



Department Of
Neighborhoods
**FY2023 Proposed Budget
Workshop Presentation**
May 16, 2022

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Functional Org Chart (in thousands)



General Fund
Department of Neighborhoods
Projected Budget \$12,611
FTEs: 88.8

Code Enforcement	Mayor's Assistance Office	Mayor's Office of Gang Prevention & Intervention	Office of New Americans & Immigrant Communities	Director's Office	Office of Neighborhood Engagement	Restricted & Dept-wide Accts.
FY23 Budget \$6,545 FTEs: 53.8	FY23 Budget \$971 FTEs: 10.0	FY23 Budget \$1,023 FTEs: 10.0	FY23 Budget \$309 FTEs: 3.0	FY23 Budget \$1,023 FTEs: 7.0	FY3 Budget \$619 FTEs: 5.0	FY23 Budget \$2,121 FTEs: 0.0
Enforces Article IX of Chapter 10 of the Houston Code of Ordinances relating to dangerous buildings, weeded lots, junked motor vehicles, and unlawfully placed signs in City's right of way.	Ensures responses and resolution to Mayoral priorities, community complaints, provides education about City services, coordinates Town Halls, CIP Meetings as well as serving as liaison to Civic Clubs and Super Neighborhood Council.	Develops and implements programs that serve youth, families, and communities through direct services, collaboration, outreach, education, and policy development, including the Mayor's Youth Council.	Reaches out to Houston's diverse community of immigrants, expatriates, and refugees to facilitate their successful civic, economic, and cultural integration as members of our community.	Provides executive support, leadership, financial oversight, and long-range direction to all programs.	Provides residents with opportunities for accessing information and providing feedback, with the goal of increasing civic participation	Contains the department-wide utilized and restricted accounts.



Department Programming

- **Major Services**

- Residential code enforcement
- Community engagement and neighborhood initiatives
- Citizenship assistance and language access
- Gang prevention and intervention services

Service-Residential Code Enforcement

Statutory Requirements: The Section enforces City codes Chapter 10 - Buildings and Neighborhood Protection, portions of Chapter 39 - Solid Waste and Litter Control, and City of Houston Municipal Code Sections 28-38 and 28-39.

Support: CDBG Code Enforcement LOA (\$2.4 million/annually) HUD Regulations 24 CFR Part 570



Department Programming Cont.

Financial or societal impact of City service delivery

- Residential code enforcement carries both financial and societal impacts. Blight such as dilapidated structures, high weeds, and junked vehicles continue to pose a major threat to public health and safety. Societal impacts include safer, healthier, communities with less crime, urban decay, and increased economic vitality and opportunity. The financial impacts of code enforcement mirror the societal impacts and also include lowered maintenance costs for blighted properties, increased property values and tax collections. However, the rising costs to abate blighted properties due to more expensive labor and supplies (including fuel) may increase the City's expenses.

Department Programming Cont.



Service -Mayor's Office of Gang Prevention and Intervention

Statutory Requirements: Article XVIII: Department of Neighborhoods, Section 2-624 (4) City of Houston Municipal Code

Support: Office of Juvenile Justice Delinquency & Prevention (\$300,000/ 3-year Period (2020-2023)); Harris County Juvenile Probation Department (\$72,000/annually); CDBG Early Intervention Services (\$258,000/annually)

Financial or societal impact of City service delivery

Social programming such as youth prevention and intervention services, Super Neighborhoods, and citizenship assistance are vital components to creating true communities in the most diverse. Social programming such as gang prevention and intervention services for youth and families, Super Neighborhoods, and citizenship assistance increase civic engagement, public awareness and education, and empower communities to advocate and improve their quality of life. These programs provide similar financial impacts as code enforcement indirectly over time through implementation of the various programming and services.



Department Programming Cont.

Service-Community engagement and neighborhood initiative

Statutory Requirements: Article XVIII: Department of Neighborhoods, Section 2-624 (1) and (7) City of Houston Municipal Code

Support: N/A

Service -Citizenship assistance and language access

Statutory Requirements: Article XVIII: Department of Neighborhoods, Section 2-624 (5) City of Houston Municipal Code

Support: N/A

Financial or societal impact of City service delivery

Social programming such as youth prevention and intervention services, Super Neighborhoods, and citizenship assistance increase civic engagement, public awareness and education, and empower communities to advocate and improve their quality of life. These programs provide similar financial impacts as code enforcement indirectly over time through implementation of the various programming and services.

