

**FISCAL YEAR 2004 BUDGET**

**Fund Summary**

**Fund Name** : Fire Reconstruction  
**Department Name** : Building Services  
**Fund/Department No.** : 117 / 25

|                             | <u>FY2003<br/>BUDGET</u> | <u>FY2003<br/>ESTIMATE</u> | <u>FY2004<br/>BUDGET</u> |
|-----------------------------|--------------------------|----------------------------|--------------------------|
| Beginning Fund Balance      | (255,773)                | (255,773)                  | 0                        |
| Current Revenues            | <u>2,000,000</u>         | <u>2,253,209</u>           | <u>2,121,607</u>         |
| Total Available Resources   | <u>1,744,227</u>         | <u>1,997,436</u>           | <u>2,121,607</u>         |
| Maintenance and Operations  | <u>2,140,666</u>         | <u>1,997,436</u>           | <u>2,121,607</u>         |
| Total Expenditures          | 2,140,666                | 1,997,436                  | 2,121,607                |
| Planned Ending Fund Balance | <u>(396,439)</u>         | <u>0</u>                   | <u>0</u>                 |
| Total Budget                | <u>1,744,227</u>         | <u>1,997,436</u>           | <u>2,121,607</u>         |

The above summarizes the FY2003 Budget, the FY2003 Estimate and the FY2004 Budget for the Fire Reconstruction Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The Fire Reconstruction Fund was established to fund renovations and reconstruction of fire stations and facilities. As part of the fire stations to standard project, these facilities will be completely renovated so that they are restored to a like new condition. Costs will be collected in this fund and billed to bond funds on a monthly basis for those projects that result in permanent improvements to facilities (i.e., projects that extend the life of the facility more than twelve years). The General Fund will be billed for any renovation costs that do not result in long-term permanent improvements.

The renovation of at least three facilities will be completed during FY2004. Renovated stations will be in compliance with the Mayor's Green Lights Program which provides for the installation of energy efficient appliances, HVAC systems, insulation and other energy saving measures.

The long-term goal is to bring all facilities up to standard and to provide an adequate working and living environment for Houston Fire Department fire fighters, paramedics and support personnel.

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**Department Budget Summary**

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|                            | <u>FY2002<br/>Actual</u> | <u>FY2003<br/>Budget</u> | <u>FY2003<br/>Estimate</u> | <u>FY2004<br/>Budget</u> |
|----------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| Personnel Services         | 725,751                  | 950,466                  | 795,590                    | <b>1,001,507</b>         |
| Supplies                   | 370,286                  | 293,600                  | 336,175                    | <b>320,000</b>           |
| Other Services and Charges | 686,382                  | 720,600                  | 745,671                    | <b>754,100</b>           |
| Equipment                  | 17,681                   | 176,000                  | 120,000                    | <b>46,000</b>            |
| Non-Capital Equipment      | 0                        | 0                        | 0                          | 0                        |
| Total M & O Expenditures   | 1,800,100                | 2,140,666                | 1,997,436                  | <b>2,121,607</b>         |
| Debt Service & Other Uses  | 0                        | 0                        | 0                          | 0                        |
| Total Expenditures         | 1,800,100                | 2,140,666                | 1,997,436                  | <b>2,121,607</b>         |

