City of Houston



Adopted Budget

Volume I

Fiscal Year 2012

Mayor Annise D. Parker

Green Houston

CITY OF HOUSTON

TEXAS

CITY OF HOUSTON

ADOPTED OPERATING BUDGET VOLUME I

For the Period
July 1, 2011 to June 30, 2012

Annise D. Parker

Mayor


CITY OF HOUSTON
TEXAS

FY2012 ADOPTED BUDGET

VOLUME I

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CITY OF HOUSTON
TEXAS

FY2012 ADOPTED BUDGET

VOLUME I

Annise D. Parker, Mayor

Council Members

Brenda Stardig	District A
Jarvis Johnson	District B
Anne Clutterbuck	District C
Wanda Adams	District D
Mike Sullivan	District E
Al Hoang	District F
Oliver Pennington	District G
Edward Gonzalez	District H
James G. Rodriguez	District I
Stephen C. Costello	At-Large, Position 1
Sue Lovell	At-Large, Position 2
Melissa Noriega	At-Large, Position 3
C. O. "Brad" Bradford	At-Large, Position 4
Jolanda "Jo" Jones	At-Large, Position 5

Ronald C. Green, City Controller

Kelly Dowe
Director, Finance

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Houston

Texas

For the Fiscal Year Beginning

July 1, 2010

President

Executive Director

DISTINGUISHED BUDGET PRESENTATION AWARD WINNER

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Houston for its annual budget presentation for the fiscal year beginning July 1, 2010.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, an operations guide, a financial plan and a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

Current and former employees of the Finance Department who contributed to the development of the FY2011 and FY2012 Annual Budgets are listed below:

Janice Alderson
Lisa Alexis
Jaime Alvarez
Valerie Berry
Angie Jones-Browne
Stan Cain
Kiran Chandu
James Clay
Linda Cormier
Kelly Dowe
Tantri Erlinawati-Emo
Christopher Gonzales
Wade Jones
Will Jones
Kenneth Noll
Veronica Lizama
Levi McGuire
Michelle Mitchell
Jim Moncur
Madhumathi Obla
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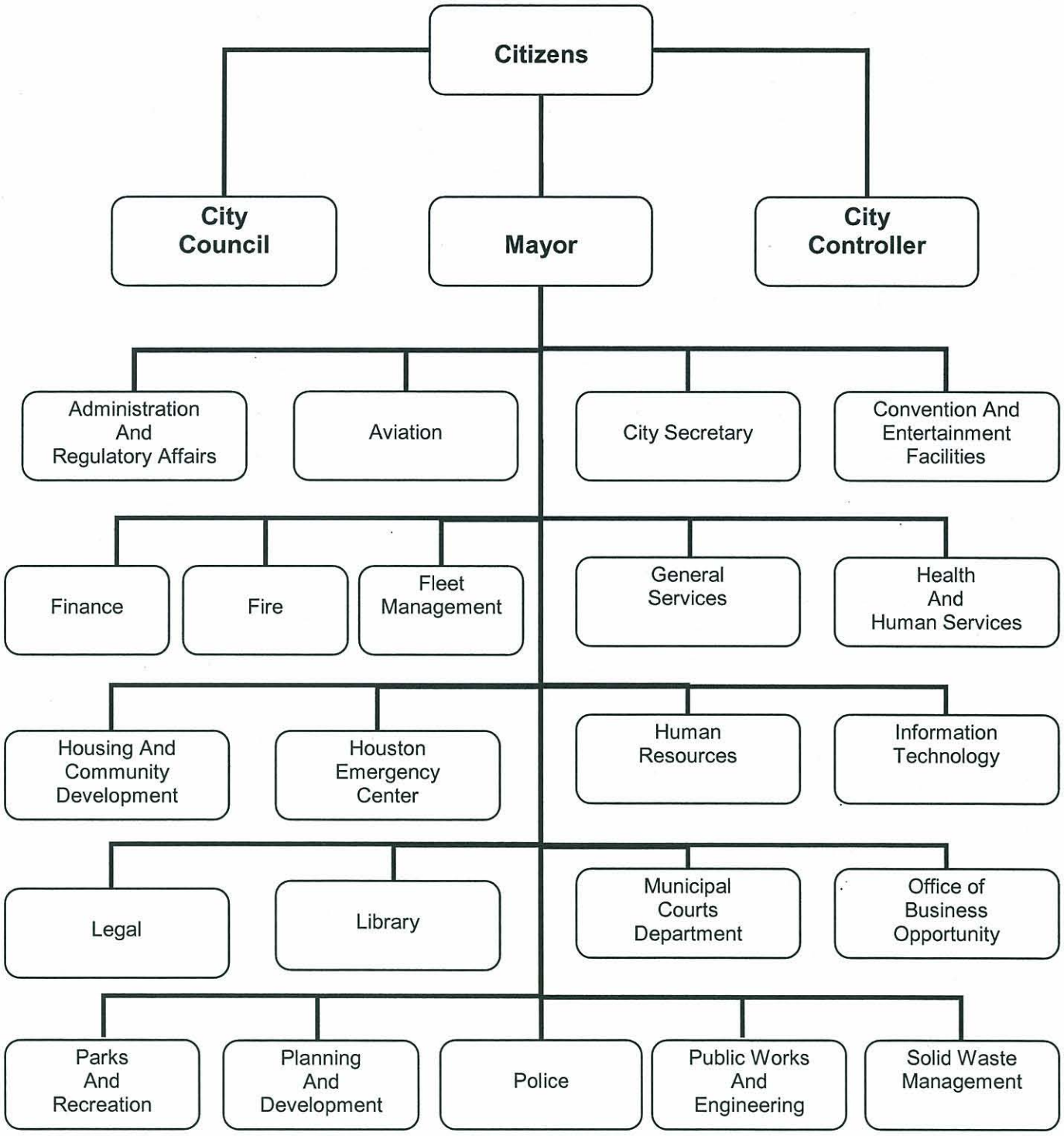
ORGANIZATION CHART



CITY OF HOUSTON

Annise D. Parker
Mayor

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July 29, 2011

To: Honorable Mayor, Members of the City Council, City Controller and Citizens of Houston:

I am pleased to submit the balanced Adopted Budget for the City for the fiscal year, which begins July 1, 2011, and ends June 30, 2012 (FY2012). This document includes budgets for the City's General Fund, the three Enterprise Funds (Aviation, Combined Utility System, and Convention and Entertainment) as well as Special Revenue Funds, Service Chargeback Funds and Internal Service Funds.

Pursuant to the requirements of the City Charter, Mayor Annise Parker's priorities are set out in her letter that accompanied the Proposed Budget, which was sent to City Council on May 19, 2011. The purpose of this letter is to describe the budget as adopted by the Houston City Council on June 22, 2011, after in-depth core service assessments, budget presentations, collaborative debates, and amendments. The complete list of amendments is provided as an appendix in this document.

Like many other municipalities, the City of Houston continues to face budget challenges due to economic downturn. Property taxable values are projected to decline again while public safety and other basic functions of our government need to be maintained. As a result, many of dedicated civilian city employees were laid off and nearly every department was reorganized to provide services with fewer employees. This budget also incorporates the Houston First consolidation of Convention and Entertainment Facilities operations with the Convention Center Hotel Corporation as well as the newly created Dedicated Drainage and Street Renewal Fund as a result of Proposition 1 in November 2010.

The Adopted Budget for FY2012 is balanced as required by City Charter and State law and is aligned with the priorities set by the Mayor and City Council. The General Fund budget was balanced without the use of pension obligation bonds or fund balance. The FY2012 budget decreases the operating expenditures by 4.5% in the General Fund over the FY2011 budget; however, we continue to meet critical funding objectives and no classified employees were laid off.

Council Members: Brenda Stardig Jarvis Johnson Anne Clutterbuck Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez
James G. Rodriguez Stephen C. Costello Sue Lovell Melissa Noriega C.O. "Brad" Bradford Jolanda "Jo" Jones Controller: Ronald C. Green

FY2012 BUDGET OVERVIEW

The Adopted Budget includes expenditures for all funds of $3.7 billion, which is $160 million (4.5%) above the FY2011 budget. The largest contributor to this increase is mainly the creation of the Dedicated Drainage and Street Renewal Fund, a pay-as-you-go fund for enhancement, improvement and ongoing renewal of Houston's drainage and streets as well as traffic control operations.

GENERAL FUND

The City's General Fund is its largest fund, and supports the majority of the basic services of the City, such as police and fire protection, health and human services, garbage collection and street repair. The largest sources of revenue for the General Fund are property and sales taxes, which together produce approximately 70.5% of the total resources for the General Fund. The current tax rate for the City of Houston is 63.875 cents per $100 assessed valuation, which remains unchanged from last year.

The General Fund budget, by department and by revenue source, is shown in the General Fund Summary on Page II-2. The total General Fund expenditure budget is $1.8 billion, which is $85.8 million (4.5%) below the FY2011 budget. It incorporates reductions in most departments by 4% to 27% over FY2011 spending levels and includes hundreds of civilian lay-offs.

The budget also incorporates funding for fuel, electricity, and current levels for critical services as well as the annualized portion of the FY2011 contractual pay raise for the Fire Department. Additionally, it includes two cadet classes for the Police Department, increasing the number of police officers by 210 graduating cadets, as well as three cadet classes for the Fire Department.

General Fund Revenue Highlights

Overview - The revenues available to support the operations of the General Fund are described in detail beginning on Page II-2 of the FY2012 budget. The budget was prepared with conservative revenue projections based on ranges provided by experts such as the Harris County Appraisal District and University of Houston Institute for Regional Forecasting.

Property Tax – As previously mentioned, the FY2012 budget is based on a property tax rate of 63.875 cents per $100 assessed valuation. (Tax rates are adopted in the fall for all jurisdictions in Texas, without regard to their individual fiscal years.) Revenue from property taxation is expected to be $842.5 million, which is 1.0% below the FY2011 estimate.

Sales Tax – The FY2012 budget projects a sales tax increase as a result of continuing signs of economic recovery. Revenue from sales tax is expected to be $518.9 million, which is approximately $28 million (5.7%) above the FY2011 estimated revenue.

General Fund Expenditure Highlights

Overview – This document contains detailed information on each City department's budget, including a comparison with prior years. In addition, each department has identified specific items or budget highlights which are of particular interest in FY2012.

Staffing Levels – Table IV, Page 11-12 demonstrates the level of Full Time Equivalent (FTE) staffing provided in this budget compared to past years. Citywide staffing, including overtime and straight time FTEs, is budgeted significantly less (6.2%) than in FY2011, while total General Fund staffing is 1,942.2 FTEs less (12.2%).

General Fund Ending Balance

The Adopted Budget includes an ending unassigned fund balance of $102.64 million, which is essentially unchanged from the estimated FY2011 ending fund balance of $102.65 million. This balance represents 6.4% of expenditures other than debt service which remains above the required reserve amount of 5%. It is our goal to increase the fund balance back towards the 7.5% level maintained during better economic conditions using any unbudgeted revenues received during the year.

ENTERPRISE FUNDS

Overview – The City has three enterprise funds: The Houston Airport System Fund, the Combined Utility System Fund and the Convention and Entertainment Facilities Operating Fund.

Aviation – The Houston Airport System is responsible for two major hub airports; George Bush Intercontinental and William P. Hobby. Aviation is also responsible for Ellington Field, a joint use civil/military airport. Security in all airports continues to be a top priority. The majority of public safety is provided by the Police Department and Fire Department and these costs of services are reimbursed to the General Fund.

The Aviation department budget of $431 million has increased from the FY2011 budget by approximately $10.8 million (2.6%) with the majority of the increase in system debt transfers. FY2012 revenue is conservatively estimated to be $10.8 million higher than FY2011, reflecting increases in concessions and rental fees.

Combined Utility System (CUS) – The CUS Fund is managed by the Public Works and Engineering Department and is composed of three separate funds; the Water and Sewer System Operating Fund; the CUS Operating Fund and the CUS General Purpose Fund.

The CUS budget of $942.3 million has increased from FY2011 budget by approximately $15.5 million (1.7%) with the majority of the increase ($15.9 million) in the debt service and other uses category, while the revenue is estimated to be $382,000 higher in FY2012.

Convention and Entertainment Facilities Operating Fund (CEFD) - CEFD is an enterprise fund that accounts for the operation of the City's six major entertainment centers as well as parking garages. Included in the FY2012 budget is the consolidation of CEFD with the Houston First Corporation to streamline operations of these facilities as well as the Hilton Americas Hotel to enhance marketing success in continued attraction of conventions, meetings, and tradeshows, effective July 1, 2011.

As a result of this consolidation, the CEFD budget only includes the pledged revenues (those revenues that are assigned to the City by law) and debt service expenditures. Any unpledged revenues as well as other operating and capital expenditures are assigned to the Houston First Corporation. The CEFD FY2012 budget is $99 million, $12.6 million or 14.6% higher than the FY2011 budget.

CAPITAL IMPROVEMENT PROGRAM

The City conducts its annual CIP process separately from its operating budget process. On July 6, 2011, City Council approved a five-year Capital Improvement Plan, covering fiscal years 2012 through 2016. This incorporates the $625 million in public improvement bonds that were approved by voters in November 2006. Individual projects are brought to City Council for approval prior to beginning construction.

CONCLUSION

The conservative budget contained in this document reflects the commitment to persevere through difficult decisions, dedication from stakeholders of tireless hours to prioritize the City's services through critical core assessment teams, and forward planning to implement strong financial stewardship as we move towards a brighter economic future. It is our main priority to maintain and improve the city's core services in a challenging economic time.

Sincerely,

Kelly Dowe, Director

CITY OF HOUSTON
Office of the Mayor

Annise D. Parker
Mayor

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Houston, Texas 77251-1562

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May 19, 2011

To: Citizens, Honorable Members of City Council and the Honorable City Controller

I am pleased to submit the proposed budget for the fiscal year which begins July 1, 2011 and ends June 30, 2012 (FY2012). Our budget does not include a property tax increase and keeps public safety as our number one priority. For the second year in a row, it also does not include the use of Pension Obligation Bonds or the issuance of any other long-term debt to meet current expenses. It incorporates the Houston First consolidation of Convention and Entertainment Facilities operations with the Convention Center Hotel Corporation. And, it includes savings realized from the new employee health benefits contract as well as the departmental and operational consolidations of fleet, fuel, human resources, payroll and information technology. In short, it continues our progress toward a more efficient, effective and fiscally-responsible City.

This proposal is by no means a finished product. It is a starting point for discussions with the public and City Council.

Developing this budget has not been without difficulty, challenges and tough decisions. The long-term forecast is for better economic times ahead, but we are not there yet. As a result, we have had to say farewell to many of our dedicated city employees. The layoffs will mean some changes in City services. Most residents will not be impacted, but users of some services may have to utilize alternative locations than what they are used to.

Departmental General Fund budgets are 4% to 27% lower than their FY2011 spending levels, with the smaller reductions going to our most essential life and safety services - police, fire, municipal courts and solid waste. Overall, the FY2012 budget proposal is $100 million less than our current appropriation. This is in addition to more than $200 million that has been cut over the last two years to eliminate an imbalance between revenues and expenditures. The FY2012 proposal is the lowest budget in three years.

Our fund balance remains above the required reserve amount of 5%. We have set a goal of increasing that balance back to the 7.5% level maintained during better economic times with the receipt of any unbudgeted revenue during the year.

Property Tax Revenues

This budget maintains the existing property tax rate of 63.875 cents per $100 of taxable value. Property tax revenue is expected to be slightly lower than FY2011 levels.

Sales Tax Revenues

We are projecting sales tax collections to be $518.9 million. (5.7% percent over FY2011). This economic indicator has shown consistent improvement in recent months, a sign that we are exiting the downturn of the last two years.

Public Safety

Public safety remains our priority. One third of General Fund expenditures go to pay for police operations and another 23% goes to the fire department. Thanks to the cooperation of the Houston Police Officers' Union (HPOU) and the Houston Police Officers' Pension System (HPOPS) we are able to avoid layoffs of any police officers or jailers. HPOU and HPOPS understand the gravity of what the City is facing and have been willing to work with us on a plan that preserves valuable classified police officer positions. Similarly, The Houston Professional Fire Fighters Association has reached a tentative agreement with the city that will eliminate the need for laying off any firefighters. The agreement is contingent on City Council approval of several new fees as well as ratification by the union's rank and file and City Council. The proposed budget document includes the previously planned layoffs. The budget adopted in June by City Council will have to be amended to reflect the elimination of these layoffs.

The fire department is laying off 16 civilian employees. Civilian layoffs at the police department total 153.

Overall, combined police and fire expenditures will decrease approximately $56 million.

Other budget changes

Despite having to layoff 38 employees, all Houston Public Library neighborhood libraries, except those under renovation, will remain open and adequately staffed. Saturday hours are being restored at 24 out of 41 libraries. There will be small changes in hours of operation at all libraries. However, after school locations will remain open until 6 p.m. Monday-Thursday and until 5 p.m. on Friday.

More than 100 Houston Parks and Recreation Department employees are being laid off. This will cause the closure of eight swimming pools and seven community centers. These facilities have the lowest usage, are in need of repairs or are within at least two miles of another City pool or community center. All City-funded youth sports leagues are being eliminated. Youth baseball will continue due to funding provided by the Houston Astros. The department will work with the privately-funded youth sports leagues for continued use of City playing fields. Other reductions are being made in the areas of grounds maintenance.

All Houston Department of Health and Human Services (HDHHS) multi-service centers will remain open. However, a total of 85 HDHHS services employees are being laid off. To offset these losses, the department will consolidate the majority of its clinical public health services into four health centers managed by HDHHS. The centers are La Nueva Casa de Amigos Health Center, Northside Health Center, Sharpstown Health Services and Sunnyside Health Center, all of which service areas of the city with high need, high morbidity for communicable disease and high risk for poor health outcomes.

Management and Operations of Lyons Health Center, Magnolia Health Center and Riverside Health Center will be transferred to another agency, possibly the existing Federally Qualified Health Centers that currently provide primary health care services at these facilities. HDHHS plans to provide TB and STD services at Lyons Health Center and dental services at Magnolia Health Center, depending on negotiations with the new managing agency for each site.

We are in the middle of the toughest times Houston has experienced since the oil bust of the mid-1980s. Indeed, we are challenged, but our future is brighter. The signs of economic improvement we are seeing today provide assurance that the better times we yearn for are just ahead. We will emerge from this downturn stronger and more financially secure. In the meantime, we will continue fighting crime, improving neighborhoods, growing our economy, creating jobs, planning for the future and saving money; we will continue reforming, streamlining, modernizing and transforming the way we do business.

Sincerely,

Annise D. Parker

Annise D. Parker
Mayor


CITY OF HOUSTON
TEXAS

LONG-TERM BUDGET GOALS

Public Safety

Police – Reduce crime and promote awareness that helps prevent crime.

- Resolve interoperability and outdated communication technology with a new radio system by the federally mandated date of 2012.
- Utilize department personnel more effectively by merging the jail with the County.
- Enhance Homeland Security by participating in multi-agency specialized SWAT force to specifically handle terrorist threats and incidents.
- Provide a police presence in neighborhoods; increase Police storefront hours.

Fire – Provide high quality fire protection, fire prevention, and emergency medical services.

- Develop and provide diversity program for all fire fighters.
- Provide fire suppression coverage citywide; maintain staffing standard of four firefighters per apparatus.
- Provide high quality emergency medical services.

Mobility Planning And Infrastructure

Transportation System – Construct, maintain, and operate an efficient network of roads, mass transit, and traffic flow that supports transportation needs.

- Develop a citywide mobility plan to evaluate addition of new lane capacity and improve flow of traffic.
- Maintain and operate the street system to provide smooth traffic flow.

Improving The Quality Of Life

Neighborhood Services – Improve the quality of life citywide and at the neighborhood level.

- Provide expanded health services including disease prevention, control of communicable diseases, children's health services and environmental monitoring.
- Provide recreational opportunities citywide and in neighborhoods and enhance the appearance of the city.
- Revitalize neglected neighborhoods and promote homeownership with financial incentives for homebuyers and developers.

Energy Efficiency

- Provide leadership in assisting individuals and businesses citywide in efficient, affordable use of energy.
- Develop and maintain programs that monitor and control energy use while identifying and utilizing new less expensive forms of energy such as solar and wind.

CIP and Debt

- Implement long-term capital improvement plans that meet the needs of city and neighborhoods.
- Secure and utilize financing techniques that support the capital improvement program in a manageable, affordable way.

City Government

- Provide sound financial management and demonstrate good stewardship of tax dollars maintaining tax rates at a level that encourages economic growth.
- Organize and maintain an organization of public employees that provides the highest quality of public services.
- Pursue and establish policies that support the long-term growth and well being of the City.


CITY OF HOUSTON
TEXAS

Table I
EXPENDITURE SUMMARY BY DEPARTMENT

	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Public Safety				
Police Department				
General Fund	657,239,659	657,867,666	658,193,882	**635,162,620**
Special Revenue Fund(s)	61,350,916	54,789,345	51,759,507	**48,706,536**
Total Police Department	718,590,575	712,657,011	709,953,389	**683,869,156**
Fire Department				
General Fund	435,852,398	448,812,230	448,812,230	**419,308,509**
Houston Emergency Center				
General Fund	11,193,374	11,171,344	11,171,344	**11,549,511**
Special Revenue Fund(s)	21,387,984	23,056,647	23,056,647	**23,592,247**
Total Houston Emergency Center	32,581,358	34,227,991	34,227,991	**35,141,758**
Municipal Courts Department				
General Fund	22,696,601	23,266,025	23,266,025	**23,411,880**
Special Revenue Fund(s)	4,762,933	4,134,866	3,585,762	**3,528,596**
Total Municipal Courts Department	27,459,534	27,400,891	26,851,787	**26,940,476**
Crime Lab				
General Fund	5,526,181	5,593,715	5,267,499	**5,578,769**
Total Public Safety	**1,220,010,046**	**1,228,691,838**	**1,225,112,896**	**1,170,838,668**
Development & Maintenance Services				
Public Works & Engineering				
General Fund	86,034,401	88,210,371	88,210,371	**37,519,057**
Special Revenue Fund(s)	82,496,902	95,562,054	92,424,780	**296,987,900**
Enterprise Fund(s)	1,076,882,501	1,245,384,370	1,148,654,613	**1,262,908,600**
Total Public Works & Engineering	1,245,413,804	1,429,156,795	1,329,289,764	**1,597,415,557**
Solid Waste Management				
General Fund	68,472,125	65,090,256	65,090,256	**65,543,214**
Special Revenue Fund(s)	1,151,709	1,064,170	1,064,170	**1,346,681**
Total Solid Waste Management	69,623,834	66,154,426	66,154,426	**66,889,895**
General Services				
General Fund	47,632,949	47,365,835	47,365,835	**45,980,817**
Total General Services	47,632,949	47,365,835	47,365,835	**45,980,817**
Planning & Development				
General Fund	8,985,326	8,245,190	8,245,190	**7,272,316**
Special Revenue Fund(s)	26,498	838,969	29,096	**809,873**
Total Planning & Development	9,011,824	9,084,159	8,274,286	**8,082,189**
Total Development & Maintenance Services	**1,371,682,411**	**1,551,761,215**	**1,451,084,311**	**1,718,368,458**
Human & Cultural Services				
Housing & Community Development				
General Fund	831,514	885,416	885,416	**619,779**
Library				
General Fund	37,236,819	35,726,967	35,726,967	**32,440,392**
Special Revenue Fund(s)	784,380	1,300,438	1,229,487	**1,256,268**
Total Library	38,021,199	37,027,405	36,956,454	**33,696,660**
Parks and Recreation				
General Fund	67,500,364	63,498,879	63,498,879	**60,710,583**
Special Revenue Fund(s)	7,090,452	8,865,988	8,865,988	**7,781,500**
Total Parks and Recreation	74,590,816	72,364,867	72,364,867	**68,492,083**
Health and Human Services				
General Fund	48,541,091	45,949,315	45,949,315	**39,551,067**
Special Revenue Fund(s)	0	550,400	550,400	**923,613**
Total Health and Human Services	48,541,091	46,499,715	46,499,715	**40,474,680**

Table I
EXPENDITURE SUMMARY BY DEPARTMENT

	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Convention & Entertainment				
General Fund	1,158,611	0	0	**0**
Enterprise Fund(s)	91,469,776	86,426,322	86,426,322	**99,037,227**
Total Convention & Entertainment	92,628,387	86,426,322	86,426,322	**99,037,227**
Total Human & Cultural Services	**254,613,007**	**243,203,725**	**243,132,774**	**242,320,429**
Administrative Services				
Mayor's Office				
General Fund	2,879,358	2,990,371	2,990,371	**2,310,327**
Special Revenue Fund(s)	2,886,236	3,178,074	3,144,415	**3,571,879**
Total Mayor's Office	5,765,594	6,168,445	6,134,786	**5,882,206**
Office of Business Opportunity				
General Fund	2,456,375	2,384,364	2,384,364	**2,018,421**
City Council				
General Fund	5,093,453	5,473,508	5,302,832	**5,736,480**
City Controller				
General Fund	7,114,898	7,491,887	7,491,887	**6,843,122**
Finance Department				
General Fund	9,908,198	10,162,846	10,162,846	**22,419,449**
Administration and Regulatory Affairs				
General Fund	30,205,570	32,058,743	32,058,743	**37,236,737**
Special Revenue Fund(s)	16,747,211	23,024,431	22,974,253	**27,124,393**
Total Administration and Regulatory Affairs	46,952,781	55,083,174	55,032,996	**64,361,130**
Information Technology				
General Fund	19,065,293	19,076,833	19,076,833	**17,112,057**
Special Revenue Fund(s)	107,282	300,668	0	**0**
Total Information Technology	19,172,575	19,377,501	19,076,833	**17,112,057**
City Secretary				
General Fund	685,149	752,323	752,323	**790,347**
Human Resources				
General Fund	3,180,798	3,377,644	3,377,644	**3,169,137**
Legal				
General Fund	16,310,490	16,802,431	16,802,431	**13,719,064**
Total Administrative Services	**116,640,311**	**127,074,123**	**126,518,942**	**142,051,413**
Other				
Houston Airport System				
Enterprise Fund(s)	427,411,250	420,273,516	420,273,516	**431,070,811**
General Debt Service				
General Fund	240,020,000	220,838,000	220,838,000	**229,700,000**
Special Revenue Fund(s)	14,876,704	14,307,000	14,307,000	**0**
General Government				
General Fund	80,566,319	90,678,651	90,678,651	**102,293,940**
Total Other	**762,874,273**	**746,097,167**	**746,097,167**	**763,064,751**
Grand Total Expenditures	**3,725,820,048**	**3,896,828,068**	**3,791,946,090**	**4,036,643,719**

* Totals include interfund eliminations
* Totals include General, Special and Enterprise Funds.

TABLE II
CITYWIDE REVENUE SUMMARY

Listed below are the resources for all City funds by category. All City funds include General, Special, Enterprise and Capital Project Funds and exclude interfund transfers. The largest revenue source for the City is general property taxes which are projected to decrease by approximately 1.06%. The second largest source of revenues is collection from the City's Combined Utility System for water and sewer charges, which are projected to increase by approximately 5.13%. Together these two sources account for approximately 49.49% of all City revenues.

CITYWIDE REVENUE BY CATEGORY
($ in Million)

Revenue Category	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget	FY2012 vs. FY2011	% of Total
General Property Taxes	893	846	851	842	-1.06%	24.17%
Water & Sewer	699	880	839	882	5.13%	25.32%
Sales Taxes	469	474	491	519	5.70%	14.90%
Aviation	407	407	406	418	2.96%	12.00%
Franchise Fees	195	193	195	195	0.00%	5.60%
Charges for Services	82	83	86	209	143.02%	6.00%
Intergovernmental	43	65	65	120	84.62%	3.44%
Other	55	115	80	53	-33.75%	1.52%
Other Tax	65	65	68	73	7.35%	2.10%
Interest Income	39	35	31	29	-6.45%	0.83%
Licenses and Permits	58	59	62	74	19.35%	2.12%
Fines and Forfeits	70	67	57	55	-3.51%	1.58%
Pension Bonds	20	0	0	0	100%	0.00%
Industrial Assessment	16	16	15	15	0.00%	0.43%
Total Revenue	**3,111**	**3,305**	**3,246**	**3,484**	**7.33%**	**100.00%**

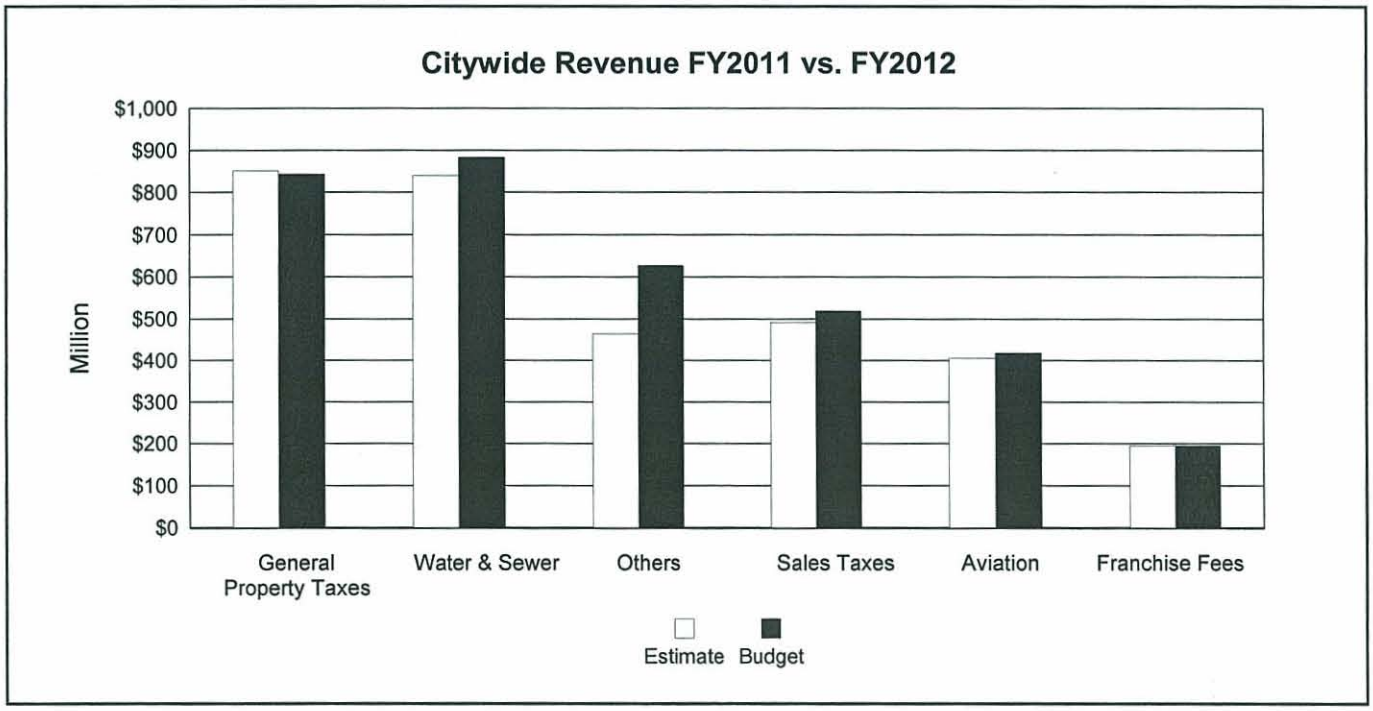

TABLE III
CITYWIDE EXPENDITURE SUMMARY

Listed below are the expenditures for all City funds by category. All City funds include General, Special, Enterprise and Capital Project Funds and exclude interfund transfers. Personnel Services, accounting for more than 50%, is the largest expenditure category projected at 50.82%. The second largest City expenditure is on payment of principal and interest on long-term debt, which is 25.67% of total expenditures. Together these two categories account for approximately 76.49% of all City expenditures.

CITYWIDE EXPENDITURES BY CATEGORY
($ in Million)

Expenditure Category	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget	FY2012 vs. FY2011	% of Total
Personnel Services	1,722	1,739	1,722	1,649	-4.24%	50.82%
Debt Service and Other Uses	738	835	750	833	11.07%	25.67%
Other Services and Charges	622	648	647	602	-6.96%	18.55%
Supplies	108	123	124	123	-0.81%	3.79%
Equipment	14	15	15	27	80.00%	0.83%
Non-Capital Equipment	12	12	12	11	-8.33%	0.34%
Total Expenditure	**3,216**	**3,372**	**3,270**	**3,245**	**-0.76%**	**100.00%**

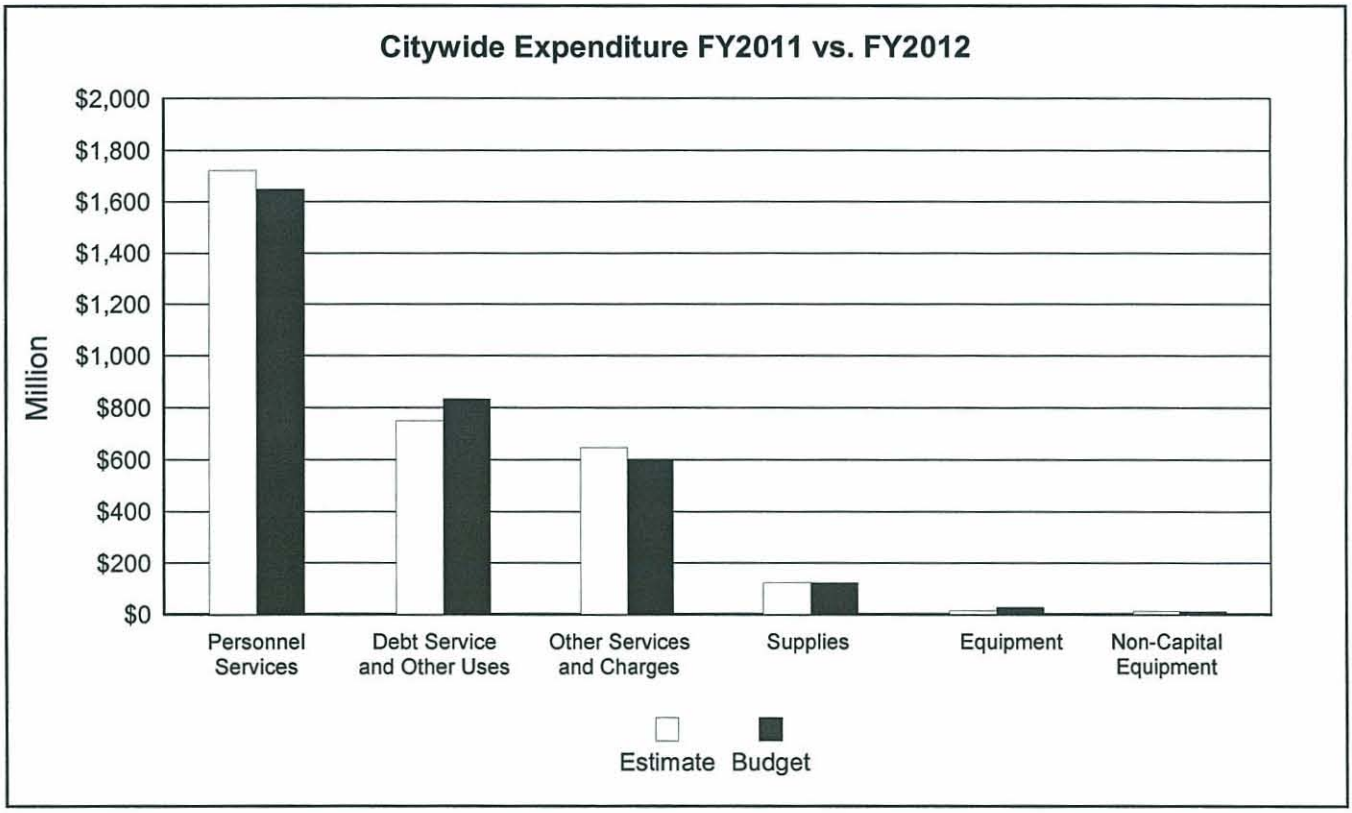

TABLE IV
CITYWIDE PERSONNEL SUMMARY

Fund/Business Area	Full-Time Equivalents (FTEs)				Overtime FTEs		
	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget	FY2010 Actual	FY2011 Current Budget	FY2012 Budget
GENERAL FUND							
Public Safety							
Crime Lab/Civilian	63.0	63.0	63.0	60.0	0.8	1.0	0.9
Crime Lab/Classified	1.0	0.0	0.0	0.0	0.0	0.0	0.0
Fire/Civilian	243.3	216.2	222.8	117.6	4.6	6.8	0.7
Fire/Classified	3,940.0	3,867.3	3,866.1	3,796.9	235.1	241.0	195.1
Fire/Cadets	28.5	43.8	43.8	24.0	0.0	0.0	0.0
Municipal Courts Department	320.5	299.0	301.2	284.3	0.2	0.6	0.0
Police/Civilian	1,433.8	1,448.2	1,358.5	1,104.4	48.6	40.3	28.4
Police/Classified	5,259.7	5,081.1	5,109.0	5,041.1	135.2	112.9	81.8
Police/Cadets	135.0	35.0	81.0	82.7	0.0	0.0	0.0
Total Public Safety	**11,424.8**	**11,053.6**	**11,045.4**	**10,511.0**	**424.5**	**402.6**	**306.9**
Development & Maintenance Services							
General Services	227.8	220.3	210.8	194.2	5.4	6.0	5.4
Planning & Development	107.0	101.1	93.4	75.5	0.0	0.0	0.0
Public Works and Engineering	498.5	502.1	472.2	9.0	30.5	30.4	0.0
Solid Waste Management	609.7	634.6	628.6	439.6	23.8	33.9	28.2
Total Development & Maintenance Services	**1,443.0**	**1,458.1**	**1,405.0**	**718.3**	**59.7**	**70.3**	**33.6**
Human & Cultural Services							
Health & Human Services	661.7	567.0	567.0	450.6	5.6	2.4	2.2
Housing & Community Development	2.5	3.0	3.1	2.9	0.0	0.0	0.0
Library	517.2	508.6	496.2	413.7	0.2	0.6	0.0
Parks & Recreation	833.1	841.2	768.7	650.3	5.7	5.8	0.5
Total Human & Cultural Services	**2,014.5**	**1,919.8**	**1,835.0**	**1,517.5**	**11.5**	**8.8**	**2.7**
Administrative Services							
Administration and Regulatory Affairs	374.5	336.7	327.8	342.8	1.4	1.9	3.5
City Controller	76.8	75.7	75.7	65.6	0.0	0.0	0.0
City Council	72.4	83.0	83.0	79.0	0.0	0.0	0.0
City Secretary	11.4	12.4	12.4	12.2	0.0	0.0	0.0
Finance Department	76.9	74.9	74.9	72.6	0.0	0.0	0.0
Human Resources	41.8	40.8	38.6	37.8	0.0	0.0	0.0
Information Technology	168.8	164.4	155.9	126.8	0.8	1.1	0.7
Legal	161.0	169.8	162.3	118.8	0.0	0.0	0.0
Mayor's Office	35.2	34.5	34.3	22.4	0.0	0.0	0.0
Office of Business Opportunity	35.8	30.0	30.0	24.0	0.0	0.0	0.0
Total Administrative Services	**1,054.6**	**1,022.2**	**994.9**	**902.0**	**2.2**	**3.0**	**4.2**
Total General Fund	**15,936.9**	**15,453.7**	**15,280.3**	**13,648.8**	**497.9**	**484.7**	**347.4**
ENTERPRISE FUNDS							
Aviation	1,497.3	1,560.0	1,533.0	1,488.0	47.4	45.0	44.3
C & E - Facility Operating Fund	116.6	119.6	119.6	0.0	2.2	2.0	0.0
PW&E - Public Utilities-Water & Sewer	2,185.1	2,278.9	2,095.5	2,207.8	152.9	107.2	124.8
Total Enterprise Funds	**3,799.0**	**3,958.5**	**3,748.1**	**3,695.8**	**202.5**	**154.2**	**169.1**

TABLE IV
CITYWIDE PERSONNEL SUMMARY

Fund/Business Area	Full-Time Equivalents (FTEs)				Overtime FTEs		
	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget	FY2010 Actual	FY2011 Current Budget	FY2012 Budget
SPECIAL REVENUE FUNDS							
ARA - Parking Management	53.5	61.0	61.0	67.0	0.4	0.3	0.3
ARA - BARC Special Revenue	0.0	76.8	74.1	106.2	0.0	0.0	1.2
HLT - Swimming Pool Safety	0.0	5.5	5.5	11.9	0.0	0.0	0.0
Houston Emergency Center	250.1	264.2	264.2	266.3	6.7	10.8	10.4
Cable Television	11.2	12.9	12.7	12.9	0.1	0.1	0.1
Parks Special Revenue	95.2	115.5	115.5	92.0	3.9	6.8	4.4
Police - Asset Forfeiture/Civilians	0.0	0.0	0.0	0.0	0.2	0.0	0.0
Police - Asset Forfeiture/Classified	0.0	0.0	0.0	0.0	24.8	26.0	25.8
Police - Auto Dealers/Civilians	6.3	7.0	7.0	8.0	0.1	0.2	0.2
Police - Auto Dealers/Classified	22.2	20.5	20.5	23.0	1.5	1.6	1.6
Police - Digital Automated Red Light/Civilians	15.0	23.0	23.0	0.0	0.3	0.2	0.0
Police - Digital Automated Red Light/Classified	5.0	79.2	25.9	0.0	5.8	9.0	0.0
Police - Special Services/Civilians	8.1	18.2	3.7	3.0	0.8	0.0	0.0
Police - Special Services/Classified	77.5	182.1	180.1	220.4	108.5	90.2	111.9
Police - Mobility Response Team/Civilians	31.4	36.0	31.0	31.0	0.1	0.7	0.1
Police - Mobility Response Team/Classified	0.0	0.0	0.0	0.0	0.0	0.2	0.0
PW & E - Dedicated Drainage & Street Renewal	0.0	0.0	0.0	488.3	0.0	0.0	29.5
PW & E - Mobility Response Team	6.1	7.0	5.8	6.0	0.1	0.1	0.1
PW & E - Building Inspection	492.8	473.7	469.1	482.5	12.0	15.7	15.3
PW & E - Stormwater Utility	380.0	382.6	364.7	382.6	24.5	25.8	24.8
PW & E - Houston TranStar	7.0	7.0	6.9	7.0	0.0	0.0	0.0
Municipal Courts Juvenile Case Manager Fee	10.4	15.0	12.3	14.0	0.0	0.0	0.0
Municipal Courts Security Fund	22.6	21.2	21.0	20.8	0.0	0.0	0.0
Municipal Courts Technology Fee Fund	6.2	7.0	7.0	0.0	0.0	0.0	0.0
Library - Digital Houston	2.0	2.0	2.0	2.0	0.0	0.0	0.0
Solid Waste - Recycling Expansion Program	0.5	1.0	1.0	4.0	0.0	0.0	0.0
Total Special Revenue Funds	**1,503.1**	**1,818.4**	**1,714.0**	**2,248.9**	**189.8**	**187.7**	**225.7**
Total General, Enterprise and Special Funds	**21,239.0**	**21,230.6**	**20,742.4**	**19,593.5**	**890.2**	**826.6**	**742.2**
INTERNAL SVC./SERVICE CHARGEBACK							
Human Resources - Health Benefits	42.5	46.3	42.3	48.0	0.2	0.1	0.1
General Services - Central Svc Revolving	11.8	13.0	13.0	6.0	0.0	0.1	0.0
Human Resources - Central Svc Revolving	6.0	75.7	68.5	129.0	0.0	0.0	0.0
Information Technology - Central Svc Revolving	2.0	2.0	2.0	6.3	0.0	2.0	0.0
Planning & Development - Central Svc Revolving	8.0	12.5	11.1	11.5	0.0	0.0	0.0
General Services - In-House Renovation	27.8	30.0	28.0	30.0	1.0	0.3	0.1
FMD - Fleet Management	0.0	1.5	1.5	273.9	0.0	0.0	10.2
PW & E - Fleet Management	94.8	96.9	90.6	92.0	4.7	8.5	8.1
PW & E - Project Cost Recovery	317.5	350.3	322.0	330.0	4.3	5.4	6.1
General Services - Project Cost Recovery	28.0	28.0	28.0	25.0	0.0	0.0	0.0
Information Technology - Project Cost Recovery	13.6	38.1	38.1	38.0	0.0	0.0	0.3
ARA - Property and Casualty	5.0	5.0	5.0	5.0	0.0	5.0	0.0
Legal - Property and Casualty	26.2	27.0	25.0	46.5	0.0	0.0	0.0
Human Resources - Workers' Compensation	30.4	33.8	31.2	30.6	0.0	0.0	0.0
Legal - Workers' Compensation	5.0	5.0	5.0	3.0	0.0	0.0	0.0
Total Internal Svc./Service Chargeback	**618.6**	**765.1**	**711.3**	**1,074.8**	**10.2**	**21.4**	**24.9**
Total FTEs	**21,857.6**	**21,995.7**	**21,453.7**	**20,668.3**	**900.4**	**848.0**	**767.1**

SUPPLEMENTARY INFORMATION

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Authority I-6

Brief Description of the Funds Used in Budget Process I-7

Significant Financial and Budgetary Policies I-13

Operating Budget Process I-20

Demographic/Economic Summary of the City I-24

GUIDE TO READING THE OPERATING BUDGET

This section explains the format and contents of the FY2012 Budget document. The major sections of the budget are described below.

THE MAYOR'S BUDGET MESSAGE

The Mayor's budget message to the City Council outlines the priorities upon which the FY2012 Budget was prepared. Service highlights and significant changes are discussed.

SUPPLEMENTARY INFORMATION

This section provides a City of Houston fact sheet with leading economic indicators, the authorization for the budget, and a detailed discussion of the budget methodology. An economic forecast, overview of the budget, overview of funds, and financial and budgetary policies are also presented. Summary information for all funds is presented by department.

GENERAL FUND

This section includes a fund summary, a General Fund resources summary, and a General Fund expenditure summary. These summaries are followed by General Fund departmental operating budgets.

The General Fund departments are grouped by function. The functions and their component departments are as follows:

PUBLIC SAFETY AND JUSTICE

- Fire
- Houston Emergency Center
- Municipal Courts
- Police

DEVELOPMENT AND MAINTENANCE SERVICES

- General Services
- Planning and Development
- Public Works & Engineering (PWE)
- Solid Waste Management

GENERAL GOVERNMENT

HUMAN AND CULTURAL SERVICES

- Convention & Entertainment
- Health and Human Services
- Housing and Community Development
- Library
- Parks and Recreation

ADMINISTRATIVE SERVICES

- Administration and Regulatory Affairs
- City Controller
- City Council
- City Secretary
- Finance
- Human Resources
- Information Technology
- Legal
- Mayor's Office
- Office of Business Opportunity

GENERAL FUND DEBT SERVICE

A brief departmental narrative outlines the department's responsibilities, budget, and service level. A departmental organization chart shows divisions and/or programs with staffing and expenditure levels.

Also included is a graph that presents a nine-year departmental expenditure history and the adopted budget. Within a departmental summary, related totals may vary slightly due to rounding.

- Department/Budget Summary

  This form includes summaries of expenditures, revenues, and staffing levels for the FY2010 Actual, FY2011 Budget, FY2011 Estimate, FY2012 Budget and FY2012 highlights of services or new programs. The FY2011 Estimate (FY2011 Projected) is based on the March 2011 Monthly Financial and Operations Report (MFOR) for General, Enterprise, Special Revenue, and Internal Service Funds.

- Programs by Department

  This form summarizes departmental program objectives, expenditures, staffing levels, and performance measures for the FY2010 Actual, FY2011 Estimate, and FY2012 Budget.

- Personnel Summary

  This schedule lists positions by job classification code. The total is adjusted to full-time equivalents (FTEs).

- Department Expenditure Line Item Detail

  This form provides departmental expenditure information by line item for the FY2010 Actual, FY2011 Budget, FY2011 Estimate, and FY2012 Budget.

- Department Revenue Summary

  This form provides departmental revenue information by revenue source for the FY2011 Budget, FY2011 Estimate and FY2012 Budget.

ENTERPRISE FUNDS

The City of Houston has three Enterprise Fund operations: Aviation, Convention and Entertainment Facilities and the Combined Utility System. These funds have the same budget presentation as described for General Fund departments, with the exception of the Fund Summary that follows the departmental narrative. Aviation's Airport Capital Outlay Fund and Combined Utility System's Water and Sewer System Operating Fund are separate funds for the purchase of capital outlay items. The Combined Utility System Water and Sewer Operating Fund pay the debt service, in addition to making operating transfers to the Combined Utility System General Purpose Fund. This fund is used for capital outlays, discretionary payments, transfers to storm water, and other permissible activities. In general, the Fund Summary includes the following items for the FY2011 Budget, the FY2011 Estimate, and the FY2012 Budget:

- Beginning fund balance/equity
- Current and projected revenues
- Current and projected expenditures
- Planned ending fund balance
- Fund balance distribution, where appropriate

SPECIAL REVENUE FUNDS

Special Revenue Funds are established to account for the proceeds of specific revenue sources, which are restricted to expenditures for specified purposes. In FY2012, the Special Revenue Funds include the following:

- Asset Forfeiture
- Auto Dealers
- BARC
- Building Inspection
- Cable Television
- Child Safety
- Digital Automated Red Light Enforcement Program
- Digital Houston
- Fleet and Equipment Acquisition
- Historic Preservation Fund
- Houston Emergency Center
- Houston TranStar Center
- Juvenile Case Manager Fund
- Mobility Response Team
- Municipal Courts Building Security
- Municipal Courts Technology Fee
- Parking Management
- Parks and Recreation Special Revenue
- Police Special Services
- Recycling Expansion Program
- Supplemental Environmental Protection
- Swimming Pool Safety Fund

INTERNAL SERVICE FUNDS

Internal Service Funds are established for the purpose of providing services to City departments on a cost-reimbursement basis. Services provided by personnel in this fund type are charged to the department receiving the services. The Internal Service Funds section includes the following operations in FY2012:

- Health Benefits
- Long-Term Disability

The presentation format for the Internal Service Funds is identical to the Enterprise Funds.

CAPITAL AND EQUIPMENT

The Capital and Equipment Program has its own budget cycle. The equipment in this program is financed by the issuance of Commercial Paper (CP). A separate appropriation is established after the issuance of CP.

SERVICE CHARGEBACK FUNDS

Service Chargeback Funds, previously known as Revolving Funds are also established to provide services on a cost-reimbursement basis and as an administrative convenience. In these funds, supplies and services are delivered or acquired on behalf of a department, which is later billed. For example, the Central Services Revolving Fund pays the electrical bills for departments and is then reimbursed. This procedure also allows for the accurate allocation of costs by departments and funds that use the modified accrual basis of accounting. These funds are sub-funds of the General Fund. The format for the Service Chargeback Funds is identical to the Enterprise Funds.

The Service Chargeback Funds section includes the following operations in FY2012:

- In-House Renovation
- Fleet Management
- Property and Casualty
- Workers' Compensation
- Central Services
- Project Cost Recovery

DEBT SERVICE FUNDS

This section consists of a narrative explaining the purpose of these funds, highlights of the FY2012 Budget, the reserve policy, and Fund Summary tables. In addition, this section includes the Annual Financing Plan (AFP), which outlines the proposed schedule for various debt issuances in the upcoming fiscal year.

APPENDICES

This section includes the glossary, which defines key budget terms and expenditure line item details for the General Fund, Enterprise and Special Revenue Funds, and Citywide funds. These include line item details for the FY2010 Actual, the FY2011 Budget, the FY2011 Estimate, and the FY2012 Budget.

A departmental cross reference is included in the appendices. This is an alphabetical listing by department, of all funds and where they are located in the FY2012 Operating Budget, by section, and page number. Schedules for revenue supported debt service are included in the appendices. Also included is a summary of the FY2012 City Council actions as well as the FY2012 Budget Ordinance.

AUTHORITY

The City of Houston's Operating Budget is proposed and approved in accordance with state law, the City Charter, and the City Code of Ordinances.

- The Mayor submits the Operating Budget and the Capital Improvement Plan (CIP) to the City Council for approval. The Operating Budget and Capital Improvement Plan include the following features:
  - Revenues, expenditures, and fund balances for FY2010 Actual; FY2011 Estimate; and the proposed budget for FY2012,
  - All City funds, over which the City Council has discretionary approval authority,
  - Proposed estimates for the tax rate and the water and sewer rate for the upcoming fiscal year,
  - All projects for which appropriations will be made in the subsequent fiscal year, and
  - All outstanding obligations and indebtedness of the City.
- The City Council then reviews the Operating Budget and Capital Improvement Plan under the following actions:
  - Calls, publicizes, and conducts public hearings on the Operating Budget and CIP,
  - Proposes and approves recommended changes to the Operating Budget and CIP, and
  - Considers a separate ordinance, which approves the Operating Budget, a motion which adopts the Capital Improvement Plan, and an ordinance which appropriates funds for approved budgetary purposes and projects.
- After the City Controller certifies that funds are available for all appropriations, the Council is presented with an appropriation ordinance.

Prior to the first day of the fiscal year, the City Council is authorized by the City Charter to adopt an ordinance appropriating funds to support the operations of City government. The ordinance usually appropriates most of the proposed budget. The level of appropriation will vary by fund, given the fiscal condition of the fund. This appropriation serves as an interim spending plan authorization until the General Appropriation Ordinance is considered by City Council. At the time of General Appropriation, most of the property tax revenue has been received and the City Controller is able to certify that funds are available for the entire budget.

BRIEF DESCRIPTION OF THE FUNDS USED IN BUDGET PROCESS

The City of Houston's financial management and accounting structure encompasses the ongoing operations and capital programs of twenty-four General Fund departments plus General Government and General Fund Debt Service, approximately thirty-nine separate funds, and numerous independent entities or operations for which the City acts as trustee.

Governmental Funds

General revenues (i.e., property taxes, sales taxes, franchise fees, Municipal Courts fines, etc.) are budgeted and received in the General Fund for the support of most basic city services. Operations and services for public safety, financial services, libraries, solid waste management, health, most parks and recreation services, street traffic control, esplanade mowing and citywide administration are included in the General Fund.

Enterprise Funds

Several of the City's operating departments operate similar to private enterprises. Their operations and long-term debt are covered entirely by user fees or dedicated revenue sources.

The Public Utilities - Water and Sewer Fund is managed by the Combined Utility System. All maintenance, operation, reserve, and debt service requirements for Public Utilities are accounted for as an Enterprise Fund in the Public Works & Engineering Department. Capital equipment expenses for water and sewer services are recorded in the Public Utilities - Capital Outlay Fund. All capital outlay expense for the Aviation Department is budgeted in the Airport System Capital Outlay Fund 8012 in full compliance with bond ordinances. Budgets covering maintenance and operations, reserves, and debt service for each of these funds are presented in the budget.

- Aviation Department
- Airport System Capital Outlay
- Combined Utility System
- Convention & Entertainment Facilities

Special Revenue Funds

The proceeds of dedicated general purpose revenue sources are budgeted and received in several Special Revenue Funds. The following describes the City's Special Revenue Funds:

- Digital Houston. This fund is used by the City of Houston to build a citywide wireless broadband Wi-Fi mesh network that will provide affordable high-speed internet access for residents of and visitors to Houston. It will also enable municipal employees to work in the field without having to return to the office to use traditional landlines to complete their task. The fund will be necessary to receive payments and to allow the City to fund inclusion programs for low income and other individuals. This fund is administered by the Library Department.

- The Houston Emergency Center Fund. This fund consolidates the City's four separate emergency services into one state of the art facility. This fund is administered by the Houston Emergency Center.

- Cable Television Special Fund. This fund, under certain cable television franchise agreements with the City, receives contributions on a subscriber basis. These funds are budgeted for public access cable television programming and related costs in the Cable Television Special Fund. The Mayor's Office is responsible for administering this fund.

- The Municipal Courts Building Security Fund. This fund was established in FY1997 to provide for the safety of civilians and civil service employees conducting business at Municipal Court buildings. Revenues generated ($3 from every defendant convicted of any offense) are used to contract security officers and purchase security equipment such as video arraignment equipment, court room cameras and the installation of a card-key security system. This fund is administered by the Municipal Courts Department.

- The Municipal Courts Technology Fee Fund. This fund generates a $4 fee charged for convictions on all traffic and non-traffic misdemeanor offenses occurring on or after June 25, 2000. The purpose of the fund is to solely finance technological enhancements for the Municipal Courts, including computer systems, networks, hardware, software, imaging systems, electronic ticket writers and docket management systems. The FY2012 Budget includes debt repayment on bonds issued to purchase the new case management system and other equipment and services necessary for the operation of the new system. This fund is administered by the Municipal Courts Department.

- The Parks Special Revenue Fund. This fund is used to account for revenues and certain expenditures related to operations of the City's municipal golf courses and youth programs. This fund is administered by the Parks and Recreation Department.

- The Police Special Service Fund. This fund is used to account for activities that are not covered under the General Fund Budget. The activities include joint police operations, security and traffic control, undercover support services and use of HPD facilities. The Police Department administers this fund.

- The Asset Forfeiture Fund. This fund is administered by the Houston Police Department (HPD). The City receives forfeited funds resulting from HPD's role in drug-related seizures. This fund provides resources beyond HPD's General Fund budget for crime enforcement. Specifically, these funds are used to address the drug problem in a manner consistent with the department's Comprehensive Narcotics Plan.

- Auto Dealers' Special Revenue Fund. This fund is budgeted to pay the license fees paid by tow truck drivers and various automotive sales, repair, storage and salvage dealers to finance a portion of the Police Department's enforcement efforts regarding privately owned storage lots. This fund is also administered by the Police Department.

- The Child Safety Fund. This fund is used to account for monies received for public, parochial and private school crossing guard programs. Revenues to the fund come from an assessment of a Municipal Court fee of $5 on non-criminal municipal violations and an additional $1.50 fee for each vehicle registration authorized by Harris County. The Police Department administers this fund.

- Digital Automated Red Light Enforcement Program. This fund tracks the financial and accounting balances from all penalties and fees collected and all costs associated with the operation and enforcement of the photographic traffic monitoring system. This fund is administered by the Police Department.

- Supplemental Environmental Protection Fund. This fund is for the advancement of the goals of clean air and water and to enhance the community environment impacted by criminal environmental violators. This fund is administered by the Police Department.

- The Building Inspection Special Fund. This fund includes all construction and building permit revenues and expenditures for inspections and permitting activities. Outdoor sign license fees are received in this fund for enforcement of the City's sign ordinance. This fund is administered by the Public Works & Engineering (PWE) Department.

- Houston TranStar Center Fund. This fund was established for the planning, design, operation and maintenance of transportation and emergency management operations within the greater Houston area. Funding is derived from revenue received from member agencies and is prorated based on occupancy and use of center facilities. This fund is administered by the Public Works & Engineering (PWE) Department.

- The mission of the Mobility Response Team is to respond and mitigate significant traffic congestion resulting from malfunctioning traffic signals, accidents and other mobility issues throughout the City. The team is a partnership between the Police and Public Works & Engineering (PWE) Departments.

- Juvenile Case Manager Fund. This fund was established under Article 45.056 of the Texas Code of Criminal procedure to assess a juvenile case manager fee for each defendant convicted of a fine-only misdemeanor offense and may only be used to finance the salary and benefits of juvenile case managers. This fund is administered by the Municipal Courts Department.

- Historic Preservation Fund. This fund is administered by the Planning and Development Department, which was established in FY2010 to utilize funds set aside from the sale of historic fire stations by the City in FY2009 to promote historic preservation programs. It utilizes city funds as seed money to encourage private investment, attract grant funds, and support educational programs that will further preservation efforts in Houston.

- Recycling Expansion Program Fund. This fund was created to allocate dedicated funds to be used for the expansion and implementation of the City's Recycling Programs. Efforts include citywide tree waste recycling, additional neighborhood depository sites, curbside recycling and increased education and outreach. These efforts allow the City to improve its current landfill diversion rate. This fund is administered by the Solid Waste Management Department.

- Fleet and Equipment Acquisition Fund. This fund was reclassified from an internal service fund to a special revenue fund in FY2009. In the past years, General Fund made payments to the Fund for the use of specific capital equipment, which then paid the debt service associated with the equipment. Beginning in FY2012, these payments are consolidated and included in the General Fund transfer to the Debt Service Fund. This fund is administered by the Finance Department.

- Parking Management Fund. This fund is responsible for managing and providing on-street parking alternatives to the citizens in the greater Houston area. This fund is administered by the Administration and Regulatory Affairs Department.

- BARC Special Revenue Fund. BARC (Bureau of Animal Regulation and Care) is authorized to receive funds from any source for the purpose of supporting the maintenance and operation of the City's animal shelter facilities and programs. This fund is administered by the Administration and Regulatory Affairs Department.

- Swimming Pool Safety Fund. This fund receives proceeds from enforcing municipal, state and federal pool and spa safety standards. State and federal pool and safety standards apply to all pools and spas serving more than two dwellings; in accordance with these requirements, operators of pool and spas at apartment or condominium projects are required to obtain permits and to comply with the requisite standards. The fees collected in pursuant of swimming pool and spa safety are used for the purposes of activities related to permitting, inspecting, monitoring, abating, controlling, educating and enforcement of municipal, state and federal standards. This fund is administered by the Health and Human Services Department.

Internal Service Funds

Internal Service Funds were established for the purpose of providing services to City departments on a cost-reimbursement basis. These funds are shown in the Internal Service Fund section of the budget document. Included are the following:

- The Health Benefits Fund was created to account for the financial activity of the City's medical or health-related plans. Employee, retiree, and City premium contributions are budgeted as revenues. Medical and dental premiums, some self-insured medical claims, life insurance premiums, payments to employees for dependent care reimbursement, and health benefits program administrative costs are budgeted as expenditures. This fund is administered by the Human Resources Department.

- The Long-Term Disability (LTD) Fund was established in FY1985 and is used to account for the long-term sick leave benefits for eligible city employees. The LTD Fund is funded solely by the City through premiums charged to the departments based on the number of employees covered by the plan. Such premiums cover the cost of all benefits (claims) to the employees and third party administrative fees. This fund is administered by the Human Resources Department.

Service Chargeback Funds

Service Chargeback Funds, previously known as Revolving Funds, are established to provide services to other City departments on a cost-reimbursement basis and are shown in the Service Chargeback Funds Section. Included are the following:

- The Central Services Revolving Fund. This fund provides goods and services to operating departments. The receiving department's budget is charged for the actual cost incurred by the Central Services Revolving Fund, with the revolving fund revenue account credited by the same amount. As an example, citywide temporary personnel costs are budgeted in this fund.

- The In-House Renovation Fund. This fund is used to capture the costs associated with the renovation and reconstruction of fire stations. All costs are charged to the revolving fund in anticipation of billing a bond fund, General Fund or CDBG grant fund for reimbursement. This fund is administered by the General Services Department.

- The Fleet Management Fund. This fund is administered by the Fleet Department, which is used to account for fleet maintenance for twenty-six City departments.

- The Property and Casualty Fund records the transactions of the City's self-insurance program for lost and personnel action claims. The Administration & Regulatory Affairs Department oversees the insurance functions while the Legal Department administers the claims portion. Revenue is generated from premiums assessed to other funds; premiums are based on projected expenditures.

- The Workers' Compensation Fund. This fund was established to collect and report all costs of compliance to statutes related to Workers Compensation. The revenues are derived through charging the departments an administrative premium of $8.75 semi-monthly per employee plus all direct costs related to claim expenditures, which includes indemnity, medical and disability payments. This fund is administered by the Human Resources Department.

- Project Cost Recovery Fund. This fund is used to pay the costs of department employees who directly and indirectly work on CIP-related projects. These costs are then recovered from the appropriate CIP project fund. This fund is administered by the Finance Department.

Equipment Acquisition Consolidated Fund

The Equipment Acquisition Consolidated Fund supports the acquisition of durable capital assets for all General Fund departments and selected Special Revenue Funds. Historically, funding has come from issuing Commercial Paper for the purchase of such capital assets. Funding continues to come from the issuance of Commercial Paper and other sources such as capital lease financing. This fund is administered by the Fleet Department.

Debt Service Funds

General Obligation debt is secured by and payable from the receipts of an annual ad valorem tax levied, within legal limits, on taxable property within the City. The City has covenanted to assess, levy and collect an ad valorem tax in each calendar year, within applicable limitations, sufficient to pay the principal of and interest on all outstanding obligations payable in such Tax Year. Such obligations include (i) Public improvement bonds, (ii) Certificates of obligation, (iii) Certain obligations to fund a portion of the City's unfunded actuarially accrued liability to the City's pension programs, and (iv) General obligation commercial paper notes.

The primary source of funds to make such obligated payments is the General Fund, which annually transfers the legally required amount into the Debt Service Fund, which accumulates the resources necessary to pay the principal of and interest on all outstanding obligations payable in that Fiscal Year. The Debt Service Fund makes payments for arbitrage rebate and administrative fees to administer the debt program.

The City's tax rate for Fiscal Year 2011 (Tax Year 2010) was $0.63875 (per $100 assessed valuation), which includes $0.175388 for debt service. This debt service tax rate is what determines the amount of funds that the General Fund is legally required to transfer into the Debt Service Fund.

The City's Financial Policies Ordinance provides that any capital project financed through the issuance of bonds or other obligation shall be financed for a period not to exceed the expected useful life of the project. Average (weighted) general obligation bond (or other obligations) maturities shall be kept at or below 12 years. The Financial Policies Ordinance also provides that annual contributions to the Debt Service Fund shall not exceed 20% of the total General Fund revenues, excluding state and federal grants.

Trust and Agency Funds

Trust and Agency Funds are used to account for assets held by a government unit as trustee, or agent for the individuals, private organizations, other governmental units, and/or other funds. The City has created twenty-two trust and agency funds for Tax Increment Reinvestment Zones (TIRZ) since FY1991. As development occurs in each zone, taxes generated by the increase in value attributable to those improvements, or "tax increment", are captured in separate funds set up for each TIRZ. TIRZ Funds are then used to pay for approved project costs. Examples of typical costs include: infrastructure improvements in water, sanitary sewer, and storm water systems, lighting, paving on public right-of-way, streetscaping, impact fees, and debt service on bonds sold for the same purpose. Contributions from other taxing jurisdictions participating in the TIRZ are collected by each respective jurisdiction and sent to the City for deposit in the TIRZ funds. The Finance Department administers the funds.

Capital Project Funds

Funding for major capital improvement projects, regardless of funding source, is presented in the five year Capital Improvement Plan (CIP) and is budgeted in the first year of that plan. Debt service requirements are budgeted in the General Debt Service Fund or Enterprise Funds where applicable. Funding for each capital project, including site acquisition, engineering and design, construction and initial equipment purchases (including environmental and civic art) required to make a facility operational, are included in the CIP. Primary funding sources for the CIP are as follows:

- Commercial paper notes and Public Improvement Bond proceeds,
- Revenue Bond proceeds (e.g., bonds supported by Combined Utility System fees, Airport System revenues, Convention & Entertainment Facilities revenue/hotel occupancy tax),
- Operating funds or capital reserve funds (e.g., operating budget funds), and
- Contributions from private or other public sources (e.g., local private developers, other local governments and authorities, and state or federal agencies) participating in City-sponsored projects.
- Grants such as Community Development Block Grant (CDBG), and
- Tax Increment Reinvestment Zones (TIRZ).

The Finance Department administers the funds.

Other Financial Funds

Comprehensive budgets for certain entities are not included in the City's budget or the CIP due to City Council's limited authority to program expenditures. They are included in the City's Comprehensive Annual Financial Report.

- Federal and state grants are accepted by the City and accounted for based upon each grant's respective fiscal period, which usually differs from that of the City (July 1 - June 30). If a grant requires a local match or fund payroll costs in whole or in part, the budget includes expenditures and revenues that pertain to these aspects of the grant in the receiving department or fund. These grants and contracts are approved by Council action at the time of the grant award.
- The City's three pension funds are governed by independent boards and are maintained separately from the operating, debt service, and capital funds. Contributions from both the employees and employer (City) are also maintained separately in the case of Deferred Compensation and Long-Term Disability programs.
- Other funds established by City Council or the City Controller to account for contributions from private individuals (i.e., Library Gift Endowment Fund; Houston Parks Board Trust Fund; WATER (Water Aid to Elderly Residents) Fund; Houston Economic Development; and the Battaglia Trust Fund) are dedicated to specific unbudgeted but public purposes.

SIGNIFICANT FINANCIAL AND BUDGETARY POLICIES

The basic policies related to the City's financial and budgetary policies were formalized on November 10, 1987. These policies were expanded in subsequent years with the adoption of the Integrated Budgeting and Planning Resolution (88-87). The most recent relevant ordinance discussing this part of the City's financial policies is Ordinance No. 2003-474 dated May 21, 2003. The following sections entitled Operating Programs, Capital and Debt Management, and Accounting, Auditing and Financial Planning are largely excerpted from this ordinance and subsequent budget ordinances that have amended these policies:

Operating Policies

Revenues:

- Current revenues/resources will be sufficient to support current expenditures/expenses.
- Each Enterprise Fund will maintain revenues to support the full (direct and indirect) cost of services provided.
- An annual review of all fees and charges will be conducted to determine the extent to which the full cost of associated services is being recovered by revenues.

Expenditures/Expenses:

- The Mayor has the authority to transfer funds to and from the budget accounts within any department without limitation. In addition, the Mayor can authorize the transfer of funds from one department to another department within the same fund; however, such transfer cannot exceed 5% of the department's budget expenditure account group.
- All retirement and employee benefit systems will be financed in a manner to systematically fund liabilities. The City will assure that sufficient funds are provided to pay for current service plus interest on unfunded liabilities plus amortization of the unfunded liabilities over a program period.
- Recurring expenditures/expenses are to be funded with recurring revenue sources.
- The Beginning Fund Balance/Equity reflected in the Budget shall automatically be adjusted to the amount of the Ending Fund Balance/Equity as reported in the Comprehensive Annual Financial Report for the prior year. The revised Beginning Fund Balance/Equity shall thereafter be used to calculate the Ending Fund Balance/Equity. This policy applies to all funds for which an annual budget is adopted by the governing body.
- The Unassigned Fund Balance in the General Fund shall be maintained at a level sufficient to provide for temporary financing of unforeseen needs of an emergency nature and to permit orderly adjustment to changes resulting from the termination of revenue sources. The level of the Unassigned Fund Balance in the General Fund will be a minimum of 5% of total expenditures less debt service, beginning not later than Fiscal Year 1989. To the extent that funds in the General Fund Balance exceed 7.5% of total expenses less debt service, the excess funds are available upon appropriation for non-recurring expenses.

Capital and Debt Management Policies

- Any capital project or equipment funded through the issuance of bonds will be financed for a period not to exceed the expected life of the project/equipment.
- Weighted average general obligation bond maturities will be kept at or below 12 years.
- Annual general obligation debt service (contribution) will not exceed 20% of the total General Fund revenue, excluding state and federal grants.
- The City's practice has been to maintain no more than 20% of the total outstanding debt for each type of debt in a variable rate structure.
- The City will issue short-term securities for the purposes of providing: 1) interim financing for long-term capital projects, 2) financing of short-term assets at or near the useful life 3) interim cash-flow/working capital needs as they arise, and 4) to reduce the overall interest cost of debt financing of the City.

Accounting, Auditing and Financial Planning Policies

- Financial statements are prepared in accordance with Generally Accepted Accounting Principles (GAAP).
- An annual audit is performed by an independent public accounting firm in accordance with Generally Accepted Accounting Principles and their opinion will be included in the Comprehensive Annual Financial Report.
- Full disclosure is provided in the Annual Financial Statements and in Official Statements relating to bond sales.

These policy statements are intended to serve as guidelines for financial practices and budgetary formulation and administration. Therefore, they have been applied in establishing specific assumptions and methods used in preparing the FY2012 Budget, as exhibited by the following methods.

Basis of Budgeting and Accounting

In general, the basis of budgeting and the basis of accounting used in the preparation of the City's annual financial report are the same for all governmental funds, (general fund, special revenue fund, debt service fund, and capital projects), without exception. Revenues and expenditures are budgeted consistent with the City's financial statements, which are prepared in accordance with Generally Accepted Accounting Principles for all governmental funds.

Governmental funds are accounted for on a modified accrual basis. This means that revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, with the exception of long-term liability.

Significant receivables (revenues) and liabilities (expenditures) are recorded in the prior year's budget up to sixty days after fiscal year end if they represent earned income or expenditures as of June 30, the last day of the fiscal year. This includes the cost of employees' time as well as supplies, services, and equipment delivered by June 30.

For Enterprise Funds, the budgeting and accounting basis are the same except for depreciation and non-current expenses. Enterprise Funds are accounted for on a full accrual basis. Revenues and expenses are recorded when they are earned/incurred. Enterprise Funds focus on expenses related to maintenance and operations, equipment purchases, and exclude depreciation and other allocations related to income determination. Revenues received and expenses paid for goods and services delivered by June 30 are credited or charged to the current fiscal year's budget.

Encumbrance accounting is used to reserve funds committed to vendors for supplies, services and equipment throughout the year in all funds. However, encumbrances for items not delivered by June 30 are canceled and re-established against the new fiscal year budget for all operating budgets. Encumbrances do not establish expenditures/expenses or liabilities. Appropriations and encumbrances for capital project funds are maintained in effect until they are liquidated.

Reserves

In every budget since FY1982, the City's fund balance level has been a critical component of the City's financial management program. Likewise, the General Debt Service Fund balances have been budgeted to provide adequate reserves for debt service payments in the first seven months of the subsequent fiscal year. Pension fund contributions and employee health care costs have been funded with reserve components through the budget as well. These budgetary policies were recognized in the adoption by City Council of the financial policies previously mentioned.

Reserves exist in two forms:

- Those specifically created by ordinance, and
- Those maintained as inappropriate or unassigned ending fund balance.

Most of the City's budgetary reserves take the form of ending fund balances and are consequently the result of financial activity as presented in the City's financial statements.

General Fund Reserves

The following table shows the ending unassigned fund balance as well as the actual year end maintenance and operating costs for preceding fiscal years, the estimated year end costs for the current fiscal year and the proposed year end costs for the subsequent fiscal year.

Historical Data FY1995 – FY2012

General Fund Available Fund Balances
($ thousands)

Fiscal Year	Unassigned Ending Fund Balance	M&O Expenditures
FY1995	50,682	849,766
FY1996	69,579	864,668
FY1997	84,105	903,228
FY1998	106,856	956,893
FY1999	80,409	1,030,235
FY2000	66,590	1,064,160
FY2001	79,432	1,105,408
FY2002	80,335	1,206,160
FY2003	83,027	1,199,766
FY2004	88,659	1,235,994
FY2005	120,042	1,279,879
FY2006	175,832	1,368,746
FY2007	234,535	1,459,076
FY2008	253,514	1,567,484
FY2009	236,275	1,668,700
FY2010 Actual	165,383	1,676,367
FY2011 Estimate	102,646	1,692,762
FY2012 Budget	102,644	1,598,298

Debt Service Fund Reserves

The General Debt Service Fund reserves exist to ensure City bondholders that the City of Houston has set aside sufficient resources to meet debt service requirements.

A seven-month reserve is provided for fixed rate obligations. This reserve covers principal and interest amount payable in the first seven months of the following fiscal year for those issues which are funded from ad valorem taxes. This seven-month reserve policy has existed since FY1983 when the current fiscal year (July 1 to June 30) and the tax collection payment date (January 31) were established.

The City is required to maintain additional reserves due to changing interest rates on its variable rate debt (VRD). Reserves on VRDs are based on the amount by which fifteen percent (or the capped rate of the program, if less than 15%) exceeds the budgeted interest rate on the outstanding variable rate debt during the fiscal year. The City also issues variable rate commercial paper notes. The calculation for reserves on commercial paper notes are based on seven months interest on the projected average balance at six percent plus the difference between a cap of six percent and the budgeted interest rate on the amount projected to be outstanding during the twelve month period following the initial seven months. The reserve requirement may not be necessary in the case that the reserves are covered under a credit agreement.

Enterprise Fund Reserves

The City also maintains Enterprise Fund reserves, which in most cases, include:

- One to two months' operating budget (8.33% per month of annual maintenance and operating expenses).
- Up to 5% of the value of each system's property, plant and equipment for purposes of renewing and replacing same.

- Amounts sufficient to pay the maximum annual debt service on outstanding bonds. The City satisfies the reserve requirement for the Enterprise Funds through a combination of cash and surety insurance.

Other Fund Reserves

- Pension Funds – The City makes annual contributions to its three employee pension funds in accordance with state law or with "meet and confer" agreements with the trustees of a pension system as authorized by state law. The annual contributions to each plan are based on actuarial analyses, which are performed by independent actuarial firms selected by the respective pension fund board trustees. Actuarial analyses on each of the three systems must be performed at least once every three years.

  The actuarial assumptions and techniques used in the development of each actuarial valuation are discussed and approved by the respective board of trustees in an open meeting and may also be reviewed by an actuarial firm chosen by the City administration. Details of these assumptions and techniques are summarized in each actuarial valuation which becomes a public document once it is adopted by the board of trustees of a fund.

- Long-Term Disability – The Long-Term Disability Plan is designed to provide City employees with an income protection plan in the event they become disabled. The Long-Term Disability Fund was established in FY1991 as an Internal Service Fund to budget and account for the revenues, expenses, and outstanding liabilities.

  Funds are provided to fully fund the outstanding and projected future liabilities from existing and unreported claims. These reserves will be adjusted annually based on an actuarial study of the funds.

Workers' Compensation Administration

The potential liability for the City employees due to injury while on the job is increasing as the definition of work-related injuries is expanded. To handle this increasingly complex subject, the City has taken a proactive approach to its administration of the workers compensation program. Resources from accident prevention and loss control programs were consolidated to enhance the City's efficiency in handling these matters. Accident prevention works closely with loss control to develop programs to reduce the City's exposure in this area. The inclusion of this area in risk management as a revolving fund has allowed the City to focus attention on quantifying the City's liability on existing and unreported claims.

Emphasis is placed on targeting coordinated accident prevention initiatives, team claims handling approach, enhanced coordination with customer departments, and early intervention to facilitate employees return to work. These efforts should result in decreased amounts paid by the City for workers compensation claims.

Through a needs assessment exercise, the Central Safety Office is committed to tailoring its activities to meet the needs of the customer departments. This is being accomplished by designing programs specific to the department activities and internal resources.

Property and Casualty

The potential liability resulting from injuries, property damage, and torts, which involve City employees, necessitates the property and casualty function. Property and Liability insurance protects the City's financial and physical assets from acts of God and other causes or changes. Contributions to this fund are provided by the General Fund, Enterprise Funds and proceeds from Claims and Judgment Bonds.

Interfund Transfers

Transfers between funds are an integral part of the budget. There are four types of transfers.

- Direct services provided by a department in one fund to a department in another fund, resulting in:
  - Expenditures in the provider fund for all costs incurred in rendering the service;
  - Revenues in interfund billing revenue account in the provider fund; and
  - Expenditures in a single expenditure account in the recipient fund.

The cost billed includes a proportionate share of overhead costs, as well as all direct costs attributable to the service provided. Major services billed directly are as follows:

Service	Provider	Recipient
Airport fire suppression	Fire Department	Aviation Department
Airport police protection	Police Department	Aviation Department
Legal services	Legal Department	Various departments/funds
Land acquisition	Public Works & Engineering (PWE) Engineering Construction and Real Estate (ECRE) Legal Department	Capital Improvement Project Funds
Design and engineering	PWE/ECRE General Services Department (GSD)	Capital Improvement Project Funds, Grant and Enterprise Funds
Signal installation	PWE	Street and bridge bond funds
Building maintenance services	GSD	Various other departments (excluding Aviation funds)
Payroll	ARA	Various other departments funds

- Indirect costs are billed to the Enterprise, Special Revenue, and Grant funds of the City to recover each fund's proportionate share of the City's central administrative and support costs, which are originally borne by the General Fund.

  These costs are based on the annual cost allocation plan prepared by the Finance Department. The City's central service departments provide workload data used in the plan. Costs are taken from the City's audited financial statements. Each administration and support department's full cost, including overhead (i.e., rent, computer support, fringe benefits, and internal administrative costs), is calculated and allocated to all departments that receive the service(s). Certain line items in the Enterprise and Special Revenue Funds reflect the payment of these costs to the General Fund.

- Transfers of Enterprise Fund and operating reserves to sinking funds or reserves for renewal and replacement, maintenance and operations, and debt service are budgeted in the operating budget of each Enterprise Fund.

- Transfers from the General and Water and Sewer Funds to the General Debt Service Fund are based upon each fund's allocation share of the annual debt service requirements.

  - The Water and Sewer Fund and General Fund each pay a portion of previously issued water district debt assumed by the City in annexations, based upon the proportionate amount of assets annexed that fall into three categories: water facilities and improvements, sewer facilities and improvements, and drainage or other general improvements. After each annexation, the City's auditors, accounting, financial management, and utility management staff assume the records and facilities of the annexed districts. The proportions used to allocate each district's outstanding debt are developed in proportion to the then current value of the district's assets.

  - Previously, contract tax obligation payments were paid by the Water and Sewer Fund (Northwest Houston Water Supply Corporation obligations) because those obligations were incurred strictly to provide additional water and sewer system capacity. During FY1994 these obligations were refunded with general obligation refunding bonds. The Water and Sewer Fund continues to pay the refunding debt service related to these obligations.

  - Since 1986, the City has refunded some outstanding annexed water district bonds by issuing new general obligation refunding bonds. A proportionate share of the new debt service resulting from these sales are allocated to Water and Sewer Fund because the annexed water district assets are still held by those systems as a result of the original annexations. After this allocation is made, the Water and Sewer Fund realizes a proportionate share of the savings from the refunding.

  - The General Fund transfer to the General Debt Service Fund is calculated after all of the aforementioned allocations have been made. The transfers are set at a level to ensure that all existing and anticipated debt service obligations will be met and reserve requirements are satisfied.

OPERATING BUDGET PROCESS

The general framework for the Operating Budget process is presented in Exhibit 1. Formalization of the process began in FY1988 with the establishment of basic policies. In FY1989, City Council approved an ordinance requiring a monthly financial status report from the Finance and Administration Department (renamed Finance Department) and the Office of the City Controller.

The budgetary process was further strengthened with the adoption of the integrated budgeting and planning resolution and budget calendar ordinance in FY1989. This resolution includes linking plans and budgets for the General, Enterprise, and Special Revenue Funds and the Capital Improvement Plan (CIP). The integrated approach also calls for service impact information, input from the public and elected officials, and linking current budgets with five-year forecasts. The budget calendar ordinance requires the development of a budget calendar with specific dates for the presentation of several phases of the budget as illustrated in Exhibit 2.

The amendment process for the budget is governed by Section 102.009 (b) (c) of the Texas Local Government Code which stipulates that after final approval of the budget, the City Council must spend funds only in strict compliance with the budget, except in an emergency. The City Council may authorize an emergency expenditure as an amendment to the original budget only in a case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention. If Council amends the original budget to meet an emergency, Council shall file a copy of the resolution amending the budget with the City Secretary, and the City Secretary shall attach the copy to the original budget.

In April and May 2011, the Finance Department began briefing Council on the preparation of the FY2012 Budget. After departments submitted their budgets, a series of meetings with the Finance Department were conducted to evaluate and determine the requests that would be incorporated into the Mayor's Budget. Budget workshops were held by the Budget and Fiscal Affairs Committee in May and June.

The base budget for FY2012 was derived from adjustments to the FY2011 budget. These adjustments included additional funds for health benefits, increase in contractual obligations, salary increases, operational support of capital improvement projects, and transfer of functions from one department to another, deletion of one-time expenditures, and consolidation and streamlining of some functions.

CAPITAL IMPROVEMENT PLAN PROCESS

The process to prepare and adopt the five-year Capital Improvement Plan (CIP) for FY2012-FY2016 generally follows the same procedures as the Operating Budget. Refer to Exhibit 3 for this schedule and comparison.

In January and February, public meetings were conducted in all Council districts. During these meetings, citizen comments were received regarding capital project plans. Comments were forwarded to applicable Council Members, Public Works & Engineering (PWE), and other City departments. City departments reviewed projects in the FY2012-FY2016 CIP to determine whether rescheduling of projects and adjustments in funding would be required.

In March and April, departmental CIP submissions were received, reviewed, and evaluated by the Finance Department. CIP reviews and discussions between General Services Department (GSD), GSD Client Departments, PWE and Finance were held in April. Upon completion of the review sessions, a proposed FY2012-FY2016 CIP will be prepared for presentation to City Council for review and adoption.

Enterprise Fund capital projects may vary from FY2011, but would do so only as a result of considerations internal to each respective enterprise/revenue bond fund program. Enterprise projects and Public Improvement Bond (PIB) funded projects will be implemented over the next five years are included in the FY2012-FY2016 CIP.

EXHIBIT 1
OPERATING BUDGET PROCESS

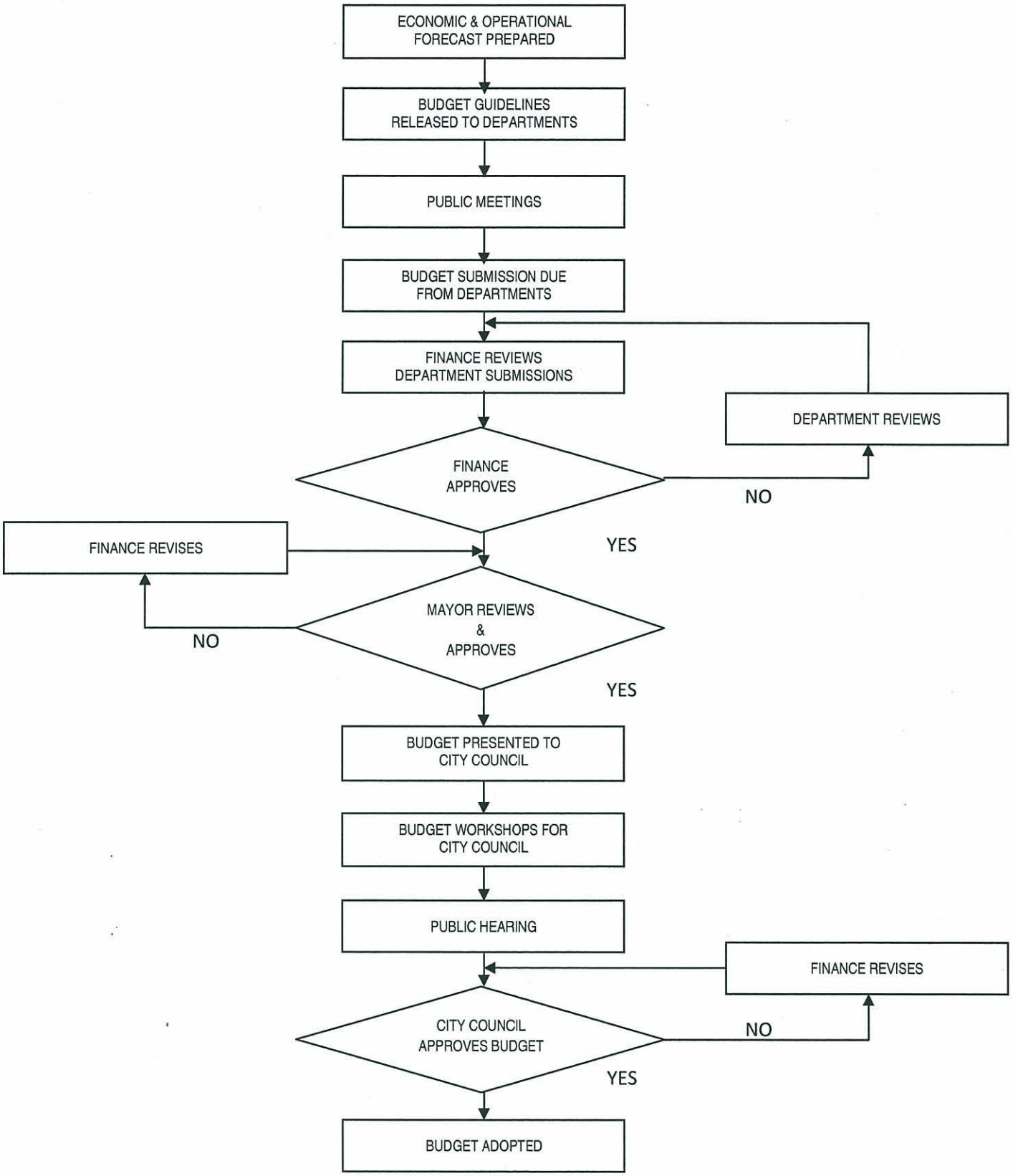
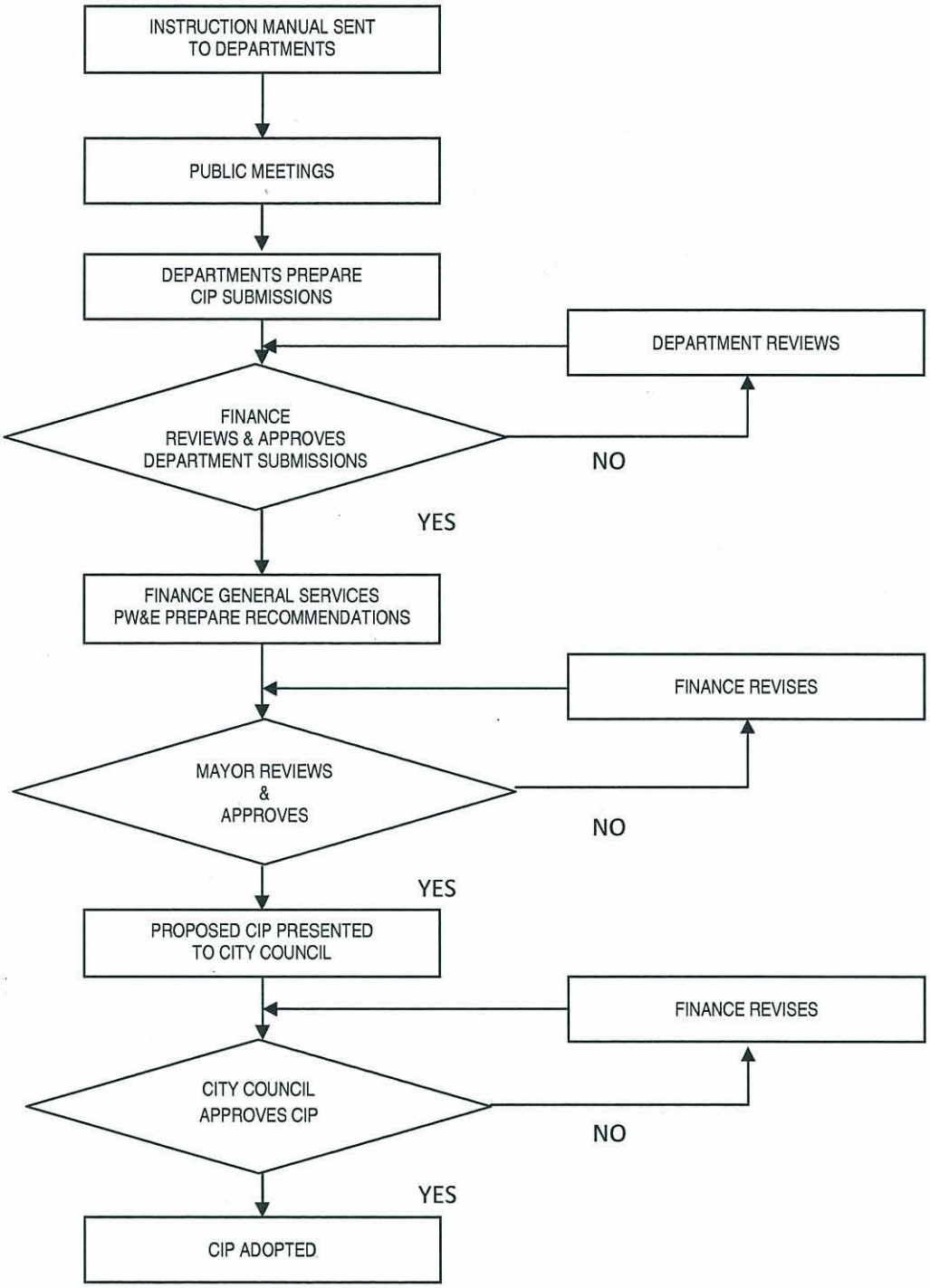


EXHIBIT 2

MONTH	OPERATING BUDGET ACTIVITIES	CAPITAL IMPROVEMENT PLAN ACTIVITIES	GRANT ACTIVITIES
January	Operating budget preparation instructions and materials distributed	CIP preparation instructions and materials distributed to departments	Grant preparation instructions and materials distributed to departments
February – March	Departments submit operating budget requests	Public Meetings on CIP	Public Meetings on Consolidated Plan
		Departments submit CIP requests	HCD develops draft HUD Consolidated Plan (CDBG, HOME, HOPWA & ESG)
		Finance and GSD develop CIP	Departments submit Grant Program information
April	Finance analyzes and consolidates Operating Budget	Mayor proposes CIP Council Approves CIP	Finance & HCD develop Annual Report
May	Mayor proposes Operating Budget		Public Hearing on HUD Consolidated Plan Mayor submits Annual Report
May – June	Council Workshops Public Meetings on Budget		Council Workshops
June	Council approves Operating Budget		HUD Consolidated Plan published and submitted to Council Council approves Community Development Budget and Consolidated Plan CDBG, HOME, HOPWA & ESG application submitted to HUD (in June)

EXHIBIT 3
CIP PREPARATION PROCESS



DEMOGRAPHIC/ECONOMIC SUMMARY OF THE CITY

The City of Houston was founded on August 30, 1836, by brothers Augustus Chapman Allen and John Kirby Allen, and named after General Sam Houston. According to the United States Census Bureau, Houston has a total area of 601.7 square miles comprising of 579.4 square miles of land and 22.3 square miles of water. Downtown Houston stands about 50 feet above sea level, and the highest point in far northwest Houston is about 125 feet in elevation. Houston is the fourth most populous city in the nation with the estimated population of 2.1 million, just behind New York, Los Angeles and Chicago; and is the largest city in the southern US and Texas.

With 5,946,800 inhabitants in 2010, the 10-county Houston-Sugar Land-Baytown Metropolitan Statistical Area (MSA) is the nation's sixth most populous metro area. Its population exceeds that of Montana, North and South Dakota, Alaska, Delaware, Vermont, Wyoming and the District of Columbia combined. The US Census Bureau estimates of country populations in 2008 show that the Houston MSA has more people than Denmark, Finland, Norway, Singapore, New Zealand or Ireland.

Estimated 2010 Cities Population				
New York	Los Angeles	Chicago	Houston	Philadelphia
8,175,133	3,792,621	2,695,598	2,099,451	1,526,006

Estimated 2010 Metro Area Population	
New York, Northern New Jersey, Long Island	18,897,109
Los Angeles, Long Beach, Santa Ana	12,828,837
Chicago, Naperville, Joliet	9,461,105
Dallas, Fort Worth, Arlington	6,371,773
Philadelphia, Camden, Wilmington	5,965,343
Houston, Sugar Land, Baytown	5,946,800
Washington DC, Arlington, Alexandria	5,582,170

Houston is a multicultural city, in part because of its many academic institutions and strong industries as well as being a major port city. The city has the third-largest Hispanic and third-largest Mexican population in the United States. It also has more Hispanics than any other city in Texas. Houston has some of the largest Indian and Pakistani communities in the United States. The Nigerian community of Houston, estimated to be over 2.0% of the city's population, is the largest in the United States. Over ninety languages are spoken in the city.

According to the 2006-2008 American Community Survey conducted by the US Census Bureau, Houston's population diversity consists of: Whites 53.8%; Blacks (African-Americans) 24.1%; American Indians 0.4%; Asians 5.3%; and Pacific Islanders 0.1%. Individuals from some other race made up 15.2% of the Houston population, and individuals from two or more races made up 1.1% of the city's population. Hispanics/Latinos (of any race) made up 41.9% of Houston's population.

From the first census in Texas in 1850 through the 2000 census, the Houston-Sugar Land-Baytown Metropolitan Statistical Area — Harris, the adjoining seven counties, and Austin and San Jacinto counties — has averaged a compound annual growth rate of 3.47%. Between the 1940 and 1980 censuses, the City of Houston pursued a vigorous annexation policy. The 1990 census was the first since 1920 to find that fewer than half the residents of the 10-county region resided within the city limits of Houston. Even in the most recent Census, 41.4% of the region's residents lived in the central city. The fact that such a large share of the region's population live and can vote in the City of Houston has helped it avoid the kinds of malaise that afflict many central cities in large metropolitan areas where a much smaller share of the population have such a vested interest in the health of the central city.

Currently Houston has 103 fire stations with over 3,900 Classified members; 44 police stations of which 16 are open 24 hours/day, with over 5,300 Classified members; has 38,992 acres of parkland and green space, and 7 public golf courses.

Here are just a few of Houston's #1 rankings (from Houston.org):

Cities of Opportunity - Cost Competitiveness
PricewaterhouseCoopers – May 3, 2011
2011 Fast City of the Year
Fastcompany.com – May 2011
Wage Growth
PayScale, Inc. – April 12, 2011
Most Free Hotel Perks
Priceline.com – March 14, 2011
Best Children's Museums
Parents Magazine – February 7, 2011
Top U.S. Manufacturing Cities
Manufacturers' News – December 29, 2010
America's Top Shopping Cities
Forbes.com - December 13, 2010
Top Texas Employer - Dow Chemical, Freeport
Texas Workforce Commission - November 19, 2010
Lowest Estimated Land and Regulation Costs
New Geography - November 1, 2010
Best Cities to Start a New Career
The Daily Beast - October 2010
Best Undergraduate Entrepreneurship Program - University of Houston
The Princeton Review (as reported by Entrepreneur.com) – September 2010
America's Best Airports
Travel + Leisure – July 2010
Largest 5 Year Employment Gain (June 2005 - June 2010)
U.S. Bureau of Labor Statistics (as Reported by the Houston Business Journal) – July 28, 2010
Top Cities for Recent College Grads
Bloomberg Businessweek – July 16, 2010
Top Local Government Green Power Purchaser
Environmental Protection Agency - July 6, 2010
The Office Building of the Year (TOBY) Award - Legacy Center Business Park and Greenway Plaza
BOMA International – June 17, 2010
Best Cities for Young Professionals
Forbes.com – June 17, 2010
Highest Level of Entrepreneurial Activity Among Largest Metro Areas
Kauffman Foundation of Entrepreneurship – May 2010
Top Destination City
U-Haul International – April 2, 2010
Largest Population Gain - Harris County
U.S. Census Bureau – March 23, 2010
Highest Growth Rate in Texas - Atascocita
Bloomberg BusinessWeek and Gadberry Group– January 2010

HEALTH

The Houston region's health care system is first-rate. From specialized to routine care, Houston has options for everyone. The Houston MSA, in January, 2009, had 12,589 physicians and 115 hospitals (106 general and special, and nine psychiatric) with 19,777 beds. Harris County, with 10,296 physicians, had 85 hospitals (77 general and special, and eight psychiatric) with 17,049 beds — 6,500 in Texas Medical Center hospitals. Clinics, nursing homes and assisted-living facilities are plentiful. Every medical specialty is represented in the Houston region. Harris County Hospital District provides more than 1 million health care visits each year to uninsured, underinsured and medically needy residents of Harris County. The hospital district operates Ben Taub General Hospital, Lyndon B. Johnson General Hospital, Quentin Mease Community Hospital, 12 community health centers, a dental center, a children's center, a dialysis center, eight school-based clinics, 13 homeless shelter clinics and four mobile health units. Houston's hospitals consistently rank among the nation's top institutions.

Houston is also home to the world renowned Texas Medical Center (TMC) on a vibrant, thousand-acre campus south of downtown. TMC is comprised of 48 member institutions, including 13 hospitals and 19 academic institutions. The TMC provided 5.5 million patient visits in 2009 due to the efforts of its 82,200 employees, including over 16,000 physicians, scientists, researchers, and other degreed professionals in the life sciences.

EDUCATION

Houston Independent School District (HISD) is the 7th largest public school system in the country, with enrollment of 202,773 students. Based on student performance indicators, the state of Texas has rated 57% of HISD schools as either Exemplary or Recognized. The Houston MSA contains 66 school districts and 50 charter schools with enrollment of 1,117,764 students, as well as a number of private and parochial schools. In addition, Houston boasts about 100 business and secretarial schools.

Houston is home to at least 17 colleges and universities, with combined enrollment of over 161,000 in the 2008-2009 academic years. Additionally, over 170,000 students were enrolled in a local community college, and over 16,700 degrees and certificates were awarded in the 2008-2009 academic year.

Colleges	Universities
Alvin Community College	Baylor College of Medicine
Blinn College	Houston Baptist University
Brazosport College	Lamar University
College of the Mainland	Prairie View A&M University
Galveston College	Rice University
Houston Community College System	Sam Houston State University
Lee College	Texas A&M University
North Harris Montgomery College District	Texas A&M University at Galveston
San Jacinto College District	Texas A&M University Health Science Center
Wharton County Junior College	Texas Southern University
	University of Houston
	University of Houston – Clear Lake
	University of Houston – Downtown
	University of Phoenix – Houston Campus
	University of St. Thomas
	University of Texas – M.D. Anderson Cancer Center
	University of Texas Health Science Center
	University of Texas Medical Branch at Galveston

ECONOMIC DRIVERS

The City of Houston's simple 19th century city seal – the noble locomotive (heralding Houston's spirit of progress) and the humble plow (symbol of the agricultural empire of Texas from which Houston would draw her wealth) – clearly speaks to the roots of Houston's economy and to the visionary leadership of its citizens.

The City of Houston, the county seat of Harris County, is the economic center of the Houston – Sugar Land – Baytown Metropolitan Statistical Area (MSA), which ranks as the sixth largest in the United States. The entire MSA includes the counties of Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, San Jacinto, and Waller. The MSA covers more than 10,000 square miles and has an estimated population of 5.9 million residents, creating one of the most dynamic urban centers in the United States.

Houston is the US energy headquarters and a world center for virtually every segment of the petroleum industry. More than 3,000 energy-related establishments are located within the Houston MSA, including more than 500 exploration and production firms, more than 150 pipeline transportation establishments and hundreds of manufacturers and wholesalers of energy-sector products. The upstream energy employment has grown an average of 1.33% over the last 3 years while non-agricultural wage and salary employment has declined an average of -0.4%. Oil and natural gas prices dropped from 2008 to 2009, but prices increased in 2010. According to the New York Mercantile Exchange, the price of oil increased from $85 per barrel on April 1, 2010 to $108 on April 14, 2011.

While energy remains an important part of the local economy, Houston's economic base is significantly diverse. The Port of Houston is a 25-mile-long complex of diversified public and private facilities located just a few hours' sailing time from the Gulf of Mexico. The port is ranked first in the United States in foreign waterborne tonnage (14 consecutive years); first in US imports (19 consecutive years); second in US export tonnage and second in the US in total tonnage (19 consecutive years). The Port of Houston is made up of the Port of Houston Authority and the 150-plus private industrial companies along the Houston Ship Channel. All together, the port authority and its neighbors along the ship channel are a large and vibrant component of the regional economy. More than 220 million tons of cargo moved through the Port of Houston in 2009. More than 7,700 vessel calls were recorded at the Port of Houston during the year 2009. The Port of Houston has an impressive listing of firsts, from unloading the world's first container ship to becoming the country's first port to receive International Organization for Standardization (ISO) 14001 compliance.

The Houston Ship Channel has been a catalyst for growth in Harris County since the first journey of a steamship up Buffalo Bayou in 1837. The ship channel plays a critical role in today's community as well; it generates jobs and opportunities that allow businesses to flourish. A 2007 study by Martin Associates says ship channel-related businesses contribute to more than 785,000 jobs throughout Texas while generating nearly $118 billion of statewide economic impact. Additionally, more than $3.7 billion in state and local tax revenues are generated by business activities related to the port. It is projected that the Port of Houston will continue to be an important factor as north-south trade expands.

The Bayport Container and Cruise Terminal, located in the city of Pasadena, Texas, is built to meet marketplace demand. The $1.4 billion Bayport complex is designed to be the premier container terminal on the United States Gulf Coast. It is a state-of-the-art industry cornerstone of a city which has gained worldwide recognition as a center for vital industrial commerce. When fully developed, the terminal will have a total of seven container berths with the capacity to handle 2.3 million twenty-foot equivalent units (TEUs) on a complex which includes 376 acres of container yard and a 123-acre intermodal facility. The cruise terminal complex will have three berths to accommodate as many as 1.7 million passengers with parking capacity for 3,000 cars. The cruise terminal will also have more than 40 acres of onsite co-development available.

The Houston Airport System (HAS) is one of North America's largest public airport systems and position Houston as the international and cargo gateway to the south central United States and a primary gateway to Latin America. HAS provides a safe and dynamic air services network that fosters economic vitality for the transportation industry and the greater Houston region. HAS has a mission of helping to ensure that its employment, services, and facilities are accessible to the public, customers, and travelers. To bring air service to Houston, HAS has three facilities: George Bush Intercontinental Airport, William P. Hobby Airport, and Ellington Airport. The three airport system served more than 49.5 million passengers in 2010, including more than 8.5 million international travelers.

The Lyndon B. Johnson Space Center (JSC) is the National Aeronautics and Space Administration's center for human spaceflight training, research and flight control. The center consists of a complex of 100 buildings constructed on 1,620 acres in Houston. It is often popularly referred to by its central function, "Mission Control". The center, originally known as the Manned Spacecraft Center, was constructed on land donated by Rice University and opened in 1963. On February 19, 1973, the center was renamed in honor of the late US president and Texas native, Lyndon B. Johnson. JSC is one of ten major NASA field centers.

ARTS AND ENTERTAINMENT

Houston is home to the Houston Livestock Show and Rodeo, which is the largest rodeo in the world, attracts more than 1.8 million visitors each year. With the nation's fifth largest ballet and opera companies, Houston is also one of only five cities in the United States with permanent professional resident companies in all of the major performing arts disciplines of opera, ballet, music and theater. Home to nine world-class performing arts organizations, Houston Theater District is second only to New York in the number of theater seats in a concentrated area. The Houston Grand Opera is the only opera company in the US to win a Grammy, a Tony and an Emmy while the Alley Theatre is the only regional theatre in Texas to win a Tony award. Other performing arts companies such as Broadway in Houston, Da Camera of Houston, Houston Symphony, Society for the Performing Arts, Theatre Under the Stars (TUTS), and Uniquely Houston also serve to enrich the lives of Houston area residents.

Houston has a unique museum district offering a range of museums, galleries, art and cultural institutions, including the City's major museums. The Houston Museum District is one of the most visited and one of the top cultural districts in the country. With its eighteen members within a 1.5 mile radius, the district offers a wide array of exhibits featuring themes of art, history, culture, nature and science. In 2008, the museum district added the Buffalo Soldiers National Museum, a museum dedicated to the purpose of preserving, promoting, and perpetuating the history, tradition, and outstanding contributions of the Buffalo Soldiers toward the development and defense of the United States of America. With fourteen galleries of hands-on activities, The Children's Museum of Houston is ranked by Citysearch.com as the #1 children's museum in the country. Houston has more than 500 cultural, visual and performing arts organizations, 90 of which are devoted to multicultural and minority arts and is one of five US cities that offer year-round resident companies in all major performing arts.

Members of Houston Museum Districts:

Buffalo Soldiers National Museum	Byzantine Fresco Chapel Museum
Children's Museum of Houston	Contemporary Arts Museum Houston
Czech Center Museum Houston	Holocaust Museum Houston
Houston Center for Contemporary Craft	Houston Center for Photography
Houston Museum of Natural Science	Houston Zoo, Inc.
The John C. Freeman Weather Museum	The Health Museum
The Jung Center of Houston	Lawndale Art Center
The Menil Collection	Museum of Fine Arts, Houston
Rice University Art Gallery	The Rothko Chapel

Houston has professional teams representing football, baseball, basketball, soccer, and hockey. Houston, home to a team from nearly every major professional sport and state of the art football, basketball and baseball stadiums, is a sports lover's paradise. The city boasts an array of championship teams such as the Houston Dynamo, Houston Rockets and Houston Astros. Houston entered into an agreement to partner with Major League Soccer's Houston Dynamo, Texas Southern University, and Harris County, to construct a permanent, 21,000 seat soccer facility. Houston has established itself as a destination for hosting major sporting events such as Super Bowl XXXVIII, Major League Baseball and National Basketball Association All-Star Games, 2005 World Series, 2005 Big 12 Conference Football Championship, USA Gymnastics 2008 Men's Visa Championships, 2010 NCAA Men's Basketball South Region Tournament, 2010 Major League Soccer All-Star Game, 2011 NCAA Men's Final Four, as well as the annual Shell Houston Open. Additionally, Houston will host the 2011 Senior Games, 2012 Amateur Athletic Union Junior Olympic games, and the 2016 NCAA Men's Final Four.

Houston Area Sports Teams:

Professional Teams		**Collegiate Teams/Mascots**
Aeros	International Hockey League	Houston Baptist University – Huskies
Astros	Major League Baseball – National League	Rice University – Owls
Dynamo	Major League Soccer	Texas Southern University – Tigers
Energy	Women's Independent Football League	University of Houston – Cougars
Rockets	National Basketball Association	San Jacinto College – Gators
Texans	National Football League – American Conference	

EXHIBIT 4
HOUSTON PMSA AT A GLANCE

POPULATION

2000	4,739,000
2001	4,851,000
2002	4,979,000
2003	5,084,000
2004	5,190,000
2005	5,300,000
2006	5,485,000
2007	5,598,000
2008	5,727,000
2009	5,867,000

NEW REAL ESTATE SUPPLY - RESIDENTIAL (Units)

2000	36,656
2001	37,752
2002	46,093
2003	61,767
2004	57,336
2005	59,844
2006	75,134
2007	81,861
2008	62,114
2009	35,311

NON-AGRICULTURAL WAGE & SALARY EMPLOYMENT (*)

2001	2,282,400
2002	2,277,400
2003	2,262,900
2004	2,278,700
2005	2,337,200
2006	2,434,300
2007	2,543,700
2008	2,592,800
2009	2,520,600
2010	2,516,900

RESIDENTIAL VACANCY RATE

2001	6.1 %
2002	5.8
2003	6.4
2004	8.1
2005	9.3
2006	7.7
2007	8.4
2008	8.8
2009	8.7
2010	9.1

PERSONAL INCOME (Per Capita)

2000	34,185
2001	35,166
2002	33,933
2003	34,565
2004	36,755
2005	39,561
2006	42,701
2007	44,333
2008	45,835
2009	43,568

UNEMPLOYMENT RATE (*)

2001	4.7 %
2002	6.0
2003	6.7
2004	6.2
2005	5.6
2006	5.0
2007	4.3
2008	4.8
2009	7.6
2010	8.5

HOUSTON CONSUMER PRICE INDEX
All Urban Consumers (1982-84 = 100)

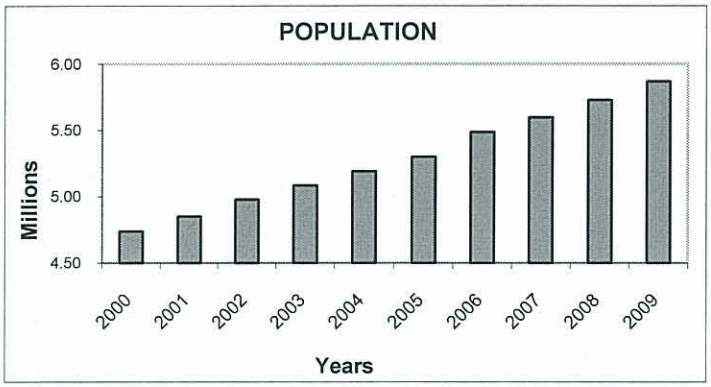
	Average Index	% Change
2001	158.8	3.0 %
2002	159.2	0.3
2003	163.7	2.8
2004	169.5	3.5
2005	175.6	3.6
2006	180.7	2.9
2007	184.1	1.8
2008	190.0	3.3
2009	190.7	0.5
2010	194.3	1.9

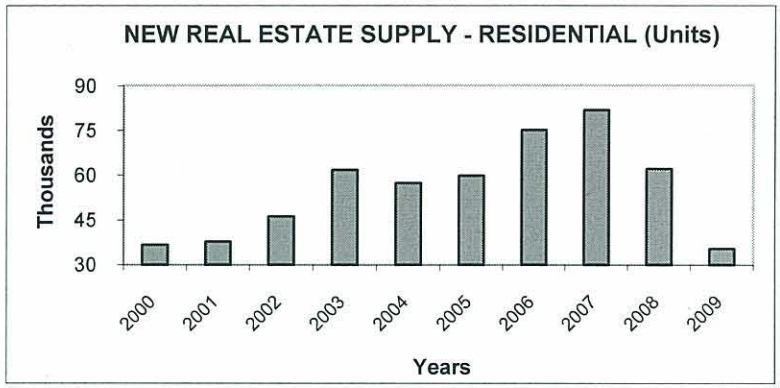
TOP TEN PROPERTY TAXPAYERS IN 2010
(Amounts Expressed in Millions)

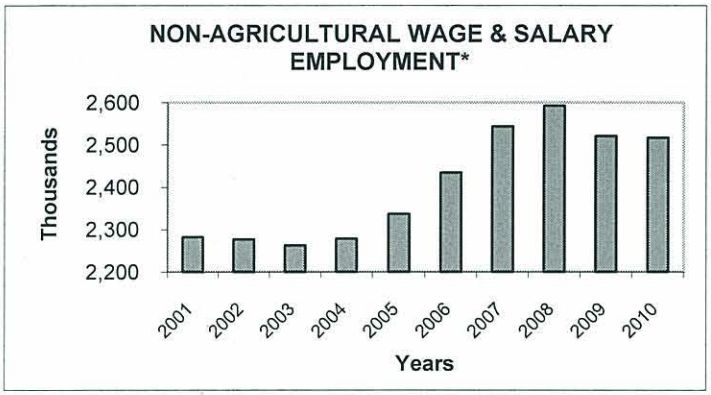
	Taxable Value
CenterPoint Energy Inc	$1,414
Hines Interests Ltd	1,071
Crescent Real Estate	1,028
Houston Refining	635
Cullen Allen	632
AT&T Mobility LLC	552
Exxon Mobil Corp	493
TPG 2101 CityWest 1 & 2	434
Continental Airlines	401
Anheuser Busch Inc	400

PMSA: Primary Metropolitan Statistical Area
* Not Seasonally Adjusted
Source: University of Houston, Center for Public Policy (as of March 2011).

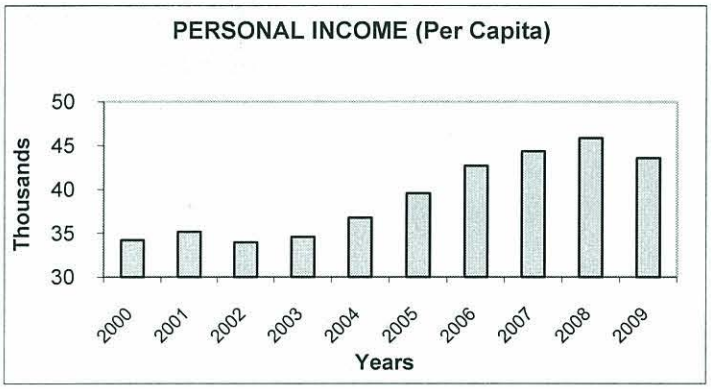
EXHIBIT 5
HOUSTON PMSA AT A GLANCE

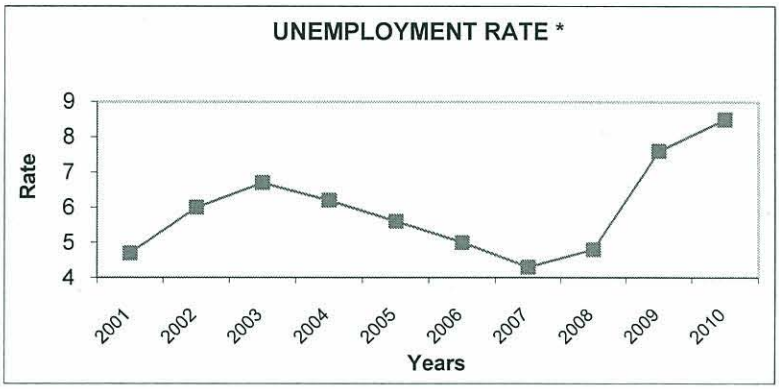




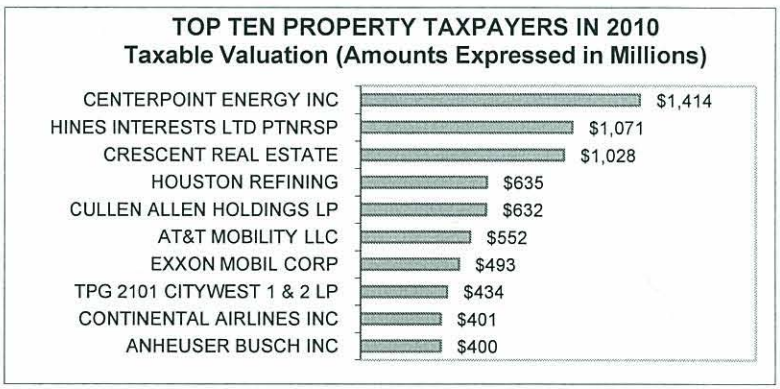












* Not Seasonally Adjusted

ECONOMIC OUTLOOK

ECONOMIC INDICATORS

The following table shows actual and projected economic indicators for the Houston MSA (Metropolitan Statistical Area):

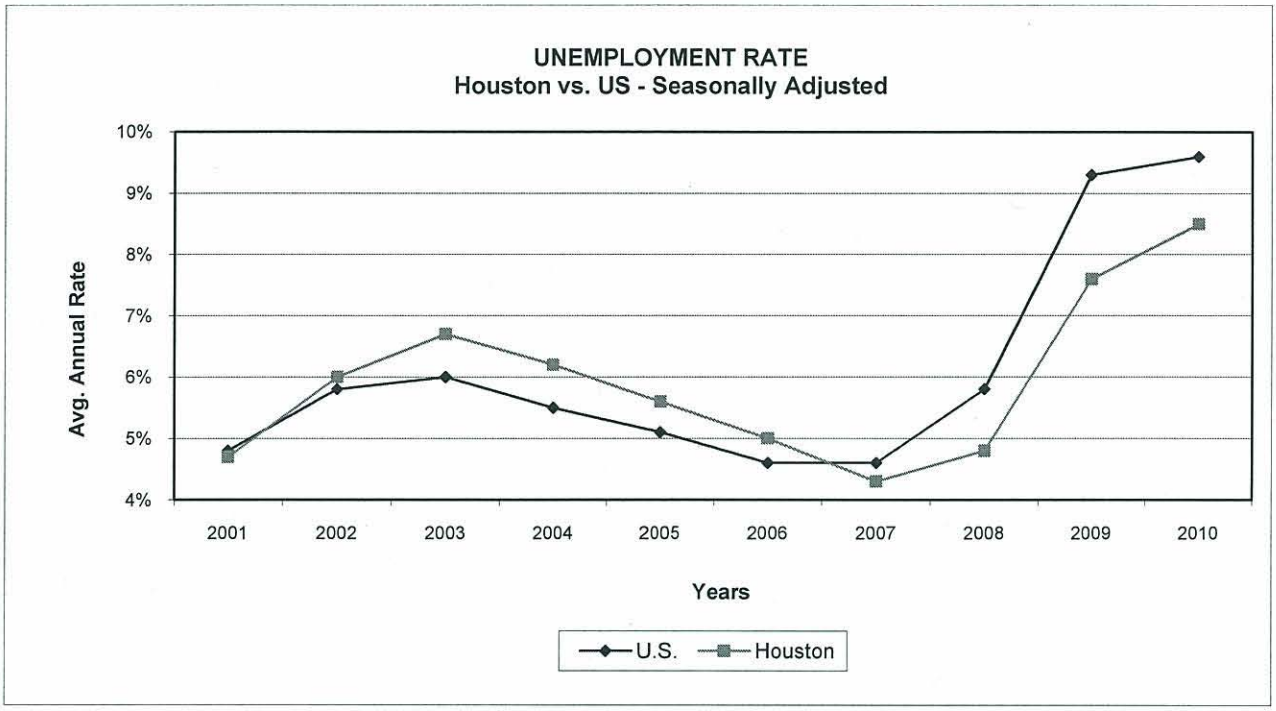
ECONOMIC INDICATORS
SHORT-RANGE FORECAST (Revised March 2011)
HOUSTON PMSA

	2009	2010	2011	2012	2013	2014	2015
Population	**5,124,578**	**5,172,075**	**5,242,075**	**5,333,221**	**5,389,693**	**5,493,728**	**5,653,086**
	1.45%	0.93%	1.35%	1.74%	1.06%	1.93%	2.90%
Retail Sales (millions)	**$ 87,007**	**$ 88,885**	**$ 91,803**	**$ 96,794**	**$ 100,476**	**$ 105,896**	**$ 113,311**
	-2.70%	2.16%	3.28%	5.44%	3.80%	5.39%	7.00%
Total Employment	**2,341,805**	**2,319,426**	**2,347,405**	**2,388,789**	**2,415,415**	**2,462,117**	**2,525,750**
	-2.61%	-0.96%	1.21%	1.76%	1.11%	1.93%	2.58%
Construction	**165,208**	**148,837**	**144,871**	**142,502**	**142,587**	**144,490**	**149,164**
	-11.06%	-9.91%	-2.66%	-1.64%	0.06%	1.65%	2.91%
Trade	**511,338**	**504,734**	**513,282**	**523,104**	**526,068**	**533,869**	**544,836**
	-2.18%	-1.29%	1.69%	1.91%	0.57%	1.48%	2.05%
Services	**769,286**	**773,471**	**791,981**	**816,053**	**833,298**	**857,145**	**887,770**
	-1.23%	0.54%	2.39%	3.04%	2.11%	2.86%	3.57%
Government	**322,797**	**326,929**	**323,986**	**324,861**	**328,240**	**333,754**	**340,996**
	1.80%	1.28%	-0.90%	0.27%	1.04%	1.68%	2.71%

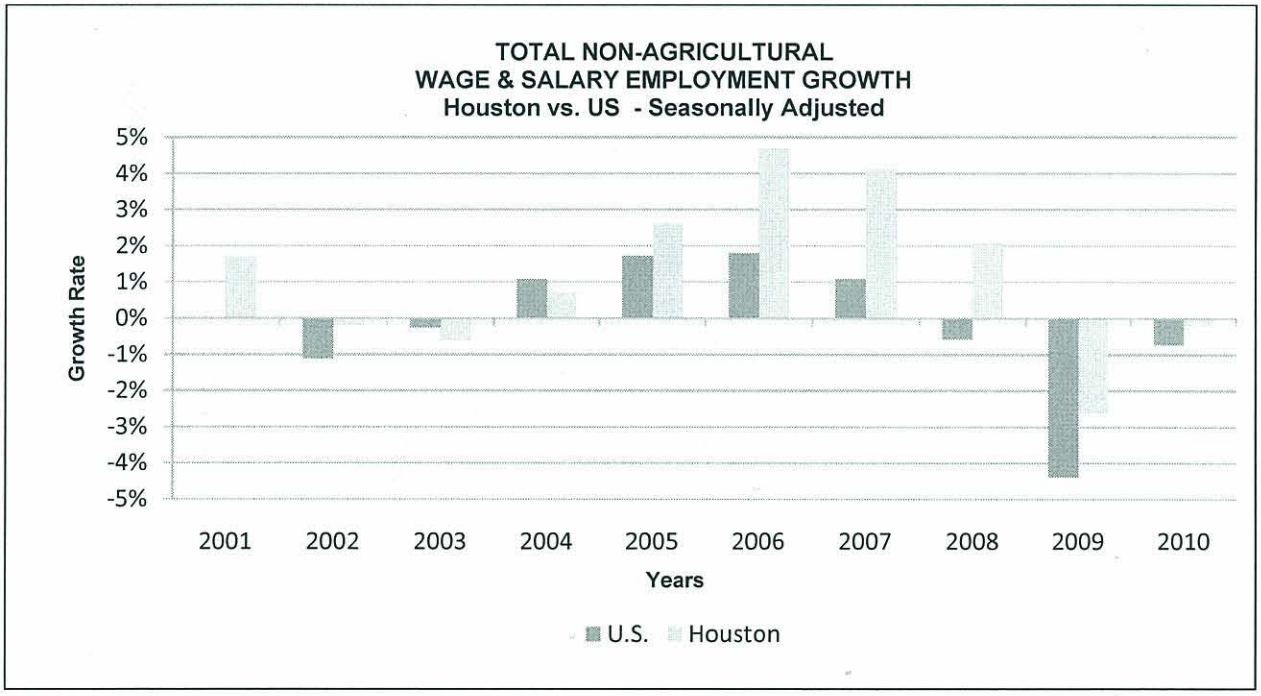
Source: University of Houston Institute for Regional Forecasting – March 2011
All Numbers represent the old Houston Primary Metropolitan Statistical Area: Chambers, Fort Bend, Harris, Liberty, Montgomery, and Waller counties.

The Institute for Regional Forecasting projects that the 2011 PMSA population will grow by 7.8% while total employment is projected to increase by 7.6% over the next 4 years.

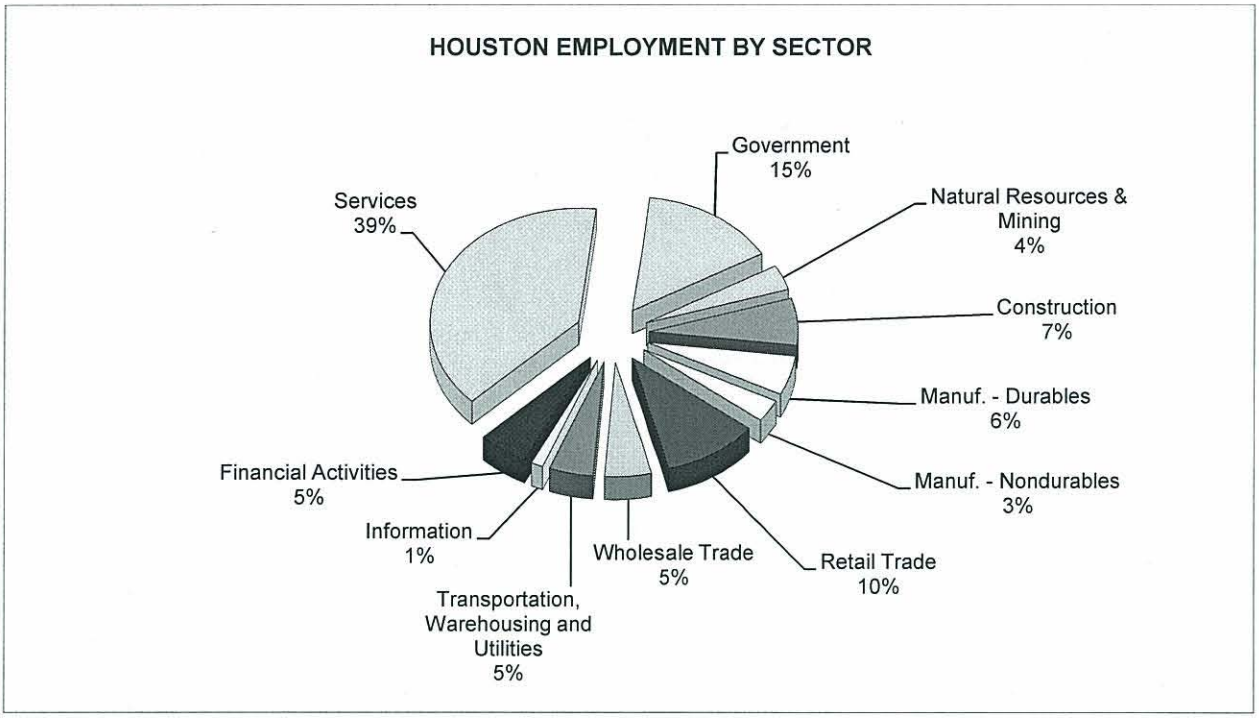
The annual average of local unemployment rate (not seasonally adjusted) is 8.5%, 90 basis points higher than 2009 and 110 basis points lower than the national unemployment rate.



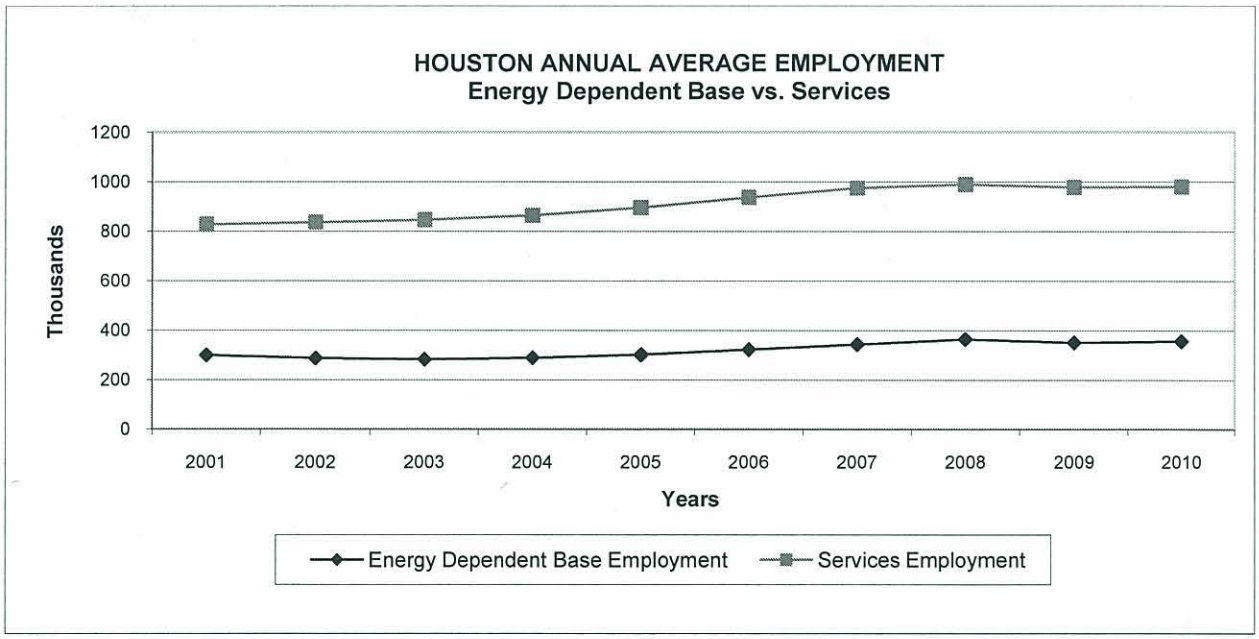
Nationally, the growth of non-agricultural wage and salary positions has averaged a decline of -0.74% over 2009; whereas locally these same positions have declined an average of -0.2%.



In 2010, jobs in services decreased by -2%, and construction decreased by -1%; while retail trade and wholesale trade increased by +1% compared to 2009.



Energy base employment increased by 1.7% in 2010 compared to 0.2% for services related jobs. Diversification in the economic base dampens total employment swings related to changes in energy markets.

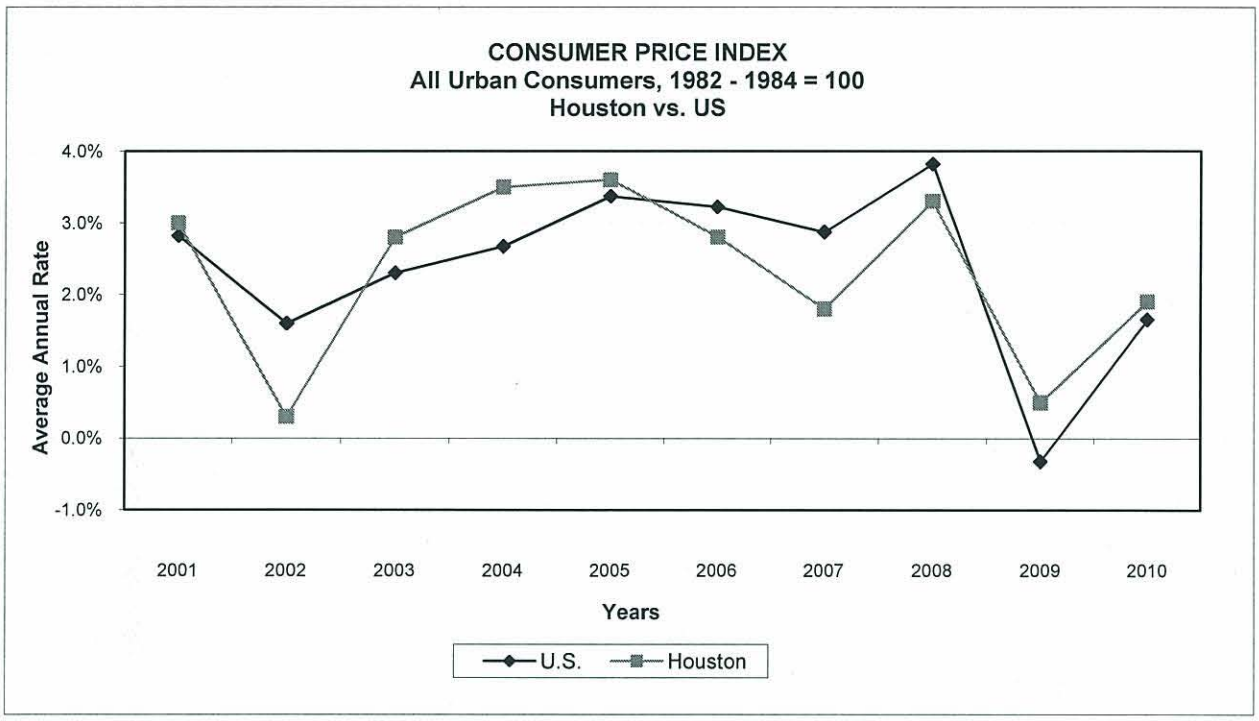


INCOME

Per capita income is widely used to compare the standards of living in different regions. In Houston, personal income fell from $45,835 in 2008 to $43,568 in 2009; a 4.9% decrease over the previous year. Since 2009, per capita income has increased an average of 3.5%.

PRICES

Houston prices, as measured by the Houston Consumer Price Index (CPI), rose 1.4% in 2010 compared to the national increase of 1.97%. Average CPI for the local area in 2010 was 194.3 versus 218.1 for the United States, meaning there is a lower cost of living for Houston residents than is the case nationally.



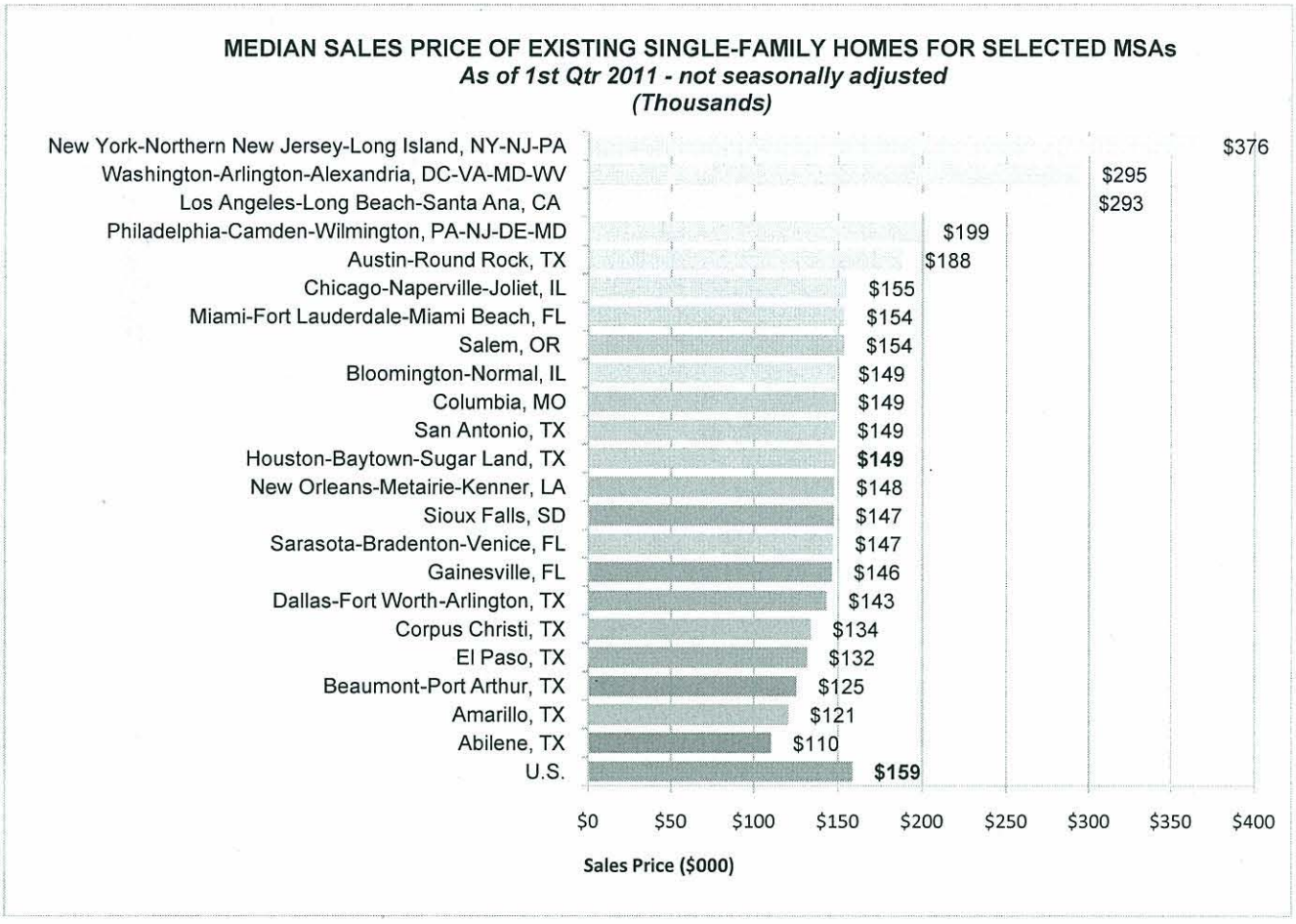
HOUSING COSTS

Houston's housing consists of the following counties: Harris County, Fort Bend County, Montgomery County, Brazoria County, Galveston County, Liberty County, Waller County, Chambers County, Austin County, and San Jacinto County. The sixth largest metropolitan region in the country is also one of the best bargains when it comes to housing costs. Houston's housing costs are more than 22% lower than the national average and 39% lower than the average of the 27 metro areas with more than 2 million residents. Low housing costs and a low cost of living are the main reasons Houston's overall living costs are 11% below the nationwide average for places of all sizes and 20% below the large-metro average.

The National Association of Realtors reports that Houston's fourth quarter 2010 median sales price of $154,100 is $15,700 lower than the national median sales price of existing single-family homes.

Most MSAs in Texas fall below the national median sales price with Houston at 1.9% and Dallas at 6.4% below the national average. Compared to February 2010, Houston experienced a growth in median sales price of +4.07%, and St. Louis experienced the highest growth in median sales price (+8.18%). The median sales prices in major cities had declined enormously over the past year with the largest decline in Miami (-18.60%), followed by Atlanta (-13.62%), and Minneapolis (-10.38%).

Honolulu, HI has the highest median sales price of single-family homes in 2010 at $607,600 (+1.9% from 2009) while Youngstown-Warren-Boardman, OH-PA has the lowest at $67,200 (+1.1% from 2009).



COST OF LIVING

In Houston, the dollar has a much higher buying power than virtually any other major metropolitan area in the country. The Third Quarter 2010 ACCRA Cost of Living Index shows that Houston's overall after-taxes living costs are 9% below the nationwide average, largely due to housing costs that are 21% below the average. In the context of the 27 participating metropolitan areas with more than 2 million residents, Houston's cost-of-living advantage is even more pronounced. Houston's housing costs are 38% below the average for the large metro areas, and its overall costs are 19% below the average for this group.

COST OF LIVING COMPARISONS
Third Quarter 2010 (Average for 314 Urban Areas = 100)

Metropolitan Statistical Area	Composite	Groceries	Housing	Utilities	Trans-portation	Health Care	Misc Goods & Services
New York-Newark-Edison NY-NJ-PA	154.4	124.0	231.2	149.2	106.7	114.1	121.8
Los Angeles-Long Beach-Santa Ana CA	141.3	107.3	220.8	106.1	116.8	110.9	107.2
Washington-Arlington-Alexandria DC-VA-MD-WV	135.1	109.3	205.1	110.8	105.8	103.9	104.6
Boston-Cambridge-Quincy MA-NH	132.4	113.3	156.1	140.2	103.6	122.2	128.4
Minneapolis-St. Paul-Bloomington MN-WI	111.9	110.8	118.0	108.2	101.9	106.5	112.5
Miami-Fort Lauderdale-Miami Beach FL	110.5	115.1	122.2	94.2	106.8	104.9	105.4
Chicago-Naperville-Joliet IL-IN-WI	107.4	104.9	118.4	102.0	107.7	108.2	99.8
Denver-Aurora CO	103.9	104.1	111.3	98.5	95.6	108.1	101.4
Atlanta-Sandy Springs-Marietta GA	94.7	96.4	88.1	88.5	99.2	107.9	98.4
Houston-Sugar Land-Baytown TX	**91.0**	**87.6**	**79.0**	**96.2**	**95.2**	**97.2**	**99.3**

Source: Council for Community and Economic Research, ACCRA Cost of Living Index, Third Quarter 2010 (published October 2010)
Note: Data are un-weighted averages for all reporting places in each metropolitan area.

Sources:

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CITY OF HOUSTON
TEXAS

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GENERAL FUND SUMMARY

Fund Name: General Fund
Fund No: 1000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance - Unassigned	$	236,311,568	165,382,855	165,382,855	102,646,088
Revenue and Other Sources					
General Property Taxes		892,864,918	846,136,000	850,712,000	842,478,000
Industrial Assessment		15,816,906	16,000,000	14,800,000	14,800,000
Sales Taxes		468,964,775	473,754,000	490,883,000	518,912,000
Other Tax		10,576,829	10,796,000	10,796,000	10,806,000
Electric Franchise		97,248,454	98,151,294	98,151,294	99,693,604
Telephone Franchise		48,263,683	46,000,000	46,150,000	44,482,800
Gas Franchise		21,728,760	21,889,640	21,889,640	22,009,397
Other Franchise		23,627,590	22,694,787	24,111,928	24,043,726
Licenses and Permits		18,636,009	17,206,343	18,523,929	22,241,426
Intergovernmental		32,148,152	59,824,105	59,719,469	11,160,872
Charges for Services		34,156,761	34,224,193	37,363,996	40,364,959
Direct Interfund Services		46,906,350	44,783,090	45,270,727	45,254,529
Indirect Interfund Services		16,012,015	16,454,417	16,110,213	18,522,214
Municipal Courts Fines and Forfeits		38,095,689	36,602,316	35,842,020	35,894,129
Other Fines and Forfeits		2,028,617	2,320,440	2,540,380	2,561,932
Interest		6,857,785	6,750,000	5,000,000	3,000,000
Miscellaneous/Other		8,213,835	23,403,171	8,989,517	6,739,716
Total Revenue and Other Sources		1,782,147,128	1,776,989,796	1,786,854,113	1,762,965,304
Other Resources					
Pension Bond Proceeds		20,000,000	0	0	0
Sale of Capital Assets		6,547,947	36,050,000	13,617,918	13,550,000
Transfers From Other Funds		38,658,328	28,736,294	30,391,336	51,479,934
Total Other Resources		65,206,275	64,786,294	44,009,254	65,029,934
Total Available Resources		2,083,664,971	2,007,158,945	1,996,246,222	1,930,641,326
Expenditures and Other Uses					
Public Safety					
Crime Lab		5,526,181	5,593,715	5,267,499	5,578,769
Fire Department		435,852,398	448,812,230	448,812,230	419,308,509
Houston Emergency Center		11,193,374	11,171,344	11,171,344	11,549,511
Municipal Courts Department		22,696,601	23,266,025	23,266,025	23,411,880
Police Department		657,239,659	657,867,666	658,193,882	635,162,620
Public Safety		1,132,508,213	1,146,710,980	1,146,710,980	1,095,011,289
Development & Maintenance Services					
General Services		47,632,949	47,365,835	47,365,835	45,980,817
Planning & Development		8,985,326	8,245,190	8,245,190	7,272,316
Public Works & Engineering		86,034,401	88,210,371	88,210,371	37,519,057
Solid Waste Management		68,472,125	65,090,256	65,090,256	65,543,214
Development & Maintenance Services		211,124,801	208,911,652	208,911,652	156,315,404

GENERAL FUND SUMMARY

Fund Name: General Fund
Fund No: 1000

	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Human & Cultural Services				
Convention & Entertainment	1,158,611	0	0	0
Health and Human Services	48,541,091	45,949,315	45,949,315	39,551,067
Housing & Community Development	831,514	885,416	885,416	619,779
Library	37,236,819	35,726,967	35,726,967	32,440,392
Parks and Recreation	67,500,364	63,498,879	63,498,879	60,710,583
Human & Cultural Services	155,268,399	146,060,577	146,060,577	133,321,821
Administrative Services				
Administration and Regulatory Affairs	30,205,570	32,058,743	32,058,743	37,236,737
City Controller	7,114,898	7,491,887	7,491,887	6,843,122
City Council	5,093,453	5,473,508	5,302,832	5,736,480
City Secretary	685,149	752,323	752,323	790,347
Finance Department	9,908,198	10,162,846	10,162,846	22,419,449
Human Resources	3,180,798	3,377,644	3,377,644	3,169,137
Information Technology	19,065,293	19,076,833	19,076,833	17,112,057
Legal	16,310,490	16,802,431	16,802,431	13,719,064
Mayor's Office	2,879,358	2,990,371	2,990,371	2,310,327
Office of Business Opportunity	2,456,375	2,384,364	2,384,364	2,018,421
Administrative Services	96,899,582	100,570,950	100,400,274	111,355,141
General Government				
General Government	80,566,319	90,678,651	90,678,651	102,293,940
General Government	80,566,319	90,678,651	90,678,651	102,293,940
Total Expenditures Other Than Debt Service	1,676,367,314	1,692,932,810	1,692,762,134	1,598,297,595
Debt Service				
Transfer to PIB Bonds Debt Service	249,585,000	227,214,000	227,214,000	229,700,000
Transfer to Drainage Debt Service	5,019,000	5,331,000	5,331,000	0
Transfer to Equipment to Departments	(14,584,000)	(11,707,000)	(11,707,000)	0
Debt Service	240,020,000	220,838,000	220,838,000	229,700,000
Total Expenditures and Other Uses	1,916,387,314	1,913,770,810	1,913,600,134	1,827,997,595
Fund Balance - Unassigned	167,277,657	93,388,135	82,646,088	102,643,731
Total Budget	2,083,664,971	2,007,158,945	1,996,246,222	1,930,641,326
Changes to Unassigned Fund Balance	0	20,000,000	20,000,000	0
Prepaid Items and Imprest Cash	(1,894,802)	0	0	0
Ending Fund Balance - Unassigned	165,382,855	113,388,135	102,646,088	102,643,731
Total Ending Fund Balance	$ 165,382,855	113,388,135	102,646,088	102,643,731

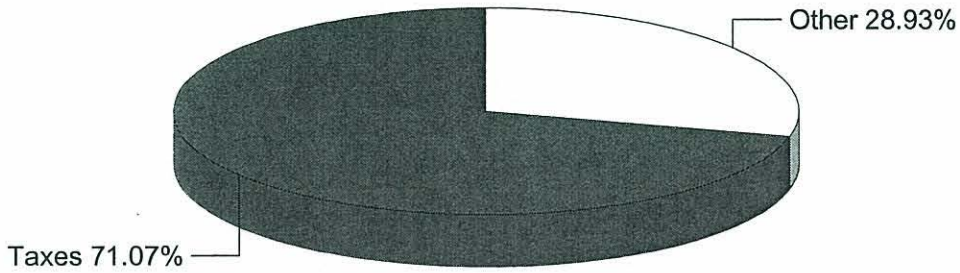
Rainy Day Fund of $20 million became unassigned in FY2011.

The General Fund Summary in some cases may not agree with some of the departmental totals due to prior year restatements.

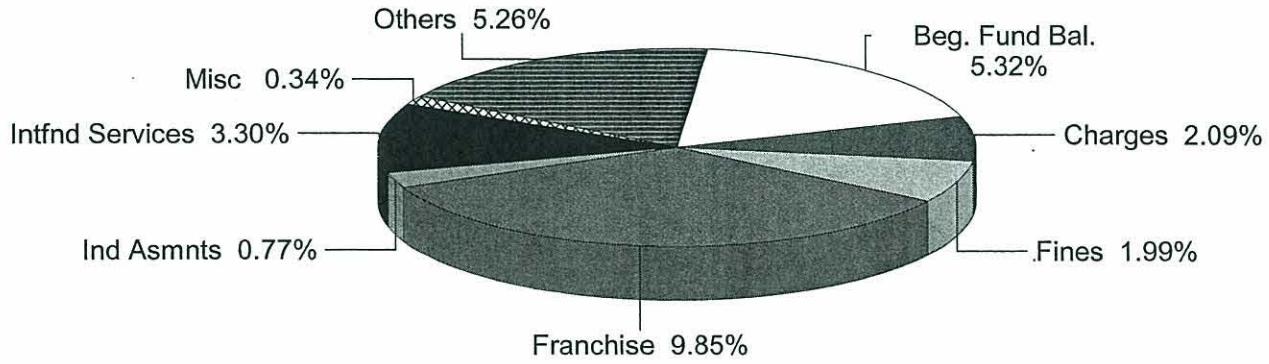
GENERAL FUND RESOURCES SUMMARY

The General Fund is the City of Houston's largest operating fund. With total resources of $2 billion budgeted in FY2012, this fund relies heavily on various forms of revenue to finance its operations. As illustrated below, approximately 71% percent of the total resources in the General Fund are from property and sales taxes.

GENERAL FUND RESOURCES FY2012 BUDGET



COMPOSITION OF OTHER (ABOVE)



The composition of the FY2012 General Fund resources is listed below:

RESOURCE CATEGORIES		RESOURCE FY2012 BUDGET*	% OF TOTAL BUDGET
Taxes:			
Property Taxes	$	842,478	43.64%
Sales Taxes		518,912	26.88%
Other Tax		10,806	0.55%
Franchise Fees		190,230	9.85%
Industrial District		14,800	0.77%
Licenses and Permits		22,241	1.15%
Intergovernmental		11,161	0.58%
Charges for Services		40,365	2.09%
Interfund Services		63,777	3.30%
Fines and Forfeits		38,456	1.99%
Interest		3,000	0.16%
Miscellaneous/Other		6,739	0.34%
Total Revenue		1,762,965	91.31%
Sale of Capital Assets		13,550	0.70%
Transfers In		51,480	2.68%
Beginning FY2012 Fund Balance		102,646	5.32%
TOTAL RESOURCES	$	1,930,641	100.00%

* Dollars in Thousands

The graph below provides a four-year comparsion of the City's resources in millions of dollars.

RELATIONSHIP OF GENERAL FUND RESOURCES
FY2009 THROUGH FY2012



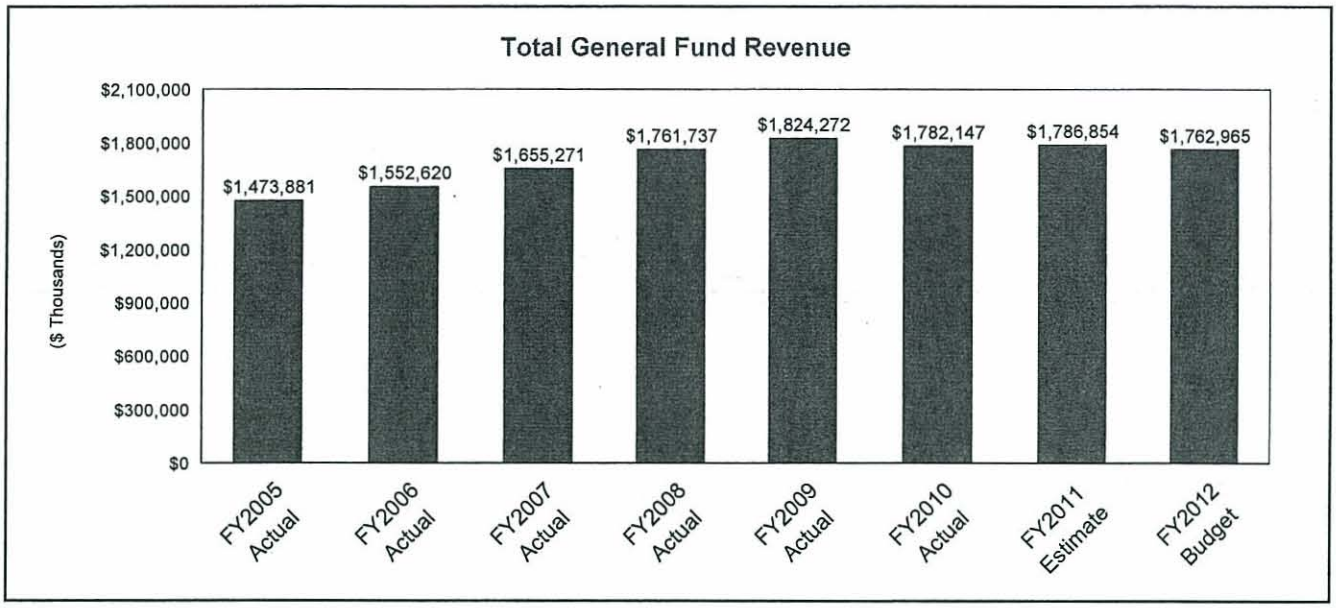


Table I below provides the FY2012 General Fund revenue estimate by categories. As shown, the total revenue is expected to be $1.76 billion or $23.9 million (1.34%) lower than the projected FY2011 revenue.

Table I

FY2012 Revenue Budget
Compared with FY2011 Estimate

Item	Projected Revenue ($ Thousands) FY2011 Estimate	FY2012 Budget	Increase / (Decrease)
General Property Taxes	850,712	842,478	(8,234)
Industrial Assessment	14,800	14,800	0
Sales Taxes	490,883	518,912	28,029
Other Tax	10,796	10,806	10
Electric Franchise	98,151	99,694	1,543
Telephone Franchise	46,150	44,483	(1,667)
Gas Franchise	21,890	22,009	119
Other Franchise	24,112	24,044	(68)
Licenses and Permits	18,524	22,241	3,717
Intergovernmental	59,719	11,161	(48,558)
Charges for Services	37,364	40,365	3,001
Direct Interfund Services	45,271	45,255	(16)
Indirect Interfund Services	16,110	18,522	2,412
Municipal Courts Fines and Forfeits	35,842	35,894	52
Other Fines and Forfeits	2,540	2,562	22
Interest	5,000	3,000	(2,000)
Miscellaneous/Other	8,990	6,739	(2,251)
Total	**1,786,854**	**1,762,965**	**(23,889)**

Table II provides the revenue estimate for each distinct revenue source that is expected to produce at least $3 million in FY2012. The remainder of this document describes the projection logic that has been used for each of these items.

Table II

Revenue Estimates for
Revenue Sources over $3 Million

Item	Projected Revenue ($ Thousands) FY2011 Estimate	FY2012 Budget	Increase / (Decrease)
General Property Taxes	850,712	842,478	(8,234)
Sales Taxes	490,883	518,912	28,029
Industrial Assessment	14,800	14,800	0
Mixed Beverage Tax	10,621	10,621	0
Electric Franchise	96,591	98,194	1,603
Telephone Franchise	46,000	44,483	(1,517)
Gas Franchise	21,890	22,009	119
Cable TV Franchise Fees	18,188	18,439	251
Solid Waster Hauter Franchase Fee	5,400	5,568	168
Licenses and Permits	18,524	22,241	3,717
TIRZ Funding	9,603	9,661	58
Ambulance Fees	24,840	27,442	2,602
Other Charges for Services	12,524	12,924	400
Interfund Police Protection	21,217	22,018	801
Interfund Fire Protection	16,642	17,146	504
Other Direct Interfund	7,411	6,091	(1,320)
Indirect Cost Recovery	16,110	18,522	2,412
Moving Violations	19,579	19,594	15
Other Municipal Courts Fines and Forfeitures	16,263	16,300	37
Interest	5,000	3,000	(2,000)
Miscellaneous/Other	8,990	6,739	(2,251)
All Other Revenues	55,066	5,783	(49,283)
Total	**1,786,854**	**1,762,965**	**(23,889)**

Taxes

Property Taxes

General property taxes are ad valorem taxes levied on the assessed valuation of real and personal property. Taxable values for all real and personal property within the City, depending on their locations, are established by the Harris County Appraisal District (HCAD), Montgomery County Appraisal District (MCAD) or Fort Bend County Appraisal District (FBCAD), collectively County Appraisal District (CAD), based upon market values as of January 1st. City Council approves exemptions such as homestead, 65 and over, disabled as well as Freeport exemptions and then sets a tax rate according to the state law. The current tax rate for the City of Houston is 63.875 cents per $100 of taxable value.

CAD notifies taxpayers of appraised values by May 15th of each year or as soon thereafter as practicable. Taxpayers may protest appraised values or the exemption status of their properties. Hearings of protests are conducted by Appraisal Review Board of CAD. Chief Appraiser of CAD certifies appraisal roll to the Tax Assessor of the City, Harris County Tax Office act as Tax Assessor on behalf of the City.

Based upon the adopted tax rate set by Council and taxable value as assessed by CAD, tax bills are generated and sent to taxpayers by Harris County Tax Office around mid-November. Payment is due by February 1st of the following year. Taxes not paid by the due date are delinquent and subject to penalties and interest charges. Taxpayers who wish to appeal values set by CAD may do so if taxes on the uncontested value are paid timely.

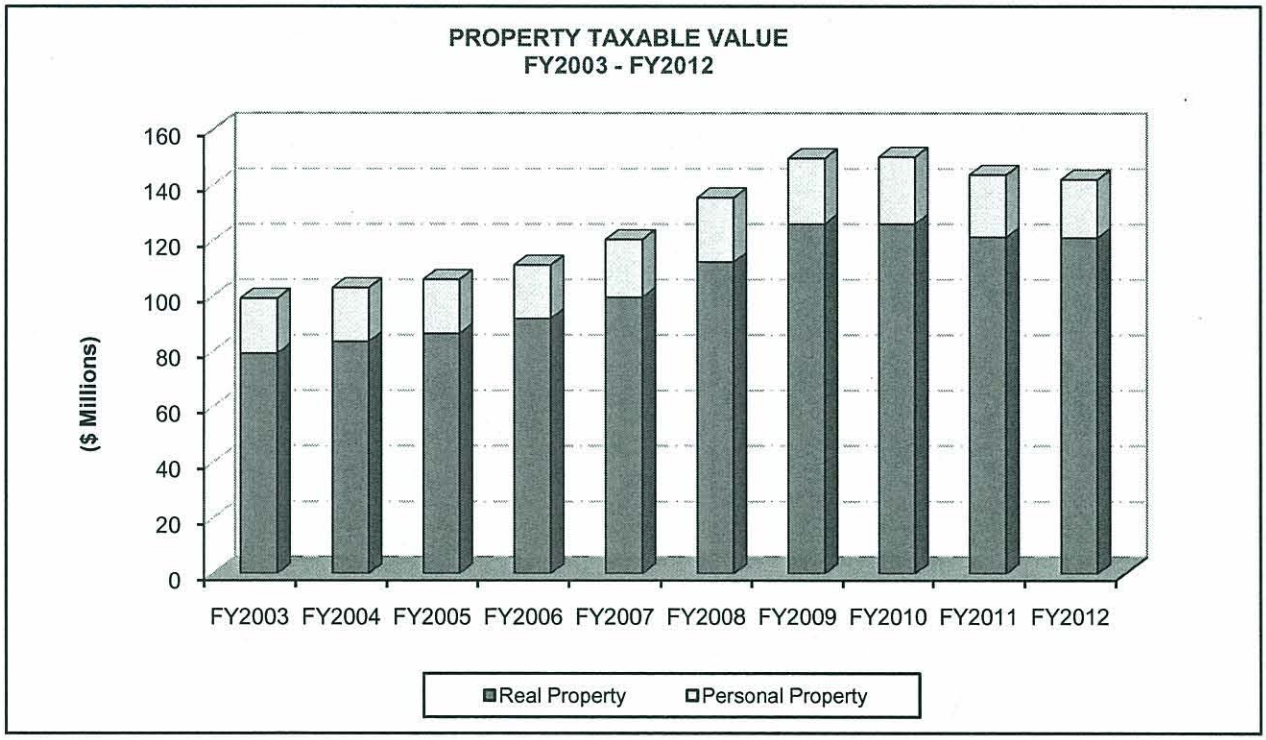
Occasionally, taxes are overpaid as a result of errors in appraisal or an overpayment by a taxpayer. Harris County Tax Office refunds such payments based upon the Texas Property Tax Code and documentation supplied by the taxpayers. Fluctuations in collections reflect changes in assessed property values, collection efforts, and tax rate.

The FY2012 property tax value estimate is derived from CAD projections provided to the City in April 2011. The taxable value used was $142 billion. This amount is a net of the senior/disabled exemption, which was $70,862, the same as FY2011. This is projected to exempt as much as $6.4 billion in taxable value from the tax rolls, reducing revenue by an estimated $40.6 million in FY2012.

The estimated taxable value is then reduced by the estimated incremental value of properties within the Tax Increment Reinvestment Zones (TIRZ). The net of TIRZ taxable value is estimated at $132.2 billion.

The Finance Department applied an assumed 63.875 cent per $100 taxable value to this tax base, along with a 96.8% collection ratio and assumptions for prior year taxes collection of $24.8 million, to arrive at a net revenue estimate of $842.5 million. This revenue is approximately 0.97% lower than the estimated FY2011 revenue of $850.7 million.

Below is a graph showing the ten-year history of property taxable values in Houston, with the $142 billion estimate shown for FY2012.



CITY OF HOUSTON APPRAISED VALUE
($ Millions)

Fiscal Year	Tax Year	Real Property	Personal Property	Total Value
2003	2002	79,249	19,846	99,096
2004	2003	83,776	19,399	103,175
2005	2004	86,433	19,467	105,900
2006	2005	91,827	19,293	111,120
2007	2006	99,483	20,858	120,341
2008	2007	112,241	23,214	135,455
2009	2008	125,982	23,645	149,627
2010	2009	125,999	24,094	150,093
2011	2010	121,140	22,403	143,543
2012	2011	121,002	20,975	141,977 *

*Harris County Appraisal District Estimates, as of April 2011

In November 2004, Proposition No. 1 was passed, amending the City Charter, to limit the annual increase in total ad valorem tax revenues. The increase is capped at the lower of the increase in Consumer Price Indexes (CPI) plus the growth in population, or 4.5% over the prior fiscal year. In addition, in November 2006, proposition H was passed to further increase the applicable revenue limitations by $90 million.

The proposed budget includes the property tax estimate revenues of $842.5 million, which is under the capped level of $908.78 million, with the following assumptions.

Population	
July 1, 2003 (1)	2,009,669
July 1, 2004 (1)	2,012,626 + 0.1471%
July 1, 2005 (1)	2,076,189 + 3.1582%
July 1, 2006 (1)	2,144,491 + 3.2898%
July 1, 2007 (1)	2,208,180 + 2.9699%
July 1, 2008 (1)	2,244,615 + 1.6500%
July 1, 2009 (1)	2,257,926 + 0.5930%
July 1, 2010 (2)	2,279,622 + 0.9609%

CPI (3)	
2003	163.7
2004	169.5 + 3.5431%
2005	175.6 + 3.5988%
2006	180.6 + 2.8474%
2007	183.8 + 1.7929%
2008	189.967 + 3.3339%
2009	190.495 + 0.2779%
2010	194.172 + 1.9302%

	($ In Thousand)
FY2005 Actual	$671,294
Population Increase 2004	0.1471%
CPI Increase 2004	3.5431%
FY2006 CAP	$696,066
Population Increase 2005	3.1582%
CPI Increase 2005	3.5988%
FY2007 CAP	$743,100
Population Increase 2006	3.2898%
CPI Increase 2006	2.8474%
FY2008 CAP	$788,705
Population Increase 2007	2.9699%
CPI Increase 2007	1.7929%
FY2009 CAP	$826,269
Population Increase 2008	1.6500%
CPI Increase 2008	3.3339%
FY2010 CAP	$867,450
Population Increase 2009	0.5930%
CPI Increase 2009	0.2779%
FY2011 CAP	$875,005
Population Increase 2010	0.9609%
CPI Increase 2010	1.9302%
FY2012 CAP	$900,302

FY2011 Estimates	$850,712
FY2012 CAP (Based on 4.5% Increase from FY2011 Estimate)	$888,994
Final FY2012 CAP (the Lower FY12 CAP Plus $19.79 million) (4)	$908,784

(1) Population numbers based upon the U.S. Census Bureau estimate most recently published when deciding limits of each respective year's property tax revenue budget increase.
(2) July 1, 2010 population is the City's estimate. The U.S. Census Bureau figures will be available in late June 2011.
(3) CPI increase based on the change in the CPI-U for the Houston-Galveston-Brazoria, Texas as published by the Bureau of Labor Statistics, for the preceding calendar year.
(4) In accordance to Proposition H, to increase the applicable revenue limitation by $90 million. The remaining applicable revenue to be added for FY2012 is $19.79 million.

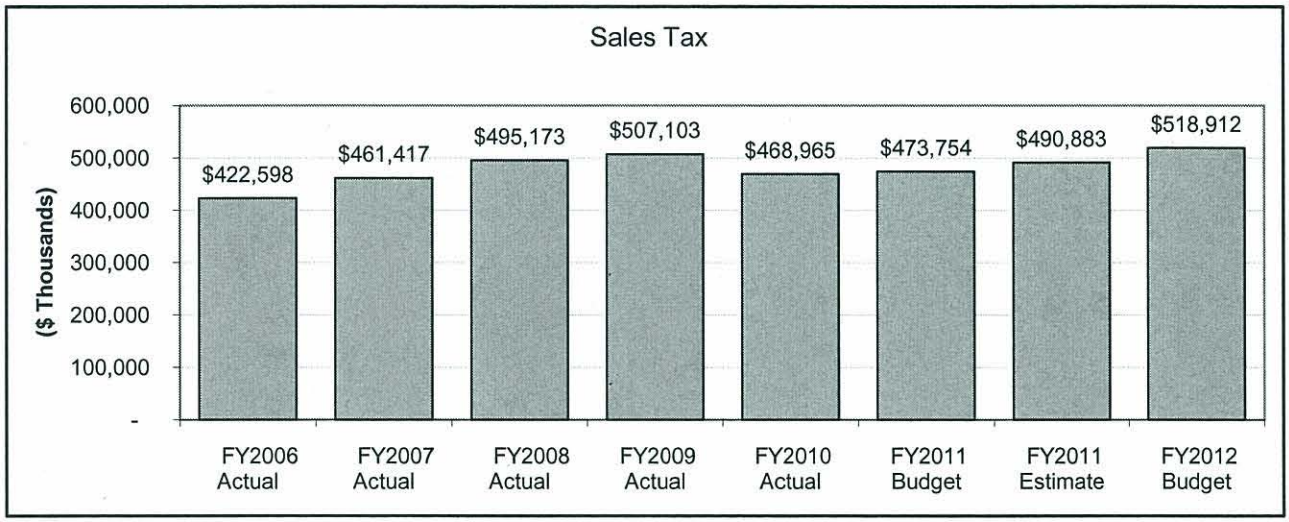
Sales Tax

General sales and use taxes are imposed upon the sale or consumption of certain goods and services at the point of sale. In the City of Houston, a $0.0825 sales and use tax is applied for every dollar of sales. The Metropolitan Transit Authority (METRO) receives $0.01, and the State of Texas receives $0.0625. The State Comptroller remits a $0.01 share to the City, after withholding a 2% service charge.

The sales tax projections are based on the "Houston Economic Multi-Sector (HEMS) Model" which takes into account the sectors of the Houston economy and estimates of income, prices, population, and Primary Metropolitan Statistical Area (PMSA) retail sales.

Currently, FY2012 is predicted to be a year of recovery from the relatively slow economic growth we experienced in FY2010 and early FY2011. From the FY2011 estimate of $491 million, the FY2012 budget amount of $519 million is approximately $28 million higher with 5.7% growth rate. Sales tax revenues in the business to business space are more variable than the retail space and were a primary contributor. The nation's financial institutions, while still weak, are far from the meltdown they were facing last year. The housing market is no longer in a total freefall and Houston's employment growth has been occurring across a much broader spectrum of sectors than previous years.

The graph below provides a seven-year comparison of the City's Sales Tax revenue.



Industrial District Assessments

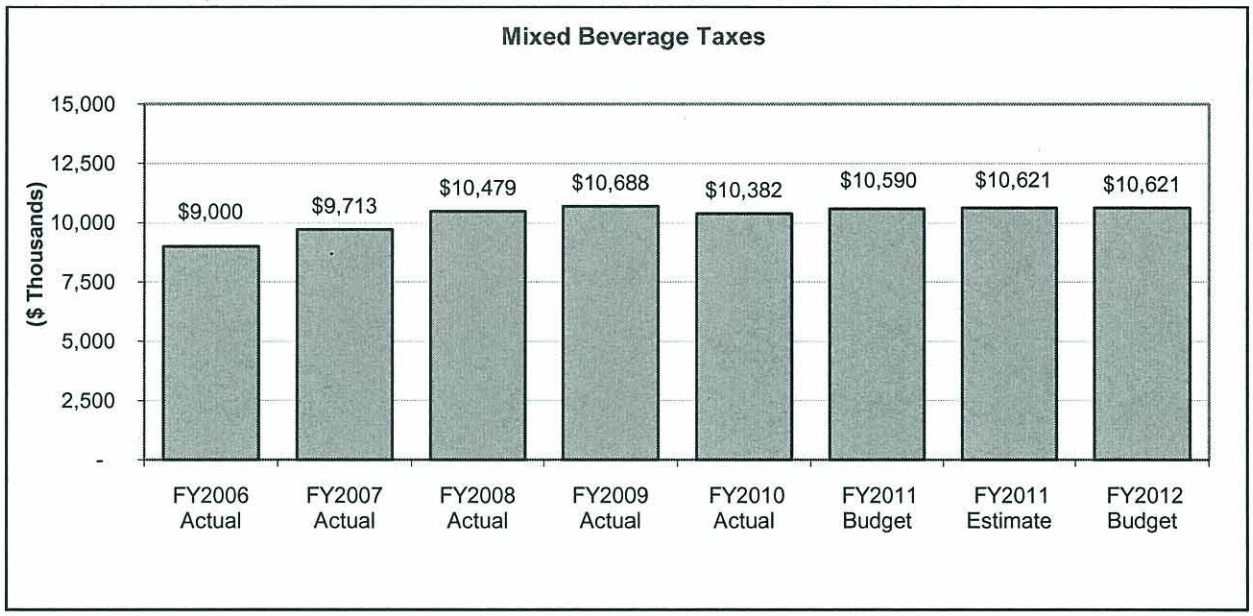
The City of Houston has Industrial District Contract Agreements having a term of fifteen years with more than 100 companies that are located within the Houston Extra-Territorial Jurisdiction (ETJ). A contractually reduced ad valorem assessed valuation fee is calculated and billed annually to each of those companies in lieu of the property being annexed and subject to City of Houston property taxes. Industrial District Assessments are

based on current year property values provided by HCAD. These are contractual revenues, with the current agreements expiring on May 31, 2012. These contract agreements will need to be renewed in the Industrial District. The FY2012 revenue is currently estimated at of $14.8 million.

Mixed Beverage Tax

By law, all mixed beverage and private club permit holders remit to the State Comptroller a 14% gross receipts tax on their mixed beverage sales each month. Following the end of each calendar quarter, 10.7143% of the tax paid is allocated to the county where each business is located. For any business located within an incorporated city, another 10.7143% of the tax paid is allocated to the city where it is located. The remaining tax is distributed to the State's General Revenue Fund. Mixed Beverage Tax allocation amounts are dependent upon the timing and accuracy of taxpayer's returns and payments, but generally represent taxes remitted to the Comptroller's Office during the calendar quarter immediately proceeding the month the allocation is distributed.

For the FY2012 projection, we are anticipating the revenue estimate of $10.62 million. The following graph shows the seven-year comparison of the City's mixed beverage tax revenue.



Franchise Fees

Franchise fees are paid by companies, entities, or persons for the privilege of using public property for private purposes. Franchise agreements have been granted to numerous utilities and other enterprises, either directly by the City of Houston or by the State of Texas, including CenterPoint Energy, AT&T, several cable television firms, and others.

Changes in franchise revenue depend on many factors including economic fluctuations, rate charges, customer usage, franchise agreement changes and legislative actions.

Electric Franchise

Electric franchise fees are paid to the City for the right to conduct an electric light and power business and to use the City rights-of-way for that business.

There are two companies in Houston that pay electric franchise fees: CenterPoint Energy Houston Electric ("CenterPoint") and Entergy. CenterPoint pays approximately 99% of the electric franchise fees paid to the City, which represents approximately $96.5 million per year.

Prior to electric deregulation, which became effective on January 1, 2002, electricity franchise payments were calculated as a percentage of the electric company's gross revenues from sales to customers located within the City limits. Under this payment formula, electric franchise fees to the City fluctuated, from $80 million to as much as $90 million per year.

From January 2002 through June 2005, franchise payments were no longer calculated based on a percentage of gross revenues, but instead were based on kilowatt hour consumption by customers within the City limits. During this period, electric franchise revenues dropped significantly, averaging $75 million each year.

In July 2005, or the beginning of FY2006, the City and CenterPoint entered into a new franchise agreement for a term of 30 years. The new agreement establishes a base franchise fee to the City of approximately $96 million per fiscal year, payable monthly, which is adjusted annually by a small adjustment factor based on kilowatt-hours delivered in the City.

The FY2011 electric franchise fee estimate is $96.6 million. The FY2012 electric franchise fee estimate of $98.2 million is approximately 1.7% higher than the FY2011 estimate. Kilowatt-hour consumption for calendar year 2010 was up 1.54% from 2009, with increases in residential and commercial categories and decreases in small industrial, large industrial, municipal and due to newly annexed properties.

The City of Houston exercises original jurisdiction over the rates, operations and services of these electric utilities for the Houston area.

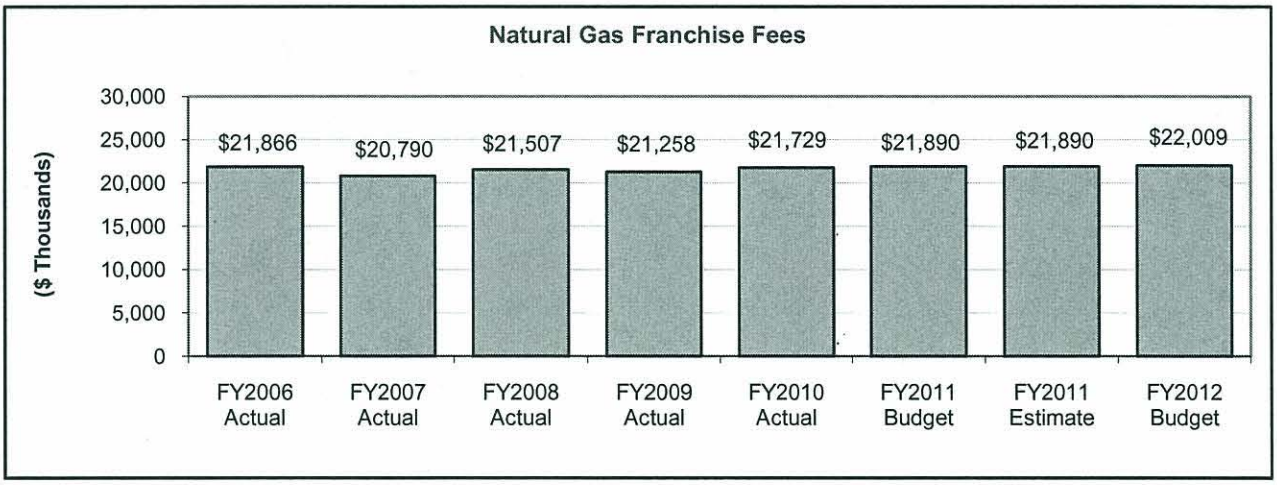
Natural Gas Franchise

Like electric franchise fees, natural gas franchise fees are paid by utilities that use the City rights-of-way for the transportation, delivery, sale and distribution of natural gas to customers in the City.

There is one company in Houston that pays natural gas franchise fees to the City of Houston: CenterPoint Energy Resources Corporation ("CenterPoint" – formerly Entex). These fees are paid monthly and are based on 5% of gross receipts on a rolling 3-year average.

The total estimate for FY2011 natural gas franchise fees from CenterPoint is approximately $21.9 million. The FY2012 natural gas franchise fee estimate is $22.0 million, an increase of 0.55% from FY2011.

The graph below provides a seven-year comparison of the City's natural gas franchise fee revenue.



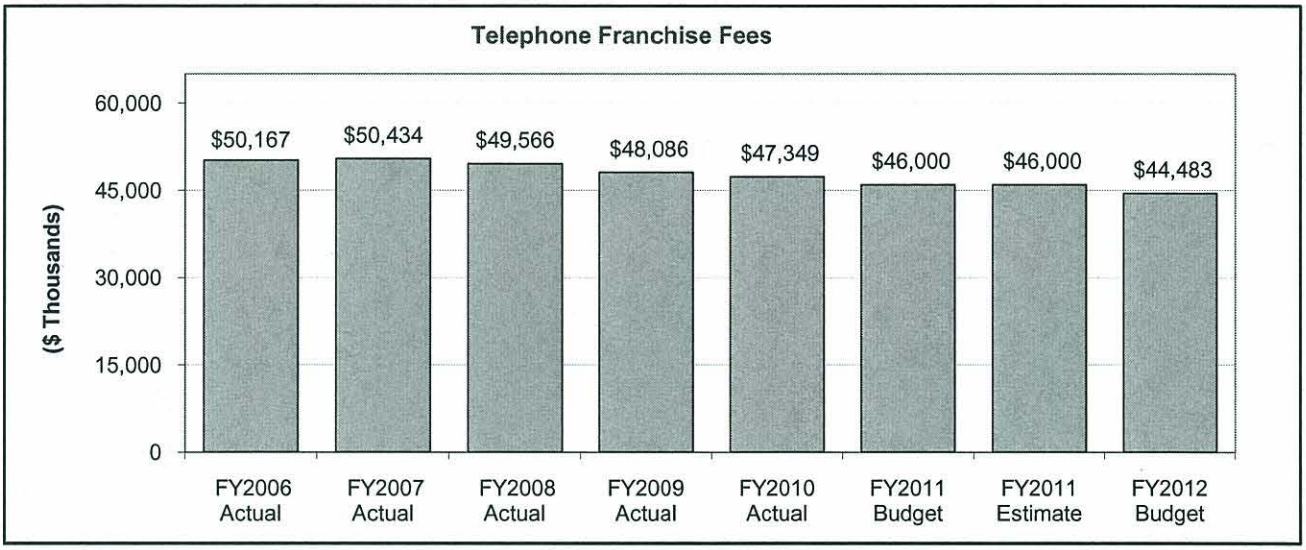
The City of Houston exercises original jurisdiction over the rates, operations and services of these natural gas utilities for the Houston area.

Telephone Franchise

Since deregulation of this industry in 2000, the telephone franchise fee paid to municipalities in Texas has been determined by applying an "access line rate," assigned by the Public Utilities Commission of Texas (PUCT) and adjusted annually for inflation, to the number of access lines in the municipality reported quarterly by each Certificated Telecommunications Provider ("CTP") doing business in that municipality. In FY2012, the projected average number of access lines per quarter is 2.5 million; a decrease of 6% from FY2011 projected levels. The access line rates that will be in effect during the fiscal year are as follows: residential - $1.72; non-residential - $5.81; and point-to-point - $16.51.

The FY2011 estimate for telephone franchise fee is $46 million, exclusive of audit recoveries. The FY2012 estimate of $44.5 million is a 3.3% decrease from FY2011's projection, and is reflective of the continued decrease in the number of access lines. There is not a 1:1 relationship in the variability between access line counts and access line revenues due to the varying rates per access line category.

The following graph below provides a seven-year comparison of the City's telephone franchise fee revenue.



Cable TV Franchise Fees

The City of Houston currently has four active cable franchises with the following cable companies: TVMAX of Houston, SuddenLink Communications, Phonoscope, and Northland. Pursuant to the terms of their franchise agreements, these companies pay franchise fees in the amount of 5% of their gross revenues from sales to Houston customers. In addition, there are two cable television/video service-providers operating in Houston under state-issued certificates of franchise authority: Comcast Cable and AT&T UVerse. Under the terms of the state franchise, these operators also pay the City of Houston 5% of their gross revenues from sales to Houston customers. The largest of either type of franchise is Comcast, which accounts for approximately 63.4% of the total cable franchise revenue projection for FY2011. The four remaining City of Houston cable franchises do not expire until after year 2015.

The FY2012 projection of $18.44 million is 1.38% higher than the FY2011 projection due to continued overall subscriber growth among cable/video service providers.

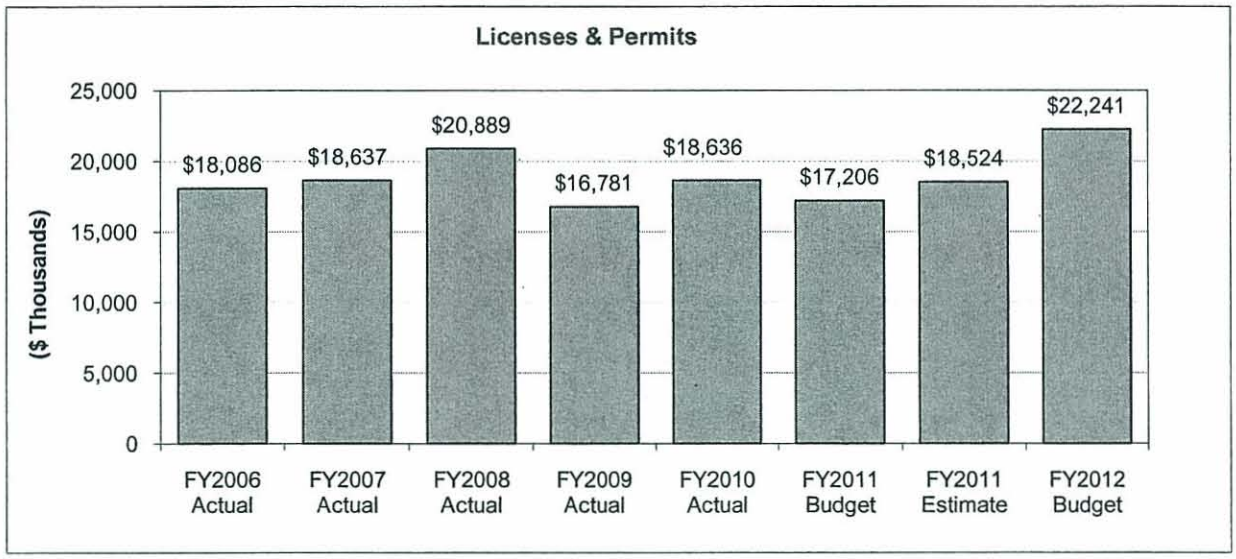
Solid Waste Hauler Franchise Fees

Solid waste haulers pay fees to compensate the City for the use of City streets. Over 180 solid waste hauler franchises pay 3% of gross revenues from transporting commercial solid and industrial wastes that originate within the City limits. The FY2011 estimate for solid waste hauler franchise fees is $5.4 million, exclusive of audit recoveries. The FY2012 estimate of $5.6 million assumes that the waste hauling industry is beginning to recover from the effects of the recession, as well as improved compliance efforts.

Other Revenues

Licenses and Permits

The Licenses and Permits category includes such items as fire alarm, special fire, and many other permits. The FY2012 revenue is estimated at $22.24 million, which is approximately $3.72 million higher than FY2011 estimate. This is mainly due to the annualized impact to recover cost of services through several fee increases.



Ambulance Fees

Chapter 4 of the City Code provides for the establishment of, and guidelines for, a citywide ambulance service. The base and variable fee structure, as well as the Fire Department, the Finance Department and Administration and Regulatory Affairs Department (ARA) responsibilities are addressed under Section 4.13. ARA has been charged with the billing and collection services resulting from the transport data provided by the Fire Department. ARA has chosen to contract with a private vendor for these services. The City is currently in the third year of a five-year contract renewal with Affiliated Computer Services (ACS) State and Local Solutions, Inc. for billing and collection services. At the end of the five-year term, the City can again opt to renew the contract.

This contract also required the installation of new technology including laptop computer units with specialized patient software that prompts the medics to record vital data needed for required record keeping as well as proper billing documentation. Additionally, driver's license reader devices were installed to accurately record the patient's name and address. ACS is also required to establish business relationships with area hospitals to improve collaboration of patient data records under Chapter 241 of the Texas Health and Safety Code and applicable Federal Law. This was accomplished by implementing the Health Insurance Portability and Accountability Act (HIPAA) electronic compliant database connectivity between area hospitals and ACS to share patient data including insurance information for billing and required record keeping purposes.

Based on the current trend in the transport volume, as well as the annualized impact from the fee increases effective December 1, 2010, the FY2012 revenue is projected at $ 27.44 million (net of collection fees). This is $2.6 million higher than the FY2011 estimate of $24.84 million.

Other Charges for Services

Other charges for services include miscellaneous copy fees, public safety report fees, vending machine concessions, vehicle storage, hazardous material response, and others. For FY2012, revenues of $12.92 million are projected, an increase of about $400,000 from the FY2011 estimate of $12.52 million.

Interfund Direct Charges

The General Fund charges the Houston Airport System for airport police service, which is the responsibility of Houston Police Department (HPD). The FY2012 projection of $22.02 million is about $801,000 higher than the FY2011 estimate of $21.22 million, reflecting slight increases in police compensation and other costs.

The Aviation Enterprise Fund also pays for fire protection provided by the Fire Department to the Houston Airport System. The FY2012 projection of $17.15 million reflects an increase of approximately 3.03% over the FY2011 estimate; mainly due to increase in base salary (pay increases) and increased request of overtime.

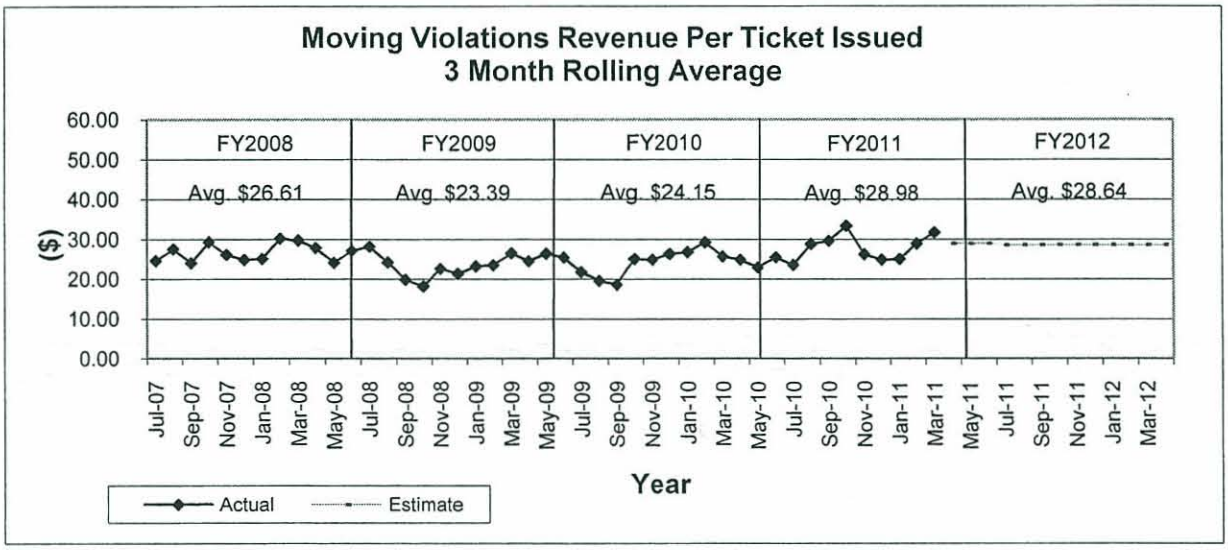
Payments received for other direct services performed by the General Fund are recovered throughout the year. The FY2012 projection of $6.09 million is $1.32 million lower than the FY2011 estimate of $7.41 million, which is mainly due to the transfer of project services to the Dedicated Drainage and Street Renewal Fund in FY2012.

Indirect Cost Recovery

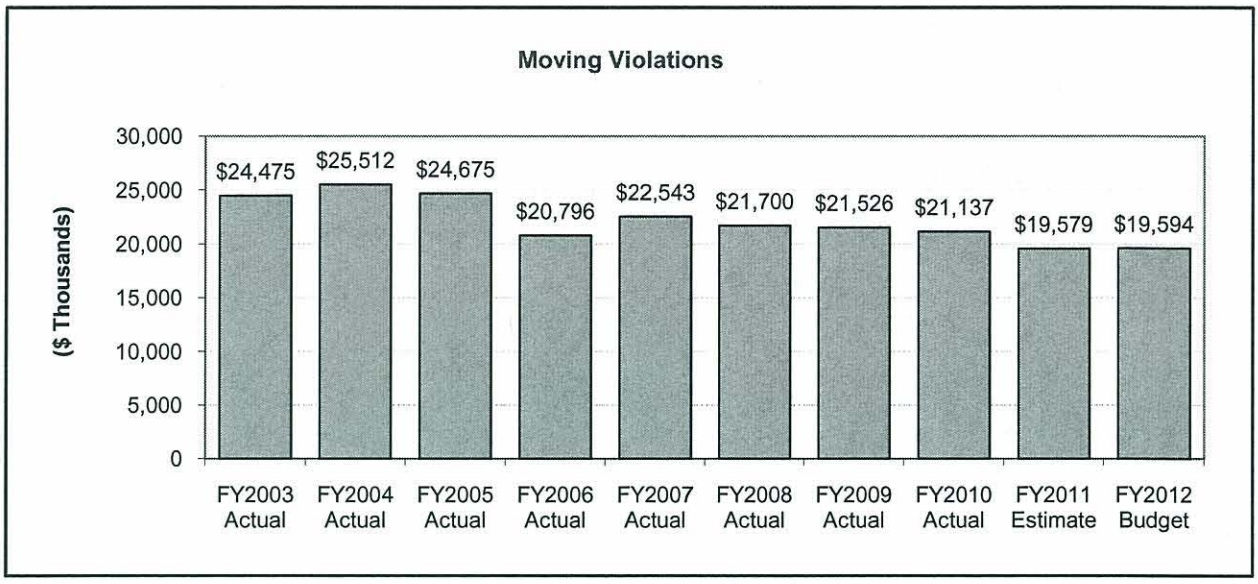
The General Fund provides citywide central support services and recovers the cost of these services through allocation of indirect costs. These amounts are determined through the preparation of an annual cost allocation plan, which distributes administrative overhead costs to General Fund operating departments and to other funds. For FY2012, the proposed plan calls for cost recoveries totaling $18.52 million, an increase of $2.4 million in indirect interfund revenue from the FY2011 estimate of $16.11 million.

Moving Violations

In FY2012, we expect 684,000 tickets to be issued and 178,000 tickets paid at an average of $107.39 per ticket. Moving violations revenue in FY2012 is projected at $19.59 million, which is slightly higher than our FY2011 projection of $19.58 million.



The graph below provides a ten-year comparison of the City's moving violations revenue.



Other Municipal Courts Fines and Forfeitures

Delinquent collection of Municipal Court Fines and Forfeitures is now largely privatized. It is projected to increase from $16.26 million to $16.30 million in FY2012.

Interest

The City aggressively invests surplus balances and retains the interest earnings in the General Fund. The amount of such earnings depends on the balance available, the general level of interest rates, and the investment policies (e.g. tolerance for risk, need for liquidity) chosen. With the current economic condition, the FY2012 interest revenue is projected at $3 million, reflecting a decrease in cash flows as well as lower interest rates compared to FY2011.

Miscellaneous/Other

The FY2012 revenue is estimated at $6.74 million, which is $2.3 million lower than FY2011 estimate of $8.99 million. This is mainly due to prior year revenue adjustment in FY2011.

All Other Revenues

Estimated revenues in remaining categories have been calculated using simple trend analysis, as well as operational and collection information from the collecting department. These revenues decreased from $55.07 million in FY2011 to $5.78 million in FY2012 mainly due to METRO funding revenues that is now being recognized in the Dedicated Drainage and Street Renewal Fund instead of General Fund.

A detailed listing of General Fund revenues by category are presented on the following pages showing the FY2010 Actual, FY2011 Current Budget and Estimate, and the FY2012 Budget amounts.