Department Programming Cont.



- **Anticipated growth or reduction in populations served**

- The established growth based on census numbers will increase DON's service ratios dramatically overall. Current staffing and resources cannot maintain needed or expected service levels.
- Based on the current population of 2.3 million residents, there are approximately 300,000 residents to every Mayor's Assistance Office Liaison.
- Based on the current population of 2.3 million residents, each Code Enforcement Officer is responsible for over 13 square miles and on average over 46,000 residents. As a division, Inspections and Public Service is responsible for addressing over 40,000 311 requests per year, covering 629 square miles.

Revenues By Funds (\$ in thousands)



Category (General Fund)	FY21 Actual	FY22 Budget	FY22 Estimates	FY23 Proposed	Variance FY23 Prop/FY22 Estimates	% Change
Licenses & Permits	0	0.2	0.2	0.2	0	0%
Charges for Services	1,504.00	1,213.50	1,434.50	1,512.30	77.80	5%
Other Fines & Forfeits	884	1,052.90	948	1,052.90	104.9	11%
Miscellaneous/Other	38	30.3	29.8	30.3	0.5	2%
Total	2,426.00	2,296.90	2,412.50	2,595.70	183.20	8%



FY2023 - Revenues Highlights

- Department expects FY23 revenue collection to increase by at least 8% over FY22 estimates as we continue to recover from pandemic restrictions.
- Revenue collection is based on trend analysis over 3-5 years per the previous slide as well as external variables due to the passive collection methods.

Expenditures By Funds (\$ in thousands)

