



# CITY OF **FRIENDSWOOD**

## ADOPTED ANNUAL BUDGET



**Fiscal Year**  
2016-2017



**CITY OF FRIENDSWOOD, TEXAS**

**ADOPTED ANNUAL BUDGET**

October 1, 2016 - September 30, 2017

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**Mayor**

Kevin Holland

**Mayor Pro-Tem**

Jim Hill

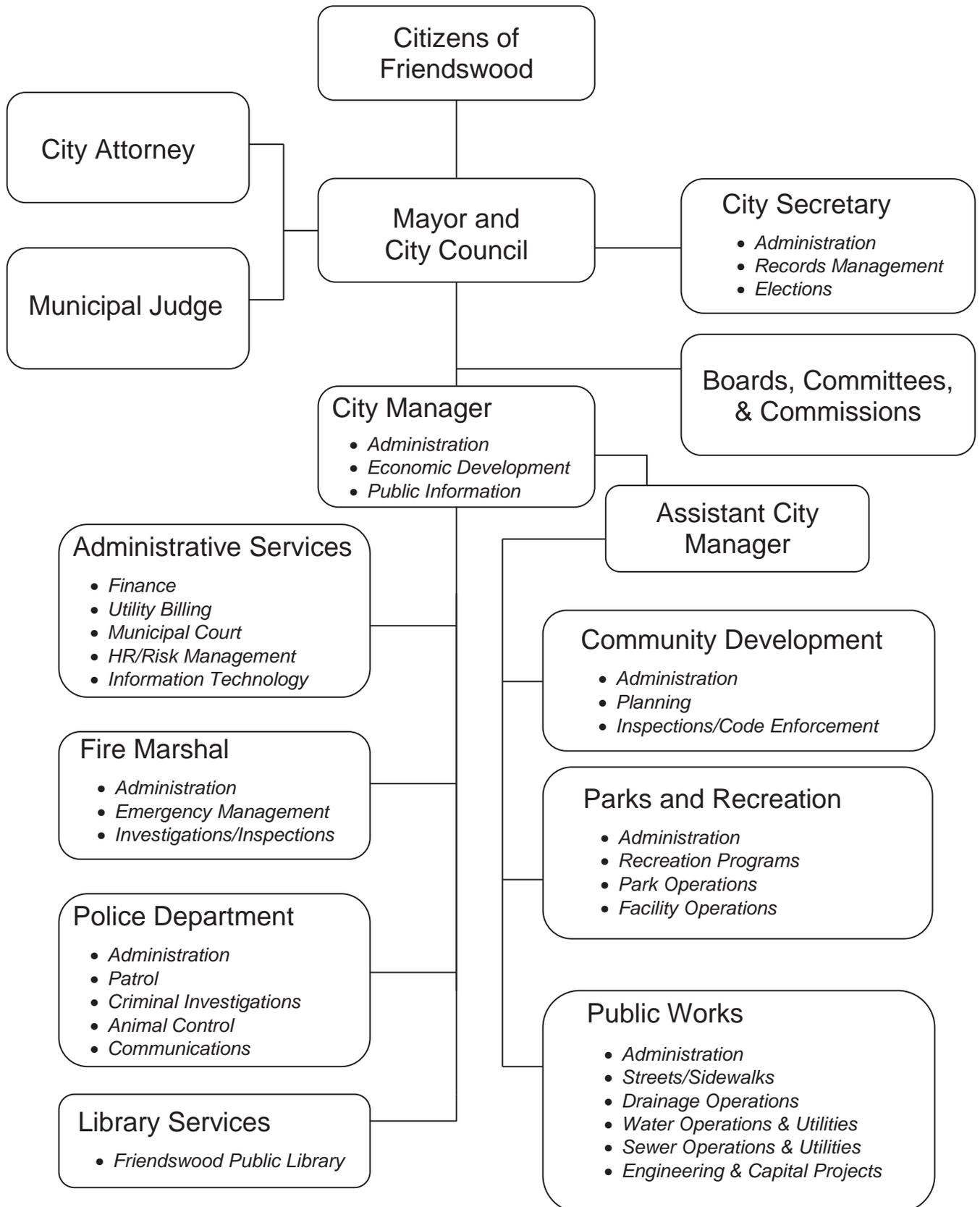
**Council Members**

Steve Rockey ..... Position 1  
Billy Enochs ..... Position 2  
Mike Foreman ..... Position 4  
John Scott ..... Position 5  
Carl W. Gustafson..... Position 6

**Budget Team**

Roger C. Roecker ..... City Manager  
Morad Kabiri..... Assistant City Manager  
Cindy S. Edge ..... Director of Administrative Services  
Terry Byrd ..... Fire Marshal  
Karen Capps..... Economic Development Coordinator  
Patrick Donart ..... Director of Public Works  
Katina Hampton..... Deputy Director of Administrative Services  
Aubrey Harbin ..... Deputy Director of Community Development  
Melinda Welsh ..... City Secretary  
Mary Perroni ..... Library Director  
James Toney ..... Parks and Recreation Director  
Jennifer Walker..... Budget Manager  
Robert B. Wieners..... Police Chief

# CITY OF FRIENDSWOOD Organization Chart



**In accordance with Texas Senate Bill (S.B.) 656**

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This proposed budget is estimated to raise more total property taxes than last year's budget by \$1,288,304 or 7.9%, and of that amount \$371,266 is estimated tax revenue to be raised from new property added to the tax roll this year.

The City of Friendswood's total tax debt service obligation is \$39,273,408.

Debt service obligations of the City of Friendswood, secured by property taxes, in fiscal year 2016-17: \$2,745,568.

<b>Property Tax Comparison (per \$100 valuation)</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>
Adopted Tax Rate	\$0.568700	\$0.546000
Effective Tax Rate	\$0.548783	\$0.534757
Effective Operating Rate	\$0.562200	\$0.535606
Maximum Operating Rate	\$0.607176	\$0.578454
Debt Tax Rate	\$0.085417	\$0.101408
Rollback Tax Rate	\$0.692593	\$0.679862

City of Friendswood's 2016 proposed total tax rate is \$0.5460 which includes the maintenance & operations (M&O) rate of \$0.4620 and the debt service (I&S) rate of \$0.0840.

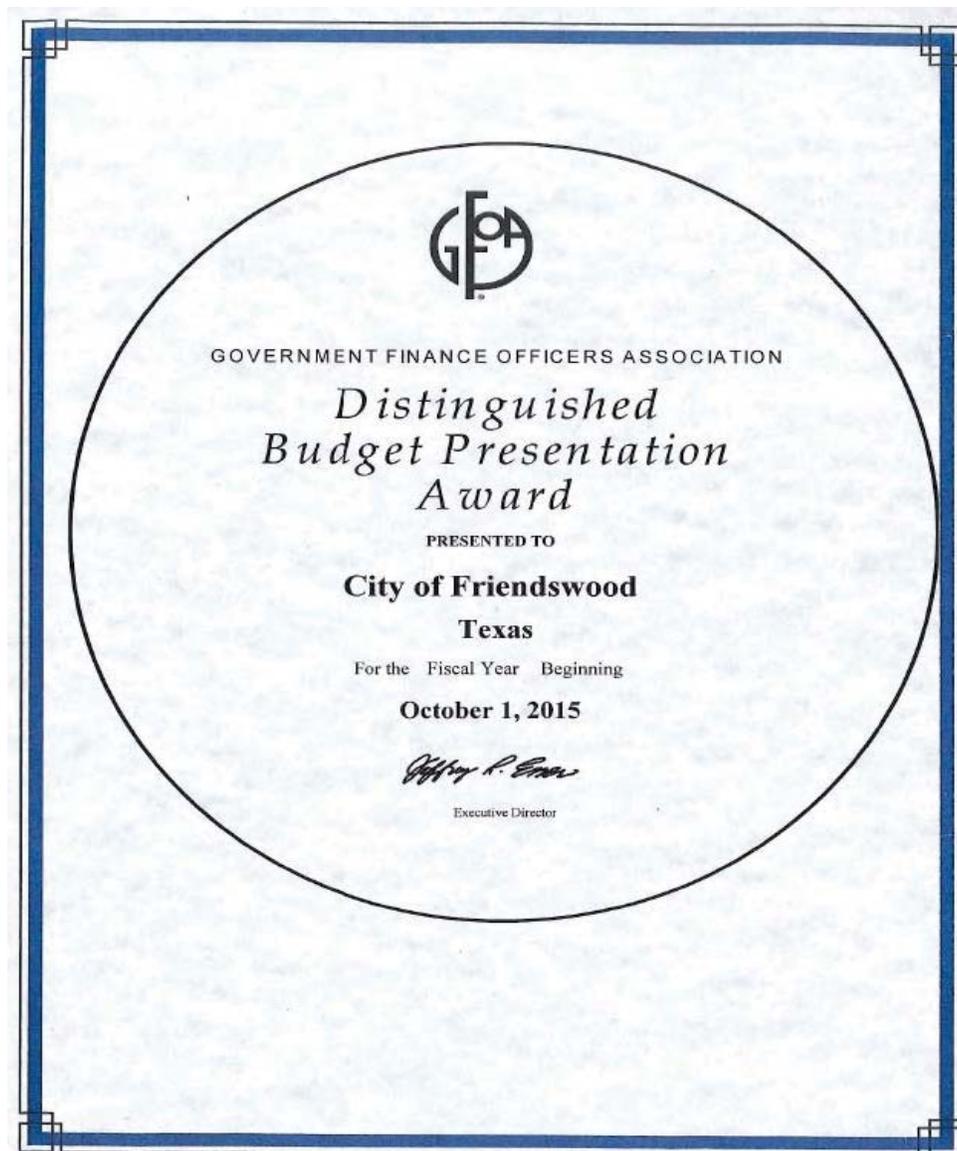
<b>City Council</b>	<b>Position</b>	<b>Vote on Budget</b>	<b>Vote on Tax Rate</b>
Kevin Holland	Mayor	Yes	Yes
Jim Hill	Mayor Pro-Tem	Yes	No
Steve Rockey	Position 1	Yes	Yes
Billy Enochs	Position 2	Yes	Yes
Mike Foreman	Position 4	Yes	Yes
John Scott	Position 5	No	No
Carl W. Gustafson	Position 6	Yes	Yes

# ***Distinguished Budget Presentation Award***

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Friendswood, Texas** for its annual budget for the fiscal year beginning **October 1, 2015**. The City's budget document also earned the Operations Guide Special Performance Measures Recognition for its detail of the City departments' objective measures of progress for accomplishing the City's overall mission and goals.

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

This 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 GFOA to determine its eligibility for another award.



## Guide to Use of the Budget

The primary purpose of this document is to plan both the operating and capital improvement expenditures in accordance with the policies of the City of Friendswood. By adoption of this budget, the City Council establishes the level of services to be provided, the amount of taxes and utility rates to be charged and the various programs and activities to be provided.

The **Introduction and Overview section** includes the City Manager's budget message with a "budget-in-brief" summary. Also featured in this section is an Overview of the City; detailing community and population demographics, Fiscal Year Fact Sheet of the City's property tax base, staffing summary, utility customer count and utility rates. This section presents City Council's mission statement and strategic goals and long range planning tools used to guide the City's budget process.

The **Financial Structure, Policy and Process section** begins with flowcharts listing of each of the City's funds. Fund narratives follow providing definitions for each fund utilized by the City and the funds' basis of accounting and budgeting. A matrix correlating the City's fund uses by functioning unit (City department) is incorporated. The City's Financial Management Policy with adopted revisions is included. Budget provisions from the City's Charter are included and details of the budget process and this year's budget calendar close this section.

The **Financial Summaries section** provides the revenues, expenditures and proposed ending fund balance for the City's governmental funds as well as enterprise funds. Governmental funds include General Fund, Police Investigation Fund, Fire/EMS Donation Fund, TDRA Disaster Recovery Grant Fund, Sidewalk Installation Fund, Park Land Dedication Fund, Streets Improvement Fund, Economic Development Improvements Fund, Tax Debt Service Fund and General Obligation Bond Construction Funds. Enterprise funds include Water and Sewer Operation Fund, Water and Sewer Revenue Bond Construction Funds, Water and Sewer CIP/Impact Fee Funds, and Water and Sewer Revenue Debt Service Fund. Additional funds are Vehicle Replacement Fund, 1776 Park Trust Fund, Economic Development Administration Grant Fund, and Court Technology/Security Fund. A description of each fund precedes the fund schedules and includes the basis of budgeting. The section also includes detailed revenue schedules by fund and account element/object and inter-fund transfer schedules.

The next section is entitled **Departmental Information**. Each department includes: (1) an organizational chart depicting the department structure; (2) department narrative, goals, objectives and performance measures; (3) department summary with department totals across all funds and a departmental staffing table showing the full-time equivalents. The general ledger account number segment for fund, department and division accounts are included for cross-reference to the detail division budgets. The detailed departmental pages are formatted to include FY15 actual; FY16 original budget; FY16 amended budget; year to date 6/30/16 actual expenditures; year-end estimate for FY16; and FY17 adopted budget data.

The next section is reserved for the **Debt & Capital section**. The tax and revenue Debt Service portion of this section contains summary schedules, tax debt service and revenue debt service to maturity charts and payment schedules for each bond issue of the City. Currently, the City's Capital Improvement Plan is being reviewed by the Community Development Department and City departmental Directors. The adopted budget document will include available information from the Capital Improvement Program for the upcoming budget year by fund and project as well as the detail by object account.

The **Supplemental Information section** contains a sales tax revenue comparison schedule, estimated tax valuations, historical tax levy and tax rate comparisons, including graphs, City-wide personnel schedule, departmental decision package recommendations, and glossary of budget terminology and acronyms.

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# CITY OF FRIENDSWOOD

October 3, 2016

Honorable Mayor and City Council:

Staff is pleased to present the adopted budget for Fiscal Year 2016-2017. As in prior years, this budget is the culmination of months' of work by both Council and City staff. Although the process of beginning with a "clean slate" and identifying efficiencies was once again employed, this year's budget has also been prepared with some additional key factors in place. These include:

- A focus on maintaining current service levels and an absence of new City programs;
- A continued emphasis on public safety personnel and equipment;
- Responding to the direction Council provided, this budget includes \$462,500 for streets assessment and improvements, plus a revised projected \$900K from the voter-approved "street improvements" sales tax; totaling \$1.36 million; and
- The initial inclusion of operational costs resulting from the implementation of new bond-funded facilities, as well as the first impact on the tax rate for the associated additional debt service. Due to the contracting environment, the overall construction window was compressed from seven years to five to optimize project budgets.

This year's budget reflects the adoption of a tax rate of \$0.5460 per \$100 of taxable value. A shift of \$0.00352 for the operational and maintenance costs of new facilities and \$0.0125 to cover the increase in the debt service (I & S) part of the tax rate. Council may recall the debt service impact was projected to be \$0.0239 during the bond election discussions. The total adopted tax rate supporting this budget is \$0.5460, a decrease of \$0.0227 from the current rate of \$0.5687.

A remarkable number of capital projects are in design, under construction, or have recently been completed, all requiring significant involvement by the City Staff.

- Maintaining safe operations at the Library, Corporal Steven Schulz Sportspark, Centennial Park, and Stevenson Park during major construction and renovation efforts.
- Providing uninterrupted water and sewer service during replacement of Water Plants 2 and 7, Lift Stations 3, 18, and 23, and rehabilitation of the headworks and ultraviolet disinfection system at the Blackhawk Wastewater Treatment Plant, as well as the construction of a third clarifier at the same facility.
- Moving people safely during the reconstruction of Whispering Pines Avenue/Friendswood Link Road, Shadowbend Avenue.
- Installing brick pavers on Friendswood Drive from Stevenson Park across the City Hall property, while maintaining operations in the park and City Hall.
- Managing the design and bid process for the new Kenneth Camp Fire Station, Fire Station 4 upgrades, and Lake Friendswood park development.
- Acquiring property, designing, and constructing the pedestrian bridge and trails connecting Stevenson Park with Old City Park.

This budget has provisions for maintaining the City's most valuable asset, its people. The City Staff provides the person-to-person, quality service that Friendswood residents expect. Funding for an average merit of 2.75% totaling \$421,023 is included. Providing adequate employee health insurance continues to be a challenge. This budget includes \$206,939, which is a 7.6% increase. To help mitigate the budget impact, the employees are picking up a larger share of this benefit than in the past, as the deductible amount is increasing to \$1,500. In addition, the adopted budget provides for two Police Officers, a Paramedic Supervisor position, a part-time Administrative Clerk position increasing to full-time, a part-time Library Page, and three part-time Parks Attendant positions totaling 1.2 full-time equivalents.

