

DEDICATED DRAINAGE AND STREET RENEWAL FUND

Description and Mission

The Dedicated Drainage & Street Renewal Fund (DDSRF) shall be established beginning 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.

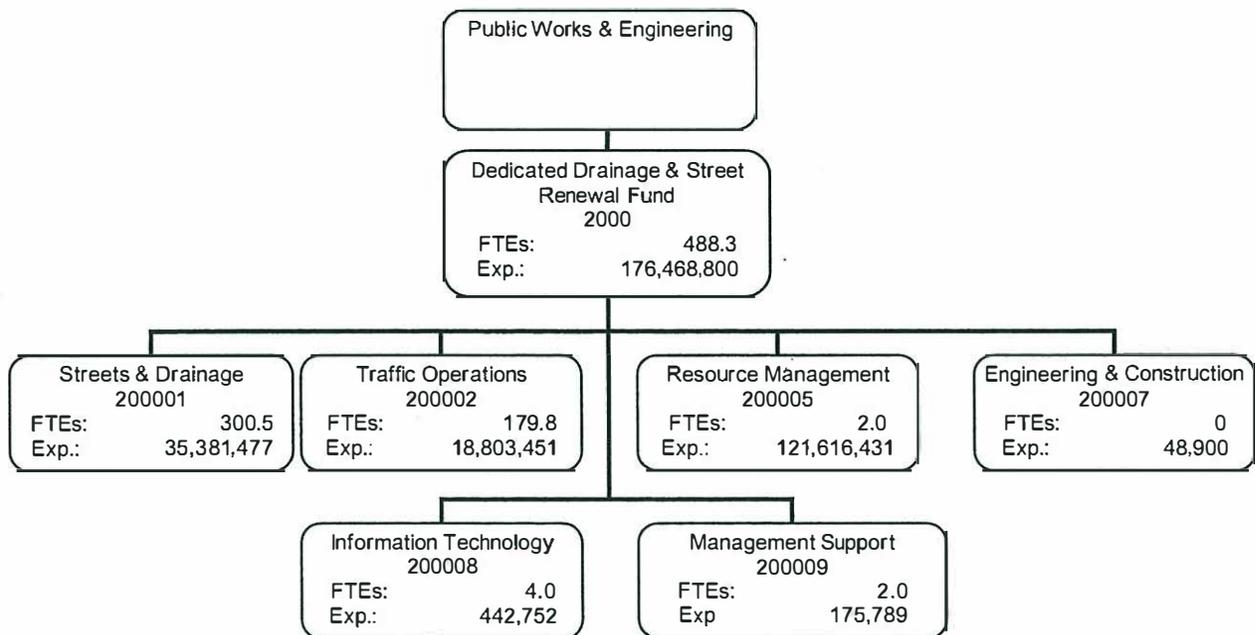
Department Short Term Goals

- Community involvement
 - Adopt-a-ROW
 - Meet all our Performance Measures as indicated in the budget book
- Maintain the overlay lane miles at 140
- Preventive maintenance on traffic signals, school beacons and freeway lighting
- Successfully implement drainage billing

Department Long Term Goals

- Be responsive to the requests of the public - 311 Houston Service Helpline
- Be efficient and provide quality service in our daily operation
- Compliance with Federal Highway Administration recommended guidelines
- Develop and train Traffic Operations personnel
- Meet our budget requirements
- Ensure ongoing effective communication, billing accuracy and processing of drainage charges

Organization





FISCAL YEAR 2012 BUDGET

Fund Summary

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

	<u>FY2011 Current Budget</u>	<u>FY2011 Estimate</u>	<u>FY2012 Budget</u>
Beginning Fund Balance	0	0	0
Revenues	0	0	235,954,500
Expenditures	0	0	176,468,800
Revenues Over/(Under) Expenditures	<u>0</u>	<u>0</u>	<u>59,485,700</u>
Ending Fund Balance	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>59,485,700</u></u>

Fund Balance Distribution:

Non-Spendable	0	0	0
Restricted	0	0	59,485,700
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2011 Budget, the FY2011 Estimate, and the FY2012 Budget for the Dedicated Drainage & Street Renewal Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