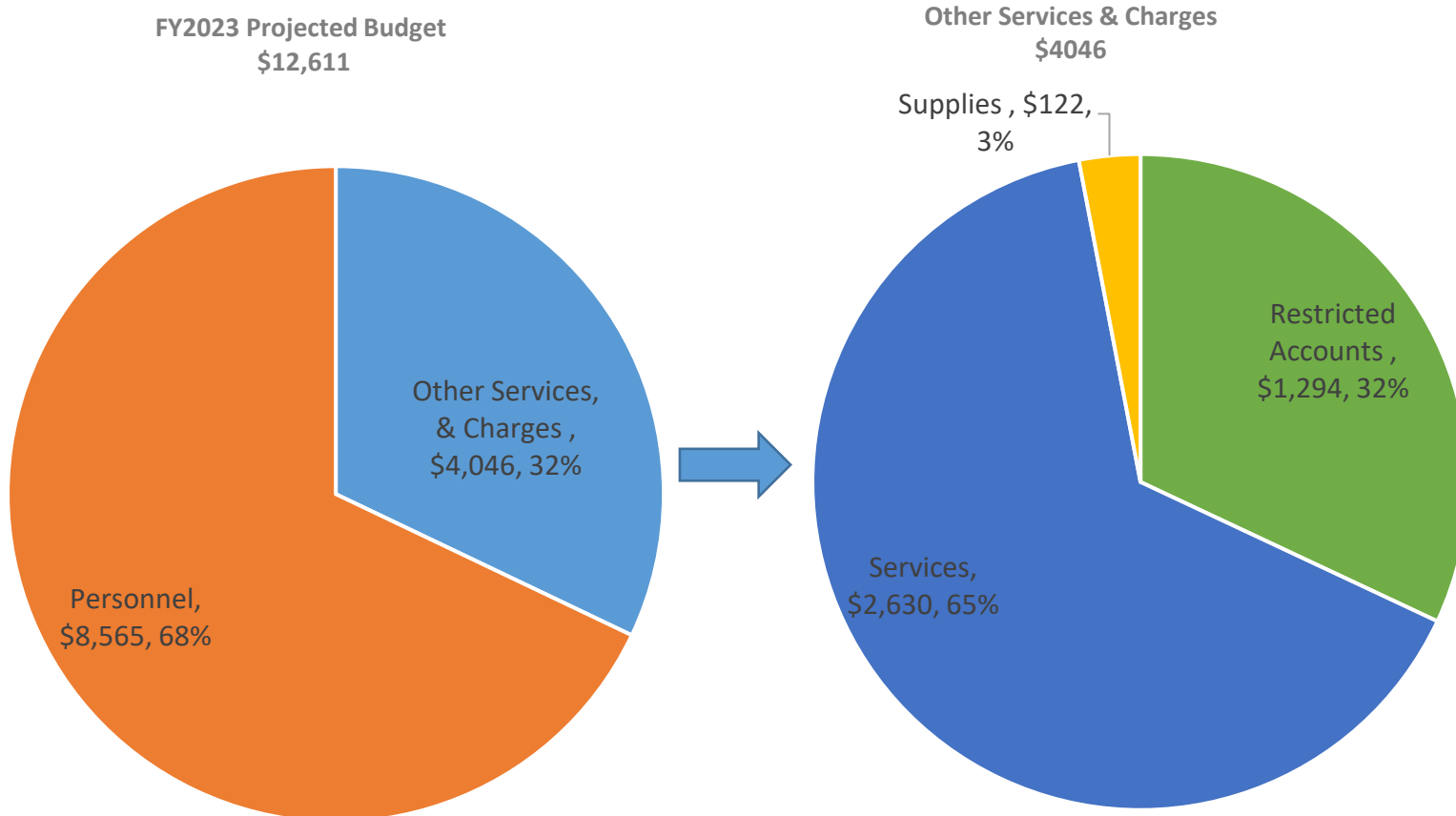


Category	FY21 Actual	FY22 Budget	FY22 Estimates	FY23 Proposed	Variance FY23 Prop/FY22 Budget	% Change
Personnel	7,613	8,439	8,439	8,565	126	1%
Supplies	103	112	112	122	10	8%
Restricted Accounts*	978	1,116	1,116	1294	178	16%
Services (contracts)	1,226	2,703	2,703	2,630	-73	-3%
Total	9,920	12,370	12,370	12,611	241	2%

FY2023 Personnel vs Non-Personnel



(\$in thousands)



FY2023 Budget Expenditures Net Change (in thousands)



FY2023 General Fund Budget Expenditures Net Change to FY2022 Current Budget		
FY2022 Current Budget		
Operating Budget	\$ 12,330	<i>Notes</i>
Restricted Budget	\$ (48)	1
FY2022 HOPE Adjustment	\$ 157	2
FY2022 Health Benefit Adjustment	(69)	
FY2022 Current Budget + Adjustments	\$ 12,370	
Explanation of FY2023 Incremental Increase/(Decrease)		
Operating Budget Adjustments		
Budget reduction initiatives	-	
Personnel budget utilization savings	-	
Subtotal Operating Budget Adjustments	\$ -	
% Change from FY22 Operating Budget	0.0%	
Contractual or Mandated Adjustments:		
Health Benefits Active Civilian	\$ 44	
HOPE Pay Increase	243	3
Municipal Pension	(216)	
Minimum Wage Adjustment	4	
Restricted Accounts	166	
Subtotal Contractual/Mandated Increases	\$ 241	
FY2023 Proposed Budget		
Operating and Contractual Adjustments	\$ 241	
FY2023 Proposed Budget	\$ 12,611	
% Change from FY22 Current Budget	1.9%	
Notes:		
1. Restricted Budget includes service chargeback accounts for items such fuel, electricity, IT accounts, etc		
2. Includes FY 2022 HOPE Allowance (incl. FICA & Pension) as well as Municipal Pension increase		
3. Includes FY 2022 and FY2023 HOPE Allowance (incl. FICA & Pension) as well as Municipal Pension increase		



FY2023 - Expenditure Highlights

- 15 % increase of restricted accounts
- 2.3% reduction in the Department's supplies and services line items
- 68% of the FY2023 budget is allocated to Personnel expenses.