CITY OF HOUSTON
TEXAS

General Fund Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Taxes					
General Property Taxes					
411020	Current Property Tax	807,692,636	741,267,744	765,865,764	759,547,505
411030	Current Year Delinquent Property Tax	59,830,566	82,374,256	61,096,236	60,342,495
411040	Delinquent Property Tax - Prior Years	498,200	497,647	546,688	520,812
411110	Prior Year Delinquent Property Tax-1998	1,092	0	0	0
411120	Prior Year Delinquent Property Tax-1999	59,545	1,004	1,198	0
411130	Prior Year Delinquent Property Tax-2000	78,763	90,090	65,340	1,142
411140	Prior Year Delinquent Property Tax-2001	109,206	89,151	86,429	62,248
411150	Prior Year Delinquent Property Tax-2002	133,898	109,434	119,835	82,338
411160	Prior Year Delinquent Property Tax-2003	235,970	172,714	146,930	114,163
411170	Prior Year Delinquent Property Tax-2004	508,423	269,432	258,936	139,976
411171	Prior Year Delinquent Property Tax-2005	1,827,368	465,297	707,906	246,680
411172	Prior Year Delinquent Property Tax-2006	1,703,726	773,368	1,855,220	531,499
411173	Prior Year Delinquent Property Tax-2007	2,526,554	1,440,522	1,869,544	1,910,306
411174	Prior Year Delinquent Property Tax-2008	4,619,876	2,439,828	2,772,456	1,781,053
411175	Prior Year Delinquent Property Tax-2009	0	5,454,513	4,369,518	2,641,226
411176	Prior Year Delinquent Property Tax-2010	0	0	0	4,162,559
411180	Current Delinquent - P & I	5,302,767	4,645,424	4,513,953	4,298,707
411190	Penalty&Interest-Delinq. Property Tax	8,394,821	6,755,576	7,146,047	6,805,291
411210	Property Tax Rebates	(658,493)	(710,000)	(710,000)	(710,000)
Subtotal	General Property Taxes	892,864,918	846,136,000	850,712,000	842,478,000
412010	Sales Tax	468,964,775	473,754,000	490,883,000	518,912,000
Other Tax					
413010	Mixed Beverage Tax	10,381,803	10,590,000	10,621,000	10,621,000
414010	Bingo Tax	195,026	206,000	175,000	185,000
Subtotal	Other Tax	10,576,829	10,796,000	10,796,000	10,806,000
Total Taxes		**1,372,406,522**	**1,330,686,000**	**1,352,391,000**	**1,372,196,000**
Industrial District Assessment					
415010	Industrial District Assessment	15,816,906	16,000,000	14,800,000	14,800,000
Total Industrial District Assessment		**15,816,906**	**16,000,000**	**14,800,000**	**14,800,000**
Franchise Fees					
Electric Franchise					
416010	Electricity Franchise Tax	95,630,300	96,586,122	96,591,383	98,193,604
416020	Miscellaneous Franchise Fee	1,618,154	1,565,172	1,559,911	1,500,000
Subtotal	Electric Franchise	97,248,454	98,151,294	98,151,294	99,693,604
Telephone Franchise					
417010	Telephone Franchise Tax	47,348,901	46,000,000	46,000,000	44,482,800
419090	Telecomm Franchise Fees - Prior Year	914,782	0	150,000	0
Subtotal	Telephone Franchise	48,263,683	46,000,000	46,150,000	44,482,800
Gas Franchise					
418010	Natural Gas Franchise Tax	21,728,760	21,889,640	21,889,640	22,009,397
Other Franchise					
419010	Cable TV Franchise Tax	17,257,533	17,077,000	18,187,950	18,439,200
419040	Solid Waste Hauler Franichise Fee	5,351,949	5,325,000	5,400,000	5,568,000
419050	Spur Track Franchise Fee	20,426	20,426	20,426	20,426
419070	Fiber Optics Franchise Fee	274,856	272,361	40,180	16,100
419110	Cable TV Franchise Fees-Prior Year	901	0	163,135	0
419120	Solid Waste Franchise Fees-Prior Year	721,925	0	300,237	0
Subtotal	Other Franchise	23,627,590	22,694,787	24,111,928	24,043,726
Total Franchise Fees		**190,868,487**	**188,735,721**	**190,302,862**	**190,229,527**
Licenses and Permits					
421010	Special Food Permits	878,179	781,600	816,300	890,300
421020	Food Dealers Permits	2,991,678	2,810,100	3,169,300	3,381,700
421030	Food Managers Permits	494,021	485,000	474,100	474,100
421040	Mobile Food Vendor Licenses	304,730	216,000	403,000	479,100
421060	Miscellaneous Health Permits	1,104,147	970,400	1,051,300	1,156,200

General Fund Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
421070	Swimming Pool Operating Permits	512,060	364,300	203,495	0
421080	Rabies Control Licenses	719,961	560,000	0	0
421100	Occupation Licenses	113,684	120,000	142,000	152,650
421110	Sexually Oriented Business Permits	28,140	27,750	32,830	28,420
421130	Decals for Coin-Ope.Amusement Machines	265,290	375,000	265,000	280,141
421140	Dance Licenses	53,334	75,000	65,330	70,230
421150	Liquor Licenses	1,228,813	1,020,000	1,098,210	1,098,212
421180	Special Fire Permits	5,019,199	4,779,980	4,655,734	5,000,000
421200	Other Building & Construction Permits	9,140	11,250	16,760	20,140
421210	Fire Alarm Permits	220,165	229,930	299,542	288,205
421220	School Bus Licenses & Permits	15,517	13,340	16,000	36,550
421230	Taxicab Licenses & Permits	909,128	908,150	1,160,000	1,134,500
421270	City Election Fees	34,500	0	0	0
421280	Other Licenses & Permits	41,522	28,000	50,000	65,700
421290	Tower Application Review Fee	2,471	1,600	2,600	4,620
421310	Mobility Permits	785,014	695,000	900,000	0
421320	Dumpster Permits	1,725,877	1,616,000	2,000,000	2,600,000
421400	Miscellaneous Sign Fees	79,628	84,550	20,000	0
421410	Permit Preparation Fees	25,974	18,000	18,000	18,000
421490	Plan Review Fees	0	0	0	2,500,000
421570	Limousine Permits	587,900	543,150	580,000	696,000
421580	Charter Bus Permits	167,325	151,950	166,000	177,650
421590	Right-of-way Permits	314,237	317,018	317,018	324,378
421600	Jitney Permit & Inspection Fees	4,375	3,275	2,330	4,010
421610	Low Speed Shuttle Permit/Inspection Fees	0	0	200	2,300
421620	Pedicab Permits & Inspection Fees	0	0	10,000	25,000
421630	Administrative Fee - Licenses & Permits	0	0	588,880	1,333,320
Total Licenses and Permits		**18,636,009**	**17,206,343**	**18,523,929**	**22,241,426**
Intergovernmental					
422010	Medicaid Title XIX	397,784	300,000	300,000	300,000
422020	Medicaid Title XX	1,587,386	1,200,000	1,200,000	1,200,000
422122	Municipal Service Fees - TIRZ	355,000	6,233,200	6,233,200	6,233,200
422141	Intergovernmental Revenue - TIRZ	3,629,693	3,474,000	3,369,364	3,427,672
422150	Intergovernmental Revenue - Metro	25,000,000	47,620,905	47,620,905	0
429095	Medicare Part D Distribution	1,178,289	996,000	996,000	0
Total Intergovernmental		**32,148,152**	**59,824,105**	**59,719,469**	**11,160,872**
Charges for Services					
Direct Interfund Services					
424030	Intfd Computer Dev	123,164	0	179,497	60,000
424050	Interfund Fire Protection Services	16,244,269	16,642,455	16,642,455	17,145,594
424060	Interfund Airport Police Services	19,887,951	21,217,098	21,217,098	22,018,137
424070	Interfund Legal Services	1,158,666	1,234,498	1,225,469	1,110,724
424080	Interfund Payroll Services	0	1,096,694	1,096,694	1,200,000
424110	Other Interfund Services	9,143,458	2,804,272	3,242,272	2,773,084
424120	Interfund Vehicle Fuel	92,271	299,291	305,797	0
424130	Interfund Vehicle Repair	189,145	219,615	250,604	0
424140	Interfund Inventory	(99,217)	0	528	0
424150	Interfund Auditing Services-601	0	226,873	226,873	229,000
424160	Interfund Affirmative Action Services	55,743	394,354	273,500	70,000
457010	Interfund Land Acquisition	110,900	110,850	110,850	110,900
457020	Interfund Communication Equipment Repair	0	537,090	499,090	537,090
Subtotal	Direct Interfund Services	46,906,350	44,783,090	45,270,727	45,254,529
Indirect Interfund Services					
425010	Indirect Cost Recovery-Aviation	2,771,233	3,316,303	3,140,667	3,209,709
425020	Indirect Cost Recovery - Civic Center	940,024	772,515	397,242	881,180
425030	Indirect Cost-CUS Fund	3,147,722	3,034,287	3,034,287	3,868,673
425040	Indirect Cost-Houston Area Lib Auto NetWork	90,006	99,000	99,000	99,000
425050	Indirect Cost Recovery-Auto Dealers	666,294	673,465	673,465	684,231
425060	Indirect Cost Recover -Public TV	33,857	35,836	35,836	39,659
425070	Indirect Cost-Building Inspection	1,549,974	1,734,697	1,734,697	1,753,262

General Fund Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
425080	Indirect Cost Recovery-Street & Drainage	1,042,080	1,158,533	1,158,533	1,257,112
425090	Indirect Cost Recovery-911 Emergency	110,000	418,295	110,000	110,000
425100	Indirect Cost Recovery-Other	1,580,353	1,562,234	1,562,234	2,259,388
425110	Indirect Cost Recovery-Grants	4,080,472	3,649,252	4,164,252	4,360,000
Subtotal	Indirect Interfund Services	16,012,015	16,454,417	16,110,213	18,522,214
Charges for Services					
426010	Hazardous Materials Response	52,220	84,450	45,000	56,100
426020	Hazardous Materials Permit	33,405	36,100	38,450	36,500
426030	Ambulance Fees	21,638,983	21,753,000	24,840,000	27,442,000
426040	Library Service Charges	0	0	500	0
426050	Animal Control Fees	82,852	102,200	0	0
426060	Clinical Fees	0	0	100	0
426070	Hotel & Motel Ordinance	1,600	2,800	1,000	1,200
426090	Demolition Fees	796,249	603,391	604,000	600,000
426100	Non-Resident Garbage Fee	334,569	500,000	435,000	435,000
426110	Extra Container Garbage Fee	1,059,349	1,840,000	1,540,000	1,540,000
426120	Weed Cutting Fees	724,395	552,316	673,000	640,000
426130	Dental Fees	8,501	0	5,700	0
426240	Limousine Inspection Fees	38,505	33,925	40,000	71,425
426250	Platting Fees	2,208,491	2,000,000	2,500,000	3,584,191
426260	Police Services	99,084	112,000	126,004	160,000
426290	Other Service Charges	168,682	204,800	204,800	104,000
426300	Certified Copies Fees	2,436,420	2,194,700	1,945,500	2,085,000
426320	City Maps & Related Items	1,366	1,450	1,200	1,450
426330	Miscellaneous Copies Fees	45,480	28,360	52,648	48,080
426340	Public Safety Reports Fees	749,721	730,960	738,771	765,490
426350	Fire Fighting Services	449,692	477,020	600,000	618,015
426370	Training Services	98,557	94,500	94,500	94,500
426390	Misc. Services to Other Agencies	433,679	420,000	385,810	0
426420	Building Space Rental Fees	984,564	1,087,729	1,203,124	807,821
426430	Facility Rental Fees	258,618	246,672	223,666	216,003
426480	Securing/Boarding - Nuisance Abatement	97,562	60,000	56,000	52,000
426485	Visual Blight - Nuisance Abatement	2,560	3,000	1,850	1,900
443120	Photocopier Concessions	265,010	0	0	0
443130	Pay Phone Concessions	354,469	350,000	301,000	301,000
443150	Telecommunications Revenue	190	100	100	100
443160	Vending Machine Concessions	249,780	205,200	218,973	214,449
445050	Cell Tower Revenue	221,123	269,520	234,800	278,735
447020	Garage Parking Revenue	260,085	230,000	252,500	210,000
456255	Misc Operating Revenue	1,000	0	0	0
Subtotal	Charges for Services	34,156,761	34,224,193	37,363,996	40,364,959
Total Charges for Services		**97,075,126**	**95,461,700**	**98,744,936**	**104,141,702**
Fines and Forfeits					
Municipal Courts Fines and Forfeits					
427010	Moving Violations	21,137,454	19,744,986	19,578,678	19,593,870
427030	MCTP Monthly Time Payment	864,203	715,776	704,894	707,210
427040	Non-Traffic Fines	2,787,789	2,804,579	2,824,303	2,826,753
427050	Failure to Appear Fines	2,531,779	2,350,159	2,313,343	2,316,830
427060	Scire Facias Forfeitures	1,056,383	1,183,560	1,037,898	1,042,707
427070	Bond Handling Fees	2,557	3,251	2,057	2,067
427100	Local Court Costs	667,911	624,496	596,512	599,275
427110	Driver Safety Administration Fees	1,548,005	1,486,212	1,303,280	1,309,318
427120	Cash Bond Forfeiture Fees	22,330	41,283	35	47
427130	Local Arrest Fees	1,693,832	1,568,743	1,558,804	1,566,026
427140	State Arrest Fees	0	2	3	3
427150	Towing Hearing Filing Fee	(9,585)	0	19,910	0
427160	Warrant Fees	382,936	400,905	259,089	260,289
427170	HPD Overtime Fee	64	89	10	10
427180	Capias Pro Fine	4,643	4,555	3,973	3,991
427200	Unclaimed Fines & Forfeitures	4,176	118	6,185	6,590
427210	Court Costs/Jury Costs	85	55	87	87

General Fund Revenues by Category

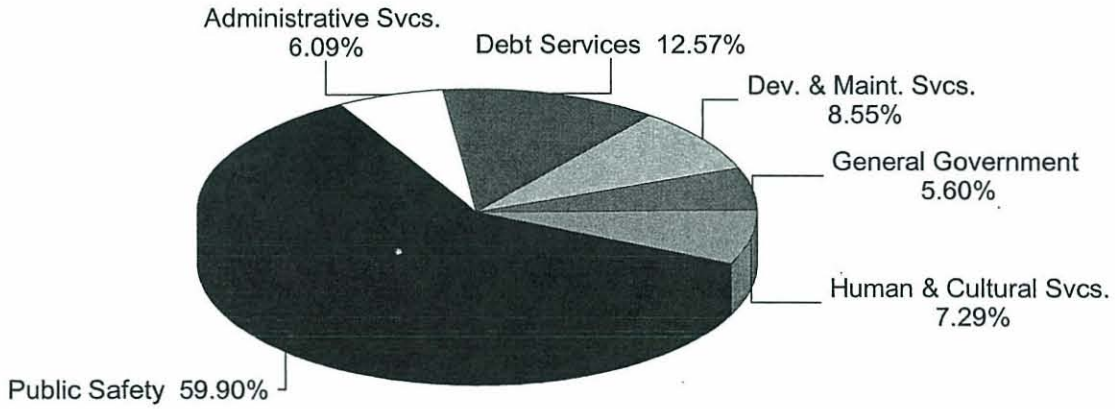
Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
427220	Suspended Sentence Fees	4,143,643	4,531,728	4,500,185	4,521,034
427250	Registration Denial Fee	264,306	202,334	305,134	306,548
427260	Dismissal Fees	993,178	939,485	827,640	831,474
Subtotal	Municipal Courts Fines and Forfeits	38,095,689	36,602,316	35,842,020	35,894,129
Other Fines and Forfeits					
428010	Deposit Forfeitures	(6,090)	0	0	0
428020	Library Fines	746,038	600,000	600,000	500,000
428030	Release of Liens	98,813	85,000	105,200	126,000
428040	Vehicle Tow-Away Fees	2,468	1,000	4,200	4,200
428050	False Alarm Penalties	402,405	903,395	813,000	1,038,905
428060	Other Interest Income	25,787	28,000	230,384	96,616
428080	Returned Check Charges	16,524	13,545	12,596	13,211
428090	Miscellaneous Fines & Forfeitures	17,487	64,500	70,000	52,000
428100	Interest on Liens-COH	73,219	85,000	128,000	131,000
428105	Interest on Liens-Contract	651,966	540,000	577,000	600,000
Subtotal	Other Fines and Forfeits	2,028,617	2,320,440	2,540,380	2,561,932
Total Fines and Forfeits		**40,124,306**	**38,922,756**	**38,382,400**	**38,456,061**
Interest					
432010	Interest on Pooled Investments	6,857,785	6,750,000	5,000,000	3,000,000
Total Interest		**6,857,785**	**6,750,000**	**5,000,000**	**3,000,000**
Miscellaneous/Other					
431020	Contributions from Others	143,989	155,460	148,764	155,460
434150	Streets & Bridges Assessments	44,364	56,000	73,000	75,000
434205	Sale of Scrap Metal	44,784	32,500	20,000	30,000
434210	Sale of Scrap Oil & Tires	5,779	4,520	6,000	0
434225	Sale of Non-Capital Equip. & Merchandise	392,846	325,000	445,000	325,000
434230	Animal Adoption	111,971	70,700	0	0
434305	Judgments & Claims	140,649	110,000	27,900	120,000
434315	Reimbursement of Court Costs	1,129	0	5,000	0
434330	Subrogations	0	10,000	0	10,000
434335	Recover Damage-Infrastructure	61,461	65,300	99,416	0
434340	Cashier Overages	1,902	0	1,400	0
434505	Prior Year Expenditure Recovery	784,202	50,000	2,477	50,000
434510	Prior Year Revenue	(139,590)	52,000	2,942,778	52,000
434515	Street Milling Sale Earnings	1,245,248	800,000	900,000	0
444010	Private Contributions	715	0	0	0
452020	Recoveries & Refunds	4,490,825	5,623,055	3,506,475	5,013,350
452030	Miscellaneous Revenue	883,561	16,048,636	811,307	908,906
Total Miscellaneous/Other		**8,213,835**	**23,403,171**	**8,989,517**	**6,739,716**
Other Resources					
434235	Sale of Capital Assets	0	0	200,000	1,000,000
434240	Sale of Capital Assets-Land/Streets	6,478,992	36,050,000	13,417,918	12,550,000
434245	Sale of Capital Assets - Vehicles	68,955	0	0	0
434520	Pension Obligation Bond Proceeds	20,000,000	0	0	0
490020	Transfer from Special Revenue Fund	3,101,655	7,500,000	10,100,000	2,189,600
490030	Transfer from Debt Service Fund	0	0	812,497	0
490060	Transfer from Civic Center	7,976,291	486,294	468,262	10,472,463
490070	Transfer from Capital Project Fund	14,881,294	0	431,577	0
490080	Other Operating Transfers In	0	250,000	250,000	17,361,500
490110	Transfer from Grant	4,199,088	13,500,000	10,070,000	0
490120	Transfer from Component Unit	0	0	0	12,339,000
490140	Transfer from Parking Management	8,500,000	7,000,000	8,259,000	9,117,371
Total Other Resources		**65,206,275**	**64,786,294**	**44,009,254**	**65,029,934**
Grand Total:		**1,847,353,403**	**1,841,776,090**	**1,830,863,367**	**1,827,995,238**

GENERAL FUND EXPENDITURE/OTHER USES SUMMARY

General Fund Expenditures and other uses make up the largest portion of the City's FY2012 Budget. These expenditures and other uses are funded by revenues and other sources from property and sales taxes, franchise fees, licenses and permits, charge for services, grants, miscellaneous and other sources. (For a detailed explanation, see the General Fund Resources Summary).

FY2012 General Fund expenditures and other uses are allocated among twenty-four (24) departments and five (5) functional areas, the functional areas include Public Safety, Development and Maintenance Services, Human and Cultural Services, Administrative Services, and General Government. The following graph illustrates the allocation of these expenditures and other uses.

GENERAL FUND EXPENDITURES/OTHER USES
FY2012 BUDGET



Total=$1,827,997,595

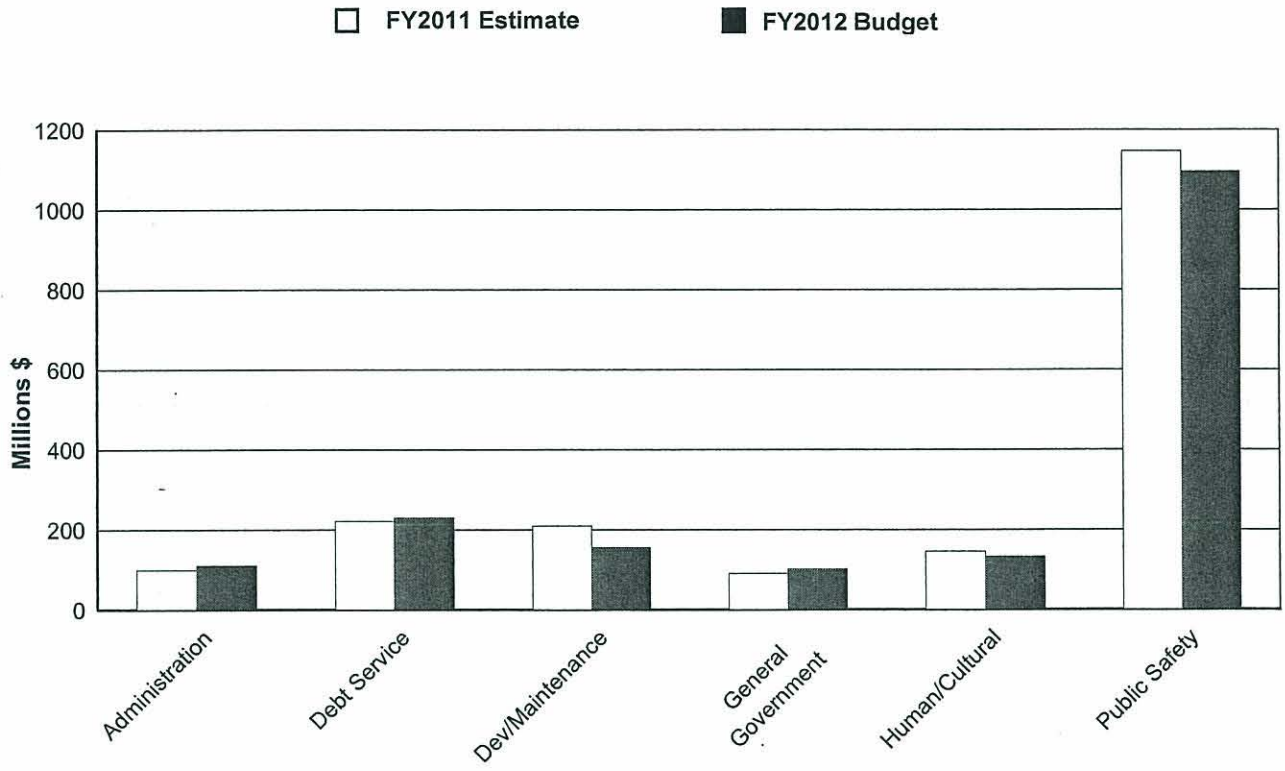
OVERVIEW

The largest single category of expenditures and other uses in FY2012 is Public Safety with 59.90 percent of the total, followed by Debt Service, Development and Maintenance Services, Human and Cultural Services, Administrative Services and General Government with 12.57, 8.55, 7.29, 6.09 and 5.60 percent, respectively.

The City will continue to comply with federally mandated regulations resulting from the Americans with Disabilities Act (ADA), rules governing underground storage tanks and the discharge of storm water. The City is subject to increased costs for some contractual services, garbage disposal services, as well as increase for Fire staffing, health benefits and classified compensation.

The following graph compares the FY2011 Estimate and FY2012 Budget by functional category. Please refer to the tables at the end of this section for comparisons among departments.

General Fund Expenditures/Other Uses
FY2011 Estimate vs. FY2012 Budget



The FY2011 Estimate for General Fund expenditures/other uses totals $1,913.6 million with the FY2012 Budget decreasing by $85.6 million to $1,828.0 million.

The following section provides highlights of FY2012 General Fund expenditures/other uses by functional category and department.

Public Safety

The Public Safety functional category includes the departments of Fire, Houston Emergency Center, Municipal Courts and Police.

- The Fire Department's FY2012 Budget provides: 1) annualized classified pay raises; 2) restructuring of the tele-health nurse program; 3) funding for three new cadet classes.
- The Houston Emergency Center (HEC) Department will continue its mission of providing the citizens of Houston with the most efficient, accurate, and professional service when processing their life-threatening calls.
- Municipal Courts budget provides for the continuance of the civil adjudications court process that began late FY2011. The FY2012 budget also includes the implementation of the court system management and resource technology (CSMART).
- The Police Department's FY2012 Budget includes funding to meet the department's short term goals of enhancing safety throughout the city, improving public satisfaction, ensuring the department's accountability to the public and maintaining and increasing productivity. It also includes funding for two new cadet classes.

Development and Maintenance Services

The Development and Maintenance Services functional category includes the General Services, Planning and Development, Public Works and Engineering, and Solid Waste Management Departments.

- The General Services Department (GSD) continues to provide best practices in managing facilities, design, construction, security and resource conservation in core civic buildings to optimize the life of City buildings. This budget also includes expansion of facility management for Houston Permitting Center, Parking Management facility, Health Lab at Holcombe and the Fondren Police Station.
- The Planning and Development Department continues development of an enterprise geospatial system for the City's Geographic Information System (EGIS) that will improve efficiency and effectiveness of Planning and Development as well as other City departments. The budget also includes funding to develop a multi-mobility plan, and the Integrated Land Management System (ILMS) to better monitor development projects and provide improved public information.
- The Public Works and Engineering Department's FY2012 Budget only includes the division of real estate management. As a result of Proposition 1, the City's initiative to rebuild the drainage and street infrastructure for better mobility of residents will be recognized in the newly created Dedicated Drainage and Street Renewal Fund.
- The Solid Waste Management Department's core mission provides the citizens of Houston with cost-effective, environmentally sound and safe solid waste management services. In FY2012, the budget calls for expanding automated curbside recycling citywide, re-routing heavy trash to gain efficiencies and savings, and partnering with the Houston Apartment Association and private haulers to pilot multi-family dwellings to increase diversion and preserve valuable landfill airspace for future generations of Houstonians.

Human and Cultural Services

The Human and Cultural Services functional category includes the departments of Convention and Entertainment Facilities, Health and Human Services, Housing & Community Development, Library and Parks and Recreation.

- The Health and Human Services Department budget includes reducing costs by streamlining administrative functions before cutting programs, restructuring the organizations to maximize managerial and supervisory capacity, improving the public health infrastructure, and improving disease identification and control.

- The Housing & Community Development Department supports two citywide initiatives: 1) land assemblage redevelopment authority; and 2) the Houston Hope Program. Housing will provide financial inducement to encourage economic development and service the elderly, individuals and families with special needs, and the physically challenged.

- The Houston Public Library (HPL) Department FY2012 budget is focused toward programs for youth and adults in school support, literacy advancement, technology access and instruction and workforce development. The budget also includes funding to ensure design criteria meet Americans with Disabilities Act compliance for all facilities.

- The Parks and Recreation Department continues to offer great summer programs to City's youth including but not limited to: free swimming, the basics of tennis and golf, baseball, football, basketball leagues, and nature trips to Lake Houston Wilderness Park. The funding also provides continued adaptive sports and recreation activities offered for children and adults with disabilities at the Metropolitan Multi-Service Center.

Administrative Services

The Administrative Services functional category includes the departments of Administration and Regulatory Affairs, Office of Business Opportunity, City Council, City Secretary, Office of the City Controller, Finance, Human Resources, Information Technology, Legal, and Office of the Mayor.

- The Controller's Office continues to protect the financial integrity of Houston's City government. In FY2012 the department will continue ensuring accurate and timely reporting on the City's current financial condition, assessing the City's future financial condition, and certifying to City Council that funds are available for all appropriations. The department will also continue to maintain internal audit coverage and manage the investment portfolio.

- The Finance Department continues to emphasize strategic financial planning and performance reporting while maximizing the effective and efficient use of public funds. The FY2012 budget includes funding to execute the directives and policies of the Administration and City Council, create the new Accounts Receivable Collection group, and consolidate CIP's services and reports into Public Finance.

- Administration and Regulatory Affairs serves the citizens by providing support through sound management of the City's financial activities. The department focuses on ensuring policies and procedures are compliant. The FY2012 budget includes funding to complete the implementation of KRONOS Time and Attendance system, as well as, transform 3-1-1 Service Helpline division to a voice IVR/technology platform to increase citizen engagement.

- The Information Technology Department continues to improve the organization of information technology throughout the City by leveraging emerging technologies, reducing cost, limiting growth in the workforce and improving services to citizens and employees. The FY2012 budget includes funding for: 1) the initial phase of public service users of the new radio system; 2) upgrading the 3-1-1 System to next generation technology; 3) continued implementation of Next Generation Record's Management Technology; 4) initial implementation for an effective Disaster Recovery Plan over the next three years.

- The Legal Department continues the provision of core legal services, bond issue representation, preparation of ordinances and resolutions, utility regulation, and revenue collection. The FY2012 budget will focus on enhancing coordination of legal services related to neighborhood preservation, contract services as it relates to redistricting, and continue to pursue collection of debts owed to the City.

General Government

General Government expenditures/other uses include costs shared citywide, where costs cannot be attributable to any single department. The FY2012 Budget includes funding for limited purpose annexation sales tax payments, civilian retiree health benefit costs, and claims and judgments.

General Fund Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	270,413,309	264,597,211	262,320,176	**206,722,898**
500020	Salary Base Pay - Classified	509,245,793	520,777,273	524,907,615	**522,404,481**
500030	Salary Part Time - Civilian	5,527,072	4,117,875	3,859,408	**3,284,243**
500040	Salary Assignment Pay - Classified	6,876,712	6,738,586	6,563,942	**6,508,415**
500050	Sal-Edu/Incen-Classfd	15,238,301	15,529,604	15,553,046	**15,723,161**
500060	Overtime - Civilian	6,424,341	6,245,126	5,990,010	**3,616,932**
500070	Overtime - Classified	31,518,683	30,479,156	29,689,784	**25,396,225**
500090	Premium Pay - Civilian	1,049,675	1,072,772	1,027,348	**757,583**
500100	Premium Pay - Classified	(84)	0	0	**0**
500110	Bilingual Pay - Civilian	643,166	654,644	635,148	**486,767**
500120	Bilingual Pay - Classified	2,847,797	2,910,286	2,957,234	**2,975,000**
500130	Equipment Allowance-Classified	10,620,279	10,897,194	10,600,000	**10,607,920**
500150	Shift Differential Pay-Classified	4,554,266	4,738,105	4,538,105	**4,733,525**
500160	Training Incent.-Classified	31,007,944	31,705,717	31,281,005	**31,173,894**
500170	Weekend Prem Pay-Classified	3,858,477	4,194,883	3,800,000	**3,928,694**
500180	Temporary Employees	1,172,621	1,527,770	1,553,820	**747,906**
500190	Temporary Higher Class Pay	2,756,563	2,611,632	2,800,980	**2,662,983**
500200	Residency Incentive Payment	274,549	205,000	205,000	**0**
500210	Pay for Performance-Municipal	176,267	519,543	273,486	**203,341**
501020	Clothing Allowance - Classified	1,242,200	1,270,000	1,300,100	**1,064,451**
501040	Earned Leave - Classified	1,151,132	1,151,050	1,301,902	**1,301,902**
501050	Employee Awards	10,385	11,700	12,200	**9,200**
501070	Pension - Civilian	40,016,515	39,682,284	40,255,720	**37,213,032**
501080	Pension - Fire	74,298,831	76,762,442	76,502,522	**61,757,614**
501090	Pension - Police	72,668,617	77,666,370	77,566,370	**65,545,428**
501100	Phase Down Classified	9,298,561	10,982,298	9,623,469	**9,970,976**
501110	Strategic Staffing-Classified	683,672	1,000,000	800,000	**1,000,000**
501120	Termination Pay - Civilian	4,147,885	2,897,018	3,793,428	**7,666,799**
501130	Termination Pay - Classified	11,515,481	12,565,233	12,565,233	**6,908,582**
501140	Third Party Disability B-Classified	3,089,856	3,109,381	3,508,517	**3,351,434**
501150	Trainees for Classified Service - Cadets	4,182,621	3,519,106	3,554,327	**3,084,457**
501160	Vehicle Allowance - Civilian	221,361	237,288	235,674	**212,800**
501170	Vehicle Allowance - Classified	202,300	220,000	220,000	**220,000**
502010	FICA - Civilian	21,359,789	21,276,860	20,757,670	**16,535,738**
502020	FICA - Classified	6,390,585	6,643,031	6,650,725	**6,760,170**
503010	Health Ins-Act Civilian	39,752,535	39,609,965	39,836,116	**33,623,168**
503015	Basic Life Insurance - Active Civilian	157,925	162,381	160,185	**122,775**
503020	Health Ins.Act-Classified	78,775,804	81,094,847	80,670,351	**91,354,989**
503025	Basic Life Insurance - Active Classified	305,902	323,294	321,810	**329,264**
503040	Health/Life Ins.Ret-Classified	28,680,662	25,286,191	25,626,643	**15,498,843**
503050	Health/Life Insurance - Retiree Civilian	18,902,506	16,818,547	16,824,550	**9,415,728**
503060	Long Term Disability-Civilian	516,046	538,509	528,878	**396,455**
503061	Long Term Disability-Classified	250,438	332,537	254,925	**323,114**
503070	Municipal Pension-Other Classified	361,352	422,994	300,000	**422,994**
503080	Workers Compensation-Classified-Admin	1,751,751	2,067,890	2,059,987	**1,882,452**
503090	Workers Compensation-Civilian-Admin	1,270,075	1,486,697	1,504,600	**1,067,052**
503100	Workers Compensation-Civilian-Claim	2,488,030	2,703,984	2,152,042	**1,973,389**
503110	Workers Compensation-Classified-Claim	8,778,896	8,869,147	9,223,445	**9,050,805**
504020	Compensation Contingency	(5,626)	6,964	4,062	**598,392**
504030	Unemployment Claims - Administration	634,492	233,841	677,742	**5,933,365**
504040	Res For Police Enhanc.-Classified	1,669,825	100,000	50,000	**100,000**

General Fund Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
504060	Health Benefits-Fire	0	650,000	700,000	**700,000**
Total Personnel Services		**1,338,976,135**	**1,349,224,226**	**1,348,099,300**	**1,237,329,336**
511010	Chemical Gases & Special Fluids	853,358	797,315	713,647	**323,914**
511015	Cleaning & Sanitary Supplies	1,065,452	918,913	934,029	**781,442**
511020	Construction Materials	8,929,004	9,326,483	10,206,977	**339,680**
511025	Electrical Hardware & Parts	2,067,859	1,773,537	1,908,966	**851,821**
511030	Mechanical Hardware & Parts	177,194	195,443	172,025	**151,905**
511035	Meters Hydrants & Plumbing Supplies	106,808	139,781	146,790	**135,089**
511040	Audiovisual Supplies	221,646	310,714	294,659	**462,313**
511045	Computer Supplies	1,170,868	1,167,941	1,121,461	**1,003,138**
511050	Paper & Printing Supplies	637,530	712,006	675,807	**572,841**
511055	Publications & Printed Materials	427,994	420,255	402,409	**376,419**
511060	Postage	627,614	687,324	598,727	**621,276**
511070	Miscellaneous Office Supplies	1,880,568	1,475,118	1,380,360	**1,349,693**
511075	Library Circulation Supplies	49,864	40,120	40,120	**30,120**
511080	General Laboratory Supplies	454,323	619,556	623,325	**426,211**
511085	Drugs & Medical Chemicals	1,017,935	944,020	904,532	**893,910**
511090	Medical & Surgical Supplies	1,562,207	1,122,528	1,394,640	**1,411,360**
511095	Small Technical & Scientific Equipment	150,771	358,518	301,712	**298,403**
511100	Veterinary & Animal Supplies	448,672	85,000	85,000	**85,000**
511105	Trained Police Animals	165	10,000	10,000	**10,000**
511110	Fuel	18,076,488	18,422,028	18,301,659	**22,273,353**
511115	Vehicle Repair & Maintenance Supplies	8,048,367	7,865,327	8,387,704	**362,726**
511120	Clothing	2,665,040	2,916,820	2,802,328	**2,138,062**
511125	Food Supplies	199,908	325,088	188,926	**267,284**
511130	Weapons Munitions & Supplies	218,801	413,000	308,000	**310,000**
511135	Recreational Supplies	190,427	175,764	178,352	**158,520**
511140	Landscaping & Gardening Supplies	121,320	152,308	184,808	**142,500**
511145	Small Tools & Minor Equipment	683,612	805,856	703,283	**511,401**
511150	Miscellaneous Parts & Supplies	3,428,635	2,143,999	2,147,175	**1,679,530**
511160	Protective Gear	260,766	272,152	457,944	**559,140**
511164	Breathing Apparatus Repair Supplies	0	0	0	**290,462**
511165	Fire Fighting Equipment	247,701	499,768	365,187	**342,708**
Total Supplies		**55,990,897**	**55,096,682**	**55,940,552**	**39,160,221**
520100	Temporary Personnel Services	6,030,933	1,555,013	1,429,470	**842,665**
520101	Janitorial Services	3,631,519	4,023,805	3,942,235	**2,832,186**
520102	Security Services	5,598,697	5,182,978	5,237,638	**4,083,407**
520103	Subrecipient Contract Services	1,723,595	1,419,193	1,353,894	**425,683**
520105	Accounting & Auditing Services	2,946,613	3,373,792	3,274,151	**3,167,061**
520106	Architectural Services	12,747	0	0	**0**
520107	Computer Info/Contr	4,759,829	4,250,752	4,501,559	**4,361,391**
520108	Information Resource Services	489,008	490,517	495,637	**497,513**
520109	Medical Dental & Laboratory Services	1,517,653	1,372,163	1,340,385	**1,303,965**
520110	Management Consulting Services	6,373,371	5,925,149	6,146,516	**6,087,685**
520111	Real Estate Services	211,720	481,301	281,575	**204,875**
520112	Banking Services	133,732	279,862	229,862	**279,100**
520113	Photographic Services	(635)	1,150	900	**900**
520114	Miscellaneous Support Services	6,027,209	5,238,883	5,190,699	**4,042,552**
520115	Real Estate Lease/Office Rental	7,413,457	7,615,897	7,613,390	**7,626,982**
520116	Parking Services Contract	50,853	65,700	67,252	**60,952**

General Fund Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520118	Refuse Disposal	16,983,002	13,225,633	13,168,307	**14,125,958**
520119	Computer Equipment/Software Maintenance	974,049	1,346,932	1,282,407	**1,009,498**
520120	Communications Equipment Services	81,275	87,081	121,183	**65,478**
520121	IT Application Svcs	2,274,340	2,124,925	2,103,685	**1,914,669**
520122	Office Equipment Services	1,089	28,106	135,302	**27,468**
520123	Vehicle & Motor Equipment Services	6,217,148	6,564,228	6,367,429	**1,155,570**
520124	Other Equipment Services	1,150,320	1,211,621	1,196,878	**548,849**
520125	Demolition Services	95,938	0	0	**0**
520126	Construction Site Work Services	338,719	63,192	60,210	**24,789**
520127	Structural Construction Work Services	0	7,500	7,500	**7,500**
520128	Other Construction Work Services	1,023,314	0	0	**12,000**
520132	Contracts/Sponsorships	3,555,432	3,598,232	3,582,646	**3,564,232**
520133	Private Investigative Services	18,823	49,277	35,632	**0**
520136	Billing & Collection Services	1,066,768	1,100,000	1,100,000	**1,135,000**
520138	Zoo Contract	8,316,876	8,485,100	8,485,100	**8,591,552**
520139	Motor Pool Charges	3,414	6,100	6,100	**4,900**
520141	Engineering Services	60,482	94,805	103,591	**5,000**
520142	Classified C.S. Arbitration Cost	48,130	99,000	99,000	**99,000**
520143	Credit/Bank Card Services	360	0	0	**0**
520144	Limited Purpose Annexation Payment	29,124,997	31,500,000	31,500,000	**36,300,000**
520145	Criminal Intelligence Services	25,240	1,580	1,819	**1,625**
520146	Contract Instructor Sports	124,665	98,490	98,486	**85,500**
520152	Telemetry Services	2,338,976	2,171,832	2,171,832	**2,171,832**
520153	Protective Gear Cleaning Services	923,006	1,040,000	840,000	**1,020,720**
520157	Computer Software Maintenance Services	55,767	74,852	225,076	**42,200**
520158	Computer Equipment Maintenance Services	0	11,985	11,985	**11,985**
520159	Non-Sub-Recipient Grant Contract	21,311	276,000	220,000	**172,000**
520162	Baylor College of Medicine Psy Svcs	6,183	105,000	105,000	**0**
520510	Mail/Delivery Services	12,323	35,324	31,914	**502,536**
520515	Print Shop Services	272,291	296,721	248,735	**197,089**
520520	Printing & Reproduction Services	402,124	458,307	436,503	**318,198**
520605	Advertising Services	398,630	533,527	466,478	**602,029**
520705	Insurance Fees	1,988,670	2,072,306	2,078,305	**2,633,855**
520710	State/Federal Inspection Fees	4,869	10,551	10,451	**22,240**
520725	Assessments - Other Governments	282,005	398,488	398,488	**284,809**
520730	Tax Appraisal Fees	7,890,117	7,890,117	7,890,117	**7,890,117**
520740	Document Recording/Filing Fees	10,005	35,100	38,962	**35,100**
520745	Third Party Collection Fees	0	100	100	**0**
520750	Elections	2,532,652	1,100,000	1,100,000	**3,000,000**
520755	Contingency	4,200	5,659,089	5,547,366	**4,539,221**
520760	Contributions	0	0	200	**11,773,000**
520765	Membership & Professional Fees	1,124,891	1,101,281	1,083,565	**1,443,383**
520805	Education & Training	974,742	1,427,068	1,043,507	**650,676**
520806	Paramedic/EMT Continuing Edu	0	0	0	**90,000**
520807	Initial/Recert EMS Training	0	0	0	**221,980**
520810	Human Relations Training	79,550	50,000	50,000	**45,711**
520815	Tuition Reimbursement	798,302	857,243	745,513	**829,270**
520905	Travel - Training Related	444,184	519,373	380,974	**381,794**
520910	Travel - Non-Training Related	344,081	494,845	438,313	**367,312**
521210	Long Term Compensated Absence Expense	1,415	0	0	**0**
521305	Indirect Cost Recovery Payment	0	0	12,528	**0**

General Fund Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521310	Small Diff. -GR/IR	0	0	2,600	**0**
521405	Building Maintenance Services	6,727,698	6,706,532	6,998,296	**7,441,850**
521410	Sewer Services	2,386,220	1,600,656	1,586,357	**1,488,859**
521415	Land and Grounds Maintenance	1,268,018	762,302	706,573	**784,762**
521420	Infrastructure Maintenance Service	2,821,713	2,165,970	2,165,970	**0**
521430	Katrina Support Services	6	0	0	**0**
521435	Water Services	11,871	8,100	8,100	**16,600**
521440	Steam/Chilled Water Services	768,442	700,000	700,000	**500,000**
521505	Electricity	54,533,717	52,533,657	52,542,201	**51,961,197**
521510	Natural Gas	1,133,213	972,098	972,098	**967,963**
521605	Data Services	1,107,356	2,061,091	2,117,634	**2,717,476**
521610	Voice Services	9,528,011	8,802,994	8,749,149	**8,572,689**
521615	Radio Communications	0	3,000	3,000	**0**
521620	Voice Equipment	710,236	690,003	773,850	**338,036**
521625	Voice Labor	402,448	558,521	547,423	**360,056**
521630	GIS Revolving Fund Services	0	1,182,151	1,182,151	**1,120,072**
521705	Vehicle/Equipment Rental/Lease	88,876	117,160	109,572	**56,850**
521715	Office Equipment Rental	846,495	721,722	736,592	**663,317**
521720	Computer Equipment Rental	22,050	26,000	26,000	**26,000**
521725	Other Rental	982,401	1,153,539	1,285,680	**1,294,108**
521730	Parking Space Rental	764,299	1,107,607	1,177,043	**1,211,421**
521905	Legal Services	3,118,536	2,679,300	2,698,213	**1,699,611**
521910	Legal Svcs - Crt Report	844	700	700	**19,500**
521915	Legal Svcs - Atty Fee	(30,039)	0	0	**0**
521935	Legal Svcs -Claims	1,000	0	0	**0**
521950	Legal Svcs -Doc Rec	140	0	0	**0**
522205	Metro Commuter Passes	758,949	720,000	720,000	**720,000**
522305	Freight Charges	41,063	23,550	22,079	**17,106**
522410	Cashier Shortages	454	200	420	**300**
522415	Banking Over/Short	0	300	300	**0**
522420	Petty Cash/Change Special Fund	1,564	1,200	1,500	**1,500**
522430	Miscellaneous Other Services & Charges	4,270,693	3,635,650	3,605,317	**3,723,249**
522431	EMS Equipment Maint	0	0	0	**102,470**
522432	Life Safety Equipment Maintenance	0	0	0	**514,388**
522435	Interest Charges Past Due Accounts	211	243	274	**0**
522620	Claims & Judgments	8,070,850	7,500,000	7,500,000	**10,562,583**
522710	Interfund Utility Cut Repairs	0	500	500	**500**
522720	Interfund Payroll Services	0	0	0	**1,200**
522721	Interfund HR Client Services	0	1,810,243	2,320,807	**5,436,160**
522722	KRONOS Service Chargeback	0	0	0	**559,072**
522723	Drainage Fee Service Chargeback	0	0	0	**1,870,949**
522735	Interfund Communication Equipment Repair	271,539	282,110	279,660	**125,340**
522760	Interfund Billing & Collection Service	4,435	11,760	11,760	**12,260**
522775	Interfund Utility Services	614,529	614,529	614,529	**0**
522780	Interfund Photo Copy Services	949,105	993,401	976,655	**981,400**
522790	Interfund Inventory Adjustments	0	13,100	13,600	**13,100**
522795	Other Interfund Services	1,065,279	767,961	918,372	**825,284**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**1,184,531**
522845	Interfund Vehicle Services	0	0	0	**31,328,207**
Total Other Services and Charges		**242,557,198**	**238,514,916**	**238,211,325**	**282,962,528**
560120	Capital Exp-Building and Bldg Improvement	131,566	0	7,820	**0**

General Fund Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
560210	Furniture Fixtures and Equipment	90,798	49,888	30,218	**0**
560220	Vehicles	43,933	6,897	0	**0**
560230	Computer HW and Developed SW	44,932	0	0	**0**
560240	Communication Equipment	13,722	0	0	**0**
Total Equipment		**324,951**	**56,785**	**38,038**	**0**
551010	Non-Capital Office Furniture & Equipment	420,573	151,290	268,693	**0**
551015	Non-Capital Computer Equipment	224,506	87,281	63,844	**0**
551020	Non-Capital Communication Equipment	9,358	2,860	2,860	**0**
551025	Non-Capital Scientific/Medical Equipment	7,502	9,600	9,700	**0**
551030	Non-Capital Machinery & Equipment	31,488	10,000	10,000	**0**
551035	Non-Capital Library books	6,110,177	5,587,073	5,587,073	**4,686,500**
551040	Non-Capital Other	886,449	687,791	561,816	**140,000**
551045	Non-Capital Vehicles/Rolling Stock	0	0	5,500	**0**
Total Non-Capital Equipment		**7,690,053**	**6,535,895**	**6,509,486**	**4,826,500**
531085	Other Interest	877,591	1,000,000	1,000,000	**3,645,000**
531145	Transfers for Interest	42,812	0	0	**0**
532005	Transfers to General Fund	508,410	1,818,619	1,818,619	**1,818,700**
532015	Transfers to Convention & Entertainment	1,258,611	506,316	506,316	**426,632**
532020	Transfers to Capital Projects	0	1,905,479	1,905,479	**2,939,162**
532025	Transfers to Special Revenues	11,576,745	23,301,678	23,751,678	**23,296,260**
532030	Transfers to Trans Debt Service	615,081	0	0	**0**
532050	Trans to PIB Bonds Debt Service	228,020,000	212,838,000	212,838,000	**220,200,000**
532055	Transfers to Certification of Obligation	12,000,000	8,000,000	8,000,000	**9,500,000**
532100	Trans to CUS Operating	0	1,896,250	1,896,250	**0**
532120	Transfer to Fleet/Eq	15,948,830	13,075,964	13,085,091	**1,893,256**
Total Debt Service and Other Uses		**270,848,080**	**264,342,306**	**264,801,433**	**263,719,010**
Grand Total Expenditures		**1,916,387,314**	**1,913,770,810**	**1,913,600,134**	**1,827,997,595**

Totals do not include interfund eliminations

PUBLIC SAFETY DEPARTMENTS

Fire III-2

Houston Emergency Center III-16

Municipal Courts III-20

Police General III-30

Police Crime Lab III-48

FIRE DEPARTMENT

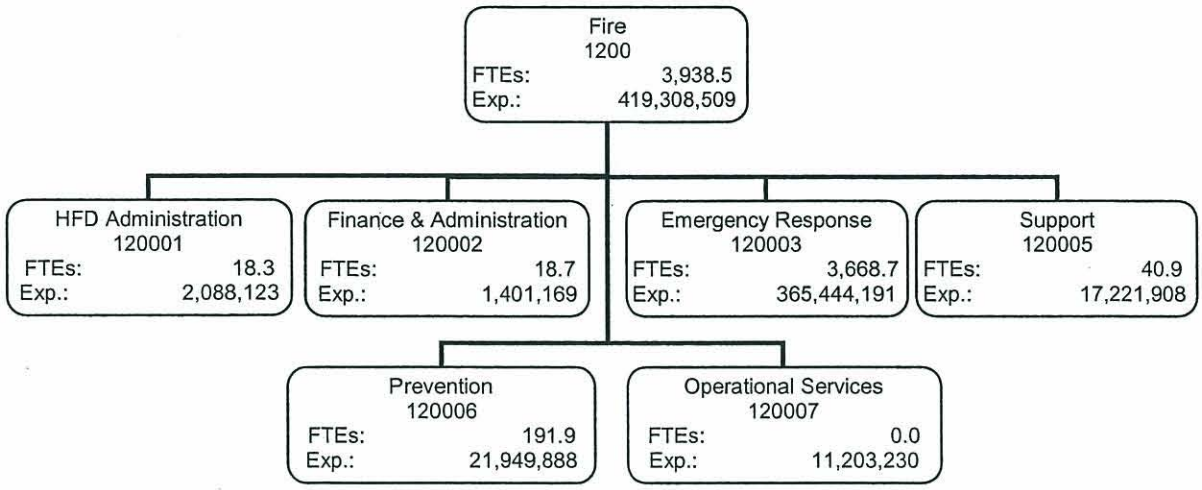
Department Description and Mission

The Fire Department's primary mission is to protect the lives and property of the citizens of Houston. This is accomplished through the delivery of emergency medical services, fire suppression operations and fire prevention through inspections and public education. Additionally, through the special operations division, the Fire Department provides emergency response services for hazardous materials, technical rescue, aircraft fire fighting and rescue incidents at our airports.

The mission of the department is achieved through three operating commands: Emergency Response, Support, and Prevention, which are supported by the Finance and Administration command.

The Houston Fire Department is the largest fire department in the United States to possess a class 1 rating from the Insurance Service Organization (ISO) and is the world's largest fire department to receive accreditation from the Commission on Fire Service International.

Department Organization



Business Area Budget Summary

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus. Area No. : 1000 / 1200

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	408,614,961	421,173,067	421,222,193	**390,075,865**
	Supplies	11,690,870	11,605,930	11,712,587	**9,393,667**
	Other Services and Charges	10,510,059	11,389,554	11,233,771	**19,838,977**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	7,297	19,680	19,680	**0**
	Total M & O Expenditures	430,823,187	444,188,231	444,188,231	**419,308,509**
	Debt Service & Other Uses	5,029,211	4,623,999	4,623,999	**0**
	Total Expenditures	435,852,398	448,812,230	448,812,230	**419,308,509**
Revenues		46,698,140	48,029,800	50,722,260	**56,522,864**
Staffing	Full-Time Equivalents - Civilian	243.3	216.2	222.8	**117.6**
	Full-Time Equivalents - Classified	3,940.0	3,867.3	3,866.1	**3,796.9**
	Full-Time Equivalents - Cadets	28.5	43.8	43.8	**24.0**
	Total	4,211.8	4,127.3	4,132.7	**3,938.5**
	Full-Time Equivalents - Overtime	239.7	247.8	247.2	**195.8**

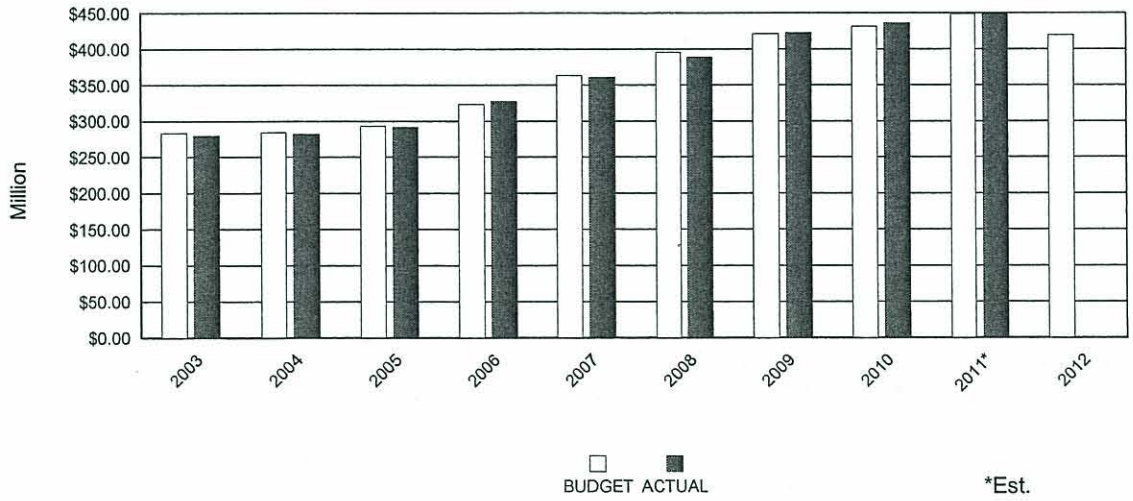
Significant Budget Changes and Highlights

o Annualized cost of classified pay increases received January 2011 (FY2011).

o Restructuring of the telehealth nurse program.

o Three new cadet classes of 40 cadets per class.

Fire Department
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus Area No. : 1000 / 1200

Name: HFD Administration -- 120001

Mission: The Houston Fire Department is a professional organization continually seeking opportunities to serve our community through fire prevention, emergency operations, patient care, and excellent customer service. Provide direction and leadership to all areas of the Houston Fire Department.

Goal: Analyze departmental operations for policy development and evaluation.
Investigate violations of department, city, state and federal laws and regulations by HFD classified personnel.
Provide detailed information to personnel on grievance process, and close all complaints within 180 days.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Analyze Operations	monthly	monthly	**monthly**
Close Incidents / 180 days	180	180	**180**

Name: Finance & Administration -- 120002

Mission: To serve the Houston Fire Department by providing expert and professional accounting and budgeting support to all commands within the Fire Department.

Goal: Provide accounting and budgeting support to all commands of the Houston Fire Department, maintaining appropriate financial controls and management.
Monitor and comply with City of Houston (COH) best practices for account payables procedures.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Financial Reporting	monthly	monthly	**monthly**
Pay Vendors per COH terms	100%	100%	**100%**
Monitor Contract Spending	monthly	monthly	**monthly**

Name: Emergency Response -- 120003

Mission: To save lives and property by providing the very best fire protection and the highest quality of pre-hospital care 24 hours a day, 365 days a year.

Goal: Respond to all emergency calls with a high level of efficiency and preparedness. Manage all emergency services to ensure the safety of all citizens and firefighters.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Unit Hour Utilization	36.00%	42.00%	**42.00%**
Fire Vehicle Responses	194,700	181,071	**200,000**
EMS Vehicle Responses	352,538	327,860	**350,000**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus Area No. : 1000 / 1200

Name: Support -- 120005

Mission: Provide the necessary Emergency Medical Services (EMS) and Fire supplies, services and equipment to enable members of the Houston Fire Department to respond to the citizens of Houston and ensure that the safety and welfare of our Firefighters are constantly maintained.

Goal: Increase efficiency and maintain adequate invetory by performing one inventory cycle count annually. Comply with National Fire Protective Association standards and provide four gear cleaning cycles.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Warehouse Inventory Count	2	1	**1**
Gear Cleaning Cycles	4	4	**4**

Name: Prevention -- 120006

Mission: Provide both emergency and staff services in support of the Houston Fire Department and the citizens of Houston. The Command organizes, supports, and coordinates the activities of Life Safety Bureau, Fire Investigation, Planning Administration, and Public Affairs.

Goal: Ensure the operational effectiveness of the special operations units. Provide an active program of inspections to assure compliance with the fire code. Investigate fires of suspicious origin.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Total Arson Investigations	2,530	1,400	**1,450**
Arson Fires Cleared	15.7%	15.0%	**16.5%**
Inspections (New & Repeat)	73,213	68,000	**68,000**
Rescue Responses	1,678	1,620	**2,000**
Haz Mat Responses	1,613	1,650	**2,000**

Name: Operational Services -- 120007

Mission: The Central Services Command serves the Houston Fire Department by maintaining and controlling the cost of essential supplies and services including fuel, equipment rental and leases, and telephone and communication lines.

Goal: Provide continuous efficient support to the department by maintaining the costs of essential supplies and services at reasonable levels.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Division Summary

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus Area No. : 1000 / 1200

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HFD Administration 120001						
Provide administration and direction for all aspects of the Houston Fire Department (HFD) including legal service, finance and administration, operations, logistics, and planning and homeland security.	9.9	1,142,925	5.3	888,073	**18.3**	**2,088,123**
Finance & Administration 120002						
Provide administration and direction to the Houston Fire Department (HFD) including accounting and finance.	23.7	1,699,532	24.4	1,696,612	**18.7**	**1,401,169**
Emergency Response 120003						
Provides continuous firefighting and first responder emergency medical services, responds to harzardous materials and aircraft rescue incidents, provides immediate treatment to those in need of urgent medical care, and prepare new recruits to be entry level firefighters.	3,788.8	372,233,373	3,736.8	387,399,055	**3,668.7**	**365,444,191**
Support 120005						
Provide administration and direction for all aspects of the Houston Fire Department (HFD) related to Warehouse Operations, Apparatus Design, Building Services, Fleet Operations and Information Technology Operations. This division also supports the Classified Testing Book Committee and Family Support Network.	148.8	19,289,643	133.7	18,407,193	**40.9**	**17,221,908**
Prevention 120006						
Manage Fire Investigation, Life Safety Bureau, Planning Administration, Public Affairs, and the classified recruiting program. Enforce the Houston Fire Code through fire safety inspection and fire investigation.	240.6	28,221,135	232.5	26,216,042	**191.9**	**21,949,888**
Operational Services 120007						
Provides the department with essential supplies and services including fuel, miscellaneous parts and supplies, office equipment rental and leases, and telephone and communication lines.	0.0	13,265,790	0.0	14,205,255	**0.0**	**11,203,230**

Division Summary

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus Area No. : 1000 / 1200

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
120001	HFD Administration						
	Civilian	4.6		2.8		**7.7**	
	Classified	5.3		2.5		**10.6**	
	Cadets	0.0		0.0		**0.0**	
	Total	9.9	1,142,925	5.3	888,073	**18.3**	**2,088,123**
120002	Finance & Administration						
	Civilian	23.7		24.4		**18.7**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	23.7	1,699,532	24.4	1,696,612	**18.7**	**1,401,169**
120003	Emergency Response						
	Civilian	39.7		37.6		**42.0**	
	Classified	3,720.6		3,655.4		**3,602.7**	
	Cadets	28.5		43.8		**24.0**	
	Total	3,788.8	372,233,373	3,736.8	387,399,055	**3,668.7**	**365,444,191**
120005	Support						
	Civilian	136.3		124.4		**32.2**	
	Classified	12.5		9.3		**8.7**	
	Cadets	0.0		0.0		**0.0**	
	Total	148.8	19,289,643	133.7	18,407,193	**40.9**	**17,221,908**
120006	Prevention						
	Civilian	39.0		33.6		**17.0**	
	Classified	201.6		198.9		**174.9**	
	Cadets	0.0		0.0		**0.0**	
	Total	240.6	28,221,135	232.5	26,216,042	**191.9**	**21,949,888**
120007	Operational Services						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	0.0	13,265,790	0.0	14,205,255	**0.0**	**11,203,230**
	Grand Total						
	Civilian	243.3		222.8		**117.6**	
	Classified	3,940.0		3,866.1		**3,796.9**	
	Cadets	28.5		43.8		**24.0**	
	Grand Total	4,211.8	435,852,398	4,132.7	448,812,230	**3,938.5**	**419,308,509**

Business Area Roster Summary

Fund Name : **General Fund**
Business Area Name : **Fire Department**
Fund No./Bus Area No. : **1000 / 1200**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT SUPERVISOR	24	1.0	0.0	(1.0)
ADMINISTRATION MANAGER	26	4.0	2.0	(2.0)
ADMINISTRATIVE AIDE	10	3.0	3.0	
ADMINISTRATIVE ASSISTANT	17	12.0	11.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	5.0	5.0	
ADMINISTRATIVE COORDINATOR	24	4.0	2.0	(2.0)
ADMINISTRATIVE SPECIALIST	20	5.0	4.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	4.0	2.0	(2.0)
ARSON INVESTIGATOR	FE08	1.0	1.0	
ASSISTANT ARSON INVESTIGATOR	FE07	5.0	4.0	(1.0)
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	1.0	(1.0)
ASSISTANT EMS PHYSICIAN DIRECTOR	33	1.9	2.0	0.1
ASSISTANT FIRE CHIEF	FD09	7.0	7.0	
ASSISTANT FIRE MARSHAL	FE08	1.0	0.0	(1.0)
ASSISTANT SHOP MANAGER	20	3.0	0.0	(3.0)
ASSISTANT SUPERINTENDENT	20	2.0	1.0	(1.0)
ASSOCIATE EMS PHYSICIAN DIRECTOR	35	1.0	1.0	
BUYER	16	1.0	1.0	
CAPTAIN	FD05	420.0	421.0	1.0
CHIEF COMMUNICATIONS OFFICER	FF07	8.0	7.0	(1.0)
CHIEF INSPECTOR	FE07	7.0	6.0	(1.0)
COMMUNICATIONS CAPTAIN	FF05	36.0	47.0	11.0
COMMUNICATIONS SENIOR CAPTAIN	FF06	15.0	16.0	1.0
CUSTOMER SERVICE REP. I	13	2.0	2.0	
CUSTOMER SERVICE REP. II	15	8.8	8.0	(0.8)
CUSTOMER SERVICE REP. III	16	4.0	1.0	(3.0)
CUSTOMER SERVICE SUPERVISOR	18	1.0	1.0	
DEPUTY CHIEF	FD08	7.0	6.0	(1.0)
DEPUTY CHIEF-COMM. OFFICER	FF08	1.0	1.0	
DEPUTY DIRECTOR (EXE LEV)	34	1.0	1.0	
DISTRICT CHIEF	FD07	99.0	100.0	1.0
DIVISION MANAGER	29	5.0	2.0	(3.0)
EMS EDUCATOR COORDINATOR	24	3.0	3.0	
EMS PHYSICIAN DIRECTOR,MD	37	1.0	1.0	
ENGINEER/OPERATOR	FD04	1,019.0	1,043.0	24.0
EQUIPMENT OPERATOR I	8	3.0	0.0	(3.0)
EXECUTIVE ASSISTANT FIRE CHIEF	FD10	2.0	3.0	1.0
EXECUTIVE OFFICE ASSISTANT	15	3.0	2.0	(1.0)
FINANCIAL ANALYST III	21	2.0	2.0	
FINANCIAL ANALYST IV	25	1.0	0.0	(1.0)
FIRE ADMINISTRATOR (EXE LEV)	30	1.0	0.0	(1.0)
FIRE CHIEF	37	1.0	1.0	
FIRE FIGHTER	FD03	1,813.2	1,793.0	(20.2)
FIRE FIGHTER TRAINEE	10	43.8	24.0	(19.8)
FIRE FIGHTER,PROBATIONARY	FD02	196.8	154.0	(42.8)
FORENSIC PHOTOGRAPHER	14	1.0	1.0	
GRAPHIC DESIGNER	17	1.0	1.0	

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus Area No. : 1000 / 1200

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
HUMAN RESOURCES ASSISTANT	13	4.0	0.0	(4.0)
HUMAN RESOURCES MANAGER	27	2.0	2.0	
HUMAN RESOURCES SPECIALIST	17	4.0	1.0	(3.0)
HUMAN RESOURCES SUPERVISOR	24	1.0	0.0	(1.0)
HUMAN RESOURCES TECHNICIAN	12	2.0	0.0	(2.0)
INSPECTOR	FE05	96.0	95.0	(1.0)
INVENTORY MANAGEMENT CLERK	9	5.0	1.0	(4.0)
INVENTORY MANAGEMENT SUPERVISOR	17	4.0	3.0	(1.0)
INVESTIGATOR	FE05	55.0	0.0	(55.0)
INVESTIGATOR-FIRE	FE05	0.0	53.0	53.0
IT PROJECT MANAGER	28	1.0	1.0	
MAINTENANCE MECHANIC II	12	1.0	0.0	(1.0)
MAINTENANCE MECHANIC III	14	4.0	4.0	
MANAGEMENT ANALYST III	21	2.0	0.0	(2.0)
MANAGEMENT ANALYST IV	25	4.0	4.0	
MASTER MECHANIC	FG07	1.0	1.0	
MECHANIC HELPER	5	1.0	0.0	(1.0)
MECHANIC I	11	3.0	0.0	(3.0)
MECHANIC II	15	7.0	0.0	(7.0)
MECHANIC III	19	29.0	0.0	(29.0)
MICROCOMPUTER ANALYST	20	1.0	0.0	(1.0)
OFFICE ASSISTANT	9	4.0	4.0	
OFFICE SUPERVISOR	17	2.0	2.0	
PROCUREMENT SPECIALIST	24	3.0	3.0	
PROGRAMMER ANALYST IV	25	2.0	2.0	
PROJECT MANAGER	24	1.0	0.0	(1.0)
RECEPTIONIST	7	3.0	3.0	
REGULATORY COMPLIANCE COORDINATOR	17	1.0	1.0	
REGULATORY SUPERVISOR	20	2.0	1.0	(1.0)
SEMI-SKILLED LABORER	6	3.0	0.0	(3.0)
SENIOR AUDITOR	21	1.0	1.0	
SENIOR CAPTAIN	FD06	177.0	179.0	2.0
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	
SENIOR CONTRACT COMPLIANCE OFFICER	18	1.0	1.0	
SENIOR FIXED ASSET SPECIALIST	17	1.0	1.0	
SENIOR GRAPHIC DESIGNER	21	1.0	1.0	
SENIOR HUMAN RESOURCES SPECIALIST	21	6.0	0.0	(6.0)
SENIOR INSPECTOR	FE06	16.0	13.0	(3.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	20.0	14.0	(6.0)
SENIOR INVESTIGATOR	FE06	9.0	8.0	(1.0)
SENIOR MICROCOMPUTER ANALYST	23	1.0	1.0	
SENIOR OFFICE ASSISTANT	12	2.0	2.0	
SENIOR PROCUREMENT SPECIALIST	27	2.0	1.0	(1.0)
SENIOR REGULATORY INVESTIGATOR	14	5.0	0.0	(5.0)
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	0.0	(1.0)
SENIOR SUPERINTENDENT	27	1.0	0.0	(1.0)
SENIOR TELECOMMUNICATIONS SPECIALIST	21	0.7	1.0	0.3
SHOP MANAGER	23	6.0	0.0	(6.0)

Business Area Roster Summary

Fund Name : **General Fund**
Business Area Name : **Fire Department**
Fund No./Bus Area No. : **1000 / 1200**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SHOP SUPERVISOR	FG06	1.0	1.0	
STAFF ANALYST	26	1.3	2.0	0.7
STAFF PSYCHOLOGIST	27	0.0	1.0	1.0
SYSTEMS CONSULTANT	26	1.0	1.0	
TELECOMMUNICATIONS SPECIALIST	18	1.0	1.0	
TRAINING ADMINISTRATOR	24	1.0	0.0	(1.0)
Total FTEs		**4,274.5**	**4,105.0**	**(169.5)**
Less adjustment for Civilian Vacancy Factor		**4.8**	**4.4**	**(0.4)**
Less adjustment for Classified Vacancy Factor		**142.4**	**162.1**	**19.7**
Full-Time Equivalents		**4,127.3**	**3,938.5**	**(188.8)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus Area No. : 1000 / 1200

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1200020004	**HFD-Permits and Revenues**			
421180	Special Fire Permits	4,779,980	4,655,734	**5,000,000**
421210	Fire Alarm Permits	229,930	299,542	**288,205**
421630	Administrative Fee - Licenses & Permits	0	108,905	**209,820**
426330	Miscellaneous Copies Fees	1,020	200	**420**
428050	False Alarm Penalties	903,395	813,000	**1,038,905**
428080	Returned Check Charges	985	470	**480**
452030	Miscellaneous Revenue	136,710	58,700	**9,600**
Total	**HFD-Permits and Revenues**	**6,052,020**	**5,936,551**	**6,547,430**
1200030001	**HFD-Fire Suppression**			
426350	Fire Fighting Services	477,020	600,000	**618,015**
1200030003	**HFD-EMS Administration**			
426030	Ambulance Fees	21,753,000	24,840,000	**27,442,000**
1200030006	**HFD-Fleet Management**			
424130	Interfund Vehicle Repair	219,615	250,604	**0**
434210	Sale of Scrap Oil & Tires	4,520	6,000	**0**
Total	**HFD-Fleet Management**	**224,135**	**256,604**	**0**
1200040001	**HFD-Life Safety Bureau**			
421490	Plan Review Fees	0	0	**2,500,000**
452020	Recoveries & Refunds	2,372,785	2,000,000	**2,020,000**
Total	**HFD-Life Safety Bureau**	**2,372,785**	**2,000,000**	**4,520,000**
1200040002	**HFD-Fire Investigation**			
426340	Public Safety Reports Fees	14,405	5,330	**5,435**
1200050003	**HFD-Information Technology**			
424030	Intfd Computer Dev	0	819	**0**
1200050005	**HFD-Dispatch & Records Operations**			
426340	Public Safety Reports Fees	116,555	83,390	**85,055**
1200060002	**HFD-Hazardous Materials Team**			
426010	Hazardous Materials Response	84,450	45,000	**56,100**
426020	Hazardous Materials Permit	34,600	37,450	**35,500**
Total	**HFD-Hazardous Materials Team**	**119,050**	**82,450**	**91,600**
1200060003	**HFD-Airport Operations (AARF)**			
424050	Interfund Fire Protection Services	16,642,455	16,642,455	**17,145,594**
1200070001	**HFD-Operational Services**			
424120	Interfund Vehicle Fuel	133,355	139,861	**0**
445050	Cell Tower Revenue	125,020	134,800	**67,735**
Total	**HFD-Operational Services**	**258,375**	**274,661**	**67,735**
Total	**Fire Department**	**48,029,800**	**50,722,260**	**56,522,864**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus. Area No. : 1000 / 1200

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	10,947,059	10,206,915	10,479,900	**6,074,912**
500020	Salary Base Pay - Classified	218,160,885	226,303,730	226,213,801	**225,250,080**
500030	Salary Part Time - Civilian	118,629	118,118	122,967	**115,388**
500040	Salary Assignment Pay - Classified	6,084,263	6,048,030	5,947,245	**5,878,415**
500050	Sal-Edu/Incen-Classfd	5,136,251	5,074,920	5,129,203	**5,226,560**
500060	Overtime - Civilian	319,660	360,000	312,013	**37,397**
500070	Overtime - Classified	18,035,601	18,978,032	18,938,660	**17,107,325**
500090	Premium Pay - Civilian	15,237	17,750	19,507	**0**
500110	Bilingual Pay - Civilian	22,987	23,505	22,765	**16,325**
500120	Bilingual Pay - Classified	965,665	959,470	971,693	**965,000**
500130	Equipment Allowance-Classified	0	500	0	**0**
500190	Temporary Higher Class Pay	2,380,527	2,505,000	2,442,027	**2,604,030**
500200	Residency Incentive Payment	274,549	205,000	205,000	**0**
501020	Clothing Allowance - Classified	73,000	70,000	68,500	**66,500**
501040	Earned Leave - Classified	1,151,132	1,151,050	1,301,902	**1,301,902**
501070	Pension - Civilian	1,601,081	1,545,342	1,671,592	**1,096,419**
501080	Pension - Fire	74,298,831	76,762,442	76,502,522	**61,757,614**
501120	Termination Pay - Civilian	91,069	100,000	100,000	**105,900**
501130	Termination Pay - Classified	9,929,842	11,692,000	11,692,000	**5,808,582**
501150	Trainees for Classified Service - Cadets	869,773	1,355,734	1,340,521	**646,800**
501160	Vehicle Allowance - Civilian	5,247	4,200	9,170	**8,400**
502010	FICA - Civilian	883,898	901,600	935,000	**501,694**
502020	FICA - Classified	2,361,351	2,734,023	2,555,000	**2,786,797**
503010	Health Ins-Act Civilian	1,618,191	1,639,690	1,775,000	**1,142,774**
503015	Basic Life Insurance - Active Civilian	6,654	7,073	7,100	**3,737**
503020	Health Ins.Act-Classified	33,004,038	33,380,321	32,955,825	**37,226,165**
503025	Basic Life Insurance - Active Classified	128,990	133,314	131,830	**131,678**
503040	Health/Life Ins.Ret-Classified	15,462,767	13,409,548	13,750,000	**8,626,961**
503060	Long Term Disability-Civilian	21,984	24,068	23,200	**11,903**
503061	Long Term Disability-Classified	252,112	332,537	254,925	**323,114**
503080	Workers Compensation-Classified-Admin	711,035	845,606	825,825	**728,393**
503090	Workers Compensation-Civilian-Admin	51,627	61,708	62,500	**27,343**
503100	Workers Compensation-Civilian-Claim	112,897	314,800	115,000	**72,000**
503110	Workers Compensation-Classified-Claim	3,506,026	3,245,700	3,600,000	**3,600,000**
504030	Unemployment Claims - Administration	12,103	11,341	40,000	**125,757**
504060	Health Benefits-Fire	0	650,000	700,000	**700,000**
Total	**Personnel Services**	**408,614,961**	**421,173,067**	**421,222,193**	**390,075,865**
511010	Chemical Gases & Special Fluids	187,101	176,874	161,904	**148,214**
511015	Cleaning & Sanitary Supplies	443,140	316,190	298,250	**287,318**
511020	Construction Materials	35,004	18,419	22,788	**18,551**
511025	Electrical Hardware & Parts	437,964	366,417	349,356	**350,672**
511030	Mechanical Hardware & Parts	3,944	18,691	15,458	**2,669**
511035	Meters Hydrants & Plumbing Supplies	1,179	1,217	1,217	**8,389**
511040	Audiovisual Supplies	16,555	18,031	15,031	**169,860**
511045	Computer Supplies	136,834	136,535	106,220	**109,312**
511050	Paper & Printing Supplies	34,961	59,789	55,220	**53,333**
511055	Publications & Printed Materials	7,828	40,750	40,505	**27,871**
511060	Postage	23,976	30,344	30,244	**30,336**
511070	Miscellaneous Office Supplies	207,098	154,294	134,338	**129,989**
511075	Library Circulation Supplies	48	120	120	**120**
511080	General Laboratory Supplies	6,452	10,546	14,315	**7,001**
511085	Drugs & Medical Chemicals	503,882	456,338	435,777	**444,247**
511090	Medical & Surgical Supplies	1,314,909	898,403	1,129,173	**1,131,988**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus. Area No. : 1000 / 1200

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
511095	Small Technical & Scientific Equipment	103,842	107,804	87,172	**87,603**
511110	Fuel	3,696,661	4,109,848	4,109,648	**4,507,729**
511115	Vehicle Repair & Maintenance Supplies	2,064,599	2,345,759	2,331,120	**31,844**
511120	Clothing	1,110,904	898,207	898,207	**391,324**
511125	Food Supplies	11,227	18,234	16,450	**18,184**
511130	Weapons Munitions & Supplies	0	5,000	8,000	**2,000**
511145	Small Tools & Minor Equipment	190,231	173,980	157,455	**163,025**
511150	Miscellaneous Parts & Supplies	647,137	485,372	484,672	**80,278**
511160	Protective Gear	260,319	272,152	457,944	**558,640**
511164	Breathing Apparatus Repair Supplies	0	0	0	**290,462**
511165	Fire Fighting Equipment	245,075	486,616	352,003	**342,708**
Total	**Supplies**	**11,690,870**	**11,605,930**	**11,712,587**	**9,393,667**
520100	Temporary Personnel Services	14,299	11,533	5,583	**7,611**
520107	Computer Info/Contr	5,037	1,640	1,640	**4,600**
520109	Medical Dental & Laboratory Services	97,479	104,204	91,443	**85,522**
520110	Management Consulting Services	248,437	380,000	668,290	**0**
520114	Miscellaneous Support Services	1,365,294	1,408,297	1,415,247	**498,479**
520115	Real Estate Lease/Office Rental	4,320	0	0	**0**
520118	Refuse Disposal	32,007	42,375	42,375	**21,960**
520119	Computer Equipment/Software Maintenance	209,778	275,998	276,719	**257,129**
520120	Communications Equipment Services	44,656	0	0	**25,000**
520121	IT Application Svcs	219,631	65,202	65,202	**68,054**
520122	Office Equipment Services	0	1,800	3,450	**1,300**
520123	Vehicle & Motor Equipment Services	521,250	498,300	498,300	**141,600**
520124	Other Equipment Services	174,592	199,517	198,517	**23,717**
520132	Contracts/Sponsorships	57,785	65,000	49,414	**61,000**
520133	Private Investigative Services	18,823	49,277	35,632	**0**
520142	Classified C.S. Arbitration Cost	20,087	24,000	24,000	**24,000**
520152	Telemetry Services	2,338,976	2,171,832	2,171,832	**2,171,832**
520153	Protective Gear Cleaning Services	923,006	1,040,000	840,000	**1,020,720**
520162	Baylor College of Medicine Psy Svcs	6,183	105,000	105,000	**0**
520510	Mail/Delivery Services	13	420	120	**420**
520515	Print Shop Services	388	5,200	5,000	**3,680**
520520	Printing & Reproduction Services	11,963	32,526	30,529	**39,067**
520605	Advertising Services	86	5,300	2,360	**0**
520705	Insurance Fees	220,055	224,609	224,609	**272,581**
520710	State/Federal Inspection Fees	2,846	10,551	10,451	**22,240**
520725	Assessments - Other Governments	172,103	281,888	281,888	**167,609**
520745	Third Party Collection Fees	0	100	100	**0**
520765	Membership & Professional Fees	98,870	24,332	23,332	**21,229**
520805	Education & Training	415,653	467,652	306,045	**200,667**
520806	Paramedic/EMT Continuing Edu	0	0	0	**90,000**
520807	Initial/Recert EMS Training	0	0	0	**221,980**
520815	Tuition Reimbursement	13,873	12,193	12,193	**7,000**
520905	Travel - Training Related	24,374	49,971	37,743	**34,156**
520910	Travel - Non-Training Related	33,005	54,634	48,728	**43,412**
521405	Building Maintenance Services	14,077	9,240	9,240	**7,000**
521415	Land and Grounds Maintenance	3,689	20,838	20,838	**646**
521605	Data Services	147,890	209,373	209,373	**306,725**
521610	Voice Services	2,488,197	2,147,174	2,147,074	**2,187,907**
521620	Voice Equipment	25,792	58,387	52,965	**26,524**
521625	Voice Labor	5,603	22,300	20,677	**11,072**
521630	GIS Revolving Fund Services	0	162,233	162,233	**161,000**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Fire Department
Fund No./Bus. Area No. : 1000 / 1200

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521705	Vehicle/Equipment Rental/Lease	1,131	1,584	1,584	**0**
521715	Office Equipment Rental	119,119	118,000	118,000	**100,000**
521725	Other Rental	204,384	12,196	3,800	**5,800**
521730	Parking Space Rental	0	0	0	**3,000**
521915	Legal Svcs - Atty Fee	(30,139)	0	0	**0**
522305	Freight Charges	725	1,550	150	**2,400**
522430	Miscellaneous Other Services & Charges	234,601	227,227	225,977	**164,102**
522431	EMS Equipment Maint	0	0	0	**102,470**
522432	Life Safety Equipment Maintenance	0	0	0	**514,388**
522435	Interest Charges Past Due Accounts	121	243	260	**0**
522721	Interfund HR Client Services	0	785,858	785,858	**2,342,233**
522722	KRONOS Service Chargeback	0	0	0	**146,847**
522723	Drainage Fee Service Chargeback	0	0	0	**144,982**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**246,657**
522845	Interfund Vehicle Services	0	0	0	**7,828,659**
Total	**Other Services and Charges**	**10,510,059**	**11,389,554**	**11,233,771**	**19,838,977**
551010	Non-Capital Office Furniture & Equipment	3,725	9,680	9,680	**0**
551030	Non-Capital Machinery & Equipment	3,572	10,000	10,000	**0**
Total	**Non-Capital Equipment**	**7,297**	**19,680**	**19,680**	**0**
532120	Transfer to Fleet/Eq	5,029,211	4,623,999	4,623,999	**0**
Total	**Debt Service and Other Uses**	**5,029,211**	**4,623,999**	**4,623,999**	**0**
	Grand Total Expenditures	**435,852,398**	**448,812,230**	**448,812,230**	**419,308,509**


CITY OF HOUSTON
TEXAS

HOUSTON EMERGENCY CENTER

Department Description and Mission

The mission of the Houston Emergency Center (HEC) is to provide the citizens of Houston with the most efficient, accurate and professional service when processing their life-threatening calls. HEC in coordination with the Office of Emergency Management (OEM), protects life and property by operating the public safety communications' system and by coordinating and managing emergency situations. The Information Technology division is responsible for the administration, maintenance and operations of the police, Fire/EMS Computer Aided Dispatch system, radio system and Records Management Systems.

Business Area Budget Summary

Fund Name : General Fund
Business Area Name : Houston Emergency Center
Fund No./Bus. Area No. : 1000 / 1500

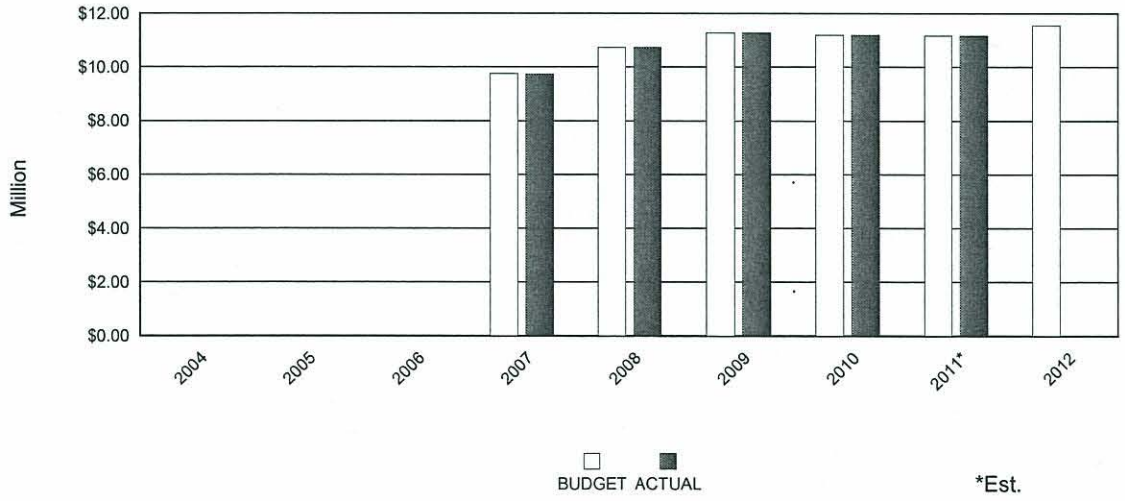
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	0	0	**0**
	Supplies	0	0	0	**0**
	Other Services and Charges	214	0	0	**0**
	Total M & O Expenditures	214	0	0	**0**
	Debt Service & Other Uses	11,193,160	11,171,344	11,171,344	**11,549,511**
	Total Expenditures	11,193,374	11,171,344	11,171,344	**11,549,511**
Revenues		0	0	0	**0**
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 The transfer supports the General Fund portion of Houston Emergency Center Special Fund (Fund 2205).

o FY2012 Budget includes the funding of $830,475 for OEM from Administration & Regulatory Affairs (ARA) Department.

Houston Emergency Center
Current Budget vs Actual Expenditures



Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Houston Emergency Center**
Fund No./Bus. Area No. : **1000 / 1500**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521610	Voice Services	214	0	0	**0**
Total	**Other Services and Charges**	**214**	**0**	**0**	**0**
532025	Transfers to Special Revenues	11,187,393	11,165,577	11,165,577	**11,549,511**
532120	Transfer to Fleet/Eq	5,767	5,767	5,767	**0**
Total	**Debt Service and Other Uses**	**11,193,160**	**11,171,344**	**11,171,344**	**11,549,511**
	Grand Total Expenditures	**11,193,374**	**11,171,344**	**11,171,344**	**11,549,511**


CITY OF HOUSTON
TEXAS

MUNICIPAL COURTS DEPARTMENT
Department Description and Mission

The mission of the Municipal Courts Department is to provide an accessible legal forum for individuals to have their court matters heard in a fair and efficient manner, while holding to a high standard of integrity, professionalism and customer service. It represents the City of Houston's third branch of government and provides a legal venue for individuals charged with jurisdictional violations of State law and/or City ordinance. The Houston Municipal Court system is the largest in Texas with well over one million cases filed annually.

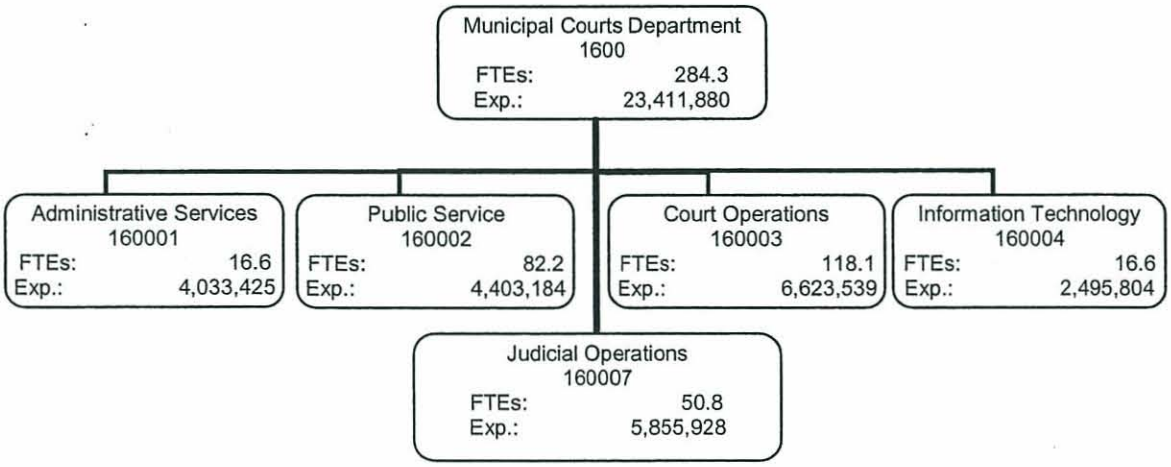
There are five divisions within the Municipal Courts Department: Administrative Services, Court Operations, Public Services, IT System Support, and Judicial Operations, which work together to provide the public with court services. The Department provides magistrate services to law enforcement, and oversees various special dockets including the Homeless Docket, Truancy Docket, Impact Docket, and the Civil Adjudication Court. Additionally, the Department manages the Juvenile Case Manager Fund and Program, the Building Security Fund and the Court Technology Fund. In partnership with ARA, the Adjudication Hearing Officers and court staff hold parking citation hearings Monday through Saturday at the central location.

The Department is compromised of a judicial staff of twenty-one full-time Judges, including the Presiding Judge, Associate Presiding Judge, and Administrative Judge, the Deputy Director / Clerk of Court, forty-six Associate judges, and two full-time and seven part-time Adjudication Hearing Officers. The Department is administratively supported by a Deputy Director, four Assistant Directors, and one Deputy Assistant Director who each oversee assigned administrative support staff.

Court operations include fourteen day courts and eight night courts. Full service courts include Central, Southeast Command (Courts 13 & 14), Westside Command (Court 18), and North Command (Court 20). These courts handle arraignments, jury trials, and trial by judge dockets as well as functioning as Annex courts handling off-docket matters. Jail arraignments and trials are held seven days per week at two court locations (Central and Southeast Command). There are currently eight jury courts that operate Monday through Friday, and one jury court that is held one day per week at the Westside court location.

Finally, the Department oversees Annex court operations at satellite locations including Kingwood and Clear Lake, each operating one day per week. The Annex Courts located at the Southeast, Westside and North Command court locations continue to operate Monday through Friday, while the Central location is open Monday through Saturday.

Department Organization



Business Area Budget Summary

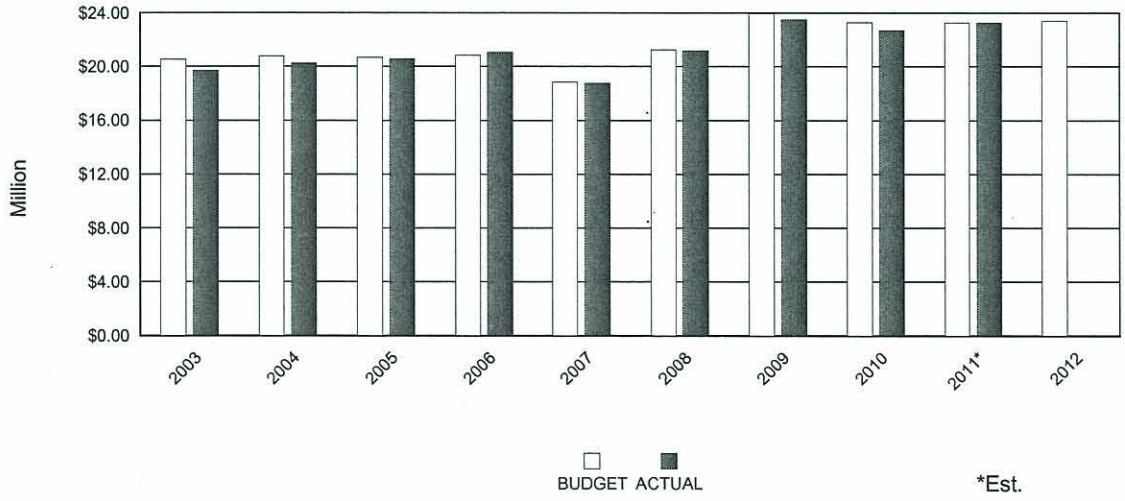
Fund Name : General Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 1000 / 1600

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	18,878,796	18,697,717	18,898,235	**19,002,304**
	Supplies	308,737	340,796	204,918	**237,600**
	Other Services and Charges	3,418,352	4,127,927	4,084,693	**4,033,100**
	Equipment	0	17,906	218	**0**
	Non-Capital Equipment	13,750	4,713	995	**0**
	Total M & O Expenditures	22,619,635	23,189,059	23,189,059	**23,273,004**
	Debt Service & Other Uses	76,966	76,966	76,966	**138,876**
	Total Expenditures	22,696,601	23,266,025	23,266,025	**23,411,880**
Revenues		38,232,754	36,747,016	36,112,936	**36,140,920**
Staffing	Full-Time Equivalents - Civilian	320.5	299.0	301.2	**284.3**
	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	320.5	299.0	301.2	**284.3**
	Full-Time Equivalents - Overtime	0.2	0.6	0.0	**0.0**

Significant Budget Changes and Highlights

- o FY2012 Budget includes no vacancies other than open appointed Judicial positions.
- o Current contracts have been reviewed, and some have been renegotiated to achieve savings for FY2012.
- o Continuation of the Civil Adjudication Court process that began in late FY2011.
- o Continuation of data cleansing effort in preparation for the implementation of Court System Managment and Resource Technology (CSMART) system in late FY2012.
- o Funding agreements with ARA for extended operations (Parking Adjudication).

Municipal Courts Department
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 1000 / 1600

Name: Administrative Services -- 160001

Mission: Effectively manage departmental resources, oversee all projects, programs and contract implementation. Present information to the Mayor's Office, City Council, et. al., on departmental initiatives and accomplishments. Ensure compliance with State laws and City Ordinances.

Goal:
* Provide annual skills-based training for staff.
* Track % increase rate of paid-to-filed violations.
* Respond to public information (PIO) requests within 10 days of request.
* Track cost per citation rate.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Annual Staff Training	4 hrs	4 hrs	**4 hrs**
Paid-to-Filed Increase %	2%	2%	**2%**
PIO Response Rate %	100%	100%	**100%**
Cost per Citation Rate	$16.86	$19.39	**<$17.50**

Name: Public Services -- 160002

Mission: To perform the administrative support activities required for the prompt enforcement of judicial rulings by conscientiously and with integrity collecting funds due to the City and the State, by promptly and correctly processing Court actions, and by accurately providing Court-related information with a high standard of customer service excellence.

Goal:
* Process payments within 24 hours of receipt.
* Process bonds/resets with 97% accuracy.
* Process court actions (DSC/Deferred Disposition) within 24hrs.
* QC review 400,000 transactions per year.
* Increase monthly OneCall Solution Center pre-collection revenues.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Payment Processing	100%	100%	**100%**
Bond/Reset Accuracy	100%	100%	**97%**
Court Action Processing	100%	100%	**100%**
Transaction Accuracy	98.4%	98%	**97%**
Pre-Collection Revenues	$55,700	$74,000	**$85,000**

Name: Court Operations -- 160003

Mission: To perform the administrative support functions required for the efficient operation of the judicial proceedings and due process adjudication of violations filed in the Municipal Courts of the City of Houston and ensure these activities are handled accurately, expeditiously and with a high standard of customer service excellence.

Goal:
* Prompt and accurate filing of cases within 72 hours of receipt.
* Prompt and accurate filing of complaints within 14 days of Court date.
* Prompt and accurate response to Warrant inquiries within 10 minutes.
* Generate complaints for non-trial cases in compliance with SB 410.
* Review cases filed to reduce number of "Defective Complaint" dismissals.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Case Filing 72 hrs	100%	100%	**100%**
Warrant Response 10 min.	100%	100%	**100%**
File Complaints 14 days	100%	100%	**100%**
SB410 Non-Trial Complaints	N/A	N/A	**100%**
Quality Assure Cases Filed	53%	53%	**50%**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 1000 / 1600

Name: Information Technology -- 160004

Mission: To support the court's case management system and other application programs, desktop and local area network equipment, and telecommunication equipment/services.

Goal:
* Audit accuracy/completeness of cases with electronic images.
* Track responses to customer service surveys.
* Track monthly volume of Heat Tickets.
* Track % of Heat Tickets resolved at point of initial contact.
* Control IT related expenditures (labor/parts) to less than $65 per work station.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Audit Case Accuracy	98%	98%	**95%**
User Survey Response	89.05%	97%	**85%**
Heat Ticket Volume	2,500	2,500	**2,500**
Heat Ticket Resolution	90.54%	80%	**75%**
IT Cost Control	N/A	$50	**<$65**

Name: MCD - Judicial Operations Group -- 160007

Mission: To provide an accesible legal forum for individuals to have their court matters heard in a fair and efficient manner.

Goal: (IN HOURS:MINUTES)
* Reduce officer wait time for trial appearances (Goal: <3:30).
* Reduce defendant wait time for jury trial appearances (Goal:<3:30).
* Reduce defendant wait time for trial by judge appearances (Goal: <0:40).
* Hold timely on-demand hearings for parking citations (Goal: <0:30).

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Officer Time in Court	3:26 hrs	2:15 hrs	**<3:30 hrs**
Defendant Time-Jury Trial	2:55 hrs	3:25 hrs	**<3:30 hrs**
Defendant Time-Court Trial	36 mins	28 mins	**<40 mins**
On-Demand Parking Hrgs	26 mins	25 mins	**<30 mins**

Division Summary

Fund Name : General Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 1000 / 1600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Administrative Services 160001						
The Administrative Services Division oversees facilities and safety, including Bailiffs and private security guards, financial services, human resources, mail services, public information, and training. This Division also administratively supports the Court Operations, Public Services, and IT System Support Divisions.	26.0	3,664,649	21.4	3,605,610	**16.6**	**4,033,425**
Public Services 160002						
Public Services Division (PSD) collects fines & fees and processes Court actions at the Central location and 5 satellites, as well as by mail, telephone, electronic/on-line and Kiosk payments. PSD prepares and sends Court notices and provides support for Parking Adjudication. PSD's One Call Solution Center contacts and collects on delinquent payments and provides notification of pending cases.	94.3	4,348,426	90.6	4,413,863	**82.2**	**4,403,184**
Court Operations 160003						
The Court Operations Division (COD) provides judicial support and maintains dockets. COD processes judicial orders and coordinates alternative sentencing. COD verifies warrants and completes booking of Class "C" prisoners, processes bond forfeitures, appeals, bankruptcies and expunctions, and is reponsible for maintaining records in compliance with State requirements for record retention.	133.4	6,782,592	125.2	6,888,679	**118.1**	**6,623,539**
Information Technology 160004						
IT System Support Division provides system administration for the Court's information system, application support, field services, data management, business analysis, and IT-related administrative support.	15.9	2,527,977	14.1	2,810,241	**16.6**	**2,495,804**
MCD - Judicial Operations Group 160007						
Includes FT/ Associate Judges, FT/PT Adjudication Hearing Officers, and administrative support staff. Oversees daily arraignments, jury trials, trials by Judge, jail arraignment and trials, property disposition hearings, and juvenile dockets. Provides magistrate services to law enforcement, and oversees special dockets: Impact, Homeless, Truancy, Civil Adjudication Ct, Juvenile Case Mgr Program.	50.9	5,372,957	49.9	5,547,632	**50.8**	**5,855,928**
Total	320.5	22,696,601	301.2	23,266,025	**284.3**	**23,411,880**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 1000 / 1600

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADJUDICATION HEARING OFFICER	27	3.2	2.5	(0.7)
ADMINISTRATION MANAGER	26	4.0	2.0	(2.0)
ADMINISTRATIVE AIDE	10	0.0	0.6	0.6
ADMINISTRATIVE ASSISTANT	17	6.0	7.0	1.0
ADMINISTRATIVE COORDINATOR	24	5.0	2.0	(3.0)
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	1.0	1.0	
ADMINISTRATIVE JUDGE OF MUNICIPAL COURTS	31	1.0	1.0	
ADMINISTRATIVE SPECIALIST	20	6.0	4.0	(2.0)
ADMINISTRATIVE SUPERVISOR	22	14.5	13.0	(1.5)
ASSISTANT CHIEF CLERK (EXE LEV)	32	1.0	0.0	(1.0)
ASSISTANT DIRECTOR (EXE LEV)	32	3.0	3.5	0.5
ASSOCIATE JUDGE OF MUNICIPAL COURTS	31	6.8	6.7	(0.1)
ASSOCIATE PRESIDING JUDGE OF MUNICIPAL COURTS	31	1.0	1.0	
CHIEF CLERK	34	1.0	0.0	(1.0)
COURT INTERPRETER	14	5.0	5.0	
COURT REPORTER	19	5.0	5.0	
CUSTOMER SERVICE REP. I	13	146.0	117.0	(29.0)
CUSTOMER SERVICE REP. II	15	54.0	46.0	(8.0)
CUSTOMER SERVICE REP. III	16	17.0	17.0	
CUSTOMER SERVICE SUPERVISOR	18	3.0	1.0	(2.0)
DATA CONTROL CLERK	8	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	0.0	1.0	1.0
DEPUTY DIRECTOR (EXE LEV)	34	0.0	2.0	2.0
DIVISION MANAGER	29	5.0	3.0	(2.0)
DIVISION MANAGER (EXE LEV)	29	1.0	1.0	
FINANCIAL ANALYST III	21	1.0	1.0	
FINANCIAL ANALYST IV	25	2.0	2.0	
HUMAN RESOURCES MANAGER	27	1.0	0.0	(1.0)
HUMAN RESOURCES SPECIALIST	17	2.0	0.0	(2.0)
IT PROJECT MANAGER	28	2.0	1.0	(1.0)
JUDGE OF MUNICIPAL COURTS	31	18.0	18.0	
LAN SPECIALIST	26	0.0	1.0	1.0
MUNICIPAL COURTS ADMINISTRATOR	17	1.0	1.0	
MUNICIPAL COURTS MANAGER	25	0.0	1.0	1.0
MUNICIPAL COURTS SUPERVISOR	18	2.0	0.0	(2.0)
PRESIDING JUDGE OF MUNICIPAL COURTS	35	1.0	1.0	
PROGRAMMER ANALYST I	16	1.4	2.0	0.6
PROGRAMMER ANALYST II	19	0.4	1.0	0.6
PROGRAMMER ANALYST III	22	2.0	1.0	(1.0)
PROGRAMMER ANALYST IV	25	1.4	1.0	(0.4)
SENIOR BUYER	22	1.0	0.0	(1.0)
SENIOR CLERK	8	2.0	0.0	(2.0)
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR INVENTORY MANAGEMENT CLERK	12	2.0	2.0	
SENIOR IS/IT HELP DESK COORDINATOR	14	1.0	0.0	(1.0)
SENIOR MICROCOMPUTER ANALYST	23	0.0	1.0	1.0
SENIOR STAFF ANALYST	28	1.0	0.0	(1.0)
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
SENIOR SUPERINTENDENT	27	1.0	1.0	
SENIOR TRAINER	21	1.0	0.0	(1.0)
STAFF ANALYST	26	1.0	1.0	
STUDENT INTERN II	10	0.7	0.0	(0.7)
SYSTEMS CONSULTANT	26	1.0	1.0	

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 1000 / 1600

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SYSTEMS SUPPORT ANALYST I	16	0.5	0.0	(0.5)
SYSTEMS SUPPORT ANALYST II	19	1.0	1.0	
SYSTEMS SUPPORT ANALYST III	22	1.0	1.0	
SYSTEMS SUPPORT ANALYST IV	25	0.7	2.0	1.3
TECHNICAL HARDWARE ANALYST I	17	1.0	2.0	1.0
TECHNICAL HARDWARE ANALYST II	21	1.0	0.0	(1.0)
TECHNICAL HARDWARE ANALYST III	23	1.0	1.0	
Total FTEs		**345.6**	**289.3**	**(56.3)**
Less adjustment for Civilian Vacancy Factor		**46.6**	**5.0**	**(41.6)**
Full-Time Equivalents		**299.0**	**284.3**	**(14.7)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 1000 / 1600

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1600010001	**MCD - Administrative Services**			
424030	Intfd Computer Dev	0	73,678	**60,000**
426330	Miscellaneous Copies Fees	13,390	11,714	**13,340**
426340	Public Safety Reports Fees	0	51	**0**
427010	Moving Violations	19,744,986	19,578,678	**19,593,870**
427030	MCTP Monthly Time Payment	715,776	704,894	**707,210**
427040	Non-Traffic Fines	2,804,579	2,824,303	**2,826,753**
427050	Failure to Appear Fines	2,350,159	2,313,343	**2,316,830**
427060	Scire Facias Forfeitures	1,183,560	1,037,898	**1,042,707**
427070	Bond Handling Fees	3,251	2,057	**2,067**
427100	Local Court Costs	624,496	596,512	**599,275**
427110	Driver Safety Administration Fees	1,486,212	1,303,280	**1,309,318**
427120	Cash Bond Forfeiture Fees	41,283	35	**47**
427130	Local Arrest Fees	1,568,743	1,558,804	**1,566,026**
427140	State Arrest Fees	2	3	**3**
427150	Towing Hearing Filing Fee	0	19,910	**0**
427160	Warrant Fees	400,905	259,089	**260,289**
427170	HPD Overtime Fee	89	10	**10**
427180	Capias Pro Fine	4,555	3,973	**3,991**
427200	Unclaimed Fines & Forfeitures	118	1,185	**1,590**
427210	Court Costs/Jury Costs	55	87	**87**
427220	Suspended Sentence Fees	4,531,728	4,500,185	**4,521,034**
427250	Registration Denial Fee	202,334	305,134	**306,548**
427260	Dismissal Fees	939,485	827,640	**831,474**
428080	Returned Check Charges	8,134	9,000	**8,895**
434510	Prior Year Revenue	0	(89)	**0**
452030	Miscellaneous Revenue	123,176	181,562	**169,556**
Total	**MCD - Administrative Services**	**36,747,016**	**36,112,936**	**36,140,920**
Total	**Municipal Courts Department**	**36,747,016**	**36,112,936**	**36,140,920**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 1000 / 1600

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	12,798,164	12,539,049	12,801,909	**12,624,227**
500030	Salary Part Time - Civilian	822,654	826,634	604,154	**631,352**
500060	Overtime - Civilian	18,922	30,300	2,019	**0**
500090	Premium Pay - Civilian	99,967	100,969	93,116	**110,014**
500110	Bilingual Pay - Civilian	68,062	94,136	68,961	**72,754**
500210	Pay for Performance-Municipal	0	69,804	0	**0**
501070	Pension - Civilian	1,950,042	1,887,851	2,000,406	**2,272,362**
501120	Termination Pay - Civilian	99,119	75,128	328,307	**64,691**
501130	Termination Pay - Classified	1,388	0	0	**0**
501160	Vehicle Allowance - Civilian	4,911	8,416	6,430	**4,200**
502010	FICA - Civilian	1,026,939	1,032,056	962,560	**1,022,013**
503010	Health Ins-Act Civilian	1,816,468	1,868,187	1,843,637	**2,000,059**
503015	Basic Life Insurance - Active Civilian	7,202	7,652	6,905	**7,470**
503060	Long Term Disability-Civilian	24,825	24,523	24,114	**23,507**
503090	Workers Compensation-Civilian-Admin	66,563	64,076	75,011	**56,914**
503100	Workers Compensation-Civilian-Claim	71,986	58,516	54,716	**58,791**
504030	Unemployment Claims - Administration	1,584	10,420	25,990	**53,950**
Total	**Personnel Services**	**18,878,796**	**18,697,717**	**18,898,235**	**19,002,304**
511025	Electrical Hardware & Parts	1,495	2,000	0	**0**
511040	Audiovisual Supplies	722	0	0	**0**
511045	Computer Supplies	51,992	53,400	34,947	**37,000**
511050	Paper & Printing Supplies	57,981	60,116	48,880	**56,500**
511055	Publications & Printed Materials	3,059	7,700	1,700	**1,800**
511060	Postage	123,250	134,250	70,891	**90,000**
511070	Miscellaneous Office Supplies	35,489	57,354	28,000	**38,500**
511110	Fuel	3,515	6,251	5,100	**6,100**
511120	Clothing	6,003	11,200	11,700	**3,000**
511125	Food Supplies	1,229	2,500	0	**0**
511145	Small Tools & Minor Equipment	8,275	0	0	**0**
511150	Miscellaneous Parts & Supplies	15,727	6,025	3,700	**4,700**
Total	**Supplies**	**308,737**	**340,796**	**204,918**	**237,600**
520100	Temporary Personnel Services	83,439	55,038	73,805	**0**
520102	Security Services	589,240	700,000	713,567	**629,372**
520105	Accounting & Auditing Services	45,500	0	0	**0**
520107	Computer Info/Contr	296,837	517,355	397,000	**350,000**
520108	Information Resource Services	8,945	5,000	1,700	**112,776**
520109	Medical Dental & Laboratory Services	1,183	1,368	1,168	**1,268**
520110	Management Consulting Services	6,680	0	0	**0**
520114	Miscellaneous Support Services	183,537	209,000	70,007	**243,647**
520115	Real Estate Lease/Office Rental	104,013	104,014	105,707	**105,707**
520119	Computer Equipment/Software Maintenance	152,625	108,054	162,341	**9,000**
520120	Communications Equipment Services	1,563	0	0	**0**
520121	IT Application Svcs	625,890	659,261	659,261	**655,754**
520122	Office Equipment Services	0	1,000	200	**200**
520123	Vehicle & Motor Equipment Services	3,575	7,600	8,050	**2,600**
520124	Other Equipment Services	175	0	0	**0**
520157	Computer Software Maintenance Services	0	65,880	189,576	**0**
520510	Mail/Delivery Services	188	1,756	506	**479,845**
520515	Print Shop Services	10,130	5,968	4,718	**4,700**
520520	Printing & Reproduction Services	162,357	100,843	130,143	**101,500**
520605	Advertising Services	619	1,800	1,800	**500**
520705	Insurance Fees	45,145	98,416	98,416	**59,189**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Municipal Courts Department**
Fund No./Bus. Area No. : **1000 / 1600**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520765	Membership & Professional Fees	12,196	18,945	11,375	**12,800**
520805	Education & Training	45,951	55,480	19,173	**22,000**
520905	Travel - Training Related	19,885	23,500	13,734	**17,000**
520910	Travel - Non-Training Related	1,149	8,430	2,100	**3,200**
521210	Long Term Compensated Absence Expense	1,415	0	0	**0**
521405	Building Maintenance Services	585	4,000	4,000	**2,000**
521410	Sewer Services	23,816	25,747	25,747	**25,747**
521430	Katrina Support Services	70	0	0	**0**
521505	Electricity	457,567	475,480	475,480	**302,968**
521510	Natural Gas	18,760	16,414	16,414	**16,958**
521605	Data Services	19,194	27,624	35,767	**40,801**
521610	Voice Services	206,302	181,590	185,129	**185,429**
521620	Voice Equipment	14,050	13,085	13,085	**11,415**
521625	Voice Labor	11,104	39,958	39,789	**20,852**
521630	GIS Revolving Fund Services	0	12,262	12,262	**12,168**
521715	Office Equipment Rental	76,798	59,966	77,448	**77,448**
521730	Parking Space Rental	60,048	73,100	61,221	**72,365**
521905	Legal Services	225	8,000	8,000	**8,000**
521910	Legal Svcs - Crt Report	0	0	0	**19,500**
522430	Miscellaneous Other Services & Charges	113,353	181,506	205,517	**184,884**
522721	Interfund HR Client Services	0	260,487	260,487	**229,080**
522722	KRONOS Service Chargeback	0	0	0	**12,427**
522795	Other Interfund Services	14,243	0	0	**0**
Total	**Other Services and Charges**	**3,418,352**	**4,127,927**	**4,084,693**	**4,033,100**
560210	Furniture Fixtures and Equipment	0	17,906	218	**0**
Total	**Equipment**	**0**	**17,906**	**218**	**0**
551010	Non-Capital Office Furniture & Equipment	13,421	4,713	995	**0**
551030	Non-Capital Machinery & Equipment	329	0	0	**0**
Total	**Non-Capital Equipment**	**13,750**	**4,713**	**995**	**0**
532020	Transfers to Capital Projects	0	0	0	**138,876**
532120	Transfer to Fleet/Eq	76,966	76,966	76,966	**0**
Total	**Debt Service and Other Uses**	**76,966**	**76,966**	**76,966**	**138,876**
	Grand Total Expenditures	**22,696,601**	**23,266,025**	**23,266,025**	**23,411,880**

POLICE DEPARTMENT
Department Description and Mission

The mission of the Houston Police Department is to enhance the quality of life in the City of Houston by working cooperatively with the public to prevent crime, enforce the laws, preserve the peace, and provide a safe environment.

The mission is obtained by upholding the following values:
- Preserve and Advance Democratic Values
- Improve the Quality of Community Life
- Improve the Quality of Work Life
- Demonstrate Professionalism

Department Short Term Goals

The major goals and short term objectives of the department are based on the current staffing of the department. Depending on the final approved budget, these goals may be modified downward to match the resources available.

Enhance Safety Throughout the City

1. Reduce the per capita violent crime rate by 3% and the property crime rate by 3% from the prior year.
2. Maintain response times to code 1 calls in the range of 5.5-4.5-3.5 minutes and code 2 calls in the range of 11-12 to 9-11 to 8-9 minutes.
3. Improve overall safety on major thoroughfares by increasing the number of DWI arrests by 5% over the previous year.
4. Increase the number of Part I crime related arrests over the prior five year average.
5. Obtain clearance rates that exceed the past 5 year average for murder, rape, aggravated assaults, burglary, robbery, and auto theft.

Improve Public Satisfaction

1. Hire 210 cadets, which will assist in offsetting the 200 officers expected to leave in FY2012 to partially meet attrition.
2. Maintain response times to code 3 calls in the range of 20-18-16 minutes.
3. Improve citizen satisfaction in all areas of the annual survey by exceeding the two year average.

Ensure the Department's Accountability to the Public

1. Maintain Crime Lab accreditation standards in FY2012 by satisfactorily passing independent inspections.
2. Develop and implement a plan to restructure the Identification Division's Latent Print Unit.
3. Continue the ISO 9001: 2008 process for Emergency Communications and the Property Room to ensure the most efficient and best practices are being utilized.
4. Exercise sound fiscal management in utilizing the funds provided by City Council.

Maintain/Increase Productivity

1. Continue the scheduled implementation of the record management system (RMS).
2. Respond more quickly to service requests from citizens by increasing the number of non-dispatched calls handled by Teleserve and the Patrol Desk by 5%.
3. Increase the number of Part I criminal investigations worked by 5%.

Department Long Term Goals

Make Houston the safest major city in America by working toward these long term goals and objectives:

Enhance Safety Throughout the City

1. Enhance the department's response and capabilities in homeland security matters and natural disasters.
2. Reduce crime through prevention with more citizen education and youth programs; establishing more community partnerships to achieve maximum benefits.
3. Develop and maintain programs to reduce crime and increase safety in multi-family communities with high incidents of criminal activity.
4. Improve mobility and reduce traffic injuries and deaths, as resources, manpower, and acquisition of technology allows.

Improve Public Satisfaction

1. Maintain a minimal staffing level of 2.4 Class A officers per 1,000 population.
2. Achieve a public satisfaction rating equal to or greater than the previous year in the major categories of the department's annual satisfaction survey.
3. Implement alternatives through new technologies, training, or partnerships to communicate and respond to those with special needs such as the mentally ill or the non-English speaking.
4. Develop and implement strategies to strengthen relationships between the community and the department.

Ensure the Department's Accountability to the Public

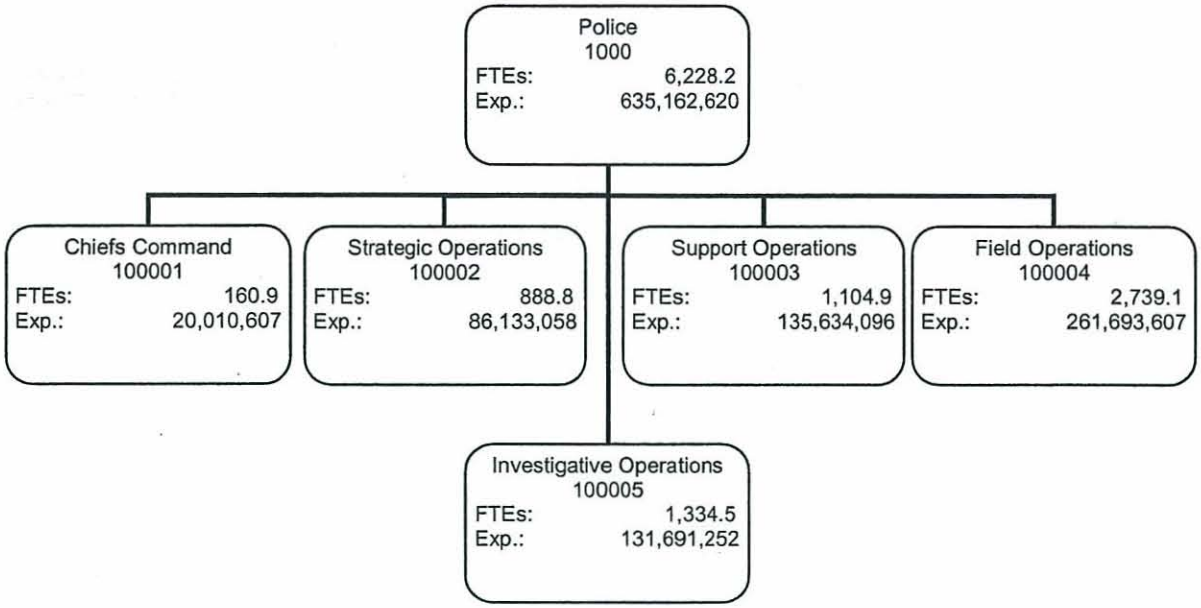
1. Improve the investigative follow-up with complainants and victims; especially at the conclusion of the investigation regarding the outcome and results.
2. Continue process improvements to achieve accreditation for the Identification Division.
3. Develop and implement a long term plan for processing, collecting and testing of evidence, which will include the use of robotics, other new technologies, and possibly a separate entity managing the testing responsibilities.
4. Maintain a state of the art Training Academy and up to date training curriculum to help assure the public that decisions and actions of officers are based on proper training and procedures.

Maintain/Increase Productivity

1. Utilize department personnel more effectively by merging the jail with the County and establishing diversion programs in the interim.
2. Resolve interoperability and outdated communication technology with a new radio system by the federally mandated date of 2012.
3. Complete the implementation of the records management system (RMS) by 2013.
4. Acquire technology such as air cards in all patrol vehicles, video surveillance cameras, and license plate readers to serve as a force multiplier, as financial resources allow.
5. Continue re-engineering processes such as the ISO certification and civilianization, as funding allows, to increase efficiencies and to use personnel more effectively.
6. Improve internal communications at all levels of the department.

Note: When a range of numbers is indicated (e.g. 5-4-3 years), it implies a minimum, target, and stretch measurement.

POLICE DEPARTMENT
Department Organization



Business Area Budget Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 1000 / 1000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	612,579,444	619,684,830	618,913,809	**595,230,455**
	Supplies	14,710,866	14,091,823	13,929,161	**12,788,393**
	Other Services and Charges	22,733,426	19,629,176	20,445,384	**27,003,772**
	Equipment	236,504	0	0	**0**
	Non-Capital Equipment	575,789	178,175	171,866	**140,000**
	Total M & O Expenditures	650,836,029	653,584,004	653,460,220	**635,162,620**
	Debt Service & Other Uses	6,403,630	4,283,662	4,733,662	**0**
	Total Expenditures	657,239,659	657,867,666	658,193,882	**635,162,620**
Revenues		24,039,592	23,836,664	23,841,211	**26,817,573**
Staffing	Full-Time Equivalents - Civilian	1,433.8	1,448.2	1,358.5	**1,104.4**
	Full-Time Equivalents - Classified	5,259.7	5,081.1	5,109.0	**5,041.1**
	Full-Time Equivalents - Cadets	135.0	35.0	81.0	**82.7**
	Total	6,828.5	6,564.3	6,548.5	**6,228.2**
	Full-Time Equivalents - Overtime	183.8	153.2	138.6	**110.2**

Significant Budget Changes and Highlights

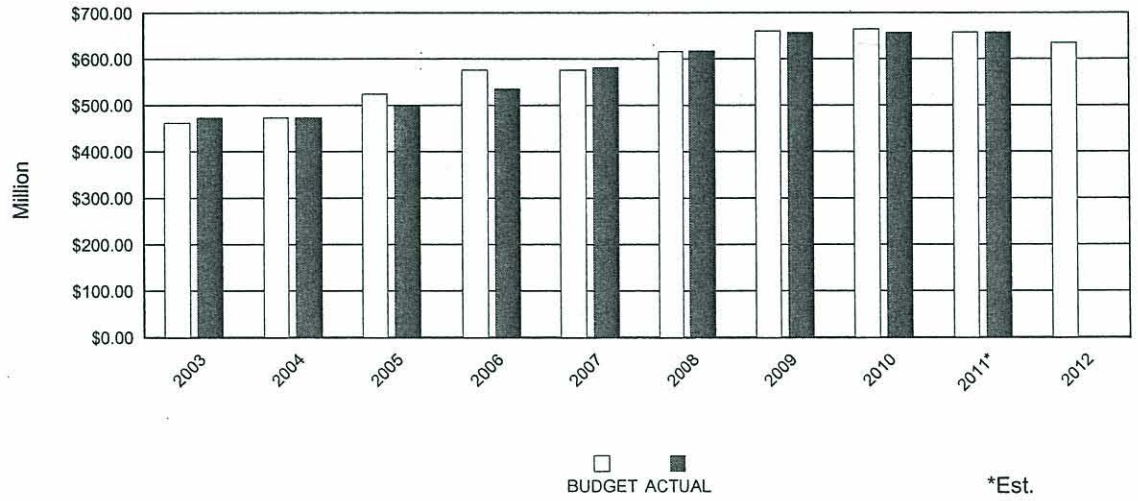
o Classified attrition of 200 with an offset of 210 new cadets graduating in FY12.

o Lay off of 154 civilian personnel.

o The budget includes a reduced classified pension contribution ($17,000,000) per agreement with the Houston Police Officers Pension System to prelude the need to layoff additional classified and civilian personnel.

o Transfer of Neighborhood Protection Corps to ARA Department.

Police Department
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Name: Chiefs Command -- 100001

Mission: Enhancement of public safety throughout the City of Houston through oversight. Coordination and facilitation of needs and service delivery as it relates to crime prevention, crime reductions and enforcement of laws.

Goal: Ensure that departmental operations are efficient and in compliance with applicable laws and statutes. Administer and coordinate financial reporting/activities. Facilitate the reporting of accurate information to the public.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Public & media activities	117,715	130,112	**130,112**
IAD cases reviewed	401	375	**375**
Financial/mgt reports	12	12	**12**

Name: Strategic Operations -- 100002

Mission: Provide planning, organizing, directing, coordinating, developing, and implementing management strategies that promote efficient and effective solutions to critical strategic issues; including internal investigations, professional development and training.

Goal: Hire and train replacement cadets for attrition. Maintain or increase in-service training hours for employees. Conduct/resolve IAD "class 1 & 2" and mediation cases. Conduct departmental and citywide employee investigations.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Cadet trainees (new)	142	140	**210**
Courses offered/hrs taught	2,120/33k	1,908/30k	**1,955/30k**
Mediation issues	152	160	**175**

Name: Support Operations -- 100003

Mission: Serve the community by providing the employees throughout the department with various types of resources inclusive of, but not limited to: emergency communications, forensic services, information assessments, detention and evidentiary support services, record keeping, human resource services, and technological support.

Goal: Increase Teleserve calls for service referrals by 10%. Increase AFIS scans by 3%. Process 136,000 prisoners.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Increase Teleserve CFS rpt	48,000	49,000	**50,000**
Persons AFIS processed	120,000	143,000	**150,000**
Prisoners processed	132,000	132,000	**136,000**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Name: Field Operations -- 100004

Mission: Enhance public safety and quality of life for all Houstonians by responding to calls-for-service and addressing issues of crime, disorder, traffic mobility, and crime prevention.

Goal: Respond to priority one calls in range of 3.5 to 5.5 min and priority two calls in range of 8 to 12 min. Assist in improving mobility for the citizens of Houston. Increase DWI arrests by 5%.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Priority 1 avg. resp. time	4.4 min	4.4min	**3.5-5.5 min**
Priority 2 avg. resp. time	8.7 min	8.4 min	**8-12 min**
Increase DWI arrests	8,127	7,920	**8,316**
Total dispatched calls	1.3M	1.5M	**1.5M-1.3M**

Name: Investigative Operations -- 100005

Mission: Conduct thorough and proper investigations in an effort to reduce the crime rate and work cooperatively with the public to prevent crime, enforce the law, preserve the peace, and provide a safe environment.

Goal: Seize narcotics valued at $275 million during the fiscal year. Maintain drug and vice related arrests/charges. Meet/exceed clearance rates for the following crimes: murder-72%, rape-40%, aggravated assault-45%, burglary-8%, auto theft-7%. Reduce Part I crimes by 10%.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Street value-drugs seized	$314.9M	$280M	**$290M**
Drug-related arrests	21,238	18,000	**19,000**
Vice arrest	3,337	3,150	**3,025**
Burglary/thefts	28k/38k	27k/36k	**27k/35k**

Division Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Chiefs Command 100001 Provide management and support to other commands. This command consists of groups such as the Chief's Office, Budget and Finance, Public Affairs, Legal Services, Night Command, and Neighborhood Protection.	162.3	17,690,022	159.0	17,345,331	**160.9**	**20,010,607**
Strategic Operations 100002 Responsible for hiring and training officers and civilian employees, personnel activities (record keeping, promotional actions, drug testing, personnel concerns, wellness, and psychological services). Investigates employee misconduct. Oversee Crime Analysis functions.	994.0	93,155,602	929.0	90,459,315	**888.8**	**86,133,058**
Support Operations 100003 Provide support to patrol and investigative activities. Divisions include Identification, Communications, Technology Services, Jail, Records Maintenance, Traffic, Special Ops and Tactical Support.	1,278.7	152,904,552	1,219.2	146,455,273	**1,104.9**	**135,634,096**
Field Operations 100004 Respond to calls for service, perform primary investigations, enforce traffic laws, provide assistance to citizens, target street level criminal activities, and maintain a high degree of police visibility for prevention and reduction of crime.	3,074.8	262,068,096	2,855.2	268,729,614	**2,739.1**	**261,693,607**
Investigative Operations 100005 Responsible for investigative operations of unique and special law enforcement areas. Areas include vice, criminal intelligence, narcotics, major offenders, robberies, auto theft, homicides, assaults, rapes, family violence, burglary/theft, and juvenile crimes.	1,318.7	131,421,387	1,386.1	135,204,349	**1,334.5**	**131,691,252**

Division Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100001	Chiefs Command						
	Civilian	118.6		111.5		**115.9**	
	Classified	43.7		47.5		**45.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	162.3	17,690,022	159.0	17,345,331	**160.9**	**20,010,607**
100002	Strategic Operations						
	Civilian	125.6		119.0		**85.0**	
	Classified	733.4		729.0		**721.1**	
	Cadets	135.0		81.0		**82.7**	
	Total	994.0	93,155,602	929.0	90,459,315	**888.8**	**86,133,058**
100003	Support Operations						
	Civilian	920.6		865.0		**735.5**	
	Classified	358.1		354.2		**369.4**	
	Cadets	0.0		0.0		**0.0**	
	Total	1,278.7	152,904,552	1,219.2	146,455,273	**1,104.9**	**135,634,096**
100004	Field Operations						
	Civilian	124.4		121.0		**51.0**	
	Classified	2,950.4		2,734.2		**2,688.1**	
	Cadets	0.0		0.0		**0.0**	
	Total	3,074.8	262,068,096	2,855.2	268,729,614	**2,739.1**	**261,693,607**
100005	Investigative Operations						
	Civilian	144.6		142.0		**117.0**	
	Classified	1,174.1		1,244.1		**1,217.5**	
	Cadets	0.0		0.0		**0.0**	
	Total	1,318.7	131,421,387	1,386.1	135,204,349	**1,334.5**	**131,691,252**
	Grand Total						
	Civilian	1,433.8		1,358.5		**1,104.4**	
	Classified	5,259.7		5,109.0		**5,041.1**	
	Cadets	135.0		81.0		**82.7**	
	Grand Total	6,828.5	657,239,659	6,548.5	658,193,882	**6,228.2**	**635,162,620**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNT CLERK	10	11.0	9.0	(2.0)
ACCOUNTANT ASSOCIATE	14	1.0	1.0	
ADMINISTRATION MANAGER	26	11.0	12.0	1.0
ADMINISTRATION MANAGER (EXE LEV)	26	1.0	1.0	
ADMINISTRATIVE AIDE	10	20.0	15.0	(5.0)
ADMINISTRATIVE ASSISTANT	17	28.0	23.0	(5.0)
ADMINISTRATIVE ASSOCIATE	13	55.0	44.0	(11.0)
ADMINISTRATIVE COORDINATOR	24	3.0	7.0	4.0
ADMINISTRATIVE SPECIALIST	20	16.0	15.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	6.0	3.0	(3.0)
AIRCRAFT GROUND CREWPERSON	5	2.0	0.0	(2.0)
AIRCRAFT MECHANIC	18	8.0	0.0	(8.0)
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	1.0	(1.0)
ASSISTANT OPERATIONS MANAGER	22	1.0	1.0	
ASSISTANT POLICE ADMINISTRATOR (EXE LEV)	26	4.0	4.0	
ASSISTANT POLICE CHIEF	PA12	10.0	10.0	
ASSISTANT SHOP MANAGER	20	3.0	0.0	(3.0)
AUTOMOTIVE SERVICE WRITER	15	4.0	0.0	(4.0)
BUYER	16	4.0	2.0	(2.0)
CAR ATTENDANT	4	10.0	8.0	(2.0)
CAR ATTENDANT SUPERVISOR	13	4.0	3.0	(1.0)
CHIEF INSPECTOR	27	5.0	0.0	(5.0)
CLERK	5	2.0	1.0	(1.0)
CLERK TYPIST	6	15.0	11.0	(4.0)
COMMUNICATIONS SPECIALIST	15	1.0	1.0	
COMMUNICATIONS SPECIALIST SUPERVISOR	23	1.0	1.0	
COMMUNICATIONS TECHNICIAN SUPERVISOR	25	1.0	1.0	
COMMUNITY LIAISON	18	4.0	4.0	
COMMUNITY SERVICE INSPECTOR	16	49.0	3.0	(46.0)
COMPUTER OPERATOR	10	2.0	2.0	
CONTRACT COMPLIANCE SUPERVISOR	22	2.0	0.0	(2.0)
COUNSELOR	20	15.0	15.0	
CRIMINAL INTELLIGENCE ANALYST	21	20.0	19.0	(1.0)
CUSTODIAN	4	1.0	1.0	
CUSTOMER SERVICE CASHIER	12	1.0	1.0	
CUSTOMER SERVICE CLERK	10	67.0	60.0	(7.0)
CUSTOMER SERVICE REP. I	13	1.0	0.0	(1.0)
DATA ENTRY OPERATOR	8	69.0	64.0	(5.0)
DEPUTY ADM.,IDENTIFICATION DIV	PB07	11.0	9.0	(2.0)
DEPUTY DIRECTOR (EXE LEV)	34	4.0	4.0	
DEPUTY DIRECTOR-FINANCE/ADMIN.	36	2.0	2.0	
DIVISION MANAGER	29	5.0	4.0	(1.0)
DIVISION MANAGER (EXE LEV)	29	1.0	1.0	
EVIDENCE TECHNICIAN	11	18.0	23.0	5.0
EVIDENCE TECHNICIAN SUPERVISOR	22	6.0	6.0	
EXECUTIVE ASSIST. POLICE CHIEF	PA13	4.0	4.0	

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
EXECUTIVE OFFICE ASSISTANT	15	17.0	17.0	
FINANCIAL ANALYST I	15	1.0	1.0	
FINANCIAL ANALYST III	21	5.0	5.0	
FINANCIAL ANALYST IV	25	3.0	4.0	1.0
FINGERPRINT TECHNICIAN	10	1.0	1.0	
FINGERPRINT TECHNICIAN SUPERVISOR	16	2.0	2.0	
FIXED ASSET CLERK	10	1.0	1.0	
FIXED ASSET MANAGER	25	1.0	0.0	(1.0)
FIXED ASSET SPECIALIST	13	2.0	2.0	
FORENSIC PHOTOGRAPHER	14	3.0	3.0	
FORENSIC PHOTOGRAPHER SUPERVISOR	19	1.0	1.0	
HUMAN RESOURCES ASSISTANT	13	5.0	5.0	
HUMAN RESOURCES SPECIALIST	17	3.0	3.0	
HUMAN RESOURCES SUPERVISOR	24	1.0	1.0	
HUMAN RESOURCES TECHNICIAN	12	1.0	1.0	
IDENTIFICATION OFFICER	PB03	28.0	26.0	(2.0)
IMAGING TECHNICIAN	5	3.0	2.0	(1.0)
INVENTORY MANAGEMENT CLERK	9	7.0	5.0	(2.0)
INVENTORY MANAGEMENT SUPERVISOR	17	2.0	0.0	(2.0)
IRM MANAGER	29	4.0	4.0	
IT PROJECT MANAGER	28	5.0	4.0	(1.0)
JAIL ATTENDANT	9	274.0	271.0	(3.0)
LAN SPECIALIST	26	1.0	1.0	
LAUNDRY WORKER	5	2.0	2.0	
MANAGEMENT ANALYST I	15	1.0	1.0	
MANAGEMENT ANALYST IV	25	4.0	2.0	(2.0)
MASTER IDENTIFICATION OFFICER	PB04	7.0	7.0	
MECHANIC III	19	45.0	1.0	(44.0)
MICROCOMPUTER ANALYST	20	1.0	0.0	(1.0)
OFFICE ASSISTANT	9	2.0	2.0	
OFFICE SERVICE MANAGER	23	4.0	3.0	(1.0)
OFFICE SUPERVISOR	17	19.0	21.0	2.0
OFFSET PRESS OPERATOR	10	2.0	2.0	
OPERATIONS MANAGER	27	3.0	2.0	(1.0)
OPERATIONS SUPERVISOR	18	2.0	2.0	
PAYROLL CLERK	9	3.0	3.0	
PLANNER LEADER	24	1.0	1.0	
POLICE ADMINISTRATOR (EXE LEV)	30	5.0	5.0	
POLICE CAPTAIN	PA09	42.0	42.0	
POLICE CHIEF	39	1.0	1.0	
POLICE COMMUNICATIONS SPEC II	PC07	1.0	1.0	
POLICE COMMUNICATIONS SPEC III	PC08	2.0	2.0	
POLICE LIEUTENANT	PA07	194.0	196.0	2.0
POLICE OFFICER	PA03	2,223.0	2,028.0	(195.0)
POLICE OFFICER,PROBATIONARY	PA02	0.0	132.0	132.0
POLICE SERGEANT	PA06	939.0	941.0	2.0
POLICE SERVICE OFFICER	7	103.0	0.0	(103.0)

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
POLICE TELECOMMUNICATOR	14	1.0	1.0	
POLICE TRAINEE	10	35.0	83.5	48.5
PROCUREMENT SPECIALIST	24	2.0	2.0	
PROGRAMMER ANALYST I	16	1.0	0.0	(1.0)
PROGRAMMER ANALYST II	19	2.0	2.0	
PROGRAMMER ANALYST III	22	2.0	1.0	(1.0)
PROGRAMMER ANALYST IV	25	5.0	4.0	(1.0)
PUBLIC INFORMATION OFFICER	26	4.0	4.0	
RADIO INSTALLER	6	4.0	4.0	
RECEPTIONIST	7	1.0	1.0	
RECORDS TECHNICIAN	9	2.0	2.0	
SEMI-SKILLED LABORER	6	1.0	1.0	
SENIOR ACCOUNT CLERK	13	4.0	5.0	1.0
SENIOR ACCOUNTANT	20	1.0	1.0	
SENIOR AIRCRAFT MECHANIC	21	6.0	6.0	
SENIOR BUYER	22	3.0	4.0	1.0
SENIOR CLERK	8	5.0	5.0	
SENIOR COMMUNICATIONS SPECIALIST	20	4.0	3.0	(1.0)
SENIOR COMMUNICATIONS TECHNICIAN	19	13.0	13.0	
SENIOR COMMUNITY LIAISON	23	5.0	4.0	(1.0)
SENIOR COMPUTER OPERATOR	14	10.0	10.0	
SENIOR CONTRACT ADMINISTRATOR	27	2.0	2.0	
SENIOR CUSTOMER SERVICE CLERK	12	2.0	2.0	
SENIOR DATA ENTRY OPERATOR	12	11.0	12.0	1.0
SENIOR EVIDENCE TECHNICIAN	15	11.0	11.0	
SENIOR FINGERPRINT TECHNICIAN	13	1.0	1.0	
SENIOR FIXED ASSET SPECIALIST	17	2.0	2.0	
SENIOR GIS TECHNICIAN	17	1.0	1.0	
SENIOR HUMAN RESOURCES SPECIALIST	21	11.0	11.0	
SENIOR IDENTIFICATION OFFICER	PB06	8.0	9.0	1.0
SENIOR IMAGING TECHNICIAN	13	1.0	1.0	
SENIOR INSPECTOR	22	5.0	3.0	(2.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	12.0	3.0	(9.0)
SENIOR JAIL ATTENDANT	13	9.0	9.0	
SENIOR MICROCOMPUTER ANALYST	23	9.0	9.0	
SENIOR OFFICE ASSISTANT	12	53.0	52.0	(1.0)
SENIOR OFFSET PRESS OPERATOR	13	1.0	1.0	
SENIOR PAYROLL CLERK	13	1.0	1.0	
SENIOR POLICE OFFICER	PA04	1,915.0	1,962.0	47.0
SENIOR POLICE SERVICE OFFICER	12	46.0	27.0	(19.0)
SENIOR POLICE TELECOMMUNICATOR	17	78.0	73.0	(5.0)
SENIOR PROCUREMENT SPECIALIST	27	1.0	0.0	(1.0)
SENIOR PUBLIC LOSS INVESTIGATOR	24	4.0	0.0	(4.0)
SENIOR STAFF ANALYST	28	1.0	0.0	(1.0)
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
SENIOR SUPERINTENDENT	27	1.0	0.0	(1.0)
SENIOR TRAINER	21	4.0	2.0	(2.0)

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR WORD PROCESSOR	12	5.0	5.0	
SHOP MANAGER	23	5.0	0.0	(5.0)
STABLE ATTENDANT	8	6.0	0.0	(6.0)
STABLE SUPERVISOR	14	2.0	0.0	(2.0)
STAFF ANALYST	26	3.0	4.0	1.0
STAFF ANALYST (EXE LEV)	26	1.0	0.0	(1.0)
STAFF PSYCHOLOGIST	27	5.0	5.0	
SYSTEMS ACCOUNTANT II	23	1.0	1.0	
SYSTEMS ACCOUNTANT IV	29	1.0	1.0	
SYSTEMS CONSULTANT	26	6.0	5.0	(1.0)
SYSTEMS SUPPORT ANALYST I	16	1.0	1.0	
SYSTEMS SUPPORT ANALYST IV	25	5.0	5.0	
TECHNICAL HARDWARE ANALYST I	17	4.0	3.0	(1.0)
TECHNICAL HARDWARE ANALYST II	21	8.0	8.0	
TECHNICAL HARDWARE ANALYST III	23	1.0	1.0	
TELECOMMUNICATIONS SPECIALIST	18	2.0	2.0	
TRAINER	17	1.0	1.0	
TRAINING ADMINISTRATOR	24	0.0	1.0	1.0
TRUCK DRIVER	6	12.0	1.0	(11.0)
WEB DESIGNER	21	1.0	1.0	
WEB PRODUCTION ASSISTANT	13	1.0	1.0	
WORD PROCESSOR	10	14.0	15.0	1.0
Total FTEs		**6,875.0**	**6,565.5**	**(309.5)**
Less adjustment for Civilian Vacancy Factor		**7.8**	**8.6**	**0.8**
Less adjustment for Classified Vacancy Factor		**61.6**	**107.5**	**45.9**
Less adjustment for Cadets Vacancy Factor		**0.0**	**0.8**	**0.8**
Less allowance for Burglar Alarm Response & Related Cost Paid Through Police Special Services Fund		**66.8**	**73.6**	**6.8**
Less allowance for Traffic Enforcement & Related Cost Paid Through Digital Automated Red Light Enforcement Program		**73.2**	**0.0**	**(73.2)**
Less allowance for Burglar Alarm Other & Related Cost Paid Through Police Special Services Fund		**38.0**	**55.8**	**17.9**
Less allowance for RMS Salary Recovery & Related Cost Paid Through Police Special Services Fund		**63.0**	**37.0**	**(26.2)**
Less allowance for Traffic Enforcement & Related Cost Paid Through METRO		**0.0**	**54.0**	**53.8**
Full-Time Equivalents		**6,564.3**	**6,228.2**	**(336.1)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010002	**HPD - Budget & Finance**			
426430	Facility Rental Fees	40,841	43,554	**47,345**
428080	Returned Check Charges	500	200	**0**
434510	Prior Year Revenue	0	23,830	**0**
452020	Recoveries & Refunds	0	20,000	**20,000**
452030	Miscellaneous Revenue	500	500	**500**
490020	Transfer from Special Revenue Fund	0	0	**2,189,600**
Total	**HPD - Budget & Finance**	**41,841**	**88,084**	**2,257,445**
1000010015	**HPD - Human Resources**			
452030	Miscellaneous Revenue	100	100	**100**
1000010016	**HPD - Training Academy**			
426370	Training Services	94,000	94,000	**94,000**
1000010022	**HPD - IAH Airport Patrol**			
424060	Interfund Airport Police Services	15,421,433	15,421,433	**15,998,084**
1000010023	**HPD - HOU Airport Patrol**			
424060	Interfund Airport Police Services	5,795,665	5,795,665	**6,020,053**
1000010029	**HPD - Northwest Patrol**			
431020	Contributions from Others	155,460	148,764	**155,460**
1000010038	**HPD - Neighborhood Protection**			
421200	Other Building & Construction Permits	11,250	16,760	**0**
421630	Administrative Fee - Licenses & Permits	0	7,875	**0**
426330	Miscellaneous Copies Fees	200	5,414	**0**
428030	Release of Liens	20,000	25,200	**0**
428090	Miscellaneous Fines & Forfeitures	0	4,300	**0**
Total	**HPD - Neighborhood Protection**	**31,450**	**59,549**	**0**
1000010044	**HPD - Auto Theft**			
428040	Vehicle Tow-Away Fees	0	4,200	**4,200**
1000010045	**HPD - Homicide**			
452020	Recoveries & Refunds	350,000	0	**0**
1000010050	**HPD - Environ. Protection**			
434505	Prior Year Expenditure Recovery	0	1,077	**0**
1000010051	**HPD - Vice**			
421110	Sexually Oriented Business Permits	27,750	4,200	**0**
1000010053	**HPD - Narcotics**			
426260	Police Services	23,200	0	**0**
1000010059	**HPD - Identification**			
426260	Police Services	88,800	126,004	**160,000**
1000010061	**HPD - Jail**			
443130	Pay Phone Concessions	350,000	301,000	**301,000**
1000010062	**HPD - Fleet Management**			
452020	Recoveries & Refunds	3,000	1,000	**1,000**
1000010063	**HPD - Records**			
426340	Public Safety Reports Fees	600,000	650,000	**675,000**
1000010064	**HPD - Property & Supply**			
428090	Miscellaneous Fines & Forfeitures	64,500	63,700	**50,000**
434225	Sale of Non-Capital Equip. & Merchandise	25,000	12,030	**25,000**
Total	**HPD - Property & Supply**	**89,500**	**75,730**	**75,000**
1000010069	**HPD - Special Operations**			
490060	Transfer from Civic Center	90,000	90,000	**90,000**
1000010071	**HPD -Traffic**			
428040	Vehicle Tow-Away Fees	1,000	0	**0**
428090	Miscellaneous Fines & Forfeitures	0	2,000	**2,000**
Total	**HPD -Traffic**	**1,000**	**2,000**	**2,000**
1000010072	**HPD - Auto Dealers**			

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 1000 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
425050	Indirect Cost Recovery-Auto Dealers	673,465	673,465	**684,231**
1000010084	**HPD - Air Support**			
434225	Sale of Non-Capital Equip. & Merchandise	0	12,970	**0**
1000010096	**HPD - Special Crimes Division**			
452020	Recoveries & Refunds	0	291,970	**300,000**
Total	**Police Department**	**23,836,664**	**23,841,211**	**26,817,573**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 1000 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	54,274,952	55,135,112	53,615,372	**44,571,914**
500020	Salary Base Pay - Classified	291,006,854	294,396,432	298,693,814	**297,154,401**
500030	Salary Part Time - Civilian	644,689	0	0	**0**
500040	Salary Assignment Pay - Classified	792,449	690,556	616,697	**630,000**
500050	Sal-Edu/Incen-Classfd	10,098,396	10,450,884	10,423,843	**10,496,601**
500060	Overtime - Civilian	2,502,183	2,003,537	1,740,507	**1,521,402**
500070	Overtime - Classified	13,483,082	11,501,124	10,751,124	**8,288,900**
500090	Premium Pay - Civilian	587,585	612,584	600,000	**538,919**
500100	Premium Pay - Classified	(84)	0	0	**0**
500110	Bilingual Pay - Civilian	170,314	156,654	159,714	**116,364**
500120	Bilingual Pay - Classified	1,882,132	1,950,816	1,985,541	**2,010,000**
500130	Equipment Allowance-Classified	10,618,195	10,894,638	10,600,000	**10,607,920**
500150	Shift Differential Pay-Classified	4,554,266	4,738,105	4,538,105	**4,733,525**
500160	Training Incent.-Classified	30,999,630	31,697,231	31,281,005	**31,173,894**
500170	Weekend Prem Pay-Classified	3,858,477	4,194,883	3,800,000	**3,928,694**
500180	Temporary Employees	(236)	0	0	**0**
500190	Temporary Higher Class Pay	376,036	106,632	358,953	**58,953**
500210	Pay for Performance-Municipal	60,475	0	59,500	**0**
501020	Clothing Allowance - Classified	1,168,400	1,199,180	1,231,600	**997,951**
501070	Pension - Civilian	7,948,076	8,059,747	8,203,123	**8,022,942**
501090	Pension - Police	72,650,289	77,646,670	77,566,370	**65,545,428**
501100	Phase Down Classified	9,298,561	10,982,298	9,623,469	**9,970,976**
501110	Strategic Staffing-Classified	683,672	1,000,000	800,000	**1,000,000**
501120	Termination Pay - Civilian	534,648	398,871	233,831	**320,011**
501130	Termination Pay - Classified	1,583,269	873,233	873,233	**1,100,000**
501140	Third Party Disability B-Classified	3,089,328	3,108,855	3,508,517	**3,351,434**
501150	Trainees for Classified Service - Cadets	3,312,848	2,163,372	2,213,806	**2,437,657**
501160	Vehicle Allowance - Civilian	8,432	4,200	11,197	**4,200**
501170	Vehicle Allowance - Classified	202,300	220,000	220,000	**220,000**
502010	FICA - Civilian	4,635,535	4,472,338	4,187,454	**3,716,276**
502020	FICA - Classified	4,027,935	3,907,663	4,095,725	**3,973,373**
503010	Health Ins-Act Civilian	9,021,681	8,957,864	8,929,263	**7,623,023**
503015	Basic Life Insurance - Active Civilian	32,578	33,049	32,956	**26,787**
503020	Health Ins.Act-Classified	45,761,073	47,703,678	47,714,526	**54,128,824**
503025	Basic Life Insurance - Active Classified	176,866	189,934	189,980	**197,586**
503040	Health/Life Ins.Ret-Classified	13,217,895	11,876,643	11,876,643	**6,871,882**
503050	Health/Life Insurance - Retiree Civilian	0	0	3,104	**0**
503060	Long Term Disability-Civilian	114,835	126,318	125,523	**101,338**
503061	Long Term Disability-Classified	(1,674)	0	0	**0**
503070	Municipal Pension-Other Classified	361,352	422,994	300,000	**422,994**
503080	Workers Compensation-Classified-Admin	1,040,538	1,222,074	1,234,162	**1,154,059**
503090	Workers Compensation-Civilian-Admin	286,856	415,069	410,109	**340,363**
503100	Workers Compensation-Civilian-Claim	361,055	401,211	227,296	**393,071**
503110	Workers Compensation-Classified-Claim	5,272,188	5,622,917	5,623,445	**5,450,805**
504030	Unemployment Claims - Administration	211,688	47,464	204,302	**1,927,988**
504040	Res For Police Enhanc.-Classified	1,669,825	100,000	50,000	**100,000**
Total	**Personnel Services**	**612,579,444**	**619,684,830**	**618,913,809**	**595,230,455**
511010	Chemical Gases & Special Fluids	120,434	19,835	83,120	**1,835**
511015	Cleaning & Sanitary Supplies	40,207	20,475	46,590	**18,239**
511020	Construction Materials	70,612	8,400	8,230	**8,400**
511025	Electrical Hardware & Parts	127,053	75,460	75,460	**75,000**
511030	Mechanical Hardware & Parts	10,598	9,386	9,386	**4,386**
511035	Meters Hydrants & Plumbing Supplies	64	0	0	**0**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 1000 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
511040	Audiovisual Supplies	182,511	246,598	241,908	**190,515**
511045	Computer Supplies	556,714	521,148	521,645	**526,974**
511050	Paper & Printing Supplies	419,624	423,024	421,214	**340,748**
511055	Publications & Printed Materials	114,702	107,282	106,212	**106,713**
511060	Postage	164,023	220,700	220,700	**162,306**
511070	Miscellaneous Office Supplies	566,008	384,235	377,269	**460,759**
511080	General Laboratory Supplies	2,608	4,100	19,168	**4,100**
511085	Drugs & Medical Chemicals	25	0	0	**0**
511090	Medical & Surgical Supplies	121,136	50,000	32,050	**50,000**
511095	Small Technical & Scientific Equipment	8,302	10,000	25,125	**10,000**
511100	Veterinary & Animal Supplies	108,022	85,000	85,000	**85,000**
511105	Trained Police Animals	165	10,000	10,000	**10,000**
511110	Fuel	7,806,629	7,378,364	7,378,364	**7,870,776**
511115	Vehicle Repair & Maintenance Supplies	2,193,302	2,191,191	2,290,508	**285,416**
511120	Clothing	1,077,395	1,463,732	1,300,000	**1,417,916**
511125	Food Supplies	97,074	187,400	70,000	**199,794**
511130	Weapons Munitions & Supplies	218,801	406,358	299,800	**306,358**
511135	Recreational Supplies	5,999	1,500	2,995	**1,500**
511145	Small Tools & Minor Equipment	107,043	84,931	83,330	**73,629**
511150	Miscellaneous Parts & Supplies	591,815	182,704	221,087	**578,029**
Total	**Supplies**	**14,710,866**	**14,091,823**	**13,929,161**	**12,788,393**
520100	Temporary Personnel Services	2,359,517	0	0	**0**
520102	Security Services	426,147	0	0	**0**
520105	Accounting & Auditing Services	0	50,500	50,500	**0**
520107	Computer Info/Contr	2,733,184	1,955,082	2,330,592	**2,227,397**
520108	Information Resource Services	0	0	5,246	**0**
520109	Medical Dental & Laboratory Services	1,034,858	722,653	1,039,775	**719,159**
520110	Management Consulting Services	2,997,204	2,732,036	2,718,896	**3,132,036**
520111	Real Estate Services	1,225	0	0	**0**
520114	Miscellaneous Support Services	2,671,157	2,264,977	2,467,948	**912,334**
520115	Real Estate Lease/Office Rental	462,291	730,793	730,793	**50,000**
520118	Refuse Disposal	8,820	4,000	22,000	**0**
520119	Computer Equipment/Software Maintenance	136,196	290,800	190,800	**290,800**
520120	Communications Equipment Services	11,168	23,878	57,980	**23,878**
520121	IT Application Svcs	296,654	317,186	317,186	**313,051**
520122	Office Equipment Services	(1,444)	15,000	122,159	**15,000**
520123	Vehicle & Motor Equipment Services	902,893	1,076,781	1,076,780	**529,973**
520124	Other Equipment Services	18,340	51,729	45,410	**7,551**
520125	Demolition Services	77,213	0	0	**0**
520126	Construction Site Work Services	265,298	0	0	**0**
520127	Structural Construction Work Services	0	7,500	7,500	**7,500**
520141	Engineering Services	6,802	0	8,650	**0**
520142	Classified C.S. Arbitration Cost	28,043	75,000	75,000	**75,000**
520145	Criminal Intelligence Services	25,000	0	0	**0**
520510	Mail/Delivery Services	0	1,500	1,500	**1,500**
520515	Print Shop Services	30,656	30,000	30,000	**2,630**
520520	Printing & Reproduction Services	11,345	28,700	28,700	**28,700**
520605	Advertising Services	67,127	145,690	80,125	**192,000**
520705	Insurance Fees	429,751	442,568	442,568	**523,868**
520740	Document Recording/Filing Fees	5,477	30,000	33,862	**0**
520765	Membership & Professional Fees	30,822	23,845	28,765	**19,361**
520805	Education & Training	171,024	291,000	155,665	**169,781**
520810	Human Relations Training	79,550	50,000	50,000	**45,711**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Police Department**
Fund No./Bus. Area No. : **1000 / 1000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520815	Tuition Reimbursement	736,739	800,000	696,300	**800,000**
520905	Travel - Training Related	62,632	135,971	46,140	**136,000**
520910	Travel - Non-Training Related	87,288	153,000	149,000	**152,000**
521405	Building Maintenance Services	395,765	612,188	612,188	**770,000**
521605	Data Services	388,756	1,101,197	1,101,197	**1,229,290**
521610	Voice Services	3,067,292	2,693,563	2,693,359	**3,111,221**
521620	Voice Equipment	347,580	307,500	307,500	**125,101**
521625	Voice Labor	165,968	114,001	114,001	**103,129**
521630	GIS Revolving Fund Services	0	456,724	456,724	**453,256**
521705	Vehicle/Equipment Rental/Lease	1,823	15,000	19,110	**0**
521715	Office Equipment Rental	224,871	120,000	120,000	**120,000**
521725	Other Rental	243,131	119,438	243,487	**127,917**
521730	Parking Space Rental	35,293	213,322	229,000	**407,000**
521905	Legal Services	52,828	17,000	17,000	**17,000**
522305	Freight Charges	32,327	9,500	8,910	**9,306**
522415	Banking Over/Short	0	300	300	**0**
522430	Miscellaneous Other Services & Charges	513,083	278,464	255,815	**195,195**
522435	Interest Charges Past Due Accounts	(2)	0	0	**0**
522722	KRONOS Service Chargeback	0	0	0	**260,001**
522723	Drainage Fee Service Chargeback	0	0	0	**139,940**
522735	Interfund Communication Equipment Repair	21,352	20,790	20,790	**20,790**
522780	Interfund Photo Copy Services	574,934	700,000	679,850	**675,000**
522795	Other Interfund Services	495,448	400,000	556,313	**500,000**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**407,235**
522845	Interfund Vehicle Services	0	0	0	**7,957,161**
Total	**Other Services and Charges**	**22,733,426**	**19,629,176**	**20,445,384**	**27,003,772**
560120	Capital Exp-Building and Bldg Improvement	131,566	0	0	**0**
560210	Furniture Fixtures and Equipment	61,869	0	0	**0**
560220	Vehicles	18,983	0	0	**0**
560230	Computer HW and Developed SW	24,086	0	0	**0**
Total	**Equipment**	**236,504**	**0**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	216,144	2,812	121,428	**0**
551015	Non-Capital Computer Equipment	22,719	0	0	**0**
551020	Non-Capital Communication Equipment	9,018	0	0	**0**
551030	Non-Capital Machinery & Equipment	1,713	0	0	**0**
551040	Non-Capital Other	326,195	175,363	50,438	**140,000**
Total	**Non-Capital Equipment**	**575,789**	**178,175**	**171,866**	**140,000**
532025	Transfers to Special Revenues	389,352	389,352	839,352	**0**
532030	Transfers to Trans Debt Service	615,081	0	0	**0**
532120	Transfer to Fleet/Eq	5,399,197	3,894,310	3,894,310	**0**
Total	**Debt Service and Other Uses**	**6,403,630**	**4,283,662**	**4,733,662**	**0**
	Grand Total Expenditures	**657,239,659**	**657,867,666**	**658,193,882**	**635,162,620**


CITY OF HOUSTON
TEXAS

POLICE DEPARTMENT
Crime Lab Description and Mission

The mission of the Crime Lab is to receive, analyze, and preserve physical evidence while adhering to the highest standards of quality, objectivity, and ethics.

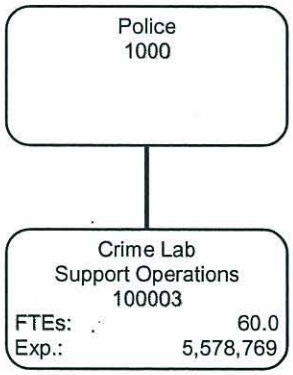
Department Short Term Goals

- Maintain Crime Lab accreditation standards in FY2012 by satisfactorily passing an independent inspection.
- Continue implementation of the Laboratory Information Management System.
- Continue implementation of robotics in the DNA Section to increase capacity and ultimately reduce the backlog.
- Reduce Firearms backlog to equal monthly demand.
- Reduce Controlled Substances backlog by 50%.

Department Long Term Goals

- Develop and implement strategies to strengthen relationships between academic institutions and the Crime Lab.
- Continue to improve the current methods and procedures of collecting and processing evidence to include the use of robotics, expansion of toxicology, and other new technologies.
- Continue to evolve processes to ensure the Crime Lab can meet the ISO 17025 accreditation.
- Continue to work towards processing evidence within 90 days of submission.
- Establish independence from law enforcement.
- Continue to work towards establishing a **City of Houston Forensic Science Center** which is appropriately resourced to meet the demands for timely and accurate analysis and easily accessible to law enforcement.

Department Organization



Business Area Budget Summary

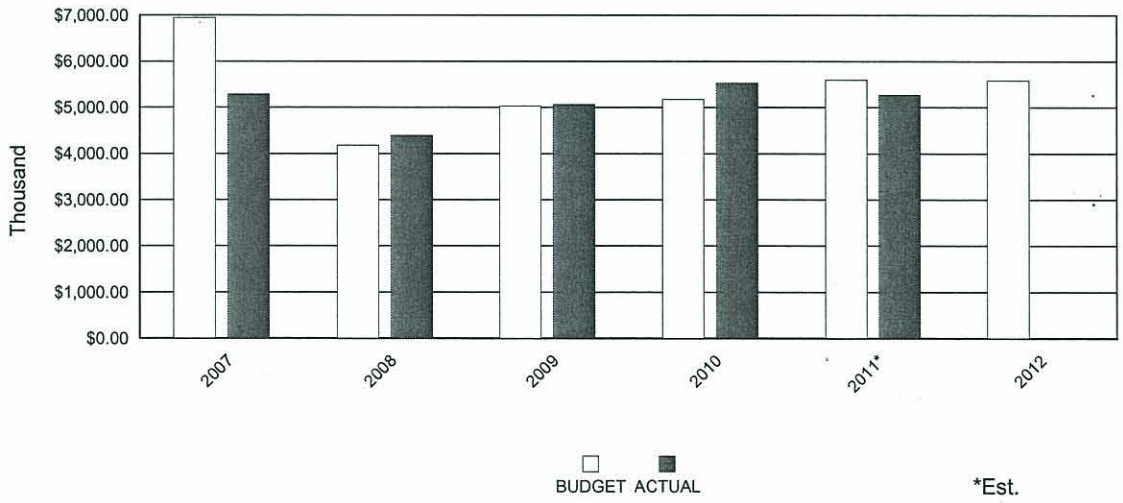
Fund Name : General Fund
Business Area Name : Crime Lab
Fund No./Bus. Area No. : 1000 / 1000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	4,582,270	4,645,898	4,650,100	**4,632,228**
	Supplies	303,740	399,322	361,333	**410,022**
	Other Services and Charges	619,024	548,495	256,066	**536,519**
	Equipment	12,480	0	0	**0**
	Non-Capital Equipment	8,667	0	0	**0**
	Total M & O Expenditures	5,526,181	5,593,715	5,267,499	**5,578,769**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	5,526,181	5,593,715	5,267,499	**5,578,769**
Revenues		12,028	300	5,300	**5,300**
Staffing	Full-Time Equivalents - Civilian	63.0	63.0	63.0	**60.0**
	Full-Time Equivalents - Classified	1.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	64.0	63.0	63.0	**60.0**
	Full-Time Equivalents - Overtime	0.8	1.0	0.2	**0.9**

Significant Budget Changes and Highlights

- Provides technical and analytical expertise in drug identification, firearms, forensic serology, DNA profiling, toxicology (blood alcohol) and maintenance of the Breath Test Program.
- Conducts scientific examinations on a wide variety of specimens such as drugs, firearms, fired evidence, biological samples, hair and toxicological samples. These items are routinely submitted by local law enforcement agencies as well as the Harris County District Attorney's Office.
- Manages reports pertaining to proficiency testing, audits, certifications, inspections and performance.
- Receives, stores and disposes of narcotics evidence in accordance with state, federal and internal policies.

Crime Lab
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Crime Lab
Fund No./Bus Area No. : 1000 / 1000

Name: Support Operations -- 100003

Mission: To receive, analyze, and preserve physical evidence while adhering to the highest standards of quality, objectivity, and ethics.

Goal: Provide timely and accurate testing.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Requests completed	24,393	23,345	**22,299**
Proficiency test completed	105	73	**73**
Hours of testimony	624.0	634.5	**645.0**
Breath test supervised	4,944	4,709	**4,473**

Division Summary

Fund Name : General Fund
Business Area Name : Crime Lab
Fund No./Bus Area No. : 1000 / 1000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Support Operations 100003						
Provides technical and analytical expertise in drug identification, firearms, forensic serology, DNA profiling, toxicology (blood alcohol) and maintenance of the Breath Test Program.	64.0	5,526,181	63.0	5,267,499	**60.0**	**5,578,769**

Division Summary

Fund Name : General Fund
Business Area Name : Crime Lab
Fund No./Bus Area No. : 1000 / 1000

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100003	Support Operations						
	Civilian	63.0		63.0		**60.0**	
	Classified	1.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	64.0	5,526,181	63.0	5,267,499	**60.0**	**5,578,769**
	Grand Total						
	Civilian	63.0		63.0		**60.0**	
	Classified	1.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Grand Total	64.0	5,526,181	63.0	5,267,499	**60.0**	**5,578,769**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Crime Lab
Fund No./Bus Area No. : 1000 / 1000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
CLERK TYPIST	6	2.0	1.0	(1.0)
CRIMINALIST	20	35.0	34.0	(1.0)
CRIMINALIST LABORATORY MANAGER	29	3.0	3.0	
CRIMINALIST SPECIALIST	25	9.0	8.0	(1.0)
DEPUTY ADM.,IDENTIFICATION DIV	PB07	1.0	0.0	(1.0)
EVIDENCE TECHNICIAN	11	5.0	5.0	
POLICE ADMINISTRATOR (EXE LEV)	30	2.0	1.0	(1.0)
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR DATA ENTRY OPERATOR	12	1.0	1.0	
SENIOR EVIDENCE TECHNICIAN	15	1.0	2.0	1.0
SENIOR MICROCOMPUTER ANALYST	23	1.0	1.0	
SENIOR OFFICE ASSISTANT	12	1.0	1.0	
Total FTEs		**64.0**	**60.0**	**(4.0)**
Less adjustment for Civilian Vacancy Factor		**1.0**	**0.0**	**(1.0)**
Full-Time Equivalents		**63.0**	**60.0**	**(3.0)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Crime Lab
Fund No./Bus Area No. : 1000 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010056	**HPD - Crime Lab**			
427200	Unclaimed Fines & Forfeitures	0	5,000	**5,000**
452030	Miscellaneous Revenue	300	300	**300**
Total	**HPD - Crime Lab**	**300**	**5,300**	**5,300**
Total	**Crime Lab**	**300**	**5,300**	**5,300**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Crime Lab**
Fund No./Bus. Area No. : **1000 / 1000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	3,332,851	3,376,999	3,475,900	**3,302,905**
500020	Salary Base Pay - Classified	78,054	77,111	0	**0**
500050	Sal-Edu/Incen-Classfd	3,654	3,800	0	**0**
500060	Overtime - Civilian	40,782	48,250	11,280	**47,128**
500090	Premium Pay - Civilian	6,810	7,416	0	**7,416**
500110	Bilingual Pay - Civilian	904	830	880	**830**
500130	Equipment Allowance-Classified	2,008	2,056	0	**0**
500160	Training Incent.-Classified	8,314	8,486	0	**0**
501020	Clothing Allowance - Classified	800	820	0	**0**
501070	Pension - Civilian	495,828	499,621	537,230	**594,521**
501090	Pension - Police	18,328	19,700	0	**0**
501120	Termination Pay - Civilian	1,103	1,130	16,170	**1,130**
501130	Termination Pay - Classified	982	0	0	**0**
501140	Third Party Disability B-Classified	528	526	0	**0**
502010	FICA - Civilian	251,625	261,198	253,700	**255,069**
502020	FICA - Classified	1,299	1,345	0	**0**
503010	Health Ins-Act Civilian	304,021	299,429	328,030	**355,365**
503015	Basic Life Insurance - Active Civilian	1,952	2,047	2,140	**1,969**
503020	Health Ins.Act-Classified	10,693	10,848	0	**0**
503025	Basic Life Insurance - Active Classified	46	46	0	**0**
503060	Long Term Disability-Civilian	5,316	5,355	6,150	**5,100**
503080	Workers Compensation-Classified-Admin	178	210	0	**0**
503090	Workers Compensation-Civilian-Admin	11,316	13,230	18,190	**12,000**
503100	Workers Compensation-Civilian-Claim	2,411	2,710	430	**2,710**
503110	Workers Compensation-Classified-Claim	682	530	0	**0**
504030	Unemployment Claims - Administration	1,785	2,205	0	**46,085**
Total	**Personnel Services**	**4,582,270**	**4,645,898**	**4,650,100**	**4,632,228**
511010	Chemical Gases & Special Fluids	8,531	39,465	1,547	**64,165**
511015	Cleaning & Sanitary Supplies	11	0	739	**0**
511020	Construction Materials	112	0	170	**0**
511045	Computer Supplies	9,798	1,918	1,420	**1,918**
511050	Paper & Printing Supplies	1,286	1,350	3,160	**1,350**
511055	Publications & Printed Materials	25	30	1,100	**30**
511070	Miscellaneous Office Supplies	43,267	10,071	15,990	**10,071**
511080	General Laboratory Supplies	190,328	293,010	277,942	**293,010**
511085	Drugs & Medical Chemicals	10,756	5,000	10,000	**5,000**
511090	Medical & Surgical Supplies	14,219	0	17,950	**0**
511095	Small Technical & Scientific Equipment	2,562	24,000	8,875	**10,000**
511120	Clothing	25	1,268	0	**1,268**
511130	Weapons Munitions & Supplies	0	1,642	200	**1,642**
511145	Small Tools & Minor Equipment	385	1,069	2,670	**1,069**
511150	Miscellaneous Parts & Supplies	22,435	20,499	19,570	**20,499**
Total	**Supplies**	**303,740**	**399,322**	**361,333**	**410,022**
520100	Temporary Personnel Services	81,619	0	0	**0**
520107	Computer Info/Contr	600	510	0	**510**
520109	Medical Dental & Laboratory Services	277,833	402,492	85,370	**422,492**
520110	Management Consulting Services	72,911	0	13,140	**0**
520114	Miscellaneous Support Services	46,726	3,200	230	**0**
520118	Refuse Disposal	31,730	18,000	0	**16,000**
520124	Other Equipment Services	51,549	74,500	80,819	**51,000**
520141	Engineering Services	0	5,500	5,636	**0**
520765	Membership & Professional Fees	125	4,920	0	**8,420**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Crime Lab
Fund No./Bus. Area No. : 1000 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520805	Education & Training	17,232	16,000	28,840	**14,724**
520905	Travel - Training Related	9,559	15,000	3,860	**15,000**
520910	Travel - Non-Training Related	4,462	4,000	7,000	**4,000**
521610	Voice Services	100	0	190	**0**
521705	Vehicle/Equipment Rental/Lease	2,764	0	571	**0**
521725	Other Rental	2,001	760	1,710	**760**
522305	Freight Charges	1,082	500	1,090	**500**
522430	Miscellaneous Other Services & Charges	18,731	3,113	27,610	**3,113**
Total	**Other Services and Charges**	**619,024**	**548,495**	**256,066**	**536,519**
560210	Furniture Fixtures and Equipment	12,480	0	0	**0**
Total	**Equipment**	**12,480**	**0**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	677	0	0	**0**
551040	Non-Capital Other	7,990	0	0	**0**
Total	**Non-Capital Equipment**	**8,667**	**0**	**0**	**0**
	Grand Total Expenditures	**5,526,181**	**5,593,715**	**5,267,499**	**5,578,769**

DEVELOPMENT AND MAINTENANCE SERVICES DEPARTMENTS

General Services IV-2

Planning and Development IV-14

Public Works and Engineering IV-24

Solid Waste Management IV-36

GENERAL SERVICES

Department Description and Mission

General Services Department's mission is to provide leadership and best practices in managing facilities, supplies, security and resource conservation, maintenance, and other support services to elected officials, City departments and residents in a safe, reliable, and efficient manner.

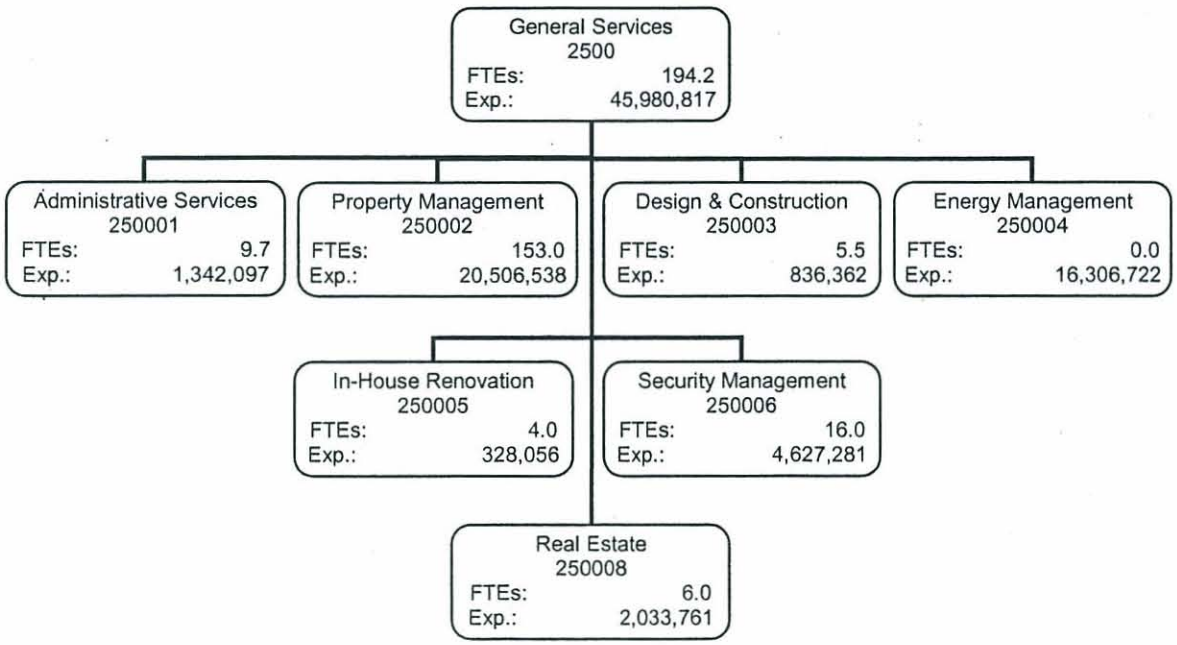
Short Term Goals
Provide excellent customer service and satisfaction; provide courteous professional services; maintain and enhance facilities; reduce energy use in GSD managed buildings and increase sustainable and resource conservation in the core civic buildings; work collaboratively across all departments; deliver projects and programs in a timely and cost effective manner.

Department has and follows written procedures that, at a minimum, provide for:

- Replacement and selection of equipment;
- Purchase of equipment, supplies and materials;
- Maintenance and operations budget criteria;
- Facilities, security, real estate and design and construction standards.

Long Term Goals
We will be the Provider of Choice and the premier General Services Department. We will manage and oversee all City owned property. Have established and implemented accountability mechanisms to ensure the performance and efficiency of the maintenance/operations program, real estate services, design and construction, janitorial and security services. All divisions within the department use appropriate performance and cost-efficiency measures and interpretive benchmarks to evaluate each program and use these in management decision making. The department has taken advantage of significant opportunities to improve real estate management, design and construction methods, security enhancements and maintenance operations management, to increase efficiency and effectiveness, and reduce costs. Our buildings are efficient and sustainable as measured by Energy Star and Leadership in Energy and Environmental Design (LEED).

Department Organization



Business Area Budget Summary

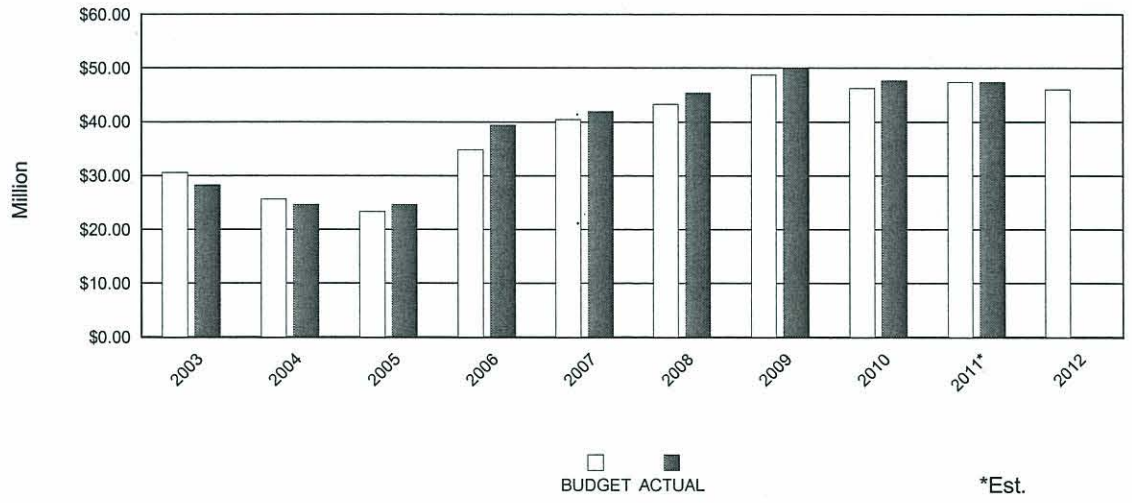
Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus. Area No. : 1000 / 2500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	13,787,761	12,975,981	12,981,769	**12,642,846**
	Supplies	1,754,639	1,587,962	1,588,372	**1,434,725**
	Other Services and Charges	31,910,206	30,831,504	30,825,306	**29,351,933**
	Equipment	5,835	0	0	**0**
	Non-Capital Equipment	33,249	102	102	**0**
	Total M & O Expenditures	47,491,690	45,395,549	45,395,549	**43,429,504**
	Debt Service & Other Uses	141,259	1,970,286	1,970,286	**2,551,313**
	Total Expenditures	47,632,949	47,365,835	47,365,835	**45,980,817**
Revenues		5,880,943	36,413,326	5,028,043	**14,377,891**
Staffing	Full-Time Equivalents - Civilian	227.8	220.3	210.8	**194.2**
	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	227.8	220.3	210.8	**194.2**
	Full-Time Equivalents - Overtime	5.4	6.0	6.0	**5.4**

Significant Budget Changes and Highlights

- o The FY2012 Budget includes strategic prioritization of services.
- o Work orders will be prioritized based on safety and preservation of City assets.
- o Police and Fire operational work orders will receive highest priority. Non-response related work orders will receive 2nd tier priority.
- o Emergency call-out services will be for facility related problems, such as electrical or HVAC failure, sewage back-ups and life-safety issues.
- o Expansion of Facility Management with Houston Permitting Center for $1,079,570, Parking Management Facility for $86,870, Health Lab at Holcombe and Fondren Police Station for $500,000.

General Services
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1000 / 2500

Name: GSD - Administrative Services -- 250001

Mission: Efficiently provide pro-active, responsive, reliable and timely financial support services for the department with the utmost level of accountability, integrity, due diligence and in compliance with all City ordinances, policies and procedures.

Goal: To enhance administrative efficiency through technology optimization. Develop and implement training on SAP system processes related to procurement, budgeting and reporting.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Client Survey - Excellent	84%	85%	**90%**
Days to process invoices	10	10	**8**

Name: GSD - Property Management -- 250002

Mission: To become the "provider of choice" by delivering quality maintenance, repair and renovation services to our clients which allows them to focus on their core businesses.

Goal: 1) Understand best practices in facility management and establish baselines for future data tracking. 2) Assess facilities to gain an understanding of building conditions and maintenance repairs needed. 3) Prioritize list and begin process of improving facilities. 4) Work with the Sustainability Division to reduce energy consumption by 3% in ten percent of GSD managed facilities.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Work Orders Completed	41,498	32,000	**35,000**
Customer Service Rating	4.56	4.50	**4.25**
Work Order Turnaround Time	N/A	90%	**90%**
Budget Compliance	N/A	99%	**99%**
Lost Time No. Indicators	11	3	**3**

Name: GSD - Design & Construction -- 250003

Mission: To be the project manager "partner of choice" by managing the planning, design and construction of sustainable City buildings including parks in a manner consistent with City and State regulations. Implement best practices and the latest development industry standards; alternative delivery methods; transparent processes for fair and equal selection. Maintain project within budget and on schedule while maintaining the highest quality product.

Goal: 1) Continue implementing LEED standards to improve building quality and their impact on the environment. 2) Conduct Comprehensive Facilities Condition Assessment to better plan capital expenditures. 3) Continue to develop case studies of new City LEED certified buildings. 4) Continue to collaborate with the Houston Arts Alliance to establish a citywide arts master plan 5) Develop metrics to track construction related data.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Design/Planning Projects	N/A	80	**80**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1000 / 2500

Name: GSD - Energy Management -- 250004

Mission: To create a centralized cost center to accurately capture and report monthly expenditures related to utilities, IT services and other restricted accounts.

Goal: To provide for a centralized cost center to track, monitor, and report the department's restricted budgetary accounts.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: GSD - In-House Renovation -- 250005

Mission: To provide administrative and technical support to achieve the goals and objectives of the In-house Renovation Group.

Goal: Understand best practices in tracking and reporting the labor, material and other services associated with each renovation project completed. Develop project cost reports for clients. Accurately process interdepartmental "bill backs" to monitor costs.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: GSD - Security Management -- 250006

Mission: To promote a safe and secure workplace while protecting City assets.

Goal: 1) Educate and inform City employees of security protocol. 2) Provide ongoing training to elected officials on procedures and protocol on security breaches. 3) Perform regular testing of security procedures and practices. 4) Continue to evaluate current service measures and make improvements as necessary. 5) Provide semi-annual reports on security effectiveness.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Technical Team Customer	4.72	4.87	**4.50**
Operation Team Customer	4.75	4.81	**4.50**
Investigations Conducted	1,355	1,548	**1,500**
Identification Badges	7,088	14,613	**14,000**
Access Change Processed	34,755	14,775	**14,000**

Division Mission and Performance Measures

Fund Name : **General Fund**
Business Area Name : **General Services**
Fund No./Bus Area No. : **1000 / 2500**

Name: GSD - Real Estate -- 250008

Mission: To implement policies and procedures to expedite the acquisition, disposition, and leasing of real estate assets while realizing the greatest value on all dispositions and acquisitions.

Goal: 1) Establish clear policies and procedures for disposition and acquisition of properties. 2) Educate key stakeholders on the policies and procedures for the sale and leasing of City properties. 3) Realize the maximum value on all dispositions, acquisitions and leasehold properties. 4) Maintain an inventory of all city-owned land; including buildings, snippets and other parcels and align inventory list with Insurance Management and Public Works.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Sale of Surplus Properties	30	8	**10**
Renegotiate Existing Lease	N/A	N/A	**4**

Division Summary

Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1000 / 2500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
GSD - Administrative Services 250001						
Provide overall direction, management, leadership and communication for the General Services Department (GSD); conduct and/or coordinate GSD business functions; provide training and professional development to GSD employees; ensure all department funds are appropriately allocated and expended.	17.5	1,823,302	14.9	1,581,672	**9.7**	**1,342,097**
GSD - Property Management 250002						
Provide facility management services for 306 City facilities, totaling 8,029,708 sq.ft. of space, to include janitorial and ground maintenance; preventative maintenance of mechanical equipment; routine and emergency repairs of electrical, mechanical, plumbing, HVAC, structural and energy management systems; facility inspections; and ensuring life safety systems are operational.	170.2	21,903,230	157.9	21,081,112	**153.0**	**20,506,538**
GSD - Design & Construction 250003						
Provide CIP planning; manage the design and construction of City facilities for all city departments except Aviation, facilitate tenant improvements; manage construction and coordinate moves; track, monitor, and manage environmental contracts; civic art administration; provide in-house planning and design services and construction project management.	8.4	865,844	8.0	894,344	**5.5**	**836,362**
GSD - Energy Management 250004						
Represents actual cost billed by the Central Service Revolving Fund for fuel, electricity, natural gas consumption and all other restricted accounts; all communications and data services fees administrated by the Information Technology Department.	0.0	15,093,762	0.0	15,424,702	**0.0**	**16,306,722**
GSD - In-House Renovation 250005						
Provide overall management and administrative support for the In-House Renovation Group.	7.0	470,944	6.0	418,350	**4.0**	**328,056**
GSD - Security Management 250006						
Manage physical security of 350 facilities including closed circuit TV, access control and intrusion alarm systems; manages citywide security contracts; investigates City lost/stolen assets and processes over 37,000 access requests annually.	17.7	5,516,128	17.0	5,699,583	**16.0**	**4,627,281**

Division Summary

Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1000 / 2500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
GSD - Real Estate 250008						
Manage the acquisition, disposition and leasing of the City's real estate assets.	7.0	1,959,739	7.0	2,266,072	**6.0**	**2,033,761**
Total	227.8	47,632,949	210.8	47,365,835	**194.2**	**45,980,817**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1000 / 2500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	
ADMINISTRATIVE AIDE	10	1.0	0.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	4.0	3.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	4.0	2.0	(2.0)
ADMINISTRATIVE SPECIALIST	20	5.0	4.0	(1.0)
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
ASSISTANT ELECTRICAL SUPERVISOR	22	1.0	1.0	
ASSISTANT PROJECT MANAGER	20	1.0	0.0	(1.0)
ASSISTANT REAL ESTATE ANALYST	17	1.0	1.0	
ASSISTANT SUPERINTENDENT	20	5.0	3.0	(2.0)
BUILDING MAINTENANCE SUPERVISOR	13	6.0	6.0	
CARPENTER	14	12.0	11.0	(1.0)
CHIEF STATIONARY ENGINEER	19	7.0	7.0	
CONTRACT COMPLIANCE OFFICER	15	1.0	1.0	
CUSTODIAN	4	36.0	33.0	(3.0)
CUSTODIAN LEADER	8	1.0	1.0	
CUSTOMER SERVICE REP. I	13	3.0	3.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	2.0	
DEPUTY DIRECTOR (EXE LEV)	34	1.0	0.0	(1.0)
DIVISION MANAGER	29	7.0	5.0	(2.0)
DIVISION MANAGER (EXE LEV)	29	1.0	0.0	(1.0)
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	
ELECTRICIAN	18	10.0	8.0	(2.0)
EXECUTIVE STAFF ANALYST	30	1.3	1.3	
FINANCIAL ANALYST II	18	0.0	1.0	1.0
FINANCIAL ANALYST IV	25	1.0	1.0	
GENERAL SERVICES DIRECTOR	35	1.0	1.0	
GENERAL SUPERINTENDENT	21	1.0	0.0	(1.0)
GRADUATE ARCHITECT	22	1.0	1.0	
GROUNDSKEEPER	5	15.0	15.0	
HUMAN RESOURCES ASSISTANT	13	1.0	0.0	(1.0)
HUMAN RESOURCES TECHNICIAN	12	1.0	0.0	(1.0)
INSPECTOR	18	1.0	1.0	
INVENTORY MANAGEMENT CLERK	9	1.0	0.0	(1.0)
INVENTORY MANAGEMENT SUPERVISOR	17	1.0	0.0	(1.0)
LABORER	4	4.0	4.0	
LAN SPECIALIST	26	1.0	1.0	
MAINTENANCE MECHANIC I	8	4.0	3.0	(1.0)
MAINTENANCE MECHANIC II	12	1.0	1.0	
MAINTENANCE MECHANIC III	14	11.0	9.0	(2.0)
MAINTENANCE SUPERVISOR	16	5.0	4.0	(1.0)
MANAGEMENT ANALYST III	21	1.0	1.0	
OFFICE ASSISTANT	9	2.0	1.0	(1.0)
OFFICE SUPERVISOR	17	2.0	1.0	(1.0)
PAINTER	11	10.0	9.0	(1.0)
PLUMBER	14	3.0	3.0	
PROGRAMMER ANALYST IV	25	1.0	1.0	
PROJECT MANAGER	24	3.0	2.5	(0.5)
PUBLIC LOSS INVESTIGATOR	22	1.0	1.0	
REAL ESTATE MANAGER	29	1.0	1.0	
SENIOR CLERK	8	1.0	0.0	(1.0)
SENIOR FIXED ASSET SPECIALIST	17	1.0	1.0	

Business Area Roster Summary

Fund Name : **General Fund**
Business Area Name : **General Services**
Fund No./Bus Area No. : **1000 / 2500**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR HUMAN RESOURCES SPECIALIST	21	1.0	0.0	(1.0)
SENIOR INSPECTOR	22	1.0	0.0	(1.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	2.0	2.0	
SENIOR OFFICE ASSISTANT	12	2.0	2.0	
SENIOR PROJECT MANAGER	27	1.0	1.0	
SENIOR PUBLIC LOSS INVESTIGATOR	24	2.0	2.0	
SENIOR SUPERINTENDENT	27	1.0	0.0	(1.0)
STAFF ANALYST	26	3.0	3.0	
STATIONARY ENGINEER	14	18.0	17.0	(1.0)
SUPERINTENDENT	24	5.0	5.0	
TECHNICAL HARDWARE ANALYST I	17	2.0	2.0	
TECHNICAL HARDWARE ANALYST II	21	1.0	1.0	
TECHNICAL HARDWARE ANALYST III	23	1.0	1.0	
Total FTEs		**229.3**	**194.8**	**(34.5)**
Less adjustment for Civilian Vacancy Factor		**9.0**	**0.6**	**(8.4)**
Full-Time Equivalents		**220.3**	**194.2**	**(26.1)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1000 / 2500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2500020001	**GSD - Property Mgmnt**			
426430	Facility Rental Fees	47,844	7,974	**0**
443160	Vending Machine Concessions	204,000	218,173	**213,949**
452020	Recoveries & Refunds	0	116	**0**
490060	Transfer from Civic Center	396,294	206,818	**206,818**
Total	**GSD - Property Mgmnt**	**648,138**	**433,081**	**420,767**
2500020003	**GSD - Houston Permitting Center**			
424110	Other Interfund Services	0	0	**1,079,570**
2500020004	**GSD - Parking Management Facility**			
424110	Other Interfund Services	0	0	**86,870**
2500020005	**GSD - Facility Management**			
424110	Other Interfund Services	667,372	667,372	**658,495**
2500060001	**GSD - Security Management**			
424110	Other Interfund Services	886,900	886,900	**881,349**
2500060002	**GSD - Security - General Fund**			
490060	Transfer from Civic Center	0	171,444	**175,645**
2500080001	**GSD - Real Estate**			
426420	Building Space Rental Fees	597,729	600,404	**305,121**
426430	Facility Rental Fees	63,187	44,458	**44,458**
428060	Other Interest Income	0	224,384	**75,616**
434235	Sale of Capital Assets	0	200,000	**1,000,000**
434240	Sale of Capital Assets-Land/Streets	33,550,000	1,800,000	**9,650,000**
Total	**GSD - Real Estate**	**34,210,916**	**2,869,246**	**11,075,195**
Total	**General Services**	**36,413,326**	**5,028,043**	**14,377,891**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus. Area No. : 1000 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	9,386,777	8,723,302	8,723,299	**8,099,072**
500030	Salary Part Time - Civilian	2,148	0	0	**0**
500060	Overtime - Civilian	296,862	306,500	312,292	**280,000**
500090	Premium Pay - Civilian	32,178	30,000	30,000	**30,000**
500110	Bilingual Pay - Civilian	8,779	10,102	10,102	**2,712**
501070	Pension - Civilian	1,390,493	1,336,523	1,336,523	**1,457,841**
501120	Termination Pay - Civilian	154,288	97,710	97,710	**140,322**
501160	Vehicle Allowance - Civilian	7,736	8,432	8,432	**4,216**
502010	FICA - Civilian	715,060	697,358	697,357	**639,842**
503010	Health Ins-Act Civilian	1,545,441	1,494,109	1,494,109	**1,520,365**
503015	Basic Life Insurance - Active Civilian	5,524	5,434	5,434	**4,758**
503050	Health/Life Insurance - Retiree Civilian	3,202	0	0	**0**
503060	Long Term Disability-Civilian	18,417	18,565	18,565	**16,516**
503090	Workers Compensation-Civilian-Admin	41,455	45,856	45,856	**38,862**
503100	Workers Compensation-Civilian-Claim	163,011	183,523	183,523	**235,700**
504030	Unemployment Claims - Administration	16,390	18,567	18,567	**172,640**
Total	**Personnel Services**	**13,787,761**	**12,975,981**	**12,981,769**	**12,642,846**
511010	Chemical Gases & Special Fluids	6,986	9,000	9,000	**9,500**
511015	Cleaning & Sanitary Supplies	213,276	202,000	202,000	**203,000**
511020	Construction Materials	12,102	94,883	94,883	**84,479**
511025	Electrical Hardware & Parts	142,246	167,548	167,548	**155,549**
511030	Mechanical Hardware & Parts	89,718	79,314	79,314	**79,000**
511035	Meters Hydrants & Plumbing Supplies	31,434	56,000	56,000	**56,000**
511040	Audiovisual Supplies	7,555	12,015	12,015	**11,683**
511045	Computer Supplies	749	17,417	17,416	**17,416**
511050	Paper & Printing Supplies	0	3,556	3,555	**5,100**
511055	Publications & Printed Materials	133	1,729	1,729	**1,733**
511060	Postage	4,819	4,673	4,673	**3,900**
511070	Miscellaneous Office Supplies	89,292	57,892	57,891	**54,835**
511090	Medical & Surgical Supplies	517	0	0	**50**
511100	Veterinary & Animal Supplies	961	0	0	**0**
511110	Fuel	194,150	228,928	228,928	**220,614**
511115	Vehicle Repair & Maintenance Supplies	44,745	12,000	12,000	**12,000**
511120	Clothing	33,992	58,632	59,048	**11,000**
511125	Food Supplies	517	276	276	**300**
511145	Small Tools & Minor Equipment	28,322	79,982	79,981	**64,800**
511150	Miscellaneous Parts & Supplies	850,643	488,965	488,963	**443,766**
511165	Fire Fighting Equipment	2,482	13,152	13,152	**0**
Total	**Supplies**	**1,754,639**	**1,587,962**	**1,588,372**	**1,434,725**
520100	Temporary Personnel Services	54,544	30,731	31,035	**50,000**
520101	Janitorial Services	3,529,323	3,868,029	3,742,913	**2,694,886**
520102	Security Services	4,012,973	4,179,299	4,179,298	**3,117,435**
520108	Information Resource Services	245,888	187,817	188,029	**188,437**
520109	Medical Dental & Laboratory Services	3,012	4,500	4,500	**4,500**
520110	Management Consulting Services	18,152	82,560	82,560	**82,600**
520112	Banking Services	0	62	62	**0**
520114	Miscellaneous Support Services	58,480	87,587	87,586	**82,000**
520115	Real Estate Lease/Office Rental	1,229,963	1,501,223	1,501,223	**1,429,564**
520118	Refuse Disposal	489,522	458,620	396,294	**498,310**
520119	Computer Equipment/Software Maintenance	7,716	12,200	12,200	**12,200**
520120	Communications Equipment Services	54	0	0	**0**
520121	IT Application Svcs	35,912	12,300	32,300	**13,125**
520123	Vehicle & Motor Equipment Services	195,192	151,577	151,576	**137,200**
520124	Other Equipment Services	65,768	15,012	15,369	**15,581**
520125	Demolition Services	18,725	0	0	**0**
520126	Construction Site Work Services	(7,157)	22,189	22,189	**22,189**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : General Services
Fund No./Bus. Area No. : 1000 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520141	Engineering Services	39,075	7,305	7,305	**5,000**
520158	Computer Equipment Maintenance Services	0	11,985	11,985	**11,985**
520510	Mail/Delivery Services	286	24	24	**1,000**
520515	Print Shop Services	3,511	6,976	6,976	**7,000**
520520	Printing & Reproduction Services	17,226	22,160	22,160	**22,160**
520605	Advertising Services	37,345	32,752	32,752	**32,752**
520705	Insurance Fees	91,619	118,790	118,790	**142,521**
520765	Membership & Professional Fees	13,268	19,035	19,035	**18,590**
520805	Education & Training	4,818	14,853	14,853	**18,500**
520905	Travel - Training Related	2,347	1,000	1,000	**1,000**
520910	Travel - Non-Training Related	16,255	24,138	24,137	**24,137**
521405	Building Maintenance Services	5,118,954	5,027,908	5,269,934	**5,749,256**
521410	Sewer Services	903,690	652,170	652,170	**674,673**
521415	Land and Grounds Maintenance	405,326	507,114	452,529	**375,216**
521435	Water Services	8,038	4,500	4,500	**9,000**
521440	Steam/Chilled Water Services	768,442	700,000	700,000	**500,000**
521505	Electricity	12,872,697	11,587,340	11,587,340	**11,814,414**
521510	Natural Gas	853,978	745,501	745,501	**756,997**
521605	Data Services	9,703	13,257	13,257	**24,192**
521610	Voice Services	114,978	122,397	122,397	**118,226**
521620	Voice Equipment	861	11,823	11,823	**4,007**
521625	Voice Labor	5,262	15,487	15,487	**8,412**
521630	GIS Revolving Fund Services	0	9,730	9,730	**10,789**
521705	Vehicle/Equipment Rental/Lease	188	89	89	**100**
521715	Office Equipment Rental	17,035	18,798	18,798	**20,900**
521725	Other Rental	85,465	58,595	58,594	**44,417**
521730	Parking Space Rental	59,330	81,000	81,000	**81,000**
522305	Freight Charges	0	100	100	**100**
522430	Miscellaneous Other Services & Charges	464,401	207,830	207,167	**234,239**
522435	Interest Charges Past Due Accounts	16	0	0	**0**
522710	Interfund Utility Cut Repairs	0	500	500	**500**
522721	Interfund HR Client Services	0	147,729	147,729	**152,985**
522722	KRONOS Service Chargeback	0	0	0	**7,456**
522723	Drainage Fee Service Chargeback	0	0	0	**111,372**
522735	Interfund Communication Equipment Repair	13,500	6,250	6,250	**6,250**
522760	Interfund Billing & Collection Service	4,435	11,760	11,760	**12,260**
522780	Interfund Photo Copy Services	0	1,500	1,500	**1,500**
522795	Other Interfund Services	20,090	27,402	1,000	**1,000**
Total	**Other Services and Charges**	**31,910,206**	**30,831,504**	**30,825,306**	**29,351,933**
560210	Furniture Fixtures and Equipment	5,835	0	0	**0**
Total	**Equipment**	**5,835**	**0**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	2,634	102	102	**0**
551015	Non-Capital Computer Equipment	4,889	0	0	**0**
551030	Non-Capital Machinery & Equipment	18,226	0	0	**0**
551040	Non-Capital Other	7,500	0	0	**0**
Total	**Non-Capital Equipment**	**33,249**	**102**	**102**	**0**
531145	Transfers for Interest	42,812	0	0	**0**
532020	Transfers to Capital Projects	0	1,905,479	1,905,479	**2,551,313**
532120	Transfer to Fleet/Eq	98,447	64,807	64,807	**0**
Total	**Debt Service and Other Uses**	**141,259**	**1,970,286**	**1,970,286**	**2,551,313**
	Grand Total Expenditures	**47,632,949**	**47,365,835**	**47,365,835**	**45,980,817**

PLANNING AND DEVELOPMENT

Department Description and Mission

The mission of the Planning and Development Department is to work with tools to provide community sustainability, development and the City's Geographical Information System (GIS).

Department Short Term Goals:

o Continue to amend ordinances and polices as a result of the Planning Commission.
o Develop a multi-model mobility plan.
o Conduct community toolbox conference and related ordinances.

Department Long Term Goals:

o Initiate/implement a regional addressing data sharing/exchange protocol/services.
o Create seamless link between Development Review Coordination (DRC) and the Integrated Land Management System (ILMS) to better monitor development projects and provide improved public information.
o Integrate popular mapping team data requests into My City web services and tools.

The following briefly describes the function of each Section in the Planning and Development Department:

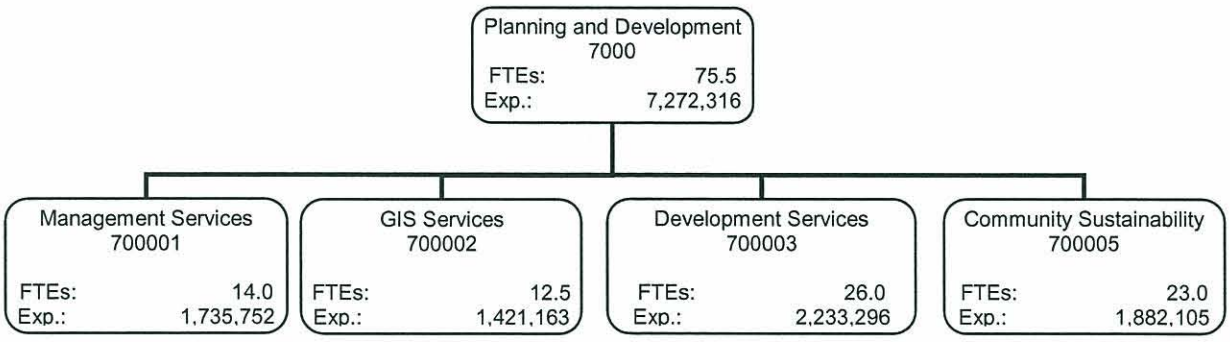
The Management Services Section support core functions of the Planning Department by providing internal administrative, financial and management support.

The Geographical Information Systems Services (GIS) Section serves the geospatial needs of the City of Houston across departments and among all staff and citizens.

The Development Services Section reviews development proposals for compliance with Houston's land development codes, (Chapter 42, towers, parking, landscaping, etc.) provides analysis, forecasting and the development of alternatives for moving people and goods through transportation planning.

The Community Sustainability Section facilitates the long term sustainability of Houston through community maintenance and development tools.

Department Organization



Business Area Budget Summary

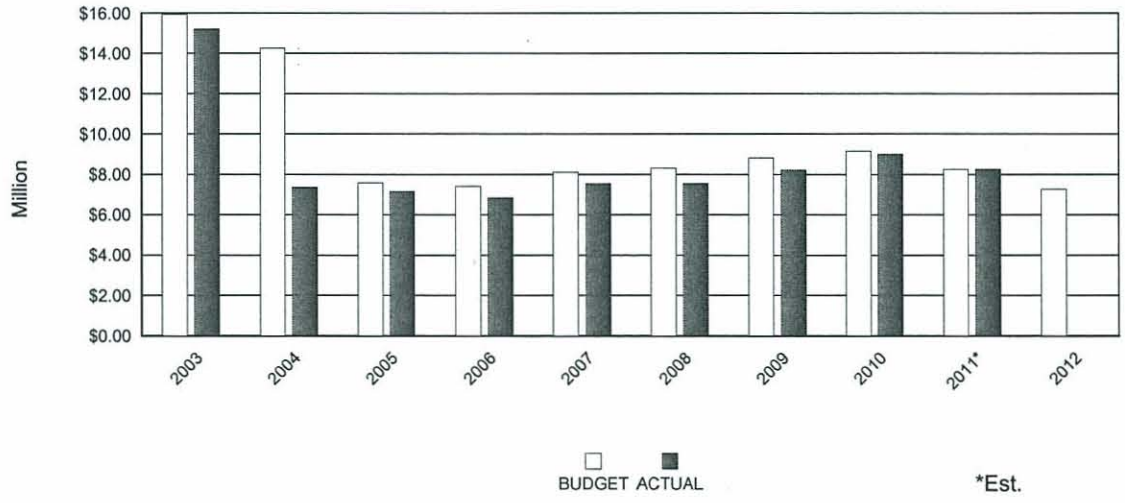
Fund Name : General Fund
Business Area Name : Planning & Development
Fund No./Bus. Area No. : 1000 / 7000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	7,840,625	7,556,030	7,536,347	**6,615,903**
	Supplies	61,052	53,708	65,708	**77,351**
	Other Services and Charges	1,076,282	630,751	638,434	**579,062**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	2,666	0	0	**0**
	Total M & O Expenditures	8,980,625	8,240,489	8,240,489	**7,272,316**
	Debt Service & Other Uses	4,701	4,701	4,701	**0**
	Total Expenditures	8,985,326	8,245,190	8,245,190	**7,272,316**
Revenues		2,453,434	2,013,750	2,541,214	**3,871,561**
Staffing	Full-Time Equivalents - Civilian	107.0	101.1	93.4	**75.5**
	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	107.0	101.1	93.4	**75.5**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o Continued development of an Enterprise Geographical Information System (EGIS), with focus on support of current applications and data.
- o Development and implementation of the improved Development Review Coordination (DRC) System, with the goal of making platting information more accessible to the public, streamlining work, and tying into our EGIS.
- o Preserve and stabilize communities.
- o Facilitate decision-making by providing recommendations through data collection, research and analysis in a variety of disciplines, including but not limited to demographic, statistical, financial, market and legal analysis, and collaboration with internal and external sources.

Planning & Development
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1000 / 7000

Name: PD-Management Services Group -- 700001

Mission: To support the core functions of the Planning Department by providing internal administrative, financial and managerial support. The Division supports the mission of the Department by providing the public with access to resources, information, and addressing public requests on a timely basis while also striving to ensure a high level of customer service.

Goal: To provide the public and department access to resources and information on a timely basis while striving to ensure a high level of customer service.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
HR, finance, accounting, and administrative support	100%	100%	**100%**

Name: PD-GIS Services Group -- 700002

Mission: To serve the Geographic Information Systems (GIS) and geospatial needs of the City of Houston across departments and among all staff and citizens.

Goal: Continue improvement of jurisdictional boundaries, industrial districts, addresses and street centerlines. Establish regional standard for addressing. Support GIS mapping and analysis products for other departments and the public.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Addressing assignment	0	5000	**10,000**
Citywide tech. training	6	6	**6**
GIS infrastrure upgrade and maintenance	100%	100%	**100%**

Name: PD-Development Services Group -- 700003

Mission: To review development proposals for compliance with Houston's land development codes, (Chapter 42, towers, parking, landscaping, and etc.) and provide analysis, forecasting and the development of alternatives for moving people and goods through transportation planning.

Goal: Enhance service to the land development community by improving on-line communication capabilities between applicants and city/agency reviewers. Continue to play a major role in solving mobility issues in Houston and its Extra Territorial Jurisdiction (ETJ) by strengthing partnerships with numerous public and private regional agencies.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Development plats	840	763	**763**
Subdivision plats	1,638	1,400	**1,400**
Plats recorded	850	1,400	**1,400**
Coordinate transportation plan, Phase I	N/A	N/A	**Jan. 2012**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1000 / 7000

Name: PD-Planning Services Group -- 700004

Mission: Due to reorganization, this section is moved to 700005 in FY2012.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: PD-Comm Sustainability -- 700005

Mission: To facilitate the long-term stability of Houston through community sustainability tools.

