

# City of Houston FISCAL YEAR 2017

## PROPOSED BUDGET



SYLVESTER TURNER  
*Mayor*

CHRIS B. BROWN  
*City Controller*

CITY OF HOUSTON

# PROPOSED OPERATING BUDGET



For the Period  
July 1, 2016 to June 30, 2017

Sylvester Turner

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 \$19,161,895 or 1.72% increase, and of that amount \$31,989,944 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 \$40,459,407 or 3.70%.

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# FY2017 PROPOSED BUDGET

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## FY2017 PROPOSED BUDGET

Sylvester Turner, Mayor

### Council Members

Brenda Stardig.....	District A
Jerry Davis.....	District B
Ellen R. Cohen.....	District C
Dwight Boykins.....	District D
Dave Martin.....	District E
Steve Le.....	District F
Greg Travis.....	District G
Karla Cisneros.....	District H
Robert Gallegos.....	District I
Mike Laster.....	District J
Larry V. Green.....	District K
Mike Knox.....	At-Large, Position 1
David W. Robinson.....	At-Large, Position 2
Michael Kubosh.....	At-Large, Position 3
Amanda K. Edwards.....	At-Large, Position 4
Jack Christie, D.C.....	At-Large, Position 5

Chris B. Brown, 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, 2015**

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, 2015.

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 FY2017 Annual Budgets are listed below:

Janice Alderson	Jaime Alvarez	Kyria Askew
David Benson	Jesse Bounds	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	Hiren Parekh	Kelly Patel
Dinah Prejean	Marvin Ramirez	Thy-Huyen Ruiz
Lydia Salira	Alma Tamborello	Deborah Webb
Julia Zhou		

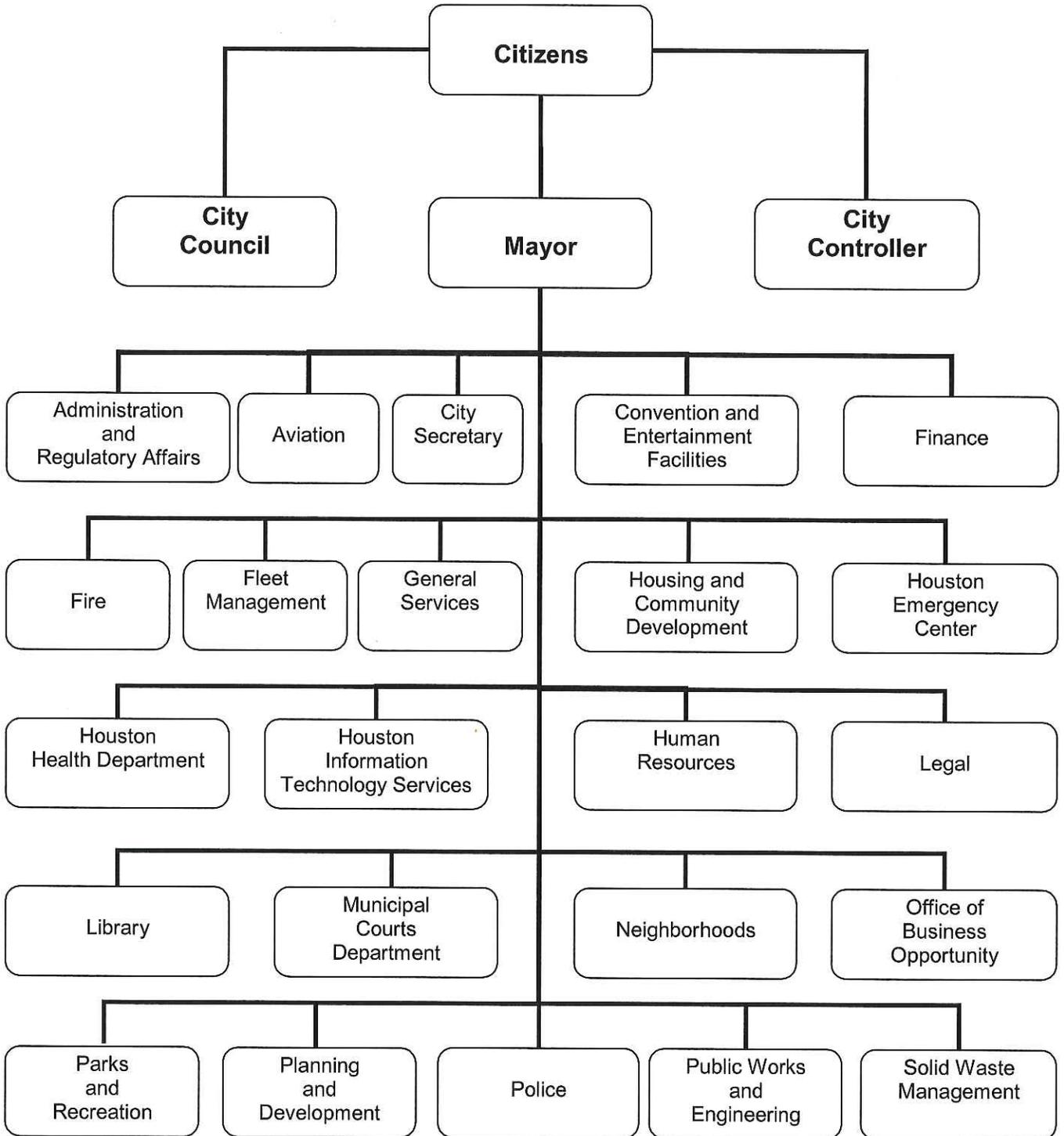
### Printing Staff

Willie Sue Hamilton

Debbie Roberts

The FY2017 Budget is printed on recycled paper.

# ORGANIZATION CHART







# CITY OF HOUSTON

**Sylvester Turner**

Mayor

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

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

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, 2016 and ends June 30, 2017 (FY2017). The proposed General Fund budget of \$2.31 billion reduces spending by \$82.3 million or 3.4 percent from the FY16 current General Fund budget of \$2.39 billion. The total proposed budget includes expenditures for all funds of \$5.07 billion, down \$50.3 million or about 1 percent from the FY2016 current budget of \$5.12 billion. These reductions have been made despite existing commitments requiring expenditure increases; if not for those requirements, our cuts would show even greater impact. This budget proposal emphasizes sustainable changes for increased fiscal stability, and positions us for success in addressing our economic and financial challenges.

Contractual cost increases, voter imposed revenue limitations, a broken appraisal system and the economic downturn combined to create a \$160 million budget shortfall in the General Fund – the City's largest fiscal challenge since before the Great Recession. By bringing all parties to the table to engage in shared sacrifice, we have closed this gap and started building the foundation for change that will address the City's structural budget problems. Each City department, the employee unions and pension systems, the Tax Increment Reinvestment Zones, City Council and other parties have worked together to identify cost savings and efficiencies while preserving a healthy fund balance, minimizing employee layoffs and maintaining critical city services.

This budget reflects significant reductions in the General Fund, including layoffs and elimination of vacant positions. However, I made a decision that there would be no significant reductions to park and library operations because they have been hit hard in the past. These departments provide critical services to our most vulnerable populations, especially during hard economic times. It makes no sense to cut them further.

Although there have been cost reductions identified within the police and fire departments, there will be no layoffs of police officers or fire fighters. In fact, we are including funding for an additional police cadet class, for a total of five classes, and looking at ways to streamline operations to get more officers back on the street. The new Turnaround Houston program to help the hard to employ will continue in FY2017, and we are putting together an expanded summer jobs program for our youth that includes some of our city's major employers.

This budget was balanced using both recurring and non-recurring initiatives. If non-recurring items had been taken off the table, there would have been drastic cuts in City services and another 1,235 City employees would have lost their jobs. I was not prepared to do that to the residents of this great City or our municipal workforce. The recurring initiatives mark the start of institutionalizing a new way of running City government. We have streamlined operations, eliminated redundancies and forced greater efficiencies for recurring annual General Fund savings of \$36.2 million. The TIRZs have agreed to contribute an additional \$19.6 million to the General Fund for FY2017 and an equal or larger amount in subsequent years.

In the past, there has been a desire to tinker with the mayor's budget proposal. I strongly urge that not be the case this year. Even one small change will upset the delicate balance we've achieved as a result of shared sacrifice and put the City at risk for a credit rating downgrade. This budget allows us to keep our path of financial stability and provides Houston's taxpayers the quality services they count on, and deserve.

Sincerely,

Sylvester Turner  
Mayor

Council Members: Brenda Stardig Jerry Davis Ellen R. Cohen Dwight A. Boykins Dave Martin Steve Le Greg Travis Karla Cisneros  
Robert Gallegos Mike Laster Larry V. Green Mike Knox David W. Robinson Michael Kubosh Amanda Edwards Jack Christie

Controller: Chris Brown



## Connecting Budget to Strategy

The FY2017 Budget represents a significant step towards a more proactive approach to governance at the City, focused on influencing the future rather than adapting to it. In September 2015, City Council adopted Plan Houston, the City's first General Plan, which outlines a vision for Houston's future and identifies the policies, plans and programs that represent the City's long-term priorities for achieving the vision. Under Mayor Turner's leadership, the City is redesigning its budget to better align the City's resources towards that vision and ensure greater transparency and accountability in the process.

### The Vision:

Houston offers opportunity for all and celebrates its diversity of people, economy, culture, and places. Houston promotes healthy and resilient communities through smart civic investments, dynamic partnerships, education, and innovation. Houston is the place where anyone can prosper and feel at home.

**Houston: Opportunity. Diversity. Community. Home.**

### Core Strategies:

In order to accomplish this vision, the Plan outlines 12 core strategies:

Spend money wisely	Connect people and places	Protect and conserve resources	Grow responsibly
Support our global economy	Communicate clearly and with transparency	Sustain quality infrastructure	Champion learning
Partner with others, public and private	Nurture safe and healthy neighborhoods	Foster an affordable city	Celebrate what's uniquely Houston

### Implementation:

The Plan was developed with the input of local community leaders and residents, and is being integrated into the City's organization to enable implementation. Upon taking office in January 2016, the new administration set forth a budgeting framework that moves the City from an incremental budgeting approach to a more strategic program performance-based approach, in order to better align resources with the needs of the City. Executive Order 1-53, issued in January, calls for a series of new policies and procedures to improve the City's financial and performance management. These include an increased emphasis on outcomes in budget decision-making (program- or performance-based budgeting), greater scrutiny of spending proposals, long-range financial planning, greater focus on goal-setting and monitoring of progress toward those goals, and more transparency with regard to communication on fiscal matters. An administrative policy explicating these high-level commitments is to be released by the end of Spring 2016.

The FY2017 Budget reflects elements of this new approach, which is to be fully implemented by the FY2018 Budget; a redesign of the City's budget development and management processes is already underway and will be completed in time for use in developing the FY2018 Proposed Budget.

**FISCAL YEAR 2017 BUDGET**

**FY2017 Key Initiatives:**

In FY2017, the Mayor has set forth priorities and initiatives that advance the core strategies defined in Plan Houston. These include:

<b>Initiative</b>	<b>Description</b>	<b>Primary Core Strategy*</b>
<b>Drainage and Flood Prevention</b>	Develop and implement long-term solutions to improve flood response and prevention	Sustain quality infrastructure
<b>Development of a long-range financial plan</b>	Focus on achieving annual budgets that are structurally balanced and clearly aligned to City goals	Spend money wisely
<b>Complete Communities</b>	Create attractive, inclusive, efficient, healthy and resilient neighborhoods that improve quality of life for residents	Nurture safe and healthy neighborhoods
<b>Comprehensive Mobility Planning</b>	Continue development of the City's Complete Streets and Transportation Plan with regional partners	Connect people and places
<b>Economic Development Plan</b>	Create economic opportunity districts to revitalize neighborhoods, grow private investment and support jobs	Support our global economy
<b>Tourism Plan</b>	Coordinate with Houston First and local partners to implement the first Visit Houston Tourism Plan	Support our global economy
<b>Street Repairs</b>	Continue to assess and repair potholes by the next business day and address long-term street repair needs	Sustain quality infrastructure
<b>Partners in Safety</b>	Increase police presence and collaborate with communities and law enforcement agencies to improve public safety	Nurture safe and healthy neighborhoods
<b>Turnaround Houston</b>	Remove barriers to employment by offering resources to residents in Houston's low income, high crime areas	Nurture safe and healthy neighborhoods

\*Initiatives encompass multiple core strategies. For brevity, these initiatives show linkage to the primary core strategy only.

## 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. Citywide Performance Measures will be improved as part of the Mayor's Executive Order 1-53, which should be fully-implemented by FY2018.

Measures are in alphabetical-order or grouped by similarity:

<b>Customer Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
311 Call Wait Time (seconds)	73	75	96	90
911 Emergency Calls Answered within 10 Seconds	98%	90%	97%	90%
Average Days from Blight Request to Inspection	18	10	10	10
Average Job Applications per City Job Posting	N/A	75	80	80
BARC Live Release Rate	57%	53%	78%	68%
EMS Response Time (minutes)	7.3	7.1	7.4	7.3
Fire Response Time (minutes)	7.3	7.4	7.3	7.3
Houston Metropolitan Area Employment Rate	95.5%	95.0%	95.3%	95.0%
Police Priority 1 Calls Responded to within 5 Minutes	60.2%	65.5%	59.4%	65.5%
Police UCR Part 1 Crimes per 100,000	6,005	6,118	5,945	5,945
Potholes Filled by Next Business Day	N/A	N/A	95%	95%
Solid Waste Diversion Rate (% of total tonnage)	30%	30%	30%	30%

<b>Business Process Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
BARC Spay and Neuter Procedures Completed	8,859	10,694	18,000	15,000
Commercial Plan Reviews Completed	19,192	19,900	19,840	19,900
Dangerous Buildings Demolished	533	425	425	425
Food Facility Inspections Completed On Time	100%	100%	100%	100%
Library Total Circulation	4.3M	4.5M	5.5M	5.5M
Municipal Courts Caseload Disposition Rate	125%	100%	103%	100%
Parking Citations Issued	199,939	200,000	200,000	200,000
Parks Grounds Maintenance Cycle (Days)	20	21	21	21
Pothole Repairs Completed	51,800	48,000	64,000	52,000
Residential Plan Reviews Completed	13,858	14,400	11,484	11,500
Solid Waste Tonnage Collected	628,978	623,166	611,676	674,719
Water Gallons Delivered	157M	172M	168M	164M
Waste Water Gallons Collected and Treated	94M	81M	83M	83M

## Citywide Performance Measures

<b>People and Technology Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Civilian Full-Time Equivalents (FTEs)	10,074.1	10,863.9	10,376.8	10,774.2
Classified Firefighter Full-Time Equivalents (FTEs)	3,871.0	3,996.9	4,005.4	4,069.8
Classified Police Full-Time Equivalents (FTEs)	5,172.9	5,249.3	5,149.8	5,250.7
Civilian Attrition Rate	14.0%	9.0%	14.4%	9.0%
Classified Firefighter Attrition Rate	3.0%	3.0%	2.7%	3.0%
Classified Police Attrition Rate	3.2%	3.0%	2.4%	3.0%
Civilian Average Annual Base Compensation	\$48,166	\$48,297	\$48,924	\$50,377
Civilian FTEs Per 1,000 Population	4.5	4.8	4.5	4.7
Classified Firefighters Per 1,000 Population	1.7	1.7	1.8	1.8
Classified Police Per 1,000 Population	2.3	2.3	2.3	2.3
Civilian Overtime Budget vs Actual Utilization	132%	98%	122%	98%
Classified Overtime Budget vs Actual Utilization	102%	98%	104%	98%
Civilian Personnel Budget vs Actual Utilization	93%	98%	95%	98%
Classified Personnel Budget vs Actual Utilization	99%	98%	99%	98%

<b>Financial Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
General Fund Balance % of Expenditures	14.65%	7.70%	9.69%	9.27%
General Fund Surplus or (Deficit)	\$62M	(\$84M)	(\$91M)	(\$10M)
Expenditures Adopted Budget vs Actual Utilization	98%	98%	98%	98%
Revenues Adopted Budget vs Actual Utilization	101%	100%	100%	100%
Expenditures Per Capita	\$1,831	\$1,946	\$1,899	\$1,942
Revenues Per Capita	\$1,841	\$1,844	\$1,838	\$1,866
MWSBE Contract Participation % - Construction	24%	34%	34%	34%
Pension Payments as % of Expenditures	8.0%	8.6%	8.7%	8.6%
Pension Payments Per Capita	\$146	\$167	\$165	\$167
General Obligation Debt as % of Appraised Value	1.7%	1.5%	1.5%	1.3%
Tax Supported Per Capita Debt	\$1,429	\$1,332	\$1,332	\$1,289

See Appendix for Definitions of Performance Measures.



**FISCAL YEAR 2017 BUDGET**

**Table I  
EXPENDITURE SUMMARY BY DEPARTMENT**

	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
<b>Public Safety</b>				
<b>Police Department</b>				
General Fund	741,251,981	801,945,758	800,945,758	811,296,432
Special Revenue Fund(s)	38,869,001	42,861,462	38,847,037	39,124,693
Total Police Department	<u>780,120,982</u>	<u>844,807,220</u>	<u>839,792,795</u>	<u>850,421,125</u>
<b>Fire Department</b>				
General Fund	494,140,178	507,890,583	507,767,336	504,651,890
<b>Houston Emergency Center</b>				
General Fund	12,517,759	10,495,106	10,495,106	10,148,271
Special Revenue Fund(s)	24,035,222	27,961,853	27,961,853	27,761,817
Total Houston Emergency Center	<u>36,552,981</u>	<u>38,456,959</u>	<u>38,456,959</u>	<u>37,910,088</u>
<b>Municipal Courts Department</b>				
General Fund	26,862,735	29,146,536	28,514,278	29,561,764
Special Revenue Fund(s)	3,222,630	3,753,736	2,758,693	3,660,634
Total Municipal Courts Department	<u>30,085,365</u>	<u>32,900,272</u>	<u>31,272,971</u>	<u>33,222,398</u>
<b>Total Public Safety</b>	<u>1,340,899,506</u>	<u>1,424,055,034</u>	<u>1,417,290,061</u>	<u>1,426,205,501</u>
<b>Development &amp; Maintenance Services</b>				
<b>Public Works &amp; Engineering</b>				
Enterprise Fund(s)	1,622,855,185	1,844,766,400	1,734,136,763	1,857,154,500
General Fund	32,260,022	31,629,308	31,458,088	31,943,989
Special Revenue Fund(s)	72,266,017	105,234,600	104,588,981	98,682,200
Total Public Works & Engineering	<u>1,727,381,224</u>	<u>1,981,630,308</u>	<u>1,870,183,832</u>	<u>1,987,780,689</u>
<b>Solid Waste Management</b>				
General Fund	74,793,572	75,771,536	75,771,536	79,163,385
Special Revenue Fund(s)	2,605,945	3,876,754	3,876,754	6,048,663
Total Solid Waste Management	<u>77,399,517</u>	<u>79,648,290</u>	<u>79,648,290</u>	<u>85,212,048</u>
<b>General Services</b>				
General Fund	41,817,398	41,382,514	41,221,640	41,223,483
Special Revenue Fund(s)	12,247,061	14,782,143	14,711,525	16,249,342
Total General Services	<u>54,064,459</u>	<u>56,164,657</u>	<u>55,933,165</u>	<u>57,472,825</u>
<b>Planning &amp; Development</b>				
General Fund	7,707,990	6,118,289	6,118,289	4,189,347
Special Revenue Fund(s)	165,077	4,316,921	4,307,221	7,357,408
Total Planning & Development	<u>7,873,067</u>	<u>10,435,210</u>	<u>10,425,510</u>	<u>11,546,755</u>
<b>Total Development &amp; Maintenance Services</b>	<u>1,866,718,267</u>	<u>2,127,878,465</u>	<u>2,016,190,797</u>	<u>2,142,012,317</u>
<b>Human &amp; Cultural Services</b>				
<b>Department of Neighborhoods</b>				
General Fund	12,018,096	12,263,579	12,263,579	11,704,705
<b>Housing &amp; Community Development</b>				
General Fund	668,929	577,464	497,634	532,760
<b>Library</b>				
General Fund	38,707,100	40,205,472	40,137,935	40,916,822
Special Revenue Fund(s)	472,332	510,778	510,778	158,650
Total Library	<u>39,179,432</u>	<u>40,716,250</u>	<u>40,648,713</u>	<u>41,075,472</u>
<b>Parks and Recreation</b>				
General Fund	68,621,171	71,296,783	71,296,783	73,139,214
Special Revenue Fund(s)	9,893,373	11,310,419	11,274,471	11,655,922
Total Parks and Recreation	<u>78,514,544</u>	<u>82,607,202</u>	<u>82,571,254</u>	<u>84,795,136</u>

**FISCAL YEAR 2017 BUDGET**

**Table I  
EXPENDITURE SUMMARY BY DEPARTMENT**

	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
<b>Houston Health Department</b>				
General Fund	59,549,369	61,441,105	60,639,244	65,639,362
Special Revenue Fund(s)	20,467,868	32,873,599	29,251,725	37,741,388
<b>Total Houston Health Department</b>	<b>80,017,237</b>	<b>94,314,704</b>	<b>89,890,969</b>	<b>103,380,750</b>
<b>Convention &amp; Entertainment</b>				
Enterprise Fund(s)	104,930,456	105,746,489	102,567,915	98,955,498
<b>Total Human &amp; Cultural Services</b>	<b>315,328,694</b>	<b>336,225,688</b>	<b>328,440,064</b>	<b>340,444,321</b>
<b>Administrative Services</b>				
<b>Mayor's Office</b>				
General Fund	7,600,250	8,164,446	8,164,446	7,695,641
Special Revenue Fund(s)	6,772,646	7,968,205	7,372,056	25,751,182
<b>Total Mayor's Office</b>	<b>14,372,896</b>	<b>16,132,651</b>	<b>15,536,502</b>	<b>33,446,823</b>
<b>Office of Business Opportunity</b>				
General Fund	2,743,152	2,947,095	2,913,180	3,048,590
Special Revenue Fund(s)	933,528	1,078,186	757,314	872,024
<b>Total Office of Business Opportunity</b>	<b>3,676,680</b>	<b>4,025,281</b>	<b>3,670,494</b>	<b>3,920,614</b>
<b>City Council</b>				
General Fund	10,592,134	19,378,939	19,378,939	10,329,477
<b>City Controller</b>				
General Fund	8,135,147	8,730,585	8,682,542	8,886,974
<b>Finance Department</b>				
General Fund	18,358,497	20,254,083	19,782,928	19,622,040
<b>Administration and Regulatory Affairs</b>				
General Fund	28,890,580	29,495,673	29,495,673	30,522,833
Special Revenue Fund(s)	30,337,559	33,361,087	33,100,145	34,784,241
<b>Total Administration and Regulatory Affairs</b>	<b>59,228,139</b>	<b>62,856,760</b>	<b>62,595,818</b>	<b>65,307,074</b>
<b>Houston Information Technology Services</b>				
General Fund	22,554,445	24,594,024	23,950,478	23,362,802
<b>City Secretary</b>				
General Fund	805,096	879,419	800,061	907,691
<b>Human Resources</b>				
General Fund	3,285,302	3,637,405	3,578,886	3,053,604
<b>Legal</b>				
General Fund	15,072,057	15,839,369	15,746,041	16,046,138
<b>Total Administrative Services</b>	<b>156,080,393</b>	<b>176,328,516</b>	<b>173,722,689</b>	<b>184,883,237</b>
<b>Other</b>				
<b>Houston Airport System</b>				
Enterprise Fund(s)	490,610,116	495,283,621	495,283,621	501,725,267
<b>General Debt Service</b>				
General Fund	264,500,000	346,000,000	346,000,000	293,155,978
<b>General Government</b>				
General Fund	235,459,236	218,809,422	207,128,646	185,877,435
<b>Total Other</b>	<b>990,569,352</b>	<b>1,060,093,043</b>	<b>1,048,412,267</b>	<b>980,758,680</b>
<b>Grand Total Expenditures</b>	<b>4,669,596,212</b>	<b>5,124,580,746</b>	<b>4,984,055,878</b>	<b>5,074,304,056</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 3.66%. 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 1.55%. Together these two sources account for approximately 51.08% of all City revenues.

CITYWIDE REVENUE BY SUMMARY (\$in Million)						
Revenue Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget	FY2017 vs FY2016	% of Total
General Property Taxes	1,074	1,114	1,093	1,133	3.66%	26.57%
Water & Sewer	947	1,024	1,029	1,045	1.55%	24.51%
Sales Taxes	667	689	636	615	-3.30%	14.42%
Aviation	475	486	486	495	1.85%	11.61%
Charges for Services	230	221	229	233	1.75%	5.46%
Franchise Fees	194	192	197	197	0.00%	4.62%
Intergovernmental	101	106	131	159	21.37%	3.73%
Licenses and Permits	126	116	129	127	-1.55%	2.98%
Other Tax	107	110	107	103	-3.74%	2.42%
Other	127	73	85	80	-5.88%	1.88%
Fines and Forfeits	40	46	41	40	-2.44%	0.94%
Interest Income	16	17	18	19	5.56%	0.44%
Industrial Assessment	17	18	19	18	-5.26%	0.42%
<b>Total Revenue</b>	<b>4,121</b>	<b>4,212</b>	<b>4,200</b>	<b>4,264</b>	<b>1.52%</b>	<b>100.00%</b>

Total may reflect slight variances due to rounding.

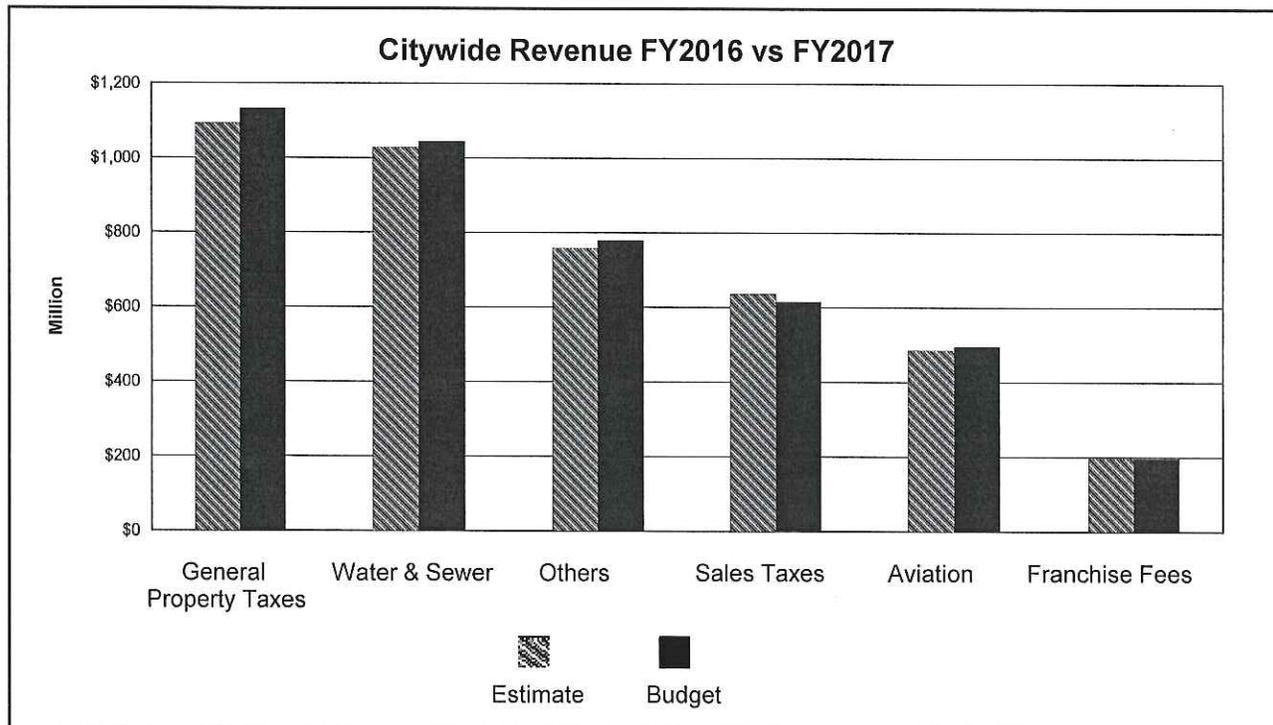
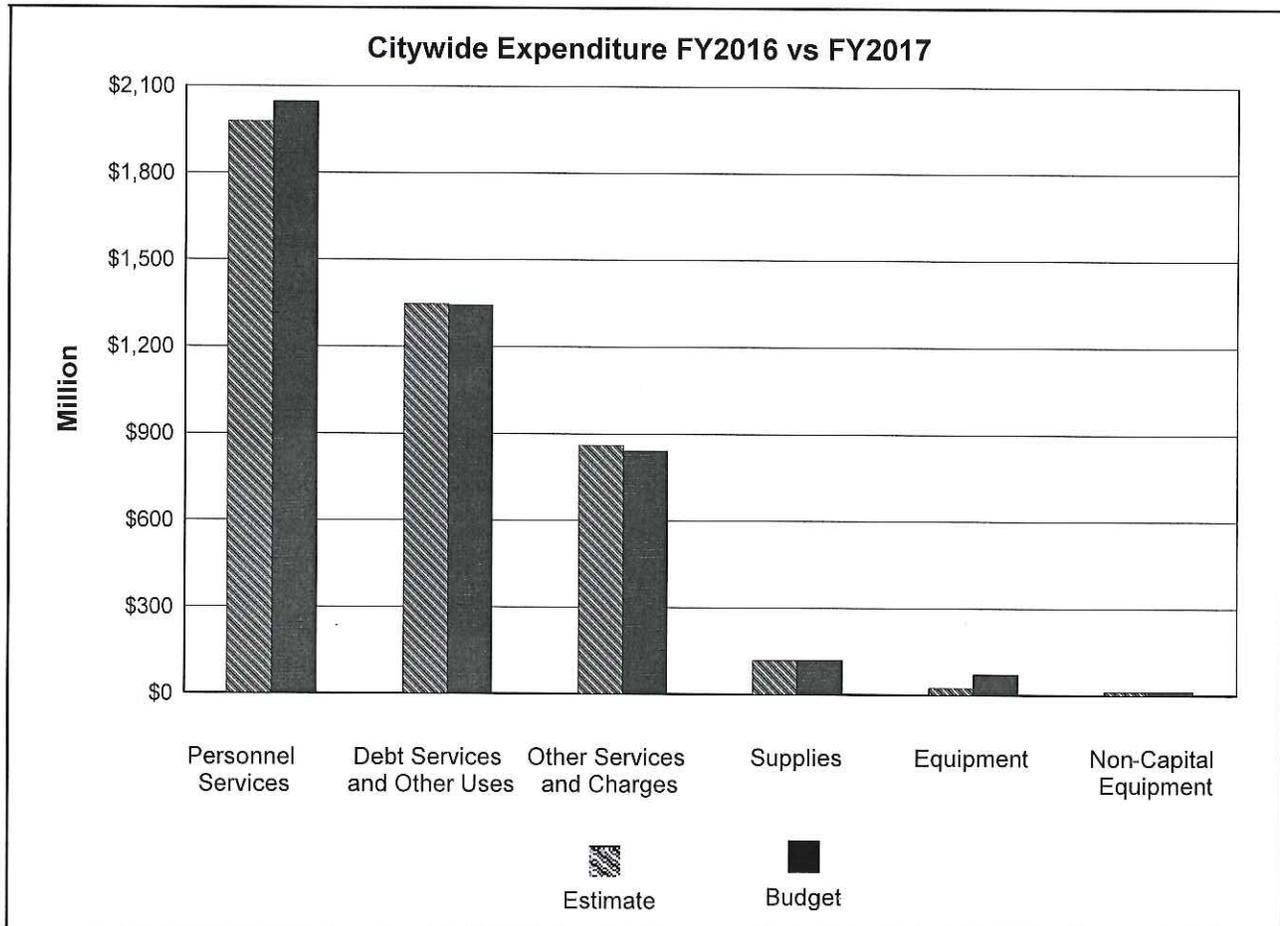


TABLE III  
CITYWIDE EXPENDITURE SUMMARY

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 46.15%. The second largest City expenditure is on payment of principal and interest on long-term debt, which is 30.28% of total expenditures. Together these two categories account for approximately 76.43% of all City expenditures.

CITYWIDE EXPENDITURE BY CATEGORY (\$in Million)						
Expenditure Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget	FY2017 vs FY2016	% of Total
Personnel Services	1,885	2,000	1,977	2,047	3.54%	46.15%
Debt Service and Other Uses	1,303	1,360	1,346	1,343	-0.22%	30.28%
Other Services and Charges	758	896	860	841	-2.21%	18.96%
Supplies	114	120	118	119	0.85%	2.68%
Equipment	28	56	25	72	188.0%	1.62%
Non-Capital Equipment	12	13	13	14	7.69%	0.31%
<b>Total Expenditure</b>	<b>4,100</b>	<b>4,445</b>	<b>4,339</b>	<b>4,436</b>	<b>2.24%</b>	<b>100.00%</b>

Total may reflect slight variances due to rounding.



**FISCAL YEAR 2017 BUDGET**

**TABLE IV  
CITYWIDE PERSONNEL SUMMARY**

Fund / Business Area	Full-Time Equivalents (FTEs)				Overtime FTEs		
	FY2016		FY2016 Estimate	FY2017 Budget	FY2016		
	FY2015 Actual	Current Budget			FY2015 Actual	Current Budget	FY2017 Budget
<b>GENERAL FUND</b>							
<b>Public Safety</b>							
Fire/Cadets	155.1	132.0	118.0	125.2	0.0	0.0	0.0
Fire/Civilian	106.5	113.7	111.0	113.9	0.7	0.4	0.4
Fire/Classified	3,871.0	3,996.9	4,005.4	4,069.8	288.0	254.6	166.3
Municipal Courts Department	298.5	297.5	288.9	293.1	0.7	0.2	0.0
Police/Cadets	91.2	136.4	133.7	174.1	0.0	0.0	0.0
Police/Civilian	1,102.3	1,164.1	1,106.2	1,101.6	30.9	29.7	29.5
Police/Classified	5,100.4	5,181.3	5,082.5	5,187.7	116.2	103.7	98.8
<b>Total Public Safety</b>	<b>10,725.0</b>	<b>11,021.9</b>	<b>10,845.7</b>	<b>11,065.4</b>	<b>436.5</b>	<b>388.6</b>	<b>295.0</b>
<b>Development &amp; Maintenance Services</b>							
General Services	136.9	137.6	132.4	136.2	3.8	3.5	3.5
Planning & Development	71.8	37.0	37.0	34.1	0.0	8.0	0.0
Public Works and Engineering	14.5	15.0	13.2	15.0	0.1	0.1	0.1
Solid Waste Management	437.6	438.6	438.6	436.3	38.3	39.4	37.9
<b>Total Development &amp; Maintenance Services</b>	<b>660.8</b>	<b>628.2</b>	<b>621.2</b>	<b>621.6</b>	<b>42.2</b>	<b>51.0</b>	<b>41.5</b>
<b>Human &amp; Cultural Services</b>							
Housing & Community Development	1.3	1.0	1.0	1.0	0.0	0.0	0.0
Houston Health Department	474.3	470.8	441.3	443.9	8.9	2.4	2.7
Library	469.8	468.0	467.9	465.8	0.0	0.6	0.0
Neighborhoods	105.5	115.0	111.0	107.6	2.0	2.4	0.6
Parks & Recreation	650.3	709.3	705.1	688.4	13.4	5.5	5.2
<b>Total Human &amp; Cultural Services</b>	<b>1,701.2</b>	<b>1,764.1</b>	<b>1,726.3</b>	<b>1,706.7</b>	<b>24.3</b>	<b>10.9</b>	<b>8.5</b>
<b>Administrative Services</b>							
Administration and Regulatory Affairs	200.9	211.1	207.4	214.3	1.2	0.7	1.1
City Controller	62.1	64.5	64.5	64.5	0.0	0.0	0.0
City Council	76.5	87.5	87.5	88.0	0.0	0.0	0.0
City Secretary	9.9	12.0	11.0	11.2	0.4	0.0	0.2
Finance Department	111.4	120.5	112.3	116.4	0.0	0.0	0.0
Houston Information Technology Services	159.3	170.1	158.0	158.5	2.5	1.1	2.4
Human Resources	32.0	35.0	35.0	28.8	0.0	0.0	0.0
Legal	121.6	125.6	121.3	119.9	0.0	0.0	0.0
Mayor's Office	53.5	51.6	50.0	45.7	0.0	0.5	0.0
Office of Business Opportunity	28.1	30.0	30.0	30.0	0.0	0.0	0.0
<b>Total Administrative Services</b>	<b>855.3</b>	<b>907.9</b>	<b>877.0</b>	<b>877.3</b>	<b>4.1</b>	<b>2.3</b>	<b>3.7</b>
<b>Total GENERAL FUND</b>	<b>13,942.3</b>	<b>14,322.1</b>	<b>14,070.2</b>	<b>14,271.0</b>	<b>507.1</b>	<b>452.8</b>	<b>348.7</b>

**FISCAL YEAR 2017 BUDGET**

**TABLE IV  
CITYWIDE PERSONNEL SUMMARY**

Fund / Business Area	Full-Time Equivalents (FTEs)				Overtime FTEs		
	FY2016		FY2016 Estimate	FY2017 Budget	FY2016		
	FY2015 Actual	Current Budget			FY2015 Actual	Current Budget	FY2017 Budget
<b>ENTERPRISE FUNDS</b>							
Aviation	1,221.0	1,227.5	1,227.5	1,299.9	71.8	54.6	33.8
PW&E - Public Utilities-Water & Sewer	2,014.3	2,225.9	2,078.8	2,233.9	151.9	103.1	123.5
<b>Total Enterprise Funds</b>	<b>3,235.3</b>	<b>3,453.4</b>	<b>3,306.3</b>	<b>3,533.8</b>	<b>223.7</b>	<b>157.7</b>	<b>157.3</b>
<b>SPECIAL REVENUE FUNDS</b>							
ARA - BARC Special Revenue	93.2	110.1	104.2	119.6	0.0	0.0	0.1
ARA - Parking Management	69.5	75.0	70.1	74.0	1.1	0.9	0.9
GSD - Maintenance Renewal and Replacement	70.2	74.8	64.8	73.4	2.0	3.8	3.6
HEC - Houston Emergency Center	230.6	239.0	239.0	251.3	11.9	10.8	11.4
HHD - Essential Public Health Services Fund	91.2	182.0	137.5	190.4	0.0	0.0	4.5
HHD - Health Special Revenue	13.4	21.9	18.0	21.6	0.1	0.0	0.0
HHD - Special Waste	18.5	43.3	43.3	45.4	0.4	0.6	0.6
HHD - Swimming Pool Safety	8.9	14.1	13.1	14.1	0.2	0.0	0.3
HPD - Asset Forfeiture/Civilians	0.0	0.0	0.0	0.0	0.2	0.0	0.0
HPD - Asset Forfeiture/Classified	0.0	0.0	0.0	0.0	25.2	34.0	30.6
HPD - Auto Dealers/Civilians	7.4	9.0	5.9	9.0	0.8	2.4	0.8
HPD - Auto Dealers/Classified	21.7	23.0	22.0	23.0	2.0	4.1	5.7
HPD - Forensic Transition Special/Civilians	58.5	35.0	35.8	30.0	0.4	1.1	1.1
HPD - Forensic Transition Special/Classified	50.8	45.0	45.3	40.0	2.5	1.9	1.9
HPD - Special Services/Civilians	5.4	5.0	2.0	2.0	0.3	0.0	0.7
HPD - Special Services/Classified	0.0	0.0	0.0	0.0	62.4	64.7	48.2
HPL - Digital Houston	3.2	5.0	3.0	0.0	0.0	0.0	0.0
MCD - Juvenile Case Manager Fee	20.0	24.0	19.2	23.0	0.0	0.0	0.0
MCD - Municipal Courts Technology Fee Fund	0.0	0.4	0.4	1.0	0.0	0.0	0.0
MYR - Cable Television	16.3	19.0	18.6	20.0	0.3	0.1	0.4
MYR - Tourism Promotion Special Rev Fund	21.0	21.0	21.0	23.0	0.6	0.5	0.6
OBO - Contractor Responsibility Fund	2.0	2.0	2.0	2.0	0.0	0.0	0.0
PD - Planning & Development Special Revenue	0.0	46.0	46.0	47.5	0.0	0.0	0.0
PRD - Bayou Greenway 2020	2.9	17.0	17.0	17.0	0.0	0.0	0.0
PRD - Maintenance Renewal and Replacement	9.3	17.0	17.0	17.0	0.1	0.0	0.1
PRD - Parks Golf Special	69.7	81.5	81.5	79.5	2.6	4.2	2.9
PRD - Parks Special Revenue	7.5	11.0	11.0	10.9	0.0	0.0	0.0
PW & E - Building Inspection	521.9	563.8	563.8	610.3	34.0	41.0	47.8
PW & E - Dedicated Drainage & Street Renewal	449.4	510.8	473.8	500.1	63.5	29.3	21.1
PW & E - Houston TranStar	7.2	8.0	7.9	9.0	0.0	0.0	0.0
PW & E - Stormwater Utility	314.5	354.9	322.0	331.1	25.0	24.2	15.5
SWD - Recycling Revenue Fund	2.5	2.0	2.0	4.0	0.0	0.0	0.0
<b>Total Special Revenue Funds</b>	<b>2,186.7</b>	<b>2,560.6</b>	<b>2,407.2</b>	<b>2,589.2</b>	<b>235.6</b>	<b>223.6</b>	<b>198.8</b>
<b>Total General, Enterprise and Special Fund</b>	<b>19,364.3</b>	<b>20,336.1</b>	<b>19,783.7</b>	<b>20,394.0</b>	<b>966.4</b>	<b>834.1</b>	<b>704.8</b>

**FISCAL YEAR 2017 BUDGET**

**TABLE IV  
CITYWIDE PERSONNEL SUMMARY**

Fund / Business Area	Full-Time Equivalents (FTEs)				Overtime FTEs		
	FY2016		FY2016 Estimate	FY2017 Budget	FY2016		
	FY2015 Actual	Current Budget			FY2015 Actual	Current Budget	FY2017 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
FIN - Central Svc Revolving	31.6	51.5	44.5	56.1	0.0	0.0	0.0
FIN - Fleet Management	10.2	0.0	0.0	0.0	0.0	0.0	0.0
FMD - Fleet Management	353.6	348.3	348.3	387.2	16.1	18.9	18.4
GSD - Central Svc Revolving	0.5	0.0	0.0	0.0	0.0	0.0	0.0
GSD - In-House Renovation	27.9	30.0	28.6	30.0	0.1	0.3	0.3
GSD - Project Cost Recovery	36.7	38.0	34.9	37.6	0.0	0.0	0.1
HITS - Central Svc Revolving	51.7	58.0	58.0	54.7	0.0	0.0	0.0
HR - Central Svc Revolving	142.1	149.5	149.5	158.5	0.0	0.0	0.0
HR - Health Benefits	47.7	52.6	52.6	53.6	0.4	0.1	0.0
HR - Workers' Compensation	31.5	31.9	31.9	35.0	0.0	0.0	0.0
LGL - Property and Casualty	52.7	55.5	51.3	54.0	0.0	0.0	0.0
LGL - Workers' Compensation	2.0	2.0	2.0	2.0	0.0	0.0	0.0
PD - Central Svc Revolving	8.2	11.5	9.4	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	320.2	335.0	310.0	336.7	3.1	5.7	4.0
<b>Total Internal Svc./Service Chargeback</b>	<b>1,164.2</b>	<b>1,168.8</b>	<b>1,126.0</b>	<b>1,220.9</b>	<b>21.5</b>	<b>25.0</b>	<b>22.8</b>
<b>Total FTEs</b>	<b>20,528.5</b>	<b>21,504.9</b>	<b>20,909.7</b>	<b>21,614.9</b>	<b>987.9</b>	<b>859.1</b>	<b>727.6</b>



## SUPPLEMENTARY INFORMATION

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## GUIDE TO READING THE OPERATING BUDGET

This section explains the format and contents of the FY2017 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 FY2017 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

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

#### DEVELOPMENT AND MAINTENANCE SERVICES

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

#### HUMAN AND CULTURAL SERVICES

- 0 Department of Neighborhoods
- 0 Housing and Community Development
- 0 Houston Health Department
- 0 Library
- 0 Parks and Recreation

#### ADMINISTRATIVE SERVICES

- 0 Administration and Regulatory Affairs
- 0 City Controller
- 0 City Council
- 0 City Secretary
- 0 Finance
- 0 Houston Information Technology Services
- 0 Human Resources
- 0 Legal
- 0 Mayor's Office
- 0 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 FY2015 Actual, FY2016 Budget, FY2016 Estimate, FY2017 Budget and FY2017 highlights of services or new programs. The FY2016 Estimate (FY2016 Projected) is based on the March 2016 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 FY2015 Actual, FY2016 Estimate, and FY2017 Budget.

- o Department Revenue Summary

This form provides departmental revenue information by revenue source for the FY2015 Actual, FY2016 Budget, FY2016 Estimate and FY2017 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 pay the debt service, in addition to making operating transfers to the Combined Utility System General Purpose Fund. The 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 FY2016 Budget, the FY2016 Estimate, and the FY2017 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 FY2017, the Special Revenue Funds include the following:

- Asset Forfeiture
- Auto Dealers
- BARC Special Revenue Fund
- 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 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
- Planning and Development Special Revenue Fund
- Police Special Services
- Recycling Revenue Fund
- Special Waste Fund
- Storm Water
- Supplemental Environmental Protection
- Swimming Pool Safety Fund
- Technology Fee Fund
- Tourism Promotion Special Revenue 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 FY2017:

- 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 Capital Improvement Plan Program has its own budget cycle. A 5-year plan is adopted by City Council annually detailing planned appropriations. After adoption of the plan the outlined programs are presented to City Council for appropriation separately.

## 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 FY2017:

- 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 FY2017 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 as well as revenue and expenditure line item details for the General fund. These include line item details for the FY2015 Actual, FY2016 Budget, FY2016 Estimate and FY2017 Budget.

Also included are schedules for revenue supported debt service, Non-Major Special Revenue Funds, Budget Summary by Fund, as well as a summary of the FY2017 City Council actions and FY2017 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 FY2017 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 FY2015 Actual, FY2016 Estimate, and the proposed budget for FY2017,
  - 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 ordinances which appropriate 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-nine 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 court 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 Houston Airport System are budgeted in the Houston 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 Houston Airport System Revenue Fund
- o Houston Airport System Capital Outlay Fund
- o Combined Utility System
- o Convention and Entertainment Facilities

### Special Revenue Funds

The proceeds of dedicated 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 Houston Police Department's enforcement efforts regarding privately owned storage lots. This fund is also administered by the Houston 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 and Recreation 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.
- 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 Houston Health 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, food and drug, vital statistics, international travel immunizations, Geriatric Dental Program and specific public health purposes. This fund is administered by the Houston Health Department.

- o Historic Preservation Fund. This fund is administered by the Planning and Development Department and the Houston Public Library. The 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 the 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 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 Department.
- 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 Fee 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 Houston Health 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 Department and Parks and Recreation Department.
- 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 the revenues derived from all City-owned golf facilities, whether operated by the City or private entities, including all related concession fee revenues which are to be used exclusively for the maintenance, operation and improvement to 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 Planning and Development Special Revenue Fund. This fund was established in FY2016 to support development-related services such as: subdivision plat review, permit review and one half of the lot size/minimum building line program. This fund is administered by the Planning and Development Department.

- o Police Special Services 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 Houston Police Department facilities. The Houston Police Department administers this fund.
- o Recycling Revenue 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 system, 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 the City-regulated waste. This fund is administered by the Houston Health Department.
- o Storm Water Fund. This fund receives revenues 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 spa safety standards apply to all pools and spas serving more than two dwellings; in accordance with the requirements, operators of pools 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 Houston Health 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 Department and maintain systems to operate in an efficient manner.
- o Tourism Promotion Special Revenue Fund. Previously known as Houston Civic Events Fund, this fund is administered by the Mayor's Office. This fund was created to promote tourism through management and coordination of the civic celebration program, city's art and cultural plan, promote business travel and hotel occupancy in the City of Houston as well as protocol services.

#### Internal Service Funds

Internal Service Funds were established for the purpose of providing services to the City departments on a cost-reimbursement basis. These funds are shown in the Internal Service Funds 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 the 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) Fund. 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) 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 Capital Improvement Plan (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 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 2016 (Tax Year 2015) was \$0.60112 (per \$100 assessed valuation), which includes \$0.158926 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, Houston 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 the City-sponsored projects.
- o Grants such as Community Development Block Grant (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 the 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 to 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 the 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

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 FY1997 – FY2017  
General Fund Available Fund Balances  
(\$ thousands)**

<u>Fiscal Year</u>	<u>Unassigned Ending Fund Balance</u>	<u>M&amp;O Expenditures</u>
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	222,620	1,821,588
FY2015 Actual	287,842	1,964,412
FY2016 Estimate	196,394	2,026,749
FY2017 Budget	186,712	2,013,465

## 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). New policies were adopted by Ordinance No. 2014-1078 in December 2014, and were subsequently amended to include provisions regarding pay-as-you-go funding in June 2015.

Below is a complete copy of the financial policies relevant to the FY2017 Budget along with City's current compliance status for each individual policy directly or indirectly relevant to the FY2017 Budget. Policies with which the City is not in compliance are noted with an asterisk (\*) and are discussed in the Financial Policies Compliance Statement that follows these policies. Other policies that are not applicable at this time are marked "N/A" and are to be addressed as required.

### 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.).

## FINANCIAL POLICIES

### CURRENT STATUS

### B. General Policies

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|---|----------------------|
| <p>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.</p> | <p>In Compliance</p> |
| <p>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.</p>  | <p>In Compliance</p> |
| <p>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.</p>  | <p>In Compliance</p> |
| <p>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.</p>   | <p>In Compliance</p> |

### C. General Fund Reserve Policies

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|---|----------------------|
| <p>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.</p>   | <p>In Compliance</p> |
| <p>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:</p> <p>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</p> <p>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.)</p> | <p>In Compliance</p> |

## FINANCIAL POLICIES

## CURRENT STATUS

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. In Compliance
  
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. In Compliance

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

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. In Compliance

## FINANCIAL POLICIES

## CURRENT STATUS

### 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\*

## FINANCIAL POLICIES

### CURRENT STATUS

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| <p>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.</p>   | In Compliance |
| <p>4. Each enterprise fund of the City shall maintain revenues which support the full (direct and indirect) cost of the services provided.</p>   | In Compliance |
| <p>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.</p>  | In Compliance |
| <p>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).</p>   | In Compliance |
| <p>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:</p> <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> | In Compliance |

## FINANCIAL POLICIES

### CURRENT STATUS

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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.   | In Compliance      |
| 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.   | Not in Compliance* |

### **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 Compliance      |
| 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 Compliance      |
| 3. A five-year operating budget impact projection for all projects shall be reported in the CIP.   | In Compliance      |
| 4. The City shall prioritize Asset Renewal and Replacement of existing facilities over new facilities.   | In Compliance      |
| 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.   | Not in Compliance* |
| 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 Compliance      |

## FINANCIAL POLICIES

## CURRENT STATUS

### H. Long-Term Financial Planning Policies

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| <p>1. A five-year General Fund financial forecast shall be presented to BFA and provided to City Council annually in advance of the release of the proposed budget. The five-year forecast will include:</p> <p style="margin-left: 20px;">a. An in-depth analysis of revenues, expenditures, and all long-term obligations including debt, pensions, health benefits, accrued leave, facilities (needs, maintenance, utilization), fleet and information technology;</p> <p style="margin-left: 20px;">b. A plan for eliminating any funding shortfalls that would prevent adoption of a Balanced Budget in any year covered by the five-year forecast; and</p> <p style="margin-left: 20px;">c. Identification of requirements for achieving a Structural Balanced Budget in the upcoming fiscal year and the subsequent fiscal year, including a list of options for eliminating any funding shortfalls preventing achievement of a Structural Balanced Budget for the upcoming fiscal year and the subsequent fiscal year.</p> | <p>Not in Compliance*</p> |
| <p>2. At least once every five years, the City shall use an independent outside third-party actuary to project the costs of its pension plans and unfunded liabilities for a period of 30 years or some other appropriate time horizon recommended by the City's actuary and approved by City Council. Costs shall be projected using the plans' assumed investment rates of return and under three downside scenarios that anticipate lower investment rates of return.</p>   | <p>Not in Compliance*</p> |

### I. Debt Management Policies

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| <p>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.</p>  | <p>Not in Compliance*</p> |
| <p>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.</p>   | <p>In Compliance</p>      |
| <p>3. A standardized presentation format for proposed debt transactions will be adopted by 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.</p> | <p>In Compliance</p>      |
| <p>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.</p>  | <p>In Compliance</p>      |
| <p>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.</p>  | <p>In Compliance</p>      |

## FINANCIAL POLICIES

### CURRENT STATUS

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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>   | <p>In Compliance</p> |
| <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>   | <p>In Compliance</p> |
| <p>8. The City's desired target for average weighted General Obligation bond maturities is 12 years or less.</p>  | <p>In Compliance</p> |
| <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>   | <p>In Compliance</p> |
| <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> | <p>In Compliance</p> |

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

## FINANCIAL POLICIES

### CURRENT STATUS

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| <p>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.</p>  | <p>In Compliance</p> |
| <p>12. The City shall review all outstanding debt at least annually for the purposes of identifying refunding opportunities.</p>  | <p>In Compliance</p> |
| <p>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:</p> <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> | <p>In Compliance</p> |

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

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| <p>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.</p> | <p>In Compliance</p> |
| <p>2. Annual financial statements will be prepared in accordance with Generally Accepted Accounting Principles.</p>   | <p>In Compliance</p> |

**FINANCIAL POLICIES**

**CURRENT STATUS**

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| <p>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.</p>  | <p>In Compliance</p>      |
| <p>4. To the extent practicable, all Component Units of the City must follow all City accounting, audit and financial reporting policies.</p>  | <p>In Compliance</p>      |
| <p>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.</p> | <p>Not in Compliance*</p> |
| <p>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.</p>   | <p>In Compliance</p>      |
| <p>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.</p>   | <p>In Compliance</p>      |

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

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| <p>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.</p> | <p>N/A</p> |
| <p>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.</p>                              | <p>N/A</p> |
| <p>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.</p>                              | <p>N/A</p> |

## FINANCIAL POLICIES

### CURRENT STATUS

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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> | N/A |
| <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>   | N/A |

### **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="margin-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="margin-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="margin-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> | N/A |
| <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>  | N/A |
| <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>   | N/A |

## FINANCIAL POLICIES

### CURRENT STATUS

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| 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.  | N/A |
| 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.  | N/A |
| 6. Standardized presentation, application and evaluation formats will be adopted by BFA for use in consideration of economic development projects.  | N/A |
| 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> | N/A |
| 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>  | N/A |
| 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.  | N/A |

## FINANCIAL POLICIES

## CURRENT STATUS

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

## FINANCIAL POLICIES COMPLIANCE STATEMENT

Per Section B.3. of the City of Houston Financial Policies as adopted by Council, "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 preceding list of financial policies goes above and beyond the requirement by highlighting 49 of the City's 64 policies; the sections on Internal Control Over Financial Reporting Policies and Economic Development are marked N/A in this document and are to be addressed in the Adopted Budget as required. Of the 49 policies listed as directly or indirectly relevant to the FY2017 Operating Budget, the City is in compliance with 42, and not in compliance with seven. Brief explanations follow regarding the seven relevant policies with which the City is still working to comply:

- F.2. All post-employment and employee benefit systems will be financed in a manner to fully and systematically fund all liabilities...

Full funding of pensions has been a challenge for more than a decade, since benefits increased as a result of pension plan changes around FY2000. The new administration has made compliance a top priority. The administration has already initiated conversations with all three pension boards to discuss means by which the City's pension obligations can be rendered more manageable. Building on this step, the administration's continued focus on strategic spending and revenue adjustments, and commitment to development of a long-range financial plan, are all expected to move the City toward full funding of post-employment benefits.

- F.10. All Requests for Council Action that request funding not in the adopted budget ... 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 sources necessary to meet funding needs.

This process has been developed and is nearing readiness for rollout in conjunction with the CIP-related process highlighted at G.5. below. We expect compliance to be achieved during FY2017.

- G.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.

This process has been developed and is nearing readiness for rollout in conjunction with the operating budget fiscal note process highlighted at F.10. above. We expect compliance to be achieved during FY2017.

- H.1. A five-year General Fund forecast shall be presented to BFA and provided to City Council annually in advance of the release of the proposed budget...

The current administration has focused on addressing the projected FY2017 budget deficit through a combination of recurring and non-recurring methods. This emphasis, along with an accelerated budget schedule intended to free up more time for attention to pension reform, left no opportunity to provide the five-year overview contemplated in the Financial Policies. The recurring improvements referenced above, whether in the form of reduced expenditures or increased revenues, will contribute to reducing not just the FY2017 deficit, but funding gaps projected for future years as well. The administration's plan is to establish a regular schedule in which five-year forecasts are presented to BFA and provided to Council in December of each year, well in advance of budget development for the next fiscal year.

- H.2. At least once every five years, the City shall use an independent outside third-party actuary to project the costs of its pension plans and unfunded liabilities for a period of 30 years or some other appropriate time horizon recommended by the City's actuary and approved by City Council. Costs shall be projected using the plans' assumed investment rates of return and under three downside scenarios that anticipate lower investment rates of return.

The administration continues to work with its independent outside third-party actuary to project costs of pension plans and unfunded liabilities for a 30-year period. The range of scenarios utilized includes lower investment rates of return than the rates assumed by the pension plans, but the City has not commissioned three downside scenarios as specified. Removal of "three" may be suggested for consideration during the required biennial review of the financial policies before the end of calendar 2016.

- I.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.

Downgrades of the City's general obligation debt by Standard & Poor's and Moody's during FY2016 placed the City out of compliance, although the most recent rating (by Fitch in late April 2016) held the City's general obligation debt rating constant.

- J.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.... 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....

This new process has been initiated but is not yet fully implemented. We expect to achieve full compliance during FY2017.

**ADDITIONAL NOTE:**

At C.2.b. and F.3., the policies align to require a plan for achieving structural budget balance (referencing use of fund balance at C.2.b. and use of non-recurring revenues for recurring expenditures at F.3.). Any funds proposing use of non-recurring revenues for recurring expenditures in FY2017 will be delivering justification and a plan to end dependence. In the case of the General Fund, the justification is made in the Preliminary FY2017 General Fund Budget Summary presented on April 15, 2016, where the impact of achieving structural budget balance in FY2017 is quantified in terms of General Fund employees (more than 1,200 jobs). The FY2017 Budget takes strategic, sustainable steps to reduce not just the FY2017 funding gap, but those projected for future years – as highlighted in prior five-year forecasts, budget deficits are projected at least through the remainder of this decade.

Building on \$55.8 million of improvements to recurring revenues and expenditures, which represents a significant step to reduce reliance on one-time budget solutions, the new administration has been clear about its long-term plan for achieving structural budget balance by ensuring that recurring revenues are sufficient to cover recurring expenditures. Key components of the plan include continued focus on cost reductions through adoption of a new budget process and ongoing streamlining and identification of opportunities to improve efficiency. Negotiations with the City's three pension boards are to accelerate upon passage of the FY2017 budget, pointing toward an administration-set deadline of January 2017 for establishment of agreements with all three pension boards that make the City's long-term obligations more manageable. With these in place, the administration intends to revisit the property tax revenue cap and may ask City Council to seek voters' direction on amendments to the cap.

These three elements – organizational streamlining that results in recurring savings, improved management of the City's long-term obligations through pension system changes enacted in partnership with pension boards, and potential revenue cap adjustments to better reflect the cost of City services taxpayers want and require – are to be central elements in the City's long-range financial plan. This strategic plan for achieving structural budget balance, the first action item listed in Plan Houston (the City's General Plan), is to be developed during FY2017 and will further guide the City's long-term path to improved financial strength and stability.

In C.4, the policies require the City to allocate sufficient funds by the end of the second subsequent full fiscal year to restore the Budget Stabilization Fund to at least minimum levels – the greater of 1% of General Fund expenditures (excluding debt service transfers and PAYGO capital expenditures) or \$20 million. The City allocated \$17 million to the 2015 Flood Disaster Fund in FY2015, leaving an estimated \$3.1 million in the fund at the end of FY2016. The City plans to restore the Budget Stabilization Fund to required levels by the end of FY2017 using a combination of sources including, but not limited to, unspent funds in the FY2015 Flood Disaster Fund and FEMA reimbursements for flood response expenditures.

## 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 April and May 2016, the Finance Department began briefing Council on the preparation of the FY2017 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 April and May.

## CAPITAL IMPROVEMENT PLAN PROCESS

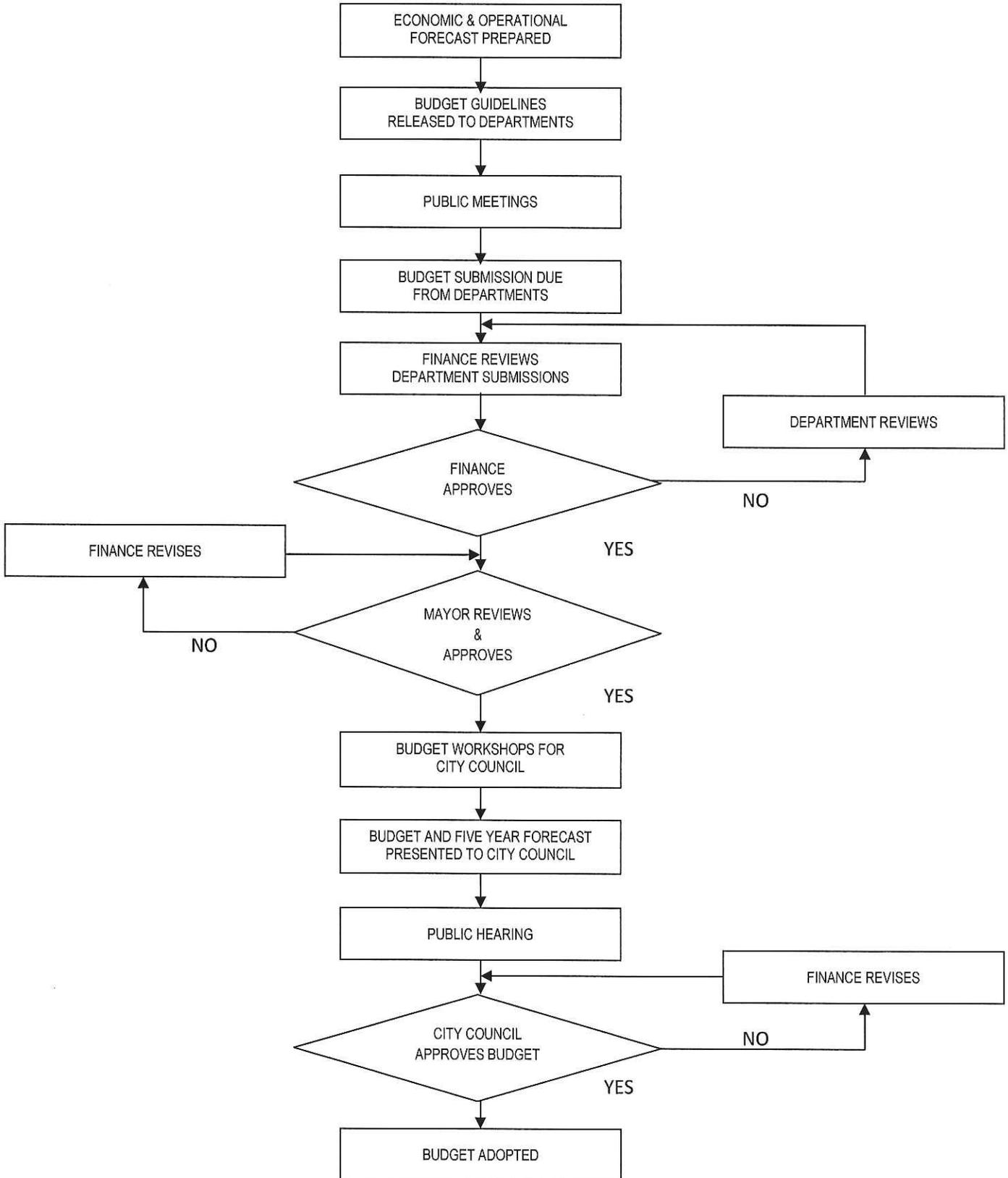
The process to prepare and adopt the five-year Capital Improvement Plan (CIP) for FY2017-FY2021 generally follows the same procedures as the Operating Budget. Refer to Exhibits 2 and 3 for schedule and comparison.

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 FY2016-FY2020 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 with the Mayor, a proposed FY2017-FY2021 CIP will be prepared for presentation to City Council for review and adoption.

Enterprise Fund capital projects may vary from FY2016, 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 FY2017-FY2021 CIP.

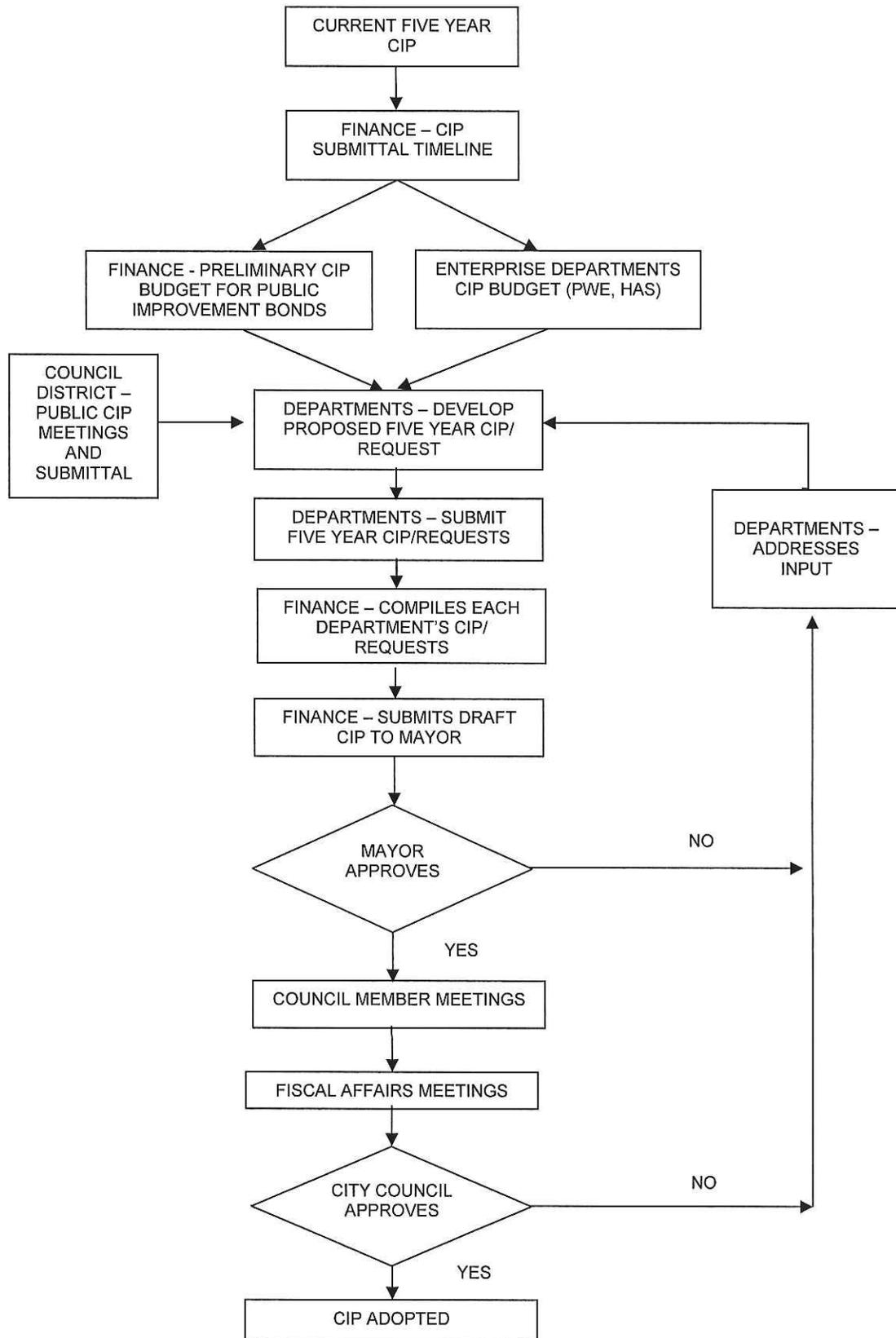
# EXHIBIT 1 OPERATING BUDGET PROCESS



## 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	N/A
February - March	Departments submit operating budget requests	Public Meetings on CIP  Departments submit CIP requests	HCDD develops and publishes the draft 2016 Annual Action Plan for public comment (CDBG, HOME, HOPWA & ESG).  HCDD presents annual budgets to Housing and Community Affairs City Council Committee.  One Public Hearing on the 2016 Annual Action Plan held.
April	Finance analyzes and consolidates Operating Budget	Executive review of Proposed Projects	One Public Hearing on the 2016 Annual Action Plan held.  2016 Annual Action Plan submitted for Council approval.  Council approves the submission of the 2016 Annual Action Plan.
April - May	Council Workshops  Public Meetings on Budget	N/A	N/A
May	Mayor proposes Operating Budget	City Council Member review of draft CIP	2016 Annual Action Plan including CDBG, HOME, HOPWA, and ESG annual applications submitted to HUD.
May - June	Council approves Operating Budget	Mayor proposes CIP Council approves Capital Improvement Plan	N/A

### 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 over 600 square miles comprising of 579.4 square miles of land and 22.3 square miles of water. Houston is the fourth most populous city in the nation with an estimated 2014 population of 2,239,558 (3,502 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 6,656,947 inhabitants in 2015, the nine-county Houston-The Woodlands-Sugar Land 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, and Waller counties. Houston is the center city of one of the most dynamic urban centers in the United States.

2014 City Population				
New York	Los Angeles	Chicago	Houston	Philadelphia
8,491,079	3,928,864	2,722,389	2,239,558	1,560,297
2015 Metro Area Population				
New York, Newark, Jersey City, NY-NJ-PA				20,182,305
Los Angeles, Long Beach, Anaheim, CA				13,340,068
Chicago, Naperville, Elgin, IL-IN-WI				9,551,031
Dallas, Fort Worth, Arlington, TX				7,102,796
Houston, The Woodlands, Sugar Land, TX				6,656,947
Washington D.C., Arlington, Alexandria, VA-MD-WV				6,097,684
Philadelphia, Camden, Wilmington, PA-NJ-DE-MD				6,069,875

Population growth continues in the city and the metropolitan area: the Houston metro area added 159,083 residents from July 2014 to July 2015, according to U.S. Census data that show the area gaining more population than any other metro area in the nation. Every Houston-area county experienced population growth in 2015, and Harris County led the nation's counties in population growth, adding 90,451 residents (among counties with 250,000 people or more, Fort Bend showed the fastest percentage growth with a 4.3% population increase in one year). Houston also stands among the nation's most diverse cities, drawing newcomers from around the U.S. and across the world – foreign-born residents accounted for two of every five newcomers to the region in the past five years.

According to the U.S. Census Bureau, as of 2010, Houston's population breakdown by race and ethnicity was as follows: Hispanic or Latino origin 43.8%; White (not Hispanic) 25.6%; African-American 23.7%; Asian 6.0%; American Indian and Alaska Native 0.7%; Native Hawaiian and Pacific Islander 0.1%; and persons of two or more races 3.3%. Additionally, 49.8% of Houston's population 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.

While the economy has started to slow, population growth is still likely to continue, albeit at a reduced pace. The region records an annual "natural increase" in population of about 60,000, as births outpace deaths, and this means that even a 50% drop in the number of residents moving to Houston would yield annual population

growth of nearly 90,000. The Greater Houston Partnership notes that population growth has been steady over the past 15 years, with the region's population increasing from 3.7 million to 6.6 million and showing few effects from upswings and downturns in oil prices.

## 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. Two in five Houstonians are foreign born, and there are seventeen 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. A study in 2015 by Martin Associates says Ship Channel related businesses contribute more than \$264.9 billion in statewide economic impact. At the close of 2015, the Port surpassed 2 million twenty-foot-equivalent units (TEUs) handled, setting a new record and solidifying its position as the leading container port on the U.S. Gulf Coast.

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). Ranked as the 11<sup>th</sup> busiest airport in the U.S. for total passenger traffic, IAH is Houston's largest airport and the largest hub for United Airlines. HOU, Houston's original municipal airport, handles domestic & international passengers for five airlines and one charter service, and, is a key hub for Southwest Airlines. EFD is a joint military and civilian airport and serves as a base of operations for the National Aeronautics and Space Administration (NASA) and corporate charters.

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.

## HEALTH AND EDUCATION

The Houston region's health care system provides quality care from specialized to routine care for patients that come from around the world. Houston is home to the Texas Medical Center (TMC), the largest medical center in the world. TMC is comprised of 21 renowned hospitals, 14 support organizations, 10 academic institutions, 8 academic and research institutions, 7 nursing programs, 3 public health organizations, 3 medical schools, 2 pharmacy schools and 1 dental school. Eight million patients per year visit the TMC. Houston proudly supports the TMC and their dedication to provide employment for over 106,000 employees.

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 283 schools, 11,645 teachers and more than 215,000 students. HISD serves a dynamic, highly diversified community and is one of Houston's largest business enterprises.

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

## 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. 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.

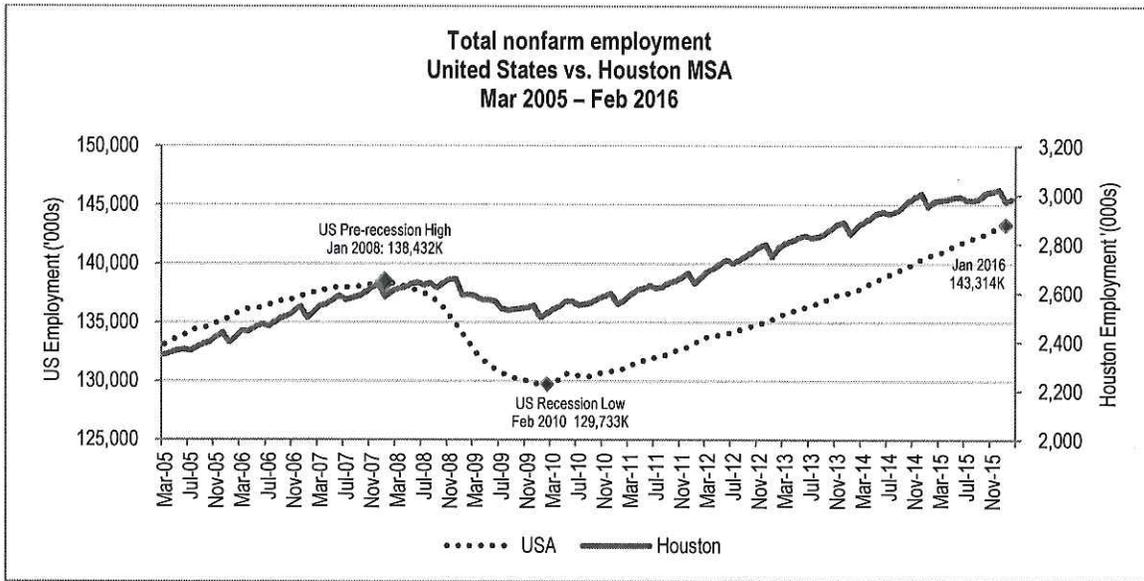
The distinctive Houston Museum district is one of the best in the country. It offers a range of museums, galleries, art and cultural institutions. With its nineteen members within a 1.5 miles radius, the district offers a wide array of exhibits featuring themes of art, history, culture, nature, and science. 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.

Houston has professional sports teams representing football, baseball, basketball and soccer. The City boasts an array of 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 2004 Super Bowl XXXVIII, 2005 World Series, USA Gymnastics 2008 Men's Visa Championship, 2010 Major League Soccer All Star Game, 2011 NCAA Men's Final Four, 2012 Amateur Athletic Union Junior Olympic Games, 2013 NBA All Star Game, and 2015 Major League Lacrosse All Star Game. The City had recently hosted the 2016 NCAA Men's Final Four Champion and is looking forward to host the upcoming 2017 Super Bowl LI.

## ECONOMIC OUTLOOK

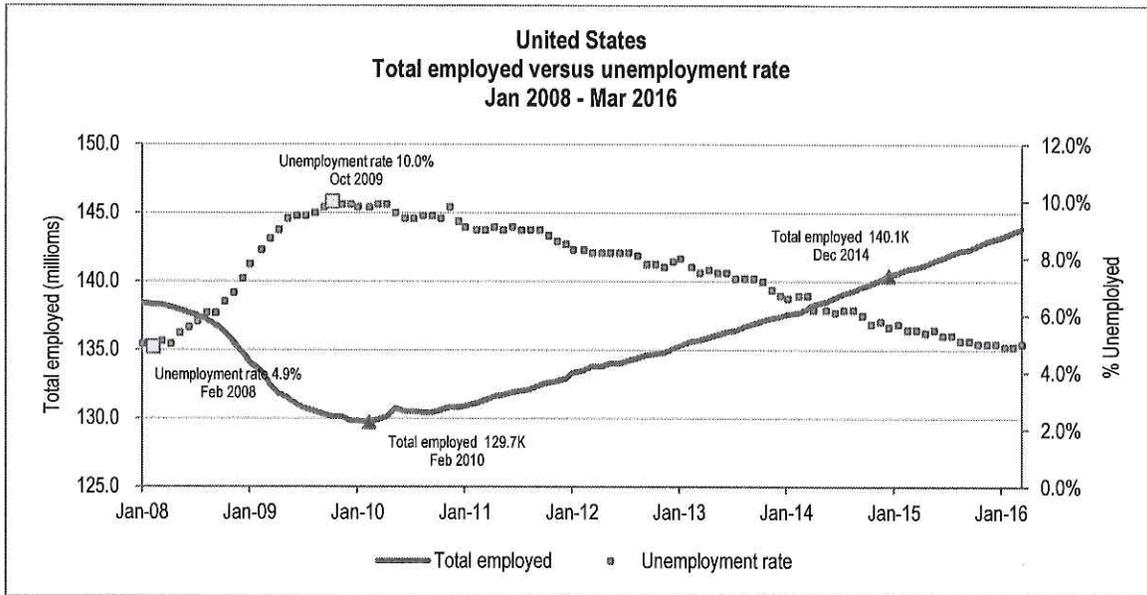
For the fifth time in 35 years, Houston faces economic uncertainty brought on by falling oil prices. Rigs are idled and the City's sales tax revenue has fallen. The Houston Purchasing Managers Index for March 2016 registered 45.9, up from February's 44.5 mark but below the 50-point level required to indicate economic expansion (the index has now signaled economic contraction in Houston for 15 straight months). Also, construction has slowed as new capacity generates office and multi-family supply that could outstrip demand.

The region's economy remained relatively strong through and following the Great Recession; as indicated in the chart below, Houston never saw the dramatic employment dropoff experienced by much of the U.S. from late 2008 into early 2010. Since that time, the Houston MSA has seen job growth sufficient to keep local employment growth at a pace near that of the nation's employment expansion. However, with the impact of lower oil and gas prices on the upstream energy sector, Houston's employment growth has slowed and is being outpaced by increases in U.S. employment.



Source: US Census Bureau

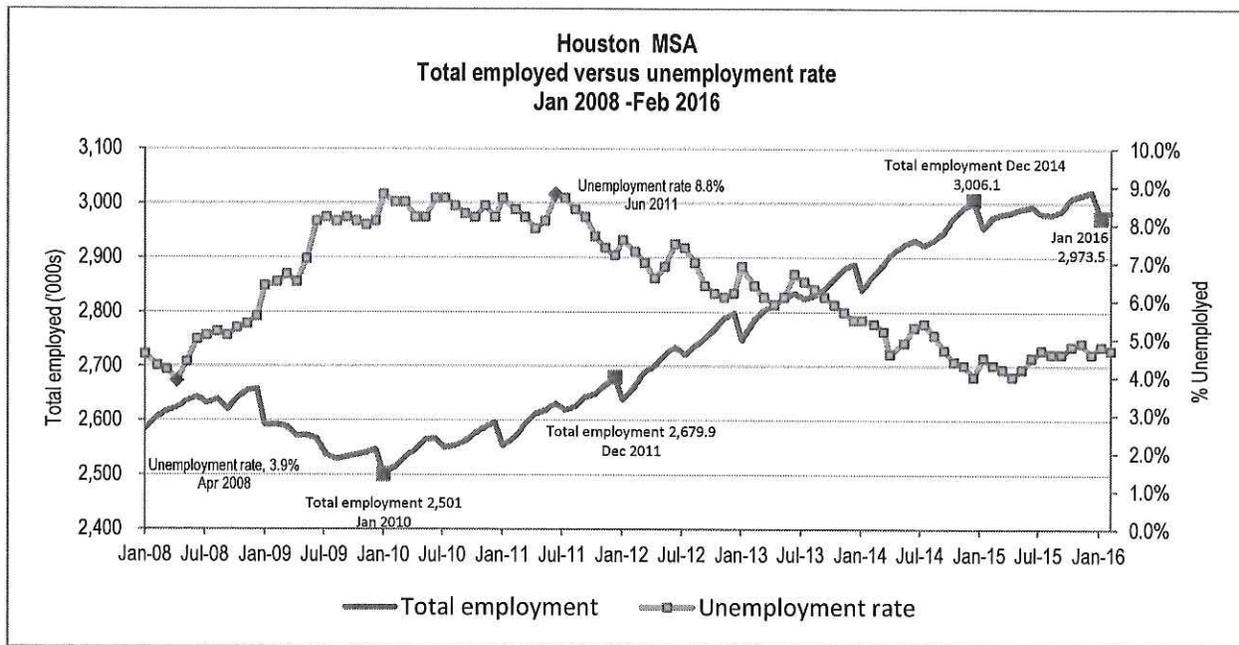
Nationally, the slow but steady job growth has moved the nation beyond its pre-recession high of 138.4 million jobs in January 2008. As of March 2016, some six years after the recession low of 129.7 million jobs in February 2010, the U.S. has recovered 14 million jobs with an estimated 143.8 million jobs, easily surpassing the pre-recession highs.



Source: US Census Bureau

Houston's story is quite different: Houston lost only 156,400 jobs from December 2008 to January 2011. The area's recovery was also much more rapid than at the national level, as Houston regained its pre-recession jobs level by December 2011, only 23 months after the low point of the recession. As of December 2014, Houston had gained 326,200 jobs since December 2011. While Houston recovered at a faster pace than the country as a whole, much of that growth was attributable to expansion in energy exploration due to higher oil prices. The lingering downturn in prices has dramatically slowed employment growth in Houston, although the

impact is being slightly offset by active construction projects started during the recent building boom and new projects in downstream energy refining that are now more economical with lower energy prices.



Source: US Census Bureau

While initial Texas Workforce Commission data indicated the area created 23,200 jobs in 2015, revisions released in March 2016 reduced the 2015 job-creation total to 15,200, a dramatic drop-off from the 117,800 jobs created in 2014 (the region’s third-best year on record for job growth). Job losses tended to occur in sectors more closely tied to the upstream energy industry; the overall gain was driven by an increase of 65,000 jobs in sectors including accommodations and food services; arts and entertainment; construction; finance and insurance; government and health care.

As job growth slows (weighed down by a market in which the nation is showing its lowest count of working oil rigs in more than half a century), there are still reasons for optimism. Looking ahead, area economists cite several reasons to believe that Houston will successfully weather this newest storm. For one, oil downturns are typically linked to a national recession; this is not the case at present, and continued strength in the U.S. and global economies helps Houston (demand for consumer goods drives demand for plastics and chemicals, and many Houston companies are impacted by business trends occurring far from this metro area).

Additionally, Houston’s well-documented economic diversification of the past few decades means that as people are laid off from jobs at struggling upstream energy firms, many are able to transfer their skills in areas like finance, human resources, or the law to other employers in sectors like downstream energy, health care or education. Meanwhile, some \$50 billion in construction and expansion at refineries and chemical plants to the east of Houston represents one of the largest investments ever in manufacturing capacity along the Gulf Coast. Furthermore, the planned expansion of the Panama Canal will open new doors for area manufacturers wishing to ship to, or bring components in from, Asia.

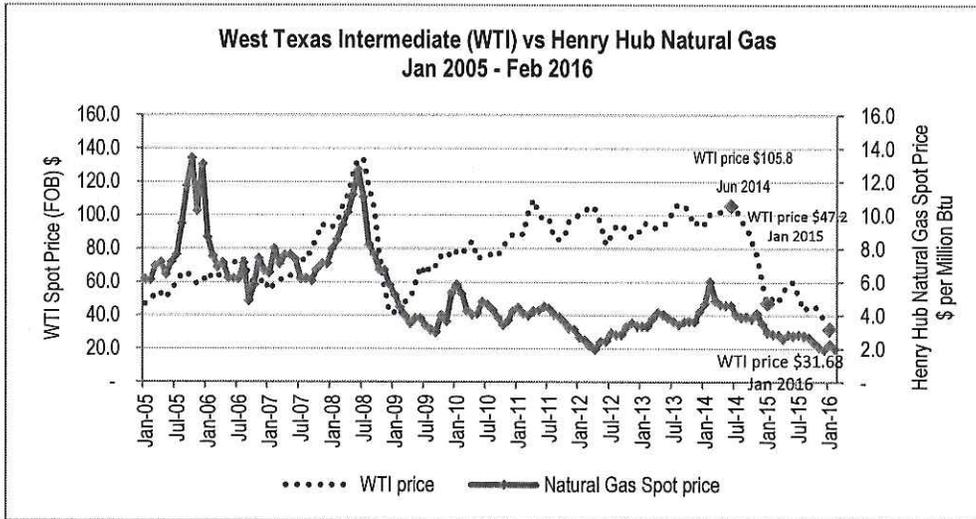
**ENERGY**

Houston remains the internationally recognized global energy capital, and as such can suffer material economic impacts when oil prices slump. After achieving a high of nearly \$106 in June of 2014, oil tumbled to \$31.68/barrel in January 2016, a price point not seen since March 2009. This is having an impact on job growth in Houston, as Houston holds a substantial portion of the nation’s jobs in oil and gas extraction. Partially offsetting this impact are the nine refineries in Houston that process more than 2.3 million barrels of crude oil

per day (approximately half of the state's total production). Lower oil and gas prices translate to lower costs for the inputs that refiners and many other manufacturers in the Houston area use, which can translate into higher profits and more employment related to refining and manufacturing.

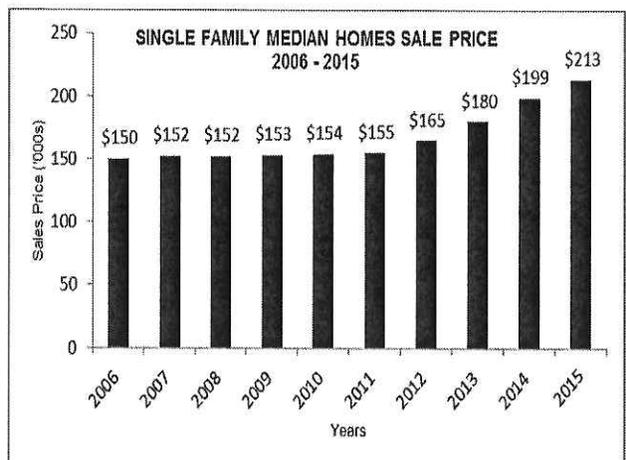
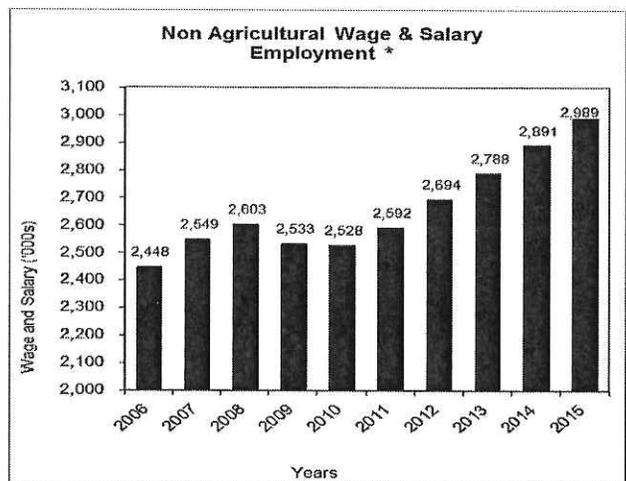
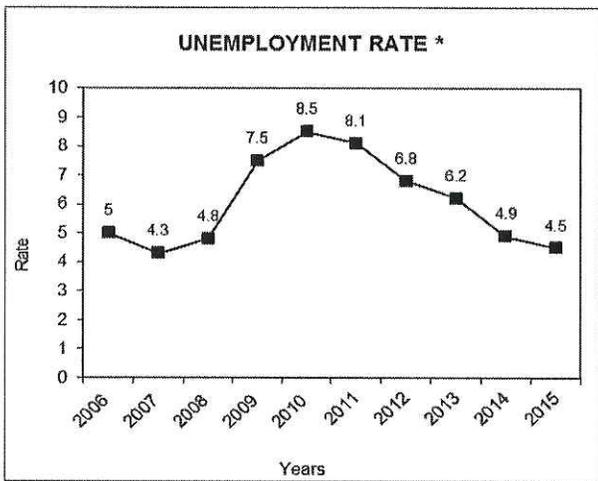
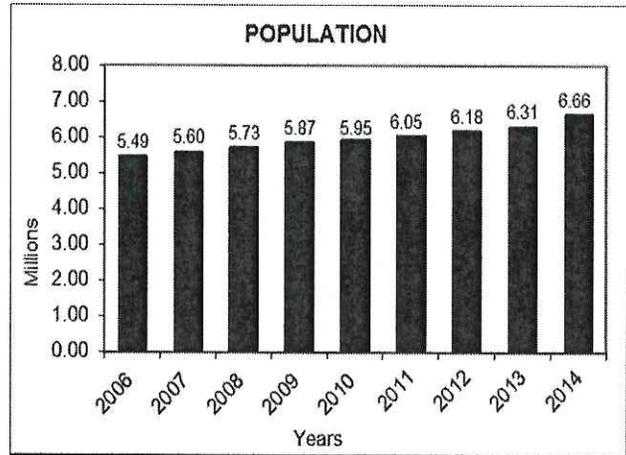
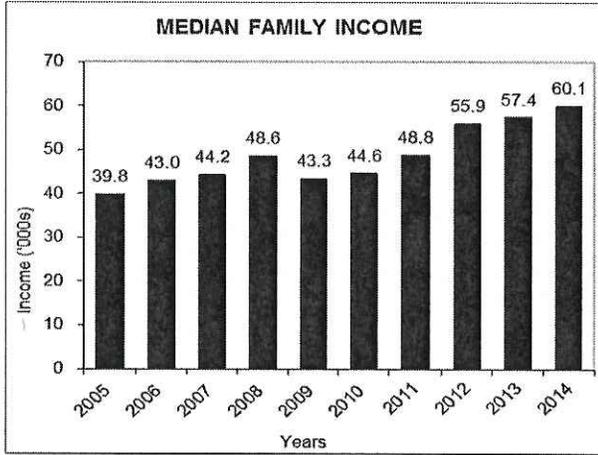
As of April, the Energy Information Administration (EIA) is forecasting West Texas Intermediate (WTI) will approach an average of \$35/barrel in 2016 and a further appreciation in 2017 prices to more than \$40/barrel. Based on this forecast, local economists say Houston should remain relatively strong in the near term, although a price rebound will be needed at some point to compensate for lost jobs and related economic activity as construction at refineries and chemical plants along the Texas Gulf Coast slows in the next year or two.

Should oil prices hold to current projections and remain around \$40/barrel, or even increase slightly through the remainder of 2016, Houston is likely to navigate this most recent economic challenge in relative health. Given the volatility of oil prices and projections though, the City would do well to prepare for prices below these levels.



Source: US Energy Information Administration

HOUSTON MSA AT A GLANCE

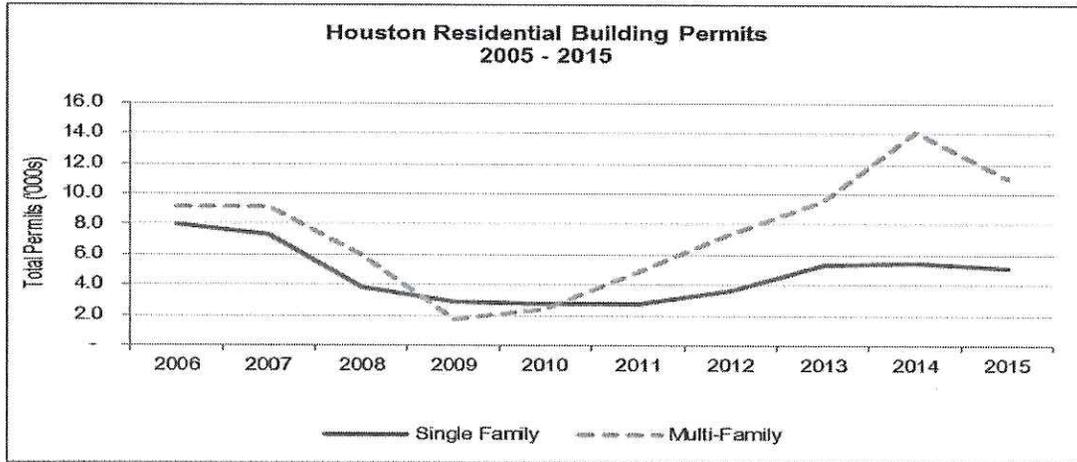


\* Not Seasonally Adjusted

Sources: Greater Houston Partnership, US Bureau of Economic Analysis, US Bureau of Labor Statistics, Harris County Appraisal District

**CONSTRUCTION AND REAL ESTATE**

The City of Houston issued approximately 16,000 single and multi-family residential permits in 2015, 17% less than in the previous year. The slowdown continues: total building permits in January and February 2016 were down approximately 30% from prior-year totals. The \$7.8 billion 12-month total value for Houston building permits as of February 2016 was down from the \$8.9 billion in the 12-months ending in February 2015, which the Greater Houston Partnership cites as Houston’s historic peak for permit activity. With expansion and construction in various industries, the 2015 non-residential construction permits dropped by nearly 22% compared to prior year. Projections are for a surplus of multi-family and office space capacity after initiation of numerous projects in 2014 and 2015.



Source: City of Houston

**Single Family Housing**

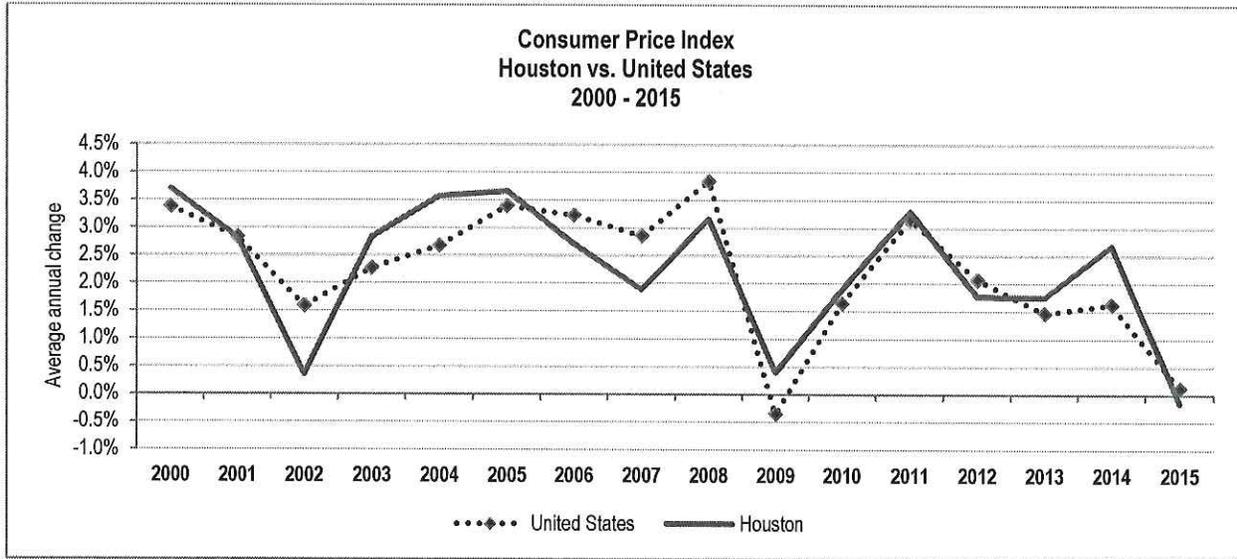
The five-year trend represented in the chart below illustrates the vitality of the Houston housing market during the recent employment boom. Sales in 2015 dropped slightly from 2014’s record performance, but total dollar volume held virtually constant as the average sales price increased from \$270,182 to \$280,290. The report from the Houston Association of Realtors (covering March 2016) highlights positive sales in mid-range homes and increasing inventory as evidence that the Houston real estate market “demonstrated more sustainable conditions.” The report shows 2016 home sales running 1% ahead of the 2015 year-to-date pace, with single-family inventory levels climbing from a 2.8-month supply to 3.6 months. It also notes that Houston’s inventory remains less than the national supply of 4.4 months’ inventory, and points to continued population growth as a mitigating factor against the potential negative effects of energy industry layoffs.

SUMMARY OF HOUSTON RESIDENTIAL SALES ACTIVITY					
	2015	2014	2013	2012	2011
Total Sales	88,764	91,439	88,069	74,116	63,606
Total dollar volume	\$23,559,111,514	\$23,553,542,859	\$20,891,392,084	\$16,040,186,637	\$13,012,903,352
Single-family sales	73,724	75,535	73,232	62,374	53,592
Average sales price	\$280,290	\$270,182	\$248,591	\$225,330	\$213,723
Median sales price	\$212,000	\$199,000	\$180,000	\$164,500	\$155,000

Source: Har.com

## 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), dropped by 0.2% in 2015 compared to the national increase of 0.1%. Houston’s overall average CPI for 2015 was 213.1 versus 237.0 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, trended higher than the national average for 2013 and 2014 as evidenced in the chart above, before turning downward in 2015. With oil and gas prices on the decline through the latter half of 2014 and much of 2015, Houston's Consumer Price Index responded with a slight decrease. However, indications through early 2016 are that inflation is returning to the area, as increasing housing costs and a slight rise in food prices offset cheaper motor fuel and household energy. U.S. Bureau of Labor Statistics data show consumer prices in the metro area rising 2% from February 2015 to February 2016, which the Greater Houston Partnership notes is the largest annual increase since late 2014.

