temporary Personnel Services	23,467	15,000	15,000	15,000
520102	Security Services	33,218	40,013	40,013	41,213
520108	Information Resource Services	45,405	110,513	95,513	95,513
520109	Medical Dental & Laboratory Services	1,665	2,200	2,200	2,200
520110	Management Consulting Services	186,298	245,527	245,527	200,000
520112	Banking Services	15,548	85,203	85,203	85,203
520114	Miscellaneous Support Services	539,577	528,165	528,165	528,165
520115	Real Estate Lease/Office Rental	229,556	266,520	266,520	287,060
520118	Refuse Disposal	2,208	5,400	5,400	5,400
520119	Computer Eq/SW Mnt	95,034	203,750	203,750	203,750
520120	Communications Equipment Services	123,079	140,340	140,340	140,340
520121	IT Application Svcs	69,187	57,325	57,325	57,325
520123	Vehicle & Motor Equipment Services	98,489	0	0	0
520124	Other Equipment Services	8,439	22,031	22,031	22,031
520126	Construction Site Work Services	38,345	25,480	26,354	26,354
520128	Other Construction Work Services	11,468	238,448	217,667	925,628
520141	Engineering Services	0	48,000	7,000	48,000
520143	Credit/Bank Card Services	253,879	245,000	296,422	296,422
520510	Mail/Delivery Services	142,214	165,000	165,000	165,000
520515	Print Shop Services	5,610	12,500	12,500	12,500

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Job Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520520	Printing & Reproduction Services	80,139	107,345	82,000	107,345
520605	Advertising Services	1,655	3,000	3,000	3,000
520705	Insurance Fees	914	1,148	1,148	1,487
520765	Membership & Professional Fees	2,206	5,349	5,349	5,349
520805	Education & Training	12,889	26,116	26,116	26,116
520905	Travel - Training Related	17,263	19,400	19,400	19,400
521305	Indirect Cost Recovery Payment	522,617	1,322,378	836,269	1,529,128
521405	Building Maintenance Services	3,120	34,500	34,500	34,500
521415	Land and Grounds Maintenance	5,277	56,000	26,000	32,000
521505	Electricity	22,732	22,576	22,576	22,576
521510	Natural Gas	0	3,600	3,600	3,600
521515	Electricity Fran Fee Exp	584	0	778	778
521605	Data Services	31,618	39,014	39,014	39,014
521610	Voice Services	3,451	3,479	3,479	3,479
521620	Voice Equipment	234	0	0	0
521625	Voice Labor	248	0	822	0
521630	GIS Revolving Fund Services	2,902	11,161	11,161	11,161
521635	Voice Services -Wireless	149,968	143,163	226,098	226,098
521705	Vehicle/Equipment Rental/Lease	2,361	4,618	4,618	4,618
521715	Office Equipment Rental	7,280	15,800	15,800	15,800
521725	Other Rental	1,768	3,719	3,719	3,719
521730	Parking Space Rental	972	0	972	972
522205	Metro Commuter Passes	2,785	5,000	5,000	5,000
522305	Freight Charges	2,303	8,450	8,450	8,450
522430	Misc Othr Svcs & Chrg	926,307	401,124	401,124	561,024
522721	Interfund HR Client Services	52,400	82,584	82,584	82,584
522722	KRONOS Service Chargeback	2,717	3,344	3,344	3,344
522730	Interfund Engineering Services	0	874	0	0
522795	Other Interfund Services	377,180	485,380	485,380	485,380
522820	Interfund EB Cape Training	2,710	0	0	0
522845	Interfund Vehicle Services	0	112,000	112,000	112,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>4,159,286</b>	<b>5,377,537</b>	<b>4,896,231</b>	<b>6,505,026</b>
560210	Furniture Fixtures and Equipment	236,362	15,000	15,000	15,000
560220	Vehicles	36,095	165,437	144,013	177,500
<b>Total</b>	<b>Equipment</b>	<b>272,457</b>	<b>180,437</b>	<b>159,013</b>	<b>192,500</b>
551015	Non-Capital Computer Equipment	12,061	269,049	219,049	0
551030	Non-Capital Machinery & Equipment	8,060	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>20,121</b>	<b>269,049</b>	<b>219,049</b>	<b>0</b>
531145	Transfers for Interest	1,519,446	1,673,630	1,673,630	1,673,630
532005	Transfers to General Fund	9,403,137	7,000,000	7,000,000	7,000,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>10,922,583</b>	<b>8,673,630</b>	<b>8,673,630</b>	<b>8,673,630</b>
<b>Grand Total Expenditures</b>		<b>20,092,413</b>	<b>20,003,709</b>	<b>19,271,880</b>	<b>20,933,943</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name : Maintenance Renewal and Replacement**

**Fund No./Bus. Area No. : 2105 / 2500 / 3600**

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	14,288,667	14,288,667	16,431,223
Total Available Resources	14,288,667	14,288,667	16,431,223
Maintenance and Operations	14,288,667	14,288,667	16,431,223
Total Expenditures	14,288,667	14,288,667	16,431,223
 Planned Ending Fund Balance	 0	 0	 0
 Total Budget	 <u>14,288,667</u>	 <u>14,288,667</u>	 <u>16,431,223</u>
<b><u>Fund Balance Distribution</u></b>			
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 FY2015 Budget, FY2015 Estimate and FY2016 Budget for the Maintenance Renewal and Replacement (MRR) Fund. Also, included are the beginning and ending fund balances, total revenues and total expenditures.

The Maintenance Renewal and Replacement Fund was created to provide funding for the maintenance and replacement of building systems in order to protect and preserve the City of Houston's assets and investments. This fund recognizes the shared responsibility of the City and its departments to maintain, upgrade, or replace building systems including security systems as they approach the end of their useful life cycle and addresses development and maintenance of the physical infrastructure and security systems including, but not limited to monitoring equipment.

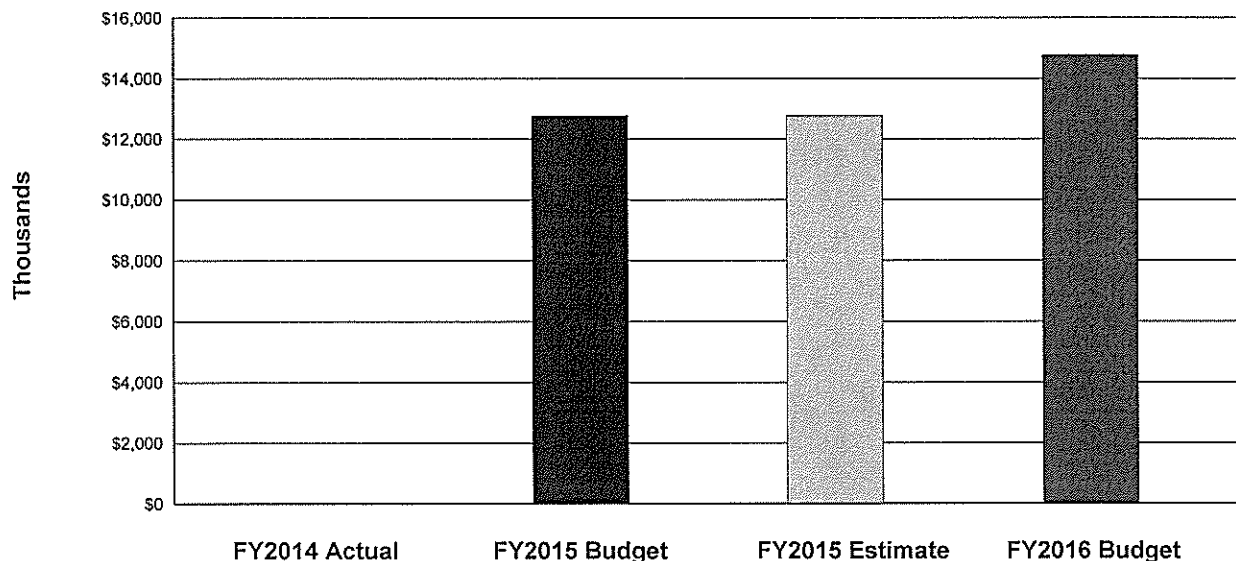
The General Services Department will utilize the funding to evaluate and promote proactive maintenance, renewal and replacement programs for the properties it manages including, but not limited to Police, Fire, Health, Library, Administrative & Regulatory Affairs, Municipal Courts, Public Works and Houston TranStar.

The Parks and Recreation Department will utilize the funding to avoid deferred maintenance issues and retain usable condition of its facilities and assets.

**FISCAL YEAR 2016 BUDGET**

Business Area Budget Summary					
Fund Name		Maintenance Renewal and Replacement			
Business Area		General Services			
Fund No. /Bus. Area No.		2105 / 2500			
		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	0	5,139,966	4,762,134	5,528,400
	Supplies	0	982,658	1,170,713	1,568,790
	Other Services and Charges	0	6,524,405	6,714,182	7,684,953
	Equipment	0	128,200	128,200	0
	Non-Capital Equipment	0	4,313	4,313	0
	Total M & O Expenditures	0	12,779,542	12,779,542	14,782,143
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	0	12,779,542	12,779,542	14,782,143
Revenues		0	12,779,542	12,779,542	14,782,143
Staffing	Full-Time Equivalents - Civilian	0.0	74.8	69.7	77.0
	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	74.8	69.7	77.0
	Full-Time Equivalents - Overtime	0.0	3.8	3.8	3.5
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Includes additional \$2M for increased asset maintenance, renewal and replacement.				

**Maintenance Renewal and Replacement  
General Services  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Maintenance Renewal and Replacement  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 2105 / 2500

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Facility Security Equipment Assessments	I,P,Q,F	N/A	211	42	75
Preventative Maintenance Expenditures vs. Asset Replacement Value - Existing Facilities	I,F	.38%	.67%	.83%	.93%
Preventative Maintenance Expenditures vs. Asset Replacement Value - New Facilities	I,F	N/A	N/A	N/A	2%
Preventative Maintenance Expenditures vs. Total Maintenance Expenditures	I,F	N/A	26%	24%	28%
Property Management Work Orders Completed	I,P,Q,F	24,521	25,610	29,961	31,000
Expenditures Budget vs Actual Utilization	F	N/A	98%	100%	98%
Revenues Budget vs Actual Utilization	F	N/A	100%	100%	100%

Mayor's Five Priorities:    Jobs and Sustainable Development (J)  
    Fiscal Responsibility (F)

Public Safety (P)  
 Quality of Life (Q)

Infrastructure (I)

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Maintenance Renewal and Replacement</b> <b>Business Area : General Services</b> <b>Fund No. /Bus Area No. : 2105 / 2500</b>						
<b>Division Description</b>	<b>FY2014 Actual FTEs      Costs \$</b>	<b>FY2015 Estimate FTEs      Costs \$</b>	<b>FY2016 Budget FTEs      Costs \$</b>			
<b>GSD - Maintenance Renewal &amp; Replacement 250010</b> Provides preventive and corrective maintenance and replacement of, but not limited to: mechanical equipment, routine repairs of electrical, plumbing, HVAC, security monitoring equipment, structural and energy management systems. Maintains physical security equipment such as: closed circuit TV, access control equipment, security computer servers, surveillance storage equipment, and intrusion alarm systems.	0.0      0	69.7      12,779,542	77.0      14,782,143			
<b>Total</b>	<b>0.0      0</b>	<b>69.7      12,779,542</b>	<b>77.0      14,782,143</b>			

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Maintenance Renewal and Replacement  
**Business Area :** General Services  
**Fund No./Bus. Area No. :** 2105 / 2500

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ASSISTANT ELECTRICAL SUPERVISOR	22	1.0	1.0	0.0
ASSISTANT SUPERINTENDENT	20	1.0	1.0	0.0
CARPENTER	14	9.0	9.0	0.0
CARPENTER LEADER	19	1.0	1.0	0.0
CUSTOMER SERVICE REP. II	15	1.0	1.0	0.0
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	0.0
ELECTRICIAN	18	8.0	8.0	0.0
ELECTRICIAN APPRENTICE	10	1.0	1.0	0.0
FINANCIAL ANALYST III	21	0.0	1.0	1.0
HEATING & AIR CONDITIONING LEADER	18	1.0	1.0	0.0
LABORER	4	3.0	0.0	(3.0)
MAINTENANCE MECHANIC I	8	1.0	5.0	4.0
MAINTENANCE MECHANIC II	12	1.0	1.0	0.0
MAINTENANCE MECHANIC III	14	21.8	22.0	0.2
MAINTENANCE SUPERVISOR	16	6.0	6.0	0.0
MECHANIC III	19	1.0	0.0	(1.0)
PAINTER	11	8.0	7.0	(1.0)
PLUMBER	14	5.0	5.0	0.0
PLUMBER LEADER	18	1.0	1.0	0.0
SENIOR ACCOUNT CLERK	13	0.0	1.0	1.0
SENIOR SUPERINTENDENT	27	1.0	1.0	0.0
SUPERINTENDENT	24	1.0	2.0	1.0
TECHNICAL HARDWARE ANALYST II	21	1.0	1.0	0.0
<b>Total FTEs</b>		<b>74.8</b>	<b>77.0</b>	<b>2.2</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>74.8</b>	<b>77.0</b>	<b>2.2</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Maintenance Renewal and Replacement  
 Business Area : General Services  
 Fund No./Bus. Area No. : 2105 / 2500

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
2500100001	GSD - MRR - Security			
490010	Transfer from General Fund	136,981	145,859	633,919
2500100002	GSD - MRR - Property Management			
432010	Interest on Pooled Investments	18,000	18,000	20,000
490010	Transfer from General Fund	3,134,730	2,975,402	4,639,111
2500100003	GSD - MRR-Maintenance			
490010	Transfer from General Fund	9,489,831	9,640,281	9,489,113
<b>Total</b>	<b>General Services</b>	<b>12,779,542</b>	<b>12,779,542</b>	<b>14,782,143</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Maintenance Renewal and Replacement  
 Business Area : General Services  
 Fund No./Bus. Area No. : 2105 / 2500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	0	3,118,227	2,880,605	3,336,730
500060	Overtime - Civilian	0	227,623	227,623	218,500
500090	Premium Pay - Civilian	0	6,946	6,946	6,946
500110	Bilingual Pay - Civilian	0	904	902	904
501070	Pension - Civilian	0	791,093	726,273	912,931
501120	Termination Pay - Civilian	0	1,234	1,234	10,000
502010	FICA - Civilian	0	256,641	214,114	272,574
503010	Health Ins-Act Civilian	0	708,720	680,204	737,817
503015	Basic Life Insurance - Active Civilian	0	1,810	1,429	1,938
503060	Long Term Disability-Civilian	0	6,361	5,270	6,545
503090	Workers Compensation-Civilian-Admin	0	19,607	16,734	22,715
504030	Unemployment Claims - Administration	0	800	800	800
<b>Total</b>	<b>Personnel Services</b>	<b>0</b>	<b>5,139,966</b>	<b>4,762,134</b>	<b>5,528,400</b>
511010	Chemical Gases & Special Fluids	0	46,500	46,500	65,000
511015	Cleaning & Sanitary Supplies	0	0	5,555	0
511020	Construction Materials	0	65,979	65,979	65,979
511025	Electrical Hardware & Parts	0	218,500	163,500	213,500
511030	Mechanical Hardware & Parts	0	163,177	218,177	268,177
511035	Meters Hydrants & Plumbing Supplies	0	89,056	89,056	89,056
511070	Miscellaneous Office Supplies	0	0	2,500	0
511110	Fuel	0	7,000	7,000	0
511120	Clothing	0	39,118	39,118	40,000
511125	Food Supplies	0	1,036	1,036	1,036
511145	Small Tools & Minor Equipment	0	45,000	75,000	70,000
511150	Miscellaneous Parts & Supplies	0	307,292	457,292	756,042
<b>Total</b>	<b>Supplies</b>	<b>0</b>	<b>982,658</b>	<b>1,170,713</b>	<b>1,568,790</b>
520106	Architectural Services	0	0	17,628	30,000
520108	Information Resource Services	0	191,100	191,100	191,100
520114	Miscellaneous Support Services	0	0	0	219,040
520119	Computer Eq/SW Mnt	0	0	0	125,624
520121	IT Application Svcs	0	0	0	19,755
520124	Other Equipment Services	0	425,000	425,000	425,000
520126	Construction Site Work Services	0	67,026	67,026	117,026
520765	Membership & Professional Fees	0	960	960	960
520805	Education & Training	0	6,000	6,000	6,000
520910	Travel - Non-Training Related	0	500	500	500
521405	Building Maintenance Services	0	5,101,684	5,176,233	5,601,684
521415	Land and Grounds Maintenance	0	422,668	520,268	485,000
522430	Misc Othr Svcs & Chrg	0	298,253	298,253	375,253
522721	Interfund HR Client Services	0	0	0	76,797
522730	Interfund Engineering Services	0	11,214	11,214	11,214
<b>Total</b>	<b>Other Services and Charges</b>	<b>0</b>	<b>6,524,405</b>	<b>6,714,182</b>	<b>7,684,953</b>
560210	Furniture Fixtures and Equipment	0	61,700	61,700	0
560220	Vehicles	0	66,500	66,500	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>128,200</b>	<b>128,200</b>	<b>0</b>
551015	Non-Capital Computer Equipment	0	4,313	4,313	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>0</b>	<b>4,313</b>	<b>4,313</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>0</b>	<b>12,779,542</b>	<b>12,779,542</b>	<b>14,782,143</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

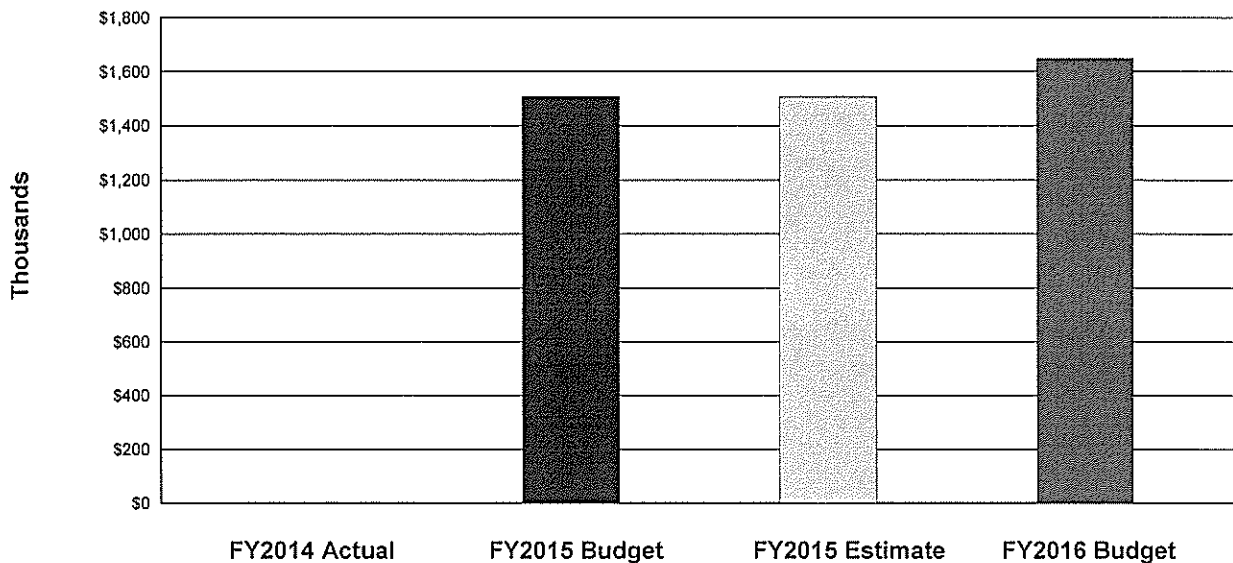
**Fund Name :** Maintenance Renewal and Replacement

**Business Area :** Parks and Recreation

**Fund No. /Bus. Area No. :** 2105 / 3600

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	0	793,926	793,925	918,141
	Supplies	0	79,863	79,863	79,900
	Other Services and Charges	0	635,336	635,337	651,039
	Total M & O Expenditures	0	1,509,125	1,509,125	1,649,080
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	0	1,509,125	1,509,125	1,649,080
<b>Revenues</b>		0	1,509,125	1,509,125	1,649,080
<b>Staffing</b>	Full-Time Equivalents - Civilian	0.0	17.0	14.0	17.0
	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	17.0	14.0	17.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.1	0.1
<b>Significant Budget Changes and Highlights</b>	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Establish and/or incorporate industry best practices and preventative maintenance of Parks facilities and amenities.				
	o Routine maintenance of irrigation systems for sports fields and esplanades.				

**Maintenance Renewal and Replacement  
Parks and Recreation  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Maintenance Renewal and Replacement  
**Business Area** : Parks and Recreation  
**Fund No. /Bus. Area No.** : 2105 / 3600

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Facility Work Orders Completed	P,Q	N/A	500	2,000	2,000
Irrigation Repair Orders Completed	P,Q	N/A	200	425	500
Playground Inspections	P,Q	N/A	170	800	800
Expenditures Budget vs Actual Utilization	F	N/A	98%	100%	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)

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Maintenance Renewal and Replacement						
Business Area : Parks and Recreation						
Fund No. /Bus Area No. : 2105 / 3600						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
PRD - Maintenance Renewal & Replacement 360016						
Maintenance of all existing facilities through planning, coordinating, and monitoring of renovations. In addition, perform routine inspection and maintenance of the irrigation systems throughout Parks department sports fields and esplanades.	0.0	0	14.0	1,509,125	17.0	1,649,080
<b>Total</b>	<b>0.0</b>	<b>0</b>	<b>14.0</b>	<b>1,509,125</b>	<b>17.0</b>	<b>1,649,080</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Roster Summary**

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**Fund Name :** Maintenance Renewal and Replacement  
**Business Area :** Parks and Recreation  
**Fund No./Bus. Area No. :** 2105 / 3600

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<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
CARPENTER	14	1.0	1.0	0.0
CEMENT FINISHER	11	1.0	1.0	0.0
ELECTRICIAN	18	2.0	2.0	0.0
EQUIPMENT WORKER	13	1.0	1.0	0.0
INSPECTOR	18	1.0	1.0	0.0
IRRIGATION LEADER	18	2.0	2.0	0.0
MAINTENANCE MECHANIC II	12	3.0	3.0	0.0
MAINTENANCE MECHANIC III	14	1.0	1.0	0.0
PAINTER	11	1.0	1.0	0.0
SEMI-SKILLED LABORER	6	4.0	4.0	0.0
<b>Total FTEs</b>		<b>17.0</b>	<b>17.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>17.0</b>	<b>17.0</b>	<b>0.0</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : Maintenance Renewal and Replacement  
Business Area : Parks and Recreation  
Fund No./Bus. Area No. : 2105 / 3600

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3600160001	PRD - MRR Facilities			
490010	Transfer from General Fund	754,563	754,563	1,451,850
3600160003	PRD - Irrigation Maintenance			
490010	Transfer from General Fund	754,562	754,562	197,230
Total	Parks and Recreation	<u>1,509,125</u>	<u>1,509,125</u>	<u>1,649,080</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Maintenance Renewal and Replacement  
 Business Area : Parks and Recreation  
 Fund No./Bus. Area No. : 2105 / 3600

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	0	579,557	497,357	577,725
500060	Overtime - Civilian	0	0	6,000	6,000
500090	Premium Pay - Civilian	0	0	100	0
500110	Bilingual Pay - Civilian	0	0	800	849
501070	Pension - Civilian	0	146,974	126,130	158,068
502010	FICA - Civilian	0	44,336	44,411	44,722
503010	Health Ins-Act Civilian	0	16,821	112,889	123,980
503015	Basic Life Insurance - Active Civilian	0	339	339	337
503060	Long Term Disability-Civilian	0	1,445	1,445	1,445
503090	Workers Compensation-Civilian-Admin	0	4,454	4,454	5,015
<b>Total</b>	<b>Personnel Services</b>	<b>0</b>	<b>793,926</b>	<b>793,925</b>	<b>918,141</b>
511020	Construction Materials	0	15,200	15,200	15,200
511035	Meters Hydrants & Plumbing Supplies	0	30,000	30,000	30,000
511135	Recreational Supplies	0	34,663	34,663	34,700
<b>Total</b>	<b>Supplies</b>	<b>0</b>	<b>79,863</b>	<b>79,863</b>	<b>79,900</b>
520121	IT Application Svcs	0	0	0	2,841
520126	Construction Site Work Services	0	84,669	84,669	84,700
520127	Structural Construction Work Services	0	250,000	250,000	243,600
520128	Other Construction Work Services	0	165,667	165,668	165,700
521405	Building Maintenance Services	0	100,000	100,000	100,000
521415	Land and Grounds Maintenance	0	20,000	20,000	20,000
522721	Interfund HR Client Services	0	0	0	19,198
522730	Interfund Engineering Services	0	15,000	15,000	15,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>0</b>	<b>635,336</b>	<b>635,337</b>	<b>651,039</b>
<b>Grand Total Expenditures</b>		<b>0</b>	<b>1,509,125</b>	<b>1,509,125</b>	<b>1,649,080</b>





**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	7,566,812	7,566,812	10,907,812
Current Revenues	14,298,905	17,602,080	19,473,093
Total Available Resources	<u>21,865,717</u>	<u>25,168,892</u>	<u>30,380,905</u>
Maintenance and Operations	17,458,452	14,261,080	21,398,437
Total Expenditures	<u>17,458,452</u>	<u>14,261,080</u>	<u>21,398,437</u>
Planned Ending Fund Balance	<u>4,407,265</u>	<u>10,907,812</u>	<u>8,982,468</u>
Total Budget	<u><u>21,865,717</u></u>	<u><u>25,168,892</u></u>	<u><u>30,380,905</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	4,407,265	10,907,812	8,982,468
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 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 Houston Department of Health and Human Services (HDHHS) 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 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.

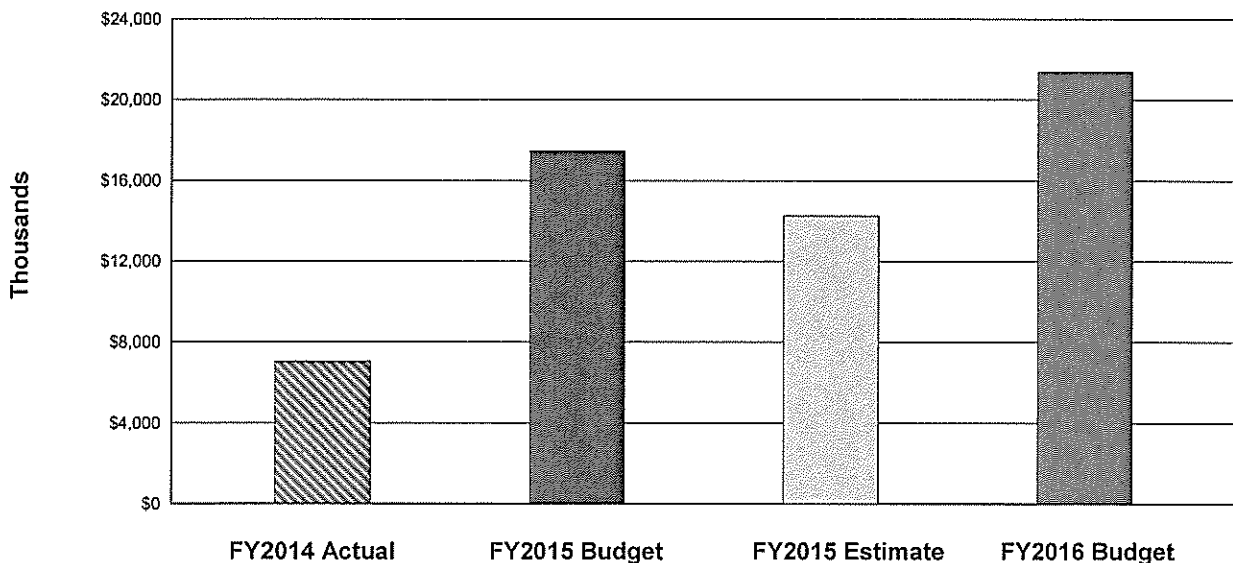
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	3,813,072	10,143,094	7,501,000	15,256,732
	Supplies	356,003	634,574	467,550	919,200
	Other Services and Charges	2,499,119	5,770,171	5,324,730	4,557,505
	Equipment	86,567	266,800	389,000	0
	Non-Capital Equipment	299,065	643,813	578,800	665,000
	Total M & O Expenditures	7,053,826	17,458,452	14,261,080	21,398,437
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	7,053,826	17,458,452	14,261,080	21,398,437
Revenues		12,055,704	14,298,905	17,602,080	19,473,093
Staffing	Full-Time Equivalents - Civilian	47.2	142.5	112.5	182.0
	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	47.2	142.5	112.5	182.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<p>o The FY2016 Budget provides funding for health benefits and pension contribution.</p> <p>o The increase in FTEs for FY2016 is due to departmental reorganization to expand services delivered by HDHHS in specified program areas. Services to be expanded are Human Services, Chronic Disease, Environmental, and Public Health Preparedness.</p>				

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



**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>EssentialPubHlthSrv</b> <b>380007</b> 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.	47.2	7,053,826	112.5	14,261,080	182.0	21,398,437
<b>Total</b>	<b>47.2</b>	<b>7,053,826</b>	<b>112.5</b>	<b>14,261,080</b>	<b>182.0</b>	<b>21,398,437</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	4.0	3.0
ADMINISTRATIVE ASSISTANT	17	4.0	5.0	1.0
ADMINISTRATIVE COORDINATOR	24	1.0	2.0	1.0
ADMINISTRATIVE COORDINATOR (EXEC)	24	0.0	1.0	1.0
ADMINISTRATIVE SUPERVISOR	22	0.0	1.0	1.0
ASSISTANT DIRECTOR-PUBLIC HEALTH (EXEC)	33	0.0	1.0	1.0
ASSOCIATE EMS PHYSICIAN DIRECTOR	35	1.0	1.0	0.0
BUREAU CHIEF,PUBLIC HEALTH	30	1.0	1.0	0.0
CHIEF NURSE,RN	25	1.0	2.0	1.0
CLINIC ASSISTANT	9	1.0	0.0	(1.0)
COMMUNICATIONS SPECIALIST	15	0.0	1.0	1.0
COMMUNITY INVOLVEMENT COORDINATOR	22	0.0	2.0	2.0
COMMUNITY LIAISON	18	2.9	3.0	0.1
COMMUNITY RELATIONS SPECIALIST	11	31.0	25.6	(5.4)
COUNSELOR	20	12.0	12.8	0.8
CUSTOMER SERVICE CLERK	10	2.0	2.0	0.0
CUSTOMER SERVICE REP. I	13	0.0	0.2	0.2
CUSTOMER SERVICE REP. II	15	1.0	1.0	0.0
CUSTOMER SERVICE REP. III	16	0.0	10.3	10.3
DENTAL ASSISTANT	9	10.0	10.0	0.0
DIVISION MANAGER	29	0.0	3.0	3.0
DIVISION MANAGER (EXEC)	29	1.0	1.0	0.0
ENVIRONMENTAL INVESTIGATOR III	20	1.5	3.0	1.5
EPIDEMIOLOGIST SUPERVISOR	24	0.0	1.0	1.0
EXECUTIVE STAFF ANALYST (EXEC)	30	0.0	1.0	1.0
FINANCIAL ANALYST III	21	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	1.0	2.0	1.0
HUMAN SERVICE PROGRAM MANAGER	25	2.0	4.0	2.0
INVENTORY MANAGEMENT CLERK	9	0.0	0.6	0.6
MANAGEMENT ANALYST II	18	5.0	1.0	(4.0)
MANAGEMENT ANALYST III	21	1.0	2.0	1.0
MANAGEMENT ANALYST IV	25	4.0	2.5	(1.5)
MICROBIOLOGIST II	17	1.0	1.0	0.0
NUTRITIONIST CONSULTANT	19	1.0	1.0	0.0
PHARMACY TECHNICIAN	9	1.0	1.0	0.0
PHYSICIAN,MD	33	6.0	5.0	(1.0)
PROGRAMMER	13	0.0	1.0	1.0
PUBLIC HEALTH DENTIST,DDS	26	4.0	4.0	0.0
PUBLIC HEALTH EDUCATION TECHNICIAN	10	0.0	0.2	0.2
PUBLIC HEALTH EDUCATOR	14	0.5	2.0	1.5
PUBLIC HEALTH INVESTIGATOR	12	4.1	7.0	2.9
PUBLIC HEALTH INVESTIGATOR SPECIALIST	20	2.0	2.0	0.0
PUBLIC HEALTH INVESTIGATOR SUPERVISOR	21	1.0	2.0	1.0
PUBLIC HEALTH NURSE III	21	0.5	1.0	0.5
PUBLIC HEALTH NURSE IV	22	11.0	11.0	0.0
SENIOR CLINICAL EDUCATION COORDINATOR	20	1.0	0.0	(1.0)
SENIOR COUNSELOR	22	9.0	9.0	0.0
SENIOR HEALTH PLANNER	20	0.0	1.0	1.0
SENIOR PUBLIC HEALTH EDUCATOR	18	0.3	1.3	1.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
SENIOR PUBLIC HEALTH INVESTIGATOR	16	9.0	7.0	(2.0)
SENIOR STAFF ANALYST	28	1.0	6.5	5.5
STAFF ANALYST	26	1.2	5.0	3.8
STUDENT INTERN II	10	0.5	0.0	(0.5)
SURVEILLANCE INVESTIGATOR-EPIDEMIOLOGY	17	0.0	4.0	4.0
SYSTEMS CONSULTANT	26	1.0	1.0	0.0
SYSTEMS SUPPORT ANALYST II	19	1.0	0.0	(1.0)
TRAINER	17	1.0	2.0	1.0
<b>Total FTEs</b>		<b>142.5</b>	<b>182.0</b>	<b>39.5</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>142.5</b>	<b>182.0</b>	<b>39.5</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3800070015	HHS-EssentialPubHlth			
422153	Intergovernmental Revenue - 1115 Waiver	14,298,905	17,522,080	19,393,093
432010	Interest on Pooled Investments	0	80,000	80,000
<b>Total</b>	<b>Health and Human Services</b>	<b>14,298,905</b>	<b>17,602,080</b>	<b>19,473,093</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	2,539,163	6,242,692	4,817,000	8,719,899
500030	Salary Part Time - Civilian	34,632	1,073,006	496,144	2,150,181
500060	Overtime - Civilian	1,853	0	10,700	2,400
500110	Bilingual Pay - Civilian	13,614	0	26,404	34,200
501070	Pension - Civilian	652,692	1,664,511	1,181,760	2,385,762
501120	Termination Pay - Civilian	1,122	0	5,814	0
502010	FICA - Civilian	211,195	581,498	352,050	831,451
503010	Health Ins-Act Civilian	339,478	525,005	571,084	1,056,485
503015	Basic Life Insurance - Active Civilian	1,475	3,803	3,287	5,052
503060	Long Term Disability-Civilian	4,678	11,518	8,349	13,736
503090	Workers Compensation-Civilian-Admin	12,095	37,956	25,103	54,395
503100	Workers Compensation-Civilian-Claim	1,075	3,000	3,000	2,300
504030	Unemployment Claims - Administration	0	105	305	871
<b>Total</b>	<b>Personnel Services</b>	<b>3,813,072</b>	<b>10,143,094</b>	<b>7,501,000</b>	<b>15,256,732</b>
511015	Cleaning & Sanitary Supplies	218	600	940	800
511025	Electrical Hardware & Parts	17	500	1,000	1,000
511030	Mechanical Hardware & Parts	0	500	500	0
511040	Audiovisual Supplies	0	1,000	3,200	1,900
511045	Computer Supplies	77,121	43,900	95,600	174,200
511050	Paper & Printing Supplies	42	2,700	3,150	3,550
511055	Publications & Printed Materials	18,750	32,200	34,000	34,000
511060	Postage	(1,836)	2,050	1,350	5,450
511070	Miscellaneous Office Supplies	28,473	63,504	61,100	89,200
511080	General Laboratory Supplies	60,162	175,470	84,900	203,500
511085	Drugs & Medical Chemicals	3,781	19,000	19,500	20,000
511090	Medical & Surgical Supplies	162,274	182,300	103,500	249,500
511120	Clothing	706	12,150	16,500	17,700
511125	Food Supplies	1,233	29,300	9,810	37,000
511135	Recreational Supplies	0	0	1,100	400
511145	Small Tools & Minor Equipment	97	100	100	0
511150	Miscellaneous Parts & Supplies	4,965	69,300	31,300	81,000
<b>Total</b>	<b>Supplies</b>	<b>356,003</b>	<b>634,574</b>	<b>467,550</b>	<b>919,200</b>
520100	Temporary Personnel Services	310,182	759,100	887,000	815,000
520101	Janitorial Services	32	19,000	19,000	19,000
520102	Security Services	106	10,000	10,000	10,150
520103	Subrecipient Contract Services	1,671,166	3,640,280	3,284,390	2,095,880
520106	Architectural Services	0	0	25,000	20,000
520108	Information Resource Services	0	0	400	500
520109	Medical Dental & Laboratory Services	16,222	41,746	24,500	49,300
520110	Management Consulting Services	30,013	9,500	21,075	69,100
520114	Miscellaneous Support Services	54,399	224,700	260,800	354,500
520119	Computer Eq/SW Mnt	0	32,400	36,500	36,500
520121	IT Application Svcs	0	2,463	2,000	29,726
520124	Other Equipment Services	0	1,000	1,000	1,000
520126	Construction Site Work Services	0	17,500	40,000	42,500
520140	Civic Arts	9,212	0	0	0
520157	Computer Software Maintenance Services	0	36,200	25,000	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520158	Computer Equipment Maintenance Services	0	7,538	0	10,000
520159	Non-Sub-Recipient Grant Contract	24,476	273,300	66,900	159,000
520515	Print Shop Services	8,312	28,800	22,000	19,800
520520	Printing & Reproduction Services	17,334	12,200	11,000	17,200
520605	Advertising Services	204	0	0	0
520765	Membership & Professional Fees	8,801	4,500	3,800	17,720
520805	Education & Training	82,932	50,300	130,900	83,296
520900	CIP-Capital Equipment Acquisition	0	86,800	0	0
520905	Travel - Training Related	37,452	92,500	57,200	79,000
520910	Travel - Non-Training Related	35,905	95,797	96,500	131,396
521605	Data Services	0	5,000	5,000	22,201
521610	Voice Services	142	25,600	14,150	0
521620	Voice Equipment	85,068	21,200	17,400	0
521625	Voice Labor	283	5,000	5,500	5,000
521630	GIS Revolving Fund Services	0	15,040	15,040	18,778
521635	Voice Services -Wireless	11,438	27,343	26,743	22,636
521715	Office Equipment Rental	7,894	3,200	13,200	13,200
521725	Other Rental	0	4,500	1,000	1,000
522205	Metro Commuter Passes	0	21,000	10,000	10,000
522305	Freight Charges	5,176	0	0	0
522430	Misc Othr Svcs & Chrg	39,574	86,372	98,000	229,000
522721	Interfund HR Client Services	37,362	66,960	50,000	131,007
522722	KRONOS Service Chargeback	5,189	3,332	3,732	4,115
522770	Interfund Relocation Services	245	0	0	0
522795	Other Interfund Services	0	40,000	40,000	40,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>2,499,119</b>	<b>5,770,171</b>	<b>5,324,730</b>	<b>4,557,505</b>
560210	Furniture Fixtures and Equipment	9,333	0	0	0
560220	Vehicles	0	89,900	89,000	0
560230	Computer HW and Developed SW	77,234	176,900	300,000	0
<b>Total</b>	<b>Equipment</b>	<b>86,567</b>	<b>266,800</b>	<b>389,000</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	36,253	191,400	202,000	200,000
551015	Non-Capital Computer Equipment	261,375	80,250	114,000	115,000
551020	Non-Capital Communication Equipment	0	50,000	60,000	0
551025	Non-Capital Scientific/Medical Equipment	1,105	322,163	202,800	350,000
551040	Non-Capital Other	332	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>299,065</b>	<b>643,813</b>	<b>578,800</b>	<b>665,000</b>
<b>Grand Total Expenditures</b>		<b>7,053,826</b>	<b>17,458,452</b>	<b>14,261,080</b>	<b>21,398,437</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	5,540,248	5,540,248	5,016,884
Current Revenues	2,916,900	2,948,200	3,011,400
Total Available Resources	<u>8,457,148</u>	<u>8,488,448</u>	<u>8,028,284</u>
Maintenance and Operations	3,795,667	3,471,564	4,190,860
Total Expenditures	<u>3,795,667</u>	<u>3,471,564</u>	<u>4,190,860</u>
Planned Ending Fund Balance	<u>4,661,481</u>	<u>5,016,884</u>	<u>3,837,424</u>
Total Budget	<u><u>8,457,148</u></u>	<u><u>8,488,448</u></u>	<u><u>8,028,284</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	4,661,481	5,016,884	3,837,424
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 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 a non budgeted fund. The Health Special Revenue Fund contains several revenue generating activities that are supported by ordinances, including the following:

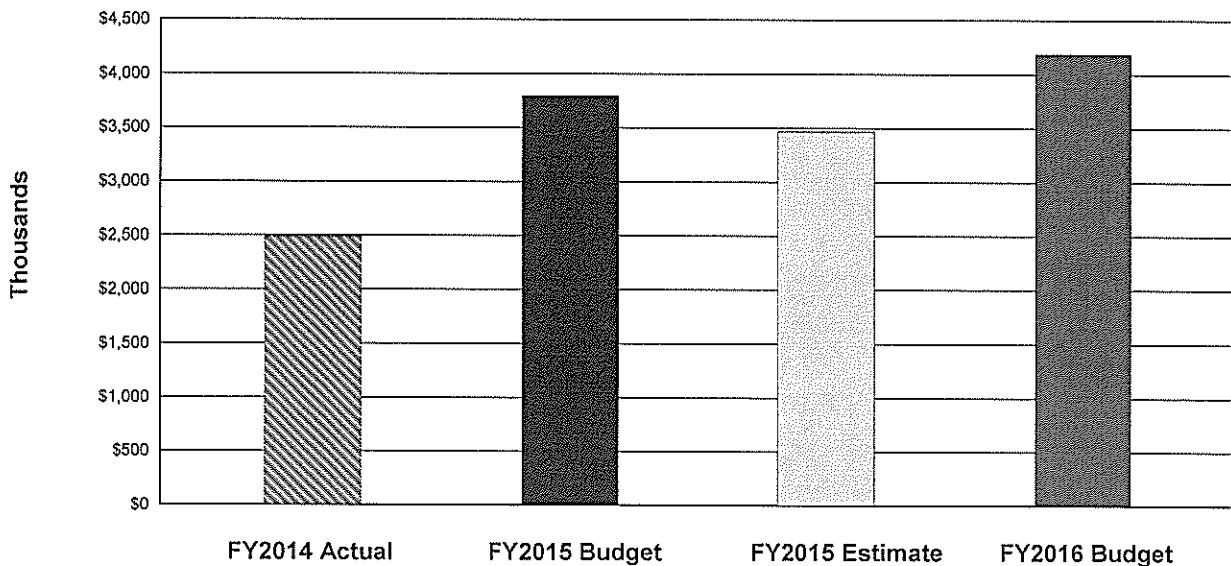
1. Consumer Foods Technology Fee - Sec. 20 - 38: Revenue stream that includes the \$10 permit technology fee and the \$200 mobile unit surveillance monitoring fees established in 2007. These fees are dedicated to the purchase and maintenance of technology used by inspection staff. These fees also provide 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.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Health Special Revenue</b>			
<b>Business Area</b> :		<b>Health and Human Services</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>2002 / 3800</b>			
		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	1,074,759	1,039,417	959,290	1,642,162
	Supplies	384,429	496,199	514,600	524,666
	Other Services and Charges	927,403	1,657,651	1,792,174	1,575,032
	Equipment	41,499	443,500	126,500	365,000
	Non-Capital Equipment	61,878	158,900	79,000	84,000
	Total M & O Expenditures	2,489,968	3,795,667	3,471,564	4,190,860
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	2,489,968	3,795,667	3,471,564	4,190,860
Revenues		3,589,194	2,916,900	2,948,200	3,011,400
Staffing	Full-Time Equivalents - Civilian	12.1	14.1	13.1	21.9
	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	12.1	14.1	13.1	21.9
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o FY2016 Budget provides funding for health benefits and pension contribution.				
	o FY2016 Budget contains an increase of 8.8 FTEs from the Care Houston Program and the Department's Medicaid Reimbursement Program.				
	o FY2016 Budget contains approximately \$175,000 in building improvements that were deferred from FY2015.				
	o FY2016 Budget includes contributions to the Farmers Market Nutrition Program (FMNP).				

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



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Congregate Meals for Senior Citizens	Q	161,361	108,925	235,300	235,300
Farmers Market Nutrition Program (expenditures)	Q	\$7,293	\$0	\$38,200	\$75,500
Immunization Revenue	P	\$160,785	\$300,000	\$206,000	\$238,000
Private Ambulance Inspections	Q	855	723	757	757
Expenditures Budget vs Actual Utilization	F	71%	98%	91%	98%
Revenues Budget vs Actual Utilization	F	124%	100%	101%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Health Special Revenue</b> <b>Business Area : Health and Human Services</b> <b>Fund No. /Bus Area No. : 2002 / 3800</b>						
Division Description	FY2014 Actual FTEs      Costs \$	FY2015 Estimate FTEs      Costs \$	FY2016 Budget FTEs      Costs \$			
<b>Director Office Group 380001</b> 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. In FY2016 this division is reported in Essential Public Health Service Fund (Fund 2010).	0.0      68,924	0.0      30,940	0.0      0			
<b>Administrative Services Division 380002</b> 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.	5.3      1,067,241	6.0      1,708,910	9.0      1,914,758			
<b>Children and Family Services 380003</b> 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.	0.4      14,148	0.0      33,700	0.0      30,000			
<b>Environmental Health Services 380004</b> 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).	3.7      535,422	4.0      710,612	4.0      1,033,325			
<b>Community Health Services 380005</b> 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.	2.7      790,094	3.1      865,702	8.9      1,002,177			
<b>Surveillance &amp; Public Health Preparedness 380006</b> Surveillance and Public Health Preparedness consists of Epidemiology, Laboratory Services and Public Health Preparedness.	0.0      60	0.0      17,400	0.0      54,600			

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Health Special Revenue						
Business Area : Health and Human Services						
Fund No. /Bus Area No. : 2002 / 3800						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>EssentialPubHlthSrv</b> <b>380007</b> The Division of Aging, Chronic Disease, and Injury Prevention (ACDIP) provides individual and population based services for Houstonians across the age life-span. Activities and services provided include adolescent health and youth development, chronic disease prevention and management, and services for seniors.	0.0	14,079	0.0	104,300	0.0	156,000
<b>Total</b>	<b>12.1</b>	<b>2,489,968</b>	<b>13.1</b>	<b>3,471,564</b>	<b>21.9</b>	<b>4,190,860</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATION MANAGER	26	1.0	2.0	1.0
COMMUNITY RELATIONS SPECIALIST	11	2.1	2.4	0.3
COUNSELOR	20	0.0	1.5	1.5
CUSTOMER SERVICE REP. I	13	1.0	1.5	0.5
CUSTOMER SERVICE REP. III	16	1.0	3.0	2.0
DEPUTY REGISTRAR-VITAL STATISTICS	22	1.0	1.0	0.0
EMERGENCY MEDICAL TECHNICIAN INSPECTOR	18	3.0	3.0	0.0
FINANCIAL ANALYST IV	25	1.0	1.0	0.0
OFFICE SUPERVISOR	17	1.0	1.0	0.0
PUBLIC HEALTH NURSE IV	22	0.0	1.5	1.5
SENIOR ACCOUNT CLERK	13	1.0	1.0	0.0
SENIOR COUNSELOR	22	0.0	2.0	2.0
SENIOR PROJECT MANAGER	27	1.0	0.0	(1.0)
SENIOR STAFF ANALYST	28	0.0	1.0	1.0
STAFF ANALYST	26	1.0	0.0	(1.0)
<b>Total FTEs</b>		<b>14.1</b>	<b>21.9</b>	<b>7.8</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>14.1</b>	<b>21.9</b>	<b>7.8</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>3800010004</b>	<b>HHS-Planning</b>			
444010	Private Contributions	75,000	0	0
452030	Miscellaneous Revenue	900	0	0
<b>3800020003</b>	<b>HHS - Grant Acctg</b>			
452030	Miscellaneous Revenue	850,000	850,000	850,000
<b>3800020009</b>	<b>HHS-Department Wide</b>			
432010	Interest on Pooled Investments	42,400	42,400	42,400
447020	Garage Parking Revenue	25,700	65,000	65,000
<b>3800030003</b>	<b>HHS - Immunization</b>			
426060	Clinical Fees	300,000	206,000	238,000
<b>3800030005</b>	<b>HHS-AreaAgencyOnAge</b>			
444010	Private Contributions	25,000	39,500	40,000
452030	Miscellaneous Revenue	100	0	0
<b>3800040004</b>	<b>HHS-Comm EnvironHlth</b>			
421090	Ambulance Permits	246,100	295,000	302,800
421630	Administrative Fee - Licenses & Permits	27,500	32,800	33,700
<b>3800040006</b>	<b>HHS-Consumer Health</b>			
426290	Other Service Charges	435,300	469,600	481,800
<b>3800050001</b>	<b>HHS-Office Prog Supp</b>			
452030	Miscellaneous Revenue	1,500	0	0
<b>3800050004</b>	<b>HHS - Oral Health</b>			
426130	Dental Fees	0	7,000	7,000
452030	Miscellaneous Revenue	500	4,200	4,200
<b>3800050005</b>	<b>HHS - Kashmere MSC</b>			
426210	Special Events Reimbursement	1,000	500	500
<b>3800050008</b>	<b>HHS-CHS-Area A</b>			
426210	Special Events Reimbursement	4,300	1,800	1,800
<b>3800050009</b>	<b>HHS - West End MSC</b>			
426210	Special Events Reimbursement	1,500	4,500	4,500
<b>3800050010</b>	<b>HHS-CHS-Area B</b>			
426210	Special Events Reimbursement	2,800	7,000	7,000
426430	Facility Rental Fees	100	0	0
<b>3800050011</b>	<b>HHS - Fifth Ward</b>			
426210	Special Events Reimbursement	5,500	6,500	6,500
<b>3800050012</b>	<b>HHS - Third Ward</b>			
426210	Special Events Reimbursement	5,700	12,600	12,500
<b>3800050013</b>	<b>HHS-Denver Harbor SC</b>			
426210	Special Events Reimbursement	400	2,500	2,500
<b>3800050014</b>	<b>HHS-CHS-Area C</b>			
426210	Special Events Reimbursement	200	4,500	4,500
<b>3800050015</b>	<b>HHS-Northeast MSC</b>			
426210	Special Events Reimbursement	1,800	5,000	5,000
<b>3800050030</b>	<b>HHS-S Post Oak MSC</b>			
426210	Special Events Reimbursement	3,400	5,000	5,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>3800050031</b>	<b>HHS-Congregate Meals</b>			
444010	Private Contributions	0	100	0
452030	Miscellaneous Revenue	235,300	235,300	235,300
<b>3800050034</b>	<b>HHS-CHS Care Houston</b>			
490020	Transfer from Special Revenue Fund	400,000	400,000	400,000
<b>3800060003</b>	<b>HHS-Vital Records</b>			
426151	Passport Service Fee	125,200	0	0
452030	Miscellaneous Revenue	16,400	16,400	26,400
456255	Misc Operating Revenue	83,300	110,000	110,000
<b>3800070016</b>	<b>HHS-ACDIP</b>			
444010	Private Contributions	0	50,000	50,000
452030	Miscellaneous Revenue	0	75,000	75,000
<b>Total</b>	<b>Health and Human Services</b>	<b>2,916,900</b>	<b>2,948,200</b>	<b>3,011,400</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	649,746	646,071	562,500	1,021,991
500030	Salary Part Time - Civilian	60,563	51,715	56,900	53,568
500060	Overtime - Civilian	1,597	0	0	0
500110	Bilingual Pay - Civilian	3,297	1,807	1,807	1,800
501070	Pension - Civilian	152,224	163,843	142,700	279,619
502010	FICA - Civilian	51,780	53,519	47,522	82,420
503010	Health Ins-Act Civilian	136,443	117,114	112,651	193,603
503015	Basic Life Insurance - Active Civilian	423	401	396	543
503060	Long Term Disability-Civilian	1,105	1,020	950	1,729
503090	Workers Compensation-Civilian-Admin	3,648	3,783	3,720	6,745
503100	Workers Compensation-Civilian-Claim	13,933	0	30,000	0
504030	Unemployment Claims - Administration	0	144	144	144
<b>Total</b>	<b>Personnel Services</b>	<b>1,074,759</b>	<b>1,039,417</b>	<b>959,290</b>	<b>1,642,162</b>
511015	Cleaning & Sanitary Supplies	2,804	3,300	3,300	3,300
511020	Construction Materials	0	0	4,600	0
511025	Electrical Hardware & Parts	21	0	0	0
511040	Audiovisual Supplies	0	700	0	0
511045	Computer Supplies	9,878	19,908	10,400	2,600
511050	Paper & Printing Supplies	1,355	2,000	500	5,500
511055	Publications & Printed Materials	940	6,500	3,000	3,000
511060	Postage	(3,358)	11,400	14,400	16,400
511070	Miscellaneous Office Supplies	21,685	39,199	31,800	28,900
511080	General Laboratory Supplies	1,450	21,500	2,200	2,200
511085	Drugs & Medical Chemicals	260,710	301,100	330,000	312,866
511090	Medical & Surgical Supplies	3,812	31,800	31,000	31,000
511115	Vehicle Repair & Maintenance Supplies	0	0	2,100	0
511120	Clothing	391	8,792	8,800	13,300
511125	Food Supplies	72,767	35,000	57,000	90,800
511140	Landscaping & Gardening Supplies	0	800	800	800
511150	Miscellaneous Parts & Supplies	11,964	14,200	14,700	14,000
511165	Fire Fighting Equipment	10	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>384,429</b>	<b>496,199</b>	<b>514,600</b>	<b>524,666</b>
520100	Temporary Personnel Services	288,986	336,900	600,000	675,200
520101	Janitorial Services	2,939	0	1,800	1,800
520102	Security Services	77,440	54,300	66,800	66,800
520103	Subrecipient Contract Services	55,694	39,800	39,800	43,300
520109	Medical Dental & Laboratory Services	2,112	17,300	15,000	15,000
520110	Management Consulting Services	13,750	32,000	32,000	32,000
520114	Miscellaneous Support Services	20,983	280,100	235,500	12,065
520119	Computer Eq/SW Mnt	220	52,700	48,900	64,900
520121	IT Application Svcs	0	3,694	4,069	9,090
520128	Other Construction Work Services	2,100	0	0	0
520157	Computer Software Maintenance Services	7,575	111,500	100,700	100,700
520158	Computer Equipment Maintenance Services	0	0	300	0
520159	Non-Sub-Recipient Grant Contract	224,982	325,219	252,500	260,000
520515	Print Shop Services	34,790	13,900	13,900	14,100
520520	Printing & Reproduction Services	14,185	16,600	17,000	20,800

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520765	Membership & Professional Fees	80	100	1,100	1,500
520805	Education & Training	5,849	24,690	15,600	17,100
520900	CIP-Capital Equipment Acquisition	0	0	21,400	0
520905	Travel - Training Related	13,309	18,100	9,400	13,100
520910	Travel - Non-Training Related	1,693	3,400	28,600	38,100
521610	Voice Services	9	25	1,847	3,635
521620	Voice Equipment	0	30,000	30,000	0
521630	GIS Revolving Fund Services	0	2,529	2,513	3,468
521635	Voice Services -Wireless	54,303	23,884	23,884	44,996
521715	Office Equipment Rental	14,143	9,200	9,200	9,200
521730	Parking Space Rental	17,463	28,900	28,900	28,900
521905	Legal Services	6,762	0	0	0
522410	Cashier Shortages	96	500	500	500
522430	Misc Othr Svcs & Chrg	57,691	217,192	174,000	81,100
522721	Interfund HR Client Services	9,817	14,508	16,356	16,941
522722	KRONOS Service Chargeback	432	610	605	737
<b>Total</b>	<b>Other Services and Charges</b>	<b>927,403</b>	<b>1,657,651</b>	<b>1,792,174</b>	<b>1,575,032</b>
560120	Capital Exp-Building & Bldg Improvement	0	175,000	0	175,000
560210	Furniture Fixtures and Equipment	41,499	20,000	0	20,000
560220	Vehicles	0	248,500	126,500	170,000
<b>Total</b>	<b>Equipment</b>	<b>41,499</b>	<b>443,500</b>	<b>126,500</b>	<b>365,000</b>
551010	Non-Cap Office Furniture & Equipment	38,080	119,900	40,000	50,000
551015	Non-Capital Computer Equipment	22,704	39,000	39,000	34,000
551040	Non-Capital Other	1,094	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>61,878</b>	<b>158,900</b>	<b>79,000</b>	<b>84,000</b>
<b>Grand Total Expenditures</b>		<b>2,489,968</b>	<b>3,795,667</b>	<b>3,471,564</b>	<b>4,190,860</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	309,579	309,579	215,979
Current Revenues	398,500	485,300	538,900
Total Available Resources	708,079	794,879	754,879
Maintenance and Operations	578,900	578,900	711,300
Total Expenditures	578,900	578,900	711,300
Planned Ending Fund Balance	129,179	215,979	43,579
Total Budget	708,079	794,879	754,879
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	129,179	215,979	43,579
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 Budget for the Laboratory Operations and Maintenance Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

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's laboratories, including but not limited to, infrastructure, equipment, supplies, software, and hardware systems, and with performing public health surveillance tests.

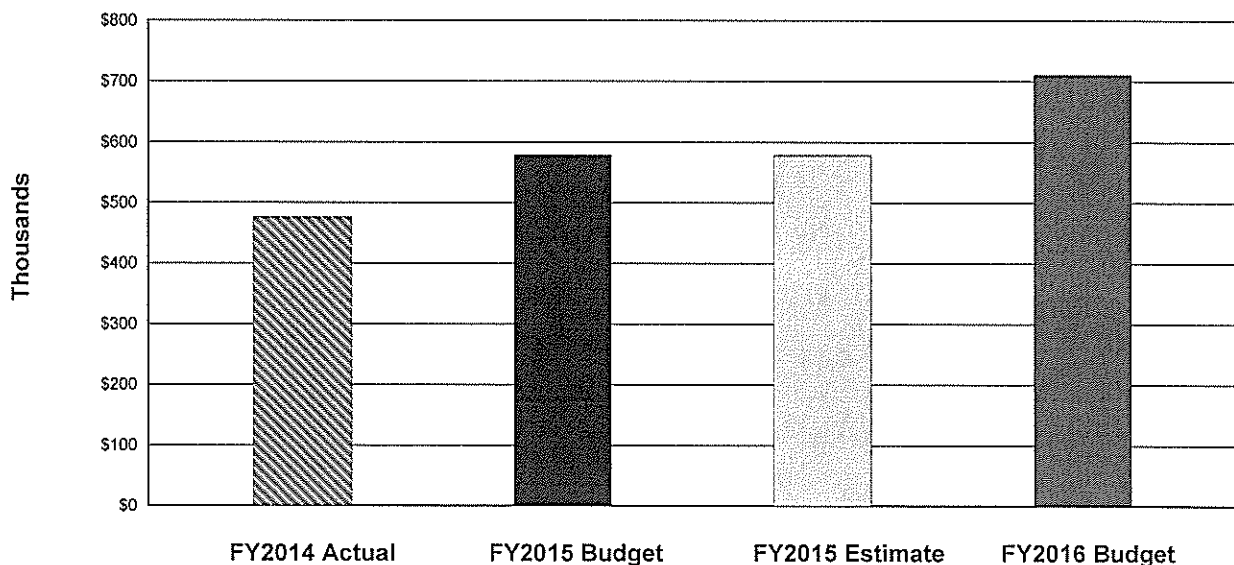
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Supplies	136,616	78,700	93,000	210,000
	Other Services and Charges	340,348	468,000	453,700	501,300
	Equipment	0	23,000	23,000	0
	Non-Capital Equipment	0	9,200	9,200	0
	Total M & O Expenditures	476,964	578,900	578,900	711,300
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	476,964	578,900	578,900	711,300
Revenues		461,117	398,500	485,300	538,900
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	<p>o FY2016 Budget provides funding for health benefits and pension contribution.</p> <p>o Water testing is expected to increase by 9600 tests annually due to an agreement between the City of Houston and Galveston County. This increase in testing is projected to yield an additional \$140,000 in revenue during FY2016.</p>				

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



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Laboratory Test Performed	I	22824	27850	31851	37745
Expenditures Budget vs Actual Utilization	F	80%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	116%	100%	122%	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	:	Health and Human Services					
Fund No. /Bus Area No.	:	2008 / 3800					
Division Description		FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Surveillance & Public Health Preparedness 380006							
Environmental and Clinical Laboratory testing		0.0	476,964	0.0	578,900	0.0	711,300
Total		0.0	476,964	0.0	578,900	0.0	711,300

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3800060005	HHS-Laboratory Svcs			
426140	Laboratory Fees	106,200	106,200	109,900
426510	Environmental Lab Services	289,000	345,800	425,700
432010	Interest on Pooled Investments	3,300	3,300	3,300
452030	Miscellaneous Revenue	0	30,000	0
<b>Total Health and Human Services</b>		<b>398,500</b>	<b>485,300</b>	<b>538,900</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511010	Chemical Gases & Special Fluids	(260)	0	0	0
511080	General Laboratory Supplies	81,969	67,300	83,000	200,000
511085	Drugs & Medical Chemicals	23,621	700	1,100	1,100
511090	Medical & Surgical Supplies	31,286	0	0	0
511095	Small Technical & Scientific Equipment	0	5,000	3,200	3,200
511150	Miscellaneous Parts & Supplies	0	5,700	5,700	5,700
<b>Total</b>	<b>Supplies</b>	<b>136,616</b>	<b>78,700</b>	<b>93,000</b>	<b>210,000</b>
520102	Security Services	0	14,450	0	0
520108	Information Resource Services	509	500	0	0
520109	Medical Dental & Laboratory Services	0	1,700	0	0
520110	Management Consulting Services	4,108	13,500	30,500	14,600
520114	Miscellaneous Support Services	183,909	133,000	118,000	225,700
520124	Other Equipment Services	100,391	99,550	100,000	100,000
520157	Computer Software Maintenance Services	0	49,500	14,500	30,500
520159	Non-Sub-Recipient Grant Contract	0	66,700	107,000	0
520510	Mail/Delivery Services	0	0	500	0
520805	Education & Training	0	5,000	6,000	0
520905	Travel - Training Related	0	4,000	10,000	0
520910	Travel - Non-Training Related	0	1,000	2,000	0
522305	Freight Charges	(122)	400	0	500
522430	Misc Othr Svcs & Chrg	51,553	78,700	65,200	130,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>340,348</b>	<b>468,000</b>	<b>453,700</b>	<b>501,300</b>
560210	Furniture Fixtures and Equipment	0	7,000	7,000	0
560230	Computer HW and Developed SW	0	16,000	16,000	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>23,000</b>	<b>23,000</b>	<b>0</b>
551015	Non-Capital Computer Equipment	0	9,200	9,200	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>0</b>	<b>9,200</b>	<b>9,200</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>476,964</b>	<b>578,900</b>	<b>578,900</b>	<b>711,300</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	3,560,738	3,560,738	2,208,771
Current Revenues	2,757,900	2,757,900	2,809,200
Total Available Resources	<u>6,318,638</u>	<u>6,318,638</u>	<u>5,017,971</u>
Maintenance and Operations	5,138,567	4,109,867	4,625,865
Total Expenditures	<u>5,138,567</u>	<u>4,109,867</u>	<u>4,625,865</u>
Planned Ending Fund Balance	<u>1,180,071</u>	<u>2,208,771</u>	<u>392,106</u>
Total Budget	<u><u>6,318,638</u></u>	<u><u>6,318,638</u></u>	<u><u>5,017,971</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	1,180,071	2,208,771	392,106
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 Budget for the Special Waste. Also included are the beginning and ending fund balances, total revenues and total expenditures.

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 disposed of 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 costs are also pertinent for supplying stakeholders with manifests 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.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

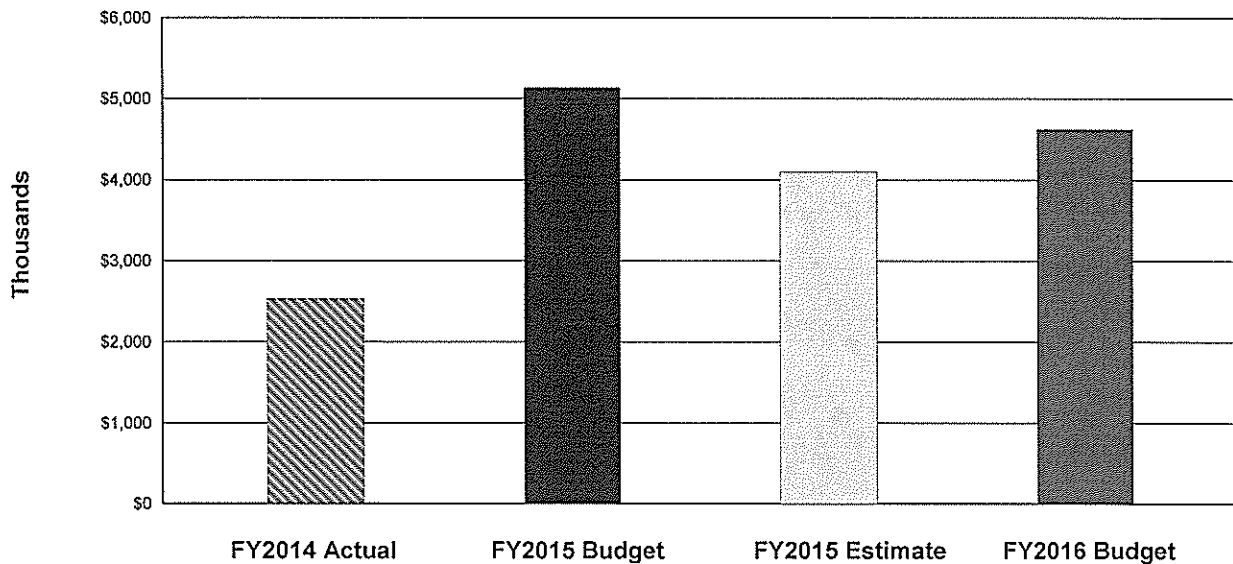
**Fund Name** : Special Waste

**Business Area** : Health and Human Services

**Fund No. /Bus. Area No.** : 2423 / 3800

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	2,197,798	3,003,106	3,003,106	3,015,638
	Supplies	36,342	52,700	45,400	22,000
	Other Services and Charges	122,833	1,647,409	670,961	1,467,627
	Equipment	59,099	381,352	343,400	102,000
	Non-Capital Equipment	122,482	54,000	47,000	18,600
	Total M & O Expenditures	2,538,554	5,138,567	4,109,867	4,625,865
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	2,538,554	5,138,567	4,109,867	4,625,865
Revenues		2,767,200	2,757,900	2,757,900	2,809,200
Staffing	Full-Time Equivalents - Civilian	26.7	37.1	37.1	37.7
	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	26.7	37.1	37.1	37.7
	Full-Time Equivalents - Overtime	0.8	0.6	1.2	0.5
Significant Budget Changes and Highlights	o FY2016 Budget provides funding for both health benefits and pension contribution.				
	o FY2016 Budget includes furniture purchases and building improvements that were deferred from FY2015 for the Park Place facility.				

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



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Fats, Oil, and Grease (FOG) Inspections	P,Q	12,490	12,062	15,333	15,333
Expenditures Budget vs Actual Utilization	F	52%	98%	80%	98%
Revenues Budget vs Actual Utilization	F	107%	100%	100%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
Fund Name : Special Waste						
Business Area : Health and Human Services						
Fund No. /Bus Area No. : 2423 / 3800						
Division Description	FY2014 Actual FTEs	Costs \$	FY2015 Estimate FTEs	Costs \$	FY2016 Budget FTEs	Costs \$
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).	26.7	2,538,554	37.1	4,109,867	37.7	4,625,865
<b>Total</b>	<b>26.7</b>	<b>2,538,554</b>	<b>37.1</b>	<b>4,109,867</b>	<b>37.7</b>	<b>4,625,865</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	0.2	1.3	1.1
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	1.0	0.0
BUREAU CHIEF,PUBLIC HEALTH (EXEC)	30	1.0	1.0	0.0
CHIEF SANITARIAN	28	0.6	0.6	0.0
CUSTOMER SERVICE SECTION CHIEF	22	0.0	0.7	0.7
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	1.0	0.0	(1.0)
ENVIRONMENTAL INVESTIGATOR I	14	0.0	1.0	1.0
ENVIRONMENTAL INVESTIGATOR II	16	1.0	1.0	0.0
ENVIRONMENTAL INVESTIGATOR III	20	6.8	5.8	(1.0)
ENVIRONMENTAL INVESTIGATOR IV	23	2.0	2.0	0.0
ENVIRONMENTAL INVESTIGATOR V	28	1.0	1.0	0.0
OFFICE SUPERVISOR	17	0.7	0.0	(0.7)
SANITARIAN I	14	4.0	4.0	0.0
SANITARIAN II	17	6.2	6.2	0.0
SANITARIAN III	21	3.4	3.4	0.0
SENIOR CUSTOMER SERVICE CLERK	12	6.4	6.4	0.0
STAFF ANALYST	26	0.8	0.8	0.0
SYSTEMS CONSULTANT	26	0.0	0.5	0.5
<b>Total FTEs</b>		<b>37.1</b>	<b>37.7</b>	<b>0.6</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>37.1</b>	<b>37.7</b>	<b>0.6</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3800040005	HHS-Pit,Cnt&Prev Wtr			
421280	Other Licenses & Permits	2,362,500	2,362,500	2,404,600
421630	Administrative Fee - Licenses & Permits	364,000	364,000	373,200
432010	Interest on Pooled Investments	31,400	31,400	31,400
<b>Total</b>	<b>Health and Human Services</b>	<b>2,757,900</b>	<b>2,757,900</b>	<b>2,809,200</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	1,454,585	1,796,446	1,792,446	1,767,740
500030	Salary Part Time - Civilian	26,487	168,562	154,065	191,162
500060	Overtime - Civilian	42,160	48,000	90,000	34,100
500110	Bilingual Pay - Civilian	4,923	7,300	7,103	6,960
501070	Pension - Civilian	330,498	455,584	454,564	483,654
501120	Termination Pay - Civilian	2,064	0	18,000	12,000
502010	FICA - Civilian	103,935	154,184	157,713	152,807
503010	Health Ins-Act Civilian	224,689	359,119	315,311	351,879
503015	Basic Life Insurance - Active Civilian	800	949	1,028	894
503060	Long Term Disability-Civilian	2,034	2,965	2,728	2,981
503090	Workers Compensation-Civilian-Admin	5,333	9,997	10,148	11,461
503100	Workers Compensation-Civilian-Claim	290	0	0	0
<b>Total</b>	<b>Personnel Services</b>	<b>2,197,798</b>	<b>3,003,106</b>	<b>3,003,106</b>	<b>3,015,638</b>
511015	Cleaning & Sanitary Supplies	542	1,100	1,100	600
511045	Computer Supplies	4,357	4,200	4,200	0
511050	Paper & Printing Supplies	500	0	0	0
511060	Postage	3,648	2,300	4,700	3,600
511070	Miscellaneous Office Supplies	11,628	10,800	10,800	15,800
511080	General Laboratory Supplies	3,265	1,200	4,000	0
511085	Drugs & Medical Chemicals	32	0	0	0
511090	Medical & Surgical Supplies	71	300	0	0
511095	Small Technical & Scientific Equipment	0	3,000	3,000	0
511115	Vehicle Repair & Maintenance Supplies	183	1,100	5,000	0
511120	Clothing	1,103	19,100	7,000	2,000
511145	Small Tools & Minor Equipment	0	600	600	0
511150	Miscellaneous Parts & Supplies	11,013	9,000	5,000	0
<b>Total</b>	<b>Supplies</b>	<b>36,342</b>	<b>52,700</b>	<b>45,400</b>	<b>22,000</b>
520100	Temporary Personnel Services	15,395	30,000	30,000	0
520114	Miscellaneous Support Services	19,080	13,038	13,100	13,000
520119	Computer Eq/SW Mnt	0	0	1,000	3,000
520121	IT Application Svcs	0	2,463	2,463	8,898
520126	Construction Site Work Services	0	1,400,000	400,000	1,300,000
520159	Non-Sub-Recipient Grant Contract	3,225	62,000	59,400	0
520515	Print Shop Services	5,883	9,600	9,600	6,000
520520	Printing & Reproduction Services	16,414	40,000	45,000	50,000
520765	Membership & Professional Fees	400	1,900	0	600
520805	Education & Training	2,865	4,800	4,800	1,200
520905	Travel - Training Related	6,599	13,700	13,700	13,165
520910	Travel - Non-Training Related	24	400	400	400
521605	Data Services	0	0	0	4,824
521610	Voice Services	1	10	4	3
521630	GIS Revolving Fund Services	0	5,395	5,355	5,301
521635	Voice Services -Wireless	10,145	11,008	11,008	13,072
522430	Misc Othr Svcs & Chrg	30,980	34,562	33,000	4,000
522721	Interfund HR Client Services	11,003	15,624	39,252	40,657
522722	KRONOS Service Chargeback	819	2,909	2,879	3,507
<b>Total</b>	<b>Other Services and Charges</b>	<b>122,833</b>	<b>1,647,409</b>	<b>670,961</b>	<b>1,467,627</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
560210	Furniture Fixtures and Equipment	59,099	0	0	30,000
560220	Vehicles	0	376,352	343,400	72,000
560230	Computer HW and Developed SW	0	5,000	0	0
<b>Total</b>	<b>Equipment</b>	<b>59,099</b>	<b>381,352</b>	<b>343,400</b>	<b>102,000</b>
551010	Non-Cap Office Furniture & Equipment	42,092	0	0	0
551015	Non-Capital Computer Equipment	80,390	54,000	46,000	18,600
551020	Non-Capital Communication Equipment	0	0	1,000	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>122,482</b>	<b>54,000</b>	<b>47,000</b>	<b>18,600</b>
<b>Grand Total Expenditures</b>		<b>2,538,554</b>	<b>5,138,567</b>	<b>4,109,867</b>	<b>4,625,865</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	797,768	797,768	840,889
Current Revenues	1,053,000	1,160,600	1,191,000
Total Available Resources	<u>1,850,768</u>	<u>1,958,368</u>	<u>2,031,889</u>
Maintenance and Operations	1,159,469	1,117,479	1,222,726
Total Expenditures	<u>1,159,469</u>	<u>1,117,479</u>	<u>1,222,726</u>
Planned Ending Fund Balance	<u>691,299</u>	<u>840,889</u>	<u>809,163</u>
Total Budget	<u><u>1,850,768</u></u>	<u><u>1,958,368</u></u>	<u><u>2,031,889</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	691,299	840,889	809,163
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 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.

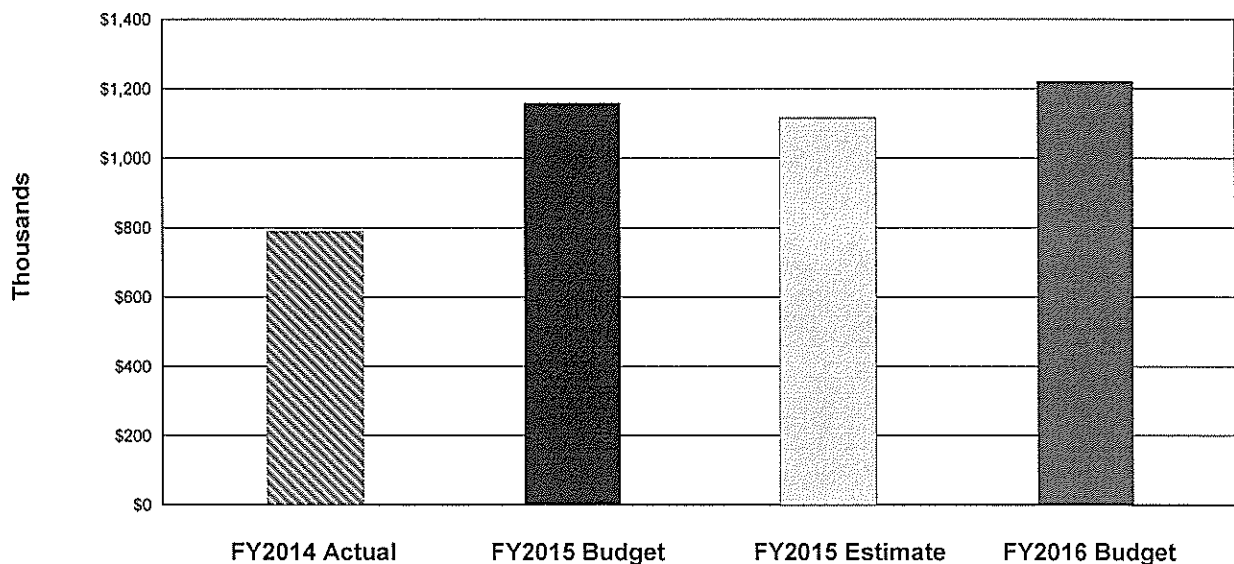
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	752,435	1,028,639	1,028,639	1,068,697
	Supplies	12,363	14,290	14,290	16,200
	Other Services and Charges	23,736	53,540	53,550	60,879
	Equipment	0	28,000	0	72,000
	Non-Capital Equipment	604	35,000	21,000	4,950
	Total M & O Expenditures	789,138	1,159,469	1,117,479	1,222,726
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	789,138	1,159,469	1,117,479	1,222,726
Revenues		1,125,406	1,053,000	1,160,600	1,191,000
Staffing	Full-Time Equivalents - Civilian	8.9	14.1	14.1	14.1
	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	8.9	14.1	14.1	14.1
	Full-Time Equivalents - Overtime	0.1	0.0	0.0	0.2
Significant Budget Changes and Highlights	o FY2016 Budget provides funding for health benefits and pension contribution.				
	o FY2016 Budget includes funding for fleet expansion by three vehicles.				

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



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Pool Investigations	P,Q	5,710	5,517	5,517	5,517
Expenditures Budget vs Actual Utilization	F	85%	98%	96%	98%
Revenues Budget vs Actual Utilization	F	115%	100%	110%	100%

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

## FISCAL YEAR 2016 BUDGET

## Division Summary

**Fund Name** : **Swimming Pool Safety**

**Business Area** : Health and Human Services

Fund No. /Bus Area No. : 2009 / 3800

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Environmental Health Services 380004						
Prevention of disease and disability resulting from water borne illnesses and drownings through enforcement and education.	8.9	789,138	14.1	1,117,479	14.1	1,222,726
Total	8.9	789,138	14.1	1,117,479	14.1	1,222,726

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ENVIRONMENTAL INVESTIGATOR III	20	5.0	5.0	0.0
ENVIRONMENTAL INVESTIGATOR V	28	0.0	1.0	1.0
PUBLIC INFORMATION OFFICER	26	0.5	0.5	0.0
SANITARIAN I	14	6.6	6.6	0.0
SANITARIAN II	17	1.0	1.0	0.0
SANITARIAN III	21	1.0	0.0	(1.0)
<b>Total FTEs</b>		<b>14.1</b>	<b>14.1</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>14.1</b>	<b>14.1</b>	<b>0.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3800040005	HHS-Plt,Cnt&Prev Wtr			
421070	Swimming Pool Operating Permits	913,400	1,001,400	1,027,700
421630	Administrative Fee - Licenses & Permits	138,600	154,200	158,300
432010	Interest on Pooled Investments	1,000	5,000	5,000
Total Health and Human Services		<u>1,053,000</u>	<u>1,160,600</u>	<u>1,191,000</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	437,814	642,016	639,688	650,214
500060	Overtime - Civilian	15,216	8,900	10,264	12,468
500110	Bilingual Pay - Civilian	1,020	0	1,204	1,355
501070	Pension - Civilian	102,206	162,818	162,225	177,897
501120	Termination Pay - Civilian	59,473	0	42,563	5,000
502010	FICA - Civilian	36,992	49,794	49,813	50,799
503010	Health Ins-Act Civilian	92,576	157,338	107,437	150,918
503015	Basic Life Insurance - Active Civilian	255	363	339	364
503050	Health/Life Insurance - Retiree Civilian	3,838	0	8,835	11,800
503060	Long Term Disability-Civilian	753	1,214	1,139	1,214
503090	Workers Compensation-Civilian-Admin	2,094	3,742	3,595	4,214
503100	Workers Compensation-Civilian-Claim	198	2,052	1,537	2,052
504030	Unemployment Claims - Administration	0	402	0	402
<b>Total</b>	<b>Personnel Services</b>	<b>752,435</b>	<b>1,028,639</b>	<b>1,028,639</b>	<b>1,068,697</b>
511015	Cleaning & Sanitary Supplies	120	250	300	300
511045	Computer Supplies	0	1,000	1,000	1,000
511050	Paper & Printing Supplies	0	100	300	100
511055	Publications & Printed Materials	0	100	100	100
511060	Postage	0	4,000	4,000	4,000
511070	Miscellaneous Office Supplies	7,382	4,600	4,600	4,600
511080	General Laboratory Supplies	0	1,000	1,000	1,000
511090	Medical & Surgical Supplies	0	100	100	100
511115	Vehicle Repair & Maintenance Supplies	0	0	400	0
511120	Clothing	539	0	0	0
511150	Miscellaneous Parts & Supplies	4,322	3,140	2,490	5,000
<b>Total</b>	<b>Supplies</b>	<b>12,363</b>	<b>14,290</b>	<b>14,290</b>	<b>16,200</b>
520110	Management Consulting Services	0	0	100	0
520119	Computer Eq/SW Mnt	0	0	0	2,650
520121	IT Application Svcs	0	2,361	2,361	3,263
520123	Vehicle & Motor Equipment Services	360	0	0	0
520159	Non-Sub-Recipient Grant Contract	3,225	17,000	17,000	17,000
520515	Print Shop Services	2,961	6,000	3,000	3,000
520765	Membership & Professional Fees	350	500	500	700
520805	Education & Training	3,810	5,590	6,510	4,800
520905	Travel - Training Related	1,432	7,400	1,500	6,500
520910	Travel - Non-Training Related	0	400	400	500
521605	Data Services	8	991	991	3,796
521610	Voice Services	20	65	65	57
521630	GIS Revolving Fund Services	888	1,787	1,787	1,756
521635	Voice Services -Wireless	3,404	1,503	1,503	1,785
522430	Misc Othr Svcs & Chrg	676	170	8,060	500
522721	Interfund HR Client Services	6,170	8,928	8,928	13,553

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
522722	KRONOS Service Chargeback	432	845	845	1,019
<b>Total</b>	<b>Other Services and Charges</b>	<b>23,736</b>	<b>53,540</b>	<b>53,550</b>	<b>60,879</b>
560220	Vehicles	0	28,000	0	72,000
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>28,000</b>	<b>0</b>	<b>72,000</b>
551010	Non-Cap Office Furniture & Equipment	0	20,000	20,000	0
551015	Non-Capital Computer Equipment	604	2,300	1,000	4,950
551020	Non-Capital Communication Equipment	0	12,700	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>604</b>	<b>35,000</b>	<b>21,000</b>	<b>4,950</b>
<b>Grand Total Expenditures</b>		<b>789,138</b>	<b>1,159,469</b>	<b>1,117,479</b>	<b>1,222,726</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	695,949	695,949	334,553
Current Revenues	4,000	4,000	0
Total Available Resources	<u>699,949</u>	<u>699,949</u>	<u>334,553</u>
Maintenance and Operations	607,144	365,396	334,553
Total Expenditures	<u>607,144</u>	<u>365,396</u>	<u>334,553</u>
Planned Ending Fund Balance	<u>92,805</u>	<u>334,553</u>	<u>0</u>
Total Budget	<u><u>699,949</u></u>	<u><u>699,949</u></u>	<u><u>334,553</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	92,805	334,553	0
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, FY2015 Estimate and FY2016 Budget for the Digital Houston Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

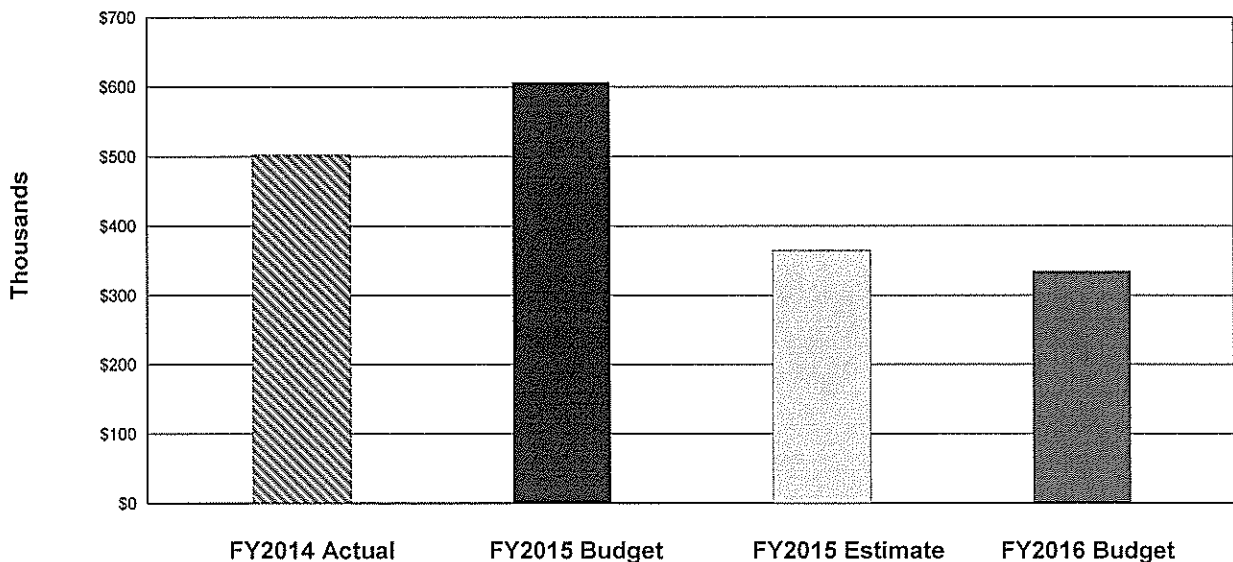
The Digital Inclusion Initiative began as a part of a citywide wireless project, and is being implemented by the Houston Public Library (HPL). The vision is to create a digital future through digital literacy effort in support of achieving Houston's educational workforce and educational goals.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> : Digital Houston					
<b>Business Area</b> : Library					
<b>Fund No. /Bus. Area No.</b> : 2422 / 3400					
		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	356,997	465,924	303,063	309,066
	Supplies	2,737	8,500	6,000	0
	Other Services and Charges	83,169	102,720	42,820	25,487
	Non-Capital Equipment	60,040	30,000	13,513	0
	Total M & O Expenditures	502,943	607,144	365,396	334,553
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	502,943	607,144	365,396	334,553
Revenues		6,653	4,000	4,000	0
Staffing	Full-Time Equivalents - Civilian	3.9	5.0	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	3.9	5.0	3.0	3.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o The activities for FY2016 will center on successful transition and/or termination of programs and services supported under the fund.				
	o In FY2016, Digital Houston Fund will be closed out.				

