

**FISCAL YEAR 2021 BUDGET**

**Fund Summary**

**Fund Name** : Historic Preservation Fund  
**Fund No./Bus. Area No.** : 2306 / 3400 / 7000

	<u>FY2020 Current Budget</u>	<u>FY2020 Estimate</u>	<u>FY2021 Budget</u>
Beginning Fund Balance	1,887,164	1,887,164	<b>1,649,285</b>
Current Revenues	286,000	286,000	<b>236,000</b>
Total Available Resources	<u>2,173,164</u>	<u>2,173,164</u>	<b>1,885,285</b>
Maintenance and Operations	572,100	523,879	<b>719,100</b>
Total Expenditures	<u>572,100</u>	<u>523,879</u>	<b>719,100</b>
Planned Ending Fund Balance	<u>1,601,064</u>	<u>1,649,285</u>	<b>1,166,185</b>
Total Budget	<u><u>2,173,164</u></u>	<u><u>2,173,164</u></u>	<b><u>1,885,285</u></b>
<u>Fund Balance Distribution</u>			
Non-Spendable	0	0	<b>0</b>
Restricted	0	0	<b>0</b>
Committed	1,601,064	1,649,285	<b>1,166,185</b>
Assigned	0	0	<b>0</b>
Unassigned	0	0	<b>0</b>

The above summarizes the FY2020 Budget, the FY2020 Estimate and the FY2021 Budget for the Historic Preservation Fund. Also included are the beginning and ending fund balances, total revenues, and total expenditures.

Programs within the Historic Preservation Fund are administered by the Planning & Development (P&D) Department and the Houston Public Library (HPL).

The program administered by the Planning & Development (P&D) Department, was established to utilize funds set aside from the sale of historic fire stations to promote historic preservation of residential and commercial programs. The program utilizes City funds as seed money to encourage private investment, attract grant funds, and support educational programs that will further preservation efforts in Houston.

The program administered by Houston Public Library (HPL) provides future funding for the maintenance needs of the historic Julia Ideson Building. The building was re-opened to the public on December 5, 2011 after a four-year expansion and restoration project, made possible by a successful \$32 million capital campaign conducted by the non-profit Julia Ideson Library Preservation Partners. To help ensure a high level of care for investment on restorations made by taxpayers, private contributors and a grant from National Park Service United States Department of the Interior, rental revenues will be deposited into this fund and related expenses paid out of it. The net revenues will be available for the maintenance needs of the building. The Julia Ideson Building rental program was launched in November 2011 with the Julia Ideson Library Preservation as Partners. A special events manager was hired to work closely with the Houston Public Library and the Mayor's Office of Special Events.

**FISCAL YEAR 2021 BUDGET**

**Business Area Budget Summary**

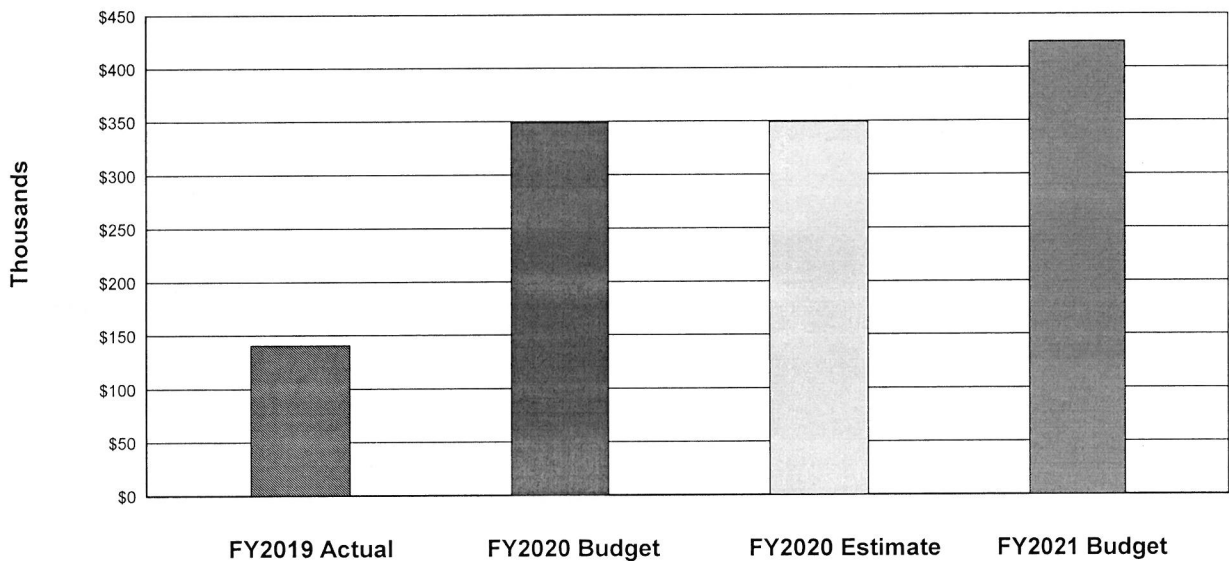
**Fund Name : Historic Preservation Fund**