Questions



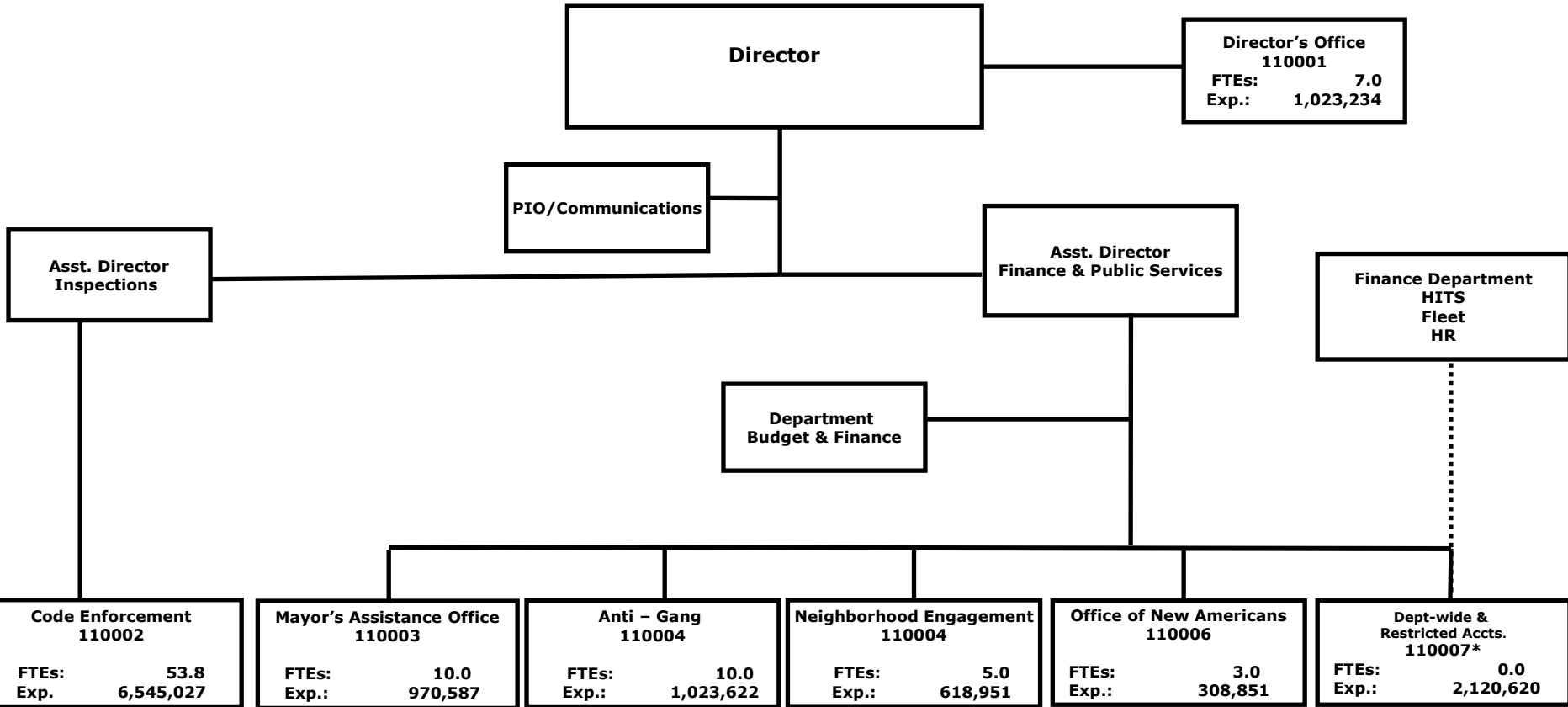
Appendix

Restricted Account Details A-1



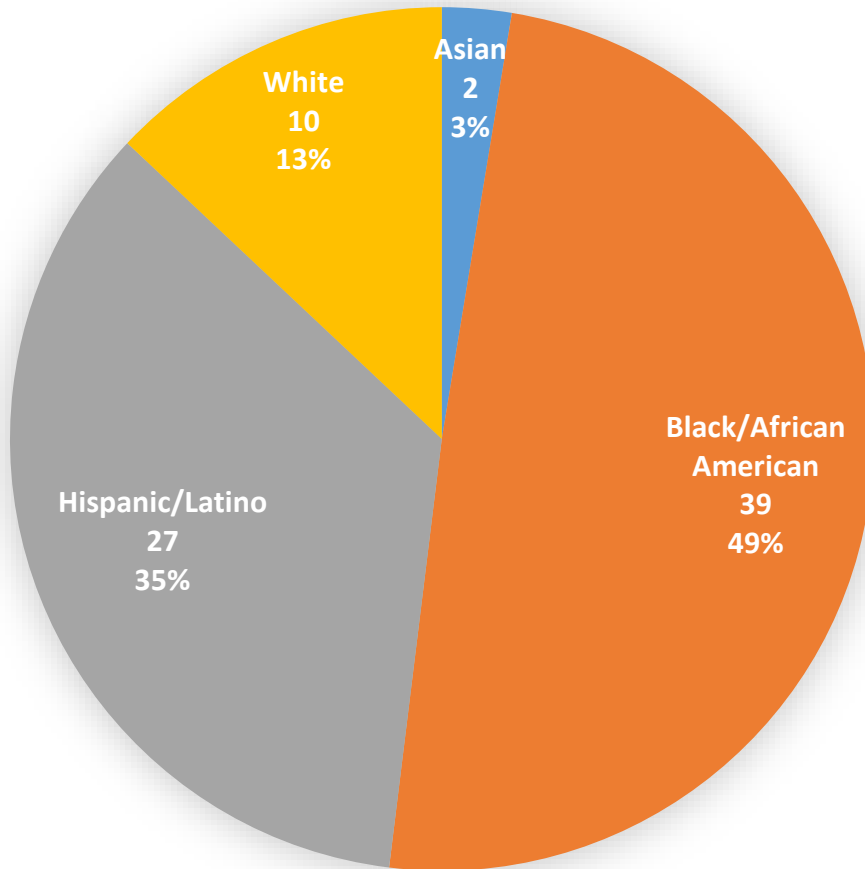
GL Description	Justification & Cost Drivers
Interfund Electricity	Responsible for administering the electricity accounts for the City. Program is responsible for overseeing procurement contracts, forecasting, providing price certainty, and financial reporting. Electricity expenses are projected to be lower than the previous year as a function of the competitive bidding process.
Interfund HR Client Services	Include HR operation cost reflecting health benefits and restricted accounts increase.
Interfund KRONOS Service Charge	Software license and maintenance costs associated with the city of Houston's Time and Attendance System (KRONOS).
Interfund Drainage Charge	Fee is based on impervious service.
Interfund Application Services	Costs include Microsoft Enterprise licenses, 3-1-1 maintenance support and applications, SAP licenses maintenance and support, various Enterprise Application and Server support personnel, CSMART (MCD Only), eSignature, Project Management, Infor, eDiscovery, Cyber Security Office software and support, HITS Budget support via the Finance Department, eSignature.
Interfund Data Services	Costs associated with software and maintenance support contracts required to maintain city networks, applications, desktop devices, servers, payment card industry security, storage devices, cloud services, telephone systems and network equipment including Phonoscope circuits. Contracts cover Antivirus, Firewall and Network backup systems. Also, the Data Center costs are included in the Data Services restricted account.
Interfund Voice Services	Monthly costs for Voice/Communication Services. The services include: Local landlines, voice/data circuits, long distance, 1-800 numbers, calling cards, language lines, Citywide ISP/Internet Access. The major vendors are ATT, Department of Information Resources (DIR), Verizon and Century Link.