Goal: Improve accuracy in Strategic Partnership Agreement (SPA) collections, develop improved tools for stabilizing the Houston community and inform the community of the available tools.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
New SPAs/Adm. existing SPA	202	231	**265**
Annex/Dis-annex analysis	4	3	**3**
Community tools	N/A	N/A	**40**
Tool box conference	N/A	N/A	**1**
Mkt. Anly/Special district	1	1	**10**

Division Summary

Fund Name : General Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1000 / 7000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
PD-Management Services Group 700001						
To support the core functions of the Planning Department by providing internal administrative, financial and managerial support. The Division supports the mission of the Department by providing the public with access to resources, information, and addressing public requests on a timely basis while also striving to ensure a high level of customer service.	18.0	1,815,026	14.6	1,588,267	**14.0**	**1,735,752**
PD-GIS Services Group 700002						
To serve the GIS and geospatial needs of the City of Houston across departments and among all staff and citizens.	20.1	1,612,546	15.2	1,632,415	**12.5**	**1,421,163**
PD-Development Services Group 700003						
To review development proposals for compliance with Houston's land development codes, (Chapter 42, towers, parking, landscaping, and etc.) and provide analysis, forecasting & the development of alternatives for moving people & goods through transportation planning.	61.9	4,458,917	58.0	4,347,187	**26.0**	**2,233,296**
PD-Planning Services Group 700004						
Due to reorganization, this section is moved to 700005 in FY2012.	7.0	1,098,837	5.6	677,321	**0.0**	**0**
PD-Comm Sustainability 700005						
To facilitate the long-term stability of Houston through community sustainability tools.	0.0	0	0.0	0	**23.0**	**1,882,105**
Total	107.0	8,985,326	93.4	8,245,190	**75.5**	**7,272,316**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1000 / 7000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	1.0	1.0	
ACCOUNTANT MANAGER	27	1.0	1.0	
ADMINISTRATION MANAGER	26	5.0	4.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	2.0	2.0	
ADMINISTRATIVE ASSOCIATE	13	3.0	0.0	(3.0)
ADMINISTRATIVE COORDINATOR	24	3.0	2.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	4.0	2.0	(2.0)
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	2.0	
ASSOCIATE PLANNER	13	2.0	2.0	
CUSTOMER SERVICE REP. III	16	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	1.0	
DEPUTY DIRECTOR-PLANNING	35	2.0	1.0	(1.0)
DIVISION MANAGER	29	2.0	2.0	
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
EXECUTIVE STAFF ANALYST	30	1.0	1.0	
FINANCIAL ANALYST II	18	1.0	1.0	
GIS ANALYST	20	3.0	3.0	
GIS MANAGER	29	1.0	1.0	
GIS SUPERVISOR	26	2.5	1.5	(1.0)
GIS TECHNICIAN	12	1.0	0.0	(1.0)
PLAN ANALYST	14	4.0	2.0	(2.0)
PLAN ANALYST SUPERVISOR	22	1.0	0.0	(1.0)
PLANNER	16	18.0	13.0	(5.0)
PLANNER LEADER	24	7.0	6.0	(1.0)
PLANNING DIRECTOR	36	1.0	1.0	
PROJECT TECHNICIAN IV	20	1.0	0.0	(1.0)
SENIOR ACCOUNTANT	20	1.0	1.0	
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	0.0	(1.0)
SENIOR COMMUNITY LIAISON	23	1.0	0.0	(1.0)
SENIOR GIS ANALYST	24	3.0	3.0	
SENIOR GIS TECHNICIAN	17	4.0	2.0	(2.0)
SENIOR PLAN ANALYST	18	1.0	0.0	(1.0)
SENIOR PLANNER	20	12.0	11.0	(1.0)
SENIOR STAFF ANALYST	28	2.0	2.0	
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
STAFF ANALYST	26	3.0	3.0	
WEB DESIGNER	21	1.0	1.0	
Total FTEs		**101.5**	**75.5**	**(26.0)**
Less adjustment for Civilian Vacancy Factor		**0.4**	**0.0**	**(0.4)**
Full-Time Equivalents		**101.1**	**75.5**	**(25.6)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1000 / 7000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
7000010001	**PD-Management Services**			
428080	Returned Check Charges	100	100	**100**
434505	Prior Year Expenditure Recovery	0	169	**0**
434510	Prior Year Revenue	0	100	**0**
452020	Recoveries & Refunds	50	0	**50**
452030	Miscellaneous Revenue	3,250	4,045	**3,250**
Total	**PD-Management Services**	**3,400**	**4,414**	**3,400**
7000020001	**GIS Services**			
426290	Other Service Charges	3,000	3,000	**3,000**
426320	City Maps & Related Items	1,450	1,200	**1,450**
452030	Miscellaneous Revenue	0	0	**200,000**
Total	**GIS Services**	**4,450**	**4,200**	**204,450**
7000030001	**Development Services**			
421290	Tower Application Review Fee	1,600	2,600	**4,620**
421630	Administrative Fee - Licenses & Permits	0	28,000	**72,700**
426020	Hazardous Materials Permit	1,500	1,000	**1,000**
426070	Hotel & Motel Ordinance	2,800	1,000	**1,200**
426250	Platting Fees	2,000,000	2,500,000	**3,584,191**
Total	**Development Services**	**2,005,900**	**2,532,600**	**3,663,711**
Total	**Planning & Development**	**2,013,750**	**2,541,214**	**3,871,561**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Planning & Development
Fund No./Bus. Area No. : 1000 / 7000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	5,792,938	5,506,587	5,545,455	**4,571,232**
500030	Salary Part Time - Civilian	27,312	0	0	**0**
500060	Overtime - Civilian	142	0	117	**0**
500090	Premium Pay - Civilian	240	0	0	**0**
500110	Bilingual Pay - Civilian	8,096	8,132	8,201	**7,230**
501070	Pension - Civilian	858,542	855,409	857,573	**822,823**
501120	Termination Pay - Civilian	71,220	95,385	71,982	**90,000**
501160	Vehicle Allowance - Civilian	7,738	4,216	4,216	**4,216**
502010	FICA - Civilian	431,229	420,987	400,343	**348,576**
503010	Health Ins-Act Civilian	606,175	627,942	612,232	**559,076**
503015	Basic Life Insurance - Active Civilian	3,376	3,456	3,234	**2,707**
503050	Health/Life Insurance - Retiree Civilian	405	0	0	**0**
503060	Long Term Disability-Civilian	7,907	8,598	7,757	**6,421**
503090	Workers Compensation-Civilian-Admin	18,543	21,241	21,160	**15,109**
503100	Workers Compensation-Civilian-Claim	1,029	500	500	**3,000**
504030	Unemployment Claims - Administration	5,733	3,577	3,577	**185,513**
Total	**Personnel Services**	**7,840,625**	**7,556,030**	**7,536,347**	**6,615,903**
511040	Audiovisual Supplies	475	0	0	**0**
511045	Computer Supplies	21,366	15,000	27,000	**15,000**
511055	Publications & Printed Materials	1,179	0	0	**0**
511060	Postage	16,052	20,655	20,655	**35,816**
511070	Miscellaneous Office Supplies	18,577	14,453	14,453	**22,935**
511110	Fuel	2,751	3,600	3,600	**3,600**
511150	Miscellaneous Parts & Supplies	652	0	0	**0**
Total	**Supplies**	**61,052**	**53,708**	**65,708**	**77,351**
520105	Accounting & Auditing Services	1,448	1,350	1,350	**1,350**
520107	Computer Info/Contr	1,553	2,500	2,500	**2,438**
520109	Medical Dental & Laboratory Services	311	500	500	**500**
520110	Management Consulting Services	520,194	30,000	30,000	**0**
520112	Banking Services	1,557	1,700	1,700	**1,000**
520114	Miscellaneous Support Services	43,448	65,400	65,400	**800**
520116	Parking Services Contract	24,000	26,000	27,552	**27,552**
520119	Computer Equipment/Software Maintenance	356	2,934	2,934	**2,934**
520121	IT Application Svcs	38,473	61,500	61,500	**37,333**
520123	Vehicle & Motor Equipment Services	5,458	3,500	3,500	**3,500**
520510	Mail/Delivery Services	211	200	200	**200**
520515	Print Shop Services	4,730	3,942	3,942	**3,942**
520605	Advertising Services	3,342	3,100	3,100	**3,100**
520705	Insurance Fees	1,263	1,824	1,823	**1,400**
520740	Document Recording/Filing Fees	4,528	5,000	5,000	**5,000**
520765	Membership & Professional Fees	9,299	0	0	**0**
520805	Education & Training	3,378	0	0	**0**
520815	Tuition Reimbursement	4,050	0	0	**0**
520905	Travel - Training Related	20,827	0	140	**0**
520910	Travel - Non-Training Related	1,438	0	1,158	**0**
521605	Data Services	25,618	36,841	36,841	**53,761**
521610	Voice Services	33,388	25,857	25,857	**25,847**
521620	Voice Equipment	0	1,467	1,467	**464**
521625	Voice Labor	2,745	4,848	4,848	**3,010**
521630	GIS Revolving Fund Services	0	256,452	256,452	**228,386**
521715	Office Equipment Rental	24,447	25,140	25,140	**25,117**
521730	Parking Space Rental	25,538	23,596	25,702	**13,352**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Planning & Development**
Fund No./Bus. Area No. : **1000 / 7000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
522205	Metro Commuter Passes	100	0	0	**0**
522430	Miscellaneous Other Services & Charges	12,732	11,100	13,828	**8,100**
522721	Interfund HR Client Services	0	0	0	**51,926**
522722	KRONOS Service Chargeback	0	0	0	**3,515**
522780	Interfund Photo Copy Services	43,028	36,000	36,000	**36,000**
522795	Other Interfund Services	218,822	0	0	**0**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**38,535**
Total	**Other Services and Charges**	**1,076,282**	**630,751**	**638,434**	**579,062**
551015	Non-Capital Computer Equipment	2,666	0	0	**0**
Total	**Non-Capital Equipment**	**2,666**	**0**	**0**	**0**
532120	Transfer to Fleet/Eq	4,701	4,701	4,701	**0**
Total	**Debt Service and Other Uses**	**4,701**	**4,701**	**4,701**	**0**
	Grand Total Expenditures	**8,985,326**	**8,245,190**	**8,245,190**	**7,272,316**


CITY OF HOUSTON
TEXAS

PUBLIC WORKS AND ENGINEERING

Department Description and Mission

The Resource Management Division is responsible for the Traffic Signal and Street Light electricity costs and associated debt.

The Planning & Development Division (Real Estate Branch) is responsible for processing the sale of streets, alleys, and easements through the Joint Referral Committee (JRC).

Street & Drainage (formerly known as Right-of-Way Division), Traffic Operations (formerly known as Traffic & Transportation Division), Management Support (formerly known as Human Resources) and Information Technology Divisions were moved to the Dedicated Drainage and Street Renewal Fund (Fund 2310) in FY2012.

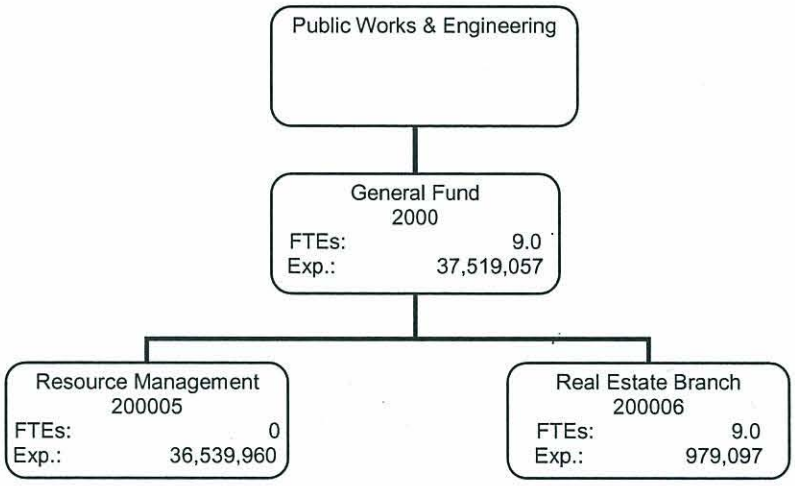
Department Short Term Goals

- Implement streamlined easement abandonment process.
- Generate revenues related to the Sale of Streets and Easements.
- Timely processing of JRC transaction activities assigned to the department.

Department Long Term Goals

- Continue to convert paper reports and records to scanned and electronic media.
- Continue to track progress and effectiveness of the new appraiser selection process for sales of City land/interests.

Department Organization



Business Area Budget Summary

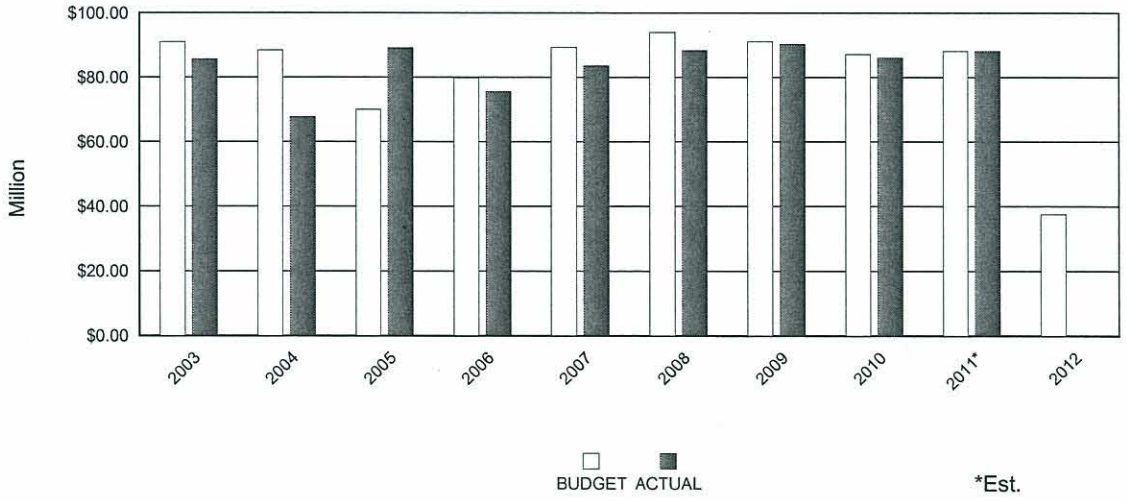
Fund Name : General Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1000 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	28,180,762	29,033,573	28,408,268	**739,620**
	Supplies	11,720,465	11,936,879	12,803,056	**12,200**
	Other Services and Charges	44,316,745	44,260,348	44,011,656	**34,948,537**
	Equipment	0	30,000	37,820	**0**
	Non-Capital Equipment	12,538	51,368	51,368	**0**
	Total M & O Expenditures	84,230,510	85,312,168	85,312,168	**35,700,357**
	Debt Service & Other Uses	1,803,891	2,898,203	2,898,203	**1,818,700**
	Total Expenditures	86,034,401	88,210,371	88,210,371	**37,519,057**
Revenues		39,091,924	53,052,355	52,662,894	**3,672,300**
Staffing	Full-Time Equivalents - Civilian	498.5	502.1	472.2	**9.0**
	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	498.5	502.1	472.2	**9.0**
	Full-Time Equivalents - Overtime	30.5	30.4	34.5	**0.0**

Significant Budget Changes and Highlights

- o Right of Way, Traffic Operations, Information Technology, and Management Support Divisions were moved to the Dedicated Drainage and Street Renewal Fund (2310) in FY2012.
- o Planning and Development Division will continue to track progress and effectiveness of the appraisal selection process for sale of City land/interest in cooperation with the General Services Department.
- o Resource Management Division budget of $36.5M includes: $34.7M for Street Light and Traffic Signal electricity, debt services associated with the LED Traffic Signal project and other equipment of $1.8M, and the payment of the Buffalo Bayou maintenance contracts of $30,000.

Public Works & Engineering
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1000 / 2000

Name: Right of Way Maintenance -- 200001

Mission: Manages various areas, such as street maintenance and resurfacing, bridge maintenance and replacement and concrete repair. This function was moved to Fund 2310, the new Dedicated Drainage and Street Renewal Fund, in FY2012.

Goal: See Fund 2310 for the FY2012 Goal.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Programs managed	100%	100%	**N/A**
Pothole & skin patch (tns)	16,000	16,000	**N/A**
Overlay (lane miles)	193	140	**N/A**
Work order completed	4,900	5,350	**N/A**

Name: Traffic Operations -- 200002

Mission: Improve quality of life for the citizens within the City of Houston by installation, maintenance of various types of pavement marking and signals associated with traffic control and pedestrian safety. This function was moved to Fund 2310, the new Dedicated Drainage and Street Renewal Fund, in FY2012.

Goal: See Fund 2310 for the FY2012 Goal.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Traffic investigations	2,700	2,800	**N/A**
Permits issued	5,630	6,210	**N/A**
Lighting fixtures relamped	16,010	15,000	**N/A**

Name: Resource Management -- 200005

Mission: Pay the electricity, debt service and other costs.

Goal: Report utility cost billed by General Services Department.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Program supported	100%	100%	**100%**
New street lights authorized	550	650	**700**

Division Mission and Performance Measures

Fund Name : **General Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **1000 / 2000**

Name: Planning and Development -- 200006

Mission: Track progress and effectiveness of the new appraiser selection process for sales of City land and interests in cooperation with the General Services Department.

Goal: Generate revenue; process JRC transaction activities assigned to the department timely.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Street/Land sale revenues	$3,574,884	$450,000	**$2,900,000**

Name: Information Technology Group -- 200008

Mission: Construct and maintain the most innovative, reliable and cost-effective technological solutions available for the public infrastructure systems and administration of the Department of Public Works & Engineering, while providing users with secured data, prompt response and high availability. This function was moved to Fund 2310, the new Dedicated Drainage and Street Renewal Fund, in FY2012.

Goal: See Fund 2310 for the FY2012 Goal.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Server availability down time less than 1%	99%	99%	**N/A**
Mainframe system avail. downtime less than 1%	99%	99%	**N/A**

Name: Management Support Branch -- 200009

Mission: Provide professional services to employees in the areas of health and safety, respond and support in emergencies created by natural or man-made disasters. This function was moved to Fund 2310, the new Dedicated Drainage and Street Renewal Fund, in FY2012.

Goal: See Fund 2310 for the FY2012 Goal.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Employees trained	1,986	2,000	**N/A**
Crew surveys	1,796	2,396	**N/A**
Facility inspections	95	115	**N/A**
Accident investigations	100%	100%	**N/A**
Tailgates	12,356	14,000	**N/A**

Division Summary

Fund Name : General Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1000 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Right of Way Maintenance 200001						
This division moved to the new Dedicated Drainage and Street Renewal Fund (Fund 2310) in FY2012.	302.6	30,929,762	281.3	31,919,179	**0.0**	**0**
Traffic Operations 200002						
This division moved to the new Dedicated Drainage and Street Renewal Fund (Fund 2310) in FY2012.	183.7	17,391,292	176.4	17,375,369	**0.0**	**0**
Resource Management 200005						
Pay the electricity, debt service and other costs.	0.1	36,473,710	0.0	37,333,209	**0.0**	**36,539,960**
Planning and Development 200006						
Sell City-owned properties and interests. Handle all matters pertaining to the abandonment, sale and/or exchange of streets, alleys or easements. Handle all matters pertaining to granting of building encroachments into streets and alleys.	10.4	1,086,719	8.8	1,028,451	**9.0**	**979,097**
Information Technology Group 200008						
This division moved to the new Dedicated Drainage and Street Renewal Fund (Fund 2310) in FY2012.	0.0	0	3.9	411,491	**0.0**	**0**

Division Summary

Fund Name : General Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1000 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Management Support Branch 200009						
This division moved to the new Dedicated Drainage and Street Renewal Fund (Fund 2310) in FY2012.	1.7	152,918	1.8	142,672	**0.0**	**0**
Total	498.5	86,034,401	472.2	88,210,371	**9.0**	**37,519,057**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1000 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	1.0	0.0	(1.0)
ADMINISTRATION MANAGER	26	2.0	0.0	(2.0)
ADMINISTRATIVE AIDE	10	4.0	0.0	(4.0)
ADMINISTRATIVE ASSISTANT	17	11.0	1.0	(10.0)
ADMINISTRATIVE ASSOCIATE	13	12.0	1.0	(11.0)
ADMINISTRATIVE COORDINATOR	24	2.0	0.0	(2.0)
ADMINISTRATIVE SPECIALIST	20	2.0	0.0	(2.0)
ADMINISTRATIVE SUPERVISOR	22	4.0	0.0	(4.0)
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	0.0	(2.0)
ASSISTANT ELECTRICAL SUPERVISOR	22	1.0	0.0	(1.0)
ASSISTANT REAL ESTATE ANALYST	17	2.0	1.0	(1.0)
ASSISTANT REAL ESTATE MANAGER	26	1.0	1.0	
BUYER	16	1.0	0.0	(1.0)
CARPENTER	14	4.0	0.0	(4.0)
CEMENT FINISHER	11	3.0	0.0	(3.0)
CEMENT FINISHER SUPERVISOR	15	2.0	0.0	(2.0)
CONTRACT ADMINISTRATOR	22	1.0	0.0	(1.0)
CUSTODIAN	4	1.0	0.0	(1.0)
CUSTOMER SERVICE REP. I	13	2.0	0.0	(2.0)
CUSTOMER SERVICE REP. II	15	2.0	0.0	(2.0)
CUSTOMER SERVICE REP. III	16	1.0	0.0	(1.0)
CUSTOMER SERVICE SUPERVISOR	18	2.0	0.0	(2.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	0.0	(1.0)
DEPUTY DIRECTOR (EXE LEV)	34	1.0	0.0	(1.0)
DEPUTY DIRECTOR-PUBLIC WORKS	36	1.0	0.0	(1.0)
ELECTRICAL ESTIMATOR	23	3.0	0.0	(3.0)
ELECTRICAL SUPERVISOR	24	1.0	0.0	(1.0)
ELECTRICIAN	18	31.0	0.0	(31.0)
ENGINEER	26	2.0	0.0	(2.0)
EQUIPMENT WORKER	13	91.0	0.0	(91.0)
FIELD SUPERVISOR	17	29.0	0.0	(29.0)
GENERAL SUPERINTENDENT	21	1.0	0.0	(1.0)
GRADUATE ENGINEER	22	7.0	0.0	(7.0)
INSPECTOR	18	5.0	0.0	(5.0)
INSTRUMENT PERSON	11	1.0	0.0	(1.0)
IRON WORKER	13	3.0	0.0	(3.0)
LABORER	4	89.0	0.0	(89.0)
MANAGEMENT ANALYST II	18	1.0	0.0	(1.0)
MANAGEMENT ANALYST III	21	1.0	0.0	(1.0)
MESSENGER	6	1.0	0.0	(1.0)
PAINTER	11	4.0	0.0	(4.0)
PAVING ASSESSMENT SPECIALIST	16	2.0	0.0	(2.0)
PROCUREMENT SPECIALIST	24	1.0	0.0	(1.0)
PROJECT MANAGER	24	4.0	0.0	(4.0)
PROJECT TECHNICIAN III	17	3.0	0.0	(3.0)
PROJECT TECHNICIAN IV	20	3.0	0.0	(3.0)
PUBLIC WORKS MAINTENANCE MANAGER	29	5.0	0.0	(5.0)
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	9.0	0.0	(9.0)
REAL ESTATE ANALYST	20	2.0	2.0	
REAL ESTATE MANAGER	29	1.0	1.0	
SAFETY SUPERVISOR	24	2.0	0.0	(2.0)
SEMI-SKILLED LABORER	6	26.0	0.0	(26.0)

Business Area Roster Summary

Fund Name : **General Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **1000 / 2000**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR BUYER	22	1.0	0.0	(1.0)
SENIOR DATA ENTRY OPERATOR	12	1.0	0.0	(1.0)
SENIOR DISPATCHER	12	7.0	0.0	(7.0)
SENIOR INSPECTOR	22	3.0	0.0	(3.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	3.0	0.0	(3.0)
SENIOR PAYROLL CLERK	13	2.0	0.0	(2.0)
SENIOR PROJECT MANAGER	27	3.0	0.0	(3.0)
SENIOR REAL ESTATE ANALYST	24	2.0	2.0	
SENIOR TRAFFIC ANALYST	13	7.0	0.0	(7.0)
SIGN PROCESSOR	9	6.0	0.0	(6.0)
STAFF ANALYST	26	1.0	0.0	(1.0)
STATISTICAL ANALYST	17	1.0	0.0	(1.0)
STUDENT INTERN II	10	3.0	0.0	(3.0)
SUPERVISING ENGINEER	29	5.0	0.0	(5.0)
SYSTEMS CONSULTANT	26	1.0	0.0	(1.0)
SYSTEMS SUPPORT ANALYST II	19	1.0	0.0	(1.0)
TECHNICAL HARDWARE ANALYST I	17	13.0	0.0	(13.0)
TECHNICAL HARDWARE ANALYST II	21	7.0	0.0	(7.0)
TECHNICAL HARDWARE ANALYST III	23	2.0	0.0	(2.0)
TRAFFIC ANALYST	7	2.0	0.0	(2.0)
TRAFFIC SIGNAL SUPERVISOR	22	6.0	0.0	(6.0)
TRUCK DRIVER	6	47.0	0.0	(47.0)
UTILITY WORKER	12	2.0	0.0	(2.0)
Total FTEs		**520.0**	**9.0**	**(511.0)**
Less adjustment for Civilian Vacancy Factor		**17.9**	**0.0**	**(17.9)**
Full-Time Equivalents		**502.1**	**9.0**	**(493.1)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1000 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000010003	**PWE - Street Resurfacing**			
422150	Intergovernmental Revenue - Metro	31,130,305	31,130,305	**0**
424110	Other Interfund Services	0	1,400,000	**0**
434335	Recover Damage-Infrastructure	29,000	29,000	**0**
434515	Street Milling Sale Earnings	800,000	900,000	**0**
Total	**PWE - Street Resurfacing**	**31,959,305**	**33,459,305**	**0**
2000020003	**PWE - Signs and Marking Maintenance**			
421400	Miscellaneous Sign Fees	84,550	20,000	**0**
434335	Recover Damage-Infrastructure	36,300	70,416	**0**
Total	**PWE - Signs and Marking Maintenance**	**120,850**	**90,416**	**0**
2000020004	**PWE - Signal Maintenance**			
422150	Intergovernmental Revenue - Metro	16,490,600	16,490,600	**0**
426290	Other Service Charges	99,550	99,550	**0**
426390	Misc. Services to Other Agencies	420,000	385,810	**0**
434205	Sale of Scrap Metal	2,500	15,000	**0**
Total	**PWE - Signal Maintenance**	**17,012,650**	**16,990,960**	**0**
2000020005	**PWE - Signal Engineering & Operations**			
452020	Recoveries & Refunds	653,700	615,763	**0**
2000020007	**PWE - Mobility Permitting**			
421310	Mobility Permits	695,000	900,000	**0**
2000050031	**PWE - Utility Management**			
452020	Recoveries & Refunds	0	0	**615,800**
2000060009	**PWE - Land Disposition**			
426420	Building Space Rental Fees	0	12,720	**12,700**
426430	Facility Rental Fees	0	32,880	**32,900**
434240	Sale of Capital Assets-Land/Streets	2,500,000	450,000	**2,900,000**
457010	Interfund Land Acquisition	110,850	110,850	**110,900**
Total	**PWE - Land Disposition**	**2,610,850**	**606,450**	**3,056,500**
Total	**Public Works & Engineering**	**53,052,355**	**52,662,894**	**3,672,300**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1000 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	18,521,466	19,048,546	18,327,654	**521,448**
500060	Overtime - Civilian	1,247,360	1,511,375	1,690,931	**0**
500090	Premium Pay - Civilian	104,104	129,611	101,023	**0**
500110	Bilingual Pay - Civilian	7,213	5,424	6,180	**0**
501050	Employee Awards	802	2,500	3,000	**0**
501070	Pension - Civilian	2,718,793	2,750,800	2,787,024	**93,859**
501120	Termination Pay - Civilian	209,119	98,695	116,554	**5,000**
501160	Vehicle Allowance - Civilian	4,054	8,410	7,200	**0**
502010	FICA - Civilian	1,471,822	1,586,824	1,464,821	**39,890**
503010	Health Ins-Act Civilian	3,323,269	3,254,013	3,346,432	**74,179**
503015	Basic Life Insurance - Active Civilian	10,675	11,159	9,514	**305**
503050	Health/Life Insurance - Retiree Civilian	2,026	0	2,899	**0**
503060	Long Term Disability-Civilian	41,105	42,726	38,996	**773**
503090	Workers Compensation-Civilian-Admin	93,741	105,540	102,334	**1,816**
503100	Workers Compensation-Civilian-Claim	338,357	460,374	351,254	**2,000**
504030	Unemployment Claims - Administration	86,856	17,576	52,452	**350**
Total	**Personnel Services**	**28,180,762**	**29,033,573**	**28,408,268**	**739,620**
511010	Chemical Gases & Special Fluids	23,451	27,600	29,823	**0**
511015	Cleaning & Sanitary Supplies	31,358	31,300	30,200	**0**
511020	Construction Materials	8,551,618	8,939,351	9,841,801	**0**
511025	Electrical Hardware & Parts	1,213,547	905,320	1,049,737	**0**
511030	Mechanical Hardware & Parts	625	1,600	1,650	**0**
511035	Meters Hydrants & Plumbing Supplies	2,985	0	0	**0**
511040	Audiovisual Supplies	0	500	500	**0**
511045	Computer Supplies	15,503	43,615	43,415	**7,500**
511050	Paper & Printing Supplies	22,072	20,850	14,850	**1,200**
511055	Publications & Printed Materials	4,068	4,650	2,400	**300**
511060	Postage	3,353	3,700	3,638	**400**
511070	Miscellaneous Office Supplies	67,017	51,550	59,450	**2,500**
511085	Drugs & Medical Chemicals	0	500	500	**0**
511090	Medical & Surgical Supplies	10,942	6,800	6,600	**0**
511095	Small Technical & Scientific Equipment	6,034	2,000	500	**0**
511110	Fuel	1,121,314	1,417,800	1,295,300	**300**
511115	Vehicle Repair & Maintenance Supplies	24,711	34,786	28,286	**0**
511120	Clothing	140,126	116,340	123,156	**0**
511125	Food Supplies	20,357	15,800	15,800	**0**
511140	Landscaping & Gardening Supplies	7,111	8,700	8,700	**0**
511145	Small Tools & Minor Equipment	147,424	115,317	53,450	**0**
511150	Miscellaneous Parts & Supplies	306,705	188,800	193,300	**0**
511165	Fire Fighting Equipment	144	0	0	**0**
Total	**Supplies**	**11,720,465**	**11,936,879**	**12,803,056**	**12,200**
520100	Temporary Personnel Services	25,276	21,100	24,300	**0**
520101	Janitorial Services	20,130	19,800	19,800	**0**
520107	Computer Info/Contr	160,406	96,000	91,988	**30,000**
520108	Information Resource Services	28,241	24,500	24,500	**0**
520109	Medical Dental & Laboratory Services	8,677	13,075	12,875	**300**
520110	Management Consulting Services	31,334	30,800	35,800	**30,000**
520111	Real Estate Services	179,426	449,726	250,000	**173,300**
520114	Miscellaneous Support Services	29,317	10,100	35,917	**0**
520118	Refuse Disposal	226,426	207,500	212,500	**0**
520119	Computer Equipment/Software Maintenance	30,558	35,600	35,100	**500**
520121	IT Application Svcs	240,122	269,213	244,415	**2,131**
520123	Vehicle & Motor Equipment Services	3,374,760	3,790,295	3,600,795	**500**
520124	Other Equipment Services	7,371	16,800	8,000	**0**
520126	Construction Site Work Services	11,225	22,500	22,500	**0**
520141	Engineering Services	14,165	82,000	82,000	**0**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1000 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520510	Mail/Delivery Services	415	600	400	**200**
520515	Print Shop Services	4,724	7,000	3,100	**500**
520520	Printing & Reproduction Services	2,657	5,500	1,600	**500**
520605	Advertising Services	4,559	10,900	8,700	**0**
520705	Insurance Fees	30,545	38,004	38,004	**0**
520765	Membership & Professional Fees	18,353	24,550	19,700	**500**
520805	Education & Training	24,860	59,349	36,475	**4,160**
520815	Tuition Reimbursement	7,983	0	0	**0**
520905	Travel - Training Related	7,091	15,025	10,013	**0**
520910	Travel - Non-Training Related	53	2,400	400	**0**
521405	Building Maintenance Services	99,961	108,100	107,504	**0**
521410	Sewer Services	32,866	28,610	28,610	**0**
521415	Land and Grounds Maintenance	6,571	20,400	20,400	**0**
521420	Infrastructure Maintenance Service	2,821,713	2,165,970	2,165,970	**0**
521505	Electricity	35,367,886	35,043,609	35,043,610	**34,691,260**
521510	Natural Gas	31,503	23,135	23,135	**0**
521605	Data Services	50,222	71,750	70,150	**2,938**
521610	Voice Services	340,252	320,765	322,852	**548**
521620	Voice Equipment	9,197	22,944	65,144	**0**
521625	Voice Labor	5,888	20,087	20,087	**0**
521630	GIS Revolving Fund Services	0	100,904	100,904	**0**
521705	Vehicle/Equipment Rental/Lease	1,308	9,200	9,200	**0**
521715	Office Equipment Rental	44,126	46,868	40,100	**0**
521730	Parking Space Rental	37,743	70,100	83,947	**2,200**
521905	Legal Services	939	1,300	2,213	**0**
521910	Legal Svcs - Crt Report	844	700	700	**0**
522305	Freight Charges	1,213	500	500	**0**
522430	Miscellaneous Other Services & Charges	41,464	49,100	49,100	**200**
522720	Interfund Payroll Services	0	0	0	**1,200**
522721	Interfund HR Client Services	0	0	133,679	**7,300**
522722	KRONOS Service Chargeback	0	0	0	**300**
522735	Interfund Communication Equipment Repair	88,205	115,440	115,440	**0**
522775	Interfund Utility Services	614,529	614,529	614,529	**0**
522790	Interfund Inventory Adjustments	0	0	500	**0**
522795	Other Interfund Services	231,641	174,000	174,500	**0**
Total	**Other Services and Charges**	**44,316,745**	**44,260,348**	**44,011,656**	**34,948,537**
560120	Capital Exp-Building and Bldg Improvement	0	0	7,820	**0**
560210	Furniture Fixtures and Equipment	0	30,000	30,000	**0**
Total	**Equipment**	**0**	**30,000**	**37,820**	**0**
551010	Non-Capital Office Furniture & Equipment	2,089	22,000	26,409	**0**
551015	Non-Capital Computer Equipment	3,704	29,368	19,459	**0**
551030	Non-Capital Machinery & Equipment	6,745	0	0	**0**
551045	Non-Capital Vehicles/Rolling Stock	0	0	5,500	**0**
Total	**Non-Capital Equipment**	**12,538**	**51,368**	**51,368**	**0**
532005	Transfers to General Fund	508,410	1,818,619	1,818,619	**1,818,700**
532015	Transfers to Convention & Entertainment	50,000	50,000	50,000	**0**
532120	Transfer to Fleet/Eq	1,245,481	1,029,584	1,029,584	**0**
Total	**Debt Service and Other Uses**	**1,803,891**	**2,898,203**	**2,898,203**	**1,818,700**
	Grand Total Expenditures	**86,034,401**	**88,210,371**	**88,210,371**	**37,519,057**


CITY OF HOUSTON
TEXAS

SOLID WASTE MANAGEMENT

Department Description and Mission

The mission of the Solid Waste Management Department is to provide the citizens of Houston with cost-effective, environmentally sound and safe solid waste management services. Inherent within this mission are several major tasks: residential garbage collection, heavy trash collection, dead animal pick-up, opportunities for all citizens to reduce waste through direct or indirect participation in recycling opportunities, and performing the disposal functions associated with all of these operations.

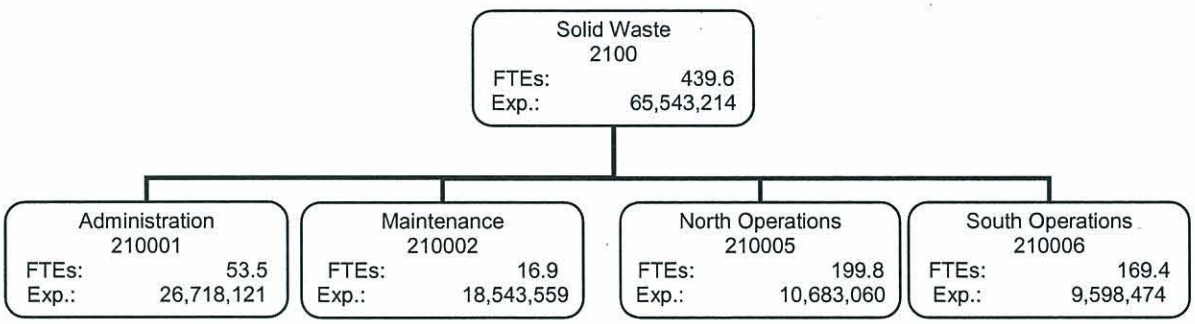
Short-Term Goals

- Expand automated curbside recycling citywide with administration and council approval.
- Begin work to re-route heavy trash citywide to gain efficiencies and savings.
- Reduce city expenses for illegally dumped tire cleanup with updates to Chapters 21 and 39 in the Code of Ordinances.

Long-Term Goals

- Reduce collection expenses by optimizing heavy trash routing and service days.
- Re-route citywide heavy trash collection maps to level collection schedule.
- Partner with Houston Apartment Association and private haulers to implement voluntary multi-family dwelling recycling.
- Find appropriate locations to site at least three (3) Neighborhood Depositories and Recycling Centers.

Department Organization



Business Area Budget Summary

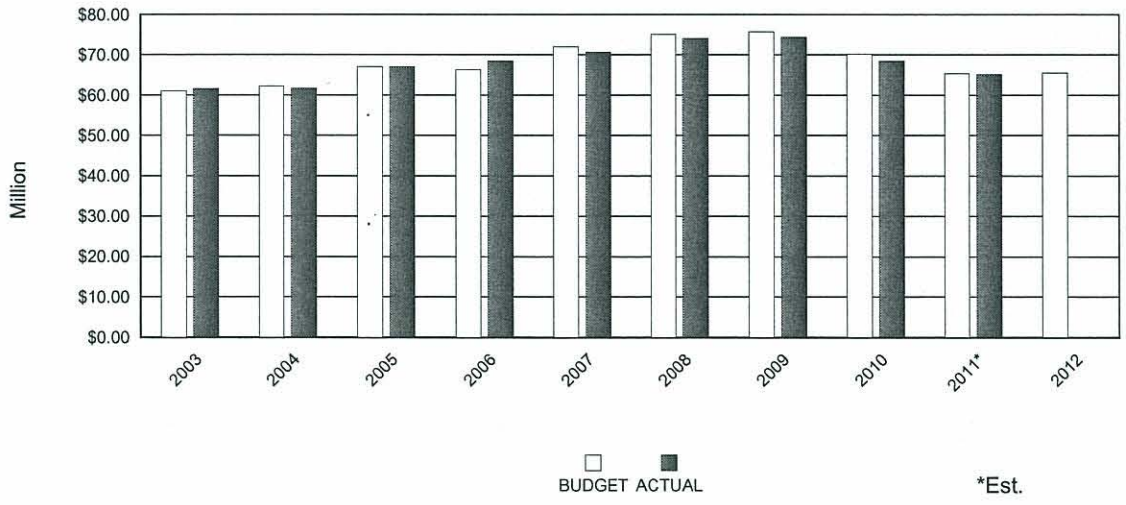
Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus. Area No. : 1000 / 2100

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	33,397,080	34,655,087	34,566,621	**26,431,413**
	Supplies	8,153,387	8,202,150	8,395,618	**5,277,283**
	Other Services and Charges	23,188,057	18,998,233	18,902,168	**31,823,556**
	Equipment	35,564	8,879	0	**0**
	Non-Capital Equipment	569,869	509,185	500,000	**0**
	Total M & O Expenditures	65,343,957	62,373,534	62,364,407	**63,532,252**
	Debt Service & Other Uses	3,128,168	2,716,722	2,725,849	**2,010,962**
	Total Expenditures	68,472,125	65,090,256	65,090,256	**65,543,214**
Revenues		3,154,348	4,147,956	4,309,736	**4,901,300**
Staffing	Full-Time Equivalents - Civilian	609.7	634.6	628.6	**439.6**
	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	609.7	634.6	628.6	**439.6**
	Full-Time Equivalents - Overtime	23.8	33.9	33.9	**28.2**

Significant Budget Changes and Highlights

- The department will launch pilot programs for small business recycling to increase the city's waste diversion, forge new partnerships with management districts throughout the city, and gain new revenue for the recycling revenue fund.
- The department will partner with the Houston Apartment Association and private haulers to pilot multi-family dwellings to increase diversion and preserve valuable landfill airspace for future generations of Houstonians.

Solid Waste Management
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 1000 / 2100

Name: Administration -- 210001

Mission: To segregate operational costs such as disposal and utilities, to assist the department in accomplishing its mission in a timely and effective manner and to provide administrative, technical and staff support to all operating programs.

Goal: Reduce department expenses through maximization of currently in force contracts. Partner with private contract partners for opportunities for cost reductions and/or revenue enhancements.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Program supported/managed	100%	100%	**100%**
Accounts maintained	300	300	**300**
Dumpster permits issued	20,000	16,103	**16,000**
Extra capacity containers issued	11,900	12,508	**10,400**

Name: Maintenance -- 210002

Mission: To ensure that facilities and physical plants necessary to support the department's activities are maintained.

Goal: Provide health, safety, security and physical appearance of department facilities to meet the needs of internal and external customers.

Maintain response time when responding to the Storm Water Pollution Prevention Plan three (SWP3) spills on city streets.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Physical plant operations	100%	100%	**100%**
Facilities appearance	10	10	**10**
Internal customer service	360	396	**436**
External customer service	624	686	**858**

Name: SWM - North Operations -- 210005

Mission: Provide timely, efficient and quality services for weekly garbage, weekly yard waste recycling, bi-monthly automated curbside recycling where provided, and monthly tree waste or junk waste collection.

Goal: Reduce operations area customer service complaints by 10% for the fiscal (performance) year.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Residential units served	170,280	173,420	**188,266**
Tons collected	210,325	263,050	**337,960**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 1000 / 2100

Name: SWM - South Operations -- 210006

Mission: Provide timely, efficient and quality services for weekly garbage, weekly yard waste recycling, bi-monthly automated curbside and dual-stream recycling where provided, and monthly tree waste or junk waste collection.

Goal: Reduce operations area customer service complaints by 10% for the fiscal (performance) year.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Residential units served	185,894	187,254	**188,556**
Tons collected	300,924	318,751	**318,751**

Division Summary

Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 1000 / 2100

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Administration 210001						
Provide the repository for central costs that are direct costs to all of the department's operations and to provide management leadership and administrative support to the entire department.	79.6	31,017,808	77.3	26,720,996	**53.5**	**26,718,121**
Maintenance 210002						
Maintain the department's physical plants and provide the leadership and administrative resources needed to maintain the same.	142.2	18,003,332	145.6	17,426,445	**16.9**	**18,543,559**
SWM - North Operations 210005						
Provides solid waste services to the north side of the city and includes City Council Districts A, B, E, G, H, and I.	203.3	9,951,297	216.6	10,820,213	**199.8**	**10,683,060**
SWM - South Operations 210006						
Provides solid waste services to the south side of the city and includes Council Districts C, D, E, F, G, and I.	184.6	9,499,688	189.1	10,122,602	**169.4**	**9,598,474**
Total	609.7	68,472,125	628.6	65,090,256	**439.6**	**65,543,214**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 1000 / 2100

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	2.0	1.0	(1.0)
ADMINISTRATIVE AIDE	10	1.0	1.0	
ADMINISTRATIVE ASSISTANT	17	14.0	7.0	(7.0)
ADMINISTRATIVE ASSOCIATE	13	12.0	0.0	(12.0)
ADMINISTRATIVE COORDINATOR	24	1.0	1.0	
ADMINISTRATIVE SPECIALIST	20	8.0	6.0	(2.0)
ADMINISTRATIVE SUPERVISOR	22	7.0	4.0	(3.0)
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	1.0	(1.0)
ASSISTANT SUPERINTENDENT	20	1.0	1.0	
COMMUNITY SERVICE INSPECTOR	16	1.0	0.0	(1.0)
CONTRACT COMPLIANCE SUPERVISOR	22	1.0	0.0	(1.0)
CREW LEADER	11	1.0	0.0	(1.0)
CUSTODIAN	4	6.0	5.0	(1.0)
CUSTOMER SERVICE REP. I	13	5.0	5.0	
CUSTOMER SERVICE REP. II	15	2.0	2.0	
CUSTOMER SERVICE REP. III	16	9.0	11.0	2.0
CUSTOMER SERVICE SECTION CHIEF	22	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	4.0	4.0	
DEPUTY DIRECTOR (EXE LEV)	34	3.0	1.0	(2.0)
DIVISION MANAGER	29	5.0	4.0	(1.0)
ENVIRONMENTAL INVESTIGATOR II	16	2.0	2.0	
ENVIRONMENTAL INVESTIGATOR IV	23	1.0	0.0	(1.0)
EQUIPMENT OPERATOR III	13	39.0	35.0	(4.0)
EQUIPMENT WORKER	13	2.0	2.0	
FIELD SUPERVISOR	17	1.0	1.0	
FINANCIAL ANALYST IV	25	1.0	0.0	(1.0)
GENERAL SUPERINTENDENT	21	2.0	1.0	(1.0)
GIS ANALYST	20	2.0	1.0	(1.0)
HUMAN RESOURCES SUPERVISOR	24	1.0	0.0	(1.0)
INVENTORY MANAGEMENT CLERK	9	4.0	0.0	(4.0)
INVENTORY MANAGEMENT SUPERVISOR	17	5.0	0.0	(5.0)
LABORER	4	34.0	20.0	(14.0)
MAINTENANCE MECHANIC II	12	3.0	3.0	
MAINTENANCE MECHANIC III	14	4.0	4.0	
MAINTENANCE SUPERVISOR	16	1.0	1.0	
MANAGEMENT ANALYST IV	25	1.0	1.0	
MECHANIC HELPER	5	13.0	0.0	(13.0)
MECHANIC I	11	16.0	0.0	(16.0)
MECHANIC II	15	15.0	0.0	(15.0)
MECHANIC III	19	42.0	0.0	(42.0)
PROJECT MANAGER	24	1.0	1.0	
PUBLIC INFORMATION OFFICER	26	1.0	1.0	
PURCHASING MANAGER	27	1.0	1.0	
REFUSE TRUCK DRIVER	6	13.0	2.0	(11.0)
SAFETY REPRESENTATIVE	19	3.0	4.0	1.0
SEMI-SKILLED LABORER	6	26.0	19.0	(7.0)
SENIOR ACCOUNT CLERK	13	1.0	1.0	
SENIOR BUYER	22	2.0	1.0	(1.0)
SENIOR COMMUNICATIONS SPECIALIST	20	0.0	1.0	1.0
SENIOR COMMUNITY LIAISON	23	3.0	1.0	(2.0)
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR CONTRACT COMPLIANCE OFFICER	18	1.0	1.0	

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 1000 / 2100

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR DISPATCHER	12	4.0	4.0	
SENIOR HUMAN RESOURCES SPECIALIST	21	3.0	0.0	(3.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	6.0	0.0	(6.0)
SENIOR REFUSE TRUCK DRIVER	8	74.0	67.0	(7.0)
SENIOR SIDELOADER OPERATOR	9	174.0	172.0	(2.0)
SENIOR STAFF ANALYST	28	3.0	3.0	
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	0.0	(1.0)
SENIOR SUPERINTENDENT	27	8.0	6.0	(2.0)
SENIOR TRAINER	21	1.0	1.0	
SHOP MANAGER	23	10.0	0.0	(10.0)
SIDELOADER OPERATOR	7	26.0	29.0	3.0
SOLID WASTE DIRECTOR	37	1.0	1.0	
SOLID WASTE SUPERVISOR	22	22.0	23.0	1.0
STAFF ANALYST	26	1.0	1.0	
TECHNICAL HARDWARE ANALYST I	17	1.0	0.0	(1.0)
TECHNICAL HARDWARE ANALYST II	21	1.0	0.0	(1.0)
WEB DESIGNER	21	1.0	0.0	(1.0)
Total FTEs		**665.0**	**467.0**	**(198.0)**
Less adjustment for Civilian Vacancy Factor		**30.4**	**27.4**	**(3.0)**
Full-Time Equivalents		**634.6**	**439.6**	**(195.0)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 1000 / 2100

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2100010002	**SWM - Administration Director's Office**			
424120	Interfund Vehicle Fuel	165,936	165,936	**0**
426100	Non-Resident Garbage Fee	500,000	435,000	**435,000**
426110	Extra Container Garbage Fee	1,840,000	1,540,000	**1,540,000**
428080	Returned Check Charges	800	800	**800**
434305	Judgments & Claims	5,000	21,000	**15,000**
452020	Recoveries & Refunds	220	2,000	**500**
452030	Miscellaneous Revenue	20,000	10,000	**10,000**
Total	**SWM - Administration Director's Office**	**2,531,956**	**2,174,736**	**2,001,300**
2100010003	**SWM - Administrative Support**			
421320	Dumpster Permits	1,616,000	2,000,000	**2,600,000**
421630	Administrative Fee - Licenses & Permits	0	135,000	**300,000**
Total	**SWM - Administrative Support**	**1,616,000**	**2,135,000**	**2,900,000**
Total	**Solid Waste Management**	**4,147,956**	**4,309,736**	**4,901,300**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus. Area No. : 1000 / 2100

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	22,031,599	22,124,532	21,910,381	**15,348,061**
500030	Salary Part Time - Civilian	106,892	119,837	125,425	**44,370**
500060	Overtime - Civilian	1,111,680	1,488,918	1,425,350	**1,252,583**
500090	Premium Pay - Civilian	62,806	51,422	67,796	**0**
500110	Bilingual Pay - Civilian	20,962	22,521	25,349	**19,373**
500180	Temporary Employees	0	439,540	465,590	**0**
500210	Pay for Performance-Municipal	86,000	442,739	213,986	**203,341**
501070	Pension - Civilian	3,203,918	3,257,057	3,450,200	**2,762,639**
501120	Termination Pay - Civilian	157,168	123,480	324,758	**459,317**
501160	Vehicle Allowance - Civilian	4,216	4,999	4,500	**4,500**
502010	FICA - Civilian	1,696,898	1,830,292	1,868,707	**1,272,830**
503010	Health Ins-Act Civilian	4,138,392	4,139,489	4,148,107	**3,474,201**
503015	Basic Life Insurance - Active Civilian	12,641	13,365	13,841	**9,081**
503050	Health/Life Insurance - Retiree Civilian	10	0	0	**0**
503060	Long Term Disability-Civilian	50,113	53,403	53,101	**37,299**
503090	Workers Compensation-Civilian-Admin	115,467	132,321	140,193	**87,927**
503100	Workers Compensation-Civilian-Claim	503,251	389,024	284,056	**375,592**
504020	Compensation Contingency	0	0	0	**598,392**
504030	Unemployment Claims - Administration	95,067	22,148	45,281	**481,907**
Total	**Personnel Services**	**33,397,080**	**34,655,087**	**34,566,621**	**26,431,413**
511010	Chemical Gases & Special Fluids	364,791	339,875	243,211	**1,500**
511015	Cleaning & Sanitary Supplies	85,612	107,737	117,668	**93,585**
511020	Construction Materials	49,973	62,000	32,000	**32,000**
511025	Electrical Hardware & Parts	7,931	15,000	9,041	**10,000**
511030	Mechanical Hardware & Parts	12,733	3,500	3,500	**3,500**
511035	Meters Hydrants & Plumbing Supplies	0	0	9	**0**
511040	Audiovisual Supplies	129	70	50	**0**
511045	Computer Supplies	16,056	13,054	3,067	**3,892**
511050	Paper & Printing Supplies	602	5,525	4,954	**2,727**
511055	Publications & Printed Materials	550	1,600	1,515	**1,165**
511060	Postage	31,666	33,000	20,295	**20,110**
511070	Miscellaneous Office Supplies	69,164	61,775	54,613	**55,292**
511090	Medical & Surgical Supplies	2,058	2,000	4,441	**4,800**
511095	Small Technical & Scientific Equipment	12,053	40,000	10,500	**10,000**
511110	Fuel	3,931,564	4,231,663	4,231,663	**4,620,137**
511115	Vehicle Repair & Maintenance Supplies	3,035,625	2,548,667	2,998,000	**1,000**
511120	Clothing	164,979	196,930	210,870	**136,747**
511125	Food Supplies	26,000	42,800	57,072	**36,300**
511140	Landscaping & Gardening Supplies	3,140	10,000	5,000	**5,000**
511145	Small Tools & Minor Equipment	52,555	170,231	147,051	**68,328**
511150	Miscellaneous Parts & Supplies	286,206	316,723	241,066	**171,200**
511165	Fire Fighting Equipment	0	0	32	**0**
Total	**Supplies**	**8,153,387**	**8,202,150**	**8,395,618**	**5,277,283**
520100	Temporary Personnel Services	990,351	280,000	270,000	**50,000**
520108	Information Resource Services	0	12,000	24,131	**0**
520109	Medical Dental & Laboratory Services	35,446	32,000	34,437	**28,000**
520114	Miscellaneous Support Services	5,349	57,000	21,226	**17,000**
520115	Real Estate Lease/Office Rental	1,462	1,500	1,500	**1,500**
520116	Parking Services Contract	13,392	19,000	19,000	**19,000**
520118	Refuse Disposal	15,942,356	12,288,338	12,288,338	**13,394,588**
520119	Computer Equipment/Software Maintenance	36,475	45,000	37,700	**1,000**
520121	IT Application Svcs	239,944	228,225	228,225	**237,948**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Solid Waste Management
Fund No./Bus. Area No. : 1000 / 2100

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520122	Office Equipment Services	532	500	500	**500**
520123	Vehicle & Motor Equipment Services	633,580	473,988	441,170	**4,200**
520124	Other Equipment Services	140	5,300	0	**0**
520132	Contracts/Sponsorships	3,497,647	3,503,232	3,503,232	**3,503,232**
520510	Mail/Delivery Services	(539)	0	0	**0**
520515	Print Shop Services	15,121	27,416	14,020	**14,816**
520520	Printing & Reproduction Services	36,255	57,000	11,511	**7,000**
520605	Advertising Services	17,908	0	600	**600**
520705	Insurance Fees	60,890	59,332	59,332	**75,840**
520765	Membership & Professional Fees	7,580	10,586	6,568	**9,061**
520805	Education & Training	15,308	23,750	59,885	**19,900**
520815	Tuition Reimbursement	9,629	10,300	6,270	**8,070**
520905	Travel - Training Related	14,422	17,800	6,392	**7,100**
520910	Travel - Non-Training Related	22,385	23,500	9,188	**8,800**
521405	Building Maintenance Services	252,347	175,000	189,455	**199,400**
521410	Sewer Services	81,208	83,385	68,208	**68,208**
521415	Land and Grounds Maintenance	2,976	0	2,606	**0**
521505	Electricity	378,343	333,636	390,179	**215,930**
521510	Natural Gas	33,937	25,721	25,721	**30,771**
521605	Data Services	7,173	8,184	8,184	**14,400**
521610	Voice Services	203,220	209,004	207,389	**208,213**
521620	Voice Equipment	9,082	43,132	45,651	**10,164**
521625	Voice Labor	9,104	29,316	30,143	**15,628**
521630	GIS Revolving Fund Services	0	24,477	24,477	**24,291**
521705	Vehicle/Equipment Rental/Lease	20,146	20,000	16,831	**20,000**
521715	Office Equipment Rental	56,458	48,730	57,009	**57,010**
521725	Other Rental	1,406	100	1,012	**0**
521730	Parking Space Rental	28,629	36,200	53,610	**53,610**
522305	Freight Charges	4,016	5,100	5,029	**100**
522430	Miscellaneous Other Services & Charges	403,919	248,940	202,987	**446,701**
522435	Interest Charges Past Due Accounts	3	0	11	**0**
522721	Interfund HR Client Services	0	335,130	335,130	**370,737**
522722	KRONOS Service Chargeback	0	0	0	**23,043**
522723	Drainage Fee Service Chargeback	0	0	0	**97,485**
522735	Interfund Communication Equipment Repair	76,011	85,650	84,550	**64,550**
522795	Other Interfund Services	24,446	110,761	110,761	**110,761**
522845	Interfund Vehicle Services	0	0	0	**12,384,399**
Total	**Other Services and Charges**	**23,188,057**	**18,998,233**	**18,902,168**	**31,823,556**
560210	Furniture Fixtures and Equipment	10,614	1,982	0	**0**
560220	Vehicles	24,950	6,897	0	**0**
Total	**Equipment**	**35,564**	**8,879**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	19,769	822	0	**0**
551015	Non-Capital Computer Equipment	12,930	8,363	0	**0**
551040	Non-Capital Other	537,170	500,000	500,000	**0**
Total	**Non-Capital Equipment**	**569,869**	**509,185**	**500,000**	**0**
532020	Transfers to Capital Projects	0	0	0	**117,706**
532120	Transfer to Fleet/Eq	3,128,168	2,716,722	2,725,849	**1,893,256**
Total	**Debt Service and Other Uses**	**3,128,168**	**2,716,722**	**2,725,849**	**2,010,962**
	Grand Total Expenditures	**68,472,125**	**65,090,256**	**65,090,256**	**65,543,214**


CITY OF HOUSTON
TEXAS

HUMAN AND CULTURAL SERVICES DEPARTMENTS

Convention & Entertainment..... V-2

Health and Human Services..... V-6

Housing and Community Development..... V-18

Library V-24

Parks and Recreation..... V-36

CONVENTION AND ENTERTAINMENT FACILITIES

Department Description and Mission

In FY2011, the department proposed undertaking full responsibility for the management, maintenance and operations of the Miller Outdoor Theater in the Enterprise Operating Fund (Fund 8601). This is an open-air theater dedicated to presenting a wide variety of quality performances at no charge to the public. Revenues will be obtained from the Hotel Occupancy Tax (HOT) in this fund. This is in accordance with Section 351.101 of the Texas Tax Code which details the use and allocation of Municipal Hotel Occupancy Tax.

Business Area Budget Summary

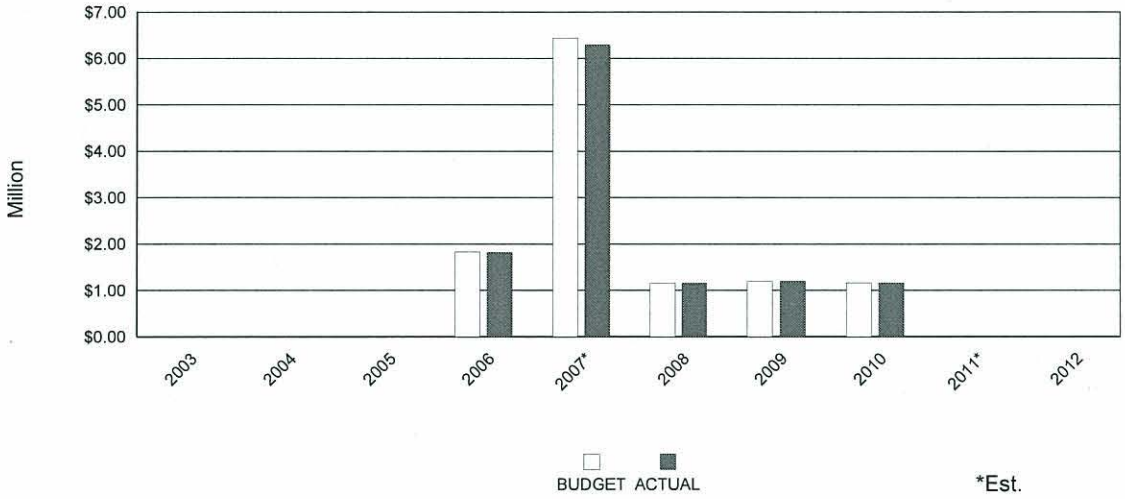
Fund Name : General Fund
Business Area Name : Convention & Entertainment
Fund No./Bus. Area No. : 1000 / 4200

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Debt Service & Other Uses	1,158,611	0	0	**0**
	Total Expenditures	1,158,611	0	0	**0**
Revenues		0	0	0	**0**
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 In FY2011, Miller Outdoor Theater was fully funded with the Hotel Occupancy Tax in lieu of General Fund dollars.

Convention & Entertainment
Current Budget vs Actual Expenditures



Division Summary

Fund Name : General Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 1000 / 4200

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Theater District Facilities 420002						
In FY2011, Miller Outdoor Theater was fully funded with the Hotel Occupancy Tax in lieu of General Fund dollars.	0.0	1,158,611	0.0	0	**0.0**	**0**
Total	62.5	1,158,611	0.0	0	**0.0**	**0**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Convention & Entertainment**
Fund No./Bus. Area No. : **1000 / 4200**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
532015	Transfers to Convention & Entertainment	1,158,611	0	0	**0**
Total	**Debt Service and Other Uses**	**1,158,611**	**0**	**0**	**0**
	Grand Total Expenditures	**1,158,611**	**0**	**0**	**0**

HEALTH AND HUMAN SERVICES DEPARTMENT

Department Description and Mission

The Health and Human Services Department (HDHHS) has engaged in a mission to promote and protect the health and social well being of Houstonians. The fulfillment of this mission has led the department to remarkable achievements over the last few years. To accomplish this mission, the department's program and activities are structured within seven priority areas:

- Promote environmental health
- Well being through human services
- Reduce the incidence of chronic disease
- Provide the community with information
- Optimize the health of mothers, infants, and children
- Protect the community from communicable disease
- Prepare for a health disaster

HDHHS' FY2012 budget will provide the following:

- Reorganization to most effectively and efficiently improve health outcomes.
- Reduce costs by streamlining administrative functions before cutting programs and restructure the organization to maximize managerial and supervisory capacity (i.e., increase span of control as appropriate).

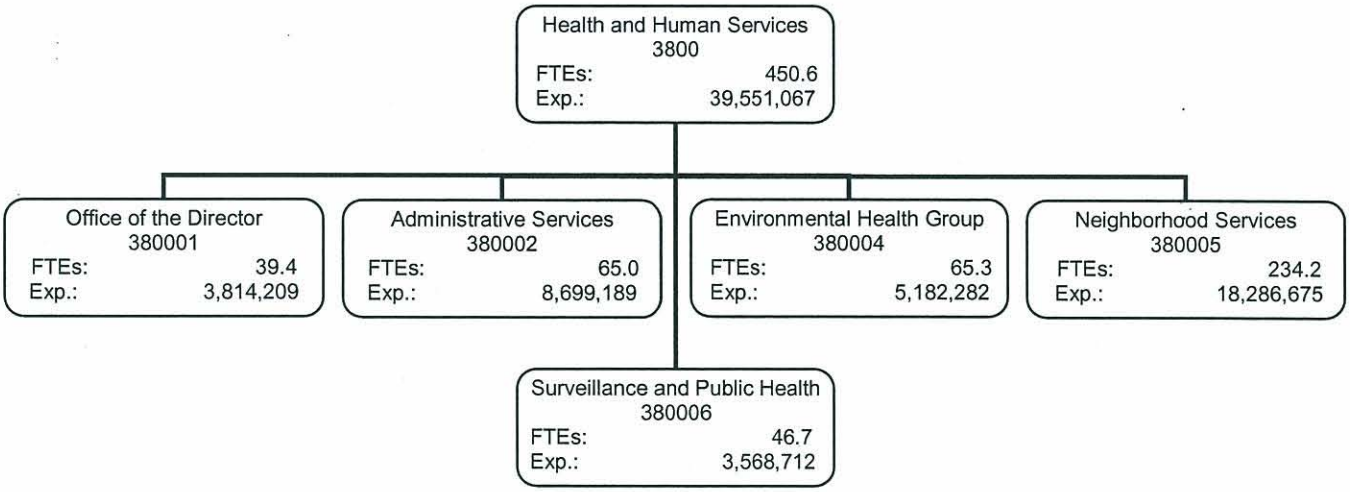
Department Short Term Goals

- Collect, analyze, and disseminate health data
- Improve the public health infrastructure
- Educate, promote and encourage healthy behaviors
- Prevent the spread of communicable diseases

Department Long Term Goals

- Improve access to health information
- Improve disease identification and control
- Improve environmental outcomes in the City
- Improve departmental infrastructure to provide services

Department Organization



Business Area Budget Summary

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 1000 / 3800

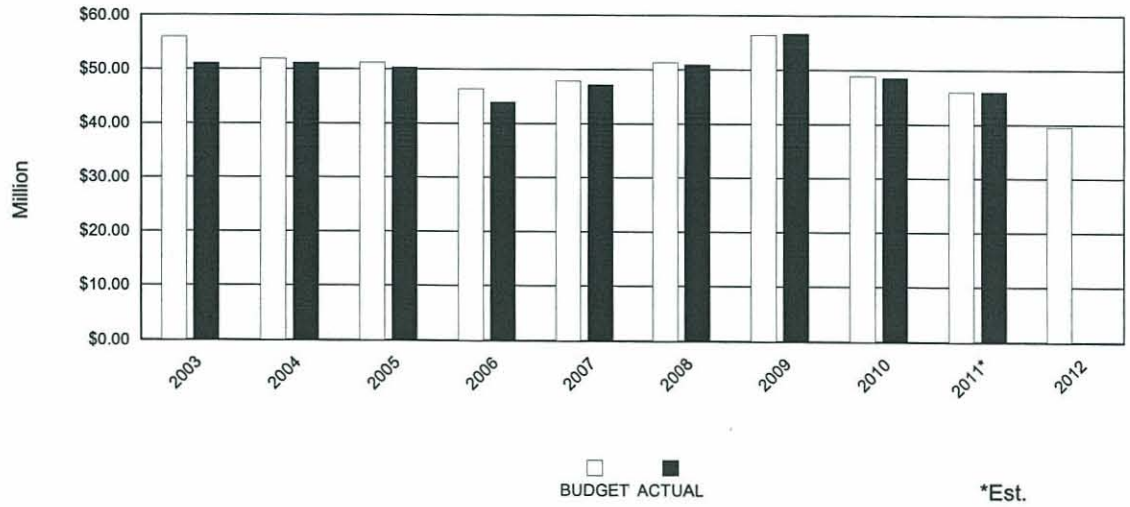
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	41,569,484	38,304,716	38,570,731	**33,284,138**
	Supplies	1,721,446	1,648,515	1,643,257	**1,438,692**
	Other Services and Charges	4,831,373	5,788,582	5,534,352	**4,828,237**
	Equipment	10,499	0	0	**0**
	Non-Capital Equipment	132,649	66,530	60,003	**0**
	Total M & O Expenditures	48,265,451	45,808,343	45,808,343	**39,551,067**
	Debt Service & Other Uses	275,640	140,972	140,972	**0**
	Total Expenditures	48,541,091	45,949,315	45,949,315	**39,551,067**
Revenues		15,427,261	13,822,950	14,959,923	**15,169,700**
Staffing	Full-Time Equivalents - Civilian	661.7	567.0	567.0	**450.6**
	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	661.7	567.0	567.0	**450.6**
	Full-Time Equivalents - Overtime	5.6	2.4	2.4	**2.2**

Significant Budget Changes and Highlights

o Restuctured to flatten the organization and achieve minimum supervising span of control of one to five.

o Intergration and consolidation of functions resulting in a consolidation of six local regions into three.

Health and Human Services
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 1000 / 3800

Name: Director Office -- 380001

Mission: Provides direction to the department for administrative management, and programmatic issues. Coordinates strategic planning program evaluation, project, partnership & policy development support, professional development & emergency response.

Goal: Protect the community from communicable disease. Optimize the health of mothers, infants, and children. Promote environmental health and well-being through human services. Provide the community with information. Prepare for a health disaster and reduce the incidence of chronic disease.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Complete Network Requests	1,181	971	**1,076**
Complete Prog Requests	339	202	**271**
Desktop Support Requests	7,315	6,802	**7,058**
Mayor Cust Svc Response	377	150	**150**

Name: Administrative Services Division -- 380002

Mission: Supports the department in the areas of contracts, grants, finance, material management, business management and facilities maintenance.

Goal: Review and process all documents in a timely manner. Maintain complete and accurate internal personnel records. Expedite internal hiring process. Minimize facility downtime.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
No. of Monthly Financial and Operating Reports	12	18	**24**
Grant Setups	70	80	**80**
Contract Setups	50	60	**50**

Name: Environmental Health Group -- 380004

Mission: To improve the health and welfare of Houston residents by reducing the impact of environmental and food borne hazards. Provide enforcement and protection for Houston residents in the areas of outdoor air quality, water quality, occupational health and safety inspections, indoor air quality, food sanitation and a safe in-home environment.

Goal: To develop a coordinated, integrated complaint intake and response system for the Bureaus within the Environmental Health Division. To develop an integrated database of environmental health data from various stakeholders. To focus program efforts on areas of high risk while maintaining critical complaint response capacity. To maintain all mandated inspection, permitting, monitoring and investigative activities.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Air, Water & Waste Investg	1,069	2,742	**2,000**
Food Establishments Insp.	30,653	24,000	**24,000**
Food Establishments Compl.	2,570	2,090	**2,100**
Enforcement Cases - BPCP	45	62	**40**
Radiation Inspections	150	150	**150**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 1000 / 3800

Name: Neighborhood Services -- 380005

Mission: Promote and protect the health and social well-being of Houstonians.

Goal: Provide oversight and input related to legislative and health policy issues. Facilitate department strategic planning. Act as liaison for community stakeholders. Administer Program evaluation and re-engineering services. Assist communities with a "Healthy Community."

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Saving Smiles Encounters	10,870	10,000	**10,000**
Family Planning Encounters	19,172	19,000	**19,000**
STD Encounters	19,107	19,000	**19,000**

Name: Surveillance And Public Health Preparedness -- 380006

Mission: To establish an infrastructure that receives, analyzes and transmits public health data in support of policies that enable families and individuals to be self-sufficient and live in a safe and healthy community.

Goal: Develop strategies and expertise to respond to disasters and epidemics. Enhance epidemiological and lab resources to prevent and control diseases. Coordinate with community partners in planning, communicating, and outreach for public health emergency response.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
No. of Diseases Investg	29,829	30,000	**40,000**
No. Outbreaks Investigated	500	500	**550**
No. TB Prescriptions	23,029	24,100	**24,500**
No. Clinic Orders Filled	39,081	54,290	**54,500**
Laboratory Tests Performed	504,914	500,000	**486,000**

Division Summary

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 1000 / 3800

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Director Office 380001						
The Director's Office provides oversight and input related to legislative and health policy issues, facilitate department strategic planning, acts as liaison for community stakeholders.	54.8	4,263,559	47.0	3,995,248	**39.4**	**3,814,209**
Administrative Services Division 380002						
Administrative Services Division consist of General & Special Revenue Funds and Grants Budget Groups, Contracts and Procurement, Business Management, Birth and Death Certificates and Facility Maintenance.	104.6	10,271,910	84.5	8,560,064	**65.0**	**8,699,189**
Environmental Health Group 380004						
The Environmental Health Division consists of the Bureaus of Air Quality Control (BAQC), Water Resources Protection (BWRP), Consumer Health Services (BCHS), and Community and Children's Environmental Health (BCCEH).	122.6	6,440,802	87.5	6,101,620	**65.3**	**5,182,282**
Neighborhood Services 380005						
Instrumental in providing direction to the department for administrative, management, and programmatic issues. Coordinate strategic planning, program evaluation, project, partnership and policy development support, professional development and emergency response.	321.2	23,140,777	293.0	22,669,022	**234.2**	**18,286,675**
Surveillance And Public Health Preparedness 380006						
Surveillance and Public Health Preparedness consist of Epidemiology, Laboratory Services and Public Health Preparedness and Community Health Statistics.	58.5	4,424,043	55.0	4,623,361	**46.7**	**3,568,712**
Total	661.7	48,541,091	567.0	45,949,315	**450.6**	**39,551,067**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 1000 / 3800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNT CLERK	10	1.0	2.0	1.0
ACCOUNTANT SUPERVISOR	24	1.0	0.0	(1.0)
ACCOUNTING SERVICES SUPERVISOR	17	3.0	0.0	(3.0)
ADMINISTRATION MANAGER	26	14.1	8.0	(6.1)
ADMINISTRATION MANAGER (EXE LEV)	26	0.0	3.0	3.0
ADMINISTRATIVE AIDE	10	6.0	1.0	(5.0)
ADMINISTRATIVE ASSISTANT	17	12.5	7.0	(5.5)
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	1.0	1.0	
ADMINISTRATIVE ASSOCIATE	13	16.0	4.0	(12.0)
ADMINISTRATIVE COORDINATOR	24	2.0	9.0	7.0
ADMINISTRATIVE SPECIALIST	20	1.0	2.0	1.0
ADMINISTRATIVE SUPERVISOR	22	18.0	10.0	(8.0)
ASSISTANT BUYER	12	1.0	0.0	(1.0)
ASSISTANT DIRECTOR (EXE LEV)	32	7.0	6.8	(0.2)
AUDITOR SUPERVISOR	25	1.0	0.0	(1.0)
BUREAU CHIEF,DDS	30	1.0	0.0	(1.0)
BUREAU CHIEF,PUBLIC HEALTH	30	1.0	0.0	(1.0)
BUREAU CHIEF,PUBLIC HEALTH (EXE LEV)	30	14.0	6.4	(7.6)
BUYER	16	0.5	0.0	(0.5)
CASHIER	6	3.0	2.0	(1.0)
CENTER ADMINISTRATOR	25	2.0	0.0	(2.0)
CHEMIST II	17	5.0	5.0	
CHEMIST III	21	4.0	3.0	(1.0)
CHEMIST IV	23	4.0	4.0	
CHIEF NURSE,RN	25	6.0	4.0	(2.0)
CHIEF PHYSICIAN,MD	35	2.0	2.0	
CHIEF SANITARIAN	28	3.0	2.4	(0.6)
CLINIC ASSISTANT	9	33.0	25.0	(8.0)
COMMUNICATIONS SPECIALIST SUPERVISOR	23	0.5	0.0	(0.5)
COMMUNITY INVOLVEMENT COORDINATOR	22	2.0	2.0	
COMMUNITY LIAISON	18	7.0	9.0	2.0
COMMUNITY RELATIONS SPECIALIST	11	17.0	13.0	(4.0)
COUNSELOR	20	2.0	3.0	1.0
CUSTOMER SERVICE CLERK	10	9.0	4.0	(5.0)
CUSTOMER SERVICE REP. I	13	29.0	26.0	(3.0)
CUSTOMER SERVICE REP. III	16	0.0	1.0	1.0
CUSTOMER SERVICE SUPERVISOR	18	6.0	6.0	
DATA ENTRY OPERATOR	8	2.0	0.0	(2.0)
DENTAL ASSISTANT	9	16.0	16.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	2.0	
DEPUTY REGISTRAR-VITAL STATISTICS	22	1.0	0.0	(1.0)
DIRECTOR OF PUBLIC HEALTH	37	1.0	1.0	
DIVISION MANAGER	29	3.0	2.0	(1.0)
DIVISION MANAGER (EXE LEV)	29	12.0	7.7	(4.3)
ENGINEER	26	1.0	1.0	
ENVIRONMENTAL INVESTIGATOR I	14	1.0	0.0	(1.0)
ENVIRONMENTAL INVESTIGATOR II	16	7.0	2.0	(5.0)
ENVIRONMENTAL INVESTIGATOR III	20	10.0	8.0	(2.0)
ENVIRONMENTAL INVESTIGATOR IV	23	7.0	3.0	(4.0)
ENVIRONMENTAL INVESTIGATOR V	28	4.5	0.0	(4.5)
EPIDEMIOLOGIST MANAGER	27	1.0	0.7	(0.3)
EXECUTIVE OFFICE ASSISTANT	15	2.0	1.0	(1.0)

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 1000 / 3800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
FINANCIAL ANALYST III	21	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	8.5	6.0	(2.5)
FIXED ASSET SPECIALIST	13	1.0	1.0	
GIS ANALYST	20	1.0	1.0	
GRADUATE ENGINEER	22	2.0	2.0	
HEALTH PROGRAM SPECIALIST	10	1.0	0.0	(1.0)
HUMAN RESOURCES MANAGER	27	1.0	0.0	(1.0)
HUMAN RESOURCES SPECIALIST	17	2.0	0.0	(2.0)
INVENTORY MANAGEMENT CLERK	9	2.0	2.0	
JAIL MEDICAL SPECIALIST	17	15.0	16.0	1.0
LABORATORY MANAGER	28	1.0	1.0	
LABORATORY SUPERVISOR	24	5.0	4.9	(0.1)
LABORATORY TECHNICIAN	6	7.5	7.0	(0.5)
LICENSED VOCATIONAL NURSE	12	12.0	9.0	(3.0)
MAILROOM SUPERVISOR	13	1.0	1.0	
MAINTENANCE MECHANIC III	14	1.0	0.0	(1.0)
MANAGEMENT ANALYST I	15	2.0	0.0	(2.0)
MANAGEMENT ANALYST II	18	1.0	2.0	1.0
MANAGEMENT ANALYST III	21	2.0	1.0	(1.0)
MANAGEMENT ANALYST IV	25	4.0	2.7	(1.3)
MEDICAL RECORDS SUPERVISOR	19	2.0	2.0	
MEDICAL SOCIAL WORKER	16	3.0	0.0	(3.0)
MESSENGER	6	1.0	1.0	
MICROBIOLOGIST I	14	7.0	6.0	(1.0)
MICROBIOLOGIST II	17	7.0	6.0	(1.0)
MICROBIOLOGIST III	21	9.0	6.0	(3.0)
MICROBIOLOGIST IV	23	2.0	3.0	1.0
NURSE PRACTITIONER	26	4.0	4.0	
OFFICE SERVICE MANAGER	23	1.0	0.0	(1.0)
OFFICE SUPERVISOR	17	9.5	1.0	(8.5)
PHARMACY TECHNICIAN	9	3.0	1.0	(2.0)
PHYSICIAN,MD	33	7.6	4.0	(3.6)
PROGRAM MANAGER	17	1.0	0.0	(1.0)
PROGRAMMER ANALYST IV	25	0.8	0.8	
PUBLIC HEALTH CLERK	8	31.0	20.0	(11.0)
PUBLIC HEALTH DENTIST,DDS	26	1.0	1.0	
PUBLIC HEALTH INVESTIGATOR	12	6.0	3.0	(3.0)
PUBLIC HEALTH NURSE III	21	8.0	4.0	(4.0)
PUBLIC HEALTH NURSE IV	22	13.0	15.0	2.0
PUBLIC INFORMATION OFFICER	26	1.0	0.5	(0.5)
REGISTRAR-VITAL STATISTICS	26	1.0	1.0	
SANITARIAN I	14	11.0	8.0	(3.0)
SANITARIAN II	17	12.0	8.8	(3.2)
SANITARIAN III	21	14.0	11.2	(2.8)
SECURITY OFFICER LEADER	12	0.5	0.0	(0.5)
SENIOR ACCOUNT CLERK	13	6.5	4.0	(2.5)
SENIOR AUDITOR	21	1.0	1.0	
SENIOR BUYER	22	2.0	2.0	
SENIOR CASHIER	10	1.0	0.0	(1.0)
SENIOR CLERK	8	4.0	0.0	(4.0)
SENIOR CLINICAL EDUCATION COORDINATOR	20	1.0	1.0	
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 1000 / 3800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR COMMUNITY LIAISON	23	4.0	4.0	
SENIOR COMPUTER OPERATOR	14	2.0	1.0	(1.0)
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR COUNSELOR	22	3.0	4.0	1.0
SENIOR CUSTOMER SERVICE CLERK	12	5.0	9.0	4.0
SENIOR DATA BASE ANALYST	25	1.0	1.0	
SENIOR DATA ENTRY OPERATOR	12	3.0	0.0	(3.0)
SENIOR HUMAN RESOURCES SPECIALIST	21	3.0	0.0	(3.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	1.5	1.0	(0.5)
SENIOR IT PROJECT MANAGER (EXE LEV)	30	2.0	1.0	(1.0)
SENIOR JAIL MEDICAL SPECIALIST	19	5.0	4.0	(1.0)
SENIOR MICROCOMPUTER ANALYST	23	1.0	1.0	
SENIOR NUTRITIONIST	18	1.0	1.0	
SENIOR OFFICE ASSISTANT	12	10.0	4.0	(6.0)
SENIOR PROJECT MANAGER	27	0.0	1.0	1.0
SENIOR PUBLIC HEALTH DENTIST,DDS	28	5.0	5.0	
SENIOR PUBLIC HEALTH EDUCATOR	18	4.0	2.0	(2.0)
SENIOR PUBLIC HEALTH INVESTIGATOR	16	0.0	1.0	1.0
SENIOR STAFF ANALYST	28	2.0	1.0	(1.0)
SENIOR STAFF ANALYST (EXE LEV)	28	0.5	1.2	0.7
SENIOR TELECOMMUNICATIONS SPECIALIST	21	1.0	1.0	
SENIOR TRAINER	21	1.0	1.0	
STAFF ANALYST	26	3.7	6.8	3.1
STAFF ANALYST (EXE LEV)	26	1.0	1.0	
STAFF EPIDEMIOLOGIST	22	8.0	4.6	(3.4)
STAFF PHARMACIST	25	4.0	2.0	(2.0)
SUPERVISING ENGINEER	29	1.0	0.0	(1.0)
SURVEILLANCE INVESTIGATOR-EPIDEMIOLOGY	17	1.0	1.0	
SYSTEMS CONSULTANT	26	3.0	2.0	(1.0)
SYSTEMS SUPPORT ANALYST I	16	1.0	0.0	(1.0)
SYSTEMS SUPPORT ANALYST II	19	2.8	2.0	(0.8)
SYSTEMS SUPPORT ANALYST IV	25	1.0	1.0	
TECHNICAL HARDWARE ANALYST I	17	1.0	1.0	
TELECOMMUNICATIONS SPECIALIST	18	1.0	0.0	(1.0)
TRAINER	17	1.0	0.0	(1.0)
X-RAY TECHNICIAN	13	4.0	2.0	(2.0)
Total FTEs		**639.5**	**457.5**	**(182.0)**
Less adjustment for Civilian Vacancy Factor		**72.5**	**6.9**	**(65.6)**
Full-Time Equivalents		**567.0**	**450.6**	**(116.4)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 1000 / 3800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
3800020009	**HHS - Department Wide Charges**			
425110	Indirect Cost Recovery-Grants	3,585,000	4,100,000	**4,300,000**
426330	Miscellaneous Copies Fees	0	4,000	**4,000**
428080	Returned Check Charges	1,300	1,300	**1,300**
434240	Sale of Capital Assets-Land/Streets	0	142,000	**0**
434340	Cashier Overages	0	1,400	**0**
447020	Garage Parking Revenue	150,000	187,500	**150,000**
452030	Miscellaneous Revenue	10,000	14,000	**1,000**
Total	**HHS - Department Wide Charges**	**3,746,300**	**4,450,200**	**4,456,300**
3800030003	**HHS - Immunization**			
426330	Miscellaneous Copies Fees	2,250	0	**0**
3800040003	**HHS - Air Quality**			
421060	Miscellaneous Health Permits	970,400	1,051,300	**1,156,200**
3800040005	**HHS - Water Quality**			
421070	Swimming Pool Operating Permits	364,300	203,495	**0**
3800040006	**HHS - Consumer Health**			
421010	Special Food Permits	781,600	816,300	**890,300**
421020	Food Dealers Permits	2,810,100	3,169,300	**3,381,700**
421030	Food Managers Permits	485,000	474,100	**474,100**
421040	Mobile Food Vendor Licenses	216,000	403,000	**479,100**
421630	Administrative Fee - Licenses & Permits	0	74,100	**153,200**
Total	**HHS - Consumer Health**	**4,292,700**	**4,936,800**	**5,378,400**
3800050001	**HHS - Neighborhood Svc**			
426420	Building Space Rental Fees	490,000	590,000	**490,000**
426430	Facility Rental Fees	89,800	89,800	**89,800**
Total	**HHS - Neighborhood Svc**	**579,800**	**679,800**	**579,800**
3800050002	**HHS - Maternal Child Health**			
422010	Medicaid Title XIX	300,000	300,000	**300,000**
422020	Medicaid Title XX	1,200,000	1,200,000	**1,200,000**
426060	Clinical Fees	0	100	**0**
Total	**HHS - Maternal Child Health**	**1,500,000**	**1,500,100**	**1,500,000**
3800050004	**HHS - Oral Health**			
426130	Dental Fees	0	5,700	**0**
3800050035	**HHS - Mayor's Office for People with Disab**			
424140	Interfund Inventory	0	528	**0**
424160	Interfund Affirmative Action Services	172,500	172,500	**0**
Total	**HHS - Mayor's Office for People with Disab**	**172,500**	**173,028**	**0**
3800060003	**HHS - Vital Statistics**			
426300	Certified Copies Fees	2,194,700	1,945,500	**2,085,000**
426330	Miscellaneous Copies Fees	0	14,000	**14,000**
Total	**HHS - Vital Statistics**	**2,194,700**	**1,959,500**	**2,099,000**
Total	**Health and Human Services**	**13,822,950**	**14,959,923**	**15,169,700**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 1000 / 3800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	29,205,700	26,776,264	26,776,264	**22,326,342**
500030	Salary Part Time - Civilian	475,837	420,637	420,637	**152,614**
500060	Overtime - Civilian	269,807	153,398	152,879	**141,900**
500090	Premium Pay - Civilian	44,693	40,000	40,000	**40,000**
500110	Bilingual Pay - Civilian	157,147	158,152	158,152	**116,081**
500180	Temporary Employees	34,200	0	0	**0**
500210	Pay for Performance-Municipal	3,500	0	0	**0**
501070	Pension - Civilian	4,378,405	4,131,151	4,144,946	**4,018,742**
501120	Termination Pay - Civilian	533,761	496,400	496,400	**496,400**
501160	Vehicle Allowance - Civilian	31,611	33,600	33,600	**33,600**
502010	FICA - Civilian	2,220,754	2,106,594	2,113,590	**1,735,678**
503010	Health Ins-Act Civilian	3,848,092	3,639,030	3,774,592	**3,423,402**
503015	Basic Life Insurance - Active Civilian	17,291	16,527	16,580	**13,108**
503060	Long Term Disability-Civilian	50,635	49,812	49,811	**38,400**
503090	Workers Compensation-Civilian-Admin	118,189	126,098	126,099	**90,913**
503100	Workers Compensation-Civilian-Claim	123,487	136,022	154,622	**136,022**
504020	Compensation Contingency	(5,626)	0	0	**0**
504030	Unemployment Claims - Administration	62,001	21,031	112,559	**520,936**
Total	**Personnel Services**	**41,569,484**	**38,304,716**	**38,570,731**	**33,284,138**
511010	Chemical Gases & Special Fluids	(1,417)	14,400	14,400	**1,400**
511015	Cleaning & Sanitary Supplies	59,879	74,322	71,822	**36,600**
511020	Construction Materials	981	0	0	**0**
511025	Electrical Hardware & Parts	335	400	400	**100**
511030	Mechanical Hardware & Parts	3,689	2,000	2,000	**2,000**
511040	Audiovisual Supplies	2,596	6,500	6,500	**5,000**
511045	Computer Supplies	45,325	49,017	60,794	**59,700**
511050	Paper & Printing Supplies	10,604	21,647	21,586	**22,500**
511055	Publications & Printed Materials	11,317	7,572	7,600	**5,200**
511060	Postage	118,696	100,678	98,872	**87,600**
511070	Miscellaneous Office Supplies	200,742	154,232	135,367	**133,599**
511080	General Laboratory Supplies	248,960	306,700	306,700	**119,400**
511085	Drugs & Medical Chemicals	467,076	482,182	458,255	**444,663**
511090	Medical & Surgical Supplies	69,078	139,691	181,500	**210,282**
511095	Small Technical & Scientific Equipment	16,274	4,834	6,160	**5,900**
511110	Fuel	286,027	116,449	116,175	**183,100**
511115	Vehicle Repair & Maintenance Supplies	460	3,200	3,200	**2,100**
511120	Clothing	5,261	2,534	3,649	**2,400**
511125	Food Supplies	18,241	24,600	6,800	**3,200**
511135	Recreational Supplies	0	0	900	**0**
511140	Landscaping & Gardening Supplies	2,135	7,700	7,700	**2,000**
511145	Small Tools & Minor Equipment	1,587	2,000	2,000	**2,600**
511150	Miscellaneous Parts & Supplies	153,153	127,857	130,877	**108,848**
511160	Protective Gear	447	0	0	**500**
Total	**Supplies**	**1,721,446**	**1,648,515**	**1,643,257**	**1,438,692**
520100	Temporary Personnel Services	457,872	642,976	508,013	**155,784**
520101	Janitorial Services	(262)	2,000	50,000	**22,000**
520102	Security Services	24,610	17,906	59,000	**50,800**
520103	Subrecipient Contract Services	706,690	697,788	633,088	**291,800**
520105	Accounting & Auditing Services	0	50,000	0	**0**
520108	Information Resource Services	21,640	60,000	60,000	**60,000**
520109	Medical Dental & Laboratory Services	15,516	46,100	42,900	**6,800**
520110	Management Consulting Services	10,490	64,300	65,000	**30,000**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 1000 / 3800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520113	Photographic Services	(635)	0	0	**0**
520114	Miscellaneous Support Services	85,076	126,104	89,945	**86,600**
520115	Real Estate Lease/Office Rental	190,296	232,000	232,000	**206,000**
520116	Parking Services Contract	0	6,000	6,000	**0**
520118	Refuse Disposal	0	2,000	2,000	**5,000**
520119	Computer Equipment/Software Maintenance	5,791	71,645	55,000	**51,000**
520120	Communications Equipment Services	900	0	0	**0**
520121	IT Application Svcs	108,124	84,900	84,900	**85,068**
520122	Office Equipment Services	1,811	6,643	6,643	**9,105**
520123	Vehicle & Motor Equipment Services	275,946	240,100	240,046	**240,500**
520124	Other Equipment Services	6,642	5,400	5,400	**5,800**
520126	Construction Site Work Services	5,570	10,951	10,951	**0**
520157	Computer Software Maintenance Services	55,767	8,972	35,500	**42,200**
520159	Non-Sub-Recipient Grant Contract	21,311	276,000	220,000	**172,000**
520510	Mail/Delivery Services	1,503	12,954	13,954	**9,137**
520515	Print Shop Services	39,321	73,465	48,465	**12,342**
520520	Printing & Reproduction Services	28,230	34,504	34,504	**13,909**
520605	Advertising Services	1,927	2,500	2,500	**1,000**
520705	Insurance Fees	241,225	242,560	242,560	**296,211**
520710	State/Federal Inspection Fees	2,023	0	0	**0**
520725	Assessments - Other Governments	109,902	116,600	116,600	**117,200**
520760	Contributions	0	0	200	**0**
520765	Membership & Professional Fees	99,458	78,941	78,721	**83,500**
520805	Education & Training	75,760	136,286	110,717	**71,200**
520815	Tuition Reimbursement	20,406	25,000	25,000	**10,000**
520905	Travel - Training Related	143,273	107,824	105,124	**94,427**
520910	Travel - Non-Training Related	70,778	55,611	55,611	**49,500**
521305	Indirect Cost Recovery Payment	0	0	12,528	**0**
521310	Small Diff. -GR/IR	0	0	2,600	**0**
521405	Building Maintenance Services	1,748	0	0	**800**
521415	Land and Grounds Maintenance	0	2,000	2,000	**2,000**
521605	Data Services	148,968	208,200	208,200	**301,416**
521610	Voice Services	1,264,729	1,304,196	1,301,620	**1,054,329**
521620	Voice Equipment	90,344	69,204	69,154	**43,179**
521625	Voice Labor	92,531	200,476	199,976	**113,865**
521630	GIS Revolving Fund Services	0	51,015	51,015	**50,627**
521705	Vehicle/Equipment Rental/Lease	(341)	26,600	17,500	**0**
521715	Office Equipment Rental	31,961	21,600	20,200	**15,100**
521725	Other Rental	27,326	4,300	40,000	**28,000**
521730	Parking Space Rental	5,836	7,800	7,800	**3,400**
522305	Freight Charges	1,390	4,400	4,400	**4,100**
522410	Cashier Shortages	404	100	320	**200**
522420	Petty Cash/Change Special Fund	1	0	0	**0**
522430	Miscellaneous Other Services & Charges	70,465	170,460	153,092	**158,055**
522435	Interest Charges Past Due Accounts	1	0	0	**0**
522721	Interfund HR Client Services	0	0	0	**333,329**
522722	KRONOS Service Chargeback	0	0	0	**21,338**
522723	Drainage Fee Service Chargeback	0	0	0	**61,778**
522735	Interfund Communication Equipment Repair	11,610	0	0	**0**
522780	Interfund Photo Copy Services	208,515	137,101	140,505	**148,900**
522790	Interfund Inventory Adjustments	0	13,100	13,100	**13,100**
522795	Other Interfund Services	48,924	30,000	50,000	**195,838**
Total	**Other Services and Charges**	**4,831,373**	**5,788,582**	**5,534,352**	**4,828,237**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Health and Human Services**
Fund No./Bus. Area No. : **1000 / 3800**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
560230	Computer HW and Developed SW	5,222	0	0	**0**
560240	Communication Equipment	5,277	0	0	**0**
Total	**Equipment**	**10,499**	**0**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	35,855	14,560	13,478	**0**
551015	Non-Capital Computer Equipment	81,313	41,370	35,825	**0**
551020	Non-Capital Communication Equipment	532	0	0	**0**
551025	Non-Capital Scientific/Medical Equipment	7,502	9,600	9,700	**0**
551030	Non-Capital Machinery & Equipment	903	0	0	**0**
551040	Non-Capital Other	6,544	1,000	1,000	**0**
Total	**Non-Capital Equipment**	**132,649**	**66,530**	**60,003**	**0**
532120	Transfer to Fleet/Eq	275,640	140,972	140,972	**0**
Total	**Debt Service and Other Uses**	**275,640**	**140,972**	**140,972**	**0**
	Grand Total Expenditures	**48,541,091**	**45,949,315**	**45,949,315**	**39,551,067**

HOUSING AND COMMUNITY DEVELOPMENT

Department Description and Mission

The Housing and Community Development Department's (HCDD) mission is to provide leadership in the preservation, revitalization and improvement of Houston's low and moderate-income neighborhoods by:

1. Expanding the supply of safe, quality, and affordable housing;
2. Improving the infrastructure;
3. Providing financial inducement to encourage economic development and;
4. Providing social and other supportive services necessary for viable neighborhoods.

To maximize results, HCDD leverages financial and other resources with those from the public, private and non-profit sectors for the benefit of the citizens of Houston.

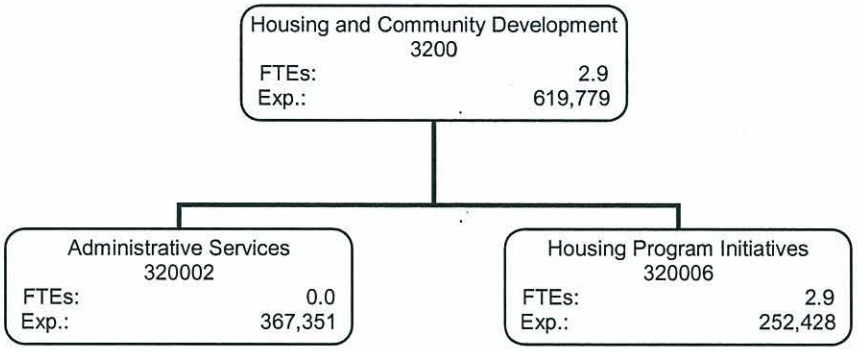
Department Short Term Goals

Develop and execute strategies to rehabilitate and reconstruct owner-occupied units, assist eligible residents to become homebuyers and improve multi-family projects, especially in targeted areas of the City, while providing social and other supportive community services to build and retain healthy neighborhoods.

Department Long Term Goals

Build the City's affordable housing stock through the conservation of owner-occupied housing and improvement of multi-family units and improve economic conditions leading to the sustainable neighborhoods that will benefit all Houstonians, especially low to moderate income persons.

Department Organization



Business Area Budget Summary

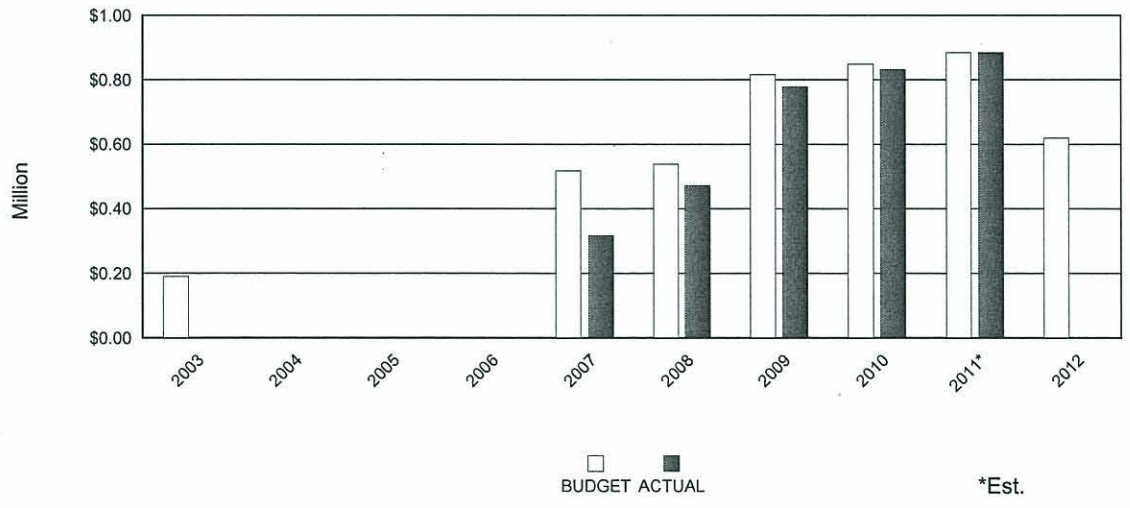
Fund Name : General Fund
Business Area Name : Housing & Community Development
Fund No./Bus. Area No. : 1000 / 3200

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	691,584	708,195	708,195	**252,428**
	Other Services and Charges	139,930	177,221	177,221	**367,351**
	Total M & O Expenditures	831,514	885,416	885,416	**619,779**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	831,514	885,416	885,416	**619,779**
Revenues		329	0	0	**0**
Staffing	Full-Time Equivalents - Civilian	2.5	3.0	3.1	**2.9**
	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	2.5	3.0	3.1	**2.9**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o The FY2012 budget provides general funds to support personnel costs of individuals who have been assigned in part and/or whole to two Citywide initiatives: (1) Land Assemblage Redevelopment Authority and (2) Houston Hope program ($252,428).
- o Support affordable housing initiatives through the acquisition of vacant parcels through tax foreclosure sales and re-distributing them to affordable housing developers and community housing development organizations.
- o Promote the sale of affordable housing stock to low and moderate income homebuyers in disadvantaged and underserved communities.
- o Continue funding of the Service of the Emergency Aid Resource Center for the Homeless (SEARCH) Mobile Outreach program.

Housing & Community Development
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Housing & Community Development
Fund No./Bus Area No. : 1000 / 3200

Name: Administrative Services -- 320002

Mission: SEARCH helps Houstonians who are homeless get back on their feet, move from the streets into jobs and safe stable housing.

Goal: SEARCH's Mobile Outreach Program travels throughout Houston to common gathering areas for individuals who are homeless and provides on-the-spot assessment, assistance, intervention and referrals. Armed with food, water, clothing, and blankets, they offer an important lifeline to people who need assistance.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Individuals Assisted	150	150	**200**

Name: Director Prgm Compliance -- 320005

Mission: Ensure program compliance of Housing's inititives. This has been restructured in FY2011.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: HCD-Housing Program Initiatives -- 320006

Mission: Promote homeownership among low to moderate income individuals and affordable housing assistance/development within low to moderate income areas.

Goal: Revitalize communities which have been disadvantaged and underserved.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Foreclosed Vacant Lots	N/A	N/A	**96**
Resale-Vacant Lots	N/A	N/A	**67**
Homebuyers-AHP	N/A	N/A	**83**

Division Summary

Fund Name : General Fund
Business Area Name : Housing & Community Development
Fund No./Bus Area No. : 1000 / 3200

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Administrative Services 320002						
Ensure the grant awarded for SEARCH initiatives equate to the funding for SEARCH's Mobile Outreach Program to support homeless prevention activities Citywide.	0.0	139,930	0.0	305,035	**0.0**	**367,351**
Director Prgm Compliance 320005						
Ensure program compliance of Housing's initiatives. This has been restructured in FY2011.	0.2	0	0.1	41,888	**0.0**	**0**
HCD-Housing Program Initiatives 320006						
Promote affordable housing initiatives though the purchase of vacant tax foreclosed properties and their resale to affordable housing developer/contractors and community housing development organizations. In addition, marketing "Affordable Housing Programs (AHP)" to potential homebuyers, developer/contractors, and realtors.	2.3	691,584	3.0	538,493	**2.9**	**252,428**
Total	2.5	831,514	3.1	885,416	**2.9**	**619,779**

Business Area Roster Summary

Fund Name : **General Fund**
Business Area Name : **Housing & Community Development**
Fund No./Bus Area No. : **1000 / 3200**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE SPECIALIST	20	0.0	1.6	1.6
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	0.0	(1.0)
DEPUTY DIRECTOR (EXE LEV)	34	1.0	0.3	(0.7)
EXECUTIVE STAFF ANALYST	30	1.0	0.0	(1.0)
STAFF ANALYST (EXE LEV)	26	0.0	1.0	1.0
Total FTEs		**3.0**	**2.9**	**(0.1)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**3.0**	**2.9**	**(0.1)**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Housing & Community Development
Fund No./Bus. Area No. : 1000 / 3200

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	597,354	547,492	572,137	**180,738**
500110	Bilingual Pay - Civilian	0	0	0	**1,198**
501070	Pension - Civilian	53,290	83,500	66,964	**32,532**
501160	Vehicle Allowance - Civilian	695	4,216	4,216	**1,386**
502010	FICA - Civilian	23,747	40,729	32,620	**13,918**
503010	Health Ins-Act Civilian	15,602	30,832	30,833	**18,737**
503015	Basic Life Insurance - Active Civilian	113	199	198	**81**
503060	Long Term Disability-Civilian	255	333	333	**252**
503090	Workers Compensation-Civilian-Admin	528	824	824	**591**
504030	Unemployment Claims - Administration	0	70	70	**2,995**
Total	**Personnel Services**	**691,584**	**708,195**	**708,195**	**252,428**
520103	Subrecipient Contract Services	107,916	133,883	133,883	**133,883**
520115	Real Estate Lease/Office Rental	0	0	0	**189,000**
521610	Voice Services	22	5,233	5,233	**2,585**
521625	Voice Labor	140	50	50	**69**
521630	GIS Revolving Fund Services	0	3,836	3,836	**3,807**
522430	Miscellaneous Other Services & Charges	26,717	11,421	11,421	**20,180**
522722	KRONOS Service Chargeback	0	0	0	**142**
522795	Other Interfund Services	5,135	22,798	22,798	**17,685**
Total	**Other Services and Charges**	**139,930**	**177,221**	**177,221**	**367,351**
	Grand Total Expenditures	**831,514**	**885,416**	**885,416**	**619,779**

LIBRARY

Department Description and Mission

The mission of the Houston Public Library (HPL) is to deliver quality customer service by offering a broadly defined program of education, research, multi-cultural and multi-generational enrichment to meet the needs of Houston's diverse population. Services include an extensive research and circulation book collection; a repository for federal, state, and local documents; information and research assistance by phone, electronically, and in person; collections of non-traditional library materials such as digital media; services to the hearing and visually impaired; and literacy/educational support through various age-appropriate programs to encourage reading among youth and the larger community.

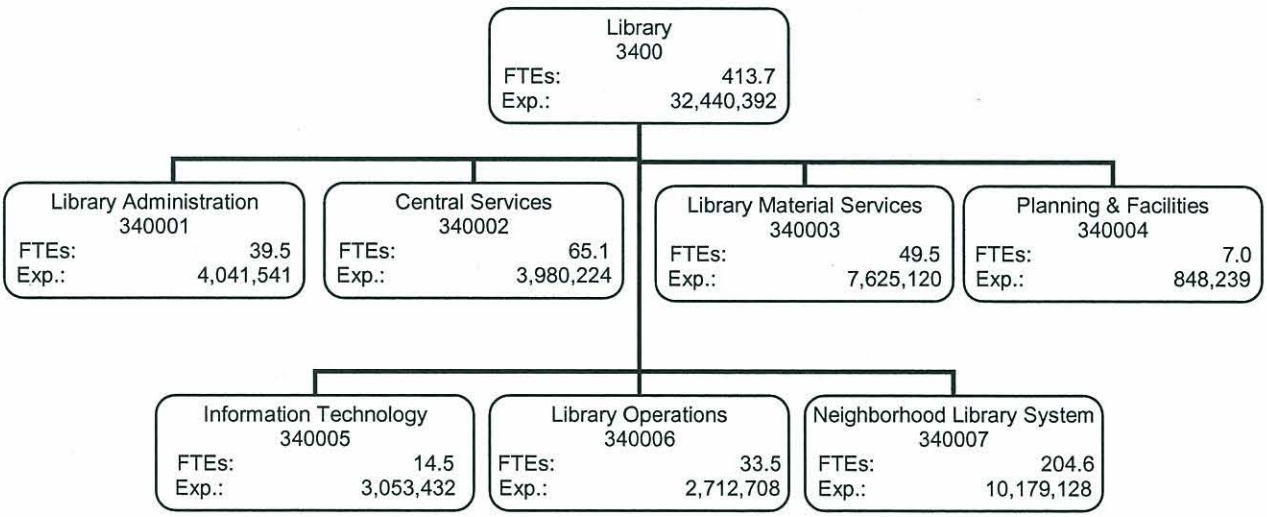
Short-Term Goals

- Expand access to technology, computer instruction, the internet and electronic information resources. Specific projects include:
  - Digitizing materials held in HPL's special collections
  - Expanding the Digital Inclusion Project
  - Increasing the number of computers in HPL facilities
- Place greater emphasis on services to children and teens, with specific new services to support educational success.

Long-Term Goals

- Provide a broad array of innovative, customer driven services through the efficient use of staff, fiscal resources, interdepartmental collaborations and community partnerships.

Department Organization



Business Area Budget Summary

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus. Area No. : 1000 / 3400

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	26,466,629	25,176,833	25,176,833	**23,449,871**
	Supplies	322,252	296,141	296,138	**237,118**
	Other Services and Charges	4,157,952	4,572,805	4,572,808	**4,066,903**
	Equipment	15,624	0	0	**0**
	Non-Capital Equipment	6,252,502	5,671,965	5,671,965	**4,686,500**
	Total M & O Expenditures	37,214,959	35,717,744	35,717,744	**32,440,392**
	Debt Service & Other Uses	21,860	9,223	9,223	**0**
	Total Expenditures	37,236,819	35,726,967	35,726,967	**32,440,392**
Revenues		1,272,358	853,202	1,753,302	**724,660**
Staffing	Full-Time Equivalents - Civilian	517.2	508.6	496.2	**413.7**
	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	517.2	508.6	496.2	**413.7**
	Full-Time Equivalents - Overtime	0.2	0.6	0.6	**0.0**

Significant Budget Changes and Highlights

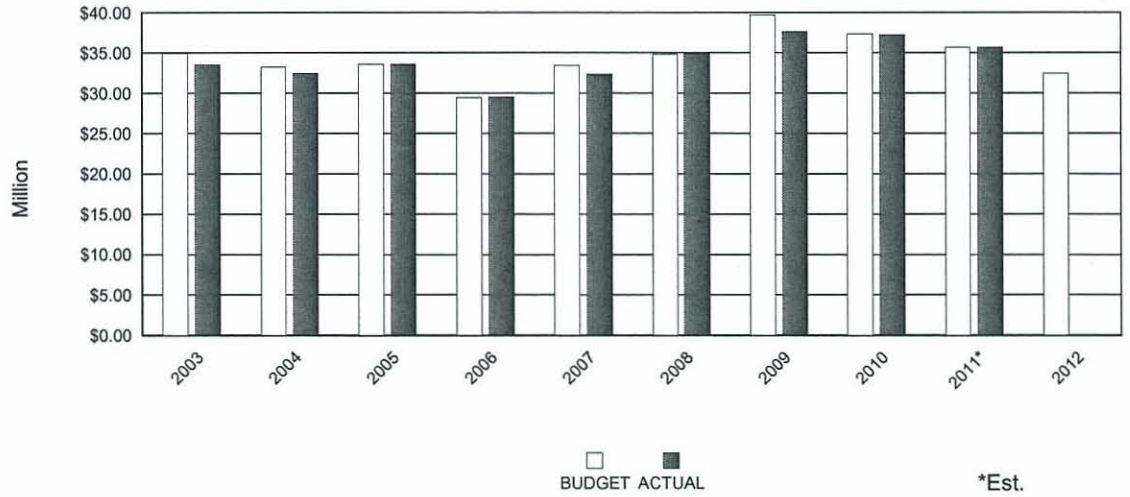
FY2012 Budget Highlights includes the following:

o Provide archival service, reference and special research services at the Jesse Jones Building, the Clayton Geneological Center, the Texas Metropolitan Research Center and the future Gregory School Archival Library.

o Ensure design criteria meets Americans with Disabilities Act compliance for all facilities. Manage land acquisitions for new facilities or the replacement of existing library facilities.

o Programs for youth and adults in school support, literacy advancement, technology access and instruction and workforce development.

Library
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus Area No. : 1000 / 3400

Name: HPL-Library Administration -- 340001

Mission: To support all administrative functions in the areas of Human Resources, Financial Services, Communications and Fleet Inventory and Distribution Services.

Goal: Ensure maximum utilization of budgeted funds. Recruit and retain staff who demonstrate effective performance. Identify training needs and provide training information and opportunities to the library staff.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Calendar Events	N/A	180,000	**180,000**
Promotional E-comm	N/A	800	**800**
Email Subscribers	N/A	3,200	**3,200**

Name: HPL-Central Services -- 340002

Mission: To assist the computer users with reference transactions and research services.

Goal: Provide archival service, reference and special research services at the Jesse Jones Building, the Clayton Geneological Center, the Texas Metropolitan Research Center and the future Gregory School Archival Library.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Reference Transactions	280,000	230,000	**136,000**
Computer Users	300,000	300,000	**190,000**
Circulation	N/A	N/A	**1,100,000**

Name: HPL-Library Material Services -- 340003

Mission: Immediate response to all customer inquiries regarding materials and circulations.

Goal: Acquire, prepare and catalog library materials for system wide circulation.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Collections Inventoried	N/A	6	**6**
Items Added to Collection	N/A	350,000	**350,000**
New Titles Added	N/A	45,000	**45,000**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus Area No. : 1000 / 3400

Name: HPL-Planning & Facilities -- 340004

Mission: Conduct thorough design reviews in a timely manner so that facilities meet current needs.

Goal: Ensure design criteria meets Americans with Disabilities Act compliance for all facilities. Manage land acquisitions for new facilities or the replacement of existing library facilities. Meet all applicable city, state and federal building standards.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Design Review Turnaround	N/A	2 Weeks	**2 Weeks**
Branch Maint. Review w/Mgr	N/A	2 Days	**2 Days**

Name: HPL-Information Technology -- 340005

Mission: Enhancement of "virtual" library services and implementation of Personal Computer reservation.

Goal: Support and maintain computer labs and telecommunications equipment to provide uninterrupted service to the public and staff.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Computer Classes	1,506	1,700	**1,800**
Computer Class Attendance	11,212	9,900	**10,000**

Name: HPL-Library Operations -- 340006

Mission: Offer extraordinary, knowledgeable and in-depth customer service.

Goal: Provide system wide library services through circulation of materials, reference services and programming for youth and adults.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Total Circulation	6,208,092	6,263,445	**6,326,079**
Juvenile Circulation	3,161,764	2,921,498	**2,950,713**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus Area No. : 1000 / 3400

Name: HPL-Neighborhood Library System -- 340007

Mission: Provide full library services at all our locations, assistance to all library reference transactions and library materials checked out.

Goal: Provide library services through the circulation of materials, reference services, and programming for youth and adults.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Reference	829,000	577,775	**320,000**
Computer Users	1,204,600	974,000	**640,000**
Circulation	N/A	N/A	**3,900,000**

Division Summary

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus Area No. : 1000 / 3400

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HPL-Library Administration 340001 Provides policy direction, financial accounting and human resources support. Supports and coordinates all library delivery services and fleet services. Provides financial administrative support for grants, contracts, operational audits and financial audits.	73.9	5,014,520	44.7	4,602,219	**39.5**	**4,041,541**
HPL-Central Services 340002 Provides information and reference assistance in person and by telephone. Provides library materials for in-house use and check out. Provides research materials and user assistance of special research collection.	72.9	4,127,734	74.0	4,286,071	**65.1**	**3,980,224**
HPL-Library Material Services 340003 Acquires and catalogs all new books, journals and other library materials. Processes materials for use by borrowers. Provides inventory control of library materials for all branches. Sorts and distributes mail. Maintains library borrower database.	57.1	9,276,016	57.0	8,665,891	**49.5**	**7,625,120**
HPL-Planning & Facilities 340004 Provides coordination of facilities maintenance, security, programming, design, construction, land acquisition, and management of the capital improvement plan. Maintains furniture and fixture inventory. Coordinates space planning, relocations, openings and closings.	8.0	901,195	8.0	872,029	**7.0**	**848,239**
HPL-Information Technology 340005 Responsible for the development, acquisition, installation, implementation, maintenance, training and technical support of all information and telecommunication technologies.	15.4	3,854,795	15.8	3,542,896	**14.5**	**3,053,432**
HPL-Library Operations 340006 Consists of one Central Library, branch libraries and all special sevice units. Coordinates the selection of library materials for central and branch services.	37.9	2,762,103	40.7	2,891,754	**33.5**	**2,712,708**

Division Summary

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus Area No. : 1000 / 3400

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HPL-Neighborhood Library System 340007						
Neighborhood libraries makes up more than half of the total workforce of HPL. We provide full library services at 35 locations throughout Houston.	252.0	11,300,456	256.0	10,866,107	**204.6**	**10,179,128**
Total	517.2	37,236,819	496.2	35,726,967	**413.7**	**32,440,392**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus Area No. : 1000 / 3400

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT ASSOCIATE	14	3.0	2.0	(1.0)
ACCOUNTANT SUPERVISOR	24	1.0	1.0	
ADMINISTRATION MANAGER	26	6.0	6.0	
ADMINISTRATIVE AIDE	10	8.7	8.0	(0.7)
ADMINISTRATIVE ASSISTANT	17	5.0	5.0	
ADMINISTRATIVE ASSOCIATE	13	2.0	2.0	
ADMINISTRATIVE COORDINATOR	24	2.7	2.5	(0.2)
ADMINISTRATIVE SPECIALIST	20	4.0	4.0	
ADMINISTRATIVE SUPERVISOR	22	4.0	3.0	(1.0)
ARCHIVIST I	16	1.0	1.0	
ARCHIVIST II	21	3.0	3.0	
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	2.0	
ASSISTANT DIRECTOR-LIBRARY (EXE LEV)	32	1.0	1.0	
ASSISTANT PROJECT MANAGER	20	1.0	0.0	(1.0)
ASSISTANT SUPERINTENDENT	20	2.0	2.0	
BUYER	16	1.0	1.0	
CLERK	5	0.7	0.5	(0.2)
CUSTOMER SERVICE CLERK	10	2.9	2.0	(0.9)
CUSTOMER SERVICE REP. II	15	2.0	2.0	
DATA ENTRY OPERATOR	8	2.0	2.0	
DEPUTY DIRECTOR (EXE LEV)	34	2.0	2.0	
DIVISION MANAGER	29	3.0	2.0	(1.0)
DIVISION MANAGER (EXE LEV)	29	1.0	1.0	
FINANCIAL ANALYST III	21	1.0	1.0	
HUMAN RESOURCES SPECIALIST	17	1.0	0.0	(1.0)
HUMAN RESOURCES SUPERVISOR	24	1.0	0.0	(1.0)
IMAGING TECHNICIAN	5	1.0	1.0	
INVENTORY MANAGEMENT CLERK	9	7.0	6.0	(1.0)
IS/IT HELP DESK COORDINATOR	10	2.8	1.5	(1.3)
LIBRARIAN I	16	11.0	11.0	
LIBRARIAN II	21	47.0	38.0	(9.0)
LIBRARIAN III	23	44.0	38.5	(5.5)
LIBRARIAN IV	25	11.0	8.0	(3.0)
LIBRARIAN V	27	3.0	2.0	(1.0)
LIBRARY ASSISTANT	5	116.8	99.0	(17.8)
LIBRARY ASSISTANT SUPERVISOR	14	10.0	10.0	
LIBRARY CHIEF	29	3.0	3.0	
LIBRARY DIRECTOR	35	1.0	1.0	
LIBRARY SERVICE SPECIALIST	13	51.3	34.0	(17.3)
LIBRARY SERVICE SUPERVISOR	21	3.0	3.0	
MANAGEMENT ANALYST III	21	1.0	0.5	(0.5)
MESSENGER	6	7.0	4.0	(3.0)
MICROCOMPUTER ANALYST	20	3.0	3.0	
OFFICE SUPERVISOR	17	4.0	4.0	
OFFSET PRESS OPERATOR	10	1.0	1.0	
PROGRAMMER ANALYST IV	25	1.0	1.0	
PROJECT MANAGER	24	2.0	2.0	
PURCHASING MANAGER	27	1.0	1.0	
SENIOR COMMUNICATIONS SPECIALIST	20	2.0	2.0	
SENIOR DATA ENTRY OPERATOR	12	9.0	9.0	
SENIOR GRAPHIC DESIGNER	21	1.0	0.0	(1.0)
SENIOR HUMAN RESOURCES SPECIALIST	21	3.0	0.0	(3.0)

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus Area No. : 1000 / 3400

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR IMAGING TECHNICIAN	13	2.0	2.0	
SENIOR INVENTORY MANAGEMENT CLERK	12	5.0	4.0	(1.0)
SENIOR LIBRARY ASSISTANT	9	52.0	44.0	(8.0)
SENIOR LIBRARY SERVICE SPECIALIST	16	29.0	23.0	(6.0)
SENIOR OFFICE ASSISTANT	12	2.7	2.5	(0.2)
STAFF ANALYST	26	2.0	1.0	(1.0)
TECHNICAL HARDWARE ANALYST I	17	4.0	4.0	
TRAINING COORDINATOR	24	1.0	0.0	(1.0)
Total FTEs		**508.6**	**420.0**	**(88.6)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**6.3**	**6.3**
Full-Time Equivalents		**508.6**	**413.7**	**(94.9)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus Area No. : 1000 / 3400

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
3400010002	**HPL-Financial Services**			
425040	Indirect Cost-Houston Area Lib Auto NetWork	99,000	99,000	**99,000**
426430	Facility Rental Fees	5,000	5,000	**1,500**
443150	Telecommunications Revenue	100	100	**100**
443160	Vending Machine Concessions	1,200	800	**500**
447020	Garage Parking Revenue	80,000	65,000	**60,000**
452020	Recoveries & Refunds	2,000	11,500	**2,000**
452030	Miscellaneous Revenue	1,500	7,000	**1,500**
Total	**HPL-Financial Services**	**188,800**	**188,400**	**164,600**
3400030001	**HPL-Library Material Services**			
426040	Library Service Charges	0	500	**0**
428020	Library Fines	600,000	600,000	**500,000**
428080	Returned Check Charges	150	150	**60**
Total	**HPL-Library Material Services**	**600,150**	**600,650**	**500,060**
3400060001	**HPL-Public Services**			
425110	Indirect Cost Recovery-Grants	64,252	64,252	**60,000**
434240	Sale of Capital Assets-Land/Streets	0	900,000	**0**
Total	**HPL-Public Services**	**64,252**	**964,252**	**60,000**
Total	**Library**	**853,202**	**1,753,302**	**724,660**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus. Area No. : 1000 / 3400

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	17,897,025	17,091,842	17,091,842	**15,474,897**
500030	Salary Part Time - Civilian	1,048,673	815,455	765,297	**482,977**
500060	Overtime - Civilian	11,367	2,000	2,000	**0**
500090	Premium Pay - Civilian	23,244	0	0	**0**
500110	Bilingual Pay - Civilian	23,019	23,957	23,957	**0**
500210	Pay for Performance-Municipal	4,500	0	0	**0**
501070	Pension - Civilian	2,653,585	2,601,408	2,633,155	**2,785,472**
501120	Termination Pay - Civilian	488,514	456,955	456,955	**250,000**
501160	Vehicle Allowance - Civilian	12,649	12,648	12,648	**12,648**
502010	FICA - Civilian	1,420,539	1,327,990	1,312,888	**1,215,572**
503010	Health Ins-Act Civilian	2,641,979	2,595,454	2,626,122	**2,633,251**
503015	Basic Life Insurance - Active Civilian	10,552	10,640	10,736	**9,135**
503060	Long Term Disability-Civilian	38,588	39,104	38,106	**33,514**
503090	Workers Compensation-Civilian-Admin	99,348	107,140	110,887	**83,105**
503100	Workers Compensation-Civilian-Claim	86,159	75,000	75,000	**75,000**
504030	Unemployment Claims - Administration	6,888	17,240	17,240	**394,300**
Total	**Personnel Services**	**26,466,629**	**25,176,833**	**25,176,833**	**23,449,871**
511045	Computer Supplies	81,001	64,647	64,647	**42,196**
511050	Paper & Printing Supplies	39,681	38,512	38,512	**30,000**
511055	Publications & Printed Materials	165	4,000	4,000	**0**
511060	Postage	11,311	8,000	8,000	**4,000**
511070	Miscellaneous Office Supplies	90,500	81,297	81,294	**77,037**
511075	Library Circulation Supplies	49,816	40,000	40,000	**30,000**
511110	Fuel	34,416	42,000	42,000	**42,000**
511115	Vehicle Repair & Maintenance Supplies	1,061	5,200	5,200	**3,200**
511120	Clothing	5,971	0	0	**0**
511145	Small Tools & Minor Equipment	322	1,200	1,200	**900**
511150	Miscellaneous Parts & Supplies	8,008	11,285	11,285	**7,785**
Total	**Supplies**	**322,252**	**296,141**	**296,138**	**237,118**
520102	Security Services	34,893	130,000	130,000	**130,000**
520107	Computer Info/Contr	1,532,044	1,470,531	1,470,705	**1,303,984**
520109	Medical Dental & Laboratory Services	1,151	1,000	1,000	**0**
520110	Management Consulting Services	8,060	56,000	56,000	**20,000**
520114	Miscellaneous Support Services	400,000	400,000	400,000	**400,000**
520115	Real Estate Lease/Office Rental	122,306	114,500	114,500	**135,318**
520116	Parking Services Contract	13,461	14,400	14,400	**14,400**
520119	Computer Equipment/Software Maintenance	70,269	70,500	70,500	**40,000**
520120	Communications Equipment Services	295	1,600	1,600	**1,600**
520121	IT Application Svcs	14,803	4,100	13,733	**14,583**
520123	Vehicle & Motor Equipment Services	26,487	37,566	37,566	**30,000**
520124	Other Equipment Services	701,828	714,902	714,902	**400,000**
520515	Print Shop Services	2,142	2,229	2,229	**1,500**
520520	Printing & Reproduction Services	54,308	51,210	51,036	**10,000**
520705	Insurance Fees	356,130	338,853	338,853	**401,526**
520765	Membership & Professional Fees	681	1,385	1,385	**285**
520805	Education & Training	20,230	21,000	21,000	**2,000**
520905	Travel - Training Related	29,485	0	0	**0**
520910	Travel - Non-Training Related	8,922	9,900	9,900	**2,300**
521605	Data Services	30,862	45,193	45,193	**66,337**
521610	Voice Services	260,263	238,678	238,678	**253,493**
521620	Voice Equipment	67,200	41,152	41,152	**34,026**
521625	Voice Labor	38,628	58,476	48,843	**38,208**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Library
Fund No./Bus. Area No. : 1000 / 3400

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521630	GIS Revolving Fund Services	0	21,220	21,220	**21,058**
521730	Parking Space Rental	69,913	90,000	90,000	**90,000**
522410	Cashier Shortages	50	0	0	**0**
522430	Miscellaneous Other Services & Charges	272,647	310,021	310,021	**271,702**
522435	Interest Charges Past Due Accounts	0	0	3	**0**
522721	Interfund HR Client Services	0	281,039	281,039	**276,936**
522722	KRONOS Service Chargeback	0	0	0	**17,149**
522723	Drainage Fee Service Chargeback	0	0	0	**43,148**
522735	Interfund Communication Equipment Repair	1,350	1,350	1,350	**1,350**
522780	Interfund Photo Copy Services	19,544	46,000	46,000	**46,000**
Total	**Other Services and Charges**	**4,157,952**	**4,572,805**	**4,572,808**	**4,066,903**
560230	Computer HW and Developed SW	15,624	0	0	**0**
Total	**Equipment**	**15,624**	**0**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	92,833	84,892	84,892	**0**
551015	Non-Capital Computer Equipment	49,492	0	0	**0**
551035	Non-Capital Library books	6,110,177	5,587,073	5,587,073	**4,686,500**
Total	**Non-Capital Equipment**	**6,252,502**	**5,671,965**	**5,671,965**	**4,686,500**
532120	Transfer to Fleet/Eq	21,860	9,223	9,223	**0**
Total	**Debt Service and Other Uses**	**21,860**	**9,223**	**9,223**	**0**
	Grand Total Expenditures	**37,236,819**	**35,726,967**	**35,726,967**	**32,440,392**

PARKS AND RECREATION

Department Description and Mission

The Houston Parks and Recreation Department (HPARD) was created by City ordinance on March 15, 1916, as the Department of Public Parks and began with two facilities – Sam Houston Park and Hermann Park. Since that time, the number of parks has grown to over 360, which offer a wide variety of amenities including swimming pools, community centers, tennis and basketball courts, fitness centers, golf courses, walking/jogging trails, skate parks, dog parks, and nature areas. The Department also stewards the tree canopy in parks and on all City of Houston right-of-ways. In 2008, the Department became the 74th Parks and Recreation Department among more than 20,000 agencies across the country to receive the Commission for Accreditation of Park and Recreation Agencies-National Recreation and Park Association (CAPRA-NRPA) accreditation at the NRPA Congress held in Baltimore, Maryland by the Commission Chairperson, Ms. Sandra Whitmore. The accreditation is a benchmark achievement that confirms HPARD conducts its business in compliance with national standards and expectations.

The mission of the Parks and Recreation Department is to enhance the quality of urban life by providing safe and well maintained parks and offering affordable programs for the community.

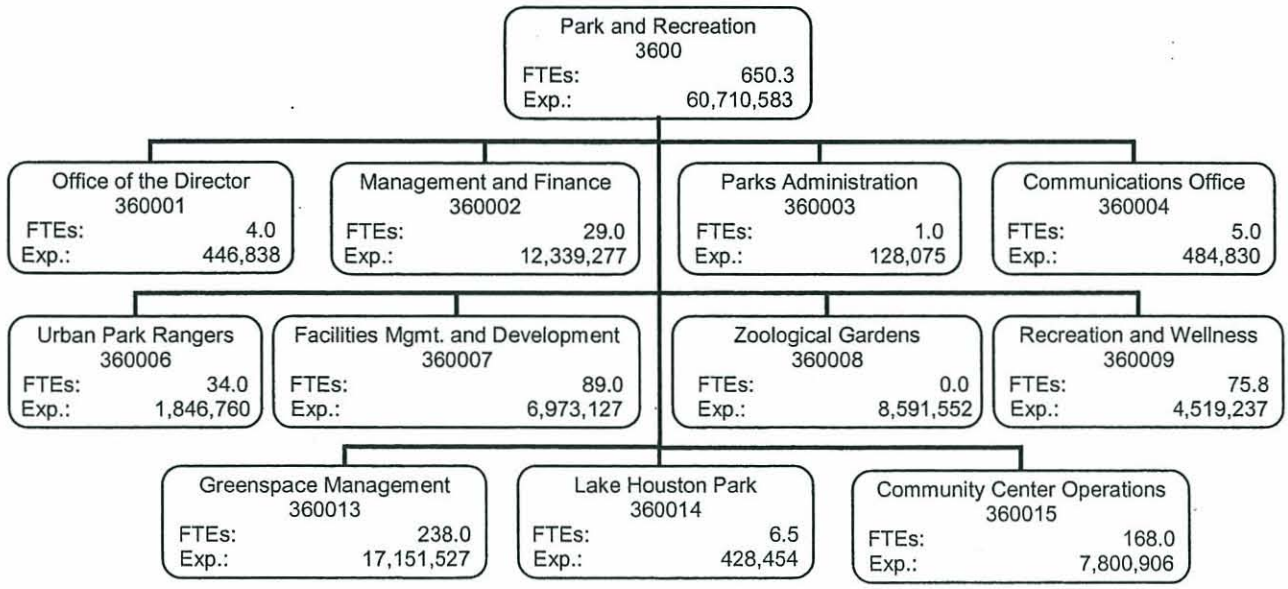
Short-Term Goals

- Identify and operate facilities within the Park system with the resources available.
- Continue developing strategies to expand the City's Wellness Program.
- Continue offering activities and developing programs at the Community Centers.
- Continue partnering with other City departments and agencies to offer additional park enhancements and recreational programs to our citizens.

Long-Term Goals

- Acquire and develop park land with CIP funding, Houston Parks Board (HPB) and private partners.
- Extension of trails in the trail system.
- Search and apply for grants to supplement funding for programs offered at the Community Centers, Adaptive Recreation Center, and Lake Houston Wilderness Park.
- Identify opportunities with local partners to expand resources for operations and programs.
- Continue to follow NRPA standards so that the department may stay in compliance with accreditation mandates and benchmark the system to a national standard.

Department Organization



Business Area Budget Summary

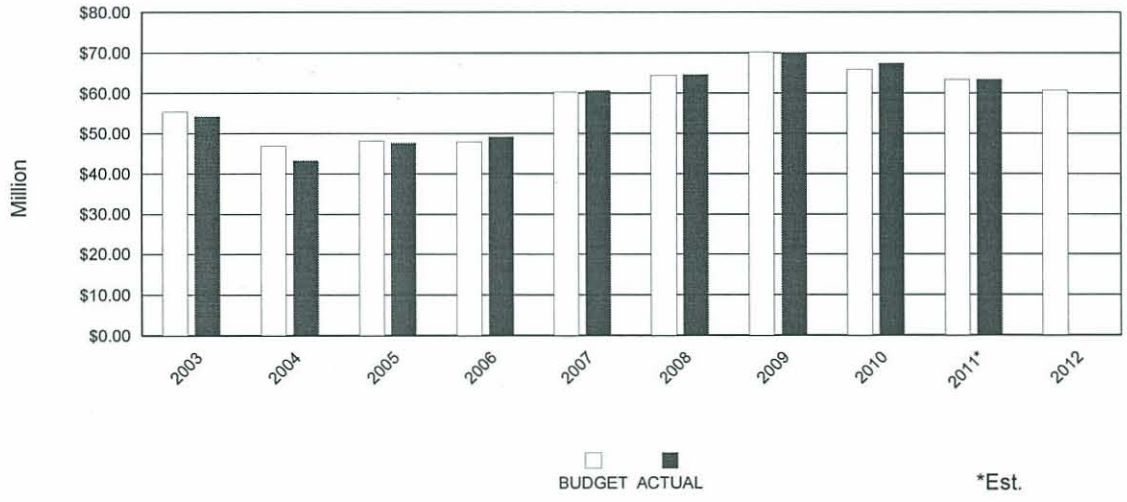
Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 1000 / 3600

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	40,672,380	40,246,924	39,911,973	**34,970,277**
	Supplies	3,380,564	3,360,406	3,433,449	**2,662,587**
	Other Services and Charges	22,790,620	19,366,904	19,628,812	**22,946,452**
	Total M & O Expenditures	66,843,564	62,974,234	62,974,234	**60,579,316**
	Debt Service & Other Uses	656,800	524,645	524,645	**131,267**
	Total Expenditures	67,500,364	63,498,879	63,498,879	**60,710,583**
Revenues		1,308,547	1,149,800	1,149,800	**1,149,500**
Staffing	Full-Time Equivalents - Civilian	833.1	841.2	768.7	**650.3**
	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	833.1	841.2	768.7	**650.3**
	Full-Time Equivalents - Overtime	5.7	5.8	5.8	**0.5**

Significant Budget Changes and Highlights

- o Continue partnering with other City departments such as Library, Health, Planning, and Public Works and Engineering to offer the best family experience that the City has to offer.
- o Continue to offer great summer programs to City's youth including but not limited to: free swimming, the basics of tennis and golf, baseball, football and basketball leagues, and nature trips to Lake Houston Wilderness Park.
- o Continue adaptive sports and recreation activities offered for children and adults with disabilities at the Metropolitan Multi-Service Center.

Parks and Recreation
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Name: Office of the Director -- 360001

Mission: Provide direction to the park's staff in achieving the department's mission.

Goal: Ensure that financial, communications and human relations activities are conducted at the highest level. To plan, procure, develop, and maintain parks and recreation resources and provide leadership for the effective and satisfactory use of leisure time.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Executive staff meetings	40	26	**26**
Monthly leadership meeting	12	12	**9**

Name: Management and Finance -- 360002

Mission: Provide oversight of the department's budget, effectively support administrative services including purchasing, accounts receivables, accounts payable, computer systems, fixed assets, and grants management.

Goal: Ensure that budgetary, financial management, information systems, and human relations are conducted at the highest level. Procure supplies and services expeditiously and in accordance with City regulations.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Employees trained	6,045	4,414	**N/A**
Purchase orders processed	894	553	**600**
Financial reports	12	12	**12**
Cash receipts processed	5,370	5,200	**5,000**
Payments processed	6,200	6,000	**5,800**

Name: Parks Administration -- 360003

Mission: Support the mission of the department by providing park users in the City of Houston's signature parks with the highest quality facilities.

Goal: Continue the development of City's signature parks to provide superior venues for the citizens and positive image for the City of Houston. In FY2012, plans are to move functions to the Facilities Management and Development Group.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Meetings with directors/ interest groups/contractor	320	320	**336**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Name: Communications Office -- 360004

Mission: Provide media communications, branding and marketing, web development, printing and communications function of the department.

Goal: Provide media communications support for department at all levels.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Press releases/media value	N/A	$22,792,226	**$24,000,150**
Graphic requests/ web upd	700	671	**700**
Incoming 311 calls	6,891	7,801	**9,000**
Citizen questions managed	482	809	**1,000**
Public information request	32	20	**20**

Name: Grant, Legislation and Development Office -- 360005

Mission: Provide safe, well-maintained parks and offer affordable programs to the community.

Goal: Direct Grants, Legislation and Development's (GLAD) resources to productively reflect HPARD's strategic goals and priorities. Coordinate with other divisions to accurately reflect their needs, operations and highlights. In FY2012, plans are to move functions to the Management and Finance Group.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Proposals submitted	47	38	**38**
Dollar amount requested	$18,653,372	$12,500,000	**$12,500,000**
Funded projects/value	$1,291,344	$3,000,000	**$2,000,000**
In-kind contribution/value	$387,586	$17,000,000	**$17,000,000**
Active grant project mgmt	N/A	45	**45**

Name: Urban Park Rangers -- 360006

Mission: To uphold the department's mission by enforcing the rules, regulations and other applicable laws that protects the City of Houston's natural as well as cultural resources and to achieve visitor safety.

Goal: Provide a safe and secure environment to both the citizens and employees, to efficiently utilize resources, and to respond to community needs. Provide experiences that create positive connections between the Urban Park Rangers and patrons. In FY2012, plans are to move Urban Park Rangers' function to the Facilities Management and Development Group and the Safety Section to Management and Finance.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Hours of park patrol	53,500	58,600	**35,000**
Facilities secured	120	125	**125**
Parking citations issued	1,650	1,500	**800**
Safety tailgate sessions	40,000	58,600	**42,325**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Name: Facilities Management & Development -- 360007

Mission: Provide world class park facilities by implementing Capital Improvement Plan and maintaining all facilities. Support the mission of the department by providing safe, well-maintained parks and to be good stewards of the environment.

Goal: Implement the Capital Improvement Plan by providing project direction and coordination.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Playground inspections	3,676	3,800	**3,500**
Facility work orders completed	22,551	22,000	**20,000**
Park sites improved	13	19	**8**

Name: Zoological Gardens -- 360008

Mission: Make timely payments pursuant to the City of Houston contract with the Houston Zoo.

Goal: Ensure that the Houston Zoological, Inc. remain in compliance with the contractual agreement. The Consumer Price Index (CPI) increases the contract amount each year.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Monthly deadline met	100%	100%	**100%**

Name: Recreation and Wellness -- 360009

Mission: Enhance the quality of life and wellness of Houstonians and ensuring that their environment and programs remain engaging. Provide youth and adults affordable recreational sports and fitness programs and provide a safe place for participating patrons.

Goal: Provide quality leisure and wellness programs at swimming pools, golf courses and tennis centers. Provide golf, tennis and swim instructions, access to sports and wellness activities for all, including people with physical disabilities.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
After school achiev. prog.	1,540	1,401	**N/A**
Adaptive fitness	16,755	20,100	**15,075**
Family programs/Sr. social	3,917	3,956	**3,708**
Adaptive sports	3,130	4,100	**3,075**
Aquatics	266,979	207,869	**215,000**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Name: Greenspace Management -- 360013

Mission: Support the mission of the department by providing safe, well-maintained parks and to be good stewards of the environment in carrying out that mission.

Goal: Adhere to qualitative standards for mowing and delittering City of Houston (COH) parks and facilities. Provide arts, science and the technology of managing trees, forests, and natural resources in and around the city metro area for the health and well being of the communities.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Parks/plazas mowing cycle	10.51	14.60	**14.0**
Bike/hike mowing cycle	10.14	14.80	**14.0**
Libraries/multi mow cycle	8.99	11.50	**14.0**
Esplanade mowing cycle	11.16	18.40	**N/A**

Name: Lake Houston Park -- 360014

Mission: Provide safe well-maintained parks and affordable programs for the community.

Goal: Ensure that the park is properly managed and maintained to provide a safe and enjoyable experience for park patrons. Provide outdoor recreational programs (including camps). Manage the natural resources based on sound science to perpetuate the resource for community now and for future generations. In FY2012, plans are to move management of Lake Houston Park to the Greenspace Management Group.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Paid visitors	18,200	20,000	**22,000**
Revenue	84,226	86,000	**90,000**

Name: Community Center Operations -- 360015

Mission: Enhance the quality of life and wellness of Houstonians by providing affordable programs at HPARD Community Centers.

Goal: Provide quality leisure and wellness programs for youth, adults and seniors. Offer after school programs, summer camps, youth sports and wellness activities for youth, adults and seniors.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
After school enrichment	2,859	3,154	**1,988**
Senior/adults and crafts	246	678	**437**
Adult fitness	7,509	6,354	**4,375**
Summer enrichment	5,578	5,930	**3,768**
Youth sports	15,170	11,842	**9,500**

Division Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Office of the Director 360001						
Provide executive direction that enables the department to achieve its stated goals as identified in the department's master plan.	4.6	1,440,014	4.0	426,326	**4.0**	**446,838**
Management and Finance 360002						
Direct the operations of all budget, finance, accounts payable/receivable, human resources, payroll, support services, management systems, purchasing, and information systems including applied technology. This group includes utilities, insurance, fuel, and drainage fees.	54.6	13,044,369	40.8	11,785,933	**29.0**	**12,339,277**
Parks Administration 360003						
Coordinate all planning, design and construction activities for the City's signature parks. Provide direction and coordination to other divisions, advisory groups, park venues, consultants, contractors, and concessionaires for planning and development, events, traffic, parking, and other use of signature parks.	1.6	154,205	1.4	150,006	**1.0**	**128,075**
Communications Office 360004						
The division is responsible for media relations-branding-web and print material for HPARD. Press releases-website-printed materials-citizen email systems and social media are used to inform public of HPARD programs and facilities. Staff proactively develops relationships with newsrooms to promote HPARD and monitor media coverage to insure and/or correct inaccuracies in reporting on HPARD.	7.0	570,452	7.0	587,601	**5.0**	**484,830**
Grant, Legislation and Development Office 360005						
Provide professional support to HPARD's direct service divisions in grant application and grants management, value-added partnerships and development planning. Also review legislation and create award nominations.	3.0	281,217	3.0	288,802	**0.0**	**0**

Division Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Urban Park Rangers 360006						
Direct the safety operations and security services at parks, city operated pools, community centers, and other Parks Department facilities 24 hours a day, seven days a week. Ensure that the parks and park facilities are safe for patrons and employees. Educate parks patrons as well as employees on the aspect of personal and work place safety while mobilizing public safety awareness.	37.9	2,860,146	39.0	2,176,204	**34.0**	**1,846,760**
Facilities Management & Development 360007						
To plan, direct, coordinate and monitor park planning and expansion, construction and renovation of park facilities. Inspect all park amenities and provide routine maintenance of all park department facilities.	109.9	7,642,826	107.3	7,380,305	**89.0**	**6,973,127**
Zoological Gardens 360008						
On June 25, 2002 Houston City Council approved an ordinance privatizing the Houston Zoo (Ordinance 2002-574), which became effective July 8, 2002 in FY2003.	0.0	8,316,876	0.0	8,485,100	**0.0**	**8,591,552**
Recreation and Wellness 360009						
Operate 28 outdoor swimming pools, 7 golf courses, 1 junior golf facility, 3 tennis centers, 1 adaptive recreation center, 1 staffed skate park, the Houston Garden Center, the Memorial Park Fitness Center, 143 tennis courts, and 9 disc golf courses. In addition, the division manages all the programs, services, educational, and volunteer opportunities at these facilities year round.	102.4	5,569,126	95.9	5,630,167	**75.8**	**4,519,237**
Greenspace Management 360013						
Provides routine ground maintenance to COH parks, sports fields, trails, trees, libraries, multipurpose centers and other natural resources. Control invasive plants species and provide emergency services during disasters.	312.0	18,866,142	278.2	17,685,231	**238.0**	**17,151,527**

Division Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Lake Houston Park 360014						
Provide routine grounds and facility maintenance and recreational and natural resource based programming at the approximately 5000 acre Lake Houston Park. The natural reserve is utilized by the public for camping, outdoor recreation and natural resource based education.	5.2	405,403	5.5	416,222	**6.5**	**428,454**
Community Center Operations 360015						
Operate 40 community centers. Offer year-round programs for youth, adults and seniors at sites throughout the City.	194.9	8,349,588	186.6	8,486,982	**168.0**	**7,800,906**
Total	833.1	67,500,364	768.7	63,498,879	**650.3**	**60,710,583**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTING SERVICES SUPERVISOR	17	1.0	1.0	
ADMINISTRATION MANAGER	26	4.0	4.0	
ADMINISTRATIVE AIDE	10	6.0	4.0	(2.0)
ADMINISTRATIVE ASSISTANT	17	10.0	4.0	(6.0)
ADMINISTRATIVE ASSOCIATE	13	3.5	1.0	(2.5)
ADMINISTRATIVE COORDINATOR	24	8.4	7.0	(1.4)
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	0.0	1.0	1.0
ADMINISTRATIVE SPECIALIST	20	5.0	5.0	
ADMINISTRATIVE SUPERVISOR	22	3.0	2.0	(1.0)
ASSISTANT BUYER	12	1.0	1.0	
ASSISTANT DIRECTOR-PARKS & RECREATION (EXE LEV)	32	5.0	3.0	(2.0)
ASSISTANT ELECTRICAL SUPERVISOR	22	2.0	2.0	
ASSISTANT RECREATION REGIONAL MANAGER	25	4.0	0.0	(4.0)
ASSISTANT SHOP MANAGER	20	1.0	0.0	(1.0)
ASSISTANT SUPERINTENDENT	20	14.0	14.0	
AUTOMOTIVE SERVICE WRITER	15	1.0	0.0	(1.0)
BUILDING MAINTENANCE SUPERVISOR	13	1.0	1.0	
CARPENTER	14	7.0	6.0	(1.0)
CEMENT FINISHER	11	2.0	1.0	(1.0)
CEMENT FINISHER SUPERVISOR	15	1.0	0.0	(1.0)
COMMUNICATIONS TECHNICIAN	15	2.0	1.0	(1.0)
COMMUNITY INVOLVEMENT COORDINATOR	22	2.0	2.0	
COMMUNITY LIAISON	18	0.5	0.0	(0.5)
COMMUNITY RELATIONS SPECIALIST	11	1.4	0.0	(1.4)
CUSTODIAN	4	32.0	21.0	(11.0)
CUSTODIAN LEADER	8	1.0	1.0	
CUSTOMER SERVICE CLERK	10	4.0	3.0	(1.0)
CUSTOMER SERVICE REP. I	13	1.0	1.0	
CUSTOMER SERVICE REP. III	16	1.0	1.0	
CUSTOMER SERVICE SUPERVISOR	18	1.0	1.0	
DEPUTY DIRECTOR-PARKS & REC.	34	4.0	4.0	
DIVISION MANAGER	29	17.0	14.0	(3.0)
DIVISION MANAGER (EXE LEV)	29	2.0	2.0	
ELECTRICAL ESTIMATOR	23	1.0	1.0	
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	
ELECTRICIAN	18	14.0	11.0	(3.0)
ELECTRICIAN APPRENTICE	10	2.0	0.0	(2.0)
EQUIPMENT WORKER	13	95.5	72.5	(23.0)
EXECUTIVE OFFICE ASSISTANT	15	1.0	2.0	1.0
EXECUTIVE STAFF ANALYST	30	1.0	0.0	(1.0)
FIELD SUPERVISOR	17	62.0	51.0	(11.0)
FINANCIAL ANALYST III	21	2.0	2.0	
FINANCIAL ANALYST IV	25	1.0	1.0	
FIXED ASSET CLERK	10	1.0	0.0	(1.0)
FORESTER	15	1.0	0.0	(1.0)
GARDENER	8	7.0	6.0	(1.0)
GIS ANALYST	20	1.0	1.0	
GRAPHIC DESIGNER	17	2.0	1.0	(1.0)
GROUNDSKEEPER	5	1.0	0.0	(1.0)
HEAD LIFEGUARD	9	9.8	6.9	(2.9)
HEATING & AIR CONDITIONING LEADER	18	1.0	1.0	
HEATING & AIR CONDITIONING REPAIR PERSON	14	4.0	4.0	

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
HORTICULTURIST	18	4.0	3.0	(1.0)
HUMAN RESOURCES ASSISTANT	13	1.0	0.0	(1.0)
HUMAN RESOURCES SPECIALIST	17	2.0	0.0	(2.0)
HUMAN RESOURCES SUPERVISOR	24	1.0	0.0	(1.0)
INSPECTOR	18	1.0	1.0	
INSPECTOR TRAINEE	12	1.0	0.0	(1.0)
INVENTORY MANAGEMENT CLERK	9	2.0	0.0	(2.0)
IRM MANAGER	29	1.0	0.0	(1.0)
IRON WORKER	13	3.0	1.0	(2.0)
IRRIGATION INSTALLER	12	1.0	1.0	
IRRIGATION LEADER	18	2.0	2.0	
LABORER	4	1.0	1.0	
LIFEGUARD	8	24.0	18.2	(5.8)
MAINTENANCE MECHANIC I	8	5.0	1.0	(4.0)
MAINTENANCE MECHANIC II	12	6.0	5.0	(1.0)
MAINTENANCE MECHANIC III	14	10.0	10.0	
MANAGEMENT INTERN	11	0.2	0.0	(0.2)
MARKETING SPECIALIST	25	1.0	1.0	
MECHANIC HELPER	5	0.5	0.0	(0.5)
MECHANIC I	11	2.0	0.0	(2.0)
MECHANIC II	15	1.0	0.0	(1.0)
MECHANIC III	19	7.0	0.0	(7.0)
MEDIA REPRESENTATIVE	22	1.0	1.0	
MICROCOMPUTER ANALYST	20	1.0	1.0	
OFFICE SUPERVISOR	17	1.0	1.0	
PAINTER	11	4.0	2.0	(2.0)
PAINTER LEADER	15	1.0	1.0	
PARK MAINTENANCE AIDE	4	14.0	12.0	(2.0)
PARK MAINTENANCE SUPERVISOR	13	1.0	0.0	(1.0)
PARK NATURALIST	18	1.0	1.0	
PARKS & RECREATION DIRECTOR	36	1.0	1.0	
PLANNER	16	1.0	1.0	
PLUMBER	14	6.0	5.0	(1.0)
POOL MANAGER	13	4.0	1.0	(3.0)
POOL SUPERVISOR	10	11.8	7.4	(4.4)
PROCUREMENT SPECIALIST	24	1.0	1.0	
PROGRAMMER ANALYST III	22	1.0	0.0	(1.0)
PROGRAMMER ANALYST IV	25	1.4	1.0	(0.4)
PUBLIC INFORMATION OFFICER	26	1.0	0.0	(1.0)
RECEPTIONIST	7	1.0	1.0	
RECREATION ASSISTANT	6	67.5	67.3	(0.2)
RECREATION FACILITY MANAGER	20	18.0	17.0	(1.0)
RECREATION SPECIALIST	12	24.5	23.5	(1.0)
RECREATION SUPERVISOR	16	53.0	42.0	(11.0)
SAFETY REPRESENTATIVE	19	2.0	2.0	
SEMI-SKILLED LABORER	6	94.0	74.5	(19.5)
SENIOR ACCOUNT CLERK	13	5.4	2.0	(3.4)
SENIOR ACCOUNTANT	20	2.0	2.0	
SENIOR BUYER	22	1.0	1.0	
SENIOR CASHIER	10	1.0	1.0	
SENIOR COMMUNITY LIAISON	23	1.0	1.0	
SENIOR CONTRACT COMPLIANCE OFFICER	18	1.0	1.0	

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR DISPATCHER	12	4.0	4.0	
SENIOR FIXED ASSET SPECIALIST	17	2.0	1.0	(1.0)
SENIOR GIS TECHNICIAN	17	1.0	1.0	
SENIOR HUMAN RESOURCES SPECIALIST	21	2.5	0.0	(2.5)
SENIOR INVENTORY MANAGEMENT CLERK	12	2.0	0.0	(2.0)
SENIOR MICROCOMPUTER ANALYST	23	2.0	2.0	
SENIOR OFFICE ASSISTANT	12	7.0	2.0	(5.0)
SENIOR PLANNER	20	1.0	1.0	
SENIOR PROJECT MANAGER	27	1.0	1.0	
SENIOR STAFF ANALYST	28	1.0	1.0	
SENIOR SUPERINTENDENT	27	6.0	6.0	
SENIOR TELECOMMUNICATIONS SPECIALIST	21	1.0	1.0	
STAFF ANALYST	26	2.0	1.0	(1.0)
STUDENT INTERN II	10	0.5	0.0	(0.5)
SUPERINTENDENT	24	22.4	18.0	(4.4)
SYSTEMS CONSULTANT	26	1.0	0.0	(1.0)
SYSTEMS SUPPORT ANALYST III	22	1.0	0.0	(1.0)
TRAINER	17	1.0	0.0	(1.0)
TRAINING ADMINISTRATOR	24	1.0	0.0	(1.0)
URBAN GARDEN MANAGER	23	1.0	1.0	
URBAN PARK RANGER	12	25.0	23.0	(2.0)
URBAN PARK RANGER SUPERVISOR	17	2.0	0.0	(2.0)
WEB DESIGNER	21	1.0	1.0	
YOUTH SPORTS PROGRAM ASSISTANT MANAGER	20	1.0	0.0	(1.0)
YOUTH SPORTS PROGRAM MANAGER	25	1.0	1.0	
Total FTEs		**847.8**	**650.3**	**(197.5)**
Less adjustment for Civilian Vacancy Factor		**6.6**	**0.0**	**(6.6)**
Full-Time Equivalents		**841.2**	**650.3**	**(190.9)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 1000 / 3600

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
3600010001	**PRD-Director Office**			
422122	Municipal Service Fees - TIRZ	608,000	608,000	**608,000**
426370	Training Services	500	500	**500**
434510	Prior Year Revenue	2,000	2,000	**2,000**
452020	Recoveries & Refunds	536,300	536,300	**536,000**
452030	Miscellaneous Revenue	3,000	3,000	**3,000**
Total	**PRD-Director Office**	**1,149,800**	**1,149,800**	**1,149,500**
Total	**Parks and Recreation**	**1,149,800**	**1,149,800**	**1,149,500**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 1000 / 3600

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	25,885,331	26,062,489	25,832,278	**21,127,270**
500030	Salary Part Time - Civilian	1,453,390	1,127,981	1,114,723	**1,311,787**
500060	Overtime - Civilian	351,159	158,225	158,225	**89,000**
500090	Premium Pay - Civilian	49,085	55,370	55,370	**22,968**
500110	Bilingual Pay - Civilian	44,175	48,939	47,862	**34,348**
500180	Temporary Employees	993,708	969,332	969,332	**719,390**
501070	Pension - Civilian	3,863,392	3,912,480	3,880,437	**3,802,906**
501120	Termination Pay - Civilian	273,458	22,875	22,875	**22,875**
501160	Vehicle Allowance - Civilian	15,212	15,453	15,453	**11,153**
502010	FICA - Civilian	2,097,557	2,186,343	2,167,294	**1,778,997**
503010	Health Ins-Act Civilian	4,694,973	4,767,576	4,735,498	**4,297,478**
503015	Basic Life Insurance - Active Civilian	15,323	15,917	15,795	**12,487**
503060	Long Term Disability-Civilian	58,342	61,328	60,975	**47,345**
503090	Workers Compensation-Civilian-Admin	169,544	175,178	172,638	**131,397**
503100	Workers Compensation-Civilian-Claim	641,435	641,964	637,964	**558,722**
504030	Unemployment Claims - Administration	66,296	25,474	25,254	**1,002,154**
Total	**Personnel Services**	**40,672,380**	**40,246,924**	**39,911,973**	**34,970,277**
511010	Chemical Gases & Special Fluids	142,917	170,266	170,467	**97,300**
511015	Cleaning & Sanitary Supplies	149,952	166,589	166,610	**142,400**
511020	Construction Materials	201,315	202,780	206,780	**195,600**
511025	Electrical Hardware & Parts	137,267	136,781	127,046	**110,000**
511030	Mechanical Hardware & Parts	55,507	80,302	60,392	**59,700**
511035	Meters Hydrants & Plumbing Supplies	71,146	82,564	89,564	**70,700**
511040	Audiovisual Supplies	282	9,215	9,215	**7,800**
511045	Computer Supplies	25,078	37,918	37,918	**20,500**
511050	Paper & Printing Supplies	13,666	27,653	27,869	**14,500**
511055	Publications & Printed Materials	2,295	6,243	6,043	**4,200**
511060	Postage	5,013	6,500	6,100	**3,700**
511070	Miscellaneous Office Supplies	94,241	77,051	75,375	**42,550**
511080	General Laboratory Supplies	5,975	5,200	5,200	**2,700**
511085	Drugs & Medical Chemicals	19	0	0	**0**
511090	Medical & Surgical Supplies	5,462	16,894	16,894	**14,000**
511095	Small Technical & Scientific Equipment	66	6,930	6,930	**6,900**
511110	Fuel	904,156	796,942	796,942	**1,137,887**
511115	Vehicle Repair & Maintenance Supplies	682,239	715,424	715,490	**10,100**
511120	Clothing	109,627	156,293	183,811	**139,060**
511125	Food Supplies	10,752	9,415	6,415	**8,300**
511135	Recreational Supplies	184,428	174,264	174,457	**157,020**
511140	Landscaping & Gardening Supplies	107,074	125,908	163,408	**135,500**
511145	Small Tools & Minor Equipment	141,385	153,446	155,446	**124,850**
511150	Miscellaneous Parts & Supplies	330,702	195,828	225,077	**157,320**
Total	**Supplies**	**3,380,564**	**3,360,406**	**3,433,449**	**2,662,587**
520100	Temporary Personnel Services	684,238	111,931	111,941	**340,000**
520101	Janitorial Services	79,703	129,476	129,522	**115,300**
520102	Security Services	500,296	146,773	146,773	**146,800**
520103	Subrecipient Contract Services	571,275	585,923	585,923	**0**
520106	Architectural Services	7,747	0	0	**0**
520107	Computer Info/Contr	0	2,000	2,000	**0**
520108	Information Resource Services	76,875	57,500	47,400	**52,600**
520109	Medical Dental & Laboratory Services	37,003	41,500	20,700	**32,500**
520110	Management Consulting Services	2,707	900	900	**0**
520113	Photographic Services	0	900	900	**900**
520114	Miscellaneous Support Services	22,424	30,551	14,071	**34,100**
520115	Real Estate Lease/Office Rental	408,574	177,600	177,600	**179,100**
520118	Refuse Disposal	246,177	189,800	189,800	**174,600**
520119	Computer Equipment/Software Maintenance	19,660	14,800	14,800	**9,400**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 1000 / 3600

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520120	Communications Equipment Services	8,070	10,200	10,200	**5,000**
520121	IT Application Svcs	48,692	38,933	38,933	**54,201**
520122	Office Equipment Services	0	200	200	**0**
520123	Vehicle & Motor Equipment Services	198,602	214,300	230,800	**9,000**
520124	Other Equipment Services	123,243	128,461	128,461	**45,200**
520126	Construction Site Work Services	0	4,570	4,570	**2,600**
520128	Other Construction Work Services	1,023,314	0	0	**12,000**
520138	Zoo Contract	8,316,876	8,485,100	8,485,100	**8,591,552**
520139	Motor Pool Charges	3,414	6,100	6,100	**4,900**
520141	Engineering Services	440	0	0	**0**
520146	Contract Instructor Sports	124,665	98,490	98,486	**85,500**
520510	Mail/Delivery Services	5,066	5,600	5,400	**2,100**
520515	Print Shop Services	12,184	18,274	16,522	**9,300**
520520	Printing & Reproduction Services	1,760	3,880	3,880	**2,500**
520605	Advertising Services	3,347	2,440	4,239	**2,100**
520705	Insurance Fees	443,610	435,103	435,103	**521,854**
520740	Document Recording/Filing Fees	0	100	100	**100**
520765	Membership & Professional Fees	13,370	19,640	19,640	**12,500**
520805	Education & Training	15,674	26,872	24,995	**17,300**
520815	Tuition Reimbursement	1,674	1,700	1,700	**200**
520905	Travel - Training Related	14,290	28,165	28,185	**18,800**
520910	Travel - Non-Training Related	18,709	21,736	21,783	**13,700**
521405	Building Maintenance Services	796,323	762,602	792,731	**712,700**
521410	Sewer Services	1,343,240	810,744	810,744	**720,231**
521415	Land and Grounds Maintenance	847,856	206,700	206,700	**404,900**
521435	Water Services	3,833	3,600	3,600	**7,600**
521505	Electricity	5,435,707	5,045,092	5,045,092	**4,936,625**
521510	Natural Gas	192,270	161,123	161,123	**163,237**
521605	Data Services	32,231	43,146	43,146	**78,721**
521610	Voice Services	599,636	597,477	597,425	**591,276**
521620	Voice Equipment	50,697	31,514	31,514	**25,818**
521625	Voice Labor	41,838	21,578	21,578	**23,582**
521630	GIS Revolving Fund Services	0	34,401	34,401	**34,140**
521705	Vehicle/Equipment Rental/Lease	25,516	32,937	32,937	**25,000**
521715	Office Equipment Rental	79,745	74,134	74,130	**67,100**
521725	Other Rental	165,370	333,256	224,756	**266,200**
522305	Freight Charges	0	600	600	**600**
522430	Miscellaneous Other Services & Charges	93,531	128,482	124,723	**58,500**
522435	Interest Charges Past Due Accounts	71	0	0	**0**
522721	Interfund HR Client Services	0	0	376,885	**472,913**
522722	KRONOS Service Chargeback	0	0	0	**29,540**
522723	Drainage Fee Service Chargeback	0	0	0	**1,073,368**
522735	Interfund Communication Equipment Repair	48,981	40,000	40,000	**32,300**
522780	Interfund Photo Copy Services	96	0	0	**0**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**98,713**
522845	Interfund Vehicle Services	0	0	0	**2,627,681**
Total	**Other Services and Charges**	**22,790,620**	**19,366,904**	**19,628,812**	**22,946,452**
532015	Transfers to Convention & Entertainment	50,000	50,000	50,000	**0**
532020	Transfers to Capital Projects	0	0	0	**131,267**
532120	Transfer to Fleet/Eq	606,800	474,645	474,645	**0**
Total	**Debt Service and Other Uses**	**656,800**	**524,645**	**524,645**	**131,267**
	Grand Total Expenditures	**67,500,364**	**63,498,879**	**63,498,879**	**60,710,583**

ADMINISTRATIVE SERVICES DEPARTMENTS

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ADMINISTRATION AND REGULATORY AFFAIRS

Department Description and Mission

The Administration and Regulatory Affairs (ARA) Department serves the citizens of the community and provides support to the City departments through sound management of the City's financial activities. It implements and monitors policies and procedures concerning the administrative, insurance management, procurement and regulatory affairs of the City.

The department's objectives are to:

- Demonstrate integrity, accountability, consistency, and professionalism.
- Provide excellent customer service.
- Emphasize strategic financial planning and performance reporting.
- Maximize the effective and efficient use of public funds.
- Follow directives and policies of City Council and City management.
- Build a cohesive team based on trust, respect, and mutual support.

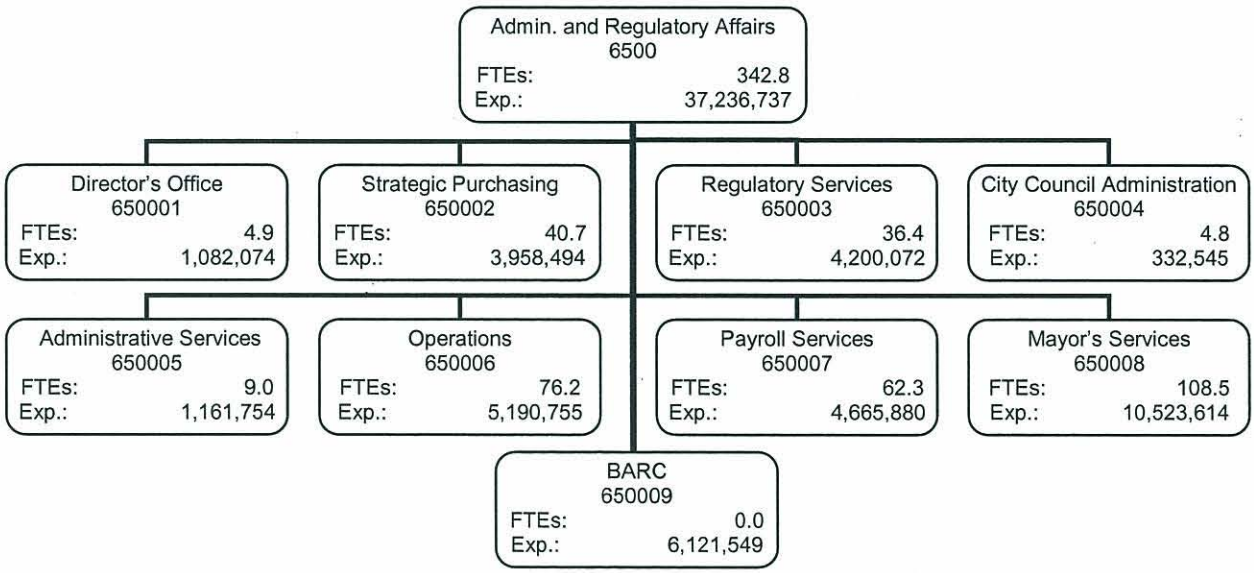
Department Short Term Goals

1. Successfully move the Commercial Permitting into the new Houston Permitting Center.
2. Transform the 311 Service Helpline Division from a telephone operator-centric platform to a voice IVR/technology platform to increase citizen engagement ratio from 1:1 to 3:1/6:1.
3. Continue the transformation of BARC successfully.
4. Complete the execution of the KRONOS Time & Attendance System.
5. Continue the excellent performance of all ARA Divisions.

Department Long Term Goals

1. Transform BARC into the top municipal Animal Shelter and Adoptions Center in the United States.
2. Transform the 311 Service Helpline Division into the top citizen engagement center in the United States.
3. Continue the excellent performance that all ARA divisions have exhibited.
4. Continue the transformation of Payroll Services.

Department Organization



Note: Certain functions are contained within the Administration and Regulatory Affairs budget although they report elsewhere within the organization.

Business Area Budget Summary

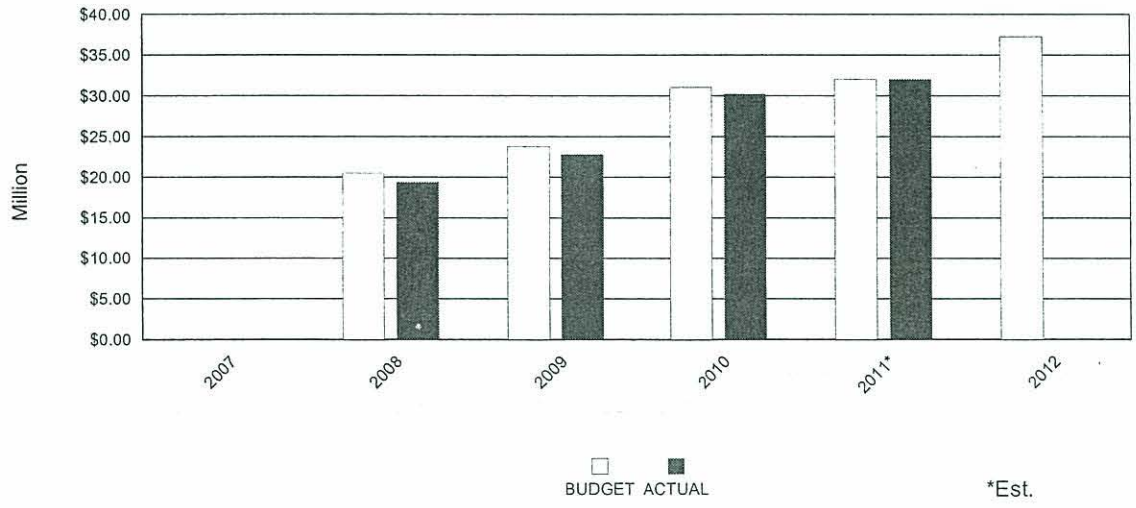
Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1000 / 6500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	25,786,314	22,435,936	22,665,971	**25,172,848**
	Supplies	900,962	341,228	305,119	**431,433**
	Other Services and Charges	3,845,760	3,108,803	2,915,547	**5,510,907**
	Equipment	8,445	0	0	**0**
	Non-Capital Equipment	20,872	29,407	28,737	**0**
	Total M & O Expenditures	30,562,353	25,915,374	25,915,374	**31,115,188**
	Debt Service & Other Uses	(356,783)	6,143,369	6,143,369	**6,121,549**
	Total Expenditures	30,205,570	32,058,743	32,058,743	**37,236,737**
Revenues		194,699,959	193,789,777	195,276,817	**195,741,929**
Staffing	Full-Time Equivalents - Civilian	374.5	336.7	327.8	**342.8**
	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	374.5	336.7	327.8	**342.8**
	Full-Time Equivalents - Overtime	1.4	1.9	1.7	**3.5**

Significant Budget Changes and Highlights

The FY2012 Budget includes the following:
- o Economic Development Office budget of $471,720 with 5 FTEs transferred to Finance.
- o Office of Emergency Management budget of $830,475 with 8 FTEs transferred to HEC.
- o Intergovernmental Relations Division budget of $296,651 with 4 FTEs transferred to Mayor's Office.
- o Legislative Sessions budget of $95,500 in Intergovernmental Relations removed in FY2012.
- o 2 FTEs with budget of $116,993 transferred from ERP to Payroll Services Division.
- o Citizens Assistance Office budget of $906,498 with 11 FTEs transferred from Mayor's Office to ARA.
- o Neghborhood Protection Corps budget of $6,430,917 with 74 FTEs transferred from HPD.
- o Houston Permitting Center's lease and operational cost of $393,391.
- o Funding for the pension increase of $612,131.

Administration and Regulatory Affairs
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Name: Director's Office -- 650001

Mission: To efficiently deliver superior administration and regulatory affairs services to our customers through the efforts of a highly dedicated and professional staff committed to world class customer service and excellence in everything we do.

Goal: Improve administrative and regulatory functions citywide by exercising sound management through hiring top performers that execute best practices, strategies, logical tactics and excellent customer service.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Revenues realized	100%	100%	**100%**
360°/DISC/Assessment	12	11	**12**
Mgmt & Perf. initiatives	14	12	**14**
Customer/Employee surveys	6	12	**12**

Name: Strategic Purchasing -- 650002

Mission: To manage, facilitate, and provide the highest quality, value added procurement services that exceed the needs and expectations of our customers.

Goal: Facilitate the purchase of goods and services for user departments in a timely and cost effective manner. Reduce the costs associated with the purchase of goods and services through best practices and continue the citywide consolidation program.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Purchasing-savings ($)	$27.6M	$10M	**$8M**
Avg days to award contract	96 days	140 days	**160 days**

Name: Regulatory Services -- 650003

Mission: To efficiently provide reliable service of exceptional quality to the citizens of Houston in the areas of licensing and permitting vehicles for hire in order to ensure the public's safety, permitting over 50 categories of commercial activities in order to ensure community standards, and the administration and collection of franchise fees in order to maximize the public's revenue from private use of the public right-of-way.

Goal: Ensure value is obtained for use of public right-of-way by public entities. Process permitting and licensing requests. Conduct enforcement activities for vehicles for hire and certain commercial and alcohol permits to ensure public safety.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Commercial permits issued	32,377	30,889	**30,889**
Vehicle inspections perfmd	5,398	5,460	**5,549**
Burglar alarm permits	91,232	109,203	**109,550**
Utility cust req handled	930	541	**550**
Total revenue managed	$193.1M	$192.8M	**$191.3M**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Name: City Council Administration -- 650004

Mission: To effectively manage all administrative functions of City Council including payroll, accounts payable and human resources. We strive to utilize the most efficient office procedures in our effort to provide continuous support to City Council Members and their staff. Offering excellent customer service while providing sound fiscal management.

Goal: Provide excellent service to City Council Members and their staff. Offer consistent superior customer service by ensuring all requests are handled timely and efficiently. Continue being proactive and constantly develop smarter work processes.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Requisitions processed	176	250	**220**
New hire/salary adjustment submitted	100%	100%	**100%**

Name: Administrative Services -- 650005

Mission: To efficiently provide pro-active, responsive, reliable, and timely administrative services for the administration functions of budget, financial accounting, policies and procedures, training and asset management to our client departments with the utmost level of accountability, integrity, due diligence and in compliance with all City ordinances, policies, and procedures.

Goal: Implement best practices and innovative advancements by setting the example for excellent customer service, streamlining the accounting process, ensuring departmental spending within budget, improving policy and procedures process, maintaining accurate fixed assets records and keeping employees abreast of professional training.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Cust svc satisfaction	86.0%	97%	**95%**
Policy and procedure developed/updated	20	42	**40**
Trainings processed	336	286	**251**
Fixed assets managed	73	599	**599**

Name: Operations -- 650006

Mission: Provide first-class customer service. Facilitate citizen engagement with the City, and increase accountability of City departments. Manage citywide record classification, retention and retrieval. Generate revenue by selling used or excess property via online auction.

Goal: To earn the trust and respect of our clients and customers by providing innovative, effective, and efficient services, and to be known for our expertise, helpfulness, and creativity.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Retention schedule updated	300	300	**300**
Pieces of mail handled	1,800,000	1,800,000	**1,800,000**
Asset disposition revenue	$749K	$2.1M	**$2.4M**
311 Citizen engagemnts	2.4M	2.4M	**2.4M**
Elec. syst. certifications	2	4	**4**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Name: Payoll Services -- 650007

Mission: To efficiently deliver accurate, reliable, and timely payroll and support services to our employees and department customers through the efforts of a professional and dedicated staff committed to superior customer service and excellence in everything we do.

Goal: To be the nationally recognized model of excellence in payroll planning, staffing, and operations, where City governments throughout the United States acknowledges the Houston Central Payroll as the beacon of best practices dedicated to delivering responsive, no excuse service.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Cust Svc satisfaction	98%	95%	**95%**
Payroll consolidation	60%	100%	**100%**
Div. SOP for all functions	25%	100%	**100%**
Kronos implem citywide	N/A	75%	**100%**
Payroll Academy - all emps	30%	75%	**100%**

Name: Mayor's Services -- 650008

Mission: To assist with the processing of contracts, awards and ordinance amendments through efficient communication with City departments and Council Member offices. To bring communities together through positive interaction and events. To effectively assist youth and families in the prevention of gang activity. To defend and improve the quality of life of Houston neighborhoods by promoting city services.

Goal: To publish a weekly City Council agenda as approved by the Mayor and respond to all Council office agenda related inquiries in a timely manner. To execute City's Civic Celebration Program. To improve identification, assessment and intervention for at-risk and delinquent youth. To improve neighborhood through the support of community initiatives.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Wkly pub of council agenda	47	48	**48**
Event days number	959	970	**999**
Youth and adults served	3,655	3,600	**3,800**
Site sweeps	4,896	5,100	**5,800**
Dangerous bldgs demolished	1,021	500	**800**

Name: BARC -- 650009

Mission: (BARC has been moved to Special Revenue Fund 2427 in FY2011.)

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Name: Major Initiatives -- 650091

Mission: Major initiatives for citywide projects were managed here in FY2011. This division is eliminated in FY2012.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Division Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Director's Office 650001						
Executive head of Administration and Regulatory Affairs Department with authority over all policies, procedures, and employees.	5.8	960,075	6.8	1,136,065	**4.9**	**1,082,074**
Strategic Purchasing 650002						
Manage citywide purchasing of goods and services that are consistent with applicable City policies and procedures and the State of Texas Bid Laws.	46.4	4,115,432	43.6	3,827,734	**40.7**	**3,958,494**
Regulatory Services 650003						
Regulate utilities (electricity, natural gas, private water companies). Administer ordinances related to regulation of vehicles for hire and certain permits for alcohol-related businesses. Manage franchises for the use of City rights-of-way.	44.0	3,886,352	42.4	4,149,038	**36.4**	**4,200,072**
City Council Administration 650004						
Manage all administrative functions of City Council including but not limited to payroll, accounts payable, human resources, information technology issues, vendor payments and travel expenses. Create and maintain detailed budget reports.	3.9	288,222	4.7	315,181	**4.8**	**332,545**
Administrative Services 650005						
Provide administrative services including financial accounting, budgeting, policies and procedures, training and asset management for Administration and Regulatory Affairs and various City departments.	13.2	1,154,240	12.3	1,214,245	**9.0**	**1,161,754**
Operations 650006						
Organize and manage the citywide records program. Organize, develop and supervise revenue-generating contracts and operations. Respond to citizens' questions. Sell surplus city property. Provide mail room services to 611 Walker, City Hall / City Hall Annex.	104.0	6,133,630	101.6	6,220,239	**76.2**	**5,190,755**

Division Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Payoll Services 650007						
Manage employee services and payroll systems processing support for all employees in the City of Houston.	50.3	3,672,994	70.5	4,660,978	**62.3**	**4,665,880**
Mayor's Services 650008						
Coordinate with various City departments to publish a weekly agenda. To manage and produce City events. Direct service programming and education initiatives. Coordinate responses and resolutions to community complaints. Enforce the code of ordinance for dangerous buildings, junk vehicles and solid waste.	49.6	4,296,228	44.4	4,207,728	**108.5**	**10,523,614**
BARC 650009						
BARC was moved to a Special Revenue Fund 2427 in FY2011. The budget line item "Transfer to Special Revenue Fund" is set up in General Fund.	53.4	5,466,744	0.0	6,121,549	**0.0**	**6,121,549**
Major Initiatives 650091						
Manage major initiatives for citywide projects in FY2011. This division is eliminated in FY2012.	3.9	231,653	1.5	205,986	**0.0**	**0**
Total	374.5	30,205,570	327.8	32,058,743	**342.8**	**37,236,737**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
3-1-1 TELECOMMUNICATOR	13	50.0	31.5	(18.5)
3-1-1 TELECOMMUNICATOR SUPERVISOR	20	7.0	6.0	(1.0)
ACCOUNTANT	17	1.0	2.0	1.0
ACCOUNTANT ASSOCIATE	14	1.0	0.0	(1.0)
ACCOUNTANT SUPERVISOR	24	0.0	1.0	1.0
ADMINISTRATION & REGULATORY AFFAIRS DIRECTOR	37	1.0	1.0	
ADMINISTRATION MANAGER	26	9.0	7.0	(2.0)
ADMINISTRATION MANAGER (EXE LEV)	26	3.0	0.0	(3.0)
ADMINISTRATIVE AIDE	10	3.0	5.0	2.0
ADMINISTRATIVE ASSISTANT	17	18.5	26.0	7.5
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	4.0	0.0	(4.0)
ADMINISTRATIVE ASSOCIATE	13	9.0	6.0	(3.0)
ADMINISTRATIVE COORDINATOR	24	9.0	5.0	(4.0)
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	3.0	1.0	(2.0)
ADMINISTRATIVE SPECIALIST	20	16.0	13.0	(3.0)
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	1.0	0.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	9.0	10.0	1.0
ANIMAL CARE TECHNICIAN	11	16.0	0.0	(16.0)
ANIMAL CONTROL OFFICER	13	14.0	0.0	(14.0)
ANIMAL CONTROL OFFICER TRAINEE	11	4.0	0.0	(4.0)
ANIMAL CONTROL SUPERVISOR	22	2.0	0.0	(2.0)
ASSISTANT BUYER	12	1.0	0.0	(1.0)
ASSISTANT CUSTOMER SERVICE MANAGER	26	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	7.0	4.0	(3.0)
CHIEF INSPECTOR	27	0.0	5.0	5.0
CHIEF VETERINARIAN,DVM	30	1.0	0.0	(1.0)
CLERK	5	1.0	1.0	
COLLECTIONS SUPERVISOR	18	1.0	0.0	(1.0)
COMMUNITY INVOLVEMENT COORDINATOR	22	2.0	0.0	(2.0)
COMMUNITY LIAISON	18	0.0	5.0	5.0
COMMUNITY SERVICE INSPECTOR	16	0.0	40.0	40.0
CONTRACT ADMINISTRATOR	22	1.0	1.0	
CONTRACT COMPLIANCE SUPERVISOR	22	0.0	2.0	2.0
COUNSELOR	20	6.0	5.0	(1.0)
CUSTOMER SERVICE CLERK	10	3.5	0.0	(3.5)
CUSTOMER SERVICE MANAGER	29	1.0	1.0	
CUSTOMER SERVICE REP. I	13	7.0	7.0	
CUSTOMER SERVICE REP. II	15	2.0	3.0	1.0
CUSTOMER SERVICE REP. III	16	3.0	3.0	
DATA ENTRY OPERATOR	8	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	6.0	4.0	(2.0)
DEPUTY DIRECTOR (EXE LEV)	34	4.0	4.0	
DIVISION MANAGER	29	12.0	13.0	1.0
DIVISION MANAGER (EXE LEV)	29	1.0	1.0	
ERP BUSINESS SYSTEMS CONSULTANT	28	0.0	1.0	1.0
EVENT COORDINATOR	19	3.0	2.0	(1.0)
EXECUTIVE OFFICE ASSISTANT	15	2.0	0.0	(2.0)
FINANCIAL ANALYST I	15	1.0	1.0	
FINANCIAL ANALYST II	18	1.0	1.0	
FINANCIAL ANALYST III	21	1.0	1.0	
FINANCIAL ANALYST IV	25	0.0	1.0	1.0
FIXED ASSET SPECIALIST	13	1.0	1.0	
HEARING OFFICER	27	1.0	1.0	
HUMAN RESOURCES MANAGER	27	1.0	0.0	(1.0)
HUMAN RESOURCES SPECIALIST	17	6.0	5.0	(1.0)

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
INVENTORY MANAGEMENT CLERK	9	2.5	1.0	(1.5)
INVENTORY MANAGEMENT SUPERVISOR	17	2.0	1.0	(1.0)
IRM MANAGER	29	1.0	0.0	(1.0)
KENNEL ATTENDANT	8	1.2	0.0	(1.2)
LABORER	4	1.0	0.0	(1.0)
MANAGEMENT ANALYST I	15	1.0	0.0	(1.0)
MANAGEMENT ANALYST III	21	2.0	2.0	
MANAGEMENT ANALYST IV	25	6.0	8.0	2.0
MARKETING SPECIALIST	25	1.0	1.0	
MECHANIC III	19	0.9	0.0	(0.9)
OFFICE SERVICE MANAGER	23	0.0	1.0	1.0
OFFICE SUPERVISOR	17	2.0	2.0	
PAYROLL CLERK	9	4.0	2.0	(2.0)
PAYROLL SUPERVISOR	17	4.0	0.0	(4.0)
PROCUREMENT SPECIALIST	24	7.0	5.0	(2.0)
PROGRAMMER ANALYST IV	25	1.0	1.0	
PURCHASING MANAGER	27	3.0	3.0	
RECEPTIONIST	7	1.0	0.8	(0.2)
RECORDS ADMINISTRATOR	23	1.0	1.0	
RECORDS MANAGER	25	1.0	1.0	
REGULATORY INVESTIGATOR	11	4.0	2.0	(2.0)
REGULATORY SUPERVISOR	20	1.0	0.0	(1.0)
SENIOR 3-1-1 TELECOMMUNICATOR	15	21.0	18.5	(2.5)
SENIOR ACCOUNT CLERK	13	1.0	1.0	
SENIOR ACCOUNTANT	20	0.0	1.0	1.0
SENIOR ANIMAL CARE TECHNICIAN	15	2.0	0.0	(2.0)
SENIOR ANIMAL CONTROL OFFICER	16	4.0	0.0	(4.0)
SENIOR BUYER	22	4.0	5.0	1.0
SENIOR CASHIER	10	1.0	0.0	(1.0)
SENIOR CLERK	8	2.7	2.0	(0.7)
SENIOR COMMUNICATIONS SPECIALIST	20	0.0	1.0	1.0
SENIOR COMMUNITY LIAISON	23	0.0	5.0	5.0
SENIOR COUNSELOR	22	1.0	1.0	
SENIOR CUSTOMER SERVICE CASHIER	13	1.0	1.0	
SENIOR DISPATCHER	12	7.0	0.0	(7.0)
SENIOR ERP BUSINESS SYSTEMS ANALYST	26	0.0	1.0	1.0
SENIOR GIS ANALYST	24	1.0	0.0	(1.0)
SENIOR HUMAN RESOURCES SPECIALIST	21	2.0	0.0	(2.0)
SENIOR INSPECTOR	22	0.0	2.0	2.0
SENIOR INVENTORY MANAGEMENT CLERK	12	1.0	0.0	(1.0)
SENIOR OFFICE ASSISTANT	12	0.0	1.0	1.0
SENIOR PAYROLL CLERK	13	17.0	13.0	(4.0)
SENIOR PROCUREMENT SPECIALIST	27	11.0	11.0	
SENIOR REGULATORY INVESTIGATOR	14	9.0	7.3	(1.7)
SENIOR STAFF ANALYST	28	6.0	8.0	2.0
SENIOR STAFF ANALYST (EXE LEV)	28	3.0	0.0	(3.0)
SENIOR SUPERINTENDENT	27	1.0	1.0	
SHELTER SUPERVISOR	22	1.0	0.0	(1.0)
STAFF ANALYST	26	7.0	4.0	(3.0)
STAFF VETERINARIAN,DVM	28	1.0	0.0	(1.0)
STAGE SUPERVISOR	15	1.0	1.0	
STUDENT INTERN II	10	1.0	0.9	(0.1)
SYSTEMS CONSULTANT	26	0.0	1.0	1.0
SYSTEMS SUPPORT ANALYST II	19	1.0	0.0	(1.0)
SYSTEMS SUPPORT ANALYST III	22	2.0	0.0	(2.0)
SYSTEMS SUPPORT ANALYST IV	25	2.0	1.0	(1.0)

Business Area Roster Summary

Fund Name : **General Fund**
Business Area Name : **Administration and Regulatory Affairs**
Fund No./Bus Area No. : **1000 / 6500**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
TRAINING ADMINISTRATOR	24	1.0	1.0	
VETERINARIAN TECHNICIAN SUPERVISOR	21	1.0	0.0	(1.0)
VETERINARIAN,DVM	26	0.7	0.0	(0.7)
VETERINARY TECHNICIAN	15	5.0	0.0	(5.0)
Total FTEs		**426.0**	**350.0**	**(76.0)**
Less adjustment for Civilian Vacancy Factor		**89.3**	**7.2**	**(82.1)**
Full-Time Equivalents		**336.7**	**342.8**	**6.1**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6500020001	**ARA - SPD**			
452030	Miscellaneous Revenue	500,000	380,000	**260,000**
6500030001	**ARA - Transportation**			
421220	School Bus Licenses & Permits	13,340	16,000	**36,550**
421230	Taxicab Licenses & Permits	908,150	1,160,000	**1,134,500**
421570	Limousine Permits	543,150	580,000	**696,000**
421580	Charter Bus Permits	151,950	166,000	**177,650**
421600	Jitney Permit & Inspection Fees	3,275	2,330	**4,010**
421610	Low Speed Shuttle Permit/Inspection Fees	0	200	**2,300**
421620	Pedicab Permits & Inspection Fees	0	10,000	**25,000**
421630	Administrative Fee - Licenses & Permits	0	235,000	**541,000**
424110	Other Interfund Services	0	18,000	**16,800**
426240	Limousine Inspection Fees	33,925	40,000	**71,425**
426330	Miscellaneous Copies Fees	0	120	**0**
428080	Returned Check Charges	288	288	**288**
452020	Recoveries & Refunds	0	508	**0**
Total	**ARA - Transportation**	**1,654,078**	**2,228,446**	**2,705,523**
6500030002	**ARA - Franchise Administration**			
416010	Electricity Franchise Tax	96,586,122	96,591,383	**98,193,604**
417010	Telephone Franchise Tax	46,000,000	46,000,000	**44,482,800**
418010	Natural Gas Franchise Tax	21,889,640	21,889,640	**22,009,397**
419010	Cable TV Franchise Tax	17,077,000	18,187,950	**18,439,200**
419040	Solid Waste Hauler Franichise Fee	5,325,000	5,400,000	**5,568,000**
419050	Spur Track Franchise Fee	20,426	20,426	**20,426**
419070	Fiber Optics Franchise Fee	272,361	40,180	**16,100**
419090	Telecomm Franchise Fees - Prior Year	0	150,000	**0**
419110	Cable TV Franchise Fees-Prior Year	0	163,135	**0**
419120	Solid Waste Franchise Fees-Prior Year	0	300,237	**0**
421590	Right-of-way Permits	317,018	317,018	**324,378**
Total	**ARA - Franchise Administration**	**187,487,567**	**189,059,969**	**189,053,905**
6500030003	**ARA - Commercial Permitting**			
421100	Occupation Licenses	120,000	142,000	**152,650**
421110	Sexually Oriented Business Permits	0	28,630	**28,420**
421130	Decals for Coin-Ope.Amusement Machines	375,000	265,000	**280,141**
421140	Dance Licenses	75,000	65,330	**70,230**
421150	Liquor Licenses	1,020,000	1,098,210	**1,098,212**
421280	Other Licenses & Permits	28,000	50,000	**65,700**
421410	Permit Preparation Fees	18,000	0	**0**
421630	Administrative Fee - Licenses & Permits	0	0	**41,600**
426330	Miscellaneous Copies Fees	0	0	**120**
428080	Returned Check Charges	288	288	**288**
Total	**ARA - Commercial Permitting**	**1,636,288**	**1,649,458**	**1,737,361**
6500070001	**ARA - Payroll Services**			
424030	Intfd Computer Dev	0	67,000	**0**
424080	Interfund Payroll Services	1,096,694	1,096,694	**1,200,000**
426290	Other Service Charges	102,250	102,250	**101,000**
Total	**ARA - Payroll Services**	**1,198,944**	**1,265,944**	**1,301,000**
6500070002	**ARA - Administrative Services**			
490080	Other Operating Transfers In	250,000	250,000	**250,000**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1000 / 6500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6500070007	**ARA - Asset Disposition/PDMO**			
434205	Sale of Scrap Metal	30,000	5,000	**30,000**
434225	Sale of Non-Capital Equip. & Merchandise	300,000	420,000	**300,000**
Total	**ARA - Asset Disposition/PDMO**	**330,000**	**425,000**	**330,000**
6500080005	**ARA - Special Events**			
421410	Permit Preparation Fees	0	18,000	**18,000**
6500080008	**ARA - BARC**			
421080	Rabies Control Licenses	560,000	0	**0**
426050	Animal Control Fees	102,200	0	**0**
434230	Animal Adoption	70,700	0	**0**
Total	**ARA - BARC**	**732,900**	**0**	**0**
6500080091	**ARA - Neighborhood Services- GF**			
421200	Other Building & Construction Permits	0	0	**20,140**
421630	Administrative Fee - Licenses & Permits	0	0	**15,000**
426330	Miscellaneous Copies Fees	0	0	**3,000**
428030	Release of Liens	0	0	**48,000**
Total	**ARA - Neighborhood Services- GF**	**0**	**0**	**86,140**
Total	**Administration and Regulatory Affairs**	**193,789,777**	**195,276,817**	**195,741,929**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1000 / 6500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	18,287,247	16,171,113	16,149,922	**17,125,079**
500030	Salary Part Time - Civilian	258,020	124,787	119,267	**40,912**
500060	Overtime - Civilian	147,923	88,779	78,811	**192,022**
500090	Premium Pay - Civilian	13,994	20,150	13,036	**266**
500110	Bilingual Pay - Civilian	72,350	57,138	59,114	**69,242**
500180	Temporary Employees	12,674	0	0	**0**
500210	Pay for Performance-Municipal	14,683	0	0	**0**
501050	Employee Awards	4,171	6,500	6,500	**6,500**
501070	Pension - Civilian	2,741,726	2,410,374	2,406,338	**3,082,516**
501120	Termination Pay - Civilian	245,421	29,588	254,774	**28,860**
501160	Vehicle Allowance - Civilian	13,827	16,988	14,862	**8,471**
502010	FICA - Civilian	1,385,591	1,248,630	1,235,469	**1,324,994**
503010	Health Ins-Act Civilian	2,393,018	2,125,074	2,113,922	**2,741,527**
503015	Basic Life Insurance - Active Civilian	10,614	9,891	9,841	**10,156**
503060	Long Term Disability-Civilian	32,438	28,126	26,687	**29,001**
503090	Workers Compensation-Civilian-Admin	73,225	70,251	71,348	**68,598**
503100	Workers Compensation-Civilian-Claim	43,836	16,717	47,337	**48,658**
504030	Unemployment Claims - Administration	35,556	11,830	58,743	**396,046**
Total	**Personnel Services**	**25,786,314**	**22,435,936**	**22,665,971**	**25,172,848**
511010	Chemical Gases & Special Fluids	564	0	175	**0**
511015	Cleaning & Sanitary Supplies	42,017	300	150	**300**
511020	Construction Materials	4,491	650	325	**650**
511025	Electrical Hardware & Parts	21	500	250	**500**
511030	Mechanical Hardware & Parts	380	650	325	**650**
511040	Audiovisual Supplies	10,732	15,050	7,105	**73,720**
511045	Computer Supplies	20,220	19,232	19,232	**14,735**
511050	Paper & Printing Supplies	14,634	13,595	2,177	**8,868**
511055	Publications & Printed Materials	10,492	6,712	17,518	**2,850**
511060	Postage	28,710	32,470	33,588	**87,290**
511070	Miscellaneous Office Supplies	125,364	116,599	100,011	**104,931**
511085	Drugs & Medical Chemicals	36,177	0	0	**0**
511090	Medical & Surgical Supplies	23,886	8,740	6,032	**240**
511095	Small Technical & Scientific Equipment	1,638	6,500	0	**0**
511100	Veterinary & Animal Supplies	339,689	0	0	**0**
511110	Fuel	63,239	24,834	24,990	**27,334**
511115	Vehicle Repair & Maintenance Supplies	1,600	5,900	2,700	**5,850**
511120	Clothing	7,811	6,284	6,487	**35,347**
511125	Food Supplies	530	9,450	10,500	**1,206**
511140	Landscaping & Gardening Supplies	1,860	0	0	**0**
511145	Small Tools & Minor Equipment	6,083	6,000	3,000	**0**
511150	Miscellaneous Parts & Supplies	160,824	67,762	70,554	**66,962**
Total	**Supplies**	**900,962**	**341,228**	**305,119**	**431,433**
520100	Temporary Personnel Services	478,725	140,332	125,422	**153,770**
520101	Janitorial Services	2,625	0	0	**0**
520102	Security Services	10,538	9,000	9,000	**9,000**
520103	Subrecipient Contract Services	337,714	1,599	1,000	**0**
520105	Accounting & Auditing Services	1,217,714	1,126,942	1,077,301	**1,079,511**
520106	Architectural Services	5,000	0	0	**0**
520108	Information Resource Services	37	0	831	**0**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1000 / 6500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520109	Medical Dental & Laboratory Services	2,854	0	467	**300**
520110	Management Consulting Services	119,632	142,105	82,286	**66,918**
520112	Banking Services	1,426	0	0	**0**
520113	Photographic Services	0	250	0	**0**
520114	Miscellaneous Support Services	102,711	114,175	58,458	**1,340,491**
520115	Real Estate Lease/Office Rental	55,034	100,067	100,067	**680,793**
520116	Parking Services Contract	0	300	300	**0**
520118	Refuse Disposal	5,964	15,000	15,000	**15,500**
520119	Computer Equipment/Software Maintenance	153,308	150,501	148,413	**126,035**
520120	Communications Equipment Services	7,604	7,403	7,403	**0**
520121	IT Application Svcs	41,044	26,994	26,994	**40,347**
520122	Office Equipment Services	190	2,050	2,050	**450**
520123	Vehicle & Motor Equipment Services	45,293	37,548	31,360	**26,821**
520124	Other Equipment Services	672	0	0	**0**
520126	Construction Site Work Services	14,192	0	0	**0**
520132	Contracts/Sponsorships	0	30,000	30,000	**0**
520143	Credit/Bank Card Services	360	0	0	**0**
520145	Criminal Intelligence Services	240	1,580	1,819	**1,625**
520510	Mail/Delivery Services	295	3,570	3,310	**1,560**
520515	Print Shop Services	26,523	25,736	25,989	**53,106**
520520	Printing & Reproduction Services	22,186	59,162	59,618	**30,216**
520605	Advertising Services	35,484	47,200	47,957	**92,172**
520705	Insurance Fees	17,918	23,004	23,004	**12,996**
520740	Document Recording/Filing Fees	0	0	0	**30,000**
520765	Membership & Professional Fees	12,641	10,255	9,697	**14,385**
520805	Education & Training	25,526	55,230	40,900	**34,957**
520905	Travel - Training Related	32,318	27,771	30,997	**15,204**
520910	Travel - Non-Training Related	31,846	72,127	52,139	**25,774**
521405	Building Maintenance Services	30,424	0	500	**0**
521410	Sewer Services	1,400	0	878	**0**
521415	Land and Grounds Maintenance	1,600	0	0	**0**
521505	Electricity	21,517	500	500	**0**
521510	Natural Gas	2,450	0	0	**0**
521605	Data Services	56,853	74,308	74,308	**106,658**
521610	Voice Services	459,988	380,480	380,480	**358,987**
521615	Radio Communications	0	3,000	3,000	**0**
521620	Voice Equipment	32,010	13,276	13,276	**14,426**
521625	Voice Labor	3,847	11,109	11,109	**6,059**
521630	GIS Revolving Fund Services	0	22,370	22,370	**22,201**
521705	Vehicle/Equipment Rental/Lease	36,341	11,750	11,750	**11,750**
521715	Office Equipment Rental	85,447	83,416	85,497	**83,072**
521725	Other Rental	2,351	14,313	14,313	**47,739**
521730	Parking Space Rental	125,196	151,714	171,718	**152,627**
522305	Freight Charges	310	0	0	**0**
522410	Cashier Shortages	0	100	100	**100**
522430	Miscellaneous Other Services & Charges	142,230	101,566	102,966	**213,372**
522435	Interest Charges Past Due Accounts	1	0	0	**0**
522721	Interfund HR Client Services	0	0	0	**236,735**
522722	KRONOS Service Chargeback	0	0	0	**11,859**
522735	Interfund Communication Equipment Repair	9,000	11,000	11,000	**0**
522780	Interfund Photo Copy Services	25,376	0	0	**0**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1000 / 6500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
522795	Other Interfund Services	1,805	0	0	**0**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**393,391**
Total	**Other Services and Charges**	**3,845,760**	**3,108,803**	**2,915,547**	**5,510,907**
560240	Communication Equipment	8,445	0	0	**0**
Total	**Equipment**	**8,445**	**0**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	14,062	8,519	8,519	**0**
551015	Non-Capital Computer Equipment	5,952	6,600	6,980	**0**
551020	Non-Capital Communication Equipment	(192)	2,860	2,860	**0**
551040	Non-Capital Other	1,050	11,428	10,378	**0**
Total	**Non-Capital Equipment**	**20,872**	**29,407**	**28,737**	**0**
532015	Transfers to Convention & Entertainment	(380,834)	0	0	**0**
532025	Transfers to Special Revenues	0	6,121,549	6,121,549	**6,121,549**
532120	Transfer to Fleet/Eq	24,051	21,820	21,820	**0**
Total	**Debt Service and Other Uses**	**(356,783)**	**6,143,369**	**6,143,369**	**6,121,549**
	Grand Total Expenditures	**30,205,570**	**32,058,743**	**32,058,743**	**37,236,737**

CITY CONTROLLER

Department Description and Mission

The mission of the Office of the City Controller is to protect the financial integrity of Houston's City government by:

- Accurately and timely reporting on the City's current financial condition.
- Assessing the City's future financial condition with accurate forecasts of projected revenues and expenses.
- Certifying to City Council that funds are available for all appropriations and commitments of funds and keeping accurate books of account to reflect these commitments.
- Certifying that vendors with City contracts are not delinquent on City taxes.
- Auditing the financial activities of the City departments.
- Ensuring that every City dollar is fully and wisely invested at all times.
- Serving as the financial voice for City government, informing the citizens about important financial issues.

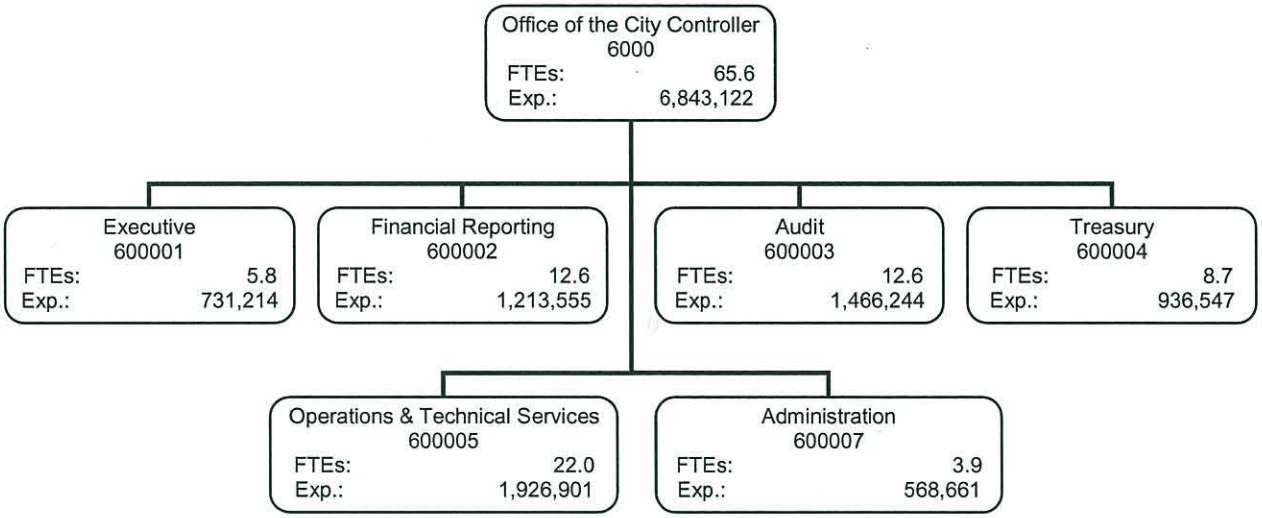
Department Short Term Goals:

- Increase transparency of government spending.
- Automate the City's Comprehensive Annual Financial Report.
- Retain AAA rating from Standard and Poor's for the City's Investment Portfolio.
- Work to implement paperless approval of City Invoices.

Department Long Term Goals:

- Resume expansion of the Audit Division.
- Successfully pass a peer review process for the Audit Division.
- Complete paperless workflow system for financial data.

Department Organization



Business Area Budget Summary

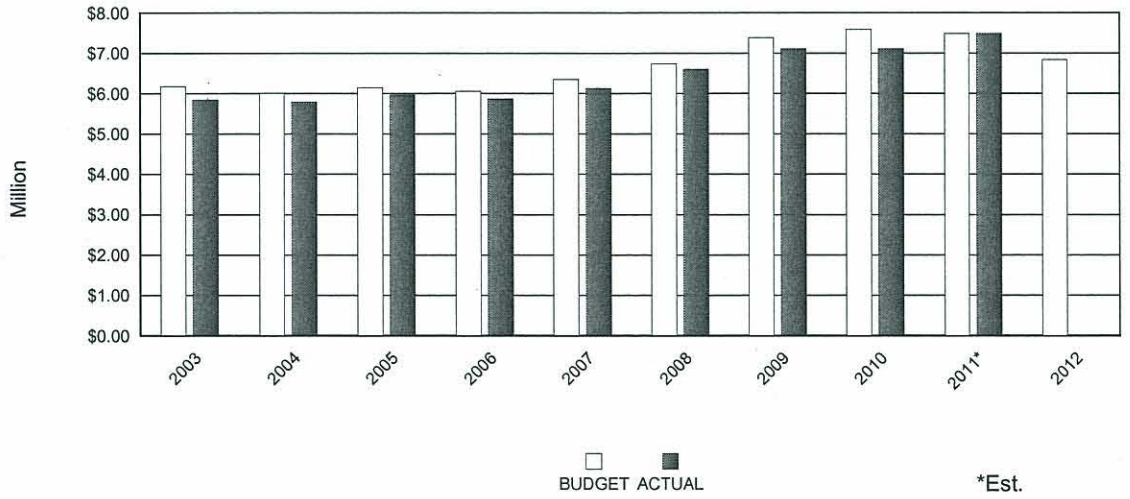
Fund Name : General Fund
Business Area Name : City Controller
Fund No./Bus. Area No. : 1000 / 6000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	6,348,287	6,381,128	6,431,128	**5,853,523**
	Supplies	125,732	127,148	127,148	**102,919**
	Other Services and Charges	640,879	983,611	933,611	**886,680**
	Equipment	0	0	0	**0**
	Total M & O Expenditures	7,114,898	7,491,887	7,491,887	**6,843,122**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	7,114,898	7,491,887	7,491,887	**6,843,122**
Revenues		0	0	0	**0**
Staffing	Full-Time Equivalents - Civilian	76.8	75.7	75.7	**65.6**
	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	76.8	75.7	75.7	**65.6**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

o The FY2012 Budget provides funding for the continuation of current service levels.

City Controller
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : City Controller
Fund No./Bus Area No. : 1000 / 6000

Name: Executive -- 600001

Mission: Set policy for the City Controller's Office, serve as the independent financial voice for the City of Houston, and provide the communication link between the office and the public.

Goal: Enhance the public's understanding of City finances. Maintain the Controller's Internet and Intranet Web sites. Research policy issues for the Controller. Respond promptly to constituent requests, correspondence and inquiries from the media, Mayor's Office and Council.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Superintend and oversee fiscal affairs of the the City of Houston as prescribed by the City Charter and Ordinances	100%	100%	**100%**

Name: Financial Reporting -- 600002

Mission: Provide timely and accurate monthly financial reports and prepare the Comprehensive Annual Financial Report (CAFR).

Goal: Work to standardize and streamline financial reporting citywide. Complete annual financial report by December 31.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
To provide monthly and annual financial reports in a timely and accurate manner	100%	100%	**100%**

Name: Audit -- 600003

Mission: Provide the Mayor, City Council and department management with independent analyses, assurances and recommendations concerning the adequacy and effectiveness of the City's internal control structure. Respond to Fraud Hotline.