### Sources:

- Harris County Appraisal District
- The Greater Houston Partnership (Special Thanks to Patrick Jankowski)
- Houston Association of Realtors
- University of Houston Center for Public Policy
- National Association of Realtors Quarterly Report
- City of Houston
- US Bureau of Labor Statistics
- US Census Bureau
- US Bureau of Economic Analysis
- Federal Reserve Bank of Dallas – Houston Branch
- US Government Energy Information Administration
- University of Houston Institute for Regional Forecasting, C.T. Bauer College of Business (Special Thanks to Dr. Bill Gilmer)
- The Port of Houston Authority
- Houston Independent School District
- Facts and Figures about the Texas Medical Center – Texas Medical Center





## GENERAL FUND

Fund Summary .....	II - 2
General Fund Resources Summary.....	II - 4
General Fund Expenditures/Other Uses Summary .....	II - 18

**FISCAL YEAR 2017 BUDGET**

**GENERAL FUND SUMMARY**

Fund Name: General Fund  
Fund No. : 1000

	<u>FY2015 Actual</u>	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
<b>Beginning Fund Balance - Unassigned</b> \$	222,620,490	287,841,857	287,841,857	196,393,774
<b>Revenue and Other Sources</b>				
General Property Taxes	1,074,435,185	1,114,028,980	1,092,731,468	1,133,190,875
Industrial Assessment	16,735,785	18,200,000	18,992,572	18,042,943
Sales Taxes	667,061,076	688,837,000	636,300,000	615,000,000
Other Tax	15,992,280	16,678,981	16,615,981	16,908,772
Electric Franchise	100,564,568	101,141,850	101,145,516	102,029,934
Telephone Franchise	43,450,849	40,865,000	43,219,885	42,000,000
Gas Franchise	14,538,332	14,839,561	14,839,561	15,015,585
Other Franchise	31,282,727	30,945,026	33,155,801	33,738,694
Licenses and Permits	37,999,329	37,870,062	39,555,871	40,019,911
Intergovernmental	24,184,766	26,470,476	53,485,088	70,151,379
Charges for Services	63,224,200	53,116,008	58,586,972	58,697,673
Direct Interfund Services	47,899,633	50,796,726	51,614,342	53,896,663
Indirect Interfund Services	25,327,921	26,750,414	28,819,618	27,436,084
Municipal Courts Fines and Forfeits	25,446,824	28,698,175	22,812,017	22,812,017
Other Fines and Forfeits	4,731,606	4,155,722	4,309,422	4,306,281
Interest	3,039,623	3,000,000	3,600,000	3,000,000
Miscellaneous/Other	17,216,852	12,756,750	26,426,799	13,824,806
<b>Total Revenue and Other Sources</b>	<u>2,213,131,556</u>	<u>2,269,150,731</u>	<u>2,246,210,913</u>	<u>2,270,071,617</u>
<b>Other Resources</b>				
Sale of Capital Assets	46,651,874	5,500,000	5,501,000	14,500,000
Transfers From Other Funds	31,363,014	30,724,961	30,041,561	12,049,011
<b>Total Other Resources</b>	<u>78,014,888</u>	<u>36,224,961</u>	<u>35,542,561</u>	<u>26,549,011</u>
<b>Total Available Resources</b>	<u>2,513,766,934</u>	<u>2,593,217,549</u>	<u>2,569,595,331</u>	<u>2,493,014,402</u>
<b>Expenditures and Other Uses</b>				
<b>Public Safety</b>				
Fire Department	494,140,178	507,890,583	507,767,336	504,651,890
Houston Emergency Center	12,517,759	10,495,106	10,495,106	10,148,271
Municipal Courts Department	26,862,735	29,146,536	28,514,278	29,561,764
Police Department	741,251,981	801,945,758	800,945,758	811,296,432
<b>Public Safety</b>	<u>1,274,772,653</u>	<u>1,349,477,983</u>	<u>1,347,722,478</u>	<u>1,355,658,357</u>
<b>Development &amp; Maintenance Services</b>				
General Services	41,817,398	41,382,514	41,221,640	41,223,483
Planning & Development	7,707,990	6,118,289	6,118,289	4,189,347
Public Works & Engineering	32,260,022	31,629,308	31,458,088	31,943,989
Solid Waste Management	74,793,572	75,771,536	75,771,536	79,163,385
<b>Development &amp; Maintenance Services</b>	<u>156,578,982</u>	<u>154,901,647</u>	<u>154,569,553</u>	<u>156,520,204</u>

**FISCAL YEAR 2017 BUDGET**

**GENERAL FUND SUMMARY**

**Fund Name: General Fund**

**Fund No. : 1000**

	<u>FY2015 Actual</u>	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
<b>Human &amp; Cultural Services</b>				
Department of Neighborhoods	12,018,096	12,263,579	12,263,579	<b>11,704,705</b>
Housing & Community Development	668,929	577,464	497,634	<b>532,760</b>
Houston Health Department	59,549,369	61,441,105	60,639,244	<b>65,639,362</b>
Library	38,707,100	40,205,472	40,137,935	<b>40,916,822</b>
Parks and Recreation	68,621,171	71,296,783	71,296,783	<b>73,139,214</b>
<b>Human &amp; Cultural Services</b>	<u>179,564,665</u>	<u>185,784,403</u>	<u>184,835,175</u>	<u><b>191,932,863</b></u>
<b>Administrative Services</b>				
Administration and Regulatory Affairs	28,890,580	29,495,673	29,495,673	<b>30,522,833</b>
City Controller	8,135,147	8,730,585	8,682,542	<b>8,886,974</b>
City Council <sup>(1)</sup>	10,592,134	19,378,939	19,378,939	<b>10,329,477</b>
City Secretary	805,096	879,419	800,061	<b>907,691</b>
Finance Department	18,358,497	20,254,083	19,782,928	<b>19,622,040</b>
Houston Information Technology Services	22,554,445	24,594,024	23,950,478	<b>23,362,802</b>
Human Resources	3,285,302	3,637,405	3,578,886	<b>3,053,604</b>
Legal	15,072,057	15,839,369	15,746,041	<b>16,046,138</b>
Mayor's Office	7,600,250	8,164,446	8,164,446	<b>7,695,641</b>
Office of Business Opportunity	2,743,152	2,947,095	2,913,180	<b>3,048,590</b>
<b>Administrative Services</b>	<u>118,036,660</u>	<u>133,921,038</u>	<u>132,493,174</u>	<u><b>123,475,790</b></u>
<b>General Government</b>				
General Government	235,459,236	218,809,422	207,128,646	<b>185,877,435</b>
<b>Total Expenditures Other than Debt / PAYGO</b>	<u>1,964,412,196</u>	<u>2,042,894,493</u>	<u>2,026,749,026</u>	<u><b>2,013,464,649</b></u>
<b>Debt Service and PAYGO Capital</b>				
Other Adjustments <sup>(2)</sup>	0	27,758,000	27,758,000	<b>(23,544,022)</b>
Captured Revenue Transfer to DDSRF	0	22,288,000	22,288,000	<b>34,741,000</b>
Trans to PIB Bonds Debt Service	264,500,000	295,954,000	295,954,000	<b>281,959,000</b>
<b>Debt Service and PAYGO Capital Projects</b>	<u>264,500,000</u>	<u>346,000,000</u>	<u>346,000,000</u>	<u><b>293,155,978</b></u>
<b>Total Expenditures and Other Uses</b>	<u>2,228,912,196</u>	<u>2,388,894,493</u>	<u>2,372,749,026</u>	<u><b>2,306,620,627</b></u>
Fund Balance - Unassigned	284,854,738	204,323,056	196,846,305	<b>186,393,775</b>
<b>Total Budget</b>	<u>2,513,766,934</u>	<u>2,593,217,549</u>	<u>2,569,595,331</u>	<u><b>2,493,014,402</b></u>
Changes to Unassigned Fund Balance	0	(452,531)	(452,531)	<b>317,885</b>
Prepaid Items and Imprest Cash	2,987,119	0	0	<b>0</b>
<b>Ending Fund Balance - Unassigned</b>	<u>287,841,857</u>	<u>203,870,525</u>	<u>196,393,774</u>	<u><b>186,711,660</b></u>
<b>Amount Assigned for:</b>				
Budget Stabilization Fund Reserve <sup>(3)</sup>	20,000,000	20,452,531	20,452,531	<b>20,134,646</b>
Ending Fund Balance - Unassigned	287,841,857	203,870,525	196,393,774	<b>186,711,660</b>
<b>Total Ending Fund Balance</b>	<u>\$ 307,841,857</u>	<u>224,323,056</u>	<u>216,846,305</u>	<u><b>206,846,306</b></u>

(1) City Council budget includes funding for Council District Service Project Program.

(2) Adjustments in FY2016 includes transfer to special fund and FY2017 includes debt prepayment from Building Inspection Fund.

(3) An amount not less than the greater of (a) 1% of expenditures (excluding debt service and PAYGO payment) or (b) \$20M. In FY2016, \$17M was transferred to the 2015 Flood Disaster Fund, leaving FY2017 beginning fund balance of \$3,134,646.

The General Fund Summary in some cases may not agree with some of the departmental totals due to prior year restatements.

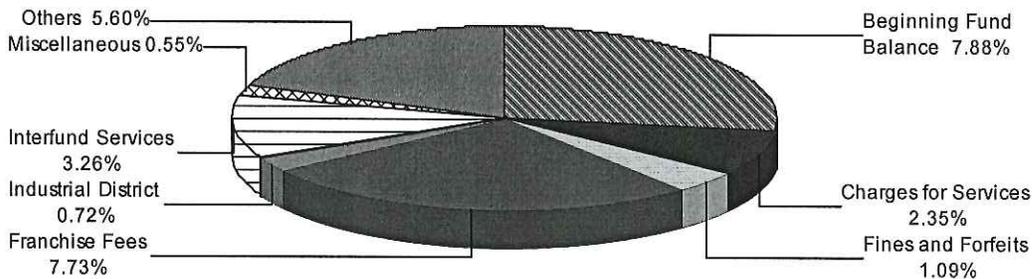
## GENERAL FUND RESOURCES SUMMARY

The General Fund is the City of Houston's largest operating fund. With total resources of \$2.5 billion budgeted in FY2017, this fund relies heavily on various forms of revenue to finance its operations. As illustrated below, approximately 70.8% percent of the total resources in the General Fund are from taxes, mainly property and sales taxes.

### GENERAL FUND RESOURCES FY2017 BUDGET



### COMPOSITION OF OTHER (ABOVE)



**FISCAL YEAR 2017 BUDGET**

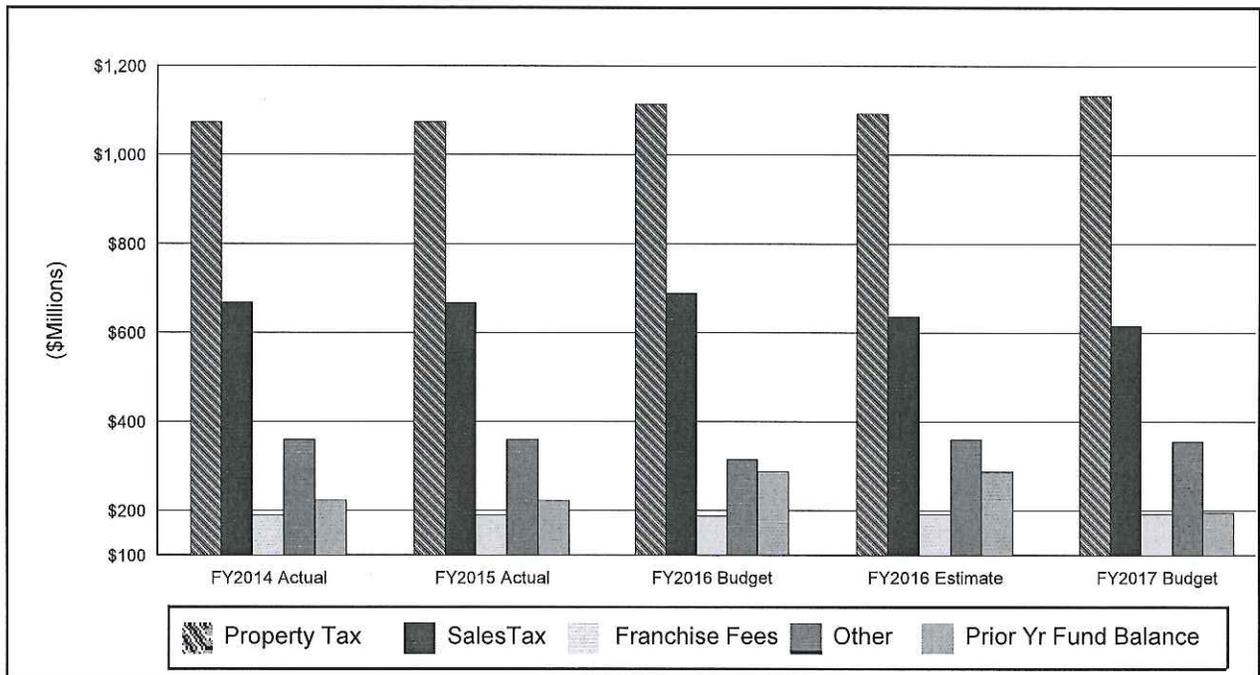
The composition of the FY2017 General Fund resources is listed below:

<b>RESOURCE CATEGORIES</b>	<b>RESOURCE FY2017 BUDGET*</b>	<b>% OF TOTAL BUDGET</b>
Taxes:		
Property Taxes	1,133,191	45.45%
Sales Taxes	615,000	24.67%
Other Tax	16,909	0.68%
Franchise Fees	192,784	7.73%
Industrial District	18,043	0.72%
Licenses and Permits	40,020	1.62%
Intergovernmental	70,151	2.82%
Charges for Services	58,698	2.35%
Interfund Services	81,333	3.26%
Fines and Forfeits	27,118	1.09%
Interest	3,000	0.12%
Miscellaneous/Other	13,825	0.55%
<b>Total Revenue</b>	<b>2,270,072</b>	<b>91.06%</b>
Sale of Capital Assets	14,500	0.58%
Transfers In	12,049	0.48%
Beginning FY2017 Fund Balance	196,394	7.88%
<b>TOTAL RESOURCES</b>	<b>2,493,015</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  
FY2014 THROUGH FY2017**



**Total General Fund Revenue**

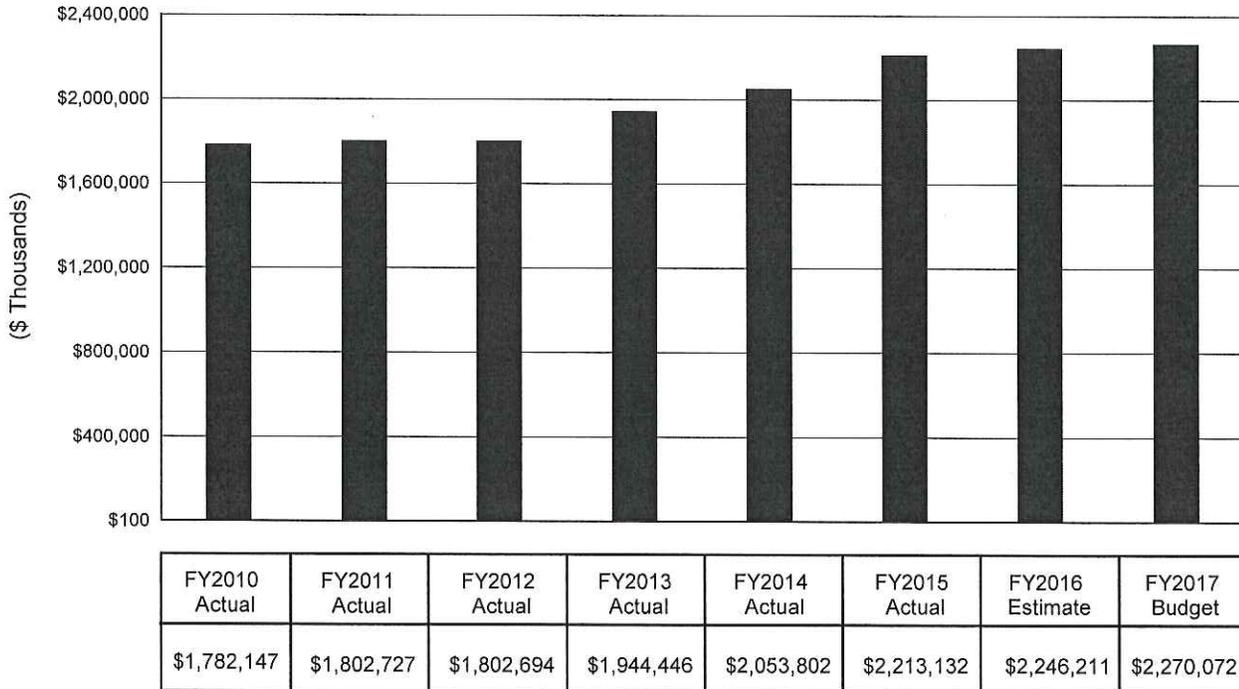


Table I below provides the FY2017 General Fund revenue budget by categories. As shown, the total revenue is expected to be \$2.3 billion or \$23.9 million higher than the projected FY2016 revenue.

**Table I**  
**FY2017 Revenue Budget**  
**Compared with FY2016 Estimate**

Category	Projected Revenue (\$ Thousands)		
	FY2016 Estimate	FY2017 Budget	Increase / (Decrease)
General Property Taxes	1,092,731	1,133,191	40,460
Industrial Assessment	18,993	18,043	(950)
Sales Taxes	636,300	615,000	(21,300)
Other Tax	16,616	16,909	293
Electric Franchise	101,146	102,030	884
Telephone Franchise	43,220	42,000	(1,220)
Gas Franchise	14,840	15,016	176
Other Franchise	33,156	33,739	583
Licenses and Permits	39,555	40,020	465
Intergovernmental	53,485	70,151	16,666
Charges for Services	58,587	58,698	111
Direct Interfund Services	51,614	53,896	2,282
Indirect Interfund Services	28,820	27,436	(1,384)
Municipal Courts Fines and Forfeits	22,812	22,812	0
Other Fines and Forfeits	4,309	4,306	(3)
Interest	3,600	3,000	(600)
Miscellaneous/Other	26,427	13,825	(12,602)
<b>Total</b>	<b>2,246,211</b>	<b>2,270,072</b>	<b>23,861</b>

Table II provides the revenue estimate for each distinct revenue source that is expected to produce at least \$3 million in FY2017. 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**

Item	Projected Revenue (\$ Thousands)		
	FY2016 Estimate	FY2017 Budget	Increase / ( Decrease)
General Property Taxes	1,092,731	1,133,191	40,460
Sales Taxes	636,300	615,000	(21,300)
Industrial Assessment	18,993	18,043	(950)
Mixed Beverage Tax	16,397	16,687	290
Electric Franchise	99,756	101,018	1,262
Telephone Franchise	43,467	42,000	(1,467)
Gas Franchise	14,840	15,016	176
Cable TV Franchise Fees	25,408	26,133	725
Solid Waste Hauler Franchise Fee	7,564	7,541	(23)
Licenses and Permits	39,556	40,020	464
TIRZ Funding	12,230	30,764	18,534
Intergovernmental Revenue - 1115 Waiver	13,314	18,054	4,740
Ambulance Fees	44,500	46,500	2,000
Ambulance Fee Supplemental Reimbursement	27,786	21,177	(6,609)
Other Charges for Services	14,087	12,198	(1,889)
Interfund Police Protection	25,134	25,061	(73)
Interfund Fire Protection	20,202	20,360	158
Other Direct Interfund	6,278	8,476	2,198
Indirect Cost Recovery	28,820	27,436	(1,384)
Moving Violations	12,500	12,500	0
Other Municipal Courts Fines and Forfeitures	10,312	10,312	0
Miscellaneous/Other	26,427	13,825	(12,602)
All Other Revenues	9,609	8,760	(849)
<b>Total</b>	<b>2,246,211</b>	<b>2,270,072</b>	<b>23,861</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 60.112 cents per \$100 of taxable value.

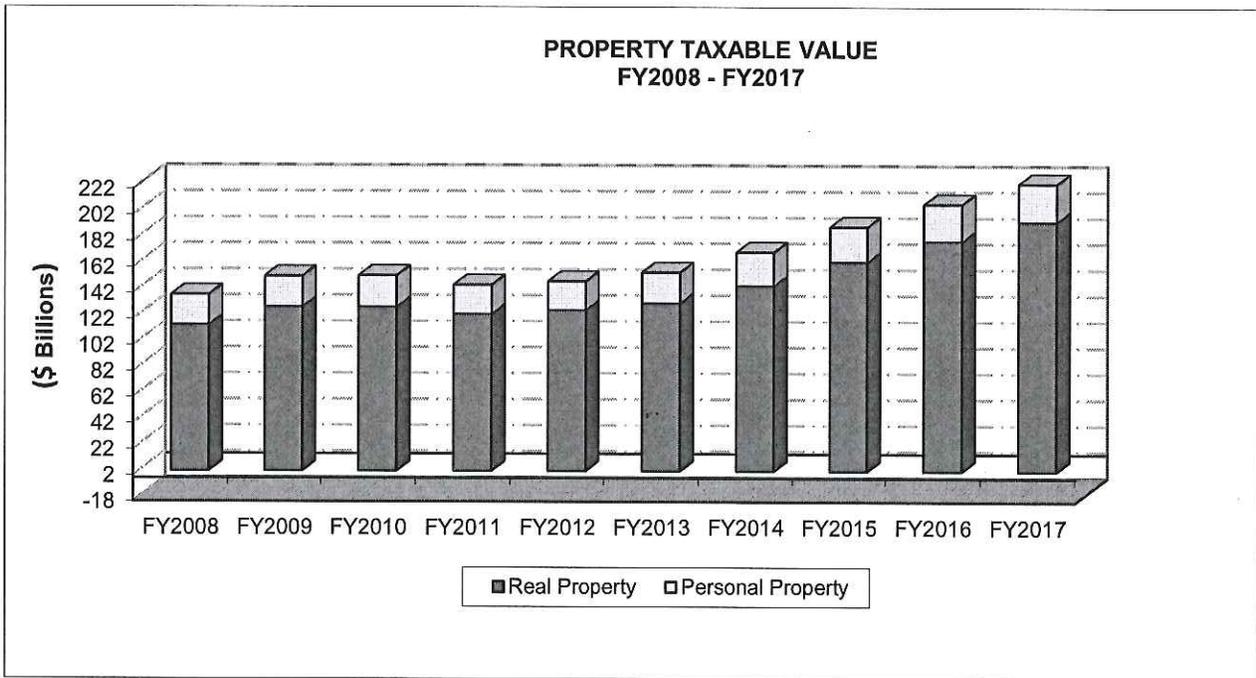
CAD notifies taxpayers of appraised values by May 15th of each year or as soon thereafter as practicable. Taxpayers may protest appraised values or the exemption status of their properties. Hearings of protests are conducted by the Appraisal Review Board of CAD. Chief Appraiser of CAD certifies appraisal 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 FY2017 property tax value certified estimate provided by CAD to the City in April 2016 is \$221.3 billion, which is net of the current senior/disabled exemption of \$160,000. 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 \$141.5 billion.

Below is a graph showing the ten-year history of property taxable values in Houston, with the \$221.3 billion estimate shown for FY2017.



**FISCAL YEAR 2017 BUDGET**

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

<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	177,083	28,462	205,545
2017	2016	192,043	29,265	221,308*

\*County Appraisal District Certified Estimates, as of April 2016.

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 FY2017 property tax revenue estimate is derived according to Proposition 1 and Proposition H. The Finance Department applied the 2015 inflation rate of -0.15% and population estimate as of 7/1/2015 of 2.0% to arrive at a net revenue estimate of \$1.13 billion. This revenue is approximately 3.7% higher than the estimated FY2016 revenue of \$1.09 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 (1)</u>		<u>CPI (2)</u>	
July 1, 2003	2,009,669	2003	163.7
July 1, 2004	2,012,626 + 0.1471%	2004	169.5 + 3.5431%
July 1, 2005	2,076,189 + 3.1582%	2005	175.6 + 3.5988%
July 1, 2006	2,144,491 + 3.2898%	2006	180.6 + 2.8474%
July 1, 2007	2,208,180 + 2.9699%	2007	183.8 + 1.7929%
July 1, 2008	2,244,615 + 1.6500%	2008	189.967 + 3.3339%
July 1, 2009	2,257,926 + 0.5930%	2009	190.495 + 0.2779%
July 1, 2010	2,099,451 + 0.0000%	2010	194.172 + 1.9302%
July 1, 2011	2,145,146 + 2.1765%	2011	200.495 + 3.2564%
July 1, 2012	2,160,821 + 0.7307%	2012	204.213 + 1.8544%
July 1, 2013	2,195,914 + 1.6241%	2013	207.574 + 1.6458%
July 1, 2014	2,239,558 + 1.9875%	2014	213.365 + 2.7898%
July 1, 2015 (4)	2,284,887 + 2.0240%	2015	213.039 - 0.1528%

	<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

**FISCAL YEAR 2017 BUDGET**

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	1.9875%
CPI Increase 2014	<u>2.7898%</u>
	\$1,024,029
Population Increase 2015	2.0240%
CPI Decrease 2015	<u>-0.1528%</u>
	\$1,043,191
 Proposition H (3)	 <u>\$90,000</u>
<b>FY2017 CAP</b>	<b>\$1,133,191</b>
 FY2016 Estimate	 \$1,092,731
FY2017 CAP (Based on 4.5% Increase from FY2016 Estimate)	\$1,161,444
<b>Final FY2017 CAP (the Lower FY2017 CAP)</b>	<b>\$1,133,191</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.
- (4) Population numbers based upon Planning Department estimate.

Sales Tax

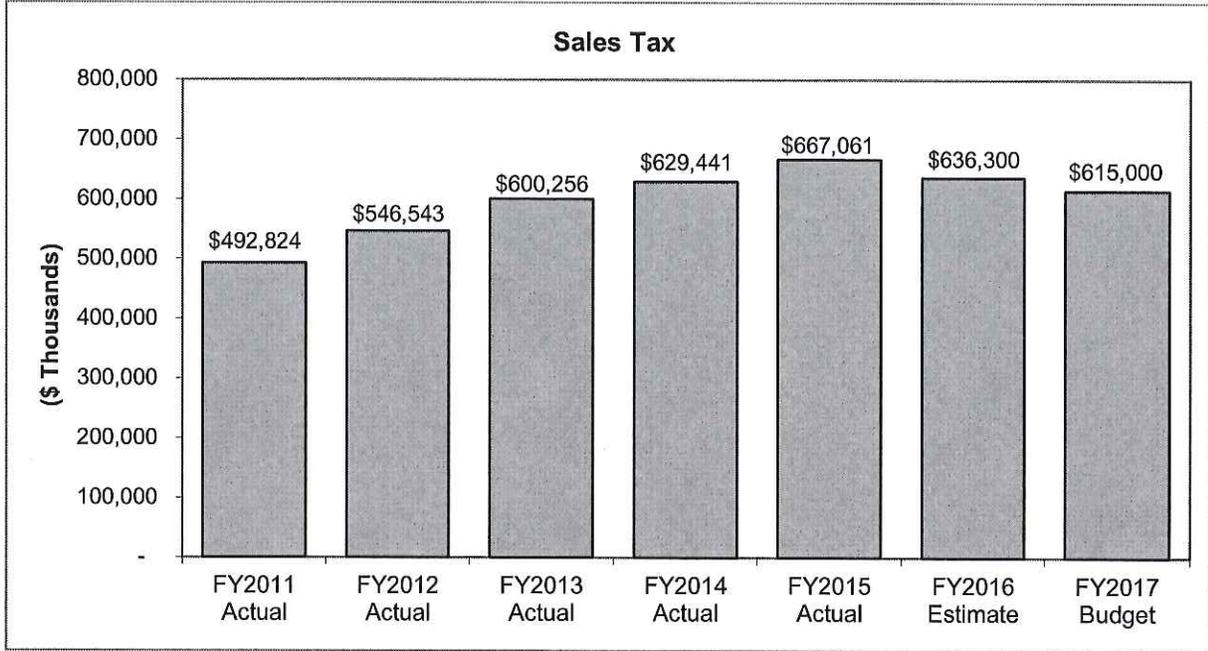
General sales and use taxes are imposed upon the sale or consumption of certain goods and services at the point of sale. In the City of Houston, a \$0.0825 sales and use tax is applied for every dollar of sales. The Metropolitan Transit Authority (METRO) receives \$0.01, and the State of Texas receives \$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 FY2017 budget amount of \$615.0 million is approximately \$21.3 million, or 3.3% lower than FY2016 estimated amount of \$636.3 million. This estimate is supported by the uncertainty regarding the path of oil prices. 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 energy exploration and drilling boom has slowed significantly, and while Houston's economy has diversified, it is still strongly tied to energy. 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**

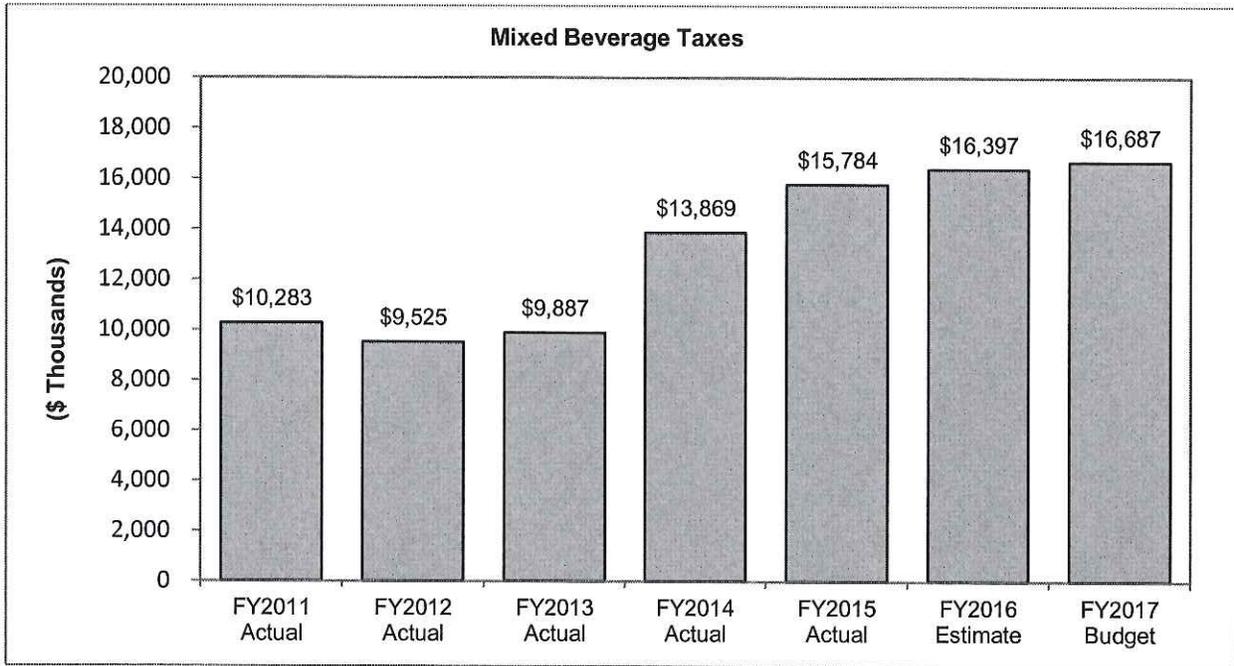
The City of Houston has Industrial District Contract Agreements having a term of fifteen years with more than 100 companies that are located within the Houston Extra-Territorial Jurisdiction (ETJ). A contractually reduced ad valorem assessed valuation fee is calculated and billed annually to each company 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 \$18.0 million in FY2017.

**Mixed Beverage Tax**

Following the end of each calendar quarter, the State Comptroller allocates 10.7143% of the mixed beverage tax received to the counties and cities.

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 FY2017 projection, we are anticipating the revenue estimate of \$16.7 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 99.9% of the electric franchise fees paid to the City, which represents approximately \$100 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 FY2016 electric franchise fee estimate is \$99.8 million. The FY2017 electric franchise fee estimate of \$101.0 million is approximately 1.3% higher than the FY2016 estimate. Kilowatt hour consumption for calendar year 2015 was up 1.31% from 2014.

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

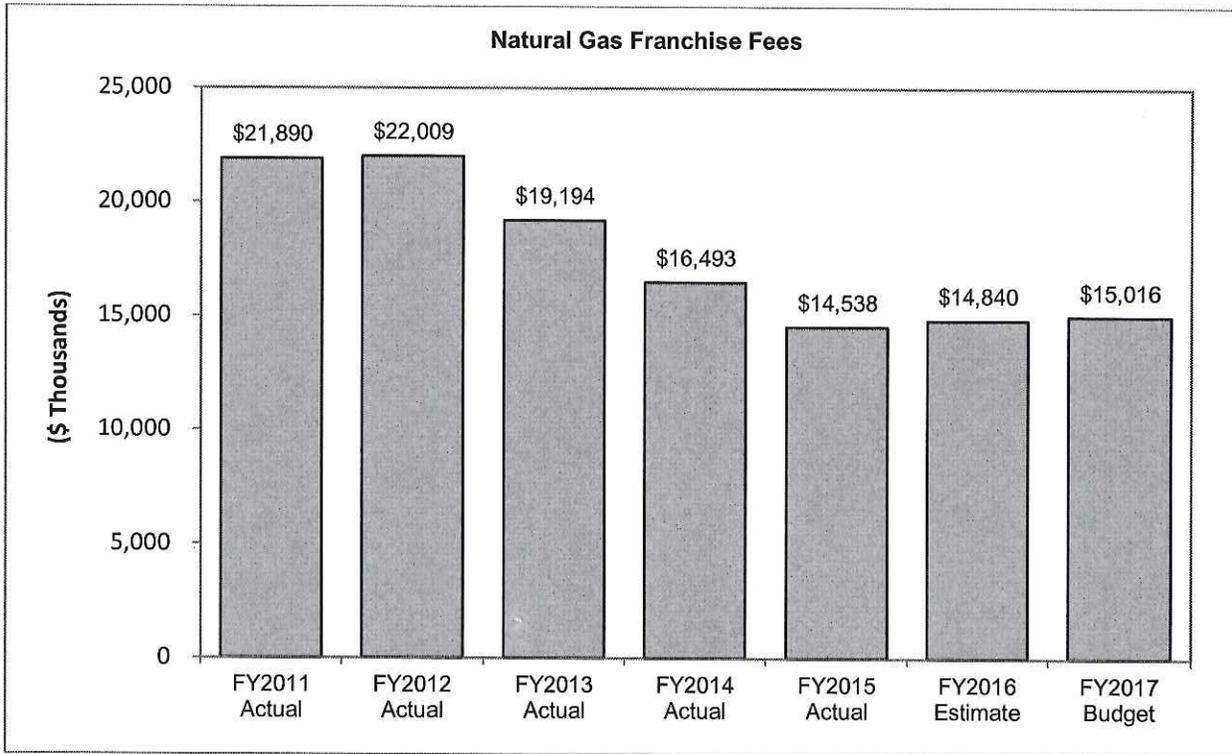
Natural Gas Franchise

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 FY2017, franchise fees are based on CenterPoint's 2013, 2014 and 2015 gross revenues.

The estimate for FY2016 natural gas franchise fees from CenterPoint is approximately \$14.8 million. The FY2017 natural gas franchise fee estimate is \$15.0 million, an increase of 1.2% from FY2016. CenterPoint's calendar year 2015 revenues were \$271.2 million compared to calendar year 2012's revenues of \$260.6 million, an increase of 4.0%. Residential account revenues in 2015 were up 19.4% compared to 2012's account revenue, which more than made up for the loss in industrial and commercial revenues.

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.

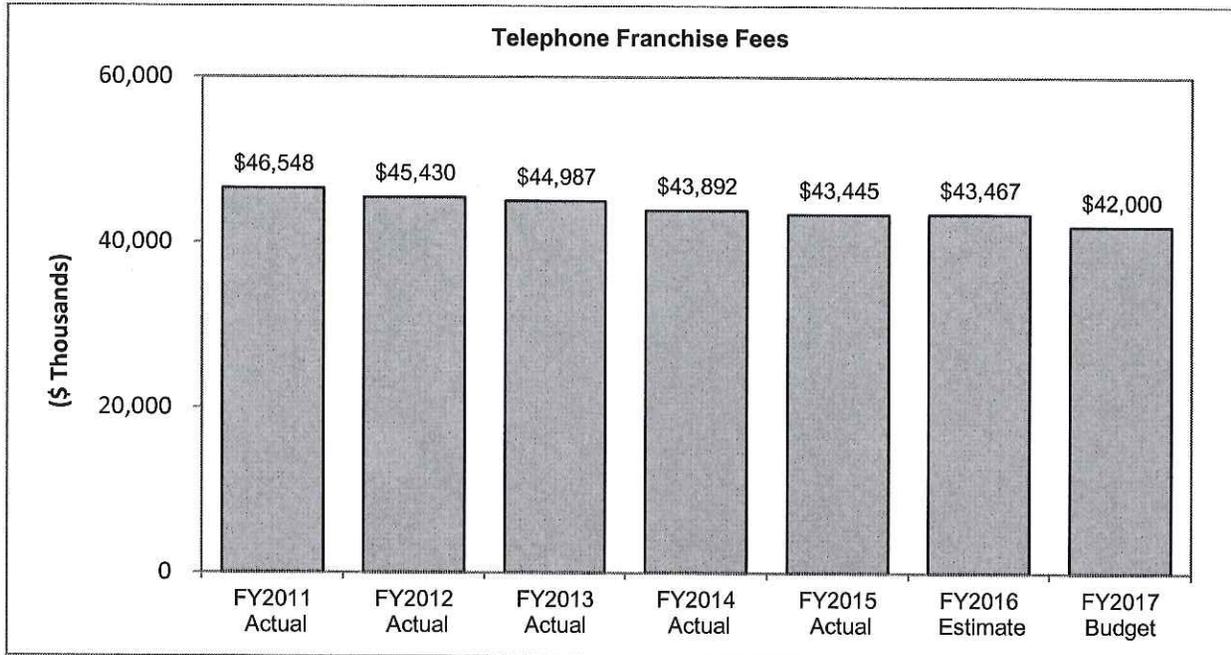
Telephone Franchise

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 - \$1.80; non-residential - \$6.09; and point-to-point - \$17.25.

The FY2016 estimate for telephone franchise fee is \$43.5 million, exclusive of audit recoveries. The FY2017 projection of \$42.0 million is a 3.37% decrease from FY2016 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 51.4% of the total cable franchise revenue projection for FY2017. The projection for FY2017 is \$26.1 million, which is 2.9% higher than the FY2016 estimate of \$25.4 million.

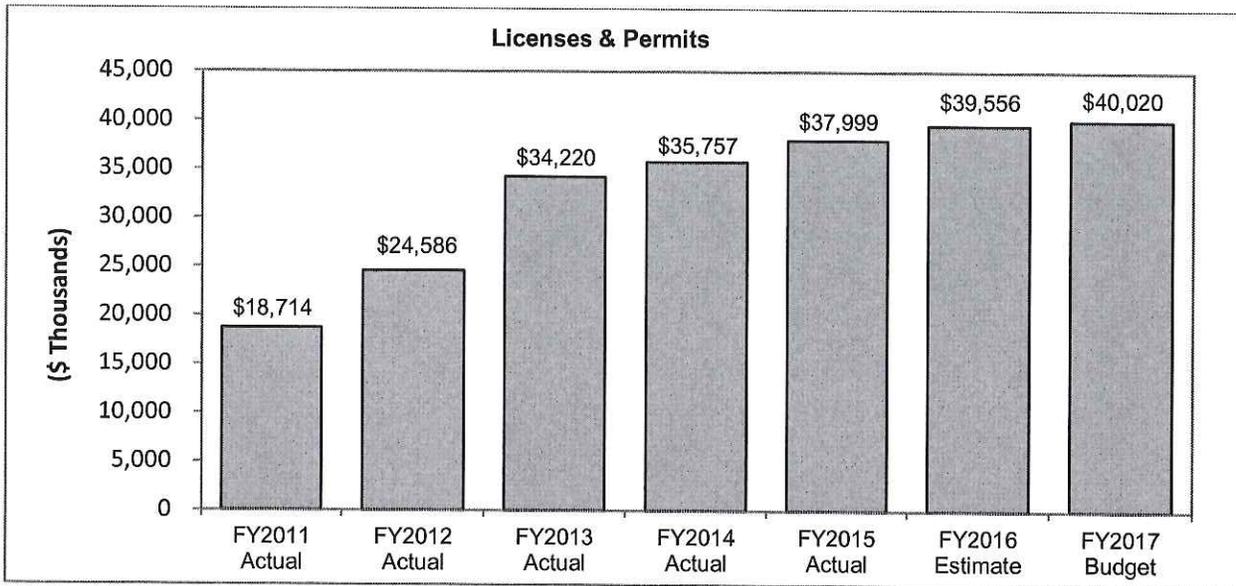
Solid Waste Hauler Franchise Fees

Solid waste haulers pay fees to compensate the City for the use of City streets. Approximately 112 active solid waste hauler franchises pay 4% of gross revenues from transporting commercial solid and industrial wastes that originate within the City limits. The FY2016 estimate for solid waste hauler franchise fees is \$7.6 million, exclusive of audit recoveries. The FY2017 estimate of \$7.5 million assumes a contraction as a result of the slow-down in the oil and gas industry and resulting contraction in office space usage.

**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 FY2017 revenue is estimated at \$40.0 million, which is approximately \$464,000 higher than FY2016 estimate of \$39.6 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 FY2017 is \$46.5 million, an increase of \$2.0 million or 4.5% higher than the FY2016 estimate of \$44.5 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 FY2017, revenues of \$12.2 million are projected, a decrease of \$1.9 million or 13.4% lower than the FY2016 estimate of \$14.1 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 FY2017 projection of \$25.06 million is \$73,000 or approximately 0.3% lower than the FY2016 estimates of \$25.13 million.

The Aviation Enterprise Fund also pays for fire protection provided by the Fire Department to the Houston Airport System. The FY2017 projection of \$20.4 million reflects an increase of \$158,000 over the FY2016 estimate of \$20.2 million.

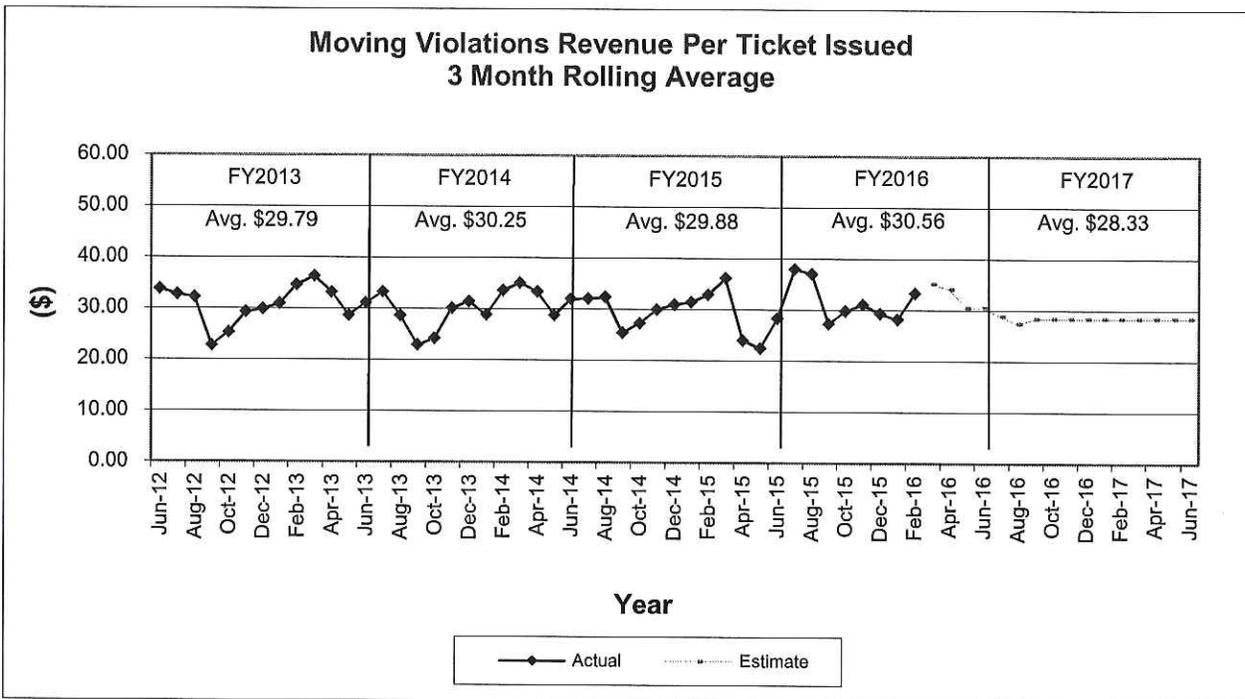
Payments received for other direct services performed by the General Fund are recovered throughout the year. The FY2017 projection of \$8.5 million is approximately \$2.2 million higher than the FY2016 estimate of \$6.3 million.

Indirect Cost Recovery

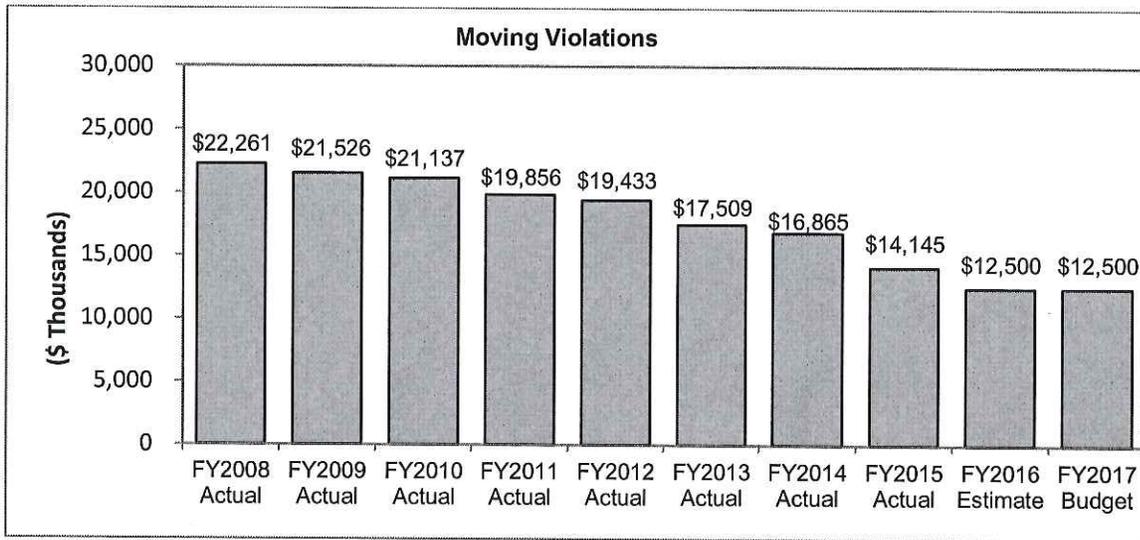
The General Fund provides citywide central support services and recovers the cost of these services through allocation of indirect costs. These amounts are determined through the preparation of an annual cost allocation plan, which distributes administrative overhead costs to General Fund operating departments and to other funds. For FY2017, the proposed plan calls for cost recoveries totaling \$27.4 million, a decrease of \$1.4 million in indirect interfund revenue from the FY2016 estimate of \$28.8 million.

Moving Violations

In FY2017, we expect 441,242 tickets to be issued and 128,169 tickets paid at an average of \$97.53 per ticket. Moving violations revenue in FY2017 is projected at \$12.5 million.



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



Other Municipal Courts Fines and Forfeitures

The FY2017 Municipal Court Fines and Forfeitures are projected at \$10.3 million.

Miscellaneous/Other

The FY2017 revenue is estimated at \$13.8 million, which is approximately \$12.6 million lower than FY2016 estimate of \$26.4 million. This is mainly due to large legal settlement received in FY2016.

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 \$8.8 million in FY2017

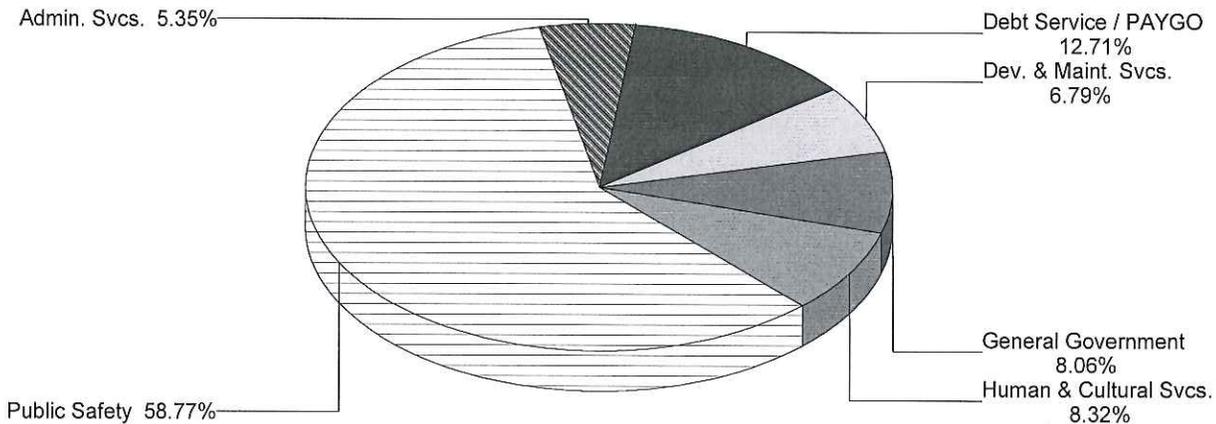
A detailed listing of General Fund revenues by category are presented in the appendices.

## GENERAL FUND EXPENDITURES/OTHER USER SUMMARY

General Fund Expenditures and other uses make up the largest portion of the City's FY2017 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).

FY2017 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 FY2017 BUDGET



**Total=\$2,306,620,627**

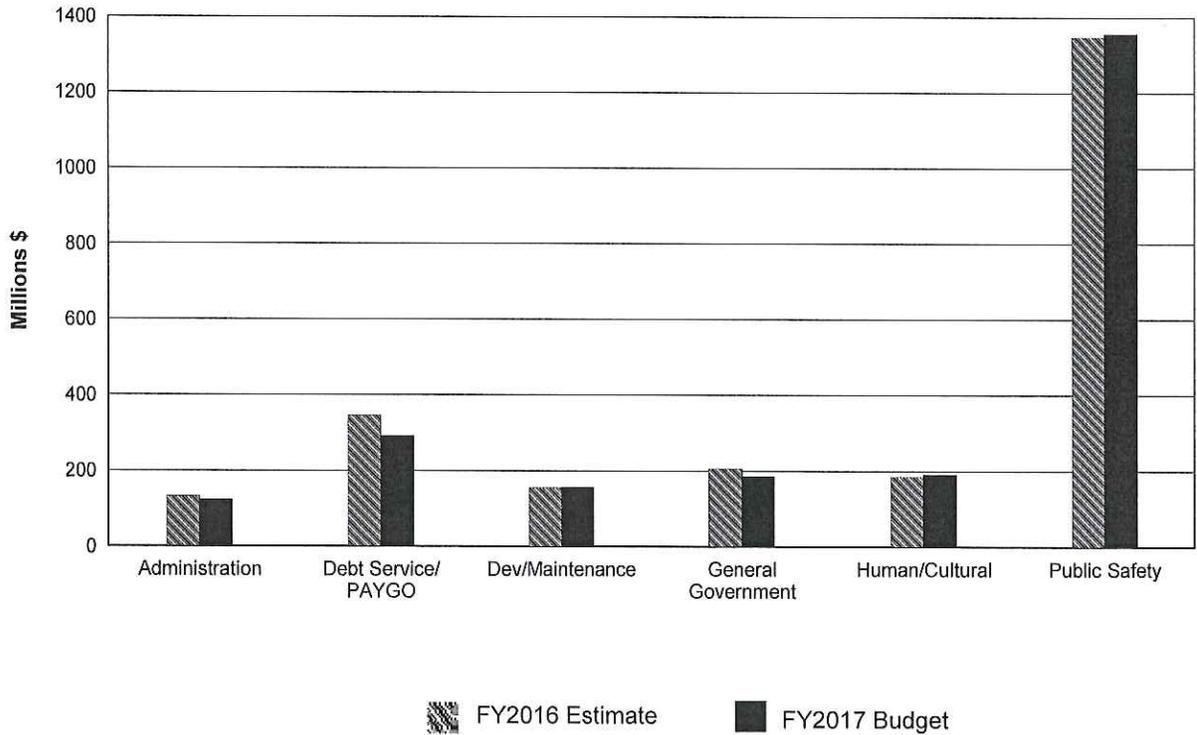
#### OVERVIEW

The largest single category of expenditures and other uses in FY2017 is Public Safety with (58.77%) of the total, followed by Debt Service/ PAYGO (12.71%), Human and Cultural Services (8.32%), General Government (8.06%), Development and Maintenance Services (6.79%), and Administrative Services (5.35%).

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 FY2016 Estimate and FY2017 Budget by functional category. Please refer to the tables at the end of this section for comparisons among departments.

### General Fund Expenditures/Other Uses FY2016 Estimate vs. FY2017 Budget



The FY2017 budget for General Fund expenditures/other uses of \$2,307 million is \$66 million lower than the FY2016 estimate of \$2,373 million.

The following section provides highlights of FY2017 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 FY2017 budget provides for: (1) five new cadet classes that include two non-certified and three certified classes (2) two new paramedic training classes and (3) the continuation of Fire Ground Survival Training.
- The Houston Emergency Center 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 FY2017 budget has five divisions Administrative Services, Court Operations, Public Services, Information Technology, and Judicial Operations that work collectively to provide court services to the public. Municipal Court 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.
- The Police Department's FY2017 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 five 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 and 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 and stability (4) and providing reliable data, mapping and analysis to decision-makers.
- The Public Works and Engineering Department's FY2017 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 in a timely matter. 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 FY2017, 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 Houston Health Department and Human Services, Housing and Community Development, Library, Parks and Recreation, and the Department of Neighborhoods.

- The Houston Health Department works with the community to promote and protect the health and social well-being of Houstonians. The FY2017 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. FY2017 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 FY2017 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 Houston Parks and Recreation Department's FY2017 budget will allow the department to continue to enhance urban life by providing safe, well-maintained parks and offering affordable programs for the community; as well as offering quality neighborhood parks for the citizens to enjoy. 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 the City has to offer.
- The Department of Neighborhoods' FY2017 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 examining vehicle-for-hire licensing requirements, administering the City's 3-1-1 information line, expanding animal wellness programs, providing 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 FY2017 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 the Mayor's Office, City Council, City departments and citizens. Finance promotes engaging staff and providing them with resources needed to get the job done. The continued improvement of the financial process of execution internally and citywide remains a high goal of the department in FY2017.
- 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 FY2017 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 FY2017 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 is charged with creating a competitive and diverse business environment in the City of Houston by promoting the growth and success of local small businesses. The FY2017 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 Office of Business Opportunity Solutions Center.

#### General Government

General Government includes citywide costs that are not attributable to any single department. The FY2017 budget includes limited purpose annexation payments which are offset by revenues, claims and judgments payments, legal services for the upcoming legislative session, health insurance for retired civilians and citywide membership fees.



## PUBLIC SAFETY DEPARTMENTS

Fire .....	III - 2
Houston Emergency Center.....	III - 8
Municipal Courts.....	III - 10
Police.....	III - 16

# FIRE DEPARTMENT

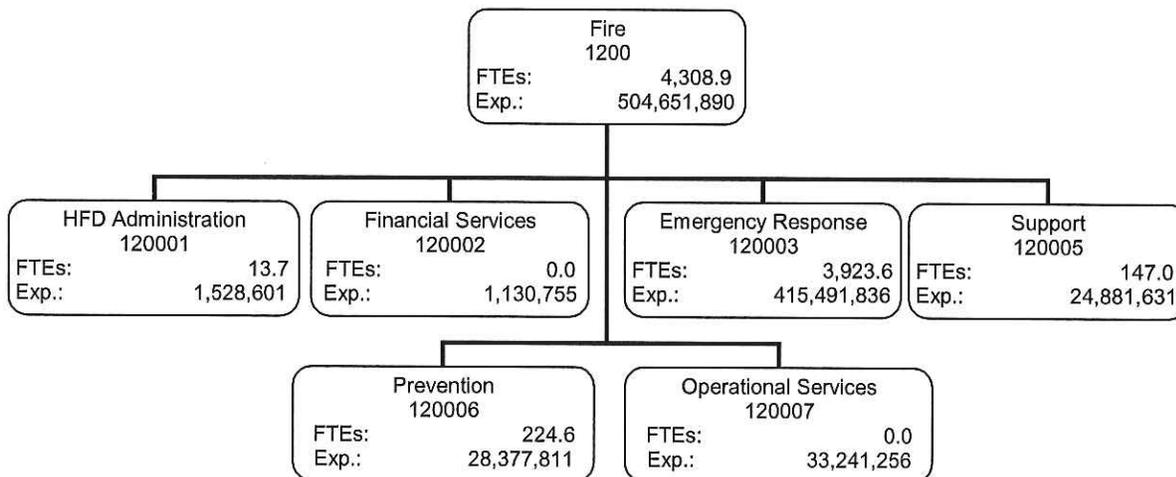
## Department Description and Mission

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



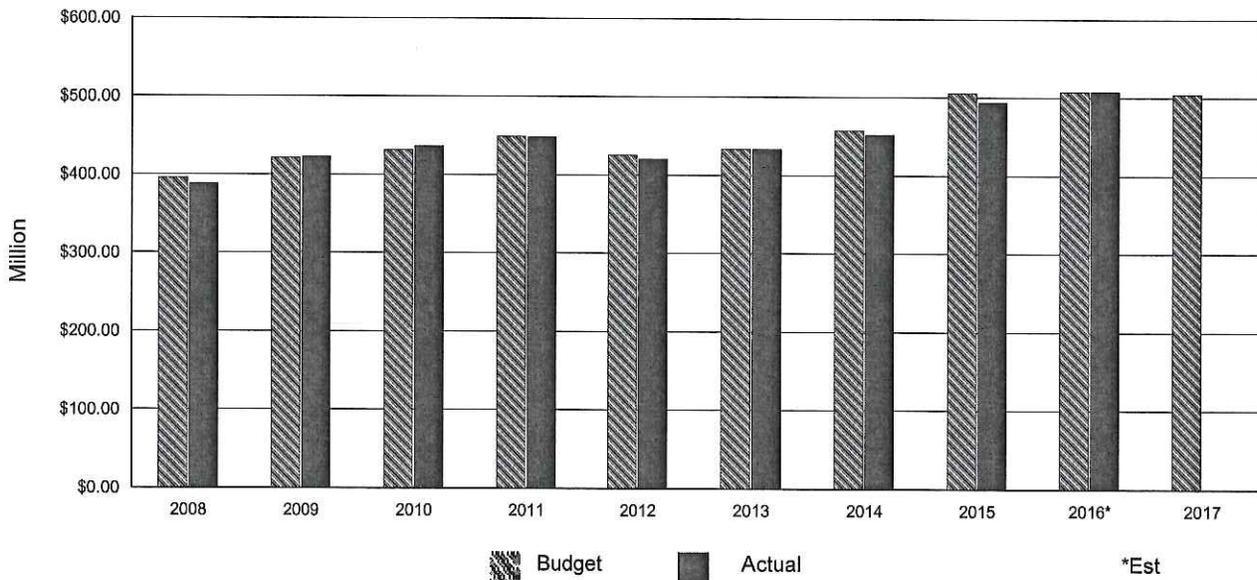
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	453,554,232	458,960,534	458,861,532	457,052,572
	Supplies	10,359,920	11,306,142	11,372,201	11,513,264
	Other Services and Charges	30,214,773	37,623,907	37,533,603	36,086,054
	Equipment	6,559	0	0	0
	Non-Capital Equipment	4,694	0	0	0
	Total M & O Expenditures	<u>494,140,178</u>	<u>507,890,583</u>	<u>507,767,336</u>	<u>504,651,890</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>494,140,178</u>	<u>507,890,583</u>	<u>507,767,336</u>	<u>504,651,890</u>
Revenues		78,473,456	71,704,906	108,727,592	104,672,793
Staffing	Full-Time Equivalents - Civilian	106.5	113.7	111.0	113.9
	Full-Time Equivalents - Classified	3,871.0	3,996.9	4,005.4	4,069.8
	Full-Time Equivalents - Cadets	<u>155.1</u>	<u>132.0</u>	<u>118.0</u>	<u>125.2</u>
	Total	4,132.6	4,242.6	4,234.4	4,308.9
	Full-Time Equivalents - Overtime	288.7	255.0	249.4	166.7
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$8,295,784 for departmental savings initiatives.</li> <li>o Five new cadet classes and the annualized cost of prior year classes.</li> <li>o One grant funded class of 42 firefighters will be available in FY2017.</li> <li>o Two new paramedic training classes for approximately 70 future paramedics.</li> <li>o The continuation of Fire Ground Survival Training.</li> </ul>				

**Fire Department  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Fire Department</b> <b>Fund No. /Bus. Area No. : 1000 / 1200</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
All Units EMS Call Type Response Time	9.17	8.77	8.56	8.98
All Units Fire Call Type Response Time	9.40	9.65	10.22	9.73
All Units Total HFD Response Time	9.20	8.92	10.13	8.95
Cadets In Training	131	310	126	260
Classified Attrition	146	140	147	140
Classified Headcount	3,917	4,087	4,086	4,206
First Unit EMS Call Type Response Time (minutes)	7.25	7.10	7.41	7.31
First Unit Fire Call Type Response Time (minutes)	7.28	7.35	7.33	7.33
First Unit Total HFD Response Time (minutes)	7.26	7.13	7.41	7.31
School Inspections	3,660	3,338	3,910	4,010
Total EMS Incidents	285,279	250,725	276,441	279,205
Total EMS Responses	352,178	316,220	342,131	345,552
Total Fire Incidents	42,141	45,436	41,794	41,915
Total Fire Responses	23,442	254,228	280,585	285,000
Total HFD Responses	54,109	570,448	641,498	645,000
Expenditures Adopted Budget vs Actual Utilization	98%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	113%	100%	152%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>HFD Administration</b>	<b>120001</b>						
Provides administration and direction for all aspects of the Houston Fire Department.		9.2	1,087,086	12.2	1,329,788	13.7	1,528,601
<b>Financial Services</b>	<b>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.		0.0	1,065,250	0.0	1,230,755	0.0	1,130,755
<b>Emergency Response</b>	<b>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, prepares new recruits to be entry-level fire fighters, and manages department resources.		3,760.6	412,226,726	3,854.5	415,534,065	3,923.6	415,491,836
<b>Support</b>	<b>120005</b>						
Provides support and services to the members of the Houston Fire Department including Risk Management, IT and HR. Serves as a liason to Classified Testing and department staff psychologists. HFD's Office of Emergency Communication (Dispatch) is also located in this command.		135.8	22,351,379	138.4	24,098,393	147.0	24,881,631
<b>Prevention</b>	<b>120006</b>						
The Command will organize, support and coordinate the activities of Life Safety Bureau, Fire Investigation, Strategic Planning, Accreditation, Staff Services, Alternative Dispute Resolution, Grant Management, Legal, and City Council Liaison.		227.0	29,441,955	229.3	30,731,069	224.6	28,377,811
<b>Operational Services</b>	<b>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	27,967,782	0.0	34,843,266	0.0	33,241,256

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name</b>		<b>: General Fund</b>					
<b>Business Area</b>		<b>: Fire Department</b>					
<b>Fund No. /Bus Area No.</b>		<b>: 1000 / 1200</b>					
<b>Division</b>	<b>Name</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
120001	HFD Administration						
	Civilian	6.2		5.4		5.8	
	Classified	3.0		6.8		7.9	
	Cadets	0.0		0.0		0.0	
	<b>Total</b>	<u>9.2</u>	<u>1,087,086</u>	<u>12.2</u>	<u>1,329,788</u>	<u>13.7</u>	<u>1,528,601</u>
120002	Financial Services						
	Civilian	0.0		0.0		0.0	
	Classified	0.0		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	<b>Total</b>	<u>0.0</u>	<u>1,065,250</u>	<u>0.0</u>	<u>1,230,755</u>	<u>0.0</u>	<u>1,130,755</u>
120003	Emergency Response						
	Civilian	31.7		32.8		33.3	
	Classified	3,573.8		3,703.7		3,765.1	
	Cadets	155.1		118.0		125.2	
	<b>Total</b>	<u>3,760.6</u>	<u>412,226,726</u>	<u>3,854.5</u>	<u>415,534,065</u>	<u>3,923.6</u>	<u>415,491,836</u>
120005	Support						
	Civilian	38.6		41.6		44.0	
	Classified	97.2		96.8		103.0	
	Cadets	0.0		0.0		0.0	
	<b>Total</b>	<u>135.8</u>	<u>22,351,379</u>	<u>138.4</u>	<u>24,098,393</u>	<u>147.0</u>	<u>24,881,631</u>
120006	Prevention						
	Civilian	30.0		31.2		30.8	
	Classified	197.0		198.1		193.8	
	Cadets	0.0		0.0		0.0	
	<b>Total</b>	<u>227.0</u>	<u>29,441,955</u>	<u>229.3</u>	<u>30,731,069</u>	<u>224.6</u>	<u>28,377,811</u>
120007	Operational Services						
	Civilian	0.0		0.0		0.0	
	Classified	0.0		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	<b>Total</b>	<u>0.0</u>	<u>27,967,782</u>	<u>0.0</u>	<u>34,843,266</u>	<u>0.0</u>	<u>33,241,256</u>
<b>Grand Total</b>							
	Civilian	106.5		111.0		113.9	
	Classified	3,871.0		4,005.4		4,069.8	
	Cadets	155.1		118.0		125.2	
	<b>Grand Total</b>	<u><u>4,132.6</u></u>	<u><u>494,140,178</u></u>	<u><u>4,234.4</u></u>	<u><u>507,767,336</u></u>	<u><u>4,308.9</u></u>	<u><u>504,651,890</u></u>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	10,720,540	10,836,000	10,771,000	11,126,150
Intergovernmental	0	0	27,785,704	21,177,390
Charges for Services	45,392,434	38,164,857	45,428,505	47,426,505
Direct Interfund Services	17,848,031	18,814,049	20,202,283	20,360,322
Other Fines and Forfeits	661,362	615,000	615,100	657,426
Miscellaneous/Other	3,851,089	3,275,000	3,925,000	3,925,000
<b>Grand Total Revenues</b>	<b>78,473,456</b>	<b>71,704,906</b>	<b>108,727,592</b>	<b>104,672,793</b>

## **HOUSTON EMERGENCY CENTER**

### **Department Description and Mission**

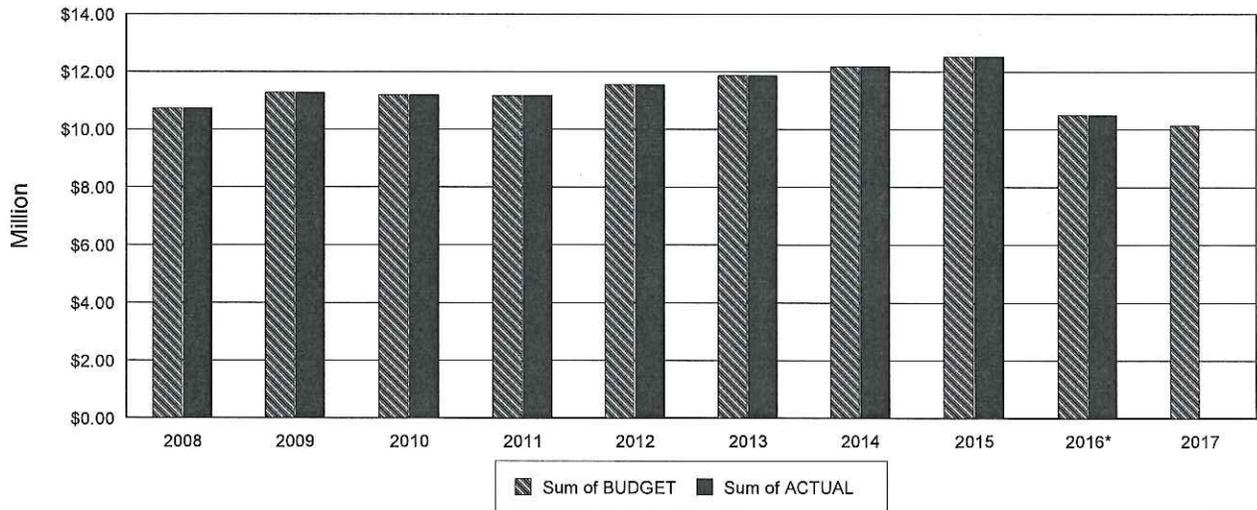
The mission of the Houston Emergency Center (HEC) is to provide the citizens of Houston with the most efficient, accurate and professional service when processing their life-threatening calls. HEC in coordination with the Office of Emergency Management (OEM), protects life and property by operating the 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 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>Houston Emergency Center</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 1500</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Debt Service & Other Uses	12,517,759	10,495,106	10,495,106	<b>10,148,271</b>
	Total Expenditure	<u>12,517,759</u>	<u>10,495,106</u>	<u>10,495,106</u>	<u><b>10,148,271</b></u>
Revenues		0	0	0	<b>0</b>
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u><b>0.0</b></u>
	Full-Time Equivalents - Overtime	0	0	0	<b>0</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$587,018 for department savings initiative.</li> <li>o The only expense in the fund is a transfer to support the General Fund portion of Houston Emergency Center Special Fund (Fund 2205).</li> </ul>				

**Houston Emergency Center  
Current Budget vs Actual Expenditures**



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## 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 five divisions within the MCD: Administrative Services, Court Operations, Public Services, Information Technology, and Judicial Operations that work collectively 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).

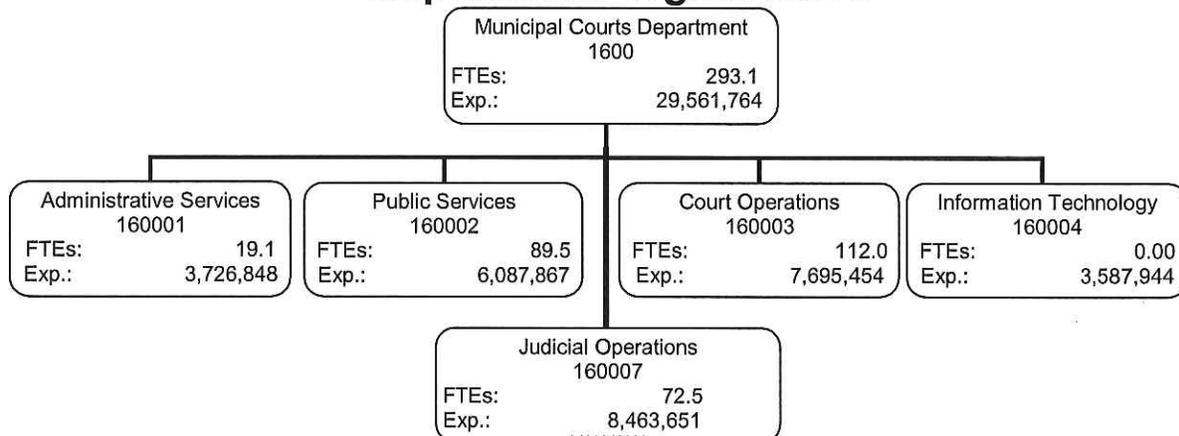
MCD is comprised of twenty-two full-time Judges, including the Presiding Judge, Associate Presiding Judge, and Administrative Judge, forty-six Associate Judges (part-time), and four full-time/seven part-time Adjudication Hearing Officers. MCD is administratively supported by three Deputy Directors, one serving as the Clerk of Court, one serving as Chief Operating Officer, and the third serving as Chief Financial Officer.

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. Fee based initiatives include wedding service, notary service, printing service, and tobacco awareness classes for minors.

Finally, MCD oversees Annex court operations at two additional satellite locations, 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, Monday-Saturday.

MCD partners with the Administrative and Regulatory Affairs Department, handling parking citation and boot hearings Monday-Saturday at the central location. MCD also partners with the Department of Neighborhoods handling the civil adjudication hearing process for Ordinance violations related to dangerous buildings and building code violations.

### Department Organization

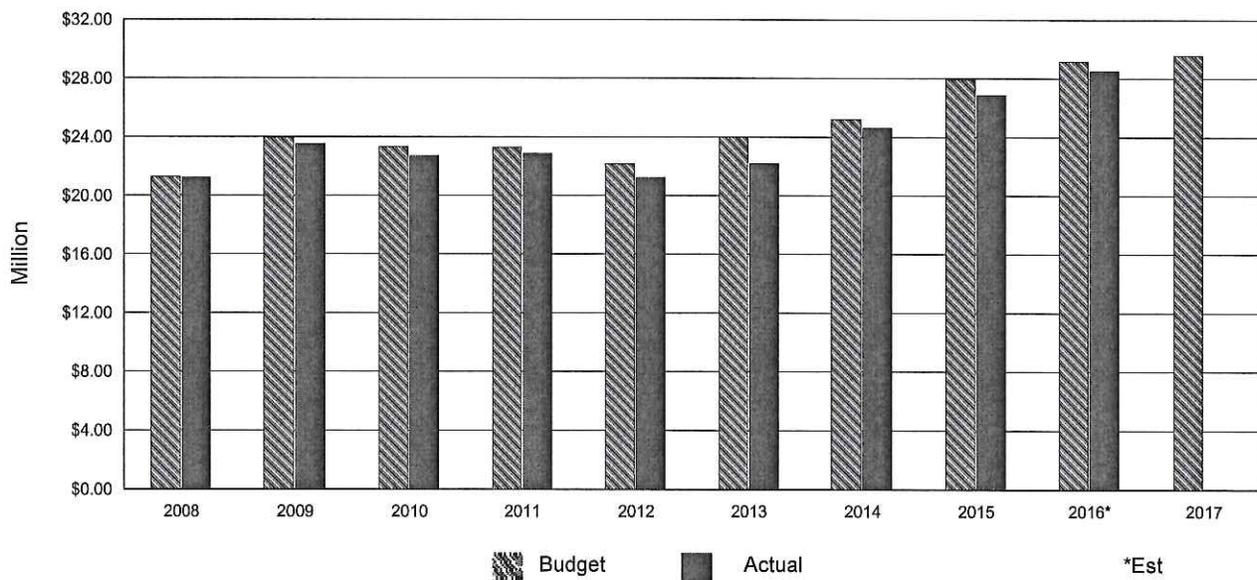


**FISCAL YEAR 2017 BUDGET**

**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>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	22,132,115	22,889,015	22,709,016	24,039,299
	Supplies	192,841	244,998	214,498	204,254
	Other Services and Charges	4,400,251	5,855,658	5,455,299	5,180,746
	Non-Capital Equipment	7,063	26,400	5,000	7,000
	Total M & O Expenditures	26,732,270	29,016,071	28,383,813	29,431,299
	Debt Service & Other Uses	130,465	130,465	130,465	130,465
	Total Expenditure	26,862,735	29,146,536	28,514,278	29,561,764
Revenues		26,021,784	29,264,745	23,418,712	23,806,130
Staffing	Full-Time Equivalents - Civilian	298.5	297.5	288.9	293.1
	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	298.5	297.5	288.9	293.1
	Full-Time Equivalents - Overtime	0.7	0.2	0.1	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$763,068 for department savings initiatives.</li> <li>o Continued funding to maintain and support the Court System Management and Resource Technology (CSMART).</li> <li>o The continuation of fee-based initiatives such as: weddings, alcohol and tobacco classes, notary service, Driving Record printing service, and Deferred Payment Compliance Program.</li> <li>o Continued efforts to offer various alternative methods of case resolution including community service and payment plans.</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Municipal Courts Department</b> <b>Fund No. /Bus. Area No. : 1000 / 1600</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Average Defendant Wait Time: Trial by Judge (minutes)	26	30	26	30
Average Defendant Wait Time: Trial by Jury (hours)	2.03	2.30	1.45	2.00
Average Warrant Verification Time (minutes)	3	8	3	8
Customer Satisfaction Rating	87%	75%	89%	80%
Deferred Payment Program Revenue	N/A	\$600,000	\$670,619	\$720,000
In-House Collection Revenue	\$1.7M	\$1.6M	\$1.3M	\$1.4M
Overall Cases Disposed to Cases Filed Ratio	125%	100%	102.6%	100%
Overall Juror Yield	26%	25%	28%	25%
Quality Control Review of Cases	63%	50%	64%	50%
Quality Control Review of Transactions	498,110	400,000	347,388	350,000
Expenditures Adopted Budget vs Actual Utilization	96%	98%	97%	98%
Revenues Adopted Budget vs Actual Utilization	82%	100%	80%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b>							
<b>Business Area : Municipal Courts Department</b>							
<b>Fund No. /Bus Area No. : 1000 / 1600</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Administrative Services 160001</b> Oversight of facilities, building security, and employee safety. Oversight of budgeting/financial reporting and contracts/compliance. Oversight of the MCD Collections Master Agreement/Letters of Engagement with multiple vendors. Public Information Office provides clearance letters, serves as council, and legislative liaison, disseminates information to the public, social media, and website. Indirect oversight of HITS and HR departments.	18.0	3,162,941	19.0	3,645,843	19.1	3,726,848	
<b>Public Services 160002</b> Oversight of collection of fines/fees and processing of court actions. Preparation of court noticing. Oversight of Deferred Payment Compliance Program and in-house collections through the One Call Solution Center for court orders that are delinquent through the 90th day. Quality control review of transactions. Cashier support of parking adjudication.	89.2	5,305,136	89.6	5,587,036	89.5	6,087,867	
<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, 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.	117.9	7,474,118	109.5	7,275,776	112.0	7,695,454	
<b>IT 160004</b> Oversight of Houston Information Technology Services related costs, equipment maintenance costs, and system maintenance costs for CSMART, and limited licensing costs for legacy Courtview case management system.	0.0	2,925,231	0.0	3,834,134	0.0	3,587,944	
<b>Judicial Operations 160007</b> Judicial oversight of court and jail dockets (arraignment/trials), parking adjudication, and specialized dockets including Impact, Homeless, Juvenile and Civil Adjudication. Oversight of jury administration and Juvenile Case Manager Program/Teen Court. Provide magistrate services for law enforcement, mandated court services (language, counsel, reporters), and fee-based wedding services.	73.4	7,995,309	70.8	8,171,489	72.5	8,463,651	
<b>Total</b>	<b>298.5</b>	<b>26,862,735</b>	<b>288.9</b>	<b>28,514,278</b>	<b>293.1</b>	<b>29,561,764</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Charges for Services	100,475	115,000	250	250
Direct Interfund Services	0	0	0	386,023
Municipal Courts Fines and Forfeits	25,440,084	28,698,175	22,812,017	22,812,017
Other Fines and Forfeits	3,676	6,570	3,696	3,696
Miscellaneous/Other	477,549	445,000	602,749	604,144
<b>Grand Total Revenues</b>	<b>26,021,784</b>	<b>29,264,745</b>	<b>23,418,712</b>	<b>23,806,130</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 fiscal 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 FY2016 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 prior year.

#### 2. MAINTAIN PUBLIC CONFIDENCE AND SATISFACTION

##### 2.1 Prompt service:

Maintain weighted response time at or below the FY2016 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. Increase the effectiveness of the department's social media engagements by optimizing use of platforms for targeted communication.
- b. Enhance outreach to special needs populations.

**3. INCREASE ACCOUNTABILITY TO THE COMMUNITY**

**3.1 21<sup>st</sup> Century Policing:**

Complete an annual assessment of the department's efforts vis-à-vis the Pillars of 21<sup>st</sup> Century Policing.

**3.2 Process improvement:**

Maintain current International Organization for Standardization (ISO) 9001 certifications and complete certifications for Auto Dealers and Recruiting.

**3.3 Fiscal stewardship:**

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

**3.4 Professional standards:**

Increase the availability of information both internally and externally regarding the conduct of officers and department initiatives to build more legitimacy and public trust.

**3.5 Professional standards:**

Procure and deploy 2,300 body-worn cameras.

**4. MAINTAIN OR INCREASE PRODUCTIVITY**

**4.1 Sufficient capacity:**

Increase classified staffing versus FY2016 average.

**4.2 Sufficient capacity:**

Improve the quality of the customer experience through the use of alternatives to dispatched calls.

**4.3 Officer Safety:**

Establish baseline for 2-officer response rate for all calls designated by policy for 2-officer response.

**4.4 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 work hours lost due to workplace injuries below FY2016 levels.

**4.6 Complete Phase II of RMS implementation:**

Complete all Phase II modifications.

**5. INCREASE PROFESSIONALISM**

**5.1 Training updates:**

Increase the use of Scenario-Based Training (SBT).

**5.2 Training:**

Deliver training that reinforces department's values of Honor, Integrity and Respect.

**5.3 Training:**

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 of a plan or to-do list for this year and the subsequent years, but the priorities were not intended to be objectives, with a specific target and timeline. Certainly there will be indicators of success that can be quantified and presented to the Command and Administration at appropriate intervals.

### 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 Sustain the department's reputation as an engaged and cooperative law enforcement partner, using modern tools and technology for information-sharing with local, state and federal partners.
- 1.3 Conduct initiatives to reduce traffic injuries and deaths.
- 1.4 Perform priority 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-escalate 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 performance and evaluation process that increases credibility with internal and external customers.
- 3.3 Equip all officers in uniformed assignments with body-worn cameras by the end of FY2018.

### 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.

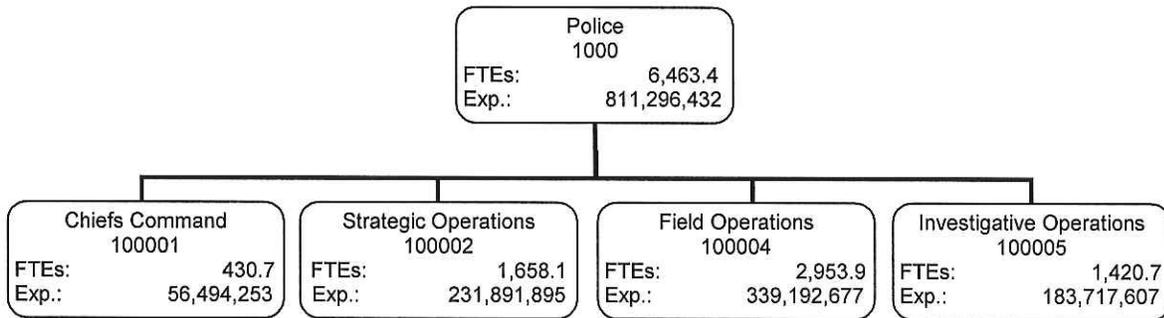
- 4.1 Continue to effectively and efficiently use resources allocated or acquired by the department.
- 4.2 Acquire technology to improve efficiency and serve as a force multiplier as financial resources allow.
- 4.3 Utilize department personnel more effectively by merging the municipal jail with Harris County Sheriff's Office and utilizing diversion programs in the interim.
- 4.4 Continue reengineering processes such as the ISO certification, Process Improvement, Lean Six Sigma and civilianization to increase efficiencies and to utilize personnel more effectively as funding allows.

**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 supervisors and managers through nationally recognized 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 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	693,254,867	756,063,189	752,780,311	765,413,959
	Supplies	13,465,970	14,114,569	15,538,882	14,181,184
	Other Services and Charges	34,237,798	30,951,205	32,067,062	31,401,289
	Equipment	68,874	514,795	444,588	0
	Non-Capital Equipment	224,472	302,000	114,915	300,000
	Total M & O Expenditures	741,251,981	801,945,758	800,945,758	811,296,432
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	741,251,981	801,945,758	800,945,758	811,296,432

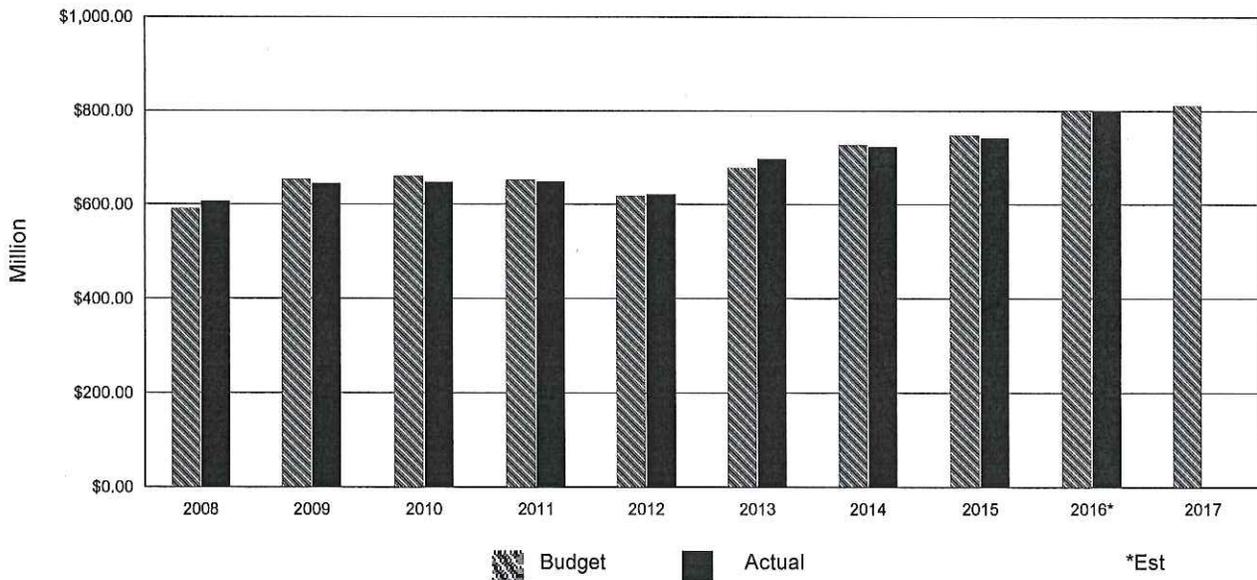
Revenues	32,052,514	32,413,440	33,439,194	33,475,245
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Staffing	Full-Time Equivalents - Civilian	1,102.3	1,164.1	1,106.2	1,101.6
	Full-Time Equivalents - Classified	5,100.4	5,181.3	5,082.5	5,187.7
	Full-Time Equivalents - Cadets	91.2	136.4	133.7	174.1
	Total	6,293.9	6,481.8	6,322.4	6,463.4
	Full-Time Equivalents - Overtime	147.1	133.4	154.9	128.3

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Budget includes Meet & Confer mandated salary increases and other increases in classified cost.
- o The FY2017 Budget includes a reduction of \$5,800,000 for department savings initiatives.
- o The FY2017 Budget includes funding for five cadet classes and the annualized cost of prior year classes.
- o The FY2017 Budget includes funding for expenditure increases for classified pension contributions: \$14.3M supplemental contribution based on Meet & Confer Agreement as funded ratio fell below 80%, \$10M annual contribution per Houston Police Officers Pension System (HPOPS) agreement, and \$12.5M deferral in lieu of interest in the 1200 Travis Building owned by the City.

**Police Department  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Police Department</b> <b>Fund No. /Bus. Area No. : 1000 / 1000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Classified Attrition	226	200	265	250
Classified Overtime FTEs	116.2	103.7	122.3	98.8
Priority 1 Average Response Time (minutes)	5.0	4 to 6	5.0	4 to 6
Priority 1 Calls Responded to within 5 Minutes	60.2%	65.5%	59.4%	65.5%
Priority 2 Average Response Time (minutes)	9.7	8 to 12	9.6	8 to 12
Total Dispatched Calls	1,126,957	1,150,000	1,172,006	1,170,000
Traffic Fatalities	213	209	210	210
UCR Part 1 Clearance Rate	15.1%	17.3%	16.0%	17.3%
UCR Part 1 Crime Rate	6,005	6,118	5,945	5,945
Expenditures Adopted Budget vs Actual Utilization	98%	98%	99%	98%
Revenues Adopted Budget vs Actual Utilization	103%	100%	103%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Police Department</b> <b>Fund No. /Bus Area No. : 1000 / 1000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Chief's Command 100001</b> Provides management and support to other commands such as field operations, investigative operations, and strategic activities. This command consists of groups such as the Chief's Office, Budget and Finance, Public Affairs, Internal Affairs, Inspections, Legal Services, Crime Analysis, Planning, and Command Center.	427.5	53,316,880	432.2	58,143,899	430.7	56,494,253	
<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.	1,573.7	211,895,065	1,618.7	229,033,968	1,658.1	231,891,895	
<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.	2,867.0	307,660,105	2,852.5	333,000,752	2,953.9	339,192,677	
<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.	1,425.7	168,379,931	1,419.0	180,767,139	1,420.7	183,717,607	

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division	Name	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100001	Chief's Command						
	Civilian	167.1		172.2		170.7	
	Classified	260.4		260.0		260.0	
	Cadets	0.0		0.0		0.0	
	Total	<u>427.5</u>	53,316,880	<u>432.2</u>	58,143,899	<u>430.7</u>	56,494,253
100002	Strategic Operations						
	Civilian	604.5		603.0		601.9	
	Classified	878.0		882.0		882.1	
	Cadets	91.2		133.7		174.1	
	Total	<u>1,573.7</u>	211,895,065	<u>1,618.7</u>	229,033,968	<u>1,658.1</u>	231,891,895
100004	Field Operations						
	Civilian	105.5		106.0		104.5	
	Classified	2,761.5		2,746.5		2,849.4	
	Cadets	0.0		0.0		0.0	
	Total	<u>2,867.0</u>	307,660,105	<u>2,852.5</u>	333,000,752	<u>2,953.9</u>	339,192,677
100005	Investigative Operations						
	Civilian	225.2		225.0		224.5	
	Classified	1,200.5		1,194.0		1,196.2	
	Cadets	0.0		0.0		0.0	
	Total	<u>1,425.7</u>	168,379,931	<u>1,419.0</u>	180,767,139	<u>1,420.7</u>	183,717,607
<b>Grand Total</b>							
	Civilian	1,102.3		1,106.2		1,101.6	
	Classified	5,100.4		5,082.5		5,187.7	
	Cadets	91.2		133.7		174.1	
	<b>Grand Total</b>	<u><u>6,293.9</u></u>	<u><u>741,251,981</u></u>	<u><u>6,322.4</u></u>	<u><u>800,945,758</u></u>	<u><u>6,463.4</u></u>	<u><u>811,296,432</u></u>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Charges for Services	2,176,095	1,260,554	1,286,917	<b>1,317,089</b>
Direct Interfund Services	24,848,163	26,039,447	25,134,427	<b>25,060,627</b>
Indirect Interfund Services	1,042,065	1,099,039	3,128,243	<b>3,329,729</b>
Municipal Courts Fines and Forfeits	6,740	0	0	<b>0</b>
Other Fines and Forfeits	239,722	102,400	195,800	<b>95,800</b>
Miscellaneous/Other	2,195,804	2,362,000	2,093,807	<b>2,072,000</b>
Other Resources	1,543,925	1,550,000	1,600,000	<b>1,600,000</b>
<b>Grand Total Revenues</b>	<b><u>32,052,514</u></b>	<b><u>32,413,440</u></b>	<b><u>33,439,194</u></b>	<b><u>33,475,245</u></b>





## DEVELOPMENT AND MAINTENANCE SERVICES DEPARTMENTS

General Services .....	IV - 2
Planning and Development .....	IV - 8
Public Works and Engineering .....	IV - 14
Solid Waste Management .....	IV - 20

# 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.

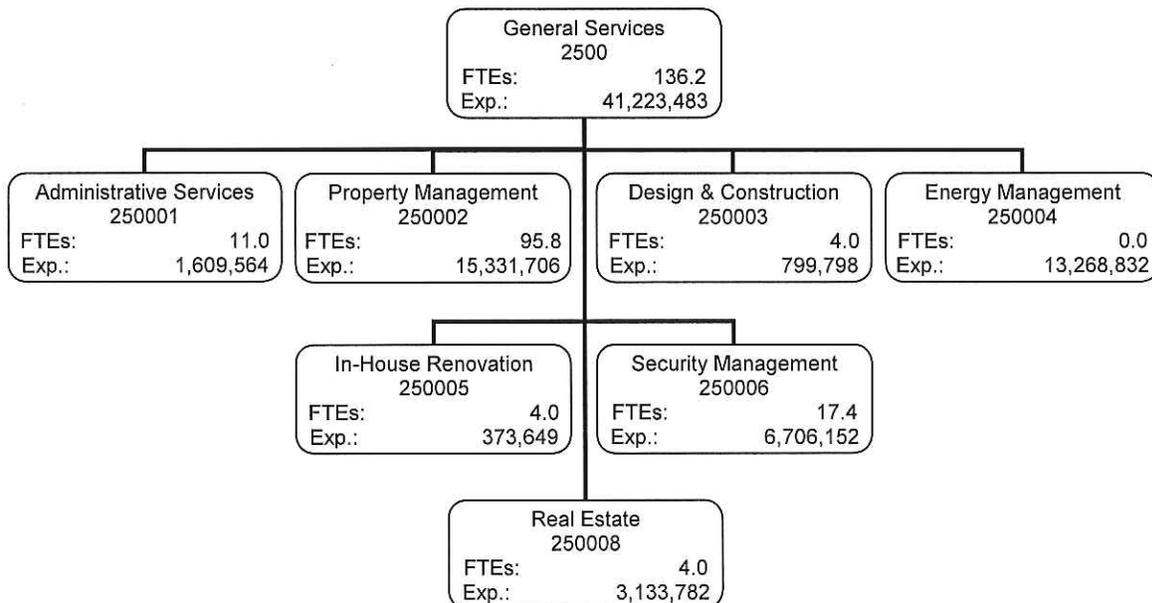
### Short Term Goals

- Restructure GSD to align employee responsibilities and enhance customer responsiveness.
- Establish mentor-protégé program to provide more opportunities for small businesses.
- Develop Citywide Office Space Master Plan.
- Continue to address Facility Condition Assessments (FCA) Priority 1 & 2 building deficiencies.
- Facilitate development of a citywide portfolio master plan.
- Improve security guard contractor accountability and performance.
- Continue to evaluate building security, access control, intrusion systems and CCTV security capabilities.
- Implement power demand response system for load shedding during peak demand periods.
- Work with the Mayor's Office of Education and Houston Community College to develop an apprenticeship program for crafts and trades staff to enhance employee skills and attract qualified candidates.

### 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.
- 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 and continue to replace all inoperable security equipment.

## Department Organization



**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	10,618,868	10,757,670	10,634,680	<b>11,147,589</b>
	Supplies	1,150,269	835,539	1,057,530	<b>882,728</b>
	Other Services and Charges	26,269,470	26,641,584	26,386,209	<b>26,049,945</b>
	Equipment	79,601	0	0	<b>0</b>
	Non-Capital Equipment	64,425	5,500	1,000	<b>1,000</b>
	Total M & O Expenditures	<u>38,182,633</u>	<u>38,240,293</u>	<u>38,079,419</u>	<b>38,081,262</b>
	Debt Service & Other Uses	<u>3,634,765</u>	<u>3,142,221</u>	<u>3,142,221</u>	<b>3,142,221</b>
Total Expenditure	<b>41,817,398</b>	<b>41,382,514</b>	<b>41,221,640</b>	<b>41,223,483</b>	

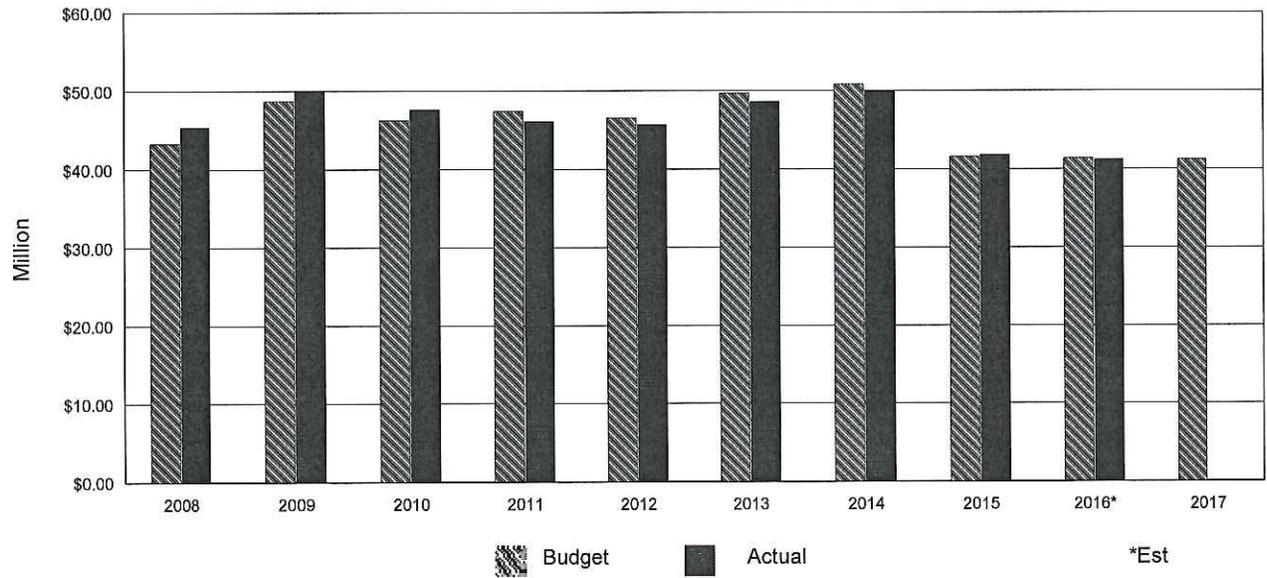
Revenues	6,917,660	5,650,290	4,635,921	<b>4,503,058</b>
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Staffing	Full-Time Equivalents - Civilian	136.9	137.6	132.4	<b>136.2</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<b>0.0</b>
	Total	136.9	137.6	132.4	<b>136.2</b>
	Full-Time Equivalents - Overtime	3.8	3.5	4.2	<b>3.5</b>

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Budget includes a reduction of \$419,287 for department savings initiatives.
- o Includes funding for the lease at 7125 Ardmore Street being transferred from Department of Neighborhoods.
- o Includes funding to support Operations and Maintenance costs for new facilities.
- o Includes funding for project management software.

**General Services  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : General Services</b> <b>Fund No. /Bus. Area No. : 1000 / 2500</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Building Operations Work Orders Completed	4,106	2,000	4,415	5,000
Card Access Changes Processed	39,502	45,000	49,847	47,000
City Identification Badges Processed	10,933	9,800	10,439	10,650
Environmental Projects Completed	281	200	180	200
Special Events Requiring Security Staffing	91	85	95	80
Expenditures Adopted Budget vs Actual Utilization	102%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	127%	100%	82%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>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.	11.3	1,602,611	10.5	1,735,598	11.0	1,609,564	
<b>GSD - Property Management 250002</b> Provides day - to - day operational services to Police, Fire, Health, Library, Administrative & Regulatory Affairs, Municipal Courts, Public Works and Houston TranStar properties, which include, but are not limited to: janitorial, land and ground maintenance, pest control, alarm monitoring, and security of jail.	92.3	14,636,682	93.5	15,150,166	95.8	15,331,706	
<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.	3.9	866,876	3.9	698,784	4.0	799,798	
<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 administrated by the Houston Information Technology Services.	0.0	15,647,732	0.0	14,109,382	0.0	13,268,832	
<b>GSD - In-House Renovation 250005</b> Provides administrative support for staff responsible for the renovation and reconstruction of fire stations, police substations, and other city facilities by providing labor and expertise necessary to address maintenance deficiencies and emergency repairs. The budget for the operations can be found in Fund 1003.	3.7	398,088	3.6	290,800	4.0	373,649	

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>GSD - Security Management</b>	<b>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 processes over 45,000 access requests annually.		15.9	5,997,539	15.9	6,342,740	17.4	6,706,152
<b>GSD - Real Estate</b>	<b>250008</b>						
Manage the acquisition, disposition and leasing of the City's real estate assets.		5.3	2,643,560	5.0	2,894,170	4.0	3,133,782
<b>GSD - Maintenance Renewal &amp; Replacement</b>	<b>250010</b>						
This division is reported in Maintenance Renewal and Replacement Fund (Fund 2105).		4.5	24,310	0.0	0	0.0	0
<b>Total</b>		<b>136.9</b>	<b>41,817,398</b>	<b>132.4</b>	<b>41,221,640</b>	<b>136.2</b>	<b>41,223,483</b>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Charges for Services	1,005,304	1,119,629	1,058,410	<b>954,116</b>
Direct Interfund Services	2,579,012	2,862,556	2,862,556	<b>2,882,481</b>
Other Fines and Forfeits	300,000	301,644	300,959	<b>300,000</b>
Miscellaneous/Other	13,224	0	46,535	<b>0</b>
Other Resources	3,020,120	1,366,461	367,461	<b>366,461</b>
<b>Grand Total Revenues</b>	<b><u>6,917,660</u></b>	<b><u>5,650,290</u></b>	<b><u>4,635,921</u></b>	<b><u>4,503,058</u></b>

# PLANNING AND DEVELOPMENT

## Department Description and Mission

**Mission:**

The Department of Planning and Development provides leadership to ensure Houston is a vibrant city in which to live, learn, work and play by:

- o Developing plans to meet future citywide needs.
- o Enhancing and protecting neighborhood character and stability.
- o Providing reliable data, mapping and analysis to decision-makers.

**Department Short Term Goals:**

- o Council adoption of Houston Bike Plan and annual updates.
- o Conduct sub-area transportation plan studies throughout the City that supports the Houston Complete Streets and Transportation Plan.
- o Improve customer service and streamline processes.
- o Pursue Grant Funding opportunities to supplement department activities.

**Department Long Term Goals:**

- o Implement and maintain Plan Houston.
- o Implement and maintain the Houston Bicycle Plan.
- o Conduct small area planning and sub-regional mobility studies to support Plan Houston.

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

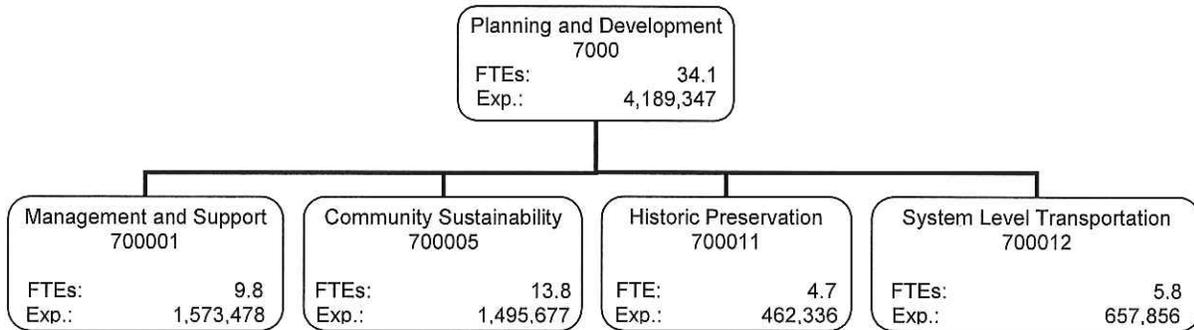
The Management and Support Services Division supports the core functions of the department by providing internal administrative, financial, and managerial resources.

The Community Sustainability Division actively maintains Houston's boundaries and works with residents to preserve neighborhood development character with a variety of programs.

The City Historic Preservation Division maintains Houston's architectural history through conservation initiatives.

The System Level Transportation Division supports long-term growth and development by fostering and maintaining transportation plans, programs and coordinating with multi-modal transportation agencies.