**Business Area : Library**

**Fund No. /Bus. Area No. : 2306 / 3400**

		FY2019 Actual	FY2020 Current Budget	FY2020 Estimate	FY2021 Budget
Expenditures	Supplies	0	2,000	2,000	2,000
	Other Services and Charges	140,713	347,100	347,100	422,100
	Total M & O Expenditures	<u>140,713</u>	<u>349,100</u>	<u>349,100</u>	<u>424,100</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>140,713</u>	<u>349,100</u>	<u>349,100</u>	<u>424,100</u>
Revenues		265,526	250,000	250,000	200,000
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	0.0
	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>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o Provides a rental program for the Houston Public Library Historic Preservation Buildings (Julia Ideson Building, African American Library at the Gregory School and Clayton Library Center for Genealogical Research).</li> <li>o Generates funds to provide maintenance services for the Houston Public Library Historic Preservation Buildings.</li> <li>o Promotes the preservation of the Houston Public Library Historic Preservation Buildings.</li> </ul>				

**Historic Preservation Fund  
Library  
Expenditure Summary**



**FISCAL YEAR 2021 BUDGET**

<b>Division Summary</b>						
<b>Fund Name : Historic Preservation Fund</b> <b>Business Area : Library</b> <b>Fund No. /Bus Area No. : 2306 / 3400</b>						
Division Description	FY2019 Actual		FY2020 Estimate		FY2021 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>HPL - Historic Building 340008</b> To generate revenue by renting of event spaces at Julia Ideson Building and utilize the funding for maintenance and enhancement of the historic building.	0.0	140,713	0.0	349,100	0.0	424,100
<b>Total</b>	<b>0.0</b>	<b>140,713</b>	<b>0.0</b>	<b>349,100</b>	<b>0.0</b>	<b>424,100</b>

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FISCAL YEAR 2021 BUDGET

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Business Area Revenues Summary

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Fund Name : Historic Preservation Fund  
Business Area : Library  
Fund No./Bus. Area No. : 2306 / 3400

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Category	FY2019 Actual	FY2020 Current Budget	FY2020 Estimate	FY2021 Budget
Charges for Services	265,526	250,000	250,000	200,000
<b>Grand Total Revenues</b>	<u><u>265,526</u></u>	<u><u>250,000</u></u>	<u><u>250,000</u></u>	<u><u>200,000</u></u>



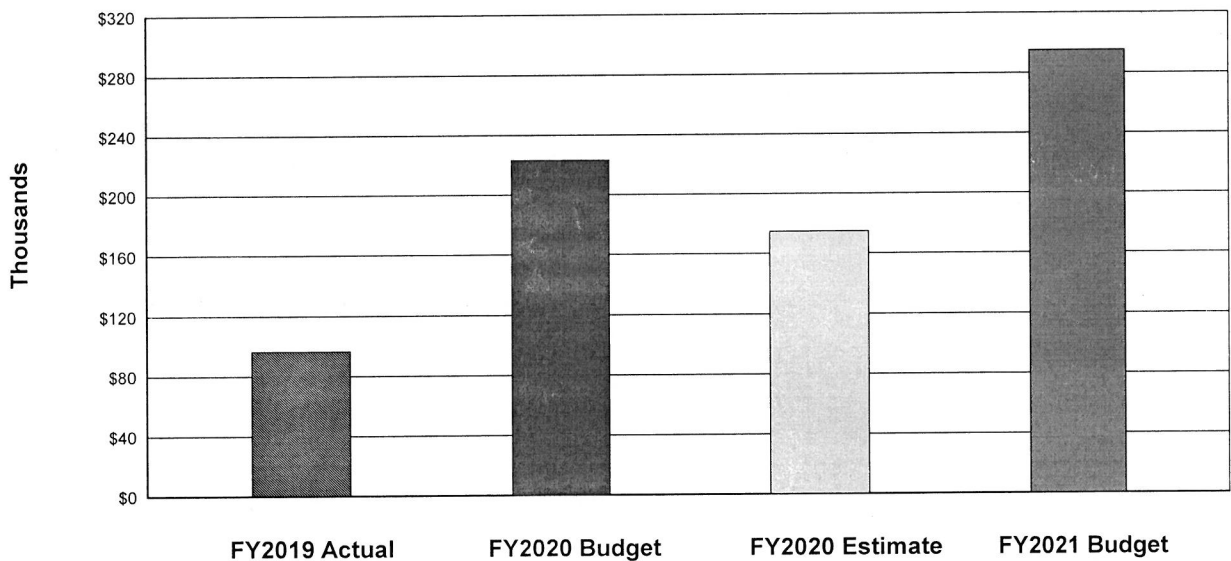
**FISCAL YEAR 2021 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Historic Preservation Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus. Area No.** : 2306 / 7000