Of our 210 full-time employees, the average tenure is ten years (compared to the national average of 4.6 years). More tenured, and thus, more knowledgeable staff, assist in our ability to be leanly staffed with a smaller number of employees than the norm. However, this also means that the City workforce will have some long-tenured Staff members approaching retirement in the near future. As a result, succession planning continues to be a priority of our management team.

City Council is to be commended for encouraging high standards in financial transparency, emphasizing public safety, recognizing the importance of maintaining our infrastructure, and improving our recreational facilities. As a result, the City has been repeatedly recognized by numerous organizations, resulting in accolades such as budget presentation and financial reporting awards, "Safest City," "Best Places to Live," and "Best Places for Families" awards. They signify a tangible quality embedded in the City's team approach to not only budgeting, but all operations; the City's core values, "TRAO" which stands for **T**rust, **R**espect, **A**ccountability, and **Q**uality. While focusing on these values, City staff will continue to seek efficiencies in delivering quality services with limited resources.

Separate, but of significant impact to the budget, the approved Sales Tax election was legally contested by a group of citizens. As such, a full-years' worth of the half-cent Sales Tax revenue will not be realized.

On behalf of the City Staff, especially the Budget Team, I thank the Mayor and City Council for providing leadership and guidance during the development of this year's budget. We all look forward to the days ahead and the opportunity to serve Friendswood residents, business owners and visitors with the service and quality they have come to expect.

Respectfully submitted,

A handwritten signature in cursive script that reads "Roger C. Roecker". The signature is written in dark ink and is positioned above the printed name and title.

Roger C. Roecker  
City Manager

# Budget in Brief

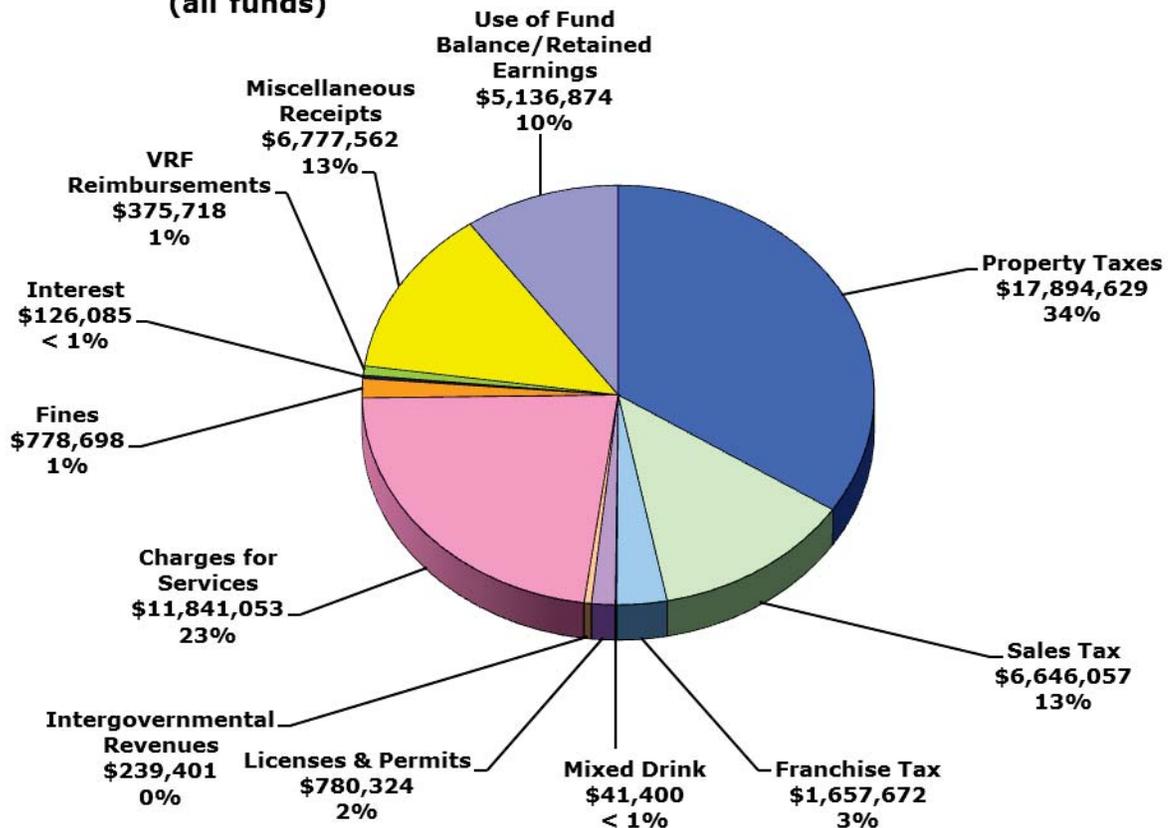
Below is a summation of the City of Friendswood's fiscal year 2016-17 adopted budget.

## Revenue

1. This year's adopted total budget appropriates \$52.3 million in revenues, which is \$5.8 million or 12.4% more than the fiscal year 2015-16 adopted budget. The adopted increases in property taxes, sales taxes, licenses, and permit fees more than offset declines in intergovernmental revenues, fines, interest, and miscellaneous revenues. Included within the \$5.8 million dollar increase is the planned issuance of the third and final series of the General Obligation bonds authorized by voters in November 2013, in the amount of \$5.85 million. Additionally, the planned uses of fund balance, and/or retained earnings in several funds totaling about \$5.1 million to offset adopted operating expenditures, are up from last year's budget. This increase is related to the use of water and sewer revenue bond proceeds received in FY16 for capital projects, but scheduled for completion in FY17.
  - The budget includes an increase in property tax revenue for tax year 2016 of about 5.8% from prior year budget projections related to new construction and to cover operating impact and debt service obligations related to the general obligations bonds authorized by voters in 2013.
  - Sales tax revenue budget is up about 34.1% based on fiscal year 2015-16 collections and reflects 9 months of revenue anticipated from the 1/8 of 1% sales tax for downtown economic development and 3/8 of 1% sales tax for streets maintenance approved by voters in May 2016.
  - Permits revenue is expected to increase by 8.8% from last year's budget based on fiscal year 2015-16 collections and anticipated growth of residential home building will continue at the current pace in FY17.
  - A decrease in intergovernmental revenue of 75.9% is budgeted to reflect the FY16 completion of the Public Works SCADA system upgrade project funded by a TDRA grant.
  - Vehicle internal lease payments revenue is up by 5.8% due to fleet inventory purchases made in FY16.
  - Based on current year collections, the adopted budget includes a decrease of about \$99 K or 11.2% in Municipal Court fines.
  - An estimated decrease of about \$300K or 4.8% in miscellaneous receipts resulting from fewer bond proceeds needed in the 3<sup>rd</sup> series of general obligation bonds authorized by voters in 2013.
  - Charges for services, including parks and recreation, animal control services, and utility services reflect a decrease of \$200K or 1.8%. This is mainly attributed to a decline in water consumption experienced since the implementation of the City's current utility rate structure, which encourages water conservation.
2. The FY17 budget was adopted with a tax rate of \$0.5460. As a result, revenue from property taxes is estimated to increase over last year's projected property tax revenue by almost \$1 million or 5.8% over the FY16 budget. From that amount \$371K additional property tax revenue comes from properties added to the tax roll this year.
  - The adopted maintenance and operations (M&O) rate is \$0.4620 and the interest and sinking or debt service (I&S) rate is \$0.0840.
3. Tax year 2016 estimate is based on net taxable values are \$3,267,348,436. This is an increase of \$341,252,719 from certified values including supplemental rolls for tax year 2015.

- Information provided by the City's two appraisal districts indicates overall growth in property values.
- As stated above, overall values have increased for properties in place for tax years 2015 and 2016. The impact on individual property owners varies based on their circumstances. If a \$200,000 home's value does not change from year-to-year, it would be taxed on a value of \$160,000 due to the City's 20% homestead exemption. Based on the \$0.5460 tax rate included in the adopted budget, the 2016 property tax bill would be \$873.60. This amount is a decrease of \$36.32 from the current tax rate.

**FY17 Adopted Budget Revenue**  
**\$52,295,473**  
**(all funds)**



\*Excludes inter-fund transfers. Uses of fund balance and retained earnings in several funds total \$5,136,874; resulting in revenues offsetting budgeted expenditures.

### Historical Revenue Budget (All Funds)

Revenue Source	FY17		FY16		FY15	
	Adopted	Percent Change PY	Adopted	Percent Change PY	Adopted	Percent Change PY
Property Taxes*	\$17,894,629	5.8	\$16,919,598	9.4	\$15,472,344	4.1
Sales Tax**	\$6,646,057	34.1	\$4,956,193	8.8	\$4,553,543	10.3
Franchise Tax	\$1,657,673	0.8	\$1,644,011	5.9	\$1,552,315	1.5
Mixed Drink	\$41,400	-1.3	\$41,965	32.7	\$31,621	19.5
Licenses & Permits	\$780,324	8.8	\$717,056	-6.7	\$768,301	8.4
Intergovernmental Revenues	\$239,401	-75.9	\$992,662	-67.9	\$3,091,334	322.9
Charges for Services	\$11,841,053	-2.2	\$12,104,971	13.0	\$10,716,387	7.9
Fines	\$778,698	-11.2	\$877,358	10.5	\$794,094	-16.9
Interest	\$126,085	-18.9	\$155,555	47.6	\$105,403	1.4
VRF Reimbursements	\$375,718	5.8	\$355,129	-1.1	\$359,125	11.6
Miscellaneous Receipts***	\$6,777,562	-4.8	\$7,120,362	-31.0	\$10,325,347	947.5
Fund Balance/Retained Earnings	\$5,136,874	679.6	\$658,877	-42.2	\$1,140,902	-62.1
<b>Total</b>	<b>\$52,295,473</b>	<b>12.4</b>	<b>\$46,543,737</b>	<b>-4.8</b>	<b>\$48,910,716</b>	<b>31.6</b>

\* Amounts include prior year delinquent property tax collections with penalty and interest.

\*\* FY17 includes anticipated additional sales tax revenue projected for streets maintenance and downtown economic development.

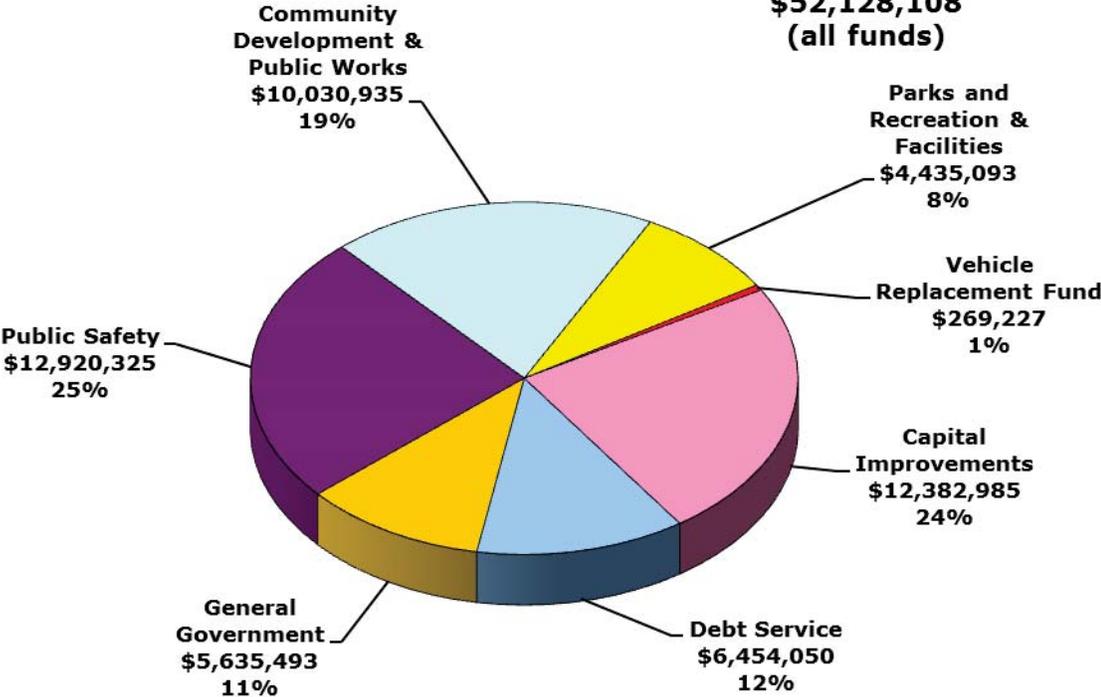
\*\*\*Miscellaneous receipts include anticipated proceeds from Round 3 of the G.O. bonds authorized in November 2013.

## Expenses

1. The adopted budget appropriates approximately \$52.8 million in expenditures, excluding inter-fund transfers. This is an increase of approximately \$6.4 million or 13.7% from the fiscal year 2015-16 adopted budget. The increase in this year's budget, like last year, is related to capital improvements and debt service obligations related to the general obligation bonds authorized in 2013. Additionally, capital improvements resulting from the 2016 sales tax rate increase are included. Details of the adopted expenditure budget follow.
  
2. Personnel costs make up almost 70% of the City's operational budget. The adopted budget includes staffing of 227.49 full-time equivalents (FTE), a net increase of 3.95 FTE. Adopted changes in personnel expenditures, totaling \$934,324 include:
  - Addition of 2 full-time Police Officers (mid-year hires)
  - Addition of 3 part-time Park Attendants (0.60 FTE each)
  - Addition of 1 part-time Library Page (0.35 FTE – funded w/in existing Library budget)
  - Upgrade of 1 part-time to 1 full-time Administrative Clerk (0.40 FTE)
  - An estimated 6 – 8% healthcare insurance cost increase totaling \$206,939
  - The City's TMRS contribution rate increases from 15.65% to 15.67% on January 1, 2017
  - Workers Compensation rate increase totaling \$39,101
  - Funding for employee merit increases of \$421,023 which equates to an average of 2% for management personnel and 3% for non-management personnel
    - No across the board pay increases are given
    - Merit is awarded based on individual employee performance
  
3. Maintaining the City's current service levels requires additional funding for non-personnel related operational expenses. The Supplemental Information section of the adopted budget includes a detailed listing of the expenditures.
  - Forces at Work total \$279,712 (General Fund) and \$152,317 (Water & Sewer Fund)
  - Decision Packages total \$1,700,917 (General Fund) and \$52,829 in the Water & Sewer Fund

4. In addition to those mentioned above, forces at work and decision packages include:
  - FVFD internet service - \$1,200
  - Lake Friendswood mowing services - \$12,800
  - Utility Vehicle (golf cart) for Lake Friendswood park operations - \$10,000
  - Old City Park & Basketball Pavilion operating maintenance, equipment & supplies - \$11,300
  - Swim Lessons (6 two-week sessions) - \$4,028
  - City-wide computer software & hardware refresh (3 yr. capital lease funded) - \$395,400
  - Public Works dump truck (possible use of fund balance) - \$103,500
  - SWAT Team tactical vest replacement - \$22,000
  - FVFD 700 MHz/Narrow banding radio migration (5 yr. capital lease funded) - \$384,600
  - Interior painting (City Hall & Public Works buildings) - \$40,000
  - Flooring replacement (Animal Control facility) - \$12,000
  - Mobile automatic license plate reader (ALPR) Expansion (1 reader) - \$24,200
  - Tool set/automobile diagnostic center (General Fund portion) - \$8,750
  - Radio console replacement (three 700/800 MHz APX consoles) - \$24,181
  - RecTrac software upgrade (existing to Version 3.1 including training & interface) - \$9,105
  - FVFD vehicle maintenance increase (Fire Division) - \$15,000
  - FVFD 1 additional full-time Paramedic Supervisor - \$60,963
  - FVFD fire bunker gear replacement program increase - \$10,000
  - FVFD SCBA replacement program increase - \$9,000
  - FVFD Firefighter training funds increase - \$8,500
  - FVFD Replace non-capital operational equipment for Fire Division - \$10,000
  - Collection line maintenance increase - \$10,000
  - 9 Self Contained Breathing Apparatus (TCEQ requirements) - \$58,500
  - Confined space entry/emergency retrieval equipment - \$10,000
  - Tool set/automobile diagnostic center (Water & Sewer Fund portion) - \$8,750
  
5. In addition to the FY17 forces at work and decision packages, the adopted budget includes the following:
  - \$1,454,842 for streets improvements
    - \$462,500 funded as a current services level priority in the General Fund
    - \$954,842 funded by additional 3/8 of 1% sales tax
    - \$37,500 funded for a pavement management study
  - \$318,281 for downtown economic development
  - \$300,000 for sewer line maintenance in the Water & Sewer Fund
  - \$6,683,978 for G.O. Bond projects authorized in 2013 (street improvements)
  
6. Fleet replacements included in the adopted Vehicle Replacement Fund budget total \$269,227:
  - Police Department – 4 patrol units and 1 criminal investigations vehicle
  - Public Works – 1 water operations truck
  
7. Debt Service payments funded and detailed in the adopted budget are:
  - Total Tax Debt Service (including capital leases) - \$39,273,408
    - 2016-17 principal, interest & fiscal agent fee payments – \$2,745,568
  - Total Water & Sewer Revenue Debt Service - \$48,242,451
    - 2016-17 principal, interest & fiscal agent fee payments - \$3,403,425
  - Total Capital Lease Debt Service for FVFD equipment
    - 2016-17 principal and interest - \$219,159
    - Year 3 of 8-year reimbursement for fire engine purchased in FY15
    - Year 1 of 5-year estimated capital lease for FVFD Radio Replacements

**FY17 Adopted Budget Expenditures  
\$52,128,108  
(all funds)**



\*Excludes inter-fund transfers. Uses of fund balance and retained earnings in several funds total \$5,136,874; resulting in revenues offsetting budgeted expenditures.

