

FISCAL YEAR 2004 BUDGET

Fund Summary

Fund Name : Houston TranStar
Department Name : Public Works and Engineering
Fund/Department No. : 221 / 20

	<u>FY2003 BUDGET</u>	<u>FY2003 ESTIMATE</u>	<u>FY2004 BUDGET</u>
Beginning Fund Balance	(2,516)	(2,516)	26,218
Current Revenues	<u>1,685,539</u>	<u>1,679,539</u>	<u>1,705,062</u>
Total Available Resources	<u><u>1,683,023</u></u>	<u><u>1,677,023</u></u>	<u><u>1,731,280</u></u>
 Maintenance and Operations	 <u>1,715,353</u>	 <u>1,650,805</u>	 <u>1,731,179</u>
Total Expenditures	1,715,353	1,650,805	1,731,179
Planned Ending Fund Balance	<u>(32,330)</u>	<u>26,218</u>	<u>101</u>
Total Budget	<u><u>1,683,023</u></u>	<u><u>1,677,023</u></u>	<u><u>1,731,280</u></u>

The above summarizes the FY2003 Budget, the FY2003 Estimate and the FY2004 Budget for the Houston TranStar Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

Houston TranStar Center was formerly known as the Greater Houston Transportation and Emergency Management Center. The Houston TranStar Center was built through a cooperative effort between the City of Houston, Harris County, the Metropolitan Transit Authority (METRO) and the Texas Department of Transportation (TxDOT). The Center houses personnel responsible for and/or involved with transportation and emergency management planning and operations in the Houston/Harris County area. The Center is funded from revenue received from the member agencies with the cost to each member prorated based on occupancy and use of the Center facilities.

Through agreement of all the member agencies, the City of Houston is the financial manager of the Center's funds and is responsible for maintaining the financial records and processing the expenditures. The Center's operating budget covers costs associated with building maintenance and operations such as cleaning, maintenance, supplies, utilities and computer maintenance. The budget also includes salaries and associated costs for the Center's six staff members who are employed through the City of Houston.

