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**FISCAL YEAR 2004 BUDGET**

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**FUND SUMMARY**

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**Fund Name** : Police Special Services  
**Department Name** : Police  
**Fund/Department No.** : 205 / 10

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	<u>FY2003 BUDGET</u>	<u>FY2003 ESTIMATE</u>	<u>FY2004 BUDGET</u>
Beginning Fund Balance	5,095,854	5,095,854	<b>4,622,025</b>
Current Revenues	<u>3,548,000</u>	<u>3,954,922</u>	<u><b>11,827,631</b></u>
Total Available Resources	<u><u>8,643,854</u></u>	<u><u>9,050,776</u></u>	<u><u><b>16,449,656</b></u></u>
 Maintenance and Operations	 <u>4,552,030</u>	 <u>4,028,751</u>	 <u><b>14,797,547</b></u>
Total Expenditures	4,952,030	4,428,751	<b>15,197,547</b>
Planned Ending Fund Balance	<u>3,691,824</u>	<u>4,622,025</u>	<u><b>1,252,109</b></u>
Total Budget	<u><u>8,643,854</u></u>	<u><u>9,050,776</u></u>	<u><u><b>16,449,656</b></u></u>

The above summarizes the FY2003 Budget, the FY2003 Estimate and the FY2004 Budget for the Police Special Services Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures. In FY2004, the decrease in fund balance is a result of enhanced security at the airports.

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 or services, monies restricted for a specific law enforcement purpose, or donations.

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

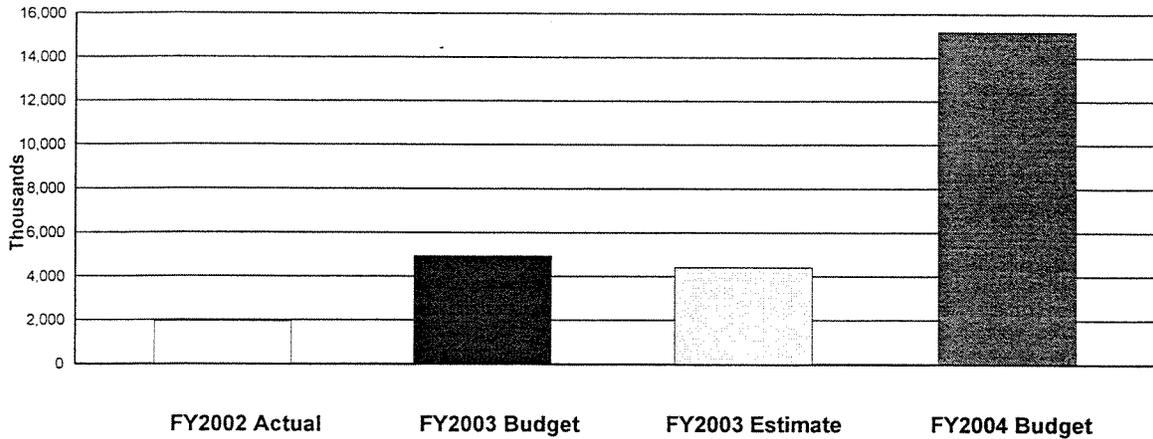
**FISCAL YEAR 2004 BUDGET**

**Department Budget Summary**

Fund Name : Police Special Services  
 Department Name : Police Department  
 Fund/Department No. : 205 / 10

		<u>FY2002 Actual</u>	<u>FY2003 Budget</u>	<u>FY2003 Estimate</u>	<u>FY2004 Budget</u>
Expenditure Summary	Personnel Services	1,177,426	2,221,117	2,220,656	<b>11,594,547</b>
	Supplies	67,547	258,000	255,815	<b>1,098,000</b>
	Other Services and Charges	199,867	655,000	461,230	<b>930,000</b>
	Equipment	174,058	1,386,913	1,061,550	<b>1,145,000</b>
	Non-Capital Equipment	31,615	31,000	29,500	<b>30,000</b>
	Total M & O Expenditures	<u>1,650,513</u>	<u>4,552,030</u>	<u>4,028,751</u>	<u><b>14,797,547</b></u>
	Debt Service & Other Uses	290,658	400,000	400,000	<b>400,000</b>
Total Expenditures	<u>1,941,171</u>	<u>4,952,030</u>	<u>4,428,751</u>	<u><b>15,197,547</b></u>	
Revenue Summary		3,223,000	3,548,000	3,954,922	<b>11,827,631</b>
Staffing Summary	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>
	Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u><b>0.0</b></u>
	Full-Time Equivalents-Overtime	34.9	32.6	32.6	<b>160.3</b>
Budget Highlights	<p>The FY2004 Budget continues FY2003 service levels which include:</p> <ul style="list-style-type: none"> <li>o Reimbursable expenses generated from special events that are funded by non-City sources.</li> <li>o Accounting for contributions and monies restricted for law enforcement use.</li> <li>o Reimbursements for the General Fund created from this fund.</li> </ul> <p>Additionally, the enhanced security at the airports is being recorded in this fund to facilitate the reconciliation of expenses vs. revenues at year-end.</p>				