\*\*Public Safety includes Police Department, Fire Marshal and Emergency Management, & Friendswood Volunteer Fire Department.

**Historical Expenditure Budget (All Funds)**

Expenditure	FY17		FY16		FY15	
	Adopted	Percent Change PY	Adopted	Percent Change PY	Adopted	Percent Change PY
General Government	\$5,365,493	4.1	\$5,414,602	1.8	\$5,317,360	3.1
Public Safety	\$12,920,325	29.5	\$9,978,361	-11.8	\$11,307,751	4.4
Parks & Recreation	\$4,435,093	6.1	\$4,178,708	3.1	\$4,053,548	3.6
Vehicle Replacement	\$269,227	-33.7	\$406,090	0.5	\$404,151	10.8
Capital Improvements	\$12,382,985	41.8	\$8,734,160	23.63	\$7,065,039	125.1
Debt Service	\$6,454,050	13.3	\$5,696,672	10.22	\$5,168,498	-0.1
Community Dev. & Public Works	\$10,030,935	-17.0	\$12,085,021	6.09	\$9,349,859	9.4
<b>Total</b>	<b>\$52,128,108</b>	<b>12.1</b>	<b>\$46,493,614</b>	<b>8.97</b>	<b>\$42,666,206</b>	<b>14.93</b>

## Changes to the FY17 Proposed Budget

<b>Original Proposed FY17 Revenue Estimate</b>	<b>\$26,066,084</b>
<b>Total Changes to Funding Available</b>	<b>\$0</b>
<b>Revised FY17 Revenue Estimates</b>	<b>\$26,066,084</b>
<b>Original Proposed FY17 Expenditure Estimate</b>	<b>\$26,064,180</b>
<b>Changes to Expenditures:</b>	
Changes to Decision Packages Proposed:	
Reduce Payment Management Study (from \$75,000 to \$37,500)	(37,500)
Additional Decision Packages added:	
FVFD Fire Division:	
Increase for Fire Bunker Gear Replacement Program	10,000
Increase for SCBA Replacement Program	9,000
Increase for Firefighter Training Funds	8,500
Increase for Replacement of Non-capital Operational Equipment	10,000
<b>Total Changes to Expenditures Estimates</b>	<b>\$0</b>
<b>Revised FY17 Expenditure Estimates</b>	<b>\$26,064,180</b>
<b>Original Proposed Use of Fund Balance</b>	<b>(\$1,904)</b>
<b>Change in amount to fund balance</b>	<b>\$0</b>
<b>(Increase) Decrease in Revised Use of Fund Balance in the General Fund</b>	<b>(\$1,904)</b>

### TAX DEBT SERVICE FUND (201)

<b>Original Proposed FY17 Revenue Estimates</b>	<b>\$5,402,243</b>
<b>Changes to Revenue:</b>	
Change in Property Tax Rate (from estimated \$0.5678 to adopted \$0.5640)	(27,456)
<b>Total Changes to Funding Available</b>	<b>(\$27,456)</b>
<b>Adopted FY17 Revenue Estimates</b>	<b>\$5,374,787</b>
<b>Original Proposed FY17 Expenditure Estimates</b>	<b>\$5,374,143</b>
<b>Adopted FY17 Expenditure Estimates</b>	<b>\$5,374,143</b>
<b>Original Proposed Use of Fund Balance</b>	<b>(\$28,100)</b>
<b>Change in amount to fund balance</b>	<b>\$0</b>
<b>(Increase) Decrease in Revised Use of Fund Balance in the Tax Debt Service Fund</b>	<b>(\$644)</b>

# City of Friendswood, Texas

## City Overview

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### Location

Encompassing 21 square miles, Friendswood is located in southeast Texas near the Texas Gulf Coast, between downtown Houston and Galveston, spanning across two counties – northern Galveston County and southern Harris County. Residents and visitors can access Friendswood through FM 2351, FM 518, and FM 528 (NASA Parkway). Hobby Airport and Ellington Airport are located within a 15 minute drive from Friendswood, and Bush Intercontinental Airport is just 45 minutes away. Major sectors of the area's economic base include aerospace, specialty chemicals, health care, retail, and tourism.

### Community

It's no surprise why Friendswood has been nationally recognized as one of the best places to live in the country. With low tax rates, outstanding public education, and the lowest crime rate in the region, Friendswood is the perfect place to live, work, and play. The city features beautiful parks and lush landscaping, along with a championship golf course. Children academically excel via two superior public school systems – Friendswood ISD and Clear Creek ISD. These attributes perfectly match Friendswood's affluent resident base of well-educated, high-income families. More than 50% of residents work in executive, professional, and managerial positions and generate an average household income of over \$100,000 – one of the highest in the Houston area.

## City Overview

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### History

Friendswood was founded as a Quaker colony by Frank J. Brown. Only three Quaker colonies were ever established in Texas with the other two being Estacado, in the Texas Panhandle and View Point in Lipscomb County. After looking at Alvin and Galveston, Brown located a tract of more than 1,500 acres and negotiated with J. C. League for the property in 1895. Brown suggested that they name the community Friendswood, in honor of the Society of Friends which helped establish the city. Friendswood remained predominantly Quaker until 1958, when a local Baptist church was organized. The community incorporated in 1960. With the location of the NASA Manned Spacecraft Center ten miles away in 1962, many community residents began to commute there or to Houston, and Friendswood became a bedroom suburb.

### Today

Now, after 115 plus years, Friendswood has grown to around 39,358. The Quaker values can still be seen through community involvement. Residents participate in city civic and education events and Fourth of July celebrations. As with any city, the goal is planning for continued quality growth to create a well-balanced community. Friendswood offers single-family residential housing in pleasant park-like settings, tucked-away from the busy stream of vehicular traffic. Friendswood is committed to attracting more local enterprises. This will complement and enhance the unique community environment carefully built in Friendswood over the past 100 years; one that is cherished by residents and business owners alike.

### Business

Friendswood is the perfect choice for many types of commercial enterprises. Target markets include professional offices, retail, commercial, and light industrial developments. A key City focus is to encourage redevelopment of the downtown area and development of the City's panhandle area. City leaders have approved special tools and incentives to revitalize downtown to promote mixed-use, multi-story developments with pedestrian streetscapes and other amenities. Additionally, the City recently completed, through an Economic Development Administration grant, the extension of utilities to serve an area of town ripe for commercial growth (panhandle). The City offers competitive business incentives, including a municipal grant program, tax abatement that includes "green" development, freeport tax exemption, and downtown development fee waivers.

### Education

The **Friendswood Independent School District** (FISD) was established on December 21, 1948. FISD district covers 15 square miles and borders the Alvin, Pearland and Clear Creek school districts. In 2014-15, FISD will celebrate 75 years of Friendswood Schools. FISD is a unique school district. They are located next door to the fourth largest city in the United States and surrounded by large school districts. FISD is in a great location for enrichment learning in Space, Engineering, Medicine, Marine Biology and Petrochemical areas.

**Clear Creek Independent School District** (CCISD) is nestled along the NASA Johnson Space Center in Houston and the boating waters of the Gulf of Mexico, CCISD proudly serves the educational growth of more than 39,000 students. CCISD is the 29th largest school district in Texas, out of 1,031 districts. CCISD district spans 103 square miles, 13 municipalities, and two counties (Harris and Galveston).

## Demographics

- Land size 21.2 sq. miles
- Friendswood population est. 39,358
- Number of households 14,315
- Population by age
  - ✓ Under 14 years 17%
  - ✓ 15-19 years 7%
  - ✓ 20-44 years 29%
  - ✓ 45-64 years 30%
  - ✓ 65 years and over 17%
- Median Age – 41
- Average household size - 2.80
- 2016 est. annual household income - \$131,024
- 98% high school graduation rate
- 40% of residents have a bachelor's degree
- 16% of residents have a graduate degree
- Houston DMA population- 7,023,178

## Labor Force and Economic Base

- Labor Pool: 18-65
- Friendswood: 19,512
- Bay Area: 316,559
- Houston Area: 3,285,288
- Employment by occupation
  - ✓ 54% Managerial/Professional
  - ✓ 10% Service Occupations
  - ✓ 23% Sales and Office
  - ✓ 6% Construction/Maintenance
  - ✓ 7% Production/Transportation

## Bay Area Predominant Business Categories

- Aerospace and Aviation
- Medical and Life Sciences
- Information Technology
- Specialty Chemicals
- Tourism
- Maritime

## Top Employers

- Friendswood ISD
- H.E. Butt Grocery Company
- Kroger Texas, LP
- City of Friendswood
- Clear Creek ISD
- Friendship Haven Nursing Home
- McDonald's
- Friendswood Health Care Center
- U.S. Post Office
- Brookdale
- UTMB

## Top Non-Residential Taxpayers

- Kroger Texas, LP
- Texas-New Mexico Power Co.
- H.E. Butt Grocery Company
- HSRE Friendswood LLC – Village on the Park
- HCP Friendswood LLC – Brookdale Senior Living
- A-S 108 Friendswood Crossing Shopping Center
- Buzbee Family Limited Partnership
- Southwestern Bell Telephone Co.
- Comcast of Houston, LLC
- Friendswood Realty LP – Friendship Haven
- Timber Creek Holdings

## Financial Status

- City Bond Rating:
  - Moody's Investor: "A1-"
  - Standard and Poors:
    - General Obligation "AA+"
    - Revenue Bonds "AA-"
- Fiscal Year 2014-15 assessed property value totals: \$3,561,559,039
- 2014-15 Net taxable value: \$3,127,321,444
- Annual sales tax revenue in FY 2014-15 : \$5,253,658
- Projected FY 2016-17 sales tax revenue: \$5,372,930
- Adopted 2016 City property tax rate: \$0.54600
- 8.25% total sales tax rate
  - 6.25% State
  - 2.00% City

## Quality of Life

- 2016 average homestead value \$258,257
- 2016 average taxable home value \$206,606
- 2016 YTD avg. new home value \$365,070
- 2016 1st Quarter Cost of Living Index
  - ✓ Houston 97.5
  - ✓ Atlanta 99.6
  - ✓ Chicago 118.9
  - ✓ Miami 114.1
  - ✓ Washington, DC 146.8
  - ✓ Los Angeles 145.5
  - ✓ New York 227.0
- 2015 Low crime rate per 1,000 population
  - Friendswood 9.86
  - Pearland 21.78
  - League City 19.09
  - Houston 53.64
  - Sugar Land 17.49
  - Webster 68.97
  - La Porte 18.08
  - Galveston 40.79

## Recreation

- 9 City parks
- 2 County parks
- 266 acres of green space, nature trails and sports fields
- Adult, Youth, and Senior programs
- Annual special events with 10,000 attendees include July 4 celebration, Flap Jack Fun Run, Santa in the Park, Daddy & Daughter Dance, Youth Fishing Derby, Youth Sports Day Program, Movies in the Park, and Concerts in the Park

## Education

- Served by 2 Public School Districts  
(in order by land area served)
- Friendswood ISD - 6A  
Rated Exemplary by State of Texas  
Web: [www.fisd12.net](http://www.fisd12.net)
- Clear Creek ISD - 6A  
Rated Recognized by State of Texas  
Web: [www.ccisd.net](http://www.ccisd.net)



## Fiscal Year Fact Sheet

Net Assessed Property Valuation (estimated as of 7/22/16)	\$3,267,348,436
Tax Rate per \$100 Valuation	\$0.54600
Square Miles	approx. 21
Population, Estimated as of 7/01/16	39,358

<b>Staffing</b>	<u>FY16</u>	<u>FY17</u>
Full-time employees (FTE)	209.00	210.00
Part-time employees (FTE)	<u>15.54</u>	<u>17.49</u>
Total employees	224.54	227.49

<b>Number of Utility Customers as of 7/28/16</b>	<u>FY16</u>	<u>FY17</u>
Water	13,234	13,377
Sewer	12,353	12,378

### Utility Rates - (Billed Bi-monthly)

#### Monthly Water Rates

<b>Minimum Charge - Single Family Residential (includes 3,000 gallons)</b>	
Meter Size 1 inch or less	\$15.50
Meter Size 1 ½"	\$27.90
Meter Size 2" or greater	\$44.95

<b>Volumetric Charges - Single Family Residential (consumption over 3,000 gallons)</b>	
3,001 – 10,000 gallons	\$2.90 per 1,000 gallons
10,001 – 25,000 gallons	\$3.15 per 1,000 gallons
Above 25,000 gallons	\$3.40 per 1,000 gallons

<b>Minimum Charge - Commercial, Multi-unit (residential or commercial), Irrigation/Sprinkler</b>	
Meter Size 5/8 inch	\$15.50
Meter Size 1 inch	\$21.70
Meter Size 1 ½"	\$27.90
Meter Size 2" or greater	\$44.95

<b>Volumetric Charges - Commercial, Multi-unit (residential or commercial)</b>	
	\$2.90 per 1,000 gallons

<b>Volumetric Charges - Irrigation/Sprinkler</b>	
0 – 3,000 gallons	\$0.00 per 1,000 gallons
3,001 – 10,000 gallons	\$4.00 per 1,000 gallons
10,001 – 25,000 gallons	\$4.25 per 1,000 gallons
Above 25,000 gallons	\$4.50 per 1,000 gallons

#### Monthly Sewer Rates

Minimum Charge – All customer classes	\$15.00
Volumetric Charges – Single Family Residential (based on Winter Months Average)	\$2.13 per 1,000 gallons
Volumetric Charges – Residential (multi-unit) and Commercial (single or multi-unit)	\$2.13 per 1,000 gallons

**Current Monthly Sanitation Rate**

\$15.72 + tax (Includes curbside recycling fee)

# Vision & Mission Statement, Guiding Principles, Council Philosophy, and Strategic Goals

Adopted by Resolution



## City of Friendswood Mission Statement

It is the mission of the Council and staff of the City of Friendswood to provide the highest level of service to our citizens at the greatest value.