**Digital Houston  
Library  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Digital Houston Business Area : Library Fund No. /Bus Area No. : 2422 / 3400						
Division Description	FY2014 Actual FTEs	Costs \$	FY2015 Estimate FTEs	Costs \$	FY2016 Budget FTEs	Costs \$
HPL - Digital Inclusion Initiative 340001 The Digital Inclusion Division is responsible for the oversight of strategic initiatives in support of Literacy, Workforce Development and Technology for the Houston Public Library.	3.9	502,943	3.0	365,396	3.0	334,553
Total	3.9	502,943	3.0	365,396	3.0	334,553

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATION MANAGER	26	1.0	0.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
COMMUNITY INVOLVEMENT COORDINATOR	22	1.0	0.0	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	1.0	1.0	0.0
TECHNICAL HARDWARE ANALYST I	17	1.0	1.0	0.0
<b>Total FTEs</b>		<b>5.0</b>	<b>3.0</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>5.0</b>	<b>3.0</b>	<b>(2.0)</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3400010007 432010	HPL- Digital Inclusion Initiative Interest on Pooled Investments	4,000	4,000	0
Total	Library	<u>4,000</u>	<u>4,000</u>	<u>0</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	247,439	318,589	201,359	203,476
501070	Pension - Civilian	58,690	80,793	51,193	55,671
502010	FICA - Civilian	17,978	24,373	14,368	15,565
503010	Health Ins-Act Civilian	31,695	40,178	34,985	33,096
503015	Basic Life Insurance - Active Civilian	142	186	118	118
503060	Long Term Disability-Civilian	309	425	254	255
503090	Workers Compensation-Civilian-Admin	744	1,310	786	885
504030	Unemployment Claims - Administration	0	70	0	0
<b>Total</b>	<b>Personnel Services</b>	<b>356,997</b>	<b>465,924</b>	<b>303,063</b>	<b>309,066</b>
511045	Computer Supplies	0	750	750	0
511060	Postage	0	250	250	0
511070	Miscellaneous Office Supplies	1,428	1,500	1,500	0
511150	Miscellaneous Parts & Supplies	1,309	6,000	3,500	0
<b>Total</b>	<b>Supplies</b>	<b>2,737</b>	<b>8,500</b>	<b>6,000</b>	<b>0</b>
520114	Miscellaneous Support Services	38,926	42,500	13,076	0
520121	IT Application Svcs	0	0	0	1,983
520515	Print Shop Services	0	250	250	0
520605	Advertising Services	1,814	2,500	0	0
520805	Education & Training	5,840	5,000	0	0
520905	Travel - Training Related	4,255	7,500	200	0
520910	Travel - Non-Training Related	2,332	0	0	0
521605	Data Services	10	0	0	727
521610	Voice Services	191	622	622	543
521620	Voice Equipment	0	4,154	4,154	1,249
521625	Voice Labor	0	5,266	5,266	8,117
521630	GIS Revolving Fund Services	81	278	278	270
522205	Metro Commuter Passes	0	1,134	1,134	0
522430	Misc Othr Svcs & Chrg	26,671	28,866	13,190	8,982
522721	Interfund HR Client Services	2,963	4,464	4,464	3,389
522722	KRONOS Service Chargeback	86	186	186	227
<b>Total</b>	<b>Other Services and Charges</b>	<b>83,169</b>	<b>102,720</b>	<b>42,820</b>	<b>25,487</b>
551015	Non-Capital Computer Equipment	45,489	15,000	5,000	0
551020	Non-Capital Communication Equipment	14,551	15,000	8,513	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>60,040</b>	<b>30,000</b>	<b>13,513</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>502,943</b>	<b>607,144</b>	<b>365,396</b>	<b>334,553</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	3,805,403	3,805,403	3,555,403
Current Revenues	26,017,193	26,148,844	26,245,042
Total Available Resources	29,822,596	29,954,247	29,800,445
Maintenance and Operations	26,398,844	26,398,844	26,245,042
Total Expenditures	26,398,844	26,398,844	26,245,042
Planned Ending Fund Balance	3,423,752	3,555,403	3,555,403
Total Budget	29,822,596	29,954,247	29,800,445

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	3,423,752	3,555,403	3,555,403
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, FY2015 Estimate and FY2016 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, protects life and property by operating the Public Safety Communications System and by coordinating and managing emergency situations. The Houston Information Technology Services Department (HITS) 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 a discussion-based exercise and an operational-based exercise.
- o Maintain City's Grant eligibility by submitting Emergency Management Performance Grant (EMPG), National Incident Management System Capability Assessment Support Tool (NIMSCAST) and Texas Regional Response Network (TRRN) Reports.

**Department Long Term Goals:**

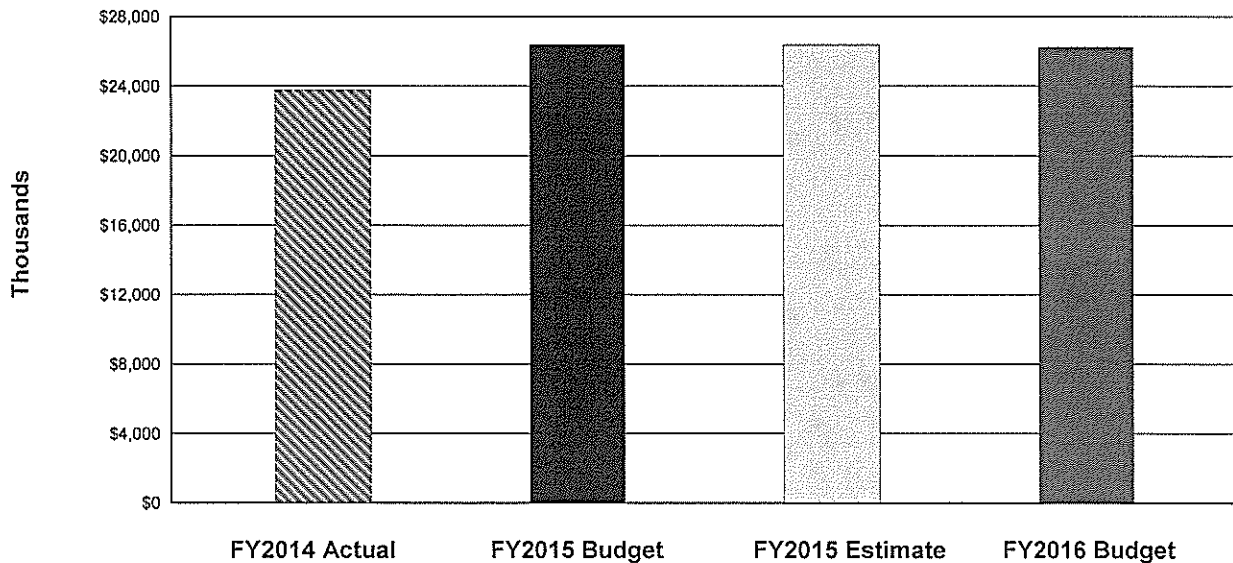
- o Improve efficiency over FY2015 baseline.
- o Accreditations of Houston Emergency Center:
  - National Academy of Emergency Medical Dispatch (NAEMD).
  - National Emergency Number Association Emergency Number Personnel (NENA ENP).
- o Establish Houston Emergency Communications State-Certified Academy.
- o Civilianization of the Houston Emergency Center.
- o Create a Disaster Recovery site for the CAD.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Houston Emergency Center</b>			
<b>Business Area</b> :		<b>Houston Emergency Center</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>2205 / 1500</b>			
		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	17,284,160	19,060,271	19,060,271	19,177,151
	Supplies	195,590	262,519	262,519	261,448
	Other Services and Charges	6,307,248	7,074,425	7,076,054	6,806,443
	Equipment	6,350	1,629	0	0
	Non-Capital Equipment	7,042	0	0	0
	Total M & O Expenditures	23,800,390	26,398,844	26,398,844	26,245,042
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	23,800,390	26,398,844	26,398,844	26,245,042
Revenues		24,206,124	26,017,193	26,148,844	26,245,042
Staffing	Full-Time Equivalents - Civilian	234.0	239.0	239.0	245.0
	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	234.0	239.0	239.0	245.0
	Full-Time Equivalents - Overtime	9.8	10.8	10.8	9.5
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o The FY2016 Budget supports the continuation of current service levels.				

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





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Answer 80% of Non-Emergency Calls within 10 Seconds	P	87%	80%	88%	80%
Answer 90% of Emergency Calls within 10 Seconds	P	98%	90%	97%	90%
Staff Training Hours per FTE - Office of Emergency Management (OEM)	P	124	40	100	45
Training Hours per Call Taker	P	24	24	24	24
Expenditures Budget vs Actual Utilization	F	94%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	96%	100%	101%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary							
Fund Name :		Houston Emergency Center					
Business Area :		Houston Emergency Center					
Fund No. /Bus Area No. :		2205 / 1500					
Division Description		FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>HEC-Office of the Director Group 150001</b>							
Provides management of the Houston Emergency Center and facilitation of public education.		4.1	1,011,556	5.0	1,212,315	5.0	1,205,202
<b>HEC-Information Technology Group 150002</b>							
Provides information technology management of the Houston Emergency Center and facilitation of public education.		0.0	5,027,782	0.0	5,073,131	0.0	5,096,582
<b>HEC-Police Call Taking Group 150003</b>							
Answers and processes police non-emergency number phone calls.		74.5	5,124,127	71.0	5,378,929	71.0	5,181,902
<b>HEC-9-1-1 Network Group 150004</b>							
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. Provides administrative support to HEC, which includes budget and finance, HR, training, and hiring of personnel.		147.8	11,706,429	154.0	13,160,839	160.0	13,421,159
<b>HEC - OEM 150005</b>							
Oversees the City's emergency and non-emergency response centers.		7.6	930,496	9.0	1,573,630	9.0	1,340,197
<b>Total</b>		<b>234.0</b>	<b>23,800,390</b>	<b>239.0</b>	<b>26,398,844</b>	<b>245.0</b>	<b>26,245,042</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
9-1-1 CUSTODIAN OF RECORDS	17	3.0	3.0	0.0
9-1-1 PSAP SUPERVISOR	21	24.0	24.0	0.0
9-1-1 PSAP SUPERVISOR-FIRE/EMS	23	9.0	9.0	0.0
9-1-1 TELECOMMUNICATOR	14	61.0	72.0	11.0
9-1-1 TELECOMMUNICATOR (CTO)	16	14.0	12.0	(2.0)
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	1.0	1.0	0.0
ADMINISTRATIVE ASSISTANT	17	7.0	7.0	0.0
ADMINISTRATIVE COORDINATOR	24	5.0	4.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	3.0	4.0	1.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	1.0	0.0
CUSTOMER SERVICE REP. III	16	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	1.0	0.0	(1.0)
DEPUTY DIRECTOR (EXEC)	34	2.0	2.0	0.0
DIVISION MANAGER	29	4.0	4.0	0.0
DIVISION MANAGER (EXEC)	29	1.0	1.0	0.0
EXECUTIVE OFFICE ASSISTANT	15	1.0	0.0	(1.0)
H.E.C. TELECOMM. SHIFT MANAGER	26	4.0	4.0	0.0
HUMAN RESOURCES ASSISTANT	13	0.0	1.0	1.0
HUMAN RESOURCES MANAGER	27	0.0	1.0	1.0
MANAGEMENT ANALYST II	18	1.0	1.0	0.0
MANAGEMENT ANALYST III	21	1.0	1.0	0.0
MANAGEMENT ANALYST IV	25	1.0	0.0	(1.0)
POLICE TELECOMMUNICATOR	14	46.0	42.0	(4.0)
SENIOR 9-1-1 TELECOMMUNICATOR	16	34.0	35.0	1.0
SENIOR 9-1-1 TELECOMMUNICATOR (CTO)	18	6.0	6.0	0.0
SENIOR GIS ANALYST	24	1.0	1.0	0.0
SENIOR HUMAN RESOURCES GENERALIST	21	0.0	1.0	1.0
SENIOR OFFICE ASSISTANT	12	1.0	1.0	0.0
SENIOR STAFF ANALYST	28	1.0	1.0	0.0
STAFF ANALYST	26	1.0	1.0	0.0
SYSTEMS ACCOUNTANT III	27	1.0	1.0	0.0
TRAINING COORDINATOR	24	4.0	4.0	0.0
<b>Total FTEs</b>		<b>241.0</b>	<b>247.0</b>	<b>6.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>239.0</b>	<b>245.0</b>	<b>6.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1500010001	HEC-Director			
426360	Reimbursement for 911 Staff	76,704	76,704	76,704
490010	Transfer from General Fund	1,135,611	1,135,611	1,128,498
1500020001	HEC-IT			
490010	Transfer from General Fund	4,941,480	5,073,131	5,096,582
1500030001	HEC-Police Call Take			
424060	Interfund Airport Police Services	200,000	200,000	190,000
490010	Transfer from General Fund	5,178,929	5,178,929	4,991,902
1500040001	HEC-9-1-1 Network			
426360	Reimbursement for 911 Staff	13,160,839	13,160,839	13,421,159
1500050001	HEC - OEM			
423010	Other Grant Awards	193,542	193,542	193,542
490010	Transfer from General Fund	1,130,088	1,130,088	1,146,655
Total	Houston Emergency Center	<u>26,017,193</u>	<u>26,148,844</u>	<u>26,245,042</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	10,964,489	11,669,474	11,669,474	11,719,380
500040	Salary Assignment Pay - Classified	12,832	11,790	11,790	11,790
500060	Overtime - Civilian	544,895	601,275	601,275	601,275
500090	Premium Pay - Civilian	201,799	242,892	242,892	242,892
500110	Bilingual Pay - Civilian	45,381	47,338	47,338	47,338
500240	HOPE Community Service Usage	539	0	0	0
500250	HOPE Union Business Usage	1,481	0	0	0
501070	Pension - Civilian	2,551,562	2,959,373	2,959,373	3,206,415
501120	Termination Pay - Civilian	201,942	466,390	466,390	466,390
502010	FICA - Civilian	865,059	960,297	960,297	961,560
503010	Health Ins-Act Civilian	1,715,171	1,782,505	1,782,505	1,590,918
503015	Basic Life Insurance - Active Civilian	6,276	6,778	6,778	6,772
503040	Health/Life Ins.Ret-Classified	3,045	0	0	0
503050	Health/Life Insurance - Retiree Civilian	75,548	94,742	94,742	94,742
503060	Long Term Disability-Civilian	18,939	20,316	20,316	20,847
503090	Workers Compensation-Civilian-Admin	48,629	62,618	62,618	72,349
503100	Workers Compensation-Civilian-Claim	13,352	63,793	63,793	63,793
504030	Unemployment Claims - Administration	13,221	34,775	34,775	34,775
504031	Unemployment Claims	0	35,915	35,915	35,915
<b>Total</b>	<b>Personnel Services</b>	<b>17,284,160</b>	<b>19,060,271</b>	<b>19,060,271</b>	<b>19,177,151</b>
511015	Cleaning & Sanitary Supplies	0	1,000	1,000	1,000
511020	Construction Materials	983	0	0	0
511040	Audiovisual Supplies	4,052	6,700	5,040	5,000
511045	Computer Supplies	31,878	37,500	37,500	37,500
511050	Paper & Printing Supplies	5,456	8,500	8,500	8,500
511055	Publications & Printed Materials	2,524	2,500	2,500	2,500
511060	Postage	642	9,045	9,045	9,045
511070	Miscellaneous Office Supplies	56,065	87,526	87,526	87,526
511080	General Laboratory Supplies	1,549	0	0	0
511090	Medical & Surgical Supplies	0	8,500	8,500	8,500
511110	Fuel	5,234	5,445	5,445	4,374
511115	Vehicle Repair & Maintenance Supplies	5,640	1,000	1,000	1,000
511120	Clothing	12,182	10,500	10,500	10,500
511125	Food Supplies	2,952	14,200	14,200	14,200
511135	Recreational Supplies	10,909	16,650	18,310	18,350
511145	Small Tools & Minor Equipment	14,065	21,500	21,500	21,500
511150	Miscellaneous Parts & Supplies	41,459	31,953	31,953	31,953
<b>Total</b>	<b>Supplies</b>	<b>195,590</b>	<b>262,519</b>	<b>262,519</b>	<b>261,448</b>
520100	Temporary Personnel Services	481,635	414,849	314,849	314,849
520105	Accounting & Auditing Services	8,625	0	0	0
520106	Architectural Services	64,360	0	0	0
520108	Information Resource Services	(79)	0	0	0
520109	Medical Dental & Laboratory Services	2,816	1,650	1,650	1,650
520110	Management Consulting Services	4,480	0	0	0
520114	Miscellaneous Support Services	132,865	124,242	200,871	190,871
520115	Real Estate Lease/Office Rental	5,767	7,108	7,108	7,108
520119	Computer Eq/SW Mnt	3,446	114,906	114,906	114,906

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520120	Communications Equipment Services	0	7,403	7,403	7,403
520121	IT Application Svcs	108,275	152,404	152,404	172,301
520122	Office Equipment Services	0	500	500	500
520123	Vehicle & Motor Equipment Services	4,582	0	0	0
520126	Construction Site Work Services	0	266,500	251,500	1,500
520128	Other Construction Work Services	1,051	0	0	0
520140	Civic Arts	0	1,999	1,999	1,999
520510	Mail/Delivery Services	199	1,700	1,700	1,700
520515	Print Shop Services	1,904	7,000	7,000	7,000
520520	Printing & Reproduction Services	245	43,210	45,155	45,155
520605	Advertising Services	7,368	3,000	3,000	3,000
520705	Insurance Fees	86,828	103,440	103,440	89,288
520765	Membership & Professional Fees	16,191	18,975	18,975	18,975
520805	Education & Training	41,048	107,500	107,500	107,500
520815	Tuition Reimbursement	4,000	0	0	0
520905	Travel - Training Related	105,286	58,740	65,140	65,140
520910	Travel - Non-Training Related	(207)	22,000	15,600	15,600
521305	Indirect Cost Recovery Payment	110,000	110,000	110,000	110,000
521435	Water Services	0	1,800	1,800	1,800
521605	Data Services	82,465	107,007	107,007	90,345
521610	Voice Services	67,438	56,468	56,468	49,263
521615	Radio Communications	0	5,000	5,000	5,000
521620	Voice Equipment	368	8,979	8,979	2,699
521625	Voice Labor	0	11,383	11,383	17,546
521630	GIS Revolving Fund Services	9,618	13,470	13,470	12,884
521635	Voice Services -Wireless	30,726	29,511	29,511	25,079
521715	Office Equipment Rental	19,729	25,000	25,000	25,000
521725	Other Rental	666	7,140	7,140	7,140
521730	Parking Space Rental	300	7,387	7,387	7,387
522430	Misc Othr Svcs & Chrg	129,676	183,445	223,445	221,023
522720	Interfund Payroll Services	(2,076)	0	0	0
522721	Interfund HR Client Services	2,339	3,758	3,758	7,058
522722	KRONOS Service Chargeback	9,875	10,959	10,959	13,346
522723	Drainage Fee Service Chargeback	10,897	10,900	10,900	10,900
522730	Interfund Engineering Services	899	1,945	0	0
522735	Interfund Communication Equipment Repair	0	10,000	10,000	10,000
522795	Other Interfund Services	4,745,936	4,994,876	4,994,876	5,019,050
522845	Interfund Vehicle Services	7,707	18,271	18,271	4,478
<b>Total</b>	<b>Other Services and Charges</b>	<b>6,307,248</b>	<b>7,074,425</b>	<b>7,076,054</b>	<b>6,806,443</b>
560230	Computer HW and Developed SW	6,350	1,629	0	0
<b>Total</b>	<b>Equipment</b>	<b>6,350</b>	<b>1,629</b>	<b>0</b>	<b>0</b>
551020	Non-Capital Communication Equipment	6,786	0	0	0
551025	Non-Capital Scientific/Medical Equipment	256	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>7,042</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>23,800,390</b>	<b>26,398,844</b>	<b>26,398,844</b>	<b>26,245,042</b>

**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	506,482
Current Revenues	4,254,153	4,675,400	4,779,900
Total Available Resources	<u>4,791,973</u>	<u>5,213,220</u>	<u>5,286,382</u>
Maintenance and Operations	2,411,738	2,411,738	2,570,307
Contract with Non-Profit	2,295,000	2,295,000	2,347,250
Total Expenditures	<u>4,706,738</u>	<u>4,706,738</u>	<u>4,917,557</u>
Planned Ending Fund Balance	<u>85,235</u>	<u>506,482</u>	<u>368,825</u>
Total Budget	<u><u>4,791,973</u></u>	<u><u>5,213,220</u></u>	<u><u>5,286,382</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	85,235	506,482	368,825
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).

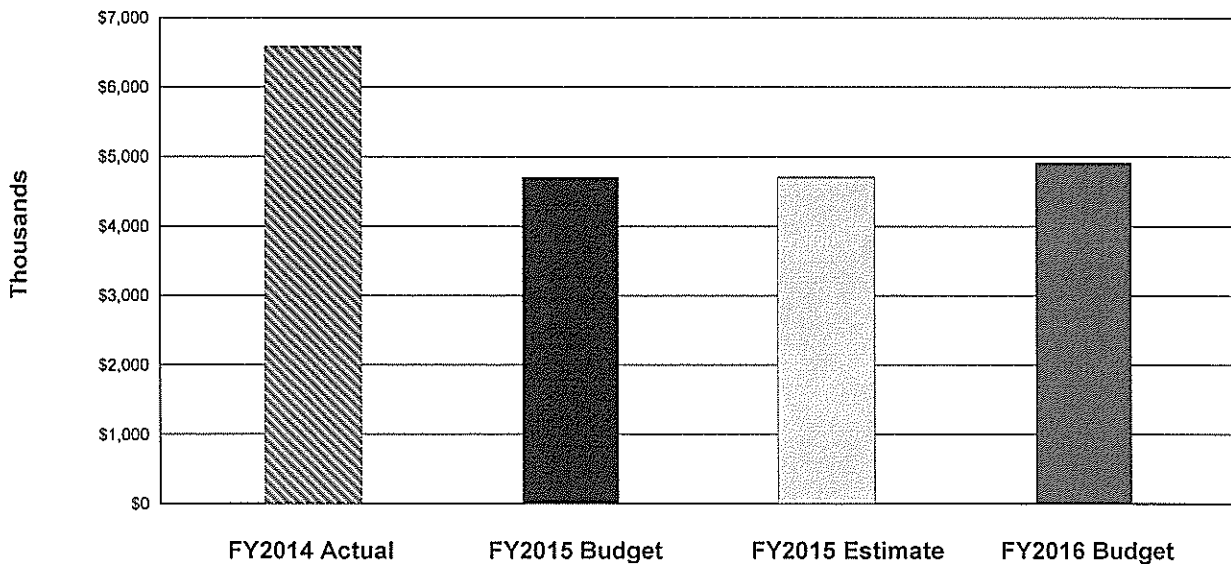
**FISCAL YEAR 2016 BUDGET**

**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	1,524,100
	Supplies	31,726	36,060	36,060	45,388
	Other Services and Charges	4,913,042	2,847,969	2,847,969	2,894,736
	Equipment	0	75,430	75,430	125,000
	Non-Capital Equipment	0	0	0	25,000
	Total M & O Expenditures	6,282,887	4,348,267	4,348,267	4,614,224
	Debt Service & Other Uses	303,333	358,471	358,471	303,333
	Total Expenditure	6,586,220	4,706,738	4,706,738	4,917,557
Revenues		4,288,638	4,254,153	4,675,400	4,779,900
Staffing	Full-Time Equivalents - Civilian	16.3	17.0	17.0	19.0
	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	16.3	17.0	17.0	19.0
	Full-Time Equivalents - Overtime	0.2	0.1	0.1	0.4
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 FTEsCosts \$	FY2015 Estimate FTEsCosts \$	FY2016 Budget FTEsCosts \$
Cable Television 500002 Instrumental in providing quality services to viewers and meeting programming goals. Provides DVD programming copies to city departments and viewers as requested.	16.36,586,220	17.04,706,738	19.04,917,557
Total	16.36,586,220	17.04,706,738	19.04,917,557

**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**

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
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>4,254,153</b>	<b>4,675,400</b>	<b>4,779,900</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

Commit Item	Job Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
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

Commit Item	Job Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
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>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name :** Houston Civic Events Special Revenue Fund  
**Business Area :** Mayor's Office  
**Fund No./Bus. Area No. :** 2429 / 5000

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	0	0	654
Current Revenues	2,286,317	2,286,317	2,931,696
Total Available Resources	<u>2,286,317</u>	<u>2,286,317</u>	<u>2,932,350</u>
Maintenance and Operations	2,285,663	2,285,663	2,932,350
Total Expenditures	<u>2,285,663</u>	<u>2,285,663</u>	<u>2,932,350</u>
Planned Ending Fund Balance	<u>654</u>	<u>654</u>	<u>0</u>
Total Budget	<u><u>2,286,317</u></u>	<u><u>2,286,317</u></u>	<u><u>2,932,350</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	654	654	0
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 Houston Civic Events Special Revenue Fund (2429). Also included are the beginning and ending fund balances, total revenues, and total expenditures.

The City of Houston Mayor's Office of Special Events (MOSE) produces and permits events for the City of Houston. Events coordinated by this office include citywide and neighborhood festivals, dedications, inaugurations, parades, tree plantings, fun runs, galas, ground-breakings, and holiday celebrations.

Civic celebration is vital to the spirit of Houston. The Mayor's Office of Special Events produces and permits produced events that enhance the image of the City and highlight Houston's diverse culture.

The Mayor's Office of Trade and International Affairs (MOTIA) supports the Mayor of the City of Houston in encouraging and receiving international delegations by drawing attention to Houston's civic attributes. The office also supports outbound delegations led by Mayor or with Mayoral approval to promote and market Houston as a destination for business, travel, and investment.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

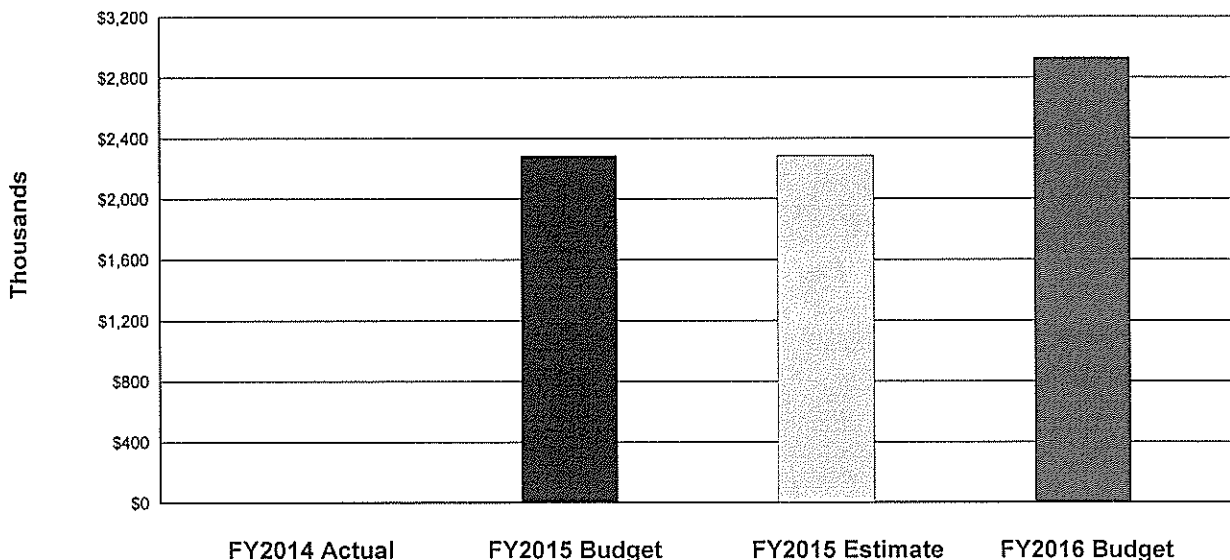
**Fund Name :** Houston Civic Events Special Revenue Fund

**Business Area :** Mayor's Office

**Fund No. /Bus. Area No. :** 2429 / 5000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	0	1,809,337	1,809,337	2,146,715
	Supplies	0	103,645	103,645	135,721
	Other Services and Charges	0	372,681	372,681	649,914
	Total M & O Expenditures	0	2,285,663	2,285,663	2,932,350
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	0	2,285,663	2,285,663	2,932,350
Revenues		0	2,286,317	2,286,317	2,931,696
Staffing	Full-Time Equivalents - Civilian	0.0	15.7	15.7	21.0
	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	15.7	15.7	21.0
	Full-Time Equivalents - Overtime	0.0	0.5	0.5	0.5
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o The FY2016 Budget includes funding of \$890,000 for the Trade and International Affairs division (5 FTEs) to manage activities designed to promote business travel and hotel occupancy as well as protocol services for the City of Houston. This division will receive funding from Houston First Local Government Corporation (LGC) funded by Hotel Occupancy Taxes.				

**Houston Civic Events Special Revenue Fund  
Mayor's Office  
Expenditure Summary**





**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Houston Civic Events Special Revenue Fund						
Business Area : Mayor's Office						
Fund No. /Bus Area No. : 2429 / 5000						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Houston Civic Events 500003 Produces, co-produces, and permits events that enhance the image of the City and highlights Houston's diverse culture. Facilitates activities designed to promote business travel and hotel occupancy, and maintain protocol services in the City of Houston.	0.0	0	15.7	2,285,663	21.0	2,932,350
<b>Total</b>	<b>0.0</b>	<b>0</b>	<b>15.7</b>	<b>2,285,663</b>	<b>21.0</b>	<b>2,932,350</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Houston Civic Events Special Revenue Fund  
**Business Area :** Mayor's Office  
**Fund No./Bus. Area No. :** 2429 / 5000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE COORDINATOR	24	2.0	3.0	1.0
ADMINISTRATIVE SPECIALIST	20	0.0	3.0	3.0
ADMINISTRATIVE SPECIALIST (EXEC)	20	1.0	0.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	1.0	1.0	0.0
DEPUTY DIRECTOR (EXEC)	34	1.0	0.0	(1.0)
DIVISION MANAGER (EXEC)	29	1.0	1.0	0.0
EVENT COORDINATOR	19	4.0	4.0	0.0
MARKETING SPECIALIST	25	1.0	1.0	0.0
MYR SPECIAL EVENTS DIRECTOR	34	0.0	1.0	1.0
PROJECT MANAGER	24	0.0	1.0	1.0
SENIOR PROJECT MANAGER	27	1.0	1.0	0.0
SENIOR STAFF ANALYST	28	0.0	1.0	1.0
SENIOR SUPERINTENDENT	27	1.0	1.0	0.0
STAGE SUPERVISOR	15	1.0	1.0	0.0
<b>Total FTEs</b>		<b>16.0</b>	<b>21.0</b>	<b>5.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.3</b>	<b>0.0</b>	<b>(0.3)</b>
<b>Full-Time Equivalents</b>		<b>15.7</b>	<b>21.0</b>	<b>5.3</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : Houston Civic Events Special Revenue Fund  
Business Area : Mayor's Office  
Fund No./Bus. Area No. : 2429 / 5000

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
5000030000	MYR - Special Events			
421410	Permit Preparation Fees	23,654	23,654	22,000
432010	Interest on Pooled Investments	6,000	6,000	10,000
490010	Transfer from General Fund	1,640,507	1,640,507	1,641,265
5000030001	MYR - Houston Civic Events			
490120	Transfer from Component Unit	384,546	384,546	368,431
5000030002	MYR – Trade & International Affairs			
490010	Transfer from General Fund	231,610	231,610	890,000
Total	Mayor's Office	<u>2,286,317</u>	<u>2,286,317</u>	<u>2,931,696</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Houston Civic Events Special Revenue Fund  
**Business Area :** Mayor's Office  
**Fund No./Bus. Area No. :** 2429 / 5000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	0	1,215,039	1,215,039	1,442,323
500060	Overtime - Civilian	0	35,700	35,700	35,700
500090	Premium Pay - Civilian	0	11	11	0
500110	Bilingual Pay - Civilian	0	2,711	2,711	2,711
501070	Pension - Civilian	0	304,623	304,623	394,621
502010	FICA - Civilian	0	94,646	94,646	111,626
503010	Health Ins-Act Civilian	0	147,684	147,684	150,907
503015	Basic Life Insurance - Active Civilian	0	703	703	831
503060	Long Term Disability-Civilian	0	1,222	1,222	1,789
503090	Workers Compensation-Civilian-Admin	0	4,560	4,560	6,207
503100	Workers Compensation-Civilian-Claim	0	2,438	2,438	0
<b>Total</b>	<b>Personnel Services</b>	<b>0</b>	<b>1,809,337</b>	<b>1,809,337</b>	<b>2,146,715</b>
511045	Computer Supplies	0	10,500	10,500	500
511050	Paper & Printing Supplies	0	1,016	1,016	14,420
511055	Publications & Printed Materials	0	0	0	3,000
511060	Postage	0	1,200	1,200	6,700
511070	Miscellaneous Office Supplies	0	14,000	14,000	16,947
511110	Fuel	0	14,957	14,957	4,154
511115	Vehicle Repair & Maintenance Supplies	0	1,500	1,500	2,500
511120	Clothing	0	472	472	0
511125	Food Supplies	0	0	0	15,000
511150	Miscellaneous Parts & Supplies	0	60,000	60,000	72,500
<b>Total</b>	<b>Supplies</b>	<b>0</b>	<b>103,645</b>	<b>103,645</b>	<b>135,721</b>
520114	Miscellaneous Support Services	0	24,833	24,833	0
520118	Refuse Disposal	0	1,000	1,000	1,000
520121	IT Application Svcs	0	22,668	22,668	5,844
520123	Vehicle & Motor Equipment Services	0	319	319	0
520132	Contracts/Sponsorships	0	30,000	30,000	55,000
520510	Mail/Delivery Services	0	700	700	2,200
520515	Print Shop Services	0	4,500	4,500	4,500
520520	Printing & Reproduction Services	0	13,600	13,600	13,600
520765	Membership & Professional Fees	0	17,438	17,438	145,000
520910	Travel - Non-Training Related	0	40,500	40,500	90,974
521605	Data Services	0	23,251	23,251	3,138
521610	Voice Services	0	7,951	7,951	0
521620	Voice Equipment	0	469	469	0
521625	Voice Labor	0	595	595	0
521630	GIS Revolving Fund Services	0	0	0	1,863
521635	Voice Services -Wireless	0	7,365	7,365	0
521705	Vehicle/Equipment Rental/Lease	0	22,000	22,000	22,000
521715	Office Equipment Rental	0	6,252	6,252	6,252
521725	Other Rental	0	16,891	16,891	27,141
521730	Parking Space Rental	0	10,559	10,559	14,285
521735	Hobby Parking Space Rental	0	975	975	0
522205	Metro Commuter Passes	0	710	710	945
522430	Misc Othr Svcs & Chrg	0	98,000	98,000	236,386
522721	Interfund HR Client Services	0	0	0	15,811
522722	KRONOS Service Chargeback	0	105	105	0
522845	Interfund Vehicle Services	0	22,000	22,000	3,975
<b>Total</b>	<b>Other Services and Charges</b>	<b>0</b>	<b>372,681</b>	<b>372,681</b>	<b>649,914</b>
<b>Grand Total Expenditures</b>		<b>0</b>	<b>2,285,663</b>	<b>2,285,663</b>	<b>2,932,350</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	78,718	78,718	19,460
Current Revenues	865,866	700,400	742,600
Total Available Resources	<u>944,584</u>	<u>779,118</u>	<u>762,060</u>
Maintenance and Operations	778,718	759,658	762,060
Total Expenditures	<u>778,718</u>	<u>759,658</u>	<u>762,060</u>
Planned Ending Fund Balance	<u>165,866</u>	<u>19,460</u>	<u>0</u>
Total Budget	<u><u>944,584</u></u>	<u><u>779,118</u></u>	<u><u>762,060</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	165,866	19,460	0
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 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.

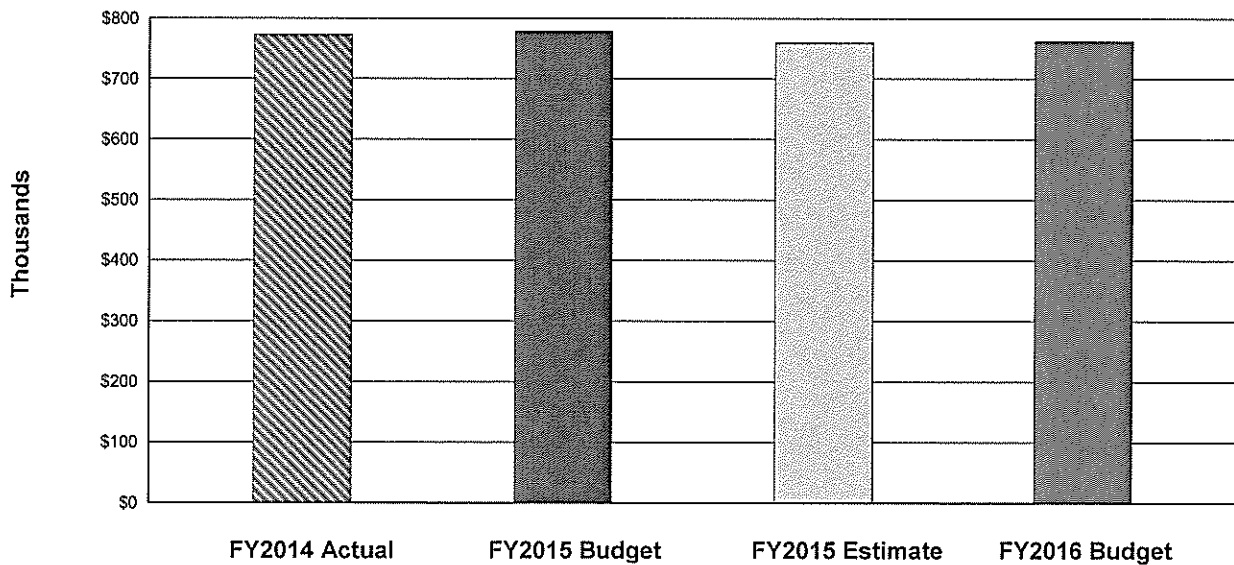
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Supplies	0	9,978	0	0
	Other Services and Charges	772,847	768,740	759,658	762,060
	Total M & O Expenditures	772,847	778,718	759,658	762,060
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	772,847	778,718	759,658	762,060
Revenues		829,197	865,866	700,400	742,600
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	<p>The FY2016 Budget includes:</p> <ul style="list-style-type: none"> <li>o Funding for contractual costs for building security at all Municipal Court facilities, including armored car service and private security guards.</li> </ul>				

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



**FISCAL YEAR 2016 BUDGET**

Division Summary

Fund Name : Municipal Court Bldg Security Fund

Business Area : Municipal Courts Department

Fund No. /Bus Area No. : 2206 / 1600

Division Description	FY2014 Actual FTEs      Costs \$	FY2015 Estimate FTEs      Costs \$	FY2016 Budget FTEs      Costs \$
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 \$3.00 fee.	0.0      772,847	0.0      759,658	0.0      762,060
Total	0.0      772,847	0.0      759,658	0.0      762,060

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1600010001	MCD - Administrative Services			
432010	Interest on Pooled Investments	363	600	600
452030	Miscellaneous Revenue	865,503	699,800	742,000
Total	Municipal Courts Department	<u>865,866</u>	<u>700,400</u>	<u>742,600</u>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511150	Miscellaneous Parts & Supplies	0	9,978	0	0
<b>Total</b>	<b>Supplies</b>	<b>0</b>	<b>9,978</b>	<b>0</b>	<b>0</b>
520102	Security Services	724,742	717,250	717,250	717,250
520114	Miscellaneous Support Services	48,105	51,490	42,408	44,810
<b>Total</b>	<b>Other Services and Charges</b>	<b>772,847</b>	<b>768,740</b>	<b>759,658</b>	<b>762,060</b>
<b>Grand Total Expenditures</b>		<b>772,847</b>	<b>778,718</b>	<b>759,658</b>	<b>762,060</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	141,508	141,508	193,504
Current Revenues	1,375,205	1,176,996	1,247,507
Total Available Resources	1,516,713	1,318,504	1,441,011
Maintenance and Operations	1,188,929	1,125,000	992,000
Debt Services	0	0	0
Total Expenditures	1,188,929	1,125,000	992,000
Planned Ending Fund Balance	327,784	193,504	449,011
Total Budget	1,516,713	1,318,504	1,441,011
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	327,784	193,504	449,011
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, FY2015 Estimate and the FY2016 Budget for the Municipal Courts Technology 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 maintain systems to operate efficiently.

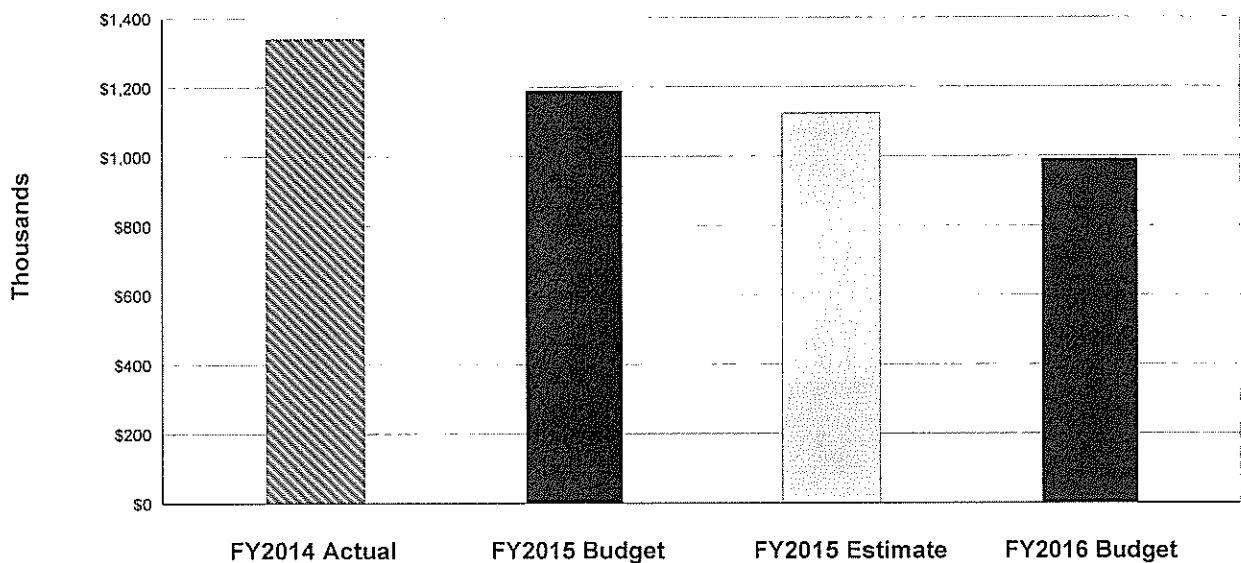
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Other Services and Charges	952,358	963,929	950,000	642,000
	Equipment	37,655	225,000	175,000	350,000
	Total M & O Expenditures	990,013	1,188,929	1,125,000	992,000
	Debt Service & Other Uses	350,000	0	0	0
	Total Expenditure	1,340,013	1,188,929	1,125,000	992,000
Revenues		1,371,309	1,375,205	1,176,996	1,247,507
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 FY2016 Budget includes: o Funding for technology-related maintenance, system support contracts and software/hardware purchases. o Reduced costs for legacy CourtView read-only access/record retention of cases not migrated to CSMART. o Software to monitor debt collection performance of the Champion Challenger vendors. o Hardware/software to retrofit one courtroom for electronic recording.				

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



**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
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 court fee on all traffic and non-traffic misdemeanors.	0.0	1,340,013	0.0	1,125,000	0.0	992,000
Total	0.0	1,340,013	0.0	1,125,000	0.0	992,000

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1600010001	MCD - Administrative Services			
427080	Municipal Courts Technology	1,372,365	1,175,196	1,245,707
432010	Interest on Pooled Investments	2,840	1,800	1,800
Total	Municipal Courts Department	<u>1,375,205</u>	<u>1,176,996</u>	<u>1,247,507</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520107	Computer Info/Contr	254,521	270,000	270,000	170,000
520108	Information Resource Services	25,977	0	0	0
520119	Computer Eq/SW Mnt	206,480	284,839	182,000	182,000
520157	Computer Software Maintenance Services	465,380	409,090	498,000	290,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>952,358</b>	<b>963,929</b>	<b>950,000</b>	<b>642,000</b>
560210	Furniture Fixtures and Equipment	17,950	0	0	0
560230	Computer HW and Developed SW	19,705	225,000	175,000	350,000
<b>Total</b>	<b>Equipment</b>	<b>37,655</b>	<b>225,000</b>	<b>175,000</b>	<b>350,000</b>
532055	Transfers to Certification of Obligation	350,000	0	0	0
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>1,340,013</b>	<b>1,188,929</b>	<b>1,125,000</b>	<b>992,000</b>





**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	1,766,006	1,766,006	1,516,714
Current Revenues	1,355,752	1,355,752	1,436,362
Total Available Resources	<u>3,121,758</u>	<u>3,121,758</u>	<u>2,953,076</u>
Maintenance and Operations	1,879,118	1,605,044	2,006,826
Total Expenditures	<u>1,879,118</u>	<u>1,605,044</u>	<u>2,006,826</u>
Planned Ending Fund Balance	<u>1,242,640</u>	<u>1,516,714</u>	<u>946,250</u>
Total Budget	<u><u>3,121,758</u></u>	<u><u>3,121,758</u></u>	<u><u>2,953,076</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	1,242,640	1,516,714	946,250
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 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 \$3.00 court fee associated with each Class "C" misdemeanor conviction with the exception of pedestrian and parking offenses. As of FY2014, the fund is funded by the collection of a \$5.00 fee per paid conviction.

The City of Houston collects an additional \$2.00 per traffic and non-traffic misdemeanor conviction for the Truancy Prevention and Diversion Program. This fee is distributed as follows: \$1.00 is retained by the City of Houston and \$1.00 is remitted to the State. 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.

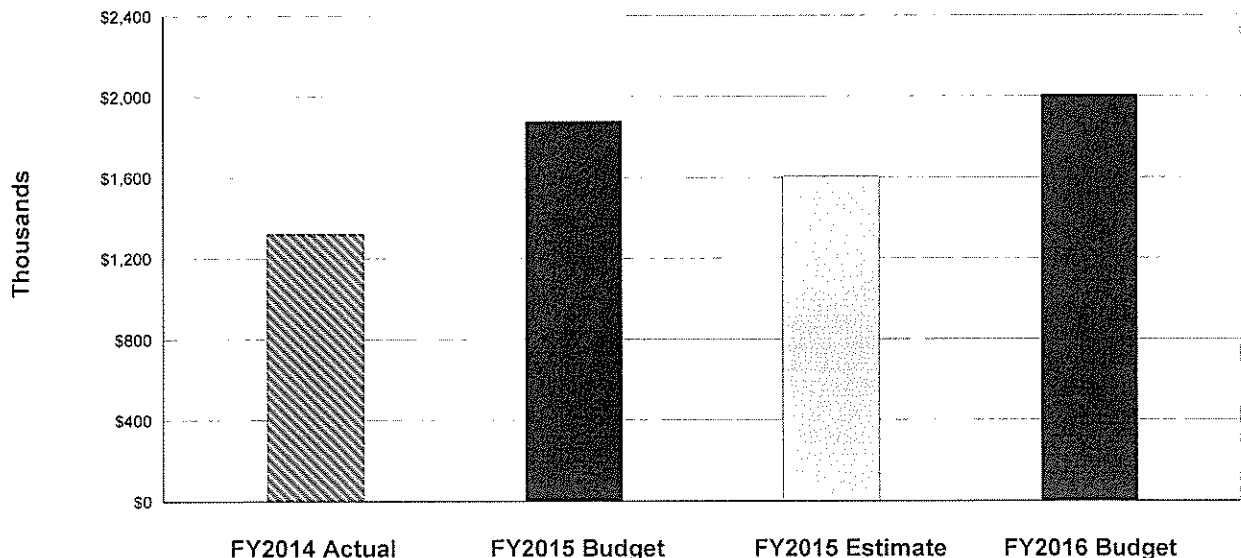
For FY2016, the Juvenile Case Manager Program will continue to provide services to both Houston Independent School District and Spring Branch Independent School District middle and high school campuses.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name		Juvenile Case Manager Fee				
Business Area		Municipal Courts Department				
Fund No. /Bus. Area No.		2211 / 1600	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	1,161,288	1,627,850	1,467,321	1,754,550	
	Supplies	3,555	7,000	7,000	11,000	
	Other Services and Charges	159,802	240,548	127,003	121,276	
	Non-Capital Equipment	0	3,720	3,720	120,000	
	Total M & O Expenditures	1,324,645	1,879,118	1,605,044	2,006,826	
	Debt Service & Other Uses	0	0	0	0	
	Total Expenditure	1,324,645	1,879,118	1,605,044	2,006,826	
Revenues		1,339,525	1,355,752	1,355,752	1,436,362	
Staffing	Full-Time Equivalents - Civilian	18.4	24.0	20.2	24.0	
	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	18.4	24.0	20.2	24.0	
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0	
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.					
	o Continuation of grant funding through the Criminal Justice Division of the Office of the Governor.					

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



**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Juvenile Case Manager Fee Business Area : Municipal Courts Department Fund No. /Bus Area No. : 2211 / 1600						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
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.	18.4	1,324,645	20.2	1,605,044	24.0	2,006,826
Total	18.4	1,324,645	20.2	1,605,044	24.0	2,006,826

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE ASSISTANT	17	0.5	0.0	(0.5)
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	0.5	0.0	(0.5)
JUVENILE CASE MANAGER	20	20.0	20.0	0.0
SENIOR JUVENILE CASE MANAGER	23	2.0	3.0	1.0
<b>Total FTEs</b>		<b>24.0</b>	<b>24.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>24.0</b>	<b>24.0</b>	<b>0.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1600070001	MCD - Judicial Operations Group			
427270	Juvenile Case Manager Revenue	1,179,069	1,179,069	1,249,813
427290	Truancy Prevention and Diversion Revenue	164,437	164,437	174,303
432010	Interest on Pooled Investments	12,246	12,246	12,246
<b>Total</b>	<b>Municipal Courts Department</b>	<b>1,355,752</b>	<b>1,355,752</b>	<b>1,436,362</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	784,667	1,080,555	982,958	1,178,476
500030	Salary Part Time - Civilian	0	17,550	0	0
500110	Bilingual Pay - Civilian	8,058	10,000	9,956	14,500
501070	Pension - Civilian	183,492	274,031	248,631	322,429
501120	Termination Pay - Civilian	7,255	2,000	3,100	3,000
502010	FICA - Civilian	59,195	84,769	73,237	91,261
503010	Health Ins-Act Civilian	113,075	149,382	142,023	135,059
503015	Basic Life Insurance - Active Civilian	442	622	544	689
503060	Long Term Disability-Civilian	1,497	2,001	1,712	2,044
503090	Workers Compensation-Civilian-Admin	3,607	6,310	5,160	7,092
504030	Unemployment Claims - Administration	0	630	0	0
<b>Total</b>	<b>Personnel Services</b>	<b>1,161,288</b>	<b>1,627,850</b>	<b>1,467,321</b>	<b>1,754,550</b>
511055	Publications & Printed Materials	636	0	0	0
511070	Miscellaneous Office Supplies	2,896	4,000	4,000	6,000
511120	Clothing	0	3,000	3,000	5,000
511125	Food Supplies	23	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>3,555</b>	<b>7,000</b>	<b>7,000</b>	<b>11,000</b>
520119	Computer Eq/SW Mnt	116,204	31,207	31,207	15,000
520121	IT Application Svcs	3,199	4,041	4,041	6,889
520126	Construction Site Work Services	0	139,280	0	0
520515	Print Shop Services	324	300	300	300
520765	Membership & Professional Fees	1,475	1,200	1,200	1,200
520805	Education & Training	2,370	5,000	5,299	6,000
520905	Travel - Training Related	6,516	6,437	6,437	10,000
520910	Travel - Non-Training Related	6,211	20,562	20,562	22,000
521605	Data Services	2,729	1,532	1,617	1,372
521610	Voice Services	146	307	307	54
521620	Voice Equipment	17	452	452	136
521625	Voice Labor	188	573	573	884
521630	GIS Revolving Fund Services	770	1,111	1,103	1,092
521635	Voice Services -Wireless	12,005	2,219	14,700	15,000
521730	Parking Space Rental	6,915	12,000	12,000	13,500
522721	Interfund HR Client Services	0	13,623	26,501	27,000
522722	KRONOS Service Chargeback	733	704	704	849
<b>Total</b>	<b>Other Services and Charges</b>	<b>159,802</b>	<b>240,548</b>	<b>127,003</b>	<b>121,276</b>
551010	Non-Cap Office Furniture & Equipment	0	3,720	3,720	120,000
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>0</b>	<b>3,720</b>	<b>3,720</b>	<b>120,000</b>
<b>Grand Total Expenditures</b>		<b>1,324,645</b>	<b>1,879,118</b>	<b>1,605,044</b>	<b>2,006,826</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	2,045,932	2,045,932	1,248,054
Current Revenues	421,876	554,699	574,282
Total Available Resources	2,467,808	2,600,631	1,822,336
Maintenance and Operations	952,577	952,577	678,186
Other Interfund Transfers	400,000	400,000	400,000
Total Expenditures	1,352,577	1,352,577	1,078,186
Planned Ending Fund Balance	1,115,231	1,248,054	744,150
Total Budget	2,467,808	2,600,631	1,822,336
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	1,115,231	1,248,054	744,150
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 Contractor Responsibility Fund. Also included are the beginning and ending fund balance, total revenues and total expenditures.

The Contractor Responsibility Fund was established with ordinance 2007-534 in July 2007. Through the implementation of 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 costs 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 costs 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 costs 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 day 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 (HPD), Harris County RIDES, and Community Health Centers. ATP provides non-emergency 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.

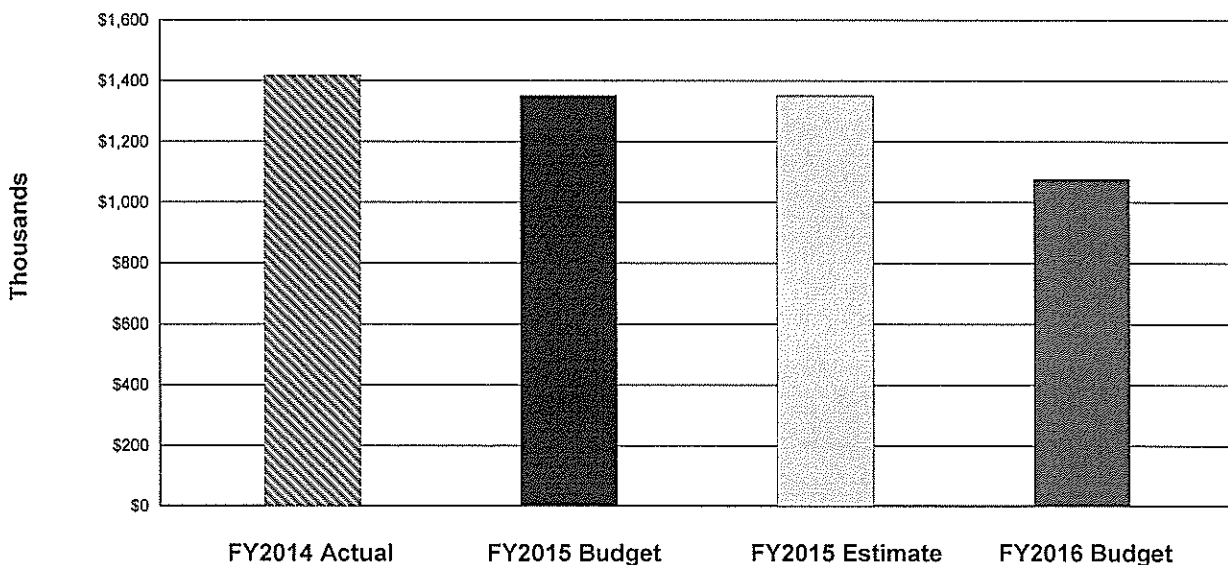
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	116,829	122,508	122,508	129,276
	Other Services and Charges	502,731	830,069	830,069	548,910
	Total M & O Expenditures	619,560	952,577	952,577	678,186
	Debt Service & Other Uses	800,000	400,000	400,000	400,000
	Total Expenditure	1,419,560	1,352,577	1,352,577	1,078,186
Revenues		390,183	421,876	554,699	574,282
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	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contributions.</li> <li>o Continue commitment to support the Care Houston Program with estimated costs of \$400,000.</li> <li>o Decrease support for the Tex-Health Harris County 3 Share Plan due to the anticipation of more enrollees signing up for healthcare through the Affordable Care Act Marketplace.</li> <li>o Decrease in funding for the Alternative Transportation Program due to changes in scope of services over a specific period of time.</li> </ul>				

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





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Ratio of Play Option Contracts	J	65%	40%	57%	60%
Expenditures Budget vs Actual Utilization	F	108%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	83%	100%	131%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Contractor Responsibility Fund						
Business Area : Office of Business Opportunity						
Fund No. /Bus Area No. : 2424 / 5100						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Certification &amp; Compliance</b> <span style="float:right">510002</span> 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	1,419,560	2.0	1,352,577	2.0	1,078,186
<b>Total</b>	<u>2.0</u>	<u>1,419,560</u>	<u>2.0</u>	<u>1,352,577</u>	<u>2.0</u>	<u>1,078,186</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015.00 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSOCIATE	13	1.0	1.0	0.0
CONTRACT ADMINISTRATOR	22	1.0	1.0	0.0
Total FTEs		<u>2.0</u>	<u>2.0</u>	<u>0.0</u>
Less Adjustment for Civilian Vacancy Factor		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Full-Time Equivalents		<u>2.0</u>	<u>2.0</u>	<u>0.0</u>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
5100020001	Certification & Compliance			
432010	Interest on Pooled Investments	21,876	21,876	13,500
434355	Pay or Play Revenue	400,000	532,823	560,782
Total Office of Business Opportunity		<u>421,876</u>	<u>554,699</u>	<u>574,282</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	80,486	83,115	83,115	87,200
501070	Pension - Civilian	18,820	21,078	21,078	23,858
502010	FICA - Civilian	6,030	6,359	6,359	6,671
503010	Health Ins-Act Civilian	10,862	11,214	11,214	10,736
503015	Basic Life Insurance - Active Civilian	47	48	48	51
503060	Long Term Disability-Civilian	169	170	170	170
503090	Workers Compensation-Civilian-Admin	415	524	524	590
<b>Total</b>	<b>Personnel Services</b>	<b>116,829</b>	<b>122,508</b>	<b>122,508</b>	<b>129,276</b>
520100	Temporary Personnel Services	0	15,000	0	0
520109	Medical Dental & Laboratory Services	0	64	64	64
520114	Miscellaneous Support Services	499,880	810,217	825,217	540,475
520121	IT Application Svcs	0	0	0	2,883
520905	Travel - Training Related	40	0	0	0
521605	Data Services	0	0	0	657
521630	GIS Revolving Fund Services	0	111	111	108
521730	Parking Space Rental	0	577	577	577
522205	Metro Commuter Passes	1,229	1,775	1,775	1,775
522721	Interfund HR Client Services	1,496	2,232	2,232	2,258
522722	KRONOS Service Chargeback	86	93	93	113
<b>Total</b>	<b>Other Services and Charges</b>	<b>502,731</b>	<b>830,069</b>	<b>830,069</b>	<b>548,910</b>
532025	Transfers to Special Revenues	800,000	400,000	400,000	400,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>800,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>
<b>Grand Total Expenditures</b>		<b>1,419,560</b>	<b>1,352,577</b>	<b>1,352,577</b>	<b>1,078,186</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name** : Bayou Greenway 2020  
**Business Area** : Parks and Recreation  
**Fund No./Bus. Area No. :** 2106 / 3600

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	801,000	801,000	950,000
Total Available Resources	<u>801,000</u>	<u>801,000</u>	<u>950,000</u>
Maintenance and Operations	801,000	801,000	950,000
Total Expenditures	<u>801,000</u>	<u>801,000</u>	<u>950,000</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>801,000</u></u>	<u><u>801,000</u></u>	<u><u>950,000</u></u>

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 FY2015 Current Budget, the FY2015 Estimate and the FY2016 Budget for the Bayou Greenway 2020 Fund. This fund includes the beginning and ending fund balances, total revenues and total expenditures.

The Bayou Greenway 2020 Fund is administered by the Houston Parks and Recreation Department (HPARD). This fund was created to manage the maintenance of the Bayou Greenways 2020 project based upon the Bayou Greenways 2020 initiative agreement entered into between the City of Houston and the Houston Parks Board, Inc. (HPB) in December 2013. Revenues are received by HPARD from HPB for the maintenance of trails and parks developed by HPB.

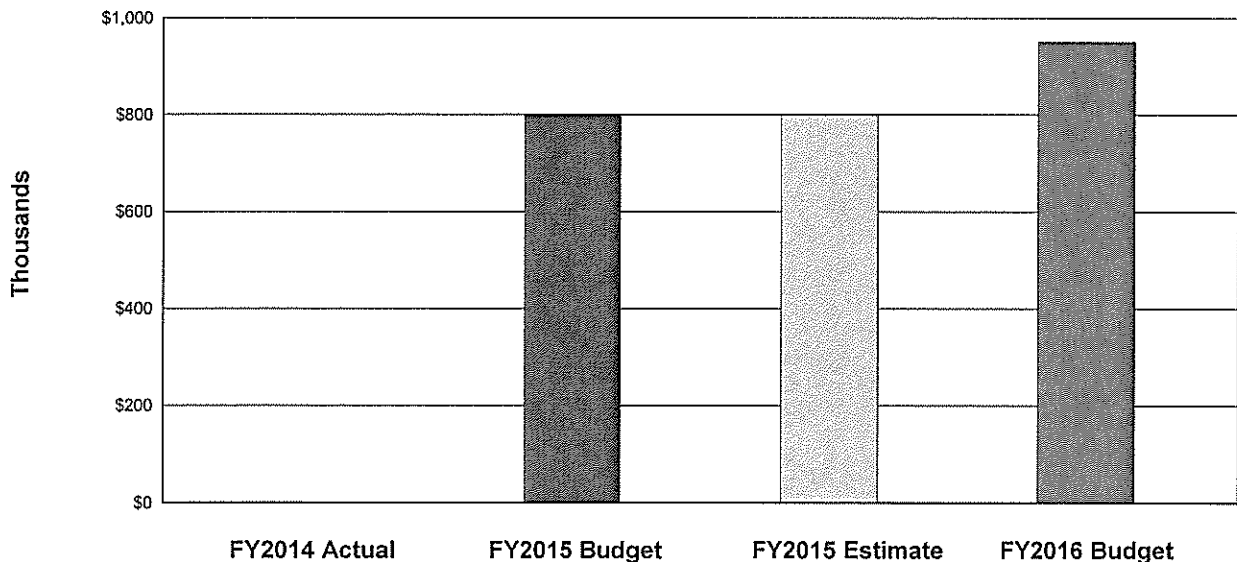
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name :** Bayou Greenway 2020  
**Business Area :** Parks and Recreation  
**Fund No. /Bus. Area No. :** 2106 / 3600

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	0	656,093	656,093	811,115
	Supplies	0	61,788	61,788	46,650
	Other Services and Charges	0	83,119	83,119	92,235
	Total M & O Expenditures	0	801,000	801,000	950,000
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	0	801,000	801,000	950,000
Revenues		0	801,000	801,000	950,000
Staffing	Full-Time Equivalents - Civilian	0.0	13.0	13.0	17.0
	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	13.0	13.0	17.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o The FY2016 Budget includes funding allowances for the upkeep of White Oak Bayou through the Houston Parks Board Inc. (HPB) as part of the Bayou Greenway 2020 (BG2020) Initiative.</li> <li>o Continue the upkeep of White Oak Bayou by providing mowing, delittering and maintenance of the entire area.</li> </ul>				

**Bayou Greenway 2020  
Parks and Recreation  
Expenditure Summary**





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Bayou Greenway 2020  
**Business Area** : Parks and Recreation  
**Fund No. /Bus. Area No.** : 2106 / 3600

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Meadow Mowing Occurences per Year	P,I,Q	N/A	27	27	31
Expenditures Budget vs Actual Utilization	F	N/A	98%	100%	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)

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Bayou Greenway 2020 Business Area : Parks and Recreation Fund No. /Bus Area No. : 2106 / 3600						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>HPARD - Bayou Greenways 2020 360017</b> As a part of the Bayou Greenway 2020 initiative the department will be responsible for mowing, delittering and maintenance of White Oak Bayou meadow lands.	0.0	0	13.0	801,000	17.0	950,000
<b>Total</b>	<b>0.0</b>	<b>0</b>	<b>13.0</b>	<b>801,000</b>	<b>17.0</b>	<b>950,000</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Roster Summary**

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**Fund Name : Bayou Greenway 2020****Business Area : Parks and Recreation****Fund No./Bus. Area No. : 2106 / 3600**

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<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
EQUIPMENT WORKER	13	4.0	4.0	0.0
FIELD SUPERVISOR	17	4.0	4.0	0.0
SEMI-SKILLED LABORER	6	3.0	7.0	4.0
SENIOR OFFICE ASSISTANT	12	1.0	1.0	0.0
SENIOR SUPERINTENDENT	27	1.0	1.0	0.0
<b>Total FTEs</b>		<b>13.0</b>	<b>17.0</b>	<b>4.0</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>13.0</b>	<b>17.0</b>	<b>4.0</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : Bayou Greenway 2020  
Business Area : Parks and Recreation  
Fund No./Bus. Area No. : 2106 / 3600

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3600170001	White Oak Bayou			
426290	Other Service Charges	801,000	801,000	950,000
Total	Parks and Recreation	<u>801,000</u>	<u>801,000</u>	<u>950,000</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Bayou Greenway 2020  
 Business Area : Parks and Recreation  
 Fund No./Bus. Area No. : 2106 / 3600

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	0	434,885	434,885	512,448
500110	Bilingual Pay - Civilian	0	0	0	922
501070	Pension - Civilian	0	110,284	110,284	140,210
502010	FICA - Civilian	0	33,268	33,268	39,273
503010	Health Ins-Act Civilian	0	72,891	72,891	111,506
503015	Basic Life Insurance - Active Civilian	0	254	254	296
503060	Long Term Disability-Civilian	0	1,105	1,105	1,445
503090	Workers Compensation-Civilian-Admin	0	3,406	3,406	5,015
<b>Total</b>	<b>Personnel Services</b>	<b>0</b>	<b>656,093</b>	<b>656,093</b>	<b>811,115</b>
511015	Cleaning & Sanitary Supplies	0	10,000	10,000	10,000
511120	Clothing	0	5,688	5,688	5,550
511140	Landscaping & Gardening Supplies	0	28,100	28,100	20,000
511145	Small Tools & Minor Equipment	0	18,000	18,000	10,000
511150	Miscellaneous Parts & Supplies	0	0	0	1,100
<b>Total</b>	<b>Supplies</b>	<b>0</b>	<b>61,788</b>	<b>61,788</b>	<b>46,650</b>
520100	Temporary Personnel Services	0	58,119	58,119	58,200
520114	Miscellaneous Support Services	0	10,000	10,000	10,000
520118	Refuse Disposal	0	15,000	15,000	15,000
522721	Interfund HR Client Services	0	0	0	9,035
<b>Total</b>	<b>Other Services and Charges</b>	<b>0</b>	<b>83,119</b>	<b>83,119</b>	<b>92,235</b>
<b>Grand Total Expenditures</b>		<b>0</b>	<b>801,000</b>	<b>801,000</b>	<b>950,000</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	1,362,740	1,362,740	1,124,399
Current Revenues	6,489,400	6,016,900	6,289,100
Total Available Resources	<u>7,852,140</u>	<u>7,379,640</u>	<u>7,413,499</u>
Maintenance and Operations	6,459,590	6,255,241	6,289,634
Total Expenditures	<u>6,459,590</u>	<u>6,255,241</u>	<u>6,289,634</u>
Planned Ending Fund Balance	<u>1,392,550</u>	<u>1,124,399</u>	<u>1,123,865</u>
Total Budget	<u><u>7,852,140</u></u>	<u><u>7,379,640</u></u>	<u><u>7,413,499</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	1,392,550	1,124,399	1,123,865
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 Budget for the Parks Golf Special Fund. This fund includes the beginning and ending fund balances, total revenues and total expenditures.

The Parks Golf Special Fund was created with a zero beginning fund balance. The fund collects revenues derived from city-owned golf facilities, whether operated by the City or private entities and all related concession fees. The monies collected in this fund are to be used exclusively for the maintenance, operation and improvements of any or all city-owned 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.

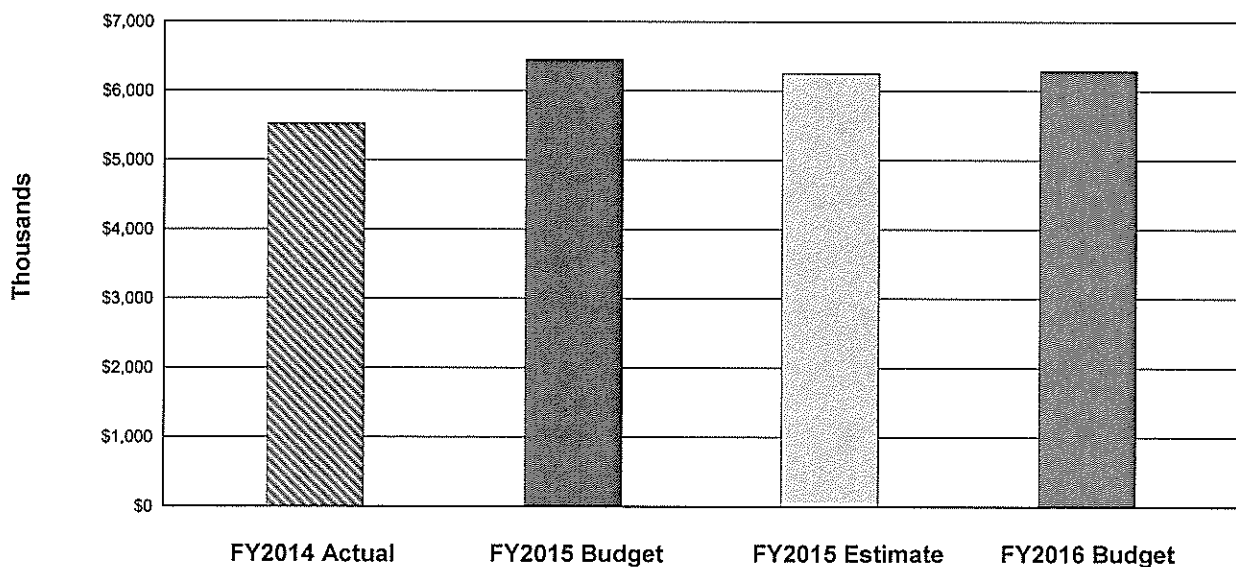
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	3,768,738	4,306,235	4,055,400	4,332,756
	Supplies	863,393	856,827	858,173	844,982
	Other Services and Charges	896,395	1,051,528	1,096,668	1,111,896
	Equipment	0	245,000	245,000	0
	Total M & O Expenditures	5,528,526	6,459,590	6,255,241	6,289,634
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	5,528,526	6,459,590	6,255,241	6,289,634
Revenues		5,806,709	6,489,400	6,016,900	6,289,100
Staffing	Full-Time Equivalents - Civilian	68.3	81.5	80.3	81.5
	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	68.3	81.5	80.3	81.5
	Full-Time Equivalents - Overtime	5.1	4.2	4.2	4.2
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Continue to provide well-maintained, attractive and safe golf courses.</li> <li>o Administers the operations and maintenance of City operated and privatized golf courses to achieve the highest standard both in performance and customer service.</li> </ul>				

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





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Driving Range Revenue	Q	\$927,030	\$931,700	\$926,100	\$933,100
Driving Range Users	Q	43,895	177,622	176,515	177,887
Golf Rounds	Q	146,681	170,890	152,555	165,233
Golf Rounds Revenue	Q	\$3.2M	\$3.6M	\$3.3M	\$3.5M
Privatized Golf Course - Annual Inspection	Q	3	2	2	2
Expenditures Budget vs Actual Utilization	F	90%	98%	97%	98%
Revenues Budget vs Actual Utilization	F	95%	100%	93%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Parks Golf Special Fund</b> <b>Business Area : Parks and Recreation</b> <b>Fund No. /Bus Area No. : 2104 / 3600</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>PRD - Golf Courses 360011</b> Administers the operations and maintenance of City operated and privatized golf courses to achieve the highest standard both in performance and customer service. The City of Houston (COH) operated Golf Courses in this group are Sharpstown, Brock and Gus Wortham whereas, privatized includes Glenbrook, Melrose and Hermann Park Golf Courses	35.1	2,890,000	39.8	3,022,183	41.0	3,162,089
<b>PRD - Memorial Golf Courses 360012</b> Manages the operation and maintenance of the City's premier Memorial golf course; including the Pro Shop, customer service staff, driving range, and practice facilities.	33.2	2,638,526	40.5	3,233,058	40.5	3,127,545
<b>Total</b>	<b>68.3</b>	<b>5,528,526</b>	<b>80.3</b>	<b>6,255,241</b>	<b>81.5</b>	<b>6,289,634</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	0.0
ADMINISTRATIVE SPECIALIST	20	2.0	1.0	(1.0)
ADMINISTRATIVE SPECIALIST (EXEC)	20	0.0	1.0	1.0
ASSISTANT SUPERINTENDENT	20	4.0	4.0	0.0
CREW LEADER	11	2.0	2.0	0.0
DIVISION MANAGER	29	1.0	1.0	0.0
EQUIPMENT WORKER	13	6.0	6.0	0.0
FIELD SUPERVISOR	17	3.0	3.0	0.0
GARDENER	8	1.0	1.0	0.0
GROUNDSKEEPER	5	10.0	10.0	0.0
LABORER	4	10.0	10.0	0.0
MAINTENANCE MECHANIC III	14	2.0	2.0	0.0
MAINTENANCE SUPERVISOR	16	1.0	1.0	0.0
MANAGEMENT ANALYST III	21	1.0	1.0	0.0
OFFICE SUPERVISOR	17	1.0	1.0	0.0
PARK MAINTENANCE AIDE	4	0.5	0.5	0.0
RECREATION ASSISTANT	6	24.0	24.0	0.0
SECURITY OFFICER	8	1.0	1.0	0.0
SEMI-SKILLED LABORER	6	4.0	4.0	0.0
SENIOR CASHIER	10	3.0	3.0	0.0
SENIOR SUPERINTENDENT	27	2.0	2.0	0.0
SUPERINTENDENT	24	2.0	2.0	0.0
<b>Total FTEs</b>		<b>81.5</b>	<b>81.5</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>81.5</b>	<b>81.5</b>	<b>0.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>3600110001</b>	<b>PRD-Golf Admin.</b>			
428080	Returned Check Charges	100	100	100
432010	Interest on Pooled Investments	6,200	6,700	7,000
443030	Terminal Operation Agreement	213,800	208,500	160,200
<b>3600110002</b>	<b>PRD-ShrptownGolfCrse</b>			
426190	Golf Fees	989,200	783,200	930,500
426370	Training Services	1,800	1,100	1,900
442070	Other Rental Fees	352,400	274,600	323,000
443010	Temporary Park Concessions	6,500	0	6,500
443040	Other Recreational Concessions	15,200	9,500	15,200
443160	Vending Machine Concessions	1,600	2,300	2,400
443190	Retail Concessions	54,500	51,900	54,500
452030	Miscellaneous Revenue	2,000	500	500
<b>3600110003</b>	<b>PRD-Brock Golf Course</b>			
426190	Golf Fees	325,300	276,600	301,000
426370	Training Services	200	500	400
442070	Other Rental Fees	148,100	95,300	123,100
443010	Temporary Park Concessions	1,400	0	1,400
443040	Other Recreational Concessions	8,800	5,300	8,800
443160	Vending Machine Concessions	1,400	1,800	1,900
443190	Retail Concessions	16,200	13,000	16,200
<b>3600110004</b>	<b>PRD-Gus Wortham Golf Course</b>			
426190	Golf Fees	476,100	446,800	460,000
426370	Training Services	200	400	400
442070	Other Rental Fees	207,100	184,300	189,500
443010	Temporary Park Concessions	1,900	0	1,900
443040	Other Recreational Concessions	44,100	38,500	44,100
443160	Vending Machine Concessions	2,400	2,800	2,900
443190	Retail Concessions	20,000	20,800	20,700
<b>3600120001</b>	<b>PRD-Memorial ProShop Admin.</b>			
426190	Golf Fees	1,833,000	1,833,000	1,850,000
426370	Training Services	36,500	30,600	36,500
434340	Cashier Overages	100	100	100
442070	Other Rental Fees	439,100	423,100	439,100
443020	Terminal Concession Agreements	129,300	134,900	129,300
443040	Other Recreational Concessions	863,600	872,800	865,000
443190	Retail Concessions	291,300	297,900	295,000
<b>Total</b>	<b>Parks and Recreation</b>	<b>6,489,400</b>	<b>6,016,900</b>	<b>6,289,100</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	1,913,722	2,180,043	2,015,043	2,156,329
500030	Salary Part Time - Civilian	322,578	468,367	443,367	485,420
500060	Overtime - Civilian	212,380	187,600	187,600	187,600
500090	Premium Pay - Civilian	6,558	15,660	15,660	15,660
500110	Bilingual Pay - Civilian	1,803	1,808	1,808	1,808
501070	Pension - Civilian	444,247	552,857	506,857	589,972
501120	Termination Pay - Civilian	49,975	0	0	0
502010	FICA - Civilian	182,486	218,280	203,445	217,773
503010	Health Ins-Act Civilian	485,158	517,546	517,546	511,442
503015	Basic Life Insurance - Active Civilian	1,105	1,256	1,256	1,243
503050	Health/Life Insurance - Retiree Civilian	77,675	115,834	115,834	115,834
503060	Long Term Disability-Civilian	4,575	5,185	5,185	5,100
503090	Workers Compensation-Civilian-Admin	18,267	21,804	21,804	24,580
503100	Workers Compensation-Civilian-Claim	48,091	17,930	17,930	17,930
504030	Unemployment Claims - Administration	118	2,065	2,065	2,065
<b>Total</b>	<b>Personnel Services</b>	<b>3,768,738</b>	<b>4,306,235</b>	<b>4,055,400</b>	<b>4,332,756</b>
511010	Chemical Gases & Special Fluids	127,413	170,000	169,000	169,000
511015	Cleaning & Sanitary Supplies	21,235	19,800	19,800	19,000
511020	Construction Materials	96,967	58,200	58,200	58,200
511025	Electrical Hardware & Parts	713	4,500	4,500	4,500
511030	Mechanical Hardware & Parts	304	2,300	2,300	2,300
511035	Meters Hydrants & Plumbing Supplies	8,784	25,800	25,800	25,800
511040	Audiovisual Supplies	2,555	300	300	300
511045	Computer Supplies	2,822	5,700	5,400	5,400
511050	Paper & Printing Supplies	298	1,200	1,200	1,200
511055	Publications & Printed Materials	160	2,500	2,500	2,500
511060	Postage	24	200	200	200
511070	Miscellaneous Office Supplies	10,684	12,800	12,800	12,800
511080	General Laboratory Supplies	0	200	200	200
511090	Medical & Surgical Supplies	253	500	500	500
511095	Small Technical & Scientific Equipment	0	700	600	600
511110	Fuel	59,054	73,572	68,623	44,932
511115	Vehicle Repair & Maintenance Supplies	86,242	57,130	61,750	61,750
511120	Clothing	11,150	12,100	10,600	10,600
511125	Food Supplies	253	0	0	0
511130	Weapons Munitions & Supplies	853	0	0	0
511135	Recreational Supplies	72,642	44,500	44,000	56,800
511140	Landscaping & Gardening Supplies	38,278	40,100	45,100	44,800
511145	Small Tools & Minor Equipment	9,951	14,000	14,000	14,000
511150	Miscellaneous Parts & Supplies	96,547	52,000	52,000	52,000
511155	Inventory Sales	216,211	258,725	258,800	257,600
<b>Total</b>	<b>Supplies</b>	<b>863,393</b>	<b>856,827</b>	<b>858,173</b>	<b>844,982</b>
520102	Security Services	119,071	122,300	123,000	123,000
520104	Claims Payment Services	0	5,000	5,000	5,000
520107	Computer Info/Contr	0	1,200	1,200	1,200
520110	Management Consulting Services	70	0	0	0
520112	Banking Services	92,951	48,900	95,900	95,900

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520114	Miscellaneous Support Services	1,275	0	0	0
520118	Refuse Disposal	11,196	29,600	29,600	29,600
520119	Computer Eq/SW Mnt	19,575	24,900	29,400	29,400
520121	IT Application Svcs	0	27,190	27,190	29,195
520122	Office Equipment Services	0	100	100	100
520123	Vehicle & Motor Equipment Services	2,561	19,000	19,000	19,000
520124	Other Equipment Services	2,988	12,700	12,700	12,700
520126	Construction Site Work Services	6,700	0	0	0
520127	Structural Construction Work Services	0	700	700	700
520128	Other Construction Work Services	15,151	50,000	50,000	50,000
520510	Mail/Delivery Services	14,498	17,200	17,200	17,200
520515	Print Shop Services	0	100	100	100
520520	Printing & Reproduction Services	5,952	14,900	14,400	14,900
520605	Advertising Services	0	16,200	16,200	16,200
520705	Insurance Fees	10,873	12,742	10,482	11,186
520765	Membership & Professional Fees	3,964	6,000	6,000	6,000
520805	Education & Training	1,296	200	400	200
520905	Travel - Training Related	1,020	7,300	7,300	7,300
520910	Travel - Non-Training Related	888	600	600	600
521405	Building Maintenance Services	47,874	6,200	6,200	6,200
521410	Sewer Services	41,536	58,900	58,900	58,900
521415	Land and Grounds Maintenance	69,111	6,100	6,100	6,100
521435	Water Services	2,555	2,100	2,100	2,100
521605	Data Services	6,845	8,827	8,827	7,912
521610	Voice Services	2,005	6,501	6,501	5,672
521620	Voice Equipment	0	90	90	27
521625	Voice Labor	0	115	115	177
521630	GIS Revolving Fund Services	3,612	6,301	6,301	8,591
521635	Voice Services -Wireless	5,194	2,262	2,262	6,002
521705	Vehicle/Equipment Rental/Lease	306,285	388,700	384,400	384,200
521715	Office Equipment Rental	6,279	5,600	5,400	7,000
521725	Other Rental	16,310	24,500	24,500	24,500
522305	Freight Charges	8,873	8,800	8,800	8,800
522430	Misc Othr Svcs & Chrg	2,649	10,800	10,800	10,800
522721	Interfund HR Client Services	63,442	94,860	94,860	100,514
522722	KRONOS Service Chargeback	3,796	4,040	4,040	4,920
<b>Total</b>	<b>Other Services and Charges</b>	<b>896,395</b>	<b>1,051,528</b>	<b>1,096,668</b>	<b>1,111,896</b>
560220	Vehicles	0	245,000	245,000	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>245,000</b>	<b>245,000</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>5,528,526</b>	<b>6,459,590</b>	<b>6,255,241</b>	<b>6,289,634</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	6,842,379	6,842,379	6,235,150
Current Revenues	1,944,600	2,014,700	2,038,200
Total Available Resources	<u>8,786,979</u>	<u>8,857,079</u>	<u>8,273,350</u>
Maintenance and Operations	3,159,665	2,621,929	2,421,705
Total Expenditures	<u>3,159,665</u>	<u>2,621,929</u>	<u>2,421,705</u>
Planned Ending Fund Balance	<u>5,627,314</u>	<u>6,235,150</u>	<u>5,851,645</u>
Total Budget	<u><u>8,786,979</u></u>	<u><u>8,857,079</u></u>	<u><u>8,273,350</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	5,627,314	6,235,150	5,851,645
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 Budget for the Parks Special Revenue Fund. This fund includes 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, equipment replacement, and renovation of parks revenue producing facilities.