FISCAL YEAR 2012 BUDGET

Business Area Budget Summary

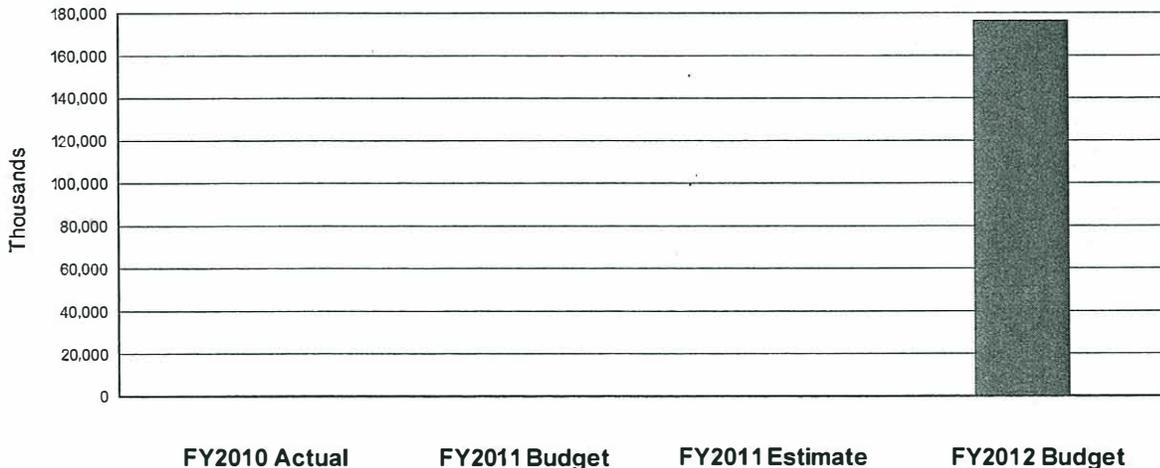
Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2310 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	0	0	29,746,400
	Supplies	0	0	0	14,094,800
	Other Services and Charges	0	0	0	12,959,300
	Equipment	0	0	0	2,039,900
	Non-Capital Equipment	0	0	0	30,000
	Total M & O Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>58,870,400</u>
	Debt Service & Other Uses	0	0	0	117,598,400
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>176,468,800</u>
Revenues	0	0	0	235,954,500	
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	488.3
	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	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>488.3</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	29.5

Significant Budget Changes and Highlights

- o Newly effective drainage charge revenue as of July 1, 2011, to the DDSRF, in support of pay-as-you-go drainage, street and traffic, capital and operational needs.
- o Construction of Timber and Concrete Culvert Bridges and structures.
- o Continuation of 140 lane miles in the Overlay Program.
- o Continuation of the Metro reimbursements for asphalt tonnage, street resurfacing, street maintenance, concrete repair, bridge maintenance, signal maintenance, signal engineering and traffic operation (total \$50 Million from METRO).
- o Conversion of Traffic Signal Maintenance program related to light rail from METRO to City of Houston Traffic Operation.
- o Provide a dedicated customer service operation for drainage charge customers.
- o Serve as a pass through fund for all CIP projects related to drainage and streets.

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



FISCAL YEAR 2012 BUDGET

Division Mission and Performance Measures			
Fund Name : Dedicated Drainage & Street Renewal Fund Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 2310 / 2000			
Name: Streets and Drainage Division -- 200001			
Mission: Deliver quality services, in a safe and timely manner, that provide for the smooth operation and high-level maintenance of public infrastructure in the City's right-of-way.			
Goal: 1. Be responsive to the requests of the public - 311 Houston Service Helpline . 2. Be efficient and provide quality services in our daily operation. 3. Meet our performance measures.			
Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Skin patching tonnage	N/A	N/A	16,000
Bridge maintenance cycles	N/A	N/A	5,350
Concrete st. repair (CuFt)	N/A	N/A	262,000
Bridges replaced	N/A	N/A	8
Overlay lane miles	N/A	N/A	140
Name: Traffic Operations Division -- 200002			
Mission: Operates and maintains Houston's traffic control systems according to City codes in a coordinated manner to provide increased mobility; and we do so responsively, effectively, and efficiently to serve our citizens.			
Goal: Compliance with Federal Highway Administration recommended guidelines.			
Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Sign completed in 14 days	N/A	N/A	90%
Program signal maintenance	N/A	N/A	5,100
Signal optimization	N/A	N/A	1,000
Traffic plan review (2wks)	N/A	N/A	90%
Pavement markings (LFT)	N/A	N/A	7,000,000
Name: Resource Management Branch -- 200005			
Mission: Accurately bill and provide customer service for the ReBuild Houston drainage charge.			
Goal: Ensure effective communication, billing accuracy, and processing of drainage charges.			
Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Call answered within 5 min	N/A	N/A	80%