## Guiding Principles

- We Believe That Visionary Planning is Essential
- We Believe That Proactive, Responsive, Effective Leadership is Essential
- We Believe That Ongoing Interactive Communication is Essential

## Council Philosophy

- To act in the best interest of the citizens
- To consistently demonstrate respect to the staff
- To invest our resources effectively for our future
- To handle our disagreements/conflicts in a respectful manner that keeps our image positive with the public and each other

## Strategic Goals

### 1. Communication

- Build and expand external partnerships
- Better educate and inform our citizens to increase ownership and involvement in city government
- Utilize conflict/issue resolution processes

### 2. Economic Development

- Build and expand external partnerships
- Expand existing vision
- Systemize regional detention
- Educate and inform citizens to increase ownership in Economic Development
- Research economic viability before and after 2020

### 3. Preservation

- Build and expand external partnerships
- Shape future growth to preserve Friendswood's distinctiveness and quality of life
- Preserve and maintain infrastructure

### 4. Partnerships

- Build and expand external partnerships
- Remove any distinction of citizenship based upon county location

### 5. Public Safety

- Build and expand external partnerships
- Ensure a safe environment

### 6. Organizational Development

- Leadership
  - Communicate clear messages to citizens and employees about our values and why we are doing what we are doing
  - Build team identity with boards, employees, council, and volunteers
- Values
  - Communicate TRAQ as the core values to volunteers, citizens, council and all employees
  - Continue to focus on issues—not people
- Personnel
  - Develop a plan for staffing levels that result in quality city services and the accomplishment of our mission statement
  - Provide training and development for City employees to meet current and future staff leadership needs
- Process and Planning
  - Continue strategic planning process to meet future needs
  - Continue to develop plans to increase community involvement throughout the City

## Strategic Goal Matrix

Departmental mission and goals which correlate with a City goal are indicated below in **blue**.

Mayor & Council	City Secretary's Office	City Manager's Office	Administrative Services Office	Police Dept.	Friendswood Volunteer Fire Dept.	Fire Marshal's Office	Community Development Dept.	Public Works	Library	Parks and Recreation	
■	■	■	■	■	■	■	■	■	■	■	1) Communication
■	□	■	■	□	□	□	■	□	□	□	2) Economic Dev.
■	□	□	□	□	□	□	■	■	■	■	3) Preservation
■	□	■	■	□	□	■	■	□	■	■	4) Partnerships
■	□	□	■	■	■	■	■	■	□	■	5) Public Safety
■	■	■	■	■	■	■	■	■	■	■	6) Organizational Dev.

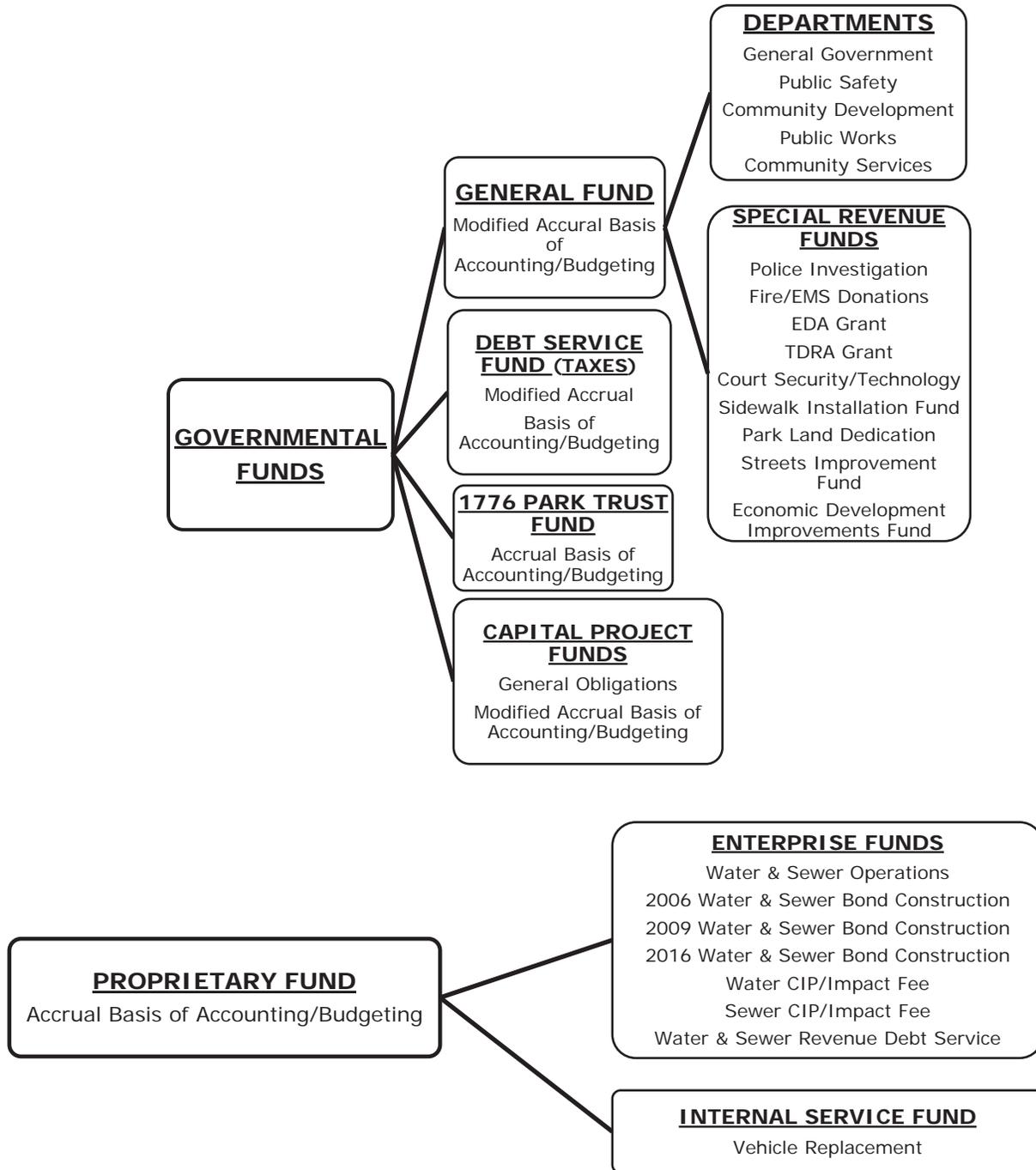
## City Planning for the Future

Planning Tool	Purpose	Budgetary Impacts
Comprehensive Plan (2008)	Identifies long-range capital and infrastructure needs in the following: <ul style="list-style-type: none"> <li>• Existing &amp; Future Land Use</li> <li>• Major Thoroughfares</li> <li>• Utility Systems</li> <li>• Community Facilities</li> <li>• Parks and Open Space</li> <li>• Community Facilities and Drainage Element</li> </ul>	The City's operational and capital budgets increase as a result of projects identified in the Comprehensive Plan. <ul style="list-style-type: none"> <li>• Property tax revenue expected to increase as available land is developed.</li> <li>• State funding may be available to the City for major thoroughfare development.</li> <li>• One-time capital expenditures are included in the budget based on streets, facilities, parks and utility infrastructure improvement needs identified in the plan.</li> <li>• Tax rate increases may be needed to support identified projects.</li> </ul>
Master Drainage Plan (1993; updated in 2007)	Identifies long-range improvement needs for City drainage or storm water run-off and water quality	The City's operational and capital budgets increase as a result of projects identified in the Master Drainage Plan. <ul style="list-style-type: none"> <li>• Tax rates may increase or bond issuances may occur to support drainage infrastructure improvements needs.</li> </ul>
Master Streetlight Plan (1994)	Provides an inventory of City owned streetlights with replacement schedule based on expected useful life.	Based on funding availability, the annual capital operating budget may increase due to streetlight replacement needs. <ul style="list-style-type: none"> <li>• General Fund revenue sources could be used to support streetlight replacements.</li> </ul>
Information Technology Master Plan (2000)  Technology Strategic Plan (2011-2012)	Identifies needs and replacement of the City's technology resources (hardware and software)	The City's operational and capital budgets increase as a result of projects identified in the Information Technology Master and/or Strategic Plans. <ul style="list-style-type: none"> <li>• Capital lease financing options, General and Enterprise Fund revenue sources could be used to support for IT capital expenses.</li> </ul>
Ground Water Reduction Plan (2001)	Provides estimated water consumption patterns, recommendations for water conservation methods, water rate structures to support capital improvements needed  Based on the Harris-Galveston Coastal Subsidence District regulations on groundwater withdrawal reduction requirements	As funds are available, the City's enterprise fund operational and capital budgets increase due to improvement projects included in the plan. <ul style="list-style-type: none"> <li>• Capital project funding options could include revenue bond issuances, increase utility user fees.</li> </ul>
Main Street Implementation Plan (2004)	Identifies land development options including land parcels within the City's downtown area  Refines and details a potential conceptual plan for town center development	Funding for the downtown improvements would be funded by business owners/developers in the City's downtown area.  The City's operating budget would have limited impact from projects.
Vision 2020 Plan (2005)	Reflects a 20-year vision for the City's future development Addresses change, growth, lifestyle preservation and service level and favorable property tax rate maintenance	Operational revenue and expenditures, property values and tax rate and debt service obligations projections included in the plan are used as a basis for the City's annual budget.
<b>Planning Tool</b>	<b>Purpose</b>	<b>Budgetary Impacts</b>

## City Planning for the Future (cont'd)

<p>Emergency Operations Plan (2016 Update)</p> <p>Hazard Mitigation Plan (2015 Update)</p>	<p>Details the 4 phases of the City's emergency management program: preparedness, response, recovery and mitigation. Provides a guideline to how the city will respond to all hazards that may affect the city.</p> <p>Ensures the City's compliance with state and federal requirements on local hazard mitigation plans. Identifies how the city will mitigate hazards that affect the city to create a more resilient community.</p>	<p>The EOP is necessary for the City to qualify for and maintain the Emergency Management Performance Grant (EMPG) and pre-disaster and post-disaster grant funding (ex. – FEMA).</p> <p>The Hazard Mitigation Plan allows the City to qualify for pre and post disaster mitigation funding.</p>
<p>Utility Master Plan (2008 update)</p>	<p>Provides service maps of the City's existing water and sewer systems</p> <p>Defines un-served or under-served areas in the City for utility service expansion or upgrades</p> <p>Includes estimated construction cost associated with potential projects</p>	<p>Based on funding availability and service level needs, utility capital projects are included in the City's operating and capital budget.</p> <ul style="list-style-type: none"> <li>• Water &amp; sewer user fees, utility impact fees, revenue bonds potential funding sources for utility capital projects.</li> </ul>
<p>Pavement Master Plan (2009)</p>	<p>Provides an inventory, evaluation and assessment of the City's roadways</p> <p>Helps determine the best timing for street rehabilitation or replacement projects to maintain acceptable service levels.</p>	<p>Based on funding availability, street improvement projects identified in the plan are included in the City's annual operating and capital budget.</p> <ul style="list-style-type: none"> <li>• General obligation bond issuance to fund street projects is an option that could impact the City's tax rate.</li> </ul>
<p>Capital Improvements Plan (2010)</p>	<p>Identifies the City's capital expenditure needs, outlines costs and potential funding sources over a 5-year period</p>	<p>Operating and capital budgets would include funding or debt service requirements and operating costs of new projects and infrastructure improvements included in the CIP.</p>
<p>Parks and Open Space Master Plan (2010)</p>	<p>Establishes a 10-year guide for parks and facilities capital improvements</p> <p>Based on National Recreation and Parks Association (NRPA) standards for cities of Friendswood's size and population</p>	<p>Based on service level expectations and available funds, capital improvements and associated operational costs identified in the Plan are included in the City's operational and capital budgets.</p>
<p>Economic Development Marketing Plan and Strategic Plan (2015)</p>	<p>Targets and encourages business and industries whose creation, expansion or relocation to Friendswood will stimulate the City's economy</p>	<p>Operating budget includes funding for marketing and advertising costs identified in the Plans to meet the City's economic development goals.</p>
<p>Library Long-Range Strategic Plan (2012)</p>	<p>Provides citizen survey results and Library Planning Committee input calling for the expansion or relocation of the City's existing Library facility</p> <p>Addresses library service recommended to meet the needs of Friendswood's growing population</p>	<p>Additional operational costs and debt service payments will be included in the City's future operating budgets.</p>
<p>Multi-Year Financial Plan (2017)</p>	<p>Projects the City's General Fund operating budget revenues and expenditures over a 5-year period</p> <p>Forecasts the impact of existing and potential debt service on the City's operating budget</p>	<p>Year 1 of the multi-year financial plan is the basis for the City's annual operating budget</p> <p>Projections included in the plan are adjusted during annual budget development based on service level expectations and current economic factors</p>
<p>City Operating Budget (2017)</p>	<p>Functions as an annual financial, operations, communications and policy guide for carrying out the City's mission of service to its citizens</p>	<p>Revenue and expenditures required to meet the City's established goals make up the City's annual operating budget</p>

# Fund Flowchart



The City of Friendswood utilizes the funds shown above to account for revenue and expenditure transactions.

**Basis of Budgeting and Accounting:**

**Accrual basis** – transactions affecting the fund are recorded or recognized when they occur; rather than when the actual cash is received or payment is made

**Modified Accrual basis** – transactions affecting the fund are recorded or recognized when they become “measurable” and “available” to finance expenditures of the current accounting period

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used by state and local governments to control and manage money for particular purposes and to ensure finance-related legal requirements. The City uses two fund types – governmental and proprietary. The City's audited financial statements include all funds noted in the budget document and classify them by major and non-major funds.

### **GOVERNMENTAL FUNDS**

The City maintains several governmental funds. All governmental funds are budgeted and are presented separately. Each fund schedule includes revenues and expenditures for FY15 actual; FY16 Original and Amended budgets as well as year-to-date actual through June; and the FY17 Adopted Budget. The General Fund and Capital Projects Fund are considered to be major funds. The other funds are non-major funds. The funds and a short description are listed below. Additional detail information about each fund is presented prior to each fund schedule.

#### ***General Fund***

The General Fund is a governmental fund used to account for the resources used to finance the fundamental operations of the City. It is the basic fund of the City and covers all activities for which a separate fund has not been established. Governmental activities include most of the City's basic services, (general government, public safety, community development and public works and parks and recreation.)

#### ***Special Revenue Funds***

Special Revenue Funds are governmental funds used to account for the proceeds of specific revenue sources that are legally restricted to financing specific purposes. There are seven Special Revenue Funds.

- Police Investigation Fund
- Fire/EMS Donation Fund
- Economic Development Administration Grant Fund
- TDRA Disaster Recovery Fund
- Municipal Court Building Security/Technology Fund
- Sidewalk Installation Fund
- Park Land Dedication Fund
- Streets Improvement Fund
- Economic Development Improvements Fund

#### ***Tax Debt Service Fund***

The Tax Debt Service Fund is a governmental fund used to account for property taxes levied for payment of principal and interest on general long-term debt of the City.

#### ***Capital Project Funds***

The Capital Project Funds are governmental funds used to account for proceeds of the sale of Permanent Improvement Bonds.

#### ***1776 Park Trust Fund***

This fund was established in fiscal year 1979-80 to account for 1776 Park assets held by the City in a trustee capacity. The 1776 Park land was donated to the City, along with \$10,000. The funds are invested and the interest earned is used to maintain and/or make improvements to the park.

### **PROPRIETARY FUNDS**

The City maintains two types of proprietary funds. The City uses the Enterprise fund for water and sewer operations. The enterprise fund reports the same functions presented as business-type activities. The second proprietary fund is the Internal Service Fund. This fund is used to account for fleet management services. The funds and a short description follow. Additional detail information about each fund is presented prior to each fund schedule.

#### ***Enterprise Fund***

The Enterprise Fund is used to budget for the acquisition, operation and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges. The business-type activities of the Enterprise Fund include the City's water and sewer system. The Enterprise Fund is maintained in six separate funds in the City's accounting system, but presented as one Enterprise Fund in the Comprehensive Annual Financial Report. However, the City budgets each of the six components as separate Water and Sewer funds. The budgeted Water and Sewer Funds include:

- Water and Sewer Operation Fund
- 2006 Water and Sewer Bond Construction Fund
- 2009 Water and Sewer Bond Construction Fund
- 2016 Water and Sewer Bond Construction Fund
- Water CIP/Impact Fee Fund
- Sewer CIP/Impact Fee Fund
- Water and Sewer Revenue Debt Service Fund

#### ***Internal Service Fund***

This internal service fund was established in fiscal year 2001-02 and is used to account for acquisition and replacement of City vehicles costing less than \$50,000. The budgeted Internal Service fund includes:

- Vehicle Replacement Fund

The following table correlates the City's fund uses by functioning unit. The shaded boxes in blue indicate the departments which utilize the fund identified.

