

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 2013 BUDGET

Fund Summary

Fund Name : Community Health & Assessment
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2020 / 3800

	<u>FY2012 Current Budget</u>	<u>FY2012 Estimate</u>	<u>FY2013 Estimate</u>
Beginning Fund Balance	277,992	277,992	277,992
Current Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Total Available Resources	<u>277,992</u>	<u>277,992</u>	<u>277,992</u>
Maintenance and Operations	<u>0</u>	<u>0</u>	<u>28,900</u>
Total Expenditures	<u>0</u>	<u>0</u>	<u>28,900</u>
Planned Ending Fund Balance	<u>277,992</u>	<u>277,992</u>	<u>249,092</u>
Total Budget	<u>277,992</u>	<u>277,992</u>	<u>277,992</u>
<u>Fund Balance Distribution:</u>			
Non-Spendable	0	0	0
Restricted	277,992	277,992	249,092
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2012 Current Budget, the FY2012 Estimate and the FY2013 Estimate for the Community Health & Assessment. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Community Health and Assessment Special Revenue Fund was established to address the Department's priority of preventing the spread of communicable diseases and optimizing well being through Human Services. This fund was utilized during Hurricane Ike and was established to function similar to a trust fund, therefore it has no current revenue and expenditures will be based on public health emergencies.

FISCAL YEAR 2013 BUDGET

Fund Summary

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

	<u>FY2012 Current Budget</u>	<u>FY2012 Estimate</u>	<u>FY2013 Estimate</u>
Beginning Fund Balance	2,169,777	2,169,777	2,190,521
Current Revenues	<u>620,653</u>	<u>770,692</u>	<u>818,580</u>
Total Available Resources	<u><u>2,790,430</u></u>	<u><u>2,940,469</u></u>	<u><u>3,009,101</u></u>
Maintenance and Operations	700,000	749,948	535,794
Total Expenditures	<u>700,000</u>	<u>749,948</u>	<u>535,794</u>
Planned Ending Fund Balance	<u>2,090,430</u>	<u>2,190,521</u>	<u>2,473,307</u>
Total Budget	<u><u>2,790,430</u></u>	<u><u>2,940,469</u></u>	<u><u>3,009,101</u></u>
Fund Balance Distribution:			
Non-Spendable	0	0	0
Restricted	2,090,430	2,190,521	2,473,307
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2012 Current Budget, the FY2012 Estimate and the FY2013 Estimate for the Contractor Responsibility Health Benefit. 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 Executive Order 1-7, the City of Houston created the Pay or Play Program which is administered by the Mayor's 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 cost of the local uninsured workforce. Pursuant to Executive Order 1-7, contractors subject to Pay or Play are required to offer employees a minimal level of health benefits. Contractors who do not provide health benefits to their employees will contribute \$1.00 for each hour of work performed by covered employees on City jobs.

The revenue collected from the Contractor Responsibility Fund is used to offset the cost of uninsured citizens in the Houston and Harris County area. Currently, the revenue is used to support the cost of implementing the Pay or Play program and other programs such as the Care Houston Program. It was also used to support the TexHealth Harris County 3-Share Plan.

The Care Houston Program is a collaboration between the Houston Fire Department (HFD) and Health & Human Services Department (HHS) 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-period and forward the information to HHS. HHS 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. A report commissioned by HFD revealed that HFD was able to save \$4.5 million annually in additional cost because of the Care Houston Program.

The TexHealth 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.

FISCAL YEAR 2013 BUDGET

Fund Summary

Fund Name : Fire Training Services Fund
Business Area Name : Fire Department
Fund No./Bus. Area No. : 2210 / 1200

	<u>FY2012 Current Budget</u>	<u>FY2012 Estimate</u>	<u>FY2013 Estimate</u>
Beginning Fund Balance	199,877	199,877	350,877
Current Revenues	<u>65,000</u>	<u>301,000</u>	<u>100,000</u>
Total Available Resources	<u><u>264,877</u></u>	<u><u>500,877</u></u>	<u><u>450,877</u></u>
Maintenance and Operations	80,000	150,000	80,000
Total Expenditures	<u>80,000</u>	<u>150,000</u>	<u>80,000</u>
Planned Ending Fund Balance	<u>184,877</u>	<u>350,877</u>	<u>370,877</u>
Total Budget	<u><u>264,877</u></u>	<u><u>500,877</u></u>	<u><u>450,877</u></u>
<u>Fund Balance Distribution:</u>			
Non-Spendable	0	0	0
Restricted	184,877	350,877	370,877
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2012 Budget, the FY2012 Estimate and the FY2013 Estimate for the Fire Department 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 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 2013 BUDGET