## Department Organization



**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	6,587,881	5,421,001	5,421,001	3,849,470
	Supplies	51,670	36,834	36,834	10,828
	Other Services and Charges	1,068,439	660,454	660,454	329,049
	Total M & O Expenditures	7,707,990	6,118,289	6,118,289	4,189,347
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	7,707,990	6,118,289	6,118,289	4,189,347

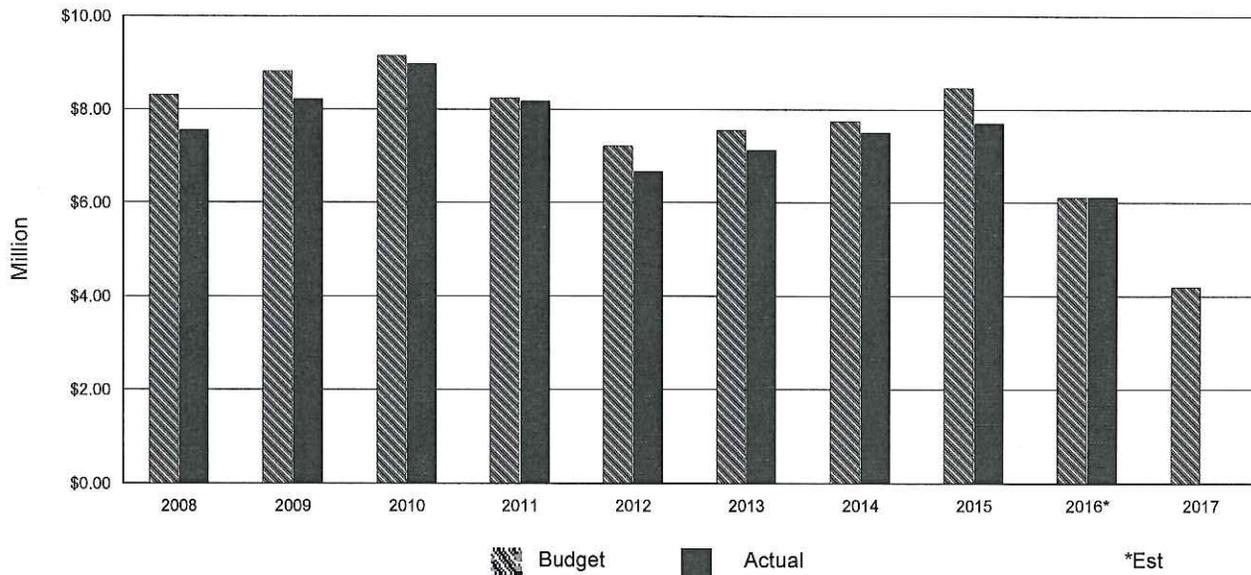
Revenues		7,294,952	5,267,821	3,103,519	1,304,689
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Staffing	Full-Time Equivalents - Civilian	71.8	37.0	37.0	34.1
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	71.8	37.0	37.0	34.1
	Full-Time Equivalents - Overtime	0.0	8.0	8.0	0.0

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Budget includes a reduction of \$191,671 for department savings initiatives.
- o In December 2015, Planning and Development Special Revenue Fund (2308) was created by Ordinance 2015-1319; which includes transfer of personnel, supplies and services, as well as revenue redirection from the General Fund.
- o Implement and maintain the Houston Bike Plan.

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Planning &amp; Development</b> <b>Fund No. /Bus. Area No. : 1000 / 7000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Applications Reviewed: Annual Major Thoroughfare and Freeway Plan Amendments	N/A	N/A	134	75
Applications Reviewed: Historic COA, Landmark and Protected Landmark	N/A	504	525	500
Applications Reviewed: Special Lot Size/Building Line and Prohibited Yard Parking	N/A	92	55	40
Lots Protected by Special Minimum Lot Size, Building Line and Prohibited Yard Parking Programs	N/A	N/A	7,000	6,000
Number of Small Area Plans (Mobility Studies, Livable Center Studies, etc.) Coordinated	N/A	N/A	8	5
Expenditures Adopted Budget vs Actual Utilization	91%	98%	72%	98%
Revenues Adopted Budget vs Actual Utilization	135%	100%	59%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : General Fund</b> <b>Business Area : Planning &amp; Development</b> <b>Fund No. /Bus Area No. : 1000 / 7000</b>						
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>PD - Management and Support 700001</b> Supports 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	1,891,303	12.1	1,923,304	9.8	1,573,478
<b>PD - GIS Services Group 700002</b> In FY2017, this division is transferred to other cost centers within the Planning Department's (PD) General Fund, Central Revolving Fund and PD Special Revenue Fund.	9.8	1,292,822	4.5	591,820	0.0	0
<b>PD - Development Services Group 700003</b> In FY2017, this division is transferred to other cost centers within Planning Department's General Fund and PD Special Revenue Fund.	28.6	2,730,358	0.0	1,482,868	0.0	0
<b>PD - Community Sustainability 700005</b> Facilitates the long-term stability of Houston through community sustainability tools. Administers ordinances as required by Chapters 28 (Prohibited Yard Parking) & 42 (Minimum Building Line/Lot Size) of the Code of Ordinances. Creates and monitors boundary changes in the City, ETJ or special districts; compile and provide demographic information and maps; and provide outreach and education opportunities for citizens.	20.3	1,793,507	16.0	1,496,172	13.8	1,495,677
<b>PD - City Historic Preservation Program 700011</b> Maintains Houston's architectural history through preservation initiatives. Administers ordinances as required by Chapter 33 of the Code of Ordinances. Reviews applications for Certificates of Appropriateness, Landmark Designations and Protected Landmark Designations. Provides outreach and education opportunities for citizens about how to preserve architecturally significant structures in Houston.	0.0	0	2.2	307,322	4.7	462,336

**FISCAL YEAR 2017 BUDGET**

Division Summary							
Fund Name : General Fund							
Business Area : Planning & Development							
Fund No. /Bus Area No. : 1000 / 7000							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>PD - System Level Transportation Planning 700012</b> Supports long-term growth and development by developing and maintaining transportation plans, programs, and coordinating with multi-modal transportation agencies.	0.0	0	2.2	316,803	5.8	657,856	
<b>Total</b>	<u>71.8</u>	<u>7,707,990</u>	<u>37.0</u>	<u>6,118,289</u>	<u>34.1</u>	<u>4,189,347</u>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	160,493	77,833	82,974	0
Charges for Services	6,944,077	5,063,888	2,892,854	450
Direct Interfund Services	0	0	0	1,303,139
Other Fines and Forfeits	0	50	0	50
Miscellaneous/Other	190,382	126,050	127,691	1,050
<b>Grand Total Revenues</b>	<b><u>7,294,952</u></b>	<b><u>5,267,821</u></b>	<b><u>3,103,519</u></b>	<b><u>1,304,689</u></b>

# PUBLIC WORKS AND ENGINEERING

## Department Description and Mission

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

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

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.

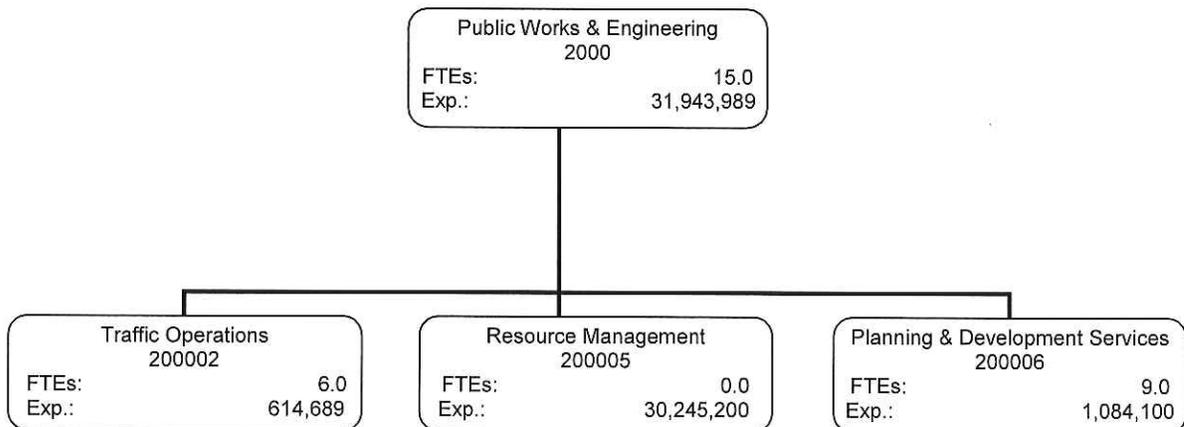
### Department Short Term Goals

- Monitor intersection level of services.
- Reduce traffic "bottle-necks" during high usage periods.
- Continue to improve the Joint Referral Committee (JRC) transaction process to streamline and reduce processing time.
- Continue to facilitate the sale of streets and easements through the Joint Referral Committee.

### Department Long Term Goals

- Apply recommended national guidelines on traffic control practice to minimize congestion and subsequent delays at major arterials and intersections.
- Develop the Joint Referral Committee process to be fully automated from the submission of the JRC application to completion of the transaction.

## Department Organization

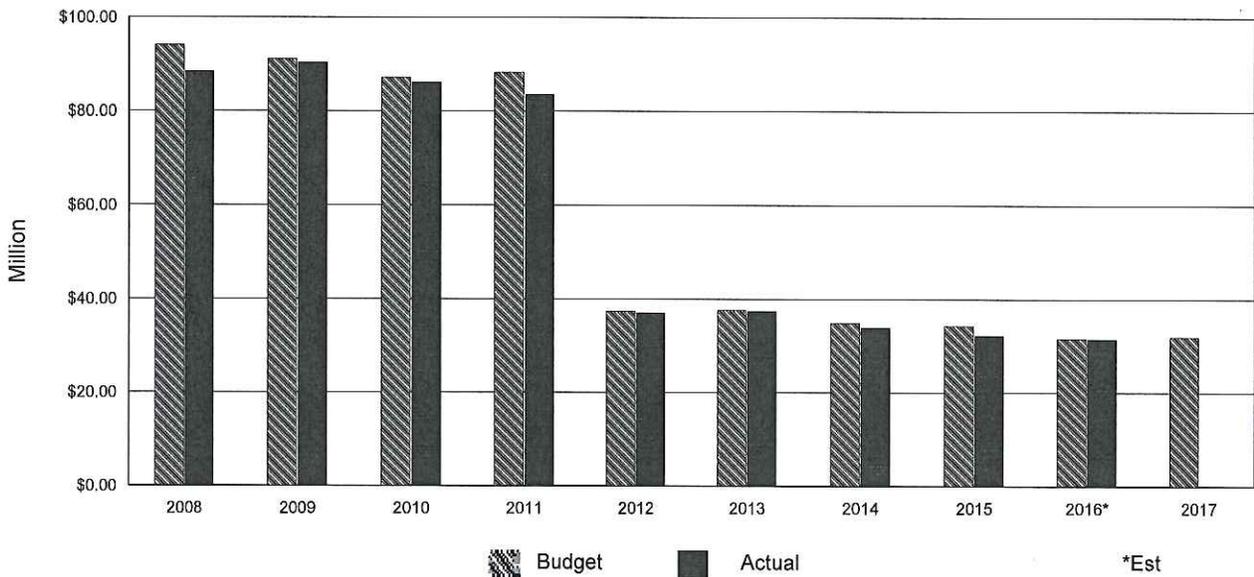


**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>Public Works &amp; Engineering</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 2000</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	1,349,739	1,463,409	1,266,312	<b>1,412,400</b>
	Supplies	(2,426)	37,540	21,650	<b>37,289</b>
	Other Services and Charges	29,388,309	28,603,959	28,645,726	<b>28,969,800</b>
	Total M & O Expenditures	<u>30,735,622</u>	<u>30,104,908</u>	<u>29,933,688</u>	<b><u>30,419,489</u></b>
	Debt Service & Other Uses	1,524,400	1,524,400	1,524,400	<b>1,524,500</b>
	Total Expenditure	<u>32,260,022</u>	<u>31,629,308</u>	<u>31,458,088</u>	<b><u>31,943,989</u></b>
Revenues		5,622,466	5,394,200	6,394,200	<b>2,908,200</b>
Staffing	Full-Time Equivalents - Civilian	14.5	15.0	13.2	<b>15.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>14.5</u>	<u>15.0</u>	<u>13.2</u>	<b><u>15.0</u></b>
	Full-Time Equivalents - Overtime	0.1	0.1	0.1	<b>0.1</b>
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o The FY2017 Budget includes a reduction of \$46,956 for department savings initiatives.				
	o The Planning and Development Division will continue to improve the JRC transaction process to streamline and reduce processing times.				
	o Resource Management Division budget of \$30.2 million includes traffic signal electricity of \$826,600, freeway light electricity of \$1.2 million, streetlight electricity of \$26.7 million, and debt service of \$1.5 million.				
	o Overall Revenue Budget decrease of \$2.5 million is due to an anticipated decrease in Houston real estate development activity resulting in less street and easement sales in FY2017.				

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Public Works &amp; Engineering</b> <b>Fund No. /Bus. Area No. : 1000 / 2000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Mobility Response Team 311 Calls Received	2,435	1,200	1,200	1,200
Mobility Response Team Incident Response	137	500	100	150
Value of Real Estate Actions Recorded for the Joint Referral Committee	\$5.0M	\$4.5M	\$5.5M	\$2.0M
Expenditures Adopted Budget vs Actual Utilization	95%	98%	89%	98%
Revenues Adopted Budget vs Actual Utilization	235%	100%	119%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : General Fund</b>						
<b>Business Area : Public Works &amp; Engineering</b>						
<b>Fund No. /Bus Area No. : 1000 / 2000</b>						
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<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.	6.0	638,414	5.3	553,165	6.0	614,689
<b>Resource Management Division 200005</b> Accounts for electricity, debt service and other costs.	0.0	30,489,095	0.0	29,900,966	0.0	30,245,200
<b>Planning &amp; Development Services Division 200006</b> Manages all matters pertaining to the abandonment, sale and/or exchange of streets, alleys or easements. Manages all matters pertaining to granting of building encroachments into streets and alleys.	8.5	1,132,513	7.9	1,003,957	9.0	1,084,100
<b>Total</b>	<b>14.5</b>	<b>32,260,022</b>	<b>13.2</b>	<b>31,458,088</b>	<b>15.0</b>	<b>31,943,989</b>

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues 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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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	17,070	339,600	339,600	<b>353,600</b>
Miscellaneous/Other	597,015	554,600	554,600	<b>554,600</b>
Other Resources	5,008,381	4,500,000	5,500,000	<b>2,000,000</b>
<b>Grand Total Revenues</b>	<u><u>5,622,466</u></u>	<u><u>5,394,200</u></u>	<u><u>6,394,200</u></u>	<u><u>2,908,200</u></u>



# 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.

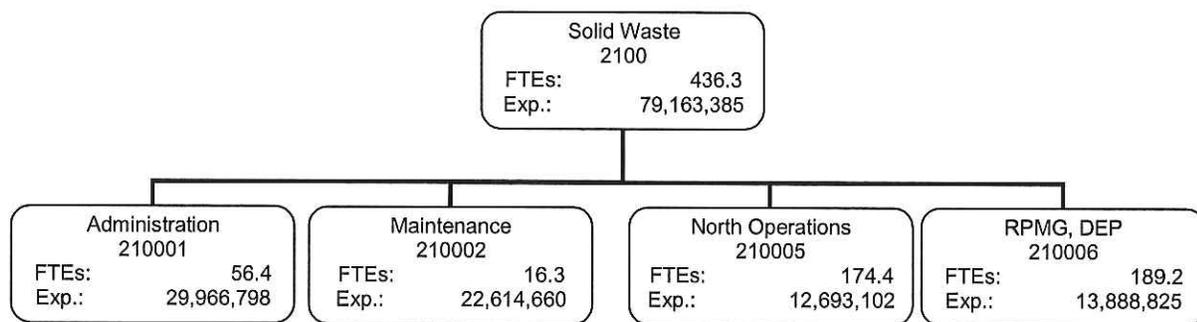
### Short-Term Goals

- Implement updates to chapter 39 in the Code of Ordinances.
- Finalize advanced routing software procurement and implementation.

### 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.

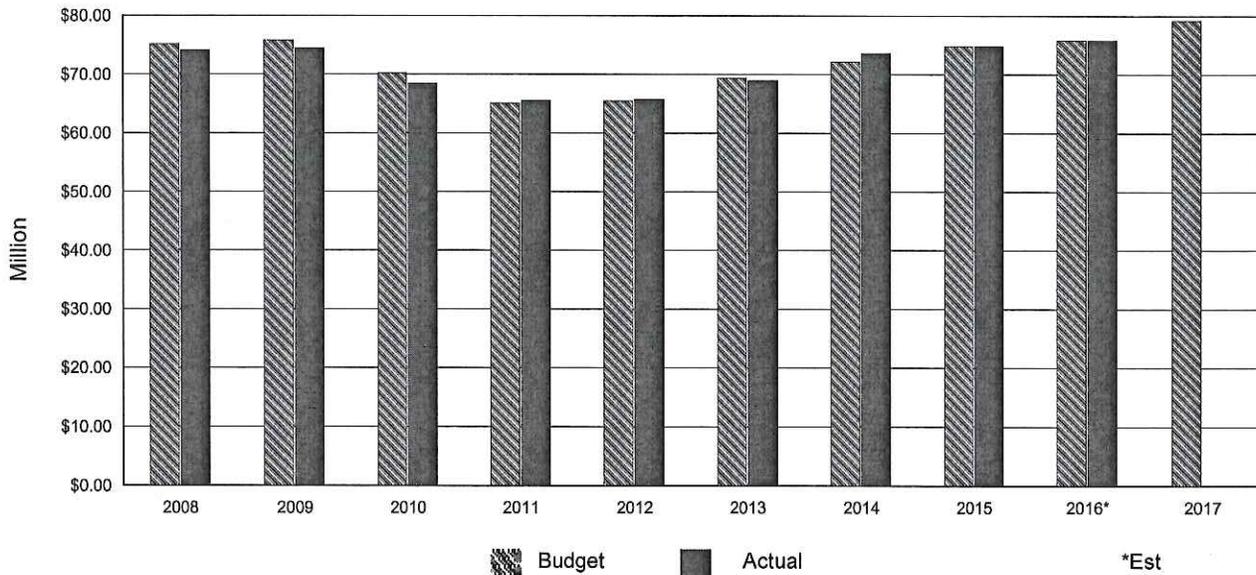
## Department Organization



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Budget 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>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	31,148,814	31,915,747	31,915,747	<b>33,201,648</b>
	Supplies	5,625,192	5,201,739	5,201,739	<b>5,333,052</b>
	Other Services and Charges	34,555,380	35,667,358	35,667,358	<b>38,556,962</b>
	Equipment	(600)	145,269	145,269	<b>0</b>
	Non-Capital Equipment	250,000	1,600	1,600	<b>0</b>
	Total M & O Expenditures	<u>71,578,786</u>	<u>72,931,713</u>	<u>72,931,713</u>	<u><b>77,091,662</b></u>
	Debt Service & Other Uses	3,214,786	2,839,823	2,839,823	<b>2,071,723</b>
Total Expenditure	<u>74,793,572</u>	<u>75,771,536</u>	<u>75,771,536</u>	<u><b>79,163,385</b></u>	
Revenues		5,286,966	5,187,300	5,335,182	<b>5,276,258</b>
Staffing	Full-Time Equivalents - Civilian	437.6	438.6	438.6	<b>436.3</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	<u>437.6</u>	<u>438.6</u>	<u>438.6</u>	<u><b>436.3</b></u>
	Full-Time Equivalents - Overtime	38.3	39.4	39.4	<b>37.9</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$2,293,245 for department savings initiatives.</li> <li>o Finalize the implementation of advanced routing management and tracking system to improve route efficiency and driver/management accountability.</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

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

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Residential Units Serviced	377,610	386,232	386,232	390,094
Tons Collected	628,978	623,166	611.676	674,719
Total Diversion Rate	30%	30%	30%	30%
Expenditures Adopted Budget vs Actual Utilization	101%	98%	99%	98%
Revenues Adopted Budget vs Actual Utilization	108%	100%	103%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Administration</b>	<b>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.		59.7	28,594,441	59.6	29,145,511	56.4	29,966,798
<b>Maintenance</b>	<b>210002</b>						
Maintains the department's physical plants and provide the leadership and administrative resources needed to maintain the same.		15.1	21,452,460	15.6	22,005,748	16.3	22,614,660
<b>SWM - North Operations</b>	<b>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.		170.0	11,881,144	169.5	11,901,469	174.4	12,693,102
<b>SWM - RPMG, DEP</b>	<b>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.		192.8	12,865,527	193.9	12,718,808	189.2	13,888,825
<b>Total</b>		<b>437.6</b>	<b>74,793,572</b>	<b>438.6</b>	<b>75,771,536</b>	<b>436.3</b>	<b>79,163,385</b>

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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

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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	3,102,850	3,031,000	3,099,000	<b>3,091,458</b>
Charges for Services	2,170,586	2,130,000	2,164,000	<b>2,173,000</b>
Other Fines and Forfeits	648	800	600	<b>800</b>
Miscellaneous/Other	12,882	25,500	71,582	<b>11,000</b>
<b>Grand Total Revenues</b>	<b><u>5,286,966</u></b>	<b><u>5,187,300</u></b>	<b><u>5,335,182</u></b>	<b><u>5,276,258</u></b>



## HUMAN AND CULTURAL SERVICES DEPARTMENTS

Housing and Community Development .....	V - 2
Houston Health Department .....	V - 8
Library .....	V - 14
Neighborhoods .....	V - 20
Parks and Recreation .....	V - 26

# 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.

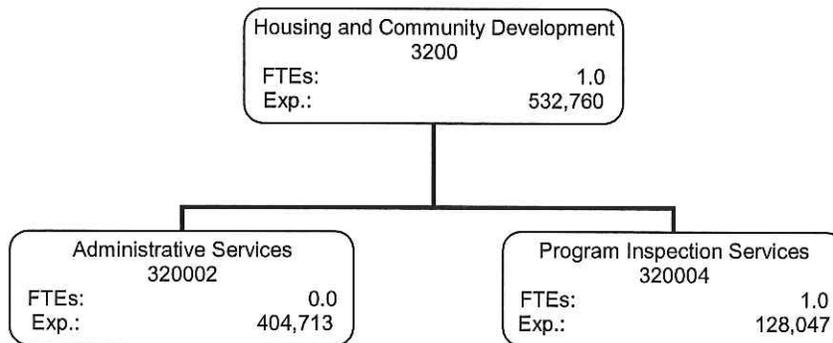
### Department Short Term Goals

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

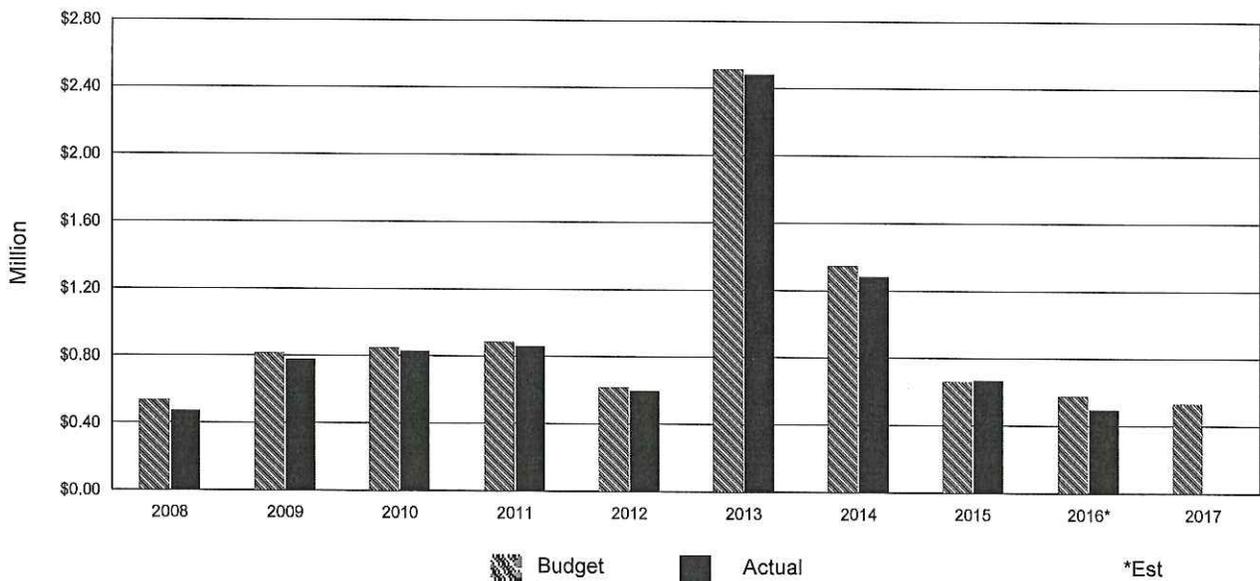


**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>Housing &amp; Community Development</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 3200</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	292,530	183,725	103,895	<b>128,047</b>
	Other Services and Charges	376,399	393,739	393,739	<b>404,713</b>
	Total M & O Expenditures	<u>668,929</u>	<u>577,464</u>	<u>497,634</u>	<u><b>532,760</b></u>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	<u>668,929</u>	<u>577,464</u>	<u>497,634</u>	<u><b>532,760</b></u>
Revenues		(22,041)	0	416	<b>0</b>
Staffing	Full-Time Equivalents - Civilian	1.3	1.0	1.0	<b>1.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u><b>0.0</b></u>
	Total	1.3	1.0	1.0	<b>1.0</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$41,141 for department savings initiatives.</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 FY2017 Budget includes funding to support 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 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Housing &amp; Community Development</b> <b>Fund No. /Bus. Area No. : 1000 / 3200</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Annual CDBG Fund Utilization	40%	45%	45%	50%
Disaster Recovery Implementation Utilization - Multi-Family	41%	100%	79%	41%
Disaster Recovery Implementation Utilization - Single-Family	4%	11%	11%	100%
HOME Fund Utilization	29%	44%	44%	38%
Number of Chronically Homeless Housed	N/A	500	500	720
TIRZ Affordable Housing Fund Utilization	28%	29%	32%	23%
Expenditures Adopted Budget vs Actual Utilization	100%	98%	72%	98%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b>							
<b>Business Area : Housing &amp; Community Development</b>							
<b>Fund No. /Bus Area No. : 1000 / 3200</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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	382,901	0.0	365,021	0.0	404,713	
<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.	1.3	286,028	1.0	132,613	1.0	128,047	
<b>Total</b>	<b>1.3</b>	<b>668,929</b>	<b>1.0</b>	<b>497,634</b>	<b>1.0</b>	<b>532,760</b>	

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Miscellaneous/Other	(22,041)	0	416	0
<b>Grand Total Revenues</b>	<u>(22,041)</u>	<u>0</u>	<u>416</u>	<u>0</u>



# HOUSTON HEALTH DEPARTMENT

## Department Description and Mission

**Mission:** To work in partnership 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 diseases
- 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

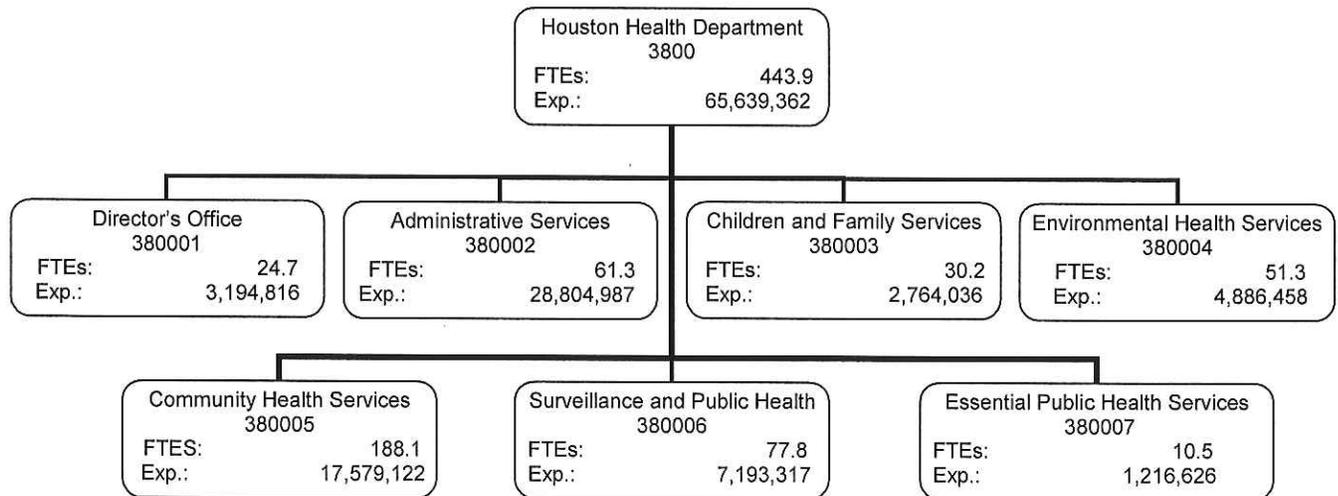
### Department Short Term Goals

- To prevent the spread of communicable diseases
- To assure quality and accessible community-wide health and human services
- To protect against environmental hazards
- To educate, promote and encourage healthy behaviors
- To collect, analyze and disseminate health data
- To improve the public health infrastructure
- To provide leadership, planning and policy development
- To 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



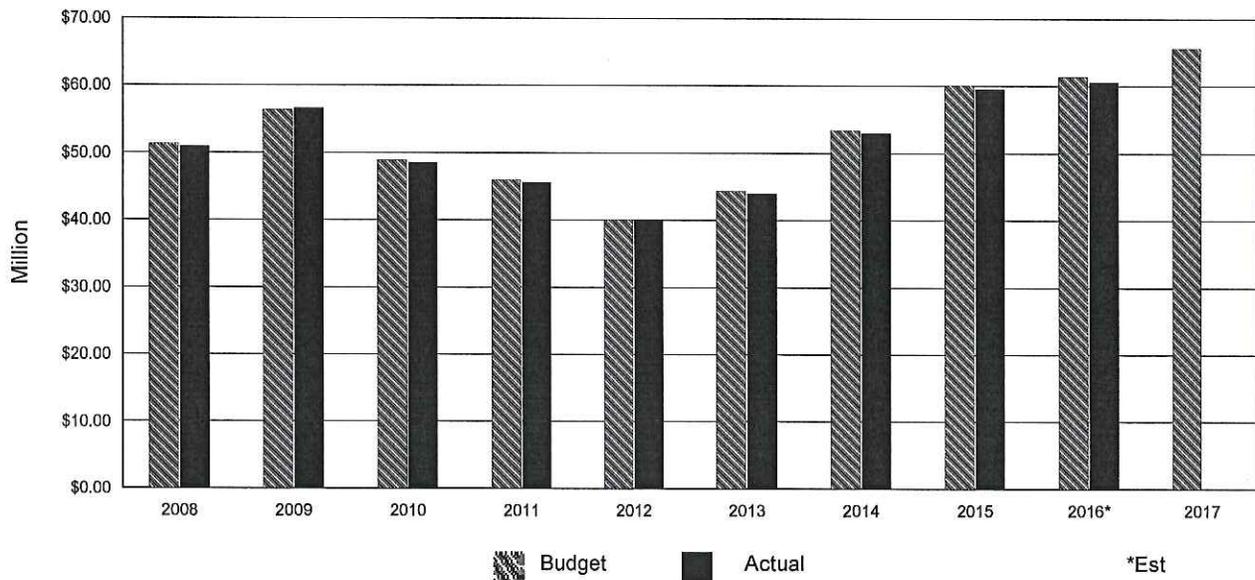
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : Houston Health Department  
 Fund No. /Bus. Area No. : 1000 / 3800

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	37,779,423	38,848,050	38,049,122	39,065,900
	Supplies	1,324,333	1,078,083	1,258,871	1,234,110
	Other Services and Charges	20,235,762	21,317,223	21,138,451	25,334,852
	Equipment	150,388	99,000	99,000	0
	Non-Capital Equipment	59,463	98,749	93,800	4,500
	Total M & O Expenditures	59,549,369	61,441,105	60,639,244	65,639,362
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	59,549,369	61,441,105	60,639,244	65,639,362
Revenues		25,722,694	26,687,100	26,948,656	31,455,876
Staffing	Full-Time Equivalents - Civilian	474.3	470.8	441.3	443.9
	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	474.3	470.8	441.3	443.9
	Full-Time Equivalents - Overtime	8.9	2.4	2.4	2.7
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$1,819,621 for department savings initiatives.</li> <li>o The FY2017 Budget includes a \$3.9 million budget increase in the 1115 Health Waiver due to program milestones that were scheduled to complete in FY2016; however, were delayed in reporting and will carry-forward into FY2017. The \$3.9 million expenditure will be offset by the associated increase in revenue reimbursement from the State.</li> </ul>				

**Houston Health Department  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Houston Health Department</b> <b>Fund No. /Bus. Area No. : 1000 / 3800</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Air Quality Inspections within 24 Hours of Complaint	100%	100%	100%	100%
Air, Water and Waste Investigations	3,144	2,800	2,900	2,800
Clean Rivers Sites Monitored	1,240	1,197	1,200	1,197
Clients with a Medical Home (Healthy Families)	99%	98%	98%	98%
Emergency Preparedness/BT/BW Tests Performed	121,427	110,150	107,890	112,226
Family Planning Clinic Encounters	8,453	11,000	9,436	9,000
Food Establishment Complaints	2,365	2,403	2,635	2,641
Food Facility Inspections	33,943	35,568	36,962	35,568
Food Facility Inspections Completed On Time	100%	100%	100%	100%
Home Delivery and Congregate Meals Served	1,384,861	1,400,000	1,400,000	1,400,000
Jail Health Encounters	113,934	112,000	110,000	110,000
Laboratory Test Performed	309,097	440,716	327,476	376,653
Priority Disease Investigations Initiated within 24 Hours of Receipt	100%	100%	100%	100%
Safety Net Dental Encounters	8,591	9,000	9,000	8,000
STD Clinic Encounters	17,407	15,000	18,900	17,000
Student Vision Program Participants	8,990	10,000	10,489	10,000
Expenditures Adopted Budget vs Actual Utilization	104%	98%	98%	98%
Revenues Adopted Budget vs Actual Utilization	114%	100%	100%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b>							
<b>Business Area : Houston Health Department</b>							
<b>Fund No. /Bus Area No. : 1000 / 3800</b>							
<b>Division Description</b>		<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Director's Office</b>	<b>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.		30.4	3,470,206	24.1	3,022,464	24.7	3,194,816
<b>Administrative Services</b>	<b>380002</b>						
Administrative Services consists of general, special revenue funds and grants budget groups, contracts and procurement, business management, birth and death certificates and facility maintenance.		68.5	23,999,837	59.9	24,817,937	61.3	28,804,987
<b>Children and Family Services</b>	<b>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. The Healthy Families Healthy Futures program educates families and provides assistance to decrease infant mortality.		24.5	2,068,888	31.9	2,579,321	30.2	2,764,036
<b>Environmental Health Services</b>	<b>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).		61.6	5,533,310	55.9	5,285,169	51.3	4,886,458
<b>Community Health Services</b>	<b>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.		197.7	16,855,454	179.8	16,572,366	188.1	17,579,122
<b>Surveillance &amp; Public Health Preparedness</b>	<b>380006</b>						
Surveillance and Public Health Preparedness consists of Epidemiology, Laboratory Services, Jail Health and Public Health Preparedness.		83.2	6,621,002	80.3	7,357,613	77.8	7,193,317

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name</b> :		<b>General Fund</b>					
<b>Business Area</b> :		<b>Houston Health Department</b>					
<b>Fund No. /Bus Area No.</b> :		<b>1000 / 3800</b>					
<b>Division Description</b>		<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Essential Public Health Services</b>	<b>380007</b>						
This division includes Aging, Chronic Disease, and Injury Prevention (ACDIP) that 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.		8.4	1,000,672	9.4	1,004,374	10.5	1,216,626
<b>Total</b>		<b>474.3</b>	<b>59,549,369</b>	<b>441.3</b>	<b>60,639,244</b>	<b>443.9</b>	<b>65,639,362</b>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : General Fund  
**Business Area** : Houston Health Department  
**Fund No./Bus. Area No.** : 1000 / 3800

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	7,816,575	7,876,400	7,899,900	8,120,700
Intergovernmental	13,473,969	14,246,200	13,468,954	18,209,574
Charges for Services	2,292,051	2,502,400	2,561,000	2,805,100
Direct Interfund Services	0	0	217,202	217,202
Indirect Interfund Services	2,137,765	2,050,000	2,050,000	2,100,000
Other Fines and Forfeits	1,513	1,000	1,500	1,500
Miscellaneous/Other	821	11,100	750,100	1,800
<b>Grand Total Revenues</b>	<b><u>25,722,694</u></b>	<b><u>26,687,100</u></b>	<b><u>26,948,656</u></b>	<b><u>31,455,876</u></b>

# LIBRARY

## Department Description and Mission

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

### Short-Term Goals

Execute new and proven strategies to support:

- Educational success: formal and informal, for residents of all ages
- Literacy advancement
- Workforce skill enhancement
- Technology access and instruction
- Attaining citizenship

Provide access to resources, innovation, and technology via virtual sources in library buildings and through community outreach;

Serve as the community's gathering place for civic, cultural and educational enrichment;

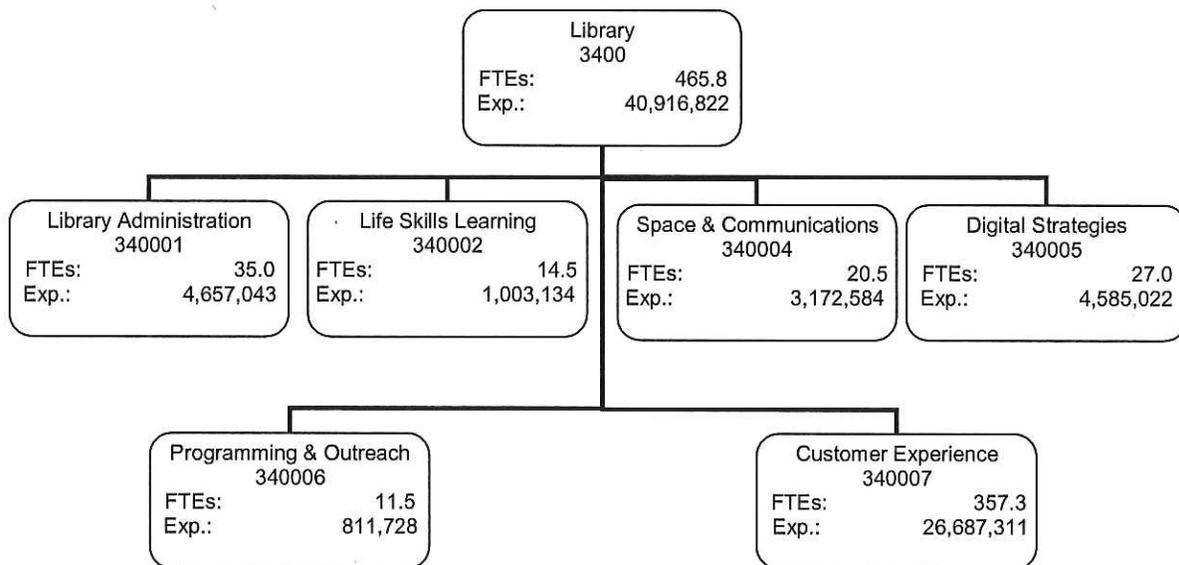
Nurture and develop new and existing strategic partnerships, collaborate with city departments, community organizations and institutions of higher learning; and

Take the library beyond its walls by providing major programs in venues throughout the city.

### Long Term Goals

Provide equitable access to state of the art facilities, technologies, information and educational resources, and significant programs and relevant services to benefit individuals of all ages, cultures and economic status throughout the City of Houston.

## Department Organization



**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	28,183,142	29,391,761	29,324,224	30,689,281
	Supplies	310,665	312,732	312,732	296,246
	Other Services and Charges	4,251,482	4,675,954	4,683,907	4,650,053
	Equipment	53,164	0	0	0
	Non-Capital Equipment	5,158,647	5,075,025	5,067,072	4,531,242
	Total M & O Expenditures	37,957,100	39,455,472	39,387,935	40,166,822
	Debt Service & Other Uses	750,000	750,000	750,000	750,000
	Total Expenditure	38,707,100	40,205,472	40,137,935	40,916,822

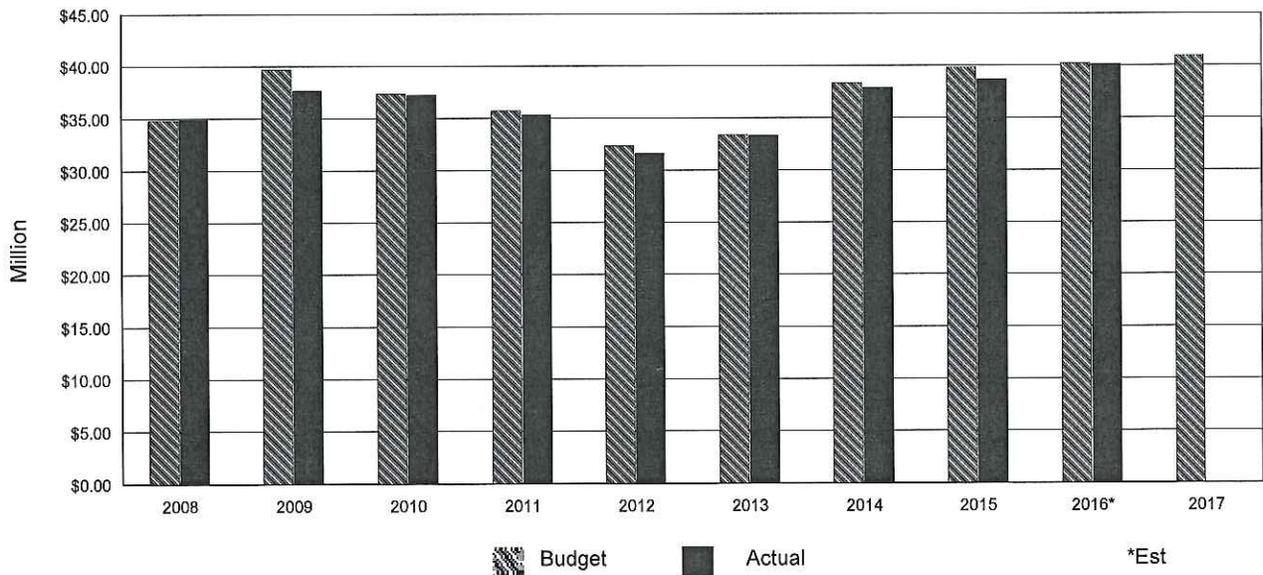
Revenues	1,251,305	1,043,713	1,411,669	1,349,950
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Staffing	Full-Time Equivalents - Civilian	469.8	468.0	467.9	465.8
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	469.8	468.0	467.9	465.8
	Full-Time Equivalents - Overtime	0.0	0.6	0.6	0.0

Significant Budget Changes and Highlights

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Budget includes a reduction of \$635,795 for department savings initiatives.
- o Continue to implement an extraordinary customer service experience through ongoing training and accountability throughout the organization.
- 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.
- 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.

**Library  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Library</b> <b>Fund No. /Bus. Area No. : 1000 / 3400</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Open Job Labs - In-depth Assistance Sessions	4,975	N/A	5,469	6,000
Total Attendance by Outside Meeting Groups	94,227	N/A	54,104	75,000
Total Cardholders	862,949	1,000,000	961,000	1,100,000
Total Circulation	4,264,125	4,500,000	5,500,000	5,500,000
Total Computer Users	1,139,527	1,300,000	980,000	1,000,000
Total In-house Library Visits	3,911,932	N/A	3,700,000	3,800,000
Total Program Attendance	331,687	280,000	358,000	375,000
Total Students Served Through Outside School Hours Support	194,533	N/A	235,634	250,000
Total WiFi Sessions	2,811,029	2,800,000	6,700,000	6,700,000
Total Workforce Literacy Classes	22,415	N/A	26,825	28,000
Expenditures Adopted Budget vs Actual Utilization	97%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	109%	100%	135%	100%

**FISCAL YEAR 2017 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	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>HPL-Library Administration 340001</b> Provide policy direction, financial accounting, and human resources support. Support and coordinate all staff training, organizational development, library delivery, and fleet services. Provide financial administrative support for grants, contracts, and operational and financial audits. Provide management, coordination, and support for Library systems.	50.6	5,509,262	45.0	5,865,610	35.0	4,657,043	
<b>HPL- Life Skills Learning 340002</b> Provide programs addressing literacy, workforce development, technology instruction, and student success for all library locations. Provide workshops and resources for college preparation including Café College Houston.	70.6	4,660,718	71.3	4,425,885	14.5	1,003,134	
<b>HPL-Library Material Services 340003</b> Effective in FY2017, Library Material Services budget has been moved to the Customer Experience cost center.	43.6	7,564,530	41.9	6,967,538	0.0	0	
<b>HPL- Spaces and Communications 340004</b> Coordination of facilities maintenance, security, construction, land acquisition, management of Capital Improvement Plan, furniture and fixtures inventory, branding, planning, relocations, openings, and closings. Develop and implement exhibits, marketing strategies including system-wide communications (internal and external), printing services and Council Liason and communication.	6.4	2,033,239	7.0	2,136,031	20.5	3,172,584	
<b>HPL- Digital Strategies 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 telecommunication technologies.	16.8	3,394,042	19.3	4,225,856	27.0	4,585,022	
<b>HPL - Programming and Outreach 340006</b> Develop, implement and manage variety of programs for all ages for all library locations. Provide access to technology and computers to underserved communities and schools through outreach mobile units.	36.6	2,920,035	42.0	3,372,753	11.5	811,728	

**FISCAL YEAR 2017 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>						
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>HPL- Customer Experience 340007</b>						
At 44 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 five locations and After School Zones at 15 locations.	245.2	12,625,274	241.4	13,144,262	357.3	26,687,311
<b>Total</b>	<b>469.8</b>	<b>38,707,100</b>	<b>467.9</b>	<b>40,137,935</b>	<b>465.8</b>	<b>40,916,822</b>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Charges for Services	703,691	538,713	785,760	<b>785,450</b>
Direct Interfund Services	10,868	1,000	18,909	<b>10,000</b>
Indirect Interfund Services	99,000	99,000	99,000	<b>99,000</b>
Other Fines and Forfeits	430,258	400,000	500,000	<b>450,000</b>
Miscellaneous/Other	7,488	5,000	8,000	<b>5,500</b>
<b>Grand Total Revenues</b>	<b><u>1,251,305</u></b>	<b><u>1,043,713</u></b>	<b><u>1,411,669</u></b>	<b><u>1,349,950</u></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, Inspections and Public Services, Anti-Gang Office, Citizens' Assistance Office, Office of Education Initiatives, Office for People with Disabilities, and Office of International Communities.

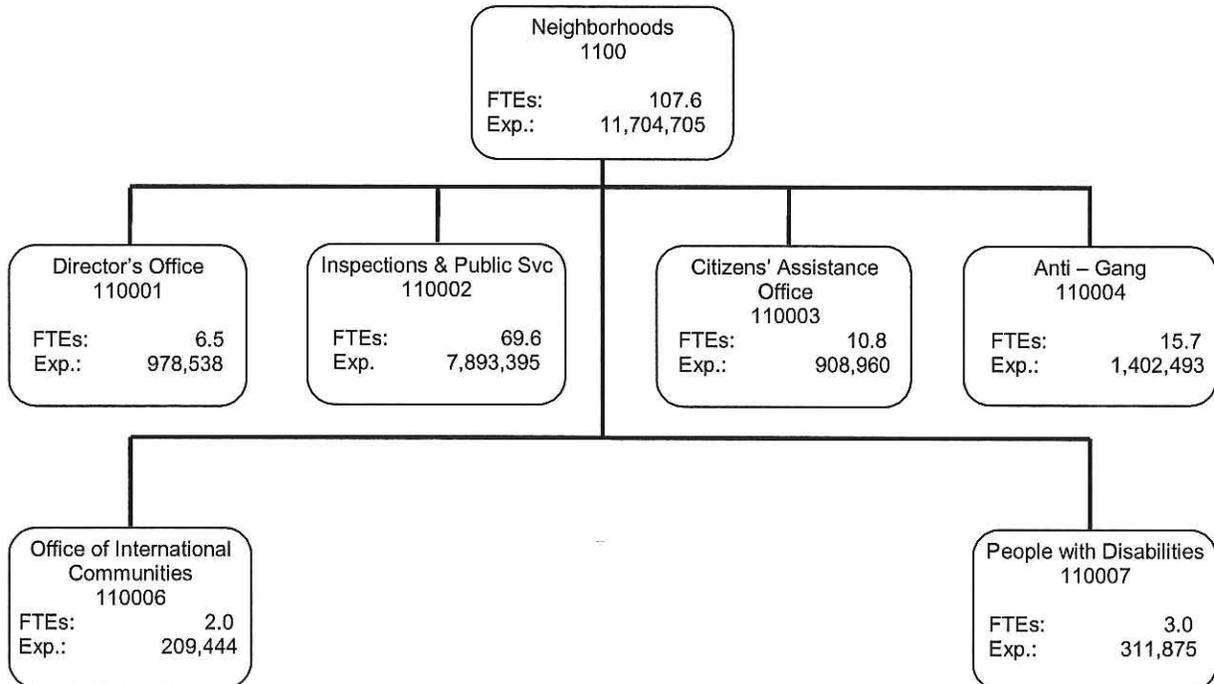
#### Department Short Term Goals

- 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 2017 BUDGET**

**Business Area Budget Summary**

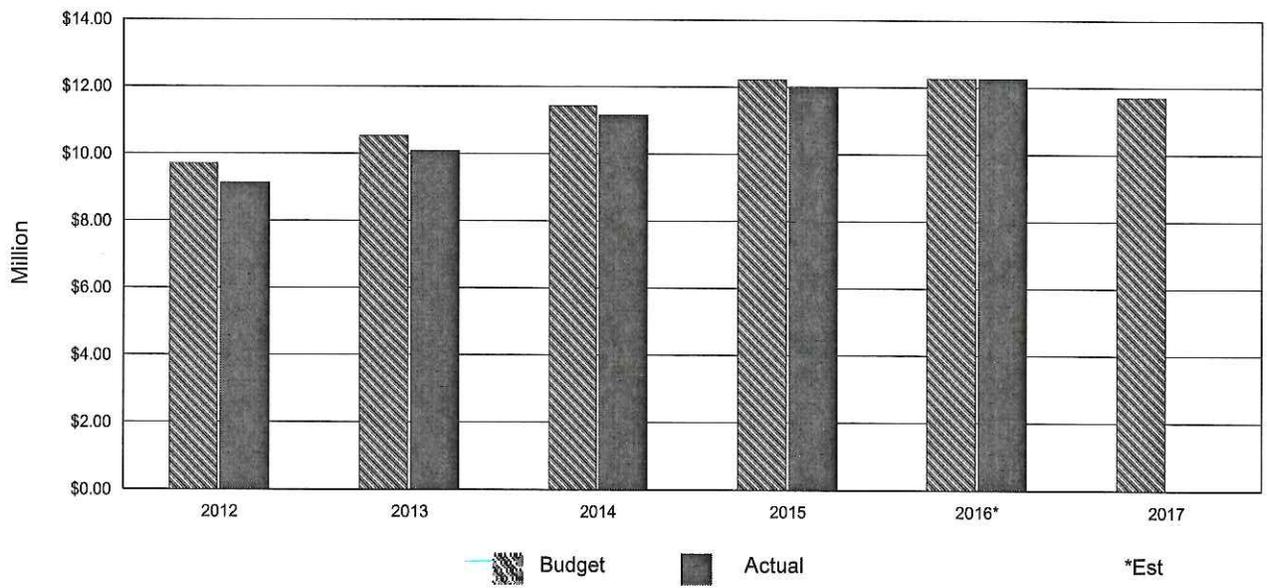
**Fund Name** : General Fund  
**Business Area** : Department of Neighborhoods  
**Fund No. /Bus. Area No.** : 1000 / 1100

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	8,166,581	8,668,865	8,446,339	8,503,334
	Supplies	287,412	242,255	289,383	256,735
	Other Services and Charges	3,563,268	3,328,959	3,505,783	2,941,136
	Equipment	0	20,000	18,574	0
	Non-Capital Equipment	835	3,500	3,500	3,500
	Total M & O Expenditures	<u>12,018,096</u>	<u>12,263,579</u>	<u>12,263,579</u>	<u>11,704,705</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>12,018,096</u>	<u>12,263,579</u>	<u>12,263,579</u>	<u>11,704,705</u>
Revenues		2,357,081	1,925,027	1,970,578	2,170,690
Staffing	Full-Time Equivalents - Civilian	105.5	115.0	111.0	107.6
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	105.5	115.0	111.0	107.6
	Full-Time Equivalents - Overtime	2.0	2.4	3.4	0.6

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Budget includes a reduction of \$195,709 for department savings initiatives.

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Department of Neighborhoods</b> <b>Fund No. /Bus. Area No. : 1000 / 1100</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Average Daily Inspections	343	320	320	320
Average Days from Request to Initial Inspection	18	10	10	10
Dangerous Buildings Demolished	553	425	425	425
Dangerous Buildings Secured/Make Safe	808	600	600	600
Percent of Anti-Gang Program Youth Who Completed Program Services	N/A	97%	97%	94%
Percent of Anti-Gang Program Youth Who Reoffend	N/A	16%	16%	15%
Rate of Voluntary Compliance (as % of closed projects)	72%	65%	65%	65%
Weeded Lots Cut	11,657	9,100	9,100	9,100
Youth Served Through Anti-Gang Programs	6,014	6,000	5,500	6,000
Expenditures Adopted Budget vs Actual Utilization	99%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	123%	100%	102%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b>							
<b>Business Area : Department of Neighborhoods</b>							
<b>Fund No. /Bus Area No. : 1000 / 1100</b>							
<b>Division Description</b>		<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>DON - Director's Office</b>	<b>110001</b>						
Provides the Neighborhoods' divisions with services in budget, purchasing, receiving grants, receiving funds and account payables.		5.4	828,965	6.0	868,998	6.5	978,538
<b>DON - Inspections &amp; Public Services</b>	<b>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.		62.2	7,939,155	71.0	8,447,469	69.6	7,893,395
<b>DON - Citizens Assistance Office</b>	<b>110003</b>						
Ensures acknowledgment of constituent inquiries/ requests and coordinates responses and resolutions to community complaints through community liaisons.		12.5	1,002,795	12.0	985,878	10.8	908,960
<b>DON - Anti - Gang</b>	<b>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.		15.0	1,213,036	16.0	1,347,520	15.7	1,402,493
<b>DON - Volunteer Initiatives Program</b>	<b>110005</b>						
In FY2017 this division will be consolidated into the Anti-Gang Services Group (110004).		1.0	115,053	1.0	113,513	0.0	0
<b>DON - Office of International Communities</b>	<b>110006</b>						
Serves as the City's hub of information benefiting international communities by promoting cultural diversity and awareness throughout Houston.		2.0	204,036	2.0	204,872	2.0	209,444

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : General Fund</b>						
<b>Business Area : Department of Neighborhoods</b>						
<b>Fund No. /Bus Area No. : 1000 / 1100</b>						
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<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.	2.9	265,803	3.0	295,329	3.0	311,875
<b>DON - Education Affairs 110008</b> In FY2016 this division was consolidated into the Inspection & Public Services Group(110002).	1.0	123,329	0.0	0	0.0	0
<b>DON - Sign Enforcement 110009</b> In FY2016 this division was consolidated into the Inspection & Public Services Group(110002).	3.5	325,924	0.0	0	0.0	0
<b>Total</b>	<b>105.5</b>	<b>12,018,096</b>	<b>115.0</b>	<b>12,263,579</b>	<b>107.6</b>	<b>11,704,705</b>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	15,368	2,000	2,000	2,000
Charges for Services	1,183,369	972,505	983,816	1,086,576
Direct Interfund Services	303,200	306,044	306,044	311,875
Other Fines and Forfeits	811,812	644,478	644,502	732,008
Miscellaneous/Other	43,332	0	34,216	38,231
<b>Grand Total Revenues</b>	<b><u>2,357,081</u></b>	<b><u>1,925,027</u></b>	<b><u>1,970,578</u></b>	<b><u>2,170,690</u></b>

## PARKS AND RECREATION

### Department Description and Mission

We are celebrating the 100th anniversary of the creation of the Houston Parks and Recreation Department (HPARD). This is a big year for the department's employees, sponsors, partners, park supporters, and others who help us daily take care of visits, and understand how important parks and recreational programs are to the City. 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 370, which offers 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 Department to be accredited through The Commission for Accreditation of Park and Recreation Agencies and National Recreation and Park Association (CAPRA-NRPA) from the Accreditation Committee and in 2013 was re-accredited. 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, well maintained parks and offering affordable programs for the community.

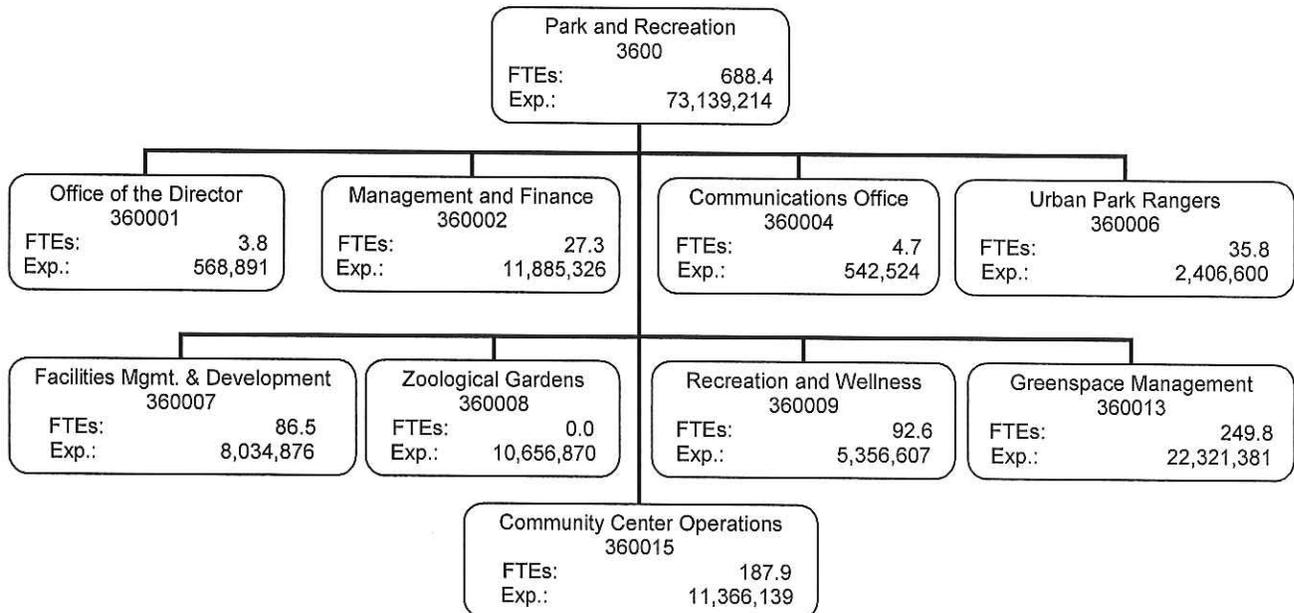
#### Short-Term Goals

- 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 to develop and offer quality neighborhood parks in every community.

#### 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



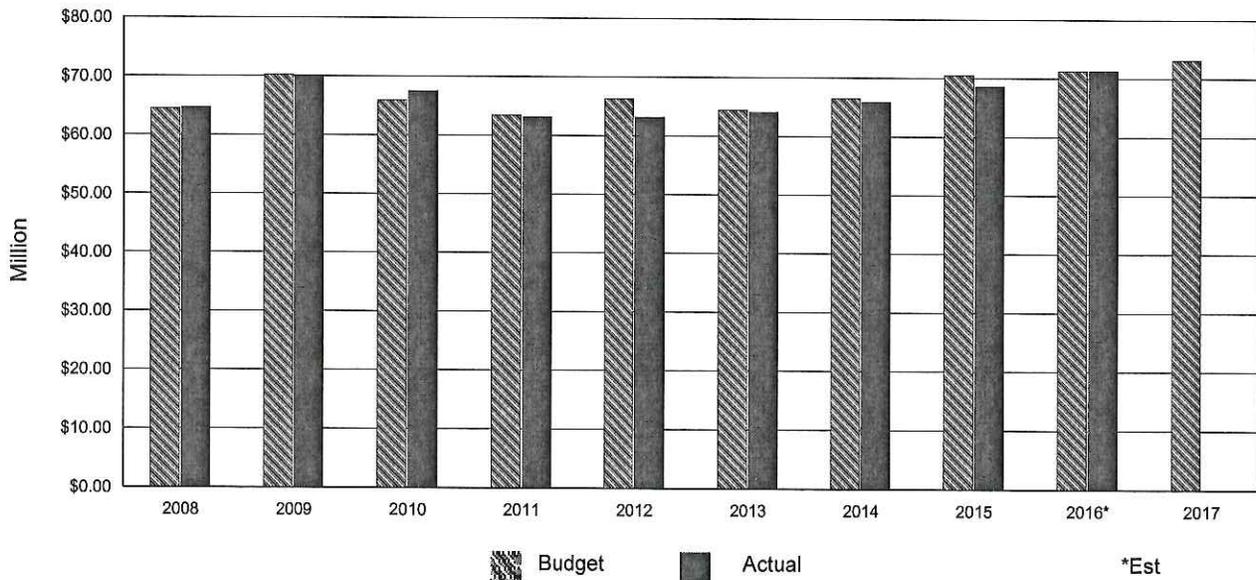
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	38,266,571	40,371,250	40,439,097	42,000,206
	Supplies	3,212,592	2,963,711	2,955,270	3,004,623
	Other Services and Charges	26,066,504	26,846,156	26,786,750	27,069,110
	Equipment	8,246	0	0	0
	Non-Capital Equipment	1,983	50,391	50,391	0
	Total M & O Expenditures	<u>67,555,896</u>	<u>70,231,508</u>	<u>70,231,508</u>	<u>72,073,939</u>
	Debt Service & Other Uses	1,065,275	1,065,275	1,065,275	1,065,275
	Total Expenditure	<u>68,621,171</u>	<u>71,296,783</u>	<u>71,296,783</u>	<u>73,139,214</u>
Revenues		1,395,280	1,125,200	1,108,400	1,107,900
Staffing	Full-Time Equivalents - Civilian	650.3	709.3	705.1	688.4
	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	<u>650.3</u>	<u>709.3</u>	<u>705.1</u>	<u>688.4</u>
	Full-Time Equivalents - Overtime	13.4	5.5	13.6	5.2
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$141,600 for department savings initiatives.</li> <li>o Continue partnering with other City departments such as Library, Health, Planning and PW&amp;E to offer the best family experience the City has to offer.</li> <li>o Continue adaptive sports and recreation activities offered for children and adults with disabilities at the Metropolitan Multi-Service Center.</li> <li>o Maintain and upkeep all park facilities and trails to offer quality recreational experiences to our citizens who will benefit from the programs offered at community centers, aquatic facilities, sports complexes, playgrounds; as well as, Lake Houston Wilderness Park nature trips.</li> </ul>				

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



**FISCAL YEAR 2017 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 Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Aquatics Participants	249,937	251,000	260,000	260,550
Bike/Hike Mowing Cycle (average number of days)	20.1	21.0	21.0	21.0
Community Service Volunteers	44,066	51,000	53,765	53,000
Esplanades Mowing Cycle (average number of days)	21.5	25.0	25.0	25.0
Facility Work Orders Completed	19,305	15,000	15,000	16,275
Hours of Park Patrol	56,620	58,000	53,000	55,700
Park Sites Improved	17	10	31	22
Parks/Plazas Mowing Cycle (average number of days)	20.2	21.0	21.0	21.0
Seniors/Adults-Craft Participants	171,554	144,000	175,000	176,000
Summer Enrichment Program	128,260	129,200	130,000	133,400
Tree and Litter in Park Complaints through 311	354	5,000	5,000	5,175
Volunteer Hours at Community Centers	27,876	28,000	30,000	32,000
Youth Tennis Participants	47,618	59,000	47,500	50,000
Expenditures Adopted Budget vs Actual Utilization	98%	98%	101%	98%
Revenues Adopted Budget vs Actual Utilization	74%	100%	99%	100%

**FISCAL YEAR 2017 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>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<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.	3.7	542,533	3.4	557,301	3.8	568,891	
<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.	29.4	12,652,328	32.7	12,043,769	27.3	11,885,326	
<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 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	539,542	4.4	537,310	4.7	542,524	
<b>Urban Park Rangers 360006</b> Direct the security operations and dispatch services at HPARD city operated pools, community centers, and other Parks' Department facilities and venues 24 hours a day, seven days a week.	13.8	2,714,983	35.0	2,514,364	35.8	2,406,600	
<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.	109.9	7,975,510	88.1	8,277,568	86.5	8,034,876	
<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; the electricity for the Zoo is budgeted in this cost center.	0.0	10,019,014	0.0	10,398,094	0.0	10,656,870	

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	74.1	5,334,099	102.4	5,290,133	92.6	5,356,607	
<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. Provides emergency services during disasters.	232.9	19,268,757	250.0	20,860,991	249.8	22,321,381	
<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.	181.6	9,574,405	189.1	10,817,253	187.9	11,366,139	
<b>Total</b>	<b>650.3</b>	<b>68,621,171</b>	<b>705.1</b>	<b>71,296,783</b>	<b>688.4</b>	<b>73,139,214</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Intergovernmental	608,000	624,800	608,000	608,000
Charges for Services	166,667	0	0	0
Miscellaneous/Other	620,613	500,400	500,400	499,900
<b>Grand Total Revenues</b>	<b>1,395,280</b>	<b>1,125,200</b>	<b>1,108,400</b>	<b>1,107,900</b>



**VI. ADMINISTRATIVE  
SERVICES**

## 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.

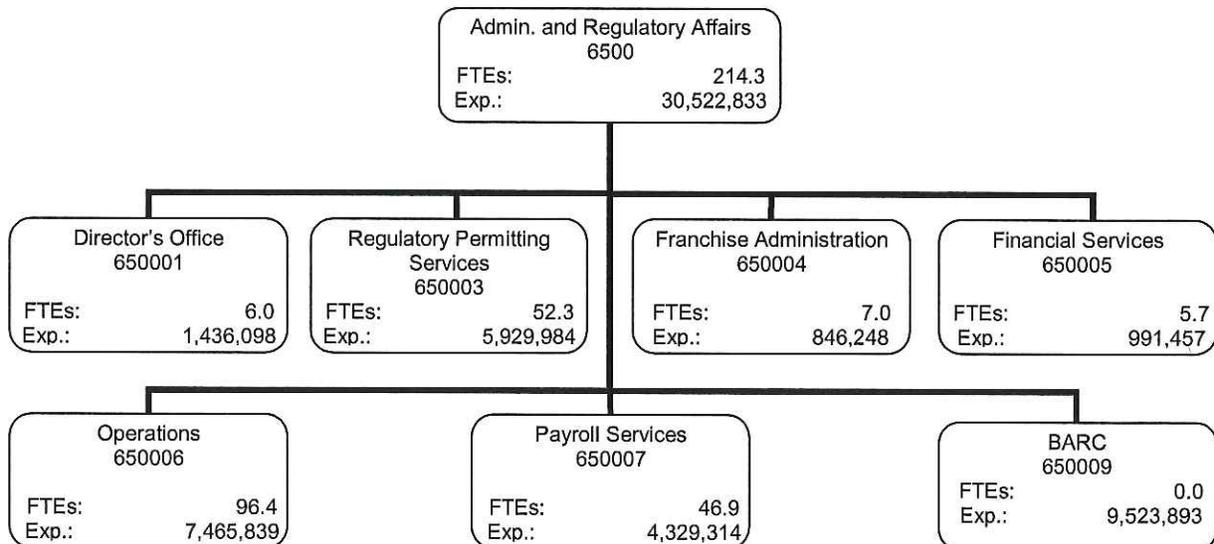
### Department Short Term Goals

1. Examine vehicle-for-hire licensing requirements to determine whether any can be streamlined or eliminated to make onboarding of drivers faster and more efficient.
2. Continue the transformation of 311 Help & Information to develop additional two-way communication functions between 311 and citizens; implement citizen call-back assist.
3. Continue the transformation of BARC successfully; focus on expanding targeted low-cost spay neuter program; focus on increasing animal wellness programs to increase positive outcomes; work with Houston BARC Foundation for successful fundraising efforts related to the Pet Walk and annual Gala.
4. Complete installation of first phase of the 5-year replacement program for parking meters; renew technology contract; implement and evaluate pilot carshare program; recommend changes to Chapter 26 to accommodate residents in mixed-use development.
5. Continue the excellent customer services in ARA Divisions.

### 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 311 Help & Information into the top citizen engagement center in the United States.
3. Transform vehicle-for-hire 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



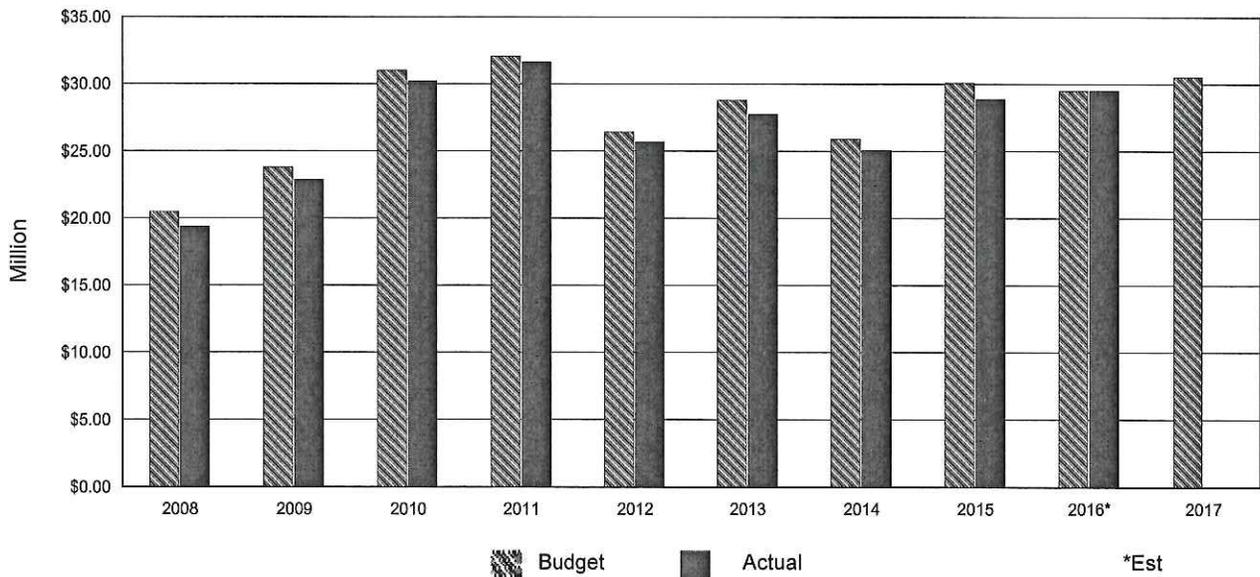
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	14,937,772	15,866,174	15,643,366	16,900,545
	Supplies	90,886	120,373	133,819	138,729
	Other Services and Charges	3,767,903	3,890,277	4,085,018	3,959,666
	Equipment	0	0	99,577	0
	Non-Capital Equipment	3,559	10,000	10,000	0
	Total M & O Expenditures	18,800,120	19,886,824	19,971,780	20,998,940
	Debt Service & Other Uses	10,090,460	9,608,849	9,523,893	9,523,893
Total Expenditure	28,890,580	29,495,673	29,495,673	30,522,833	
Revenues		208,309,964	205,899,584	212,279,303	213,354,581
Staffing	Full-Time Equivalents - Civilian	200.9	211.1	207.4	214.3
	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	200.9	211.1	207.4	214.3
	Full-Time Equivalents - Overtime	1.2	0.7	0.8	1.1
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$311,383 for department savings initiatives.</li> <li>o Funding of \$564,786 for cost associated with Chapter 46 (Vehicles for Hire) Ordinance 2014-754. This budget addition includes 6 personnel, 1 IT contractor, and computer equipment to handle the increased customer demand and enforcement.</li> <li>o The FY2017 Budget includes the transfer of the Office of Sustainability from the Mayor's Office to the Administrative and Regulatory Affairs department.</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</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>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
311 Average Speed of Answer (seconds)	73	75	96	90
311 Service Requests Submitted via Smartphone or Web	7.0%	5.5%	7.0%	7.0%
Alcohol Site Survey Completion (days)	8.4	10	9	10
Houston Permitting Center (HPC) Wait Time (minutes)	25	25	40	30
HPC Customer Satisfaction Survey Rating	100%	98%	100%	98%
HPC Vehicle-for-Hire Customers Served	30,683	25,000	62,192	65,000
Expenditures Adopted Budget vs Actual Utilization	98%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	103%	100%	103%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Director's Office</b>	<b>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.		5.1	1,369,212	5.0	1,437,443	6.0	1,436,098
<b>Regulatory Permitting Services</b>	<b>650003</b>						
Administers ordinances related to regulation of vehicles for hire, alcohol related businesses, dance halls, game rooms, etc. Issues permits for burglar alarms.		36.9	4,756,278	47.3	5,463,410	52.3	5,929,984
<b>Franchise Administration</b>	<b>650004</b>						
Regulates utilities such as electricity, natural gas, and private water companies. Manages franchises for the use of City right-of-ways.		6.1	719,283	7.0	699,130	7.0	846,248
<b>Financial Services</b>	<b>650005</b>						
Develops, manages, and monitors ARA's operating budget. Provides accounting services for ARA and various other departments.		8.0	1,200,332	6.0	1,108,107	5.7	991,457
<b>Operations</b>	<b>650006</b>						
Manages 311 Call Center and responds to citizens' questions and requests for service. Organizes and manages the citywide records program and HISD contracts. Sells surplus city property. Provides mailroom services to 611 Walker, City Hall and City Hall Annex.		97.3	6,574,337	96.1	7,129,154	96.4	7,465,839
<b>Payroll Services</b>	<b>650007</b>						
Provides time & attendance and payroll processing services to all City employees.		47.5	4,180,678	46.0	4,134,536	46.9	4,329,314

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
Fund Name : General Fund							
Business Area : Administration and Regulatory Affairs							
Fund No. /Bus Area No. : 1000 / 6500							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>BARC</b> <span style="float:right"><b>650009</b></span>							
BARC was moved to a Special Revenue Fund 2427 in FY2011. The General Fund provides funding to BARC Special Revenue Fund (2427).	0.0	10,090,460	0.0	9,523,893	0.0	9,523,893	
<b>Total</b>	<u>200.9</u>	<u>28,890,580</u>	<u>207.4</u>	<u>29,495,673</u>	<u>214.3</u>	<u>30,522,833</u>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Electric Franchise	99,171,776	99,751,844	99,755,510	<b>101,017,923</b>
Telephone Franchise	43,450,849	40,865,000	43,219,885	<b>42,000,000</b>
Gas Franchise	14,538,332	14,839,561	14,839,561	<b>15,015,585</b>
Other Franchise	31,282,727	30,945,026	33,155,801	<b>33,738,694</b>
Licenses and Permits	16,178,503	16,011,829	17,646,997	<b>17,679,603</b>
Charges for Services	221,143	193,898	219,609	<b>201,777</b>
Direct Interfund Services	1,023,666	1,037,946	1,135,637	<b>1,372,398</b>
Other Fines and Forfeits	2,046,737	1,952,480	1,993,240	<b>2,026,601</b>
Miscellaneous/Other	396,231	302,000	313,063	<b>302,000</b>
<b>Grand Total Revenues</b>	<b><u>208,309,964</u></b>	<b><u>205,899,584</u></b>	<b><u>212,279,303</u></b>	<b><u>213,354,581</u></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.

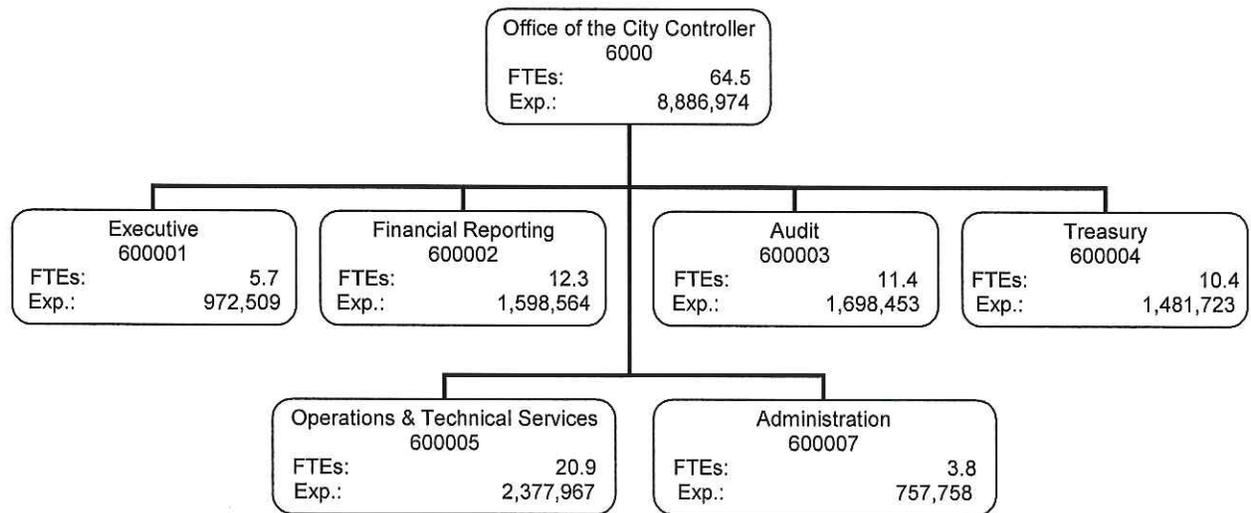
### Department Short Term Goals:

- o Increase transparency of government spending.
- o Automate the City's Comprehensive Annual Financial Report.
- o Retain AAA rating from Fitch Rating Agency 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 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	7,095,215	7,372,813	7,324,770	<b>7,587,608</b>
	Supplies	105,847	129,098	129,098	<b>116,098</b>
	Other Services and Charges	934,085	1,228,674	1,228,674	<b>1,183,268</b>
	Total M & O Expenditures	<u>8,135,147</u>	<u>8,730,585</u>	<u>8,682,542</u>	<u><b>8,886,974</b></u>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	<u>8,135,147</u>	<u>8,730,585</u>	<u>8,682,542</u>	<u><b>8,886,974</b></u>

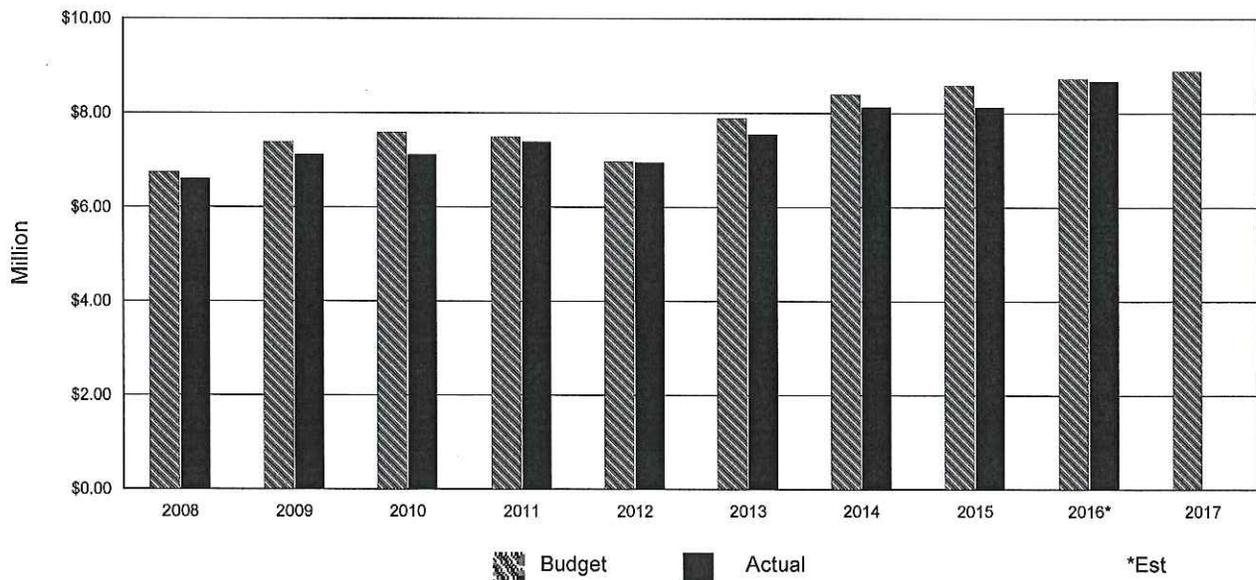
Revenues		172	0	411	<b>0</b>
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Staffing	Full-Time Equivalents - Civilian	62.1	64.5	64.5	<b>64.5</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u><b>0.0</b></u>
	Total	62.1	64.5	64.5	<b>64.5</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>

Significant Budget Changes and Highlights

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Budget provides funding for the continuation of current service levels.

**City Controller  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : City Controller</b> <b>Fund No. /Bus Area No. : 1000 / 6000</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 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.	6.0	992,583	5.7	977,733	5.7	972,509	
<b>Financial Reporting 600002</b> Provides timely and accurate monthly financial reports and prepares the Comprehensive Annual Financial Report (CAFR).	12.7	1,539,009	12.3	1,495,961	12.3	1,598,564	
<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.	8.7	1,296,417	10.4	1,632,003	11.4	1,698,453	
<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.	9.2	1,222,436	9.5	1,378,767	10.4	1,481,723	
<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.	22.0	2,406,784	22.8	2,493,836	20.9	2,377,967	

**FISCAL YEAR 2017 BUDGET**

Division Summary							
Fund Name : General Fund							
Business Area : City Controller							
Fund No. /Bus Area No. : 1000 / 6000							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Administration 600007</b> Provides the Office of the City Controller with services in human resources, budget, purchasing and administrative processes to maximize staff productivity.	3.5	677,918	3.8	704,242	3.8	757,758	
<b>Total</b>	<u>62.1</u>	<u>8,135,147</u>	<u>64.5</u>	<u>8,682,542</u>	<u>64.5</u>	<u>8,886,974</u>	

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Miscellaneous/Other	172	0	411	0
Grand Total Revenues	<u>172</u>	<u>0</u>	<u>411</u>	<u>0</u>



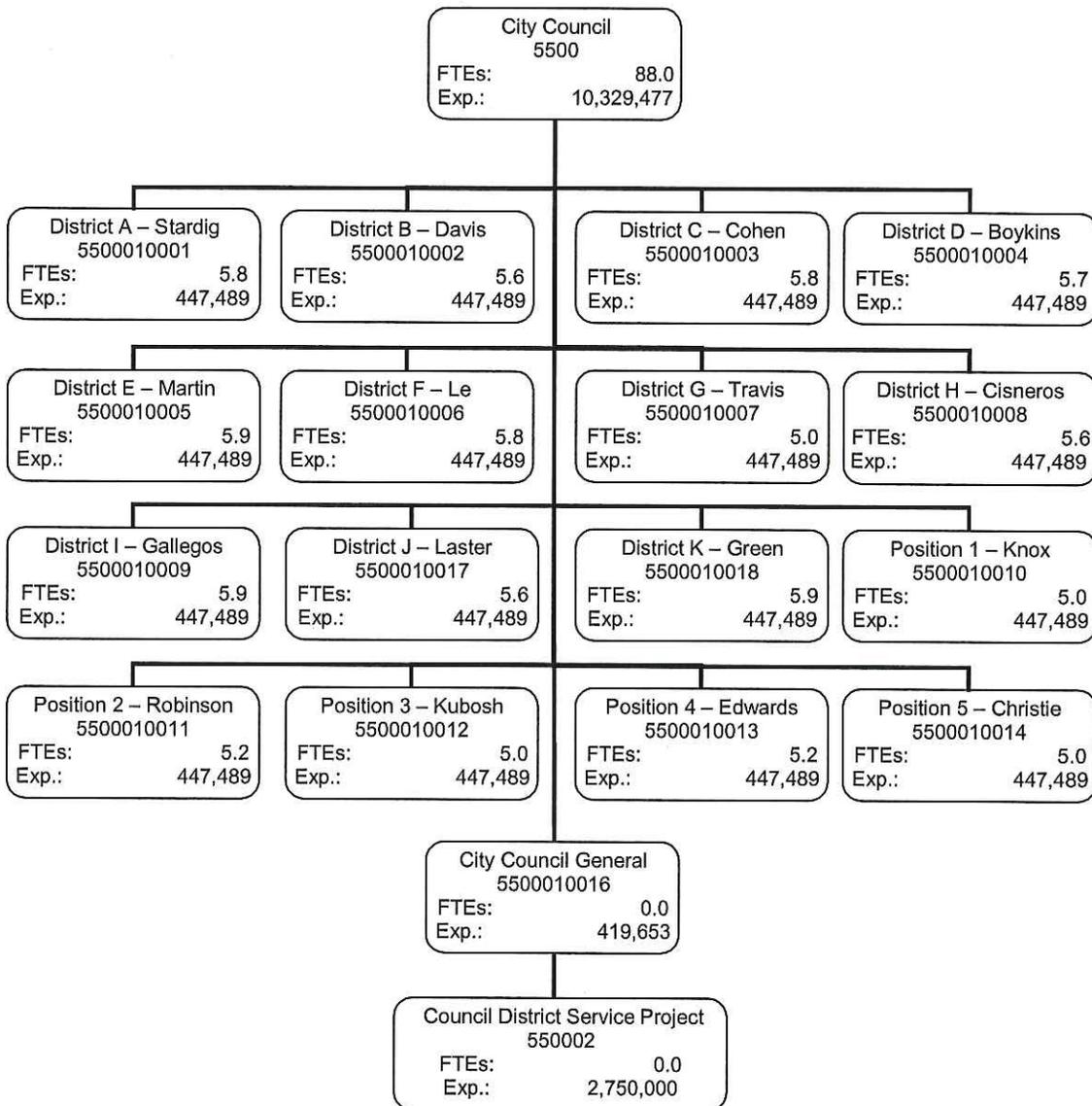
# CITY COUNCIL

## Department Description and Mission

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.

There are sixteen Council Members who represent eleven geographical districts and five at-large positions. The Council Members respond to several thousand constituents' calls and letters weekly, hold community meetings, and attend civic organization meetings.

### Department Organization

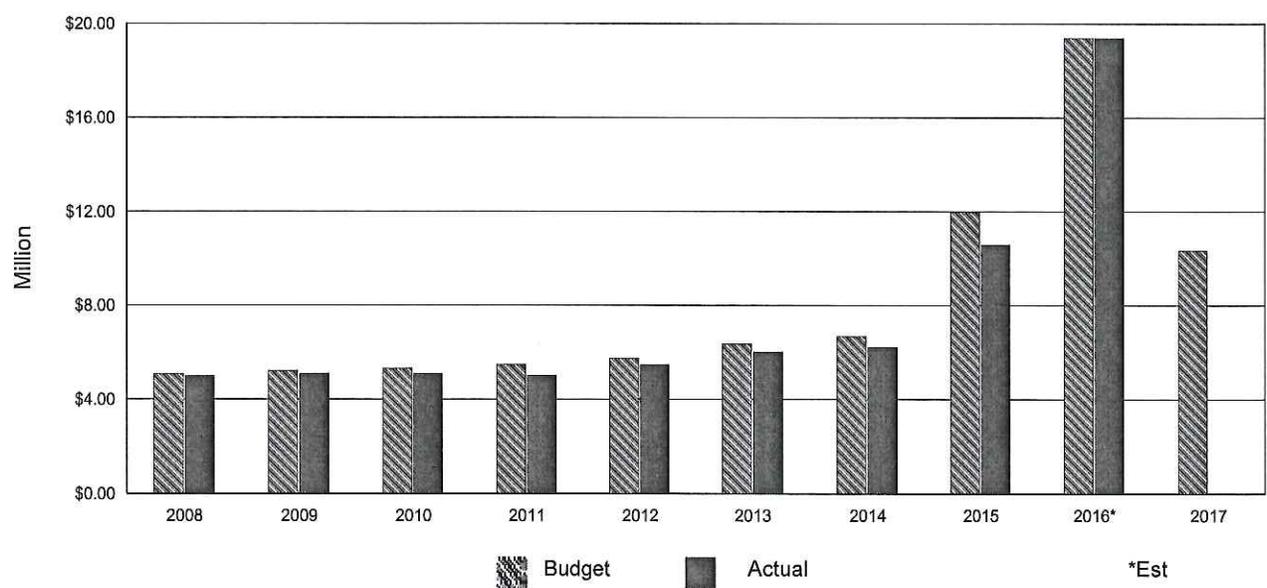


**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>City Council</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 5500</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	7,327,741	7,533,087	7,533,087	7,177,843
	Supplies	396,238	312,202	312,202	73,494
	Other Services and Charges	1,450,499	11,391,983	11,391,983	3,078,140
	Equipment	35,403	1,467	1,467	0
	Non-Capital Equipment	207,808	8,451	8,451	0
	Total M & O Expenditures	9,417,689	19,247,190	19,247,190	10,329,477
	Debt Service & Other Uses	1,174,445	131,749	131,749	0
	Total Expenditure	10,592,134	19,378,939	19,378,939	10,329,477
Revenues	729	0	0	0	
Staffing	Full-Time Equivalents - Civilian	76.5	87.5	87.5	88.0
	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	76.5	87.5	87.5	88.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits and pension contribution increases.				
	o The FY2017 Budget includes funding for the Council District Service Project Program for \$2,750,000; a reduction of \$8,250,000 from FY2016.				

**City Council  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : City Council</b> <b>Fund No. /Bus Area No. : 1000 / 5500</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 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.	76.5	6,523,519	87.5	7,447,552	88.0	7,579,477	
<b>Council District Service Project 550002</b> Council District Service Project Program establishes a method to address minor neighborhood issues. Funding for each District Council Member will be allocated an equal amount to be utilized based on neighborhood needs and constituents' input.	0.0	4,068,615	0.0	11,931,387	0.0	2,750,000	
<b>Total</b>	<b>76.5</b>	<b>10,592,134</b>	<b>87.5</b>	<b>19,378,939</b>	<b>88.0</b>	<b>10,329,477</b>	

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Miscellaneous/Other	729	0	0	0
<b>Grand Total Revenues</b>	<u><u>729</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

## 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

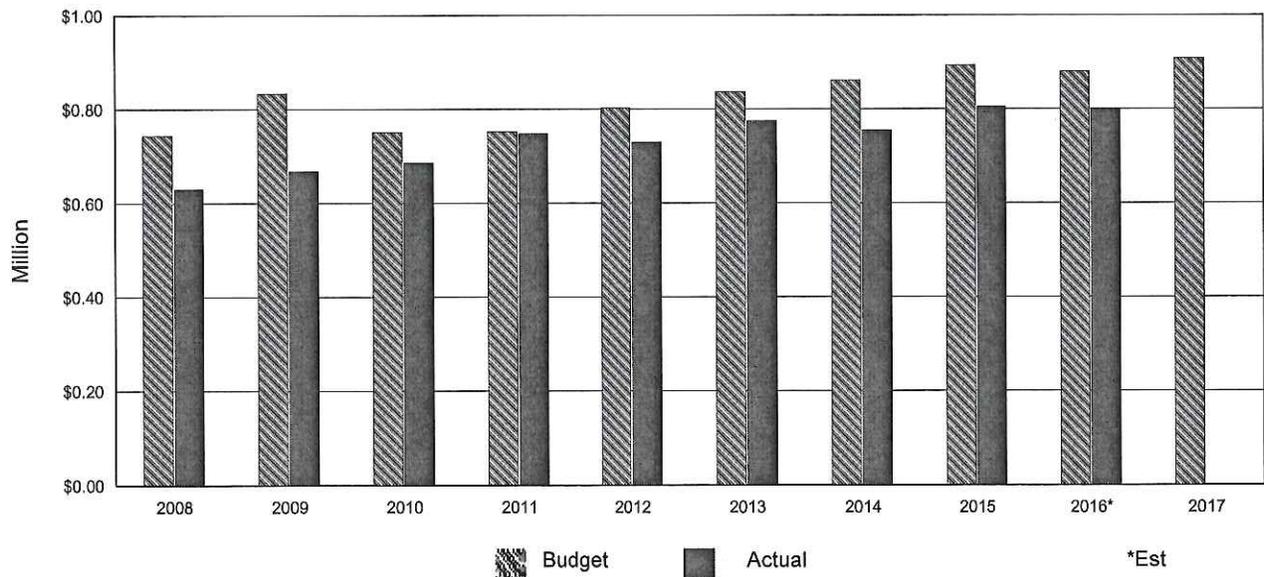
	City Secretary	
	750001	
FTEs:		11.2
Exp.:		907,691

**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>City Secretary</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 7500</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	696,291	726,330	647,242	<b>734,302</b>
	Supplies	4,101	16,148	16,148	<b>23,351</b>
	Other Services and Charges	104,704	136,941	136,671	<b>150,038</b>
	Total M & O Expenditures	<u>805,096</u>	<u>879,419</u>	<u>800,061</u>	<b><u>907,691</u></b>
	Debt Service & Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<b><u>0</u></b>
	Total Expenditure	<u>805,096</u>	<u>879,419</u>	<u>800,061</u>	<b><u>907,691</u></b>
Revenues		0	15,000	0	<b>0</b>
Staffing	Full-Time Equivalents - Civilian	9.9	12.0	11.0	<b>11.2</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	<u>9.9</u>	<u>12.0</u>	<u>11.0</u>	<b><u>11.2</u></b>
	Full-Time Equivalents - Overtime	0.4	0.0	0.0	<b>0.2</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> </ul>				

**City Secretary  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : City Secretary</b> <b>Fund No. /Bus Area No. : 1000 / 7500</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>CSC - City Secretary</b> <span style="float:right"><b>750001</b></span> 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.	9.9	805,096	11.0	800,061	11.2	907,691	
<b>Total</b>	<b>9.9</b>	<b>805,096</b>	<b>11.0</b>	<b>800,061</b>	<b>11.2</b>	<b>907,691</b>	

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	0	15,000	0	0
<b>Grand Total Revenues</b>	<u>0</u>	<u>15,000</u>	<u>0</u>	<u>0</u>

## FINANCE

### Department Description and Mission

The Finance Department's mission is to transform the finance function citywide to that of a highly efficient, value-adding business partner that supports the City's goals and objectives. 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:

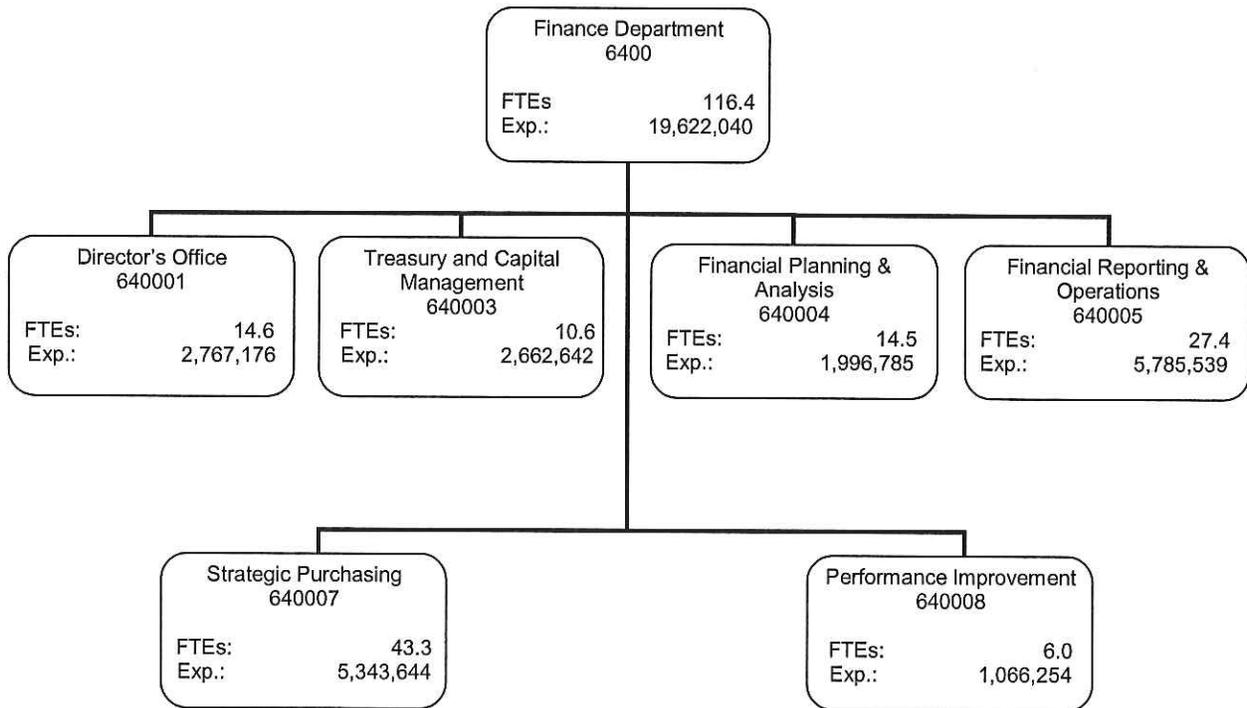
- Promote fiscal responsibility.
- Provide high-quality financial services and information to the Mayor's Office, City Council, City departments and citizens.
- Improve process execution internally and citywide.
- Engage staff and provide them the resources they need to get the job done.

Three year goals include:

- Promote fiscal responsibility
  - Implement full compliance with the City's Financial Policies.
  - Optimize acquisition, maintenance and usage of the City's capital assets: facilities, fleet, equipment, and information technology.
  - Reduce costs citywide.
  - Significantly increase grant awards.
  - Increase billings and collection rates on accounts receivable.
  - Achieve zero findings in annual external audit and grants single audit of the City.
  - Audit and implement controls for all financial processes citywide.
- Provide high-quality financial services and information to the Mayor's Office, City Council, City departments and citizens
  - Implement Mayor's executive orders and administrative polices on effective financial and performance management by improving visibility into budgets, focusing budgets and spending on outcomes, linking budgets and plans to measurable goals, improving efficiencies, eliminating waste, and increasing public participation in the budget and capital planning process.
  - Ensure City Council access to high-quality administrative services by providing timely and helpful information in support of their role as elected officials.
  - 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.
  - 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
  - Promote and advance the Lean Six Sigma process improvement program such that every City department is in a mode of continuous improvement.
  - Reduce hours required to execute financial processes citywide.
  - Reduce cycle times for delivering finance services and information.
  - Improve on-time delivery percentages for finance deliverables.
  - Improve quality of finance deliverables.

- 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.
  - Encourage cross-functional cooperation within the Finance Department and across the finance function.
  - Improve scores for finance staff employee engagement .
  - Provide employees and managers with constructive 360 degree performance assessments and coaching to assist in professional development.

## Department Organization





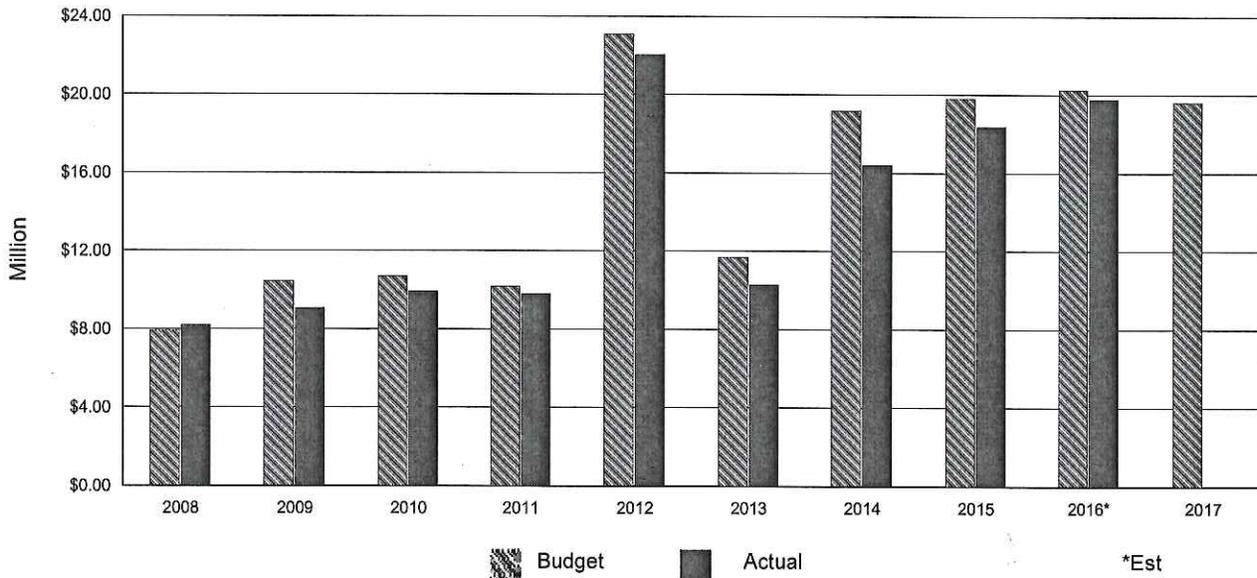
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	12,738,871	14,211,039	13,660,369	14,244,335
	Supplies	101,082	92,802	101,587	84,768
	Other Services and Charges	5,518,544	5,947,568	6,019,572	5,291,437
	Equipment	0	2,674	1,400	1,500
	Total M & O Expenditures	18,358,497	20,254,083	19,782,928	19,622,040
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	18,358,497	20,254,083	19,782,928	19,622,040
Revenues		1,764,036,048	1,826,019,661	1,750,365,426	1,769,506,747
Staffing	Full-Time Equivalents - Civilian	111.4	120.5	112.3	116.4
	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	111.4	120.5	112.3	116.4
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.  o The FY2017 Budget includes a reduction of \$854,526 for department savings initiatives.				

