

FISCAL YEAR 2014 BUDGET

Fund Summary

Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 8700 / 6500

	<u>FY2013 Current Budget</u>	<u>FY2013 Estimate</u>	<u>FY2014 Budget</u>
Beginning Fund Balance	2,540,510	2,540,510	2,382,653
Current Revenues	<u>17,693,232</u>	<u>17,904,303</u>	<u>18,783,918</u>
Total Available Resources	<u>20,233,742</u>	<u>20,444,813</u>	<u>21,166,571</u>
Maintenance and Operations	9,042,847	8,554,916	11,856,130
Debt Service	1,513,022	1,513,022	1,519,447
Other Interfund Transfers	7,994,222	7,994,222	7,500,000
Total Expenditures	<u>18,550,091</u>	<u>18,062,160</u>	<u>20,875,577</u>
Planned Ending Fund Balance	<u>1,683,651</u>	<u>2,382,653</u>	<u>290,994</u>
Total Budget	<u>20,233,742</u>	<u>20,444,813</u>	<u>21,166,571</u>
<u>Fund Balance Distribution:</u>			
Non-Spendable	0	0	0
Restricted	1,683,651	2,382,653	290,994
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2013 Budget, FY2013 Estimate and FY2014 Budget for the Parking Management Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Parking Management Operating Fund was reclassified as a Special Revenue Fund in FY2011. This fund supports the activities of the Parking Management Division. This division is also responsible for the enforcement of ordinances that govern vehicles parked in the public right-of-way and the management and distribution of a variety of permits.

The Parking Management Division is dedicated to enhancing the quality of life for residents and visitors of the City of Houston by encouraging the efficient movement of people and goods throughout the City. Parking Management is responsible for managing and providing on-street parking alternatives to the citizens in the greater Houston area and all downtown employees parking and transit administration.

FISCAL YEAR 2014 BUDGET

Business Area Budget Summary

Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 8700 / 6500

		FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
Expenditures	Personnel Services	3,644,371	4,426,034	3,991,101	4,708,478
	Supplies	446,528	847,940	845,515	582,978
	Other Services and Charges	3,497,203	3,711,333	3,668,628	6,251,004
	Equipment	78,279	41,240	33,372	93,970
	Non-Capital Equipment	31,926	16,300	16,300	219,700
	Total M & O Expenditures	<u>7,698,307</u>	<u>9,042,847</u>	<u>8,554,916</u>	<u>11,856,130</u>
	Debt Service & Other Uses	9,630,393	9,507,244	9,507,244	9,019,447
	Total Expenditures	<u>17,328,700</u>	<u>18,550,091</u>	<u>18,062,160</u>	<u>20,875,577</u>

Revenues	18,230,204	17,693,232	17,904,303	18,783,918
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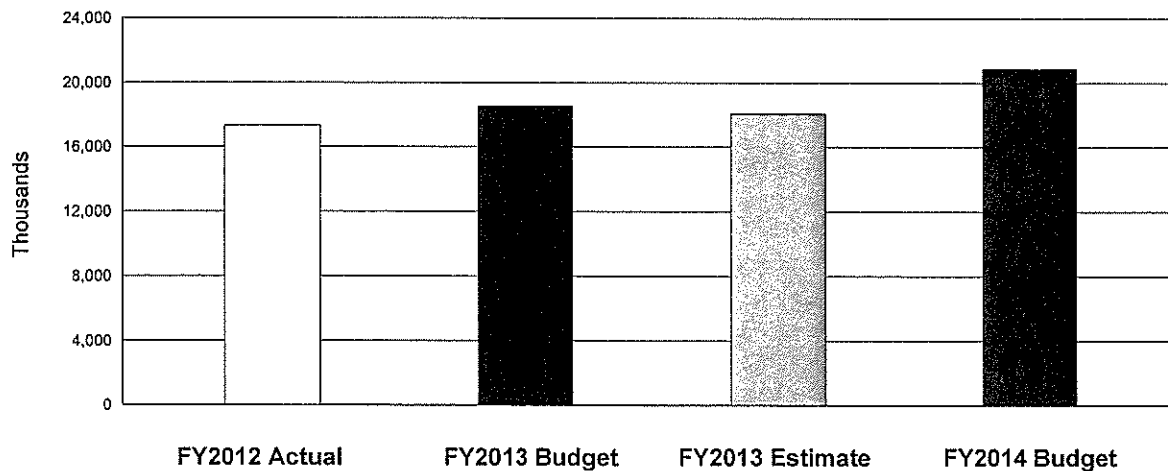
Staffing	Full-Time Equivalents - Civilian	63.8	72.0	66.3	75.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	<u>63.8</u>	<u>72.0</u>	<u>66.3</u>	<u>75.0</u>
	Full-Time Equivalents - Overtime	0.6	0.3	0.3	0.9