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

- . Tennis, Fitness and Running Centers
- . 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

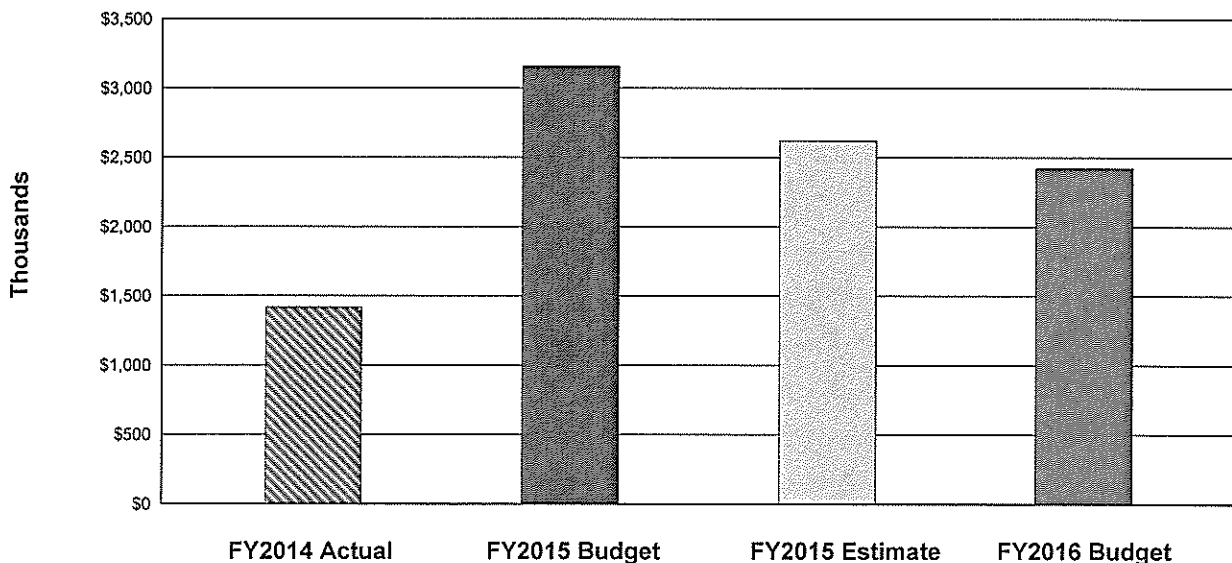
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	463,495	521,110	521,102	527,075
	Supplies	339,548	473,300	472,900	457,500
	Other Services and Charges	614,346	2,165,255	1,627,927	1,437,130
	Non-Capital Equipment	2,698	0	0	0
	Total M & O Expenditures	1,420,087	3,159,665	2,621,929	2,421,705
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	1,420,087	3,159,665	2,621,929	2,421,705
Revenues		2,354,041	1,944,600	2,014,700	2,038,200
Staffing	Full-Time Equivalents - Civilian	8.7	11.0	11.0	11.0
	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	8.7	11.0	11.0	11.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Promote tennis programs through the website, media, town hall meetings, and citizens community base.</li> <li>o Continue to provide well-maintained, attractive and safe tennis facilities.</li> <li>o Supplement summer programs by purchasing t-shirts, sponsoring field trips and day camping nature trips, and making improvements to Memorial Tennis Center.</li> <li>o Continue to enhance and strengthen existing public and private partnerships.</li> </ul>				

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





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Adaptive Recreation Rentals	Q	54	73	73	86
Adaptive Recreation Rentals Revenue	Q	\$17,544	\$23,800	\$23,800	\$28,100
Adult, Youth & Private Leagues Rentals	Q	4,207	3,622	3,452	3,543
Adult, Youth & Private Leagues Revenue	Q	\$407,493	\$362,800	\$364,900	\$366,700
Cabin Lodge/Lakeside Cabin/Dining Hall Reservations	Q	997	1,713	2,549	2,673
Cabin Lodge/Lakeside Cabin/Dining Hall Revenue	Q	\$127,235	\$86,500	\$106,100	\$116,300
Temporary Park/Vendor Concessions Permits	Q	226	295	390	395
Temporary Park/Vendor Concessions Permits Revenue	Q	\$34,200	\$31,000	\$40,500	\$42,500
Tennis Court Reservations	Q	34,907	44,507	44,485	42,730
Tennis Court Revenue	Q	\$148,200	\$190,000	\$189,900	\$182,000
Expenditures Budget vs Actual Utilization	F	63%	98%	83%	98%
Revenues Budget vs Actual Utilization	F	116%	100%	104%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Parks Special Revenue Fund</b> <b>Business Area : Parks and Recreation</b> <b>Fund No. /Bus Area No. : 2100 / 3600</b>						
<b>Division Description</b>	<b>FY2014 Actual FTEs      Costs \$</b>	<b>FY2015 Estimate FTEs      Costs \$</b>	<b>FY2016 Budget FTEs      Costs \$</b>			
<b>PRD - Facilities Mgmt/Development 360007</b> This Group includes the expenses for Phase II renovation of Lake Houston Wilderness Park. The new amenities currently being added are: construction of Peach Creek Bridge, additional cabins, restrooms and showers to accommodate campers and park visitors.	0.0      80,000	0.0      0	0.0	127,700		
<b>Recreation and Wellness 360009</b> Administers the operations of citywide fee-based Adult Sports programs, pays sports officials and purchases recreational supplies.	0.0      208,927	0.0      279,950	0.0	434,400		
<b>Tennis Centers 360011</b> Oversees the operations of three tennis centers to achieve the utmost performance and customer service.	8.7      592,637	11.0      645,803	11.0	656,605		
<b>Greenspace Management 360013</b> The division offers cyclical ground maintenance of COH parks, sports fields, trails, trees, libraries, multi-purpose centers, esplanades and other natural resources. Controls invasive plants species and makes available emergency services during disasters.	0.0      211,154	0.0      1,454,576	0.0	873,100		
<b>PRD - Community Center Operations 360015</b> Community Center Operations includes 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      327,369	0.0      241,600	0.0	329,900		
<b>Total</b>	<b>8.7      1,420,087</b>	<b>11.0      2,621,929</b>	<b>11.0</b>	<b>2,421,705</b>		

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Roster Summary**

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

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<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ASSISTANT TENNIS CENTER MANAGER	17	1.0	1.0	0.0
LABORER	4	1.0	1.0	0.0
RECREATION ASSISTANT	6	6.0	6.0	0.0
RECREATION FACILITY MANAGER	20	2.0	2.0	0.0
TENNIS CENTER MANAGER	21	1.0	1.0	0.0
<b>Total FTEs</b>		<b>11.0</b>	<b>11.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>11.0</b>	<b>11.0</b>	<b>0.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>3600020004</b>	<b>PRD-Financial Services</b>			
421530	Special Event Permits	100,000	75,000	75,000
428080	Returned Check Charges	100	100	100
432010	Interest on Pooled Investments	50,000	45,000	45,000
434205	Sale of Scrap Metal	7,500	7,200	8,000
443020	Terminal Concession Agreements	240,000	225,000	240,000
443160	Vending Machine Concessions	36,700	22,000	22,000
452030	Miscellaneous Revenue	18,000	45,000	18,000
<b>3600090002</b>	<b>PRD-Park Fac. Permit</b>			
421540	Closed Use Permits	112,500	115,300	115,300
426170	Recreation Sports & Education Program	14,900	37,800	39,600
426440	Park Facility Use Fees	323,800	265,000	260,000
443010	Temporary Park Concessions	31,000	40,500	38,500
<b>3600090003</b>	<b>PRD-AdultSportsPrgm</b>			
426170	Recreation Sports & Education Program	347,900	327,100	327,100
<b>3600090012</b>	<b>PRD-Adaptive Recreation</b>			
426420	Building Space Rental Fees	23,800	22,100	28,900
<b>3600090018</b>	<b>PRD - Memorial Running Center</b>			
426290	Other Service Charges	7,200	5,200	7,200
443160	Vending Machine Concessions	1,800	1,200	1,800
443190	Retail Concessions	3,000	0	0
<b>3600110005</b>	<b>PRD-Homer Ford Tennis Ctr</b>			
426180	Tennis Court Fees	23,000	23,000	23,000
426290	Other Service Charges	500	500	500
426370	Training Services	2,000	2,500	2,500
443160	Vending Machine Concessions	500	600	700
443190	Retail Concessions	2,200	2,200	2,200
<b>3600110006</b>	<b>PRD-Memorial Tennis Ctr</b>			
426180	Tennis Court Fees	90,000	93,000	93,000
426290	Other Service Charges	23,000	23,000	23,000
426370	Training Services	12,300	7,500	8,400
443020	Terminal Concession Agreements	18,000	18,000	18,000
443190	Retail Concessions	8,200	8,200	8,200
<b>3600110007</b>	<b>PRD-Lee LeClear Tennis Ctr</b>			
426180	Tennis Court Fees	77,000	64,900	66,000
426290	Other Service Charges	600	600	600
426370	Training Services	1,600	1,600	1,600
443160	Vending Machine Concessions	1,900	1,700	2,000
443190	Retail Concessions	2,400	1,500	1,800
<b>3600120002</b>	<b>PRD-Memorial Course Maint.</b>			
434215	Sale of Non-Capital Rolling Stock	500	0	0
<b>3600130001</b>	<b>PRD-Ground Maint. Admin.</b>			
452030	Miscellaneous Revenue	30,000	90,000	90,000
<b>3600130021</b>	<b>PRD - Lake Houston</b>			
426200	Admission and User Fees	44,300	60,000	67,500
426430	Facility Rental Fees	86,500	106,100	116,300
431020	Contributions from Others	0	300	300
442060	Grounds Rental Fees	4,500	4,800	5,100
443160	Vending Machine Concessions	400	700	900
452030	Miscellaneous Revenue	500	5,000	5,500

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>3600150001</b>	<b>PRD-Community Center Administration</b>			
426170	Recreation Sports & Education Program	71,000	65,000	71,000
426420	Building Space Rental Fees	86,900	165,000	165,000
443160	Vending Machine Concessions	17,700	17,700	17,700
<b>3600150041</b>	<b>PRD-Memorial Fitness</b>			
426200	Admission and User Fees	19,000	16,000	19,000
426290	Other Service Charges	1,300	1,200	1,300
443160	Vending Machine Concessions	600	600	600
<b>Total Parks and Recreation</b>		<u><u>1,944,600</u></u>	<u><u>2,014,700</u></u>	<u><u>2,038,200</u></u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	261,514	303,953	303,953	309,861
500030	Salary Part Time - Civilian	32,867	49,996	49,996	49,231
500060	Overtime - Civilian	19	300	300	300
500090	Premium Pay - Civilian	2,056	1,704	1,704	1,704
500110	Bilingual Pay - Civilian	0	904	904	904
501070	Pension - Civilian	61,450	77,082	77,082	84,778
501120	Termination Pay - Civilian	24,082	0	0	0
502010	FICA - Civilian	23,737	27,298	27,298	27,694
503010	Health Ins-Act Civilian	43,065	48,682	48,674	41,039
503015	Basic Life Insurance - Active Civilian	148	176	176	180
503050	Health/Life Insurance - Retiree Civilian	11,692	5,744	5,744	5,744
503060	Long Term Disability-Civilian	692	765	765	765
503090	Workers Compensation-Civilian-Admin	2,173	2,926	2,926	3,295
503100	Workers Compensation-Civilian-Claim	0	1,300	1,300	1,300
504030	Unemployment Claims - Administration	0	280	280	280
<b>Total</b>	<b>Personnel Services</b>	<b>463,495</b>	<b>521,110</b>	<b>521,102</b>	<b>527,075</b>
511010	Chemical Gases & Special Fluids	73,197	115,200	100,200	100,200
511015	Cleaning & Sanitary Supplies	15,528	22,000	22,000	22,000
511020	Construction Materials	9,972	52,000	47,000	47,000
511025	Electrical Hardware & Parts	39	3,100	3,100	3,100
511030	Mechanical Hardware & Parts	0	1,000	1,000	1,000
511035	Meters Hydrants & Plumbing Supplies	1,770	15,400	15,400	15,400
511045	Computer Supplies	0	300	300	300
511050	Paper & Printing Supplies	247	300	300	300
511070	Miscellaneous Office Supplies	1,957	600	600	600
511090	Medical & Surgical Supplies	88	200	200	200
511120	Clothing	32,412	52,200	56,200	55,800
511135	Recreational Supplies	131,448	86,300	89,900	89,900
511140	Landscaping & Gardening Supplies	54,417	100,000	100,000	100,000
511145	Small Tools & Minor Equipment	8,629	5,700	15,700	5,700
511150	Miscellaneous Parts & Supplies	3,799	11,400	13,400	8,400
511155	Inventory Sales	6,045	7,600	7,600	7,600
<b>Total</b>	<b>Supplies</b>	<b>339,548</b>	<b>473,300</b>	<b>472,900</b>	<b>457,500</b>
520101	Janitorial Services	30,678	37,900	37,900	37,900
520102	Security Services	321	4,500	4,500	4,500
520108	Information Resource Services	0	1,800	6,800	6,800
520112	Banking Services	26,064	27,500	75,000	72,350
520114	Miscellaneous Support Services	50,425	34,200	34,200	34,200
520118	Refuse Disposal	3,570	5,400	5,400	5,700
520119	Computer Eq/SW Mnt	9,851	0	0	0
520121	IT Application Svcs	0	0	0	2,142
520124	Other Equipment Services	0	6,200	400	800
520126	Construction Site Work Services	83,872	477,700	270,000	407,700
520127	Structural Construction Work Services	0	0	0	140,000
520128	Other Construction Work Services	0	5,000	5,000	5,000
520146	Contract Instructor Sports	187,030	310,300	210,600	369,000
520510	Mail/Delivery Services	10,899	10,500	11,000	11,400

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520520	Printing & Reproduction Services	0	200	200	200
520605	Advertising Services	0	0	0	1,700
520705	Insurance Fees	2,180	2,586	7,058	7,524
520755	Contingency	0	9,300	0	0
520765	Membership & Professional Fees	2,595	20,500	8,500	8,500
520805	Education & Training	0	16,100	0	0
520905	Travel - Training Related	0	200	200	200
520910	Travel - Non-Training Related	0	300	300	300
521405	Building Maintenance Services	54,226	65,500	0	100
521415	Land and Grounds Maintenance	0	916,476	816,476	100,000
521620	Voice Equipment	0	923	923	278
521625	Voice Labor	0	1,170	1,170	1,804
521630	GIS Revolving Fund Services	474	822	822	1,159
521705	Vehicle/Equipment Rental/Lease	122,158	158,500	80,000	167,300
521715	Office Equipment Rental	0	200	0	0
521725	Other Rental	4,303	5,400	5,400	5,400
522430	Misc Othr Svcs & Chrg	17,855	34,500	34,500	34,500
522721	Interfund HR Client Services	7,371	11,160	11,160	10,164
522722	KRONOS Service Chargeback	474	418	418	509
<b>Total</b>	<b>Other Services and Charges</b>	<b>614,346</b>	<b>2,165,255</b>	<b>1,627,927</b>	<b>1,437,130</b>
551010	Non-Cap Office Furniture & Equipment	2,068	0	0	0
551025	Non-Capital Scientific/Medical Equipment	630	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>2,698</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>1,420,087</b>	<b>3,159,665</b>	<b>2,621,929</b>	<b>2,421,705</b>





**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	1,021,167	1,021,167	897,052
Current Revenues	227,900	332,000	929,000
Total Available Resources	<u>1,249,067</u>	<u>1,353,167</u>	<u>1,826,052</u>
Maintenance and Operations	509,180	456,115	759,650
Total Expenditures	<u>509,180</u>	<u>456,115</u>	<u>759,650</u>
Planned Ending Fund Balance	<u>739,887</u>	<u>897,052</u>	<u>1,066,402</u>
Total Budget	<u><u>1,249,067</u></u>	<u><u>1,353,167</u></u>	<u><u>1,826,052</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	739,887	897,052	1,066,402
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, FY2015 Estimate and FY2016 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 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.

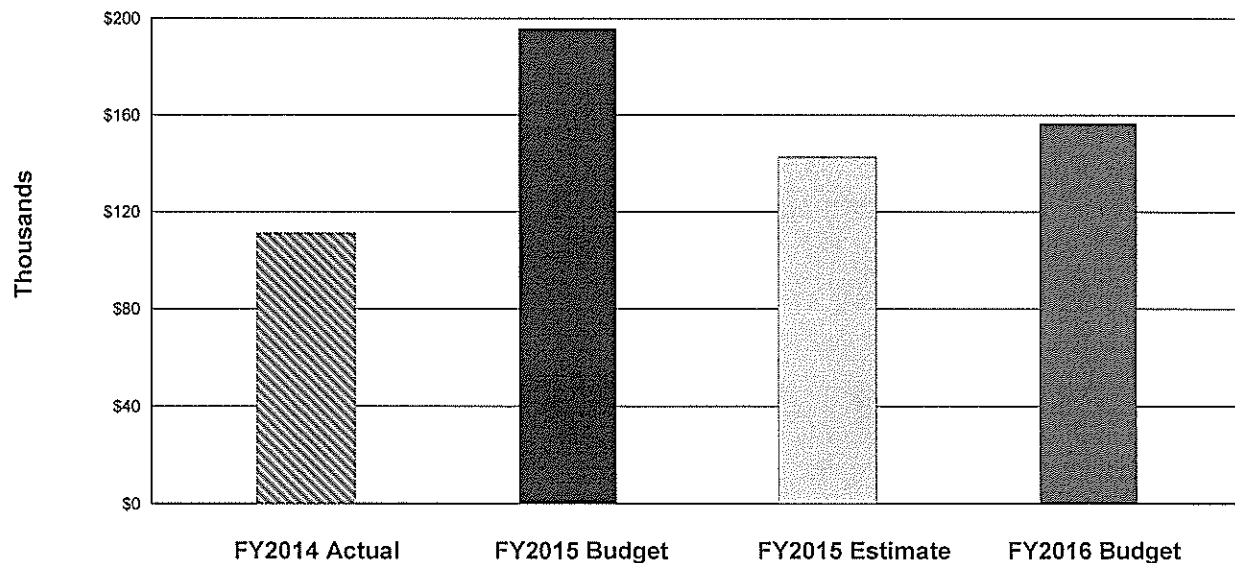
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Supplies	0	2,000	1,000	1,000
	Other Services and Charges	111,368	187,886	135,821	155,650
	Non-Capital Equipment	0	5,997	5,997	0
	Total M & O Expenditures	111,368	195,883	142,818	156,650
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	111,368	195,883	142,818	156,650
Revenues		341,066	225,000	325,000	325,000
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 Provide a rental program for the Houston Public Library Historic Preservation Buildings (Julia Ideson Building, African American Library at the Gregory School and Clayton Library Center for Genealogical Research). o Generate funds to provide maintenance services for the Houston Public Library Historic Preservation Buildings. o Promote the preservation of the Houston Public Library Historic Preservation Buildings.				

**Historic Preservation Fund  
Library  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
HPL - Historic Building 340008 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	111,368	0.0	142,818	0.0	156,650
<b>Total</b>	<b>0.0</b>	<b>111,368</b>	<b>0.0</b>	<b>142,818</b>	<b>0.0</b>	<b>156,650</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
3400080001 426420	HPL - Julia Ideson Bld Building Space Rental Fees	225,000	325,000	325,000
Total	Library	<u>225,000</u>	<u>325,000</u>	<u>325,000</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511070	Miscellaneous Office Supplies	0	1,000	500	500
511150	Miscellaneous Parts & Supplies	0	1,000	500	500
<b>Total</b>	<b>Supplies</b>	<b>0</b>	<b>2,000</b>	<b>1,000</b>	<b>1,000</b>
520101	Janitorial Services	4,866	3,000	3,000	3,000
520102	Security Services	259	3,983	3,983	4,000
520110	Management Consulting Services	82,905	157,065	105,000	120,000
520114	Miscellaneous Support Services	575	3,000	3,000	5,000
520605	Advertising Services	0	3,100	3,100	5,000
520705	Insurance Fees	2,064	3,610	3,610	3,650
520905	Travel - Training Related	0	125	125	0
521405	Building Maintenance Services	20,699	14,003	14,003	15,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>111,368</b>	<b>187,886</b>	<b>135,821</b>	<b>155,650</b>
551010	Non-Cap Office Furniture & Equipment	0	5,997	5,997	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>0</b>	<b>5,997</b>	<b>5,997</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>111,368</b>	<b>195,883</b>	<b>142,818</b>	<b>156,650</b>

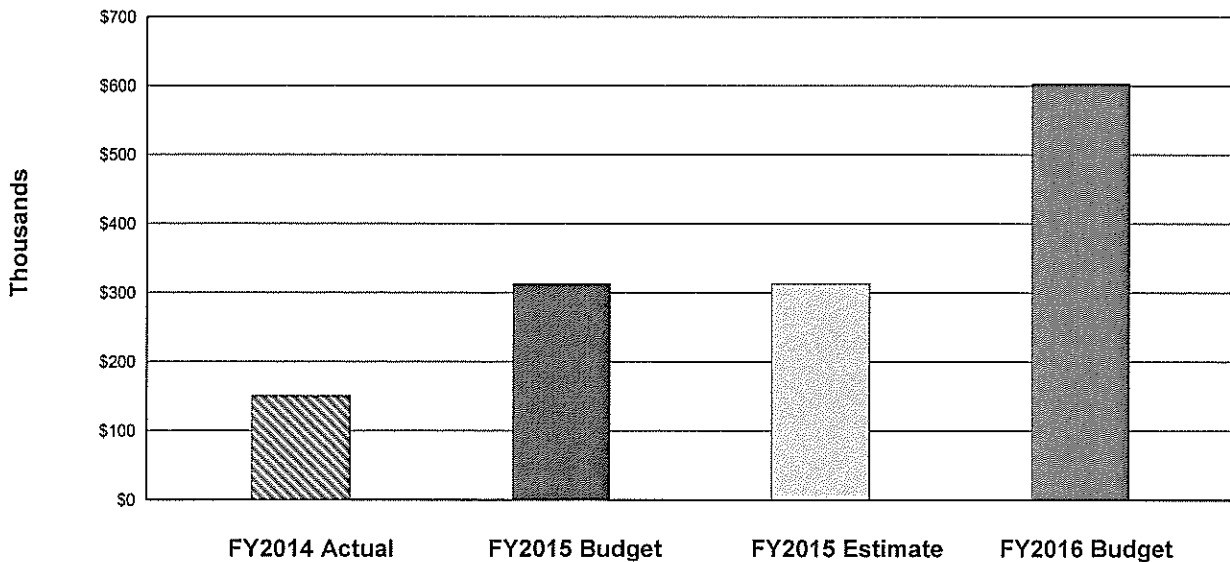
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Other Services and Charges	150,989	313,297	313,297	603,000
	Total M & O Expenditures	150,989	313,297	313,297	603,000
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	150,989	313,297	313,297	603,000
Revenues		6,585	2,900	7,000	604,000
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	<ul style="list-style-type: none"> <li>o The sale of a fire station totaling \$597,000.</li> <li>o 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.</li> <li>o Promote preservation of City-owned historic buildings and develop inventory of significant historic structures in Houston.</li> <li>o Professional services to design, update, and expand the historic preservation manual and design guidelines for new historic districts.</li> </ul>				

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



**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Historic Preservation Fund</b> <b>Business Area : Planning &amp; Development</b> <b>Fund No. /Bus Area No. : 2306 / 7000</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>PD-Development Services 700003</b> The Historic Preservation Fund receives funding, from the sale of historic fire stations by the City, to promote preservation of residential and commercial properties. 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	150,989	0.0	313,297	0.0	603,000
<b>Total</b>	<b>0.0</b>	<b>150,989</b>	<b>0.0</b>	<b>313,297</b>	<b>0.0</b>	<b>603,000</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
7000030001	Development Services			
432010	Interest on Pooled Investments	2,900	7,000	7,000
452030	Miscellaneous Revenue	0	0	597,000
<b>Total</b>	<b>Planning &amp; Development</b>	<b>2,900</b>	<b>7,000</b>	<b>604,000</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520110	Management Consulting Services	0	140,000	190,000	200,000
520114	Miscellaneous Support Services	150,738	173,297	89,197	363,900
520805	Education & Training	0	0	25,000	30,000
522430	Misc Othr Svcs & Chrg	0	0	9,100	9,100
522721	Interfund HR Client Services	251	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>150,989</b>	<b>313,297</b>	<b>313,297</b>	<b>603,000</b>
<b>Grand Total Expenditures</b>		<b>150,989</b>	<b>313,297</b>	<b>313,297</b>	<b>603,000</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	6,684,000	6,684,000	4,970,294
Current Revenues	7,799,354	7,050,327	7,129,706
Total Available Resources	<u>14,483,354</u>	<u>13,734,327</u>	<u>12,100,000</u>
Maintenance and Operations	11,600,000	8,764,033	12,100,000
Other Interfund Transfers	0	0	0
Total Expenditures	<u>11,600,000</u>	<u>8,764,033</u>	<u>12,100,000</u>
Planned Ending Fund Balance	<u>2,883,354</u>	<u>4,970,294</u>	<u>0</u>
Total Budget	<u><u>14,483,354</u></u>	<u><u>13,734,327</u></u>	<u><u>12,100,000</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	2,883,354	4,970,294	0
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 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.

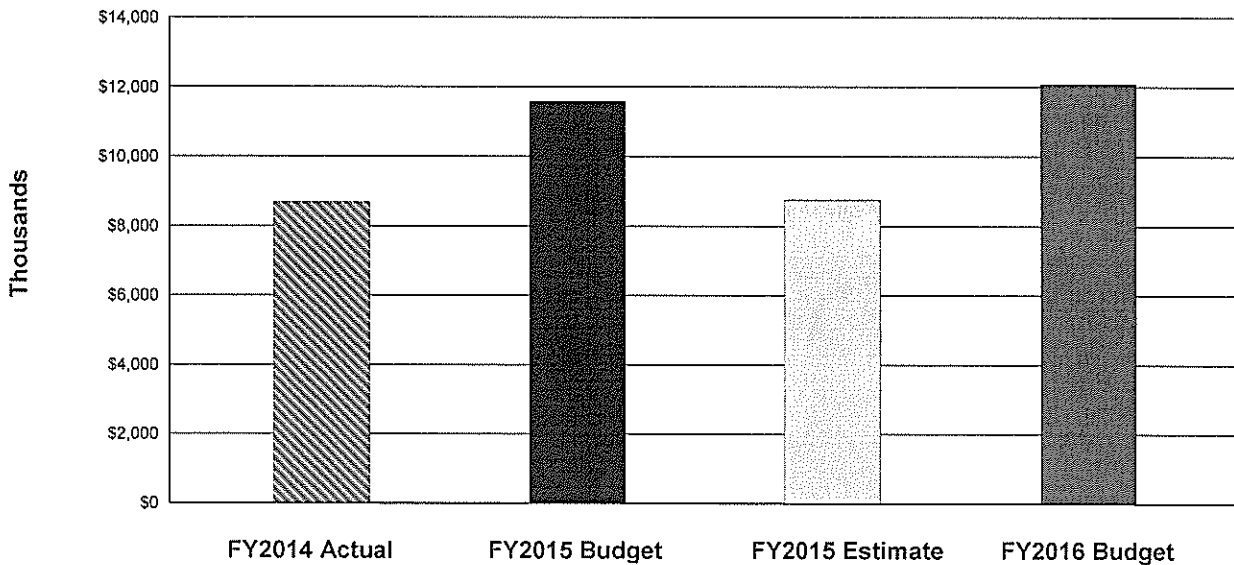
Asset forfeiture funds are used for overtime expenditures for HPD officers budgeted in the General Fund, and for purchases of supplies and materials related to law enforcement programs.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name : Asset Forfeiture</b>					
<b>Business Area : Police Department</b>					
<b>Fund No. /Bus. Area No. : 2202 / 2203 / 2204 / 1000</b>		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	2,870,720	3,200,000	3,300,000	3,600,000
	Supplies	3,955,709	3,143,687	2,618,963	2,051,000
	Other Services and Charges	1,462,316	2,376,461	1,894,199	2,484,033
	Equipment	274,547	330,429	330,429	291,000
	Non-Capital Equipment	127,197	2,549,423	620,442	3,673,967
	Total M & O Expenditures	8,690,489	11,600,000	8,764,033	12,100,000
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	8,690,489	11,600,000	8,764,033	12,100,000
Revenues		8,875,069	7,799,354	7,050,327	7,129,706
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	0.8	29.5	31.4	33.2
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o Operates programs against drug dealers and money launderers.</li> <li>o Funds overtime for law enforcement activities.</li> <li>o Provides support for investigations and other law enforcement activities.</li> <li>o FY2016 Budget includes capital funding for investigative operations, technology updates, Criminal Justice Information Services (CJIS) compliance and rollover procurements. Also included are rollover and supplemental funding for body camera implementation.</li> </ul>				

**Asset Forfeiture  
Police Department  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Cash Seizure	P,Q	\$18.8M	\$18.0M	\$18.0M	\$18.0M
Narcotics Related Arrests	P	16,899	17,000	17,000	17,000
Overtime Supported (FTEs)	P	\$2.8M	\$3.2M	\$3.3M	\$3.6M
Street Value of Seized Narcotics	P	\$675.0M	\$350.0M	\$350.0M	\$375.0M
Expenditures Budget vs Actual Utilization	F	87%	98%	67%	98%
Revenues Budget vs Actual Utilization	F	114%	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		: Asset Forfeiture					
Business Area		: Police Department					
Fund No./Bus Area No.		: 2202 / 2203 / 2204 / 1000					
Division Description		FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Asset Forfeiture Funds 100001							
Provide funding for the enhancement of law enforcement activities.		0.0	8,690,489	0.0	8,764,033	0.0	12,100,000

**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division	Name	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	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	
	Total	0.0	8,690,489	0.0	8,764,033	0.0	12,100,000
Grand Total							
	Civilian	0.0		0.0		0	
	Classified	0.0		0.0		0	
	Cadets	0.0		0.0		0	
	Grand Total	0.0	8,690,489	0.0	8,764,033	0.0	12,100,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1000010053	HPD - Narcotics			
432010	Interest on Pooled Investments	49,354	48,400	56,633
434510	Prior Year Revenue	0	(40,073)	0
435510	Confiscations	7,750,000	7,042,000	7,073,073
Total Police Department		<u>7,799,354</u>	<u>7,050,327</u>	<u>7,129,706</u>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Job Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500060	Overtime - Civilian	30,175	0	11,610	0
500070	Overtime - Classified	2,840,545	3,200,000	3,288,390	3,600,000
<b>Total</b>	<b>Personnel Services</b>	<b>2,870,720</b>	<b>3,200,000</b>	<b>3,300,000</b>	<b>3,600,000</b>
511025	Electrical Hardware & Parts	272	8,085	10,985	0
511030	Mechanical Hardware & Parts	232	0	0	0
511040	Audiovisual Supplies	154,284	28,500	28,500	40,000
511045	Computer Supplies	164,876	514,047	516,809	515,000
511050	Paper & Printing Supplies	793	0	0	0
511055	Publications & Printed Materials	2,484	1,325	0	1,000
511070	Miscellaneous Office Supplies	207	0	0	0
511085	Drugs & Medical Chemicals	9,360	0	2,000	0
511090	Medical & Surgical Supplies	15,185	7,000	0	7,000
511100	Veterinary & Animal Supplies	19,001	10,000	10,000	25,000
511105	Trained Police Animals	7,500	18,000	22,500	8,000
511115	Vehicle Repair & Maintenance Supplies	75,043	90,000	50,000	50,000
511120	Clothing	564,490	593,000	623,000	620,000
511130	Weapons Munitions & Supplies	2,891,852	1,537,230	1,329,589	550,000
511145	Small Tools & Minor Equipment	15,933	61,500	17,920	20,000
511150	Miscellaneous Parts & Supplies	34,197	275,000	7,660	215,000
<b>Total</b>	<b>Supplies</b>	<b>3,955,709</b>	<b>3,143,687</b>	<b>2,618,963</b>	<b>2,051,000</b>
520105	Accounting & Auditing Services	0	10,000	0	30,000
520107	Computer Info/Contr	368,438	987,871	874,064	712,358
520109	Medical Dental & Laboratory Services	0	0	113	0
520114	Miscellaneous Support Services	12,468	15,000	15,000	15,000
520119	Computer Eq/SW Mnt	5,000	0	0	0
520120	Communications Equipment Services	114,769	161,915	163,426	250,000
520124	Other Equipment Services	0	100,000	0	100,000
520145	Criminal Intelligence Services	420,000	450,000	420,000	450,000
520805	Education & Training	4,789	7,000	3,250	7,000
520905	Travel - Training Related	9,699	7,000	1,753	7,000
520910	Travel - Non-Training Related	6,160	5,000	5,393	5,000
521610	Voice Services	0	42,000	0	42,000
521705	Vehicle/Equipment Rental/Lease	349,222	365,000	365,000	380,000
522305	Freight Charges	15,979	675	200	675
522430	Misc Othr Svcs & Chrg	155,792	225,000	46,000	485,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,462,316</b>	<b>2,376,461</b>	<b>1,894,199</b>	<b>2,484,033</b>
560210	Furniture Fixtures and Equipment	61,300	38,470	38,470	0
560220	Vehicles	6,123	0	0	0
560230	Computer HW and Developed SW	137,966	291,959	291,959	291,000
561230	Depr - Computer HW and Developed SW	69,158	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>274,547</b>	<b>330,429</b>	<b>330,429</b>	<b>291,000</b>
551015	Non-Capital Computer Equipment	20,267	77,500	55,328	75,000
551020	Non-Capital Communication Equipment	0	5,000	0	5,000
551040	Non-Capital Other	106,930	2,466,923	565,114	3,593,967
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>127,197</b>	<b>2,549,423</b>	<b>620,442</b>	<b>3,673,967</b>
<b>Grand Total Expenditures</b>		<b>8,690,489</b>	<b>11,600,000</b>	<b>8,764,033</b>	<b>12,100,000</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	4,359,392	4,359,392	2,583,527
Current Revenues	7,062,500	7,062,500	6,997,200
Total Available Resources	11,421,892	11,421,892	9,580,727
Maintenance and Operations	7,338,365	7,280,865	7,221,414
Debt Services	1,500,000	1,557,500	1,550,000
Total Expenditures	8,838,365	8,838,365	8,771,414
Planned Ending Fund Balance	2,583,527	2,583,527	809,313
Total Budget	<u>11,421,892</u>	<u>11,421,892</u>	<u>9,580,727</u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	2,583,527	2,583,527	809,313
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 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) receives 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."

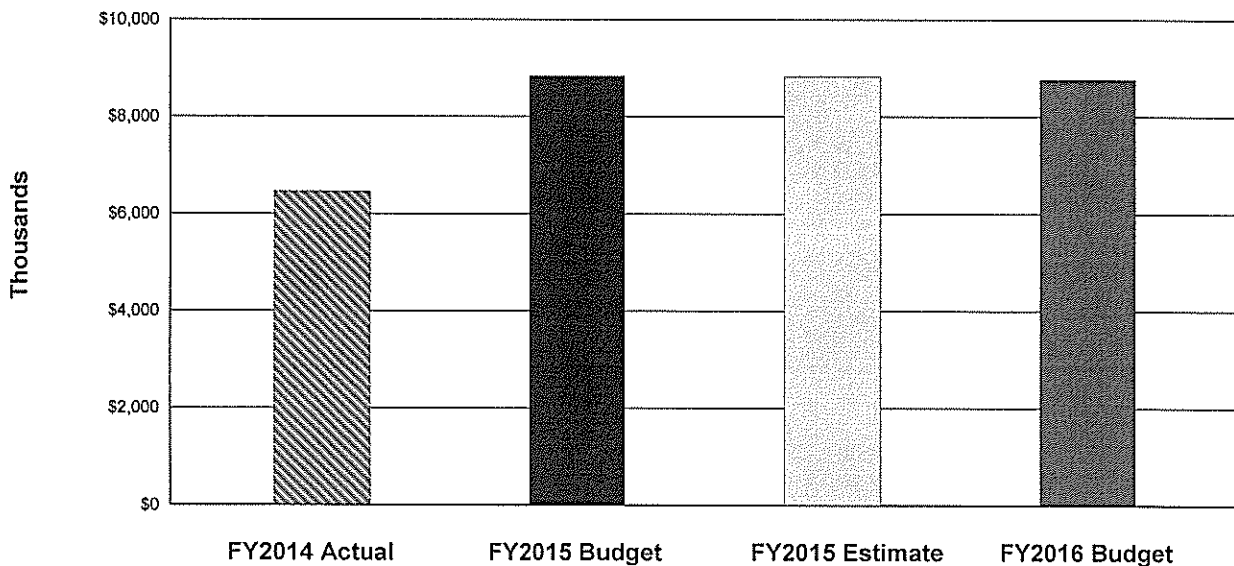
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	3,416,359	3,638,383	3,648,846	4,120,595
	Supplies	190,479	628,582	600,845	610,100
	Other Services and Charges	1,276,293	1,701,790	1,826,564	2,095,719
	Equipment	28,205	1,369,610	1,204,610	395,000
	Non-Capital Equipment	14,221	0	0	0
	Total M & O Expenditures	4,925,557	7,338,365	7,280,865	7,221,414
	Debt Service & Other Uses	1,532,950	1,500,000	1,557,500	1,550,000
	Total Expenditure	6,458,507	8,838,365	8,838,365	8,771,414
Revenues		7,058,290	7,062,500	7,062,500	6,997,200
Staffing	Full-Time Equivalents - Civilian	7.7	8.0	7.1	9.0
	Full-Time Equivalents - Classified	21.2	23.0	22.0	23.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	28.9	31.0	29.1	32.0
	Full-Time Equivalents - Overtime	3.5	4.9	6.5	6.5
Significant Budget Changes and Highlights	<p>o The FY2016 budget includes Meet &amp; Confer mandated salary increase of 4% and other increases in classified cost.</p> <p>o The FY2016 budget provides funding for health benefits and pension contribution.</p> <p>o FY2016 budget continues the FY2015 service levels.</p> <p>o Funding totaling \$260,000 is provided for rent and shared services for Auto Dealers personnel that are located in the Houston Permitting Center.</p>				

**Auto Dealers Fund  
Police Department  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Licenses Issued	J,P,Q	12,365	12,331	12,331	12,232
Notification Letters	Q	41,608	36,993	41,137	42,054
Storage Lots Regulated	P,Q	74	152	65	63
Tow Truck Licenses	J,P,Q	946	917	917	963
Vehicles Auctioned	Q	18,059	20,166	16,508	21,129
Expenditures Budget vs Actual Utilization	F	95%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	104%	100%	100%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary							
Fund Name : Auto Dealers Fund Business Area : Police Department Fund No. /Bus Area No. : 2200 / 1000							
Division Description		FY2014 Actual FTEs      Costs \$		FY2015 Estimate FTEs      Costs \$		FY2016 Budget FTEs      Costs \$	
<b>Auto Dealers</b> <span style="float: right;"><b>100001</b></span> Issues licenses and regulates automotive businesses and salesmen as provided by Chapter 8 of the Code of Ordinances, Houston, Texas, established on July 5, 1945. Auctions abandoned motor vehicles as prescribed by Chapter 683 of the Texas Transportation Code.		28.9	6,458,507	29.1	8,838,365	32.0	8,771,414

**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division	Name	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100001	Auto Dealers						
	Civilian	7.7		7.1		9.0	
	Classified	21.2		22.0		23.0	
	Cadets	0.0		0.0		0.0	
	Total	28.9	6,458,507	29.1	8,838,365	32.0	8,771,414
Grand Total							
	Civilian	7.7		7.1		9.0	
	Classified	21.2		22.0		23.0	
	Cadets	0.0		0.0		0.0	
	Grand Total	28.9	6,458,507	29.1	8,838,365	32.0	8,771,414

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
CUSTOMER SERVICE CLERK	10	6.0	6.0	0.0
OFFICE SUPERVISOR	17	1.0	1.0	0.0
POLICE LIEUTENANT	PA07	1.0	1.0	0.0
POLICE OFFICER	PA03	3.0	2.0	(1.0)
POLICE SERGEANT	PA06	5.0	5.0	0.0
SENIOR ACCOUNT CLERK	13	1.0	1.0	0.0
SENIOR POLICE OFFICER	PA04	14.0	15.0	1.0
SYSTEMS CONSULTANT	26	0.0	1.0	1.0
<b>Total FTEs</b>		<b>31.0</b>	<b>32.0</b>	<b>1.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Less Adjustment for Classified Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>31.0</b>	<b>32.0</b>	<b>1.0</b>



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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1000010072	HPD - Auto Dealers			
421161	Auto Dealers Licenses	2,565,000	2,316,000	2,350,000
421240	Wrecker Licenses & Permits	500,000	543,000	550,000
426220	Vehicle Storage Notification	245,000	274,000	245,000
426230	Vehicle Auction Fees	220,000	217,000	220,000
428080	Returned Check Charges	500	500	200
432010	Interest on Pooled Investments	32,000	32,000	32,000
434220	Sale of Impounded Vehicles	500,000	565,000	500,000
452030	Miscellaneous Revenue	3,000,000	3,115,000	3,100,000
Total	Police Department	<u>7,062,500</u>	<u>7,062,500</u>	<u>6,997,200</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	220,926	234,161	207,000	326,302
500020	Salary Base Pay - Classified	1,484,604	1,575,586	1,510,000	1,637,539
500050	Sal-Edu/Incen-Classfd	49,520	62,000	50,000	50,000
500060	Overtime - Civilian	53,612	45,000	45,000	45,000
500070	Overtime - Classified	401,602	440,000	616,000	616,000
500110	Bilingual Pay - Civilian	4,928	5,000	5,300	5,300
500120	Bilingual Pay - Classified	10,149	10,200	11,000	11,000
500130	Equipment Allowance-Classified	44,937	46,000	45,000	47,000
500150	Shift Differential Pay-Classified	0	600	600	600
500160	Training Incent.-Classified	177,015	180,000	175,100	183,400
500170	Weekend Prem Pay-Classified	35	0	0	0
500190	Temporary Higher Class Pay	1,766	1,500	800	0
501020	Clothing Allowance - Classified	18,000	19,200	17,600	18,000
501070	Pension - Civilian	51,646	59,383	50,200	89,275
501090	Pension - Police	467,496	493,200	493,200	650,323
501120	Termination Pay - Civilian	61	500	1,200	1,523
501130	Termination Pay - Classified	2,650	5,000	5,000	5,000
501140	Third Party Disability B-Classified	13,920	14,550	13,800	14,400
502010	FICA - Civilian	19,304	21,740	17,900	28,812
502020	FICA - Classified	21,503	26,071	21,700	31,256
503010	Health Ins-Act Civilian	59,553	61,377	57,800	74,873
503015	Basic Life Insurance - Active Civilian	127	134	150	190
503020	Health Ins.Act-Classified	226,252	253,147	224,350	199,322
503025	Basic Life Insurance - Active Classified	861	908	900	951
503040	Health/Life Ins.Ret-Classified	16,818	20,000	17,800	20,000
503050	Health/Life Insurance - Retiree Civilian	9,580	11,000	9,400	11,000
503060	Long Term Disability-Civilian	664	680	600	765
503080	Workers Compensation-Classified-Admin	4,638	6,026	6,026	6,785
503090	Workers Compensation-Civilian-Admin	1,618	2,096	2,096	2,655
503100	Workers Compensation-Civilian-Claim	52,267	33,400	33,400	33,400
503110	Workers Compensation-Classified-Claim	307	9,924	9,924	9,924
<b>Total</b>	<b>Personnel Services</b>	<b>3,416,359</b>	<b>3,638,383</b>	<b>3,648,846</b>	<b>4,120,595</b>
511010	Chemical Gases & Special Fluids	100	100	100	1,600
511015	Cleaning & Sanitary Supplies	143	0	0	0
511020	Construction Materials	3,077	4,000	0	0
511025	Electrical Hardware & Parts	0	7,045	7,045	2,500
511040	Audiovisual Supplies	3,570	5,437	2,700	3,500
511045	Computer Supplies	30,486	181,000	181,000	211,500
511050	Paper & Printing Supplies	2,880	3,000	3,000	3,000
511055	Publications & Printed Materials	0	6,000	0	6,000
511060	Postage	100,380	225,000	225,000	250,000
511070	Miscellaneous Office Supplies	26,804	20,000	14,000	20,000
511115	Vehicle Repair & Maintenance Supplies	4,025	122,000	120,000	50,000
511120	Clothing	1,920	0	0	20,000
511125	Food Supplies	681	0	0	2,000
511145	Small Tools & Minor Equipment	0	35,000	35,000	20,000
511150	Miscellaneous Parts & Supplies	16,413	20,000	13,000	20,000
<b>Total</b>	<b>Supplies</b>	<b>190,479</b>	<b>628,582</b>	<b>600,845</b>	<b>610,100</b>
520100	Temporary Personnel Services	106,380	235,000	45,000	200,000
520107	Computer Info/Contr	5,040	0	0	0
520114	Miscellaneous Support Services	2,275	4,200	4,200	4,200
520121	IT Application Svcs	0	49,000	400,000	416,000
520123	Vehicle & Motor Equipment Services	4,067	37,640	37,640	0
520515	Print Shop Services	1,988	4,667	3,000	3,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520605	Advertising Services	16,732	30,000	30,000	30,000
520805	Education & Training	6,310	5,000	2,000	30,000
520905	Travel - Training Related	1,274	10,000	5,000	30,000
520910	Travel - Non-Training Related	0	1,000	3,000	0
521305	Indirect Cost Recovery Payment	892,675	1,042,065	1,042,065	1,099,039
521610	Voice Services	1,369	557	557	486
521630	GIS Revolving Fund Services	0	2,373	2,373	3,298
521705	Vehicle/Equipment Rental/Lease	1,927	0	0	0
521715	Office Equipment Rental	9,495	15,000	15,000	15,000
522205	Metro Commuter Passes	1,927	3,000	3,000	2,000
522305	Freight Charges	0	100	100	0
522430	Misc Othr Svcs & Chrg	1,214	1,000	0	1,000
522721	Interfund HR Client Services	0	476	476	0
522722	KRONOS Service Chargeback	0	1,393	1,393	1,696
522840	Houston Permitting Center Rent Chargeback	223,620	259,319	231,760	260,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,276,293</b>	<b>1,701,790</b>	<b>1,826,564</b>	<b>2,095,719</b>
560210	Furniture Fixtures and Equipment	5,506	0	0	0
560220	Vehicles	22,699	1,204,610	1,204,610	110,000
560230	Computer HW and Developed SW	0	165,000	0	285,000
<b>Total</b>	<b>Equipment</b>	<b>28,205</b>	<b>1,369,610</b>	<b>1,204,610</b>	<b>395,000</b>
551010	Non-Cap Office Furniture & Equipment	14,221	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>14,221</b>	<b>0</b>	<b>0</b>	<b>0</b>
532005	Transfers to General Fund	1,532,950	1,500,000	1,557,500	1,550,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>1,532,950</b>	<b>1,500,000</b>	<b>1,557,500</b>	<b>1,550,000</b>
<b>Grand Total Expenditures</b>		<b>6,458,507</b>	<b>8,838,365</b>	<b>8,838,365</b>	<b>8,771,414</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	60,071	60,071	0
Current Revenues	3,280,000	3,280,000	3,220,000
Total Available Resources	<u>3,340,071</u>	<u>3,340,071</u>	<u>3,220,000</u>
Maintenance and Operations	3,340,071	3,340,071	3,220,000
Total Expenditures	<u>3,340,071</u>	<u>3,340,071</u>	<u>3,220,000</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>3,340,071</u></u>	<u><u>3,340,071</u></u>	<u><u>3,220,000</u></u>
<b>Fund Balance Distribution</b>			
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 FY2015 Budget, the FY2015 Estimate and the FY2016 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.

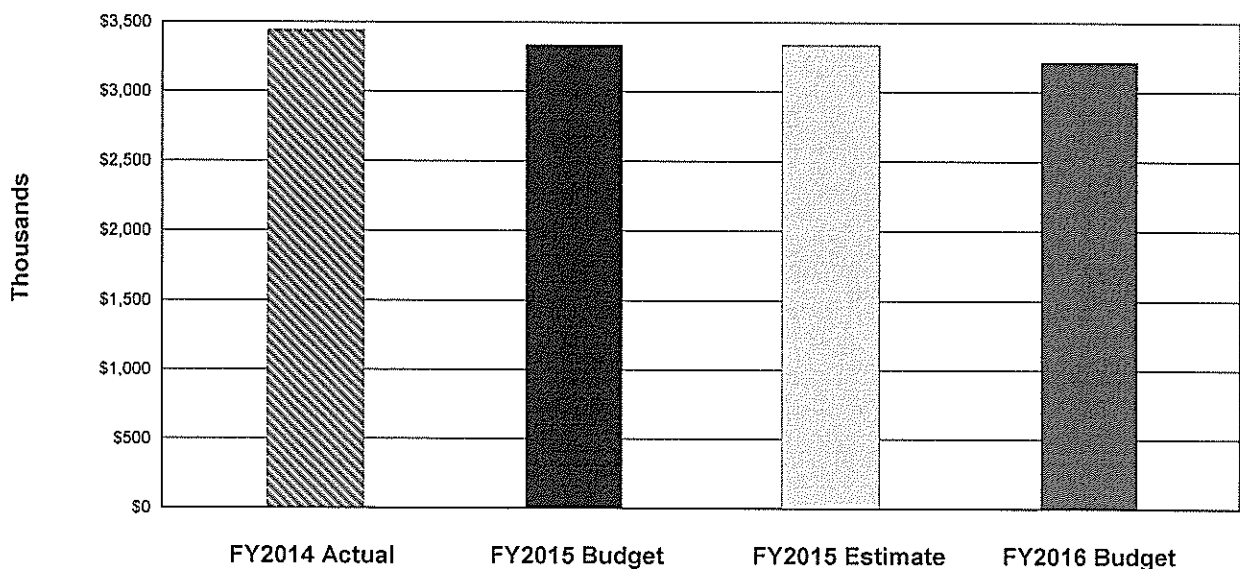
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Supplies	3,000	3,000	3,000	3,000
	Other Services and Charges	3,440,697	3,337,071	3,337,071	3,217,000
	Total M & O Expenditures	3,443,697	3,340,071	3,340,071	3,220,000
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	3,443,697	3,340,071	3,340,071	3,220,000
Revenues		3,295,071	3,280,000	3,280,000	3,220,000
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 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**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Crossing Guards Funded	J,P,Q	718	746	763	763
Schools and School Districts Funded for Crossing Guards	P	17	17	17	17
Expenditures Budget vs Actual Utilization	F	100%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	107%	100%	100%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Child Safety Fund Business Area : Police Department Fund No. /Bus Area No. : 2209 / 1000						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>HPD - Office of Budget and Finance 100001</b> Revenues derived from the \$5.00 court fee assessed on each parking violation, \$1.50 fee for each vehicle registration authorized by Harris County, and up to \$25.00 court costs assessed when offenses occur in a school zone or a parent contributes to non-attendance.	0.0	3,443,697	0.0	3,340,071	0.0	3,220,000



**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division	Name	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	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	3,443,697	0.0	3,340,071	0.0	3,220,000
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	3,443,697	0.0	3,340,071	0.0	3,220,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1000010002	HPD - Budget & Finance			
428090	Miscellaneous Fines & Forfeitures	785,000	785,000	750,000
432010	Interest on Pooled Investments	10,000	10,000	20,000
452030	Miscellaneous Revenue	2,485,000	2,485,000	2,450,000
<b>Total</b>	<b>Police Department</b>	<b>3,280,000</b>	<b>3,280,000</b>	<b>3,220,000</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511060	Postage	2,500	2,500	2,500	2,500
511070	Miscellaneous Office Supplies	500	500	500	500
<b>Total</b>	<b>Supplies</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
520114	Miscellaneous Support Services	3,440,697	3,335,071	3,335,071	3,215,000
520605	Advertising Services	0	2,000	2,000	2,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>3,440,697</b>	<b>3,337,071</b>	<b>3,337,071</b>	<b>3,217,000</b>
<b>Grand Total Expenditures</b>		<b>3,443,697</b>	<b>3,340,071</b>	<b>3,340,071</b>	<b>3,220,000</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	24,771	24,771	24,771
Current Revenues	11,295,408	11,295,408	11,321,432
Total Available Resources	<u>11,320,179</u>	<u>11,320,179</u>	<u>11,346,203</u>
Maintenance and Operations	11,295,408	11,295,408	11,321,432
Total Expenditures	<u>11,295,408</u>	<u>11,295,408</u>	<u>11,321,432</u>
Planned Ending Fund Balance	<u>24,771</u>	<u>24,771</u>	<u>24,771</u>
Total Budget	<u><u>11,320,179</u></u>	<u><u>11,320,179</u></u>	<u><u>11,346,203</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	24,771	24,771	24,771
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 Forensic Transition Special Fund. Also included are the beginning and ending fund balances, total revenues, and total expenditures.

The Forensic Transition Special Fund was created in FY2014 for the transition of forensic operations from the Houston Police Department to the independent Houston Forensics Science Local Government Corporation. The fund's budget covers City of Houston employees that provide services to the corporation. The corporation 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, including Biology/Serology, Controlled Substances, Firearms, Toxicology, Computer Forensics, Crime Scene Unit, Audio - Video, and Latent Prints.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

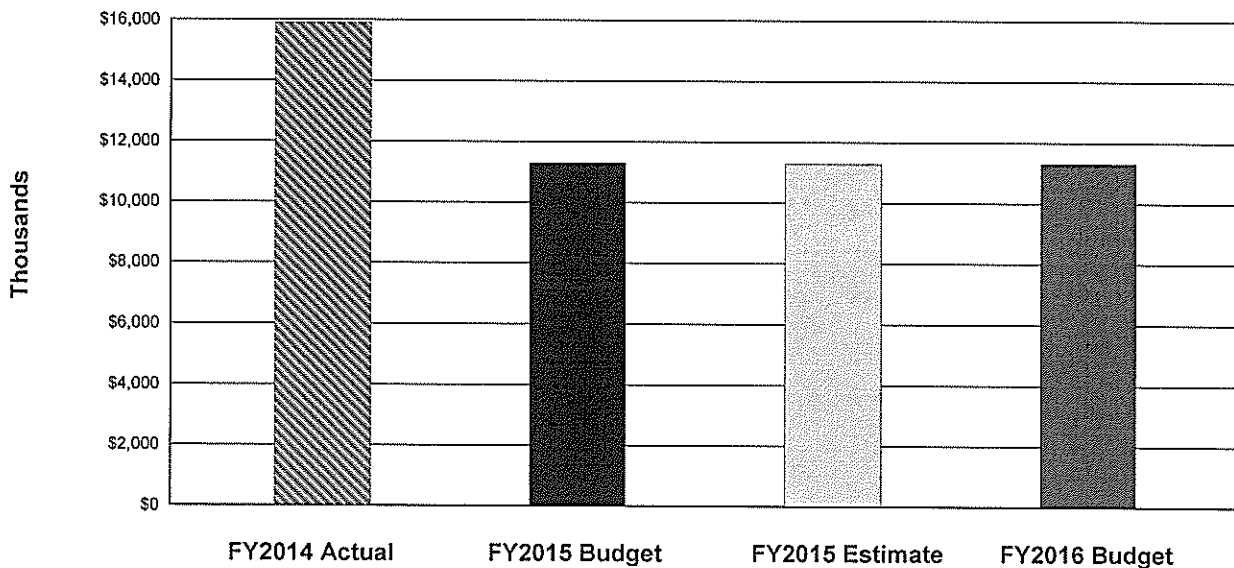
**Fund Name :** Forensic Transition Special Fund

**Business Area :** Police Department

**Fund No. /Bus. Area No. :** 2213 / 1000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	12,107,951	11,096,844	11,096,844	11,028,987
	Supplies	538,394	99,764	99,764	115,000
	Other Services and Charges	3,144,581	98,800	98,800	177,445
	Equipment	26,167	0	0	0
	Non-Capital Equipment	90,775	0	0	0
	Total M & O Expenditures	15,907,868	11,295,408	11,295,408	11,321,432
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	15,907,868	11,295,408	11,295,408	11,321,432
Revenues		15,932,639	11,295,408	11,295,408	11,321,432
Staffing	Full-Time Equivalents - Civilian	92.9	56.6	56.6	51.0
	Full-Time Equivalents - Classified	70.5	49.3	49.3	52.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	163.4	105.9	105.9	103.0
	Full-Time Equivalents - Overtime	0.0	3.0	3.1	3.0
Significant Budget Changes and Highlights	<p>o The FY2016 Budget provides funding for health benefits, pension contribution, and classified employees 4% pay increase.</p> <p>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, and crime scenes services.</p> <p>o Manage and maintain proficiency testing, audits, certifications, inspections, and performance.</p> <p>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.</p>				

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



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**FISCAL YEAR 2016 BUDGET**

**Business Area** : Police Department

Fund No. /Bus Area No. : 2213 / 1000

Division	FY2014 Actual	FY2015 Estimate	FY2016 Budget
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Division Description	FTEs	FTEs	FTEs	Costs \$	Costs \$	Costs \$
	FY 2014 Actual	FY 2015 Estimate	FY 2016 Budget			
<b>Investigative Operations</b> <b>100005</b>						
Consists of the Crime Laboratory and Identification Divisions. Forensic examination covers multiple scientific disciplines to include: Biology/Serology, Controlled Substances, Firearms, Toxicology, Computer Forensics, Crime Scene Unit, Audio - Video, and Latent Prints.	163.4	105.9	103.0	15,907,868	11,295,408	11,321,432

**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division	Name	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100005	Investigative Operations						
	Civilian	92.9		56.6		51.0	
	Classified	70.5		49.3		52.0	
	Cadets	0.0		0.0		0.0	
	Total	163.4	15,907,868	105.9	11,295,408	103.0	11,321,432
Grand Total							
	Civilian	92.9		56.6		51.0	
	Classified	70.5		49.3		52.0	
	Cadets	0.0		0.0		0.0	
	Grand Total	163.4	15,907,868	105.9	11,295,408	103.0	11,321,432



**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE SPECIALIST	20	1.0	0.0	(1.0)
ASSISTANT DIRECTOR (EXEC)	32	1.0	1.0	0.0
CRIMINALIST	20	59.0	29.0	(30.0)
CRIMINALIST LABORATORY MANAGER	29	5.0	2.0	(3.0)
CRIMINALIST SPECIALIST	25	10.0	7.0	(3.0)
CUSTOMER SERVICE CLERK	10	3.0	3.0	0.0
DATA ENTRY OPERATOR	8	1.0	1.0	0.0
EVIDENCE TECHNICIAN	11	3.0	3.0	0.0
FINGERPRINT TECHNICIAN SUPERVISOR	16	1.0	1.0	0.0
POLICE ADMINISTRATOR (EXEC)	30	2.0	1.0	(1.0)
POLICE CAPTAIN	PA09	1.0	0.0	(1.0)
POLICE LIEUTENANT	PA07	6.0	7.0	1.0
POLICE OFFICER	PA03	19.0	22.0	3.0
POLICE SERGEANT	PA06	8.0	8.0	0.0
SENIOR CONTRACT ADMINISTRATOR	27	1.0	0.0	(1.0)
SENIOR DATA ENTRY OPERATOR	12	2.0	1.0	(1.0)
SENIOR EVIDENCE TECHNICIAN	15	1.0	1.0	0.0
SENIOR MICROCOMPUTER ANALYST	23	1.0	0.0	(1.0)
SENIOR OFFICE ASSISTANT	12	1.0	1.0	0.0
SENIOR POLICE OFFICER	PA04	19.0	15.0	(4.0)
<b>Total FTEs</b>		<b>145.0</b>	<b>103.0</b>	<b>(42.0)</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>39.1</b>	<b>0.0</b>	<b>(39.1)</b>
<b>Less Adjustment for Classified Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>105.9</b>	<b>103.0</b>	<b>(2.9)</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1000010056 426260	HPD - Crime Lab Police Services	4,773,288	4,773,288	4,123,258
1000010059 426260	HPD - Identification Police Services	6,522,120	6,522,120	7,198,174
Total	Police Department	<u>11,295,408</u>	<u>11,295,408</u>	<u>11,321,432</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	4,574,285	3,503,932	3,503,932	2,957,887
500020	Salary Base Pay - Classified	3,066,235	3,223,850	3,223,850	3,517,047
500040	Salary Assignment Pay - Classified	1,907	1,900	1,900	0
500045	Patrol Incentive Pay	23	0	0	0
500050	Sal-Edu/Incen-Classfd	147,160	155,000	155,000	164,000
500060	Overtime - Civilian	46,647	68,000	68,000	68,000
500070	Overtime - Classified	207,650	151,000	151,000	201,000
500090	Premium Pay - Civilian	0	7,416	7,416	0
500110	Bilingual Pay - Civilian	903	1,800	1,800	1,800
500120	Bilingual Pay - Classified	11,894	15,000	15,000	11,000
500130	Equipment Allowance-Classified	96,512	106,000	106,000	96,000
500150	Shift Differential Pay-Classified	20,696	38,500	38,500	38,500
500160	Training Incent.-Classified	276,972	276,499	276,499	320,000
500170	Weekend Prem Pay-Classified	23,504	41,500	41,500	41,500
500190	Temporary Higher Class Pay	1,982	4,000	4,000	0
501020	Clothing Allowance - Classified	20,400	22,000	22,000	19,200
501070	Pension - Civilian	1,076,506	918,550	918,550	809,275
501090	Pension - Police	961,950	1,136,400	1,136,400	1,470,297
501120	Termination Pay - Civilian	11,354	5,000	5,000	5,139
501130	Termination Pay - Classified	33,450	10,000	10,000	10,000
501140	Third Party Disability B-Classified	30,672	30,500	30,500	31,000
502010	FICA - Civilian	343,223	280,570	280,570	229,986
502020	FICA - Classified	45,735	52,713	52,713	54,971
503010	Health Ins-Act Civilian	567,294	489,950	489,950	378,090
503015	Basic Life Insurance - Active Civilian	2,660	3,016	3,016	1,723
503020	Health Ins.Act-Classified	484,606	489,028	489,028	548,909
503025	Basic Life Insurance - Active Classified	1,782	2,010	2,010	2,043
503050	Health/Life Insurance - Retiree Civilian	3,511	0	0	0
503060	Long Term Disability-Civilian	7,106	7,820	7,820	4,335
503080	Workers Compensation-Classified-Admin	10,074	13,886	13,886	15,340
503090	Workers Compensation-Civilian-Admin	17,560	24,104	24,104	15,045
503100	Workers Compensation-Civilian-Claim	6,041	5,100	5,100	5,100
503110	Workers Compensation-Classified-Claim	7,657	5,600	5,600	5,600
504030	Unemployment Claims - Administration	0	6,200	6,200	6,200
<b>Total</b>	<b>Personnel Services</b>	<b>12,107,951</b>	<b>11,096,844</b>	<b>11,096,844</b>	<b>11,028,987</b>
511010	Chemical Gases & Special Fluids	290	0	0	0
511015	Cleaning & Sanitary Supplies	1,624	0	0	0
511025	Electrical Hardware & Parts	1,987	0	0	0
511030	Mechanical Hardware & Parts	1,365	0	0	0
511035	Meters Hydrants & Plumbing Supplies	544	0	0	0
511040	Audiovisual Supplies	28,924	0	0	0
511045	Computer Supplies	16,024	0	0	0
511050	Paper & Printing Supplies	(4,185)	0	0	0
511055	Publications & Printed Materials	4,401	0	0	0
511070	Miscellaneous Office Supplies	43,810	25,000	25,000	0
511080	General Laboratory Supplies	384,331	0	0	0
511085	Drugs & Medical Chemicals	238	0	0	0
511090	Medical & Surgical Supplies	8,193	0	0	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511095	Small Technical & Scientific Equipment	15,556	0	0	0
511110	Fuel	2,938	59,686	59,686	100,000
511115	Vehicle Repair & Maintenance Supplies	2,320	0	0	0
511120	Clothing	343	15,078	15,078	15,000
511130	Weapons Munitions & Supplies	4,662	0	0	0
511145	Small Tools & Minor Equipment	540	0	0	0
511150	Miscellaneous Parts & Supplies	24,489	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>538,394</b>	<b>99,764</b>	<b>99,764</b>	<b>115,000</b>
520100	Temporary Personnel Services	2,664	0	0	0
520109	Medical Dental & Laboratory Services	105,555	0	0	0
520110	Management Consulting Services	2,768,128	0	0	0
520114	Miscellaneous Support Services	21,809	25,507	25,507	0
520119	Computer Eq/SW Mnt	12,933	0	0	0
520123	Vehicle & Motor Equipment Services	0	50,000	50,000	150,000
520124	Other Equipment Services	74,071	0	0	0
520605	Advertising Services	204	0	0	0
520765	Membership & Professional Fees	6,144	0	0	0
520805	Education & Training	23,575	0	0	0
520815	Tuition Reimbursement	22,890	0	0	0
520905	Travel - Training Related	32,295	0	0	0
520910	Travel - Non-Training Related	3,228	0	0	0
521630	GIS Revolving Fund Services	0	12,952	12,952	15,425
521705	Vehicle/Equipment Rental/Lease	40,014	0	0	0
522305	Freight Charges	670	0	0	0
522430	Misc Othr Svcs & Chrg	30,401	0	0	0
522721	Interfund HR Client Services	0	2,632	2,632	2,632
522722	KRONOS Service Chargeback	0	7,709	7,709	9,388
<b>Total</b>	<b>Other Services and Charges</b>	<b>3,144,581</b>	<b>98,800</b>	<b>98,800</b>	<b>177,445</b>
561230	Depr - Computer HW and Developed SW	26,167	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>26,167</b>	<b>0</b>	<b>0</b>	<b>0</b>
551025	Non-Capital Scientific/Medical Equipment	90,775	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>90,775</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>15,907,868</b>	<b>11,295,408</b>	<b>11,295,408</b>	<b>11,321,432</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	5,911,305	5,911,305	6,680,625
Current Revenues	11,342,234	10,456,109	9,982,190
Total Available Resources	17,253,539	16,367,414	16,662,815
Maintenance and Operations	12,726,000	9,686,789	11,557,545
Debt Services	0	0	0
Total Expenditures	12,726,000	9,686,789	11,557,545
Planned Ending Fund Balance	4,527,539	6,680,625	5,105,270
Total Budget	<u>17,253,539</u>	<u>16,367,414</u>	<u>16,662,815</u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	4,527,539	6,680,625	5,105,270
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 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, festivals, and bike rides; 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.

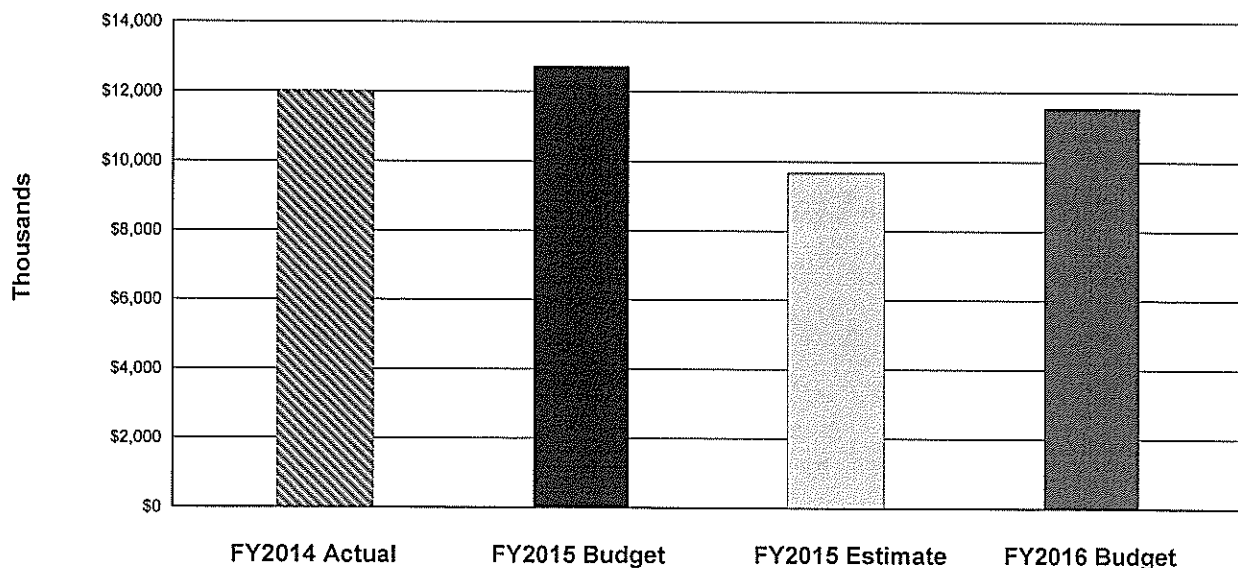
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	7,669,106	9,137,169	7,711,013	7,550,835
	Supplies	894,242	575,510	227,368	1,711,000
	Other Services and Charges	1,669,808	2,807,976	1,589,080	1,800,710
	Equipment	1,786,341	195,345	159,328	485,000
	Non-Capital Equipment	8,780	10,000	0	10,000
	Total M & O Expenditures	12,028,277	12,726,000	9,686,789	11,557,545
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	12,028,277	12,726,000	9,686,789	11,557,545
Revenues		11,067,491	11,342,234	10,456,109	9,982,190
Staffing	Full-Time Equivalents - Civilian	6.1	5.0	5.0	2.0
	Full-Time Equivalents - Classified	0.8	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	6.9	5.0	5.0	2.0
	Full-Time Equivalents - Overtime	4.8	84.3	70.8	67.9
Significant Budget Changes and Highlights	The budget continues FY2015 service levels with associated accounting for:				
	o Law Enforcement Officers Standards in Education (LEOSE) – 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 FY2016 Budget includes funding for the continuation of the Human Trafficking Unit.				
	o The FY2016 Budget includes funding for the purchase of Body Cameras.				

**Police Special Services  
Police Department  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Law Enforcement Officers Standards in Education (LEOSE)	P,Q,J	6,670	6,700	6,700	6,700
Memorandum of Agreements/Understandings for Police Services	P,Q	50	50	42	42
Municipal Service Agreements with TIRZ Districts	P,Q	11	11	11	11
Reimbursable Fun Runs, Festivals and Bike Rides	P,Q	15	16	20	19
Expenditures Budget vs Actual Utilization	F	100%	98%	76%	98%
Revenues Budget vs Actual Utilization	F	127%	100%	92%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Police Special Services</b> <b>Business Area : Police Department</b> <b>Fund No. /Bus Area No. : 2201 / 1000</b>						
Division Description	FY2014 Actual FTEs      Costs \$	FY2015 Estimate FTEs      Costs \$	FY2016 Budget FTEs      Costs \$			
<b>Police Services 100002</b> Provides services to outside entities, organizations, and other law enforcement activities. Services include providing security at fun runs, festivals, bike rides, and assignments for other agencies. Accounts for TIRZ funds.	6.6      11,356,231	5.0      9,225,504	2.0      10,901,837			
<b>LEOSE Training Funds 100004</b> Law Enforcement Officers Standards in Education (LEOSE). Disburses restricted funds for law enforcement training activities.	0.0      277,957	0.0      273,650	0.0      587,000			
<b>Investigative Operations 100005</b> Street Closure Permits and Traffic Control Permits. Air Support training and equipment.	0.0      394,089	0.0      187,635	0.0      68,708			
<b>Safe Clear 100006</b> Safe Clear program ended; no longer reported in Police Special Services Fund.	0.3      0	0.0      0	0.0      0			



**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division	Name	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100002	Police Services						
	Civilian	6.1		5.0		2.0	
	Classified	0.5		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	Total	6.6	11,356,231	5.0	9,225,504	2.0	10,901,837
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	277,957	0.0	273,650	0.0	587,000
100005	Investigative Operations						
	Civilian	0.0		0.0		0.0	
	Classified	0.0		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	Total	0.0	394,089	0.0	187,635	0.0	68,708
100006	Safe Clear						
	Civilian	0.0		0.0		0.0	
	Classified	0.3		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	Total	0.3	0	0.0	0	0.0	0
Grand Total							
	Civilian	6.1		5.0		2.0	
	Classified	0.8		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	Grand Total	6.9	12,028,277	5.0	9,686,789	2.0	11,557,545

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT ASSOCIATE	14	1.0	0.0	(1.0)
CRIMINAL INTELLIGENCE ANALYST	21	1.0	1.0	0.0
FINANCIAL ANALYST III	21	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	1.0	0.0	(1.0)
STAFF ANALYST	26	1.0	1.0	0.0
<b>Total FTEs</b>		<b>5.0</b>	<b>2.0</b>	<b>(3.0)</b>
Less Adjustment for Civilian Vacancy Factor				
Less Adjustment for Classified Vacancy Factor				
<b>Full-Time Equivalents</b>		<b>5.0</b>	<b>2.0</b>	<b>(3.0)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>1000010001</b>	<b>HPD - Chief of Police</b>			
431020	Contributions from Others	0	500	0
434510	Prior Year Revenue	0	400,000	0
<b>1000010002</b>	<b>HPD - Budget &amp; Finance</b>			
432010	Interest on Pooled Investments	200,000	199,000	60,000
452030	Miscellaneous Revenue	10,000	11,000	10,000
<b>1000010004</b>	<b>HPD - Public Affairs</b>			
431020	Contributions from Others	5,000	5,000	5,000
<b>1000010008</b>	<b>HPD - Crime Analysis &amp; Command Center</b>			
426260	Police Services	85,000	0	0
<b>1000010010</b>	<b>HPD - Strategic Operations Command</b>			
422110	Criminal Justice Division Grant Awards	393,211	386,415	386,415
<b>1000010012</b>	<b>HPD - Internal Affairs</b>			
426260	Police Services	10,000	10,000	10,000
<b>1000010016</b>	<b>HPD - Training Academy</b>			
426260	Police Services	25,000	25,000	26,000
<b>1000010019</b>	<b>HPD - Field Operations Command</b>			
421350	Site Inspection Fees	0	0	16,800
434510	Prior Year Revenue	0	(13,627)	0
490010	Transfer from General Fund	4,925,200	4,925,200	4,925,200
<b>1000010027</b>	<b>HPD - North Patrol</b>			
426260	Police Services	230,000	230,000	270,000
<b>1000010034</b>	<b>HPD - Southeast Patrol</b>			
426260	Police Services	0	10,000	10,000
<b>1000010036</b>	<b>HPD - Southwest Patrol</b>			
431020	Contributions from Others	0	5,000	0
<b>1000010037</b>	<b>HPD - Westside Patrol</b>			
426260	Police Services	50,000	0	0
<b>1000010043</b>	<b>HPD - Robbery</b>			
426260	Police Services	52,000	42,500	50,000
431020	Contributions from Others	0	2,500	0
<b>1000010044</b>	<b>HPD - Auto Theft</b>			
426260	Police Services	17,202	17,374	17,374
<b>1000010045</b>	<b>HPD - Homicide</b>			
426260	Police Services	155,520	145,000	156,000
434510	Prior Year Revenue	0	10,183	0
<b>1000010046</b>	<b>HPD - Burglary &amp; Theft</b>			
426260	Police Services	108,000	110,000	111,000
<b>1000010047</b>	<b>HPD - Juvenile</b>			
426260	Police Services	7,000	0	0
434510	Prior Year Revenue	0	1,035	0
<b>1000010049</b>	<b>HPD - Major Offenders</b>			
426260	Police Services	352,000	265,000	357,000
434510	Prior Year Revenue	0	2,902	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>1000010051</b>	<b>HPD - Vice</b>			
426260	Police Services	35,400	30,000	35,000
434510	Prior Year Revenue	0	(397,382)	0
435510	Confiscations	350,000	350,000	300,000
<b>1000010052</b>	<b>HPD - Criminal Intelligence</b>			
426260	Police Services	165,000	150,000	155,000
<b>1000010053</b>	<b>HPD - Narcotics</b>			
426260	Police Services	347,000	271,300	259,600
434510	Prior Year Revenue	0	48,682	0
<b>1000010054</b>	<b>HPD - Gangs</b>			
426260	Police Services	47,000	35,000	45,000
<b>1000010057</b>	<b>HPD - Technology Services</b>			
431020	Contributions from Others	0	1,000,000	0
<b>1000010059</b>	<b>HPD - Identification</b>			
426260	Police Services	40,000	9,600	9,600
434510	Prior Year Revenue	0	1,000	0
<b>1000010069</b>	<b>HPD - Special Operations</b>			
426260	Police Services	463,500	516,226	500,000
431020	Contributions from Others	0	1,000	1,000
<b>1000010070</b>	<b>HPD - Tactical Operation</b>			
426260	Police Services	12,000	12,000	12,000
<b>1000010071</b>	<b>HPD -Traffic</b>			
426260	Police Services	10,000	120,000	123,000
<b>1000010075</b>	<b>HPD - Mobility Initiative</b>			
421310	Mobility Permits	163,000	346,000	346,000
426290	Other Service Charges	12,000	12,000	12,000
<b>1000010076</b>	<b>HPD - Safe Clear</b>			
452020	Recoveries & Refunds	1,500	3,000	2,500
<b>1000010078</b>	<b>HPD - Special Events</b>			
424060	Interfund Airport Police Services	1,300,000	0	0
431020	Contributions from Others	700,000	85,000	700,000
<b>1000010083</b>	<b>HPD - Midwest</b>			
431020	Contributions from Others	0	1,000	0
<b>1000010096</b>	<b>HPD - Special Victims</b>			
426260	Police Services	0	1,000	0
<b>1000010100</b>	<b>HPD - Human Trafficking Enforcement Unit</b>			
434305	Judgments & Claims	1,070,701	1,070,701	1,070,701
<b>Total</b>	<b>Police Department</b>	<b>11,342,234</b>	<b>10,456,109</b>	<b>9,982,190</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	138,641	297,748	260,074	128,699
500020	Salary Base Pay - Classified	525	0	0	0
500060	Overtime - Civilian	69,364	0	51,000	0
500070	Overtime - Classified	7,358,970	8,679,357	7,259,979	7,364,324
500090	Premium Pay - Civilian	150	0	0	0
501070	Pension - Civilian	56,015	75,509	66,518	35,212
501120	Termination Pay - Civilian	447	0	0	0
502010	FICA - Civilian	10,608	22,777	19,402	9,846
502020	FICA - Classified	(43)	0	0	0
503010	Health Ins-Act Civilian	19,591	44,328	42,500	10,918
503015	Basic Life Insurance - Active Civilian	70	174	157	76
503050	Health/Life Insurance - Retiree Civilian	8,184	11,922	6,785	1,000
503060	Long Term Disability-Civilian	216	425	380	170
503090	Workers Compensation-Civilian-Admin	520	1,310	1,113	590
503100	Workers Compensation-Civilian-Claim	0	514	0	0
503110	Workers Compensation-Classified-Claim	5,848	0	0	0
504020	Compensation Contingency	0	3,000	3,000	0
504030	Unemployment Claims - Administration	0	105	105	0
<b>Total</b>	<b>Personnel Services</b>	<b>7,669,106</b>	<b>9,137,169</b>	<b>7,711,013</b>	<b>7,550,835</b>
511020	Construction Materials	15	0	80	0
511040	Audiovisual Supplies	33,705	15,000	15,120	10,000
511045	Computer Supplies	207,741	240,680	77,430	146,000
511050	Paper & Printing Supplies	0	10,000	1,000	0
511070	Miscellaneous Office Supplies	14,060	25,500	13,000	17,000
511095	Small Technical & Scientific Equipment	90	0	0	1,400,000
511100	Veterinary & Animal Supplies	0	8,330	0	0
511105	Trained Police Animals	8,330	0	0	0
511120	Clothing	15,405	8,000	2,200	0
511125	Food Supplies	1,185	0	0	1,000
511130	Weapons Munitions & Supplies	500,021	0	0	0
511135	Recreational Supplies	1,358	0	0	0
511145	Small Tools & Minor Equipment	10,935	0	3,000	0
511150	Miscellaneous Parts & Supplies	101,397	268,000	115,538	137,000
<b>Total</b>	<b>Supplies</b>	<b>894,242</b>	<b>575,510</b>	<b>227,368</b>	<b>1,711,000</b>
520100	Temporary Personnel Services	340,284	250,000	250,000	0
520105	Accounting & Auditing Services	36,000	0	0	0
520107	Computer Info/Contr	18,360	278,790	292,230	0
520114	Miscellaneous Support Services	1,090	337	15	0
520123	Vehicle & Motor Equipment Services	795	60,000	10,035	25,000
520124	Other Equipment Services	0	0	1,700	0
520126	Construction Site Work Services	3,900	0	0	0
520145	Criminal Intelligence Services	150,000	175,000	75,000	125,000
520605	Advertising Services	0	12,000	0	0
520765	Membership & Professional Fees	0	0	350	0
520805	Education & Training	218,128	310,000	292,500	203,000
520815	Tuition Reimbursement	69,974	100,000	100,000	100,000
520905	Travel - Training Related	103,377	113,000	186,250	145,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520910	Travel - Non-Training Related	7,675	52,000	30,361	40,000
521405	Building Maintenance Services	35,462	164,800	250	164,800
521610	Voice Services	0	0	300	0
521630	GIS Revolving Fund Services	12,032	229	229	532
521705	Vehicle/Equipment Rental/Lease	155,264	203,002	201,000	210,202
522305	Freight Charges	0	0	850	0
522405	Management Savings	(423)	0	0	0
522430	Misc Othr Svcs & Chrg	354,571	1,088,655	147,854	787,000
522721	Interfund HR Client Services	0	63	63	63
522722	KRONOS Service Chargeback	611	100	93	113
522795	Other Interfund Services	162,708	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,669,808</b>	<b>2,807,976</b>	<b>1,589,080</b>	<b>1,800,710</b>
560120	Capital Exp-Building & Bldg Improvement	0	0	0	250,000
560210	Furniture Fixtures and Equipment	75,111	0	24,500	0
560220	Vehicles	1,546,048	140,000	70,000	220,000
560230	Computer HW and Developed SW	165,182	48,150	57,633	15,000
560810	Cap Exp-Controlled Equipment	0	7,195	7,195	0
<b>Total</b>	<b>Equipment</b>	<b>1,786,341</b>	<b>195,345</b>	<b>159,328</b>	<b>485,000</b>
551010	Non-Cap Office Furniture & Equipment	8,780	10,000	0	10,000
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>8,780</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>
<b>Grand Total Expenditures</b>		<b>12,028,277</b>	<b>12,726,000</b>	<b>9,686,789</b>	<b>11,557,545</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	208,765	208,765	49,795
Current Revenues	111,500	29,200	31,000
Total Available Resources	<u>320,265</u>	<u>237,965</u>	<u>80,795</u>
Maintenance and Operations	188,170	188,170	60,958
Total Expenditures	<u>188,170</u>	<u>188,170</u>	<u>60,958</u>
Planned Ending Fund Balance	<u>132,095</u>	<u>49,795</u>	<u>19,837</u>
Total Budget	<u><u>320,265</u></u>	<u><u>237,965</u></u>	<u><u>80,795</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	132,095	49,795	19,837
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 Houston Police Department Supplemental Environmental Protection Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

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

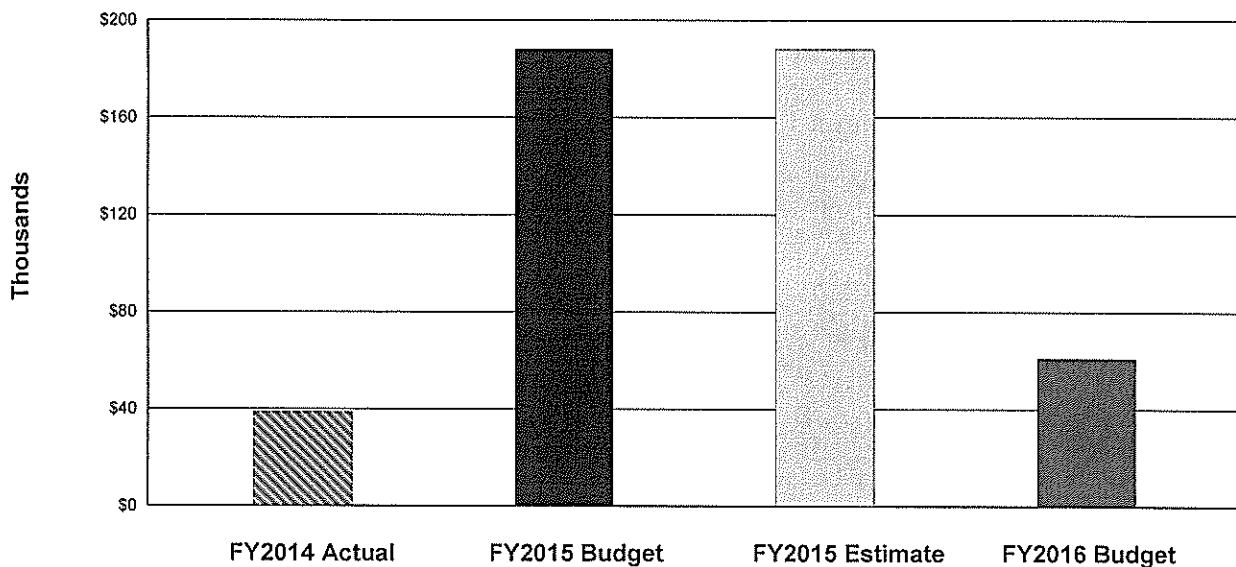
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	9,802	45,720	45,720	5,135
	Supplies	26,097	60,002	60,002	34,865
	Other Services and Charges	3,014	26,898	26,898	20,958
	Equipment	0	55,550	55,550	0
	Total M & O Expenditures	38,913	188,170	188,170	60,958
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	38,913	188,170	188,170	60,958
Revenues		116,255	111,500	29,200	31,000
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	0.5	0.5	0.0
Significant Budget Changes and Highlights	o Includes funding for investigative equipment required to aid in investigating environmental crimes.				