FISCAL YEAR 2012 BUDGET

Division Mission and Performance Measures			
Fund Name : Dedicated Drainage & Street Renewal Fund Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 2310 / 2000			
Name: Engineering and Construction -- 200007			
Mission: Design and construct Houston's public infrastructure so that quality capital projects are delivered timely, within budget, and with minimum inconvenience to the public, while protecting the public health, safety, and welfare of citizens.			
Goal: Enhance project delivery through improved process and increased consistency in practice.			
Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Manage funds to purchase vehicles	N/A	N/A	100%
Name: IT Division -- 200008			
Mission: Provide and maintain technology solutions to support planning, design, construction, operation, and maintenance of the public infrastructure systems and administration for the Department of Public Works & Engineering while maintaining high availability, response time, data accuracy and integrity to our customers.			
Goal: Provide support with mainframe, desktop, software application, programming, and other pertinent technology related to this Fund.			
Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Enterprise system availability	N/A	N/A	99.99%
System availability	N/A	N/A	99.99%
Name: Management Support Branch -- 200009			
Mission: Reduce workers' compensation claims; conduct field inspection surveys; provide training support and statistical analysis reporting; and manage National Pollutant Discharge Elimination System (NPDES) Permit compliance issues relating to spill response.			
Goal: Provision of 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.			
Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
PWE employees trained	N/A	N/A	2,000
Crew surveys	N/A	N/A	2,000
Facility inspections	N/A	N/A	115
Accident investigation	N/A	N/A	100%
Tailgates	N/A	N/A	14,000

FISCAL YEAR 2012 BUDGET

Division Summary						
Fund Name : Dedicated Drainage & Street Renewal Fund Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 2310 / 2000						
Division Description	FY2010 Actual		FY2011 Estimate		FY2012 Budget	
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
Streets and Drainage Division 200001 Street and Bridge - maintain a smooth riding surface free of obstacles and debris.	0.0	0	0.0	0	300.5	35,381,477
Traffic Operations Division 200002 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; conducting studies involving speed zones, traffic counts, stop signs warrants, street lighting installations and parking.	0.0	0	0.0	0	179.8	18,803,451
Resource Management Branch 200005 Provide customer billing and support; manage fund transfers for CIP projects.	0.0	0	0.0	0	2.0	121,616,431
Engineering and Construction 200007 Responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five year CIP plan.	0.0	0	0.0	0	0.0	48,900
IT Division 200008 Provide support of the Integrated Land Management Support (ILMS) and subsystems that support the permitting, plan review process, and inspection process.	0.0	0	0.0	0	4.0	442,752

FISCAL YEAR 2012 BUDGET

Division Summary							
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Division Description	FY2010 Actual		FY2011 Estimate		FY2012 Budget		
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$	
Management Support Branch 200009 Provision of 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.	0.0	0	0.0	0	2.0	175,789	
Total	0.0	0	0.0	0	488.3	176,468,800	