Significant Budget Changes and Highlights

FY2014 Budget includes:

- o Commitment to transfer \$7.5M funding to support the General Fund.
- o \$1.3M for the street parking signage-messaging project at central business district with collaboration from Public Works Department.
- o \$900,000 for improvements at University of Houston Downtown, Municipal Courts and West End Service Center Parking Lots.
- o \$314,000 for three vehicles and 45 handheld devices to improve data communication for enforcement of on-street parking ordinances.
- o \$1.5M principal and interest related to the 2006 Commercial Paper Program that funded the purchase of 1,000 parking meters.
- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Parking Management
Administration and Regulatory Affairs
Expenditure Summary**



FISCAL YEAR 2014 BUDGET

Division Summary

Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 8700 / 6500

Division Description	FY2012 Actual		FY2013 Estimate		FY2014 Budget	
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
Administration & Customer Service 650091 Responsible for managing and monitoring the City of Houston's parking programs. Duties include: management of citation database, sale of permits, commercial vehicle loading/unloading zones, valet parking operators, meter bagging, news racks, and bank deposits of all meter and permit payments received.	17.6	12,803,274	19.0	13,665,165	21.0	13,626,060
Meter Enforcement 650092 Meter Enforcement is staffed with employees responsible for monitoring citizens compliance with the City of Houston's on-street parking ordinances. Search for and boot vehicles for failure to issue payment of applicable fees associated with on-street parking violations.	32.4	1,870,907	31.5	1,815,629	37.0	2,512,724
Meter Operation 650093 Responsible for the collection of coins and bills inserted into the on-street meters and the delivery of the collections to the division's business office. Provides regular maintenance of infrastructure equipment associated with on-street metered parking spaces.	13.8	2,654,519	15.8	2,581,366	17.0	4,736,793
Total	63.8	17,328,700	66.3	18,062,160	75.0	20,875,577

FISCAL YEAR 2014 BUDGET

Business Area Roster Summary

Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 8700 / 6500

Job Description	Pay Grade	FY2013 Current Budget FTE	FY2014 Budget FTE	Change
ACCOUNTANT	17	0.0	1.0	1.0
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ADMINISTRATIVE SPECIALIST	20	3.0	3.0	
COLLECTIONS SUPERVISOR	18	1.0	1.0	
CUSTOMER SERVICE REP. I	13	5.0	6.0	1.0
CUSTOMER SERVICE REP. II	15	1.0	1.0	
CUSTOMER SERVICE SUPERVISOR	18	2.0	2.0	
DATA CONTROL CLERK	8	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	1.0	
DEPUTY DIRECTOR (EXE LEV)	34	1.0	1.0	
DIVISION MANAGER	29	4.0	4.0	
EQUIPMENT WORKER	13	1.0	1.0	
FIELD SUPERVISOR	17	0.0	3.0	3.0
FINANCIAL ANALYST III	21	1.0	1.0	
MAINTENANCE MECHANIC II	12	5.0	5.0	
MAINTENANCE MECHANIC III	14	1.0	0.0	(1.0)
MAINTENANCE SUPERVISOR	16	1.0	1.0	
MECHANIC II	15	0.0	1.0	1.0
OFFICE SUPERVISOR	17	3.0	0.0	(3.0)
PARKING ENFORCEMENT LEADER	14	3.0	3.0	
PARKING ENFORCEMENT OFFICER	10	27.0	29.0	2.0
PARKING METER COLLECTOR	10	5.0	5.0	
PROJECT MANAGER	24	1.0	1.0	
SEMI-SKILLED LABORER	6	1.0	1.0	
SENIOR DISPATCHER	12	1.0	0.0	(1.0)
STAFF ANALYST	26	1.0	1.0	
SYSTEMS SUPPORT ANALYST III	22	1.0	1.0	
Total FTEs		<u>72.0</u>	<u>75.0</u>	<u>3.0</u>
Less adjustment for Civilian Vacancy Factor		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Full-Time Equivalent		72.0	75.0	3.0