FUND	DEPARTMENT										
	M/CC	CSO	CMO	ASO	PD	FVFD	FMO	CDD	PW	LIB	PR
General Operating											
Police Investigation											
Fire/EMS Donations											
Economic Development (EDA)											
TX Dept. Rural Affairs											
Court Security/Technology											
Streets Improvement Fund											
Economic Development Improvements Fund											
Economic Development (EDA)											
TX Dept. Rural Affairs (TDRA)											
Tax Debt Service											
1776 Park Trust											
Capital Project Funds											
Water & Sewer Operating											
Water & Sewer Bonds											
Water CIP/Impact Fees											
Sewer CIP/Impact Fees											
Water & Sewer Tax Debt											
Vehicle Replacement											

- M/CC – Mayor and City Council
- CSO – City Secretary's Office
- CMO – City Manager's Office
- ASO – Administrative Services Office
- PD – Police Department
- FVFD – Friendswood Volunteer Fire Dept.
- FMO – Fire Marshal's Office
- CDD – Community Development Dept.
- PW – Public Works
- LIB - Library
- PR – Parks & Recreation

## Financial Management Policy

## Financial Management Policy

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**Introduction** The City of Friendswood assumes an important responsibility to its citizens and customers to carefully account for public funds, to manage City finances wisely and to plan for the adequate funding of services desired by the public.

The main goal of this Policy is to help the City achieve a long-term, stable and positive, financial condition. The City's financial management, as directed by this Policy, is based on the foundation of integrity, prudent stewardship, planning, accountability and full disclosure.

The purpose of the Policy is to provide guidance for planning and directing the City's daily financial affairs. This Policy provides a framework in pursuit of the following objectives.

### Financial Objectives

#### Revenues

- Design and administer a revenue system that will assure a reliable, equitable and sufficient revenue stream to support desired City services.

#### Expenditures

- Identify priority services, establish and define appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of these services.

#### Fund Balance/Retained Earnings

- Maintain the fund balance and retained earnings of the various operating funds at levels sufficient to protect the City's credit worthiness, as well as its financial position, during times of emergency.

#### Capital Expenditures and Improvements

- Annually review and monitor the condition of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources.

#### Debt Management

- Establish guidelines for debt financing that will provide needed capital equipment and infrastructure improvements, while minimizing the impact of debt payments on current and future revenues.

#### Investments

- Invest the City's operating cash to ensure its safety, provide necessary liquidity and maximize yield. Return on investment is of least importance compared to the safety and liquidity objectives.

#### Intergovernmental Relations

- Coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis and support appropriate favorable legislation at the state and federal levels.

#### Grants

- Aggressively investigate, pursue and effectively administer federal, state and foundation grants-in-aid, which address the City's current priorities and policy objectives.

### Economic Development

- Initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

### Fiscal Monitoring

- Analyze financial data and prepare reports that reflect the City's financial performance and economic condition.

### Accounting, Auditing and Financial Reporting

- Comply with prevailing federal, state and local statutes and regulations. Conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB), American Institute of Certified Public Accountants (AICPA) and the Government Finance Officers Association (GFOA).

### Internal Control

- Maintain an environment to provide management with reasonable assurance that assets are safeguarded against loss from unauthorized use or disposition.

### Risk Management

- Prevent and/or reduce financial impact to the City of claims and losses through prevention and transfer of liability.

### Budget

- Develop and maintain a balanced budget (defined as a term signifying budgeted expenditures being offset by budgeted revenues), which presents a clear understanding of goals, service levels and performance standards. The document shall, to the extent possible, be "user-friendly" for citizens.

## I. Revenues

The City shall use the following guidelines to design and administer a revenue system that will assure a reliable, equitable and sufficient revenue stream to support desired City services.

### Balance and Diversification in Revenue Sources

- The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in economic conditions, which adversely impact that source.

### User Fees

- For services that benefit specific users, where possible, the City shall establish and collect fees to recover the full direct and indirect cost of those services. City staff shall review user fees on a regular basis to calculate their full cost recovery levels, to compare them to the current fee structure and to recommend adjustments where necessary.

### Property Tax Revenues/Tax Rate

- The City shall endeavor to reduce its reliance on property tax revenues by revenue diversification, implementation and continued use of user fees and economic development. The City shall also strive to stabilize its tax rate and minimize tax rate increases.

### Utility/Enterprise Funds User Fees

- Utility rates and enterprise funds user fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, provide additional funding for capital improvements and provide adequate levels of working capital.

### Administrative Services Charges

- The City shall prepare a cost allocation plan annually to determine the administrative services charges due the General Fund from enterprise funds for overhead and staff support. Where appropriate, the enterprise funds shall pay the General Fund for direct services rendered.

### Revenue Estimates for Budgeting

- In order to maintain a stable level of services, the City shall use a conservative, objective and analytical approach when preparing revenue estimates. The process shall include analysis of probable economic changes and their impacts on revenues, historical collection rates and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year, which otherwise could result in mid-year service reductions.

### Revenue Collection and Administration

- The City shall maintain high collection rates for all revenues by keeping the revenue system as simple as possible to facilitate payment. In addition, since a revenue source should exceed the cost of producing it, the City shall strive to control and reduce administrative costs. The City shall pursue to the full extent allowed by state law all delinquent taxpayers and others overdue in payments to the City.

## II. Expenditures

The City shall use the following guidelines to identify necessary services, establish appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

### Current Funding Basis

- The City shall operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues.

### Avoidance of Operating Deficits

- The City shall take immediate corrective action, if at any time during the fiscal year, expenditure and revenue estimates are such that an operating deficit is projected at year-end.

### Maintenance of Capital Assets

- Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs and to continue acceptable service levels.

### Periodic Program Reviews

- Periodic program review for efficiency and effectiveness shall be performed. Programs not meeting efficiency or effectiveness objectives shall be brought up to required standards, or be subject to reduction or elimination.

### Purchasing

- The City shall make every effort to maximize any discounts offered by creditors/vendors. The City will follow state law and the City of Friendswood Purchasing Manual concerning formal bidding procedures and approval by the City Council. For purchases where competitive bidding is not required, the City shall obtain the most favorable terms and pricing possible.
- The City Manager, or his designee, shall have the authority to approve and sign contracts and/or purchases for budgeted goods or services that do not exceed the state law bid limitation of \$50,000. Contracts or purchases for items in excess of the state law bid limit shall be placed on a Council agenda for action authorizing the Mayor, or his designee's, signature.

### III. Fund Balance/Working Capital/Net Assets

The City shall use the following guidelines to maintain the fund balance and retained earnings of the various operating funds at levels sufficient to protect the City's creditworthiness as well as its financial position from unforeseeable emergencies.

#### General Fund Unassigned Fund Balance

- The City shall strive to maintain the General Fund unassigned fund balance at a minimum of 90 days of prior year audited operating expenditures.
- Any unassigned funds after the fiscal year-end audit will be allowed to accumulate to build this 90-day reserve.
- After the General Fund has gathered sufficient resources, additional unassigned funds will be allowed to accumulate for future General Fund capital improvements.

#### Unrestricted Net Assets of Other Operating Funds; Water and Sewer Working Capital

- In other operating funds, the City shall strive to maintain a positive unrestricted net position to provide sufficient reserves for emergencies and revenue shortfalls. The minimum working capital in the Water and Sewer Fund shall be 90 days of prior year audited operating expenses.
- Any unrestricted funds after the fiscal year-end audit will be allowed to accumulate to build this 90-day reserve.
- After these funds have gathered sufficient resources, additional unrestricted funds will be allowed to accumulate in working capital for future utility/operating fund capital improvements.

#### Use of Fund Balance/ Working Capital

- Fund Balance/ Working Capital may be used in one or a combination of the following ways:
  - Emergencies,
  - One-time expenditures that do not increase recurring operating costs;
  - Major capital purchases; and
  - Start-up expenditures for new programs undertaken at mid-year, provided such action is considered in the context of multiyear projections of program revenues and expenditures.

- Should such use reduce the balance below the appropriate level set as the objective for that fund, the City shall take action necessary to restore the unassigned fund balance or working capital to acceptable levels within three years.

#### IV. Capital Expenditures and Improvements

The City shall annually review and monitor the condition of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources.

##### Capital Improvements Planning Program

- The City shall annually review the Capital Improvements Planning Program (CIP), the current status of the City's infrastructure, replacement and renovation needs and potential new projects and update the program as appropriate. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. For every project, all operation, maintenance and replacement costs shall be fully costed. The CIP shall also present the City's long-term borrowing plan, debt payment schedules and other debt outstanding or planned, including general obligation bonds, revenue bonds and certificates of obligation.

##### Replacement of City Vehicles

- The City shall annually prepare a schedule for the replacement of its vehicles. Within the resources available each fiscal year, the City shall replace these assets according to this schedule.
- The Vehicle Replacement Fund will purchase all City vehicles that cost less than \$50,000. Departments will then make annual contributions to this fund, based on the life expectancy of their equipment, to replace the funds used to purchase vehicles.
- Vehicles and heavy equipment that cost more than \$50,000 may be funded by one of the capital expenditure financing methods discussed below.

##### Capital Expenditures Financing

- The City recognizes that there are several methods of financing capital items. It can budget the funds from current revenues; take the funds from fund balance/working capital, as allowed by the Fund Balance/working capital Policy; utilize funds from grants; or it can borrow the money through some form of debt instrument. Debt financing includes general obligation bonds, revenue bonds, certificates of obligation and capital lease agreements.

##### Capitalization Threshold for Tangible Capital Assets

The Government Finance Officers Association (GFOA) recommends that "best practice" guidelines be followed in establishing capitalization thresholds for tangible capital-type items. Accordingly, the following criteria shall be established with the adoption of this policy.

- Individual items costing \$5,000 or more will be capitalized and depreciated according to Governmental Accounting Standards Board rules. This amount will be adjusted as changes are recommended in GFOA's "best practices" guidelines.
- Tangible capital-type items will only be capitalized if they have any estimated useful life of at least five years following the date of acquisition.
- Capitalization thresholds will be applied to individual items rather than to groups of similar items (e.g., desks and tables).
- Adequate control procedures at the department level will be established to ensure adequate control over noncapitalized tangible items.

### V. Debt Management

The City shall use the following guidelines for debt financing used to provide needed capital equipment and infrastructure improvements, while minimizing the impact of debt payments on current and future revenues.

#### Use of Debt Financing

- Debt financing, to include general obligation bonds, revenue bonds, certificates of obligation and capital lease agreements, shall only be used to acquire capital assets.

#### Amortization of Debt

- Amortization of debt shall be structured in accordance with a multi-year capital improvement plan. The term of a debt issue will never exceed the useful life of the capital asset being financed.

#### Affordability Targets

- The City shall use an objective, analytical approach to determine whether it can afford to assume new debt beyond the amount it retires each year. This process shall compare generally accepted standards of affordability to the current values for the City. These standards shall include debt per capita, debt as a percent of taxable value and debt service payments as a percent of current revenues and current expenditures. The process shall also examine the direct costs and benefits of the proposed expenditures as determined in the City's annual update of the Capital Improvements Planning Program. The decision on whether or not to assume new debt shall be based on these costs and benefits and on the City's ability to afford new debt as determined by the aforementioned standards.

#### Sale Process

- The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated bid.

#### Rating Agencies Presentation

- Full disclosure of operations and open lines of communication shall be made available to the rating agencies. City staff, with assistance of financial advisors, shall prepare the necessary materials and presentation to the rating agencies.

#### Continuing Disclosure

- The City is committed to continuing disclosure of financial and pertinent credit information relevant to the City's outstanding issues.

#### Debt Refunding

- City staff and the financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. A proposed refunding of debt, for interest cost savings, should provide a present value benefit as a percent of refunded principal of at least 3%.

### Continuing Compliance with Federal Tax Covenants

- **Arbitrage Compliance**

Federal income tax laws generally restrict the ability to earn arbitrage in connection with the Obligations. The Responsible Person (as defined below) will review the Closing Documents periodically (at least once a year) to ascertain if an exception to arbitrage compliance applies.

- Procedures applicable to Obligations issued for construction and acquisition purposes. With respect to the investment and expenditure of the proceeds of the Obligations that are issued to finance public improvements or to acquire land or personal property, the Issuer's City Manager (such officer, together with other employees of the Issuer who report to such officer, is collectively, the "Responsible Person") will:
  - Instruct the appropriate person who is primarily responsible for the construction, renovation or acquisition of the facilities financed with the Obligations (the "Project") that (i) binding contracts for the expenditure of at least 5% of the proceeds of the Obligations are entered into within 6 months of the date of closing of the Obligations (the "Issue Date") and that (ii) the Project must proceed with due diligence;
  - Monitor that at least 85% of the proceeds of the Obligations to be used for the construction, renovation or acquisition of the Project are expended within 3 years of the Issue Date;
  - Monitor the yield on the investments purchased with proceeds of the Obligations and restrict the yield of such investments to the yield on the Obligations after 3 years of the Issue Date;
  - Monitor all amounts deposited into a sinking fund or funds pledged (directly or indirectly) to the payment of the Obligations, such as the Interest and Sinking Fund, to assure that the maximum amount invested within such applicable fund at a yield higher than the yield on the Obligations does not exceed an amount equal to the debt service on the Obligations in the succeeding 12 month period plus a carryover amount equal to one-twelfth of the principal and interest payable on the Obligations for the immediately preceding 12-month period; and
  - Ensure that no more than 50% of the proceeds of the Obligations are invested in an investment with a guaranteed yield for 4 years or more.
- Procedures applicable to Obligations with a debt service reserve fund. In addition to the foregoing, if the Issuer issues Obligations that are secured by a debt service reserve fund, the Responsible Person will:
  - Assure that the maximum amount of any reserve fund for the Obligations invested at a yield higher than the yield on the Obligations will not exceed the lesser of (1) 10% of the principal amount of the Obligations, (2) 125% of the average annual debt service on the Obligations measured as of the Issue Date, or (3) 100% of the maximum annual debt service on the Obligations as of the Issue Date.

## Financial Management Policy

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- Procedures applicable to Escrow Accounts for Refunding Issues. In addition to the foregoing, if the Issuer issues Obligations and proceeds are deposited to an escrow fund to be administered pursuant to the terms of an escrow agreement, the Responsible Person will:
  - Monitor the actions of the escrow agent to ensure compliance with the applicable provisions of the escrow agreement, including with respect to reinvestment of cash balances;
  - Contact the escrow agent on the date of redemption of obligations being refunded to ensure that they were redeemed; and
  - Monitor any unspent proceeds of the refunded obligations to ensure that the yield on any investments applicable to such proceeds are invested at the yield on the applicable obligations or otherwise applied (see Closing Documents).
- Procedures applicable to all Tax-exempt Obligation Issues. For all issuances of Obligations, the Responsible Person will:
  - Maintain any official action of the Issuer (such as a reimbursement resolution) stating the Issuer's intent to reimburse with the proceeds of the Obligations any amount expended prior to the Issue Date for the acquisition, renovation or construction of the facilities;
  - Ensure that the applicable information return (e.g., IRS Form 8038-G, 8038-GC, or any successor forms) is timely filed with the IRS; and
  - Assure that, unless excepted from rebate and yield restriction under section 148(f) of the Code, excess investment earnings are computed and paid to the U.S. government at such time and in such manner as directed by the IRS (i) at least every 5 years after the Issue Date and (ii) within 30 days after the date the Obligations are retired.
- Private Business Use  
Generally, to be tax-exempt, only an insignificant amount of the proceeds of each issue of Obligations can benefit (directly or indirectly) private businesses. The Responsible Persons will review the Closing Documents periodically (at least once a year) for the purpose of determining that the use of the facilities financed or refinanced with the proceeds of the Obligations (the "Project") do not violate provisions of federal tax law that pertain to private business use. In addition, the Responsible Persons will:
  - Develop procedures or a "tracking system" to identify all property financed with tax-exempt debt;
  - Monitor and record the date on which the Project is substantially complete and available to be used for the purpose intended;
  - Monitor and record whether, at any time the Obligations are outstanding, any person, other than the Issuer, the employees of the Issuer, the agents of the Issuer or members of the general public has any contractual right (such as a lease, purchase, management or other service agreement) with respect to any portion of the facilities;

- Monitor and record whether, at any time the Obligations are outstanding, any person, other than the Issuer, the employees of the Issuer, the agents of the Issuer or members of the general public has a right to use the output of the facilities (e.g., water, gas, electricity);
  - Monitor and record whether, at any time the Obligations are outstanding, any person, other than the Issuer, the employees of the Issuer, the agents of the Issuer or members of the general public has a right to use the facilities to conduct or to direct the conduct of research;
  - Monitor and record whether, at any time the Obligations are outstanding, any person, other than the Issuer, has a naming right for the facilities or any other contractual right granting an intangible benefit;
  - Monitor and record whether, at any time the Obligations are outstanding, the facilities are sold or otherwise disposed of; and
  - Take such action as is necessary to remediate any failure to maintain compliance with the covenants contained in the Order related to the public use of the Project.
- **Record Retention**

The Responsible Person will maintain or cause to be maintained all records relating to the investment and expenditure of the proceeds of the Obligations and the use of the facilities financed or refinanced thereby for a period ending three (3) years after the complete extinguishment of the Obligations. If any portion of the Obligations is refunded with the proceeds of another series of tax-exempt Obligations, such records shall be maintained until the three (3) years after the refunding Obligations are completely extinguished. Such records can be maintained in paper or electronic format.
  - **Responsible Persons**

Each Responsible Person shall receive appropriate training regarding the Issuer's accounting system, contract intake system, facilities management and other systems necessary to track the investment and expenditure of the proceeds and the use of the Project financed or refinanced with the proceeds of the Obligations. The foregoing notwithstanding, each Responsible Person shall report to the Council whenever experienced advisors and agents may be necessary to carry out the purposes of these instructions for the purpose of seeking Council approval to engage or utilize existing advisors and agents for such purposes.