**Supplemental Environmental Protection  
Police Department  
Expenditure Summary**





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Major Enforcement Activities	P	N/A	N/A	2,000	2,000
Public Education Events	Q	N/A	N/A	4	4
Revenue Budget vs Actual Utilization	F	112%	100%	26%	100%
Expenditures Budget vs Actual Utilization	F	19%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	112%	100%	26%	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 : Police Department Fund No. /Bus Area No. : 2404 / 1000							
Division Description		FY2014 Actual FTEs      Costs \$		FY2015 Estimate FTEs      Costs \$		FY2016 Budget FTEs      Costs \$	
<b>Supplemental Environmental Protection      100001</b> Advancement of the goals of clean air and water, and to enhance the community environment impacted by criminal environmental violators. Environmental Investigations and Rat-On-A-Rat (ROAR) also seeks to minimize environmental violations.		0.0	38,913	0.0	188,170	0.0	60,958

**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division	Name	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	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	38,913	0.0	188,170	0.0	60,958
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	38,913	0.0	188,170	0.0	60,958

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
1000010050	HPD - Environ. Protection			
432010	Interest on Pooled Investments	1,500	1,100	1,000
452030	Miscellaneous Revenue	110,000	28,100	30,000
<b>Total</b>	<b>Police Department</b>	<u><u>111,500</u></u>	<u><u>29,200</u></u>	<u><u>31,000</u></u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500020	Salary Base Pay - Classified	246	50	50	0
500060	Overtime - Civilian	531	14,150	14,150	1,000
500070	Overtime - Classified	9,025	30,000	30,000	4,000
502010	FICA - Civilian	0	1,010	1,010	77
502020	FICA - Classified	0	510	510	58
<b>Total</b>	<b>Personnel Services</b>	<b>9,802</b>	<b>45,720</b>	<b>45,720</b>	<b>5,135</b>
511025	Electrical Hardware & Parts	0	900	900	0
511040	Audiovisual Supplies	3,403	10,200	10,200	0
511050	Paper & Printing Supplies	1,475	0	0	0
511055	Publications & Printed Materials	2,600	0	0	0
511070	Miscellaneous Office Supplies	800	0	0	14,865
511115	Vehicle Repair & Maintenance Supplies	3,000	0	0	0
511120	Clothing	1,680	0	0	0
511135	Recreational Supplies	3,880	0	0	0
511145	Small Tools & Minor Equipment	9,259	0	0	0
511150	Miscellaneous Parts & Supplies	0	48,902	48,902	20,000
<b>Total</b>	<b>Supplies</b>	<b>26,097</b>	<b>60,002</b>	<b>60,002</b>	<b>34,865</b>
520114	Miscellaneous Support Services	0	300	300	0
520805	Education & Training	725	1,000	1,000	0
520905	Travel - Training Related	1,952	4,500	4,500	0
521610	Voice Services	337	1,098	1,098	958
522430	Misc Othr Svcs & Chrg	0	20,000	20,000	20,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>3,014</b>	<b>26,898</b>	<b>26,898</b>	<b>20,958</b>
560220	Vehicles	0	55,550	55,550	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>55,550</b>	<b>55,550</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>38,913</b>	<b>188,170</b>	<b>188,170</b>	<b>60,958</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	27,170,744	27,170,744	31,387,367
Current Revenues	71,274,200	80,456,454	73,782,800
Total Available Resources	<u>98,444,944</u>	<u>107,627,198</u>	<u>105,170,167</u>
Maintenance and Operations	76,048,900	69,709,480	87,546,000
Debt Services	0	0	966,000
Other Interfund Transfers	2,462,000	6,530,351	2,616,000
Total Expenditures	<u>78,510,900</u>	<u>76,239,831</u>	<u>91,128,000</u>
Planned Ending Fund Balance	<u>19,934,044</u>	<u>31,387,367</u>	<u>14,042,167</u>
Total Budget	<u><u>98,444,944</u></u>	<u><u>107,627,198</u></u>	<u><u>105,170,167</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	19,934,044	31,387,367	14,042,167
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 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 new structures are maintained within the City and 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.

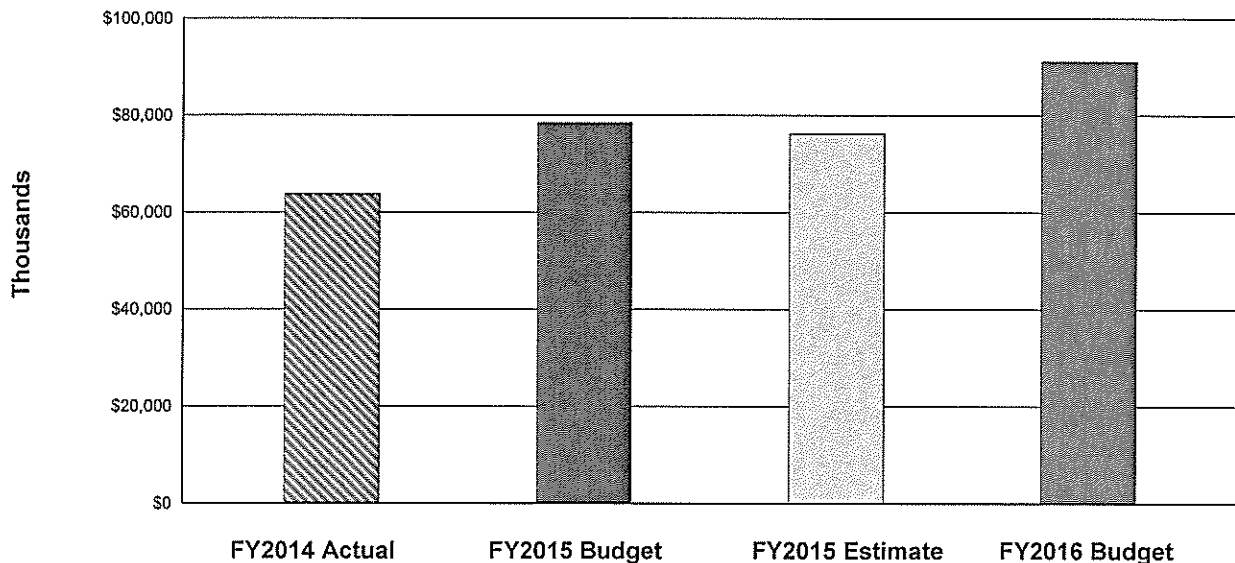
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	42,079,065	51,320,629	48,376,841	57,218,100
	Supplies	921,724	1,302,500	898,091	1,415,800
	Other Services and Charges	10,944,011	16,886,771	13,778,008	19,824,000
	Equipment	2,155,486	5,060,500	5,424,210	7,226,800
	Non-Capital Equipment	806,228	478,500	982,330	861,300
	Total M & O Expenditures	56,906,514	75,048,900	69,459,480	86,546,000
	Debt Service & Other Uses	6,823,996	3,462,000	6,780,351	4,582,000
	Total Expenditure	63,730,510	78,510,900	76,239,831	91,128,000
Revenues		75,736,725	71,274,200	80,456,454	73,782,800
Staffing	Full-Time Equivalents - Civilian	492.3	583.8	583.8	612.4
	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	492.3	583.8	583.8	612.4
	Full-Time Equivalents - Overtime	27.4	22.8	26.0	40.4
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Increased staffing levels in the Planning & Development Service Division by 32 new positions to match staffing resources with expected levels of service to customers and implementation of best practices with regards to time spent per plan review and per on-site inspection.				
	o Contractual support services are increasing to meet peak demand in commercial plan reviews until positions are filled and employees are trained.				
	o Professional support services are increasing to assist with updating the City's Community Rating System (CRS). This program is based on recent Federal Emergency Management Administration (FEMA) requirements as well as review plans and inspections of construction developments in floodplain areas.				
	o Permitting revenues are expected to decrease from FY2015 attributed to an anticipated softening of the economy.				

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





**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Building Inspections Completed	J	561,324	550,000	591,926	560,275
Commercial Plan Reviews Completed	J	19,864	23,400	21,951	19,862
Commercial Plan Reviews Completed within 11 Days	Q	67%	90%	51%	90%
Flood Plain Area Inspections Completed	J	4,538	3,200	4,800	4,800
Habitability Inspections Completed	J	1,678	1,000	1,400	1,400
Public Infrastructure Plan Reviews Completed within 11 Days	J,I	96%	96%	82%	95%
Residential Plan Reviews Completed	J	13,361	14,600	14,694	14,424
Residential Plan Reviews Completed within 7 Days	Q	43%	90%	20%	100%
Sign Inspections Completed	J	39,052	35,000	37,317	35,985
Expenditures Budget vs Actual Utilization	F	94%	98%	97%	98%
Revenues Budget vs Actual Utilization	F	122%	100%	113%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Building Inspection Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 2301 / 2000</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Planning &amp; Development Services Division 200006</b> The Planning & Development Services Division (PDS) is charged with a regulatory role to ensure the safety, usability and sustainability of the private and public built environment. Duties are executed by the practical application of reviews, permit administration, and field inspection under the adopted City of Houston statutes related to Building Codes, Sign Administration and Public Infrastructure.	476.9	57,042,231	567.0	65,774,967	595.4	78,901,200
<b>Information Technology 200008</b> Provides and maintains technology solutions to support planning, design, construction, operation, and maintenance of the public infrastructure systems and administration for the Department of Public Works & Engineering.	15.4	6,646,875	16.8	10,420,364	17.0	12,177,800
<b>Management Support Branch 200009</b> Provides funding for the Building Inspection bi-weekly payroll function.	0.0	41,404	0.0	44,500	0.0	49,000
<b>Total</b>	<b>492.3</b>	<b>63,730,510</b>	<b>583.8</b>	<b>76,239,831</b>	<b>612.4</b>	<b>91,128,000</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT ASSOCIATE	14	0.0	1.0	1.0
ADMINISTRATION MANAGER	26	9.0	9.0	0.0
ADMINISTRATIVE AIDE	10	0.0	0.8	0.8
ADMINISTRATIVE ASSISTANT	17	11.0	11.0	0.0
ADMINISTRATIVE ASSOCIATE	13	2.0	1.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	5.0	5.0	0.0
ADMINISTRATIVE SPECIALIST	20	8.0	9.0	1.0
ASSISTANT BUYER	12	1.0	1.0	0.0
ASSISTANT CHIEF INSPECTOR	25	9.0	9.0	0.0
ASSISTANT CUSTOMER SERVICE MANAGER	26	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXEC)	32	2.0	2.0	0.0
ASSISTANT DIRECTOR-PUBLIC WORKS (EXEC)	34	1.0	2.0	1.0
ASSISTANT PROJECT MANAGER	20	3.5	3.5	0.0
CODE ENFORCEMENT OFFICER II	18	2.0	0.0	(2.0)
CUSTOMER SERVICE CASHIER	12	5.0	5.0	0.0
CUSTOMER SERVICE REP. I	13	28.0	28.6	0.6
CUSTOMER SERVICE REP. II	15	25.0	28.8	3.8
CUSTOMER SERVICE REP. III	16	32.0	33.6	1.6
CUSTOMER SERVICE SECTION CHIEF	22	9.0	9.0	0.0
CUSTOMER SERVICE SUPERVISOR	18	0.0	0.8	0.8
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	3.0	3.0	0.0
DEPUTY DIRECTOR-PUBLIC WORKS	36	1.0	1.0	0.0
DIVISION MANAGER	29	8.0	8.0	0.0
ENGINEER	26	11.0	11.0	0.0
GRADUATE ENGINEER	22	13.0	14.4	1.4
IMAGING TECHNICIAN	5	1.0	1.0	0.0
INFORMATION SYSTEMS ADMINISTRATOR	30	0.8	1.0	0.2
INSPECTOR	18	227.0	235.6	8.6
INSPECTOR TRAINEE	12	2.0	1.0	(1.0)
IRM MANAGER	29	2.0	2.0	0.0
IT PROJECT MANAGER	28	2.0	2.0	0.0
MANAGEMENT ANALYST II	18	1.0	2.0	1.0
MANAGEMENT ANALYST III	21	1.0	1.0	0.0
MANAGING ENGINEER	31	3.0	4.0	1.0
MESSENGER	6	1.0	1.0	0.0
MULTI-DISCIPLINE INSPECTOR	21	7.0	7.0	0.0
OFFICE SUPERVISOR	17	2.0	2.0	0.0
PLAN ANALYST SUPERVISOR	22	11.0	11.0	0.0
PROCUREMENT SPECIALIST	24	1.0	1.0	0.0
PROGRAMMER ANALYST II	19	1.0	1.0	0.0
PROGRAMMER ANALYST IV	25	1.0	1.0	0.0
PROJECT MANAGER	24	3.0	3.8	0.8
PROJECT TECHNICIAN III	17	6.0	4.0	(2.0)
PROJECT TECHNICIAN IV	20	3.0	4.0	1.0
RECORDS MANAGER	25	1.0	1.0	0.0
RECORDS SUPERVISOR	18	1.0	1.0	0.0
REGULATORY COMPLIANCE COORDINATOR	17	1.0	5.4	4.4
SANITARIAN III	21	1.0	1.0	0.0
SENIOR BUYER	22	1.0	1.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
SENIOR CUSTOMER SERVICE CASHIER	13	3.0	3.0	0.0
SENIOR GIS TECHNICIAN	17	1.0	1.0	0.0
SENIOR IMAGING TECHNICIAN	13	8.0	8.0	0.0
SENIOR INSPECTOR	22	48.0	49.2	1.2
SENIOR OFFICE ASSISTANT	12	2.0	2.0	0.0
SENIOR PLAN ANALYST	18	63.0	64.6	1.6
SENIOR PLANT OPERATOR	15	0.0	0.8	0.8
SENIOR PROJECT MANAGER	27	1.0	2.0	1.0
SENIOR STAFF ANALYST	28	0.0	1.0	1.0
SENIOR STAFF ANALYST (EXEC)	28	1.0	1.0	0.0
STAFF ANALYST	26	2.0	2.0	0.0
STAFF ANALYST (EXEC)	26	1.0	0.0	(1.0)
STUDENT INTERN II	10	2.0	2.0	0.0
SUPERVISING ENGINEER	29	6.0	7.0	1.0
SYSTEMS CONSULTANT	26	5.0	4.0	(1.0)
SYSTEMS SUPPORT ANALYST II	19	2.0	3.0	1.0
SYSTEMS SUPPORT ANALYST IV	25	3.0	2.0	(1.0)
TECHNICAL HARDWARE ANALYST II	21	1.0	0.0	(1.0)
<b>Total FTEs</b>		<b>618.3</b>	<b>645.9</b>	<b>27.6</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>34.5</b>	<b>33.5</b>	<b>(1.0)</b>
<b>Full-Time Equivalents</b>		<b>583.8</b>	<b>612.4</b>	<b>28.6</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>2000060001</b>	<b>PWE - Management Support</b>			
432010	Interest on Pooled Investments	171,300	273,600	269,500
<b>2000060002</b>	<b>PWE - Permit Applications &amp; CACD</b>			
421630	Administrative Fee - Licenses & Permits	5,402,300	5,580,100	5,564,400
426330	Miscellaneous Copies Fees	500	100	500
426490	Alternate Method Review Fee	16,300	19,200	16,800
452030	Miscellaneous Revenue	306,300	372,000	315,500
<b>2000060003</b>	<b>PWE - Electrical Inspection</b>			
421500	Electrical Permits	8,867,200	11,375,400	9,133,200
426495	Investigation Fee	17,000	5,500	17,000
434245	Sale of Capital Assets - Vehicles	5,000	7,500	5,000
434335	Recover Damage-Infrastructure	0	2,050	0
<b>2000060006</b>	<b>PWE - City Engineer's Office</b>			
419080	Encroachment Franchise Fee	385,000	400,430	395,000
421200	Other Building & Construction Permits	391,000	408,863	400,000
421280	Other Licenses & Permits	77,100	139,300	85,000
421300	Facility Permits	43,000	41,100	40,000
421490	Plan Review Fees	206,300	216,800	197,600
421491	Plan Review - Per Sheet Fee	1,622,900	1,929,700	1,895,300
421550	Street Cut Permit	1,100,000	884,500	1,000,000
421560	Flood Plain Dev Prmt	1,000,000	1,118,000	1,000,000
421630	Administrative Fee - Licenses & Permits	195,200	185,500	201,100
428080	Returned Check Charges	0	120	0
456110	Stormwater Quality Mgmt Permits	265,000	216,500	254,500
<b>2000060011</b>	<b>PWE - Sign Administration</b>			
421162	Electric Signs Fee	418,600	422,100	430,500
421330	Impounded Sign Fees	100	0	100
421340	Sign Construction Fees	736,400	609,700	797,300
421350	Site Inspection Fees	387,600	379,600	398,700
421370	Sign Operation Fees	3,709,800	4,217,100	3,713,100
421371	Sign Op Fee-Off Perm	103,500	191,100	99,700
421372	Sign Op Fee-Off Perm	49,900	49,900	47,800
421373	Sign Operation Fees-New Operating-City	454,000	495,800	455,600
421380	Sign Contractor Licenses	92,200	96,200	93,800
421390	Sign Plan Examination Fees	542,600	451,300	558,100
421630	Administrative Fee - Licenses & Permits	1,792,300	1,495,000	1,926,400
421640	LED Changeable Message Sign	93,000	61,300	159,500
426330	Miscellaneous Copies Fees	29,600	29,300	40,000
<b>2000060013</b>	<b>PWE - Multi-Family Habitability</b>			
421700	Multi-Family Rental Building Inspections	301,600	173,000	202,600
<b>2000060016</b>	<b>PWE - HPC Shared Services</b>			
424110	Other Interfund Services	112,200	502,700	334,700
426330	Miscellaneous Copies Fees	2,000	2,200	2,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
428080	Returned Check Charges	9,400	6,200	9,400
434340	Cashier Overages	0	400	0
452030	Miscellaneous Revenue	0	3,000	0
<b>2000060018</b>	<b>PWE - HPC Imaging Shared Services</b>			
426290	Other Service Charges	81,500	55,000	81,500
426320	City Maps & Related Items	60,000	64,000	60,000
426330	Miscellaneous Copies Fees	17,000	18,800	17,000
<b>2000060019</b>	<b>PWE - HPC Shared Facility/Motor Pool Serv.</b>			
424200	Interfund Permit Center Rent	1,357,600	1,399,700	1,353,600
452030	Miscellaneous Revenue	0	8,400	0
<b>2000060020</b>	<b>PWE - Occupancy Inspection</b>			
421470	Occupancy Fees	2,950,800	3,062,300	3,039,300
421520	Heliport/Helistop Inspection Fees	24,000	24,000	35,000
434245	Sale of Capital Assets - Vehicles	9,500	0	5,000
<b>2000060021</b>	<b>PWE - Plumbing Inspection</b>			
421510	Plumbing Permits	5,909,300	6,837,100	6,086,600
434245	Sale of Capital Assets - Vehicles	7,000	0	5,000
<b>2000060022</b>	<b>PWE - Structural Inspection</b>			
421190	Construction Permits	25,444,800	29,600,000	26,208,100
421210	Fire Alarm Permits	13,800	16,300	16,000
421450	House Moving Permits	16,500	17,191	15,200
421460	Mobile Home Permits	344,300	475,000	429,800
434245	Sale of Capital Assets - Vehicles	8,000	4,000	5,000
<b>2000060023</b>	<b>PWE - Mechanical Inspection</b>			
421420	A/C Boiler Cons Prmt	5,055,000	5,503,500	5,206,700
421430	Annual Boiler Fees	203,600	150,200	269,700
421440	Elevator Permits	858,800	858,800	884,600
434245	Sale of Capital Assets - Vehicles	6,500	0	5,000
<b>Total Public Works &amp; Engineering</b>		<b>71,274,200</b>	<b>80,456,454</b>	<b>73,782,800</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	25,537,349	30,725,617	28,846,628	33,534,550
500030	Salary Part Time - Civilian	109,214	127,573	81,086	57,119
500060	Overtime - Civilian	2,151,019	2,197,527	2,693,802	3,221,227
500090	Premium Pay - Civilian	103,664	141,800	221,471	249,500
500110	Bilingual Pay - Civilian	81,697	83,168	85,484	102,189
500240	HOPE Community Service Usage	382	0	0	0
500250	HOPE Union Business Usage	6,777	400	6,557	2,500
501050	Employee Awards	1,320	0	948	1,000
501060	Moving Expenses	8,100	15,000	5,500	15,000
501070	Pension - Civilian	5,970,413	7,809,041	7,336,686	9,175,036
501120	Termination Pay - Civilian	359,394	827,600	364,800	1,039,022
502010	FICA - Civilian	2,057,936	2,531,949	2,357,409	2,838,079
503010	Health Ins-Act Civilian	4,707,221	5,619,832	5,178,327	5,551,593
503015	Basic Life Insurance - Active Civilian	15,002	17,836	16,622	19,067
503050	Health/Life Insurance - Retiree Civilian	575,269	615,300	669,571	805,700
503060	Long Term Disability-Civilian	40,851	50,214	44,514	52,375
503090	Workers Compensation-Civilian-Admin	104,305	154,899	141,051	182,130
503100	Workers Compensation-Civilian-Claim	240,646	374,100	321,326	354,500
504030	Unemployment Claims - Administration	8,506	28,773	5,059	17,513
<b>Total</b>	<b>Personnel Services</b>	<b>42,079,065</b>	<b>51,320,629</b>	<b>48,376,841</b>	<b>57,218,100</b>
511010	Chemical Gases & Special Fluids	583	1,700	510	1,900
511015	Cleaning & Sanitary Supplies	7,111	5,300	7,225	5,300
511020	Construction Materials	(1,131)	0	200	0
511025	Electrical Hardware & Parts	2,013	3,300	2,847	4,100
511040	Audiovisual Supplies	14,844	13,900	1,700	12,700
511045	Computer Supplies	68,101	132,900	67,300	121,500
511050	Paper & Printing Supplies	21,175	48,200	23,400	48,200
511055	Publications & Printed Materials	79,890	71,900	33,200	70,200
511060	Postage	21,002	26,000	21,150	27,000
511070	Miscellaneous Office Supplies	40,027	66,900	54,300	71,100
511090	Medical & Surgical Supplies	60	1,200	400	1,200
511095	Small Technical & Scientific Equipment	15	0	9	5,000
511110	Fuel	601,856	800,600	622,100	914,800
511115	Vehicle Repair & Maintenance Supplies	317	0	0	0
511120	Clothing	23,330	44,500	17,725	48,000
511125	Food Supplies	4,987	0	1,080	900
511145	Small Tools & Minor Equipment	19,062	27,700	8,450	25,700
511150	Miscellaneous Parts & Supplies	18,482	35,400	15,450	35,200
511160	Protective Gear	0	23,000	21,045	23,000
<b>Total</b>	<b>Supplies</b>	<b>921,724</b>	<b>1,302,500</b>	<b>898,091</b>	<b>1,415,800</b>
520100	Temporary Personnel Services	526,807	1,100,871	820,312	465,000
520102	Security Services	383,406	387,100	376,000	395,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520106	Architectural Services	24,785	44,000	0	44,000
520107	Computer Info/Contr	1,741,097	3,615,100	2,565,100	3,376,800
520109	Medical Dental & Laboratory Services	8,622	8,500	8,400	9,400
520110	Management Consulting Services	270,156	408,000	146,400	408,000
520112	Banking Services	8,414	8,800	24,000	24,400
520114	Miscellaneous Support Services	167,791	2,189,600	1,229,100	3,700,600
520115	Real Estate Lease/Office Rental	135,043	176,700	176,700	177,300
520116	Parking Services Contract	193,197	285,000	330,900	285,000
520118	Refuse Disposal	1,850	0	900	0
520119	Computer Eq/SW Mnt	0	0	3,669	0
520121	IT Application Svcs	162,783	137,300	197,300	178,000
520122	Office Equipment Services	0	5,000	5,000	5,000
520123	Vehicle & Motor Equipment Services	676,665	0	7,110	3,100
520126	Construction Site Work Services	147,494	260,000	30,000	260,000
520141	Engineering Services	0	0	0	1,050,000
520143	Credit/Bank Card Services	0	0	538,400	530,000
520147	Management Initiative Savings	0	920	950	0
520157	Computer Software Maintenance Services	599,203	908,700	908,700	959,600
520158	Computer Equipment Maintenance Services	191,337	314,700	314,700	334,700
520510	Mail/Delivery Services	236	500	0	500
520515	Print Shop Services	62,809	156,300	56,650	135,500
520520	Printing & Reproduction Services	1,102,180	17,200	7,100	17,200
520605	Advertising Services	12,940	0	25,141	15,000
520705	Insurance Fees	42,642	52,600	52,600	48,400
520755	Contingency	0	250,000	0	250,000
520765	Membership & Professional Fees	19,912	49,600	24,300	65,200
520805	Education & Training	72,668	139,400	75,300	218,000
520905	Travel - Training Related	22,941	73,000	40,500	79,000
520910	Travel - Non-Training Related	4,515	10,100	3,200	18,400
521305	Indirect Cost Recovery Payment	1,438,831	1,715,400	1,715,400	1,789,100
521306	Indirect Cost -PWE	870,000	1,231,000	1,231,000	1,394,800
521315	Reimbursement for Energy Leakage Testing	20,000	0	0	0
521405	Building Maintenance Services	886,692	1,090,400	885,900	1,090,400
521410	Sewer Services	0	0	19,900	0
521435	Water Services	0	18,100	18,100	18,100
521505	Electricity	3,304	2,600	2,600	1,600
521605	Data Services	127,222	127,100	161,700	170,000
521610	Voice Services	21,375	15,500	13,215	24,800
521620	Voice Equipment	86,777	2,400	7,800	8,100
521625	Voice Labor	7,797	2,900	6,710	4,400
521630	GIS Revolving Fund Services	39,048	38,100	38,100	45,000
521635	Voice Services -Wireless	157,424	209,480	220,005	200,000
521705	Vehicle/Equipment Rental/Lease	0	221,800	36,000	221,800



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
521715	Office Equipment Rental	91,063	118,800	92,000	118,800
521725	Other Rental	4,675	184,500	184,500	184,500
521730	Parking Space Rental	43,614	25,400	15,400	24,900
521735	Hobby Parking Space Rental	2,325	4,000	4,600	4,000
521910	Legal Svcs - Crt Report	1,681	7,900	1,571	8,900
522205	Metro Commuter Passes	42,521	142,900	69,000	138,300
522305	Freight Charges	2,128	5,400	1,035	5,900
522430	Misc Othr Svcs & Chrg	30,368	56,400	33,340	56,400
522720	Interfund Payroll Services	34,177	44,500	44,500	49,000
522721	Interfund HR Client Services	346,622	386,400	386,400	433,400
522722	KRONOS Service Chargeback	20,969	23,300	23,300	28,700
522723	Drainage Fee Service Chargeback	4,477	4,500	4,500	4,500
522730	Interfund Engineering Services	897	0	0	0
522795	Other Interfund Services	80,531	83,500	87,100	86,900
522845	Interfund Vehicle Services	0	525,500	505,900	658,600
<b>Total</b>	<b>Other Services and Charges</b>	<b>10,944,011</b>	<b>16,886,771</b>	<b>13,778,008</b>	<b>19,824,000</b>
560010	Land	0	0	0	500,000
560210	Furniture Fixtures and Equipment	7,980	0	0	0
560220	Vehicles	699,335	1,977,200	1,940,910	2,300,500
560230	Computer HW and Developed SW	1,448,171	3,083,300	3,483,300	4,355,800
560810	Cap Exp-Controlled Equipment	0	0	0	70,500
<b>Total</b>	<b>Equipment</b>	<b>2,155,486</b>	<b>5,060,500</b>	<b>5,424,210</b>	<b>7,226,800</b>
551010	Non-Cap Office Furniture & Equipment	62,888	31,800	32,900	54,400
551015	Non-Capital Computer Equipment	733,692	441,700	944,430	801,900
551020	Non-Capital Communication Equipment	0	5,000	5,000	5,000
551025	Non-Capital Scientific/Medical Equipment	6,849	0	0	0
551040	Non-Capital Other	2,799	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>806,228</b>	<b>478,500</b>	<b>982,330</b>	<b>861,300</b>
521930	Contingency/Reserve	0	1,000,000	250,000	1,000,000
531085	Other Interest	0	0	0	966,000
532020	Transfers to Capital Projects	5,861,645	1,500,000	5,568,351	2,616,000
532050	Trans to PIB Bonds Debt Service	962,351	962,000	962,000	0
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>6,823,996</b>	<b>3,462,000</b>	<b>6,780,351</b>	<b>4,582,000</b>
<b>Grand Total Expenditures</b>		<b>63,730,510</b>	<b>78,510,900</b>	<b>76,239,831</b>	<b>91,128,000</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	2,414,544	2,414,544	1,931,772
Current Revenues	2,268,100	2,308,100	2,090,800
<b>Total Available Resources</b>	<u>4,682,644</u>	<u>4,722,644</u>	<u>4,022,572</u>
Maintenance and Operations	2,914,700	2,790,872	3,106,600
<b>Total Expenditures</b>	<u>2,914,700</u>	<u>2,790,872</u>	<u>3,106,600</u>
Planned Ending Fund Balance	<u>1,767,944</u>	<u>1,931,772</u>	<u>915,972</u>
<b>Total Budget</b>	<u><u>4,682,644</u></u>	<u><u>4,722,644</u></u>	<u><u>4,022,572</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	1,767,944	1,931,772	915,972
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 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.

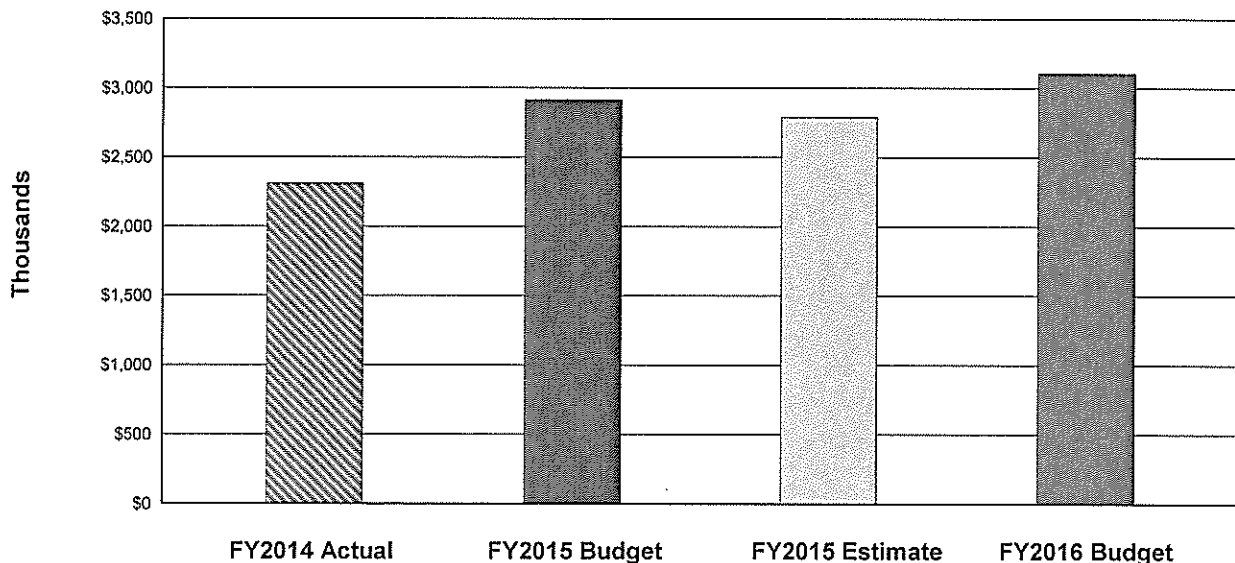
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	882,367	929,900	884,119	956,100
	Supplies	116,770	114,200	114,200	113,500
	Other Services and Charges	1,229,090	1,772,600	1,694,553	1,964,700
	Equipment	56,921	75,000	75,000	38,000
	Non-Capital Equipment	24,014	23,000	23,000	34,300
	Total M & O Expenditures	2,309,162	2,914,700	2,790,872	3,106,600
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	2,309,162	2,914,700	2,790,872	3,106,600
Revenues		2,436,531	2,268,100	2,308,100	2,090,800
Staffing	Full-Time Equivalents - Civilian	8.0	8.0	8.0	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	8.0	8.0	8.0	8.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Provides maintenance of physical support systems at the Houston Transtar Center.</li> <li>o Implements Light Rail control operations.</li> <li>o Budgets for the completion of the expansion construction at the Houston Transtar Center.</li> <li>o Oversees the METRO Emergency Operation Center and Harris County Sheriff Office Tactical Operations Center.</li> </ul>				

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



**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Houston TranStar						
Business Area : Public Works & Engineering						
Fund No. /Bus Area No. : 2402 / 2000						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Traffic Operations Division 200002 Manages, operates and maintains the Houston TranStar Center.	8.0	2,309,162	8.0	2,790,872	8.0	3,106,600
Total	8.0	2,309,162	8.0	2,790,872	8.0	3,106,600

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	0.0
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
ASSISTANT DIRECTOR-PUBLIC WORKS (EXEC)	34	1.0	1.0	0.0
EXECUTIVE STAFF ANALYST (EXEC)	30	1.0	1.0	0.0
FINANCIAL ANALYST IV	25	1.0	1.0	0.0
SENIOR GIS ANALYST	24	1.0	1.0	0.0
SENIOR PROCUREMENT SPECIALIST	27	1.0	1.0	0.0
SYSTEMS CONSULTANT	26	1.0	1.0	0.0
<b>Total FTEs</b>		<b>8.0</b>	<b>8.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>8.0</b>	<b>8.0</b>	<b>0.0</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
2000020009	PWE - Houston TranStar			
422030	Department of Transportation Grants	60,000	100,000	100,000
423010	Other Grant Awards	1,545,100	1,545,100	1,315,100
426290	Other Service Charges	645,000	645,000	657,700
432010	Interest on Pooled Investments	18,000	18,000	18,000
Total	Public Works & Engineering	<u>2,268,100</u>	<u>2,308,100</u>	<u>2,090,800</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	604,573	624,250	598,050	641,904
500060	Overtime - Civilian	(4)	0	0	0
501070	Pension - Civilian	141,383	158,311	152,091	175,626
501120	Termination Pay - Civilian	0	0	958	0
502010	FICA - Civilian	43,633	46,743	43,658	47,936
503010	Health Ins-Act Civilian	88,615	92,170	83,860	81,933
503015	Basic Life Insurance - Active Civilian	353	364	350	366
503050	Health/Life Insurance - Retiree Civilian	1,474	5,000	2,516	5,000
503060	Long Term Disability-Civilian	678	680	651	684
503090	Workers Compensation-Civilian-Admin	1,662	2,096	1,985	2,372
504030	Unemployment Claims - Administration	0	286	0	279
<b>Total</b>	<b>Personnel Services</b>	<b>882,367</b>	<b>929,900</b>	<b>884,119</b>	<b>956,100</b>
511015	Cleaning & Sanitary Supplies	2,645	1,800	1,800	1,800
511020	Construction Materials	314	1,500	1,500	1,500
511025	Electrical Hardware & Parts	25,761	8,000	8,000	8,000
511030	Mechanical Hardware & Parts	1,227	3,500	3,500	3,500
511045	Computer Supplies	28,505	32,500	37,500	32,500
511050	Paper & Printing Supplies	4,259	6,500	6,500	6,500
511055	Publications & Printed Materials	356	1,500	1,500	1,000
511060	Postage	1,299	1,300	1,300	1,300
511070	Miscellaneous Office Supplies	26,694	26,000	26,000	26,000
511090	Medical & Surgical Supplies	4,487	5,000	5,000	4,800
511110	Fuel	3,174	14,500	8,840	14,500
511125	Food Supplies	4,629	7,000	7,000	7,000
511140	Landscaping & Gardening Supplies	113	100	100	100
511145	Small Tools & Minor Equipment	13,307	5,000	5,000	5,000
511150	Miscellaneous Parts & Supplies	0	0	660	0
<b>Total</b>	<b>Supplies</b>	<b>116,770</b>	<b>114,200</b>	<b>114,200</b>	<b>113,500</b>
520107	Computer Info/Contr	6,222	114,200	114,200	100,000
520109	Medical Dental & Laboratory Services	66	100	100	100
520110	Management Consulting Services	15,003	15,000	43,000	17,000
520113	Photographic Services	0	1,000	1,000	1,000
520114	Miscellaneous Support Services	0	0	6,301	0
520119	Computer Eq/SW Mnt	42,155	33,000	33,000	33,000
520121	IT Application Svcs	7,260	7,000	7,000	7,800
520122	Office Equipment Services	1,809	1,700	1,700	1,700
520123	Vehicle & Motor Equipment Services	4,547	0	0	0
520126	Construction Site Work Services	115,567	71,985	86,646	142,600
520127	Structural Construction Work Services	100	0	0	0
520141	Engineering Services	18,377	340,000	196,685	340,000
520510	Mail/Delivery Services	9,348	3,000	4,100	3,000
520520	Printing & Reproduction Services	33,005	10,000	10,000	10,000
520605	Advertising Services	50,000	60,000	60,000	60,000
520755	Contingency	0	27,750	29,634	100,000
520765	Membership & Professional Fees	658	1,500	1,500	1,500
520805	Education & Training	1,038	2,000	2,000	3,600
520905	Travel - Training Related	854	2,500	2,500	3,500

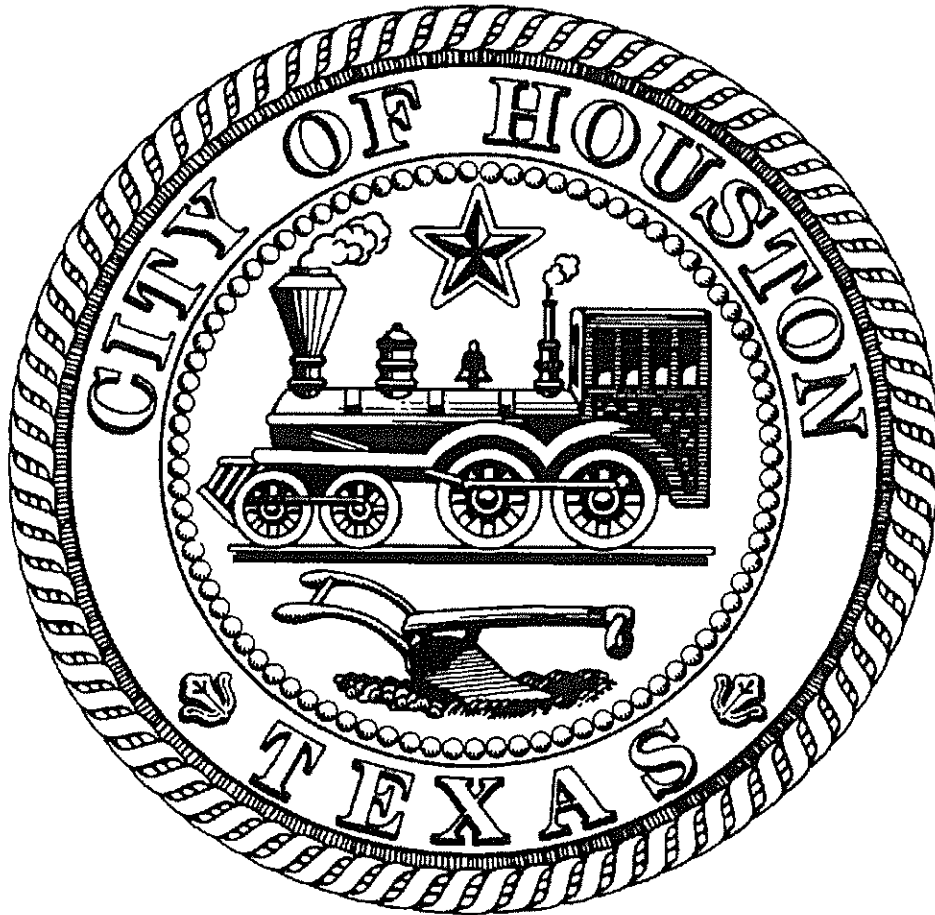


**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520910	Travel - Non-Training Related	520	3,000	2,763	1,500
521405	Building Maintenance Services	92,885	160,000	126,839	160,000
521410	Sewer Services	4,654	4,300	4,300	4,700
521415	Land and Grounds Maintenance	0	0	2,734	0
521435	Water Services	5,266	12,000	7,800	9,500
521505	Electricity	213,419	215,600	251,600	270,700
521510	Natural Gas	6,103	3,800	8,482	11,900
521605	Data Services	43,909	41,000	41,000	38,400
521610	Voice Services	83,052	3,000	3,000	4,000
521620	Voice Equipment	609	700	700	200
521625	Voice Labor	0	900	900	1,400
521635	Voice Services -Wireless	1,977	3,200	3,200	2,600
521715	Office Equipment Rental	6,617	7,000	7,000	7,000
521725	Other Rental	4,620	0	6,160	0
521730	Parking Space Rental	972	600	972	600
521910	Legal Svcs - Crt Report	0	0	237	0
522205	Metro Commuter Passes	2,835	3,000	3,000	3,000
522720	Interfund Payroll Services	0	700	700	600
522721	Interfund HR Client Services	0	6,100	6,100	5,700
522722	KRONOS Service Chargeback	310	400	400	500
522730	Interfund Engineering Services	723	265	0	0
522795	Other Interfund Services	867	0	1,000	1,300
522810	Interfund Carpentry & Painting	453,743	615,000	615,000	615,000
522845	Interfund Vehicle Services	0	1,300	1,300	1,300
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,229,090</b>	<b>1,772,600</b>	<b>1,694,553</b>	<b>1,964,700</b>
560210	Furniture Fixtures and Equipment	51,491	0	0	0
560220	Vehicles	0	45,000	45,000	0
560230	Computer HW and Developed SW	5,430	30,000	30,000	38,000
<b>Total</b>	<b>Equipment</b>	<b>56,921</b>	<b>75,000</b>	<b>75,000</b>	<b>38,000</b>
551010	Non-Cap Office Furniture & Equipment	12,822	12,750	12,750	24,050
551015	Non-Capital Computer Equipment	4,632	5,250	5,250	5,250
551020	Non-Capital Communication Equipment	6,560	5,000	5,000	5,000
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>24,014</b>	<b>23,000</b>	<b>23,000</b>	<b>34,300</b>
<b>Grand Total Expenditures</b>		<b>2,309,162</b>	<b>2,914,700</b>	<b>2,790,872</b>	<b>3,106,600</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	2,505,000	2,505,000	879,666
Current Revenues	2,037,375	1,551,102	2,576,540
Total Available Resources	4,542,375	4,056,102	3,456,206
Maintenance and Operations	715,504	715,504	593,116
Other Interfund Transfers	2,460,932	2,460,932	2,771,604
Total Expenditures	3,176,436	3,176,436	3,364,720
Planned Ending Fund Balance	1,365,939	879,666	91,486
Total Budget	4,542,375	4,056,102	3,456,206
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	1,365,939	879,666	91,486
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 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 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.

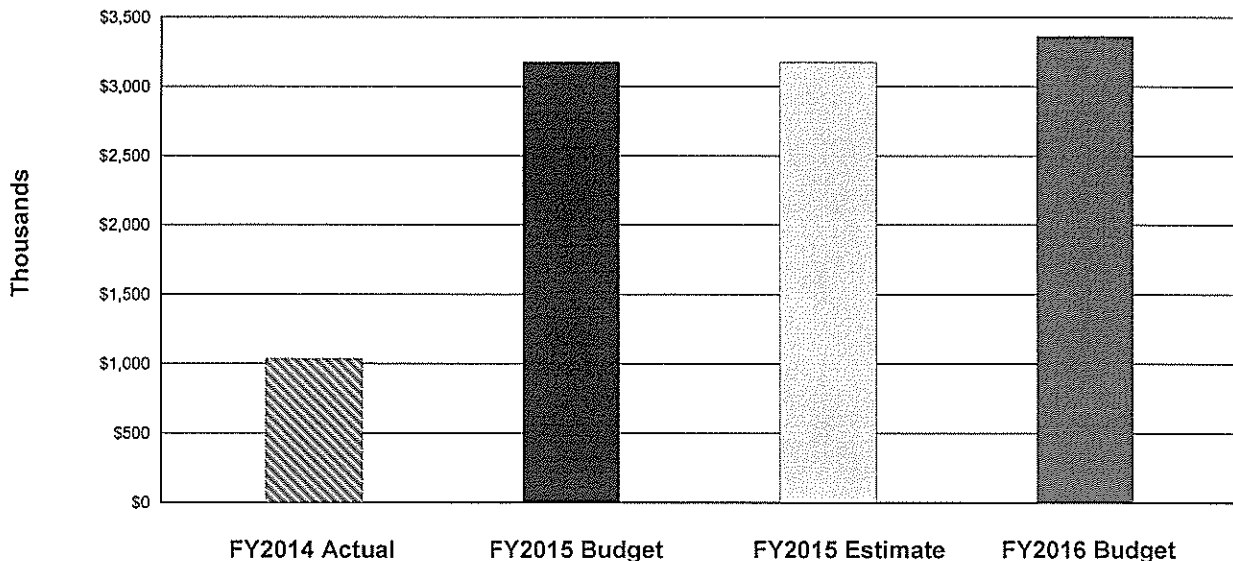
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	172,107	161,642	161,642	164,102
	Supplies	4,147	133,600	133,600	7,600
	Other Services and Charges	9,481	420,262	420,262	421,414
	Total M & O Expenditures	185,735	715,504	715,504	593,116
	Debt Service & Other Uses	851,941	2,460,932	2,460,932	2,771,604
	Total Expenditure	1,037,676	3,176,436	3,176,436	3,364,720
Revenues		1,852,391	2,037,375	1,551,102	2,576,540
Staffing	Full-Time Equivalents - Civilian	2.1	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	2.1	2.0	2.0	2.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Educate and promote the recycling program to the community through the distribution of marketing materials, media ad placements and direct mail.</li> <li>o Continue to forge new partnerships and pilot projects with recycling vendors to divert waste from area landfills.</li> <li>o Increase recycling through efficient cost-effective savings of expenditures.</li> <li>o In FY2015, Single Stream Recycling was expanded to all residential units serviced.</li> </ul>				

**Recycling Expansion Program  
Solid Waste Management  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

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

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Curbside Recycling Rate (single stream)	J,F,Q	12%	15%	13%	14%
Residential Units Serviced	J,F,Q	272,000	378,622	380,000	380,000
Expenditures Budget vs Actual Utilization	F	39%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	89%	100%	76%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary							
Fund Name : Recycling Expansion Program							
Business Area : Solid Waste Management							
Fund No. /Bus Area No. : 2305 / 2100							
Division Description		FY2014 Actual FTEs      Costs \$		FY2015 Estimate FTEs      Costs \$		FY2016 Budget FTEs      Costs \$	
SWM - SW Collections 210009							
Educate and promote the recycling program to the community.		2.1	1,037,676	2.0	3,176,436	2.0	3,364,720
Total		2.1	1,037,676	2.0	3,176,436	2.0	3,364,720

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Roster Summary**

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

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<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
WEB DESIGNER	21	1.0	1.0	0.0
<b>Total FTEs</b>		<u>2.0</u>	<u>2.0</u>	<u>0.0</u>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
<b>Full-Time Equivalents</b>		<u>2.0</u>	<u>2.0</u>	<u>0.0</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>2100090004</b>	<b>SWM - SW Recycling Cen</b>			
432010	Interest on Pooled Investments	25,808	18,303	19,000
434205	Sale of Scrap Metal	108,535	102,833	300,000
434255	Sale of Recyclable Materials	1,331,432	844,195	1,544,195
452030	Miscellaneous Revenue	44,020	35,367	36,000
456165	New Customer Fees	50,235	73,059	100,000
490010	Transfer from General Fund	477,345	477,345	577,345
<b>Total</b>	<b>Solid Waste Management</b>	<b>2,037,375</b>	<b>1,551,102</b>	<b>2,576,540</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	113,971	109,535	109,535	110,220
500060	Overtime - Civilian	2,577	0	0	0
500110	Bilingual Pay - Civilian	10	0	0	0
501070	Pension - Civilian	26,652	27,778	27,778	30,157
501120	Termination Pay - Civilian	278	0	0	0
502010	FICA - Civilian	8,431	8,379	8,379	8,432
503010	Health Ins-Act Civilian	19,091	15,052	15,052	14,329
503015	Basic Life Insurance - Active Civilian	64	64	64	64
503060	Long Term Disability-Civilian	190	170	170	170
503090	Workers Compensation-Civilian-Admin	434	524	524	590
504030	Unemployment Claims - Administration	409	140	140	140
<b>Total</b>	<b>Personnel Services</b>	<b>172,107</b>	<b>161,642</b>	<b>161,642</b>	<b>164,102</b>
511040	Audiovisual Supplies	0	1,000	1,000	1,000
511110	Fuel	0	126,000	126,000	0
511120	Clothing	0	600	600	600
511150	Miscellaneous Parts & Supplies	4,147	6,000	6,000	6,000
<b>Total</b>	<b>Supplies</b>	<b>4,147</b>	<b>133,600</b>	<b>133,600</b>	<b>7,600</b>
520100	Temporary Personnel Services	4,374	55,000	55,000	55,000
520114	Miscellaneous Support Services	0	510	510	510
520121	IT Application Svcs	0	0	0	800
520123	Vehicle & Motor Equipment Services	0	81,411	81,411	81,411
520132	Contracts/Sponsorships	0	102,000	102,000	102,000
520520	Printing & Reproduction Services	0	25,500	25,500	25,500
520605	Advertising Services	0	100,000	100,000	100,000
521605	Data Services	0	0	0	727
521630	GIS Revolving Fund Services	229	649	649	228
522305	Freight Charges	0	31	31	31
522430	Misc Othr Svcs & Chrg	3,000	52,836	52,836	52,836
522721	Interfund HR Client Services	1,705	2,232	2,232	2,258
522722	KRONOS Service Chargeback	173	93	93	113
<b>Total</b>	<b>Other Services and Charges</b>	<b>9,481</b>	<b>420,262</b>	<b>420,262</b>	<b>421,414</b>
532120	Transfer to Fleet/Eq	851,941	2,460,932	2,460,932	2,771,604
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>851,941</b>	<b>2,460,932</b>	<b>2,460,932</b>	<b>2,771,604</b>
<b>Grand Total Expenditures</b>		<b>1,037,676</b>	<b>3,176,436</b>	<b>3,176,436</b>	<b>3,364,720</b>

## INTERNAL SERVICE FUNDS

Health Benefits.....	XI - 2
Long Term Disability .....	XI - 12

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name :** Health Benefits  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 9000 / 8000

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	30,089,107	30,089,107	<b>32,584,354</b>
Current Revenues	343,826,202	337,924,981	<b>337,511,858</b>
Total Available Resources	<u>373,915,309</u>	<u>368,014,088</u>	<u><b>370,096,212</b></u>
Maintenance and Operations	343,799,513	335,429,734	<b>346,609,041</b>
Total Expenditures	<u>343,799,513</u>	<u>335,429,734</u>	<u><b>346,609,041</b></u>
Planned Ending Fund Balance	<u>30,115,796</u>	<u>32,584,354</u>	<u><b>23,487,171</b></u>
Total Budget	<u><u>373,915,309</u></u>	<u><u>368,014,088</u></u>	<u><u><b>370,096,212</b></u></u>

Subsequent to a highly competitive proposal process, effective May 1, 2014, the City awarded CIGNA a three year contract with two one-year renewal options for administrative services only (ASO). The 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 five 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 is funded exclusively 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 the 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 no longer purchases individual and aggregate stop-loss coverage. With the change the City assumes the financial risk of catastrophic and overall claim liability. Enrollment distribution in the medical plans is predicted to be 75% in the limited network plan, 18% in the open access plan, and 7% 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. FY2016 DHMO rates will increase by 3% and Indemnity rates will increase by 5% from FY2015.

**Life Insurance**

Effective October 1, 2013, the City awarded a three year contract with two one-year renewal options to Dearborn National Life Insurance Company. Dearborn offered the most competitive proposal to improve benefits and reduced the basic life insurance premium rate by 2%. 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**

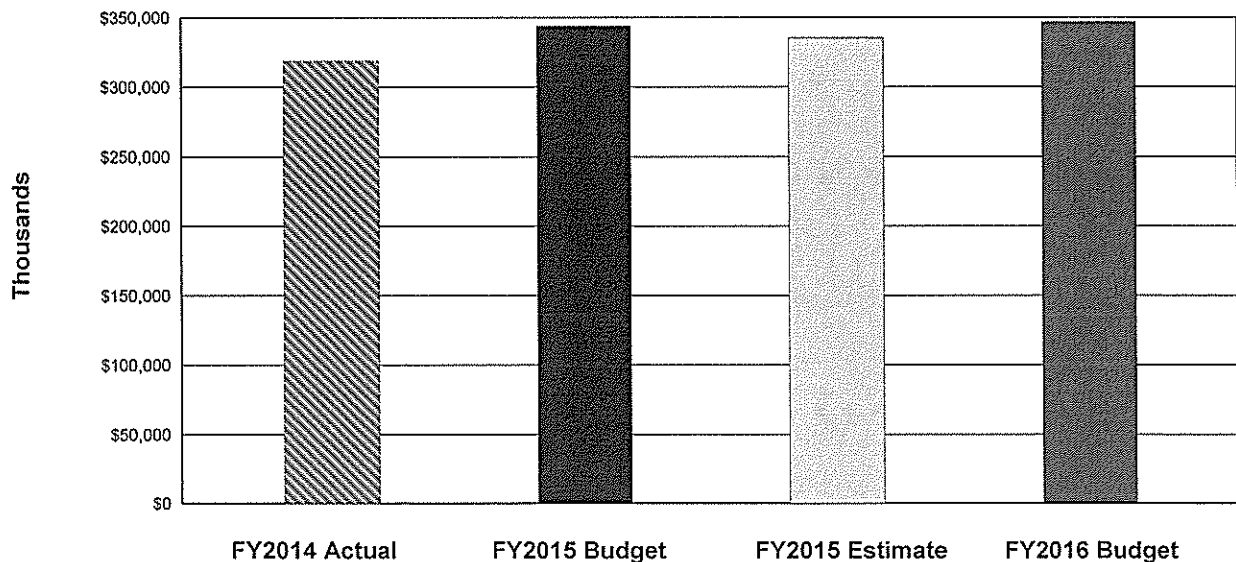
Effective May 1, 2013, the City awarded Superior Vision (formerly Block Vision) a three-year contract with two one-year options to provide vision services. The plan year is May through April. The vision plan is provided to city employees, certain retirees and their dependents, and is funded exclusively by participants. Limited vision coverage was previously available through CIGNA.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name : Health Benefits</b>					
<b>Business Area : Human Resources</b>					
<b>Fund No. /Bus. Area No. : 9000 / 8000</b>		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	4,130,454	4,893,029	4,640,183	5,043,780
	Supplies	80,266	129,348	125,848	129,348
	Other Services and Charges	314,753,764	338,752,602	330,639,169	341,421,062
	Non-Capital Equipment	26,678	24,534	24,534	14,851
	Total M & O Expenditures	318,991,162	343,799,513	335,429,734	346,609,041
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	318,991,162	343,799,513	335,429,734	346,609,041
Revenues		339,764,595	343,826,202	337,924,981	337,511,858
Staffing	Full-Time Equivalents - Civilian	45.4	52.6	52.6	52.1
	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	45.4	52.6	52.6	52.1
	Full-Time Equivalents - Overtime	1.0	0.1	0.1	0.0
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Increased expenditures in FY2016 are mainly driven by managing health care costs and wellness initiatives.				
	o The FY2016 Budget includes funding for additional staff to enhance self-insured accounting requirements, reporting and internal controls.				

**Health Benefits  
Human Resources  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

Fund Name : Health Benefits  
 Business Area : Human Resources  
 Fund No. /Bus. Area No. : 9000 / 8000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Facilitate Biometric Screenings	Q,F	N/A	N/A	N/A	5,000
Health Assessment Participation	Q,F	N/A	N/A	N/A	85%
Respond to Member Inquiries within 1 Work Day	J	N/A	95%	95%	95%
Wellness Milestone Completion	Q,F	N/A	N/A	N/A	85%
Expenditures Budget vs Actual Utilization	F	89%	98%	98%	98%
Revenues Budget vs Actual Utilization	F	95%	100%	98%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Health Benefits</b> <b>Business Area : Human Resources</b> <b>Fund No. /Bus Area No. : 9000 / 8000</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>HR - Benefits Administration 800012</b> Administer and analyze City sponsored benefits by utilizing a customer focused approach for employees, retirees, and their dependents. Creates a healthy culture throughout the City of Houston that positively affects employee productivity and morale, thereby leading to the City being an "employer of choice".	29.5	4,037,691	33.6	4,313,755	32.6	6,427,332
<b>HR - Employee Assistance Program 800013</b> 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.	3.1	533,757	3.0	618,373	2.8	601,757
<b>HR - Communications 800014</b> 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.	5.2	729,156	8.0	797,687	7.4	778,143
<b>HR - Benefits Financial/Reporting 800015</b> Assist in the design, maintenance and interpretation of management reports on operational and financial matters. Prepare the budget and monitor the various benefit plans' financial impact.	7.6	313,690,558	8.0	329,699,919	9.3	338,801,809
<b>Total</b>	<b>45.4</b>	<b>318,991,162</b>	<b>52.6</b>	<b>335,429,734</b>	<b>52.1</b>	<b>346,609,041</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Health Benefits  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 9000 / 8000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	2.0	2.0	0.0
ADMINISTRATIVE ASSISTANT	17	5.0	4.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	3.8	4.0	0.2
ADMINISTRATIVE SPECIALIST	20	2.0	3.0	1.0
ADMINISTRATIVE SUPERVISOR	22	2.0	2.0	0.0
ASSIST. DIRECTOR-HR (EXEC)	32	1.0	1.0	0.0
COMMUNICATIONS SPECIALIST	15	1.0	1.0	0.0
COMMUNICATIONS SPECIALIST SUPERVISOR	23	1.0	1.0	0.0
CUSTOMER SERVICE CLERK	10	2.0	2.0	0.0
CUSTOMER SERVICE REP. I	13	1.0	1.0	0.0
CUSTOMER SERVICE REP. II	15	2.0	2.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	0.0	1.0	1.0
DEPUTY DIRECTOR (EXEC)	34	1.0	1.0	0.0
DIVISION MANAGER	29	2.0	1.0	(1.0)
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	0.0
FINANCIAL ANALYST III	21	1.0	1.0	0.0
FINANCIAL ANALYST IV	25	1.8	3.0	1.2
GRAPHIC DESIGNER	17	1.0	1.0	0.0
HUMAN RESOURCES ASSISTANT	13	4.0	3.0	(1.0)
HUMAN RESOURCES SPECIALIST	17	1.0	2.0	1.0
HUMAN RESOURCES SUPERVISOR	24	2.0	2.0	0.0
MANAGEMENT INTERN	11	0.8	0.0	(0.8)
SENIOR COMMUNICATIONS SPECIALIST	20	4.0	4.0	0.0
SENIOR CONTRACT COMPLIANCE OFFICER	18	0.0	1.0	1.0
SENIOR COUNSELOR	22	2.0	2.0	0.0
SENIOR PUBLIC HEALTH EDUCATOR	18	1.0	3.0	2.0
SENIOR STAFF ANALYST	28	3.0	2.0	(1.0)
SENIOR TRAINER	21	2.0	0.0	(2.0)
STAFF ANALYST	26	2.0	3.0	1.0
SYSTEMS ACCOUNTANT III	27	2.0	2.0	0.0
<b>Total FTEs</b>		<b>54.4</b>	<b>56.0</b>	<b>1.6</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>1.8</b>	<b>3.9</b>	<b>2.1</b>
<b>Full-Time Equivalents</b>		<b>52.6</b>	<b>52.1</b>	<b>(0.5)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

<b>Fund Name</b>	:	<b>Health Benefits</b>			
<b>Business Area</b>	:	<b>Human Resources</b>			
<b>Fund No./Bus. Area No.</b>	:	<b>9000 / 8000</b>			
<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>	
<b>8000120001</b>	<b>Strategic Benefits Operations</b>				
432010	Interest on Pooled Investments	405,000	405,000	425,000	
452030	Miscellaneous Revenue	0	389,559	0	
<b>8000120004</b>	<b>Wellness</b>				
429110	Active Employee Health Surcharge	0	0	1,672,800	
452030	Miscellaneous Revenue	0	5,000	0	
<b>8000150001</b>	<b>Benefits Financial/ Reporting</b>				
426330	Miscellaneous Copies Fees	0	11	0	
<b>8000150003</b>	<b>Texan Plus (SelectCare of Texas)</b>				
429030	Retirees - City Insurance Contribution	1,408,190	1,325,687	1,112,119	
429080	Retirees Insurance Contribution	425,590	347,633	334,152	
<b>8000150004</b>	<b>Texas HealthSprings</b>				
429030	Retirees - City Insurance Contribution	893,905	841,754	1,190,140	
429080	Retirees Insurance Contribution	236,128	267,975	349,272	
<b>8000150005</b>	<b>Retiree Plan A</b>				
429080	Retirees Insurance Contribution	1,936	1,936	1,632	
<b>8000150009</b>	<b>Dental DHMO</b>				
429040	Active Employees-Insurance Contribution	2,621,477	2,476,388	2,596,011	
429080	Retirees Insurance Contribution	575,641	561,926	585,241	
<b>8000150010</b>	<b>Dental Indemnity</b>				
429040	Active Employees-Insurance Contribution	5,145,111	5,266,603	5,578,229	
429080	Retirees Insurance Contribution	1,935,823	1,945,934	2,073,145	
<b>8000150011</b>	<b>Dependent Care Reimbursement</b>				
429050	Active Employees Dependent Care	265,000	315,000	325,000	
<b>8000150012</b>	<b>Health Flexible Spending Account</b>				
429055	Active Employees-Health Flex Account	2,950,000	3,275,000	3,500,000	
434505	Prior Year Expenditure Recovery	0	22,405	0	
<b>8000150013</b>	<b>Employee Basic Life</b>				
429020	Active Employees-City Insurance Contrib.	722,236	674,743	720,969	
<b>8000150014</b>	<b>Active Employee Voluntary Life</b>				
429040	Active Employees-Insurance Contribution	5,023,736	4,940,839	5,230,478	
<b>8000150015</b>	<b>Retiree Voluntary Life \$5,000</b>				
429080	Retirees Insurance Contribution	61,950	77,149	82,515	
<b>8000150017</b>	<b>Kelsey HMO</b>				
429030	Retirees - City Insurance Contribution	4,263,194	4,977,364	5,908,870	
429080	Retirees Insurance Contribution	1,264,423	1,489,192	1,793,520	
<b>8000150019</b>	<b>Kelsey POS (Point-of-Service)</b>				
429030	Retirees - City Insurance Contribution	945,684	549,868	0	
429080	Retirees Insurance Contribution	293,954	141,149	0	
<b>8000150020</b>	<b>UHC Medicare</b>				
429030	Retirees - City Insurance Contribution	6,090,471	6,519,058	6,798,378	
429080	Retirees Insurance Contribution	1,930,204	1,884,865	2,167,788	
<b>8000150021</b>	<b>AETNA ESA PPO</b>				
429030	Retirees - City Insurance Contribution	5,833,527	5,787,819	5,451,054	
429080	Retirees Insurance Contribution	1,864,619	1,700,255	1,754,598	
<b>8000150022</b>	<b>CIGNA Kelseycare - EPO Limited</b>				
424110	Other Interfund Services	0	(9,057,735)	0	
429020	Active Employees-City Insurance Contrib.	158,548,482	160,620,110	150,952,643	



**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Health Benefits  
 Business Area : Human Resources  
 Fund No./Bus. Area No. : 9000 / 8000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
429030	Retirees - City Insurance Contribution	15,148,152	15,104,058	12,832,034
429040	Active Employees-Insurance Contribution	31,068,803	31,118,728	32,416,558
429060	Active Employees-LWOP Contribution	0	49,575	0
429070	Cobra Contributions	0	105,746	0
429080	Retirees Insurance Contribution	17,504,667	16,211,685	17,669,778
429110	Active Employee Health Surcharge	0	630,778	0
<b>8000150023</b>	<b>CIGNA Open Access Plan - EPO Full</b>			
429020	Active Employees-City Insurance Contrib.	34,106,630	34,018,942	31,498,414
429030	Retirees - City Insurance Contribution	2,229,490	1,906,453	1,488,473
429040	Active Employees-Insurance Contribution	10,319,664	10,104,289	10,528,679
429060	Active Employees-LWOP Contribution	0	15,266	0
429070	Cobra Contributions	0	18,062	0
429080	Retirees Insurance Contribution	5,223,191	4,054,252	4,475,096
429110	Active Employee Health Surcharge	0	233,088	0
<b>8000150024</b>	<b>CIGNA Consumer Driven Health Plan</b>			
429020	Active Employees-City Insurance Contrib.	14,045,992	15,854,449	15,019,920
429030	Retirees - City Insurance Contribution	2,632,980	2,773,425	2,443,314
429040	Active Employees-Insurance Contribution	1,559,335	1,735,083	1,820,253
429060	Active Employees-LWOP Contribution	0	4,502	0
429070	Cobra Contributions	0	3,305	0
429080	Retirees Insurance Contribution	2,514,142	2,429,916	2,717,805
429110	Active Employee Health Surcharge	0	70,950	0
<b>8000150025</b>	<b>CIGNA - Out of Area</b>			
429030	Retirees - City Insurance Contribution	338,087	388,602	287,251
429080	Retirees Insurance Contribution	1,065,756	947,552	1,042,855
<b>8000150035</b>	<b>HR - Vision</b>			
429040	Active Employees-Insurance Contribution	2,169,250	2,132,767	2,389,161
429080	Retirees Insurance Contribution	193,782	261,021	278,713
<b>Total Human Resources</b>		<b>343,826,202</b>	<b>337,924,981</b>	<b>337,511,858</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Health Benefits  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 9000 / 8000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	2,770,029	3,289,380	3,070,609	3,310,431
500030	Salary Part Time - Civilian	16,121	0	37,374	42,224
500060	Overtime - Civilian	49,229	0	15,149	0
500110	Bilingual Pay - Civilian	3,633	3,615	4,590	4,524
501050	Employee Awards	4,160	0	0	0
501070	Pension - Civilian	633,845	834,188	780,147	905,733
501120	Termination Pay - Civilian	18,678	0	12,648	0
502010	FICA - Civilian	202,945	250,451	226,458	253,311
503010	Health Ins-Act Civilian	376,918	465,993	441,088	483,188
503015	Basic Life Insurance - Active Civilian	1,577	1,909	1,762	1,930
503050	Health/Life Insurance - Retiree Civilian	23,518	27,259	24,635	21,076
503060	Long Term Disability-Civilian	3,831	4,562	4,159	4,345
503090	Workers Compensation-Civilian-Admin	9,774	14,062	13,388	15,392
503100	Workers Compensation-Civilian-Claim	1,909	0	296	296
504030	Unemployment Claims - Administration	14,287	1,610	7,880	1,330
<b>Total</b>	<b>Personnel Services</b>	<b>4,130,454</b>	<b>4,893,029</b>	<b>4,640,183</b>	<b>5,043,780</b>
511020	Construction Materials	2,296	0	0	0
511045	Computer Supplies	1,537	9,800	8,800	9,800
511050	Paper & Printing Supplies	14,627	22,900	22,400	22,900
511055	Publications & Printed Materials	896	19,748	19,748	19,748
511060	Postage	7,327	28,300	28,300	28,300
511070	Miscellaneous Office Supplies	33,934	34,000	33,000	34,000
511125	Food Supplies	5,491	0	0	0
511150	Miscellaneous Parts & Supplies	14,158	14,600	13,600	14,600
<b>Total</b>	<b>Supplies</b>	<b>80,266</b>	<b>129,348</b>	<b>125,848</b>	<b>129,348</b>
520100	Temporary Personnel Services	89,040	99,100	226,573	87,000
520108	Information Resource Services	0	3,000	3,000	3,000
520109	Medical Dental & Laboratory Services	285	150	150	150
520110	Management Consulting Services	762,007	602,578	602,578	713,500
520114	Miscellaneous Support Services	62,681	133,000	133,000	133,000
520115	Real Estate Lease/Office Rental	158,460	168,210	168,210	168,210
520119	Computer Eq/SW Mnt	36,201	313,100	63,600	321,399
520121	IT Application Svcs	59,500	52,339	56,531	55,991
520122	Office Equipment Services	0	1,500	1,500	1,500
520126	Construction Site Work Services	36,203	0	0	0
520510	Mail/Delivery Services	0	1,500	1,500	1,500
520515	Print Shop Services	125,474	113,300	122,300	113,774
520520	Printing & Reproduction Services	13,504	3,900	3,900	3,900
520605	Advertising Services	2,242	5,000	5,000	5,000
520705	Insurance Fees	652,866	722,704	675,211	721,437
520765	Membership & Professional Fees	11,598	13,486	13,486	23,639
520771	Cigna - Active Ins Administration Fees	7,664,759	7,270,256	7,420,483	7,555,466
520772	Cigna - Reti <65 Ins Administration Fees	1,545,106	1,481,821	1,435,726	1,474,739
520773	Cigna - Reti >65 No Med Ins Admin Fees	17,889	19,965	14,431	18,223
520774	Cigna - Reti >65 with Med Ins Admin Fees	16,681	22,072	13,240	19,597
520805	Education & Training	34,730	48,946	43,946	55,482
520905	Travel - Training Related	13,615	25,350	25,350	55,260

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Health Benefits  
 Business Area : Human Resources  
 Fund No./Bus. Area No. : 9000 / 8000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520910	Travel - Non-Training Related	11,250	8,500	8,500	8,500
521605	Data Services	7,025	4,233	4,233	15,853
521610	Voice Services	34,284	58,043	58,043	51,275
521620	Voice Equipment	6,257	1,132	1,132	340
521625	Voice Labor	2,415	1,435	1,435	2,211
521630	GIS Revolving Fund Services	2,011	2,768	2,748	2,933
521635	Voice Services -Wireless	9,262	7,871	7,871	9,134
521715	Office Equipment Rental	12,704	11,936	11,936	11,936
521730	Parking Space Rental	16,115	16,572	16,572	17,372
521735	Hobby Parking Space Rental	19,350	9,700	9,700	16,000
521905	Legal Services	226	5,000	5,000	5,000
522205	Metro Commuter Passes	17,954	19,000	19,000	19,000
522430	Misc Othr Svcs & Chrg	258,998	266,995	266,495	266,995
522445	Wellness Initiative	285,458	420,000	420,000	1,920,000
522505	Employee Premiums	10,003,889	10,407,986	10,663,606	11,444,639
522510	Retiree Premiums	20,958,782	24,314,674	23,596,204	25,769,359
522535	Cigna - Retiree>65 with Medi Hlth Care Acct	398	8,359	1,729	7,217
522536	Cigna - Retiree<65 Health Care Acct	139,572	405,775	419,626	388,757
522537	Cigna - Active Health Care Account	442,951	1,249,918	1,124,489	1,307,842
522538	Cigna - Retiree>65 No Medi Hlth Care Acct	4,930	5,520	4,571	5,717
522605	Active Employee Incurred Claims	7,658,666	7,766,588	7,742,991	8,174,240
522610	Retiree Insurred Claims	2,406,149	2,511,464	2,507,860	2,658,386
522615	Retiree "A" Medical Claims	0	1,632	1,632	1,632
522625	Cigna - Active Medical Claims Expense	222,813,034	238,307,766	234,193,468	238,024,177
522630	Cigna - Retiree<65 Medical Claims Expense	37,221,087	40,204,050	37,596,170	38,349,448
522635	Cigna - Retiree>65 No Med Medical Claims E	812,268	1,113,118	680,895	955,876
522640	Cigna - Retiree>65 with Med Medical Claims	302,287	517,761	240,043	450,761
522721	Interfund HR Client Services	0	777	777	1,482
522722	KRONOS Service Chargeback	1,939	2,252	2,228	2,713
522730	Interfund Engineering Services	1,662	0	0	0
522780	Interfund Photo Copy Services	0	500	500	500
<b>Total</b>	<b>Other Services and Charges</b>	<b>314,753,764</b>	<b>338,752,602</b>	<b>330,639,169</b>	<b>341,421,062</b>
551010	Non-Cap Office Furniture & Equipment	4,859	8,000	8,000	8,000
551015	Non-Capital Computer Equipment	4,097	13,849	13,849	4,666
551020	Non-Capital Communication Equipment	0	1,500	1,500	1,000
551040	Non-Capital Other	17,722	1,185	1,185	1,185
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>26,678</b>	<b>24,534</b>	<b>24,534</b>	<b>14,851</b>
<b>Grand Total Expenditures</b>		<b>318,991,162</b>	<b>343,799,513</b>	<b>335,429,734</b>	<b>346,609,041</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name** : Long Term Disability  
**Business Area** : Human Resources  
**Fund No./Bus. Area No.** : 9001 / 8000

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	1,456,615	1,456,615	1,294,523
Current Revenues	1,331,529	1,341,327 ✓	1,344,348
Total Available Resources	<u>2,788,144</u>	<u>2,797,942</u>	<u>2,638,871</u>
Maintenance and Operations	1,551,419	1,503,419 ✓	1,666,510
Total Expenditures	<u>1,551,419</u>	<u>1,503,419</u>	<u>1,666,510</u>
Planned Ending Fund Balance	<u>1,236,725</u>	<u>1,294,523</u>	<u>972,361</u>
Total Budget	<u><u>2,788,144</u></u>	<u><u>2,797,942</u></u>	<u><u>2,638,871</u></u>

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 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 accounts 503060-Long Term Disability Civilian and/or 503061-Long Term Disability Classified). These premium charges cover the actuarially-determined contributions as discussed above plus an amount for third-party administrative fees.

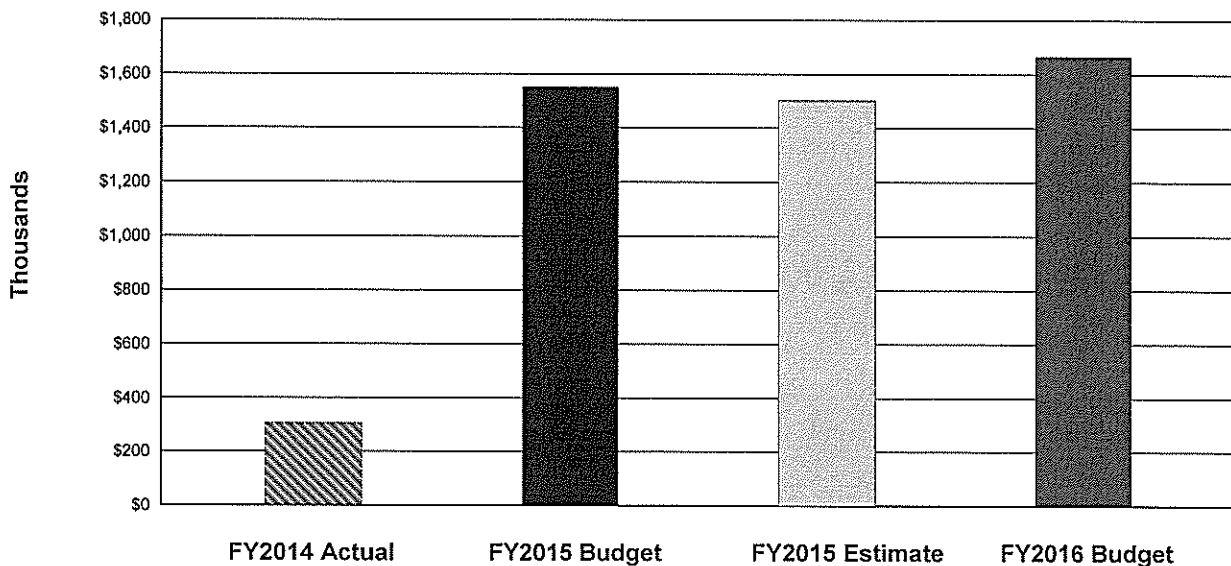
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Long Term Disability  
**Business Area** : Human Resources  
**Fund No. /Bus. Area No.** : 9001 / 8000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Other Services and Charges	306,396	1,551,419	1,503,419	1,666,510
	Total M & O Expenditures	306,396	1,551,419	1,503,419	1,666,510
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	306,396	1,551,419	1,503,419	1,666,510
<b>Revenues</b>		1,320,365	1,331,529	1,341,327	1,344,348
<b>Staffing</b>	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
<b>Significant Budget Changes and Highlights</b>	o The FY2016 Budget continues funding on a full accrual basis supported by actuarial valuation and includes benefits for eligible employees in the LTD program.				
	o The FY2016 contributions from City departments are based on FY2015 contribution rate of \$7.06/month per eligible employee. The FY2016 average eligible employee base is estimated at 15,095 employees.				

**Long Term Disability  
Human Resources  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Long Term Disability Business Area : Human Resources Fund No. /Bus Area No. : 9001 / 8000						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Benefits Administration</b> 800012 Processes long term disability claims for eligible employees. The claim costs are actuarially determined.	0.0	306,396	0.0	1,503,419	0.0	1,666,510
<b>Total</b>	<b>0.0</b>	<b>306,396</b>	<b>0.0</b>	<b>1,503,419</b>	<b>0.0</b>	<b>1,666,510</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : Long Term Disability  
Business Area : Human Resources  
Fund No./Bus. Area No. : 9001 / 8000

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
8000120001	Strategic Benefits Operations			
429010	Interfund Billing - Long Term Disability	1,269,529	1,276,327	1,278,848
432010	Interest on Pooled Investments	62,000	65,000	65,500
Total	Human Resources	<u>1,331,529</u>	<u>1,341,327</u>	<u>1,344,348</u>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Long Term Disability  
 Business Area : Human Resources  
 Fund No./Bus. Area No. : 9001 / 8000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520104	Claims Payment Services	110,545	165,000	165,000	170,000
520110	Management Consulting Services	22,000	70,000	22,000	114,270
522605	Active Employee Incurred Claims	173,851	1,316,419	1,316,419	1,382,240
<b>Total</b>	<b>Other Services and Charges</b>	<b>306,396</b>	<b>1,551,419</b>	<b>1,503,419</b>	<b>1,666,510</b>
<b>Grand Total Expenditures</b>		<b>306,396</b>	<b>1,551,419</b>	<b>1,503,419</b>	<b>1,666,510</b>

## SERVICE CHARGEBACK FUNDS

In-House Renovation .....	XII - 2
Fleet Management .....	XII - 10
Property and Casualty .....	XII - 30
Workers' Compensation .....	XII - 44
Central Services .....	XII - 58
Project Cost Recovery .....	XII - 96

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name :** In-House Renovation  
**Business Area :** General Services  
**Fund No./Bus. Area No. :** 1003 / 2500

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	21,161	21,161	21,161
Current Revenues	5,342,394	5,136,787	5,100,235
Total Available Resources	5,363,555	5,157,948	5,121,396
Maintenance and Operations	5,342,394	5,136,787	5,100,235
Total Expenditures	5,342,394	5,136,787	5,100,235
Planned Ending Fund Balance	21,161	21,161	21,161
Total Budget	5,363,555	5,157,948	5,121,396

**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 substations 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 FY2016 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, are to be maintained at a quality standard that meets code and provides for operational efficiency.