		FY2019 Actual	FY2020 Current Budget	FY2020 Estimate	FY2021 Budget
Expenditures	Supplies	(88)	5,500	2,010	0
	Other Services and Charges	96,500	217,500	172,769	295,000
	Total M & O Expenditures	96,412	223,000	174,779	295,000
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	96,412	223,000	174,779	295,000
Revenues		37,372	36,000	36,000	36,000
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	0.0
	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	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o Professional services to design, update and expand the historic preservation manual and design guidelines for historic districts, as called for by Chapter 33 of the Code of Ordinances.				
	o Create a public education program that explains the benefits of preserving historic structures.				

**Historic Preservation Fund  
 Planning & Development  
 Expenditure Summary**



**FISCAL YEAR 2021 BUDGET**

Division Summary						
Fund Name : Historic Preservation Fund						
Business Area : Planning & Development						
Fund No. /Bus Area No. : 2306 / 7000						
Division Description	FY2019 Actual		FY2020 Estimate		FY2021 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>PD - Hist Preserv Svcs</b> <span style="float:right">700003</span> The Historic Preservation Fund receives funding from the sale of City-owned historic fire stations. This fund is used to promote historic preservation in Houston. Examples include: providing seed money to encourage private investment, matching grant funds, and educational programs that will further preservation efforts in Houston. This fund also provides future funding for the maintenance needs of the historic Julia Ideson Building.	0.0	96,412	0.0	174,779	0.0	295,000
<b>Total</b>	<u>0.0</u>	<u>96,412</u>	<u>0.0</u>	<u>174,779</u>	<u>0.0</u>	<u>295,000</u>

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FISCAL YEAR 2021 BUDGET

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Business Area Revenues Summary

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Fund Name : Historic Preservation Fund  
Business Area : Planning & Development  
Fund No./Bus. Area No. : 2306 / 7000

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Category	FY2019 Actual	FY2020 Current Budget	FY2020 Estimate	FY2021 Budget
Interest	37,372	36,000	36,000	36,000
Grand Total Revenues	<u>37,372</u>	<u>36,000</u>	<u>36,000</u>	<u>36,000</u>



**FISCAL YEAR 2021 BUDGET**

**Fund Summary**

**Fund Name** : Planning & Development Special Revenue Fund  
**Business Area** : Planning & Development  
**Fund No./Bus. Area No.** : 2308 / 7000

	<b>FY2020 Current Budget</b>	<b>FY2020 Estimate</b>	<b>FY2021 Budget</b>
Beginning Fund Balance	5,516,897	5,516,897	<b>5,371,689</b>
Current Revenues	7,310,914	7,674,505	<b>7,722,157</b>
Total Available Resources	<u>12,827,811</u>	<u>13,191,402</u>	<b>13,093,846</b>
Maintenance and Operations	9,006,302	7,819,713	<b>13,071,247</b>
Total Expenditures	<u>9,006,302</u>	<u>7,819,713</u>	<b>13,071,247</b>
Planned Ending Fund Balance	<u>3,821,509</u>	<u>5,371,689</u>	<b>22,599</b>
Total Budget	<u><u>12,827,811</u></u>	<u><u>13,191,402</u></u>	<b><u>13,093,846</u></b>

**Fund Balance Distribution**

Non-Spendable	0	0	<b>0</b>
Restricted	0	0	<b>0</b>
Committed	3,821,509	5,371,689	<b>22,599</b>
Assigned	0	0	<b>0</b>
Unassigned	0	0	<b>0</b>

The above summarizes the FY2020 Budget, the FY2020 Estimate and the FY2021 Budget for the Planning and Development Department (P&DD) Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Planning and Development Special Revenue Fund was created in December 2015 by Ordinance 2015-1319. Commencing on January 1, 2016, the fund was established to utilize development related fees for the operation, maintenance and support of the department's related programs and functions. The development related services include: subdivision plat review, permit review and one half of the minimum lot size/ minimum building line program.