FISCAL YEAR 2012 BUDGET

Business Area Roster Summary

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

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	0.0	1.0	1.0
ADMINISTRATION MANAGER	26	0.0	2.0	2.0
ADMINISTRATIVE AIDE	10	0.0	3.0	3.0
ADMINISTRATIVE ASSISTANT	17	0.0	9.0	9.0
ADMINISTRATIVE ASSOCIATE	13	0.0	13.0	13.0
ADMINISTRATIVE COORDINATOR	24	0.0	2.0	2.0
ADMINISTRATIVE SPECIALIST	20	0.0	2.0	2.0
ADMINISTRATIVE SUPERVISOR	22	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXE LEV)	32	0.0	3.0	3.0
ASSISTANT ELECTRICAL SUPERVISOR	22	0.0	1.0	1.0
BUYER	16	0.0	1.0	1.0
CARPENTER	14	0.0	4.0	4.0
CEMENT FINISHER	11	0.0	3.0	3.0
CEMENT FINISHER SUPERVISOR	15	0.0	2.0	2.0
CUSTODIAN	4	0.0	1.0	1.0
CUSTOMER SERVICE REP. I	13	0.0	3.0	3.0
CUSTOMER SERVICE REP. II	15	0.0	2.0	2.0
CUSTOMER SERVICE REP. III	16	0.0	2.0	2.0
CUSTOMER SERVICE SUPERVISOR	18	0.0	3.0	3.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	0.0	1.0	1.0
DEPUTY DIRECTOR-PUBLIC WORKS	36	0.0	2.0	2.0
ELECTRICAL ESTIMATOR	23	0.0	3.0	3.0
ELECTRICAL SUPERINTENDENT	26	0.0	1.0	1.0
ELECTRICAL SUPERVISOR	24	0.0	2.0	2.0
ELECTRICIAN	18	0.0	28.0	28.0
ENGINEER	26	0.0	1.0	1.0
EQUIPMENT WORKER	13	0.0	92.0	92.0
FIELD SUPERVISOR	17	0.0	29.0	29.0
GENERAL SUPERINTENDENT	21	0.0	1.0	1.0
GRADUATE ENGINEER	22	0.0	7.0	7.0
INSPECTOR	18	0.0	5.0	5.0
INSTRUMENT PERSON	11	0.0	1.0	1.0
IRON WORKER	13	0.0	3.0	3.0
LABORER	4	0.0	86.0	86.0
MANAGEMENT ANALYST IV	25	0.0	1.0	1.0
MESSENGER	6	0.0	1.0	1.0
MICROCOMPUTER ANALYST	20	0.0	1.0	1.0
OFFICE SUPERVISOR	17	0.0	1.0	1.0
PAINTER	11	0.0	4.0	4.0
PAVING ASSESSMENT SPECIALIST	16	0.0	2.0	2.0
PROCUREMENT SPECIALIST	24	0.0	1.0	1.0
PROJECT MANAGER	24	0.0	2.0	2.0
PROJECT TECHNICIAN III	17	0.0	3.0	3.0
PROJECT TECHNICIAN IV	20	0.0	5.0	5.0
PUBLIC WORKS MAINTENANCE MANAGER	29	0.0	5.0	5.0
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	0.0	10.0	10.0
SAFETY OFFICER	21	0.0	1.0	1.0
SAFETY SUPERVISOR	24	0.0	1.0	1.0
SEMI-SKILLED LABORER	6	0.0	25.0	25.0
SENIOR BUYER	22	0.0	1.0	1.0
SENIOR DATA ENTRY OPERATOR	12	0.0	3.0	3.0
SENIOR DISPATCHER	12	0.0	6.0	6.0

FISCAL YEAR 2012 BUDGET

Business Area Roster Summary

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

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR GIS TECHNICIAN	17	0.0	1.0	1.0
SENIOR INSPECTOR	22	0.0	3.0	3.0
SENIOR INVENTORY MANAGEMENT CLERK	12	0.0	3.0	3.0
SENIOR PAYROLL CLERK	13	0.0	2.0	2.0
SENIOR PROJECT MANAGER	27	0.0	3.0	3.0
SENIOR TRAFFIC ANALYST	13	0.0	7.0	7.0
SIGN PROCESSOR	9	0.0	6.0	6.0
STAFF ANALYST	26	0.0	1.0	1.0
STUDENT INTERN II	10	0.0	2.0	2.0
SUPERVISING ENGINEER	29	0.0	4.0	4.0
SYSTEMS CONSULTANT	26	0.0	1.0	1.0
SYSTEMS SUPPORT ANALYST II	19	0.0	1.0	1.0
TECHNICAL HARDWARE ANALYST I	17	0.0	13.0	13.0
TECHNICAL HARDWARE ANALYST II	21	0.0	7.0	7.0
TECHNICAL HARDWARE ANALYST III	23	0.0	4.0	4.0
TRAFFIC ANALYST	7	0.0	2.0	2.0
TRAFFIC SIGNAL SUPERVISOR	22	0.0	4.0	4.0
TRUCK DRIVER	6	0.0	48.0	48.0
Total FTEs		0.0	505.0	505.0
Less adjustment for Civilian Vacancy Factor		0.0	16.7	16.7
Full-Time Equivalents		0.0	488.3	488.3