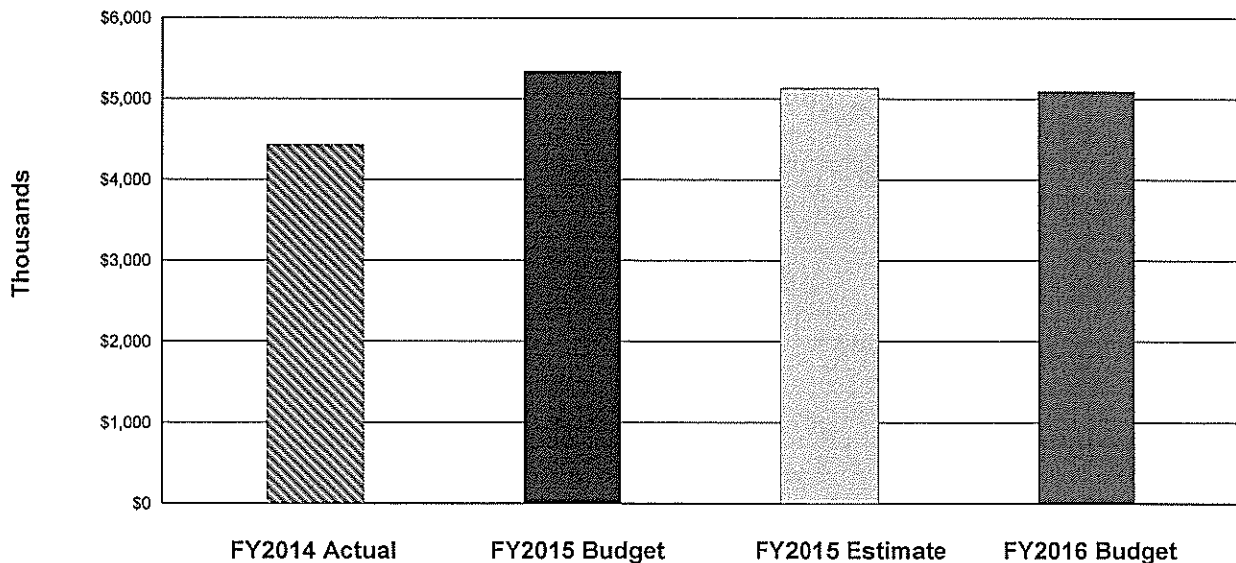
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : In-House Renovation  
 Business Area : General Services  
 Fund No. /Bus. Area No. : 1003 / 2500

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	2,184,390	2,356,548	2,182,439	2,379,884
	Supplies	653,959	779,095	698,172	752,047
	Other Services and Charges	1,594,178	2,206,751	2,256,176	1,968,304
	Total M & O Expenditures	4,432,527	5,342,394	5,136,787	5,100,235
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	4,432,527	5,342,394	5,136,787	5,100,235
Revenues		4,432,527	5,342,394	5,136,787	5,100,235
Staffing	Full-Time Equivalents - Civilian	30.0	30.0	28.6	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	30.0	30.0	28.6	30.0
	Full-Time Equivalents - Overtime	0.0	0.3	0.1	0.4
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution. o Complete full renovation of Fire Station 68. o Address priority 1 and priority 2 needs for HFD and HPD from the Facility Assessment Report.				

**In-House Renovation  
General Services  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : In-House Renovation  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 1003 / 2500

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Build-Out Projects and Facility Improvements/Repairs	I	46	35	53	45
Facility Condition Assessment (FCA) Repairs	I	22	31	31	3
Expenditures Budget vs Actual Utilization	F	76%	100%	96%	100%
Revenues Budget vs Actual Utilization	F	76%	100%	96%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : In-House Renovation						
Business Area : General Services						
Fund No. /Bus Area No. : 1003 / 2500						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
GSD - In-House Renovation 250005 In-house staff performs 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.	30.0	4,432,527	28.6	5,136,787	30.0	5,100,235
Total	30.0	4,432,527	28.6	5,136,787	30.0	5,100,235

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

Fund Name : In-House Renovation  
 Business Area : General Services  
 Fund No./Bus. Area No. : 1003 / 2500

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
CARPENTER LEADER	19	3.0	3.0	0.0
CHIEF STATIONARY ENGINEER	19	1.0	1.0	0.0
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	0.0
ELECTRICAL SUPERVISOR	24	1.0	1.0	0.0
ELECTRICIAN	18	4.0	4.0	0.0
MAINTENANCE MECHANIC III	14	14.0	14.0	0.0
MAINTENANCE SUPERVISOR	16	2.0	2.0	0.0
MANAGEMENT ANALYST I	15	1.0	1.0	0.0
PLUMBER	14	1.0	1.0	0.0
PLUMBER LEADER	18	1.0	1.0	0.0
SUPERINTENDENT	24	1.0	1.0	0.0
<b>Total FTEs</b>		<b>30.0</b>	<b>30.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>30.0</b>	<b>30.0</b>	<b>0.0</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

Fund Name : In-House Renovation  
Business Area : General Services  
Fund No./Bus. Area No. : 1003 / 2500

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
2500050001	GSD - In-House Renovation			
425100	Indirect Cost Recovery-Other	191,464	955,070	281,275
452020	Recoveries & Refunds	5,150,930	4,181,717	4,818,960
Total	General Services	<u>5,342,394</u>	<u>5,136,787</u>	<u>5,100,235</u>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : In-House Renovation  
 Business Area : General Services  
 Fund No./Bus. Area No. : 1003 / 2500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	1,326,049	1,423,942	1,323,527	1,419,894
500060	Overtime - Civilian	1,559	7,500	7,500	30,000
500090	Premium Pay - Civilian	2,647	2,500	2,499	2,800
501070	Pension - Civilian	309,363	361,140	338,074	388,483
501120	Termination Pay - Civilian	0	113	113	2,822
502010	FICA - Civilian	93,745	109,704	94,045	111,132
503010	Health Ins-Act Civilian	376,019	389,295	355,556	348,763
503015	Basic Life Insurance - Active Civilian	786	827	1,097	821
503050	Health/Life Insurance - Retiree Civilian	8,534	14,000	14,000	8,957
503060	Long Term Disability-Civilian	2,499	2,550	2,426	2,550
503090	Workers Compensation-Civilian-Admin	6,126	7,860	7,535	8,850
503100	Workers Compensation-Civilian-Claim	57,063	36,067	36,067	36,189
504020	Compensation Contingency	0	0	0	17,573
504030	Unemployment Claims - Administration	0	1,050	0	1,050
<b>Total</b>	<b>Personnel Services</b>	<b>2,184,390</b>	<b>2,356,548</b>	<b>2,182,439</b>	<b>2,379,884</b>
511020	Construction Materials	278,923	310,917	310,917	371,887
511025	Electrical Hardware & Parts	157,785	194,432	159,130	138,130
511030	Mechanical Hardware & Parts	29,542	60,976	53,754	35,000
511035	Meters Hydrants & Plumbing Supplies	98,248	87,535	78,667	92,891
511045	Computer Supplies	773	500	500	662
511050	Paper & Printing Supplies	1,254	1,000	1,000	1,000
511070	Miscellaneous Office Supplies	7,343	7,840	7,840	7,840
511110	Fuel	0	0	0	557
511120	Clothing	(576)	13,561	13,561	1,746
511145	Small Tools & Minor Equipment	22,909	27,000	9,976	27,000
511150	Miscellaneous Parts & Supplies	57,758	75,334	62,827	75,334
<b>Total</b>	<b>Supplies</b>	<b>653,959</b>	<b>779,095</b>	<b>698,172</b>	<b>752,047</b>
520100	Temporary Personnel Services	12,397	20,000	20,000	20,000
520101	Janitorial Services	0	7,840	7,840	3,000
520106	Architectural Services	38,589	125,440	125,440	72,799
520109	Medical Dental & Laboratory Services	0	157	157	157
520112	Banking Services	390	400	400	400
520118	Refuse Disposal	0	2,840	2,840	2,400
520120	Communications Equipment Services	41,818	101,360	86,028	58,248
520121	IT Application Svcs	0	8,685	8,685	10,128
520123	Vehicle & Motor Equipment Services	1,802	31,360	31,360	3,800
520124	Other Equipment Services	918	3,136	3,136	2,000
520126	Construction Site Work Services	40,854	612,720	669,958	238,330
520127	Structural Construction Work Services	268,280	293,734	293,734	293,734
520128	Other Construction Work Services	119,414	120,864	170,864	120,864
520141	Engineering Services	72,130	104,691	104,691	75,915
520520	Printing & Reproduction Services	10,610	15,488	15,488	8,604
520605	Advertising Services	831	0	0	0
520765	Membership & Professional Fees	481	1,568	1,568	1,000
520805	Education & Training	24	1,470	1,470	735
521405	Building Maintenance Services	904,189	579,118	536,637	898,620
521415	Land and Grounds Maintenance	655	6,272	6,272	312

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : In-House Renovation  
 Business Area : General Services  
 Fund No./Bus. Area No. : 1003 / 2500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521605	Data Services	0	2,612	2,612	9,345
521610	Voice Services	25	52	52	45
521620	Voice Equipment	4,508	13,846	13,846	4,163
521625	Voice Labor	0	17,554	17,554	27,057
521630	GIS Revolving Fund Services	1,209	1,668	1,668	1,638
521635	Voice Services -Wireless	0	1,341	1,341	2,929
521705	Vehicle/Equipment Rental/Lease	2,621	7,326	7,326	4,326
521715	Office Equipment Rental	369	0	0	0
521725	Other Rental	19,911	38,976	38,976	35,000
522405	Management Savings	(79)	0	0	0
522430	Misc Othr Svcs & Chrg	29,285	51,360	51,360	38,302
522721	Interfund HR Client Services	21,655	33,480	33,480	32,757
522722	KRONOS Service Chargeback	1,292	1,393	1,393	1,696
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,594,178</b>	<b>2,206,751</b>	<b>2,256,176</b>	<b>1,968,304</b>
<b>Grand Total Expenditures</b>		<b>4,432,527</b>	<b>5,342,394</b>	<b>5,136,787</b>	<b>5,100,235</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name :** Fleet Management Fund  
**Fund No./Bus. Area No. :** 1005 / 6400 / 6700

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	98,105,474	95,477,456	98,488,493
<b>Total Available Resources</b>	<u>98,105,474</u>	<u>95,477,456</u>	<u>98,488,493</u>
Maintenance and Operations	98,105,474	95,477,456	98,488,493
Debt Services	0	0	0
<b>Total Expenditures</b>	<u>98,105,474</u>	<u>95,477,456</u>	<u>98,488,493</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Budget</b>	<u><u>98,105,474</u></u>	<u><u>95,477,456</u></u>	<u><u>98,488,493</u></u>
<b><u>Fund Balance Distribution</u></b>			
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 FY2015 Budget, FY2015 Estimate And the FY2016 Budget for the Fleet Management Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Fleet Management Fund commencing in FY2015, will consist of two departments: Fleet Management and Finance. The overall goal of these departments is to improve the efficiency and administration of Fleet Management.

The Fleet Management 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.

In January 2014, Public Works & Engineering Fleet operations was consolidated with FMD.

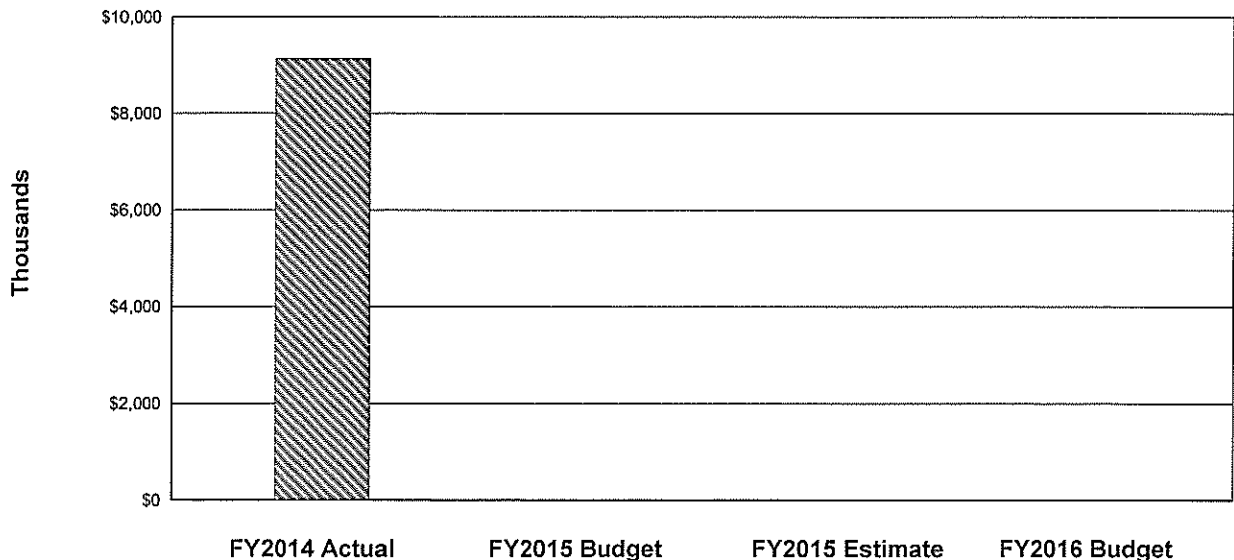
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Fleet Management Fund  
**Business Area** : Public Works & Engineering  
**Fund No. /Bus. Area No.** : 1005 / 2000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	3,199,865	0	0	0
	Supplies	3,388,526	0	0	0
	Other Services and Charges	2,418,713	0	0	0
	Equipment	133,564	0	0	0
	Total M & O Expenditures	9,140,668	0	0	0
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	9,140,668	0	0	0
Revenues		9,140,668	0	0	0
Staffing	Full-Time Equivalents - Civilian	42.6	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	42.6	0.0	0.0	0.0
	Full-Time Equivalents - Overtime	1.8	0.0	0.0	0.0
Significant Budget Changes and Highlights	o In January 2014, Public Works and Engineering (PWE) Fleet Management Operations was consolidated with Fleet Management Department (FMD).				

**Fleet Management Fund  
Public Works & Engineering  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

Division Summary							
<b>Fund Name : Fleet Management Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 1005 / 2000</b>							
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Street and Drainage Division 200001</b> Delivered high quality services, in a safe and timely manner, that provided for excellent maintenance of PW&E's and other City Departments' vehicles and equipment. In FY2015 PWE Fleet Mangement Operations was consolidated with FMD.	42.6	9,140,668	0.0	0	0.0	0	
<b>Total</b>	<b>42.6</b>	<b>9,140,668</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Fleet Management Fund  
 Business Area : Public Works & Engineering  
 Fund No./Bus. Area No. : 1005 / 2000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	1,915,645	0	0	0
500060	Overtime - Civilian	122,414	0	0	0
501070	Pension - Civilian	447,366	0	0	0
501120	Termination Pay - Civilian	481	0	0	0
502010	FICA - Civilian	149,947	0	0	0
503010	Health Ins-Act Civilian	463,849	0	0	0
503015	Basic Life Insurance - Active Civilian	1,174	0	0	0
503050	Health/Life Insurance - Retiree Civilian	80,131	0	0	0
503060	Long Term Disability-Civilian	3,431	0	0	0
503090	Workers Compensation-Civilian-Admin	8,987	0	0	0
503100	Workers Compensation-Civilian-Claim	6,440	0	0	0
<b>Total</b>	<b>Personnel Services</b>	<b>3,199,865</b>	<b>0</b>	<b>0</b>	<b>0</b>
511010	Chemical Gases & Special Fluids	500	0	0	0
511015	Cleaning & Sanitary Supplies	4,113	0	0	0
511020	Construction Materials	82	0	0	0
511025	Electrical Hardware & Parts	28	0	0	0
511045	Computer Supplies	1,320	0	0	0
511050	Paper & Printing Supplies	904	0	0	0
511070	Miscellaneous Office Supplies	3,444	0	0	0
511090	Medical & Surgical Supplies	1,006	0	0	0
511110	Fuel	22,664	0	0	0
511115	Vehicle Repair & Maintenance Supplies	3,309,896	0	0	0
511120	Clothing	12,727	0	0	0
511125	Food Supplies	209	0	0	0
511145	Small Tools & Minor Equipment	15,048	0	0	0
511150	Miscellaneous Parts & Supplies	16,585	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>3,388,526</b>	<b>0</b>	<b>0</b>	<b>0</b>
520100	Temporary Personnel Services	238,737	0	0	0
520101	Janitorial Services	39,945	0	0	0
520109	Medical Dental & Laboratory Services	2,030	0	0	0
520115	Real Estate Lease/Office Rental	14,440	0	0	0
520118	Refuse Disposal	55,861	0	0	0
520121	IT Application Svcs	21,664	0	0	0
520123	Vehicle & Motor Equipment Services	1,541,203	0	0	0
520124	Other Equipment Services	6,829	0	0	0
520765	Membership & Professional Fees	6,040	0	0	0
520805	Education & Training	968	0	0	0
521306	Indirect Cost -PWE	287,600	0	0	0
521405	Building Maintenance Services	60,224	0	0	0
521410	Sewer Services	3,236	0	0	0
521415	Land and Grounds Maintenance	4,670	0	0	0
521505	Electricity	59,549	0	0	0
521510	Natural Gas	297	0	0	0
521605	Data Services	22,139	0	0	0
521610	Voice Services	1,379	0	0	0
521620	Voice Equipment	461	0	0	0
521625	Voice Labor	3,155	0	0	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Fleet Management Fund  
 Business Area : Public Works & Engineering  
 Fund No./Bus. Area No. : 1005 / 2000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521635	Voice Services -Wireless	7,443	0	0	0
521715	Office Equipment Rental	6,921	0	0	0
522205	Metro Commuter Passes	588	0	0	0
522430	Misc Othr Svcs & Chrg	631	0	0	0
522721	Interfund HR Client Services	25,361	0	0	0
522722	KRONOS Service Chargeback	1,605	0	0	0
522795	Other Interfund Services	5,737	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>2,418,713</b>	<b>0</b>	<b>0</b>	<b>0</b>
560220	Vehicles	133,564	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>133,564</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>9,140,668</b>	<b>0</b>	<b>0</b>	<b>0</b>

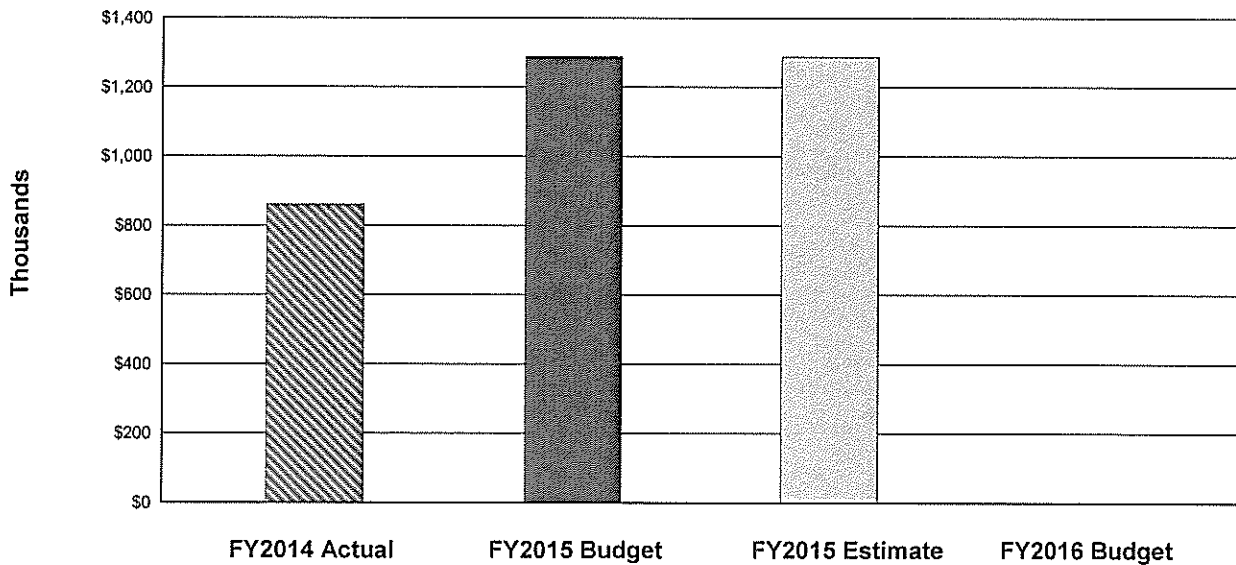
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Fleet Management Fund  
**Business Area** : Finance Department  
**Fund No. /Bus. Area No.** : 1005 / 6400

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	740,633	1,178,943	1,178,943	0
	Supplies	439	15,442	15,442	0
	Other Services and Charges	119,354	92,019	92,019	0
	Equipment	0	1,465	1,465	0
	Total M & O Expenditures	860,426	1,287,869	1,287,869	0
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	860,426	1,287,869	1,287,869	0
<b>Revenues</b>		860,426	1,287,869	1,287,869	0
<b>Staffing</b>	Full-Time Equivalents - Civilian	7.1	12.2	12.2	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	7.1	12.2	12.2	0.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
<b>Significant Budget Changes and Highlights</b>	o In FY2016, fleet management support will be reported in the Central Service Revolving Fund (Fund 1002).				

**Fleet Management Fund  
Finance Department  
Expenditure Summary**





**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Fleet Management Fund</b> <b>Business Area : Finance Department</b> <b>Fund No. /Bus Area No. : 1005 / 6400</b>							
<b>Division Description</b>	<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Treasury and Capital Management 640003</b> 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. The division also coordinates and oversees the City's Capital Improvement Projects. FY2016 funding will be reported in the Central Service Revolving Fund (1002).	0.8	69,032	1.0	97,442	0.0	0	
<b>Financial Planning &amp; Analysis 640004</b> The division provides centralized support in budget development, financial management, analysis and reporting to the Fleet Management Department. FY2016 funding will be reported in the Central Service Revolving Fund (1002).	1.6	347,112	3.5	420,380	0.0	0	
<b>Financial Reporting &amp; Operations 640005</b> The division provides centralized support in accounts payable, management and process review, analysis and reporting services for the Fleet Management Department. FY2016 funding will be reported in the Central Service Revolving Fund (1002).	2.2	201,491	3.7	388,162	0.0	0	
<b>Strategic Purchasing 640007</b> The division performs all Fleet Management Department related purchases via competitive/informal bid or City contracts as well as provides day-to-day departmental support of routine transactions and activities. FY2016 funding will be reported in the Central Service Revolving Fund (1002).	2.5	242,791	4.0	381,885	0.0	0	
<b>Total</b>	<b>7.1</b>	<b>860,426</b>	<b>12.2</b>	<b>1,287,869</b>	<b>0.0</b>	<b>0</b>	

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Fleet Management Fund  
**Business Area :** Finance Department  
**Fund No./Bus. Area No. :** 1005 / 6400

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ACCOUNTANT	17	2.0	0.0	(2.0)
ADMINISTRATIVE ASSOCIATE	13	1.0	0.0	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	0.5	0.0	(0.5)
DIVISION MANAGER	29	0.5	0.0	(0.5)
FINANCIAL ANALYST II	18	1.0	0.0	(1.0)
FINANCIAL ANALYST III	21	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	1.5	0.0	(1.5)
PROCUREMENT SPECIALIST	24	2.0	0.0	(2.0)
SENIOR BUYER	22	1.0	0.0	(1.0)
SENIOR PROCUREMENT SPECIALIST	27	1.0	0.0	(1.0)
SENIOR STAFF ANALYST	28	1.0	0.0	(1.0)
STAFF ANALYST	26	1.0	0.0	(1.0)
SYSTEMS ACCOUNTANT III	27	1.0	0.0	(1.0)
<b>Total FTEs</b>		<b>14.5</b>	<b>0.0</b>	<b>(14.5)</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>2.3</b>	<b>0.0</b>	<b>(2.3)</b>
<b>Full-Time Equivalents</b>		<b>12.2</b>	<b>0.0</b>	<b>(12.2)</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : Fleet Management Fund  
Business Area : Finance Department  
Fund No./Bus. Area No. : 1005 / 6400

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
6400030003	Ctrl Srvs Capital Mgmt - Fleet			
424110	Other Interfund Services	97,442	97,442	0
6400040003	Central Svcs Fin Planning & Analysis - Fleet			
424110	Other Interfund Services	420,380	420,380	0
6400050007	Central AP - Fleet Management			
424110	Other Interfund Services	388,162	388,162	0
6400070003	Central Services SPD Fleet			
424110	Other Interfund Services	381,885	381,885	0
Total	Finance Department	<u>1,287,869</u>	<u>1,287,869</u>	<u>0</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Fleet Management Fund  
**Business Area :** Finance Department  
**Fund No./Bus. Area No. :** 1005 / 6400

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	466,009	807,484	807,484	0
500060	Overtime - Civilian	67	0	0	0
501070	Pension - Civilian	109,453	204,732	204,732	0
501120	Termination Pay - Civilian	51,932	973	973	0
502010	FICA - Civilian	37,845	60,565	60,565	0
503010	Health Ins-Act Civilian	72,197	100,715	100,715	0
503015	Basic Life Insurance - Active Civilian	264	452	452	0
503050	Health/Life Insurance - Retiree Civilian	811	0	0	0
503060	Long Term Disability-Civilian	601	989	989	0
503090	Workers Compensation-Civilian-Admin	1,454	3,033	3,033	0
<b>Total</b>	<b>Personnel Services</b>	<b>740,633</b>	<b>1,178,943</b>	<b>1,178,943</b>	<b>0</b>
511045	Computer Supplies	375	2,623	2,623	0
511050	Paper & Printing Supplies	0	504	504	0
511055	Publications & Printed Materials	0	2,500	2,500	0
511070	Miscellaneous Office Supplies	64	9,815	9,815	0
<b>Total</b>	<b>Supplies</b>	<b>439</b>	<b>15,442</b>	<b>15,442</b>	<b>0</b>
520100	Temporary Personnel Services	102,639	33,025	33,025	0
520114	Miscellaneous Support Services	0	1,000	1,000	0
520121	IT Application Svcs	5,079	4,800	4,800	0
520510	Mail/Delivery Services	112	112	112	0
520515	Print Shop Services	132	1,031	1,031	0
520765	Membership & Professional Fees	0	400	400	0
520805	Education & Training	175	21,183	21,183	0
521605	Data Services	81	180	180	0
521610	Voice Services	0	682	682	0
521630	GIS Revolving Fund Services	0	2,667	2,667	0
521635	Voice Services -Wireless	206	440	440	0
521715	Office Equipment Rental	690	2,000	2,000	0
521730	Parking Space Rental	621	2,661	2,661	0
521735	Hobby Parking Space Rental	1,574	2,904	2,904	0
522205	Metro Commuter Passes	5,216	5,202	5,202	0
522430	Misc Othr Svcs & Chrg	0	6,762	6,762	0
522721	Interfund HR Client Services	2,829	5,170	5,170	0
522722	KRONOS Service Chargeback	0	1,800	1,800	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>119,354</b>	<b>92,019</b>	<b>92,019</b>	<b>0</b>
560810	Cap Exp-Controlled Equipment	0	1,465	1,465	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>1,465</b>	<b>1,465</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>860,426</b>	<b>1,287,869</b>	<b>1,287,869</b>	<b>0</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

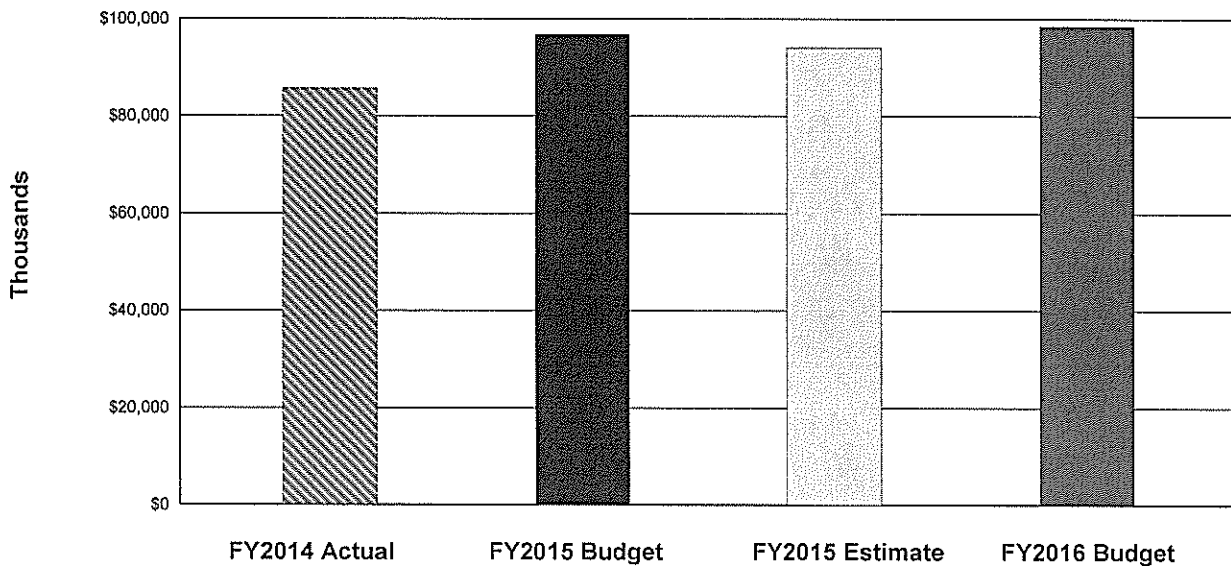
**Fund Name : Fleet Management Fund**

**Business Area : Fleet Management Department**

**Fund No. /Bus. Area No. : 1005 / 6700**

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	22,712,905	27,910,061	27,202,829	28,322,392
	Supplies	56,569,497	56,771,953	55,699,486	57,641,674
	Other Services and Charges	6,202,729	12,041,091	11,244,427	12,524,427
	Equipment	0	0	26,222	0
	Non-Capital Equipment	254,959	94,500	16,623	0
	Total M & O Expenditures	85,740,090	96,817,605	94,189,587	98,488,493
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	85,740,090	96,817,605	94,189,587	98,488,493
Revenues		85,740,090	96,817,605	94,189,587	98,488,493
Staffing	Full-Time Equivalents - Civilian	311.4	375.0	361.2	378.3
	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	311.4	375.0	361.2	378.3
	Full-Time Equivalents - Overtime	14.5	10.1	11.3	13.7
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o The FY2016 Budget provides continued Fleet Management support to departments citywide.</li> </ul>				

**Fleet Management Fund  
Fleet Management Department  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

Fund Name : Fleet Management Fund  
 Business Area : Fleet Management Department  
 Fund No. /Bus. Area No. : 1005 / 6700

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Average Age of Fleet	F	8.6	7.0	8.7	7.0
Average Fuel Cost per Vehicle	I,F	\$2,940	\$2,940	\$2,568	\$2,496
Average Repair Cost per Vehicle	F	\$4,656	\$4,740	\$4,224	\$4,080
Fleet Share Vehicle Availability	I,F	99%	99%	99%	99%
Maintain Operational Readiness	P,I	95%	95%	95%	95%
Preventative Maintenance Every 90 Days	P,I	96%	99%	99%	99%
Vehicles in the City's Fleet	I,F	12,032	11,958	11,788	11,462
Expenditures Budget vs Actual Utilization	F	101%	100%	97%	100%
Revenues Budget vs Actual Utilization	F	106%	100%	97%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Fleet Management Fund</b> <b>Business Area : Fleet Management Department</b> <b>Fund No. /Bus Area No. : 1005 / 6700</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>FMD - Director's Office 670001</b> 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.	7.4	1,671,767	6.4	6,598,018	9.4	7,552,973
<b>FMD - Fleet Operations 670002</b> 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.	49.2	25,434,907	3.9	24,385,653	4.7	26,530,753
<b>FMD - Fuel Management 670003</b> 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 maintains fuel sites. Oversees the City of Houston's Fuel card program.	13.1	34,124,792	12.8	31,306,963	13.0	31,187,275
<b>FMD - Asset Management 670004</b> The Asset Management Division is responsible for licensing, titling, and inspecting all city vehicles upon receipt. Manages 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.	4.8	538,367	6.7	672,926	7.0	684,109
<b>FMD - Parts 670005</b> 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. Sets up vendor contracts and audits vendor contract compliance.	7.2	670,754	9.6	784,662	10.0	820,566
<b>FMD - HPD Maintenance 670021</b> The Houston Police Department (HPD) Maintenance Division is responsible for maintenance and vehicle repair for HPD vehicles. Provides equipment readiness requirements and daily visibility of HPD Fleet readiness.	47.5	3,961,291	59.4	4,372,022	60.2	4,504,473



**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Fleet Management Fund</b> <b>Business Area : Fleet Management Department</b> <b>Fund No. /Bus Area No. : 1005 / 6700</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>FMD - SWD Maintenance 670022</b> 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.	65.7	5,510,628	81.0	5,799,318	82.9	6,033,887
<b>FMD - PRD/Body Maintenance 670023</b> The Parks & Recreation (PRD) Body Shop and Houston Airport System (HAS) Maintenance Division is responsible for maintenance and vehicle repair for PRD and HAS vehicles. Provides equipment readiness requirements and daily visibility of Fleet readiness. The Body Shops provide paint and body work repair for all City of Houston Departments.	45.1	3,777,788	58.2	4,394,476	62.0	4,497,211
<b>FMD - HFD Maintenance 670024</b> 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.	35.6	3,383,229	42.8	3,374,903	44.8	3,553,240
<b>FMD - PWE Fleet 670025</b> The Public Works and Engineering Division (PWE) is responsible for maintenance and vehicle repair for PWE vehicles. Provides equipment readiness requirements for PWE, and daily visibility of PWE Fleet readiness.	35.8	6,666,567	80.4	12,500,646	84.3	13,124,006
<b>Total</b>	<b>311.4</b>	<b>85,740,090</b>	<b>361.2</b>	<b>94,189,587</b>	<b>378.3</b>	<b>98,488,493</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Fleet Management Fund  
**Business Area :** Fleet Management Department  
**Fund No./Bus. Area No. :** 1005 / 6700

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	3.0	3.0	0.0
ADMINISTRATIVE ASSISTANT	17	7.0	7.0	0.0
ADMINISTRATIVE SPECIALIST	20	3.0	3.0	0.0
ADMINISTRATIVE SUPERVISOR	22	3.0	2.0	(1.0)
ASSISTANT CUSTOMER SERVICE MANAGER	26	1.0	1.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	2.0	2.0	0.0
ASSISTANT SHOP MANAGER	20	0.0	3.0	3.0
AUTOMOTIVE SERVICE WRITER	15	11.0	10.0	(1.0)
CAR ATTENDANT	4	1.0	1.0	0.0
CONTRACT ADMINISTRATOR	22	1.0	1.0	0.0
CUSTOMER SERVICE CLERK	10	0.0	7.0	7.0
CUSTOMER SERVICE REP. II	15	5.0	5.0	0.0
CUSTOMER SERVICE REP. III	16	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	4.0	3.0	(1.0)
DIVISION MANAGER	29	4.0	6.0	2.0
EQUIPMENT OPERATOR III	13	0.0	1.0	1.0
FLEET MANAGEMENT DIRECTOR	35	1.0	1.0	0.0
INSPECTOR	18	2.0	2.0	0.0
IRON WORKER	13	2.0	2.0	0.0
MAINTENANCE MECHANIC III	14	5.0	5.0	0.0
MANAGEMENT ANALYST I	15	2.0	2.0	0.0
MANAGEMENT ANALYST II	18	0.0	2.0	2.0
MANAGEMENT ANALYST III	21	1.0	1.0	0.0
MECHANIC HELPER	5	19.0	21.0	2.0
MECHANIC I	11	32.0	36.0	4.0
MECHANIC II	15	37.0	41.0	4.0
MECHANIC III	19	168.0	167.0	(1.0)
OFFICE SERVICE MANAGER	23	0.0	1.0	1.0
PROCUREMENT SPECIALIST	24	2.0	1.0	(1.0)
PUBLIC INFORMATION OFFICER	26	1.0	1.0	0.0
SAFETY SUPERVISOR	24	0.0	1.0	1.0
SEMI-SKILLED LABORER	6	2.0	2.0	0.0
SENIOR FIXED ASSET SPECIALIST	17	2.0	2.0	0.0
SENIOR INVENTORY MANAGEMENT CLERK	12	2.0	2.0	0.0
SENIOR PROCUREMENT SPECIALIST	27	1.0	0.0	(1.0)
SENIOR STAFF ANALYST	28	1.0	1.0	0.0
SENIOR SUPERINTENDENT	27	3.0	2.0	(1.0)
SHOP MANAGER	23	28.0	21.0	(7.0)
STAFF ANALYST	26	1.0	0.0	(1.0)
SUPERINTENDENT	24	5.0	8.0	3.0
TRAINING COORDINATOR	24	1.0	1.0	0.0
TRUCK DRIVER	6	10.0	12.0	2.0
<b>Total FTEs</b>		<b>375.0</b>	<b>392.0</b>	<b>17.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>13.7</b>	<b>13.7</b>
<b>Full-Time Equivalents</b>		<b>375.0</b>	<b>378.3</b>	<b>3.3</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Fleet Management Fund  
 Business Area : Fleet Management Department  
 Fund No./Bus. Area No. : 1005 / 6700

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
6700020001	FMD - Fleet Maintenance			
422155	Intergovernmental Revenue - Other	0	0	50,000
424130	Interfund Vehicle Repair	36,304,980	37,864,659	40,202,229
457040	Interfund Fleet Maintenance	22,304,211	22,638,837	24,066,337
6700030002	FMD - Fuel			
424120	Interfund Vehicle Fuel	38,208,414	33,686,091	34,169,927
<b>Total</b>	<b>Fleet Management Department</b>	<b>96,817,605</b>	<b>94,189,587</b>	<b>98,488,493</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Fleet Management Fund  
**Business Area :** Fleet Management Department  
**Fund No./Bus. Area No. :** 1005 / 6700

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	13,813,871	17,245,468	16,301,867	16,908,966
500030	Salary Part Time - Civilian	39,219	45,293	83,988	91,532
500060	Overtime - Civilian	949,570	496,238	937,958	879,437
500090	Premium Pay - Civilian	69,870	58,659	65,469	67,097
500240	HOPE Community Service Usage	241	0	(117)	0
500250	HOPE Union Business Usage	112	0	393	393
501070	Pension - Civilian	3,238,636	4,373,443	4,140,005	4,626,295
501120	Termination Pay - Civilian	254,947	117,600	98,334	117,600
502010	FICA - Civilian	1,087,828	1,362,129	1,257,221	1,369,384
503010	Health Ins-Act Civilian	2,928,994	3,636,494	3,722,174	3,655,041
503015	Basic Life Insurance - Active Civilian	7,960	10,034	9,960	9,838
503050	Health/Life Insurance - Retiree Civilian	148,711	230,104	248,082	248,668
503060	Long Term Disability-Civilian	25,201	31,790	31,088	31,990
503090	Workers Compensation-Civilian-Admin	65,642	98,250	101,848	111,592
503100	Workers Compensation-Civilian-Claim	57,492	197,100	197,100	197,100
504030	Unemployment Claims - Administration	24,611	7,459	7,459	7,459
<b>Total</b>	<b>Personnel Services</b>	<b>22,712,905</b>	<b>27,910,061</b>	<b>27,202,829</b>	<b>28,322,392</b>
511010	Chemical Gases & Special Fluids	4,131	6,800	3,382	3,652
511015	Cleaning & Sanitary Supplies	377	10,439	271	317
511020	Construction Materials	340	2,000	194	227
511025	Electrical Hardware & Parts	15	2,000	23	0
511030	Mechanical Hardware & Parts	25,566	11,116	13,657	14,187
511045	Computer Supplies	46,302	93,653	685	46,685
511050	Paper & Printing Supplies	42,568	10,000	0	0
511055	Publications & Printed Materials	43	0	0	0
511060	Postage	0	9,200	0	0
511070	Miscellaneous Office Supplies	84,357	35,219	68,582	74,089
511090	Medical & Surgical Supplies	225	4,200	504	588
511110	Fuel	32,517,236	29,828,238	29,705,275	29,437,043
511115	Vehicle Repair & Maintenance Supplies	23,621,046	26,539,583	25,660,554	27,790,481
511120	Clothing	49,746	68,989	28,909	58,334
511125	Food Supplies	1,774	4,708	0	0
511145	Small Tools & Minor Equipment	13,256	44,780	16,270	18,982
511150	Miscellaneous Parts & Supplies	161,682	99,372	201,180	197,089
511160	Protective Gear	833	1,656	0	0
<b>Total</b>	<b>Supplies</b>	<b>56,569,497</b>	<b>56,771,953</b>	<b>55,699,486</b>	<b>57,641,674</b>
520100	Temporary Personnel Services	225,862	358,160	127,444	145,251
520101	Janitorial Services	34,017	68,700	7,979	9,309
520103	Subrecipient Contract Services	3,703	0	0	0
520105	Accounting & Auditing Services	6,547	0	0	0
520106	Architectural Services	60,384	5,435	0	0
520108	Information Resource Services	5,700	0	0	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Fleet Management Fund  
**Business Area :** Fleet Management Department  
**Fund No./Bus. Area No. :** 1005 / 6700

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
520109	Medical Dental & Laboratory Services	11,110	10,282	10,618	12,388
520110	Management Consulting Services	4,963	7,747	0	0
520114	Miscellaneous Support Services	9,517	9,795	40,475	45,043
520115	Real Estate Lease/Office Rental	0	34,100	0	0
520116	Parking Services Contract	0	2,750	0	0
520118	Refuse Disposal	7,977	28,295	13,193	148,952
520119	Computer Eq/SW Mnt	278,011	289,371	293,204	293,271
520120	Communications Equipment Services	3,000	27,316	8,628	8,930
520121	IT Application Svcs	156,985	223,764	260,296	257,166
520123	Vehicle & Motor Equipment Services	3,712,870	4,672,700	4,225,094	4,499,769
520124	Other Equipment Services	390,073	458,314	548,215	668,312
520126	Construction Site Work Services	364,682	55,344	55,627	50,000
520132	Contracts/Sponsorships	155	367	806	940
520136	Billing & Collection Services	19,550	0	0	0
520141	Engineering Services	44,500	29,126	29,126	30,246
520151	Parking EZ Tag Fees	17,899	25,237	24,905	50,000
520152	Telemetry Services	0	0	14,160	148,090
520515	Print Shop Services	4,959	3,168	6,232	7,271
520605	Advertising Services	119	0	0	0
520705	Insurance Fees	55,098	70,330	62,610	60,477
520710	State/Federal Inspection Fees	43,980	101,452	27,176	29,831
520720	Fines	2,251	0	0	0
520755	Contingency	0	251,675	0	269,153
520765	Membership & Professional Fees	1,069	3,576	10,726	12,514
520805	Education & Training	39,015	48,361	94,622	76,995
520905	Travel - Training Related	9,311	17,512	5,612	6,112
520910	Travel - Non-Training Related	1,805	2,000	2,582	3,082
521305	Indirect Cost Recovery Payment	0	2,001,897	2,001,897	2,332,772
521405	Building Maintenance Services	33,775	85,000	92,632	97,232
521410	Sewer Services	2,770	6,200	5,423	6,048
521415	Land and Grounds Maintenance	675	4,070	1,543	1,800
521505	Electricity	51,423	124,534	111,834	94,601
521510	Natural Gas	21,666	10,283	10,406	18,717
521605	Data Services	36,432	86,998	87,178	113,136
521610	Voice Services	14,836	27,800	28,592	15,691
521620	Voice Equipment	8,679	2,027	2,027	278
521625	Voice Labor	3,246	2,570	2,570	1,804
521630	GIS Revolving Fund Services	11,004	34,426	34,426	16,434
521635	Voice Services -Wireless	42,194	24,050	22,251	32,834
521715	Office Equipment Rental	37,321	33,709	42,915	41,751
521730	Parking Space Rental	101,354	1,700	109,118	114,118
521735	Hobby Parking Space Rental	6,150	4,448	6,825	8,275
521910	Legal Svcs - Crt Report	258	0	0	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Fleet Management Fund  
**Business Area :** Fleet Management Department  
**Fund No./Bus. Area No. :** 1005 / 6700

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
522205	Metro Commuter Passes	9,350	3,793	6,457	6,694
522430	Misc Othr Svcs & Chrg	34,331	28,200	53,468	64,720
522435	Interest Charges Past Due Accounts	872	0	1,026	1,026
522720	Interfund Payroll Services	(353)	7,500	7,500	7,762
522721	Interfund HR Client Services	241,032	405,109	405,109	407,703
522722	KRONOS Service Chargeback	13,014	17,222	17,222	20,528
522730	Interfund Engineering Services	2,757	4,028	4,028	4,028
522735	Interfund Communication Equipment Repair	0	3,700	3,700	3,829
522795	Other Interfund Services	14,831	2,316,950	2,316,950	2,279,544
<b>Total</b>	<b>Other Services and Charges</b>	<b>6,202,729</b>	<b>12,041,091</b>	<b>11,244,427</b>	<b>12,524,427</b>
560220	Vehicles	0	0	26,222	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>0</b>	<b>26,222</b>	<b>0</b>
551010	Non-Cap Office Furniture & Equipment	114,959	94,500	16,623	0
551015	Non-Capital Computer Equipment	140,000	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>254,959</b>	<b>94,500</b>	<b>16,623</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>85,740,090</b>	<b>96,817,605</b>	<b>94,189,587</b>	<b>98,488,493</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name :** Property & Casualty Fund  
**Fund No./Bus. Area No. :** 1004 / 6500 / 9000

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	71,991	71,991	71,991
Current Revenues	33,977,267	33,977,267	35,743,064
Total Available Resources	<u>34,049,258</u>	<u>34,049,258</u>	<u>35,815,055</u>
Maintenance and Operations	33,977,267	33,977,267	35,743,064
Total Expenditures	<u>33,977,267</u>	<u>33,977,267</u>	<u>35,743,064</u>
Planned Ending Fund Balance	<u>71,991</u>	<u>71,991</u>	<u>71,991</u>
Total Budget	<u><u>34,049,258</u></u>	<u><u>34,049,258</u></u>	<u><u>35,815,055</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	71,991	71,991	71,991
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The information above summarizes the FY2015 Budget, FY2015 Estimate and FY2016 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, injure employees and third parties;
- identify delinquent accounts owed to the City and increase recoveries on affirmative claims.

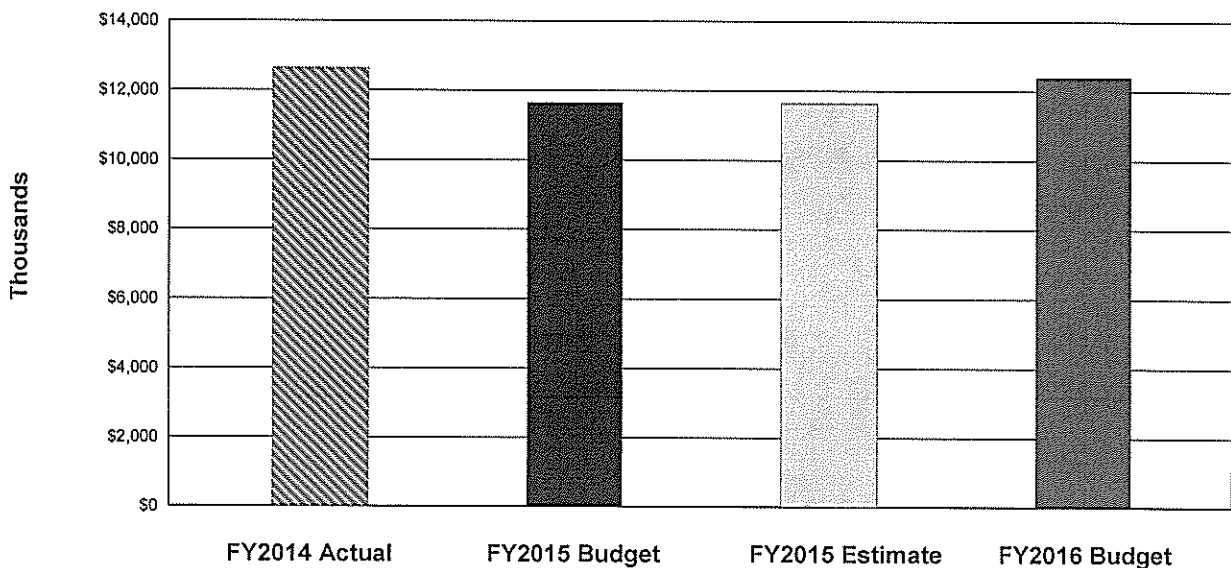
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : Property & Casualty Fund  
 Business Area : Administration and Regulatory Affairs  
 Fund No. /Bus. Area No. : 1004 / 6500

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	623,964	674,299	674,299	679,953
	Supplies	1,762	2,977	2,977	2,977
	Other Services and Charges	12,016,019	10,982,464	10,982,464	11,724,512
	Non-Capital Equipment	6,992	0	0	0
	Total M & O Expenditures	12,648,737	11,659,740	11,659,740	12,407,442
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	12,648,737	11,659,740	11,659,740	12,407,442
Revenues		12,648,737	11,659,740	11,659,740	12,407,442
Staffing	Full-Time Equivalents - Civilian	5.0	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	5.0	5.0	5.0	5.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o FY2016 includes Property Insurance decreased by \$2.2M due to adjustment of insured property values and anticipated favorable insurance market fluctuation.</li> <li>o Property Insurance includes a 5% rate increase, 2.5% insured property value inflation factor and \$293.1M new CIP projects.</li> <li>o Terrorism Insurance budget decreased by \$223,000 due to adjustment of insured property values and anticipated favorable insurance market fluctuation.</li> <li>o Boiler &amp; Machinery Insurance budget decreased by \$124,000 due to new multi-year policy pricing.</li> <li>o Insurance Administration Fees budget decreased by \$278,000 due to new contract pricing.</li> </ul>				

**Property & Casualty Fund  
 Administration and Regulatory Affairs  
 Expenditure Summary**





**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Property & Casualty Fund Business Area : Administration and Regulatory Affairs Fund No. /Bus Area No. : 1004 / 6500						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Accounting Services Group</b> 650005 Administers 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.	5.0	12,648,737	5.0	11,659,740	5.0	12,407,442
<b>Total</b>	<b>5.0</b>	<b>12,648,737</b>	<b>5.0</b>	<b>11,659,740</b>	<b>5.0</b>	<b>12,407,442</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Property & Casualty Fund  
**Business Area :** Administration and Regulatory Affairs  
**Fund No./Bus. Area No. :** 1004 / 6500

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	1.0	0.0
SENIOR STAFF ANALYST	28	2.0	2.0	0.0
STAFF ANALYST	26	1.0	1.0	0.0
<b>Total FTEs</b>		<b>5.0</b>	<b>5.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>5.0</b>	<b>5.0</b>	<b>0.0</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Revenue Summary**

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Fund Name : Property & Casualty Fund  
Business Area : Administration and Regulatory Affairs  
Fund No./Bus. Area No. : 1004 / 6500

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Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
6500050003 424070	ARA - Insurance Management Interfund Legal Services	11,659,740	11,659,740	12,407,442
Total	Administration and Regulatory Affairs	<u>11,659,740</u>	<u>11,659,740</u>	<u>12,407,442</u>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Property & Casualty Fund  
**Business Area :** Administration and Regulatory Affairs  
**Fund No./Bus. Area No. :** 1004 / 6500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	415,660	440,121	440,121	440,619
501070	Pension - Civilian	97,206	111,614	111,614	120,553
502010	FICA - Civilian	30,022	33,366	33,366	33,264
503010	Health Ins-Act Civilian	73,322	75,407	75,407	71,560
503015	Basic Life Insurance - Active Civilian	242	256	256	257
503050	Health/Life Insurance - Retiree Civilian	5,951	8,000	8,000	8,000
503060	Long Term Disability-Civilian	424	425	425	425
503090	Workers Compensation-Civilian-Admin	1,039	1,310	1,310	1,475
503100	Workers Compensation-Civilian-Claim	98	3,800	3,800	3,800
<b>Total</b>	<b>Personnel Services</b>	<b>623,964</b>	<b>674,299</b>	<b>674,299</b>	<b>679,953</b>
511045	Computer Supplies	553	600	600	600
511050	Paper & Printing Supplies	287	737	437	537
511055	Publications & Printed Materials	266	400	400	600
511060	Postage	37	240	240	240
511070	Miscellaneous Office Supplies	619	1,000	1,300	1,000
<b>Total</b>	<b>Supplies</b>	<b>1,762</b>	<b>2,977</b>	<b>2,977</b>	<b>2,977</b>
520100	Temporary Personnel Services	0	33,000	33,000	33,000
520109	Medical Dental & Laboratory Services	32	96	96	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	0	5,213	5,213	6,068
520510	Mail/Delivery Services	0	200	200	200
520515	Print Shop Services	30	2,330	2,330	2,330
520605	Advertising Services	2,184	3,200	3,200	3,200
520705	Insurance Fees	11,622,703	10,575,888	10,575,888	11,319,208
520765	Membership & Professional Fees	715	780	780	910
520770	Insurance Administration Fees	241,870	156,799	156,799	122,250
520805	Education & Training	460	3,430	3,430	3,000
520905	Travel - Training Related	540	3,900	3,900	3,900
520910	Travel - Non-Training Related	2,546	6,000	6,000	6,000
521305	Indirect Cost Recovery Payment	138,617	119,758	119,758	150,972
521605	Data Services	424	450	450	1,626
521610	Voice Services	212	0	0	0
521630	GIS Revolving Fund Services	357	738	738	671
521635	Voice Services -Wireless	191	2,300	2,300	2,455
521730	Parking Space Rental	0	3,144	3,144	3,144
522205	Metro Commuter Passes	1,160	1,638	1,638	1,638
522721	Interfund HR Client Services	3,784	5,452	5,452	5,645
522722	KRONOS Service Chargeback	194	232	232	283
<b>Total</b>	<b>Other Services and Charges</b>	<b>12,016,019</b>	<b>10,982,464</b>	<b>10,982,464</b>	<b>11,724,512</b>
551010	Non-Cap Office Furniture & Equipment	6,992	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>6,992</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>12,648,737</b>	<b>11,659,740</b>	<b>11,659,740</b>	<b>12,407,442</b>



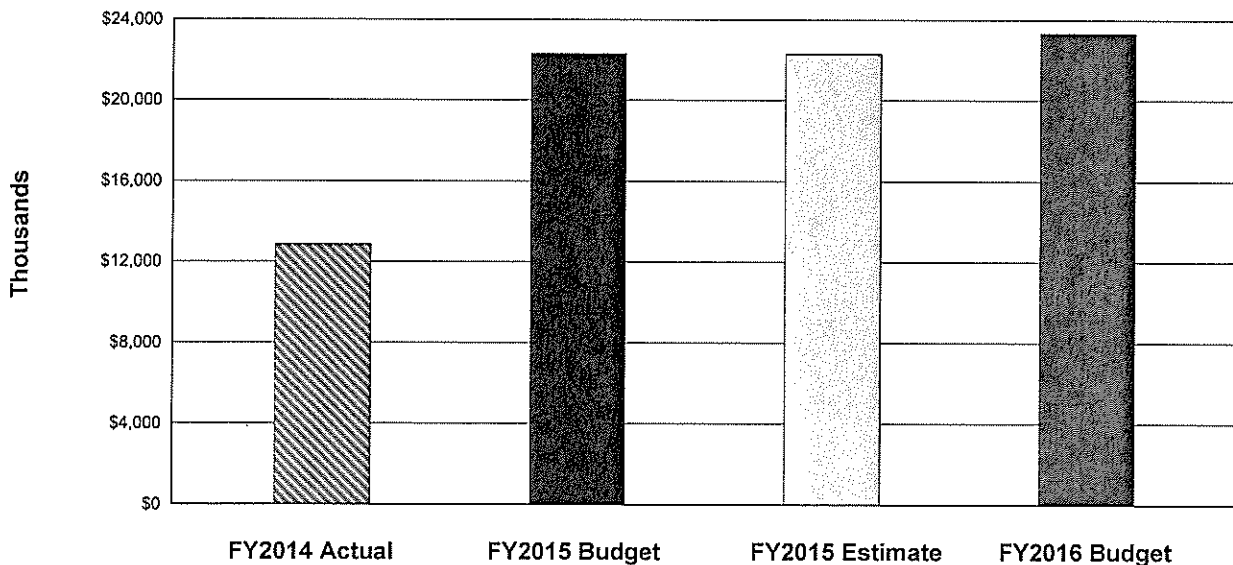
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Property & Casualty Fund  
**Business Area** : Legal  
**Fund No. /Bus. Area No.** : 1004 / 9000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	6,733,749	7,512,420	7,512,420	7,960,732
	Supplies	120,629	146,118	146,118	154,000
	Other Services and Charges	5,976,109	14,658,989	14,658,989	15,220,890
	Non-Capital Equipment	20,120	0	0	0
	Total M & O Expenditures	12,850,607	22,317,527	22,317,527	23,335,622
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	12,850,607	22,317,527	22,317,527	23,335,622
<b>Revenues</b>		12,850,607	22,317,527	22,317,527	23,335,622
<b>Staffing</b>	Full-Time Equivalents - Civilian	50.5	54.0	54.0	55.5
	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	50.5	54.0	54.0	55.5
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
<b>Significant Budget Changes and Highlights</b>	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o The budget for claims, settlements and judgments is \$12.7M which represents 54% of the total budget.				
	o The budget provides for increases in the expert witness and legal services accounts relating to the department's aggressive pursuit of potentially significant damages in several lawsuits where the City is the Plaintiff.				

**Property & Casualty Fund  
Legal  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Property & Casualty Fund  
**Business Area** : Legal  
**Fund No. /Bus. Area No.** : 1004 / 9000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
EEOC and TX Workforce Commission Matters Handled	J,F	345	350	322	350
Funds Recovered -- Affirmative Collections	F,Q,I,J	\$5,651,602	\$4,500,000	\$4,600,000	\$2,000,000
Liability Claims Closed without Payment	F,P,J	983	800	925	800
Liability Claims Processed	F,P,J	1,306	1,100	1,074	1,100
Expenditures Budget vs Actual Utilization	F	59%	100%	100%	100%
Revenues Budget vs Actual Utilization	F	59%	100%	100%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Property &amp; Casualty Fund</b> <b>Business Area : Legal</b> <b>Fund No. /Bus Area No. : 1004 / 9000</b>						
Division Description	FTEs	FY2014 Actual Costs \$	FTEs	FY2015 Estimate Costs \$	FTEs	FY2016 Budget Costs \$
<b>LGL - Staff Administration Section 900001</b> Captures personnel costs associated with broad oversight of all the litigation sections and activities related to those sections as well as special projects as they relate to risk management.	1.0	392,409	3.0	531,395	3.0	538,949
<b>LGL - General Litigation Section 900002</b> 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, Federal False Claims Act, forcible entry and detainer, intergovernmental disputes, inverse condemnation, probate, Private Real Property Preservation Act and more.	23.0	3,129,667	23.7	3,478,053	24.7	3,707,691
<b>LGL - Labor, Empl. &amp; Civil Rights Section 900005</b> Responsible for representing the City on all labor, employment and civil rights lawsuits.	16.8	2,178,219	17.3	2,430,634	17.8	2,573,850
<b>LGL - Claims &amp; Subrogation Section 900010</b> Responsible for liability tort claims, subrogation matters and general affirmative claim matters at the claim stage.	9.7	1,059,166	10.0	1,115,071	10.0	1,188,885
<b>LGL - Litigation Costs Section 900012</b> Captures costs directly related to the payment of claims and judgments including legal services and other services.	0.0	6,091,146	0.0	14,762,374	0.0	15,326,247
<b>Total</b>	<b>50.5</b>	<b>12,850,607</b>	<b>54.0</b>	<b>22,317,527</b>	<b>55.5</b>	<b>23,335,622</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name** : Property & Casualty Fund  
**Business Area** : Legal  
**Fund No./Bus. Area No.** : 1004 / 9000

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE ASSISTANT	17	1.0	2.0	1.0
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
ASSISTANT CITY ATTORNEY I	24	3.0	4.0	1.0
ASSISTANT CITY ATTORNEY II	27	1.0	0.0	(1.0)
EXECUTIVE STAFF ANALYST (EXE LEV)	30	1.0	1.0	0.0
FIRST ASSISTANT CITY ATTORNEY	37	2.0	2.0	0.0
PARALEGAL I	12	4.0	3.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY I	32	5.0	4.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY II	35	19.0	21.0	2.0
SENIOR ASSISTANT CITY ATTORNEY,SECTION CHIEF	35	2.0	2.0	0.0
SENIOR CLAIMS COORDINATOR	21	4.0	4.0	0.0
SENIOR LEGAL WORD PROCESSOR	13	4.0	2.0	(2.0)
SENIOR PARALEGAL	19	8.0	10.0	2.0
<b>Total FTEs</b>		<b>55.0</b>	<b>56.0</b>	<b>1.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>1.0</b>	<b>0.5</b>	<b>(0.5)</b>
<b>Full-Time Equivalents</b>		<b>54.0</b>	<b>55.5</b>	<b>1.5</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Property & Casualty Fund  
 Business Area : Legal  
 Fund No./Bus. Area No. : 1004 / 9000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
9000010001 424070	LGL - General Admin of Dept Interfund Legal Services	526,049	531,395	538,949
9000020001 424070	LGL - Genl Litigation Interfund Legal Services	3,420,862	3,478,053	3,707,691
9000050001 424070	LGL - Labor,Employ, Civ. Rights Interfund Legal Services	2,502,527	2,430,634	2,573,850
9000100001 424070	LGL - Claims & Subrog. Interfund Legal Services	1,147,990	1,115,071	1,188,885
9000120001 424070	LGL - Litigation Costs Interfund Legal Services	14,720,099	14,762,374	15,326,247
<b>Total</b>	<b>Legal</b>	<b>22,317,527</b>	<b>22,317,527</b>	<b>23,335,622</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name** : Property & Casualty Fund  
**Business Area** : Legal  
**Fund No./Bus. Area No.** : 1004 / 9000

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	4,816,014	5,213,098	5,213,098	5,464,532
500110	Bilingual Pay - Civilian	904	904	904	904
501070	Pension - Civilian	1,126,833	1,322,042	1,322,042	1,495,093
501120	Termination Pay - Civilian	44,859	100,000	100,000	100,000
502010	FICA - Civilian	341,571	370,217	370,217	380,970
503010	Health Ins-Act Civilian	356,588	435,297	435,297	446,046
503015	Basic Life Insurance - Active Civilian	2,779	3,050	3,050	3,197
503050	Health/Life Insurance - Retiree Civilian	20,766	38,000	38,000	38,000
503060	Long Term Disability-Civilian	4,352	4,633	4,633	4,718
503090	Workers Compensation-Civilian-Admin	10,631	14,279	14,279	16,372
504030	Unemployment Claims - Administration	8,452	10,900	10,900	10,900
<b>Total</b>	<b>Personnel Services</b>	<b>6,733,749</b>	<b>7,512,420</b>	<b>7,512,420</b>	<b>7,960,732</b>
511045	Computer Supplies	33,940	52,600	52,600	56,000
511050	Paper & Printing Supplies	7,000	6,800	6,800	7,000
511055	Publications & Printed Materials	57,320	62,000	62,000	65,000
511060	Postage	5,674	7,918	7,918	8,000
511070	Miscellaneous Office Supplies	16,695	16,800	16,800	18,000
<b>Total</b>	<b>Supplies</b>	<b>120,629</b>	<b>146,118</b>	<b>146,118</b>	<b>154,000</b>
520107	Computer Info/Contr	5,924	7,000	7,000	50,000
520108	Information Resource Services	17,233	22,000	22,000	25,000
520110	Management Consulting Services	2,689	0	0	0
520114	Miscellaneous Support Services	183,423	176,000	176,000	178,000
520119	Computer Eq/SW Mnt	39,029	35,000	35,000	35,000
520121	IT Application Svcs	0	14,191	14,191	15,630
520133	Private Investigative Services	12,817	32,100	32,100	32,560
520510	Mail/Delivery Services	5,290	5,300	5,300	6,300
520515	Print Shop Services	117	380	380	500
520520	Printing & Reproduction Services	276,813	73,500	73,500	75,000
520740	Document Recording/Filing Fees	45,090	38,792	38,792	39,000
520765	Membership & Professional Fees	10,651	10,900	10,900	11,400
520805	Education & Training	13,241	18,800	18,800	24,700
520905	Travel - Training Related	4,849	8,560	8,560	9,400
520910	Travel - Non-Training Related	5,300	6,500	6,500	10,800
521605	Data Services	1,109	4,143	4,143	16,730
521610	Voice Services	1,226	2,137	2,137	1,864
521620	Voice Equipment	0	923	923	278
521625	Voice Labor	0	1,170	1,170	1,804
521630	GIS Revolving Fund Services	2,112	2,974	2,974	4,503
521635	Voice Services -Wireless	5,686	5,823	5,823	2,658
521715	Office Equipment Rental	7,278	10,000	10,000	10,000
521730	Parking Space Rental	34,610	37,000	37,000	37,000
521905	Legal Services	1,854,592	662,641	662,641	700,000
521910	Legal Svcs - Crt Report	136,300	135,000	135,000	160,000
521915	Legal Svcs - Atty Fee	136,405	100,000	100,000	100,000
521920	Legal Svcs -Med Svcs	18,695	19,300	19,300	22,000
521925	Legal Svcs -Ex Wit	164,381	827,580	827,580	800,000
521935	Legal Svcs -Claims	803,983	900,000	900,000	900,000

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name** : Property & Casualty Fund  
**Business Area** : Legal  
**Fund No./Bus. Area No.** : 1004 / 9000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521940	Legal Svcs -Judgmt	116,450	2,128,144	2,128,144	3,000,000
521945	Legal Svcs -Settleme	1,975,456	9,224,554	9,224,554	8,800,000
521950	Legal Svcs -Doc Rec	87,805	137,119	137,119	138,000
522205	Metro Commuter Passes	1,103	2,406	2,406	2,400
522420	Petty Cash/Change Special Fund	156	207	207	300
522430	Misc Othr Svcs & Chrg	4,357	5,590	5,590	6,000
522721	Interfund HR Client Services	0	840	840	1,122
522722	KRONOS Service Chargeback	1,939	2,415	2,415	2,941
<b>Total</b>	<b>Other Services and Charges</b>	<b>5,976,109</b>	<b>14,658,989</b>	<b>14,658,989</b>	<b>15,220,890</b>
551015	Non-Capital Computer Equipment	20,120	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>20,120</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>12,850,607</b>	<b>22,317,527</b>	<b>22,317,527</b>	<b>23,335,622</b>

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name : Workers' Compensation**  
**Fund No./Bus. Area No. : 1011 / 8000 / 9000**

	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Beginning Fund Balance	0	0	0
Current Revenues	22,429,484	22,429,484	23,903,083
Total Available Resources	22,429,484	22,429,484	23,903,083
Maintenance and Operations	22,429,484	22,429,484	23,903,083
Total Expenditures	22,429,484	22,429,484	23,903,083
 Planned Ending Fund Balance	 0	 0	 0
Total Budget	22,429,484	22,429,484	23,903,083
 <u>Fund Balance Distribution</u>			
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 FY2015 Budget, the FY2015 Estimate and the FY2016 Budget for the Workers' Compensation (WC) 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.

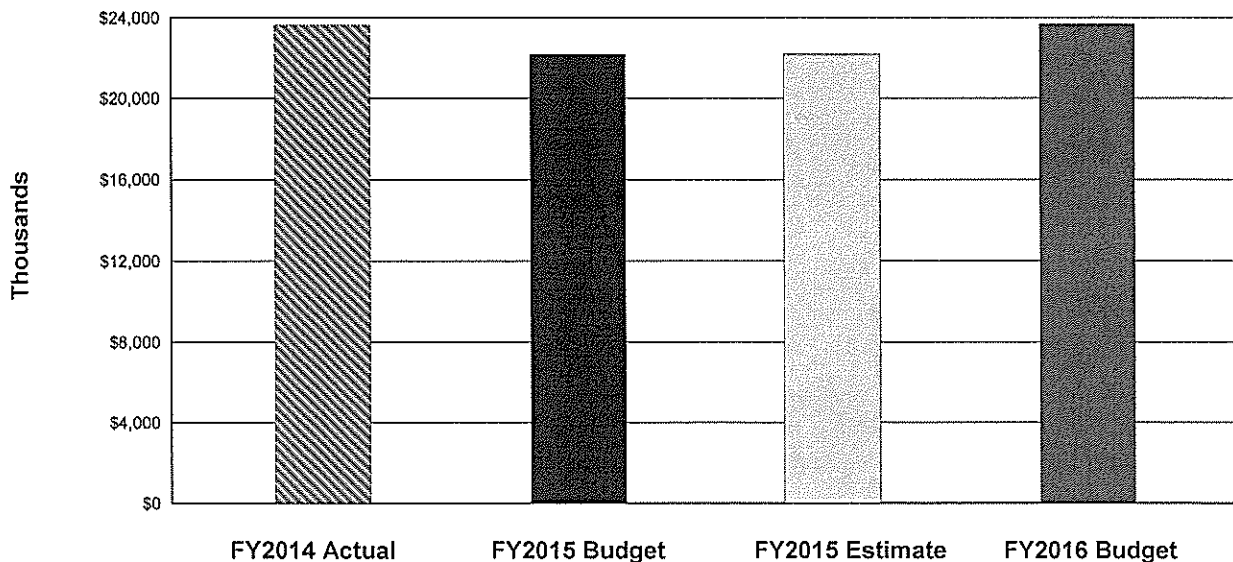
The overall goal of the program is to create an atmosphere of safety awareness and a risk free environment. Specific initiatives are listed in the budget highlights.

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Workers' Compensation</b>			
<b>Business Area</b> :		<b>Human Resources</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1011 / 8000</b>			
		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	2,350,648	2,777,553	2,777,553	3,337,233
	Supplies	33,566	63,593	63,593	65,186
	Other Services and Charges	21,247,998	19,351,160	19,351,160	20,177,289
	Equipment	0	0	0	85,000
	Non-Capital Equipment	2,277	5,740	5,740	3,340
	Total M & O Expenditures	23,634,489	22,198,046	22,198,046	23,668,048
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	23,634,489	22,198,046	22,198,046	23,668,048
Revenues		23,625,058	22,429,484	22,429,484	23,903,083
Staffing	Full-Time Equivalents - Civilian	30.0	34.1	34.1	36.0
	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	30.0	34.1	34.1	36.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Continued promotion of the City Awards for Injury Reduction (CAIR) to reduce incidents and claims.</li> <li>o Provides funding for a new Third Party Administrator (TPA), as the current contract expires in September 2015.</li> </ul>				

**Workers' Compensation  
Human Resources  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Workers' Compensation  
**Business Area** : Human Resources  
**Fund No. /Bus. Area No.** : 1011 / 8000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Injured Employee Claims	F	1,816	1,909	1,790	1,750
Lost Time Workers' Compensation Claims Costs (average)	F	\$8,416	\$9,422	\$8,769	\$8,303
Lost Time Workers' Compensation Claims Reported	F	467	475	455	450
Expenditures Budget vs Actual Utilization	F	96%	100%	100%	100%
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)

**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Workers' Compensation						
Business Area : Human Resources						
Fund No. /Bus Area No. : 1011 / 8000						
Division Description	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Employee Clinic 800009</b> The Physical Exam Drug Testing section provides citywide drug testing for all applicants and employees. Additional services include timely medical screenings for individuals who require adequate vision and hearing to execute job functions. Drug testing processes are executed in a confidential manner for promotional, post-accident, random, follow-up and reasonable suspicion donors.	3.3	204,865	3.8	276,959	4.0	298,295
<b>HR - Workers' Compensation Group 800010</b> Workers' Compensation Administration provides oversight and direction to all WC programs via ongoing assessment and analysis of program functions as compared to city wide activities including coordination of various accident prevention activities. The safety group also investigates accidents, safety issues, conducts safety education courses, safety audits, inspections and surveys.	24.2	22,827,822	23.3	21,383,888	25.0	22,697,441
<b>WC Finance 810007</b> Provides statistical data in areas of accident prevention, worker's compensation claims losses and unemployment compensation. Provides financial reporting and budget management for Human Resources department.	2.5	601,802	7.0	537,199	7.0	672,312
<b>Total</b>	<b>30.0</b>	<b>23,634,489</b>	<b>34.1</b>	<b>22,198,046</b>	<b>36.0</b>	<b>23,668,048</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Workers' Compensation  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 1011 / 8000

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE ASSISTANT	17	4.0	4.0	0.0
ADMINISTRATIVE COORDINATOR	24	4.0	4.0	0.0
ADMINISTRATIVE SPECIALIST	20	4.0	4.0	0.0
ASSISTANT DIRECTOR-HUMAN RESOURCES (EXE LEV)	32	1.0	1.0	0.0
CLAIMS COORDINATOR	17	1.0	1.0	0.0
DIVISION MANAGER	29	3.0	3.0	0.0
FINANCIAL ANALYST III	21	1.0	1.0	0.0
FINANCIAL ANALYST IV	25	0.0	1.0	1.0
HUMAN RESOURCES TECHNICIAN	12	1.8	2.0	0.2
LICENSED VOCATIONAL NURSE	12	1.0	1.0	0.0
MESSENGER	6	1.0	1.0	0.0
PUBLIC HEALTH NURSE IV	22	1.0	1.0	0.0
SAFETY OFFICER	21	3.0	3.0	0.0
SAFETY SUPERVISOR	24	7.0	7.0	0.0
SENIOR CLAIMS COORDINATOR	21	1.0	1.0	0.0
SYSTEMS ACCOUNTANT III	27	1.0	0.0	(1.0)
<b>Total FTEs</b>		<b>35.8</b>	<b>36.0</b>	<b>0.2</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>1.7</b>	<b>0.0</b>	<b>(1.7)</b>
<b>Full-Time Equivalents</b>		<b>34.1</b>	<b>36.0</b>	<b>1.9</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Workers' Compensation  
 Business Area : Human Resources  
 Fund No./Bus. Area No. : 1011 / 8000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
8000100006	Administrators Office			
432010	Interest on Pooled Investments	8,500	8,500	8,000
451010	Interfund Billing-Workers' Comp Admin	5,177,291	5,177,291	6,395,083
451015	Interfund Billing-Workers' Comp Claims	17,243,693	17,243,693	17,500,000
<b>Total</b>	<b>Human Resources</b>	<b>22,429,484</b>	<b>22,429,484</b>	<b>23,903,083</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Workers' Compensation  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 1011 / 8000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	1,549,881	1,809,688	1,809,688	2,177,057
500030	Salary Part Time - Civilian	29,619	22,393	22,393	0
500060	Overtime - Civilian	548	0	0	0
500090	Premium Pay - Civilian	6,380	11,093	11,093	10,000
500110	Bilingual Pay - Civilian	2,070	2,712	2,712	2,712
501070	Pension - Civilian	362,397	464,749	464,749	595,647
501120	Termination Pay - Civilian	2,173	0	0	0
502010	FICA - Civilian	117,012	139,102	139,102	166,581
503010	Health Ins-Act Civilian	225,185	256,319	256,319	311,643
503015	Basic Life Insurance - Active Civilian	977	1,189	1,189	1,267
503050	Health/Life Insurance - Retiree Civilian	37,779	40,702	40,702	40,146
503060	Long Term Disability-Civilian	2,270	2,673	2,673	3,060
503090	Workers Compensation-Civilian-Admin	6,223	8,433	8,433	10,620
504030	Unemployment Claims - Administration	8,134	18,500	18,500	18,500
<b>Total</b>	<b>Personnel Services</b>	<b>2,350,648</b>	<b>2,777,553</b>	<b>2,777,553</b>	<b>3,337,233</b>
511015	Cleaning & Sanitary Supplies	0	200	200	200
511040	Audiovisual Supplies	0	10,000	10,000	10,000
511045	Computer Supplies	933	4,870	4,870	5,470
511050	Paper & Printing Supplies	2,531	4,175	4,175	4,175
511055	Publications & Printed Materials	900	12,960	12,960	15,000
511060	Postage	2,896	3,100	3,100	3,100
511070	Miscellaneous Office Supplies	7,854	7,850	7,850	7,850
511080	General Laboratory Supplies	0	600	600	600
511095	Small Technical & Scientific Equipment	764	3,300	3,300	3,300
511110	Fuel	13,353	14,286	14,286	13,031
511120	Clothing	824	0	0	0
511125	Food Supplies	2,216	792	792	1,000
511150	Miscellaneous Parts & Supplies	1,295	1,460	1,460	1,460
<b>Total</b>	<b>Supplies</b>	<b>33,566</b>	<b>63,593</b>	<b>63,593</b>	<b>65,186</b>
520100	Temporary Personnel Services	21,648	18,300	18,300	19,000
520104	Claims Payment Services	1,484,283	1,600,700	1,600,700	2,150,000
520108	Information Resource Services	0	225	225	225
520109	Medical Dental & Laboratory Services	410	100	100	100
520110	Management Consulting Services	42,785	83,088	83,088	83,088
520114	Miscellaneous Support Services	11,570	15,400	15,400	15,400
520115	Real Estate Lease/Office Rental	150,000	150,000	150,000	150,000
520119	Computer Eq/SW Mnt	10,368	24,500	24,500	29,500
520121	IT Application Svcs	39,091	35,561	35,561	35,854
520123	Vehicle & Motor Equipment Services	13,453	0	0	0
520515	Print Shop Services	4,887	12,115	12,115	12,115
520605	Advertising Services	700	2,500	2,500	3,300
520705	Insurance Fees	27	1,247	1,247	1,247
520765	Membership & Professional Fees	2,810	10,965	10,965	12,125
520805	Education & Training	64,686	31,910	31,910	32,060
520905	Travel - Training Related	0	3,700	3,700	4,000
520910	Travel - Non-Training Related	8,577	737	737	737
521605	Data Services	7,084	2,792	2,792	10,233

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Workers' Compensation  
 Business Area : Human Resources  
 Fund No./Bus. Area No. : 1011 / 8000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521610	Voice Services	16,857	31,050	31,050	27,088
521620	Voice Equipment	1,478	678	678	204
521625	Voice Labor	1,163	860	860	1,326
521630	GIS Revolving Fund Services	1,306	1,920	1,920	1,838
521635	Voice Services -Wireless	10,918	8,869	8,869	10,949
521715	Office Equipment Rental	5,490	6,427	6,427	6,427
521730	Parking Space Rental	14,925	14,226	14,226	14,226
521735	Hobby Parking Space Rental	2,325	5,400	5,400	5,400
522205	Metro Commuter Passes	7,891	20,538	20,538	20,538
522430	Misc Othr Svcs & Chrg	29,616	5,120	5,120	5,120
522605	Active Employee Incurred Claims	19,284,550	17,243,693	17,243,693	17,500,000
522721	Interfund HR Client Services	0	625	625	978
522722	KRONOS Service Chargeback	1,337	1,393	1,393	1,696
522845	Interfund Vehicle Services	7,763	16,521	16,521	22,515
<b>Total</b>	<b>Other Services and Charges</b>	<b>21,247,998</b>	<b>19,351,160</b>	<b>19,351,160</b>	<b>20,177,289</b>
560220	Vehicles	0	0	0	85,000
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85,000</b>
551010	Non-Cap Office Furniture & Equipment	268	2,000	2,000	2,000
551015	Non-Capital Computer Equipment	2,009	3,740	3,740	1,340
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>2,277</b>	<b>5,740</b>	<b>5,740</b>	<b>3,340</b>
<b>Grand Total Expenditures</b>		<b>23,634,489</b>	<b>22,198,046</b>	<b>22,198,046</b>	<b>23,668,048</b>



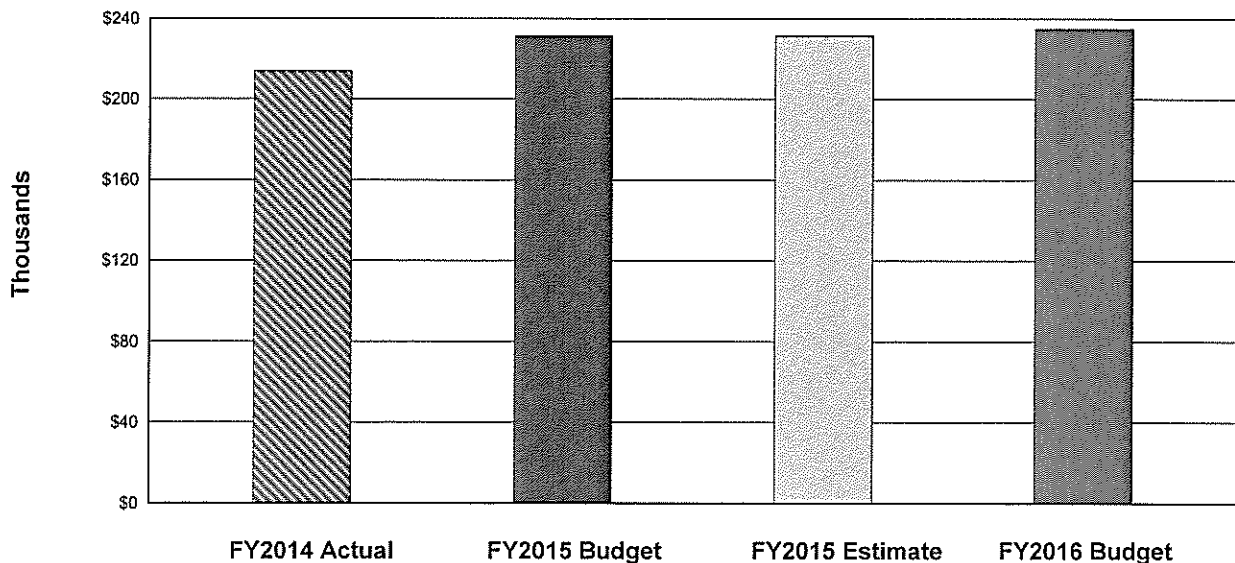
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Workers' Compensation  
**Business Area** : Legal  
**Fund No. /Bus. Area No.** : 1011 / 9000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	191,912	210,094	209,033	212,383
	Supplies	13,400	13,400	13,400	13,400
	Other Services and Charges	8,734	7,944	9,005	9,252
	Total M & O Expenditures	214,046	231,438	231,438	235,035
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	214,046	231,438	231,438	235,035
<b>Revenues</b>		214,046	0	0	0
<b>Staffing</b>	Full-Time Equivalents - Civilian	2.7	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	2.7	2.0	2.0	2.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
<b>Significant Budget Changes and Highlights</b>	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Continue providing the highest level services to the Workers' Compensation Benefits Program.				