Interfund Wireless Services	Monthly charges for Verizon Business services and mobile devices including cell phones, air cards and tablets.
Interfund Voice Labor	Labor costs and parts needed to perform work associated with installation and/or upgrades of telephone systems and cabling. The sole vendor is Selrico.
Interfund Vehicle Accidents	Provides vehicle accidents repairs for all city departments' rolling stock equipment.
Interfund Permit Center Point of Sale	HPC Point of Sale chargeback.
Interfund Insurance Fees	Cost increase for property insurance premium.
Interfund GIS Services	Personnel, software licenses and maintenance costs associated with the city of Houston's Enterprise Geographic Information System (EGIS).
Interfund Permit Center Rent Chargeback	HPC lease chargeback.
Interfund Vehicle Services - Tires	Tire purchases and services costs for City's rolling stock equipment.
Interfund Vehicle Services	Provides repair, maintenance, and administrative support for all city departments' rolling stock equipment. Expense explanation - Vehicle Services are projected to increase driven by part cost, contractual increases, and an aging vehicle population.
Interfund Vehicle Fuel	Fuel Program operates and manages all City owned fuel sites. Expense explanation - Fuel services are driven primarily by market pricing.
Interfund Natural Gas	Responsible for administering the natural gas accounts for the City. Program is responsible for overseeing procurement contracts, forecasting, providing price certainty, and financial reporting. Natural gas expenses are projected to be lower than the previous year due to current market conditions and locking in a rate favorable to the City.
Interfund Radio System Access	Due to the consolidation of the radio group in General Fund to revolving fund for HITS. This group is responsible for the operation and maintenance of the City's public safety radio system.