**Police Special Services  
 Police Department  
 Expenditure Summary**



**FISCAL YEAR 2004 BUDGET**

**Department Program Summary**

**Fund Name** : Police Special Services  
**Department Name** : Police  
**Fund/Department No.** : 205 / 10

Program Description	Program Objectives
<p><b>Police Services</b> 1100  <b>Budget and Finance</b> 1230</p> <p>Provide services to outside entities, organizations, and other law enforcement activities. These services include providing security at fun runs and parades and covering assignments for other agencies.</p>	<p>Provide security at parades, fun runs, and other events. Provide supervision during the use of HPD facilities. Provide officers for other agencies' activities.</p>
<p><b>Police Services</b> 1100  <b>Special Events</b> 1689</p> <p>Disburse restricted funds for law enforcement training. Collect and account for reimbursables. Provide services to outside entities, organizations, and other law enforcement activities.</p>	
<p><b>Police Services</b> 1100  <b>IAH Airport Security</b> 1756</p> <p>Officer overtime at the airports.</p>	

To provide officers on overtime to help manage traffic control for the airport system during construction. Provide heightened security and special requests.

**FISCAL YEAR 2004 BUDGET**

Department Program Summary									
Fund Name : Police Special Services									
Department Name : Police									
Fund/Department No. : 205 / 10									
Program Performance Measures	FY2002 Actual			FY2003 Estimate			FY2004 Budget		
	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$
Est. no. of events	83			105			110		
Est. no. of outside grp	23			25			25		
		0.0	86,104		0.0	180,000		0.0	295,000
Cost Centers Managed	25			29			29		
Est. \$ tracked	\$290,687			\$3.9M			\$4.3M		
		0.0	1,855,067		0.0	4,248,751		0.0	6,812,416
Police officer overtime units	NA			NA			231,147		
		0.0	0		0.0	0		0.0	8,090,131
<b>Total</b>		<u>0.0</u>	<u>1,941,171</u>		<u>0.0</u>	<u>4,428,751</u>		<u>0.0</u>	<u>15,197,547</u>

**FISCAL YEAR 2004 BUDGET**

**Department Revenue Summary**

**Fund Name** : Police Special Services  
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Source	Description	Program Org	Program Name	FY2003 Budget	FY2003 Estimate	FY2004 Budget
6955	Crim Justice Div Grant Awards	1441	Training Academy	500,000	420,000	<b>430,000</b>
7333	Intfd Fleet Maintenance	1561	Fleet Maintenance	0	0	<b>350,000</b>
8825	Recoveries & Refunds	1561	Fleet Maintenance	0	0	<b>900,000</b>
7327	Intfd Airport Police Services	1689	Special Events	0	908,709	<b>0</b>
7585	Police Services	1689	Special Events	1,350,000	1,290,000	<b>1,350,000</b>
8025	Facility Rental Fees	1689	Special Events	13,000	12,900	<b>13,000</b>
8190	Court Costs/Jury Costs	1689	Special Events	4,000	4,100	<b>4,000</b>
8235	Misc Fines & Forfeits	1689	Special Events	20,000	19,800	<b>20,000</b>
8300	Interest On Pooled Investments	1689	Special Events	230,000	228,700	<b>230,000</b>
8805	Private Contributions	1689	Special Events	1,500	50,000	<b>1,500</b>
8815	Confiscations	1689	Special Events	125,000	124,000	<b>125,000</b>
8855	Miscellaneous Revenue	1689	Special Events	200,000	300,000	<b>300,000</b>
9410	Contributions From Others	1689	Special Events	14,000	30,000	<b>14,000</b>
7585	Police Services	1753	IAH Support	0	0	<b>1,515,000</b>
7585	Police Services	1754	HOU Support	0	0	<b>1,949,000</b>
7327	Intfd Airport Police Services	1756	IAH Airport Security	450,000	0	<b>0</b>
7560	Special Events Reimbursement	1756	IAH Airport Security	0	462,850	<b>469,000</b>
7585	Police Services	1756	IAH Airport Security	640,500	103,863	<b>400,000</b>
6940	Dept Of Transportation Grants	A753	IAH Support	0	0	<b>2,633,333</b>
6940	Dept Of Transportation Grants	A754	HOU Support	0	0	<b>1,123,798</b>
<b>Total Police</b>				<u>3,548,000</u>	<u>3,954,922</u>	<u><b>11,827,631</b></u>