Goal: Incorporate the IT section and Process Control Documentation (PCD) Section into the 2012 Audit Plan. Continue conducting Performance and Management Audits, while adding IT Risk Analysis and PCD/Control Evaluation Projects.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Complete audits from the annual audit plan and work strategically with external auditors	100%	100%	**100%**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : City Controller
Fund No./Bus Area No. : 1000 / 6000

Name: Treasury -- 600004

Mission: Manage all investments of City funds except pension and trust funds. Oversee all debt operations, revolving credit agreements and letters of credit, new debt issuances and refinancing of existing debt.

Goal: Invest City funds so as to protect principal, maintain liquidity, and provide maximum return within the limits imposed by our investment policy and state statue. Manage investments to provide timely funding for daily operations. Manage debt issuance and payments.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Manage investments to exceed benchmarks	100%	100%	**100%**
To ensure debt payments are done on time	100%	100%	**100%**

Name: Operations & Technical Services -- 600005

Mission: Provide the Office of the City Controller with services in human resources, budget, purchasing and administrative processes to maximize staff productivity.

Goal: Control and improve the payment of bills for telephone, copier equipment, postage and other shared services in the Controller's Office. Provide timely administrative support services for the Office.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Certify agenda items	100%	100%	**100%**
Recon. bank, travel accts.	100%	100%	**100%**
Review and approve vendor/payroll payments	100%	100%	**100%**
Manage records retention	100%	100%	**100%**

Name: Administration -- 600007

Mission: Provide the Office of the City Controller with services in human resources, budget, purchasing and administrative processes to maximize staff productivity.

Goal: Control and improve the payment of bills for telephone, copier equipment, postage and other shared services in the Controller's Office. Provide timely administrative support services for the office.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Ensure office supplies are maintained weekly	100%	100%	**100%**
Daily invoices paymts.	100%	100%	**100%**
Office budget maintained annually	100%	100%	**100%**

Division Summary

Fund Name : General Fund
Business Area Name : City Controller
Fund No./Bus Area No. : 1000 / 6000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Executive 600001 Set policy for the City Controller's Office, serve as the independent financial voice for the City of Houston, and provide the communication link between the office and the public.	6.5	654,436	6.6	754,276	**5.8**	**731,214**
Financial Reporting 600002 Provide timely and accurate monthly financial reports and prepare the Comprehensive Annual Financial Report (CAFR).	13.6	1,198,177	12.3	1,092,185	**12.6**	**1,213,555**
Audit 600003 Provide the Mayor, City Council and department management with independent analyses, assurances and recommendations concerning the adequacy and effectiveness of the City's internal control structure. Respond to Fraud Hotline.	14.4	1,487,415	14.2	1,675,833	**12.6**	**1,466,244**
Treasury 600004 Manage all investments of City funds except pension and trust funds. Oversee all debt operations, revolving credit agreements and letters of credit, new debt issuances and refinancing of existing debt.	8.1	874,258	8.5	893,733	**8.7**	**936,547**
Operations & Technical Services 600005 Provide the Office of the City Controller with services in human resources, budget, purchasing and administrative processes to maximize staff productivity.	29.5	2,345,386	28.4	2,360,225	**22.0**	**1,926,901**

Division Summary

Fund Name : General Fund
Business Area Name : City Controller
Fund No./Bus Area No. : 1000 / 6000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Administration 600007						
Provide the Office of the City Controller with services in human resources, budget, purchasing and administrative processes to maximize staff productivity.	4.7	555,226	5.7	715,635	**3.9**	**568,661**
Total	76.8	7,114,898	75.7	7,491,887	**65.6**	**6,843,122**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : City Controller
Fund No./Bus Area No. : 1000 / 6000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT SUPERVISOR	24	2.0	1.0	(1.0)
ADMINISTRATION MANAGER	26	0.0	1.0	1.0
ADMINISTRATION MANAGER (EXE LEV)	26	1.0	1.0	
ADMINISTRATIVE ASSISTANT	17	10.0	8.0	(2.0)
ADMINISTRATIVE ASSOCIATE	13	2.0	1.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	2.0	2.0	
ADMINISTRATIVE SPECIALIST	20	1.0	2.0	1.0
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	2.0	2.0	
ASSISTANT CITY AUDITOR I	14	1.0	1.0	
ASSISTANT CITY AUDITOR III	25	5.0	3.0	(2.0)
ASSISTANT CITY AUDITOR IV	27	5.0	4.0	(1.0)
ASSISTANT CITY AUDITOR V	29	2.0	3.0	1.0
ASSISTANT CITY CONTROLLER II	19	3.0	2.0	(1.0)
ASSISTANT CITY CONTROLLER III	25	5.0	5.0	
ASSISTANT CITY CONTROLLER IV	27	4.0	5.0	1.0
ASSISTANT CITY CONTROLLER V	29	4.0	2.0	(2.0)
ASSISTANT DIRECTOR-CONTROLLER'S OFFICE (EXE LEV)	28	1.0	0.0	(1.0)
CITY AUDITOR (EXE LEV)	34	1.0	1.0	
CITY CONTROLLER		1.0	1.0	
DEPUTY CITY CONTROLLER (EXE LEV)	36	2.0	4.0	2.0
DEPUTY DIRECTOR-CONTROLLER'S OFFICE (EXE LEV)	31	4.0	3.0	(1.0)
LAN SPECIALIST	26	1.0	0.0	(1.0)
MANAGEMENT ANALYST II	18	1.0	1.0	
MANAGEMENT ANALYST III	21	2.0	0.0	(2.0)
MANAGEMENT ANALYST IV	25	0.0	2.0	2.0
SENIOR ACCOUNT CLERK	13	4.0	3.0	(1.0)
SENIOR HUMAN RESOURCES SPECIALIST	21	1.0	0.0	(1.0)
SENIOR MICROCOMPUTER ANALYST	23	1.0	1.0	
SENIOR STAFF ANALYST (EXE LEV)	28	2.0	2.0	
SENIOR TREASURY ANALYST	26	2.0	2.0	
STAFF ANALYST (EXE LEV)	26	1.0	1.0	
SYSTEMS SUPPORT ANALYST III	22	1.0	1.0	
SYSTEMS SUPPORT ANALYST IV	25	1.0	1.0	
TREASURY ANALYST	21	2.0	1.0	(1.0)
TREASURY MANAGER	30	2.0	1.0	(1.0)
Total FTEs		**80.0**	**69.0**	**(11.0)**
Less adjustment for Civilian Vacancy Factor		**4.3**	**3.4**	**(0.9)**
Full-Time Equivalents		**75.7**	**65.6**	**(10.1)**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : City Controller
Fund No./Bus. Area No. : 1000 / 6000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	4,781,938	4,826,347	4,826,347	**4,279,539**
500060	Overtime - Civilian	95	0	0	**0**
500110	Bilingual Pay - Civilian	3,155	2,730	2,730	**1,820**
500210	Pay for Performance-Municipal	5,000	0	0	**0**
501070	Pension - Civilian	707,219	706,841	706,841	**770,314**
501120	Termination Pay - Civilian	40,198	0	50,000	**0**
501160	Vehicle Allowance - Civilian	2,148	0	0	**0**
502010	FICA - Civilian	348,773	366,035	366,035	**321,036**
503010	Health Ins-Act Civilian	434,330	449,722	449,722	**455,482**
503015	Basic Life Insurance - Active Civilian	2,775	2,889	2,889	**2,540**
503060	Long Term Disability-Civilian	5,687	6,436	6,436	**5,578**
503090	Workers Compensation-Civilian-Admin	13,721	15,897	15,897	**13,119**
503100	Workers Compensation-Civilian-Claim	386	1,580	1,580	**1,580**
504030	Unemployment Claims - Administration	2,862	2,651	2,651	**2,515**
Total	**Personnel Services**	**6,348,287**	**6,381,128**	**6,431,128**	**5,853,523**
511045	Computer Supplies	47,967	49,800	49,800	**33,300**
511050	Paper & Printing Supplies	0	0	0	**2,875**
511055	Publications & Printed Materials	1,238	4,450	4,450	**3,500**
511060	Postage	39,529	32,000	32,000	**32,000**
511070	Miscellaneous Office Supplies	34,585	37,415	37,415	**27,761**
511150	Miscellaneous Parts & Supplies	2,413	3,483	3,483	**3,483**
Total	**Supplies**	**125,732**	**127,148**	**127,148**	**102,919**
520100	Temporary Personnel Services	9,000	0	0	**0**
520105	Accounting & Auditing Services	159,401	367,000	367,000	**308,200**
520108	Information Resource Services	106,327	105,000	105,000	**83,000**
520109	Medical Dental & Laboratory Services	187	187	187	**200**
520110	Management Consulting Services	2,010	0	0	**0**
520112	Banking Services	75,312	150,000	100,000	**150,000**
520114	Miscellaneous Support Services	28,295	30,000	30,000	**20,000**
520119	Computer Equipment/Software Maintenance	29,799	46,500	46,500	**40,500**
520121	IT Application Svcs	20,575	19,531	19,531	**19,687**
520510	Mail/Delivery Services	960	2,350	2,350	**2,050**
520515	Print Shop Services	9,338	6,185	6,185	**4,518**
520520	Printing & Reproduction Services	7,802	16,100	16,100	**16,100**
520705	Insurance Fees	1,034	849	849	**1,461**
520765	Membership & Professional Fees	5,577	9,320	9,320	**7,400**
520805	Education & Training	30,516	35,500	35,500	**17,500**
520905	Travel - Training Related	17,246	22,500	22,500	**11,283**
520910	Travel - Non-Training Related	1,218	4,000	4,000	**2,500**
521430	Katrina Support Services	(64)	0	0	**0**
521605	Data Services	8,279	11,925	11,925	**21,888**
521610	Voice Services	33,154	41,041	41,041	**23,167**
521620	Voice Equipment	1,066	5,064	5,064	**1,934**
521625	Voice Labor	0	1,107	1,107	**472**
521630	GIS Revolving Fund Services	0	2,877	2,877	**2,855**
521715	Office Equipment Rental	25,357	27,000	27,000	**27,000**
521720	Computer Equipment Rental	22,050	26,000	26,000	**26,000**
521725	Other Rental	48	1,300	1,300	**1,300**
521730	Parking Space Rental	42,411	48,377	48,377	**48,377**
522430	Miscellaneous Other Services & Charges	3,981	3,898	3,898	**3,598**
522721	Interfund HR Client Services	0	0	0	**42,992**
522722	KRONOS Service Chargeback	0	0	0	**2,698**
Total	**Other Services and Charges**	**640,879**	**983,611**	**933,611**	**886,680**
	Grand Total Expenditures	**7,114,898**	**7,491,887**	**7,491,887**	**6,843,122**

CITY COUNCIL

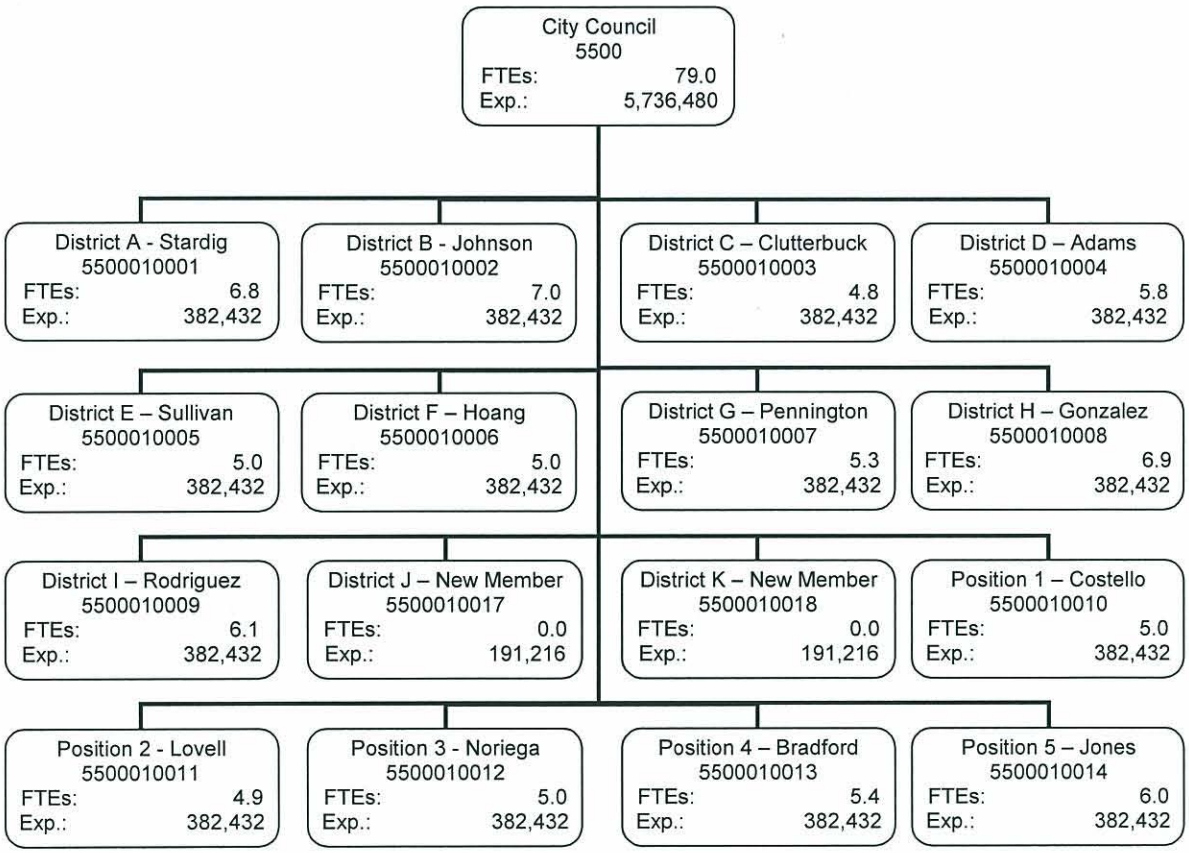
Department Description and Mission

There are fourteen Council Members who represent nine geographical districts and five at-large positions. Effective January 2012, there will also be two additional Council districts.

The Houston City Council serves as the legislative body with power to enact all ordinances and resolutions. The Members of Council jointly determine policy and initiate legislation. The City Council convenes twice weekly to administer duties set forth by the City Charter.

The Council Members respond to several thousand constituents' calls and letters weekly, hold community meetings, and attend civic organization meetings. The Administrative Office of City Council provides the administrative support function for City Council.

Department Organization



Business Area Budget Summary

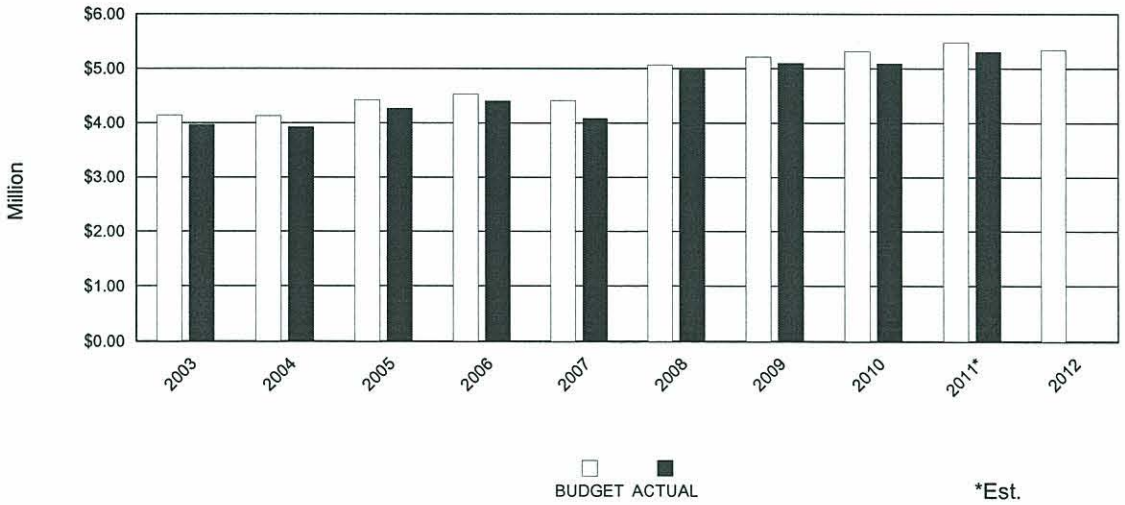
Fund Name : General Fund
Business Area Name : City Council
Fund No./Bus. Area No. : 1000 / 5500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	4,844,482	5,110,565	5,051,612	**5,120,689**
	Supplies	48,958	30,455	30,455	**35,979**
	Other Services and Charges	178,715	330,298	218,575	**579,812**
	Non-Capital Equipment	21,298	2,190	2,190	**0**
	Total M & O Expenditures	5,093,453	5,473,508	5,302,832	**5,736,480**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	5,093,453	5,473,508	5,302,832	**5,736,480**
Revenues		0	0	0	**0**
Staffing	Full-Time Equivalents - Civilian	72.4	83.0	83.0	**79.0**
	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	72.4	83.0	83.0	**79.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

o The FY2012 budget includes the additional amount for two new Council Members beginning January 2012.

City Council
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : City Council
Fund No./Bus Area No. : 1000 / 5500

Name: City Council -- 550001

Mission: Serve as a legislative body with power to enact all ordinances and resolutions. Members determine policy, initiate legislation and administer duties set forth in the City Charter.

Goal: Provide policy leadership on municipal issues, identify and respond to legislative needs of the community, actively seek citizens input through outreach efforts and encourage citizens involvement in the decision-making process.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Division Summary

Fund Name : General Fund
Business Area Name : City Council
Fund No./Bus Area No. : 1000 / 5500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
City Council 550001						
Serve as a legislative body with power to enact all ordinances and resolutions. Members determine policy, initiate legislation and administer duties set forth in the City Charter.	72.4	5,093,453	83.0	5,302,832	**79.0**	**5,736,480**
Total	72.4	5,093,453	83.0	5,302,832	**79.0**	**5,736,480**

Business Area Roster Summary

Fund Name : **General Fund**
Business Area Name : **City Council**
Fund No./Bus Area No. : **1000 / 5500**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
COUNCIL ADMINISTRATIVE ASSISTANT (EXE LEV)	20	9.0	11.0	2.0
COUNCIL INTERN (EXE LEV)	8	10.0	7.4	(2.6)
COUNCIL MEMBER		14.0	14.0	
COUNCIL RESEARCH ASSISTANT (EXE LEV)	23	18.0	10.6	(7.4)
COUNCIL SECRETARY (EXE LEV)	15	18.0	22.0	4.0
SENIOR COUNCIL AIDE (EXE LEV)	28	14.0	14.0	
Total FTEs		**83.0**	**79.0**	**(4.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**83.0**	**79.0**	**(4.0)**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **City Council**
Fund No./Bus. Area No. : **1000 / 5500**

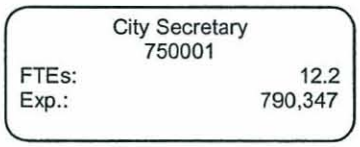
Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	3,321,116	3,456,164	3,409,145	**3,440,750**
500030	Salary Part Time - Civilian	293,154	292,222	284,378	**289,583**
500110	Bilingual Pay - Civilian	5,618	8,818	8,817	**6,328**
500130	Equipment Allowance-Classified	76	0	0	**0**
500180	Temporary Employees	71,148	54,169	54,169	**28,516**
501070	Pension - Civilian	494,866	531,924	531,924	**619,327**
501160	Vehicle Allowance - Civilian	59,866	59,024	59,024	**59,024**
502010	FICA - Civilian	278,027	301,699	300,512	**288,038**
503010	Health Ins-Act Civilian	299,642	375,401	375,401	**366,595**
503015	Basic Life Insurance - Active Civilian	1,922	2,171	2,171	**2,078**
503060	Long Term Disability-Civilian	4,488	4,945	4,945	**4,590**
503090	Workers Compensation-Civilian-Admin	14,559	18,361	18,361	**15,860**
504020	Compensation Contingency	0	2,902	0	**0**
504030	Unemployment Claims - Administration	0	2,765	2,765	**0**
Total	**Personnel Services**	**4,844,482**	**5,110,565**	**5,051,612**	**5,120,689**
511045	Computer Supplies	5,480	2,275	2,275	**256**
511050	Paper & Printing Supplies	1,169	2,070	2,070	**1,280**
511055	Publications & Printed Materials	2,959	5,032	5,032	**5,563**
511060	Postage	5,717	3,596	3,596	**7,170**
511070	Miscellaneous Office Supplies	25,633	13,873	13,873	**20,610**
511120	Clothing	2,946	0	0	**0**
511150	Miscellaneous Parts & Supplies	5,054	3,609	3,609	**1,100**
Total	**Supplies**	**48,958**	**30,455**	**30,455**	**35,979**
520107	Computer Info/Contr	1,858	8,134	8,134	**2,687**
520109	Medical Dental & Laboratory Services	963	534	534	**124**
520114	Miscellaneous Support Services	247	19,739	19,739	**2,488**
520119	Computer Equipment/Software Maintenance	3,173	0	0	**0**
520121	IT Application Svcs	3,751	4,764	4,764	**3,840**
520515	Print Shop Services	27,865	6,533	6,533	**3,900**
520520	Printing & Reproduction Services	19,639	6,062	6,062	**3,886**
520605	Advertising Services	1,006	1,540	1,540	**0**
520755	Contingency	0	111,723	0	**434,221**
520765	Membership & Professional Fees	812	2,170	2,170	**700**
520805	Education & Training	22,630	17,217	17,217	**1,919**
520905	Travel - Training Related	8,956	12,205	12,205	**7,374**
520910	Travel - Non-Training Related	13,372	18,069	18,069	**12,199**
521405	Building Maintenance Services	2,399	0	0	**0**
521605	Data Services	10,668	14,115	14,115	**24,074**
521610	Voice Services	51,623	89,741	89,741	**59,029**
521620	Voice Equipment	0	2,016	2,016	**594**
521625	Voice Labor	489	1,984	1,984	**714**
521630	GIS Revolving Fund Services	0	3,038	3,038	**3,026**
521715	Office Equipment Rental	5,962	8,722	8,722	**8,722**
522430	Miscellaneous Other Services & Charges	3,302	1,992	1,992	**7,263**
522722	KRONOS Service Chargeback	0	0	0	**3,052**
Total	**Other Services and Charges**	**178,715**	**330,298**	**218,575**	**579,812**
551010	Non-Capital Office Furniture & Equipment	16,970	2,190	2,190	**0**
551015	Non-Capital Computer Equipment	4,328	0	0	**0**
Total	**Non-Capital Equipment**	**21,298**	**2,190**	**2,190**	**0**
	Grand Total Expenditures	**5,093,453**	**5,473,508**	**5,302,832**	**5,736,480**

CITY SECRETARY

Department Description and Mission

The Office of the City Secretary is responsible for recording the minutes of City Council meetings and maintaining all official City records. The activities of the City Secretary include: preparing the Council meeting agenda, administering City elections, receiving vendor bid proposals, and processing Council motions, resolutions, and ordinances.

Department Organization



Business Area Budget Summary

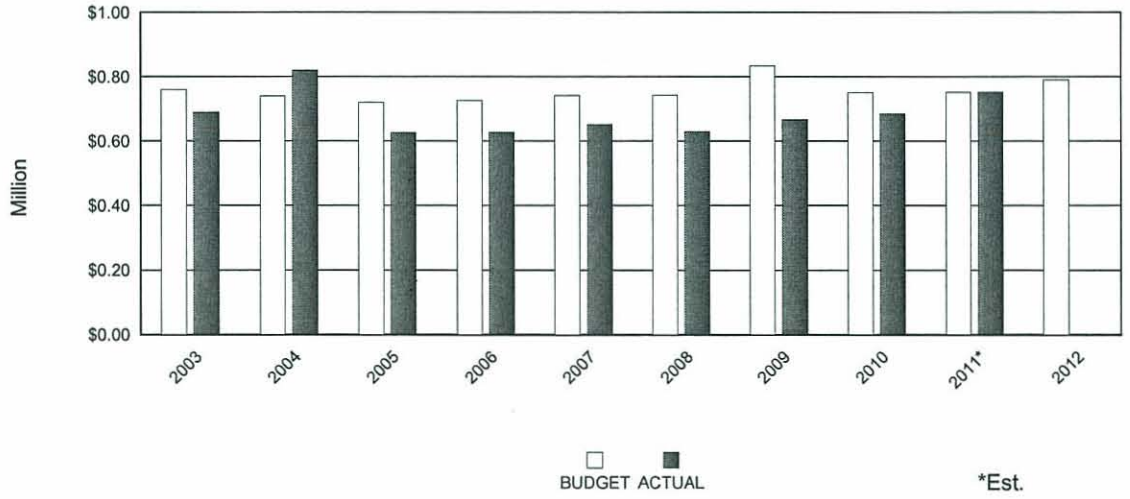
Fund Name : General Fund
Business Area Name : City Secretary
Fund No./Bus. Area No. : 1000 / 7500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	602,869	651,270	654,015	**678,443**
	Supplies	8,477	17,839	14,521	**12,945**
	Other Services and Charges	73,803	83,214	83,787	**98,959**
	Total M & O Expenditures	685,149	752,323	752,323	**790,347**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	685,149	752,323	752,323	**790,347**
Revenues		2,635	4,000	2,000	**3,000**
Staffing	Full-Time Equivalents - Civilian	11.4	12.4	12.4	**12.2**
	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	11.4	12.4	12.4	**12.2**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- The FY2012 Budget provides funding for the continuation of current service levels.

City Secretary
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : City Secretary
Fund No./Bus Area No. : 1000 / 7500

Name: CSC - City Secretary -- 750001

Mission: The Office of the City Secretary acts as the official custodian of the proceedings of City Council meetings. Prepare minutes and motions in final form. Prepare City Council weekly agenda. Receive vendor bid proposals.

Goal: Efficient and effective preparation and management of all agendas by the deadline. Provide timely and courteous services to the public and City departments.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Agenda ready by deadline	100%	100%	**100%**

Division Summary

Fund Name : General Fund
Business Area Name : City Secretary
Fund No./Bus Area No. : 1000 / 7500

Division Description		FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
CSC - City Secretary	750001	11.4	685,149	12.4	752,323	**12.2**	**790,347**
Total		11.4	685,149	12.4	752,323	**12.2**	**790,347**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : City Secretary
Fund No./Bus Area No. : 1000 / 7500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.8	1.7	(0.1)
ADMINISTRATIVE ASSOCIATE	13	3.0	3.0	
CITY SECRETARY	34	1.0	1.0	
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
OFFICE ASSISTANT	9	0.8	0.8	
OFFICE SUPERVISOR	17	0.8	0.7	(0.1)
SENIOR CLERK	8	1.0	1.0	
SENIOR WORD PROCESSOR	12	1.0	1.0	
WORD PROCESSOR	10	2.0	2.0	
Total FTEs		**12.4**	**12.2**	**(0.2)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**12.4**	**12.2**	**(0.2)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : City Secretary
Fund No./Bus Area No. : 1000 / 7500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
7500010001	**CSEC - City Secretary**			
426330	Miscellaneous Copies Fees	4,000	2,000	**3,000**
Total	**City Secretary**	**4,000**	**2,000**	**3,000**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : City Secretary
Fund No./Bus. Area No. : 1000 / 7500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	383,210	407,007	403,203	**412,849**
500030	Salary Part Time - Civilian	65,519	71,849	68,031	**81,839**
500060	Overtime - Civilian	450	9,844	19,537	**500**
500110	Bilingual Pay - Civilian	1,794	1,800	1,800	**1,800**
501070	Pension - Civilian	56,936	59,108	62,240	**74,314**
501120	Termination Pay - Civilian	0	415	0	**0**
502010	FICA - Civilian	32,975	37,667	36,112	**37,871**
503010	Health Ins-Act Civilian	58,849	59,525	59,525	**65,339**
503015	Basic Life Insurance - Active Civilian	231	240	240	**241**
503060	Long Term Disability-Civilian	593	850	595	**850**
503090	Workers Compensation-Civilian-Admin	2,312	2,615	2,732	**2,490**
504030	Unemployment Claims - Administration	0	350	0	**350**
Total	**Personnel Services**	**602,869**	**651,270**	**654,015**	**678,443**
511045	Computer Supplies	1,087	0	0	**0**
511060	Postage	1,152	2,000	1,800	**2,000**
511070	Miscellaneous Office Supplies	5,980	11,013	8,624	**8,445**
511150	Miscellaneous Parts & Supplies	258	4,826	4,097	**2,500**
Total	**Supplies**	**8,477**	**17,839**	**14,521**	**12,945**
520111	Real Estate Services	31,069	31,575	31,575	**31,575**
520121	IT Application Svcs	2,102	2,050	2,050	**2,431**
520122	Office Equipment Services	0	913	0	**913**
520515	Print Shop Services	5,950	10,000	7,000	**7,500**
520705	Insurance Fees	94	192	192	**200**
521605	Data Services	1,743	2,510	2,510	**4,608**
521610	Voice Services	15,102	8,114	20,000	**22,497**
521620	Voice Equipment	0	2,400	0	**759**
521630	GIS Revolving Fund Services	0	460	460	**456**
521715	Office Equipment Rental	9,668	15,000	10,000	**10,500**
521730	Parking Space Rental	8,075	10,000	10,000	**9,800**
522721	Interfund HR Client Services	0	0	0	**7,258**
522722	KRONOS Service Chargeback	0	0	0	**462**
Total	**Other Services and Charges**	**73,803**	**83,214**	**83,787**	**98,959**
	Grand Total Expenditures	**685,149**	**752,323**	**752,323**	**790,347**


CITY OF HOUSTON
TEXAS

FINANCE

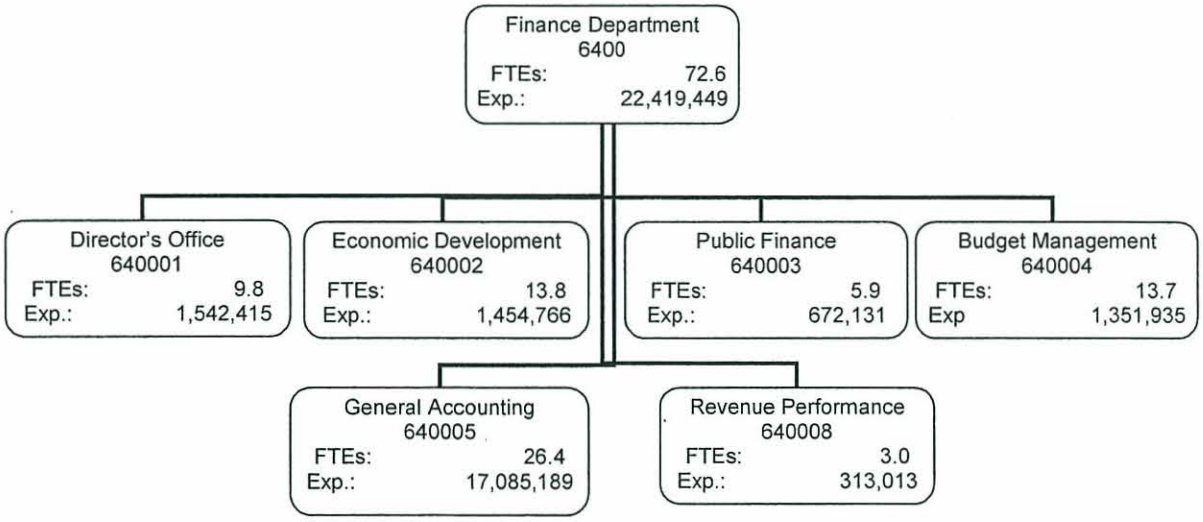
Department Description and Mission

The Finance Department's mission is to serve the citizens of the City of Houston and provide support to City departments through sound management of the City's finances.

The Finance Department's mission objectives are to:

- Demonstrate integrity, accountability, consistency, professionalism and a strong work ethic.
- Emphasize strategic financial planning and performance reporting.
- Maximize the effective and efficient use of public funds.
- Execute directives and policies of the Administration and City Council.
- Build a cohesive team of highly qualified talented professionals based on trust, respect, and mutual support.
- Provide excellent customer service.

Department Organization



Business Area Budget Summary

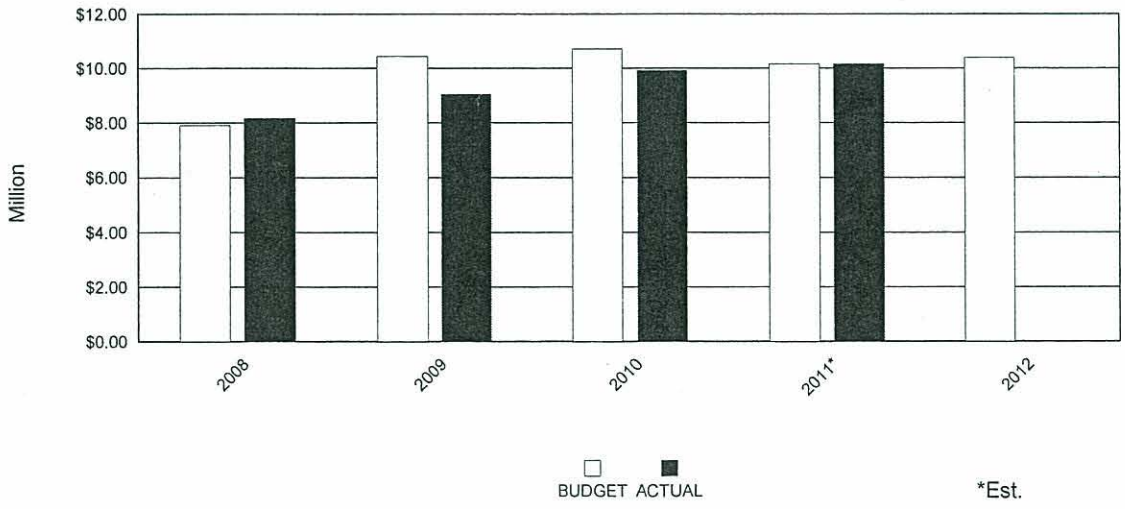
Fund Name : General Fund
Business Area Name : Finance Department
Fund No./Bus. Area No. : 1000 / 6400

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	6,691,825	6,707,617	6,707,617	**6,988,403**
	Supplies	71,840	57,706	54,706	**75,266**
	Other Services and Charges	3,135,364	3,394,943	3,397,943	**15,355,780**
	Non-Capital Equipment	9,169	2,580	2,580	**0**
	Total M & O Expenditures	9,908,198	10,162,846	10,162,846	**22,419,449**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	9,908,198	10,162,846	10,162,846	**22,419,449**
Revenues		1,397,846,902	1,357,006,580	1,375,000,723	**1,404,451,900**
Staffing	Full-Time Equivalents - Civilian	76.9	74.9	74.9	**72.6**
	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	76.9	74.9	74.9	**72.6**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o Create new Accounts Receivable Collections group within Finance.
- o Consolidate Capital Improvement Program (CIP) services and reporting into Public Finance.
- o Conduct an internal assessment of the use of information technology and identify areas to leverage the use of technology to connect the day to day financial processing operations of the City.

Finance Department
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1000 / 6400

Name: Directors Office -- 640001

Mission: Ensure the financial integrity of the City by promoting responsible resource allocation, providing oversight of resource usage, and improving financial accounting and management processes.

Goal: Review current financial processes and identify areas where the Finance Department can improve management of city funds and financial systems. Strengthen citywide accounts receivable collection efforts by the creation of a dedicated collection oversight section to work jointly with departments to improve collection efforts.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Fin Processes New/Impr.	N/A	N/A	**6**
Fin Outputs New/Impr.	N/A	N/A	**4**

Name: Economic Development/TIRZ -- 640002

Mission: Implement and manage citywide policy and procedure for economic development programs including Tax Increment Reinvestment Zones (TIRZ) and tax abatements in addition to other innovative incentive programs. Market Houston as the place to grow or relocate a targeted business.

Goal: Improve policy and procedure for economic development programs and incentives. Ensure transparency on all budgets and financial analyses as they pertain to the various TIRZs. Grow economic activity within the City and support economic activity in the region.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
TIRZ-Bring Admin in House	8	3	**2**
Tax Abatements Creation	1	3	**3**
Tax Abatements Recapture	$220,000	$40,000	**$275,000**
Economic Growth Incentives	$81 mil	$654 mil	**$350 mil**
Industrial Districts	$19.2 mil	$19.5 mil	**$22 mil**

Name: Public Finance -- 640003

Mission: Design, issue and manage debt financing needs of General Obligation, Combined Utility System, Houston Airport System, and Convention and Entertainment. Manage the bond funded capital budgets of the Capital Improvement Plan, the Equipment Acquisition Plan, and the Technology Investment Plan. Compile the Capital Improvement Plan.

Goal: Proficiently and resourcefully manage capital transactions. Process and approve budget requests and RCAs that require capital funding in a timely and responsive manner.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Debt Transactions	7	9	**4**
GF Trsf to Debt Service	13.3%	12.2%	**12%**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1000 / 6400

Name: Budget Management -- 640004

Mission: Monitor the financial activities of City departments. Coordinate, develop, implement and monitor the citywide budget. Administer budget, tax and financial reporting.

Goal: Monitor the City's fiscal activities through financial analysis, review and report preparation.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Financial Reports Prepared	15	15	**15**
City Departments Monitored	25	25	**25**
Funds Managed	39	40	**42**

Name: General Accounting -- 640005

Mission: Citywide monitoring and oversight of accounting, fixed assets, internal control, hotel tax audits, grant management, tax revenues and delinquent collections. Establish and update accounting and internal control policies. Coordinate annual audit. Prepare cost allocation plan. Manage accounting and Federal Emergency Managment Agency (FEMA) compliance for disasters.

Goal: To assist all departments to properly account for financial transactions and safeguard assets. Develop indirect cost allocation plan for recovering $15 million in services from federal grant administrative costs for General Fund. Ensure hotels are paying hotel occupancy taxes. Assisting in complying with grant regulations and coordinating the Single Audit. Record property taxes collected. Advise departments with the receivable collections.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Asset Acctg/Ext Audit	$32.1B/1	$33.7B/1	**$34.6B/1**
Intnl Audits/Cost Plan	31 audits/1	49 audits/1	**49 audits/1**
Grants/Awards/FEMA	170/$428M/1	160/$250M/1	**160/$250M/1**
Prop, Tax/Cash Flow	$1.362B	$1.340B	**$1.357B**
Review AR Coll Process	NA	NA	**7**

Name: Revenue Performance Management -- 640008

Mission: Improve revenue collections and financial performance of departments citywide. Implement performance management processes and systems to ensure continued process excellence.

Goal: Implement standard Accounts Receivable (AR) collections policies, procedures, and systems citywide with accompanying performance management system.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
AR Policies Implemented	N/A	N/A	**1**
Department AR Policies	N/A	N/A	**100%**
Dept AR Automated	N/A	N/A	**50%**

Division Summary

Fund Name : General Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1000 / 6400

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Directors Office 640001 The Director's Office provides fiscal leadership developing financial and strategic policies and priorities to promote stability and financial health for the City of Houston. In alignment with the departmental mission to serve the citizens of Houston, the Director's Office is committed to providing superior financial services thru prudent and efficient management of the City's financial affairs.	9.5	1,421,019	10.3	1,378,417	**9.8**	**1,542,415**
Economic Development/TIRZ 640002 The division develops, implements and manages citywide policies and procedures for economic development programs such as Tax Increment Reinvestment Zones (TIRZ) and tax abatements in addition to other innovative incentive programs.	8.5	816,706	8.8	794,286	**13.8**	**1,454,766**
Public Finance 640003 The division serves the citizens of Houston by providing cost-efficient debt management services to the City and City's Enterprise Funds (Houston Airport System, Combined Utility System, and Convention & Entertainment Facilities), for short, medium and long-term debt.	13.0	1,240,279	10.1	930,345	**5.9**	**672,131**
Budget Management 640004 The primary responsibility of the Budget Management division is the development and management of the City budget and the Five Year Plan. The division works with all other City department's financial management teams to produce the Fiscal Year Budget and Monthly Financial and Operations Report. The Five Year Plan projects the financial position of the General Fund over a five year horizon.	17.7	1,615,417	18.4	1,658,644	**13.7**	**1,351,935**
General Accounting 640005 Citywide monitoring and oversight of accounting, fixed assets, internal control, hotel tax audits, grant management, tax revenues & delinquent collections. Establish and update accounting and internal control policies. Coordinate annual audit. Prepare cost allocation plan. Manage accounting and FEMA compliance for disasters.	28.2	4,814,777	27.3	5,401,154	**26.4**	**17,085,189**

Division Summary

Fund Name : General Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1000 / 6400

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Revenue Performance Management 640008						
Leads financial performance improvement projects to improve accounts receivable, collections, revenue, and financial efficiency.	0.0	0	0.0	0	**3.0**	**313,013**
Total	76.9	9,908,198	74.9	10,162,846	**72.6**	**22,419,449**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1000 / 6400

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER (EXE LEV)	26	0.0	1.0	1.0
ADMINISTRATIVE ASSISTANT	17	2.0	2.0	
ADMINISTRATIVE ASSOCIATE	13	0.0	2.0	2.0
ADMINISTRATIVE COORDINATOR	24	1.0	2.0	1.0
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	0.0	1.0	1.0
ADMINISTRATIVE SPECIALIST	20	4.0	4.0	
ASSISTANT DIRECTOR (EXE LEV)	32	3.0	1.0	(2.0)
CONTRACT ADMINISTRATOR	22	1.0	0.0	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	3.0	1.0
DEPUTY CHIEF POLICY OFFICER (EXE LEV)	36	0.2	0.0	(0.2)
DEPUTY DIRECTOR (EXE LEV)	34	2.0	3.0	1.0
DEPUTY DIRECTOR-FINANCE/ADMIN.	36	2.0	0.0	(2.0)
DIVISION MANAGER	29	11.0	11.0	
EXECUTIVE OFFICE ASSISTANT	15	1.0	2.0	1.0
FINANCE DIRECTOR	37	1.0	1.0	
FINANCIAL ANALYST I	15	1.0	1.0	
FINANCIAL ANALYST III	21	5.0	4.0	(1.0)
FINANCIAL ANALYST IV	25	18.0	18.0	
MANAGEMENT ANALYST II	18	1.0	1.0	
MANAGEMENT ANALYST III	21	1.0	2.0	1.0
MANAGEMENT ANALYST IV	25	2.0	2.0	
SENIOR AUDITOR	21	4.0	3.0	(1.0)
SENIOR FIXED ASSET SPECIALIST	17	1.0	0.0	(1.0)
SENIOR STAFF ANALYST	28	10.1	5.0	(5.1)
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	2.0	1.0
STAFF ANALYST	26	3.0	2.0	(1.0)
STUDENT INTERN I	4	2.5	0.0	(2.5)
SYSTEMS CONSULTANT	26	1.0	1.0	
Total FTEs		**80.8**	**74.0**	**(6.8)**
Less adjustment for Civilian Vacancy Factor		**5.9**	**1.4**	**(4.5)**
Full-Time Equivalents		**74.9**	**72.6**	**(2.3)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1000 / 6400

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6400020001	**Economic Development - TIRZ**			
415010	Industrial District Assessment	16,000,000	14,800,000	**14,800,000**
452020	Recoveries & Refunds	100,000	0	**0**
490120	Transfer from Component Unit	0	0	**141,000**
Total	**Economic Development - TIRZ**	**16,100,000**	**14,800,000**	**14,941,000**
6400030001	**Public Finance**			
424110	Other Interfund Services	0	0	**50,000**
6400050001	**General Accounting**			
426090	Demolition Fees	603,391	604,000	**600,000**
426120	Weed Cutting Fees	552,316	673,000	**640,000**
426480	Securing/Boarding - Nuisance Abatement	60,000	56,000	**52,000**
426485	Visual Blight - Nuisance Abatement	3,000	1,850	**1,900**
428030	Release of Liens	65,000	80,000	**78,000**
428080	Returned Check Charges	1,000	0	**1,000**
428100	Interest on Liens-COH	85,000	128,000	**131,000**
428105	Interest on Liens-Contract	540,000	577,000	**600,000**
434150	Streets & Bridges Assessments	56,000	73,000	**75,000**
434315	Reimbursement of Court Costs	0	5,000	**0**
434510	Prior Year Revenue	0	107,000	**0**
452030	Miscellaneous Revenue	0	2,000	**0**
490120	Transfer from Component Unit	0	0	**11,773,000**
Total	**General Accounting**	**1,965,707**	**2,306,850**	**13,951,900**
6400050002	**Auditing**			
424150	Interfund Auditing Services-601	226,873	226,873	**229,000**
6400050004	**Tax & Rev Acctg**			
411020	Current Property Tax	741,267,744	765,865,764	**759,547,505**
411030	Current Year Delinquent Property Tax	82,374,256	61,096,236	**60,342,495**
411040	Delinquent Property Tax - Prior Years	497,647	546,688	**520,812**
411120	Prior Year Delinquent Property Tax-1999	1,004	1,198	**0**
411130	Prior Year Delinquent Property Tax-2000	90,090	65,340	**1,142**
411140	Prior Year Delinquent Property Tax-2001	89,151	86,429	**62,248**
411150	Prior Year Delinquent Property Tax-2002	109,434	119,835	**82,338**
411160	Prior Year Delinquent Property Tax-2003	172,714	146,930	**114,163**
411170	Prior Year Delinquent Property Tax-2004	269,432	258,936	**139,976**
411171	Prior Year Delinquent Property Tax-2005	465,297	707,906	**246,680**
411172	Prior Year Delinquent Property Tax-2006	773,368	1,855,220	**531,499**
411173	Prior Year Delinquent Property Tax-2007	1,440,522	1,869,544	**1,910,306**
411174	Prior Year Delinquent Property Tax-2008	2,439,828	2,772,456	**1,781,053**
411175	Prior Year Delinquent Property Tax-2009	5,454,513	4,369,518	**2,641,226**
411176	Prior Year Delinquent Property Tax-2010	0	0	**4,162,559**
411180	Current Delinquent - P & I	4,645,424	4,513,953	**4,298,707**
411190	Penalty&Interest-Delinq. Property Tax	6,755,576	7,146,047	**6,805,291**
411210	Property Tax Rebates	(710,000)	(710,000)	**(710,000)**
412010	Sales Tax	473,754,000	490,883,000	**518,912,000**
413010	Mixed Beverage Tax	10,590,000	10,621,000	**10,621,000**
414010	Bingo Tax	206,000	175,000	**185,000**
428060	Other Interest Income	28,000	6,000	**21,000**
432010	Interest on Pooled Investments	6,750,000	5,000,000	**3,000,000**
452020	Recoveries & Refunds	0	0	**63,000**
Total	**Tax & Rev Acctg**	**1,337,464,000**	**1,357,397,000**	**1,375,280,000**
6400060001	**Fleet Management**			
424110	Other Interfund Services	0	191,000	**0**
6400070001	**Capital Improvement Program**			
424110	Other Interfund Services	1,250,000	79,000	**0**
Total	**Finance Department**	**1,357,006,580**	**1,375,000,723**	**1,404,451,900**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Finance Department
Fund No./Bus. Area No. : 1000 / 6400

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	5,057,000	5,067,254	5,067,254	**5,092,713**
500030	Salary Part Time - Civilian	48,026	0	0	**0**
500110	Bilingual Pay - Civilian	0	0	0	**1,356**
501050	Employee Awards	5,412	2,700	2,700	**2,700**
501070	Pension - Civilian	748,860	760,064	760,064	**916,692**
501120	Termination Pay - Civilian	14,603	15,451	15,451	**15,451**
501160	Vehicle Allowance - Civilian	8,544	8,558	8,558	**12,858**
502010	FICA - Civilian	375,839	369,132	369,132	**379,388**
503010	Health Ins-Act Civilian	406,321	452,153	452,153	**484,867**
503015	Basic Life Insurance - Active Civilian	2,943	3,050	3,050	**3,044**
503060	Long Term Disability-Civilian	5,799	6,345	6,345	**6,207**
503090	Workers Compensation-Civilian-Admin	13,377	15,717	15,717	**14,588**
503100	Workers Compensation-Civilian-Claim	591	600	600	**600**
504020	Compensation Contingency	0	4,062	4,062	**0**
504030	Unemployment Claims - Administration	4,510	2,531	2,531	**57,939**
Total	**Personnel Services**	**6,691,825**	**6,707,617**	**6,707,617**	**6,988,403**
511020	Construction Materials	1,535	0	0	**0**
511040	Audiovisual Supplies	0	2,235	2,235	**2,235**
511045	Computer Supplies	4,535	9,665	9,665	**13,289**
511050	Paper & Printing Supplies	3,020	7,800	7,800	**8,800**
511055	Publications & Printed Materials	1,913	3,791	3,791	**4,441**
511060	Postage	2,556	6,000	3,000	**10,850**
511070	Miscellaneous Office Supplies	43,217	20,737	20,737	**18,335**
511110	Fuel	10,113	3,778	3,778	**7,600**
511115	Vehicle Repair & Maintenance Supplies	0	0	0	**6,016**
511125	Food Supplies	457	0	0	**0**
511145	Small Tools & Minor Equipment	0	200	200	**200**
511150	Miscellaneous Parts & Supplies	4,494	3,500	3,500	**3,500**
Total	**Supplies**	**71,840**	**57,706**	**54,706**	**75,266**
520100	Temporary Personnel Services	47,784	23,445	23,445	**0**
520105	Accounting & Auditing Services	1,522,550	1,778,000	1,778,000	**1,778,000**
520107	Computer Info/Contr	17,000	0	0	**0**
520109	Medical Dental & Laboratory Services	0	500	500	**500**
520110	Management Consulting Services	270,781	283,650	283,650	**292,291**
520114	Miscellaneous Support Services	54	2,315	2,315	**2,315**
520119	Computer Equipment/Software Maintenance	444	10,000	10,000	**14,000**
520121	IT Application Svcs	18,735	2,050	5,050	**5,212**
520123	Vehicle & Motor Equipment Services	1,659	3,516	3,516	**0**
520136	Billing & Collection Services	1,066,768	1,100,000	1,100,000	**1,135,000**
520510	Mail/Delivery Services	951	2,650	2,650	**2,650**
520515	Print Shop Services	44,989	37,695	37,695	**45,195**
520605	Advertising Services	4,241	21,305	21,305	**21,305**
520705	Insurance Fees	1,995	2,349	2,349	**2,630**
520760	Contributions	0	0	0	**11,773,000**
520765	Membership & Professional Fees	2,720	10,500	10,500	**355**
520805	Education & Training	8,874	16,267	16,267	**11,583**
520905	Travel - Training Related	9,346	7,641	7,641	**6,300**
520910	Travel - Non-Training Related	12,554	13,200	13,200	**11,790**
521405	Building Maintenance Services	2,734	694	694	**694**
521605	Data Services	25	102	102	**1,980**
521610	Voice Services	61,062	22,550	22,550	**76,427**
521620	Voice Equipment	0	3,112	3,112	**1,039**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Finance Department**
Fund No./Bus. Area No. : **1000 / 6400**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521625	Voice Labor	785	448	448	**501**
521630	GIS Revolving Fund Services	0	3,106	3,106	**75,094**
521715	Office Equipment Rental	7,000	16,448	16,448	**19,648**
521725	Other Rental	0	0	0	**75**
521730	Parking Space Rental	28,473	27,600	27,600	**31,890**
522430	Miscellaneous Other Services & Charges	1,500	2,800	2,800	**3,550**
522721	Interfund HR Client Services	0	0	0	**40,200**
522722	KRONOS Service Chargeback	0	0	0	**2,556**
522795	Other Interfund Services	2,340	3,000	3,000	**0**
Total	**Other Services and Charges**	**3,135,364**	**3,394,943**	**3,397,943**	**15,355,780**
551010	Non-Capital Office Furniture & Equipment	2,394	1,000	1,000	**0**
551015	Non-Capital Computer Equipment	6,775	1,580	1,580	**0**
Total	**Non-Capital Equipment**	**9,169**	**2,580**	**2,580**	**0**
	Grand Total Expenditures	**9,908,198**	**10,162,846**	**10,162,846**	**22,419,449**

HUMAN RESOURCES

Department Description and Mission

The Human Resources Department (HR) provides overall policy direction on human resource management issues and administrative support functions related to the management of employees for all City departments. The mission of the department is to be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce. The vision is to be universally recognized for Human Resources excellence and as a premier employer.

In addition to providing strategic central human resources functions, the Human Resources Department is responsible for administering the Health Benefits, Workers Compensation, and Long Term Disability programs. Further responsibilities include citywide coordination of the Combined Municipal Campaign program, the Employee Recognition program, temporary employee services, and publishing newsletters reporting City events, activities, and employee information.

The department manages the E.B. Cape Center, whose core curriculum includes professional development, safety and technical training for all City departments.

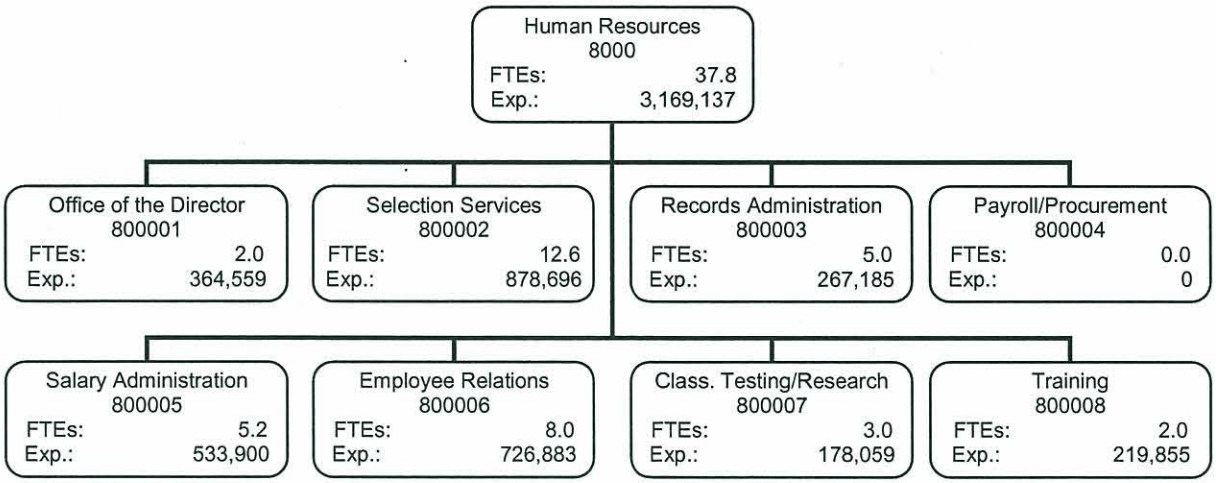
Department Short Term Goals

- Continue to pursue technological advances that improve operating efficiencies.
- Integrate new technologies across divisions to increase efficiency and effectiveness of central HR functions.
- Maximize features of SAP, NEOGOV, salary continuation program, automated personnel transaction program, and the new learning management system to improve operating efficiency in HR and other departments.

Department Long Term Goals

Develop the staff at all levels of the organization through formal programs offered through departments and across departments.

Department Organization



Business Area Budget Summary

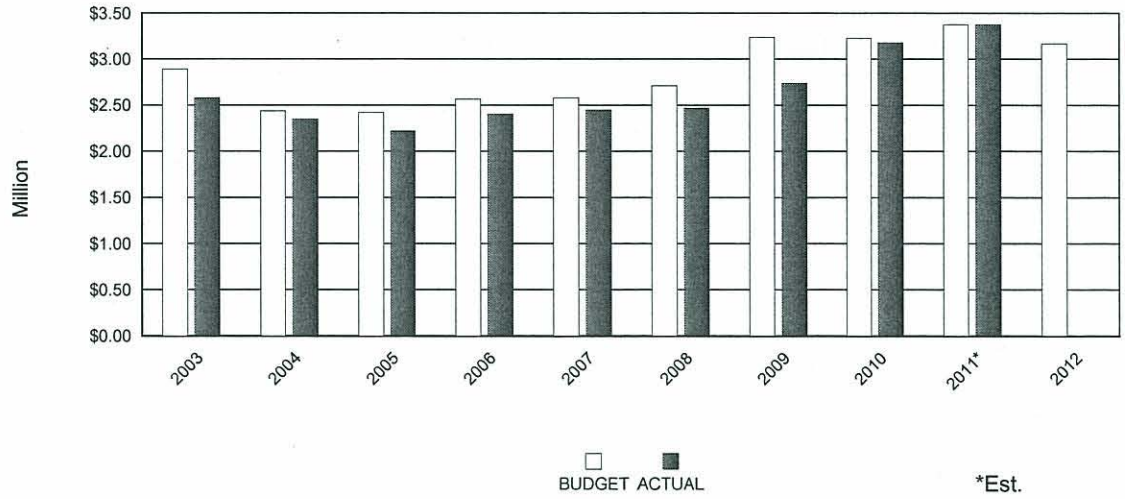
Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1000 / 8000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,755,850	2,819,440	2,742,470	**2,701,548**
	Supplies	51,402	73,681	75,608	**70,995**
	Other Services and Charges	365,752	483,188	558,231	**396,594**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	3,173,004	3,376,309	3,376,309	**3,169,137**
	Debt Service & Other Uses	7,794	1,335	1,335	**0**
	Total Expenditures	3,180,798	3,377,644	3,377,644	**3,169,137**
Revenues		329,187	4,500	10,000	**6,000**
Staffing	Full-Time Equivalents - Civilian	41.8	40.8	38.6	**37.8**
	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	41.8	40.8	38.6	**37.8**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- The E.B. Cape Center provides excellent training and professional development to City of Houston employees and leaders. The Center continues to develop and deliver new programs and to improve existing programs based on the needs of the City's departments. Customized training is also provided to specific organizations and individuals in response to their unique requirements.
- Institutionalizing Personnel Action Request (PAR), Job Evaluation System and the Learning Management System (LMS).

Human Resources
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1000 / 8000

Name: Office of the Director -- 800001

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Provide support to the functions/responsibilities of the various programs of the departments.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Dept administrator strategy sessions	12	24	**24**

Name: Selection Services -- 800002

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Provide recruitment/selection support to departments. Track applicants, analyze staffing trends and process all personnel actions. Ensure compliance with all applicable laws, regulations and codes.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Applications processed	222,577	188,308	**220,000**
Vacancies filled	4,114	3,257	**4,500**
Personnel actions prepared	7,220	4,543	**7,500**

Name: Records Administration -- 800003

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Maintain custody of the official personal records for all active and inactive employees.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Folders retrieved & filed	7,218	5,107	**8,000**
Emp. Perf. Eval. processed	17,498	18,561	**16,000**
Phone/written verification	107,222	5,912	**3,600**
Documents received	61,407	38,538	**50,000**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1000 / 8000

Name: Payroll/Procurement -- 800004

Mission: Reorganized within the department in FY2010.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: Salary Administration -- 800005

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Administer the City's classification and compensation programs to facilitate the acquisition and maintenance of an experienced, competitive workforce. Ensure compliance with all applicable laws, regulations and codes.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Job Audits	21	35	**N/A**
Job Audit/Desc Reviews	0	20	**N/A**
Teaching/Training	32	17	**30**
Salary surveys	207	164	**200**
Job Description	N/A	N/A	**50**

Name: Employee Relations -- 800006

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Provide City employees with a forum to address and correct real and perceived problems. Provide administrative support to the Civil Service Commission (CSC) and Police Officers Civil Service Commission (POCSC).

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
No. of Step III processed	26	25	**30**
No. Step IV Processed	20	10	**15**
No. of Commission Reviews	30	40	**45**
No. of Commission Hearings	40	65	**70**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1000 / 8000

Name: Classified Testing and Research -- 800007

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Administer exams in Police and Fire Departments as mandated by Chapter 143 of the Texas Local Government Code.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Promotional applicants tested	972	588	**1,335**
Question written & edited	809	1,289	**1,020**
Police/ Fire Cadets tested	1,500	1,508	**2,275**
Exams administered	9	16	**11**

Name: Training -- 800008

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Provide formal training/staff development programs aimed at meeting special needs of City departments in such areas as: management/supervisory development, employee development, technology, and orientation for new employees.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
New employee orientation	12	9	**9**
Classes by HR trainers	N/A	121	**135**
Employees trained	8,271	12,012	**13,000**
Develop new courses	31	33	**32**

Division Summary

Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1000 / 8000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Office of the Director 800001						
Provide executive support and leadership to all divisions/programs of the department.	1.5	247,109	2.0	366,659	**2.0**	**364,559**
Selection Services 800002						
Develop/utilize more extensive recruiting networks. Improve communication of employment opportunities and quality of service to applicants and departments within the City of Houston. Process personnel actions and generate computer reports using Applicant Tracking System.	16.7	1,110,512	14.1	921,258	**12.6**	**878,696**
Records Administration 800003						
Accurate and timely maintenance of onsite and archived employee records. Administer the employment verification contract ensuring vendor compliance and timely response to numerous TPIA requests, subpoenas and social service requests.	4.8	239,542	4.9	271,071	**5.0**	**267,185**
Payroll/Procurement 800004						
Reorganized within the department in FY2010.	0.8	31,828	0.0	0	**0.0**	**0**
Salary Administration 800005						
Develop, administer, review and maintain the job evaluations and descriptions, pay structures, variable pay programs and salary studies. Report on compensation issues. Administer organizational management module in SAP. Provide consultive services to departments on classification and compensation matters.	6.5	571,882	5.7	645,806	**5.2**	**533,900**
Employee Relations 800006						
Administer classified/municipal grievance system as mandated by Local Govt. Code/Code of Ordinances, Section 14-50 Ord. Meet and Confer. Schedule disciplinary appeals/arbitration as mandated by City Charter and Texas Local Government Code.	4.8	384,272	6.4	609,410	**8.0**	**726,883**

Division Summary

Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1000 / 8000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Classified Testing and Research 800007						
Develop and administer classified promotional exams for Fire and Police Chapter 143 positions in 120 days of receipt of the source material. Assist Fire and Police to active timely hiring of trainees through cooperative efforts in scheduling and administering entrance exams.	2.7	194,357	2.5	219,344	**3.0**	**178,059**
Training 800008						
Provide quality training programs that will enhance the efficiency and productivity of participants and meet specific department/employee needs. Promote City Accreditation Program for Supervisors (CAPS).	4.0	401,296	3.0	344,096	**2.0**	**219,855**
Total	41.8	3,180,798	38.6	3,377,644	**37.8**	**3,169,137**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1000 / 8000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE AIDE	10	3.0	2.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
AFFIRMATIVE ACTION SPECIALIST	20	0.0	2.0	2.0
ASSISTANT DIRECTOR-HUMAN RESOURCES (EXE LEV)	32	2.0	1.0	(1.0)
COMPENSATION SPECIALIST	18	1.0	1.0	
CUSTOMER SERVICE CLERK	10	3.0	1.0	(2.0)
DIVISION MANAGER	29	2.8	3.8	1.0
HUMAN RESOURCES ASSISTANT	13	1.7	1.0	(0.7)
HUMAN RESOURCES DIRECTOR	35	1.0	1.0	
HUMAN RESOURCES SPECIALIST	17	2.0	2.0	
HUMAN RESOURCES SUPERVISOR	24	2.0	2.0	
HUMAN RESOURCES TECHNICIAN	12	2.0	2.0	
MANAGEMENT ANALYST IV	25	1.0	1.0	
OFFICE SUPERVISOR	17	1.0	1.0	
RECORDS SUPERVISOR	18	1.0	1.0	
RECORDS TECHNICIAN	9	4.0	4.0	
SENIOR CLERK	8	0.7	0.8	0.1
SENIOR HUMAN RESOURCES SPECIALIST	21	9.8	9.8	
SENIOR TRAINER	21	2.0	1.0	(1.0)
Total FTEs		**42.0**	**39.4**	**(2.6)**
Less adjustment for Civilian Vacancy Factor		**1.2**	**1.6**	**0.4**
Full-Time Equivalents		**40.8**	**37.8**	**(3.0)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1000 / 8000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
8000010001	**Office of the Director**			
426330	Miscellaneous Copies Fees	4,500	10,000	**6,000**
Total	**Human Resources**	**4,500**	**10,000**	**6,000**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1000 / 8000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	1,860,217	1,946,242	1,889,176	**1,808,480**
500030	Salary Part Time - Civilian	91,629	146,175	146,609	**133,421**
500060	Overtime - Civilian	3	0	49	**0**
500110	Bilingual Pay - Civilian	6,879	6,325	5,363	**5,422**
501070	Pension - Civilian	276,648	296,334	292,095	**325,526**
501120	Termination Pay - Civilian	127,940	0	2,743	**0**
501160	Vehicle Allowance - Civilian	2,037	4,200	4,200	**4,200**
502010	FICA - Civilian	149,265	157,778	154,395	**145,397**
503010	Health Ins-Act Civilian	222,429	247,257	235,000	**235,046**
503015	Basic Life Insurance - Active Civilian	1,046	1,235	1,174	**1,094**
503060	Long Term Disability-Civilian	3,003	3,407	2,972	**3,009**
503090	Workers Compensation-Civilian-Admin	7,569	9,108	8,530	**7,583**
503100	Workers Compensation-Civilian-Claim	185	0	164	**0**
504030	Unemployment Claims - Administration	7,000	1,379	0	**32,370**
Total	**Personnel Services**	**2,755,850**	**2,819,440**	**2,742,470**	**2,701,548**
511040	Audiovisual Supplies	0	500	100	**1,500**
511045	Computer Supplies	6,719	5,900	5,600	**6,200**
511050	Paper & Printing Supplies	341	6,160	5,760	**7,060**
511055	Publications & Printed Materials	9,888	25,660	17,860	**19,700**
511060	Postage	3,780	5,075	5,075	**6,675**
511070	Miscellaneous Office Supplies	17,205	20,273	38,100	**28,600**
511125	Food Supplies	12,723	8,613	1,613	**0**
511150	Miscellaneous Parts & Supplies	746	1,500	1,500	**1,260**
Total	**Supplies**	**51,402**	**73,681**	**75,608**	**70,995**
520100	Temporary Personnel Services	22,855	47,812	68,811	**30,500**
520108	Information Resource Services	167	38,000	38,000	**0**
520109	Medical Dental & Laboratory Services	155	0	0	**0**
520110	Management Consulting Services	32,498	112,250	107,250	**51,000**
520114	Miscellaneous Support Services	127,156	102,504	157,085	**124,819**
520119	Computer Equipment/Software Maintenance	109,438	88,800	95,800	**91,500**
520121	IT Application Svcs	2,484	7,175	7,175	**5,104**
520126	Construction Site Work Services	0	2,982	0	**0**
520515	Print Shop Services	10,041	4,500	4,500	**4,000**
520520	Printing & Reproduction Services	123	2,160	2,160	**2,160**
520605	Advertising Services	0	1,500	1,500	**1,000**
520705	Insurance Fees	350	1,098	1,098	**468**
520765	Membership & Professional Fees	1,590	5,335	5,335	**5,375**
520805	Education & Training	9,640	15,835	15,835	**18,485**
520905	Travel - Training Related	1,403	3,200	1,900	**1,400**
520910	Travel - Non-Training Related	556	100	100	**100**
521605	Data Services	4,389	6,289	6,289	**11,520**
521610	Voice Services	14,100	11,644	11,644	**11,775**
521620	Voice Equipment	270	79	79	**109**
521625	Voice Labor	246	606	606	**343**
521630	GIS Revolving Fund Services	0	1,672	1,672	**1,660**
521730	Parking Space Rental	6,408	10,600	13,872	**14,000**
522430	Miscellaneous Other Services & Charges	2,521	3,247	1,720	**1,720**
522722	KRONOS Service Chargeback	0	0	0	**2,556**
522780	Interfund Photo Copy Services	19,362	15,800	15,800	**17,000**
Total	**Other Services and Charges**	**365,752**	**483,188**	**558,231**	**396,594**
532120	Transfer to Fleet/Eq	7,794	1,335	1,335	**0**
Total	**Debt Service and Other Uses**	**7,794**	**1,335**	**1,335**	**0**
	Grand Total Expenditures	**3,180,798**	**3,377,644**	**3,377,644**	**3,169,137**

INFORMATION TECHNOLOGY DEPARTMENT

Department Description and Mission

The Information Technology Department was created in 2002 to improve technology utilization throughout the City by using proven and emerging strategies to reduce cost, limit growth and improve citizen services, as well as, reduce security and system failure risks.

Primary Objectives of the Department:

1. Create a new Information Technology Department that focuses on delivering services in alignment with its clients' requirements.
2. Consistently deliver innovative solutions to business requirements while minimizing operating expense.
3. Reduce cost of IT services by leveraging resources, streamlining processes, consolidating facilities, adopting new technology and aggregating purchases.
4. Reduce IT spending by eliminating duplication of effort.
5. Improve IT services.

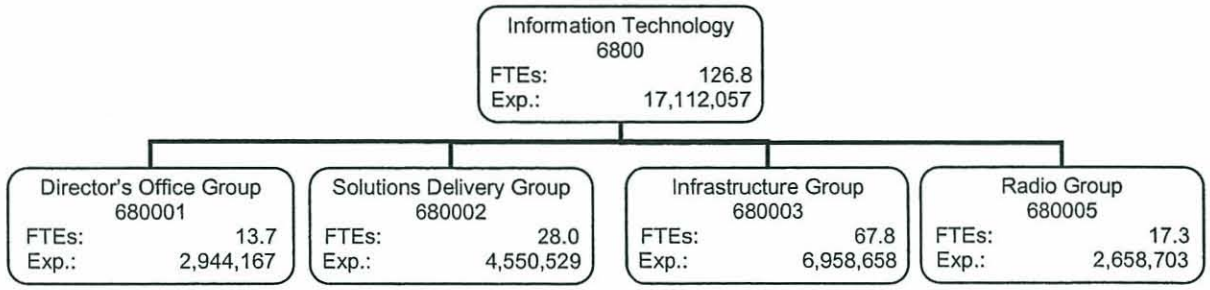
Department Short Term Goals

1. Consolidate IT resources, starting with Phase I departments.
2. Position new IT Organization for future phases of consolidation.
3. Establish an IT Governance process.
4. Transition the initial phase for the public service users of the new radio system.
5. Implement a custom developed system for Municipal Court Case Management.
6. Continue to assist HPD in the implementation of the Next Generation Records Management Technology.
7. Consolidate data centers/servers to reduce operating and capital expenses and implement an effective Disaster Recovery Plan over the next three years.

Department Long Term Goals

1. Implement an effective Disaster Recovery Plan and establish a Network Operating Center to provide 24/7 monitoring.
2. Development of a Citywide Security Framework.
3. Implement new service delivery processes that are documented and commit to Service Accountability Standards.
4. Establish capability to operate all of the City's data centers and servers.
5. Significantly improve reliability and stability of email, networks, etc.
6. Reduce cost of IT services by defining and managing performance against defined performance metrics; consolidating processes and facilities; adopting new technology; aggregating purchases across consolidated departments.

Department Organization



Business Area Budget Summary

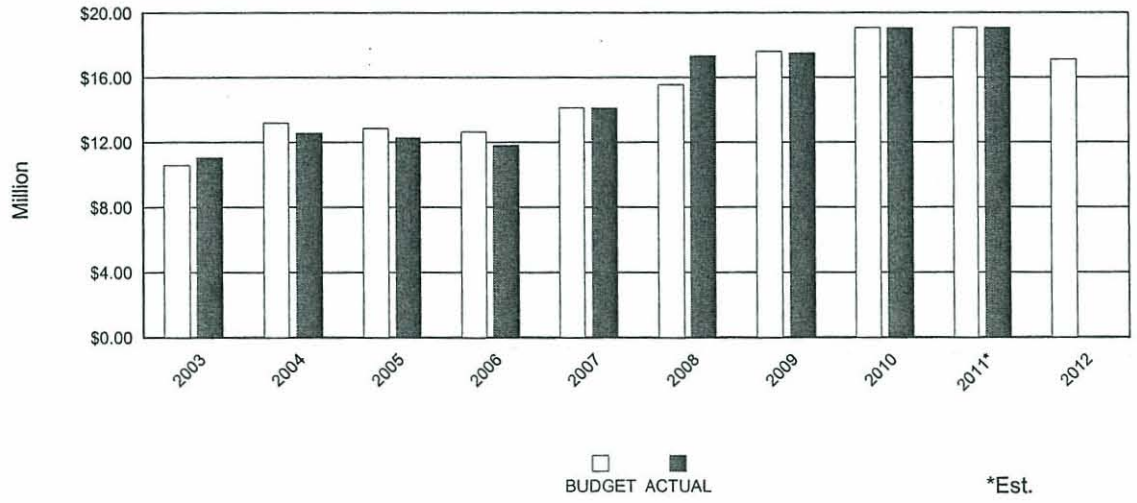
Fund Name : General Fund
Business Area Name : Information Technology
Fund No./Bus. Area No. : 1000 / 6800

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	15,801,410	14,926,702	14,940,786	**12,707,792**
	Supplies	142,358	494,075	479,659	**455,750**
	Other Services and Charges	3,097,374	3,655,486	3,655,818	**3,948,515**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	17,918	0	0	**0**
	Total M & O Expenditures	19,059,060	19,076,263	19,076,263	**17,112,057**
	Debt Service & Other Uses	6,233	570	570	**0**
	Total Expenditures	19,065,293	19,076,833	19,076,833	**17,112,057**
Revenues		123,164	537,090	537,090	**537,090**
Staffing	Full-Time Equivalents - Civilian	168.8	164.4	155.9	**126.8**
	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	168.8	164.4	155.9	**126.8**
	Full-Time Equivalents - Overtime	0.8	1.1	1.1	**0.7**

Significant Budget Changes and Highlights

- o Consolidate IT Resources, starting with Phase I Departments, building the foundation for a more responsive and reliable IT.
- o Reduce cost of IT services by leveraging resources, streamlining processes, consolidating facilities, adopting new technology and aggregating purchases.
- o Implement the initial phase for the public service users of the new radio system.
- o Upgrade the 3-1-1 System to next generation technology.
- o Continue to assist HPD in the implementation of next generation records management technology.
- o Begin the process of consolidating data centers/servers to reduce operating and capital expenses and to implement an effective Disaster Recovery Plan over the next three years.

Information Technology
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1000 / 6800

Name: IT - Director's Office Group -- 680001

Mission: To improve the quality of services to our customers (citizens and employees) on a daily basis through cross-functional teamwork while minimizing operating expenses and improving the City's business processes.

Goal: To provide citywide leadership for technology management and direction of department and administrative support functions.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
IT staff to COH employees	1:132	1:176	**1:185**
Client satisfaction	N/A	N/A	**90%**
1st call resolution	N/A	70%	**95%**
Cost Benefit Analysis proj	N/A	N/A	**75%**

Name: IT- Solutions Delivery Group -- 680002

Mission: Responsible for providing citywide applications support to the City's core business systems, as well as, support for selected departmental applications. Solutions Delivery's mission is to ensure that its client departments technology needs are well understood, organized, efficiently delivered, and effectively supported.

Goal: The primary goal of Solutions Delivery is to develop, deliver, and sustain citywide and departmental software applications that support the needs of its business users. Solutions Delivery is responsible for consulting with client departments' to understand their business operations and technology requirements, overseeing the process by which projects are identified, defined, prioritized, funded and executed.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Attribute work to clients	79.5%	70.0%	**75.0%**
Uptime percentage	N/A	95.0%	**97.5%**
Project mgmt processes	N/A	N/A	**50.0%**
Defined bus. processes	N/A	N/A	**1,000**
Meta data fields defined	N/A	N/A	**1,500**

Name: IT - Infrastructure Group -- 680003

Mission: To improve the quality of services to our customers (citizens and employees) on a daily basis through cross-functional teamwork while minimizing operating expenses and improving the City's business processes.

Goal: To provide a reliable and secure network infrastructure, an effective and efficient (secure, reliable, highly available, and scalable) server operations infrastructure and a reliable telecommunications infrastructure and to support the departments' 4,000 desktop users.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Desktops supported	2,800	3,250	**3,250**
User satisfaction	4.6	4.6	**4.6**
Network availability	95.0%	95.0%	**95.0%**
Key systems availability	95.0%	95.0%	**95.0%**
Service requests	9,000	11,000	**11,000**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1000 / 6800

Name: IT - Radio Group -- 680005

Mission: To improve the quality of services to our customers (citizens and employees) on a daily basis through cross-functional teamwork while minimizing operating expenses and improving the City's business processes.

Goal: To provide leadership and direction for converting to a 700MHz radio system. Provide management and oversight of the City's existing radio systems.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Old infrastructure avail.	89.0%	95.0%	**95.0%**
Repeaters/Rcvrs supported	608	608	**608**
Fire station alert avail.	99.9%	99.9%	**99.9%**
New system training	15 Hours	300 Hours	**300 Hours**

Division Summary

Fund Name : General Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1000 / 6800

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
IT - Director's Office Group 680001						
Citywide IT oversight, administrative support in financial analysis and reporting, cost accounting, capital planning, project staffing, funds management, asset management, procurement, contract compliance, open records and accounts payable. Management of cost common to entire IT Department.	19.5	2,767,425	19.2	2,686,717	**13.7**	**2,944,167**
IT- Solutions Delivery Group 680002						
Provides citywide applications support and IT solutions for business processes to City departments. Responsible for implementing and supporting commercial off-the-shelf applications like 3-1-1, Fleet, the Contact Center, etc. The ERP Team supports Procurement, Human Resources, Financials, and Payroll applications.	48.2	6,851,542	34.2	5,640,189	**28.0**	**4,550,529**
IT - Infrastructure Group 680003						
Provides help desk /field support for citywide applications. Manages the City's network/telecommunications infrastructure, internet access and remote connectivity to ensure the reliability. Manages server platforms, storage systems, data center facilities, server rooms, e-mail, communication systems, and system management tools.	85.2	7,367,880	76.0	7,546,417	**67.8**	**6,958,658**
IT - Radio Group 680005						
Responsible for upgrading current city radios to 700 MHz. (Radio Interoperability Project). The four existing radio systems will be replaced with a reliable, effective and efficient radio system that will improve Citywide communications and provide for inter-agency interoperability between City, County, Regional, State and Federal agencies.	15.9	2,078,446	26.5	3,203,510	**17.3**	**2,658,703**
Total	168.8	19,065,293	155.9	19,076,833	**126.8**	**17,112,057**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1000 / 6800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	1.0	1.0	
ACCOUNTANT ASSOCIATE	14	1.0	0.0	(1.0)
ACCOUNTANT MANAGER	27	1.0	1.0	
ACCOUNTANT SUPERVISOR	24	1.0	0.0	(1.0)
ADMINISTRATIVE AIDE	10	1.0	0.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	3.0	1.0	(2.0)
ADMINISTRATIVE ASSOCIATE	13	1.0	1.0	
ADMINISTRATIVE COORDINATOR	24	5.8	5.0	(0.8)
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	2.0	0.4	(1.6)
ASSISTANT DIRECTOR (EXE LEV)	32	4.0	4.0	
ASSISTANT OPERATIONS MANAGER	22	1.0	1.0	
CENTRAL NETWORK ADMINISTRATOR	26	7.0	7.0	
CHIEF INFORMATION OFFICER (EXE LEV)	36	1.0	0.2	(0.8)
COMMUNICATIONS TECHNICIAN	15	1.0	1.0	
COMMUNICATIONS TECHNICIAN SUPERVISOR	25	4.0	2.5	(1.5)
COMPUTER OPERATOR	10	2.0	1.0	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	1.0	
DEPUTY CITY CONTROLLER (EXE LEV)	36	1.0	1.0	
DEPUTY DIRECTOR (EXE LEV)	34	2.5	1.4	(1.1)
DIVISION MANAGER	29	3.0	2.0	(1.0)
ERP BUSINESS SYSTEMS CONSULTANT	28	5.0	3.0	(2.0)
EXECUTIVE OFFICE ASSISTANT	15	0.0	1.0	1.0
FINANCIAL ANALYST III	21	1.0	1.0	
FINANCIAL ANALYST IV	25	3.0	0.5	(2.5)
FIXED ASSET MANAGER	25	1.0	1.0	
HUMAN RESOURCES SUPERVISOR	24	1.0	0.0	(1.0)
INFORMATION SYSTEMS ADMINISTRATOR	30	3.0	1.0	(2.0)
INVENTORY MANAGEMENT SUPERVISOR	17	1.0	0.0	(1.0)
IRM MANAGER	29	3.3	5.6	2.3
IT PROJECT MANAGER	28	7.0	5.2	(1.8)
LAN SPECIALIST	26	2.0	2.0	
MAINTENANCE MECHANIC III	14	1.0	1.0	
MANAGEMENT ANALYST IV	25	1.0	0.0	(1.0)
MICROCOMPUTER ANALYST	20	8.0	9.0	1.0
OPERATIONS MANAGER	27	2.0	2.0	
OPERATIONS SUPERVISOR	18	2.0	0.0	(2.0)
PROGRAMMER ANALYST III	22	1.0	0.0	(1.0)
PROGRAMMER ANALYST IV	25	2.0	2.0	
PROJECT MANAGER	24	0.1	0.0	(0.1)
SENIOR BUYER	22	0.0	1.0	1.0
SENIOR CENTRAL NETWORK ADMINISTRATOR	28	2.0	1.0	(1.0)
SENIOR COMMUNICATIONS TECHNICIAN	19	2.0	2.0	
SENIOR DATA BASE ANALYST	25	1.0	1.0	
SENIOR ERP BUSINESS SYSTEMS ANALYST	26	2.0	0.0	(2.0)
SENIOR FIXED ASSET SPECIALIST	17	1.0	1.0	
SENIOR IS/IT HELP DESK COORDINATOR	14	1.0	0.0	(1.0)
SENIOR MICROCOMPUTER ANALYST	23	11.0	11.0	
SENIOR TELECOMMUNICATIONS SPECIALIST	21	6.0	5.0	(1.0)
STAFF ANALYST	26	1.0	1.0	
STUDENT INTERN I	4	1.0	1.0	
STUDENT INTERN II	10	1.8	0.0	(1.8)

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1000 / 6800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SYSTEMS ACCOUNTANT IV	29	3.0	2.0	(1.0)
SYSTEMS CONSULTANT	26	3.5	3.0	(0.5)
SYSTEMS SUPPORT ANALYST I	16	1.0	1.0	
SYSTEMS SUPPORT ANALYST III	22	1.0	1.0	
SYSTEMS SUPPORT ANALYST IV	25	7.5	5.0	(2.5)
TECHNICAL HARDWARE ANALYST I	17	3.0	3.0	
TECHNICAL HARDWARE ANALYST II	21	15.0	14.0	(1.0)
TECHNICAL HARDWARE ANALYST III	23	12.0	4.0	(8.0)
TELECOMMUNICATIONS SPECIALIST	18	5.0	3.0	(2.0)
Total FTEs		**170.5**	**126.8**	**(43.7)**
Less adjustment for Civilian Vacancy Factor		**6.1**	**0.0**	**(6.1)**
Full-Time Equivalents		**164.4**	**126.8**	**(37.6)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1000 / 6800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6800050001	**IT - Radio Comm Services**			
424030	Intfd Computer Dev	0	38,000	**0**
457020	Interfund Communication Equipment Repair	537,090	499,090	**537,090**
Total	**IT - Radio Comm Services**	**537,090**	**537,090**	**537,090**
Total	**Information Technology**	**537,090**	**537,090**	**537,090**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Information Technology
Fund No./Bus. Area No. : 1000 / 6800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	11,176,628	10,501,510	10,246,618	**8,922,542**
500030	Salary Part Time - Civilian	57,355	54,180	87,920	**0**
500060	Overtime - Civilian	105,946	84,000	84,000	**55,000**
500090	Premium Pay - Civilian	9,732	7,500	7,500	**8,000**
500110	Bilingual Pay - Civilian	1,808	2,000	2,000	**0**
500180	Temporary Employees	59,804	64,729	64,729	**0**
500210	Pay for Performance-Municipal	2,109	7,000	0	**0**
501070	Pension - Civilian	1,676,398	1,607,863	1,570,735	**1,606,058**
501120	Termination Pay - Civilian	695,620	592,480	893,534	**50,000**
501160	Vehicle Allowance - Civilian	16,704	22,880	15,120	**22,880**
502010	FICA - Civilian	839,018	802,164	782,577	**676,913**
503010	Health Ins-Act Civilian	1,070,680	1,112,406	1,090,317	**1,044,343**
503015	Basic Life Insurance - Active Civilian	5,851	6,585	6,585	**5,224**
503060	Long Term Disability-Civilian	13,057	13,775	13,775	**10,805**
503090	Workers Compensation-Civilian-Admin	30,025	34,376	34,376	**25,425**
503100	Workers Compensation-Civilian-Claim	36,409	7,500	12,500	**0**
504030	Unemployment Claims - Administration	4,266	5,754	28,500	**280,602**
Total	**Personnel Services**	**15,801,410**	**14,926,702**	**14,940,786**	**12,707,792**
511025	Electrical Hardware & Parts	0	104,111	130,128	**150,000**
511040	Audiovisual Supplies	89	0	0	**0**
511045	Computer Supplies	46,231	68,250	46,250	**34,750**
511050	Paper & Printing Supplies	461	2,733	1,000	**0**
511055	Publications & Printed Materials	1,353	500	700	**0**
511070	Miscellaneous Office Supplies	48,017	51,460	38,560	**26,000**
511095	Small Technical & Scientific Equipment	0	156,450	156,450	**168,000**
511110	Fuel	10,970	52,671	52,671	**40,000**
511115	Vehicle Repair & Maintenance Supplies	0	3,000	1,000	**5,000**
511120	Clothing	0	5,400	5,400	**0**
511125	Food Supplies	806	6,000	4,000	**0**
511145	Small Tools & Minor Equipment	0	17,500	17,500	**12,000**
511150	Miscellaneous Parts & Supplies	34,431	26,000	26,000	**20,000**
Total	**Supplies**	**142,358**	**494,075**	**479,659**	**455,750**
520100	Temporary Personnel Services	715,508	175,000	175,000	**50,000**
520101	Janitorial Services	0	4,500	0	**0**
520107	Computer Info/Contr	11,310	197,000	197,000	**439,775**
520109	Medical Dental & Laboratory Services	62	750	750	**0**
520110	Management Consulting Services	1,022,850	1,279,548	1,244,744	**1,188,840**
520114	Miscellaneous Support Services	16,115	1,000	1,000	**0**
520115	Real Estate Lease/Office Rental	0	4,200	0	**0**
520119	Computer Equipment/Software Maintenance	7,673	99,100	99,100	**39,000**
520120	Communications Equipment Services	6,965	44,000	44,000	**10,000**
520121	IT Application Svcs	303,168	307,500	277,500	**340,272**
520123	Vehicle & Motor Equipment Services	16,603	16,500	27,800	**17,000**
520126	Construction Site Work Services	49,591	0	0	**0**
520510	Mail/Delivery Services	280	500	500	**0**
520515	Print Shop Services	616	2,100	2,100	**0**
520520	Printing & Reproduction Services	1,035	1,500	1,500	**0**
520605	Advertising Services	6,570	6,500	7,000	**0**
520705	Insurance Fees	43,212	40,478	46,237	**316,585**
520765	Membership & Professional Fees	32,102	27,400	30,100	**0**
520805	Education & Training	27,525	122,500	114,000	**0**
520815	Tuition Reimbursement	3,948	8,050	4,050	**4,000**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Information Technology**
Fund No./Bus. Area No. : **1000 / 6800**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520905	Travel - Training Related	8,355	31,000	31,000	**0**
520910	Travel - Non-Training Related	10,138	10,000	10,000	**0**
521405	Building Maintenance Services	12,381	6,800	10,550	**0**
521415	Land and Grounds Maintenance	0	5,250	1,500	**2,000**
521505	Electricity	0	48,000	0	**0**
521510	Natural Gas	315	204	204	**0**
521605	Data Services	125,884	131,174	181,174	**336,005**
521610	Voice Services	194,616	251,319	184,319	**178,728**
521620	Voice Equipment	61,918	47,976	94,976	**34,532**
521625	Voice Labor	17,080	14,409	14,409	**12,015**
521630	GIS Revolving Fund Services	0	6,051	6,051	**6,005**
521715	Office Equipment Rental	26,345	21,100	21,100	**19,100**
521725	Other Rental	249,146	607,381	694,808	**770,000**
521730	Parking Space Rental	96,180	112,496	112,496	**80,000**
522305	Freight Charges	0	1,300	1,300	**0**
522430	Miscellaneous Other Services & Charges	28,533	21,550	19,550	**8,800**
522721	Interfund HR Client Services	0	0	0	**89,893**
522722	KRONOS Service Chargeback	0	0	0	**5,965**
522735	Interfund Communication Equipment Repair	1,350	1,350	0	**0**
Total	**Other Services and Charges**	**3,097,374**	**3,655,486**	**3,655,818**	**3,948,515**
551015	Non-Capital Computer Equipment	17,918	0	0	**0**
Total	**Non-Capital Equipment**	**17,918**	**0**	**0**	**0**
532120	Transfer to Fleet/Eq	6,233	570	570	**0**
Total	**Debt Service and Other Uses**	**6,233**	**570**	**570**	**0**
	Grand Total Expenditures	**19,065,293**	**19,076,833**	**19,076,833**	**17,112,057**

LEGAL

Department Description and Mission

The mission of the Legal Department is to provide the City of Houston with the highest quality municipal legal services, facilitate the operations of the City and protect its interests. The department is organized into eight (General Fund) sections to accomplish this mission: Staff Administration, General Counsel, Municipal Prosecution, Real Estate, Neighborhood Service, Contracts, PWE Legal Administration and Office of Inspector General.

The Legal Department's work is funded primarily from the General Fund and the Property and Casualty Fund. Additionally, some legal services related to workers compensation benefits are funded out of the Workers Compensation Administration Fund.

The central duties of the Legal Department funded from the General Fund include the preparation of City ordinances and resolutions, research and drafting of legal opinions, preparation of contracts, bond issue representation, deed restriction (DR) enforcement, support for the dangerous building demolition project, utility regulation, collection of revenue on past due accounts, claims resolution, personnel actions, prosecution of violators of City ordinances, and representing the City in commercial and employment litigation.

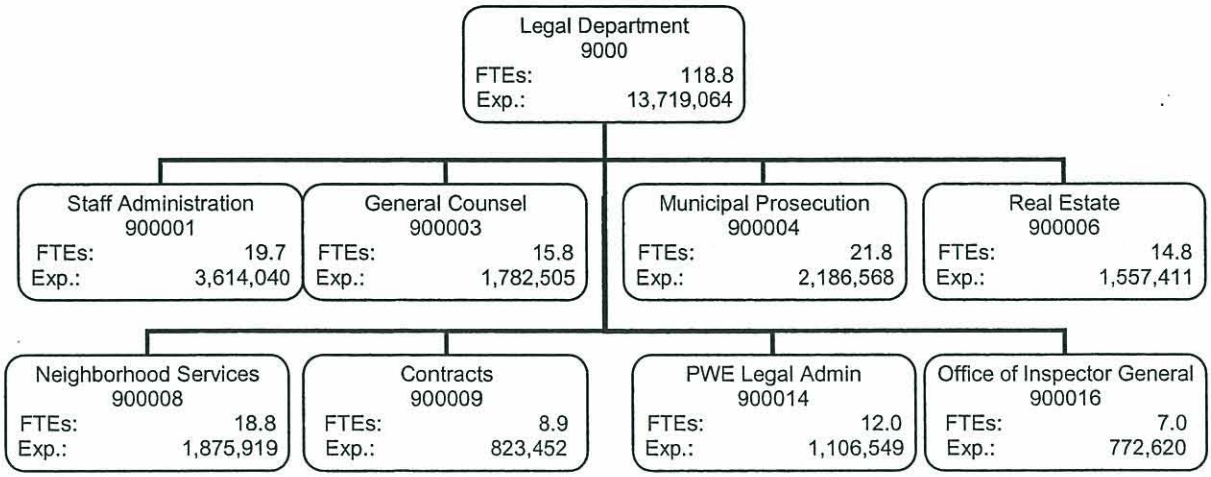
Department Short Term Goals

- Provide greater efficiencies in the provision of high quality and timely legal services.
- Enhance coordination of legal services related to neighborhood preservation and focus attention on consistency in litigation and administrative hearing processes.
- Seek to enhance responsiveness to requests for ordinance and opinion research and drafting.
- Review the department's computer technology and support services to maximize efficient use of resources.
- Recover funds for the City and seek incentives to assist in recruiting and retaining high quality personnel.
- Improve awareness by City employees of liability concerns through training.

Department Long Term Goals

- Reduce turnaround time for assignments and expand use of technology to enhance efficiency of service.
- Continue to improve incentives to aid in recruiting and retaining high quality professionals.

Department Organization



Business Area Budget Summary

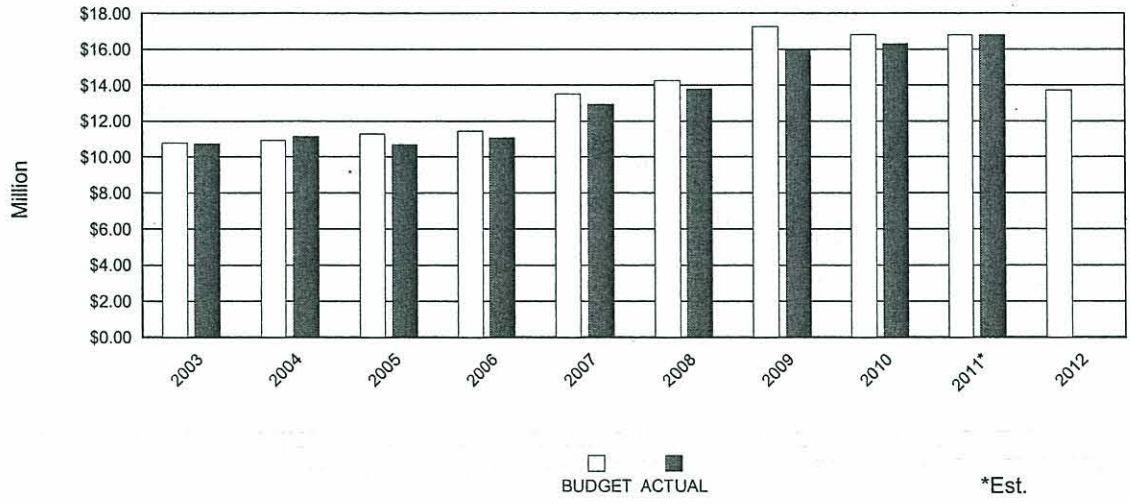
Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus. Area No. : 1000 / 9000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	14,943,943	15,515,478	15,559,006	**12,003,716**
	Supplies	459,473	368,852	354,800	**353,900**
	Other Services and Charges	898,490	915,334	885,858	**1,361,448**
	Total M & O Expenditures	16,301,906	16,799,664	16,799,664	**13,719,064**
	Debt Service & Other Uses	8,584	2,767	2,767	**0**
	Total Expenditures	16,310,490	16,802,431	16,802,431	**13,719,064**
Revenues		926,230	1,247,598	1,247,134	**1,123,824**
Staffing	Full-Time Equivalents - Civilian	161.0	169.8	162.3	**118.8**
	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	161.0	169.8	162.3	**118.8**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o In FY2012 the City Attorney is instituting a re-organization effort to have the Legal Department closely resemble and operate as a law firm.
- o Land Use Section has merged into the Real Estate Section in FY2012.
- o Defense Litigation Section dissolved and personnel moved to the Labor, Employment and Civil Rights Section and the General Litigation Section in FY2012.
- o The FY2012 reorganization and transfer of 25 FTEs from the General Fund decreased personnel budget by $2,897,974.
- o FY2012 Management Consulting Services' Budget includes $500,000 for contract services associated with redistricting.

Legal
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Name: LGL - Staff Administration Section -- 900001

Mission: To facilitate the general operations of the department and to support the efforts of its attorneys and paralegals in completing their primary functions.

Goal: Maintain continuous operation of dept PC environment, control records management from inception to archiving, create/monitor/close POs. Process timely payments to vendors and employee reimbursements, manage petty cash/check book to expedite court payments, respond to all HR matters, coordinate all courthouse/other deliveries, handle facility/conference room needs, coordinate Continue Legal Education programs and control budget.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
100% data restore after PC failures-0 byte loss	100%	100%	**100%**
Work intake files created	10,441	10,849	**11,000**
Work file aging reports	4	4	**4**

Name: LGL - General Litigation Section -- 900002

Mission: This division was moved to Fund 1004 as part of the department's reorganization.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: LGL - General Counsel Section -- 900003

Mission: To provide legal services and assistance to the Mayor and City Council, City Boards and Commissions and the client departments in the Section's assigned areas of practice.

Goal: Improve response time for ordinances and opinions, track requests and response status, interface with Council and Depts on their needs, attend regulatory board and committee meetings, subpoena requests, work with Planning Dept on strategic partnership agreements with MUDs, track collection of delinquent taxes, establish mentoring programs on annexation, taxation, utility regulation and public finance.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Bd/Comm.mtgs attended	150	90	**90**
TPIA requests handled	1,523	1,467	**1,491**
Subpoeanas handled	1,696	1,516	**1,500**
Util.regulatory matters	80	41	**60**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Name: LGL - Criminal Prosecution Section -- 900004

Mission: To effectively represent the City of Houston as the State's attorney in all cases filed in the municipal courts.

Goal: Work directly with the Presiding Judge to solve problems and establish policy for the municipal courts. Assist citizens regarding the direct filing of non-traffic misdemeanors. Assist, educate and advise police officers, inspectors and other departments regarding statutory and code enforcement.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Cases filed	1,146,562	875,796	**950,000**
In-house meetings focused on section consistency	6	6	**6**

Name: LGL - Labor, Emply. & Civil Rights Section -- 900005

Mission: This division was moved to Fund 1004 as part of the department's reorganization.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: LGL - Real Estate Section -- 900006

Mission: To support the City in the acquisition and disposition of property, economic development activities, regulation of development, environmental regulation and compliance, implementation of state and federal housing and community services programs.

Goal: Maximize revenue, minimize expense and risk in buying and selling land, expend Community Development Block Grants (CDBG) and other grant funds, increase revenues through economic incentives and secure compliance with environmental and land development regulations.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Land use issues	254	161	**200**
Environmental issues	40	35	**40**
Title exams processed	207	271	**250**
General property matters	609	365	**268**
Ordinances/resolutions	199	195	**200**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Name: LGL - Land Use (merged with Real Estate) -- 900007

Mission: This division was merged into the Real Estate Section - cost center 9000060001 as part of the department reorganization.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: LGL - Neighborhood Services Section -- 900008

Mission: Address quality-of-life issues and help improve neighborhoods.

Goal: Remove blighted structures, proactively file nuisance lawsuits, enforce sexually - oriented businesses regulations and liquor protests, respond to the Mayor and Council inquiries where judgments are obtained and enforce collection of penalties and attorney fees.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Admin.matters resolved	2,823	5,070	**4,250**
Lawsuits resolved	32	38	**35**
DR complaints resolved	762	992	**885**
Public meetings attended	238	333	**290**
Title reports provided	2,362	2,642	**2,500**

Name: LGL - Contracts Section -- 900009

Mission: To serve the contract and procurement related legal needs of City departments.

Goal: Speed up production of first draft of routine contracts to 2 weeks, develop form addendum for small computer software contracts and develop a system for tracking engineering contracts.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Contracts prepared	1,208	1,250	**1,300**
Contracts reviewed by paralegals	288	207	**250**
Other-grants, bond claims, opinions and ordinances	381	486	**200**

Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Name: LGL - PWE Legal Administration -- 900014

Mission: N/A

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: LGL - Governmental Regulations (merged) -- 900015

Mission: This section was merged into the General Counsel Section, Cost Center 9000030001.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: LGL - Office of Inspector General -- 900016

Mission: Conduct investigations of alleged misconduct and violations by City employees (except HPD), elected officials, Mayoral appointees, vendors and contractors, serve as ombudsman for citizens who allege police misconduct.

Goal: To prevent or uncover evidence of fraud, corruption, waste, mismanagement, conflicts of interest, ethics violations, discrimination and violations of state or federal law, the City Charter, City Ordinances, City Council Code of Conduct, Executive Orders, Administrative Procedures or Mayor's Policies.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Initial complaint intakes	N/A	N/A	**200**
Complaint investigations	N/A	N/A	**150**
Written investigative rpts	N/A	N/A	**150**

Division Summary

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
LGL - Staff Administration Section 900001 This section is responsible for IT, payables, receivables, budget management, facility maintenance, conference rooms, HR assistance, courthouse deliveries, copy services, assignment matter set up, archiving, library organization and management feedback.	26.0	3,677,458	27.6	3,608,728	**19.7**	**3,614,040**
LGL - General Litigation Section 900002 Commercial and construction litigation, hotel occupancy tax, franchise fee and other collections, contract disputes and litigation. This division was moved to Fund 1004 as part of the department's reorganization.	12.0	1,317,803	12.0	1,277,466	**0.0**	**0**
LGL - General Counsel Section 900003 Prepare Code amendments and ordinances, research/prepare opinions, provide advice to City Committees, handle sign code issues, ad valorem taxation, public info. requests, financial disclosure statements, Department of Justice submissions, subpoenas, muni. finance, legislation, elections, redistricting, annexation, utility franchise/rate setting matters, counsel regulatory bids & commissions.	4.6	473,107	17.5	1,799,612	**15.8**	**1,782,505**
LGL - Municipal Prosecution Section 900004 The Municipal Prosecution Section represents the State in municipal court. The section handles judge, jury and jail trials, appeals and administrative hearings. The section assists officers and inspectors with questions and training related to the operation of the courts, state law and municipal ordinances; interacts daily with citizens who have questions or cases that need to be resolved.	24.0	2,148,461	24.1	2,260,909	**21.8**	**2,186,568**
LGL - Labor, Emply. & Civil Rights Section 900005 Represent City in personal hearings, arbitrations, legal appeals from adverse rulings and judgements. Act on EECO and Texas Commission on Human Rights matters. Review pension issues and FMLA/ADA accommodations. Provide legal opinions on personnel matters. This division was moved to Fund 1004 as part of the department's reorganization.	13.5	1,338,322	11.7	1,354,812	**0.0**	**0**

Division Summary

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
LGL - Real Estate Section 900006 Provide legal services/draft ordinances, contracts, opinions, title reports and other documents relating to buying/selling/leasing/abandoning real estate, eminent domain proceedings, environmental and land development regulation, economic incentives and federal/state grant programs	11.9	1,125,791	16.0	1,720,459	**14.8**	**1,557,411**
LGL - Land Use (merged with Real Estate) 900007 Land use planning, pollution law enforcement, utility franchise issues and rate hearings before the Public Hearing Commission and Texas Commission on Environmental Quality, tax abatement and special districts. This division was moved to Fund 1004 as part of the department's reorganization.	7.0	701,992	0.0	0	**0.0**	**0**
LGL - Neighborhood Services Section 900008 Enforce deed restrictions, respond to citizen complaints and Council and Mayor inquiries, file lawsuits, provide title work for Neighorhood Protection and deed restriction matters, attend dangerous building hearings, investigate Texas Alcohol Beverage Commission complaints, enforce sexually - oriented business ordinances and statutes, attend public hearings.	25.3	2,137,534	23.4	2,036,029	**18.8**	**1,875,919**
LGL - Contracts Section 900009 The section is responsible for preparing, reviewing, negotiating City contracts, drafting budget and appropriation ordinances and opinions, researching and issuing bid irregularity opinions, handle McGregor Act claims and grants greater than $400,000.	11.0	979,337	11.4	1,060,379	**8.9**	**823,452**
LGL - PWE Legal Administration 900014 This cost center was created to capture the payroll costs of 12 personnel in the Real Estate, Contracts and Labor, Employment and Civil Rights Sections who provide services exclusively to PWE which reimburses the Legal Department for said costs.	11.9	1,073,788	12.0	1,062,064	**12.0**	**1,106,549**

Division Summary

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
LGL - Governmental Regulations (merged) 900015						
Handle ad valorem taxation, public information request, financial disclosure statements, Department of Justice submissions, subpoenas, municipal finance, legislation, elections, redistricting, annexation, utility franchise/rate setting matters, counsel regulatory boards and commissions. This division was moved to Fund 1004 as part of the department's reorganization.	13.8	1,336,897	0.0	0	**0.0**	**0**
LGL - Office of Inspector General 900016						
Investigate alleged violations by City employees (excluding employees of HPD), elected officials, Mayoral appointees, vendors and contractors of state or federal laws, City Charter provisions, City Ordinances, City Council Code of Conduct, Executive Orders, Administrative Procedures, ombudsman for citizens with allegations of police misconduct;consult with Independent Police Oversight Board.	0.0	0	6.6	621,973	**7.0**	**772,620**
Total	161.0	16,310,490	162.3	16,802,431	**118.8**	**13,719,064**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	
ADMINISTRATIVE AIDE	10	1.0	1.0	
ADMINISTRATIVE ASSISTANT	17	5.0	4.0	(1.0)
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	3.0	2.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	1.0	0.0	(1.0)
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	1.0	1.0	
ADMINISTRATIVE SPECIALIST	20	2.0	1.0	(1.0)
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	3.0	3.0	
ADMINISTRATIVE SUPERVISOR (EXE LEV)	22	1.0	0.0	(1.0)
ASSISTANT CITY ATTORNEY I	21	26.0	16.0	(10.0)
ASSISTANT CITY ATTORNEY II	24	15.0	15.0	
ASSISTANT CITY ATTORNEY III	27	8.0	6.0	(2.0)
CITY ATTORNEY	39	1.0	1.0	
CLERK	5	4.0	2.0	(2.0)
COMMUNITY LIAISON	18	1.0	1.0	
DEPUTY CITY ATTORNEY	38	1.0	0.0	(1.0)
DEPUTY DIRECTOR (EXE LEV)	34	0.0	1.0	1.0
DIVISION MANAGER	29	1.0	2.0	1.0
EXECUTIVE OFFICE ASSISTANT	15	2.0	1.0	(1.0)
FIRST ASSISTANT CITY ATTORNEY	37	1.0	2.0	1.0
LAN SPECIALIST	26	1.0	0.0	(1.0)
LEGAL ABSTRACTOR	10	1.0	0.0	(1.0)
LEGAL INVESTIGATOR	18	2.0	2.0	
MESSENGER	6	1.0	1.0	
PARALEGAL I	12	8.0	5.0	(3.0)
PARALEGAL II	14	5.0	2.0	(3.0)
PARALEGAL III	16	9.0	4.0	(5.0)
RECEPTIONIST	7	1.0	1.0	
RECORDS TECHNICIAN	9	1.0	1.0	
SENIOR ACCOUNT CLERK	13	2.0	1.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY I	30	6.0	4.0	(2.0)
SENIOR ASSISTANT CITY ATTORNEY II	32	13.0	2.0	(11.0)
SENIOR ASSISTANT CITY ATTORNEY III	34	8.0	7.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY IV	35	3.0	2.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY,SECTION CHIEF	35	9.0	5.0	(4.0)
SENIOR LEGAL ABSTRACTOR	13	2.0	1.0	(1.0)
SENIOR LEGAL WORD PROCESSOR	13	4.0	2.0	(2.0)
SENIOR OFFICE ASSISTANT	12	1.0	1.0	
SENIOR PARALEGAL	19	14.0	12.0	(2.0)
SENIOR PUBLIC LOSS INVESTIGATOR	24	0.0	4.0	4.0
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
SYSTEMS CONSULTANT	26	1.0	1.0	
Total FTEs		**172.0**	**120.0**	**(52.0)**
Less adjustment for Civilian Vacancy Factor		**2.2**	**1.2**	**(1.0)**
Full-Time Equivalents		**169.8**	**118.8**	**(51.0)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1000 / 9000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
9000010001	**LGL - Staff Administration**			
424070	Interfund Legal Services	1,234,498	1,225,469	**1,110,724**
426330	Miscellaneous Copies Fees	3,000	4,000	**3,000**
434305	Judgments & Claims	5,000	6,900	**5,000**
434510	Prior Year Revenue	0	665	**0**
452020	Recoveries & Refunds	5,000	10,000	**5,000**
452030	Miscellaneous Revenue	100	100	**100**
Total	**LGL - Staff Administration**	**1,247,598**	**1,247,134**	**1,123,824**
Total	**Legal**	**1,247,598**	**1,247,134**	**1,123,824**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Legal
Fund No./Bus. Area No. : 1000 / 9000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	11,151,681	11,439,082	11,545,837	**8,613,055**
500110	Bilingual Pay - Civilian	5,464	6,342	6,342	**6,319**
500180	Temporary Employees	1,323	0	0	**0**
501070	Pension - Civilian	1,652,033	1,818,939	1,801,859	**1,550,349**
501120	Termination Pay - Civilian	369,728	280,455	299,152	**192,842**
501160	Vehicle Allowance - Civilian	4,216	4,200	4,200	**4,200**
502010	FICA - Civilian	799,069	860,480	838,934	**616,588**
503010	Health Ins-Act Civilian	905,768	1,038,504	984,158	**806,447**
503015	Basic Life Insurance - Active Civilian	6,562	7,470	7,470	**5,119**
503060	Long Term Disability-Civilian	12,950	14,434	14,434	**10,099**
503090	Workers Compensation-Civilian-Admin	29,065	37,128	37,120	**23,760**
503100	Workers Compensation-Civilian-Claim	0	1,500	1,500	**1,500**
504030	Unemployment Claims - Administration	6,084	6,944	18,000	**173,438**
Total	**Personnel Services**	**14,943,943**	**15,515,478**	**15,559,006**	**12,003,716**
511020	Construction Materials	1,261	0	0	**0**
511045	Computer Supplies	77,438	59,000	70,000	**59,000**
511050	Paper & Printing Supplies	17,428	17,626	17,200	**16,000**
511055	Publications & Printed Materials	253,748	190,000	177,700	**190,000**
511060	Postage	25,858	27,000	19,000	**23,000**
511070	Miscellaneous Office Supplies	79,195	69,000	59,000	**60,000**
511110	Fuel	1,661	2,600	2,700	**2,600**
511150	Miscellaneous Parts & Supplies	2,884	3,626	9,200	**3,300**
Total	**Supplies**	**459,473**	**368,852**	**354,800**	**353,900**
520108	Information Resource Services	888	700	800	**700**
520109	Medical Dental & Laboratory Services	527	800	600	**800**
520110	Management Consulting Services	1,716	0	15,000	**500,000**
520112	Banking Services	732	300	300	**300**
520114	Miscellaneous Support Services	260,769	279,934	227,525	**250,479**
520119	Computer Equipment/Software Maintenance	790	22,000	22,000	**22,000**
520121	IT Application Svcs	4,345	3,075	4,000	**4,861**
520122	Office Equipment Services	0	0	100	**0**
520123	Vehicle & Motor Equipment Services	5,405	2,700	3,670	**3,600**
520510	Mail/Delivery Services	2,286	2,700	800	**1,500**
520515	Print Shop Services	7,872	5,600	6,859	**7,000**
520520	Printing & Reproduction Services	23,624	35,000	35,000	**35,000**
520705	Insurance Fees	1,768	2,372	2,613	**3,327**
520765	Membership & Professional Fees	30,797	34,300	32,100	**28,800**
520805	Education & Training	35,430	46,100	20,640	**21,300**
520905	Travel - Training Related	10,187	12,300	13,900	**8,250**
520910	Travel - Non-Training Related	9,179	13,200	5,000	**7,100**
521405	Building Maintenance Services	0	0	1,000	**0**
521605	Data Services	19,482	28,041	28,041	**41,281**
521610	Voice Services	57,502	80,853	80,853	**45,663**
521620	Voice Equipment	0	9,002	9,002	**1,720**
521625	Voice Labor	395	525	525	**360**
521630	GIS Revolving Fund Services	0	6,530	6,530	**6,480**
521715	Office Equipment Rental	1,467	1,800	2,000	**1,800**
521725	Other Rental	1,198	1,300	1,300	**1,300**
521730	Parking Space Rental	102,357	108,002	117,000	**117,000**
521905	Legal Services	265,346	168,000	186,000	**189,611**
521915	Legal Svcs - Atty Fee	100	0	0	**0**
521935	Legal Svcs -Claims	1,000	0	0	**0**

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **Legal**
Fund No./Bus. Area No. : **1000 / 9000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521950	Legal Svcs -Doc Rec	140	0	0	**0**
522420	Petty Cash/Change Special Fund	1,563	1,200	1,500	**1,500**
522430	Miscellaneous Other Services & Charges	4,761	3,900	16,100	**8,900**
522722	KRONOS Service Chargeback	0	0	0	**5,716**
522735	Interfund Communication Equipment Repair	0	100	100	**100**
522780	Interfund Photo Copy Services	46,864	45,000	45,000	**45,000**
Total	**Other Services and Charges**	**898,490**	**915,334**	**885,858**	**1,361,448**
532120	Transfer to Fleet/Eq	8,584	2,767	2,767	**0**
Total	**Debt Service and Other Uses**	**8,584**	**2,767**	**2,767**	**0**
	Grand Total Expenditures	**16,310,490**	**16,802,431**	**16,802,431**	**13,719,064**


CITY OF HOUSTON
TEXAS

MAYOR'S OFFICE

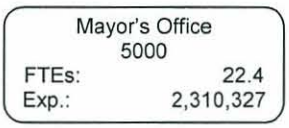
Department Description and Mission

The Mayor of Houston is designated by City Charter as the Chief Executive Officer of the City. The Mayor's Office directs, monitors and coordinates the service delivery and work product of all City departments.

The Mayor's responsibilities include the following:

- Overall City policy development and coordination.
- Directing and monitoring all City services focusing on efficient and responsive delivery of those services.
- Directing management of the City's fiscal policy.
- Responding to information and service inquiries by the public.
- Responding to information inquiries by the press.
- Participating in legislative issues that affect City government at the state and federal level.
- Promoting and encouraging economic development as a source of fiscal strength for the community.
- Protecting and bettering Houstonians' quality of life.
- Providing constituency services to the citizens of Houston.
- Representing the City's interests in international trade development.
- Improving mobility by directing regional transportation policies.
- Directing infrastructure and environmental policies.
- Directing the City's boards and commissions.
- Directing supervision of the Homeland Security Department.
- Directing the agenda for council and presiding over City Council meetings.

Department Organization



Business Area Budget Summary

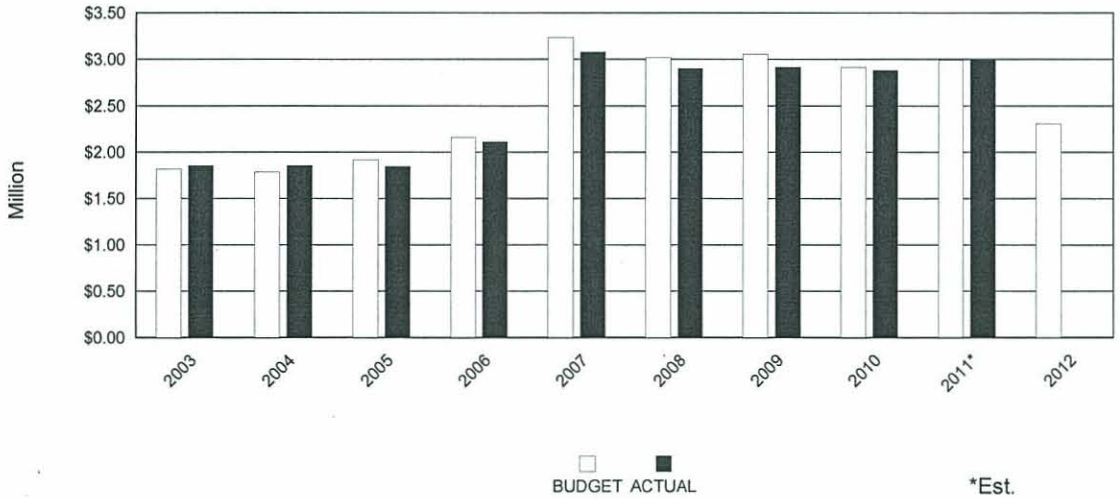
Fund Name : General Fund
Business Area Name : Mayor's Office
Fund No./Bus. Area No. : 1000 / 5000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,730,706	2,803,225	2,801,202	**2,131,668**
	Supplies	24,742	23,789	27,289	**18,629**
	Other Services and Charges	121,756	163,357	161,880	**160,030**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	2,877,204	2,990,371	2,990,371	**2,310,327**
	Debt Service & Other Uses	2,154	0	0	**0**
	Total Expenditures	2,879,358	2,990,371	2,990,371	**2,310,327**
Revenues		35,205	0	0	**0**
Staffing	Full-Time Equivalents - Civilian	35.2	34.5	34.3	**22.4**
	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	35.2	34.5	34.3	**22.4**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- Merger of Neighborhood Protection, Citizens Assistance Office, Veterans' and Homeless Affairs, Education Initiatives, and the Office for People with Disabilities into the Office of Neighborhood Services.

Mayor's Office
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Mayor's Office
Fund No./Bus Area No. : 1000 / 5000

Name: Mayor's Office -- 500001

Mission: Provide support functions necessary to fulfill the chartered requirements of the Mayor and oversee departmental activity.

Goal: Provide timely and effective customer service to the public and City of Houston departments.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Citizen inquires addressed	N/A	N/A	**100%**

Division Summary

Fund Name : General Fund
Business Area Name : Mayor's Office
Fund No./Bus Area No. : 1000 / 5000

Division Description		FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Mayor's Office	**500001**						
Provide support functions necessary to fulfill the chartered requirements of the Mayor and oversee departmental activity. Provide timely and effective customer service to the public and City of Houston departments.		35.2	2,879,358	34.3	2,990,371	**22.4**	**2,310,327**
Total		35.2	2,879,358	34.3	2,990,371	**22.4**	**2,310,327**

Business Area Roster Summary

Fund Name : General Fund
Business Area Name : Mayor's Office
Fund No./Bus Area No. : 1000 / 5000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	
ADMINISTRATIVE AIDE	10	1.0	2.0	1.0
ADMINISTRATIVE ASSISTANT	17	4.0	1.0	(3.0)
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	4.0	2.0	(2.0)
ADMINISTRATIVE ASSOCIATE	13	1.0	0.0	(1.0)
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	3.0	4.0	1.0
ADMINISTRATIVE SPECIALIST	20	2.0	2.0	
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	1.0	2.0	1.0
ASSISTANT DIRECTOR (EXE LEV)	32	3.0	1.5	(1.5)
CHIEF OF STAFF-MAYOR'S OFFICE (EXE LEV)	36	1.0	1.0	
COMMUNICATIONS SPECIALIST	15	1.0	0.0	(1.0)
COMMUNITY LIAISON	18	7.0	0.0	(7.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	0.0	1.0	1.0
DIVISION MANAGER (EXE LEV)	29	1.0	0.0	(1.0)
MAYOR		1.0	1.0	
OFFICE SUPERVISOR	17	1.0	1.0	
RECEPTIONIST	7	2.0	0.0	(2.0)
SENIOR COMMUNITY LIAISON	23	4.0	0.0	(4.0)
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	2.0	1.0
STAFF ANALYST	26	0.0	1.0	1.0
STAFF ANALYST (EXE LEV)	26	0.0	1.0	1.0
Total FTEs		**39.0**	**23.5**	**(15.5)**
Less adjustment for Civilian Vacancy Factor		**4.5**	**1.1**	**(3.4)**
Full-Time Equivalents		**34.5**	**22.4**	**(12.1)**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Mayor's Office
Fund No./Bus. Area No. : 1000 / 5000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	2,007,067	2,038,731	2,032,852	**1,553,715**
500030	Salary Part Time - Civilian	13,145	0	0	**0**
500110	Bilingual Pay - Civilian	9,015	9,910	9,630	**3,615**
501070	Pension - Civilian	292,763	325,097	309,600	**279,669**
501120	Termination Pay - Civilian	40,908	12,000	9,938	**0**
501160	Vehicle Allowance - Civilian	11,518	12,648	12,648	**12,648**
502010	FICA - Civilian	148,024	145,654	154,858	**109,325**
503010	Health Ins-Act Civilian	196,138	241,747	237,502	**154,599**
503015	Basic Life Insurance - Active Civilian	1,100	1,332	1,332	**910**
503060	Long Term Disability-Civilian	3,016	3,124	3,124	**1,908**
503090	Workers Compensation-Civilian-Admin	6,685	7,718	7,718	**4,489**
503100	Workers Compensation-Civilian-Claim	0	4,000	4,000	**0**
504030	Unemployment Claims - Administration	1,327	1,264	18,000	**10,790**
Total	**Personnel Services**	**2,730,706**	**2,803,225**	**2,801,202**	**2,131,668**
511055	Publications & Printed Materials	906	1,854	1,854	**1,253**
511060	Postage	3,377	2,800	2,800	**2,800**
511070	Miscellaneous Office Supplies	12,829	16,000	16,000	**12,000**
511110	Fuel	4,918	500	4,000	**576**
511125	Food Supplies	(5)	0	0	**0**
511150	Miscellaneous Parts & Supplies	2,717	2,635	2,635	**2,000**
Total	**Supplies**	**24,742**	**23,789**	**27,289**	**18,629**
520100	Temporary Personnel Services	3,550	3,000	0	**0**
520109	Medical Dental & Laboratory Services	280	0	280	**0**
520114	Miscellaneous Support Services	1,662	4,000	4,000	**4,000**
520121	IT Application Svcs	5,916	7,688	7,688	**8,021**
520123	Vehicle & Motor Equipment Services	3,859	1,457	4,000	**576**
520510	Mail/Delivery Services	408	500	200	**374**
520515	Print Shop Services	6,924	4,000	3,000	**2,774**
520520	Printing & Reproduction Services	1,614	1,100	1,100	**0**
520705	Insurance Fees	1,574	1,356	1,356	**530**
520755	Contingency	4,200	5,000	5,000	**5,000**
520765	Membership & Professional Fees	150	700	700	**0**
520805	Education & Training	1,073	500	500	**500**
520905	Travel - Training Related	254	500	500	**500**
520910	Travel - Non-Training Related	395	4,300	4,300	**4,300**
521605	Data Services	15,313	21,993	21,993	**40,129**
521610	Voice Services	46,873	57,918	57,918	**41,738**
521620	Voice Equipment	169	4,501	4,501	**1,476**
521625	Voice Labor	795	677	677	**562**
521630	GIS Revolving Fund Services	0	1,387	1,387	**1,377**
521715	Office Equipment Rental	10,689	15,000	15,000	**10,800**
521725	Other Rental	575	600	600	**600**
521730	Parking Space Rental	14,500	25,000	25,000	**12,800**
522430	Miscellaneous Other Services & Charges	303	2,000	2,000	**2,000**
522721	Interfund HR Client Services	0	0	0	**20,659**
522722	KRONOS Service Chargeback	0	0	0	**1,314**
522735	Interfund Communication Equipment Repair	180	180	180	**0**
522795	Other Interfund Services	500	0	0	**0**
Total	**Other Services and Charges**	**121,756**	**163,357**	**161,880**	**160,030**
532120	Transfer to Fleet/Eq	2,154	0	0	**0**
Total	**Debt Service and Other Uses**	**2,154**	**0**	**0**	**0**
	Grand Total Expenditures	**2,879,358**	**2,990,371**	**2,990,371**	**2,310,327**

MAYOR'S OFFICE OF BUSINESS OPPORTUNITY

Department Description and Mission

Established by Resolution 81-2, the Mayor's Office of Business Opportunity ("OBO") promotes equal access, and economic opportunity in government contracting. The mission of OBO is to provide quality certification, business development and training for small, disadvantaged, minority and women owned businesses. The OBO is also responsible for monitoring various components of city and federally funded contracts.

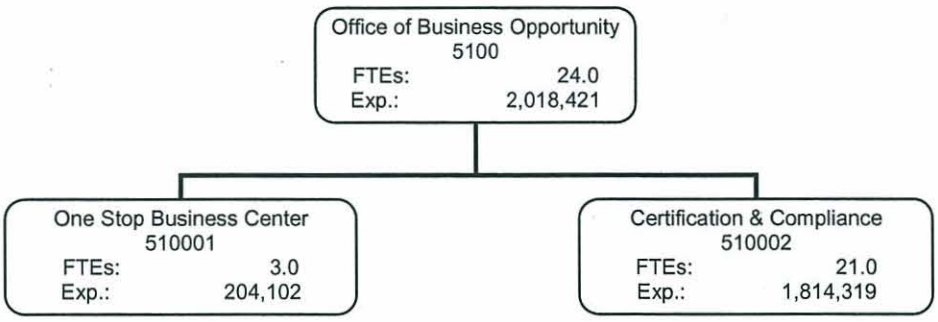
Department Short Term Goals

- Coordinate completion of disparity study;
- Enhance Mentor/Protégé programs;
- Increase number of commercially useful function audits;
- Implement a small contractor's development program.

Department Long Term Goals

- Enhance community awareness of OBO programs and services;
- Continue partnerships with other departments, agencies, and organizations to provide constituent programs and services;
- Continue to support the Contract Compliance Commission, and the Affirmative Action Advisory Commission.

Department Organization



Business Area Budget Summary

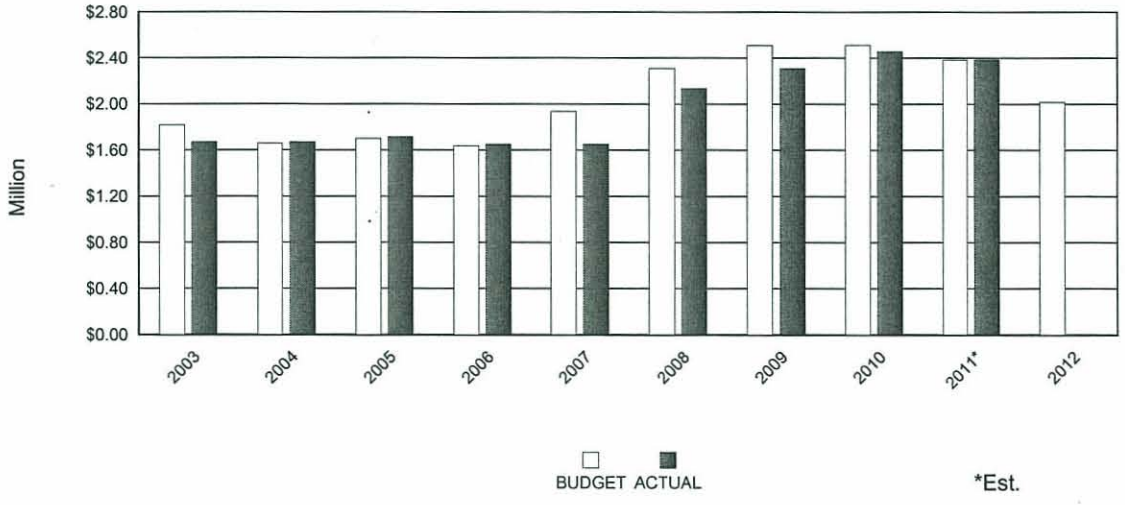
Fund Name : General Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus. Area No. : 1000 / 5100

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,311,810	2,195,467	2,181,872	**1,803,630**
	Supplies	28,935	38,277	37,650	**35,767**
	Other Services and Charges	96,034	142,844	157,066	**179,024**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	11,820	0	0	**0**
	Total M & O Expenditures	2,448,599	2,376,588	2,376,588	**2,018,421**
	Debt Service & Other Uses	7,776	7,776	7,776	**0**
	Total Expenditures	2,456,375	2,384,364	2,384,364	**2,018,421**
Revenues		55,743	221,854	101,000	**70,000**
Staffing	Full-Time Equivalents - Civilian	35.8	30.0	30.0	**24.0**
	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	35.8	30.0	30.0	**24.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o Continue to maximize resources by partnering with other agencies in business development activities;
- o Increase the use of technology to operate more efficiently;
- o Continue to provide an expeditious process for the Minority/Women/Disadvantaged Business Enterprise (M/W/DBE) and small business certifications;
- o Enhance Mentor Protégé programs;
- o Update MWDBE program and small business administrative procedures;
- o Continue partnerships with other departments, agencies, and organizations to provide constituent programs and services;
- o Continue to support the Contract Compliance Commission, and the Affirmative Action Advisory Commission.

Office of Business Opportunity
Current Budget vs Actual Expenditures



Division Mission and Performance Measures

Fund Name : General Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus Area No. : 1000 / 5100

Name: One Stop Business Center -- 510001

Mission: To provide free business assistance and monitor business creation and job development by systematically tracking clients.

Goal: * Continue to provide assistance to Houston area business owners;
* Provide quality training and seminars to entrepreneurs;
* Help create jobs.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Clients Assisted	9,000	9,000	**9,000**
Packets Processed	7,500	7,500	**7,500**
Outreach/Speaking	25	25	**25**

Name: Certification & Compliance -- 510002

Mission: *To provide quality certification, compliance, business development, and training programs to promote equal access, employment and economic opportunity at every level of government, and to ensure compliance with Local, State and Federal mandates.
*To provide a supportive work environment where all employees are appreciated, encouraged, and respected.

Goal: * Promote the new outlook of the department and create a positive perception of the programs;
* Improve process for M/W/DBE and small business certifications;
* Coordinate and review completion of Disparity Study;
* Continue to enhance Mentor/Protege programs;
* Coordinate Government Procurement Connections contracting affairs.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Certified Payroll Audited	23,489	18,000	**18,000**
Field Audits	1,630	1,700	**1,700**
City Employees Trained	5,493	4,000	**0**
Business Owners Trained	14,146	3,500	**3,500**
MWBE Application Processed	2,052	1,600	**1,600**

Division Summary

Fund Name : **General Fund**
Business Area Name : **Office of Business Opportunity**
Fund No./Bus Area No. : **1000 / 5100**

Division Description		FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
One Stop Business Center	**510001**						
The One-Stop Business Center provides free information and referral services for Houston metropolitan area business owners, and conducts seminars.		3.0	209,352	3.0	203,108	**3.0**	**204,102**
Certification & Compliance	**510002**						
In FY2012, OBO will consist of three sections; Certification and Business Development, Contract Compliance and Administration.		32.8	2,247,023	27.0	2,181,256	**21.0**	**1,814,319**
Total		35.8	2,456,375	30.0	2,384,364	**24.0**	**2,018,421**

Business Area Roster Summary

Fund Name : **General Fund**
Business Area Name : **Office of Business Opportunity**
Fund No./Bus Area No. : **1000 / 5100**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.0	
ADMINISTRATIVE AIDE	10	2.0	3.0	1.0
ADMINISTRATIVE ASSISTANT	17	1.0	0.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	3.0	2.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	2.0	2.0	
ADMINISTRATIVE SPECIALIST	20	1.0	0.0	(1.0)
AFFIRMATIVE ACTION DIVISION DIRECTOR (EXE LEV)	34	1.0	1.0	
AFFIRMATIVE ACTION SPECIALIST	20	2.0	0.0	(2.0)
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
CONTRACT COMPLIANCE OFFICER	15	5.0	2.0	(3.0)
CONTRACT COMPLIANCE SUPERVISOR	22	3.0	1.0	(2.0)
DIVISION MANAGER	29	3.0	2.0	(1.0)
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
MANAGEMENT ANALYST III	21	1.0	1.0	
PROCUREMENT SPECIALIST	24	0.0	1.0	1.0
RECEPTIONIST	7	1.0	0.0	(1.0)
SENIOR COMMUNITY LIAISON	23	1.0	0.0	(1.0)
SENIOR CONTRACT COMPLIANCE OFFICER	18	5.0	4.0	(1.0)
SENIOR STAFF ANALYST	28	0.0	1.0	1.0
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
STAFF ANALYST	26	1.0	0.0	(1.0)
Total FTEs		**36.0**	**24.0**	**(12.0)**
Less adjustment for Civilian Vacancy Factor		**6.0**	**0.0**	**(6.0)**
Full-Time Equivalents		**30.0**	**24.0**	**(6.0)**

Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus Area No. : 1000 / 5100

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
5100020001	**Certification & Compliance**			
424160	Interfund Affirmative Action Services	221,854	101,000	**70,000**
Total	**Office of Business Opportunity**	**221,854**	**101,000**	**70,000**

Business Area Expenditure Summary

Fund Name : General Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus. Area No. : 1000 / 5100

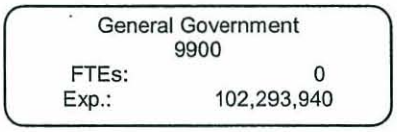
Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	1,715,989	1,604,632	1,597,431	**1,251,158**
500110	Bilingual Pay - Civilian	5,425	7,229	7,229	**3,650**
501070	Pension - Civilian	253,621	244,851	244,851	**225,209**
501120	Termination Pay - Civilian	0	0	2,294	**0**
502010	FICA - Civilian	127,605	123,312	123,312	**95,833**
503010	Health Ins-Act Civilian	191,076	194,561	194,561	**147,013**
503015	Basic Life Insurance - Active Civilian	1,000	1,000	1,000	**744**
503060	Long Term Disability-Civilian	2,693	2,934	2,934	**2,040**
503090	Workers Compensation-Civilian-Admin	6,360	7,245	7,000	**4,800**
503100	Workers Compensation-Civilian-Claim	1,545	8,443	0	**8,443**
504030	Unemployment Claims - Administration	6,496	1,260	1,260	**64,740**
Total	**Personnel Services**	**2,311,810**	**2,195,467**	**2,181,872**	**1,803,630**
511045	Computer Supplies	775	150	150	**200**
511055	Publications & Printed Materials	176	700	700	**100**
511060	Postage	14,776	13,883	13,800	**11,323**
511070	Miscellaneous Office Supplies	7,148	14,544	14,000	**14,944**
511110	Fuel	4,404	5,800	5,800	**6,000**
511115	Vehicle Repair & Maintenance Supplies	25	200	200	**200**
511150	Miscellaneous Parts & Supplies	1,631	3,000	3,000	**3,000**
Total	**Supplies**	**28,935**	**38,277**	**37,650**	**35,767**
520100	Temporary Personnel Services	2,356	12,115	12,115	**5,000**
520109	Medical Dental & Laboratory Services	156	0	2,399	**1,000**
520110	Management Consulting Services	0	0	12,000	**13,000**
520114	Miscellaneous Support Services	4,728	23,000	23,000	**23,000**
520119	Computer Equipment/Software Maintenance	0	2,500	2,500	**2,500**
520121	IT Application Svcs	3,975	3,278	3,278	**3,646**
520123	Vehicle & Motor Equipment Services	6,586	8,500	8,500	**8,500**
520515	Print Shop Services	9,266	13,902	13,902	**8,686**
520520	Printing & Reproduction Services	0	900	900	**5,500**
520605	Advertising Services	500	1,000	1,000	**5,500**
520705	Insurance Fees	492	549	549	**668**
520765	Membership & Professional Fees	4,010	5,000	5,000	**5,000**
520805	Education & Training	3,640	5,677	5,000	**4,200**
520905	Travel - Training Related	7,934	8,000	8,000	**8,000**
520910	Travel - Non-Training Related	379	2,500	2,500	**2,500**
521405	Building Maintenance Services	0	0	500	**0**
521605	Data Services	4,103	5,869	5,869	**10,752**
521610	Voice Services	15,398	13,400	13,400	**15,604**
521620	Voice Equipment	0	2,369	2,369	**749**
521625	Voice Labor	0	1,079	1,079	**1,203**
521630	GIS Revolving Fund Services	0	1,406	1,406	**1,396**
521730	Parking Space Rental	18,369	18,700	18,700	**19,000**
522430	Miscellaneous Other Services & Charges	871	1,100	1,100	**1,500**
522721	Interfund HR Client Services	0	0	0	**18,984**
522722	KRONOS Service Chargeback	0	0	0	**1,136**
522780	Interfund Photo Copy Services	11,386	12,000	12,000	**12,000**
522795	Other Interfund Services	1,885	0	0	**0**
Total	**Other Services and Charges**	**96,034**	**142,844**	**157,066**	**179,024**
551015	Non-Capital Computer Equipment	11,820	0	0	**0**
Total	**Non-Capital Equipment**	**11,820**	**0**	**0**	**0**
532120	Transfer to Fleet/Eq	7,776	7,776	7,776	**0**
Total	**Debt Service and Other Uses**	**7,776**	**7,776**	**7,776**	**0**
	Grand Total Expenditures	**2,456,375**	**2,384,364**	**2,384,364**	**2,018,421**

GENERAL GOVERNMENT

Department Description and Mission

The General Government Budget includes citywide costs that are not attributable to any single Department. Expenditures consist of general and run-off elections, interest on short-term borrowing, health insurance fees for retired General Fund civilian employees and tax appraisal fees.

Department Organization



Business Area Budget Summary

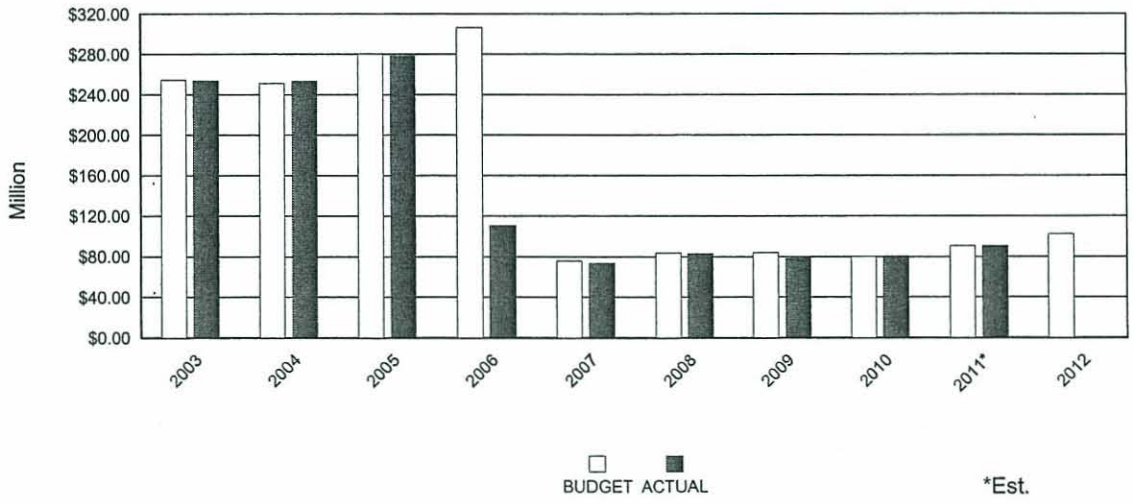
Fund Name : General Fund
Business Area Name : General Government
Fund No./Bus. Area No. : 1000 / 9900

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	18,896,863	16,818,547	16,818,547	**14,839,728**
	Supplies	0	0	0	**3,597,000**
	Other Services and Charges	60,411,031	64,932,338	64,932,338	**74,160,380**
	Total M & O Expenditures	79,307,894	81,750,885	81,750,885	**92,597,108**
	Debt Service & Other Uses	1,258,425	8,927,766	8,927,766	**9,696,832**
	Total Expenditures	80,566,319	90,678,651	90,678,651	**102,293,940**
Revenues		75,762,720	68,897,572	65,601,984	**62,707,926**
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 Termination pay for civilian employees.
- o Fuel contingency.
- o Health Benefits for civilian retirees.
- o Limited Purpose Annexation Sales Tax payments
- o Contingency funding of $4.1 million for unplanned expenditures in other General Fund Departments.

General Government
Current Budget vs Actual Expenditures



Business Area Revenue Summary

Fund Name : General Fund
Business Area Name : General Government
Fund No./Bus Area No. : 1000 / 9900

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
9900010003	General City Wide			
416020	Miscellaneous Franchise Fee	1,565,172	1,559,911	1,500,000
422122	Municipal Service Fees - TIRZ	5,625,200	5,625,200	5,625,200
422141	Intergovernmental Revenue - TIRZ	3,474,000	3,369,364	3,427,672
425010	Indirect Cost Recovery-Aviation	3,316,303	3,140,667	3,209,709
425020	Indirect Cost Recovery - Civic Center	772,515	397,242	881,180
425030	Indirect Cost-CUS Fund	3,034,287	3,034,287	3,868,673
425060	Indirect Cost Recover -Public TV	35,836	35,836	39,659
425070	Indirect Cost-Building Inspection	1,734,697	1,734,697	1,753,262
425080	Indirect Cost Recovery-Street & Drainage	1,158,533	1,158,533	1,257,112
425090	Indirect Cost Recovery-911 Emergency	418,295	110,000	110,000
425100	Indirect Cost Recovery-Other	1,562,234	1,562,234	2,259,388
426330	Miscellaneous Copies Fees	0	1,200	1,200
429095	Medicare Part D Distribution	996,000	996,000	0
434240	Sale of Capital Assets-Land/Streets	0	10,125,918	0
434305	Judgments & Claims	100,000	0	100,000
434330	Subrogations	10,000	0	10,000
434505	Prior Year Expenditure Recovery	50,000	1,231	50,000
434510	Prior Year Revenue	50,000	2,809,272	50,000
445050	Cell Tower Revenue	144,500	100,000	211,000
452020	Recoveries & Refunds	1,600,000	17,318	1,450,000
452030	Miscellaneous Revenue	15,250,000	150,000	250,000
490020	Transfer from Special Revenue Fund	7,500,000	10,100,000	0
490030	Transfer from Debt Service Fund	0	812,497	0
490060	Transfer from Civic Center	0	0	10,000,000
490070	Transfer from Capital Project Fund	0	431,577	0
490080	Other Operating Transfers In	0	0	17,111,500
490110	Transfer from Grant	13,500,000	10,070,000	0
490120	Transfer from Component Unit	0	0	425,000
490140	Transfer from Parking Management	7,000,000	8,259,000	9,117,371
Total	General City Wide	68,897,572	65,601,984	62,707,926
Total	General Government	68,897,572	65,601,984	62,707,926

Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **General Government**
Fund No./Bus. Area No. : **1000 / 9900**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
501120	Termination Pay - Civilian	0	0	0	**5,424,000**
503050	Health/Life Insurance - Retiree Civilian	18,896,863	16,818,547	16,818,547	**9,415,728**
Total	**Personnel Services**	**18,896,863**	**16,818,547**	**16,818,547**	**14,839,728**
511110	Fuel	0	0	0	**3,597,000**
Total	**Supplies**	**0**	**0**	**0**	**3,597,000**
520110	Management Consulting Services	1,007,715	731,000	731,000	**681,000**
520112	Banking Services	54,705	127,800	127,800	**127,800**
520114	Miscellaneous Support Services	574,664	0	0	**0**
520115	Real Estate Lease/Office Rental	4,835,198	4,650,000	4,650,000	**4,650,000**
520144	Limited Purpose Annexation Payment	29,124,997	31,500,000	31,500,000	**36,300,000**
520605	Advertising Services	214,569	250,000	250,000	**250,000**
520730	Tax Appraisal Fees	7,890,117	7,890,117	7,890,117	**7,890,117**
520750	Elections	2,532,652	1,100,000	1,100,000	**3,000,000**
520755	Contingency	0	5,542,366	5,542,366	**4,100,000**
520765	Membership & Professional Fees	730,470	770,122	770,122	**1,195,122**
521905	Legal Services	2,799,198	2,485,000	2,485,000	**1,485,000**
522205	Metro Commuter Passes	758,849	720,000	720,000	**720,000**
522430	Miscellaneous Other Services & Charges	1,817,047	1,665,933	1,665,933	**1,727,575**
522620	Claims & Judgments	8,070,850	7,500,000	7,500,000	**10,562,583**
522721	Interfund HR Client Services	0	0	0	**742,000**
522723	Drainage Fee Service Chargeback	0	0	0	**198,876**
522845	Interfund Vehicle Services	0	0	0	**530,307**
Total	**Other Services and Charges**	**60,411,031**	**64,932,338**	**64,932,338**	**74,160,380**
531085	Other Interest	877,591	1,000,000	1,000,000	**3,645,000**
532015	Transfers to Convention & Entertainment	380,834	406,316	406,316	**426,632**
532025	Transfers to Special Revenues	0	5,625,200	5,625,200	**5,625,200**
532100	Trans to CUS Operating	0	1,896,250	1,896,250	**0**
Total	**Debt Service and Other Uses**	**1,258,425**	**8,927,766**	**8,927,766**	**9,696,832**
	Grand Total Expenditures	**80,566,319**	**90,678,651**	**90,678,651**	**102,293,940**

GENERAL FUND DEBT SERVICE

The largest revenue source for the General Debt Service Fund is the General Fund, which transfers a portion of ad valorem taxes (property tax receipts) required for principal and interest payments on tax supported debt.

Business Area Budget Summary

Fund Name : General Fund
Business Area Name : General Debt Service
Fund No./Bus. Area No. : 1000 / 9700

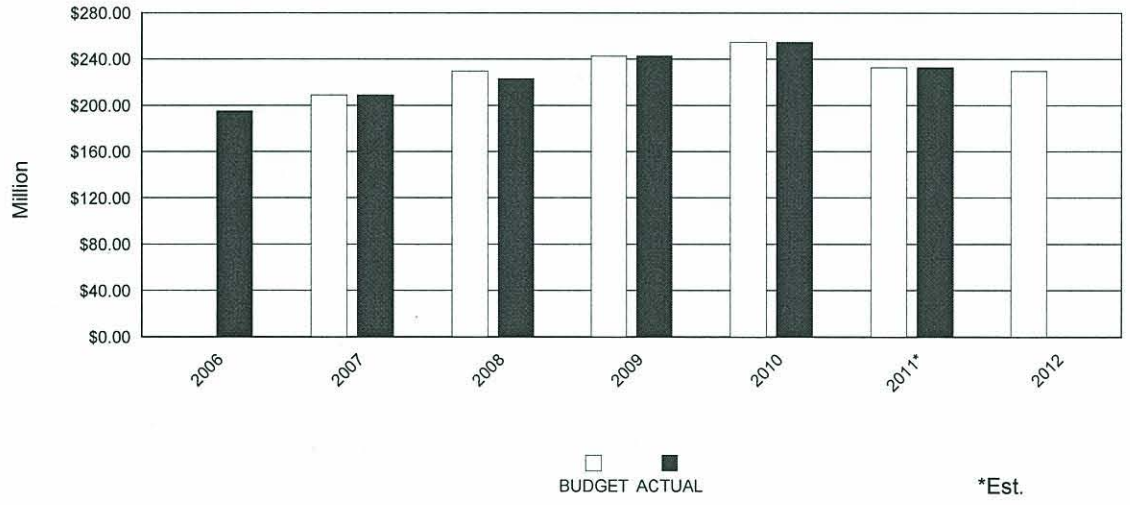
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Debt Service & Other Uses	254,604,000	232,545,000	232,545,000	**229,700,000**
	Total Expenditures	254,604,000	232,545,000	232,545,000	**229,700,000**
Revenues		0	0	0	**0**
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	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

- In FY2009 City Council instituted the Drainage Supplemental Debt Service Fund for the purpose of funding additional long-term drainage initiatives. The program calls for an annual set aside of a pre-determined portion of ad valorem tax receipts, as approved by Council annually. With the passage of Proposition 1 on November 2, 2010 (Rebuild Houston) this set aside is being discontinued since the proposition requires the City to establish a dedicated pay-as-you-go drainage and street renewal fund.

- Historically about two-thirds of the City's public improvement bonds, excluding annexed water district debt, have been issued for drainage and street projects. As a result of the passage of Proposition 1 (Rebuild Houston) the City expects to greatly reduce or eliminate the issuance of public improvement bonds for drainage and treets purposes starting on or about Fiscal Year 2012.

General Debt Service
Current Budget vs Actual Expenditures



Business Area Expenditure Summary

Fund Name : **General Fund**
Business Area Name : **General Debt Service**
Fund No./Bus. Area No. : **1000 / 9700**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
532050	Trans to PIB Bonds Debt Service	223,001,000	207,507,000	207,507,000	**220,200,000**
532050	Trans to Drainage Supp. Debt Service Fund	5,019,000	5,331,000	5,331,000	**0**
532055	Transfer to Certificates of Obligation	12,000,000	8,000,000	8,000,000	**9,500,000**
532120	Transfer to Fleet/Equip Spec. Rev. Fund	14,584,000	11,707,000	11,707,000	**0**
Total	**Debt Service and Other Uses**	**254,604,000**	**232,545,000**	**232,545,000**	**229,700,000**
532120	Transfer of Equip to Gen Fund	(14,584,000)	(11,707,000)	(11,707,000)	**(0)**
Total		**240,020,000**	**220,838,000**	**220,838,000**	**229,700,000**


CITY OF HOUSTON
TEXAS

City of Houston



Adopted Budget

Volume II

Fiscal Year 2012

Mayor Annise D. Parker

Green Houston

CITY OF HOUSTON

TEXAS

CITY OF HOUSTON

ADOPTED OPERATING BUDGET VOLUME II

For the Period
July 1, 2011 to June 30, 2012

Annise D. Parker

Mayor


CITY OF HOUSTON
TEXAS

FY2012 ADOPTED BUDGET

VOLUME II

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CITY OF HOUSTON
TEXAS

FY2012 ADOPTED BUDGET

VOLUME II

Annise D. Parker, Mayor

Council Members

Brenda Stardig	District A
Jarvis Johnson	District B
Anne Clutterbuck	District C
Wanda Adams	District D
Mike Sullivan	District E
Al Hoang	District F
Oliver Pennington	District G
Edward Gonzalez	District H
James G. Rodriguez	District I
Stephen C. Costello	At-Large, Position 1
Sue Lovell	At-Large, Position 2
Melissa Noriega	At-Large, Position 3
C. O. "Brad" Bradford	At-Large, Position 4
Jolanda "Jo" Jones	At-Large, Position 5

Ronald C. Green, City Controller

Kelly Dowe
Director, Finance

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ENTERPRISE FUNDS

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Dedicated Drainage and Street Renewal Fund* IX-68

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*The Dedicated Drainage and Street Renewal Fund and the Storm Water Fund are not technically enterprise funds, but are grouped with the Combined Utility System Funds for clarity.

AVIATION FUND

Department Description and Mission

The mission of the Houston Airport System (HAS) is to provide safe, efficient and appealing facilities to satisfy the air transportation needs of the Greater Houston Region at competitive prices while stimulating growth in its economy.

Our vision is to seek to become a high performance organization that establishes the Houston Airport System as the airport standard of excellence and success in the Americas.

The core values of HAS are employees, integrity, innovation and excellence, commitment to service and the environment.

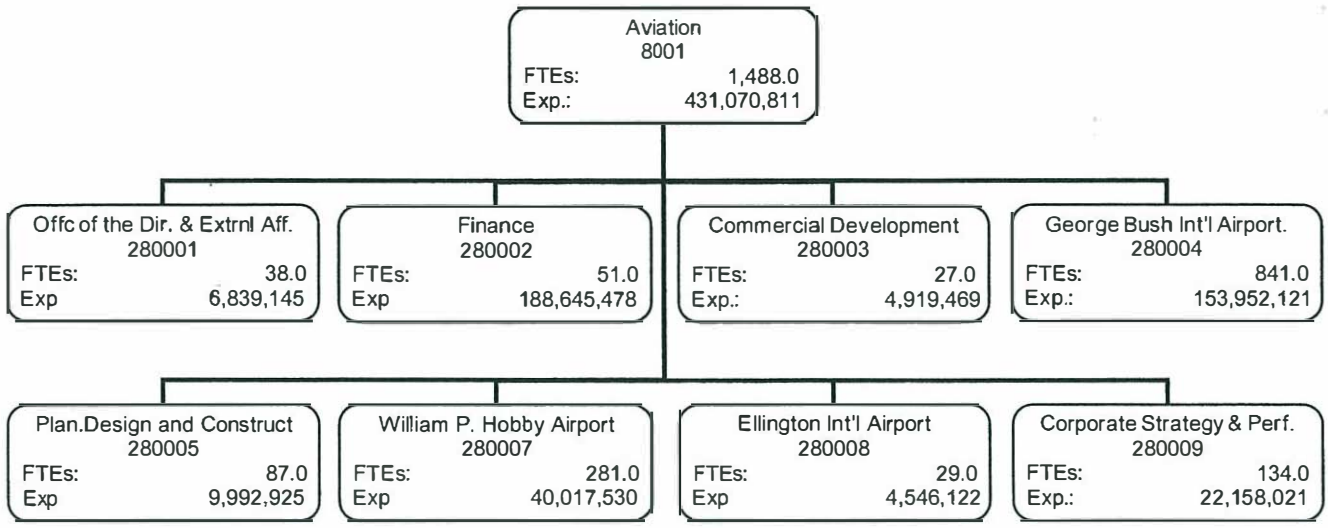
Short-Term Goals

- Build a high performance organization.
- Let's go global.
- Focus our efforts on the continued maintenance of HAS assets to improve reliability and extend useful lives.
- Restore and maintain facilities to opening day fresh.
- Fund the future.

Long-Term Goals

- Employee satisfaction – 80% by 2014.
- Relife Terminal D by 2014 to handle larger aircraft.
- Accommodate Group VI aircraft without restrictions by June 2015.
- Ratio of non airline revenues equals 55% by 2015.

Department Organization



Fund Summary

Fund Name : **HAS-Revenue Fund**
Business Area Name : **Houston Airport System**
Fund No./Bus. Area No. : **8001 / 2800**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**0**
Revenues	420,273,516	420,273,516	**431,070,811**
Expenditures	420,273,516	420,273,516	**431,070,811**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	0	0	**0**


CITY OF HOUSTON
TEXAS

Business Area Budget Summary

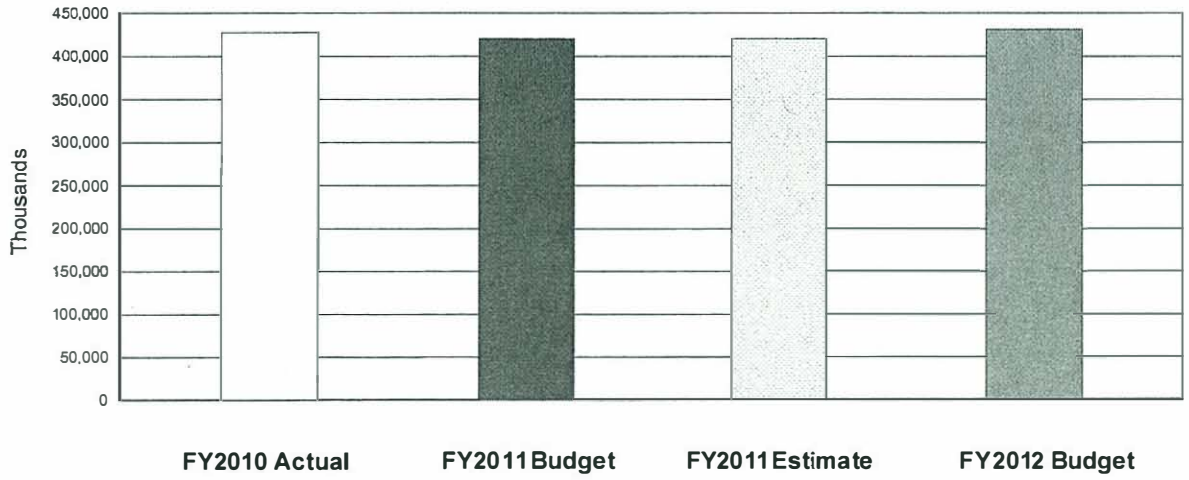
Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8001 / 2800

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	109,670,057	101,896,312	100,249,393	**100,734,576**
	Supplies	5,816,895	6,272,262	6,907,630	**7,603,014**
	Other Services and Charges	128,760,986	146,103,148	148,723,706	**146,014,236**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	792,671	1,124,038	1,037,845	**1,854,900**
	Total M & O Expenditures	245,040,609	255,395,760	256,918,574	**256,206,726**
	Debt Service & Other Uses	182,370,641	164,877,756	163,354,942	**174,864,085**
	Total Expenditures	427,411,250	420,273,516	420,273,516	**431,070,811**
Revenues		425,397,132	420,273,516	420,273,516	**431,070,811**
Staffing	Full-Time Equivalents - Civilian	1,497.3	1,560.0	1,533.0	**1,488.0**
	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	1,497.3	1,560.0	1,533.0	**1,488.0**
	Full-Time Equivalents - Overtime	47.4	45.0	44.6	**44.3**

Significant Budget Changes and Highlights

- o Concession revenue is anticipated to increase by $3.2 million due to new advertising initiatives as well as new food and beverage and retail concepts.
- o FY2011 revenue at Ellington International Airport included a one time land sale of $1.4 million. We do not anticipate any land sale in FY2012.
- o The pension rate increased to 18%.
- o The airport security contract will not be renewed as this function is being insourced by the Houston Airport Sytem (HAS).
- o Pursuant to our strategic plan and business plans, HAS will endeavor to refocus efforts at building a high performance organization that will drive innovation, customer service and bring it ever closer to the vision for HAS.

HAS-Revenue Fund
Houston Airport System
Expenditure Summary



Division Mission and Performance Measures

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Name: Office of the Director & External Affairs -- 280001

Mission: The Houston Airport System provides safe, efficient and appealing facilities to satisfy the air transportation needs of the greater Houston region at competitive prices while stimulating growth in the economy. The Office of the Director and External Affairs support this effort.

Goal: Provide essential management and support services to the HAS divisions through oversight, coordination and communication. Promote HAS as a premier international gateway that provides consistent, high-level customer service and convey accurate, timely information about the HAS organization, its facilities and operations to the public media, legislators as well as both national and international stakeholders.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Website visits	N/A	N/A	**360,000**
Media inquiry facilitation	N/A	N/A	**600**
Visits to new neighborhood	N/A	N/A	**24**
Minority business outreach	N/A	N/A	**12**

Name: Finance -- 280002

Mission: The Houston Airport System provides safe, efficient and appealing facilities to satisfy the air transportation needs of the greater Houston region at competitive prices while stimulating growth in the economy. Finance supports this effort.

Goal: To ensure the airport operating groups have the necessary resources to achieve their objectives and provide world class customer service. To ensure that the budget process strategy is efficient and timely. Process and monitor the financial transactions. Provide accurate internal and external financial reporting.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
CAFR Accur/Time/Award	yes	yes	**yes**
Invoice payment	30 days	30 days	**30 days**
Maintain liquidity of HAS	100%	100%	**100%**
Strategy to budget perf	7 months	7 months	**5 months**
CIP Plan Accur/Timeliness	N/A	N/A	**3/31/12**

Name: Commercial Development -- 280003

Mission: The Houston Airport System provides safe, efficient and appealing facilities to satisfy the air transportation needs of the greater Houston region at competitive prices while stimulating growth in the economy. Commercial Development supports this effort.

Goal: The Commercial Development organization plans and directs parking facilities and products, concession programs, real estate and air service development to maximize customer choice and experience and grow non-airline revenue.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Park rev per origin pax	6.83	5.35	**5.30**
Conc per enplaned pax	1.76	1.30	**1.38**
Grnd & other bldg revenue	$21.0M	$21.4M	**$22.6M**

Division Mission and Performance Measures

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Name: George Bush International Airport -- 280004

Mission: The Houston Airport System provides safe, efficient and appealing facilities to satisfy the air transportation needs of the greater Houston region at competitive prices while stimulating growth in the economy. George Bush International Airport supports this effort.

Goal: Provide oversight & management for all airport operations, maintenance, safety, customer service and capital improvements. Measure anticipated increases in aviation activity and identify operational levels, indicating the need for more or expanded facilities. Annually monitor aviation activity & customer service objectives to determine resource needs. Recommend appropriate development projects needed to meet future facility & resource demands.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Customer service rating	N/A	70	**70+**
FAR 139 std (violations)	0	2	**0**
OPS C3 consolidation	N/A	50%	**100%**

Name: Planning, Design & Construction -- 280005

Mission: The Houston Airport System provides safe, efficient and appealing facilities to satisfy the air transportation needs of the greater Houston region at competitive prices while stimulating growth in the economy. Planning, Design and Construction supports this effort.

Goal: Responsible for managing, documenting, coordinating and scheduling the Capital Improvement Program. Responsible for obtaining Federal Aviation Administration grant funding for the eligible Airport Improvement Projects. Developing a 25 year airfield rehabilitation plan for all three airports in the Houston Airport System.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Construction contracts	14	25	**10**
Design contracts	12	31	**24**
Const contracts awarded	$86.1M	$269.6M	**$84.3M**
FAA AIP grant funding	$32.9M	$27.5M	**$32M**
FAA AIP discretionary gran	$15.8M	$11M	**$15M**

Name: William P Hobby Airport -- 280007

Mission: The Houston Airport System provides safe, efficient and appealing facilities to satisfy the air transportation needs of the greater Houston region at competitive prices while stimulating growth in the economy. William P Hobby Airport supports this effort.

Goal: William P Hobby Airport embraces the Houston Airport System's mission to provide safe, efficient and appealing facilities that satisfy the air transportation needs of the Greater Houston Region at competitive prices while stimulating growth in the economy. William P Hobby Airport is committed to becoming a high performance organization that establishes the airport as a standard of excellence and success for medium hub airports in the Americas.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
FAR 139 Compliance	0	0	**0**
TSAR Part 1542 Compliance	0	0	**0**
PM Completion	100%	100%	**100%**

Division Mission and Performance Measures

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Name: Ellington International Airport -- 280008

Mission: The Houston Airport System provides safe, efficient and appealing facilities to satisfy the air transportation needs of the greater Houston region at competitive prices while stimulating growth in the economy. Ellington Airport supports this effort.

Goal: Ellington Airport integrates the Houston Airport System's mission into its daily operations to provide a safe, efficient and appealing facility to satisfy the air transportation needs of the Greater Houston region at competitive prices while stimulating growth in the economy.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
O & M Trouble Tickets	20 minutes	20 minutes	**20 minutes**
O & M Work Orders	5 days	5 days	**5 days**
FAR 139 Reliability	0	0	**0**
O & M Wk Ord Qual/Accuracy	< calls	< 2 calls	**<2 calls**

Name: Corporate Strategy & Performance -- 280009

Mission: The Houston Airport System provides safe, efficient and appealing facilities to satisfy the air transportation needs of the greater Houston region at competitive prices while stimulating growth in the economy. Corporate Strategy and Performance supports this effort.

Goal: Corporate Strategy & Performance leads HAS's strategic initiative of building a high performance organization through right-sizing, organizational transformation from hierarchical to a network talent management model and improvement of organizational behavior and performance. We help business units and organzations of every size and type perform at their highest potential through the wisest investment of resources.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Empl partic in process rev	N/A	N/A	**10%**
Education present to empl	N/A	N/A	**25**
Empl partic in cost effect	N/A	N/A	**1%**
Strategic plan objectives	N/A	N/A	**85%**

Division Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Office of the Director & External Affairs 280001 This group consists of the Director's Office as well as External Affairs.	29.6	6,212,817	32.0	6,675,921	**38.0**	**6,839,145**
Finance 280002 Directs the financial responsibilities of the following areas: Finance, Debt & Financial Programs and Accounting. Ensures proper financial controls in all areas.	98.0	211,751,541	77.0	181,268,458	**51.0**	**188,645,478**
Commercial Development 280003 The Commercial Development organization plans and directs parking facilities and products, concession programs, real estate and air service development to maximize customer choice and experience and grow non-airline revenue.	11.8	1,446,365	14.0	2,333,708	**27.0**	**4,919,469**
George Bush International Airport 280004 Responsible for facility administration, operations, maintenance and customer service for George Bush Intercontinental Airport.	814.9	142,778,246	855.0	157,015,060	**841.0**	**153,952,121**
Planning, Design & Construction 280005 Initiate, manage, and provide administrative support for all capital project planning, programming, design, and construction. Coordinate all projects with the Federal Aviation Administration as necessary. Review, design and inspect construction of airport facilities.	74.6	7,917,005	82.0	9,636,180	**87.0**	**9,992,925**
William P Hobby Airport 280007 William P Hobby is composed of: a) management, providing inspirational leadership and management; b) operations, overseeing & ensuring compliance with regulatory requirements outlined in FAR Part 139 & TSAR 1542; c) maintenance division is responsible for maintenance of the airport and its facilities.	304.2	37,896,638	310.0	42,382,268	**281.0**	**40,017,530**

Division Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Division Description		FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Ellington International Airport	**280008**						
Ellington Airport provides a safe, secure and efficient airport that focuses attention on the needs of its customers, the talent of its employees and the vision of the Aviation department. EFD's objective is to establish the most efficient and cost effective organization possible within the current economic environment.		29.2	2,795,775	30.0	3,394,921	**29.0**	**4,546,122**
Corporate Strategy & Performance	**280009**						
This group consists of Supply Chain, Technology, Human Performance Technology, Small Business Development and Strategic Management.		135.0	16,612,863	133.0	17,567,000	**134.0**	**22,158,021**
Total		1,497.3	427,411,250	1,533.0	420,273,516	**1,488.0**	**431,070,811**

Business Area Roster Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	4.0	4.0	
ACCOUNTANT ASSOCIATE	14	0.0	4.0	4.0
ACCOUNTANT SUPERVISOR	24	3.0	3.0	
ACCOUNTING SERVICES SUPERVISOR	17	1.0	1.0	
ADMINISTRATION MANAGER	26	4.0	2.0	(2.0)
ADMINISTRATIVE AIDE	10	10.0	4.0	(6.0)
ADMINISTRATIVE ASSISTANT	17	22.0	19.0	(3.0)
ADMINISTRATIVE ASSOCIATE	13	14.0	9.0	(5.0)
ADMINISTRATIVE COORDINATOR	24	16.0	15.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	25.0	20.0	(5.0)
ADMINISTRATIVE SUPERVISOR	22	3.0	3.0	
AIRPORT BUSINESS DEVELOPMENT COORDINATOR	29	7.0	9.0	2.0
AIRPORT COMMUNICATIONS OPERATOR	13	21.0	21.0	
AIRPORT MANAGER (EXE LEV)	32	1.0	0.0	(1.0)
AIRPORT OPERATIONS ASSISTANT	13	159.0	73.0	(86.0)
AIRPORT OPERATIONS COORDINATOR	20	68.0	44.0	(24.0)
AIRPORT OPERATIONS SPECIALIST	17	41.0	40.0	(1.0)
AIRPORT OPERATIONS SUPERVISOR	23	45.0	45.0	
AIRPORT SECURITY COORDINATOR	25	5.0	5.0	
AIRPORT SECURITY INVESTIGATOR	23	3.0	3.0	
AIRPORT SUPERINTENDENT	25	19.0	19.0	
AIRPORT SUPERVISOR	18	70.0	67.0	(3.0)
AIRPORT SYSTEMS TECHNICIAN	17	10.0	8.0	(2.0)
ASSISTANT AIRPORT MANAGER	29	3.0	4.0	1.0
ASSISTANT AIRPORT SUPERINTENDENT	22	8.0	7.0	(1.0)
ASSISTANT CITY ATTORNEY III	27	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	13.0	14.0	1.0
ASSISTANT DIRECTOR-AVIATION (EXE LEV)	34	2.0	3.0	1.0
ASSISTANT ELECTRICAL SUPERVISOR	22	7.0	7.0	
ASSISTANT PROJECT MANAGER	20	2.0	1.0	(1.0)
AVIATION DIRECTOR	38	1.0	1.0	
CARPENTER	14	10.0	10.0	
CEMENT FINISHER	11	4.0	4.0	
CHIEF ARCHITECT	31	2.0	3.0	1.0
COMMUNITY RELATIONS SPECIALIST	11	0.0	5.0	5.0
CONTRACT ADMINISTRATOR	22	6.0	9.0	3.0
CONTRACT COMPLIANCE OFFICER	15	4.0	3.0	(1.0)
CONTRACT COMPLIANCE SUPERVISOR	22	1.0	1.0	
CUSTOMER SERVICE CLERK	10	1.0	1.0	
CUSTOMER SERVICE REP. I	13	5.0	2.0	(3.0)
CUSTOMER SERVICE REP. II	15	2.0	3.0	1.0
CUSTOMER SERVICE REP. III	16	1.0	1.0	
DEPUTY AIRPORT MANAGER (EXE LEV)	31	3.0	1.0	(2.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	7.0	9.0	2.0
DEPUTY DIRECTOR (EXE LEV)	34	1.0	2.0	1.0
DEPUTY DIRECTOR-AVIATION	36	5.0	4.0	(1.0)
DIVISION MANAGER	29	19.0	19.0	
DIVISION MANAGER (EXE LEV)	29	3.0	3.0	
ELECTRICAL SUPERINTENDENT	26	3.0	3.0	
ELECTRICIAN	18	29.0	29.0	
ENGINEER	26	1.0	1.0	
ENVIRONMENTAL INVESTIGATOR III	20	1.0	1.0	
ENVIRONMENTAL INVESTIGATOR V	28	1.0	1.0	
EQUIPMENT OPERATOR I	8	32.0	34.0	2.0
EQUIPMENT OPERATOR II	10	32.0	29.0	(3.0)

Business Area Roster Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
EQUIPMENT OPERATOR III	13	26.0	26.0	
EQUIPMENT WORKER	13	0.0	3.0	3.0
EXECUTIVE OFFICE ASSISTANT	15	5.0	4.0	(1.0)
EXECUTIVE STAFF ANALYST	30	3.0	2.0	(1.0)
FINANCIAL ANALYST II	18	1.0	1.0	
FINANCIAL ANALYST III	21	1.0	1.0	
FINANCIAL ANALYST IV	25	4.0	2.0	(2.0)
GIS ANALYST	20	1.0	1.0	
GRADUATE ENGINEER	22	3.0	3.0	
GRAPHIC DESIGNER	17	3.0	1.0	(2.0)
GROUND TRANSPORTATION REP.	8	56.0	56.0	
HUMAN RESOURCES MANAGER	27	1.0	0.0	(1.0)
HUMAN RESOURCES SPECIALIST	17	3.0	0.0	(3.0)
HUMAN RESOURCES TECHNICIAN	12	1.0	0.0	(1.0)
INFORMATION SYSTEMS ADMIN. (EXE LEV)	30	1.0	1.0	
INSPECTOR	18	37.0	34.0	(3.0)
INSTRUMENT PERSON	11	2.0	2.0	
INVENTORY MANAGEMENT CLERK	9	15.0	12.0	(3.0)
INVENTORY MANAGEMENT SUPERVISOR	17	2.0	0.0	(2.0)
IRM MANAGER	29	0.0	1.0	1.0
IT PROJECT MANAGER	28	8.0	9.0	1.0
LABORER	4	221.0	219.0	(2.0)
MAINTENANCE MECHANIC I	8	22.0	21.0	(1.0)
MAINTENANCE MECHANIC II	12	5.0	4.0	(1.0)
MAINTENANCE MECHANIC III	14	44.0	45.0	1.0
MAINTENANCE SUPERVISOR	16	4.0	3.0	(1.0)
MANAGEMENT ANALYST I	15	1.0	1.0	
MANAGEMENT ANALYST II	18	1.0	1.0	
MANAGEMENT ANALYST III	21	9.0	5.0	(4.0)
MANAGEMENT ANALYST IV	25	4.0	2.0	(2.0)
MANAGING ENGINEER	31	2.0	7.0	5.0
OFFICE ASSISTANT	9	1.0	0.0	(1.0)
OFFICE SUPERVISOR	17	1.0	1.0	
PAINTER	11	25.0	23.0	(2.0)
PAINTER LEADER	15	1.0	1.0	
PARALEGAL III	16	1.0	0.0	(1.0)
PARTY CHIEF	19	2.0	2.0	
PROCUREMENT SPECIALIST	24	5.0	5.0	
PROGRAMMER ANALYST IV	25	1.0	1.0	
PROJECT MANAGER	24	11.0	11.0	
PROJECT TECHNICIAN III	17	3.0	3.0	
REGULATORY INVESTIGATOR	11	4.0	4.0	
SAFETY ADMINISTRATOR	27	1.0	0.0	(1.0)
SAFETY OFFICER	21	1.0	0.0	(1.0)
SAFETY REPRESENTATIVE	19	2.0	2.0	
SECURITY OFFICER	8	0.0	66.0	66.0
SEMI-SKILLED LABORER	6	67.0	67.0	
SENIOR ACCOUNT CLERK	13	5.0	0.0	(5.0)
SENIOR ACCOUNTANT	20	7.0	5.0	(2.0)
SENIOR AIRPORT COMMUNICATIONS OPERATOR	15	18.0	15.0	(3.0)
SENIOR AIRPORT MANAGER (EXE LEV)	35	1.0	1.0	
SENIOR AIRPORT PROPERTIES REPRESENTATIVE	26	4.0	7.0	3.0
SENIOR AIRPORT SYSTEMS TECHNICIAN	20	6.0	6.0	
SENIOR ARCHITECT	29	2.0	1.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY I	30	1.0	1.0	
SENIOR ASSISTANT CITY ATTORNEY III	34	1.0	1.0	

Business Area Roster Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR CLERK	8	3.0	0.0	(3.0)
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	
SENIOR CONTRACT ADMINISTRATOR	27	4.0	3.0	(1.0)
SENIOR CONTRACT COMPLIANCE OFFICER	18	9.0	5.0	(4.0)
SENIOR CUSTOMER SERVICE CLERK	12	1.0	1.0	
SENIOR GIS ANALYST	24	1.0	1.0	
SENIOR GIS TECHNICIAN	17	1.0	1.0	
SENIOR HUMAN RESOURCES SPECIALIST	21	4.0	1.0	(3.0)
SENIOR INSPECTOR	22	9.0	7.0	(2.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	7.0	5.0	(2.0)
SENIOR MARKETING SPECIALIST	28	2.0	2.0	
SENIOR MICROCOMPUTER ANALYST	23	9.0	11.0	2.0
SENIOR OFFICE ASSISTANT	12	12.0	9.0	(3.0)
SENIOR PARALEGAL	19	1.0	1.0	
SENIOR PAYROLL CLERK	13	6.0	5.0	(1.0)
SENIOR PROCUREMENT SPECIALIST	27	13.0	11.0	(2.0)
SENIOR PROJECT MANAGER	27	12.0	11.0	(1.0)
SENIOR REGULATORY INVESTIGATOR	14	5.0	5.0	
SENIOR RODPERSON	9	1.0	1.0	
SENIOR SPECIAL SERVICE REPRESENTATIVE	15	4.0	4.0	
SENIOR STAFF ANALYST	28	4.0	5.0	1.0
SENIOR STAFF ANALYST (EXE LEV)	28	2.0	1.0	(1.0)
SENIOR SUPERINTENDENT	27	17.0	16.0	(1.0)
SPECIAL SERVICE REPRESENTATIVE	13	43.0	41.0	(2.0)
STAFF ANALYST	26	11.0	7.0	(4.0)
STAFF ANALYST (EXE LEV)	26	1.0	1.0	
SUPERVISING ENGINEER	29	7.0	2.0	(5.0)
SYSTEMS ACCOUNTANT II	23	1.0	1.0	
SYSTEMS ACCOUNTANT III	27	6.0	7.0	1.0
SYSTEMS ACCOUNTANT IV	29	2.0	2.0	
SYSTEMS CONSULTANT	26	5.0	5.0	
SYSTEMS SUPPORT ANALYST III	22	2.0	2.0	
SYSTEMS SUPPORT ANALYST IV	25	6.0	6.0	
TRAINING COORDINATOR	24	4.0	3.0	(1.0)
TRANSLATOR	11	6.0	0.0	(6.0)
Total FTEs		**1,640.0**	**1,508.0**	**(132.0)**
Less adjustment for Civilian Vacancy Factor		**80.0**	**20.0**	**(60.0)**
Full-Time Equivalents		**1,560.0**	**1,488.0**	**(72.0)**

Business Area Revenue Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2800020002	**HAS-Accounting**			
426420	Building Space Rental Fees	3,456	0	**0**
428060	Other Interest Income	43	43	**0**
428080	Returned Check Charges	192	192	**0**
431030	Donated/Seized Asset Additions	0	21,855	**0**
432010	Interest on Pooled Investments	13,000,000	13,000,000	**0**
434130	Gain/Loss on Investment Sale	22,589	22,589	**0**
443060	Ground Transport Concessions	509,685	509,685	**509,685**
456255	Misc Operating Revenue	184,471	162,616	**183,547**
456260	Oper Recov & Refunds	4,298	4,298	**0**
Total	**HAS-Accounting**	**13,724,734**	**13,721,278**	**693,232**
2800020004	**HAS-Supply Chain Management/Fleet**			
434225	Sale of Non-Capital Equip. & Merchandise	8,509	8,509	**0**
434245	Sale of Capital Assets - Vehicles	9,010	9,010	**0**
Total	**HAS-Supply Chain Management/Fleet**	**17,519**	**17,519**	**0**
2800020009	**HAS-Treasury & Financial Programs**			
432010	Interest on Pooled Investments	0	0	**13,200,000**
2800030005	**Houston Protocol Office**			
426390	Misc. Services to Other Agencies	0	0	**420,000**
2800040003	**HAS - EFD Operations**			
426420	Building Space Rental Fees	78,579	78,529	**87,155**
434240	Sale of Capital Assets-Land/Streets	137,036	1,356,826	**0**
434245	Sale of Capital Assets - Vehicles	22,231	22,231	**0**
441020	Aviation Fuel Revenue	231,000	125,971	**125,971**
442050	Hangar Rental Fees	835,454	835,454	**840,090**
442060	Grounds Rental Fees	353,815	347,868	**456,447**
443080	Special Events Concessions	22,411	22,411	**22,411**
456255	Misc Operating Revenue	67,757	45,640	**160,829**
Total	**HAS - EFD Operations**	**1,748,283**	**2,834,930**	**1,692,903**
2800040004	**HAS - Maintenance**			
434245	Sale of Capital Assets - Vehicles	3,798	3,798	**0**
2800040005	**HAS-HOU Management**			
426420	Building Space Rental Fees	230,049	230,049	**230,049**
441010	Signatory Landings	14,006,000	12,630,075	**13,094,063**
441020	Aviation Fuel Revenue	955,524	955,524	**955,524**
441030	Aircraft Parking Revenue	125,000	125,000	**150,000**
442030	Terminal Space Rental Fees	23,545,000	22,461,809	**23,040,311**
442035	Terminal Space Nonair Rental Fees	129,816	129,816	**474,389**
442040	Cargo Building Rental Fees	177,518	177,518	**177,518**
442050	Hangar Rental Fees	2,649,192	2,649,192	**3,055,702**
442060	Grounds Rental Fees	1,315,661	1,315,661	**1,348,479**
443050	Auto Rental Concessions	7,018,362	6,815,136	**6,902,115**
443060	Ground Transport Concessions	1,195,743	1,195,743	**1,468,566**
443190	Retail Concessions	6,408,889	6,408,889	**7,138,124**
447020	Garage Parking Revenue	13,929,384	15,556,135	**14,752,814**
456255	Misc Operating Revenue	687,821	640,221	**521,693**
Total	**HAS-HOU Management**	**72,373,959**	**71,290,768**	**73,309,347**
2800040007	**HAS-HOU Facilities Admin.**			
456260	Oper Recov & Refunds	507	507	**0**
2800040008	**HAS-HOU Airfield & Grnd**			
434245	Sale of Capital Assets - Vehicles	10,530	10,530	**0**
2800040010	**HAS-HOU Operations**			
434245	Sale of Capital Assets - Vehicles	6,294	6,294	**0**
2800040011	**HAS-HOU Bldg. Svcs**			

Business Area Revenue Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
434245	Sale of Capital Assets - Vehicles	1,763	1,763	**0**
2800040013	**HAS-HOU PhysPlantMain**			
434245	Sale of Capital Assets - Vehicles	1,811	1,811	**0**
2800040015	**HAS-IAH Facil Mgmnt.**			
434245	Sale of Capital Assets - Vehicles	6,482	6,482	**0**
456260	Oper Recov & Refunds	32,166	32,166	**0**
Total	**HAS-IAH Facil Mgmnt.**	**38,648**	**38,648**	**0**
2800040016	**HAS-IAH Management**			
426420	Building Space Rental Fees	4,701,081	4,701,081	**4,616,000**
434245	Sale of Capital Assets - Vehicles	2,305	2,305	**0**
441010	Signatory Landings	75,785,000	72,424,057	**74,046,706**
441015	Carrier Incentive Program	(1,000,000)	(1,000,000)	**(1,000,000)**
441020	Aviation Fuel Revenue	242,401	242,401	**242,401**
441030	Aircraft Parking Revenue	1,647,000	1,637,000	**1,700,000**
442030	Terminal Space Rental Fees	137,133,000	139,784,768	**144,440,354**
442035	Terminal Space Nonair Rental Fees	645,313	642,471	**640,174**
442040	Cargo Building Rental Fees	2,333,372	2,333,372	**2,331,376**
442050	Hangar Rental Fees	2,017,217	2,017,217	**2,417,100**
442060	Grounds Rental Fees	5,912,929	5,912,929	**5,967,384**
443050	Auto Rental Concessions	16,327,404	16,327,404	**16,483,362**
443060	Ground Transport Concessions	4,081,673	3,794,196	**4,173,389**
443190	Retail Concessions	24,647,876	25,882,266	**27,440,432**
447020	Garage Parking Revenue	54,726,698	54,501,802	**55,322,172**
456255	Misc Operating Revenue	3,056,951	3,056,951	**2,934,479**
Total	**HAS-IAH Management**	**332,260,220**	**332,260,220**	**341,755,329**
2800040017	**HAS-IAH Airfield & Grnd**			
434245	Sale of Capital Assets - Vehicles	20,080	20,080	**0**
2800040019	**HAS-IAH Operations**			
434245	Sale of Capital Assets - Vehicles	17,622	17,622	**0**
2800040023	**HAS-IAH PhysPlanMai**			
434245	Sale of Capital Assets - Vehicles	12,933	12,933	**0**
2800050004	**HAS-Design & Construction**			
426320	City Maps & Related Items	3,450	3,450	**0**
2800060002	**HAS-IAHSecurFieldSvc**			
434245	Sale of Capital Assets - Vehicles	18,598	18,598	**0**
2800060004	**HAS-IAH HPD**			
434245	Sale of Capital Assets - Vehicles	1,421	1,421	**0**
2800060007	**HAS-HOU SecurFieldSv**			
434245	Sale of Capital Assets - Vehicles	10,136	10,136	**0**
2800060015	**HAS-Information Technology**			
434225	Sale of Non-Capital Equip. & Merchandise	360	360	**0**
434250	Sale of Capital Assets-Intergovernmental	720	720	**0**
434505	Prior Year Expenditure Recovery	130	130	**0**
Total	**HAS-Information Technology**	**1,210**	**1,210**	**0**
Total	**Houston Airport System**	**420,273,516**	**420,273,516**	**431,070,811**

Business Area Expenditure Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8001 / 2800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	64,518,034	68,272,603	68,056,698	**65,572,763**
500030	Salary Part Time - Civilian	484,712	632,925	595,680	**327,634**
500060	Overtime - Civilian	2,578,566	2,203,544	2,855,038	**2,239,170**
500090	Premium Pay - Civilian	1,570,232	744,738	728,704	**737,429**
500110	Bilingual Pay - Civilian	130,249	130,659	127,728	**136,688**
500210	Pay for Performance-Municipal	719,750	0	250	**0**
501050	Employee Awards	0	0	50	**31,500**
501060	Moving Expenses	33,355	50,000	18,552	**25,000**
501070	Pension - Civilian	9,564,120	9,900,663	10,162,635	**11,803,090**
501120	Termination Pay - Civilian	417,344	445,591	287,528	**476,067**
501160	Vehicle Allowance - Civilian	8,432	8,433	7,837	**12,633**
502010	FICA - Civilian	5,057,447	5,473,814	5,085,862	**5,235,651**
503010	Health Ins-Act Civilian	9,429,835	9,835,126	9,433,721	**10,519,233**
503015	Basic Life Insurance - Active Civilian	37,479	40,288	39,056	**39,042**
503040	Health/Life Ins.Ret-Classified	9,395	0	0	**0**
503050	Health/Life Insurance - Retiree Civilian	11,177,312	2,124,506	1,359,794	**1,274,704**
503060	Long Term Disability-Civilian	126,062	130,972	122,815	**126,145**
503090	Workers Compensation-Civilian-Admin	(816,902)	325,815	327,363	**297,592**
503100	Workers Compensation-Civilian-Claim	629,446	930,000	524,816	**659,135**
504010	Pension - GASB 27 Pension Accrual	3,876,038	0	0	**0**
504020	Compensation Contingency	0	592,210	383,871	**250,000**
504030	Unemployment Claims - Administration	119,151	54,425	131,395	**971,100**
Total	**Personnel Services**	**109,670,057**	**101,896,312**	**100,249,393**	**100,734,576**
511010	Chemical Gases & Special Fluids	240,864	199,730	203,693	**400,476**
511015	Cleaning & Sanitary Supplies	936,653	1,090,316	1,071,633	**1,236,353**
511020	Construction Materials	929,462	962,714	1,140,691	**829,165**
511025	Electrical Hardware & Parts	796,434	738,294	732,770	**1,045,756**
511030	Mechanical Hardware & Parts	91,781	108,448	61,108	**353,285**
511035	Meters Hydrants & Plumbing Supplies	93,595	56,754	62,782	**225,457**
511040	Audiovisual Supplies	179,045	175,890	146,817	**242,268**
511045	Computer Supplies	150,673	157,692	144,207	**197,602**
511050	Paper & Printing Supplies	73,083	97,992	70,316	**114,728**
511055	Publications & Printed Materials	38,966	86,448	193,503	**220,732**
511060	Postage	19,014	20,859	10,141	**29,176**
511070	Miscellaneous Office Supplies	253,193	272,678	213,147	**251,484**
511080	General Laboratory Supplies	194	0	0	**0**
511085	Drugs & Medical Chemicals	19,264	100	56	**0**
511090	Medical & Surgical Supplies	17,410	17,478	14,111	**27,070**
511095	Small Technical & Scientific Equipment	23,251	9,150	5,622	**11,950**
511110	Fuel	801,835	862,428	1,126,024	**1,031,757**
511115	Vehicle Repair & Maintenance Supplies	56,528	43,368	37,224	**32,632**
511120	Clothing	254,327	350,042	275,663	**563,684**
511125	Food Supplies	26,437	31,345	26,175	**60,421**
511130	Weapons Munitions & Supplies	1,098	3,330	1,133	**5,200**
511135	Recreational Supplies	845	0	6	**0**
511140	Landscaping & Gardening Supplies	11,199	12,700	8,102	**12,000**
511145	Small Tools & Minor Equipment	177,047	141,447	381,381	**205,998**
511150	Miscellaneous Parts & Supplies	532,267	833,059	943,787	**505,820**
511155	Inventory Sales	92,430	0	32,342	**0**
511160	Protective Gear	0	0	3,805	**0**
511165	Fire Fighting Equipment	0	0	1,391	**0**
Total	**Supplies**	**5,816,895**	**6,272,262**	**6,907,630**	**7,603,014**

Business Area Expenditure Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8001 / 2800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520100	Temporary Personnel Services	326,966	362,723	431,912	**50,000**
520101	Janitorial Services	173,259	183,331	171,430	**183,385**
520102	Security Services	2,195,711	2,045,352	2,671,787	**0**
520105	Accounting & Auditing Services	221,210	50,750	1,037	**125,000**
520106	Architectural Services	0	200	0	**0**
520107	Computer Info/Contr	1,399,735	1,491,850	1,873,425	**1,515,760**
520108	Information Resource Services	8,601	23,520	12,270	**16,220**
520109	Medical Dental & Laboratory Services	40,626	61,541	49,927	**65,808**
520110	Management Consulting Services	2,958,841	8,881,583	16,506,551	**1,756,625**
520111	Real Estate Services	98,400	90,300	56,450	**134,000**
520112	Banking Services	2,208	3,165	3,198	**6,000**
520113	Photographic Services	17,413	15,925	11,425	**9,300**
520114	Miscellaneous Support Services	16,764	212,233	272,582	**261,226**
520115	Real Estate Lease/Office Rental	22,479	22,800	22,559	**22,800**
520116	Parking Services Contract	11,889,777	12,512,246	12,913,216	**13,134,391**
520118	Refuse Disposal	805,244	776,005	713,623	**973,980**
520119	Computer Equipment/Software Maintenance	941,201	1,168,718	188,121	**1,046,252**
520120	Communications Equipment Services	1,903,767	2,328,984	2,464,685	**2,702,090**
520121	IT Application Svcs	77,496	51,650	95,491	**81,471**
520122	Office Equipment Services	283	9,600	2,175	**21,526**
520123	Vehicle & Motor Equipment Services	2,325,908	2,371,750	2,309,896	**2,640,597**
520124	Other Equipment Services	114,096	472,683	254,514	**676,455**
520126	Construction Site Work Services	24,772	0	0	**0**
520141	Engineering Services	56,399	273,089	115,781	**0**
520143	Credit/Bank Card Services	1,203,861	1,738,708	1,639,735	**1,820,076**
520145	Criminal Intelligence Services	322,956	313,000	406,486	**421,004**
520150	GT EZ Tag Fees	58,705	57,738	19,500	**0**
520151	Parking EZ Tag Fees	1,004,092	21,262	85,669	**0**
520158	Computer Equipment Maintenance Services	0	0	100	**0**
520510	Mail/Delivery Services	14,006	20,849	15,601	**21,146**
520515	Print Shop Services	11,896	39,815	11,774	**22,191**
520520	Printing & Reproduction Services	48,216	92,378	59,882	**74,291**
520605	Advertising Services	1,601,602	1,740,000	1,262,112	**1,945,398**
520705	Insurance Fees	3,461,153	3,233,679	3,062,521	**3,598,445**
520720	Fines	4,032	2,000	2,060	**2,000**
520755	Contingency	0	2,447,500	0	**(1,000,000)**
520765	Membership & Professional Fees	269,292	281,007	264,645	**257,972**
520805	Education & Training	393,387	835,670	387,434	**981,637**
520815	Tuition Reimbursement	103,813	80,000	102,592	**148,284**
520905	Travel - Training Related	300,958	266,880	189,820	**354,954**
520910	Travel - Non-Training Related	131,888	253,997	231,559	**493,257**
521305	Indirect Cost Recovery Payment	2,771,233	3,316,303	3,316,310	**3,209,709**
521405	Building Maintenance Services	20,657,855	23,755,048	24,100,171	**28,688,727**
521410	Sewer Services	1,583,594	1,622,766	1,790,990	**1,622,766**
521415	Land and Grounds Maintenance	1,281,949	1,334,407	1,587,229	**1,505,825**
521435	Water Services	1,749,922	1,788,611	1,561,232	**1,788,611**
521505	Electricity	22,532,395	20,751,204	20,481,745	**19,334,965**
521510	Natural Gas	2,623,271	3,671,303	2,672,902	**2,358,330**
521515	Electricity Fran Fee Exp	475,399	536,301	348,358	**458,560**
521605	Data Services	122,628	165,410	119,792	**252,163**
521610	Voice Services	889,406	1,020,568	686,955	**880,715**
521615	Radio Communications	0	0	0	**11,600**
521620	Voice Equipment	0	1,735	773	**2,225**

Business Area Expenditure Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8001 / 2800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521625	Voice Labor	0	1,235	0	**1,235**
521630	GIS Revolving Fund Services	0	191,654	190,000	**190,198**
521705	Vehicle/Equipment Rental/Lease	7,332	13,000	6,487	**12,000**
521715	Office Equipment Rental	928	8,534	10,680	**11,608**
521725	Other Rental	27,875	69,002	27,715	**113,084**
521730	Parking Space Rental	3,774	21,300	19,053	**22,216**
521905	Legal Services	905,594	1,774,101	958,531	**868,000**
522205	Metro Commuter Passes	8,752	15,000	4,018	**5,000**
522305	Freight Charges	3,725	5,400	1,575	**5,400**
522430	Miscellaneous Other Services & Charges	1,026,799	1,037,444	1,052,299	**1,533,718**
522435	Interest Charges Past Due Accounts	3	0	0	**0**
522620	Claims & Judgments	100,943	175,000	288,997	**175,000**
522720	Interfund Payroll Services	0	334,587	166,171	**335,000**
522721	Interfund HR Client Services	0	683,982	0	**1,070,000**
522722	KRONOS Service Chargeback	0	0	0	**54,251**
522723	Drainage Fee Service Chargeback	0	0	0	**6,194,758**
522725	Intfd Traf Signal Instal	0	0	0	**800**
522730	Interfund Engineering Services	(95,494)	0	0	**0**
522740	Interfund Police Service	20,194,895	21,217,098	21,710,371	**22,018,137**
522755	Interfund Fire Protection Service	16,354,438	16,642,455	17,261,813	**17,145,594**
522765	Interfund Legal Services	105,948	0	0	**100,000**
522780	Interfund Photo Copy Services	318,358	347,405	297,144	**331,941**
522790	Interfund Inventory Adjustments	(9,300)	2,400	703	**0**
522795	Other Interfund Services	334,259	556,211	286,286	**203,000**
522800	Cost of Goods Sold	17,940	0	30,597	**0**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**11,764**
531160	Issuance Expense Cost-Commercial Paper	215,552	209,203	861,264	**933,795**
Total	**Other Services and Charges**	**128,760,986**	**146,103,148**	**148,723,706**	**146,014,236**
551010	Non-Capital Office Furniture & Equipment	41,267	258,906	157,290	**104,078**
551015	Non-Capital Computer Equipment	571,536	719,466	700,378	**841,163**
551020	Non-Capital Communication Equipment	110,437	131,366	168,437	**455,159**
551025	Non-Capital Scientific/Medical Equipment	22,858	0	0	**0**
551030	Non-Capital Machinery & Equipment	24,470	0	20	**13,500**
551040	Non-Capital Other	3,703	0	0	**385,300**
551045	Non-Capital Vehicles/Rolling Stock	18,400	14,300	11,720	**55,700**
Total	**Non-Capital Equipment**	**792,671**	**1,124,038**	**1,037,845**	**1,854,900**
531010	Amortization Expense	1,465	1,466	0	**1,465**
531085	Other Interest	106,500	106,500	106,500	**106,500**
532080	System Debt Service Transfers	86,951,485	127,630,336	95,574,948	**120,566,655**
532085	Renewal & Replacement Transfer	12,401,394	0	0	**0**
532110	System Improvement Transfers	82,502,121	35,088,971	66,623,011	**52,189,465**
532115	System Operating Reserve	407,676	2,050,483	1,050,483	**2,000,000**
Total	**Debt Service and Other Uses**	**182,370,641**	**164,877,756**	**163,354,942**	**174,864,085**
	Grand Total Expenditures	**427,411,250**	**420,273,516**	**420,273,516**	**431,070,811**


CITY OF HOUSTON
TEXAS

AIRPORT CAPITAL OUTLAY FUND

The Airport Capital Outlay Fund (8012) is used to budget the Houston Airport System's capital outlay expenditures that support the operations of Bush Intercontinental Airport, William P. Hobby Airport and Ellington Field. This fund receives funding transfers from the Aviation Fund. This fund is a sub-fund of the Airport's Capital Improvement Fund 8011.

Fund Summary

Fund Name : **HAS-AIF Capital Outlay**
Business Area Name : **Houston Airport System**
Fund No./Bus. Area No. : **8012 / 2800**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**0**
Revenues	9,242,312	9,242,312	**8,065,400**
Expenditures	9,242,312	9,242,312	**8,065,400**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	0	0	**0**


CITY OF HOUSTON
TEXAS

Business Area Budget Summary

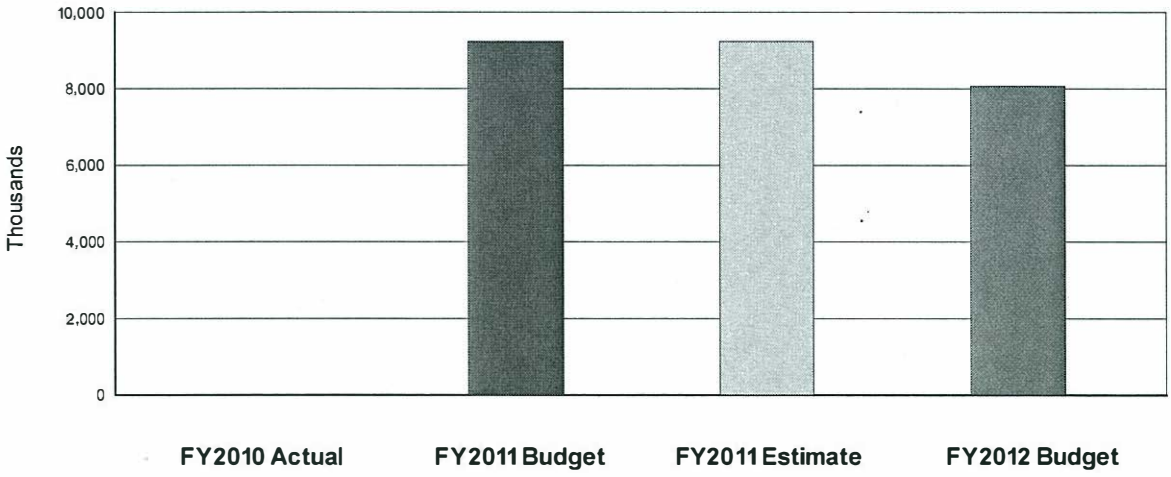
Fund Name : HAS-AIF Capital Outlay
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8012 / 2800

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	0	0	**0**
	Other Services and Charges	0	705,697	0	**0**
	Equipment	0	8,536,615	9,242,312	**8,065,400**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	0	9,242,312	9,242,312	**8,065,400**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	0	9,242,312	9,242,312	**8,065,400**
Revenues		0	9,242,312	9,242,312	**8,065,400**
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

The FY2012 Budget includes $872,314 carryover expenditures for rolling stock items that will not be received before June 30, 2011. This year's capital budget primarily includes $1,600,000 for software system upgrades and replacement of computer hardware equipment. The budget also includes $5,500,000 rolling stock replacement cost needed to support the operations of Bush Intercontinental Airport, William P. Hobby Airport and Ellington Field Airport.

HAS-AIF Capital Outlay
Houston Airport System
Expenditure Summary



Business Area Revenue Summary

Fund Name : HAS-AIF Capital Outlay
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8012 / 2800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2800010001	**HAS-Director's Office**			
490050	Transfer from Aviation Fund	9,242,312	9,242,312	**8,065,400**
Total	**Houston Airport System**	**9,242,312**	**9,242,312**	**8,065,400**

Business Area Expenditure Summary

Fund Name : HAS-AIF Capital Outlay
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8012 / 2800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520119	Computer Equipment/Software Maintenance	0	79,833	0	**0**
520160	CIP-Software	0	586,467	0	**0**
520755	Contingency	0	7,200	0	**0**
520900	CIP-Capital Equipment Acquisition	0	32,197	0	**0**
Total	**Other Services and Charges**	**0**	**705,697**	**0**	**0**
560210	Furniture Fixtures and Equipment	0	102,228	0	**25,500**
560220	Vehicles	0	5,130,701	4,021,810	**5,396,832**
560230	Computer HW and Developed SW	0	433,204	888,901	**1,190,373**
560240	Communication Equipment	0	2,802,482	4,331,601	**1,452,695**
560260	Infrastructure	0	68,000	0	**0**
Total	**Equipment**	**0**	**8,536,615**	**9,242,312**	**8,065,400**
	Grand Total Expenditures	**0**	**9,242,312**	**9,242,312**	**8,065,400**

CONVENTION AND ENTERTAINMENT FACILITIES

Description and Mission

The vision of the Convention & Entertainment Facilities Department (CEFD) is to provide convention and entertainment services that measurably enrich the lives of Houstonians and visitors. CEFD takes pride in providing first-class service to our patrons in superior, well-maintained and operated facilities.

The department's mission is to offer services and facilities that:

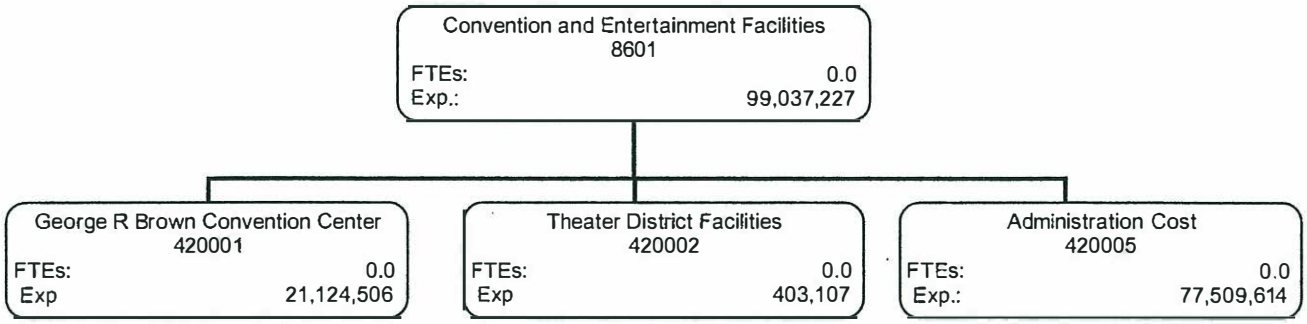
- Perform as economic generators that create business and employment opportunities in Houston;
- Provide destination and world-class venues that Houstonians can use with pride for a diverse array of gatherings and events; and,
- Promote and strengthen the cultural fabric of Houston.