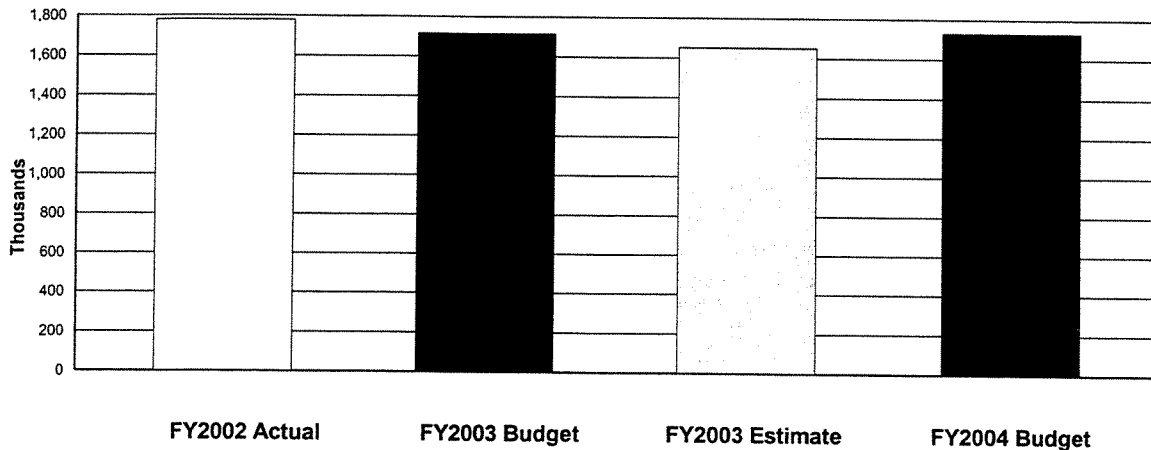
FISCAL YEAR 2004 BUDGET

Department Budget Summary

Fund Name : Houston TranStar
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	FY2002 Actual	FY2003 Budget	FY2003 Estimate	FY2004 Budget	
Expenditure Summary	Personnel Services	391,900	399,553	413,700	415,938
	Supplies	98,301	100,000	90,700	100,000
	Other Services and Charges	1,201,678	1,099,300	1,063,353	1,125,241
	Equipment	0	26,500	0	0
	Non-Capital Equipment	87,539	90,000	83,052	90,000
	Total M & O Expenditures	1,779,418	1,715,353	1,650,805	1,731,179
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	1,779,418	1,715,353	1,650,805	1,731,179
Revenue Summary	1,640,509	1,685,539	1,679,539	1,705,062	
Staffing Summary	Full-Time Equivalents - Civilian	6.0	6.0	6.0	6.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Total	6.0	6.0	6.0	6.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	o Continue to provide the best transportation and emergency management service through the use of collective resources to maximize safety and mobility to the public.				

**Houston TranStar
Public Works and Engineering
Expenditure Summary**



FISCAL YEAR 2004 BUDGET

Department Program Summary

Fund Name : Houston TranStar
Department Name : Public Works and Engineering
Fund/Department No. : 221 / 20

Program Description	Program Objectives				
<table border="0"> <tr> <td>Houston TranStar</td> <td align="right">1500</td> </tr> <tr> <td>Houston TranStar Center</td> <td align="right">1570</td> </tr> </table> <p>Manage, operate and maintain the Houston TranStar Center.</p>	Houston TranStar	1500	Houston TranStar Center	1570	<p>Effectively support the operation and maintenance of the Center.</p>
Houston TranStar	1500				
Houston TranStar Center	1570				

FISCAL YEAR 2004 BUDGET

Department Program Summary

Fund Name : Houston TranStar
 Department Name : Public Works and Engineering
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Program Performance Measures	FY2002 Actual			FY2003 Estimate			FY2004 Budget		
	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$
Support Center operation and maintain the facility.	100%			100%			100%		
		6.0	1,779,418		6.0	1,650,805		6.0	1,731,179
Total		<u>6.0</u>	<u>1,779,418</u>		<u>6.0</u>	<u>1,650,805</u>		<u>6.0</u>	<u>1,731,179</u>

FISCAL YEAR 2004 BUDGET

Fund Name : : Houston TranStar
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<u>NO. of POSITIONS</u>	<u>JOB DESCRIPTION</u>	<u>JOB CLASS CODE</u>	<u>PAY GRADE</u>
1	ADMINISTRATION MANAGER	3029	26
1	ASSISTANT DIRECTOR-P. W.(EXEC LEV)	8042	34
1	FINANCIAL ANALYST IV	3564	25
1	OFFICE SERVICE MANAGER	5022	23
1	PROJECT TECHNICIAN IV	7764	20
1	PUBLIC INFORMATION OFFICER	8742	26
<hr/> 6.0	Total Positions		
0.0	Less adjustment for Vacancies and Part-Time Employees		
<hr/> 6.0	Full-Time Equivalents		

FISCAL YEAR 2004 BUDGET

Department Revenue Summary

Fund Name : Houston TranStar
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Source	Description	Program Org	Program Name	FY2003 Budget	FY2003 Estimate	FY2004 Budget
6995	Other Grant Awards	1570	Houston TranStar Center	1,035,304	1,035,304	1,214,600
7625	Other Service Charges	1570	Houston TranStar Center	630,235	630,235	477,462
8300	Interest On Pooled Investments	1570	Houston TranStar Center	20,000	14,000	13,000
Total Public Works and Engineering				<u>1,685,539</u>	<u>1,679,539</u>	<u>1,705,062</u>

