

**FISCAL YEAR 2014 BUDGET**

**Fund Summary**

**Fund Name** : Auto Dealers Fund  
**Business Area Name** : Police Department  
**Fund No./Bus. Area No.** : 2200 / 1000

	<u>FY2013 Current Budget</u>	<u>FY2013 Estimate</u>	<u>FY2014 Budget</u>
Beginning Fund Balance	2,884,703	2,884,703	3,720,685
Current Revenues	<u>6,455,700</u>	<u>7,018,350</u>	<u>6,794,520</u>
Total Available Resources	<u>9,340,403</u>	<u>9,903,053</u>	<u>10,515,205</u>
Maintenance and Operations	5,785,812	5,087,568	5,513,674
Debt Service	<u>1,094,800</u>	<u>1,094,800</u>	<u>1,262,500</u>
Total Expenditures	<u>6,880,612</u>	<u>6,182,368</u>	<u>6,776,174</u>
Planned Ending Fund Balance	<u>2,459,791</u>	<u>3,720,685</u>	<u>3,739,031</u>
Total Budget	<u>9,340,403</u>	<u>9,903,053</u>	<u>10,515,205</u>

Fund Balance Distribution:

Non-Spendable	0	0	0
Restricted	2,459,791	3,720,685	3,739,031
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2013 Budget, the FY2013 Estimate and the FY2014 Budget for the Auto Dealers Fund. Also included are the beginning fund balances, total revenues and total expenditures.

The Auto Dealers Fund was established to account for the funds that the Houston Police Department (HPD) received during its enforcement of Chapter 8 of the City's Code of Ordinances. This ordinance was passed in compliance with Texas Senate Bill 226 of the 45th Regular Session. This bill gives cities the right to enact laws regulating automotive dealers and to fix penalties for the violation of these laws. The Auto Dealers' Division is also responsible for coordinating the licensing of tow truck drivers and regulating storage lots.

Senate Bill 226 also requires that "all sums collected from such dealers shall be used by the City for the enforcement, hereof, and for the enforcement of all provisions of the law regulating the sale, theft, or exchange of motor vehicles or parts, or accessories thereto and for no other purpose."

**FISCAL YEAR 2014 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Auto Dealers Fund  
**Business Area Name** : Police Department  
**Fund No./Bus. Area No.** : 2200 / 1000

	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
Personnel Services	2,835,038	3,116,232	2,989,343	3,535,673
Supplies	133,917	304,080	196,470	335,000
Other Services and Charges	1,195,871	1,245,500	1,227,945	1,243,001
Equipment	0	1,120,000	673,810	400,000
<b>Total M &amp; O Expenditures</b>	<b>4,164,826</b>	<b>5,785,812</b>	<b>5,087,568</b>	<b>5,513,674</b>
Debt Service & Other Uses	2,189,600	1,094,800	1,094,800	1,262,500
<b>Total Expenditures</b>	<b>6,354,426</b>	<b>6,880,612</b>	<b>6,182,368</b>	<b>6,776,174</b>

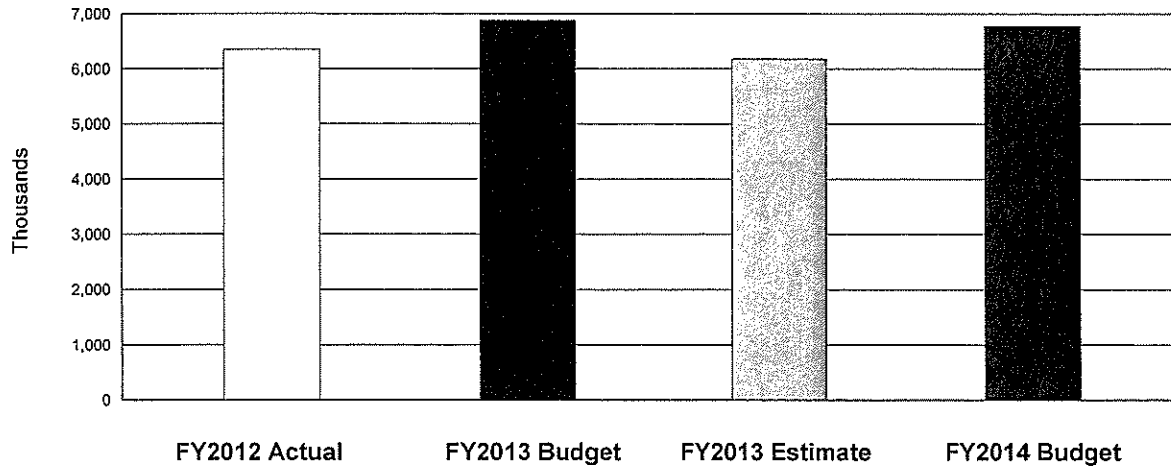
<b>Revenues</b>	<b>6,725,248</b>	<b>6,455,700</b>	<b>7,018,350</b>	<b>6,794,520</b>
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Staffing	Full-Time Equivalents - Civilian	6.4	8.0	6.0	8.0
	Full-Time Equivalents - Classified	22.5	23.0	19.2	23.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	<b>Total</b>	<b>28.9</b>	<b>31.0</b>	<b>25.2</b>	<b>31.0</b>
	Full-Time Equivalents - Overtime	2.1	2.6	2.4	4.8