**FISCAL YEAR 2004 BUDGET**

Fund Name : Police Special Services  
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ACCT	DESCRIPTION	FY2002 Actual	FY2003 Budget	FY2003 Estimate	FY2004 Budget
1100	Salary-Base Pay-Civilian	86,104	120,461	120,000	120,000
1120	Overtime-Civilian	62,975	0	0	0
1199	Employee Awards	0	0	0	175,000
1230	Overtime-Classified	1,028,347	2,100,656	2,100,656	11,299,547
<b>Total Personnel Services</b>		<b>1,177,426</b>	<b>2,221,117</b>	<b>2,220,656</b>	<b>11,594,547</b>
2305	Computer Supplies	6,732	35,000	34,900	35,000
2325	Miscellaneous Office Supplies	0	5,000	4,900	5,000
2600	Fuel	0	10,000	9,500	460,000
2605	Vehicle Repair & Maint Suppl	0	10,000	9,980	400,000
2701	Clothing	9,416	128,000	127,895	128,000
2702	Food Supplies	535	5,000	4,800	5,000
2703	Weapons, Munitions & Supplies	25,410	30,000	29,800	30,000
2709	Small Tools & Minor Equipment	0	10,000	9,500	10,000
2738	Miscellaneous Parts & Supplies	25,454	25,000	24,540	25,000
<b>Total Supplies</b>		<b>67,547</b>	<b>258,000</b>	<b>255,815</b>	<b>1,098,000</b>
3305	Advertising Services	35,099	60,000	59,000	110,000
3325	Medical, Dental & Lab Services	0	0	60,000	0
3405	Vehicle/Equipment Rental/Lease	58,976	15,000	14,850	15,000
3600	Building Maintenance Services	0	10,000	9,850	10,000
3626	Vehicle & Motor Equip Services	80,000	200,000	198,500	425,000
3768	Other Interfund Services	0	250,000	0	0
3798	Indirect Cost Recovery Payment	0	65,000	65,000	65,000
3825	Criminal Intelligence Services	0	0	0	50,000
3895	Misc Other Services & Charges	4,360	15,000	14,950	15,000
3897	Tuition Reimbursement	15,167	20,000	19,480	20,000
3900	Education & Training	4,955	10,000	9,800	160,000
3910	Travel-Training Related	1,310	10,000	9,800	60,000
<b>Total Other Services and Charges</b>		<b>199,867</b>	<b>655,000</b>	<b>461,230</b>	<b>930,000</b>
4210	Special Purpose Buildings	0	0	0	75,000
4425	Minicomputer Systems	11,071	15,000	14,500	15,000
4430	Microcomputer Equipment	0	0	0	450,000
4458	Laboratory & Testing Equipment	50,361	51,000	147,050	0
4488	Athletic & Recreational Equip	0	0	0	245,000
4494	Other Equipment	112,626	1,320,913	900,000	360,000
<b>Total Equipment</b>		<b>174,058</b>	<b>1,386,913</b>	<b>1,061,550</b>	<b>1,145,000</b>
4820	Non-Capital Computer Equipment	31,615	31,000	29,500	30,000
<b>Total Non-Capital Equipment</b>		<b>31,615</b>	<b>31,000</b>	<b>29,500</b>	<b>30,000</b>
5655	Trans to Certs. of Oblig. Debt Svc	290,658	400,000	400,000	400,000
<b>Total Debt Service and Other Uses</b>		<b>290,658</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>
<b>Grand Total Expenditures</b>		<b>1,941,171</b>	<b>4,952,030</b>	<b>4,428,751</b>	<b>15,197,547</b>