**Finance Department  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Finance Department</b> <b>Fund No. /Bus. Area No. : 1000 / 6400</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Audit Findings	2	1	1	0
Average Days from Purchase Requisition to Purchase Order	7	10	7	6
Average Days to Procurement (MOU to Council Award)	92	130	118	105
City Contracts with Negotiated Early Payment Discounts	0%	2%	1%	3%
Citywide General Fund Expenditures Adopted Budget vs Actual Utilization	99%	98%	99%	98%
Citywide General Fund Revenues Adopted Budget vs Actual Utilization	104%	100%	99%	100%
Compliance Rate with City Financial Policies	N/A	N/A	76%	90%
Debt Service Expenditures as % of General Fund Revenues	12%	15%	15%	13%
Executive Insight Savings Citywide	N/A	\$5.0M	\$1.9M	\$5.0M
Grants Budget Growth	N/A	20%	23%	25%
Unassigned Fund Balance as % of General Fund Expenditures less Debt Service and PAYGO	14.5%	10.0%	9.7%	9.3%
Variance of Monthly Sales Tax Revenue Forecast to Actual (benchmark: 3 yr avg = 4.5%)	0.1%	4.0%	7.6%	4.0%
Variance of Property Tax Collection Rate Forecast to Actual	1%	1%	3%	1%
Expenditures Adopted Budget vs Actual Utilization	95%	98%	96%	98%
Revenues Adopted Budget vs Actual Utilization	101%	100%	96%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b>							
<b>Business Area : Finance Department</b>							
<b>Fund No. /Bus Area No. : 1000 / 6400</b>							
<b>Division Description</b>		<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Director's Office</b> <span style="float:right"><b>640001</b></span>							
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.		14.4	2,766,105	14.3	2,737,491	14.6	2,767,176
<b>Treasury and Capital Management</b> <span style="float:right"><b>640003</b></span>							
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 the City's merchant service contract, forecasting and modeling tax revenues and ensuring compliance with the Truth in Taxation requirements.		10.8	2,524,926	10.9	2,648,766	10.6	2,662,642
<b>Financial Planning &amp; Analysis</b> <span style="float:right"><b>640004</b></span>							
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.		13.3	1,799,607	14.1	2,005,892	14.5	1,996,785
<b>Financial Reporting &amp; Operations</b> <span style="float:right"><b>640005</b></span>							
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.		25.6	5,426,120	24.8	5,663,735	27.4	5,785,539
<b>Strategic Purchasing</b> <span style="float:right"><b>640007</b></span>							
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.		41.4	4,805,263	42.7	5,345,649	43.3	5,343,644

**FISCAL YEAR 2017 BUDGET**

Division Summary							
Fund Name : General Fund							
Business Area : Finance Department							
Fund No. /Bus Area No. : 1000 / 6400							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Performance Improvement 640008</b> Leads financial and operational performance improvement projects to increase revenues, optimize expenditures, and improve operational effectiveness.	5.9	1,036,476	5.5	1,381,395	6.0	1,066,254	
<b>Total</b>	<b>111.4</b>	<b>18,358,497</b>	<b>112.3</b>	<b>19,782,928</b>	<b>116.4</b>	<b>19,622,040</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
General Property Taxes	1,074,435,185	1,114,028,980	1,092,731,468	1,133,190,875
Sales Taxes	667,061,076	688,837,000	636,300,000	615,000,000
Charges for Services	181	0	0	0
Direct Interfund Services	19,223	8,400	10,000	15,000
Other Fines and Forfeits	235,878	131,300	54,025	38,400
Interest	3,039,623	3,000,000	3,600,000	3,000,000
Miscellaneous/Other	3,252,602	3,335,000	1,053,952	1,353,700
Other Tax	15,992,280	16,678,981	16,615,981	16,908,772
<b>Grand Total Revenues</b>	<b><u>1,764,036,048</u></b>	<b><u>1,826,019,661</u></b>	<b><u>1,750,365,426</u></b>	<b><u>1,769,506,747</u></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, build efficiencies and improve citizen services while maintaining a secure environment with improved uptimes. 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).

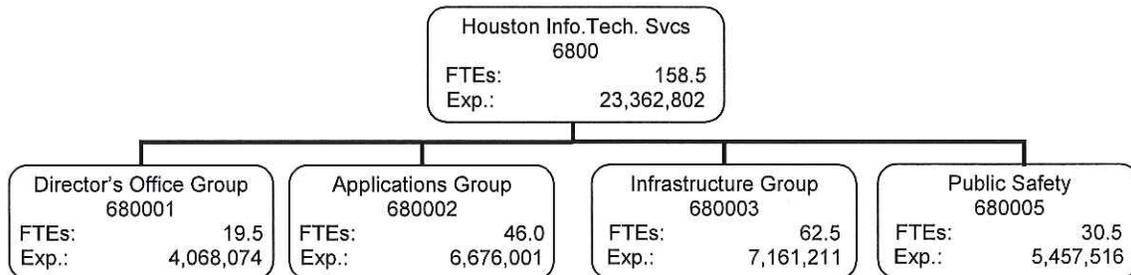
### Department Short Term Goals

1. Engage departments so HITS will be the partner of choice;
2. Create a resilient, scalable and agile infrastructure;
3. Transform the future IT workforce;
4. Improve the overall management and delivery of IT services;
5. Protect City information; and
6. Enhance citizen engagement.

### Department Long Term Goals

1. Continue organizational change management inside the HITS department to extend the focus on service delivery and customer satisfaction;
2. Implement service delivery processes that are documented, measurable and repeatable;
3. Significantly improve reliability and stability of email, network, data centers, call contact centers and applications;
4. Revise and adopt IT Continuous Planning as part of the IT Governance Process for IT Investment & Prioritization;
5. Consolidate IT services throughout the City to build consistency and efficiency with regard to technology and spend; and
6. Consistently deliver innovative solutions to meet business requirements while minimizing operating expense.

## Department Organization



**FISCAL YEAR 2017 BUDGET**

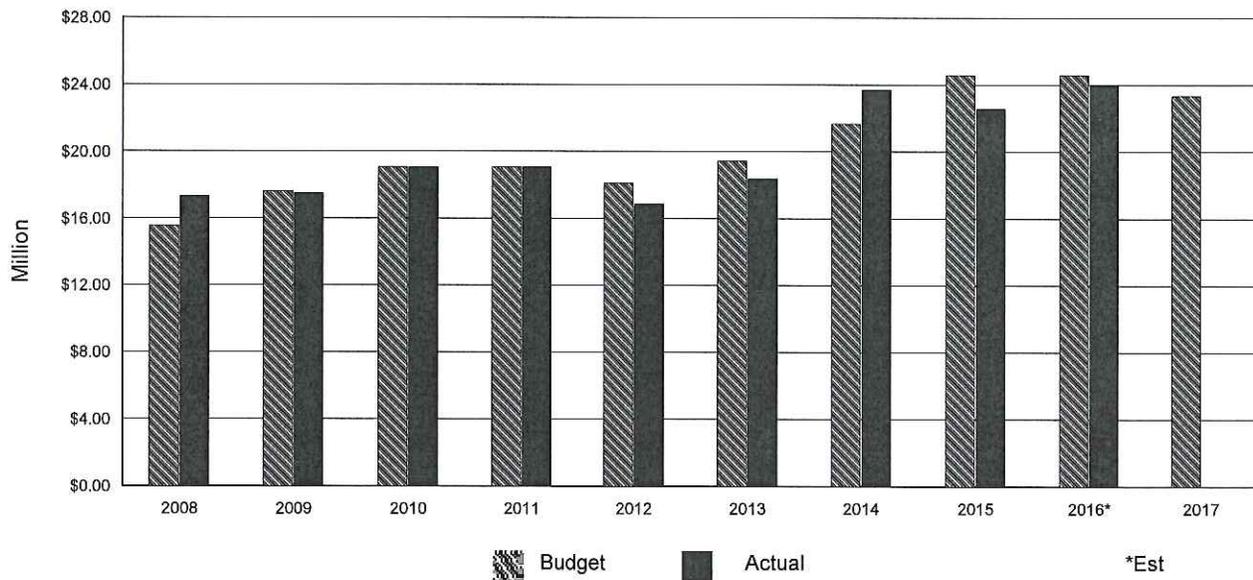
**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>					
<b>Business Area</b> :		<b>Houston Information Technology Services</b>					
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 6800</b>		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	17,547,889	18,853,470	18,007,089	<b>18,034,252</b>		
	Supplies	401,434	480,850	509,835	<b>515,354</b>		
	Other Services and Charges	4,587,196	5,259,704	5,429,758	<b>4,813,196</b>		
	Equipment	12,576	0	0	<b>0</b>		
	Non-Capital Equipment	5,350	0	3,796	<b>0</b>		
	Total M & O Expenditures	<u>22,554,445</u>	<u>24,594,024</u>	<u>23,950,478</u>	<b>23,362,802</b>		
	Debt Service & Other Uses	0	0	0	<b>0</b>		
	Total Expenditure	<u>22,554,445</u>	<u>24,594,024</u>	<u>23,950,478</u>	<b>23,362,802</b>		
Revenues		623,427	859,152	901,500	<b>1,681,344</b>		
Staffing	Full-Time Equivalents - Civilian	159.3	170.1	158.0	<b>158.5</b>		
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>		
	Full-Time Equivalents - Cadets	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<b>0.0</b>		
	Total	159.3	170.1	158.0	<b>158.5</b>		
	Full-Time Equivalents - Overtime	2.5	1.1	1.3	<b>2.4</b>		

**Significant Budget Changes and Highlights**

- o FY2017 Budget provides funding of health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Budget includes a reduction of \$323,410 for department savings initiatives.
- o Establish and sustain support costs for 700 Mhz radio system and the joint facility with Harris County.
- o The number of external customers utilizing the City's radio system increased by 36.4%.
- o Full system preventive maintenance and major upgrade of radio infrastructure.
- o Restructuring of Client Services Group and Project Management Office to improve service delivery.

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b>				
<b>Business Area : Houston Information Technology Services</b>				
<b>Fund No. /Bus. Area No. : 1000 / 6800</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Call Center Abandonment Rate	7%	7%	17%	10%
Customer Service Calls Resolved within 5 Days	82%	89%	69%	89%
Customer Service First Contact Resolution	44%	57%	41%	50%
Customer Service Rating Responses (max. score of 5)	4	5	4	5
Customer Service Requests/Incidents Received	48,255	45,000	72,023	55,000
Customer Service Survey Responses Received	15%	11%	18%	15%
Expenditures Adopted Budget vs Actual Utilization	94%	98%	99%	98%
Revenues Adopted Budget vs Actual Utilization	147%	100%	105%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b>							
<b>Business Area : Houston Information Technology Services</b>							
<b>Fund No. /Bus Area No. : 1000 / 6800</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	15.2	3,695,107	13.1	4,071,788	19.5	4,068,074	
<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.; and provides helpdesk/field support for citywide applications. The ERP Team supports procurement, human resources, financial and payroll applications.	28.0	4,810,733	36.8	5,608,779	46.0	6,676,001	
<b>HITS - Infrastructure Group 680003</b> 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.	62.0	6,662,199	68.0	7,191,988	62.5	7,161,211	
<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.	31.3	4,917,799	29.3	5,372,677	30.5	5,457,516	
<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 was reassigned to other divisions in FY2016.	9.1	694,222	0.0	0	0.0	0	

**FISCAL YEAR 2017 BUDGET**

Division Summary							
Fund Name : General Fund							
Business Area : Houston Information Technology Services							
Fund No. /Bus Area No. : 1000 / 6800							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>HITS - Projects Group</b> <span style="float:right">680007</span>							
Responsible for business continuity and the development and implementation of IT policies, procedures and standards.	13.7	1,774,385	10.8	1,705,246	0.0	0	
This division has been reassigned to other divisions in FY2017.							
<b>Total</b>	<u>159.3</u>	<u>22,554,445</u>	<u>158.0</u>	<u>23,950,478</u>	<u>158.5</u>	<u>23,362,802</u>	

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues 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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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	566,470	767,664	803,519	1,549,488
Direct Interfund Services	54,240	91,488	91,488	131,856
Miscellaneous/Other	2,717	0	6,493	0
<b>Grand Total Revenues</b>	<u><u>623,427</u></u>	<u><u>859,152</u></u>	<u><u>901,500</u></u>	<u><u>1,681,344</u></u>

# 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.

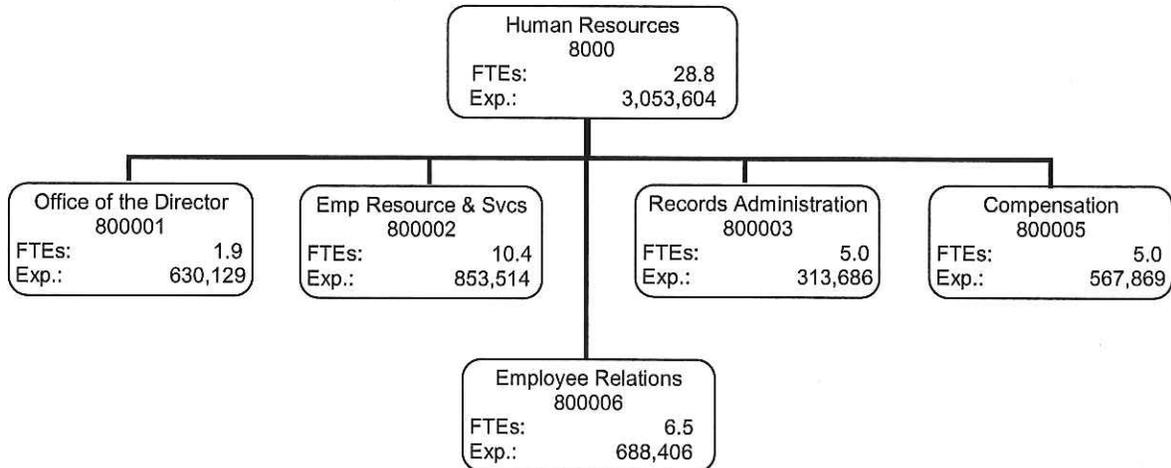
### Department Short Term Goals

- 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



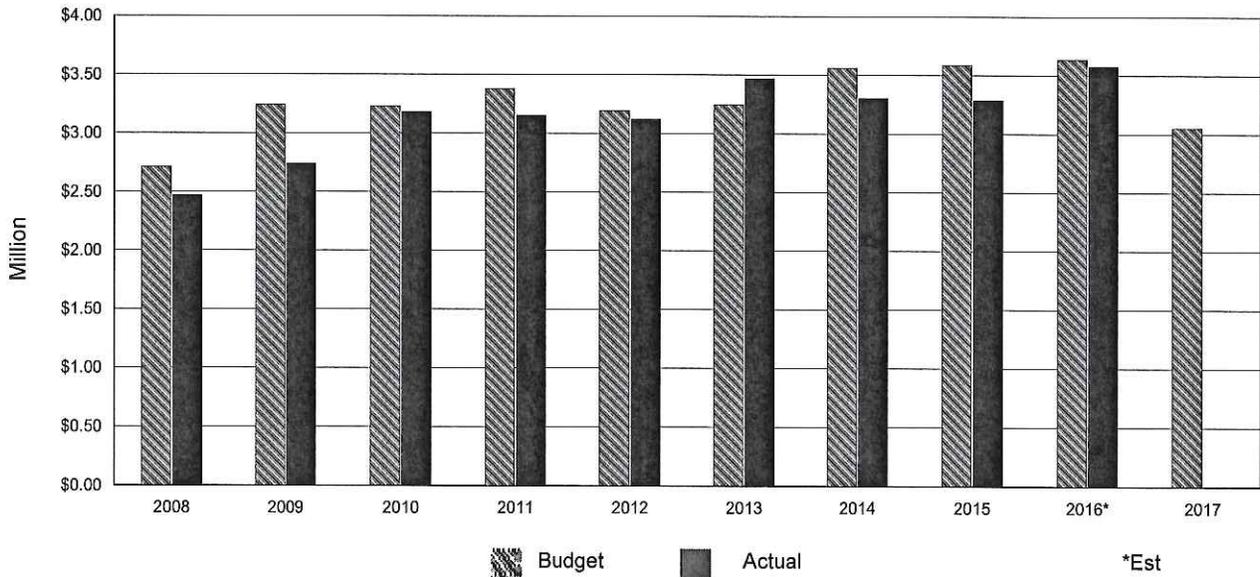
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	2,831,131	3,094,534	3,036,015	2,646,994
	Supplies	49,475	41,177	41,177	32,489
	Other Services and Charges	394,776	469,919	469,919	370,999
	Non-Capital Equipment	9,920	31,775	31,775	3,122
	Total M & O Expenditures	<u>3,285,302</u>	<u>3,637,405</u>	<u>3,578,886</u>	<u>3,053,604</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>3,285,302</u>	<u>3,637,405</u>	<u>3,578,886</u>	<u>3,053,604</u>
Revenues		73,984	10,000	11,879	10,000
Staffing	Full-Time Equivalents - Civilian	32.0	35.0	35.0	28.8
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	32.0	35.0	35.0	28.8
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o The FY2017 Budget includes a reduction of \$119,886 for department savings initiatives.				
	o Pursue and implement technological advances to improve operations, employee access/communications and transparency.				
	o In FY2017, the Classified Testing Division (CT) which provides classified officer selection mechanism and promotional testing services for the Houston Fire Department (HFD) and Houston Police Department (HPD) will be reported in the Central Service Revolving Fund (Fund 1002). This reporting will enhance transparency and consistency with the other centralized activities that the department managed.				

**Human Resources  
 Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

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

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Audit Active Personnel Files	10,160	16,519	24,778	20,000
Average Job Applications per Posting	N/A	75	80	80
Days to Fill (from the posting date)	37	37	35	35
Job Applications Processed	269,505	188,721	283,081	290,000
New Hires Activity	2,388	983	1,475	1,500
Participate In and Conduct Pay Structure Surveys	247	122	183	180
Total Positions Filled	4,287	3,017	4,500	4,500
Expenditures Adopted Budget vs Actual Utilization	91%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	1,233%	100%	119%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Human Resources</b> <b>Fund No. /Bus Area No. : 1000 / 8000</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Office of the Director 800001</b> Provides executive support and leadership to all the divisions of the department.	1.9	537,785	2.0	652,249	1.9	630,129	
<b>Employment Resource &amp; Services 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.	10.5	846,992	11.0	864,396	10.4	853,514	
<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.	4.9	300,750	5.0	319,461	5.0	313,686	
<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	552,497	5.0	560,446	5.0	567,869	
<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.	6.1	641,514	7.0	698,206	6.5	688,406	

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Human Resources</b> <b>Fund No. /Bus Area No. : 1000 / 8000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Classified Testing and Research 800007</b> 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.	3.6	405,764	5.0	484,128	0.0	0	
<b>Total</b>	<b>32.0</b>	<b>3,285,302</b>	<b>35.0</b>	<b>3,578,886</b>	<b>28.8</b>	<b>3,053,604</b>	

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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues Summary**

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

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	14,265	10,000	10,000	<b>10,000</b>
Miscellaneous/Other	59,719	0	1,879	<b>0</b>
<b>Grand Total Revenues</b>	<u><u>73,984</u></u>	<u><u>10,000</u></u>	<u><u>11,879</u></u>	<u><u>10,000</u></u>

## 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.

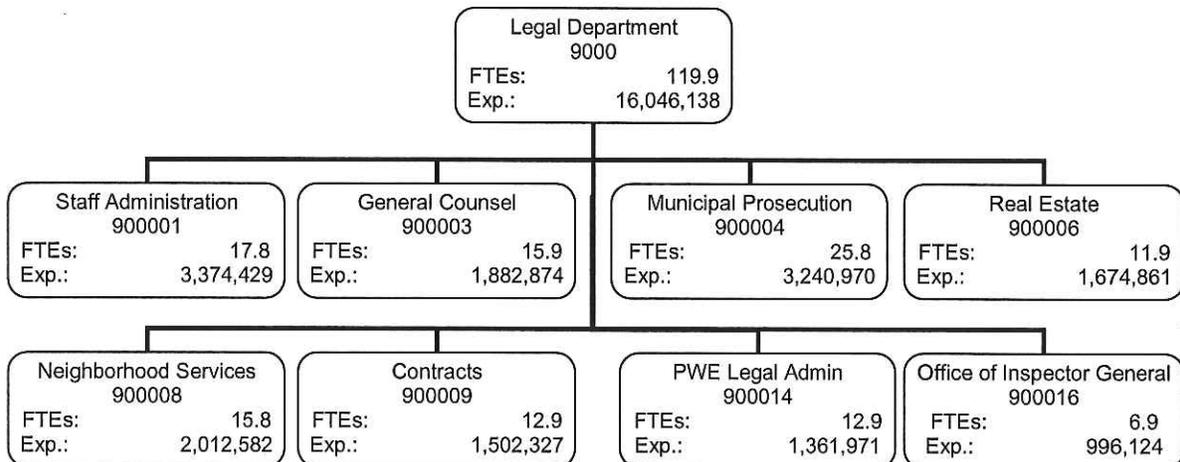
#### Department Short Term Goals

- 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



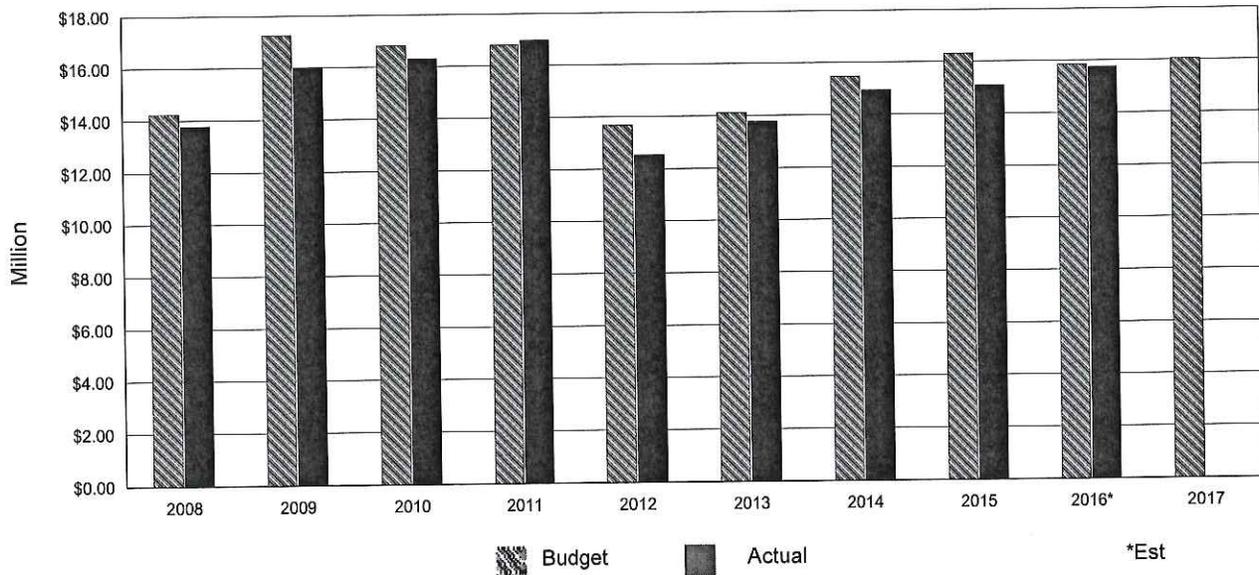
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : Legal  
 Fund No. /Bus. Area No. : 1000 / 9000

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	14,070,097	14,682,501	14,701,889	14,834,581
	Supplies	318,060	361,952	273,182	316,097
	Other Services and Charges	649,796	790,916	766,970	891,460
	Non-Capital Equipment	34,104	4,000	4,000	4,000
	Total M & O Expenditures	<u>15,072,057</u>	<u>15,839,369</u>	<u>15,746,041</u>	<u>16,046,138</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>15,072,057</u>	<u>15,839,369</u>	<u>15,746,041</u>	<u>16,046,138</u>
Revenues		1,421,907	1,230,291	1,231,841	1,424,005
Staffing	Full-Time Equivalent - Civilian	121.6	125.6	121.3	119.9
	Full-Time Equivalent - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalent - Cadets	0.0	0.0	0.0	0.0
	Total	<u>121.6</u>	<u>125.6</u>	<u>121.3</u>	<u>119.9</u>
	Full-Time Equivalent - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<p>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</p> <p>o The FY2017 Budget includes a reduction of \$310,700 for department savings initiatives.</p> <p>o Continue the Legal Department dangerous building voluntary owner compliance program that produced substantial financial savings to the City; FY2015 - 125 properties with estimated savings of \$2,500,000; FY2016 - estimate of 200 properties with potential savings of \$4,000,000, and FY2017 - 250 properties anticipated with potential savings of \$5,000,000.</p> <p>o Review all legislation filed during the 85th Legislative Session and aggressively oppose unfunded mandates impacting Houston.</p>				

**Legal  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

Fund Name : General Fund  
 Business Area : Legal  
 Fund No. /Bus. Area No. : 1000 / 9000

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Contracts Prepared	996	900	903	900
Deed Restriction Inquiries/Complaints/Opened Files	1,365	1,375	1,371	1,375
Deed Restriction Matters Closed without Litigation	719	730	726	730
Expenditures Adopted Budget vs Actual Utilization	91%	98%	97%	98%
Revenues Adopted Budget vs Actual Utilization	115%	100%	100%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b>							
<b>Business Area : Legal</b>							
<b>Fund No. /Bus Area No. : 1000 / 9000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	21.5	3,372,355	19.1	3,545,981	17.8	3,374,429	
<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.	14.9	1,667,204	15.6	1,816,686	15.9	1,882,874	
<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.	26.3	3,133,919	26.5	3,219,880	25.8	3,240,970	
<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	1,492,050	12.0	1,538,611	11.9	1,674,861	
<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.	17.2	2,142,287	16.5	2,193,114	15.8	2,012,582	
<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.	10.8	1,258,224	12.3	1,348,661	12.9	1,502,327	

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Legal</b> <b>Fund No. /Bus Area No. : 1000 / 9000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>LGL - PWE Legal Administration Section 900014</b> Captures the personnel costs 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.	11.2	1,087,112	11.7	1,161,134	12.9	1,361,971	
<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.	7.7	918,906	7.6	921,974	6.9	996,124	
<b>Total</b>	<b>121.6</b>	<b>15,072,057</b>	<b>121.3</b>	<b>15,746,041</b>	<b>119.9</b>	<b>16,046,138</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : General Fund  
**Business Area** : Legal  
**Fund No./Bus. Area No.** : 1000 / 9000

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Charges for Services	717	700	1,250	700
Direct Interfund Services	1,111,960	1,209,491	1,209,491	1,403,205
Miscellaneous/Other	309,230	20,100	21,100	20,100
<b>Grand Total Revenues</b>	<b><u>1,421,907</u></b>	<b><u>1,230,291</u></b>	<b><u>1,231,841</u></b>	<b><u>1,424,005</u></b>

## MAYOR'S OFFICE

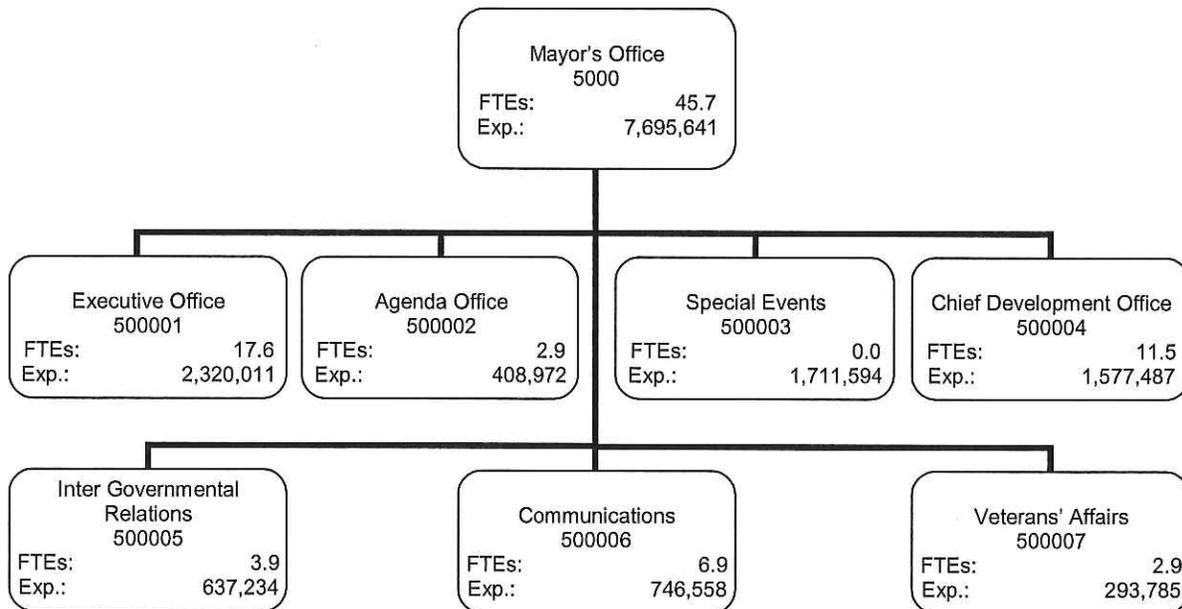
### Department Description and Mission

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

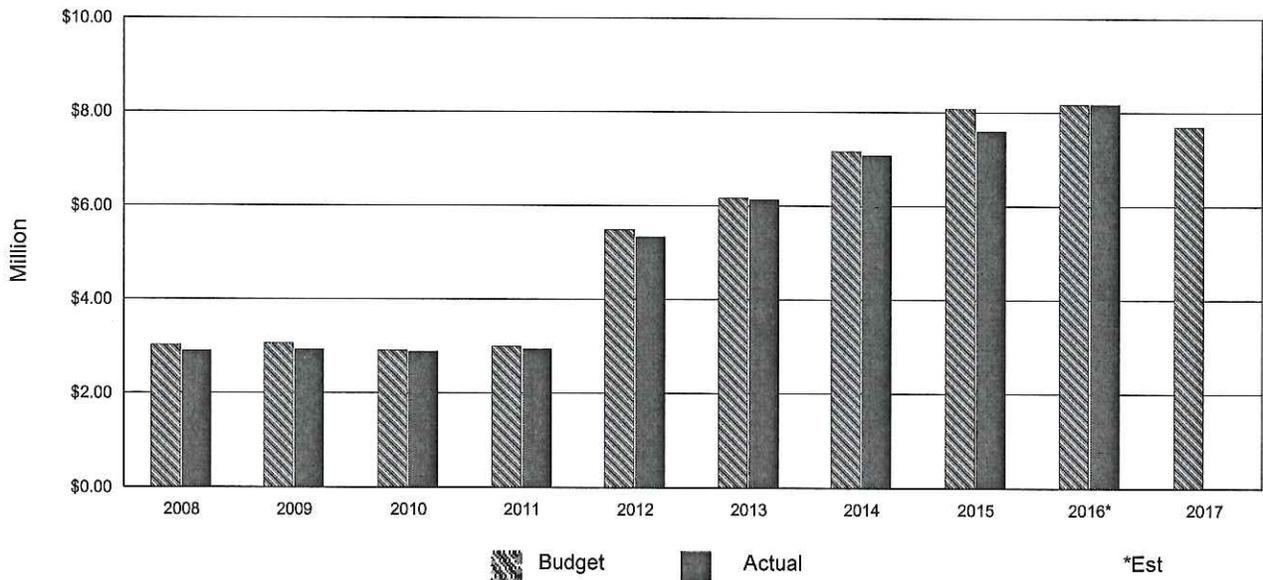


**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>Mayor's Office</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 5000</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	5,286,949	5,761,037	5,755,500	5,314,557
	Supplies	19,152	43,334	44,241	50,731
	Other Services and Charges	653,642	678,586	678,586	618,759
	Total M & O Expenditures	5,959,743	6,482,957	6,478,327	5,984,047
	Debt Service & Other Uses	1,640,507	1,681,489	1,686,119	1,711,594
	Total Expenditure	7,600,250	8,164,446	8,164,446	7,695,641
Revenues		16,989,037	18,235,000	21,318,038	20,483,724
Staffing	Full-Time Equivalents - Civilian	53.5	51.6	50.0	45.7
	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	53.5	51.6	50.0	45.7
	Full-Time Equivalents - Overtime	0.0	0.5	0.5	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits and pension contribution.</li> <li>o The FY2017 Budget includes a reduction of \$402,166 for department savings initiatives.</li> <li>o The FY2017 Budget includes government relations funding for the 85th Session of the Texas Legislature.</li> <li>o The FY2017 Budget includes the transfer of the Office of Sustainability from the Mayor's Office to the Administrative and Regulatory Affairs department.</li> <li>o The FY2017 Budget reflects the transfer of the Cultural Affairs Office to the Tourism Promotion Special Revenue Fund.</li> </ul>				

**Mayor's Office  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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.	19.0	2,065,140	18.0	2,642,905	17.6	2,320,011	
<b>Agenda Office 500002</b> Assists departments with creation and routing of agenda items in the electronic agenda system, reviews agenda items and coordinates their placement on the City Council agenda, assists City Secretary with posting of weekly agendas, manages communication of item details to Council and the public, and staffs the Mayor during Council meetings.	3.0	370,722	2.9	395,576	2.9	408,972	
<b>Special Events 500003</b> Produces, co-produces, and permits events that enhance the image of the City and highlights Houston's diverse culture.	0.0	1,640,975	0.0	1,686,119	0.0	1,711,594	
<b>Chief Development Office 500004</b> Promotes economic and community development through the use of a variety of tools. Develops, implements, and manages citywide policies and procedures for economic and community development programs such as Tax Increment Reinvestment Zones (TIRZ), tax abatements, the Land Assemblage Redevelopment Authority (LARA), and other innovative programs. Oversees the Mayor's Office of Trade and International Affairs and the Mayor's Homeless Initiatives.	13.0	1,451,614	12.5	1,555,568	11.5	1,577,487	
<b>Inter Government Relations 500005</b> Provides effective counsel and advocacy for the Mayor's policies and city operations before the federal and state government. Develops strategies to optimize the City's position, and carry out its agenda to protect the City's and community's interests. Serves as the City's central source of contact with public policy makers and government officials.	4.0	515,362	3.9	293,879	3.9	637,234	

**FISCAL YEAR 2017 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>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Communications 500006</b> Directs messaging strategy, manages all aspects of Mayor's Office of Communications and communications operations at the departmental level.	9.0	907,596	7.8	937,936	6.9	746,558	
<b>Veterans' Affairs 500007</b> Provides central coordination and support for Veterans service organizations in Houston. Assists Veterans and their families by providing guidance on health & education benefits, housing, employment, and other areas. Represents the Mayor and City of Houston at events. Serves as liaison to the VA Department (federal) and other governmental agencies serving veterans and the military.	3.0	207,150	2.9	266,459	2.9	293,785	
<b>Cultural Affairs 500008</b> Develops policies, oversees contracts for grants and cultural services, facilitates Civic Art, temporary art, donations to the City collection, community murals and special projects. In FY2017, this division is reported in Tourism Promotion Special Revenue Fund.	2.5	441,691	2.0	386,004	0.0	0	
<b>Total</b>	<b>53.5</b>	<b>7,600,250</b>	<b>50.0</b>	<b>8,164,446</b>	<b>45.7</b>	<b>7,695,641</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : General Fund  
**Business Area** : Mayor's Office  
**Fund No./Bus. Area No.** : 1000 / 5000

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Industrial Assessment	16,735,785	18,200,000	18,992,572	<b>18,042,943</b>
Licenses and Permits	5,000	35,000	54,000	<b>0</b>
Miscellaneous/Other	861	0	2,271,466	<b>2,440,781</b>
Other Resources	247,391	0	0	<b>0</b>
<b>Grand Total Revenues</b>	<b><u>16,989,037</u></b>	<b><u>18,235,000</u></b>	<b><u>21,318,038</u></b>	<b><u>20,483,724</u></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 providing small business development services and capacity building programs, as well as tracking progress towards departmental goals through metrics.

The primary services offered by OBO include the following:

**Certification Division:** Certifies businesses for participation on city and federally funded projects. Certifications includes Minority, Women, Small Business Enterprises, and Persons with Disabilities Business Enterprises (MWSBE and PDBE), as well as Disadvantaged Business Enterprises (DBE). They are collectively "certified firms", as a result of their certification; these businesses may be eligible to participate for goal credit on goal-oriented and regulated City contracts. The Certification Division may also designate a business as a part of the Hire Houston First Program, so the business may be eligible for a local preference in the awarding of City contracts.

**Contract Compliance Division:** Enforces local and federal labor standards requirements on contracts as well as monitors Equal Employment Opportunity laws compliance. In addition, monitors contracts to ensure that good faith efforts are made to meet MWDBE goals and meaningful participation by those groups.

**Department Services:** Evaluates MWBE goal waivers, proposed contract goals, and pre-award MWBE utilization plans. Assists departments with setting contract-specific goals based on market availability of certified firms and divisible work in each project. Facilitates the Department Services Training Institute that provides departments with information about common compliance issues and best practices.

**External Affairs and OBO Solutions Center:** Organizes events to raise awareness of City contract opportunities. Sends out quarterly newsletter and promotes certification to eligible firms. Evaluates the pool of certified firms to promote their utilization on upcoming City of Houston contracts, provides assistance, and facilitates business development programs for certified firms. Additionally, they provide free assistance, counseling, financial advice, and business training workshops for any entrepreneur, small business or individual that would like to obtain information on how to start, own, and operate their own business.

#### Department Short Term Goals

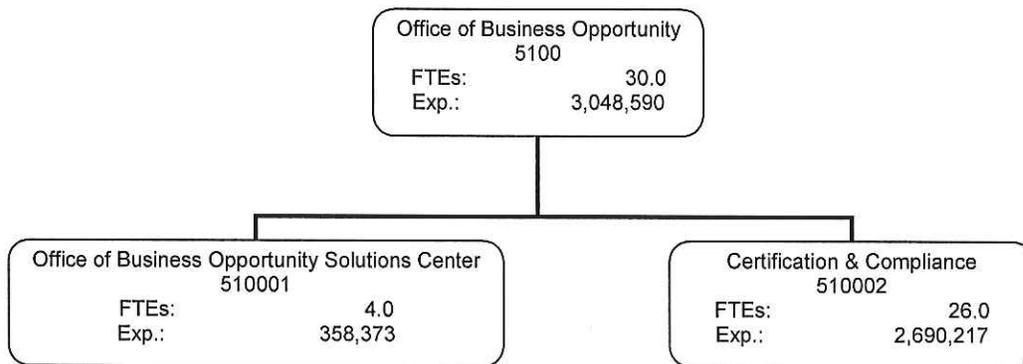
- Update internal policies and procedures to include current and best practices.
- Enhance existing and create new analytical tools and reports to ensure transparency.
- Engage contracting departments in the contract monitoring process to optimize efficacy and address limited staffing resources.

- Augment and enhance existing capacity building initiatives.
- Increase program visibility through a targeted marketing plan and outreach efforts.
- Increase use of online application process for certifying applicants for better management of the application pipeline.
- Engage all necessary internal and external partners/stakeholders to conduct a disparity study in the area of Professional Services, Goods & Non-Professional Services and Construction.
- In collaboration with Houston Public Library and Capital One Bank, the Office of Business Opportunity will launch the fourth annual Liffott Houston Business Plan Competition. In its fourth year, Liffott Houston will expand its workshops to include online offerings in various topics.

**Department Long Term Goals**

- Reduce our carbon print by leveraging all the features of our contract management and labor compliance systems to transition to a paperless office system for our certification and contract compliance functions.
- Explore whether nominal fees should be charged to businesses for our services, for example local certification application and/or recertification.
- Maximize the use of the existing contract management system to improve work performance and leverage reporting function.
- Provide external stakeholders easy access to expanded contract information.

## Department Organization



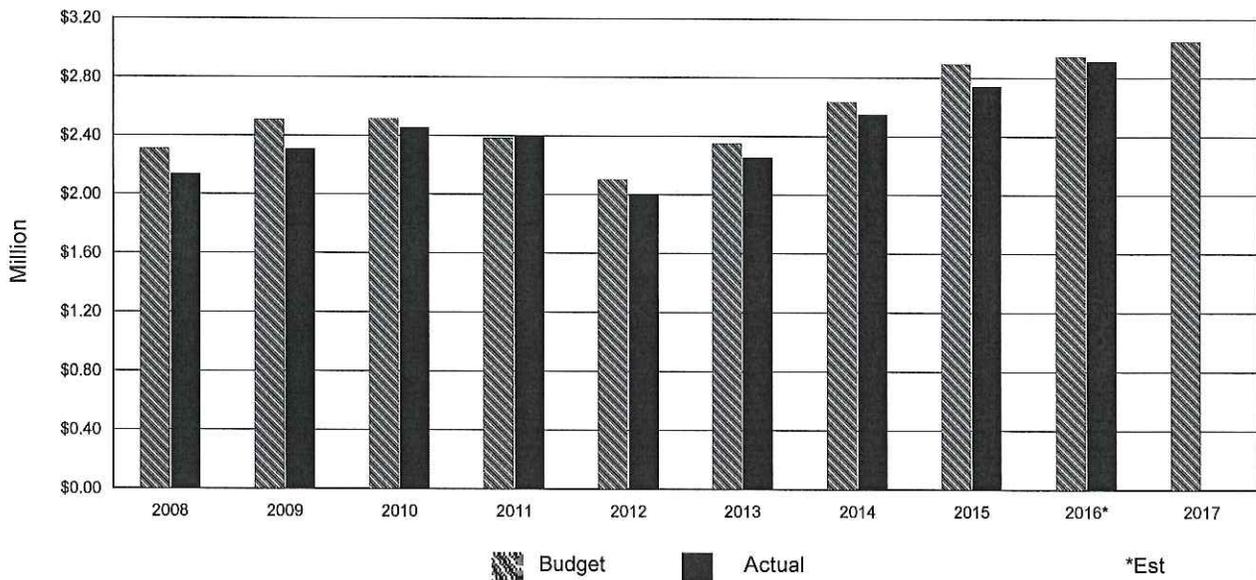


**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>General Fund</b>			
<b>Business Area</b> :		<b>Office of Business Opportunity</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1000 / 5100</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	2,388,074	2,579,437	2,546,167	2,683,581
	Supplies	30,153	22,807	22,808	25,238
	Other Services and Charges	324,925	344,851	344,205	339,771
	Total M & O Expenditures	<u>2,743,152</u>	<u>2,947,095</u>	<u>2,913,180</u>	<u>3,048,590</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>2,743,152</u>	<u>2,947,095</u>	<u>2,913,180</u>	<u>3,048,590</u>
Revenues		120,828	121,905	122,605	124,835
Staffing	Full-Time Equivalents - Civilian	28.1	30.0	30.0	30.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	28.1	30.0	30.0	30.0
	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 FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o Promote Mayoral priorities and build out initiatives to support vendor services to include capacity building programs, technical assistance, access to city, public, and private partnerships.</li> <li>o Market and promote the City's 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.</li> </ul>				

**Office of Business Opportunity  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : General Fund</b> <b>Business Area : Office of Business Opportunity</b> <b>Fund No. /Bus. Area No. : 1000 / 5100</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Certification Processing Timeframe (days)	25	30	30	90
MWSBE Contract Participation % - Construction	27%	34%	34%	34%
MWSBE Contract Participation % - Professional Services	21%	24%	24%	24%
MWSBE Contract Participation % - Purchasing	13%	11%	11%	11%
Total Certified Firms	2,622	2,900	2,900	3,100
Total Hire Houston First Designations	1,842	2,225	2,225	2,500
Expenditures Adopted Budget vs Actual Utilization	96%	98%	99%	98%
Revenues Adopted Budget vs Actual Utilization	111%	100%	101%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area : Office of Business Opportunity</b> <b>Fund No. /Bus Area No. : 1000 / 5100</b>							
<b>Division Description</b>		<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>OBO Solutions Center</b>	<b>510001</b>						
The OBO Solutions Center, formerly the Houston Business Solutions Center, provides free business assistance and monitors business creation and job development by systematically tracking clients.		4.3	298,541	4.0	288,150	4.0	358,373
<b>Certification &amp; Compliance</b>	<b>510002</b>						
The Certification and Compliance Division consists of Certification, Contract Compliance, Department Services, and Administration.		23.8	2,444,611	26.0	2,625,030	26.0	2,690,217
<b>Total</b>		<b>28.1</b>	<b>2,743,152</b>	<b>30.0</b>	<b>2,913,180</b>	<b>30.0</b>	<b>3,048,590</b>

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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues Summary**

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Fund Name : General Fund  
Business Area : Office of Business Opportunity  
Fund No./Bus. Area No. : 1000 / 5100

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	2,111	200	900	900
Direct Interfund Services	84,200	86,705	86,705	88,935
Miscellaneous/Other	34,517	35,000	35,000	35,000
<b>Grand Total Revenues</b>	<u><u>120,828</u></u>	<u><u>121,905</u></u>	<u><u>122,605</u></u>	<u><u>124,835</u></u>



## 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, Municipal Service Fees - TIRZ, one time sale of land, 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 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.
- 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.:	185,877,435

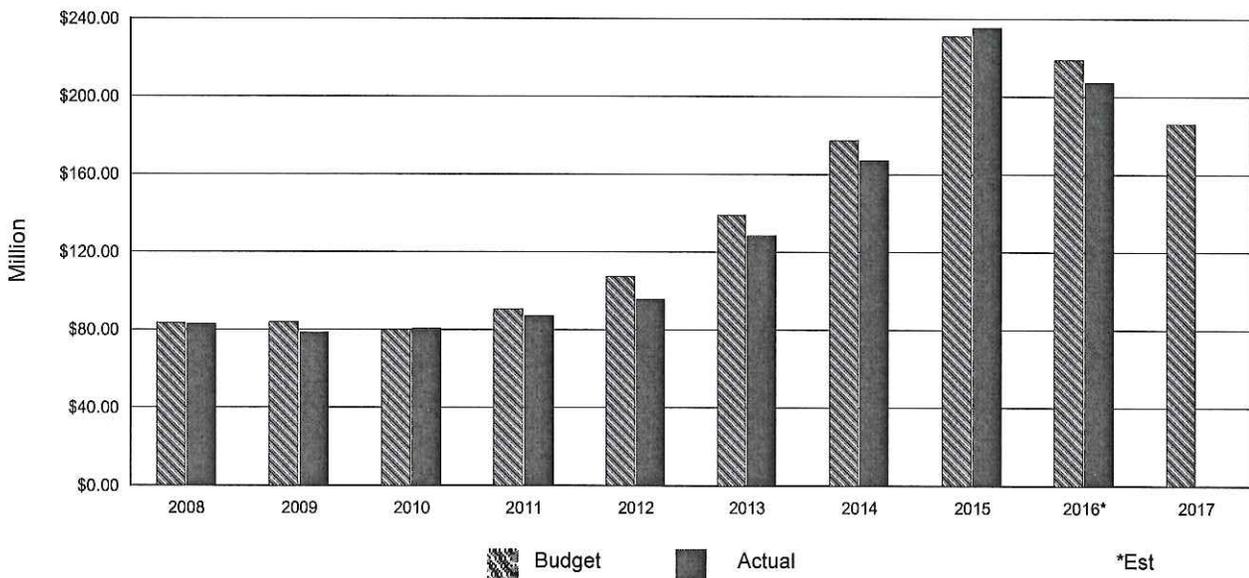
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : General Fund  
**Business Area** : General Government  
**Fund No. /Bus. Area No.** : 1000 / 9900

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	11,059,156	12,789,776	12,789,776	<b>13,223,523</b>
	Other Services and Charges	109,927,961	131,135,183	119,454,407	<b>98,371,683</b>
	Equipment	6,661,169	0	0	<b>0</b>
	Total M & O Expenditures	<u>127,648,286</u>	<u>143,924,959</u>	<u>132,244,183</u>	<u><b>111,595,206</b></u>
	Debt Service & Other Uses	<u>107,810,950</u>	<u>74,884,463</u>	<u>74,884,463</u>	<u><b>74,282,229</b></u>
	Total Expenditure	<u>235,459,236</u>	<u>218,809,422</u>	<u>207,128,646</u>	<u><b>185,877,435</b></u>
Revenues		107,196,231	67,321,357	79,028,432	<b>78,004,603</b>
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u><b>0.0</b></u>
	Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u><b>0.0</b></u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	<p>The FY2017 Budget includes:</p> <ul style="list-style-type: none"> <li>o Limited Purpose Annexation Sales Tax payments of \$52.3 million.</li> <li>o Transfer of \$24 million to the Houston Forensic Science Local Government Corporation (LGC).</li> <li>o \$23 million for 380 payments (\$8.5 million Bayou Greenways 2020).</li> <li>o \$17.9 million for transfer to the Maintenance Renewal and Replacement Special Revenue Fund (Fund 2105).</li> <li>o \$1.6 million for Houston Recovery Center.</li> <li>o \$1.5 million for the City of Houston Youth Summer Jobs Program (SJP).</li> </ul> <p>In FY2017, contribution for arts (19.3% of Hotel Occupancy Tax), promotion, and protocol office will be managed directly in the Tourism Promotion Special Revenue Fund (Fund 2429) reducing expenditures by \$18.7 million.</p>				

**General Government  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name : General Fund**  
**Business Area : General Government**  
**Fund No./Bus. Area No. : 1000 / 9900**

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Electric Franchise	1,392,792	1,390,006	1,390,006	<b>1,012,011</b>
Intergovernmental	10,102,797	11,599,476	11,622,430	<b>30,156,415</b>
Charges for Services	284,564	261,000	390,182	<b>386,272</b>
Indirect Interfund Services	22,049,091	23,502,375	23,542,375	<b>21,907,355</b>
Miscellaneous/Other	5,171,916	1,760,000	14,008,339	<b>1,960,000</b>
Other Resources	68,195,071	28,808,500	28,075,100	<b>22,582,550</b>
<b>Grand Total Revenues</b>	<b><u>107,196,231</u></b>	<b><u>67,321,357</u></b>	<b><u>79,028,432</u></b>	<b><u>78,004,603</u></b>



**VIII. DEBT SERVICE AND  
PAYGO CAPITAL**

## **GENERAL FUND 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 2017 BUDGET**

**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area : General Debt Service  
 Fund No. /Bus. Area No. : 1000 / 9700

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Other Adjustments	0	27,758,000	27,758,000	<b>(23,544,022)</b>
	Captured Revenue Transfer to DDSRF	0	22,288,000	22,288,000	<b>34,741,000</b>
	Trans to PIB Bonds Debt Service	264,500,000	295,954,000	295,954,000	<b>281,959,000</b>
	Debt Service & Other Uses	264,500,000	346,000,000	346,000,000	<b>293,155,978</b>
	<b>Total Expenditure</b>	<b>264,500,000</b>	<b>346,000,000</b>	<b>346,000,000</b>	<b>293,155,978</b>

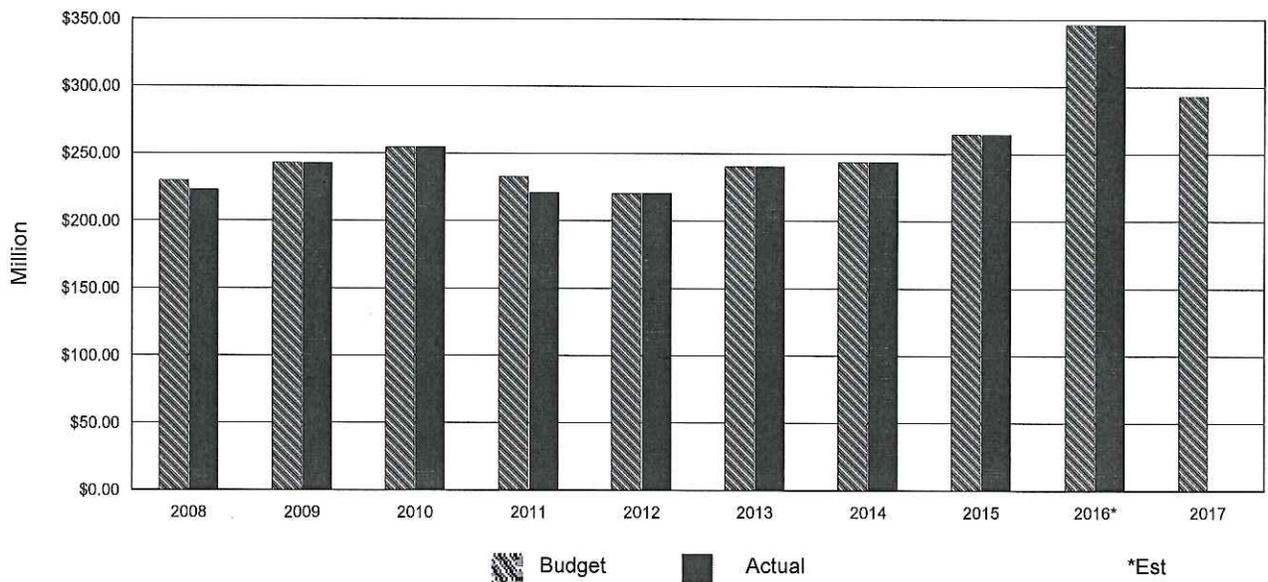
Revenues	(550)	0	0	0
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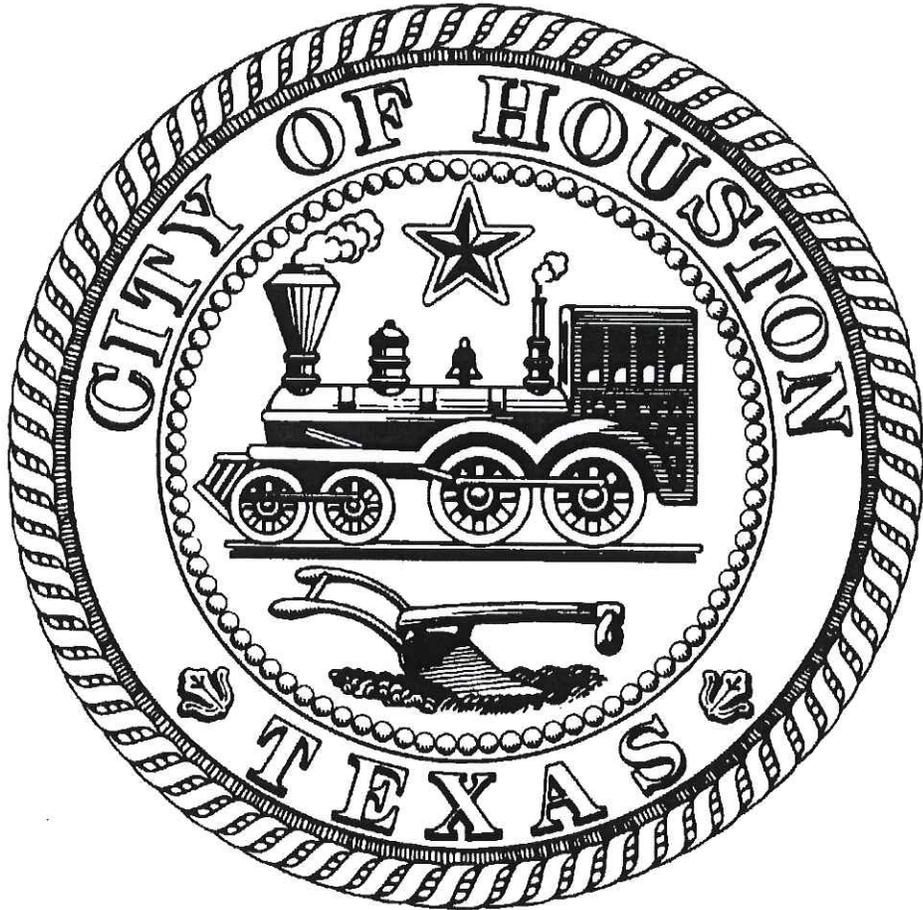
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Overtime	0	0	0	0

**Significant Budget Changes and Highlights**

- o In FY2016, the City refinanced debt across all credits, achieving an estimated present value savings of \$176 million.
- o On March 16, 2016, Moody's Investors Service downgraded the City of Houston's, TX General Obligation Limited Tax long term rating to Aa3 from Aa2; outlook is negative.
- o On March 18, 2016, Standard & Poor's downgraded the Houston, Texas General Obligation long term rating to AA from AA+; outlook is negative.
- o On April 26, 2016, Fitch Ratings affirmed the Houston, Texas General Obligation long term rating of a AA; outlook is stable.
- o Other Adjustments in FY2016 includes transfer to special fund and FY2017 includes debt prepayment from the Building Inspection Fund.

**General Debt Service  
Current Budget vs Actual Expenditures**







## ENTERPRISE FUNDS

Aviation Fund.....	IX - 2
Airport Capital Outlay Fund .....	IX - 10
Convention and Entertainment Facilities .....	IX - 16
Facilities Operating Fund .....	IX - 17
Combined Utility System .....	IX - 22
Water and Sewer Operating Fund .....	IX - 24
Combined Utility System Operating Fund.....	IX - 30
Combined Utility System General Purpose Fund .....	IX - 34
Dedicated Drainage and Street Renewal Fund*.....	IX - 40
Storm Water Fund*.....	IX - 48

\*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 establish Houston as a five-star global air service gateway where the magic of flight is celebrated.

The core values of HAS are Relationships, Innovation, Service and Excellence (R.I.S.E.).

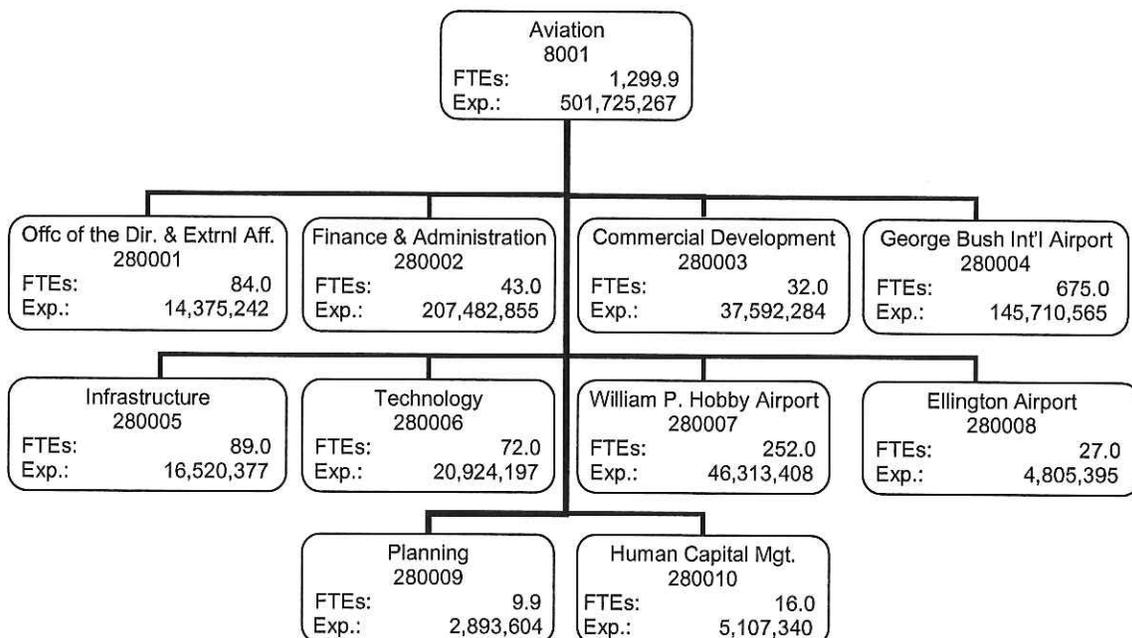
#### Short-Term Goals

- Open Terminal C-North concourse in Spring of 2017.
- Implement a mobile app to provide passengers on-demand information.
- Award and implement IAH Terminal Redevelopment Program (ITRP) front-end contracts.
- Secure tenants for the Houston Aerospace Support Center (HASC) in support of the Houston Spaceport at Ellington Airport (EFD).
- Maintain actual debt service coverage ratio of at least 1.5x. (This is the ratio of revenues available annually for debt service payments over the total debt service payment.)

#### Long-Term Goals

- Expand services to enhance the passenger experience.
- Provide additional gates and enhance passenger experience through the IAH Terminal Redevelopment Program (ITRP).
- Pursue phase I development of the Houston Spaceport.
- Maintain airline cost per enplaned passenger (CPE) within levels that will keep George Bush Intercontinental Airport (IAH) and William P. Hobby Airport (HOU) competitive with peer airports.
- Maintain debt service coverage ratio of at least 1.5x.

### Department Organization



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	495,283,621	495,283,621	501,725,267
Total Available Resources	<u>495,283,621</u>	<u>495,283,621</u>	<u>501,725,267</u>
Maintenance and Operations	288,813,964	288,813,964	309,687,924
Debt Services	107,607,207	107,607,207	145,556,300
Renewal / Replacement Cap. Exps.	2,705,000	2,705,000	0
System Improvements	96,050,950	96,050,950	46,374,543
Other Interest	106,500	106,500	106,500
Total Expenditures	<u>495,283,621</u>	<u>495,283,621</u>	<u>501,725,267</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>495,283,621</u></u>	<u><u>495,283,621</u></u>	<u><u>501,725,267</u></u>

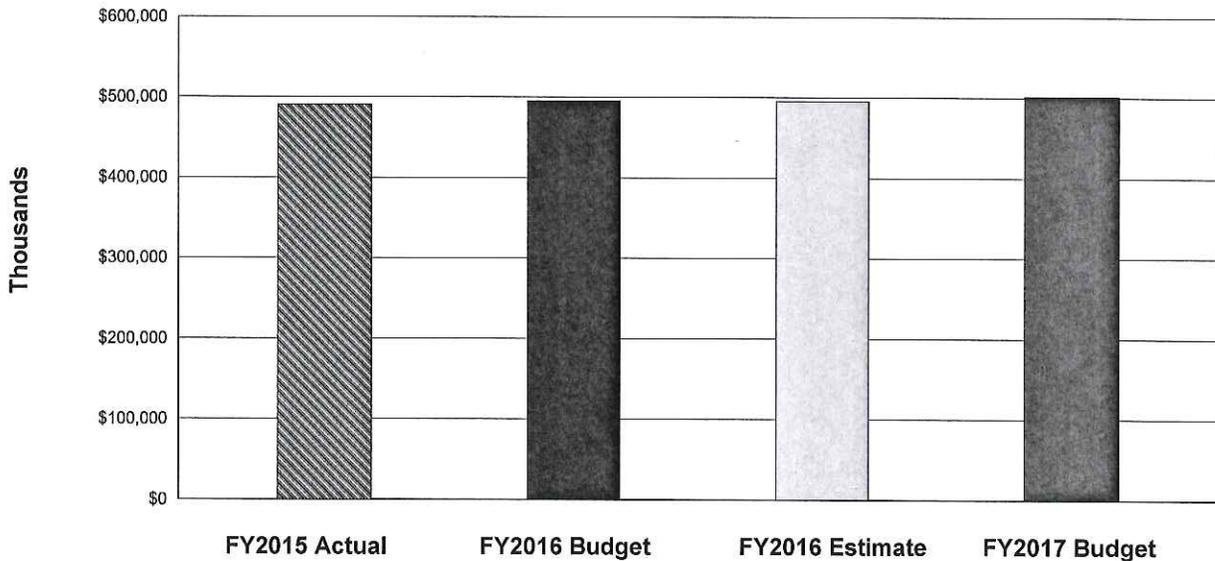


**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>HAS-Revenue Fund</b>			
<b>Business Area</b> :		<b>Houston Airport System</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>8001 / 2800</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	114,946,785	102,553,876	102,553,876	<b>114,613,888</b>
	Supplies	7,933,584	8,809,270	8,809,270	<b>9,562,512</b>
	Other Services and Charges	159,218,429	175,865,231	175,865,231	<b>183,349,234</b>
	Non-Capital Equipment	1,352,183	1,585,587	1,585,587	<b>2,162,290</b>
	Total M & O Expenditures	<u>283,450,981</u>	<u>288,813,964</u>	<u>288,813,964</u>	<u><b>309,687,924</b></u>
	Debt Service & Other Uses	207,159,135	206,469,657	206,469,657	<b>192,037,343</b>
	Total Expenditure	<u>490,610,116</u>	<u>495,283,621</u>	<u>495,283,621</u>	<u><b>501,725,267</b></u>
Revenues		490,648,294	495,283,621	495,283,621	<b>501,725,267</b>
Staffing	Full-Time Equivalents - Civilian	1,221.0	1,227.5	1,227.5	<b>1,299.9</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	<u>1,221.0</u>	<u>1,227.5</u>	<u>1,227.5</u>	<u><b>1,299.9</b></u>
	Full-Time Equivalents - Overtime	71.8	54.6	54.6	<b>33.8</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o Increased operating expenses related to the full year impact of operating the international concourse at William P. Hobby Airport (HOU).</li> <li>o Increased operating expenses related to the opening of Ecopark 2 at IAH (which will add over 2,000 covered parking spaces) and the new garage at HOU (which will net an increase of nearly 1,000 new parking spaces along with a location system for individual parking spots).</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</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>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Airline Costs per Enplaned Passenger (CPE) for HOU	\$6.44	\$6.64	\$6.54	\$7.02
Airline Costs per Enplaned Passenger (CPE) for IAH	\$10.60	\$10.75	\$10.45	\$10.65
Passengers Clearing Customs and Border Protection within 30 Minutes (HOU)	N/A	80%	95%	90%
Passengers Clearing Customs and Border Protection within 30 Minutes (IAH)	N/A	80%	80%	80%
Passengers Clearing TSA within 12 Minutes (HOU)	N/A	95%	99%	95%
Passengers Clearing TSA within 12 Minutes (IAH)	N/A	95%	95%	95%
Expenditures Adopted Budget vs Actual Utilization	102%	98%	99%	98%
Revenues Adopted Budget vs Actual Utilization	102%	100%	99%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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> The Office of the Director consists of the Director's Office, Safety & Emergency Management, Internal Audit, Activation Team, IAH Terminal Redevelopment Program (ITRP), Municipal & Community Affairs, Supply Chain Management, External Affairs, and the Office of Business Opportunity .	85.8	13,862,359	78.0	13,648,485	<b>84.0</b>	<b>14,375,242</b>	
<b>Finance &amp; Administration 280002</b> The Finance and Administration Division consists of Finance & Accounting, Corporate Services and Corporate Strategy. Finance and Administration exists to ensure that Houston Airport System (HAS) generates the financial resources necessary to provide the facilities and services that passengers want.	60.6	236,543,757	34.0	222,271,724	<b>43.0</b>	<b>207,482,855</b>	
<b>Commercial Development 280003</b> The Commercial Development Division plans and directs parking facilities and products, concession programs, real estate, air service development, and marketing to maximize customers choices, experiences, and grow non-airline revenue.	27.0	28,494,958	26.0	30,732,147	<b>32.0</b>	<b>37,592,284</b>	
<b>George Bush Intercontinental Airport 280004</b> The George Bush Intercontinental Airport (IAH) Division 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.	632.1	131,395,324	634.0	137,566,040	<b>675.0</b>	<b>145,710,565</b>	
<b>Infrastructure 280005</b> The Infrastructure Division is responsible for planning, designing, constructing, and maintaining all Houston Airport System (HAS) physical infrastructure and corresponding policies, while consistently providing a world-class airside airport. This division constantly monitors all landside facilities, which continue to be developed and maintained to optimize sustainability and life-cycle costs.	76.2	17,441,364	92.0	20,004,110	<b>89.0</b>	<b>16,520,377</b>	
<b>Technology 280006</b> The Technology Division exists to provide technology systems and information desired by travelers and business partners.	60.3	15,464,389	81.0	15,902,555	<b>72.0</b>	<b>20,924,197</b>	

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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> The William P. Hobby Airport (HOU) Division 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.	232.0	37,766,275	231.5	44,045,951	252.0	46,313,408	
<b>Ellington Airport 280008</b> The Ellington Airport (EFD) Division provides a safe, secure and efficient airport focusing 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.	26.4	3,970,423	27.0	4,291,082	27.0	4,805,395	
<b>Planning 280009</b> The Planning Division monitors current and then projects future capital assets needed by the Houston Airport System (HAS) to meet the demands associated with increased passenger and air carrier operational levels.	8.2	1,390,903	10.0	3,023,860	9.9	2,893,604	
<b>Human Capital Management 280010</b> The Human Capital Management Division serves the customer by focusing on HAS most valuable asset - its team members.	12.4	4,280,364	14.0	3,797,667	16.0	5,107,340	
<b>Total</b>	<b>1,221.0</b>	<b>490,610,116</b>	<b>1,227.5</b>	<b>495,283,621</b>	<b>1,299.9</b>	<b>501,725,267</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Intergovernmental	3,998	0	0	0
Charges for Services	475,495,994	485,724,815	485,724,815	<b>494,977,871</b>
Other Fines and Forfeits	96	48	48	0
Interest	6,014,494	6,950,000	6,950,000	<b>6,450,000</b>
Miscellaneous/Other	8,308,808	1,763,102	1,763,102	<b>297,396</b>
Other Resources	824,904	845,656	845,656	0
<b>Grand Total Revenues</b>	<b><u>490,648,294</u></b>	<b><u>495,283,621</u></b>	<b><u>495,283,621</u></b>	<b><u>501,725,267</u></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).

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**FISCAL YEAR 2017 BUDGET**

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**Fund 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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	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	21,372,927	6,872,164	10,565,092
Total Available Resources	<u>21,372,927</u>	<u>6,872,164</u>	<u>10,565,092</u>
Maintenance and Operations	21,372,927	6,872,164	10,565,092
Total Expenditures	<u>21,372,927</u>	<u>6,872,164</u>	<u>10,565,092</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>21,372,927</u></u>	<u><u>6,872,164</u></u>	<u><u>10,565,092</u></u>



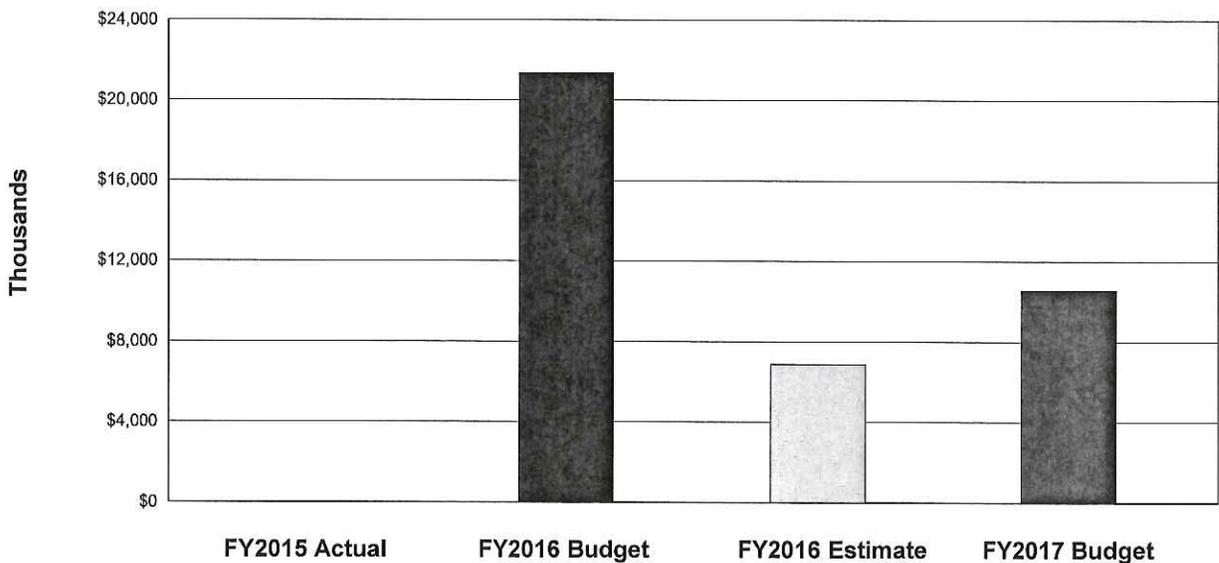
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Other Services and Charges	0	61,000	0	0
	Equipment	0	21,311,927	6,872,164	10,565,092
	Total M & O Expenditures	0	21,372,927	6,872,164	10,565,092
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	0	21,372,927	6,872,164	10,565,092
Revenues		0	21,372,927	6,872,164	10,565,092
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 FY2017 Budget includes approximately \$7.1 million of FY2015 and FY2016 carryovers for vehicles that will not be received before June 30, 2016.</li> <li>o The largest contributors to the FY2017 Budget are: vehicles related to safety and security at the Houston Airport System (HAS), vehicles to support Houston Police Department (HPD) for \$852,000 and vehicles to support Aircraft Rescue and Fire Fighting (ARFF) for \$7,437,000.</li> </ul>				

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



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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues 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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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Other Resources	0	21,372,927	6,872,164	10,565,092
<b>Grand Total Revenues</b>	<b><u>0</u></b>	<b><u>21,372,927</u></b>	<b><u>6,872,164</u></b>	<b><u>10,565,092</u></b>



## **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 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	51,688,699	51,688,699	<b>52,059,882</b>
Current Revenues	106,147,484	102,939,098	<b>99,253,937</b>
Total Available Resources	<u>157,836,183</u>	<u>154,627,797</u>	<b>151,313,819</b>
Maintenance and Operations	316,087	344,500	<b>424,844</b>
Debt Services	104,050,402	100,843,415	<b>97,040,654</b>
Other Interfund Transfers	1,380,000	1,380,000	<b>1,490,000</b>
Total Expenditures	<u>105,746,489</u>	<u>102,567,915</u>	<b>98,955,498</b>
Planned Ending Fund Balance	<u>52,089,694</u>	<u>52,059,882</u>	<b>52,358,321</b>
Total Budget	<u><u>157,836,183</u></u>	<u><u>154,627,797</u></u>	<b><u><u>151,313,819</u></u></b>

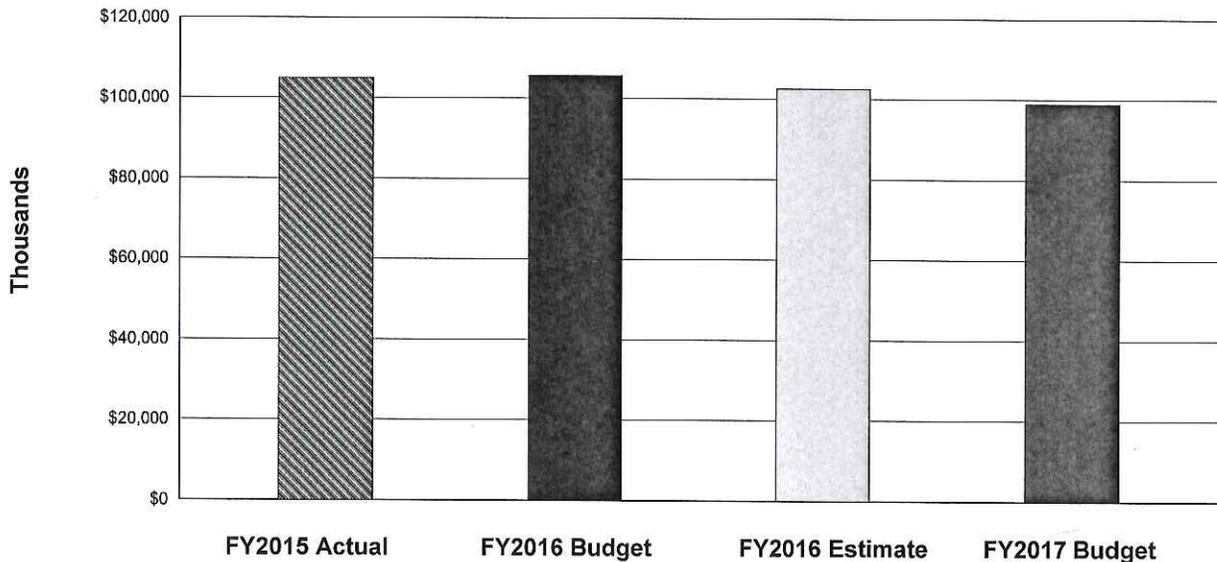


**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>C&amp;E - Facility Operating Fund</b>			
<b>Business Area</b> :		<b>Convention &amp; Entertainment</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>8601 / 4200</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	504,371	190,587	219,000	<b>293,144</b>
	Other Services and Charges	128,364	125,500	125,500	<b>131,700</b>
	Total M & O Expenditures	632,735	316,087	344,500	<b>424,844</b>
	Debt Service & Other Uses	104,297,721	105,430,402	102,223,415	<b>98,530,654</b>
	Total Expenditure	104,930,456	105,746,489	102,567,915	<b>98,955,498</b>
Revenues		101,230,549	106,147,484	102,939,098	<b>99,253,937</b>
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	<p>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.</p>				

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



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : C&amp;E - Facility Operating Fund</b> <b>Business Area : Convention &amp; Entertainment</b> <b>Fund No. /Bus Area No. : 8601 / 4200</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>George R Brown Convention Center 420001</b> A multi-pupose facility that hosts national conventions, trade shows, consumer shows, corporate meetings and religious meetings.	0.0	26,128,659	0.0	25,265,809	0.0	26,824,005	
<b>Theater District Facilities 420002</b> 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	46,027	0.0	70,040	0.0	115,535	
<b>Administration Costs 420005</b> Responsible for the administration of the City's Interlocal Agreement with Houston First Corporation (HFC), primarily the pledged hotel occupancy tax (HOT) and parking revenues and debt-related expenses.	0.0	78,755,770	0.0	77,232,066	0.0	72,015,958	
<b>Total</b>	<b>0.0</b>	<b>104,930,456</b>	<b>0.0</b>	<b>102,567,915</b>	<b>0.0</b>	<b>98,955,498</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Charges for Services	12,389,885	11,805,901	12,398,915	<b>12,412,354</b>
Other Fines and Forfeits	(3,699,405)	0	0	<b>0</b>
Interest	293,899	300,000	298,600	<b>300,000</b>
Miscellaneous/Other	297,745	291,583	291,583	<b>291,583</b>
Other Resources	1,236,995	0	0	<b>0</b>
Other Tax	90,711,430	93,750,000	89,950,000	<b>86,250,000</b>
<b>Grand Total Revenues</b>	<b><u>101,230,549</u></b>	<b><u>106,147,484</u></b>	<b><u>102,939,098</u></b>	<b><u>99,253,937</u></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.

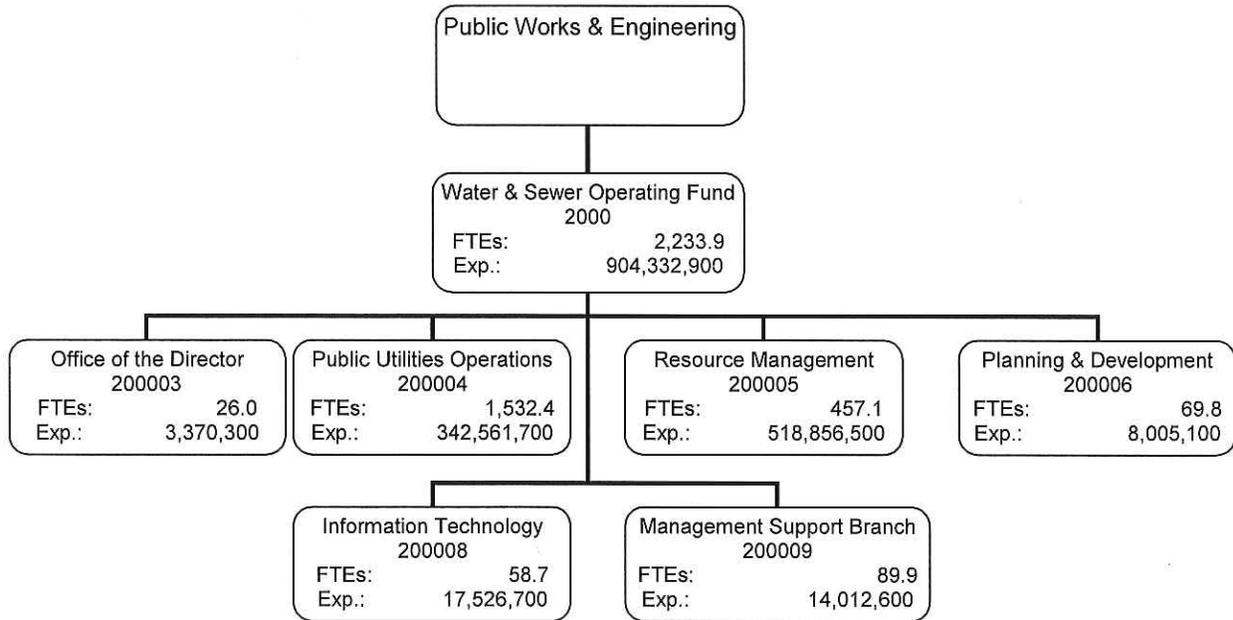
#### Department Short Term Goals:

- 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) Partnership for Safe Water 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.
- Implement a new network operations center that ensures a highly secure and reliable application infrastructure, network infrastructure and support services.
- 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 PWE divisions.

# COMBINED UTILITY SYSTEM Department Organization



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**FISCAL YEAR 2017 BUDGET**

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**Fund Summary**

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

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	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	41,746,342	41,746,342	229,975,404
Provision for Bad Debt	0	0	0
Current Revenues	1,072,588,400	1,059,588,600	1,072,122,400
Total Available Resources	<u>1,114,334,742</u>	<u>1,101,334,942</u>	<u>1,302,097,804</u>
Maintenance and Operations	500,956,100	470,979,946	463,768,900
Debt Services	0	0	0
Operating Transfers	416,658,100	400,379,592	440,564,000
Total Expenditures	<u>917,614,200</u>	<u>871,359,538</u>	<u>904,332,900</u>
Planned Ending Fund Balance	<u>196,720,542</u>	<u>229,975,404</u>	<u>397,764,904</u>
Total Budget	<u><u>1,114,334,742</u></u>	<u><u>1,101,334,942</u></u>	<u><u>1,302,097,804</u></u>

**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	162,186,041	179,831,100	171,316,214	187,464,500
	Supplies	44,865,240	44,869,000	43,731,637	44,095,800
	Other Services and Charges	208,871,757	271,554,900	251,320,065	229,650,100
	Equipment	21,000	1,068,300	756,300	203,200
	Non-Capital Equipment	3,124,103	3,632,800	3,855,730	2,355,300
	Total M & O Expenditures	419,068,141	500,956,100	470,979,946	463,768,900
	Debt Service & Other Uses	368,499,491	416,658,100	400,379,592	440,564,000
	Total Expenditure	787,567,632	917,614,200	871,359,538	904,332,900

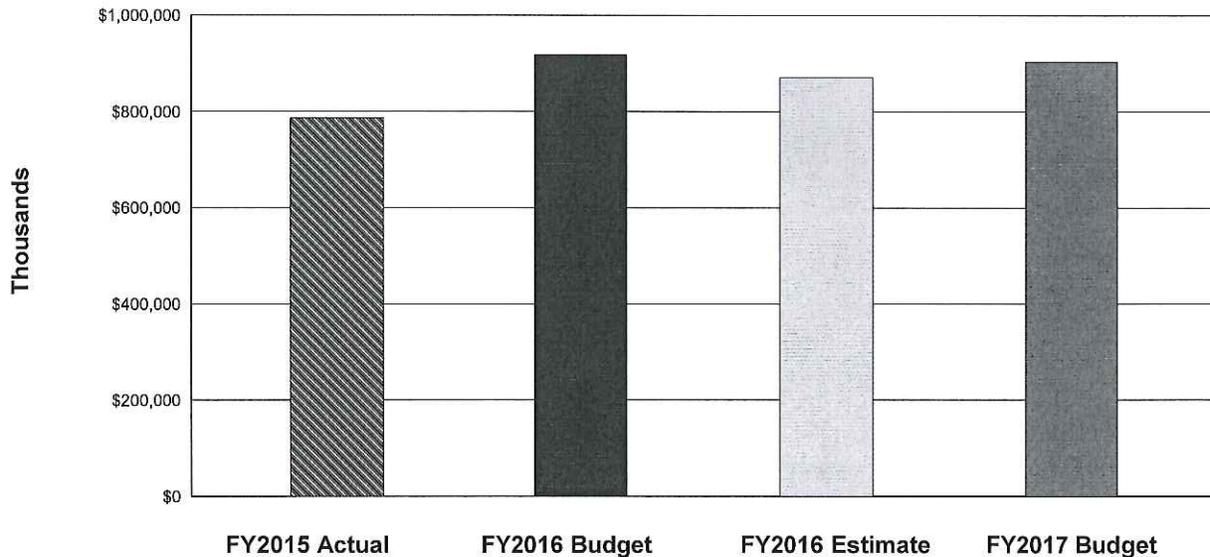
Revenues	948,793,283	1,072,588,400	1,059,588,600	1,072,122,400
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Staffing	Full-Time Equivalents - Civilian	2,014.3	2,225.9	2,078.8	2,233.9
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	2,014.3	2,225.9	2,078.8	2,233.9
	Full-Time Equivalents - Overtime	151.9	103.1	123.6	123.5

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o Chemical increase of \$1.1 million from FY2016 Budget due to increase in market prices and higher dosage for raw water turbidity.
- o Fuel savings of \$1.6 million from FY2016 Budget due to lower fuel prices.
- o Includes \$15 million for continued wastewater maintenance, regulatory compliance and assessment activities such as enhanced sewer cleaning, restaurant inspections, system inspections and investigations, Sanitary Sewer Overflow (SSO) response, data modelling support, and public outreach and education.
- o Electricity and Natural Gas savings of \$4.1 million from FY2016 due to lower rates.
- o Contract Water Authority (CWA) Debt savings of \$10.5 million from FY2016 based on a final payment for one of the CWA debt series.
- o Revenue increase includes a water and sewer rate adjustment of 1.4%.

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</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>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Accept and Process Complete Water District Consent Applications within 30 Days of Receipt	90%	90%	90%	90%
Number of Utility Customer Calls Received	596,210	620,000	570,000	570,000
Percentage of TCEQ/EPA Required Tests Performed	100%	100%	100%	100%
Respond to Sewer in Residence/Business within 1 Day	90.0%	90.0%	99.9%	99.9%
Respond to Water Quality/Taste/Color/Odor within 2 Business Days	91.7%	98.0%	93.7%	95.0%
Sanitary Sewer Overflows Confirmed within 4 Hours of Notification on Average	N/A	N/A	100%	100%
Systems Availability - WiMax Networks	99.5%	99.9%	99.5%	99.5%
Treatment Plant Permit Compliance Rate	99.7%	99.5%	99.7%	99.8%
Utility Billing Accuracy Rate	99%	99%	99%	99.5%
Utility Customer Calls Answered within 5 Minutes	83%	90%	50%	75%
Wastewater Capacity Reserve Letters Sent within 10 Business Days	98%	98%	90%	90%
Wastewater Collected and Treated (millions of gallons per year)	93,805	81,030	82,855	82,855
Wastewater-Pipe Cleaning Completed (millions of linear feet)	3.4	2.0	2.5	2.0
Wastewater-Pipe Renewal Completed (linear feet)	633,102	600,000	600,000	600,000
Water Gallons Delivered (millions of gallons per year)	156,585	172,203	168,630	163,885
Water Service Requests investigated within 24hours	N/A	N/A	N/A	95%
Expenditures Adopted Budget vs Actual Utilization	93%	98%	95%	98%
Revenues Adopted Budget vs Actual Utilization	95%	100%	99%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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 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.	19.5	2,493,716	22.5	3,132,928	26.0	3,370,300	
<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.	1,420.2	304,853,389	1,450.1	344,024,242	1,532.4	342,561,700	
<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.	376.3	449,270,609	405.7	484,631,270	457.1	518,856,500	
<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.	59.3	6,414,234	64.8	7,451,686	69.8	8,005,100	
<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.	66.8	13,276,658	64.0	20,313,642	58.7	17,526,700	

**FISCAL YEAR 2017 BUDGET**

Division Summary							
Fund Name : Water and Sewer Operating Fund							
Business Area : Public Works & Engineering							
Fund No. /Bus Area No. : 8300 / 2000							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Management Support Branch</b> <span style="float:right">200009</span>							
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 and Development Center (LDC) and the 611 Walker building.	72.2	11,259,026	71.7	11,805,770	89.9	14,012,600	
<b>Total</b>	<u>2,014.3</u>	<u>787,567,632</u>	<u>2,078.8</u>	<u>871,359,538</u>	<u>2,233.9</u>	<u>904,332,900</u>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	922,662	410,000	410,000	910,000
Intergovernmental	22,702	0	0	0
Charges for Services	946,837,972	1,023,703,900	1,028,704,100	1,044,703,400
Direct Interfund Services	1,017,036	881,000	881,000	855,500
Indirect Interfund Services	5,169,200	5,997,400	5,997,400	6,468,400
Other Fines and Forfeits	115,719	54,100	54,100	51,100
Interest	2,172,536	2,100,000	2,100,000	2,624,000
Miscellaneous/Other	(11,451,343)	242,000	242,000	310,000
Other Resources	3,986,799	39,200,000	21,200,000	16,200,000
<b>Grand Total Revenues</b>	<b>948,793,283</b>	<b>1,072,588,400</b>	<b>1,059,588,600</b>	<b>1,072,122,400</b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	41,746,342	41,746,342	41,746,342
Provision for Bad Debt	0	0	0
Current Revenues	442,858,100	430,858,100	468,443,000
Total Available Resources	<u>484,604,442</u>	<u>472,604,442</u>	<u>510,189,342</u>
Maintenance and Operations	0	0	0
Debt Services	442,858,100	430,858,100	468,443,000
Operating Transfers	0	0	0
Total Expenditures	<u>442,858,100</u>	<u>430,858,100</u>	<u>468,443,000</u>
Planned Ending Fund Balance	<u>41,746,342</u>	<u>41,746,342</u>	<u>41,746,342</u>
Total Budget	<u><u>484,604,442</u></u>	<u><u>472,604,442</u></u>	<u><u>510,189,342</u></u>

**FISCAL YEAR 2017 BUDGET**

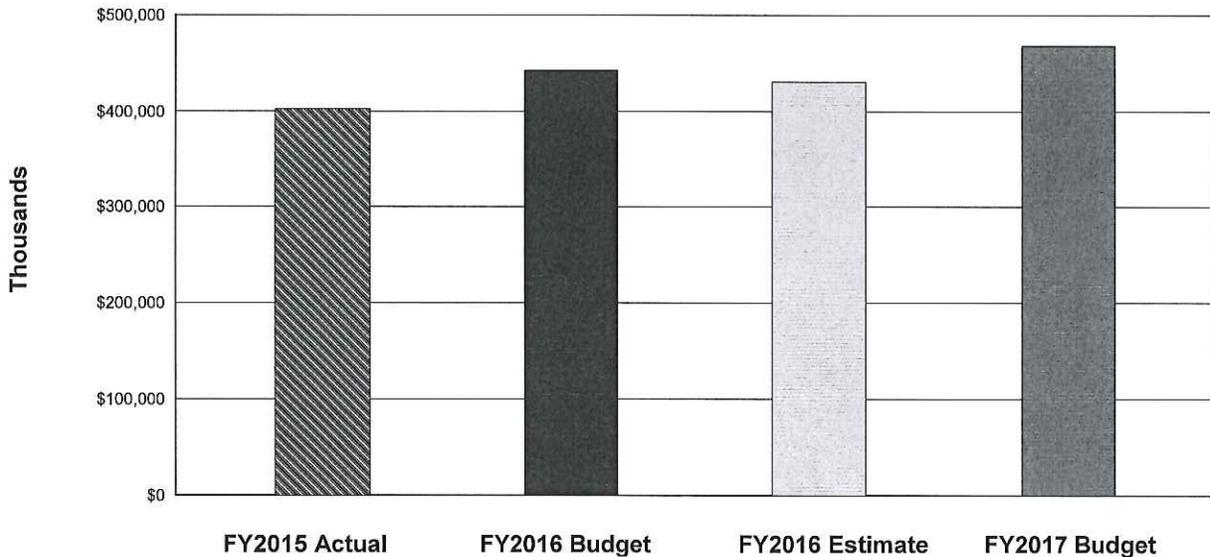
**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Other Services and Charges	12,657	0	0	0
	Total M & O Expenditures	12,657	0	0	0
	Debt Service & Other Uses	402,559,386	442,858,100	430,858,100	468,443,000
	<b>Total Expenditure</b>	<b>402,572,043</b>	<b>442,858,100</b>	<b>430,858,100</b>	<b>468,443,000</b>
Revenues		398,813,519	442,858,100	430,858,100	468,443,000
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0

**Significant Budget Changes and Highlights**  
 o The FY2017 Budget includes an 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 2017 BUDGET**

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**Business Area Revenues 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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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Interest	3,156,158	3,200,000	3,200,000	<b>4,879,000</b>
Miscellaneous/Other	33,909,041	23,000,000	27,278,508	<b>23,000,000</b>
Other Resources	361,748,320	416,658,100	400,379,592	<b>440,564,000</b>
<b>Grand Total Revenues</b>	<u><u><b>398,813,519</b></u></u>	<u><u><b>442,858,100</b></u></u>	<u><u><b>430,858,100</b></u></u>	<u><u><b>468,443,000</b></u></u>



## **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 FY2017 CUS General Purpose Fund Budget totals \$198,722,200. The largest transactions and allocations are \$70,000,000 for 'Pay As You Go' funding for CUS Capital Projects, \$52,821,100 for the Storm Water Fund, \$40,110,100 for Capital Outlay and \$18,389,000 for Debt Service.

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016</u> <u>Current Budget</u>	<u>FY2016</u> <u>Estimate</u>	<u>FY2017</u> <u>Budget</u>
Beginning Fund Balance	541,366,400	541,366,400	<b>384,684,946</b>
Provision for Bad Debt	0	0	0
Current Revenues	0	0	0
Total Available Resources	<u>541,366,400</u>	<u>541,366,400</u>	<u><b>384,684,946</b></u>
Maintenance and Operations	32,427,700	12,722,309	<b>42,512,100</b>
Debt Services	16,897,800	16,897,800	<b>18,389,000</b>
Operating Transfers	143,228,900	127,061,345	<b>137,821,100</b>
Total Expenditures	<u>192,554,400</u>	<u>156,681,454</u>	<u><b>198,722,200</b></u>
Planned Ending Fund Balance	<u>348,812,000</u>	<u>384,684,946</u>	<u><b>185,962,746</b></u>
Total Budget	<u><u>541,366,400</u></u>	<u><u>541,366,400</u></u>	<u><u><b>384,684,946</b></u></u>



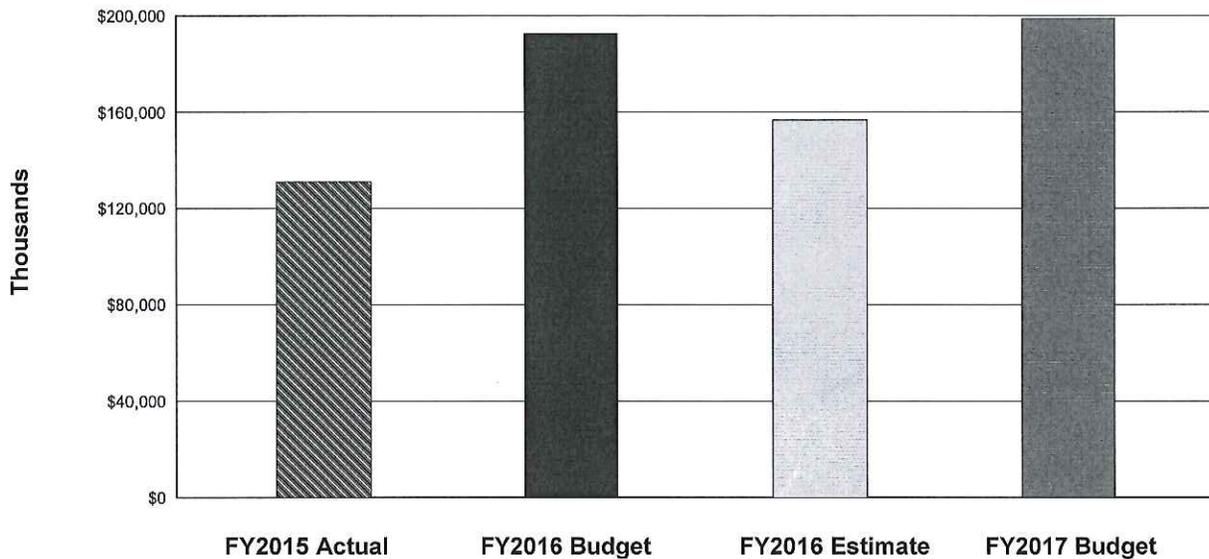
**FISCAL YEAR 2017 BUDGET**

**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>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Other Services and Charges	1,297,506	2,263,618	1,831,000	<b>2,402,000</b>
	Equipment	12,023,754	30,164,082	10,891,309	<b>40,110,100</b>
	Total M & O Expenditures	<u>13,321,260</u>	<u>32,427,700</u>	<u>12,722,309</u>	<b>42,512,100</b>
	Debt Service & Other Uses	117,768,994	160,126,700	143,959,145	<b>156,210,100</b>
	Total Expenditure	<u>131,090,254</u>	<u>192,554,400</u>	<u>156,681,454</u>	<b>198,722,200</b>
Revenues	206,789	0	0	0	
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<b>0.0</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o Capital Acquisition budget of \$40.1 million includes \$19.0 million for FY2016 capital equipment rollovers.</li> <li>o Transfer to CUS Operating of \$23.0 million to fund regulatory compliance activities.</li> <li>o Transfer to PIB Debt Service decrease of \$741,600 due to continuous payment of older debt issues.</li> <li>o Transfer to Stormwater increase of \$12.6 million from FY2016 Budget to cover Stormwater Fund operating and maintenance expenses in FY2017.</li> <li>o Transfer to Capital projects increase of \$5.0 million From FY2016 Budget due to additional Pay-As-You-Go funding for CUS capital projects in FY2017.</li> </ul>				

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



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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues Summary**

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

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Interest	68,941	0	0	0
Miscellaneous/Other	61,391	0	0	0
Other Resources	76,457	0	0	0
<b>Grand Total Revenues</b>	<u><u>206,789</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>



# DEDICATED DRAINAGE AND STREET RENEWAL FUND

## Description and Mission

The Dedicated Drainage and 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.

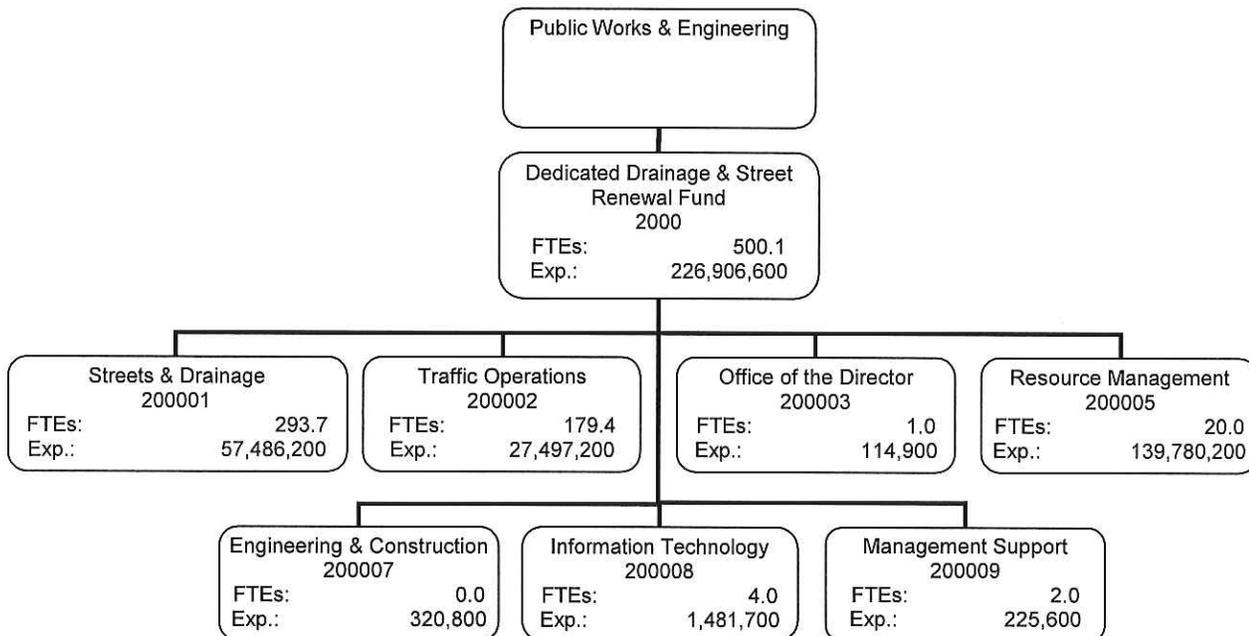
### Department Short Term Goals

- Continue the implementation of the "Next Business Day" Pothole response program.
- Enhance the existing pavement management services by incorporating a Pavement Management Information System (PMIS) that would determine the suitable maintenance and rehabilitation methods.
- Perform preventive maintenance on Signal and Intersection Optimization per Federal Highway Administration (FHWA) requirements.
- Communicate to the public the benefits of the ReBuild Houston initiative through speaking engagements, stakeholder meetings, media and other channels.
- Facilitate the exchange of information between elected leaders, civic groups and the ReBuild Houston Advisory Committee.
- Continue to utilize the citywide collection contract to improve collections on past due drainage receivables.

