PUBLIC WORKS AND ENGINEERING

Department Description and Mission

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

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

Street & Drainage (formerly known as Right-of-Way Division), Traffic Operations (formerly known as Traffic & Transportation Division), Management Support (formerly known as Human Resources) and Information Technology Divisions were moved to the Dedicated Drainage and Street Renewal Fund (Fund 2310) in FY2012.

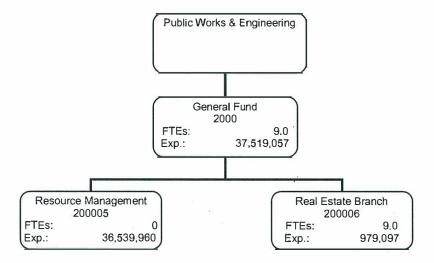
Department Short Term Goals

- Implement streamlined easement abandonment process.
- Generate revenues related to the Sale of Streets and Easements.
- Timely processing of JRC transaction activities assigned to the department.

Department Long Term Goals

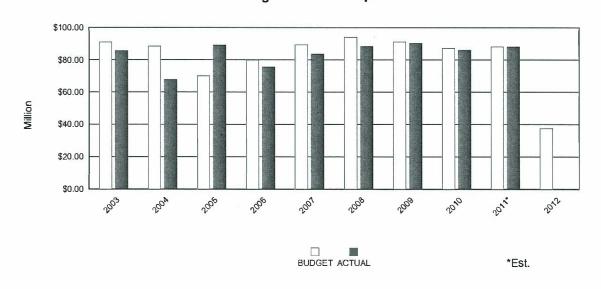
- Continue to convert paper reports and records to scanned and electronic media.
- Continue to track progress and effectiveness of the new appraiser selection process for sales of City land/interests.

Department Organization



Business A	rea Budget Summary				
Fund Name Business Ar Fund No./Bu	: General Fund rea Name : Public Works & Engineering us. Area No. : 1000 / 2000	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
	Personnel Services	28,180,762	29,033,573	28,408,268	739,620
	Supplies	11,720,465	11,936,879	12,803,056	12,200
	Other Services and Charges	44,316,745	44,260,348	44,011,656	34,948,537
	Equipment	0	30,000	37,820	0
	Non-Capital Equipment	12,538	51,368	51,368	0
Expenditures	Total M & O Expenditures	84,230,510	85,312,168	85,312,168	35,700,357
	Debt Service & Other Uses	1,803,891	2,898,203	2,898,203	1,818,700
	Total Expenditures	86,034,401	88,210,371	88,210,371	37,519,057
Revenues		39,091,924	53,052,355	52,662,894	3,672,300
	Full-Time Equivalents - Civilian	498.5	502.1	472.2	9.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
Staffing	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	498.5	502.1	472.2	9.0
	Full-Time Equivalents - Overtime	30.5	30.4	34.5	0.0
Significant Budget Changes and Highlights	o Right of Way, Traffic Operations, Information To the Dedicated Drainage and Street Renewal Fu o Planning and Development Division will continu process for sale of City land/interest in coopera o Resource Management Division budget of \$36. electricity, debt services associated with the LE payment of the Buffalo Bayou maintenance con	e to track progres tion with the Gene 5M includes: \$34. D Traffic Signal pi	on 2012. Source and effectiveness of all Services Depart The for Street Light are project and other equ	of the appraisa ment. and Traffic Sign	l selection al

Public Works & Engineering Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name

General Fund

Business Area Name

Public Works & Engineering

Fund No./Bus Area No. :

1000 / 2000

Name: Right of Way Maintenance -- 200001

Mission: Manages various areas, such as street maintenance and resurfacing, bridge maintenance and replacement and

concrete repair. This function was moved to Fund 2310, the new Dedicated Drainage and Street Renewal Fund, in

FY2012.