Department Goals

FY2012 will present some unique financial challenges for CEFD due to the consolidation of the operations with Houston First Corporation:

- Complete the approved refunding transaction to reduce the interest rate of some of our fixed rate bonds, fix out $75M of our variable rate bonds and fully cash fund our reserve funds.
- Working through Houston First, continue the emphasis and focus on attracting conventions, meetings and tradeshows to Houston.
- Supporting and expanding the cultural arts offerings for Houstonians and visitors.

Department Organization



Fund Summary

Fund Name : **C&E - Facility Operating Fund**
Business Area Name : **Convention & Entertainment**
Fund No./Bus. Area No. : **8601 / 4200**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	48,573,918	48,573,918	**45,182,579**
Revenues	81,945,351	83,034,983	**73,733,049**
Expenditures	86,426,322	86,426,322	**99,037,227**
Revenues Over/(Under) Expenditures	(4,480,971)	(3,391,339)	**(25,304,178)**
Ending Fund Balance	44,092,947	45,182,579	**19,878,401**


CITY OF HOUSTON
TEXAS

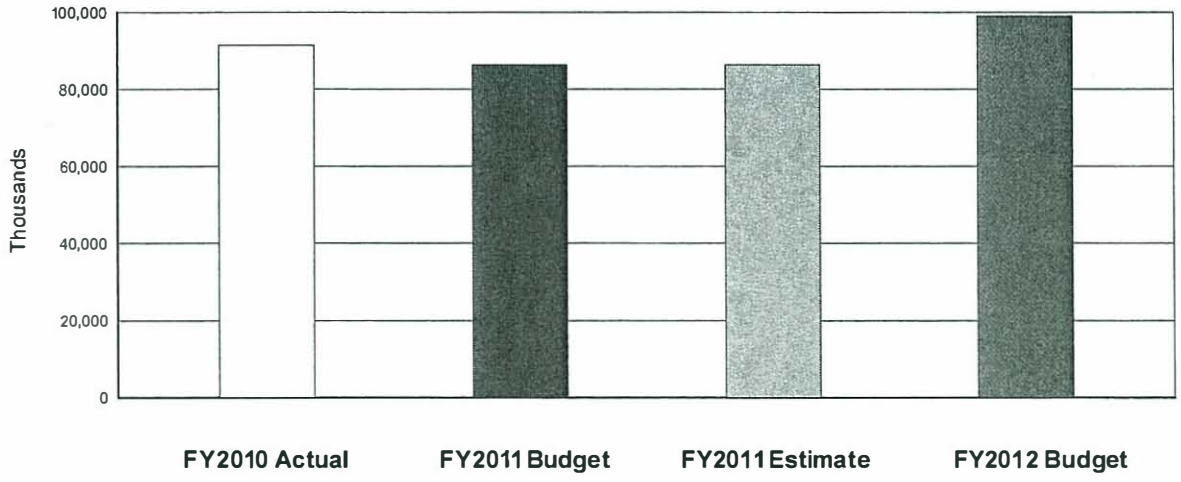
Business Area Budget Summary

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Fund Name : **C&E - Facility Operating Fund**					
Business Area Name : **Convention & Entertainment**					
Fund No./Bus. Area No. : **8601 / 4200**					
Expenditures	Personnel Services	11,167,836	10,326,788	10,279,041	**666,215**
	Supplies	728,338	715,365	559,067	**0**
	Other Services and Charges	52,921,789	54,378,659	54,492,554	**742,500**
	Equipment	182,106	244,150	215,150	**0**
	Non-Capital Equipment	80,460	124,873	168,113	**0**
	Total M & O Expenditures	65,080,529	65,789,835	65,713,925	**1,408,715**
	Debt Service & Other Uses	26,389,247	20,636,487	20,712,397	**97,628,512**
	Total Expenditures	91,469,776	86,426,322	86,426,322	**99,037,227**
Revenues		84,206,763	81,945,351	83,034,983	**73,733,049**
Staffing	Full-Time Equivalents - Civilian	116.6	119.6	119.6	**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	116.6	119.6	119.6	**0.0**
	Full-Time Equivalents - Overtime	2.2	2.0	2.0	**0.0**

Significant Budget Changes and Highlights

The adoption of the Interlocal Agreement consolidated the facility operations of the Department with the Houston First Corporation (formerly Houston Convention Center Hotel Corporation) effective July 1, 2011 leaving primarily the Pledged Revenues and Debt Service Expenditures in the Department's budget.

C&E - Facility Operating Fund
Convention & Entertainment
Expenditure Summary



Division Mission and Performance Measures

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 8601 / 4200

Name: George R Brown Convention Center -- 420001

Mission: To serve as an economic generator for the City by providing a world class destination for conventions and other meetings.

Goal:
1. Achieve 100% customer satisfaction rating from clients of the facility.
2. Maintain a safe, enjoyable and healthy environment for users of the facility.
3. To maximize the booking of available hotel rooms at surrounding hotels to assist in the sales efforts related to the George R. Brown Convention Center (GRBCC).

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Customer Survey Ratings	94.10	96.00	N/A
Facility Occupancy Days	1,991	2,583	N/A
GRB room nights generated	286,923	307,963	N/A

Name: Theater District Facilities -- 420002

Mission: To promote and strengthen the cultural fabric of Houston by maintaining first class venues for arts groups. To provide secure and efficient parking facilities for downtown workers and customers of the entertainment venues.

Goal:
1. Book events in major venues equal to 825 event days.
2. Achieve 100% in customer satisfaction ratings.
3. Maintain Theater District Garage contract parking use at 104% of capacity (3,296 spaces).

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Customer Survey - Wortham	80.9%	92.6%	N/A
Customer Survey-Jones Hall	97.0%	100.0%	N/A
Average Contract Parkers	3,324	3,185	N/A
Occup. Days - Wortham	569	567	N/A
Occup. Days - Jones Hall	246	240	N/A

Name: Bayou Place -- 420004

Mission: Serve as the City's landlord representative for these entertainment-related properties.

Goal: Ensure maximum rental revenue and compatible usage of the facility to complement downtown entertainment venues (Bayou Place, Toyota Center and Aquarium Restaurant Complex).

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Rental Revenue	620,740	559,159	N/A

Division Mission and Performance Measures

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 8601 / 4200

Name: Administration Costs -- 420005

Mission: To supervise the management of departmental assets and provide support services and guidance for departmental front-line staff.

Goal:
1. Maintain and continually refine current year capital plan and financial forecast.
2. Maintain all labor contracts with no lapse in coverage during the renewal period.
3. To maintain comprehensive accountability reporting of all departmental functions.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Review of mnthly Accountability Rpt w/Exec Staff	100%	100%	N/A
Update curr. year Capital Projects monthly	100%	100%	N/A
No lapse in cont. coverage	100%	100%	N/A

Name: Regional Tourism Center - 420007

Mission: To generate significant economic benefits to Houston, to the Region and to Texas, create Houston's real gateway to the Texas Independence Trail, promote historical and archeological sites and offer entertainment and educational opportunities for visitors.

Goal: To make every visitor aware of the unique and vast history of our city, region and state as a place of unique opportunity, excitement and mystery.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Break Ground - Spring 2012	N/A	N/A	N/A
Bldg construction progress at 20% by June 2012	N/A	N/A	N/A

Division Summary

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 8601 / 4200

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
George R Brown Convention Center 420001						
A multi-pupose facility that hosts national conventions, trade shows, consumer shows, corporate meetings and religious meetings.	32.6	43,271,264	36.2	36,680,256	**0.0**	**21,124,506**
Theater District Facilities 420002						
The Theater District is home of the Houston Symphony, Society for the Performing Arts, Stages Repertory Theater, Houston Grand Opera, Houston Ballet and Miller Outdoor Theater as well as several downtown parks, the Theater District Parking Garage, and the City surface Lots C and H.	42.2	18,929,291	43.2	19,707,971	**0.0**	**403,107**
Bayou Place 420004						
Bayou Place is a renovated entertainment complex that is home of the Angelica and Verizon Wireless Theaters and various restaurants. The Downtown Aquarium is a six-acre public venue under a joint venture agreement between the City and Landry's Inc.	0.0	79,311	0.0	76,321	**0.0**	**0**
Administration Costs 420005						
Provide policies, programs and direction to all personnel associated with sales, marketing and maintenance facilities.	41.8	29,189,910	40.2	29,958,274	**0.0**	**77,509,614**
Regional Tourism Center 420007						
Located near the George R. Brown Convention Center, it will provide out-of-town visitors with infomation on local historic sites, entertainment venues, dining options and shopping opportunities. This project will commence in late Spring 2012 and be completed by FY2013.	0.0	0	0.0	3,500	**0.0**	**0**
Total	116.6	91,469,776	119.6	86,426,322	**0.0**	**99,037,227**

Business Area Roster Summary

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 8601 / 4200

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	0.0	(1.0)
ADMINISTRATION MANAGER (EXE LEV)	26	1.0	0.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	8.8	0.0	(8.8)
ADMINISTRATIVE ASSOCIATE	13	5.0	0.0	(5.0)
ADMINISTRATIVE COORDINATOR	24	5.0	0.0	(5.0)
ADMINISTRATIVE COORDINATOR (EXE LEV)	24	2.0	0.0	(2.0)
ADMINISTRATIVE SPECIALIST	20	5.0	0.0	(5.0)
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	2.0	0.0	(2.0)
ASSISTANT C & E FACILITIES MANAGER	26	7.8	0.0	(7.8)
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	0.0	(1.0)
ASSISTANT DIRECTOR-C & E FACILITIES (EXE LEV)	32	1.0	0.0	(1.0)
ASSISTANT SUPERINTENDENT	20	2.0	0.0	(2.0)
BUILDING MAINTENANCE SUPERVISOR	13	1.0	0.0	(1.0)
C & E FACILITIES DIRECTOR	36	1.0	0.0	(1.0)
C & E FACILITIES MANAGER	29	6.0	0.0	(6.0)
CONTRACT ADMINISTRATOR	22	3.0	0.0	(3.0)
CREW LEADER	11	1.0	0.0	(1.0)
CUSTOMER SERVICE SUPERVISOR	18	1.0	0.0	(1.0)
DEPUTY DIRECTOR (EXE LEV)	34	4.0	0.0	(4.0)
DIVISION MANAGER	29	7.0	0.0	(7.0)
DIVISION MANAGER (EXE LEV)	29	2.0	0.0	(2.0)
EXECUTIVE OFFICE ASSISTANT	15	3.0	0.0	(3.0)
EXECUTIVE STAFF ANALYST	30	1.8	0.0	(1.8)
FIELD SUPERVISOR	17	1.0	0.0	(1.0)
FINANCIAL ANALYST II	18	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	2.0	0.0	(2.0)
LAN SPECIALIST	26	1.0	0.0	(1.0)
MAINTENANCE SUPERVISOR	16	7.0	0.0	(7.0)
MESSENGER	6	1.0	0.0	(1.0)
MICROCOMPUTER ANALYST	20	1.0	0.0	(1.0)
PROCUREMENT SPECIALIST	24	1.0	0.0	(1.0)
PUBLIC INFORMATION OFFICER (EXE LEV)	26	1.0	0.0	(1.0)
SENIOR ACCOUNT EXECUTIVE	22	5.0	0.0	(5.0)
SENIOR BUYER	22	1.0	0.0	(1.0)
SENIOR MICROCOMPUTER ANALYST	23	1.0	0.0	(1.0)
SENIOR OFFICE ASSISTANT	12	1.0	0.0	(1.0)
SENIOR PROJECT MANAGER	27	1.0	0.0	(1.0)
SENIOR STAFF ANALYST	28	4.0	0.0	(4.0)
SENIOR STAFF ANALYST (EXE LEV)	28	2.0	0.0	(2.0)
STAFF ANALYST	26	1.0	0.0	(1.0)

Business Area Roster Summary

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 8601 / 4200

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
STAFF ANALYST (EXE LEV)	26	1.0	0.0	(1.0)
STAGE SUPERVISOR	15	4.0	0.0	(4.0)
STAGEHAND	12	5.0	0.0	(5.0)
STUDENT INTERN I	4	1.2	0.0	(1.2)
SUPERINTENDENT	24	1.0	0.0	(1.0)
THEATER EVENT COORDINATOR	20	3.0	0.0	(3.0)
Total FTEs		**119.6**	**0.0**	**(119.6)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**119.6**	**0.0**	**(119.6)**

Business Area Revenue Summary

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 8601 / 4200

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
4200010001	**C&E-AdminGRBConvCntr**			
426290	Other Service Charges	149,609	248,490	0
426420	Building Space Rental Fees	90,200	90,200	0
431020	Contributions from Others	0	49,000	984,000
432010	Interest on Pooled Investments	1,200,000	1,220,575	0
443090	Food & Drink Concessions	1,373,342	1,839,478	0
443100	Audio Visual Concessions	334,450	464,018	0
443110	Utility Concessions	752,002	964,233	0
443140	Telephone Setup Concessions	276,954	365,009	0
443150	Telecommunications Revenue	71,659	71,659	0
443160	Vending Machine Concessions	14,500	9,285	0
443190	Retail Concessions	2,500	2,000	0
445040	Cultural/Convention Facility Rental	3,665,655	3,665,655	0
447020	Garage Parking Revenue	613,774	593,830	0
447030	Surface Parking Revenue	602,525	569,284	0
448010	Custom Services Fees	299,600	299,600	0
452030	Miscellaneous Revenue	62,500	70,525	0
Total	**C&E-AdminGRBConvCntr**	**9,509,270**	**10,522,841**	**984,000**
4200020002	**Jesse H. Jones Hall**			
426420	Building Space Rental Fees	75,929	75,929	0
443090	Food & Drink Concessions	109,689	105,830	0
443160	Vending Machine Concessions	3,500	3,000	0
443170	Other Concession Income	3,500	500	0
445040	Cultural/Convention Facility Rental	436,647	436,647	0
Total	**Jesse H. Jones Hall**	**629,265**	**621,906**	0
4200020003	**Houston Center For The Arts**			
426420	Building Space Rental Fees	194,493	184,493	0
443160	Vending Machine Concessions	100	0	0
447020	Garage Parking Revenue	9,369	9,454	0
Total	**Houston Center For The Arts**	**203,962**	**193,947**	0
4200020004	**Theater District Parks**			
426290	Other Service Charges	8,500	7,000	0
426440	Park Facility Use Fees	15,350	16,455	0
443080	Special Events Concessions	5,000	5,000	0
445040	Cultural/Convention Facility Rental	2,500	2,500	0
490010	Transfer from General Fund	100,000	100,000	0
Total	**Theater District Parks**	**131,350**	**130,955**	0
4200020005	**Gus S. Wortham Theater**			
426290	Other Service Charges	0	30,000	0
426420	Building Space Rental Fees	122,064	110,480	0
443090	Food & Drink Concessions	143,243	144,918	0
443160	Vending Machine Concessions	8,000	7,000	0
443170	Other Concession Income	2,500	1,000	0
445040	Cultural/Convention Facility Rental	769,337	769,337	0
448010	Custom Services Fees	0	500	0
452030	Miscellaneous Revenue	2,000	1,000	0
Total	**Gus S. Wortham Theater**	**1,047,144**	**1,064,235**	0
4200020006	**Miller Outdoor Theater**			
443090	Food & Drink Concessions	12,222	12,222	0

Business Area Revenue Summary

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 8601 / 4200

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
443160	Vending Machine Concessions	1,250	1,000	**0**
443190	Retail Concessions	0	500	**0**
445040	Cultural/Convention Facility Rental	31,600	32,300	**0**
452030	Miscellaneous Revenue	255,000	248,175	**0**
490080	Other Operating Transfers In	1,197,502	0	**0**
Total	**Miller Outdoor Theater**	**1,497,574**	**294,197**	**0**
4200020007	**Talento Bilingue de Houston**			
426420	Building Space Rental Fees	39,042	36,198	**0**
4200020008	**Theater District Parking**			
443160	Vending Machine Concessions	2,500	3,250	**0**
447020	Garage Parking Revenue	7,836,304	7,874,933	**8,067,614**
447030	Surface Parking Revenue	634,000	504,740	**506,768**
452030	Miscellaneous Revenue	100	0	**0**
Total	**Theater District Parking**	**8,472,904**	**8,382,923**	**8,574,382**
4200020010	**Hobby Center**			
426420	Building Space Rental Fees	0	74,541	**0**
4200040001	**Bayou Place-Downtown Aquarium**			
426290	Other Service Charges	2,000	1,200	**0**
445010	Talp Operation Agreement	75,000	75,000	**0**
445020	Houston Aquarium Agreement Revenue	250,000	250,000	**0**
445030	Houston Arena Agreement Revenue	295,740	234,159	**0**
Total	**Bayou Place-Downtown Aquarium**	**622,740**	**560,359**	**0**
4200050001	**General Administration**			
426420	Building Space Rental Fees	0	0	**1,380,000**
431020	Contributions from Others	5,292,000	3,545,381	**0**
449110	Hotel Occupancy Tax	53,500,000	56,300,000	**61,000,000**
449510	Delinquent Hotel Occupancy Tax	1,000,000	1,307,500	**1,220,000**
452030	Miscellaneous Revenue	100	0	**574,667**
Total	**General Administration**	**59,792,100**	**61,152,881**	**64,174,667**
Total	**Convention & Entertainment**	**81,945,351**	**83,034,983**	**73,733,049**

Business Area Expenditure Summary

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus. Area No. : 8601 / 4200

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	7,063,202	7,358,721	7,262,816	0
500030	Salary Part Time - Civilian	161,168	150,279	159,647	0
500060	Overtime - Civilian	140,222	123,155	120,826	0
500090	Premium Pay - Civilian	3,640	5,250	3,423	0
500110	Bilingual Pay - Civilian	15,997	16,267	17,171	0
500210	Pay for Performance-Municipal	0	0	47	0
501050	Employee Awards	1,756	1,200	1,200	0
501070	Pension - Civilian	1,047,992	1,063,543	1,119,891	0
501120	Termination Pay - Civilian	82,659	0	57,640	666,215
501160	Vehicle Allowance - Civilian	12,648	13,000	13,000	0
502010	FICA - Civilian	528,489	575,430	562,354	0
503010	Health Ins-Act Civilian	754,350	784,364	772,822	0
503015	Basic Life Insurance - Active Civilian	4,060	4,363	4,361	0
503050	Health/Life Insurance - Retiree Civilian	889,975	147,576	148,456	0
503060	Long Term Disability-Civilian	9,410	9,860	9,860	0
503090	Workers Compensation-Civilian-Admin	24,570	25,137	25,137	0
503100	Workers Compensation-Civilian-Claim	3,819	7,000	250	0
504010	Pension - GASB 27 Pension Accrual	419,853	0	0	0
504020	Compensation Contingency	0	37,478	0	0
504030	Unemployment Claims - Administration	4,026	4,165	140	0
Total	**Personnel Services**	**11,167,836**	**10,326,788**	**10,279,041**	**666,215**
511010	Chemical Gases & Special Fluids	169	650	20	0
511015	Cleaning & Sanitary Supplies	253,209	289,741	239,986	0
511020	Construction Materials	17,491	29,300	8,300	0
511025	Electrical Hardware & Parts	107,962	92,602	44,265	0
511030	Mechanical Hardware & Parts	1,262	1,500	2,000	0
511040	Audiovisual Supplies	63,582	35,213	39,735	0
511045	Computer Supplies	18,063	16,273	29,202	0
511050	Paper & Printing Supplies	2,930	11,527	2,350	0
511055	Publications & Printed Materials	8,165	3,500	1,000	0
511060	Postage	3,171	2,750	2,000	0
511070	Miscellaneous Office Supplies	46,748	55,800	36,878	0
511090	Medical & Surgical Supplies	3,036	2,975	3,525	0
511110	Fuel	25,065	28,854	17,513	0
511115	Vehicle Repair & Maintenance Supplies	1,357	9,650	10,000	0
511120	Clothing	4,464	5,850	5,800	0
511125	Food Supplies	999	3,125	3,098	0
511135	Recreational Supplies	23,099	0	120	0
511140	Landscaping & Gardening Supplies	0	500	0	0
511145	Small Tools & Minor Equipment	4,889	5,000	9,275	0
511150	Miscellaneous Parts & Supplies	142,677	120,555	104,000	0
Total	**Supplies**	**728,338**	**715,365**	**559,067**	**0**
520100	Temporary Personnel Services	129,132	110,349	138,607	0
520101	Janitorial Services	2,951,266	3,167,400	3,017,848	0
520102	Security Services	3,944,121	4,122,418	3,787,314	0
520105	Accounting & Auditing Services	2,439	0	0	0
520106	Architectural Services	56,748	201,755	309,495	0
520107	Computer Info/Contr	0	0	1,580	0
520109	Medical Dental & Laboratory Services	655	500	0	0
520110	Management Consulting Services	194,043	225,162	394,500	0
520111	Real Estate Services	80,000	69,500	66,000	0
520112	Banking Services	238,892	712,500	532,819	725,000

Business Area Expenditure Summary

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus. Area No. : 8601 / 4200

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520114	Miscellaneous Support Services	2,765	3,300	23,810	0
520118	Refuse Disposal	70,981	95,076	36,626	0
520119	Computer Equipment/Software Maintenance	44,102	46,828	68,500	0
520120	Communications Equipment Services	2,547	5,259	1,259	0
520121	IT Application Svcs	16,790	11,850	12,550	0
520123	Vehicle & Motor Equipment Services	21,033	24,750	7,758	0
520124	Other Equipment Services	25,721	92,200	29,800	0
520126	Construction Site Work Services	809,173	814,942	435,219	0
520127	Structural Construction Work Services	126	700,930	1,223,930	0
520132	Contracts/Sponsorships	2,642,500	2,600,000	2,600,000	0
520137	C&E Parking Contract Svcs	2,375,698	2,196,703	2,205,920	0
520140	Civic Arts	16,856	0	0	0
520141	Engineering Services	203,339	91,307	78,000	0
520143	Credit/Bank Card Services	18,787	15,150	24,467	0
520160	CIP-Software	0	45,326	45,326	0
520510	Mail/Delivery Services	6,215	6,500	4,000	0
520515	Print Shop Services	3,811	2,725	2,520	0
520520	Printing & Reproduction Services	2,018	7,250	12,000	0
520605	Advertising Services	12,101,215	12,305,000	12,949,000	0
520705	Insurance Fees	1,127,608	1,180,647	1,165,235	0
520715	Arbitrage Expenses	112,273	0	7,500	7,500
520735	Tax Refunds	998,276	473,729	317,865	0
520755	Contingency	18,946	73,146	69,721	0
520760	Contributions	10,152,649	10,325,500	10,865,900	0
520765	Membership & Professional Fees	10,662	9,842	7,105	0
520805	Education & Training	25,281	23,370	16,410	0
520900	CIP-Capital Equipment Acquisition	23,700	0	0	0
520905	Travel - Training Related	26,627	25,000	11,184	0
520910	Travel - Non-Training Related	3,883	2,000	2,450	0
521305	Indirect Cost Recovery Payment	940,024	741,815	397,248	0
521405	Building Maintenance Services	5,645,120	5,679,884	5,383,160	0
521410	Sewer Services	209,421	248,911	320,912	0
521415	Land and Grounds Maintenance	412,794	365,997	374,144	0
521435	Water Services	334,467	413,761	513,872	0
521505	Electricity	5,422,090	5,460,231	5,107,551	0
521510	Natural Gas	274,719	216,018	193,970	0
521515	Electricity Fran Fee Exp	118,795	128,888	132,316	0
521605	Data Services	15,497	49,900	19,974	0
521610	Voice Services	340,174	279,850	315,786	0
521620	Voice Equipment	2,557	0	0	0
521625	Voice Labor	2,868	1,500	50	0
521630	GIS Revolving Fund Services	0	4,736	4,736	0
521705	Vehicle/Equipment Rental/Lease	403	0	4,025	0
521715	Office Equipment Rental	62,733	58,469	69,178	0
521725	Other Rental	6,268	3,204	6,500	0
521905	Legal Services	213,228	187,100	363,588	0
522205	Metro Commuter Passes	9,105	13,548	7,025	0
522305	Freight Charges	8	500	600	0
522430	Miscellaneous Other Services & Charges	154,573	107,400	120,850	0
522715	Interfund Electrical Maintenance	15,979	15,979	15,979	0
522720	Interfund Payroll Services	0	73,107	73,060	0
522730	Interfund Engineering Services	39,289	133,000	218,711	0
522740	Interfund Police Service	17,447	0	0	0

Business Area Expenditure Summary

Fund Name : **C&E - Facility Operating Fund**
Business Area Name : **Convention & Entertainment**
Fund No./Bus. Area No. : **8601 / 4200**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
522755	Interfund Fire Protection Service	8,535	20,074	17,226	**0**
522760	Interfund Billing & Collection Service	209,147	226,873	224,875	**0**
531160	Issuance Expense Cost-Commercial Paper	5,670	160,000	135,000	**10,000**
Total	**Other Services and Charges**	**52,921,789**	**54,378,659**	**54,492,554**	**742,500**
560120	Capital Exp-Building and Bldg Improvement	39,260	17,641	17,641	**0**
560210	Furniture Fixtures and Equipment	142,846	169,000	139,920	**0**
560220	Vehicles	0	7,274	7,259	**0**
560230	Computer HW and Developed SW	0	50,235	50,330	**0**
Total	**Equipment**	**182,106**	**244,150**	**215,150**	**0**
551015	Non-Capital Computer Equipment	3,191	19,793	19,793	**0**
551020	Non-Capital Communication Equipment	57,183	40,296	83,536	**0**
551030	Non-Capital Machinery & Equipment	5,854	49,980	49,980	**0**
551040	Non-Capital Other	14,232	14,804	14,804	**0**
Total	**Non-Capital Equipment**	**80,460**	**124,873**	**168,113**	**0**
531085	Other Interest	210,094	389,626	346,779	**575,259**
531135	Interfund Transfers	1,000,000	2,040,484	2,091,394	**0**
531140	Transfers for Principal	11,616,667	12,735,833	12,735,833	**14,199,164**
531145	Transfers for Interest	5,470,619	4,858,429	4,899,208	**5,850,030**
532005	Transfers to General Fund	7,976,291	612,115	503,397	**10,403,107**
532025	Transfers to Special Revenues	115,576	0	135,786	**0**
532040	Transfers to Component Unit	0	0	0	**66,600,952**
Total	**Debt Service and Other Uses**	**26,389,247**	**20,636,487**	**20,712,397**	**97,628,512**
	Grand Total Expenditures	**91,469,776**	**86,426,322**	**86,426,322**	**99,037,227**

COMBINED UTILITY SYSTEM

Description and Mission

The Combined Utility System of the Public Works & Engineering Department is composed of three separate funds: the Water and Sewer System Operating Fund 8300, the Combined Utility System Operating Fund 8301 and the Combined Utility System General Purpose Fund 8305. The latter fund is described under the appropriate section.

The department's mission is to plan, design and maintain Houston's critical public infrastructure systems to provide excellent drinking water and wastewater collection and treatment, as well as, manage and monitor the department's financial, material, and utility billing and collection resources and do so responsively, efficiently, and in an environmentally responsible fashion.

Department Short Term Goals:

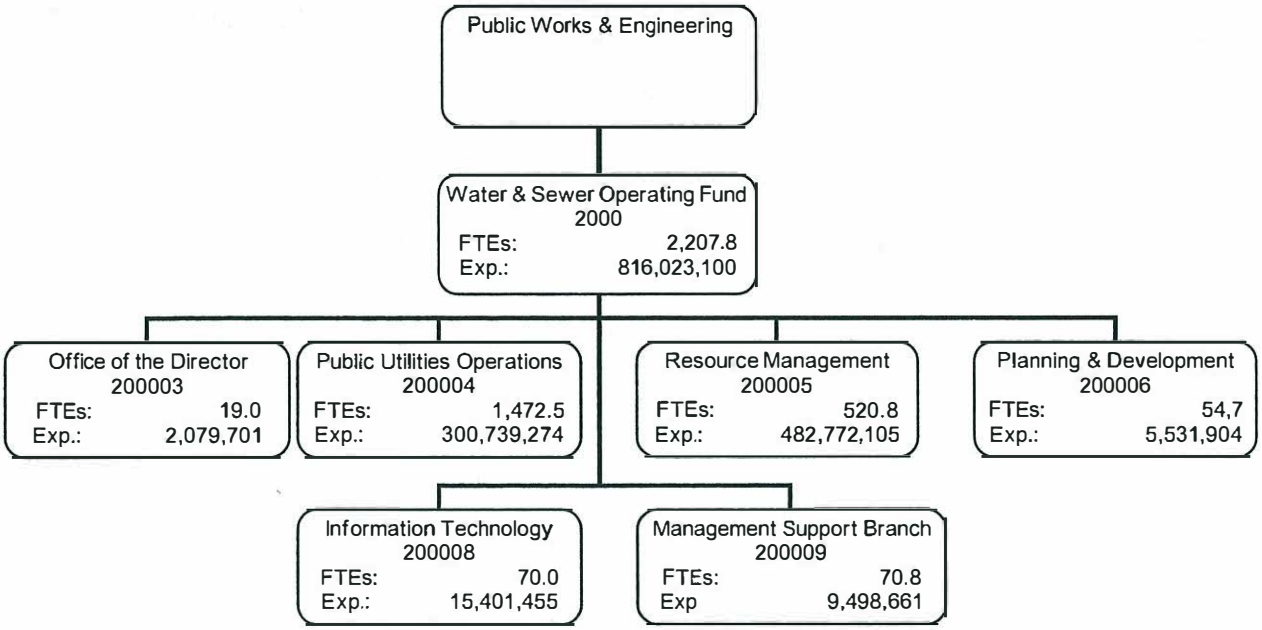
- Further reduce the City's use of groundwater to achieve compliance with mandates of Harris Galveston Coastal Subsidence District.
- Maintain compliance with the Texas Commission on Environmental Quality (TCEQ) and Environmental Protection Agency (EPA).
- Complete installation of fixed network system and implementation of automated meter reading functionality to enhance consumption data collection, improve services to water customers through leak identification, usage patterns and billing accuracy.
- Complete expansion of City's WiMax network system.
- Implement an Integrated Disaster Recovery/Data Storage System for consolidated mainframe and open systems.

Department Long Term Goals:

- Continue to train and develop a group of professional water and wastewater managers and operators to ensure continued reliable and efficient operation of the utility in the coming decades.
- Continue neighborhood sanitary sewer rehabilitation program. This will provide a reliable system to the citizens and reduce repair costs in the future.
- Continue fire hydrant rehabilitation program. This will provide reliable water access to City firefighters in response to future fire emergency calls that protect citizen lives and property.
- Implement and support all department wide wireless WiMax initiatives.
- Replace Legacy Water Customer Information System (WCIS) Billing System and Customer Information System (CIS) Hansen Billing System.

COMBINED UTILITY SYSTEM

Department Organization



Fund Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **8300 / 2000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	33,693,185	33,693,185	**133,065,321**
Revenues	892,064,239	850,694,478	**890,243,700**
Expenditures	813,955,923	751,322,342	**816,023,100**
Revenues Over/(Under) Expenditures	78,108,316	99,372,136	**74,220,600**
Ending Fund Balance	111,801,501	133,065,321	**207,285,921**

Business Area Budget Summary

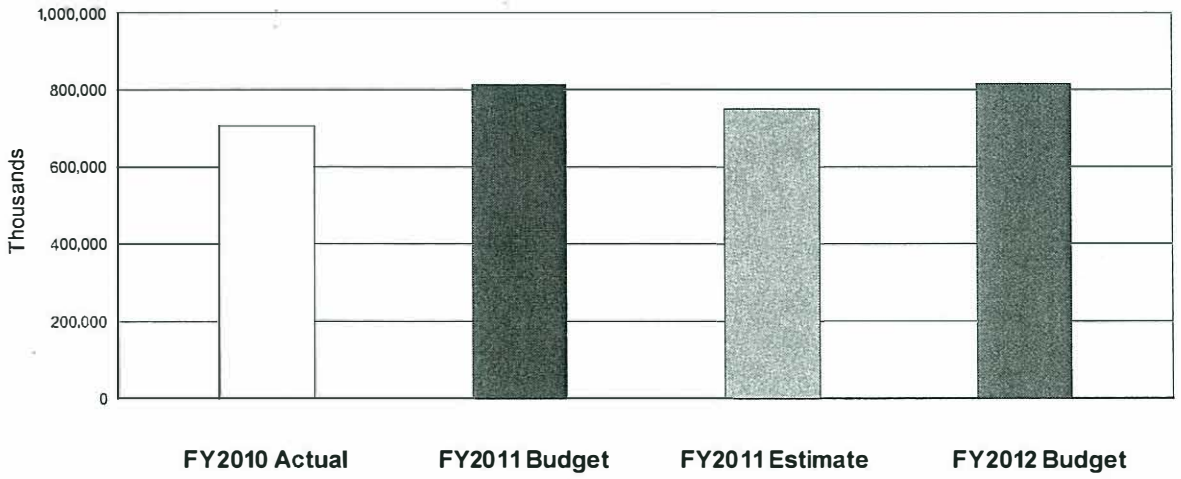
Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	147,600,148	155,512,598	144,688,298	**152,873,200**
	Supplies	35,694,230	47,495,659	47,098,873	**50,836,500**
	Other Services and Charges	193,176,641	196,819,191	198,556,116	**207,654,500**
	Equipment	336,000	0	0	**0**
	Non-Capital Equipment	1,871,070	3,245,397	3,362,605	**3,388,600**
	Total M & O Expenditures	378,678,089	403,072,845	393,705,892	**414,752,800**
	Debt Service & Other Uses	328,145,406	410,883,078	357,616,450	**401,270,300**
	Total Expenditures	706,823,495	813,955,923	751,322,342	**816,023,100**
Revenues		757,535,657	892,064,239	850,694,478	**890,243,700**
Staffing	Full-Time Equivalents - Civilian	2,185.1	2,278.9	2,095.5	**2,207.8**
	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	2,185.1	2,278.9	2,095.5	**2,207.8**
	Full-Time Equivalents - Overtime	152.9	107.2	133.6	**124.8**

Significant Budget Changes and Highlights

- o Personnel costs decrease due to a reduction in staffing related to the HR consolidation.
- o Supplies increase due to projected price increases in various bulk chemicals and fuel.
- o Services increase due to the addition of a new TV cleaning contract which uses cameras to gauge the amount of debris in the water and sewer lines, as well as, more pump repairs will be performed in the Operation and contract price increases related to the dry pump contract.
- o Revenue decrease due to commercial customers and water authority taking less water than previously budgeted partially offset by a rate increase that went into effect on June 1, 2010.

Water and Sewer Operating Fund
Public Works & Engineering
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Name: Office of the Director -- 200003

Mission: Provide executive leadership and strategic planning for all divisions within the department related to, but not limited to, the operation and maintenance of the City's streets and drainage, traffic systems, production and distribution of water, collection and treatment of wastewater, permitting and regulation of public and private construction.

Goal: Oversee the department's services to Houston citizens through the planning, operation, maintenance, construction management and technical engineering of the City's public infrastructure.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Response time to Mayor service request (days)	N/A	6.4	**7**
Monitor POP contracts	139	250	**275**
Mgt support to divisions	100%	100%	**100%**
Open records request(days)	N/A	5	**5**

Name: Public Utilities Division -- 200004

Mission: Be the nation's leading Public Utility, champion for the environment, providing reliable service of exceptional quality to the most satisfied customers in the nation.

Goal: Deliver the most cost-effective and efficient water and wastewater products and services, as compared to the ten largest utilities in the Nation.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
TSS/BOD/NH3 Treatment Prmt	15/10/3	15/10/3	**15/10/3**
TCEQ Pipe Renwl/Cleaning	600K/2M LF	600K/2M LF	**600K/2M LF**
DW TCEQ Permit Violations	0	0	**0**
GRP Permits- Areas1/2/3(%)	100/87/63	100/80/30	**100/95/30**
UMB Water/WW Repairs	12.6K/2.3K	8.5K/2.1K	**9.0K/2.1K**

Name: Resource Management Division -- 200005

Mission: Provide timely, effective and efficient financial, purchasing and warehousing support to all PWE divisions; to provide timely payments to all PWE vendors; and to provide superior customer service to all water and sewer customers in the City of Houston.

Goal: Ensure the accuracy and timeliness of financial statements; improve customer services through additional training; improve inventory turnover and timely procurement of goods; provide training opportunities for the Department's employees and other organizations.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Meters located and read	93.23%	96.52%	**98%**
Collection rate	99.52%	98%	**98%**
Inventory turnover rate	1.21	1.30	**1.35**
Process Invoice w/in10days	100%	100%	**100%**
Total attendance at EBCape	26,175	29,151	**30,550**

Division Mission and Performance Measures

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Name: Planning & Development Services -- 200006

Mission: Responsible for infrastructure planning to meet the City's short and long term needs for streets, storm drainage, water, and wastewater systems. Provide protection of the sanitary sewer collection system and wastewater treatment plants through issuance of wastewater capacity reservations. Review requests for new water districts and long range planning for water/sewer projects. Manage the Brownsfield Redevelopment Program.

Goal: Connect water and waste capacity allocations to GIS system for improved tracking and analysis; develop a database to efficiently track impact fees, water service requests and capacity allocation; integrate Utility Analysis payment method into a single point of sale service at the Washington Facility; integrate Wastewater Capacity Reservation (WCR) application records with the Integrated Land Management System (ILMS) and improve customer service.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
WCR letters w/in 12 days	98%	98%	**98%**
Research/application for Brownsfield proposals	50%	100%	**100%**

Name: Information Technology -- 200008

Mission: Create, build and maintain the most innovative, reliable and cost-effective technological solutions available for the public infrastructure systems; thereby, providing users with secure data, prompt response time and high availability.

Goal: Align technology with business needs by streamlining systems and applications; thereby, reducing manual requirements and overall department costs.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Enterprise server avail (downtime less than 0.1%)	100%	99.99%	**99.90%**
Distributed servers avail (downtime less than 0.5%)	N/A	N/A	**99.50%**

Name: Management Support Branch -- 200009

Mission: Build and sustain partnerships with the department's leaders to address resource management needs, issues and challenges that arise in the process of accomplishing the department's core services.

Goal: Accomplish the mission through leadership on human resources issues, training, development, recruitment, performance management and measurements, as well as, expert advice and counsel.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Facility inspections	110	172	**170**
Injury cases processed	358	345	**345**
Security survey reports	N/A	2,000	**2,300**
Operational/contract audit	50	50	**53**
Monitor constr/svc contrac	96	96	**96**

Division Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Office of the Director 200003						
Assist the Director in the daily administrative operation of the PWE Department; provide oversight for the Chief of Staff Office, Management Support and Information Technology Branches. Review departmental correspondence and requests for action. Provide information to the broadcast media, respond to citizens' inquiries and open record requests. Respond to customer complaints from all constituents.	30.5	2,654,064	30.2	3,018,278	**19.0**	**2,079,701**
Public Utilities Division 200004						
Produces and supplies potable drinking water throughout Harris County and portions of surrounding counties. Treats domestic and industrial wastewater, meets all regulatory mandates and requirements and plans future water supplies for the region.	1,441.8	275,448,643	1,399.5	281,387,324	**1,472.5**	**300,739,274**
Resource Management Division 200005						
Manage, monitor and control the department's finances; read and maintain customers' water/sewer meters; produce water/sewer bills; receive and process invoice payments; process and coordinate procurement and contract-related activities, as well as, warehouse and distribute general inventory items for the department.	510.3	408,821,834	479.4	439,923,421	**520.8**	**482,772,105**
Planning & Development Services 200006						
Respond to 90% of wastewater capacity reservations (WCR) applications within 12 days. Work with non-profit organizations, developers and private land owners to revitalize environmentally challenged sites.	60.7	5,373,521	58.4	5,322,966	**54.7**	**5,531,904**
Information Technology 200008						
Implements, installs, configures, supports, and maintains computer hardware, software, telecommunication, SCADA, WiMax network, and security systems that enable the development, modification and maintenance of core application programs for mission critical systems. Provides data management, business continuity and disaster recovery services.	62.7	8,726,807	65.0	13,535,689	**70.0**	**15,401,455**

Division Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Management Support Branch 200009						
The Management Support Branch includes personnel working in the areas of Safety, Security, Training, Workers' Compensation, Records Management, Internal Audit, and Contract Compliance.	79.1	5,798,626	63.0	8,134,664	**70.8**	**9,498,661**
Total	2,185.1	706,823,495	2,095.5	751,322,342	**2,207.8**	**816,023,100**

Business Area Roster Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNT CLERK	10	3.0	3.0	
ACCOUNTANT	17	7.0	6.0	(1.0)
ACCOUNTANT ASSOCIATE	14	11.0	10.5	(0.5)
ACCOUNTANT MANAGER	27	1.0	1.0	
ACCOUNTANT SUPERVISOR	24	2.0	2.0	
ADMINISTRATION MANAGER	26	11.0	12.0	1.0
ADMINISTRATIVE AIDE	10	10.0	8.0	(2.0)
ADMINISTRATIVE ASSISTANT	17	60.0	52.0	(8.0)
ADMINISTRATIVE ASSOCIATE	13	37.0	31.0	(6.0)
ADMINISTRATIVE COORDINATOR	24	20.0	19.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	30.0	22.0	(8.0)
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	1.0	0.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	5.0	7.0	2.0
ASSISTANT CHIEF INSPECTOR	25	2.0	2.0	
ASSISTANT CUSTOMER SERVICE MANAGER	26	3.0	3.0	
ASSISTANT DIRECTOR (EXE LEV)	32	6.0	6.0	
ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV)	34	5.0	7.0	2.0
ASSISTANT INDUSTRIAL MECHANIC	11	2.0	2.0	
ASSISTANT OPERATIONS MANAGER	22	1.0	1.0	
ASSISTANT PUBLIC WORKS MAINTENANCE MANAGER	26	12.0	12.0	
ASSISTANT PUBLIC WORKS OPERATIONS MANAGER	26	9.0	9.0	
ASSISTANT SUPERINTENDENT	20	2.0	2.0	
AUDITOR	17	1.0	1.0	
AUDITOR MANAGER	28	1.0	1.0	
BUILDING MAINTENANCE SUPERVISOR	13	1.0	1.0	
BUYER	16	8.0	7.0	(1.0)
CAR ATTENDANT LEADER	10	2.0	2.0	
CAR ATTENDANT SUPERVISOR	13	1.0	1.0	
CARPENTER	14	2.0	1.0	(1.0)
CHEMIST I	14	2.0	1.0	(1.0)
CHEMIST II	17	13.0	12.0	(1.0)
CHEMIST III	21	10.0	10.0	
CHEMIST IV	23	5.0	5.0	
CHIEF INSPECTOR	27	1.0	1.0	
CLERK	5	1.0	1.0	
COLLECTIONS SUPERVISOR	18	1.0	1.0	
COMMUNITY INVOLVEMENT COORDINATOR	22	1.0	1.0	
COMPUTER OPERATOR	10	3.0	5.0	2.0
CONTRACT ADMINISTRATOR	22	3.0	3.0	
CONTRACT COMPLIANCE OFFICER	15	5.0	4.0	(1.0)
CONTRACT COMPLIANCE SUPERVISOR	22	4.0	5.0	1.0
CUSTOMER SERVICE CASHIER	12	3.0	3.0	
CUSTOMER SERVICE CLERK	10	1.0	1.0	
CUSTOMER SERVICE MANAGER	29	1.0	2.0	1.0
CUSTOMER SERVICE REP. I	13	61.7	62.6	0.9
CUSTOMER SERVICE REP. II	15	32.0	34.0	2.0
CUSTOMER SERVICE REP. III	16	34.0	35.0	1.0
CUSTOMER SERVICE SECTION CHIEF	22	8.5	9.0	0.5
CUSTOMER SERVICE SUPERVISOR	18	12.5	11.5	(1.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	7.0	8.0	1.0
DEPUTY CITY CONTROLLER (EXE LEV)	36	1.0	0.0	(1.0)
DEPUTY DIRECTOR-PUBLIC WORKS	36	2.0	2.0	
DIVISION MANAGER	29	13.0	13.0	
ELECTRICAL ESTIMATOR	23	1.0	1.0	
ELECTRICAL SUPERINTENDENT	26	3.0	1.0	(2.0)

Business Area Roster Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ELECTRICIAN	18	8.0	9.0	1.0
ENGINEER	26	14.0	18.0	4.0
ENVIRONMENTAL INVESTIGATOR I	14	3.0	1.0	(2.0)
ENVIRONMENTAL INVESTIGATOR II	16	3.0	2.0	(1.0)
ENVIRONMENTAL INVESTIGATOR III	20	8.0	8.0	
ENVIRONMENTAL INVESTIGATOR IV	23	5.0	5.0	
ENVIRONMENTAL INVESTIGATOR V	28	5.0	5.0	
EXECUTIVE OFFICE ASSISTANT	15	4.0	4.0	
EXECUTIVE STAFF ANALYST	30	4.0	3.5	(0.5)
FACILITIES TECHNICIAN I	9	14.0	19.0	5.0
FIELD SUPERVISOR	17	76.0	77.0	1.0
FINANCIAL ANALYST I	15	0.0	2.0	2.0
FINANCIAL ANALYST II	18	9.0	7.0	(2.0)
FINANCIAL ANALYST III	21	4.0	5.0	1.0
FINANCIAL ANALYST IV	25	6.0	8.0	2.0
FIXED ASSET SPECIALIST	13	1.0	1.0	
GENERAL SUPERINTENDENT	21	2.0	3.0	1.0
GIS ANALYST	20	6.0	6.0	
GIS MANAGER	29	1.0	1.0	
GIS SUPERVISOR	26	1.0	1.0	
GIS TECHNICIAN	12	3.0	0.0	(3.0)
GRADUATE ENGINEER	22	36.0	34.0	(2.0)
GRAPHIC DESIGNER	17	1.0	1.0	
HUMAN RESOURCES ASSISTANT	13	2.0	2.0	
HUMAN RESOURCES MANAGER	27	5.0	3.0	(2.0)
HUMAN RESOURCES SPECIALIST	17	1.0	0.0	(1.0)
HUMAN RESOURCES SUPERVISOR	24	7.0	2.0	(5.0)
HUMAN RESOURCES TECHNICIAN	12	3.0	3.0	
INDUSTRIAL MECHANIC	17	4.0	4.0	
INFORMATION SYSTEMS ADMIN. (EXE LEV)	30	2.0	1.0	(1.0)
INFORMATION SYSTEMS ADMINISTRATOR	30	0.0	2.0	2.0
INSPECTOR	18	61.0	59.0	(2.0)
INVENTORY MANAGEMENT CLERK	9	12.0	11.0	(1.0)
INVENTORY MANAGEMENT SUPERVISOR	17	10.0	10.0	
IRM MANAGER	29	3.0	2.0	(1.0)
IRON WORKER	13	1.0	1.0	
IT PROJECT MANAGER	28	4.0	4.0	
LABORATORY MANAGER	28	2.0	2.0	
LABORATORY SUPERVISOR	24	3.0	3.0	
LABORER	4	3.0	3.0	
LAN SPECIALIST	26	3.0	4.0	1.0
MAINTENANCE MECHANIC II	12	6.0	4.0	(2.0)
MAINTENANCE MECHANIC III	14	13.0	8.0	(5.0)
MAINTENANCE SUPERVISOR	16	4.0	3.0	(1.0)
MANAGEMENT ANALYST I	15	1.0	1.0	
MANAGEMENT ANALYST II	18	5.0	5.0	
MANAGEMENT ANALYST III	21	6.0	7.5	1.5
MANAGEMENT ANALYST IV	25	11.0	9.0	(2.0)
MANAGING ENGINEER	31	15.0	14.0	(1.0)
MECHANIC III	19	1.0	1.0	
METER READER	7	22.0	8.0	(14.0)
MICROBIOLOGIST I	14	1.0	0.0	(1.0)
MICROBIOLOGIST III	21	1.0	1.0	
OFFICE SERVICE MANAGER	23	3.0	3.0	
OFFICE SUPERVISOR	17	8.0	7.0	(1.0)
OPERATIONS MANAGER	27	1.0	1.0	

Business Area Roster Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
OPERATIONS SUPERVISOR	18	2.0	2.0	
PAINTER	11	1.0	1.0	
PAINTER LEADER	15	1.0	1.0	
PBX ATTENDANT	8	1.0	1.0	
PLANT OPERATOR	11	50.0	48.0	(2.0)
PLANT OPERATOR SUPERVISOR	19	34.0	36.0	2.0
PLANT OPERATOR TRAINEE	6	27.0	29.0	2.0
PLUMBER LEADER	18	1.0	1.0	
PROCUREMENT SPECIALIST	24	2.0	3.8	1.8
PROGRAMMER ANALYST II	19	4.0	3.0	(1.0)
PROGRAMMER ANALYST III	22	5.0	4.0	(1.0)
PROGRAMMER ANALYST IV	25	13.0	12.0	(1.0)
PROJECT MANAGER	24	23.0	22.0	(1.0)
PROJECT TECHNICIAN I	8	1.0	1.0	
PROJECT TECHNICIAN II	13	2.0	2.0	
PROJECT TECHNICIAN III	17	13.0	13.0	
PROJECT TECHNICIAN IV	20	9.0	9.0	
PUBLIC LOSS INVESTIGATOR	22	1.0	1.0	
PUBLIC WORKS DIRECTOR	39	1.0	1.0	
PUBLIC WORKS MAINTENANCE MANAGER	29	14.0	15.0	1.0
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	30.0	32.0	2.0
PUBLIC WORKS OPERATIONS MANAGER	29	5.0	6.0	1.0
PUBLIC WORKS OPERATIONS SECTION CHIEF	22	17.0	14.0	(3.0)
RADIO INSTALLER	6	1.0	0.0	(1.0)
RECORDS SUPERVISOR	18	1.0	1.0	
RECORDS TECHNICIAN	9	2.0	2.0	
SAFETY ADMINISTRATOR	27	1.0	1.0	
SAFETY COORDINATOR	15	2.0	2.0	
SAFETY OFFICER	21	3.0	2.0	(1.0)
SAFETY REPRESENTATIVE	19	11.0	10.0	(1.0)
SAFETY SUPERVISOR	24	1.0	1.0	
SECURITY OFFICER LEADER	12	6.0	6.0	
SEMI-SKILLED LABORER	6	35.0	30.0	(5.0)
SENIOR ACCOUNT CLERK	13	6.0	5.0	(1.0)
SENIOR ACCOUNTANT	20	1.0	2.0	1.0
SENIOR AUDITOR	21	4.0	4.0	
SENIOR BUYER	22	11.0	12.0	1.0
SENIOR CLERK	8	3.0	4.0	1.0
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	
SENIOR COMMUNITY LIAISON	23	1.0	1.0	
SENIOR COMPUTER OPERATOR	14	9.0	7.0	(2.0)
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR CONTRACT COMPLIANCE OFFICER	18	7.0	7.0	
SENIOR CUSTOMER SERVICE CLERK	12	5.0	4.0	(1.0)
SENIOR DATA CONTROL CLERK	12	3.0	3.0	
SENIOR DATA ENTRY OPERATOR	12	6.0	6.0	
SENIOR DISPATCHER	12	19.0	14.0	(5.0)
SENIOR FIXED ASSET SPECIALIST	17	2.0	2.0	
SENIOR GIS ANALYST	24	2.0	2.0	
SENIOR GIS TECHNICIAN	17	10.0	13.0	3.0
SENIOR HUMAN RESOURCES SPECIALIST	21	7.0	0.0	(7.0)
SENIOR IMAGING TECHNICIAN	13	1.0	1.0	
SENIOR INSPECTOR	22	11.5	13.5	2.0
SENIOR INSTRUMENT TECHNICIAN	14	3.0	3.0	
SENIOR INVENTORY MANAGEMENT CLERK	12	29.0	26.0	(3.0)
SENIOR IT PROJECT MANAGER (EXE LEV)	30	0.0	1.0	1.0

Business Area Roster Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR MICROCOMPUTER ANALYST	23	1.0	1.0	
SENIOR PLAN ANALYST	18	9.0	9.0	
SENIOR PLANT OPERATOR	15	61.0	67.0	6.0
SENIOR PROCUREMENT SPECIALIST	27	1.5	2.0	0.5
SENIOR PROJECT MANAGER	27	23.0	24.0	1.0
SENIOR PUBLIC LOSS INVESTIGATOR	24	2.0	2.0	
SENIOR SLUDGE PROCESSOR	15	13.0	13.0	
SENIOR STAFF ANALYST	28	4.5	6.5	2.0
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
SENIOR SUPERINTENDENT	27	1.0	1.0	
SENIOR TELECOMMUNICATIONS SPECIALIST	21	3.0	3.0	
SENIOR TRAINER	21	9.0	8.0	(1.0)
SENIOR UTILITY MECHANIC	16	52.0	65.0	13.0
SLUDGE PROCESSOR	11	2.0	2.0	
STAFF ANALYST	26	8.0	7.0	(1.0)
STAFF ANALYST (EXE LEV)	26	2.0	0.0	(2.0)
STUDENT INTERN II	10	2.5	2.0	(0.5)
SUPERINTENDENT	24	7.0	7.0	
SUPERVISING ENGINEER	29	21.0	22.0	1.0
SYSTEMS ACCOUNTANT III	27	1.0	1.0	
SYSTEMS CONSULTANT	26	15.0	15.0	
SYSTEMS SUPPORT ANALYST I	16	3.0	3.0	
SYSTEMS SUPPORT ANALYST II	19	8.0	8.0	
SYSTEMS SUPPORT ANALYST IV	25	4.0	4.0	
TECHNICAL HARDWARE ANALYST I	17	11.0	12.0	1.0
TECHNICAL HARDWARE ANALYST II	21	41.0	46.0	5.0
TECHNICAL HARDWARE ANALYST III	23	23.0	21.0	(2.0)
TELECOMMUNICATIONS SPECIALIST	18	1.0	1.0	
TRAINER	17	2.0	2.0	
TRAINING ADMINISTRATOR	24	4.0	4.0	
TRAINING COORDINATOR	24	0.0	1.0	1.0
UTILITY MECHANIC	12	36.0	45.0	9.0
UTILITY WORKER	12	521.0	529.0	8.0
WATER SERVICE INSPECTOR I	11	57.0	72.0	15.0
WATER SERVICE INSPECTOR II	15	22.0	23.0	1.0
WATER SERVICE INSPECTOR III	17	16.0	15.0	(1.0)
WEB COORDINATOR	17	1.0	1.0	
WEBMASTER	26	1.0	1.0	
Total FTEs		**2,376.7**	**2,364.4**	**(12.3)**
Less adjustment for Civilian Vacancy Factor		**97.8**	**156.6**	**58.8**
Full-Time Equivalents		**2,278.9**	**2,207.8**	**(71.1)**

Business Area Revenue Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000030009	**PWE - Small Business Development**			
424110	Other Interfund Services	1,045,477	1,045,477	**334,300**
2000040003	**PWE - Operations Support**			
445050	Cell Tower Revenue	25,000	25,000	**25,000**
2000040004	**PWE - Management & Quality Control**			
456115	Industrial Waste Discharge Permits	6,500	4,000	**7,000**
456180	Fertilizer Sales	160,000	120,000	**160,000**
Total	**PWE - Management & Quality Control**	**166,500**	**124,000**	**167,000**
2000040021	**PWE - System Maintenance**			
434245	Sale of Capital Assets - Vehicles	200,000	100,000	**200,000**
2000050002	**PWE - Financial Management**			
422155	Intergovernmental Revenue - Other	0	129,575	**0**
426330	Miscellaneous Copies Fees	15,000	15,000	**15,000**
426420	Building Space Rental Fees	1,000	1,650	**1,600**
426430	Facility Rental Fees	6,651,298	6,897,297	**6,831,400**
428030	Release of Liens	100	147	**500**
428080	Returned Check Charges	260,000	260,000	**260,000**
432010	Interest on Pooled Investments	10,000,000	6,809,000	**6,700,000**
434205	Sale of Scrap Metal	20,000	43,616	**65,000**
434215	Sale of Non-Capital Rolling Stock	10,000	0	**10,000**
434225	Sale of Non-Capital Equip. & Merchandise	8,000	0	**8,000**
434235	Sale of Capital Assets	25,000	479,221	**25,000**
434240	Sale of Capital Assets-Land/Streets	100,000	121,063	**0**
434305	Judgments & Claims	12,000	94,668	**12,000**
434335	Recover Damage-Infrastructure	100,000	60,000	**100,000**
434505	Prior Year Expenditure Recovery	0	1,089	**0**
434510	Prior Year Revenue	0	(7,125)	**0**
452020	Recoveries & Refunds	50,000	215,179	**50,000**
452030	Miscellaneous Revenue	30,000	37,954	**30,000**
453010	Retail Water Sales	336,867,101	336,038,058	**343,902,000**
453012	Con Treat Wat NonGov	28,582,290	31,332,941	**27,894,700**
453013	Ret Wat Bill Adjusts	(1,500,000)	(3,819,056)	**0**
453014	Area 1&2GRPFeesNnGv	6,936,796	0	**0**
453020	Bulk Water Sales - Treated	35,666,645	26,765,020	**34,218,300**
453030	Bulk Water Sales - Untreated	42,390,321	43,024,909	**43,222,700**
453116	In City MUD Water Rebates Government	0	(694,876)	**(800,000)**
453120	Con Tr Bulk Wat Gov	3,015,169	3,015,190	**2,583,900**
454010	Sewer Service Revenue	416,029,149	395,719,451	**423,464,600**
454012	Sewer Bill Adjusts	(9,500,000)	(11,800,755)	**(10,000,000)**
454116	In City MUD Sewer Rebates Government	0	(936,697)	**(1,000,000)**
455010	Sewer Service Penalties	4,500,000	5,496,160	**4,500,000**
455020	Water Service Penalties	3,500,000	4,464,274	**3,500,000**
456125	Fire Sprinkler Fees	3,500,000	500,000	**588,000**
456130	Water Meter Rental Fees	75,000	81,520	**75,000**
456135	Delinquent Reconnection Fees	500,000	500,000	**500,000**
456140	Tap Installation Fees	11,000	2,000	**5,000**
456145	Meter Installation Fees	435,000	435,000	**435,000**
456150	Engineering Inspection Fees	300,000	300,000	**300,000**
456155	Meter Testing Fees	500	100	**300**
456160	Transient Meter Relocation Fee	7,000	4,000	**5,000**
456165	New Customer Fees	250,000	250,000	**250,000**
456170	Account Record Fees	1,500	1,500	**1,500**
456185	Contract Revenue from Water Authority	1,057,943	1,057,943	**1,150,000**
456210	Missed Appointment	5,000	5,000	**5,000**
456220	Tenant Notice	25,000	25,000	**25,000**

Business Area Revenue Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
456225	Failure to Apply	90,000	90,000	**90,000**
456230	Illegal Turn On	5,000	1,200	**1,200**
456235	Lock Device Damage/Repair	0	47	**0**
456240	Submeter Application	6,500	6,500	**6,500**
456245	Evaporation Credit Processing Fee	150,000	125,000	**150,000**
456250	Sewage Disposal	11,000	9,000	**11,000**
490080	Other Operating Transfers In	0	1,653	**0**
490100	Transfer from Combined Utility General	0	1,896,250	**0**
Total	**PWE - Financial Management**	**890,200,312**	**849,054,666**	**889,193,200**
2000050022	**PWE - EB Cape Center**			
426370	Training Services	187,500	100,000	**85,000**
2000060005	**PWE - Utilities Analysis**			
421410	Permit Preparation Fees	2,000	2,000	**2,000**
426270	Utility District Application Review	12,000	13,175	**12,000**
426320	City Maps & Related Items	200	200	**200**
456105	Oil and Gas Well Permits	250	4,960	**5,000**
456120	Development Permits	185,000	185,000	**185,000**
456265	Municipal Setting Designation Application	35,000	35,000	**35,000**
Total	**PWE - Utilities Analysis**	**234,450**	**240,335**	**239,200**
2000090003	**PWE - Safety & Environmental Monitoring**			
456515	Defensive Driving Fees	5,000	5,000	**0**
Total	**Public Works & Engineering**	**892,064,239**	**850,694,478**	**890,243,700**

Business Area Expenditure Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	91,670,255	99,038,675	91,579,615	**95,780,040**
500030	Salary Part Time - Civilian	337,183	323,789	501,528	**440,766**
500060	Overtime - Civilian	8,289,591	5,541,122	6,905,355	**6,606,362**
500090	Premium Pay - Civilian	287,544	426,098	258,179	**393,354**
500110	Bilingual Pay - Civilian	109,779	119,048	107,838	**119,325**
500180	Temporary Employees	84,358	5,555	96,818	**75,990**
500210	Pay for Performance-Municipal	10,137	21,000	21,000	**21,000**
501070	Pension - Civilian	13,936,137	14,361,279	13,972,073	**17,238,277**
501120	Termination Pay - Civilian	1,411,855	1,762,545	1,786,675	**1,838,900**
501160	Vehicle Allowance - Civilian	8,432	9,700	4,693	**9,700**
502010	FICA - Civilian	7,526,613	8,046,328	7,389,945	**7,883,700**
503010	Health Ins-Act Civilian	14,413,676	15,557,677	14,288,885	**16,860,703**
503015	Basic Life Insurance - Active Civilian	53,013	57,931	52,847	**56,664**
503050	Health/Life Insurance - Retiree Civilian	6,745,875	8,321,917	5,944,158	**3,566,500**
503060	Long Term Disability-Civilian	173,700	193,175	165,485	**186,596**
503090	Workers Compensation-Civilian-Admin	467,790	478,882	452,355	**442,023**
503100	Workers Compensation-Civilian-Claim	1,228,638	1,168,248	955,361	**1,108,500**
504025	Personnel Consolidation	603,283	0	0	**0**
504030	Unemployment Claims - Administration	242,289	79,629	205,488	**244,800**
Total	**Personnel Services**	**147,600,148**	**155,512,598**	**144,688,298**	**152,873,200**
511010	Chemical Gases & Special Fluids	19,544,643	31,112,559	29,917,235	**32,785,800**
511015	Cleaning & Sanitary Supplies	164,857	197,200	203,687	**203,900**
511020	Construction Materials	2,865,604	2,008,700	2,774,698	**2,950,700**
511025	Electrical Hardware & Parts	958,288	1,231,200	1,019,600	**1,003,600**
511030	Mechanical Hardware & Parts	1,449,810	1,651,400	1,800,400	**1,730,400**
511035	Meters Hydrants & Plumbing Supplies	1,680,420	1,354,600	1,354,600	**1,519,600**
511040	Audiovisual Supplies	26,155	40,500	57,300	**54,400**
511045	Computer Supplies	413,597	592,700	581,909	**498,300**
511050	Paper & Printing Supplies	354,318	252,100	250,463	**149,100**
511055	Publications & Printed Materials	57,705	105,000	101,267	**113,500**
511060	Postage	2,186,429	1,951,600	1,952,000	**2,081,200**
511070	Miscellaneous Office Supplies	319,505	373,400	354,483	**328,700**
511080	General Laboratory Supplies	339,768	412,000	412,000	**412,000**
511085	Drugs & Medical Chemicals	137	4,700	4,700	**4,700**
511090	Medical & Surgical Supplies	53,367	30,900	40,435	**32,600**
511095	Small Technical & Scientific Equipment	165,386	486,800	438,500	**221,700**
511110	Fuel	2,946,456	3,533,500	3,439,034	**4,663,100**
511115	Vehicle Repair & Maintenance Supplies	85,383	107,600	105,713	**106,600**
511120	Clothing	414,514	336,800	335,010	**382,600**
511125	Food Supplies	77,171	43,400	44,003	**42,800**
511140	Landscaping & Gardening Supplies	217,507	154,300	229,300	**154,300**
511145	Small Tools & Minor Equipment	1,049,972	1,181,300	1,216,266	**1,054,300**
511150	Miscellaneous Parts & Supplies	323,238	333,400	458,270	**342,600**
511165	Fire Fighting Equipment	0	0	8,000	**0**
Total	**Supplies**	**35,694,230**	**47,495,659**	**47,098,873**	**50,836,500**
520100	Temporary Personnel Services	439,244	447,775	816,789	**414,900**
520101	Janitorial Services	877,336	715,500	805,800	**847,900**
520102	Security Services	1,590,902	1,713,600	1,743,245	**1,692,400**
520104	Claims Payment Services	47	0	0	**0**
520105	Accounting & Auditing Services	58,347	65,000	54,000	**85,000**
520106	Architectural Services	9,029	10,750	15,000	**1,000**
520107	Computer Info/Contr	717,184	1,556,025	1,477,000	**2,020,900**

Business Area Expenditure Summary

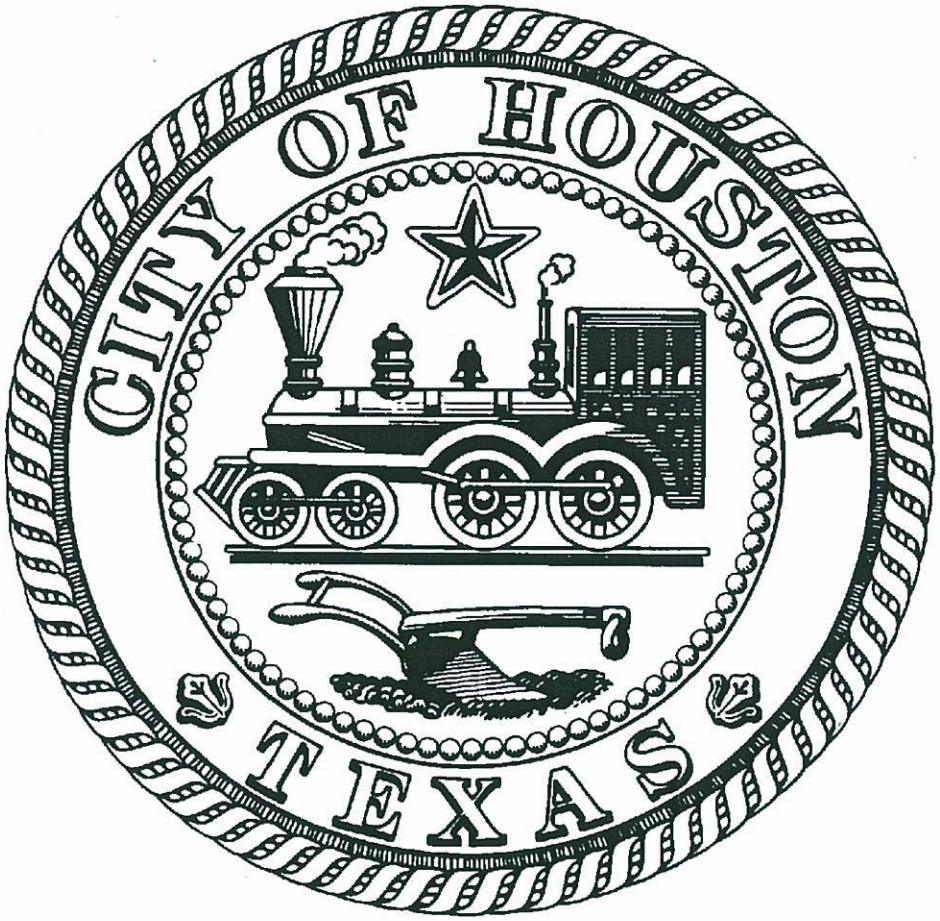
Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520108	Information Resource Services	136,637	121,060	120,060	**122,600**
520109	Medical Dental & Laboratory Services	33,607	39,200	57,131	**38,400**
520110	Management Consulting Services	2,730,737	1,399,510	1,672,965	**1,736,000**
520111	Real Estate Services	0	12,000	12,000	**12,000**
520112	Banking Services	77,127	200,000	150,242	**200,000**
520114	Miscellaneous Support Services	2,908,938	4,244,000	4,229,000	**4,189,500**
520115	Real Estate Lease/Office Rental	551,895	358,300	391,700	**489,900**
520118	Refuse Disposal	4,874,008	6,528,000	5,735,125	**6,254,000**
520119	Computer Equipment/Software Maintenance	1,097,973	431,600	421,350	**692,700**
520120	Communications Equipment Services	57,282	146,579	158,075	**177,600**
520121	IT Application Svcs	160,367	168,600	190,505	**168,700**
520122	Office Equipment Services	2,327	21,900	24,850	**23,100**
520123	Vehicle & Motor Equipment Services	5,994,158	4,653,900	5,976,254	**4,718,000**
520124	Other Equipment Services	11,511,800	10,179,341	10,917,850	**13,717,500**
520126	Construction Site Work Services	1,987,486	2,889,521	1,881,000	**1,881,000**
520128	Other Construction Work Services	5,076	100,000	100,000	**174,000**
520129	Sewer Authority Contracts	752,397	779,800	1,066,575	**1,424,400**
520130	Water Authority Contracts	25,290,827	28,166,600	28,206,600	**30,242,700**
520131	Water Authority Contracts Debt Service	23,116,965	21,367,700	21,367,700	**19,130,600**
520132	Contracts/Sponsorships	297,147	552,000	560,400	**556,000**
520136	Billing & Collection Services	226,624	462,000	367,000	**462,000**
520141	Engineering Services	167,475	328,300	170,300	**305,600**
520157	Computer Software Maintenance Services	1,627,985	3,143,900	2,956,011	**3,913,500**
520158	Computer Equipment Maintenance Services	48,938	551,850	570,841	**663,800**
520170	Generator Equipment Services	0	0	0	**2,894,400**
520510	Mail/Delivery Services	10,230	423,100	422,600	**670,800**
520515	Print Shop Services	45,748	79,700	93,789	**93,000**
520520	Printing & Reproduction Services	55,397	106,300	104,229	**103,900**
520605	Advertising Services	31,175	105,600	83,997	**94,600**
520705	Insurance Fees	4,703,578	4,692,300	4,183,086	**5,130,600**
520710	State/Federal Inspection Fees	3,846,067	3,924,400	3,924,400	**3,924,400**
520715	Arbitrage Expenses	93,829	2,988,000	3,985,028	**2,000**
520720	Fines	3,978	20,000	20,000	**20,000**
520725	Assessments - Other Governments	1,232,582	1,238,100	1,238,100	**1,225,500**
520740	Document Recording/Filing Fees	0	600	600	**600**
520755	Contingency	0	159,800	60,000	**60,000**
520765	Membership & Professional Fees	113,600	148,300	149,500	**531,600**
520805	Education & Training	182,344	556,477	511,400	**539,900**
520815	Tuition Reimbursement	49,674	0	0	**0**
520905	Travel - Training Related	32,590	123,700	111,453	**133,100**
520910	Travel - Non-Training Related	25,921	57,600	52,800	**48,200**
521305	Indirect Cost Recovery Payment	3,147,722	3,034,300	3,034,300	**3,868,700**
521405	Building Maintenance Services	3,775,916	4,158,640	4,725,200	**4,604,500**
521415	Land and Grounds Maintenance	1,816,230	1,669,200	2,211,474	**2,253,000**
521420	Infrastructure Maintenance Service	5,549,417	7,290,200	6,898,392	**10,290,200**
521445	Houston Area Water Council Maintenance	7,959,687	0	0	**0**
521505	Electricity	58,193,413	56,950,100	56,149,633	**55,092,500**
521510	Natural Gas	4,773,330	5,195,900	4,895,900	**4,655,200**
521515	Electricity Fran Fee Exp	819,539	773,400	773,400	**773,400**
521605	Data Services	265,292	323,000	276,127	**564,500**
521610	Voice Services	2,466,263	2,376,440	2,320,748	**2,182,900**
521615	Radio Communications	0	430,000	430,000	**0**
521620	Voice Equipment	52,252	78,800	83,641	**41,200**

Business Area Expenditure Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521625	Voice Labor	54,955	95,700	35,691	**59,600**
521630	GIS Revolving Fund Services	0	510,800	510,800	**507,500**
521705	Vehicle/Equipment Rental/Lease	197,069	336,600	351,600	**330,300**
521715	Office Equipment Rental	464,475	474,400	455,400	**457,500**
521720	Computer Equipment Rental	1,750	0	0	**0**
521725	Other Rental	299,705	205,250	323,750	**939,900**
521730	Parking Space Rental	260,195	213,700	265,382	**250,500**
521905	Legal Services	196,046	864,300	707,880	**712,000**
521910	Legal Svcs - Crt Report	1,805	1,000	1,000	**6,500**
522205	Metro Commuter Passes	150,078	214,500	190,652	**211,000**
522305	Freight Charges	7,344	30,100	40,600	**29,000**
522410	Cashier Shortages	0	200	200	**200**
522430	Miscellaneous Other Services & Charges	249,920	251,723	216,210	**199,500**
522435	Interest Charges Past Due Accounts	908	1,000	1,000	**1,000**
522620	Claims & Judgments	447,796	400,000	400,000	**400,000**
522705	Interfund Environmental Inspection	350,000	347,700	347,700	**347,700**
522710	Interfund Utility Cut Repairs	455,750	420,000	420,000	**420,000**
522720	Interfund Payroll Services	0	494,600	494,600	**283,500**
522721	Interfund HR Client Services	0	0	1,122,836	**1,716,400**
522722	KRONOS Service Chargeback	0	0	0	**75,700**
522723	Drainage Fee Service Chargeback	0	0	0	**785,400**
522730	Interfund Engineering Services	5,495	0	0	**0**
522740	Interfund Police Service	552,051	605,200	605,200	**605,200**
522750	Interfund Land/Property Appraisal Service	110,900	110,850	110,850	**110,900**
522765	Interfund Legal Services	792,022	845,100	845,100	**788,600**
522790	Interfund Inventory Adjustments	154,105	0	2,100	**0**
522795	Other Interfund Services	1,191,268	1,352,900	1,352,900	**1,351,400**
522800	Cost of Goods Sold	(996)	0	14,200	**0**
522810	Interfund Carpentry & Painting	638,361	785,300	785,300	**658,500**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**252,300**
Total	**Other Services and Charges**	**193,176,641**	**196,819,191**	**198,556,116**	**207,654,500**
560260	Infrastructure	336,000	0	0	**0**
Total	**Equipment**	**336,000**	**0**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	197,921	148,994	140,994	**83,300**
551015	Non-Capital Computer Equipment	1,018,816	2,273,847	2,201,446	**2,170,900**
551020	Non-Capital Communication Equipment	398,715	174,100	372,709	**433,400**
551025	Non-Capital Scientific/Medical Equipment	86,411	301,678	301,678	**206,400**
551030	Non-Capital Machinery & Equipment	168,112	314,778	314,778	**469,600**
551040	Non-Capital Other	1,095	32,000	31,000	**25,000**
Total	**Non-Capital Equipment**	**1,871,070**	**3,245,397**	**3,362,605**	**3,388,600**
532080	System Debt Service Transfers	85,315,305	92,302,294	74,773,312	**80,647,000**
532100	Trans to CUS Operating	242,830,101	318,580,784	282,843,138	**320,623,300**
Total	**Debt Service and Other Uses**	**328,145,406**	**410,883,078**	**357,616,450**	**401,270,300**
	Grand Total Expenditures	**706,823,495**	**813,955,923**	**751,322,342**	**816,023,100**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : **Combined Utility System Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **8301 / 2000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	33,693,185	33,693,185	**33,693,185**
Revenues	330,378,365	296,282,189	**334,623,300**
Expenditures	330,378,365	296,282,189	**334,623,300**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	33,693,185	33,693,185	**33,693,185**

Business Area Budget Summary

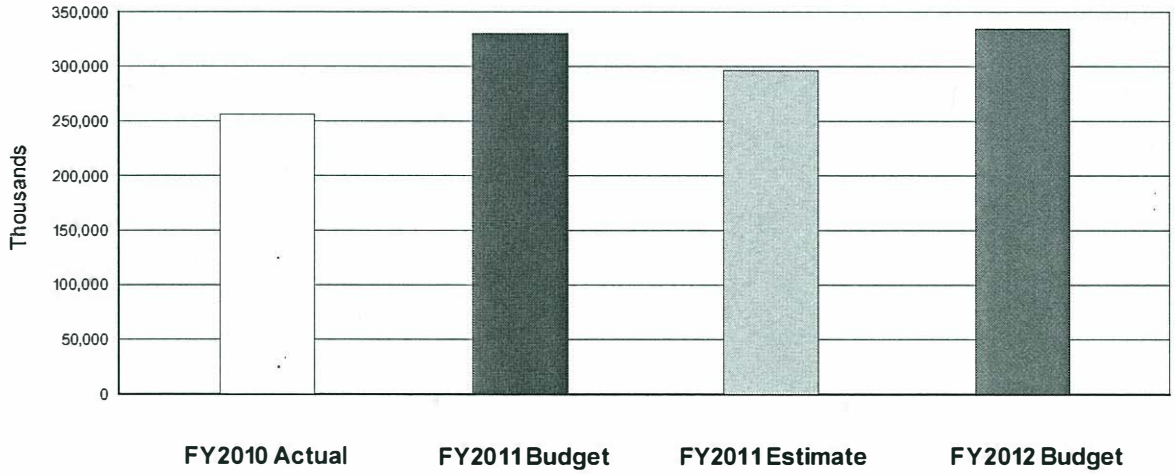
Fund Name : Combined Utility System Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8301 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Debt Service & Other Uses	256,105,656	330,378,365	296,282,189	**334,623,300**
	Total Expenditures	256,105,656	330,378,365	296,282,189	**334,623,300**
Revenues		259,218,894	330,378,365	296,282,189	**334,623,300**
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

- Higher interest on commercial paper due to anticipated higher rates.

Combined Utility System Operating Fund
Public Works & Engineering
Expenditure Summary



Business Area Revenue Summary

Fund Name : Combined Utility System Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8301 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000050002	**PWE - Financial Management**			
432010	Interest on Pooled Investments	2,500,000	4,191,000	**4,900,000**
458030	Impact Fee Transfer	9,297,581	9,248,051	**9,100,000**
490040	Transfer from Water & Sewer Fund	318,580,784	282,843,138	**320,623,300**
Total	**PWE - Financial Management**	**330,378,365**	**296,282,189**	**334,623,300**
Total	**Public Works & Engineering**	**330,378,365**	**296,282,189**	**334,623,300**

Business Area Expenditure Summary

Fund Name : **Combined Utility System Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **8301 / 2000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
532080	System Debt Service Transfers	256,105,656	330,378,365	296,282,189	**334,623,300**
Total	**Debt Service and Other Uses**	**256,105,656**	**330,378,365**	**296,282,189**	**334,623,300**
	Grand Total Expenditures	**256,105,656**	**330,378,365**	**296,282,189**	**334,623,300**

COMBINED UTILITY SYSTEM GENERAL PURPOSE FUND

Description and Mission

The Combined Utility System (CUS) General Purpose Fund is used to budget the water and sewer capital outlay expenditures and other items such as discretionary debt and transfers to support storm water functions.

The FY2012 CUS General Purpose Fund Budget totals $112,262,200. The largest transactions and allocations are $20,583,400 for capital outlay, $50,115,900 for the Storm Water Fund, $26,387,900 for debt service and $10,000,000 for 'pay as you go' funding for CUS Capital Projects.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Fund Summary

Fund Name : **Combined Utility System Gen Pur Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **8305 / 2000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	331,848,533	331,848,533	**230,798,451**
Revenues	0	0	**0**
Expenditures	101,050,082	101,050,082	**112,262,200**
Revenues Over/(Under) Expenditures	(101,050,082)	(101,050,082)	**(112,262,200)**
Ending Fund Balance	230,798,451	230,798,451	**118,536,251**

Business Area Budget Summary

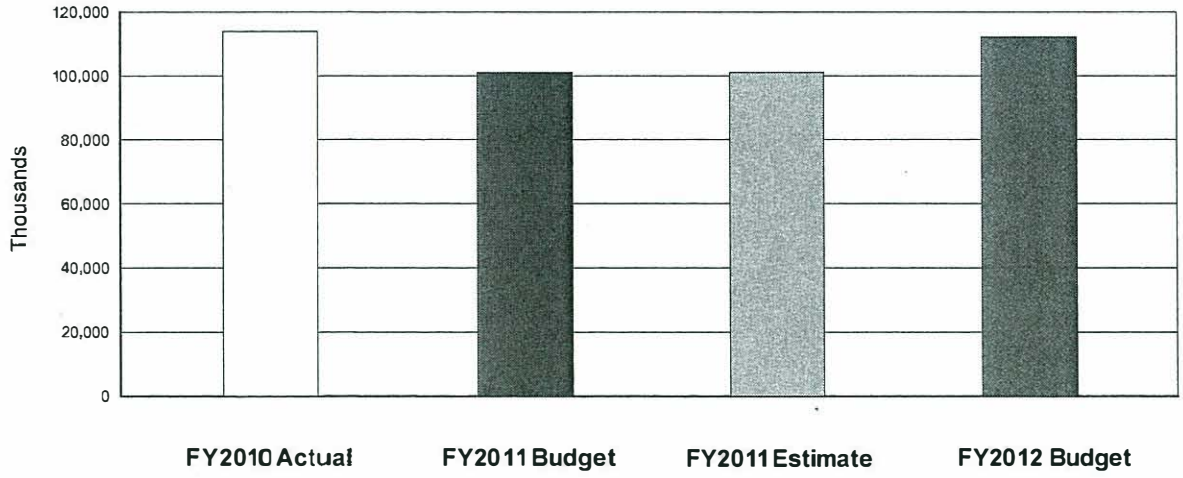
Fund Name : Combined Utility System Gen Pur Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8305 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Other Services and Charges	3,773,069	7,190,637	7,723,421	**5,175,000**
	Equipment	4,798,861	11,532,183	10,999,399	**20,583,400**
	Total M & O Expenditures	8,571,930	18,722,820	18,722,820	**25,758,400**
	Debt Service & Other Uses	105,381,420	82,327,262	82,327,262	**86,503,800**
	Total Expenditures	113,953,350	101,050,082	101,050,082	**112,262,200**
Revenues		75,960	0	0	**0**
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 $7.1 million of Capital Acquisition carried forward from FY2011.
- o $4.5 million included for the Water Conservation Rebate Program.
- o $13.5 million increase in Transfer to Storm Water due to debt service for Drainage Maintenance.
- o $10.0 million budgeted as 'pay as you go' funding for CUS Capital Projects.

Combined Utility System Gen Pur Fund
Public Works & Engineering
Expenditure Summary



Business Area Expenditure Summary

Fund Name : **Combined Utility System Gen Pur Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **8305 / 2000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520106	Architectural Services	11,432	27,096	0	**0**
520110	Management Consulting Services	116,699	300,000	411,388	**475,000**
520114	Miscellaneous Support Services	0	38,172	38,172	**0**
520119	Computer Equipment/Software Maintenance	264,569	102,600	102,600	**0**
520120	Communications Equipment Services	0	(63,035)	0	**0**
520124	Other Equipment Services	433,282	1,070,000	1,070,000	**0**
520126	Construction Site Work Services	2,591,042	(343,424)	42,033	**0**
520160	CIP-Software	0	836,458	836,458	**0**
520755	Contingency	25,151	22,770	22,770	**0**
521316	Water Conservation Rebate	0	5,000,000	5,000,000	**4,500,000**
521905	Legal Services	330,894	200,000	200,000	**200,000**
Total	**Other Services and Charges**	**3,773,069**	**7,190,637**	**7,723,421**	**5,175,000**
560120	Capital Exp-Building and Bldg Improvement	350,355	296,035	792,600	**850,100**
560210	Furniture Fixtures and Equipment	681,706	2,494,767	2,054,767	**2,731,500**
560220	Vehicles	3,222,639	3,888,171	3,838,171	**8,170,200**
560230	Computer HW and Developed SW	93,492	632,675	432,675	**2,535,300**
560240	Communication Equipment	63,865	672,484	473,875	**638,200**
560260	Infrastructure	386,804	3,548,051	3,407,311	**5,658,100**
Total	**Equipment**	**4,798,861**	**11,532,183**	**10,999,399**	**20,583,400**
531085	Other Interest	3,811,996	3,813,653	3,813,653	**3,813,700**
531170	Rev Bonds COI	30,959	300,000	300,000	**300,000**
531175	Allen's Creek & Wallisville Principal	0	106,218	106,218	**109,700**
531180	Allen's Creek & Wallisville Interest	0	882,101	882,101	**1,001,500**
532020	Transfers to Capital Projects	0	0	0	**10,000,000**
532050	Trans to PIB Bonds Debt Service	26,828,314	21,743,718	21,743,718	**21,163,000**
532080	System Debt Service Transfers	865,538	0	0	**0**
532095	Transfer to Stormwater Fund	28,844,613	55,481,572	55,481,572	**50,115,900**
532100	Trans to CUS Operating	45,000,000	0	0	**0**
Total	**Debt Service and Other Uses**	**105,381,420**	**82,327,262**	**82,327,262**	**86,503,800**
	Grand Total Expenditures	**113,953,350**	**101,050,082**	**101,050,082**	**112,262,200**


CITY OF HOUSTON
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DEDICATED DRAINAGE AND STREET RENEWAL FUND

Description and Mission

The Dedicated Drainage & Street Renewal Fund (DDSRF) shall be established beginning FY2012. The DDSRF provides a dedicated, pay-as-you-go fund for enhancement, improvement and ongoing renewal of Houston's drainage and streets, as well as traffic control operations.

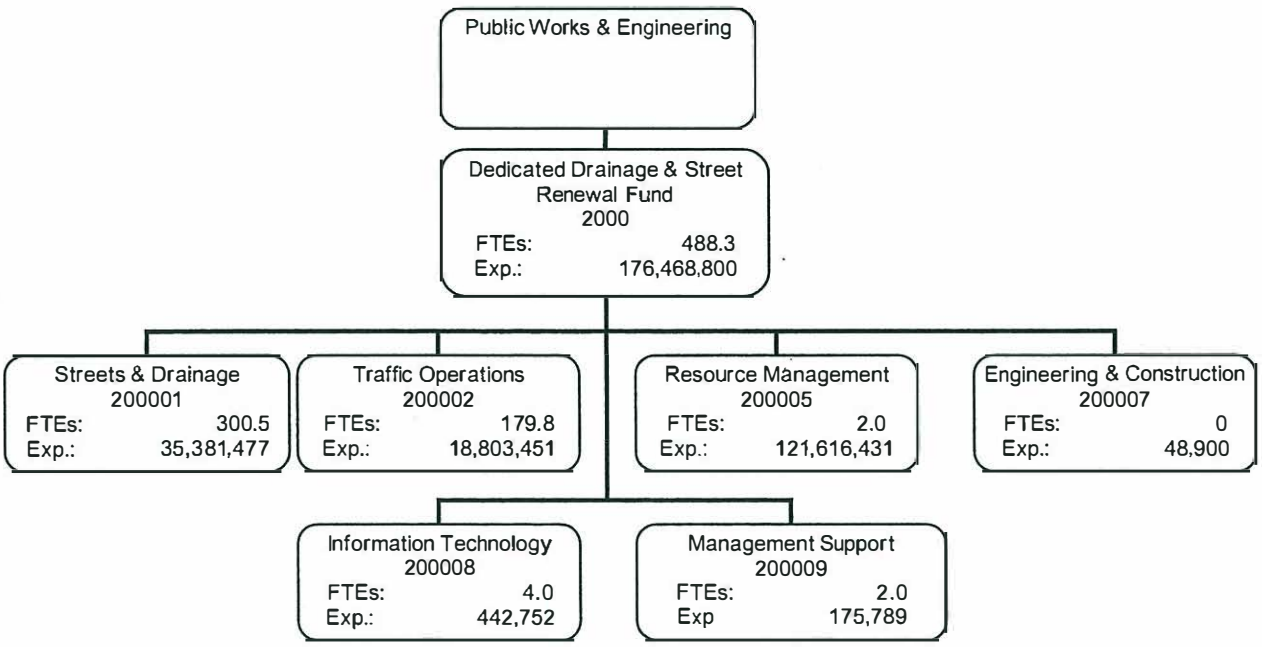
Department Short Term Goals

- Community involvement
  - Adopt-a-ROW
  - Meet all our Performance Measures as indicated in the budget book
- Maintain the overlay lane miles at 140
- Preventive maintenance on traffic signals, school beacons and freeway lighting
- Successfully implement drainage billing

Department Long Term Goals

- Be responsive to the requests of the public - 311 Houston Service Helpline
- Be efficient and provide quality service in our daily operation
- Compliance with Federal Highway Administration recommended guidelines
- Develop and train Traffic Operations personnel
- Meet our budget requirements
- Ensure ongoing effective communication, billing accuracy and processing of drainage charges

Organization




CITY OF HOUSTON
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Fund Summary

Fund Name : **Dedicated Drainage & Street Renewal Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **2310 / 2000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**0**
Revenues	0	0	**235,954,500**
Expenditures	0	0	**176,468,800**
Revenues Over/(Under) Expenditures	0	0	**59,485,700**
Ending Fund Balance	0	0	**59,485,700**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	0	**59,485,700**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate, and the FY2012 Budget for the Dedicated Drainage & Street Renewal Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Business Area Budget Summary

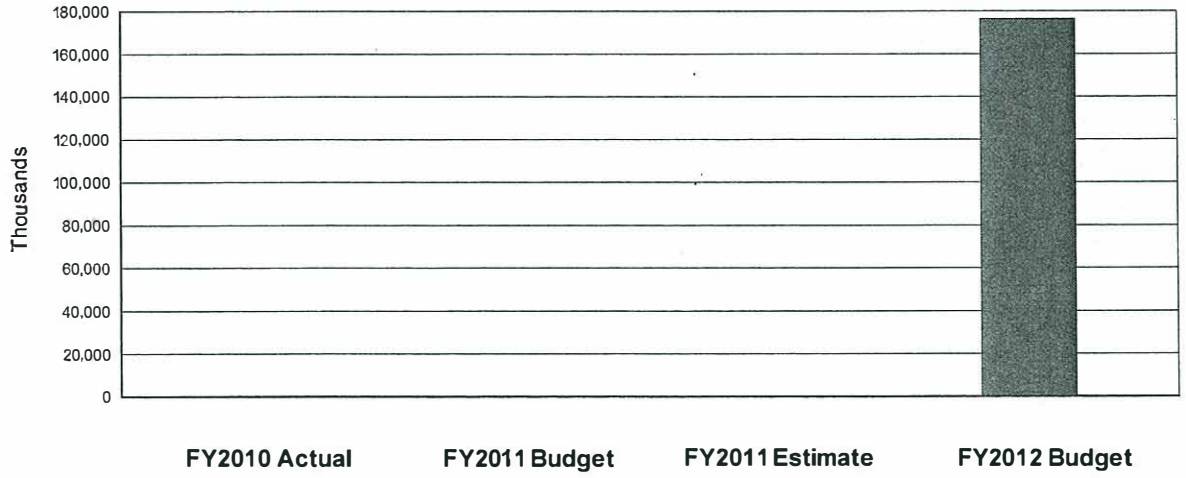
Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2310 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	0	0	**29,746,400**
	Supplies	0	0	0	**14,094,800**
	Other Services and Charges	0	0	0	**12,959,300**
	Equipment	0	0	0	**2,039,900**
	Non-Capital Equipment	0	0	0	**30,000**
	Total M & O Expenditures	0	0	0	**58,870,400**
	Debt Service & Other Uses	0	0	0	**117,598,400**
	Total Expenditures	0	0	0	**176,468,800**
Revenues		0	0	0	**235,954,500**
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	**488.3**
	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	**488.3**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**29.5**

Significant Budget Changes and Highlights

- o Newly effective drainage charge revenue as of July 1, 2011, to the DDSRF, in support of pay-as-you-go drainage, street and traffic, capital and operational needs.
- o Construction of Timber and Concrete Culvert Bridges and structures.
- o Continuation of 140 lane miles in the Overlay Program.
- o Continuation of the Metro reimbursements for asphalt tonnage, street resurfacing, street maintenance, concrete repair, bridge maintenance, signal maintenance, signal engineering and traffic operation (total $50 Million from METRO).
- o Conversion of Traffic Signal Maintenance program related to light rail from METRO to City of Houston Traffic Operation.
- o Provide a dedicated customer service operation for drainage charge customers.
- o Serve as a pass through fund for all CIP projects related to drainage and streets.

Dedicated Drainage & Street Renewal Fund
Public Works & Engineering
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

Name: Streets and Drainage Division -- 200001

Mission: Deliver quality services, in a safe and timely manner, that provide for the smooth operation and high-level maintenance of public infrastructure in the City's right-of-way.

Goal: 1. Be responsive to the requests of the public - 311 Houston Service Helpline .
2. Be efficient and provide quality services in our daily operation.
3. Meet our performance measures.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Skin patching tonnage	N/A	N/A	**16,000**
Bridge maintenance cycles	N/A	N/A	**5,350**
Concrete st. repair (CuFt)	N/A	N/A	**262,000**
Bridges replaced	N/A	N/A	**8**
Overlay lane miles	N/A	N/A	**140**

Name: Traffic Operations Division -- 200002

Mission: Operates and maintains Houston's traffic control systems according to City codes in a coordinated manner to provide increased mobility; and we do so responsively, effectively, and efficiently to serve our citizens.

Goal: Compliance with Federal Highway Administration recommended guidelines.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Sign completed in 14 days	N/A	N/A	**90%**
Program signal maintenance	N/A	N/A	**5,100**
Signal optimization	N/A	N/A	**1,000**
Traffic plan review (2wks)	N/A	N/A	**90%**
Pavement markings (LFT)	N/A	N/A	**7,000,000**

Name: Resource Management Branch -- 200005

Mission: Accurately bill and provide customer service for the ReBuild Houston drainage charge.

Goal: Ensure effective communication, billing accuracy, and processing of drainage charges.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Call answered within 5 min	N/A	N/A	**80%**

Division Mission and Performance Measures

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

Name: Engineering and Construction -- 200007

Mission: Design and construct Houston's public infrastructure so that quality capital projects are delivered timely, within budget, and with minimum inconvenience to the public, while protecting the public health, safety, and welfare of citizens.

Goal: Enhance project delivery through improved process and increased consistency in practice.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Manage funds to purchase vehicles	N/A	N/A	**100%**

Name: IT Division -- 200008

Mission: Provide and maintain technology solutions to support planning, design, construction, operation, and maintenance of the public infrastructure systems and administration for the Department of Public Works & Engineering while maintaining high availability, response time, data accuracy and integrity to our customers.

Goal: Provide support with mainframe, desktop, software application, programming, and other pertinent technology related to this Fund.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Enterprise system availability	N/A	N/A	**99.99%**
System availability	N/A	N/A	**99.99%**

Name: Management Support Branch -- 200009

Mission: Reduce workers' compensation claims; conduct field inspection surveys; provide training support and statistical analysis reporting; and manage National Pollutant Discharge Elimination System (NPDES) Permit compliance issues relating to spill response.

Goal: Provision of professional services related to employee health and safety, response support in emergencies created by natural or man-made disasters, spill response, contractor compliance, accident and injury investigations, and field surveys/inspections.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
PWE employees trained	N/A	N/A	**2,000**
Crew surveys	N/A	N/A	**2,000**
Facility inspections	N/A	N/A	**115**
Accident investigation	N/A	N/A	**100%**
Tailgates	N/A	N/A	**14,000**

Division Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Streets and Drainage Division 200001						
Street and Bridge - maintain a smooth riding surface free of obstacles and debris.	0.0	0	0.0	0	**300.5**	**35,381,477**
Traffic Operations Division 200002						
Responsible for the installation, operation, and maintenance of the traffic signal system; installation and maintenance of traffic control signs, pavement markings, and flashing school beacons; maintenance of roadway lighting on major highways; conducting studies involving speed zones, traffic counts, stop signs warrants, street lighting installations and parking.	0.0	0	0.0	0	**179.8**	**18,803,451**
Resource Management Branch 200005						
Provide customer billing and support; manage fund transfers for CIP projects.	0.0	0	0.0	0	**2.0**	**121,616,431**
Engineering and Construction 200007						
Responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five year CIP plan.	0.0	0	0.0	0	**0.0**	**48,900**
IT Division 200008						
Provide support of the Integrated Land Management Support (ILMS) and subsystems that support the permitting, plan review process, and inspection process.	0.0	0	0.0	0	**4.0**	**442,752**

Division Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Management Support Branch 200009						
Provision of professional services related to employee health and safety, response support in emergencies created by natural or man-made disasters, spill response, contractor compliance, accident and injury investigations, and field surveys/inspections.	0.0	0	0.0	0	**2.0**	**175,789**
Total	0.0	0	0.0	0	**488.3**	**176,468,800**

Business Area Roster Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	0.0	1.0	1.0
ADMINISTRATION MANAGER	26	0.0	2.0	2.0
ADMINISTRATIVE AIDE	10	0.0	3.0	3.0
ADMINISTRATIVE ASSISTANT	17	0.0	9.0	9.0
ADMINISTRATIVE ASSOCIATE	13	0.0	13.0	13.0
ADMINISTRATIVE COORDINATOR	24	0.0	2.0	2.0
ADMINISTRATIVE SPECIALIST	20	0.0	2.0	2.0
ADMINISTRATIVE SUPERVISOR	22	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXE LEV)	32	0.0	3.0	3.0
ASSISTANT ELECTRICAL SUPERVISOR	22	0.0	1.0	1.0
BUYER	16	0.0	1.0	1.0
CARPENTER	14	0.0	4.0	4.0
CEMENT FINISHER	11	0.0	3.0	3.0
CEMENT FINISHER SUPERVISOR	15	0.0	2.0	2.0
CUSTODIAN	4	0.0	1.0	1.0
CUSTOMER SERVICE REP. I	13	0.0	3.0	3.0
CUSTOMER SERVICE REP. II	15	0.0	2.0	2.0
CUSTOMER SERVICE REP. III	16	0.0	2.0	2.0
CUSTOMER SERVICE SUPERVISOR	18	0.0	3.0	3.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	0.0	1.0	1.0
DEPUTY DIRECTOR-PUBLIC WORKS	36	0.0	2.0	2.0
ELECTRICAL ESTIMATOR	23	0.0	3.0	3.0
ELECTRICAL SUPERINTENDENT	26	0.0	1.0	1.0
ELECTRICAL SUPERVISOR	24	0.0	2.0	2.0
ELECTRICIAN	18	0.0	28.0	28.0
ENGINEER	26	0.0	1.0	1.0
EQUIPMENT WORKER	13	0.0	92.0	92.0
FIELD SUPERVISOR	17	0.0	29.0	29.0
GENERAL SUPERINTENDENT	21	0.0	1.0	1.0
GRADUATE ENGINEER	22	0.0	7.0	7.0
INSPECTOR	18	0.0	5.0	5.0
INSTRUMENT PERSON	11	0.0	1.0	1.0
IRON WORKER	13	0.0	3.0	3.0
LABORER	4	0.0	86.0	86.0
MANAGEMENT ANALYST IV	25	0.0	1.0	1.0
MESSENGER	6	0.0	1.0	1.0
MICROCOMPUTER ANALYST	20	0.0	1.0	1.0
OFFICE SUPERVISOR	17	0.0	1.0	1.0
PAINTER	11	0.0	4.0	4.0
PAVING ASSESSMENT SPECIALIST	16	0.0	2.0	2.0
PROCUREMENT SPECIALIST	24	0.0	1.0	1.0
PROJECT MANAGER	24	0.0	2.0	2.0
PROJECT TECHNICIAN III	17	0.0	3.0	3.0
PROJECT TECHNICIAN IV	20	0.0	5.0	5.0
PUBLIC WORKS MAINTENANCE MANAGER	29	0.0	5.0	5.0
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	0.0	10.0	10.0
SAFETY OFFICER	21	0.0	1.0	1.0
SAFETY SUPERVISOR	24	0.0	1.0	1.0
SEMI-SKILLED LABORER	6	0.0	25.0	25.0
SENIOR BUYER	22	0.0	1.0	1.0
SENIOR DATA ENTRY OPERATOR	12	0.0	3.0	3.0
SENIOR DISPATCHER	12	0.0	6.0	6.0

Business Area Roster Summary

Fund Name : **Dedicated Drainage & Street Renewal Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **2310 / 2000**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SENIOR GIS TECHNICIAN	17	0.0	1.0	1.0
SENIOR INSPECTOR	22	0.0	3.0	3.0
SENIOR INVENTORY MANAGEMENT CLERK	12	0.0	3.0	3.0
SENIOR PAYROLL CLERK	13	0.0	2.0	2.0
SENIOR PROJECT MANAGER	27	0.0	3.0	3.0
SENIOR TRAFFIC ANALYST	13	0.0	7.0	7.0
SIGN PROCESSOR	9	0.0	6.0	6.0
STAFF ANALYST	26	0.0	1.0	1.0
STUDENT INTERN II	10	0.0	2.0	2.0
SUPERVISING ENGINEER	29	0.0	4.0	4.0
SYSTEMS CONSULTANT	26	0.0	1.0	1.0
SYSTEMS SUPPORT ANALYST II	19	0.0	1.0	1.0
TECHNICAL HARDWARE ANALYST I	17	0.0	13.0	13.0
TECHNICAL HARDWARE ANALYST II	21	0.0	7.0	7.0
TECHNICAL HARDWARE ANALYST III	23	0.0	4.0	4.0
TRAFFIC ANALYST	7	0.0	2.0	2.0
TRAFFIC SIGNAL SUPERVISOR	22	0.0	4.0	4.0
TRUCK DRIVER	6	0.0	48.0	48.0
Total FTEs		**0.0**	**505.0**	**505.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**16.7**	**16.7**
Full-Time Equivalents		**0.0**	**488.3**	**488.3**

Business Area Revenue Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000010002	**PWE - Street Maintenance**			
422150	Intergovernmental Revenue - Metro	0	0	**33,264,300**
2000010003	**PWE - Street Resurfacing**			
434335	Recover Damage-Infrastructure	0	0	**29,000**
434515	Street Milling Sale Earnings	0	0	**800,000**
Total	**PWE - Street Resurfacing**	**0**	**0**	**829,000**
2000010018	**PWE - Special Project**			
424110	Other Interfund Services	0	0	**1,425,000**
2000020003	**PWE - Signs and Marking Maintenance**			
421400	Miscellaneous Sign Fees	0	0	**16,800**
434335	Recover Damage-Infrastructure	0	0	**20,400**
Total	**PWE - Signs and Marking Maintenance**	**0**	**0**	**37,200**
2000020004	**PWE - Signal Maintenance**			
422150	Intergovernmental Revenue - Metro	0	0	**17,335,700**
426290	Other Service Charges	0	0	**81,500**
426390	Misc. Services to Other Agencies	0	0	**385,800**
434205	Sale of Scrap Metal	0	0	**10,000**
Total	**PWE - Signal Maintenance**	**0**	**0**	**17,813,000**
2000020007	**PWE - Mobility Permitting**			
421310	Mobility Permits	0	0	**995,600**
2000050002	**PWE - Financial Management**			
422140	Metro Grant Awards	0	0	**54,590,400**
423010	Other Grant Awards	0	0	**2,000,000**
424190	Interfund Drainage Fee	0	0	**9,173,900**
426500	Drainage Charge Revenue	0	0	**115,826,100**
Total	**PWE - Financial Management**	**0**	**0**	**181,590,400**
Total	**Public Works & Engineering**	**0**	**0**	**235,954,500**

Business Area Expenditure Summary

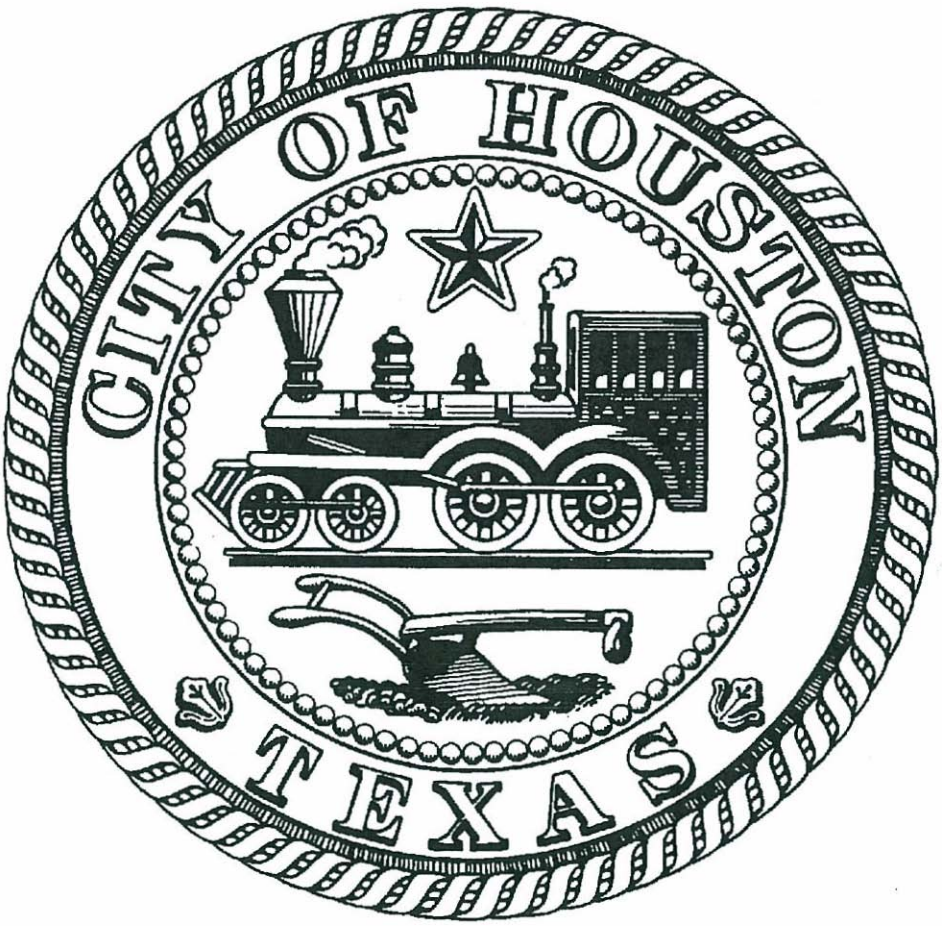
Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2310 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	0	0	0	**18,356,177**
500060	Overtime - Civilian	0	0	0	**1,705,874**
500090	Premium Pay - Civilian	0	0	0	**119,538**
500110	Bilingual Pay - Civilian	0	0	0	**4,590**
501050	Employee Awards	0	0	0	**3,500**
501070	Pension - Civilian	0	0	0	**3,304,104**
501120	Termination Pay - Civilian	0	0	0	**259,000**
501160	Vehicle Allowance - Civilian	0	0	0	**8,410**
502010	FICA - Civilian	0	0	0	**1,537,723**
503010	Health Ins-Act Civilian	0	0	0	**3,760,174**
503015	Basic Life Insurance - Active Civilian	0	0	0	**10,825**
503060	Long Term Disability-Civilian	0	0	0	**41,573**
503090	Workers Compensation-Civilian-Admin	0	0	0	**97,781**
503100	Workers Compensation-Civilian-Claim	0	0	0	**458,374**
504030	Unemployment Claims - Administration	0	0	0	**78,757**
Total	**Personnel Services**	**0**	**0**	**0**	**29,746,400**
511010	Chemical Gases & Special Fluids	0	0	0	**23,900**
511015	Cleaning & Sanitary Supplies	0	0	0	**30,700**
511020	Construction Materials	0	0	0	**10,371,900**
511025	Electrical Hardware & Parts	0	0	0	**1,248,700**
511030	Mechanical Hardware & Parts	0	0	0	**1,600**
511045	Computer Supplies	0	0	0	**39,400**
511050	Paper & Printing Supplies	0	0	0	**18,700**
511055	Publications & Printed Materials	0	0	0	**4,000**
511060	Postage	0	0	0	**374,500**
511070	Miscellaneous Office Supplies	0	0	0	**59,300**
511085	Drugs & Medical Chemicals	0	0	0	**500**
511090	Medical & Surgical Supplies	0	0	0	**6,300**
511110	Fuel	0	0	0	**1,416,300**
511115	Vehicle Repair & Maintenance Supplies	0	0	0	**27,800**
511120	Clothing	0	0	0	**135,900**
511125	Food Supplies	0	0	0	**15,800**
511140	Landscaping & Gardening Supplies	0	0	0	**8,700**
511145	Small Tools & Minor Equipment	0	0	0	**122,300**
511150	Miscellaneous Parts & Supplies	0	0	0	**188,500**
Total	**Supplies**	**0**	**0**	**0**	**14,094,800**
520100	Temporary Personnel Services	0	0	0	**2,221,100**
520101	Janitorial Services	0	0	0	**20,400**
520107	Computer Info/Contr	0	0	0	**56,000**
520108	Information Resource Services	0	0	0	**24,500**
520109	Medical Dental & Laboratory Services	0	0	0	**11,900**
520110	Management Consulting Services	0	0	0	**20,800**
520114	Miscellaneous Support Services	0	0	0	**10,100**
520115	Real Estate Lease/Office Rental	0	0	0	**355,800**
520118	Refuse Disposal	0	0	0	**227,700**
520119	Computer Equipment/Software Maintenance	0	0	0	**244,700**
520120	Communications Equipment Services	0	0	0	**25,000**
520121	IT Application Svcs	0	0	0	**286,300**
520123	Vehicle & Motor Equipment Services	0	0	0	**3,919,800**
520124	Other Equipment Services	0	0	0	**7,500**
520126	Construction Site Work Services	0	0	0	**22,500**
520136	Billing & Collection Services	0	0	0	**114,000**
520141	Engineering Services	0	0	0	**82,000**
520157	Computer Software Maintenance Services	0	0	0	**247,000**
520510	Mail/Delivery Services	0	0	0	**95,400**
520515	Print Shop Services	0	0	0	**4,700**

Business Area Expenditure Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2310 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520520	Printing & Reproduction Services	0	0	0	4,000
520605	Advertising Services	0	0	0	500
520705	Insurance Fees	0	0	0	36,900
520765	Membership & Professional Fees	0	0	0	25,300
520805	Education & Training	0	0	0	108,900
520905	Travel - Training Related	0	0	0	11,500
520910	Travel - Non-Training Related	0	0	0	400
521405	Building Maintenance Services	0	0	0	118,300
521410	Sewer Services	0	0	0	28,700
521415	Land and Grounds Maintenance	0	0	0	20,000
521420	Infrastructure Maintenance Service	0	0	0	2,058,300
521505	Electricity	0	0	0	382,500
521510	Natural Gas	0	0	0	23,100
521605	Data Services	0	0	0	104,700
521610	Voice Services	0	0	0	350,500
521620	Voice Equipment	0	0	0	10,100
521625	Voice Labor	0	0	0	10,600
521630	GIS Revolving Fund Services	0	0	0	100,100
521705	Vehicle/Equipment Rental/Lease	0	0	0	57,200
521715	Office Equipment Rental	0	0	0	42,100
521730	Parking Space Rental	0	0	0	91,300
521905	Legal Services	0	0	0	1,300
521910	Legal Svcs - Crt Report	0	0	0	700
522305	Freight Charges	0	0	0	1,000
522430	Miscellaneous Other Services & Charges	0	0	0	48,900
522720	Interfund Payroll Services	0	0	0	61,900
522721	Interfund HR Client Services	0	0	0	373,700
522722	KRONOS Service Chargeback	0	0	0	16,200
522723	Drainage Fee Service Chargeback	0	0	0	6,200
522735	Interfund Communication Equipment Repair	0	0	0	115,500
522775	Interfund Utility Services	0	0	0	577,700
522795	Other Interfund Services	0	0	0	174,000
Total	**Other Services and Charges**	**0**	**0**	**0**	**12,959,300**
560210	Furniture Fixtures and Equipment	0	0	0	130,000
560220	Vehicles	0	0	0	1,309,900
560230	Computer HW and Developed SW	0	0	0	600,000
Total	**Equipment**	**0**	**0**	**0**	**2,039,900**
551010	Non-Capital Office Furniture & Equipment	0	0	0	2,800
551015	Non-Capital Computer Equipment	0	0	0	27,200
Total	**Non-Capital Equipment**	**0**	**0**	**0**	**30,000**
531110	Commercial Paper Agent Fees	0	0	0	1,800,000
532020	Transfers to Capital Projects	0	0	0	112,909,000
532025	Transfers to Special Revenues	0	0	0	2,889,400
Total	**Debt Service and Other Uses**	**0**	**0**	**0**	**117,598,400**
	Grand Total Expenditures	**0**	**0**	**0**	**176,468,800**


CITY OF HOUSTON
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STORM WATER FUND

Description and Mission

The Storm Water Fund is not technically an enterprise fund; however, it is closely associated with the Combined Utility System Fund, so it is grouped with the enterprise funds for clarity. The Combined Utility System transfer funds to this fund to support storm water drainage operation and maintenance activities.

The Department Mission is to provide the best level of maintenance to the storm water infrastructure with the resources provided and to maintain flow of storm water free of debris and foreign objects that cause flooding.

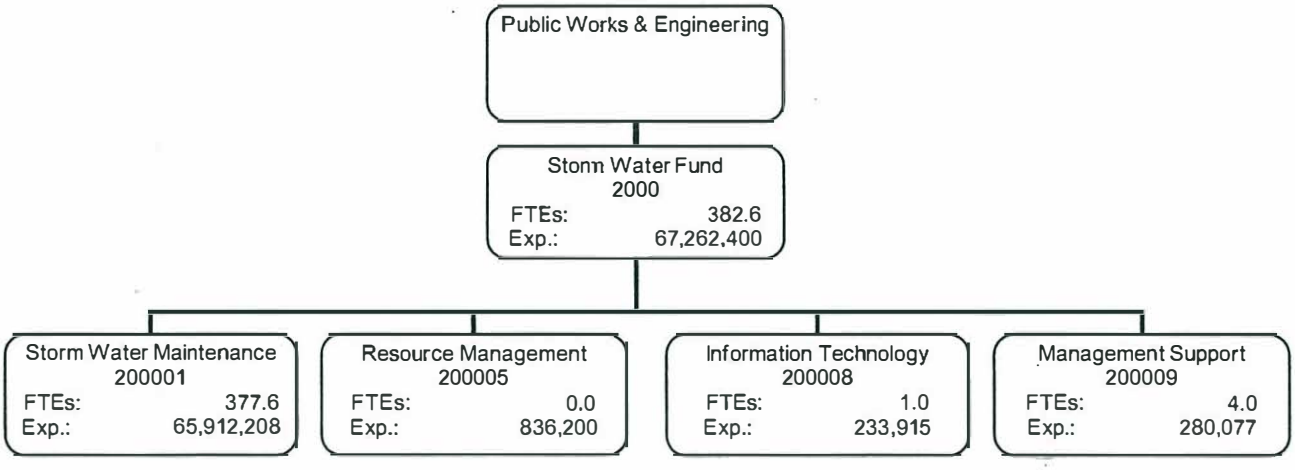
Department Short Term Goals

- Achieve the Storm Water Maintenance Branch's annual performance targets with the resources provided and to be responsive to 311 requests from the citizens
- Community involvement:
  - Performance Measure
  - Storm Water Education

Department Long Term Goals

- Increase productivity and reduce costs with improved technology, equipment and work procedures
- Reduce storm sewer pollution and environmental concerns
- Continue to improve services and responses to 311 requests
- Continue to expand the Glider Kit Program

Organization



Fund Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2302 / 2000

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	(121,922)	(121,922)	**17,112,327**
Revenues	55,550,788	55,550,788	**50,150,900**
Expenditures	38,316,539	38,316,539	**67,262,400**
Revenues Over/(Under) Expenditures	17,234,249	17,234,249	**(17,111,500)**
Ending Fund Balance	17,112,327	17,112,327	**827**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	17,112,327	17,112,327	**827**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Storm Water Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures. The negative Beginning Fund Balance in FY2011 is due to an FY2010 adjustment for non-spendable inventory in accordance to GASB issued Statement No. 54 "Fund Balance Reporting and Governmental Fund Type Definitions".

In FY2012, $38.3 million is expected to be spent for the maintenance of Rights-of-Way (ROW) and drainage infrastructure, such as storm sewers and roadside ditches and $11.6 million in Debt Service, which includes the interest on the drainage debt and pension obligation bonds. Also included in the expenditures is approximately $2.4 million for the City's National Pollutant Discharge Elimination System (NPDES) Program.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Business Area Budget Summary

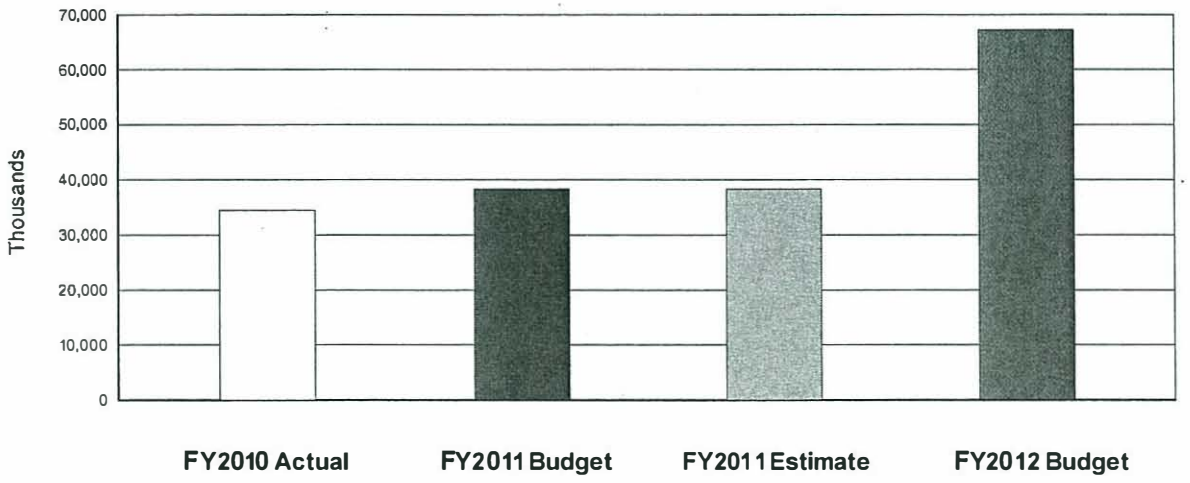
Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2302 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	18,787,201	18,968,805	18,944,671	**20,340,800**
	Supplies	2,141,092	2,581,300	2,341,459	**2,445,300**
	Other Services and Charges	9,251,734	13,975,591	14,134,454	**12,498,500**
	Equipment	2,828,323	1,845,296	1,954,358	**2,945,700**
	Non-Capital Equipment	0	312,726	308,776	**137,700**
	Total M & O Expenditures	33,008,350	37,683,718	37,683,718	**38,368,000**
	Debt Service & Other Uses	1,445,330	632,821	632,821	**28,894,400**
	Total Expenditures	34,453,680	38,316,539	38,316,539	**67,262,400**
Revenues		29,025,979	55,550,788	55,550,788	**50,150,900**
Staffing	Full-Time Equivalents - Civilian	380.0	382.6	364.7	**382.6**
	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	380.0	382.6	364.7	**382.6**
	Full-Time Equivalents - Overtime	24.5	25.8	25.7	**24.8**

Significant Budget Changes and Highlights

- This fund implemented portions of the City's NPDES Storm Water Permit from August 28, 1998 to September 3, 2003. Because there was a transition from the Environmental Protection Agency (EPA) to the Texas Commission on Environmental Quality (TCEQ), the permit was extended until TCEQ issued the Joint Task Force a Texas Pollution Discharge Elimination System Permit effective February 24, 2009 to February 24, 2014.
- Provide for the de-silting, regrading and establishment of proper elevation in roadside ditches.
- Provide for the inspection, repair and maintenance of damaged inlets, manholes and storm sewers.
- Provide for the maintenance, mowing and desilting of off-road and esplanade ditches, drainage easements and for the mowing and herbicide application in the City's right-of-way.
- Provide for the sweeping of the City's downtown streets and major thoroughfares throughout the City of Houston.

Storm Water
Public Works & Engineering
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2302 / 2000

Name: Storm Water Maintenance -- 200001

Mission: Provide the best level of maintenance to the storm water infrastructure with the resources provided and to maintain the flow of storm water free of debris and foreign objects that cause flooding.

Goal: Deliver quality services, in a safe and timely manner, that provide for the smooth operation and high-level maintenance of public infrastructure.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Manhole inspection	61,927	60,000	**60,000**
Ditch de-silted (miles)	309.3	275	**275**
Ditches inspected (miles)	245	244	**244**
Environmental inspection	1,451	1,400	**1,400**
Gutters swept (miles)	26,417	21,500	**21,500**

Name: Resouce Management -- 200005

Mission: Provide an efficient and customer service-oriented drainage billing system.

Goal: Timely and accurately bill drainage customers.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Resource support	N/A	100%	**100%**

Name: Information Technology -- 200008

Mission: Construct and maintain the most innovative, reliable and cost-effective technological solutions available for the public infrastructure systems and the administration of PW&E Department while providing users with secure data, prompt response time and high availability.

Goal: Provide management and administrative support for personnel. Provide telecommunication and voice communication services and support.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
System for enter. server downtime less 0.10%	99%	99%	**99.90%**
System for distri. down-time less than 0.50%	N/A	N/A	**99.50%**

Division Mission and Performance Measures

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2302 / 2000

Name: PWE -Management Support Branch -- 200009

Mission: Provide professional services to employees in the areas of health and safety; to respond and provide support in emergencies caused by natural or man-made disasters.

Goal: Provide field safety audits; provide training to PW&E employees; maintain safety training records; coordinate safety awareness to new hires; and customize safety courses upon request.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Facility management	7	7	7
Permit compliance	35	35	**35**
Environment contract compliance	350	350	**350**
Facility inspections	612	612	**612**

Division Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2302 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Storm Water Maintenance 200001						
De-silt, re-grade and establish proper elevations in roadside ditches. Clean and flush culverts.	377.1	34,276,408	361.1	34,570,203	**377.6**	**65,912,208**
Resouce Management 200005						
Timely and accurately bill drainage customers.	0.1	0	0.0	3,337,996	**0.0**	**836,200**
Information Technology 200008						
Provide support and maintenance of software and hardware used for the Storm Water maintenance operations.	0.0	0	1.0	221,086	**1.0**	**233,915**
PWE -Management Support Branch 200009						
Provide training in DDC, HAZCOM, HAZWOPPER, CPR, back injury, first aid and various safety practices. Provide safety awareness initiatives, review annual permits relating to NPDES, act as liaison between divisions, state and local regulatory agencies.	2.8	177,272	2.6	187,254	**4.0**	**280,077**
Total	380.0	34,453,680	364.7	38,316,539	**382.6**	**67,262,400**

Business Area Roster Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2302 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE AIDE	10	4.0	4.0	
ADMINISTRATIVE ASSISTANT	17	4.0	4.0	
ADMINISTRATIVE ASSOCIATE	13	8.0	8.0	
ADMINISTRATIVE COORDINATOR	24	1.0	1.0	
ADMINISTRATIVE SPECIALIST	20	3.0	2.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
CEMENT FINISHER	11	3.0	3.0	
CREW LEADER	11	4.0	4.0	
CUSTODIAN LEADER	8	1.0	1.0	
CUSTOMER SERVICE REP. I	13	1.0	0.8	(0.2)
CUSTOMER SERVICE REP. III	16	1.0	1.0	
DIVISION MANAGER	29	1.0	2.0	1.0
ENVIRONMENTAL INVESTIGATOR I	14	2.0	1.0	(1.0)
ENVIRONMENTAL INVESTIGATOR II	16	6.0	7.0	1.0
ENVIRONMENTAL INVESTIGATOR III	20	2.0	2.0	
ENVIRONMENTAL INVESTIGATOR IV	23	1.0	1.0	
ENVIRONMENTAL INVESTIGATOR V	28	1.0	1.0	
EQUIPMENT WORKER	13	101.0	101.0	
FIELD SUPERVISOR	17	25.0	26.0	1.0
GIS ANALYST	20	1.0	1.0	
INSPECTOR	18	2.0	2.0	
INSTRUMENT PERSON	11	4.0	4.0	
LABORER	4	106.0	106.0	
OFFICE SERVICE MANAGER	23	1.0	1.0	
PROCUREMENT SPECIALIST	24	0.0	1.0	1.0
PROJECT TECHNICIAN I	8	3.0	3.0	
PROJECT TECHNICIAN III	17	1.0	1.0	
PUBLIC WORKS MAINTENANCE MANAGER	29	3.0	3.0	
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	8.0	7.0	(1.0)
SAFETY REPRESENTATIVE	19	1.0	1.0	
SEMI-SKILLED LABORER	6	18.0	18.0	
SENIOR CLERK	8	1.0	1.0	
SENIOR DATA BASE ANALYST	25	1.0	1.0	
SENIOR DISPATCHER	12	1.0	1.0	
SENIOR INVENTORY MANAGEMENT CLERK	12	1.0	1.0	
SENIOR OFFICE ASSISTANT	12	1.0	1.0	
SENIOR PAYROLL CLERK	13	1.0	1.0	
TRUCK DRIVER	6	75.0	73.0	(2.0)
Total FTEs		**400.0**	**398.8**	**(1.2)**
Less adjustment for Civilian Vacancy Factor		**17.4**	**16.2**	**(1.2)**
Full-Time Equivalents		**382.6**	**382.6**	**0.0**

Business Area Revenue Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2302 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000010009	**PWE - Mowing Maintenance**			
432010	Interest on Pooled Investments	8,000	8,000	**15,000**
434215	Sale of Non-Capital Rolling Stock	41,216	41,216	**5,000**
434335	Recover Damage-Infrastructure	10,000	10,000	**10,000**
452030	Miscellaneous Revenue	10,000	10,000	**5,000**
490100	Transfer from Combined Utility General	55,481,572	55,481,572	**50,115,900**
Total	**PWE - Mowing Maintenance**	**55,550,788**	**55,550,788**	**50,150,900**
Total	**Public Works & Engineering**	**55,550,788**	**55,550,788**	**50,150,900**

Business Area Expenditure Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2302 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	11,624,864	11,750,300	11,699,787	**12,243,508**
500030	Salary Part Time - Civilian	25,164	28,762	29,361	**24,211**
500060	Overtime - Civilian	1,117,257	1,123,325	1,156,756	**1,163,584**
500090	Premium Pay - Civilian	44,822	50,237	44,695	**49,013**
500110	Bilingual Pay - Civilian	2,604	2,711	2,638	**2,712**
500210	Pay for Performance-Municipal	0	9,542	9,542	**9,427**
501070	Pension - Civilian	1,698,828	1,709,127	1,766,556	**2,203,409**
501120	Termination Pay - Civilian	25,156	93,452	93,452	**93,428**
502010	FICA - Civilian	926,725	1,001,378	959,570	**1,029,790**
503010	Health Ins-Act Civilian	2,400,847	2,469,849	2,373,792	**2,816,852**
503015	Basic Life Insurance - Active Civilian	6,660	6,622	6,731	**7,186**
503050	Health/Life Insurance - Retiree Civilian	457,677	384,174	398,893	**239,300**
503060	Long Term Disability-Civilian	32,030	32,469	30,107	**32,490**
503090	Workers Compensation-Civilian-Admin	71,752	80,409	78,379	**76,592**
503100	Workers Compensation-Civilian-Claim	301,620	212,197	246,272	**294,700**
504030	Unemployment Claims - Administration	51,195	14,251	48,140	**54,598**
Total	**Personnel Services**	**18,787,201**	**18,968,805**	**18,944,671**	**20,340,800**
511010	Chemical Gases & Special Fluids	172,301	168,400	168,400	**168,400**
511015	Cleaning & Sanitary Supplies	19,500	18,800	18,800	**17,300**
511020	Construction Materials	555,623	555,100	515,100	**600,100**
511025	Electrical Hardware & Parts	1,757	6,600	6,600	**6,600**
511030	Mechanical Hardware & Parts	3,937	8,600	8,600	**8,600**
511035	Meters Hydrants & Plumbing Supplies	0	500	500	**500**
511040	Audiovisual Supplies	0	300	300	**300**
511045	Computer Supplies	1,436	5,000	26,383	**3,000**
511050	Paper & Printing Supplies	6,102	5,300	5,300	**5,800**
511055	Publications & Printed Materials	68	800	800	**800**
511060	Postage	2,790	236,500	3,800	**1,500**
511070	Miscellaneous Office Supplies	6,376	8,800	8,800	**5,800**
511080	General Laboratory Supplies	11,974	13,300	13,300	**13,300**
511085	Drugs & Medical Chemicals	6	0	0	**0**
511090	Medical & Surgical Supplies	9,408	8,900	10,900	**8,900**
511095	Small Technical & Scientific Equipment	14	600	600	**600**
511110	Fuel	1,022,730	1,169,300	1,169,000	**1,235,200**
511115	Vehicle Repair & Maintenance Supplies	13,365	18,100	18,100	**18,100**
511120	Clothing	70,359	97,000	92,176	**85,100**
511125	Food Supplies	11,279	7,000	7,000	**7,000**
511140	Landscaping & Gardening Supplies	2,696	5,700	5,700	**5,700**
511145	Small Tools & Minor Equipment	25,676	85,400	50,000	**66,400**
511150	Miscellaneous Parts & Supplies	203,695	161,300	211,300	**186,300**
Total	**Supplies**	**2,141,092**	**2,581,300**	**2,341,459**	**2,445,300**
520100	Temporary Personnel Services	0	50,000	50,000	**95,000**
520102	Security Services	74,551	75,400	50,000	**91,000**
520106	Architectural Services	(15,214)	16,500	16,500	**16,500**
520107	Computer Info/Contr	208,926	100,000	100,000	**150,000**
520108	Information Resource Services	0	17,300	44,200	**17,300**
520109	Medical Dental & Laboratory Services	9,195	12,700	12,700	**12,700**
520110	Management Consulting Services	7,602	4,500	4,500	**4,500**
520114	Miscellaneous Support Services	0	5,000	177,500	**5,000**
520115	Real Estate Lease/Office Rental	84,588	89,900	89,900	**128,300**
520118	Refuse Disposal	1,092,705	1,306,100	1,238,600	**838,600**
520119	Computer Equipment/Software Maintenance	40,563	20,000	20,000	**20,000**
520121	IT Application Svcs	5,899	6,677	6,677	**6,500**
520123	Vehicle & Motor Equipment Services	4,706,179	4,738,404	5,006,400	**5,105,400**
520124	Other Equipment Services	16,931	16,300	16,300	**14,800**
520126	Construction Site Work Services	(53,114)	501,300	501,300	**501,300**

Business Area Expenditure Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2302 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520128	Other Construction Work Services	116,324	188,621	99,600	**199,600**
520141	Engineering Services	(237,179)	302,300	158,100	**358,100**
520157	Computer Software Maintenance Services	0	2,882,090	2,847,917	**836,200**
520510	Mail/Delivery Services	0	3,800	3,800	**3,800**
520515	Print Shop Services	2,582	800	800	**800**
520520	Printing & Reproduction Services	0	300	300	**300**
520605	Advertising Services	0	36,708	0	**0**
520705	Insurance Fees	0	17,300	15,104	**16,000**
520765	Membership & Professional Fees	2,422	5,400	3,268	**2,400**
520805	Education & Training	12,175	17,500	17,500	**19,000**
520905	Travel - Training Related	414	4,600	4,600	**8,100**
521305	Indirect Cost Recovery Payment	1,042,080	1,158,533	1,158,533	**1,257,100**
521405	Building Maintenance Services	59,873	99,200	99,200	**83,600**
521415	Land and Grounds Maintenance	3,476	2,300	2,300	**2,300**
521420	Infrastructure Maintenance Service	1,915,487	1,873,700	1,903,700	**1,903,700**
521605	Data Services	652	265	265	**900**
521610	Voice Services	10,012	9,230	17,491	**12,700**
521615	Radio Communications	0	30,000	30,000	**30,000**
521620	Voice Equipment	0	29,799	29,799	**0**
521625	Voice Labor	0	108	108	**100**
521630	GIS Revolving Fund Services	0	71,950	71,950	**72,000**
521705	Vehicle/Equipment Rental/Lease	623	1,300	1,300	**1,300**
521715	Office Equipment Rental	6,726	12,200	12,200	**12,200**
521725	Other Rental	0	13,000	13,000	**13,000**
521730	Parking Space Rental	10,854	31,100	31,100	**31,100**
521905	Legal Services	1,356	500	1,532	**500**
521910	Legal Svcs - Crt Report	210	200	200	**200**
522205	Metro Commuter Passes	2,426	2,000	2,000	**2,000**
522430	Miscellaneous Other Services & Charges	29,583	32,000	44,999	**32,700**
522720	Interfund Payroll Services	0	80,706	80,706	**48,100**
522721	Interfund HR Client Services	0	0	40,505	**291,600**
522722	KRONOS Service Chargeback	0	0	0	**12,800**
522723	Drainage Fee Service Chargeback	0	0	0	**122,800**
522730	Interfund Engineering Services	10,065	0	0	**0**
522735	Interfund Communication Equipment Repair	0	200	200	**200**
522765	Interfund Legal Services	0	200	200	**200**
522790	Interfund Inventory Adjustments	129	600	600	**600**
522795	Other Interfund Services	82,633	107,000	107,000	**115,600**
Total	**Other Services and Charges**	**9,251,734**	**13,975,591**	**14,134,454**	**12,498,500**
560210	Furniture Fixtures and Equipment	0	99,996	60,000	**100,000**
560220	Vehicles	2,828,323	1,599,500	1,775,000	**2,845,700**
560230	Computer HW and Developed SW	0	145,800	119,358	**0**
Total	**Equipment**	**2,828,323**	**1,845,296**	**1,954,358**	**2,945,700**
551010	Non-Capital Office Furniture & Equipment	0	100,000	100,000	**0**
551015	Non-Capital Computer Equipment	0	124,526	120,576	**57,200**
551020	Non-Capital Communication Equipment	0	88,200	88,200	**80,500**
Total	**Non-Capital Equipment**	**0**	**312,726**	**308,776**	**137,700**
531150	Discretionary Debt	813,503	0	0	**11,150,100**
532005	Transfers to General Fund	66,506	67,500	67,500	**17,179,000**
532050	Trans to PIB Bonds Debt Service	565,321	565,321	565,321	**565,300**
Total	**Debt Service and Other Uses**	**1,445,330**	**632,821**	**632,821**	**28,894,400**
	Grand Total Expenditures	**34,453,680**	**38,316,539**	**38,316,539**	**67,262,400**

SPECIAL REVENUE FUNDS

Administration and Regulatory Affairs
- BARC X-2
- Parking Management X-10

Finance
- Fleet and Equipment Acquisition X-18

Health
- Swimming Pool Safety Fund X-24

Library
- Digital Houston X-32

Mayor's Office
- Houston Emergency Center X-44
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- Municipal Courts Technology Fee X-70
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Parks and Recreation
- Parks Special Revenue X-86

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- Asset Forfeiture X-104
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Public Works and Engineering
- Building Inspection X-160
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- Mobility Response Team X-178

Solid Waste
- Recycling Expansion Program X-194

Fund Summary

Fund Name : **BARC Special Revenue**
Business Area Name : **Administration and Regulatory Affairs**
Fund No./Bus. Area No. : **2427 / 6500**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**935,978**
Revenues	6,121,549	7,007,349	**7,201,749**
Expenditures	6,121,549	6,071,371	**8,137,727**
Revenues Over/(Under) Expenditures	0	935,978	**(935,978)**
Ending Fund Balance	0	935,978	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	935,978	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Current Budget, the FY2011 Current Estimate and the FY2012 Budget for the BARC Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The BARC Special Revenue Fund is dedicated to promoting humane animal care, protecting the public health and safety as well as educate and enforce responsible pet ownership in the City of Houston.

BARC (Bureau of Animal Regulation and Care) was initially transferred from the Health Department to the Administration and Regulatory Affairs Department (ARA) General Fund on October 14, 2009 as part of a restructuring initiative by Mayor Bill White. Severely underfunded BARC managed to continue operations as intended. The per capita (Houston) funding for BARC when transferred from the Health Department was $2.35 per capita versus other Texas Cities of $5.00 per capita to $7.50 per capita.

In an attempt to raise additional funding to meet per capita requirements for the City of Houston, Mayor Parker requested City Council create the BARC Special Revenue Fund. On November 3, 2010 City Council approved ordinance no. 2010-856 creating the BARC Special Revenue Fund transferring a total of $6,121,549 from ARA's General Fund. The FY2012 budget represents $3.81 per capita, an improvement, because BARC can now keep contributions and revenues created from animal related funding sources.

Business Area Budget Summary

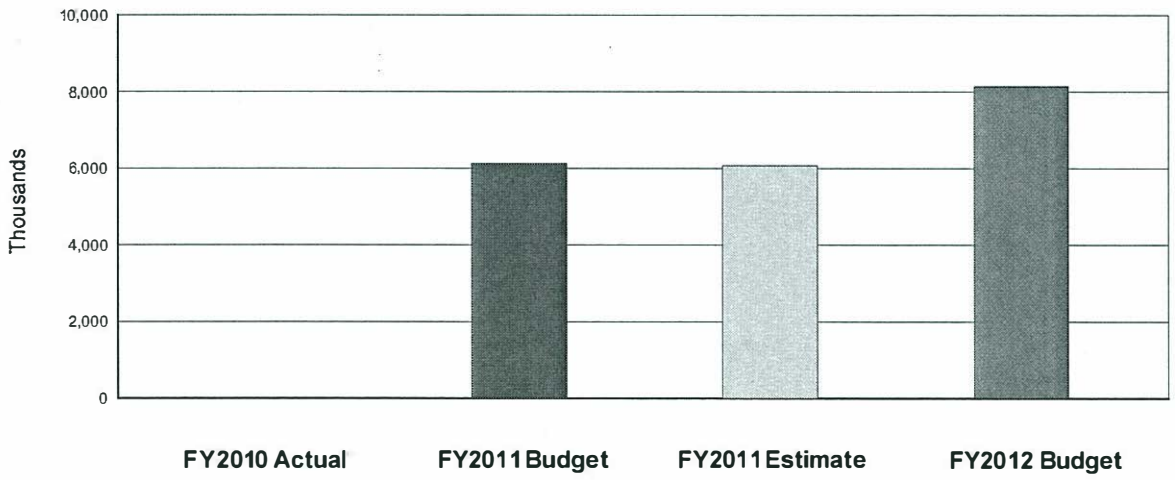
Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 2427 / 6500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	4,202,201	4,094,635	**6,145,608**
	Supplies	0	685,743	727,294	**709,393**
	Other Services and Charges	0	1,231,541	1,247,378	**1,280,662**
	Non-Capital Equipment	0	2,064	2,064	**2,064**
	Total M & O Expenditures	0	6,121,549	6,071,371	**8,137,727**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	0	6,121,549	6,071,371	**8,137,727**
Revenues		0	6,121,549	7,007,349	**7,201,749**
Staffing	Full-Time Equivalents - Civilian	0.0	76.8	74.1	**106.2**
	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	76.8	74.1	**106.2**
	Full-Time Equivalents - Overtime	0.0	0.0	0.4	**1.2**

Significant Budget Changes and Highlights

- FY2012 budget includes additional funding in personnel from private contributions and other revenue generated in FY2011 and projected in FY2012. This funding will be used for staff realignment and classification changes in order to meet staffing needs primarily in veterinary, kennel, and in-house licensing services.

BARC Special Revenue
Administration and Regulatory Affairs
Expenditure Summary



Division Mission and Performance Measures

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 2427 / 6500

Name: ARA - BARC -- 650008

Mission: To promote humane animal care and protect Public Health and Safety in the City of Houston, including shelter, pet placement, ownership, education and enforcement.

Goal: Generate a positive live release trend. Provide low-cost spay and neuter services. Maintain healthy and clean kennel standards. Enforce pet licensing requirements. Develop additional educational programs in partnership with other community organizations that are dedicated to the well-being of animals.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Spay/Neuter	N/A	7,200	**7,200**
Calls Dispatched	N/A	32,000	**32,000**
Animals Impounded	N/A	30,000	**30,000**
Live Releases	N/A	13,000	**13,000**
Citations	N/A	6,000	**6,000**

Division Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 2427 / 6500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
ARA - BARC 650008						
Promote compassionate animal care through pet placement, proper pet ownership and education. Protect the public health and safety by regulating and enforcing local ordinances and state laws to ensure a controllable pet population in the City of Houston.	0.0	0	74.1	6,071,371	**106.2**	**8,137,727**
Total	0.0	0	74.1	6,071,371	**106.2**	**8,137,727**

Business Area Roster Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 2427 / 6500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	0.0	2.0	2.0
ADMINISTRATIVE SPECIALIST	20	0.0	5.0	5.0
ADMINISTRATIVE SUPERVISOR	22	0.0	3.0	3.0
ANIMAL CARE TECHNICIAN	11	0.0	12.0	12.0
ANIMAL CONTROL MANAGER	25	0.0	2.0	2.0
ANIMAL CONTROL OFFICER	13	0.0	17.0	17.0
ANIMAL CONTROL OFFICER TRAINEE	11	0.0	6.0	6.0
ASSISTANT DIRECTOR (EXE LEV)	32	0.0	1.0	1.0
CHIEF VETERINARIAN,DVM	30	0.0	1.0	1.0
CUSTOMER SERVICE REP. I	13	0.0	6.0	6.0
CUSTOMER SERVICE REP. II	15	0.0	4.0	4.0
CUSTOMER SERVICE REP. III	16	0.0	4.0	4.0
CUSTOMER SERVICE SUPERVISOR	18	0.0	1.0	1.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	0.0	1.0	1.0
DIVISION MANAGER	29	0.0	1.0	1.0
INVENTORY MANAGEMENT CLERK	9	0.0	1.0	1.0
KENNEL ATTENDANT	8	0.0	10.0	10.0
MANAGEMENT ANALYST II	18	0.0	1.0	1.0
MANAGEMENT ANALYST III	21	0.0	1.0	1.0
MECHANIC III	19	0.0	1.0	1.0
SENIOR ANIMAL CARE TECHNICIAN	15	0.0	10.0	10.0
SENIOR ANIMAL CONTROL OFFICER	16	0.0	2.0	2.0
STAFF VETERINARIAN,DVM	28	0.0	2.2	2.2
SYSTEMS SUPPORT ANALYST III	22	0.0	1.0	1.0
TRAINER	17	0.0	1.0	1.0
VETERINARIAN TECHNICIAN SUPERVISOR	21	0.0	1.0	1.0
VETERINARY TECHNICIAN	15	0.0	9.0	9.0
Total FTEs		**0.0**	**106.2**	**106.2**
Less adjustment for Civilian Vacancy Factor		**(76.8)**	**0.0**	**76.8**
Full-Time Equivalents		**76.8**	**106.2**	**29.4**

Business Area Revenue Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 2427 / 6500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6500080008	**ARA - BARC**			
421080	Rabies Control Licenses	0	600,000	**700,000**
426050	Animal Control Fees	0	129,200	**122,200**
432010	Interest on Pooled Investments	0	35,500	**48,000**
434230	Animal Adoption	0	100,000	**190,000**
444010	Private Contributions	0	20,000	**20,000**
452030	Miscellaneous Revenue	0	1,100	**0**
490010	Transfer from General Fund	6,121,549	6,121,549	**6,121,549**
Total	**ARA - BARC**	**6,121,549**	**7,007,349**	**7,201,749**
Total	**Administration and Regulatory Affairs**	**6,121,549**	**7,007,349**	**7,201,749**

Business Area Expenditure Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 2427 / 6500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	0	2,742,099	2,673,358	**3,931,097**
500030	Salary Part Time - Civilian	0	236,710	243,711	**246,883**
500060	Overtime - Civilian	0	20,000	20,000	**60,000**
500090	Premium Pay - Civilian	0	0	4,335	**4,176**
500110	Bilingual Pay - Civilian	0	14,457	17,859	**16,264**
501070	Pension - Civilian	0	422,879	398,330	**707,595**
501120	Termination Pay - Civilian	0	0	2,499	**0**
502010	FICA - Civilian	0	247,838	223,156	**323,279**
503010	Health Ins-Act Civilian	0	447,238	419,272	**753,477**
503015	Basic Life Insurance - Active Civilian	0	1,594	1,604	**2,354**
503060	Long Term Disability-Civilian	0	6,104	5,641	**8,670**
503090	Workers Compensation-Civilian-Admin	0	15,769	15,357	**21,243**
503100	Workers Compensation-Civilian-Claim	0	45,000	67,000	**67,000**
504030	Unemployment Claims - Administration	0	2,513	2,513	**3,570**
Total	**Personnel Services**	**0**	**4,202,201**	**4,094,635**	**6,145,608**
511010	Chemical Gases & Special Fluids	0	1,000	1,500	**1,500**
511015	Cleaning & Sanitary Supplies	0	53,500	53,500	**53,500**
511020	Construction Materials	0	5,000	5,000	**5,000**
511025	Electrical Hardware & Parts	0	0	51	**500**
511030	Mechanical Hardware & Parts	0	5,800	5,800	**500**
511040	Audiovisual Supplies	0	2,500	2,500	**2,500**
511045	Computer Supplies	0	3,000	3,000	**3,000**
511050	Paper & Printing Supplies	0	1,000	5,000	**5,000**
511055	Publications & Printed Materials	0	7,000	7,000	**3,500**
511060	Postage	0	4,000	4,000	**4,000**
511070	Miscellaneous Office Supplies	0	20,000	20,000	**20,000**
511085	Drugs & Medical Chemicals	0	55,000	55,000	**55,000**
511090	Medical & Surgical Supplies	0	35,000	35,000	**35,000**
511095	Small Technical & Scientific Equipment	0	20,000	20,000	**20,000**
511100	Veterinary & Animal Supplies	0	258,791	295,791	**295,791**
511110	Fuel	0	141,102	141,102	**141,102**
511115	Vehicle Repair & Maintenance Supplies	0	1,000	1,000	**1,000**
511120	Clothing	0	10,000	10,000	**3,500**
511125	Food Supplies	0	3,050	3,050	**0**
511145	Small Tools & Minor Equipment	0	2,000	2,000	**2,000**
511150	Miscellaneous Parts & Supplies	0	56,000	56,000	**56,000**
511160	Protective Gear	0	1,000	1,000	**1,000**
Total	**Supplies**	**0**	**685,743**	**727,294**	**709,393**
520100	Temporary Personnel Services	0	390,000	362,063	**250,000**
520102	Security Services	0	46,000	46,000	**6,600**
520103	Subrecipient Contract Services	0	280,000	280,000	**296,000**
520109	Medical Dental & Laboratory Services	0	6,000	6,000	**6,000**
520110	Management Consulting Services	0	55,400	55,400	**0**
520114	Miscellaneous Support Services	0	3,000	4,000	**4,000**
520118	Refuse Disposal	0	3,000	3,000	**3,000**
520119	Computer Equipment/Software Maintenance	0	26,000	26,000	**26,000**
520121	IT Application Svcs	0	3,756	3,756	**3,756**
520123	Vehicle & Motor Equipment Services	0	15,000	15,000	**15,000**
520510	Mail/Delivery Services	0	300	300	**300**
520515	Print Shop Services	0	3,000	3,000	**3,000**
520520	Printing & Reproduction Services	0	6,500	6,500	**6,500**
520605	Advertising Services	0	0	305	**0**

Business Area Expenditure Summary

Fund Name : **BARC Special Revenue**
Business Area Name : **Administration and Regulatory Affairs**
Fund No./Bus. Area No. : **2427 / 6500**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520705	Insurance Fees	0	0	15,926	**32,388**
520765	Membership & Professional Fees	0	0	1,000	**0**
520805	Education & Training	0	5,000	5,000	**5,000**
520905	Travel - Training Related	0	6,250	8,350	**8,350**
521405	Building Maintenance Services	0	26,579	27,747	**183,304**
521505	Electricity	0	170,483	170,483	**170,483**
521510	Natural Gas	0	22,000	22,000	**22,000**
521605	Data Services	0	4,660	4,660	**4,660**
521610	Voice Services	0	42,849	65,000	**42,849**
521620	Voice Equipment	0	687	687	**687**
521625	Voice Labor	0	0	124	**0**
521705	Vehicle/Equipment Rental/Lease	0	10,000	10,000	**5,000**
522305	Freight Charges	0	78,000	78,000	**79,000**
522430	Miscellaneous Other Services & Charges	0	12,077	12,077	**12,077**
522721	Interfund HR Client Services	0	0	0	**77,081**
522722	KRONOS Service Chargeback	0	0	0	**2,627**
522780	Interfund Photo Copy Services	0	15,000	15,000	**15,000**
Total	**Other Services and Charges**	**0**	**1,231,541**	**1,247,378**	**1,280,662**
551010	Non-Capital Office Furniture & Equipment	0	2,064	2,064	**2,064**
Total	**Non-Capital Equipment**	**0**	**2,064**	**2,064**	**2,064**
	Grand Total Expenditures	**0**	**6,121,549**	**6,071,371**	**8,137,727**

Fund Summary

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

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	1,656,085	1,656,085	**45,472**
Revenues	15,292,269	15,292,269	**19,941,194**
Expenditures	16,902,882	16,902,882	**18,986,666**
Revenues Over/(Under) Expenditures	(1,610,613)	(1,610,613)	**954,528**
Ending Fund Balance	45,472	45,472	**1,000,000**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	45,472	45,472	**1,000,000**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Current Budget, the FY2011 Current Estimate and the FY2012 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 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. It is the division's goal to provide safe and sufficient parking to residents, businesses and guests.

Business Area Budget Summary

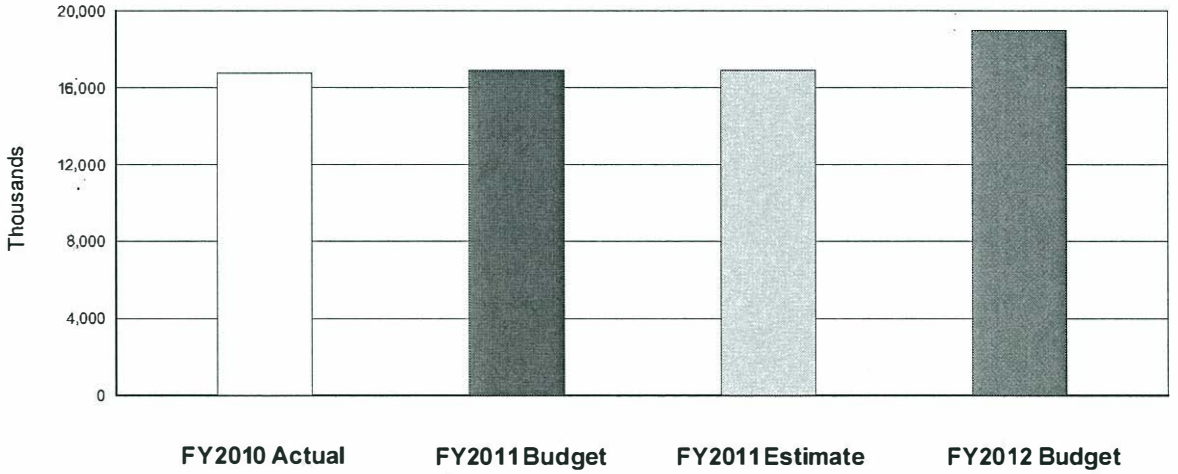
Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 8700 / 6500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	3,456,899	3,202,018	3,132,359	**3,796,597**
	Supplies	506,448	594,443	567,858	**573,232**
	Other Services and Charges	2,397,510	3,282,462	3,314,860	**3,960,944**
	Equipment	548,212	138,950	138,950	**0**
	Non-Capital Equipment	308,907	132,280	211,378	**25,500**
	Total M & O Expenditures	7,217,976	7,350,153	7,365,405	**8,356,273**
	Debt Service & Other Uses	9,529,235	9,552,729	9,537,477	**10,630,393**
	Total Expenditures	16,747,211	16,902,882	16,902,882	**18,986,666**
Revenues		14,229,899	15,292,269	15,292,269	**19,941,194**
Staffing	Full-Time Equivalents - Civilian	53.5	61.0	61.0	**67.0**
	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	53.5	61.0	61.0	**67.0**
	Full-Time Equivalents - Overtime	0.4	0.3	0.3	**0.3**

Significant Budget Changes and Highlights

- o In FY2012, additional parking meters with projected $5M increase in revenue from citations and meter parking are expected.
- o Additional staff (6 positions) for Enforcement, Meter Operation, and Customer Service to support expanded parking revenue program.
- o Includes transfer $9.1M revenue to the General Fund in FY2012.
- o Debt Service payment increased to $1.5M for the 1,000 parking meters currently in service, with addtional meters to be purchased and installed in other areas that have been identified.
- o FY2012 funding to support several projects including surface parking lot upgrades at University of Houston -Downtown, additional accessible parking spaces for Americans with Disabilities and surface parking lot upgrades adjacent to Dynamo Soccer Stadium located near Hwy 59.
- o FY2012 funding of $200,000 for completion of the parking study and City's master plan extended into FY2012.

Parking Management
Administration and Regulatory Affairs
Expenditure Summary



Division Mission and Performance Measures

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

Name: Administration & Customer Service -- 650091

Mission: To promote parking industry's best practices and to promote the parking experience for its diverse customer base.

Goal: To effectively handle customer's inquiries and needs in a timely manner as it pertains to processing parking permits and collecting parking fees, and increase the City's potential revenue stream through the addition of new programs and benefits.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Process permit application and payments for residential parking	1,659	1,500	**1,500**
Valet parking	129	115	**115**
Commercial vehicles zone	736	691	**691**

Name: Meter Enforcement -- 650092

Mission: The Meter Enforcement staff serve as ambassadors to the public and as a city resource to promote the safe flow of traffic by enforcing the compliance to the City of Houston ordinances relative to on-street parking.

Goal: To improve the quality of life for motorists and residents by enforcing parking ordinances throughout neighborhoods and the City's business community.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Citations issued for violations of on-street parking ordinances	208,970	220,000	**284,900**
Detect and boot eligible vehicles for non-pymts	1,659	1,500	**1,700**

Name: Meter Operation -- 650093

Mission: To effectively manage the City's right of way and curb space, help promote the economic development of adjacent venues, and maintain the City's infrastructure and equipment which provides and supports an efficient operation of metered parking.

Goal: To assure that parking meter equipment is in proper working condition for the acceptance of parking payments, and to safeguard the revenues collected from parking meters.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Luke meters installed	750	250	**100**
Meter spaces in service	6,979	7,300	**8,050**
Meter payment percentages			
cash (bills & coins)	63.3%	65%	**62%**
Credit cards	36.7%	35%	**38%**

Division Summary

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

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Administration & Customer Service 650091						
Responsible for managing and monitoring City of Houston's parking programs. Duties include management of citation database and sale of permits: Commercial Vehicle Loading/Unloading Zones, Valet Parking Operators, Meter Bagging and News Racks. Receives, counts and prepares for bank deposits of all meter and permit payments received.	14.3	12,394,258	15.0	13,245,467	**17.0**	**14,125,475**
Meter Enforcement 650092						
Meter Enforcement is staffed with employees responsible for monitoring citizens compliance with City of Houston on-street parking ordinances. Search for and boot vehicles for failure to issue payment of applicable fees associated with on-street parking violations.	27.1	1,803,967	33.0	1,649,765	**35.0**	**1,852,067**
Meter Operation 650093						
Meter Operations is responsible for the collection of coins and bills inserted into the on-street meters and deliver the collections to the division's business office. It provides regular maintenance of infrastructure equipment associated with on-street metered parking spaces.	12.1	2,548,986	13.0	2,007,650	**15.0**	**3,009,124**
Total	53.5	16,747,211	61.0	16,902,882	**67.0**	**18,986,666**

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	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	4.0	0.0	(4.0)
ADMINISTRATIVE ASSOCIATE	13	2.0	1.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	2.0	3.0	1.0
ADMINISTRATIVE SUPERVISOR	22	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
ASSISTANT SUPERINTENDENT	20	1.0	0.0	(1.0)
CUSTOMER SERVICE REP. I	13	2.0	3.0	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	0.0	1.0	1.0
DIVISION MANAGER	29	0.0	4.0	4.0
FINANCIAL ANALYST III	21	1.0	1.0	
MAINTENANCE MECHANIC II	12	4.0	5.0	1.0
MAINTENANCE MECHANIC III	14	1.0	1.0	
OFFICE SUPERVISOR	17	3.0	3.0	
PARKING ENFORCEMENT LEADER	14	3.0	3.0	
PARKING ENFORCEMENT OFFICER	10	24.0	26.0	2.0
PARKING METER COLLECTOR	10	5.0	6.0	1.0
SECURITY OFFICER	8	1.0	1.0	
SENIOR DATA CONTROL CLERK	12	1.0	1.0	
SENIOR DISPATCHER	12	1.0	1.0	
SIGN PROCESSOR	9	1.0	1.0	
Total FTEs		**61.0**	**67.0**	**6.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**61.0**	**67.0**	**6.0**

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	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6500090001	**ARA - Parking Customer Services**			
421250	Valet Parking Operator Permits	35,610	35,610	**35,610**
421280	Other Licenses & Permits	205,500	205,500	**246,750**
424110	Other Interfund Services	603,501	0	**0**
427020	Parking Violations	7,604,188	7,000,000	**10,222,000**
427090	Residential Parking Permit	33,274	60,000	**54,000**
427230	Boot Fees	66,750	125,000	**216,750**
427240	Administrative Boot Fees	66,750	125,000	**216,750**
428080	Returned Check Charges	0	2,000	**2,000**
432010	Interest on Pooled Investments	50,000	100,000	**50,000**
432015	Gain or Loss-Investment Market Adjust.	0	(2,556)	**0**
434335	Recover Damage-Infrastructure	0	1,537	**0**
434505	Prior Year Expenditure Recovery	0	1,259,129	**0**
447010	Metered Parking Revenue	4,790,000	4,616,000	**7,276,000**
447030	Surface Parking Revenue	1,274,827	1,200,000	**1,056,000**
447031	Commerce Surface Lot Revenue	0	22,668	**19,800**
447032	Bolsover Surface Lot Revenue	0	9,887	**0**
447040	Contract Parking Revenue	545,034	545,034	**545,034**
452020	Recoveries & Refunds	0	20	**0**
452030	Miscellaneous Revenue	0	(27,560)	**0**
456256	NewSrack Permit and Decal Fees	16,835	15,000	**500**
Total	**ARA - Parking Customer Services**	**15,292,269**	**15,292,269**	**19,941,194**
Total	**Administration and Regulatory Affairs**	**15,292,269**	**15,292,269**	**19,941,194**

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	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	2,025,841	2,217,433	2,132,952	**2,522,458**
500030	Salary Part Time - Civilian	9,178	0	0	**0**
500060	Overtime - Civilian	20,467	15,600	15,096	**17,000**
500090	Premium Pay - Civilian	7,854	7,200	8,029	**8,050**
500110	Bilingual Pay - Civilian	8,429	8,120	9,040	**9,040**
501030	Earned Leave - Civilian	36,514	0	0	**0**
501050	Employee Awards	0	0	0	**1,000**
501070	Pension - Civilian	301,695	317,380	315,891	**454,041**
501120	Termination Pay - Civilian	3,016	0	934	**0**
501160	Vehicle Allowance - Civilian	4,216	4,216	4,216	**4,216**
502010	FICA - Civilian	149,489	168,689	155,022	**194,121**
503010	Health Ins-Act Civilian	355,562	401,370	391,285	**483,350**
503015	Basic Life Insurance - Active Civilian	1,166	1,305	1,324	**1,493**
503050	Health/Life Insurance - Retiree Civilian	308,701	5,135	5,135	**5,135**
503060	Long Term Disability-Civilian	4,801	5,185	5,185	**5,695**
503090	Workers Compensation-Civilian-Admin	55,672	12,810	12,810	**13,400**
503100	Workers Compensation-Civilian-Claim	29,837	35,440	65,440	**69,618**
504010	Pension - GASB 27 Pension Accrual	121,712	0	0	**0**
504030	Unemployment Claims - Administration	12,749	2,135	10,000	**7,980**
Total	**Personnel Services**	**3,456,899**	**3,202,018**	**3,132,359**	**3,796,597**
511010	Chemical Gases & Special Fluids	195	2,260	2,260	**3,585**
511015	Cleaning & Sanitary Supplies	7,012	25,000	25,000	**36,855**
511020	Construction Materials	43,547	54,950	54,950	**54,870**
511025	Electrical Hardware & Parts	170,140	200,074	200,074	**144,253**
511030	Mechanical Hardware & Parts	20,521	35,000	16,689	**49,500**
511035	Meters Hydrants & Plumbing Supplies	30,943	17,370	17,370	**16,200**
511045	Computer Supplies	2,213	2,000	2,000	**4,000**
511050	Paper & Printing Supplies	119,854	141,800	111,800	**123,830**
511055	Publications & Printed Materials	519	1,000	1,000	**1,000**
511060	Postage	498	7,496	1,096	**7,996**
511070	Miscellaneous Office Supplies	14,937	10,200	10,200	**13,975**
511090	Medical & Surgical Supplies	0	300	300	**300**
511110	Fuel	35,640	43,550	43,550	**55,775**
511115	Vehicle Repair & Maintenance Supplies	109	1,500	5,000	**5,000**
511120	Clothing	23,493	30,000	35,415	**33,150**
511125	Food Supplies	1,689	3,000	3,000	**1,000**
511145	Small Tools & Minor Equipment	5,234	8,500	8,500	**6,500**
511150	Miscellaneous Parts & Supplies	29,904	10,443	29,654	**15,443**
Total	**Supplies**	**506,448**	**594,443**	**567,858**	**573,232**
520100	Temporary Personnel Services	3,208	5,000	0	**0**
520102	Security Services	0	8,795	30,000	**53,820**
520106	Architectural Services	19,355	0	0	**0**
520108	Information Resource Services	83,666	110,880	60,880	**20,880**
520109	Medical Dental & Laboratory Services	0	0	687	**0**
520110	Management Consulting Services	209,178	300,000	160,000	**200,000**
520112	Banking Services	5,635	70,000	72,000	**100,000**
520114	Miscellaneous Support Services	517,600	364,500	379,080	**495,000**
520115	Real Estate Lease/Office Rental	0	0	68,466	**248,520**
520119	Computer Equipment/Software Maintenance	100,568	154,028	195,000	**160,000**
520120	Communications Equipment Services	8,520	9,700	9,700	**156,100**
520121	IT Application Svcs	165	0	29,531	**13,368**
520123	Vehicle & Motor Equipment Services	69,096	41,500	41,500	**62,250**
520124	Other Equipment Services	0	5,000	15,000	**5,000**
520126	Construction Site Work Services	0	615,305	615,305	**0**
520128	Other Construction Work Services	194,796	310,847	189,936	**813,000**
520143	Credit/Bank Card Services	180,291	192,400	192,400	**192,400**

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	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520157	Computer Software Maintenance Services	0	1,953	50,000	**0**
520510	Mail/Delivery Services	57,105	96,800	96,800	**113,200**
520515	Print Shop Services	6,381	15,027	5,027	**10,000**
520520	Printing & Reproduction Services	35,343	64,000	40,000	**65,420**
520605	Advertising Services	0	4,000	1,700	**4,000**
520705	Insurance Fees	54	0	0	**1,451**
520725	Assessments - Other Governments	0	0	(156)	**0**
520765	Membership & Professional Fees	1,095	3,350	3,350	**1,545**
520805	Education & Training	1,281	5,450	3,099	**2,700**
520815	Tuition Reimbursement	0	10,000	1,000	**0**
520905	Travel - Training Related	2,899	8,600	6,368	**8,600**
520910	Travel - Non-Training Related	1,070	1,500	1,500	**0**
521305	Indirect Cost Recovery Payment	247,314	181,124	181,124	**349,755**
521410	Sewer Services	0	0	35	**1,116**
521415	Land and Grounds Maintenance	1,500	5,000	0	**5,000**
521505	Electricity	0	0	12,000	**25,020**
521510	Natural Gas	0	0	1,200	**3,600**
521605	Data Services	2,938	25,000	20,000	**61,921**
521610	Voice Services	17,925	20,000	54,983	**50,000**
521630	GIS Revolving Fund Services	0	2,318	2,318	**2,318**
521705	Vehicle/Equipment Rental/Lease	6,747	3,639	6,280	**2,700**
521715	Office Equipment Rental	11,170	22,100	19,800	**22,100**
521725	Other Rental	1,114	1,000	1,988	**1,988**
522205	Metro Commuter Passes	2,777	5,000	2,200	**5,000**
522305	Freight Charges	3,432	7,500	1,000	**8,250**
522430	Miscellaneous Other Services & Charges	14,545	22,046	11,592	**15,160**
522721	Interfund HR Client Services	0	0	0	**33,501**
522722	KRONOS Service Chargeback	0	0	0	**2,166**
522765	Interfund Legal Services	35	0	0	**0**
522795	Other Interfund Services	590,707	583,000	729,667	**637,995**
522820	Interfund EB Cape Training	0	6,100	2,500	**6,100**
Total	**Other Services and Charges**	**2,397,510**	**3,282,462**	**3,314,860**	**3,960,944**
560210	Furniture Fixtures and Equipment	0	12,700	12,700	**0**
560220	Vehicles	0	101,250	101,250	**0**
560230	Computer HW and Developed SW	328,792	25,000	25,000	**0**
560260	Infrastructure	219,420	0	0	**0**
Total	**Equipment**	**548,212**	**138,950**	**138,950**	**0**
551010	Non-Capital Office Furniture & Equipment	0	20,000	32,248	**20,000**
551015	Non-Capital Computer Equipment	295,476	112,280	173,280	**5,500**
551020	Non-Capital Communication Equipment	13,431	0	0	**0**
551030	Non-Capital Machinery & Equipment	0	0	5,850	**0**
Total	**Non-Capital Equipment**	**308,907**	**132,280**	**211,378**	**25,500**
531145	Transfers for Interest	0	1,200,000	1,278,348	**1,513,022**
532005	Transfers to General Fund	9,139,174	8,259,129	8,259,129	**9,117,371**
532025	Transfers to Special Revenues	390,061	93,600	0	**0**
Total	**Debt Service and Other Uses**	**9,529,235**	**9,552,729**	**9,537,477**	**10,630,393**
	Grand Total Expenditures	**16,747,211**	**16,902,882**	**16,902,882**	**18,986,666**

Fund Summary

Fund Name : **Fleet and Equipment Acquisition Fund**
Business Area Name : **General Debt Service**
Fund No./Bus. Area No. : **9002 / 9700**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	3,811,901	3,811,901	**1,261,901**
Revenues	11,757,000	11,757,000	**50,000**
Expenditures	14,307,000	14,307,000	**0**
Revenues Over/(Under) Expenditures	(2,550,000)	(2,550,000)	**50,000**
Ending Fund Balance	1,261,901	1,261,901	**1,311,901**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	1,261,901	1,261,901	**1,311,901**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The Fleet/Equipment Special Revenue Fund was created in FY2008 as an Internal Service Fund. To accomodate the current uses of the fund, in FY2010 the status was changed to a Special Revenue Fund.

The fund derives its revenues from the sale of vehicles by the Administration and Regulatory Affairs Department which is transferred to the Special Revenue Fund (9002) and managed by the Finance Department. With Council approval, Departments may purchase additional vehicles using the proceeds from the sale and salvage of equipment.

This fund has also been used to allocate debt service payments associated with past vehicle purchases to various departments. Beginning in FY2012 these payments are consolidated and included in the General Fund transfer to the Debt Service Fund.

Business Area Budget Summary

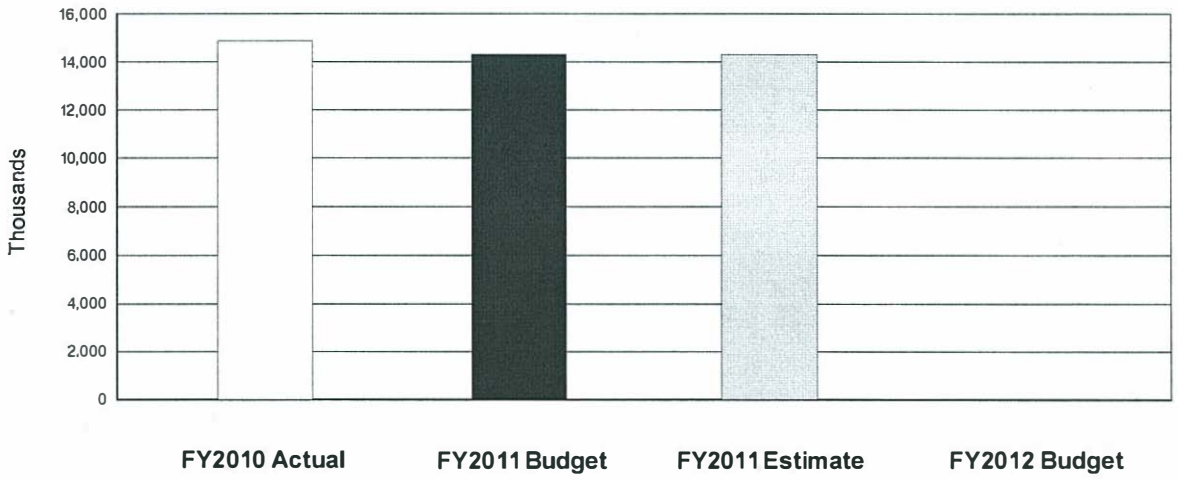
Fund Name : Fleet and Equipment Acquisition Fund
Business Area Name : General Debt Service
Fund No./Bus. Area No. : 9002 / 9700

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Equipment	0	0	0	**0**
	Non-Capital Equipment	0	0	0	**0**
	Debt Service & Other Uses	14,876,704	14,307,000	14,307,000	**0**
	Total Expenditures	14,876,704	14,307,000	14,307,000	**0**
Revenues		14,672,432	11,757,000	11,757,000	**50,000**
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

- The Fleet/Equipment Special Revenue Fund was created in FY2008.
- Proceeds from the sale and salvage of equipment are deposited in this fund for the benefit of the particular department. Funds can be transferred to Fund 9002 for the cash purchase of equipment.

Fleet and Equipment Acquisition Fund
General Debt Service
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Fleet and Equipment Acquisition Fund
Business Area Name : General Debt Service
Fund No./Bus Area No. : 9002 / 9700

Name: Debt Service -- 970001

Mission: Operate a special revenue fund for fleet and other equipment.

Goal: To manage revenue from the sale of vehicles.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Division Summary

Fund Name : Fleet and Equipment Acquisition Fund
Business Area Name : General Debt Service
Fund No./Bus Area No. : 9002 / 9700

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Debt Service 970001						
This fund has been used to allocate debt service payments associated with past vehicle purchases to various departments. Beginning in FY2012 these payments are consolidated and included in the General Fund transfer to the Debt Service Fund.	0.0	14,876,704	0.0	14,307,000	**0.0**	**0**
Total	0.0	14,876,704	0.0	14,307,000	**0.0**	**0**

Business Area Revenue Summary

Fund Name : Fleet and Equipment Acquisition Fund
Business Area Name : General Debt Service
Fund No./Bus Area No. : 9002 / 9700

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
9700010001	**Debt Service**			
432010	Interest on Pooled Investments	50,000	50,000	**50,000**
451080	Interfund Billing Fleet	11,707,000	11,707,000	**0**
Total	**Debt Service**	**11,757,000**	**11,757,000**	**50,000**
Total	**General Debt Service**	**11,757,000**	**11,757,000**	**50,000**

Business Area Expenditure Summary

Fund Name : **Fleet and Equipment Acquisition Fund**
Business Area Name : **General Debt Service**
Fund No./Bus. Area No. : **9002 / 9700**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
532005	Transfers to General Fund	296,704	2,600,000	2,600,000	**0**
532050	Trans to PIB Bonds Debt Service	14,580,000	11,707,000	11,707,000	**0**
Total	**Debt Service and Other Uses**	**14,876,704**	**14,307,000**	**14,307,000**	**0**
	Grand Total Expenditures	**14,876,704**	**14,307,000**	**14,307,000**	**0**

Fund Summary

Fund Name : **Swimming Pool Safety**
Business Area Name : **Health and Human Services**
Fund No./Bus. Area No. : **2009 / 3800**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**0**
Revenues	550,400	550,400	**925,300**
Expenditures	550,400	550,400	**923,613**
Revenues Over/(Under) Expenditures	0	0	**1,687**
Ending Fund Balance	0	0	**1,687**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	0	**1,687**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

Created in FY2011, the Swimming Pool Safety Fund receives proceeds from enforcing municipal, state and federal pool and spa safety standards.

State and federal pool and safety standards apply to all pools and spas serving more than two dwellings. In accordance with these requirements, operators of pools and spas at apartment or condominium projects are required to obtain permits and comply with the requisite standards. The fees collected in pursuant of swimming pool and spa safety are used for the purposes of activities related to permitting, inspecting, monitoring, abating, controlling, educating and enforcement of municipal, state and federal standards.

Business Area Budget Summary

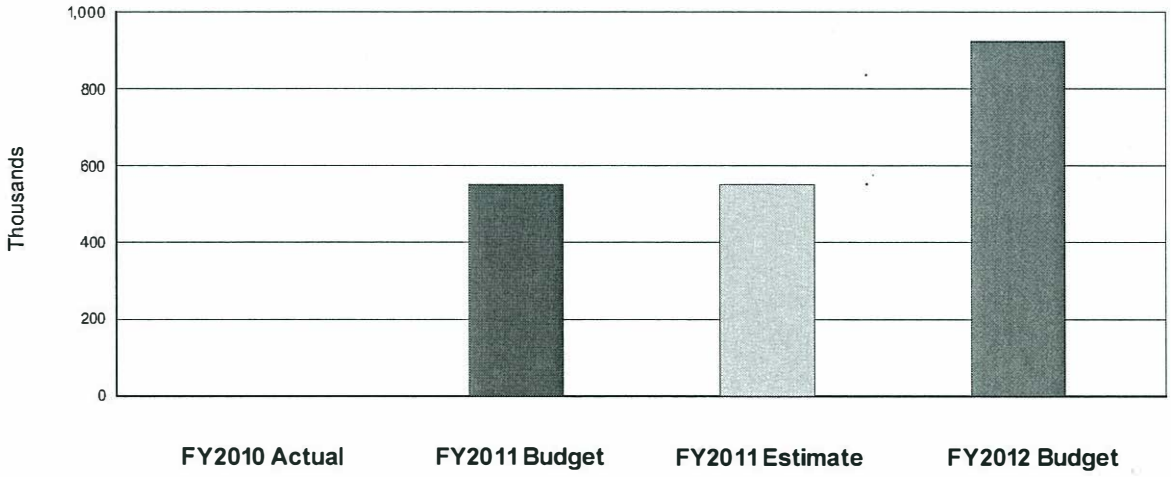
Fund Name : Swimming Pool Safety
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2009 / 3800

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	437,350	433,366	**819,783**
	Supplies	0	76,355	31,612	**40,800**
	Other Services and Charges	0	21,145	37,922	**63,030**
	Equipment	0	13,500	23,500	**0**
	Non-Capital Equipment	0	2,050	24,000	**0**
	Total M & O Expenditures	0	550,400	550,400	**923,613**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	0	550,400	550,400	**923,613**
Revenues		0	550,400	550,400	**925,300**
Staffing	Full-Time Equivalents - Civilian	0.0	5.5	5.5	**11.9**
	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	5.5	5.5	**11.9**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- The budget for the Swimming Pool Safety Fund was transferred from the general fund in FY2011 and was established as of January 1, 2011.

Swimming Pool Safety
Health and Human Services
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Swimming Pool Safety
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2009 / 3800

Name: HHS - Environmental Health Group -- 380004

Mission: To effectively utilize available resources to administer the public health ordinances of the City of Houston and of the State of Texas toward the prevention of disease and disability resulting from water borne illness and drownings through enforcement and education.

Goal: *Increase surveillance of high risk facilities and those with previous poor performance through increased inspections.
*Increase continuing education of staff through the presentation of in-house training.
*Improve response to citizen complaints by reducing the response time between filing a complaint and investigation.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Plan Reviews	N/A	100	**208**
Permits Issued	N/A	1,898	**3,535**
Pool Investigations	N/A	1,135	**1,647**

Division Summary

Fund Name : **Swimming Pool Safety**
Business Area Name : **Health and Human Services**
Fund No./Bus Area No. : **2009 / 3800**

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HHS - Environmental Health Group 380004						
The Bureau of Consumer Health Services-POOLS consists of 9 technical staff and 2 related administrative positions.	0.0	0	5.5	550,400	**11.9**	**923,613**
Total	0.0	0	5.5	550,400	**11.9**	**923,613**

Business Area Roster Summary

Fund Name : Swimming Pool Safety
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2009 / 3800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	0.0	0.7	0.7
ADMINISTRATIVE AIDE	10	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXE LEV)	32	0.0	0.2	0.2
BUREAU CHIEF,PUBLIC HEALTH (EXE LEV)	30	0.0	0.3	0.3
CASHIER	6	0.0	1.0	1.0
DIVISION MANAGER (EXE LEV)	29	0.0	0.2	0.2
ENVIRONMENTAL INVESTIGATOR II	16	0.0	2.0	2.0
ENVIRONMENTAL INVESTIGATOR III	20	0.0	3.0	3.0
ENVIRONMENTAL INVESTIGATOR IV	23	0.0	1.0	1.0
SANITARIAN I	14	0.0	1.5	1.5
SANITARIAN II	17	0.0	0.5	0.5
STAFF ANALYST	26	0.0	0.5	0.5
Total FTEs		**0.0**	**11.9**	**11.9**
Less adjustment for Civilian Vacancy Factor		**(5.5)**	**0.0**	**5.5**
Full-Time Equivalents		**5.5**	**11.9**	**6.4**

Business Area Revenue Summary

Fund Name : Swimming Pool Safety
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2009 / 3800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
3800040005	**HHS - Water Quality**			
421070	Swimming Pool Operating Permits	471,100	471,100	**789,000**
421630	Administrative Fee - Licenses & Permits	79,300	79,300	**136,300**
Total	**HHS - Water Quality**	**550,400**	**550,400**	**925,300**
Total	**Health and Human Services**	**550,400**	**550,400**	**925,300**

Business Area Expenditure Summary

Fund Name : Swimming Pool Safety
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2009 / 3800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	0	299,914	299,930	**566,807**
500060	Overtime - Civilian	0	3,796	0	**0**
500110	Bilingual Pay - Civilian	0	831	450	**1,800**
501070	Pension - Civilian	0	53,896	53,963	**102,023**
502010	FICA - Civilian	0	23,105	23,141	**43,499**
503010	Health Ins-Act Civilian	0	52,758	52,821	**101,896**
503015	Basic Life Insurance - Active Civilian	0	582	572	**260**
503060	Long Term Disability-Civilian	0	1,166	1,142	**1,040**
503090	Workers Compensation-Civilian-Admin	0	1,297	1,342	**2,458**
504030	Unemployment Claims - Administration	0	5	5	**0**
Total	**Personnel Services**	**0**	**437,350**	**433,366**	**819,783**
511010	Chemical Gases & Special Fluids	0	200	200	**200**
511015	Cleaning & Sanitary Supplies	0	1,039	1,439	**800**
511045	Computer Supplies	0	1,200	1,000	**1,200**
511050	Paper & Printing Supplies	0	2,902	946	**600**
511055	Publications & Printed Materials	0	352	500	**300**
511060	Postage	0	8,993	6,600	**13,200**
511070	Miscellaneous Office Supplies	0	1,437	1,000	**2,000**
511080	General Laboratory Supplies	0	1,000	500	**1,000**
511090	Medical & Surgical Supplies	0	600	500	**500**
511110	Fuel	0	51,798	6,927	**9,000**
511115	Vehicle Repair & Maintenance Supplies	0	4,325	4,500	**5,000**
511120	Clothing	0	1,266	1,500	**1,000**
511150	Miscellaneous Parts & Supplies	0	1,243	6,000	**6,000**
Total	**Supplies**	**0**	**76,355**	**31,612**	**40,800**
520103	Subrecipient Contract Services	0	0	6,500	**10,000**
520109	Medical Dental & Laboratory Services	0	1,500	1,800	**1,500**
520123	Vehicle & Motor Equipment Services	0	100	5,000	**5,000**
520515	Print Shop Services	0	2,827	2,900	**2,500**
520520	Printing & Reproduction Services	0	3,800	2,800	**3,800**
520765	Membership & Professional Fees	0	1,000	0	**0**
520805	Education & Training	0	865	2,500	**2,600**
520905	Travel - Training Related	0	880	1,180	**600**
520910	Travel - Non-Training Related	0	289	200	**300**
521605	Data Services	0	0	1,900	**3,900**
521610	Voice Services	0	5,291	8,342	**8,600**
521620	Voice Equipment	0	400	200	**400**
522430	Miscellaneous Other Services & Charges	0	4,193	2,100	**2,100**
522721	Interfund HR Client Services	0	0	0	**6,142**
522780	Interfund Photo Copy Services	0	0	2,500	**5,000**
522795	Other Interfund Services	0	0	0	**10,588**
Total	**Other Services and Charges**	**0**	**21,145**	**37,922**	**63,030**
560220	Vehicles	0	13,500	23,500	**0**
Total	**Equipment**	**0**	**13,500**	**23,500**	**0**
551015	Non-Capital Computer Equipment	0	2,050	24,000	**0**
Total	**Non-Capital Equipment**	**0**	**2,050**	**24,000**	**0**
	Grand Total Expenditures	**0**	**550,400**	**550,400**	**923,613**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : Digital Houston
Fund No./Bus. Area No. : 2422 / 3400 / 6800

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	2,701,338	2,701,338	**1,611,851**
Revenues	190,000	140,000	**140,000**
Expenditures	1,601,106	1,229,487	**1,256,268**
Revenues Over/(Under) Expenditures	(1,411,106)	(1,089,487)	**(1,116,268)**
Ending Fund Balance	1,290,232	1,611,851	**495,583**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	1,290,232	1,611,851	**495,583**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The Digital Inclusion Initiative began as a part of a citywide wireless project, and is being implemented by the Houston Public Library (HPL), with the vision to create a digital future for Houstonians through a digital literacy effort in support of achieving Houston's educational Workforce and educational goals.

Business Area Budget Summary

Fund Name : Digital Houston
Business Area Name : Library
Fund No./Bus. Area No. : 2422 / 3400

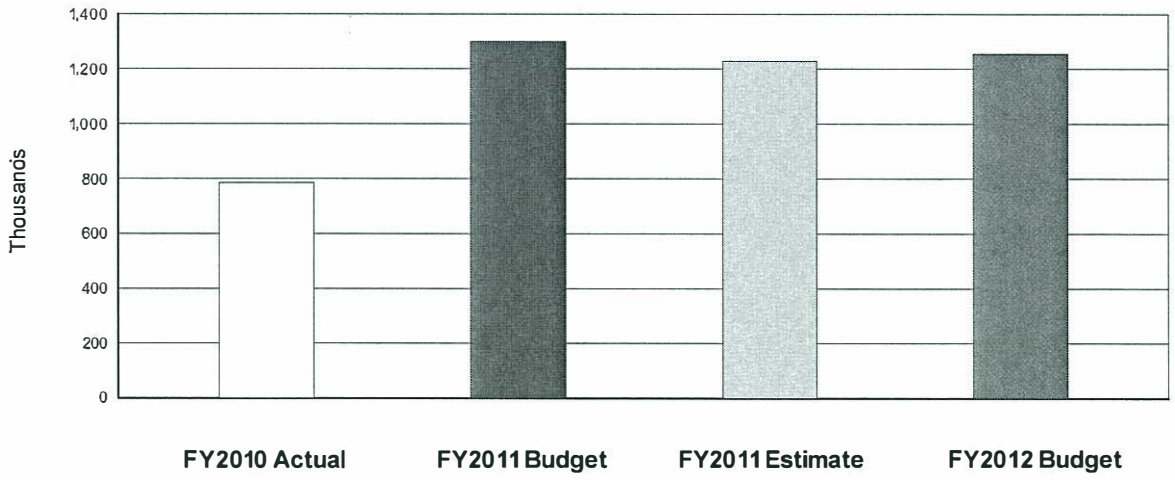
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	179,395	194,861	192,360	**196,762**
	Supplies	24,392	14,500	4,250	**5,000**
	Other Services and Charges	306,807	770,425	432,118	**595,081**
	Equipment	79,555	65,652	274,152	**207,500**
	Non-Capital Equipment	194,231	255,000	326,607	**251,925**
	Total M & O Expenditures	784,380	1,300,438	1,229,487	**1,256,268**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	784,380	1,300,438	1,229,487	**1,256,268**
Revenues		3,573,423	140,000	140,000	**140,000**
Staffing	Full-Time Equivalents - Civilian	2.0	2.0	2.0	**2.0**
	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	2.0	2.0	2.0	**2.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

o The FY2012 budget includes the following:

- Support the HPL's finalized build out of Wireless Empowered Community Access Network (WeCAN) Gulfton super neighborhood network pilot project.
- Support the expansion of WeCAN digital inclusion network through launch of four super neighborhood networks.
- Support phased implementation of WeCAN Works pilot workforce development and digital literacy training program.

Digital Houston
Library
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **Digital Houston**
Business Area Name : **Library**
Fund No./Bus Area No. : **2422 / 3400**

Name: HPL - Digital Inclusion Initiative -- 340001

Mission: Provide technology based opportunities for underserved citizens through the City of Houston's digital inclusion initiative which is managed by the Houston Public Library.

Goal: Support the WiMAX backhaul completion of remaining Digital Inclusion (DI) neighborhoods. Support the expansion of WeCAN digital inclusion network through phased mplementation of Community Access Location establishments and WiFi Zone deployment in targeted DI neighborhoods. Support phased implementation of Broadband Technology Opportunity Program (BTOP) grant for public computer establishment, digital literacy and workforce development training.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Neighborhoods with WiMAX	7	3	**3**
Expansion of DI Network	3	4	**4**
Sites impleted with BTOP grant	0	0	**83**
Citizens benefited by DI	180,000	180,000	**180,000**

Division Summary

Fund Name : Digital Houston
Business Area Name : Library
Fund No./Bus Area No. : 2422 / 3400

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HPL - Digital Inclusion Initiative 340001						
Deployment of a comprehensive community broadband infrastructure for public community access, public safety and public service.	2.0	784,380	2.0	1,229,487	**2.0**	**1,256,268**
Total	2.0	784,380	2.0	1,229,487	**2.0**	**1,256,268**

Business Area Roster Summary

Fund Name : **Digital Houston**
Business Area Name : **Library**
Fund No./Bus Area No. : **2422 / 3400**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
COMMUNITY INVOLVEMENT COORDINATOR	22	1.0	1.0	
SENIOR IT PROJECT MANAGER (EXE LEV)	30	1.0	1.0	
Total FTEs		**2.0**	**2.0**	**0.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**2.0**	**2.0**	**0.0**

Business Area Revenue Summary

Fund Name : Digital Houston
Business Area Name : Library
Fund No./Bus Area No. : 2422 / 3400

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
3400010007	**HPL-Digital Inclusion Initiative**			
432010	Interest on Pooled Investments	140,000	140,000	**140,000**
Total	**Library**	**140,000**	**140,000**	**140,000**

Business Area Expenditure Summary

Fund Name : Digital Houston
Business Area Name : Library
Fund No./Bus. Area No. : 2422 / 3400

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	134,724	139,147	136,824	**141,645**
501070	Pension - Civilian	20,051	20,176	20,176	**25,496**
502010	FICA - Civilian	9,785	10,645	10,467	**10,836**
503010	Health Ins-Act Civilian	14,232	15,216	15,216	**18,060**
503015	Basic Life Insurance - Active Civilian	78	83	83	**85**
503060	Long Term Disability-Civilian	169	170	170	**170**
503090	Workers Compensation-Civilian-Admin	356	420	420	**400**
504020	Compensation Contingency	0	8,934	8,934	**0**
504030	Unemployment Claims - Administration	0	70	70	**70**
Total	**Personnel Services**	**179,395**	**194,861**	**192,360**	**196,762**
511045	Computer Supplies	5,599	1,500	1,500	**1,000**
511055	Publications & Printed Materials	3,677	10,000	0	**1,500**
511060	Postage	45	250	0	**250**
511070	Miscellaneous Office Supplies	235	250	0	**250**
511095	Small Technical & Scientific Equipment	0	0	250	**0**
511150	Miscellaneous Parts & Supplies	14,836	2,500	2,500	**2,000**
Total	**Supplies**	**24,392**	**14,500**	**4,250**	**5,000**
520100	Temporary Personnel Services	31,329	66,813	75,652	**75,000**
520110	Management Consulting Services	11,366	63,564	16,768	**65,000**
520114	Miscellaneous Support Services	124,536	127,036	122,017	**246,250**
520119	Computer Equipment/Software Maintenance	10,580	66,300	56,930	**0**
520141	Engineering Services	63,455	5,000	5,000	**5,000**
520605	Advertising Services	0	15,000	25,001	**30,000**
520805	Education & Training	1,599	5,000	5,000	**2,500**
520910	Travel - Non-Training Related	643	10,000	500	**5,000**
521610	Voice Services	16,286	0	9,693	**15,100**
521625	Voice Labor	0	1,708	1,708	**0**
521630	GIS Revolving Fund Services	0	114	33	**114**
522430	Miscellaneous Other Services & Charges	47,013	409,890	113,816	**150,000**
522721	Interfund HR Client Services	0	0	0	**1,117**
Total	**Other Services and Charges**	**306,807**	**770,425**	**432,118**	**595,081**
560240	Communication Equipment	79,555	65,652	274,152	**207,500**
Total	**Equipment**	**79,555**	**65,652**	**274,152**	**207,500**
551015	Non-Capital Computer Equipment	116,334	250,000	321,607	**251,925**
551020	Non-Capital Communication Equipment	77,897	5,000	5,000	**0**
Total	**Non-Capital Equipment**	**194,231**	**255,000**	**326,607**	**251,925**
	Grand Total Expenditures	**784,380**	**1,300,438**	**1,229,487**	**1,256,268**

Business Area Budget Summary

Fund Name : Digital Houston
Business Area Name : Information Technology
Fund No./Bus. Area No. : 2422 / 6800

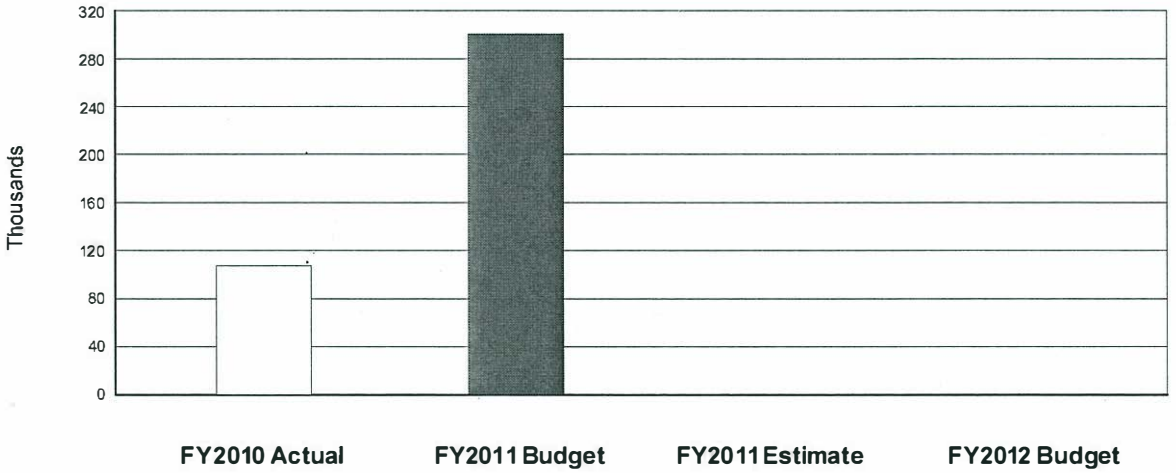
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	0	0	**0**
	Supplies	0	150	0	**0**
	Other Services and Charges	107,282	300,518	0	**0**
	Total M & O Expenditures	107,282	300,668	0	**0**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	107,282	300,668	0	**0**
Revenues		(3,500,000)	50,000	0	**0**
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 The expenditure for IT-Digital Houston for FY2011 was expensed through Houston Public Library Digital Houston fund.

o This fund is merged with HPL - Digital Houston to form the consolidated Digital Houston fund in FY2012.

Digital Houston
Information Technology
Expenditure Summary




CITY OF HOUSTON
TEXAS

Division Summary

Fund Name : Digital Houston
Business Area Name : Information Technology
Fund No./Bus Area No. : 2422 / 6800

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
IT-Digit Group 680004						
Provide technical support to the Houston Public Library's WeCAN initiative, which develops technology based opportunities for undeserved citizens through the City of Houston's digital inclusion initiative. This fund is merged with HPL - Digital Houston to form the consolidated Digital Houston fund in FY2012.	0.0	107,282	0.0	0	**0.0**	**0**
Total	0.0	107,282	0.0	0	**0.0**	**0**

Business Area Revenue Summary

Fund Name : Digital Houston
Business Area Name : Information Technology
Fund No./Bus Area No. : 2422 / 6800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6800040001	**IT - Digital Houston-WiFi**			
432010	Interest on Pooled Investments	50,000	0	**0**
Total	**Information Technology**	**50,000**	**0**	**0**

Business Area Expenditure Summary

Fund Name : **Digital Houston**
Business Area Name : **Information Technology**
Fund No./Bus. Area No. : **2422 / 6800**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
511150	Miscellaneous Parts & Supplies	0	150	0	**0**
Total	**Supplies**	**0**	**150**	**0**	**0**
520100	Temporary Personnel Services	107,171	0	0	**0**
520110	Management Consulting Services	0	284,218	0	**0**
520114	Miscellaneous Support Services	0	2,000	0	**0**
521625	Voice Labor	0	11,800	0	**0**
522430	Miscellaneous Other Services & Charges	111	2,500	0	**0**
Total	**Other Services and Charges**	**107,282**	**300,518**	**0**	**0**
	Grand Total Expenditures	**107,282**	**300,668**	**0**	**0**

Fund Summary

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus. Area No. : 2205 / 1500

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	122,871	122,871	**0**
Revenues	23,658,096	22,933,776	**23,592,247**
Expenditures	23,056,647	23,056,647	**23,592,247**
Revenues Over/(Under) Expenditures	601,449	(122,871)	**0**
Ending Fund Balance	724,320	0	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	724,320	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, FY2011 Estimate and FY2012 Budget for the Houston Emergency Center (HEC) Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The mission of the Houston Emergency Center is to provide the citizens of Houston with the most efficient, accurate, and professional service when processing their life-threatening calls. The City of Houston's Houston Emergency Center, in coordination with the Office of Emergency Management (OEM), protects life and property by operating the Public Safety Communications System and by coordinating and managing emergency situations. The Information Technology division is responsible for the administration, maintenance and operations of the police, Fire/EMS Computer Aided Dispatch (CAD) System, radio system and Records Management Systems (RMS).

Department Short Term Goals:
- o Answer 90% of 9-1-1 emergency calls within 10 seconds.
- o Answer 80% of non-emergency calls within 10 seconds.
- o Expansion of the Quality Assurance Program.
- o Expansion of the Training Programs to provide on-going professional growth opportunities of HEC employees including technical teamwork enhancement and required certification of all employees.
- o Cross train employees to improve call flow.
- o Upgrade the CAD system to support the increased call load.
- o Maintain the CAD system availability at 99.99%.
- o Conduct at least one Table Top Exercise (TTX) and one Functional/Full Scale Exercise.
- o Maintain City's Grant eligibility by submitting EMPG and NIMSCAST Reports.
- o Accreditations of Houston Emergency Center.
- - CALEA (Commission on Accreditation for Law Enforcement Agencies).

Department Long Term Goals:
- o Improve efficiency over FY2011 baseline.
- o Accreditations of Houston Emergency Center.
- - National Academy of Emergency Medical Dispatch (NAEMD).
- - National Emergency Number Association Emergency Number Personnel (NENA ENP).
- o Establish Houston Emergency Communications State-Certified Academy.
- o Civilianization of the Houston Emergency Center.
- o Greater overall system reliability and flexibility to handle future technology and population growth.
- o Create a Disaster Recovery site for the CAD.
- o Develop an inter-jurisdictional collaboration portal to facilitate secure information sharing.

Business Area Budget Summary

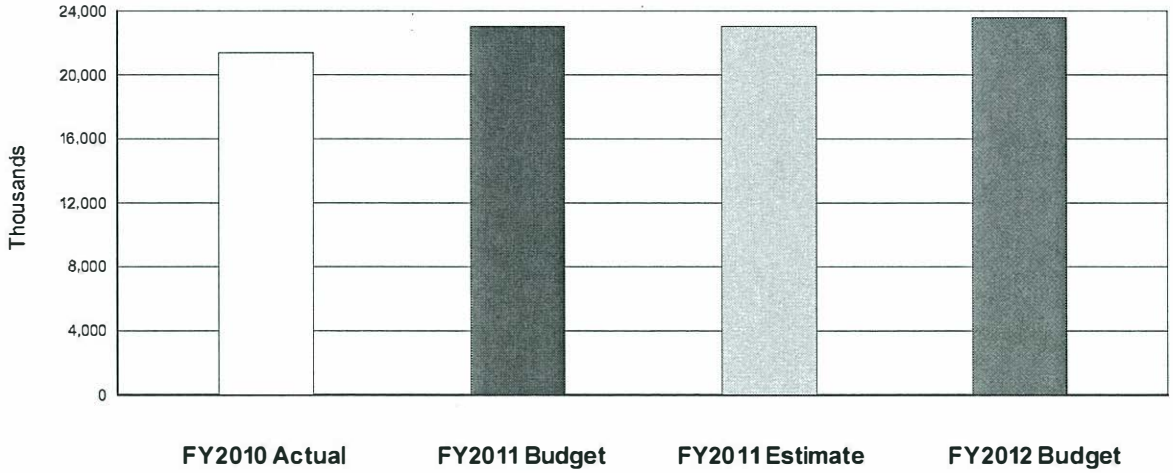
Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus. Area No. : 2205 / 1500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	17,176,923	18,802,644	18,802,481	**19,740,856**
	Supplies	363,664	529,121	529,121	**346,590**
	Other Services and Charges	3,627,628	3,669,882	3,711,045	**3,504,801**
	Equipment	149,597	41,000	0	**0**
	Non-Capital Equipment	70,172	14,000	14,000	**0**
	Total M & O Expenditures	21,387,984	23,056,647	23,056,647	**23,592,247**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	21,387,984	23,056,647	23,056,647	**23,592,247**
Revenues		21,949,823	23,658,096	22,933,776	**23,592,247**
Staffing	Full-Time Equivalents - Civilian	250.1	264.2	264.2	**266.3**
	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	250.1	264.2	264.2	**266.3**
	Full-Time Equivalents - Overtime	6.7	10.8	10.8	**10.4**

Significant Budget Changes and Highlights

- The FY2012 Budget includes funding of $830,475 for the transfer of Office of Emergency Management (OEM) from Administration & Regulatory Affairs (ARA).
- The FY2012 Budget has additional funding for the increase in pension from 14.5% to 18% ($92,518).
- The FY2012 Budget has funding for Kronos ($8,841) and Drainage ($10,929).

Houston Emergency Center
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus Area No. : 2205 / 1500

Name: HEC-Office of the Director Group -- 150001

Mission: To ensure efficient, cost-effective management of the Houston Emergency Center while maintaining the Houston Emergency Center's position as the leading combined emergency call taking and dispatching facility in the country.

Goal: Efficient and effective management of the Houston Emergency Center. Facilitate the reporting of accurate information to the public. Investigate and resolve complaints.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Manage & direct the operations of the department	100%	100%	**100%**
Public & media activities	390	450	**500**

Name: HEC-Information Technology Group -- 150002

Mission: To ensure maximum uptime of computer systems used at the Houston Emergency Center (HEC) for public safety and to leverage technology to improve operations within HEC.

Goal: Maintain 99.9% availability on Computer Aided Dispatch (CAD) System, Fire Department Records Management System (RMS) and Emergency Alerting System (EAS). Provide application and worksheet support for all HEC personnel. Maintain 100% availability on Orbacom.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
EAS, CAD/RMS and ACS system availability	99.9%	99.9%	**99.9%**
Orbacom availability	100%	100%	**100%**

Name: HEC-Police Call Taking Group -- 150003

Mission: To answer the Police Department's non-emergency phone line in an efficient manner while providing the highest level of citizen service possible in responding to their requests.

Goal: Answer and process 80% of requests for Police-related non-emergency services within 10 seconds.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Process Police-related non-emergency calls 80% within 10 seconds	1,019,142	1,000,000	**900,000**

Division Mission and Performance Measures

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus Area No. : 2205 / 1500

Name: HEC-9-1-1 Network Group -- 150004

Mission: To answer the Police Department and Fire Department emergency phone lines in an efficient manner while effectively gathering and providing necessary information to the City's First Responders in the field to ensure a successful resolution of citizen's emergencies.