**Significant Budget Changes and Highlights**

- o The FY2014 budget continues the FY2013 service levels.
- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Auto Dealers Fund  
Police Department  
Expenditure Summary**



**FISCAL YEAR 2014 BUDGET**

<b>Business Area Performance Measures</b>					
Fund Name : Auto Dealers Fund Business Area Name : Police Department Fund No./Bus Area No. : 2200 / 1000					
<b>Customer Measures</b>	<b>Priorities</b>	<b>FY2012 Actual</b>	<b>FY2013 Budget</b>	<b>FY2013 Estimate</b>	<b>FY2014 Budget</b>
Licenses issued	J,P,Q	12,562	12,400	12,313	12,213
Tow truck licenses	J,P,Q	855	1,300	430	1,076
<b>Business Process Measures</b>					
Vehicles auctioned	Q	16,132	17,500	14,976	18,671
Notification letters	Q	31,487	32,000	33,341	37,286
Storage lots regulated	P,Q	105	100	109	137
<b>People and Technology Measures</b>					
<b>Financial Measures</b>					
Expenditures Budget vs Actual Utilization	F	86%	98%	90%	98%
Revenues Budget vs Actual Utilization	F	104%	100%	109%	100%
Mayor's Five Priorities: Jobs and Sustainable Development (J)      Public Safety (P)      Infrastructure (I) Fiscal Responsibility (F)                                      Quality of Life (Q)					

**FISCAL YEAR 2014 BUDGET**

**Division Summary**

**Fund Name** : Auto Dealers Fund  
**Business Area Name** : Police Department  
**Fund No./Bus Area No.** : 2200 / 1000

Division Description	FY2012 Actual		FY2013 Estimate		FY2014 Budget	
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
<b>Auto Dealers</b> <span style="float: right;"><b>100001</b></span> Issue licenses and regulate automotive businesses and salesmen as provided by Chapter 8 of the Code of Ordinances, Houston, Texas, established on July 5, 1945. Auction abandoned motor vehicles as prescribed by Chapter 683 of the Texas Transportation Code.	28.9	6,354,426	25.2	6,182,368	31.0	6,776,174

**FISCAL YEAR 2014 BUDGET**

**Division Summary**

**Fund Name** : Auto Dealers Fund  
**Business Area Name** : Police Department  
**Fund No./Bus Area No.** : 2200 / 1000

Division	Division Name	FY2012 Actual		FY2013 Estimate		FY2014 Budget	
		FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
100001	Auto Dealers						
	Civilian	6.4		6.0		8.0	
	Classified	22.5		19.2		23.0	
	Cadets	0.0		0.0		0.0	
	Total	<u>28.9</u>	<u>6,354,426</u>	<u>25.2</u>	<u>6,182,368</u>	<u>31.0</u>	<u>6,776,174</u>
	Grand Total						
	Civilian	6.4		6.0		8.0	
	Classified	22.5		19.2		23.0	
	Cadets	0.0		0.0		0.0	
	Grand Total	<u>28.9</u>	<u>6,354,426</u>	<u>25.2</u>	<u>6,182,368</u>	<u>31.0</u>	<u>6,776,174</u>