Goal: See Fund 2310 for the FY2012 Goal.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Programs managed	100%	100%	N/A
Pothole & skin patch (tns)	16,000	16,000	N/A
Overlay (lane miles)	193	140	N/A
Work order completed	4,900	5,350	N/A

Name: Traffic Operations -- 200002

Mission: Improve quality of life for the citizens within the City of Houston by installation, maintenance of various types of pavement marking and signals associated with traffic control and pedestrian safety. This function was moved to Fund 2310, the new Dedicated Drainage and Street Renewal Fund, in FY2012.

Goal: See Fund 2310 for the FY2012 Goal.

Performance Measures	FY2010 Actual	FY20 11 Estimate	FY2012 Budget
Traffic investigations	. 2,700	2,800	N/A
Permits issued	5,630	6,210	N/A
Lighting fixtures relamped	16,010	15,000	N/A
			*_

Name: Resource Management -- 200005

Mission: Pay the electricity, debt service and other costs.

Goal: Report utility cost billed by General Services Department.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Program supported New street lights	100%	100%	100%
authorized	550	650	700
		,	

Division Mission and Performance Measures

Fund Name General Fund

Public Works & Engineering Business Area Name

Fund No./Bus Area No. : 1000 / 2000

Name: Planning and Development -- 200006

Mission: Track progress and effectiveness of the new appraiser selection process for sales of City land and interests in

cooperation with the General Services Department.

Goal: Generate revenue; process JRC transaction activities assigned to the department timely.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Street/Land sale revenues	\$3,574,884	\$450,000	\$2,900,000

Name: Information Technology Group -- 200008

Mission: Construct and maintain the most innovative, reliable and cost-effective technological solutions available for the public infrastructure systems and administration of the Department of Public Works & Engineering, while providing users with secured data, prompt response and high availability. This function was moved to Fund 2310, the new

Dedicated Drainage and Street Renewal Fund, in FY2012.

Goal: See Fund 2310 for the FY2012 Goal.

Performance Measures		FY2010 Actual	FY2011 Estimate	FY2012 Budget
Server availability down time less than 1% Mainframe system avail.	ñ	99%	99%	N/A
downtime less than 1%		99%	99%	N/A
	v I	¥		

Name: Management Support Branch -- 200009

Mission: Provide professional services to employees in the areas of health and safety, respond and support in emergencies created by natural or man-made disasters. This function was moved to Fund 2310, the new Dedicated Drainage and Street Renewal Fund, in FY2012.

Goal: See Fund 2310 for the FY2012 Goal.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Employees trained	1,986	2,000	N/A
Crew surveys	1,796	2,396	N/A
Facility inspections	95	115	N/A
Accident investigations	100%	100%	N/A
Tailgates	12,356	14,000	N/A
		l I	

Division Summary

Fund Name : General Fund

Business Area Name : Public Works & Engineering

Fund No. /Bus Area No. : 1000 / 2000

Division		FY20	10 Actual	FY20	11 Estimate	FY201	2 Budget
Description		FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
Right of Way Maintenance	200001						
This division moved to the new Dedicated D Street Renewal Fund (Fund 2310) in FY2012		302.6	30,929,762	281.3	31,919,179	0.0	0
					=		
Traffic Operations	200002						
This division moved to the new Dedicated Description Street Renewal Fund (Fund 2310) in FY2012		183.7	17,391,292	176.4	17,375,369	0.0	0
*							
Resource Management	200005		-				
Pay the electricity, debt service and other co	ests.	0.1	36,473,710	0.0	37,333,209	0.0	36,539,960
Planning and Development	200006						
Sell City-owned properties and interests. Ha matters pertaining to the abandonment, sale exchange of streets, alleys or easements. Hatters pertaining to granting of building encroachments into streets and alleys.	and/or	10.4	1,086,719	8.8	1,028,451	9.0	979,097
Information Technology Group	200008						
This division moved to the new Dedicated D Street Renewal Fund (Fund 2310) in FY2012	rainage and	0.0	0	3.9	411,491	0.0	0
				ı			