FISCAL YEAR 2014 BUDGET

Business Area Revenue Summary

Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 8700 / 6500

Commit Item	Description	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
6500090001	ARA - Parking Customer Services			
421250	Valet Parking Operator Permits	45,034	60,316	59,804
421280	Other Licenses & Permits	254,106	251,792	251,974
427020	Parking Violations	9,097,943	9,176,000	9,462,316
427090	Residential Parking Permit	66,064	114,585	101,057
427230	Boot Fees	509,282	458,652	458,652
428080	Returned Check Charges	2,000	2,000	2,016
432010	Interest on Pooled Investments	50,000	50,000	50,000
434215	Sale of Non-Capital Rolling Stock	0	3,513	0
434510	Prior Year Revenue	0	10,757	0
447010	Metered Parking Revenue	6,100,186	6,100,186	6,266,000
447030	Surface Parking Revenue	1,152,932	1,138,378	1,138,378
447031	Commerce Surface Lot Revenue	25,000	34,370	34,370
447033	Commerce Street Annex Surface Lot Revenue	22,680	19,543	22,140
447035	Washington Ave Parking Revenue	0	0	445,900
447040	Contract Parking Revenue	367,800	483,686	483,686
452030	Miscellaneous Revenue	0	320	0
456256	NewSrack Permit and Decal Fees	205	205	7,625
Total	ARA - Parking Customer Services	<u>17,693,232</u>	<u>17,904,303</u>	<u>18,783,918</u>
Total	Administration and Regulatory Affairs	<u>17,693,232</u>	<u>17,904,303</u>	<u>18,783,918</u>

FISCAL YEAR 2014 BUDGET

Business Area Expenditure Summary

Fund Name : Parking Management
 Business Area Name : Administration and Regulatory Affairs
 Fund No./Bus. Area No. : 8700 / 6500

Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
500010	Salary Base Pay - Civilian	2,356,682	2,871,084	2,580,111	3,012,846
500060	Overtime - Civilian	34,329	26,574	39,600	40,000
500090	Premium Pay - Civilian	6,370	8,320	7,312	8,350
500110	Bilingual Pay - Civilian	10,948	11,748	10,852	10,854
500250	HOPE Union Business Usage	0	0	572	0
501050	Employee Awards	0	1,000	1,000	1,000
501070	Pension - Civilian	448,049	614,411	553,833	683,615
501120	Termination Pay - Civilian	73,172	0	17,623	0
501160	Vehicle Allowance - Civilian	(65)	0	0	0
502010	FICA - Civilian	179,286	221,028	198,315	233,653
503010	Health Ins-Act Civilian	460,773	606,118	529,781	657,743
503015	Basic Life Insurance - Active Civilian	1,271	1,719	1,520	2,329
503050	Health/Life Insurance - Retiree Civilian	2,410	3,219	3,790	3,788
503060	Long Term Disability-Civilian	5,315	6,120	5,705	6,375
503090	Workers Compensation-Civilian-Admin	12,056	17,208	16,087	17,925
503100	Workers Compensation-Civilian-Claim	47,086	35,000	25,000	30,000
504030	Unemployment Claims - Administration	6,689	2,485	0	0
Total	Personnel Services	3,644,371	4,426,034	3,991,101	4,708,478
511010	Chemical Gases & Special Fluids	36	3,585	3,585	3,585
511015	Cleaning & Sanitary Supplies	3,531	36,855	36,000	22,100
511020	Construction Materials	16,236	54,870	54,000	26,470
511025	Electrical Hardware & Parts	152,083	442,002	442,002	229,200
511030	Mechanical Hardware & Parts	20,495	25,000	25,000	25,000
511035	Meters Hydrants & Plumbing Supplies	0	10,200	10,200	0
511045	Computer Supplies	5,555	8,950	8,950	6,350
511050	Paper & Printing Supplies	83,238	115,580	111,080	92,200
511055	Publications & Printed Materials	59	1,000	1,000	1,000
511060	Postage	4,664	8,155	8,155	8,400
511070	Miscellaneous Office Supplies	23,822	19,000	18,300	20,860
511090	Medical & Surgical Supplies	0	300	300	300
511110	Fuel	71,073	60,000	60,000	69,170
511115	Vehicle Repair & Maintenance Supplies	3,655	2,000	3,000	5,500
511120	Clothing	39,844	48,000	48,000	52,950
511125	Food Supplies	3,806	4,500	4,500	5,500
511145	Small Tools & Minor Equipment	4,604	3,500	7,000	6,500
511150	Miscellaneous Parts & Supplies	13,827	4,443	4,443	5,893
511160	Protective Gear	0	0	0	2,000
Total	Supplies	446,528	847,940	845,515	582,978
520100	Temporary Personnel Services	5,628	10,000	18,200	15,000
520102	Security Services	40,775	53,820	50,420	55,000
520105	Accounting & Auditing Services	11,077	0	1,271	0
520108	Information Resource Services	14,303	26,987	28,987	62,987
520109	Medical Dental & Laboratory Services	763	1,500	1,500	2,200
520110	Management Consulting Services	65,287	300,000	275,000	132,000
520112	Banking Services	65,499	100,000	91,800	100,000
520114	Miscellaneous Support Services	537,264	495,000	439,956	572,179
520115	Real Estate Lease/Office Rental	197,010	248,520	238,520	248,520
520118	Refuse Disposal	495	2,700	2,572	2,900
520119	Computer Equipment/Software Maintenance	160,495	178,598	178,842	201,248
520120	Communications Equipment Services	117,222	129,700	129,700	148,910
520121	IT Application Svcs	28,232	55,513	55,513	39,596
520123	Vehicle & Motor Equipment Services	47,543	68,700	63,100	74,760
520124	Other Equipment Services	3,652	17,500	14,500	22,031
520126	Construction Site Work Services	184,009	20,309	20,396	13,396
520128	Other Construction Work Services	75,889	198,100	73,100	1,000,000
520141	Engineering Services	59,960	45,250	45,250	48,000