### VI. Investments

The City's cash shall be invested in such a manner so as to ensure the absolute safety of principal and interest, to meet the liquidity needs of the City and to achieve the highest possible yield in accordance with the City's Investment Policy. Interest earned from investment shall be distributed to the City's funds from which the money was provided.

### VII. Intergovernmental Relations

The City shall coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing government services on an equitable basis and support appropriate favorable legislation at the state and federal levels.

#### Interlocal Cooperation in Delivery of Services

- In order to promote the effective and efficient delivery of services, the City shall work with other local jurisdictions to share on an equitable basis the costs of services, to share facilities and to develop joint programs to improve service to its citizens.

#### Legislative Program

- The City shall cooperate with other jurisdictions to actively oppose any state or federal regulation or proposal that mandates additional City programs or services and does not provide the funding necessary for implementation.

### VIII. Grants

The City shall seek to obtain and effectively administer federal, state and foundation grants-in-aid that address the City's current and future priorities and policy objectives.

#### Grant Guidelines

- The City shall seek to obtain those grants that are consistent with priority needs and objectives identified by Council.

#### Indirect Costs

- The City shall recover indirect costs to the maximum amount allowed by the funding source. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.

#### Grant Review

- The City shall review all grant submittals requiring an in-kind match requirement to determine their potential impact on the operating budget, and the extent to which they meet the City's policy objectives. If there is a cash match requirement, the source of funding shall be identified and approved prior to application.
- Prior to submission, all grant requests will be reviewed by Administrative Services to ensure the benefits to the City exceed the administrative costs incurred throughout the life of the grant.

### Grant Program Termination

- The City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available, unless alternate funding is identified.

## **IX. Economic Development**

The City shall initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

### Commitment to Expansion and Diversification

- The City shall encourage and participate in economic development efforts to expand Friendswood's economy and tax base, to increase local employment and to invest when there is a defined, specific long-term return. These efforts shall not only focus on new areas, but on established sections of the City where development can generate additional jobs and other economic benefits.

### Tax Abatements

- The City of Friendswood is committed to the promotion of quality development in all parts of the City. On a case-by-case basis, the City will give consideration to providing tax abatement on the increment in value added to a particular property by a specific development proposal, which meets the economic goals and objectives of the City.
- The tax abatement shall not apply to any portion of the inventory or land value of the project.
- Tax abatement may be offered on improvements to real property owned by the applicant and/or on new personal property brought to the site by the applicant.
- Tax abatement will not be ordinarily considered for projects which would be developed without such incentives unless it can be demonstrated that higher development standards or other development and community goals will be achieved through the use of the abatement.

### Increase Non-Residential Share of Tax Base

- The City's economic development program shall seek to expand the non-residential share of the tax base to decrease the tax burden on residential homeowners.

### Coordinate Efforts With Other Jurisdictions

- The City's economic development program shall encourage close cooperation with other local jurisdictions to promote the economic well being of this area.

## **X. Fiscal Monitoring**

Reports shall be prepared and presented on a regular basis that analyze, evaluate and forecast the City's financial performance and economic condition.

### Financial Status and Performance Reports

- Monthly reports shall be prepared comparing expenditures and revenues to original and amended budgets, for the month and fiscal year-to-date. Explanatory notes will be included, as needed.

### **XI. Accounting, Auditing and Financial Reporting**

The City shall comply with prevailing local, state and federal regulations. Its accounting practices and financial reporting shall conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB), American Institute of Certified Public Accountants (AICPA) and the Government Finance Officers Association (GFOA). The City Council shall select an independent firm of certified public accountants to perform an annual audit of its accounting and financial reporting practices.

### **XII. Internal Control**

The Director of Administrative Services is responsible for developing citywide, written guidelines on accounting, handling of cash and other financial matters. The Director of Administrative Services will assist Department Directors as needed, in tailoring these guidelines into detailed written procedures to fit each department's specific requirements.

Each Department Director is responsible to ensure that good internal controls are followed throughout his or her department, that all guidelines on accounting and internal controls are implemented and that all independent auditor internal control recommendations are addressed.

### **XIII. Risk Management**

The City will utilize a safety program, an employee health program and a risk management program to prevent and/or reduce the financial impact to the City due to claims and losses. Transfer of liability for claims through transfer to other entities through insurance and/or by contract will be utilized where appropriate. Prevention of loss through the safety program and the employee health program will be employed.

### **XIV. Operating Budget**

The City shall establish an operating budget that shall link revenues and expenditures to City Council goals, service and performance standards.

Any transfer of intradepartmental appropriations shall be authorized, in writing, by the City Manager. No transfer more than \$50,000 shall be authorized by the City Manager without prior approval of the City Council. Written justification shall be attached to each request to the City Manager for a transfer of appropriation and, if authorized, the written justification shall be attached to the City Manager's written authorization. All applicable bidding and purchasing laws shall be followed. New capital projects or projects not otherwise provided for in the budget shall not be funded through transfers.

Charter Budget Provisions  
(excerpt from City of Friendswood Charter)

# Charter Budget Provisions

## Section 8.03. Annual Budget

(A) **Content:** The budget shall provide a complete financial plan of all city funds and activities and, except as required by law or this Charter, shall be in such form as the manager deems desirable or the council may require. A budget message explaining the budget both in fiscal terms and in terms of the work programs shall be submitted with the budget. It shall outline the proposed financial policies of the city for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues, with reasons for such changes. It shall also summarize the city's debt position and include such other material as the manager deems desirable. The budget shall begin with a clear general summary of its contents; shall show in detail all estimated income, the proposed property tax levy, and all proposed expenditures, for the ensuing fiscal year including debt service, and an itemized estimate of the expense of conducting each department of the city. The proposed budget expenditures shall not exceed the total of estimated income. The budget shall be so arranged as to show comparative figures for actual and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year, compared to the estimate for the budgeted year. It shall include in separate sections:

- (1) Tax levies, rates, and collections for the proceeding five years.
- (2) The amount required for interest on the city's debts, for sinking fund and for maturing serial bonds.
- (3) The total amount of outstanding city debts, with a schedule of maturities on bond issues.
- (4) Anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the city and the proposed method of its disposition, subsidiary budgets for each such utility giving detailed income and expenditure information shall be attached as appendices to the budget.
- (5) A capital program, which may be revised and extended each year to indicate capital improvements pending or in process of construction or acquisition, and shall include the following items which shall be attached as appendices to the budget:
  - (a) A summary of proposed programs;
  - (b) A list of all capital improvements which are proposed to be undertaken during five fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;
  - (c) Cost estimates, method of financing and recommended time schedules for each such improvement; and
  - (d) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.
- (6) Such other information as may be required by the council.
  - (b) Submission: On or before the first day of August of each year, the manager shall submit to the council a proposed budget and an accompanying message. The council shall review the proposed budget and revise as deemed appropriate prior to general circulation for public hearing.
  - (c) Public notice and hearing: The council shall post in the city hall and publish in the official newspaper a general summary of their (its) proposed budget and a notice stating:
    - (1) The times and places where copies of the message and budget are available for inspection by the public; and
    - (2) The time and place, not less than ten nor more than 30 days after such publication, for a public hearing on the budget.

## Charter Budget Provisions

(d) Amendment before adoption: After the public hearing, the council may adopt the budget with or without amendment. In amending the budget, it may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt services or for estimated cash deficit, provided that no amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior years.

(e) Adoption: The council shall adopt its annual budget by ordinance, on one reading, by the 15<sup>th</sup> day of September or as soon thereafter as practical. If the council fails to adopt an annual budget before the start of the fiscal year to which it applies, appropriations of the last budget adopted shall be considered as adopted for the current fiscal year on a month to month, pro rata basis, until the annual budget is adopted. Adoption of the budget shall require an affirmative vote of at least a majority of all members of the council. Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated. (Res. No. R88-15, § 3, 5-9-1988; Res. No. R2002, § 7, 2-18-2002, election 5-4-2002)

State law reference – Budgets, V.T.C.A., Local Government Code § 102.001 et seq.

### Section 8.04. Amendments after adoption

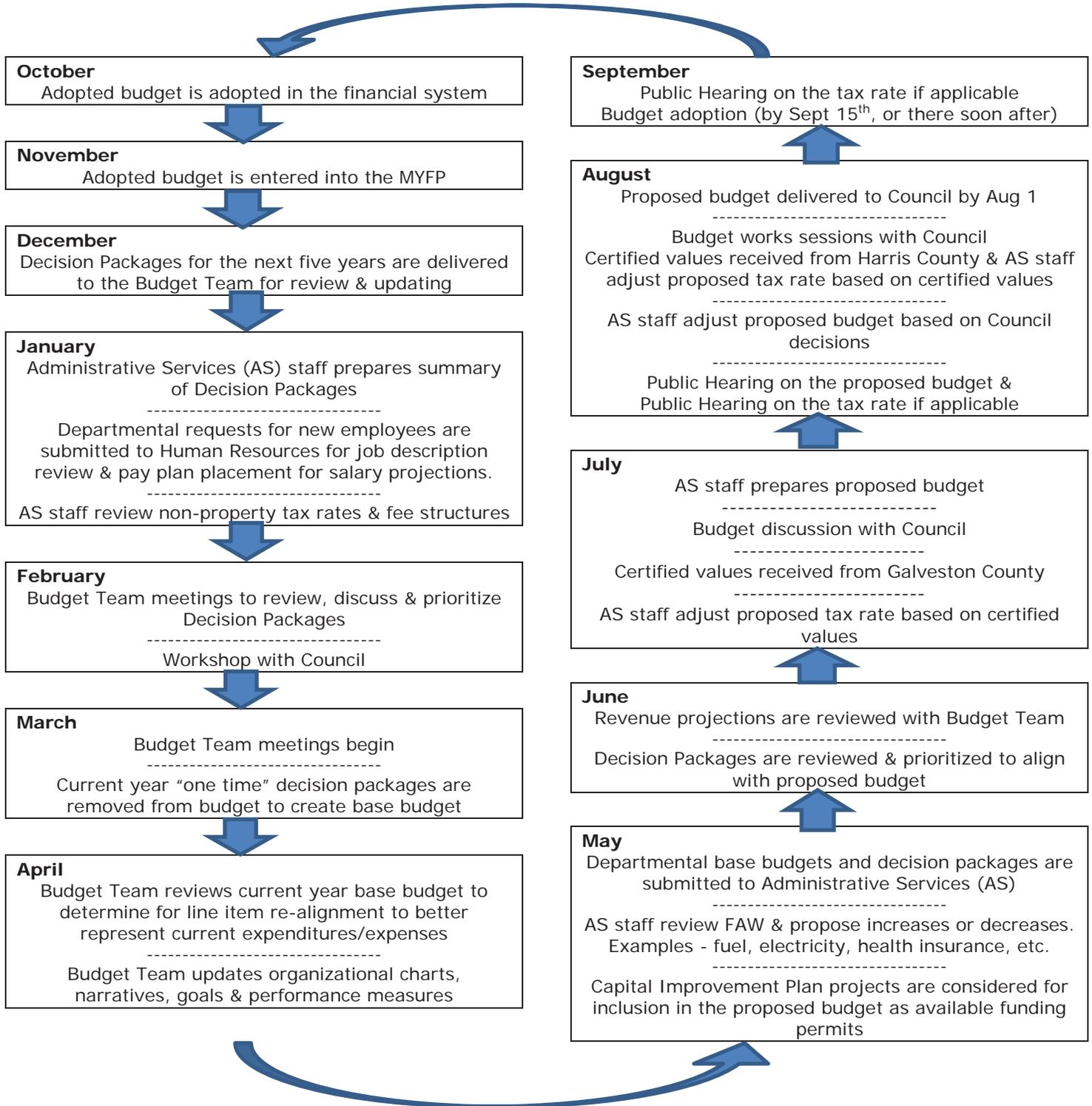
- (a) Supplemental appropriations: If during the fiscal year the manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the council by ordinance may make supplemental appropriation for the year up to the amount of such excess.
- (b) Emergency appropriations: To meet a public emergency created by a natural disaster or manmade calamity affecting life, health, property, or the public peace, the council may make emergency appropriations, not to exceed ten percent of the current fiscal year's budgeted receipts. Such appropriations may be made by emergency ordinance in accordance with the provisions of this Charter. To the extent that there are no available unappropriated revenues to meet such appropriations, the council may by such emergency ordinance authorize the issuance of emergency notes, which may be renewed from time to time.
- (c) Reduction of appropriations: If at any time during the fiscal year it appears probable to the manager that the revenues available will be insufficient to meet the amount appropriated, he/she shall report to the council without delay, indicating the estimated amount of the deficit, any remedial action taken by him and his recommendations as to any other steps to be taken. The council shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may by ordinance reduce one or more appropriations.
- (d) Transfer of appropriations: At any time during the fiscal year the manager may transfer part or all of any unencumbered appropriation balance among programs within a department, division, or office and, upon written request by the manager, the council may by ordinance transfer part or all of any unencumbered appropriation balance from one department, office or agency to another.
- (e) Limitations: No appropriation for debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof.
- (f) Effective date: The supplemental and emergency appropriations and reduction or transfer of appropriations authorized by this section may be effective immediately upon adoption of the ordinance. (Res. No. R88-15, § 3, 5-9-1988)

State law reference - Budgets, V.T.C.A., Local Government Code § 102.001 et seq.

## Budget Process

The City of Friendswood’s budget process is an integral part of the City’s strategic planning. The budget team moves through the process using the City’s core values: **T**rust, **R**espect, **A**ccountability, and **Q**uality or “**TRAQ**” as our guide in decision-making.

The City’s Budget and Multi-Year Financial Plan (MYFP) are interrelated. The proposed budget is reflected as year one of the City’s 5 year Multi-Year Financial Plan; placing current issues in the forefront of our long-range planning perspective. Annually, during budget development and Multi-Year Financial Plan updating, Department Directors assess the needs of the existing services that City departments provide. Management of the City’s budget is a dynamic year-round process which requires reassessment and adjustment based on the needs of our Community.