FISCAL YEAR 2012 BUDGET

Business Area Revenue Summary

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

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000010002	PWE - Street Maintenance			
422150	Intergovernmental Revenue - Metro	0	0	33,264,300
2000010003	PWE - Street Resurfacing			
434335	Recover Damage-Infrastructure	0	0	29,000
434515	Street Milling Sale Earnings	0	0	800,000
Total	PWE - Street Resurfacing	0	0	829,000
2000010018	PWE - Special Project			
424110	Other Interfund Services	0	0	1,425,000
2000020003	PWE - Signs and Marking Maintenance			
421400	Miscellaneous Sign Fees	0	0	16,800
434335	Recover Damage-Infrastructure	0	0	20,400
Total	PWE - Signs and Marking Maintenance	0	0	37,200
2000020004	PWE - Signal Maintenance			
422150	Intergovernmental Revenue - Metro	0	0	17,335,700
426290	Other Service Charges	0	0	81,500
426390	Misc. Services to Other Agencies	0	0	385,800
434205	Sale of Scrap Metal	0	0	10,000
Total	PWE - Signal Maintenance	0	0	17,813,000
2000020007	PWE - Mobility Permitting			
421310	Mobility Permits	0	0	995,600
2000050002	PWE - Financial Management			
422140	Metro Grant Awards	0	0	54,590,400
423010	Other Grant Awards	0	0	2,000,000
424190	Interfund Drainage Fee	0	0	9,173,900
426500	Drainage Charge Revenue	0	0	115,826,100
Total	PWE - Financial Management	0	0	181,590,400
Total	Public Works & Engineering	0	0	235,954,500

FISCAL YEAR 2012 BUDGET

Business Area Expenditure Summary

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

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	0	0	0	18,356,177
500060	Overtime - Civilian	0	0	0	1,705,874
500090	Premium Pay - Civilian	0	0	0	119,538
500110	Bilingual Pay - Civilian	0	0	0	4,590
501050	Employee Awards	0	0	0	3,500
501070	Pension - Civilian	0	0	0	3,304,104
501120	Termination Pay - Civilian	0	0	0	259,000
501160	Vehicle Allowance - Civilian	0	0	0	8,410
502010	FICA - Civilian	0	0	0	1,537,723
503010	Health Ins-Act Civilian	0	0	0	3,760,174
503015	Basic Life Insurance - Active Civilian	0	0	0	10,825
503060	Long Term Disability-Civilian	0	0	0	41,573
503090	Workers Compensation-Civilian-Admin	0	0	0	97,781
503100	Workers Compensation-Civilian-Claim	0	0	0	458,374
504030	Unemployment Claims - Administration	0	0	0	78,757
Total	Personnel Services	0	0	0	29,746,400
511010	Chemical Gases & Special Fluids	0	0	0	23,900
511015	Cleaning & Sanitary Supplies	0	0	0	30,700
511020	Construction Materials	0	0	0	10,371,900
511025	Electrical Hardware & Parts	0	0	0	1,248,700
511030	Mechanical Hardware & Parts	0	0	0	1,600
511045	Computer Supplies	0	0	0	39,400
511050	Paper & Printing Supplies	0	0	0	18,700
511055	Publications & Printed Materials	0	0	0	4,000
511060	Postage	0	0	0	374,500
511070	Miscellaneous Office Supplies	0	0	0	59,300
511085	Drugs & Medical Chemicals	0	0	0	500
511090	Medical & Surgical Supplies	0	0	0	6,300
511110	Fuel	0	0	0	1,416,300
511115	Vehicle Repair & Maintenance Supplies	0	0	0	27,800
511120	Clothing	0	0	0	135,900
511125	Food Supplies	0	0	0	15,800
511140	Landscaping & Gardening Supplies	0	0	0	8,700
511145	Small Tools & Minor Equipment	0	0	0	122,300
511150	Miscellaneous Parts & Supplies	0	0	0	188,500
Total	Supplies	0	0	0	14,094,800
520100	Temporary Personnel Services	0	0	0	2,221,100
520101	Janitorial Services	0	0	0	20,400
520107	Computer Info/Contr	0	0	0	56,000
520108	Information Resource Services	0	0	0	24,500
520109	Medical Dental & Laboratory Services	0	0	0	11,900
520110	Management Consulting Services	0	0	0	20,800
520114	Miscellaneous Support Services	0	0	0	10,100
520115	Real Estate Lease/Office Rental	0	0	0	355,800
520118	Refuse Disposal	0	0	0	227,700
520119	Computer Equipment/Software Maintenance	0	0	0	244,700
520120	Communications Equipment Services	0	0	0	25,000
520121	IT Application Svcs	0	0	0	286,300
520123	Vehicle & Motor Equipment Services	0	0	0	3,919,800
520124	Other Equipment Services	0	0	0	7,500
520126	Construction Site Work Services	0	0	0	22,500
520136	Billing & Collection Services	0	0	0	114,000
520141	Engineering Services	0	0	0	82,000
520157	Computer Software Maintenance Services	0	0	0	247,000
520510	Mail/Delivery Services	0	0	0	95,400
520515	Print Shop Services	0	0	0	4,700