### Department Long Term Goals

- Improve efficiency and quality in the daily operations.
- Improve responsiveness and efficiency to public requests via 311.
- Better Streets. Better Drainage.
- Leverage technology, social networks and grassroots outreach strategies to proactively communicate to the public about improvements to drainage and street infrastructure.
- Provide superior customer service through accurate, on-time billing, collection and account services.
- Foster opportunities to improve our infrastructure by means of prioritization, standards and intergovernmental relationships.
- Advance the department's traffic maintenance operations by closely coordinating emerging traffic control solutions including automatic vehicle counting, increasing the existing Bluetooth enabled traffic flow monitoring, installing video cameras, and digital signage, all communicating over the PWE WIMAX (Worldwide Interoperability for Microwave Access) network.

## Department Organization



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	27,671,711	27,671,711	30,791,552
Current Revenues	224,055,200	226,034,184	214,200,900
Total Available Resources	<u>251,726,911</u>	<u>253,705,895</u>	<u>244,992,452</u>
Maintenance and Operations	88,988,800	76,951,077	89,504,000
Operating Transfers	145,667,000	145,963,266	137,402,600
Total Expenditures	<u>234,655,800</u>	<u>222,914,343</u>	<u>226,906,600</u>
Planned Ending Fund Balance	<u>17,071,111</u>	<u>30,791,552</u>	<u>18,085,852</u>
Total Budget	<u><u>251,726,911</u></u>	<u><u>253,705,895</u></u>	<u><u>244,992,452</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	17,071,111	30,791,552	18,085,852
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate, and the FY2017 Budget for the Dedicated Drainage and Street Renewal Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In FY2017, \$89.5 million expected to be spent for: The maintenance of street and bridge infrastructure (\$58.6 million), signals and intersection optimizations (\$28.1 million), drainage call center operations (\$2.4 million) and ReBuild Houston administration (\$435,700). Also included in the expenditures are \$131.6 million that will be transferred to the Capital Project Fund to continue the pay-as-you-go program, \$3.2 million for 380 Agreements and \$2.0 million to the Storm Water Fund to partially cover the Storm Water maintenance and operational expenses.



**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	32,345,587	34,259,470	33,720,615	37,117,300
	Supplies	12,494,932	13,723,200	12,834,043	13,017,100
	Other Services and Charges	28,739,517	31,938,230	28,645,969	27,330,600
	Equipment	2,663,036	8,943,400	1,681,800	11,964,600
	Non-Capital Equipment	64,750	124,500	68,650	74,400
	Total M & O Expenditures	76,307,822	88,988,800	76,951,077	89,504,000
	Debt Service & Other Uses	175,264,980	145,667,000	145,963,266	137,402,600
	<b>Total Expenditure</b>	<b>251,572,802</b>	<b>234,655,800</b>	<b>222,914,343</b>	<b>226,906,600</b>

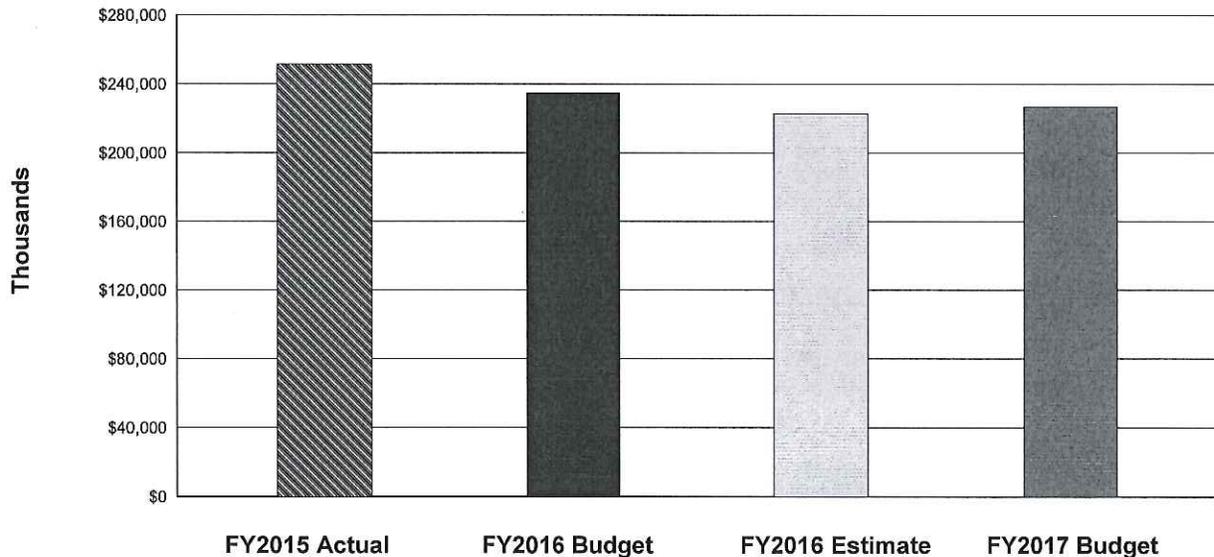
Revenues	216,228,499	224,055,200	226,034,184	214,200,900
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Staffing	Full-Time Equivalents - Civilian	449.4	510.8	473.8	500.1
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	449.4	510.8	473.8	500.1
	Full-Time Equivalents - Overtime	63.5	29.3	45.3	21.1

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o Continue the "Next Business Day" Pothole response program.
- 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 (\$61.6 million from Metro).
- o Includes \$34.7 million transfer from the General Fund, which includes captured tax revenues.
- o Includes \$7.2 million in funding for capital equipment rollovers.

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</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>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Asphalt Repairs / Skin Patches	6,888	8,300	8,300	7,800
Asphalt Surface Overlaid (lane miles)	194	153	153	153
Bridges Inspected	3,142	2,692	2,692	2,770
Bridges Replaced	8	8	8	8
Concrete Panel Replacement	703	1,190	800	1,100
Drainage Collection Rate	96%	93%	93%	93%
Mobility Permit Investigations Completed	12,666	13,500	9,200	13,500
Percentage of Potholes Repaired within Next Business Day After 311 Request	N/A	N/A	N/A	95%
Percentage of Signals Receiving two Preventative Maintenance Services per Year	95%	95%	99%	98%
Signals Maintained	760	800	800	800
System Availability - Distributed Server	99.5%	99.5%	99.5%	99.9%
System Availability - Virtual Servers	99.9%	99.9%	99.9%	99.9%
Total Number of Potholes Repaired	51,800	48,000	64,000	52,000
Traffic Plan Reviews Completed in 10 Business Days	95%	90%	90%	90%
Traffic Signal Repairs Completed	14,405	15,000	15,000	15,000
Traffic Signs Completed within 10 Business Days	99%	95%	95%	95%
Expenditures Adopted Budget vs Actual Utilization	113%	98%	95%	98%
Revenues Adopted Budget vs Actual Utilization	105%	100%	101%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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.	274.9	52,630,572	277.1	50,633,709	293.7	57,486,200
<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.	163.3	21,450,788	172.8	23,218,136	179.4	27,497,200
<b>Office of the Director 200003</b> Administers the ReBuild Houston initiative by coordinating with 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.	1.6	191,097	2.0	275,946	1.0	114,900
<b>Resource Management Division 200005</b> Provides customer billing and support, as well as, manages fund transfers for CIP projects.	4.6	176,672,930	16.9	148,037,336	20.0	139,780,200
<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 vehicles in FY2015 that are expected to be received in FY2016.	0.0	0	0.0	28,000	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	16,344	0.0	0	0.0	320,800

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Information Technology</b> <span style="float:right"><b>200008</b></span>							
Provides helpdesk, desktop, application and work management system support, along with other systems support.	3.0	405,423	3.2	528,060	4.0	1,481,700	
<b>Management Support Branch</b> <span style="float:right"><b>200009</b></span>							
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	205,648	1.8	193,156	2.0	225,600	
<b>Total</b>	<b>449.4</b>	<b>251,572,802</b>	<b>473.8</b>	<b>222,914,343</b>	<b>500.1</b>	<b>226,906,600</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	2,583,999	2,186,600	2,553,700	<b>2,053,100</b>
Intergovernmental	57,090,292	58,376,000	58,376,000	<b>61,576,000</b>
Charges for Services	114,613,427	111,872,500	112,068,383	<b>114,108,300</b>
Direct Interfund Services	64,941	200,000	89,740	<b>200,000</b>
Other Fines and Forfeits	480	500	500	<b>500</b>
Interest	454,702	500,000	350,000	<b>500,000</b>
Miscellaneous/Other	489,383	873,600	1,220,101	<b>897,000</b>
Other Resources	40,931,275	50,046,000	51,375,760	<b>34,866,000</b>
<b>Grand Total Revenues</b>	<b><u>216,228,499</u></b>	<b><u>224,055,200</u></b>	<b><u>226,034,184</u></b>	<b><u>214,200,900</u></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 inspect, plan and prioritize the City's storm water infrastructure needs as the system is currently configured, delivering the best possible maintenance in a timely and cost-effective manner and maintaining the storm water flow free of debris and foreign objects.

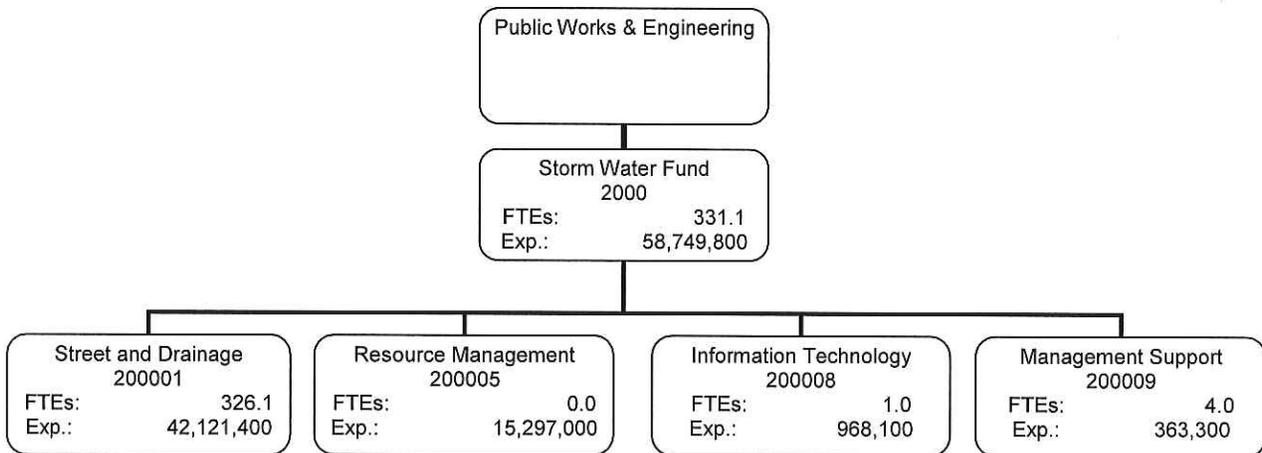
### Department Short Term Goals

- 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
- Continue the Ditch Outfall Repair Program.

### Department Long Term Goals

- Transition from a reactive approach to a proactive approach by focusing on preventative maintenance.
- Increase productivity and reduce costs with improved technology, equipment and work procedures.
- Reduce storm sewer pollution and environmental concerns.
- Develop specific professional development efforts related to storm water operations.
- Continue to improve services and responses to 311 requests.

## Department Organization



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	2,000,000	2,000,000	<b>5,751,000</b>
Current Revenues	57,083,900	56,074,328	<b>54,998,800</b>
Total Available Resources	<u>59,083,900</u>	<u>58,074,328</u>	<u><b>60,749,800</b></u>
Maintenance and Operations	42,298,500	37,537,928	<b>43,452,800</b>
Debt Services	14,785,400	14,785,400	<b>15,297,000</b>
Total Expenditures	<u>57,083,900</u>	<u>52,323,328</u>	<u><b>58,749,800</b></u>
Planned Ending Fund Balance	<u>2,000,000</u>	<u>5,751,000</u>	<u><b>2,000,000</b></u>
Total Budget	<u><u>59,083,900</u></u>	<u><u>58,074,328</u></u>	<u><u><b>60,749,800</b></u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	2,000,000	5,751,000	<b>2,000,000</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Storm Water Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In FY2017, \$43.5 million 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 \$2.1 million for the Texas Pollutant Discharge Elimination System (TPDES) permit and \$800,000 for the off-road ditch asset mapping & condition assessment to provide better asset data management by documenting asset locations and mapping in Geographical Information System (GIS). In addition, \$15.3 million is included in debt service, consisting of \$14.6 million in principal and interest on the drainage debt and \$700,000 in pension obligation bonds.



**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	18,927,844	22,589,700	20,959,521	<b>22,092,800</b>
	Supplies	1,823,024	2,366,500	2,072,981	<b>1,966,700</b>
	Other Services and Charges	11,764,097	13,272,300	13,309,776	<b>13,264,500</b>
	Equipment	2,662,039	3,992,100	1,123,300	<b>6,050,900</b>
	Non-Capital Equipment	40,341	77,900	72,350	<b>77,900</b>
	Total M & O Expenditures	<u>35,217,345</u>	<u>42,298,500</u>	<u>37,537,928</u>	<b>43,452,800</b>
	Debt Service & Other Uses	14,835,109	14,785,400	14,785,400	<b>15,297,000</b>
	<b>Total Expenditure</b>	<b>50,052,454</b>	<b>57,083,900</b>	<b>52,323,328</b>	<b>58,749,800</b>

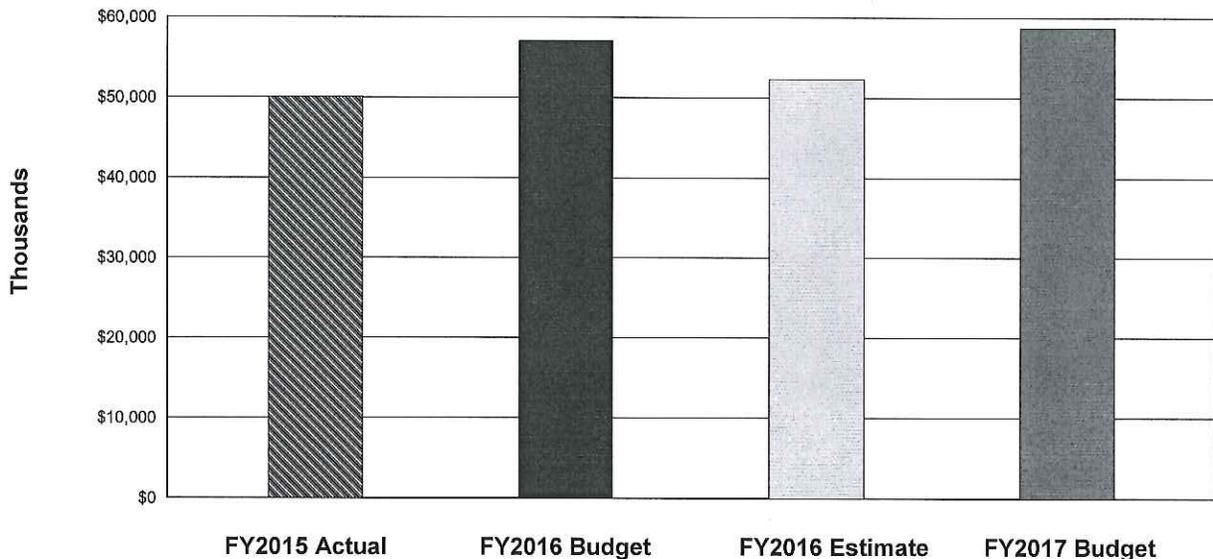
<b>Revenues</b>		<b>49,926,269</b>	<b>57,083,900</b>	<b>56,074,328</b>	<b>54,998,800</b>
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Staffing	Full-Time Equivalents - Civilian	314.5	354.9	322.0	<b>331.1</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>314.5</u>	<u>354.9</u>	<u>322.0</u>	<b>331.1</b>
	Full-Time Equivalents - Overtime	25.0	24.2	32.2	<b>15.5</b>

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- 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 \$800,000 for the off-road ditch asset mapping & condition assessment to provide better asset data management by documenting asset locations and mapping in the Geographical Information System (GIS).
- o Includes \$2.2 million funding for FY2016 capital equipment rollovers.
- o Includes \$1.1 million in additional equipment to continue to improve services and increase productivity in FY2017.

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



**FISCAL YEAR 2017 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 Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Drainage System Issues Inspected/Maintained within 60 Days of 311 Complaints	87%	90%	90%	90%
Gutters Swept (curb miles)	8,029	22,622	15,000	21,500
Major Off Road Channel Inspections (miles)	239	296	280	140
Major Off Road Channel Maintenance (acres)	N/A	N/A	N/A	30
Mowing (1 cycle per year)	100%	100%	100%	100%
Outfalls Investigated (each)	N/A	N/A	N/A	800
Roadside Ditches De-Silted/Regraded (miles)	218	200	175	170
Roadside Ditches Inspected (miles)	N/A	240	700	250
Storm Lines Cleaned - Internal and Contract (miles)	101	50	50	50
Storm Sewer Lines/Leads/Inlets/Manholes Inspected (miles)	331	360	400	300
Systems Availability - Distributed Servers	99.5%	99.5%	99.5%	99.9%
Systems Availability - Virtual Servers	99.5%	99.5%	99.9%	99.9%
TPDES (MS4) Water Quality Inspections	718	700	700	700
Expenditures Adopted Budget vs Actual Utilization	89%	98%	92%	98%
Revenues Adopted Budget vs Actual Utilization	89%	100%	98%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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</b> <span style="float:right"><b>200001</b></span> Inspects, de-silts, re-grades and establishes proper elevations in roadside and off-road ditches. Cleans and flushes culverts. Inspects ,cleans, and repairs current storm sewer infrastructure. Funding includes \$800,000 for the off road ditch asset mapping & condition assessment.	310.5	34,503,899	317.7	36,689,690	326.1	42,121,400	
<b>Resource Management Division</b> <span style="float:right"><b>200005</b></span> Manages payment of the principal and interest on stormwater debt and pension obligation bond debt.	0.0	14,839,167	0.0	14,786,400	0.0	15,297,000	
<b>Information Technology</b> <span style="float:right"><b>200008</b></span> 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	407,241	1.0	444,474	1.0	968,100	
<b>Management Support Branch</b> <span style="float:right"><b>200009</b></span> Provides training related to various safety practices, safety awareness initiatives and acts as a liason between divisions and certain state and local agencies.	3.0	302,147	3.3	402,764	4.0	363,300	
<b>Total</b>	<b>314.5</b>	<b>50,052,454</b>	<b>322.0</b>	<b>52,323,328</b>	<b>331.1</b>	<b>58,749,800</b>	

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	51,741	87,700	67,700	87,700
Interest	35,559	60,000	60,000	60,000
Miscellaneous/Other	(13,735)	15,000	165,186	15,000
Other Resources	49,852,704	56,921,200	55,781,442	54,836,100
<b>Grand Total Revenues</b>	<u><u>49,926,269</u></u>	<u><u>57,083,900</u></u>	<u><u>56,074,328</u></u>	<u><u>54,998,800</u></u>

**X. SPECIAL REVENUE  
FUNDS**

**SPECIAL REVENUE FUNDS**

Administration and Regulatory Affairs	
BARC.....	X - 2
Parking Management.....	X - 8
General Services/Parks and Recreation	
Maintenance Renewal and Replacement.....	X - 14
Houston Health Department	
Essential Public Health Services Fund.....	X - 24
Health Special Revenue.....	X - 28
Laboratory Operations and Maintenance.....	X - 34
Special Waste.....	X - 40
Swimming Pool Safety Fund.....	X - 46
Library	
Digital Houston.....	X - 52
Mayor's Office	
Houston Emergency Center.....	X - 56
Cable Television.....	X - 62
Tourism Promotion Special Revenue Fund.....	X - 66
Municipal Courts	
Municipal Courts Building Security.....	X - 70
Municipal Courts Technology Fee.....	X - 74
Juvenile Case Manager Fee.....	X - 78
Office of Business Opportunity	
Contractor Responsibility Fund.....	X - 82
Parks and Recreation	
Bayou Greenway 2020.....	X - 88
Parks Golf Special Fund.....	X - 94
Parks Special Revenue.....	X - 100
Planning & Development/Library	
Historic Preservation.....	X - 106
Planning & Development Special Revenue Fund.....	X - 114
Police	
Asset Forfeiture.....	X - 120
Auto Dealers.....	X - 126
Child Safety Fund.....	X - 132
Forensic Transition Special Fund.....	X - 138
Police Special Services.....	X - 144
Supplemental Environmental Protection.....	X - 150
Public Works and Engineering	
Building Inspection.....	X - 156
Houston TranStar Center.....	X - 162
Solid Waste	
Recycling Revenue Fund.....	X - 166

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	3,341,188	3,341,188	<b>2,640,366</b>
Current Revenues	11,485,416	11,398,512	<b>11,165,414</b>
Total Available Resources	<u>14,826,604</u>	<u>14,739,700</u>	<b>13,805,780</b>
Maintenance and Operations	12,360,276	12,099,334	<b>13,805,780</b>
Total Expenditures	<u>12,360,276</u>	<u>12,099,334</u>	<b>13,805,780</b>
Planned Ending Fund Balance	<u>2,466,328</u>	<u>2,640,366</u>	<b>0</b>
Total Budget	<u><u>14,826,604</u></u>	<u><u>14,739,700</u></u>	<u><u>13,805,780</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	2,466,328	2,640,366	0
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate, and the FY2017 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.

The City Council created 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. In FY2016, BARC opened a new adoption center which allows citizens to adopt without any interference from the other services provided at BARC.

For FY2017, BARC will continue to expand its awareness programs by reaching citizens in targeted areas of the City of Houston, ensuring that BARC's services are known to the public.

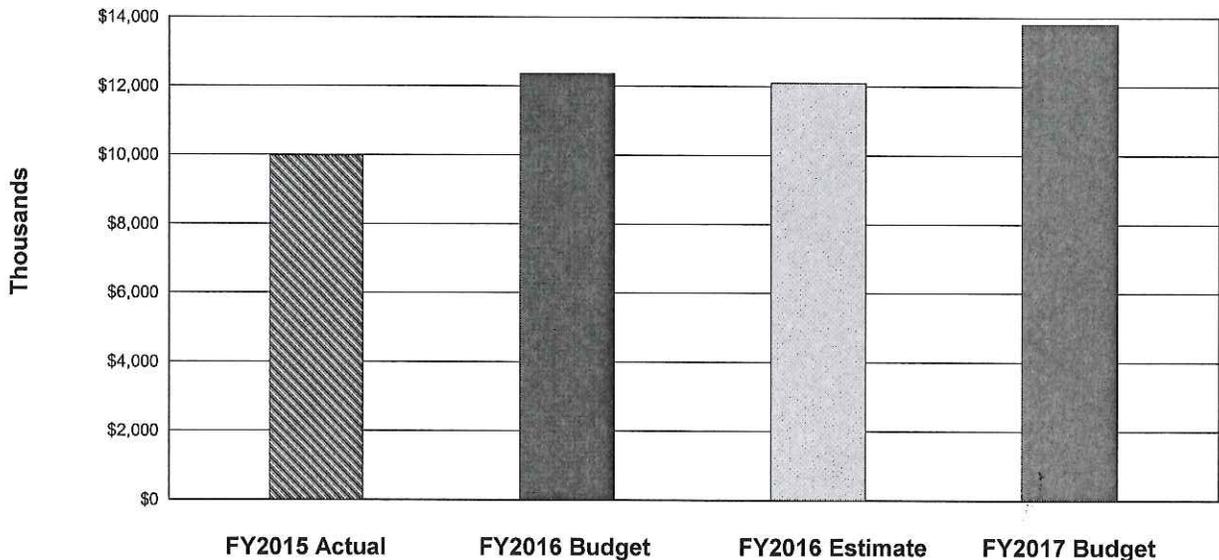
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	6,446,516	8,107,774	7,528,178	8,756,172
	Supplies	1,479,085	1,611,735	1,625,011	1,879,796
	Other Services and Charges	1,966,986	2,640,767	2,716,505	3,140,212
	Equipment	6,800	0	229,640	19,000
	Non-Capital Equipment	73,696	0	0	10,600
	Total M & O Expenditures	<u>9,973,083</u>	<u>12,360,276</u>	<u>12,099,334</u>	<u>13,805,780</u>
	Debt Service & Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditure	<u>9,973,083</u>	<u>12,360,276</u>	<u>12,099,334</u>	<u>13,805,780</u>	
Revenues		12,040,764	11,485,416	11,398,512	11,165,414
Staffing	Full-Time Equivalents - Civilian	93.2	110.1	104.2	119.6
	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	<u>93.2</u>	<u>110.1</u>	<u>104.2</u>	<u>119.6</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.1	0.1
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o BARC will be funded at \$6.04 per capita in FY2017, which represents an increase of 9.0% compared to \$5.55 per capita in FY2016.				
	o Includes an estimated revenue increase of 43% in Animal Wellness Clinic from \$350,000 to \$500,000.				
	o The FY2017 Budget includes funding from General Fund in the amount of \$9.5 million dollars.				

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



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

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

<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Animal Live Release Rate	57%	53%	78%	68%
Animals Trapped, Neutered, and Returned	1,219	1,217	1,965	1,700
Completed Service Calls for Animal Control Officers	21,190	N/A	28,878	27,099
Service Calls for Animal Control Officers	56,963	N/A	48,745	54,561
Spay and Neuter Procedures Completed	8,859	10,694	18,000	15,000
Expenditures Adopted Budget vs Actual Utilization	82%	98%	98%	98%
Revenues Adopted Budget vs Actual Utilization	104%	100%	99%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>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	318,154	1.8	848,761	2.0	921,653	
<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	1,655,009	6.0	1,819,034	4.0	1,945,274	
<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	1,886,529	5.4	1,934,090	5.8	2,418,693	
<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 providing 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	1,967,243	32.0	2,350,442	33.0	2,463,830	
<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	436,349	5.8	638,318	7.8	746,670	
<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	710,623	7.0	869,119	10.0	958,804	

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>ARA - Licensing 650086</b> 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	328,762	4.0	388,958	5.0	517,959
<b>ARA - Shelter 650087</b> 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	2,670,414	42.2	3,250,612	52.0	3,832,897
<b>Total</b>	<b>84.5</b>	<b>9,973,083</b>	<b>104.2</b>	<b>12,099,334</b>	<b>119.6</b>	<b>13,805,780</b>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	894,648	875,046	844,648	<b>780,000</b>
Charges for Services	587,356	470,000	600,000	<b>600,000</b>
Other Fines and Forfeits	150	0	150	<b>0</b>
Interest	54,498	41,521	50,664	<b>41,521</b>
Miscellaneous/Other	413,652	365,000	294,201	<b>220,000</b>
Other Resources	10,090,460	9,733,849	9,608,849	<b>9,523,893</b>
<b>Grand Total Revenues</b>	<b><u>12,040,764</u></b>	<b><u>11,485,416</u></b>	<b><u>11,398,512</u></b>	<b><u>11,165,414</u></b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	2,359,385	2,359,385	1,267,865
Current Revenues	19,062,853	19,909,291	20,420,757
Total Available Resources	<u>21,422,238</u>	<u>22,268,676</u>	<u>21,688,622</u>
Maintenance and Operations	12,327,181	12,327,181	12,809,512
Debt Services	1,673,630	1,673,630	1,168,949
Other Interfund Transfers	7,000,000	7,000,000	7,000,000
Total Expenditures	<u>21,000,811</u>	<u>21,000,811</u>	<u>20,978,461</u>
Planned Ending Fund Balance	<u>421,427</u>	<u>1,267,865</u>	<u>710,161</u>
Total Budget	<u><u>21,422,238</u></u>	<u><u>22,268,676</u></u>	<u><u>21,688,622</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	421,427	1,267,865	710,161
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, FY2016 Estimate and FY2017 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 FY2016 and is able to fund projects. FY2017 potential projects include bike racks, b-cycle stations, and new bus shelters. The Advisory Committee is charged with vetting and developing the project list.

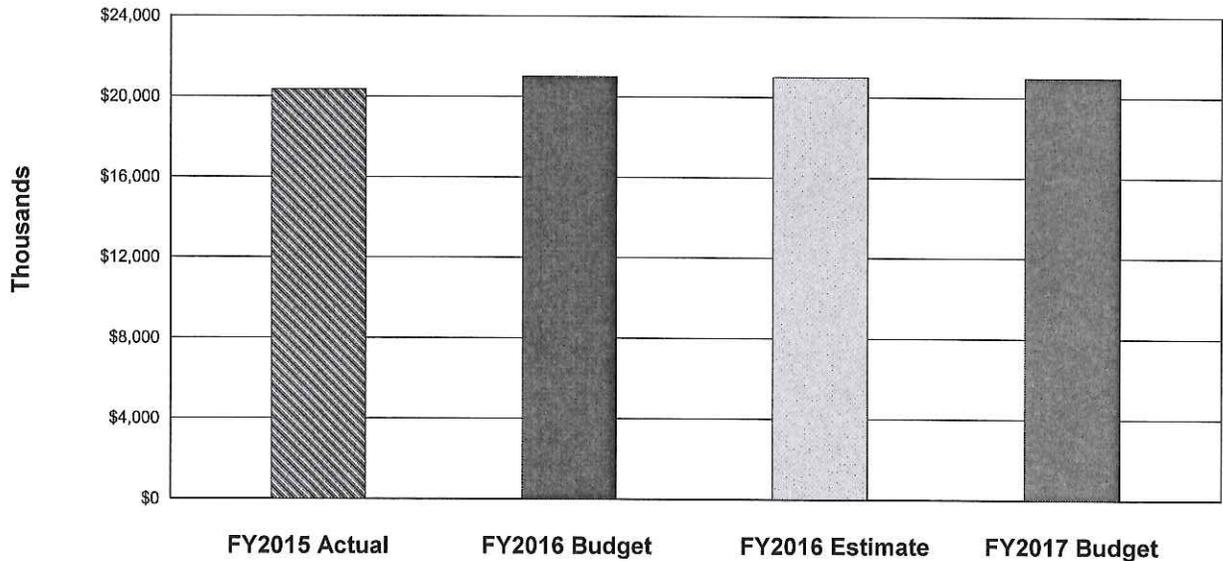
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	4,604,730	4,770,398	4,770,398	5,165,798
	Supplies	468,939	624,773	624,773	631,175
	Other Services and Charges	5,008,921	6,650,070	6,665,964	6,744,929
	Equipment	61,113	275,400	259,506	199,210
	Non-Capital Equipment	223,301	6,540	6,540	68,400
	Total M & O Expenditures	10,367,004	12,327,181	12,327,181	12,809,512
	Debt Service & Other Uses	9,997,472	8,673,630	8,673,630	8,168,949
	<b>Total Expenditure</b>	<b>20,364,476</b>	<b>21,000,811</b>	<b>21,000,811</b>	<b>20,978,461</b>
Revenues		20,522,720	19,062,853	19,909,291	<b>20,420,757</b>
Staffing	Full-Time Equivalents - Civilian	69.5	75.0	70.1	<b>74.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	69.5	75.0	70.1	<b>74.0</b>
	Full-Time Equivalents - Overtime	1.1	0.9	0.9	<b>0.9</b>
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution, and municipal employees contractual pay increases.				
	o Includes Parking Management's transfer to General Fund of \$7 million.				
	o Provides funding for a potential Automated Parking Guidance System of \$580,000.				
	o Provides funding for the expansion of Car-Share program.				
	o Includes Indirect Cost Allocation payment of \$1.4 million.				

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Parking Management</b> <b>Business Area : Administration and Regulatory Affairs</b> <b>Fund No. /Bus. Area No. : 8700 / 6500</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Meter Transactions	2,625,045	2,263,262	2,404,107	2,404,107
Parking Citations Issued	199,939	200,000	200,000	200,000
Parking Citations Paid	142,966	146,000	146,000	146,000
Vehicle Boots Applied	2,042	2,066	2,506	2,530
Expenditures Adopted Budget vs Actual Utilization	102%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	111%	100%	104%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Parking Management</b>							
<b>Business Area : Administration and Regulatory Affairs</b>							
<b>Fund No./Bus Area No. : 8700 / 6500</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>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.	19.3	15,492,879	18.4	15,221,708	20.0	14,767,006	
<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.	34.6	2,495,156	34.8	2,511,273	37.0	2,725,387	
<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.	15.6	2,376,441	16.9	3,156,697	17.0	3,384,935	
<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	111,133	0.0	101,133	
<b>Total</b>	<b>69.5</b>	<b>20,364,476</b>	<b>70.1</b>	<b>21,000,811</b>	<b>74.0</b>	<b>20,978,461</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	356,310	289,097	289,097	301,956
Charges for Services	9,722,711	8,841,638	9,176,140	9,683,326
Municipal Courts Fines and Forfeits	10,385,443	9,897,118	10,383,425	10,380,792
Other Fines and Forfeits	1,422	1,000	1,000	1,250
Interest	39,596	34,000	34,000	34,000
Miscellaneous/Other	17,238	0	25,629	19,433
<b>Grand Total Revenues</b>	<b><u>20,522,720</u></b>	<b><u>19,062,853</u></b>	<b><u>19,909,291</u></b>	<b><u>20,420,757</u></b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name : Maintenance Renewal and Replacement**

**Fund No./Bus. Area No. : 2105 / 2500 / 3600**

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	647,853	647,853	<b>170,926</b>
Current Revenues	16,431,223	15,866,416	<b>17,906,251</b>
Total Available Resources	<u>17,079,076</u>	<u>16,514,269</u>	<b>18,077,177</b>
Maintenance and Operations	16,431,223	16,343,343	<b>17,906,251</b>
Total Expenditures	<u>16,431,223</u>	<u>16,343,343</u>	<b>17,906,251</b>
 Planned Ending Fund Balance	 <u>647,853</u>	 <u>170,926</u>	 <b>170,926</b>
Total Budget	<u><u>17,079,076</u></u>	<u><u>16,514,269</u></u>	<b><u>18,077,177</u></b>
 <u>Fund Balance Distribution</u>			
Non-Spendable	0	0	0
Restricted	647,853	170,926	<b>170,926</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, FY2016 Estimate and FY2017 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 on June 10, 2014 (Ordinance 2014-602). The fund provides 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.

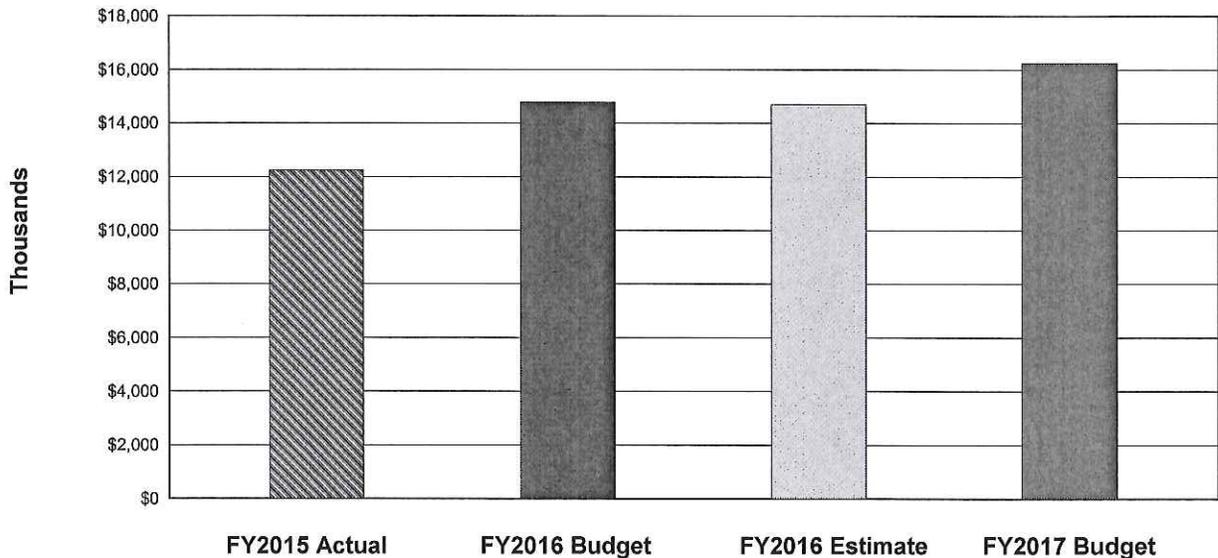
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Maintenance Renewal and Replacement  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 2105 / 2500

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	4,665,403	5,528,400	5,079,983	5,678,328
	Supplies	1,156,096	1,560,797	1,368,033	1,921,235
	Other Services and Charges	6,364,252	7,685,001	8,255,564	8,579,779
	Equipment	57,269	7,945	7,945	70,000
	Non-Capital Equipment	4,041	0	0	0
	Total M & O Expenditures	<u>12,247,061</u>	<u>14,782,143</u>	<u>14,711,525</u>	<u>16,249,342</u>
	Debt Service & Other Uses	0	0	0	0
Total Expenditure	<u>12,247,061</u>	<u>14,782,143</u>	<u>14,711,525</u>	<u>16,249,342</u>	
Revenues		12,779,402	14,782,143	14,217,336	16,249,342
Staffing	Full-Time Equivalents - Civilian	70.2	74.8	64.8	73.4
	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	<u>70.2</u>	<u>74.8</u>	<u>64.8</u>	<u>73.4</u>
	Full-Time Equivalents - Overtime	2.0	3.8	3.8	3.6
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o Includes \$1.5 million increase in asset maintenance, renewal, and replacement.</li> </ul>				

**Maintenance Renewal and Replacement  
General Services  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</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>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Facility Conversion Cyber Locks Installed	N/A	N/A	36	20
Facility Security Equipment Assessments	N/A	75	0	50
Maintenance Work Orders Completed	24,241	29,000	23,301	25,000
Preventative Maintenance Expenditures vs. Asset Replacement Value - New Facilities	N/A	N/A	N/A	2%
Preventative Maintenance Expenditures vs. Total Maintenance Expenditures	N/A	26%	24%	28%
Total Annual Operating Maintenance Expenditures vs. Asset Replacement Value - Existing Facilities	0.38%	0.67%	0.83%	0.93%
Expenditures Adopted Budget vs Actual Utilization	96%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	100%	100%	96%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>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.	70.2	12,247,061	64.8	14,711,525	73.4	16,249,342	
<b>Total</b>	<b>70.2</b>	<b>12,247,061</b>	<b>64.8</b>	<b>14,711,525</b>	<b>73.4</b>	<b>16,249,342</b>	

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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**Fund Name** : Maintenance Renewal and Replacement  
**Business Area** : General Services  
**Fund No./Bus. Area No.** : 2105 / 2500

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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Interest	17,860	20,000	40,197	<b>20,000</b>
Miscellaneous/Other	0	0	18,096	<b>0</b>
Other Resources	12,761,542	14,762,143	14,159,043	<b>16,229,342</b>
<b>Grand Total Revenues</b>	<u><u>12,779,402</u></u>	<u><u>14,782,143</u></u>	<u><u>14,217,336</u></u>	<u><u>16,249,342</u></u>

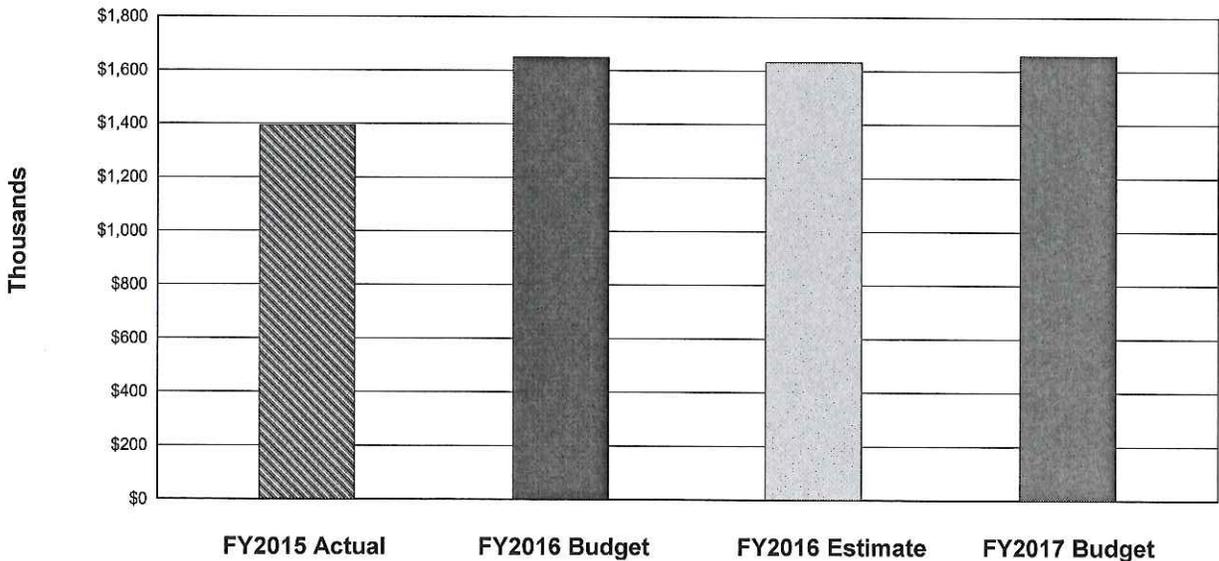
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Maintenance Renewal and Replacement  
**Business Area** : Parks and Recreation  
**Fund No. /Bus. Area No.** : 2105 / 3600

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	689,127	918,141	918,141	1,005,869
	Supplies	49,939	89,900	79,900	218,200
	Other Services and Charges	654,545	641,039	633,777	432,840
	Total M & O Expenditures	<u>1,393,611</u>	<u>1,649,080</u>	<u>1,631,818</u>	<u>1,656,909</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>1,393,611</u>	<u>1,649,080</u>	<u>1,631,818</u>	<u>1,656,909</u>
Revenues		1,509,125	1,649,080	1,649,080	1,656,909
Staffing	Full-Time Equivalents - Civilian	9.3	17.0	17.0	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	<u>9.3</u>	<u>17.0</u>	<u>17.0</u>	<u>17.0</u>
	Full-Time Equivalents - Overtime	0.1	0.0	0.0	0.1
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o Establish and/or incorporate industry best practices and preventative maintenance of Parks facilities and amenities.</li> <li>o Includes funding for routine maintenance of irrigation systems for sports fields and esplanades.</li> </ul>				

**Maintenance Renewal and Replacement  
Parks and Recreation  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

Fund Name : Maintenance Renewal and Replacement  
 Business Area : Parks and Recreation  
 Fund No. /Bus. Area No. : 2105 / 3600

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Facility Work Orders Completed	N/A	2,000	2,400	2,400
Irrigation Repair Orders Completed	N/A	500	700	700
Playground Inspections	N/A	800	900	900
Expenditures Adopted Budget vs Actual Utilization	92%	98%	99%	98%
Revenues Adopted Budget vs Actual Utilization	100%	100%	100%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Maintenance Renewal and Replacement</b> <b>Business Area : Parks and Recreation</b> <b>Fund No. /Bus Area No. : 2105 / 3600</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>PRD - Maintenance Renewal &amp; Replacement 360016</b> 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.	9.3	1,393,611	17.0	1,631,818	17.0	1,656,909	
<b>Total</b>	<b>9.3</b>	<b>1,393,611</b>	<b>17.0</b>	<b>1,631,818</b>	<b>17.0</b>	<b>1,656,909</b>	

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

Fund Name : Maintenance Renewal and Replacement  
Business Area : Parks and Recreation  
Fund No./Bus. Area No. : 2105 / 3600

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Other Resources	1,509,125	1,649,080	1,649,080	1,656,909
<b>Grand Total Revenues</b>	<b>1,509,125</b>	<b>1,649,080</b>	<b>1,649,080</b>	<b>1,656,909</b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	12,519,626	12,519,626	<b>11,809,627</b>
Current Revenues	19,473,093	17,204,401	<b>24,694,200</b>
Total Available Resources	<u>31,992,719</u>	<u>29,724,027</u>	<b>36,503,827</b>
Maintenance and Operations	21,398,437	17,914,400	<b>26,109,199</b>
Total Expenditures	<u>21,398,437</u>	<u>17,914,400</u>	<b>26,109,199</b>
Planned Ending Fund Balance	<u>10,594,282</u>	<u>11,809,627</u>	<b>10,394,628</b>
Total Budget	<u><u>31,992,719</u></u>	<u><u>29,724,027</u></u>	<b><u>36,503,827</u></b>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	10,594,282	11,809,627	<b>10,394,628</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 Health Department (HHD) will proceed with each project, meet the performance targets, 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.

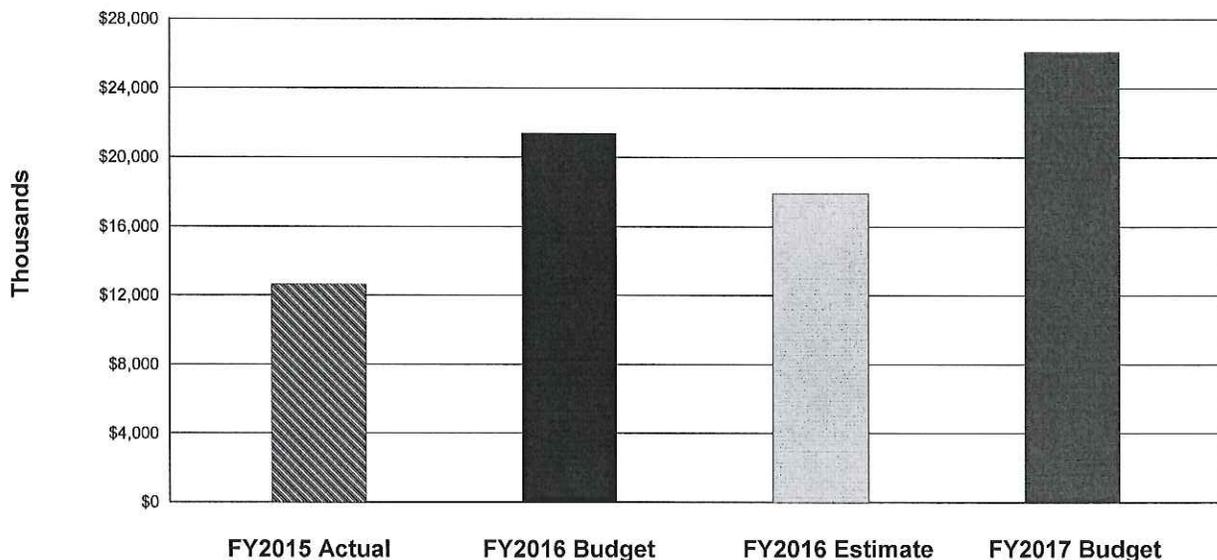
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	7,240,455	15,211,732	11,243,824	16,771,439
	Supplies	583,945	603,000	783,360	755,000
	Other Services and Charges	4,182,027	4,845,805	5,132,516	7,967,260
	Equipment	274,887	164,000	112,000	50,000
	Non-Capital Equipment	379,375	573,900	642,700	565,500
	Total M & O Expenditures	12,660,689	21,398,437	17,914,400	26,109,199
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	12,660,689	21,398,437	17,914,400	26,109,199
Revenues		17,613,503	19,473,093	17,204,401	24,694,200
Staffing	Full-Time Equivalents - Civilian	91.2	182.0	137.5	190.4
	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	91.2	182.0	137.5	190.4
	Full-Time Equivalents - Overtime	0.0	0.0	4.5	4.5
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o FY2017 Budget includes funding for My Brother's Keeper Program of \$2.5 million.</li> <li>o FY2017 Budget includes costs and reimbursement for additional projects related to the expansion of public health and human services.</li> </ul>				

**Essential Public Health Services Fund  
Houston Health Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

Division Summary						
Fund Name : Essential Public Health Services Fund						
Business Area : Houston Health Department						
Fund No. /Bus Area No. : 2010 / 3800						
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Essential Public Health Services 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.	91.2	12,660,689	137.5	17,914,400	190.4	26,109,199
<b>Total</b>	<b>91.2</b>	<b>12,660,689</b>	<b>137.5</b>	<b>17,914,400</b>	<b>190.4</b>	<b>26,109,199</b>

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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

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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Intergovernmental	17,522,080	19,393,093	16,732,026	<b>24,604,200</b>
Interest	91,038	80,000	90,000	<b>90,000</b>
Miscellaneous/Other	385	0	382,375	<b>0</b>
<b>Grand Total Revenues</b>	<u><u>17,613,503</u></u>	<u><u>19,473,093</u></u>	<u><u>17,204,401</u></u>	<u><u>24,694,200</u></u>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Health Special Revenue  
**Business Area** : Houston Health Department  
**Fund No./Bus. Area No.** : 2002 / 3800

	<u>FY2016</u> <u>Current Budget</u>	<u>FY2016</u> <u>Estimate</u>	<u>FY2017</u> <u>Budget</u>
Beginning Fund Balance	5,391,586	5,391,586	4,346,544
Current Revenues	3,011,400	3,133,809	4,022,500
Total Available Resources	<u>8,402,986</u>	<u>8,525,395</u>	<u>8,369,044</u>
Maintenance and Operations	4,190,860	4,178,851	5,130,930
Total Expenditures	<u>4,190,860</u>	<u>4,178,851</u>	<u>5,130,930</u>
Planned Ending Fund Balance	<u>4,212,126</u>	<u>4,346,544</u>	<u>3,238,114</u>
Total Budget	<u><u>8,402,986</u></u>	<u><u>8,525,395</u></u>	<u><u>8,369,044</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	4,212,126	4,346,544	3,238,114
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Health Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures. 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 Houston Health Department (HHD) 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 HHD 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 2017 BUDGET**

**Business Area Budget Summary**

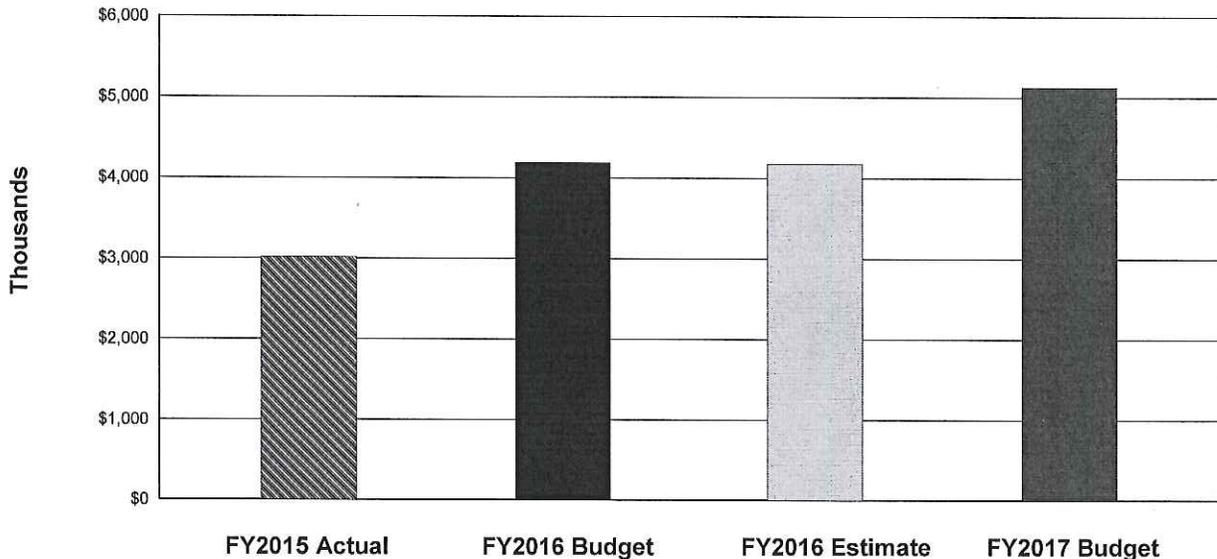
**Fund Name** : Health Special Revenue  
**Business Area** : Houston Health Department  
**Fund No. /Bus. Area No.** : 2002 / 3800

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	1,220,304	1,642,162	1,326,911	1,730,733
	Supplies	288,920	437,303	500,800	506,745
	Other Services and Charges	1,306,726	1,685,986	1,865,930	2,739,752
	Equipment	126,413	321,307	419,400	96,000
	Non-Capital Equipment	76,670	104,102	65,810	57,700
	Total M & O Expenditures	3,019,033	4,190,860	4,178,851	5,130,930
	Debt Service & Other Uses	0	0	0	0
	<b>Total Expenditure</b>	3,019,033	4,190,860	4,178,851	5,130,930
Revenues		2,870,371	3,011,400	3,133,809	4,022,500
Staffing	Full-Time Equivalents - Civilian	13.4	21.9	18.0	21.6
	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	13.4	21.9	18.0	21.6
	Full-Time Equivalents - Overtime	0.1	0.0	0.0	0.0

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o FY2017 Budget includes funding for one additional FTE and one vehicle in Ambulance Permitting program.
- o FY2017 Budget includes funding for three replacement vehicles in the Radio Frequency Identification Device (RFID) program.
- o FY2017 Budget includes funding of \$866,100 for Veteran Directed Home and Community Based Services (VD-HCBS) program which provides assistance to senior veterans. This program will be funded by U.S. Department of Veterans Affairs.

**Health Special Revenue  
Houston Health Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Health Special Revenue</b> <b>Business Area : Houston Health Department</b> <b>Fund No. /Bus. Area No. : 2002 / 3800</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Birth/Death Certificates Technology Fees	\$84,988	\$81,938	\$112,042	\$112,042
Congregate Meals for Senior Citizens	29,187	25,000	30,000	30,000
Consumer Foods Technology Fees	\$27,961	\$27,870	\$27,870	\$28,826
Private Ambulance Inspections/Permits	1,135	1,211	1,211	1,172
Radio Frequency Identification Device Permits	761	769	769	741
Expenditures Adopted Budget vs Actual Utilization	82%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	98%	100%	104%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Health Special Revenue</b>							
<b>Business Area : Houston Health Department</b>							
<b>Fund No. /Bus Area No. : 2002 / 3800</b>							
<b>Division Description</b>		<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Director's Office</b>	<b>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 for community stakeholders. Instrumental in providing direction for administrative support, management, and programmatic issues.		0.0	47,155	0.0	11,700	0.0	865,500
<b>Administrative Services Division</b>	<b>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.		6.5	1,489,806	7.8	2,367,905	9.0	2,381,536
<b>Children and Family Services</b>	<b>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.		0.0	0	0.0	12,600	0.0	25,000
<b>Environmental Health Services</b>	<b>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).		3.9	696,088	3.8	914,754	5.0	730,903
<b>Community Health Services</b>	<b>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, Family Planning and Immunizations.		3.0	734,068	6.4	790,492	7.6	902,391
<b>Surveillance &amp; Public Health Preparedness</b>	<b>380006</b>						
Surveillance and Public Health Preparedness consists of Epidemiology, Laboratory Services and Public Health Preparedness.		0.0	17,400	0.0	10,000	0.0	54,600

**FISCAL YEAR 2017 BUDGET**

Division Summary							
Fund Name : Health Special Revenue							
Business Area : Houston Health Department							
Fund No. /Bus Area No. : 2002 / 3800							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Essential Public Health Services</b> <span style="float:right"><b>380007</b></span>							
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	34,516	0.0	71,400	0.0	171,000	
<b>Total</b>	<b>13.4</b>	<b>3,019,033</b>	<b>18.0</b>	<b>4,178,851</b>	<b>21.6</b>	<b>5,130,930</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : Health Special Revenue  
**Business Area** : Houston Health Department  
**Fund No./Bus. Area No.** : 2002 / 3800

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	306,118	336,500	308,400	317,300
Charges for Services	803,861	841,600	976,438	991,300
Interest	38,687	42,400	42,400	42,400
Miscellaneous/Other	1,321,705	1,390,900	1,406,571	2,271,500
Other Resources	400,000	400,000	400,000	400,000
<b>Grand Total Revenues</b>	<b>2,870,371</b>	<b>3,011,400</b>	<b>3,133,809</b>	<b>4,022,500</b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	530,693	530,693	<b>298,493</b>
Current Revenues	538,900	479,100	<b>463,800</b>
Total Available Resources	<u>1,069,593</u>	<u>1,009,793</u>	<u><b>762,293</b></u>
Maintenance and Operations	711,300	711,300	<b>694,100</b>
Total Expenditures	<u>711,300</u>	<u>711,300</u>	<u><b>694,100</b></u>
Planned Ending Fund Balance	<u>358,293</u>	<u>298,493</u>	<u><b>68,193</b></u>
Total Budget	<u><u>1,069,593</u></u>	<u><u>1,009,793</u></u>	<u><u><b>762,293</b></u></u>
 <u>Fund Balance Distribution</u>			
Non-Spendable	0	0	<b>0</b>
Restricted	358,293	298,493	<b>68,193</b>
Committed	0	0	<b>0</b>
Assigned	0	0	<b>0</b>
Unassigned	0	0	<b>0</b>

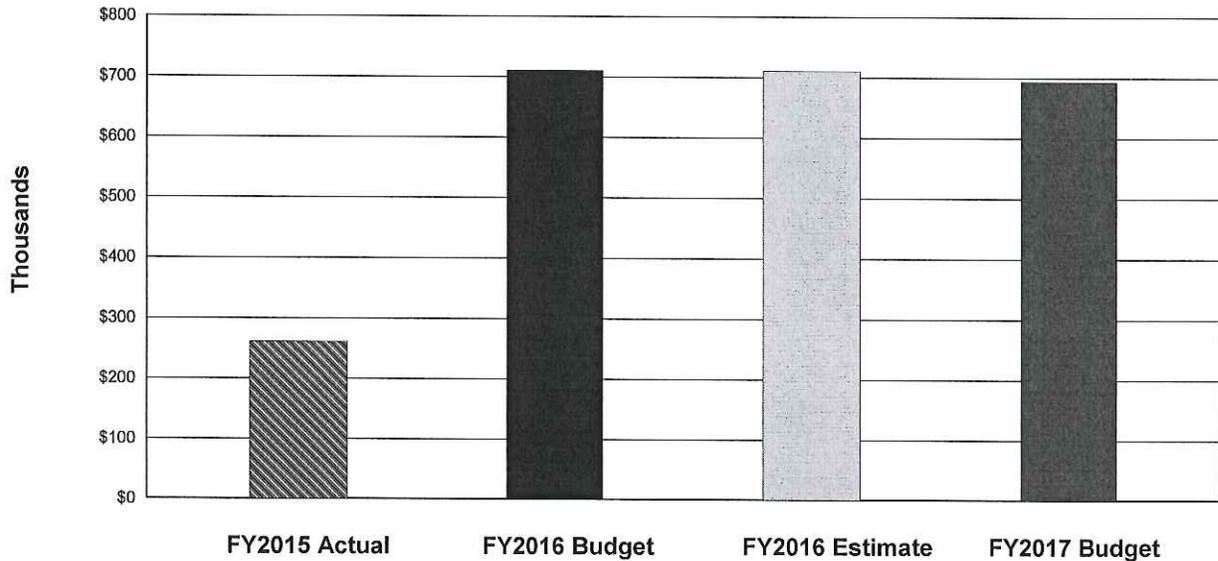
The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Laboratory Operations and Maintenance Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

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 Ordinances. 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 2017 BUDGET**

<b>Business Area Budget Summary</b>					
<b>Fund Name : Laboratory Operations and Maintenance</b>					
<b>Business Area : Houston Health Department</b>					
<b>Fund No. /Bus. Area No. : 2008 / 3800</b>					
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Supplies	9,911	217,000	218,800	<b>160,000</b>
	Other Services and Charges	244,127	494,300	492,500	<b>534,100</b>
	Equipment	7,000	0	0	0
	Non-Capital Equipment	509	0	0	0
	Total M & O Expenditures	<u>261,547</u>	<u>711,300</u>	<u>711,300</u>	<u><b>694,100</b></u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>261,547</u>	<u>711,300</u>	<u>711,300</u>	<u><b>694,100</b></u>
Revenues		482,660	538,900	479,100	<b>463,800</b>
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u><b>0.0</b></u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	o Contract for Galveston County lab testing was terminated in October 2015, resulting in a reduction for both revenues and expenditures from FY2016 Budget.				

**Laboratory Operations and Maintenance  
Houston Health Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

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

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Laboratory Tests Performed	24,892	37,745	29,901	25,102
Expenditures Adopted Budget vs Actual Utilization	45%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	121%	100%	89%	100%

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**FISCAL YEAR 2017 BUDGET**

Division Summary						
Fund Name : Laboratory Operations and Maintenance						
Business Area : Houston Health Department						
Fund No. /Bus Area No. : 2008 / 3800						
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Surveillance & Public Health Preparedness 380006						
Environmental and Clinical Laboratory testing	0.0	261,547	0.0	711,300	0.0	694,100
<b>Total</b>	<b>0.0</b>	<b>261,547</b>	<b>0.0</b>	<b>711,300</b>	<b>0.0</b>	<b>694,100</b>

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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues Summary**

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

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	450,469	535,600	475,800	460,500
Interest	2,191	3,300	3,300	3,300
<b>Grand Total Revenues</b>	<u><u>482,660</u></u>	<u><u>538,900</u></u>	<u><u>479,100</u></u>	<u><u>463,800</u></u>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Special Waste  
**Business Area** : Houston Health Department  
**Fund No./Bus. Area No.** : 2423 / 3800

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	2,804,666	2,804,666	1,224,290
Current Revenues	2,809,200	3,769,900	4,079,200
Total Available Resources	<u>5,613,866</u>	<u>6,574,566</u>	<u>5,303,490</u>
Maintenance and Operations	5,350,276	5,350,276	4,603,704
Total Expenditures	<u>5,350,276</u>	<u>5,350,276</u>	<u>4,603,704</u>
Planned Ending Fund Balance	<u>263,590</u>	<u>1,224,290</u>	<u>699,786</u>
Total Budget	<u><u>5,613,866</u></u>	<u><u>6,574,566</u></u>	<u><u>5,303,490</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	263,590	1,224,290	699,786
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Special Waste Fund. 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.

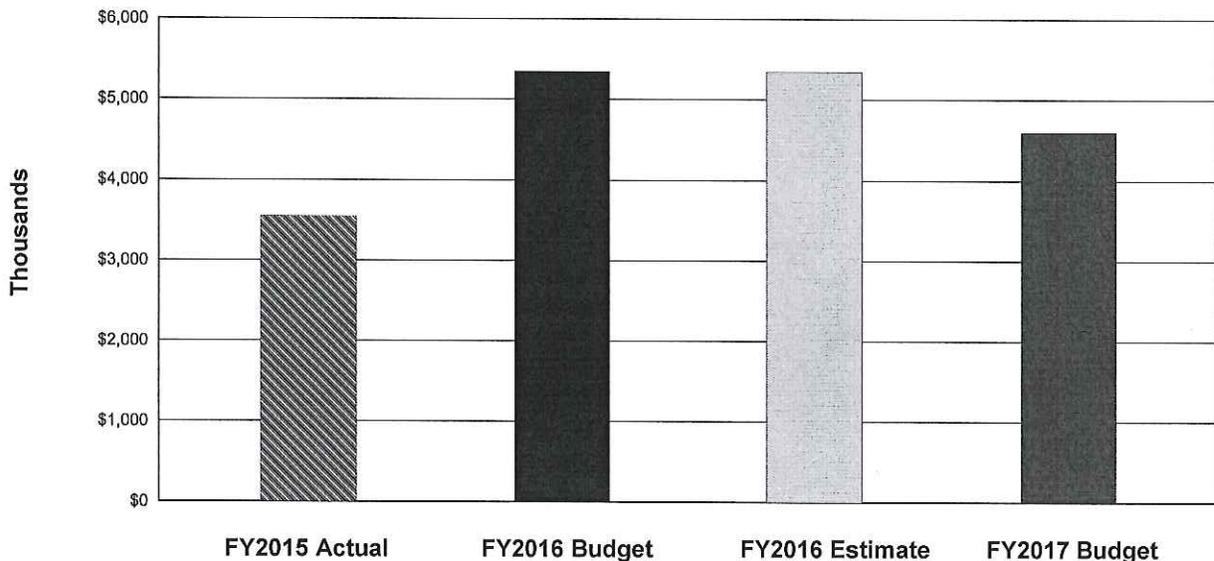
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Special Waste  
**Business Area** : Houston Health Department  
**Fund No. /Bus. Area No.** : 2423 / 3800

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	2,593,073	3,660,909	3,660,909	3,744,013
	Supplies	37,648	157,400	157,400	155,800
	Other Services and Charges	522,572	1,485,967	1,485,967	262,795
	Equipment	343,352	0	0	384,000
	Non-Capital Equipment	51,525	46,000	46,000	57,096
	Total M & O Expenditures	<u>3,548,170</u>	<u>5,350,276</u>	<u>5,350,276</u>	<u>4,603,704</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>3,548,170</u>	<u>5,350,276</u>	<u>5,350,276</u>	<u>4,603,704</u>
Revenues		2,792,097	2,809,200	3,769,900	4,079,200
Staffing	Full-Time Equivalents - Civilian	18.5	43.3	43.3	45.4
	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	<u>18.5</u>	<u>43.3</u>	<u>43.3</u>	<u>45.4</u>
	Full-Time Equivalents - Overtime	0.4	0.6	1.2	0.6
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o FY2017 Expenditure Budget includes a reduction of \$1.3 million due to the completion of the Park Place construction project in FY2016.				
	o FY2017 includes \$1.2 million for additional staff for the Fats, Oil and Grease (FOG) section to complete inspections to prevent sewer backflows as per the mandate from the Environmental Protection Agency (EPA) Consent Decree. This will be funded from Public Works and Engineering, Water and Sewer Operating Fund (8300).				
	o FY2017 Budget includes funding for 16 vehicles (10 are related to EPA Consent Decree).				

**Special Waste  
Houston Health Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Special Waste  
**Business Area** : Houston Health Department  
**Fund No. /Bus. Area No.** : 2423 / 3800

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Fats, Oil, and Grease (FOG) Inspections	14,637	15,333	13,281	30,420
Expenditures Adopted Budget vs Actual Utilization	105%	98%	116%	98%
Revenues Adopted Budget vs Actual Utilization	101%	100%	134%	100%

**FISCAL YEAR 2017 BUDGET**

Division Summary							
<b>Fund Name : Special Waste</b> <b>Business Area : Houston Health Department</b> <b>Fund No. /Bus Area No. : 2423 / 3800</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<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).	18.5	3,548,170	43.3	5,350,276	45.4	4,603,704	
<b>Total</b>	<b>18.5</b>	<b>3,548,170</b>	<b>43.3</b>	<b>5,350,276</b>	<b>45.4</b>	<b>4,603,704</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : Special Waste  
**Business Area** : Houston Health Department  
**Fund No./Bus. Area No.** : 2423 / 3800

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Licenses and Permits	2,764,928	2,777,800	2,777,800	2,847,800
Interest	22,303	31,400	31,400	31,400
Miscellaneous/Other	4,866	0	700	0
Other Resources	0	0	960,000	1,200,000
<b>Grand Total Revenues</b>	<u><u>2,792,097</u></u>	<u><u>2,809,200</u></u>	<u><u>3,769,900</u></u>	<u><u>4,079,200</u></u>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : **Swimming Pool Safety**  
**Business Area** : **Houston Health Department**  
**Fund No./Bus. Area No.** : **2009 / 3800**

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	893,049	893,049	<b>987,251</b>
Current Revenues	1,191,000	1,191,100	<b>1,224,700</b>
Total Available Resources	<u>2,084,049</u>	<u>2,084,149</u>	<b><u>2,211,951</u></b>
Maintenance and Operations	1,222,726	1,096,898	<b>1,203,455</b>
Total Expenditures	<u>1,222,726</u>	<u>1,096,898</u>	<b><u>1,203,455</u></b>
Planned Ending Fund Balance	<u>861,323</u>	<u>987,251</u>	<b><u>1,008,496</u></b>
Total Budget	<u><u>2,084,049</u></u>	<u><u>2,084,149</u></u>	<b><u><u>2,211,951</u></u></b>
 <b>Fund Balance Distribution</b>			
Non-Spendable	0	0	<b>0</b>
Restricted	861,323	987,251	<b>1,008,496</b>
Committed	0	0	<b>0</b>
Assigned	0	0	<b>0</b>
Unassigned	0	0	<b>0</b>

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Swimming Pool Safety Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Swimming Pool Safety Fund was created November 17, 2010, by Ordinance 2010-908. The fund receives proceeds from enforcing municipal, state and federal pool and spa safety standards.

State and federal pool and spa 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 2017 BUDGET**

**Business Area Budget Summary**

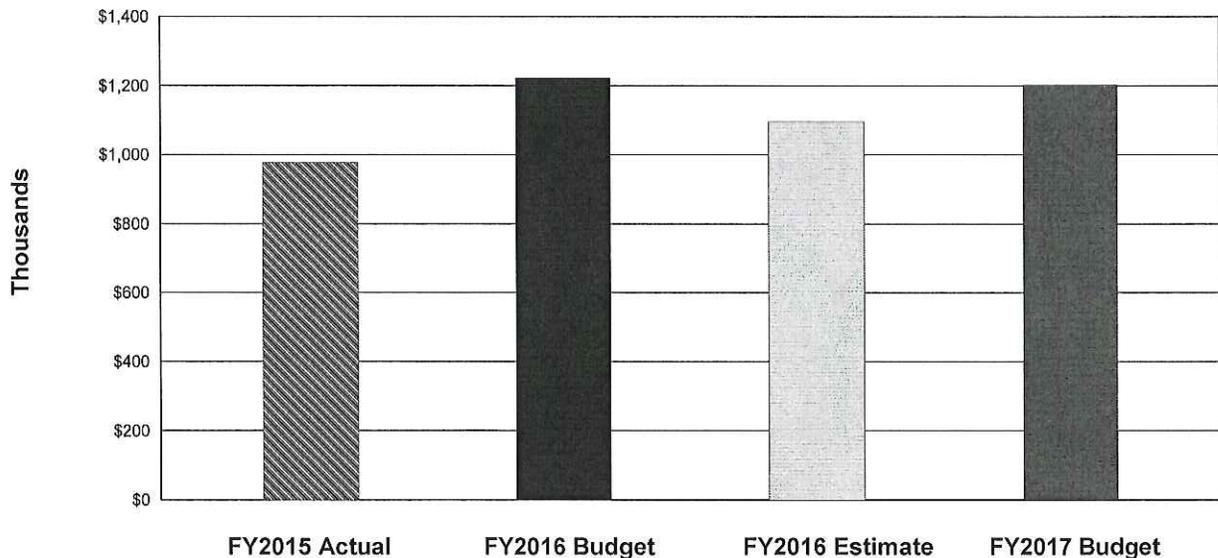
**Fund Name** : Swimming Pool Safety  
**Business Area** : Houston Health Department  
**Fund No. /Bus. Area No.** : 2009 / 3800

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	908,817	1,068,697	1,012,300	1,087,683
	Supplies	3,986	20,160	22,300	17,700
	Other Services and Charges	48,310	60,879	61,298	74,072
	Equipment	0	72,000	0	24,000
	Non-Capital Equipment	17,316	990	1,000	0
	Total M & O Expenditures	<u>978,429</u>	<u>1,222,726</u>	<u>1,096,898</u>	<u>1,203,455</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>978,429</u>	<u>1,222,726</u>	<u>1,096,898</u>	<u>1,203,455</u>
Revenues		1,073,710	1,191,000	1,191,100	1,224,700
Staffing	Full-Time Equivalents - Civilian	8.9	14.1	13.1	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	<u>8.9</u>	<u>14.1</u>	<u>13.1</u>	<u>14.1</u>
	Full-Time Equivalents - Overtime	0.2	0.0	0.0	0.3

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o FY2017 Budget includes one replacement vehicle in the Pollution Control, Prevention and Water cost center.

**Swimming Pool Safety  
Houston Health Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Swimming Pool Safety  
**Business Area** : Houston Health Department  
**Fund No. /Bus. Area No.** : 2009 / 3800

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Pool Permits	5,498	5,517	5,697	5,697
Expenditures Adopted Budget vs Actual Utilization	84%	98%	90%	98%
Revenues Adopted Budget vs Actual Utilization	102%	100%	100%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Swimming Pool Safety</b>							
<b>Business Area : Houston Health Department</b>							
<b>Fund No. /Bus Area No. : 2009 / 3800</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Environmental Health Services 380004</b>							
Prevention of disease and disability resulting from water borne illnesses and drownings through enforcement and education.	8.9	978,429	13.1	1,096,898	14.1	1,203,455	
<b>Total</b>	<b>8.9</b>	<b>978,429</b>	<b>13.1</b>	<b>1,096,898</b>	<b>14.1</b>	<b>1,203,455</b>	

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

Fund Name : Swimming Pool Safety  
Business Area : Houston Health Department  
Fund No./Bus. Area No. : 2009 / 3800

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Licenses and Permits	1,069,273	1,186,000	1,186,000	1,219,700
Interest	5,983	5,000	5,000	5,000
Miscellaneous/Other	(1,546)	0	100	0
<b>Grand Total Revenues</b>	<b>1,073,710</b>	<b>1,191,000</b>	<b>1,191,100</b>	<b>1,224,700</b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Beginning Fund Balance	352,686	352,686	0
Current Revenues	1,442	1,442	0
Total Available Resources	<u>354,128</u>	<u>354,128</u>	<u>0</u>
Maintenance and Operations	354,128	354,128	0
Total Expenditures	<u>354,128</u>	<u>354,128</u>	<u>0</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>354,128</u></u>	<u><u>354,128</u></u>	<u><u>0</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 FY2016 Budget, FY2016 Estimate and FY2017 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 was implemented by the Houston Public Library (HPL). The vision was to create a digital future through digital literacy effort in support of achieving Houston's educational workforce and educational goals.

The Digital Houston Fund was funded with a settlement received from EarthLink, and was established to support the City's digital inclusion efforts. This project will be completed by June 2016. All funds will be expended and closed for FY 2017.

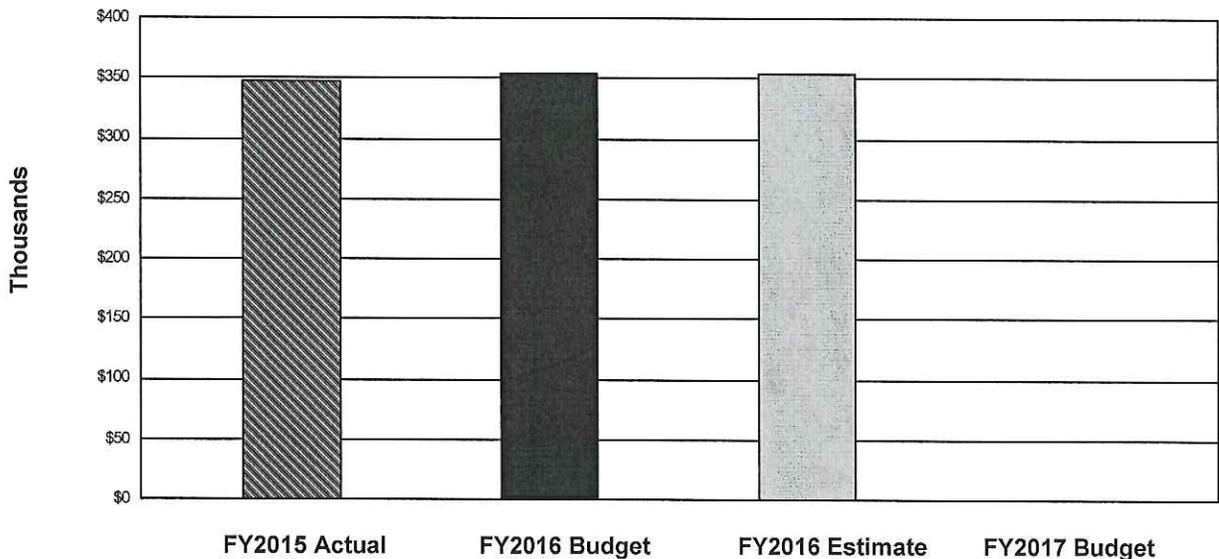
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	300,000	309,066	302,403	0
	Supplies	1,527	0	0	0
	Other Services and Charges	30,116	43,962	50,625	0
	Non-Capital Equipment	15,345	1,100	1,100	0
	Total M & O Expenditures	346,988	354,128	354,128	0
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	346,988	354,128	354,128	0
Revenues		3,725	1,442	1,442	0
Staffing	Full-Time Equivalents - Civilian	3.2	5.0	3.0	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	3.2	5.0	3.0	0.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o In FY2017, Digital Houston Fund will be closed out.				

**Digital Houston  
Library  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Digital Houston</b> <b>Business Area : Library</b> <b>Fund No. /Bus Area No. : 2422 / 3400</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>HPL - Digital Inclusion Initiative 340001</b> 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.	3.2	346,988	3.0	354,128	0.0	0	
<b>Total</b>	<b>3.2</b>	<b>346,988</b>	<b>3.0</b>	<b>354,128</b>	<b>0.0</b>	<b>0</b>	

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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues Summary**

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

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Interest	3,725	1,442	1,442	0
<b>Grand Total Revenues</b>	<u><u>3,725</u></u>	<u><u>1,442</u></u>	<u><u>1,442</u></u>	<u><u>0</u></u>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016</u> <u>Current Budget</u>	<u>FY2016</u> <u>Estimate</u>	<u>FY2017</u> <u>Budget</u>
Beginning Fund Balance	5,220,860	5,220,860	3,222,644
Current Revenues	26,245,042	25,963,637	25,639,083
Total Available Resources	<u>31,465,902</u>	<u>31,184,497</u>	<u>28,861,727</u>
Maintenance and Operations	27,961,853	27,961,853	27,761,817
Total Expenditures	<u>27,961,853</u>	<u>27,961,853</u>	<u>27,761,817</u>
Planned Ending Fund Balance	<u>3,504,049</u>	<u>3,222,644</u>	<u>1,099,910</u>
Total Budget	<u><u>31,465,902</u></u>	<u><u>31,184,497</u></u>	<u><u>28,861,727</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	3,504,049	3,222,644	1,099,910
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 operation 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 ongoing 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 FY2016 baseline.
- o Maintain accreditations of the 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 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	17,679,586	19,842,231	19,842,231	20,600,392
	Supplies	167,861	261,448	261,448	245,722
	Other Services and Charges	6,186,365	7,219,874	7,219,874	6,915,703
	Equipment	1,410	638,300	638,300	0
	Total M & O Expenditures	24,035,222	27,961,853	27,961,853	27,761,817
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	24,035,222	27,961,853	27,961,853	27,761,817

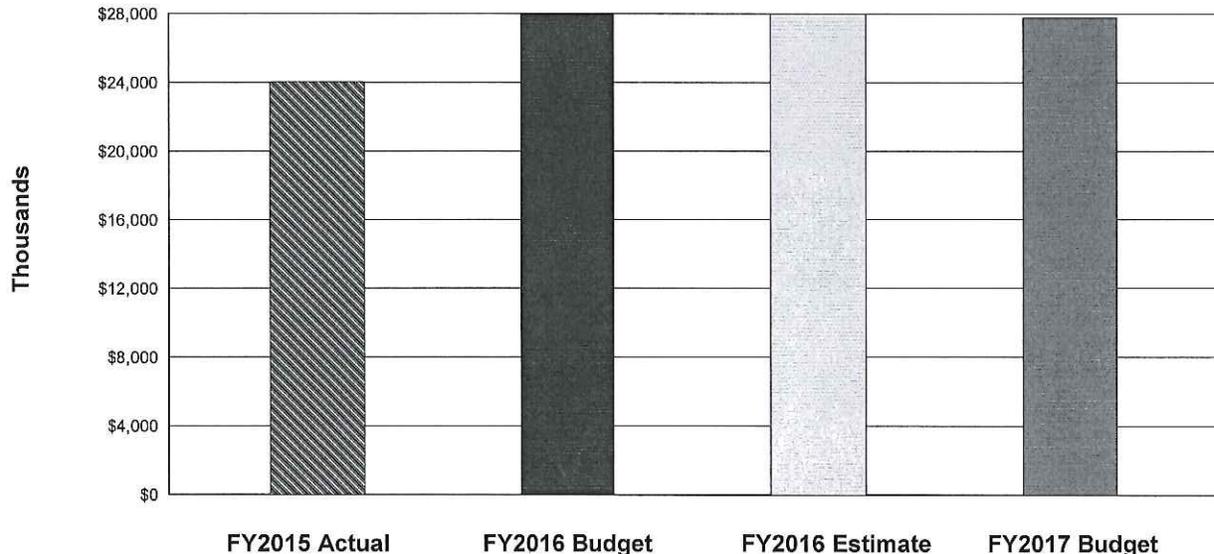
Revenues		25,450,678	26,245,042	25,963,637	25,639,083
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Staffing	Full-Time Equivalents - Civilian	230.6	239.0	239.0	251.3
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	230.6	239.0	239.0	251.3
	Full-Time Equivalents - Overtime	11.9	10.8	10.8	11.4

Significant Budget Changes and Highlights

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Fund Balance decreased by \$2.0 million due to reduced transfer from General Fund in FY2016.
- o The FY2017 includes funding from Greater Harris County for 13 Call Takers.
- o The FY2017 Budget supports the continuation of current service levels.

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Houston Emergency Center</b> <b>Business Area : Houston Emergency Center</b> <b>Fund No. /Bus. Area No. : 2205 / 1500</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Answer 80% of Non-Emergency Calls within 10 Seconds	87%	80%	88%	80%
Answer 90% of Emergency Calls within 10 Seconds	98%	90%	97%	90%
Staff Training Hours per FTE - Office of Emergency Management (OEM)	124	40	100	45
Training Hours per Call Taker	24	24	24	28
Expenditures Adopted Budget vs Actual Utilization	92%	98%	107%	98%
Revenues Adopted Budget vs Actual Utilization	98%	100%	99%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Houston Emergency Center</b>							
<b>Business Area : Houston Emergency Center</b>							
<b>Fund No. /Bus Area No. : 2205 / 1500</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>HEC - Office of the Director Group 150001</b> Provides management of the Houston Emergency Center and facilitation of public education.	4.9	948,845	5.0	1,205,243	7.0	1,509,567	
<b>HEC - Information Technology Group 150002</b> Provides information technology management of the Houston Emergency Center and facilitation of public education.	0.0	5,135,563	0.0	5,843,965	0.0	5,148,295	
<b>HEC - Police Call Taking Group 150003</b> Answers and processes police non-emergency phone calls.	66.0	4,455,323	71.0	5,181,902	62.3	4,754,615	
<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.	151.7	12,426,854	154.0	14,140,546	173.0	15,004,108	
<b>HEC - Office of Emergency Management 150005</b> Oversees the City's emergency and non-emergency response centers.	8.0	1,068,637	9.0	1,590,197	9.0	1,345,232	
<b>Total</b>	<b>230.6</b>	<b>24,035,222</b>	<b>239.0</b>	<b>27,961,853</b>	<b>251.3</b>	<b>27,761,817</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Intergovernmental	212,779	193,542	263,403	220,000
Charges for Services	12,685,694	13,497,863	14,848,719	15,080,812
Direct Interfund Services	0	190,000	487,878	190,000
Interest	33,204	0	0	0
Miscellaneous/Other	1,242	0	0	0
Other Resources	12,517,759	12,363,637	10,363,637	10,148,271
<b>Grand Total Revenues</b>	<b>25,450,678</b>	<b>26,245,042</b>	<b>25,963,637</b>	<b>25,639,083</b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016</u> <u>Current Budget</u>	<u>FY2016</u> <u>Estimate</u>	<u>FY2017</u> <u>Budget</u>
Beginning Fund Balance	713,232	713,232	1,466,505
Current Revenues	4,779,900	5,113,181	5,310,000
Total Available Resources	<u>5,493,132</u>	<u>5,826,413</u>	<u>6,776,505</u>
Maintenance and Operations	2,570,307	2,460,808	3,642,093
Contract with Non-Profit	2,385,750	1,899,100	1,912,200
Total Expenditures	<u>4,956,057</u>	<u>4,359,908</u>	<u>5,554,293</u>
Planned Ending Fund Balance	<u>537,075</u>	<u>1,466,505</u>	<u>1,222,212</u>
Total Budget	<u><u>5,493,132</u></u>	<u><u>5,826,413</u></u>	<u><u>6,776,505</u></u>
 <u>Fund Balance Distribution</u>			
Non-Spendable	0	0	0
Restricted	537,075	1,466,505	1,222,212
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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).

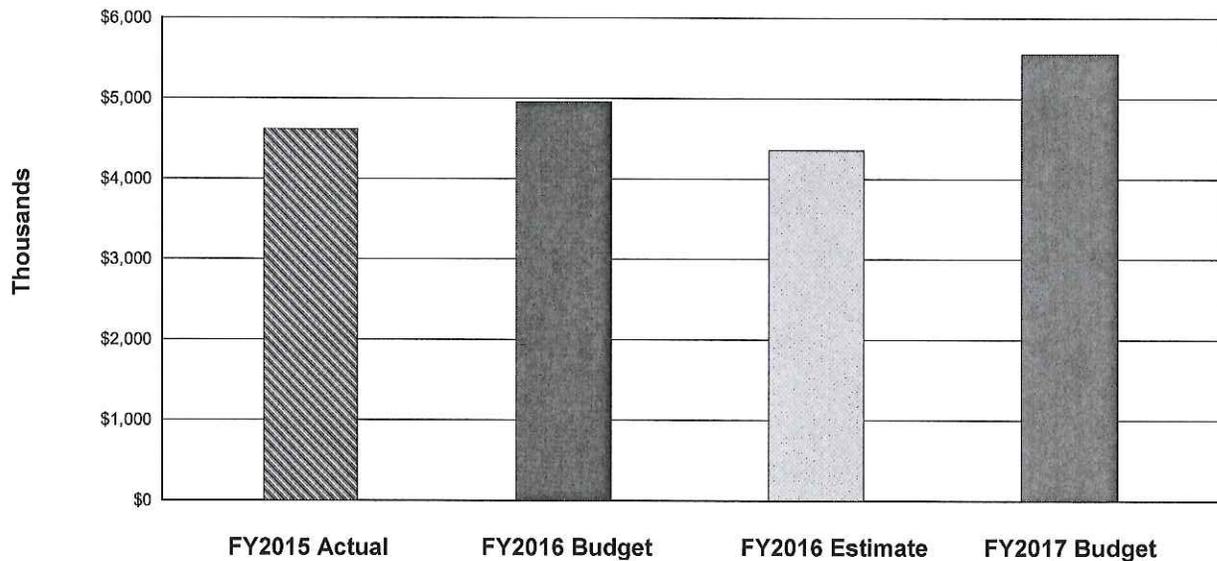
The 82nd legislature passed SB1087, which was signed by the Governor on June 17, 2011, and was effective September 1, 2011. SB1087 requires, going forward, that fees paid under state franchises be maintained in a separate account and not commingled with revenue from any other source. Any unspent Public, 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 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Cable Television</b>			
<b>Business Area</b> :		<b>Mayor's Office</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>2428 / 2401 / 5000</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	1,336,766	1,504,100	1,393,808	<b>1,650,207</b>
	Supplies	39,530	58,388	57,864	<b>55,573</b>
	Other Services and Charges	2,863,316	3,020,819	2,535,486	<b>2,518,513</b>
	Equipment	20,850	44,417	44,417	<b>1,300,000</b>
	Non-Capital Equipment	0	25,000	25,000	<b>30,000</b>
	Total M & O Expenditures	<u>4,260,462</u>	<u>4,652,724</u>	<u>4,056,575</u>	<b>5,554,293</b>
	Debt Service & Other Uses	358,471	303,333	303,333	<b>0</b>
	<b>Total Expenditure</b>	<u>4,618,933</u>	<u>4,956,057</u>	<u>4,359,908</u>	<b>5,554,293</b>
Revenues		4,794,346	4,779,900	5,113,181	<b>5,310,000</b>
Staffing	Full-Time Equivalents - Civilian	16.3	19.0	18.6	<b>20.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>16.3</u>	<u>19.0</u>	<u>18.6</u>	<b>20.0</b>
	Full-Time Equivalents - Overtime	0.3	0.1	0.1	<b>0.4</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits and pension contribution.</li> <li>o The FY2017 Budget includes finalizing the integration of equipment in radio studio in the new HTV facility located on the first floor of City Hall.</li> <li>o The FY2017 Budget reflects operating expenses, planned capital expenditure for complete upgrade of City Hall, as well as, City Hall Annex Chambers and adjacent control rooms' technical equipment.</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

Division Summary						
Fund Name : Cable Television						
Business Area : Mayor's Office						
Fund No./Bus Area No. : 2428 / 2401 / 5000						
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Cable Television</b> <span style="float:right">500002</span>						
Instrumental in providing quality services to viewers and meeting programming goals. Provides DVD programming copies to city departments and viewers as requested.	16.3	4,618,933	18.6	4,359,908	20.0	5,554,293
<b>Total</b>	<u>16.3</u>	<u>4,618,933</u>	<u>18.6</u>	<u>4,359,908</u>	<u>20.0</u>	<u>5,554,293</u>

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Interest	5,920	5,400	5,600	5,600
Miscellaneous/Other	4,788,426	4,774,500	5,107,581	5,304,400
<b>Grand Total Revenues</b>	<b><u>4,794,346</u></b>	<b><u>4,779,900</u></b>	<b><u>5,113,181</u></b>	<b><u>5,310,000</u></b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Tourism Promotion Special Revenue Fund  
**Business Area** : Mayor's Office  
**Fund No./Bus. Area No.** : 2429 / 5000

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	3,694	3,694	12,725
Current Revenues	3,021,179	3,021,179	20,196,889
Total Available Resources	<u>3,024,873</u>	<u>3,024,873</u>	<u>20,209,614</u>
Maintenance and Operations	3,012,148	3,012,148	20,196,889
Total Expenditures	<u>3,012,148</u>	<u>3,012,148</u>	<u>20,196,889</u>
Planned Ending Fund Balance	<u>12,725</u>	<u>12,725</u>	<u>12,725</u>
Total Budget	<u><u>3,024,873</u></u>	<u><u>3,024,873</u></u>	<u><u>20,209,614</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	12,725	12,725	12,725
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Tourism Promotion Special Revenue Fund (2429). Also included are the beginning and ending fund balances, total revenues, and total expenditures.

The Tourism Promotion Special Revenue Fund was created to include special events and civic celebrations, activities designed to promote business travel, hotel occupancy, tourism and arts programs in the City of Houston, as well as protocol services.

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.

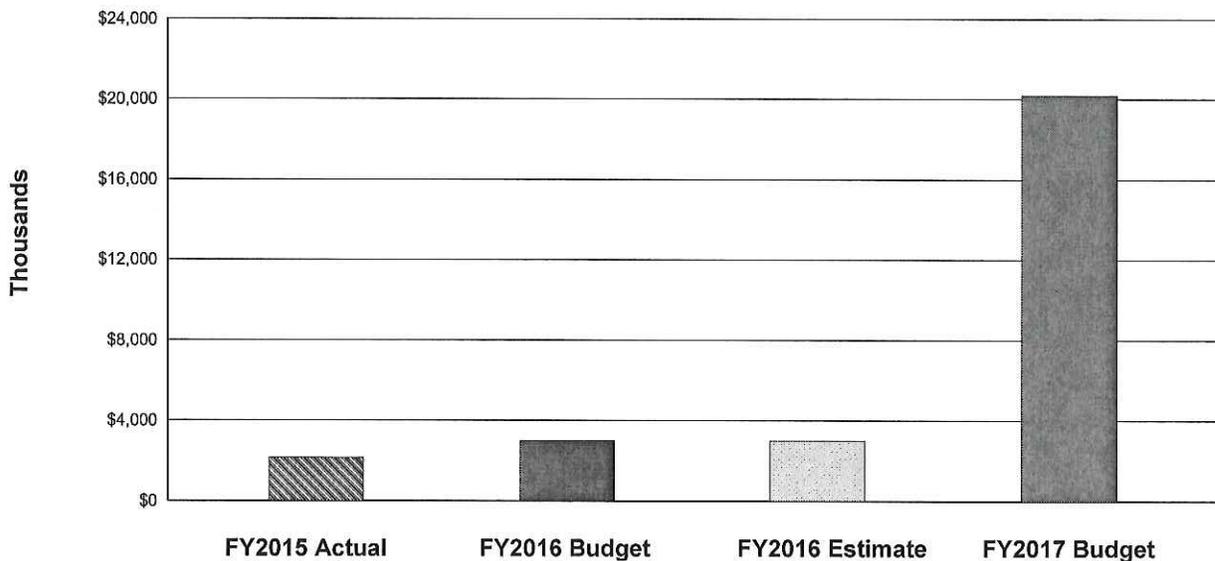
The Mayor's Office of Cultural Affairs (MOCA) facilitates the City's Arts and Cultural Plan. The office develops policies, oversees contracts for grants and cultural services, facilitates Civic Art, temporary art, donations to the City's art collection, community murals and special projects.

Special Cultural Initiatives reserves Hotel Occupancy Tax funds that will promote, develop, and publicize arts destinations, art activities, and arts exhibitions and displays, in order to enhance Houston's image and reputation as an arts city and a destination for cultural tourism.

**FISCAL YEAR 2017 BUDGET**

<b>Business Area Budget Summary</b>					
<b>Fund Name : Tourism Promotion Special Revenue Fund</b>					
<b>Business Area : Mayor's Office</b>					
<b>Fund No. /Bus. Area No. : 2429 / 5000</b>					
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	1,689,396	2,158,771	2,158,842	<b>2,395,284</b>
	Supplies	93,705	128,252	128,182	<b>97,724</b>
	Other Services and Charges	370,612	725,125	725,124	<b>17,703,881</b>
	Total M & O Expenditures	<u>2,153,713</u>	<u>3,012,148</u>	<u>3,012,148</u>	<b>20,196,889</b>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	<u>2,153,713</u>	<u>3,012,148</u>	<u>3,012,148</u>	<b>20,196,889</b>
Revenues		2,157,406	3,021,179	3,021,179	<b>20,196,889</b>
Staffing	Full-Time Equivalent - Civilian	21.0	21.0	21.0	<b>23.0</b>
	Full-Time Equivalent - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalent - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>21.0</u>	<u>21.0</u>	<u>21.0</u>	<b>23.0</b>
	Full-Time Equivalent - Overtime	0.6	0.5	0.5	<b>0.6</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits and pension contribution increases.</li> <li>o The FY2017 Budget reflects the transfer of the Cultural Affairs office from the Mayor's Office General Fund.</li> <li>o The FY2017 Budget includes \$17.6 million for the encouragement, promotion improvement, and application of the arts to promote tourism, offset by Hotel Occupancy Tax revenue from Houston First. This was previously reported in the General Fund.</li> <li>o This fund was previously known as the Houston Civic Events Special Revenue Fund.</li> </ul>				

**Tourism Promotion Special Revenue Fund  
Mayor's Office  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Tourism Promotion Special Revenue Fund</b>							
<b>Business Area : Mayor's Office</b>							
<b>Fund No. /Bus Area No. : 2429 / 5000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Houston Civic Events</b> <span style="float:right"><b>500003</b></span>							
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 - MOSE and MOTIA.	21.0	2,153,713	21.0	3,012,148	21.0	2,996,181	
<b>Cultural Affairs</b> <span style="float:right"><b>500008</b></span>							
Implements the City's Arts and Cultural Plan. Assists the public and City departments realize cultural projects that advance their goals. Develops policies, oversees contracts for grants and cultural services, facilitates Civic Art, temporary art, donations to the City's art collection, community murals, and special projects.	0.0	0	0.0	0	2.0	258,652	
<b>Special Cultural Initiatives</b> <span style="float:right"><b>500009</b></span>							
Distribution to component units of the Hotel Occupancy Tax funds to promote tourism, civic celebration and city's Arts.	0.0	0	0.0	0	0.0	16,942,056	
<b>Total</b>	<b>21.0</b>	<b>2,153,713</b>	<b>21.0</b>	<b>3,012,148</b>	<b>23.0</b>	<b>20,196,889</b>	

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

Fund Name : Tourism Promotion Special Revenue Fund  
Business Area : Mayor's Office  
Fund No./Bus. Area No. : 2429 / 5000

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Licenses and Permits	37,028	33,000	33,000	<b>32,000</b>
Interest	5,537	10,000	6,000	<b>6,000</b>
Miscellaneous/Other	0	0	2,685	<b>0</b>
Other Resources	2,114,841	2,978,179	2,979,494	<b>20,158,889</b>
<b>Grand Total Revenues</b>	<u><u>2,157,406</u></u>	<u><u>3,021,179</u></u>	<u><u>3,021,179</u></u>	<u><u>20,196,889</u></u>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	4,660	4,660	<b>44,910</b>
Current Revenues	750,250	750,250	<b>750,250</b>
Total Available Resources	<u>754,910</u>	<u>754,910</u>	<b>795,160</b>
Maintenance and Operations	754,910	710,000	<b>710,000</b>
Total Expenditures	<u>754,910</u>	<u>710,000</u>	<b>710,000</b>
Planned Ending Fund Balance	<u>0</u>	<u>44,910</u>	<b>85,160</b>
Total Budget	<u><u>754,910</u></u>	<u><u>754,910</u></u>	<b><u><u>795,160</u></u></b>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	0	44,910	<b>85,160</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Municipal Courts Building Security Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The mission of the Municipal Court Building Security Fund is to protect the safety and welfare of civilians and employees by ensuring that adequate security equipment, procedures, and personnel are present at all court locations.

The Municipal Courts Department is responsible for administering the Municipal Court Building Security Fund at the direction of City Council as authorized by the Texas Code of Criminal Procedure Article 102.017, and the City of Houston Code of Ordinances, Chapter 16, Section 16-10. The Municipal Court Building Security Fund collects a \$3.00 court fee for each paid conviction of a Class "C" misdemeanor offense.

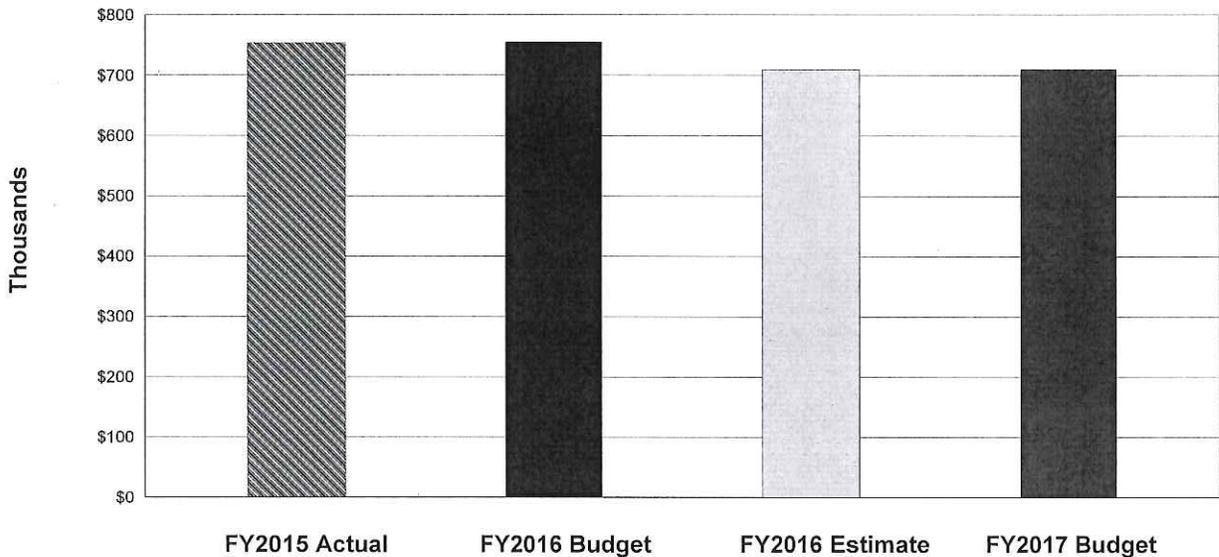
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Other Services and Charges	753,555	754,910	710,000	710,000
	Total M & O Expenditures	753,555	754,910	710,000	710,000
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	753,555	754,910	710,000	710,000
Revenues		679,496	750,250	750,250	750,250
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 FY2017 Budget includes:				
	<ul style="list-style-type: none"> <li>o Continued funding for contract security guards at all Municipal Court facilities.</li> <li>o Continued funding for armored car service to and from the central location, satellite courts and banking entity.</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Municipal Court Bldg Security Fund</b>						
<b>Business Area : Municipal Courts Department</b>						
<b>Fund No. /Bus Area No. : 2206 / 1600</b>						
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>MCD - Administrative Services 160001</b>						
The Municipal Court Building Security Fund allows for the funding of security enhancements and security services to protect the safety and welfare of civilians and employees at all court locations. The Municipal Court Building Security Fund collects a \$3.00 court fee for each paid conviction of a Class "C" misdemeanor offense.	0.0	753,555	0.0	710,000	0.0	710,000
<b>Total</b>	<b>0.0</b>	<b>753,555</b>	<b>0.0</b>	<b>710,000</b>	<b>0.0</b>	<b>710,000</b>

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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues Summary**

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

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Interest	523	250	250	250
Miscellaneous/Other	678,973	750,000	750,000	750,000
<b>Grand Total Revenues</b>	<u>679,496</u>	<u>750,250</u>	<u>750,250</u>	<u>750,250</u>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	257,285	257,285	835,884
Current Revenues	1,247,507	1,050,000	1,290,000
Total Available Resources	<u>1,504,792</u>	<u>1,307,285</u>	<u>2,125,884</u>
Maintenance and Operations	992,000	471,401	915,170
Debt Services	0	0	0
Total Expenditures	<u>992,000</u>	<u>471,401</u>	<u>915,170</u>
Planned Ending Fund Balance	<u>512,792</u>	<u>835,884</u>	<u>1,210,714</u>
Total Budget	<u><u>1,504,792</u></u>	<u><u>1,307,285</u></u>	<u><u>2,125,884</u></u>
 <u>Fund Balance Distribution</u>			
Non-Spendable	0	0	0
Restricted	512,792	835,884	1,210,714
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, FY2016 Estimate and the FY2017 Budget for the Municipal Courts Technology Fee Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The mission of the Municipal Court Technology Fund is to fund technological enhancements, system maintenance and technical support for the Municipal Courts to ensure effective processes and efficient court operations.