Goal: Answer 90% of 9-1-1 emergency calls within 10 seconds. Administer and coordinate financial activities such as payroll, budgets and procurement, HR activities, hiring, and training of personnel. Enhancement of the quality assurance program by monitoring calls.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Answer 90% of 9-1-1 calls within 10 seconds	2,039,403	2,000,000	**2,000,000**
Citizens complaints	20	15	**15**
Records requested	7,679	8,000	**8,500**

Name: HEC - OEM -- 150005

Mission: To develop and implement a holistic emergency management program designed to facilitate mitigation and preparedness activities before a disaster strikes and coordinate response and recovery efforts when a disaster threatens or impacts our community. This is achieved through comprehensive planning, training, and exercise activities conducted with local, state, federal, NGO, and private sector stakeholders.

Goal: Coordinate the City's preparedness and recovery from disaster.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Conduct Presentations	N/A	N/A	**50**
Emerg Preparedness Materl.	N/A	N/A	**50,000**
Conduct local training	N/A	N/A	**4**
Update Emerg Mgmt Plans	N/A	N/A	**4**
Community events	N/A	N/A	**20**

Division Summary

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus Area No. : 2205 / 1500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HEC-Office of the Director Group 150001						
Provide management of the Houston Emergency Center and facilitation of public education.	5.7	706,310	6.0	1,028,434	**5.0**	**1,175,431**
HEC-Information Technology Group 150002						
Provide management of the Houston Emergency Center and facilitation of public education.	29.6	6,141,639	30.9	5,759,481	**28.0**	**4,895,697**
HEC-Police Call Taking Group 150003						
Answer and process police non-emergency number phone calls.	71.3	4,394,411	75.3	4,854,670	**74.9**	**4,924,612**
HEC-9-1-1 Network Group 150004						
The City of Houston's Public Safety Answering Point's responsibility is to answer and process 9-1-1 emergency assistance requests from the citizens of Houston. Provide administrative support to HEC which includes budget and finance, HR, training, and hiring of personnel.	143.5	10,145,624	152.0	11,414,062	**152.0**	**11,766,032**
HEC - OEM 150005						
Oversee the City's emergency and non-emergency response centers.	0.0	0	0.0	0	**6.4**	**830,475**
Total	250.1	21,387,984	264.2	23,056,647	**266.3**	**23,592,247**

Business Area Roster Summary

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus Area No. : 2205 / 1500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
9-1-1 CUSTODIAN OF RECORDS	17	3.0	3.0	
9-1-1 PSAP SUPERVISOR	21	22.0	22.0	
9-1-1 PSAP SUPERVISOR-FIRE/EMS	23	9.0	9.0	
9-1-1 TELECOMMUNICATOR	14	66.0	67.0	1.0
ADMINISTRATION MANAGER	26	0.0	1.0	1.0
ADMINISTRATIVE AIDE	10	4.0	2.0	(2.0)
ADMINISTRATIVE ASSISTANT	17	5.0	6.0	1.0
ADMINISTRATIVE COORDINATOR	24	2.0	5.0	3.0
ADMINISTRATIVE SPECIALIST	20	3.0	2.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	0.0	2.0	2.0
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	2.0	1.0
COMMUNICATIONS TECHNICIAN SUPERVISOR	25	1.0	0.0	(1.0)
CUSTOMER SERVICE REP. III	16	2.0	2.0	
DEPUTY DIRECTOR (EXE LEV)	34	2.0	2.0	
DIVISION MANAGER	29	5.0	4.0	(1.0)
DIVISION MANAGER (EXE LEV)	29	0.0	1.0	1.0
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
GIS ANALYST	20	2.0	2.0	
GIS SUPERVISOR	26	1.0	1.0	
GIS TECHNICIAN	12	1.0	1.0	
H.E.C. TELECOMM. SHIFT MANAGER	26	4.0	4.0	
INFORMATION SYSTEMS ADMINISTRATOR	30	2.0	2.0	
IRM MANAGER	29	1.0	1.0	
IT PROJECT MANAGER	28	1.0	1.0	
MANAGEMENT ANALYST I	15	1.0	1.0	
MANAGEMENT ANALYST III	21	2.0	2.0	
MANAGEMENT ANALYST IV	25	1.0	0.0	(1.0)
OPERATIONS MANAGER	27	2.0	2.0	
POLICE TELECOMMUNICATOR	14	62.0	62.0	
PROGRAMMER ANALYST III	22	2.0	2.0	
PROGRAMMER ANALYST IV	25	1.0	1.0	
PUBLIC INFORMATION OFFICER (EXE LEV)	26	1.0	0.0	(1.0)
SENIOR 9-1-1 TELECOMMUNICATOR	16	40.0	40.0	
SENIOR GIS ANALYST	24	0.0	1.0	1.0
SENIOR GIS TECHNICIAN	17	1.0	1.0	
SENIOR HUMAN RESOURCES SPECIALIST	21	1.0	0.0	(1.0)
SENIOR MICROCOMPUTER ANALYST	23	2.0	2.0	
STAFF ANALYST	26	0.0	1.0	1.0
SYSTEMS CONSULTANT	26	3.0	3.0	
SYSTEMS SUPPORT ANALYST II	19	2.0	1.0	(1.0)
SYSTEMS SUPPORT ANALYST III	22	1.0	1.0	
SYSTEMS SUPPORT ANALYST IV	25	2.0	2.0	
TECHNICAL HARDWARE ANALYST II	21	2.0	1.0	(1.0)
TECHNICAL HARDWARE ANALYST III	23	2.0	2.0	
TRAINING COORDINATOR	24	4.0	4.0	
Total FTEs		**270.0**	**272.0**	**2.0**
Less adjustment for Civilian Vacancy Factor		**5.8**	**5.7**	**(0.1)**
Full-Time Equivalents		**264.2**	**266.3**	**2.1**

Business Area Revenue Summary

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus Area No. : 2205 / 1500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1500010001	**HEC-Director**			
426360	Reimbursement for 911 Staff	76,704	75,046	**76,704**
490010	Transfer from General Fund	685,619	677,642	**1,098,727**
Total	**HEC-Director**	**762,323**	**752,688**	**1,175,431**
1500020001	**HEC-IT**			
490010	Transfer from General Fund	6,182,713	6,130,134	**4,895,697**
1500030001	**HEC-Police Call Take**			
424060	Interfund Airport Police Services	553,811	200,000	**200,000**
490010	Transfer from General Fund	4,357,801	4,357,801	**4,724,612**
Total	**HEC-Police Call Take**	**4,911,612**	**4,557,801**	**4,924,612**
1500040001	**HEC-9-1-1 Network**			
426360	Reimbursement for 911 Staff	11,801,448	11,493,153	**11,766,032**
1500050001	**HEC - OEM**			
490010	Transfer from General Fund	0	0	**830,475**
Total	**Houston Emergency Center**	**23,658,096**	**22,933,776**	**23,592,247**

Business Area Expenditure Summary

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus. Area No. : 2205 / 1500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	11,671,097	12,535,102	12,425,891	**12,614,750**
500020	Salary Base Pay - Classified	131,422	0	0	**0**
500040	Salary Assignment Pay - Classified	23,504	34,860	34,860	**34,860**
500060	Overtime - Civilian	419,260	621,275	594,275	**622,775**
500090	Premium Pay - Civilian	199,352	261,292	261,292	**242,892**
500110	Bilingual Pay - Civilian	40,657	45,530	45,530	**47,338**
501070	Pension - Civilian	1,685,338	1,818,438	1,838,421	**2,270,653**
501120	Termination Pay - Civilian	199,414	519,306	540,303	**547,090**
501130	Termination Pay - Classified	(67)	0	0	**0**
501160	Vehicle Allowance - Civilian	7,158	10,500	11,930	**11,931**
501170	Vehicle Allowance - Classified	4,216	0	0	**0**
502010	FICA - Civilian	912,747	1,020,352	1,030,460	**1,029,017**
502020	FICA - Classified	13,247	0	0	**0**
503010	Health Ins-Act Civilian	1,511,642	1,615,310	1,615,310	**1,921,455**
503015	Basic Life Insurance - Active Civilian	6,740	7,490	7,490	**7,473**
503020	Health Ins.Act-Classified	10,693	0	0	**0**
503025	Basic Life Insurance - Active Classified	78	0	0	**0**
503040	Health/Life Ins.Ret-Classified	2,752	0	2,800	**2,800**
503050	Health/Life Insurance - Retiree Civilian	118,934	111,000	133,760	**138,880**
503060	Long Term Disability-Civilian	20,728	22,459	22,459	**22,637**
503061	Long Term Disability-Classified	7	0	0	**0**
503070	Municipal Pension-Other Classified	59,459	0	0	**0**
503080	Workers Compensation-Classified-Admin	178	0	0	**0**
503090	Workers Compensation-Civilian-Admin	48,037	55,482	55,482	**53,257**
503100	Workers Compensation-Civilian-Claim	36,288	115,000	100,000	**95,200**
504030	Unemployment Claims - Administration	54,042	9,248	82,218	**77,848**
Total	**Personnel Services**	**17,176,923**	**18,802,644**	**18,802,481**	**19,740,856**
511015	Cleaning & Sanitary Supplies	0	1,000	1,000	**1,000**
511020	Construction Materials	2,310	0	0	**0**
511025	Electrical Hardware & Parts	0	11,000	11,000	**2,000**
511040	Audiovisual Supplies	14,764	45,000	45,000	**16,700**
511045	Computer Supplies	193,485	234,121	234,121	**141,000**
511050	Paper & Printing Supplies	0	6,500	6,500	**8,000**
511055	Publications & Printed Materials	3,345	10,000	10,000	**5,387**
511060	Postage	448	650	900	**6,000**
511070	Miscellaneous Office Supplies	83,193	80,500	81,250	**68,500**
511090	Medical & Surgical Supplies	0	0	0	**8,500**
511110	Fuel	4,526	21,000	21,000	**7,700**
511115	Vehicle Repair & Maintenance Supplies	1,541	23,000	21,000	**6,000**
511120	Clothing	7,134	11,500	11,500	**9,500**
511125	Food Supplies	1,050	9,700	10,700	**14,200**
511135	Recreational Supplies	2,794	3,000	3,000	**1,650**
511145	Small Tools & Minor Equipment	0	8,000	8,000	**8,500**
511150	Miscellaneous Parts & Supplies	49,074	64,150	64,150	**41,953**
Total	**Supplies**	**363,664**	**529,121**	**529,121**	**346,590**
520100	Temporary Personnel Services	405,663	400,016	380,179	**430,297**
520106	Architectural Services	21,189	0	88,149	**0**
520107	Computer Info/Contr	57,360	0	0	**0**
520109	Medical Dental & Laboratory Services	1,446	1,650	1,650	**1,650**
520110	Management Consulting Services	48,179	10,000	10,000	**40,000**
520114	Miscellaneous Support Services	1,031	52,000	52,000	**56,450**
520115	Real Estate Lease/Office Rental	0	0	0	**10,967**
520119	Computer Equipment/Software Maintenance	2,229,096	1,847,545	2,087,021	**1,927,854**
520120	Communications Equipment Services	0	30,000	30,000	**22,403**
520121	IT Application Svcs	9,088	1,269	1,269	**8,993**
520122	Office Equipment Services	2,242	20,000	20,000	**8,944**

Business Area Expenditure Summary

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus. Area No. : 2205 / 1500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520123	Vehicle & Motor Equipment Services	2,695	1,500	1,500	**11,500**
520124	Other Equipment Services	859	0	0	**0**
520126	Construction Site Work Services	22,828	108,679	108,679	**1,500**
520128	Other Construction Work Services	0	13,000	13,000	**0**
520510	Mail/Delivery Services	0	1,500	1,500	**2,700**
520515	Print Shop Services	5,155	6,500	6,500	**7,000**
520520	Printing & Reproduction Services	0	7,000	7,000	**22,686**
520605	Advertising Services	0	3,000	3,000	**3,000**
520705	Insurance Fees	92,837	75,924	75,924	**101,056**
520765	Membership & Professional Fees	17,599	20,500	20,500	**20,975**
520805	Education & Training	47,105	91,500	94,500	**88,800**
520815	Tuition Reimbursement	5,500	14,000	14,000	**14,000**
520905	Travel - Training Related	45,575	62,140	62,140	**63,740**
520910	Travel - Non-Training Related	2,529	14,000	14,000	**25,000**
521305	Indirect Cost Recovery Payment	110,000	110,000	110,000	**110,000**
521405	Building Maintenance Services	30,095	0	0	**40,000**
521420	Infrastructure Maintenance Service	0	0	30,375	**0**
521435	Water Services	0	1,800	1,800	**1,800**
521505	Electricity	0	7,200	7,200	**7,200**
521510	Natural Gas	0	1,000	1,000	**1,000**
521605	Data Services	14,838	21,350	21,350	**34,722**
521610	Voice Services	143,615	85,660	85,660	**158,194**
521615	Radio Communications	118,106	101,500	101,500	**3,000**
521620	Voice Equipment	14,484	16,140	16,140	**10,946**
521625	Voice Labor	16,040	11,023	11,023	**9,110**
521630	GIS Revolving Fund Services	0	36,663	36,663	**36,384**
521715	Office Equipment Rental	23,318	35,000	35,000	**25,000**
521725	Other Rental	0	4,380	4,380	**7,140**
521730	Parking Space Rental	0	6,000	6,000	**7,587**
522305	Freight Charges	0	500	500	**500**
522430	Miscellaneous Other Services & Charges	139,156	449,943	149,943	**152,933**
522722	KRONOS Service Chargeback	0	0	0	**8,841**
522723	Drainage Fee Service Chargeback	0	0	0	**10,929**
522735	Interfund Communication Equipment Repair	0	0	0	**10,000**
Total	**Other Services and Charges**	**3,627,628**	**3,669,882**	**3,711,045**	**3,504,801**
560210	Furniture Fixtures and Equipment	53,590	0	0	**0**
560230	Computer HW and Developed SW	32,537	41,000	0	**0**
560240	Communication Equipment	63,470	0	0	**0**
Total	**Equipment**	**149,597**	**41,000**	**0**	**0**
551010	Non-Capital Office Furniture & Equipment	67,782	10,500	10,500	**0**
551030	Non-Capital Machinery & Equipment	0	3,500	3,500	**0**
551040	Non-Capital Other	2,390	0	0	**0**
Total	**Non-Capital Equipment**	**70,172**	**14,000**	**14,000**	**0**
	Grand Total Expenditures	**21,387,984**	**23,056,647**	**23,056,647**	**23,592,247**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : Cable Televsion
Business Area Name : Mayor's Office
Fund No./Bus. Area No. : 2401 / 5000

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	1,410,574	1,410,574	**1,863,139**
Revenues	3,384,780	3,596,980	**3,694,053**
Expenditures	3,178,074	3,144,415	**3,571,879**
Revenues Over/(Under) Expenditures	206,706	452,565	**122,174**
Ending Fund Balance	1,617,280	1,863,139	**1,985,313**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	1,617,280	1,863,139	**1,985,313**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Cable Television Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The purpose of Houston Television (HTV) is to produce and cablecast informational programming, describing services provided by both City departments and related community agencies, and educating the public on utilization of those services.

HTV began operations in 1986 as The Municipal Channel, with the distribution of Houston City Council meetings through a closed circuit network. Now, HTV provides a variety of informative, educational and feature programs. HTV produces both live and recorded taped programming, including live gavel-to-gavel coverage of City Council, Planning Commission and other special events. Live streaming of HTV programming 24/7, and on demand streaming of meetings such as City Council, Planning and Parking Commission, is also available to the public through our website: www.htvhouston.net.

HTV operations are supported through contributions received from the cable and IPTV television companies located in the City. Fifty-percent of the contributions received are retained by "HTV Houston Television" and the remaining fifty-percent is disbursed to "Houston Media Source-Public Access Channel".

Business Area Budget Summary

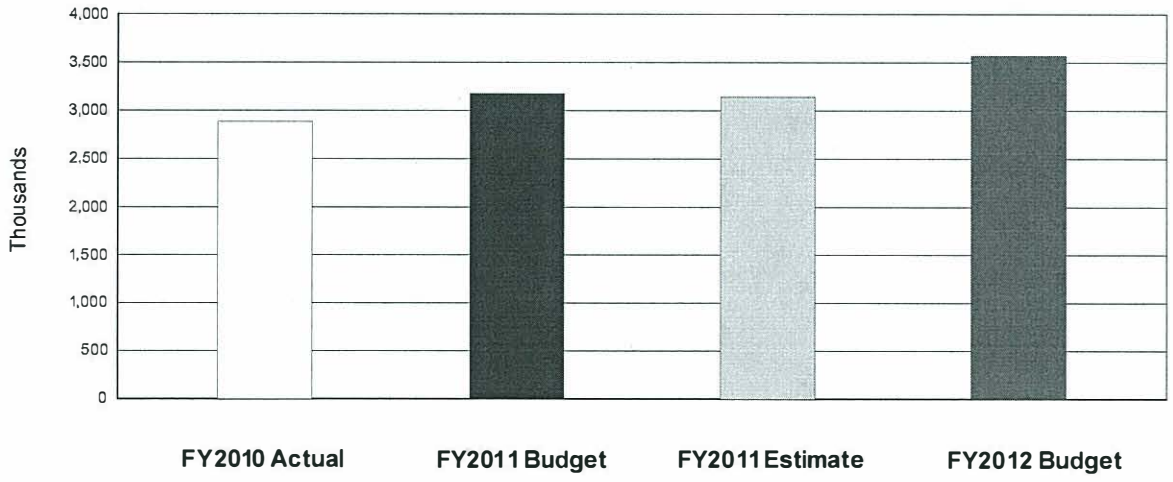
Fund Name : Cable Televsion
Business Area Name : Mayor's Office
Fund No./Bus. Area No. : 2401 / 5000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	714,749	815,217	826,923	**926,650**
	Supplies	23,879	30,800	29,400	**30,800**
	Other Services and Charges	1,918,581	2,015,921	2,148,696	**2,221,659**
	Equipment	228,142	316,136	139,396	**302,480**
	Non-Capital Equipment	885	0	0	**90,290**
	Total M & O Expenditures	2,886,236	3,178,074	3,144,415	**3,571,879**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	2,886,236	3,178,074	3,144,415	**3,571,879**
Revenues		3,421,535	3,384,780	3,596,980	**3,694,053**
Staffing	Full-Time Equivalents - Civilian	11.2	12.9	12.7	**12.9**
	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	11.2	12.9	12.7	**12.9**
	Full-Time Equivalents - Overtime	0.1	0.1	0.1	**0.1**

Significant Budget Changes and Highlights

- Purchase production equipment to convert from Standard Definition to High Definition as mandated by the Federal Communications Commission.
- Work with the Public, Education and Governmental (PEG) community to develop partnerships and sharing opportunities.
- The FY2012 Budget will provide funds to enhance the existing internal internet streaming access and increase the storage of archived content.
- Develop inter-local agreements and memorandum of understanding with local government and corporate partners.
- Leverage marketing and production assets to assist departments to promote city services and educate citizens as well as local business partners about new initiatives and offerings.

Cable Televsion
Mayor's Office
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **Cable Televsion**
Business Area Name : **Mayor's Office**
Fund No./Bus Area No. : **2401 / 5000**

Name: HTV Houston Television -- 500002

Mission: To effectively communicate relevant information to the public, concerning municipal and related community organizations. To serve the needs of City Council and the citizens of Houston, by providing coverage of council and committee meetings. To exceed the expectations of our viewers, by helping them to become better informed and more involved in their community.

Goal: Provide viewers with quality, locally-produced programs to inform, educate and entertain.
Provide internet streaming services to the community through HTV Website.
Establish an income through sponsorships and production services that can be offered to city departments as well as the commmunity at large.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Maintain production levels	581	595	**595**
Maintain program hours	1,300	1,417	**1,417**
Increase Internet visitors	N/A	21,813	**26,250**
Increase Internet pg views	N/A	125,981	**145,650**
Increase time on website	N/A	16,810,414	**28,434,523**

Division Summary

Fund Name : Cable Televsion
Business Area Name : Mayor's Office
Fund No./Bus Area No. : 2401 / 5000

Division Description		FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HTV Houston Television	**500002**						
Instrumental in providing quality services to our viewers, as well as meeting programming goals. Also, providing DVD copies of programming to city departments and viewers when requested.		11.2	2,886,236	12.7	3,144,415	**12.9**	**3,571,879**
Total		11.2	2,886,236	12.7	3,144,415	**12.9**	**3,571,879**

Business Area Roster Summary

Fund Name : Cable Televsion
Business Area Name : Mayor's Office
Fund No./Bus Area No. : 2401 / 5000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	0.0	0.5	0.5
CABLE ACCESS OPERATIONS SUPERVISOR	22	1.0	1.0	
CABLE ACCESS PROGRAM SUPERVISOR	22	1.0	1.0	
DIVISION MANAGER (EXE LEV)	29	1.0	1.0	
MASTER CONTROL OPERATOR	14	1.4	1.4	
PRODUCTION SPECIALIST	15	1.0	1.0	
SENIOR COMMUNICATIONS SPECIALIST	20	3.0	3.0	
SENIOR COMMUNICATIONS TECHNICIAN	19	3.0	3.0	
Total FTEs		**12.4**	**12.9**	**0.5**
Less adjustment for Civilian Vacancy Factor		**(0.5)**	**0.0**	**0.5**
Full-Time Equivalents		**12.9**	**12.9**	**0.0**

Business Area Revenue Summary

Fund Name : Cable Televsion
Business Area Name : Mayor's Office
Fund No./Bus Area No. : 2401 / 5000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
5000020001	**MYR-Muni Cable T.V.**			
432010	Interest on Pooled Investments	22,780	22,780	**31,853**
444020	PEG Contributions - Ongoing Support	2,532,000	2,471,800	**2,526,300**
444030	PEG Contributions - State Franchises	750,000	1,077,400	**1,055,900**
452030	Miscellaneous Revenue	80,000	25,000	**80,000**
Total	**MYR-Muni Cable T.V.**	**3,384,780**	**3,596,980**	**3,694,053**
Total	**Mayor's Office**	**3,384,780**	**3,596,980**	**3,694,053**

Business Area Expenditure Summary

Fund Name : Cable Televsion
Business Area Name : Mayor's Office
Fund No./Bus. Area No. : 2401 / 5000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	477,265	547,808	562,910	**604,256**
500030	Salary Part Time - Civilian	37,497	39,967	32,555	**39,933**
500060	Overtime - Civilian	8,836	10,000	10,000	**10,000**
500090	Premium Pay - Civilian	0	200	200	**200**
501070	Pension - Civilian	70,967	78,413	85,136	**108,764**
501120	Termination Pay - Civilian	0	1,000	500	**2,000**
501160	Vehicle Allowance - Civilian	0	0	1,130	**2,100**
502010	FICA - Civilian	38,298	45,743	42,386	**50,060**
503010	Health Ins-Act Civilian	68,343	76,499	77,401	**90,532**
503015	Basic Life Insurance - Active Civilian	285	324	324	**345**
503050	Health/Life Insurance - Retiree Civilian	10,270	10,300	10,300	**5,908**
503060	Long Term Disability-Civilian	847	935	939	**981**
503090	Workers Compensation-Civilian-Admin	2,134	2,608	2,617	**2,593**
503100	Workers Compensation-Civilian-Claim	7	1,000	500	**8,558**
504030	Unemployment Claims - Administration	0	420	25	**420**
Total	**Personnel Services**	**714,749**	**815,217**	**826,923**	**926,650**
511025	Electrical Hardware & Parts	1,734	2,000	2,000	**2,000**
511030	Mechanical Hardware & Parts	79	500	500	**500**
511040	Audiovisual Supplies	10,118	10,000	10,000	**10,000**
511045	Computer Supplies	1,664	2,000	2,000	**2,000**
511050	Paper & Printing Supplies	0	200	25	**200**
511055	Publications & Printed Materials	0	100	25	**100**
511060	Postage	0	200	200	**200**
511070	Miscellaneous Office Supplies	2,442	3,000	3,000	**3,000**
511110	Fuel	420	1,000	600	**1,000**
511120	Clothing	0	500	25	**500**
511145	Small Tools & Minor Equipment	44	300	25	**300**
511150	Miscellaneous Parts & Supplies	7,378	11,000	11,000	**11,000**
Total	**Supplies**	**23,879**	**30,800**	**29,400**	**30,800**
520100	Temporary Personnel Services	18,924	20,000	20,000	**20,000**
520114	Miscellaneous Support Services	26,480	35,000	35,000	**40,000**
520115	Real Estate Lease/Office Rental	54,477	57,201	57,201	**57,201**
520119	Computer Equipment/Software Maintenance	0	500	25	**500**
520120	Communications Equipment Services	24,572	35,000	35,000	**35,000**
520121	IT Application Svcs	10	2,000	2,000	**24**
520122	Office Equipment Services	0	200	25	**200**
520123	Vehicle & Motor Equipment Services	9,454	3,000	25	**2,000**
520132	Contracts/Sponsorships	1,629,827	1,641,000	1,774,600	**1,791,100**
520510	Mail/Delivery Services	19	200	50	**200**
520515	Print Shop Services	67	200	200	**200**
520605	Advertising Services	53,820	80,000	80,000	**80,000**
520705	Insurance Fees	2,153	2,366	2,366	**2,621**
520755	Contingency	28,177	59,000	62,000	**87,000**
520765	Membership & Professional Fees	1,105	1,305	1,305	**1,305**
520905	Travel - Training Related	3,088	2,345	3,395	**6,000**
520910	Travel - Non-Training Related	382	500	100	**500**
521305	Indirect Cost Recovery Payment	33,857	35,836	35,836	**39,659**
521605	Data Services	4	2,100	2,100	**6**
521610	Voice Services	6,252	3,000	4,000	**6,462**
521620	Voice Equipment	0	1,000	1,000	**1,564**
521625	Voice Labor	0	2,000	2,000	**1,618**
521630	GIS Revolving Fund Services	0	418	418	**415**

Business Area Expenditure Summary

Fund Name : Cable Televsion
Business Area Name : Mayor's Office
Fund No./Bus. Area No. : 2401 / 5000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521705	Vehicle/Equipment Rental/Lease	0	1,000	25	**1,000**
521715	Office Equipment Rental	2,234	4,000	3,500	**3,500**
521725	Other Rental	0	150	0	**0**
522305	Freight Charges	0	100	25	**250**
522430	Miscellaneous Other Services & Charges	23,679	26,500	26,500	**35,650**
522721	Interfund HR Client Services	0	0	0	**7,258**
522722	KRONOS Service Chargeback	0	0	0	**426**
Total	**Other Services and Charges**	**1,918,581**	**2,015,921**	**2,148,696**	**2,221,659**
560220	Vehicles	32,995	47,290	38,796	**0**
560240	Communication Equipment	195,147	268,846	100,600	**302,480**
Total	**Equipment**	**228,142**	**316,136**	**139,396**	**302,480**
551020	Non-Capital Communication Equipment	885	0	0	**90,290**
Total	**Non-Capital Equipment**	**885**	**0**	**0**	**90,290**
	Grand Total Expenditures	**2,886,236**	**3,178,074**	**3,144,415**	**3,571,879**

Fund Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2206 / 1600

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	123,633	123,633	**88,187**
Revenues	986,462	950,022	**950,022**
Expenditures	1,050,525	985,468	**1,038,209**
Revenues Over/(Under) Expenditures	(64,063)	(35,446)	**(88,187)**
Ending Fund Balance	59,570	88,187	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	59,570	88,187	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Municipal Courts Building Security Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Municipal Courts Department is responsible for administering the Courts Building Security Fund at the direction of City Council. The Courts Building Security Fund began in FY1997 generating revenue from a $3.00 fee charged on all convictions.

The mission of the Municipal Courts Department is to provide an accessible legal form for individuals to have their court matters heard in a fair and efficient manner while providing a high level of integrity, professionalism, and customer service. In addition, to protect the health and welfare of civilians and employees by ensuring that adequate equipment, procedures and security personnel is staffed at the locations of the Municipal Courts Department. The goal is to continue to monitor the provision of services to maintain standards of excellence.

Business Area Budget Summary

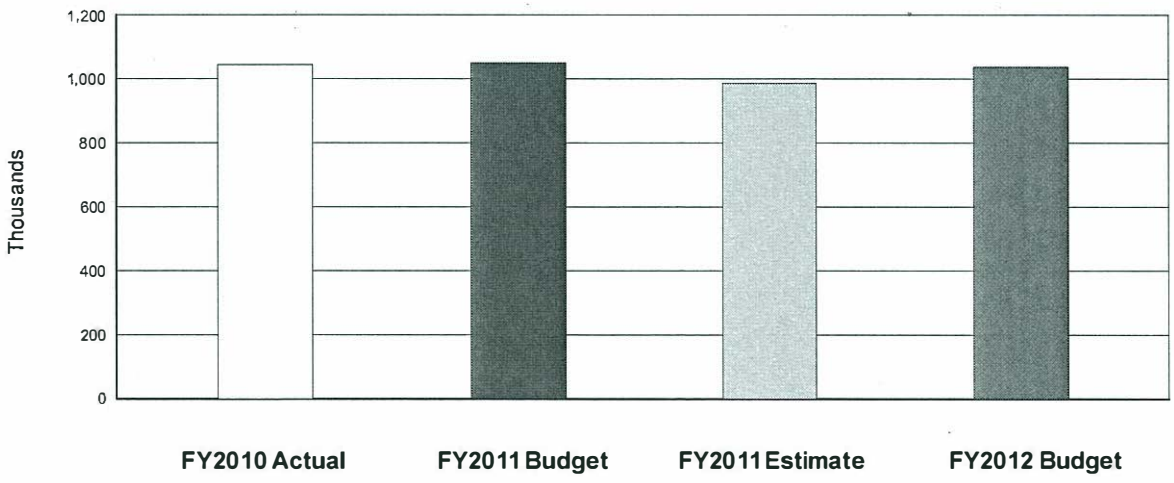
Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2206 / 1600

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	1,042,689	1,044,551	983,672	**1,036,413**
	Supplies	0	0	0	**0**
	Other Services and Charges	1,995	5,974	1,796	**1,796**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	1,044,684	1,050,525	985,468	**1,038,209**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	1,044,684	1,050,525	985,468	**1,038,209**
Revenues		1,007,710	986,462	950,022	**950,022**
Staffing	Full-Time Equivalents - Civilian	22.6	21.2	21.0	**20.8**
	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	22.6	21.2	21.0	**20.8**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

o There are 21 Municipal Courts Security Officer positions, which includes two supervisors.

Municipal Court Bldg Security Fund
Municipal Courts Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2206 / 1600

Name: MCD - Administrative Services -- 160001

Mission: Protect the health and welfare of civilians and employees by ensuring that adequate equipment, procedures, and personnel are present at buildings, housing municipal courts. Ensure courtroom management is efficient and conducive to expedient services.

Goal: Report security incidents as per Department/State guidelines.
Annual Court Security Officer Training.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Incident Reporting	N/A	w/in 24 hrs	**w/in 24 hrs**
Officer Training	N/A	**4** hrs/yr	**4 hrs/yr**

Division Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2206 / 1600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
MCD - Administrative Services 160001						
The Texas Code of Criminal Procedure Article 102.017 and City of Houston Ordinance Article I Section 16-10 are the basis for the building security fund/fee. Convicted defendants are required to pay a $3 fee.	22.6	1,044,684	21.0	985,468	**20.8**	**1,038,209**
Total	22.6	1,044,684	21.0	985,468	**20.8**	**1,038,209**

Business Area Roster Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2206 / 1600

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	0.0	(1.0)
MUNICIPAL COURTS SECURITY OFFICER	12	20.0	19.0	(1.0)
MUNICIPAL COURTS SUPERVISOR	18	2.0	2.0	
Total FTEs		**23.0**	**21.0**	**(2.0)**
Less adjustment for Civilian Vacancy Factor		**1.8**	**0.2**	**(1.6)**
Full-Time Equivalents		**21.2**	**20.8**	**(0.4)**

Business Area Revenue Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2206 / 1600

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1600010001	**MCD - Administrative Services**			
432010	Interest on Pooled Investments	3,000	2,032	**2,032**
452030	Miscellaneous Revenue	983,462	947,990	**947,990**
Total	**MCD - Administrative Services**	**986,462**	**950,022**	**950,022**
Total	**Municipal Courts Department**	**986,462**	**950,022**	**950,022**

Business Area Expenditure Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2206 / 1600

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	717,579	719,223	673,820	**681,039**
500060	Overtime - Civilian	2,027	0	572	**0**
500090	Premium Pay - Civilian	9,151	12,000	7,988	**12,000**
500110	Bilingual Pay - Civilian	8,362	8,127	8,040	**8,136**
500210	Pay for Performance-Municipal	0	6,250	0	**0**
501070	Pension - Civilian	107,940	102,841	104,499	**122,589**
501120	Termination Pay - Civilian	5,161	3,224	0	**3,224**
502010	FICA - Civilian	54,282	56,558	49,467	**53,640**
503010	Health Ins-Act Civilian	118,061	118,874	122,632	**134,313**
503015	Basic Life Insurance - Active Civilian	431	419	408	**405**
503040	Health/Life Ins.Ret-Classified	5,135	0	4,924	**5,100**
503050	Health/Life Insurance - Retiree Civilian	5,135	5,100	5,100	**5,100**
503060	Long Term Disability-Civilian	1,977	1,802	1,787	**1,768**
503090	Workers Compensation-Civilian-Admin	4,199	4,452	4,428	**4,160**
503100	Workers Compensation-Civilian-Claim	3,249	4,939	**7**	**4,939**
504030	Unemployment Claims - Administration	0	742	0	**0**
Total	**Personnel Services**	**1,042,689**	**1,044,551**	**983,672**	**1,036,413**
520121	IT Application Svcs	0	3,609	0	**0**
520805	Education & Training	505	0	0	**0**
522205	Metro Commuter Passes	1,061	2,365	1,796	**1,796**
522430	Miscellaneous Other Services & Charges	429	0	0	**0**
Total	**Other Services and Charges**	**1,995**	**5,974**	**1,796**	**1,796**
	Grand Total Expenditures	**1,044,684**	**1,050,525**	**985,468**	**1,038,209**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : **Municipal Court Technology Fee Fund**
Business Area Name : **Municipal Courts Department**
Fund No./Bus. Area No. : **2207 / 1600**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	855,281	855,281	**428,129**
Revenues	1,609,081	1,444,198	**1,444,198**
Expenditures	2,232,484	1,871,350	**1,622,346**
Revenues Over/(Under) Expenditures	(623,403)	(427,152)	**(178,148)**
Ending Fund Balance	231,878	428,129	**249,981**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	231,878	428,129	**249,981**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Municipal Courts Technology Fee Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Municipal Courts Department is responsible for administering the Municipal Courts Technology Fee Fund at the direction of City Council. The Municipal Courts Technology Fee Fund was established in FY2001 to account for revenue generated from a $4.00 technology fee for convictions on all traffic and non-traffic misdemeanor offenses occurring on or after June 26, 2000. The purpose of the fund is to finance technological enhancements for the Municipal Courts and maintaining systems to operate in an efficient manner.

Business Area Budget Summary

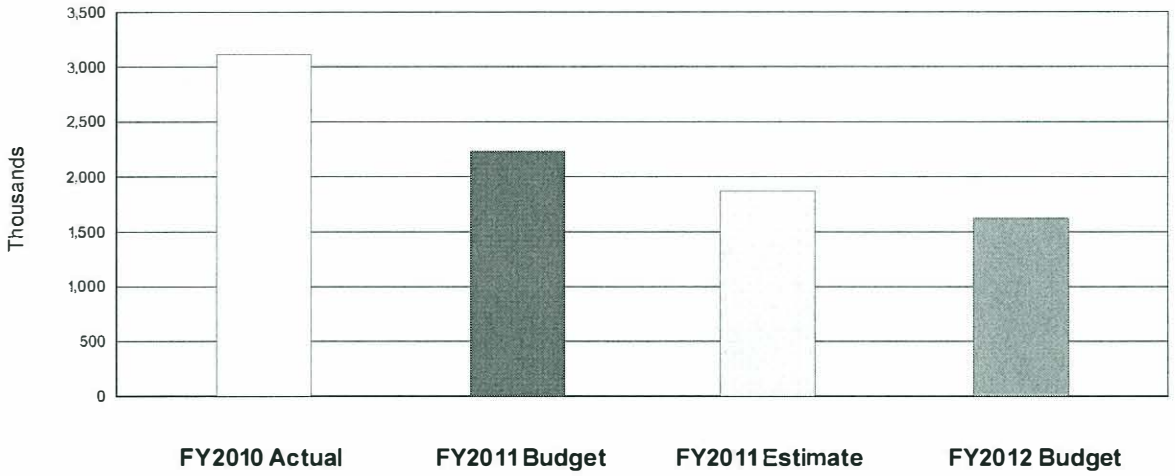
Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2207 / 1600

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	480,244	574,863	575,542	**0**
	Supplies	0	0	0	**0**
	Other Services and Charges	1,883,543	907,621	895,808	**1,272,346**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	2,363,787	1,482,484	1,471,350	**1,272,346**
	Debt Service & Other Uses	750,000	750,000	400,000	**350,000**
	Total Expenditures	3,113,787	2,232,484	1,871,350	**1,622,346**
Revenues		1,622,690	1,609,081	1,444,198	**1,444,198**
Staffing	Full-Time Equivalents - Civilian	6.2	7.0	7.0	**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	6.2	7.0	7.0	**0.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o FY2012 Personnel costs transferred to the General Fund to conform with statute.
- o FY2012 system maintenance expenses previously funded in the General Fund are now budgeted in the Technology Fee Fund.

Municipal Court Technology Fee Fund
Municipal Courts Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2207 / 1600

Name: MCD - Administrative Services -- 160001

Mission: This fund is designed for the purchase of technological enhancements for the Municipal Courts system and maintaining systems to operate in an efficient manner.

Goal:
* In partnership with ITD, continue development of CSMART and knowledge transference.
* Maintain existing systems in support of departmental activities.
* In partnership with HPD, deployment of the next generation of electronic citation writers.
* Coordinate purchase of kiosk to assist in the clearing of vehicle registration holds at Harris County pending implementation of the vehicle registration scofflaw program.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
NA	NA	NA	**NA**

Division Summary

Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2207 / 1600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
MCD - Administrative Services 160001						
The Texas Code of Criminal Procedure Article 102.0172 and City of Houston Ordinance Article I Section 16-13 are the basis for the Technology Fee Fund. Convicted defendants are required to pay a $4.00 court fee on all traffic and non-traffic misdemeanors.	6.2	3,113,787	7.0	1,871,350	**0.0**	**1,622,346**
Total	6.2	3,113,787	7.0	1,871,350	**0.0**	**1,622,346**

Business Area Roster Summary

Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2207 / 1600

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
LAN SPECIALIST	26	1.0	0.0	(1.0)
PROGRAMMER ANALYST I	16	1.0	0.0	(1.0)
SENIOR MICROCOMPUTER ANALYST	23	1.0	0.0	(1.0)
SYSTEMS CONSULTANT	26	1.0	0.0	(1.0)
SYSTEMS SUPPORT ANALYST IV	25	2.0	0.0	(2.0)
TECHNICAL HARDWARE ANALYST I	17	1.0	0.0	(1.0)
Total FTEs		**7.0**	**0.0**	**(7.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**7.0**	**0.0**	**(7.0)**

Business Area Revenue Summary

Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2207 / 1600

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1600010001	**MCD - Administrative Services**			
427080	Municipal Courts Technology	1,544,081	1,423,256	**1,423,256**
432010	Interest on Pooled Investments	65,000	20,942	**20,942**
Total	**MCD - Administrative Services**	**1,609,081**	**1,444,198**	**1,444,198**
Total	**Municipal Courts Department**	**1,609,081**	**1,444,198**	**1,444,198**

Business Area Expenditure Summary

Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2207 / 1600

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	347,378	425,478	417,599	**0**
500060	Overtime - Civilian	619	0	22	**0**
500110	Bilingual Pay - Civilian	900	904	898	**0**
500180	Temporary Employees	10,560	0	0	**0**
500210	Pay for Performance-Municipal	0	2,500	0	**0**
501070	Pension - Civilian	51,562	61,694	64,518	**0**
502010	FICA - Civilian	26,459	32,620	30,530	**0**
503010	Health Ins-Act Civilian	40,987	47,844	58,146	**0**
503015	Basic Life Insurance - Active Civilian	184	255	254	**0**
503060	Long Term Disability-Civilian	512	595	596	**0**
503090	Workers Compensation-Civilian-Admin	1,083	1,470	1,476	**0**
503100	Workers Compensation-Civilian-Claim	0	1,258	1,258	**0**
504030	Unemployment Claims - Administration	0	245	245	**0**
Total	**Personnel Services**	**480,244**	**574,863**	**575,542**	**0**
520105	Accounting & Auditing Services	37,500	0	0	**0**
520107	Computer Info/Contr	1,358,021	744,596	691,466	**746,276**
520108	Information Resource Services	10,312	0	0	**0**
520110	Management Consulting Services	76,721	0	0	**0**
520114	Miscellaneous Support Services	42,100	0	0	**0**
520119	Computer Equipment/Software Maintenance	251,809	94,993	137,375	**359,544**
520157	Computer Software Maintenance Services	105,783	65,407	64,471	**166,526**
520805	Education & Training	35	0	0	**0**
521610	Voice Services	2	0	0	**0**
522205	Metro Commuter Passes	1,260	2,625	2,496	**0**
Total	**Other Services and Charges**	**1,883,543**	**907,621**	**895,808**	**1,272,346**
532055	Transfers to Certification of Obligation	750,000	750,000	400,000	**350,000**
Total	**Debt Service and Other Uses**	**750,000**	**750,000**	**400,000**	**350,000**
	Grand Total Expenditures	**3,113,787**	**2,232,484**	**1,871,350**	**1,622,346**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : Juvenile Case Manager Fee
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2211 / 1600

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	1,277,240	1,277,240	**1,418,296**
Revenues	940,000	870,000	**870,000**
Expenditures	851,857	728,944	**868,041**
Revenues Over/(Under) Expenditures	88,143	141,056	**1,959**
Ending Fund Balance	1,365,383	1,418,296	**1,420,255**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	1,365,383	1,418,296	**1,420,255**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Municipal Courts Juvenile Case Manager Fee Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Municipal Courts Department is responsible for administering the Municipal Courts Juvenile Case Manager Fee Fund at the direction of City Council. The Municipal Courts Juvenile Case Manager Fee Fund was established in FY2008 to account for revenue generated from a $3.00 fee for convictions on all traffic and non-traffic misdemeanor offenses.

The Juvenile Case Manager Program is a partnership between the City of Houston Municipal Courts, Mayor's Anti-Gang Office, and the Houston Independent School District. The Program's goal is to increase attendance and reduce truancy through early identification and prevention services and enhance accountability of students and families. Students who have 3 to 10 unexcused absences are referred by the school attendance specialist to the Juvenile Case Manager. An assessment is conducted through a home and school visit to determine the underlying cause of the unexcused absences. The assessment allows the Juvenile Case Managers to make the appropriate social service referrals.

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Business **Area Budget Summary**

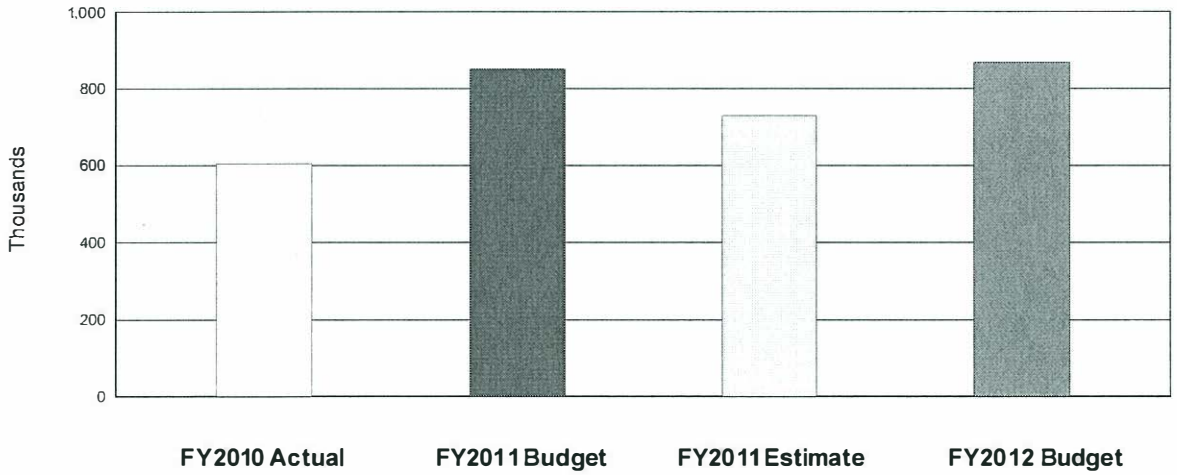
Fund Name : **Juvenile Case Manager Fee**
Business Area Name : **Municipal Courts Department**
Fund No./Bus. Area **No.** : **2211 / 1600**

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	579,886	800,495	700,000	**838,891**
	Supplies	1,244	7,000	200	**200**
	Other Services and Charges	23,332	44,362	28,744	**28,950**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	604,462	851,857	728,944	**868,041**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	604,462	851,857	728,944	**868,041**
Revenues		979,204	940,000	870,000	**870,000**
Staffing	Full-Time Equivalents - Civilian	10.4	15.0	12.3	**14.0**
	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	10.4	15.0	12.3	**14.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o A consistent salary structure based on level of education and years of experience will be in place for the Juvenile Case Manager staff in order to remain competitive with other government entities, and increase retention of current staff.
- o The current number of target campuses will not be increased in FY2012, but additional 7th grade students at the middle school campuses may be added to the client base of the assigned Juvenile Case Managers.
- o The Program anticipates filling a Sr. Juvenile Case Manager which is vacant but does not anticipate hiring any additional Juvenile Case Managers. One of the two current vacant positions will not be funded in FY2012.

Juvenile Case Manager Fee
Municipal Courts Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Juvenile Case Manager Fee
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2211 / 1600

Name: MCD - Judicial Operations Group -- 160007

Mission: In partnership with HISD, the mission of the Juvenile Case Manager (JCM) Program is to reduce truancy levels at target campuses.

Goal:
* Meet quarterly with HISD officials to review target campus performance.
* Expand program activities from Summer to Summer/After School (S/AS) programs.
* Provide service referrals to client/family and/or guardian.
* Hold weekly meetings with JCM staff/bi-monthly mtgs with Mayor's Anti-Gang Office (MAGO).
* Review feasability of increasing number of campuses / expanding grade levels.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
HISD Review Meetings	Quarterly	Quarterly	**Quarterly**
S/AS Programs	Summer Prog	Summer Prog	**S/AS Prog**
Provide service referrals	Monthly	Monthly	**Monthly**
JCM/MAGO meetings	Wkly/BiMo	Wkly/BiMo	**Wkly/BiMo**
Target campuses	8 campuses	10 campuses	**10 campuses**

Division Summary

Fund Name : Juvenile Case Manager Fee
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2211 / 1600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
MCD - Judicial Operations Group 160007						
The objective of the Truancy Court Program is to reduce truancy in target schools and provide education, counseling and support services to schools, students and parents. This is a collaborative effort between HISD, Mayor's Anti-Gang Office and the Courts.	10.4	604,462	12.3	728,944	**14.0**	**868,041**
Total	10.4	604,462	12.3	728,944	**14.0**	**868,041**

Business Area Roster Summary

Fund Name : **Juvenile Case Manager Fee**
Business Area Name : **Municipal Courts Department**
Fund No./Bus Area No. : **2211 / 1600**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
JUVENILE CASE MANAGER	20	14.0	13.0	(1.0)
SENIOR JUVENILE CASE MANAGER	23	1.0	1.0	
Total FTEs		**15.0**	**14.0**	**(1.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**15.0**	**14.0**	**(1.0)**

Business Area Revenue Summary

Fund Name : Juvenile Case Manager Fee
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2211 / 1600

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1600070001	**MCD - Judicial Operations Group**			
427270	Juvenile Case Manager Revenue	914,000	844,000	**844,000**
432010	Interest on Pooled Investments	26,000	26,000	**26,000**
Total	**MCD - Judicial Operations Group**	**940,000**	**870,000**	**870,000**
Total	**Municipal Courts Department**	**940,000**	**870,000**	**870,000**

Business Area Expenditure Summary

Fund Name : Juvenile Case Manager Fee
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2211 / 1600

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	430,439	595,041	496,630	**587,592**
500110	Bilingual Pay - Civilian	6,934	9,940	7,349	**9,036**
501070	Pension - Civilian	63,791	85,485	75,144	**105,766**
501120	Termination Pay - Civilian	315	2,000	7,423	**2,000**
502010	FICA - Civilian	32,851	45,859	38,100	**45,644**
503010	Health Ins-Act Civilian	42,214	56,868	64,715	**84,513**
503015	Basic Life Insurance - Active Civilian	194	352	352	**350**
503060	Long Term Disability-Civilian	971	1,275	1,275	**1,190**
503090	Workers Compensation-Civilian-Admin	2,177	3,150	9,012	**2,800**
504030	Unemployment Claims - Administration	0	525	0	**0**
Total	**Personnel Services**	**579,886**	**800,495**	**700,000**	**838,891**
511070	Miscellaneous Office Supplies	1,244	7,000	200	**200**
Total	**Supplies**	**1,244**	**7,000**	**200**	**200**
520119	Computer Equipment/Software Maintenance	0	9,000	0	**0**
520515	Print Shop Services	103	300	100	**100**
520520	Printing & Reproduction Services	0	5,000	0	**0**
520765	Membership & Professional Fees	0	3,000	0	**0**
520805	Education & Training	245	3,000	0	**150**
520905	Travel - Training Related	7,839	2,000	0	**100**
520910	Travel - Non-Training Related	2,803	10,000	13,955	**13,550**
521610	Voice Services	4,701	2,382	4,697	**5,400**
521620	Voice Equipment	0	500	860	**500**
521730	Parking Space Rental	7,641	9,180	9,132	**9,150**
Total	**Other Services and Charges**	**23,332**	**44,362**	**28,744**	**28,950**
	Grand Total Expenditures	**604,462**	**851,857**	**728,944**	**868,041**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name	:	**Parks Special Revenue Fund**
Business Area Name	:	**Parks and Recreation**
Fund No./Bus. Area No.	:	**2100 / 3600**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	4,196,327	4,196,327	**2,911,539**
Revenues	7,837,600	7,581,200	**7,781,800**
Expenditures	8,865,988	8,865,988	**7,781,500**
Revenues Over/(Under) Expenditures	(1,028,388)	(1,284,788)	**300**
Ending Fund Balance	3,167,939	2,911,539	**2,911,839**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	3,167,939	2,911,539	**2,911,839**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

In 1981, City Council directed that revenues from revenue generating activities should be deposited in a "Parks Special Revenue Fund." These funds should be used for repairs, replacement, and renovation of parks revenue producing facilities, equipment, and for maintaining and operation of parks revenue producing facilities and activities.

Presently, revenue-generating activities include, but are not limited to:

- Golf courses.
- Tennis, fitness and garden center.
- Community center and ball field rentals.
- Adult sports league registrations.
- Youth summer enrichment programs.
- Park concessions.
- Lake Houston Wilderness Park Entrance and Reservations.

Business Area Budget Summary

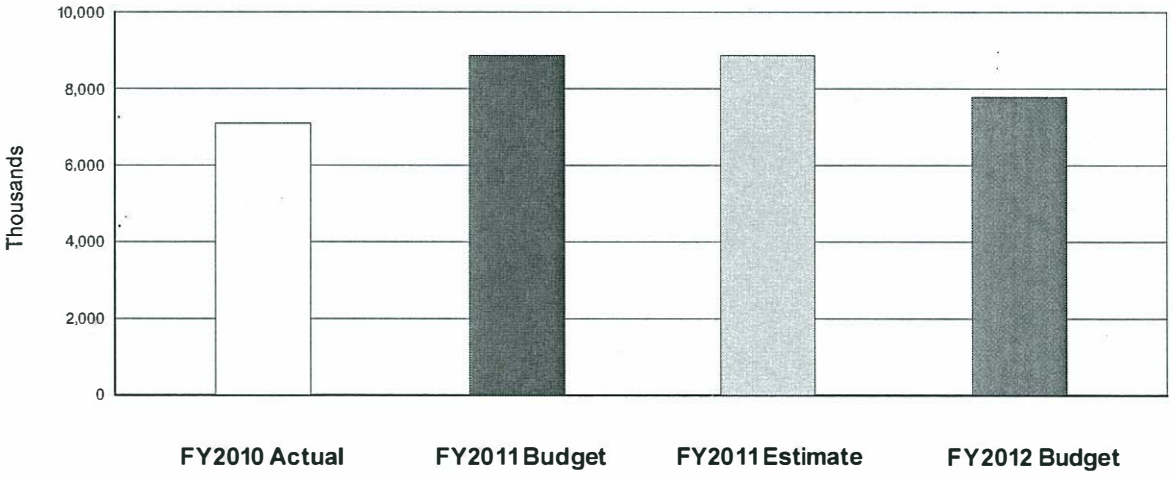
Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2100 / 3600

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	4,463,035	5,094,480	5,094,480	**4,463,855**
	Supplies	1,177,756	1,517,846	1,517,848	**1,466,677**
	Other Services and Charges	1,154,864	1,827,850	1,827,848	**1,602,168**
	Equipment	294,797	15,362	15,362	**248,800**
	Total M & O Expenditures	7,090,452	8,455,538	8,455,538	**7,781,500**
	Debt Service & Other Uses	0	410,450	410,450	**0**
	Total Expenditures	7,090,452	8,865,988	8,865,988	**7,781,500**
Revenues		6,942,712	7,837,600	7,581,200	**7,781,800**
Staffing	Full-Time Equivalents - Civilian	95.2	115.5	115.5	**92.0**
	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	95.2	115.5	115.5	**92.0**
	Full-Time Equivalents - Overtime	3.9	6.8	6.8	**4.4**

Significant Budget Changes and Highlights

- o Continue to provide well-maintained, attractive and safe golf and tennis facilities.
- o Promote golf and tennis programs through the website, media, town hall meetings and citizens community base.
- o Supplement summer programs cost by purchasing t-shirts, sponsoring field trips and day camping nature trips, and making improvements to Memorial Tennis Center.
- o Continue to increase revenues for the department through golf course revenue, ball field rentals, concessionaire revenues, and Lake Houston Park rentals.
- o Enhance and strengthen existing public and private partnerships.

Parks Special Revenue Fund
Parks and Recreation
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Name: Recreation and Wellness -- 360009

Mission: To enhance the quality of life and wellness of Houstonians ensuring that their environment and programs remain engaging, to provide youth and adults affordable recreational sports and fitness programs and provide a safe place for participating patrons.

Goal: To provide annualized recreational programs as well as Adult Sports functions and activities, including citywide leagues.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Teams registered	1,500	1,500	**1,600**
Total fees/revenue collected	350,000	360,000	**370,000**

Name: Golf & Tennis Center -- 360011

Mission: To ensure the continued growth, use and development of the golf courses and tennis centers through leadership, stewardship of resources and maintaining high customer satisfaction by providing quality maintenance and sustainable fees for the citizens.

Goal: To maintain golf courses at championship caliber levels. Provide competitively priced merchandise and amenities. Conduct golf, tennis tournaments and instructional programs. Monitor contract managed courses and improve revenue opportunities while maintaining the highest possible customer service level.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Golf revenue generated	2,280,626	2,591,100	**2,691,000**
Rounds of golf	101,806	102,006	**105,801**
Privatized golf courses annual inspections	6	6	**6**
Tennis court rentals	40,555	40,600	**40,750**

Name: Memorial Golf Course -- 360012

Mission: To ensure the continued growth, use and development of the course through leadership, stewardship of resources and maintaining high customer satisfaction by providing championship level maintenance and sustainable fees for the citizens.

Goal: To maintain golf course at championship caliber level and provide competitively priced merchandise and amenities. Conduct golf events, instructional programs, and improve revenue opportunities while maintaining the highest possible customer service levels.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Rounds of golf	58,281	60,500	**61,100**
Golf course revenue	2,736,040	3,053,100	**3,103,400**

Division Mission and Performance Measures

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Name: Greenspace Management -- 360013

Mission: To provide safe, well-maintained parks and to be good stewards of the environment in carrying out that mission.

Goal: To adhere to qualitative standards for mowing and delittering the City of Houston (COH) parks and facilities. Provide arts, science and the technology of managing trees, forests and natural resources in and around the city metro area for the health and well being of the communities.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Ball field prep cycle Lv 1	N/A	1.9	**3**

Name: PRD - Lake Houston -- 360014

Mission: To provide a safe well-maintained park and affordable programs for the community.

Goal: To ensure that the park is properly managed and maintained to provide a safe and enjoyable experience for park patrons. Provide quality outdoor recreational amenities, natural resource based programs and outdoor recreational programs (including camps). Manage the natural resources based on sound science to perpetuate the resources for the community now and for future generations.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Paid visitors	18,200	20,000	**22,000**
Revenue	74,210	77,000	**81,000**

Name: PRD - Community Center Operations -- 360015

Mission: To enhance the quality of life and wellness of Houstonians by providing affordable programs at Houston Parks and Recreation Department (HPARD) Community Centers.

Goal: To encourage citizens to utilize the centers and to promote natural resources and fitness programs. To promote the rental of the Garden Center and promote fitness center memberships to generate revenue for the Department.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Garden center rentals	10,780	11,500	**12,500**

Division Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Recreation and Wellness 360009						
Administer the operations of citywide fee-based Adult Sports programs, pay sports officials and purchase recreational supplies for the Youth Enrichment Program.	0.0	432,290	0.0	546,011	**0.0**	**552,800**
Golf & Tennis Center 360011						
Administer the operations of 4 golf courses and 3 tennis centers, and work with Parks Contract Compliance to oversee operations of 3 city-owned golf courses under management contracts with private firms.	58.2	3,957,315	63.0	4,027,560	**51.5**	**3,754,187**
Memorial Golf Course 360012						
Manage the operation and maintenance of the City's premier golf course; including the pro shop, customer service staff, driving range, and practice facilities.	37.0	2,450,159	52.5	3,488,328	**40.5**	**2,964,513**
Greenspace Management 360013						
Provide routine ground maintenance to the COH parks, sports fields, trails, trees, libraries, multipurpose centers, and other natural resources. Control invasive plants species and provide emergency services during disasters.	0.0	205,875	0.0	666,400	**0.0**	**376,600**
PRD - Lake Houston 360014						
Provide routine grounds and facility maintenance, recreational and natural resource based programming at the approximately 5,000 acre Lake Houston Park. The natural reserve is utilized by the public for camping, outdoor recreation and natural resource based education.	0.0	25,000	0.0	40,000	**0.0**	**125,000**

Division Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
PRD - Community Center Operations 360015						
Community Center Operations includes Houston Garden Center and Memorial Park Fitness Center expenses. In FY2011, The Houston Garden Center was renovated at a cost of $74,000.	0.0	19,813	0.0	97,689	**0.0**	**8,400**
Total	95.2	7,090,452	115.5	8,865,988	**92.0**	**7,781,500**

Business Area Roster Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE AIDE	10	0.5	0.5	
ADMINISTRATIVE ASSISTANT	17	2.0	1.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	2.0	2.0	
ASSISTANT SUPERINTENDENT	20	3.0	3.0	
ASSISTANT TENNIS CENTER MANAGER	17	2.0	2.0	
CREW LEADER	11	2.0	2.0	
CUSTODIAN	4	0.5	0.0	(0.5)
DIVISION MANAGER	29	1.0	1.0	
EQUIPMENT WORKER	13	10.0	7.0	(3.0)
FIELD SUPERVISOR	17	3.0	3.0	
GARDENER	8	1.0	1.0	
GROUNDSKEEPER	5	9.5	7.0	(2.5)
LABORER	4	12.0	9.0	(3.0)
MAINTENANCE MECHANIC I	8	0.5	0.0	(0.5)
MAINTENANCE MECHANIC III	14	3.0	3.0	
MAINTENANCE SUPERVISOR	16	1.0	1.0	
MANAGEMENT ANALYST III	21	0.0	1.0	1.0
MANAGEMENT ANALYST IV	25	1.0	0.0	(1.0)
OFFICE SUPERVISOR	17	2.0	2.0	
PARK MAINTENANCE AIDE	4	1.5	0.5	(1.0)
PARK MAINTENANCE SUPERVISOR	13	1.0	1.0	
RECREATION ASSISTANT	6	34.0	28.0	(6.0)
SECURITY OFFICER	8	2.0	1.0	(1.0)
SEMI-SKILLED LABORER	6	7.5	5.0	(2.5)
SENIOR CASHIER	10	6.5	6.0	(0.5)
SENIOR SUPERINTENDENT	27	2.0	2.0	
SUPERINTENDENT	24	2.0	2.0	
TENNIS CENTER MANAGER	21	3.0	1.0	(2.0)
Total FTEs		**115.5**	**92.0**	**(23.5)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**115.5**	**92.0**	**(23.5)**

Business Area Revenue Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
3600020004	**PRD-Financial Services**			
421530	Special Event Permits	90,000	95,000	**95,000**
421540	Closed Use Permits	80,100	81,000	**81,000**
426170	Recreation Sports & Education Program	434,400	430,000	**434,400**
426420	Building Space Rental Fees	79,000	80,100	**80,100**
426440	Park Facility Use Fees	333,800	320,000	**333,800**
428080	Returned Check Charges	100	200	**100**
432010	Interest on Pooled Investments	130,000	100,000	**100,000**
434205	Sale of Scrap Metal	6,000	5,000	**6,000**
443010	Temporary park Concessions	45,000	38,400	**45,000**
443020	Terminal Concession Agreements	201,000	219,400	**220,000**
443160	Vending Machine Concessions	42,000	40,100	**42,000**
452030	Miscellaneous Revenue	500	0	**500**
Total	**PRD-Financial Services**	**1,441,900**	**1,409,200**	**1,437,900**
3600110001	**PRD-Golf Admin.**			
443030	Terminal Operation Agreement	182,800	193,800	**197,400**
3600110002	**PRD-ShrptownGolfCrse**			
426190	Golf Fees	894,700	950,800	**977,400**
426370	Training Services	700	1,400	**1,500**
442070	Other Rental Fees	395,000	335,500	**348,300**
443010	Temporary park Concessions	9,800	4,100	**6,500**
443040	Other Recreational Concessions	7,300	7,900	**7,900**
443190	Retail Concessions	58,700	54,800	**54,500**
452030	Miscellaneous Revenue	3,000	2,500	**2,700**
Total	**PRD-ShrptownGolfCrse**	**1,369,200**	**1,357,000**	**1,398,800**
3600110003	**PRD-Brock Golf Course**			
426190	Golf Fees	385,600	330,900	**348,100**
442070	Other Rental Fees	221,900	156,000	**168,100**
443010	Temporary park Concessions	4,100	1,100	**3,100**
443040	Other Recreational Concessions	6,200	6,500	**6,600**
443190	Retail Concessions	26,100	19,700	**21,600**
Total	**PRD-Brock Golf Course**	**643,900**	**514,200**	**547,500**
3600110004	**PRD-Gus Wortham Golf Course**			
426190	Golf Fees	430,300	457,500	**467,300**
442070	Other Rental Fees	231,500	199,400	**210,600**
443010	Temporary park Concessions	8,900	3,500	**5,300**
443040	Other Recreational Concessions	38,600	39,600	**40,300**
443190	Retail Concessions	24,300	19,900	**21,200**
Total	**PRD-Gus Wortham Golf Course**	**733,600**	**719,900**	**744,700**
3600110005	**PRD-Homer Ford Tennis Ctr**			
426180	Tennis Court Fees	21,000	19,300	**21,000**
426290	Other Service Charges	200	200	**200**
426370	Training Services	800	700	**800**
443190	Retail Concessions	2,000	1,400	**2,000**
Total	**PRD-Homer Ford Tennis Ctr**	**24,000**	**21,600**	**24,000**
3600110006	**PRD-Memorial Tennis Ctr**			
426180	Tennis Court Fees	80,700	80,700	**81,000**
426290	Other Service Charges	22,000	20,300	**21,500**
426370	Training Services	9,800	9,800	**9,900**
434340	Cashier Overages	100	0	**100**
443020	Terminal Concession Agreements	18,000	17,500	**18,000**
443190	Retail Concessions	8,500	6,800	**7,600**
Total	**PRD-Memorial Tennis Ctr**	**139,100**	**135,100**	**138,100**
3600110007	**PRD-Lee LeClear Tennis Ctr**			

Business Area Revenue Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
426180	Tennis Court Fees	63,000	60,500	**63,000**
426290	Other Service Charges	500	500	**500**
426370	Training Services	2,000	2,100	**2,000**
443190	Retail Concessions	2,800	1,800	**2,200**
Total	**PRD-Lee LeClear Tennis Ctr**	**68,300**	**64,900**	**67,700**
3600120001	**PRD-Memorial ProShop Admin.**			
426190	Golf Fees	1,675,300	1,704,300	**1,722,400**
426370	Training Services	26,000	28,000	**28,000**
434340	Cashier Overages	100	100	**100**
442070	Other Rental Fees	431,600	396,900	**404,500**
443020	Terminal Concession Agreements	118,600	118,600	**122,800**
443040	Other Recreational Concessions	630,700	590,400	**603,200**
443190	Retail Concessions	228,700	214,800	**222,400**
Total	**PRD-Memorial ProShop Admin.**	**3,111,000**	**3,053,100**	**3,103,400**
3600120002	**PRD-Memorial Course Maint.**			
434215	Sale of Non-Capital Rolling Stock	500	0	**500**
3600130001	**PRD-Ground Maint. Admin.**			
452030	Miscellaneous Revenue	6,000	1,700	**5,000**
3600140001	**PRD-Lake Houston**			
426170	Recreation Sports & Education Program	0	200	**1,500**
426200	Admission and User Fees	35,000	31,300	**34,000**
426430	Facility Rental Fees	45,500	45,500	**45,500**
Total	**PRD-Lake Houston**	**80,500**	**77,000**	**81,000**
3600150040	**PRD-Houston Garden Center**			
421540	Closed Use Permits	1,100	1,100	**1,100**
426420	Building Space Rental Fees	14,500	11,500	**12,500**
452030	Miscellaneous Revenue	3,000	3,400	**4,000**
Total	**PRD-Houston Garden Center**	**18,600**	**16,000**	**17,600**
3600150041	**PRD-Memorial Fitness**			
426200	Admission and User Fees	17,000	16,500	**17,000**
426290	Other Service Charges	1,200	1,200	**1,200**
Total	**PRD-Memorial Fitness**	**18,200**	**17,700**	**18,200**
Total	**Parks and Recreation**	**7,837,600**	**7,581,200**	**7,781,800**

Business Area Expenditure Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2100 / 3600

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	2,546,115	2,813,329	2,813,329	**2,423,391**
500030	Salary Part Time - Civilian	346,780	598,299	598,299	**410,306**
500060	Overtime - Civilian	181,299	187,700	187,700	**187,900**
500090	Premium Pay - Civilian	31,023	26,179	26,179	**17,364**
500110	Bilingual Pay - Civilian	2,712	2,722	2,722	**2,712**
501070	Pension - Civilian	377,272	403,384	403,384	**436,209**
501120	Termination Pay - Civilian	33,985	29,455	29,455	**31,455**
502010	FICA - Civilian	228,548	277,778	277,778	**232,707**
503010	Health Ins-Act Civilian	517,718	572,872	572,872	**546,442**
503015	Basic Life Insurance - Active Civilian	1,515	1,636	1,636	**1,424**
503050	Health/Life Insurance - Retiree Civilian	137,398	125,478	125,478	**125,478**
503060	Long Term Disability-Civilian	6,622	7,395	7,395	**6,205**
503090	Workers Compensation-Civilian-Admin	21,509	24,768	24,768	**18,742**
503100	Workers Compensation-Civilian-Claim	30,548	20,230	20,230	**20,230**
504030	Unemployment Claims - Administration	(9)	3,255	3,255	**3,290**
Total	**Personnel Services**	**4,463,035**	**5,094,480**	**5,094,480**	**4,463,855**
511010	Chemical Gases & Special Fluids	241,473	283,740	283,740	**278,700**
511015	Cleaning & Sanitary Supplies	74,458	41,007	41,007	**37,700**
511020	Construction Materials	38,149	102,366	102,367	**117,300**
511025	Electrical Hardware & Parts	2,060	11,922	11,922	**11,200**
511030	Mechanical Hardware & Parts	4,274	2,600	2,600	**3,200**
511035	Meters Hydrants & Plumbing Supplies	16,081	46,400	46,400	**43,500**
511040	Audiovisual Supplies	376	747	747	**400**
511045	Computer Supplies	5,511	7,750	7,750	**1,100**
511050	Paper & Printing Supplies	2,685	2,667	2,667	**1,900**
511055	Publications & Printed Materials	2,710	5,000	5,000	**4,200**
511060	Postage	1,504	400	400	**200**
511070	Miscellaneous Office Supplies	6,713	6,960	6,961	**7,400**
511080	General Laboratory Supplies	0	400	400	**400**
511085	Drugs & Medical Chemicals	46	100	100	**100**
511090	Medical & Surgical Supplies	944	19,878	19,878	**700**
511095	Small Technical & Scientific Equipment	1,435	1,500	1,500	**1,500**
511110	Fuel	49,725	75,700	75,700	**63,577**
511115	Vehicle Repair & Maintenance Supplies	62,941	56,291	56,291	**57,900**
511120	Clothing	47,605	79,647	79,647	**81,600**
511125	Food Supplies	700	100	100	**100**
511135	Recreational Supplies	159,916	152,122	152,122	**141,500**
511140	Landscaping & Gardening Supplies	127,844	245,200	245,200	**244,500**
511145	Small Tools & Minor Equipment	25,124	23,161	23,161	**18,400**
511150	Miscellaneous Parts & Supplies	87,875	67,113	67,113	**59,800**
511155	Inventory Sales	217,585	285,075	285,075	**289,800**
511165	Fire Fighting Equipment	22	0	0	**0**
Total	**Supplies**	**1,177,756**	**1,517,846**	**1,517,848**	**1,466,677**
520101	Janitorial Services	24,577	30,500	30,500	**29,000**
520102	Security Services	111,700	122,500	122,500	**117,500**
520104	Claims Payment Services	0	5,000	5,000	**5,000**
520106	Architectural Services	0	26,180	26,180	**0**
520107	Computer Info/Contr	3,600	1,400	1,400	**1,400**
520110	Management Consulting Services	25,124	0	0	**0**
520114	Miscellaneous Support Services	1,118	3,000	3,000	**52,200**
520118	Refuse Disposal	18,354	33,400	33,400	**33,200**
520119	Computer Equipment/Software Maintenance	24,885	24,900	24,900	**24,900**

Business Area Expenditure Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2100 / 3600

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520121	IT Application Svcs	1,100	1,999	1,999	**1,701**
520122	Office Equipment Services	0	100	100	**100**
520123	Vehicle & Motor Equipment Services	1,707	16,900	16,900	**15,400**
520124	Other Equipment Services	32,490	11,300	11,300	**10,600**
520126	Construction Site Work Services	0	273,820	273,820	**0**
520127	Structural Construction Work Services	0	1,200	1,200	**1,200**
520128	Other Construction Work Services	0	62,489	62,489	**13,500**
520146	Contract Instructor Sports	192,217	200,000	200,000	**200,000**
520510	Mail/Delivery Services	20,241	23,000	23,000	**19,700**
520515	Print Shop Services	13	100	100	**100**
520520	Printing & Reproduction Services	6,248	16,500	16,500	**16,300**
520605	Advertising Services	19,072	18,700	18,700	**18,100**
520705	Insurance Fees	13,132	13,821	13,539	**15,571**
520765	Membership & Professional Fees	6,218	6,400	6,400	**6,200**
520805	Education & Training	266	200	200	**200**
520905	Travel - Training Related	2,200	11,300	11,300	**9,000**
520910	Travel - Non-Training Related	377	1,400	1,400	**1,200**
521405	Building Maintenance Services	29,899	182,887	182,886	**151,800**
521410	Sewer Services	48,410	67,600	67,600	**59,200**
521415	Land and Grounds Maintenance	25,363	6,788	7,069	**6,500**
521435	Water Services	2,565	2,000	2,000	**3,500**
521605	Data Services	837	792	792	**1,920**
521610	Voice Services	7,516	5,534	5,534	**9,764**
521620	Voice Equipment	0	8	8	**63**
521625	Voice Labor	0	0	0	**17**
521630	GIS Revolving Fund Services	0	4,580	4,580	**4,545**
521705	Vehicle/Equipment Rental/Lease	500,212	592,000	592,000	**586,600**
521715	Office Equipment Rental	4,611	5,700	5,700	**5,600**
521725	Other Rental	13,794	27,448	27,448	**25,400**
522305	Freight Charges	8,931	7,700	7,700	**9,000**
522410	Cashier Shortages	0	4,345	0	**0**
522420	Petty Cash/Change Special Fund	0	0	4,345	**0**
522430	Miscellaneous Other Services & Charges	8,087	14,359	14,359	**82,500**
522721	Interfund HR Client Services	0	0	0	**63,651**
522722	KRONOS Service Chargeback	0	0	0	**36**
Total	**Other Services and Charges**	**1,154,864**	**1,827,850**	**1,827,848**	**1,602,168**
560220	Vehicles	294,797	15,362	15,362	**248,800**
Total	**Equipment**	**294,797**	**15,362**	**15,362**	**248,800**
532035	Transf-Spec Nonrecr	0	410,450	410,450	**0**
Total	**Debt Service and Other Uses**	**0**	**410,450**	**410,450**	**0**
	Grand Total Expenditures	**7,090,452**	**8,865,988**	**8,865,988**	**7,781,500**


CITY OF HOUSTON
TEXAS

Fund Summary

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

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	841,277	841,277	**829,181**
Revenues	9,614	17,000	**20,000**
Expenditures	838,969	29,096	**809,873**
Revenues Over/(Under) Expenditures	(829,355)	(12,096)	**(789,873)**
Ending Fund Balance	11,922	829,181	**39,308**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	11,922	829,181	**39,308**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, FY2011 Estimate and FY2012 Budget for the Historic Preservation Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Historic Preservation Fund was established to utilize funds set aside from the sale of historic fire stations by the City 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.

Business Area Budget Summary

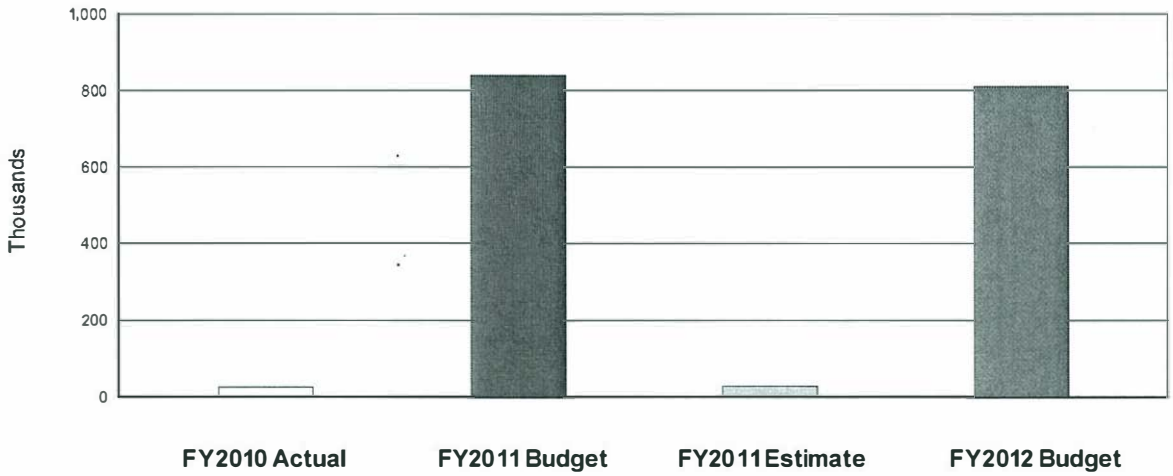
Fund Name : Historic Preservation Fund
Business Area Name : Planning & Development
Fund No./Bus. Area No. : 2306 / 7000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	0	0	**0**
	Supplies	0	2,785	2,785	**0**
	Other Services and Charges	26,498	836,184	26,311	**809,873**
	Total M & O Expenditures	26,498	838,969	29,096	**809,873**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	26,498	838,969	29,096	**809,873**
Revenues		358,704	9,614	17,000	**20,000**
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 Develop programs that utilize City funds as seed money to encourage private investment, attract grant funds and support educational programs that will further preservation efforts in Houston.
- o Create design guidelines pursuant to the historic preservation ordinance amendment.

Historic Preservation Fund
Planning & Development
Expenditure Summary



Division Mission and Performance Measures

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

Name: PD-Development Services -- 700003

Mission: To strengthen and support historic preservation in the City

Goal: To develop historic preservation educational materials, historic district design guidlines and revolving preservation loan fund.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Develop educational materials	100%	100%	**100%**
Create and update design guidelines	2	1	**2**

Division Summary

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

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
PD-Development Services 700003						
Historic Preservation Fund was established to utilize funds set aside from the sale of historic fire stations by the City 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.	0.0	26,498	0.0	29,096	**0.0**	**809,873**
Total	0.0	26,498	0.0	29,096	**0.0**	**809,873**

Business Area Revenue Summary

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

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
7000030001	**Development Services**			
432010	Interest on Pooled Investments	9,614	17,000	**20,000**
Total	**Planning & Development**	**9,614**	**17,000**	**20,000**

Business Area Expenditure Summary

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

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
511060	Postage	0	2,785	2,785	**0**
Total	**Supplies**	**0**	**2,785**	**2,785**	**0**
520114	Miscellaneous Support Services	0	836,184	20,000	**809,873**
522430	Miscellaneous Other Services & Charges	0	0	6,311	**0**
522795	Other Interfund Services	26,498	0	0	**0**
Total	**Other Services and Charges**	**26,498**	**836,184**	**26,311**	**809,873**
	Grand Total Expenditures	**26,498**	**838,969**	**29,096**	**809,873**

Fund Summary

Fund Name : **Asset Forfeiture**
Fund No./Bus. Area No. : **2202 / 2203 / 2204 / 1000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	1,189,964	1,189,964	**1,293,351**
Revenues	6,483,887	6,178,387	**5,906,649**
Expenditures	7,200,000	6,075,000	**7,200,000**
Revenues Over/(Under) Expenditures	(716,113)	103,387	**(1,293,351)**
Ending Fund Balance	473,851	1,293,351	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	473,851	1,293,351	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Asset Forfeiture Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Asset Forfeiture Special Revenue Fund was established to account for asset forfeiture proceeds. The Houston Police Department (HPD) receives asset forfeiture proceeds under guidelines set forth by the US Department of Justice, the US Treasury Department, and the State of Texas. These forfeiture proceeds are generated as a result of law enforcement efforts against illegal and criminal activity. Proceeds received under the various guidelines must be used for law enforcement purposes.

Typically, asset forfeiture funds are used for overtime expenses for HPD officers budgeted in the General Fund, and to a lesser extent, for purchases of supplies and materials related to law enforcement programs.

Business Area Budget Summary

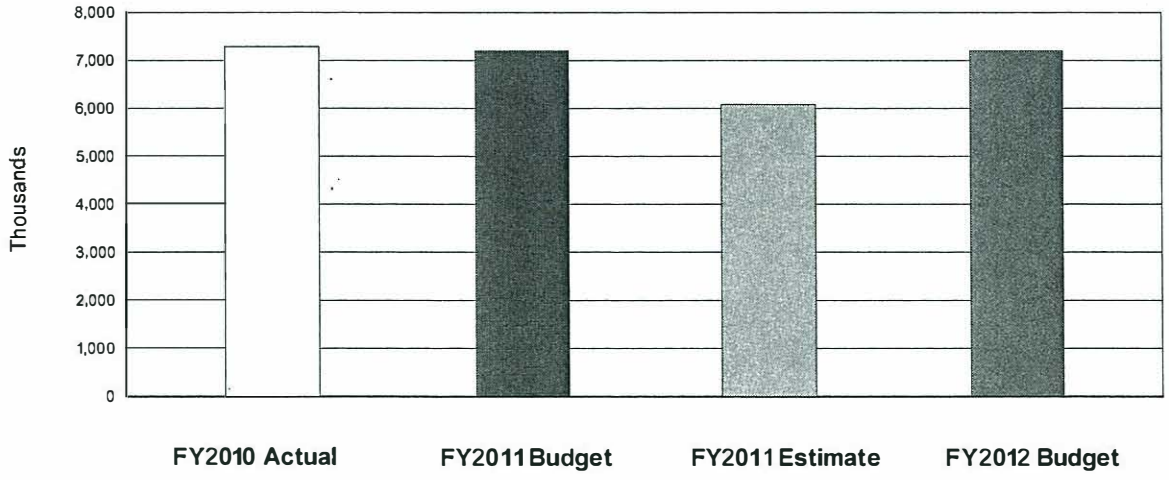
Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus. Area No. : 2202 / 2203 / 2204 / 1000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,487,949	2,615,000	2,401,000	**2,618,300**
	Supplies	1,524,563	1,668,019	1,712,400	**2,068,100**
	Other Services and Charges	1,517,753	2,677,081	1,700,600	**2,218,600**
	Equipment	180,793	70,000	66,000	**100,000**
	Non-Capital Equipment	276,152	169,900	195,000	**195,000**
	Total M & O Expenditures	5,987,210	7,200,000	6,075,000	**7,200,000**
	Debt Service & Other Uses	1,297,006	0	0	**0**
	Total Expenditures	7,284,216	7,200,000	6,075,000	**7,200,000**
Revenues		5,844,679	6,483,887	6,178,387	**5,906,649**
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	25.0	26.0	23.7	**25.8**

Significant Budget Changes and Highlights

- o Operates programs against drug dealers and money launderers.
- o Funds overtime for law enforcement activities.
- o Provides support for investigations and other law enforcement activities.
- o Provides support for gang reduction strategies.

Asset Forfeiture
Police Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **Asset Forfeiture Fund - Treasury**
Business Area Name : **Police Department**
Fund No./Bus Area No. : **2202 / 2203 / 2204 / 1000**

Name: Asset Forfeiture Funds -- 100001

Mission: To reduce criminal activity by suppressing possession, manufacture, and distribution of controlled substances, and to work cooperatively with other local, state, federal law enforcement agencies, District Attorney, and US Attorney's offices to ensure that seizures are made, processed, and awarded in a timely manner.

Goal: Conduct narcotic operations against drug dealers.
Supplement funding of overtime to respond to: Priority 1 Calls: Life threatening situations. Priority 2 Calls: In progress/property crimes.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Cash seizures	$16.2M	$17M	**$17M**
Priority 1 avg resp. time	4.9 min	3.5-5.5 min	**3.5-5.5 min**
Priority 2 avg resp. time	9.6 mins	8 - 12 mins	**8 - 12 mins**

Division Summary

Fund Name : Asset Forfeiture Fund - Treasury
Business Area Name : Police Department
Fund No./Bus Area No. : 2202 / 2203 / 2204 / 1000

Division Description	FY2010 Actual		FY2011 Estimate		FY2012 Budget	
	FTEs	Cost $	FTEs	Cost $	FTEs	Cost $
Asset Forfeiture Funds 100001						
Provide funding for the enhancement of law enforcement activities.	0.0	7,284,216	0.0	6,075,000	**0.0**	**7,200,000**

Division Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus Area No. : 2202 / 2203/ 2204 / 1000

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100001	Asset Forfeiture Funds						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
		0.0	7,284,216	0.0	6,075,000	**0.0**	**7,200,000**
	Grand Total						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Grand Total	0.0	7,284,216	0.0	6,075,000	**0.0**	**7,200,000**

Business Area Revenue Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus Area No. : 2202 / 2203/ 2204 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010053	**HPD - Narcotics**			
432010	Interest on Pooled Investments	142,898	37,398	**34,000**
1000010053	**HPD - Narcotics**			
435510	Confiscations	6,340,989	6,140,989	**5,872,649**
Total	**Police Department**	**6,483,887**	**6,178,387**	**5,906,649**

Business Area Expenditure Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus. Area No. : 2202 / 2203 / 2204 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	398	0	0	**0**
500060	Overtime - Civilian	8,501	0	0	**0**
500070	Overtime - Classified	2,468,726	2,615,000	2,401,000	**2,618,300**
500090	Premium Pay - Civilian	15	0	0	**0**
501070	Pension - Civilian	10,788	0	0	**0**
502010	FICA - Civilian	(6)	0	0	**0**
502020	FICA - Classified	(473)	0	0	**0**
Total	**Personnel Services**	2,487,949	2,615,000	2,401,000	**2,618,300**
511025	Electrical Hardware & Parts	300,000	14,000	14,000	**14,000**
511040	Audiovisual Supplies	17,917	21,300	18,000	**10,000**
511045	Computer Supplies	239,351	128,250	109,000	**169,000**
511055	Publications & Printed Materials	3,989	2,100	2,100	**2,100**
511090	Medical & Surgical Supplies	3,983	4,500	4,500	**5,000**
511100	Veterinary & Animal Supplies	8,032	7,500	7,500	**8,000**
511105	Trained Police Animals	7,000	8,000	8,000	**8,000**
511115	Vehicle Repair & Maintenance Supplies	250,008	228,272	351,000	**550,000**
511120	Clothing	402,198	443,728	390,000	**440,000**
511130	Weapons Munitions & Supplies	253,504	724,369	722,300	**725,000**
511145	Small Tools & Minor Equipment	5,688	9,000	9,000	**9,000**
511150	Miscellaneous Parts & Supplies	32,893	77,000	77,000	**128,000**
Total	**Supplies**	1,524,563	1,668,019	1,712,400	**2,068,100**
520100	Temporary Personnel Services	0	80,000	0	**0**
520105	Accounting & Auditing Services	0	7,000	7,000	**7,000**
520106	Architectural Services	2,550	0	0	**0**
520107	Computer Info/Contr	170,811	459,400	350,000	**500,000**
520114	Miscellaneous Support Services	12,384	14,000	14,000	**14,000**
520120	Communications Equipment Services	90,775	608,000	208,000	**310,000**
520123	Vehicle & Motor Equipment Services	50,464	50,000	0	**0**
520124	Other Equipment Services	0	32,112	51,000	**100,000**
520145	Criminal Intelligence Services	320,000	375,000	375,000	**475,000**
520805	Education & Training	2,175	10,000	10,000	**7,000**
520905	Travel - Training Related	5,713	15,400	10,000	**5,000**
520910	Travel - Non-Training Related	0	9,000	9,000	**5,000**
521610	Voice Services	65,000	65,000	65,000	**65,000**
521620	Voice Equipment	4,180	0	0	**0**
521705	Vehicle/Equipment Rental/Lease	347,201	335,888	317,000	**395,000**
522305	Freight Charges	1,396	600	400	**600**
522430	Miscellaneous Other Services & Charges	445,104	615,681	284,200	**335,000**
Total	**Other Services and Charges**	1,517,753	2,677,081	1,700,600	**2,218,600**
560210	Furniture Fixtures and Equipment	21,653	62,000	66,000	**100,000**
560230	Computer HW and Developed SW	141,988	8,000	0	**0**
560240	Communication Equipment	17,152	0	0	**0**
Total	**Equipment**	180,793	70,000	66,000	**100,000**
551010	Non-Capital Office Furniture & Equipment	37,895	0	0	**0**

Business Area Expenditure Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus. Area No. : 2202 / 2203/ 2204/ 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
551015	Non-Capital Computer Equipment	161,710	109,600	155,000	**155,000**
551020	Non-Capital Communication Equipment	0	5,000	5,000	**5,000**
551040	Non-Capital Other	74,312	29,700	35,000	**35,000**
551045	Non-Capital Vehicles/Rolling Stock	2,235	25,600	0	**0**
Total	**Non-Capital Equipment**	276,152	169,900	195,000	**195,000**
532120	Transfer to Fleet/Eq	1,297,006	0	0	**0**
Total	**Debt Service and Other Uses**	1,297,006	0	0	**0**
	Grand Total Expenditures	**7,284,216**	**7,200,000**	**6,075,000**	**7,200,000**

Fund Summary

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

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	293,589	293,589	**1,545,362**
Revenues	3,557,970	4,731,500	**6,470,745**
Expenditures	3,479,727	3,479,727	**7,353,142**
Revenues Over/(Under) Expenditures	78,243	1,251,773	**(882,397)**
Ending Fund Balance	371,832	1,545,362	**662,965**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	371,832	1,545,362	**662,965**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 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 the Senate Bill 226 of 45th Regular Session of the Texas Legislature. 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."

Business Area Budget Summary

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

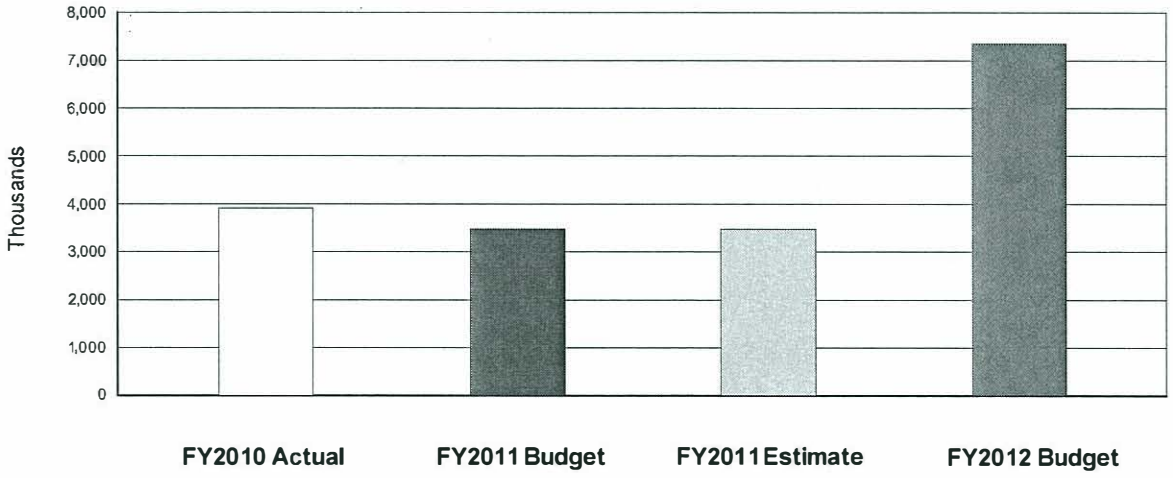
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,256,936	2,385,710	2,385,710	**2,857,561**
	Supplies	140,594	199,550	199,550	**217,550**
	Other Services and Charges	919,249	894,467	894,467	**1,232,431**
	Equipment	0	0	0	**856,000**
	Non-Capital Equipment	3,319	0	0	**0**
	Total M & O Expenditures	3,320,098	3,479,727	3,479,727	**5,163,542**
	Debt Service & Other Uses	592,820	0	0	**2,189,600**
	Total Expenditures	3,912,918	3,479,727	3,479,727	**7,353,142**
Revenues		3,589,136	3,557,970	4,731,500	**6,470,745**
Staffing	Full-Time Equivalents - Civilian	6.3	7.0	7.0	**8.0**
	Full-Time Equivalents - Classified	22.2	20.5	20.5	**23.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	28.5	27.5	27.5	**31.0**
	Full-Time Equivalents - Overtime	1.6	1.8	1.8	**1.8**

Significant Budget Changes and Highlights

o The FY2012 budget includes additional revenue projection of $1.1 million due to increased rates for auto dealers licenses and wrecker licenses and permits authorized by City Council in December 2010.

o Funding totalling $309,000 is provided for rent and shared services for Auto Dealers personnel that will be located in the Houston Permitting Center.

Auto Dealers Fund
Police Department
Expenditure Summary



Division Mission and Performance Measures

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

Name: Auto Dealers -- 100001

Mission: To provide for the regulation, supervision, control and licensing of all persons, firms or corporations engaged primarily or incidentally in the sale, barter, or exchange of motor vehicles, parts, or accessories within the corporate limits of the City, and to fix penalties for the violations thereof.

Goal: Issue licenses and regulate all automotive businesses and salesmen. Auction all unclaimed abandoned vehicles collected by the department. Regulate storage lots. License tow trucks and drivers.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Licenses issued	9,143	12,100	**12,100**
Vehicles auctioned	25,721	24,200	**24,200**
Notification letters	49,571	42,500	**42,500**
Storage lots regulated	115	200	**200**
Tow truck/ driver licenses	633/857	848/1,150	**848/1,150**

Division Summary

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

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Auto Dealers 100001						
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.	28.5	3,912,918	27.5	3,479,727	**31.0**	**7,353,142**

Division Summary

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

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100001	Auto Dealers						
	Civilian	6.3		7.0		**8.0**	
	Classified	22.2		20.5		**23.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	28.5	3,912,918	27.5	3,479,727	**31.0**	**7,353,142**
	Grand Total						
	Civilian	6.3		7.0		**8.0**	
	Classified	22.2		20.5		**23.0**	
	Cadets	0.0		0.0		**0.0**	
	Grand Total	28.5	3,912,918	27.5	3,479,727	**31.0**	**7,353,142**

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	FY2011 Current Budget FTE	FY2012 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	4.0	3.0	(1.0)
POLICE SERGEANT	PA06	5.0	5.0	
SENIOR ACCOUNT CLERK	13	0.0	1.0	1.0
SENIOR POLICE OFFICER	PA04	13.0	14.0	1.0
Total FTEs		**30.0**	**31.0**	**1.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Less adjustment for Classified Vacancy Factor		**2.5**	**0.0**	**(2.5)**
Full-Time Equivalents		**27.5**	**31.0**	**3.5**

Business Area Revenue Summary

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

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010072	**HPD - Auto Dealers**			
421161	Auto Dealers Licenses	800,000	1,250,000	**2,315,840**
421240	Wrecker Licenses & Permits	638,000	643,000	**804,135**
421630	Administrative Fee - Licenses & Permits	0	52,500	**126,000**
426220	Vehicle Storage Notification	310,000	297,000	**310,000**
426230	Vehicle Auction Fees	293,170	298,000	**293,170**
428080	Returned Check Charges	2,000	1,500	**2,000**
432010	Interest on Pooled Investments	20,000	13,500	**30,000**
434220	Sale of Impounded Vehicles	400,000	630,000	**400,000**
452030	Miscellaneous Revenue	1,094,800	1,546,000	**2,189,600**
Total	**HPD - Auto Dealers**	**3,557,970**	**4,731,500**	**6,470,745**
Total	**Police Department**	**3,557,970**	**4,731,500**	**6,470,745**

Business Area Expenditure Summary

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

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	110,752	188,343	188,343	**211,096**
500020	Salary Base Pay - Classified	1,334,603	1,162,510	1,162,510	**1,467,913**
500050	Sal-Edu/Incen-Classfd	57,786	51,000	51,000	**51,000**
500060	Overtime - Civilian	6,834	10,000	10,000	**10,000**
500070	Overtime - Classified	148,286	160,000	160,000	**160,000**
500110	Bilingual Pay - Civilian	4,282	3,700	3,700	**4,300**
500120	Bilingual Pay - Classified	7,394	3,600	3,600	**7,400**
500130	Equipment Allowance-Classified	45,444	42,000	42,000	**42,000**
500150	Shift Differential Pay-Classified	0	600	600	**600**
500160	Training Incent.-Classified	105,907	156,000	156,000	**156,000**
500190	Temporary Higher Class Pay	554	1,500	1,500	**1,500**
501020	Clothing Allowance - Classified	16,800	16,800	16,800	**16,800**
501070	Pension - Civilian	24,343	27,310	27,310	**37,997**
501090	Pension - Police	101,503	200,000	200,000	**305,070**
501120	Termination Pay - Civilian	7,651	500	500	**500**
501130	Termination Pay - Classified	0	5,000	5,000	**5,000**
501140	Third Party Disability B-Classified	11,856	13,000	13,000	**13,000**
502010	FICA - Civilian	13,135	15,458	15,458	**17,243**
502020	FICA - Classified	14,236	13,102	13,102	**13,238**
503010	Health Ins-Act Civilian	33,658	39,774	39,774	**48,613**
503015	Basic Life Insurance - Active Civilian	92	111	111	**124**
503020	Health Ins.Act-Classified	167,913	195,108	195,108	**207,885**
503025	Basic Life Insurance - Active Classified	882	859	859	**862**
503040	Health/Life Ins.Ret-Classified	24,440	23,000	23,000	**23,000**
503050	Health/Life Insurance - Retiree Civilian	12,751	5,000	5,000	**5,000**
503060	Long Term Disability-Civilian	526	595	595	**680**
503080	Workers Compensation-Classified-Admin	4,102	4,830	4,830	**4,600**
503090	Workers Compensation-Civilian-Admin	1,111	1,470	1,470	**1,600**
503100	Workers Compensation-Civilian-Claim	0	31,576	31,576	**31,576**
503110	Workers Compensation-Classified-Claim	95	9,924	9,924	**9,924**
504020	Compensation Contingency	0	2,795	2,795	**2,795**
504030	Unemployment Claims - Administration	0	245	245	**245**
Total	**Personnel Services**	**2,256,936**	**2,385,710**	**2,385,710**	**2,857,561**
511045	Computer Supplies	32,928	16,700	16,700	**16,700**
511050	Paper & Printing Supplies	1,980	0	0	**0**
511060	Postage	100,000	160,000	160,000	**160,000**
511070	Miscellaneous Office Supplies	5,686	19,000	19,000	**20,000**
511115	Vehicle Repair & Maintenance Supplies	0	0	0	**17,000**
511145	Small Tools & Minor Equipment	0	1,000	1,000	**1,000**
511150	Miscellaneous Parts & Supplies	0	2,850	2,850	**2,850**
Total	**Supplies**	**140,594**	**199,550**	**199,550**	**217,550**
520100	Temporary Personnel Services	0	0	0	**7,000**
520105	Accounting & Auditing Services	37,500	0	0	**0**
520108	Information Resource Services	1,134	0	0	**0**
520114	Miscellaneous Support Services	1,150	2,300	2,300	**2,300**
520115	Real Estate Lease/Office Rental	0	0	0	**55,637**
520119	Computer Equipment/Software Maintenance	2,435	0	0	**0**
520121	IT Application Svcs	0	1,800	1,800	**1,800**
520123	Vehicle & Motor Equipment Services	65	0	0	**0**
520520	Printing & Reproduction Services	3,121	0	0	**0**
520605	Advertising Services	23,797	30,000	30,000	**30,000**
520705	Insurance Fees	1,011	0	0	**0**

Business Area Expenditure Summary

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

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520905	Travel - Training Related	0	5,000	5,000	**5,000**
520910	Travel - Non-Training Related	0	1,000	1,000	**1,000**
521305	Indirect Cost Recovery Payment	666,294	673,465	673,465	**684,231**
521605	Data Services	0	1,000	1,000	**1,000**
521610	Voice Services	32	2,000	2,000	**6,000**
521705	Vehicle/Equipment Rental/Lease	167,829	151,200	151,200	**156,100**
521715	Office Equipment Rental	9,900	25,000	25,000	**25,000**
522205	Metro Commuter Passes	1,995	702	702	**3,000**
522430	Miscellaneous Other Services & Charges	2,986	1,000	1,000	**1,000**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**253,363**
Total	**Other Services and Charges**	**919,249**	**894,467**	**894,467**	**1,232,431**
560220	Vehicles	0	0	0	**690,000**
560230	Computer HW and Developed SW	0	0	0	**166,000**
Total	**Equipment**	**0**	**0**	**0**	**856,000**
551015	Non-Capital Computer Equipment	3,319	0	0	**0**
Total	**Non-Capital Equipment**	**3,319**	**0**	**0**	**0**
532005	Transfers to General Fund	592,820	0	0	**2,189,600**
Total	**Debt Service and Other Uses**	**592,820**	**0**	**0**	**2,189,600**
	Grand Total Expenditures	**3,912,918**	**3,479,727**	**3,479,727**	**7,353,142**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 2209 / 1000

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	23,975	23,975	**0**
Revenues	3,380,000	3,082,000	**3,082,000**
Expenditures	3,105,975	3,105,975	**3,082,000**
Revenues Over/(Under) Expenditures	274,025	(23,975)	**0**
Ending Fund Balance	298,000	0	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	298,000	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Child Safety Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In 1991, the Texas legislature required each municipality with a population greater than 850,000 to create a Child Safety Fund. The purpose of this fund is to provide funding for public, parochial, and private school crossing guard programs inside the City. Revenues to the fund come from an assessment of a Municipal Court fee of $5.00 on each parking violation, a $1.50 fee for each vehicle registration authorized by Harris County, and up to $25 court costs assessed when an offense occurs within a school crossing zone or a parent contributes to school non-attendance.

Adopted in 1991, City Ordinance No. 91-939 stipulates that the first priority for the Child Safety Fund expenditures should be for elementary school crossing guards. Funding is apportioned based on each school district's percentage of the total number of school crossings with paid guards within the City. The ordinance also states that if excess funds are available, funding for secondary school crossing guard services is apportioned in the same manner.

The legislation creating the fund also provides that if a surplus exists after the payment of all covered contract expenses, the excess can be used to pay for programs designed to enhance child safety, health, or nutrition.

Business Area Budget Summary

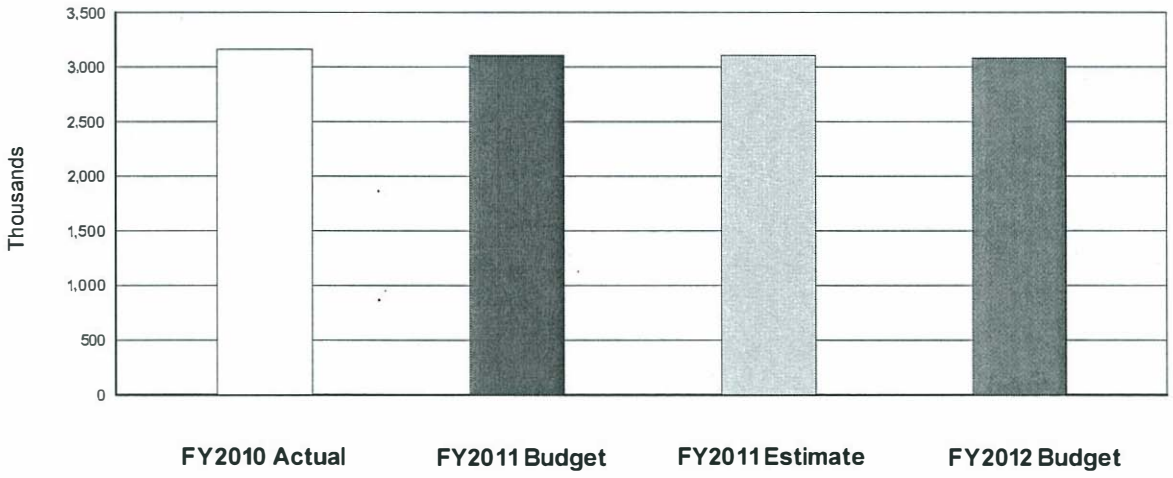
Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 2209 / 1000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Supplies	3,000	3,000	3,000	**3,000**
	Other Services and Charges	3,162,040	3,102,975	3,102,975	**3,079,000**
	Total M & O Expenditures	3,165,040	3,105,975	3,105,975	**3,082,000**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	3,165,040	3,105,975	3,105,975	**3,082,000**
Revenues		3,227,859	3,380,000	3,082,000	**3,082,000**
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 Continue maintaining crossing guards in accordance with City Ordinance No. 91-939, which established crossing guard services for elementary schools as priority followed by services for secondary schools.

Child Safety Fund
Police Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2209 / 1000

Name: HPD - Office of Budget and Finance -- 100001

Mission: To abide and provide services set forth in section 106.003(b) of the Texas Local Government Code and the City of Houston Code of Ordinance Section 16-8 - Child Safety Fund.

Goal: To fund schools/school districts for their Crossing Guard Progam.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
School Crossing Guards	744	746	**746**
Number of participating schools/school districts	10	12	**12**

Division Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2209 / 1000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HPD - Office of Budget and Finance 100001						
Revenues derived from the $5.00 court fee assessed on each parking violation, the $1.50 fee for each vehicle registration authorized by Harris County, and up to $25 court costs assessed when offenses occur in a school zone or a parent contributing to non-attendance.	0.0	3,165,040	0.0	3,105,975	**0.0**	**3,082,000**

Division Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2209 / 1000

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100001	HPD - Office of Budget and Finance						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	0.0	3,165,040	0.0	3,105,975	**0.0**	**3,082,000**
	Grand Total						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Grand Total	0.0	3,165,040	0.0	3,105,975	**0.0**	**3,082,000**

Business Area Revenue Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2209 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010002	**HPD - Budget & Finance**			
428090	Miscellaneous Fines & Forfeitures	900,000	732,000	**732,000**
432010	Interest on Pooled Investments	80,000	50,000	**50,000**
452030	Miscellaneous Revenue	2,400,000	2,300,000	**2,300,000**
Total	**HPD - Budget & Finance**	**3,380,000**	**3,082,000**	**3,082,000**
Total	**Police Department**	**3,380,000**	**3,082,000**	**3,082,000**

Business Area Expenditure Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 2209 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
511060	Postage	2,500	2,500	2,500	**2,500**
511070	Miscellaneous Office Supplies	500	500	500	**500**
Total	**Supplies**	**3,000**	**3,000**	**3,000**	**3,000**
520114	Miscellaneous Support Services	3,161,524	3,100,975	3,100,975	**3,077,000**
520605	Advertising Services	516	2,000	2,000	**2,000**
Total	**Other Services and Charges**	**3,162,040**	**3,102,975**	**3,102,975**	**3,079,000**
	Grand Total Expenditures	**3,165,040**	**3,105,975**	**3,105,975**	**3,082,000**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : **Digital Automated Red Light Enforcement Program**
Business Area Name : **Police Department**
Fund No./Bus. Area No. : **2212 / 1000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	1,908,609	1,908,609	**609**
Revenues	16,237,500	6,189,515	**449,179**
Expenditures	8,097,515	8,097,515	**218,948**
Revenues Over/(Under) Expenditures	8,139,985	(1,908,000)	**230,231**
Ending Fund Balance	10,048,594	609	**230,840**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	10,048,594	609	**230,840**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The Digital Automated Red Light Enforcement Program (DARLEP) Fund was created to properly account for funds according to Senate Bill 1119, which requires the City to share, with the State of Texas, 50/50 the net proceeds collected from violations captured by the red light cameras installed throughout the City occurring on or after September 1, 2007.

On November 3, 2010 voters said "No" to Proposition 3, an Amendment to the City Charter Relating to the Use of Photographic Traffic Signal Enforcement Systems: "Shall the City of Houston continue to use red light cameras to enforce state or local laws relating to traffic safety?" As a result, on November 15, 2010, the City ceased issuing violations from the use of the Photographic Traffic Signal Enforcement System.

The Houston Police Department is committed to supporting the collection efforts to reduce oustanding debt of approximately $26.5 million in unpaid Red Light violations.

Business Area Budget Summary

Fund Name : Digital Automated Red Light Enforcement
Business Area Name : Police Department
Fund No./Bus. Area No. : 2212 / 1000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	7,531,532	2,662,896	2,490,814	**0**
	Supplies	82,784	38,323	43,323	**500**
	Other Services and Charges	9,228,878	5,133,185	5,300,267	**218,448**
	Equipment	2,196,730	113,111	113,111	**0**
	Non-Capital Equipment	595,771	0	0	**0**
	Total M & O Expenditures	19,635,695	7,947,515	7,947,515	**218,948**
	Debt Service & Other Uses	1,046,681	150,000	150,000	**0**
	Total Expenditures	20,682,376	8,097,515	8,097,515	**218,948**
Revenues		16,010,555	16,237,500	6,189,515	**449,179**
Staffing	Full-Time Equivalents - Civilian	15.0	23.0	23.0	**0.0**
	Full-Time Equivalents - Classified	5.0	79.2	25.9	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	20.0	102.2	48.9	**0.0**
	Full-Time Equivalents - Overtime	6.1	9.2	1.9	**0.0**

Significant Budget Changes and Highlights

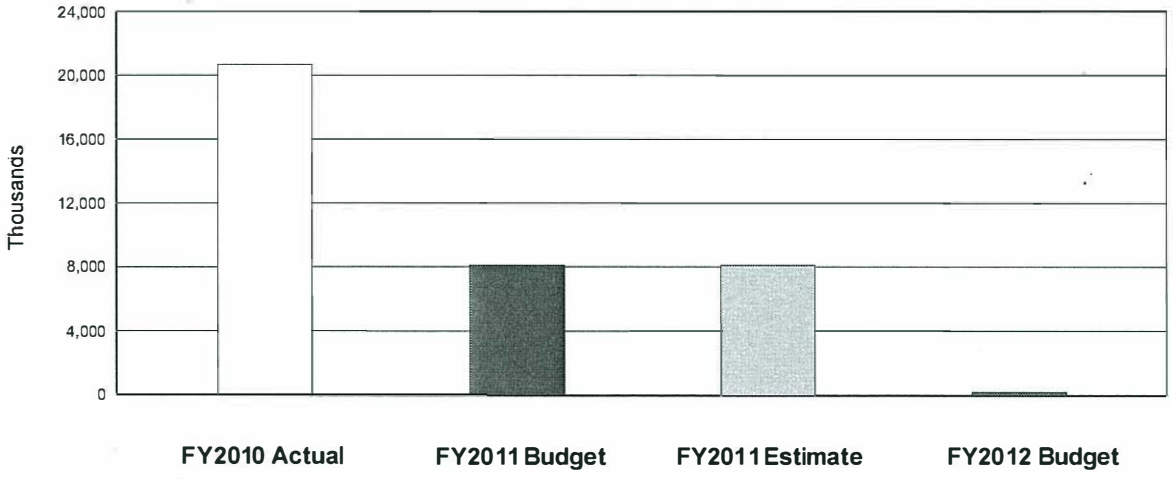
o To support collection efforts of delinquent accounts receivables.

o To ensure systems are in place to provide current and accurate financial information.

o To ensure timely payment of the State's share of revenues collected.

o The decrease of 102.2 FTEs in FY2012 is a result of the fund's phase-out plan due to failure of Proposition 3 .

Digital Automated Red Light Enforcement
Police Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **Digital Automated Red Light Enforcement Program**
Business Area Name : **Police Department**
Fund No./Bus Area No. : **2212 / 1000**

Name: Chiefs Command -- 100001

Mission: The Digital Automated Red Light Camera Enforcement Program ceased operations on November 15, 2010.

Goal: To phase out the City's Digital Automated Red Light Camera Enforcement Safety Program (DARLEP).

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Camera sites	70	70	**0**
Violations	250,700	90,036	**0**

Division Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Police Department
Fund No./Bus Area No. : 2212 / 1000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Chiefs Command 100001						
The City's Digital Automated Red Light Camera Enforcement Safety Program (DARLEP) formally used state-of-the-art digital camera and detection systems which was activated at 70 intersections.	20.0	20,682,376	48.9	8,097,515	**0.0**	**218,948**

Division Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Police Department
Fund No./Bus Area No. : 2212 / 1000

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100001	Chiefs Command						
	Civilian	15.0		23.0		0.0	
	Classified	5.0		25.9		0.0	
	Cadets	0.0		0.0		0.0	
	Total	20.0	20,682,376	48.9	8,097,515	0.0	218,948
	Grand Total						
	Civilian	15.0		23.0		0.0	
	Classified	5.0		25.9		0.0	
	Cadets	0.0		0.0		0.0	
	Grand Total	20.0	20,682,376	48.9	8,097,515	0.0	218,948

Business Area Roster Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Police Department
Fund No./Bus Area No. : 2212 / 1000

Joib Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE COORDINATOR	24	6.0	0.0	(6.0)
EVIDENCE TECHNICIAN	11	14.0	0.0	(14.0)
FINANCIAL ANALYST III	21	1.0	0.0	(1.0)
POLICE SERGEANT	PA06	1.0	0.0	(1.0)
SENIOR POLICE OFFICER	PA04	5.0	0.0	(5.0)
STAFF ANALYST	26	1.0	0.0	(1.0)
WORD PROCESSOR	10	1.0	0.0	(1.0)
Total FTEs		**29.0**	**0.0**	**(29.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Less adjustment for Classified Vacancy Factor		**0.0**	**0.0**	**0.0**
Plus allowance for Traffic Enforcement & Related Cost Transferred from the General Fund		**73.2**	**0.0**	**(73.2)**
Full-Time Equivalents		**102.2**	**0.0**	**(102.2)**

Business Area Revenue Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Police Department
Fund No./Bus Area No. : 2212 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010077	HPD - Red Light Enforcement			
428095	Red Light Enforcement	16,000,000	6,125,515	**440,700**
432010	Interest on Pooled Investments	237,500	64,000	**8,479**
Total	HPD - Red Light Enforcement	**16,237,500**	**6,189,515**	**449,179**
Total	Police Department	**16,237,500**	**6,189,515**	**449,179**

Business Area Expenditure Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Police Department
Fund No./Bus. Area No. : 2212 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	389,531	401,667	401,667	0
500020	Salary Base Pay - Classified	5,970,594	1,719,963	1,532,596	0
500030	Salary Part Time - Civilian	201,880	120,000	120,000	0
500060	Overtime - Civilian	14,621	1,250	1,493	0
500070	Overtime - Classified	578,099	188,983	185,892	0
500090	Premium Pay - Civilian	17,409	10,117	10,117	0
500110	Bilingual Pay - Civilian	1,696	1,350	2,604	0
500130	Equipment Allowance-Classified	10,038	1,050	1,050	0
500160	Training Incent.-Classified	41,571	4,300	4,300	0
500190	Temporary Higher Class Pay	65	0	0	0
501070	Pension - Civilian	62,605	48,427	48,427	0
501090	Pension - Police	72,093	23,990	23,990	0
501100	Phase Down Classified	8,633	0	8,263	0
501110	Strategic Staffing-Classified	740	0	0	0
501120	Termination Pay - Civilian	0	0	4,507	0
501140	Third Party Disability B-Classified	2,640	1,378	1,378	0
502010	FICA - Civilian	46,169	46,590	46,590	0
502020	FICA - Classified	2,464	678	678	0
503010	Health Ins-Act Civilian	61,583	71,255	71,255	0
503015	Basic Life Insurance - Active Civilian	184	210	210	0
503020	Health Ins.Act-Classified	43,913	16,448	16,448	0
503025	Basic Life Insurance - Active Classified	183	66	66	0
503040	Health/Life Ins.Ret-Classified	0	0	1,177	0
503060	Long Term Disability-Civilian	1,012	861	861	0
503080	Workers Compensation-Classified-Admin	889	376	376	0
503090	Workers Compensation-Civilian-Admin	2,920	3,342	3,342	0
504030	Unemployment Claims - Administration	0	595	3,527	0
Total	**Personnel Services**	**7,531,532**	**2,662,896**	**2,490,814**	0
511025	Electrical Hardware & Parts	0	2,500	2,500	0
511040	Audiovisual Supplies	571	10,450	10,450	0
511045	Computer Supplies	55,476	10,000	10,000	0
511050	Paper & Printing Supplies	0	2,500	2,500	0
511055	Publications & Printed Materials	5,880	0	5,000	0
511070	Miscellaneous Office Supplies	0	6,000	6,000	500
511105	Trained Police Animals	14,000	0	0	0
511115	Vehicle Repair & Maintenance Supplies	5,226	5,400	5,400	0
511150	Miscelianeous Parts & Supplies	780	1,473	1,473	0
511160	Protective Gear	851	0	0	0
Total	**Supplies**	**82,784**	**38,323**	**43,323**	500
520100	Temporary Personnel Services	0	750	3,598	0
520110	Management Consulting Services	27,297	0	0	0
520113	Photographic Services	2,742,483	1,889,109	1,889,109	0
520114	Miscellaneous Support Services	15,200	5,500	158,000	0
520123	Vehicle & Motor Equipment Services	26,500	0	0	0
520136	Billing & Collection Services	788,335	722,446	722,446	101,400
520605	Advertising Services	69,959	0	0	0
520725	Assessments - Other Governments	5,328,978	2,251,744	2,251,744	117,048
520805	Education & Training	10,436	0	0	0
520905	Travel - Training Related	(1,374)	0	0	0
520910	Travel - Non-Training Related	10,556	0	10,000	0
521610	Voice Services	1,829	699	2,133	0
522205	Metro Commuter Passes	682	0	300	0

Business Area Expenditure Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Police Department
Fund No./Bus. Area No. : 2212 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
522430	Miscellaneous Other Services & Charges	1,460	1,500	1,500	0
522760	Interfund Billing & Collection Service	206,537	261,437	261,437	0
Total	**Other Services and Charges**	**9,228,878**	**5,133,185**	**5,300,267**	**218,448**
560120	Capital Exp-Building and Bldg Improvement	16,950	0	0	0
560210	Furniture Fixtures and Equipment	48,030	113,111	113,111	0
560220	Vehicles	2,045,482	0	0	0
560230	Computer HW and Developed SW	86,268	0	0	0
Total	**Equipment**	**2,196,730**	**113,111**	**113,111**	**0**
551015	Non-Capital Computer Equipment	8,715	0	0	0
551020	Non-Capital Communication Equipment	272,456	0	0	0
551040	Non-Capital Other	314,600	0	0	0
Total	**Non-Capital Equipment**	**595,771**	**0**	**0**	**0**
521930	Contingency/Reserve	187,846	0	0	0
532005	Transfers to General Fund	258,835	0	150,000	0
532035	Transf-Spec Nonrecr	600,000	150,000	0	0
Total	**Debt Service and Other Uses**	**1,046,681**	**150,000**	**150,000**	**0**
	Grand Total Expenditures	**20,682,376**	**8,097,515**	**8,097,515**	**218,948**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus. Area No. : 2201 / 1000

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	8,195,447	8,195,447	**4,587,244**
Revenues	24,981,913	25,479,589	**25,323,657**
Expenditures	30,430,155	29,087,792	**28,723,868**
Revenues Over/(Under) Expenditures	(5,448,242)	(3,608,203)	**(3,400,211)**
Ending Fund Balance	2,747,205	4,587,244	**1,187,033**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	2,747,205	4,587,244	**1,187,033**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Police Special Services Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Police Special Services Fund was created to properly account for monies received by the Houston Police Department (HPD) that are not covered by other funds. These funds include monies received from other agencies or organizations to reimburse HPD for cost of supplies, services, as sub-grantee for monies restricted to a specific law enforcement purpose, funds dedicated to a specific purpose.

Examples of reimbursable services include HPD participation in joint police operations; security and traffic control for such activities as fun runs and parades; traffic management at airports; staffing for training facilities when used by other agencies; and contracted services as with the Immigration Customs Enforcement. Examples of restricted funds include certain court awards and state training funds. An example of a donation is a contribution from an organization or citizen for the purchase of police equipment or vehicles.

Business Area Budget Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus. Area No. : 2201 / 1000

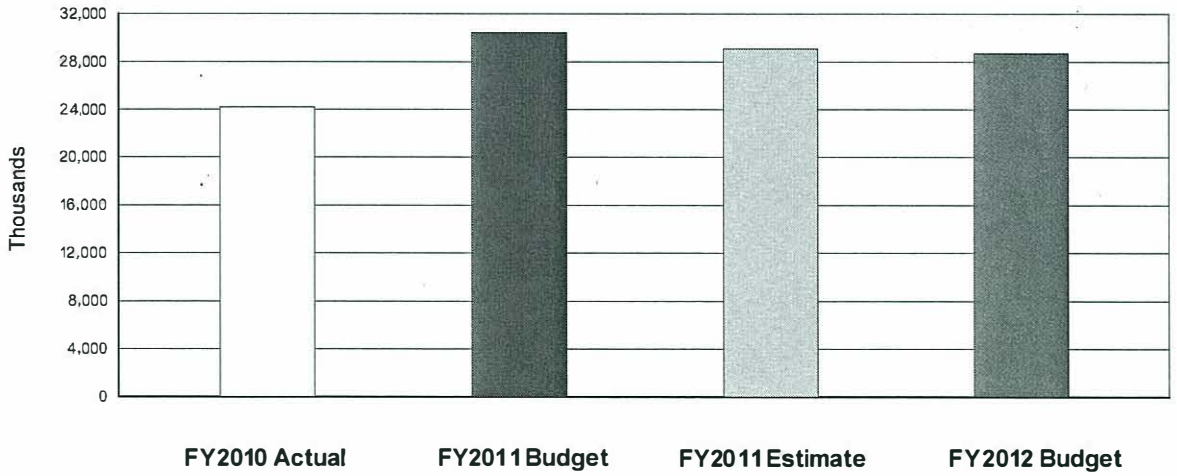
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	16,368,588	20,509,302	19,399,945	**23,336,585**
	Supplies	2,685,253	4,168,413	4,199,327	**2,812,120**
	Other Services and Charges	4,900,263	5,475,740	5,374,253	**2,475,163**
	Equipment	196,782	265,165	94,559	**0**
	Non-Capital Equipment	32,934	11,535	19,708	**100,000**
	Total M & O Expenditures	24,183,820	30,430,155	29,087,792	**28,723,868**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	24,183,820	30,430,155	29,087,792	**28,723,868**
Revenues		23,256,548	24,981,913	25,479,589	**25,323,657**
Staffing	Full-Time Equivalents - Civilian	8.1	18.2	3.7	**3.0**
	Full-Time Equivalents - Classified	77.5	182.1	180.1	**220.4**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	85.6	200.3	183.8	**223.4**
	Full-Time Equivalents - Overtime	109.3	90.2	80.6	**111.9**

Significant Budget Changes and Highlights

The budget continues FY2011 service levels in addition to:

- o Enhancing the safety of law enforcement personnel with the purchase of vests.
- o Accounting for the Safe Clear Program at HPD which will be terminated.
- o Metro funding that will be utilized to offset General Fund salary costs.
- o $700,000 in additional donations/grant funds to offset contingency expenditure already budgeted.

Police Special Services
Police Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

Name: Police Fleet Services -- 100001

Mission: Maintain optimal fleet for public safety.

Goal: Perform warranty repairs on HPD vehicles and fleet maintenance for other departments. This program will be moved to the newly formed Fleet Department in FY2012.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Other departments serviced	12	14	**N/A**

Name: Police Services -- 100002

Mission: To provide security for public safety at special events.

Goal: Provide security at parades, fun runs, and other events. Provide supervision during the use of HPD facilities. Provide officers to other agencies for activities. Capture accounting data associated with activities. Provide assurance to entities on use of funds.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Events	80	80	**80**
Outside Groups	16	17	**17**

Name: Police Training Services -- 100003

Mission: To provide high level law enforcement officer education.

Goal: Provide equipment and training for Police personnel.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Classroom hours to train 7,000+ employees	10,000	10,000	**10,000**

Division Mission and Performance Measures

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

Name: Police Mobility Services -- 100004

Mission: To continue training for air support safety.

Goal: Provide funds for training and travel for the Air Support Division.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Helicopters added	1	N/A	**N/A**
Personnel for Air Support Division	0	N/A	**N/A**
Air Support Division training classes	N/A	N/A	**8**

Name: Safe Clear -- 100005

Mission: To keep traffic moving for public safety.

Goal: To reduce the impact of freeway incidents on the regional transportation system. This program will be managed by the Houston Police Department General Fund in FY2012.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Roadside services	180	41	**N/A**
Free tows	41,600	64,449	**N/A**

Division Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Police Fleet Services 100001						
Fleet maintenance and warranty work on vehicles in-house and of other departments.	3.2	3,215,014	3.7	2,844,889	**0.0**	**2,171,000**
Police Services 100002						
Provide services to outside entities, organizations, and other law enforcement activities. These services include providing security at fun runs and parades plus cover assignments for other agencies.	6.2	15,055,559	0.0	20,594,903	**223.4**	**25,851,529**
Police Training Services 100003						
Law Enforcement Officers Standards in Education (LEOSE). Disburse restricted funds for law enforcement training.	0.0	119,411	0.0	359,769	**0.0**	**443,236**
Police Mobility Services 100004						
Metered Parking, Street Closure Permits, Truck Zone Permits, Traffic Control Permits, and Boot Fees.	0.0	848,197	0.0	900,000	**0.0**	**158,103**
Safe Clear 100005						
The use of real time cameras affixed to "roving" aircraft (helicopter and fixed wing) will allow rapid detection of incidents and allow tow operators to quickly respond to inoperable vehicles on freeways.	76.2	4,945,639	180.1	4,388,231	**0.0**	**100,000**

Division Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100001	Police Fleet Services						
	Civilian	2.8		3.7		**0.0**	
	Classified	0.4		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	3.2	3,215,014	3.7	2,844,889	**0.0**	**2,171,000**
100002	Police Services						
	Civilian	4.5		0.0		**3.0**	
	Classified	1.7		0.0		**220.4**	
	Cadets	0.0		0.0		**0.0**	
	Total	6.2	15,055,559	0.0	20,594,903	**223.4**	**25,851,529**
100003	Police Training Services						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	0.0	119,411	0.0	359,769	**0.0**	**443,236**
100004	Police Mobility Services						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	0.0	848,197	0.0	900,000	**0.0**	**158,103**
100005	Safe Clear						
	Civilian	0.8		0.0		**0.0**	
	Classified	75.4		180.1		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	76.2	4,945,639	180.1	4,388,231	**0.0**	**100,000**
	Grand Total						
	Civilian	8.1		3.7		**3.0**	
	Classified	77.5		180.1		**220.4**	
	Cadets	0.0		0.0		**0.0**	
	Grand Total	85.6	24,183,820	183.8	29,087,792	**223.4**	**28,723,868**

Business Area Roster Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNT CLERK	10	1.0	0.0	(1.0)
ADMINISTRATION MANAGER	26	2.0	0.0	(2.0)
AIRCRAFT GROUND CREWPERSON	5	6.0	0.0	(6.0)
AIRCRAFT MECHANIC	18	1.0	0.0	(1.0)
CUSTOMER SERVICE CLERK	10	1.0	0.0	(1.0)
FINANCIAL ANALYST III	21	2.0	2.0	
FINANCIAL ANALYST IV	25	1.0	0.0	(1.0)
INVENTORY MANAGEMENT CLERK	9	1.0	0.0	(1.0)
POLICE OFFICER	PA03	1.0	0.0	(1.0)
POLICE SERGEANT	PA06	3.0	0.0	(3.0)
SENIOR ACCOUNT CLERK	13	2.0	1.0	(1.0)
SENIOR AIRCRAFT MECHANIC	21	1.0	0.0	(1.0)
SENIOR INVENTORY MANAGEMENT CLERK	12	1.0	0.0	(1.0)
SENIOR OFFICE ASSISTANT	12	1.0	0.0	(1.0)
SENIOR POLICE OFFICER	PA04	10.0	0.0	(10.0)
Total FTEs		**34.0**	**3.0**	**(31.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Less adjustment for Classified Vacancy Factor		**1.8**	**0.0**	**(1.8)**
Plus allowance for Burglar Alarm Response & Related Cost Transferred from the General Fund		**66.8**	**73.6**	**6.8**
Plus allowance for Burglar Alarm Other & Related Cost Paid Through Police Special Services Fund		**37.9**	**55.8**	**17.9**
Plus allowance for RMS Salary Recovery & Related Cost Paid Through Police Special Services Fund		**63.4**	**37.2**	**(26.2)**
Plus allowance for Traffic Enforcement & Related Cost Paid Through METRO		**0.0**	**53.8**	**53.8**
Full-Time Equivalents		**200.3**	**223.4**	**23.1**

Business Area Revenue Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010002	**HPD - Budget & Finance**			
426430	Facility Rental Fees	12,000	0	**0**
432010	Interest on Pooled Investments	200,000	200,000	**200,000**
434225	Sale of Non-Capital Equip. & Merchandise	0	60,000	**0**
452030	Miscellaneous Revenue	25,000	25,000	**25,000**
Total	**HPD - Budget & Finance**	**237,000**	**285,000**	**225,000**
1000010004	**HPD - Public Affairs**			
431020	Contributions from Others	0	5,500	**5,000**
1000010016	**HPD - Training Academy**			
426260	Police Services	11,000	12,000	**12,000**
1000010017	**HPD - Cadets**			
422110	Criminal Justice Division Grant Awards	343,236	387,631	**387,631**
1000010019	**HPD - Field Operations Command**			
421350	Site Inspection Fees	0	0	**20,000**
426370	Training Services	1,000	0	**0**
434510	Prior Year Revenue	0	(7,431)	**0**
490010	Transfer from General Fund	5,625,200	5,625,200	**5,625,200**
Total	**HPD - Field Operations Command**	**5,626,200**	**5,617,769**	**5,645,200**
1000010022	**HPD - IAH Airport Patrol**			
424060	Interfund Airport Police Services	300,000	300,000	**300,000**
1000010023	**HPD - HOU Airport Patrol**			
424060	Interfund Airport Police Services	200,000	200,000	**200,000**
1000010027	**HPD - North Patrol**			
426260	Police Services	232,000	275,000	**275,000**
1000010036	**HPD - Southwest Patrol**			
431020	Contributions from Others	0	2,000	**0**
1000010043	**HPD - Robbery**			
426260	Police Services	51,917	50,367	**52,955**
1000010044	**HPD - Auto Theft**			
426260	Police Services	34,400	23,000	**35,400**
1000010046	**HPD - Burglary & Theft**			
426260	Police Services	63,807	63,807	**64,405**
434505	Prior Year Expenditure Recovery	0	155,339	**0**
452020	Recoveries & Refunds	3,500	0	**0**
Total	**HPD - Burglary & Theft**	**67,307**	**219,146**	**64,405**
1000010047	**HPD - Juvenile**			
426260	Police Services	50,000	40,000	**50,000**
1000010049	**HPD - Major Offenders**			
426260	Police Services	250,000	250,000	**320,000**
452020	Recoveries & Refunds	0	4,266	**0**
Total	**HPD - Major Offenders**	**250,000**	**254,266**	**320,000**
1000010051	**HPD - Vice**			
426260	Police Services	33,600	32,000	**32,960**
434510	Prior Year Revenue	0	29,147	**0**
435510	Confiscations	60,000	100,000	**100,000**
Total	**HPD - Vice**	**93,600**	**161,147**	**132,960**
1000010052	**HPD - Criminal Intelligence**			
426260	Police Services	183,207	142,393	**198,881**
1000010053	**HPD - Narcotics**			
426260	Police Services	250,000	250,000	**300,000**
431020	Contributions from Others	0	5,000	**0**
Total	**HPD - Narcotics**	**250,000**	**255,000**	**300,000**
1000010054	**HPD - Gangs**			
426260	Police Services	200,000	185,918	**200,000**
1000010056	**HPD - Crime Lab**			

Business Area Revenue Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
427200	Unclaimed Fines & Forfeitures	5,000	0	**0**
1000010057	**HPD - Technology Services**			
424020	Interfund Engineering Services	2,740,000	2,740,000	**2,740,000**
1000010058	**HPD - Information Svcs**			
452020	Recoveries & Refunds	0	12,220	**0**
1000010062	**HPD - Fleet Management**			
452020	Recoveries & Refunds	450,000	450,000	**0**
457040	Interfund Fleet Maintenance	250,000	250,000	**0**
Total	**HPD - Fleet Management**	**700,000**	**700,000**	**0**
1000010069	**HPD - Special Operations**			
426260	Police Services	333,542	392,228	**400,073**
431020	Contributions from Others	0	500	**0**
Total	**HPD - Special Operations**	**333,542**	**392,728**	**400,073**
1000010070	**HPD - Tactical Operation**			
426260	Police Services	24,000	24,000	**73,000**
1000010071	**HPD -Traffic**			
428090	Miscellaneous Fines & Forfeitures	5,000	0	**0**
490020	Transfer from Special Revenue Fund	0	0	**2,889,352**
Total	**HPD -Traffic**	**5,000**	**0**	**2,889,352**
1000010074	**HPD - Fleet Vehicle Recovery**			
452020	Recoveries & Refunds	1,700,000	1,700,000	**1,921,000**
1000010075	**HPD - Mobility Initiative**			
421310	Mobility Permits	118,000	118,000	**148,000**
426290	Other Service Charges	10,000	10,000	**10,000**
427230	Boot Fees	27,400	27,400	**27,400**
427240	Administrative Boot Fees	27,400	27,400	**27,400**
490140	Transfer from Parking Management	183,000	183,000	**183,000**
Total	**HPD - Mobility Initiative**	**365,800**	**365,800**	**395,800**
1000010076	**HPD - Safe Clear**			
422150	Intergovernmental Revenue - Metro	2,889,352	2,889,352	**0**
490010	Transfer from General Fund	389,352	389,352	**0**
Total	**HPD - Safe Clear**	**3,278,704**	**3,278,704**	**0**
1000010078	**HPD - Special Events**			
431020	Contributions from Others	700,000	50,000	**700,000**
1000010091	**HPD - Alarm Ordinance**			
421170	Burglar Alarm Permits	6,000,000	6,000,000	**6,000,000**
428050	False Alarm Penalties	1,000,000	1,800,000	**1,800,000**
Total	**HPD - Alarm Ordinance**	**7,000,000**	**7,800,000**	**7,800,000**
Total	**Police Department**	**24,981,913**	**25,479,589**	**25,323,657**

Business Area Expenditure Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus. Area No. : 2201 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	281,080	632,379	128,500	**134,076**
500020	Salary Base Pay - Classified	4,608,183	10,832,950	10,708,726	**11,789,352**
500040	Salary Assignment Pay - Classified	1,792	0	3,190	**0**
500050	Sal-Edu/Incen-Classfd	8,526	0	5,544	**0**
500060	Overtime - Civilian	39,185	0	35,000	**0**
500070	Overtime - Classified	10,821,491	8,385,044	8,166,511	**11,336,874**
500090	Premium Pay - Civilian	65,712	95,231	0	**0**
500120	Bilingual Pay - Classified	0	0	173	**0**
500130	Equipment Allowance-Classified	21,299	0	13,553	**0**
500150	Shift Differential Pay-Classified	11,799	0	6,895	**0**
500160	Training Incent.-Classified	83,867	0	55,382	**0**
500170	Weekend Prem Pay-Classified	9,158	0	4,815	**0**
501070	Pension - Civilian	53,129	108,045	20,700	**24,134**
501090	Pension - Police	157,791	116,099	108,455	**0**
501120	Termination Pay - Civilian	849	0	0	**0**
501130	Termination Pay - Classified	2,110	0	0	**0**
501140	Third Party Disability B-Classified	5,568	0	4,704	**0**
501170	Vehicle Allowance - Classified	4,250	0	8,500	**0**
502010	FICA - Civilian	20,209	64,654	17,150	**10,256**
502020	FICA - Classified	4,685	7,399	4,427	**0**
503010	Health Ins-Act Civilian	56,482	118,104	24,500	**26,313**
503015	Basic Life Insurance - Active Civilian	164	446	85	**79**
503020	Health Ins.Act-Classified	94,206	134,580	66,810	**0**
503025	Basic Life Insurance - Active Classified	374	517	259	**0**
503050	Health/Life Insurance - Retiree Civilian	11,038	0	10,922	**10,922**
503060	Long Term Disability-Civilian	633	1,700	260	**255**
503070	Municipal Pension-Other Classified	2,010	0	2,365	**0**
503080	Workers Compensation-Classified-Admin	1,761	2,940	1,461	**0**
503090	Workers Compensation-Civilian-Admin	1,393	4,200	650	**600**
503100	Workers Compensation-Civilian-Claim	0	514	0	**514**
503110	Workers Compensation-Classified-Claim	0	0	408	**0**
504020	Compensation Contingency	0	3,800	0	**3,000**
504030	Unemployment Claims - Administration	(156)	700	0	**210**
Total	**Personnel Services**	**16,368,588**	**20,509,302**	**19,399,945**	**23,336,585**
511025	Electrical Hardware & Parts	2,429	0	0	**0**
511040	Audiovisual Supplies	35,916	5,865	5,455	**0**
511045	Computer Supplies	28,379	27,884	23,318	**32,000**
511050	Paper & Printing Supplies	967	0	0	**0**
511055	Publications & Printed Materials	5,550	0	325	**0**
511070	Miscellaneous Office Supplies	8,615	15,713	16,700	**20,320**
511090	Medical & Surgical Supplies	0	0	30	**0**
511100	Veterinary & Animal Supplies	4,988	0	0	**0**
511110	Fuel	1,993,577	2,705,634	2,950,000	**1,821,000**
511115	Vehicle Repair & Maintenance Supplies	577,462	254,621	255,665	**110,000**
511120	Clothing	0	1,035,286	824,410	**800,000**
511130	Weapons Munitions & Supplies	831	91,008	91,009	**0**
511145	Small Tools & Minor Equipment	2,423	0	0	**0**
511150	Miscellaneous Parts & Supplies	24,116	32,402	32,415	**28,800**
Total	**Supplies**	**2,685,253**	**4,168,413**	**4,199,327**	**2,812,120**
520100	Temporary Personnel Services	223,453	700,000	500,000	**600,000**
520107	Computer Info/Contr	79,118	29,660	43,386	**0**
520108	Information Resource Services	0	22,495	22,495	**0**

Business Area Expenditure Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus. Area No. : 2201 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520109	Medical Dental & Laboratory Services	238,995	0	0	**0**
520114	Miscellaneous Support Services	960	630	630	**400**
520115	Real Estate Lease/Office Rental	31,837	31,837	31,837	**0**
520119	Computer Equipment/Software Maintenance	1,250	0	0	**0**
520123	Vehicle & Motor Equipment Services	3,767,929	3,195,643	3,263,973	**100,000**
520520	Printing & Reproduction Services	0	0	12,220	**0**
520605	Advertising Services	6,731	6,000	6,000	**6,000**
520755	Contingency	0	194	194	**0**
520765	Membership & Professional Fees	0	1,740	1,740	**0**
520805	Education & Training	229,041	333,362	324,692	**500,000**
520815	Tuition Reimbursement	81,897	40,000	100,000	**100,000**
520905	Travel - Training Related	89,564	53,737	71,633	**110,000**
520910	Travel - Non-Training Related	8,065	50,000	50,000	**50,000**
521610	Voice Services	5,620	0	50	**0**
521630	GIS Revolving Fund Services	0	0	0	**7,393**
521705	Vehicle/Equipment Rental/Lease	1,088	58,110	25,664	**29,160**
521905	Legal Services	0	200,000	179,925	**150,000**
522205	Metro Commuter Passes	2,289	1,258	1,700	**0**
522305	Freight Charges	95	0	0	**0**
522430	Miscellaneous Other Services & Charges	91,582	751,074	738,114	**821,500**
522620	Claims & Judgments	40,749	0	0	**0**
522722	KRONOS Service Chargeback	0	0	0	**710**
Total	**Other Services and Charges**	**4,900,263**	**5,475,740**	**5,374,253**	**2,475,163**
560210	Furniture Fixtures and Equipment	14,484	0	0	**0**
560220	Vehicles	45,902	170,606	0	**0**
560230	Computer HW and Developed SW	95,335	0	0	**0**
560240	Communication Equipment	41,061	94,559	94,559	**0**
Total	**Equipment**	**196,782**	**265,165**	**94,559**	**0**
551010	Non-Capital Office Furniture & Equipment	649	1,999	13,459	**100,000**
551015	Non-Capital Computer Equipment	8,088	1,748	0	**0**
551020	Non-Capital Communication Equipment	7,155	0	0	**0**
551040	Non-Capital Other	17,042	5,794	4,255	**0**
551045	Non-Capital Vehicles/Rolling Stock	0	1,994	1,994	**0**
Total	**Non-Capital Equipment**	**32,934**	**11,535**	**19,708**	**100,000**
	Grand Total Expenditures	**24,183,820**	**30,430,155**	**29,087,792**	**28,723,868**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : **Supplemental Environmental Protection**
Business Area Name : **Police Department**
Fund No./Bus. Area No. : **2404 / 1000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	271,976	271,976	**199,535**
Revenues	85,000	142,220	**150,000**
Expenditures	272,000	214,661	**272,000**
Revenues Over/(Under) Expenditures	(187,000)	(72,441)	**(122,000)**
Ending Fund Balance	84,976	199,535	**77,535**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	84,976	199,535	**77,535**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Houston Police Department Supplemental Environmental Project Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Environmental Investigations, or Rat-On-A-Rat (ROAR), use Supplemental Environmental Funds for the advancement of the goals of clean air, water, and to enhance the community environment impacted by criminal environmental violators.

Business Area Budget Summary

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus. Area No. : 2404 / 1000

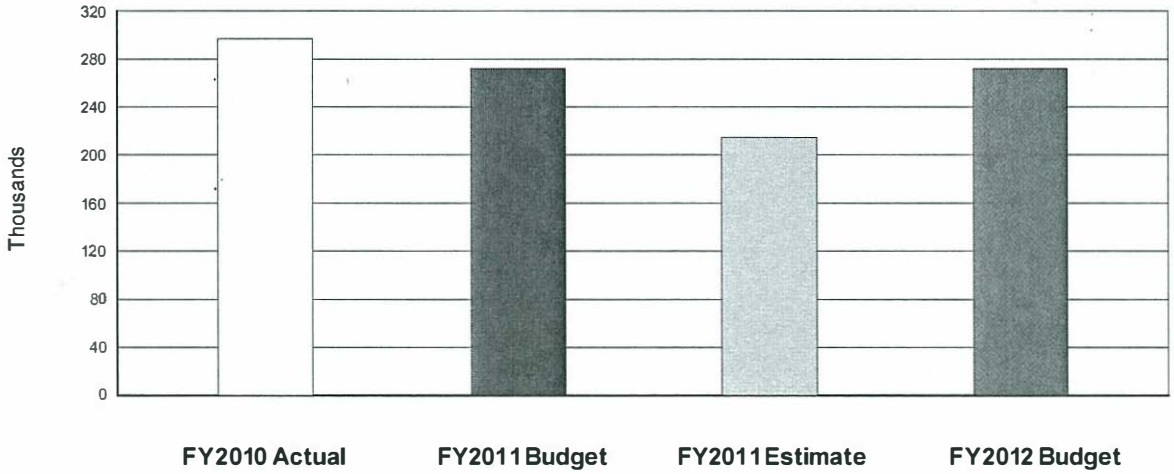
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	0	0	**0**
	Supplies	56,814	38,174	38,119	**22,000**
	Other Services and Charges	17,185	31,858	23,815	**85,000**
	Equipment	173,335	188,658	148,717	**149,000**
	Non-Capital Equipment	49,507	13,310	4,010	**16,000**
	Total M & O Expenditures	296,841	272,000	214,661	**272,000**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	296,841	272,000	214,661	**272,000**
Revenues		161,294	85,000	142,220	**150,000**
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 The FY2012 Budget includes funding for fifteen wetland projects.

o Funding to acquire surveillance cameras and vehicles to aid in investigating Environmental Crimes.

Supplemental Environmental Protection
Police Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus Area No. : 2404 / 1000

Name: Supplemental Environmental Protection -- 100001

Mission: To use Supplemental Environmental Protection funds for the advancement of the goals of clean air and water, and to enhance the community environment impacted by criminal environmental violators.

Goal: Funding for fifteen school environmental projects.
To create or enhance school children's knowledge about the need to preserve and conserve natural resources by creating ponds or wetland habitats.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
School Environ. Projects	0	0	**15**

Division Summary

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus Area No. : 2404 / 1000

Division Description		FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Supplemental Environmental Protection	**100001**						
HPD-Environ. Protection	1000010050	0.0	296,841	0.0	214,661	**0.0**	**272,000**
Environmental Investigations or Rat-On-A-Rat (ROAR) seeks to minimize environmental violations.							

Division Summary

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus Area No. : 2404 / 1000

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100001	Supplemental Environmental Protection						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	0.0	296,841	0.0	214,661	**0.0**	**272,000**
	Grand Total						
	Civilian	0.0		0.0		**0.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Grand Total	0.0	296,841	0.0	214,661	**0.0**	**272,000**

Business Area Revenue Summary

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus Area No. : 2404 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010050	**HPD - Environ. Protection**			
432010	Interest on Pooled Investments	15,000	4,720	**5,000**
452030	Miscellaneous Revenue	70,000	137,500	**145,000**
Total	**HPD - Environ. Protection**	**85,000**	**142,220**	**150,000**
Total	**Police Department**	**85,000**	**142,220**	**150,000**

Business Area Expenditure Summary

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus. Area No. : 2404 / 1000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
511050	Paper & Printing Supplies	1,621	0	0	**4,000**
511060	Postage	0	0	0	**1,000**
511095	Small Technical & Scientific Equipment	0	22,000	21,945	**0**
511145	Small Tools & Minor Equipment	0	0	0	**7,000**
511150	Miscellaneous Parts & Supplies	55,193	16,174	16,174	**10,000**
Total	**Supplies**	**56,814**	**38,174**	**38,119**	**22,000**
520114	Miscellaneous Support Services	25	3,000	0	**3,000**
520123	Vehicle & Motor Equipment Services	1,135	1,670	600	**10,000**
520520	Printing & Reproduction Services	5,761	10,215	10,000	**30,000**
520805	Education & Training	240	3,770	3,770	**4,000**
520905	Travel - Training Related	1,884	0	0	**4,000**
521610	Voice Services	0	58	0	**0**
522430	Miscellaneous Other Services & Charges	8,140	13,145	9,445	**34,000**
Total	**Other Services and Charges**	**17,185**	**31,858**	**23,815**	**85,000**
560210	Furniture Fixtures and Equipment	0	0	0	**70,000**
560220	Vehicles	167,340	188,658	148,717	**79,000**
560230	Computer HW and Developed SW	5,995	0	0	**0**
Total	**Equipment**	**173,335**	**188,658**	**148,717**	**149,000**
551010	Non-Capital Office Furniture & Equipment	49,507	115	115	**10,000**
551015	Non-Capital Computer Equipment	0	6,000	0	**6,000**
551040	Non-Capital Other	0	7,195	3,895	**0**
Total	**Non-Capital Equipment**	**49,507**	**13,310**	**4,010**	**16,000**
	Grand Total Expenditures	**296,841**	**272,000**	**214,661**	**272,000**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2301 / 2000

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	8,670,648	8,670,648	**4,725,898**
Revenues	46,019,500	47,088,900	**46,515,700**
Expenditures	53,255,512	51,033,650	**49,938,400**
Revenues Over/(Under) Expenditures	(7,236,012)	(3,944,750)	**(3,422,700)**
Ending Fund Balance	1,434,636	4,725,898	**1,303,198**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	1,434,636	4,725,898	**1,303,198**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate, and the FY2012 Budget for the Building Inspection Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Building Inspection Fund of the Public Works & Engineering Department ensures that buildings and structures constructed and maintained within the City adhere to the standards set by the City of Houston's Building Code.

In addition, Building Inspection will continue to enhance the level of services to:

- Review 100% of residential plans within 7 days and 90% of commercial plans within 11 days.
- Increase available meeting time for customers with plan analysts.
- Continue to update database on the Geographical Information System (GIS) applications to include photographs of billboards.

Business Area Budget Summary

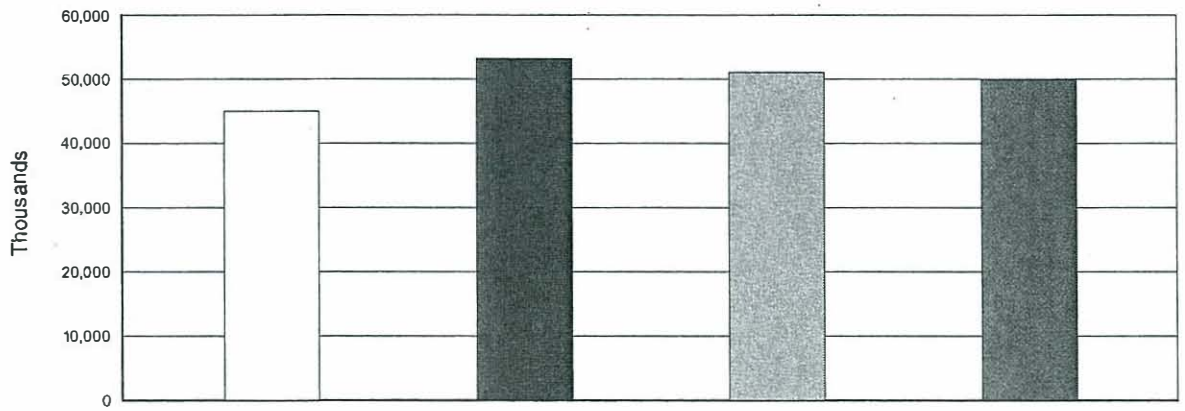
Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2301 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	35,836,310	36,334,515	35,705,291	**37,544,200**
	Supplies	634,670	776,100	603,280	**725,700**
	Other Services and Charges	5,288,368	6,623,492	5,583,511	**7,504,000**
	Equipment	739,659	261,605	243,200	**0**
	Non-Capital Equipment	99,420	118,100	116,700	**93,800**
	Total M & O Expenditures	42,598,427	44,113,812	42,251,982	**45,867,700**
	Debt Service & Other Uses	2,415,006	9,141,700	8,781,668	**4,070,700**
	Total Expenditures	45,013,433	53,255,512	51,033,650	**49,938,400**
Revenues		40,214,177	46,019,500	47,088,900	**46,515,700**
Staffing	Full-Time Equivalents - Civilian	492.8	473.7	469.1	**482.5**
	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	492.8	473.7	469.1	**482.5**
	Full-Time Equivalents - Overtime	12.0	15.7	13.9	**15.3**

Significant Budget Changes and Highlights

- o Continue streamlining the plan review process to maintain a goal of 7 days residential and 11 days commercial.
- o Continue to seek out new technology to improve the plan review process (electronic plan check).
- o In the process of populating the database with billboard information.
- o Continue the development of an Enterprise Geographic Information System (GIS) database for billboards.
- o The new Houston Permitting Center is almost complete and ready for move in. PW&E will start moving in June of FY2011. The center will be a one stop permitting center for most of the permits issued with the City of Houston. Several departments will be represented at the center.

Building Inspection Fund
Public Works & Engineering
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

Name: Planning & Development -- 200006

Mission: Ensure that buildings and structures constructed and maintained within the City adhere to the standards set by the City of Houston Construction Code.

Goal: Assist designers, contractors, developers and other permit applicants throughout the application and permitting process.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Site inspections	4,312	4,200	**4,300**
Floodplain area inspection	1,000	1,900	**3,000**
Support division operation	100%	100%	**100%**
Provide timely assistance	100%	100%	**100%**

Name: Information Technology -- 200008

Mission: Provide and maintain technology solutions to support planning, design, construction, operation, and maintenance of the public infrastructure systems and administration for the Department of Public Works & Engineering while maintaining high availability, prompt response, data accuracy and integrity to serve the users.

Goal: Provide support for the Intergrated Land Management System (ILMS) and subsystems that support the permitting process, inspection tracking, and plan review process.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Syst. avail. for enter. downtime less 0.10%	100%	99.99%	**99.90%**
Syst. avail. for distrib. servers downtime less than 0.50%	N/A	N/A	**99.50%**

Name: Management Support Branch -- 200009

Mission: Fund the Building Inspection payroll function.

Goal: Provide necessary funding to ensure effective delivery of accurate, reliable, and timely bi-weekly reports.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Manage funds to maintain program	100%	100%	**100%**

Division Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Planning & Development 200006						
Provide leadership, issue permits, ensure compliance, administer the Houston Building Code, manage development activities and schedule inspections at all properties managed by the Code Enforcement's Occupancy Branch.	481.4	43,790,016	456.7	47,896,430	**468.0**	**46,468,154**
Information Technology 200008						
Provide support with mainframe, desktop, software application, programming, and other pertinent technology to the users of this division.	11.0	1,175,995	12.4	3,085,194	**14.5**	**3,406,646**
Management Support Branch 200009						
Provide necessary funding to ensure effective delivery of accurate, reliable, and timely bi-weekly reports.	0.4	47,422	0.0	52,026	**0.0**	**63,600**
Total	492.8	45,013,433	469.1	51,033,650	**482.5**	**49,938,400**

Business Area Roster Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	8.0	9.0	1.0
ADMINISTRATIVE AIDE	10	2.0	2.0	
ADMINISTRATIVE ASSISTANT	17	12.0	13.0	1.0
ADMINISTRATIVE COORDINATOR	24	4.0	4.0	
ADMINISTRATIVE SPECIALIST	20	9.0	7.8	(1.2)
ADMINISTRATIVE SUPERVISOR	22	1.0	0.0	(1.0)
ASSISTANT CHIEF INSPECTOR	25	9.0	9.0	
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	2.0	
ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV)	34	1.0	1.0	
ASSISTANT PROJECT MANAGER	20	1.5	1.8	0.3
COMMUNITY SERVICE INSPECTOR	16	0.0	1.0	1.0
CUSTOMER SERVICE CASHIER	12	0.0	2.0	2.0
CUSTOMER SERVICE REP. I	13	18.0	17.0	(1.0)
CUSTOMER SERVICE REP. II	15	29.0	30.0	1.0
CUSTOMER SERVICE REP. III	16	26.0	26.0	
CUSTOMER SERVICE SECTION CHIEF	22	7.0	7.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	2.0	
DEPUTY DIRECTOR-PUBLIC WORKS	36	1.0	1.0	
DIVISION MANAGER	29	8.0	8.0	
ENGINEER	26	6.0	8.0	2.0
EXECUTIVE STAFF ANALYST	30	1.0	1.8	0.8
GRADUATE ENGINEER	22	14.0	13.0	(1.0)
INFORMATION SYSTEMS ADMIN. (EXE LEV)	30	1.0	1.0	
INSPECTOR	18	185.0	181.0	(4.0)
IRM MANAGER	29	1.0	1.0	
IT PROJECT MANAGER	28	1.0	2.0	1.0
LAN SPECIALIST	26	1.0	1.0	
MAINTENANCE MECHANIC II	12	1.0	1.0	
MANAGEMENT ANALYST II	18	1.0	0.0	(1.0)
MANAGING ENGINEER	31	3.0	3.0	
MESSENGER	6	1.0	1.0	
MICROCOMPUTER ANALYST	20	1.0	0.0	(1.0)
MULTI-DISCIPLINE INSPECTOR	21	5.0	5.0	
PLAN ANALYST	14	1.0	1.0	
PLAN ANALYST SUPERVISOR	22	8.0	9.0	1.0
PROCUREMENT SPECIALIST	24	1.0	1.0	
PROGRAMMER ANALYST III	22	1.0	0.0	(1.0)
PROGRAMMER ANALYST IV	25	2.0	2.0	
PROJECT MANAGER	24	2.0	2.0	
PROJECT TECHNICIAN III	17	2.0	2.0	
PROJECT TECHNICIAN IV	20	3.0	3.0	
SANITARIAN III	21	1.0	1.0	
SENIOR ACCOUNT CLERK	13	1.0	1.0	
SENIOR CUSTOMER SERVICE CASHIER	13	0.0	1.0	1.0
SENIOR HUMAN RESOURCES SPECIALIST	21	1.0	0.0	(1.0)
SENIOR IMAGING TECHNICIAN	13	6.0	6.0	
SENIOR INSPECTOR	22	38.0	39.0	1.0
SENIOR MICROCOMPUTER ANALYST	23	1.0	0.0	(1.0)
SENIOR PLAN ANALYST	18	49.0	48.0	(1.0)
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
STAFF ANALYST	26	1.0	0.0	(1.0)
STAFF ANALYST (EXE LEV)	26	1.0	1.0	

Business Area Roster Summary

Fund Name : **Building Inspection Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **2301 / 2000**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
SUPERINTENDENT	24	1.0	1.0	
SUPERVISING ENGINEER	29	6.0	5.0	(1.0)
SYSTEMS CONSULTANT	26	5.0	6.0	1.0
SYSTEMS SUPPORT ANALYST II	19	0.0	1.0	1.0
TECHNICAL HARDWARE ANALYST II	21	0.0	1.0	1.0
TRUCK DRIVER	6	3.0	3.0	
Total FTEs		**497.5**	**497.4**	**(0.1)**
Less adjustment for Civilian Vacancy Factor		**23.8**	**14.9**	**(8.9)**
Full-Time Equivalents		**473.7**	**482.5**	**8.8**

Business Area Revenue Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000060001	**PWE - Administration and Support**			
434240	Sale of Capital Assets-Land/Streets	7,500,000	7,500,000	**0**
2000060002	**PWE - Permit Applications & CACD**			
421410	Permit Preparation Fees	1,942,100	2,682,800	**0**
426310	City Charter & Code Fees	1,200	800	**800**
426330	Miscellaneous Copies Fees	13,000	17,700	**14,900**
426490	Alternate Method Review Fee	0	5,700	**14,700**
428080	Returned Check Charges	8,000	6,200	**6,200**
452030	Miscellaneous Revenue	248,000	262,900	**282,700**
Total	**PWE - Permit Applications & CACD**	**2,212,300**	**2,976,100**	**319,300**
2000060003	**PWE - Construction Inspection**			
421190	Construction Permits	14,060,000	12,836,700	**14,388,100**
421210	Fire Alarm Permits	134,000	161,300	**163,000**
421420	A/C Boiler Cons Prmt	3,495,600	3,612,800	**4,275,600**
421430	Annual Boiler Fees	84,000	135,200	**110,500**
421440	Elevator Permits	336,000	514,800	**422,800**
421450	House Moving Permits	7,000	9,800	**10,000**
421460	Mobile Home Permits	394,000	376,500	**371,900**
421470	Occupancy Fees	3,824,500	3,685,700	**4,157,400**
421480	Reinspections Fees	19,000	15,900	**19,000**
421500	Electrical Permits	3,908,600	3,622,500	**4,077,400**
421510	Plumbing Permits	3,829,600	3,809,900	**4,219,700**
421520	Heliport/Helistop Inspection Fees	14,000	8,700	**10,800**
426495	Investigation Fee	0	271,100	**542,200**
434215	Sale of Non-Capital Rolling Stock	21,000	0	**0**
434245	Sale of Capital Assets - Vehicles	0	600	**0**
434335	Recover Damage-Infrastructure	0	21,800	**0**
Total	**PWE - Construction Inspection**	**30,127,300**	**29,083,300**	**32,768,400**
2000060004	**PWE - Office of the Building Official**			
432010	Interest on Pooled Investments	465,000	183,000	**180,000**
434335	Recover Damage-Infrastructure	0	2,000	**0**
452030	Miscellaneous Revenue	0	100	**0**
Total	**PWE - Office of the Building Official**	**465,000**	**185,100**	**180,000**
2000060006	**PWE - City Engineer's Office**			
419080	Encroachment Franchise Fee	257,000	386,800	**424,000**
421200	Other Building & Construction Permits	2,000	200	**500**
421280	Other Licenses & Permits	0	0	**91,000**
421300	Facility Permits	0	0	**18,200**
421410	Permit Preparation Fees	1,000	23,600	**0**
421490	Plan Review Fees	147,000	118,700	**102,000**
421491	Plan Review - Per Sheet Fee	848,700	947,300	**813,700**
421550	Street Cut Permit	796,000	650,200	**796,000**
421560	Flood Plain Dev Prmt	414,000	690,300	**600,000**
426320	City Maps & Related Items	48,000	52,800	**43,500**
428080	Returned Check Charges	0	2,200	**0**
434505	Prior Year Expenditure Recovery	0	3,600	**0**
452030	Miscellaneous Revenue	0	300	**0**
456110	Stormwater Quality Mgmt Permits	72,000	186,400	**160,100**
Total	**PWE - City Engineer's Office**	**2,585,700**	**3,062,400**	**3,049,000**

Business Area Revenue Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000060011	**PWE - Sign Administration**			
421162	Electric Signs Fee	280,000	326,600	**280,000**
421330	Impounded Sign Fees	100	200	**200**
421340	Sign Construction Fees	360,000	537,200	**450,000**
421350	Site Inspection Fees	240,000	500,600	**300,000**
421370	Sign Operation Fees	992,000	1,461,200	**1,208,200**
421371	Sign Op Fee-Off Perm	24,800	23,000	**33,000**
421372	Sign Op Fee-Off Perm	4,500	13,000	**10,500**
421373	Sign Operation Fees-New Operating-City	386,800	450,800	**400,000**
421374	Sign Op Fee-On Perm	9,000	0	**0**
421380	Sign Contractor Licenses	60,000	84,200	**60,000**
421390	Sign Plan Examination Fees	210,000	275,000	**210,000**
421400	Miscellaneous Sign Fees	0	100	**0**
421410	Permit Preparation Fees	225,000	516,000	**0**
421640	LED Changeable Message Sign	0	35,000	**70,000**
426330	Miscellaneous Copies Fees	0	3,800	**0**
428080	Returned Check Charges	0	300	**0**
432010	Interest on Pooled Investments	79,000	0	**0**
Total	**PWE - Sign Administration**	**2,871,200**	**4,227,000**	**3,021,900**
2000060013	**PWE - Multi-Family Habitability**			
421700	Multi-Family Rental Building Inspections	258,000	55,000	**54,800**
2000060016	**PWE - HPC Shared Services**			
421630	Administrative Fee - Licenses & Permits	0	0	**5,430,400**
424110	Other Interfund Services	0	0	**331,900**
424200	Interfund Permit Center Rent	0	0	**1,360,000**
Total	**PWE - HPC Shared Services**	**0**	**0**	**7,122,300**
Total	**Public Works & Engineering**	**46,019,500**	**47,088,900**	**46,515,700**

Business Area Expenditure Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2301 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	24,221,766	24,487,238	24,073,914	**24,604,090**
500030	Salary Part Time - Civilian	64,579	73,929	105,785	**162,477**
500060	Overtime - Civilian	868,740	1,119,632	990,401	**1,103,227**
500090	Premium Pay - Civilian	45,742	56,739	77,488	**37,280**
500110	Bilingual Pay - Civilian	76,392	66,865	70,167	**74,998**
500180	Temporary Employees	21,298	0	9,339	**0**
500210	Pay for Performance-Municipal	0	516	0	**516**
501070	Pension - Civilian	3,581,097	3,549,813	3,687,874	**4,427,439**
501120	Termination Pay - Civilian	466,293	349,000	150,430	**394,000**
502010	FICA - Civilian	1,860,876	1,970,142	1,949,071	**1,983,776**
503010	Health Ins-Act Civilian	3,532,654	3,527,719	3,557,132	**4,074,878**
503015	Basic Life Insurance - Active Civilian	14,136	14,320	14,075	**14,673**
503050	Health/Life Insurance - Retiree Civilian	742,483	826,764	795,501	**477,300**
503060	Long Term Disability-Civilian	39,483	40,168	38,002	**40,826**
503090	Workers Compensation-Civilian-Admin	90,043	99,540	100,846	**96,563**
503100	Workers Compensation-Civilian-Claim	163,807	135,600	65,125	**35,600**
504025	Personnel Consolidation	29,454	0	0	**0**
504030	Unemployment Claims - Administration	17,467	16,530	20,141	**16,557**
Total	**Personnel Services**	**35,836,310**	**36,334,515**	**35,705,291**	**37,544,200**
511010	Chemical Gases & Special Fluids	162	100	200	**100**
511015	Cleaning & Sanitary Supplies	380	100	100	**300**
511020	Construction Materials	7	0	0	**0**
511025	Electrical Hardware & Parts	899	500	40	**800**
511040	Audiovisual Supplies	5,483	9,800	5,990	**9,100**
511045	Computer Supplies	95,411	87,200	75,020	**113,200**
511050	Paper & Printing Supplies	22,948	20,800	22,100	**37,200**
511055	Publications & Printed Materials	3,073	72,200	31,500	**11,600**
511060	Postage	42,772	44,400	44,300	**37,700**
511070	Miscellaneous Office Supplies	55,235	66,000	25,000	**50,900**
511090	Medical & Surgical Supplies	1,369	600	100	**600**
511095	Small Technical & Scientific Equipment	251	0	0	**0**
511110	Fuel	363,407	429,600	381,600	**428,600**
511115	Vehicle Repair & Maintenance Supplies	7,044	300	250	**0**
511120	Clothing	8,985	10,500	7,350	**13,900**
511125	Food Supplies	2,282	0	100	**0**
511140	Landscaping & Gardening Supplies	1,376	5,000	0	**0**
511145	Small Tools & Minor Equipment	2,325	3,500	400	**6,100**
511150	Miscellaneous Parts & Supplies	21,261	25,500	9,230	**15,600**
Total	**Supplies**	**634,670**	**776,100**	**603,280**	**725,700**
520100	Temporary Personnel Services	17,100	20,000	20,000	**20,000**
520101	Janitorial Services	150,749	210,000	184,250	**0**
520102	Security Services	207,776	185,900	218,050	**268,600**
520106	Architectural Services	10,465	0	0	**0**
520107	Computer Info/Contr	798,889	840,000	698,149	**700,000**
520109	Medical Dental & Laboratory Services	3,038	5,700	2,850	**3,900**
520110	Management Consulting Services	274,795	198,600	148,600	**130,000**
520111	Real Estate Services	0	25,000	25,000	**0**
520112	Banking Services	9,497	8,300	7,450	**8,300**
520114	Miscellaneous Support Services	84,827	225,735	95,650	**169,300**
520115	Real Estate Lease/Office Rental	235,173	221,900	186,800	**288,700**
520118	Refuse Disposal	986	2,800	1,100	**1,600**
520119	Computer Equipment/Software Maintenance	468,226	661,200	684,411	**738,200**
520120	Communications Equipment Services	81,390	32,605	21,105	**0**
520121	IT Application Svcs	11,188	10,200	14,100	**15,300**
520122	Office Equipment Services	0	5,300	5,000	**5,000**
520123	Vehicle & Motor Equipment Services	370,479	369,825	304,900	**370,100**

Business Area Expenditure Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2301 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520124	Other Equipment Services	83	0	0	**0**
520126	Construction Site Work Services	9,586	46,000	0	**0**
520141	Engineering Services	700	55,500	0	**0**
520510	Mail/Delivery Services	0	0	10	**0**
520515	Print Shop Services	48,226	59,200	47,843	**81,300**
520520	Printing & Reproduction Services	14,588	44,400	44,000	**12,500**
520705	Insurance Fees	20,302	22,500	55,525	**72,000**
520765	Membership & Professional Fees	23,924	26,900	16,000	**21,900**
520805	Education & Training	46,178	78,460	57,139	**62,900**
520815	Tuition Reimbursement	6,525	0	0	**0**
520905	Travel - Training Related	16,282	40,400	18,100	**42,900**
520910	Travel - Non-Training Related	411	400	10	**100**
521305	Indirect Cost Recovery Payment	1,549,974	1,734,697	1,734,697	**1,753,300**
521315	Reimbursement for Energy Leakage Testing	17,000	553,070	24,000	**285,300**
521405	Building Maintenance Services	34,449	57,400	14,900	**1,079,600**
521505	Electricity	239,629	260,700	227,301	**219,300**
521510	Natural Gas	5,250	3,600	2,750	**3,200**
521605	Data Services	22,449	42,200	58,705	**49,700**
521610	Voice Services	280,548	293,300	295,100	**280,700**
521620	Voice Equipment	5,777	7,200	0	**2,500**
521625	Voice Labor	5,935	13,900	400	**7,800**
521630	GIS Revolving Fund Services	0	24,300	27,800	**23,500**
521715	Office Equipment Rental	35,555	34,500	38,500	**22,200**
521725	Other Rental	192	1,100	600	**101,100**
521730	Parking Space Rental	44,682	53,600	49,200	**34,900**
521905	Legal Services	239	0	0	**0**
522205	Metro Commuter Passes	28,161	43,000	38,400	**63,700**
522305	Freight Charges	343	0	400	**100**
522430	Miscellaneous Other Services & Charges	37,177	49,700	42,736	**54,400**
522720	Interfund Payroll Services	0	50,100	52,026	**63,600**
522721	Interfund HR Client Services	0	0	119,654	**383,500**
522722	KRONOS Service Chargeback	0	0	0	**16,800**
522723	Drainage Fee Service Chargeback	0	0	0	**6,300**
522730	Interfund Engineering Services	45,338	0	0	**0**
522780	Interfund Photo Copy Services	0	4,300	300	**4,300**
522795	Other Interfund Services	24,287	0	0	**35,600**
Total	**Other Services and Charges**	**5,288,368**	**6,623,492**	**5,583,511**	**7,504,000**
560220	Vehicles	724,399	0	0	**0**
560230	Computer HW and Developed SW	15,260	261,605	243,200	**0**
Total	**Equipment**	**739,659**	**261,605**	**243,200**	**0**
551010	Non-Capital Office Furniture & Equipment	12,640	2,900	1,500	**500**
551015	Non-Capital Computer Equipment	86,780	115,200	115,200	**93,300**
Total	**Non-Capital Equipment**	**99,420**	**118,100**	**116,700**	**93,800**
532005	Transfers to General Fund	1,617,655	7,500,000	7,984,268	**3,273,300**
532050	Trans to PIB Bonds Debt Service	797,351	797,400	797,400	**797,400**
532055	Transfers to Certification of Obligation	0	844,300	0	**0**
Total	**Debt Service and Other Uses**	**2,415,006**	**9,141,700**	**8,781,668**	**4,070,700**
	Grand Total Expenditures	**45,013,433**	**53,255,512**	**51,033,650**	**49,938,400**

Fund Summary

Fund Name : **Houston TranStar**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **2402 / 2000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	609,753	609,753	**956,815**
Revenues	2,444,386	2,455,971	**2,031,200**
Expenditures	2,595,086	2,108,909	**2,308,800**
Revenues Over/(Under) Expenditures	(150,700)	347,062	**(277,600)**
Ending Fund Balance	459,053	956,815	**679,215**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	459,053	956,815	**679,215**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Houston TranStar Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

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 part of a national effort to establish an Intelligent Transportation System. Many state-of-the-art technologies are in use to help managers improve mobility conditions. These technologies and programs include: Closed Circuit Television Cameras (CCTV), Dynamic Message Signs (DMS), Synchronized Traffic Signals, Speed Sensors, Traveler Information Devices, the MAP/Safe Clear Traffic Incident Response Program and much more.

This partnership of agencies streamlines emergency identification and response. When emergency conditions occur such as hurricanes, floods, chemical plant explosions or terrorist acts, the Emergency Operations Center (EOC) at the Houston TranStar Center is activated. Representatives from all four partner agencies come together in concert with Federal and State Agencies and Private Organizations to coordinate a quick and efficient response. Some of the technologies include: the Automated Flood Warning System, Doppler Radar Imagery, Satellite Weather Maps, Roadway Flood Warning System, HAM Radio, the National Weather Service and the Regional Incident Management Systems (RIMS). 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. The City of Houston's prorated share of the TranStar operation is budgeted within the Public Works & Engineering Department.

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 seven staff members who are employed through the City of Houston.

Business Area Budget Summary

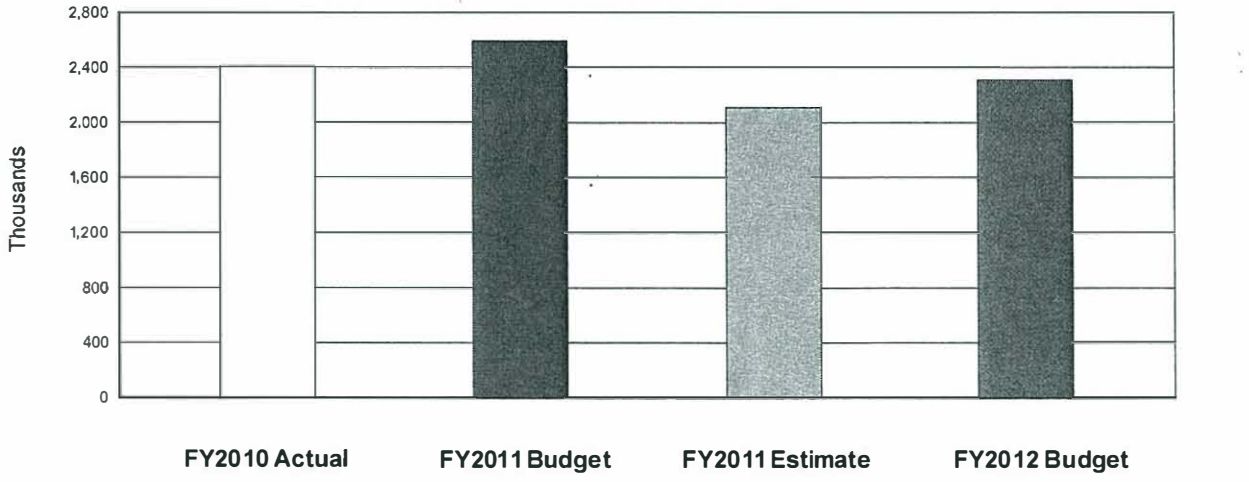
Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2402 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	682,070	737,267	709,209	**753,400**
	Supplies	107,048	126,800	114,558	**114,000**
	Other Services and Charges	1,552,655	1,637,266	1,232,542	**1,373,800**
	Equipment	23,730	55,153	37,000	**37,000**
	Non-Capital Equipment	42,742	38,600	15,600	**30,600**
	Total M & O Expenditures	2,408,245	2,595,086	2,108,909	**2,308,800**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	2,408,245	2,595,086	2,108,909	**2,308,800**
Revenues		2,596,230	2,444,386	2,455,971	**2,031,200**
Staffing	Full-Time Equivalents - Civilian	7.0	7.0	6.9	**7.0**
	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	7.0	7.0	6.9	**7.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o Provide safe and clear dispatch services to the public.
- o Provide police and transit dispatch services to transit systems.
- o Provide incident management services to first responders (police, fire, EMS, maintenance).
- o Provide emergency management for natural disaster and Homeland Security threats.
- o Provide traveler information to the public (travel times, construction status, rail positioning, incident status, amber alerts, school closures, camera views, ferry times, news media reports).
- o Provide transportation and communications design services.

Houston TranStar
Public Works & Engineering
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2402 / 2000

Name: Traffic Operations Division -- 200002

Mission: Manage, operate and maintain the Houston TranStar Center.

Goal: Effectively support the operation and maintenance of the Center.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Support center operation and maintain facility	100%	100%	**100%**

Division Summary

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2402 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Traffic Operations Division 200002						
Manage, operate and maintain the Houston TranStar Center.	7.0	2,408,245	6.9	2,108,909	**7.0**	**2,308,800**
Total	7.0	2,408,245	6.9	2,108,909	**7.0**	**2,308,800**

Business Area Roster Summary

Fund Name : **Houston TranStar**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **2402 / 2000**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV)	34	1.0	1.0	
EXECUTIVE STAFF ANALYST	30	1.0	1.0	
FINANCIAL ANALYST IV	25	1.0	1.0	
PROCUREMENT SPECIALIST	24	1.0	1.0	
SENIOR GIS ANALYST	24	1.0	1.0	
SYSTEMS CONSULTANT	26	1.0	1.0	
Total FTEs		**7.0**	**7.0**	**0.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**7.0**	**7.0**	**0.0**

Business Area Revenue Summary

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2402 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000020009	**PWE - Houston TranStar**			
423010	Other Grant Awards	1,559,950	1,559,950	**1,406,000**
426290	Other Service Charges	713,696	713,696	**610,200**
432010	Interest on Pooled Investments	2,000	13,200	**15,000**
434505	Prior Year Expenditure Recovery	0	385	**0**
452020	Recoveries & Refunds	168,740	168,740	**0**
Total	**PWE - Houston TranStar**	**2,444,386**	**2,455,971**	**2,031,200**
Total	**Public Works & Engineering**	**2,444,386**	**2,455,971**	**2,031,200**

Business Area Expenditure Summary

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2402 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	517,905	558,384	534,647	**556,527**
501070	Pension - Civilian	77,079	80,978	82,943	**100,174**
502010	FICA - Civilian	37,685	41,755	38,986	**41,183**
503010	Health Ins-Act Civilian	45,574	44,022	47,820	**51,439**
503015	Basic Life Insurance - Active Civilian	306	319	320	**323**
503050	Health/Life Insurance - Retiree Civilian	1,683	9,486	2,430	**1,500**
503060	Long Term Disability-Civilian	593	599	593	**603**
503090	Workers Compensation-Civilian-Admin	1,245	1,479	1,470	**1,416**
504030	Unemployment Claims - Administration	0	245	0	**235**
Total	**Personnel Services**	**682,070**	**737,267**	**709,209**	**753,400**
511015	Cleaning & Sanitary Supplies	2,885	1,500	1,500	**1,500**
511020	Construction Materials	2,709	13,500	3,000	**9,000**
511025	Electrical Hardware & Parts	12,557	11,500	11,500	**8,000**
511030	Mechanical Hardware & Parts	527	12,000	4,000	**7,000**
511040	Audiovisual Supplies	12,374	0	20,596	**0**
511045	Computer Supplies	21,848	18,000	18,000	**22,000**
511050	Paper & Printing Supplies	8,555	7,000	7,000	**8,400**
511055	Publications & Printed Materials	790	1,500	1,500	**1,500**
511060	Postage	2,488	1,300	1,300	**1,300**
511070	Miscellaneous Office Supplies	30,927	31,500	29,500	**33,000**
511090	Medical & Surgical Supplies	4,304	4,200	4,200	**4,200**
511110	Fuel	978	2,500	2,500	**2,500**
511115	Vehicle Repair & Maintenance Supplies	0	500	500	**500**
511120	Clothing	0	7,000	2,000	**5,000**
511125	Food Supplies	144	6,300	2,000	**5,000**
511140	Landscaping & Gardening Supplies	100	0	90	**100**
511145	Small Tools & Minor Equipment	5,557	8,500	5,000	**5,000**
511150	Miscellaneous Parts & Supplies	305	0	372	**0**
Total	**Supplies**	**107,048**	**126,800**	**114,558**	**114,000**
520100	Temporary Personnel Services	0	2,500	0	**0**
520101	Janitorial Services	47,424	50,000	50,000	**60,000**
520107	Computer Info/Contr	6,423	77,500	63,000	**63,000**
520109	Medical Dental & Laboratory Services	62	75	75	**100**
520110	Management Consulting Services	65,667	46,980	20,000	**20,000**
520113	Photographic Services	0	1,000	0	**1,000**
520118	Refuse Disposal	3,330	3,600	3,600	**3,600**
520119	Computer Equipment/Software Maintenance	85,729	75,000	90,382	**90,400**
520120	Communications Equipment Services	360	0	0	**0**
520121	IT Application Svcs	1,203	1,248	1,248	**1,300**
520122	Office Equipment Services	2,104	1,000	1,000	**1,000**
520123	Vehicle & Motor Equipment Services	336	500	1,123	**500**
520124	Other Equipment Services	561	0	0	**0**
520127	Structural Construction Work Services	420,822	25,000	25,000	**25,000**
520141	Engineering Services	295,313	421,551	300,000	**350,000**
520510	Mail/Delivery Services	7,538	26,500	8,000	**8,000**
520520	Printing & Reproduction Services	9,640	10,000	10,000	**10,000**
520605	Advertising Services	29,329	50,000	25,000	**25,000**
520755	Contingency	0	200,000	0	**100,000**
520765	Membership & Professional Fees	335	1,760	1,760	**1,800**
520805	Education & Training	588	3,000	1,000	**1,000**
520815	Tuition Reimbursement	757	0	0	**0**
520905	Travel - Training Related	1,964	3,000	1,000	**1,000**

Business Area Expenditure Summary

Fund Name : **Houston TranStar**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **2402 / 2000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520910	Travel - Non-Training Related	411	11,000	5,500	**5,500**
521305	Indirect Cost Recovery Payment	0	20,000	20,000	**20,000**
521405	Building Maintenance Services	133,278	185,834	200,000	**200,000**
521410	Sewer Services	2,764	2,800	2,800	**2,800**
521415	Land and Grounds Maintenance	35,873	19,000	19,000	**19,000**
521435	Water Services	9,580	12,000	10,851	**12,000**
521505	Electricity	248,190	247,592	247,592	**221,900**
521510	Natural Gas	5,762	6,927	6,927	**6,900**
521605	Data Services	4,101	4,420	4,420	**8,200**
521610	Voice Services	92,494	89,979	89,979	**90,000**
521620	Voice Equipment	0	0	0	**800**
521625	Voice Labor	0	0	0	**500**
521630	GIS Revolving Fund Services	0	1,400	1,400	**1,300**
521715	Office Equipment Rental	4,326	7,000	7,000	**7,000**
521725	Other Rental	35,241	27,500	12,485	**11,300**
521730	Parking Space Rental	0	600	600	**600**
522205	Metro Commuter Passes	1,150	1,000	1,800	**3,000**
522722	KRONOS Service Chargeback	0	0	0	**300**
Total	**Other Services and Charges**	**1,552,655**	**1,637,266**	**1,232,542**	**1,373,800**
560220	Vehicles	23,730	0	0	**0**
560230	Computer HW and Developed SW	0	55,153	37,000	**37,000**
Total	**Equipment**	**23,730**	**55,153**	**37,000**	**37,000**
551010	Non-Capital Office Furniture & Equipment	28,119	25,000	2,000	**17,000**
551015	Non-Capital Computer Equipment	8,559	8,000	8,000	**8,000**
551020	Non-Capital Communication Equipment	6,064	5,600	5,600	**5,600**
Total	**Non-Capital Equipment**	**42,742**	**38,600**	**15,600**	**30,600**
	Grand Total Expenditures	**2,408,245**	**2,595,086**	**2,108,909**	**2,308,800**

Fund Summary

Fund Name : **Mobility Response Team**
Fund No./Bus. Area No. : **2304 / 1000 / 2000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	5,733,253	5,733,253	**4,349,640**
Revenues	1,132,500	1,280,906	**145,000**
Expenditures	3,598,890	2,664,519	**2,866,078**
Revenues Over/(Under) Expenditures	(2,466,390)	(1,383,613)	**(2,721,078)**
Ending Fund Balance	3,266,863	4,349,640	**1,628,562**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	3,266,863	4,349,640	**1,628,562**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Mobility Response Team Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Mobility Response Team responds to and mitigates significant traffic congestion resulting from malfunctioning traffic signals, accidents, and other mobility issues throughout the City. The team is a partnership between the Police and Public Works and Engineering (PWE) Departments. Dedicated resources will specifically 1) respond to and mitigate acute traffic congestion throughout the City, 2) be dispatched via personnel at TranStar to identified areas, 3) Traffic Engineering staff will diagnose and provide solutions to operational and design problems, and 4) work together with PWE engineers to develop long term traffic management solutions.

Business Area Budget Summary

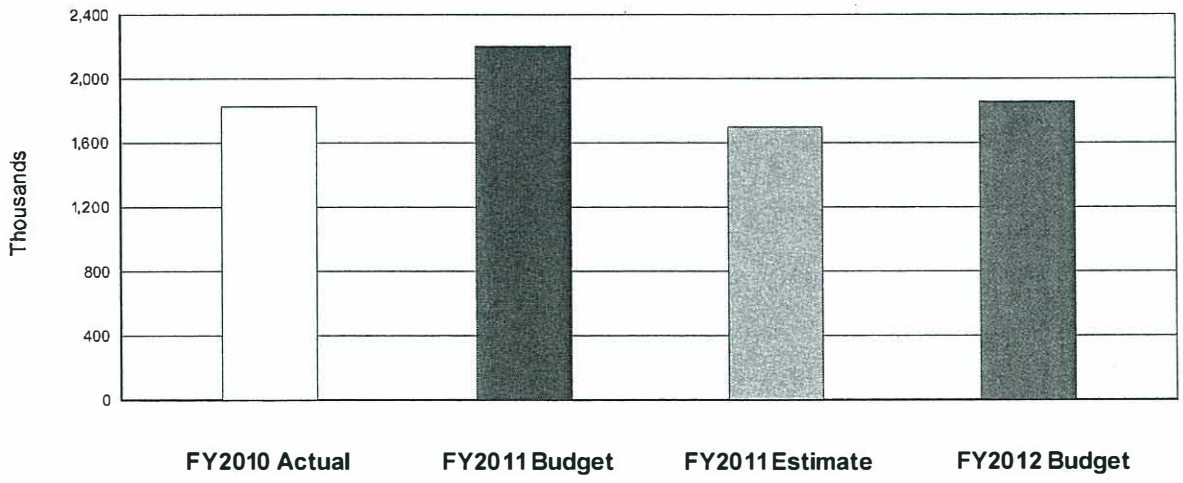
Fund Name : Mobility Response Team
Business Area Name : Police Department
Fund No./Bus. Area No. : 2304 / 1000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	1,620,469	2,023,773	1,636,651	**1,800,378**
	Supplies	47,493	60,200	34,186	**56,200**
	Other Services and Charges	11,517	28,000	28,000	**0**
	Equipment	124,912	92,000	0	**0**
	Non-Capital Equipment	21,314	0	0	**0**
	Total M & O Expenditures	1,825,705	2,203,973	1,698,837	**1,856,578**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	1,825,705	2,203,973	1,698,837	**1,856,578**
Revenues		704,597	670,500	690,000	**100,000**
Staffing	Full-Time Equivalents - Civilian	31.4	36.0	31.0	**31.0**
	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	31.4	36.0	31.0	**31.0**
	Full-Time Equivalents - Overtime	0.1	0.9	0.1	**0.1**

Significant Budget Changes and Highlights

o Continued level of service regarding response times to traffic signal problems, disabled vehicle assistance and road hazard actions.

Mobility Response Team
Police Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **Mobility Response Team**
Business Area Name : **Police Department**
Fund No./Bus Area No. : **2304 / 1000**

Name: Mobility Response Team -- 100001

Mission: Provide traffic control by mitigating traffic congestion throughout the city.

Goal: Respond to and alleviate significant non-freeway traffic congestion arising from malfunctioning traffic signals, traffic accidents, street flooding, electrical outages, utility line breakages and other acute mobility issues throughout the city.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Provide Traffic Control	3,570	10,073	**11,500**
Disabled Vehicle Asst.	860	570	**1,000**
Road Hazard Actions	1,300	800	**900**

Division Summary

Fund Name : Mobility Response Team
Business Area Name : Police Department
Fund No./Bus Area No. : 2304 / 1000

Division Description		FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Mobility Response Team	**100001**						
HPD - Traffic	1000010071	31.4	1,825,705	31.0	1,698,837	**31.0**	**1,856,578**

The Mobility Response Team is a unit composed of mainly civilian employees trained in traffic signal timing, design, and repair, as well as manual traffic direction.

Division Summary

Fund Name : Mobility Response Team
Business Area Name : Police Department
Fund No./Bus Area No. : 2304 / 1000

Division	Division Name	FY2010 Actual FTEs	FY2010 Actual Costs $	FY2011 Estimate FTEs	FY2011 Estimate Costs $	FY2012 Budget FTEs	FY2012 Budget Costs $
100001	Mobility Response Team						
	Civilian	31.4		31.0		**31.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Total	31.4	1,825,705	31.0	1,698,837	**31.0**	**1,856,578**
	Grand Total						
	Civilian	**31.4**		31.0		**31.0**	
	Classified	0.0		0.0		**0.0**	
	Cadets	0.0		0.0		**0.0**	
	Grand Total	**31.4**	1,825,705	31.0	1,698,837	**31.0**	**1,856,578**

Business Area Roster Summary

Fund Name : **Mobility Response Team**
Business Area Name : **Police Department**
Fund No./Bus Area No. : **2304 / 1000**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
MOBILITY SERVICE OFFICER	12	36.0	31.0	(5.0)
Total FTEs		**36.0**	**31.0**	**(5.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Less adjustment for Classified Vacancy Factor				
Full-Time Equivalents		**36.0**	**31.0**	**(5.0)**

Business Area Revenue Summary

Fund Name : Mobility Response Team
Business Area Name : Police Department
Fund No./Bus Area No. : 2304 / 1000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
1000010071	**HPD -Traffic**			
490020	Transfer from Special Revenue Fund	600,000	600,000	**0**
490060	Transfer from Civic Center	70,500	90,000	**100,000**
Total	**HPD -Traffic**	**670,500**	**690,000**	**100,000**
Total	**Police Department**	**670,500**	**690,000**	**100,000**

Business Area Expenditure Summary

Fund Name : **Mobility Response Team**
Business Area Name : **Police Department**
Fund No./Bus. Area No. : **2304 / 1000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	1,215,994	1,417,380	1,162,740	**1,233,099**
500060	Overtime - Civilian	3,049	36,000	3,314	**4,500**
500070	Overtime - Classified	0	20,000	0	**5,000**
500090	Premium Pay - Civilian	16,096	16,240	11,879	**16,240**
500110	Bilingual Pay - Civilian	2,598	4,500	2,364	**3,500**
501070	Pension - Civilian	118,044	205,522	168,813	**221,958**
501120	Termination Pay - Civilian	97	0	873	**1,000**
501130	Termination Pay - Classified	25	0	0	**0**
502010	FICA - Civilian	104,158	112,766	97,083	**96,188**
502020	FICA - Classified	(5)	392	389	**392**
503010	Health Ins-Act Civilian	151,399	168,318	179,357	**206,925**
503015	Basic Life Insurance - Active Civilian	691	847	708	**741**
503060	Long Term Disability-Civilian	2,616	3,060	2,568	**2,635**
503090	Workers Compensation-Civilian-Admin	5,707	7,560	6,563	**6,200**
503100	Workers Compensation-Civilian-Claim	0	9,131	0	**1,000**
503110	Workers Compensation-Classified-Claim	0	1,725	0	**0**
504020	Compensation Contingency	0	19,072	0	**0**
504030	Unemployment Claims - Administration	0	1,260	0	**1,000**
Total	**Personnel Services**	**1,620,469**	**2,023,773**	**1,636,651**	**1,800,378**
511045	Computer Supplies	7,020	0	0	**0**
511050	Paper & Printing Supplies	473	0	0	**0**
511070	Miscellaneous Office Supplies	0	0	276	**0**
511110	Fuel	26,674	36,000	32,990	**36,000**
511115	Vehicle Repair & Maintenance Supplies	6,533	10,000	0	**7,000**
511120	Clothing	1,970	6,000	0	**5,000**
511145	Small Tools & Minor Equipment	1,598	4,000	0	**4,000**
511150	Miscellaneous Parts & Supplies	3,225	4,200	920	**4,200**
Total	**Supplies**	**47,493**	**60,200**	**34,186**	**56,200**
520120	Communications Equipment Services	11,314	28,000	28,000	**0**
522305	Freight Charges	203	0	0	**0**
Total	**Other Services and Charges**	**11,517**	**28,000**	**28,000**	**0**
560220	Vehicles	124,912	92,000	0	**0**
Total	**Equipment**	**124,912**	**92,000**	**0**	**0**
551040	Non-Capital Other	21,314	0	0	**0**
Total	**Non-Capital Equipment**	**21,314**	**0**	**0**	**0**
	Grand Total Expenditures	**1,825,705**	**2,203,973**	**1,698,837**	**1,856,578**


CITY OF HOUSTON
TEXAS

Business Area Budget Summary

Fund Name : Mobility Response Team
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2304 / 2000

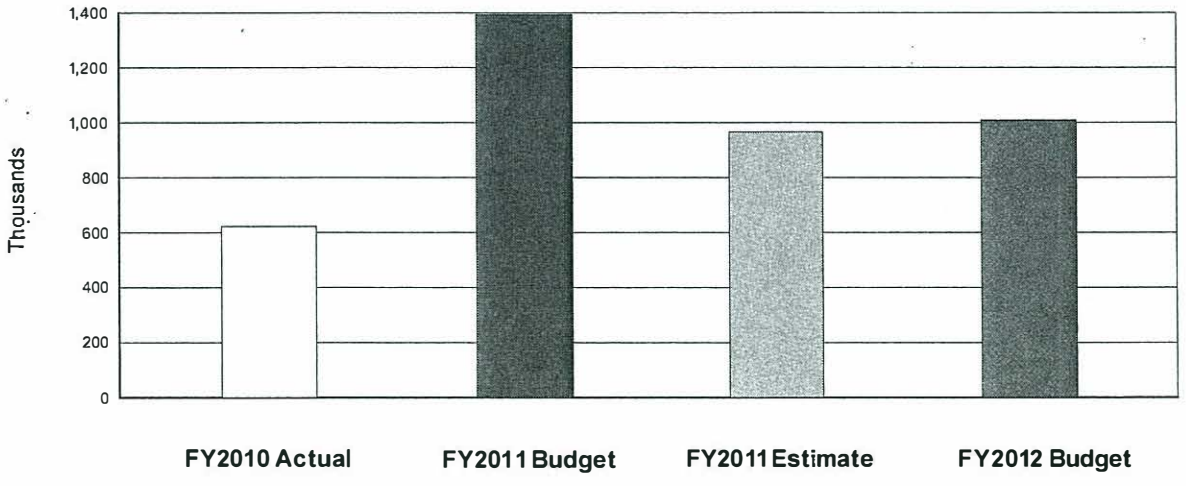
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	491,382	559,349	442,604	**507,400**
	Supplies	29,799	61,650	57,900	**56,800**
	Other Services and Charges	54,405	681,354	372,614	**445,300**
	Equipment	45,958	92,564	92,564	**0**
	Total M & O Expenditures	621,544	1,394,917	965,682	**1,009,500**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	621,544	1,394,917	965,682	**1,009,500**
Revenues		160,115	462,000	590,906	**45,000**
Staffing	Full-Time Equivalents - Civilian	6.1	7.0	5.8	**6.0**
	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	6.1	7.0	5.8	**6.0**
	Full-Time Equivalents - Overtime	0.1	0.1	0.2	**0.1**

Significant Budget Changes and Highlights

o Reduce traffic 'bottle necks' during high usage periods, monitor arterial level of services, and monitor intersection level of services.

o Completion of the City Mobility Phase II Project.

Mobility Response Team
Public Works & Engineering
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Mobility Response Team
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2304 / 2000

Name: PWE - Mayor Mobility Task Force -- 200002

Mission: The Traffic Operations Division operates and maintains Houston's traffic control systems according to City codes in a coordinated manner to provide increased mobility; and we do so responsively, effectively, and efficiently to serve the citizens.

Goal: To reduce traffic 'bottle necks' during high usage periods, monitor arterial level of services, and monitor intersection level of services.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Incident response (Unit)	515	468	**500**
MRT 311 calls	N/A	1,226	**1,100**
Incident response time	1 hour	1 hour	**1 hour**
Arterials level of service	every 6mon	every 6mon	**every 6mon**
Intersections level of svc	every 6mon	every 6mon	**every 6mon**

Division Summary

Fund Name : Mobility Response Team
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2304 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
PWE - Mayor Mobility Task Force 200002						
Fund established to alleviate traffic congestion during peak periods. This fund operates in conjunction with the Houston Police Department.	6.1	621,544	5.8	965,682	**6.0**	**1,009,500**
Total	6.1	621,544	5.8	965,682	**6.0**	**1,009,500**

Business Area Roster Summary

Fund Name : **Mobility Response Team**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **2304 / 2000**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
GRADUATE ENGINEER	22	4.0	4.0	
SUPERVISING ENGINEER	29	1.0	1.0	
TECHNICAL HARDWARE ANALYST III	23	2.0	1.0	(1.0)
Total FTEs		**7.0**	**6.0**	**(1.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**7.0**	**6.0**	**(1.0)**

Business Area Revenue Summary

Fund Name : Mobility Response Team
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2304 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000020010	**PWE - Mayor's Mobility Taskforce**			
423010	Other Grant Awards	400,000	400,000	**0**
432010	Interest on Pooled Investments	62,000	100,000	**45,000**
434505	Prior Year Expenditure Recovery	0	90,906	**0**
Total	**PWE - Mayor's Mobility Taskforce**	**462,000**	**590,906**	**45,000**
Total	**Public Works & Engineering**	**462,000**	**590,906**	**45,000**

Business Area Expenditure Summary

Fund Name : **Mobility Response Team**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **2304 / 2000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	360,329	411,779	315,943	**355,977**
500060	Overtime - Civilian	8,978	5,000	9,500	**10,000**
500090	Premium Pay - Civilian	3,043	2,000	3,172	**2,000**
501070	Pension - Civilian	54,041	59,718	49,722	**64,076**
501120	Termination Pay - Civilian	2,076	0	0	**0**
502010	FICA - Civilian	27,995	32,034	23,960	**28,149**
503010	Health Ins-Act Civilian	32,979	46,266	38,350	**45,040**
503015	Basic Life Insurance - Active Civilian	193	242	189	**213**
503060	Long Term Disability-Civilian	565	595	508	**510**
503090	Workers Compensation-Civilian-Admin	1,183	1,470	1,260	**1,200**
504030	Unemployment Claims - Administration	0	245	0	**235**
Total	**Personnel Services**	**491,382**	**559,349**	**442,604**	**507,400**
511020	Construction Materials	673	1,000	500	**0**
511025	Electrical Hardware & Parts	20,153	50,000	50,000	**50,000**
511090	Medical & Surgical Supplies	0	0	150	**0**
511110	Fuel	6,696	8,000	6,000	**5,000**
511120	Clothing	351	500	250	**1,200**
511145	Small Tools & Minor Equipment	1,926	2,150	1,000	**600**
Total	**Supplies**	**29,799**	**61,650**	**57,900**	**56,800**
520109	Medical Dental & Laboratory Services	124	309	60	**100**
520110	Management Consulting Services	15,026	636,308	328,817	**400,000**
520123	Vehicle & Motor Equipment Services	6,302	4,500	6,000	**6,000**
520765	Membership & Professional Fees	0	800	250	**200**
520805	Education & Training	0	5,150	2,500	**2,900**
521610	Voice Services	0	0	700	**500**
522720	Interfund Payroll Services	0	1,334	1,334	**800**
522721	Interfund HR Client Services	0	0	0	**4,900**
522722	KRONOS Service Chargeback	0	0	0	**200**
522795	Other Interfund Services	32,953	32,953	32,953	**29,700**
Total	**Other Services and Charges**	**54,405**	**681,354**	**372,614**	**445,300**
560220	Vehicles	45,958	92,564	92,564	**0**
Total	**Equipment**	**45,958**	**92,564**	**92,564**	**0**
	Grand Total Expenditures	**621,544**	**1,394,917**	**965,682**	**1,009,500**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : **Recycling Expansion Program**
Business Area Name : **Solid Waste Management**
Fund No./Bus. Area No. : **2305 / 2100**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	1,606,354	1,606,354	**1,744,464**
Revenues	1,122,134	1,202,280	**1,194,646**
Expenditures	1,064,170	1,064,170	**1,346,681**
Revenues Over/(Under) Expenditures	57,964	138,110	**(152,035)**
Ending Fund Balance	1,664,318	1,744,464	**1,592,429**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	1,664,318	1,744,464	**1,592,429**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The Recycling Expansion Program was created to receive funds to be used for the expansion and implementation of the City's Recycling Programs and related services including but not limited to; equipment and materials acquisition, recycling education, and hiring of staff.

Presently, the revenue generating activity is for the sale of recyclable materials sold by the City, although it is not limited to this activity.

The department's mission for the Recycling Expansion Program is to expand the recycling program to increase the convenience to the citizens and maximize the diversion of the City's waste stream by expanding the curbside recycling program to all residents using single-stream recycling.

Business Area Budget Summary

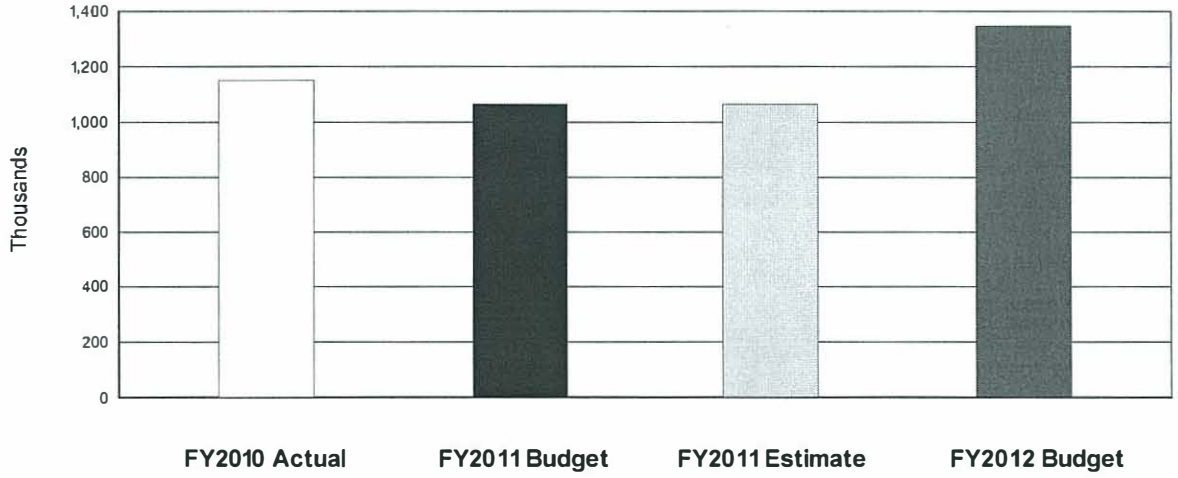
Fund Name : Recycling Expansion Program
Business Area Name : Solid Waste Management
Fund No./Bus. Area No. : 2305 / 2100

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	33,680	65,779	65,019	**286,877**
	Supplies	51,899	300,000	305,539	**5,539**
	Other Services and Charges	100	520,331	362,223	**587,571**
	Equipment	66,030	0	0	**0**
	Total M & O Expenditures	151,709	886,110	732,781	**879,987**
	Debt Service & Other Uses	1,000,000	178,060	331,389	**466,694**
	Total Expenditures	1,151,709	1,064,170	1,064,170	**1,346,681**
Revenues		1,092,821	1,122,134	1,202,280	**1,194,646**
Staffing	Full-Time Equivalents - Civilian	0.5	1.0	1.0	**4.0**
	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	0.5	1.0	1.0	**4.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o Educate and promote the recycling program to the community through the distribution of marketing materials, media ad placements, and direct mail.
- o Forge new partnerships and pilot projects with multi-family dwelling owners to divert waste from landfills and implement recycling programs.
- o Provide incentive rewards for automated curbside recycling participants through the Recycle Rewards program.