Division Summary

Fund Name

: General Fund

Business Area Name : Public Works & Engineering

Fund No./Bus Area No. : 1000 / 2000

Division	FY20	10 Actual	FY201	1 Estimate	FY2012	2 Budget
Description	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
Management Support Branch 2000	09					
This division moved to the new Dedicated Drainage and Street Renewal Fund (Fund 2310) in FY2012.	d 1.7	152,918	1.8	142,672	0.0	(
Total	409.5	96 024 401	472.2	00 210 271		27 540 05
Total	498.5	86,034,401	472.2	88,210,371	9.0	37,519,05
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Business Area Roster Summary

Fund Name : General Fund

Business Area Name : Public Works & Engineering

Fund No./Bus Area No. : 1000 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	1.0	0.0	(1.0)
ADMINISTRATION MANAGER	26	2.0	0.0	(2.0)
ADMINISTRATIVE AIDE	10	4.0	0.0	(4.0)
ADMINISTRATIVE ASSISTANT	17	11.0	1.0	(10.0)
ADMINISTRATIVE ASSOCIATE	13	12.0	1.0	(11.0)
ADMINISTRATIVE COORDINATOR	24	2.0	0.0	(2.0)
ADMINISTRATIVE SPECIALIST	20	2.0	0.0	(2.0)
ADMINISTRATIVE SUPERVISOR	22	4.0	0.0	(4.0)
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	0.0	(2.0)
ASSISTANT ELECTRICAL SUPERVISOR	22	1.0	0.0	(1.0)
ASSISTANT REAL ESTATE ANALYST	17	2.0	1.0	(1.0)
ASSISTANT REAL ESTATE MANAGER	26	1.0	1.0	(1.0)
BUYER	16	1.0	0.0	(1.0)
CARPENTER	14	4.0	0.0	(4.0)
CEMENT FINISHER	11	3.0	0.0	
CEMENT FINISHER SUPERVISOR	15			(3.0)
CONTRACT ADMINISTRATOR	22	2.0	0.0 0.0	(2.0)
	4	1.0		(1.0)
CUSTODIAN CUSTOMER SERVICE REP. I		1.0	0.0	(1.0)
	13	2.0	0.0	(2.0)
CUSTOMER SERVICE REP. II	15	2.0	0.0	(2.0)
CUSTOMER SERVICE REP. III	16	1.0	0.0	(1.0)
CUSTOMER SERVICE SUPERVISOR	18	2.0	0.0	(2.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	0.0	(1.0)
DEPUTY DIRECTOR (EXE LEV)	34	1.0	0.0	(1.0)
DEPUTY DIRECTOR-PUBLIC WORKS	36	1.0	0.0	(1.0)
ELECTRICAL ESTIMATOR	23	3.0	0.0	(3.0)
ELECTRICAL SUPERVISOR	24	1.0	0.0	(1.0)
ELECTRICIAN	18	31.0	0.0	(31.0)
ENGINEER	26	2.0	0.0	(2.0)
EQUIPMENT WORKER	13	91.0	0.0	(91.0)
FIELD SUPERVISOR	17	29.0	0.0	(29.0)
GENERAL SUPERINTENDENT	21	1.0	0.0	(1.0)
GRADUATE ENGINEER	22	7.0	0.0	(7.0)
INSPECTOR	18	5.0	0.0	(5.0)
INSTRUMENT PERSON	11	1.0	0.0	(1.0)
IRON WORKER	13	3.0	0.0	(3.0)
LABORER	4	89.0	0.0	(89.0)
MANAGEMENT ANALYST II	18	1.0	0.0	(1.0)
MANAGEMENT ANALYST III	21	1.0	0.0	(1.0)
MESSENGER	6	1.0	0.0	(1.0)
PAINTER	11	4.0	0.0	(4.0)
PAVING ASSESSMENT SPECIALIST	16	2.0	0.0	(2.0)
PROCUREMENT SPECIALIST	24	1.0	0.0	(1.0)
PROJECT MANAGER	24	4.0	0.0	(4.0)
PROJECT TECHNICIAN III	17	3.0	0.0	(3.0)
PROJECT TECHNICIAN IV	20	3.0	0.0	(3.0)
PUBLIC WORKS MAINTENANCE MANAGER	29	5.0	0.0	(5.0)
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22			
REAL ESTATE ANALYST	20	9.0	0.0	(9.0)
		2.0	2.0	
REAL ESTATE MANAGER	29	1.0	1.0	(0.0)
SAFETY SUPERVISOR	24	2.0	0.0	(2.0)
SEMI-SKILLED LABORER	6	26.0	0.0	(26.0)