**FISCAL YEAR 2021 BUDGET**

**Business Area Budget Summary**

**Fund Name** : Planning & Development Special Revenue Fund  
**Business Area** : Planning & Development  
**Fund No. /Bus. Area No.** : 2308 / 7000

		FY2019 Actual	FY2020 Current Budget	FY2020 Estimate	FY2021 Budget
Expenditures	Personnel Services	3,992,402	5,591,397	4,793,289	6,233,567
	Supplies	60,032	123,000	103,000	130,000
	Other Services and Charges	2,006,679	3,291,905	2,923,424	6,707,680
	Non-Capital Equipment	8,844	0	0	0
	Total M & O Expenditures	6,067,957	9,006,302	7,819,713	13,071,247
	Debt Service & Other Uses	104,394	0	0	0
	Total Expenditure	6,172,351	9,006,302	7,819,713	13,071,247

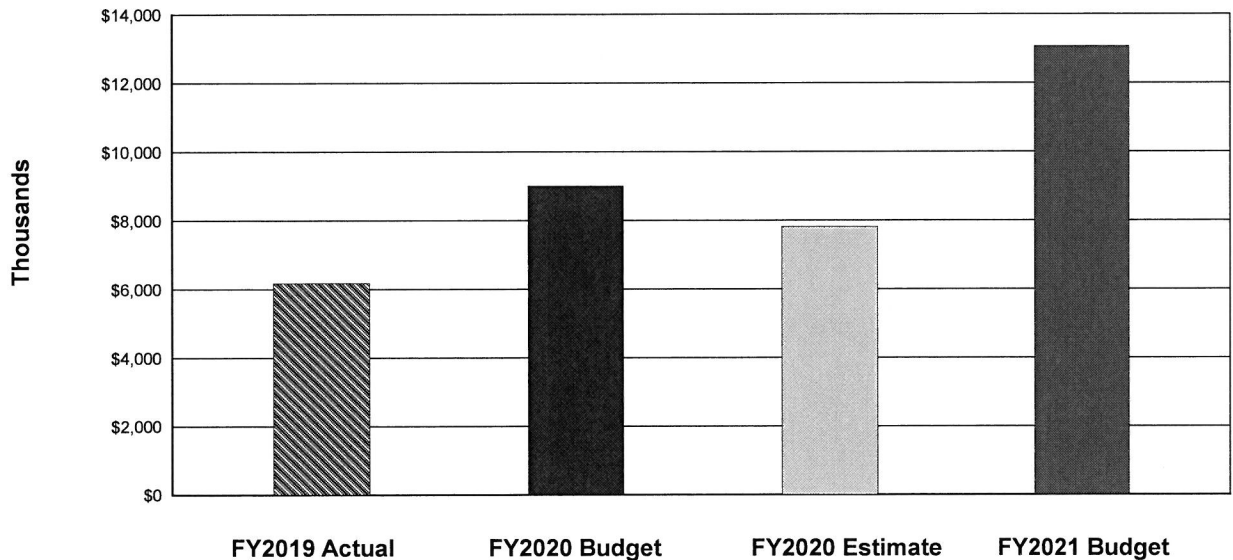
Revenues		7,914,094	7,310,914	7,674,505	7,722,157
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Staffing	Full-Time Equivalents - Civilian	39.4	54.5	47.7	60.1
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	39.4	54.5	47.7	60.1
	Full-Time Equivalents - Overtime	0.7	0.0	0.0	0.0

**Significant Budget Changes and Highlights**

- o The FY2021 Budget provides funding for health benefits, pension contribution, and municipal employees contractual pay increases.
- o The FY2021 Budget includes funding for an additional 8 positions.
- o The FY2021 Budget includes funding for Management Consulting Services of \$2.9 million mainly to cover PlatTracker and Preservation Tracker redesign.
- o The FY2021 Budget reflects an increase of \$468,483 in Indirect Cost Recovery Payment.