Recycling Expansion Program
Solid Waste Management
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **Recycling Expansion Program**
Business Area Name : **Solid Waste Management**
Fund No./Bus Area No. : **2305 / 2100**

Name: SWM - SW Collections -- 210009

Mission: To increase the convenience of recycling to the citizens and maximize the diversion of the city's waste stream by expanding the curbside recycling program to all residents using single stream recycling.

Goal: Expand curbside recycling collection program with automation trucks and rolling bins. Create partnerships with business management districts to incentivize small business recycling served either by city forces or private haulers.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Attend community events	199	161	**161**
Direct mail advertising/yr	240,000	120,000	**120,000**
Ads and announcements	336,000	504,000	**648,000**

Division Summary

Fund Name : Recycling Expansion Program
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 2305 / 2100

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
SWM - SW Collections 210009						
Educate and promote the recycling program to the community.	0.5	1,151,709	1.0	1,064,170	**4.0**	**1,346,681**
Total	0.5	1,151,709	1.0	1,064,170	**4.0**	**1,346,681**

Business Area Roster Summary

Fund Name : **Recycling Expansion Program**
Business Area Name : **Solid Waste Management**
Fund No./Bus Area No. : **2305 / 2100**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	0.0	1.0	1.0
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
MANAGEMENT ANALYST IV	25	0.0	1.0	1.0
WEB DESIGNER	21	0.0	1.0	1.0
Total FTEs		**1.0**	**4.0**	**3.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**1.0**	**4.0**	**3.0**

Business Area Revenue Summary

Fund Name : Recycling Expansion Program
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 2305 / 2100

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2100090004	**SWM - SW Curbside Recycle**			
432010	Interest on Pooled Investments	45,500	45,500	**45,500**
434205	Sale of Scrap Metal	91,634	119,636	**107,680**
434235	Sale of Capital Assets	950,000	1,002,144	**1,006,466**
452030	Miscellaneous Revenue	35,000	35,000	**35,000**
Total	**SWM - SW Curbside Recycle**	**1,122,134**	**1,202,280**	**1,194,646**
Total	**Solid Waste Management**	**1,122,134**	**1,202,280**	**1,194,646**

Business Area Expenditure Summary

Fund Name : Recycling Expansion Program
Business Area Name : Solid Waste Management
Fund No./Bus. Area No. : 2305 / 2100

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	25,774	49,734	49,431	**203,058**
500110	Bilingual Pay - Civilian	83	0	0	**0**
501070	Pension - Civilian	3,740	7,211	7,700	**36,550**
502010	FICA - Civilian	2,139	3,805	3,626	**15,534**
503010	Health Ins-Act Civilian	1,813	4,062	3,983	**30,473**
503015	Basic Life Insurance - Active Civilian	15	30	31	**122**
503060	Long Term Disability-Civilian	46	85	90	**340**
503090	Workers Compensation-Civilian-Admin	70	210	158	**800**
504020	Compensation Contingency	0	607	0	**0**
504030	Unemployment Claims - Administration	0	35	0	**0**
Total	**Personnel Services**	**33,680**	**65,779**	**65,019**	**286,877**
511060	Postage	0	300,000	300,000	**0**
511120	Clothing	0	0	524	**524**
511150	Miscellaneous Parts & Supplies	51,899	0	5,015	**5,015**
Total	**Supplies**	**51,899**	**300,000**	**305,539**	**5,539**
520132	Contracts/Sponsorships	0	0	0	**100,000**
520520	Printing & Reproduction Services	0	220,331	53,709	**25,000**
520605	Advertising Services	0	300,000	306,744	**410,000**
520805	Education & Training	100	0	0	**0**
521630	GIS Revolving Fund Services	0	0	0	**147**
522305	Freight Charges	0	0	28	**30**
522430	Miscellaneous Other Services & Charges	0	0	1,742	**51,800**
522721	Interfund HR Client Services	0	0	0	**558**
522722	KRONOS Service Chargeback	0	0	0	**36**
Total	**Other Services and Charges**	**100**	**520,331**	**362,223**	**587,571**
560220	Vehicles	66,030	0	0	**0**
Total	**Equipment**	**66,030**	**0**	**0**	**0**
532005	Transfers to General Fund	1,000,000	0	0	**0**
532120	Transfer to Fleet/Eq	0	178,060	331,389	**466,694**
Total	**Debt Service and Other Uses**	**1,000,000**	**178,060**	**331,389**	**466,694**
	Grand Total Expenditures	**1,151,709**	**1,064,170**	**1,064,170**	**1,346,681**

INTERNAL SERVICE FUNDS

Health Benefits XI-2

Long Term Disability XI-12

Fund Summary

Fund Name	:	**Health Benefits**
Business Area Name	:	**Human Resources**
Fund No./Bus. Area No.	:	**9000 / 8000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	3,651,960	3,651,960	**1,538,027**
Revenues	312,986,570	310,493,495	**303,702,572**
Expenditures	312,607,428	312,607,428	**304,013,102**
Revenues Over/(Under) Expenditures	379,142	(2,113,933)	**(310,530)**
Ending Fund Balance	4,031,102	1,538,027	**1,227,497**

Subsequent to a highly competitive proposal process, effective May 1, 2011, the City awarded CIGNA a three year contract with two one-year renewal options for administrative services only (ASO). The new health benefits model is composed of four plans, all of which have heavy emphasis on a wellness component, and includes; 1) a limited network HMO-type plan, 2) an open access PPO-type plan with no out-of-network coverage, 3) a Consumer Driven high deductible Health Plan (CDHP), partnered with a Health Reimbursement Account, and 4) a special plan for retirees not eligible for Medicare, mostly those under age 65, who live outside the limited network service area but who live in Texas. The Plan combines the copayment benefits of the limited plan and the network and contributions of the open access plan.

The City continues to provide six Medicare plans with five different vendors, and has made these plans mandatory for all retirees over age 65 who are eligible for Medicare. The medical plans are supported by contributions from the City and subscribers. The Fund also includes two dental plans, funded entirely by participants, a dental health maintenance organization (DHMO) and dental indemnity plan. Basic Life Insurance is paid by the City and Voluntary Life Insurance is paid by the subscribers. A Healthcare Flexible Spending Account (HFSA), in addition to the Dependent Care Account, is also in the Health Benefits Fund. Employees and the City benefit from the pre-tax advantages.

Simultaneously with implementation of the new health benefits vendor, the City changed its funding method from fully insured to self-insured. Both individual and aggregate stop-loss coverage have been purchased to limit the financial risk of catastrophic claims. Enrollment distribution in the medical plans is predicted to be 45% in the limited network plan, 45% in the open access plan, and 10% in the CDHP.

Dental Insurance

Effective May 1, 2011, the City awarded a three year contract with two one year renewal options to United Healthcare Insurance Company to provide dental benefits for employees and retirees. Participants pay the full cost for the coverage. The City retained the current plan model: a managed care (DHMO) plan and an indemnity plan with an underlying network of dentists providing discounted fees. There is no cost to the City for the dental program. Plan participants pay the full premium. FY2012 DHMO rates will increase by 3% in aggregate and indemnity rates will increase by 6%.

Life Insurance

Effective October 1, 2008, the City awarded a three year contract with two one-year renewal options to Standard Insurance Company. Standard offered the most competitive proposal to improve benefits and reduced the basic life insurance premium rate by 54%. Under such contract, the Basic Coverage is one times basic salary of the employee and the rates are guaranteed for three years and extendable for two optional years. Premiums for Basic Coverage are paid for by the City, with employees funding Voluntary Coverage.

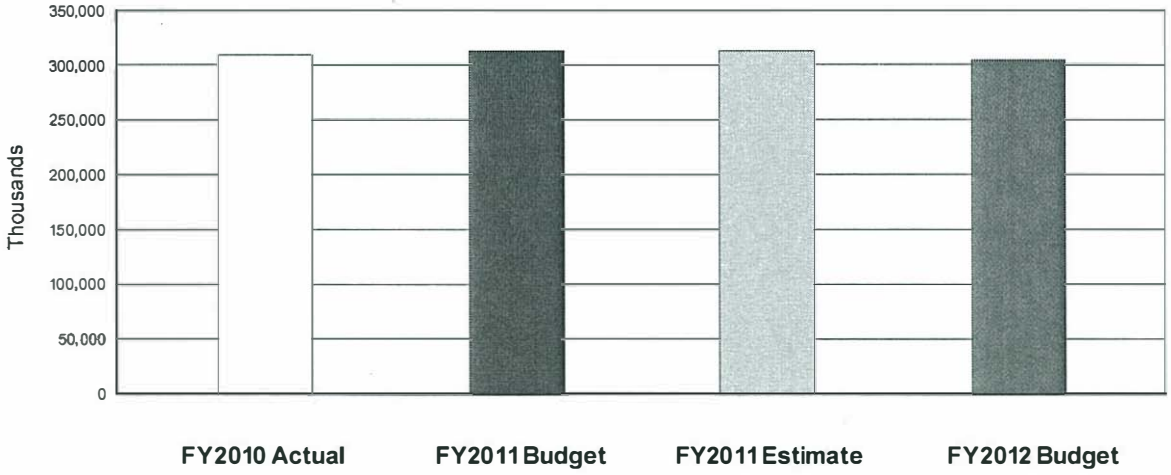
Business Area Budget Summary

Fund Name : **Health Benefits** **Business Area Name** : **Human Resources** **Fund No./Bus. Area No.** : **9000 / 8000**		**FY2010 Actual**	**FY2011 Current Budget**	**FY2011 Estimate**	**FY2012 Budget**
Expenditures	Personnel Services	2,905,581	3,375,966	3,008,688	**3,687,542**
	Supplies	56,269	112,290	103,837	**108,500**
	Other Services and Charges	306,197,724	309,105,722	309,484,203	**300,199,410**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	2,400	13,450	10,700	**17,650**
	Total M & O Expenditures	309,161,974	312,607,428	312,607,428	**304,013,102**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	309,161,974	312,607,428	312,607,428	**304,013,102**
Revenues		311,961,526	312,986,570	310,493,495	**303,702,572**
Staffing	Full-Time Equivalents - Civilian	42.5	46.3	42.3	**48.0**
	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	42.5	46.3	42.3	**48.0**
	Full-Time Equivalents - Overtime	0.2	0.1	0.1	**0.1**

Significant Budget Changes and Highlights

- o Enculturate the new health benefits provider and educate subscribers on plan design and use.
- o Incorporate and promote citywide wellness activities.
- o Establish self-insured accounting, reporting and internal controls in the fiscal aspects of the plan.
- o Analyze and monitor health improvement strategies and results.

Health Benefits
Human Resources
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

Name: HR - Benefits Administration -- 800012

Mission: Provide a Healthcare Delivery System for which the City manages current and escalating costs within the City's fiscal constraints; help members achieve health improvement by providing easy access to safe, cost-effective, high-quality healthcare and health-improvement tools that help to protect their finances against health-related risks.

Goal: Maintain and analyze health benefits delivery plan, monitor contract compliance, analyze the fund's financial status, and educate employees on how to be informed consumers of their City-sponsored health and welfare plans.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Employee education meeting	403	450	**468**
Medical Plan Retiree Opt Out	N/A	650	**770**
Process COBRA notices	1,582	1,600	**3,291**
Members Inquiries	62,722	58,000	**50,000**

Name: HR - Employee Assistance Program -- 800013

Mission: The EAP is a confidential, no cost service for City employees, retirees and their families. Encourage ongoing individual and organizational development, while contributing to the health and well-being of the City of Houston. EAP does this by providing grief counseling and coaching services, conciliation services, crisis intervention, assessment and referral, education and training programs, and supervisory staff, and team consultation.

Goal: Promote a productive workforce by reducing employee problems of a personal nature; train supervisors to recognize problem employees and refer to the EAP; and support a drug and violence free work place. Consult with managers to improve morale, productivity and workplace well being.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Supervisory training	25	315	**350**
Assess & Refer employees	789	765	**850**
Employee oriented/seminar attendance	1,564	1,537	**2,500**

Name: HR - Communications -- 800014

Mission: As a tool for employee engagement, empowerment and communication, we provide accurate information including citywide news, benefits guidance and other important, need-to-know information, recognize employees for exemplary work, and create a framework for employees to give back to the community through the Combined Municipal Campaign.

Goal: Communicate to employees their role in the organization and the importance of providing excellent customer service. Instill pride in being a city employee. Educate employees and retirees about health-care consumers. Educate employees about the importance of maintaining a healthy lifestyle. Engage employees, improve employee morale, foster teamwork and recognize employee achievements programs.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Extra Milers newsletters	3	4	**4**
Combined Muni. Campaign	1	1	**1**
Public Service Recognition	1	1	**1**
Benefits Publication	16	16	**16**
City Savvy	3	4	**4**

Division Mission and Performance Measures

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

Name: HR - Benefits Financial/Reporting -- 800015

Mission: To manage a self-insured financial system that is responsive, accurate, timely and protects the city assets.

Goal: Provide, prepare and review financial documents accurately and in a timely manner.
Post, analyze, monitor, prepare and review financial documents associated with employee/retiree benefits and long term disability.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Prepare monthly financial report	12	12	**12**
Prepare budget	1	1	**1**

Division Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HR - Benefits Administration 800012						
Administer and analyze City-sponsored benefits for employees, retirees, and their dependents.	26.3	2,113,308	26.3	2,583,074	**31.0**	**3,165,681**
HR - Employee Assistance Program 800013						
Offer confidential assessment, referral and short-term counseling to employees with personal concerns that may adversely affect work performance. Serve as a leader in compliance with the Drug Free Workplace Act. Provide consultation and education to supervisors/managers. Serve as a key resource in the prevention and management of workplace violence.	4.0	366,866	4.0	389,274	**4.0**	**412,762**
HR - Communications 800014						
Communicate to employees their roles in the organization and the importance of providing excellent customer service. Improve employee morale, foster teamwork, recognize employee achievements, inform citizens about City services.	5.0	433,943	5.0	470,280	**5.0**	**491,599**
HR - Benefits Financial/Reporting 800015						
Assist in the design, maintenance, and interpretation of management reports on operational and financial matter, prepare the budget, and monitor the various benefits plans' financial impact.	7.2	306,247,857	7.0	309,164,800	**8.0**	**299,943,060**
Total	42.5	309,161,974	42.3	312,607,428	**48.0**	**304,013,102**

Business Area Roster Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT ASSOCIATE	14	1.0	0.0	(1.0)
ACCOUNTING SERVICES SUPERVISOR	17	1.0	1.0	
ADMINISTRATIVE AIDE	10	2.0	1.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	4.0	5.0	1.0
ADMINISTRATIVE ASSOCIATE	13	1.0	1.0	
ADMINISTRATIVE COORDINATOR	24	2.0	2.0	
ADMINISTRATIVE SPECIALIST	20	2.0	2.0	
ADMINISTRATIVE SUPERVISOR	22	2.0	2.0	
ASSISTANT DIRECTOR-HUMAN RESOURCES (EXE LEV)	32	1.0	0.0	(1.0)
COMMUNICATIONS SPECIALIST SUPERVISOR	23	1.0	1.0	
CUSTOMER SERVICE CLERK	10	1.0	1.0	
CUSTOMER SERVICE REP. I	13	1.0	1.0	
CUSTOMER SERVICE REP. II	15	3.0	3.0	
DEPUTY DIRECTOR (EXE LEV)	34	1.0	2.0	1.0
DIVISION MANAGER	29	1.0	1.0	
EAP MANAGER	26	1.0	1.0	
EXECUTIVE OFFICE ASSISTANT	15	0.0	1.0	1.0
FINANCIAL ANALYST III	21	1.0	1.0	
FINANCIAL ANALYST IV	25	0.0	1.0	1.0
GRAPHIC DESIGNER	17	1.0	1.0	
HUMAN RESOURCES ASSISTANT	13	5.0	4.0	(1.0)
HUMAN RESOURCES MANAGER	27	1.0	1.0	
HUMAN RESOURCES SPECIALIST	17	1.0	1.0	
HUMAN RESOURCES SUPERVISOR	24	1.0	1.0	
MANAGEMENT ANALYST III	21	1.0	0.0	(1.0)
SENIOR CLERK	8	1.0	1.0	
SENIOR COMMUNICATIONS SPECIALIST	20	2.0	2.0	
SENIOR COUNSELOR	22	2.0	2.0	
SENIOR HUMAN RESOURCES GENERALIST	21	0.0	1.0	1.0
SENIOR STAFF ANALYST	28	1.0	2.0	1.0
STAFF ANALYST	26	3.3	4.0	0.7
SYSTEMS ACCOUNTANT III	27	1.0	1.0	
Total FTEs		**46.3**	**48.0**	**1.7**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**46.3**	**48.0**	**1.7**

Business Area Revenue Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
8000120001	**Benefits Administration**			
426330	Miscellaneous Copies Fees	0	25	**0**
429090	Medical Part D Subsidy	1,229,467	1,229,467	**0**
429095	Medicare Part D Distribution	(1,229,467)	(1,229,467)	**0**
432010	Interest on Pooled Investments	300,000	230,000	**180,000**
Total	**Benefits Administration**	**300,000**	**230,025**	**180,000**
8000150002	**HMO Blue Texas**			
424110	Other Interfund Services	0	(3,000,000)	**0**
429020	Active Employees-City Insurance Contrib.	135,831,035	135,600,366	**0**
429030	Retirees - City Insurance Contribution	38,373,727	38,198,030	**0**
429040	Active Employees-Insurance Contribution	35,376,827	35,502,527	**0**
429080	Retirees Insurance Contribution	26,353,727	26,320,236	**0**
Total	**HMO Blue Texas**	**235,935,316**	**232,621,159**	**0**
8000150003	**Texan Plus (SelectCare of Texas)**			
429030	Retirees - City Insurance Contribution	1,031,616	1,066,013	**2,043,611**
429080	Retirees Insurance Contribution	343,872	337,914	**631,544**
Total	**Texan Plus (SelectCare of Texas)**	**1,375,488**	**1,403,927**	**2,675,155**
8000150004	**Texas HealthSprings**			
429030	Retirees - City Insurance Contribution	1,146,960	1,101,954	**2,334,189**
429080	Retirees Insurance Contribution	382,320	318,838	**722,475**
Total	**Texas HealthSprings**	**1,529,280**	**1,420,792**	**3,056,664**
8000150005	**Retiree Plan A**			
429030	Retirees - City Insurance Contribution	456	224	**0**
429080	Retirees Insurance Contribution	4,875	2,776	**2,900**
Total	**Retiree Plan A**	**5,331**	**3,000**	**2,900**
8000150006	**Active Employee - PPO**			
429020	Active Employees-City Insurance Contrib.	1,891,307	1,987,169	**0**
429040	Active Employees-Insurance Contribution	2,929,854	2,100,170	**0**
429100	PPO Medical Plan - Stop Loss Reimburseme	0	491,948	**0**
Total	**Active Employee - PPO**	**4,821,161**	**4,579,287**	**0**
8000150007	**Retiree - PPO**			
429030	Retirees - City Insurance Contribution	1,456,347	1,448,517	**0**
429080	Retirees Insurance Contribution	1,979,877	1,966,426	**0**
Total	**Retiree - PPO**	**3,436,224**	**3,414,943**	**0**
8000150009	**Dental DHMO**			
429040	Active Employees-Insurance Contribution	2,882,696	2,715,993	**2,693,530**
429080	Retirees Insurance Contribution	490,670	468,329	**530,233**
Total	**Dental DHMO**	**3,373,366**	**3,184,322**	**3,223,763**
8000150010	**Dental Indemnity**			
429040	Active Employees-Insurance Contribution	4,528,997	4,500,244	**4,379,192**
429080	Retirees Insurance Contribution	1,665,224	1,612,763	**1,854,174**
Total	**Dental Indemnity**	**6,194,221**	**6,113,007**	**6,233,366**
8000150011	**Dependent Care Reimbursement**			
429050	Active Employees Dependent Care	240,000	225,000	**240,000**
8000150012	**Health Flexible Spending Account**			
429055	Active Employees-Health Flex Account	1,100,000	1,085,000	**1,200,000**
8000150013	**Employee Basic Life**			
429020	Active Employees-City Insurance Contrib.	682,577	654,193	**646,812**
8000150014	**Active Employee Voluntary Life**			
429040	Active Employees-Insurance Contribution	4,911,942	5,098,178	**5,003,909**
8000150015	**Retiree Voluntary Life $5,000**			
429080	Retirees Insurance Contribution	28,437	28,525	**30,030**
8000150016	**Aetna FFS (Fee for Service)**			

Business Area Revenue Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
429030	Retirees - City Insurance Contribution	685,587	685,575	0
429080	Retirees Insurance Contribution	229,429	229,582	0
Total	**Aetna FFS (Fee for Service)**	**915,016**	**915,157**	**0**
8000150017	**Kelsey HMO**			
429030	Retirees - City Insurance Contribution	60,480	459,123	**1,315,922**
429080	Retirees Insurance Contribution	20,160	126,673	**383,885**
Total	**Kelsey HMO**	**80,640**	**585,796**	**1,699,807**
8000150018	**Aetna PPO**			
429030	Retirees - City Insurance Contribution	59,350	59,267	0
429080	Retirees Insurance Contribution	16,717	16,815	0
Total	**Aetna PPO**	**76,067**	**76,082**	**0**
8000150019	**Kelsey POS (Point-of-Service)**			
429030	Retirees - City Insurance Contribution	55,800	170,805	**405,695**
429080	Retirees Insurance Contribution	18,600	53,173	**124,260**
Total	**Kelsey POS (Point-of-Service)**	**74,400**	**223,978**	**529,955**
8000150020	**UHC Medicare**			
429030	Retirees - City Insurance Contribution	702,240	995,988	**1,766,731**
429080	Retirees Insurance Contribution	234,080	310,729	**571,594**
Total	**UHC Medicare**	**936,320**	**1,306,717**	**2,338,325**
8000150021	**AETNA ESA PPO**			
429030	Retirees - City Insurance Contribution	862,725	1,133,920	**4,164,544**
429080	Retirees Insurance Contribution	287,575	370,003	**1,347,257**
Total	**AETNA ESA PPO**	**1,150,300**	**1,503,923**	**5,511,801**
8000150022	**CIGNA Kelseycare - EPO Limited**			
429020	Active Employees-City Insurance Contrib.	13,860,045	13,860,045	**80,565,117**
429030	Retirees - City Insurance Contribution	1,432,880	1,432,880	**9,284,345**
429040	Active Employees-Insurance Contribution	3,013,050	3,013,050	**17,502,084**
429080	Retirees Insurance Contribution	1,785,947	1,785,947	**11,550,291**
Total	**CIGNA Kelseycare - EPO Limited**	**20,091,922**	**20,091,922**	**118,901,837**
8000150023	**CIGNA Open Access Plan - EPO Full**			
429020	Active Employees-City Insurance Contrib.	13,366,557	13,366,557	**77,694,967**
429030	Retirees - City Insurance Contribution	545,182	545,182	**3,512,320**
429040	Active Employees-Insurance Contribution	4,660,050	4,660,050	**27,071,630**
429080	Retirees Insurance Contribution	2,396,580	2,396,580	**15,713,905**
Total	**CIGNA Open Access Plan - EPO Full**	**20,968,369**	**20,968,369**	**123,992,822**
8000150024	**CIGNA Consumer Driven Health Plan**			
429020	Active Employees-City Insurance Contrib.	3,121,256	3,121,256	**18,112,172**
429030	Retirees - City Insurance Contribution	354,288	354,288	**2,284,036**
429040	Active Employees-Insurance Contribution	391,338	391,338	**2,272,619**
429080	Retirees Insurance Contribution	325,180	325,180	**2,103,722**
Total	**CIGNA Consumer Driven Health Plan**	**4,192,062**	**4,192,062**	**24,772,549**
8000150025	**CIGNA - Out of Area**			
429030	Retirees - City Insurance Contribution	126,508	126,508	**770,715**
429080	Retirees Insurance Contribution	441,623	441,623	**2,692,162**
Total	**CIGNA - Out of Area**	**568,131**	**568,131**	**3,462,877**
Total	**Human Resources**	**312,986,570**	**310,493,495**	**303,702,572**

Business Area Expenditure Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus. Area No. : 9000 / 8000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	2,118,466	2,430,708	2,135,412	**2,635,502**
500030	Salary Part Time - Civilian	4,142	0	0	**0**
500060	Overtime - Civilian	10,112	6,900	6,900	**5,000**
500110	Bilingual Pay - Civilian	5,520	4,500	6,252	**6,300**
500180	Temporary Employees	0	0	500	**0**
501070	Pension - Civilian	307,235	352,452	339,661	**474,390**
501120	Termination Pay - Civilian	8,487	0	58,923	**0**
501160	Vehicle Allowance - Civilian	2,278	7,944	4,200	**7,944**
502010	FICA - Civilian	152,294	192,612	167,182	**198,778**
503010	Health Ins-Act Civilian	249,611	278,317	248,645	**321,544**
503015	Basic Life Insurance - Active Civilian	1,242	1,432	1,280	**1,567**
503050	Health/Life Insurance - Retiree Civilian	34,847	36,135	27,602	**21,217**
503060	Long Term Disability-Civilian	3,423	3,941	3,367	**4,080**
503090	Workers Compensation-Civilian-Admin	7,986	9,736	8,764	**9,600**
504020	Compensation Contingency	0	49,669	0	**0**
504030	Unemployment Claims - Administration	(62)	1,620	0	**1,620**
Total	**Personnel Services**	**2,905,581**	**3,375,966**	**3,008,688**	**3,687,542**
511040	Audiovisual Supplies	0	2,000	2,000	**2,000**
511045	Computer Supplies	12,005	19,575	15,764	**18,900**
511050	Paper & Printing Supplies	3,181	18,700	19,400	**17,900**
511055	Publications & Printed Materials	566	10,765	10,673	**5,600**
511060	Postage	28,477	35,150	34,600	**35,800**
511070	Miscellaneous Office Supplies	9,233	21,200	16,500	**16,300**
511110	Fuel	0	800	800	**1,000**
511125	Food Supplies	1,350	0	0	**0**
511150	Miscellaneous Parts & Supplies	1,457	4,100	4,100	**11,000**
Total	**Supplies**	**56,269**	**112,290**	**103,837**	**108,500**
520100	Temporary Personnel Services	6,395	6,800	3,000	**5,000**
520108	Information Resource Services	223	2,000	2,000	**2,000**
520109	Medical Dental & Laboratory Services	62	0	100	**100**
520110	Management Consulting Services	194,962	579,871	400,000	**445,000**
520114	Miscellaneous Support Services	12,874	25,000	18,700	**20,000**
520115	Real Estate Lease/Office Rental	128,210	128,210	138,210	**168,210**
520119	Computer Equipment/Software Maintenance	2,272	16,000	22,000	**7,700**
520121	IT Application Svcs	27,299	18,054	18,054	**27,465**
520122	Office Equipment Services	0	2,000	2,000	**500**
520123	Vehicle & Motor Equipment Services	0	1,900	1,900	**1,900**
520126	Construction Site Work Services	0	53,401	44,830	**10,000**
520515	Print Shop Services	82,940	15,900	16,100	**12,300**
520520	Printing & Reproduction Services	106,447	117,200	117,100	**117,400**
520605	Advertising Services	0	8,200	2,500	**2,700**
520705	Insurance Fees	633,534	682,984	654,600	**647,280**
520765	Membership & Professional Fees	3,833	5,912	5,222	**6,052**
520770	Insurance Administration Fees	246,893	310,021	202,517	**0**
520771	Cigna - Active Ins Administration Fees	0	1,358,620	1,358,620	**7,770,543**
520772	Cigna - Reti <65 Ins Administration Fees	0	267,245	288,637	**1,844,844**
520773	Cigna - Reti >65 No Med Ins Admin Fees	0	3,484	3,484	**20,894**
520774	Cigna - Reti >65 with Med Ins Admin Fees	0	7,955	7,955	**47,723**
520805	Education & Training	11,615	28,425	28,245	**25,500**
520905	Travel - Training Related	790	19,900	19,600	**8,000**
520910	Travel - Non-Training Related	1,900	3,020	4,670	**5,600**
521605	Data Services	2,929	4,192	4,192	**6,833**

Business Area Expenditure Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus. Area No. : 9000 / 8000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521610	Voice Services	16,032	24,344	28,344	**13,689**
521620	Voice Equipment	968	5,919	5,919	**1,251**
521625	Voice Labor	192	2,194	2,194	**688**
521630	GIS Revolving Fund Services	0	1,741	1,741	**1,728**
521715	Office Equipment Rental	8,833	8,500	8,500	**8,500**
521730	Parking Space Rental	26,817	30,772	31,372	**37,772**
521905	Legal Services	8,597	30,000	30,000	**30,000**
522205	Metro Commuter Passes	15,876	16,000	14,600	**16,000**
522430	Miscellaneous Other Services & Charges	8,164	6,418	15,800	**32,200**
522445	Wellness Initiative	44,893	150,000	150,000	**160,000**
522505	Employee Premiums	219,907,858	189,375,117	189,857,659	**6,443,909**
522510	Retiree Premiums	65,565,023	55,585,711	55,117,529	**15,154,086**
522520	Stop loss Premiums	514,167	590,625	388,139	**0**
522525	Cigna - Active Individual Stop Loss Fees	0	646,610	646,610	**3,859,520**
522526	Cigna - Retiree <65 Indv Stop Loss Fees	0	127,609	137,372	**916,319**
522527	Cigna - Retiree >65 No Med Indv Stop Loss Fees	0	1,652	1,652	**10,342**
522528	Cigna - Retiree >65 with Med Indv Stop Loss Fees	0	9,191	9,191	**57,539**
522530	Cigna - Active Aggregate Stop Loss Fees	0	1,420,650	1,420,650	**8,290,458**
522531	Cigna - Retiree<65 Aggregate Stop Loss Fees	0	280,368	301,818	**1,968,303**
522532	Cigna - Retiree>65 No Med Aggr Stop Loss Fees	0	3,630	3,630	**22,215**
522533	Cigna - Retiree>65 with Med Aggr Stop Loss Fees	0	20,196	20,196	**123,599**
522535	Cigna - Retiree>65 with Medi Hlth Care Acct	0	3,828	3,828	**22,967**
522536	Cigna - Retiree<65 Health Care Acct	0	54,566	54,566	**348,887**
522537	Cigna - Active Health Care Account	0	288,717	288,717	**1,651,844**
522538	Cigna - Retiree>65 No Medi Hlth Care Acct	0	700	700	**4,200**
522605	Active Employee Incurred Claims	14,766,432	11,705,622	12,072,951	**7,198,526**
522610	Retiree Insurred Claims	3,848,981	4,944,354	4,895,962	**2,458,603**
522615	Retiree "A" Medical Claims	1,713	2,382	1,018	**2,000**
522625	Cigna - Active Medical Claims Expense	0	34,152,591	34,152,591	**198,445,793**
522630	Cigna - Retiree<65 Medical Claims Expense	0	5,402,019	5,909,316	**38,410,701**
522635	Cigna - Retiree>65 No Med Medical Claims Expens	0	147,346	147,346	**897,930**
522640	Cigna - Retiree>65 with Med Medical Claims	0	393,556	393,556	**2,398,341**
522722	KRONOS Service Chargeback	0	0	0	**1,456**
522780	Interfund Photo Copy Services	0	6,500	6,500	**6,500**
Total	**Other Services and Charges**	**306,197,724**	**309,105,722**	**309,484,203**	**300,199,410**
551010	Non-Capital Office Furniture & Equipment	0	7,000	5,000	**8,500**
551015	Non-Capital Computer Equipment	2,400	4,950	4,200	**7,150**
551020	Non-Capital Communication Equipment	0	1,500	1,500	**2,000**
Total	**Non-Capital Equipment**	**2,400**	**13,450**	**10,700**	**17,650**
	Grand Total Expenditures	**309,161,974**	**312,607,428**	**312,607,428**	**304,013,102**

Fund Summary

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus. Area No. : 9001 / 8000

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	2,222,401	2,222,401	**336,212**
Revenues	1,568,924	190,000	**1,290,679**
Expenditures	2,076,189	2,076,189	**1,413,124**
Revenues Over/(Under) Expenditures	(507,265)	(1,886,189)	**(122,445)**
Ending Fund Balance	1,715,136	336,212	**213,767**

The Long Term Disability (LTD) plan is a self-insured program which is accounted for as an internal service fund. The plan was established in 1985 and modified several times since then. In 2001, classified police officers were removed from the plan as a result of Meet and Confer negotiations, which replaced their disability plan with a Paid Time Off (PTO) program. Effective September 1, 2008, each new permanent full time employee (other than classified police officers) is eligible for LTD coverage after one year of employment (previously two years).

The plan is actuarially funded, which means that each year's expenditures are a combination of current payments to disabled employees and an amount needed to ensure the long-term financial soundness of the fund. An independent actuary makes a determination of the most likely future trends in expenditures and investment return and suggests an appropriate contribution.

The Human Resources Department administers the plan and coordinates benefits to disabled employees in a way to avoid possible duplication of benefits with other insurance programs. A third-party administrator determines eligibility and pays claims.

Like all internal service funds, the Long Term Disability Fund derives its revenue from other City departments by transfer, through premium charges contained in each department's budget (GL expense acct 503060 & 503061). These premium charges cover the actuarially-determined contributions as discussed above plus an amount for third-party administrative fees.

Business Area Budget Summary

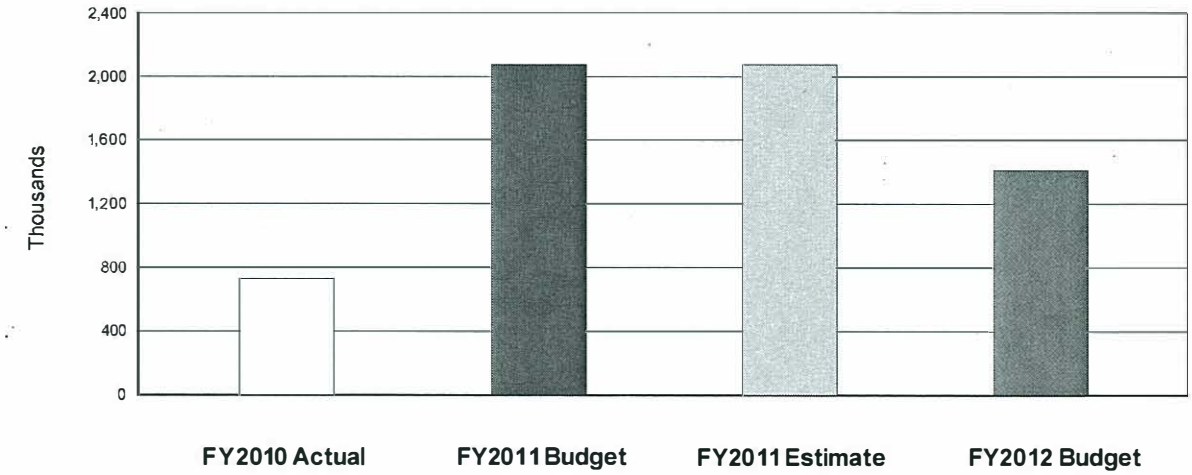
Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus. Area No. : 9001 / 8000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Other Services and Charges	728,232	1,360,250	1,360,250	**1,413,124**
	Total M & O Expenditures	728,232	1,360,250	1,360,250	**1,413,124**
	Debt Service & Other Uses	0	715,939	715,939	**0**
	Total Expenditures	728,232	2,076,189	2,076,189	**1,413,124**
Revenues		1,548,867	1,568,924	190,000	**1,290,679**
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

- The FY2012 Budget continues funding on a full accrual basis supported by actuarial valuation and includes benefits for eligible employees in the Long Term Disability (LTD) program.
- The FY2012 contributions from City departments are based on FY2011 contribution rate of $7.06/month per eligible employee. The FY2012 average eligible employee base is estimated at 13,110 employees.
- The plan includes a $2,000,000 fund balance reduction attributable to favorable claim activity that enabled the fund to provide savings to departments.

Long Term Disability
Human Resources
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus Area No. : 9001 / 8000

Name: Benefits Administration -- 800012

Mission: Administer, analyze, and fund the City's Long-Term Disability Plan for eligible employees.

Goal: Provide benefits to employees as required by the Plan.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Manage LTD claimants	192	200	**200**
Actuarial valuation	1	1	**1**

Division Summary

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus Area No. : 9001 / 8000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Benefits Administration 800012						
Process long-term disability claims for eligible employees. The claim costs are actuarially determined.	0.0	728,232	0.0	2,076,189	**0.0**	**1,413,124**
Total	0.0	728,232	0.0	2,076,189	**0.0**	**1,413,124**

Business Area Revenue Summary

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus Area No. : 9001 / 8000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
8000120001	**Benefits Administration**			
424110	Other Interfund Services	0	(1,284,061)	**0**
429010	Interfund Billing - Long Term Disability	1,308,924	1,284,061	**1,110,679**
432010	Interest on Pooled Investments	260,000	190,000	**180,000**
Total	**Benefits Administration**	**1,568,924**	**190,000**	**1,290,679**
Total	**Human Resources**	**1,568,924**	**190,000**	**1,290,679**

Business Area Expenditure Summary

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus. Area No. : 9001 / 8000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520104	Claims Payment Services	133,984	145,000	145,000	**170,000**
520110	Management Consulting Services	14,500	15,250	15,250	**57,800**
522605	Active Employee Incurred Claims	579,748	1,200,000	1,200,000	**1,185,324**
Total	**Other Services and Charges**	**728,232**	**1,360,250**	**1,360,250**	**1,413,124**
531135	Interfund Transfers	0	715,939	715,939	**0**
Total	**Debt Service and Other Uses**	**0**	**715,939**	**715,939**	**0**
	Grand Total Expenditures	**728,232**	**2,076,189**	**2,076,189**	**1,413,124**


CITY OF HOUSTON
TEXAS

SERVICE CHARGEBACK FUNDS

In-House Renovation XII-2

Fleet Management XII-10

Property and Casualty XII-26

Workers' Compensation XII-42

Central Services XII-56

Project Cost Recovery XII-88

Fund Summary

Fund Name : **In-House Renovation**
Business Area Name : **General Services**
Fund No./Bus. Area No. : **1003 / 2500**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	21,161	21,161	**21,161**
Revenues	3,137,819	3,137,819	**3,506,302**
Expenditures	3,137,819	3,137,819	**3,506,302**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	21,161	21,161	**21,161**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	21,161	21,161	**21,161**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The In-House Renovation Fund was established in March 1993 to fund renovations and reconstructions of fire stations and facilities. The program, Fire Stations-to-Standard, includes facilities that are completely renovated to a standard that provides an adequate working and living environment for Fire Fighters, as well as support staff. Costs will be collected in this fund and billed to bond funds for those projects that result in permanent improvements to facilities (i.e. fire stations and facilities must have an extended and useful life of more than twelve years to qualify).

The FY2012 Budget includes funding to renovate and/or reconstruct fire stations and facilities, and manage construction of various HFD CIP projects.

The long-term goal is to bring all fire stations and city facilities up to energy efficiency standards.

Business Area Budget Summary

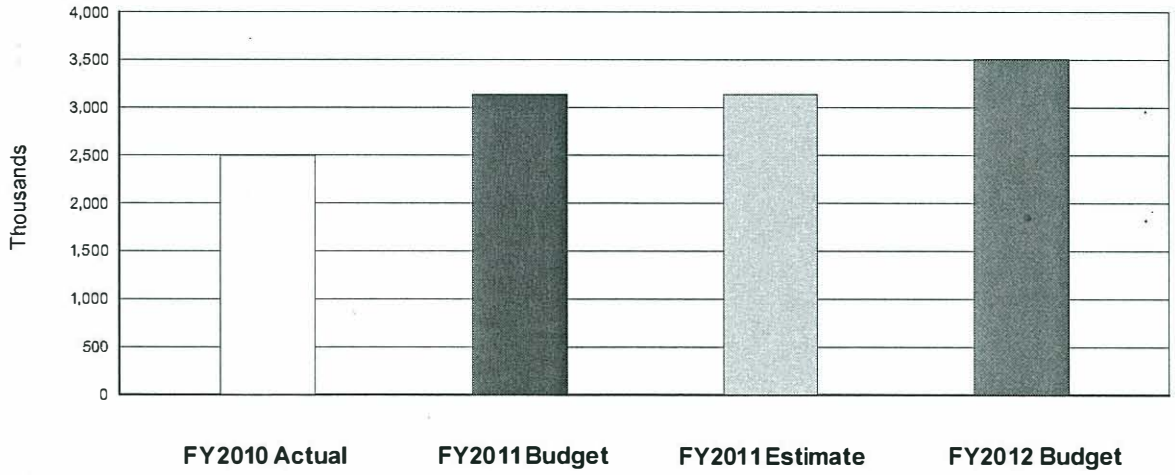
Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus. Area No. : 1003 / 2500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	1,525,905	1,958,090	1,958,090	**2,150,168**
	Supplies	324,205	539,410	539,410	**507,467**
	Other Services and Charges	648,716	640,319	640,319	**848,667**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	2,498,826	3,137,819	3,137,819	**3,506,302**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	2,498,826	3,137,819	3,137,819	**3,506,302**
Revenues		2,498,826	3,137,819	3,137,819	**3,506,302**
Staffing	Full-Time Equivalents - Civilian	27.8	30.0	28.0	**30.0**
	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	27.8	30.0	28.0	**30.0**
	Full-Time Equivalents - Overtime	1.0	0.3	0.3	**0.1**

Significant Budget Changes and Highlights

- o Complete full renovation of Fire Station 56
- o Utilize our In-House Renovation Team on projects that produce cost savings versus contractors.

In-House Renovation
General Services
Expenditure Summary



Division Mission and Performance Measures

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

Name: GSD - Design & Constr - Sustainability -- 250003

Mission: To identify and implement energy conservation measures in City facilities.

Goal: Identify funding to implement recommendations from energy audits of City facilities.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Facilities Audited	N/A	N/A	**155**

Name: GSD - In-House Renovation -- 250005

Mission: To become the "provider of choice" by delivering quality maintenance, repair and renovation services to our clients which allows them to focus on their core businesses.

Goal: 1) Renovate/reconstruct Fire Stations 25 and 30. 2) Understand best practices in building renovations to establish baselines for future data tracking. 3) Assess facilities to gain an understanding of building conditions and renovations needed. 4) Prioritize list and begin process of improving facilities. 5) Work with the Sustainability Division to implement energy efficiency measures in renovations.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Customer Service Rating	N/A	N/A	**4.25**
Sq. Ft. Renovation HFD	20,015	25,320	**20,000**
Sq. Ft. Renovation Other	29,000	13,565	**15,000**
Lost time No. Indicators	3	1	**1**

Division Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
GSD - Design & Constr - Sustainability 250003						
Perform energy audits at city owned facilities.	0.0	0	0.0	0	**0.0**	**200,000**
GSD - In-House Renovation 250005						
In-house staff perform capital improvements to various city facilities and emergency repairs affecting life safety issues, including the renovation and re-construction of fire stations and other work space renovations, build-outs, upgrades, structural issues and expansion needs requested by client departments.	27.8	2,498,826	28.0	3,137,819	**30.0**	**3,306,302**
Total	27.8	2,498,826	28.0	3,137,819	**30.0**	**3,506,302**

Business Area Roster Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
CARPENTER LEADER	19	3.0	3.0	
CHIEF STATIONARY ENGINEER	19	1.0	1.0	
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	
ELECTRICAL SUPERVISOR	24	1.0	1.0	
ELECTRICIAN	18	4.0	4.0	
MAINTENANCE MECHANIC III	14	16.0	15.0	(1.0)
MAINTENANCE SUPERVISOR	16	1.0	2.0	1.0
PAINTER LEADER	15	1.0	0.0	(1.0)
PLUMBER LEADER	18	1.0	1.0	
SUPERINTENDENT	24	1.0	2.0	1.0
Total FTEs		**30.0**	**30.0**	**0.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**30.0**	**30.0**	**0.0**

Business Area Revenue Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2500030001	**GSD - Design & Constr**			
452020	Recoveries & Refunds	0	0	**200,000**
2500050001	**GSD - In-House Renovation**			
425100	Indirect Cost Recovery-Other	137,819	137,819	**306,302**
452020	Recoveries & Refunds	3,000,000	3,000,000	**3,000,000**
Total	**GSD - In-House Renovation**	**3,137,819**	**3,137,819**	**3,306,302**
Total	**General Services**	**3,137,819**	**3,137,819**	**3,506,302**

Business Area Expenditure Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus. Area No. : 1003 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	964,868	1,285,825	1,285,825	**1,340,731**
500060	Overtime - Civilian	17,147	40,000	40,000	**10,000**
500110	Bilingual Pay - Civilian	904	1,807	1,807	**0**
501070	Pension - Civilian	176,650	190,707	190,707	**241,329**
501120	Termination Pay - Civilian	0	35,382	35,382	**0**
502010	FICA - Civilian	90,429	100,127	100,127	**103,334**
503010	Health Ins-Act Civilian	224,775	241,860	241,860	**292,678**
503015	Basic Life Insurance - Active Civilian	704	782	782	**796**
503050	Health/Life Insurance - Retiree Civilian	11,037	14,000	14,000	**14,000**
503060	Long Term Disability-Civilian	2,379	2,550	2,550	**2,550**
503090	Workers Compensation-Civilian-Admin	5,066	6,300	6,300	**6,000**
503100	Workers Compensation-Civilian-Claim	26,880	37,700	37,700	**137,700**
504030	Unemployment Claims - Administration	5,066	1,050	1,050	**1,050**
Total	**Personnel Services**	**1,525,905**	**1,958,090**	**1,958,090**	**2,150,168**
511010	Chemical Gases & Special Fluids	0	3,000	3,000	**0**
511015	Cleaning & Sanitary Supplies	138	0	0	**0**
511020	Construction Materials	102,872	183,857	183,857	**184,000**
511025	Electrical Hardware & Parts	50,808	124,005	124,005	**124,000**
511030	Mechanical Hardware & Parts	2,974	7,011	7,011	**7,000**
511035	Meters Hydrants & Plumbing Supplies	46,053	76,709	76,709	**65,967**
511045	Computer Supplies	0	5,000	5,000	**0**
511050	Paper & Printing Supplies	1,937	108	108	**0**
511070	Miscellaneous Office Supplies	16,729	4,703	7,703	**5,000**
511095	Small Technical & Scientific Equipment	3,052	0	0	**0**
511110	Fuel	429	15,000	15,000	**5,000**
511115	Vehicle Repair & Maintenance Supplies	1,335	4,562	4,562	**4,500**
511120	Clothing	0	810	810	**0**
511145	Small Tools & Minor Equipment	7,802	12,000	12,000	**12,000**
511150	Miscellaneous Parts & Supplies	90,076	102,645	99,645	**100,000**
Total	**Supplies**	**324,205**	**539,410**	**539,410**	**507,467**
520100	Temporary Personnel Services	92,462	5,638	5,368	**0**
520101	Janitorial Services	2,337	5,000	5,000	**5,000**
520105	Accounting & Auditing Services	0	0	0	**200,000**
520106	Architectural Services	18,225	53,302	53,302	**80,000**
520109	Medical Dental & Laboratory Services	0	100	100	**100**
520118	Refuse Disposal	0	6,000	6,000	**5,000**
520120	Communications Equipment Services	16,033	20,000	20,000	**20,000**
520123	Vehicle & Motor Equipment Services	22,790	25,000	25,000	**20,000**
520124	Other Equipment Services	102	2,000	2,000	**2,000**
520126	Construction Site Work Services	18,470	40,000	40,000	**40,000**
520127	Structural Construction Work Services	0	1,000	1,000	**1,000**
520128	Other Construction Work Services	123,079	60,500	90,500	**60,500**
520141	Engineering Services	30,116	60,071	60,071	**66,767**
520520	Printing & Reproduction Services	3,454	3,500	3,500	**3,500**
520710	State/Federal Inspection Fees	0	500	500	**0**
520765	Membership & Professional Fees	1,400	1,790	1,790	**1,000**
520805	Education & Training	190	310	310	**300**
521405	Building Maintenance Services	287,608	314,460	284,311	**315,000**
521415	Land and Grounds Maintenance	0	3,800	3,800	**4,000**
521610	Voice Services	0	1,100	1,100	**1,000**
521620	Voice Equipment	3,119	1,094	1,094	**1,000**
521630	GIS Revolving Fund Services	0	1,140	1,140	**0**

Business Area Expenditure Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus. Area No. : 1003 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521705	Vehicle/Equipment Rental/Lease	1,549	0	419	**0**
521725	Other Rental	2,701	11,480	11,480	**2,500**
522305	Freight Charges	0	100	100	**0**
522430	Miscellaneous Other Services & Charges	25,081	21,579	21,579	**20,000**
522760	Interfund Billing & Collection Service	0	855	855	**0**
Total	**Other Services and Charges**	**648,716**	**640,319**	**640,319**	**848,667**
	Grand Total Expenditures	**2,498,826**	**3,137,819**	**3,137,819**	**3,506,302**

Fund Summary

Fund Name : Fleet Management Fund
Fund No./Bus. Area No. : 1005 / 2000 / 6700

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**0**
Revenues	25,821,921	24,461,562	**79,332,252**
Expenditures	25,821,921	24,461,562	**79,332,252**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	0	0	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate, and the FY2012 Budget for the Fleet Management Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Fleet Maintenance Branch of the Department of Public Works & Engineering coordinates the maintenance operation for a mixed fleet of 4,600 units (e.g., automotive, trucks, commercial construction equipment, and ancillary equipment). The Branch maintains vehicles and equipment for all or part of seventeen city departments. The budget provides funding for maintenance activities performed at eight maintenance shops. All services are billed to customer organizations via the M5 Fleet Management System.

The primary areas of focus for the Fleet Maintenance Branch are:

o Promote safety in the workplace.
o Improve efficiency by aggressively promoting automotive certifications and training for technical support personnel.
o Seek areas to competitively bid services and outsource work.
o Modify services to better achieve customer's current requirements and long-term goals.
o Improve methodology and quality of data entry to the M5 Fleet Management System.
o Constantly strive to be as cost effective as possible while maintaining the highest levels of services.

Additionally the Fleet Maintenance Operations for Fire, Police, Solid Waste, and Parks Departments are consolidated in FY2012.

This is part of a citywide initiative to improve the efficiency and administration of Fleet Management.

Business Area Budget Summary

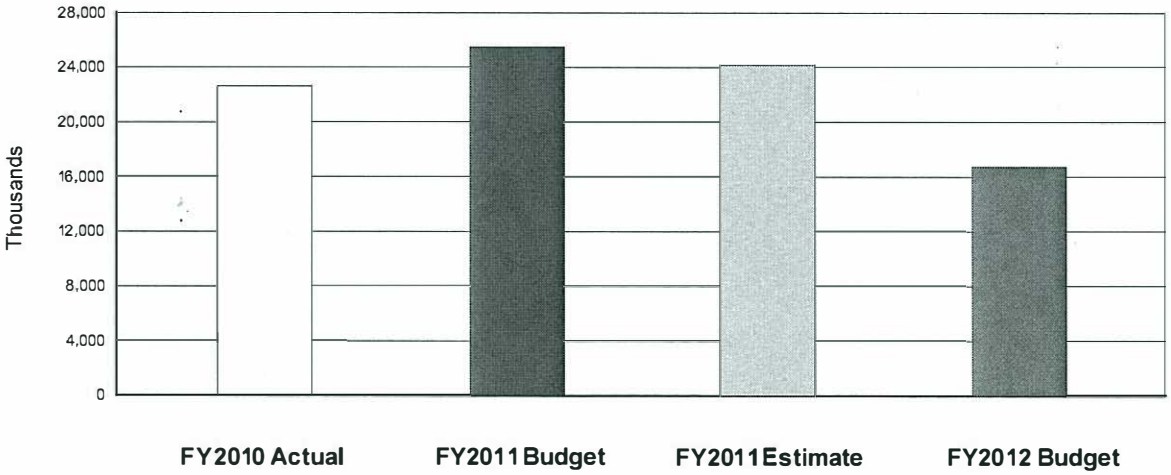
Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1005 / 2000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	6,582,143	7,181,532	6,581,131	**7,143,600**
	Supplies	12,724,274	14,489,200	13,796,150	**5,747,200**
	Other Services and Charges	3,337,561	3,815,890	3,748,982	**3,815,500**
	Non-Capital Equipment	0	35,299	35,299	**35,300**
	Total M & O Expenditures	22,643,978	25,521,921	24,161,562	**16,741,600**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	22,643,978	25,521,921	24,161,562	**16,741,600**
Revenues		22,643,978	25,521,921	24,161,562	**16,741,600**
Staffing	Full-Time Equivalents - Civilian	94.8	96.9	90.6	**92.0**
	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	94.8	96.9	90.6	**92.0**
	Full-Time Equivalents - Overtime	4.7	8.5	7.3	**8.1**

Significant Budget Changes and Highlights

- o Continue to improve operations at new facilities at 100 Japhet, 5500 McCarty, and 1700 E. Crosstimbers.
- o Enhance the level of preventive maintenance (PM) by re-establishing regular meetings with vehicle coordinators (17 departments) to review PM reports, schedule PM, and provide operational suggestions for improvement.
- o Improve effectiveness of operation by updating diagnostic equipment and provide mechanic training. Meet with departmental vehicle coordinators to evaluate individual department equipment needs.
- o The billable labor rate is $84.86 (an increase of $18.45 from FY2011).
- o Continue service life project for heavy/medium units.
- o The decrease in the FY2012 Budget is related to a reduction in fuel as a result of the Fleet Consolidation of the PW&E fuel function.

Fleet Management Fund
Public Works & Engineering
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1005 / 2000

Name: R.O.W/Fleet Maintenance -- 200001

Mission: Maintain vehicles for PW&E and other City departments with minimum downtime.

Goal: 1. Reduce equipment downtime.
2. Be efficient and provide quality customer services in our daily operation.
3. Minimize fleet maintenance cost.
4. Meet performance measures.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Vehicle availability rate	95.0%	94.0%	**95.0%**
Average repair time (days)	4.9	4.5	**5.0**
Fleet operations supported	100%	100%	**100%**
Lubes performed	6,400	6,000	**6,000**
Labor hours billed	100,819	95,500	**99,000**

Division Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1005 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
R.O.W/Fleet Maintenance 200001						
Deliver high quality services, in a safe and timely manner, that provide for excellent maintenance of PW&E's and other City Departments' vehicles and equipment.	94.8	22,643,978	90.6	24,161,562	**92.0**	**16,741,600**
Total	94.8	22,643,978	90.6	24,161,562	**92.0**	**16,741,600**

Business Area Roster Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1005 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE AIDE	10	1.0	1.0	
ADMINISTRATIVE ASSISTANT	17	2.0	1.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
AUTOMOTIVE SERVICE WRITER	15	1.0	1.0	
DIVISION MANAGER	29	1.0	1.0	
EQUIPMENT WORKER	13	1.0	0.0	(1.0)
MECHANIC I	11	8.0	7.0	(1.0)
MECHANIC II	15	16.0	16.0	
MECHANIC III	19	47.0	46.0	(1.0)
PROCUREMENT SPECIALIST	24	3.0	3.0	
SENIOR INVENTORY MANAGEMENT CLERK	12	2.0	2.0	
SENIOR PROCUREMENT SPECIALIST	27	1.0	1.0	
SHOP MANAGER	23	10.0	10.0	
STAFF ANALYST	26	1.0	1.0	
SUPERINTENDENT	24	2.0	2.0	
SYSTEMS ACCOUNTANT III	27	1.0	1.0	
Total FTEs		**99.0**	**95.0**	**(4.0)**
Less adjustment for Civilian Vacancy Factor		**2.1**	**3.0**	**0.9**
Full-Time Equivalents		**96.9**	**92.0**	**(4.9)**

Business Area Revenue Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1005 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000010015	**PWE - Fleet Maintenance Direct**			
424120	Interfund Vehicle Fuel	8,786,564	7,708,003	**0**
424130	Interfund Vehicle Repair	10,034,474	10,034,474	**8,300,000**
432010	Interest on Pooled Investments	40,000	35,607	**40,000**
434505	Prior Year Expenditure Recovery	0	2,505	**0**
452020	Recoveries & Refunds	0	2,500	**0**
457040	Interfund Fleet Maintenance	6,660,883	6,378,473	**8,401,600**
Total	**PWE - Fleet Maintenance Direct**	**25,521,921**	**24,161,562**	**16,741,600**
Total	**Public Works & Engineering**	**25,521,921**	**24,161,562**	**16,741,600**

Business Area Expenditure Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1005 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	4,031,149	4,260,123	3,926,014	**4,049,292**
500030	Salary Part Time - Civilian	152	0	0	**0**
500060	Overtime - Civilian	283,577	492,399	423,496	**491,552**
500090	Premium Pay - Civilian	348	10,000	0	**10,000**
500210	Pay for Performance-Municipal	0	3,364	3,364	**0**
501070	Pension - Civilian	587,256	617,679	602,150	**728,683**
501120	Termination Pay - Civilian	154,473	126,129	126,129	**126,129**
501160	Vehicle Allowance - Civilian	0	0	1,200	**0**
502010	FICA - Civilian	320,057	363,779	331,997	**347,284**
503010	Health Ins-Act Civilian	742,594	793,131	749,003	**878,243**
503015	Basic Life Insurance - Active Civilian	(725)	2,493	2,290	**2,392**
503050	Health/Life Insurance - Retiree Civilian	395,282	403,617	362,727	**403,619**
503060	Long Term Disability-Civilian	7,109	8,237	6,994	**7,820**
503090	Workers Compensation-Civilian-Admin	17,250	20,349	19,273	**18,399**
503100	Workers Compensation-Civilian-Claim	31,881	71,474	17,736	**71,474**
504030	Unemployment Claims - Administration	11,740	8,758	8,758	**8,713**
Total	**Personnel Services**	**6,582,143**	**7,181,532**	**6,581,131**	**7,143,600**
511010	Chemical Gases & Special Fluids	5,052	6,700	6,700	**6,700**
511015	Cleaning & Sanitary Supplies	6,293	22,000	11,000	**22,000**
511020	Construction Materials	2,356	12,800	6,400	**12,800**
511025	Electrical Hardware & Parts	13,175	9,000	4,500	**9,000**
511030	Mechanical Hardware & Parts	404	3,500	3,500	**3,500**
511035	Meters Hydrants & Plumbing Supplies	0	2,900	1,450	**2,900**
511040	Audiovisual Supplies	230	400	400	**400**
511045	Computer Supplies	1,004	32,500	16,000	**32,500**
511050	Paper & Printing Supplies	6,713	6,500	6,500	**6,500**
511055	Publications & Printed Materials	95	2,100	2,100	**2,100**
511060	Postage	53	100	100	**100**
511070	Miscellaneous Office Supplies	17,861	21,200	18,000	**21,200**
511085	Drugs & Medical Chemicals	0	0	7	**0**
511090	Medical & Surgical Supplies	2,162	4,200	4,200	**4,200**
511095	Small Technical & Scientific Equipment	33	6,000	6,000	**6,000**
511110	Fuel	6,825,845	7,842,000	7,391,993	**100,000**
511115	Vehicle Repair & Maintenance Supplies	5,774,355	6,400,000	6,200,000	**5,400,000**
511120	Clothing	11,366	19,300	19,300	**19,300**
511125	Food Supplies	5,695	4,000	4,000	**4,000**
511145	Small Tools & Minor Equipment	28,649	44,000	44,000	**44,000**
511150	Miscellaneous Parts & Supplies	22,933	50,000	50,000	**50,000**
Total	**Supplies**	**12,724,274**	**14,489,200**	**13,796,150**	**5,747,200**
520100	Temporary Personnel Services	0	10,000	5,000	**10,000**
520101	Janitorial Services	44,031	48,000	48,000	**68,000**
520102	Security Services	108,835	139,000	139,000	**89,000**
520108	Information Resource Services	770	0	0	**0**
520109	Medical Dental & Laboratory Services	3,000	3,900	3,900	**3,900**
520110	Management Consulting Services	0	900	900	**0**
520115	Real Estate Lease/Office Rental	40,575	55,000	55,000	**21,100**
520118	Refuse Disposal	5,947	15,500	23,500	**16,400**
520121	IT Application Svcs	6,307	6,800	6,800	**6,800**
520123	Vehicle & Motor Equipment Services	2,710,631	2,946,400	2,846,352	**2,900,000**
520124	Other Equipment Services	28,296	36,700	56,700	**56,700**
520126	Construction Site Work Services	1,757	4,800	4,800	**4,800**
520510	Mail/Delivery Services	76	0	0	**0**

Business Area Expenditure Summary

Fund Name : **Fleet Management Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **1005 / 2000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520515	Print Shop Services	8,031	9,400	4,700	**9,400**
520765	Membership & Professional Fees	1,910	2,800	2,800	**2,800**
520805	Education & Training	9,336	28,800	14,400	**28,800**
520815	Tuition Reimbursement	2,815	0	0	**0**
520905	Travel - Training Related	1,242	11,900	11,900	**11,900**
520910	Travel - Non-Training Related	108	0	0	**0**
521405	Building Maintenance Services	146,262	151,200	151,200	**151,200**
521410	Sewer Services	9,895	6,200	12,248	**6,200**
521505	Electricity	134,668	208,600	199,239	**208,600**
521510	Natural Gas	20,314	16,200	32,200	**20,400**
521605	Data Services	19,087	27,280	27,280	**44,600**
521610	Voice Services	12,992	10,500	10,500	**10,200**
521620	Voice Equipment	0	700	700	**200**
521625	Voice Labor	139	0	0	**100**
521630	GIS Revolving Fund Services	0	18,500	18,500	**18,300**
521705	Vehicle/Equipment Rental/Lease	385	400	400	**400**
521715	Office Equipment Rental	5,455	6,000	6,000	**6,000**
521730	Parking Space Rental	2,916	6,800	18,353	**6,800**
521905	Legal Services	0	200	200	**200**
521910	Legal Svcs - Crt Report	0	200	200	**200**
522205	Metro Commuter Passes	2,100	4,000	4,000	**4,000**
522430	Miscellaneous Other Services & Charges	5,991	15,500	20,500	**15,500**
522720	Interfund Payroll Services	0	20,010	20,010	**12,100**
522721	Interfund HR Client Services	0	0	0	**73,900**
522722	KRONOS Service Chargeback	0	0	0	**3,300**
522735	Interfund Communication Equipment Repair	3,690	3,700	3,700	**3,700**
Total	**Other Services and Charges**	**3,337,561**	**3,815,890**	**3,748,982**	**3,815,500**
551015	Non-Capital Computer Equipment	0	17,299	17,299	**17,300**
551020	Non-Capital Communication Equipment	0	18,000	18,000	**18,000**
Total	**Non-Capital Equipment**	**0**	**35,299**	**35,299**	**35,300**
	Grand Total Expenditures	**22,643,978**	**25,521,921**	**24,161,562**	**16,741,600**


CITY OF HOUSTON
TEXAS

Business Area Budget Summary

Fund Name : Fleet Management Fund
Business Area Name : Fleet Management Department
Fund No./Bus. Area No. : 1005 / 6700

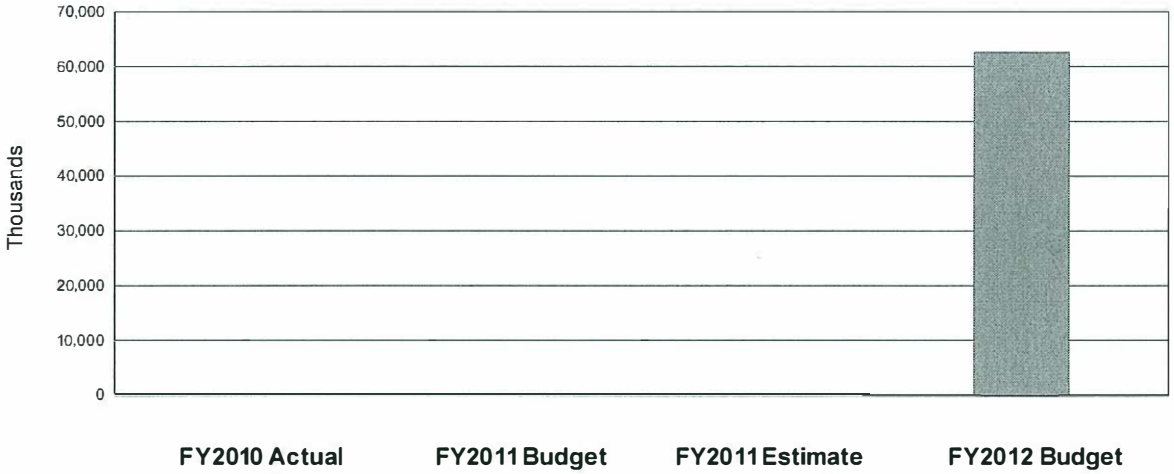
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	157,350	157,350	**18,430,485**
	Supplies	0	2,000	2,000	**41,221,267**
	Other Services and Charges	0	36,635	36,635	**2,938,900**
	Non-Capital Equipment	0	104,015	104,015	**0**
	Total M & O Expenditures	0	300,000	300,000	**62,590,652**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	0	300,000	300,000	**62,590,652**
Revenues		0	300,000	300,000	**62,590,652**
Staffing	Full-Time Equivalents - Civilian	0.0	1.5	1.5	**273.9**
	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	1.5	1.5	**273.9**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**10.2**

Significant Budget Changes and Highlights

The FY2012 budget consolidates the Fleet Maintenance Operations of the Fire, Police, Solid Waste, and Parks Departments and includes the following:

- o 197 mechanics
- o 77 Administrative and Support personnel
- o Implementation of NAPA as the strategic parts vendor
- o Fleet maintenance supplies and services of approximately $13.3M
- o Citywide fuel of approximately $30.9M

Fleet Management Fund
Fleet Management Department
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Fleet Management Fund
Business Area Name : Fleet Management Department
Fund No./Bus Area No. : 1005 / 6700

Name: FMD - Director's Office -- 670001

Mission: Maximize the use and value of the City's vehicle assets. We will accomplish this by partnering with departments to provide quality services and reliable, safe, and environmentally efficient vehicles in a cost effective and transparent manner.

Goal: Provide management and support to Finance, Business, and Operations divisions. Provide financial oversight and support to all Fleet divisions through accounts payable, budget, and contract administration functions.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
On time vendor payment	N/A	N/A	**95%**

Name: FMD - Fleet Operation -- 670002

Mission: Maintain a fleet of over 13,000 vehicles and pieces of equipment utilizing 21 separate repair facilities at various locations within the City. Out-source selected repairs to specialized vendors when necessary. Perform customer service with our partnering departments within the City. Provide leadership and administrative support to over 250 FTEs including Fleet Coordinators, Shop Managers, Mechanics, Service Writers, and Customer Service Reps.

Goal: Maintain effective maintenance programs, utilizing in-house resources. Maintain effective maintenance repairs and warranty programs, utilizing outside vendors. Conduct effective customer service for partnering departments.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
PM service w/in tolerance	N/A	N/A	**90%**
Direct labor charging	N/A	N/A	**65%**
Labor hours billed	N/A	N/A	**266,000**

Name: FMD - Fleet Administration -- 670003

Mission: Provide strategic business services for the department that include asset management, fuel management, parts vendor relationship management, and data analysis and reporting.

Goal: To successfully consolidate and launch the business services and functions for the division ensuring the highest quality service and data analysis used in the decision making process for the department.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Daily fuel compliance	N/A	N/A	**100%**
NAPA compliance	N/A	N/A	**100%**

Division Summary

Fund Name : Fleet Management Fund
Business Area Name : Fleet Management Department
Fund No./Bus Area No. : 1005 / 6700

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
FMD - Director's Office 670001						
Instrumental in the overall success of the department by providing guidance on administrative, financial, and operational issues including the long term vision for the City's overall fleet.	0.0	0	1.5	300,000	**7.0**	**1,187,695**
FMD - Fleet Operation 670002						
Primary responsiblity is to maintain and repair all fleet equipment.	0.0	0	0.0	0	**246.9**	**28,455,225**
FMD - Fleet Administration 670003						
Responsible for asset management, fuel management, parts vendor relationship management and data analysis and reporting.	0.0	0	0.0	0	**20.0**	**32,947,732**
Total	0.0	0	1.5	300,000	**273.9**	**62,590,652**

Business Area Roster Summary

Fund Name : **Fleet Management Fund**
Business Area Name : **Fleet Management Department**
Fund No./Bus Area No. : **1005 / 6700**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	0.0	1.0	1.0
ACCOUNTANT ASSOCIATE	14	0.0	1.0	1.0
ADMINISTRATION MANAGER	26	0.0	2.0	2.0
ADMINISTRATIVE ASSISTANT	17	0.0	5.0	5.0
ADMINISTRATIVE COORDINATOR	24	0.0	3.0	3.0
ADMINISTRATIVE SPECIALIST	20	0.0	2.0	2.0
ADMINISTRATIVE SUPERVISOR	22	0.0	1.0	1.0
AUTOMOTIVE SERVICE WRITER	15	0.0	8.0	8.0
CONTRACT ADMINISTRATOR	22	0.0	1.0	1.0
CUSTOMER SERVICE REP. II	15	0.0	2.0	2.0
CUSTOMER SERVICE REP. III	16	0.0	1.0	1.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	0.0	2.0	2.0
DEPUTY DIRECTOR (EXE LEV)	34	1.0	1.0	
DIVISION MANAGER	29	0.0	4.0	4.0
EXECUTIVE OFFICE ASSISTANT	15	0.0	1.0	1.0
FINANCIAL ANALYST II	18	0.0	1.0	1.0
FINANCIAL ANALYST III	21	0.0	1.0	1.0
FLEET MANAGEMENT DIRECTOR	35	1.0	1.0	
INSPECTOR	18	0.0	2.0	2.0
IRON WORKER	13	0.0	2.0	2.0
MAINTENANCE MECHANIC I	8	0.0	2.0	2.0
MAINTENANCE MECHANIC II	12	0.0	1.0	1.0
MAINTENANCE MECHANIC III	14	0.0	4.0	4.0
MANAGEMENT ANALYST III	21	0.0	1.0	1.0
MANAGEMENT ANALYST IV	25	0.0	1.0	1.0
MECHANIC HELPER	5	0.0	16.0	16.0
MECHANIC I	11	0.0	24.0	24.0
MECHANIC II	15	0.0	23.0	23.0
MECHANIC III	19	0.0	122.9	122.9
SEMI-SKILLED LABORER	6	0.0	6.0	6.0
SENIOR ACCOUNT CLERK	13	0.0	1.0	1.0
SENIOR FIXED ASSET SPECIALIST	17	0.0	3.0	3.0
SENIOR STAFF ANALYST	28	0.0	1.0	1.0
SHOP MANAGER	23	0.0	18.0	18.0
TRUCK DRIVER	6	0.0	8.0	8.0
Total FTEs		**2.0**	**273.9**	**271.9**
Less adjustment for Civilian Vacancy Factor		**0.5**	**0.0**	**(0.5)**
Full-Time Equivalents		**1.5**	**273.9**	**272.4**

Business Area Revenue Summary

Fund Name : Fleet Management Fund
Business Area Name : Fleet Management Department
Fund No./Bus Area No. : 1005 / 6700

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6700010001	**FMD - Director's Office**			
490020	Transfer from Special Revenue Fund	300,000	300,000	**0**
6700020001	**FMD - Fleet Operation**			
424110	Other Interfund Services	0	0	**125,246**
424130	Interfund Vehicle Repair	0	0	**11,276,777**
457040	Interfund Fleet Maintenance	0	0	**19,147,267**
Total	**FMD - Fleet Operation**	**0**	**0**	**30,549,290**
6700030002	**FMD - Fuel**			
424110	Other Interfund Services	0	0	**1,174,849**
424120	Interfund Vehicle Fuel	0	0	**30,866,513**
Total	**FMD - Fuel**	**0**	**0**	**32,041,362**
Total	**Fleet Management Department**	**300,000**	**300,000**	**62,590,652**

Business Area Expenditure Summary

Fund **Name** : **Fleet Management Fund**
Business Area Name : **Fleet Management Department**
Fund No./Bus. Area No. : **1005 / 6700**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	0	122,300	122,300	**11,261,951**
500030	Salary Part Time - Civilian	0	0	0	**39,389**
500060	Overtime - Civilian	0	0	0	**600,540**
500090	Premium Pay - Civilian	0	0	0	**380,388**
500110	Bilingual Pay - Civilian	0	0	0	**4,519**
501070	Pension - Civilian	0	18,150	18,150	**2,027,149**
501120	Termination Pay - Civilian	0	0	0	**565,000**
501160	Vehicle Allowance - Civilian	0	1,780	1,780	**4,216**
502010	FICA - Civilian	0	9,220	9,220	**939,023**
503010	Health Ins-Act Civilian	0	5,500	5,500	**2,361,164**
503015	Basic Life Insurance - Active Civilian	0	100	100	**6,657**
503060	Long Term Disability-Civilian	0	100	100	**23,205**
503090	Workers Compensation-Civilian-Admin	0	200	200	**54,799**
503100	Workers Compensation-Civilian-Claim	0	0	0	**149,920**
504030	Unemployment Claims - Administration	0	0	0	**12,565**
Total	**Personnel Services**	**0**	**157,350**	**157,350**	**18,430,485**
511010	Chemical Gases & Special Fluids	0	0	0	**12,000**
511030	Mechanical Hardware & Parts	0	0	0	**24,000**
511045	Computer Supplies	0	0	0	**23,286**
511050	Paper & Printing Supplies	0	0	0	**28,626**
511055	Publications & Printed Materials	0	0	0	**13,600**
511070	Miscellaneous Office Supplies	0	2,000	2,000	**64,800**
511110	Fuel	0	0	0	**30,866,513**
511115	Vehicle Repair & Maintenance Supplies	0	0	0	**9,640,577**
511120	Clothing	0	0	0	**41,300**
511125	Food Supplies	0	0	0	**10,500**
511145	Small Tools & Minor Equipment	0	0	0	**15,000**
511150	Miscellaneous Parts & Supplies	0	0	0	**481,065**
Total	**Supplies**	**0**	**2,000**	**2,000**	**41,221,267**
520109	Medical Dental & Laboratory Services	0	35	35	**0**
520114	Miscellaneous Support Services	0	0	0	**298,853**
520118	Refuse Disposal	0	0	0	**33,200**
520119	Computer Equipment/Software Maintenance	0	0	0	**278,466**
520123	Vehicle & Motor Equipment Services	0	0	0	**1,636,200**
520124	Other Equipment Services	0	0	0	**30,000**
520515	Print Shop Services	0	0	0	**2,200**
520710	State/Federal Inspection Fees	0	0	0	**9,191**
520765	Membership & Professional Fees	0	0	0	**2,000**
520805	Education & Training	0	0	0	**35,600**
520905	Travel - Training Related	0	0	0	**9,500**
520910	Travel - Non-Training Related	0	0	0	**9,625**
521610	Voice Services	0	5,000	5,000	**6,100**
521705	Vehicle/Equipment Rental/Lease	0	0	0	**19,630**
521715	Office Equipment Rental	0	5,800	5,800	**60,000**
521725	Other Rental	0	200	200	**0**
521730	Parking Space Rental	0	25,600	25,600	**5,000**
522205	Metro Commuter Passes	0	0	0	**8,000**
522430	Miscellaneous Other Services & Charges	0	0	0	**495,335**
Total	**Other Services and Charges**	**0**	**36,635**	**36,635**	**2,938,900**
551010	Non-Capital Office Furniture & Equipment	0	104,015	104,015	**0**
Total	**Non-Capital Equipment**	**0**	**104,015**	**104,015**	**0**
	Grand Total Expenditures	**0**	**300,000**	**300,000**	**62,590,652**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : Property & Casualty Fund
Fund No./Bus. Area No. : 1004 / 6500 / 9000

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	76,556	76,556	**0**
Revenues	21,015,133	20,938,577	**36,598,829**
Expenditures	21,015,133	21,015,133	**36,598,829**
Revenues Over/(Under) Expenditures	0	(76,556)	**0**
Ending Fund Balance	76,556	0	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	76,556	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The information above summarizes the FY2011 Current Budget, FY2011 Estimate and FY2012 Budget of the Property and Casualty Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures. The Property and Casualty Fund was established to monitor the financial requirements of the Property and Risk Management Programs. Revenue in this fund is generated from assessed premiums to the other funds. These premiums are based upon projected expenditures.

The Property and Casualty Fund has two distinct parts; one managed by the Legal Department to account for claims against the City, and one managed by Administration and Regulatory Affairs to account for property insurance costs.

The mission of the Legal Department's portion of the Property and Casualty Fund (Claims and Subrogation, General Litigation, and Labor, Employment and Civil Rights Sections) is to defend the City against claims and tort lawsuits filed against the City, minimize the City's financial exposure, and file affirmative claims on behalf of the City for property damage and subrogation. The Claims and Subrogation, General Litigation, and Labor, Employment and Civil Rights Sections of the Legal Department are responsible for the investigation and defense of claims against the City, case settlement, and payment of claims and judgments.

The Insurance Management Division of the Administration and Regulatory Affairs Department is responsible for administering all citywide non-health related insurance services including, but not limited to, property, flood, fine arts, terrorism, boiler and machinery, crime, electronic equipment protection, notary, fidelity and surety bond insurance. All risks to the City's assets (except Worker's Compensation, Life, and Long-Term Disability) falls within the scope of this fund.

Goals for the divisions where the activity is accounted for in the Property and Casualty Fund are to:

- manage risk through identification and analysis of exposure to determine level of risk assumption or transfer of risk through commercial insurance for City departments and related agencies;
- procure, monitor, and maintain commercial insurance policies to control and minimize the City's exposure to financial risk;
- reduce the average amount paid per liability claim and civil rights lawsuits filed against the City;
- advise City departments on risk management issues to reduce or eliminate tort claim exposure;
- aggressively defend the City in all matters filed against it to deter meritless lawsuits with exaggerated claims;
- reduce tort claims exposure by working with the Human Resources Department to identify safety problems and educate employees on how to perform their jobs safely to avoid incidents that damage City property, employees and third parties;
- identify delinquent accounts owed to the City and increase recoveries on affirmative claims.

Business Area Budget Summary

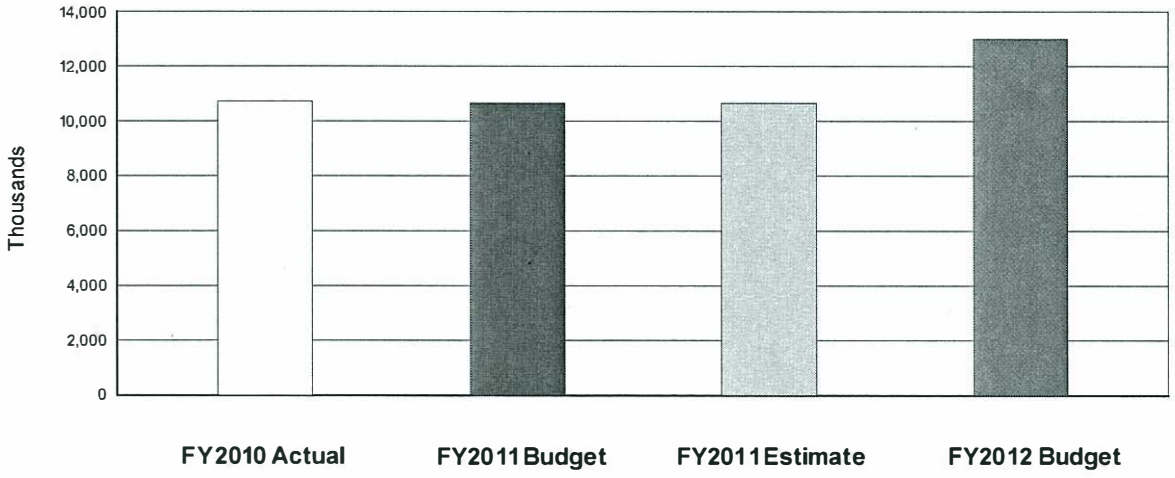
Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1004 / 6500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	484,917	502,271	502,271	**537,883**
	Supplies	2,921	3,430	3,430	**3,430**
	Other Services and Charges	10,236,843	10,144,988	10,144,988	**12,467,132**
	Total M & O Expenditures	10,724,681	10,650,689	10,650,689	**13,008,445**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	10,724,681	10,650,689	10,650,689	**13,008,445**
Revenues		10,724,681	10,650,689	10,650,689	**13,008,445**
Staffing	Full-Time Equivalents - Civilian	5.0	5.0	5.0	**5.0**
	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	5.0	5.0	5.0	**5.0**
	Full-Time Equivalents - Overtime	0.0	5.0	5.0	**0.0**

Significant Budget Changes and Highlights

- o Property Insurance projects a rate increase of 10% due to decreasing availability of insurance carriers and increasing cost of property insurance.
- o Insurance coverage for Information Technology's communication equipment budgeted at $270,000.
- o Obtaining National Flood Insurance Program policy quotes for more than 600 city buildings is budgeted at $500,000.

Property & Casualty Fund
Administration and Regulatory Affairs
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1004 / 6500

Name: Accounting Services Group --650005

Mission: Administer all citywide non-health related insurance services including, but not limited to, property, flood, fine arts, terrorism, boiler and machinery, crime and electronic equipment protection insurance, Notary Public program, fidelity and surety bond insurance. All risk to the City's assets (except Worker's Compensation, Life, and Long-Term Disability) falls within the scope of this division.

Goal:
- Manage risk through identification and analysis of exposure to determine level of risk assumption or transfer of risk through commerical insurance for City departments and related agencies.
- Procure, monitor, and maintain commercial insurance policies to control and minimize the City's exposure to financial risk.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Insurance policies	16	15	**17**
Notary bonds	336	585	**490**
Public official bonds	10	10	**11**

Division Summary

Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1004 / 6500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Accounting Services Group 650005						
Administer all non-health related insurance to the City and associated groups including, but not limited to, property, flood, fine arts, terrorism, boiler and machinery, electronic equipment protection, fidelity, surety, inland marine, and Notary Public program.	5.0	10,724,681	5.0	10,650,689	**5.0**	**13,008,445**
Total	5.0	10,724,681	5.0	10,650,689	**5.0**	**13,008,445**

Business Area Roster Summary

Fund Name : **Property & Casualty Fund**
Business Area Name : **Administration and Regulatory Affairs**
Fund No./Bus Area No. : **1004 / 6500**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	1.0	
FINANCIAL ANALYST IV	25	1.0	1.0	
SENIOR STAFF ANALYST	28	2.0	2.0	
Total FTEs		**5.0**	**5.0**	**0.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**5.0**	**5.0**	**0.0**

Business Area Revenue Summary

Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1004 / 6500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6500050003	**ARA - Insurance Management**			
424070	Interfund Legal Services	10,650,689	10,650,689	**13,008,445**
Total	**Administration and Regulatory Affairs**	**10,650,689**	**10,650,689**	**13,008,445**

Business Area Expenditure Summary

Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1004 / 6500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	345,651	354,621	354,621	**362,478**
501070	Pension - Civilian	51,443	52,838	52,838	**65,245**
502010	FICA - Civilian	25,188	27,129	27,129	**27,730**
503010	Health Ins-Act Civilian	43,742	48,678	48,678	**58,860**
503015	Basic Life Insurance - Active Civilian	204	212	212	**215**
503050	Health/Life Insurance - Retiree Civilian	16,408	15,143	15,143	**17,955**
503060	Long Term Disability-Civilian	424	425	425	**425**
503090	Workers Compensation-Civilian-Admin	889	1,050	1,050	**1,000**
503100	Workers Compensation-Civilian-Claim	968	2,000	2,000	**3,800**
504030	Unemployment Claims - Administration	0	175	175	**175**
Total	**Personnel Services**	**484,917**	**502,271**	**502,271**	**537,883**
511045	Computer Supplies	1,146	1,053	1,053	**1,053**
511050	Paper & Printing Supplies	560	737	737	**737**
511055	Publications & Printed Materials	415	400	400	**400**
511060	Postage	87	240	240	**240**
511070	Miscellaneous Office Supplies	713	1,000	1,000	**1,000**
Total	**Supplies**	**2,921**	**3,430**	**3,430**	**3,430**
520100	Temporary Personnel Services	0	0	0	**50,000**
520110	Management Consulting Services	38,968	40,000	40,000	**40,000**
520115	Real Estate Lease/Office Rental	0	0	0	**17,916**
520121	IT Application Svcs	76	930	930	**486**
520510	Mail/Delivery Services	0	200	200	**200**
520515	Print Shop Services	1,351	1,000	1,000	**2,330**
520605	Advertising Services	1,508	1,528	1,528	**3,212**
520705	Insurance Fees	9,923,172	9,729,787	9,729,787	**11,904,860**
520765	Membership & Professional Fees	210	540	540	**640**
520770	Insurance Administration Fees	154,976	249,081	249,081	**297,960**
520805	Education & Training	1,295	2,869	2,869	**2,869**
520905	Travel - Training Related	738	526	526	**3,157**
520910	Travel - Non-Training Related	0	250	250	**250**
521305	Indirect Cost Recovery Payment	90,867	108,916	108,916	**126,379**
521605	Data Services	3,632	5,231	5,231	**9,984**
521610	Voice Services	548	397	397	**191**
521620	Voice Equipment	0	66	66	**44**
521625	Voice Labor	0	0	0	**17**
521630	GIS Revolving Fund Services	0	373	373	**373**
521730	Parking Space Rental	0	2,352	2,352	**2,352**
522205	Metro Commuter Passes	1,502	852	852	**852**
522430	Miscellaneous Other Services & Charges	0	90	90	**90**
522721	Interfund HR Client Services	0	0	0	**2,792**
522722	KRONOS Service Chargeback	0	0	0	**178**
522795	Other Interfund Services	18,000	0	0	**0**
Total	**Other Services and Charges**	**10,236,843**	**10,144,988**	**10,144,988**	**12,467,132**
	Grand Total Expenditures	**10,724,681**	**10,650,689**	**10,650,689**	**13,008,445**

Business Area Budget Summary

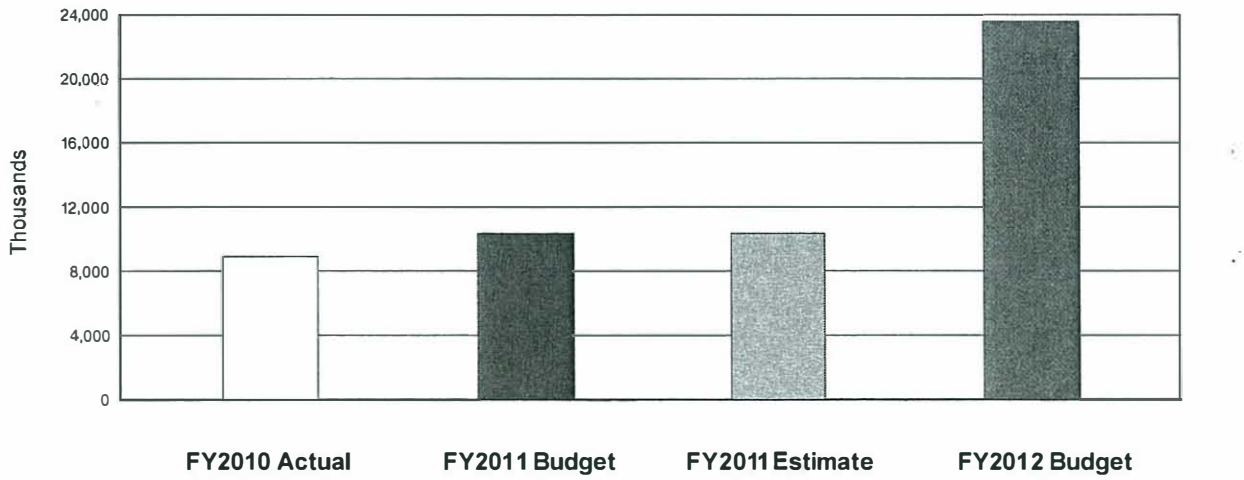
Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus. Area No. : 1004 / 9000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,420,851	2,424,214	2,424,214	**4,975,757**
	Supplies	85,683	142,781	142,781	**156,300**
	Other Services and Charges	6,394,843	7,797,449	7,797,449	**18,458,327**
	Total M & O Expenditures	8,901,377	10,364,444	10,364,444	**23,590,384**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	8,901,377	10,364,444	10,364,444	**23,590,384**
Revenues		8,901,377	10,364,444	10,287,888	**23,590,384**
Staffing	Full-Time Equivalents - Civilian	26.2	27.0	25.0	**46.5**
	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	26.2	27.0	25.0	**46.5**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o The City Attorney instituted a re-organization effort to have the Legal Department closely resemble and operate as a law firm.
- o Defense Litigation Section was dissolved and personnel placed into the Labor, Employment and Civil Rights Section and the General Litigation Section.
- o The reorganization includes a transfer of 25 FTEs and budget totaling $2,897,974 from the General Fund to Property & Causalty.
- o The Legal Department's Property & Casualty Fund component (Fund 1004) will account for all litigation personnel in a consistent manner to better capture the City's cost of handling claims, settlements and judgements.
- o Settlements, judgments and plaintiffs' attorneys fees are projected to increase by 3.8% over FY2011 estimate for a total amount of $578,620.

Property & Casualty Fund
Legal
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1004 / 9000

Name: LGL - Staff Administration Section -- 900001

Mission: This cost center captures personnel costs associated with broad oversight of all the litigation sections and activities related to those sections.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: LGL - General Litigation Section -- 900002

Mission: To defend the City and collect money owed to the City.

Goal: Bringing and defending lawsuits in the area of responsibilities.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Lost revenue recovered	$2,577,456	$2,500,000	**$2,550,000**
New litigation filed	21	30	**35**
Matters in litigation	106	115	**120**

Name: LGL - Labor, Emply. & Civil Rights Section -- 900005

Mission: To provide legal services to the City and its departments.

Goal: Provide legal counsel and assistance to City departments on all labor and employment issues such as fair labor standards, title VII discrimination, policy issues, and use of excessive force. Represent the City and its departments in labor, employment and civil rights lawsuits.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
EEOC/TWD matters	370	449	**400**
Personnel actions/hearings	985	775	**800**
Pending litigation	24	49	**30**
Opinions/special issues	15	23	**10**
Arbitrations	36	17	**25**

Division Mission and Performance Measures

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1004 / 9000

Name: LGL - Claims & Subrogation Section -- 900010

Mission: To promptly resolve liability tort claims and subrogation matters at the claim stage which reduces the City's costs by avoiding expensive and protracted litigation.

Goal: Investigate and recommend the resolution of property and personal injury claims filed against the City. Investigate and process property and workers' compensation subrogation matters.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Claims closed-no pymt	822	950	**925**
Subro claims handled	1,780	1,300	**1,500**
Liability claims processed	1,318	1,350	**1,300**
Liability claims settled	331	325	**300**

Name: LGL - Defense Litigation Section (dissolved) -- 900011

Mission: This section was dissolved and split between the General Litigation and the Labor, Employment and Civil Rights Sections.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Name: LGL - Litigation Expenses & Losses -- 900012

Mission: This cost center has no personnel and has the sole function of capturing all supplies and services expenditures related to litigation matters in which the City is involved.

Goal: N/A

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
N/A	N/A	N/A	**N/A**

Division Summary

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1004 / 9000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
LGL - Staff Administration Section 900001						
This cost center captures personnel costs associated with broad oversight of all the litigation sections and activities related to those sections.	0.0	0	0.0	0	**1.0**	**238,123**
LGL - General Litigation Section 900002						
Responsible for litigation related to animal law, annexation, bankruptcy, building and standards commission appeals, Code enforcement, collections, constitutional challenges to ordinances, contract disputes, election contests, environmental, Fed False Claims Act, forcible entry and detainer, Intergovernmental disputes, inverse condemnation, probate, Private Real Property Preservation Act and more.	0.0	0	0.0	0	**16.8**	**2,030,624**
LGL - Labor, Emply. & Civil Rights Section 900005						
The section is responsible for representing the City on all labor and employment matters involving civil rights violations.	0.0	0	0.0	0	**18.8**	**1,756,057**
LGL - Claims & Subrogation Section 900010						
This section is responsible for liability tort claims, subrogation matters and general affirmative claim matters at the claim stage.	10.1	811,066	9.0	818,175	**9.9**	**985,653**
LGL - Defense Litigation (dissolved) 900011						
Defend the City in personal injury, contractual, constitutional and land use lawsuits, and respresent the City in any pending injuctions. This section will dissolve at the end of FY2011.	16.1	1,610,235	16.0	1,606,039	**0.0**	**0**

Division Summary

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1004 / 9000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
LGL - Litigation Costs Section 900012						
This section capture cost directly related to the payment of claims and judgments including legal services and other services.	0.0	6,480,076	0.0	7,940,230	**0.0**	**18,579,927**
Total	26.2	8,901,377	25.0	10,364,444	**46.5**	**23,590,384**

Business Area Roster Summary

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1004 / 9000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	0.0	(1.0)
ADMINISTRATIVE ASSISTANT (EXE LEV)	17	0.0	1.0	1.0
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
ASSISTANT CITY ATTORNEY II	24	0.0	2.0	2.0
ASSISTANT CITY ATTORNEY III	27	2.0	3.0	1.0
EXECUTIVE OFFICE ASSISTANT	15	0.0	1.0	1.0
FIRST ASSISTANT CITY ATTORNEY	37	0.0	1.0	1.0
LEGAL WORD PROCESSOR	11	1.0	1.0	
PARALEGAL I	12	4.0	4.0	
PARALEGAL II	14	0.0	1.0	1.0
PARALEGAL III	16	1.0	2.0	1.0
SENIOR ASSISTANT CITY ATTORNEY I	30	6.0	7.0	1.0
SENIOR ASSISTANT CITY ATTORNEY II	32	1.0	6.0	5.0
SENIOR ASSISTANT CITY ATTORNEY III	34	0.0	3.0	3.0
SENIOR ASSISTANT CITY ATTORNEY IV	35	0.0	1.0	1.0
SENIOR ASSISTANT CITY ATTORNEY,SECTION CHIEF	35	2.0	3.0	1.0
SENIOR CLAIMS COORDINATOR	21	4.0	4.0	
SENIOR LEGAL WORD PROCESSOR	13	2.0	3.0	1.0
SENIOR PARALEGAL	19	2.0	3.0	1.0
Total FTEs		**27.0**	**47.0**	**20.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.5**	**0.5**
Full-Time Equivalents		**27.0**	**46.5**	**19.5**

Business Area Revenue Summary

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1004 / 9000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
9000010001	**LGL - Staff Admin**			
424070	Interfund Legal Services	0	0	**238,123**
9000020001	**LGL - Genl Litigation**			
424070	Interfund Legal Services	0	0	**2,030,624**
9000050001	**LGL - Labor,Employ, Civ. Rights**			
424070	Interfund Legal Services	0	0	**1,756,057**
9000100001	**LGL - Claims & Subrog.**			
424070	Interfund Legal Services	818,175	818,175	**985,653**
9000110001	**LGL - Defense Litigation**			
424070	Interfund Legal Services	1,606,039	1,606,039	**0**
9000120001	**LGL - Litigation Costs**			
424070	Interfund Legal Services	7,940,230	7,863,674	**18,579,927**
Total	**Legal**	**10,364,444**	**10,287,888**	**23,590,384**

Business Area Expenditure Summary

Fund Name : **Property & Casualty Fund**
Business Area Name : Legal
Fund No./Bus. Area No. : **1004 / 9000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	1,820,005	1,760,670	1,760,670	**3,566,389**
500110	Bilingual Pay - Civilian	904	904	904	**0**
501070	Pension - Civilian	270,197	262,340	262,340	**641,952**
501120	Termination Pay - Civilian	10,055	80,000	80,000	**175,000**
502010	FICA - Civilian	130,964	134,691	134,691	**253,237**
503010	Health Ins-Act Civilian	118,265	117,089	117,089	**232,354**
503015	Basic Life Insurance - Active Civilian	1,017	1,155	1,155	**2,122**
503050	Health/Life Insurance - Retiree Civilian	59,423	59,400	59,400	**37,500**
503060	Long Term Disability-Civilian	2,238	2,295	2,295	**3,953**
503090	Workers Compensation-Civilian-Admin	4,704	5,670	5,670	**9,300**
504030	Unemployment Claims - Administration	3,079	0	0	**53,950**
Total	**Personnel Services**	**2,420,851**	**2,424,214**	**2,424,214**	**4,975,757**
511045	Computer Supplies	10,499	21,000	21,000	**21,000**
511050	Paper & Printing Supplies	6,302	7,000	7,000	**7,000**
511055	Publications & Printed Materials	53,096	94,881	94,881	**110,000**
511060	Postage	0	2,000	2,000	**0**
511070	Miscellaneous Office Supplies	15,547	17,500	17,500	**17,500**
511110	Fuel	239	400	400	**800**
Total	**Supplies**	**85,683**	**142,781**	**142,781**	**156,300**
520107	Computer Info/Contr	2,564	30,000	30,000	**30,000**
520108	Information Resource Services	20,200	22,000	22,000	**22,000**
520110	Management Consulting Services	(16,843)	0	0	**0**
520114	Miscellaneous Support Services	151,331	108,017	108,017	**115,000**
520119	Computer Equipment/Software Maintenance	2,405	29,000	29,000	**30,000**
520133	Private Investigative Services	1,719	3,200	3,200	**3,200**
520510	Mail/Delivery Services	3,513	3,800	3,800	**3,800**
520515	Print Shop Services	0	400	400	**1,200**
520520	Printing & Reproduction Services	59,008	30,000	30,000	**60,000**
520740	Document Recording/Filing Fees	34,261	29,939	29,939	**35,000**
520765	Membership & Professional Fees	5,968	5,900	5,900	**17,600**
520805	Education & Training	5,098	6,200	6,200	**15,100**
520905	Travel - Training Related	1,697	5,600	5,600	**5,200**
520910	Travel - Non-Training Related	4,258	8,885	8,885	**19,100**
521610	Voice Services	6,465	7,742	7,742	**7,180**
521625	Voice Labor	0	450	450	**128**
521630	GIS Revolving Fund Services	0	1,095	1,095	**1,086**
521730	Parking Space Rental	30,507	31,000	31,000	**31,000**
521905	Legal Services	2,210,807	560,600	560,600	**1,500,000**
521910	Legal Svcs - Crt Report	140,372	154,634	154,634	**150,000**
521915	Legal Svcs - Atty Fee	(14,847)	100,000	100,000	**200,000**
521920	Legal Svcs -Med Svcs	28,150	25,000	25,000	**30,000**
521925	Legal Svcs -Ex Wit	88,517	96,000	96,000	**100,000**
521935	Legal Svcs -Claims	998,825	875,000	875,000	**1,000,000**
521940	Legal Svcs -Judgemt	24,105	658,426	658,426	**4,783,720**
521945	Legal Svcs -Settleme	2,413,306	4,869,661	4,869,661	**10,093,661**
521950	Legal Svcs -Doc Rec	183,620	122,000	122,000	**190,000**
522205	Metro Commuter Passes	473	500	500	**1,000**
522430	Miscellaneous Other Services & Charges	7,790	7,400	7,400	**7,500**
522620	Claims & Judgments	(3,426)	0	0	**0**
522722	KRONOS Service Chargeback	0	0	0	**852**
522780	Interfund Photo Copy Services	5,000	5,000	5,000	**5,000**
Total	**Other Services and Charges**	**6,394,843**	**7,797,449**	**7,797,449**	**18,458,327**
	Grand Total Expenditures	**8,901,377**	**10,364,444**	**10,364,444**	**23,590,384**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : Workers' Compensation
Fund No./Bus. Area No. : 1011 / 8000 / 9000

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**0**
Revenues	19,236,437	19,236,437	**19,559,761**
Expenditures	19,236,437	19,236,437	**19,559,761**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	0	0	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Current Budget, the FY2011 Estimate and the FY2012 Budget for the Workers' Compensation Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Workers' Compensation Fund is a revolving fund administered by the Human Resources Department. The Fund was established to centralize the financial transactions in the areas of Workers' Compensation, Accident Prevention, and Loss Control.

The City's Workers' Compensation Program is self-insured and has a contract with a third party administrator to manage claims activity. All financial liability for indemnity payments, medical costs, and other claims related payments are processed directly to the departments. Department premium rates are based on projected external Third Party Administrator (TPA) fees and internal administrative costs allocated on staffing levels.

The administrative portion of the budget includes staff for an accident prevention unit in the Human Resources Department and a litigation unit in the Legal Department. A prime objective is the elimination/reduction of accidents via the implementation, monitoring and assessment of departments' Accident Prevention Plans. These cooperative efforts have reduced accidents and returned years of productivity and saved millions in workers' compensation payments. Emphasis on the "return to work" program was accomplished by the adoption of the Work Ability Guidelines, effective April 1, 1995, with a comprehensive revision effective December 16, 2006. These guidelines institute a transitional duty program, which focuses on returning injured employees to work as soon as medically possible, while complying with all federal, state, and local laws.

The overall goal of the program is to create an atmosphere of safety awareness and a risk free environment. Specific initiatives are listed in the budget highlights.

Business Area Budget Summary

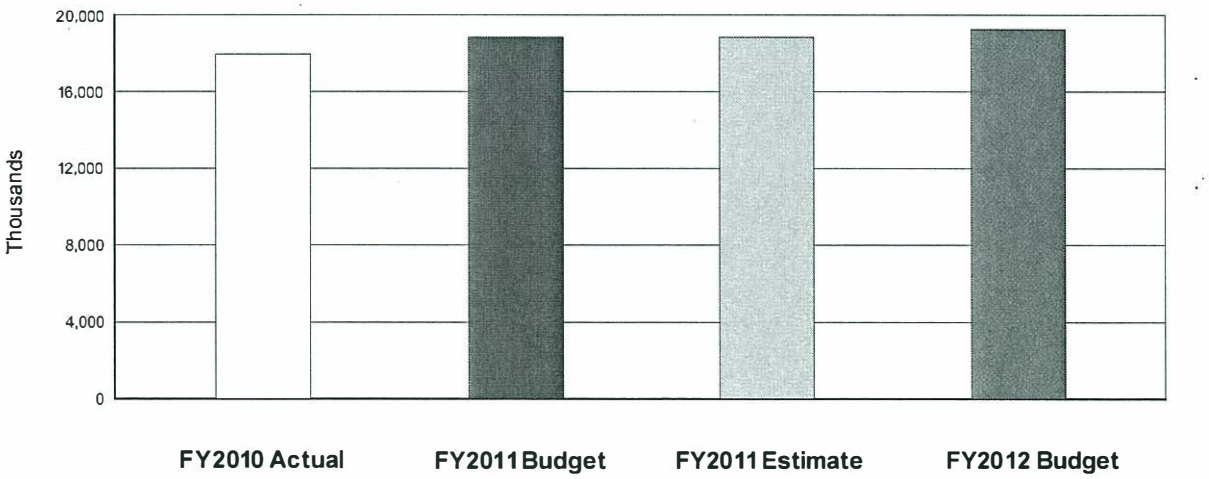
Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1011 / 8000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,097,954	2,233,172	2,215,114	**2,271,104**
	Supplies	39,015	38,504	35,634	**30,560**
	Other Services and Charges	15,821,950	16,566,335	16,587,263	**16,949,932**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	2,807	3,000	3,000	**0**
	Total M & O Expenditures	17,961,726	18,841,011	18,841,011	**19,251,596**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	17,961,726	18,841,011	18,841,011	**19,251,596**
Revenues		18,001,280	19,236,437	19,236,437	**19,559,761**
Staffing	Full-Time Equivalents - Civilian	30.4	33.8	31.2	**30.6**
	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	30.4	33.8	31.2	**30.6**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o Perform safety assessments for high risk departments via tailored programs addressing the effectiveness and dissemination of their accident prevention plans.
- o Promote the Resource Allocation Program (RAP) to reduce incidents and claims.
- o Perform in depth case management review to obtain a shorter claim cycle and return the employee to work in a pre-injury condition.

Workers' Compensation
Human Resources
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus Area No. : 1011 / 8000

Name: HR - Workers' Compensation Group -- 800010

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce. The vision is to be universally recognized for Human Resources excellence and as a premier employer.

Goal: To create an atmosphere of satey awareness and a risk free environment.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Safety Inspections	2,301	2,409	**2,400**
Number of Claims	2,120	2,255	**2,300**
Lost Time Injuries	539	737	**700**
Case Management Reviews	482	1,500	**1,800**

Division Summary

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus Area No. : 1011 / 8000

Division Description		FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
HR - Workers' Compensation Group	**800010**						
Provide financial transactions in the areas of accident prevention, workers' compensation loss control and unemployment compensation.		30.4	17,961,726	31.2	18,841,011	**30.6**	**19,251,596**
Total		30.4	17,961,726	31.2	18,841,011	**30.6**	**19,251,596**

Business Area Roster Summary

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus Area No. : 1011 / 8000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	2.0	2.0	
ADMINISTRATIVE AIDE	10	1.0	2.0	1.0
ADMINISTRATIVE ASSISTANT	17	4.0	3.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	0.8	0.0	(0.8)
ADMINISTRATIVE COORDINATOR	24	3.0	3.0	
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
CLAIMS COORDINATOR	17	2.0	2.0	
CUSTOMER SERVICE CLERK	10	0.0	1.0	1.0
DIVISION MANAGER	29	2.0	2.0	
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
FINANCIAL ANALYST III	21	1.0	1.0	
HUMAN RESOURCES ASSISTANT	13	1.0	0.0	(1.0)
HUMAN RESOURCES TECHNICIAN	12	1.0	1.0	
MESSENGER	6	1.0	1.0	
PUBLIC HEALTH NURSE IV	22	1.0	1.0	
SAFETY OFFICER	21	6.0	5.0	(1.0)
SAFETY SUPERVISOR	24	4.0	4.0	
SENIOR ACCOUNT CLERK	13	1.0	1.0	
SYSTEMS ACCOUNTANT III	27	1.0	1.0	
Total FTEs		**33.8**	**32.0**	**(1.8)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**1.4**	**1.4**
Full-Time Equivalents		**33.8**	**30.6**	**(3.2)**

Business Area Revenue Summary

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus Area No. : 1011 / 8000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
8000100006	**Administrators Office**			
426370	Training Services	3,000	3,000	**3,000**
432010	Interest on Pooled Investments	35,000	35,000	**45,000**
451010	Interfund Billing-Workers' Comp Admin	4,556,977	4,556,977	**4,611,761**
451015	Interfund Billing-Workers' Comp Claims	14,641,460	14,641,460	**14,900,000**
Total	**Administrators Office**	**19,236,437**	**19,236,437**	**19,559,761**
Total	**Human Resources**	**19,236,437**	**19,236,437**	**19,559,761**

Business Area Expenditure Summary

Fund Name : **Workers' Compensation**
Business Area Name : **Human Resources**
Fund No./Bus. Area No. : **1011 / 8000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	1,461,265	1,583,524	1,569,919	**1,579,130**
500030	Salary Part Time - Civilian	30,290	9,530	8,408	**0**
500060	Overtime - Civilian	54	0	40	**0**
500110	Bilingual Pay - Civilian	1,040	1,808	1,787	**1,808**
500210	Pay for Performance-Municipal	2,100	928	0	**0**
501070	Pension - Civilian	218,794	244,263	244,594	**284,243**
501120	Termination Pay - Civilian	1,802	0	5,500	**0**
502010	FICA - Civilian	108,687	122,864	118,416	**120,941**
503010	Health Ins-Act Civilian	209,952	210,120	204,690	**218,698**
503015	Basic Life Insurance - Active Civilian	876	1,021	949	**939**
503050	Health/Life Insurance - Retiree Civilian	45,732	45,521	48,953	**32,553**
503060	Long Term Disability-Civilian	2,496	2,805	2,537	**2,601**
503090	Workers Compensation-Civilian-Admin	5,802	7,113	6,659	**6,119**
503100	Workers Compensation-Civilian-Claim	9,039	2,492	2,662	**2,492**
504030	Unemployment Claims - Administration	25	1,183	0	**21,580**
Total	**Personnel Services**	**2,097,954**	**2,233,172**	**2,215,114**	**2,271,104**
511040	Audiovisual Supplies	0	900	900	**0**
511045	Computer Supplies	3,597	3,700	1,950	**3,700**
511050	Paper & Printing Supplies	3,264	4,124	3,874	**4,000**
511055	Publications & Printed Materials	969	960	960	**960**
511060	Postage	4,440	1,400	4,200	**5,400**
511070	Miscellaneous Office Supplies	8,704	7,370	4,150	**5,800**
511080	General Laboratory Supplies	204	300	300	**300**
511095	Small Technical & Scientific Equipment	3,670	2,400	2,200	**400**
511110	Fuel	11,896	14,800	14,800	**10,000**
511120	Clothing	1,763	1,000	750	**0**
511125	Food Supplies	150	550	550	**0**
511150	Miscellaneous Parts & Supplies	358	1,000	1,000	**0**
Total	**Supplies**	**39,015**	**38,504**	**35,634**	**30,560**
520100	Temporary Personnel Services	20,108	0	16,753	**0**
520104	Claims Payment Services	1,488,906	1,546,000	1,550,000	**1,711,202**
520108	Information Resource Services	167	170	170	**225**
520109	Medical Dental & Laboratory Services	62	0	100	**100**
520110	Management Consulting Services	15,875	85,000	85,000	**62,500**
520114	Miscellaneous Support Services	11,534	13,000	13,500	**13,500**
520115	Real Estate Lease/Office Rental	180,000	170,000	170,000	**150,000**
520119	Computer Equipment/Software Maintenance	22,566	9,000	8,800	**13,000**
520121	IT Application Svcs	2,407	5,091	5,091	**3,889**
520123	Vehicle & Motor Equipment Services	6,797	9,000	9,000	**9,000**
520515	Print Shop Services	2,147	6,591	5,591	**2,500**
520605	Advertising Services	464	0	0	**0**
520705	Insurance Fees	183	150	150	**400**
520765	Membership & Professional Fees	995	1,950	2,300	**3,950**
520805	Education & Training	9,684	18,750	19,293	**11,745**
520905	Travel - Training Related	1,673	5,500	5,000	**1,000**
520910	Travel - Non-Training Related	0	500	250	**500**
521605	Data Services	4,382	6,283	6,283	**10,560**
521610	Voice Services	16,766	13,731	13,731	**14,455**
521620	Voice Equipment	757	776	776	**262**
521625	Voice Labor	0	315	315	**268**
521630	GIS Revolving Fund Services	0	1,285	1,285	**1,275**
521730	Parking Space Rental	16,725	18,500	18,500	**18,500**

Business Area Expenditure Summary

Fund Name : **Workers' Compensation**
Business Area Name : **Human Resources**
Fund No./Bus. Area No. : **1011 / 8000**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
522205	Metro Commuter Passes	8,704	4,883	9,915	**12,500**
522605	Active Employee Incurred Claims	14,011,048	14,641,460	14,641,460	**14,900,000**
522722	KRONOS Service Chargeback	0	0	0	**1,101**
522780	Interfund Photo Copy Services	0	8,400	4,000	**7,500**
Total	**Other Services and Charges**	**15,821,950**	**16,566,335**	**16,587,263**	**16,949,932**
551010	Non-Capital Office Furniture & Equipment	407	1,500	1,500	**0**
551015	Non-Capital Computer Equipment	2,400	1,500	1,500	**0**
Total	**Non-Capital Equipment**	**2,807**	**3,000**	**3,000**	**0**
	Grand Total Expenditures	**17,961,726**	**18,841,011**	**18,841,011**	**19,251,596**


CITY OF HOUSTON
TEXAS

Business Area Budget Summary

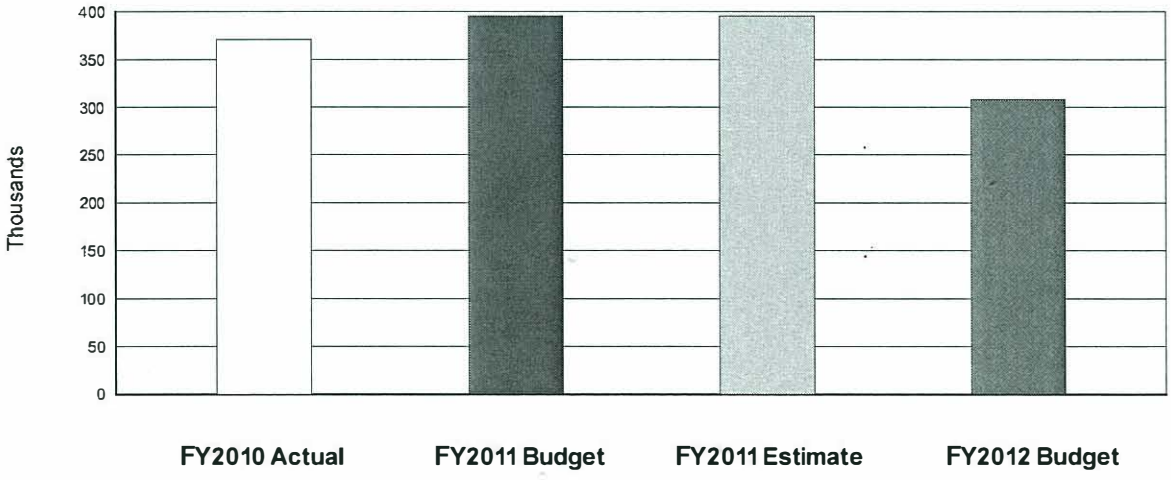
Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus. Area No. : 1011 / 9000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	355,650	375,936	375,936	**288,497**
	Supplies	13,400	13,400	13,400	**13,400**
	Other Services and Charges	1,846	6,090	6,090	**6,268**
	Total M & O Expenditures	370,896	395,426	395,426	**308,165**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	370,896	395,426	395,426	**308,165**
Revenues		331,342	0	0	**0**
Staffing	Full-Time Equivalents - Civilian	5.0	5.0	5.0	**3.0**
	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	5.0	5.0	5.0	**3.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- The FY2012 budget is sufficient for the Legal Department to continue providing the highest level services to the Workers' Compensation Benefits Program.

Workers' Compensation
Legal
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **Workers' Compensation**
Business Area Name : **Legal**
Fund No./Bus Area No. : **1011 / 9000**

Name: LGL - Workers' Compensation Litigation -- 900013

Mission: To provide the highest quality and comprehensive legal services for the City's Workers' Compensation Benefits Program.

Goal: Aggressively defend workers' compensation contested claims and vigorously pursue workers' compensation subrogation claims; provide general legal counsel relating to Workers' compensation Benefits Program.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Contested cases/ subrogations handled	71	82	**90**

Division Summary

Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus Area No. : 1011 / 9000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
LGL - Workers' Compensation Litigation 900013						
This section is responsible for providing comprehensive legal services for the City's Workers' Compensation Benefits Program including defending contested claims, pursuing subrogation matters, and providing general counsel relating to the Program.	5.0	370,896	5.0	395,426	**3.0**	**308,165**
Total	5.0	370,896	5.0	395,426	**3.0**	**308,165**

Business Area Roster Summary

Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus Area No. : 1011 / 9000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE AIDE	10	1.0	1.0	
ASSISTANT CITY ATTORNEY I	21	0.0	1.0	1.0
ASSISTANT CITY ATTORNEY II	24	1.0	0.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY I	30	1.0	1.0	
SENIOR LEGAL WORD PROCESSOR	13	1.0	0.0	(1.0)
SENIOR PARALEGAL	19	1.0	0.0	(1.0)
Total FTEs		**5.0**	**3.0**	**(2.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**5.0**	**3.0**	**(2.0)**

Business Area Expenditure Summary

Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus. Area No. : 1011 / 9000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	267,231	278,741	278,741	**185,153**
501070	Pension - Civilian	39,745	39,865	39,865	**33,327**
501120	Termination Pay - Civilian	0	2,000	2,000	**19,200**
502010	FICA - Civilian	19,502	21,348	21,348	**14,164**
503010	Health Ins-Act Civilian	27,701	28,806	28,806	**20,966**
503015	Basic Life Insurance - Active Civilian	158	163	163	**109**
503060	Long Term Disability-Civilian	424	425	425	**425**
503090	Workers Compensation-Civilian-Admin	889	1,050	1,050	**1,000**
503100	Workers Compensation-Civilian-Claim	0	3,363	3,363	**3,363**
504030	Unemployment Claims - Administration	0	175	175	**10,790**
Total	**Personnel Services**	**355,650**	**375,936**	**375,936**	**288,497**
511045	Computer Supplies	3,700	3,700	3,700	**3,700**
511055	Publications & Printed Materials	6,400	6,400	6,400	**6,400**
511070	Miscellaneous Office Supplies	3,300	3,300	3,300	**3,300**
Total	**Supplies**	**13,400**	**13,400**	**13,400**	**13,400**
520114	Miscellaneous Support Services	0	3,400	3,400	**3,400**
520765	Membership & Professional Fees	600	750	750	**750**
520805	Education & Training	320	1,500	1,500	**1,500**
520905	Travel - Training Related	576	0	0	**0**
521610	Voice Services	9	0	0	**0**
521630	GIS Revolving Fund Services	0	190	190	**190**
522205	Metro Commuter Passes	341	250	250	**250**
522722	KRONOS Service Chargeback	0	0	0	**178**
Total	**Other Services and Charges**	**1,846**	**6,090**	**6,090**	**6,268**
	Grand Total Expenditures	**370,896**	**395,426**	**395,426**	**308,165**

Fund Summary

Fund Name : **Central Service Revolving Fund**
Fund No./Bus. Area No. : **1002 / 2500 / 6500 / 6800 / 7000 / 8000**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**0**
Revenues	224,171,361	223,141,323	**196,280,139**
Expenditures	224,171,361	223,141,323	**196,280,139**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	0	0	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Current Budget, the FY2011 Estimate and the FY2012 Budget for the Central Services Revolving Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Central Services Revolving Fund provides budgetary accounts for a centralized service function that provides for the purchase of goods and/or services for citywide operating departments. This method allows for the purchase of large quantities of goods and services for a high number of departments in a planned and well-managed manner. In addition, it provides for the efficient and effective audit of billings for such purchases.

Appropriations for these accounts are made from the respective operating departmental budgets as a part of the general appropriations ordinance. Sufficient appropriations are authorized from each department to allow for minimal encumbrance balances in each supply and service account in the Central Services Revolving Fund. After the delivery of goods and services, the actual cost is billed to the operating departments. At the end of each fiscal year, the fund is treated as a sub-fund of the General Fund and is not shown as a separate entity in the Comprehensive Annual Financial Report.

The General Services Department is responsible for administering the utilities. The Administration and Regulatory Affairs Department manages the reprographics and office services accounts. The communications and data services fees are administered by the Information Technology Department. The Planning and Development Department provides a centralized service for geographic information system purchases. The Human Resources Department administers the accounts for temporary personnel services, client relation services, and employee drug and alcohol testing. The revenue and expenditure summaries include General Services, Administration and Regulatory Affairs, Information Technology, Planning and Development, and Human Resources.

Business Area Budget Summary

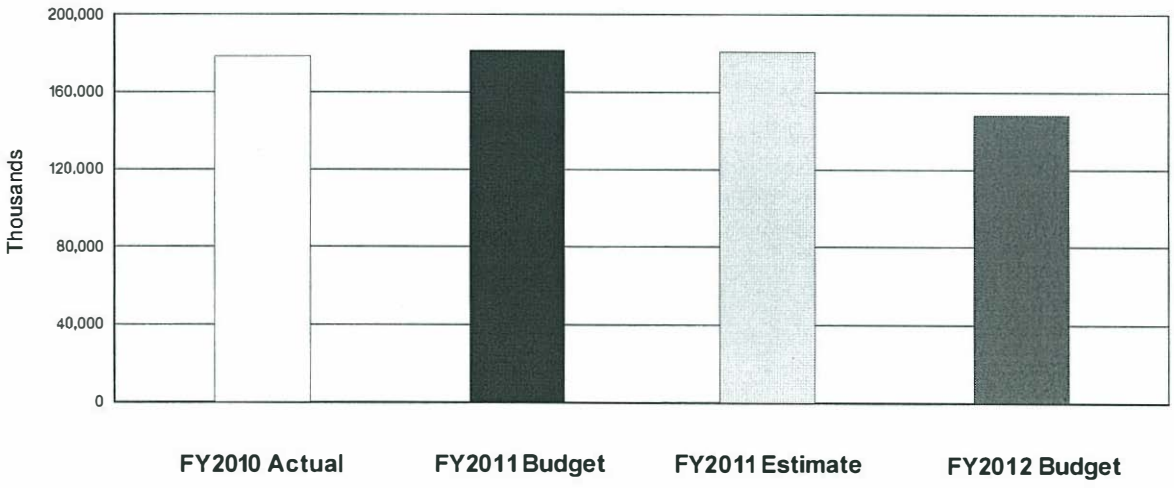
Fund Name : Central Service Revolving Fund
Business Area Name : General Services
Fund No./Bus. Area No. : 1002 / 2500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	1,060,878	1,114,621	1,114,621	**617,964**
	Supplies	25,559,275	29,436,686	29,436,686	**6,000**
	Other Services and Charges	151,843,208	150,915,074	150,155,708	**147,503,515**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	1,033	0	0	**0**
	Total M & O Expenditures	178,464,394	181,466,381	180,707,015	**148,127,479**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	178,464,394	181,466,381	180,707,015	**148,127,479**
Revenues		178,464,394	181,466,381	180,707,015	**148,127,479**
Staffing	Full-Time Equivalents - Civilian	11.8	13.0	13.0	**6.0**
	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	11.8	13.0	13.0	**6.0**
	Full-Time Equivalents - Overtime	0.0	0.1	0.1	**0.0**

Significant Budget Changes and Highlights

- o The Fuel management section moved to the Fleet Management Department effective FY2012.
- o Substantial completion of Phase I of the energy performance project with Schneider Electric, 2nd quarter FY2012.
- o The City of Houston was ranked 3rd in the nation for purchasers of renewable energy and first among cities by the EPA.

Central Service Revolving Fund
General Services
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **Central Service Revolving Fund**
Business Area Name : **General Services**
Fund No./Bus Area No. : **1002 / 2500**

Name: GSD - Energy Management -- 250004

Mission: To provide optimum procurement of electricity and natural gas, and delivery of those commodities to City facilities; to maximize energy savings opportunities citywide; to promote energy awareness programs and practices; and to optimize the efficiency of building operations.

Goal: 1) Complete phase II by December 2011for the Energy Performance contract. 2) Complete the procurement process for the new electricity contract that will commence July 1, 2013. 3) Submit the citywide energy efficiency report to the State Energy Conservation Office before April 1, 2012. 4) Manage 4,800 citywide electricity accounts and 389 citywide natural gas accounts. 5) Manage the natural gas contract for 1.5 million mmBTUs of gas annually.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Utility invoice payments	47,247	61,068	**61,068**
Utility management (meter applications, connects, and disconnects)	1,134	1,200	**1,000**
Transaction accuracy rate	99%	99%	**99%**

Division Summary

Fund Name : Central Service Revolving Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1002 / 2500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
GSD - Energy Management 250004						
Provide citywide electricity and natural gas procurement services to include implementing comprehensive energy conservation measures	11.8	178,464,394	13.0	180,707,015	**6.0**	**148,127,479**
Total	11.8	178,464,394	13.0	180,707,015	**6.0**	**148,127,479**

Business Area Roster Summary

Fund Name : **Central Service Revolving Fund**
Business Area Name : **General Services**
Fund No./Bus Area No. : **1002 / 2500**

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT ASSOCIATE	14	1.0	0.0	(1.0)
ADMINISTRATION MANAGER	26	1.0	0.0	(1.0)
ADMINISTRATIVE AIDE	10	1.0	1.0	
ADMINISTRATIVE ASSISTANT	17	2.0	0.0	(2.0)
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
FINANCIAL ANALYST IV	25	1.0	1.0	
GRADUATE ENGINEER	22	1.0	1.0	
INSPECTOR	18	1.0	0.0	(1.0)
MANAGEMENT ANALYST III	21	2.0	1.0	(1.0)
SENIOR ACCOUNT CLERK	13	1.0	0.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY IV	35	1.0	1.0	
Total FTEs		**13.0**	**6.0**	**(7.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**13.0**	**6.0**	**(7.0)**

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1002 / 2500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2500040001	**GSD - Energy Mgmt.**			
424110	Other Interfund Services	1,472,214	713,470	**1,054,884**
451030	Interfund Natural Gas	9,783,380	9,783,380	**8,687,751**
457060	Interfund Electricity	139,916,684	139,916,684	**138,384,844**
Total	**GSD - Energy Mgmt.**	**151,172,278**	**150,413,534**	**148,127,479**
2500040002	**GSD - Fuel**			
424110	Other Interfund Services	1,020,567	1,019,945	**0**
424120	Interfund Vehicle Fuel	29,273,536	29,273,536	**0**
Total	**GSD - Fuel**	**30,294,103**	**30,293,481**	**0**
Total	**General Services**	**181,466,381**	**180,707,015**	**148,127,479**

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : General Services
Fund No./Bus. Area No. : 1002 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	782,752	817,303	822,046	**460,195**
500060	Overtime - Civilian	995	6,000	6,000	**0**
501070	Pension - Civilian	118,267	117,583	117,583	**82,835**
502010	FICA - Civilian	55,156	60,780	60,780	**33,714**
503010	Health Ins-Act Civilian	98,614	103,440	103,440	**39,026**
503015	Basic Life Insurance - Active Civilian	462	482	482	**274**
503050	Health/Life Insurance - Retiree Civilian	1,311	0	0	**0**
503060	Long Term Disability-Civilian	1,013	1,105	1,105	**510**
503090	Workers Compensation-Civilian-Admin	2,308	2,730	2,730	**1,200**
504020	Compensation Contingency	0	4,743	0	**0**
504030	Unemployment Claims - Administration	0	455	455	**210**
Total	**Personnel Services**	**1,060,878**	**1,114,621**	**1,114,621**	**617,964**
511010	Chemical Gases & Special Fluids	8,717	4,500	13,946	**0**
511020	Construction Materials	143	0	0	**0**
511045	Computer Supplies	6,817	7,000	8,000	**3,000**
511055	Publications & Printed Materials	0	11,000	11,000	**0**
511060	Postage	0	650	650	**500**
511070	Miscellaneous Office Supplies	3,827	6,000	7,224	**2,500**
511110	Fuel	25,513,825	29,273,536	29,273,536	**0**
511115	Vehicle Repair & Maintenance Supplies	31	3,000	3,000	**0**
511120	Clothing	92	3,000	3,000	**0**
511145	Small Tools & Minor Equipment	1,255	8,000	8,000	**0**
511150	Miscellaneous Parts & Supplies	24,568	120,000	108,330	**0**
Total	**Supplies**	**25,559,275**	**29,436,686**	**29,436,686**	**6,000**
520100	Temporary Personnel Services	0	12,000	12,000	**0**
520108	Information Resource Services	13,259	5,100	6,000	**4,100**
520110	Management Consulting Services	144,413	500,000	10,057	**200,000**
520114	Miscellaneous Support Services	0	9,000	9,000	**0**
520119	Computer Equipment/Software Maintenance	3,757	112,000	106,000	**6,000**
520123	Vehicle & Motor Equipment Services	0	0	1,905	**0**
520124	Other Equipment Services	0	0	28,824	**0**
520141	Engineering Services	179,495	200,000	20,014	**100,000**
520515	Print Shop Services	26	2,500	2,500	**2,000**
520605	Advertising Services	996	0	0	**250**
520765	Membership & Professional Fees	1,140	550	550	**550**
520805	Education & Training	300	14,000	14,000	**2,000**
520910	Travel - Non-Training Related	292	1,000	1,000	**750**
521505	Electricity	142,602,030	139,916,684	139,916,684	**138,384,844**
521510	Natural Gas	8,835,858	9,783,380	9,783,380	**8,687,751**
521610	Voice Services	29	1,050	1,397	**1,436**
521630	GIS Revolving Fund Services	0	0	0	**490**
521730	Parking Space Rental	0	1,500	1,500	**0**
521905	Legal Services	53,140	124,550	9,737	**100,000**
522205	Metro Commuter Passes	2,742	2,060	2,060	**960**
522430	Miscellaneous Other Services & Charges	5,731	229,700	229,100	**4,700**
522721	Interfund HR Client Services	0	0	0	**7,258**
522722	KRONOS Service Chargeback	0	0	0	**426**
Total	**Other Services and Charges**	**151,843,208**	**150,915,074**	**150,155,708**	**147,503,515**
551015	Non-Capital Computer Equipment	1,033	0	0	**0**
Total	**Non-Capital Equipment**	**1,033**	**0**	**0**	**0**
	Grand Total Expenditures	**178,464,394**	**181,466,381**	**180,707,015**	**148,127,479**

Business Area Budget Summary

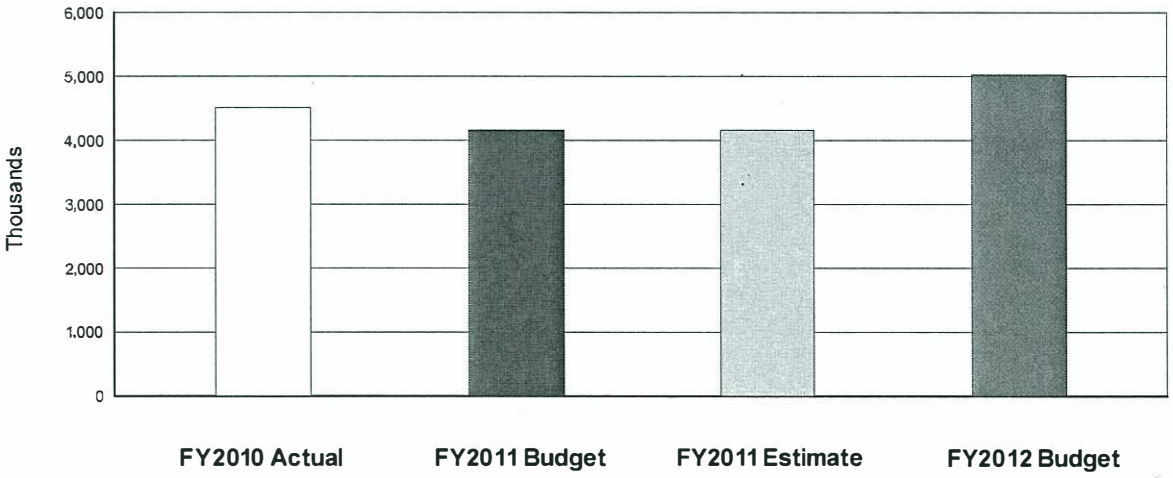
Fund Name : **Central Service Revolving Fund**
Business Area Name : **Administration and Regulatory Affairs**
Fund No./Bus. Area No. : **1002 / 6500**

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	0	0	0	**0**
	Supplies	410,185	400,000	400,000	**400,000**
	Other Services and Charges	4,099,294	3,763,619	3,763,619	**4,623,984**
	Equipment	0	0	0	**0**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	4,509,479	4,163,619	4,163,619	**5,023,984**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	4,509,479	4,163,619	4,163,619	**5,023,984**
Revenues		4,509,479	4,163,619	4,163,619	**5,023,984**
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 FY2012 revenue and expenditures will be a full year reflection of Print Shop Services that is provided through a FY2011 negotiated interlocal cooperation agreement that became effective October 2010 with HISD at a budget of $1.2 million.
- o The increase of FY2012 Xerox expenditure budget is primarily due to the increase of Xerox machines used by City departments.
- o FY2012 postage revenue and expenditures remain constant as adopted for FY2011.
- o Includes annual cost for Hosting and Software Maintenance of the KRONOS automated time and attendance system as approved by City Council (Ordinance 2010-0555) in the amount of $815,365.

Central Service Revolving Fund
Administration and Regulatory Affairs
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Central Service Revolving Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1002 / 6500

Name: Central Services -- 650005

Mission: To manage the citywide xerox copies and postage budgets by monitoring costs and services ensuring the account is balanced.

Goal: Serve and support all the City departments in monitoring and managing costs and services related to xerox copies and postage, and ensure a zero account balance at year end.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Transaction accuracy rate	99%	99%	**99%**

Name: Print Shop -- 650006

Mission: To manage the citywide printed materials budget by monitoring costs and services and ensure the account is balanced.

Goal: Provide the City with the highest quality of printed materials and services at competitive costs and expedite printing requests to meet specifications and deadlines. Generate revenue through outsourced contracts to recover costs of operation.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Outsourced contract goals achieved	100%	100%	**100%**

Name: ARA - Payroll Services -- 650007

Mission: To efficiently deliver accurate, reliable, and timely payroll and support services to our employees and department customers through the efforts of a professional and dedicated staff committed to superior customer service and excellence in everything we do.

Goal: To be the nationally recognized model of excellence in payroll planning, staffing, and operations, where City governments throughout the United States acknowledges the Houston Central Payroll as the beacon of best practices dedicated to delivering responsive, no excuse service.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Cust Svc satisfaction	98%	95%	**95%**
Payroll consolidation	60%	100%	**100%**
Div. SOP for all functions	25%	100%	**100%**
Kronos implem citywide	N/A	75%	**100%**
Payroll Academy - all emps	30%	75%	**100%**

Division Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1002 / 6500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Central Services 650005						
Provide a centralized service function for xerox copies and postage for citywide operating departments. Administer service contracts and processes related service billings.	0.0	2,952,870	0.0	2,990,000	**0.0**	**2,976,000**
Print Shop 650006						
Provide printing services to various departments including design, artwork, layout, offset printing/copying and a variety of finishing services. Provide cost effective high volume copying services through interlocal agreement with Houston Independent School District. The shop has been outsourced to a private vendor.	0.0	1,556,609	0.0	1,173,619	**0.0**	**1,232,619**
ARA - Payroll Services 650007						
Manage employee services and payroll systems processing support for all employees in the City of Houston.	0.0	0	0.0	0	**0.0**	**815,365**
Total	0.0	4,509,479	0.0	4,163,619	**0.0**	**5,023,984**

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1002 / 6500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6500050002	**ARA - Central Services**			
451040	Interfund Postage	400,000	400,000	**400,000**
457030	Interfund Billing & Collection Service	2,531,000	2,590,000	**2,576,000**
Total	**ARA - Central Services**	**2,931,000**	**2,990,000**	**2,976,000**
6500060004	**ARA - Print Shop**			
451060	Interfund Print Shop Operations	1,232,619	1,173,619	**1,232,619**
6500070001	**ARA - Payroll Services**			
424180	Interfund KRONOS	0	0	**815,365**
Total	**Administration and Regulatory Affairs**	**4,163,619**	**4,163,619**	**5,023,984**

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1002 / 6500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
511060	Postage	410,185	400,000	400,000	**400,000**
Total	**Supplies**	**410,185**	**400,000**	**400,000**	**400,000**
520119	Computer Equipment/Software Maintenance	0	0	0	**815,365**
520121	IT Application Svcs	6	0	90	**10**
520515	Print Shop Services	1,553,441	1,229,529	1,169,690	**1,228,964**
521605	Data Services	290	90	339	**1,440**
521610	Voice Services	2,872	3,000	3,500	**2,202**
521620	Voice Equipment	0	0	0	**3**
521715	Office Equipment Rental	2,542,685	2,531,000	2,590,000	**2,576,000**
Total	**Other Services and Charges**	**4,099,294**	**3,763,619**	**3,763,619**	**4,623,984**
	Grand Total Expenditures	**4,509,479**	**4,163,619**	**4,163,619**	**5,023,984**


CITY OF HOUSTON
TEXAS

Business Area Budget Summary

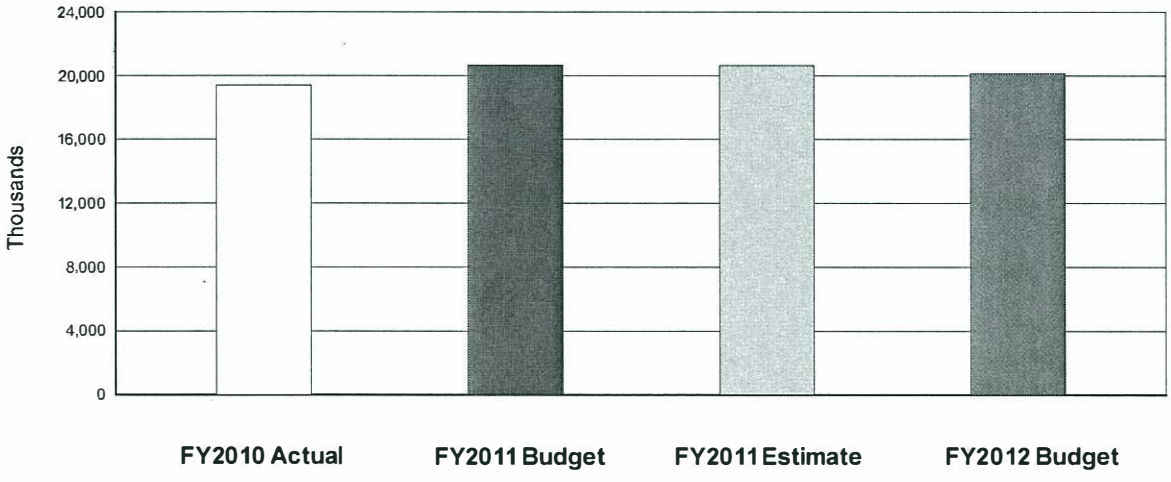
Fund Name : Central Service Revolving Fund
Business Area Name : Information Technology
Fund No./Bus. Area No. : 1002 / 6800

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	195,226	202,845	203,048	**607,943**
	Supplies	0	0	0	**0**
	Other Services and Charges	19,195,929	20,460,131	20,431,977	**19,539,576**
	Equipment	0	0	0	**0**
	Total M & O Expenditures	19,391,155	20,662,976	20,635,025	**20,147,519**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	19,391,155	20,662,976	20,635,025	**20,147,519**
Revenues		19,391,155	20,662,976	20,635,025	**20,147,519**
Staffing	Full-Time Equivalents - Civilian	2.0	2.0	2.0	**6.3**
	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	2.0	2.0	2.0	**6.3**
	Full-Time Equivalents - Overtime	0.0	2.0	2.0	**0.0**

Significant Budget Changes and Highlights

- o Revise and improve the chargeback model to allow departments to effectively manage all IT costs.
- o Continue to aggregate maintenance and support agreements citywide to reduce cost.
- o Implement improvements to manage the fund as it relates to accruals, year-end projections, and annual budgets.

Central Service Revolving Fund
Information Technology
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Central Service Revolving Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1002 / 6800

Name: IT - Solutions Delivery -- 680002

Mission: Solutions Delivery is responsible for providing citywide applications support to the City's core business systems; as well as, support for selected departmental applications. Solutions Delivery's mission is to ensure that its client departments technology needs are well understood, organized, efficiently delivered, and effectively supported.

Goal: Solutions Delivery is responsible for consulting with client departments to understand their business operations and technology requirements; overseeing the process by which projects are identified and defined, and in conjunction with departments developing cost benefit analysis to justify funding. The primary goal is to develop, deliver, and sustain enterprise and departmental applications that support business user needs across the city.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Attribute Work to Clients	79.5%	70.0%	**75.0%**
Uptime Percentage	N/A	95.0%	**97.5%**
Project MGMT Processes	N/A	N/A	**50.0%**
Defined Bus. Processes	N/A	N/A	**1,000**
Meta-data Fields Defined	N/A	N/A	**1,500**

Name: IT - Infrastructure Group -- 680003

Mission: To improve the quality of services to our customers (citizens and employees) on a daily basis through cross-functional teamwork while minimizing operating expenses and improving the City's business processes.

Goal: To provide a reliable and secure network infrastructure, an effective and efficient (secure, reliable, highly available, and scalable) server operations infrastructure and a reliable telecommunications infrastructure and to support the departments' 4,000 desktop users.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Desktops Supported	2,800	3,250	**3,250**
User Satisfaction	4.6	4.6	**4.6**
Network Availability	95.0%	95.0%	**95.0%**
Key Systems Availability	95.0%	95.0%	**95.0%**
Service Requests	9,000	11,000	**11,000**

Division Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1002 / 6800

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
IT - Solutions Delivery 680002						
Provides solutions for business processes to City departments and responsible for implementing and supporting enterprise systems such as ERP, commercial off-the-shelf applications like 3-1-1, Fleet, the Contact Center, as well as custom developed solutions.	2.0	2,454,083	2.0	2,655,597	**1.7**	**2,792,140**
IT - Infrastructure Group 680003						
Provide firewall security, monitoring the network, preventing outsiders from accessing the City's data resources through hardware and software protocols and security criteria.	0.0	16,937,072	0.0	17,979,428	**4.6**	**17,355,379**
Total	2.0	19,391,155	2.0	20,635,025	**6.3**	**20,147,519**

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1002 / 6800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE COORDINATOR	24	1.0	0.8	(0.2)
LAN SPECIALIST	26	0.0	1.0	1.0
OPERATIONS MANAGER	27	1.0	1.0	
SENIOR CENTRAL NETWORK ADMINISTRATOR	28	0.0	1.0	1.0
STUDENT INTERN II	10	0.0	0.8	0.8
SYSTEMS SUPPORT ANALYST I	16	0.0	0.7	0.7
SYSTEMS SUPPORT ANALYST IV	25	0.0	1.0	1.0
Total FTEs		**2.0**	**6.3**	**4.3**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**2.0**	**6.3**	**4.3**

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1002 / 6800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6800020003	**IT - Enterprise Application-311 Support**			
424100	Intfd IT Network Svc	2,658,894	2,660,899	**2,793,264**
6800030005	**IT - Network Voice Services**			
451020	Interfund Billing-Telephone	13,595,791	13,865,835	**13,195,791**
457020	Interfund Communication Equipment Repair	4,408,291	4,108,291	**4,158,464**
Total	**IT - Network Voice Services**	**18,004,082**	**17,974,126**	**17,354,255**
Total	**Information Technology**	**20,662,976**	**20,635,025**	**20,147,519**

Business Area Expenditure Summary

Fund Name : **Central Service Revolving Fund**
Business Area Name : **Information Technology**
Fund No./Bus. Area No. : **1002 / 6800**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	147,617	153,451	153,451	**392,143**
500030	Salary Part Time - Civilian	0	0	0	**60,112**
501070	Pension - Civilian	21,857	21,977	22,864	**70,586**
502010	FICA - Civilian	10,886	11,751	11,465	**34,597**
503010	Health Ins-Act Civilian	14,254	14,916	14,580	**48,419**
503015	Basic Life Insurance - Active Civilian	87	90	92	**253**
503060	Long Term Disability-Civilian	169	170	176	**473**
503090	Workers Compensation-Civilian-Admin	356	420	420	**1,290**
504030	Unemployment Claims - Administration	0	70	0	**70**
Total	**Personnel Services**	**195,226**	**202,845**	**203,048**	**607,943**
520121	IT Application Svcs	2,254,050	2,448,973	2,448,973	**2,579,980**
520157	Computer Software Maintenance Services	517,896	0	0	**0**
520158	Computer Equipment Maintenance Services	11,164	0	0	**0**
521605	Data Services	956,125	2,848,291	2,848,291	**2,795,612**
521610	Voice Services	14,344,551	13,595,791	13,867,637	**13,195,791**
521620	Voice Equipment	616,468	750,000	450,000	**450,000**
521625	Voice Labor	490,868	810,000	810,000	**510,000**
521630	GIS Revolving Fund Services	0	76	76	**76**
522205	Metro Commuter Passes	2,567	3,500	3,500	**3,500**
522430	Miscellaneous Other Services & Charges	2,240	3,500	3,500	**3,429**
522721	Interfund HR Client Services	0	0	0	**1,117**
522722	KRONOS Service Chargeback	0	0	0	**71**
Total	**Other Services and Charges**	**19,195,929**	**20,460,131**	**20,431,977**	**19,539,576**
	Grand Total Expenditures	**19,391,155**	**20,662,976**	**20,635,025**	**20,147,519**

Business Area Budget Summary

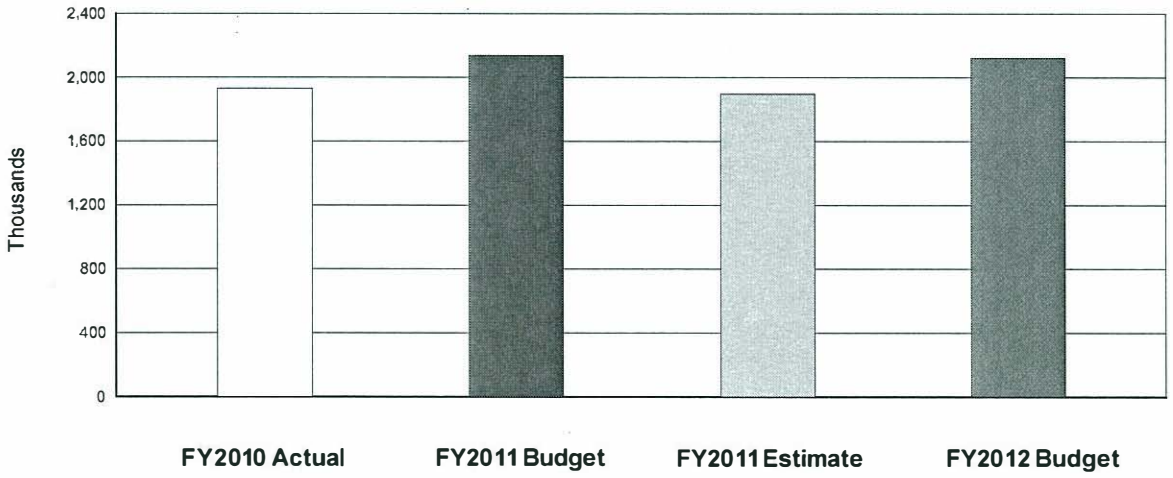
Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus. Area No. : 1002 / 7000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	1,106,907	1,163,160	1,022,056	**1,077,951**
	Supplies	13,466	51,919	51,919	**50,930**
	Other Services and Charges	795,254	881,799	780,182	**994,042**
	Equipment	5,500	42,290	42,290	**0**
	Non-Capital Equipment	9,822	0	0	**0**
	Total M & O Expenditures	1,930,949	2,139,168	1,896,447	**2,122,923**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	1,930,949	2,139,168	1,896,447	**2,122,923**
Revenues		1,930,949	2,139,168	1,896,447	**2,122,923**
Staffing	Full-Time Equivalents - Civilian	8.0	12.5	11.1	**11.5**
	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	8.0	12.5	11.1	**11.5**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o Improve the look and functionality of the Geographic Information System (GIS) My City application integrating Public Works Geographic Information Management System (GIMS) and simplifying the data layers, refining search tools for ease of use and improved performance.
- o Continue development and testing of new Electronic Digital Review Coordination (EDRC), which includes integration with GIS and online payments.
- o Implement new server and Demilitarized Zone (DMZ) infrastructure to support Enterprise Geographical Information System (EGIS) at the Houston Emergency Center (HEC) data center and upgrade the ArcGeographic Information System (ArcGIS) environment to latest version (ArcGIS 10).

Central Service Revolving Fund
Planning & Development
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1002 / 7000

Name: PD - GIS Services -- 700002

Mission: To serve the Geographic Information System and Geospatial needs of the City of Houston across departments and among all staff and citizens.

Goal: Continue development and support of GIS data integrations; support and develop where feasible specialized Information System (IS) applications for business units. Continue development of replacement for Legacy Development Review Coordination (DRC) with new web based, GIS centric application. Implement official address assignment within city limits; continue address and street road maintenance in Extra Territorial Jurisdiction (ETJ).

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
GIS Training	391	325	**325**
New Application/Services	19	10	**10**
New Data Migration	14	5	**5**
New Data Layers	10	25	**25**

Division Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1002 / 7000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
PD - GIS Services 700002						
Enterprise GIS (EGIS) centralizes data for interdepartmental and public access, via web and desktop services and tools; Includes training, technical support, hardware, software, application and data development and GIS consulting.	8.0	1,930,949	11.1	1,896,447	**11.5**	**2,122,923**
Total	8.0	1,930,949	11.1	1,896,447	**11.5**	**2,122,923**

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1002 / 7000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
GIS ANALYST	20	3.0	2.0	(1.0)
GIS MANAGER	29	2.0	0.0	(2.0)
GIS SUPERVISOR	26	3.5	3.5	
INFORMATION SYSTEMS ADMINISTRATOR	30	0.0	1.0	1.0
SENIOR GIS ANALYST	24	1.0	1.0	
SENIOR GIS TECHNICIAN	17	0.0	1.0	1.0
SYSTEMS SUPPORT ANALYST IV	25	1.0	1.0	
WEB DESIGNER	21	1.0	1.0	
WEBMASTER	26	1.0	1.0	
Total FTEs		**12.5**	**11.5**	**(1.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**12.5**	**11.5**	**(1.0)**

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1002 / 7000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
7000020001	**GIS Services**			
457090	ENT-Geographic Information System	2,139,168	1,896,447	**2,122,923**
Total	**Planning & Development**	**2,139,168**	**1,896,447**	**2,122,923**

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus. Area No. : 1002 / 7000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	842,649	885,896	772,323	**783,132**
500060	Overtime - Civilian	(136)	0	0	**0**
500110	Bilingual Pay - Civilian	904	904	867	**904**
501070	Pension - Civilian	125,056	128,460	120,936	**140,964**
501120	Termination Pay - Civilian	2,709	3,000	3,000	**15,000**
502010	FICA - Civilian	62,738	67,841	57,534	**59,980**
503010	Health Ins-Act Civilian	69,182	72,406	63,181	**73,787**
503015	Basic Life Insurance - Active Civilian	499	516	456	**457**
503060	Long Term Disability-Civilian	1,056	1,066	957	**981**
503090	Workers Compensation-Civilian-Admin	2,250	2,634	2,365	**2,309**
504030	Unemployment Claims - Administration	0	437	437	**437**
Total	**Personnel Services**	**1,106,907**	**1,163,160**	**1,022,056**	**1,077,951**
511040	Audiovisual Supplies	585	0	0	**0**
511045	Computer Supplies	11,821	41,919	41,919	**41,919**
511055	Publications & Printed Materials	99	2,500	2,500	**2,500**
511070	Miscellaneous Office Supplies	961	7,500	7,500	**6,511**
Total	**Supplies**	**13,466**	**51,919**	**51,919**	**50,930**
520107	Computer Info/Contr	16,595	138,210	44,600	**185,500**
520116	Parking Services Contract	0	0	0	**3,500**
520119	Computer Equipment/Software Maintenance	512,974	662,600	656,795	**691,232**
520765	Membership & Professional Fees	1,300	3,500	1,000	**3,500**
520805	Education & Training	23,787	62,500	62,500	**62,500**
520905	Travel - Training Related	14,078	10,600	10,600	**10,600**
521610	Voice Services	7	0	0	**0**
521630	GIS Revolving Fund Services	0	0	0	**26,119**
522205	Metro Commuter Passes	5,912	4,389	4,687	**4,700**
522430	Miscellaneous Other Services & Charges	220,601	0	0	**0**
522721	Interfund HR Client Services	0	0	0	**6,142**
522722	KRONOS Service Chargeback	0	0	0	**249**
Total	**Other Services and Charges**	**795,254**	**881,799**	**780,182**	**994,042**
560210	Furniture Fixtures and Equipment	5,500	0	0	**0**
560230	Computer HW and Developed SW	0	42,290	42,290	**0**
Total	**Equipment**	**5,500**	**42,290**	**42,290**	**0**
551015	Non-Capital Computer Equipment	5,332	0	0	**0**
551040	Non-Capital Other	4,490	0	0	**0**
Total	**Non-Capital Equipment**	**9,822**	**0**	**0**	**0**
	Grand Total Expenditures	**1,930,949**	**2,139,168**	**1,896,447**	**2,122,923**

Business Area Budget Summary

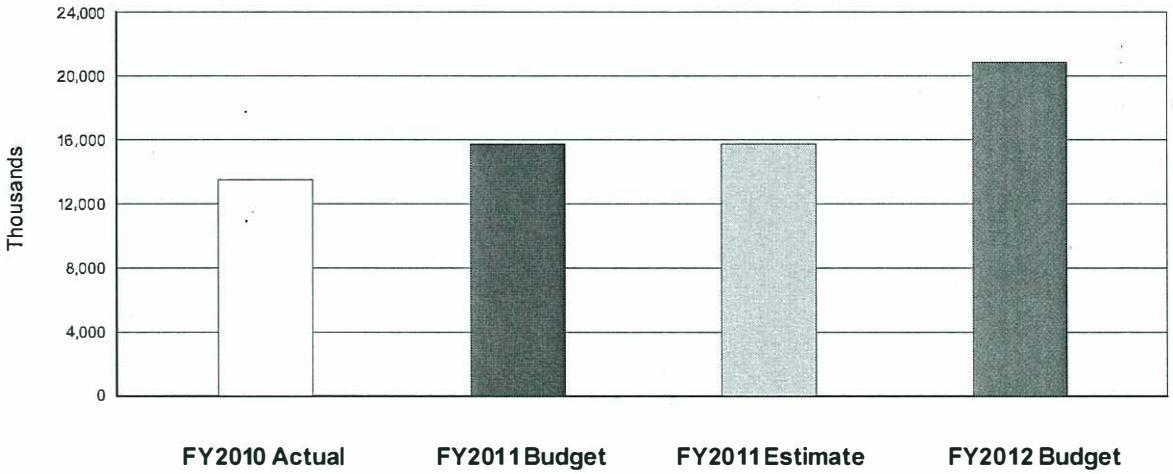
Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1002 / 8000

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	301,922	5,437,891	5,437,891	**9,733,016**
	Supplies	788	3,628	3,628	**60,038**
	Other Services and Charges	13,201,612	10,297,698	10,297,698	**11,009,080**
	Non-Capital Equipment	0	0	0	**56,100**
	Total M & O Expenditures	13,504,322	15,739,217	15,739,217	**20,858,234**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	13,504,322	15,739,217	15,739,217	**20,858,234**
Revenues		13,504,322	15,739,217	15,739,217	**20,858,234**
Staffing	Full-Time Equivalents - Civilian	6.0	75.7	68.5	**129.0**
	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	6.0	75.7	68.5	**129.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- Provide Human Resources client services consulting, expertise and support to department leadership and Human Resources services and support to citywide personnel.
- The services include most of the mandated activities associated with Human Resources such as: the citywide processing of personnel transactions, records updates, employee relations, grievances, benefits support, retirement, staffing, separations planning, development and monitoring of legal compliance.
- The Temporary Employee Service Program (TESP) web based system will continue to further promote administration efficiency by reducing paper usage, improving service delivery, record keeping and management reports.
- Internal administrative overhead will remain at a low 2.4% in FY2012.
- The FY2012 increase in budget and FTE's includes Human Resources client services consolidation.

Central Service Revolving Fund
Human Resources
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

Name: Temporary Employee Services/Drug Testing --800011

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Administrate the acquisition of temporary employee staffing services, perform ongoing contract maintenance, and monitor contract compliance to allow City departments to focus on their mission and project deadlines.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Invoice review process	20,070	12,500	**13,000**
Vendor payments	3,518	3,225	**3,450**
Drug tests	298	305	**275**

Name: HR Client Relations Division -- 800020

Mission: To be a strategic partner by providing Human Resources programs that attract, develop, retain, and engage a skilled and diverse workforce.

Goal: Analyze and redefine Human Resources processes to reduce time and labor costs while improving Human Resources services to our customers.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Performance level surveys	N/A	1	**4**
CRM strategy sessions	N/A	20	**240**
Process evaluations/ standardization	N/A	2	**60**

Division Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Temporary Employee Services/Drug Testing 800011						
Provide needed temporary employees to the City department's at the best cost possible, while maintaining the quality of temporary employees and meeting department needs.	6.0	13,504,322	4.0	10,529,315	**4.0**	**11,052,554**
HR Client Relations Division 800020						
Provide Human Resources client services consulting, expertise and support to department leadership and Human Resources services and support to citywide personnel.	0.0	0	64.5	5,209,902	**125.0**	**9,805,680**
Total	6.0	13,504,322	68.5	15,739,217	**129.0**	**20,858,234**

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	0.0	1.0	1.0
ADMINISTRATIVE AIDE	10	0.0	2.0	2.0
ADMINISTRATIVE ASSISTANT	17	1.0	12.0	11.0
ADMINISTRATIVE ASSOCIATE	13	0.0	6.0	6.0
ADMINISTRATIVE COORDINATOR	24	0.0	6.0	6.0
ADMINISTRATIVE SPECIALIST	20	0.0	9.0	9.0
ADMINISTRATIVE SPECIALIST (EXE LEV)	20	0.0	1.0	1.0
ADMINISTRATIVE SUPERVISOR	22	0.0	3.0	3.0
ASSISTANT DIRECTOR-HUMAN RESOURCES (EXE LEV)	32	0.0	1.0	1.0
CONTRACT ADMINISTRATOR	22	1.0	0.0	(1.0)
DIVISION MANAGER	29	0.0	12.0	12.0
EXECUTIVE OFFICE ASSISTANT	15	0.0	1.0	1.0
HUMAN RESOURCES ASSISTANT	13	0.0	4.0	4.0
HUMAN RESOURCES GENERALIST	17	0.0	12.0	12.0
HUMAN RESOURCES MANAGER	27	0.0	9.0	9.0
HUMAN RESOURCES SPECIALIST	17	0.0	1.0	1.0
HUMAN RESOURCES SUPERVISOR	24	1.0	7.0	6.0
HUMAN RESOURCES TECHNICIAN	12	0.0	4.0	4.0
MANAGEMENT ANALYST III	21	0.0	2.0	2.0
SENIOR ACCOUNT CLERK	13	3.0	3.0	
SENIOR HUMAN RESOURCES GENERALIST	21	0.0	31.0	31.0
SENIOR HUMAN RESOURCES SPECIALIST	21	0.0	1.0	1.0
STAFF ANALYST	26	0.0	1.0	1.0
Total FTEs		**6.0**	**129.0**	**123.0**
Less adjustment for Civilian Vacancy Factor		**(69.7)**	**0.0**	**69.7**
Full-Time Equivalents		**75.7**	**129.0**	**53.3**

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
8000110001	**Temporary Personnel Service**			
426290	Other Service Charges	249,315	249,315	**252,554**
451050	Interfund Lab Services	262,000	262,000	**300,000**
457070	Interfund Temporary Personnel	10,018,000	10,018,000	**10,500,000**
Total	**Temporary Personnel Service**	**10,529,315**	**10,529,315**	**11,052,554**
8000210001	**HR - Client Relations Administration**			
424110	Other Interfund Services	5,209,902	5,209,902	**9,805,680**
Total	**Human Resources**	**15,739,217**	**15,739,217**	**20,858,234**

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1002 / 8000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	225,657	3,990,200	3,946,199	**6,900,401**
500030	Salary Part Time - Civilian	0	18,948	18,948	**52,774**
500060	Overtime - Civilian	355	0	0	**0**
500110	Bilingual Pay - Civilian	0	8,734	8,671	**14,458**
501070	Pension - Civilian	33,613	598,235	589,235	**1,242,074**
501120	Termination Pay - Civilian	0	0	60,000	**0**
502010	FICA - Civilian	16,792	309,294	307,295	**531,871**
503010	Health Ins-Act Civilian	23,787	488,095	483,152	**950,450**
503015	Basic Life Insurance - Active Civilian	143	2,356	2,356	**4,098**
503060	Long Term Disability-Civilian	508	6,066	6,072	**10,880**
503090	Workers Compensation-Civilian-Admin	1,067	15,753	15,753	**25,800**
504030	Unemployment Claims - Administration	0	210	210	**210**
Total	**Personnel Services**	**301,922**	**5,437,891**	**5,437,891**	**9,733,016**
511040	Audiovisual Supplies	0	0	0	**1,135**
511045	Computer Supplies	0	628	628	**15,373**
511050	Paper & Printing Supplies	0	0	0	**15,405**
511055	Publications & Printed Materials	0	0	0	**1,125**
511060	Postage	0	0	0	**6,660**
511070	Miscellaneous Office Supplies	788	3,000	3,000	**18,000**
511150	Miscellaneous Parts & Supplies	0	0	0	**2,340**
Total	**Supplies**	**788**	**3,628**	**3,628**	**60,038**
520100	Temporary Personnel Services	12,909,842	10,018,000	10,018,000	**10,500,000**
520110	Management Consulting Services	11,832	5,000	5,000	**4,000**
520114	Miscellaneous Support Services	0	5,000	5,000	**10,000**
520119	Computer Equipment/Software Maintenance	371	0	0	**42,196**
520121	IT Application Svcs	0	679	679	**778**
520515	Print Shop Services	76	0	0	**0**
520765	Membership & Professional Fees	0	0	0	**3,500**
520805	Education & Training	780	1,000	602	**16,625**
520905	Travel - Training Related	0	0	0	**3,500**
520910	Travel - Non-Training Related	0	100	100	**9,700**
521610	Voice Services	730	518	518	**31,302**
521620	Voice Equipment	0	892	892	**563**
521630	GIS Revolving Fund Services	0	228	228	**228**
521730	Parking Space Rental	4,094	4,281	4,281	**30,280**
522205	Metro Commuter Passes	315	0	398	**32,829**
522430	Miscellaneous Other Services & Charges	273,572	262,000	262,000	**300,000**
522722	KRONOS Service Chargeback	0	0	0	**1,704**
522780	Interfund Photo Copy Services	0	0	0	**21,875**
Total	**Other Services and Charges**	**13,201,612**	**10,297,698**	**10,297,698**	**11,009,080**
551010	Non-Capital Office Furniture & Equipment	0	0	0	**5,100**
551015	Non-Capital Computer Equipment	0	0	0	**51,000**
Total	**Non-Capital Equipment**	**0**	**0**	**0**	**56,100**
	Grand Total Expenditures	**13,504,322**	**15,739,217**	**15,739,217**	**20,858,234**


CITY OF HOUSTON
TEXAS

Fund Summary

Fund Name : **Project Cost Recovery Fund**
Fund No./Bus. Area No. : **1001 / 2000 / 2500 / 6800**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	0	0	**0**
Revenues	45,787,505	42,938,540	**49,130,635**
Expenditures	45,787,505	42,938,540	**49,130,635**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	0	0	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, FY2011 Estimates and the FY2012 Budget for the Project Cost Recovery Fund. Also included are the projected beginning and ending fund balances, total revenues and total expenditures.

The Project Cost Recovery Fund was established to segregate those activities in the General Fund and Combined Utility Service (CUS) Fund that are in direct support of the City's Capital Improvement Plan (CIP). These activities encompass a variety of divisions within the department, with the majority of the activities in the Engineering & Construction Division (ECD). The costs of these activities are recovered from the appropriate CIP funds through the use of time sheets provided by the operating divisions. Included in the chargeback is an overhead surcharge that pays for administrative costs provided by the fund's management and support staff. An additional amount is included in the surcharge that pays for the fund's indirect cost allocation as calculated by the Finance Department.

The primary areas of focus for the Project Cost Recovery Fund are:

- Continue to design and construct the City's public infrastructure so that quality capital projects are delivered in a timely fashion, within budget and with minimal inconvenience to the citizens of the City.
- Continue to assess and revise policies and procedures in order to improve efficiency and effectiveness in the management of the City's CIP program.
- Continue to refine the requirements for City's contractors so as to streamline the delivery of services.
- Continue to coordinate infrastructure improvements within the City limits sponsored by other governmental entities in order to ensure quality work.

Business Area Budget Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

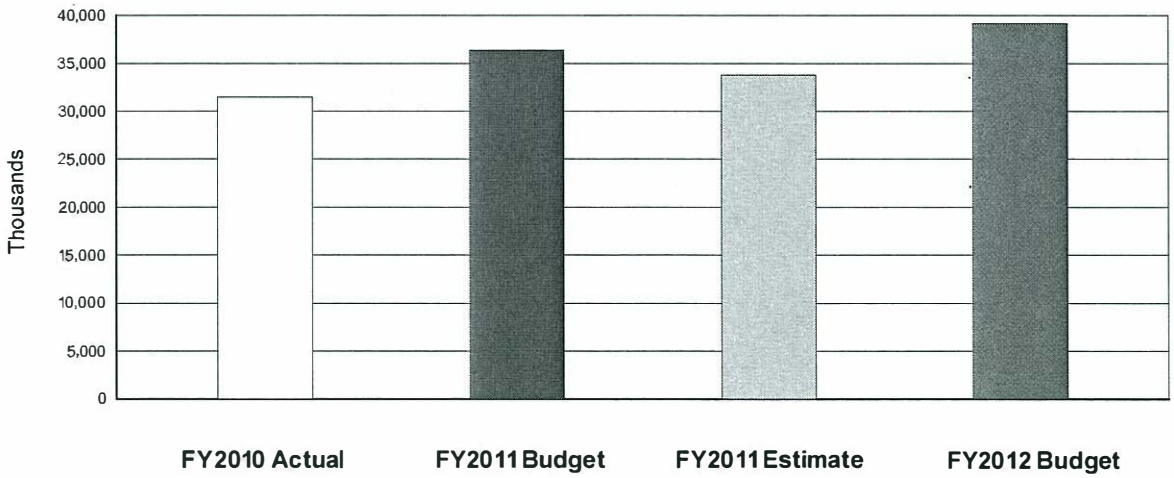
		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	26,199,290	30,322,770	27,934,393	**32,248,800**
	Supplies	258,227	408,200	305,850	**439,500**
	Other Services and Charges	4,927,015	5,615,086	5,430,503	**6,474,200**
	Equipment	69,858	10,800	46,000	**0**
	Non-Capital Equipment	16,945	40,908	33,908	**19,200**
	Total M & O Expenditures	31,471,335	36,397,764	33,750,654	**39,181,700**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	31,471,335	36,397,764	33,750,654	**39,181,700**
Revenues		31,471,335	36,397,764	33,750,654	**39,181,700**
Staffing	Full-Time Equivalents - Civilian	317.5	350.3	322.0	**330.0**
	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	317.5	350.3	322.0	**330.0**
	Full-Time Equivalents - Overtime	4.3	5.4	2.7	**6.1**

Significant Budget Changes and Highlights

o Continue concerted effort to update standards for infrastructure.

o Added two new graduate engineer positions that will be used to coordinate infrastructure improvements sponsored by other governmental entities within the Houston City limits such as TxDot, Harris County, CDBG and ARRA under Interagency Coordination, as well as, handle additional water and sewer design and construction projects as a result of the Northeast Water Purification Plant expansion.

Project Cost Recovery Fund
Public Works & Engineering
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Name: Traffic Operations Division -- 200002

Mission: The Traffic Operations Division operates and maintains Houston's traffic control system according to City codes in a coordinated manner. Provide increased mobility responsibly, effectively, and efficiently to serve the citizens.

Goal: Comply with Federal Highway Administration recommended guidelines.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Signs - 90% of sign work orders comp. in 14 days	N/A	N/A	**90%**
Signals-programmed signal	5,244	5,088	**5,100**
Signal optimizations	873	968	**800**
Pavement Markings (ft)	5,451,072	8,837,600	**7,000,000**

Name: Office of the Director -- 200003

Mission: Provide quality certification, compliance, business development, and training programs while maintaining high standards of customer services and accountability.

Goal: Monitor payment of prevailing wages on city and federally funded construction contracts.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Program support	100%	100%	**100%**

Name: Resource Management Division -- 200005

Mission: Provide financial reporting on Capital Improvement Plan (CIP) projects, grants and revenues.

Goal: Manage cost recovery function and interfund accounting process.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Pay estimates processed	100%	100%	**100%**
Financial reporting & docs	100%	100%	**100%**
Project contract closeout	100%	100%	**100%**
Joint funded reimb.	100%	100%	**100%**

Division Mission and Performance Measures

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Name: Planning & Development Division -- 200006

Mission: Coordinate planning initiatives and prepare long term 10 year planning goals for City's infrastructure improvement, as well as, acquire land in support of Capital Improvement Plan projects.

Goal: Ensure that projects are properly inspected and meet the City's specifications and standards. Forecast long term funding needs and priorities. Acquire parcels of land for CIP projects.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Developer participation contracts (DPC) projects	4	6	**6**
Create annual CIP and track appropriation	50%	50%	**50%**
Parcels of land acquired	398	450	**497**

Name: Engineering & Construction Division -- 200007

Mission: Design and construct Houston's public infrastructure so that quality capital projects are delivered timely, within budget, and with minimum inconvenience to the public, while protecting the public health, safety, and welfare of citizens.

Goal: Enhance project delivery through improved process and increased consistency in practice.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Prep. prof. svcs actions	60	67	**70**
Prep. contract actions	40	63	**70**
Prep. amendment, ordinance	55	55	**55**
Prep. accept work actions	61	97	**100**
Prep. land boundary survey	300	300	**300**

Name: Information Technology -- 200008

Mission: Provide and maintain technology solutions to support planning, design, construction, operation, and maintenance of the public infrastructure systems while maintaining high availability, response time, data accuracy, and integrity to serve the needs of the Department.

Goal: Assist the Capital Improvement Project Management System (CIPMS) users to track projects, analyze data, produce reports, and evaluate contractors.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
System availability for enterprise downtime less than .10%	100%	99.99%	**99.90%**
Distributed servers down time less than .50%	N/A	N/A	**99.50%**

Division Mission and Performance Measures

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Name: Management Support Branch -- 200009

Mission: Fund the CIP Cost Recovery payroll function staffed in Administration & Regulatory Affairs Department.

Goal: Provide necessary funding to ensure effective delivery of accurate, reliable and timely bi-weekly payroll reports.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Manage funds to maintain program	100%	100%	**100%**

Division Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Traffic Operations Division 200002						
Manage and analyze traffic calming plans to support the Neighborhood Traffic Management Program.	0.0	0	7.5	678,757	**3.0**	**311,071**
Office of the Director 200003						
Administer the City's Minority/Women/Disadvantaged Business Enterprise Program (M/W/DBE) and Disabilities Business Enterprise Program (PDBE).	0.0	324,436	0.0	394,826	**0.0**	**583,400**
Resource Management Division 200005						
Monitor and account for CIP related revenues. Process pay estimates and project reimbursements in a timely manner. Provide financial reports on project and grant related activites.	13.8	2,369,616	14.8	2,484,959	**16.8**	**3,219,862**
Planning & Development Division 200006						
Support the City's Capital Improvement Projects by coordinating planning initiatives and prepare for long term 10 year planning goals and prepare 5 year rolling plan for water, sanitation, storm drainage, and roadway projects. Acquire land in support of CIP projects.	62.3	6,038,970	58.6	6,356,513	**65.0**	**6,978,390**
Engineering & Construction Division 200007						
The Engineering and Construction Division is responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five year CIP plan.	234.3	22,113,238	234.6	23,101,022	**237.4**	**27,248,776**
Information Technology 200008						
Technically assist the PW&E's inspectors to perform work and input data into CIPMS from remote sites.	6.7	580,081	6.5	682,169	**7.8**	**795,801**

Division Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
Management Support Branch 200009						
Provide necessary funding to ensure effective delivery of accurate, reliable and timely bi-weekly payroll reports.	0.4	44,994	0.0	52,408	**0.0**	**44,400**
Total	317.5	31,471,335	322.0	33,750,654	**330.0**	**39,181,700**

Business Area Roster Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ACCOUNTANT	17	1.0	1.0	
ACCOUNTANT ASSOCIATE	14	1.0	1.0	
ADMINISTRATION MANAGER	26	1.0	1.0	
ADMINISTRATIVE AIDE	10	3.0	3.0	
ADMINISTRATIVE ASSISTANT	17	18.0	16.0	(2.0)
ADMINISTRATIVE ASSOCIATE	13	7.0	7.0	
ADMINISTRATIVE COORDINATOR	24	5.0	5.0	
ADMINISTRATIVE SPECIALIST	20	12.0	11.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	5.0	5.0	
ASSISTANT DIRECTOR (EXE LEV)	32	4.0	6.0	2.0
ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV)	34	6.0	5.0	(1.0)
ASSISTANT PROJECT MANAGER	20	4.0	4.0	
ASSISTANT REAL ESTATE ANALYST	17	2.0	2.0	
ASSISTANT REAL ESTATE MANAGER	26	4.0	4.0	
ASSOCIATE PLANNER	13	1.0	1.0	
CHIEF INSPECTOR	27	1.0	1.0	
CHIEF SURVEYOR	28	1.0	1.0	
CLERK	5	1.0	1.0	
COMMUNITY SERVICE INSPECTOR	16	1.0	0.0	(1.0)
CONTRACT ADMINISTRATOR	22	0.0	1.0	1.0
CONTRACT COMPLIANCE SUPERVISOR	22	1.0	1.0	
CUSTOMER SERVICE REP. I	13	3.0	3.0	
CUSTOMER SERVICE REP. II	15	1.0	1.0	
CUSTOMER SERVICE REP. III	16	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	1.0	
DEPUTY DIRECTOR-PUBLIC WORKS	36	1.0	1.0	
DIVISION MANAGER	29	1.0	1.0	
ENGINEER	26	13.0	13.0	
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
EXECUTIVE STAFF ANALYST	30	1.0	1.0	
FINANCIAL ANALYST I	15	2.0	2.0	
FINANCIAL ANALYST II	18	2.0	1.8	(0.2)
FINANCIAL ANALYST IV	25	4.0	4.0	
GIS ANALYST	20	1.0	1.0	
GRADUATE ENGINEER	22	21.0	22.0	1.0
INSPECTOR	18	47.0	49.0	2.0
INSTRUMENT PERSON	11	4.0	4.0	
IT PROJECT MANAGER	28	2.0	1.0	(1.0)
MANAGEMENT ANALYST II	18	2.0	4.0	2.0
MANAGEMENT ANALYST III	21	2.0	2.0	
MANAGEMENT ANALYST IV	25	2.0	2.0	
MANAGING ENGINEER	31	15.0	14.0	(1.0)
MESSENGER	6	2.0	2.0	
OFFICE SERVICE MANAGER	23	1.0	1.0	
OFFICE SUPERVISOR	17	3.0	3.0	
PARTY CHIEF	19	4.0	4.0	
PLANNER	16	1.0	1.0	
PLANNER LEADER	24	1.0	1.0	
PROGRAMMER ANALYST II	19	1.0	1.0	
PROGRAMMER ANALYST IV	25	2.0	2.0	
PROJECT MANAGER	24	15.0	17.0	2.0
PROJECT TECHNICIAN I	8	1.0	1.0	

Business Area Roster Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
PROJECT TECHNICIAN II	13	3.0	3.0	
PROJECT TECHNICIAN III	17	8.0	8.0	
PROJECT TECHNICIAN IV	20	4.0	4.0	
REAL ESTATE ANALYST	20	4.0	4.0	
REAL ESTATE MANAGER	29	3.0	3.0	
REAL ESTATE SUPERVISOR	21	1.0	1.0	
RECORDS SUPERVISOR	18	1.0	1.0	
RECORDS TECHNICIAN	9	2.0	2.0	
RODPERSON	5	3.0	3.0	
SENIOR ACCOUNT CLERK	13	2.0	2.0	
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR GIS TECHNICIAN	17	1.0	1.0	
SENIOR INSPECTOR	22	13.0	13.0	
SENIOR PAVING ASSESSMENT SPECIALIST	20	1.0	1.0	
SENIOR PROJECT MANAGER	27	20.0	20.0	
SENIOR REAL ESTATE ANALYST	24	16.0	16.0	
SENIOR RODPERSON	9	3.0	3.0	
SENIOR STAFF ANALYST	28	5.0	5.0	
STAFF ANALYST	26	2.0	2.0	
STUDENT INTERN II	10	1.0	1.0	
SUPERINTENDENT	24	2.0	2.0	
SUPERVISING ENGINEER	29	27.0	30.0	3.0
SYSTEMS CONSULTANT	26	0.0	1.0	1.0
SYSTEMS SUPPORT ANALYST I	16	2.0	1.0	(1.0)
TECHNICAL HARDWARE ANALYST II	21	0.0	1.0	1.0
TECHNICAL HARDWARE ANALYST III	23	0.5	0.8	0.3
Total FTEs		**362.5**	**369.6**	**7.1**
Less adjustment for Civilian Vacancy Factor		**12.2**	**39.6**	**27.4**
Full-Time Equivalents		**350.3**	**330.0**	**(20.3)**

Business Area Revenue Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2000020012	**PWE - Traffic Neighborhood Programs**			
424020	Interfund Engineering Services	275,010	275,010	**569,304**
2000020014	**PWE - Traffic Construction Projects**			
424020	Interfund Engineering Services	517,823	504,823	**0**
2000060007	**PWE - Office of the City Engineer**			
424020	Interfund Engineering Services	380,691	80,691	**374,386**
452030	Miscellaneous Revenue	31,000	30,588	**31,000**
Total	**PWE - Office of the City Engineer**	**411,691**	**111,279**	**405,386**
2000060010	**PWE - Real Estate**			
424020	Interfund Engineering Services	0	300,000	**0**
457010	Interfund Land Acquisition	1,622,647	1,602,471	**1,757,979**
Total	**PWE - Real Estate**	**1,622,647**	**1,902,471**	**1,757,979**
2000070001	**PWE - Engineering & Construction Support Services**			
421280	Other Licenses & Permits	40,000	93,000	**0**
424020	Interfund Engineering Services	436,258	391,187	**530,070**
Total	**PWE - Engineering & Construction Support Se**	**476,258**	**484,187**	**530,070**
2000070002	**PWE - Engineering**			
424020	Interfund Engineering Services	16,500,122	15,001,296	**18,313,470**
2000070003	**PWE - Construction**			
424020	Interfund Engineering Services	14,918,588	13,795,550	**16,232,832**
2000070005	**PWE - Geo-Environmental Services**			
421300	Facility Permits	23,800	23,800	**0**
424020	Interfund Engineering Services	1,651,825	1,651,825	**1,372,659**
452030	Miscellaneous Revenue	0	413	**0**
Total	**PWE - Geo-Environmental Services**	**1,675,625**	**1,676,038**	**1,372,659**
Total	**Public Works & Engineering**	**36,397,764**	**33,750,654**	**39,181,700**

Business Area Expenditure Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	18,869,230	21,439,087	20,124,436	**22,023,344**
500030	Salary Part Time - Civilian	23,808	25,082	41,167	**71,631**
500060	Overtime - Civilian	314,993	394,320	197,820	**385,654**
500090	Premium Pay - Civilian	0	11,294	0	**0**
500110	Bilingual Pay - Civilian	7,118	7,229	7,860	**7,231**
501070	Pension - Civilian	2,796,414	3,108,805	3,077,868	**3,963,738**
501120	Termination Pay - Civilian	123,668	592,728	134,237	**592,728**
501160	Vehicle Allowance - Civilian	86,510	100,000	54,763	**92,950**
502010	FICA - Civilian	1,420,916	1,665,439	1,567,600	**1,707,058**
503010	Health Ins-Act Civilian	2,249,857	2,614,279	2,433,972	**3,104,707**
503015	Basic Life Insurance - Active Civilian	11,202	12,556	11,634	**13,129**
503050	Health/Life Insurance - Retiree Civilian	96,503	129,994	93,279	**56,000**
503060	Long Term Disability-Civilian	25,711	29,798	25,435	**30,447**
503090	Workers Compensation-Civilian-Admin	58,251	73,707	67,608	**71,963**
503100	Workers Compensation-Civilian-Claim	66,432	106,189	72,130	**108,853**
504025	Personnel Consolidation	28,540	0	0	**0**
504030	Unemployment Claims - Administration	20,137	12,263	24,584	**19,367**
Total	**Personnel Services**	**26,199,290**	**30,322,770**	**27,934,393**	**32,248,800**
511010	Chemical Gases & Special Fluids	0	2,000	500	**2,000**
511015	Cleaning & Sanitary Supplies	810	1,200	1,200	**1,150**
511020	Construction Materials	1,069	2,500	2,500	**2,500**
511025	Electrical Hardware & Parts	147	400	200	**200**
511040	Audiovisual Supplies	313	4,400	4,400	**8,500**
511045	Computer Supplies	65,750	96,100	75,000	**96,700**
511050	Paper & Printing Supplies	25,353	42,400	30,000	**40,050**
511055	Publications & Printed Materials	2,536	15,200	10,000	**12,000**
511060	Postage	7,184	7,500	7,249	**25,900**
511070	Miscellaneous Office Supplies	44,015	77,100	50,000	**76,000**
511090	Medical & Surgical Supplies	1,522	600	600	**2,000**
511095	Small Technical & Scientific Equipment	480	2,000	2,000	**1,000**
511110	Fuel	90,553	133,600	101,201	**147,600**
511115	Vehicle Repair & Maintenance Supplies	0	2,000	2,000	**2,000**
511120	Clothing	7,551	7,300	6,700	**9,800**
511125	Food Supplies	596	800	800	**800**
511145	Small Tools & Minor Equipment	3,623	4,200	4,200	**2,500**
511150	Miscellaneous Parts & Supplies	6,725	8,900	7,300	**8,800**
Total	**Supplies**	**258,227**	**408,200**	**305,850**	**439,500**
520100	Temporary Personnel Services	42,316	89,000	84,300	**79,600**
520105	Accounting & Auditing Services	0	10,892	550	**0**
520106	Architectural Services	(155)	0	0	**0**
520107	Computer Info/Contr	79,015	115,500	85,500	**115,500**
520108	Information Resource Services	12,984	22,600	13,000	**13,500**
520109	Medical Dental & Laboratory Services	2,571	4,500	4,500	**4,600**
520110	Management Consulting Services	13,234	0	118,214	**0**
520114	Miscellaneous Support Services	32,845	56,500	31,275	**56,500**
520115	Real Estate Lease/Office Rental	1,499,777	1,577,300	1,649,831	**1,535,600**
520119	Computer Equipment/Software Maintenance	35,238	80,700	80,700	**82,800**
520120	Communications Equipment Services	950	5,000	5,000	**2,500**
520121	IT Application Svcs	20,497	22,400	21,002	**22,100**
520122	Office Equipment Services	1,050	4,600	2,600	**3,600**
520123	Vehicle & Motor Equipment Services	119,292	150,000	100,000	**131,900**
520124	Other Equipment Services	287	1,000	1,000	**1,000**

Business Area Expenditure Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520126	Construction Site Work Services	94	0	0	**0**
520141	Engineering Services	0	6,200	0	**0**
520510	Mail/Delivery Services	740	3,300	1,500	**3,400**
520515	Print Shop Services	25,159	14,100	14,100	**29,900**
520520	Printing & Reproduction Services	2,198	11,300	8,585	**9,500**
520605	Advertising Services	3,204	9,400	7,276	**6,200**
520710	State/Federal Inspection Fees	0	3,000	3,000	**3,000**
520765	Membership & Professional Fees	26,941	40,900	37,635	**39,100**
520805	Education & Training	30,792	83,650	53,550	**69,700**
520815	Tuition Reimbursement	23,080	0	0	**0**
520905	Travel - Training Related	5,499	19,100	9,950	**12,200**
520910	Travel - Non-Training Related	17,825	31,900	15,750	**26,100**
521305	Indirect Cost Recovery Payment	1,242,171	1,272,194	1,272,194	**1,783,300**
521405	Building Maintenance Services	1,130	26,500	7,500	**5,500**
521605	Data Services	9,161	10,900	12,188	**19,100**
521610	Voice Services	158,483	135,800	162,970	**152,900**
521620	Voice Equipment	108,714	200	19,100	**33,600**
521625	Voice Labor	3,806	6,700	6,698	**41,400**
521630	GIS Revolving Fund Services	0	66,400	66,400	**65,900**
521705	Vehicle/Equipment Rental/Lease	1,579	1,500	1,500	**1,600**
521715	Office Equipment Rental	126,310	130,800	125,700	**138,300**
521725	Other Rental	0	2,200	2,200	**5,200**
521730	Parking Space Rental	140,045	151,600	162,997	**186,500**
521905	Legal Services	274,376	250,500	200,500	**200,500**
522205	Metro Commuter Passes	133,057	214,350	169,287	**216,400**
522305	Freight Charges	275	0	40	**0**
522430	Miscellaneous Other Services & Charges	7,717	5,300	11,382	**4,400**
522720	Interfund Payroll Services	0	46,500	52,408	**44,400**
522721	Interfund HR Client Services	0	0	33,245	**262,400**
522722	KRONOS Service Chargeback	0	0	0	**11,600**
522765	Interfund Legal Services	304,190	372,800	372,800	**322,100**
522795	Other Interfund Services	420,568	549,000	394,826	**583,400**
522820	Interfund EB Cape Training	0	9,000	7,750	**9,000**
522840	Interfund Permit Center Rent Chargeback	0	0	0	**138,400**
Total	**Other Services and Charges**	**4,927,015**	**5,615,086**	**5,430,503**	**6,474,200**
560210	Furniture Fixtures and Equipment	69,858	0	0	**0**
560230	Computer HW and Developed SW	0	10,800	46,000	**0**
Total	**Equipment**	**69,858**	**10,800**	**46,000**	**0**
551010	Non-Capital Office Furniture & Equipment	7,129	13,700	10,700	**10,300**
551015	Non-Capital Computer Equipment	9,117	27,208	23,208	**8,900**
551025	Non-Capital Scientific/Medical Equipment	699	0	0	**0**
Total	**Non-Capital Equipment**	**16,945**	**40,908**	**33,908**	**19,200**
	Grand Total Expenditures	**31,471,335**	**36,397,764**	**33,750,654**	**39,181,700**


CITY OF HOUSTON
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Business Area Budget Summary

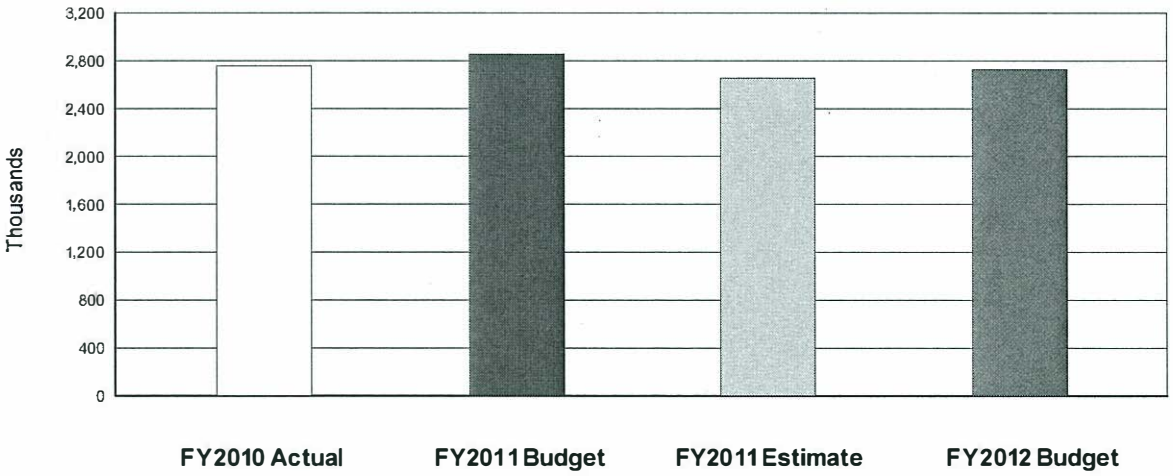
Fund Name : Project Cost Recovery Fund
Business Area Name : General Services
Fund No./Bus. Area No. : 1001 / 2500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,756,399	2,856,971	2,655,116	**2,727,353**
	Other Services and Charges	5	0	0	**0**
	Total M & O Expenditures	2,756,404	2,856,971	2,655,116	**2,727,353**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	2,756,404	2,856,971	2,655,116	**2,727,353**
Revenues		2,756,404	2,856,971	2,655,116	**2,727,353**
Staffing	Full-Time Equivalents - Civilian	28.0	28.0	28.0	**25.0**
	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	28.0	28.0	28.0	**25.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

o Continue implementing Leadership in Energy and Environmental Design (LEED) standards to improve the quality of City buildings and their impact on the environment.

Project Cost Recovery Fund
General Services
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Project Cost Recovery Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

Name: GSD-Design & Construction -- 250003

Mission: To be the project manager "partner of choice" by managing the planning, design and construction of sustainable City buildings including parks in a manner consistent with City and State regulations. Implement best practices and the latest development industry standards; alternative delivery methods; transparent processes for fair and equal selection. Maintain projects within budget and on schedule while maintaining the highest quality product.

Goal: 1) Continue implementing LEED standards to improve building quality and their impact on the environment. 2) Conduct Comprehensive Facilities Condition Assessment to plan capital expenditures better. 3) Continue to develop case studies of new City LEED certified buildings. 4) Continue to collaborate with the Houston Arts Alliance to establish a citywide arts master plan 5) Develop metrics to track construction related data.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Design Projects	N/A	N/A	**15**
On-Going Projects	18	38	**25**
Construction Projects	18	38	**43**
LEED Certified Projects	4	9	**4**
Civic Art Projects	N/A	80	**80**

Division Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
GSD-Design & Construction 250003						
Provide CIP planning; manage the design and construction of City facilities for all City departments except Aviation, facilitate tenant improvements; manage construction and coordinate moves; track, monitor, and manage environmental contracts; civic art administration; provide in-house planning and design services and construction project management.	28.0	2,756,404	28.0	2,655,116	**25.0**	**2,727,353**
Total	28.0	2,756,404	28.0	2,655,116	**25.0**	**2,727,353**

Business Area Roster Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	3.0	2.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	1.0	0.0	(1.0)
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	
ARCHITECT	25	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	1.0	(1.0)
ASSISTANT PROJECT MANAGER	20	2.0	2.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	2.0	
DIVISION MANAGER	29	1.0	1.0	
INSPECTOR	18	1.0	1.0	
PROJECT MANAGER	24	1.0	1.0	
SENIOR PROJECT MANAGER	27	10.0	10.0	
SENIOR STAFF ANALYST	28	1.0	1.0	
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
Total FTEs		**28.0**	**25.0**	**(3.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**28.0**	**25.0**	**(3.0)**

Business Area Revenue Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2500030001	**GSD - Design & Constr**			
424020	Interfund Engineering Services	2,856,971	2,655,116	**2,727,353**
Total	**General Services**	**2,856,971**	**2,655,116**	**2,727,353**

Business Area Expenditure Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : General Services
Fund No./Bus. Area No. : 1001 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	2,063,973	2,159,880	1,987,094	**1,967,367**
500060	Overtime - Civilian	875	397	397	**0**
500110	Bilingual Pay - Civilian	904	904	904	**0**
501070	Pension - Civilian	305,341	309,010	294,988	**354,128**
501120	Termination Pay - Civilian	15,646	0	0	**0**
502010	FICA - Civilian	153,298	163,098	152,113	**150,400**
503010	Health Ins-Act Civilian	207,688	213,161	209,099	**225,578**
503015	Basic Life Insurance - Active Civilian	1,225	1,274	1,274	**1,175**
503060	Long Term Disability-Civilian	2,393	2,380	2,380	**2,125**
503090	Workers Compensation-Civilian-Admin	5,056	5,880	5,880	**5,000**
503100	Workers Compensation-Civilian-Claim	0	7	7	**0**
504030	Unemployment Claims - Administration	0	980	980	**21,580**
Total	**Personnel Services**	**2,756,399**	**2,856,971**	**2,655,116**	**2,727,353**
521610	Voice Services	5	0	0	**0**
Total	**Other Services and Charges**	**5**	**0**	**0**	**0**
	Grand Total Expenditures	**2,756,404**	**2,856,971**	**2,655,116**	**2,727,353**

Business Area Budget Summary

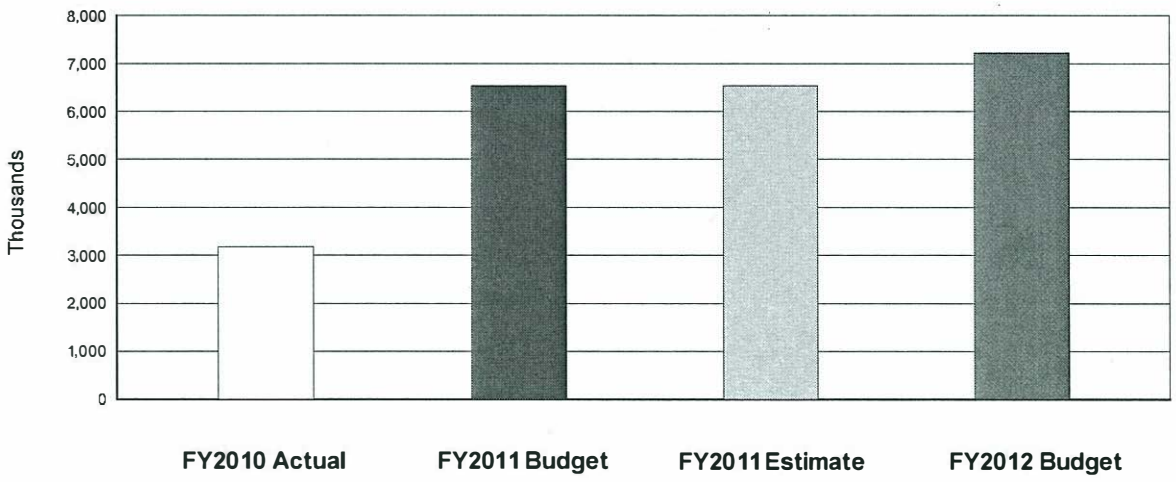
Fund Name : Project Cost Recovery Fund
Business Area Name : Information Technology
Fund No./Bus. Area No. : 1001 / 6800

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	2,498,802	3,951,342	3,951,342	**4,166,524**
	Supplies	18,969	87,805	87,805	**99,700**
	Other Services and Charges	642,726	2,428,004	2,428,004	**2,919,358**
	Equipment	0	5,936	5,936	**0**
	Non-Capital Equipment	10,254	59,683	59,683	**36,000**
	Total M & O Expenditures	3,170,751	6,532,770	6,532,770	**7,221,582**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	3,170,751	6,532,770	6,532,770	**7,221,582**
Revenues		3,170,751	6,532,770	6,532,770	**7,221,582**
Staffing	Full-Time Equivalents - Civilian	13.6	38.1	38.1	**38.0**
	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	13.6	38.1	38.1	**38.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.3**

Significant Budget Changes and Highlights

- o Develop a citywide core competence for call center technologies and deploy a centrally managed platform that all City departments can leverage according to their own needs, budgets, and timelines.
- o Implement a custom developed Municipal Courts Case Management System to manage the critical processes required to operate a high volume, complex court operation.
- o Deploy an enterprise Active Directory and Email solution based on industry best practices.
- o Implement a new 700 MHz Radio System to provide public safety agencies additional system capacity for critical public safety communications, improved coverage and to ensure equipment reliability.

Project Cost Recovery Fund
Information Technology
Expenditure Summary



Division Mission and Performance Measures

Fund Name : Project Cost Recovery Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1001 / 6800

Name: IT - Solutions Delivery -- 680002

Mission: Responsible for providing citywide applications in support of the City's core business systems.

Goal: Go live with the Municipal Courts Case Management System and upgrade 3-1-1.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Attribute work to clients	79.5%	70.0%	**75.0%**
Uptime Percentage	N/A	95.0%	**97.5%**
Project MGMT processes	N/A	N/A	**50.0%**
Defined bus. processes	N/A	N/A	**1,000**
Meta-data fields defined	N/A	N/A	**1,500**

Name: IT - Infrastructure Group -- 680003

Mission: Deploy an enterprise Active Directory solution based on industry best practices; develop infrastructure strategic plan and project milestones designed to maximize service and cost savings.

Goal: Enhance server platforms, storage systems, data center facilities and server rooms, e-mail, communication systems, and system management tools through refresh.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Desktops supported	2,800	3,250	**3,250**
User satisfaction	4.02	N/A	**4.25**
Network availability	95.0%	95.0%	**95.0%**
Key systems availability	95.0%	95.0%	**95.0%**
Service requests	9,000	11,000	**11,000**

Name: IT - Radio Communictions Services -- 680005

Mission: Implement the new 700 MHz Radio System to provide public safety agencies additional system capacity for critical public safety communications, improved coverage, and ensure equipment reliability.