FISCAL YEAR 2012 BUDGET-

Business Area Roster Summary

Fund Name

General Fund

Business Area Name

Public Works & Engineering

Fund No./Bus Area No. :

1000 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change	
SENIOR BUYER	22	1.0	0.0	(1.0)	
SENIOR DATA ENTRY OPERATOR	12	1.0	0.0	(1.0)	
SENIOR DISPATCHER	12	7.0	0.0	(7.0)	
SENIOR INSPECTOR	22	3.0	0.0	(3.0)	
SENIOR INVENTORY MANAGEMENT CLERK	12	3.0	0.0	(3.0)	
SENIOR PAYROLL CLERK	13	2.0	0.0	(2.0)	
SENIOR PROJECT MANAGER	27	3.0	0.0	(3.0)	
SENIOR REAL ESTATE ANALYST	24	2.0	2.0		
SENIOR TRAFFIC ANALYST	13	7.0	0.0	(7.0)	
SIGN PROCESSOR	9	6.0	0.0	(6.0)	
STAFF ANALYST	26	1.0	0.0	(1.0)	
STATISTICAL ANALYST	17	1.0	0.0	(1.0)	
STUDENT INTERN II	10	3.0	0.0	(3.0)	
SUPERVISING ENGINEER	29	5.0	0.0	(5.0)	76
SYSTEMS CONSULTANT	26	1.0	0.0	(1.0)	
SYSTEMS SUPPORT ANALYST II	19	1.0	0.0	(1.0)	
TECHNICAL HARDWARE ANALYST I	17	13.0	0.0	(13.0)	
TECHNICAL HARDWARE ANALYST II	21	7.0	0.0	(7.0)	
TECHNICAL HARDWARE ANALYST III	23	2.0	0.0	(2.0)	
TRAFFIC ANALYST	7	2.0	0.0	(2.0)	
TRAFFIC SIGNAL SUPERVISOR	22	6.0	0.0	(6.0)	
TRUCK DRIVER	6	47.0	0.0	(47.0)	
UTILITY WORKER	12	2.0	0.0	(2.0)	
Total FTEs		520.0	9.0	(511.0)	
Less adjustment for Civilian Vacancy Factor		17.9	0.0	(17.9)	
Full-Time Equivalents		502.1	9.0	(493.1)	

Business Area Revenue Summary

Fund Name

General Fund

Business Area Name

Public Works & Engineering

Fund No./Bus Area No. :

1000 / 2000

Commit Item Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
	Current Budget	Estimate	Buuget
2000010003 PWE - Street Resurfacing 422150 Intergovernmental Revenue - Metro	31,130,305	31,130,305	0
424110 Other Interfund Services	0	1,400,000	0
434335 Recover Damage-Infrastructure	29.000	29,000	0
434515 Street Milling Sale Earnings	800,000	900,000	0
Total PWE - Street Resurfacing			
3	31,959,305	33,459,305	0
2000020003 PWE - Signs and Marking Maintenance	04.550	20,000	•
421400 Miscellaneous Sign Fees	84,550	20,000	0
434335 Recover Damage-Infrastructure	36,300	70,416	0
Total PWE - Signs and Marking Maintenance	120,850	90,416	0
2000020004 PWE - Signal Maintenance	40.400.000		_
422150 Intergovernmental Revenue - Metro	16,490,600	16,490,600	0
426290 Other Service Charges	99,550	99,550	0
426390 Misc. Services to Other Agencies	420,000	385,810	0
434205 Sale of Scrap Metal	2,500	15,000	0
Total PWE - Signal Maintenance	17,012,650	16,990,960	0
2000020005 PWE - Signal Engineering & Operations			
452020 Recoveries & Refunds	653,700	615,763	0
2000020007 PWE - Mobility Permitting			
421310 Mobility Permits	695,000	900,000	0
2000050031 PWE - Utility Management			
452020 Recoveries & Refunds	0	0	615,800
2000060009 PWE - Land Disposition			
426420 Building Space Rental Fees	0	12,720	12,700
426430 Facility Rental Fees	0	32,880	32,900
434240 Sale of Capital Assets-Land/Streets	2,500,000	450,000	2,900,000
457010 Interfund Land Acquisition	110,850	110,850	110,900
Total PWE - Land Disposition	2,610,850	606,450	3,056,500
Total Public Works & Engineering	53,052,355	52,662,894	3,672,300