**Workers' Compensation  
Legal  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Division Summary**

**Fund Name** : Workers' Compensation  
**Business Area** : Legal  
**Fund No. /Bus Area No.** : 1011 / 9000

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>LGL - Workers' Compensation Litigation 900013</b> 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.	2.7	214,046	2.0	231,438	2.0	235,035
<b>Total</b>	<b>2.7</b>	<b>214,046</b>	<b>2.0</b>	<b>231,438</b>	<b>2.0</b>	<b>235,035</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Workers' Compensation  
**Business Area :** Legal  
**Fund No./Bus. Area No. :** 1011 / 9000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
RECORDS TECHNICIAN	9	1.0	1.0	0.0
SENIOR ASSISTANT CITY ATTORNEY I	32	1.0	1.0	0.0
<b>Total FTEs</b>		<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>2.0</b>	<b>2.0</b>	<b>0.0</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name** : Workers' Compensation  
**Business Area** : Legal  
**Fund No./Bus. Area No.** : 1011 / 9000

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	131,674	135,784	135,841	135,955
501070	Pension - Civilian	30,790	34,435	34,449	37,197
501120	Termination Pay - Civilian	0	5,000	5,000	5,000
502010	FICA - Civilian	9,525	10,387	10,387	10,400
503010	Health Ins-Act Civilian	14,893	15,352	15,352	14,629
503015	Basic Life Insurance - Active Civilian	77	79	79	79
503060	Long Term Disability-Civilian	169	170	170	170
503090	Workers Compensation-Civilian-Admin	416	524	524	590
503100	Workers Compensation-Civilian-Claim	0	3,363	3,363	3,363
504030	Unemployment Claims - Administration	4,368	5,000	3,868	5,000
<b>Total</b>	<b>Personnel Services</b>	<b>191,912</b>	<b>210,094</b>	<b>209,033</b>	<b>212,383</b>
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
<b>Total</b>	<b>Supplies</b>	<b>13,400</b>	<b>13,400</b>	<b>13,400</b>	<b>13,400</b>
520114	Miscellaneous Support Services	3,400	3,400	3,400	3,400
520121	IT Application Svcs	0	0	858	542
520515	Print Shop Services	0	25	25	25
520765	Membership & Professional Fees	330	400	330	400
520805	Education & Training	0	1,000	1,000	1,000
520905	Travel - Training Related	0	100	100	100
521605	Data Services	0	0	270	738
521610	Voice Services	0	7	7	7
521630	GIS Revolving Fund Services	121	166	165	165
521730	Parking Space Rental	1,250	620	620	620
522205	Metro Commuter Passes	1,496	2,100	2,100	2,100
522721	Interfund HR Client Services	1,952	32	37	42
522722	KRONOS Service Chargeback	185	94	93	113
<b>Total</b>	<b>Other Services and Charges</b>	<b>8,734</b>	<b>7,944</b>	<b>9,005</b>	<b>9,252</b>
<b>Grand Total Expenditures</b>		<b>214,046</b>	<b>231,438</b>	<b>231,438</b>	<b>235,035</b>



**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name :** Central Service Revolving Fund  
**Fund No./Bus. Area No. :** 1002 / 2500 / 6400 / 6500 / 6800 / 7000 / 8000

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	204,966,921	203,154,949	203,884,960
Total Available Resources	<u>204,966,921</u>	<u>203,154,949</u>	<u>203,884,960</u>
Maintenance and Operations	204,313,185	202,501,213	203,231,224
Operating Transfers	653,736	653,736	653,736
Total Expenditures	<u>204,966,921</u>	<u>203,154,949</u>	<u>203,884,960</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>204,966,921</u></u>	<u><u>203,154,949</u></u>	<u><u>203,884,960</u></u>
<b>Fund Balance Distribution</b>			
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 FY2015 Budget, the FY2015 Estimate and the FY2016 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 Finance Department is responsible for administering the electricity and natural gas accounts for the City. They are also responsible for overseeing procurement contracts, forecasting, providing price certainty and financial reporting. The role of Energy Management is the responsibility of the General Services Department. 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.

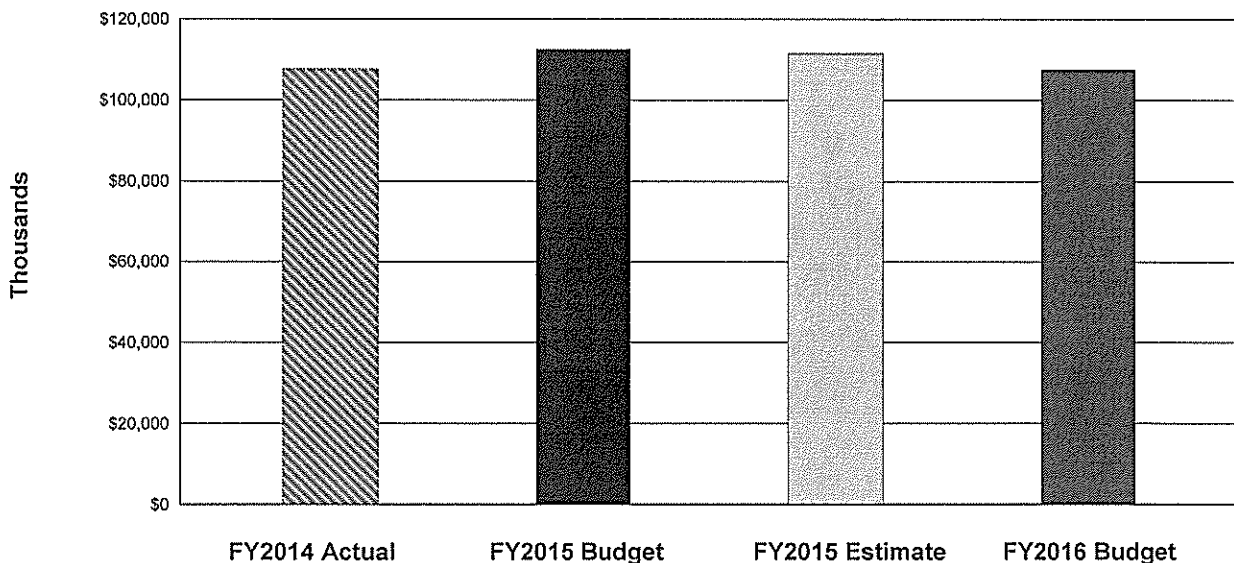
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : General Services  
 Fund No. /Bus. Area No. : 1002 / 2500

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	373,690	0	0	0
	Supplies	5,629	0	0	0
	Other Services and Charges	107,382,196	112,591,879	111,640,547	107,649,963
	Total M & O Expenditures	107,761,515	112,591,879	111,640,547	107,649,963
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	107,761,515	112,591,879	111,640,547	107,649,963
Revenues		107,761,515	112,591,879	111,640,547	107,649,963
Staffing	Full-Time Equivalents - Civilian	3.9	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	3.9	0.0	0.0	0.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o The City of Houston ranks #1 in REC (Renewable Energy Credits) purchases among municipalities and the nation.</li> <li>o As a result of recent low natural gas market prices, the City of Houston has locked lower rates for both natural gas and electricity in FY2016.</li> <li>o The City of Houston is listed eighth in the nation by the Environmental Protection Agency (EPA) for metropolitan areas with most buildings certified under the Energy Star Efficiency program.</li> </ul>				

**Central Service Revolving Fund  
General Services  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

Fund Name : Central Service Revolving Fund  
 Business Area : General Services  
 Fund No. /Bus. Area No. : 1002 / 2500

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Electricity Accounts Paid Electronically	F	68,543	72,000	66,120	66,360
Natural Gas Accounts Paid Electronically	F	4,786	4,850	4,740	4,800
Utility Management (Meter Applications, Connects and Disconnects)	I	905	260	260	280
Expenditures Budget vs Actual Utilization	F	97%	100%	99%	100%
Revenues Budget vs Actual Utilization	F	97%	100%	99%	100%

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

**FISCAL YEAR 2016 BUDGET**

## Division Summary

**Fund Name : Central Service Revolving Fund**

**Business Area : General Services**

Fund No. /Bus Area No. : 1002 / 2500

Division Description		FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
GSD - Energy Management	250004						
Provides support for citywide electricity and natural gas activities.		3.9	107,761,515	0.0	111,640,547	0.0	107,649,963
Total		3.9	107,761,515	0.0	111,640,547	0.0	107,649,963

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : General Services  
 Fund No./Bus. Area No. : 1002 / 2500

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
2500040001	GSD - Energy Mgmt.			
424110	Other Interfund Services	1,018,691	1,645,937	1,049,209
451030	Interfund Natural Gas	7,313,962	6,469,418	6,200,068
457060	Interfund Electricity	104,259,226	103,525,192	100,400,686
<b>Total</b>	<b>General Services</b>	<b>112,591,879</b>	<b>111,640,547</b>	<b>107,649,963</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : General Services  
 Fund No./Bus. Area No. : 1002 / 2500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	261,066	0	0	0
501070	Pension - Civilian	61,515	0	0	0
502010	FICA - Civilian	19,004	0	0	0
503010	Health Ins-Act Civilian	30,783	0	0	0
503015	Basic Life Insurance - Active Civilian	152	0	0	0
503060	Long Term Disability-Civilian	339	0	0	0
503090	Workers Compensation-Civilian-Admin	831	0	0	0
<b>Total</b>	<b>Personnel Services</b>	<b>373,690</b>	<b>0</b>	<b>0</b>	<b>0</b>
511045	Computer Supplies	3,630	0	0	0
511070	Miscellaneous Office Supplies	499	0	0	0
511130	Weapons Munitions & Supplies	1,500	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>5,629</b>	<b>0</b>	<b>0</b>	<b>0</b>
520105	Accounting & Auditing Services	16,800	0	0	0
520108	Information Resource Services	9,313	8,734	8,735	8,735
520110	Management Consulting Services	5,000	200,000	200,000	200,000
520510	Mail/Delivery Services	5	0	0	0
520765	Membership & Professional Fees	1,159	0	0	0
520805	Education & Training	480	0	0	0
521505	Electricity	100,923,043	104,259,226	104,152,437	100,400,686
521510	Natural Gas	6,423,985	7,313,962	6,469,418	6,200,068
521610	Voice Services	7	0	0	0
521630	GIS Revolving Fund Services	202	0	0	0
521905	Legal Services	0	41,266	41,266	50,000
522205	Metro Commuter Passes	262	0	0	0
522430	Misc Othr Svcs & Chrg	(79)	0	0	0
522721	Interfund HR Client Services	1,846	0	0	0
522722	KRONOS Service Chargeback	173	0	0	0
522795	Other Interfund Services	0	768,691	768,691	790,474
<b>Total</b>	<b>Other Services and Charges</b>	<b>107,382,196</b>	<b>112,591,879</b>	<b>111,640,547</b>	<b>107,649,963</b>
<b>Grand Total Expenditures</b>		<b>107,761,515</b>	<b>112,591,879</b>	<b>111,640,547</b>	<b>107,649,963</b>





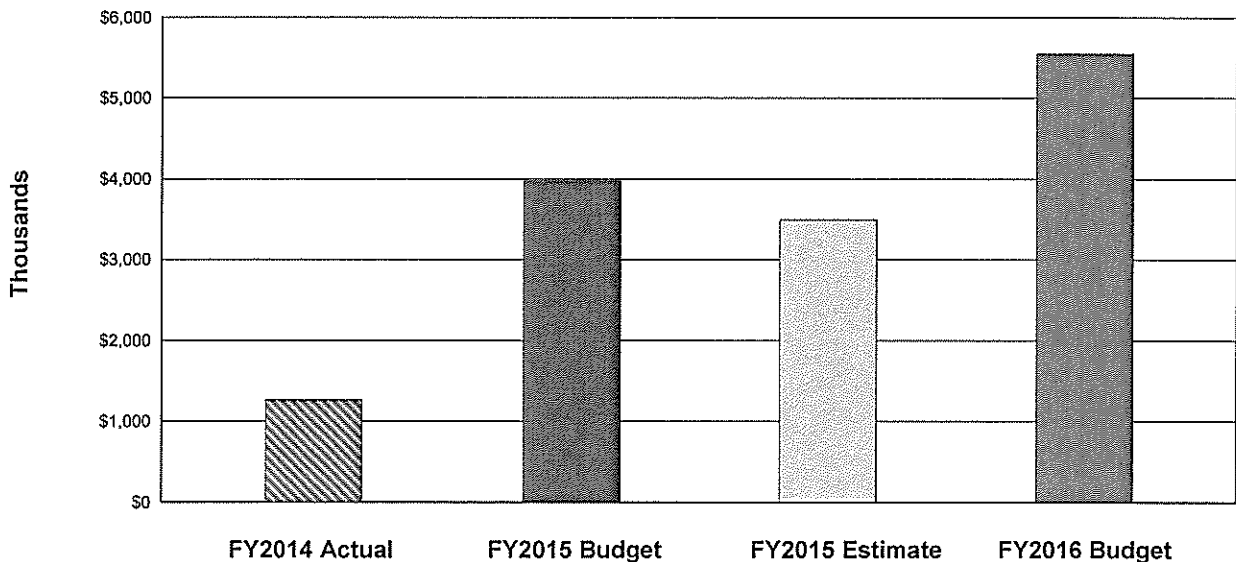
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Finance Department  
**Fund No. /Bus. Area No.** : 1002 / 6400

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	1,186,062	3,634,961	3,168,281	5,140,827
	Supplies	4,890	65,596	63,141	84,660
	Other Services and Charges	74,815	273,545	266,488	324,901
	Total M & O Expenditures	1,265,767	3,974,102	3,497,910	5,550,388
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	1,265,767	3,974,102	3,497,910	5,550,388
<b>Revenues</b>		1,265,767	3,974,102	3,497,910	5,550,388
<b>Staffing</b>	Full-Time Equivalents - Civilian	12.0	38.0	32.5	51.5
	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	12.0	38.0	32.5	51.5
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
<b>Significant Budget Changes and Highlights</b>	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o The FY2016 Budget includes funding for Fleet Management support previously reported in Fleet Management Fund (Fund 1005).</li> </ul>				

**Central Service Revolving Fund  
Finance Department  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Finance Department  
**Fund No. /Bus. Area No.** : 1002 / 6400

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Chargebacks Processed for Departments in 45 days	F	100%	100%	100%	100%
Client Department Expenditures Budget vs Actual Utilization	F	98%	98%	99%	98%
Collection Rate for EMS	F	32%	32%	34%	32%
Collection Rate of Vendor Managed Revenues	F	35%	35%	35%	35%
Cost per Invoice Processed	F	N/A	NA	NA	\$45
Invoice Payments Processed in 30 Days of Receipt	F	96%	95%	95%	95%
Expenditures Budget vs Actual Utilization	F	78%	100%	88%	100%
Revenues Budget vs Actual Utilization	F	78%	100%	88%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Central Service Revolving Fund</b> <b>Business Area : Finance Department</b> <b>Fund No. /Bus Area No. : 1002 / 6400</b>						
Division Description	FY2014 Actual FTEs      Costs \$	FY2015 Estimate FTEs      Costs \$	FY2016 Budget FTEs      Costs \$			
<b>Treasury and Capital Management 640003</b> The division coordinates and oversees the City's Capital Improvement Plan. There are dedicated specialists that provide customer service, capital planning and appropriation needs for Houston Information Technology Services, Houston Fire Department and Fleet Management Department.	0.7      71,844	2.0      196,458	3.0      303,334			
<b>Financial Planning &amp; Analysis 640004</b> The division is responsible for budget development and monitoring financial activities, revenue and expense analysis, as well as day-to-day departmental support of routine transactions for Houston Information Technology Services, Houston Fire Department, General Services Department-Energy Management and Fleet Management. In FY2015, Fleet Management was reported in Fund 1005.	4.0      587,896	10.8      1,368,475	17.5      2,232,301			
<b>Financial Reporting &amp; Operations 640005</b> The division provides centralized support in accounts payable, management and process review, analysis, and reporting services for Houston Information Technology, Houston Fire Department, General Services Department-Energy Management and Fleet Management Department. The division also provides accounts receivables & collections function for EMS activity in support of the Houston Fire Department.	5.3      429,604	13.6      1,374,156	20.0      1,975,104			
<b>Strategic Purchasing 640007</b> The division is responsible for all citywide IT related purchases via DIR or competitive/informal bid for Houston Information Technology Services, Fleet Management Department and the Houston Fire Department.	2.0      176,423	6.1      558,821	11.0      1,039,649			
<b>Total</b>	<b>12.0      1,265,767</b>	<b>32.5      3,497,910</b>	<b>51.5      5,550,388</b>			

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Central Service Revolving Fund  
**Business Area :** Finance Department  
**Fund No./Bus. Area No. :** 1002 / 6400

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT	17	3.0	4.0	1.0
ACCOUNTANT SUPERVISOR	24	0.0	1.0	1.0
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE ASSISTANT	17	1.0	2.0	1.0
ADMINISTRATIVE ASSOCIATE	13	1.0	1.0	0.0
BUYER	16	1.0	1.0	0.0
CUSTOMER SERVICE REP. II	15	2.0	2.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	1.5	2.0	0.5
DEPUTY DIRECTOR (EXEC)	34	0.5	0.5	0.0
DIVISION MANAGER	29	1.5	2.0	0.5
FINANCIAL ANALYST II	18	2.0	2.0	0.0
FINANCIAL ANALYST III	21	5.0	7.0	2.0
FINANCIAL ANALYST IV	25	1.5	5.0	3.5
GRADUATE ENGINEER	22	1.0	0.0	(1.0)
MANAGEMENT ANALYST II	18	1.0	1.0	0.0
MANAGEMENT ANALYST IV	25	2.0	1.0	(1.0)
PROCUREMENT SPECIALIST	24	4.0	7.0	3.0
SENIOR ACCOUNT CLERK	13	1.0	2.0	1.0
SENIOR ACCOUNTANT	20	1.0	1.0	0.0
SENIOR ASSISTANT CITY ATTORNEY II	35	1.0	1.0	0.0
SENIOR PROCUREMENT SPECIALIST	27	2.0	3.0	1.0
SENIOR STAFF ANALYST	28	3.0	3.0	0.0
STAFF ANALYST	26	1.0	2.0	1.0
<b>Total FTEs</b>		<b>38.0</b>	<b>51.5</b>	<b>13.5</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>38.0</b>	<b>51.5</b>	<b>13.5</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

**Fund Name :** Central Service Revolving Fund  
**Business Area :** Finance Department  
**Fund No./Bus. Area No. :** 1002 / 6400

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
6400030002 424110	Ctrl Srvs Capital Mgmt - HITS Other Interfund Services	115,919	115,919	117,397
6400030003 424110	Ctrl Srvs Capital Mgmt - Fleet Other Interfund Services	0	0	104,362
6400030004 424110	Ctrl Srvs Capital Mgmt - HFD Other Interfund Services	80,539	80,539	81,575
6400040001 424110	Financial Planning & Analysis Other Interfund Services	138,869	0	0
6400040002 424110	Central Svcs Fin Planning & Analysis - HITS Other Interfund Services	411,016	380,810	595,250
6400040003 424110	Central Svcs Fin Planning & Analysis - Fleet Other Interfund Services	0	0	495,617
6400040004 424110	Central Svcs Fin Planning & Analysis - Energy Other Interfund Services	594,185	522,402	625,589
6400040005 424110	Central Svcs Fin Planning & Analysis - HFD Other Interfund Services	486,493	465,263	515,845
6400050006 424110	Central Accounts Payable Other Interfund Services	515,521	378,521	520,950
6400050007 424110	Central AP - Fleet Management Other Interfund Services	0	0	452,264
6400050008 424110	CDBG Grant Other Interfund Services	84,887	80,761	76,022
6400050010 424110	Financial Reporting & Operations - HFD Other Interfund Services	200,518	200,518	207,713
6400050011 424110	Central Accounts Payable - GSD Other Interfund Services	174,506	174,506	176,120
6400070002 424110	Central Services SPD HITS Other Interfund Services	200,421	200,421	203,549
6400070003 424110	Central Services SPD Fleet Other Interfund Services	0	0	392,364
6400070004 424110	Central Services SPD HFD Other Interfund Services	438,613	358,400	443,736
6400090001 424110	ARC-Fire-EMS Other Interfund Services	532,615	539,850	542,035
<b>Total</b>	<b>Finance Department</b>	<b>3,974,102</b>	<b>3,497,910</b>	<b>5,550,388</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Central Service Revolving Fund  
**Business Area :** Finance Department  
**Fund No./Bus. Area No. :** 1002 / 6400

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	793,739	2,475,100	2,126,445	3,407,283
500030	Salary Part Time - Civilian	54,686	77,208	77,208	77,827
500060	Overtime - Civilian	224	0	0	0
501070	Pension - Civilian	185,346	629,866	539,626	932,227
501120	Termination Pay - Civilian	18,025	973	20,973	70,320
502010	FICA - Civilian	62,163	194,425	165,906	264,959
503010	Health Ins-Act Civilian	67,903	240,802	224,216	364,655
503015	Basic Life Insurance - Active Civilian	456	1,389	1,240	1,884
503060	Long Term Disability-Civilian	933	3,129	2,603	4,294
503090	Workers Compensation-Civilian-Admin	2,587	10,044	8,039	15,353
503100	Workers Compensation-Civilian-Claim	0	390	390	390
504030	Unemployment Claims - Administration	0	1,635	1,635	1,635
<b>Total</b>	<b>Personnel Services</b>	<b>1,186,062</b>	<b>3,634,961</b>	<b>3,168,281</b>	<b>5,140,827</b>
511045	Computer Supplies	776	12,565	12,565	12,765
511050	Paper & Printing Supplies	0	5,388	5,388	8,000
511055	Publications & Printed Materials	4,050	4,159	4,159	6,779
511060	Postage	0	3,398	3,398	3,500
511070	Miscellaneous Office Supplies	64	40,086	37,631	53,616
<b>Total</b>	<b>Supplies</b>	<b>4,890</b>	<b>65,596</b>	<b>63,141</b>	<b>84,660</b>
520100	Temporary Personnel Services	44,526	84,300	84,300	90,326
520110	Management Consulting Services	0	49,800	49,800	10,000
520114	Miscellaneous Support Services	0	4,837	4,837	5,837
520121	IT Application Svcs	8,465	8,800	8,800	17,828
520510	Mail/Delivery Services	112	312	312	440
520515	Print Shop Services	28	273	273	6,300
520765	Membership & Professional Fees	0	1,150	1,150	2,625
520805	Education & Training	420	33,987	32,412	48,282
520905	Travel - Training Related	3,606	13,300	10,800	16,600
521605	Data Services	81	0	0	180
521610	Voice Services	0	3,760	3,760	4,535
521630	GIS Revolving Fund Services	0	5,083	5,083	7,750
521635	Voice Services -Wireless	407	840	840	1,280
521715	Office Equipment Rental	690	1,192	824	2,000
521730	Parking Space Rental	1,268	6,173	6,100	8,200
521735	Hobby Parking Space Rental	3,750	9,658	9,300	13,638
522205	Metro Commuter Passes	3,386	10,775	10,848	19,659
522430	Misc Othr Svcs & Chrg	0	19,188	16,932	31,079
522721	Interfund HR Client Services	8,076	15,732	15,732	31,957
522722	KRONOS Service Chargeback	0	4,385	4,385	6,385
<b>Total</b>	<b>Other Services and Charges</b>	<b>74,815</b>	<b>273,545</b>	<b>266,488</b>	<b>324,901</b>
<b>Grand Total Expenditures</b>		<b>1,265,767</b>	<b>3,974,102</b>	<b>3,497,910</b>	<b>5,550,388</b>

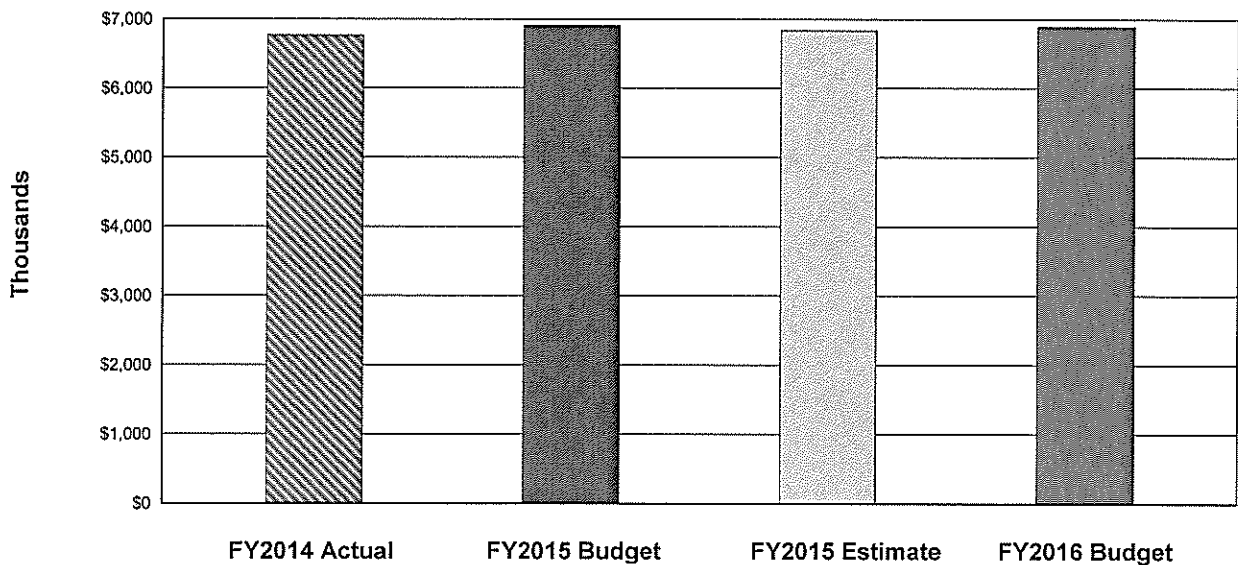
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Administration and Regulatory Affairs  
**Fund No. /Bus. Area No.** : 1002 / 6500

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Supplies	365,000	360,000	360,000	375,600
	Other Services and Charges	6,401,232	6,542,348	6,473,348	6,514,154
	Total M & O Expenditures	6,766,232	6,902,348	6,833,348	6,889,754
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	6,766,232	6,902,348	6,833,348	6,889,754
Revenues		6,766,232	6,902,348	6,833,348	6,889,754
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 FY2016 budget includes funding for W2 forms and 1095C forms introduced for the first time in 2015 under the Affordable Care Act.				

**Central Service Revolving Fund  
Administration and Regulatory Affairs  
Expenditure Summary**





**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Central Service Revolving Fund</b> <b>Business Area : Administration and Regulatory Affairs</b> <b>Fund No. /Bus Area No. : 1002 / 6500</b>							
<b>Division Description</b>	<b>FY2014 Actual</b>		<b>FY2015 Estimate</b>		<b>FY2016 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Central Services 650005</b> Provides a centralized service function for photo copier rental and postage for citywide operating departments. Administers service contracts and processes related service billings.	0.0	2,547,011	0.0	2,791,000	0.0	2,791,000	
<b>Print Shop 650006</b> Provides printing services to various departments including design, artwork, layout, offset printing/copying and a variety of finishing services. Provides cost effective high volume copying services through interlocal agreement with Houston Independent School District.	0.0	1,181,219	0.0	1,239,981	0.0	1,239,981	
<b>ARA - Payroll Services 650007</b> Manages the printing and distribution services of W-2 forms to all City employees.	0.0	904,538	0.0	10,470	0.0	17,600	
<b>Employee Transit 650009</b> Manages the City employees' Metro bus passes and parking program for Hobby Center, HoustonFirst (Tranquility, City Hall Annex, Lot H and Lot C) through charge back services in the Central Service Revolving Fund.	0.0	2,133,464	0.0	2,791,897	0.0	2,841,173	
<b>Total</b>	<b>0.0</b>	<b>6,766,232</b>	<b>0.0</b>	<b>6,833,348</b>	<b>0.0</b>	<b>6,889,754</b>	

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Administration and Regulatory Affairs  
**Fund No./Bus. Area No.** : 1002 / 6500

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>6500050002</b>	<b>ARA - Central Services</b>			
451040	Interfund Postage	360,000	360,000	360,000
457030	Interfund Billing & Collection Service	2,500,000	2,431,000	2,431,000
<b>6500060004</b>	<b>ARA - Print Shop</b>			
451020	Interfund Billing-Telephone	0	10	9
451060	Interfund Print Shop Operations	1,200,000	1,239,971	1,239,972
<b>6500070001</b>	<b>ARA - Payroll Services</b>			
452030	Miscellaneous Revenue	10,470	10,470	17,600
<b>6500090004</b>	<b>ARA - Employee Transit</b>			
447020	Garage Parking Revenue	1,211,878	985,532	1,034,808
447021	Hobby Garage Parking Revenue	370,000	480,000	480,000
447022	Metro Passes Revenue	1,250,000	1,326,365	1,326,365
<b>Total</b>	<b>Administration and Regulatory Affairs</b>	<b>6,902,348</b>	<b>6,833,348</b>	<b>6,889,754</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Central Service Revolving Fund  
**Business Area :** Administration and Regulatory Affairs  
**Fund No./Bus. Area No. :** 1002 / 6500

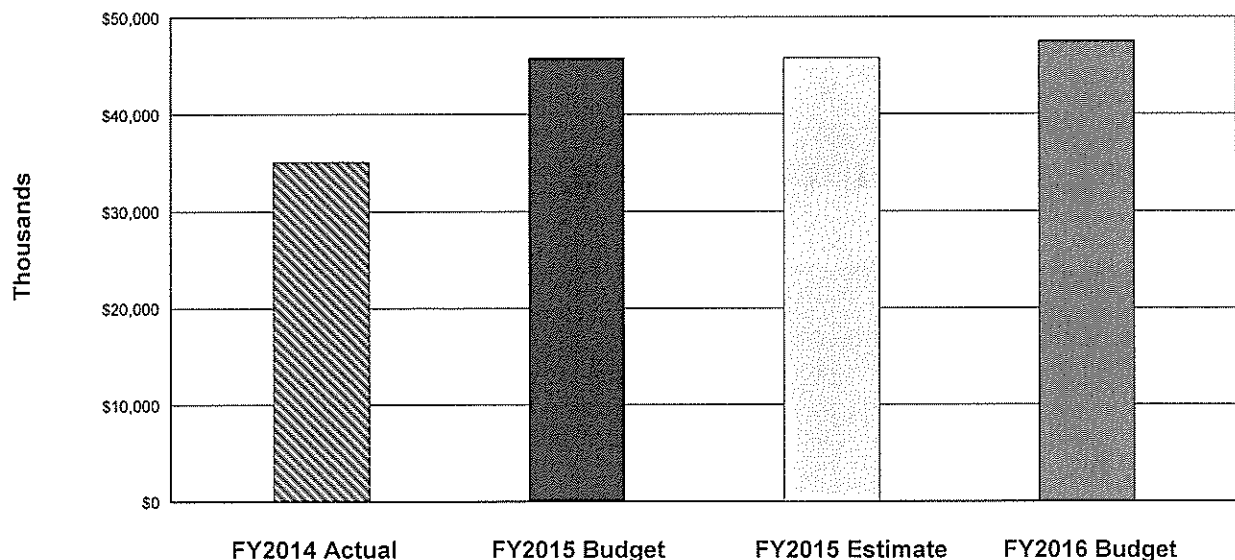
Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
511060	Postage	365,000	360,000	360,000	360,000
511070	Miscellaneous Office Supplies	0	0	0	15,600
<b>Total</b>	<b>Supplies</b>	<b>365,000</b>	<b>360,000</b>	<b>360,000</b>	<b>375,600</b>
520114	Miscellaneous Support Services	255,028	0	0	0
520119	Computer Eq/SW Mnt	640,041	0	0	0
520515	Print Shop Services	1,181,199	1,199,990	1,239,971	1,239,972
520520	Printing & Reproduction Services	9,469	10,470	10,470	2,000
521605	Data Services	17	0	0	0
521610	Voice Services	3	10	10	9
521715	Office Equipment Rental	2,182,011	2,500,000	2,431,000	2,431,000
521730	Parking Space Rental	1,017,753	1,211,878	985,532	1,034,808
521735	Hobby Parking Space Rental	387,721	370,000	480,000	480,000
522205	Metro Commuter Passes	727,990	1,250,000	1,326,365	1,326,365
<b>Total</b>	<b>Other Services and Charges</b>	<b>6,401,232</b>	<b>6,542,348</b>	<b>6,473,348</b>	<b>6,514,154</b>
<b>Grand Total Expenditures</b>		<b>6,766,232</b>	<b>6,902,348</b>	<b>6,833,348</b>	<b>6,889,754</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

Fund Name		Central Service Revolving Fund				
Business Area		Houston Information Technology Services				
Fund No. /Bus. Area No.		1002 / 6800	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	6,054,501	6,380,747	6,380,747	6,897,722	
	Supplies	137,312	71,636	71,636	163,390	
	Other Services and Charges	27,966,966	38,197,807	38,197,807	39,383,190	
	Equipment	263,720	480,520	480,520	369,720	
	Non-Capital Equipment	30,977	50,000	50,000	60,000	
	Total M & O Expenditures	34,453,476	45,180,710	45,180,710	46,874,022	
	Debt Service & Other Uses	653,736	653,736	653,736	653,736	
	Total Expenditure	35,107,212	45,834,446	45,834,446	47,527,758	
Revenues		35,107,212	45,834,446	45,834,446	47,527,758	
Staffing	Full-Time Equivalents - Civilian	47.5	53.7	53.7	56.0	
	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	47.5	53.7	53.7	56.0	
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0	
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.					
	o The FY2016 Budget includes support for: - Infor Enterprise Software and Hosting Solution - E-Discovery Records Management including: Archiving, Governance and Compliance - Microsoft Licensing for the SAP Employee Self Service (ESS) and Manager Self Service (MSS) Environment - Telephone Expense Management (TEM) Software Upgrade - Microsoft Enterprise Licenses Agreement moved from CIP to Operating - Phonoscope Circuit Upgrades and Additions to support the Records Management System (RMS), Court System for Management of Resources and Technology (CSMART), and Internet Protocol (IP) Telephony - Payment Card Industry (PCI) Compliance Initiative - Transfer of PWE's wireless devices' payment processing to HITS - Hexis Cyber Solutions (Security Threat Monitoring for the City's Information Technology Systems)					

**Central Service Revolving Fund  
Houston Information Technology Services  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

Division Summary							
<b>Fund Name : Central Service Revolving Fund</b> <b>Business Area : Houston Information Technology Services</b> <b>Fund No. /Bus Area No. : 1002 / 6800</b>							
Division Description	FY2014 Actual FTEs	FY2014 Actual Costs \$	FY2015 Estimate FTEs	FY2015 Estimate Costs \$	FY2016 Budget FTEs	FY2016 Budget Costs \$	
<b>HITS - Director's Office Group 680001</b> 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 the Chief Information Security Office (CISO) with the mission of information security operations, governance, architecture, and cyber threat analysis to assist in ensuring citywide compliance.	0.7	3,356,448	2.0	4,782,038	3.0	5,354,075	
<b>HITS - Applications 680002</b> Provides solutions for business processes to City departments and responsible for implementing and supporting enterprise systems such as Enterprise Resource Planning (ERP), commercial off-the-shelf applications like 3-1-1, Fleet, the Contact Center, EGIS, as well as custom developed solutions. Manages the citywide scorecard project and data warehouse management.	10.8	6,585,230	19.0	9,235,499	20.0	9,625,434	
<b>HITS - Infrastructure Group 680003</b> Provides help desk/field support for citywide applications. Manages the City's network/telecommunications infrastructure, internet access and remote connectivity to ensure reliability. Manages server platforms, storage systems, data center facilities, server rooms, e-mail, communication systems, and system management tools.	1.0	19,093,375	4.0	25,875,541	4.0	26,415,720	
<b>HITS - Public Safety 680005</b> Management of the City's new 700MHz Radio Interoperability Project. This new system improves citywide communications and provides for inter-agency interoperability between City, County, Regional, State and Federal Agencies.  HEC - IT - Provides management of the Houston Emergency Center and facilitation of public education.	0.5	0	22.7	4,398,127	22.7	4,511,220	
<b>HITS - Consulting Services 680006</b> Manages operational costs associated with the Court System for Management of Resources and Technology (CSMART). The operational costs include server operation system management, payment and image system management, scanning control and data base management.	25.2	5,013,154	1.0	770,591	0.0	678,600	

**FISCAL YEAR 2016 BUDGET**

Division Summary							
Fund Name : Central Service Revolving Fund Business Area : Houston Information Technology Services Fund No. /Bus Area No. : 1002 / 6800							
Division Description		FY2014 Actual		FY2015 Estimate		FY2016 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>HITS - Project Group</b> <span style="float: right;"><b>680007</b></span> Provides support to accounts receivable collection, accounts payable improvement, the citywide scorecard project and data warehouse management. Provides citywide project management services.		9.3	1,059,005	5.0	772,650	6.3	942,709
<b>Total</b>		<b>47.5</b>	<b>35,107,212</b>	<b>53.7</b>	<b>45,834,446</b>	<b>56.0</b>	<b>47,527,758</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Central Service Revolving Fund  
**Business Area :** Houston Information Technology Services  
**Fund No./Bus. Area No. :** 1002 / 6800

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	0.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
ASSIST. DIRECTOR-C & E FACILITIES (EXEC)	32	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	0.0	(1.0)
CENTRAL NETWORK ADMINISTRATOR	26	1.0	1.0	0.0
CUSTOMER SERVICE REP. III	16	0.0	1.0	1.0
DEPUTY DIRECTOR (EXEC)	34	2.7	2.7	0.0
GIS MANAGER	29	1.0	1.0	0.0
GIS SUPERVISOR	26	3.0	3.0	0.0
INFORMATION SYSTEMS ADMINISTRATOR	30	2.0	2.0	0.0
IRM MANAGER	29	1.0	1.0	0.0
IT PROJECT MANAGER	28	2.0	2.0	0.0
OPERATIONS MANAGER	27	3.0	3.0	0.0
PROGRAMMER ANALYST III	22	1.0	1.0	0.0
PROGRAMMER ANALYST IV	25	2.0	1.0	(1.0)
SENIOR CENTRAL NETWORK ADMINISTRATOR	28	1.0	1.0	0.0
SENIOR ERP BUSINESS SYSTEMS ANALYST	26	1.0	1.0	0.0
SENIOR GIS ANALYST	24	1.0	1.0	0.0
SENIOR IT PROJECT MANAGER (EXEC)	30	2.0	2.0	0.0
SENIOR MICROCOMPUTER ANALYST	23	6.0	6.0	0.0
SENIOR STAFF ANALYST	28	3.0	4.0	1.0
SENIOR STAFF ANALYST (EXEC)	28	0.0	1.0	1.0
STAFF ANALYST	26	1.0	2.3	1.3
SYSTEMS CONSULTANT	26	5.0	6.0	1.0
SYSTEMS SUPPORT ANALYST II	19	1.0	0.0	(1.0)
SYSTEMS SUPPORT ANALYST III	22	5.0	4.0	(1.0)
SYSTEMS SUPPORT ANALYST IV	25	4.0	3.0	(1.0)
TECHNICAL HARDWARE ANALYST II	21	1.0	1.0	0.0
TECHNICAL HARDWARE ANALYST III	23	2.0	2.0	0.0
WEB DESIGNER	21	1.0	1.0	0.0
<b>Total FTEs</b>		<b>55.7</b>	<b>56.0</b>	<b>0.3</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>2.0</b>	<b>0.0</b>	<b>(2.0)</b>
<b>Full-Time Equivalents</b>		<b>53.7</b>	<b>56.0</b>	<b>2.3</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : Houston Information Technology Services  
 Fund No./Bus. Area No. : 1002 / 6800

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>6800010001</b>	<b>HITS - Director's Office</b>			
424100	Intfd IT Network Svc	3,390,477	3,390,477	3,071,804
457020	Interfund Communication Equip Repair	800,000	800,000	1,250,000
<b>6800010003</b>	<b>HITS - Cyber Security</b>			
424100	Intfd IT Network Svc	533,443	533,443	739,697
457020	Interfund Communication Equip Repair	275,000	275,000	292,574
<b>6800020001</b>	<b>HITS - Enterprise Applications</b>			
424100	Intfd IT Network Svc	1,413,167	1,413,167	1,415,069
<b>6800020003</b>	<b>HITS - Enterprise Application-311 Support</b>			
424100	Intfd IT Network Svc	987,031	987,031	1,003,586
<b>6800020004</b>	<b>HITS - ERP Team</b>			
424100	Intfd IT Network Svc	3,261,501	3,261,501	3,599,109
<b>6800020005</b>	<b>HITS - EGIS</b>			
457090	ENT-Geographic Information System	2,961,353	2,961,353	2,923,685
<b>6800020006</b>	<b>HITS - Data Management Services</b>			
424110	Other Interfund Services	692,172	692,172	683,985
<b>6800030001</b>	<b>HITS - Client Services</b>			
451020	Interfund Billing-Telephone	200,000	200,000	200,000
457020	Interfund Communication Equip Repair	360,670	360,670	360,670
<b>6800030004</b>	<b>HITS - Network Data Services</b>			
457020	Interfund Communication Equip Repair	1,885,000	1,885,000	1,700,000
<b>6800030005</b>	<b>HITS - Network Voice Services</b>			
424100	Intfd IT Network Svc	127,538	127,538	128,502
451020	Interfund Billing-Telephone	15,171,340	15,171,340	14,692,168
457020	Interfund Communication Equip Repair	2,732,612	2,732,612	3,514,944
<b>6800030007</b>	<b>HITS - Enterprise Operations</b>			
424100	Intfd IT Network Svc	3,333,737	3,333,737	3,804,862
424110	Other Interfund Services	88,517	88,517	75,897
457020	Interfund Communication Equip Repair	1,855,658	1,855,658	1,938,677
<b>6800050002</b>	<b>HITS- HEC</b>			
424110	Other Interfund Services	4,275,703	4,275,703	4,511,220
<b>6800060004</b>	<b>HITS - Consulting Public Services</b>			
424100	Intfd IT Network Svc	678,600	678,600	678,600
<b>6800060006</b>	<b>HITS - Consulting Public Administration</b>			
424110	Other Interfund Services	91,974	91,974	0
<b>6800070001</b>	<b>HITS - Project Management Office</b>			
424100	Intfd IT Network Svc	718,953	718,953	942,709
<b>Total</b>	<b>Houston Information Technology Services</b>	<b>45,834,446</b>	<b>45,834,446</b>	<b>47,527,758</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Central Service Revolving Fund  
**Business Area :** Houston Information Technology Services  
**Fund No./Bus. Area No. :** 1002 / 6800

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	4,207,189	4,370,700	4,370,700	4,717,464
500030	Salary Part Time - Civilian	36,918	0	0	0
500060	Overtime - Civilian	99	555	555	0
500210	Pay for Performance-Municipal	5,000	0	0	0
501070	Pension - Civilian	980,190	1,107,859	1,107,859	1,290,700
501120	Termination Pay - Civilian	9,574	4,722	4,722	0
502010	FICA - Civilian	311,395	332,258	332,258	356,658
503010	Health Ins-Act Civilian	464,785	520,363	520,363	487,721
503015	Basic Life Insurance - Active Civilian	2,466	3,610	3,610	2,732
503040	Health/Life Ins.Ret-Classified	6,986	7,000	7,000	7,000
503050	Health/Life Insurance - Retiree Civilian	14,148	13,000	13,000	13,000
503060	Long Term Disability-Civilian	4,229	4,849	4,849	4,770
503090	Workers Compensation-Civilian-Admin	10,727	14,676	14,676	16,557
504030	Unemployment Claims - Administration	795	1,155	1,155	1,120
<b>Total</b>	<b>Personnel Services</b>	<b>6,054,501</b>	<b>6,380,747</b>	<b>6,380,747</b>	<b>6,897,722</b>
511025	Electrical Hardware & Parts	0	2,000	2,000	2,000
511040	Audiovisual Supplies	5,421	10,000	10,000	10,000
511045	Computer Supplies	105,058	33,616	33,616	114,416
511050	Paper & Printing Supplies	2,131	2,000	2,000	2,000
511055	Publications & Printed Materials	3,139	3,320	3,320	3,320
511060	Postage	29	500	500	500
511070	Miscellaneous Office Supplies	16,591	8,200	8,200	12,154
511115	Vehicle Repair & Maintenance Supplies	0	0	0	5,000
511120	Clothing	0	0	0	2,000
511145	Small Tools & Minor Equipment	0	2,000	2,000	2,000
511150	Miscellaneous Parts & Supplies	4,943	10,000	10,000	10,000
<b>Total</b>	<b>Supplies</b>	<b>137,312</b>	<b>71,636</b>	<b>71,636</b>	<b>163,390</b>
520100	Temporary Personnel Services	0	90,000	90,000	0
520107	Computer Info/Contr	438,091	644,350	644,350	44,350
520110	Management Consulting Services	0	789,785	789,786	604,619
520119	Computer Eq/SW Mnt	2,232,934	2,462,560	2,462,560	2,538,704
520120	Communications Equipment Services	0	15,600	15,600	15,600
520121	IT Application Svcs	5,714,971	8,402,582	8,402,582	9,724,155
520122	Office Equipment Services	0	8,697	8,697	8,697
520123	Vehicle & Motor Equipment Services	0	1,030	1,030	1,030
520124	Other Equipment Services	29,289	0	0	0
520126	Construction Site Work Services	(38,526)	0	0	0
520510	Mail/Delivery Services	0	1,000	1,000	1,000
520515	Print Shop Services	781	0	0	0
520520	Printing & Reproduction Services	0	1,000	0	1,000
520755	Contingency	0	29,487	47,864	213,972
520765	Membership & Professional Fees	579	4,000	4,000	4,000
520805	Education & Training	22,737	61,958	61,958	98,518
520905	Travel - Training Related	3,893	17,484	17,484	17,484
520910	Travel - Non-Training Related	66	5,000	5,000	5,000
521405	Building Maintenance Services	0	5,000	5,000	40,000
521605	Data Services	5,083,715	7,327,771	7,327,770	8,156,865

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : Houston Information Technology Services  
 Fund No./Bus. Area No. : 1002 / 6800

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521610	Voice Services	11,304,025	12,074,702	12,074,702	12,262,216
521620	Voice Equipment	174,106	399,161	399,161	120,000
521625	Voice Labor	477,674	506,051	506,051	780,000
521630	GIS Revolving Fund Services	7,682	36,792	36,792	36,146
521635	Voice Services -Wireless	1,548,639	3,296,638	3,296,638	2,629,952
521725	Other Rental	2,372	0	0	0
521730	Parking Space Rental	900	1,000	1,000	1,000
521735	Hobby Parking Space Rental	900	2,700	2,700	2,700
522205	Metro Commuter Passes	3,587	4,773	4,773	4,773
522305	Freight Charges	0	500	500	500
522430	Misc Othr Svcs & Chrg	5,506	26,018	8,641	17,554
522721	Interfund HR Client Services	39,744	56,916	56,916	56,468
522722	KRONOS Service Chargeback	1,178	3,956	3,956	2,997
522795	Other Interfund Services	912,123	1,921,296	1,921,296	1,993,890
<b>Total</b>	<b>Other Services and Charges</b>	<b>27,966,966</b>	<b>38,197,807</b>	<b>38,197,807</b>	<b>39,383,190</b>
560210	Furniture Fixtures and Equipment	69,040	0	0	0
560230	Computer HW and Developed SW	194,680	480,520	480,520	369,720
<b>Total</b>	<b>Equipment</b>	<b>263,720</b>	<b>480,520</b>	<b>480,520</b>	<b>369,720</b>
551015	Non-Capital Computer Equipment	30,977	20,000	20,000	20,000
551040	Non-Capital Other	0	30,000	30,000	40,000
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>30,977</b>	<b>50,000</b>	<b>50,000</b>	<b>60,000</b>
532020	Transfers to Capital Projects	653,736	653,736	653,736	653,736
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>653,736</b>	<b>653,736</b>	<b>653,736</b>	<b>653,736</b>
<b>Grand Total Expenditures</b>		<b>35,107,212</b>	<b>45,834,446</b>	<b>45,834,446</b>	<b>47,527,758</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

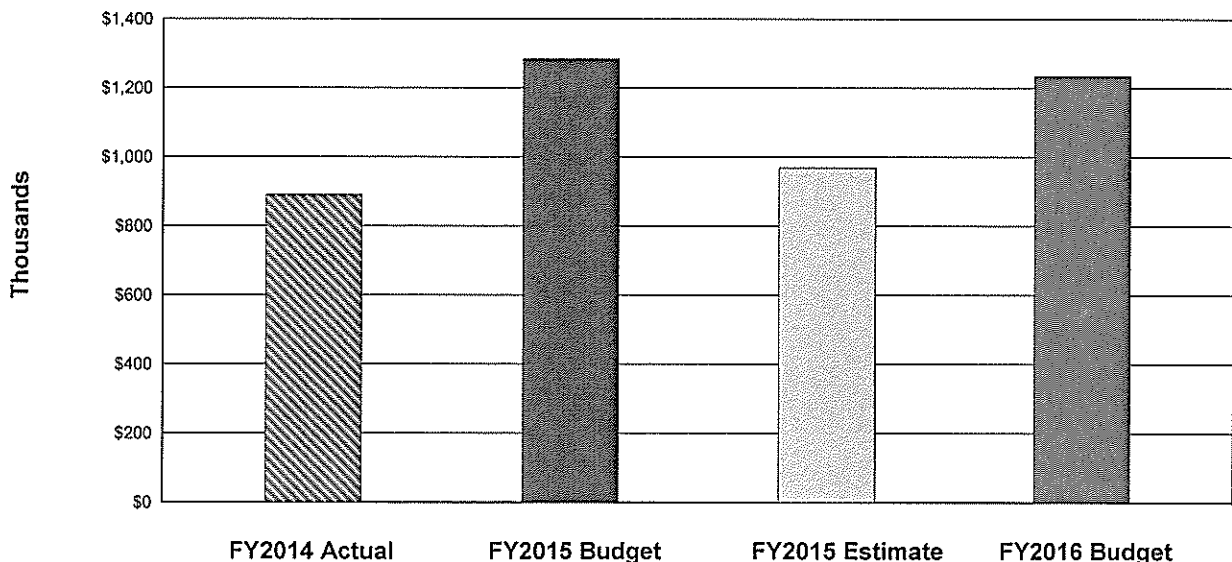
**Fund Name : Central Service Revolving Fund**

**Business Area : Planning & Development**

**Fund No. /Bus. Area No. : 1002 / 7000**

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	809,883	1,016,950	792,769	973,519
	Supplies	2,683	21,996	11,980	21,996
	Other Services and Charges	78,299	245,314	164,063	238,437
	Total M & O Expenditures	890,865	1,284,260	968,812	1,233,952
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	890,865	1,284,260	968,812	1,233,952
<b>Revenues</b>		890,865	1,284,260	968,812	1,233,952
<b>Staffing</b>	Full-Time Equivalents - Civilian	11.6	11.5	8.7	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	11.6	11.5	8.7	10.5
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
<b>Significant Budget Changes and Highlights</b>	o The FY2016 Budget provides funding for health benefits and pension contribution.				

**Central Service Revolving Fund  
Planning & Development  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus. Area No.** : 1002 / 7000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Subdivision Plats assigned addresses prior to planning commission approval	P,I,Q	30%	35%	35%	40%
Expenditures Budget vs Actual Utilization	F	87%	100%	75%	100%
Revenues Budget vs Actual Utilization	F	87%	100%	75%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Central Service Revolving Fund</b> <b>Business Area : Planning &amp; Development</b> <b>Fund No. /Bus Area No. : 1002 / 7000</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>PD - GIS Services 700002</b> The EGIS Revolving Fund work group creates and maintains the City's underlying geospatial data for all departments and applications.  The group also: Coordinates with emergency providers within the city, county, and regional agencies to ensure accurate, effective emergency services. Provides mapping and analysis for data, training, testing and debugging to ensure product quality.	11.6	890,865	8.7	968,812	10.5	1,233,952
<b>Total</b>	<b>11.6</b>	<b>890,865</b>	<b>8.7</b>	<b>968,812</b>	<b>10.5</b>	<b>1,233,952</b>

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**FISCAL YEAR 2016 BUDGET**

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**Business Area Roster Summary**

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**Fund Name** : Central Service Revolving Fund  
**Business Area** : Planning & Development  
**Fund No./Bus. Area No.** : 1002 / 7000

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<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
GIS ANALYST	20	7.0	5.0	(2.0)
GIS MANAGER	29	0.5	0.5	0.0
GIS SUPERVISOR	26	1.0	1.0	0.0
SENIOR GIS ANALYST	24	0.0	1.0	1.0
SENIOR GIS TECHNICIAN	17	3.0	3.0	0.0
<b>Total FTEs</b>		<b>11.5</b>	<b>10.5</b>	<b>(1.0)</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>11.5</b>	<b>10.5</b>	<b>(1.0)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : Planning & Development  
 Fund No./Bus. Area No. : 1002 / 7000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
7000020001	PD - GIS Services			
457090	ENT-Geographic Information System	781,705	533,148	726,122
7000020002	PD - GIS HEC			
424110	Other Interfund Services	502,555	435,664	507,830
Total	Planning & Development	<u>1,284,260</u>	<u>968,812</u>	<u>1,233,952</u>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Planning & Development  
**Fund No./Bus. Area No.** : 1002 / 7000

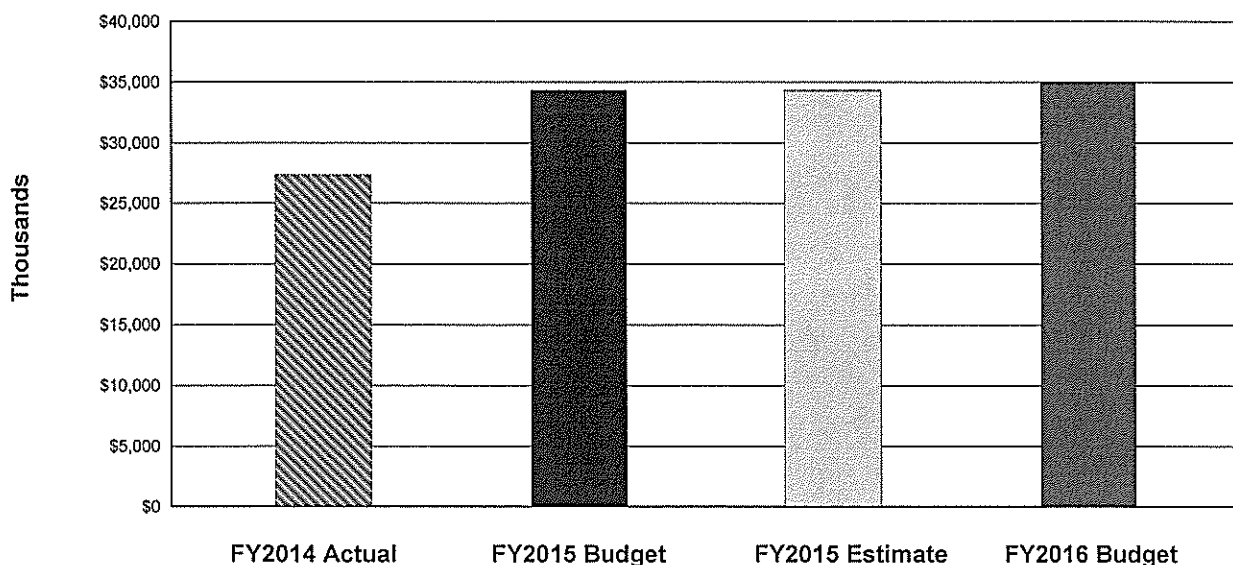
<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	560,541	678,819	541,739	644,170
500030	Salary Part Time - Civilian	4,009	0	0	0
500060	Overtime - Civilian	61	0	0	0
500110	Bilingual Pay - Civilian	904	904	904	904
501070	Pension - Civilian	131,258	172,149	137,555	176,243
501120	Termination Pay - Civilian	7,544	15,000	15,000	15,000
502010	FICA - Civilian	42,030	51,998	41,350	49,347
503010	Health Ins-Act Civilian	60,075	93,510	51,651	83,274
503015	Basic Life Insurance - Active Civilian	330	380	380	356
503060	Long Term Disability-Civilian	832	985	985	908
503090	Workers Compensation-Civilian-Admin	2,299	3,035	3,035	3,147
504030	Unemployment Claims - Administration	0	170	170	170
<b>Total</b>	<b>Personnel Services</b>	<b>809,883</b>	<b>1,016,950</b>	<b>792,769</b>	<b>973,519</b>
511045	Computer Supplies	2,683	20,016	10,000	20,016
511055	Publications & Printed Materials	0	180	180	180
511070	Miscellaneous Office Supplies	0	1,800	1,800	1,800
<b>Total</b>	<b>Supplies</b>	<b>2,683</b>	<b>21,996</b>	<b>11,980</b>	<b>21,996</b>
520100	Temporary Personnel Services	38,473	64,000	37,000	64,000
520107	Computer Info/Contr	20,550	111,000	61,000	100,123
520119	Computer Eq/SW Mnt	8,900	8,900	8,900	8,900
520765	Membership & Professional Fees	1,000	2,250	2,250	2,250
520805	Education & Training	0	10,000	1,365	5,616
520905	Travel - Training Related	3,287	5,616	10,000	10,000
521630	GIS Revolving Fund Services	0	22,906	22,906	22,906
521735	Hobby Parking Space Rental	600	2,700	2,700	2,700
522205	Metro Commuter Passes	1,134	7,434	7,434	11,434
522721	Interfund HR Client Services	4,262	10,044	10,044	10,044
522722	KRONOS Service Chargeback	93	464	464	464
<b>Total</b>	<b>Other Services and Charges</b>	<b>78,299</b>	<b>245,314</b>	<b>164,063</b>	<b>238,437</b>
<b>Grand Total Expenditures</b>		<b>890,865</b>	<b>1,284,260</b>	<b>968,812</b>	<b>1,233,952</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Central Service Revolving Fund</b>			
<b>Business Area</b> :		<b>Human Resources</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1002 / 8000</b>			
		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	11,558,662	13,112,787	13,006,302	13,279,112
	Supplies	48,617	88,811	76,531	66,465
	Other Services and Charges	15,717,737	21,123,138	21,259,109	21,661,068
	Non-Capital Equipment	41,072	55,150	37,944	26,500
	Total M & O Expenditures	27,366,088	34,379,886	34,379,886	35,033,145
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	27,366,088	34,379,886	34,379,886	35,033,145
Revenues		27,366,088	34,379,886	34,379,886	35,033,145
Staffing	Full-Time Equivalents - Civilian	124.8	151.0	151.0	153.0
	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	124.8	151.0	151.0	153.0
	Full-Time Equivalents - Overtime	0.0	0.1	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contributions.</li> <li>o Provides HR services (employee relations, benefits support, retirement, staffing, succession planning, monitoring of legal compliance, reporting and transactional duties). HR to employee ratio is 1:114.</li> <li>o Through prudent management, the Client Relations section was able to resolve 84% of grievance cases at the department level.</li> <li>o The rollout of the KRONOS Workforce Absence Manager module in FY2016 will ensure consistent enforcement of attendance policies. The Family and Medical Leave Act (FMLA) will be tracked to ensure compliance with the law as well as standardization throughout the City.</li> <li>o The replacement of the existing aged web based system will further promote administration efficiency by reducing paper usage, and improving service delivery, through record keeping and management reports.</li> </ul>				

**Central Service Revolving Fund  
Human Resources  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

Fund Name : Central Service Revolving Fund  
 Business Area : Human Resources  
 Fund No. /Bus. Area No. : 1002 / 8000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Classified Recruiting Events	J	779	600	500	500
Temporary Employee FTEs (average)	F	303	360	425	408
Temporary Employee Hours Worked	F	632,191	750,000	885,000	850,000
Expenditures Budget vs Actual Utilization	F	98%	100%	100%	100%
Revenues Budget vs Actual Utilization	F	98%	100%	100%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Central Service Revolving Fund</b> <b>Business Area : Human Resources</b> <b>Fund No. /Bus Area No. : 1002 / 8000</b>							
<b>Division Description</b>	<b>FY2014 Actual FTEs</b>	<b>FY2014 Actual Costs \$</b>	<b>FY2015 Estimate FTEs</b>	<b>FY2015 Estimate Costs \$</b>	<b>FY2016 Budget FTEs</b>	<b>FY2016 Budget Costs \$</b>	
<b>Temporary Employee Services 800011</b> Program is utilized by all departments as a vital component of the staffing strategy for peak load, pilot programs, grants, citywide events and special needs. The city uses 300-500 temporary employees at any given time in diverse classifications: professional/technical, IT, administrative and service/maintenance.	4.0	14,438,404	4.0	19,818,222	4.0	18,001,238	
<b>HR Client Relations Division 800020</b> A consolidated entity that originates and leads Human Resources practices and objectives. The division fosters an employee-oriented, high performance culture that emphasizes goal attainment, team spirit, superior customer service, quality work, high efficiency and productivity.	120.8	11,264,228	129.0	12,751,360	130.0	14,995,695	
<b>Learning and Development Center 800030</b> The Learning and Development Center is an employee performance improvement organization that provides ongoing learning and development opportunities for employees to better serve the City of Houston's constituencies through the active acquisition and application of value-added knowledge, skills and abilities. The division also provides the LIP and CAPS program.	0.0	1,663,456	18.0	1,810,304	19.0	2,036,212	
<b>Total</b>	<b>124.8</b>	<b>27,366,088</b>	<b>151.0</b>	<b>34,379,886</b>	<b>153.0</b>	<b>35,033,145</b>	

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Central Service Revolving Fund  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 1002 / 8000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATION MANAGER	26	0.0	2.0	2.0
ADMINISTRATIVE AIDE	10	0.0	1.0	1.0
ADMINISTRATIVE ASSISTANT	17	10.0	10.0	0.0
ADMINISTRATIVE ASSOCIATE	13	5.0	4.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	4.0	5.0	1.0
ADMINISTRATIVE SPECIALIST	20	5.0	7.0	2.0
ADMINISTRATIVE SUPERVISOR	22	1.0	0.0	(1.0)
BUYER	16	1.0	1.0	0.0
DEPUTY DIRECTOR (EXEC)	34	1.0	1.0	0.0
DIVISION MANAGER	29	7.0	7.0	0.0
EXECUTIVE RECRUITER	27	0.0	1.0	1.0
HUMAN RESOURCES ASSISTANT	13	5.0	4.0	(1.0)
HUMAN RESOURCES GENERALIST	17	17.0	18.0	1.0
HUMAN RESOURCES MANAGER	27	20.0	18.0	(2.0)
HUMAN RESOURCES SUPERVISOR	24	7.0	5.0	(2.0)
HUMAN RESOURCES TECHNICIAN	12	1.0	0.0	(1.0)
MANAGEMENT ANALYST II	18	2.0	1.0	(1.0)
SENIOR ACCOUNT CLERK	13	2.0	2.0	0.0
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	0.0
SENIOR HUMAN RESOURCES GENERALIST	21	44.0	50.0	6.0
SENIOR HUMAN RESOURCES SPECIALIST	21	4.0	0.0	(4.0)
SENIOR STAFF ANALYST	28	2.0	3.0	1.0
SENIOR TRAINER	21	6.0	4.0	(2.0)
STAFF ANALYST	26	4.0	4.0	0.0
TRAINER	17	0.0	2.0	2.0
TRAINING ADMINISTRATOR	24	1.0	2.0	1.0
TRAINING COORDINATOR	24	1.0	0.0	(1.0)
<b>Total FTEs</b>		<b>151.0</b>	<b>153.0</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>151.0</b>	<b>153.0</b>	<b>2.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : Human Resources  
 Fund No./Bus. Area No. : 1002 / 8000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
8000110001	Temporary Personnel Service			
426290	Other Service Charges	370,599	318,222	501,238
457070	Interfund Temporary Personnel	19,370,660	19,500,000	17,500,000
8000210001	HR - Client Relations Administration			
424170	Interfund HR Client Services	12,482,786	809,291	816,556
451050	Interfund Lab Services	300,000	0	0
8000210028	HR - Client Relations City Wide Special Accounts			
424170	Interfund HR Client Services	0	388,678	642,770
451050	Interfund Lab Services	0	350,000	350,000
8000210042	HR - Client Relations Adm - HFD HR Support			
424170	Interfund HR Client Services	0	2,167,920	4,162,946
8000220001	HR - Client Services - Governmental			
424170	Interfund HR Client Services	0	5,198,296	5,226,480
8000220020	HR - Client Services - Enterprise 2000			
424170	Interfund HR Client Services	0	2,747,382	2,700,773
8000220028	HR - Client Services - Enterprise 2800			
424170	Interfund HR Client Services	0	1,038,192	1,045,114
8000240042	HR - Shared Services -Enterprise 4200			
424170	Interfund HR Client Services	0	51,601	51,056
8000310001	Learning & Dev Ctr			
424110	Other Interfund Services	1,705,841	1,660,304	1,886,212
426370	Training Services	150,000	150,000	150,000
<b>Total</b>	<b>Human Resources</b>	<b>34,379,886</b>	<b>34,379,886</b>	<b>35,033,145</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Central Service Revolving Fund  
**Business Area :** Human Resources  
**Fund No./Bus. Area No. :** 1002 / 8000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	7,617,604	8,755,015	8,673,852	8,738,308
500030	Salary Part Time - Civilian	195,968	0	0	161,090
500060	Overtime - Civilian	2,718	0	3,520	3,000
500110	Bilingual Pay - Civilian	12,237	13,558	13,558	13,558
501070	Pension - Civilian	1,782,991	2,230,068	2,213,059	2,390,800
501120	Termination Pay - Civilian	214,223	3,650	83,358	3,650
502010	FICA - Civilian	588,056	672,851	667,882	680,145
503010	Health Ins-Act Civilian	1,054,953	1,309,933	1,230,639	1,153,787
503015	Basic Life Insurance - Active Civilian	4,508	5,092	5,051	5,157
503050	Health/Life Insurance - Retiree Civilian	37,508	59,212	49,916	59,212
503060	Long Term Disability-Civilian	11,218	12,842	12,724	12,757
503090	Workers Compensation-Civilian-Admin	29,132	39,586	39,190	45,162
503100	Workers Compensation-Civilian-Claim	3,451	0	1,506	1,506
504030	Unemployment Claims - Administration	4,095	10,980	12,047	10,980
<b>Total</b>	<b>Personnel Services</b>	<b>11,558,662</b>	<b>13,112,787</b>	<b>13,006,302</b>	<b>13,279,112</b>
511040	Audiovisual Supplies	2,743	3,000	2,000	2,000
511045	Computer Supplies	13,757	31,161	28,161	22,165
511050	Paper & Printing Supplies	1,411	4,000	4,000	4,000
511055	Publications & Printed Materials	291	2,000	2,000	2,000
511060	Postage	0	500	0	0
511070	Miscellaneous Office Supplies	28,920	38,150	27,512	24,000
511120	Clothing	203	1,000	1,103	500
511125	Food Supplies	0	300	3,300	3,300
511150	Miscellaneous Parts & Supplies	1,292	8,700	8,455	8,500
<b>Total</b>	<b>Supplies</b>	<b>48,617</b>	<b>88,811</b>	<b>76,531</b>	<b>66,465</b>
520100	Temporary Personnel Services	14,354,769	19,557,237	19,695,023	17,651,432
520105	Accounting & Auditing Services	6,941	0	0	0
520109	Medical Dental & Laboratory Services	50,823	56,500	56,400	56,400
520110	Management Consulting Services	97,206	221,073	217,750	2,220,460
520114	Miscellaneous Support Services	244,195	98,678	117,000	121,867
520119	Computer Eq/SW Mnt	166,378	406,112	354,366	711,000
520120	Communications Equipment Services	0	2,600	1,500	1,500
520121	IT Application Svcs	155,109	163,508	175,737	173,003
520122	Office Equipment Services	0	0	1,000	1,000
520126	Construction Site Work Services	32,762	0	1,398	0
520133	Private Investigative Services	0	85,000	85,000	85,000
520515	Print Shop Services	4,626	7,260	4,260	3,000
520520	Printing & Reproduction Services	0	2,000	1,500	1,500
520605	Advertising Services	0	7,500	11,000	10,500
520705	Insurance Fees	234	300	200	200
520765	Membership & Professional Fees	6,814	3,740	6,260	13,806
520805	Education & Training	30,598	19,510	19,510	42,774
520905	Travel - Training Related	205	23,241	12,793	28,375
520910	Travel - Non-Training Related	6,671	28,019	18,419	16,200
521605	Data Services	0	11,259	11,259	44,582
521610	Voice Services	568	459	459	401
521620	Voice Equipment	1,105	1,432	1,432	431

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : Human Resources  
 Fund No./Bus. Area No. : 1002 / 8000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521625	Voice Labor	1,792	1,815	1,816	2,799
521630	GIS Revolving Fund Services	5,361	8,339	8,277	8,193
521635	Voice Services -Wireless	16,403	18,494	18,493	21,962
521715	Office Equipment Rental	16,343	25,000	22,000	22,000
521730	Parking Space Rental	13,587	15,487	6,500	11,500
521735	Hobby Parking Space Rental	10,350	7,450	20,099	20,099
522205	Metro Commuter Passes	34,930	40,559	29,661	29,661
522405	Management Savings	(92)	0	0	0
522430	Misc Othr Svcs & Chrg	453,774	301,500	351,000	351,000
522721	Interfund HR Client Services	0	2,221	2,221	2,221
522722	KRONOS Service Chargeback	5,968	6,617	6,548	7,974
522730	Interfund Engineering Services	317	0	0	0
522780	Interfund Photo Copy Services	0	228	228	228
<b>Total</b>	<b>Other Services and Charges</b>	<b>15,717,737</b>	<b>21,123,138</b>	<b>21,259,109</b>	<b>21,661,068</b>
551010	Non-Cap Office Furniture & Equipment	17,086	23,800	22,148	8,500
551015	Non-Capital Computer Equipment	23,986	27,500	14,796	17,000
551020	Non-Capital Communication Equipment	0	3,850	1,000	1,000
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>41,072</b>	<b>55,150</b>	<b>37,944</b>	<b>26,500</b>
<b>Grand Total Expenditures</b>		<b>27,366,088</b>	<b>34,379,886</b>	<b>34,379,886</b>	<b>35,033,145</b>



# FISCAL YEAR 2016 BUDGET

## Fund Summary

Fund Name : Project Cost Recovery Fund

Fund No./Bus. Area No. : 1001 / 2000 / 2500 / 6800

	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Beginning Fund Balance	0	0	0
Current Revenues	48,398,610	45,333,671	48,659,290
Total Available Resources	48,398,610	45,333,671	48,659,290
Maintenance and Operations	48,398,610	45,333,671	48,659,290
Total Expenditures	48,398,610	45,333,671	48,659,290
Planned Ending Fund Balance	0	0	0
Total Budget	48,398,610	45,333,671	48,659,290
<b>Fund Balance Distribution</b>			
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 FY2015 Budget, FY2015 Estimates and the FY2016 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:

- o 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.
- o Continue to assess and revise policies and procedures in order to improve efficiency and effectiveness in the management of the City's CIP program.
- o Continue to refine the requirements for City contractors to streamline the delivery of services.
- o Continue to coordinate infrastructure improvements within the City limits sponsored by other governmental entities in order to ensure quality work.

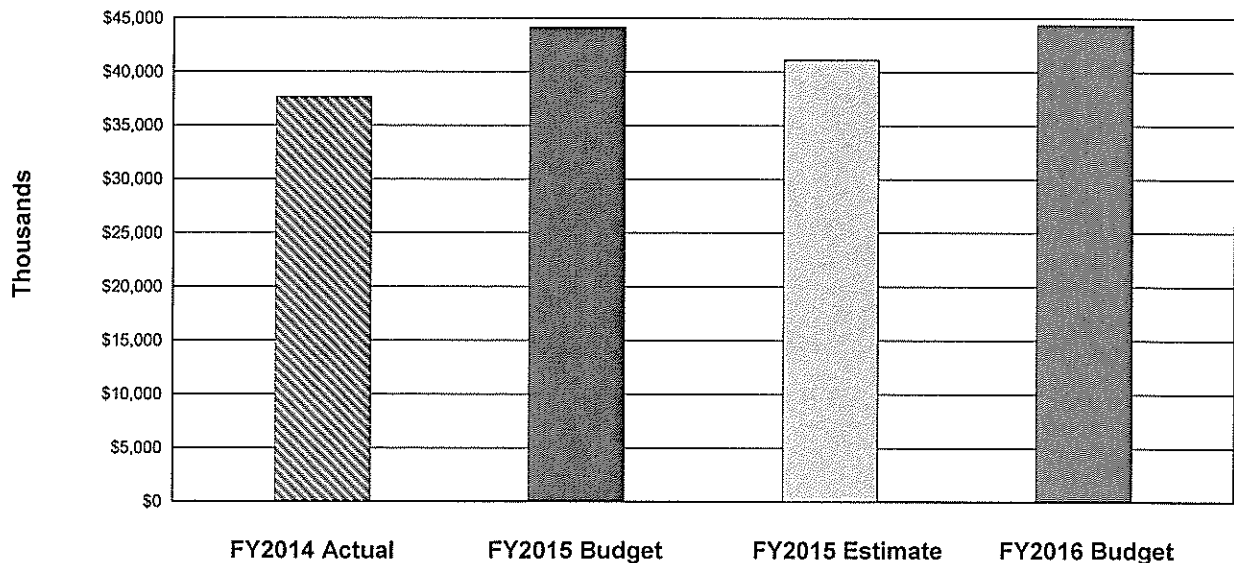
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Project Cost Recovery Fund  
**Business Area** : Public Works & Engineering  
**Fund No. /Bus. Area No.** : 1001 / 2000

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	30,577,926	34,848,300	32,593,752	34,905,100
	Supplies	402,707	464,245	419,605	502,200
	Other Services and Charges	6,602,493	8,592,000	7,920,036	8,748,600
	Equipment	0	124,000	124,000	124,000
	Non-Capital Equipment	65,767	111,955	80,700	107,900
	Total M & O Expenditures	37,648,893	44,140,500	41,138,093	44,387,800
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	37,648,893	44,140,500	41,138,093	44,387,800
Revenues		37,648,893	44,140,500	41,138,093	44,387,800
Staffing	Full-Time Equivalents - Civilian	305.5	335.0	313.5	335.0
	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	305.5	335.0	313.5	335.0
	Full-Time Equivalents - Overtime	3.5	6.0	5.1	5.7
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Implementation of 10-year CIP plan for FY2016-FY2025.</li> <li>o Continue to improve CIP processes (planning and programming).</li> <li>o Continue to acquire parcels by construction award date.</li> <li>o Complete Capital Improvement Program Management System (CIPMS) upgrades, initiate back end programming, prioritize and schedule future system modifications.</li> <li>o Define and implement a department-wide standard mobile workforce technology platform consisting of proven collaborative tools for communication and tracking installed on standard cellular and tablets.</li> </ul>				

**Project Cost Recovery Fund  
Public Works & Engineering  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Project Cost Recovery Fund  
**Business Area** : Public Works & Engineering  
**Fund No. /Bus. Area No.** : 1001 / 2000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Accept Work Actions Prepared	J	85	65	77	76
Accident Frequency per 75,000 Miles	P	<1	<1	<1	<1
Construction Projects Completed on Schedule	P,I	92%	95%	98%	98%
Construction Projects Completed within Budget	P,I	100%	100%	100%	100%
Construction Projects Substantially Completed	P,I	67	70	80	75
Engineers and Inspectors with License Renewals	J,P	100%	100%	100%	100%
Parcels of Land Acquired	P,Q	391	427	434	445
Pre-engineering Needs Identification Completed	I	58	45	36	43
System Availability	I,J	99.5%	100.0%	99.9%	99.9%
Workers' Compensation Incident Frequency per 3,500 Productive Days Worked	P	<1	<1	<1	<1
Expenditures Budget vs Actual Utilization	F	90%	98%	93%	98%
Revenues Budget vs Actual Utilization	F	90%	100%	93%	100%

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

**FISCAL YEAR 2016 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Project Cost Recovery Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 1001 / 2000</b>						
<b>Division Description</b>	<b>FY2014 Actual FTEs      Costs \$</b>	<b>FY2015 Estimate FTEs      Costs \$</b>	<b>FY2016 Budget FTEs      Costs \$</b>			
<b>Traffic Operations Division 200002</b> Manages and analyzes traffic calming plans to support the Neighborhood Traffic Management Program.	2.0      221,323	2.0      239,537	3.0      376,500			
<b>Office of the Director 200003</b> Administers the City's Minority/Women/Disadvantaged Business Enterprise Program (M/W/DBE) and Persons with Disabilities Business Enterprises Program (PDBE).	0.0      623,398	0.0      801,800	0.0      849,400			
<b>Resource Management Division 200005</b> Processes pay estimates and projects reimbursements in a timely manner. Provides financial reports on project and grant related activities. Monitors and accounts for CIP related revenues.	13.0      2,608,029	13.8      2,733,191	17.0      3,084,200			
<b>Planning &amp; Development Services Division 200006</b> Coordinates planning initiatives and prepares long term 10-year planning goals for City's infrastructure improvement as well as acquires land in support of Capital Improvement Plan projects.	50.1      6,188,223	50.2      6,568,008	52.6      6,913,000			
<b>Engineering &amp; Construction Division 200007</b> 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.	235.7      27,038,250	242.5      29,572,253	257.4      31,900,200			
<b>Information Technology 200008</b> Provides and maintains technology solutions to support planning, design, construction, operation, and maintenance of the public infrastructure systems while maintaining high availability, response time, data accuracy, and integrity to serve the needs of the Department. Technically assists the PWE inspectors to perform work and input data into CIPMS from remote sites.	4.7      941,607	5.0      1,196,404	5.0      1,236,600			

**FISCAL YEAR 2016 BUDGET**

Division Summary							
<b>Fund Name : Project Cost Recovery Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus Area No. : 1001 / 2000</b>							
Division Description		FY2014 Actual FTEs      Costs \$		FY2015 Estimate FTEs      Costs \$		FY2016 Budget FTEs      Costs \$	
<b>Management Support Branch      200009</b> Provides necessary funding to ensure effective delivery of accurate, reliable and timely bi-weekly payroll reports.		0.0	28,063	0.0	26,900	0.0	27,900
<b>Total</b>		<b>305.5</b>	<b>37,648,893</b>	<b>313.5</b>	<b>41,138,093</b>	<b>335.0</b>	<b>44,387,800</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Project Cost Recovery Fund  
**Business Area :** Public Works & Engineering  
**Fund No./Bus. Area No. :** 1001 / 2000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ACCOUNTANT	17	1.0	1.0	0.0
ACCOUNTANT ASSOCIATE	14	2.0	1.0	(1.0)
ADMINISTRATION MANAGER	26	1.0	1.0	0.0
ADMINISTRATIVE AIDE	10	3.0	3.0	0.0
ADMINISTRATIVE ASSISTANT	17	15.0	14.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	7.0	7.0	0.0
ADMINISTRATIVE COORDINATOR	24	6.0	6.0	0.0
ADMINISTRATIVE SPECIALIST	20	10.0	10.0	0.0
ADMINISTRATIVE SUPERVISOR	22	4.0	4.0	0.0
ASSISTANT CITY ATTORNEY II	27	1.0	0.0	(1.0)
ASSISTANT DIRECTOR (EXEC)	32	6.0	5.0	(1.0)
ASSISTANT DIRECTOR-PUBLIC WORKS (EXEC)	34	5.0	5.0	0.0
ASSISTANT PROJECT MANAGER	20	3.0	5.0	2.0
ASSISTANT REAL ESTATE ANALYST	17	1.0	1.0	0.0
ASSISTANT REAL ESTATE MANAGER	26	5.0	5.8	0.8
CHIEF INSPECTOR	27	1.0	1.0	0.0
CHIEF SURVEYOR	28	1.0	1.0	0.0
COMMUNICATIONS SPECIALIST SUPERVISOR	23	0.0	0.8	0.8
CONTRACT ADMINISTRATOR	22	0.0	1.0	1.0
CONTRACT COMPLIANCE SUPERVISOR	22	1.0	1.0	0.0
CUSTOMER SERVICE REP. I	13	1.0	1.0	0.0
CUSTOMER SERVICE REP. II	15	1.0	3.0	2.0
CUSTOMER SERVICE REP. III	16	1.0	1.0	0.0
DEPUTY ASSISTANT DIRECTOR (EXEC)	30	1.0	1.0	0.0
DEPUTY DIRECTOR-PUBLIC WORKS	36	1.0	1.0	0.0
DIVISION MANAGER	29	1.0	1.0	0.0
ENGINEER	26	20.0	21.0	1.0
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	0.0
EXECUTIVE STAFF ANALYST (EXEC)	30	1.0	1.0	0.0
FINANCIAL ANALYST I	15	2.0	2.0	0.0
FINANCIAL ANALYST II	18	1.0	1.0	0.0
FINANCIAL ANALYST IV	25	4.0	4.0	0.0
GIS ANALYST	20	1.0	1.0	0.0
GRADUATE ENGINEER	22	19.0	22.8	3.8
INSPECTOR	18	53.0	52.0	(1.0)
INSPECTOR TRAINEE	12	4.0	4.0	0.0
INSTRUMENT PERSON	11	1.0	1.0	0.0
IT PROJECT MANAGER	28	1.0	1.0	0.0
MANAGEMENT ANALYST I	15	0.0	1.0	1.0
MANAGEMENT ANALYST II	18	5.0	4.0	(1.0)
MANAGEMENT ANALYST III	21	2.0	2.0	0.0
MANAGEMENT ANALYST IV	25	2.0	2.0	0.0
MANAGEMENT INTERN	11	0.0	0.8	0.8
MANAGING ENGINEER	31	14.0	13.0	(1.0)
MESSENGER	6	2.0	2.0	0.0
OFFICE SERVICE MANAGER	23	1.0	1.0	0.0
OFFICE SUPERVISOR	17	1.0	1.0	0.0
PARTY CHIEF	19	2.0	2.0	0.0
PLANNER	16	1.0	1.0	0.0

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Project Cost Recovery Fund  
**Business Area :** Public Works & Engineering  
**Fund No./Bus. Area No. :** 1001 / 2000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
PROGRAMMER ANALYST II	19	1.0	1.0	0.0
PROGRAMMER ANALYST IV	25	2.0	2.0	0.0
PROJECT MANAGER	24	14.0	15.0	1.0
PROJECT TECHNICIAN I	8	2.0	2.0	0.0
PROJECT TECHNICIAN II	13	1.0	1.0	0.0
PROJECT TECHNICIAN III	17	8.0	6.0	(2.0)
PROJECT TECHNICIAN IV	20	4.0	3.0	(1.0)
REAL ESTATE ANALYST	20	5.0	5.8	0.8
REAL ESTATE MANAGER	29	3.0	3.0	0.0
SENIOR ACCOUNT CLERK	13	1.0	1.0	0.0
SENIOR CONTRACT ADMINISTRATOR	27	1.0	0.0	(1.0)
SENIOR GIS TECHNICIAN	17	1.0	1.0	0.0
SENIOR INSPECTOR	22	10.0	11.0	1.0
SENIOR PROJECT MANAGER	27	20.0	16.0	(4.0)
SENIOR REAL ESTATE ANALYST	24	15.0	15.0	0.0
SENIOR RODPERSON	9	3.0	1.0	(2.0)
SENIOR STAFF ANALYST	28	4.0	3.0	(1.0)
STAFF ANALYST	26	1.0	3.0	2.0
STUDENT INTERN I	4	0.0	1.0	1.0
STUDENT INTERN II	10	1.5	1.0	(0.5)
SUPERINTENDENT	24	2.0	2.0	0.0
SUPERVISING ENGINEER	29	35.0	36.0	1.0
SYSTEMS CONSULTANT	26	1.0	1.0	0.0
<b>Total FTEs</b>		<b>352.5</b>	<b>354.0</b>	<b>1.5</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>17.5</b>	<b>19.0</b>	<b>1.5</b>
<b>Full-Time Equivalents</b>		<b>335.0</b>	<b>335.0</b>	<b>0.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