Fund Summary

Fund Name : Health Special Revenue Fund
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2002 / 3800

	<u>FY2012 Current Budget</u>	<u>FY2012 Estimate</u>	<u>FY2013 Estimate</u>
Beginning Fund Balance	2,666,314	2,666,314	2,904,414
Current Revenues	1,543,000	1,600,000	1,750,000
Total Available Resources	<u>4,209,314</u>	<u>4,266,314</u>	<u>4,654,414</u>
Maintenance and Operations	824,100	1,361,900	1,550,000
Total Expenditures	<u>824,100</u>	<u>1,361,900</u>	<u>1,550,000</u>
Planned Ending Fund Balance	3,385,214	2,904,414	3,104,414
Total Budget	<u>4,209,314</u>	<u>4,266,314</u>	<u>4,654,414</u>
<u>Fund Balance Distribution:</u>			
Non-Spendable	0	0	0
Restricted	3,385,214	2,904,414	3,104,414
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2012 Current Budget, the FY2012 Estimate and the FY2013 Estimate 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: The Health Special Revenue Fund is the 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 Health & Human Services Department (HHS) 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 \$15.00 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 HHS as appropriated by ordinance no. 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 - 2012-0254 ordinance 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 2013 BUDGET

Fund Summary

Fund Name : Housing Special Revenue Fund
Business Area Name : Housing & Community Development
Fund No./Bus. Area No. : 2000 / 3200

	<u>FY2012 Current Budget</u>	<u>FY2012 Estimate</u>	<u>FY2013 Estimate</u>
Beginning Fund Balance	715,255	715,255	996,435
Current Revenues	<u>0</u>	<u>293,293</u>	<u>0</u>
Total Available Resources	<u>715,255</u>	<u>1,008,548</u>	<u>996,435</u>
Maintenance and Operations	774,520	12,113	15,000
Total Expenditures	<u>774,520</u>	<u>12,113</u>	<u>15,000</u>
Planned Ending Fund Balance	<u>(59,265)</u>	<u>996,435</u>	<u>981,435</u>
Total Budget	<u>715,255</u>	<u>1,008,548</u>	<u>996,435</u>
<u>Fund Balance Distribution:</u>			
Non-Spendable	0	0	0
Restricted	0	996,435	981,435
Committed	0	0	0
Assigned	0	0	0
Unassigned	(59,265)	0	0

The above summarizes the FY2012 Current Budget, FY2012 Estimate and the FY2013 Estimate for the Housing and Community Development Special Revenue Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The Housing and Community Development Special Revenue Fund originated as a result of proceeds from the sale of City owned multifamily properties under what was previously known as the Resolution Trust Corporation. The Housing and Community Development uses these funds to support emergent housing needs and promote affordable housing initiatives.

FISCAL YEAR 2013 BUDGET

Fund Summary

Fund Name : Laboratory Operations & Maintenance
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2008 / 3800

	<u>FY2012 Current Budget</u>	<u>FY2012 Estimate</u>	<u>FY2013 Estimate</u>
Beginning Fund Balance	328,833	328,833	129,633
Current Revenues	420,100	386,900	391,600
Total Available Resources	<u>748,933</u>	<u>715,733</u>	<u>521,233</u>
Maintenance and Operations	445,200	586,100	470,500
Total Expenditures	<u>445,200</u>	<u>586,100</u>	<u>470,500</u>
Planned Ending Fund Balance	303,733	129,633	50,733
Total Budget	<u>748,933</u>	<u>715,733</u>	<u>521,233</u>
<u>Fund Balance Distribution:</u>			
Non-Spendable	0	0	0
Restricted	303,733	129,633	50,733
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2012 Current Budget, the FY2012 Estimate and the FY2013 Estimate for the Laboratory Operations & Maintenance Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Laboratory Operations & Maintenance Fund pertains to Ordinance Amending Chapter 21 of the Code of Ordinances, which the Health & Human Services Department (HHS) requested City Council approval of an ordinance amending Chapter 21 of the Code relating to laboratory fees. This fund is solely designated for laboratory operations and maintenance for the retention of all revenue from laboratory fees.