Business Area Expenditure Summary

Fund Name : General Fund

Business Area Name : Public Works & Engineering

Fund No./Bus. Area No. : 1000 / 2000

Commi	t Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	18,521,466	19,048,546	18,327,654	521,448
	Overtime - Civilian	1,247,360	1,511,375	1,690,931	0
	Premium Pay - Civilian	104,104	129,611	101,023	0
	Bilingual Pay - Civilian	7,213	5,424	6,180	0
501050	Employee Awards	802	2,500	3,000	0
501070	Pension - Civilian	2,718,793	2,750,800	2,787,024	93,859
	Termination Pay - Civilian	209,119	98,695	116,554	5,000
	Vehicle Allowance - Civilian	4,054	8,410	7,200	0
	FICA - Civilian	1,471,822	1,586,824	1,464,821	39,890
	Health Ins-Act Civilian	3,323,269	3,254,013	3,346,432	74, 179
	Basic Life Insurance - Active Civilian	10,675	11,159	9,514	305
	Health/Life Insurance - Retiree Civilian	2,026	0	2,899	0
	Long Term Disability-Civilian	41,105	42,726	38,996	773
	Workers Compensation-Civilian-Admin	93,741	105,540	102,334	1,816
	Workers Compensation-Civilian-Claim Unemployment Claims - Administration	338,357 86,856	460,374 17,576	351,254	2,000
Total	Personnel Services			52,452	350
		28, 180,762	29,033,573	28,408,268	739,620
	Chemical Gases & Special Fluids	23,451	27,600	29,823	0
	Cleaning & Sanitary Supplies	31,358	31,300	30,200	0
	Construction Materials	8,551,618	8,939,351	9,841,801	0
	Electrical Hardware & Parts	1,213,547	905,320	1,049,737	0
	Mechanical Hardware & Parts	625	1,600 0	1,650	0
	Meters Hydrants & Plumbing Supplies Audiovisual Supplies	2,985 0	500	0 500	0
	Computer Supplies	15,503	43,615	43,415	7,500
	Paper & Printing Supplies	22,072	20,850	14,850	1,200
	Publications & Printed Materials	4,068	4,650	2,400	300
	Postage	3,353	3,700	3,638	400
	Miscellaneous Office Supplies	67,017	51,550	59,450	2,500
	Drugs & Medical Chemicals	0	500	500	0
	Medical & Surgical Supplies	10,942	6,800	6,600	0
	Small Technical & Scientific Equipment	6,034	2,000	500	0
511110		1,121,314	1,417,800	1,295,300	300
511115	Vehicle Repair & Maintenance Supplies	24,711	34,786	28,286	0
511120	Clothing	140,126	116,340	123,156	0
	Food Supplies	20,357	15,800	15,800	0
	Landscaping & Gardening Supplies	7,111	8,700	8,700	0
	Small Tools & Minor Equipment	147,424	115,317	53,450	0
	Miscellaneous Parts & Supplies	306,705	188,800	193,300	0
	Fire Fighting Equipment	144	0	0	0
Total	Supplies	11,720,465	11,936,879	12,803,056	12,200
520100	Temporary Personnel Services	25,276	21,100	24,300	0
520101	Janitorial Services	20,130	19,800	19,800	0
520107	Computer Info/Contr	160,406	96,000	91,988	30,000
	Information Resource Services	28,241	24,500	24,500	0
	Medical Dental & Laboratory Services	8,677	13,075	12,875	300
	Management Consulting Services	31,334	30,800	35,800	30,000
	Real Estate Services	179,426	449,726	250,000	173,300
	Miscellaneous Support Services	29,317	10,100	35,917	0
	Refuse Disposal	226,426	207,500	212,500	0
	Computer Equipment/Software Maintenance	30,558	35,600	35,100	500
	IT Application Svcs	240,122	269,213	244,415	2,131
	Vehicle & Motor Equipment Services	3,374,760	3,790,295	3,600,795	500
	Other Equipment Services	7,371	16,800	8,000 22,500	0
	Construction Site Work Services	11,225 14 165	22,500 82,000	22,500	0
320141	Engineering Services	14,165	82,000	82,000	0