**Planning & Development Special Revenue Fund  
 Planning & Development  
 Expenditure Summary**



**FISCAL YEAR 2021 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Planning &amp; Development Special Revenue Fund</b>				
<b>Business Area : Planning &amp; Development</b>				
<b>Fund No. /Bus. Area No. : 2308 / 7000</b>				
<b>Performance Measures</b>	<b>FY2019 Actual</b>	<b>FY2020 Target</b>	<b>FY2020 Estimate</b>	<b>FY2021 Target</b>
Applications Reviewed: Commercial	7,416	9,500	7,073	9,500
Applications Reviewed: Historic COA, Landmark & Protected Landmark, and Historic Districts	451	400	491	500
Applications Reviewed: Residential	15,467	19,800	10,789	19,800
Applications Reviewed: Subdivision Plats	2,294	2,450	1,869	2,450
Percentage of Annual Submitted Major Thoroughfare and Freeway Plan Amendments Processed:	N/A	N/A	N/A	90%
Percentage of Commercial Plans Reviewed in 5 Business Days	95%	90%	90%	N/A
Percentage of Commercial Projects Reviewed in 13 Business Days	N/A	N/A	N/A	90%
Percentage of Residential Plans Reviewed in 3 Business Days	96%	90%	90%	N/A
Percentage of Residential Projects Reviewed in 10 Business Days	N/A	N/A	N/A	90%
Walk-in Customers for Planner of the Day Services Seen within 10 Minutes of Check in (611 Walker)	N/A	N/A	N/A	90%
Walk-in Customers for Planner of the Day Services Seen within 10 Minutes of Check in (Permit Center)	90%	90%	85%	90%
Expenditures Adopted Budget vs Actual Utilization	77%	98%	87%	98%
Revenues Adopted Budget vs Actual Utilization	117%	100%	105%	100%

**FISCAL YEAR 2021 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : Planning &amp; Development Special Revenue Fund</b>							
<b>Business Area : Planning &amp; Development</b>							
<b>Fund No. /Bus Area No. : 2308 / 7000</b>							
<b>Division Description</b>	<b>FY2019 Actual</b>		<b>FY2020 Estimate</b>		<b>FY2021 Budget</b>		
	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>FTEs</b>	<b>Costs \$</b>	
<b>PD - Dev Design Review 700007</b> Reviews projects at permit stage of the development process for compliance with applicable land development codes (including, but not limited to, Chapter 42 – Subdivision, Development and Platting; Chapter 28 – Regulation of Towers, Location of Hotels, and Hazardous Enterprises; Chapter 26 – Off-Street Parking & Loading; Chapter 33 – Trees, Shrubs, and Screening Fences).	8.5	926,645	14.0	1,253,699	10.6	972,097	
<b>PD - Development Svcs 700008</b> Reviews subdivision plat proposals, public and private street layouts, and general land plans as part of the initial stage of the development process for compliance with applicable land development codes (including, but not limited to, Chapter 42 – Subdivision, Development and Platting) and state law.	17.6	1,468,555	18.2	1,817,255	20.4	2,026,637	
<b>PD - Dev Support Svcs 700009</b> Supports the core functions of the department's land development, subdivision platting, and regulatory review responsibilities by providing customer service programs, noncompliance investigation and resolution, property addressing, internal administrative and managerial support, general analysis and forecasting of land development trends.	13.3	3,777,151	15.5	4,748,759	20.8	9,222,839	
<b>PD - Historic Preserv 700011</b> Maintains Houston's architectural history through preservation initiatives. Administers ordinances as required by Chapter 33 of the Code of Ordinances. Reviews applications for Certificates of Appropriateness, Landmark Designations and Protected Landmark Designations. Provides outreach and education opportunities for citizens about how to preserve architecturally significant structures in Houston.	0.0	0	0.0	0	8.3	849,674	
<b>Total</b>	<b>39.4</b>	<b>6,172,351</b>	<b>47.7</b>	<b>7,819,713</b>	<b>60.1</b>	<b>13,071,247</b>	

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**FISCAL YEAR 2021 BUDGET**

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**Business Area Revenues Summary**

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**Fund Name** : Planning & Development Special Revenue Fund  
**Business Area** : Planning & Development  
**Fund No./Bus. Area No.** : 2308 / 7000

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<b>Category</b>	<b>FY2019 Actual</b>	<b>FY2020 Current Budget</b>	<b>FY2020 Estimate</b>	<b>FY2021 Budget</b>
Licenses and Permits	412,956	349,681	392,196	<b>398,471</b>
Charges for Services	7,405,280	6,876,233	7,101,415	<b>7,188,686</b>
Interest	95,297	85,000	130,894	<b>90,000</b>
Miscellaneous/Other	561	0	50,000	<b>45,000</b>
<b>Grand Total Revenues</b>	<u><u>7,914,094</u></u>	<u><u>7,310,914</u></u>	<u><u>7,674,505</u></u>	<u><u>7,722,157</u></u>