FISCAL YEAR 2013 BUDGET

Fund Summary

Fund Name : Library Special Revenue
Business Area Name : Library
Fund No./Bus. Area No. : 2500 / 3400

	<u>FY2012 Current Budget</u>	<u>FY2012 Estimate</u>	<u>FY2013 Estimate</u>
Beginning Fund Balance	111,545	111,545	111,545
Current Revenues	<u>75,000</u>	<u>75,000</u>	<u>150,000</u>
Total Available Resources	<u><u>186,545</u></u>	<u><u>186,545</u></u>	<u><u>261,545</u></u>
Maintenance and Operations	<u>75,000</u>	<u>75,000</u>	<u>150,000</u>
Total Expenditures	<u>75,000</u>	<u>75,000</u>	<u>150,000</u>
Planned Ending Fund Balance	<u>111,545</u>	<u>111,545</u>	<u>111,545</u>
Total Budget	<u><u>186,545</u></u>	<u><u>186,545</u></u>	<u><u>261,545</u></u>
<u>Fund Balance Distribution:</u>			
Non-Spendable	0	0	0
Restricted	111,545	111,545	111,545
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2012 Budget, FY2012 Estimate and FY2013 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. This fund is utilized by the Library for purchase of materials and to implement programs for children and teenagers, literacy programs and the Houston Oral History Project.

FISCAL YEAR 2013 BUDGET

Fund Summary

Fund Name : REEP Program
Business Area Name : General Services
Fund No./Bus. Area No. : 2007 / 2500

	<u>FY2012 Current Budget</u>	<u>FY2012 Estimate</u>	<u>FY2013 Estimate</u>
Beginning Fund Balance	588,565	588,565	487,685
Current Revenues	<u>550,000</u>	<u>468,230</u>	<u>412,500</u>
Total Available Resources	<u>1,138,565</u>	<u>1,056,795</u>	<u>900,185</u>
Maintenance and Operations	550,000	569,110	412,500
Total Expenditures	<u>550,000</u>	<u>569,110</u>	<u>412,500</u>
Planned Ending Fund Balance	<u>588,565</u>	<u>487,685</u>	<u>487,685</u>
Total Budget	<u>1,138,565</u>	<u>1,056,795</u>	<u>900,185</u>
Fund Balance Distribution:			
Non-Spendable	0	0	0
Restricted	588,565	487,685	487,685
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2012 Budget, FY2012 Estimate and FY2013 Estimate for the Residential Energy Efficiency Program (REEP). Also included are the beginning and ending fund balances, total revenues and total expenditures.

CenterPoint Energy has engaged the services of Frontier Associates, LLC to administer its Agencies in Action (AIA) Program. The AIA Program provides energy efficiency measures for homeowners who are at or below 125% of the federal poverty line. CenterPoint has approved the City of Houston to continue as an agency to participate in the program and has currently allocated \$550,000 in calendar year 2012 to fund weatherization services for citizens in this category. The City is obligated to spend 25% or \$137,500 by June 30, 2012 and the remaining \$412,500 by the end of the calendar year. Under the AIA Program, Frontier Associates, LLC will reimburse the City up to \$4,000 per home in accordance with the AIA Program guidelines.

FISCAL YEAR 2013 BUDGET

Fund Summary

Fund Name : **Special Waste**
Business Area Name : **Health and Human Services**
Fund No./Bus. Area No. : **2423 / 3800**

	FY2012 Current Budget	FY2012 Estimate	FY2013 Estimate
Beginning Fund Balance	2,008,071	2,008,071	2,002,471
Current Revenues	1,779,600	1,779,600	1,959,200
Total Available Resources	<u>3,787,671</u>	<u>3,787,671</u>	<u>3,961,671</u>
Maintenance and Operations	2,240,400	1,785,200	1,931,600
Total Expenditures	<u>2,240,400</u>	<u>1,785,200</u>	<u>1,931,600</u>
Planned Ending Fund Balance	1,547,271	2,002,471	2,030,071
Total Budget	<u>3,787,671</u>	<u>3,787,671</u>	<u>3,961,671</u>
Fund Balance Distribution:			
Non-Spendable	0	0	0
Restricted	1,547,271	2,002,471	2,030,071
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2012 Current Budget, the FY2012 Estimate and the FY2013 Estimate for the Special Waste. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Health and Human Service Special Waste Fund pertains to Ordinance Sec. 47-423 - Fees; issuance of permit or registration certificate.

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 dispose 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 cost are also pertinent for supplying stakeholders with manifest 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.