## Budget Calendar

<b>Month</b>	<b>Activity</b>	<b>Responsible Party</b>
May 30	Departmental base budgets & decision packages submitted to Budget Office	Dept Directors or Designee
June / July	Prepare Revenue Projections, Review Departments Proposed Budget and Decision Packages	Budget Office and Admin Services
June 14	Budget Team Meeting Present Decision Packages and Forces at Work	Dept. Directors or Designee and Budget Team
June 11	Review Key Budget Drivers at City Council Retreat	City Council, City Mgr. and Asst. City Mgr & Budget Team
June 16	Ranking of Decision Packages due to Budget Office	Dept Directors or Designee
June 30	Departmental Narratives, Goals & Org. Charts due to Budget Office	Dept Directors or Designee
July	Review Revenue Projections & Preliminary Budget Priorities	Admin. Services and Budget Team*
	Review Decision Packages & align with Proposed Budget	Admin. Services
July 22	Receive certified property values from Galveston Central Appraisal District (GCAD)	GCAD
	Adjust Proposed Tax Rate (if needed)	Admin Services
July 28	Deliver Budget in Brief to Assistant City Manager for Review	Budget Office, Admin Services and Asst. City Manager
July 28	Proposed Transmittal Letter and Budget In Brief due from Assistant City Manager to Budget Office	Assistant City Manager
	Deliver Proposed Transmittal Letter and Budget in Brief to City Manager for review	City Manager
July 29	Final Draft of Proposed Transmittal Letter and Budget in Brief due from City Manager to Budget Office	City Manager
July 29	Deliver Proposed Budget to City Council (due date per City Charter is August 1st)	City Mgr. & Admin. Services
August 1	Proposed Budget work session with City Council	City Council, City Mgr. and Budget Team
August 8, 15, 22, 29	If needed, Monday dates available to have additional budget work sessions.	City Council, City Mgr. & Budget Team
September 1	Receive certified property values from Houston Central Appraisal District (HCAD)	HCAD
	Adjust Proposed Tax Rate (if needed)	Admin Services
September 2	Publication of Public Hearing on Proposed Budget	Admin. Services and City Secretary's Office
September 12	Public Hearing on Proposed Budget and Record vote on Tax Rate	City Council, City Mgr. and Budget Team
September 21	1 <sup>st</sup> Publication of Proposed Tax Rate	Admin. Services and City Secretary's Office
September 26 (special mtg)	1 <sup>st</sup> Public Hearing on Proposed Tax Rate	City Council, City Mgr. and Budget Team
September 29 (special mtg)	2 <sup>nd</sup> Public hearing on Proposed Tax Rate	City Council, City Mgr. and Budget Team
October 3	First & Final reading of ordinances adopting Budget & Tax Rate	City Council

**Budget Summary  
Fund Summary  
(All Funds)**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Taxes	\$22,513,316	\$23,561,767	\$23,568,901	\$21,069,731	\$24,082,054	\$26,239,758
Permits and Licenses	735,085	717,056	717,056	549,336	771,606	780,324
Intergovernmental Revenues	3,537,946	992,662	334,432	403,995	645,144	239,401
Charges for Services	11,229,797	12,104,971	12,108,891	7,057,852	11,512,507	11,841,053
Fines	844,237	877,358	877,358	582,249	780,424	778,698
Interest	119,710	155,555	155,418	148,461	247,741	126,085
VRF Reimbursements	359,125	355,129	355,129	266,347	355,129	375,718
Miscellaneous Receipts	15,681,521	7,120,362	9,526,370	6,326,431	15,269,795	6,777,562
Use of Fund Balance/Retained Earnings	1,010,887	658,877	10,807,362	7,642,026	13,629,194	5,136,874
<b>Total Revenues</b>	<b>\$56,031,624</b>	<b>\$46,543,737</b>	<b>\$58,450,917</b>	<b>\$44,046,428</b>	<b>\$67,293,594</b>	<b>\$52,295,473</b>

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<b>EXPENDITURES</b>						
General Government	\$5,682,612	\$5,414,602	\$5,726,236	\$3,325,610	\$5,275,946	\$5,635,493
Public Safety	11,463,991	12,085,021	12,500,890	8,428,847	12,308,908	12,920,325
Community Development and Public Works	8,632,819	9,978,361	10,536,428	5,728,710	9,574,301	10,030,935
Parks and Recreation	3,954,700	4,178,708	4,331,976	2,809,341	4,278,955	4,435,093
Vehicle Replacement Fund	427,370	406,090	415,700	379,448	379,448	269,227
Capital Improvements	9,830,253	8,734,160	23,981,541	8,807,997	24,217,499	12,382,985
Debt Service	10,175,731	5,696,672	5,696,672	4,064,405	5,851,785	6,454,050
<b>Total Expenditures</b>	<b>\$50,167,476</b>	<b>\$46,493,614</b>	<b>\$63,189,443</b>	<b>\$33,544,358</b>	<b>\$61,886,842</b>	<b>\$52,128,108</b>

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**Totals above exclude interfund transfers.**

\*\* Amended budget includes prior year encumbrances.

\*\*\* Year end expenditure estimate reflects the depletion of several capital improvement funds at project completion.

\*\*\*\* Net income reflects use of fund balance or retained earnings for operating expenditures.  
FY17 uses totaling \$5,136,874 for operational expenditures in the following funds:

2014/2016 General Obligation Bonds Fund - \$830,978  
Water & Sewer Operations Fund - \$654,884  
2016 Water & Sewer Bond Construction Fund - \$3,616,765  
Water CIP/Impact Fees Fund - \$34,247

**Revenues and Expenditures by Fund**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
General Fund	\$23,610,689	\$23,855,891	\$23,905,406	\$20,856,115	\$24,528,206	\$24,707,340
Police Investigation Fund	43,372	2,526	28,948	12,050	12,129	2,596
Fire/EMS Donation Fund	262,544	269,310	269,310	116,003	171,671	222,225
EDA Grant Fund	209,101	0	89,506	0	89,506	0
TDRA Grant Fund	3,060,981	751,310	0	254,380	255,092	0
Court Security/Technology Fund	31,250	35,375	35,375	20,901	27,868	33,500
Sidewalk Installation Fund	17,278	30	30	46	61	72
Park Land Dedication Fund	43,149	40,500	40,500	31,953	42,604	42,620
Streets Improvement Fund	0	0	0	0	0	955,342
Economic Development Fund	0	0	0	0	0	318,781
Tax Debt Service Fund	4,711,935	2,152,430	2,152,430	2,018,826	2,253,087	2,746,212
GO Bond Construction Funds	9,981,661	6,233,438	8,578,000	35,452	8,625,269	5,853,000
Vehicle Replacement Fund	360,249	356,029	356,029	272,247	361,387	377,218
Water & Sewer Fund	12,222,652	11,773,147	11,773,147	6,821,057	11,194,726	11,379,437
2006 Water & Sewer Bond Construction Fund	1,407	0	0	3,306	4,408	0
2009 Water & Sewer Bond Construction Fund	477	0	0	1,183	1,577	0
2016 Water & Sewer Bond Construction Fund	0	0	0	5,619,530	5,619,530	3,000
Water & Sewer CIP/Impact Fee Funds	461,242	411,959	411,959	338,145	473,001	512,857
Water & Sewer Revenue Debt Service Fund	2,613	2,800	2,800	3,084	4,112	4,200
1776 Park Trust Fund	137	115	115	124	165	200
Use of Fund Balance/Retained Earnings	1,010,887	658,877	10,807,362	7,642,026	13,629,194	5,136,874
<b>Total Revenues</b>	<b>\$56,031,624</b>	<b>\$46,543,737</b>	<b>\$58,450,917</b>	<b>\$44,046,428</b>	<b>\$67,293,594</b>	<b>\$52,295,473</b>
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<b>EXPENDITURES</b>						
General Fund	\$23,796,800	\$25,329,675	\$28,255,704	\$17,501,176	\$27,422,539	\$26,064,180
Police Investigation Fund	43,830	2,276	47,921	30,347	47,921	2,276
Fire/EMS Donation Fund	261,957	269,310	269,310	129,967	255,295	222,225
EDA Grant Fund	208,756	0	34,023	0	89,851	0
TDRA Grant Fund	3,060,685	751,310	370,226	338,906	584,896	0
Court Security/Technology Fund	115,645	27,732	43,749	10,861	43,446	28,570
Sidewalk Installation Fund	0	0	0	0	0	0
Park Land Dedication Fund	29,898	163,001	170,003	0	177,797	42,620
Streets Improvement Fund	0	0	0	0	0	955,342
Economic Development Improvements Fund	0	0	0	0	0	318,781
Tax Debt Service Fund	680,598	2,130,930	2,130,930	1,433,534	2,230,631	2,745,568
GO Bond Construction Funds	3,429,068	6,558,376	14,425,098	4,712,092	14,426,263	6,683,978
Vehicle Replacement Fund	427,370	406,090	415,700	379,448	379,448	269,227
Water & Sewer Fund	8,499,260	7,656,130	12,435,719	6,390,411	11,625,782	7,772,152
2006 Water & Sewer Bond Construction Fund	148,749	0	1,002,612	109,973	1,010,471	0
2009 Water & Sewer Bond Construction Fund	94,687	0	389,664	6,739	338,306	0
2016 Water & Sewer Bond Construction Fund	0	0	0	0	0	3,619,765
Water and Sewer CIP/Impact Fee Funds	0	0	0	0	0	0
Water & Sewer Revenue Debt Service Fund	9,370,173	3,198,784	3,198,784	2,500,904	3,254,196	3,403,425
1776 Park Trust Fund	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>\$50,167,476</b>	<b>\$46,493,614</b>	<b>\$63,189,443</b>	<b>\$33,544,358</b>	<b>\$61,886,842</b>	<b>\$52,128,108</b>
			**		***	****

Totals above exclude interfund transfers.

\*\* Amended budget includes prior year encumbrances.

\*\*\* Year end expenditure estimate reflects the depletion of several capital improvement funds at project completion.

\*\*\*\* Net income reflects use of fund balance or retained earnings for operating expenditures.  
FY17 uses totaling \$5,136,874 for operational expenditures in the following funds:

2014/2016 General Obligation Bonds Fund - \$830,978  
Water & Sewer Operations Fund - \$654,884  
2016 Water & Sewer Bond Construction Fund - \$3,616,765  
Water CIP/Impact Fees Fund - \$34,247

## General Fund

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The General Fund accounts for the resources used to finance the fundamental operations of the City. It is the basic fund of the City and covers all activities for which a separate fund has not been established. The basis of budgeting for the General Fund is modified accrual and is the same as the basis of accounting used in the Comprehensive Annual Financial Report. The principal sources of revenue of the General Fund include property taxes, sales and use taxes, franchise taxes, fines and forfeitures, permits and fees, and charges for services. Expenditures include general government, public safety, community development, public works, and community services.

**General Fund (001)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Property Tax	\$13,894,077	\$14,769,268	\$14,769,268	\$14,044,655	\$14,737,906	\$15,151,517
Sales Tax	5,253,659	4,956,193	4,956,193	4,027,883	5,372,934	5,372,934
Franchise	1,726,557	1,644,011	1,651,145	950,993	1,780,494	1,657,673
Mixed Drink	37,527	41,965	41,965	29,666	40,390	41,400
Licenses and Permits	735,085	717,056	717,056	549,336	771,606	780,324
Intergovernmental Revenue	268,209	241,352	244,926	149,615	300,546	239,401
Charges for Services	296,661	283,610	287,530	239,308	317,053	305,741
Fines and Forfeitures	813,962	842,858	842,858	562,405	753,965	746,698
Interest Earned	64,771	111,960	111,960	87,127	165,206	74,191
Other	520,082	247,618	282,505	213,094	286,073	337,461
Asset Disposition	99	0	0	2,033	2,033	0
<b>Total Revenues</b>	<b>\$23,610,689</b>	<b>\$23,855,891</b>	<b>\$23,905,406</b>	<b>\$20,856,115</b>	<b>\$24,528,206</b>	<b>\$24,707,340</b>
<b>EXPENDITURES</b>						
Mayor & Council	\$698,234	\$272,776	\$306,195	\$148,421	\$276,802	\$276,545
City Secretary	419,637	487,160	493,960	316,193	466,496	504,850
City Manager	744,057	823,105	852,436	594,305	804,802	1,034,332
Administrative Services	3,365,587	3,347,113	3,585,306	1,929,499	3,229,263	3,323,261
Police	8,922,658	9,650,212	9,750,393	6,472,015	9,599,250	10,347,845
Friendswood Volunteer Fire Dept	1,442,162	1,499,035	1,499,735	1,134,356	1,504,175	1,598,698
Fire Marshal	802,696	833,414	1,086,740	781,268	1,055,779	855,768
Community Development	925,947	1,039,042	1,039,080	660,434	947,084	971,429
Public Works	2,066,349	2,237,637	2,242,840	1,416,274	2,192,890	2,253,859
Library Services	1,036,843	1,125,330	1,156,528	717,317	1,104,600	1,158,171
Parks and Recreation	2,917,857	3,053,378	3,175,448	2,092,024	3,174,355	3,276,922
<b>Total Operations</b>	<b>\$23,342,027</b>	<b>\$24,368,202</b>	<b>\$25,188,661</b>	<b>\$16,262,106</b>	<b>\$24,355,496</b>	<b>\$25,601,680</b>
Streets	\$0	\$808,973	\$2,132,284	\$633,789	\$2,132,284	\$462,500
Drainage	0	0	0	0	0	0
Parks	447,298	0	595,804	400,831	595,804	0
Equipment	0	95,000	95,000	0	95,000	0
Facility	7,475	57,500	243,955	204,450	243,955	0
<b>Total Improvements</b>	<b>\$454,773</b>	<b>\$961,473</b>	<b>\$3,067,043</b>	<b>\$1,239,070</b>	<b>\$3,067,043</b>	<b>\$462,500</b>
<b>Total Expenditures</b>	<b>\$23,796,800</b>	<b>\$25,329,675</b>	<b>\$28,255,704</b>	<b>\$17,501,176</b>	<b>\$27,422,539</b>	<b>\$26,064,180</b>
Operating Transfers In	\$1,226,205	\$1,321,284	\$1,321,284	\$880,856	\$1,321,284	\$1,358,744
Operating Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0
Use of Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	\$1,040,094	(\$152,500)	(\$3,029,014)	\$4,235,795	(\$1,573,049)	\$1,904
<b>Beginning Fund Balance</b>	<b>\$12,519,580</b>	<b>\$13,559,674</b>	<b>\$13,559,674</b>	<b>\$13,559,674</b>	<b>\$13,559,674</b>	<b>\$11,986,625</b>
<b>Ending Fund Balance</b>	<b>\$13,559,674</b>	<b>\$13,407,174</b>	<b>\$10,530,660</b>	<b>\$17,795,469</b>	<b>\$11,986,625</b>	<b>\$11,988,529</b>

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\*\* Projected fund balance at September 30, 2016 is \$12.0 million. Approximately \$548,000 is restricted, designated and reserved. \$1.4 million is committed (Mud Gulley and Parks Improvements); leaving an undesignated fund balance of \$10.1 million, which includes a 90-day operating reserve of \$5.8 million as set forth in the City's financial policies.

The reserve is designed "to protect the City's creditworthiness as well as its financial position from unforeseeable emergencies."

The policies state that "additional undesignated funds will be allowed to accumulate in a fund designated for future General Fund capital improvements."

These funds are used to account for the proceeds of specific revenue sources that are legally restricted to financing specific purposes. The basis of budgeting for all Special Revenue Funds is the modified accrual method and is the same as the basis of accounting used in the Comprehensive Annual Financial Report. The following describes the various types of Special Revenue Funds used by the City:

### **Police Investigation Fund**

This fund is used to account for revenues that are restricted to police investigation expenditures.

### **Fire/EMS Donation Fund**

This fund is used to account for revenues that are restricted for Fire/EMS capital outlays and debt repayments. The principal sources of revenues are donations received from residents and proceeds from the sale of capital equipment. The revenues are used to purchase fire trucks, ambulances and other capital equipment for four fire stations and Friendswood volunteer fire fighting and emergency medical services personnel.

### **Economic Development Administration**

This fund is used to account for receipts from the U.S. Department of Commerce EDA Grant to support the FM 2351/Beamer Road utility improvements, traffic signal installation, median landscaping and irrigation. The City received a \$2 million grant in fiscal year 2008-2009 for the project. As expenditures are incurred, the City will submit reimbursement requests to the U.S. Department of Commerce. The fund will be closed out at the completion of the projects.

### **TDRA Disaster Recovery Fund**

This fund is used to account for receipts from the Texas Department of Rural Affairs to provide backup emergency power to a number of critical city facilities and for partial funding of fire station renovations. The grant funds will be used to purchase natural gas generators to 30+ utility facilities (lift stations, water plants, etc.) and three fire stations. Grant funding will also be used to partially fund renovations at Fire Station #3 which was heavily damaged during Hurricane Ike. The City received a \$2.55 million grant in fiscal year 2009-2010 for the projects. Additional funding awarded to expand Friendswood Link Road and upgrade the Public Works SCADA system. The fund will be closed out at the completion of the projects.

### **Court Building Security & Technology Fund**

In 1999, the State Legislature authorized a Court Technology and Court Security Fee for Municipal Court fines. Those who pay citations at the Friendswood Municipal Court contribute to this fund. The fees collected can be used to fund court related security and technology projects.

### **Sidewalk Installation Fund**

This fund is used to account for receipts from developers to install sidewalks in neighborhood developments. The fund will be closed out at the completion of the project(s).