Fund Name : Project Cost Recovery Fund  
 Business Area : Public Works & Engineering  
 Fund No./Bus. Area No. : 1001 / 2000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>2000020012</b>	<b>PWE - Traffic Neighborhood Programs</b>			
424020	Interfund Engineering Services	470,200	470,200	725,400
<b>2000060010</b>	<b>PWE - Real Estate</b>			
424020	Interfund Engineering Services	1,999,800	1,999,800	2,244,230
<b>2000070001</b>	<b>PWE - Engineering &amp; Construction Support Services</b>			
424020	Interfund Engineering Services	675,500	675,500	658,000
<b>2000070002</b>	<b>PWE - Engineering</b>			
421491	Plan Review - Per Sheet Fee	35,000	35,000	35,000
423010	Other Grant Awards	139,700	139,700	139,700
424020	Interfund Engineering Services	21,411,300	20,474,858	21,034,740
434245	Sale of Capital Assets - Vehicles	0	1,000	0
<b>2000070003</b>	<b>PWE - Construction</b>			
424020	Interfund Engineering Services	17,525,300	15,458,335	17,292,950
<b>2000070005</b>	<b>PWE - Geo-Environmental Services</b>			
424020	Interfund Engineering Services	1,883,700	1,883,700	1,878,600
<b>2000070007</b>	<b>PWE - NorthEast Water Plant Expansion</b>			
424020	Interfund Engineering Services	0	0	379,180
<b>Total</b>	<b>Public Works &amp; Engineering</b>	<b>44,140,500</b>	<b>41,138,093</b>	<b>44,387,800</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Project Cost Recovery Fund  
 Business Area : Public Works & Engineering  
 Fund No./Bus. Area No. : 1001 / 2000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	20,214,443	22,497,537	21,293,989	22,437,355
500030	Salary Part Time - Civilian	7,351	14,154	22,637	58,460
500060	Overtime - Civilian	262,751	385,900	328,669	400,900
500090	Premium Pay - Civilian	160	0	0	0
500110	Bilingual Pay - Civilian	5,617	5,424	5,663	4,520
501050	Employee Awards	175	0	0	0
501070	Pension - Civilian	4,725,315	5,705,367	5,411,580	6,138,853
501120	Termination Pay - Civilian	169,753	596,000	353,227	536,000
501160	Vehicle Allowance - Civilian	0	9,300	4,650	9,300
502010	FICA - Civilian	1,505,921	1,743,986	1,606,306	1,742,354
503010	Health Ins-Act Civilian	3,055,378	3,398,743	3,120,613	3,082,137
503015	Basic Life Insurance - Active Civilian	11,837	13,072	12,042	12,998
503050	Health/Life Insurance - Retiree Civilian	131,724	138,600	154,571	134,500
503060	Long Term Disability-Civilian	25,389	28,553	25,526	28,439
503090	Workers Compensation-Civilian-Admin	64,137	88,103	80,719	99,221
503100	Workers Compensation-Civilian-Claim	372,189	204,000	153,999	200,700
504030	Unemployment Claims - Administration	25,786	19,561	19,561	19,363
<b>Total</b>	<b>Personnel Services</b>	<b>30,577,926</b>	<b>34,848,300</b>	<b>32,593,752</b>	<b>34,905,100</b>
511010	Chemical Gases & Special Fluids	0	600	600	600
511015	Cleaning & Sanitary Supplies	512	1,100	1,100	1,100
511020	Construction Materials	984	2,500	2,500	2,500
511025	Electrical Hardware & Parts	135	200	350	200
511030	Mechanical Hardware & Parts	40	0	0	0
511040	Audiovisual Supplies	100	5,600	3,500	2,500
511045	Computer Supplies	71,745	71,545	67,950	85,300
511050	Paper & Printing Supplies	29,698	26,500	25,200	26,800
511055	Publications & Printed Materials	4,651	9,600	8,300	10,300
511060	Postage	8,752	13,700	13,100	16,500
511070	Miscellaneous Office Supplies	41,394	48,800	47,824	47,350
511090	Medical & Surgical Supplies	5,188	1,200	1,200	3,400
511095	Small Technical & Scientific Equipment	0	1,500	1,000	1,500
511110	Fuel	218,147	233,600	200,681	258,500
511115	Vehicle Repair & Maintenance Supplies	272	4,000	4,000	4,000
511120	Clothing	8,256	28,100	28,100	28,300
511125	Food Supplies	302	1,000	1,000	1,000
511145	Small Tools & Minor Equipment	7,461	8,200	6,700	6,200
511150	Miscellaneous Parts & Supplies	5,070	6,500	6,500	6,150
<b>Total</b>	<b>Supplies</b>	<b>402,707</b>	<b>464,245</b>	<b>419,605</b>	<b>502,200</b>
520100	Temporary Personnel Services	186,592	843,500	402,324	825,000
520107	Computer Info/Contr	133,452	125,500	125,500	152,500
520108	Information Resource Services	14,626	15,800	15,800	19,000
520109	Medical Dental & Laboratory Services	5,146	6,400	6,400	6,300
520114	Miscellaneous Support Services	5,952	56,400	31,900	58,800
520115	Real Estate Lease/Office Rental	1,722,904	1,734,200	1,734,200	1,743,900
520119	Computer Eq/SW Mnt	0	300	800	0
520120	Communications Equipment Services	0	1,000	1,000	1,000
520121	IT Application Svcs	114,888	97,800	127,000	116,000
520122	Office Equipment Services	3,331	3,100	3,100	3,100
520123	Vehicle & Motor Equipment Services	137,613	0	0	5,500
520124	Other Equipment Services	0	1,400	1,400	500
520147	Management Initiative Savings	0	0	6,000	0
520157	Computer Software Maintenance Services	4,826	114,400	73,600	70,900
520158	Computer Equipment Maintenance Services	858	3,000	3,000	3,000
520510	Mail/Delivery Services	315	1,700	300	1,600

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Project Cost Recovery Fund  
**Business Area :** Public Works & Engineering  
**Fund No./Bus. Area No. :** 1001 / 2000

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520515	Print Shop Services	10,981	13,800	13,800	13,800
520520	Printing & Reproduction Services	20,250	19,900	19,900	18,900
520605	Advertising Services	0	3,900	2,400	3,900
520765	Membership & Professional Fees	39,543	49,000	38,300	60,800
520805	Education & Training	31,299	63,800	54,200	155,800
520905	Travel - Training Related	179	27,600	10,600	22,100
520910	Travel - Non-Training Related	4,100	16,100	14,200	7,200
521305	Indirect Cost Recovery Payment	1,213,444	1,311,000	1,311,000	1,293,200
521306	Indirect Cost -PWE	802,400	1,222,700	1,222,700	1,319,200
521405	Building Maintenance Services	205	22,119	15,290	24,000
521605	Data Services	64,738	70,200	105,000	99,900
521610	Voice Services	26,584	19,600	19,600	21,500
521620	Voice Equipment	3,257	14,500	13,900	4,400
521625	Voice Labor	2,311	18,600	18,600	28,700
521630	GIS Revolving Fund Services	203,051	198,300	198,300	142,400
521635	Voice Services -Wireless	59,510	62,000	56,000	70,500
521705	Vehicle/Equipment Rental/Lease	0	1,500	1,500	1,500
521715	Office Equipment Rental	45,130	56,800	46,948	65,300
521725	Other Rental	0	1,700	1,700	1,700
521730	Parking Space Rental	86,428	103,300	96,600	101,800
521735	Hobby Parking Space Rental	65,169	71,300	74,300	75,000
521905	Legal Services	10,285	208,300	108,300	208,300
521910	Legal Svcs - Crt Report	0	1,000	1,000	1,000
522205	Metro Commuter Passes	143,875	191,000	166,642	184,200
522305	Freight Charges	68	0	50	0
522430	Misc Othr Svcs & Chrg	2,526	5,400	5,100	5,100
522720	Interfund Payroll Services	28,063	26,900	26,900	27,900
522721	Interfund HR Client Services	212,850	252,000	252,000	265,000
522722	KRONOS Service Chargeback	13,079	14,500	14,500	17,300
522730	Interfund Engineering Services	0	1,881	0	0
522765	Interfund Legal Services	317,799	292,000	292,000	282,600
522795	Other Interfund Services	827,283	1,003,700	1,003,700	1,056,500
522820	Interfund EB Cape Training	0	4,500	4,500	0
522840	Houston Permitting Center Rent Chargeback	37,583	53,200	23,582	0
522845	Interfund Vehicle Services	0	165,400	154,600	162,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>6,602,493</b>	<b>8,592,000</b>	<b>7,920,036</b>	<b>8,748,600</b>
560230	Computer HW and Developed SW	0	124,000	124,000	124,000
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>124,000</b>	<b>124,000</b>	<b>124,000</b>
551010	Non-Cap Office Furniture & Equipment	15,330	20,100	18,100	24,200
551015	Non-Capital Computer Equipment	50,437	91,855	62,600	83,700
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>65,767</b>	<b>111,955</b>	<b>80,700</b>	<b>107,900</b>
<b>Grand Total Expenditures</b>		<b>37,648,893</b>	<b>44,140,500</b>	<b>41,138,093</b>	<b>44,387,800</b>



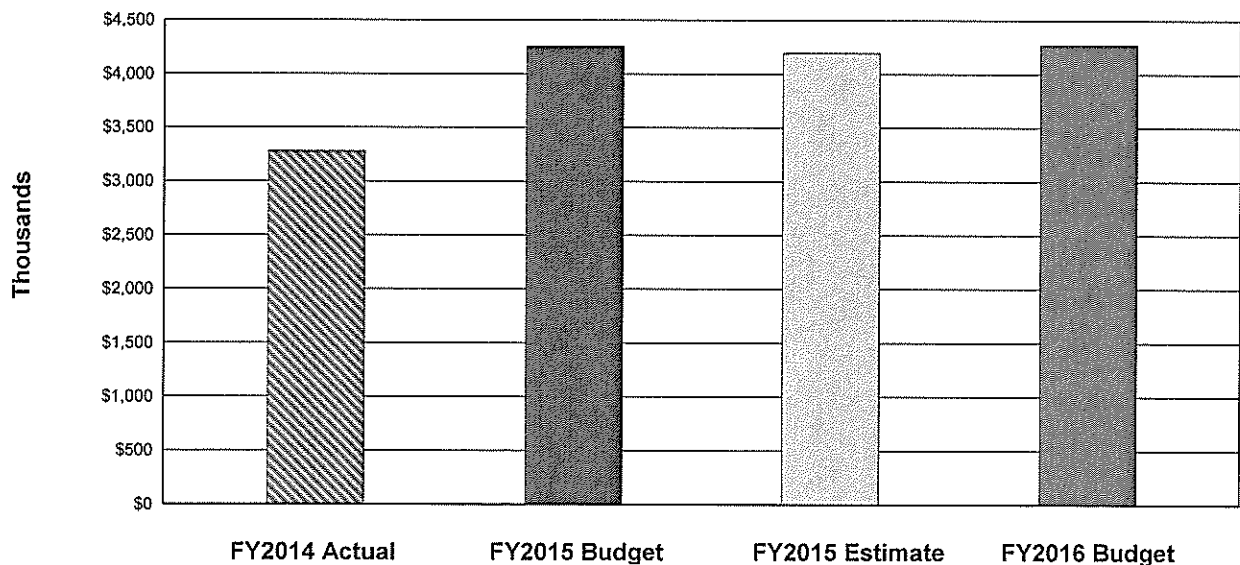
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Project Cost Recovery Fund  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 1001 / 2500

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	3,280,370	4,258,110	4,195,578	4,271,490
	Total M & O Expenditures	3,280,370	4,258,110	4,195,578	4,271,490
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	3,280,370	4,258,110	4,195,578	4,271,490
Revenues		3,280,370	4,258,110	4,195,578	4,271,490
Staffing	Full-Time Equivalents - Civilian	27.4	38.0	37.1	37.1
	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	27.4	38.0	37.1	37.1
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.1
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2016 Budget provides funding for health benefits and pension contribution.</li> <li>o Continue implementing Leadership in Energy and Environmental Design (LEED™) standards to improve the quality of City buildings and their impact on the environment.</li> </ul>				

**Project Cost Recovery Fund  
General Services  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Project Cost Recovery Fund  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 1001 / 2500

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Job Order Contract/Task Order Contract Projects	J,I,Q	227	250	255	285
Expenditures Budget vs Actual Utilization	F	96%	100%	99%	100%
Revenues Budget vs Actual Utilization	F	96%	100%	99%	100%

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

**FISCAL YEAR 2016 BUDGET**

Division Summary						
<b>Fund Name : Project Cost Recovery Fund</b> <b>Business Area : General Services</b> <b>Fund No. /Bus Area No. : 1001 / 2500</b>						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>GSD-Design &amp; Construction 250003</b> 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 project management.	27.4	3,280,370	37.1	4,195,578	37.1	4,271,490
<b>Total</b>	<b>27.4</b>	<b>3,280,370</b>	<b>37.1</b>	<b>4,195,578</b>	<b>37.1</b>	<b>4,271,490</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

**Fund Name :** Project Cost Recovery Fund  
**Business Area :** General Services  
**Fund No./Bus. Area No. :** 1001 / 2500

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE ASSISTANT	17	3.0	1.0	(2.0)
ADMINISTRATIVE SPECIALIST	20	4.0	5.0	1.0
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	0.0
ARCHITECT	25	1.0	1.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	1.0	0.0
ASSISTANT PROJECT MANAGER	20	4.0	5.0	1.0
DIVISION MANAGER	29	4.0	4.0	0.0
PROJECT MANAGER	24	9.0	8.0	(1.0)
SENIOR PROJECT MANAGER	27	11.0	11.0	0.0
STAFF ANALYST	26	0.0	0.1	0.1
<b>Total FTEs</b>		<b>38.0</b>	<b>37.1</b>	<b>(0.9)</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>38.0</b>	<b>37.1</b>	<b>(0.9)</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

**Fund Name** : Project Cost Recovery Fund  
**Business Area** : General Services  
**Fund No./Bus. Area No.** : 1001 / 2500

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
2500030001 424020	Capital Design/Construction Interfund Engineering Services	4,166,040	4,111,285	4,177,902
2500030004 424020	GSD - Environment Mgmt Interfund Engineering Services	92,070	84,293	93,588
<b>Total</b>	<b>General Services</b>	<b>4,258,110</b>	<b>4,195,578</b>	<b>4,271,490</b>



**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Project Cost Recovery Fund  
**Business Area :** General Services  
**Fund No./Bus. Area No. :** 1001 / 2500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	2,270,426	2,894,615	2,862,924	2,875,904
500060	Overtime - Civilian	1,608	6,000	6,000	6,000
500090	Premium Pay - Civilian	378	0	0	0
501070	Pension - Civilian	531,867	734,072	721,069	786,845
501120	Termination Pay - Civilian	10,558	0	0	0
502010	FICA - Civilian	166,630	221,877	208,780	220,326
503010	Health Ins-Act Civilian	289,164	368,859	381,247	348,823
503015	Basic Life Insurance - Active Civilian	1,292	1,693	1,788	1,671
503060	Long Term Disability-Civilian	2,458	3,230	3,369	3,157
503090	Workers Compensation-Civilian-Admin	5,989	9,956	10,401	10,956
504030	Unemployment Claims - Administration	0	17,808	0	17,808
<b>Total</b>	<b>Personnel Services</b>	<b>3,280,370</b>	<b>4,258,110</b>	<b>4,195,578</b>	<b>4,271,490</b>
<b>Grand Total Expenditures</b>		<b>3,280,370</b>	<b>4,258,110</b>	<b>4,195,578</b>	<b>4,271,490</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

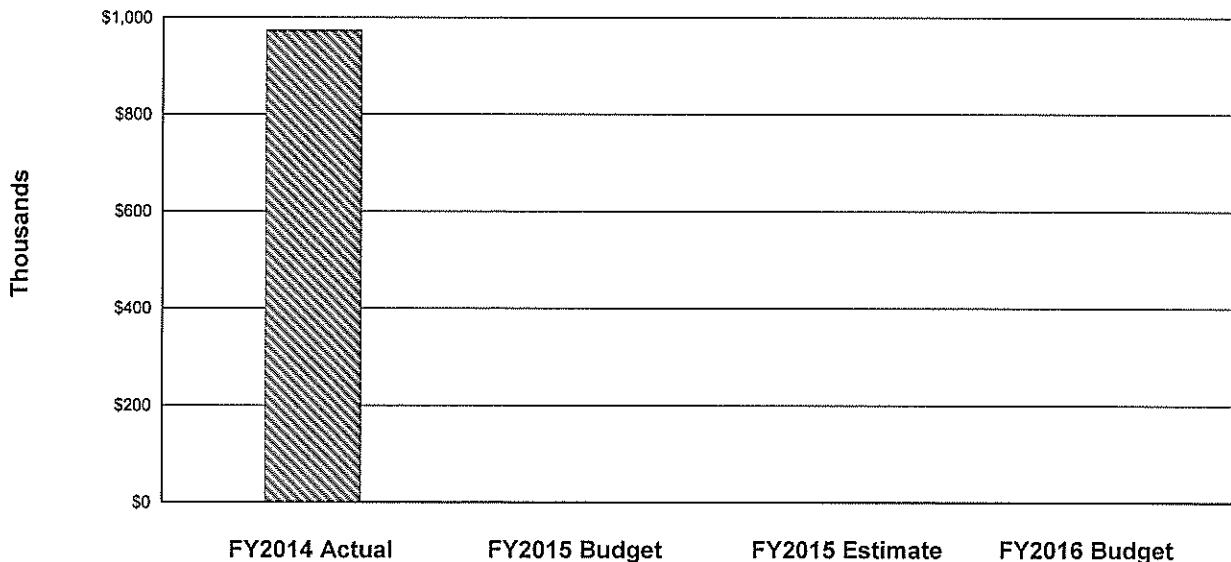
**Fund Name :** Project Cost Recovery Fund

**Business Area :** Houston Information Technology Services

**Fund No. /Bus. Area No. :** 1001 / 6800

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Expenditures</b>	Personnel Services	443,126	0	0	0
	Supplies	1,398	0	0	0
	Other Services and Charges	528,475	0	0	0
	Total M & O Expenditures	972,999	0	0	0
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	972,999	0	0	0
<b>Revenues</b>		972,999	0	0	0
<b>Staffing</b>	Full-Time Equivalents - Civilian	6.2	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	6.2	0.0	0.0	0.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
<b>Significant Budget Changes and Highlights</b>	o Effective FY2015, Radio System and CSMART project maintenance and operational costs required to support the implementation are reported in the General Fund.				

**Project Cost Recovery Fund  
Houston Information Technology Services  
Expenditure Summary**



**FISCAL YEAR 2016 BUDGET**

Division Summary						
Fund Name : Project Cost Recovery Fund						
Business Area : Houston Information Technology Services						
Fund No. /Bus Area No. : 1001 / 6800						
Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
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).	4.9	362,491	0.0	0	0.0	0
HITS - Public Safety 680005						
Responsible for upgrading current City radios to 700 MHz Radio System. Provide management and oversight of the City's existing radio system.	0.3	531,331	0.0	0	0.0	0
HITS - Project Group 680007						
Responsible for business continuity and the development and implementation of IT policies, procedures and standards.	1.0	79,177	0.0	0	0.0	0
Total	6.2	972,999	0.0	0	0.0	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

**Fund Name :** Project Cost Recovery Fund  
**Business Area :** Houston Information Technology Services  
**Fund No./Bus. Area No. :** 1001 / 6800

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	296,391	0	0	0
501070	Pension - Civilian	88,359	0	0	0
501120	Termination Pay - Civilian	3,117	0	0	0
502010	FICA - Civilian	20,290	0	0	0
503010	Health Ins-Act Civilian	33,632	0	0	0
503015	Basic Life Insurance - Active Civilian	168	0	0	0
503060	Long Term Disability-Civilian	340	0	0	0
503090	Workers Compensation-Civilian-Admin	829	0	0	0
<b>Total</b>	<b>Personnel Services</b>	<b>443,126</b>	<b>0</b>	<b>0</b>	<b>0</b>
511070	Miscellaneous Office Supplies	1,056	0	0	0
511125	Food Supplies	342	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>1,398</b>	<b>0</b>	<b>0</b>	<b>0</b>
520106	Architectural Services	50,795	0	0	0
520110	Management Consulting Services	370	0	0	0
520705	Insurance Fees	81,598	0	0	0
521505	Electricity	50,619	0	0	0
521510	Natural Gas	1,564	0	0	0
521605	Data Services	(413)	0	0	0
521610	Voice Services	1,382	0	0	0
521635	Voice Services -Wireless	12	0	0	0
521715	Office Equipment Rental	3,852	0	0	0
521725	Other Rental	339,750	0	0	0
522430	Misc Othr Svcs & Chrg	404	0	0	0
522721	Interfund HR Client Services	(1,458)	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>528,475</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>972,999</b>	<b>0</b>	<b>0</b>	<b>0</b>



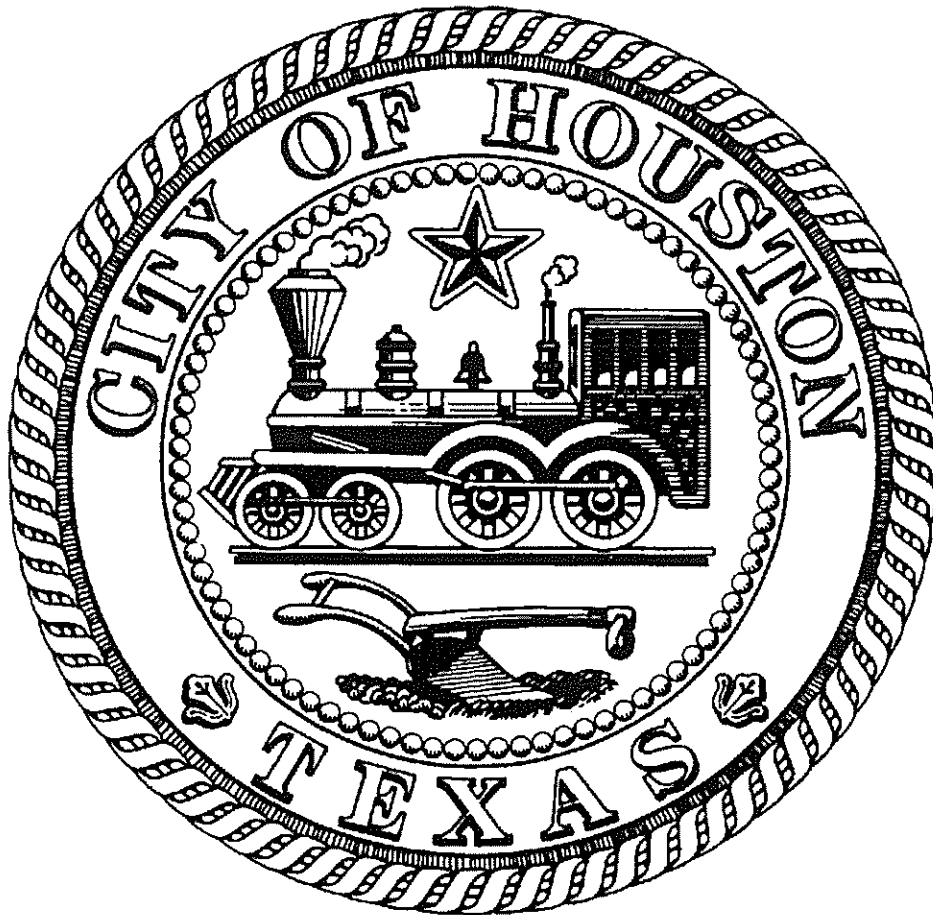
## CAPITAL IMPROVEMENT PLAN SUMMARY

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 CIP, 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 allocation toward Fire, General Government, Homeless & Housing, Library, Parks, Police, Health, and Solid Waste Management projects; enterprise capital programs which include Airport, Wastewater, and Water projects; programs implemented citywide such as Storm Drainage System, Street & Traffic Control, Information Technology, Fleet, Equipment and Other projects; and component units. **This section will be updated with the current FY2016 – 2020 CIP once it has been proposed to Council.**

Presented below is a summary of the planned appropriations for the Adopted FY2015 - 2019 CIP:

Fiscal Year Planned Appropriations (\$ Thousands)						Total
	2015	2016	2017	2018	2019	2015- 2019
<b>Public Improvement Programs</b>						
Fire	18,431	24,145	5,867	5,950	8,012	62,405
General Government	4,362	6,620	14,343	46,939	3,510	75,774
Homeless & Housing	36,712	41,217	13,300	13,300	13,300	117,829
Library	12,591	10,257	10,106	14,697	1,679	49,330
Parks and Recreation	72,850	91,904	69,137	47,373	26,466	307,730
Police	61,942	54,051	16,106	1,755	1,689	135,543
Public Health	7,458	15,439	15,942	7,689	1,166	47,694
Solid Waste Management	13,173	2,507	7,533	1,306	243	24,762
<b>Subtotal</b>	<b>227,519</b>	<b>246,140</b>	<b>152,334</b>	<b>139,009</b>	<b>56,065</b>	<b>821,067</b>
<b>Enterprise Programs</b>						
Aviation Facilities	277,111	220,481	306,336	131,400	281,628	1,216,956
Storm Drainage System	101,047	95,935	74,061	81,746	96,007	448,796
Street & Traffic Control	179,542	133,107	159,945	140,262	129,098	741,954
Waste Water	181,887	185,787	167,782	188,435	268,227	992,118
Water	339,643	385,697	924,266	611,609	435,316	2,696,531
<b>Subtotal</b>	<b>1,079,230</b>	<b>1,021,007</b>	<b>1,632,390</b>	<b>1,153,452</b>	<b>1,210,276</b>	<b>6,096,355</b>
<b>Citywide Programs</b>						
Technology	23,270	5,866	7,503	3,442	3,124	43,205
Fleet	46,922	34,137	35,531	36,101	36,770	189,461
<b>Subtotal</b>	<b>70,192</b>	<b>40,003</b>	<b>43,034</b>	<b>39,543</b>	<b>39,894</b>	<b>232,666</b>
<b>Component Units</b>	<b>271,696</b>	<b>257,048</b>	<b>170,835</b>	<b>113,863</b>	<b>38,441</b>	<b>851,883</b>
Overlap Between Component Units and Public Improvement Programs	(16,216)	(58,955)	(35,506)	(20,158)	(17,440)	(148,275)
<b>Grand Total</b>	<b>1,632,421</b>	<b>1,505,243</b>	<b>1,963,087</b>	<b>1,425,709</b>	<b>1,327,236</b>	<b>7,853,696</b>



## DEBT AND DEBT SERVICES

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## 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 (i) 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 FY2016 are estimated to be \$340 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, Proposition 1 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. In addition, in November 2006, Proposition H was passed to further increase the applicable revenue limitations by \$90 million. The City's tax rate for Fiscal Year 2015 (tax year 2014) was \$0.63108 (per \$100 assessed valuation), which consists of \$0.474635 for general purposes and \$0.156445 for debt service. The proposed Fiscal Year 2016 Budget assumes the City will collect the maximum ad valorem tax revenues allowable under Proposition 1 and H. The tax rate will be adjusted accordingly.

The second largest source of revenue for the Fund are annual charges to the Combined Utility System to compensate the Debt Service Fund for the cost of paying 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.

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 FY2016 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 \$75 million to \$1.6 billion, depending on needs and market conditions.

### 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 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 FY2016. Pension Obligations Bonds are payable from and secured by ad valorem taxes and/or revenues to fund unfunded actuarial accrued liabilities ("UAAAL") 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 \$250 million is used to provide appropriation capacity 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. No annexations took place during FY1991 and FY1992. Then, from FY1993 to FY1997 the City completed seven new annexations. Although annexations have benefited the City in economic growth, no additional annexations have occurred since FY1997. Beginning in 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. 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. 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. Second, 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 <sup>(1)</sup>		\$ 244,644,733
Debt Limit, 10% of Appraised Value		\$ 24,464,473
Debt applicable to limitation <sup>(2)</sup>		
Public Improvement Bonds	\$2,447,340	
Commercial Paper Notes	111,900	
Pension Obligation	594,640	
Certificates of Obligation	<u>16,360</u>	
Total Debt Applicable to Limitation	\$3,170,240	
Less:		
Amount available for repayment of general obligation debt <sup>(2)</sup>	<u>(134,720)</u>	
Total debt applicable to limitation		\$ 3,035,520

<sup>(1)</sup> Appraised value for the Fiscal Year 2015 (Tax Year 2014), as of April 10, 2015.

<sup>(2)</sup> Balance as of March 31, 2015.

**Outstanding General Obligation Debt**

(in thousands of dollars)

	FY2013	FY2014	FY2015	FY2016
	<u>Actual</u>	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>
OUTSTANDING DEBT:				
Public Improvement Bonds	\$2,561,515	\$2,422,445	\$2,447,340	\$2,288,960
Commercial Paper Notes	\$ 176,900	\$ 257,350	\$ 197,988	\$ 283,723
Pension Obligation	\$ 607,775	\$ 601,430	\$ 594,640	\$ 587,375
Certificates of Obligation	\$ 11,870	\$ 18,660	\$ 16,360	\$ 15,576
TOTAL OUTSTANDING DEBT	\$3,358,060	\$3,299,885	\$3,256,328	\$3,175,634

## DEBT MANAGEMENT POLICIES

As part of the financial policies for the City of Houston referenced in Volume 1 of this Budget Book (adopted on December 3, 2014 Ordinance 2014-1078), this section provides details for the Debt Management policies as follows:

1. It is the City's goal to at least maintain the current credit ratings on each type of City credit or enterprise fund as of the date of adoption of these policies. *In Compliance*

Credit Ratings as of May 1, 2015	Moody's	Standard & Poor's	Fitch
City of Houston - General Obligation	Aa2	AA+	AA
Water & Sewer System - Junior Lien	Aa1	AA+	AA+
Combined Utility System First Lien	Aa2	AA	AA
Houston Airport - Senior Lien	Aa3	AA-	NR
Houston Airport - Junior Lien	A2	A	A
Convention & Entertainment	A2	A-	NR

2. The debt service Fund Balance as of each fiscal year end relating to debt secured by ad valorem taxes shall be no less than debt service payments due within the first 180 days of the following fiscal year.

*In Compliance*

Debt Service due by 12/31/2015:	\$ 61,093,000
Debt Service Fund Balance as of 6/30/15 (projected):	\$118,485,000

3. A standardized presentation format for proposed debt transactions will be adopted by Budget and Fiscal Affairs (BFA). Presentations of debt transactions to BFA shall at least include the following information: revenue source securing the debt uses of the debt proceeds, estimated weighted average life of the debt, estimated change to the overall weighted average life of outstanding debt, estimated present value savings as applicable, estimated true interest cost, anticipated date of pricing and closing.

*In Process. The next presentation of debt transactions will include a proposed format.*

4. Debt financing in excess of one year shall be limited to capital expenditures for assets, asset lots of similar items, or asset improvements costing more than \$50,000 and having a useful life of more than three years.

*In Compliance*

5. Any capital project financed through the issuance of bonds shall be financed for a period not to exceed the average expected life of the assets. *In Compliance*

6. Each fiscal year, the City will use that year's General Obligation (GO) debt service payment as a baseline to establish an index reflecting 4% annual growth in the City's GO debt service (i.e., if the current fiscal year's debt service is \$100, then the debt service index for subsequent years would be \$104, \$108.16, \$112.49, \$116.99, etc.). If any proposed action by the City (e.g., adoption of the CIP, or Council authorization of debt issuance) is to cause the GO debt service schedule as projected by the City's Financial Advisor to exceed the index in FY2019 and/or any subsequent year(s), a funding mechanism (e.g., reduced expenditures or increased revenue) must be identified to offset the amount(s) by which the proposed debt service payment(s) exceed the index. For purposes of this section, "identification" of a funding mechanism is satisfied by presentation to BFA and/or City Council prior to any action that would incur GO debt. ***In Compliance***

<u>Fiscal Year</u>	<u>GO Debt Service Index</u>	<u>GO Debt Service Due</u>
2015	331,781,350	331,781,350
2016	345,052,604	334,527,556
2017	358,854,708	360,608,713
2018	373,208,896	364,856,384
2019	388,137,252	339,667,248
2020	403,662,742	333,842,056
2021	419,809,252	301,154,915
2022	436,601,622	282,401,458
2023	454,065,687	287,385,058
2024	472,228,314	215,696,412
2025	491,117,447	213,963,340
2026	510,762,144	176,868,037
2027	531,192,630	193,605,398
2028	552,440,335	187,593,295
2029	574,537,949	159,738,551
2030	597,519,467	122,808,147
2031	621,420,245	112,624,320
2032	646,277,055	114,472,188
2033	672,128,138	63,416,456
2034	699,013,263	36,478,577
2035	726,973,794	69,168,895
2036	756,052,745	56,415,639
2037	786,294,855	38,086,996
2038	817,746,649	10,864,032
2039	850,456,515	7,908,369
2040	884,474,776	5,401,670
2041	919,853,767	25,653,270
2042	956,647,918	4,520,900
2043	994,913,834	3,155,250

7. Through greater emphasis on pay-as-you-go infrastructure funding, it is the City's goal to reduce the General Fund transfer for debt service while remaining in compliance with all relevant bond or other debt covenants and indentures. Toward this goal and in compliance with such covenants, the maximum annual General Fund transfer for debt service is to be maintained at 20% of General Fund revenues (excluding state and federal grants) until FY 2019. Beginning in FY 2019 and in each subsequent fiscal year, the maximum annual General Fund transfer for debt service is to be reduced by 0.5% annually until it reaches 10% of General Fund revenues (excluding state and federal grants), at which point the maximum is to be held constant and remain at 10%. ***In Compliance***

General Fund Transfer Limit:	20.0%
FY 2016 budgeted General Fund Transfer:	13.1%

8. The City's desired target for average weighted General Obligation bond maturities is 12 years or less. ***In Compliance***

The average weighted General Obligation bond maturity as of April 30, 2015 is 8.5 years.

9. When refunding debt, the average weighted maturity of the refunded bonds may not be extended by more than one year unless approved by a two-thirds vote of the City Council present and voting. ***In Compliance***

<u>Series</u>	<u>Delivery Date</u>	<u>Average life of refunded bonds</u>	<u>Average life of refunding bonds</u>
Combined Utility System First Lien Revenue and Refunding Bonds, Series 2014D	7/9/2014	11.459	11.517
Public Improvement Refunding Bonds, Series 2014A	8/19/2014	10.468	10.365
Convention & Entertainment Hotel Occupancy Tax & Special Revenue Bonds, Series 2014	8/20/2014	15.897	15.906
Convention & Entertainment Hotel Occupancy Tax & Special Revenue Refunding Bonds, Series 2015	3/19/2015	10.768	10.689

10. Other than periodic refundings of commercial paper in accordance with routine City business, the City may initiate a refunding of outstanding debt when:
- A refinancing is expected to relieve the City of financially restrictive covenants;
  - A refinancing is expected to significantly reduce the remaining term of the debt being refunded; or
  - At the transaction's initiation, the City's financial advisors project net present value savings of at least:
    - 3% for Current Refundings, unless the final maturity of the refunded bonds is less than five years, in which case the bonds may be refunded for any savings if the final maturity of the bonds refunded is not extended; and
    - 5% for Advance Refundings, unless the final maturity of the refunded bonds is less than five years, in which case the bonds may be refunded for any savings if the final maturity of the bonds refunded is not extended.

The Finance Working Group will be responsible for confirming that one of the above conditions exists.

***In Compliance***

11. All City financings must comply with applicable Federal, State and Local legal requirements; the Finance Working Group and City Council must approve the issue; the City must analyze the long-term affordability of the debt and assess the issue's impact on the City's self-imposed financial limitations on indebtedness.

***In Compliance***

12. The City shall review all outstanding debt at least annually for the purposes of identifying refunding opportunities. ***In Compliance***
13. A formal Request for Information (RFI) process shall be conducted by the Finance Working Group annually when selecting underwriters in order to promote fairness, objectivity and transparency. The selection committee shall report results of the RFI process to BFA and present recommendations for transactions expected to occur during the following year. RFIs shall include questions related to the areas listed below to distinguish firms' qualifications and experience, including but not limited to:
- a. Relevant experience of the firm and the individuals assigned to the issuer, and the identification and experience of the individual in charge of day-to-day management of the bond sale, including both the investment banker(s) and the underwriter(s);
  - b. A description of the firm's bond distribution capabilities including the experience of the individual primarily responsible for underwriting the proposed bonds. The firm's ability to access both retail and institutional investors should be described;
  - c. Demonstration of the firm's understanding of the issuer's financial situation, including ideas on how the issuer should approach financing issues such as bond structures, credit rating strategies and investor marketing strategies;
  - d. Demonstration of the firm's knowledge of local political, economic, legal or other issues that may affect the proposed financing;
  - e. Documentation of the underwriter's participation in the issuer's recent competitive sales or the competitive sales of other issuers in the same state;
  - f. Analytic capability of the firm and assigned investment banker(s);
  - g. Access to sources of current market information to provide bond pricing data before, during, and after the sale;
  - h. Any finder's fees, fee splitting, or other contractual arrangements of the firm that could present a real or perceived conflict of interest, as well as any pending investigation of the firm or enforcement or disciplinary actions taken within the past three years by the Securities and Exchange Commission, the Municipal Securities Rulemaking Board, or any other regulatory agency.

***In Compliance***

A Request for Information was released on March 2, 2015. The deadline for submissions was March 16, 2015 and 36 responses were received. This was presented and assignments to underwriting pools distributed at the City of Houston Budget and Fiscal Affairs Committee on April 7, 2015. The term of the underwriting pools is through June 30, 2016.

## DEBT SERVICE FUND BUDGET

## Tax Bonds Debt Service Fund Budget

(\$ Thousands)	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
<b>RESOURCES</b>				
Transfers In:				
General Fund for Tax Bonds and COs	243,813	273,000	264,500	295,954
Combined Utility System	27,851	26,190	25,562	23,875
Other Sources	31,192	25,047	25,123	24,008
Third Party Reimbursements	-	3,600	-	-
Inv. Pool Adjustment	1,270	-	641	-
Net Bond Proceeds	71	-	0	-
Other	5,679	-	6,363	3,173
<b>Total Current Revenues</b>	<b>309,875</b>	<b>327,837</b>	<b>322,188</b>	<b>346,995</b>
Beginning Fund Balance	156,516	154,506	134,720	118,485
<b>Total Resources</b>	<b>466,391</b>	<b>482,343</b>	<b>456,909</b>	<b>465,495</b>
<b>EXPENDITURES</b>				
Debt Service Requirements				
Principal Retirement for Tax Bonds	146,655	179,095	180,355	184,910
Principal Retirement for COs*	-	3,084	784	784
Principal Retirement for Commercial Paper	29,550	4,636	-	-
Interest	151,238	146,042	150,828	148,834
Projected Future Debt Service	-	-	-	1,073
Commercial Paper Fees	3,312	4,600	4,456	4,444
Cost of Issuance Expenses	895	-	536	-
Other	20	300	1,465	300
<b>Total Expenditures</b>	<b>331,670</b>	<b>337,756</b>	<b>338,424</b>	<b>340,345</b>
Ending Fund Balance	134,720	144,587	118,485	125,150
<b>Total Expenditures and Ending Fund Balance</b>	<b>466,391</b>	<b>482,343</b>	<b>456,909</b>	<b>465,495</b>

\* "COs" are Certificates of Obligations



## Principal and Interest Payable from Ad Valorem Taxes

Existing debt as of April 28, 2015

Fiscal Year	Tax Bonds		Pension Obligations	
	Principal	Interest <sup>(1)</sup>	Principal	Interest
2016	177,645,000	112,910,756	7,265,000	35,471,161
2017	211,265,000	105,323,881	7,770,000	35,014,193
2018	222,945,000	96,755,286	8,315,000	34,525,460
2019	207,885,000	86,568,164	8,895,000	34,002,446
2020	211,315,000	77,244,216	9,520,000	33,442,951
2021	178,590,000	67,255,634	20,145,000	32,844,143
2022	168,370,000	58,697,047	21,440,000	31,577,022
2023	181,415,000	50,619,973	22,805,000	30,228,446
2024	119,770,000	42,041,705	24,265,000	28,794,012
2025	124,460,000	36,415,597	25,820,000	27,267,743
2026	93,385,000	30,364,372	27,475,000	25,643,665
2027	114,630,000	25,824,910	29,235,000	23,915,488
2028	114,260,000	20,156,689	31,100,000	22,076,606
2029	83,410,000	14,783,135	41,425,000	20,120,416
2030	50,150,000	11,066,631	43,995,000	17,596,516
2031	30,870,000	8,704,046	58,135,000	14,915,274
2032	34,095,000	7,288,690	61,650,000	11,438,498
2033	26,985,000	5,716,099	22,965,000	7,750,357
2034	25,460,000	4,512,827	-	6,505,750
2035	14,945,000	3,373,146	44,345,000	6,505,750
2036	14,290,000	2,647,067	35,400,000	4,078,572
2037	11,585,000	1,954,629	22,425,000	2,122,367
2038	8,590,000	1,393,562	-	880,470
2039	6,045,000	982,899	-	880,470
2040	3,810,000	711,200	-	880,470
2041	3,990,000	532,800	20,250,000	880,470
2042	4,175,000	345,900	-	-
2043	3,005,000	150,250	-	-
	<b>2,447,340,000</b>	<b>874,341,111</b>	<b>594,640,000</b>	<b>489,358,714</b>

(1) Net of Build America Subsidies.

(2) Net of QECB Subsidy.

NOTE: U.S. Treasury subsidy receipts adjusted for 7.2% sequestration reduction.

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**FISCAL YEAR 2016 BUDGET**

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<b>Tax Certificates</b>		<b>TOTAL</b>		<b>Total</b>
<b>Principal</b>	<b>Interest <sup>(2)</sup></b>	<b>Principal</b>	<b>Interest</b>	<b>Debt Service</b>
783,751	451,887	185,693,751	148,833,805	334,527,556
783,751	451,887	219,818,751	140,789,961	360,608,713
1,863,751	451,887	233,123,751	131,732,632	364,856,384
1,918,751	397,887	218,698,751	120,968,497	339,667,248
1,978,751	341,137	222,813,751	111,028,304	333,842,056
2,038,751	281,387	200,773,751	100,381,164	301,154,915
2,098,751	218,637	191,908,751	90,492,707	282,401,458
2,163,751	152,887	206,383,751	81,001,307	287,385,058
783,751	41,944	144,818,751	70,877,660	215,696,412
-	-	150,280,000	63,683,340	213,963,340
-	-	120,860,000	56,008,037	176,868,037
-	-	143,865,000	49,740,398	193,605,398
-	-	145,360,000	42,233,295	187,593,295
-	-	124,835,000	34,903,551	159,738,551
-	-	94,145,000	28,663,147	122,808,147
-	-	89,005,000	23,619,320	112,624,320
-	-	95,745,000	18,727,188	114,472,188
-	-	49,950,000	13,466,456	63,416,456
-	-	25,460,000	11,018,577	36,478,577
-	-	59,290,000	9,878,895	69,168,895
-	-	49,690,000	6,725,639	56,415,639
-	-	34,010,000	4,076,996	38,086,996
-	-	8,590,000	2,274,032	10,864,032
-	-	6,045,000	1,863,369	7,908,369
-	-	3,810,000	1,591,670	5,401,670
-	-	24,240,000	1,413,270	25,653,270
-	-	4,175,000	345,900	4,520,900
-	-	3,005,000	150,250	3,155,250
<b>14,413,762</b>	<b>2,789,541</b>	<b>3,056,393,762</b>	<b>1,366,489,367</b>	<b>4,422,883,128</b>

## FY2016 ANNUAL FINANCING PLAN

The FY2016 Annual Financing Plan (AFP) is a projected schedule for the sale of City bonds, notes and other financings expected in FY2016. 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 FY2016, four transactions are being planned (separate or combined) along with continued issuance under the City's commercial paper programs for a total ranging from \$600 million to \$1.5 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 FY2016 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 FY2016 AFP is outlined below.

Issue	City Component	Planned Issue Size (\$ millions)	Timing of Sale	Security for Issue	Issue Type	Planned Method of Sale	Notes
CP Refunding	GO	50-200	Fall '15	Tax Revenue	Refunding	Negotiated	
CP Refunding	CUS	50-200	Spr '16	System Revenues	Refunding	Negotiated	
CP Refunding	HAS	100-250	Spr '16	System Revenues	Refunding	Negotiated	
TRANS	GO	100-300	Spr '16	Tax Revenue	New	Competitive	
Commercial Paper	GO	100-150	Various	Tax Revenue	New	Competitive	
Commercial Paper	CUS	200-400	Various	System Revenues	New	Competitive	

### FY2016 Liquidity Needs

Series	City Component	Size (\$ millions)	Expiration Date	Purpose
B-1	CUS	100	12/16/2015	Water & Wastewater Capital Projects
K-2	GO	100	12/27/2015	Street & Drainage Appropriations
2004B-2	CUS	100	4/4/2016	Water & Wastewater Capital Projects
2004B-4	CUS	75	4/4/2016	Water & Wastewater Capital Projects
2004B-5	CUS	100	4/4/2016	Water & Wastewater Capital Projects
E-2	GO	100	4/28/2016	CIP - Equipment

### Abbreviations

CEF – Convention & Entertainment Facilities  
 CP – Commercial Paper  
 CUS – Combined Utility System  
 GO – General Obligation  
 HAS – Houston Airport System  
 TRANS – Tax and Revenue Anticipation Notes

## TAX INCREMENT REINVESTMENT ZONES

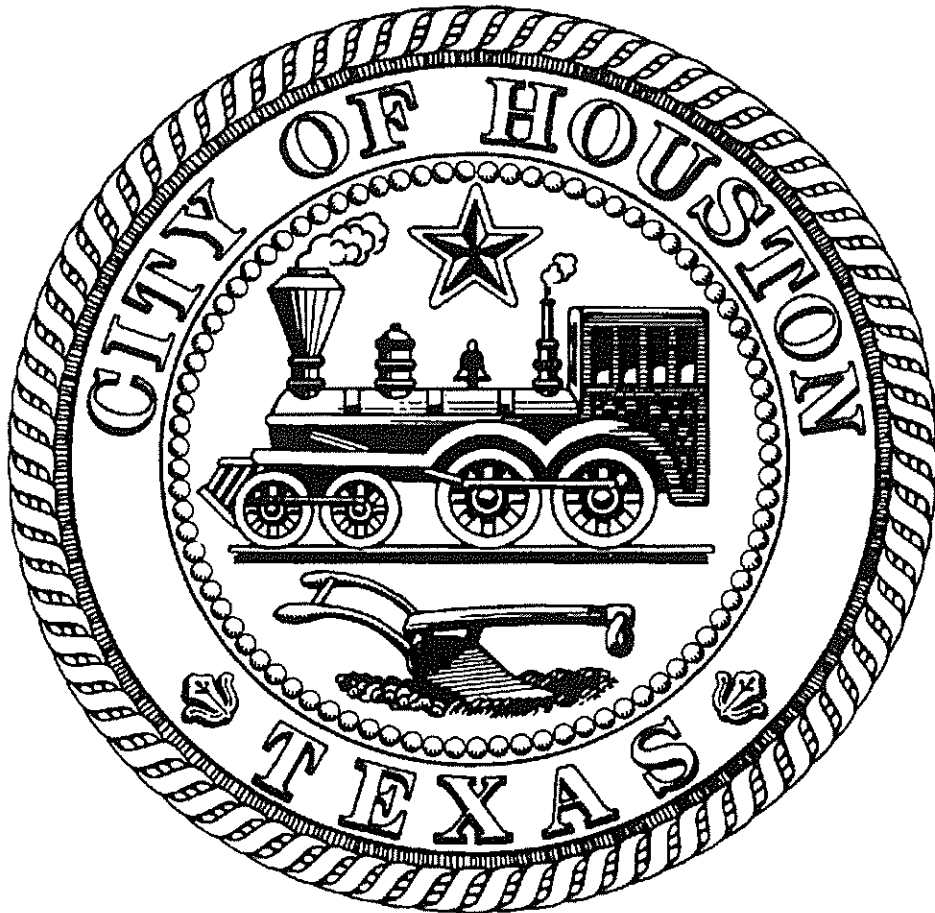
The City of Houston accomplishes a portion of its Capital Improvement Plan through a financing mechanism called a Tax Increment Reinvestment Zone (TIRZ). Each of the City's twenty-five TIRZs share common characteristics:

- 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	764.60
#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	660.50
#6 / Eastside RDA	01/15/1997	12/31/2027	769.98
#7 / OST/Almeda Corridors RDA	05/07/1997	12/31/2028	1,735.28
#8 / Gulfgate RDA	12/10/1997	12/31/2044	8,265.70
#9 / South Post Oak RDA	12/17/1997	12/31/2022	262.70
#10 / Lake Houston RDA	12/17/1997	12/31/2027	3,668.11
#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	166.44
#15 / East Downtown RDA	07/07/1999	12/31/2040	387.02
#16 / Uptown RDA	07/07/1999	12/31/2040	2,758.22
#17 / Memorial City RDA	07/21/1999	12/31/2029	984.98
#18 / Fifth Ward RDA	07/21/1999	12/31/2029	505.29
#19 / Upper Kirby RDA	07/21/1999	12/31/2029	838.78
#20 / Southwest Houston RDA	12/15/1999	12/31/2029	4,033.26
#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	1,460.85
#24 / Greater Houston TIRZ	12/18/2012	12/31/2042	7,548.44
#25 / Hiram Clarke/Fort Bend TIRZ	08/13/2013	12/31/2042	5,735.84



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## 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.

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.

ADVANCE REFUNDING: A refunding under the federal tax code in which the refunded obligation is not redeemed for a period of more than 90 days after the issuance of the refunding issue.

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.

ASSET RENEWAL AND REPLACEMENT: Cyclic repair and replacement of an asset's components [e.g., roofs, electrical systems, heating, ventilation, and air conditioning (HVAC) equipment, paving, replacement vehicles, computer servers, computer networks, and telephony systems] that extends the useful life and/or retains the usable condition of facilities, fleet, and systems not normally contained in the annual operating budget. Included are major building and infrastructure systems and components that have a maintenance cycle in excess of one year.

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.

**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.

**BALANCED BUDGET:** Budget in which revenues and other resources will be sufficient to support expenditures or uses within the fiscal year.

**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.

**BFA:** Budget and Fiscal Affairs Committee of City Council.

**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 STABILIZATION FUND formerly called the "Rainy Day Fund":** Cash reserves available for any lawful use in the event of an emergency including temporary cash flow shortages, major disasters, economic instability, and other emergencies as determined by the City. A temporary cash flow shortage is a period of time where cash inflows are not sufficient to cover required outflows, even after the normal means for managing cash flow have been exhausted. Major disasters are any natural catastrophe including, but not limited to, hurricanes, tornados, floods, severe drought, and explosions, chemical or biological threats, or acts of terrorism. Economic instability is an unforeseen, unbudgeted dire financial situation affecting revenue and/or government spending such as declining property and sales tax revenues over the prior fiscal year and/or a very significant, rapid increase in inflation. Other emergencies are any unusual occasion or instance, unforeseen and/or unanticipated, for which the City expends funds in its efforts to save lives and to protect property, public health and safety or to lessen or avert the threat of catastrophe or major disaster.



**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 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.

**CAPS:** City Accreditation Program for Supervisors.

**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.

CHAPTER 380 AGREEMENTS: An Economic Development Program established pursuant to Chapter 380 of the Texas Local Government Code and City Ordinance 99-674 that allow the City to grant performance based incentives to promote economic development and to stimulate business and commercial development.

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 Bt 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 UNITS: As defined by the Governmental Accounting Standards Board (GASB), component units are legally separate organizations that the City must include as part of its financial reporting entity for fair presentation.

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.

**CURRENT REFUNDING:** Refunding transaction where the refunded obligation will mature or be redeemed within 90 days from the date of issuance of the refunding issue.

**CURRENT REPLACEMENT VALUE:** The standard industry cost and/or engineering estimate of materials, supplies, and labor required to replace a facility or item of equipment at its existing size and functional capability, and to meet applicable regulatory codes. When estimating Current Replacement Value, it should be assumed that code-compliant materials and systems will be used to replace the existing asset. Current Replacement Value is to be estimated for reconstructing an asset as it currently exists, without further modifications or improvements.

**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.

**ELA:** Enterprise License Agreement. A software site license that is issued to a large company. It typically allows unlimited use of the program throughout the organization, although there may be restrictions and limitations. It always foregoes the need to register the software each time it is installed on another computer; however, there may be a master password that is required to activate each copy.

**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.

ENTRY AGE NORMAL ACTUARIAL COST METHOD also called ENTRY AGE ACTUARIAL COST METHOD: A method which actuarial present value of the projected benefits of each individual included in an actuarial valuation is allocated on a level basis over the earnings or service of the individual between entry age and assumed exit age(s). The portion of this actuarial present value allocated to a valuation year is called the normal cost. The portion of this actuarial present value not provided for at a valuation date by the actuarial present value of future normal costs is called the actuarial accrued liability. Under this method, the actuarial gains (losses) are reflected as they occur in a decrease (increase) in the unfunded actuarial accrued liability.

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.

ESRI: Environmental Systems Research Institute. International supplier of Geographic Information System (GIS) software, web GIS and geodatabase management applications.

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.

**FINANCE WORKING GROUP:** Composed of the Mayor and City Controller (as used in connection with the activities of the Finance Working Group, other than the chairing of Finance Working Group meetings, the term "Mayor" or "City Controller" includes the designee of such office holder who may only be a City employee accountable to the designating office holder) and, upon the request of either the Mayor or City Controller, may also include:

- City Attorney or designees
- Finance Director or designees
- Other appropriate department directors or their designees
- Financial Advisor
- Bond Counsel
- Independent Auditor
- Any member of City Council interested in attending, or designee
- Others deemed necessary for the individual financing

**FINANCIAL ADVISOR:** With respect to a new issue of municipal securities, commonly refers to an individual or firm that advises the issuer or other obligated person on matters pertinent to the issue, such as structure, timing, and marketing, fairness of pricing, terms and bond ratings. A financial advisor may also be employed to provide advice on subjects unrelated to a new issue of municipal securities, such as advising on cash flow and investment matters in connection with outstanding municipal securities.

**FISCAL NOTE:** Brief, high-level written estimate of the budgetary and fiscal impacts that may result from implementation of an ordinance, motion or resolution.

**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:** Difference between fund assets and fund liabilities, also known as equity (for enterprise funds, fund balance is referred to as "Net Position" in line with GASB rules).

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 United 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.

HOUSTON CIVIC EVENTS FUND: This fund was created to produce and permit events that enhance the image of the city and highlight Houston's diverse culture.

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: Internal Service Funds are established for the purpose of providing services to City departments on a cost-reimbursement basis. Services provided by personnel in this fund type are charged to the department receiving the services. The Internal Service Funds section includes Health Benefits and Long-Term Disability in FY2016.

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.

ISO: International Organization for Standardization.

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.

LGC: Local Government Corporation. A corporate entity formed by a municipality or county to act on behalf of the government.

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.

LIP: Leadership Institute Program. A 20-week course for front-line supervisors, middle managers and executive managers designed to provide training, develop effective communication skills, and present issues future leaders could face as managers.

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.

MAINTENANCE RENEWAL AND REPLACEMENT FUND: This fund is to provide funds needed to maintain and replace systems in buildings and assets as well as to protect the City of Houston's (City) investments.

MAJOR RENOVATION: Projects for the substantial rehabilitation or replacement of more than one building or building systems.

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.

NON-RECURRING EXPENDITURES: Expenditures not expected to be funded each year. Examples include one-time transfers and one-time purchases.

NON-RECURRING REVENUES: Revenues that cannot be relied upon in future budget periods. Examples include, but are not limited to, Fund Balance, the sale of land (other than City rights-of-way), infrequent, irregular sales of City assets, bond refunding savings, infrequent, irregular revenues from development agreements, interlocal agreements, other contracts, short-term grants and one-time transfers, such as litigation settlements or non-routine transfers of fund balance from other funds.

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.

OPERATING MAINTENANCE: Preventive maintenance, where equipment, vehicles, and computer hardware are maintained *before* breakdown occurs in an attempt to avoid failures, and corrective maintenance, where equipment, vehicles, and computer hardware are maintained *after* breakdown occurs to bring it back to working order.

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.

PAYGO CAPITAL EXPENDITURES: "Pay-As-You-Go" Capital funding is the process of paying for capital expenditures at the time the cost is incurred instead of using credit or debt for the purchase. PAYGO expenditures at the City are those capital expenditures that were historically funded by credit or debt and are now paid for with cash.

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 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.

RECURRING EXPENDITURES: Expenditures expected to be funded each year in order to maintain current/status quo service levels. Recurring Expenditures appear in the budget each year. Examples include salaries, benefits, supplies and services, debt and recurring pass-through expenditures; long-term contractual obligations should also be considered, including availability payments related to participation in a public-private partnership. Other expenditures including, but not limited to, supplies, services, and transfers are recurring to the extent that expenditure levels in the current year match the expenditure levels in the previous year. For example, if computer supplies to support operations are needed every year and budgeted every year, this expenditure is considered recurring.

**RECURRING REVENUES:** Revenues expected to continue year to year with a reasonable degree of predictability. Examples include property taxes, sales taxes, licenses and permits, charges for services, fines and forfeits, franchise fees and recurring pass-through revenues. Small routine right-of-way sales are also considered Recurring Revenues, but all other land sales are Non-Recurring (one-time) Revenues. This does not include Fund Balance.

**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 than an ordinance or statute.

**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.

STATUE: A type of federal or state law that restricts the time within which legal proceedings may be brought.

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.

STRUCTURAL BALANCED BUDGET: Budget that balances Recurring Revenues and Recurring Expenditures and the current portion of all known long-term liabilities within the current fiscal year, including but not limited to: other post-employment benefits (OPEBs); compensated absences; and current annual service cost plus interest on unfunded pension liabilities, which is the difference between the total pension liability and the value of assets set aside in a pension plan to pay benefits, plus amortization of the unfunded liabilities over a program period.

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.

UNASSIGNED FUND BALANCE: The portion of fund's balance that is not assigned 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. Measures are ordered by the Mayor's Priorities and grouped by similarity.

### CUSTOMER MEASURES

Houston Metropolitan Area Employment Rate: Measures the employment rate for Houston-Woodlands-Sugar Land, TX Metropolitan area, based on data from the U.S. Bureau of Labor Statistics. This is a measure of the Houston Metropolitan area's economic condition. Goal: Increase the employment rate throughout the greater Houston Metropolitan Area.

AVERAGE JOB APPLICATIONS PER CITY JOB POSTING: Measures the average number of job applications received per each City job posting. This is a measure of how desirable the public views City employment opportunities. Goal: Increase the number of qualified applicants applying for employment with the City.

911 EMERGENCY CALLS ANSWERED WITHIN 10 SECONDS: Measures the average number of 9-1-1 calls answered within 10 seconds. Goal: Reduce the amount of time it takes to respond to 9-1-1 emergency calls.

POLICE PRIORITY 1 RESPONSE TIME (MINUTES): Measures the average response time from dispatch received to first police unit on the scene for all Priority 1 (highest priority) calls. Goal: Decrease the time it takes to respond to Priority calls.

POLICE UCR PART 1 CRIMES PER 100,000: Measures the total number of Part 1 crimes as defined by the Uniform Crime Reporting (UCR) system. Crimes include: Aggravated assault, forcible rape, murder, robbery, burglary, larceny-theft, and motor vehicle theft. Goal: Maintain levels of Part 1 crime below the 5 year average.

EMS RESPONSE TIME (MINUTES): Measures the average response time in minutes from the time an incident address is verified in the CAD system until the first EMS unit dispatched arrives on scene. Goal: Decrease the time it takes to respond to emergencies.

FIRE RESPONSE TIME (MINUTES): Measures the average response time in minutes from the time an incident address is verified in the CAD system until the first fire unit dispatched arrives on scene. Goal: Decrease the time it takes to respond to emergencies.

311 CALL WAIT TIME (SECONDS): Measures the average wait time (in seconds) for a caller to reach a 311 service representative from the time the caller is initially placed in queue. Goal: Reduce caller 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.

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.

AVERAGE COMPUTER WAIT TIME AT LIBRARIES (MINUTES): Measures the average computer wait time at the City's libraries measured from time of sign-in to the time of computer availability. Goal: Decrease the average computer wait time.

SOLID WASTE RECYCLING UNITS (% OF TOTAL UNITS SERVED): Measures the percentage of residential units serviced that also receive curbside recycling services through either the dual stream or single stream recycling program. Goal: Increase the percentage of residential units participating in curbside recycling.

SOLID WASTE RECYCLING RATE (% OF TOTAL TONNAGE): Measures the percentage of residential units serviced that also receive curbside recycling services through either the dual stream or single stream recycling program. Goal: Increase the percentage of residential units participating in curbside recycling.

### **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 – CITY ENFORCEMENT: Measures the number of dangerous buildings demolitions and cleanups (including collapsed structures) thru enforced abatement by the City. Goal: Increase the number of dangerous buildings demolished.

FOOD FACILITY INSPECTIONS COMPLETED ON TIME: Measures the percentage of food establishments that are completed 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 number of parking citations issued by parking management, other law enforcement agencies and citizen volunteers for all parking violation types. Goal: Ensure compliance with local and state parking codes by actively enforcing the regulations.

WATER REPAIRS COMPLETED: Measures the total number of water line repairs completed 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 SPAY AND NEUTER PROCEDURES COMPLETED: Measures the number of spay and neuter procedures completed. Goal: Increase the number of spay and neuter procedures to control the 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 21 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.

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues By Business Area**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Public Safety</b>					
<b>Fire Department</b>					
421180	Special Fire Permits	6,895,434	6,800,000	6,800,000	7,000,000
421210	Fire Alarm Permits	560,980	500,000	520,000	550,000
421280	Other Licenses & Permits	43,774	36,000	36,000	36,000
421490	Plan Review Fees	1,886,972	1,600,000	2,200,000	2,200,000
421630	Administrative Fee - Licenses & Permits	1,049,222	915,000	1,000,000	1,050,000
424050	Interfund Fire Protection Services	16,581,924	18,082,666	18,082,666	18,814,049
424140	Interfund Inventory	22,786	0	0	0
426010	Hazardous Materials Response	93,115	56,100	175,000	108,000
426020	Hazardous Materials Permit	28,100	35,500	29,000	29,000
426030	Ambulance Fees	38,744,142	37,699,704	41,400,000	37,174,830
426330	Miscellaneous Copies Fees	0	420	0	0
426340	Public Safety Reports Fees	53,032	70,490	49,500	51,505
426350	Fire Fighting Services	743,218	638,015	720,000	740,000
428050	False Alarm Penalties	612,206	550,000	615,000	615,000
428080	Returned Check Charges	144	0	0	0
445050	Cell Tower Revenue	60,946	50,000	59,000	61,522
452020	Recoveries & Refunds	2,322,869	2,200,000	3,100,000	3,150,000
452030	Miscellaneous Revenue	134,353	100,000	225,000	25,000
<b>Sub Total</b>		<b>69,833,217</b>	<b>69,333,895</b>	<b>75,011,166</b>	<b>71,704,906</b>
<b>Municipal Courts Department</b>					
424110	Other Interfund Services	96,000	0	0	0
426330	Miscellaneous Copies Fees	76,320	65,000	115,000	115,000
427010	Moving Violations	16,865,131	17,200,000	14,600,000	15,810,000
427030	MCTP Monthly Time Payment	374,662	432,000	350,000	350,000
427040	Non-Traffic Fines	2,020,362	2,338,450	1,550,000	1,900,000
427050	Failure to Appear Fines	2,121,987	2,050,000	2,050,000	2,050,000
427060	Scire Facias Forfeitures	624,269	644,199	575,000	575,000
427070	Bond Handling Fees	463	769	769	769
427100	Local Court Costs	537,161	564,859	500,000	500,000
427110	Driver Safety Administration Fees	1,460,425	1,481,729	1,375,000	1,375,000
427120	Cash Bond Forfeiture Fees	3,574	3,250	3,250	3,250
427130	Local Arrest Fees	1,284,653	1,377,422	1,150,000	1,150,000
427140	State Arrest Fees	0	2	2	2
427160	Warrant Fees	90,500	127,864	90,000	90,000
427170	HPD Overtime Fee	0	19	19	19
427180	Capias Pro Fine	1,900	3,032	3,032	3,032
427200	Unclaimed Fines & Forfeitures	0	786	786	786
427210	Court Costs/Jury Costs	1,281	706	706	706
427220	Suspended Sentence Fees	4,015,509	3,972,528	3,850,000	3,850,000
427250	Registration Denial Fee	258,333	274,290	274,290	274,290
427260	Dismissal Fees	635,170	680,780	610,000	610,000
427280	In-House Collection Fee	191,678	155,321	155,321	155,321
428080	Returned Check Charges	5,553	6,570	6,570	6,570
434340	Cashier Overages	(505)	0	0	0
452030	Miscellaneous Revenue	493,752	434,725	434,725	445,000
<b>Sub Total</b>		<b>31,158,178</b>	<b>31,814,301</b>	<b>27,694,470</b>	<b>29,264,745</b>
<b>Police Department</b>					
424060	Interfund Airport Police Services	22,025,690	24,686,257	25,186,257	26,039,447
425050	Indirect Cost Recovery-Auto Dealers	892,675	1,042,065	1,042,065	1,099,039
426260	Police Services	1,170,718	165,000	342,000	165,000
426330	Miscellaneous Copies Fees	0	0	100	0
426340	Public Safety Reports Fees	882,513	843,000	913,000	913,000
426370	Training Services	15,856	26,000	26,000	26,000

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues By Business Area**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
426430	Facility Rental Fees	45,945	46,000	46,554	46,554
427200	Unclaimed Fines & Forfeitures	6,643	0	5,000	0
428030	Release of Liens	521	0	0	0
428040	Vehicle Tow-Away Fees	1,572	2,200	2,200	2,200
428080	Returned Check Charges	0	200	200	200
428090	Miscellaneous Fines & Forfeitures	143,683	100,000	210,000	100,000
434225	Sale of Non-Capital Equip. & Merchandis	85,215	60,000	60,000	60,000
434505	Prior Year Expenditure Recovery	(154,869)	0	(6,000)	0
434510	Prior Year Revenue	599,918	0	0	0
443130	Pay Phone Concessions	209,987	200,000	110,000	110,000
452020	Recoveries & Refunds	3,553,814	2,300,000	2,242,500	2,300,000
452030	Miscellaneous Revenue	14,287	1,150	5,000	2,000
490020	Transfer from Special Revenue Fund	1,532,950	1,500,000	1,557,500	1,550,000
<b>Sub Total</b>		<b>31,027,118</b>	<b>30,971,872</b>	<b>31,742,376</b>	<b>32,413,440</b>
<b>Total Public Safety</b>		<b>132,018,513</b>	<b>132,120,068</b>	<b>134,448,012</b>	<b>133,383,091</b>
<b>Development &amp; Maintenance Services</b>					
<b>General Services</b>					
424110	Other Interfund Services	1,996,524	2,674,595	2,828,882	2,862,556
426420	Building Space Rental Fees	785,151	767,304	782,894	839,480
426430	Facility Rental Fees	22,199	18,974	26,622	26,452
428060	Other Interest Income	301,000	300,000	301,644	301,644
434240	Sale of Capital Assets-Land/Streets	0	1,000,000	1,000,000	1,000,000
443160	Vending Machine Concessions	248,785	303,000	188,885	253,697
445050	Cell Tower Revenue	1,100	0	4,000	0
452030	Miscellaneous Revenue	0	0	201	0
490120	Transfer from Component Unit	366,460	366,461	366,461	366,461
<b>Sub Total</b>		<b>3,721,219</b>	<b>5,430,334</b>	<b>5,499,589</b>	<b>5,650,290</b>
<b>Planning &amp; Development</b>					
421250	Valet Parking Operator Permits	46	0	0	0
421290	Tower Application Review Fee	1,406	707	2,900	2,180
421630	Administrative Fee - Licenses & Permits	143,695	128,951	128,351	75,653
426020	Hazardous Materials Permit	532	1,499	500	1,651
426070	Hotel & Motel Ordinance	4,261	3,315	5,187	3,858
426250	Platting Fees	6,016,317	5,261,675	6,850,000	5,057,929
426290	Other Service Charges	4,021	0	10,108	0
426320	City Maps & Related Items	707	450	450	450
428080	Returned Check Charges	24	50	0	50
431020	Contributions from Others	0	0	150,101	125,000
434510	Prior Year Revenue	32	0	0	50
452010	Release of Special Deposits	0	0	187	0
452030	Miscellaneous Revenue	18,022	1,000	45,308	1,000
456250	Sewage Disposal	0	0	48	0
<b>Sub Total</b>		<b>6,189,063</b>	<b>5,397,647</b>	<b>7,193,140</b>	<b>5,267,821</b>
<b>Public Works &amp; Engineering</b>					
424140	Interfund Inventory	(323,221)	0	0	0
434235	Sale of Capital Assets	39,557	0	55,627	175,000
434240	Sale of Capital Assets-Land/Streets	977,658	1,500,000	3,863,660	4,325,000
452020	Recoveries & Refunds	561,056	554,600	554,600	554,600
457010	Interfund Land Acquisition	316,300	339,600	339,600	339,600
<b>Sub Total</b>		<b>1,571,350</b>	<b>2,394,200</b>	<b>4,813,487</b>	<b>5,394,200</b>
<b>Solid Waste Management</b>					
421320	Dumpster Permits	2,532,703	2,520,000	2,600,000	2,684,000
421630	Administrative Fee - Licenses & Permits	337,325	359,000	347,000	347,000

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues By Business Area**

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
426100	Non-Resident Garbage Fee	539,579	505,000	570,000	588,000
426110	Extra Container Garbage Fee	1,531,169	1,466,000	1,542,000	1,542,000
428080	Returned Check Charges	433	800	800	800
434305	Judgments & Claims	6,790	15,000	15,000	15,000
434505	Prior Year Expenditure Recovery	0	0	2,379	0
452020	Recoveries & Refunds	0	500	500	500
452030	Miscellaneous Revenue	5,705	10,000	10,000	10,000
<b>Sub Total</b>		<b>4,953,704</b>	<b>4,876,300</b>	<b>5,087,679</b>	<b>5,187,300</b>
<b>Total Development &amp; Maintenance Services</b>		<b>16,435,336</b>	<b>18,098,481</b>	<b>22,593,895</b>	<b>21,499,611</b>
<b>Human &amp; Cultural Services</b>					
<b>Department of Neighborhoods</b>					
421200	Other Building & Construction Permits	8,196	2,000	4,590	2,000
424160	Interfund Affirmative Action Services	236,536	302,850	302,850	306,044
426090	Demolition Fees	630,667	520,435	520,435	520,435
426120	Weed Cutting Fees	518,528	438,039	438,039	438,039
426330	Miscellaneous Copies Fees	1,194	1,000	1,000	1,000
426480	Securing/Boarding - Nuisance Abatement	40,081	11,665	11,665	11,665
426485	Visual Blight - Nuisance Abatement	1,316	1,366	1,366	1,366
428030	Release of Liens	129,219	97,759	97,759	97,759
428080	Returned Check Charges	2,691	0	72	0
428105	Interest on Liens-Contract	654,057	546,719	546,719	546,719
434505	Prior Year Expenditure Recovery	496	0	0	0
444010	Private Contributions	8,500	0	0	0
452030	Miscellaneous Revenue	25,899	0	37,507	0
<b>Sub Total</b>		<b>2,257,380</b>	<b>1,921,833</b>	<b>1,962,002</b>	<b>1,925,027</b>
<b>Health and Human Services</b>					
421010	Special Food Permits	1,327,716	1,299,200	1,351,700	1,387,300
421020	Food Dealers Permits	3,677,782	3,748,200	3,743,700	4,017,000
421030	Food Managers Permits	455,719	483,700	450,900	486,900
421040	Mobile Food Vendor Licenses	491,118	473,200	515,200	528,800
421060	Miscellaneous Health Permits	1,221,792	1,150,000	1,300,000	1,214,200
421630	Administrative Fee - Licenses & Permits	202,613	164,800	235,500	242,200
422010	Medicaid Title XIX	379,045	450,000	200,000	196,000
422153	Intergovernmental Revenue - 1115 Waive	8,456,901	10,064,538	13,280,800	14,050,200
424140	Interfund Inventory	(827)	0	0	0
425110	Indirect Cost Recovery-Grants	2,428,038	2,122,400	2,050,000	2,050,000
426130	Dental Fees	12,588	11,000	7,000	6,000
426300	Certified Copies Fees	1,793,245	1,800,000	1,800,000	1,800,000
426330	Miscellaneous Copies Fees	3,557	1,000	5,000	3,400
426420	Building Space Rental Fees	361,741	450,000	248,200	446,500
426430	Facility Rental Fees	61,357	62,400	62,400	62,400
428080	Returned Check Charges	696	500	1,600	1,000
434305	Judgments & Claims	21	0	100	0
434340	Cashier Overages	2,285	100	2,400	2,100
444010	Private Contributions	185	0	0	0
447020	Garage Parking Revenue	188,123	180,000	180,000	184,100
452030	Miscellaneous Revenue	19,153	16,100	18,500	9,000
<b>Sub Total</b>		<b>21,082,848</b>	<b>22,477,138</b>	<b>25,453,000</b>	<b>26,687,100</b>
<b>Library</b>					
425040	Indirect Cost-HALAN	99,000	99,000	99,000	99,000
425110	Indirect Cost Recovery-Grants	81	0	0	0
426040	Library Service Charges	9,432	10,000	10,000	10,000
426151	Passport Service Fee	555,675	400,000	450,000	450,000
426430	Facility Rental Fees	9,375	9,000	11,600	11,000

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues By Business Area**

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
428020	Library Fines	564,578	550,000	450,000	400,000
443120	Photocopier Concessions	973	1,100	1,100	1,000
443150	Telecommunications Revenue	0	100	100	0
443160	Vending Machine Concessions	862	1,000	1,000	800
445050	Cell Tower Revenue	17,120	15,000	15,913	15,913
447020	Garage Parking Revenue	64,791	60,000	55,000	50,000
451040	Interfund Postage	1,068	1,000	10,868	1,000
452020	Recoveries & Refunds	2,400	1,000	1,000	1,000
452030	Miscellaneous Revenue	4,335	5,000	5,000	4,000
<b>Sub Total</b>		<b>1,329,690</b>	<b>1,152,200</b>	<b>1,110,581</b>	<b>1,043,713</b>
<b>Parks and Recreation</b>					
422122	Municipal Service Fees - TIRZ	608,000	624,800	624,800	624,800
426290	Other Service Charges	0	0	0	0
452020	Recoveries & Refunds	463,773	462,500	484,900	484,900
452030	Miscellaneous Revenue	14,498	15,500	15,000	15,500
<b>Sub Total</b>		<b>1,086,271</b>	<b>1,102,800</b>	<b>1,124,700</b>	<b>1,125,200</b>
<b>Total Human &amp; Cultural Services</b>		<b>25,756,189</b>	<b>26,653,971</b>	<b>29,650,283</b>	<b>30,781,040</b>
<b>Administrative Services</b>					
<b>Administration and Regulatory Affairs</b>					
412010	Sales Tax	(217,406)	0	0	0
413010	Mixed Beverage Tax	(72,469)	0	0	0
416010	Electricity Franchise Tax	99,535,309	99,169,603	99,171,777	99,751,844
417010	Telephone Franchise Tax	43,891,689	42,225,000	42,700,000	41,165,000
418010	Natural Gas Franchise Tax	16,492,563	14,538,332	14,538,332	14,839,561
419010	Cable TV Franchise Tax	21,938,022	21,200,000	23,400,000	23,900,000
419040	Solid Waste Hauler Franchise Fee	6,703,065	6,400,000	6,750,000	6,980,000
419050	Spur Track Franchise Fee	21,551	20,426	20,426	20,426
419070	Fiber Optics Franchise Fee	45,831	45,184	45,184	44,600
419090	Telecomm Franchise Fees - Prior Year	21,527	0	7,976	(300,000)
419110	Cable TV Franchise Fees-Prior Year	(274,368)	0	0	0
419120	Solid Waste Franchise Fees-Prior Year	94,574	0	101,727	0
421100	Occupation Licenses	184,052	209,616	186,365	185,947
421110	Sexually Oriented Business Permits	26,890	25,497	23,499	23,158
421130	Decals for Coin-Op-Amusement Machin	399,870	376,673	392,351	374,329
421140	Dance Licenses	56,331	57,440	51,744	57,710
421150	Liquor Licenses	1,325,353	1,516,968	1,402,728	1,358,208
421170	Burglar Alarm Permits	8,801,282	8,400,000	9,215,452	9,139,245
421220	School Bus Licenses & Permits	36,818	32,425	44,218	39,401
421230	Taxicab Licenses & Permits	1,326,885	1,327,420	1,332,848	1,375,160
421280	Other Licenses & Permits	276,565	251,870	781,534	1,008,065
421570	Limousine Permits	1,016,232	870,958	1,094,124	1,027,653
421580	Charter Bus Permits	207,216	142,323	189,947	234,771
421590	Right-of-way Permits	296,383	290,742	290,742	287,000
421600	Jitney Permit & Inspection Fees	5,011	4,881	4,881	5,020
421610	Low Speed Shuttle Permit/Inspection Fee	3,996	1,852	1,852	2,543
421620	Pedicab Permits & Inspection Fees	17,294	9,067	11,547	9,864
421630	Administrative Fee - Licenses & Permits	875,388	805,359	876,843	883,755
424040	Interfund 311	373,571	373,376	373,376	373,376
424080	Interfund Payroll Services	626,722	673,310	657,632	664,570
424110	Other Interfund Services	3,527	0	0	0
426240	Limousine Inspection Fees	115,160	90,716	122,922	106,668
426290	Other Service Charges	90,692	90,270	88,094	87,168
426330	Miscellaneous Copies Fees	84	70	70	62
428050	False Alarm Penalties	1,980,754	1,958,467	1,976,326	1,952,480

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues By Business Area**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
428080	Returned Check Charges	24	0	0	0
428090	Miscellaneous Fines & Forfeitures	199,155	0	18,360	0
434205	Sale of Scrap Metal	52,464	2,000	2,020	2,000
434225	Sale of Non-Capital Equip. & Merchandis	333,276	300,000	303,000	300,000
434505	Prior Year Expenditure Recovery	(496)	0	0	0
434510	Prior Year Revenue	23,585	0	0	0
452020	Recoveries & Refunds	63,344	0	0	0
452030	Miscellaneous Revenue	4,241	0	0	0
<b>Sub Total</b>		<b>206,901,557</b>	<b>201,409,845</b>	<b>206,177,897</b>	<b>205,899,584</b>
<b>City Controller</b>					
434505	Prior Year Expenditure Recovery	(50)	0	0	0
<b>Sub Total</b>		<b>(50)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>City Secretary</b>					
426330	Miscellaneous Copies Fees	9,885	15,000	15,000	15,000
<b>Sub Total</b>		<b>9,885</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Finance Department</b>					
411020	Current Property Tax	894,360,890	978,268,258	980,778,026	1,014,162,334
411030	Current Year Delinquent Property Tax	57,002,510	63,861,740	69,192,230	72,528,149
411040	Delinquent Property Tax - Prior Years	707,123	738,164	713,826	715,996
411150	Prior Year Delinquent Property Tax-2002	17,289	0	0	0
411160	Prior Year Delinquent Property Tax-2003	147,707	19,467	17,289	0
411170	Prior Year Delinquent Property Tax-2004	150,964	166,312	149,107	56,295
411171	Prior Year Delinquent Property Tax-2005	210,640	164,630	152,395	149,560
411172	Prior Year Delinquent Property Tax-2006	110,728	201,489	212,637	152,859
411173	Prior Year Delinquent Property Tax-2007	454,338	284,130	111,777	213,284
411174	Prior Year Delinquent Property Tax-2008	927,916	319,846	458,645	112,117
411175	Prior Year Delinquent Property Tax-2009	1,123,416	625,825	936,712	460,039
411176	Prior Year Delinquent Property Tax-2010	1,493,036	1,215,343	1,134,065	939,560
411177	Prior Year Delinquent Property Tax-2011	2,560,222	2,109,478	1,507,189	1,137,512
411178	Prior Year Delinquent Property Tax-2012	4,974,546	3,056,929	2,294,491	1,511,770
411179	Prior Year Delinquent Property Tax-2013	0	4,806,387	4,519,702	2,302,348
411180	Current Delinquent - P & I	4,892,946	5,312,828	4,694,005	5,005,071
411190	Penalty&Interest-Delinq. Property Tax	7,615,635	6,687,172	7,305,995	7,790,153
411210	Property Tax Rebates	(510,287)	(500,000)	(627,325)	(524,013)
412010	Sales Tax	629,658,216	666,968,000	676,666,000	688,837,000
413010	Mixed Beverage Tax	13,940,986	13,977,900	15,600,760	16,397,311
414010	Bingo Tax	187,371	190,000	214,500	281,670
424110	Other Interfund Services	6,053	10,000	10,000	8,400
426330	Miscellaneous Copies Fees	69	0	181	0
426525	Chapter 125 - Nuisance Abatement	(100,600)	0	0	0
428030	Release of Liens	29,287	24,000	24,000	25,000
428060	Other Interest Income	2,971	11,000	11,000	11,000
428080	Returned Check Charges	0	100	100	300
428095	Red Light Enforcement	0	465,000	150,000	50,000
428100	Interest on Liens-COH	54,597	60,000	48,609	45,000
432010	Interest on Pooled Investments	2,406,699	2,400,650	3,000,000	3,000,000
434150	Streets & Bridges Assessments	111,365	59,300	91,962	60,000
434315	Reimbursement of Court Costs	(1,924)	0	0	0
452020	Recoveries & Refunds	0	50,000	0	50,000
452030	Miscellaneous Revenue	2,414,983	1,276,500	1,243,128	1,225,000
452040	Payment in Lieu of Taxes	2,049,214	0	1,997,273	2,000,000
456255	Misc Operating Revenue	(926,940)	0	0	0
<b>Sub Total</b>		<b>1,626,071,966</b>	<b>1,752,830,448</b>	<b>1,772,608,279</b>	<b>1,823,238,681</b>