Business Area Expenditure Summary

Fund Name : General Fund

Business Area Name : Public Works & Engineering

Fund No./Bus. Area No. : 1000 / 2000

Commit Item	t Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520510	Mail/Delivery Services	415	600	400	200
	Print Shop Services	4,724	7,000	3,100	500
	Printing & Reproduction Services	2,657	5,500	1,600	500
	Advertising Services	4,559	10,900	8,700	0
	Insurance Fees	30,545	38,004	38,004	0
	Membership & Professional Fees	18,353	24,550	19,700	500
	Education & Training	24,860	59,349	36,475	4,160
	Tuition Reimbursement	7,983	0	0	0
	Travel - Training Related	7,091	15,025	10,013	0
	Travel - Non-Training Related	53	2,400	400	0
	Building Maintenance Services	99,961	108,100	107,504	0
	Sewer Services	32,866	28,610	28,610	Ö
	Land and Grounds Maintenance	6,571	20,400	20,400	0
	Infrastructure Maintenance Service	2,821,713	2,165,970	2,165,970	0
	Electricity	35,367,886	35,043,609	35,043,610	_
	Natural Gas	31,503	23,135	23,135	34,691,260 0
	Data Services	50,222	71,750	70,150	_
	Voice Services	340,252	320,765		2,938
				322,852	548
	Voice Equipment	9,197	22,944	65,144	0
	Voice Labor	5,888	20,087	20,087	0
	GIS Revolving Fund Services	0	100,904	100,904	0
	Vehicle/Equipment Rental/Lease	1,308	9,200	9,200	0
	Office Equipment Rental	44,126	46,868	40,100	0
	Parking Space Rental	37,743	70,100	83,947	2,200
	Legal Services	939	1,300	2,213	0
	Legal Svcs - Crt Report	844	700	700	0
	Freight Charges	1,213	500	500	0
	Miscellaneous Other Services & Charges	41,464	49,100	49,100	200
	Interfund Payroll Services	0	0	0	1,200
	Interfund HR Client Services	0	0	133,679	7,300
	KRONOS Service Chargeback	0	0	0	300
	Interfund Communication Equipment Repair	88,205	115,440	115,440	0
	Interfund Utility Services	614,529	614,529	614,529	0
	Interfund Inventory Adjustments	0	0	500	0
	Other Interfund Services	231,641	174,000	174,500	0
Total	Other Services and Charges	44,316,745	44,260,348	44,011,656	34,948,537
560120	Capital Exp-Building and Bldg Improvement	0	0	7,820	0
560210	Furniture Fixtures and Equipment	0	30,000	30,000	0
Total	Equipment	0	30,000	37,820	0
	Non-Capital Office Furniture & Equipment	2,089	22,000	26,409	_
	Non-Capital Computer Equipment	3,704			0
			29,368	19,459	0
		6,745	0	0	0
	Non-Capital Vehicles/Rolling Stock	0	0	5,500	0
Total	Non-Capital Equipment	12,538	51,368	51,368	0
	Transfers to General Fund	508,410	1,818,619	1,818,619	1,818,700
	Transfers to Convention & Entertainment	50,000	50,000	50,000	0
532120	Transfer to Fleet/Eq	1,245,481	1,029,584	1,029,584	0
Total	Debt Service and Other Uses	1,803,891	2,898,203	2,898,203	1,818,700
Grand Total Expenditures		86,034,401	88,210,371	88,210,371	37,519,057