The Municipal Courts Department is responsible for administering the Municipal Courts Technology Fee Fund at the direction of City Council, as authorized by the Texas Code of Criminal Procedure, Article 102.0169, and City of Houston Code of Ordinances, Chapter 16 Section 16-13. The Municipal Court Technology Fee Fund collects a \$4.00 court fee for each paid conviction of a Class "C" misdemeanor offense.

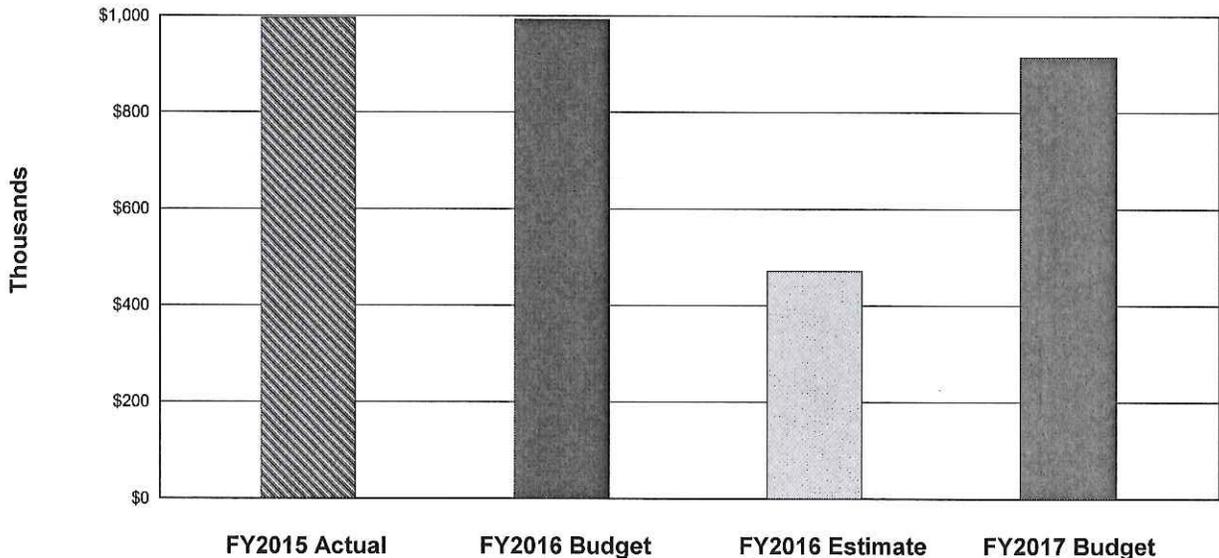
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	0	84,307	84,305	<b>189,266</b>
	Other Services and Charges	882,162	642,000	286,002	<b>375,904</b>
	Equipment	113,139	265,693	101,094	<b>350,000</b>
	Total M & O Expenditures	<u>995,301</u>	<u>992,000</u>	<u>471,401</u>	<u><b>915,170</b></u>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	<u>995,301</u>	<u>992,000</u>	<u>471,401</u>	<u><b>915,170</b></u>
Revenues		1,111,079	1,247,507	1,050,000	<b>1,290,000</b>
Staffing	Full-Time Equivalents - Civilian	0.0	0.4	0.4	<b>1.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>0.0</u>	<u>0.4</u>	<u>0.4</u>	<u><b>1.0</b></u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o A reduction of CourtView time and material support with the implementaion of CSMART in FY2016.</li> <li>o Funding for the implementation costs associated with performance tracking software for multi-vendor collection model.</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Municipal Court Technology Fee Fund</b>						
<b>Business Area : Municipal Courts Department</b>						
<b>Fund No. /Bus Area No. : 2207 / 1600</b>						
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>MCD - Administrative Services 160001</b>						
The Municipal Court Technology Fund allows for technological enhancements and system maintenance/technical support for the Municipal Courts to ensure effective processes and efficient court operations. The Municipal Court Technology Fund collects a \$4.00 court fee for each paid conviction of a Class "C" misdemeanor offense.	0.0	995,301	0.4	471,401	1.0	915,170
<b>Total</b>	<b>0.0</b>	<b>995,301</b>	<b>0.4</b>	<b>471,401</b>	<b>1.0</b>	<b>915,170</b>

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues 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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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Municipal Courts Fines and Forfeits	1,109,245	1,245,707	1,046,617	<b>806,617</b>
Interest	1,834	1,800	3,383	<b>3,383</b>
Miscellaneous/Other	0	0	0	<b>480,000</b>
<b>Grand Total Revenues</b>	<u><u>1,111,079</u></u>	<u><u>1,247,507</u></u>	<u><u>1,050,000</u></u>	<u><u>1,290,000</u></u>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Beginning Fund Balance	1,561,578	1,561,578	<b>1,163,740</b>
Current Revenues	1,436,362	1,179,454	<b>1,179,454</b>
Total Available Resources	<u>2,997,940</u>	<u>2,741,032</u>	<b><u>2,343,194</u></b>
Maintenance and Operations	2,006,826	1,577,292	<b>2,035,464</b>
Total Expenditures	<u>2,006,826</u>	<u>1,577,292</u>	<b><u>2,035,464</u></b>
Planned Ending Fund Balance	<u>991,114</u>	<u>1,163,740</u>	<b><u>307,730</u></b>
Total Budget	<u><u>2,997,940</u></u>	<u><u>2,741,032</u></u>	<b><u><u>2,343,194</u></u></b>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	991,114	1,163,740	<b>307,730</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 mission of the Juvenile Case Manager Fund is to provide funding for the salary and operational expenses of Juvenile Case Managers assigned to target campuses of Houston and Spring Branch Independent School Districts. The goal of the Program is to reduce truancy and limit juvenile exposure to the criminal justice system by early identification, assessment and prevention services, referrals to social services, and increased student family accountability.

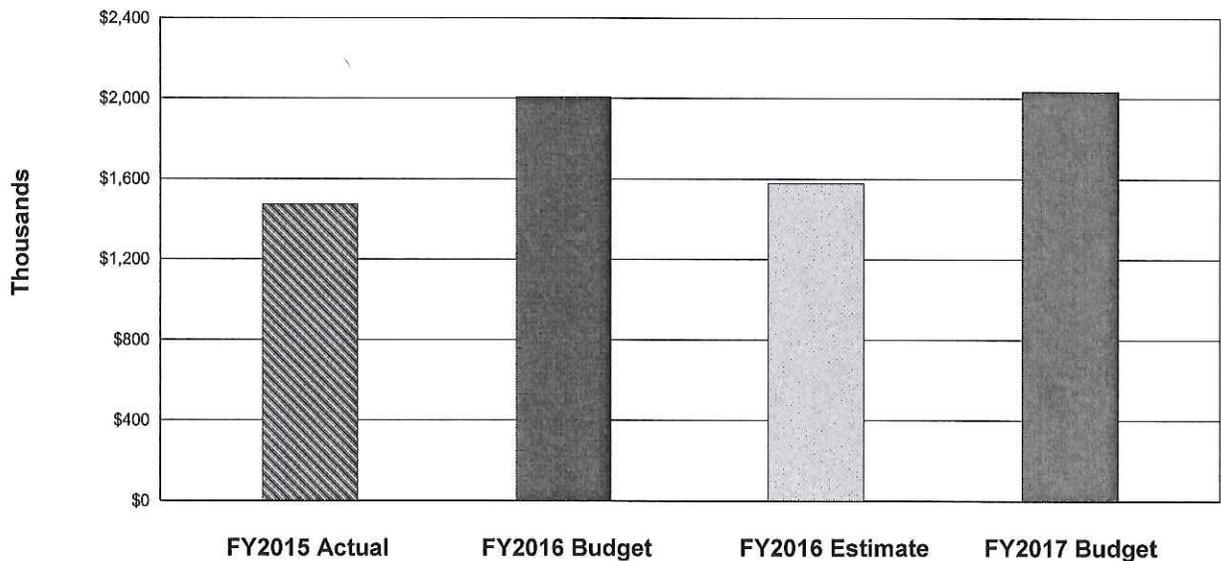
The Municipal Courts Department is responsible for administering the Juvenile Case Manager Fee Fund at the direction of City Council as authorized by the Texas Code of Criminal Procedure Article 45.056 and Article 102.0174 along with City of Houston Code of Ordinances, Chapter 16 Section 16-9. The Municipal Court Juvenile Case Manager Fee Fund collects a \$5.00 court fee for each paid conviction of a Class "C" misdemeanor offense. Legislative changes in 2014 allowed the City of Houston to collect an additional \$2.00 for every paid conviction as part of the State's Truancy Prevention and Diversion Program. The City of Houston retains \$1.00 and \$1.00 is remitted to the State.

**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Juvenile Case Manager Fee</b>			
<b>Business Area</b> :		<b>Municipal Courts Department</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>2211 / 1600</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	1,356,455	1,754,550	1,441,558	1,813,133
	Supplies	5,959	11,000	11,000	17,000
	Other Services and Charges	107,640	121,276	121,014	125,331
	Non-Capital Equipment	3,720	120,000	3,720	80,000
	Total M & O Expenditures	<u>1,473,774</u>	<u>2,006,826</u>	<u>1,577,292</u>	<u>2,035,464</u>
	Debt Service & Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditure	<u>1,473,774</u>	<u>2,006,826</u>	<u>1,577,292</u>	<u>2,035,464</u>
Revenues		1,269,346	1,436,362	1,179,454	1,179,454
Staffing	Full-Time Equivalents - Civilian	20.0	24.0	19.2	23.0
	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	<u>20.0</u>	<u>24.0</u>	<u>19.2</u>	<u>23.0</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				

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



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Juvenile Case Manager Fee</b> <b>Business Area : Municipal Courts Department</b> <b>Fund No. /Bus Area No. : 2211 / 1600</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>MCD - Judicial Operations Group 160007</b> The Juvenile Case Manager Fund allows for the salary/benefits and operational expenses of Juvenile Case Managers assigned to target campuses. The Juvenile Case Manager Fund collects a \$5.00 court fee for each paid conviction of a Class "C" misdemeanor offense. Legislative changes in 2014 allowed the City of Houston to collect an additional \$2 for every paid conviction as part of the State's Truancy Prevention and Diversion Program.	20.0	1,473,774	19.2	1,577,292	23.0	2,035,464	
<b>Total</b>	<b>20.0</b>	<b>1,473,774</b>	<b>19.2</b>	<b>1,577,292</b>	<b>23.0</b>	<b>2,035,464</b>	

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Municipal Courts Fines and Forfeits	1,257,630	1,424,116	1,167,147	<b>1,167,147</b>
Interest	11,451	12,246	12,307	<b>12,307</b>
Miscellaneous/Other	265	0	0	<b>0</b>
<b>Grand Total Revenues</b>	<b><u>1,269,346</u></b>	<b><u>1,436,362</u></b>	<b><u>1,179,454</u></b>	<b><u>1,179,454</u></b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	2,068,315	2,068,315	2,174,609
Current Revenues	574,282	863,608	863,608
Total Available Resources	<u>2,642,597</u>	<u>2,931,923</u>	<u>3,038,217</u>
Maintenance and Operations	678,186	357,314	472,024
Other Interfund Transfers	400,000	400,000	400,000
Total Expenditures	<u>1,078,186</u>	<u>757,314</u>	<u>872,024</u>
Planned Ending Fund Balance	<u>1,564,411</u>	<u>2,174,609</u>	<u>2,166,193</u>
Total Budget	<u><u>2,642,597</u></u>	<u><u>2,931,923</u></u>	<u><u>3,038,217</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	1,564,411	2,174,609	2,166,193
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Contractor Responsibility Fund. Also included are the beginning and ending fund balances, 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 the prescribed 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 Emergency Tele-Health and Navigation (ETHAN) 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 Houston Health Department (HHD) 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 HHD. HHD 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 Tex-Health 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.

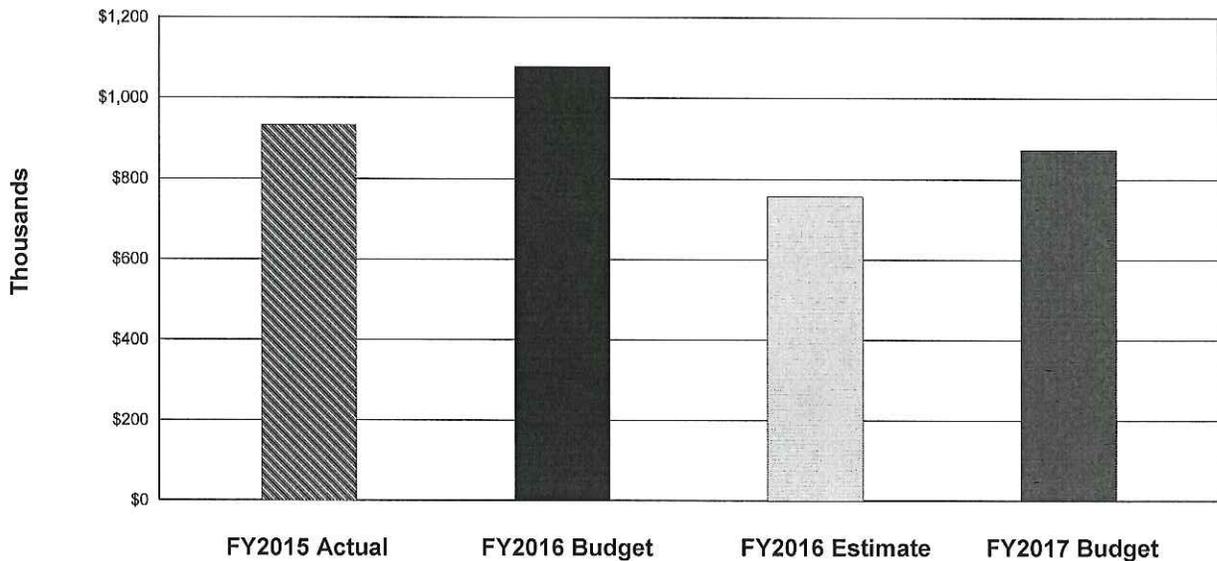
ETHAN is a collaboration among Harris County Healthcare Alliance, Houston Fire Department (HFD), Harris County RIDES, and Community Health Centers. ETHAN provides non-emergency 9-1-1 callers with the option of a no-cost cab ride to an emergency department or a community health center. Also provides the option of scheduling an appointment at a community health center at no charge. The program has implemented the ability for physicians to communicate with patients to determine if they are non-emergent and provide advice on the outcome. 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 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Contractor Responsibility Fund</b>			
<b>Business Area</b> :		<b>Office of Business Opportunity</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>2424 / 5100</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	124,142	129,276	132,605	144,422
	Supplies	0	0	0	1,000
	Other Services and Charges	409,386	548,910	224,709	326,602
	Total M & O Expenditures	533,528	678,186	357,314	472,024
	Debt Service & Other Uses	400,000	400,000	400,000	400,000
	Total Expenditure	933,528	1,078,186	757,314	872,024
Revenues		955,911	574,282	863,608	863,608
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	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o Continue commitment to support the Care Houston Program with estimated costs of \$400,000.				
	o Significant decrease in 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.				
	o Decrease in funding for the ETHAN Program due to changes in scope of services over a specific period of time.				

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



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

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

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Ratio of Play Option Contracts	60%	60%	60%	65%
Expenditures Adopted Budget vs Actual Utilization	71%	98%	70%	98%
Revenues Adopted Budget vs Actual Utilization	227%	100%	150%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Contractor Responsibility Fund</b> <b>Business Area : Office of Business Opportunity</b> <b>Fund No. /Bus Area No. : 2424 / 5100</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Certification &amp; Compliance 510002</b> 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	933,528	2.0	757,314	2.0	872,024	
<b>Total</b>	<b>2.0</b>	<b>933,528</b>	<b>2.0</b>	<b>757,314</b>	<b>2.0</b>	<b>872,024</b>	

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Interest	15,063	13,500	13,608	13,608
Miscellaneous/Other	940,848	560,782	850,000	850,000
<b>Grand Total Revenues</b>	<b>955,911</b>	<b>574,282</b>	<b>863,608</b>	<b>863,608</b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Bayou Greenway 2020  
**Business Area** : Parks and Recreation  
**Fund No./Bus. Area No.** : 2106 / 3600

	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Beginning Fund Balance	407,359	407,359	415,181
Current Revenues	950,000	950,000	1,330,000
Total Available Resources	<u>1,357,359</u>	<u>1,357,359</u>	<u>1,745,181</u>
Maintenance and Operations	950,000	942,178	1,228,424
Total Expenditures	<u>950,000</u>	<u>942,178</u>	<u>1,228,424</u>
Planned Ending Fund Balance	<u>407,359</u>	<u>415,181</u>	<u>516,757</u>
Total Budget	<u><u>1,357,359</u></u>	<u><u>1,357,359</u></u>	<u><u>1,745,181</u></u>

**Fund Balance Distribution**

Non-Spendable	0	0	0
Restricted	407,359	415,181	516,757
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 was created October 16, 2013, by Ordinance No. 2013-0949. This fund is administered by the Houston Parks and Recreation Department (HPARD) with the intent 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.

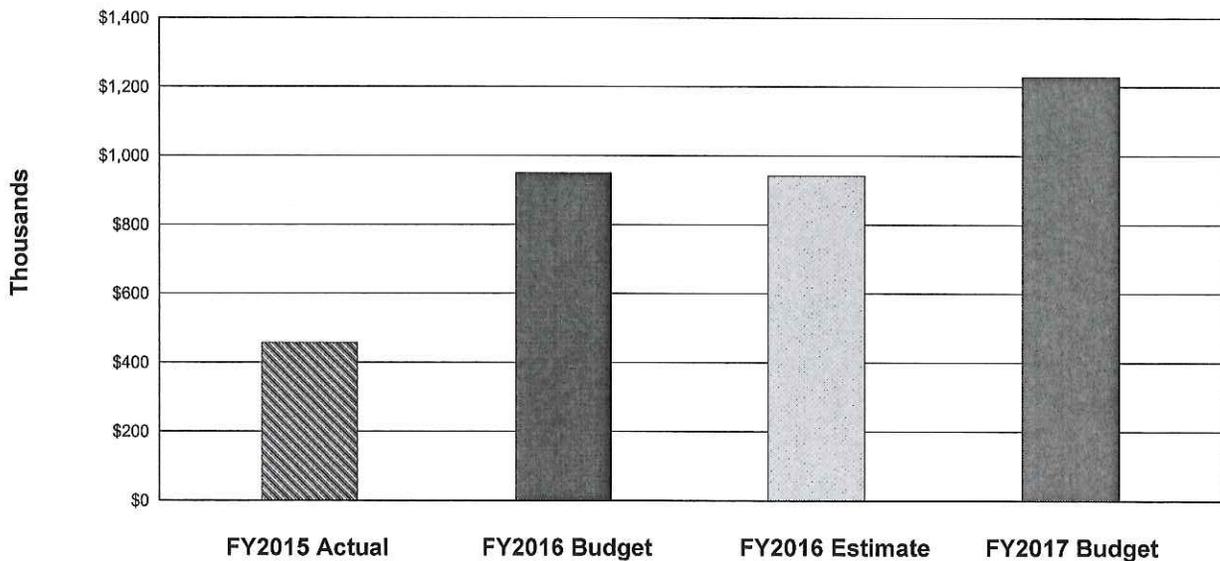
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Bayou Greenway 2020  
**Business Area** : Parks and Recreation  
**Fund No. /Bus. Area No.** : 2106 / 3600

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	410,697	811,115	811,115	897,327
	Supplies	10,501	46,650	46,650	45,000
	Other Services and Charges	35,870	92,235	84,413	111,097
	Equipment	0	0	0	175,000
	Total M & O Expenditures	<u>457,068</u>	<u>950,000</u>	<u>942,178</u>	<u>1,228,424</u>
	Debt Service & Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditure	<u>457,068</u>	<u>950,000</u>	<u>942,178</u>	<u>1,228,424</u>
Revenues		864,427	950,000	950,000	1,330,000
Staffing	Full-Time Equivalents - Civilian	2.9	17.0	17.0	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	<u>2.9</u>	<u>17.0</u>	<u>17.0</u>	<u>17.0</u>
	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 FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 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 The FY2017 budget continues the upkeep of White Oak Bayou by providing mowing, delimiting, and maintenance of the entire area.</li> <li>o The FY2017 budget is projecting an increase in revenue due to three(3) more segments starting operations in July 2016 for a total of 10 segments.</li> </ul>				

**Bayou Greenway 2020  
Parks and Recreation  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

Fund Name : Bayou Greenway 2020  
 Business Area : Parks and Recreation  
 Fund No. /Bus. Area No. : 2106 / 3600

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Meadow Mowing Occurrences per Year	27	27	27	27
Expenditures Adopted Budget vs Actual Utilization	N/A	98%	99%	98%
Revenues Adopted Budget vs Actual Utilization	N/A	100%	100%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Bayou Greenway 2020</b>							
<b>Business Area : Parks and Recreation</b>							
<b>Fund No. /Bus Area No. : 2106 / 3600</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>HPARD - Bayou Greenways 2020</b> <span style="float:right"><b>360017</b></span>							
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.	2.9	457,068	17.0	942,178	17.0	1,228,424	
<b>Total</b>	<b>2.9</b>	<b>457,068</b>	<b>17.0</b>	<b>942,178</b>	<b>17.0</b>	<b>1,228,424</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

Fund Name : Bayou Greenway 2020  
 Business Area : Parks and Recreation  
 Fund No./Bus. Area No. : 2106 / 3600

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	862,310	950,000	950,000	1,330,000
Interest	2,117	0	0	0
<b>Grand Total Revenues</b>	<b><u>864,427</u></b>	<b><u>950,000</u></b>	<b><u>950,000</u></b>	<b><u>1,330,000</u></b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	1,420,483	1,420,483	1,422,186
Current Revenues	6,289,100	6,289,100	6,197,600
Total Available Resources	<u>7,709,583</u>	<u>7,709,583</u>	<u>7,619,786</u>
Maintenance and Operations	6,289,634	6,287,397	6,276,655
Total Expenditures	<u>6,289,634</u>	<u>6,287,397</u>	<u>6,276,655</u>
Planned Ending Fund Balance	<u>1,419,949</u>	<u>1,422,186</u>	<u>1,343,131</u>
Total Budget	<u><u>7,709,583</u></u>	<u><u>7,709,583</u></u>	<u><u>7,619,786</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	1,419,949	1,422,186	1,343,131
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 on June 22, 2011 (Ordinance 2011-547). The fund collects revenues derived from city-owned golf revenue-producing facilities and all related concession fees whether operated by the City or private entities. The monies collected in this fund are to be used exclusively for the maintenance, operation activities and enhancements of all city-owned golf courses.

These funds are also used for repairs, replacement, and renovations of golf revenue-producing facilities as well as maintaining equipment and operational activities at golf revenue-producing facilities.

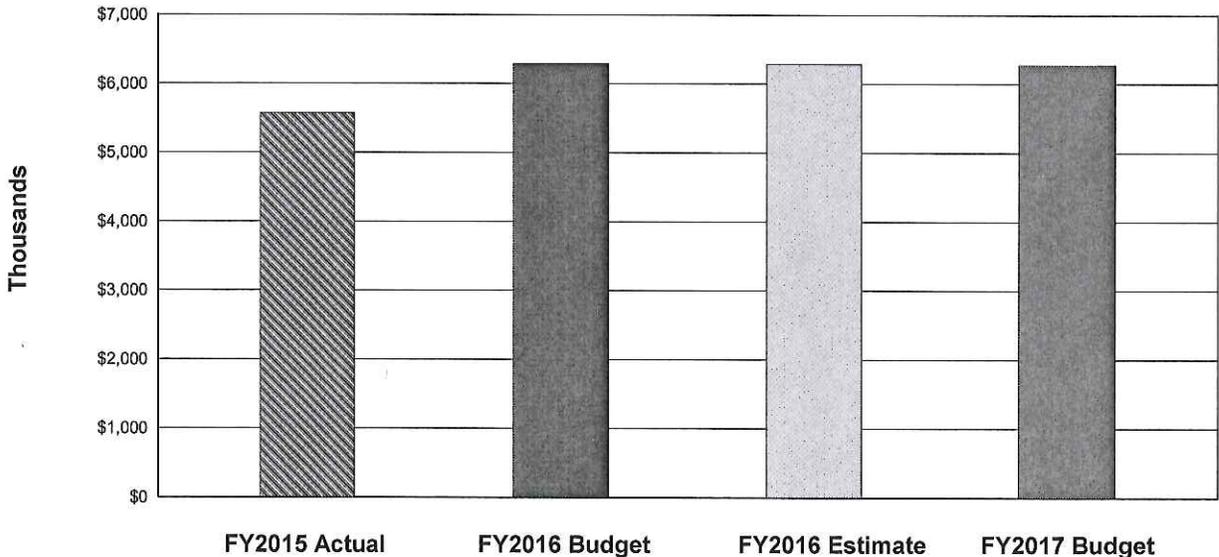
In February 2016, an agreement was initiated with the Houston Golf Association (HGA) to assume responsibility and operation of Gus Wortham Golf Course.

**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Parks Golf Special Fund</b>			
<b>Business Area</b> :		<b>Parks and Recreation</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>2104 / 3600</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	3,871,483	4,302,322	4,349,692	4,500,656
	Supplies	724,790	736,982	736,982	790,050
	Other Services and Charges	925,510	1,072,770	1,023,163	985,949
	Equipment	55,491	177,560	177,560	0
	Total M & O Expenditures	<u>5,577,274</u>	<u>6,289,634</u>	<u>6,287,397</u>	<u>6,276,655</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>5,577,274</u>	<u>6,289,634</u>	<u>6,287,397</u>	<u>6,276,655</u>
Revenues		5,635,018	6,289,100	6,289,100	6,197,600
Staffing	Full-Time Equivalents - Civilian	69.7	81.5	81.5	79.5
	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	<u>69.7</u>	<u>81.5</u>	<u>81.5</u>	<u>79.5</u>
	Full-Time Equivalents - Overtime	2.6	4.2	4.2	2.9
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o Continue to provide well-maintained, attractive and safe golf courses.				
	o Administers the operation and maintenance of City operated and privatized golf courses to achieve the highest standard both in performance and customer service.				

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



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

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

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Driving Range Revenue	\$921,548	\$933,100	\$919,000	\$895,100
Driving Range Users	43,895	177,622	150,301	149,477
Golf Rounds	146,681	170,890	145,281	156,177
Golf Rounds Revenue	\$3.1M	\$3.5M	\$3.6M	\$3.5M
Privatized Golf Course - Annual Inspection	3	2	2	2
Expenditures Adopted Budget vs Actual Utilization	86%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	87%	100%	100%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Parks Golf Special Fund</b>							
<b>Business Area : Parks and Recreation</b>							
<b>Fund No. /Bus Area No. : 2104 / 3600</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>PRD - Golf Courses</b> <span style="float:right"><b>360011</b></span>							
Manages The City of Houston (COH) operated golf courses (Brock, Glenbrook and Sharpstown), and oversees contract compliance for privatized golf courses (Gus Wortham, Melrose and Hermann) to achieve the highest standard both in golfing experience and customer satisfaction.	35.6	2,864,623	41.0	3,164,257	39.0	3,125,883	
<b>PRD - Memorial Golf Courses</b> <span style="float:right"><b>360012</b></span>							
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.	34.1	2,712,651	40.5	3,123,140	40.5	3,150,772	
<b>Total</b>	<b>69.7</b>	<b>5,577,274</b>	<b>81.5</b>	<b>6,287,397</b>	<b>79.5</b>	<b>6,276,655</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	5,623,866	6,281,400	6,260,800	6,190,000
Other Fines and Forfeits	0	100	100	100
Interest	10,236	7,000	7,000	7,000
Miscellaneous/Other	916	600	21,200	500
<b>Grand Total Revenues</b>	<u><u>5,635,018</u></u>	<u><u>6,289,100</u></u>	<u><u>6,289,100</u></u>	<u><u>6,197,600</u></u>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	6,561,248	6,561,248	<b>6,186,370</b>
Current Revenues	2,038,200	2,038,200	<b>2,215,900</b>
Total Available Resources	<u>8,599,448</u>	<u>8,599,448</u>	<b>8,402,270</b>
Maintenance and Operations	2,421,705	2,413,078	<b>2,493,934</b>
Total Expenditures	<u>2,421,705</u>	<u>2,413,078</u>	<b>2,493,934</b>
Planned Ending Fund Balance	<u>6,177,743</u>	<u>6,186,370</u>	<b>5,908,336</b>
Total Budget	<u><u>8,599,448</u></u>	<u><u>8,599,448</u></u>	<b><u><u>8,402,270</u></u></b>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	6,177,743	6,186,370	<b>5,908,336</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Parks Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In 1981, City Council directed that revenues from revenue-generating activities should be deposited in a "Parks Special Revenue Fund." These funds should be used for repairs, 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

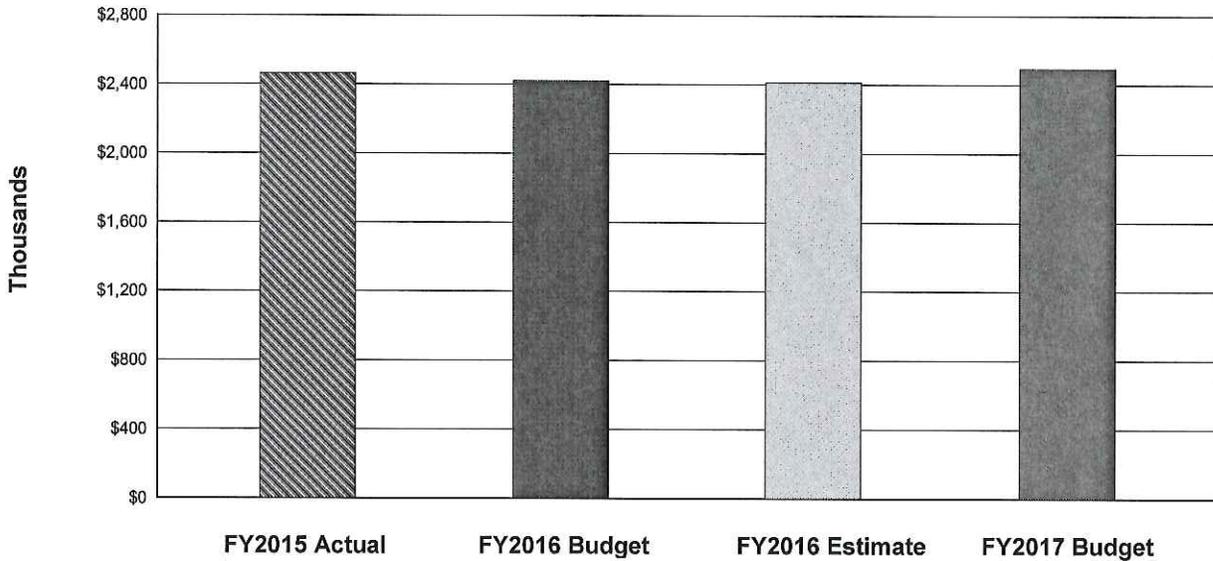
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	422,156	527,075	530,951	581,199
	Supplies	350,336	457,500	419,000	638,100
	Other Services and Charges	1,691,264	1,431,130	1,457,127	1,274,635
	Equipment	1,664	0	0	0
	Non-Capital Equipment	0	6,000	6,000	0
	Total M & O Expenditures	2,465,420	2,421,705	2,413,078	2,493,934
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	2,465,420	2,421,705	2,413,078	2,493,934
Revenues		2,184,289	2,038,200	2,038,200	2,215,900
Staffing	Full-Time Equivalents - Civilian	7.5	11.0	11.0	10.9
	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	7.5	11.0	11.0	10.9
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o Promotes tennis programs through the website, media, town hall meetings, and citizens community base.				
	o Continues to provide well maintained, attractive and safe tennis facilities.				
	o Supplements summer programs by purchasing t-shirts, sponsoring field and day camping nature trips, and making improvements to Memorial Tennis Center.				
	o Continues to enhance and strengthen existing public and private partnerships.				

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</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>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Adaptive Recreation Rentals	54	73	37	87
Adaptive Recreation Rentals Revenue	\$17,544	\$23,800	\$13,105	\$28,300
Adult, Youth & Private Leagues Rentals	4,207	3,622	3,698	3,718
Adult, Youth & Private Leagues Revenue	\$407,493	\$362,800	\$437,000	\$441,900
Cabin Lodge/Lakeside Cabin/Dining Hall Reservations	997	1,713	1,150	1,230
Cabin Lodge/Lakeside Cabin/Dining Hall Revenue	\$127,235	\$107,030	\$155,010	\$165,900
Temporary Park/Vendor Concessions Permits	226	295	302	305
Temporary Park/Vendor Concessions Permits Revenue	\$34,200	\$31,000	\$34,000	\$35,000
Tennis Center Rentals	36,604	44,507	39,000	41,500
Tennis Center Revenue	\$148,200	\$190,000	\$186,500	\$186,500
Expenditures Adopted Budget vs Actual Utilization	105%	98%	100%	98%
Revenues Adopted Budget vs Actual Utilization	112%	100%	100%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>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	19,999	0.0	383,524	0.0	257,700	
<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	333,756	0.0	427,700	0.0	420,800	
<b>Tennis Centers 360011</b> Oversees the operations of three tennis centers to achieve the utmost performance and customer service.	7.5	520,497	11.0	689,704	10.9	727,757	
<b>Greenspace Management 360013</b> The division offers cyclical ground maintenance of City of Houston 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	1,299,646	0.0	616,900	0.0	638,900	
<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	291,522	0.0	295,250	0.0	448,777	
<b>Total</b>	<b>7.5</b>	<b>2,465,420</b>	<b>11.0</b>	<b>2,413,078</b>	<b>10.9</b>	<b>2,493,934</b>	

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues 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>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	223,735	190,300	190,300	<b>195,100</b>
Charges for Services	1,786,238	1,681,000	1,674,600	<b>1,897,500</b>
Other Fines and Forfeits	47	100	100	<b>100</b>
Interest	51,894	45,000	45,000	<b>52,000</b>
Miscellaneous/Other	122,375	121,800	128,200	<b>71,200</b>
<b>Grand Total Revenues</b>	<b><u>2,184,289</u></b>	<b><u>2,038,200</u></b>	<b><u>2,038,200</u></b>	<b><u>2,215,900</u></b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name : Historic Preservation Fund**

**Fund No./Bus. Area No. : 2306 / 3400 / 7000**

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	1,702,473	1,702,473	<b>1,314,523</b>
Current Revenues	929,000	362,000	<b>333,000</b>
Total Available Resources	<u>2,631,473</u>	<u>2,064,473</u>	<u><b>1,647,523</b></u>
Maintenance and Operations	759,650	749,950	<b>458,650</b>
Total Expenditures	<u>759,650</u>	<u>749,950</u>	<u><b>458,650</b></u>
Planned Ending Fund Balance	<u>1,871,823</u>	<u>1,314,523</u>	<u><b>1,188,873</b></u>
Total Budget	<u><u>2,631,473</u></u>	<u><u>2,064,473</u></u>	<u><u><b>1,647,523</b></u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	1,871,823	1,314,523	<b>1,188,873</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Historic Preservation Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Programs within the Historic Preservation Fund are administered by the Planning & Development (P&D) Department and the Houston Public Library (HPL).

The program administered by the 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.

The program administered by Houston Public Library (HPL) 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. 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.

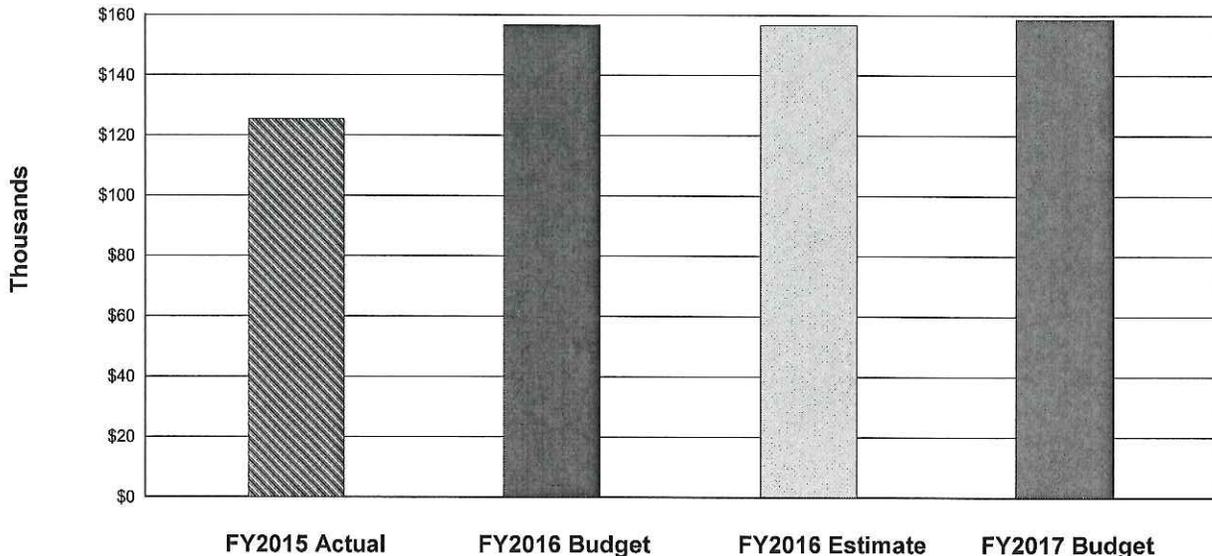
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Supplies	1,750	1,000	1,000	1,000
	Other Services and Charges	117,597	155,650	155,650	157,650
	Non-Capital Equipment	5,997	0	0	0
	Total M & O Expenditures	<u>125,344</u>	<u>156,650</u>	<u>156,650</u>	<u>158,650</u>
	Debt Service & Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditure	<u>125,344</u>	<u>156,650</u>	<u>156,650</u>	<u>158,650</u>
Revenues		377,606	325,000	350,000	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	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	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 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Historic Preservation Fund</b>							
<b>Business Area : Library</b>							
<b>Fund No. /Bus Area No. : 2306 / 3400</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>HPL - Historic Building</b> <span style="float:right"><b>340008</b></span>							
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	125,344	0.0	156,650	0.0	158,650	
<b>Total</b>	<b>0.0</b>	<b>125,344</b>	<b>0.0</b>	<b>156,650</b>	<b>0.0</b>	<b>158,650</b>	

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	377,581	325,000	350,000	325,000
Other Fines and Forfeits	25	0	0	0
<b>Grand Total Revenues</b>	<u><u>377,606</u></u>	<u><u>325,000</u></u>	<u><u>350,000</u></u>	<u><u>325,000</u></u>



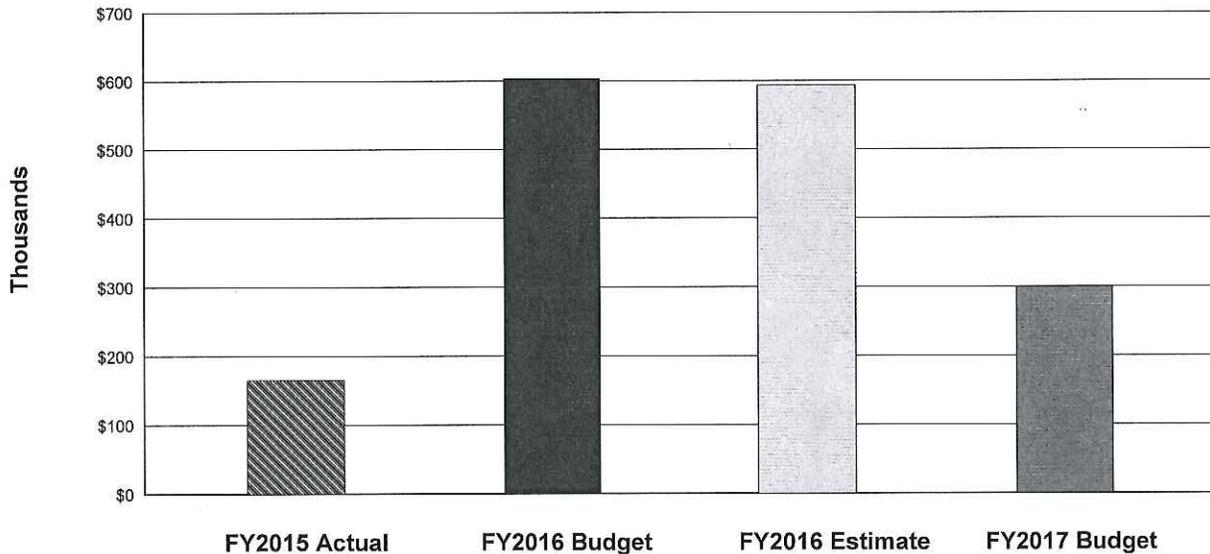
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Other Services and Charges	165,077	603,000	593,300	300,000
	Total M & O Expenditures	165,077	603,000	593,300	300,000
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	165,077	603,000	593,300	300,000
Revenues		594,120	604,000	12,000	8,000
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 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> <li>o FY2015 Actual reflects a one-time sale of a fire station and at the time of the FY2016 Budget creation, the department anticipated that this sale would occur in FY2016.</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Historic Preservation Fund</b>							
<b>Business Area : Planning &amp; Development</b>							
<b>Fund No. /Bus Area No. : 2306 / 7000</b>							
<b>Division Description</b>		<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>PD - Development Services</b>	<b>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	165,077	0.0	593,300	0.0	300,000
<b>Total</b>		<b>0.0</b>	<b>165,077</b>	<b>0.0</b>	<b>593,300</b>	<b>0.0</b>	<b>300,000</b>

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Interest	8,045	7,000	12,000	8,000
Miscellaneous/Other	0	597,000	0	0
Other Resources	586,075	0	0	0
<b>Grand Total Revenues</b>	<b>594,120</b>	<b>604,000</b>	<b>12,000</b>	<b>8,000</b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Planning & Development Special Revenue Fund  
**Business Area** : Planning & Development  
**Fund No./Bus. Area No.** : 2308 / 7000

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	0	0	569,271
Current Revenues	4,283,192	4,283,192	7,091,847
Total Available Resources	<u>4,283,192</u>	<u>4,283,192</u>	<u>7,661,118</u>
Maintenance and Operations	3,713,921	3,713,921	7,057,408
Total Expenditures	<u>3,713,921</u>	<u>3,713,921</u>	<u>7,057,408</u>
Planned Ending Fund Balance	<u>569,271</u>	<u>569,271</u>	<u>603,710</u>
Total Budget	<u><u>4,283,192</u></u>	<u><u>4,283,192</u></u>	<u><u>7,661,118</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	569,271	569,271	603,710
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Planning and Development Department (P&DD) Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Planning and Development Special Revenue Fund was created in December 2015 by Ordinance 2015-1319. Commencing on January 1, 2016, the fund was established to utilize development related fees for the operation, maintenance and support of the department's related programs and functions. The development related services include: subdivision plat review and one half of the minimum lot size/minimum building line program.

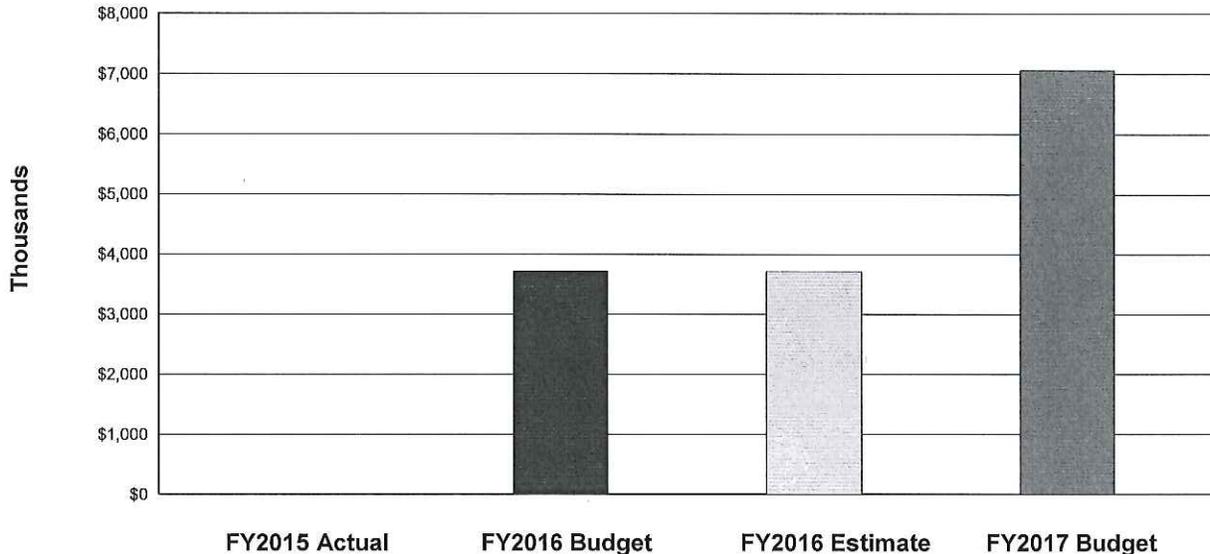
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Planning & Development Special Revenue Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus. Area No.** : 2308 / 7000

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	0	2,403,962	2,378,960	4,781,001
	Supplies	0	40,100	40,100	120,000
	Other Services and Charges	0	1,219,859	1,244,861	2,106,407
	Non-Capital Equipment	0	50,000	50,000	50,000
	Total M & O Expenditures	0	3,713,921	3,713,921	7,057,408
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	0	3,713,921	3,713,921	7,057,408
Revenues		0	4,283,192	4,283,192	7,091,847
Staffing	Full-Time Equivalents - Civilian	0.0	46.0	46.0	47.5
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	0.0	46.0	46.0	47.5
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<p>o The Planning and Development Special Revenue Fund commenced on January 1, 2016. The Fund was established to utilize development related fees for the operation, maintenance and support of the department's associated programs and functions, including subdivision plat review and one half of the minimum lot size/minimum building line program.</p> <p>o FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</p>				

**Planning & Development Special Revenue Fund  
 Planning & Development  
 Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Planning &amp; Development Special Revenue Fund</b>				
<b>Business Area : Planning &amp; Development</b>				
<b>Fund No. /Bus. Area No. : 2308 / 7000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Applications Reviewed: Development Plats	N/A	N/A	803	600
Applications Reviewed: Site Plans	N/A	N/A	19,958	17,500
Applications Reviewed: Subdivision Plats	N/A	N/A	2,558	2,150
Average Walk-in Customer Wait Time For Planner of the Day Services at Permitting Center (minutes)	N/A	N/A	10	5
Percentage of Commercial Plans Reviewed in 5 Business Days	N/A	N/A	5%	90%
Percentage of Residential Plans Reviewed in 3 Business Days	N/A	N/A	5%	90%
Expenditures Adopted Budget vs Actual Utilization	N/A	N/A	N/A	98%
Revenues Adopted Budget vs Actual Utilization	N/A	N/A	N/A	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Planning &amp; Development Special Revenue Fund</b>						
<b>Business Area : Planning &amp; Development</b>						
<b>Fund No. /Bus Area No. : 2308 / 7000</b>						
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>PD - Review Development Plats/Site Plans 700007</b> Reviews projects at permit stage of the development process for compliance with applicable land development codes (including, but not limited to, Chapter 42 – Subdivision, Development and Platting; Chapter 28 – Regulation of Towers, Location of Hotels, and Hazardous Enterprises; Chapter 26 – Off-Street Parking & Loading; Chapter 33 – Trees, Shrubs, and Screening Fences).	0.0	0	11.5	588,029	13.0	1,210,003
<b>PD - Review Subdiv Plat Application 700008</b> Reviews subdivision plat proposals, public and private street layouts, and general land plans as part of the initial stage of the development process for compliance with applicable land development codes (including, but not limited to, Chapter 42 – Subdivision, Development and Platting) and state law.	0.0	0	18.0	892,505	18.0	1,777,214
<b>PD - GIS Customer &amp; Admin Support 700009</b> Supports the core functions of the Planning & Development Department's land development, subdivision platting, and regulatory review responsibilities by providing customer service programs, noncompliance investigation and resolution, property addressing, internal administrative and managerial support, general analysis and forecasting of land development trends.	0.0	0	16.5	2,233,387	16.5	4,070,191
<b>Total</b>	<b>0.0</b>	<b>0</b>	<b>46.0</b>	<b>3,713,921</b>	<b>47.5</b>	<b>7,057,408</b>

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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Fund Name : Planning & Development Special Revenue Fund  
Business Area : Planning & Development  
Fund No./Bus. Area No. : 2308 / 7000

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Licenses and Permits	0	301,649	302,859	594,757
Charges for Services	0	3,981,543	3,980,333	6,497,090
<b>Grand Total Revenues</b>	<u><u>0</u></u>	<u><u>4,283,192</u></u>	<u><u>4,283,192</u></u>	<u><u>7,091,847</u></u>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	5,793,681	5,793,681	2,445,358
Current Revenues	7,129,706	3,406,319	6,002,707
Total Available Resources	<u>12,923,387</u>	<u>9,200,000</u>	<u>8,448,065</u>
Maintenance and Operations	9,163,272	6,754,642	8,448,065
Other Interfund Transfers	0	0	0
Total Expenditures	<u>9,163,272</u>	<u>6,754,642</u>	<u>8,448,065</u>
Planned Ending Fund Balance	<u>3,760,115</u>	<u>2,445,358</u>	<u>0</u>
Total Budget	<u><u>12,923,387</u></u>	<u><u>9,200,000</u></u>	<u><u>8,448,065</u></u>
<b><u>Fund Balance Distribution</u></b>			
Non-Spendable	0	0	0
Restricted	3,760,115	2,445,358	0
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 2017 BUDGET**

**Business Area Budget Summary**

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

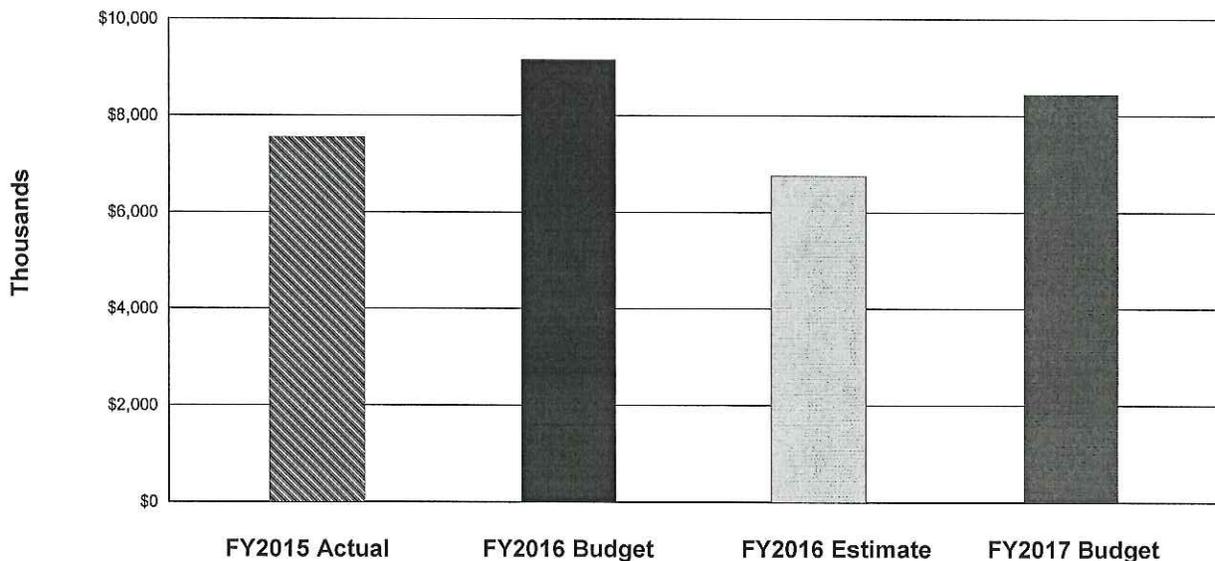
		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	2,688,092	2,600,000	2,600,000	3,300,000
	Supplies	2,573,335	2,071,000	1,579,279	997,065
	Other Services and Charges	1,192,396	2,231,033	1,801,167	1,569,000
	Equipment	370,229	1,473,935	135,935	0
	Non-Capital Equipment	734,828	787,304	638,261	2,582,000
	Total M & O Expenditures	7,558,880	9,163,272	6,754,642	8,448,065
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	7,558,880	9,163,272	6,754,642	8,448,065
Revenues		6,668,344	7,129,706	3,406,319	6,002,707

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	25.4	34.0	24.6	30.6

Significant Budget Changes and Highlights

- o Operates programs against drug dealers and money launderers.
- o Funds overtime for law enforcement activities.
- o Provides support for investigations and other law enforcement activities.
- o FY2017 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.

**Asset Forfeiture  
Police Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Asset Forfeiture</b> <b>Business Area : Police Department</b> <b>Fund No. /Bus. Area No. : 2202 / 2203 / 2204 / 1000</b>				
<b>Performance Measure</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Cash Seizure	\$20.0M	\$18.0M	\$18.0M	\$18.0M
Narcotics Related Arrests	13,012	17,000	17,000	17,000
Overtime Supported (FTEs)	\$2.6M	\$3.6M	\$2.6M	\$3.3M
Street Value of Seized Narcotics	\$245.6M	\$375.0M	\$775.0M	\$350.0M
Expenditures Adopted Budget vs Actual Utilization	65%	98%	56%	98%
Revenues Adopted Budget vs Actual Utilization	85%	100%	48%	100%

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Asset Forfeiture Funds</b> <span style="float: right;">100001</span> Provide funding for the enhancement of law enforcement activities.	0.0	7,558,880	0.0	6,754,642	0.0	8,448,065

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division	Name	FY2015 Actual		FY2016 Estimate		FY2017 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	
	<b>Total</b>	<u>0.0</u>	<u>7,558,880</u>	<u>0.0</u>	<u>6,754,642</u>	<u>0.0</u>	<u>8,448,065</u>
<b>Grand Total</b>							
	Civilian	0.0		0.0		0	
	Classified	0.0		0.0		0	
	Cadets	0.0		0.0		0	
	<b>Grand Total</b>	<u><u>0.0</u></u>	<u><u>7,558,880</u></u>	<u><u>0.0</u></u>	<u><u>6,754,642</u></u>	<u><u>0.0</u></u>	<u><u>8,448,065</u></u>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Interest	53,283	56,633	50,000	23,707
Miscellaneous/Other	6,615,061	7,073,073	3,356,319	5,979,000
<b>Grand Total Revenues</b>	<b><u>6,668,344</u></b>	<b><u>7,129,706</u></b>	<b><u>3,406,319</u></b>	<b><u>6,002,707</u></b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	3,337,469	3,337,469	1,592,813
Current Revenues	6,997,200	6,900,000	6,900,000
Total Available Resources	<u>10,334,669</u>	<u>10,237,469</u>	<u>8,492,813</u>
Maintenance and Operations	7,149,414	7,044,656	6,410,606
Debt Services	1,622,000	1,600,000	1,600,000
Total Expenditures	<u>8,771,414</u>	<u>8,644,656</u>	<u>8,010,606</u>
Planned Ending Fund Balance	<u>1,563,255</u>	<u>1,592,813</u>	<u>482,207</u>
Total Budget	<u><u>10,334,669</u></u>	<u><u>10,237,469</u></u>	<u><u>8,492,813</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	1,563,255	1,592,813	482,207
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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."

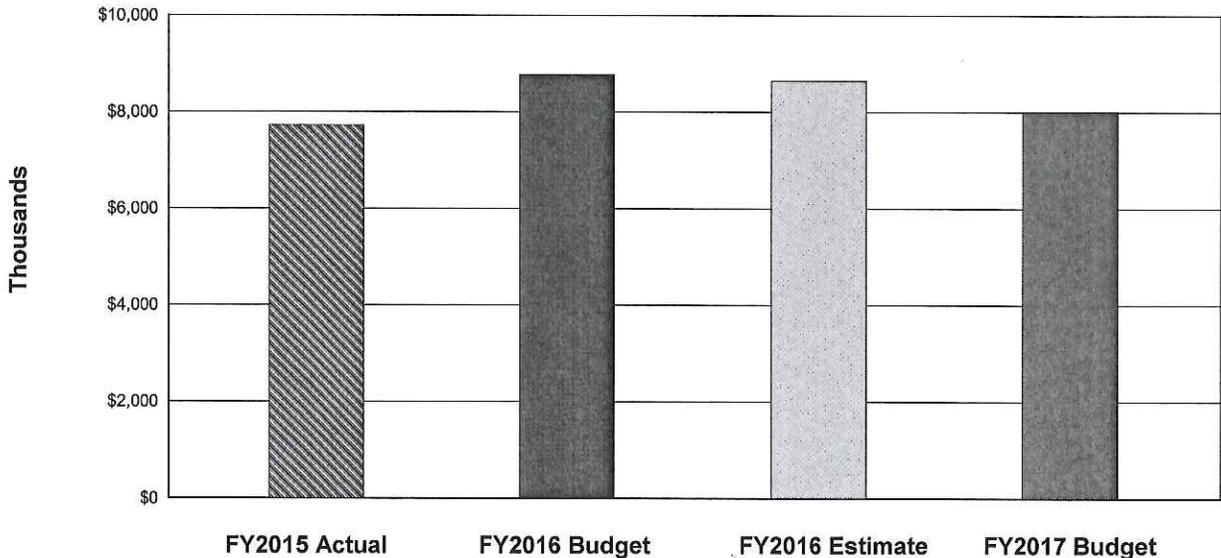
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	3,557,216	3,720,595	3,644,841	4,105,266
	Supplies	421,825	535,100	541,500	403,500
	Other Services and Charges	1,679,967	2,030,719	2,020,315	1,776,840
	Equipment	519,194	863,000	833,000	125,000
	Non-Capital Equipment	0	0	5,000	0
	Total M & O Expenditures	<u>6,178,202</u>	<u>7,149,414</u>	<u>7,044,656</u>	<u>6,410,606</u>
	Debt Service & Other Uses	1,543,925	1,622,000	1,600,000	1,600,000
Total Expenditure	<u>7,722,127</u>	<u>8,771,414</u>	<u>8,644,656</u>	<u>8,010,606</u>	
Revenues		6,700,203	6,997,200	6,900,000	6,900,000
Staffing	Full-Time Equivalents - Civilian	7.4	9.0	5.9	9.0
	Full-Time Equivalents - Classified	21.7	23.0	22.0	23.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	<u>29.1</u>	<u>32.0</u>	<u>27.9</u>	<u>32.0</u>
	Full-Time Equivalents - Overtime	2.8	6.5	6.5	6.5
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution; as well as municipal and classified employees contractual pay increases.</li> <li>o FY2017 budget continues the FY2016 service levels.</li> <li>o Funding totaling \$305,000 is provided for rent and shared services for Auto Dealers' personnel that are located in the Houston Permitting Center.</li> </ul>				

**Auto Dealers Fund  
Police Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Auto Dealers Fund</b> <b>Business Area : Police Department</b> <b>Fund No. /Bus. Area No. : 2200 / 1000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses Issued	12,365	12,331	9,010	10,710
Notification Letters	41,608	36,993	50,675	45,515
Storage Lots Regulated	74	152	60	60
Tow Truck Licenses	946	917	969	961
Vehicles Auctioned	18,059	20,166	18,250	17,480
Expenditures Adopted Budget vs Actual Utilization	87%	98%	99%	98%
Revenues Adopted Budget vs Actual Utilization	95%	100%	99%	100%

**FISCAL YEAR 2017 BUDGET**

Division Summary							
Fund Name : Auto Dealers Fund							
Business Area : Police Department							
Fund No. /Bus Area No. : 2200 / 1000							
Division Description		FY2015 Actual		FY2016 Estimate		FY2017 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Auto Dealers</b>	<b>100001</b>						
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.		29.1	7,722,127	27.9	8,644,656	32.0	8,010,606

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division	Name	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100001	Auto Dealers						
	Civilian	7.4		5.9		9.0	
	Classified	21.7		22.0		23.0	
	Cadets	0.0		0.0		0.0	
	<b>Total</b>	<u>29.1</u>	<u>7,722,127</u>	<u>27.9</u>	<u>8,644,656</u>	<u>32.0</u>	<u>8,010,606</u>
<b>Grand Total</b>							
	Civilian	7.4		5.9		9.0	
	Classified	21.7		22.0		23.0	
	Cadets	0.0		0.0		0.0	
	<b>Grand Total</b>	<u>29.1</u>	<u>7,722,127</u>	<u>27.9</u>	<u>8,644,656</u>	<u>32.0</u>	<u>8,010,606</u>

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues 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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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Licenses and Permits	2,690,220	2,900,000	2,700,000	<b>2,700,000</b>
Charges for Services	552,697	465,000	517,800	<b>517,800</b>
Other Fines and Forfeits	48	200	200	<b>200</b>
Interest	32,587	32,000	32,000	<b>32,000</b>
Miscellaneous/Other	3,424,651	3,600,000	3,650,000	<b>3,650,000</b>
<b>Grand Total Revenues</b>	<u><u>6,700,203</u></u>	<u><u>6,997,200</u></u>	<u><u>6,900,000</u></u>	<u><u>6,900,000</u></u>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016</u> <u>Current Budget</u>	<u>FY2016</u> <u>Estimate</u>	<u>FY2017</u> <u>Budget</u>
Beginning Fund Balance	3,807	3,807	0
Current Revenues	3,429,000	3,429,000	3,429,000
Total Available Resources	<u>3,432,807</u>	<u>3,432,807</u>	<u>3,429,000</u>
Maintenance and Operations	3,432,807	3,432,807	3,429,000
Total Expenditures	<u>3,432,807</u>	<u>3,432,807</u>	<u>3,429,000</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>3,432,807</u></u>	<u><u>3,432,807</u></u>	<u><u>3,429,000</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 FY2016 Budget, the FY2016 Estimate and the FY2017 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.

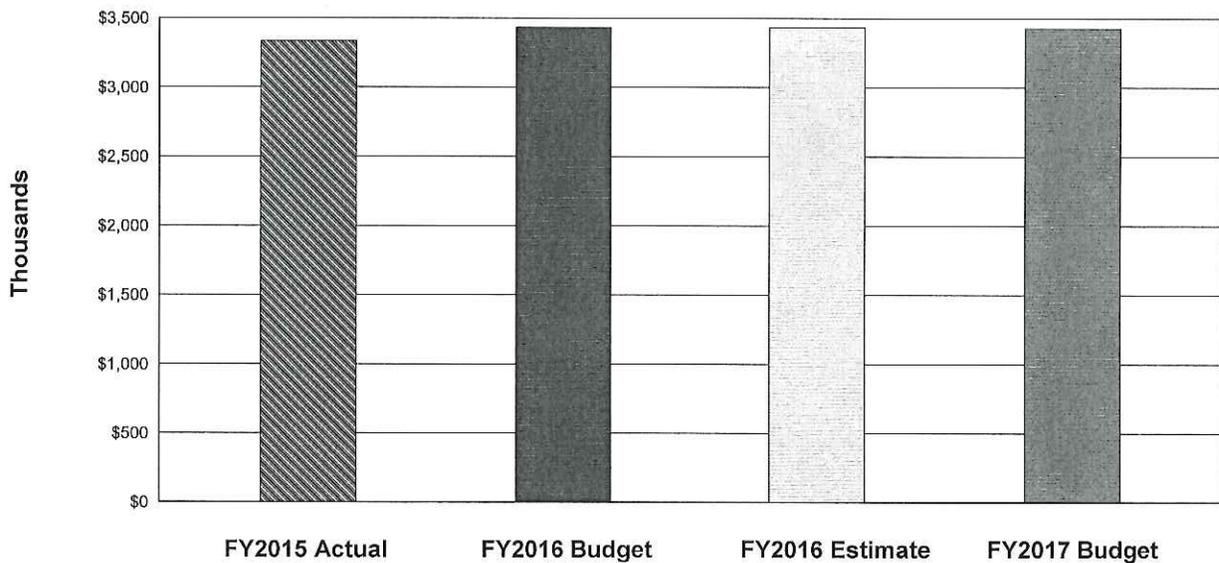
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Supplies	0	3,000	3,000	3,000
	Other Services and Charges	3,337,071	3,429,807	3,429,807	3,426,000
	Total M & O Expenditures	3,337,071	3,432,807	3,432,807	3,429,000
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	3,337,071	3,432,807	3,432,807	3,429,000
Revenues		3,280,807	3,429,000	3,429,000	3,429,000
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 2017 BUDGET**

**Business Area Performance Measures**

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

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Crossing Guards Funded	718	746	767	767
Schools and School Districts Funded for Crossing Guards	17	17	17	17
Expenditures Adopted Budget vs Actual Utilization	103%	98%	107%	98%
Revenues Adopted Budget vs Actual Utilization	101%	100%	106%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Child Safety Fund</b> <b>Business Area : Police Department</b> <b>Fund No. /Bus Area No. : 2209 / 1000</b>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 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	3,337,071	0.0	3,432,807	0.0	3,429,000	

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division	Name	FY2015 Actual		FY2016 Estimate		FY2017 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	
	<b>Total</b>	<u>0.0</u>	<u>3,337,071</u>	<u>0.0</u>	<u>3,432,807</u>	<u>0.0</u>	<u>3,429,000</u>
<b>Grand Total</b>							
	Civilian	0.0		0.0		0.0	
	Classified	0.0		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	<b>Grand Total</b>	<u>0.0</u>	<u>3,337,071</u>	<u>0.0</u>	<u>3,432,807</u>	<u>0.0</u>	<u>3,429,000</u>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Other Fines and Forfeits	777,301	824,000	824,000	824,000
Interest	7,108	20,000	20,000	20,000
Miscellaneous/Other	2,496,398	2,585,000	2,585,000	2,585,000
<b>Grand Total Revenues</b>	<b><u>3,280,807</u></b>	<b><u>3,429,000</u></b>	<b><u>3,429,000</u></b>	<b><u>3,429,000</u></b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	24,771	24,771	24,771
Current Revenues	9,863,963	9,839,192	8,545,134
Total Available Resources	<u>9,888,734</u>	<u>9,863,963</u>	<u>8,569,905</u>
Maintenance and Operations	9,863,963	9,839,192	8,545,134
Total Expenditures	<u>9,863,963</u>	<u>9,839,192</u>	<u>8,545,134</u>
Planned Ending Fund Balance	<u>24,771</u>	<u>24,771</u>	<u>24,771</u>
Total Budget	<u><u>9,888,734</u></u>	<u><u>9,863,963</u></u>	<u><u>8,569,905</u></u>
<b><u>Fund Balance Distribution</u></b>			
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 FY2016 Budget, the FY2016 Estimate, and the FY2017 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.

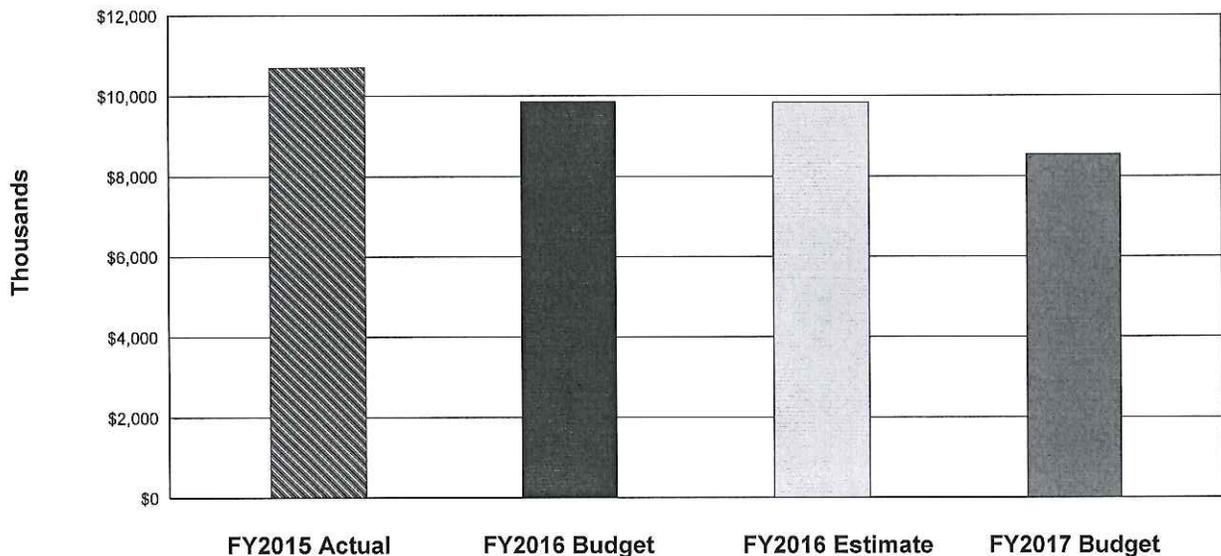
The Forensic Transition Special Fund resources will be used to receive, analyze, and preserve physical evidence while adhering to the highest standards of quality, objectivity, and ethics. Expert testimony that is impartial and scientifically reliable will be provided. The Forensic Transition Special 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 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Forensic Transition Special Fund</b>			
<b>Business Area</b> :		<b>Police Department</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>2213 / 1000</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	10,650,615	9,781,518	9,759,910	<b>8,484,327</b>
	Supplies	10,170	35,000	30,000	<b>32,341</b>
	Other Services and Charges	41,804	47,445	49,282	<b>28,466</b>
	Total M & O Expenditures	10,702,589	9,863,963	9,839,192	<b>8,545,134</b>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	10,702,589	9,863,963	9,839,192	<b>8,545,134</b>
Revenues		10,702,589	9,863,963	9,839,192	<b>8,545,134</b>
Staffing	Full-Time Equivalents - Civilian	58.5	35.0	35.8	<b>30.0</b>
	Full-Time Equivalents - Classified	50.8	45.0	45.3	<b>40.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	109.3	80.0	81.1	<b>70.0</b>
	Full-Time Equivalents - Overtime	2.9	3.0	3.1	<b>3.0</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution; as well as municipal and classified employees contractual pay increases.</li> <li>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 scene services.</li> <li>o Manage and maintain proficiency testing, audits, certifications, inspections, and performance.</li> <li>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.</li> </ul>				

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



**FISCAL YEAR 2017 BUDGET**

Division Summary							
<b>Fund Name</b>		: Forensic Transition Special Fund					
<b>Business Area</b>		: Police Department					
<b>Fund No. /Bus Area No.</b>		: 2213 / 1000					
Division Description		FY2015 Actual		FY2016 Estimate		FY2017 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<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.		109.3	10,702,589	81.1	9,839,192	70.0	8,545,134

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division	Name	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100005	Investigative Operations						
	Civilian	58.5		35.8		30.0	
	Classified	50.8		45.3		40.0	
	Cadets	0.0		0.0		0.0	
	<b>Total</b>	<u>109.3</u>	<u>10,702,589</u>	<u>81.1</u>	<u>9,839,192</u>	<u>70.0</u>	<u>8,545,134</u>
<b>Grand Total</b>							
	Civilian	58.5		35.8		30.0	
	Classified	50.8		45.3		40.0	
	Cadets	0.0		0.0		0.0	
	<b>Grand Total</b>	<u>109.3</u>	<u>10,702,589</u>	<u>81.1</u>	<u>9,839,192</u>	<u>70.0</u>	<u>8,545,134</u>

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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues 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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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	10,702,589	9,863,963	9,839,192	8,545,134
<b>Grand Total Revenues</b>	<u><u>10,702,589</u></u>	<u><u>9,863,963</u></u>	<u><u>9,839,192</u></u>	<u><u>8,545,134</u></u>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	6,764,311	6,764,311	<b>6,518,396</b>
Current Revenues	9,982,190	9,857,364	<b>7,661,616</b>
Total Available Resources	<u>16,746,501</u>	<u>16,621,675</u>	<u><b>14,180,012</b></u>
Maintenance and Operations	11,340,343	9,886,077	<b>10,480,888</b>
Debt Services	0	0	0
Total Expenditures	<u>11,557,545</u>	<u>10,103,279</u>	<u><b>10,691,888</b></u>
Planned Ending Fund Balance	<u>5,188,956</u>	<u>6,518,396</u>	<u><b>3,488,124</b></u>
Total Budget	<u><u>16,746,501</u></u>	<u><u>16,621,675</u></u>	<u><u><b>14,180,012</b></u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	5,188,956	6,518,396	<b>3,488,124</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate, and the FY2017 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.

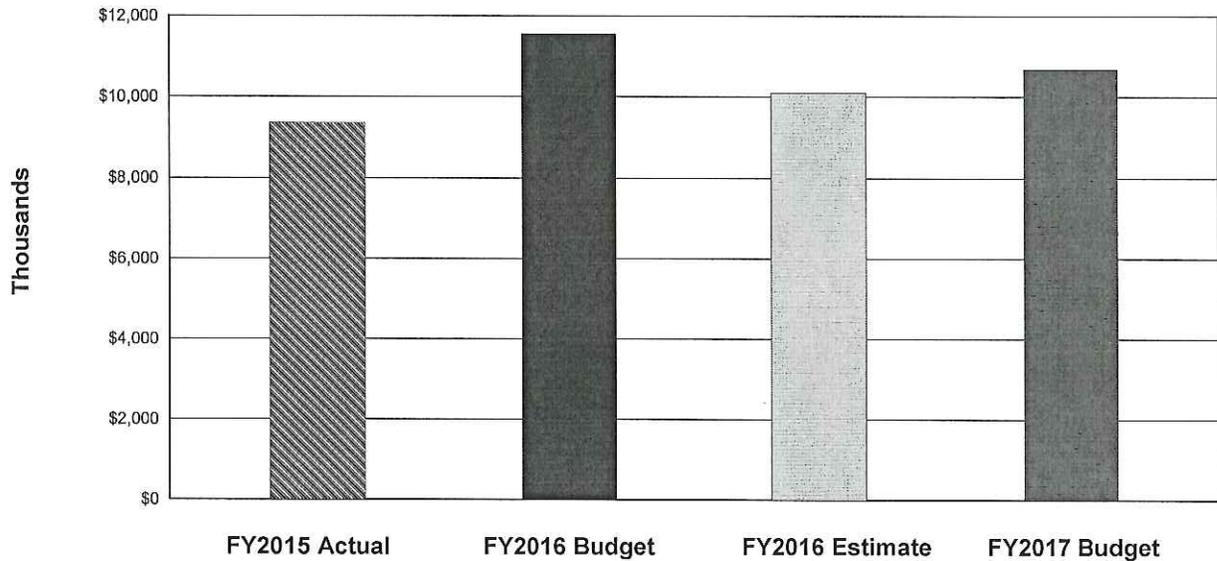
In FY2017, the Supplemental Environmental Protection functions will be reported in Police Special Services Fund. The Supplemental Environmental Protection Fund FY2016 ending balance will be transferred to Police Special Services Fund.

**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Police Special Services</b>			
<b>Business Area</b> :		<b>Police Department</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>2201 / 1000</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	7,548,030	7,550,835	8,159,445	6,609,202
	Supplies	176,025	1,662,996	177,581	1,521,887
	Other Services and Charges	1,544,951	1,623,715	1,057,317	2,021,734
	Equipment	89,328	492,797	491,734	308,065
	Non-Capital Equipment	1,786	10,000	0	20,000
	Total M & O Expenditures	<u>9,360,120</u>	<u>11,340,343</u>	<u>9,886,077</u>	<u>10,480,888</u>
	Debt Service & Other Uses	0	217,202	217,202	211,000
	Total Expenditure	<u>9,360,120</u>	<u>11,557,545</u>	<u>10,103,279</u>	<u>10,691,888</u>
Revenues	10,213,125	9,982,190	9,857,364	7,661,616	
Staffing	Full-Time Equivalents - Civilian	5.4	5.0	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	<u>5.4</u>	<u>5.0</u>	<u>2.0</u>	<u>2.0</u>
	Full-Time Equivalents - Overtime	62.7	64.7	69.7	48.9
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o The FY2017 Budget includes funding for the continuation of the Human Trafficking Unit and purchase of body cameras.				
	o The FY2017 budget continues FY2016 service levels with associated accounting for:				
	<ul style="list-style-type: none"> <li>- Law Enforcement Officers Standards in Education (LEOSE) – Funds received by the State and designated for training of police personnel.</li> <li>- Donations and contributions from private companies to designated divisions/commands.</li> <li>- 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.</li> </ul>				

**Police Special Services  
Police Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Police Special Services</b> <b>Business Area : Police Department</b> <b>Fund No. /Bus. Area No. : 2201 / 1000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Law Enforcement Officers Standards in Education (LEOSE)	6,670	6,700	6,613	6,700
Memorandum of Agreements/Understandings for Police Services	50	50	47	50
Municipal Service Agreements with TIRZ Districts	11	11	11	13
Reimbursable Fun Runs, Festivals and Bike Rides	15	16	20	22
Expenditures Adopted Budget vs Actual Utilization	74%	98%	87%	98%
Revenues Adopted Budget vs Actual Utilization	90%	100%	99%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Police Special Services</b>							
<b>Business Area : Police Department</b>							
<b>Fund No. /Bus Area No. : 2201 / 1000</b>							
<b>Division Description</b>		<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
		<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Police Services</b>	<b>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. Disbursements for law enforcement supplies and equipment.		5.4	8,773,048	2.0	9,415,229	2.0	10,232,209
<b>LEOSE Training Funds</b>	<b>100004</b>						
Disburses restricted funds for law enforcement training activities.		0.0	403,369	0.0	630,400	0.0	350,000
<b>Investigative Operations</b>	<b>100005</b>						
Handles Street Closure Permits, Traffic Control Permits, Air Support training and equipment.		0.0	183,703	0.0	57,650	0.0	109,679

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division	Name	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100002	Police Services						
	Civilian	5.4		2.0		2.0	
	Classified	0.0		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	Total	<u>5.4</u>	8,773,048	<u>2.0</u>	9,415,229	<u>2.0</u>	<b>10,232,209</b>
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	<u>0.0</u>	403,369	<u>0.0</u>	630,400	<u>0.0</u>	<b>350,000</b>
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	<u>0.0</u>	183,703	<u>0.0</u>	57,650	<u>0.0</u>	<b>109,679</b>
<b>Grand Total</b>							
	Civilian	5.4		2.0		2.0	
	Classified	0.0		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	<b>Grand Total</b>	<u><b>5.4</b></u>	<u><b>9,360,120</b></u>	<u><b>2.0</b></u>	<u><b>10,103,279</b></u>	<u><b>2.0</b></u>	<u><b>10,691,888</b></u>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	396,034	362,800	418,800	<b>287,000</b>
Intergovernmental	386,415	386,415	386,415	<b>386,415</b>
Charges for Services	1,915,524	2,158,574	2,081,580	<b>2,203,500</b>
Interest	39,490	60,000	60,000	<b>60,000</b>
Miscellaneous/Other	2,550,462	2,089,201	1,965,001	<b>1,724,701</b>
Other Resources	4,925,200	4,925,200	4,945,568	<b>3,000,000</b>
<b>Grand Total Revenues</b>	<b><u>10,213,125</u></b>	<b><u>9,982,190</u></b>	<b><u>9,857,364</u></b>	<b><u>7,661,616</u></b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	53,914	53,914	0
Current Revenues	31,000	18,547	0
Total Available Resources	<u>84,914</u>	<u>72,461</u>	<u>0</u>
Maintenance and Operations	60,958	52,093	0
Other Interfund Transfers	11,503	20,368	0
Total Expenditures	<u>72,461</u>	<u>72,461</u>	<u>0</u>
Planned Ending Fund Balance	<u>12,453</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>84,914</u></u>	<u><u>72,461</u></u>	<u><u>0</u></u>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	12,453	0	0
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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; to enhance the community environment impacted by criminal environmental violators.

In FY2017, the Supplemental Environmental Protection's functions will be reported in Police Special Services Fund (Fund 2201). The Supplemental Environmental Protection Fund FY2016 ending balance will be transferred to Police Special Services Fund.

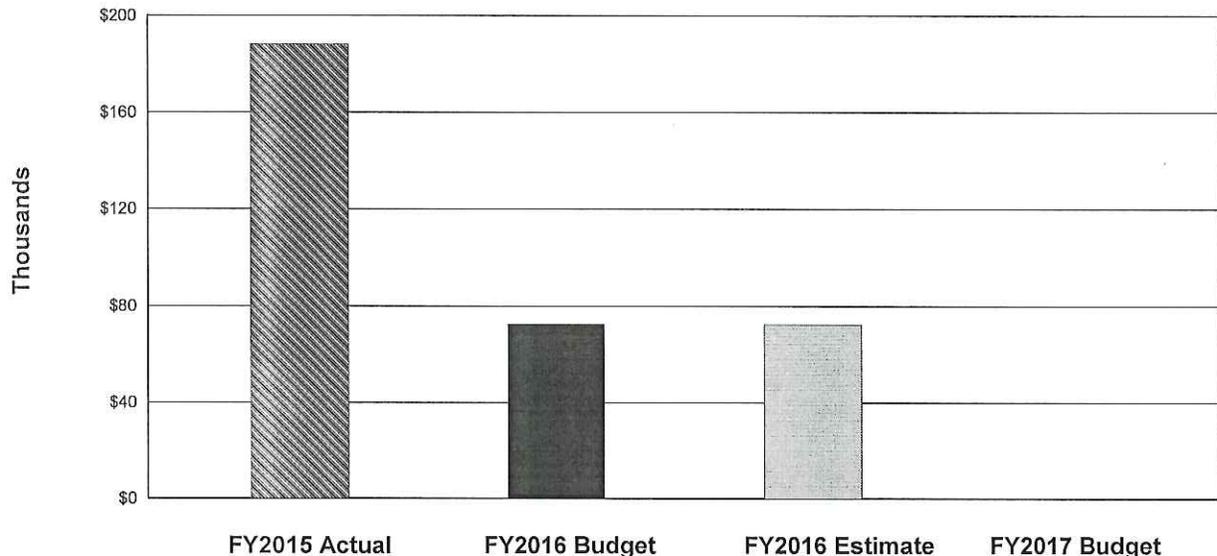
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	41,575	35,135	25,135	0
	Supplies	82,764	24,865	20,000	0
	Other Services and Charges	8,341	958	6,958	0
	Equipment	55,534	0	0	0
	Total M & O Expenditures	<u>188,214</u>	<u>60,958</u>	<u>52,093</u>	<u>0</u>
	Debt Service & Other Uses	0	11,503	20,368	0
	Total Expenditure	<u>188,214</u>	<u>72,461</u>	<u>72,461</u>	<u>0</u>
Revenues		33,362	31,000	18,547	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	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Full-Time Equivalents - Overtime	0.0	0.5	0.5	0.0
Significant Budget Changes and Highlights	o In FY2017, the Supplemental Environmental Protection's functions will be reported in Police Special Services Fund (Fund 2201). The Supplemental Environmental Protection Fund FY2016 ending balance will be transferred to Police Special Services Fund.				

**Supplemental Environmental Protection  
 Police Department  
 Expenditure Summary**





**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Supplemental Environmental Protection 100001</b> Advancement of the goals of clean air and water; to enhance the community environment impacted by criminal environmental violators. Environmental Investigations and Rat-On-A-Rat (ROAR) also seek to minimize environmental violations. In FY2017, this fund will be reported in Police Special Services Fund (Fund 2201).	0.0	188,214	0.0	72,461	0.0	0

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

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

Division	Name	FY2015 Actual		FY2016 Estimate		FY2017 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	<u>0.0</u>	188,214	<u>0.0</u>	72,461	<u>0.0</u>	0
Grand Total							
	Civilian	0.0		0.0		0.0	
	Classified	0.0		0.0		0.0	
	Cadets	0.0		0.0		0.0	
	<b>Grand Total</b>	<u><u>0.0</u></u>	<u>188,214</u>	<u><u>0.0</u></u>	<u>72,461</u>	<u><u>0.0</u></u>	<u>0</u>

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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues 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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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Interest	753	1,000	368	0
Miscellaneous/Other	32,609	30,000	18,179	0
<b>Grand Total Revenues</b>	<u><u>33,362</u></u>	<u><u>31,000</u></u>	<u><u>18,547</u></u>	<u><u>0</u></u>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	41,023,209	41,023,209	<b>24,289,387</b>
Current Revenues	73,782,800	84,748,559	<b>81,680,800</b>
Total Available Resources	<u>114,806,009</u>	<u>125,771,768</u>	<b>105,970,187</b>
Maintenance and Operations	77,617,978	76,972,359	<b>91,911,300</b>
Debt Services	966,000	966,000	<b>964,100</b>
Other Interfund Transfers	23,544,022	23,544,022	<b>2,616,000</b>
Total Expenditures	<u>102,128,000</u>	<u>101,482,381</u>	<b>95,491,400</b>
Planned Ending Fund Balance	<u>12,678,009</u>	<u>24,289,387</u>	<b>10,478,787</b>
Total Budget	<u><u>114,806,009</u></u>	<u><u>125,771,768</u></u>	<b><u>105,970,187</u></b>

Fund Balance Distribution

Non-Spendable	0	0	<b>0</b>
Restricted	12,678,009	24,289,387	<b>10,478,787</b>
Committed	0	0	<b>0</b>
Assigned	0	0	<b>0</b>
Unassigned	0	0	<b>0</b>

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Building Inspection Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Building Inspection Fund of the Public Works & Engineering Department ensures that buildings and structures constructed and maintained adhere to the standards set by the City of Houston construction code; to issue and enforce permits through examination and approval process for new and existing signs, to review and approve development plans for the City's infrastructure.

Below are the short and long term goals :

Short Term Goals

- o Continue improved outreach and communication to stakeholder groups.
- o Continue cross-training to promote more flexibility in utilization of staff resources.
- o Continue technical and administrative training to promote exemplary performance in staff.
- o Implement Electronic Plan Review (EPR) for Sign Administration activities.
- o Procure and develop applications for an enhanced Web Portal and Permitting Wizard for the Houston Permitting Center.

Long Term Goals

- o Integrate EPR into a robust permitting system to allow for Project Case Management, field deployment of improved technology for inspection, and Geographical Information System (GIS) based analysis tools.
- o Advance the department's planning and code enforcement operations for the Planning and Development Services Division by migrating operations to a new work order system, mobile inspection system, electronic plan review system, and the self-service permitting portal system.

**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

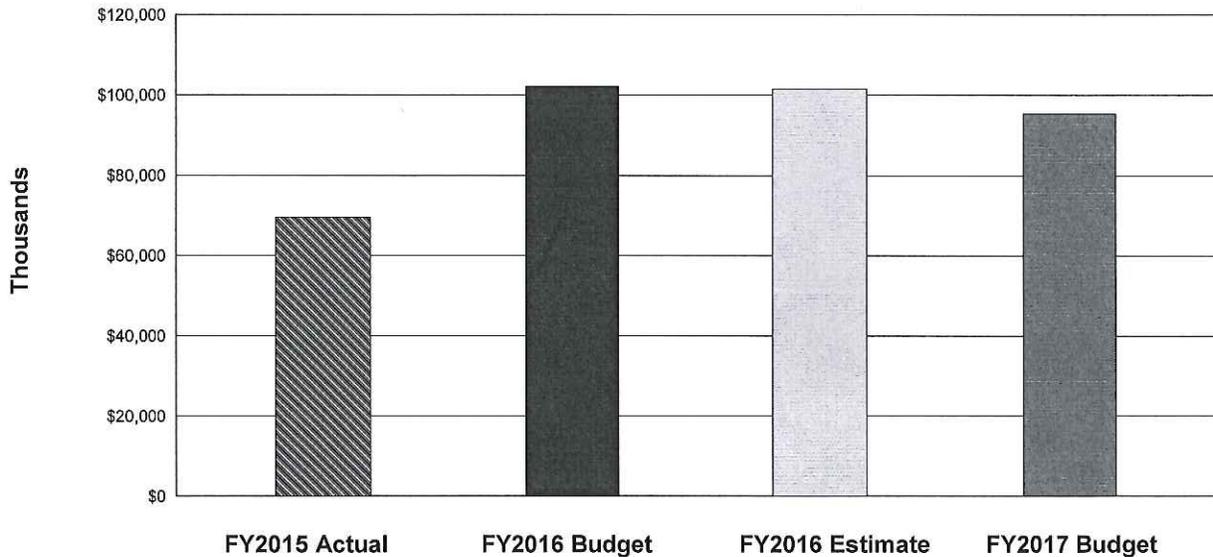
**Fund Name** : Building Inspection Fund  
**Business Area** : Public Works & Engineering  
**Fund No. /Bus. Area No.** : 2301 / 2000

		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	47,833,734	52,836,840	52,836,840	60,293,000
	Supplies	769,515	883,090	781,979	1,118,800
	Other Services and Charges	12,987,960	16,503,061	16,351,661	17,933,000
	Equipment	1,257,402	6,389,674	6,003,529	10,875,400
	Non-Capital Equipment	167,003	505,313	498,350	1,191,100
	Total M & O Expenditures	63,015,614	77,117,978	76,472,359	91,411,300
	Debt Service & Other Uses	6,530,324	25,010,022	25,010,022	4,080,100
	Total Expenditure	69,545,938	102,128,000	101,482,381	95,491,400
Revenues	83,398,402	73,782,800	84,748,559	81,680,800	
Staffing	Full-Time Equivalents - Civilian	521.9	563.8	563.8	610.3
	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	521.9	563.8	563.8	610.3
	Full-Time Equivalents - Overtime	34.0	41.0	43.5	47.8

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o Procure and develop applications for an enhanced Web Portal and Permitting Wizard for the Houston Permitting Center.
- o Implementation of electronic plan review for sign administration activities.
- o FY2017 revenues are expected to increase by \$7.9 million, from the FY2016 Budget, mainly due to continuing higher permit activity and the annual Consumer Price Index (CPI) rate increase.
- o Includes funding of \$2.3 million for FY2016 capital equipment rollovers.
- o FY2016 Budget includes \$23.5 million debt prepayment to the General Fund.

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



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Building Inspection Fund</b>				
<b>Business Area : Public Works &amp; Engineering</b>				
<b>Fund No. /Bus. Area No. : 2301 / 2000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Building Inspections Completed	624,207	560,300	664,186	650,000
Commercial Plan Reviews Completed	19,192	19,900	19,840	19,900
Commercial Plan Reviews Completed within 15 Business Days	52%	90%	46%	90%
Eligible Engineers Holding Current State Licenses	100%	100%	100%	100%
Flood Plain Area Inspections Completed	4,538	4,800	7,300	5,500
Habitability Inspections Completed	1,683	1,400	1,000	700
Inspectors & Plan Reviewers Holding State or Trade Licensing/Certifications	64%	64%	64%	70%
Public Infrastructure Plan Reviews Completed within 10 Business Days	96%	95%	96%	95%
Residential Plan Reviews Completed	13,858	14,400	11,484	11,500
Residential Plan Reviews Completed within 10 Business Days	21%	90%	30%	90%
Sign Inspections Completed	34,750	36,000	37,000	36,000
Solar Only Commercial Submittals Completed within 5 Business Days	N/A	N/A	N/A	100%
Solar Only Residential Submittals Completed within 5 Business Days	N/A	N/A	N/A	100%
Expenditures Adopted Budget vs Actual Utilization	90%	98%	111%	98%
Revenues Adopted Budget vs Actual Utilization	117%	100%	115%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Building Inspection Fund</b>							
<b>Business Area : Public Works &amp; Engineering</b>							
<b>Fund No. /Bus Area No. : 2301 / 2000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	509.0	63,266,043	550.8	92,368,180	<b>592.3</b>	<b>82,054,900</b>	
<b>Information Technology 200008</b> Provides the highest quality technology-based services in the most effective and cost-effective manner, to facilitate the PWE departmental mission as it applies to planning, operation, maintenance, construction management, and technical engineering of the city's public infrastructure.	12.9	6,240,960	13.0	9,065,201	<b>18.0</b>	<b>13,384,700</b>	
<b>Management Support Branch 200009</b> Provides funding for the Building Inspection bi-weekly payroll function.	0.0	38,935	0.0	49,000	<b>0.0</b>	<b>51,800</b>	
<b>Total</b>	<b>521.9</b>	<b>69,545,938</b>	<b>563.8</b>	<b>101,482,381</b>	<b>610.3</b>	<b>95,491,400</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Other Franchise	4,448,834	4,699,500	4,537,900	<b>4,348,300</b>
Licenses and Permits	76,084,514	66,540,800	77,575,450	<b>74,574,300</b>
Charges for Services	1,615,711	1,588,400	983,600	<b>1,530,200</b>
Direct Interfund Services	501,360	334,700	526,800	<b>516,500</b>
Other Fines and Forfeits	6,744	9,400	6,900	<b>6,600</b>
Interest	290,379	269,500	406,800	<b>284,600</b>
Miscellaneous/Other	421,226	315,500	678,509	<b>395,800</b>
Other Resources	29,634	25,000	32,600	<b>24,500</b>
<b>Grand Total Revenues</b>	<b><u>83,398,402</u></b>	<b><u>73,782,800</u></b>	<b><u>84,748,559</u></b>	<b><u>81,680,800</u></b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016</u> <u>Current Budget</u>	<u>FY2016</u> <u>Estimate</u>	<u>FY2017</u> <u>Budget</u>
Beginning Fund Balance	2,100,714	2,100,714	994,494
Current Revenues	2,090,800	2,000,380	2,259,300
Total Available Resources	<u>4,191,514</u>	<u>4,101,094</u>	<u>3,253,794</u>
Maintenance and Operations	3,106,600	3,106,600	3,190,800
Total Expenditures	<u>3,106,600</u>	<u>3,106,600</u>	<u>3,190,800</u>
Planned Ending Fund Balance	<u>1,084,914</u>	<u>994,494</u>	<u>62,994</u>
Total Budget	<u><u>4,191,514</u></u>	<u><u>4,101,094</u></u>	<u><u>3,253,794</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	1,084,914	994,494	62,994
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Houston TranStar Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Houston Transtar is a collaborative program between the City of Houston, Harris County, the Metropolitan Transit Authority of Harris County (METRO) and the Texas Department of Transportation. It is responsible for coordinating the planning, design, operations and maintenance of transportation, homeland security, and emergency management functions in the 13 counties surrounding and including the City of Houston.

The four member agencies house operations of twelve different departments at the center. All member agencies issue payment to the City of Houston for the operation of the center. The City in turn manages their funding to provide general support services to their employees who are housed at the center.

The Houston TranStar Center accommodates high-technology components and multi-agency specialists in a regional Transportation Control Center and an Emergency Operations Center. The Consortium also maintains an information website ([www.houstontranstar.org](http://www.houstontranstar.org)) that serves an average of 500,000 users on normal days and 2.5 million users during disasters.

**Short Term Goals**

- o Enhance security measures at the recently expanded TranStar facility.
- o Monitor the building maintenance projects.
- o Create an internal intra-net site to replace the 13 year old existing site.
- o Devise new ways to fund and maintain the existing and future building systems.
- o Improve the Incident Management program to respond to transportation incidents(stalls & crashes).

**Long Term Goals**

- o Continue to implement, operate and maintain the best Unified Regional Transportation and Emergency System.
- o Provide dispatch services and traffic incident clearance to the public.
- o Provide incident management services to first responders( Police, Fire, EMS, Maintenance).
- o Maximize service through leveraging resources and inter-agency coordination.
- o Expand opportunities to increase public-private partnerships.

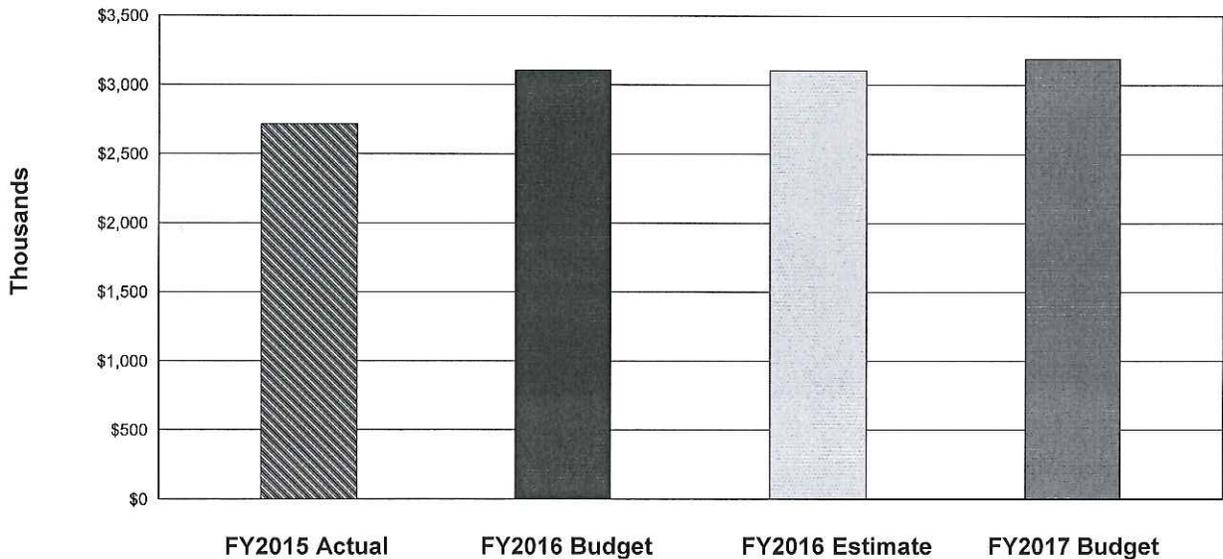
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	866,615	956,100	926,254	1,060,900
	Supplies	90,221	113,500	113,500	106,500
	Other Services and Charges	1,728,854	1,945,500	1,945,204	1,997,400
	Equipment	6,219	38,000	78,034	0
	Non-Capital Equipment	28,170	53,500	43,608	26,000
	Total M & O Expenditures	2,720,079	3,106,600	3,106,600	3,190,800
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	2,720,079	3,106,600	3,106,600	3,190,800
Revenues		2,406,249	2,090,800	2,000,380	2,259,300
Staffing	Full-Time Equivalents - Civilian	7.2	8.0	7.9	9.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	7.2	8.0	7.9	9.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o Provides maintenance of physical support systems at the Houston Transtar Center.				
	o Continues to oversee light rail control operations.				
	o Includes funding for several repair projects to support recent expansion efforts at the Houston Transtar Center.				
	o Oversees the METRO Emergency Operation Center and Harris County Sheriff Office Tactical Operations Center.				

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





**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Intergovernmental	1,749,824	1,415,100	1,315,100	1,600,200
Charges for Services	637,198	657,700	657,700	642,800
Interest	17,145	18,000	18,000	15,000
Miscellaneous/Other	2,082	0	9,580	1,300
<b>Grand Total Revenues</b>	<b><u>2,406,249</u></b>	<b><u>2,090,800</u></b>	<b><u>2,000,380</u></b>	<b><u>2,259,300</u></b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

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

	<u>FY2016</u> <u>Current Budget</u>	<u>FY2016</u> <u>Estimate</u>	<u>FY2017</u> <u>Budget</u>
Beginning Fund Balance	2,129,594	2,129,594	101,121
Current Revenues	2,576,540	1,848,281	6,048,860
Total Available Resources	<u>4,706,134</u>	<u>3,977,875</u>	<u>6,149,981</u>
Maintenance and Operations	1,105,150	1,105,150	3,277,259
Other Interfund Transfers	2,771,604	2,771,604	2,771,404
Total Expenditures	<u>3,876,754</u>	<u>3,876,754</u>	<u>6,048,663</u>
Planned Ending Fund Balance	<u>829,380</u>	<u>101,121</u>	<u>101,318</u>
Total Budget	<u><u>4,706,134</u></u>	<u><u>3,977,875</u></u>	<u><u>6,149,981</u></u>
 <u>Fund Balance Distribution</u>			
Non-Spendable	0	0	0
Restricted	829,380	101,121	101,318
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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.