**Houston Information Technology Services**

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues By Business Area**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
424210	Interfund Radio Parts & Labor	0	1,440	1,440	1,440
424215	Interfund Radio System Access	48,240	48,240	48,240	90,048
426055	External Radio Parts & Labor	23,310	28,800	80,000	28,800
426520	External Radio System Fees	73,911	342,000	350,000	738,864
434505	Prior Year Expenditure Recovery	274	0	0	0
445050	Cell Tower Revenue	9,150	0	0	0
457020	Interfund Communication Equip Repair	0	5,000	0	0
<b>Sub Total</b>		<b>154,885</b>	<b>425,480</b>	<b>479,680</b>	<b>859,152</b>
<b>Human Resources</b>					
426330	Miscellaneous Copies Fees	17,074	6,000	11,800	10,000
452030	Miscellaneous Revenue	108,770	0	0	0
<b>Sub Total</b>		<b>125,844</b>	<b>6,000</b>	<b>11,800</b>	<b>10,000</b>
<b>Legal</b>					
424070	Interfund Legal Services	1,212,684	1,220,282	1,127,659	1,209,491
426280	Legal Fees	6	0	0	0
426330	Miscellaneous Copies Fees	1,105	700	300	700
434305	Judgments & Claims	2,823,787	15,000	208,137	15,000
452020	Recoveries & Refunds	14,707	5,000	80,000	5,000
452030	Miscellaneous Revenue	13	100	0	100
<b>Sub Total</b>		<b>4,052,302</b>	<b>1,241,082</b>	<b>1,416,096</b>	<b>1,230,291</b>
<b>Mayor's Office</b>					
415010	Industrial District Assessment	16,533,599	15,000,000	16,000,000	18,200,000
421270	City Election Fees	33,750	0	0	35,000
421410	Permit Preparation Fees	27,183	0	0	0
421630	Administrative Fee - Licenses & Permits	4,500	0	4,000	0
434505	Prior Year Expenditure Recovery	2,191	0	0	0
434510	Prior Year Revenue	174,309	0	0	0
490120	Transfer from Component Unit	103,354	0	0	0
<b>Sub Total</b>		<b>16,878,886</b>	<b>15,000,000</b>	<b>16,004,000</b>	<b>18,235,000</b>
<b>Office of Business Opportunity</b>					
424160	Interfund Affirmative Action Services	81,400	83,842	83,842	86,705
426330	Miscellaneous Copies Fees	425	0	1,300	200
452030	Miscellaneous Revenue	27,530	25,000	30,000	35,000
<b>Sub Total</b>		<b>109,355</b>	<b>108,842</b>	<b>115,142</b>	<b>121,905</b>
<b>Total Administrative Services</b>		<b>1,854,304,630</b>	<b>1,971,036,697</b>	<b>1,996,827,894</b>	<b>2,049,609,613</b>
<b>General Government</b>					
<b>General Government</b>					
416020	Miscellaneous Franchise Fee	1,518,904	1,500,000	1,400,054	1,390,006
422122	Municipal Service Fees - TIRZ	4,925,200	4,729,200	4,729,200	4,925,200
422141	Intergovernmental Revenue - TIRZ	5,028,123	5,750,193	6,088,747	6,674,276
423010	Other Grant Awards	1,500,000	0	0	0
425010	Indirect Cost Recovery-Aviation	2,651,941	2,838,374	2,838,374	3,258,744
425020	Indirect Cost Recovery - Civic Center	0	233,181	0	0
425030	Indirect Cost-CUS Fund	6,173,346	8,441,300	8,441,300	9,810,103
425060	Indirect Cost Recover -Public TV	40,528	108,499	108,499	121,463
425070	Indirect Cost-Building Inspection	1,438,831	1,454,707	1,454,316	1,595,671
425080	Indirect Cost Recovery-Street & Drainage	1,120,158	1,015,054	1,015,850	1,101,460
425090	Indirect Cost Recovery-911 Emergency	110,000	110,000	110,000	110,000
425100	Indirect Cost Recovery-Other	3,603,341	6,260,244	6,260,244	7,504,934
426330	Miscellaneous Copies Fees	10,818	1,200	11,090	11,000
431020	Contributions from Others	0	0	109,167	0
434240	Sale of Capital Assets-Land/Streets	0	0	23,500,000	0

**FISCAL YEAR 2016 BUDGET**

**General Fund Revenues By Business Area**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
434305	Judgments & Claims	0	100,000	0	100,000
434330	Subrogations	0	10,000	0	10,000
434505	Prior Year Expenditure Recovery	(709)	50,000	0	50,000
434510	Prior Year Revenue	0	50,000	0	50,000
445050	Cell Tower Revenue	210,559	250,000	255,354	250,000
452020	Recoveries & Refunds	9,982	800,000	2,452,898	1,300,000
452030	Miscellaneous Revenue	(34,070)	250,000	823,041	250,000
490060	Transfer from Civic Center	1,380,000	1,380,000	1,380,000	1,380,000
490120	Transfer from Component Unit	13,853,555	19,892,750	20,039,237	20,428,500
490140	Transfer from Parking Management	9,403,137	7,000,000	7,000,000	7,000,000
<b>Sub Total</b>		<b>52,943,644</b>	<b>62,224,702</b>	<b>88,017,371</b>	<b>67,321,357</b>
<b>Total General Government</b>		<b>52,943,644</b>	<b>62,224,702</b>	<b>88,017,371</b>	<b>67,321,357</b>
<b>Grand Total</b>		<b>2,081,458,312</b>	<b>2,210,133,919</b>	<b>2,271,537,455</b>	<b>2,302,594,712</b>



**FISCAL YEAR 2016 BUDGET**

**Citywide Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
<b>Taxes</b>					
<b>General Property Taxes</b>					
411020	Current Property Tax	894,360,890	978,268,258	980,778,026	1,014,162,334
411030	Current Year Delinquent Property Tax	57,002,510	63,861,740	69,192,230	72,528,149
411040	Delinquent Property Tax - Prior Years	707,123	738,164	713,826	715,996
411041	Prior Year Delinquent Property Tax-2014	0	0	0	4,534,966
411150	Prior Year Delinquent Property Tax-2002	17,289	0	0	0
411160	Prior Year Delinquent Property Tax-2003	147,707	19,467	17,289	0
411170	Prior Year Delinquent Property Tax-2004	150,964	166,312	149,107	56,295
411171	Prior Year Delinquent Property Tax-2005	210,640	164,630	152,395	149,560
411172	Prior Year Delinquent Property Tax-2006	110,728	201,489	212,637	152,859
411173	Prior Year Delinquent Property Tax-2007	454,338	284,130	111,777	213,284
411174	Prior Year Delinquent Property Tax-2008	927,916	319,846	458,645	112,117
411175	Prior Year Delinquent Property Tax-2009	1,123,416	625,825	936,712	460,039
411176	Prior Year Delinquent Property Tax-2010	1,493,036	1,215,343	1,134,065	939,560
411177	Prior Year Delinquent Property Tax-2011	2,560,222	2,109,478	1,507,189	1,137,512
411178	Prior Year Delinquent Property Tax-2012	4,974,546	3,056,929	2,294,491	1,511,770
411179	Prior Year Delinquent Property Tax-2013	0	4,806,387	4,519,702	2,302,348
411180	Current Delinquent - P & I	4,892,946	5,312,828	4,694,005	5,005,071
411190	Penalty&Interest-Delinq. Property Tax	7,615,635	6,687,172	7,305,995	7,790,153
411210	Property Tax Rebates	(510,287)	(500,000)	(627,325)	(524,013)
Subtotal	General Property Taxes	<u>976,239,619</u>	<u>1,067,337,998</u>	<u>1,073,550,766</u>	<u>1,111,248,000</u>
412010	Sales Tax	629,440,810	666,968,000	676,666,000	688,837,000
<b>Other Tax</b>					
413010	Mixed Beverage Tax	13,868,517	13,977,900	15,600,760	16,397,311
414010	Bingo Tax	187,371	190,000	214,500	281,670
449110	Hotel Occupancy Tax	88,415,934	89,750,000	90,509,000	92,500,000
449510	Delinquent Hotel Occupancy Tax	1,703,023	1,300,000	1,000,000	1,250,000
Subtotal	Other Tax	<u>104,174,845</u>	<u>105,217,900</u>	<u>107,324,260</u>	<u>110,428,981</u>
<b>Total Taxes</b>		<u><b>1,709,855,274</b></u>	<u><b>1,839,523,898</b></u>	<u><b>1,857,541,026</b></u>	<u><b>1,910,513,981</b></u>
<b>Industrial District Assessment</b>					
415010	Industrial District Assessment	16,533,599	15,000,000	16,000,000	18,200,000
<b>Total Industrial District Assessment</b>		<u><b>16,533,599</b></u>	<u><b>15,000,000</b></u>	<u><b>16,000,000</b></u>	<u><b>18,200,000</b></u>
<b>Franchise Fees</b>					
<b>Electric Franchise</b>					
416010	Electricity Franchise Tax	99,535,309	99,169,603	99,171,777	99,751,844
416020	Miscellaneous Franchise Fee	1,518,904	1,500,000	1,400,054	1,390,006
Subtotal	Electric Franchise	<u>101,054,213</u>	<u>100,669,603</u>	<u>100,571,831</u>	<u>101,141,850</u>
<b>Telephone Franchise</b>					
417010	Telephone Franchise Tax	43,891,689	42,225,000	42,700,000	41,165,000
419090	Telecomm Franchise Fees - Prior Year	21,527	0	7,976	(300,000)
Subtotal	Telephone Franchise	<u>43,913,216</u>	<u>42,225,000</u>	<u>42,707,976</u>	<u>40,865,000</u>
<b>Gas Franchise</b>					
418010	Natural Gas Franchise Tax	16,492,563	14,538,332	14,538,332	14,839,561
<b>Other Franchise</b>					
419010	Cable TV Franchise Tax	21,938,022	21,200,000	23,400,000	23,900,000
419040	Solid Waste Hauler Franchise Fee	6,703,065	6,400,000	6,750,000	6,980,000
419050	Spur Track Franchise Fee	21,551	20,426	20,426	20,426
419070	Fiber Optics Franchise Fee	45,831	45,184	45,184	44,600
419110	Cable TV Franchise Fees-Prior Year	(274,368)	0	0	0
419120	Solid Waste Franchise Fees-Prior Year	94,574	0	101,727	0
421330	Impounded Sign Fees	0	100	0	100
421340	Sign Construction Fees	593,956	736,400	609,700	797,300
421390	Sign Plan Examination Fees	433,956	542,600	451,300	558,100
421430	Annual Boiler Fees	214,080	203,600	150,200	269,700
421470	Occupancy Fees	3,137,886	2,950,800	3,062,300	3,039,300
421520	Heliport/Helistop Inspection Fees	27,464	24,000	24,000	35,000
Subtotal	Other Franchise	<u>32,936,017</u>	<u>32,123,110</u>	<u>34,614,837</u>	<u>35,644,526</u>
<b>Total Franchise Fees</b>		<u><b>194,396,009</b></u>	<u><b>189,556,045</b></u>	<u><b>192,432,976</b></u>	<u><b>192,490,937</b></u>

**FISCAL YEAR 2016 BUDGET**

**Citywide Revenues by Category**

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>Licenses and Permits</b>					
419080	Encroachment Franchise Fee	379,252	385,000	400,430	395,000
421010	Special Food Permits	1,327,716	1,299,200	1,351,700	1,387,300
421020	Food Dealers Permits	3,677,782	3,748,200	3,743,700	4,017,000
421030	Food Managers Permits	455,719	483,700	450,900	486,900
421040	Mobile Food Vendor Licenses	491,118	473,200	515,200	528,800
421060	Miscellaneous Health Permits	1,221,792	1,150,000	1,300,000	1,214,200
421070	Swimming Pool Operating Permits	970,752	913,400	1,001,400	1,027,700
421080	Rabies Control Licenses	875,046	925,338	870,338	875,046
421090	Ambulance Permits	274,400	246,100	295,000	302,800
421100	Occupation Licenses	184,052	209,616	186,365	185,947
421110	Sexually Oriented Business Permits	26,890	25,497	23,499	23,158
421130	Decals for Coin-Ope.Amusement Machines	399,870	376,673	392,351	374,329
421140	Dance Licenses	56,331	57,440	51,744	57,710
421150	Liquor Licenses	1,325,353	1,516,968	1,402,728	1,358,208
421161	Auto Dealers Licenses	2,343,161	2,565,000	2,316,000	2,350,000
421162	Electric Signs Fee	375,354	418,600	422,100	430,500
421170	Burglar Alarm Permits	8,801,282	8,400,000	9,215,452	9,139,245
421180	Special Fire Permits	6,895,434	6,800,000	6,800,000	7,000,000
421190	Construction Permits	28,058,492	25,444,800	29,600,000	26,208,100
421200	Other Building & Construction Permits	410,245	393,000	413,453	402,000
421210	Fire Alarm Permits	574,504	513,800	536,300	566,000
421220	School Bus Licenses & Permits	36,818	32,425	44,218	39,401
421230	Taxicab Licenses & Permits	1,326,885	1,327,420	1,332,848	1,375,160
421240	Wrecker Licenses & Permits	567,379	500,000	543,000	550,000
421250	Valet Parking Operator Permits	64,569	56,299	62,768	62,768
421270	City Election Fees	33,750	0	0	35,000
421280	Other Licenses & Permits	3,128,713	2,953,799	3,545,663	3,759,994
421290	Tower Application Review Fee	1,406	707	2,900	2,180
421300	Facility Permits	44,405	43,000	41,100	40,000
421310	Mobility Permits	2,051,340	1,306,200	2,557,349	2,478,900
421320	Dumpster Permits	2,532,703	2,520,000	2,600,000	2,684,000
421350	Site Inspection Fees	360,614	387,600	379,600	415,500
421370	Sign Operation Fees	4,221,589	3,709,800	4,217,100	3,713,100
421371	Sign Op Fee-Off Perm	99,659	103,500	191,100	99,700
421372	Sign Op Fee-Off Perm	50,814	49,900	49,900	47,800
421373	Sign Operation Fees-New Operating-City	470,025	454,000	495,800	455,600
421380	Sign Contractor Licenses	84,483	92,200	96,200	93,800
421400	Miscellaneous Sign Fees	69,416	50,200	62,175	53,700
421410	Permit Preparation Fees	27,183	24,654	24,654	22,000
421420	A/C Boiler Cons Prmt	5,008,415	5,055,000	5,503,500	5,206,700
421440	Elevator Permits	817,776	858,800	858,800	884,600
421450	House Moving Permits	14,511	16,500	17,191	15,200
421460	Mobile Home Permits	325,309	344,300	475,000	429,800
421490	Plan Review Fees	2,083,546	1,806,300	2,416,800	2,397,600
421491	Plan Review - Per Sheet Fee	1,929,738	1,622,900	1,929,700	1,895,300
421500	Electrical Permits	9,518,846	8,867,200	11,375,400	9,133,200
421510	Plumbing Permits	6,317,149	5,909,300	6,837,100	6,086,600
421530	Special Event Permits	66,961	100,000	75,000	75,000
421540	Closed Use Permits	226,557	112,500	115,300	115,300
421550	Street Cut Permit	924,542	1,100,000	884,500	1,000,000
421560	Flood Plain Dev Prmt	1,171,868	1,000,000	1,118,000	1,000,000
421570	Limousine Permits	1,016,232	870,958	1,094,124	1,027,653
421580	Charter Bus Permits	207,216	142,323	189,947	234,771
421590	Right-of-way Permits	296,383	290,742	290,742	287,000
421600	Jitney Permit & Inspection Fees	5,011	4,881	4,881	5,020
421610	Low Speed Shuttle Permit/Inspection Fees	3,996	1,852	1,852	2,543
421620	Pedicab Permits & Inspection Fees	17,320	9,067	11,547	9,864
421630	Administrative Fee - Licenses & Permits	10,626,436	10,493,010	10,603,294	11,055,708
421640	LED Changeable Message Sign	35,678	93,000	61,300	159,500
421700	Multi-Family Rental Building Inspections	184,258	301,600	173,000	202,600

**FISCAL YEAR 2016 BUDGET**

**Citywide Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
456105	Oil and Gas Well Permits	9,703	2,500	2,500	5,000
456110	Stormwater Quality Mgmt Permits	174,423	265,000	216,500	254,500
456115	Industrial Waste Discharge Permits	4,907	5,000	5,000	5,000
456120	Development Permits	460,259	200,000	200,000	200,000
<b>Total Licenses and Permits</b>		<b>115,743,336</b>	<b>109,429,969</b>	<b>121,996,013</b>	<b>115,947,005</b>
<b>Intergovernmental</b>					
422010	Medicaid Title XIX	379,045	450,000	200,000	196,000
422030	Department of Transportation Grants	314,652	60,000	100,000	100,000
422110	Criminal Justice Division Grant Awards	393,211	393,211	386,415	386,415
422122	Municipal Service Fees - TIRZ	5,543,200	5,364,000	5,364,000	5,560,000
422141	Intergovernmental Revenue - TIRZ	5,028,123	5,750,193	6,088,747	6,674,276
422150	Intergovernmental Revenue - Metro	56,103,200	57,081,900	57,081,900	58,366,000
422153	Intergovernmental Revenue - 1115 Waiver	20,471,801	24,363,443	30,802,880	33,443,293
423010	Other Grant Awards	3,176,810	1,738,642	1,738,642	1,508,642
<b>Total Intergovernmental</b>		<b>91,410,042</b>	<b>95,201,389</b>	<b>101,762,584</b>	<b>106,234,626</b>
<b>Charges for Services</b>					
<b>Charges for Services</b>					
426010	Hazardous Materials Response	93,115	56,100	175,000	108,000
426020	Hazardous Materials Permit	28,632	36,999	29,500	30,651
426030	Ambulance Fees	38,744,142	37,699,704	41,400,000	37,174,830
426040	Library Service Charges	9,432	10,000	10,000	10,000
426050	Animal Control Fees	120,736	95,719	120,000	120,000
426055	External Radio Parts & Labor	23,310	28,800	80,000	28,800
426060	Clinical Fees	466,169	460,000	526,000	588,000
426070	Hotel & Motel Ordinance	4,261	3,315	5,187	3,858
426090	Demolition Fees	630,667	520,435	520,435	520,435
426100	Non-Resident Garbage Fee	539,579	505,000	570,000	588,000
426110	Extra Container Garbage Fee	1,531,169	1,466,000	1,542,000	1,542,000
426120	Weed Cutting Fees	518,528	438,039	438,039	438,039
426130	Dental Fees	21,181	11,000	14,000	13,000
426140	Laboratory Fees	132,270	106,200	106,200	109,900
426151	Passport Service Fee	654,134	525,200	450,000	450,000
426170	Recreation Sports & Education Program	314,932	433,800	429,900	437,700
426180	Tennis Court Fees	181,294	190,000	180,900	182,000
426190	Golf Fees	3,174,554	3,623,600	3,339,600	3,541,500
426200	Admission and User Fees	71,669	63,300	76,000	86,500
426210	Special Events Reimbursement	54,466	26,600	49,900	49,800
426220	Vehicle Storage Notification	251,180	245,000	274,000	245,000
426230	Vehicle Auction Fees	229,833	220,000	217,000	220,000
426240	Limousine Inspection Fees	115,160	90,716	122,922	106,668
426250	Platting Fees	6,016,317	5,261,675	6,850,000	5,057,929
426260	Police Services	6,503,673	13,672,030	13,637,408	13,633,006
426270	Utility District Application Review	41,890	12,000	12,000	12,000
426280	Legal Fees	6	0	0	0
426290	Other Service Charges	2,408,730	2,128,670	2,142,302	2,328,768
426300	Certified Copies Fees	1,793,245	1,800,000	1,800,000	1,800,000
426320	City Maps & Related Items	65,697	60,550	64,550	60,550
426330	Miscellaneous Copies Fees	176,925	144,490	216,241	217,862
426340	Public Safety Reports Fees	935,545	913,490	962,500	964,505
426350	Fire Fighting Services	743,218	638,015	720,000	740,000
426360	Reimbursement for 911 Staff	11,802,033	13,237,543	13,237,543	13,497,863
426370	Training Services	123,198	122,600	112,200	125,700
426390	Misc. Services to Other Agencies	475,388	380,500	380,500	380,300
426420	Building Space Rental Fees	9,205,815	9,200,115	9,174,333	9,653,609
426430	Facility Rental Fees	7,642,951	7,586,274	7,616,576	7,434,606
426440	Park Facility Use Fees	150,686	323,800	265,000	260,000
426480	Securing/Boarding - Nuisance Abatement	40,081	11,665	11,665	11,665
426485	Visual Blight - Nuisance Abatement	1,316	1,366	1,366	1,366
426490	Alternate Method Review Fee	16,587	16,300	19,200	16,800
426495	Investigation Fee	16,376	17,000	5,500	17,000

**FISCAL YEAR 2016 BUDGET**

**Citywide Revenues by Category**

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
426500	Drainage Charge Revenue	105,338,590	103,827,500	103,827,500	103,903,900
426510	Environmental Lab Services	277,157	289,000	345,800	425,700
426520	External Radio System Fees	73,911	342,000	350,000	738,864
426525	Chapter 125 - Nuisance Abatement	(5,600)	0	0	0
441010	Signatory Landings	88,391,535	96,236,052	93,465,138	92,955,000
441015	Carrier Incentive Program	(4,294,009)	(3,500,000)	(5,500,000)	(3,500,000)
441020	Aviation Fuel Revenue	1,529,186	1,430,370	1,545,411	1,612,886
441030	Aircraft Parking Revenue	2,714,944	2,531,136	2,531,136	2,531,136
442030	Terminal Space Rental Fees	161,868,681	178,290,957	169,791,284	184,344,000
442035	Terminal Space Nonair Rental Fees	1,428,318	1,409,247	1,591,616	1,392,055
442040	Cargo Building Rental Fees	2,432,378	2,397,255	2,514,131	2,574,406
442050	Hangar Rental Fees	6,604,514	6,374,161	6,338,980	6,548,747
442060	Grounds Rental Fees	8,055,413	8,373,524	8,393,087	9,471,457
442070	Other Rental Fees	921,315	1,146,700	977,300	1,074,700
443010	Temporary Park Concessions	34,232	40,800	40,500	48,300
443020	Terminal Concession Agreements	385,135	387,300	377,900	387,300
443030	Terminal Operation Agreement	229,201	213,800	208,500	160,200
443040	Other Recreational Concessions	926,985	931,700	926,100	933,100
443050	Auto Rental Concessions	32,782,520	32,464,918	33,245,281	33,375,512
443060	Ground Transport Concessions	8,301,317	8,341,224	8,847,853	8,900,330
443080	Special Events Concessions	10,000	24,489	25,224	25,980
443120	Photocopier Concessions	973	1,100	1,100	1,000
443130	Pay Phone Concessions	209,987	200,000	110,000	110,000
443150	Telecommunications Revenue	0	100	100	0
443160	Vending Machine Concessions	293,092	369,000	241,285	307,397
443190	Retail Concessions	41,816,702	40,851,709	43,210,796	43,128,734
445050	Cell Tower Revenue	1,178,749	1,169,668	1,240,130	1,233,298
447010	Metered Parking Revenue	6,920,348	6,427,665	6,827,665	6,827,665
447020	Garage Parking Revenue	100,009,922	99,092,751	104,637,673	112,031,974
447030	Surface Parking Revenue	1,261,992	1,397,751	1,304,894	1,329,808
447031	Commerce Surface Lot Revenue	59,054	34,370	(7,194)	34,370
447033	Commerce Street Annex Surface Lot Rev	17,235	20,520	20,520	20,520
447035	Washington Ave Parking Revenue	0	138,960	138,960	141,000
447040	Contract Parking Revenue	697,798	540,866	942,071	764,498
453010	Retail Water Sales	381,708,143	392,890,500	383,437,476	410,164,000
453012	Con Treat Wat NonGov	29,616,410	35,745,400	35,745,400	37,621,000
453013	Ret Wat Bill Adjusts	(3,211,332)	(3,841,700)	(3,841,700)	(3,813,000)
453014	Area 1&2GRPFFeesNnGv	157,481	0	0	0
453015	Area3 GRP Fees Nngov	6,928,428	0	0	0
453020	Bulk Water Sales - Treated	0	37,789,900	37,789,900	36,951,000
453022	Con Tr Ind WatNonGov	3,348,320	0	0	0
453030	Bulk Water Sales - Untreated	4,066,151	48,733,800	48,733,800	50,532,000
453032	ConUntCWAHWY225NnGv	24,774,886	0	0	0
453033	ConUntLkHousIndNonGv	5,824,308	0	0	0
453035	ConUntSoCanIndNonGv	5,423,421	0	0	0
453036	ConUntSoCanAgriNonGv	119,167	0	0	0
453038	ConUntCWABportNonGov	7,426,016	0	0	0
453039	ConUntCWANWLATNonGv	190,615	0	0	0
453116	In City MUD Water Rebates Government	(649,854)	(605,600)	(605,600)	(536,000)
453120	Con Tr Bulk Wat Gov	34,189,617	0	0	0
454010	Sewer Service Revenue	455,686,711	464,861,300	454,009,300	483,238,000
454012	Sewer Bill Adjusts	(13,078,424)	(14,344,600)	(14,344,600)	(14,905,000)
454116	In City MUD Sewer Rebates Government	(1,308,533)	(1,102,700)	(1,102,700)	(1,161,000)
455010	Sewer Service Penalties	(33,509)	8,500,000	5,500,000	4,500,000
455020	Water Service Penalties	(24,507)	7,500,000	4,500,000	4,500,000
455030	Drainage Charge Penalty	1,324,261	2,100,000	1,100,000	653,000
455040	Utility Services Penalties	9,514,492	0	0	0
456125	Fire Sprinkler Fees	5,465,916	5,500,000	5,500,000	5,762,000
456130	Water Meter Rental Fees	155,899	100,000	100,000	100,000
456135	Delinquent Reconnection Fees	437,574	500,000	500,000	500,000
456140	Tap Installation Fees	5,000	5,000	5,000	2,000

**FISCAL YEAR 2016 BUDGET**

**Citywide Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
456145	Meter Installation Fees	877,801	500,000	500,000	500,000
456150	Engineering Inspection Fees	572,455	300,000	300,000	300,000
456155	Meter Testing Fees	2,131	2,000	2,000	2,000
456160	Transient Meter Relocation Fee	4,417	2,500	2,500	2,500
456165	New Customer Fees	336,697	300,235	323,059	300,000
456170	Account Record Fees	1,551	1,500	1,500	500
456175	Disposal Fees	221,425	270,948	210,948	202,426
456176	Recycling Revenues	0	0	0	0
456180	Fertilizer Sales	222,684	160,000	160,000	160,000
456185	Contract Revenue from Water Authority	1,916,534	2,180,000	2,180,000	1,500,000
456210	Missed Appointment	8,965	5,000	5,000	5,000
456220	Tenant Notice	33,929	2,000	2,000	10,000
456225	Failure to Apply	97,939	90,000	90,000	90,000
456230	Illegal Turn On	3,931	1,200	1,200	1,200
456235	Lock Device Damage/Repair	289	100	100	100
456240	Submeter Application	12,740	7,000	7,000	7,000
456245	Evaporation Credit Processing Fee	185,864	150,000	150,000	150,000
456250	Sewage Disposal	12,800	11,000	11,048	10,000
456253	Badging Fees	884,756	781,560	881,560	935,121
456256	Newsrack Permit and Decal Fees	14,905	585	585	585
456260	Oper Recov & Refunds	2,297,239	2,625,828	2,627,984	2,082,984
456265	Municipal Setting Designation Application	42,000	20,000	20,000	20,000
<b>Subtotal Charges for Services</b>		<b>1,632,349,374</b>	<b>1,685,922,959</b>	<b>1,660,918,968</b>	<b>1,737,029,463</b>
<b>Total Charges for Services</b>		<b>1,632,349,374</b>	<b>1,685,922,959</b>	<b>1,660,918,968</b>	<b>1,737,029,463</b>
<b>Fines and Forfeits</b>					
<b>Municipal Courts Fines and Forfeits</b>					
427010	Moving Violations	16,865,131	17,200,000	14,600,000	15,810,000
427020	Parking Violations	9,458,692	9,207,987	9,207,987	9,207,987
427030	MCTP Monthly Time Payment	374,662	432,000	350,000	350,000
427040	Non-Traffic Fines	2,020,362	2,338,450	1,550,000	1,900,000
427050	Failure to Appear Fines	2,121,987	2,050,000	2,050,000	2,050,000
427060	Scire Facias Forfeitures	624,269	644,199	575,000	575,000
427070	Bond Handling Fees	463	769	769	769
427080	Municipal Courts Technology	1,368,218	1,372,365	1,175,196	1,245,707
427090	Residential Parking Permit	122,089	115,000	130,000	130,000
427100	Local Court Costs	537,161	564,859	500,000	500,000
427110	Driver Safety Administration Fees	1,460,425	1,481,729	1,375,000	1,375,000
427120	Cash Bond Forfeiture Fees	3,574	3,250	3,250	3,250
427130	Local Arrest Fees	1,284,653	1,377,422	1,150,000	1,150,000
427140	State Arrest Fees	0	2	2	2
427160	Warrant Fees	90,500	127,864	90,000	90,000
427170	HPD Overtime Fee	0	19	19	19
427180	Capias Pro Fine	1,900	3,032	3,032	3,032
427200	Unclaimed Fines & Forfeitures	6,643	786	5,786	786
427210	Court Costs/Jury Costs	1,281	706	706	706
427220	Suspended Sentence Fees	4,015,509	3,972,528	3,850,000	3,850,000
427230	Boot Fees	449,798	456,586	493,052	559,131
427250	Registration Denial Fee	258,333	274,290	274,290	274,290
427260	Dismissal Fees	635,170	680,780	610,000	610,000
427270	Juvenile Case Manager Revenue	1,247,049	1,179,069	1,179,069	1,249,813
427280	In-House Collection Fee	191,678	155,321	155,321	155,321
427290	Truancy Prevention and Diversion Revenue	80,728	164,437	164,437	174,303
<b>Subtotal Municipal Courts Fines and Forfeits</b>		<b>43,220,275</b>	<b>43,803,450</b>	<b>39,492,916</b>	<b>41,265,116</b>
<b>Other Fines and Forfeits</b>					
428020	Library Fines	564,578	550,000	450,000	400,000
428030	Release of Liens	160,348	121,859	121,859	122,859
428040	Vehicle Tow-Away Fees	1,572	2,200	2,200	2,200
428050	False Alarm Penalties	2,592,960	2,508,467	2,591,326	2,567,480
428060	Other Interest Income	347,415	311,000	312,644	312,644
428080	Returned Check Charges	192,275	270,020	268,110	70,220

**FISCAL YEAR 2016 BUDGET**

**Citywide Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
428090	Miscellaneous Fines & Forfeitures	1,176,316	889,000	1,017,360	854,000
428095	Red Light Enforcement	0	465,000	150,000	50,000
428100	Interest on Liens-COH	54,597	60,000	48,609	45,000
428105	Interest on Liens-Contract	654,057	546,719	546,719	546,719
<b>Subtotal Other Fines and Forfeits</b>		<b>5,744,118</b>	<b>5,724,265</b>	<b>5,508,827</b>	<b>4,971,122</b>
<b>Total Fines and Forfeits</b>		<b>48,964,393</b>	<b>49,527,715</b>	<b>45,001,743</b>	<b>46,236,238</b>
<b>Interest</b>					
432010	Interest on Pooled Investments	22,526,262	14,806,046	16,308,924	16,446,300
<b>Total Interest</b>		<b>22,526,262</b>	<b>14,806,046</b>	<b>16,308,924</b>	<b>16,446,300</b>
<b>Miscellaneous/Other</b>					
431020	Contributions from Others	159,052	705,000	1,359,568	831,300
431030	Donated/Seized Asset Additions	0	0	2,101,842	0
434150	Streets & Bridges Assessments	111,365	59,300	91,962	60,000
434205	Sale of Scrap Metal	374,793	235,935	279,724	423,900
434215	Sale of Non-Capital Rolling Stock	0	500	0	0
434220	Sale of Impounded Vehicles	567,364	500,000	565,000	500,000
434225	Sale of Non-Capital Equip. & Merchandise	496,774	360,000	385,173	360,000
434230	Animal Adoption	212,629	205,000	205,000	215,000
434255	Sale of Recyclable Materials	943,401	1,331,432	844,195	1,544,195
434305	Judgments & Claims	4,440,042	1,212,701	1,791,838	1,212,701
434315	Reimbursement of Court Costs	(1,924)	0	0	0
434330	Subrogations	0	10,000	0	110,000
434335	Recover Damage-Infrastructure	155,087	149,000	150,850	79,700
434340	Cashier Overages	1,862	200	2,900	2,200
434355	Pay or Play Revenue	370,946	400,000	532,823	560,782
434505	Prior Year Expenditure Recovery	178,350	50,000	(3,621)	50,000
434510	Prior Year Revenue	(5,171,972)	3,439,770	1,004,579	50,050
434515	Street Milling Sale Earnings	800,234	950,000	850,000	810,000
435510	Confiscations	9,509,226	8,100,000	7,392,000	7,373,073
444010	Private Contributions	366,381	190,000	249,600	240,000
444020	PEG Contributions - Ongoing Support	97,004	99,000	95,300	100,000
444030	PEG Contributions - State Franchises	4,191,659	4,043,300	4,494,700	4,594,500
451000	Escrow Deposit-Bond refunding	0	0	952,033	0
452010	Release of Special Deposits	0	0	187	0
452020	Recoveries & Refunds	7,258,867	6,425,100	8,979,155	7,948,500
452030	Miscellaneous Revenue	13,245,282	10,517,681	13,235,057	10,993,583
452040	Payment in Lieu of Taxes	2,049,214	0	1,997,273	2,000,000
456255	Misc Operating Revenue	(220,149)	344,360	730,222	357,802
458030	Impact Fee Transfer	27,237,824	21,000,000	33,907,560	23,000,000
<b>Total Miscellaneous/Other</b>		<b>67,373,311</b>	<b>60,328,279</b>	<b>82,194,920</b>	<b>63,417,286</b>
<b>Other Resources</b>					
434235	Sale of Capital Assets	392,933	50,000	227,688	225,000
434240	Sale of Capital Assets-Land/Streets	2,747,496	3,200,000	31,425,477	6,325,000
434245	Sale of Capital Assets - Vehicles	702,491	201,000	301,427	190,000
<b>Total Other Resources</b>		<b>3,842,920</b>	<b>3,451,000</b>	<b>31,954,592</b>	<b>6,740,000</b>
<b>Grand Total</b>		<b>3,902,994,520</b>	<b>4,062,747,300</b>	<b>4,126,111,746</b>	<b>4,213,255,836</b>

Total include General, Special and Enterprise Funds; and exclude interfund transfers between those funds.

Totals do not include Service Chargeback and internal Service Funds.

**FISCAL YEAR 2016 BUDGET**

**Citywide Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	458,895,982	508,994,965	483,095,111	520,960,735
500020	Salary Base Pay - Classified	545,580,111	562,669,710	562,354,125	585,216,173
500030	Salary Part Time - Civilian	6,543,876	8,863,602	8,036,258	10,320,705
500040	Salary Assignment Pay - Classified	6,831,731	6,823,166	7,171,082	7,521,444
500045	Patrol Incentive Pay	2,421,769	2,499,487	2,499,487	2,842,000
500050	Sal-Edu/Incen-Classfd	16,298,246	16,615,670	16,632,286	16,887,324
500060	Overtime - Civilian	26,055,683	21,269,260	25,129,001	22,186,438
500070	Overtime - Classified	46,831,898	50,190,981	49,035,993	45,512,174
500090	Premium Pay - Civilian	2,212,017	2,299,840	2,354,232	2,502,350
500110	Bilingual Pay - Civilian	927,182	968,341	981,538	1,006,165
500120	Bilingual Pay - Classified	3,153,313	3,225,343	3,264,940	3,232,378
500130	Equipment Allowance-Classified	10,820,585	10,558,236	10,557,236	10,836,228
500150	Shift Differential Pay-Classified	4,164,029	4,025,623	4,025,623	4,416,173
500160	Training Incent.-Classified	30,980,110	31,019,597	31,014,697	31,384,796
500170	Weekend Prem Pay-Classified	3,487,285	3,460,664	3,460,664	3,802,004
500180	Temporary Employees	1,306,001	1,133,649	1,133,649	979,748
500190	Temporary Higher Class Pay	1,732,306	1,775,063	1,509,879	1,500,805
500210	Pay for Performance-Municipal	47,422	218,541	1,072,737	232,841
500240	HOPE Community Service Usage	3,765	4,100	2,874	2,000
500250	HOPE Union Business Usage	31,031	30,722	32,295	25,747
501020	Clothing Allowance - Classified	1,341,225	1,332,400	1,332,300	1,386,200
501030	Earned Leave - Civilian	556,040	0	0	0
501040	Earned Leave - Classified	1,498,261	1,500,000	1,406,232	1,500,000
501050	Employee Awards	17,316	24,200	25,148	25,200
501060	Moving Expenses	80,319	102,943	46,765	55,000
501070	Pension - Civilian	107,150,601	129,165,451	122,501,971	142,538,067
501080	Pension - Fire	63,757,651	91,232,217	92,436,055	92,624,950
501090	Pension - Police	102,043,780	113,000,200	113,000,200	148,500,000
501100	Phase Down Classified	13,582,957	15,802,189	15,802,189	16,361,451
501110	Strategic Staffing-Classified	572,953	600,000	600,000	1,000,000
501120	Termination Pay - Civilian	7,401,942	6,461,661	7,629,245	7,046,625
501130	Termination Pay - Classified	9,036,786	12,942,620	12,127,895	12,767,672
501140	Third Party Disability B-Classified	3,647,986	3,833,073	3,832,323	3,871,861
501150	Trainees for Classified Service - Cadets	6,353,361	8,416,045	7,907,797	9,189,308
501160	Vehicle Allowance - Civilian	77,386	86,061	78,411	86,042
501170	Vehicle Allowance - Classified	208,250	225,985	225,985	220,000
502010	FICA - Civilian	37,002,909	41,814,699	39,206,797	43,031,458
502020	FICA - Classified	7,680,324	8,114,757	8,084,642	8,140,304
503010	Health Ins-Act Civilian	83,156,137	90,643,358	87,261,346	87,610,765
503015	Basic Life Insurance - Active Civilian	270,464	300,781	288,938	302,787
503020	Health Ins.Act-Classified	104,216,348	101,942,974	101,914,177	102,387,709
503025	Basic Life Insurance - Active Classified	321,625	337,379	337,371	352,134
503040	Health/Life Ins.Ret-Classified	18,168,706	19,669,613	19,667,413	18,570,394
503050	Health/Life Insurance - Retiree Civilian	23,499,173	20,945,216	20,918,318	19,911,520
503060	Long Term Disability-Civilian	828,044	927,648	870,607	931,678
503061	Long Term Disability-Classified	277,624	330,882	330,882	342,191
503070	Municipal Pension-Other Classified	247,676	225,717	225,717	257,000
503080	Workers Compensation-Classified-Admi	1,988,994	2,557,248	2,603,572	2,947,570
503090	Workers Compensation-Civilian-Admin	2,740,186	2,978,945	2,859,234	3,531,307

**FISCAL YEAR 2016 BUDGET**

**Citywide Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
503100	Workers Compensation-Civilian-Claim	5,619,875	4,921,047	4,980,250	5,070,195
503110	Workers Compensation-Classified-Claim	12,976,129	10,131,659	9,933,659	9,878,092
504010	Pension - GASB 27 Pension Accrual	3,259,269	0	0	0
504020	Compensation Contingency	0	6,493,499	4,912,351	7,955,269
504030	Unemployment Claims - Administration	497,701	934,386	708,477	866,512
504031	Unemployment Claims	0	35,915	35,915	35,915
504040	Res For Police Enhanc.-Classified	165,000	975,000	975,000	1,275,000
504060	Health Benefits-Fire	648,930	670,000	630,000	650,000
<b>Total</b>	<b>Personnel Services</b>	<b>1,789,216,270</b>	<b>1,936,322,328</b>	<b>1,899,060,889</b>	<b>2,022,588,404</b>
511010	Chemical Gases & Special Fluids	23,488,017	27,394,295	26,250,501	27,897,560
511015	Cleaning & Sanitary Supplies	2,635,489	2,437,535	2,596,030	2,766,759
511020	Construction Materials	11,940,082	15,794,821	13,956,607	16,085,109
511025	Electrical Hardware & Parts	3,812,732	4,225,930	3,765,388	4,741,893
511030	Mechanical Hardware & Parts	2,095,219	2,320,105	2,399,603	2,437,471
511035	Meters Hydrants & Plumbing Supplies	1,918,352	2,446,003	1,826,590	2,077,232
511040	Audiovisual Supplies	722,128	421,828	393,149	426,518
511045	Computer Supplies	2,180,150	2,991,655	2,572,081	2,966,810
511050	Paper & Printing Supplies	651,431	1,094,350	987,468	1,135,225
511055	Publications & Printed Materials	610,655	715,203	619,498	727,769
511060	Postage	2,777,781	2,891,531	2,885,601	2,966,367
511070	Miscellaneous Office Supplies	2,735,794	2,571,546	2,531,159	2,553,014
511075	Library Circulation Supplies	29,790	30,000	29,300	30,000
511080	General Laboratory Supplies	1,376,987	1,122,391	1,025,466	1,135,017
511085	Drugs & Medical Chemicals	864,431	927,767	975,319	1,065,782
511090	Medical & Surgical Supplies	2,041,860	1,938,421	2,096,679	2,054,669
511095	Small Technical & Scientific Equipment	174,839	569,519	677,772	1,882,775
511100	Veterinary & Animal Supplies	949,961	1,233,588	1,362,187	1,103,606
511105	Trained Police Animals	15,830	18,000	22,500	8,000
511110	Fuel	36,659,000	36,351,973	35,598,488	36,259,559
511115	Vehicle Repair & Maintenance Supplies	538,876	864,504	826,618	974,162
511120	Clothing	6,599,366	5,331,369	5,336,706	5,840,431
511125	Food Supplies	481,223	676,862	629,522	980,302
511130	Weapons Munitions & Supplies	4,074,410	2,480,039	2,269,341	967,150
511135	Recreational Supplies	517,909	405,176	412,350	406,690
511140	Landscaping & Gardening Supplies	565,653	701,200	607,119	607,500
511145	Small Tools & Minor Equipment	1,977,380	2,129,536	2,126,110	2,089,400
511150	Miscellaneous Parts & Supplies	3,846,804	3,834,304	3,520,477	4,171,946
511155	Inventory Sales	500,700	521,325	521,400	395,200
511160	Protective Gear	675,345	600,132	687,908	701,464
511164	Breathing Apparatus Repair Supplies	390,507	452,198	475,000	459,395
511165	Fire Fighting Equipment	283,646	367,400	298,385	301,639
<b>Total</b>	<b>Supplies</b>	<b>118,132,347</b>	<b>125,860,506</b>	<b>120,282,322</b>	<b>128,216,414</b>
520100	Temporary Personnel Services	10,383,886	11,918,597	11,896,569	11,789,652
520101	Janitorial Services	4,598,920	5,736,694	5,431,189	5,936,166
520102	Security Services	7,063,422	11,880,222	10,634,565	11,818,286
520103	Subrecipient Contract Services	2,066,816	4,530,343	4,174,453	3,151,243
520104	Claims Payment Services	0	5,000	5,000	5,000



**FISCAL YEAR 2016 BUDGET**

**Citywide Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520105	Accounting & Auditing Services	3,759,264	3,211,242	3,151,452	3,343,588
520106	Architectural Services	230,054	228,700	243,328	111,500
520107	Computer Info/Contr	10,909,135	15,420,591	14,447,098	16,902,510
520108	Information Resource Services	1,897,308	2,084,948	1,823,817	1,600,008
520109	Medical Dental & Laboratory Services	1,331,590	920,442	910,937	1,225,825
520110	Management Consulting Services	17,743,924	20,543,055	16,595,962	19,499,674
520111	Real Estate Services	185,449	217,524	219,774	220,493
520112	Banking Services	962,116	832,855	910,228	908,701
520113	Photographic Services	23,552	35,118	22,494	24,400
520114	Miscellaneous Support Services	13,613,791	17,296,944	15,456,491	18,573,198
520115	Real Estate Lease/Office Rental	9,207,011	9,840,933	9,833,385	10,234,348
520116	Parking Services Contract	17,641,079	20,877,241	19,028,931	21,459,317
520117	Security Equipment Services	0	235,000	235,000	415,000
520118	Refuse Disposal	28,474,016	26,407,770	25,745,313	26,248,577
520119	Computer Eq/SW Mnt	3,039,615	4,055,572	3,921,919	3,846,757
520120	Communications Equipment Services	3,113,344	4,104,226	3,160,276	3,531,887
520121	IT Application Svcs	12,069,423	11,536,402	12,113,284	13,169,969
520122	Office Equipment Services	220,846	244,982	251,789	251,122
520123	Vehicle & Motor Equipment Services	17,119,174	1,622,145	1,626,974	1,489,981
520124	Other Equipment Services	13,862,218	16,787,525	16,556,775	21,445,595
520126	Construction Site Work Services	9,800,285	9,836,914	7,921,360	8,906,049
520127	Structural Construction Work Services	27,024	363,200	370,700	394,300
520128	Other Construction Work Services	123,640	920,515	862,235	1,507,928
520129	Sewer Authority Contracts	833,002	868,000	868,000	864,000
520130	Water Authority Contracts	27,308,057	31,238,700	29,738,700	31,224,200
520131	Water Authority Contracts Debt Service	18,875,214	18,064,000	18,064,000	17,683,800
520132	Contracts/Sponsorships	7,600,321	8,091,356	8,091,356	6,439,115
520133	Private Investigative Services	3,382	14,700	14,700	11,760
520136	Billing & Collection Services	1,337,686	4,281,613	4,304,692	4,733,710
520138	Zoo Contract	8,950,947	9,290,310	9,290,310	9,513,994
520139	Motor Pool Charges	249	4,200	3,650	3,650
520140	Civic Arts	9,212	1,999	1,999	1,999
520141	Engineering Services	3,118,758	816,064	3,647,850	1,920,600
520142	Classified C.S. Arbitration Cost	90,829	84,714	84,714	100,000
520143	Credit/Bank Card Services	2,312,317	2,373,796	3,041,639	3,116,128
520144	Limited Purpose Annexation Payment	47,190,651	51,973,682	51,973,682	54,195,685
520145	Criminal Intelligence Services	2,482,238	1,061,541	960,528	934,950
520146	Contract Instructor Sports	376,721	381,800	282,100	463,000
520147	Management Initiative Savings	394,864	756,691	730,467	554,900
520149	Internship Program	4,000	0	0	0
520150	GT EZ Tag Fees	28,634	24,800	28,500	41,100
520151	Parking EZ Tag Fees	0	2,000	3,611	7,420
520152	Telemetry Services	2,081,645	2,100,000	2,100,000	2,100,000
520153	Protective Gear Cleaning Services	826,272	790,596	820,600	812,800
520155	Construction Management - External Co	10	0	0	0
520157	Computer Software Maintenance Service	5,049,829	8,212,312	7,956,322	8,806,524
520158	Computer Equipment Maintenance Servi	468,848	984,638	927,781	962,700
520159	Non-Sub-Recipient Grant Contract	530,919	944,919	703,500	588,700
520160	CIP-Software	639,019	738,000	674,000	124,000

**FISCAL YEAR 2016 BUDGET**

**Citywide Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520170	Generator Equipment Services	2,854,824	2,894,400	2,894,400	2,894,400
520510	Mail/Delivery Services	1,109,462	1,557,320	1,511,107	1,588,825
520515	Print Shop Services	653,469	762,274	609,532	711,661
520520	Printing & Reproduction Services	1,576,090	835,760	671,062	760,211
520605	Advertising Services	2,408,476	5,227,490	4,843,793	4,387,313
520705	Insurance Fees	11,127,203	13,467,425	11,134,010	12,105,198
520710	State/Federal Inspection Fees	3,586,168	3,771,135	3,771,135	3,773,075
520715	Arbitrage Expenses	(117,358)	10,000	10,000	10,000
520720	Fines	34,881	30,000	30,000	30,000
520725	Assessments - Other Governments	1,305,325	1,934,634	1,626,955	1,931,055
520730	Tax Appraisal Fees	7,788,238	8,800,000	8,800,000	8,963,403
520735	Tax Refunds	584,257	0	0	0
520739	Ambulance Refund	1,442	368,717	368,717	368,717
520740	Document Recording/Filing Fees	72,181	66,460	66,460	66,460
520745	Third Party Collection Fees	59,206	515,600	285,600	353,100
520750	Elections	2,268,264	0	0	2,500,000
520755	Contingency	518,589	2,721,464	2,013,657	6,595,815
520760	Contributions	15,644,211	16,972,910	16,972,910	17,853,660
520763	Intergov Contribution-1115 Waiver	8,456,901	12,892,778	12,892,778	13,650,174
520765	Membership & Professional Fees	2,953,894	3,472,512	3,453,898	3,185,595
520770	Insurance Administration Fees	60	0	0	0
520780	Juror Compensation	82,080	107,359	89,000	107,359
520805	Education & Training	2,475,520	4,241,188	3,818,257	5,770,347
520806	Paramedic/EMT Continuing Edu	34,200	59,000	59,000	1,089,195
520807	Initial/Recert EMS Training	582,534	595,438	595,438	777,120
520815	Tuition Reimbursement	1,077,856	1,101,000	1,101,000	1,101,000
520900	CIP-Capital Equipment Acquisition	341,529	94,200	28,800	0
520905	Travel - Training Related	1,479,315	2,023,824	1,821,309	2,294,768
520910	Travel - Non-Training Related	811,723	1,588,721	1,536,065	1,508,918
521305	Indirect Cost Recovery Payment	14,678,760	18,323,916	17,837,807	20,824,574
521306	Indirect Cost -PWE	3,561,800	3,946,500	3,946,500	4,678,200
521315	Reimbursement for Energy Leakage Tes	20,000	0	0	0
521405	Building Maintenance Services	43,151,715	46,378,673	43,630,377	48,747,396
521410	Sewer Services	3,310,199	3,554,295	3,149,926	2,754,000
521415	Land and Grounds Maintenance	5,623,027	7,343,850	7,469,185	8,529,973
521420	Infrastructure Maintenance Service	13,830,752	20,053,953	31,239,923	23,151,100
521435	Water Services	1,507,074	1,969,294	1,671,497	1,412,722
521440	Steam/Chilled Water Services	256,900	467,507	204,305	204,305
521505	Electricity	101,048,315	107,824,861	106,842,477	106,276,648
521510	Natural Gas	6,132,594	6,777,242	5,541,341	6,015,092
521515	Electricity Fran Fee Exp	1,453,116	1,448,020	1,419,824	1,391,870
521605	Data Services	5,155,071	6,847,832	7,014,273	7,601,466
521610	Voice Services	11,456,672	12,673,078	12,439,117	11,639,929
521615	Radio Communications	48,240	53,300	53,380	53,300
521620	Voice Equipment	517,151	418,485	386,962	127,532
521625	Voice Labor	312,701	509,807	612,320	699,056
521630	GIS Revolving Fund Services	1,852,262	2,647,333	2,645,855	2,568,806
521635	Voice Services -Wireless	2,774,601	2,699,720	2,740,642	3,137,421
521705	Vehicle/Equipment Rental/Lease	1,903,474	2,250,706	1,950,050	2,369,099

**FISCAL YEAR 2016 BUDGET**

**Citywide Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
521715	Office Equipment Rental	2,177,375	2,177,467	2,100,106	2,270,227
521720	Computer Equipment Rental	261,989	694,400	694,400	481,700
521725	Other Rental	2,778,884	2,997,560	3,086,867	3,815,104
521730	Parking Space Rental	1,184,402	1,378,927	1,417,449	1,388,201
521735	Hobby Parking Space Rental	286,743	341,914	362,250	347,203
521905	Legal Services	3,623,298	4,413,863	6,356,388	4,887,300
521910	Legal Svcs - Crt Report	5,230	21,600	26,183	27,900
522205	Metro Commuter Passes	947,777	1,223,111	1,097,158	1,216,620
522305	Freight Charges	49,856	78,033	70,584	68,632
522405	Management Savings	670	0	139,500	0
522410	Cashier Shortages	557	1,200	1,222	900
522420	Petty Cash/Change Special Fund	278	1,500	578	1,500
522430	Misc Othr Svcs & Chrg	9,315,558	17,851,488	15,791,927	56,203,515
522431	EMS Equipment Maint	103,787	191,400	191,400	118,000
522432	Life Safety Equipment Maintenance	552,453	535,701	535,701	494,910
522435	Interest Charges Past Due Accounts	20,791	2,503	4,052	2,000
522620	Claims & Judgments	17,734,341	19,646,101	19,710,776	14,327,101
522705	Interfund Environmental Inspection	350,000	350,000	350,000	350,000
522720	Interfund Payroll Services	565,403	653,464	648,004	644,353
522721	Interfund HR Client Services	10,175,564	11,605,473	11,612,924	13,717,116
522722	KRONOS Service Chargeback	880,037	949,005	949,759	1,153,274
522735	Interfund Communication Equipment Rej	0	88,250	88,150	108,690
522750	Interfund Land/Property Appraisal Servic	316,300	339,600	339,600	338,200
522760	Interfund Billing & Collection Service	17,163	48,091	44,272	43,772
522765	Interfund Legal Services	829,685	971,700	971,700	896,900
522780	Interfund Photo Copy Services	18,559	25,000	25,000	25,000
522795	Other Interfund Services	9,289,189	12,348,736	13,350,631	12,090,015
522810	Interfund Carpentry & Painting	990,050	615,000	1,220,000	1,365,100
522820	Interfund EB Cape Training	2,710	0	0	0
522845	Interfund Vehicle Services	42,077,921	61,323,872	60,726,193	63,660,754
531160	Issuance Expense Cost-Commercial Pa	1,169,652	573,500	596,911	604,765
<b>Total</b>	<b>Other Services and Charges</b>	<b>714,071,712</b>	<b>818,543,571</b>	<b>806,174,328</b>	<b>880,424,419</b>
560010	Land	0	0	0	500,000
560120	Capital Exp-Building & Bldg Improvemer	41,862	2,296,534	2,121,534	2,485,000
560210	Furniture Fixtures and Equipment	1,477,675	1,622,425	1,419,642	1,647,300
560220	Vehicles	20,949,547	30,611,343	21,914,713	35,282,600
560230	Computer HW and Developed SW	2,682,413	5,105,429	5,377,107	8,131,400
560240	Communication Equipment	15,289	81,430	81,430	131,000
560260	Infrastructure	3,225,603	3,575,600	3,398,159	3,036,800
560810	Cap Exp-Controlled Equipment	14,625	49,468	31,968	1,138,800
561230	Depr - Computer HW and Developed SV	95,325	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>28,502,339</b>	<b>43,342,229</b>	<b>34,344,553</b>	<b>52,352,900</b>
551005	Fixed Assets Restatement	0	1,000	1,000	1,000
551010	Non-Cap Office Furniture & Equipment	1,383,938	2,164,819	1,668,347	1,579,543
551015	Non-Capital Computer Equipment	3,976,967	4,097,798	4,503,516	3,749,935
551020	Non-Capital Communication Equipment	695,792	1,414,600	1,124,952	791,944
551025	Non-Capital Scientific/Medical Equipmer	429,314	1,135,863	631,490	1,225,300

**FISCAL YEAR 2016 BUDGET**

**Citywide Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
551030	Non-Capital Machinery & Equipment	844,871	811,840	676,096	789,662
551035	Non-Capital Library books	4,686,500	4,636,500	4,636,500	4,686,500
551040	Non-Capital Other	157,561	2,763,523	1,145,074	3,849,767
551045	Non-Capital Vehicles/Rolling Stock	4,949	1,300	0	474,105
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>12,179,892</b>	<b>17,027,243</b>	<b>14,386,975</b>	<b>17,147,756</b>
521930	Contingency/Reserve	0	1,000,000	250,000	1,000,000
531015	PIB Prin Retirement	0	0	0	1,040,000
531085	Other Interest	8,232,886	10,825,600	10,709,932	8,389,685
531090	Arbitrage Rebate Payments	29	0	0	0
531110	Commercial Paper Agent Fees	762,222	800,000	800,000	965,000
531135	Interfund Transfers	784,260	0	0	0
531140	Transfers for Principal	17,719,167	16,031,427	16,031,427	13,420,251
531145	Transfers for Interest	5,905,725	8,594,474	8,551,170	13,080,857
531150	Discretionary Debt	13,109,336	14,807,100	14,807,100	14,095,800
531165	Revenue Bonds Principle Retirement	0	0	0	65,000
531170	Rev Bonds COI	152,712	1,360,000	1,360,000	1,360,000
531175	Allen's Creek & Wallisville Principal	116,800	120,600	120,600	124,500
531180	Allen's Creek & Wallisville Interest	1,115,199	1,113,400	1,113,400	1,787,600
532020	Transfers to Capital Projects	249,524,758	236,428,433	230,618,453	202,250,195
532040	Transfers to Component Unit	79,172,725	100,359,780	100,549,952	102,549,584
532050	Trans to PIB Bonds Debt Service	258,554,649	278,189,300	278,189,300	306,534,200
532055	Transfers to Certification of Obligation	350,000	0	0	0
532080	System Debt Service Transfers	492,502,935	535,546,900	531,893,753	577,203,832
532110	System Improvement Transfers	92,747,055	68,069,746	90,732,238	64,529,741
532115	System Operating Reserve	3,235,847	2,000,000	3,027,083	2,000,000
532135	Ch.380 - Transfers to Other Funds	0	14,555,680	14,555,680	26,433,680
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>1,223,986,305</b>	<b>1,289,802,440</b>	<b>1,303,310,088</b>	<b>1,336,829,925</b>
<b>Grand Total Expenditures</b>		<b>3,886,088,865</b>	<b>4,230,898,317</b>	<b>4,177,559,155</b>	<b>4,437,559,818</b>

Totals include General, Special and Enterprise Funds; and exclude interfund transfers between those funds.

Totals do not include Service Chargeback and internal Service Funds.

## REVENUE SUPPORTED DEBT SERVICE

### Combined Utility System

Includes Existing Previous Lien and First Lien Bonds as of April 28, 2015

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	140,685,000	264,835,039	405,520,039
2016	160,450,000	257,862,242	418,312,242
2017	183,600,000	249,859,574	433,459,574
2018	194,235,000	240,382,051	434,617,051
2019	205,530,000	231,429,945	436,959,945
2020	189,389,984	240,816,953	430,206,937
2021	199,840,853	233,651,776	433,492,629
2022	211,982,094	221,441,156	433,423,249
2023	219,448,536	214,592,561	434,041,098
2024	226,901,264	207,073,868	433,975,132
2025	237,133,525	197,018,408	434,151,933
2026	246,769,875	187,150,992	433,920,867
2027	246,472,293	186,367,754	432,840,047
2028	255,389,307	175,857,666	431,246,972
2029	273,475,964	174,364,144	447,840,108
2030	320,625,000	127,021,453	447,646,453
2031	334,360,000	113,318,694	447,678,694
2032	350,010,000	98,790,070	448,800,070
2033	364,685,000	83,688,127	448,373,127
2034	381,090,000	67,944,313	449,034,313
2035	212,110,000	51,685,657	263,795,657
2036	220,180,000	40,905,575	261,085,575
2037	209,900,000	30,097,053	239,997,053
2038	132,485,000	21,632,335	154,117,335
2039	133,225,000	15,183,098	148,408,098
2040	68,800,000	10,349,343	79,149,343
2041	71,265,000	7,162,686	78,427,686
2042	38,930,000	4,692,544	43,622,544
2043	40,660,000	2,963,874	43,623,874
2044	29,160,000	1,420,516	30,580,516
2045	16,715,000	381,025	17,096,025
	<b>6,115,503,694</b>	<b>3,959,940,492</b>	<b>10,075,444,186</b>

**Notes:**

Debt service for the hedged 2004B bonds is calculated at the fixed rate of the associated swap, which is 3.7784%.  
 Debt service for the hedged 2012A bonds is calculated at 4.3284% until December 2016, and 3.7784% thereafter.  
 Debt service for the hedged 2012B bonds is calculated at 4.5284% until December 2018, and 3.7784% thereafter.  
 Debt service for the hedged 2012C bonds is calculated at 4.361% until August 2016, and 3.761% thereafter.

## REVENUE SUPPORTED DEBT SERVICE

### Combined Utility System

Bonds Payable From Gross System Revenue as of April 28, 2015

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	13,410,000	3,646,297	17,056,297
2016	14,070,000	3,613,819	17,683,819
2017	4,100,000	3,104,006	7,204,006
2018	3,455,000	2,943,831	6,398,831
2019	3,590,000	2,794,706	6,384,706
2020	3,755,000	2,625,806	6,380,806
2021	3,960,000	2,437,931	6,397,931
2022	4,125,000	2,251,006	6,376,006
2023	4,300,000	2,055,581	6,355,581
2024	4,515,000	1,835,206	6,350,206
2025	4,735,000	1,603,956	6,338,956
2026	9,535,000	1,247,206	10,782,206
2027	2,430,000	948,081	3,378,081
2028	2,555,000	823,456	3,378,456
2029	2,685,000	719,306	3,404,306
2030	2,765,000	635,828	3,400,828
2031	2,850,000	546,313	3,396,313
2032	2,945,000	441,100	3,386,100
2033	3,060,000	321,000	3,381,000
2034	3,180,000	196,200	3,376,200
2035	3,315,000	66,300	3,381,300
	<b>99,335,000</b>	<b>34,856,938</b>	<b>134,191,938</b>

## REVENUE SUPPORTED DEBT SERVICE

### Convention and Entertainment Facilities

Hotel Occupancy Tax and Special Revenue Bonds as of April 28, 2015

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	25,835,000	11,511,459	37,346,459
2016	24,458,712	21,560,654	46,019,366
2017	19,720,930	27,580,146	47,301,075
2018	21,815,376	27,283,843	49,099,219
2019	22,384,207	26,748,603	49,132,809
2020	23,711,952	26,298,826	50,010,778
2021	24,083,250	25,472,099	49,555,349
2022	21,807,154	29,063,157	50,870,311
2023	21,985,674	29,205,786	51,191,460
2024	22,397,310	29,516,804	51,914,114
2025	22,952,980	29,639,001	52,591,981
2026	23,532,381	29,891,300	53,423,681
2027	24,600,836	29,973,901	54,574,737
2028	25,195,221	29,996,478	55,191,698
2029	25,154,265	30,145,841	55,300,106
2030	25,434,774	30,131,550	55,566,325
2031	25,405,392	30,206,196	55,611,587
2032	25,639,127	30,022,693	55,661,820
2033	26,359,936	29,322,204	55,682,140
2034	27,320,119	28,516,441	55,836,559
2035	4,605,000	2,292,125	6,897,125
2036	4,840,000	2,056,000	6,896,000
2037	5,090,000	1,807,750	6,897,750
2038	5,350,000	1,546,750	6,896,750
2039	5,620,000	1,272,500	6,892,500
2040	5,910,000	984,250	6,894,250
2041	3,670,000	744,750	4,414,750
2042	3,840,000	576,200	4,416,200
2043	3,995,000	419,500	4,414,500
2044	4,160,000	256,400	4,416,400
2045	4,330,000	86,600	4,416,600
	<b>531,204,594</b>	<b>564,129,806</b>	<b>1,095,334,400</b>

Notes:

2001C Bonds assumed interest at 5.0%.

## REVENUE SUPPORTED DEBT SERVICE

### Houston Airport System

Existing debt as of April 28, 2015

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
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
	<b>2,178,590,000</b>	<b>1,329,335,994</b>	<b>3,507,925,994</b>

**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.

July 15, 2015 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.

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name** : Community Health & Assessment  
**Business Area** : Health and Human Services  
**Fund No./Bus. Area No.** : 2020 / 3800

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Estimate</u>
Beginning Fund Balance	201,805	201,805	<b>187,305</b>
Current Revenues	0	0	0
Total Available Resources	<u>201,805</u>	<u>201,805</u>	<u><b>187,305</b></u>
Maintenance and Operations	145,378	14,500	<b>187,305</b>
Total Expenditures	<u>145,378</u>	<u>14,500</u>	<u><b>187,305</b></u>
Planned Ending Fund Balance	<u>56,427</u>	<u>187,305</u>	<u>0</u>
Total Budget	<u><u>201,805</u></u>	<u><u>201,805</u></u>	<u><u><b>187,305</b></u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	56,427	187,305	0
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget and FY2015 Estimate and the FY2016 Estimate for the Community Health & Assessment Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Community Health & 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.

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name :** Fire Training Services Fund  
**Business Area :** Fire Department  
**Fund No./Bus. Area No. :** 2210 / 1200

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Estimate</u>
Beginning Fund Balance	446,483	446,483	285,942
Current Revenues	142,796	160,000	175,000
Total Available Resources	<u>589,279</u>	<u>606,483</u>	<u>460,942</u>
Maintenance and Operations	320,541	320,541	250,000
Total Expenditures	<u>320,541</u>	<u>320,541</u>	<u>250,000</u>
Planned Ending Fund Balance	<u>268,738</u>	<u>285,942</u>	<u>210,942</u>
Total Budget	<u><u>589,279</u></u>	<u><u>606,483</u></u>	<u><u>460,942</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	268,738	285,942	210,942
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, the FY2015 Estimate and the FY2016 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 Training Academy 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.

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name :** Housing Special Revenue Fund  
**Business Area :** Housing & Community Development  
**Fund No./Bus. Area No. :** 2000 / 3200

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Estimate</u>
Beginning Fund Balance	957,608	957,608	957,608
Current Revenues	0	0	0
Total Available Resources	<u>957,608</u>	<u>957,608</u>	<u>957,608</u>
Maintenance and Operations	723,581	0	0
Total Expenditures	<u>723,581</u>	<u>0</u>	<u>0</u>
Planned Ending Fund Balance	<u>234,027</u>	<u>957,608</u>	<u>957,608</u>
Total Budget	<u><u>957,608</u></u>	<u><u>957,608</u></u>	<u><u>957,608</u></u>
<b><u>Fund Balance Distribution</u></b>			
Non-Spendable	0	0	0
Restricted	234,027	957,608	957,608
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, FY2015 Estimate and the FY2016 Estimate for the Housing Special Revenue Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The Housing 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 Department uses these funds to support emergent housing needs and promote affordable housing initiatives.

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

Fund Name : Library Special Revenue  
 Business Area : Library  
 Fund No./Bus. Area No. : 2500 / 3400

	FY2015 Current Budget	FY2015 Estimate	FY2016 Estimate
Beginning Fund Balance	192,062	192,062	207,001
Current Revenues	0	39,939	10,000
Total Available Resources	192,062	232,001	217,001
Maintenance and Operations	37,646	25,000	10,000
Total Expenditures	37,646	25,000	10,000
Planned Ending Fund Balance	154,416	207,001	207,001
Total Budget	192,062	232,001	217,001

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	154,416	207,001	207,001
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, FY2015 Estimate and FY2016 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 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.

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

**Fund Name** : Nuisance Abatement Special Revenue Fund  
**Business Area** : Legal  
**Fund No./Bus. Area No.** : 2214 / 9000

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Estimate</u>
Beginning Fund Balance	5,602	5,602	5,634
Current Revenues	0	32	0
Total Available Resources	<u>5,602</u>	<u>5,634</u>	<u>5,634</u>
Maintenance and Operations	0	0	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Planned Ending Fund Balance	<u>5,602</u>	<u>5,634</u>	<u>5,634</u>
Total Budget	<u><u>5,602</u></u>	<u><u>5,634</u></u>	<u><u>5,634</u></u>
<b><u>Fund Balance Distribution</u></b>			
Non-Spendable	0	0	0
Restricted	5,602	5,634	5,634
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Current Budget, the FY2015 Estimate and the FY2016 Estimate for the Nuisance Abatement Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Nuisance Abatement Special Revenue Fund was created pursuant to Section 125.047 of Chapter 125 of the Texas Civil Practice and Remedies Code which requires that all funds collected pursuant to the Chapter be deposited into a special fund to be used only for the purpose of ongoing nuisance abatement including: regular and overtime compensation for nuisance abatement or enforcement personnel; and hiring additional personnel for nuisance abatement as needed, and any other purpose authorized by law.

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

Fund Name : REEP Program  
 Business Area : General Services  
 Fund No./Bus. Area No. : 2007 / 2500

	FY2015 Current Budget	FY2015 Estimate	FY2016 Estimate
Beginning Fund Balance	489,747	489,747	0
Current Revenues	1,455,714	1,455,714	0
Total Available Resources	1,945,461	1,945,461	0
Maintenance and Operations	1,555,060	1,945,461	0
Total Expenditures	1,555,060	1,945,461	0
Planned Ending Fund Balance	390,401	0	0
Total Budget	1,945,461	1,945,461	0
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	390,401	0	0
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, FY2015 Estimate and FY2016 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. Under the AIA Program, Frontier Associates, LLC reimbursed the City up to \$6,500 per home in accordance with the AIA Program guidelines.

CenterPoint Energy's restructuring of its AIA Program is not cost effective for the City of Houston to continue to participate as an agency in the program for the calendar year 2015. Therefore, the program ended on December 31, 2014.

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**FISCAL YEAR 2016 BUDGET**

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**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>General Fund</u>	<u>Airport System*</u>	<u>Digital Houston</u>	<u>Conven. &amp; Entertain. Facilities*</u>	<u>Houston Emergency Center</u>
Beginning Fund Balance - Unassigned	239,723	0	335	3,805	3,555
Revenues and Other Sources	2,302,595	501,727	0	106,147	26,245
Total Available Resources	<u>2,542,318</u>	<u>501,727</u>	<u>335</u>	<u>109,952</u>	<u>29,800</u>
Maintenance & Operating Expenditures/Expenses					
Personnel Services	1,516,660	112,162	309	190	19,177
Supplies	42,619	9,981	0	0	261
Other Services and Charges	374,287	175,177	26	126	6,806
Equipment	0	0	0	0	0
Non-Capital Equipment	5,391	2,425	0	0	0
Total Maintenance & Operating Expenditure/Expense	<u>1,938,957</u>	<u>299,745</u>	<u>335</u>	<u>316</u>	<u>26,244</u>
Debt Services & Other Uses	449,696	201,982	0	105,430	0
Total Expenditure/Expenses & Other Uses	<u>2,388,653</u>	<u>501,727</u>	<u>335</u>	<u>105,746</u>	<u>26,244</u>
Fund Balance - Unassigned	<u>153,665</u>	<u>0</u>	<u>0</u>	<u>4,206</u>	<u>3,556</u>
Total Budget	<u>2,542,318</u>	<u>501,727</u>	<u>335</u>	<u>109,952</u>	<u>29,800</u>
Changes to Unassigned Fund Balance	(427)	0	0	0	0
Ending Fund Balance - Unassigned	<u>153,238</u>	<u>0</u>	<u>0</u>	<u>4,206</u>	<u>3,556</u>

\* Denotes Beginning Operating Fund Balance

totals do not include interfund eliminations and may reflect slight variances due to rounding



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**FISCAL YEAR 2016 BUDGET**

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**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>Municipal Building Security</u>	<u>Municipal Technology Fee</u>	<u>Juvenile Case Manager Fee</u>	<u>Police Auto Dealers</u>	<u>Police Special Services</u>
Beginning Fund Balance - Unassigned	19	193	1,517	2,584	6,681
Revenues and Other Sources	743	1,248	1,436	6,997	9,982
Total Available Resources	<u>762</u>	<u>1,441</u>	<u>2,953</u>	<u>9,581</u>	<u>16,663</u>
Maintenance & Operating Expenditures/Expenses					
Personnel Services	0	0	1,755	4,121	7,551
Supplies	0	0	11	610	1,711
Other Services and Charges	762	642	121	2,096	1,801
Equipment	0	350	0	395	485
Non-Capital Equipment	0	0	120	0	10
Total Maintenance & Operating Expenditure/Expense	<u>762</u>	<u>992</u>	<u>2,007</u>	<u>7,222</u>	<u>11,558</u>
Debt Services & Other Uses	0	0	0	1,550	0
Total Expenditure/Expenses & Other Uses	<u>762</u>	<u>992</u>	<u>2,007</u>	<u>8,772</u>	<u>11,558</u>
Fund Balance - Unassigned	<u>0</u>	<u>449</u>	<u>946</u>	<u>809</u>	<u>5,105</u>
Total Budget	<u>762</u>	<u>1,441</u>	<u>2,953</u>	<u>9,581</u>	<u>16,663</u>
Changes to Unassigned Fund Balance	0	0	0	0	0
Ending Fund Balance - Unassigned	<u>0</u>	<u>449</u>	<u>946</u>	<u>809</u>	<u>5,105</u>

totals do not include interfund eliminations and may reflect slight variances due to rounding

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**FISCAL YEAR 2016 BUDGET**

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**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>Police Suppl. Environ.</u>	<u>Police Asset Forfeit</u>	<u>Forensic Transition Special</u>	<u>Police Child Safety</u>
Beginning Fund Balance - Unassigned	50	4,970	25	0
Revenues and Other Sources	30	7,130	11,321	3,220
Total Available Resources	<u>80</u>	<u>12,100</u>	<u>11,346</u>	<u>3,220</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	5	3,600	11,029	0
Supplies	35	2,051	115	3
Other Services and Charges	20	2,484	177	3,217
Equipment	0	291	0	0
Non-Capital Equipment	0	3,674	0	0
Total Maintenance & Operating Expenditure/Expense	<u>60</u>	<u>12,100</u>	<u>11,321</u>	<u>3,220</u>
Debt Services & Other Uses	0	0	0	0
Total Expenditure/Expenses & Other Uses	<u>60</u>	<u>12,100</u>	<u>11,321</u>	<u>3,220</u>
Fund Balance - Unassigned	<u>20</u>	<u>0</u>	<u>25</u>	<u>0</u>
Total Budget	<u>80</u>	<u>12,100</u>	<u>11,346</u>	<u>3,220</u>
Changes to Unassigned Fund Balance	0	0	0	0
Ending Fund Balance - Unassigned	<u>20</u>	<u>0</u>	<u>25</u>	<u>0</u>

totals do not include interfund eliminations and may reflect slight variances due to rounding

**FISCAL YEAR 2016 BUDGET**

**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>Dedicated Drainage &amp; Street</u>	<u>Houston TranStar Center</u>	<u>PW&amp;E Storm Water</u>	<u>PW&amp;E Building Inspection</u>	<u>PW&amp;E Water &amp; Sewer *</u>
Beginning Fund Balance - Unassigned	32,467	1,932	2,126	31,387	615,155
Revenues and Other Sources	224,055	2,091	57,084	73,783	1,060,788
Total Available Resources	<u>256,522</u>	<u>4,023</u>	<u>59,210</u>	<u>105,170</u>	<u>1,675,943</u>
 Maintenance & Operating Expenditures/Expenses					
Personnel Services	35,417	956	22,590	57,218	179,831
Supplies	14,846	114	2,367	1,416	44,869
Other Services and Charges	26,148	1,965	13,272	19,824	272,811
Equipment	8,444	38	3,992	7,227	29,206
Non-Capital Equipment	124	34	78	861	4,701
Total Maintenance & Operating Expenditure/Expense	<u>84,979</u>	<u>3,107</u>	<u>42,299</u>	<u>86,546</u>	<u>531,418</u>
Debt Services & Other Uses	149,677	0	14,785	4,582	566,950
Total Expenditure/Expenses & Other Uses	<u>234,656</u>	<u>3,107</u>	<u>57,084</u>	<u>91,128</u>	<u>1,098,368</u>
Fund Balance - Unassigned	<u>21,866</u>	<u>916</u>	<u>2,126</u>	<u>14,042</u>	<u>577,575</u>
Total Budget	<u>256,522</u>	<u>4,023</u>	<u>59,210</u>	<u>105,170</u>	<u>1,675,943</u>
Changes to Unassigned Fund Balance	0	0	0	0	0
Ending Fund Balance - Unassigned	<u>21,866</u>	<u>916</u>	<u>2,126</u>	<u>14,042</u>	<u>577,575</u>

\* Denotes Beginning Operating Fund Balance

totals do not include interfund eliminations and may reflect slight variances due to rounding

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**FISCAL YEAR 2016 BUDGET**

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**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>Contractor Responsibility</u>	<u>Recycling Expansion Program</u>	<u>Maintenance Renewal &amp; Replacement</u>	<u>BARC Special Revenue</u>
Beginning Fund Balance - Unassigned	1,248	880	0	875
Revenues and Other Sources	574	2,577	16,431	11,485
Total Available Resources	<u>1,822</u>	<u>3,457</u>	<u>16,431</u>	<u>12,360</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	129	164	6,446	8,108
Supplies	0	8	1,649	1,612
Other Services and Charges	549	421	8,336	2,640
Equipment	0	0	0	0
Non-Capital Equipment	0	0	0	0
Total Maintenance & Operating Expenditure/Expense	<u>678</u>	<u>593</u>	<u>16,431</u>	<u>12,360</u>
Debt Services & Other Uses	400	2,772	0	0
Total Expenditure/Expenses & Other Uses	<u>1,078</u>	<u>3,365</u>	<u>16,431</u>	<u>12,360</u>
Fund Balance - Unassigned	<u>744</u>	<u>92</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>1,822</u></u>	<u><u>3,457</u></u>	<u><u>16,431</u></u>	<u><u>12,360</u></u>
Changes to Unassigned Fund Balance	0	0	0	0
Ending Fund Balance - Unassigned	<u><u>744</u></u>	<u><u>92</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

totals do not include interfund eliminations and may reflect slight variances due to rounding

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**FISCAL YEAR 2016 BUDGET**

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**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>Health Special Revenue</u>	<u>Laboratory Operations &amp; Maintenance</u>	<u>Essential Public Health Services</u>	<u>Special Waste</u>	<u>Swimming Pool Safety</u>
Beginning Fund Balance - Unassigned	5,017	216	10,908	2,209	841
Revenues and Other Sources	3,011	539	19,473	2,809	1,191
Total Available Resources	<u>8,028</u>	<u>755</u>	<u>30,381</u>	<u>5,018</u>	<u>2,032</u>
Maintenance & Operating Expenditures/Expenses					
Personnel Services	1,642	0	15,257	3,016	1,069
Supplies	525	210	919	22	16
Other Services and Charges	1,575	501	4,558	1,468	61
Equipment	365	0	0	102	72
Non-Capital Equipment	84	0	665	18	5
Total Maintenance & Operating Expenditure/Expense	<u>4,191</u>	<u>711</u>	<u>21,399</u>	<u>4,626</u>	<u>1,223</u>
Debt Services & Other Uses	0	0	0	0	0
Total Expenditure/Expenses & Other Uses	<u>4,191</u>	<u>711</u>	<u>21,399</u>	<u>4,626</u>	<u>1,223</u>
Fund Balance - Unassigned	<u>3,837</u>	<u>44</u>	<u>8,982</u>	<u>392</u>	<u>809</u>
Total Budget	<u><u>8,028</u></u>	<u><u>755</u></u>	<u><u>30,381</u></u>	<u><u>5,018</u></u>	<u><u>2,032</u></u>
Changes to Unassigned Fund Balance	0	0	0	0	0
Ending Fund Balance - Unassigned	<u><u>3,837</u></u>	<u><u>44</u></u>	<u><u>8,982</u></u>	<u><u>392</u></u>	<u><u>809</u></u>

totals do not include interfund eliminations and may reflect slight variances due to rounding

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**FISCAL YEAR 2016 BUDGET**

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**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>Park Golf Special</u>	<u>Bayou Greenway 2020</u>	<u>Park Special</u>	<u>Parking Management</u>
Beginning Fund Balance - Unassigned	1,124	0	6,235	1,977
Revenues and Other Sources	6,289	950	2,038	19,062
Total Available Resources	<u>7,413</u>	<u>950</u>	<u>8,273</u>	<u>21,039</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	4,333	811	527	4,845
Supplies	845	47	458	717
Other Services and Charges	1,111	92	1,437	6,505
Equipment	0	0	0	193
Non-Capital Equipment	0	0	0	0
Total Maintenance & Operating Expenditure/Expense	<u>6,289</u>	<u>950</u>	<u>2,422</u>	<u>12,260</u>
Debt Services & Other Uses	0	0	0	8,674
Total Expenditure/Expenses & Other Uses	<u>6,289</u>	<u>950</u>	<u>2,422</u>	<u>20,934</u>
Fund Balance - Unassigned	<u>1,124</u>	<u>0</u>	<u>5,851</u>	<u>105</u>
Total Budget	<u>7,413</u>	<u>950</u>	<u>8,273</u>	<u>21,039</u>
Changes to Unassigned Fund Balance	0	0	0	0
Ending Fund Balance - Unassigned	<u>1,124</u>	<u>0</u>	<u>5,851</u>	<u>105</u>

totals do not include interfund eliminations and may reflect slight variances due to rounding

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**FISCAL YEAR 2016 BUDGET**

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**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>Historic Preserv.</u>	<u>Houston Civic Events</u>	<u>Cable TV</u>	<u>Total Gen. Fund Enterprise &amp; Special</u>
Beginning Fund Balance - Unassigned	897	0	508	979,459
Revenues and Other Sources	929	2,932	4,779	4,491,691
Total Available Resources	<u>1,826</u>	<u>2,932</u>	<u>5,287</u>	<u>5,471,150</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	0	2,147	1,524	2,022,589
Supplies	1	135	45	128,218
Other Services and Charges	759	650	2,895	935,320
Equipment	0	0	125	51,285
Non-Capital Equipment	0	0	25	18,215
Total Maintenance & Operating Expenditure/Expense	<u>760</u>	<u>2,932</u>	<u>4,614</u>	<u>3,155,627</u>
Debt Services & Other Uses	0	0	303	1,506,801
Total Expenditure/Expenses & Other Uses	<u>760</u>	<u>2,932</u>	<u>4,917</u>	<u>4,662,428</u>
Fund Balance - Unassigned	<u>1,066</u>	<u>0</u>	<u>25</u>	<u>808,722</u>
Total Budget	<u>1,826</u>	<u>2,932</u>	<u>4,942</u>	<u>5,471,150</u>
Changes to Unassigned Fund Balance	0	0	0	0
Ending Fund Balance - Unassigned	<u>1,066</u>	<u>0</u>	<u>25</u>	<u>808,722</u>

totals do not include interfund eliminations and may reflect slight variances due to rounding

## DEPARTMENTAL CROSS REFERENCE

DEPARTMENT/FUND	DOCUMENT	SECTION	PAGE
<b>Administration and Regulatory Affairs</b>			
General Fund	Operating Budget	VI	2
Property & Casualty	Operating Budget	XII	30
Central Services Revolving Fund	Operating Budget	XII	58
BARC	Operating Budget	X	2
Parking Management	Operating Budget	X	12
<b>Aviation</b>			
Aviation – Operating Fund	Operating Budget	IX	2
Airport Capital Outlay	Operating Budget	IX	18
<b>City Controller's Office</b>			
General Fund	Operating Budget	VI	12
<b>City Council</b>			
General Fund	Operating Budget	VI	20
<b>City Secretary</b>			
General Fund	Operating Budget	VI	26
<b>Convention &amp; Entertainment Facilities</b>			
Facilities Operating	Operating Budget	IX	25
<b>Finance</b>			
General Fund	Operating Budget	VI	32
Central Services Revolving Fund	Operating Budget	XII	58
Fleet Management Fund	Operating Budget	XII	10
<b>Fire</b>			
General Fund	Operating Budget	III	2
<b>Fleet Management</b>			
Fleet Management Fund	Operating Budget	XII	10
<b>General Government</b>			
General Fund	Operating Budget	VII	1
<b>General Debt Service</b>			
General Fund Debt Service	Operating Budget	VIII	1
General Debt Service Fund	Operating Budget	XIV	9
<b>General Services</b>			
General Fund	Operating Budget	IV	2
In-House Renovation	Operating Budget	XII	2
Central Services Revolving Fund	Operating Budget	XII	58
Maintenance Renewal and Replacement	Operating Budget	X	20
Project Cost Recovery	Operating Budget	XII	96



## DEPARTMENTAL CROSS REFERENCE

DEPARTMENT/FUND	DOCUMENT	SECTION	PAGE
<b>Health &amp; Human Services</b>			
General Fund	Operating Budget	V	2
Essential Public Health Services	Operating Budget	X	34
Health Special Revenue	Operating Budget	X	42
Laboratory Operations and Maintenance	Operating Budget	X	52
Special Waste	Operating Budget	X	58
Swimming Pool Safety	Operating Budget	X	66
<b>Housing &amp; Community Development</b>			
General Fund	Operating Budget	V	14
<b>Houston Emergency Center</b>			
General Fund	Operating Budget	III	14
Operating Fund	Operating Budget	X	80
<b>Houston Information Technology</b>			
General Fund	Operating Budget	VI	44
Central Services Revolving Fund	Operating Budget	XII	58
Project Cost Recovery	Operating Budget	XII	96
<b>Human Resources</b>			
General Fund	Operating Budget	VI	54
Health Benefits	Operating Budget	XI	2
Long-Term Disability	Operating Budget	XI	12
Workers' Compensation	Operating Budget	XII	44
Central Services Revolving Fund	Operating Budget	XII	58
<b>Legal</b>			
General Fund	Operating Budget	VI	64
Property & Casualty	Operating Budget	XII	30
Workers' Compensation	Operating Budget	XII	44
<b>Library</b>			
General Fund	Operating Budget	V	20
Digital Houston	Operating Budget	X	74
Historic Preservation	Operating Budget	X	154
<b>Mayor's Office</b>			
General Fund	Operating Budget	VI	74
Cable Television	Operating Budget	X	88
Houston Civic Events Fund	Operating Budget	X	96
<b>Municipal Courts</b>			
General Fund	Operating Budget	III	18
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