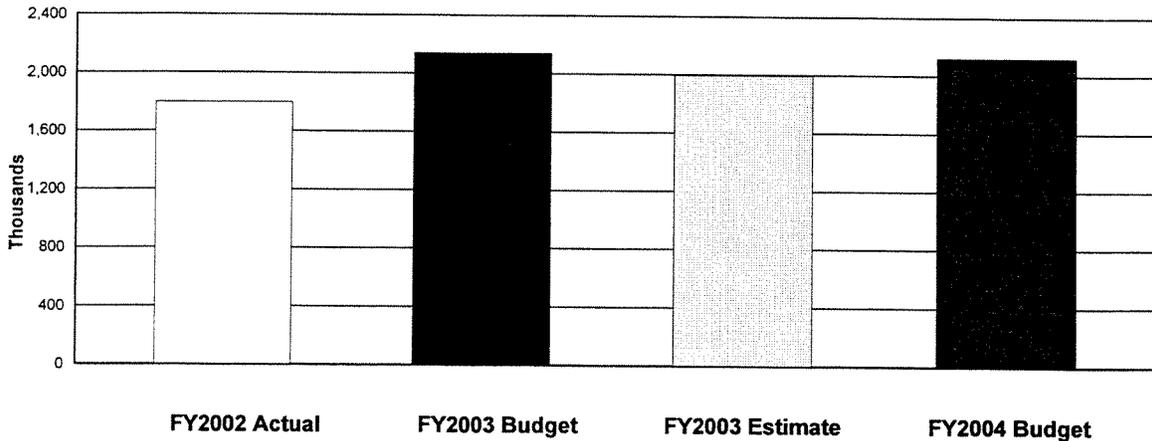
|                        |           |           |           |                  |
|------------------------|-----------|-----------|-----------|------------------|
| <b>Revenue Summary</b> | 1,735,147 | 2,000,000 | 2,253,209 | <b>2,121,607</b> |
|------------------------|-----------|-----------|-----------|------------------|

|                         |                                    |      |      |      |             |
|-------------------------|------------------------------------|------|------|------|-------------|
| <b>Staffing Summary</b> | Full-Time Equivalents - Civilian   | 17.6 | 22.6 | 21.0 | <b>22.9</b> |
|                         | Full-Time Equivalents - Classified | 0.0  | 0.0  | 0.0  | <b>0.0</b>  |
|                         | Total                              | 17.6 | 22.6 | 21.0 | <b>22.9</b> |
|                         | Full-Time Equivalents-Overtime     | 0.4  | 1.1  | 0.9  | <b>0.7</b>  |

**Budget Highlights**

- o This fund was transferred to Building Services in FY2002. It was previously reported under the Fire Department.
- o In FY2004 the following facilities will be renovated: Fire Station 47, 2615 Tidewater, District D; Fire Station 60, 2925 Jeanetta, District C; Fire Station 61, 9726 Monroe, District E.

**Fire Reconstruction  
 Building Services  
 Expenditure Summary**



**FISCAL YEAR 2004 BUDGET**

**Department Program Summary**

**Fund Name** : Fire Reconstruction  
**Department Name** : Building Services  
**Fund/Department No.** : 117 / 25

| Program Description  | Program Objectives  |
|--|---|
| <p> <b>Fire Reconstruction</b> <span style="float: right;"><b>1400</b></span><br/> <span style="float: right;"><b>1445</b></span><br/>                     Establishes a revolving account to temporarily collect costs for various Houston Fire Department (HFD) facility renovation projects. All costs will be charged to either bond funds, the General Fund, or Community Development Block Grant Funds.                 </p> | <p>                     Annually renovate the interior and exterior of at least three (3) fire stations.                 </p> |

**FISCAL YEAR 2004 BUDGET**

**Department Program Summary**

Fund Name : Fire Reconstruction  
 Department Name : Building Services  
 Fund/Department No. : 117 /25

| 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 \$ |
| Projects completed           | 3                  |                  |                  | 3                  |                  |                  | 3                  |                  |                  |
| Square Footage Renovated     | 14,622             |                  |                  | 15,075             |                  |                  | 16,843             |                  |                  |
|                              |                    | 17.6             | 1,800,100        |                    | 21.0             | 1,997,436        |                    | 22.9             | 2,121,607        |
| <b>Total</b>                 | <u>17.6</u>        | <u>1,800,100</u> |                  | <u>21.0</u>        | <u>1,997,436</u> |                  | <u>22.9</u>        | <u>2,121,607</u> |                  |