FISCAL YEAR 2004 BUDGET

Fund Name : Houston TranStar
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ACCT	DESCRIPTION	FY2002 Actual	FY2003 Budget	FY2003 Estimate	FY2004 Budget
1100	Salary-Base Pay-Civilian	314,894	317,871	328,000	328,211
1135	Pension-Civilian	31,489	31,788	33,000	32,821
1140	Social Security-Civilian	23,065	23,945	24,800	24,725
1145	Health/Life Ins Active Civilian	21,041	23,849	25,800	27,785
1405	Workers Compensation-Civilian	992	1,300	1,300	1,596
1415	Unemployment Claims	0	200	200	200
1420	Long Term Disability	419	600	600	600
Total Personnel Services		391,900	399,553	413,700	415,938
2210	Mechanical Hardware & Parts	13,278	14,000	14,000	14,000
2305	Computer Supplies	9,657	10,000	9,200	10,000
2306	Paper & Printing Supplies	5,196	7,000	6,500	7,000
2315	Publications & Printed Materials	2,157	2,000	1,000	3,000
2323	Postage	464	1,500	500	500
2325	Miscellaneous Office Supplies	34,316	45,000	42,000	45,000
2412	Medical & Surgical Supplies	3,050	0	0	0
2600	Fuel	0	3,000	0	3,000
2605	Vehicle Repair & Maint Suppl	83	0	0	0
2701	Clothing	1,661	0	0	0
2702	Food Supplies	4,641	2,500	2,500	2,500
2709	Small Tools & Minor Equipment	9,511	6,000	6,000	6,000
2738	Miscellaneous Parts & Supplies	14,287	9,000	9,000	9,000
Total Supplies		98,301	100,000	90,700	100,000
3100	Janitorial Services	36,442	50,000	50,000	50,000
3105	Security Services	16,182	0	0	0
3107	Temporary Personnel Services	6,040	8,000	7,500	8,000
3305	Advertising Services	3,223	50,000	11,543	50,000
3315	Engineering Service	125,000	275,000	210,000	216,000
3321	Computer Info/Contracting Srvc	155,123	138,600	120,123	50,000
3325	Medical, Dental & Lab Services	88	0	0	0
3335	Management Consulting Services	15,763	20,000	22,595	20,000
3344	Photographic Services	1,750	1,500	1,000	1,000
3402	Parking Space Rental	700	900	840	900
3409	Office Equipment Rental	16,496	20,000	20,000	20,000
3420	Other Rental	18,669	6,000	6,000	13,500
3500	Electricity	169,466	150,000	62,500	111,180
3505	Natural Gas	7,475	8,500	8,000	18,111
3510	Telephone	135,695	130,000	120,000	130,000
3515	Communication Lines	5,390	5,000	5,000	5,000
3525	Refuse Disposal	898	2,000	2,100	2,500
3530	Water	9,778	12,000	11,000	12,000
3539	Sewer	1,525	1,800	1,600	1,750
3600	Building Maintenance Services	150,990	130,000	310,000	70,000
3605	Land and Grounds Maintenance	14,222	20,000	20,000	20,000
3615	Computer Eq/Software Maint Svc	32,004	25,000	28,552	33,000
3616	Communications Equip Services	228,610	0	0	0
3625	Office Equipment Services	1,057	1,000	1,000	1,000
3799	Mail/Delivery Services	10,969	8,000	8,000	8,000

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ACCT	DESCRIPTION	FY2002 Actual	FY2003 Budget	FY2003 Estimate	FY2004 Budget
3805	Printing & Reproduction Srvcs	11,314	0	0	0
3812	Structural Construction Work Services	0	0	0	248,300
3895	Misc Other Services & Charges	13,078	15,000	21,000	20,000
3900	Education & Training	8,560	8,000	2,000	2,000
3905	Membership & Professional Fees	939	1,000	1,000	1,000
3950	Travel-Non-training Related	4,232	12,000	12,000	12,000
Total Other Services and Charges		1,201,678	1,099,300	1,063,353	1,125,241
4525	Trucks - General Purpose	0	26,500	0	0
Total Equipment		0	26,500	0	0
4810	Non-Capital Office Furniture & Equip	42,766	20,000	9,811	20,000
4820	Non-Capital Computer Equipment	36,180	50,000	50,760	50,000
4830	Non-Capital Communication/Elect Equip	8,593	20,000	22,481	20,000
Total Non-Capital Equipment		87,539	90,000	83,052	90,000
Grand Total Expenditures		1,779,418	1,715,353	1,650,805	1,731,179