Goal: Responsible for upgrading current City radios to 700 MHz Radio System. Provide management and oversight of the City's existing radio systems through transitioning.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Old infrastructure avail.	89.0%	95.0%	**95.0%**
Repeaters/Rcvrs supported	608	608	**608**
Fire Station alert avail.	99.9%	99.9%	**99.9%**

Division Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1001 / 6800

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
IT - Solutions Delivery 680002						
Responsible for providing citywide applications support to the City's core business systems.	8.6	1,808,494	16.5	1,875,444	**19.0**	**2,315,257**
IT - Infrastructure Group 680003						
Manage server platforms, storage systems, data center facilities and server rooms, e-mail, communication systems, and system management tools.	1.7	540,740	6.1	766,640	**6.8**	**665,591**
IT - Radio Communictions Services 680005						
Responsible for upgrading current City radios to 700 MHz Radio System. Provide management and oversight of the City's existing radio system.	3.3	821,517	15.5	3,890,686	**12.2**	**4,240,734**
Total	13.6	3,170,751	38.1	6,532,770	**38.0**	**7,221,582**

Business Area Roster Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1001 / 6800

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
ADMINISTRATION MANAGER	26	2.0	2.0	
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	1.0	1.6	0.6
ASSISTANT CHIEF CLERK (EXE LEV)	32	1.0	0.0	(1.0)
ASSISTANT DIRECTOR (EXE LEV)	32	3.0	5.0	2.0
ASSISTANT PROJECT MANAGER	20	1.0	1.0	
DEPUTY DIRECTOR (EXE LEV)	34	0.5	0.6	0.1
EXECUTIVE OFFICE ASSISTANT	15	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	1.0	1.0	
INFORMATION SYSTEMS ADMINISTRATOR	30	1.0	1.0	
IRM MANAGER	29	2.7	0.0	(2.7)
IT PROJECT MANAGER	28	1.0	3.8	2.8
LAN SPECIALIST	26	1.0	0.0	(1.0)
PROJECT MANAGER	24	0.9	3.0	2.1
SENIOR DATA BASE ANALYST	25	0.0	4.0	4.0
SENIOR IT PROJECT MANAGER (EXE LEV)	30	2.0	2.0	
SENIOR PARALEGAL	19	1.0	1.0	
SENIOR PROJECT MANAGER	27	1.0	1.0	
STUDENT INTERN II	10	0.0	1.0	1.0
SYSTEMS CONSULTANT	26	5.0	2.0	(3.0)
SYSTEMS SUPPORT ANALYST II	19	1.0	1.0	
SYSTEMS SUPPORT ANALYST IV	25	0.5	0.0	(0.5)
TECHNICAL HARDWARE ANALYST II	21	0.0	2.0	2.0
TECHNICAL HARDWARE ANALYST III	23	8.5	3.0	(5.5)
Total FTEs		**38.1**	**38.0**	**(0.1)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**38.1**	**38.0**	**(0.1)**

Business Area Revenue Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1001 / 6800

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
6800020001	**IT - Enterprise Applications**			
424030	Intfd Computer Dev	1,874,100	1,874,100	**2,315,257**
6800030007	**IT - Enterprise Operations Services**			
424030	Intfd Computer Dev	766,091	766,091	**665,591**
6800050001	**IT - Radio Comm Services**			
424030	Intfd Computer Dev	3,892,579	3,892,579	**4,240,734**
Total	**Information Technology**	**6,532,770**	**6,532,770**	**7,221,582**

Business Area Expenditure Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Information Technology
Fund No./Bus. Area No. : 1001 / 6800

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	1,882,534	2,979,953	2,979,953	**3,009,071**
500030	Salary Part Time - Civilian	0	14,884	14,884	**25,108**
500060	Overtime - Civilian	0	6,000	6,000	**20,000**
500110	Bilingual Pay - Civilian	0	904	904	**0**
500210	Pay for Performance-Municipal	2,610	0	0	**0**
501070	Pension - Civilian	277,246	429,779	429,779	**541,634**
501120	Termination Pay - Civilian	4,568	0	0	**0**
501160	Vehicle Allowance - Civilian	0	4,000	4,000	**4,000**
502010	FICA - Civilian	139,318	226,197	226,197	**227,192**
503010	Health Ins-Act Civilian	185,570	275,276	275,276	**326,957**
503015	Basic Life Insurance - Active Civilian	949	1,697	1,697	**1,766**
503060	Long Term Disability-Civilian	1,952	3,261	3,261	**3,159**
503090	Workers Compensation-Civilian-Admin	4,055	8,062	8,062	**7,637**
504030	Unemployment Claims - Administration	0	1,329	1,329	**0**
Total	**Personnel Services**	**2,498,802**	**3,951,342**	**3,951,342**	**4,166,524**
511020	Construction Materials	4,177	10,000	10,000	**0**
511045	Computer Supplies	1,037	9,500	9,500	**7,500**
511060	Postage	0	0	0	**200**
511070	Miscellaneous Office Supplies	10,119	18,000	18,000	**12,000**
511110	Fuel	0	10,205	10,205	**30,000**
511150	Miscellaneous Parts & Supplies	3,636	40,100	40,100	**50,000**
Total	**Supplies**	**18,969**	**87,805**	**87,805**	**99,700**
520100	Temporary Personnel Services	235,415	88,920	88,920	**481,043**
520106	Architectural Services	808	5,600	5,600	**0**
520107	Computer Info/Contr	0	150,000	150,000	**150,000**
520110	Management Consulting Services	145,315	50,000	50,000	**0**
520114	Miscellaneous Support Services	3,028	6,500	6,500	**3,100**
520115	Real Estate Lease/Office Rental	14,900	15,000	15,000	**5,000**
520119	Computer Equipment/Software Maintenance	0	1,000	1,000	**0**
520120	Communications Equipment Services	0	11,024	11,024	**0**
520126	Construction Site Work Services	0	34,497	34,497	**0**
520141	Engineering Services	203,290	0	0	**0**
520158	Computer Equipment Maintenance Services	0	0	0	**5,000**
520510	Mail/Delivery Services	40	0	0	**500**
520515	Print Shop Services	0	10,000	10,000	**5,000**
520520	Printing & Reproduction Services	305	10,000	10,000	**0**
520705	Insurance Fees	0	0	0	**270,000**
520765	Membership & Professional Fees	2,293	1,000	1,000	**500**
520805	Education & Training	1,395	6,000	6,000	**1,500**
520905	Travel - Training Related	9,956	173,180	173,180	**186,102**
520910	Travel - Non-Training Related	453	8,000	8,000	**8,000**
521505	Electricity	42	464,357	464,357	**0**
521510	Natural Gas	0	206,114	206,114	**0**
521610	Voice Services	2,244	17,409	17,409	**2,585**
521620	Voice Equipment	6,034	5,000	5,000	**3,128**
521625	Voice Labor	9,097	0	0	**3,438**
521630	GIS Revolving Fund Services	0	658	658	**653**
521725	Other Rental	0	1,000,000	1,000,000	**1,594,000**
521730	Parking Space Rental	0	8,400	8,400	**4,000**

Business Area Expenditure Summary

Fund Name : **Project Cost Recovery Fund**
Business Area Name : **Information Technology**
Fund No./Bus. Area No. : **1001 / 6800**

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
522430	Miscellaneous Other Services & Charges	8,111	155,345	155,345	**175,273**
522721	Interfund HR Client Services	0	0	0	**19,542**
522722	KRONOS Service Chargeback	0	0	0	**994**
Total	**Other Services and Charges**	**642,726**	**2,428,004**	**2,428,004**	**2,919,358**
560240	Communication Equipment	0	5,936	5,936	**0**
Total	**Equipment**	**0**	**5,936**	**5,936**	**0**
551010	Non-Capital Office Furniture & Equipment	0	15,000	15,000	**5,000**
551015	Non-Capital Computer Equipment	10,254	30,000	30,000	**25,000**
551020	Non-Capital Communication Equipment	0	4,683	4,683	**0**
551040	Non-Capital Other	0	10,000	10,000	**6,000**
Total	**Non-Capital Equipment**	**10,254**	**59,683**	**59,683**	**36,000**
	Grand Total Expenditures	**3,170,751**	**6,532,770**	**6,532,770**	**7,221,582**


CITY OF HOUSTON
TEXAS

CAPITAL AND EQUIPMENT

Equipment Acquisition Fund Summary XIII-2

Capital Improvement Plan Summary XIII-5

EQUIPMENT ACQUISITION FUND SUMMARY

The Equipment Acquisition Fund (EAF) was created in FY1987 to purchase capital equipment. The EAF acquires the majority of capital equipment for all General Fund departments. Capital equipment eligible for funding in the EAF includes light duty passenger cars, marked patrol cars, ladder trucks, pumper trucks, refuse trucks, maintenance equipment, furniture, computers, communication equipment, construction equipment and other items that have an average useful life of 3 to 15 years.

In FY1997, City Council approved Ordinance No. 96-1178, which authorizes the issuance of commercial paper to finance the purchase of capital equipment, budgeted in the EAF. This technique provides "on-time" financing (i.e., commercial paper issuance timed to payments to vendors) at traditionally lower interest rates.

FIVE-YEAR REPLACEMENT PLAN

At the direction of the Mayor, the Fleet Management Department (FMD) requested each department to prepare a Five-Year Equipment Acquisition Replacement Plan. The first step in the development of the equipment replacement plan is a needs assessment. The departments evaluated their fleets based on operational requirements to determine: (a) do they have all the equipment they need, (b) could they remove from their fleet excess vehicles, or (c) do they require additional vehicles to perform their assigned City services. Then, departments reviewed their fleets to determine an optimum replacement schedule for all vehicles and other equipment. Finally, the first five years of this schedule were presented as a Replacement Plan.

FMD analysts performed a review of the departments' submissions to evaluate the current fleet size, reserve fleet size, maintenance procedures and replacement criteria used by the departments. This independent analysis enabled FMD to develop a logical and supportable plan for vehicle replacement. FMD made recommendations to the departments to adjust the Five-Year Plan submissions to ensure that the replacement requests were reasonable. The FY2012 portion of the Five Year Plan is the recommended FY2012 Equipment Acquisition Fund budget.

The Information Technology Department worked with all City departments to determine the appropriate number of technology assets needed to perform City business along with maintaining a standard configuration for desktop components. The Chief Technology Officers of the City departments worked together on the Technology Steering Committee (TSC) to identity technology replacement needs (both hardware and software), and establish a list of IT projects that require funding. This process produced a set of guidelines for computer asset replacement and a prioritized list of information and projects for improvements to City's technology infrastructure.

APPROVAL PROCESS

Even after the completion of the five-year plan, the purchase of a vehicle or other equipment through EAF must pass through additional approval steps. First, each City department submits their equipment needs to FMD for all rolling stock/vehicles (RS). The Finance Department receives a list of non-rolling stock (NRS) equipment from City departments. Finance and FMD work together to prepare a list of RS and NRS for consolidation into a fiscal year Equipment Acquisition Plan.

EQUIPMENT TYPES

The following is an overview of the categories of equipment in this fund:

Rolling Stock Replacement – the City's rolling stock is comprised of a wide array of equipment ranging from light duty passenger cars, tractors, mowers and trailers to patrol cars, refuse trucks, and fire apparatus. Emphasis is being placed on identifying replacement of vehicles that will cost more to repair than the annual debt service cost if these vehicles are replaced. Solid Waste Management is requesting replacement of side-loader refuse trucks with high maintenance costs. The Police Department is replacing high mileage marked patrol cars and investigative units while the Fire Department is targeting the replacement of ambulances, some fire-fighting apparatus, and squad vehicles for paramedics. Additionally, the City continues its initiative to purchase hybrid alternatives within vehicle categories where there is a financially viable alternative. The City accomplished its goal of 50% of the light duty non-specialized fleet being hybrid or other alternative fuel source in FY2010. During FY2011, the City stepped up its process in alternative fuel with Electric Vehicles (EV). In FY2012, The EV's will primarily be in the City's Downtown Motor Pool. During the five-year plan, the goal will be to increase the use of alternative energy with all City light duty passenger vehicles.

Other Equipment – this category is comprised of all items that are not rolling stock or computer equipment. Typically, the Fire Department will request replacement bunker gear and other incidental equipment. The Fleet Management Department plans to place additional EV charging stations during FY2012 to accompany the increase in EV vehicles.

Information Technology (IT) – this category is comprised of all IT hardware and voice/data communications technology. This equipment ranges from network infrastructure enhancements to the replacement of obsolete hardware, software, and data communication components. The replacement of desktop components (computers, printers, scanners, monitors), servers and data storage arrays will continue as the manufacturer no longer supports the older components, and maintenance costs become prohibitive. Upgrades and improvements of the network will enable the successful implementation of major projects such as the Enterprise Resource Planning (ERP) system and a new Records Management system for the Houston Police Department.

The following table presents the preliminary Equipment Acquisition Plan for Rolling Stock and Non-Rolling Stock. A proposed plan will be submitted for City Council consideration separately.

DEPARTMENT	FY2012	FY2013	FY2014	FY2015	FY2016	5 YEAR TOTAL
	ROLLING STOCK (in thousands)					
Administration and Regulatory Affairs	24	24	24	24	24	120
Fire Department	4,000	5,300	5,100	5,100	5,850	25,350
Fleet Management Department	897	448	396	398	425	2,565
General Services Department	412	201	200	108	110	1,031
Health and Human Services	186	161	166	176	176	865
Housing and Community Development	-	23	110	-	-	132
Houston Emergency Center	-	-	-	-	-	-
Human Resources	-	-	-	-	25	25
Information Technology Department	34	17	17	17	17	103
Legal Department	-	-	-	-	-	-
Mayor's Office	23	-	-	23	-	47
Miscellaneous/Smaller Departments	23	-	-	52	100	175
Office of Business Opportunity	-	-	-	-	-	-
Parks and Recreation Department	1,900	1,800	1,662	1,500	2,040	8,902
Planning & Development	-	-	-	25	-	25
Police Department	4,200	4,000	4,000	4,000	4,900	21,100
Public Library	-	26	26	26	26	102
Public Works and Engineering	1,500	1,200	1,500	1,500	1,857	7,557
Solid Waste Management	2,300	2,300	2,300	2,550	2,950	12,400
City's Stimulus Grant RS	-	-	-	-	-	-
Contingency (FMD)	-	-	-	-	-	-
TOTAL ROLLING STOCK	**15,500**	**15,500**	**15,500**	**15,500**	**18,500**	**80,500**
	NON-ROLLING STOCK (in thousands)					
Fire Department	2,035	2,000	2,000	2,000	2,000	10,035
Solid Waste Management	1,000	1,000	1,000	1,000	1,000	5,000
TOTAL NON-ROLLING STOCK	**3,035**	**3,000**	**3,000**	**3,000**	**3,000**	**15,035**
EQUIPMENT ACQUISITION TOTAL	**18,535**	**18,500**	**18,500**	**18,500**	**21,500**	**95,535**

CAPITAL IMPROVEMENT PLAN SUMMARY

In November 1983, City Council established a five-year capital improvement planning process for physical improvements to public facilities and infrastructure. By resolution, it became City policy to engage in a continuous five-year capital improvement planning process that includes annual review, revision, and adoption of a five-year Capital Improvement Plan (CIP). The five-year CIP is revised annually to include new projects, reflect changes in priorities, and extend the plan an additional year. The first year of the plan is the current Capital Budget, and it is revised throughout the year as needs dictate or when changes are made to existing approved capital projects.

Presented in separate documents, the two-volume CIP provides a schedule for capital project implementation and anticipated project allocations. Volume One includes details on capital projects for public improvement programs which include Fire, General Government, Library, Parks, Police, Health, Solid Waste Management, Storm Sewer, Streets and Traffic Control, and Housing projects. Volume Two contains the enterprise capital programs which are Airport, Convention & Entertainment (C&E), Wastewater, and Water.

Presented below is a summary of the preliminary planned appropriations for the FY2012-2016 CIP*. A Proposed FY2012 -2016 CIP will be distributed for council consideration separately.

($ Thousands)

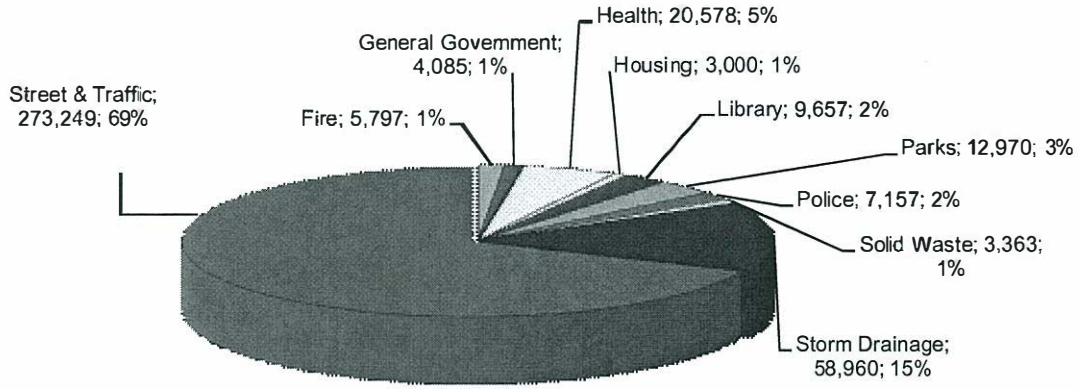
	2012	2013	2014	2015	2016	TOTAL
Fire	5,797	14,898	12,725	10,725	10,825	54,970
General Govemment	4,085	2,645	2,125	2,275	2,250	13,380
Health	20,578	7,114	3,550	5,700	5,700	42,642
Housing	3,000	3,000	3,000	3,000	3,000	15,000
Library	9,657	7,350	7,791	8,150	8,570	41,518
Parks	12,970	19,075	13,512	11,200	10,225	66,982
Police	7,157	37,185	23,450	28,275	14,245	110,312
Solid Waste	3,363	1,134	3,766	2,100	2,975	13,338
Storm Drainage	58,960	57,730	60,007	58,330	60,041	295,068
Street & Traffic	273,249	164,142	155,923	176,656	126,845	896,815
SUB TOTAL	**398,816**	**314,273**	**285,849**	**306,411**	**244,676**	**1,550,025**
Aviation	270,024	214,139	106,137	27,400	256,223	873,923
Convention & Ent.	5,285	6,593	4,980	5185	6,820	28,863
WasteWater	199,912	187,161	183,470	186,255	184,213	941,011
Water	186,442	189,396	186,290	219,457	219,214	1,000,799
SUB TOTAL	**661,663**	**597,289**	**480,877**	**438,297**	**666,470**	**2,844,596**
TOTAL	**1,060,479**	**911,562**	**766,726**	**744,708**	**911,146**	**4,394,621**

* Tax Increment Reinvestment Zones (TIRZ) projects are not included.

The FY2012 Capital Budget calls for the appropriation of $1.052 billion in FY2012. Of the total appropriations planned, $662 million is for enterprise programs funded with user-fee supported revenue bonds and the remaining $399 million addresses a full range of capital facility and infrastructure improvements that are funded through the issuance of tax-supported Public Improvement Bonds (PIBs) and various funding sources. The citizens of Houston approved a Bond Election for $625 million in November 2006.

Of the public improvement programs, the Streets and Traffic Control program is the largest with $273 million of the planned appropriations in FY2012 (See Figure1) followed by the Storm Drainage with $59 million and Health with $21 million of the FY2012 total.

FIGURE 1
FY2012 PUBLIC IMPROVEMENT PROGRAMS PLANNED APPROPRIATIONS
($ Thousands)



TOTAL $398,816

Public improvement projects include vertical and horizontal construction projects for general public use, services, and safety: continued implementation of the "Parks Master Plan" program; upgrading or replacing of the police department radio infrastructure system, replacement, rehabilitation and construction of fire stations; and replacement or upgrading of Solid Waste Facilities. In addition, the FY2012 plan places continued emphasis on the construction of various drainage systems, paving and reconstruction of many major thoroughfares and transit streets, bridge rehabilitation, street lighting improvements, railroad crossing improvements and continuation of the neighborhood street reconstruction and Safe School Sidewalk program.

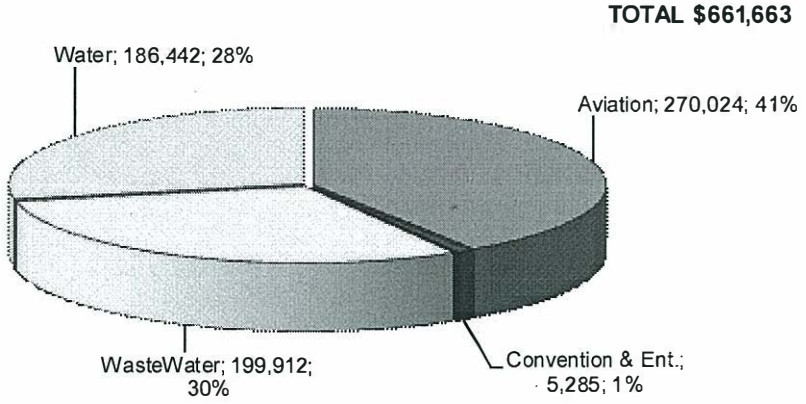
The enterprise programs include projects that are primarily funded from user-fee supported revenue bonds (Airport, C&E, Wastewater, and Water). The enterprise capital programs for FY2012 totals approximately $662 million. This is distributed among the four programs as illustrated in Figure 2. Airport Facilities Improvements constitute the largest enterprise program and represents $270 million of the planned appropriations. Wastewater Treatment Facilities and Water System Improvements represent $386 million combined, while C&E projects comprise the remaining $5.3 million.

The FY2012 Houston Airport System Program continues to upgrade and expand the City's airports to meet its customer needs. This includes the continual upgrading and construction of various facilities at William P. Hobby, George Bush Intercontinental (GBIAH), and Ellington Field Airports. Significant projects include expanding the central plant and the remodeling and expansion of Terminal D and B at GBIAH.

Water System Improvements include the improvement of the Water Main Replacement Program, construction and rehabilitation of various surface water transmission facilities, and expansion and rehabilitation of groundwater facilities including wells, tanks, and pump stations. The City's water system relies on both surface and groundwater supplies. Surface water is taken from Lake Conroe and Lake Houston in the San Jacinto River System and Lake Livingston in the Trinity River System. In aggregate, these supplies are sufficient to meet the City's expected water requirements well beyond the year 2035.

C&E anticipates a significant increase in convention business in the future years, consistent with the City's growth projections. C&E plans include upgrading and maintaining some of the more prominent landmarks, creating attractions for clients and patrons, and alleviating safety concerns. Additionally, for eligible projects that do not generate revenue (such as the free Miller Outdoor Theater), the City is employing General Government bonds to provide renovation or improvement.

FIGURE 2
FY2012 ENTERPRISE PROGRAMS PLANNED APPROPRIATIONS
($ Thousands)



The major portion of the Wastewater Capital Improvement Plan is planned for the Sewer Rehabilitation Program and renewal, replacement or expansion of Wastewater Treatment Plants. In addition, provisions are made for the renewal/replacement of various components of Wastewater sludge processing facilities, citywide renewal/replacement of various deteriorated neighborhood sewer systems, and renewal/replacement of various pumps and lift stations. The FY2012 CIP also includes significant funding for numerous wastewater and enhancement-related projects to meet requirements of the Texas Commission on Environmental Quality.

Bond proceeds and usage fees will provide significant funding for these projects. Other funding sources which support the CIP include: Community Development Block Grants, Metropolitan Transit Authority funds, Harris County funds, Federal Aviation Administration funds, the Airport Improvement funds, Environmental Protection Agency funds, Texas Department of Transportation funds, and Airport, Wastewater, and Water Renewal and Replacement funds.

Capital improvement costs in the CIP are classified into two categories: direct project costs and associated increases to annual operational costs. Examples of direct project costs include purchases of land or facilities, design and construction of new facilities or renovation of existing facilities, and initial equipment purchases for new or renovated facilities. Operating cost includes staffing, maintenance or service (including electrical) costs related to new, renovated or expanded facilities, and also debt expenditures related to Tax Supported and Revenue bonds. Operating costs impact on the Operating Budget is displayed only in the year of startup of a facility (usually at the completion of a facility) and subsequently they become a normal cost of the Operating Budget unless there is an incremental increase above initial costs while the facility is included in the CIP. The impacts of operating costs are monitored closely for inclusion in each department's annual operating budget.

The following chart outlines anticipated appropriations within the Capital Improvement Plan for Fiscal Year 2012 for both Public and Enterprise programs over $10 million. These projects include all funding sources available to the City of Houston, including partnerships with other governments and private entities. Planned appropriations are correlated to spending, however, due to the nature and length of construction timelines, spending can span multiple fiscal years. Expenditure forecasts are calculated on a monthly basis and updated quarterly into the City's debt models.

CIP No.	Project Name	Planned Appropriation ($ Thousands)
A-000483	Terminal D Remodeling - GBIAH	113,929
S-000035	Neighborhood Water Main Replacement Program	62,410
S-000900	Surface Water Transmission	50,844
R-000267	Pump and Lift Station Renewal/Replacement Program	44,345
R-000265	Wastewater Treatment and Sludge Plant Renewal/Replacement	34,899
N-000785	Bridges Replacement/Expansion along Brays and Sims Bayou	32,250
A-000565	Terminal B Expansion Program - GBIAH	30,000
R-000266	Neighborhood Sewer Rehabilitation in various Service Areas	28,985
A-000091	Modify/Expand Central Plant - GBIAH	25,985
X-687000	IT-RADIO-700 MHz Public Safety Radio System Project	24,364
N-001318	Elysian Viaduct from IH10 to Commerce Street	23,000
R-000295	Citywide TCEQ Compliance	20,570
R-000509	69th Street Wastewater Treatment Plant Improvements	19,335
A-000486	Security Enhancements - GBIAH	17,924
N-000420	Hike & Bike Trail Program	17,349
N-000791	Greens Road Paving and Drainage: SH249 to City Limit (Burlington Northern Railroad Tracks)	16,281
S-000056	East Water Purification Plant Upgrade and Optimization	15,770
N-000611	TXDOT Street Systems Projects	14,400
N-000582	S. Shaver Paving & Drainage: IH-45 to S.H. 3	13,121
M-000247	Nottingham and Yorkshire Drainage and Paving	13,075
M-000287	Wirt Road Drainage and Paving	12,351
R-002003	Northside Sewer Relief Tunnel Rehabilitation Program	11,938
N-000784	Buffalo Speedway Paving & Drainage: Holmes Rd. to Airport Blvd.	11,445
A-000557	Terminal A Power Supply Electrical Vaults - GBIAH	11,270

DEBT AND DEBT SERVICES

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Tax Increment Financing Bond Summary XIV-10

GENERAL OBLIGATION DEBT SERVICE SUMMARY

General Obligation debt is secured by and payable from the receipts of annual ad valorem taxes, within legal limits, on taxable property within the City. The City has covenanted to assess, levy and collect an ad valorem tax in each calendar year, within applicable limitations, sufficient to pay the principal of and interest on all outstanding obligations payable in such tax year. Such obligations include (1) Public Improvement Bonds, (ii) Certificates of obligation, (iii) Certain obligations to fund a portion of the City's unfunded actuarially accrued liability to the City's pension programs, and (iv) General obligation commercial paper notes. The debt service requirements for FY2012 are estimated to be $291 million.

The largest revenue source for the Fund is the General Fund, which transfers a portion of ad valorem taxes (property tax receipts) required for debt service on the Obligations. Within the limits prescribed by law, the City is obligated to assess, levy, and collect annual ad valorem taxes sufficient to pay the principal of, and interest, on the Obligations. The Constitution of the State of Texas limits the maximum ad valorem tax rate to $2.50 per $100 assessed valuation for home-rule cities such as the City of Houston (the "City"). In addition, Proposition 1 limits increases in the City's ad valorem tax revenues by requiring voter approval for increases in ad valorem taxes in future years above a limit equal to the lesser of the actual revenues in the proceeding Fiscal year, plus 4.5%, or a formula that is based upon the actual revenues received in Fiscal Year 2005 adjusted for the cumulative combined rate of inflation and the City's population growth plus credits for previous years that fall under the cap. The City's tax rate for Fiscal Year 2011 (tax year 2010) was $0.63875 (per $100 assessed valuation), which consists of $0.463362 for general purposes and $0.175388 for debt service. The proposed Fiscal Year 2012 Budget includes a tax rate of $0.63875 (per $100 assessed valuation) for Fiscal Year 2012 (tax year 2011).

The City's current policy states that the annual contribution from the General Fund for general obligation debt service should not exceed 20% of the total General Fund revenues, excluding state and federal grants. The budgeted FY2012 General Fund transfer to pay debt service is approximately 13.05% of expected General Fund revenues.

The second largest source of revenue for the Fund are annual charges to the Combined Utility System to compensate the Debt Service Fund for the cost of paying debt service on assumed annexed water district debt. The Combined Utility System, via the Storm Water Fund, is also charged for debt service payments on certain tax bonds issued for storm water purposes.

In past years, another source of revenue for the Fund was third party reimbursements, which primarily consisted of the Metro Transit Authority of Harris County (METRO). The City used various commercial paper programs to initially fund certain projects and then received reimbursements to retire the appropriate portion of the commercial paper. The City is still participating with METRO to complete certain projects, however, there is a new agreement for METRO to provide the funds before project initiation, rather than as a reimbursement. Therefore, going forward, funding from METRO will primarily be a source of revenue for the Capital Projects Funds.

Other sources include but are not limited to debt service reimbursement for special financings that vary from year to year. Examples of special financings include projects managed by the City but funded by a Tax Increment Reinvestment Zone (TIRZ). Interest earned on construction funds (as a result of bonds issued) may be used as a revenue source to help fund debt service and may also be used for expenditures incurred for administering bond programs.

The FY2012 Annual Financing Plan is presented to outline the anticipated sale of City bonds, certificates of obligation, pension bonds, tax and revenue anticipation notes and commercial paper notes for the upcoming fiscal year. It is expected that the City will issue a total ranging from $1.18 to $2.08 billion, depending on needs and market conditions.

The Obligations are issued in both fixed and variable rate structures. The City's current policy is to maintain approximately 20% of the Obligations in a variable rate structure and currently issues variable rate commercial paper notes to initially fund various projects. When the amount of outstanding commercial paper notes reaches a level of 20% of total outstanding debt, or is otherwise deemed prudent, the commercial paper notes are

refunded with fixed rate bonds to lock in a portion of the outstanding commercial paper notes at fixed rates to minimize interest rate exposure.

Tax Bonds and Certificates of Obligation

The Obligations issued as fixed rate debt bear yields ranging from 0.20% up to 6.29%, which are established at the time of issuance and are based on market rates. The City's policy is to keep the combined weighted average life of the fixed rate debt at or below 12 years. The City issues Tax Bonds to provide for permanent financing through refunding of commercial paper notes or refunding previously issued and outstanding Tax Obligations of the City. The City has issued Pension Obligation Bonds in FY2005 - FY2010 and is not expected to issue more in FY2011 or FY2012. Pension Obligations Bonds are payable from and secured by ad valorem taxes and/or revenues to fund unfunded actuarial accrued liabilities ("UAAL") associated with its pension funds.

The City may also issue Certificates of Obligation payable from ad valorem taxes and, in some cases, a pledge of certain City revenues for the purpose of paying any contractual obligations. Certificates of Obligation are issued for special financings and demolitions of dangerous buildings.

The budget includes a seven-month reserve for Tax Bonds and Certificates of Obligation. This reserve covers principal and interest payable in the first seven months of the following fiscal year.

Variable Rate Debt - Commercial Paper Notes

Commercial paper programs provide for the issuance of voter-authorized obligations related to the 2001 and 2006 bond elections and these series have been implemented to fund various public improvement projects in the Capital Improvement Plan (CIP). These commercial paper programs include the:

- Series G with a total authorization of $276 million,
- Series H with a total authorization of $98.7 million, and
- Series J with a total authorization of $125 million.

The City has also authorized two other commercial paper programs under Chapter 1431, Texas Government Code, as amended, which does not require voter authorization. These programs and their uses are:

- Series E with a total authorization of $250 million is used to fund equipment acquisitions, and
- Series H with a total authorization of $101.3 million is used to fund capital improvements related to drainage.

The commercial paper programs serve as a management tool to access the credit market to meet cash needs while minimizing the rebate liability on unspent proceeds. The commercial paper notes are refunded periodically into fixed rate tax bonds to limit the City's variable rate exposure and to match the average life of bonds to the life of the assets purchased. Interest on the notes varies depending on the market conditions. The notes may be issued for a period not to exceed 270 days and will bear interest based upon the specified terms, but initially not to exceed 6.5%. The reserves for the notes are based on the amount projected to be outstanding during the fiscal year. For FY2011, average all-in interest cost for variable rate obligations was approximately 0.90%. The budgeted all-in interest cost for the City's variable rate obligations in FY2012 is 2.75%. The budget includes reserves for interest on commercial paper notes to provide for fluctuations in interest rates at a rate of 6.0% of the estimated amount to be outstanding during the fiscal year.

Assumed Bonds

Prior to FY1991, the City had an aggressive annexation program. However, no annexations took place during FY1991 and FY1992 until the period from FY1993 to FY1997 during which the City completed seven new annexations. Although annexations have benefited the City in economic growth, no additional annexations have occurred since FY1997. Since FY1999, the legislation requires the City to adopt a three-year annexation plan, and with certain exceptions, only those areas identified in such plan would be eligible for annexation. The City does not currently have a plan in place to annex additional districts. Debt assumed by the City from annexations of various districts within the extra-territorial jurisdiction becomes a part of the City's debt service requirements. As of FY2007, all of the debt related to annexation has been refunded.

Interest Rate Swaps

As part of its debt management program, the City considers and reviews various interest rate swap proposals, including tax supported interest rate swaps, consistent with the guidelines set forth in its Interest Rate Swap Policy adopted on November 25, 2003. On February 20, 2004, with respect to certain outstanding Tax Bonds, the City entered into a tax supported interest rate swap agreement with Rice Financial Products Corp. LLC (RFP). Under this Swap Agreement, the counter party (RFP) effectively paid a variable interest rate based on the London Interbank Offered Rate ("LIBOR") plus a fixed spread, and the City paid a variable interest rate based on a Securities Industry and Financial Markets Association ("SIFMA," formerly Bond Market Association "BMA") tax exempt rate, times a notional principal amount equal to $200 million. The underlying bonds were Public Improvement Bonds (PIB) issued between 1998 and 2005 with various maturities. The initial payment date was March 1, 2005, and thereafter payments continued every September 1 and March 1 through 2009. This swap was terminated at the City's option on August 25, 2009. An accumulated profit of approximately $8 million was earned on this swap. No swaps are being contemplated at this time.

Drainage Supplemental Debt Service Fund

In FY2009 City Council instituted the Drainage Supplemental Debt Service Fund for the purpose of funding additional long-term drainage initiatives. The program calls for an annual set aside of a pre-determined portion of ad valorem tax receipts, as approved by Council annually. With the passage of Proposition 1 on November 2, 2010 (Rebuild Houston) this set aside is being discontinued since the proposition requires the City to establish a dedicated pay-as-you-go drainage and street renewal fund.

Rebuild Houston

On November 2, 2010, voters approved an amendment to the City Charter which requires the City to establish a dedicated pay-as-you-go drainage and street renewal fund to provide for enhancement, improvement and ongoing renewal of the City's drainage and streets. For the next 20 years, among other sources of funding, Proposition 1 (2010) requires the City to capture an amount equal to revenues from 11.8 cents per $100 of assessed valuation in property taxes, which is the amount currently levied for debt service on bonds issued for streets and drainage purposes. This revenue has two authorized uses under Proposition 1. First, the 11.8 cents of captured property tax revenue must be used to pay debt service on tax supported bonds for drainage and street improvements that were issued prior to December 31, 2011. To the extent that any of the 11.8 cents of captured property tax revenue is left over after the payment of debt service, that remaining captured tax revenue will be deposited into a dedicated drainage and street improvement fund to provide cash funding for pay-as-you-go drainage and street improvements.

Historically about two-thirds of the City's Public Improvement Bonds, excluding annexed water district debt, have been issued for drainage and street projects. As a result of the passage of Proposition 1 the City expects to greatly reduce or eliminate the issuance of Public Improvement Bonds for drainage and streets purposes starting on or about Fiscal Year 2013.

Ad Valorem Tax Obligations of the City

State law permits the City to incur total bonded indebtedness through the issuance of ad valorem tax bonds in an amount not to exceed 10% of the total appraised valuation of property in the City. The schedule below shows an estimate for the current fiscal year of outstanding debt applicable to the statutory limitation.

(in thousands of dollars)

Appraised Value [1]		$ 189,719,882
Debt Limit, 10% of Appraised Value		$ 18,971,988
Debt applicable to limitation [2]		
Public Improvement Bonds	$2,468,160	
Commercial Paper Notes	182,900	
Pension Obligation	607,625	
Certificates of Obligation	75,990	
Total Debt Applicable to Limitation	$3,334,675	
Less:		
Amount available for repayment of general obligation debt [3]	(188,370)	
Total debt applicable to limitation		$ 3,146,305

(1) Appraised value for the Fiscal Year 2011 (Tax Year 2010), as of April 15, 2011.

(2) Balance as of March 31, 2011.

(3) Estimated ending fund balance.

Outstanding General Obligation Debt

(in thousands of dollars)	FY2009 Actual	FY2010 Actual	FY2011 Estimate	FY2012 Budget
OUTSTANDING DEBT:				
Public Improvement Bonds	$1,988,300	$2,319,830	$2,468,160	$2,476,500
Commercial Paper Notes	$ 519,200	$ 360,500	$ 263,930	$ 338,356
Pension Obligation	$ 587,525	$ 607,625	$ 607,625	$ 607,625
Certificates of Obligation	$ 82,832	$ 79,870	$ 75,990	$ 70,370
TOTAL OUTSTANDING DEBT	$3,177,857	$3,367,825	$3,415,705	$3,492,851

The strength of the City's general obligation debt is reflected in the statements of the ratings agencies:

***Standard & Poor's* (AA)** - The stable outlook reflects the City's "sizable, deep, and diverse economic base, which has shown resiliency, and reserves that remain at a strong level, despite ongoing financial challenges and revenue pressure." The rating is partially constrained by "self-imposed revenue-raising restrictions, coupled with a large capital program that will keep debt ratios at an elevated level."

Moody's (Aa2) - "The rating reflects the City's large tax base that is expected to experience a significant moderation of growth in the medium term, favorable financial position and manageable debt burden. The positive outlook reflects Moody's expectation that despite current economic conditions that are impacting key revenue sources, the City will maintain a satisfactory financial position through strong budget management."

Fitch - The ***'AA'*** ratings reflects City's operating reserves that, while declining, remain satisfactory, manageable direct debt levels, an above average pace of repayment. "While capital needs are sizable, near-term borrowing plans are minimal."

Principal and Interest Payable from Ad Valorem Taxes

Existing debt as of May 5, 2011

Fiscal	Tax Bonds		Pension Obligations	
Year	Principal	Interest [1]	Principal	Interest
2012	113,715,000	118,712,923	20,100,000 [2]	36,128,758
2013	126,355,000	113,519,410	0	35,416,883
2014	131,825,000	107,343,673	6,345,000	35,416,883
2015	156,985,000	101,063,529	6,790,000	35,017,782
2016	161,710,000	93,273,048	7,265,000	34,590,691
2017	182,395,000	85,388,048	7,770,000	34,133,723
2018	186,985,000	76,526,073	8,315,000	33,644,990
2019	165,265,000	67,227,674	8,895,000	33,121,976
2020	168,970,000	59,157,499	9,520,000	32,562,481
2021	143,480,000	51,119,121	20,145,000	31,963,673
2022	138,245,000	44,225,138	21,440,000	30,696,552
2023	150,895,000	37,583,861	22,805,000	29,347,976
2024	101,370,000	30,309,160	24,265,000	27,913,542
2025	105,295,000	25,486,959	25,820,000	26,387,273
2026	72,095,000	20,289,443	27,475,000	24,763,195
2027	92,280,000	16,843,139	29,235,000	23,035,018
2028	95,125,000	12,322,222	31,100,000	21,196,136
2029	63,310,000	7,987,420	41,425,000	19,239,946
2030	29,050,000	5,363,300	43,995,000	16,716,046
2031	8,715,000	4,089,240	58,135,000	14,034,804
2032	11,610,000	3,650,334	61,650,000	10,558,028
2033	12,190,000	3,070,215	22,965,000	6,869,887
2034	10,080,000	2,461,046	0	5,625,280
2035	13,310,000	1,955,965	44,345,000	5,625,280
2036	11,120,000	1,285,884	35,400,000	3,198,102
2037	8,265,000	744,234	22,425,000	1,241,897
2038	5,115,000	341,948	0	0
2039	2,405,000	97,516	0	0
	2,468,160,000	**1,091,438,020**	**607,625,000**	**608,446,800**

(1) Net of Build America Subsidies

(2) $20.1 million is currently structured as a short-term note. It is expected that this note will be refinanced into a long-term bond.

Tax Certificates		TOTAL		Total
Principal	Interest	Principal	Interest	Debt Service
14,620,000 [3]	3,843,680	148,435,000	158,685,361	307,120,361
11,095,000	2,984,380	137,450,000	151,920,673	289,370,673
2,890,000	2,458,085	141,060,000	145,218,641	286,278,641
3,010,000	2,341,805	166,785,000	138,423,116	305,208,116
3,155,000	2,196,985	172,130,000	130,060,724	302,190,724
3,310,000	2,044,415	193,475,000	121,566,186	315,041,186
3,470,000	1,883,565	198,770,000	112,054,628	310,824,628
3,640,000	1,714,115	177,800,000	102,063,765	279,863,765
3,820,000	1,535,495	182,310,000	93,255,475	275,565,475
4,005,000	1,347,150	167,630,000	84,429,944	252,059,944
4,205,000	1,148,750	163,890,000	76,070,440	239,960,440
3,395,000	938,500	177,095,000	67,870,337	244,965,337
3,565,000	768,750	129,200,000	58,991,452	188,191,452
3,745,000	590,500	134,860,000	52,464,733	187,324,733
3,935,000	403,250	103,505,000	45,455,889	148,960,889
4,130,000	206,500	125,645,000	40,084,657	165,729,657
0	0	126,225,000	33,518,358	159,743,358
0	0	104,735,000	27,227,366	131,962,366
0	0	73,045,000	22,079,345	95,124,345
0	0	66,850,000	18,124,044	84,974,044
0	0	73,260,000	14,208,362	87,468,362
0	0	35,155,000	9,940,102	45,095,102
0	0	10,080,000	8,086,326	18,166,326
0	0	57,655,000	7,581,244	65,236,244
0	0	46,520,000	4,483,986	51,003,986
0	0	30,690,000	1,986,131	32,676,131
0	0	5,115,000	341,948	5,456,948
0	0	2,405,000	97,516	2,502,516
75,990,000	**26,405,925**	**3,151,775,000**	**1,726,290,745**	**4,878,065,745**

(3) $9 million is currently structured as a short-term note. It is expected that this note will be refinanced into a long-term bond.

DEBT SERVICE FUND BUDGET

Tax Bonds Debt Service Fund Budget

($ Thousands)	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Budget
RESOURCES				
Transfers In:				
General Fund for Tax Bonds	223,001	207,507	207,507	220,200
General Fund for COs	12,000	8,000	8,000	9,500
General Fund for Drainage Debt Service Fund	5,019	5,331	5,331	-
Fleet/Equip. Spec. Rev. Fund	14,584	11,707	11,707	-
Combined Utility System	26,828	22,403	21,744	32,013
Other Sources	25,826	24,732	19,531	24,841
Third Party Reimbursements	43,631	30,000	44,800	-
Swap Interest Earnings	2,404	-	-	-
Interest Earnings	4,163	2,824	3,804	2,800
Net Bond Proceeds	3,616	-	5,592	-
Other	832	-	3,961	-
Total Current Revenues	361,906	312,504	331,976	289,354
Beginning Fund Balance	161,414	181,326	181,958	160,944
Total Resources	523,320	493,830	513,934	450,298
EXPENDITURES				
Debt Service Requirements				
Principal Retirement for Tax Bonds	133,800	140,650	140,650	113,715
Principal Retirement for COs	7,150	3,250	3,250	5,620
Principal Retirement for Commercial Paper	45,300	30,000	48,800	-
Interest	148,512	152,234	153,129	158,685
Projected Future Debt Service		-	-	5,177
Commercial Paper Fees	2,709	13,788	6,500	8,137
Cost of Issuance Expenses	3,863	-	449	-
Other	28	-	211	300
Total Expenditures	341,363	339,922	352,990	291,634
Ending Fund Balance	181,958	153,908	160,944	158,664
Total Expenditures and Ending Fund Balance	523,320	493,830	513,934	450,298

* "COs" are Certificates of Obligations

FY2012 ANNUAL FINANCING PLAN

The FY2012 Annual Financing Plan (AFP) is a projected schedule for the sale of City bonds, notes and other financings expected in FY2012. The AFP lists the projected amount of issuance, the timing of the sale, the security for the issue, the issue type (a new issue, redemption or refunding) and the method of sale.

In FY2012, seven transactions are being planned (separate or combined) along with continued issuance under the City's commercial paper programs for a total ranging from $1.18 billion to $2.08 billion. The uses for the proceeds from the debt issuances include capital improvements, equipment purchases, and cash flow needs. In addition to these transactions, there are four liquidity facilities with expiration dates in FY2012 that will need to be either renewed or replaced after a review of whether such liquidity is still needed.

As the name expresses, the AFP is a plan. The timing and amounts of the sales may vary, but the stated programs will generally be carried out within the parameters cited. The FY2012 AFP is outlined below.

Issue	Planned Issue Size (millions)	Timing of Sale	Security for Issue	Issue Type	Planned Method of Sale	Notes
GO CP Refunding	100-300	Fall '11	Tax Revenue	Refunding	Negotiated	
CUS Series 2008D-3	50	Late Fall '11	System Revenues	Refunding	Negotiated	Converting from taxable to tax-exempt on Dec. 1, 2011, at which time, they can be refunded into a fixed rate structure from a variable rate structure.
CUS Series 2001A	200	Late Fall '11	System Revenues	Refunding	Negotiated	*Review for refinancing opportunity.
GO POB Series 2010A	20.1	Late Fall '11	Tax Revenue	Refunding	Negotiated	The last pension debt issued was in FY10 as a short-term note. This note needs to be refinanced into long-term bonds.
CUS CP Refunding	200-400	Spr '12	System Revenues	Refunding	Negotiated	*If needed
GO CO Series 2010	9	Spr '12	Tax Revenue	Refunding	Negotiated	In FY10 these short-term notes were issued for the Dangerous Buildings Program and needs to be refinanced into longer-term bonds.
TRANS	200-400	Spr '12	Tax Revenue	New	Competitive	
GO CP	200-300	Various	Tax Revenue	New	Competitive	
CUS CP	200-400	Various	System Revenues	New	Competitive	

FY2012 Liquidity Needs

Series	Size (millions)	Expiration Date	Purpose
GO CP Series G	276	15-Nov-11	Voter Authorized CIP
CUS CP Series B1-3	400	16-Dec-11	CIP
GO CP Series H-2	100	15-Feb-12	Voter Authorized CIP
CUS VRDO Series 2004B3,6	160	6-Apr-12	Variable Rate Debt Obligation

Abbreviations

CO – Certificate of Obligation
CP – Commercial Paper
CUS – Combined Utility System
GO – General Obligation
VRDO – Variable Rate Debt Obligation

TAX INCREMENT REINVESTMENT ZONES

The City of Houston accomplishes a portion of its Capital Improvement Plan through a financing mechanism called a Tax Increment Reinvestment Zone, or "TIRZ". Each of the City's twenty-two TIRZ share common characteristics:

- Each zone is created by action of City Council pursuant to a project and financing plan approved by City Council.
- Each zone has defined geographical boundaries.
- At the time each zone is created, the property taxes due to the City based on the current property valuation within the zone is "frozen", and for the life of the zone, any incremental property tax revenue resulting from revaluation of property is dedicated to public improvements within the zone.
- Each TIRZ has a Board of Directors that is responsible for its activities.
- Each TIRZ has a termination date incorporated into the ordinance that created it.

TIRZs are reinvestment zones created by the City that use tax increment revenue generated by increased value in the zone to promote development and redevelopment in that zone. As development occurs in each zone, the taxes generated by the increase in value attributable to those improvements, or "tax increment", are captured in separate funds set up for each TIRZ. These funds are then used to pay for approved project costs. For a majority of these TIRZs, the City has created a companion redevelopment authority (RDA) to implement the project and financing plan.

The Finance Department coordinates the preparation and presentation of the budgets to City Council. These budgets are approved separately from the City's budget.

TIRZ/Authority	Created	Termination	Size (acres)
#1 / St. George Place RDA	12/12/1990	12/31/2031	121.57
#2 / Midtown RDA	12/14/1994	12/31/2025	764.52
#3 / Main St./Market Sq. RDA	12/13/1995	12/31/2025	335.39
#4 / Village Enclaves RDA	09/25/1996	12/31/2016	1,189.86
#5 / Memorial Heights RDA	12/18/1996	12/31/2016	915.73
#6 / Eastside RDA	01/15/1997	12/31/2027	769.98
#7 / OST/Almeda Corridors RDA	05/07/1997	12/31/2028	1,728.91
#8 / Gulfgate RDA	12/10/1997	12/31/2027	296.18
#9 / South Post Oak RDA	12/17/1997	12/31/2022	262.70
#10/ Lake Houston TIRZ	12/17/1997	12/31/2027	1,934.81
#11 / Greater Greenspoint RDA	08/26/1998	12/31/2028	3,396.75
#12 / City Park RDA	12/02/1998	12/31/2028	91.71
#13 / Old Sixth Ward RDA	12/22/1998	12/31/2028	151.18
#14 / Fourth Ward RDA	06/09/1999	12/31/2029	157.67
#15 / East Downtown RDA	07/04/1999	12/31/2040	387.02
#16 / Uptown RDA	07/07/1999	12/31/2029	1,045.87
#17 / Memorial City RDA	07/21/1999	12/31/2029	944.11
#18 / Fifth Ward RDA	07/21/1999	12/31/2029	498.97
#19 / Upper Kirby RDA	07/21/1999	12/31/2029	838.78
#20 / Southwest Houston RDA	12/15/1999	12/31/2029	3,167.41
#21 / Hardy Place TIRZ	12/17/2003	12/31/2033	326.10
#22 / Leland Woods RDA	12/23/2003	12/31/2033	80.33

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GLOSSARY

ACCOUNT: An accounting unit established to record expenditures or revenues by detailed categories.

ACCOUNTING SYSTEM: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

ACCRUAL BASIS: The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

ACTIVITY: A specific unit of work or service performed (e.g., response to medical emergencies).

ACTIVITY INDICATOR: A quantitative measure of an activity, which assists in analyzing the effectiveness and efficiency of a budget activity unit or program. Indicators may include quality, productivity, or workload measures.

AD VALOREM PROPERTY TAX: General property taxes levied on the assessed valuation of real and personal property.

ADVANTAGE FINANCIAL MANAGEMENT SYSTEM 2000 (ADV2): The Advantage Financial 2.0, from American Management Systems Inc. (AMS) is the Financial Management System for State and Local Governments. Also known as Advantage 2000, the system was used through FY2006 for purchasing and general accounting and through March 2007 for payroll. It has been replaced by the SAP system.

ADOPT-A-LOT PROGRAM: The Adopt-a-Lot Program provides funding for community groups to purchase tools and equipment to maintain public and privately owned vacant lots in target areas identified by the Neighborhood Protection Program, which have been neglected by the property owners.

ANNEXATION: A process by which a city adds land to its jurisdiction. The city then extends its services, laws and voting privileges to meet the needs of residents living in the annexed area.

APPROPRIATION: An authorization by City Council, which permits officials to incur obligations and expend City resources. Appropriations are usually made for fixed amounts which extend for a fiscal year. Appropriations for capital improvement projects, however, extend until completion, which usually extends beyond the current fiscal year.

APPROPRIATION ORDINANCE: The official enactment by City Council establishing the legal authority for City officials to obligate and expend City resources.

ARBITRAGE: Classically, the simultaneous purchase and sale of the same or an equivalent security to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of bond proceeds in an investment that yields a higher interest rate, resulting in interest revenue in excess of interest costs.

ASSESSED VALUATION: The value placed upon real and personal property by the chief appraiser of the appraisal district as the basis for levying property taxes.

ASSETS: Property with monetary value owned by the City that can be converted to cash.

AUDIT: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to accomplish some or all the following:

- ascertain whether financial statements fairly represent financial positions and results of operations;
- test whether transactions have been legally performed;
- ascertain whether transactions have been recorded accurately and consistently;
- ascertain the stewardship of officials responsible for governmental resources; and
- identify areas for possible improvements in accounting practices and procedures.

BALANCED BUDGET: A balanced budget occurs when the total sources of funds in the City is equal to the amount it spends on personnel, supplies, services, and debt.

BALANCE SHEET: A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities and equities as of a specified date.

BASE LAYER: A set of data that other data layers and attributes are referenced to or associated with. Example: A road has three base layers, a right-of-way, a certain type of surface/paving material, and a certain number of lanes.

BASIS: Figure or value that is the starting point in computing gain or loss, depreciation, depletion, and amortization. For example, in an asset sale, gain in proceeds minus basis, where basis is the amount on which depreciation is calculated.

BOND: A municipality will issue this debt instrument and agree to repay the face amount of the bond on the designated maturity date. Bonds are primarily used to finance capital projects.

- General Obligation (GO) Bond: This type of bond is secured by the full faith, credit, and taxing power of the municipality.
- Revenue Bond: This type of bond is secured by the revenues from a specific source such as water revenues.

BUDGET: A plan of financial operations including an estimate of proposed expenditures and revenues for a fiscal period. The budget establishes funding levels for continuing service programs, operation and maintenance of public facilities, and principal and interest payments on bonded indebtedness. Recurring replacement of capital outlay and minor new capital outlay items are included.

BUDGET CALENDAR: The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budget.

BUDGET DOCUMENT: The document used by the authority responsible for preparing the budget to present a comprehensive financial program to City Council or another legislative body.

BUDGET AMENDMENT: Transfer of unencumbered appropriation balance or any portion within a department office or agency to another. Budget Amendments can be made to the annual budget ordinance by the vote of the Mayor and City Council, or through a separate ordinance submitted to City Council.

BUDGET ORDINANCE: An ordinance considered and adopted by City Council to formally enact the annual operating budget for a fiscal year.

BUDGET UNITS: The basic building blocks of the department budget requests; the principal subdivision of a department's activities for budget preparation.

BUDGETED FUNDS: Funds that are planned for certain uses but have not been formally or legally appropriated by City Council. The budget document that is submitted for Council approval is composed of budgeted operating funds.

BUSINESS AREA: An organizational unit of financial accounting that represents a separate area of operations or responsibilities within an organization and to which value changes recorded in Financial Accounting can be allocated.

CAD SYSTEM: Computerized Assisted Dispatch System (Police and Fire Department). A Computer Aided Dispatch (CAD) System, which performs the decision-making process which allows the Dispatcher to perform the functions required in a more expedient manner. The Computer Aided Dispatch system records incident details and updates, prioritizes events, and identifies the most appropriate units to respond to each incident.

CAFR - The Comprehensive Annual Financial Report: Official annual report of a government. In addition to a combined, combining (assembling of data for all funds within a type) and individual balance sheet, the following are also presented as appropriate: (1) statement of revenues, expenditures, and changes in fund balance (all funds); (2) statement of revenues, expenditures, and changes in fund balance, budget and actual (for general and special revenue funds); (3) statement of revenues, expenses, and changes in retained earnings (for proprietary funds); and (4) statement of changes in financial position (for proprietary funds).

CAPITAL ASSETS: Assets of significant value and having a useful life of several years. Capital assets are also referred to as fixed assets.

CAPITAL EXPENDITURES: Funds expended for additions or physical improvements to public facilities, infrastructure, plants or equipment.

CAPITAL IMPROVEMENT PLAN (CIP): Five-year plan for capital improvement projects detailing the schedule for design, land acquisition, and construction. Funding sources for the projects are also identified.

CAPITAL IMPROVEMENT PROJECT: An investment in the infrastructure or physical plant of the City. Examples include streets and drainage facility construction, fire stations, and major reconstruction or repair of buildings.

CAPITAL OUTLAY: Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools and rolling and stationary equipment.

CAPITAL PROGRAM: A group of capital projects classified according to common purpose and common funding sources.

CAPITAL PROJECT: Any substantial nonrecurring physical improvement with a 15-to-20 year life expectancy. This includes land purchases, new facilities, initial equipment purchases to furnish new facilities, and all related planning, engineering, and architectural design.

CARRY-OVER BALANCE: Balances in each fund at the end of the fiscal year that will be the beginning fund balances of the next fiscal year. Generally this includes savings (total expenditures that are less than appropriations), canceled encumbrances (contracts completed for less than the encumbered amount), and actual revenues which exceed estimates.

CARRY-OVER EXPENDITURES: Expenditures budgeted and encumbered in one fiscal year for materials, equipment, etc., but not spent until the following fiscal year. These expenditures are re-encumbered at the beginning of the new fiscal year. Therefore, these expenditures must be "carried over," i.e., re-budgeted in the new fiscal year to provide funds when the goods are delivered.

CASH BASIS: The method of accounting in which revenues are recorded when received in cash and expenditures are recorded when actually paid.

CASE MANAGEMENT SYSTEM: An integrated computer system that will network with various systems within several departments such as the Police Department, Municipal Courts Administration, Municipal Courts Justice Department and the Legal Department to bring about a paperless work environment.

CDBG: Community Development Block Grant. The creation of several grants to replace categorical grant programs, reducing the role of the federal government and reducing administrative costs by consolidating fifty-seven categorical programs into several block grants.

CERTIFICATES OF OBLIGATION: Debt sold for the purchase of major capital outlay, building demolition, and infrastructure improvements. Property tax and mixed beverage tax receipts are pledged for repayment of principal and interest.

CHART OF ACCOUNTS: Standard classifications by which all financial transactions are recorded and summarized for budgetary and reporting purposes. Revenue and expenditures are classified according to responsible department or division, expenditure or revenue type, and asset or liability (or balance sheet) type.

CIP: Capital Improvement Plan - A long range plan (5 years), which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan to provide a link between the city and other local government entities with a comprehensive and strategic plan and annual budget.

CLAIMS LAG LIABILITY: An estimate of the value of health insurance claims costs that have not been received and reported at a given time. This lag is caused by delays in billings by doctors and hospitals and by payment requests by health plan participants. This is also sometimes called IBNR (Incurred But Not Reported).

CLEAN NEIGHBORHOOD PROGRAM: Administered by the Solid Waste Management Department. The goal of this program is to make Houston the cleanest large city in the nation.

CLEARANCE RATE: A comparison of the number of cases solved to the actual number of incidents reported to the police and fire departments.

COHGIS: City of Houston Geographic Information System is a database used to capture, store and update geographic data and attributes related to the data. COHGIS is used to analyze, manipulate and display the data in map or report form.

COMBINED UTILITY SYSTEM: The combined utility system is composed of three separate funds: the Water and Sewer System Operating Fund: the Combined Utility System Operating Fund and the Combined Utility System General Purpose Fund.

COMMERCIAL PAPER (TAX-EXEMPT): Issued by various municipalities as an interim funding tool for capital expenditures. A promissory note secured by pledged revenues and a revolving credit agreement. Maturities range from 1 to 270 days.

COMMITMENT ITEM: Reflect the functional structure of an organization individual revenues and expenditure line items within a financial management area.

COMMITMENT ITEM GROUP: A group of commitment items for the purpose of evaluation, such as Personnel, Supplies, etc.

COMPONENT UNIT: As defined in GASB Statement No. 14, component units are legally separate organizations for which the elected officials of the primary government are financially accountable. They may be a governmental organization (except those that meet the definition of a primary government), a nonprofit corporation, or a for-profit corporation.

CONTINGENCY: A budgetary reserve usually set aside for emergencies or unforeseen expenditures not otherwise budgeted. A contingency may also be set for a program or service for which the exact costs are not determined.

CONTRACTS: Agreements between the City and vendors covering the purchase of supplies or services.

CONTRACTUAL SERVICES: Expenditure items for services the City receives from an internal service fund or an outside company or governmental agency. Utilities and rent are examples of contractual services.

COST ALLOCATION PLAN: Based on cost accounting principles, costs incurred by General Fund central services departments (e.g. Legal, Human Resources, Finance and Administration) are calculated and allocated to funds that benefit from the services. Costs allocated are from audited, actual expenditures. However, allocations may be performed on a budget basis also. There are two types of cost allocation plans: full cost and OMB-A87. The OMB-A87 plan is implemented according to restrictive federal guidelines. The full cost plan generally recovers additional costs not allowed under the OMB-A87 plan.

COST CENTER: An organizational unit within a controlling area that represents a defined location of cost incurrence.

COST CENTER GROUP: Hierarchical grouping of cost centers created to facilitate data entry and reporting.

COST CENTER OBJECTIVE: A responsibility center in which the manager has the authority to incur costs and is evaluated on the basis of how well costs are controlled.

DEBT SERVICE: Principal and interest payments on outstanding bonds. The series of payments of interest and principal required on a debt over a given period of time to repay an outstanding debt on an obligation resulting from the issuance of bonds, certificates of obligation notes or other debt.

DEBT SERVICE FUND: A governmental fund established to repay principal and interest on outstanding debt.

DEMAND BONDS: Debt issuances with a demand ("put") provision that requires the issuer to repurchase the bonds upon notice from the bondholder at a price equal to the principal plus accrued interest. To ensure their ability to redeem the bonds, issuers of demand bonds frequently enter into standby purchase agreements and purchase and re-marketing agreements.

DEPARTMENT: A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

DEVELOPER ADVANCES: Initial investment provided by developers for tax increment reinvestment zone improvements before "tax increment" is generated.

EFFECTIVE TAX RATE (ETR): The tax rate that produces the same tax levy as the previous year's levy for property taxed both years, excluding new construction. The calculation of the ETR follows a formula, stipulated by State law, that factors in changes in tax value, exemptions and debt service requirements. Increases above the effective tax rate that exceed three percent and eight percent require special public notices and City Council action.

E-GOVERNMENT: The Internet has made it possible for government to provide services electronically on a seven-day-a-week, twenty-four-hour basis or non-stop government. Government services like permits, paying water bills, and paying traffic or parking fines can be done over the Internet. In the future, the City may expand these services to include other services like purchasing and courts case management.

EMS: Emergency Medical Service. The EMS program is integrated into and administered through Houston Fire Department (HFD). As a result, all EMS personnel are also fire fighters experienced in emergency rescue, extrication, and the suppression and confinement of hazardous materials.

ENCUMBRANCES: Obligations in the form of purchase orders, contracts or salary commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is released.

ENTERPRISE FUND: A fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services, which are entirely or predominantly self-supporting by user charges. This type of fund uses the accrual basis of accounting. The City has three enterprise funds: Aviation, Public Utilities and Convention and Entertainment Facilities. These funds are also known as proprietary funds.

EPA: Environmental Protection Agency. An agency of the federal government charged with a variety of responsibilities relating to protection of the quality of the natural environment, including research and monitoring, promulgation of standards for air and water quality, and control of the introduction of pesticides and other hazardous materials into the environment.

EQUIPMENT ACQUISITION CONSOLIDATED FUND: The Equipment Acquisition Consolidated Fund supports the acquisition of durable capital assets for all General Fund departments and selected Special Revenue Funds. Historically, funding has come from issuing Commercial Paper for the purchase of such capital assets. In FY2008, a transition began where the cost for capital assets were transferred to the respective departments who are now responsible for the respective debt service. Funding will still come from the issuance of Commercial Paper and other sources. This fund is administered by the Finance Department.

EQUIPMENT ACQUISITION PROGRAM: A program used by the City as an alternative to acquiring capital equipment through cash purchase. This program is financed by certificates of obligation/commercial paper to procure major capital outlay items such as automobiles, trucks, tractors and computer equipment.

EQUITY PAY ADJUSTMENT: Changes in the rate of compensation for similar positions in a class based on the following: evidence of high levels of employee turnover; disparities between similar jobs within or outside the organization; and/or pay differences among individuals with the same job that are not based on experience or education.

ERP: Enterprise Resource Planning. ERP utilizes ERP software applications to improve the performance of organizations' resource planning, management control and operational control. ERP software is multi-module application software that integrates activities across functional departments, from product planning, parts purchasing, inventory control, and product distribution to order tracking. ERP software may include application modules for the finance, accounting and human resources aspects of a business.

ESTIMATE: Annualized projections of either revenues or expenditures.

ETJ: Extra-Territorial Jurisdiction: Extra Territorial Jurisdiction gives a municipality the right to apply its zoning and sub-division ordinances to nearby properties that are not within the municipality and not incorporated in another municipality.

ETL: Extract Transform Load: Technology used to load data into an information technology system.

EXPENDITURES: Costs of goods received or services rendered that are recorded in the accounting system. Accounts are kept on an accrual or modified accrual basis and expenditures are recognized whether or not cash payments have been made. Where accounts are kept on a cash basis they are recognized only when cash payments have been made.

EXTRA BOARD ASSIGNMENT: An optional work assignment, which constitutes hours, worked in excess of the fire fighter's regular work hours, but less than 182 hours worked within any 24-day work cycle.

FIDUCIARY FUNDS: This category of funds includes Trust and Agency funds that account for assets held by a government as a trustee or agent. Examples of this fund include pension and benefit funds. These funds, depending on their use, can either be on an accrual or modified accrual basis of accounting.

FISCAL YEAR: A twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. The City of Houston's fiscal year is from July 1 to June 30.

FIXED RATE OBLIGATION: Debt, which bears interest at a fixed rate.

FRANCHISE FEES: A fee levied by the City Council on businesses that use the City's right-of-way to deliver services. This fee is usually charged as a percentage of gross receipts.

FULL FAITH AND CREDIT: A pledge of the general taxing power for payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full-faith-and-credit bonds.

FULL-TIME EQUIVALENT (FTE): Total estimated annual person-hours for all employees expected to fill positions within an organization for all or a portion of a year divided by 2,088. The annual paid hours for a full-time employee working 26.1 pay periods are 2,088, including holidays, vacation, and sick leave. For example, a seasonal employee who works for eight pay periods (approximately four months) would have an FTE of .31 (8pp x 80 hours/2,088). Other terms synonymous with FTE include worker year, staff year, or man year.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts for recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying out specific activities or attaining certain objectives.

FUND BALANCE: Unexpended and unencumbered monies left over in any fund from previous years and available for appropriation.

GAAP - Generally Accepted Accounting Principles: Uniform minimum standards and guidelines used for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local government is the GASB (Governmental Accounting Standards Board).

GFOA – Government Finance Officers Association: It is a professional association of approximately 17,500 state, provincial, and local government finance officers in the Unites States and Canada that awards the Distinguished Budget Presentation Award.

GENERAL FUND: The largest fund within the City. It was established to finance and account for the general receipts and expenditures and is operated under a modified accrual basis. This fund may be used for any legitimate municipal purpose. The sources of revenues for this fund include property and sales taxes, licenses and permits, fines, fees, and others. This fund is used for most basic operating services such as public safety, human and cultural services, parks and recreation, public works, and general government administration.

GENERAL OBLIGATION BONDS: A municipal bond backed by the credit and "taxing power" of the issuing jurisdiction rather than the revenue from a given project.

GIMS: Geographic Information Management System – A computerized map of the water, wastewater and storm water infrastructure systems, whereby the intelligence of the software provides answers to queries about the various systems.

GOVERNMENTAL FUND: A category of funds that include General, Special Revenue, Capital Projects, and Debt Service funds. Usually under the modified accrual basis of accounting these funds account for the customary governmental activities.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD – STATEMENT 34 (GASB 34): A governmental accounting standard board statement that requires two financial statements of governmental funds: a balance sheet and a statement of revenues, expenditures, and changes in fund balances. In addition, Management's Discussion and Analysis (MD&A) is required. Funds have been redefined and account groups have been eliminated. Major funds will be reported instead of fund types.

GRANT: Contribution by one government unit of funding source to another. The contribution is usually made to aid in the support of a specified function, i.e., library materials, drug enforcement, etc.

GREEN LIGHTS PROGRAM: A program that promotes energy efficiency and reduction of energy consumption, resulting in lower energy costs.

HALAN: Houston Area Library Automated Network. A customer-service computer network that serves seven public libraries and one community college library in the Houston area.

HAWC: Houston Area Water Corporation. The Houston Area Water Corporation was created under Chapter 431 Transportation Code to aid and assist the City of Houston in establishing Houston's regional groundwater reduction plan for Area Three of the Harris-Galveston Coastal Subsidence District.

HAZCOM: Hazardous Communications Act. A communication program that requires information about the hazards of chemicals used in the workplace is communicated to the employees.

HEALTH BENEFITS FUND: A fund established to account for the City's employee health, dental and life insurance programs. Through assessment to other funds based on payroll, this fund receives revenues which defray claims costs of the City's medical plans and life and dental insurance. Employees and retirees also contribute based on the cost of the insurance plan or HMO in which they are enrolled. This fund includes costs for employees who handle the administrative activity and manage the third party administrative contract.

HCAD: Harris County Appraisal District.

HISTORIC PRESERVATION FUND: Provides seed funding, the involvement of the private sector and the local funding agencies in developing historic preservation programs.

IBNR: Incurred But Not Reported is a measurement of the value of outstanding claims costs that have not been received and reported.

INCEPTION-TO-DATE: The period during which financial activity has occurred for a multi-year capital project or grant. Such period begins with the initial authorization of funding by City Council which only rarely coincides with the beginning of the City's fiscal year, July 1.

INDUSTRIAL ASSESSMENT: The industrial assessment's end product is a final report that identifies recommendations of potential energy and energy-related cost-saving measures as well as productivity improvements. The report also estimates the conceptual costs to implement the findings. The list of energy conservation measures (ECMs), which include productivity improvements, will be prioritized in an action plan for the site to consider for implementation.

INTERFUND TRANSFERS: Transfers of resources from one fund to another, usually for the reimbursement of services provided or for debt service or capital outlay funds.

INTERGOVERNMENTAL REVENUE: Funds received from federal, state and other local government sources in the form of grants, shared revenues and payment in lieu of taxes.

INTERIM FINANCIAL REPORTING: For the City of Houston, this term means monthly financial reports.

INTERNAL SERVICE FUND: The Fleet and Equipment Acquisition Fund was created in FY2008 and is being used to account for the purchase of the City's fleet and other capital equipment. Over the next few years, the acquisition of equipment will be gradually shifted to the operating budgets in the general fund. Departments will make payments to the Fleet and Equipment Acquisition Fund for the use of specific capital equipment, which will then pay the debt service associated with the equipment. This fund will be administered by the Finance Department and the General Services Department.

IP TELEPHONY: IP Telephony is an abbreviated form of the phrase Internet Protocol Telephony. IP Telephony is a technology term that refers to the combining of the use of voice and data communication lines into a single communication network. Instead of voice and data communications using two separate mediums, the technology consolidates to use one communications network.

JUDGMENT: An amount to be paid or collected by a government as the result of a court decision, including a condemnation award in payment for private property taken for public use.

JUDGMENT BONDS: Bonds issued to finance legal judgments.

JUDGMENT PAYABLE: The liability incurred as the result of a legal judgment.

LARA: (LAND ASSEMBLAGE REDEVELOPMENT AUTHORITY): The Land Assemblage Redevelopment Authority (LARA) is a 13-member board appointed by the Mayor, City Council, Harris County and the Houston Independent School District. The LARA Authority is organized for the purpose of aiding, assisting and acting on behalf of the City in the performance of its governmental functions to promote the common good and general welfare of the City and in undertaking and completing one or more projects, as may be defined or determined by the City Council of the City.

LEPC: The Local Emergency Planning Committee is composed of representatives of various Police, Fire, EMS, Hospitals, Public Health, Private Industry, Red Cross, Salvation Army, Military, Coast Guard, Colleges and private ambulance services, Offices of Emergency Management, and the Public. They do not function in actual emergency situations, but attempt to identify and catalogue potential hazards, identify available resources, mitigate hazards when feasible, and write emergency plans. The role of the LEPC is to anticipate and plan the initial response for foreseeable disasters in their jurisdiction.

LIABILITY: Debt or other legal obligation arising out of a transaction in the past, which must be liquidated, renewed or refunded at some future date. This term does not include encumbrances.

LIMITED PURPOSE ANNEXATION: A Strategic Partnership Agreement with local utility districts. The City may annex properties within the district for "limited purposes". Within these areas, the City levies a 1% sale tax, which is typically split with the utility district. Further, the City collects no ad valium taxes and provides limited services and in most cases the City provides only health inspection services. Another condition of the Agreement is a deferral of "full purpose" annexation for a period of thirty years.

LONG-TERM DEBT: Debt with a maturity date beyond one year after the date of issuance.

M & O: Maintenance and Operation.

MAGNET SCHOOL: A school (public elementary school, public secondary school, public elementary education center or public secondary education center) of choice that provide the standard required curriculum of general education to students while using special learning themes, such as science and technology. These themes serve to attract students to the magnet schools.

MATURITY: The date on which the principal or stated value of investments or debt obligations is due and may be reclaimed.

MDT: Mobile Data Terminal.

MEET & CONFER AGREEMENT: The statutorily created process and procedure that allows for election of a majority bargaining agent that has sole and exclusive authority to negotiate with a public employer concerning wages, salaries, rates of pay, hours, working conditions, grievance, labor disputes, other terms and conditions of employment and other administrative matters of interest to police officers and municipal employees at the City of Houston.

METRO: Metropolitan Transit Authority (MTA). A local transit authority in the Houston area that operates bus, light rail, future commuter rail, and METROLIFT (paratransit) service.

MISSION: A specific task or duty assigned to a person or group of people.

MODIFIED ACCRUAL BASIS: The method of accounting under which revenues are recorded when measurable and available and expenditures are recorded when the transaction is measurable, the liability is incurred and current resources will liquidate the liability.

MOTION: An order or decision of City Council, which is less formal than an ordinance. Motions are used to accept work on construction, issue purchase orders, and appoint members to a board or commission.

MSC: Multi-Service Center.

MUD: Municipal Utility District.

MWDBE: Minority/Women/Disadvantaged Business Enterprise.

NEIGHBORHOOD ORIENTED GOVERNMENT (NOG): A philosophy and/or concept about the delivery of City services. The goal is to make City services more accessible to the people by engaging them in a meaningful way to identify and solve problems in the neighborhoods.

NEIGHBORHOODS-TO-STANDARD: A neighborhood improvement program that brings together a conglomerate of entities, such as local utility companies, local transportation agencies and any other entity that works in conjunction with the City of Houston to revitalize and stabilize older neighborhoods.

OBJECTIVE: A clear statement of a desirable accomplishment within a short-term time span, which represents an interim step or measured progress toward a goal.

OPEB: Other Post Employment Benefits.

OPERATING BUDGET: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and services delivery activities of the City are controlled, and is required by state law.

OPERATING EXPENDITURE: An ongoing cost for running a product, business, or system. May also include the cost of workers and facility expenses such as rent and utilities.

OPERATING FUNDS: Resources are derived from recurring revenue sources and used to finance on-going operating expenditures and pay-as-you-go capital projects.

ORDINANCE: A formal written document signed by the Mayor. An ordinance is the equivalent of a municipal statute, passed by the City Council, or equivalent body, and governing matters not already covered by federal or state law. Ordinances commonly govern matters of municipalities such as zoning, building, safety, etc. Ordinances are used to award contracts, appropriate funds, establish tax abatement districts, amend or add new materials to the Code of Ordinances, or revise anything already done by ordinance.

PAID TIME OFF (PTO): A leave program governing police officers' use of sick and vacation time that became effective in September 2001.

PARKS-TO-STANDARD: A parks improvement program that brings currently developed parks up to a uniform condition, including typical amenities, security, safety, and accessibility. The program also develops and implements standards for programming design and construction; commonly used materials and equipment; compliance with state and national mandates, compliance with the American with Disabilities Act (ADA); and hazardous material abatement.

PAY FOR PERFORMANCE: A performance-based program for municipal employees. Under the program, employees are eligible for a performance-based increase.

PERFORMANCE BASED BUDGETING: A budgeting method focusing on program accomplishments in addition to program costs.

PERFORMANCE MEASURE: A unit of measure for determining a program's effectiveness in achieving its objectives.

PERSONNEL ORDINANCE: A City ordinance that defines the maximum number and type of authorized employee positions.

PERSONNEL ROSTER: A list of positions by type and number, which sets an upper limit on the number of employees that, can be on the current payroll or in the process of being hired. All rostered positions must first appear on the Personnel Ordinance.

PERSONNEL SERVICES: The costs associated with compensating employees for their labor (e.g., salaries, wages, insurance, payroll taxes, and retirement contributions).

PHASE DOWN PROGRAM: A program that provides an option to the current lump sum cash distribution of sick, vacation and compensatory time leave balances by allowing police officers to take leave and extend the payment of their accrued Paid Time Off (PTO) and compensatory accounts over a period of time up to and including their total leave balances.

PRIME ACCOUNTS: Accounts established to record expenditures or revenues by major categories.

PRIORITIES: Established preferences in the allocation of resources and services.

PROGRAM: A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

PROGRAMMATIC BUDGETING: A budgeting method focusing on outputs relating to proposed expenditures grouped into programs, which identify goals and objectives to be accomplished if the program is funded.

PROJECT COST RECOVERY: A revolving fund used to pay the costs of department employees who directly and indirectly work on CIP-related projects. These costs are then recovered from the appropriate CIP project fund.

PROMPT PAYMENT ACT: Act 1993, 73rd Texas State Legislature, ch. 268 effective September 1, 1993 requires that local governments make every effort to pay vendors within 30 days after the receipt of invoice, receipt of goods or performance of service. Any payment made after 30 days is considered overdue and an interest penalty of 1% per month of the payment amount shall be imposed. This penalty is to be paid automatically without the vendor requesting payment.

PROPOSITION 1: Charter Amendment approved by voters in November 2004, which limits the growth of Property Tax revenue to the lower of the increase in population and CPI, or 4.5%.

PROPRIETARY FUNDS: A category of funds that include Public Works and Engineering - Public Utilities, Aviation, and Convention and Entertainment Facilities activities. These activities have characteristics (i.e., self-supporting through user fees and charges) similar to private sector entities. These funds are accounted for using the full accrual basis of accounting. These funds are also known as enterprise funds.

PUBLIC IMPROVEMENT BONDS (PIBs): Long-term debt issued to finance the capital improvement projects. Also known as general obligation bonds, these bonds are repaid with property tax receipts.

QUINT: A term used to describe a fire vehicle that has the basic capabilities of both an engine and ladder company. It is equipped with a 500-gallon water tank, 1,500 GPM pump, and storage space for supply/attack hose replicating an engine company. It also has a 75-100 foot aerial ladder, hydraulic extrication tools, and an assortment of ladder truck equipment/tools.

QC/QA: Quality Control/Quality Assurance.

RATING: The credit-worthiness of the City as evaluated by independent agencies. The ratings are performed by Standard and Poor's, Fitch, and Moody's Investors Service, usually before the sale of debt.

RECYCLING EXPANSION FUND: Created to receive funds to be used for the expansion and implementation of the City's Recycling Programs and related services i.e., equipment and materials acquisition and recycling education.

RESERVE: An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.

RESOLUTION: A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality that an ordinance or statue.

RESOURCES: Total dollars available for appropriation including estimated revenues, fund transfers and beginning fund balances.

REVENUE: An increase in (sources of) fund financial resources other than from interfund transfers and debt issue proceeds. Revenues should be classified by fund and source.

REVENUE BOND: Legal debt instruments which finance public projects for such services as water or sewer. Revenues from the public project are pledged to pay principal and interest of the bonds. In Texas, revenue bonds may or may not be authorized by public referenda.

REVENUE ESTIMATE: A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically, a future fiscal year, or an end-of-year estimate.

REVOLVING FUND: A special type of fund established to promote improved financial reporting and administrative convenience. The City has six revolving funds: Central Services, In-House Renovation, Fleet Maintenance, Property and Casualty, and Workers Compensation. For annual comprehensive financial reporting purposes, funds of this type are considered sub-funds of the General Fund.

RISK MANAGEMENT FUND: To account for the operation of a self-insured retention fund for health services for all City employees and that relate to workers' compensation claims. Claims are primarily administered by an outside agency.

ROW: Rights-of-Way.

SAP: Systems, Applications and Products in Data Processing - The integrated financial purchasing, human resources and payroll system implemented in fiscal year 2007 as the City's financial system for all expenditures and revenues. SAP accesses and unifies data from a full spectrum of enterprise resources, including document management systems including detailed accounting for operating expenditures and revenues, and inception-to-date accounting and reporting for capital projects and grants.

SCHOOLS-TO-STANDARD PROGRAM: This program focuses on the City's infrastructure, such as crossing signs/lights, sidewalks, streetlights, etc. around schools.

SELF-INSURANCE FUND: All or most costs associated with workers compensation and legal claims are funded by the City without insurance policies issued by outside vendors. The City, in effect, is assuming all associated risks and claims and is operating as its own insurance company. Self-insurance became prevalent after policy coverage became unavailable or prohibitively expensive.

SOURCE OF REVENUES: Classification of revenues according to their source or point of origin.

SPA (SPECIAL PURPOSE ANNEXATION): This type of annexation, authorized in the 1999 Legislature, may be conducted as part of a Strategic Partnership Agreement (SPA) with a utility district. It carries less stringent public notice requirements. The annexation typically includes commercial property only. Property (ad valorem) taxes are not levied on properties included in this type of annexation, but the City may levy a sales tax on retail sales conducted in the area. Properties annexed as part of a SPA do not carry the three-year requirement. The SPA identifies which regulations and services, if any, are imposed in the area annexed. It also identifies the amount of sales tax to be levied and how much, if any, will be shared with the district. Finally, the SPA identifies the length of the agreement and the City's options for when and if the City might make the property subject to general-purpose annexation.

SPECIAL REVENUE FUND: A governmental fund established to account for the proceeds of special revenue sources, which are restricted to expenditures for specific purposes.

STRATEGIC OFFICER STAFFING PROGRAM (SOSP): A program designed to provide temporary staffing throughout the Police Department for positions created by the absence of other officers, or for special assignments established by the department. Police officers volunteering to work SOSP positions are compensated with straight time pay (base salary and longevity) or compensatory time at the department's discretion.

STATUE: A type of federal or state law that restricts the time within which legal proceedings may be brought.

TAX AND REVENUE ANTICIPATION NOTES (TRAN): Notes issued prior to the receipt of taxes or other revenue. These notes are issued to meet temporary cash flow requirements that are repaid with revenue receipts expected later in the year.

TAX INCREMENT REINVESTMENT ZONES (TIRZs): Reinvestment Zones created by the City that use tax increment revenue generated by increased value in the zone to promote development and redevelopment in that zone.

TIRZ REVENUE: Revenue generated by increased value in Tax Increment Reinvestment Zones (TIRZ), created by the City to promote development and redevelopment. As development in each zone occurs, the property taxes generated by the increase in value attributable to those improvements, or "tax increments," are placed in separate funds designated for each zone. In addition to the City of Houston, contributions from Harris County and HISD are collected and deposited to the TIRZ fund.

TAX LEVY: The total amount to be billed for general property taxes for operating and debt service purposes. Revenues will be less than the levy because of delinquencies, tax roll errors, and court cases contesting assessed property value.

TAX RATE: The amount of tax levied for each $100 of assessed property value. The tax rate is applied to the assessed valuation to derive the tax levy.

TAX RATE LIMIT: The maximum legal property tax rate at which a municipality may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes.

TECHNOLOGY IMPROVEMENT PROGRAM (TIP): The Technology Improvement Program (TIP) provides for the orderly and systematic acquisition of information technology improvements to support the county strategic plan. The TIP is the city's principle tool for communicating and coordinating strategic information technology planning.

TELEMETRY: The science of technology of automatic measurement and transmission of data by wire, radio or other means of remote sources.

UNDESIGNATED FUND BALANCE: The portion of fund's balance that is not designated for a specific purpose and is available for general appropriation.

UNIT COST: The cost required to produce a specific product or unit of service.

URBAN FORESTRY PROGRAM: A program in the Parks and Recreation Department's Field Operation Division. Urban Forestry is responsible for a healthy urban forest through tree planting, pruning and needed tree removal.

USER FEES: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

VARIABLE RATE DEBT (VRD): Debt, which bears interest that changes or varies at predetermined intervals (daily, weekly, monthly, etc.) selected by the issuer. The issuer may also have the option to convert the variable rate to a fixed rate. The issue then becomes a fixed-rate obligation and cannot be returned to the variable rate mode.

VISION: Aspirational description of what an organization would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action.

WHISTLE BLOWER'S HOTLINE: A telephone service that is available 24 hours a day to provide anonymity in reporting allegations of employee misconduct that is criminal and administrative in nature.

WORKING CAPITAL: The amount by which total current assets exceed total current liabilities.

YIELD: The rate earned on an investment based on the cost of the investment, the interest earned during the period held, and the sell price or redemption value of the investment.

ZERO-BASED BUDGETING (ZBB): A type of program budget. It is designed to require managers to start at zero budget levels every year and justify all costs as if the programs involved were being initiated for the first time.

General Fund Revenues By Business Area	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Public Safety				
Crime Lab				
426330 Miscellaneous Copies Fees	6,521	0	0	**0**
427200 Unclaimed Fines & Forfeitures	148	0	5,000	**5,000**
452020 Recoveries & Refunds	5,359	0	0	**0**
452030 Miscellaneous Revenue	0	300	300	**300**
Subtotal	**12,028**	**300**	**5,300**	**5,300**
Fire Department				
421180 Special Fire Permits	5,019,199	4,779,980	4,655,734	**5,000,000**
421210 Fire Alarm Permits	220,165	229,930	299,542	**288,205**
421490 Plan Review Fees	0	0	0	**2,500,000**
421630 Administrative Fee - Licenses & Permits	0	0	108,905	**209,820**
424030 Intfd Computer Dev	0	0	819	**0**
424050 Interfund Fire Protection Services	16,244,269	16,642,455	16,642,455	**17,145,594**
424120 Interfund Vehicle Fuel	92,287	133,355	139,861	**0**
424130 Interfund Vehicle Repair	189,145	219,615	250,604	**0**
424140 Interfund Inventory	15,445	0	0	**0**
426010 Hazardous Materials Response	52,220	84,450	45,000	**56,100**
426020 Hazardous Materials Permit	32,650	34,600	37,450	**35,500**
426030 Ambulance Fees	21,638,983	21,753,000	24,840,000	**27,442,000**
426330 Miscellaneous Copies Fees	537	1,020	200	**420**
426340 Public Safety Reports Fees	91,402	130,960	88,720	**90,490**
426350 Fire Fighting Services	449,692	477,020	600,000	**618,015**
428050 False Alarm Penalties	402,405	903,395	813,000	**1,038,905**
428080 Returned Check Charges	399	985	470	**480**
434210 Sale of Scrap Oil & Tires	5,779	4,520	6,000	**0**
445050 Cell Tower Revenue	162,023	125,020	134,800	**67,735**
452020 Recoveries & Refunds	1,967,415	2,372,785	2,000,000	**2,020,000**
452030 Miscellaneous Revenue	114,125	136,710	58,700	**9,600**
Subtotal	**46,698,140**	**48,029,800**	**50,722,260**	**56,522,864**
Municipal Courts Department				
424030 Intfd Computer Dev	0	0	73,678	**60,000**
426330 Miscellaneous Copies Fees	12,725	13,390	11,714	**13,340**
426340 Public Safety Reports Fees	(131)	0	51	**0**
427010 Moving Violations	21,137,454	19,744,986	19,578,678	**19,593,870**
427030 MCTP Monthly Time Payment	864,203	715,776	704,894	**707,210**
427040 Non-Traffic Fines	2,787,789	2,804,579	2,824,303	**2,826,753**
427050 Failure to Appear Fines	2,531,779	2,350,159	2,313,343	**2,316,830**
427060 Scire Facias Forfeitures	1,056,383	1,183,560	1,037,898	**1,042,707**
427070 Bond Handling Fees	2,557	3,251	2,057	**2,067**
427100 Local Court Costs	667,911	624,496	596,512	**599,275**
427110 Driver Safety Administration Fees	1,548,005	1,486,212	1,303,280	**1,309,318**
427120 Cash Bond Forfeiture Fees	22,330	41,283	35	**47**
427130 Local Arrest Fees	1,693,832	1,568,743	1,558,804	**1,566,026**
427140 State Arrest Fees	0	2	3	**3**
427150 Towing Hearing Filing Fee	(9,585)	0	19,910	**0**
427160 Warrant Fees	382,936	400,905	259,089	**260,289**
427170 HPD Overtime Fee	64	89	10	**10**
427180 Capias Pro Fine	4,643	4,555	3,973	**3,991**
427200 Unclaimed Fines & Forfeitures	4,028	118	1,185	**1,590**
427210 Court Costs/Jury Costs	85	55	87	**87**
427220 Suspended Sentence Fees	4,143,643	4,531,728	4,500,185	**4,521,034**
427250 Registration Denial Fee	264,306	202,334	305,134	**306,548**

General Fund Revenues By Business Area		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
427260	Dismissal Fees	993,178	939,485	827,640	**831,474**
428080	Returned Check Charges	10,524	8,134	9,000	**8,895**
434510	Prior Year Revenue	0	0	(89)	**0**
452030	Miscellaneous Revenue	114,095	123,176	181,562	**169,556**
Subtotal		**38,232,754**	**36,747,016**	**36,112,936**	**36,140,920**
Police Department					
421110	Sexually Oriented Business Permits	28,140	27,750	4,200	**0**
421200	Other Building & Construction Permits	9,140	11,250	16,760	**0**
421630	Administrative Fee - Licenses & Permits	0	0	7,875	**0**
424060	Interfund Airport Police Services	19,887,951	21,217,098	21,217,098	**22,018,137**
425050	Indirect Cost Recovery-Auto Dealers	666,294	673,465	673,465	**684,231**
426260	Police Services	99,084	112,000	126,004	**160,000**
426330	Miscellaneous Copies Fees	812	200	5,414	**0**
426340	Public Safety Reports Fees	658,450	600,000	650,000	**675,000**
426370	Training Services	98,232	94,000	94,000	**94,000**
426430	Facility Rental Fees	41,194	40,841	43,554	**47,345**
428030	Release of Liens	20,359	20,000	25,200	**0**
428040	Vehicle Tow-Away Fees	2,468	1,000	4,200	**4,200**
428080	Returned Check Charges	121	500	200	**0**
428090	Miscellaneous Fines & Forfeitures	17,487	64,500	70,000	**52,000**
431020	Contributions from Others	143,989	155,460	148,764	**155,460**
434225	Sale of Non-Capital Equip. & Merchandise	24,299	25,000	25,000	**25,000**
434505	Prior Year Expenditure Recovery	774,962	0	1,077	**0**
434510	Prior Year Revenue	(7,954)	0	23,830	**0**
443130	Pay Phone Concessions	354,469	350,000	301,000	**301,000**
452020	Recoveries & Refunds	287,267	353,000	312,970	**321,000**
452030	Miscellaneous Revenue	1,176	600	600	**600**
490020	Transfer from Special Revenue Fund	851,655	0	0	**2,189,600**
490060	Transfer from Civic Center	79,997	90,000	90,000	**90,000**
Subtotal		**24,039,592**	**23,836,664**	**23,841,211**	**26,817,573**
Total Public Safety		**108,982,514**	**108,613,780**	**110,681,707**	**119,486,657**
Development & Maintenance Services					
General Services					
412010	Sales Tax	(15,582)	0	0	**0**
424110	Other Interfund Services	1,848,927	1,554,272	1,554,272	**2,706,284**
426420	Building Space Rental Fees	368,347	597,729	600,404	**305,121**
426430	Facility Rental Fees	89,280	111,031	52,432	**44,458**
428060	Other Interest Income	0	0	224,384	**75,616**
434235	Sale of Capital Assets	0	0	200,000	**1,000,000**
434240	Sale of Capital Assets-Land/Streets	2,904,108	33,550,000	1,800,000	**9,650,000**
443160	Vending Machine Concessions	248,173	204,000	218,173	**213,949**
452020	Recoveries & Refunds	2,425	0	116	**0**
452030	Miscellaneous Revenue	38,971	0	0	**0**
490060	Transfer from Civic Center	396,294	396,294	378,262	**382,463**
Subtotal		**5,880,943**	**36,413,326**	**5,028,043**	**14,377,891**
Planning & Development					
421290	Tower Application Review Fee	2,471	1,600	2,600	**4,620**
421630	Administrative Fee - Licenses & Permits	0	0	28,000	**72,700**
426020	Hazardous Materials Permit	755	1,500	1,000	**1,000**
426070	Hotel & Motel Ordinance	1,600	2,800	1,000	**1,200**
426250	Platting Fees	2,208,491	2,000,000	2,500,000	**3,584,191**
426290	Other Service Charges	4,829	3,000	3,000	**3,000**
426320	City Maps & Related Items	1,366	1,450	1,200	**1,450**

General Fund Revenues By Business Area		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
428080	Returned Check Charges	48	100	100	**100**
434505	Prior Year Expenditure Recovery	9,587	0	169	**0**
434510	Prior Year Revenue	0	0	100	**0**
452020	Recoveries & Refunds	28	50	0	**50**
452030	Miscellaneous Revenue	224,259	3,250	4,045	**203,250**
Subtotal		**2,453,434**	**2,013,750**	**2,541,214**	**3,871,561**
Public Works & Engineering					
421310	Mobility Permits	785,014	695,000	900,000	**0**
421400	Miscellaneous Sign Fees	79,628	84,550	20,000	**0**
422150	Intergovernmental Revenue - Metro	25,000,000	47,620,905	47,620,905	**0**
424110	Other Interfund Services	7,176,335	0	1,400,000	**0**
424140	Interfund Inventory	(500)	0	0	**0**
426290	Other Service Charges	64,661	99,550	99,550	**0**
426390	Misc. Services to Other Agencies	433,964	420,000	385,810	**0**
426420	Building Space Rental Fees	12,720	0	12,720	**12,700**
426430	Facility Rental Fees	36,239	0	32,880	**32,900**
434205	Sale of Scrap Metal	16,649	2,500	15,000	**0**
434240	Sale of Capital Assets-Land/Streets	3,574,884	2,500,000	450,000	**2,900,000**
434245	Sale of Capital Assets - Vehicles	186	0	0	**0**
434335	Recover Damage-Infrastructure	61,461	65,300	99,416	**0**
434510	Prior Year Revenue	(46,350)	0	0	**0**
434515	Street Milling Sale Earnings	1,245,248	800,000	900,000	**0**
452020	Recoveries & Refunds	594,942	653,700	615,763	**615,800**
452030	Miscellaneous Revenue	(54,057)	0	0	**0**
457010	Interfund Land Acquisition	110,900	110,850	110,850	**110,900**
Subtotal		**39,091,924**	**53,052,355**	**52,662,894**	**3,672,300**
Solid Waste Management					
421320	Dumpster Permits	1,725,877	1,616,000	2,000,000	**2,600,000**
421630	Administrative Fee - Licenses & Permits	0	0	135,000	**300,000**
424120	Interfund Vehicle Fuel	0	165,936	165,936	**0**
426100	Non-Resident Garbage Fee	334,569	500,000	435,000	**435,000**
426110	Extra Container Garbage Fee	1,059,349	1,840,000	1,540,000	**1,540,000**
428080	Returned Check Charges	864	800	800	**800**
434305	Judgments & Claims	24,855	5,000	21,000	**15,000**
452020	Recoveries & Refunds	296	220	2,000	**500**
452030	Miscellaneous Revenue	8,538	20,000	10,000	**10,000**
Subtotal		**3,154,348**	**4,147,956**	**4,309,736**	**4,901,300**
Total Development & Maintenance Services		**50,580,649**	**95,627,387**	**64,541,887**	**26,823,052**
Human & Cultural Services					
Health and Human Services					
421010	Special Food Permits	878,179	781,600	816,300	**890,300**
421020	Food Dealers Permits	2,991,678	2,810,100	3,169,300	**3,381,700**
421030	Food Managers Permits	494,021	485,000	474,100	**474,100**
421040	Mobile Food Vendor Licenses	304,730	216,000	403,000	**479,100**
421060	Miscellaneous Health Permits	1,104,147	970,400	1,051,300	**1,156,200**
421070	Swimming Pool Operating Permits	512,060	364,300	203,495	**0**
421630	Administrative Fee - Licenses & Permits	0	0	74,100	**153,200**
422010	Medicaid Title XIX	397,784	300,000	300,000	**300,000**
422020	Medicaid Title XX	1,587,386	1,200,000	1,200,000	**1,200,000**
424110	Other Interfund Services	83,188	0	0	**0**
424140	Interfund Inventory	(114,162)	0	528	**0**
424160	Interfund Affirmative Action Services	0	172,500	172,500	**0**
425110	Indirect Cost Recovery-Grants	4,021,704	3,585,000	4,100,000	**4,300,000**

General Fund Revenues By Business Area	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
426060 Clinical Fees	0	0	100	**0**
426130 Dental Fees	8,501	0	5,700	**0**
426300 Certified Copies Fees	2,436,420	2,194,700	1,945,500	**2,085,000**
426330 Miscellaneous Copies Fees	5,301	2,250	18,000	**18,000**
426420 Building Space Rental Fees	436,830	490,000	590,000	**490,000**
426430 Facility Rental Fees	85,485	89,800	89,800	**89,800**
428010 Deposit Forfeitures	(6,259)	0	0	**0**
428080 Returned Check Charges	2,174	1,300	1,300	**1,300**
434240 Sale of Capital Assets-Land/Streets	0	0	142,000	**0**
434340 Cashier Overages	2,702	0	1,400	**0**
447020 Garage Parking Revenue	167,760	150,000	187,500	**150,000**
452030 Miscellaneous Revenue	27,632	10,000	14,000	**1,000**
Subtotal	**15,427,261**	**13,822,950**	**14,959,923**	**15,169,700**
Housing & Community Development				
425110 Indirect Cost Recovery-Grants	329	0	0	**0**
Subtotal	**329**	**0**	**0**	**0**
Library				
425040 Indirect Cost-Houston Area Lib Auto NetWork	90,006	99,000	99,000	**99,000**
425110 Indirect Cost Recovery-Grants	58,439	64,252	64,252	**60,000**
426040 Library Service Charges	0	0	500	**0**
426430 Facility Rental Fees	6,420	5,000	5,000	**1,500**
428020 Library Fines	746,038	600,000	600,000	**500,000**
428080 Returned Check Charges	192	150	150	**60**
434240 Sale of Capital Assets-Land/Streets	0	0	900,000	**0**
443120 Photocopier Concessions	265,010	0	0	**0**
443150 Telecommunications Revenue	190	100	100	**100**
443160 Vending Machine Concessions	1,607	1,200	800	**500**
445050 Cell Tower Revenue	1,000	0	0	**0**
447020 Garage Parking Revenue	92,325	80,000	65,000	**60,000**
452020 Recoveries & Refunds	8,515	2,000	11,500	**2,000**
452030 Miscellaneous Revenue	2,616	1,500	7,000	**1,500**
Subtotal	**1,272,358**	**853,202**	**1,753,302**	**724,660**
Parks and Recreation				
422122 Municipal Service Fees - TIRZ	605,000	608,000	608,000	**608,000**
426370 Training Services	325	500	500	**500**
426420 Building Space Rental Fees	166,667	0	0	**0**
434510 Prior Year Revenue	0	2,000	2,000	**2,000**
452020 Recoveries & Refunds	536,215	536,300	536,300	**536,000**
452030 Miscellaneous Revenue	340	3,000	3,000	**3,000**
Subtotal	**1,308,547**	**1,149,800**	**1,149,800**	**1,149,500**
Total Human & Cultural Services	**18,008,495**	**15,825,952**	**17,863,025**	**17,043,860**
Administrative Services				
Administration and Regulatory Affairs				
412010 Sales Tax	(285,625)	0	0	**0**
413010 Mixed Beverage Tax	(95,208)	0	0	**0**
416010 Electricity Franchise Tax	95,630,300	96,586,122	96,591,383	**98,193,604**
417010 Telephone Franchise Tax	47,348,901	46,000,000	46,000,000	**44,482,800**
418010 Natural Gas Franchise Tax	21,728,760	21,889,640	21,889,640	**22,009,397**
419010 Cable TV Franchise Tax	17,257,533	17,077,000	18,187,950	**18,439,200**
419040 Solid Waste Hauler Franichise Fee	5,351,949	5,325,000	5,400,000	**5,568,000**
419050 Spur Track Franchise Fee	20,426	20,426	20,426	**20,426**
419070 Fiber Optics Franchise Fee	274,856	272,361	40,180	**16,100**

General Fund Revenues By Business Area	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
419090 Telecomm Franchise Fees - Prior Year	914,782	0	150,000	**0**
419110 Cable TV Franchise Fees-Prior Year	901	0	163,135	**0**
419120 Solid Waste Franchise Fees-Prior Year	721,925	0	300,237	**0**
421080 Rabies Control Licenses	719,961	560,000	0	**0**
421100 Occupation Licenses	113,684	120,000	142,000	**152,650**
421110 Sexually Oriented Business Permits	0	0	28,630	**28,420**
421130 Decals for Coin-Ope.Amusement Machines	265,290	375,000	265,000	**280,141**
421140 Dance Licenses	53,334	75,000	65,330	**70,230**
421150 Liquor Licenses	1,228,813	1,020,000	1,098,210	**1,098,212**
421200 Other Building & Construction Permits	0	0	0	**20,140**
421220 School Bus Licenses & Permits	15,517	13,340	16,000	**36,550**
421230 Taxicab Licenses & Permits	909,128	908,150	1,160,000	**1,134,500**
421280 Other Licenses & Permits	41,522	28,000	50,000	**65,700**
421410 Permit Preparation Fees	25,974	18,000	18,000	**18,000**
421570 Limousine Permits	587,900	543,150	580,000	**696,000**
421580 Charter Bus Permits	167,325	151,950	166,000	**177,650**
421590 Right-of-way Permits	314,237	317,018	317,018	**324,378**
421600 Jitney Permit & Inspection Fees	4,375	3,275	2,330	**4,010**
421610 Low Speed Shuttle Permit/Inspection Fees	0	0	200	**2,300**
421620 Pedicab Permits & Inspection Fees	0	0	10,000	**25,000**
421630 Administrative Fee - Licenses & Permits	0	0	235,000	**597,600**
424030 Intfd Computer Dev	0	0	67,000	**0**
424080 Interfund Payroll Services	0	1,096,694	1,096,694	**1,200,000**
424110 Other Interfund Services	17,206	0	18,000	**16,800**
426050 Animal Control Fees	82,852	102,200	0	**0**
426240 Limousine Inspection Fees	38,505	33,925	40,000	**71,425**
426290 Other Service Charges	99,192	102,250	102,250	**101,000**
426330 Miscellaneous Copies Fees	75	0	120	**3,120**
428010 Deposit Forfeitures	169	0	0	**0**
428030 Release of Liens	0	0	0	**48,000**
428080 Returned Check Charges	746	576	576	**576**
434205 Sale of Scrap Metal	28,135	30,000	5,000	**30,000**
434225 Sale of Non-Capital Equip. & Merchandise	368,547	300,000	420,000	**300,000**
434230 Animal Adoption	111,971	70,700	0	**0**
434245 Sale of Capital Assets - Vehicles	68,769	0	0	**0**
434510 Prior Year Revenue	(34,145)	0	0	**0**
444010 Private Contributions	715	0	0	**0**
452020 Recoveries & Refunds	116,159	0	508	**0**
452030 Miscellaneous Revenue	484,503	500,000	380,000	**260,000**
490080 Other Operating Transfers In	0	250,000	250,000	**250,000**
Subtotal	**194,699,959**	**193,789,777**	**195,276,817**	**195,741,929**
City Secretary				
426330 Miscellaneous Copies Fees	2,635	4,000	2,000	**3,000**
Subtotal	**2,635**	**4,000**	**2,000**	**3,000**
Finance Department				
411020 Current Property Tax	807,692,636	741,267,744	765,865,764	**759,547,505**
411030 Current Year Delinquent Property Tax	59,830,566	82,374,256	61,096,236	**60,342,495**
411040 Delinquent Property Tax - Prior Years	498,200	497,647	546,688	**520,812**
411110 Prior Year Delinquent Property Tax-1998	1,092	0	0	**0**
411120 Prior Year Delinquent Property Tax-1999	59,545	1,004	1,198	**0**
411130 Prior Year Delinquent Property Tax-2000	78,763	90,090	65,340	**1,142**
411140 Prior Year Delinquent Property Tax-2001	109,206	89,151	86,429	**62,248**
411150 Prior Year Delinquent Property Tax-2002	133,898	109,434	119,835	**82,338**
411160 Prior Year Delinquent Property Tax-2003	235,970	172,714	146,930	**114,163**

General Fund Revenues By Business Area		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
411170	Prior Year Delinquent Property Tax-2004	508,423	269,432	258,936	**139,976**
411171	Prior Year Delinquent Property Tax-2005	1,827,368	465,297	707,906	**246,680**
411172	Prior Year Delinquent Property Tax-2006	1,703,726	773,368	1,855,220	**531,499**
411173	Prior Year Delinquent Property Tax-2007	2,526,554	1,440,522	1,869,544	**1,910,306**
411174	Prior Year Delinquent Property Tax-2008	4,619,876	2,439,828	2,772,456	**1,781,053**
411175	Prior Year Delinquent Property Tax-2009	0	5,454,513	4,369,518	**2,641,226**
411176	Prior Year Delinquent Property Tax-2010	0	0	0	**4,162,559**
411180	Current Delinquent - P & I	5,302,767	4,645,424	4,513,953	**4,298,707**
411190	Penalty&Interest-Delinq. Property Tax	8,394,821	6,755,576	7,146,047	**6,805,291**
411210	Property Tax Rebates	(658,493)	(710,000)	(710,000)	**(710,000)**
412010	Sales Tax	469,265,982	473,754,000	490,883,000	**518,912,000**
413010	Mixed Beverage Tax	10,477,011	10,590,000	10,621,000	**10,621,000**
414010	Bingo Tax	195,026	206,000	175,000	**185,000**
415010	Industrial District Assessment	15,816,906	16,000,000	14,800,000	**14,800,000**
422122	Municipal Service Fees - TIRZ	(250,000)	0	0	**0**
424110	Other Interfund Services	17,802	1,250,000	270,000	**50,000**
424150	Interfund Auditing Services-601	0	226,873	226,873	**229,000**
426090	Demolition Fees	796,249	603,391	604,000	**600,000**
426120	Weed Cutting Fees	724,395	552,316	673,000	**640,000**
426330	Miscellaneous Copies Fees	168	0	0	**0**
426480	Securing/Boarding - Nuisance Abatement	97,562	60,000	56,000	**52,000**
426485	Visual Blight - Nuisance Abatement	2,560	3,000	1,850	**1,900**
428030	Release of Liens	78,454	65,000	80,000	**78,000**
428060	Other Interest Income	25,787	28,000	6,000	**21,000**
428080	Returned Check Charges	1,456	1,000	0	**1,000**
428100	Interest on Liens-COH	73,219	85,000	128,000	**131,000**
428105	Interest on Liens-Contract	651,966	540,000	577,000	**600,000**
432010	Interest on Pooled Investments	6,857,785	6,750,000	5,000,000	**3,000,000**
434150	Streets & Bridges Assessments	44,364	56,000	73,000	**75,000**
434315	Reimbursement of Court Costs	1,129	0	5,000	**0**
434340	Cashier Overages	(800)	0	0	**0**
434510	Prior Year Revenue	(51,141)	0	107,000	**0**
452020	Recoveries & Refunds	144,387	100,000	0	**63,000**
452030	Miscellaneous Revenue	10,717	0	2,000	**0**
456255	Misc Operating Revenue	1,000	0	0	**0**
490120	Transfer from Component Unit	0	0	0	**11,914,000**
Subtotal		**1,397,846,902**	**1,357,006,580**	**1,375,000,723**	**1,404,451,900**
Human Resources					
426330	Miscellaneous Copies Fees	10,338	4,500	10,000	**6,000**
452030	Miscellaneous Revenue	318,849	0	0	**0**
Subtotal		**329,187**	**4,500**	**10,000**	**6,000**
Information Technology					
424030	Intfd Computer Dev	123,164	0	38,000	**0**
457020	Interfund Communication Equipment Repair	0	537,090	499,090	**537,090**
Subtotal		**123,164**	**537,090**	**537,090**	**537,090**
Legal					
424070	Interfund Legal Services	1,158,666	1,234,498	1,225,469	**1,110,724**
426330	Miscellaneous Copies Fees	6,358	3,000	4,000	**3,000**
426390	Misc. Services to Other Agencies	(285)	0	0	**0**
434305	Judgments & Claims	115,794	5,000	6,900	**5,000**
434510	Prior Year Revenue	0	0	665	**0**
452020	Recoveries & Refunds	7,222	5,000	10,000	**5,000**
452030	Miscellaneous Revenue	(361,525)	100	100	**100**

General Fund Revenues By Business Area	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Subtotal	**926,230**	**1,247,598**	**1,247,134**	**1,123,824**
Mayor's Office				
421270 City Election Fees	34,500	0	0	**0**
424120 Interfund Vehicle Fuel	(16)	0	0	**0**
452030 Miscellaneous Revenue	721	0	0	**0**
Subtotal	**35,205**	**0**	**0**	**0**
Office of Business Opportunity				
424160 Interfund Affirmative Action Services	55,743	221,854	101,000	**70,000**
Subtotal	**55,743**	**221,854**	**101,000**	**70,000**
Total Administrative Services	**1,594,019,025**	**1,552,811,399**	**1,572,174,764**	**1,601,933,743**
General Government				
General Government				
416020 Miscellaneous Franchise Fee	1,618,154	1,565,172	1,559,911	**1,500,000**
422122 Municipal Service Fees - TIRZ	0	5,625,200	5,625,200	**5,625,200**
422141 Intergovernmental Revenue - TIRZ	3,629,693	3,474,000	3,369,364	**3,427,672**
425010 Indirect Cost Recovery-Aviation	2,771,233	3,316,303	3,140,667	**3,209,709**
425020 Indirect Cost Recovery - Civic Center	940,024	772,515	397,242	**881,180**
425030 Indirect Cost-CUS Fund	3,147,722	3,034,287	3,034,287	**3,868,673**
425060 Indirect Cost Recover -Public TV	33,857	35,836	35,836	**39,659**
425070 Indirect Cost-Building Inspection	1,549,974	1,734,697	1,734,697	**1,753,262**
425080 Indirect Cost Recovery-Street & Drainage	1,042,080	1,158,533	1,158,533	**1,257,112**
425090 Indirect Cost Recovery-911 Emergency	110,000	418,295	110,000	**110,000**
425100 Indirect Cost Recovery-Other	1,580,353	1,562,234	1,562,234	**2,259,388**
426330 Miscellaneous Copies Fees	10	0	1,200	**1,200**
429095 Medicare Part D Distribution	1,178,289	996,000	996,000	**0**
434240 Sale of Capital Assets-Land/Streets	0	0	10,125,918	**0**
434305 Judgments & Claims	0	100,000	0	**100,000**
434330 Subrogations	0	10,000	0	**10,000**
434505 Prior Year Expenditure Recovery	(347)	50,000	1,231	**50,000**
434510 Prior Year Revenue	0	50,000	2,809,272	**50,000**
434520 Pension Obligation Bond Proceeds	20,000,000	0	0	**0**
445050 Cell Tower Revenue	58,100	144,500	100,000	**211,000**
452020 Recoveries & Refunds	820,595	1,600,000	17,318	**1,450,000**
452030 Miscellaneous Revenue	(47,399)	15,250,000	150,000	**250,000**
490020 Transfer from Special Revenue Fund	2,250,000	7,500,000	10,100,000	**0**
490030 Transfer from Debt Service Fund	0	0	812,497	**0**
490060 Transfer from Civic Center	7,500,000	0	0	**10,000,000**
490070 Transfer from Capital Project Fund	14,881,294	0	431,577	**0**
490080 Other Operating Transfers In	0	0	0	**17,111,500**
490110 Transfer from Grant	4,199,088	13,500,000	10,070,000	**0**
490120 Transfer from Component Unit	0	0	0	**425,000**
490140 Transfer from Parking Management	8,500,000	7,000,000	8,259,000	**9,117,371**
Subtotal	**75,762,720**	**68,897,572**	**65,601,984**	**62,707,926**
Total General Government	**75,762,720**	**68,897,572**	**65,601,984**	**62,707,926**
Grand Total:	**1,847,353,403**	**1,841,776,090**	**1,830,863,367**	**1,827,995,238**

Citywide Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Taxes					
General Property Taxes					
411020	Current Property Tax	807,692,636	741,267,744	765,865,764	759,547,505
411030	Current Year Delinquent Property Tax	59,830,566	82,374,256	61,096,236	60,342,495
411040	Delinquent Property Tax - Prior Years	498,200	497,647	546,688	520,812
411110	Prior Year Delinquent Property Tax-1998	1,092	0	0	0
411120	Prior Year Delinquent Property Tax-1999	59,545	1,004	1,198	0
411130	Prior Year Delinquent Property Tax-2000	78,763	90,090	65,340	1,142
411140	Prior Year Delinquent Property Tax-2001	109,206	89,151	86,429	62,248
411150	Prior Year Delinquent Property Tax-2002	133,898	109,434	119,835	82,338
411160	Prior Year Delinquent Property Tax-2003	235,970	172,714	146,930	114,163
411170	Prior Year Delinquent Property Tax-2004	508,423	269,432	258,936	139,976
411171	Prior Year Delinquent Property Tax-2005	1,827,368	465,297	707,906	246,680
411172	Prior Year Delinquent Property Tax-2006	1,703,726	773,368	1,855,220	531,499
411173	Prior Year Delinquent Property Tax-2007	2,526,554	1,440,522	1,869,544	1,910,306
411174	Prior Year Delinquent Property Tax-2008	4,619,876	2,439,828	2,772,456	1,781,053
411175	Prior Year Delinquent Property Tax-2009	0	5,454,513	4,369,518	2,641,226
411176	Prior Year Delinquent Property Tax-2010	0	0	0	4,162,559
411180	Current Delinquent - P & I	5,302,767	4,645,424	4,513,953	4,298,707
411190	Penalty&Interest-Delinq. Property Tax	8,394,821	6,755,576	7,146,047	6,805,291
411210	Property Tax Rebates	(658,493)	(710,000)	(710,000)	(710,000)
Subtotal	General Property Taxes	892,864,918	846,136,000	850,712,000	842,478,000
412010	Sales Tax	468,964,775	473,754,000	490,883,000	518,912,000
Other Tax					
413010	Mixed Beverage Tax	10,381,803	10,590,000	10,621,000	10,621,000
414010	Bingo Tax	195,026	206,000	175,000	185,000
449110	Hotel Occupancy Tax	53,462,075	53,500,000	56,300,000	61,000,000
449510	Delinquent Hotel Occupancy Tax	1,455,603	1,000,000	1,307,500	1,220,000
Subtotal	Other Tax	65,494,507	65,296,000	68,403,500	73,026,000
Total Taxes		**1,427,324,200**	**1,385,186,000**	**1,409,998,500**	**1,434,416,000**
Industrial District Assessment					
415010	Industrial District Assessment	15,816,906	16,000,000	14,800,000	14,800,000
Total Industrial District Assessment		**15,816,906**	**16,000,000**	**14,800,000**	**14,800,000**
Franchise Fees					
Electric Franchise					
416010	Electricity Franchise Tax	95,630,300	96,586,122	96,591,383	98,193,604
416020	Miscellaneous Franchise Fee	1,618,154	1,565,172	1,559,911	1,500,000
Subtotal	Electric Franchise	97,248,454	98,151,294	98,151,294	99,693,604
Telephone Franchise					
417010	Telephone Franchise Tax	47,348,901	46,000,000	46,000,000	44,482,800
419090	Telecomm Franchise Fees - Prior Year	914,782	0	150,000	0
Subtotal	Telephone Franchise	48,263,683	46,000,000	46,150,000	44,482,800
Gas Franchise					
418010	Natural Gas Franchise Tax	21,728,760	21,889,640	21,889,640	22,009,397
Other Franchise					
419010	Cable TV Franchise Tax	17,257,533	17,077,000	18,187,950	18,439,200
419040	Solid Waste Hauler Franichise Fee	5,351,949	5,325,000	5,400,000	5,568,000
419050	Spur Track Franchise Fee	20,426	20,426	20,426	20,426
419070	Fiber Optics Franchise Fee	274,856	272,361	40,180	16,100
419110	Cable TV Franchise Fees-Prior Year	901	0	163,135	0
419120	Solid Waste Franchise Fees-Prior Year	721,925	0	300,237	0
421330	Impounded Sign Fees	229	100	200	200
421340	Sign Construction Fees	435,542	360,000	537,200	450,000
421390	Sign Plan Examination Fees	216,210	210,000	275,000	210,000
421430	Annual Boiler Fees	100,439	84,000	135,200	110,500
421470	Occupancy Fees	3,615,108	3,824,500	3,685,700	4,157,400
421520	Heliport/Helistop Inspection Fees	10,824	14,000	8,700	10,800
Subtotal	Other Franchise	28,005,942	27,187,387	28,753,928	28,982,626
Total Franchise Fees		**195,246,839**	**193,228,321**	**194,944,862**	**195,168,427**

Citywide Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Licenses and Permits					
419080	Encroachment Franchise Fee	423,965	257,000	386,800	424,000
421010	Special Food Permits	878,179	781,600	816,300	890,300
421020	Food Dealers Permits	2,991,678	2,810,100	3,169,300	3,381,700
421030	Food Managers Permits	494,021	485,000	474,100	474,100
421040	Mobile Food Vendor Licenses	304,730	216,000	403,000	479,100
421060	Miscellaneous Health Permits	1,104,147	970,400	1,051,300	1,156,200
421070	Swimming Pool Operating Permits	512,060	835,400	674,595	789,000
421080	Rabies Control Licenses	719,961	560,000	600,000	700,000
421100	Occupation Licenses	113,684	120,000	142,000	152,650
421110	Sexually Oriented Business Permits	28,140	27,750	32,830	28,420
421130	Decals for Coin-Ope.Amusement Machines	265,290	375,000	265,000	280,141
421140	Dance Licenses	53,334	75,000	65,330	70,230
421150	Liquor Licenses	1,228,813	1,020,000	1,098,210	1,098,212
421161	Auto Dealers Licenses	868,829	800,000	1,250,000	2,315,840
421162	Electric Signs Fee	328,394	280,000	326,600	280,000
421170	Burglar Alarm Permits	5,587,308	6,000,000	6,000,000	6,000,000
421180	Special Fire Permits	5,019,199	4,779,980	4,655,734	5,000,000
421190	Construction Permits	12,511,434	14,060,000	12,836,700	14,388,100
421200	Other Building & Construction Permits	9,868	13,250	16,960	20,640
421210	Fire Alarm Permits	383,136	363,930	460,842	451,205
421220	School Bus Licenses & Permits	15,517	13,340	16,000	36,550
421230	Taxicab Licenses & Permits	909,128	908,150	1,160,000	1,134,500
421240	Wrecker Licenses & Permits	527,391	638,000	643,000	804,135
421250	Valet Parking Operator Permits	46,521	35,610	35,610	35,610
421270	City Election Fees	34,500	0	0	0
421280	Other Licenses & Permits	220,966	233,500	255,500	403,450
421290	Tower Application Review Fee	2,471	1,600	2,600	4,620
421300	Facility Permits	0	0	0	18,200
421310	Mobility Permits	1,060,121	813,000	1,018,000	1,143,600
421320	Dumpster Permits	1,725,877	1,616,000	2,000,000	2,600,000
421350	Site Inspection Fees	314,534	240,000	500,600	320,000
421370	Sign Operation Fees	1,061,293	992,000	1,461,200	1,208,200
421371	Sign Op Fee-Off Perm	15,850	24,800	23,000	33,000
421372	Sign Op Fee-Off Perm	13,560	4,500	13,000	10,500
421373	Sign Operation Fees-New Operating-City	448,336	386,800	450,800	400,000
421374	Sign Op Fee-On Perm	0	9,000	0	0
421380	Sign Contractor Licenses	90,103	60,000	84,200	60,000
421400	Miscellaneous Sign Fees	85,628	84,550	20,100	16,800
421410	Permit Preparation Fees	2,314,879	2,188,100	3,242,400	20,000
421420	A/C Boiler Cons Prmt	3,717,931	3,495,600	3,612,800	4,275,600
421440	Elevator Permits	393,240	336,000	514,800	422,800
421450	House Moving Permits	10,044	7,000	9,800	10,000
421460	Mobile Home Permits	282,007	394,000	376,500	371,900
421480	Reinspections Fees	17,395	19,000	15,900	19,000
421490	Plan Review Fees	105,900	147,000	118,700	2,602,000
421491	Plan Review - Per Sheet Fee	827,648	848,700	947,300	813,700
421500	Electrical Permits	3,545,564	3,908,600	3,622,500	4,077,400
421510	Plumbing Permits	3,669,278	3,829,600	3,809,900	4,219,700
421530	Special Event Permits	109,575	90,000	95,000	95,000
421540	Closed Use Permits	90,239	81,200	82,100	82,100
421550	Street Cut Permit	892,075	796,000	650,200	796,000
421560	Flood Plain Dev Prmt	574,594	414,000	690,300	600,000
421570	Limousine Permits	587,900	543,150	580,000	696,000
421580	Charter Bus Permits	167,325	151,950	166,000	177,650
421590	Right-of-way Permits	314,237	317,018	317,018	324,378
421600	Jitney Permit & Inspection Fees	4,375	3,275	2,330	4,010
421610	Low Speed Shuttle Permit/Inspection Fees	0	0	200	2,300
421620	Pedicab Permits & Inspection Fees	0	0	10,000	25,000
421630	Administrative Fee - Licenses & Permits	0	79,300	720,680	7,026,020
421640	LED Changeable Message Sign	0	0	35,000	70,000
421700	Multi-Family Rental Building Inspections	11,010	258,000	55,000	54,800

Citywide Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
456105	Oil and Gas Well Permits	255	250	4,960	5,000
456110	Stormwater Quality Mgmt Permits	78,000	72,000	186,400	160,100
456115	Industrial Waste Discharge Permits	5,200	6,500	4,000	7,000
456120	Development Permits	194,890	185,000	185,000	185,000
Total Licenses and Permits		**58,311,527**	**59,062,503**	**62,463,999**	**73,751,461**
Intergovernmental					
422010	Medicaid Title XIX	397,784	300,000	300,000	300,000
422020	Medicaid Title XX	1,587,386	1,200,000	1,200,000	1,200,000
422110	Criminal Justice Division Grant Awards	363,413	343,236	387,631	387,631
422122	Municipal Service Fees - TIRZ	4,373,000	6,233,200	6,233,200	6,233,200
422140	Metro Grant Awards	0	0	0	54,590,400
422141	Intergovernmental Revenue - TIRZ	5,129,693	3,474,000	3,369,364	3,427,672
422150	Intergovernmental Revenue - Metro	27,889,352	50,510,257	50,510,257	50,600,000
422155	Intergovernmental Revenue - Other	0	0	129,575	0
423010	Other Grant Awards	1,576,806	1,959,950	1,959,950	3,406,000
429095	Medicare Part D Distribution	1,443,805	996,000	996,000	0
Total Intergovernmental		**42,761,239**	**65,016,643**	**65,085,977**	**120,144,903**
Charges for Services					
Charges for Services					
424190	Interfund Drainage Fee	0	0	0	9,173,900
424200	Interfund Permit Center Rent	0	0	0	1,360,000
426010	Hazardous Materials Response	52,220	84,450	45,000	56,100
426020	Hazardous Materials Permit	33,405	36,100	38,450	36,500
426030	Ambulance Fees	21,638,983	21,753,000	24,840,000	27,442,000
426040	Library Service Charges	0	0	500	0
426050	Animal Control Fees	82,852	102,200	129,200	122,200
426060	Clinical Fees	0	0	100	0
426070	Hotel & Motel Ordinance	1,600	2,800	1,000	1,200
426090	Demolition Fees	796,249	603,391	604,000	600,000
426100	Non-Resident Garbage Fee	334,569	500,000	435,000	435,000
426110	Extra Container Garbage Fee	1,059,349	1,840,000	1,540,000	1,540,000
426120	Weed Cutting Fees	724,395	552,316	673,000	640,000
426130	Dental Fees	8,501	0	5,700	0
426170	Recreation Sports & Education Program	316,852	434,400	430,200	435,900
426180	Tennis Court Fees	167,498	164,700	160,500	165,000
426190	Golf Fees	2,834,202	3,385,900	3,443,500	3,515,200
426200	Admission and User Fees	47,195	52,000	47,800	51,000
426220	Vehicle Storage Notification	296,591	310,000	297,000	310,000
426230	Vehicle Auction Fees	297,931	293,170	298,000	293,170
426240	Limousine Inspection Fees	38,505	33,925	40,000	71,425
426250	Platting Fees	2,208,491	2,000,000	2,500,000	3,584,191
426260	Police Services	2,485,322	1,829,473	1,866,717	2,174,674
426270	Utility District Application Review	17,850	12,000	13,175	12,000
426290	Other Service Charges	1,264,035	1,112,505	1,237,386	829,100
426300	Certified Copies Fees	2,436,420	2,194,700	1,945,500	2,085,000
426310	City Charter & Code Fees	1,004	1,200	800	800
426320	City Maps & Related Items	54,022	53,100	57,650	45,150
426330	Miscellaneous Copies Fees	77,080	56,360	89,148	77,980
426340	Public Safety Reports Fees	749,721	730,960	738,771	765,490
426350	Fire Fighting Services	449,692	477,020	600,000	618,015
426360	Reimbursement for 911 Staff	10,376,915	11,878,152	11,568,199	11,842,736
426370	Training Services	263,258	322,300	236,500	221,700
426390	Misc. Services to Other Agencies	433,679	420,000	385,810	805,800
426420	Building Space Rental Fees	7,192,786	6,717,122	6,877,874	7,215,225
426430	Facility Rental Fees	7,001,842	6,955,470	7,166,463	7,092,903
426440	Park Facility Use Fees	339,987	349,150	336,455	333,800
426480	Securing/Boarding - Nuisance Abatement	97,562	60,000	56,000	52,000
426485	Visual Blight - Nuisance Abatement	2,560	3,000	1,850	1,900
426490	Alternate Method Review Fee	0	0	5,700	14,700
426495	Investigation Fee	0	0	271,100	542,200
426500	Drainage Charge Revenue	0	0	0	115,826,100

Citywide Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
441010	Signatory Landings	91,442,927	89,791,000	85,054,132	87,140,769
441015	Carrier Incentive Program	(411,091)	(1,000,000)	(1,000,000)	(1,000,000)
441020	Aviation Fuel Revenue	1,329,209	1,428,925	1,323,896	1,323,896
441030	Aircraft Parking Revenue	1,803,510	1,772,000	1,762,000	1,850,000
442030	Terminal Space Rental Fees	161,096,366	160,678,000	162,246,577	167,480,665
442035	Terminal Space Nonair Rental Fees	863,261	775,129	772,287	1,114,563
442040	Cargo Building Rental Fees	2,489,657	2,510,890	2,510,890	2,508,894
442050	Hangar Rental Fees	4,920,371	5,501,863	5,501,863	6,312,892
442060	Grounds Rental Fees	7,577,575	7,582,405	7,576,458	7,772,310
442070	Other Rental Fees	1,074,883	1,280,000	1,087,800	1,131,500
443010	Temporary park Concessions	54,502	67,800	47,100	59,900
443020	Terminal Concession Agreements	393,005	337,600	355,500	360,800
443030	Terminal Operation Agreement	180,987	182,800	193,800	197,400
443040	Other Recreational Concessions	633,290	682,800	644,400	658,000
443050	Auto Rental Concessions	22,888,952	23,345,766	23,142,540	23,385,477
443060	Ground Transport Concessions	4,987,272	5,787,101	5,499,624	6,151,640
443080	Special Events Concessions	26,226	27,411	27,411	22,411
443090	Food & Drink Concessions	1,527,672	1,638,496	2,102,448	0
443100	Audio Visual Concessions	430,613	334,450	464,018	0
443110	Utility Concessions	959,719	752,002	964,233	0
443120	Photocopier Concessions	265,010	0	0	0
443130	Pay Phone Concessions	354,469	350,000	301,000	301,000
443140	Telephone Setup Concessions	235,678	276,954	365,009	0
443150	Telecommunications Revenue	67,032	71,759	71,759	100
443160	Vending Machine Concessions	319,372	277,050	282,608	256,449
443170	Other Concession Income	24,245	6,000	1,500	0
443190	Retail Concessions	28,308,469	31,410,365	32,612,855	34,910,056
445010	Talp Operation Agreement	75,000	75,000	75,000	0
445020	Houston Aquarium Agreement Revenue	250,000	250,000	250,000	0
445030	Houston Arena Agreement Revenue	295,740	295,740	234,159	0
445040	Cultural/Convention Facility Rental	4,942,934	4,905,739	4,906,439	0
445050	Cell Tower Revenue	246,900	294,520	259,800	303,735
447010	Metered Parking Revenue	4,843,184	4,790,000	4,616,000	7,276,000
447020	Garage Parking Revenue	79,305,826	77,345,529	78,788,654	78,352,600
447030	Surface Parking Revenue	2,153,070	2,511,352	2,274,024	1,562,768
447031	Commerce Surface Lot Revenue	5,580	0	22,668	19,800
447032	Bolsover Surface Lot Revenue	705	0	9,887	0
447040	Contract Parking Revenue	807,413	545,034	545,034	545,034
448010	Custom Services Fees	318,564	299,600	300,100	0
453010	Retail Water Sales	286,723,160	336,867,101	336,038,058	343,902,000
453012	Con Treat Wat NonGov	19,756,728	28,582,290	31,332,941	27,894,700
453013	Ret Wat Bill Adjusts	(7,763,174)	(1,500,000)	(3,819,056)	0
453014	Area 1&2GRPFeesNnGv	315,533	6,936,796	0	0
453015	Area3 GRP Fees Nngov	5,619,098	0	0	0
453020	Bulk Water Sales - Treated	0	35,666,645	26,765,020	34,218,300
453022	Con Tr Ind WatNonGov	2,974,573	0	0	0
453030	Bulk Water Sales - Untreated	2,846,143	42,390,321	43,024,909	43,222,700
453032	ConUntCWAHWY225NnGv	18,679,030	0	0	0
453033	ConUntLkHousIndNonGv	4,703,279	0	0	0
453035	ConUntSoCanIndNonGv	3,660,646	0	0	0
453036	ConUntSoCanAgriNonGv	41,978	0	0	0
453038	ConUntCWABportNonGov	5,037,434	0	0	0
453039	ConUntCWANWLATNonGv	93,148	0	0	0
453116	In City MUD Water Rebates Government	(550,254)	0	(694,876)	(800,000)
453118	Ground Water Certificate Credits	40,781	0	0	0
453120	Con Tr Bulk Wat Gov	13,908,877	3,015,169	3,015,190	2,583,900
454010	Sewer Service Revenue	336,957,732	416,029,149	395,719,451	423,464,600
454012	Sewer Bill Adjusts	(15,595,345)	(9,500,000)	(11,800,755)	(10,000,000)
454116	In City MUD Sewer Rebates Government	(640,716)	0	(936,697)	(1,000,000)
455010	Sewer Service Penalties	4,478,421	4,500,000	5,496,160	4,500,000
455020	Water Service Penalties	3,912,178	3,500,000	4,464,274	3,500,000
456125	Fire Sprinkler Fees	3,794,334	3,500,000	500,000	588,000
456130	Water Meter Rental Fees	124,085	75,000	81,520	75,000

Citywide Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
456135	Delinquent Reconnection Fees	586,700	500,000	500,000	500,000
456140	Tap Installation Fees	3,925	11,000	2,000	5,000
456145	Meter Installation Fees	482,998	435,000	435,000	435,000
456150	Engineering Inspection Fees	313,651	300,000	300,000	300,000
456155	Meter Testing Fees	525	500	100	300
456160	Transient Meter Relocation Fee	8,443	7,000	4,000	5,000
456165	New Customer Fees	249,465	250,000	250,000	250,000
456170	Account Record Fees	1,220	1,500	1,500	1,500
456180	Fertilizer Sales	139,235	160,000	120,000	160,000
456185	Contract Revenue from Water Authority	767,625	1,057,943	1,057,943	1,150,000
456210	Missed Appointment	5,900	5,000	5,000	5,000
456220	Tenant Notice	24,880	25,000	25,000	25,000
456225	Failure to Apply	98,160	90,000	90,000	90,000
456230	Illegal Turn On	4,995	5,000	1,200	1,200
456235	Lock Device Damage/Repair	145	0	47	0
456240	Submeter Application	9,500	6,500	6,500	6,500
456245	Evaporation Credit Processing Fee	196,600	150,000	125,000	150,000
456250	Sewage Disposal	10,544	11,000	9,000	11,000
456255	Misc Operating Revenue	3,774,140	3,997,000	3,905,428	3,800,548
456256	NewSrack Permit and Decal Fees	6,331	16,835	15,000	500
456260	Oper Recov & Refunds	536,623	36,971	36,971	0
456265	Municipal Setting Designation Application	18,000	35,000	35,000	35,000
456515	Defensive Driving Fees	3,450	5,000	5,000	0
Subtotal	Charges for Services	1,187,631,944	1,369,670,664	1,331,293,349	1,509,469,466
Total Charges for Services		**1,187,631,944**	**1,369,670,664**	**1,331,293,349**	**1,509,469,466**
Fines and Forfeits					
Municipal Courts Fines and Forfeits					
427010	Moving Violations	21,137,454	19,744,986	19,578,678	19,593,870
427020	Parking Violations	6,777,545	7,604,188	7,000,000	10,222,000
427030	MCTP Monthly Time Payment	864,203	715,776	704,894	707,210
427040	Non-Traffic Fines	2,787,789	2,804,579	2,824,303	2,826,753
427050	Failure to Appear Fines	2,531,779	2,350,159	2,313,343	2,316,830
427060	Scire Facias Forfeitures	1,056,383	1,183,560	1,037,898	1,042,707
427070	Bond Handling Fees	2,557	3,251	2,057	2,067
427080	Municipal Courts Technology	1,561,131	1,544,081	1,423,256	1,423,256
427090	Residential Parking Permit	43,063	33,274	60,000	54,000
427100	Local Court Costs	667,911	624,496	596,512	599,275
427110	Driver Safety Administration Fees	1,548,005	1,486,212	1,303,280	1,309,318
427120	Cash Bond Forfeiture Fees	22,330	41,283	35	47
427130	Local Arrest Fees	1,693,832	1,568,743	1,558,804	1,566,026
427140	State Arrest Fees	0	2	3	3
427150	Towing Hearing Filing Fee	(9,585)	0	19,910	0
427160	Warrant Fees	382,936	400,905	259,089	260,289
427170	HPD Overtime Fee	64	89	10	10
427180	Capias Pro Fine	4,643	4,555	3,973	3,991
427200	Unclaimed Fines & Forfeitures	4,176	5,118	6,185	6,590
427210	Court Costs/Jury Costs	85	55	87	87
427220	Suspended Sentence Fees	4,143,643	4,531,728	4,500,185	4,521,034
427230	Boot Fees	178,920	94,150	152,400	244,150
427240	Administrative Boot Fees	60,440	94,150	152,400	244,150
427250	Registration Denial Fee	264,306	202,334	305,134	306,548
427260	Dismissal Fees	993,178	939,485	827,640	831,474
427270	Juvenile Case Manager Revenue	953,318	914,000	844,000	844,000
Subtotal	Municipal Courts Fines and Forfeits	47,670,106	46,891,159	45,474,076	48,925,685
Other Fines and Forfeits					
428010	Deposit Forfeitures	(6,090)	0	0	0
428020	Library Fines	746,038	600,000	600,000	500,000
428030	Release of Liens	98,960	85,100	105,347	126,500
428040	Vehicle Tow-Away Fees	2,468	1,000	4,200	4,200
428050	False Alarm Penalties	2,112,976	1,903,395	2,613,000	2,838,905
428060	Other Interest Income	25,865	28,043	230,427	96,616

Citywide Revenues by Category

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
428080	Returned Check Charges	285,875	283,837	285,188	283,511
428090	Miscellaneous Fines & Forfeitures	2,404,974	969,500	802,000	784,000
428095	Red Light Enforcement	15,802,546	16,000,000	6,125,515	440,700
428100	Interest on Liens-COH	73,219	85,000	128,000	131,000
428105	Interest on Liens-Contract	651,966	540,000	577,000	600,000
Subtotal	Other Fines and Forfeits	22,198,797	20,495,875	11,470,677	5,805,432
Total Fines and Forfeits		**69,868,903**	**67,387,034**	**56,944,753**	**54,731,117**
Interest					
432010	Interest on Pooled Investments	38,692,049	35,353,292	31,454,147	28,916,806
432015	Gain or Loss-Investment Market Adjust.	0	0	(2,556)	0
434130	Gain/Loss on Investment Sale	0	22,589	22,589	0
Total Interest		**38,692,049**	**35,375,881**	**31,474,180**	**28,916,806**
Miscellaneous/Other					
431020	Contributions from Others	4,578,629	6,147,460	3,806,145	1,844,460
431030	Donated/Seized Asset Additions	0	0	21,855	0
434150	Streets & Bridges Assessments	44,364	56,000	73,000	75,000
434205	Sale of Scrap Metal	185,362	150,134	188,252	218,680
434210	Sale of Scrap Oil & Tires	5,779	4,520	6,000	0
434215	Sale of Non-Capital Rolling Stock	0	72,716	41,216	15,500
434220	Sale of Impounded Vehicles	485,873	400,000	630,000	400,000
434225	Sale of Non-Capital Equip. & Merchandise	408,002	341,869	513,869	333,000
434230	Animal Adoption	111,971	70,700	100,000	190,000
434250	Sale of Capital Assets-Intergovernmental	0	720	720	0
434305	Judgments & Claims	245,365	122,000	122,568	132,000
434315	Reimbursement of Court Costs	1,129	0	5,000	0
434330	Subrogations	0	10,000	0	10,000
434335	Recover Damage-Infrastructure	206,617	175,300	194,753	159,400
434340	Cashier Overages	3,299	200	1,500	200
434505	Prior Year Expenditure Recovery	1,066,065	50,130	1,513,055	50,000
434510	Prior Year Revenue	2,386,727	52,000	2,957,369	52,000
434515	Street Milling Sale Earnings	1,245,248	800,000	900,000	800,000
435510	Confiscations	5,856,949	6,400,989	6,240,989	5,972,649
444010	Private Contributions	715	0	20,000	20,000
444020	PEG Contributions - Ongoing Support	2,542,592	2,532,000	2,471,800	2,526,300
444030	PEG Contributions - State Franchises	820,395	750,000	1,077,400	1,055,900
451080	Interfund Billing Fleet	0	11,707,000	11,707,000	0
452020	Recoveries & Refunds	7,132,935	7,995,295	6,056,900	6,984,350
452030	Miscellaneous Revenue	4,763,630	21,357,098	6,439,891	7,536,063
458030	Impact Fee Transfer	9,825,316	9,297,581	9,248,051	9,100,000
Total Miscellaneous/Other		**41,916,962**	**68,493,712**	**54,337,333**	**37,475,502**
Other Resources					
434235	Sale of Capital Assets	945,233	975,000	1,681,365	2,031,466
434240	Sale of Capital Assets-Land/Streets	11,405,699	43,787,036	22,395,807	12,550,000
434245	Sale of Capital Assets - Vehicles	741,039	345,014	245,614	200,000
434520	Pension Obligation Bond Proceeds	20,000,000	0	0	0
Total Other Resources		**33,091,971**	**45,107,050**	**24,322,786**	**14,781,466**
Grand Total:		**3,110,662,540**	**3,304,527,808**	**3,245,665,739**	**3,483,655,148**

Citywide Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	490,763,631	502,198,988	490,407,520	**450,046,344**
500020	Salary Base Pay - Classified	521,290,595	534,492,696	538,311,447	**535,661,746**
500030	Salary Part Time - Civilian	7,195,213	6,322,535	6,245,974	**4,936,453**
500040	Salary Assignment Pay - Classified	6,902,008	6,773,446	6,601,992	**6,543,275**
500050	Sal-Edu/Incen-Classfd	15,304,613	15,580,604	15,609,590	**15,774,161**
500060	Overtime - Civilian	20,132,393	17,266,525	18,905,358	**17,357,324**
500070	Overtime - Classified	45,535,285	41,848,183	40,603,187	**39,516,399**
500090	Premium Pay - Civilian	3,351,310	2,786,293	2,473,028	**2,397,119**
500100	Premium Pay - Classified	(84)	0	0	**0**
500110	Bilingual Pay - Civilian	1,054,840	1,090,375	1,061,246	**927,206**
500120	Bilingual Pay - Classified	2,855,191	2,913,886	2,961,007	**2,982,400**
500130	Equipment Allowance-Classified	10,697,060	10,940,244	10,656,603	**10,649,920**
500150	Shift Differential Pay-Classified	4,566,065	4,738,705	4,545,600	**4,734,125**
500160	Training Incent.-Classified	31,239,289	31,866,017	31,496,687	**31,329,894**
500170	Weekend Prem Pay-Classified	3,867,635	4,194,883	3,804,815	**3,928,694**
500180	Temporary Employees	1,288,837	1,533,325	1,659,977	**823,896**
500190	Temporary Higher Class Pay	2,757,182	2,613,132	2,802,480	**2,664,483**
500200	Residency Incentive Payment	274,549	205,000	205,000	**0**
500210	Pay for Performance-Municipal	906,154	559,351	304,325	**234,284**
501020	Clothing Allowance - Classified	1,259,000	1,286,800	1,316,900	**1,081,251**
501030	Earned Leave - Civilian	36,514	0	0	**0**
501040	Earned Leave - Classified	1,151,132	1,151,050	1,301,902	**1,301,902**
501050	Employee Awards	12,141	12,900	13,450	**45,200**
501060	Moving Expenses	33,355	50,000	18,552	**25,000**
501070	Pension - Civilian	72,927,074	74,168,506	74,729,826	**81,007,376**
501080	Pension - Fire	74,298,831	76,762,442	76,502,522	**61,757,614**
501090	Pension - Police	73,000,004	78,006,459	77,898,815	**65,850,498**
501100	Phase Down Classified	9,307,194	10,982,298	9,631,732	**9,970,976**
501110	Strategic Staffing-Classified	684,412	1,000,000	800,000	**1,000,000**
501120	Termination Pay - Civilian	6,803,756	6,103,091	6,756,147	**11,981,678**
501130	Termination Pay - Classified	11,517,549	12,570,233	12,570,233	**6,913,582**
501140	Third Party Disability B-Classified	3,109,920	3,123,759	3,527,599	**3,364,434**
501150	Trainees for Classified Service - Cadets	4,182,621	3,519,106	3,554,327	**3,084,457**
501160	Vehicle Allowance - Civilian	262,247	283,137	278,480	**261,790**
501170	Vehicle Allowance - Classified	210,766	220,000	228,500	**220,000**
502010	FICA - Civilian	38,963,882	40,590,201	38,827,832	**36,397,734**
502020	FICA - Classified	6,424,739	6,664,602	6,669,321	**6,773,800**
503010	Health Ins-Act Civilian	73,336,144	75,681,350	74,057,177	**76,197,849**
503015	Basic Life Insurance - Active Civilian	285,511	302,150	292,956	**266,956**
503020	Health Ins.Act-Classified	79,092,529	81,440,983	80,948,717	**91,562,874**
503025	Basic Life Insurance - Active Classified	307,419	324,736	322,994	**330,126**
503040	Health/Life Ins.Ret-Classified	28,722,384	25,309,191	25,658,544	**15,529,743**
503050	Health/Life Insurance - Retiree Civilian	39,521,738	28,894,983	25,769,477	**15,271,455**
503060	Long Term Disability-Civilian	939,349	999,734	947,211	**877,464**
503061	Long Term Disability-Classified	250,445	332,537	254,925	**323,114**
503070	Municipal Pension-Other Classified	422,821	422,994	302,365	**422,994**
503080	Workers Compensation-Classified-Admin	1,758,681	2,076,036	2,066,654	**1,887,052**
503090	Workers Compensation-Civilian-Admin	1,256,124	2,638,437	2,631,305	**2,208,472**
503100	Workers Compensation-Civilian-Claim	4,915,289	5,421,117	4,229,877	**4,828,333**
503110	Workers Compensation-Classified-Claim	8,778,991	8,880,796	9,233,777	**9,060,729**
504010	Pension - GASB 27 Pension Accrual	4,417,603	0	0	**0**
504020	Compensation Contingency	(5,626)	671,860	399,662	**854,187**
504025	Personnel Consolidation	632,737	0	0	**0**
504030	Unemployment Claims - Administration	1,135,246	425,324	1,185,149	**7,394,280**

Citywide Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
504040	Res For Police Enhanc.-Classified	1,669,825	100,000	50,000	**100,000**
504060	Health Benefits-Fire	0	650,000	700,000	**700,000**
Total	**Personnel Services**	**1,721,604,113**	**1,738,991,000**	**1,722,332,764**	**1,649,360,643**
511010	Chemical Gases & Special Fluids	21,053,165	32,565,954	31,290,895	**33,986,575**
511015	Cleaning & Sanitary Supplies	2,524,406	2,638,116	2,591,681	**2,401,350**
511020	Construction Materials	13,384,579	13,059,113	14,811,583	**15,277,715**
511025	Electrical Hardware & Parts	4,442,272	4,145,729	4,015,288	**4,389,230**
511030	Mechanical Hardware & Parts	1,749,385	2,021,291	2,073,722	**2,306,490**
511035	Meters Hydrants & Plumbing Supplies	1,927,847	1,615,405	1,628,442	**1,940,346**
511040	Audiovisual Supplies	587,947	668,279	657,549	**807,981**
511045	Computer Supplies	2,443,522	2,479,211	2,406,571	**2,247,640**
511050	Paper & Printing Supplies	1,233,046	1,264,294	1,162,774	**1,050,299**
511055	Publications & Printed Materials	562,431	725,255	762,929	**746,638**
511060	Postage	2,989,273	3,432,007	3,090,749	**3,341,998**
511070	Miscellaneous Office Supplies	2,716,117	2,453,856	2,213,255	**2,235,522**
511075	Library Circulation Supplies	49,864	40,120	40,120	**30,120**
511080	General Laboratory Supplies	806,259	1,046,256	1,049,525	**852,911**
511085	Drugs & Medical Chemicals	1,037,388	1,003,920	964,388	**954,210**
511090	Medical & Surgical Supplies	1,656,028	1,247,859	1,528,269	**1,541,030**
511095	Small Technical & Scientific Equipment	341,108	898,568	790,129	**554,153**
511100	Veterinary & Animal Supplies	461,692	351,291	388,291	**388,791**
511105	Trained Police Animals	21,165	18,000	18,000	**18,000**
511110	Fuel	25,354,217	27,531,994	27,715,199	**33,190,964**
511115	Vehicle Repair & Maintenance Supplies	9,115,864	8,629,254	9,259,347	**1,307,258**
511120	Clothing	3,900,440	5,342,439	4,873,598	**4,700,220**
511125	Food Supplies	321,659	432,108	288,152	**413,605**
511130	Weapons Munitions & Supplies	474,234	1,231,707	1,122,442	**1,040,200**
511135	Recreational Supplies	377,081	330,886	333,600	**301,670**
511140	Landscaping & Gardening Supplies	482,042	575,708	673,200	**567,800**
511145	Small Tools & Minor Equipment	1,991,115	2,289,114	2,418,291	**2,028,799**
511150	Miscellaneous Parts & Supplies	5,009,251	3,964,511	4,246,398	**3,289,411**
511155	Inventory Sales	310,015	285,075	317,417	**289,800**
511160	Protective Gear	261,617	273,152	462,749	**560,140**
511164	Breathing Apparatus Repair Supplies	0	0	0	**290,462**
511165	Fire Fighting Equipment	247,723	499,768	374,578	**342,708**
Total	**Supplies**	**107,832,752**	**123,060,240**	**123,569,131**	**123,394,036**
520100	Temporary Personnel Services	7,733,123	4,210,939	4,228,270	**5,025,962**
520101	Janitorial Services	7,856,130	8,380,536	8,202,063	**3,972,871**
520102	Security Services	13,723,458	13,502,943	13,906,534	**6,313,327**
520103	Subrecipient Contract Services	1,723,595	1,699,193	1,640,394	**731,683**
520104	Claims Payment Services	47	5,000	5,000	**5,000**
520105	Accounting & Auditing Services	3,303,609	3,496,542	3,336,188	**3,384,061**
520106	Architectural Services	128,301	282,481	455,324	**17,500**
520107	Computer Info/Contr	9,559,896	9,551,183	9,800,965	**10,114,727**
520108	Information Resource Services	729,358	785,772	755,542	**699,013**
520109	Medical Dental & Laboratory Services	1,845,401	1,501,338	1,473,265	**1,446,023**
520110	Management Consulting Services	13,134,646	18,330,974	25,876,005	**10,935,610**
520111	Real Estate Services	390,120	678,101	441,025	**350,875**
520112	Banking Services	467,091	1,273,827	995,571	**1,318,400**
520113	Photographic Services	2,759,261	1,907,184	1,901,434	**11,200**
520114	Miscellaneous Support Services	12,944,611	14,516,448	13,918,415	**13,478,151**
520115	Real Estate Lease/Office Rental	8,393,906	8,397,835	8,461,853	**9,284,807**
520116	Parking Services Contract	11,940,630	12,577,946	12,980,468	**13,195,343**

Citywide Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520118	Refuse Disposal	23,848,610	21,973,614	20,933,381	**22,461,638**
520119	Computer Equipment/Software Maintenance	6,537,035	6,076,144	5,385,022	**6,340,548**
520120	Communications Equipment Services	2,261,802	3,248,173	3,077,007	**3,493,671**
520121	IT Application Svcs	2,557,646	2,389,583	2,464,611	**2,503,882**
520122	Office Equipment Services	8,045	86,206	188,452	**87,338**
520123	Vehicle & Motor Equipment Services	23,570,588	22,053,170	23,324,258	**18,137,117**
520124	Other Equipment Services	13,286,143	13,090,557	13,562,642	**15,080,704**
520125	Demolition Services	95,938	0	0	**0**
520126	Construction Site Work Services	5,730,492	4,969,335	3,917,566	**2,431,089**
520127	Structural Construction Work Services	420,948	734,630	1,257,630	**33,700**
520128	Other Construction Work Services	1,339,510	674,957	465,025	**1,212,100**
520129	Sewer Authority Contracts	752,397	779,800	1,066,575	**1,424,400**
520130	Water Authority Contracts	25,290,827	28,166,600	28,206,600	**30,242,700**
520131	Water Authority Contracts Debt Service	23,116,965	21,367,700	21,367,700	**19,130,600**
520132	Contracts/Sponsorships	8,124,906	8,391,232	8,517,646	**6,011,332**
520133	Private Investigative Services	18,823	49,277	35,632	**0**
520136	Billing & Collection Services	2,081,727	2,284,446	2,189,446	**1,812,400**
520137	C&E Parking Contract Svcs	2,375,698	2,196,703	2,205,920	**0**
520138	Zoo Contract	8,316,876	8,485,100	8,485,100	**8,591,552**
520139	Motor Pool Charges	3,414	6,100	6,100	**4,900**
520140	Civic Arts	16,856	0	0	**0**
520141	Engineering Services	609,984	1,571,852	930,772	**1,105,700**
520142	Classified C.S. Arbitration Cost	48,130	99,000	99,000	**99,000**
520143	Credit/Bank Card Services	1,403,299	1,946,258	1,856,602	**2,012,476**
520144	Limited Purpose Annexation Payment	29,124,997	31,500,000	31,500,000	**36,300,000**
520145	Criminal Intelligence Services	668,196	689,580	783,305	**897,629**
520146	Contract Instructor Sports	316,882	298,490	298,486	**285,500**
520150	GT EZ Tag Fees	58,705	57,738	19,500	**0**
520151	Parking EZ Tag Fees	1,004,092	21,262	85,669	**0**
520152	Telemetry Services	2,338,976	2,171,832	2,171,832	**2,171,832**
520153	Protective Gear Cleaning Services	923,006	1,040,000	840,000	**1,020,720**
520157	Computer Software Maintenance Services	1,789,535	6,168,202	6,143,475	**5,205,426**
520158	Computer Equipment Maintenance Services	48,938	563,835	582,926	**675,785**
520159	Non-Sub-Recipient Grant Contract	21,311	276,000	220,000	**172,000**
520160	CIP-Software	0	881,784	881,784	**0**
520162	Baylor College of Medicine Psy Svcs	6,183	105,000	105,000	**0**
520170	Generator Equipment Services	0	0	0	**2,894,400**
520510	Mail/Delivery Services	127,677	637,873	607,575	**1,437,782**
520515	Print Shop Services	396,273	506,915	423,288	**421,980**
520520	Printing & Reproduction Services	582,456	1,052,281	815,643	**692,895**
520605	Advertising Services	14,335,846	15,229,535	15,260,037	**3,250,627**
520705	Insurance Fees	11,410,498	11,310,843	10,667,531	**11,640,887**
520710	State/Federal Inspection Fees	3,850,936	3,934,951	3,934,851	**3,946,640**
520715	Arbitrage Expenses	206,102	2,988,000	3,992,528	**9,500**
520720	Fines	8,010	22,000	22,060	**22,000**
520725	Assessments - Other Governments	6,843,565	3,888,332	3,888,176	**1,627,357**
520730	Tax Appraisal Fees	7,890,117	7,890,117	7,890,117	**7,890,117**
520735	Tax Refunds	998,276	473,729	317,865	**0**
520740	Document Recording/Filing Fees	10,005	35,700	39,562	**35,700**
520745	Third Party Collection Fees	0	100	100	**0**
520750	Elections	2,532,652	1,100,000	1,100,000	**3,000,000**
520755	Contingency	76,474	8,621,499	5,762,051	**3,786,221**
520760	Contributions	10,152,649	10,325,500	10,866,100	**11,773,000**
520765	Membership & Professional Fees	1,571,143	1,612,585	1,560,388	**2,314,580**

Citywide Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
520805	Education & Training	1,927,723	3,404,842	2,485,651	**2,979,863**
520806	Paramedic/EMT Continuing Edu	0	0	0	**90,000**
520807	Initial/Recert EMS Training	0	0	0	**221,980**
520810	Human Relations Training	79,550	50,000	50,000	**45,711**
520815	Tuition Reimbursement	1,046,468	1,001,243	963,105	**1,091,554**
520900	CIP-Capital Equipment Acquisition	23,700	0	0	**0**
520905	Travel - Training Related	980,407	1,150,605	896,497	**1,153,738**
520910	Travel - Non-Training Related	533,020	917,531	832,287	**1,016,319**
521210	Long Term Compensated Absence Expense	1,415	0	0	**0**
521305	Indirect Cost Recovery Payment	10,508,498	11,006,073	10,674,041	**11,292,454**
521310	Small Diff. -GR/IR	0	0	2,600	**0**
521315	Reimbursement for Energy Leakage Testing	17,000	553,070	24,000	**285,300**
521316	Water Conservation Rebate	0	5,000,000	5,000,000	**4,500,000**
521405	Building Maintenance Services	37,094,183	40,852,004	41,731,560	**42,591,681**
521410	Sewer Services	4,230,409	3,542,733	3,768,694	**3,203,441**
521415	Land and Grounds Maintenance	4,845,203	4,164,994	4,907,789	**4,596,387**
521420	Infrastructure Maintenance Service	10,286,617	11,329,870	10,998,437	**14,252,200**
521430	Katrina Support Services	6	0	0	**0**
521435	Water Services	2,108,405	2,226,272	2,097,855	**1,822,511**
521440	Steam/Chilled Water Services	768,442	700,000	700,000	**500,000**
521445	Houston Area Water Council Maintenance	7,959,687	0	0	**0**
521505	Electricity	141,169,434	136,381,167	134,945,706	**127,415,065**
521510	Natural Gas	8,815,545	10,088,846	8,768,747	**8,041,293**
521515	Electricity Fran Fee Exp	1,413,733	1,438,589	1,254,074	**1,231,960**
521605	Data Services	1,556,592	2,701,188	2,648,719	**3,805,768**
521610	Voice Services	13,875,686	13,104,834	12,783,000	**12,738,073**
521615	Radio Communications	118,106	564,500	564,500	**44,600**
521620	Voice Equipment	789,486	826,272	906,958	**409,021**
521625	Voice Labor	482,246	697,495	598,527	**450,636**
521630	GIS Revolving Fund Services	0	2,031,084	2,032,849	**2,065,986**
521705	Vehicle/Equipment Rental/Lease	1,317,380	1,619,897	1,575,153	**1,633,210**
521715	Office Equipment Rental	1,472,471	1,408,625	1,418,550	**1,297,125**
521720	Computer Equipment Rental	23,800	26,000	26,000	**26,000**
521725	Other Rental	1,366,590	1,505,573	1,703,546	**2,507,020**
521730	Parking Space Rental	1,091,445	1,443,087	1,557,510	**1,658,774**
521905	Legal Services	4,765,893	5,905,301	5,109,669	**3,631,411**
521910	Legal Svcs - Crt Report	2,859	1,900	1,900	**26,900**
521915	Legal Svcs - Atty Fee	(30,039)	0	0	**0**
521935	Legal Svcs -Claims	1,000	0	0	**0**
521950	Legal Svcs -Doc Rec	140	0	0	**0**
522205	Metro Commuter Passes	968,685	1,020,998	973,089	**1,014,496**
522305	Freight Charges	66,540	153,950	152,907	**150,236**
522410	Cashier Shortages	454	4,745	620	**500**
522415	Banking Over/Short	0	300	300	**0**
522420	Petty Cash/Change Special Fund	1,564	1,200	5,845	**1,500**
522430	Miscellaneous Other Services & Charges	6,551,037	7,437,825	6,455,110	**7,286,187**
522431	EMS Equipment Maint	0	0	0	**102,470**
522432	Life Safety Equipment Maintenance	0	0	0	**514,388**
522435	Interest Charges Past Due Accounts	1,122	1,243	1,274	**1,000**
522620	Claims & Judgments	8,660,338	8,075,000	8,188,997	**11,137,583**
531160	Issuance Expense Cost-Commercial Paper	221,222	369,203	996,264	**943,795**
Total	**Other Services and Charges**	**622,857,404**	**647,850,421**	**646,503,182**	**601,752,114**
560120	Capital Exp-Building and Bldg Improvement	538,131	313,676	818,061	**850,100**
560210	Furniture Fixtures and Equipment	1,053,107	3,001,462	2,476,716	**3,131,500**

Citywide Expenditure Summary

Commitment Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
560220	Vehicles	9,666,440	6,223,072	6,040,619	**13,343,600**
560230	Computer HW and Developed SW	844,599	1,219,468	907,563	**3,338,300**
560240	Communication Equipment	473,972	1,101,541	943,186	**1,148,180**
560260	Infrastructure	942,224	3,548,051	3,407,311	**5,658,100**
Total	**Equipment**	**13,518,473**	**15,407,270**	**14,593,456**	**27,469,780**
551010	Non-Capital Office Furniture & Equipment	856,353	721,768	728,863	**339,742**
551015	Non-Capital Computer Equipment	2,507,030	3,829,791	3,903,124	**3,616,188**
551020	Non-Capital Communication Equipment	953,581	452,422	731,342	**1,069,949**
551025	Non-Capital Scientific/Medical Equipment	116,771	311,278	311,378	**206,400**
551030	Non-Capital Machinery & Equipment	229,924	378,258	384,128	**483,100**
551035	Non-Capital Library books	6,110,177	5,587,073	5,587,073	**4,686,500**
551040	Non-Capital Other	1,335,137	777,284	650,770	**585,300**
551045	Non-Capital Vehicles/Rolling Stock	20,635	41,894	19,214	**55,700**
Total	**Non-Capital Equipment**	**12,129,608**	**12,099,768**	**12,315,892**	**11,042,879**
521930	Contingency/Reserve	187,846	0	0	**0**
531010	Amortization Expense	1,465	1,466	0	**1,465**
531085	Other Interest	5,006,181	5,309,779	5,266,932	**8,140,459**
531110	Commercial Paper Agent Fees	0	0	0	**1,800,000**
531135	Interfund Transfers	1,000,000	2,040,484	2,091,394	**0**
531140	Transfers for Principal	11,616,667	12,735,833	12,735,833	**14,199,164**
531145	Transfers for Interest	5,513,431	6,058,429	6,177,556	**7,363,052**
531150	Discretionary Debt	813,503	0	0	**11,150,100**
531170	Rev Bonds COI	30,959	300,000	300,000	**300,000**
531175	Allen's Creek & Wallisville Principal	0	106,218	106,218	**109,700**
531180	Allen's Creek & Wallisville Interest	0	882,101	882,101	**1,001,500**
532030	Transfers to Trans Debt Service	615,081	0	0	**0**
532050	Trans to PIB Bonds Debt Service	270,790,986	247,651,439	247,651,439	**242,725,700**
532055	Transfers to Certification of Obligation	12,750,000	9,594,300	8,400,000	**9,850,000**
532080	System Debt Service Transfers	429,237,984	550,310,995	466,630,449	**535,836,955**
Total	**Debt Service and Other Uses**	**737,564,103**	**834,991,044**	**750,241,922**	**832,478,095**
Grand Total Expenditures		**3,215,506,453**	**3,372,399,743**	**3,269,556,347**	**3,245,497,547**

Totals do not include interfund eliminations

REVENUE SUPPORTED DEBT SERVICE
Combined Utility System

Includes Existing Previous Lien and First Lien Bonds as of April 30,2011

Fiscal Year	Principal	Interest	Total
2012	68,274,727	287,886,068	356,160,795
2013	80,268,354	288,487,367	368,755,721
2014	131,055,000	244,967,303	376,022,303
2015	141,205,000	238,299,951	379,504,951
2016	150,005,000	231,367,850	381,372,850
2017	157,585,000	223,674,917	381,259,917
2018	165,355,000	215,918,904	381,273,904
2019	173,550,000	207,980,181	381,530,181
2020	162,949,984	218,599,333	381,549,317
2021	173,770,853	210,944,389	384,715,242
2022	186,357,094	198,225,780	384,582,874
2023	193,528,536	191,041,282	384,569,819
2024	201,191,264	183,269,331	384,460,595
2025	211,448,525	173,031,111	384,479,636
2026	221,164,875	163,028,931	384,193,806
2027	221,152,293	161,883,145	383,035,438
2028	230,919,307	151,026,902	381,946,209
2029	231,575,964	149,524,172	381,100,136
2030	277,895,000	102,627,869	380,522,869
2031	290,275,000	89,050,036	379,325,036
2032	304,250,000	74,773,941	379,023,941
2033	317,040,000	59,845,232	376,885,232
2034	331,705,000	44,391,064	376,096,064
2035	156,440,000	27,906,148	184,346,148
2036	164,855,000	19,497,959	184,352,959
2037	150,390,000	11,201,686	161,591,686
2038	70,290,000	5,418,619	75,708,619
2039	68,165,000	1,818,581	69,983,581
2040	715,000	10,725	725,725
	5,233,376,775	**4,175,698,779**	**9,409,075,554**

Notes:

Series 2004-B interest estimated at 4.25%.

Series 2010-B interest at 5.55%.

Series 2008 D1 and D3 interest estimated at 3.00% until conversion; 5.50% upon conversion.

Series 2004-C1,C2A, & C2B interest at 5.00% until 5/15/2011; 5.50% thereafter.

Debt Service excludes variable rate fees.

REVENUE SUPPORTED DEBT SERVICE
Combined Utility System

Bonds Payable From Gross System Revenue as of May 6, 2011

Fiscal Year	Principal	Interest	Total
2012	13,340,000	7,073,825	20,413,825
2013	13,420,000	6,242,905	19,662,905
2014	13,420,000	5,455,214	18,875,214
2015	13,410,000	4,653,946	18,063,946
2016	14,025,000	3,826,148	17,851,148
2017	4,060,000	3,312,240	7,372,240
2018	3,420,000	3,151,513	6,571,513
2019	3,550,000	3,004,975	6,554,975
2020	3,710,000	2,842,700	6,552,700
2021	3,905,000	2,662,025	6,567,025
2022	4,070,000	2,477,850	6,547,850
2023	4,240,000	2,285,300	6,525,300
2024	4,450,000	2,068,050	6,518,050
2025	4,670,000	1,840,050	6,510,050
2026	9,465,000	1,486,675	10,951,675
2027	2,360,000	1,191,050	3,551,050
2028	2,480,000	1,070,050	3,550,050
2029	2,605,000	942,925	3,547,925
2030	2,735,000	812,844	3,547,844
2031	2,865,000	679,844	3,544,844
2032	3,000,000	540,550	3,540,550
2033	3,140,000	394,725	3,534,725
2034	3,290,000	242,013	3,532,013
2035	3,450,000	81,938	3,531,938
	139,080,000	**58,339,353**	**197,419,353**

REVENUE SUPPORTED DEBT SERVICE
Convention and Entertainment Facilities

Hotel Occupancy Tax and Special Revenue Bonds as of April 30, 2011

Fiscal Year	Principal	Interest	Total
2012	24,835,000	16,985,591	41,820,591
2013	27,830,000	15,531,312	43,361,312
2014	29,560,000	13,947,556	43,507,556
2015	31,165,000	12,263,663	43,428,663
2016	20,998,712	14,329,760	35,328,472
2017	16,900,930	20,082,977	36,983,906
2018	17,760,376	19,884,605	37,644,981
2019	18,114,207	19,474,397	37,588,603
2020	19,791,952	19,301,111	39,093,063
2021	20,458,250	18,754,044	39,212,294
2022	18,212,154	22,620,862	40,833,016
2023	18,065,674	23,039,258	41,104,932
2024	18,927,310	23,638,866	42,566,176
2025	18,942,980	24,048,919	42,991,899
2026	19,802,381	24,610,110	44,412,491
2027	20,250,836	25,015,428	45,266,264
2028	20,460,221	25,395,616	45,855,837
2029	21,344,265	25,893,191	47,237,456
2030	21,739,774	26,223,014	47,962,788
2031	22,550,392	26,617,949	49,168,341
2032	23,069,127	26,730,689	49,799,816
2033	23,779,936	26,326,577	50,106,513
2034	24,065,119	25,846,429	49,911,548
	498,624,594	**496,561,925**	**995,186,518**

Notes:

Includes $150 million of Series 2001C variable rate bonds, budgeted at 3.50%.

The C&E Department receives an annual payment from the Hotel Corporation in an amount equal at least to $25 million to cover it's pro-rata share of debt service on the bonds

Houston Airport System

Existing debt as of April 30, 2011

Fiscal Year	Principal	Interest	Total
2012	58,045,000	127,140,301	185,185,301
2013	60,780,000	124,457,250	185,237,250
2014	64,730,000	120,495,860	185,225,860
2015	76,735,000	117,761,745	194,496,745
2016	81,235,000	113,258,322	194,493,322
2017	85,160,000	109,299,672	194,459,672
2018	83,260,000	104,366,548	187,626,548
2019	87,545,000	100,014,506	187,559,506
2020	91,780,000	95,780,627	187,560,627
2021	97,220,000	90,765,605	187,985,605
2022	101,830,000	85,874,388	187,704,388
2023	108,045,000	80,086,295	188,131,295
2024	113,210,000	74,931,409	188,141,409
2025	118,430,000	68,730,239	187,160,239
2026	124,655,000	62,650,963	187,305,963
2027	130,615,000	56,410,437	187,025,437
2028	137,160,000	49,566,362	186,726,362
2029	141,735,000	42,585,884	184,320,884
2030	149,140,000	35,114,934	184,254,934
2031	161,410,000	27,476,742	188,886,742
2032	169,735,000	19,129,096	188,864,096
2033	22,750,000	10,344,125	33,094,125
2034	24,000,000	9,092,875	33,092,875
2035	25,320,000	7,772,875	33,092,875
2036	26,715,000	6,380,275	33,095,275
2037	28,185,000	4,910,950	33,095,950
2038	29,735,000	3,360,775	33,095,775
2039	31,370,000	1,725,350	33,095,350
	2,430,530,000	**1,749,484,410**	**4,180,014,410**

Notes:
Series 2002P-1 and P-2 at 5.85%.
Series 2002C, D-1 and D-2 bonds at 5.30%.
Series 2010 bonds at 5.25%.
Not reduced for capitalized interest funded from Series 2009 bond proceeds.
Includes inferior lien lease obligation.
7/15 Lease Payments assumed paid in prior fiscal year, since funds must be accrued in prior fiscal year.

NON-MAJOR SPECIAL REVENUE FUNDS

Description

Non-Major Special Revenue Funds are multi-year funds, which operate year-to-year under separate ordinances. The funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for its stated purposes.

Fund Summary

Fund Name : **Community Health & Assessment**
Business Area Name : **Health and Human Services**
Fund No./Bus. Area No. : **2020 / 3800**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	296,753	296,753	**296,753**
Revenues	0	0	**0**
Expenditures	0	0	**0**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	296,753	296,753	**296,753**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	296,753	296,753	**296,753**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The Community Health and Assessment Special Revenue Fund was established to adresss the Department's priority of preventing the spread of communicable diseases and optimizing well being through Human Services. This fund was utilized during Hurricane Ike and was established to function similar to a trust fund, therefore it has no current revenue and expenditures.

Fund Summary

Fund Name : Contractor Responsibility Health Benefit
Business Area Name : Office of Business Opportunity
Fund No./Bus. Area No. : 2424 / 5100

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	1,345,364	1,345,364	**2,024,348**
Revenues	678,984	678,984	**900,000**
Expenditures	0	0	**700,000**
Revenues Over/(Under) Expenditures	678,984	678,984	**200,000**
Ending Fund Balance	2,024,348	2,024,348	**2,224,348**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	2,024,348	2,024,348	**2,224,348**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The mission of the Office of Business Opportunity, formerly Affirmative Action and Contract Compliance Division's Pay or Play Program is to foster health care for the citizens of Houston/Harris County, level the playing field for City of Houston contractors and defray the cost of health care provided to certain uninsured persons.

Pay or Play program (POP) was created in 2007 and established with ordinance 2007-534 and Executive Order 1-7. The purpose of the program is to require certain contractors to offer certain employees a minimal level of health benefits. Pursuant to Section 4.03 of the E.O. 1-7 the contractors who do not provide health benefits to their employees will contribute $1 for each hour of work performed by covered employees on City jobs. Per Executive Order 1-7, the monies collected from the POP are contributed to offset the costs of providing health care to uninsured residents in the Houston/Harris county area.

Fund Summary

Fund Name : Fire Training Services Fund
Business Area Name : Fire Department
Fund No./Bus. Area No. : 2210 / 1200

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	173,628	173,628	**188,628**
Revenues	28,764	65,000	**55,000**
Expenditures	35,702	50,000	**80,000**
Revenues Over/(Under) Expenditures	(6,938)	15,000	**(25,000)**
Ending Fund Balance	166,690	188,628	**163,628**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	166,690	188,628	**163,628**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2011 Budget, the FY2011 Estimate and the FY2012 Budget for the Fire Department Training Services Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Fire Department Training Services Fund receives all funds generated by the Houston Fire Department from fees charged to non-City of Houston entities for training in various fire protection disciplines including rescue and hazardous materials. Funded expenditures will include safety/training equipment purchases as well as upgrades to props and software at the Val Jahnke Training Facility.

Fund Summary

Fund Name	:	**Health Special Revenue Fund**
Business Area Name	:	**Health and Human Services**
Fund No./Bus. Area No.	:	**2002 / 3800**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	2,432,951	2,432,951	**1,842,051**
Revenues	1,124,802	632,600	**1,140,100**
Expenditures	1,534,500	1,223,500	**1,044,600**
Revenues Over/(Under) Expenditures	(409,698)	(590,900)	**95,500**
Ending Fund Balance	2,023,253	1,842,051	**1,937,551**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	2,023,253	1,842,051	**1,937,551**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The Health Special Revenue Fund contains several revenue generating activities that are supported by ordinances, including the following:

1. Consumer Foods Technology Fee - Sec. 20 - 38
The Health Special Revenue Fund is the revenue stream that includes the $10/permit technology fee and the $200/mobile unit surveillance monitoring fees established in 2007. These fees are dedicated to the purchase and maintenance of technology used by inspection staff, i.e., tablet computers, mobile printers and communication hardware. These fees also provide funding for maintenance of the application software used by field and office staff. The $200 mobile unit surveillance fee supports the application software and hardware that tracks the frequency of visits of mobile food units to any of the 14 approved servicing commissaries in the City.

2. Ambulance Permit Fee-Sec. 4 - 19 - Disposition of certain fees
All fees collected under sections 4-3 and 4-16 of this Code shall be allocated to the Health and Human Services department to fund the inspection of ambulances and permitting of ambulance operators as required by this chapter.

3. Vital Statistics-Sec. 21-225 - Certified copies of records, searches, amendments
(a) Upon receipt of a completed application form and the applicable fee prescribed by law, the registrar of births, deaths and stillbirths shall provide certified copies of birth certificates (conventional or wallet size), death certificates and fetal death certificates. The fee for the foregoing certificates shall be an amount equal to that imposed by the Texas Department of Health for the provision of the same certificate or the amount authorized by subsection (g) of section 191.0045 of the Texas Health and Safety Code, whichever is greater.

The certificates requested pursuant to this subsection shall be processed and issued in order of the receipt of completed applications in the office of the registrar unless the applicant requests expedited processing and pays an additional fee of $15.00 to defray the added costs associated with the special handling of the application. The aforesaid expedited processing fee shall be payable for each separate request for document copies submitted on an expedited basis, regardless of the number of different documents or the number of copies specified in the request.

Fund Summary

Fund Name : Housing Special Revenue Fund
Business Area Name : Housing & Community Development
Fund No./Bus. Area No. : 2000 / 3200

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	530,975	530,975	**301,352**
Revenues	0	0	**0**
Expenditures	229,623	229,623	**301,352**
Revenues Over/(Under) Expenditures	(229,623)	(229,623)	**(301,352)**
Ending Fund Balance	301,352	301,352	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	301,352	301,352	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The Housing and Community Development Special Revenue Fund originated as a result of proceeds from the sale of City owned multifamily properties under what was previously known as the Resolution Trust Corporation. The Housing and Community Development uses these funds to support emergent housing needs and promote affordable housing initiatives.

The above summarizes the FY2011 Budget, FY2011 Estimate and the FY2012 Budget for the Housing and Community Development Special Revenue Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

Fund Summary

Fund Name : Laboratory Operations & Maintenance
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2008 / 3800

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	226,645	226,645	**226,645**
Revenues	272,029	420,100	**600,000**
Expenditures	0	420,100	**600,000**
Revenues Over/(Under) Expenditures	272,029	0	**0**
Ending Fund Balance	498,674	226,645	**226,645**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	498,674	226,645	**226,645**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The Laboratory Operations & Maintenance Fund pertains to Ordinance Amending Chapter 21 of the Code of Ordinances. The Houston Department of Health and Human Services (HDHHS) requested City Council approval of an ordinance amending Chapter 21 of the Code relating to laboratory fees. By this amendment, HDHHS set up a new fund solely designated for laboratory operations and maintenenace for the retention of all revenue from laboratory fees.

Fund Summary

Fund Name : **Library Special Revenue**
Business Area Name : **Library**
Fund No./Bus. Area No. : **2500 / 3400**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	149,266	149,266	**138,921**
Revenues	0	0	**0**
Expenditures	10,345	10,345	**0**
Revenues Over/(Under) Expenditures	(10,345)	(10,345)	**0**
Ending Fund Balance	138,921	138,921	**138,921**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	138,921	138,921	**138,921**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

This fund is known as the "Slaughter Fund." The Houston Public Library is the recipient of Henry Lee Slaughter, Jr. trust fund. The fund was received and deposited by the City in FY2007. This fund is utilized by the Library for purchase of materials and to implement programs for children and teenagers, Literacy Programs and the Houston Oral History Project.

Fund Summary

Fund Name : REEP Program
Business Area Name : General Services
Fund No./Bus. Area No. : 2007 / 2500

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	520,132	520,132	**520,132**
Revenues	417,728	525,000	**450,000**
Expenditures	525,000	525,000	**450,000**
Revenues Over/(Under) Expenditures	(107,272)	0	**0**
Ending Fund Balance	412,860	520,132	**520,132**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	412,860	520,132	**520,132**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The City of Houston has embarked on a Residential Energy Efficiency Program (REEP) effective March 26, 2008, to assist low-income residents in lowering their energy consumption and utility bills by installing energy efficiency improvements in their homes.

CenterPoint Energy has engaged the services of Frontier Associates, LLC to administer its Agencies in Action (AIA) Program. The AIA Program provides energy efficiency measures for homeowners who are at or below 125% of the federal poverty line. CenterPoint has approved the City of Houston as an agency to participate in the Program and has currently allocated $1 million to fund weatherization services for citizens in this category. Under the AIA Program, Frontier Associates, LLC will reimburse the City up to $4,000 per home in accordance with the AIA Program guidelines.

Fund Summary

Fund Name : Special Waste
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2423 / 3800

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	1,306,779	1,306,779	**1,839,937**
Revenues	0	1,642,658	**1,985,286**
Expenditures	2,190,714	1,109,500	**2,789,830**
Revenues Over/(Under) Expenditures	(2,190,714)	533,158	**(804,544)**
Ending Fund Balance	(883,935)	1,839,937	**1,035,393**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	1,839,937	**1,035,393**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	(883,935)	0	**0**

The Health and Human Service Special Waste Fund pertains to Ordinance Sec. 47-423 - Fees; issuance of permit or registration certificate.

The Fats, Oil, and Grease (FOG) section is responsible for the permitting of all special waste generators, transporters, and biological pretreaters in the City of Houston. The mentioned entities are regulated by Environmental Investigators who are charged with the responsibility of conducting routine inspections, and providing technical knowledge for complaint investigations. Investigators conduct routine inspections to assure that generators are complying with the cleaning requirements and other regulations mandated by the FOG ordinance. Special Waste transporters and biological pretreaters are monitored to assure that waste loads from generators are treated and dispose of properly. The goal of the FOG program is to prevent the infiltration of fats, oils, and grease into the sanitary sewer, and to assure that the City's infrastructure and the health of the citizens are protected. The FOG program is responsible for conducting over 15,000 inspections annually on commercial establishments that includes restaurants, carwashes, laundry mats, and dry cleaners.

Revenue from permitting and collaboration with Public Works is based on inspections and investigations conducted. The revenue is used for numerous reasons to support and provide resources useful to the program, such as personnel cost. Field investigators are supplied with tools such as laptops and network equipment to input daily field activities. In addition, sampling equipment and other supplies are necessary to conduct proper and efficient field investigations. Print shop cost are also pertinent for supplying stakeholders with manifest that are purchased by the section and sold to the stakeholders on a as needed basis to document the collection, transportation, and disposal of City-regulated waste.

Fund Summary

Fund Name : Summer Youth Program
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2006 / 3800

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	55,413	55,413	**0**
Revenues	0	0	**0**
Expenditures	55,413	55,413	**0**
Revenues Over/(Under) Expenditures	(55,413)	(55,413)	**0**
Ending Fund Balance	0	0	**0**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	0	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

This fund was setup through the Finance Department to provide a one time funding source for The Summer Youth Program, which employed youth during the summer. The funding was exhausted in FY2011.

BUDGET SUMMARY BY FUND
($Thousands)

	General Fund	Airport System *	Child Safety	Conven. & Entertain. Facilities *	Houston Emergency Center
Beginning Fund Balance - Unassigned	102,646	0	0	45,183	0
Revenues and Other Sources	1,827,995	431,071	3,082	73,733	23,592
Total Available Resources	1,930,641	431,071	3,082	118,916	23,592
Maintenance & Operating Expenditures/Expenses					
Personnel Services	1,237,222	100,735	0	666	19,741
Supplies	39,141	7,603	3	0	346
Other Services and Charges	283,089	146,014	3,079	743	3,505
Equipment	0	0	0	0	0
Non-Capital Equipment	4,827	1,855	0	0	0
Total Maintenance & Operating Expenditures/Expense	1,564,279	256,207	3,082	1,409	23,592
Debt Services & Other Uses	263,719	174,864	0	97,629	0
Total Expenditures/Expenses & Other Uses	1,827,998	431,071	3,082	99,038	23,592
Fund Balance - Unassigned	102,643	0	0	19,878	0
Total Budget	1,930,641	431,071	3,082	118,916	23,592
Ending Fund Balance - Unassigned	102,643	0	0	19,878	0

* Denotes Beginning Operating Fund Balance

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

BUDGET SUMMARY BY FUND
($Thousands)

	Municipal Building Security	Municipal Technology Fee	Police Asset Forfeit.	Police Auto Dealers	Police Special Services
Beginning Fund Balance - Unassigned	88	428	1,293	1,545	4,587
Revenues and Other Sources	950	1,444	5,907	6,471	25,324
Total Available Resources	1,038	1,872	7,200	8,016	29,911
Maintenance & Operating Expenditures/Expenses					
Personnel Services	1,036	0	2,618	2,858	23,337
Supplies	0	0	2,068	218	2,812
Other Services and Charges	2	1,272	2,219	1,232	2,475
Equipment	0	0	100	856	0
Non-Capital Equipment	0	0	195	0	100
Total Maintenance & Operating Expenditures/Expense	1,038	1,272	7,200	5,164	28,724
Debt Services & Other Uses	0	350	0	2,190	0
Total Expenditures/Expenses & Other Uses	1,038	1,622	7,200	7,354	28,724
Fund Balance - Unassigned	0	250	0	662	1,187
Total Budget	1,038	1,872	7,200	8,016	29,911
Ending Fund Balance - Unassigned	0	250	0	662	1,187

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

BUDGET SUMMARY BY FUND
($Thousands)

	Police Suppl. Environ.	Digital Automated Red Light	Mobility Response Team	PW&E Storm Water	PW&E Building Inspection
Beginning Fund Balance - Unassigned	200	1	4,350	17,112	4,726
Revenues and Other Sources	150	449	145	50,151	46,516
Total Available Resources	350	450	4,495	67,263	51,242
Maintenance & Operating Expenditures/Expenses					
Personnel Services	0	0	2,308	20,341	37,544
Supplies	22	1	113	2,445	726
Other Services and Charges	85	218	445	12,499	7,504
Equipment	149	0	0	2,946	0
Non-Capital Equipment	16	0	0	138	94
Total Maintenance & Operating Expenditures/Expense	272	219	2,866	38,369	45,868
Debt Services & Other Uses	0	0	0	28,894	4,071
Total Expenditures/Expenses & Other Uses	272	219	2,866	67,263	49,939
Ending Fund Balance - Unassigned	78	231	1,629	0	1,303
Total Budget	350	450	4,495	67,263	51,242
Ending Fund Balance - Unassigned	78	231	1,629	0	1,303

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

BUDGET SUMMARY BY FUND
($Thousands)

	Digital Houston	Juvenile Case Manager Fee	Parks Special	Parking Management	PW&E Water & Sewer *
Beginning Fund Balance - Unassigned	1,612	1,418	2,912	46	397,557
Revenues and Other Sources	140	870	7,782	19,941	904,244
Total Available Resources	1,752	2,288	10,694	19,987	1,301,801
Maintenance & Operating Expenditures/Expenses					
Personnel Services	197	839	4,464	3,797	152,873
Supplies	5	0	1,467	573	50,837
Other Services and Charges	595	29	1,602	3,961	212,830
Equipment	208	0	249	0	20,583
Non-Capital Equipment	252	0	0	26	3,389
Total Maintenance & Operating Expenditures/Expense	1,257	868	7,782	8,357	440,512
Debt Services & Other Uses	0	0	0	10,630	501,774
Total Expenditures/Expenses & Other Uses	1,257	868	7,782	18,987	942,286
Fund Balance - Unassigned	495	1,420	2,912	1,000	359,515
Total Budget	1,752	2,288	10,694	19,987	1,301,801
Ending Fund Balance - Unassigned	495	1,420	2,912	1,000	359,515

* Denotes Beginning Operating Fund Balance

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

BUDGET SUMMARY BY FUND
($Thousands)

	Swimming Pool Safety	Dedicated Drainage & Street	Recycling Expansion Program	BARC Special Revenue
Beginning Fund Balance - Unassigned	0	0	1,744	936
Revenues and Other Sources	925	235,955	1,195	7,202
Total Available Resources	925	235,955	2,939	8,138
Maintenance & Operating Expenditures/Expenses				
Personnel Services	820	29,746	287	6,146
Supplies	41	14,095	6	709
Other Services and Charges	63	12,959	588	1,281
Equipment	0	2,040	0	0
Non-Capital Equipment	0	30	0	2
Total Maintenance & Operating Expenditures/Expense	924	58,870	881	8,138
Debt Services & Other Uses	0	117,598	467	0
Total Expenditures/Expenses & Other Uses	924	176,468	1,348	8,138
Fund Balance - Unassigned	1	59,487	1,591	0
Total Budget	925	235,955	2,939	8,138
Ending Fund Balance - Unassigned	1	59,487	1,591	0

Total Expenditure/Expenses do not include transfers of debt and interfund transfers.
Totals do not include interfund eliminations and may reflect slight variances due to rounding.

BUDGET SUMMARY BY FUND
($Thousands)

	Fleet and Equipment Acquisition	Planning Historic Preserv.	Houston TranStar Center	Cable TV	Total Gen. Fund Enterprise & Special
Beginning Fund Balance - Unassigned	1,262	829	957	1,863	593,295
Revenues and Other Sources	50	20	2,031	3,694	3,681,029
Total Available Resources	1,312	849	2,988	5,557	4,274,324
Maintenance & Operating Expenditures/Expenses					
Personnel Services	0	0	753	927	1,649,255
Supplies	0	0	114	31	123,376
Other Services and Charges	0	810	1,374	2,222	702,695
Equipment	0	0	37	302	27,470
Non-Capital Equipment	0	0	31	90	11,045
Total Maintenance & Operating Expenditures/Expense	0	810	2,309	3,572	2,513,841
Debt Services & Other Uses	0	0	0	0	1,202,186
Total Expenditures/Expenses & Other Uses	0	810	2,309	3,572	3,716,027
Fund Balance - Unassigned	1,312	39	679	1,985	558,297
Total Budget	1,312	849	2,988	5,557	4,274,324
Ending Fund Balance - Unassigned	1,312	39	679	1,985	558,297

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

SUMMARY OF FY2012 CITY COUNCIL ACTIONS

ORDINANCE NUMBER	DATE ADOPTED	SUMMARY
ORD. #2011-0483	June 15, 2011	Adoption of Interim Spending Plan Appropriation Ordinance for the Fiscal Year beginning July 1, 2011.
ORD. #2011-0547	June 22, 2011	Ordinance approving Annual Budget for Fiscal Year 2012 (July 1, 2011-June 30, 2012).
Motion #2011-0486	June 22, 2011	City Council requires adequate input and information to address both the short term and long term financial needs of the City. Within 60 days, the administration shall appoint, with Council approval, a Long-Range Financial Management Task Force consisting of at least two Council Members, a representative of the Administration, a representative from each of the City's three Labor Unions, a representative from each of the City's three Pension Systems and five members of the community representing businesses and residents comprised of financial and actuarial experts, business interests and community leaders. The Controller shall also be represented on the Task Force; however his representative shall neither be appointed by the Mayor nor confirmed by City Council. The Task Force will review the City's long-term financial situation and develop recommendations for a long-term plan of action for Council discussion and adoption. The Task Force will address long-range plans to include the City's unfunded liabilities, pension plans, benefit management, long-term indebtedness, and all other City financial obligations. The task force shall present its final report to the Mayor followed by a meeting of a Committee of the Whole no later than January 31, 2012. The final report will include a recommendation on whether continued existence of the group, in its current or altered form, would be beneficial. The Task Force shall maintain as privileged and confidential any work product or draft document used to compose its final report. The task force shall be advisory only.
Motion #2011-0487	June 22, 2011	Reduce number of total FTEs in Project Cost Recovery Fund (1001) to 330. This is to be on line with FY2010 and FY2011 actuals and to adjust for 10 FTEs being transferred from other funds.

SUMMARY OF FY2012 CITY COUNCIL ACTIONS

ORDINANCE NUMBER	DATE ADOPTED	SUMMARY
Motion #2011-0488	June 22, 2011	Within 60 days, the Houston Parks and Recreation Department shall make recommendations to: 1) create partnerships with residents, community groups, management districts, and other affected parties for the management and operations of the City's community centers; 2) enhance revenue generating opportunities for the City's community centers; 3) implement best practices based on operational and programmatic models utilized by other cities and counties for their community centers; and 4) increase flexibility to adjust community center operations and programs to meet the needs of the community.
Motion #2011-0490	June 22, 2011	Within 180 days the administration shall create a "Fast Track" service for permits, plan review, and other City services. These special "Fast Track" services shall be available for an increased fee which covers all costs associated with the faster service, including additional equipment, personnel, additional training, implementation of best practices and new technology.
Motion #2011-0491	June 22, 2011	Respectfully request that the Administration review and consider the cost to outsource or financially collaborate with other governmental entities (i.e., the county) the duties of the City of Houston jails from the FY'12 Houston Police Department budget or any identified budget surplus. Respectfully request that the Administration review and consider the cost to outsource or financially collaborate with other governmental entities (i.e., the county) the duties of the Houston Police Department's (HPD) crime labs (drugs, evidence receiving, firearms, toxicology and serology/DNA) from the FY'12 HPD budget or any identified budget surplus.
Motion #2011-0498	June 22, 2011	Within 60 days the administration shall present to Council the ordinance necessary to create the Department of Neighborhoods which will then present its budget, operational summary, organizational chart and employee responsibility, to the Neighborhood Protection and Quality of Life Committee.

SUMMARY OF FY2012 CITY COUNCIL ACTIONS

ORDINANCE NUMBER	DATE ADOPTED	SUMMARY
Motion #2011-0499	June 22, 2011	HPD will develop a written policy within 90 days on how Neighborhood Police Storefronts will be staffed in the absence of the HPD and the Public Safety Officers. All listed times of closures for each storefront will be listed on the HPD website and sent to Members of City Council 90 days of the passing of the 2012 FY Budget.
Motion #2011-0503	June 22, 2011	Within 60 days that Administration shall present to City Council Amendments to the appropriate sections of the Code of Ordinances to increase the annual Game Room permit fee to ensure full cost recovery. Cost analysis demonstrates that the City of Houston incurs an administrative and enforcement cost which should be recovered. The changes will be presented to the appropriate Council Committee.
Motion #2011-0504	June 22, 2011	Within 90 days the appropriate City Departments will establish ordinance/polices for the use of parking lifts. The ordinances should include lift standards, installation and permit fees.
Motion #2011-0513	June 22, 2011	Maintain funding for Bay Area Houston Economic Partnership at $100,000 for FY2012.
Motion #2011-0517	June 22, 2011	Add one FTE to Finance Department for the sole purpose of sales tax audit compliance.
Motion #2011-0518	June 22, 2011	Review take-home vehicle policy for all non-public safety personnel, and if there have been no after-hours call out within the last 30 days (or pick some other arbitrary period of time) evaluate the need for that employee to continue to take a vehicle home. Consider a vehicle allowance, or reimbursement policy, for any legitimate city business for after hours use as an alternative policy.
Motion #2011-0520	June 22, 2011	Conduct a thorough inspection, report, recommended repairs, and timeline for all Houston Fire Stations. This is to be accomplished within 6 months of adoption of the 2012 Fiscal Year Budget.

Mayor's Office

To the Honorable City Council of the City of Houston:

In accordance with the provisions of Article VII, Section 7 of the Charter of the City of Houston, I submit and introduce to you the Ordinance set out below with the request that it be passed finally on the date of its introduction. There exists a public emergency requiring such action and I accordingly request that you pass the same if it meets with your approval.

Date: June 22 **, 2011**

Annise D. Parker

Mayor of the City of Houston

City of Houston, Texas Ordinance No. 2011-547

AN ORDINANCE RELATED TO THE FISCAL AFFAIRS OF THE CITY; APPROVING THE ANNUAL BUDGETS OF THE CITY OF HOUSTON, TEXAS, FOR FISCAL YEAR 2012 INCLUDING PROVIDING FOR FUTURE ADJUSTMENT TO CERTAIN FUND BALANCES; MAKING VARIOUS AMENDMENTS TO THE PROPOSED BUDGETS; AUTHORIZING VARIOUS OTHER TRANSFERS; ESTABLISHING A COST FOR COPIES OF THE BUDGET; APPROVING THE CREATION OF THE PARKS GOLF SPECIAL FUND AND AUTHORIZING A TRANSFER THEREFOR; AMENDING SECTION 32-7 OF THE CODE OF ORDINANCES, HOUSTON, TEXAS; AMENDING THE HOUSTON BUILDING CODE AND/OR HOUSTON FIRE CODE TO ESTABLISH OR INCREASE CERTAIN FEES; MAKING OTHER PROVISIONS RELATED TO THE SUBJECT; MAKING CERTAIN FINDINGS RELATED THERETO; PROVIDING A REPEALING CLAUSE; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

* * * *

WHEREAS, on May 19, 2011, the Mayor of the City of Houston, Texas, filed with the City Secretary a proposed budget of the expenditures of the City of Houston General, Enterprise and Special Revenue Funds for the Fiscal Year beginning July 1, 2011, and ending June 30, 2012, (the "Proposed Budget"); and

WHEREAS, pursuant to a resolution of the City Council of the City of Houston, and after notice was provided as required by law, a public hearing on the Proposed Budget was held in the Council Chamber in the City Hall on Tuesday, June 14, 2011, at which hearing all residents and all taxpayers, had the right to be present and to be heard, and those who requested to be heard were heard; and

WHEREAS, the City Council has considered the Proposed Budget and has made those changes to the Proposed Budget that in the City Council's judgment are warranted by law and demanded by the best interest of the taxpayers of the City; and

WHEREAS, the City Council desires to approve and adopt the final Budget as set out herein; **NOW, THEREFORE,**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HOUSTON, TEXAS:

Section 1. That the findings contained in the preamble of this Ordinance are determined to be true and correct and are adopted as a part of this Ordinance.

Section 2. That in accordance with the City Charter and Sections 102.001 through 102.011, Tex. Loc. Gov't Code (Vernon's), the City Council hereby approves and adopts the Proposed Budget as amended herein as the Fiscal Year 2012 City of Houston, Texas, Budget, the same being contained in the budget document on file with the City Secretary in a volume entitled "Proposed Budget For Fiscal Year 2012," as amended and supplemented herein, but specifically not including as part of the Budget, the Overview, the description of the General Fund other than the Fund Summary, data relative to any Fiscal Years prior to 2012, the General Obligation Debt Service Fund, the Internal Service and Service Chargeback Fund budgets, and the Appendices or information concerning Full-Time Equivalents, all of which is provided for background, accounting convenience and reference purposes only (the "Budget"). The City Secretary is hereby directed to attach to the Budget a copy of this ordinance, any motions amending the Proposed Budget and an endorsement reading "The Official Budget of the City of Houston, for the General, Enterprise and Special Revenue Funds for the Fiscal Year Beginning July 1, 2011 and ending June 30, 2012" and to keep the Budget on file in her office as a public record. In addition, in accordance with Section 102.009(d), Tex. Loc. Gov't Code (Vernon's), the City Secretary is hereby directed to file a true copy of the approved Budget in the offices of the county clerks of the counties in which the City is located.

Section 3. That the City Council hereby incorporates into the final approved Budget the revisions to the Proposed Budget contained in Exhibit A, attached hereto and incorporated herein for all purposes. Further, this ordinance is amended by the Motions or Amendments approved by City Council, if any, which shall be attached as Exhibit B and become a part of this ordinance for all purposes. Any non-substantive changes necessitated by adoption of these amendments, such as changed page numbers, are also approved.

Section 4. That the Beginning Fund Balance reflected in the Budget for each fund for which a budget is adopted hereby automatically shall be adjusted to be the amount of the Ending Fund Balance for Fiscal Year 2011 included in the final Comprehensive Annual

Financial Report for Fiscal Year 2011 for each respective fund, when released. The revised Beginning Fund Balance shall thereafter be used to calculate the Fiscal Year 2012 Ending Fund Balance for each such fund, which also shall be adjusted automatically. No adjustment to the expenditure budgets is authorized by this Section.

Section 5. That the City Council hereby authorizes for each City Department the positions listed for that Department on the Personnel Summary included in the budget for that Department, including as applicable positions authorized in connection with Internal Service and Service Chargeback Funds over which the Department has control. In addition, the City Council previously has authorized classified positions subject to Chapter 143, Tex. Loc. Gov't Code, through individual personnel ordinances, which shall continue to regulate those positions. The City Council further authorizes the currently existing grant funded positions. In the future, additional grant funded positions will be authorized by acceptance or modification of a grant whether by City Council or administratively. The City Council takes cognizance of the fact that in order to facilitate the operations of the various City departments the numbers and types of positions needed to carry out the functions of the departments may vary through the year. Accordingly, the Mayor is hereby authorized to alter the numbers and types of positions authorized herein (classified positions subject to Chapter 143, Tex. Loc. Gov't Code not being authorized herein, but by separate personnel ordinances) in order to accomplish the program goals of each department; provided, however, that in so doing, all such positions must have been established by City Council in the Master Classification Ordinance and the total departmental expenditures for the affected department must remain within authorized budgetary limits, or in the case of grant funded positions, within the funding levels of the grant. The Personnel Summaries adopted by this Section are not to be considered part of the Budget adopted by this Ordinance for purposes of amendments to the Budget.

Section 6. That all expenditures heretofore made for Fiscal Year 2012, if any, are hereby approved, ratified and confirmed and because it is the intention of the City Council that the Budget hereby approved be inclusive of previous expenditures and commitments for Fiscal Year 2012, the City Controller is hereby directed to apply the amounts thereof to the appropriate accounts in the Budget.

Section 7. That the City Council takes cognizance of the fact that in order to facilitate operations of the various City departments established in the Code of Ordinances of the City of Houston (singularly "department"), and to make adjustments occasioned by events transpiring during the year, some transfers will be necessary to and from some of the accounts contained in the Budget as adopted herein. Accordingly, the Mayor shall have authority to transfer funds to and from the Budget accounts within any department without limitation. In addition, for transfers among departments within a Fund, the Mayor shall have authority to transfer funds from any Budget account (whether one or more) in one department to any other account or accounts in any other department within the Fund, but for each department, such aggregate interdepartmental transfers from any Budget Expenditure Account Group in that department's budget shall not exceed 5% of the total amount shown for such Budget Expenditure Account group in the adopted budget for such

department. Provided, however, that any such transfers shall not be subjected to or be included within the foregoing 5% limit if such transfers are approved by City Council through this ordinance or, subsequent to adoption, in compliance with Section 102.001 through 102.011, Local Government Code (Vernon's).

As used in this Section the term "Budget Expenditure Account Group" means a group of accounts within a department or a group of nondepartmental accounts which have similar purposes (for example, the Budget Expenditure Account Group for "Personnel Services" within a given department might include all of the following accounts: 500010, 500030, 500090, 500060, 501120, 501070, 502010, 503010, 501010, 501160, 500020, 500040, 500050, 500190, 500070, 501040, 501130, 501090, 501080, 503070, 502020, 503020, 501020, 501170, 503090, 503080, 504030, 503060)

Section 8. That the City Council approves and authorizes the transfer, in the aggregate, of up to $4,100,000 from the General Fund-General Government budget to other General Fund departmental budgets in the event that the amount included in the respective budget is inadequate to pay actual expenses for electricity, fuel, natural gas or other requirements of the City.

Section 9. That the City Council approves the increase, during FY2012, of the adopted budget for the Aviation Revenue Fund (Fund 8001) by the amount of any increase in revenue over that projected for the Fund as certified by the City Controller, but only for the purpose of transfer of such increased revenue, if any, to the HAS-Airports Improvement Fund, and hereby approves and authorizes any such transfer.

Section 10. That the City Council approves the increase, during FY2012, of the adopted budget for the Public Works & Engineering Water & Sewer Operating Fund (Fund 8300) by the amount of any increase in revenue over that projected for the Fund as certified by the City Controller, but only for the purpose of transfer of such increase, if any, to the Combined Utility Systems Operating Fund (Fund 8301), which must subsequently transfer such increase, if any, to the Combined Utility System General Purpose Fund (Fund 8305). The City Council approves the increase, during FY2012, of the adopted budget for the Combined Utility Systems Operating Fund (Fund 8301) by the amount of increased revenue transferred from the Public Works & Engineering Water & Sewer Operating Fund (Fund 8300) pursuant to this section, but only for the purpose of transfer of such increase, if any, to the Combined Utility Systems General Purpose Fund (Fund 8305).

Section 11. That City Council hereby directs that the ending Fund Balance of any Fund that receives revenue during FY2012 over and above that projected for the Fund as certified by the City Controller, shall be increased by an amount equal to the additional revenue received and that such fund balance shall be available for appropriation and transfer for any lawful purpose of the Fund.

Section 12. That the City Council hereby approves the creation of the Parks Golf Special Fund with zero beginning fund balance to receive all City revenues derived from all

city-owned golf facilities, whether operated by the City or private entities, including all related concession fees, to be used exclusively for the maintenance, operation and improvements of any or all of such golf courses.

Section 13. That the City Council hereby authorizes the transfer of $5,991,800 from the Parks Special Revenue Fund to the Parks Golf Special Fund, authorizes the expenditure of $5,779,080 in the Parks Golf Special Fund, and reduces the spending authority in the Parks Special Revenue Fund by an equivalent amount.

Section 14. That Section 32-7 of the Code of Ordinances, Houston, Texas, relating to revenues received by the City from City golf facilities, is hereby amended to read as follows:

"**Sec. 32-7. – Revenues from park operations**

(a) All revenues derived by the City in any manner from park user fees as defined in section 32-69 of this Code and from concession agreements authorized under section 32-8(b) (collectively denoted "park revenues"), except revenues received by the City from City park golf facilities as set out in subsection (b) below, shall be regularly remitted to the City Controller with an accounting thereof. Unless otherwise expressly provided by ordinance or state law, park revenues shall be deposited in the Parks Special Revenue Fund to be used exclusively for repairs, replacement, and renovation of parks' revenue producing facilities, and equipment and for maintenance and operation of parks' revenue producing facilities and activities.

(b). One hundred percent of the revenues received by the City and derived from all City-owned golf facilities, whether operated by the City or private entities, including all related concession fees, shall be deposited into the Parks Golf Special Fund to be used exclusively for the maintenance, operation and improvements of any or all of such golf facilities."

Section 15. That in order to recover cost of certain services set out in the volume of City of Houston Construction Code known as the City of Houston Building Code ("Building Code") and the Houston Fire Code ("Fire Code"), certain sections of the Building Code and the Fire Code are hereby amended and added as set forth in Exhibit C, which is attached hereto and incorporated herein.

Section 16. That the City Council approves the payment of the City's general debt service obligations created elsewhere by separate Council action from funds in the General Obligation Debt Service Fund.

Section 17. That the City Council hereby establishes the price to purchase for the Budget documents by the public at $35.00 plus tax and postage, if any.

Section 18. That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict only. The Budget adopted by this ordinance replaces the FY2011 Budget.

Section 19. That the City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Sec. 551.001 et. seq. Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

Section 20. That if any provision, section, subsection, sentence, clause or phrase of this ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this ordinance or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting this ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness or invalidity of any other portion hereof, and all provisions of this ordinance are declared to be severable for that purpose.

Section 21. That there exists a public emergency requiring that this Ordinance be passed finally on the date of its introduction as requested in writing by the Mayor; therefore, this Ordinance shall be passed finally on such date and shall take effect immediately upon its passage and approval by the Mayor or July 1, 2011, whichever is later.

PASSED AND APPROVED this 22nd day of June, 2011.

Annise D. Parker
Mayor of the City of Houston, Texas

(Prepared by Legal Dept. : Carl P. Nguyen)
(LPN\ln 6/14/11) Senior Assistant City Attorney
(Requested by Kelly Dowe, Director of Finance Department)
L.D. File No. 0391100218001
G\Contracts\LPN\Budget\Annual Budget Ordinance_FY2012

AYE	NO	
✓		**MAYOR PARKER**
••••	••••	**COUNCIL MEMBERS**
✓		STARDIG
✓		Johnson
	✓	CLUTTERBUCK
✓		ADAMS
	✓	SULLIVAN
✓		HOANG
✓		PENNINGTON
✓		GONZALEZ
✓		RODRIGUEZ
✓		COSTELLO
✓		LOVELL
✓		NORIEGA
✓		BRADFORD
✓		JONES
CAPTION	ADOPTED	

MAY 017 Rev 12/09

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