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**FISCAL YEAR 2004 BUDGET**

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**Fund Name :** : Fire Reconstruction  
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| <b>NO. of<br/>POSITIONS</b> | <b>JOB DESCRIPTION</b>                                       | <b>JOB<br/>CLASS<br/>CODE</b> | <b>PAY<br/>GRADE</b> |
|-----------------------------|--|-------------------------------|----------------------|
| 3                           | CARPENTER LEADER   | 5206                          | 19                   |
| 1                           | ELECTRICIAN  | 5232                          | 18                   |
| 3                           | MAINTENANCE MECHANIC II                                      | 5272                          | 12                   |
| 12                          | MAINTENANCE MECHANIC III                                     | 5273                          | 14                   |
| 2                           | MAINTENANCE SUPERVISOR                                       | 5771                          | 16                   |
| 1                           | PAINTER LEADER   | 5226                          | 15                   |
| 1                           | SUPERINTENDENT   | 5763                          | 24                   |
| <hr/> <b>23.0</b>           | <b>Total Positions</b>                                       |                               |                      |
| <b>0.1</b>                  | <b>Less adjustment for Vacancies and Part-Time Employees</b> |                               |                      |
| <hr/> <b>22.9</b>           | <b>Full-Time Equivalents</b>                                 |                               |                      |

**FISCAL YEAR 2004 BUDGET**

**Department Revenue Summary**

**Fund Name** : Fire Reconstruction  
**Department Name** : Building Services  
**Fund/Department No.** : 117 / 25

| Source                         | Description          | Program Org | Program Name        | FY2003 Budget    | FY2003 Estimate  | FY2004 Budget           |
|--------------------------------|----------------------|-------------|---------------------|------------------|------------------|-------------------------|
| 8825                           | Recoveries & Refunds | 1445        | Fire Reconstruction | 2,000,000        | 1,997,436        | <b>2,000,000</b>        |
| 8835                           | Prior Year Revenue   | 1445        | Fire Reconstruction | 0                | 255,773          | <b>121,607</b>          |
| <b>Total Building Services</b> |                      |             |                     | <u>2,000,000</u> | <u>2,253,209</u> | <u><b>2,121,607</b></u> |