Org Chart A-2



* Cost Center Only. Not a Division of DON

Department Demographics General Fund A-3



Gender Breakdown

Female: 39

Male: 39

Grand Total: 78

Department FY2022 Accomplishments

A-4



Inspections (IPS)

- Processed **29,958** violations related to:
 - Nuisances Violations **12,196**
 - Dangerous Buildings **2,375**
 - Junk Motor Vehicles **1,645**
 - Heavy Trash Violations **2,242**
 - Minimum Standards Violations **5,500**
- Removal of **45,159** Bandit signs throughout the City.
- **6,898** Citations for code violations.
- **2,593** Contractor Work Orders processed / Abatements.

Department FY2022 Accomplishments A-4 (Cont.)



Office of Neighborhood Engagement (ONE)

- A Month of Service (AMOS) virtual events hosted – 28.
- Total Attendance – 19,002
- Total number of volunteers-1,656
- Total volunteer hours – 7,428
- Number of Volunteer Projects -71
- Dollars saved via volunteer hours -\$222,487
- Number of Complete Community University (CCU) Cohorts-2
- Number of CCU graduates -53
- Number of Mayor's Youth Council members-20
- Number of Service-Learning Projects -3

Department FY2022 Accomplishments A-6 (Cont.)



Mayor's Assistance Office (MAO)

- Community Liaison hosted events – 27.
- Constituent Calls – 2,028 (this excludes the main office).
- Council Concerns – 356 (this is one month of MAO handling council concerns).
- Community meetings/events – this includes PIP meetings, mask or water distributions, BTSF, Metro food distributions – 57,104 in attendance.
- SN meetings – 171 meetings with 3,559 in attendance.
- Sweeps – 10 (these are neighborhood sweeps where the CLs reports issues or concerns).

Department FY2022 Accomplishments A-4 (Cont.)



Mayor's Office of Prevention and Intervention (MOGPI)

- **4,609**- youth served (groups, presentations and case managed)
- **109**- Educational and Gang Awareness Presentations
- **711**- Professionals (Teachers, Social Workers, and Administrators) trained on gang awareness intervention and prevention strategies
- **35** –Gang Violence Reduction Team Meetings to provide wrap around services via schools, service providers, criminal justice agencies, and law enforcement. Discussions on community gang dynamics that's allows us to create prevention and intervention strategies to reduce gang violence.
- **80** activities through its partnership between the Dynamo, Houston Parks and Rec, and Houston ISD to facilitate the Soccer Starts at Home Program

Department FY2022 Accomplishments A-4 (Cont.)



Office of New Americans (ONAIC)

- **Language Interpretation Stations** - Interpretations stations using Language Line Solutions that will provide video/audio interrupters on demand for as clinics, multiservice centers, Mayor's Office for People with Disabilities, City HASL/24 different languages. There are also stations at other public city facilities such all/City Hall Annex and other locations. We are now in the process of seeking the Administration's approval of mandatory language access training for all City of Houston employees.
- **City of Houston Citizenship Forums for Employees** – The Office of New Americans implemented citizenship forums for City of Houston employees in collaboration with Human Resources, the Houston Public Library and the Houston Metropolitan Federal Credit Union. The credit union offered short-term loans to help employees pay for the application fees. The event was so popular that we have had to create a waiting list for employees interested in participating in the program.
- **Migrant Transition Center** - Reached out to community partners/NGOs to establish a migrant transition center that had the capacity to receive 1,200 migrants daily arriving in Houston from the US/Mexico border. The center served as a transition center, which allowed new arrivals to rest, eat, take a shower, get new clothes, provisions, and then connect to their flight or bus to travel to their final destination city. The transition center operated for six months and cost approximately \$6 million, which was paid for by NGOs.