**FISCAL YEAR 2014 BUDGET**

**Business Area Roster Summary**

Fund Name : Auto Dealers Fund  
 Business Area Name : Police Department  
 Fund No./Bus Area No. : 2200 / 1000

Job Description	Pay Grade	FY2013 Current Budget FTE	FY2014 Budget FTE	Change
CUSTOMER SERVICE CLERK	10	6.0	6.0	
OFFICE SUPERVISOR	17	1.0	1.0	
POLICE LIEUTENANT	PA07	1.0	1.0	
POLICE OFFICER	PA03	2.0	3.0	1.0
POLICE SERGEANT	PA06	5.0	5.0	
SENIOR ACCOUNT CLERK	13	1.0	1.0	
SENIOR POLICE OFFICER	PA04	15.0	14.0	(1.0)
<b>Total FTEs</b>		<u>31.0</u>	<u>31.0</u>	<u>0.0</u>
<b>Less adjustment for Civilian Vacancy Factor</b>		0.0	0.0	0.0
<b>Less adjustment for Classified Vacancy Factor</b>		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
<b>Full-Time Equivalents</b>		31.0	31.0	0.0

**FISCAL YEAR 2014 BUDGET**

**Business Area Revenue Summary**

Fund Name : Auto Dealers Fund  
 Business Area Name : Police Department  
 Fund No./Bus Area No. : 2200 / 1000

Commit Item	Description	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
<b>1000010072</b>	<b>HPD - Auto Dealers</b>			
421161	Auto Dealers Licenses	2,500,000	2,600,000	2,563,800
421240	Wrecker Licenses & Permits	620,000	716,000	700,000
426220	Vehicle Storage Notification	218,000	229,000	220,020
426230	Vehicle Auction Fees	220,000	199,000	242,000
428080	Returned Check Charges	1,700	300	1,700
432010	Interest on Pooled Investments	35,000	40,000	42,000
434220	Sale of Impounded Vehicles	671,000	495,200	500,000
452030	Miscellaneous Revenue	2,190,000	2,738,850	2,525,000
<b>Total</b>	<b>HPD - Auto Dealers</b>	<b>6,455,700</b>	<b>7,018,350</b>	<b>6,794,520</b>
<b>Total</b>	<b>Police Department</b>	<b>6,455,700</b>	<b>7,018,350</b>	<b>6,794,520</b>

**FISCAL YEAR 2014 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Auto Dealers Fund  
 Business Area Name : Police Department  
 Fund No./Bus. Area No. : 2200 / 1000

Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
500010	Salary Base Pay - Civilian	203,073	215,038	221,500	227,183
500020	Salary Base Pay - Classified	1,397,400	1,473,604	1,311,455	1,516,438
500050	Sal-Edu/Incen-Classfd	57,702	52,000	59,500	62,000
500060	Overtime - Civilian	22,867	30,000	30,000	30,000
500070	Overtime - Classified	229,452	200,000	200,000	440,000
500110	Bilingual Pay - Civilian	4,840	4,800	4,700	4,800
500120	Bilingual Pay - Classified	7,754	7,400	7,200	7,400
500130	Equipment Allowance-Classified	43,860	42,000	44,200	45,000
500150	Shift Differential Pay-Classified	0	600	600	600
500160	Training Incent.-Classified	174,255	156,000	169,500	175,000
500190	Temporary Higher Class Pay	575	1,500	1,000	1,500
501020	Clothing Allowance - Classified	17,600	16,800	17,200	19,200
501070	Pension - Civilian	36,527	46,018	46,100	51,548
501090	Pension - Police	297,590	450,000	450,000	471,315
501120	Termination Pay - Civilian	243	500	300	500
501130	Termination Pay - Classified	0	5,000	15,325	5,000
501140	Third Party Disability B-Classified	13,632	16,000	18,400	18,500
502010	FICA - Civilian	17,176	19,113	18,950	28,541
502020	FICA - Classified	14,234	14,813	15,300	53,554
503010	Health Ins-Act Civilian	46,115	56,557	56,100	64,089
503015	Basic Life Insurance - Active Civilian	116	126	100	172
503020	Health Ins.Act-Classified	205,632	251,205	224,750	255,874
503025	Basic Life Insurance - Active Classified	828	865	550	1,166
503040	Health/Life Ins.Ret-Classified	12,295	23,000	10,000	23,000
503050	Health/Life Insurance - Retiree Civilian	7,146	5,000	7,000	5,000
503060	Long Term Disability-Civilian	642	680	680	680
503080	Workers Compensation-Classified-Admin	3,762	5,497	5,497	5,497
503090	Workers Compensation-Civilian-Admin	1,308	1,912	1,912	1,912
503100	Workers Compensation-Civilian-Claim	18,414	10,000	38,500	10,000
503110	Workers Compensation-Classified-Claim	0	9,924	9,924	9,924
504030	Unemployment Claims - Administration	0	280	3,100	280
<b>Total</b>	<b>Personnel Services</b>	<b>2,835,038</b>	<b>3,116,232</b>	<b>2,989,343</b>	<b>3,535,673</b>
511015	Cleaning & Sanitary Supplies	13	0	0	0
511040	Audiovisual Supplies	87	1,500	800	0
511045	Computer Supplies	1,594	27,200	11,200	74,000
511050	Paper & Printing Supplies	3,272	3,500	0	0
511060	Postage	100,310	170,000	170,370	170,000
511070	Miscellaneous Office Supplies	19,483	20,000	4,400	20,000
511115	Vehicle Repair & Maintenance Supplies	7,855	52,040	4,800	50,000
511145	Small Tools & Minor Equipment	388	1,000	1,000	1,000
511150	Miscellaneous Parts & Supplies	915	28,840	3,900	20,000
<b>Total</b>	<b>Supplies</b>	<b>133,917</b>	<b>304,080</b>	<b>196,470</b>	<b>335,000</b>
520100	Temporary Personnel Services	5	0	22,300	25,000
520105	Accounting & Auditing Services	15,000	15,000	0	0
520109	Medical Dental & Laboratory Services	1,833	0	525	0
520114	Miscellaneous Support Services	1,325	2,300	2,400	2,400
520115	Real Estate Lease/Office Rental	55,637	55,637	55,637	0
520121	IT Application Svcs	0	1,800	1,800	1,800
520515	Print Shop Services	2,378	3,000	0	3,000
520605	Advertising Services	14,446	30,000	15,000	30,000
520805	Education & Training	429	0	800	5,000
520905	Travel - Training Related	0	5,000	4,900	10,000



**FISCAL YEAR 2014 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Auto Dealers Fund  
 Business Area Name : Police Department  
 Fund No./Bus. Area No. : 2200 / 1000

Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
520910	Travel - Non-Training Related	0	1,000	0	1,000
521305	Indirect Cost Recovery Payment	684,231	696,300	696,300	892,675
521605	Data Services	0	1,000	1,000	1,000
521610	Voice Services	25	6,000	100	600
521705	Vehicle/Equipment Rental/Lease	149,917	156,100	155,720	39,025
521715	Office Equipment Rental	12,660	15,000	15,000	15,000
522205	Metro Commuter Passes	1,942	3,000	2,100	3,000
522305	Freight Charges	75	0	0	100
522430	Miscellaneous Other Services & Charges	1,061	1,000	1,000	1,000
522840	Interfund Permit Center Rent Chargeback	254,907	253,363	253,363	212,401
<b>Total</b>	<b>Other Services and Charges</b>	<b>1,195,871</b>	<b>1,245,500</b>	<b>1,227,945</b>	<b>1,243,001</b>
560220	Vehicles	0	720,000	673,810	0
560230	Computer HW and Developed SW	0	400,000	0	400,000
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>1,120,000</b>	<b>673,810</b>	<b>400,000</b>
532005	Transfers to General Fund	2,189,600	1,094,800	1,094,800	1,262,500
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>2,189,600</b>	<b>1,094,800</b>	<b>1,094,800</b>	<b>1,262,500</b>
<b>Grand Total Expenditures</b>		<b>6,354,426</b>	<b>6,880,612</b>	<b>6,182,368</b>	<b>6,776,174</b>