FISCAL YEAR 2012 BUDGET

Business Area Expenditure Summary

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

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520520	Printing & Reproduction Services	0	0	0	4,000
520605	Advertising Services	0	0	0	500
520705	Insurance Fees	0	0	0	36,900
520765	Membership & Professional Fees	0	0	0	25,300
520805	Education & Training	0	0	0	108,900
520905	Travel - Training Related	0	0	0	11,500
520910	Travel - Non-Training Related	0	0	0	400
521405	Building Maintenance Services	0	0	0	118,300
521410	Sewer Services	0	0	0	28,700
521415	Land and Grounds Maintenance	0	0	0	20,000
521420	Infrastructure Maintenance Service	0	0	0	2,058,300
521505	Electricity	0	0	0	382,500
521510	Natural Gas	0	0	0	23,100
521605	Data Services	0	0	0	104,700
521610	Voice Services	0	0	0	350,500
521620	Voice Equipment	0	0	0	10,100
521625	Voice Labor	0	0	0	10,600
521630	GIS Revolving Fund Services	0	0	0	100,100
521705	Vehicle/Equipment Rental/Lease	0	0	0	57,200
521715	Office Equipment Rental	0	0	0	42,100
521730	Parking Space Rental	0	0	0	91,300
521905	Legal Services	0	0	0	1,300
521910	Legal Svcs - Crt Report	0	0	0	700
522305	Freight Charges	0	0	0	1,000
522430	Miscellaneous Other Services & Charges	0	0	0	48,900
522720	Interfund Payroll Services	0	0	0	61,900
522721	Interfund HR Client Services	0	0	0	373,700
522722	KRONOS Service Chargeback	0	0	0	16,200
522723	Drainage Fee Service Chargeback	0	0	0	6,200
522735	Interfund Communication Equipment Repair	0	0	0	115,500
522775	Interfund Utility Services	0	0	0	577,700
522795	Other Interfund Services	0	0	0	174,000
Total	Other Services and Charges	0	0	0	12,959,300
560210	Furniture Fixtures and Equipment	0	0	0	130,000
560220	Vehicles	0	0	0	1,309,900
560230	Computer HW and Developed SW	0	0	0	600,000
Total	Equipment	0	0	0	2,039,900
551010	Non-Capital Office Furniture & Equipment	0	0	0	2,800
551015	Non-Capital Computer Equipment	0	0	0	27,200
Total	Non-Capital Equipment	0	0	0	30,000
531110	Commercial Paper Agent Fees	0	0	0	1,800,000
532020	Transfers to Capital Projects	0	0	0	112,909,000
532025	Transfers to Special Revenues	0	0	0	2,889,400
Total	Debt Service and Other Uses	0	0	0	117,598,400
Grand Total Expenditures		0	0	0	176,468,800