**FISCAL YEAR 2004 BUDGET**

**Fund Name** : Fire Reconstruction  
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| ACCT                                    | DESCRIPTION                           | FY2002<br>Actual | FY2003<br>Budget | FY2003<br>Estimate | FY2004<br>Budget |
|---|---------------------------------------|------------------|------------------|--------------------|------------------|
| 1100                                    | Salary-Base Pay-Civilian              | 515,484          | 640,690          | 555,025            | 701,986          |
| 1110                                    | Premium Pay-Civilian                  | 43               | 0                | 0                  | 0                |
| 1113                                    | Bilingual Pay-Civilian                | 35               | 0                | 0                  | 0                |
| 1120                                    | Overtime-Civilian                     | 17,911           | 50,000           | 30,000             | 30,000           |
| 1130                                    | Termination Pay-Civilian              | 3,705            | 0                | 237                | 0                |
| 1135                                    | Pension-Civilian                      | 53,177           | 64,067           | 58,311             | 70,197           |
| 1140                                    | Social Security-Civilian              | 39,902           | 52,841           | 44,547             | 55,996           |
| 1145                                    | Health/Life Ins Active Civilian       | 89,985           | 135,868          | 101,754            | 136,328          |
| 1405                                    | Workers Compensation-Civilian         | 4,285            | 5,000            | 3,895              | 5,000            |
| 1420                                    | Long Term Disability                  | 1,224            | 2,000            | 1,821              | 2,000            |
| <b>Total Personnel Services</b>         |                                       | <b>725,751</b>   | <b>950,466</b>   | <b>795,590</b>     | <b>1,001,507</b> |
| 2200                                    | Construction Materials                | 181,983          | 110,100          | 112,369            | 120,000          |
| 2205                                    | Electrical Hardware & Parts           | 88,364           | 50,000           | 81,916             | 50,000           |
| 2210                                    | Mechanical Hardware & Parts           | 14,897           | 15,000           | 9,167              | 20,000           |
| 2211                                    | Meters, Hydrants & Plumb Supplies     | 23,763           | 20,000           | 20,000             | 30,000           |
| 2300                                    | Audio-Visual Supplies                 | 0                | 400              | 351                | 500              |
| 2305                                    | Computer Supplies                     | 420              | 200              | 200                | 500              |
| 2306                                    | Paper & Printing Supplies             | 0                | 100              | 100                | 500              |
| 2315                                    | Publications & Printed Materials      | 0                | 200              | 227                | 500              |
| 2325                                    | Miscellaneous Office Supplies         | 2,247            | 5,600            | 2,000              | 5,000            |
| 2600                                    | Fuel                                  | 4,806            | 5,000            | 5,134              | 5,000            |
| 2605                                    | Vehicle Repair & Maint Suppl          | 507              | 3,000            | 1,427              | 3,000            |
| 2701                                    | Clothing                              | 1,978            | 1,000            | 1,813              | 2,000            |
| 2709                                    | Small Tools & Minor Equipment         | 245              | 3,000            | 0                  | 3,000            |
| 2738                                    | Miscellaneous Parts & Supplies        | 51,076           | 80,000           | 101,471            | 80,000           |
| <b>Total Supplies</b>                   |                                       | <b>370,286</b>   | <b>293,600</b>   | <b>336,175</b>     | <b>320,000</b>   |
| 3100                                    | Janitorial Services                   | 2,314            | 6,700            | 6,000              | 5,000            |
| 3107                                    | Temporary Personnel Services          | 30,483           | 0                | 0                  | 0                |
| 3307                                    | Architectural Services                | 49,517           | 80,000           | 80,000             | 100,000          |
| 3405                                    | Vehicle/Equipment Rental/Lease        | 0                | 2,000            | 0                  | 500              |
| 3420                                    | Other Rental                          | 4,370            | 2,000            | 0                  | 500              |
| 3510                                    | Telephone                             | 265              | 0                | 0                  | 0                |
| 3525                                    | Refuse Disposal                       | 5,312            | 10,400           | 10,384             | 10,000           |
| 3600                                    | Building Maintenance Services         | 521,071          | 574,900          | 614,000            | 600,000          |
| 3605                                    | Land and Grounds Maintenance          | 16,275           | 15,000           | 11,804             | 10,000           |
| 3626                                    | Vehicle & Motor Equip Services        | 14,086           | 10,000           | 10,000             | 10,000           |
| 3635                                    | Other Equipment Services              | 19,803           | 0                | 0                  | 1,000            |
| 3805                                    | Printing & Reproduction Svcs          | 0                | 1,000            | 0                  | 500              |
| 3812                                    | Structural Construction Work Services | 17,124           | 5,000            | 2,000              | 2,000            |
| 3813                                    | Other Construction Work Services      | 0                | 2,000            | 0                  | 1,000            |
| 3830                                    | State/Federal Inspection Fees         | 0                | 1,000            | 670                | 1,500            |
| 3895                                    | Misc Other Services & Charges         | 5,312            | 10,000           | 10,000             | 10,000           |
| 3900                                    | Education & Training                  | 450              | 500              | 813                | 900              |
| 3905                                    | Membership & Professional Fees        | 0                | 0                | 0                  | 1,100            |
| 3970                                    | Freight Charges                       | 0                | 100              | 0                  | 100              |
| <b>Total Other Services and Charges</b> |                                       | <b>686,382</b>   | <b>720,600</b>   | <b>745,671</b>     | <b>754,100</b>   |

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| ACCT                            | DESCRIPTION                 | FY2002<br>Actual | FY2003<br>Budget | FY2003<br>Estimate | FY2004<br>Budget |
|---------------------------------|-----------------------------|------------------|------------------|--------------------|------------------|
| 4467                            | Furniture & Fixtures        | 8,528            | 30,000           | 0                  | 0                |
| 4470                            | Appliances & Apparatus      | 4,275            | 36,000           | 10,000             | 36,000           |
| 4479                            | Electrical Equip & Lighting | 4,878            | 100,000          | 100,000            | 0                |
| 4494                            | Other Equipment             | 0                | 10,000           | 10,000             | 10,000           |
| <b>Total Equipment</b>          |                             | 17,681           | 176,000          | 120,000            | 46,000           |
| <b>Grand Total Expenditures</b> |                             | <b>1,800,100</b> | <b>2,140,666</b> | <b>1,997,436</b>   | <b>2,121,607</b> |