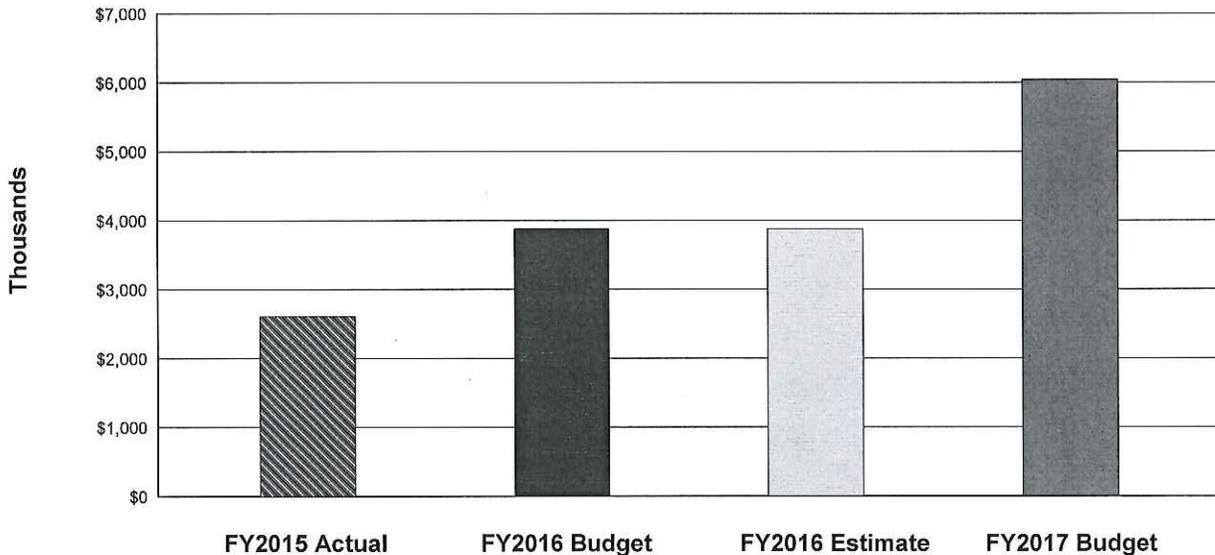
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	134,950	160,778	160,778	290,397
	Supplies	0	413	413	2,313
	Other Services and Charges	5,890	927,663	927,663	2,984,549
	Equipment	0	16,296	16,296	0
	Non-Capital Equipment	4,173	0	0	0
	Total M & O Expenditures	145,013	1,105,150	1,105,150	3,277,259
	Debt Service & Other Uses	2,460,932	2,771,604	2,771,604	2,771,404
	<b>Total Expenditure</b>	<b>2,605,945</b>	<b>3,876,754</b>	<b>3,876,754</b>	<b>6,048,663</b>
Revenues		2,230,539	2,576,540	1,848,281	6,048,860
Staffing	Full-Time Equivalents - Civilian	2.5	2.0	2.0	4.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	2.5	2.0	2.0	4.0
	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 FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increase.</li> <li>o The FY2017 Budget provides funding for the Scrap Tire Program (Ordinance # 2015-1032) to include funding for an additional 2 FTEs responsible for enforcing the Scrap Tire program.</li> <li>o Increased focus on educating and promoting the recycling program to the community to emphasize the removal of glass from the curbside single-stream program and other means of "cleaning up" recycling to maximize the value of materials collected.</li> <li>o The FY2017 Budget includes additional funding from General Fund of \$5,494,133 due to an anticipated decrease in revenues as a result of lower commodity prices; as well as increases in contractual obligations within the curbside single-stream program.</li> </ul>				

**Recycling Revenue Fund  
Solid Waste Management  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

Fund Name : Recycling Revenue Fund  
 Business Area : Solid Waste Management  
 Fund No. /Bus. Area No. : 2305 / 2100

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Curbside Recycling Rate (single stream)	12%	15%	13%	14%
Expenditures Adopted Budget vs Actual Utilization	100%	98%	115%	98%
Revenues Adopted Budget vs Actual Utilization	109%	100%	72%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
Fund Name : Recycling Revenue Fund							
Business Area : Solid Waste Management							
Fund No. /Bus Area No. : 2305 / 2100							
Division Description		FY2015 Actual		FY2016 Estimate		FY2017 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>SWM - SW Collections</b>	<b>210009</b>						
Educate and promote the recycling program to the community.		2.5	2,605,945	2.0	3,876,754	4.0	6,048,663
<b>Total</b>		<u>2.5</u>	<u>2,605,945</u>	<u>2.0</u>	<u>3,876,754</u>	<u>4.0</u>	<u>6,048,663</u>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

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

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	0	0	0	230,000
Charges for Services	84,790	100,000	74,555	50,000
Interest	19,053	19,000	19,000	0
Miscellaneous/Other	715,271	1,880,195	400,281	274,727
Other Resources	1,411,425	577,345	1,354,445	5,494,133
<b>Grand Total Revenues</b>	<b><u>2,230,539</u></b>	<b><u>2,576,540</u></b>	<b><u>1,848,281</u></b>	<b><u>6,048,860</u></b>

**XI. INTERNAL SERVICE FUNDS**

## INTERNAL SERVICE FUNDS

Health Benefits .....	XI - 2
Long Term Disability .....	XI - 8

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Health Benefits  
**Business Area** : Human Resources  
**Fund No./Bus. Area No.** : 9000 / 8000

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	31,790,932	31,790,932	<b>23,242,244</b>
Current Revenues	337,511,858	339,928,286	<b>357,272,853</b>
Total Available Resources	<u>369,302,790</u>	<u>371,719,218</u>	<b>380,515,097</b>
Maintenance and Operations	348,476,974	348,476,974	<b>364,412,306</b>
Total Expenditures	<u>348,476,974</u>	<u>348,476,974</u>	<b>364,412,306</b>
Planned Ending Fund Balance	<u>20,825,816</u>	<u>23,242,244</u>	<b>16,102,791</b>
Total Budget	<u><u>369,302,790</u></u>	<u><u>371,719,218</u></u>	<b><u><u>380,515,097</u></u></b>

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 Budget for the Health Benefits Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Health Benefits Fund is an Internal Service Fund established in 1984 to centralize the financial transactions of the City's benefit plans. The benefit plans include health, vision, dental, life insurance, dependent care reimbursement and a health flexible reimbursement arrangement plan. The City also provides five Medicare plans for all eligible retirees age 65 and over, who are covered by Medicare. The medical plans are supported by contributions from the City and subscribers.

The City became self-insured effective May 1, 2011, and initially purchased stop loss insurance. Effective May 1, 2013, the City no longer purchased individual and aggregate stop-loss coverage, and assumed the financial risk of catastrophic and overall claims liability.

The FY2017 Budget includes an ending fund balance of \$16 million and a \$13 million catastrophic claim reserve, which is in compliance with the City's financial policy of 10% of prior year plan cost.

HR will enculturate the health benefits provider, educate subscribers on plan design and use, promote wellness initiatives and continue to enhance self-insured accounting, reporting, and internal controls in the fiscal aspects of the plan. The Health Benefits Fund complies with governmental accounting standards mandating balanced budgets for Internal Service Fund.

The FY2017 City subscribers' contribution rates will increase by 7.01% effective May 1, 2016 and the City departments' contribution rates will increase by 5.38% in aggregate effective July 1, 2016.

Specific improved efficiencies will be implemented in the Human Resources Department as it continues to automate.

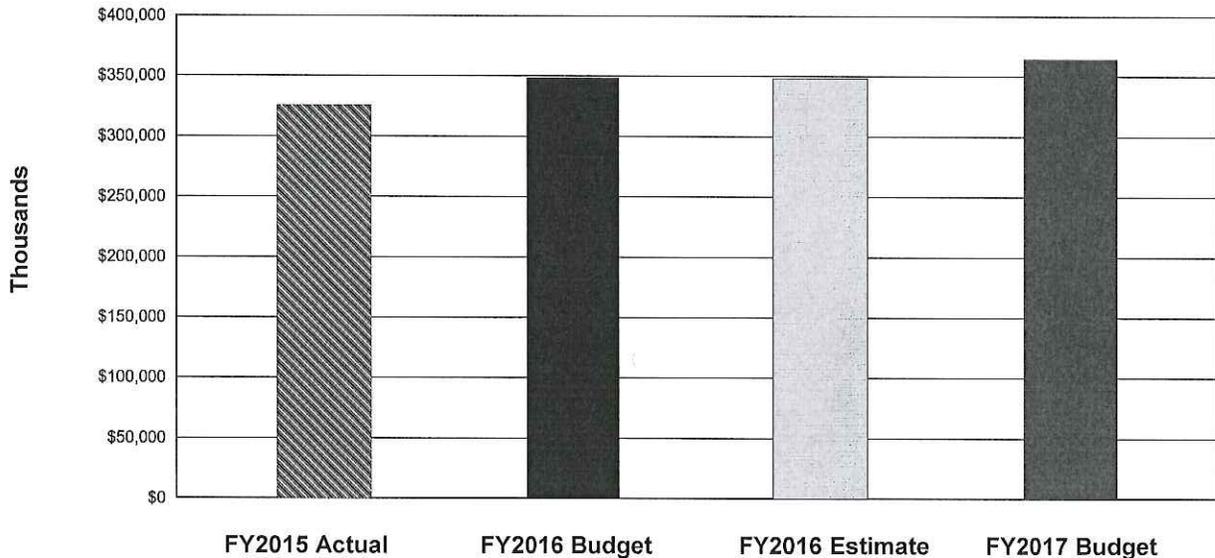
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Health Benefits  
**Business Area** : Human Resources  
**Fund No. /Bus. Area No.** : 9000 / 8000

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	4,480,497	5,061,099	5,061,099	<b>5,334,763</b>
	Supplies	53,899	129,348	129,348	<b>110,924</b>
	Other Services and Charges	321,364,067	343,270,565	343,270,565	<b>358,958,619</b>
	Non-Capital Equipment	14,912	15,962	15,962	<b>8,000</b>
	Total M & O Expenditures	<u>325,913,375</u>	<u>348,476,974</u>	<u>348,476,974</u>	<u><b>364,412,306</b></u>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	<u>325,913,375</u>	<u>348,476,974</u>	<u>348,476,974</u>	<u><b>364,412,306</b></u>
Revenues		327,866,459	337,511,858	339,928,286	<b>357,272,853</b>
Staffing	Full-Time Equivalents - Civilian	47.7	52.6	52.6	<b>53.6</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	<u>47.7</u>	<u>52.6</u>	<u>52.6</u>	<u><b>53.6</b></u>
	Full-Time Equivalents - Overtime	0.4	0.1	0.1	<b>0.0</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Revenues Budget includes the increase in City and subscribers' contribution, and Active Employee Health Surcharge.</li> <li>o Strengthen due diligence and analytical procedures to manage utilization data.</li> <li>o Implement Records Automation System for employee retiree benefits records.</li> <li>o Improve processes to identify, benchmark, and reduce chronic health conditions.</li> <li>o Develop long-term program initiatives to mitigate future and short term cost.                             <ul style="list-style-type: none"> <li>- Provide Biometric Screening</li> <li>- Chronic Disease Management Program</li> <li>- Wellness Engagement Initiatives</li> </ul> </li> </ul>				

**Health Benefits  
Human Resources  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Health Benefits</b> <b>Business Area : Human Resources</b> <b>Fund No. /Bus. Area No. : 9000 / 8000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Facilitate Biometric Screenings	N/A	N/A	N/A	5,000
Health Assessment Participation	N/A	N/A	N/A	85%
Respond to Member Inquiries within 1 Work Day	N/A	95%	95%	95%
Wellness Milestone Completion	N/A	N/A	N/A	85%
Expenditures Adopted Budget vs Actual Utilization	95%	98%	101%	98%
Revenues Adopted Budget vs Actual Utilization	95%	100%	101%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Health Benefits</b> <b>Business Area : Human Resources</b> <b>Fund No. /Bus Area No. : 9000 / 8000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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".	29.4	3,906,282	33.6	5,504,909	33.5	6,058,226	
<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.	3.0	577,673	3.0	604,028	2.9	817,751	
<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.	7.3	797,252	8.0	762,858	7.6	797,529	
<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.	8.0	320,632,168	8.0	341,605,179	9.6	356,738,800	
<b>Total</b>	<b>47.7</b>	<b>325,913,375</b>	<b>52.6</b>	<b>348,476,974</b>	<b>53.6</b>	<b>364,412,306</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

Fund Name : Health Benefits  
 Business Area : Human Resources  
 Fund No./Bus. Area No. : 9000 / 8000

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Intergovernmental	(50,820)	0	0	0
Charges for Services	11	0	0	0
Interest	510,476	425,000	486,000	486,000
Miscellaneous/Other	327,406,792	337,086,858	339,442,286	356,786,853
<b>Grand Total Revenues</b>	<b><u>327,866,459</u></b>	<b><u>337,511,858</u></b>	<b><u>339,928,286</u></b>	<b><u>357,272,853</u></b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Long Term Disability  
**Business Area** : Human Resources  
**Fund No./Bus. Area No.** : 9001 / 8000

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	828,111	828,111	<b>562,804</b>
Current Revenues	1,344,348	1,381,203	<b>1,358,355</b>
Total Available Resources	<u>2,172,459</u>	<u>2,209,314</u>	<u><b>1,921,159</b></u>
Maintenance and Operations	1,666,510	1,646,510	<b>1,644,919</b>
Total Expenditures	<u>1,666,510</u>	<u>1,646,510</u>	<u><b>1,644,919</b></u>
 Planned Ending Fund Balance	 <u>505,949</u>	 <u>562,804</u>	 <u><b>276,240</b></u>
Total Budget	<u><u>2,172,459</u></u>	<u><u>2,209,314</u></u>	<u><u><b>1,921,159</b></u></u>

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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.

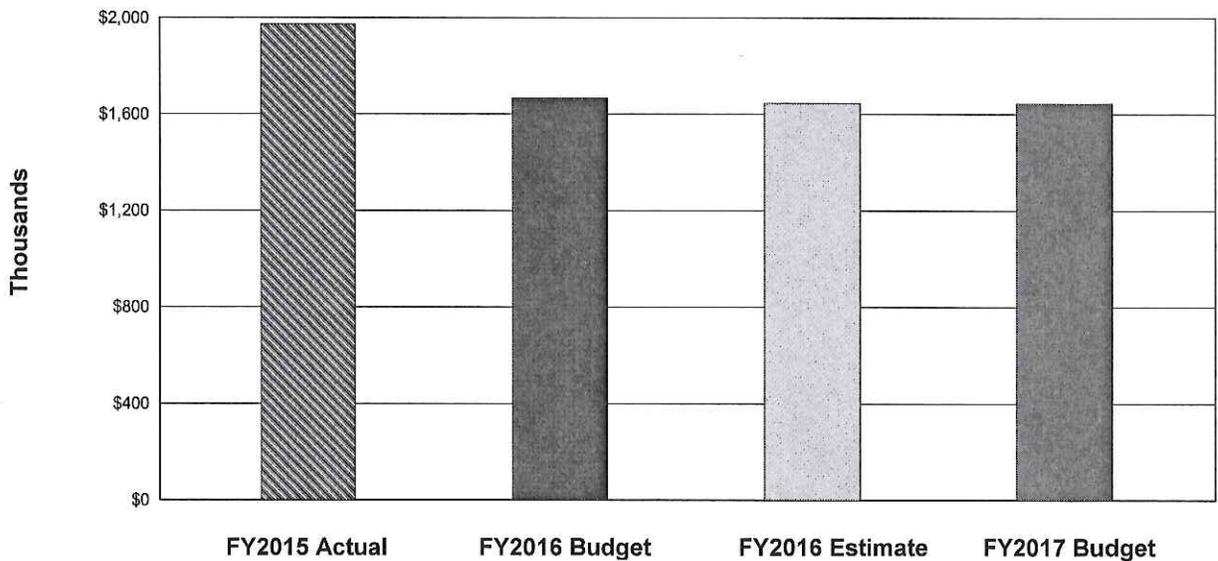
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Long Term Disability  
**Business Area** : Human Resources  
**Fund No. /Bus. Area No.** : 9001 / 8000

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Other Services and Charges	1,972,882	1,666,510	1,646,510	1,644,919
	Total M & O Expenditures	1,972,882	1,666,510	1,646,510	1,644,919
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	1,972,882	1,666,510	1,646,510	1,644,919
Revenues		1,344,378	1,344,348	1,381,203	1,358,355
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 FY2017 Budget continues funding on a full accrual basis supported by actuarial valuation and includes benefits for eligible employees in the LTD program.</li> <li>o The FY2017 contributions from City departments are based on FY2017 contribution rate of \$7.06/month per eligible employee. The FY2017 average eligible employee base is estimated at 15,160 employees.</li> </ul>				

**Long Term Disability  
Human Resources  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Long Term Disability</b>						
<b>Business Area : Human Resources</b>						
<b>Fund No. /Bus Area No. : 9001 / 8000</b>						
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>	
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>
<b>Benefits Administration</b> <span style="float:right"><b>800012</b></span>						
Processes long term disability claims for eligible employees. The claim costs are actuarially determined.	0.0	1,972,882	0.0	1,646,510	0.0	1,644,919
<b>Total</b>	<b>0.0</b>	<b>1,972,882</b>	<b>0.0</b>	<b>1,646,510</b>	<b>0.0</b>	<b>1,644,919</b>

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

Fund Name : Long Term Disability  
Business Area : Human Resources  
Fund No./Bus. Area No. : 9001 / 8000

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	1,278,451	1,278,848	1,304,403	1,284,355
Interest	65,927	65,500	76,800	74,000
<b>Grand Total Revenues</b>	<b><u>1,344,378</u></b>	<b><u>1,344,348</u></b>	<b><u>1,381,203</u></b>	<b><u>1,358,355</u></b>



**XII. SERVICE CHARGEBACK FUNDS**

## SERVICE CHARGEBACK FUNDS

In-House Renovation.....	XII - 2
Fleet Management.....	XII - 8
Property and Casualty.....	XII - 18
Workers' Compensation.....	XII - 28
Central Services.....	XII - 36
Project Cost Recovery.....	XII - 62

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : In-House Renovation  
**Business Area** : General Services  
**Fund No./Bus. Area No.** : 1003 / 2500

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	21,161	21,161	21,161
Current Revenues	5,100,235	4,813,796	4,285,590
Total Available Resources	<u>5,121,396</u>	<u>4,834,957</u>	<u>4,306,751</u>
Maintenance and Operations	5,100,235	4,813,796	4,285,590
Total Expenditures	<u>5,100,235</u>	<u>4,813,796</u>	<u>4,285,590</u>
Planned Ending Fund Balance	<u>21,161</u>	<u>21,161</u>	<u>21,161</u>
Total Budget	<u><u>5,121,396</u></u>	<u><u>4,834,957</u></u>	<u><u>4,306,751</u></u>

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 above summarizes the FY2016 Budget, FY2016 Estimate, and the FY2017 Budget for the In-House Renovation Fund. Also included are the beginning and ending fund balances, total revenues, and total expenditures.

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 FY2017 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.

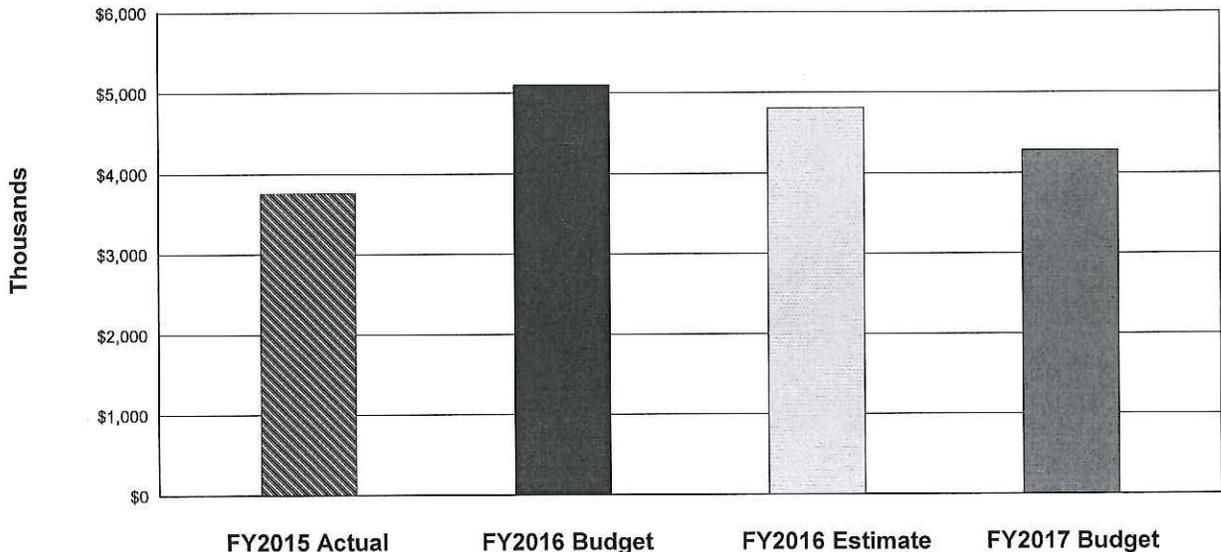
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

Fund Name : In-House Renovation  
 Business Area : General Services  
 Fund No. /Bus. Area No. : 1003 / 2500

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	2,123,082	2,379,884	2,189,131	2,464,246
	Supplies	623,086	752,047	514,673	349,969
	Other Services and Charges	1,011,512	1,962,306	2,102,494	1,471,375
	Equipment	0	5,998	7,498	0
	Total M & O Expenditures	<u>3,757,680</u>	<u>5,100,235</u>	<u>4,813,796</u>	<u>4,285,590</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>3,757,680</u>	<u>5,100,235</u>	<u>4,813,796</u>	<u>4,285,590</u>
Revenues		3,757,680	5,100,235	4,813,796	4,285,590
Staffing	Full-Time Equivalents - Civilian	27.9	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	<u>27.9</u>	<u>30.0</u>	<u>28.6</u>	<u>30.0</u>
	Full-Time Equivalents - Overtime	0.1	0.3	0.1	0.3
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o Complete renovation of Fire Station 32.</li> <li>o Address priority 1 and priority 2 needs for HFD and HPD from the Facility Condition Assessment Report.</li> </ul>				

**In-House Renovation  
 General Services  
 Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

**Fund Name** : In-House Renovation  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 1003 / 2500

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Build-Out Projects and Facility Improvements/Repairs	85	35	53	45
Facility Condition Assessment (FCA) Repairs	30	22	11	32
Expenditures Adopted Budget vs Actual Utilization	70%	100%	94%	100%
Revenues Adopted Budget vs Actual Utilization	70%	100%	94%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : In-House Renovation</b> <b>Business Area : General Services</b> <b>Fund No. /Bus Area No. : 1003 / 2500</b>						
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>GSD - In-House Renovation 250005</b> 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, other work space renovations, build-outs, upgrades, structural issues, and expansion needs requested by client departments.	27.9	3,757,680	28.6	4,813,796	30.0	4,285,590
<b>Total</b>	<b>27.9</b>	<b>3,757,680</b>	<b>28.6</b>	<b>4,813,796</b>	<b>30.0</b>	<b>4,285,590</b>

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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Fund Name : In-House Renovation  
Business Area : General Services  
Fund No./Bus. Area No. : 1003 / 2500

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Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Indirect Interfund Services	1,105,276	281,275	867,133	<b>374,340</b>
Miscellaneous/Other	2,652,404	4,818,960	3,946,663	<b>3,911,250</b>
<b>Grand Total Revenues</b>	<b><u>3,757,680</u></b>	<b><u>5,100,235</u></b>	<b><u>4,813,796</u></b>	<b><u>4,285,590</u></b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Fleet Management Fund  
**Business Area** : Fleet Management Department  
**Fund No./Bus. Area No.** : 1005 / 6700

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	88,507,392	86,607,392	89,177,277
Total Available Resources	<u>88,507,392</u>	<u>86,607,392</u>	<u>89,177,277</u>
Maintenance and Operations	88,507,392	86,607,392	89,177,277
Total Expenditures	<u>88,507,392</u>	<u>86,607,392</u>	<u>89,177,277</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>88,507,392</u></u>	<u><u>86,607,392</u></u>	<u><u>89,177,277</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 FY2016 Budget, FY2016 Estimate and the FY2017 Budget for the Fleet Management Fund. Also included are the beginning and ending fund balances, total revenues, and total expenditures.

The Fleet Management Department (FMD) provides repair, maintenance, and administrative support to all city departments' rolling stock equipment. In conjunction with these functions, it also manages and operates the city owned fuel sites. Commencing with its formation in 2011, the FMD has gradually consolidated the various independently controlled maintenance and repair locations into the one umbrella operation concluding with the addition of the Public Works maintenance operation in January, 2014.

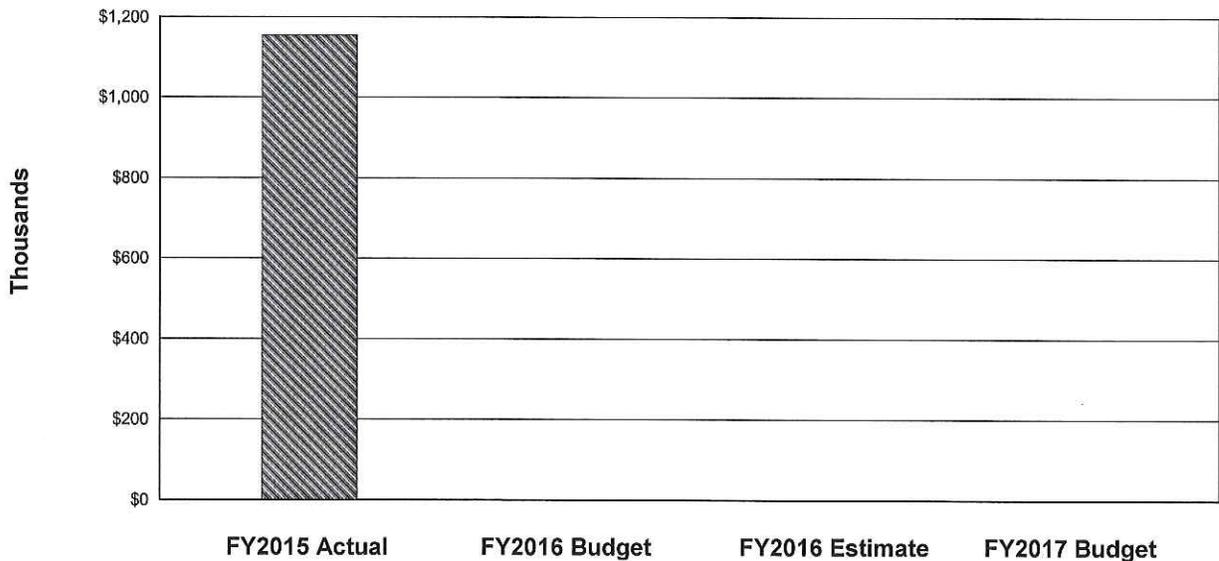
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Fleet Management Fund  
**Business Area** : Finance Department  
**Fund No. /Bus. Area No.** : 1005 / 6400

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	1,081,048	0	0	0
	Supplies	1,201	0	0	0
	Other Services and Charges	69,585	0	0	0
	Equipment	2,745	0	0	0
	Total M & O Expenditures	<u>1,154,579</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Debt Service & Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditure	<u>1,154,579</u>	<u>0</u>	<u>0</u>	<u>0</u>
Revenues		1,154,579	0	0	0
Staffing	Full-Time Equivalents - Civilian	10.2	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	<u>10.2</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o As of FY2016, Fleet management support is reported in the Central Service Revolving Fund (Fund 1002).				

**Fleet Management Fund  
Finance Department  
Expenditure Summary**



**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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. As of FY2016, expenditures are reported in the Central Service Revolving Fund (Fund 1002).	0.8	73,147	0.0	0	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 ent. As of FY2016, expenditures are reported in the Central Service Revolving Fund (Fund 1002).	3.2	400,164	0.0	0	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. As of FY2016, expenditures are reported in the Central Service Revolving Fund (Fund 1002).	2.9	361,874	0.0	0	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. As of FY2016, expenditures are reported in the Central Service Revolving Fund (Fund 1002).	3.3	319,394	0.0	0	0.0	0
<b>Total</b>	<b>10.2</b>	<b>1,154,579</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : Fleet Management Fund  
**Business Area** : Finance Department  
**Fund No./Bus. Area No.** : 1005 / 6400

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	1,154,579	0	0	0
<b>Grand Total Revenues</b>	<b><u>1,154,579</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>



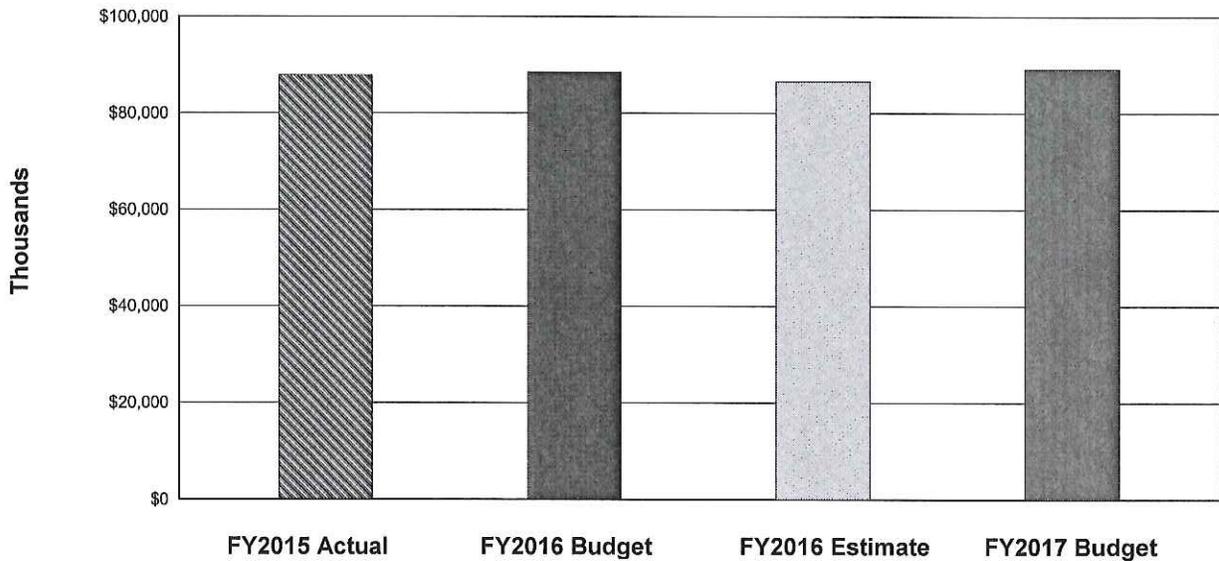
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Fleet Management Fund  
**Business Area** : Fleet Management Department  
**Fund No. /Bus. Area No.** : 1005 / 6700

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	26,455,302	27,340,603	27,340,603	30,474,401
	Supplies	51,408,544	48,194,790	46,294,790	48,740,734
	Other Services and Charges	9,885,472	12,971,923	12,971,923	9,962,142
	Equipment	26,222	0	0	0
	Non-Capital Equipment	31,852	76	76	0
	Total M & O Expenditures	87,807,392	88,507,392	86,607,392	89,177,277
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	87,807,392	88,507,392	86,607,392	89,177,277
Revenues		87,807,392	88,507,392	86,607,392	89,177,277
Staffing	Full-Time Equivalents - Civilian	353.6	348.3	348.3	387.2
	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	353.6	348.3	348.3	387.2
	Full-Time Equivalents - Overtime	16.1	18.9	18.9	18.4
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution, and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget provides continued Fleet Management support to departments citywide.</li> <li>o The FY2017 Budget includes funding for the in-sourcing of parts management. Additionally, 32 FTEs will be added to manage parts, offset by cost savings from in-sourcing of parts.</li> </ul>				

**Fleet Management Fund  
Fleet Management Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

Fund Name : Fleet Management Fund  
 Business Area : Fleet Management Department  
 Fund No. /Bus. Area No. : 1005 / 6700

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Annual Fuel Consumption (gallons in thousands)	10,420	10,409	10,409	10,414
Average Age of Fleet	8.6	7.0	8.7	7.0
Average Repair Cost per Vehicle	\$4,656	\$4,740	\$4,224	\$4,080
Fleet Share Vehicle Utilization	56%	55%	55%	60%
Maintain Operational Readiness	95%	95%	95%	95%
Preventative Maintenance Performed on Schedule	96%	99%	99%	99%
Vehicles in the City's Fleet	12,032	11,958	11,788	11,462
Expenditures Adopted Budget vs Actual Utilization	89%	100%	88%	100%
Revenues Adopted Budget vs Actual Utilization	89%	100%	88%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Fleet Management Fund</b>							
<b>Business Area : Fleet Management Department</b>							
<b>Fund No. /Bus Area No. : 1005 / 6700</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	6.9	5,306,816	6.0	6,308,019	9.0	6,994,111	
<b>FMD - Fleet Operations 670002</b> The Fleet Operations 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 perform maintenance/repairs of vehicles and equipment used by City of Houston departments.	3.6	22,347,454	5.0	31,434,565	2.3	4,583,608	
<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.	12.2	27,431,382	13.0	21,523,869	9.6	25,255,320	
<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.	7.0	669,289	7.9	802,770	4.1	474,916	
<b>FMD - Parts 670005</b> The Parts Division is responsible for oversight, management, distribution, and auditing of the part supply. Manages outside vendor repairs, and payment. Sets up vendor contracts and audits vendor contract compliance.	9.7	744,465	5.9	460,694	52.6	25,550,428	
<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.	58.2	4,207,551	58.9	4,583,049	56.5	4,532,291	

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Fleet Management Fund</b>							
<b>Business Area : Fleet Management Department</b>							
<b>Fund No. /Bus Area No. : 1005 / 6700</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	76.1	5,477,897	76.7	5,895,161	79.2	6,246,577	
<b>FMD - PRD/Body Maintenance 670023</b> The Parks & Recreation Department (PRD) Body Shop and the 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.	55.2	4,292,046	54.9	4,465,879	57.7	4,743,526	
<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.	43.1	3,604,699	45.0	3,619,051	41.6	3,703,593	
<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.	81.6	13,725,793	75.0	7,514,335	74.6	7,092,907	
<b>Total</b>	<b>353.6</b>	<b>87,807,392</b>	<b>348.3</b>	<b>86,607,392</b>	<b>387.2</b>	<b>89,177,277</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : Fleet Management Fund  
**Business Area** : Fleet Management Department  
**Fund No./Bus. Area No.** : 1005 / 6700

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Intergovernmental	0	0	0	50,000
Direct Interfund Services	87,801,290	88,507,392	86,607,392	89,127,277
Miscellaneous/Other	3,083	0	0	0
Other Resources	3,019	0	0	0
<b>Grand Total Revenues</b>	<u><u>87,807,392</u></u>	<u><u>88,507,392</u></u>	<u><u>86,607,392</u></u>	<u><u>89,177,277</u></u>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : **Property & Casualty Fund**

**Fund No./Bus. Area No.** : **1004 / 6500 / 9000**

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	75,476	75,476	75,476
Current Revenues	35,397,636	35,397,636	35,396,345
Total Available Resources	<u>35,473,112</u>	<u>35,473,112</u>	<u>35,471,821</u>
Maintenance and Operations	35,397,636	35,397,636	35,396,345
Total Expenditures	<u>35,397,636</u>	<u>35,397,636</u>	<u>35,396,345</u>
 Planned Ending Fund Balance	 <u>75,476</u>	 <u>75,476</u>	 <u>75,476</u>
Total Budget	<u><u>35,473,112</u></u>	<u><u>35,473,112</u></u>	<u><u>35,471,821</u></u>
 <b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	75,476	75,476	75,476
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The information above summarizes the FY2016 Budget, FY2016 Estimate and FY2017 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 Risk 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;
- 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; and
- Identify delinquent accounts owed to the City and increase recoveries on affirmative claims.

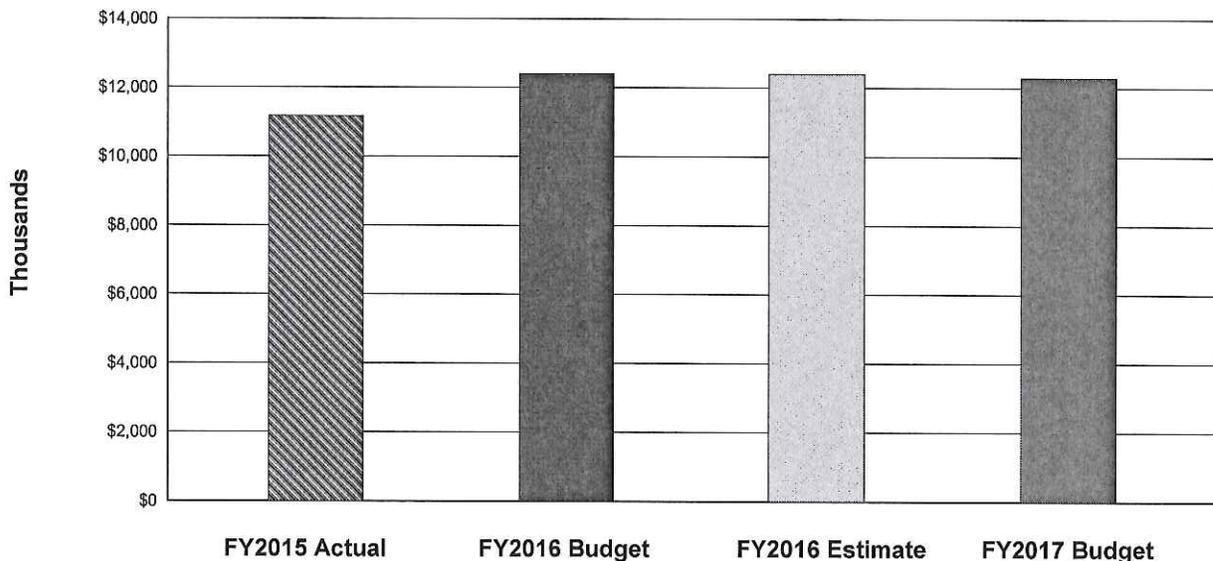
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Property & Casualty Fund  
**Business Area** : Administration and Regulatory Affairs  
**Fund No. /Bus. Area No.** : 1004 / 6500

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	655,527	679,953	679,953	691,675
	Supplies	1,890	2,977	2,977	2,862
	Other Services and Charges	10,511,734	11,724,512	11,724,512	11,614,654
	Total M & O Expenditures	<u>11,169,151</u>	<u>12,407,442</u>	<u>12,407,442</u>	<u>12,309,191</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>11,169,151</u>	<u>12,407,442</u>	<u>12,407,442</u>	<u>12,309,191</u>
Revenues		11,169,151	12,407,442	12,407,442	12,309,191
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	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases				

**Property & Casualty Fund  
Administration and Regulatory Affairs  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Property &amp; Casualty Fund</b>							
<b>Business Area : Administration and Regulatory Affairs</b>							
<b>Fund No. /Bus Area No. : 1004 / 6500</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Accounting Services Group</b> <span style="float:right">650005</span>							
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	11,169,151	5.0	12,407,442	5.0	12,309,191	
<b>Total</b>	<b>5.0</b>	<b>11,169,151</b>	<b>5.0</b>	<b>12,407,442</b>	<b>5.0</b>	<b>12,309,191</b>	

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues 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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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Direct Interfund Services	11,169,151	12,407,442	12,407,442	12,309,191
<b>Grand Total Revenues</b>	<u><u>11,169,151</u></u>	<u><u>12,407,442</u></u>	<u><u>12,407,442</u></u>	<u><u>12,309,191</u></u>



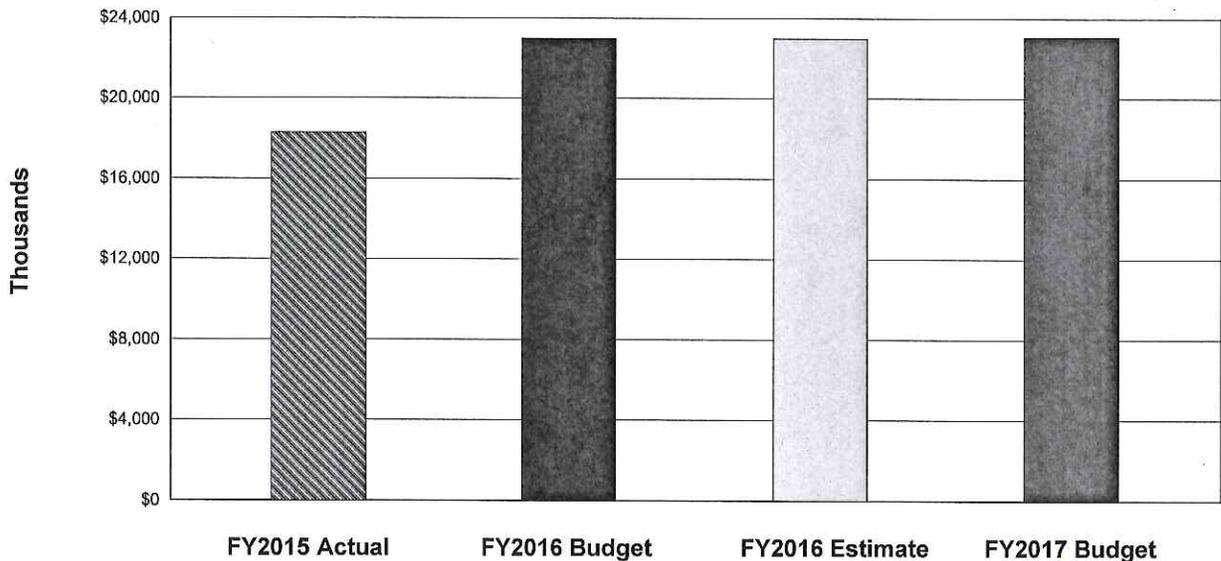
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Property & Casualty Fund  
**Business Area** : Legal  
**Fund No. /Bus. Area No.** : 1004 / 9000

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	7,364,050	7,616,209	7,616,209	7,689,551
	Supplies	75,190	154,000	154,000	161,845
	Other Services and Charges	10,838,631	15,219,985	15,219,985	15,235,758
	Total M & O Expenditures	18,277,871	22,990,194	22,990,194	23,087,154
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	18,277,871	22,990,194	22,990,194	23,087,154
Revenues		18,281,356	22,990,194	22,990,194	23,087,154
Staffing	Full-Time Equivalents - Civilian	52.7	55.5	51.3	54.0
	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	52.7	55.5	51.3	54.0
	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 FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The budget for claims, settlements and judgments is approximately \$12 million which represents 52% of the total budget.</li> <li>o The budget provides for a continuation of expert witness and legal services expenditures relating to the department's aggressive pursuit of potentially significant damages in several lawsuits in which the City is the plaintiff.</li> </ul>				

**Property & Casualty Fund  
Legal  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

Fund Name : Property & Casualty Fund  
 Business Area : Legal  
 Fund No. /Bus. Area No. : 1004 / 9000

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
EEOC and TX Workforce Commission Matters Handled	345	350	342	350
Funds Recovered -- Affirmative Collections	\$5.7M	\$4.5M	\$13.2M	\$2.0M
Liability Claims Closed without Payment	983	800	988	900
Liability Claims Processed	1,306	1,100	1,078	1,100
Expenditures Adopted Budget vs Actual Utilization	82%	100%	99%	100%
Revenues Adopted Budget vs Actual Utilization	82%	100%	99%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Property &amp; Casualty Fund</b>							
<b>Business Area : Legal</b>							
<b>Fund No. /Bus Area No. : 1004 / 9000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	3.0	543,411	2.0	334,445	2.0	273,944	
<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.	23.6	3,441,172	23.7	3,722,554	25.0	3,847,925	
<b>LGL - Labor, Empl. &amp; Civil Rights Section 900005</b> Responsible for representing the City on all labor, employment and civil rights lawsuits.	17.0	2,359,572	16.6	2,525,494	18.0	2,494,097	
<b>LGL - Claims &amp; Subrogation Section 900010</b> Responsible for liability tort claims, subrogation matters and general affirmative claim matters at the claim stage.	9.1	1,059,467	9.0	1,082,116	9.0	1,111,685	
<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	10,874,249	0.0	15,325,585	0.0	15,359,503	
<b>Total</b>	<b>52.7</b>	<b>18,277,871</b>	<b>51.3</b>	<b>22,990,194</b>	<b>54.0</b>	<b>23,087,154</b>	

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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**Fund Name** : Property & Casualty Fund  
**Business Area** : Legal  
**Fund No./Bus. Area No.** : 1004 / 9000

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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Direct Interfund Services	18,277,836	22,990,194	22,990,194	<b>23,087,154</b>
Interest	1,065	0	0	<b>0</b>
Miscellaneous/Other	2,455	0	0	<b>0</b>
<b>Grand Total Revenues</b>	<u><u>18,281,356</u></u>	<u><u>22,990,194</u></u>	<u><u>22,990,194</u></u>	<u><u>23,087,154</u></u>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name : Workers' Compensation**

**Fund No./Bus. Area No. : 1011 / 8000 / 9000**

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	0	0	6,998
Current Revenues	21,186,494	21,186,494	21,544,494
Total Available Resources	<u>21,186,494</u>	<u>21,186,494</u>	<u>21,551,492</u>
Maintenance and Operations	21,186,494	21,179,496	21,544,494
Total Expenditures	<u>21,186,494</u>	<u>21,179,496</u>	<u>21,544,494</u>
 Planned Ending Fund Balance	 <u>0</u>	 <u>6,998</u>	 <u>6,998</u>
Total Budget	<u>21,186,494</u>	<u>21,186,494</u>	<u>21,551,492</u>
 <u>Fund Balance Distribution</u>			
Non-Spendable	0	0	0
Restricted	0	6,998	6,998
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 provide a risk free environment and create an atmosphere of safety awareness. Specific initiatives are listed in the budget highlights.

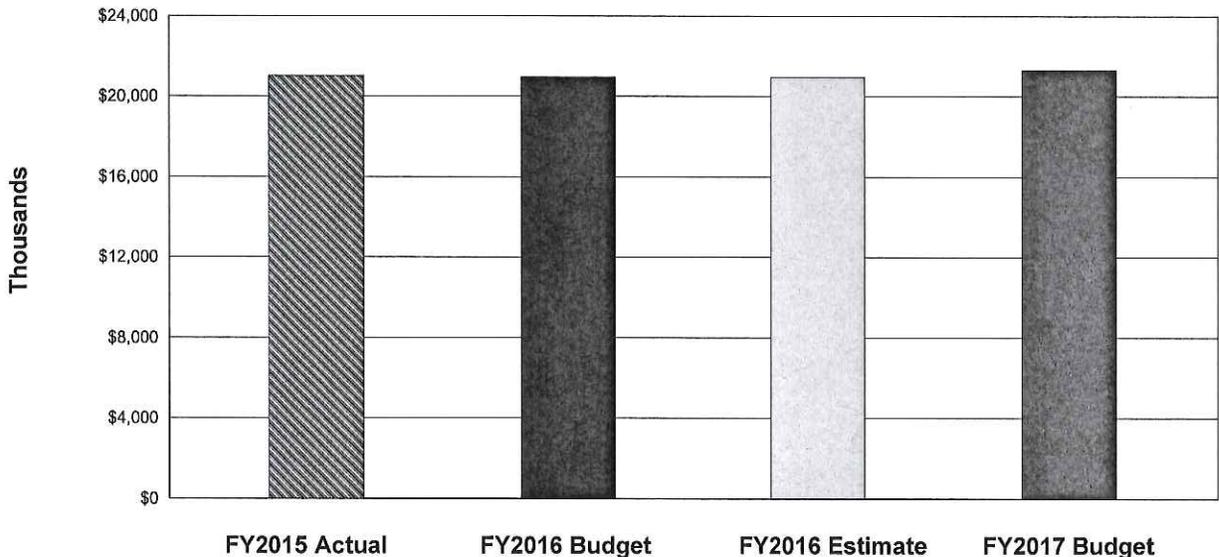
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Workers' Compensation  
**Business Area** : Human Resources  
**Fund No. /Bus. Area No.** : 1011 / 8000

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	2,617,486	2,905,238	2,905,238	3,467,690
	Supplies	34,334	67,021	67,021	56,990
	Other Services and Charges	18,382,738	17,896,580	17,896,580	17,782,236
	Equipment	0	70,000	70,000	0
	Non-Capital Equipment	4,770	12,620	12,620	5,770
	Total M & O Expenditures	<u>21,039,328</u>	<u>20,951,459</u>	<u>20,951,459</u>	<u>21,312,686</u>
	Debt Service & Other Uses	0	0	0	0
Total Expenditure	<u>21,039,328</u>	<u>20,951,459</u>	<u>20,951,459</u>	<u>21,312,686</u>	
Revenues		21,040,115	21,186,494	21,186,494	21,544,494
Staffing	Full-Time Equivalents - Civilian	31.5	31.9	31.9	35.0
	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	<u>31.5</u>	<u>31.9</u>	<u>31.9</u>	<u>35.0</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o The Workers' Compensation budget provides funding for the administrative costs of the program.				
	o A newly acquired Third Party Administrator (TPA) is expected to improve claims management and cost control.				
	o Implementation of new technologies in the safety training division to better analyze, manage, and reduce incidents.				

**Workers' Compensation  
Human Resources  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Workers' Compensation</b> <b>Business Area : Human Resources</b> <b>Fund No. /Bus. Area No. : 1011 / 8000</b>				
<b>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Injured Employee Claims	1,816	1,909	1,790	1,750
Lost Time Workers' Compensation Claims Costs (average)	\$8,416	\$9,422	\$8,769	\$8,303
Lost Time Workers' Compensation Claims Reported	467	475	455	450
Expenditures Adopted Budget vs Actual Utilization	81%	100%	89%	100%
Revenues Adopted Budget vs Actual Utilization	80%	100%	89%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Workers' Compensation</b>							
<b>Business Area : Human Resources</b>							
<b>Fund No. /Bus Area No. : 1011 / 8000</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	3.5	251,966	3.8	302,099	4.0	326,997	
<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 citywide 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.	21.9	20,230,084	21.1	19,986,340	24.0	20,271,824	
<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.	6.1	557,278	7.0	663,020	7.0	713,865	
<b>Total</b>	<b>31.5</b>	<b>21,039,328</b>	<b>31.9</b>	<b>20,951,459</b>	<b>35.0</b>	<b>21,312,686</b>	

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

Fund Name : Workers' Compensation  
Business Area : Human Resources  
Fund No./Bus. Area No. : 1011 / 8000

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	21,025,994	21,173,494	21,173,494	21,532,505
Interest	13,818	13,000	13,000	11,989
Miscellaneous/Other	303	0	0	0
<b>Grand Total Revenues</b>	<b>21,040,115</b>	<b>21,186,494</b>	<b>21,186,494</b>	<b>21,544,494</b>

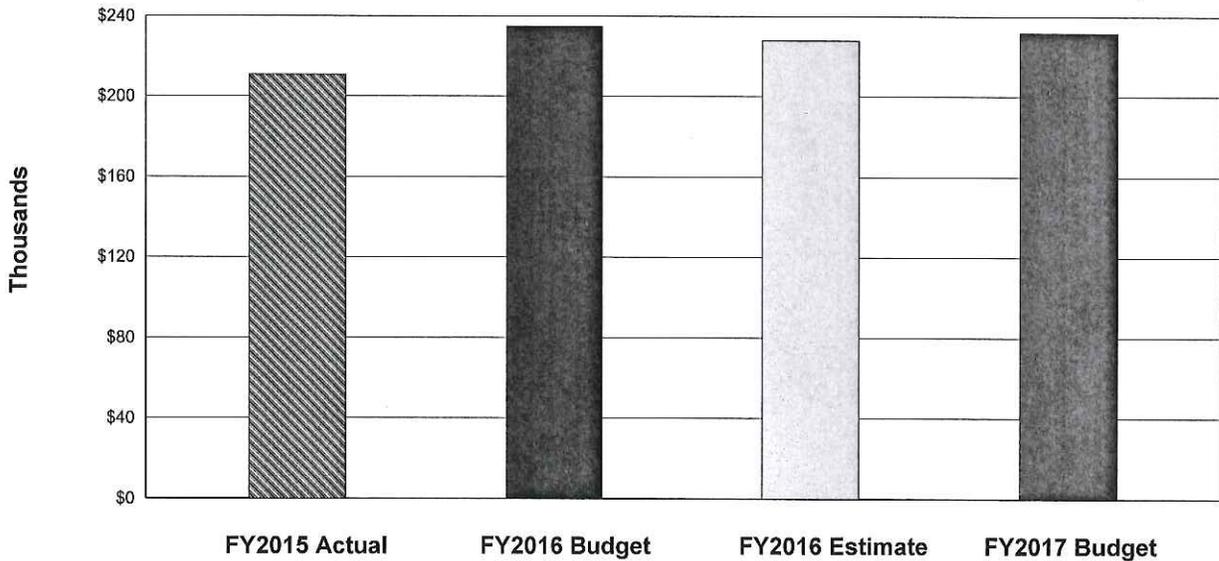
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Workers' Compensation  
**Business Area** : Legal  
**Fund No. /Bus. Area No.** : 1011 / 9000

		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	194,974	212,383	206,756	<b>209,963</b>
	Supplies	13,400	13,400	13,400	<b>13,400</b>
	Other Services and Charges	2,578	9,252	7,881	<b>8,445</b>
	Total M & O Expenditures	<u>210,952</u>	<u>235,035</u>	<u>228,037</u>	<b>231,808</b>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	<u>210,952</u>	<u>235,035</u>	<u>228,037</u>	<b>231,808</b>
Revenues		210,952	0	0	<b>0</b>
Staffing	Full-Time Equivalents - Civilian	2.0	2.0	2.0	<b>2.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<b>2.0</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o Continue providing the highest level services to the Workers' Compensation Benefits Program.</li> </ul>				

**Workers' Compensation  
Legal  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
Fund Name : Workers' Compensation							
Business Area : Legal							
Fund No. /Bus Area No. : 1011 / 9000							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 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.	2.0	210,952	2.0	228,037	2.0	231,808	
<b>Total</b>	<u>2.0</u>	<u>210,952</u>	<u>2.0</u>	<u>228,037</u>	<u>2.0</u>	<u>231,808</u>	

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

Fund Name : Workers' Compensation  
Business Area : Legal  
Fund No./Bus. Area No. : 1011 / 9000

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	210,952	0	0	0
<b>Grand Total Revenues</b>	<b>210,952</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name :** Central Service Revolving Fund  
**Fund No./Bus. Area No. :** 1002 / 2500 / 6400 / 6500 / 6800 / 7000 / 8000

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	202,926,624	200,123,443	<b>198,085,857</b>
Total Available Resources	<u>202,926,624</u>	<u>200,123,443</u>	<u><b>198,085,857</b></u>
Maintenance and Operations	202,272,888	199,469,707	<b>197,432,121</b>
Operating Transfers	653,736	653,736	<b>653,736</b>
Total Expenditures	<u>202,926,624</u>	<u>200,123,443</u>	<u><b>198,085,857</b></u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>202,926,624</u></u>	<u><u>200,123,443</u></u>	<u><u><b>198,085,857</b></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 FY2016 Budget, the FY2016 Estimate and the FY2017 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 and citywide copier services 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 Contingent Workforce Services (formerly known as Temporary Personnel Services), Human Resources Client Relations Division, and Learning and Development Center. The revenue and expenditure summaries include: General Services, Administration and Regulatory Affairs, Houston Information Technology Services, Planning and Development, Human Resources and Finance.

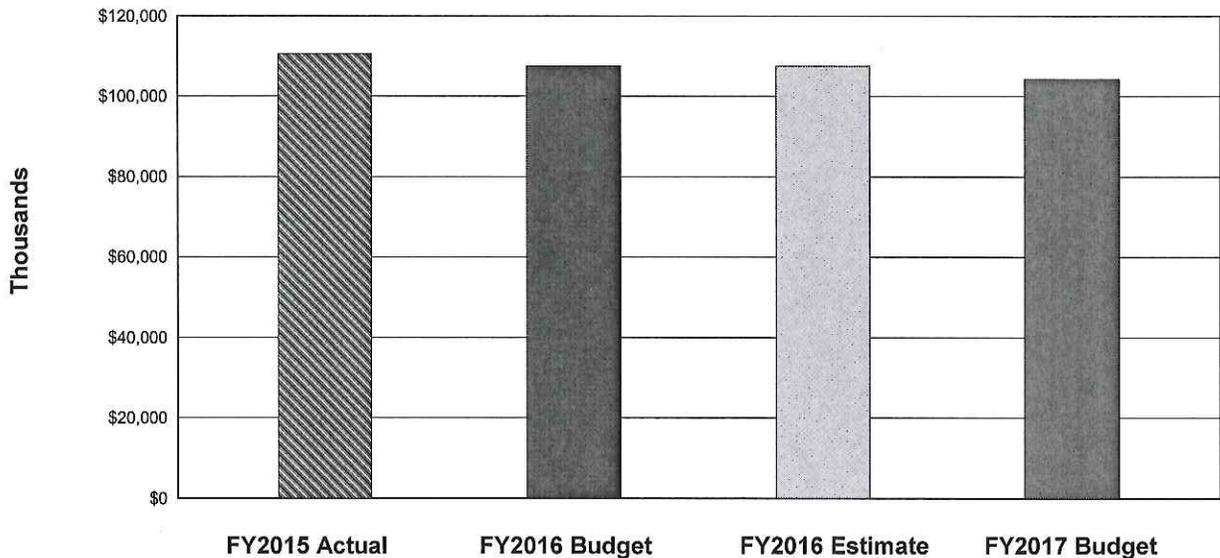
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 1002 / 2500

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Other Services and Charges	110,622,909	107,649,963	107,556,153	<b>104,311,852</b>
	Total M & O Expenditures	110,622,909	107,649,963	107,556,153	<b>104,311,852</b>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	110,622,909	107,649,963	107,556,153	<b>104,311,852</b>
Revenues		110,622,909	107,649,963	107,556,153	<b>104,311,852</b>
Staffing	Full-Time Equivalents - Civilian	0.5	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	0.5	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The City of Houston is using nearly one billion kilowatt hours (kWh) of green power annually which ranks the City 1st on the Environmental Protection Agency (EPA) Top 30 Local Government list of the largest green power users.</li> <li>o The City of Houston is ranked 6th on the EPA's National Top 100 list of the largest green power users. This commitment has also qualified the City of Houston to be recognized as a member of the EPA's Green Power Leadership Club.</li> <li>o The City of Houston has made a commitment to increase its renewable energy portfolio by purchasing 30 megawatts (MW) of solar power beginning December 2016.</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 FY2017.</li> </ul>				

**Central Service Revolving Fund  
 General Services  
 Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

Division Summary							
Fund Name : Central Service Revolving Fund							
Business Area : General Services							
Fund No. /Bus Area No. : 1002 / 2500							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
GSD - Energy Management <span style="float:right">250004</span> Provides support for citywide electricity and natural gas activities.	0.5	110,622,909	0.0	107,556,153	0.0	104,311,852	
<b>Total</b>	<u>0.5</u>	<u>110,622,909</u>	<u>0.0</u>	<u>107,556,153</u>	<u>0.0</u>	<u>104,311,852</u>	

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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**Fund Name** : Central Service Revolving Fund  
**Business Area** : General Services  
**Fund No./Bus. Area No.** : 1002 / 2500

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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Direct Interfund Services	110,622,909	107,649,963	107,556,153	<b>104,311,852</b>
<b>Grand Total Revenues</b>	<u><u>110,622,909</u></u>	<u><u>107,649,963</u></u>	<u><u>107,556,153</u></u>	<u><u>104,311,852</u></u>



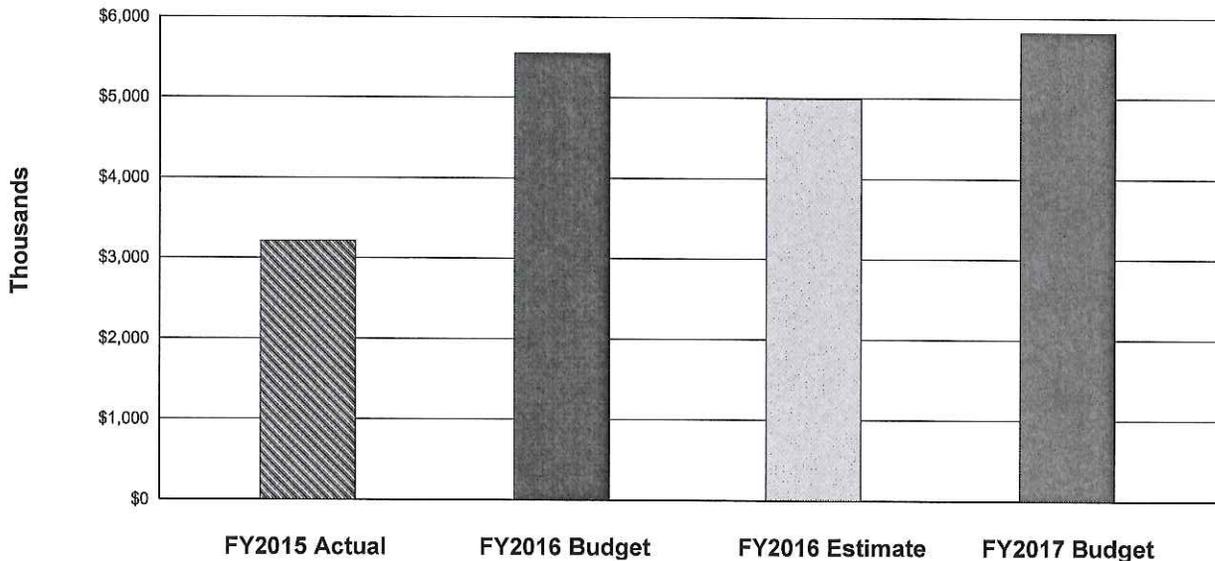
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Finance Department  
**Fund No. /Bus. Area No.** : 1002 / 6400

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	3,053,716	5,140,827	4,647,341	5,484,186
	Supplies	10,433	75,660	50,366	69,012
	Other Services and Charges	144,626	333,901	295,469	264,786
	Equipment	2,745	0	0	0
	Total M & O Expenditures	<u>3,211,520</u>	<u>5,550,388</u>	<u>4,993,176</u>	<u>5,817,984</u>
	Debt Service & Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditure	3,211,520	5,550,388	4,993,176	5,817,984
Revenues		3,211,520	5,550,388	4,993,176	5,817,984
Staffing	Full-Time Equivalents - Civilian	31.6	51.5	44.5	56.1
	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	<u>31.6</u>	<u>51.5</u>	<u>44.5</u>	<u>56.1</u>
	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 FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</li> <li>o The FY2017 Budget includes a reduction of \$400,127 for department savings initiatives.</li> <li>o Funding for eight positions have been included in FY2017 for the accounts payable consolidation of the Public Works and Engineering Department.</li> </ul>				

**Central Service Revolving Fund  
Finance Department  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Finance Department  
**Fund No. /Bus. Area No.** : 1002 / 6400

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Chargebacks Processed for Departments in 45 days	100%	100%	100%	100%
Client Department Expenditures Adopted Budget vs Actual Utilization	95%	98%	97%	98%
Collection Rate for EMS	35%	37%	40%	42%
Collection Rate of Vendor Managed Revenues	34%	40%	41%	45%
Cost per Invoice Processed	N/A	\$45	\$41	\$41
Invoice Payments Processed in 30 Days of Receipt	97%	95%	95%	95%
Expenditures Adopted Budget vs Actual Utilization	81%	100%	90%	100%
Revenues Adopted Budget vs Actual Utilization	81%	100%	90%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Central Service Revolving Fund</b>							
<b>Business Area : Finance Department</b>							
<b>Fund No. /Bus Area No. : 1002 / 6400</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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 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.	2.0	185,130	2.0	189,652	3.0	296,325	
<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.	10.7	1,252,036	14.3	1,958,017	15.0	2,025,550	
<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, General Services - Energy, Fleet Management and Public Work and Engineering Departments. Provides centralized support in accounts receivable and collections function for EMS activity in support of the Houston Fire Department.	12.7	1,219,044	18.5	1,936,458	27.4	2,427,818	
<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.	6.2	555,310	9.7	909,049	10.7	1,068,291	
<b>Total</b>	<b>31.6</b>	<b>3,211,520</b>	<b>44.5</b>	<b>4,993,176</b>	<b>56.1</b>	<b>5,817,984</b>	

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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Fund Name : Central Service Revolving Fund  
Business Area : Finance Department  
Fund No./Bus. Area No. : 1002 / 6400

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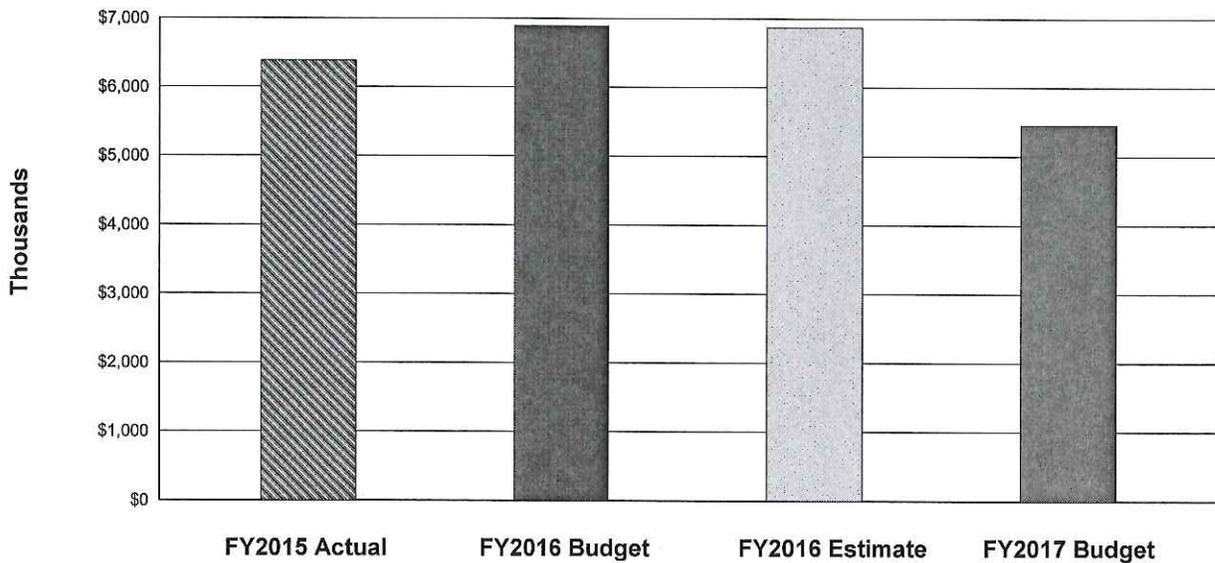
Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	3,211,520	5,550,388	4,993,176	5,817,984
<b>Grand Total Revenues</b>	<u><u>3,211,520</u></u>	<u><u>5,550,388</u></u>	<u><u>4,993,176</u></u>	<u><u>5,817,984</u></u>

**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

<b>Fund Name</b> :		<b>Central Service Revolving Fund</b>			
<b>Business Area</b> :		<b>Administration and Regulatory Affairs</b>			
<b>Fund No. /Bus. Area No.</b> :		<b>1002 / 6500</b>			
		<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Supplies	270,000	375,600	375,600	<b>375,600</b>
	Other Services and Charges	6,120,008	6,514,154	6,496,310	<b>5,083,154</b>
	Total M & O Expenditures	<u>6,390,008</u>	<u>6,889,754</u>	<u>6,871,910</u>	<b>5,458,754</b>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	<u>6,390,008</u>	<u>6,889,754</u>	<u>6,871,910</u>	<b>5,458,754</b>
Revenues		6,390,008	6,889,754	6,871,910	<b>5,458,754</b>
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<b>0.0</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	o In FY2017, the citywide copier contract will be managed by Houston Information Technology Services Department. As a result, FY2017 Budget is reduced by \$1.4 million.				

**Central Service Revolving Fund  
Administration and Regulatory Affairs  
Expenditure Summary**



**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 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	2,596,299	0.0	2,791,000	0.0	1,360,000	
<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	1,125,880	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	6,574	0.0	17,600	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 chargeback services in the Central Service Revolving Fund.	0.0	2,661,255	0.0	2,823,329	0.0	2,841,173	
<b>Total</b>	<b>0.0</b>	<b>6,390,008</b>	<b>0.0</b>	<b>6,871,910</b>	<b>0.0</b>	<b>5,458,754</b>	

FISCAL YEAR 2017 BUDGET

**Business Area Revenues Summary**

Fund Name : Central Service Revolving Fund  
Business Area : Administration and Regulatory Affairs  
Fund No./Bus. Area No. : 1002 / 6500

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	2,660,856	2,841,173	2,823,329	<b>2,841,173</b>
Direct Interfund Services	3,707,639	4,030,981	4,030,981	<b>2,599,981</b>
Miscellaneous/Other	21,513	17,600	17,600	<b>17,600</b>
<b>Grand Total Revenues</b>	<b><u>6,390,008</u></b>	<b><u>6,889,754</u></b>	<b><u>6,871,910</u></b>	<b><u>5,458,754</u></b>



**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

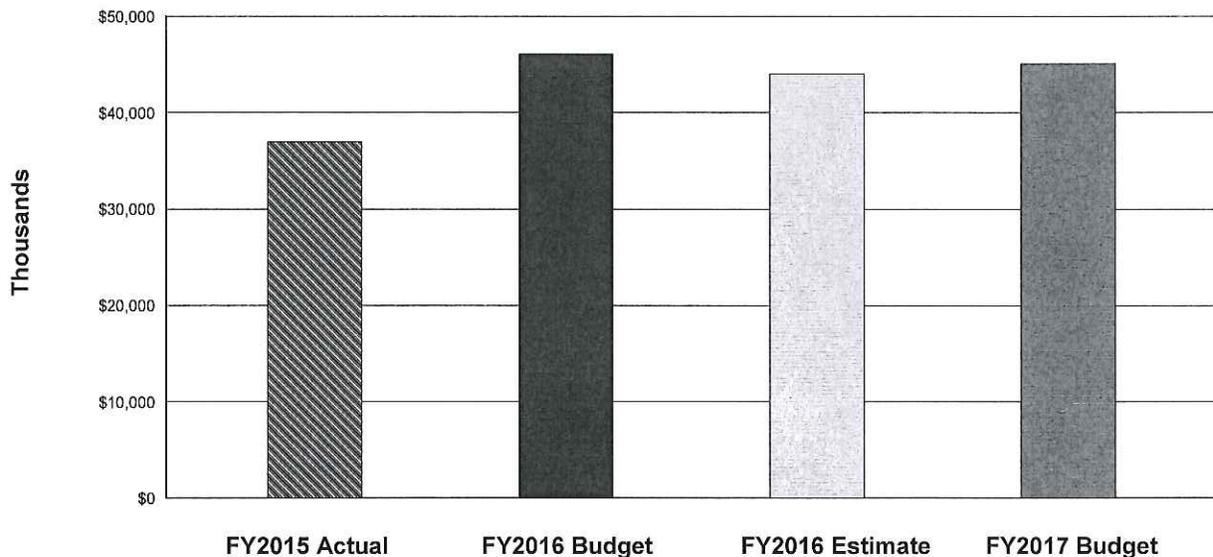
Fund Name : Central Service Revolving Fund  
 Business Area : Houston Information Technology Services  
 Fund No. /Bus. Area No. : 1002 / 6800

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	6,038,658	6,897,722	6,959,422	6,888,166
	Supplies	51,573	158,570	158,570	163,390
	Other Services and Charges	29,851,967	37,996,525	35,996,774	37,395,681
	Equipment	435,379	375,165	246,000	0
	Non-Capital Equipment	1,800	0	0	0
	Total M & O Expenditures	36,379,377	45,427,982	43,360,766	44,447,237
	Debt Service & Other Uses	653,736	653,736	653,736	653,736
	Total Expenditure	37,033,113	46,081,718	44,014,502	45,100,973
Revenues		37,033,113	46,081,718	44,014,502	45,100,973
Staffing	Full-Time Equivalents - Civilian	51.7	58.0	58.0	54.7
	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	51.7	58.0	58.0	54.7
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0

Significant Budget Changes and Highlights

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o The FY2017 Budget includes:
  - Reorganization of the Project Management Office to properly align resources to ensure better project delivery;
  - Realignment of the Client Services Group to improve service delivery;
  - Significant reduction in Voice Services expenses;
  - Transfer of the copier contract from Administration and Regulatory Affairs to HITS.

**Central Service Revolving Fund  
 Houston Information Technology Services  
 Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<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>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	1.5	6,622,618	3.0	4,314,559	8.0	4,774,494	
<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.	16.2	7,472,143	21.0	9,196,161	21.0	10,031,114	
<b>HITS - Infrastructure Group 680003</b> Provides help desk and 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.	3.0	17,468,158	4.0	24,463,003	5.0	25,324,045	
<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.	22.2	4,382,133	22.7	4,512,915	20.7	4,434,320	
<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.	3.4	348,374	0.0	537,000	0.0	537,000	

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

Fund Name : Central Service Revolving Fund  
 Business Area : Houston Information Technology Services  
 Fund No. /Bus Area No. : 1002 / 6800

Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>HITS - Project Group 680007</b> Provides citywide project management services.  This division was realigned and consolidated with other divisions in FY2017.	5.4	739,687	7.3	990,864	0.0	0
<b>Total</b>	<b>51.7</b>	<b>37,033,113</b>	<b>58.0</b>	<b>44,014,502</b>	<b>54.7</b>	<b>45,100,973</b>

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**FISCAL YEAR 2017 BUDGET**

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**Business Area Revenues Summary**

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**Fund Name** : Central Service Revolving Fund  
**Business Area** : Houston Information Technology Services  
**Fund No./Bus. Area No.** : 1002 / 6800

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<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Direct Interfund Services	34,837,520	43,218,033	41,125,365	<b>42,586,058</b>
Miscellaneous/Other	2,195,593	2,863,685	2,889,137	<b>2,514,915</b>
<b>Grand Total Revenues</b>	<u><u>37,033,113</u></u>	<u><u>46,081,718</u></u>	<u><u>44,014,502</u></u>	<u><u>45,100,973</u></u>

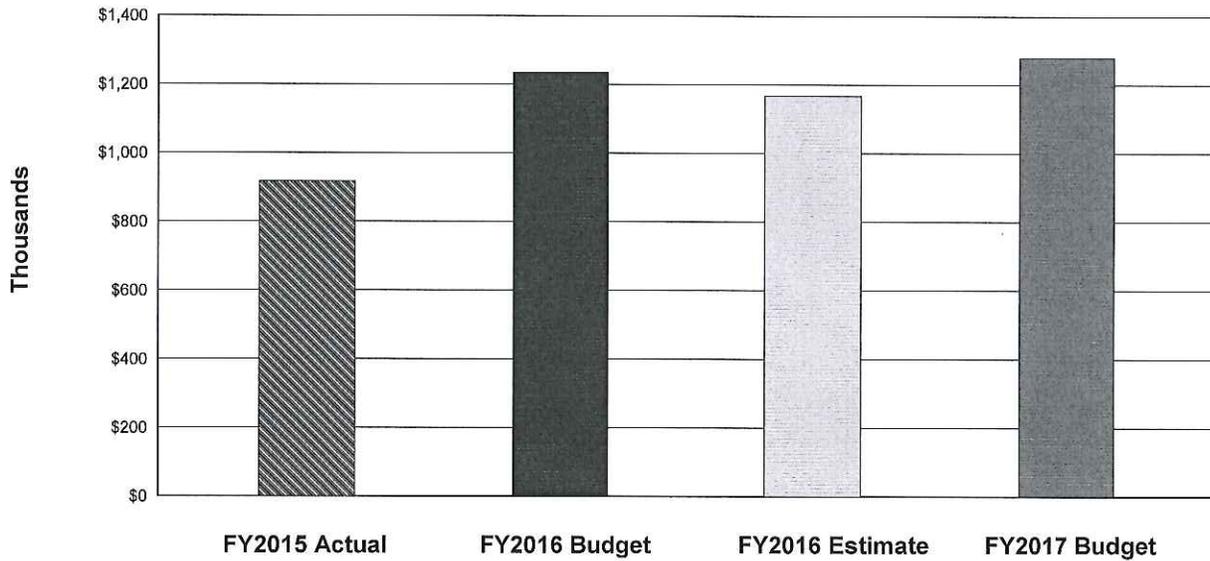
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus. Area No.** : 1002 / 7000

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	760,852	973,519	960,299	<b>1,069,772</b>
	Supplies	3,956	21,996	21,996	<b>21,996</b>
	Other Services and Charges	152,694	238,437	184,558	<b>188,114</b>
	Total M & O Expenditures	917,502	1,233,952	1,166,853	<b>1,279,882</b>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	917,502	1,233,952	1,166,853	<b>1,279,882</b>
Revenues		917,502	1,233,952	1,166,853	<b>1,279,882</b>
Staffing	Full-Time Equivalents - Civilian	8.2	11.5	9.4	<b>10.5</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	8.2	11.5	9.4	<b>10.5</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.0</b>
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				

**Central Service Revolving Fund  
 Planning & Development  
 Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus. Area No.** : 1002 / 7000

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Percentage of Property Addresses Assigned Prior to Planning Commission Approval	30%	35%	59%	59%
Expenditures Adopted Budget vs Actual Utilization	71%	100%	95%	100%
Revenues Adopted Budget vs Actual Utilization	71%	100%	95%	100%

**FISCAL YEAR 2017 BUDGET**

**Division Summary**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus Area No.** : 1002 / 7000

Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>PD - GIS Services</b> <span style="float:right"><b>700002</b></span> The EGIS Revolving Fund work group creates and maintains the City's underlying geospatial data for all departments applications and map requests. The group also coordinates with emergency providers within the city, county, and regional agencies to ensure accurate, effective emergency services; and provides mapping and analysis for data, training, testing and debugging to ensure product quality.	8.2	917,502	9.4	1,166,853	10.5	1,279,882
<b>Total</b>	<u>8.2</u>	<u>917,502</u>	<u>9.4</u>	<u>1,166,853</u>	<u>10.5</u>	<u>1,279,882</u>

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FISCAL YEAR 2017 BUDGET

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**Business Area Revenues 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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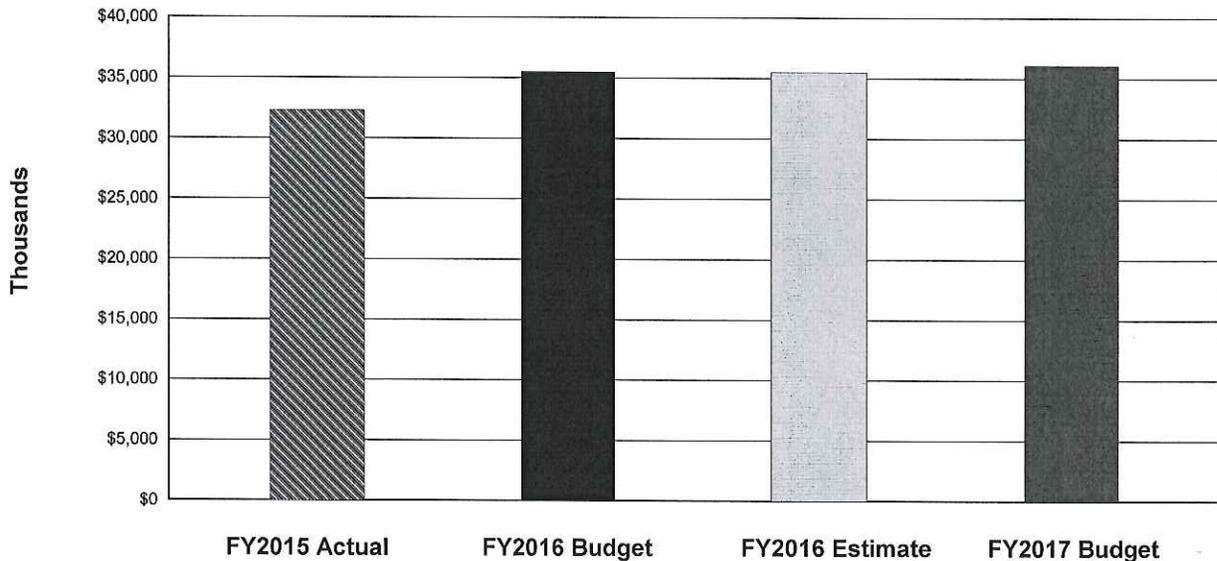
Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	440,661	507,830	523,853	588,765
Miscellaneous/Other	476,841	726,122	643,000	691,117
<b>Grand Total Revenues</b>	<u><u>917,502</u></u>	<u><u>1,233,952</u></u>	<u><u>1,166,853</u></u>	<u><u>1,279,882</u></u>

**FISCAL YEAR 2017 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>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Expenditures	Personnel Services	12,342,142	13,085,369	13,085,369	14,439,807
	Supplies	60,307	69,231	69,231	74,832
	Other Services and Charges	19,899,579	22,322,749	22,322,749	21,569,923
	Non-Capital Equipment	29,667	43,500	43,500	31,850
	Total M & O Expenditures	<u>32,331,695</u>	<u>35,520,849</u>	<u>35,520,849</u>	<u>36,116,412</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>32,331,695</u>	<u>35,520,849</u>	<u>35,520,849</u>	<u>36,116,412</u>
Revenues		32,331,695	35,520,849	35,520,849	36,116,412
Staffing	Full-Time Equivalents - Civilian	142.1	149.5	149.5	158.5
	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	<u>142.1</u>	<u>149.5</u>	<u>149.5</u>	<u>158.5</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.				
	o Provides HR services (employee relations, benefits support, retirement, staffing, succession planning, monitoring of legal compliance, reporting, and transactional duties). The HR to employee ratio is 1:116.				
	o The FY2017 Budget includes funding for Classified Testing (CT) that was transferred from the General Fund, which currently has 5 FTEs. CT primarily provides testing services to the Houston Fire Department. These services include, but are not limited to, job analysis, test creation, administration, defense and item analyses, and generation of technical reports.				
	o In FY2017 Temporary Personnel Services will be permanently renamed Contingent Workforce Services. This change directly aligns the City of Houston with the current nomenclature used by the US Department of Labor.				

**Central Service Revolving Fund  
Human Resources  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Central Service Revolving Fund  
**Business Area** : Human Resources  
**Fund No. /Bus. Area No.** : 1002 / 8000

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Classified Recruiting Events	779	600	500	500
Temporary Employee FTEs (average)	303	360	425	408
Temporary Employee Hours Worked	632,191	750,000	885,000	850,000
Expenditures Adopted Budget vs Actual Utilization	108%	100%	101%	100%
Revenues Adopted Budget vs Actual Utilization	108%	100%	101%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Contingent Workforce 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.	3.7	18,495,456	4.0	19,850,590	4.0	20,005,220	
<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.	123.6	12,206,808	128.5	13,950,579	137.0	14,259,837	
<b>Learning and Development Center 800030</b>							
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 Leadership Institute Program (LIP) and City Accreditation Program for Supervisors (CAPS).	14.8	1,629,431	17.0	1,719,680	17.5	1,851,355	
<b>Total</b>	<b>142.1</b>	<b>32,331,695</b>	<b>149.5</b>	<b>35,520,849</b>	<b>158.5</b>	<b>36,116,412</b>	

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

Fund Name : Central Service Revolving Fund  
Business Area : Human Resources  
Fund No./Bus. Area No. : 1002 / 8000

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Charges for Services	12,240,499	14,101,169	14,101,169	14,565,057
Direct Interfund Services	20,091,196	21,419,680	21,419,680	21,551,355
<b>Grand Total Revenues</b>	<b><u>32,331,695</u></b>	<b><u>35,520,849</u></b>	<b><u>35,520,849</u></b>	<b><u>36,116,412</u></b>



**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Project Cost Recovery Fund  
**Fund No./Bus. Area No.** : 1001 / 2000 / 2500

	<u>FY2016</u> <u>Current Budget</u>	<u>FY2016</u> <u>Estimate</u>	<u>FY2017</u> <u>Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	48,659,290	45,295,443	50,243,371
Total Available Resources	<u>48,659,290</u>	<u>45,295,443</u>	<u>50,243,371</u>
Maintenance and Operations	48,659,290	45,295,443	50,243,371
Total Expenditures	<u>48,659,290</u>	<u>45,295,443</u>	<u>50,243,371</u>
 Planned Ending Fund Balance	 <u>0</u>	 <u>0</u>	 <u>0</u>
Total Budget	<u><u>48,659,290</u></u>	<u><u>45,295,443</u></u>	<u><u>50,243,371</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 FY2016 Budget, the FY2016 Estimates and the FY2017 Budget for the Project Cost Recovery Fund. Also included are the 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. Lastly, the General Services Department (GSD), expenditures within this fund are recovered from CIP funds.

The mission and primary areas of focus for the Project Cost Recovery Fund are: To design and construct Houston's public infrastructure so that quality capital projects are delivered timely, within budget and with minimum inconvenience to the public.

**Short Term Goals**

- o Execute current Capital Improvement Plan workload and meet or exceed performance measures standards.
- o Complete Capital Improvement Program Management System(CIPMS) upgrades, initiate back end programming, prioritize and schedule future system modifications. Continue to acquire parcels by construction award date.
- o Continue efforts to develop and implement processes to perform need assessments, prioritize needs and develop candidate projects across infrastructure programs.
- o Configure contract databases to generate automatic alerts for contract specific actions.
- o Utilize completed models to support operations and master planning efforts.
- o Calibrate and optimize the GIS aligned operational and planning model for the water system.
- 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.

**Long Term Goals**

- o Utilize manpower analysis as a basis for ECD level of efforts. Continue to review evaluation reports on consultants and contractors.
- o Develop citywide infrastructure needs based on population growth and regulatory drivers with processes to deliver necessary CIP candidate projects based on infrastructure condition and growth.
- o Develop regional re-use plan for indirect re-use water rights. Finalize, format and begin populating Geotechnical GIS database.
- o Refresh and upgrade PWE's computing and communities to increase capabilities and support new technologies.

**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

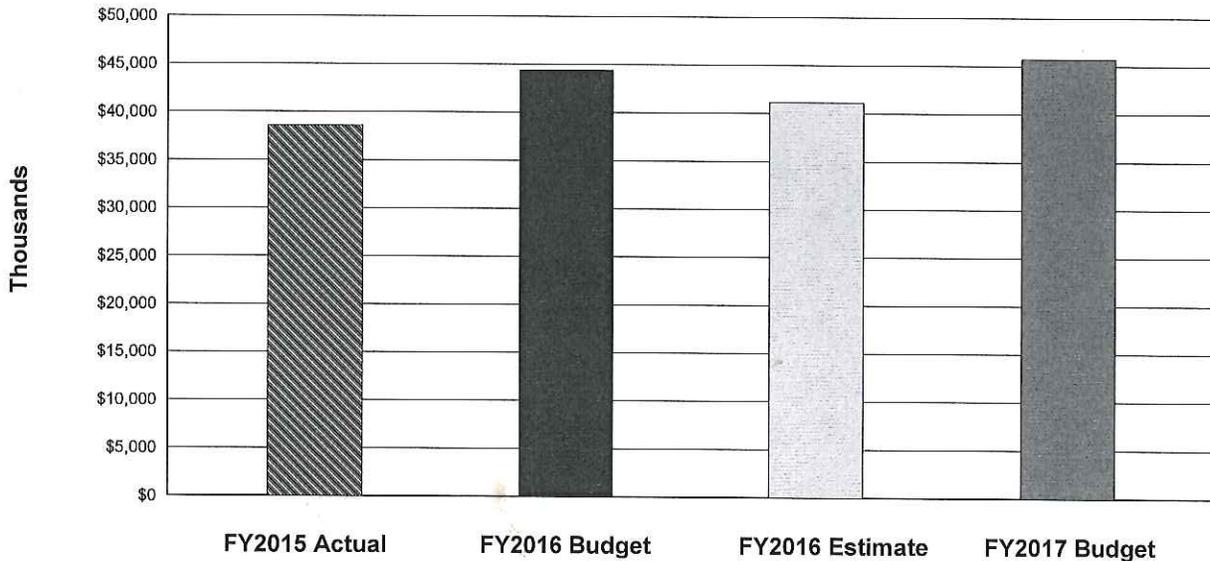
**Fund Name** : Project Cost Recovery Fund  
**Business Area** : Public Works & Engineering  
**Fund No. /Bus. Area No.** : 1001 / 2000

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	31,065,603	34,905,100	32,360,821	36,208,300
	Supplies	301,590	502,200	401,496	462,800
	Other Services and Charges	7,161,555	8,790,920	8,211,710	8,838,300
	Equipment	0	81,680	62,000	124,000
	Non-Capital Equipment	53,820	107,900	103,650	133,800
	Total M & O Expenditures	<u>38,582,568</u>	<u>44,387,800</u>	<u>41,139,677</u>	<u>45,767,200</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>38,582,568</u>	<u>44,387,800</u>	<u>41,139,677</u>	<u>45,767,200</u>
Revenues		38,582,568	44,387,800	41,139,677	45,767,200
Staffing	Full-Time Equivalents - Civilian	320.2	335.0	310.0	336.7
	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	<u>320.2</u>	<u>335.0</u>	<u>310.0</u>	<u>336.7</u>
	Full-Time Equivalents - Overtime	3.1	5.7	2.9	4.0

**Significant Budget Changes and Highlights**

- o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o Implementation of 10-year CIP plan for FY2017-FY2026.
- o Continue concerted effort to update standards for infrastructure.
- o Continue to improve CIP processes (planning and programming).
- o Include additional resources to support the Northeast Water Purification Plant Expansion Project.

**Project Cost Recovery Fund  
Public Works & Engineering  
Expenditure Summary**



**FISCAL YEAR 2017 BUDGET**

<b>Business Area Performance Measures</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>Performance Measures</b>	<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Accept Work Actions Prepared	56	76	77	76
Construction Projects Completed on Schedule	94%	98%	97%	98%
Construction Projects Completed within Budget	97%	97%	98%	98%
Construction Projects Substantially Completed	61	75	64	65
Engineers and Inspectors with License Renewals	100%	100%	100%	100%
Parcels of Land Acquired	391	427	420	450
Pre-engineering Needs Identification Completed	36	43	24	44
Professional Services Contracts Awarded	60	61	70	70
Systems Availability - CIPMS	99.5%	100.0%	99.5%	99.5%
Expenditures Adopted Budget vs Actual Utilization	87%	98%	93%	98%
Revenues Adopted Budget vs Actual Utilization	87%	100%	93%	100%

**FISCAL YEAR 2017 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>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>Traffic Operations Division 200002</b> Manages and analyzes traffic calming plans to support the Neighborhood Traffic Management Program.	2.0	227,485	3.0	351,018	3.0	385,400	
<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	742,854	0.0	849,400	0.0	862,400	
<b>PWE - Public Utility 200004</b> Manages contractual issues and other required coordination with participating water authorities related to the Northeast Water Plant Expansion.	0.0	0	0.0	0	8.2	1,009,500	
<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 and expenses.	13.3	2,723,349	14.2	2,864,550	15.5	3,344,400	
<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.	51.3	5,965,201	47.4	6,372,215	55.9	7,597,200	
<b>Engineering &amp; Construction Division 200007</b> Responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five-year CIP plan.	248.7	28,006,595	241.8	29,621,433	249.1	31,291,600	

**FISCAL YEAR 2017 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>							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<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.	4.9	891,786	3.6	1,053,161	5.0	1,248,800	
<b>Management Support Branch 200009</b> Provides necessary funding to ensure effective delivery of accurate, reliable and timely bi-weekly payroll reports.	0.0	25,298	0.0	27,900	0.0	27,900	
<b>Total</b>	<b>320.2</b>	<b>38,582,568</b>	<b>310.0</b>	<b>41,139,677</b>	<b>336.7</b>	<b>45,767,200</b>	

**FISCAL YEAR 2017 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : Project Cost Recovery Fund  
**Business Area** : Public Works & Engineering  
**Fund No./Bus. Area No.** : 1001 / 2000

<b>Category</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
Licenses and Permits	65,980	35,000	35,000	<b>35,000</b>
Intergovernmental	0	139,700	139,700	<b>71,100</b>
Direct Interfund Services	38,513,394	44,213,100	40,964,977	<b>45,661,100</b>
Miscellaneous/Other	3,194	0	0	<b>0</b>
<b>Grand Total Revenues</b>	<b><u>38,582,568</u></b>	<b><u>44,387,800</u></b>	<b><u>41,139,677</u></b>	<b><u>45,767,200</u></b>



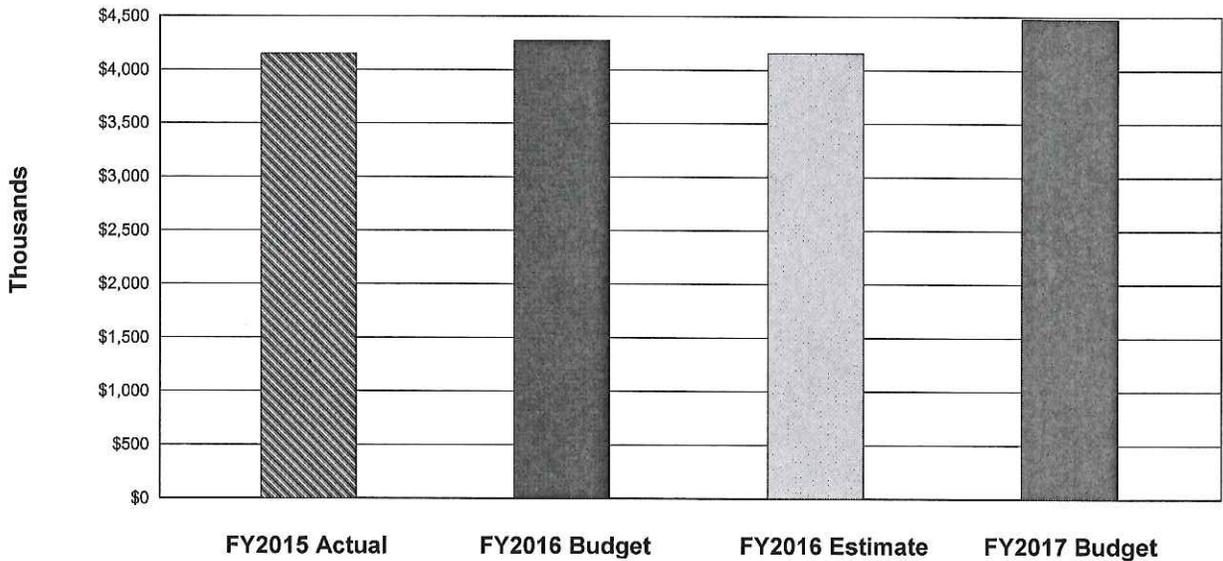
**FISCAL YEAR 2017 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Project Cost Recovery Fund  
**Business Area** : General Services  
**Fund No. /Bus. Area No.** : 1001 / 2500

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	4,149,281	4,271,490	4,155,766	<b>4,476,171</b>
	Total M & O Expenditures	4,149,281	4,271,490	4,155,766	<b>4,476,171</b>
	Debt Service & Other Uses	0	0	0	<b>0</b>
	Total Expenditure	4,149,281	4,271,490	4,155,766	<b>4,476,171</b>
Revenues		4,149,281	4,271,490	4,155,766	<b>4,476,171</b>
Staffing	Full-Time Equivalents - Civilian	36.7	38.0	34.9	<b>37.6</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	36.7	38.0	34.9	<b>37.6</b>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	<b>0.1</b>
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2017 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.</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 2017 BUDGET**

**Business Area Performance Measures**

Fund Name : Project Cost Recovery Fund  
 Business Area : General Services  
 Fund No. /Bus. Area No. : 1001 / 2500

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Job Order Contract/Task Order Contract Projects	227	250	255	285
Expenditures Adopted Budget vs Actual Utilization	97%	100%	97%	100%
Revenues Adopted Budget vs Actual Utilization	97%	100%	97%	100%

**FISCAL YEAR 2017 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Project Cost Recovery Fund</b>							
<b>Business Area : General Services</b>							
<b>Fund No. /Bus Area No. : 1001 / 2500</b>							
<b>Division Description</b>	<b>FY2015 Actual</b>		<b>FY2016 Estimate</b>		<b>FY2017 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<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.	36.7	4,149,281	34.9	4,155,766	37.6	4,476,171	
<b>Total</b>	<b>36.7</b>	<b>4,149,281</b>	<b>34.9</b>	<b>4,155,766</b>	<b>37.6</b>	<b>4,476,171</b>	

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

Fund Name : Project Cost Recovery Fund  
Business Area : General Services  
Fund No./Bus. Area No. : 1001 / 2500

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	4,149,281	4,271,490	4,155,766	4,476,171
<b>Grand Total Revenues</b>	<b>4,149,281</b>	<b>4,271,490</b>	<b>4,155,766</b>	<b>4,476,171</b>

**XIII. CAPITAL IMPROVEMENT  
PLAN SUMMARY**

## APPENDICES

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## CAPITAL IMPROVEMENT PLAN SUMMARY

The information below reflects last year's FY16-20 Adopted CIP. As of May 2016, the CIP for FY17-21 is still being developed. This section will be updated with the Adopted FY17-21 CIP in the Fiscal Year 2017 Adopted Budget Book.

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 appropriation of capital projects. Details on capital projects for public improvement programs include allocations toward: Fire, General Government, Homeless & Housing, Library, Parks, Police, Health, and Solid Waste Management projects. Enterprise capital programs include: Airport, Storm Drainage System, Street & Traffic Control, Wastewater, and Water projects. Programs implemented citywide include Information Technology and Fleet projects.

**FISCAL YEAR 2017 BUDGET**

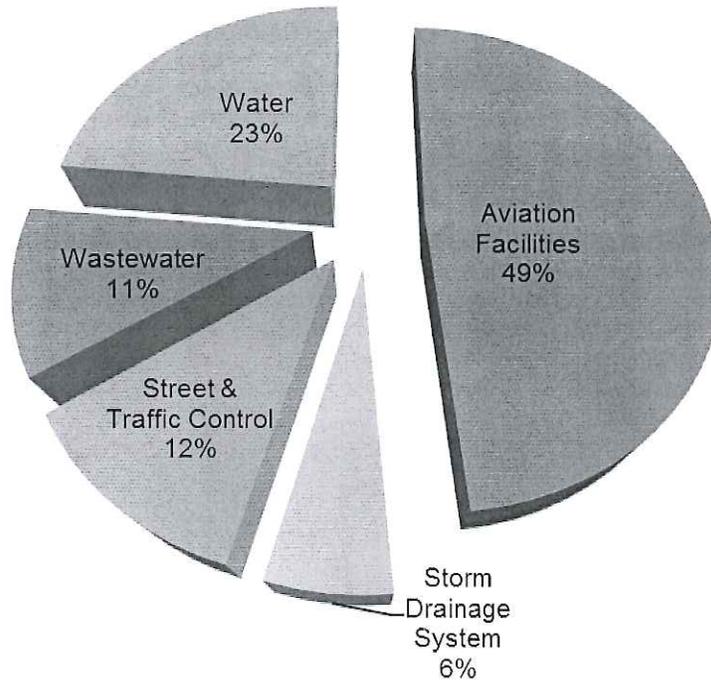
Presented below is a summary of the planned appropriations for the Adopted FY2016 – 2020 CIP:

FY2016 – 2020 Adopted CIP (\$ Thousands)						
	2016	2017	2018	2019	2020	Total 2016-2020
<b>Public Improvement Programs</b>						
Bayou Greenways	55,660	53,101	26,790	8,035	23,348	166,934
Fire	23,129	7,090	14,484	5,243	10,215	60,161
General Government	7,145	10,277	57,833	7,989	7,784	91,028
Homeless & Housing	7,946	-	-	-	-	7,946
Library	12,044	4,365	10,633	10,866	10,921	48,829
Parks and Recreation	40,857	32,633	23,550	6,271	2,078	105,389
Police	50,955	16,001	848	3,589	1,259	72,652
Public Health	3,744	25,871	5,317	9,728	11,255	55,915
Solid Waste Management	1,615	1,897	2,561	11,502	1,893	19,468
<b>Subtotal</b>	<b>203,096</b>	<b>151,235</b>	<b>142,016</b>	<b>63,223</b>	<b>68,753</b>	<b>628,323</b>
<b>Enterprise Programs</b>						
Aviation Facilities	754,133	694,421	353,937	322,626	128,061	2,253,178
Storm Drainage System	85,709	63,066	76,705	91,258	97,452	414,190
Street & Traffic Control	179,047	165,372	170,426	149,632	131,324	795,801
Wastewater	167,198	197,192	201,730	188,639	196,562	951,321
Water	363,184	511,223	580,752	947,594	277,837	2,680,590
<b>Subtotal</b>	<b>1,549,271</b>	<b>1,631,274</b>	<b>1,383,550</b>	<b>1,699,749</b>	<b>831,236</b>	<b>7,095,080</b>
<b>Citywide Programs</b>						
Technology	13,402	7,582	2,057	7,416	4,314	34,770
Fleet	67,388	37,756	37,213	38,079	37,115	217,552
<b>Subtotal</b>	<b>80,791</b>	<b>45,337</b>	<b>39,270</b>	<b>45,495</b>	<b>41,429</b>	<b>252,322</b>
<b>City Programs Total</b>	<b>1,833,158</b>	<b>1,827,846</b>	<b>1,564,836</b>	<b>1,808,466</b>	<b>941,418</b>	<b>7,975,725</b>
<b>Component Units</b>	<b>327,950</b>	<b>254,753</b>	<b>178,697</b>	<b>125,595</b>	<b>34,348</b>	<b>921,343</b>
Overlap Between Component Units and Public Improvement Programs	(62,488)	(57,773)	(26,790)	(8,035)	(23,348)	(178,434)
<b>Grand Total</b>	<b>2,098,620</b>	<b>2,024,826</b>	<b>1,716,743</b>	<b>1,926,026</b>	<b>952,418</b>	<b>8,718,634</b>

**Enterprise Programs**

The Adopted Capital Improvement Plan calls for the appropriation of \$2.1 billion in FY2016. Of the total appropriations planned for the current plan year, \$1.5 billion are from Enterprise Programs. Enterprise programs include projects that are primarily funded from user-fee supported funds, which address a full range of capital facility and infrastructure improvements and distributed among the five programs as illustrated in the chart below. Of all enterprise funding the largest program, with 49% of the enterprise allocation, is Aviation Facilities Improvements. These improvements are funded from various sources including the Airports Improvement Fund (AIF, Fund 8011), Airports Renewal and Replacement Fund (R&R), Grants-in-Aid from the FAA Airports Improvement Program (AIP), Commercial Paper/General Airport Revenue Bonds (GARB) and passenger facility charges.