FISCAL YEAR 2014 BUDGET

Business Area Expenditure Summary

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Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
520143	Credit/Bank Card Services	373,333	204,400	410,726	400,000
520157	Computer Software Maintenance Services	5,413	0	47	0
520250	CIP Expense	80,640	0	0	0
520510	Mail/Delivery Services	115,872	138,120	138,120	145,320
520515	Print Shop Services	4,959	10,000	10,000	12,500
520520	Printing & Reproduction Services	39,450	74,875	74,875	79,345
520605	Advertising Services	1,594	3,000	1,000	3,000
520705	Insurance Fees	764	1,669	1,669	1,207
520725	Assessments - Other Governments	(39)	0	0	0
520765	Membership & Professional Fees	7,254	3,989	3,989	5,349
520805	Education & Training	7,232	11,750	11,750	13,791
520905	Travel - Training Related	11,402	12,000	12,000	17,200
520910	Travel - Non-Training Related	0	0	265	0
521305	Indirect Cost Recovery Payment	349,755	403,634	403,634	522,617
521405	Building Maintenance Services	12,965	34,285	34,717	50,000
521410	Sewer Services	1,109	2,000	2,000	2,000
521415	Land and Grounds Maintenance	4,388	20,000	20,000	20,000
521505	Electricity	21,275	31,020	31,020	14,170
521510	Natural Gas	0	3,600	3,600	3,600
521605	Data Services	30,871	6,463	22,463	184,954
521610	Voice Services	130,721	272,372	89,200	47,323
521625	Voice Labor	417	182	304	0
521630	GIS Revolving Fund Services	2,024	2,657	2,823	3,642
521635	Voice Services -Wireless	0	0	0	64,554
521705	Vehicle/Equipment Rental/Lease	6,459	6,510	1,260	3,630
521715	Office Equipment Rental	9,691	12,059	12,059	12,059
521725	Other Rental	1,329	5,564	5,564	5,564
522205	Metro Commuter Passes	3,092	5,000	5,000	5,000
522305	Freight Charges	43	8,250	8,250	8,450
522430	Miscellaneous Other Services & Charges	17,547	12,750	161,251	1,317,420
522720	Interfund Payroll Services	0	0	(572)	0
522721	Interfund HR Client Services	39,480	48,178	48,178	50,485
522722	KRONOS Service Chargeback	1,225	2,434	2,434	2,617
522795	Other Interfund Services	595,091	416,275	416,275	510,380
522820	Interfund EB Cape Training	6,744	6,100	6,100	6,100
Total	Other Services and Charges	3,497,203	3,711,333	3,668,628	6,251,004
560210	Furniture Fixtures and Equipment	0	16,240	14,532	0
560220	Vehicles	78,279	25,000	18,840	93,970
Total	Equipment	78,279	41,240	33,372	93,970
551015	Non-Capital Computer Equipment	12,804	4,200	4,200	219,700
551020	Non-Capital Communication Equipment	13,455	0	0	0
551025	Non-Capital Scientific/Medical Equipment	1,913	0	0	0
551030	Non-Capital Machinery & Equipment	3,754	0	0	0
551040	Non-Capital Other	0	12,100	12,100	0
Total	Non-Capital Equipment	31,926	16,300	16,300	219,700
531145	Transfers for Interest	1,513,022	1,513,022	1,513,022	1,519,447
532005	Transfers to General Fund	8,117,371	7,994,222	7,994,222	7,500,000
Total	Debt Service and Other Uses	9,630,393	9,507,244	9,507,244	9,019,447
Grand Total Expenditures		17,328,700	18,550,091	18,062,160	20,875,577