**FY2016 Enterprise Programs**

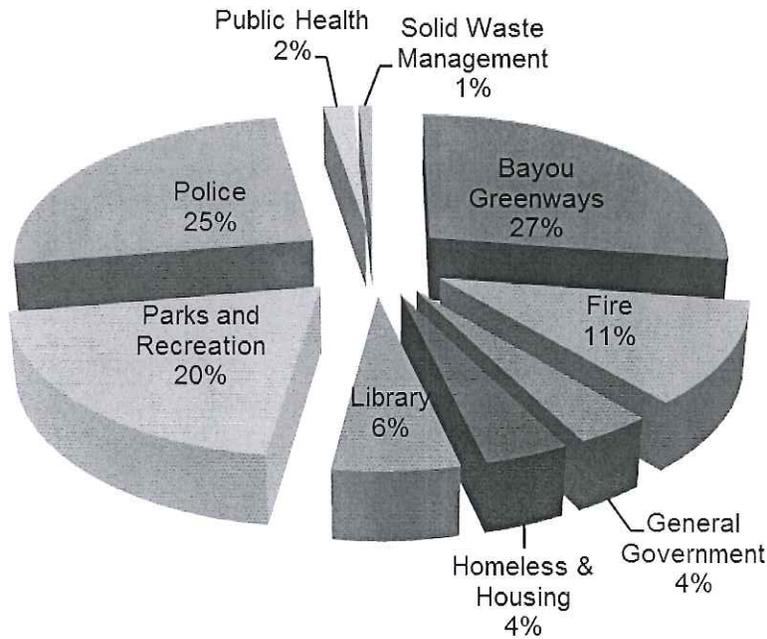


**Public Improvement Programs**

The citizens of Houston approved a Bond Election for \$625 million in November 2006 and \$410 million in November 2012. Public improvement projects include vertical and horizontal construction projects for general public use, services, and safety. Significant projects are the continued construction, rehabilitation and renovation of the library system; continued implementation of the "Parks Master Plan" program; public safety facilities; replacement, rehabilitation and construction of fire stations; and replacement or upgrading of solid waste facilities.

Of the \$203 million in the public improvement programs, \$56 million is allocated to the Bayou Greenways initiative utilizing 27% of the total planned appropriations for FY2016. It is closely followed by Police with \$51 million at 25% of the total. Both programs are funded with both non-debt and debt funding sources. In FY2016, 36% of Bayou Greenways funding is from general obligation bonds (GO Bonds) and 64% is covered by the Houston Parks Board (HPB). Of FY2016 Police funding sources, 34% are from GO Bonds with 66% being funded by a combination of grants and Harris County funds.

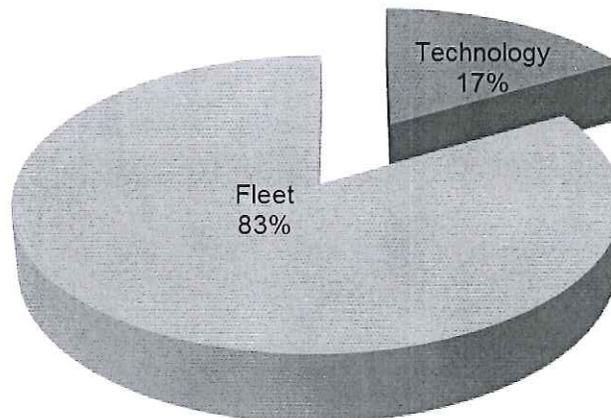
### FY2016 Public Improvement Programs



#### Citywide Programs

The Citywide programs include projects that may impact the Houston area citywide or departmental operations. The Citywide programs for FY2016 total approximately \$81 million. Fleet Management constitutes 83% of the funding allocation with \$67 million. Technology projects make up the remainder with a \$13 million allocation. The Fleet and Technology programs provide improvements and equipment necessary for City services and business processes. Fleet will use funding to purchase new vehicles for departments citywide.

### FY2016 Citywide Programs



**Non-Debt Funding Sources**

Funding sources which support the CIP include but are not limited to: bond proceeds and commercial paper, Community Development Block Grants, Metropolitan Transit Authority funds, Harris County funds, Houston Parks Board funds, Federal Aviation Administration funds, Airport Improvement funds, Texas Department of Transportation funds, and enterprise system user fees. Both Public Improvement and Citywide programs use non-debt funding sources to supplement department needs.

Presented below is a summary of the planned appropriations for FY2016 with the percentage of non-debt funding sources used by each program:

<b>General Obligation Bond Summary</b>		
<b>Fiscal Year Planned Appropriations (\$ Thousands)</b>		
	<b>FY2016</b>	<b>Leverage of Non-Debt Funding Sources</b>
<b>Public Improvement Programs</b>		
Bayou Greenways	19,814	64%
Fire	23,129	0%
General Government	7,145	0%
Homeless & Housing	-	100%
Library	11,476	5%
Parks and Recreation	21,136	48%
Police	17,335	66%
Public Health	3,744	0%
Solid Waste Management	1,615	0%
<b>Subtotal</b>	<b>105,395</b>	<b>48%</b>
<b>Citywide Programs</b>		
Technology	10,127	24%
Fleet	19,907	70%
<b>Subtotal</b>	<b>30,035</b>	<b>63%</b>

**Impact to Operating Budget**

Capital improvement costs in the CIP are classified into two categories: direct project costs and associated increases to annual operational costs. Examples of direct project costs include purchases of land or facilities, design and construction of new facilities or renovation of existing facilities, and initial equipment purchases for new or renovated facilities. Operating costs include staffing, maintenance or service (including electrical) costs related to new, renovated or expanded facilities. The impacts of operating costs on capital projects are monitored closely for inclusion in the annual operating budget.

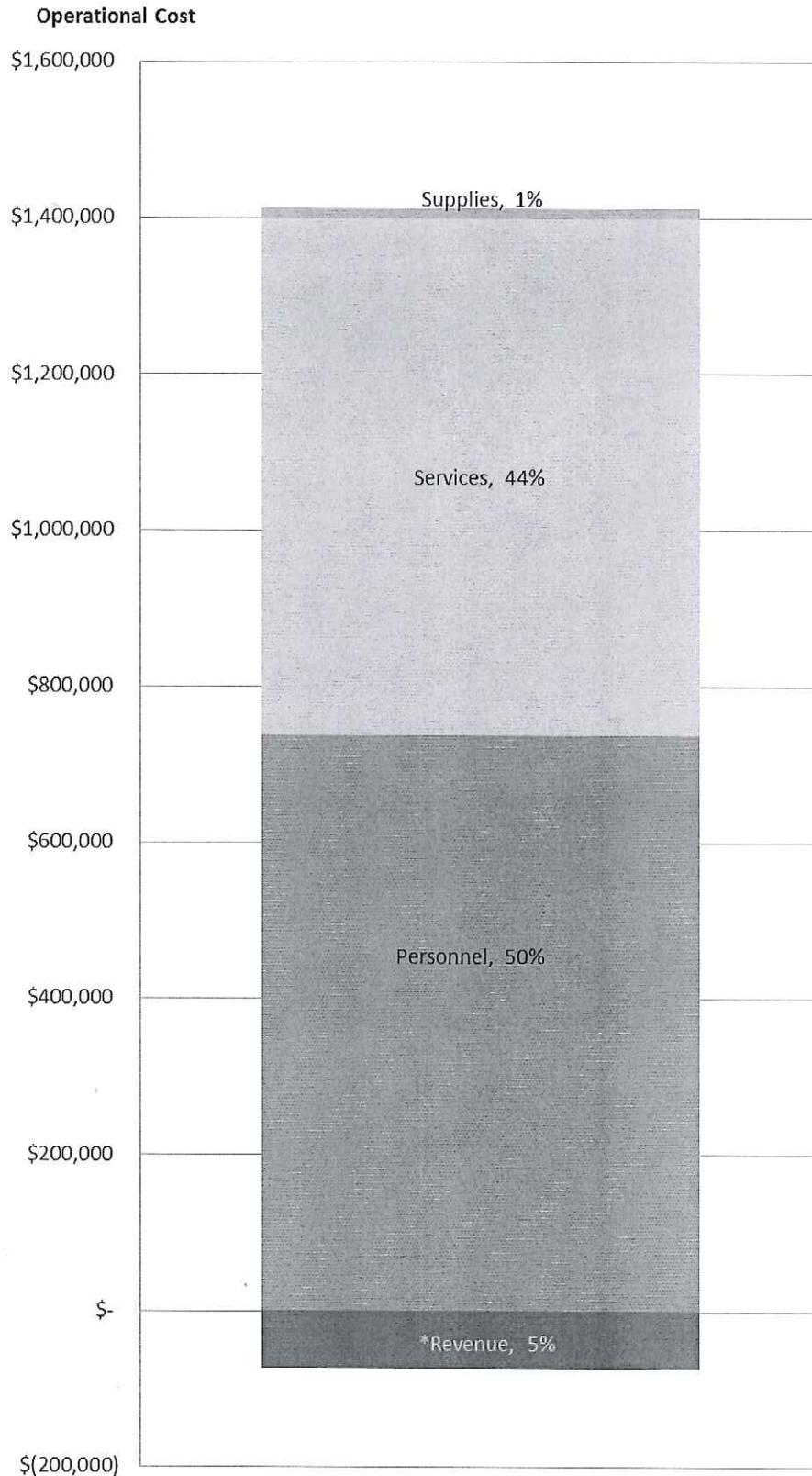
Presented below is a summary of the projected general fund operational costs associated with the Adopted FY2016 – 2020 CIP:

<b>Fiscal Year Planned Operational Cost* (\$Thousands)</b>						
	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Total 2016 - 2020</b>
Equipment	-	10	10	10	10	40
Other	-	830	830	835	830	3,325
Personnel	738	1,172	1,507	1,628	1,749	6,795
Services	661	975	1,132	1,242	1,354	5,364
Supplies	13	25	30	30	30	128
<b>Subtotal</b>	<b>1,412</b>	<b>3,012</b>	<b>3,509</b>	<b>3,745</b>	<b>3,973</b>	<b>15,651</b>
Revenue	74	148	148	148	148	666
Savings	-	-	1,000	1,115	1,180	3,295
<b>**Subtotal</b>	<b>74</b>	<b>148</b>	<b>1,148</b>	<b>1,263</b>	<b>1,328</b>	<b>3,961</b>
<b>Grand total</b>	<b>1,338</b>	<b>2,863</b>	<b>2,361</b>	<b>2,482</b>	<b>2,645</b>	<b>11,689</b>

\* Does not include Enterprise Funds

\*\*Revenue and savings are shown as offsets to planned operational costs.

### FY2016 General Fund Operational Impact by Program Allocation



\*Revenue is shown as a negative figure since it reduces operational impact.

**FISCAL YEAR 2017 BUDGET**

Of the \$1.3 million of projected general fund operational costs for FY2016, 50% will cover new staffing associated with the building of new infrastructure previously not needed for the issuance of city services; and 44% will be used for services such as janitorial services, building maintenance, and security services for new infrastructure. Revenue is shown as negative figure in that it impacts a project positively and essentially reduces the cost of the project. In FY2016, \$74,000 is expected to be generated in additional revenue from the Parking Pay Station Replacement project.

Presented below is the project listing of the operational impacts planned for FY2016. A complete list is available within the City of Houston Fiscal Year 2016 – 2020 Adopted Capital Improvement Plan and online at <http://www.houstontx.gov/cip/16cipadopt/>.

<b>General Government Operational Impact FY2016 – 2020 Capital Improvement Plan (\$ Thousands)</b>		
<b>CIP No.</b>	<b>Project</b>	<b>2016</b>
C-000206	HFD - Fire Station 55 Replacement	
	Services	4
	<b>Project Total</b>	<b>4</b>
D-000192	GSD - City Hall - Install Shower Facilities	
	Services	0
	<b>Project Total</b>	<b>0</b>
D-650005	ARA - Parking Pay Station Replacement	
	Revenue*	(74)
	<b>Project Total</b>	<b>(74)</b>
E-000197	HPL - Central Library Plaza - Improvements	
	Personnel	10
	<b>Project Total</b>	<b>10</b>
F-000709	PRD - Wright - Bembry Park	
	Personnel	16
	Supplies	4
	<b>Project Total</b>	<b>20</b>
F-000750	PRD - Gragg Park	
	Personnel	85
	Supplies	5
	<b>Project Total</b>	<b>90</b>
F-000762	PRD - Lansdale and Crain Park Improvements	
	Personnel	69
	Supplies	4
	<b>Project Total</b>	<b>73</b>
X-100025	HPD - Police Body Cameras	
	Services	26
	Personnel	559
	<b>Project Total</b>	<b>585</b>
X-680007	HITS - INFOR Enterprise Solution	
	Services	630
	<b>Project Total</b>	<b>630</b>
	<b>Total:</b>	<b>1,338</b>

\*Revenue is shown as a negative figure since it reduces operational impact.

## Anticipated Appropriations

The following table outlines anticipated appropriations within the Capital Improvement Plan for FY2016 for Public Improvement, Enterprise, and Citywide programs over \$10 million. These projects include all funding sources available to the City of Houston, including partnerships with other governments and private entities. Planned appropriations are correlated to spending. However, due to the nature and length of construction timelines, spending can span multiple fiscal years.

CIP No.	Project	FY16 Planned Appropriations (\$ Thousands)
A-000800	Executive Program Manager Services-ITRP	\$ 326,622
A-000601	PN720 HOU InternlFacility-LeaseAgrmnt.01	\$ 146,000
S-000900	Surface Water Transmission Program	\$ 130,529
A-000622	Reworking Constr Taxiway WAWB	\$ 66,000
S-000067	Luce Bayou Inter-Basin Transfer	\$ 57,654
S-000066	Northeast Water Purification Plant	\$ 52,488
R-000266	Neighborhood Sewer Rehab Program	\$ 50,000
A-000603	EDS Machine Upgrades for IAH(TSA funded)	\$ 48,130
G-000037	City-County Prisoner Processing Facility	\$ 48,000
R-000265	Wastewater Treatment Plant Improvements	\$ 37,315
A-000513	Airport Pavement Replacement	\$ 26,816
S-001000	Pump Station Program	\$ 23,565
R-002013	Large Diameter Sewer (LDS) Rehab	\$ 22,800
M-000285	Garden Oaks and Shepherd Forest Area	\$ 22,022
S-000056	East Water Purification Plant	\$ 20,817
M-000284	Airline Dr. Drainage and Paving	\$ 19,561
M-000265	Rampart Street Drainage and Paving	\$ 17,578
S-000500	Water Improvements under M/N	\$ 17,257
R-000536	Wastewater Treatment Plant Consolidation	\$ 16,216
W-208305	PWE - Combined Utility System Gen Purpos	\$ 15,551
N-310650	Traffic Signal Management Program/ITS	\$ 14,129
N-000686	Greens Rd. Pave & Drain JFK to Aldine-W.	\$ 13,733
F-000811	Memorial Park - Houston Arboretum M.P.	\$ 13,500
N-000806	Almeda Rd Paving & Drainage	\$ 12,730
A-000551	PTC/UA EMPLOYEE PARKING-IAH	\$ 12,316
N-000801	Martin Luther King Paving & Drainage	\$ 12,250
N-000787	Clinton Dr. Paving and Drainage	\$ 12,170
A-000082	Land Acquisition NE Will Clayton	\$ 12,055
N-000813	Laura Koppe Paving & Drainage	\$ 11,777
N-000623	Gelhorn IH610 to Wallisville Rd	\$ 11,500
S-000035	Neighborhood Water Main Replacement	\$ 11,390
N-000590	Holmes Road Paving & Drainage	\$ 10,958
N-321038	Concrete Panel Replacement Program	\$ 10,914
S-000701	Lg Diameter Water Line Rehab	\$ 10,656
N-000809	Gessner Road Paving & Drainage	\$ 10,625
S-000065	NE Water Purification Plant Expansion	\$ 10,302
N-000388	NSR Project 456	\$ 10,021



## 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 and interest on all outstanding obligations payable in such tax year. Such obligations include (1) Public Improvement Bonds, (2) Certificates of Obligation, (3) Certain obligations to fund a portion of the City's unfunded actuarially accrued liability to the City's pension programs, and (4) General obligation commercial paper notes. The debt service requirements for FY2017 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 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. In addition, Proposition 1 limits increases in the City's ad valorem tax revenue 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 preceding 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 2016 (tax year 2015) was \$0.601120 (per \$100 assessed valuation), which consists of \$0.442194 for general purposes and \$0.158926 for debt service. The proposed Fiscal Year 2017 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 when the City collects the final tax figures and sets the tax rate.

The second largest source of revenue for the Fund is 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 FY2017 Annual Financing Plan outlines the anticipated sale of City bonds, certificates of obligation, pension bonds, taxes 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 \$50 million to \$1.8 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 FY2017. Pension Obligations Bonds are payable from and secured by ad valorem taxes and/or revenues to fund Unfunded Actuarial Accrued Liabilities (UAAL) associated with its pension funds.

The City may also issue Certificates of Obligation payable from ad valorem taxes and, in some cases, a pledge of certain City revenues for the purpose of paying any contractual obligations. Certificates of Obligation are issued for special financings and demolitions of dangerous buildings.

The budget includes a seven-month reserve for Tax Bonds and Certificates of Obligation. This reserve covers principal and interest payable in the first seven months of the following fiscal year.

### Variable Rate Debt - Commercial Paper Notes

Commercial paper programs provide for the issuance of voter-authorized obligations related to the 2001, 2006 and 2012 bond elections and these series have been implemented to fund various public improvement projects in the Capital Improvement Plan (CIP). These commercial paper programs include:

- Series G with a total authorization of \$200 million.
- Series H with a total authorization of \$100 million.
- 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. There were no annexations during FY1991 and FY1992. However, 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 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 cent equivalent per \$100 of assessed valuation in property taxes. This revenue has two authorized uses under Proposition 1. First, the 11.8 cent equivalent 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>		\$ 270,102,803
Debt Limit, 10% of Appraised Value		\$ 27,010,280
Debt applicable to limitation <sup>(2)</sup>		
Public Improvement Bonds	\$2,269,695	
Commercial Paper Notes	176,900	
Pension Obligation	587,375	
Certificates of Obligation	<u>16,360</u>	
Total Debt Applicable to Limitation	\$3,050,330	
Less:		
Amount available for repayment of general obligation debt <sup>(2)</sup>	<u>(122,565)</u>	
Total debt applicable to limitation		\$ 2,927,765

<sup>(1)</sup> Appraised value for the Fiscal Year 2016 (Tax Year 2015), as of March 18, 2016.

<sup>(2)</sup> Balance as of March 31, 2016.

**Outstanding General Obligation Debt**

(in thousands of dollars)

	FY2014	FY2015	FY2016	FY2017
	Actual	Actual	Estimate	Budget
OUTSTANDING DEBT:				
Public Improvement Bonds	\$2,422,445	\$2,447,340	\$2,269,695	\$2,119,020
Commercial Paper Notes	\$ 257,350	\$ 141,900	\$ 170,330	\$ 229,652
Pension Obligation	\$ 601,430	\$ 594,640	\$ 587,375	\$ 579,605
Certificates of Obligation	\$ 18,660	\$ 16,360	\$ 16,360	\$ 16,360
TOTAL OUTSTANDING DEBT	<u>\$3,299,885</u>	<u>\$3,200,240</u>	<u>\$3,043,760</u>	<u>\$2,944,637</u>

## DEBT MANAGEMENT POLICIES

Financial Policies: Debt Management Policies

- 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.

NOT IN COMPLIANCE

	Moody's		Standard & Poor's		Fitch	
	Dec '14	Current	Dec '14	Current	Dec '14	Current
City of Houston - General Obligation	Aa2	<b>Aa3</b>	AA+	<b>AA</b>	AA	AA
Water & Sewer System - Junior Lien	Aa1	Aa1	AA+	AA+	AA+	AA+
Combined Utility System First Lien	Aa2	Aa2	AA	AA	AA	AA
Houston Airport - Senior Lien	Aa3	Aa3	AA-	AA-	NR	NR
Houston Airport - Junior Lien	A2	<b>A1</b>	A	<b>A+</b>	A	A
Convention & Entertainment	A2	A2	A-	A-	NR	NR

- 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 12/31/2016:	\$56,525,000
Debt Service Fund Balance as of 6/30/16 (projected):	\$158,811,000

- 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 COMPLIANCE

- 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

- 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

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**FISCAL YEAR 2017 BUDGET**

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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**

Fiscal Year	GO Debt Service Index	GO Debt Service Due
2016	331,781,350	331,781,350
2017	345,052,604	333,606,111
2018	358,854,708	351,673,036
2019	373,208,896	348,359,913
2020	388,137,252	344,628,471
2021	403,662,742	311,944,960
2022	419,809,252	293,195,707
2023	436,601,622	290,515,439
2024	454,065,687	226,492,138
2025	472,228,314	216,715,854
2026	491,117,447	195,620,098
2027	510,762,144	200,559,671
2028	531,192,630	194,298,660
2029	552,440,335	170,548,907
2030	574,537,949	133,625,051
2031	597,519,467	123,440,939
2032	621,420,245	114,467,100
2033	646,277,055	63,413,500
2034	672,128,138	36,477,339
2035	699,013,263	69,163,989
2036	726,973,794	56,411,914
2037	756,052,745	38,084,896
2038	786,294,855	10,862,674
2039	817,746,649	7,908,106
2040	850,456,515	5,401,670
2041	884,474,776	25,653,270
2042	919,853,767	4,520,900
2043	956,647,918	3,155,250

**FISCAL YEAR 2017 BUDGET**

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%.

IN COMPLIANCE

General Fund Transfer Limit:	20%
FY2017 budgeted General Fund Transfer:	11.4%

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 13, 2016 is 8.2 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 2015C&D	7/9/2015	16.784	16.713
Combined Utility System First Lien Revenue and Refunding Bonds, Series 2016B	3/8/2016	16.702	16.494
Public Improvement Refunding Bonds, Series 2016A	4/13/2016	8.235	8.913

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. A refinancing is expected to relieve the City of financially restrictive covenants;
  - b. A refinancing is expected to significantly reduce the remaining term of the debt being refunded; or
  - c. At the transaction's initiation, the City's financial advisors project net present value savings of at least:
    - 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
    - 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.

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

## DEBT SERVICE FUND BUDGET

**Tax Bonds Debt Service Fund Budget**

(\$ Thousands)	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
<b>RESOURCES</b>				
Transfers In:				
General Fund for Tax Bonds and COs	264,500	295,954	295,954	258,415
Combined Utility System	25,562	23,875	23,875	23,643
Other Sources	26,626	24,008	51,371	26,904
Third Party Reimbursements	-	-	-	-
Inv. Pool Adjustment	724	-	729	-
Net Bond Proceeds	740	-	-	-
Other	6,563	3,173	4,168	2,874
<b>Total Current Revenues</b>	<b>324,714</b>	<b>347,010</b>	<b>376,097</b>	<b>311,836</b>
Beginning Fund Balance	134,720	118,485	122,565	158,811
<b>Total Resources</b>	<b>459,435</b>	<b>465,495</b>	<b>498,662</b>	<b>470,647</b>
<b>EXPENDITURES</b>				
Debt Service Requirements				
Principal Retirement for Tax Bonds	180,355	184,910	183,805	193,190
Principal Retirement for COs	-	784	-	-
Principal Retirement for Commercial Paper	-	-	-	-
Interest	150,848	148,834	150,250	139,632
Projected Future Debt Service	-	1,073	-	-
Commercial Paper Fees	2,789	4,444	5,204	6,517
Cost of Issuance Expenses	1,411	-	575	-
Other	1,467	300	16	300
<b>Total Expenditures</b>	<b>336,870</b>	<b>340,345</b>	<b>339,851</b>	<b>339,639</b>
Ending Fund Balance	122,565	125,150	158,811	131,007
<b>Total Expenditures and Ending Fund Balance</b>	<b>459,435</b>	<b>465,495</b>	<b>498,662</b>	<b>470,647</b>

\* "COs" are Certificates of Obligations

## Principal and Interest Payable from Ad Valorem Taxes

Existing debt as of April 13, 2016

Fiscal Year	Tax Bonds		Pension Obligations	
	Principal	Interest <sup>(1)</sup>	Principal	Interest
2017	185,420,000	104,167,590	7,770,000	35,014,193
2018	206,480,000	100,038,248	8,315,000	34,525,460
2019	212,510,000	90,637,139	8,895,000	34,002,446
2020	218,265,000	81,081,942	9,520,000	33,442,951
2021	185,890,000	70,746,990	20,145,000	32,844,143
2022	176,005,000	61,857,607	21,440,000	31,577,022
2023	181,750,000	53,416,664	22,805,000	30,228,446
2024	127,785,000	44,823,086	24,265,000	28,794,012
2025	124,825,000	38,803,111	25,820,000	27,267,743
2026	109,680,000	32,821,432	27,475,000	25,643,665
2027	119,940,000	27,469,183	29,235,000	23,915,488
2028	119,510,000	21,612,054	31,100,000	22,076,606
2029	92,930,000	16,073,491	41,425,000	20,120,416
2030	60,140,000	11,893,535	43,995,000	17,596,516
2031	41,350,000	9,040,665	58,135,000	14,915,274
2032	34,270,000	7,108,602	61,650,000	11,438,498
2033	27,170,000	5,528,143	22,965,000	7,750,357
2034	25,655,000	4,316,590	-	6,505,750
2035	15,145,000	3,168,240	44,345,000	6,505,750
2036	14,500,000	2,433,342	35,400,000	4,078,572
2037	11,720,000	1,817,529	22,425,000	2,122,367
2038	8,640,000	1,342,204	-	880,470
2039	6,045,000	982,636	-	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>2,320,605,000</b>	<b>792,920,172</b>	<b>587,375,000</b>	<b>453,887,553</b>

(1) Net of Build America Subsidies.

(2) Net of QECB Subsidy.

NOTE: U.S. Treasury subsidy receipts adjusted for 7.3% through 9/30/2015 and 6.8% thereafter, as sequestration reduction.

FISCAL YEAR 2017 BUDGET

Tax Certificates		TOTAL		Total
Principal	Interest <sup>(2)</sup>	Principal	Interest	Debt Service
783,751	450,577	193,973,751	139,632,359	333,606,111
1,863,751	450,577	216,658,751	135,014,285	351,673,036
1,918,751	396,577	223,323,751	125,036,162	348,359,913
1,978,751	339,827	229,763,751	114,864,719	344,628,471
2,038,751	280,077	208,073,751	103,871,209	311,944,960
2,098,751	217,327	199,543,751	93,651,956	293,195,707
2,163,751	151,577	206,718,751	83,796,687	290,515,439
783,751	41,288	152,833,751	73,658,386	226,492,138
-	-	150,645,000	66,070,854	216,715,854
-	-	137,155,000	58,465,098	195,620,098
-	-	149,175,000	51,384,671	200,559,671
-	-	150,610,000	43,688,660	194,298,660
-	-	134,355,000	36,193,907	170,548,907
-	-	104,135,000	29,490,051	133,625,051
-	-	99,485,000	23,955,939	123,440,939
-	-	95,920,000	18,547,100	114,467,100
-	-	50,135,000	13,278,500	63,413,500
-	-	25,655,000	10,822,339	36,477,339
-	-	59,490,000	9,673,989	69,163,989
-	-	49,900,000	6,511,914	56,411,914
-	-	34,145,000	3,939,896	38,084,896
-	-	8,640,000	2,222,674	10,862,674
-	-	6,045,000	1,863,106	7,908,106
-	-	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>13,630,010</b>	<b>2,327,826</b>	<b>2,921,610,010</b>	<b>1,249,135,551</b>	<b>4,170,745,561</b>

## FY2017 ANNUAL FINANCING PLAN

The FY2017 Annual Financing Plan (AFP) is a projected schedule for the sale of City bonds, notes and other financings expected in FY2017. 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 FY2017, four transactions are being planned (separate or combined) along with continued issuance under the City's commercial paper programs for a total ranging from \$50 million to \$1.8 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 FY2017 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 FY2017 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	CUS	50-200	Fall '16	System Revenues	Refunding	Negotiated	
CP Refunding	GO	50-200	Spr '17	Tax Revenue	Refunding	Negotiated	
TRANS	GO	100-300	Spr '17	Tax Revenue	New	Competitive	
CP Refunding	HAS	100-250	Spr '17	System Revenues	Refunding	Negotiated	

### FY 2017 Liquidity Needs

Series	City Component	Size (\$ millions)	Expiration Date	Purpose
B-4	CUS	100	7/15/2016	Water & Wastewater Capital Projects
B-6	CUS	100	7/15/2016	Water & Wastewater Capital Projects
2012C	CUS	249	8/1/2016	CUS Capital Improvement Program
A&B	HAS	150	12/16/2016	CIP – Airport
J	GO	125	5/20/2017	CIP – Voter Authorized
2012B	CUS	100	6/1/2017	CUS Capital Improvement Program

### 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 implements capital improvement projects through a financing mechanism called a Tax Increment Reinvestment Zone (TIRZ). TIRZs 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 City of Houston has created twenty-seven TIRZs; currently 25 TIRZs are actively led by the City.

- Each TIRZ is created by action of City Council pursuant to a project plan and reinvestment zone financing plan approved by City Council.
- Each TIRZ has a Board of Directors that is appointed by the Mayor and confirmed by City Council; the TIRZ Board is responsible for implementing the project plan approved by City Council.
- Each TIRZ has a termination date incorporated into the ordinance that created it. City Council can extend the term of each TIRZ.
- Each TIRZ Board prepares an annual budget that is submitted to City Council for approval.

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	12/31/2045	1,053.57
#2 / Midtown RDA	12/14/1994	12/31/2040	853.02
#3 / Main St./Market Sq. RDA	12/13/1995	12/31/2043	653.61
#4 / Village Enclaves RDA	09/25/1996	12/31/2016	1,189.86
#5 / Memorial Heights RDA	12/18/1996	12/31/2029	1,423.42
#6 / Eastside RDA	01/15/1997	12/31/2027	769.98
#7 / OST/Alameda 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	12/31/2045	411.23
#10 / Lake Houston RDA	12/17/1997	12/31/2027	3,668.11
#11 / Greater Greenspoint RDA	08/26/1998	12/31/2037	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	12/31/2040	973.29
#19 / Upper Kirby RDA	07/21/1999	12/31/2040	838.78
#20 / Southwest Houston RDA	12/15/1999	12/31/2029	4,460.66
#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
#26 / Sunnyside	11/16/2015	12/31/2045	3,142.00
#27 / Montrose	12/15/2015	12/31/2045	347.00





## 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.

**AMERICANS WITH DISABILITIES ACT (ADA):** Legislation passed in 1990 that prohibits discrimination against people with disabilities. Under this Act, discrimination against a disabled person is illegal in employment, transportation, public accommodations, communications and government activities.

**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 EXPENDITURES:** An amount spent to acquire or upgrade productive assets (such as buildings, machinery and equipment, vehicles) in order to increase the capacity or efficiency of a company.

**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.

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.

EQUAL EMPLOYMENT OPPORTUNITY (EEO): An independent federal agency created under the Civil Rights Act of 1964, as amended, to police a program (Equal Employment Opportunity) to eliminate discrimination in employment based on race, color, age, sex, national origin, religion, or mental or physical disability.

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 ORDINANCE: A City ordinance that defines the maximum number and type of authorized employee positions.

PERSONNEL ROSTER: A list of positions by type and number, which sets an upper limit on the number of employees that, can be on the current payroll or in the process of being hired. All rostered positions must first appear on the Personnel Ordinance.

PERSONNEL SERVICES: The costs associated with compensating employees for their labor (e.g., salaries, wages, insurance, payroll taxes, and retirement contributions).

PHASE DOWN PROGRAM: A program that provides an option to the current lump sum cash distribution of sick, vacation and compensatory time leave balances by allowing police officers to take leave and extend the payment of their accrued Paid Time Off (PTO) and compensatory accounts over a period of time up to and including their total leave balances.

PRIME ACCOUNTS: Accounts established to record expenditures or revenues by major categories.

PRIORITIES: Established preferences in the allocation of resources and services.

PROGRAM: A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

PROGRAMMATIC BUDGETING: A budgeting method focusing on outputs relating to proposed expenditures grouped into programs, which identify goals and objectives to be accomplished if the program is funded.

PROJECT COST RECOVERY: A revolving fund used to pay the costs of department employees who directly and indirectly work on CIP-related projects. These costs are then recovered from the appropriate CIP project fund.

PROMPT PAYMENT ACT: Act 1993, 73rd Texas State Legislature, ch. 268 effective September 1, 1993 requires that local governments make every effort to pay vendors within 30 days after the receipt of invoice, receipt of goods or performance of service. Any payment made after 30 days is considered overdue and an interest penalty of 1% per month of the payment amount shall be imposed. This penalty is to be paid automatically without the vendor requesting payment.

PROPOSITION 1: Charter Amendment approved by voters in November 2004, which limits the growth of Property Tax revenue to the lower of the increase in population and CPI, or 4.5%.

PROPRIETARY FUNDS: A category of funds that include Public Works and Engineering - Public Utilities, Aviation, and Convention and Entertainment Facilities activities. These activities have characteristics (i.e., self-supporting through user fees and charges) similar to private sector entities. These funds are accounted for using the full accrual basis of accounting. These funds are also known as enterprise funds.

PUBLIC IMPROVEMENT BONDS (PIBs): Long-term debt issued to finance the capital improvement projects. Also known as general obligation bonds, these bonds are repaid with property tax receipts.

QUINT: A term used to describe a fire vehicle that has the basic capabilities of both an engine and ladder company. It is equipped with a 500-gallon water tank, 1,500 GPM pump, and storage space for supply/attack hose replicating an engine company. It also has a 75-100 foot aerial ladder, hydraulic extrication tools, and an assortment of ladder truck equipment/tools.

QC/QA: Quality Control/Quality Assurance.

RATING: The credit-worthiness of the City as evaluated by independent agencies. The ratings are performed by Standard and Poor's, Fitch, and Moody's Investors Service, usually before the sale of debt.

**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.

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TEXAS PUBLIC INFORMATION ACT (TPIA): The Texas Public Information Act is a series of laws incorporated into the Texas Governmental Code that serve to ensure the public has access to information held by the state government.

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 in alphabetical order or grouped by similarity.

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.

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.

AVERAGE DAYS FROM BLIGHT REQUEST TO INSPECTION: Measures the average number of days from a 311 citizen request to the initial code enforcement inspection. Goal: Decrease the amount of time it takes to respond to code enforcement requests.

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.

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.

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.

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.

POLICE PRIORITY 1 CALLS RESPONDED TO WITHIN 5 MINUTES: Measures the rate at which police response time (from dispatch received to first police unit on the scene) was less than 5 minutes for Priority 1 (highest priority) calls. Goal: Increase the rate at which police response time is within 5 minutes of dispatch for 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.

POTHOLES FILLED BY NEXT BUSINESS DAY: Measures the percentage of citizen-reported potholes that were assessed as potholes and filled by the next business day. Goal: Increase percentage of potholes filled by the next business day.

SOLID WASTE DIVERSION RATE (% OF TOTAL TONNAGE): Measures the percent of tonnage collected by Solid Waste that was diverted from either a Type 1 or Type 4 landfill through reuse or recycling. Goal: Increase the percentage of solid waste materials diverted through reuse or recycling.

### BUSINESS PROCESS MEASURES

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.

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)

LIBRARY TOTAL CIRCULATION: Measures the total number of library materials that were checked-out during the year. Goal: Increase circulation of library materials.

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.

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 is 21 days. Goal: Maintain parks on a cycle within the targeted number of days.

POTHOLE REPAIRS COMPLETED: Measures the total number of pothole repairs completed annually (both proactive and citizen-reported). Goal: Update and maintain infrastructure to limit the number of repairs and respond quickly and effectively to pothole requests.

SOLID WASTE TONNAGE COLLECTED: Measures the total tonnage of waste collected by the City. Goal: Ensure solid waste services are provided to citizens in a manner that is safe, efficient, environmentally sound and cost-effective.

WATER GALLONS DELIVERED: Measures the total number of water gallons delivered annually. Goal: Ensure adequate water supply and delivery infrastructure.

WASTE WATER GALLONS COLLECTED AND TREATED: Measures the total number of waste water gallons treated annually. Goal: Ensure adequate waste water treatment.

#### **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 and transfers for pay-as-you-go (paygo) capital projects. 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 and paygo.

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 ADOPTED BUDGET VS ACTUAL UTILIZATION: Measures the difference between adopted 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 ADOPTED BUDGET VS ACTUAL UTILIZATION: Measures the difference between adopted 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.

MWSBE CONTRACT PARTICIPATION: Measures the dollar amount of City contracts in purchasing, construction and professional services that are awarded to certified Minority Women Small Business Enterprises (MWSBE). Goal: Increase the dollar amount of contracts awarded to MWSBE.

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 2017 BUDGET**

**General Fund Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
<b>Taxes</b>					
<b>General Property Taxes</b>					
411020	Current Property Tax	994,940,408	1,016,225,510	1,022,495,808	1,058,800,287
411030	Current Year Delinquent Property Tax	60,938,026	73,404,910	69,762,970	73,465,785
411040	Delinquent Property Tax - Prior Years	618,485	772,291	(565,856)	(708,184)
411041	Prior Year Delinquent Property Tax-2014	0	4,534,966	(1,497,041)	(2,964,080)
411042	Prior Year Delinquent Property Tax-2015	0	0	0	1,042,256
411170	Prior Year Delinquent Property Tax-2004	127,131	0	0	0
411171	Prior Year Delinquent Property Tax-2005	158,695	149,560	(108,723)	0
411172	Prior Year Delinquent Property Tax-2006	221,510	152,859	(135,717)	(140,350)
411173	Prior Year Delinquent Property Tax-2007	374,002	213,284	(189,436)	(181,710)
411174	Prior Year Delinquent Property Tax-2008	558,558	112,117	(319,848)	(253,635)
411175	Prior Year Delinquent Property Tax-2009	830,608	460,039	(477,681)	(428,244)
411176	Prior Year Delinquent Property Tax-2010	1,046,487	939,560	(710,340)	(639,566)
411177	Prior Year Delinquent Property Tax-2011	1,505,861	1,137,512	(894,960)	(951,071)
411178	Prior Year Delinquent Property Tax-2012	2,588,648	1,511,770	(1,287,818)	(1,198,259)
411179	Prior Year Delinquent Property Tax-2013	(1,163,512)	2,302,348	(2,503,823)	(1,724,256)
411180	Current Delinquent - P & I	4,534,429	5,005,071	3,624,900	3,624,900
411190	Penalty&Interest-Delinq. Property Tax	7,783,174	7,790,153	6,222,002	6,222,002
411210	Property Tax Rebates	(627,325)	(682,970)	(682,969)	(775,000)
Subtotal	General Property Taxes	<b>1,074,435,185</b>	<b>1,114,028,980</b>	<b>1,092,731,468</b>	<b>1,133,190,875</b>
412010	Sales Tax	667,061,076	688,837,000	636,300,000	615,000,000
<b>Other Tax</b>					
413010	Mixed Beverage Tax	15,783,575	16,397,311	16,397,311	16,687,117
414010	Bingo Tax	208,705	281,670	218,670	221,655
Subtotal	Other Tax	<b>15,992,280</b>	<b>16,678,981</b>	<b>16,615,981</b>	<b>16,908,772</b>
<b>Total Taxes</b>					
		<b>1,757,488,541</b>	<b>1,819,544,961</b>	<b>1,745,647,449</b>	<b>1,765,099,647</b>
<b>Industrial District Assessment</b>					
415010	Industrial District Assessment	16,735,785	18,200,000	18,992,572	18,042,943
<b>Total Industrial District Assessment</b>					
		<b>16,735,785</b>	<b>18,200,000</b>	<b>18,992,572</b>	<b>18,042,943</b>
<b>Franchise Fees</b>					
<b>Electric Franchise</b>					
416010	Electricity Franchise Tax	99,171,776	99,751,844	99,755,510	101,017,923
416020	Miscellaneous Franchise Fee	1,392,792	1,390,006	1,390,006	1,012,011
Subtotal	Electric Franchise	<b>100,564,568</b>	<b>101,141,850</b>	<b>101,145,516</b>	<b>102,029,934</b>
<b>Telephone Franchise</b>					
417010	Telephone Franchise Tax	43,444,558	41,165,000	43,467,000	42,000,000
419090	Telecomm Franchise Fees - Prior Year	6,291	(300,000)	(247,115)	0
Subtotal	Telephone Franchise	<b>43,450,849</b>	<b>40,865,000</b>	<b>43,219,885</b>	<b>42,000,000</b>
<b>Gas Franchise</b>					
418010	Natural Gas Franchise Tax	14,538,332	14,839,561	14,839,561	15,015,585
<b>Other Franchise</b>					
419010	Cable TV Franchise Tax	23,890,482	23,900,000	25,408,000	26,132,516
419040	Solid Waste Hauler Franchise Fee	7,188,464	6,980,000	7,564,000	7,541,152
419050	Spur Track Franchise Fee	20,426	20,426	20,426	20,426
419070	Fiber Optics Franchise Fee	44,366	44,600	44,600	44,600
419110	Cable TV Franchise Fees-Prior Year	100,000	0	189	0
419120	Solid Waste Franchise Fees-Prior Year	38,989	0	118,586	0
Subtotal	Other Franchise	<b>31,282,727</b>	<b>30,945,026</b>	<b>33,155,801</b>	<b>33,738,694</b>
<b>Total Franchise Fees</b>					
		<b>189,836,476</b>	<b>187,791,437</b>	<b>192,360,763</b>	<b>192,784,213</b>
<b>Licenses and Permits</b>					
421010	Special Food Permits	1,362,991	1,387,300	1,405,000	1,432,000
421020	Food Dealers Permits	3,869,869	4,017,000	4,017,000	4,131,100
421030	Food Managers Permits	455,824	486,900	486,900	500,800
421040	Mobile Food Vendor Licenses	507,614	528,800	528,000	559,000
421060	Miscellaneous Health Permits	1,385,551	1,214,200	1,214,200	1,248,700
421100	Occupation Licenses	173,684	185,947	170,704	177,355
421110	Sexually Oriented Business Permits	20,146	23,158	23,158	20,908

**FISCAL YEAR 2017 BUDGET**

**General Fund Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
421130	Decals for Coin-Op.Amusement Machines	336,442	374,329	349,609	349,609
421140	Dance Licenses	47,059	57,710	46,747	50,778
421150	Liquor Licenses	1,387,320	1,358,208	1,384,506	1,384,506
421170	Burglar Alarm Permits	9,035,713	9,139,245	9,162,472	9,185,698
421180	Special Fire Permits	6,797,189	7,000,000	6,900,000	6,955,000
421200	Other Building & Construction Permits	15,368	2,000	2,000	2,000
421210	Fire Alarm Permits	539,230	550,000	550,000	611,258
421220	School Bus Licenses & Permits	44,449	39,401	28,090	29,200
421230	Taxicab Licenses & Permits	1,381,214	1,375,160	1,375,160	1,399,451
421236	Wheelchair Accessible Svc Pvr	0	0	0	232
421270	City Election Fees	0	35,000	49,000	0
421280	Other Licenses & Permits	1,071,588	1,044,065	2,530,985	2,537,549
421290	Tower Application Review Fee	2,834	2,180	1,455	0
421320	Dumpster Permits	2,736,458	2,684,000	2,746,000	2,736,458
421490	Plan Review Fees	2,283,582	2,200,000	2,200,000	2,348,879
421570	Limousine Permits	1,214,983	1,027,653	1,184,975	1,110,796
421580	Charter Bus Permits	254,692	234,771	221,550	235,697
421590	Right-of-way Permits	296,601	287,000	287,000	278,907
421600	Jitney Permit & Inspection Fees	5,950	5,020	5,020	5,047
421610	Low Speed Shuttle Permit/Inspection Fees	3,422	2,543	2,543	2,557
421620	Pedicab Permits & Inspection Fees	21,915	9,864	15,761	13,901
421630	Administrative Fee - Licenses & Permits	2,747,641	2,598,608	2,644,036	2,712,525
<b>Total Licenses and Permits</b>		<b>37,999,329</b>	<b>37,870,062</b>	<b>39,555,871</b>	<b>40,019,911</b>
<b>Intergovernmental</b>					
422010	Medicaid Title XIX	193,289	196,000	155,200	155,400
422080	US HHS Grants	(97)	0	0	0
422122	Municipal Service Fees - TIRZ	4,945,200	5,550,000	5,533,200	23,171,790
422141	Intergovernmental Revenue - TIRZ	5,721,995	6,674,276	6,697,230	7,592,625
422153	Intergovernmental Revenue - 1115 Waiver	13,280,777	14,050,200	13,313,754	18,054,174
422230	Ambulance Services Supplemental Reimburs	0	0	27,785,704	21,177,390
429095	Medicare Part D Distribution	43,602	0	0	0
<b>Total Intergovernmental</b>		<b>24,184,766</b>	<b>26,470,476</b>	<b>53,485,088</b>	<b>70,151,379</b>
<b>Charges for Services</b>					
<b>Direct Interfund Services</b>					
424040	Interfund 311	373,586	373,376	373,376	373,376
424050	Interfund Fire Protection Services	17,919,342	18,814,049	20,202,283	20,360,322
424060	Interfund Airport Police Services	24,848,163	26,039,447	25,134,427	25,060,627
424070	Interfund Legal Services	1,111,960	1,209,491	1,209,491	1,403,205
424080	Interfund Payroll Services	648,477	664,570	664,570	677,683
424110	Other Interfund Services	2,605,838	2,870,956	3,187,449	5,125,184
424140	Interfund Inventory	(393,841)	0	0	0
424160	Interfund Affirmative Action Services	387,400	392,749	392,749	400,810
424210	Interfund Radio Parts & Labor	0	1,440	1,440	0
424215	Interfund Radio System Access	48,240	90,048	90,048	131,856
451040	Interfund Postage	10,868	1,000	18,909	10,000
457010	Interfund Land Acquisition	339,600	339,600	339,600	353,600
<b>Subtotal Direct Interfund Services</b>		<b>47,899,633</b>	<b>50,796,726</b>	<b>51,614,342</b>	<b>53,896,663</b>
<b>Indirect Interfund Services</b>					
425010	Indirect Cost Recovery-Aviation	2,838,374	3,258,744	5,287,948	5,480,244
425030	Indirect Cost-CUS Fund	9,776,104	9,810,103	9,810,103	9,987,563
425040	Indirect Cost-HALAN	99,000	99,000	99,000	99,000
425050	Indirect Cost Recovery-Auto Dealers	1,042,065	1,099,039	1,099,039	1,017,681
425060	Indirect Cost Recover -Public TV	108,499	121,463	121,463	146,499
425070	Indirect Cost-Building Inspection	1,715,301	1,595,671	1,595,671	1,647,972
425080	Indirect Cost Recovery-Street & Drainage	1,015,054	1,101,460	1,101,460	1,030,249
425090	Indirect Cost Recovery-911 Emergency	110,000	110,000	150,000	150,000
425100	Indirect Cost Recovery-Other	6,485,759	7,504,934	7,504,934	5,776,876
425110	Indirect Cost Recovery-Grants	2,137,765	2,050,000	2,050,000	2,100,000
<b>Subtotal Indirect Interfund Services</b>		<b>25,327,921</b>	<b>26,750,414</b>	<b>28,819,618</b>	<b>27,436,084</b>

**FISCAL YEAR 2017 BUDGET**

**General Fund Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
<b>Charges for Services</b>					
426010	Hazardous Materials Response	174,585	108,000	108,000	108,000
426020	Hazardous Materials Permit	32,592	30,651	29,000	29,000
426030	Ambulance Fees	44,327,425	37,174,830	44,500,000	46,500,000
426040	Library Service Charges	9,609	10,000	10,590	10,000
426055	External Radio Parts	102,238	28,800	1,000	0
426057	External Radio Labor	0	0	65,291	73,980
426070	Hotel & Motel Ordinance	6,948	3,858	4,167	0
426090	Demolition Fees	545,320	520,435	520,435	526,568
426100	Non-Resident Garbage Fee	606,704	588,000	610,000	612,000
426110	Extra Container Garbage Fee	1,563,882	1,542,000	1,554,000	1,561,000
426120	Weed Cutting Fees	618,276	438,039	438,039	525,945
426130	Dental Fees	7,518	6,000	14,600	11,100
426151	Passport Service Fee	605,809	450,000	700,000	700,000
426240	Limousine Inspection Fees	134,042	106,668	132,379	119,147
426250	Platting Fees	6,925,021	5,057,929	2,873,713	0
426260	Police Services	1,043,738	165,000	177,000	177,000
426290	Other Service Charges	98,168	87,168	101,698	82,560
426300	Certified Copies Fees	1,808,910	1,800,000	1,850,000	2,100,000
426320	City Maps & Related Items	323	450	444	450
426330	Miscellaneous Copies Fees	135,442	156,362	40,189	27,928
426340	Public Safety Reports Fees	997,879	964,505	984,505	998,755
426350	Fire Fighting Services	767,920	740,000	740,000	740,000
426370	Training Services	23,424	26,000	26,000	26,000
426420	Building Space Rental Fees	1,170,931	1,285,980	1,210,979	1,086,230
426430	Facility Rental Fees	151,595	146,406	167,253	179,339
426480	Securing/Boarding - Nuisance Abatement	17,147	11,665	22,888	31,089
426485	Visual Blight - Nuisance Abatement	737	1,366	1,366	1,366
426520	External Radio System Fees	464,232	738,864	737,228	1,475,508
443120	Photocopier Concessions	820	1,000	330	200
443130	Pay Phone Concessions	110,983	110,000	86,000	86,000
443160	Vending Machine Concessions	222,280	254,497	258,835	279,136
445050	Cell Tower Revenue	332,355	327,435	366,943	375,272
447020	Garage Parking Revenue	217,299	234,100	254,100	254,100
456250	Sewage Disposal	48	0	0	0
Subtotal Charges for Services		<b>63,224,200</b>	<b>53,116,008</b>	<b>58,586,972</b>	<b>58,697,673</b>
<b>Total Charges for Services</b>		<b>136,451,754</b>	<b>130,663,148</b>	<b>139,020,932</b>	<b>140,030,420</b>
<b>Fines and Forfeits</b>					
<b>Municipal Courts Fines and Forfeits</b>					
427010	Moving Violations	14,144,797	15,810,000	12,500,000	12,500,000
427030	MCTP Monthly Time Payment	249,546	350,000	210,000	210,000
427040	Non-Traffic Fines	1,963,679	1,900,000	1,600,000	1,600,000
427050	Failure to Appear Fines	1,658,540	2,050,000	1,670,000	1,670,000
427060	Scire Facias Forfeitures	331,470	575,000	200,000	200,000
427070	Bond Handling Fees	316	769	0	0
427100	Local Court Costs	450,188	500,000	430,000	430,000
427110	Driver Safety Administration Fees	1,239,116	1,375,000	1,270,000	1,270,000
427120	Cash Bond Forfeiture Fees	525	3,250	525	525
427130	Local Arrest Fees	1,070,227	1,150,000	990,000	990,000
427140	State Arrest Fees	5	2	0	0
427160	Warrant Fees	63,688	90,000	45,000	45,000
427170	HPD Overtime Fee	0	0	0	0
427180	Capias Pro Fine	1,055	3,051	0	0
427200	Unclaimed Fines & Forfeitures	6,740	786	786	786
427210	Court Costs/Jury Costs	614	706	706	706
427220	Suspended Sentence Fees	3,416,255	3,850,000	3,330,000	3,330,000
427250	Registration Denial Fee	218,489	274,290	200,000	200,000
427260	Dismissal Fees	494,861	610,000	245,000	245,000
427280	In-House Collection Fee	136,713	155,321	120,000	120,000
Subtotal Municipal Courts Fines and Forfeits		<b>25,446,824</b>	<b>28,698,175</b>	<b>22,812,017</b>	<b>22,812,017</b>

**FISCAL YEAR 2017 BUDGET**

**General Fund Revenues by Category**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
<b>Other Fines and Forfeits</b>					
428020	Library Fines	430,258	400,000	500,000	450,000
428030	Release of Liens	165,113	122,759	112,759	131,047
428040	Vehicle Tow-Away Fees	1,055	2,200	600	600
428050	False Alarm Penalties	2,687,939	2,567,480	2,604,641	2,684,027
428060	Other Interest Income	301,947	312,644	311,959	311,000
428080	Returned Check Charges	6,245	8,920	6,069	6,346
428090	Miscellaneous Fines & Forfeitures	258,563	100,000	198,675	95,000
428095	Red Light Enforcement	146,263	50,000	6,000	1,000
428100	Interest on Liens-COH	56,106	45,000	22,000	15,200
428105	Interest on Liens-Contract	678,117	546,719	546,719	612,061
Subtotal Other Fines and Forfeits		<b>4,731,606</b>	<b>4,155,722</b>	<b>4,309,422</b>	<b>4,306,281</b>
<b>Total Fines and Forfeits</b>		<b>30,178,430</b>	<b>32,853,897</b>	<b>27,121,439</b>	<b>27,118,298</b>
<b>Interest</b>					
432010	Interest on Pooled Investments	3,039,623	3,000,000	3,600,000	3,000,000
<b>Total Interest</b>		<b>3,039,623</b>	<b>3,000,000</b>	<b>3,600,000</b>	<b>3,000,000</b>
<b>Miscellaneous/Other</b>					
431020	Contributions from Others	259,268	125,000	125,000	0
434150	Streets & Bridges Assessments	54,023	60,000	25,000	15,700
434205	Sale of Scrap Metal	78,233	2,000	2,000	2,000
434225	Sale of Non-Capital Equip. & Merchandise	318,320	360,000	340,000	360,000
434305	Judgments & Claims	220,625	130,000	33,707	120,100
434330	Subrogations	720	110,000	100,000	110,000
434340	Cashier Overages	1,572	2,100	2,151	1,750
434505	Prior Year Expenditure Recovery	3,064,828	50,000	71,870	50,000
434510	Prior Year Revenue	(1,250,508)	50,050	1,207,439	150,050
452010	Release of Special Deposits	187	0	0	0
452020	Recoveries & Refunds	9,541,763	7,846,000	20,496,721	8,306,500
452030	Miscellaneous Revenue	2,757,726	2,021,600	1,753,502	2,267,925
452040	Payment in Lieu of Taxes	2,170,095	2,000,000	2,269,409	2,440,781
<b>Total Miscellaneous/Other</b>		<b>17,216,852</b>	<b>12,756,750</b>	<b>26,426,799</b>	<b>13,824,806</b>
<b>Other Resources</b>					
434235	Sale of Capital Assets	57,862	175,000	213,900	72,300
434240	Sale of Capital Assets-Land/Streets	46,594,012	5,325,000	5,287,100	14,427,700
490020	Transfer from Special Revenue Fund	1,543,925	1,550,000	1,600,000	1,600,000
490060	Transfer from Civic Center	1,380,000	1,380,000	1,380,000	1,380,000
490120	Transfer from Component Unit	20,115,247	20,794,961	20,061,561	2,069,011
490140	Transfer from Parking Management	8,323,842	7,000,000	7,000,000	7,000,000
<b>Total Other Resources</b>		<b>78,014,888</b>	<b>36,224,961</b>	<b>35,542,561</b>	<b>26,549,011</b>
<b>Grand Total</b>		<b>2,291,146,444</b>	<b>2,305,375,692</b>	<b>2,281,753,474</b>	<b>2,296,620,628</b>

**FISCAL YEAR 2017 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
500010	Salary Base Pay - Civilian	224,002,012	231,804,516	227,545,721	231,771,376
500020	Salary Base Pay - Classified	555,975,846	578,375,684	574,671,772	594,954,341
500030	Salary Part Time - Civilian	5,337,380	6,352,112	5,703,172	6,460,433
500040	Salary Assignment Pay - Classified	7,143,991	7,509,654	8,126,169	8,009,654
500045	Patrol Incentive Pay	2,483,541	2,842,000	2,457,081	2,842,000
500048	Investigator Pay	0	0	0	562,000
500050	Sal-Edu/Incen-Classfd	16,427,621	16,673,324	16,541,219	16,673,405
500060	Overtime - Civilian	5,883,278	5,323,439	5,993,398	5,084,915
500070	Overtime - Classified	38,795,283	34,877,700	36,176,886	26,251,137
500090	Premium Pay - Civilian	761,743	804,814	720,903	792,336
500110	Bilingual Pay - Civilian	520,986	532,106	531,280	535,160
500120	Bilingual Pay - Classified	3,235,821	3,210,378	3,290,945	3,210,378
500130	Equipment Allowance-Classified	10,298,271	10,693,228	10,235,991	10,693,228
500150	Shift Differential Pay-Classified	3,922,489	4,377,073	3,970,702	4,377,073
500160	Training Incent.-Classified	30,375,060	30,881,396	30,373,806	30,881,396
500170	Weekend Prem Pay-Classified	3,314,372	3,760,504	3,387,260	3,760,504
500180	Temporary Employees	930,084	1,084,124	1,033,825	1,062,863
500190	Temporary Higher Class Pay	1,471,723	1,500,805	1,931,770	1,500,805
500210	Pay for Performance-Municipal	82,250	218,541	220,041	203,871
500240	HOPE Community Service Usage	(202)	2,000	0	2,000
500250	HOPE Union Business Usage	20,677	13,373	25,235	23,150
501020	Clothing Allowance - Classified	1,329,900	1,349,000	1,326,900	1,350,700
501040	Earned Leave - Classified	1,406,232	1,500,000	1,596,784	1,500,000
501050	Employee Awards	6,968	9,200	9,044	9,200
501060	Moving Expenses	17,943	0	0	0
501070	Pension - Civilian	56,812,771	63,817,596	62,487,315	68,051,416
501080	Pension - Fire	93,407,457	92,759,163	92,944,876	91,618,116
501090	Pension - Police	110,727,129	146,379,380	146,379,380	132,663,500
501100	Phase Down Classified	16,573,433	16,361,451	17,713,600	19,240,652
501110	Strategic Staffing-Classified	522,689	1,000,000	1,000,000	1,000,000
501120	Termination Pay - Civilian	2,936,752	2,189,930	3,697,504	2,047,724
501130	Termination Pay - Classified	8,374,122	10,557,007	11,708,622	10,657,534
501140	Third Party Disability B-Classified	3,609,046	3,826,461	3,763,999	3,838,713
501150	Trainees for Classified Service - Cadets	7,361,897	9,189,308	8,869,579	10,821,551
501160	Vehicle Allowance - Civilian	77,274	77,498	77,516	75,856
501170	Vehicle Allowance - Classified	220,150	220,000	204,638	220,000
502010	FICA - Civilian	18,046,052	19,265,756	18,640,065	19,373,480
502020	FICA - Classified	8,147,910	8,054,019	8,533,374	8,235,707
503010	Health Ins-Act Civilian	35,501,445	36,052,644	36,007,536	38,159,291
503015	Basic Life Insurance - Active Civilian	134,381	136,500	136,425	137,099
503020	Health Ins.Act-Classified	98,477,032	102,330,015	102,330,015	107,520,908
503025	Basic Life Insurance - Active Classified	324,916	349,140	349,140	351,148
503040	Health/Life Ins.Ret-Classified	18,810,488	19,725,256	19,725,256	20,711,519
503050	Health/Life Insurance - Retiree Civilian	11,059,156	12,789,776	12,789,776	13,223,523
503060	Long Term Disability-Civilian	388,876	421,219	396,677	408,251
503061	Long Term Disability-Classified	295,091	342,191	325,000	347,235
503070	Municipal Pension-Other Classified	225,843	257,000	219,227	257,000
503080	Workers Compensation-Classified-Admin	1,940,733	2,925,445	2,958,957	2,911,221
503090	Workers Compensation-Civilian-Admin	1,059,041	1,736,827	1,517,206	1,688,511
503100	Workers Compensation-Civilian-Claim	1,891,343	1,788,638	1,614,708	1,806,119
503110	Workers Compensation-Classified-Claim	11,283,988	9,862,568	9,053,663	9,792,016
504020	Compensation Contingency	3,658,011	0	0	0

**FISCAL YEAR 2017 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
504030	Unemployment Claims - Administration	281,664	369,655	377,588	310,811
504040	Res For Police Enhanc.-Classified	800,000	1,275,000	1,275,000	1,275,000
504060	Health Benefits-Fire	621,990	650,000	630,000	630,000
<b>Total</b>	<b>Personnel Services</b>	<b>1,427,313,949</b>	<b>1,508,404,414</b>	<b>1,501,596,546</b>	<b>1,519,885,826</b>
511010	Chemical Gases & Special Fluids	321,565	327,067	324,354	350,172
511015	Cleaning & Sanit. Spl	759,317	829,620	829,424	819,708
511020	Construction Materials	316,042	343,048	389,141	341,385
511025	Electrical Hardware & Parts	564,398	555,645	535,260	551,542
511030	Mechanical Hardware & Parts	171,336	84,091	119,794	87,311
511035	Meters Hydrants & Plumbing Supplies	135,378	181,789	180,789	134,689
511040	Audiovisual Supplies	55,628	96,178	54,725	103,538
511045	Computer Supplies	963,832	1,191,022	1,041,282	1,111,223
511050	Paper & Printing Supplies	391,969	496,759	379,725	466,615
511055	Publications & Printed Materials	284,719	317,203	315,780	298,562
511060	Postage	482,618	515,018	499,259	501,209
511070	Miscellaneous Office Supplies	1,498,439	1,503,733	1,630,891	1,518,599
511075	Library Circulation Supplies	20,749	30,500	30,000	28,500
511080	General Laboratory Supplies	465,436	297,065	354,383	329,657
511085	Drugs & Medical Chemicals	470,376	793,064	704,383	740,860
511090	Medical & Surgical Supplies	1,580,152	1,695,454	1,605,270	1,543,832
511095	Small Technical & Scientific Equipment	455,903	461,916	514,235	550,873
511100	Veterinary & Animal Supplies	260,204	243,111	253,733	110,000
511105	Trained Police Animals	8,500	0	0	0
511110	Fuel	21,578,075	19,100,610	19,118,500	19,968,989
511115	Vehicle Repair & Maintenance Supplies	(421,017)	375,476	1,009,929	368,316
511120	Clothing	2,116,687	4,056,379	4,746,421	3,295,247
511125	Food Supplies	219,366	268,678	127,391	278,817
511130	Weapons Munitions & Supplies	560,453	404,500	852,821	406,000
511135	Recreational Supplies	347,679	226,478	266,941	217,240
511140	Landscaping & Gardening Supplies	102,269	180,910	149,810	128,700
511145	Small Tools & Minor Equipment	552,055	575,298	508,865	558,571
511150	Miscellaneous Parts & Supplies	1,713,965	1,519,235	1,700,506	1,449,401
511155	Inventory Sales	0	5,000	5,000	5,000
511160	Protective Gear	727,085	531,004	600,000	941,500
511164	Breathing Apparatus Repair Supplies	483,190	459,395	490,000	508,906
511165	Fire Fighting Equipment	308,498	329,639	505,075	615,700
<b>Total</b>	<b>Supplies</b>	<b>37,494,866</b>	<b>37,994,885</b>	<b>39,843,687</b>	<b>38,330,662</b>
520100	Temporary Personnel Services	3,549,071	4,425,570	4,523,224	3,773,485
520101	Janitorial Services	3,646,964	4,319,857	4,088,021	4,268,497
520102	Security Services	4,292,659	4,869,827	4,915,925	5,120,285
520103	Subrecipient Contract Services	138,064	321,106	475,106	181,483
520105	Accounting & Auditing Services	2,762,059	3,146,679	3,145,779	3,089,987
520106	Architectural Services	175,377	7,710	11,993	1,450
520107	Computer Info/Contr	4,594,131	4,782,113	4,804,549	4,818,154
520108	Information Resource Services	309,917	572,178	553,269	486,011
520109	Medical Dental & Laboratory Services	753,534	1,065,445	711,157	997,777
520110	Management Consulting Services	5,055,353	5,161,111	5,000,523	5,189,786
520111	Real Estate Services	186,818	145,493	195,493	153,493
520112	Banking Services	117,710	397,483	427,438	401,861
520113	Photographic Services	5,562	13,400	535	13,300

**FISCAL YEAR 2017 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
520114	Misc Support Svcs	3,946,630	3,088,051	3,689,574	<b>3,257,786</b>
520115	Real Estate Lease/Office Rental	8,233,946	9,115,676	9,131,023	<b>8,818,569</b>
520116	Parking Services Contract	20,834	47,652	47,652	<b>47,652</b>
520118	Refuse Disposal	13,357,672	13,698,987	13,675,669	<b>15,418,503</b>
520119	Computer Eq/SW Mnt	1,185,362	1,077,746	1,018,284	<b>1,259,063</b>
520120	Communications Equipment Services	366,819	413,915	416,626	<b>410,715</b>
520121	IT Application Svcs	7,615,122	9,438,584	9,398,091	<b>9,696,831</b>
520122	Office Equipment Services	85,463	201,922	119,312	<b>203,372</b>
520123	Vehicle & Motor Equipment Services	652,984	695,070	663,796	<b>733,730</b>
520124	Other Equipment Services	642,819	633,920	554,081	<b>698,974</b>
520125	Demolition Services	780	0	0	<b>0</b>
520126	Construction Site Work Services	193,460	119,528	166,014	<b>7,500</b>
520127	Structural Construction Work Services	95,237	0	10,000	<b>0</b>
520128	Other Construction Work Services	59,321	3,900	11,841	<b>12,000</b>
520132	Contracts/Sponsorships	5,302,135	3,146,719	3,154,659	<b>73,000</b>
520133	Private Investigative Services	11,031	11,460	11,460	<b>19,986</b>
520136	Billing & Collection Services	4,255,382	6,851,593	6,851,022	<b>6,315,317</b>
520138	Zoo Contract	9,290,364	9,513,994	9,513,994	<b>9,754,770</b>
520139	Motor Pool Charges	2,515	4,250	4,250	<b>2,600</b>
520140	Civic Arts	48,000	0	0	<b>0</b>
520141	Engineering Services	21,821	117,801	102,421	<b>88,500</b>
520142	Classified C.S. Arbitration Cost	73,258	100,000	78,956	<b>100,000</b>
520144	Limited Purpose Annexation Payment	50,482,301	52,850,705	52,850,705	<b>52,350,705</b>
520145	Criminal Intelligence Services	201,160	1,750	1,750	<b>900</b>
520146	Contract Instructor Sports	132,907	126,000	86,000	<b>98,500</b>
520147	Management Initiative Savings	7,206	11,682,662	9,031	<b>437</b>
520151	Parking EZ Tag Fees	0	0	200	<b>200</b>
520152	Telemetry Services	2,100,000	2,100,000	2,100,000	<b>2,100,000</b>
520153	Protective Gear Cleaning Services	885,449	812,800	812,800	<b>887,344</b>
520157	Computer Software Maintenance Services	1,766,272	2,092,424	2,068,744	<b>2,072,024</b>
520159	Non-Sub-Recipient Grant Contract	229,046	227,700	247,700	<b>162,100</b>
520170	Generator Equipment Services	42,106	0	0	<b>11,000</b>
520250	CIP Expense	15,540	0	0	<b>0</b>
520510	Mail/Delivery Services	222,115	516,175	293,311	<b>305,056</b>
520515	Print Shop Services	406,471	300,292	287,234	<b>298,054</b>
520520	Printing & Reproduction Services	171,533	266,696	212,981	<b>222,662</b>
520605	Advertising Services	375,644	840,918	828,188	<b>784,555</b>
520705	Insurance Fees	2,221,117	2,523,349	2,523,350	<b>2,480,434</b>
520710	State/Federal Inspection Fees	0	24,075	24,075	<b>24,075</b>
520725	Assessments - Other Governments	443,342	524,840	526,040	<b>548,650</b>
520730	Tax Appraisal Fees	8,798,789	9,439,412	9,439,412	<b>9,939,412</b>
520739	Ambulance Refund	214,254	368,717	368,717	<b>368,717</b>
520740	Document Recording/Filing Fees	79,081	77,001	102,001	<b>61,000</b>
520745	Third Party Collection Fees	68,296	165,600	165,600	<b>165,600</b>
520750	Elections	10,915	2,500,000	2,500,000	<b>0</b>
520755	Contingency	555,000	3,019,792	3,022,415	<b>4,014,138</b>
520757	Maintenance Renewal and Replacement	184,793	0	0	<b>0</b>
520760	Contributions	16,003,686	17,853,660	17,853,660	<b>0</b>
520763	Intergov Contribution-1115 Waiver	12,892,777	13,100,811	12,883,609	<b>17,622,174</b>
520765	Membership & Professional Fees	1,534,249	1,658,838	1,657,148	<b>1,676,501</b>
520780	Juror Compensation	74,568	99,359	75,000	<b>75,000</b>
520805	Education & Training	960,581	1,415,206	1,399,186	<b>920,862</b>

**FISCAL YEAR 2017 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
520806	Paramedic/EMT Continuing Edu	34,200	526,399	445,533	70,000
520807	Initial/Recert EMS Training	570,465	777,120	777,120	577,120
520815	Tuition Reimbursement	1,209,678	1,000,000	1,161,643	1,000,000
520900	CIP-Capital Equipment Acquisition	2,450	0	1,200	0
520905	Travel - Training Related	690,463	634,925	596,306	721,020
520910	Travel - Non-Training Related	553,026	421,245	577,024	431,148
521320	Early Payment Discount	0	0	(10)	0
521405	Building Maintenance Services	5,851,382	4,812,402	5,410,855	4,624,550
521410	Sewer Services	1,584,492	1,515,981	1,515,981	1,519,381
521415	Land and Grounds Maintenance	1,677,017	2,422,840	2,551,130	2,879,489
521420	Infrastructure Maintenance Service	89,200	0	0	0
521435	Water Services	32,369	48,156	48,156	47,956
521440	Steam/Chilled Water Services	238,466	204,305	204,305	204,305
521505	Electricity	43,228,544	42,364,918	42,386,585	40,547,605
521510	Natural Gas	749,776	648,159	633,064	614,702
521605	Data Services	4,656,181	4,718,006	4,785,935	4,430,528
521610	Voice Services	6,869,193	6,014,740	6,116,731	5,282,262
521620	Voice Equipment	(27,863)	83,273	83,273	84,082
521625	Voice Labor	492,219	536,561	531,561	476,428
521630	GIS Revolving Fund Services	1,294,906	1,361,763	1,360,129	1,359,565
521635	Voice Services -Wireless	1,180,701	1,526,712	1,491,228	1,519,544
521705	Vehicle/Equipment Rental/Lease	59,525	200,339	133,020	142,208
521715	Office Equipment Rental	1,324,875	1,310,124	1,339,909	1,319,508
521720	Computer Equipment Rental	26,340	26,000	26,000	26,000
521725	Other Rental	2,092,256	2,314,424	2,331,780	2,296,839
521730	Parking Space Rental	889,177	1,027,102	1,034,551	973,871
521735	Hobby Parking Space Rental	247,996	245,678	267,455	235,154
521905	Legal Services	1,845,863	1,985,983	1,971,670	2,252,521
521910	Legal Svcs - Crt Report	291	2,000	0	0
521915	Legal Svcs - Atty Fee	0	3,951,950	3,951,950	0
521950	Legal Svcs -Doc Rec	192	0	0	0
522205	Metro Commuter Passes	698,755	720,000	720,000	720,000
522305	Freight Charges	15,763	10,626	13,198	12,826
522410	Cashier Shortages	572	400	1,300	600
522420	Petty Cash/Change Special Fund	530	1,500	500	500
522430	Misc Othr Svcs & Chrg	7,099,180	17,516,282	17,664,212	9,904,334
522431	EMS Equipment Maint	159,846	118,000	118,000	118,000
522432	Life Safety Equipment Maintenance	395,207	493,570	489,570	546,999
522435	Interest Charges Past Due Accounts	28,814	2,204	14,312	2,100
522620	Claims & Judgments	18,375,984	13,277,101	13,277,101	14,109,095
522710	Interfund Utility Cut Repairs	0	500	0	0
522720	Interfund Payroll Services	(20,621)	0	(16,561)	0
522721	Interfund HR Client Services	7,031,638	8,260,198	8,321,871	8,171,935
522722	KRONOS Service Chargeback	648,703	833,469	835,051	840,116
522723	Drainage Fee Service Chargeback	1,494,878	1,495,500	1,495,500	1,495,600
522730	Interfund Engineering Services	156,067	23,455	22,514	1,398
522735	Interfund Communication Equipment Repair	0	71,900	71,900	20,790
522740	Interfund Police Service	111,831	47,000	47,000	47,000
522760	Interfund Billing & Collection Service	53,799	43,772	43,272	43,772
522780	Interfund Photo Copy Services	20,101	5,845	5,845	0
522790	Interfund Inventory Adjustments	0	1,200	0	0
522795	Other Interfund Services	5,291,697	4,646,950	4,663,978	9,090,089

**FISCAL YEAR 2017 BUDGET**

**General Fund Expenditure Summary**

<b>Commit Item</b>	<b>Description</b>	<b>FY2015 Actual</b>	<b>FY2016 Current Budget</b>	<b>FY2016 Estimate</b>	<b>FY2017 Budget</b>
522835	Scrapping of Inventory for Disposal	0	600	0	600
522840	Houston Permitting Center Rent Chargeback	1,160,512	799,884	807,116	849,100
522845	Interfund Vehicle Services	40,570,076	42,692,175	42,789,747	43,826,949
522910	Indirect Cost - Expenses	57,782	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>342,941,866</b>	<b>383,840,758</b>	<b>372,930,104</b>	<b>346,042,126</b>
560010	Land	6,661,169	0	0	0
560120	Capital Exp-Building & Bldg Improvement	41,534	150,000	115,950	0
560210	Furniture Fixtures and Equipment	64,925	119,000	129,374	0
560220	Vehicles	220,721	211,269	265,284	0
560230	Computer HW and Developed SW	51,759	295,618	263,442	0
560240	Communication Equipment	0	0	32,958	0
560810	Cap Exp-Controlled Equipment	35,272	7,318	2,867	1,500
<b>Total</b>	<b>Equipment</b>	<b>7,075,380</b>	<b>783,205</b>	<b>809,875</b>	<b>1,500</b>
551005	Fixed Assets Restatement	0	1,000	1,000	1,000
551010	Non-Cap Office Furniture & Equipment	763,823	577,451	501,269	450,115
551015	Non-Capital Computer Equipment	194,616	191,724	186,071	110,532
551020	Non-Capital Communication Equipment	2,700	0	0	0
551025	Non-Capital Scientific/Medical Equipment	13	8,216	8,216	0
551030	Non-Capital Machinery & Equipment	3,169	2,000	3,000	0
551035	Non-Capital Library books	4,689,507	4,686,500	4,686,500	4,142,717
551040	Non-Capital Other	378,495	150,500	9,244	150,000
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>6,032,323</b>	<b>5,617,391</b>	<b>5,395,300</b>	<b>4,854,364</b>
531035	Promissory note Principal	11,000,000	0	0	0
531085	Other Interest	3,123,423	3,387,500	3,387,500	3,562,500
532020	Transfers to Capital Projects	8,397,851	6,862,611	6,862,611	6,730,962
532025	Transfers to Special Revenues	86,018,903	73,546,725	73,466,399	43,526,631
532040	Transfers to Component Unit	23,461,008	25,726,245	25,726,245	25,786,968
532050	Trans to PIB Bonds Debt Service	264,500,000	295,954,000	295,954,000	258,414,978
532120	Transfer to Fleet/Eq	1,684,860	1,375,877	1,375,877	1,375,877
532135	Ch.380 - Transfers to Other Funds	9,867,767	23,112,882	23,112,882	23,367,233
532140	Captured Revenue Transfer to DDSRF	0	22,288,000	22,288,000	34,741,000
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>408,053,812</b>	<b>452,253,840</b>	<b>452,173,514</b>	<b>397,506,149</b>
<b>Grand Total Expenditures</b>		<b><u>2,228,912,196</u></b>	<b><u>2,388,894,493</u></b>	<b><u>2,372,749,026</u></b>	<b><u>2,306,620,627</u></b>

Totals do not include interfund eliminations

## REVENUE SUPPORTED DEBT SERVICE Combined Utility System

Includes Existing Previous Lien and First Lien Bonds as of April 13, 2016

Fiscal Year	Principal	Interest	Total
2017	184,570,000	256,046,361	440,616,361
2018	200,505,000	246,369,147	446,874,147
2019	211,780,000	237,002,777	448,782,777
2020	196,539,984	245,858,886	442,398,870
2021	207,035,853	237,200,609	444,236,463
2022	219,697,094	224,512,994	444,210,088
2023	227,668,536	217,158,867	444,827,404
2024	235,691,264	209,103,599	444,794,863
2025	246,483,525	198,479,158	444,962,682
2026	256,374,875	188,023,458	444,398,333
2027	256,717,293	186,946,122	443,663,415
2028	265,984,307	176,061,920	442,046,226
2029	275,230,964	174,374,410	449,605,374
2030	321,450,000	127,047,816	448,497,816
2031	334,845,000	113,415,384	448,260,384
2032	349,185,000	99,193,826	448,378,826
2033	363,445,000	84,420,122	447,865,122
2034	379,615,000	68,816,152	448,431,152
2035	210,935,000	52,923,330	263,858,330
2036	218,395,000	42,769,422	261,164,422
2037	208,360,000	32,638,056	240,998,056
2038	139,310,000	24,808,517	164,118,517
2039	139,555,000	18,854,541	158,409,541
2040	82,525,000	13,984,119	96,509,119
2041	85,490,000	10,296,166	95,786,166
2042	53,680,000	7,304,629	60,984,629
2043	55,950,000	5,033,651	60,983,651
2044	45,015,000	2,926,440	47,941,440
2045	33,155,000	1,300,825	34,455,825
2046	17,045,000	310,534	17,355,534
	<b>6,022,233,694</b>	<b>3,503,181,840</b>	<b>9,525,415,534</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 13, 2016

Fiscal Year	Principal	Interest	Total
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>71,855,000</b>	<b>27,596,822</b>	<b>99,451,822</b>

## REVENUE SUPPORTED DEBT SERVICE Combined Utility System

Bonds Payable at Subordinate Level as of April 13, 2016

Fiscal Year	Principal	Interest	Total
2017	640,000	970,275	1,610,275
2018	640,000	1,101,606	1,741,606
2019	645,000	2,023,317	2,668,317
2020	3,565,000	2,824,448	6,389,448
2021	3,630,000	3,227,804	6,857,804
2022	3,710,000	3,617,150	7,327,150
2023	3,795,000	4,033,706	7,828,706
2024	3,885,000	4,344,085	8,229,085
2025	3,980,000	5,181,837	9,161,837
2026	4,090,000	6,014,025	10,104,025
2027	4,190,000	5,907,233	10,097,233
2028	4,305,000	5,793,825	10,098,825
2029	4,425,000	8,097,923	12,522,923
2030	1,310,000	8,019,188	9,329,188
2031	805,000	7,983,737	8,788,737
2032	830,000	7,428,816	8,258,816
2033	2,225,000	6,842,137	9,067,137
2034	2,310,000	6,754,625	9,064,625
2035	2,400,000	6,662,153	9,062,153
2036	5,755,000	4,142,048	9,897,048
2037	5,990,000	3,910,447	9,900,447
2038	6,235,000	3,668,162	9,903,162
2039	6,495,000	3,415,815	9,910,815
2040	6,765,000	3,151,456	9,916,456
2041	7,050,000	2,874,964	9,924,964
2042	7,345,000	2,582,202	9,927,202
2043	7,660,000	2,276,480	9,936,480
2044	7,990,000	1,957,011	9,947,011
2045	8,325,000	1,623,684	9,948,684
2046	8,685,000	1,275,642	9,960,642
2047	7,759,000	939,695	8,698,695
2048	5,395,000	673,217	6,068,217
2049	5,635,000	458,496	6,093,496
2050	5,885,000	234,223	6,119,223
	<b>154,349,000</b>	<b>130,011,432</b>	<b>284,360,432</b>

**Notes:**

Includes CUS Subordinate Lien Series 2015E Bonds, and certain obligations to Coastal Water Authority pursuant to contract. The City receives payments from four regional water authorities which partially support the Coastal Water Authority obligations.

## REVENUE SUPPORTED DEBT SERVICE Convention and Entertainment Facilities

Hotel Occupancy Tax and Special Revenue Bonds as of April 13, 2016

Fiscal Year	Principal	Interest	Total
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>480,910,881</b>	<b>531,057,693</b>	<b>1,011,968,574</b>

**Notes:**

2001C Bonds assumed interest at 5.0%.

## REVENUE SUPPORTED DEBT SERVICE

### Houston Airport System

Senior Lien debt as of April 13, 2016

Fiscal Year	Principal	Interest	Total
2017	10,225,000	22,868,244	33,093,244
2018	10,735,000	22,356,994	33,091,994
2019	11,275,000	21,820,244	33,095,244
2020	11,835,000	21,256,494	33,091,494
2021	12,430,000	20,664,744	33,094,744
2022	13,050,000	20,043,244	33,093,244
2023	13,705,000	19,390,744	33,095,744
2024	14,390,000	18,705,494	33,095,494
2025	15,110,000	17,985,994	33,095,994
2026	15,865,000	17,230,494	33,095,494
2027	16,655,000	16,437,244	33,092,244
2028	17,510,000	15,583,675	33,093,675
2029	18,405,000	14,686,288	33,091,288
2030	19,375,000	13,720,025	33,095,025
2031	20,440,000	12,654,400	33,094,400
2032	21,565,000	11,530,200	33,095,200
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>430,645,000</b>	<b>330,521,744</b>	<b>761,166,744</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.

## REVENUE SUPPORTED DEBT SERVICE

### Houston Airport System

Subordinate Lien debt as of April 13, 2016

Fiscal Year	Principal	Interest	Total
2017	66,255,000	81,652,543	147,907,543
2018	70,160,000	77,880,559	148,040,559
2019	73,675,000	74,345,094	148,020,094
2020	77,100,000	70,923,477	148,023,477
2021	81,575,000	66,784,774	148,359,774
2022	85,890,000	62,799,306	148,689,306
2023	89,955,000	57,884,338	147,839,338
2024	94,140,000	53,714,278	147,854,278
2025	98,760,000	48,572,514	147,332,514
2026	106,065,000	43,588,613	149,653,613
2027	108,930,000	38,294,587	147,224,587
2028	114,345,000	32,573,549	146,918,549
2029	121,945,000	26,783,602	148,728,602
2030	128,280,000	20,377,522	148,657,522
2031	131,555,000	13,910,192	145,465,192
2032	141,960,000	7,233,527	149,193,527
	<b>1,590,590,000</b>	<b>777,318,473</b>	<b>2,367,908,473</b>

**REVENUE SUPPORTED DEBT SERVICE**  
**Houston Airport System**

Inferior Lien debt as of April 13, 2016

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2017	6,240,000	343,200	6,583,200
2018	-	-	-
2019	-	-	-
2020	-	-	-
2021	-	-	-
2022	-	-	-
2023	-	-	-
2024	-	-	-
2025	-	-	-
	<b>6,240,000</b>	<b>343,200</b>	<b>6,583,200</b>

Notes:

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 2017 BUDGET**

**Fund Summary**

**Fund Name** : Community Health & Assessment  
**Business Area** : Houston Health Department  
**Fund No./Bus. Area No.** : 2020 / 3800

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Estimate</u>
Beginning Fund Balance	188,905	188,905	<b>178,905</b>
Current Revenues	0	0	<b>0</b>
Total Available Resources	<u>188,905</u>	<u>188,905</u>	<u><b>178,905</b></u>
Maintenance and Operations	131,448	10,000	<b>178,905</b>
Total Expenditures	<u>131,448</u>	<u>10,000</u>	<u><b>178,905</b></u>
Planned Ending Fund Balance	<u>57,457</u>	<u>178,905</u>	<u><b>0</b></u>
Total Budget	<u><u>188,905</u></u>	<u><u>188,905</u></u>	<u><u><b>178,905</b></u></u>
 <u>Fund Balance Distribution</u>			
Non-Spendable	0	0	<b>0</b>
Restricted	57,457	178,905	<b>0</b>
Committed	0	0	<b>0</b>
Assigned	0	0	<b>0</b>
Unassigned	0	0	<b>0</b>

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 Houston Health 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 2017 BUDGET**

**Fund Summary**

**Fund Name** : Fire Training Services Fund  
**Business Area** : Fire Department  
**Fund No./Bus. Area No.** : 2210 / 1200

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Estimate</u>
Beginning Fund Balance	521,157	521,157	443,957
Current Revenues	175,000	175,000	150,000
Total Available Resources	<u>696,157</u>	<u>696,157</u>	<u>593,957</u>
Maintenance and Operations	252,200	252,200	300,000
Total Expenditures	<u>252,200</u>	<u>252,200</u>	<u>300,000</u>
Planned Ending Fund Balance	<u>443,957</u>	<u>443,957</u>	<u>293,957</u>
Total Budget	<u><u>696,157</u></u>	<u><u>696,157</u></u>	<u><u>593,957</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	443,957	443,957	293,957
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 2017 BUDGET**

**Fund Summary**

**Fund Name** : Housing Special Revenue Fund  
**Business Area** : Housing & Community Development  
**Fund No./Bus. Area No.** : 2000 / 3200

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Estimate</u>
Beginning Fund Balance	957,608	957,608	964,608
Current Revenues	0	12,000	0
Total Available Resources	<u>957,608</u>	<u>969,608</u>	<u>964,608</u>
Maintenance and Operations	723,581	5,000	723,581
Total Expenditures	<u>723,581</u>	<u>5,000</u>	<u>723,581</u>
Planned Ending Fund Balance	<u>234,027</u>	<u>964,608</u>	<u>241,027</u>
Total Budget	<u><u>957,608</u></u>	<u><u>969,608</u></u>	<u><u>964,608</u></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	234,027	964,608	241,027
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, FY2016 Estimate and the FY2017 budget for the Housing Special Revenue Fund. Also included are the beginning and ending fund balances, total revenue and total expenditures.

The Housing Special Revenue Fund originated as a result of proceeds from the sale of City owned multi-family 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 2017 BUDGET**

**Fund Summary**

**Fund Name** : Library Special Revenue  
**Business Area** : Library  
**Fund No./Bus. Area No.** : 2500 / 3400

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Estimate</u>
Beginning Fund Balance	158,565	158,565	178,565
Current Revenues	0	45,000	20,000
Total Available Resources	<u>158,565</u>	<u>203,565</u>	<u>198,565</u>
Maintenance and Operations	27,747	25,000	15,000
Total Expenditures	<u>27,747</u>	<u>25,000</u>	<u>15,000</u>
Planned Ending Fund Balance	<u>130,818</u>	<u>178,565</u>	<u>183,565</u>
Total Budget	<u><u>158,565</u></u>	<u><u>203,565</u></u>	<u><u>198,565</u></u>
<b><u>Fund Balance Distribution</u></b>			
Non-Spendable	0	0	0
Restricted	130,818	178,565	183,565
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, FY2016 Estimate and FY2017 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 such as for the purchase of materials and to implement programs for children and teenagers.

**FISCAL YEAR 2017 BUDGET**

**Fund Summary**

**Fund Name** : Nuisance Abatement Special Revenue Fund  
**Business Area** : Legal  
**Fund No./Bus. Area No.** : 2214 / 9000

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Estimate</u>
Beginning Fund Balance	5,640	5,640	5,677
Current Revenues	0	37	0
Total Available Resources	<u>5,640</u>	<u>5,677</u>	<u>5,677</u>
Maintenance and Operations	0	0	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Planned Ending Fund Balance	<u>5,640</u>	<u>5,677</u>	<u>5,677</u>
Total Budget	<u><u>5,640</u></u>	<u><u>5,677</u></u>	<u><u>5,677</u></u>
 <u>Fund Balance Distribution</u>			
Non-Spendable	0	0	0
Restricted	5,640	5,677	5,677
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2016 Budget, the FY2016 Estimate and the FY2017 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 2017 BUDGET**

**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>General Fund</u>	<u>Airport System*</u>	<u>Conven. &amp; Entertain. Facilities*</u>	<u>Houston Emergency Center</u>
Beginning Fund Balance - Unassigned	196,394	0	52,060	3,223
Revenues and Other Sources	2,296,621	501,725	99,254	25,639
Total Available Resources	<u>2,493,015</u>	<u>501,725</u>	<u>151,314</u>	<u>28,862</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	1,519,886	114,614	293	20,600
Supplies	38,331	9,563	0	246
Other Services and Charges	346,042	183,349	132	6,916
Equipment	2	0	0	0
Non-Capital Equipment	4,854	2,162	0	0
Total Maintenance & Operating Expenditures/Expenses	<u>1,909,115</u>	<u>309,688</u>	<u>425</u>	<u>27,762</u>
Debt Service & Other Uses	397,506	192,037	98,531	0
Total Expenditures/Expenses & Other Uses	<u>2,306,621</u>	<u>501,725</u>	<u>98,956</u>	<u>27,762</u>
Fund Balance - Unassigned	<u>186,394</u>	<u>0</u>	<u>52,358</u>	<u>1,100</u>
Total Budget	<u>2,493,015</u>	<u>501,725</u>	<u>151,314</u>	<u>28,862</u>
Changes to Unassigned Fund Balance	318	0	0	0
Ending Fund Balance - Unassigned	<u>186,712</u>	<u>0</u>	<u>52,358</u>	<u>1,100</u>

\* Denotes Beginning Operating Fund Balance

Totals do not include interfund eliminations and may reflect slight variances due to rounding

**FISCAL YEAR 2017 BUDGET**

**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>
Beginning Fund Balance - Unassigned	45	836	1,164	1,593
Revenues and Other Sources	750	1,290	1,179	6,900
Total Available Resources	<u>795</u>	<u>2,126</u>	<u>2,343</u>	<u>8,493</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	0	189	1,813	4,105
Supplies	0	0	17	404
Other Services and Charges	710	376	125	1,777
Equipment	0	350	0	125
Non-Capital Equipment	0	0	80	0
Total Maintenance & Operating Expenditures/Expenses	<u>710</u>	<u>915</u>	<u>2,035</u>	<u>6,411</u>
Debt Service & Other Uses	0	0	0	1,600
Total Expenditures/Expenses & Other Uses	<u>710</u>	<u>915</u>	<u>2,035</u>	<u>8,011</u>
Fund Balance - Unassigned	<u>85</u>	<u>1,211</u>	<u>308</u>	<u>482</u>
Total Budget	<u><u>795</u></u>	<u><u>2,126</u></u>	<u><u>2,343</u></u>	<u><u>8,493</u></u>
Changes to Unassigned Fund Balance	0	0	0	0
Ending Fund Balance - Unassigned	<u><u>85</u></u>	<u><u>1,211</u></u>	<u><u>308</u></u>	<u><u>482</u></u>

Totals do not include interfund eliminations and may reflect slight variances due to rounding

**FISCAL YEAR 2017 BUDGET**

**BUDGET SUMMARY BY FUND**  
(\$ Thousands)

	<u>Police Special Services</u>	<u>Police Asset Forfeit</u>	<u>Forensic Transition Special</u>	<u>Police Child Safety</u>
Beginning Fund Balance - Unassigned	6,518	2,445	25	0
Revenues and Other Sources	7,662	6,003	8,545	3,429
Total Available Resources	<u>14,180</u>	<u>8,448</u>	<u>8,570</u>	<u>3,429</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	6,609	3,300	8,484	0
Supplies	1,522	997	32	3
Other Services and Charges	2,022	1,569	29	3,426
Equipment	308	0	0	0
Non-Capital Equipment	20	2,582	0	0
Total Maintenance & Operating Expenditures/Expenses	<u>10,481</u>	<u>8,448</u>	<u>8,545</u>	<u>3,429</u>
Debt Service & Other Uses	211	0	0	0
Total Expenditures/Expenses & Other Uses	<u>10,692</u>	<u>8,448</u>	<u>8,545</u>	<u>3,429</u>
Fund Balance - Unassigned	<u>3,488</u>	<u>0</u>	<u>25</u>	<u>0</u>
Total Budget	<u>14,180</u>	<u>8,448</u>	<u>8,570</u>	<u>3,429</u>
Changes to Unassigned Fund Balance	0	0	0	0
Ending Fund Balance - Unassigned	<u>3,488</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 2017 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	30,792	994	5,751	24,289	656,407
Revenues and Other Sources	214,201	2,260	54,999	81,681	1,085,001
Total Available Resources	<u>244,993</u>	<u>3,254</u>	<u>60,750</u>	<u>105,970</u>	<u>1,741,408</u>
Maintenance & Operating Expenditures/Expenses					
Personnel Services	37,117	1,061	22,093	60,293	187,465
Supplies	13,017	107	1,967	1,119	44,096
Other Services and Charges	27,331	1,997	13,265	17,933	232,052
Equipment	11,965	0	6,050	10,875	40,110
Non-Capital Equipment	74	26	78	1,191	2,559
Total Maintenance & Operating Expenditures/Expenses	<u>89,504</u>	<u>3,191</u>	<u>43,453</u>	<u>91,411</u>	<u>506,282</u>
Debt Service & Other Uses	137,403	0	15,297	4,080	609,653
Total Expenditures/Expenses & Other Uses	<u>226,907</u>	<u>3,191</u>	<u>58,750</u>	<u>95,491</u>	<u>1,115,935</u>
Fund Balance - Unassigned	<u>18,086</u>	<u>63</u>	<u>2,000</u>	<u>10,479</u>	<u>625,473</u>
Total Budget	<u>244,993</u>	<u>3,254</u>	<u>60,750</u>	<u>105,970</u>	<u>1,741,408</u>
Changes to Unassigned Fund Balance	0	0	0	0	0
Ending Fund Balance - Unassigned	<u>18,086</u>	<u>63</u>	<u>2,000</u>	<u>10,479</u>	<u>625,473</u>

\* Denotes Beginning Operating Fund Balance

Totals do not include interfund eliminations and may reflect slight variances due to rounding

**FISCAL YEAR 2017 BUDGET**

**BUDGET SUMMARY BY FUND  
(\$ Thousands)**

	<u>Contractor Responsibility</u>	<u>Recycling Revenue Fund</u>	<u>Maintenance Renewal &amp; Replacement</u>	<u>BARC Special Revenue</u>
Beginning Fund Balance - Unassigned	2,174	101	171	2,640
Revenues and Other Sources	864	6,049	17,906	11,166
Total Available Resources	<u>3,038</u>	<u>6,150</u>	<u>18,077</u>	<u>13,806</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	144	290	6,684	8,756
Supplies	1	2	2,139	1,880
Other Services and Charges	327	2,986	9,013	3,140
Equipment	0	0	70	19
Non-Capital Equipment	0	0	0	11
Total Maintenance & Operating Expenditures/Expenses	<u>472</u>	<u>3,278</u>	<u>17,906</u>	<u>13,806</u>
Debt Service & Other Uses	400	2,771	0	0
Total Expenditures/Expenses & Other Uses	<u>872</u>	<u>6,049</u>	<u>17,906</u>	<u>13,806</u>
Fund Balance - Unassigned	<u>2,166</u>	<u>101</u>	<u>171</u>	<u>0</u>
Total Budget	<u><u>3,038</u></u>	<u><u>6,150</u></u>	<u><u>18,077</u></u>	<u><u>13,806</u></u>
Changes to Unassigned Fund Balance	0	0	0	0
Ending Fund Balance - Unassigned	<u><u>2,166</u></u>	<u><u>101</u></u>	<u><u>171</u></u>	<u><u>0</u></u>

Totals do not include interfund eliminations and may reflect slight variances due to rounding

**FISCAL YEAR 2017 BUDGET**

**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	4,347	298	11,810	1,224	987
Revenues and Other Sources	4,022	464	24,694	4,079	1,225
Total Available Resources	<u>8,369</u>	<u>762</u>	<u>36,504</u>	<u>5,303</u>	<u>2,212</u>
Maintenance & Operating Expenditures/Expenses					
Personnel Services	1,731	0	16,771	3,744	1,088
Supplies	507	160	755	156	18
Other Services and Charges	2,740	534	7,967	263	74
Equipment	95	0	50	384	24
Non-Capital Equipment	58	0	566	57	0
Total Maintenance & Operating Expenditures/Expenses	<u>5,131</u>	<u>694</u>	<u>26,109</u>	<u>4,604</u>	<u>1,204</u>
Debt Service & Other Uses	0	0	0	0	0
Total Expenditures/Expenses & Other Uses	<u>5,131</u>	<u>694</u>	<u>26,109</u>	<u>4,604</u>	<u>1,204</u>
Fund Balance - Unassigned	<u>3,238</u>	<u>68</u>	<u>10,395</u>	<u>699</u>	<u>1,008</u>
Total Budget	<u><u>8,369</u></u>	<u><u>762</u></u>	<u><u>36,504</u></u>	<u><u>5,303</u></u>	<u><u>2,212</u></u>
Changes to Unassigned Fund Balance	0	0	0	0	0
Ending Fund Balance - Unassigned	<u><u>3,238</u></u>	<u><u>68</u></u>	<u><u>10,395</u></u>	<u><u>699</u></u>	<u><u>1,008</u></u>

Totals do not include interfund eliminations and may reflect slight variances due to rounding

**FISCAL YEAR 2017 BUDGET**

**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	1,422	415	6,186	1,268
Revenues and Other Sources	6,198	1,330	2,216	20,421
Total Available Resources	<u>7,620</u>	<u>1,745</u>	<u>8,402</u>	<u>21,689</u>
Maintenance & Operating Expenditures/Expenses				
Personnel Services	4,501	897	581	5,166
Supplies	790	45	638	631
Other Services and Charges	986	111	1,275	6,746
Equipment	0	175	0	199
Non-Capital Equipment	0	0	0	68
Total Maintenance & Operating Expenditures/Expenses	<u>6,277</u>	<u>1,228</u>	<u>2,494</u>	<u>12,810</u>
Debt Service & Other Uses	0	0	0	8,169
Total Expenditures/Expenses & Other Uses	<u>6,277</u>	<u>1,228</u>	<u>2,494</u>	<u>20,979</u>
Fund Balance - Unassigned	<u>1,343</u>	<u>517</u>	<u>5,908</u>	<u>710</u>
Total Budget	<u><u>7,620</u></u>	<u><u>1,745</u></u>	<u><u>8,402</u></u>	<u><u>21,689</u></u>
Changes to Unassigned Fund Balance	0	0	0	0
Ending Fund Balance - Unassigned	<u><u>1,343</u></u>	<u><u>517</u></u>	<u><u>5,908</u></u>	<u><u>710</u></u>

Totals do not include interfund eliminations and may reflect slight variances due to rounding

**FISCAL YEAR 2017 BUDGET**

**BUDGET SUMMARY BY FUND  
(\$ Thousands)**

	<u>Historic Preserv.</u>	<u>P&amp;DD Special Revenue</u>	<u>Tourism Promotion Special Rev</u>	<u>Cable TV</u>	<u>Total Gen. Fund Enterprise &amp; Special</u>
Beginning Fund Balance - Unassigned	1,315	569	13	1,467	1,018,943
Revenues and Other Sources	333	7,092	20,197	5,310	4,530,705
Total Available Resources	<u>1,648</u>	<u>7,661</u>	<u>20,210</u>	<u>6,777</u>	<u>5,549,648</u>
Maintenance & Operating Expenditures/Expenses					
Personnel Services	0	4,781	2,395	1,650	2,047,101
Supplies	1	120	98	55	119,417
Other Services and Charges	458	2,106	17,704	2,519	898,000
Equipment	0	0	0	1,300	72,101
Non-Capital Equipment	0	50	0	30	14,466
Total Maintenance & Operating Expenditures/Expenses	<u>459</u>	<u>7,057</u>	<u>20,197</u>	<u>5,554</u>	<u>3,151,085</u>
Debt Service & Other Uses	0	0	0	0	1,467,658
Total Expenditures/Expenses & Other Uses	<u>459</u>	<u>7,057</u>	<u>20,197</u>	<u>5,554</u>	<u>4,618,743</u>
Fund Balance - Unassigned	<u>1,189</u>	<u>604</u>	<u>13</u>	<u>1,223</u>	<u>930,905</u>
Total Budget	<u>1,648</u>	<u>7,661</u>	<u>20,210</u>	<u>6,777</u>	<u>5,549,648</u>
Changes to Unassigned Fund Balance	0	0	0	0	318
Ending Fund Balance - Unassigned	<u>1,189</u>	<u>604</u>	<u>13</u>	<u>1,223</u>	<u>930,905</u>

Totals do not include interfund eliminations and may reflect slight variances due to rounding

## DEPARTMENTAL CROSS REFERENCE

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<b>Administration and Regulatory Affairs</b>			
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Property & Casualty	Operating Budget	XII	18
Central Services Revolving Fund	Operating Budget	XII	36
BARC	Operating Budget	X	2
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<b>Aviation</b>			
Aviation – Operating Fund	Operating Budget	IX	2
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<b>City Controller's Office</b>			
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<b>Houston Health Department</b>			
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<b>Houston Information Technology</b>			
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<b>Planning &amp; Development</b>			
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