### **Park Land Dedication Fund**

This fund is used to account for receipts from developers to build or enhance City parks. The receipts remain in the fund until such time as the Community Services department submits a decision package during the budget preparation process to use the funds for specific park projects or submits a request to the City Manager and City Council for a supplemental appropriation. In September 2012, City Council approved the collection of community park fees only; eliminating the collection of neighborhood park fees. Also in September 2012, City Council authorized full use of fund balance of this fund for development/improvements at Lake Friendswood, Centennial Park, Stevenson Park, Imperial Estates and 1776 Park proposed by the Parks Sub-Committee appointed by City Council.

### **Streets Improvement Fund**

This fund is used to account for revenues collected from the optional additional 3/8 of 1% sales tax adopted by voters in May 2016 for maintenance of the City's existing streets.

### **Economic Development Improvement Fund**

This fund is used to account for revenues collected from the optional additional 1/8 of 1% percent 4B sales tax adopted by voters in May 2016 for improvements in the City's downtown area.

**Police Investigation Funds (101, 102 & 103)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Federal Government	\$2,347	\$2,276	\$1,737	\$107	\$107	\$2,276
State Government	40,752	0	27,098	11,707	11,707	0
Interest	273	250	113	236	315	320
Other	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$43,372</b>	<b>\$2,526</b>	<b>\$28,948</b>	<b>\$12,050</b>	<b>\$12,129</b>	<b>\$2,596</b>
<b>EXPENDITURES</b>						
Public Safety						
Special Operations	\$43,830	\$2,276	\$47,921	\$30,347	\$47,921	\$2,276
<b>Total Expenditures</b>	<b>\$43,830</b>	<b>\$2,276</b>	<b>\$47,921</b>	<b>\$30,347</b>	<b>\$47,921</b>	<b>\$2,276</b>
Increase (Decrease) in Fund Balance	(\$458)	\$250	(\$18,973)	(\$18,297)	(\$35,792)	\$320
<b>Beginning Fund Balance</b>	<b>\$58,184</b>	<b>\$57,726</b>	<b>\$57,726</b>	<b>\$57,726</b>	<b>\$57,726</b>	<b>\$21,934</b>
<b>Ending Fund Balance</b>	<b>\$57,726</b>	<b>\$57,976</b>	<b>\$38,753</b>	<b>\$39,429</b>	<b>\$21,934</b>	<b>\$22,254</b>

**Fire/EMS Donation Fund (131)**  
**Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Donations	\$262,343	\$269,200	\$269,200	\$115,854	171,472	\$222,000
Interest	201	110	110	149	199	225
Reimbursements	0	0	0	0	0	0
Asset Disposition	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$262,544</b>	<b>\$269,310</b>	<b>\$269,310</b>	<b>\$116,003</b>	<b>\$171,671</b>	<b>\$222,225</b>
<b>EXPENDITURES</b>						
Public Safety	\$137,000	\$72,352	\$72,352	\$0	\$58,337	\$87,168
Debt Service	124,957	196,958	196,958	129,967	196,958	135,057
<b>Total Expenditures</b>	<b>\$261,957</b>	<b>\$269,310</b>	<b>\$269,310</b>	<b>\$129,967</b>	<b>\$255,295</b>	<b>\$222,225</b>
<b>OTHER FINANCING SOURCES</b>						
Transfers In (Out)	\$0	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	\$587	\$0	\$0	(\$13,964)	(\$83,624)	\$0
<b>Beginning Fund Balance</b>	<b>\$83,037</b>	<b>\$83,624</b>	<b>\$83,624</b>	<b>\$83,624</b>	<b>\$83,624</b>	<b>(\$0)</b>
<b>Ending Fund Balance</b>	<b>\$83,624</b>	<b>\$83,624</b>	<b>\$83,624</b>	<b>\$69,660</b>	<b>(\$0)</b>	<b>(\$0)</b>

Donated funds are disbursed to the Friendswood Volunteer Fire Department on a quarterly basis.  
Funds are used to purchase capital equipment; primarily fleet.

FY17 Debt Service includes the following:

7th of 8 principal & interest payment for a fire truck purchased in FY11

2nd of 8 principal & interest payment for a fire truck purchased in FY15

**Economic Development Administration Grant Fund (140)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Grant Revenue	\$208,756	\$0	\$89,506	\$0	\$89,506	\$0
Interest Earned	345	0	0	0	0	0
<b>Total Revenues</b>	<b>\$209,101</b>	<b>\$0</b>	<b>\$89,506</b>	<b>\$0</b>	<b>\$89,506</b>	<b>\$0</b>
<b>Other Financing Sources</b>						
Transfers In or Out	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Other Financing Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenue &amp; Financing Sources</b>	<b>\$209,101</b>	<b>\$0</b>	<b>\$89,506</b>	<b>\$0</b>	<b>\$89,506</b>	<b>\$0</b>
<b>EXPENDITURES</b>						
Capital Improvements	\$208,756	\$0	\$34,023	\$0	\$89,851	\$0
<b>Total Expenditures</b>	<b>\$208,756</b>	<b>\$0</b>	<b>\$34,023</b>	<b>\$0</b>	<b>\$89,851</b>	<b>\$0</b>
Increase (Decrease) in Fund Balance	\$345	\$0	\$55,483	\$0	(\$345)	\$0
<b>Beginning Fund Balance</b>	<b>\$0</b>	<b>\$345</b>	<b>\$345</b>	<b>\$345</b>	<b>\$345</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$345</b>	<b>\$345</b>	<b>\$55,828</b>	<b>\$345</b>	<b>\$0</b>	<b>\$0</b>

\* Fund created in FY09 to record revenue and expenditures related to the Economic Development Administration grant received by the City for the FM 2351/Beamer Road utility improvements project.

The fund is expected to be closed out at completion of the following FY16 projects approved for grant funding:  
FM 2351/Beamer Road landscaping & irrigation

**TDRA Disaster Recovery Grant (142)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Grant Revenue	\$3,060,685	\$751,310	\$0	\$252,245	\$252,245	\$0
Interest Earned	296	0	0	2,135	2,847	0
<b>Total Revenues</b>	<b>\$3,060,981</b>	<b>\$751,310</b>	<b>\$0</b>	<b>\$254,380</b>	<b>\$255,092</b>	<b>\$0</b>
<b>Other Financing Sources</b>						
Transfers (In or Out)	\$272,858	\$0	\$56,650	\$0	\$56,650	\$0
<b>Total Other Financing Sources</b>	<b>\$272,858</b>	<b>\$0</b>	<b>\$56,650</b>	<b>\$0</b>	<b>\$56,650</b>	<b>\$0</b>
<b>Total Revenue &amp; Financing Sources</b>	<b>\$3,333,839</b>	<b>\$751,310</b>	<b>\$56,650</b>	<b>\$254,380</b>	<b>\$311,742</b>	<b>\$0</b>
<b>EXPENDITURES</b>						
<b>Capital Improvements</b>						
Public Safety						
Emergency Management	\$3,040,685	\$751,310	\$60,718	\$60,718	\$275,388	\$0
Public Works						
Emergency Management	20,000	0	309,508	278,188	309,508	0
<b>Total Expenditures</b>	<b>\$3,060,685</b>	<b>\$751,310</b>	<b>\$370,226</b>	<b>\$338,906</b>	<b>\$584,896</b>	<b>\$0</b>
Increase (Decrease) in Fund Balance	\$273,154	\$0	(\$313,576)	(\$84,526)	(\$273,154)	\$0
<b>Beginning Fund Balance</b>	<b>\$0</b>	<b>\$273,154</b>	<b>\$273,154</b>	<b>\$273,154</b>	<b>\$273,154</b>	<b>(\$0)</b>
<b>Ending Fund Balance</b>	<b>\$273,154</b>	<b>\$273,154</b>	<b>(\$40,422)</b>	<b>\$188,628</b>	<b>(\$0)</b>	<b>(\$0)</b>

\* Fund created in FY10 to record revenue and expenditures related to the TDRA Disaster Recovery Grant, received by the City for back-up generators installed at several City facilities and Fire Station #3 renovations.

\*\* The City was awarded additional TDRA Disaster Recovery Grant funds to complete the expansion of Friendswood Link Road and to upgrade the Public Works Supervisory Control and Data Acquisition (SCADA) system which monitors the day to day health of the City's water/wastewater systems.

The fund will be closed out at completion of the projects.

**Municipal Court Building Security & Technology Fund (150)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Court Security Fees	\$12,874	\$14,500	\$14,500	\$8,496	\$11,328	\$15,000
Court Technology Fee	17,401	20,000	20,000	11,348	15,131	17,000
Interest	975	875	875	1,057	1,409	1,500
<b>Total Revenues</b>	<b>\$31,250</b>	<b>\$35,375</b>	<b>\$35,375</b>	<b>\$20,901</b>	<b>\$27,868</b>	<b>\$33,500</b>
<b>EXPENDITURES</b>						
Court Security Projects	\$98,406	\$11,869	\$11,894	\$8,693	\$11,591	\$12,225
Court Technology Projects	17,239	15,863	31,855	2,168	31,855	16,345
<b>Total Expenditures</b>	<b>\$115,645</b>	<b>\$27,732</b>	<b>\$43,749</b>	<b>\$10,861</b>	<b>\$43,446</b>	<b>\$28,570</b>
Operating Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	(\$84,395)	\$7,643	(\$8,374)	\$10,040	(\$15,578)	\$4,930
<b>Beginning Fund Balance</b>	<b>\$269,762</b>	<b>\$185,367</b>	<b>\$185,367</b>	<b>\$185,367</b>	<b>\$185,367</b>	<b>\$169,789</b>
<b>Ending Fund Balance</b>	<b>\$185,367</b>	<b>\$193,010</b>	<b>\$176,993</b>	<b>\$195,407</b>	<b>\$169,789</b>	<b>\$174,719</b>

\*

\* The projected 2.9% increase in fund balance in the Court Security/Technology Fund is due to the following:  
Minimal court security and technology expenses anticipated in FY16.  
Municipal Court Building Security funds will be utilized to support Municipal Court staff security training and related travel expenses.

FY16 expenditures include the residual implementation cost associated with new software (Tyler Technologies' Incode) in the Municipal Cou

As of 7/23/16, the fund balance equity share of the Court Security/Court Technology Fund is approximately:  
Court Security is 77.4%  
Court Technology is 22.6%

**Sidewalk Installation Fund (160)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Revenue	\$17,232	\$0	\$0	\$0	\$0	\$0
Interest Earned	46	30	30	46	61	72
<b>Total Revenues</b>	<b>\$17,278</b>	<b>\$30</b>	<b>\$30</b>	<b>\$46</b>	<b>\$61</b>	<b>\$72</b>
<b>EXPENDITURES</b>						
Operating Transfers In/Out	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvements	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Increase (Decrease) in Fund Balance	\$17,278	\$30	\$30	\$46	\$61	\$72
<b>Beginning Fund Balance</b>	<b>\$3,245</b>	<b>\$20,523</b>	<b>\$20,523</b>	<b>\$20,523</b>	<b>\$20,523</b>	<b>\$20,584</b>
<b>Ending Fund Balance</b>	<b>\$20,523</b>	<b>\$20,553</b>	<b>\$20,553</b>	<b>\$20,569</b>	<b>\$20,584</b>	<b>\$20,656</b>

\*

\*Fund utilized to record revenue collected from developers and expenditures related to sidewalk development in Friendswood.

**Park Land Dedication Fund (164)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Community Parks Fees	\$42,600	\$40,000	\$40,000	\$31,500	\$42,000	\$42,000
Other Program Fees	0	0	0	0	0	0
Interest Earned	549	500	500	453	604	620
<b>Total Revenues</b>	<b>\$43,149</b>	<b>\$40,500</b>	<b>\$40,500</b>	<b>\$31,953</b>	<b>\$42,604</b>	<b>\$42,620</b>
<b>EXPENDITURES</b>						
Operating Transfers In/Out	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvements	29,898	163,001	170,003	0	177,797	42,620
<b>Total Expenditures</b>	<b>\$29,898</b>	<b>\$163,001</b>	<b>\$170,003</b>	<b>\$0</b>	<b>\$177,797</b>	<b>\$42,620</b>
Increase (Decrease) in Fund Balance	\$13,251	(\$122,501)	(\$129,503)	\$31,953	(\$135,193)	\$0
<b>Beginning Fund Balance</b>	<b>\$121,942</b>	<b>\$135,193</b>	<b>\$135,193</b>	<b>\$135,193</b>	<b>\$135,193</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$135,193</b>	<b>\$12,693</b>	<b>\$5,690</b>	<b>\$167,146</b>	<b>\$0</b>	<b>\$0</b>

\*

\*Fund balance in the Park Land Dedication Fund will be depleted in FY16 for the following uses:

Community parks improvements including Lake Friendswood development authorized by City Council in FY12

09/10/12 - City Council took action to utilize remaining available resources in the Park Land Dedication Fund for improvements in community parks.

9/28/15 - City Council proposed use of Park Land Dedication Fund revenue to purchase a new drinking fountain for Centennial Park in FY16.

**Streets Improvement Fund (170)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Sales Taxes	\$0	\$0	\$0	\$0	\$0	\$954,842
Other Program Fees	0	0	0	0	0	0
Interest Earned	0	0	0	0	0	500
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$955,342</b>
<b>EXPENDITURES</b>						
Operating Transfers In/Out	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvements	0	0	0	0	0	955,342
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$955,342</b>
Increase (Decrease) in Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0
<b>Beginning Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*

\*Fund established in FY17 to record sales tax revenue collected for City streets maintenance and improvements.

City of Friendswood's sales tax rate increased from 7.75% to 8.25% with voter approval in May 2016. The 1/2 cent sales tax rate increase is distributed in the following manner:

\$0.00375 for Streets maintenance and improvements

\$0.00125 for Economic Development improvements in the City's downtown area

Projected revenue and expenditures reduced by 1/4 from original proposed budget to account for delayed collection start date in FY17.

**Economic Development Improvements Fund (175)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Sales Taxes	\$0	\$0	\$0	\$0	\$0	\$318,281
Other Program Fees	0	0	0	0	0	0
Interest Earned	0	0	0	0	0	500
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$318,781</b>
<b>EXPENDITURES</b>						
Operating Transfers In/Out	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvements	0	0	0	0	0	318,781
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$318,781</b>
Increase (Decrease) in Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0
<b>Beginning Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*

\*Fund established in FY17 to record sales tax revenue collected for economic development improvements of the City's downtown area.

City of Friendswood's sales tax rate increased from 7.75% to 8.25% with voter approval in May 2016. The 1/2 cent sales tax rate increase is distributed in the following manner:

- \$0.00125 for Economic Development improvements in the City's downtown area
- \$0.00375 for Streets maintenance and improvements

Projected revenue and expenditures reduced by 1/4 from original proposed budget to account for delayed collection start date in FY17.

The Tax Debt Service Fund is used to account for property taxes levied for payment of principal and interest on all general long-term debt of the City. The basis of budgeting for the Tax Debt Service Fund is the modified accrual method and is the same as the basis of accounting reported in the Comprehensive Annual Financial Report.

**Debt Limits**

As a City Council-City Manager form of government, the City of Friendswood is not limited by law in the amount of debt it may issue. The City's Charter states: "In keeping with the Constitution of the State of Texas and not contrary thereto, the City of Friendswood shall have the power to borrow money on the credit of the City for any public purpose not now or hereafter prohibited by the Constitution and laws of the State of Texas, and shall have the right to issue all tax bonds, revenue bonds, funding and refunding bonds, time warrants and other evidence of indebtedness as now authorized or as may hereafter be authorized to be issued by cities and towns by the laws of the State of Texas."

Article 11, Section 5 of the State of Texas Constitution states in part: "but no tax for any purpose shall ever be lawful for any one year, which shall exceed two and one-half percent (2.5%) of the taxable property of such city."

This means the City of Friendswood (as a Home-Rule city) cannot adopt a tax rate greater than \$2.50 per \$100 taxable property value.

This year's proposed budget reflects an adopted tax rate of \$0.5460 per \$100 of net assessed value at 100% collection on a projected net assessed tax base of \$3,267,348,436.

Per the City's Financial Advisor, using the Texas Attorney General's guideline for home-rule cities, the City's legal debt margin is based on a tax rate of \$1.35 per \$100 of net assessed property value with a projected 100% collection of the tax levy. For FY17, the City's legal debt margin is \$44,109,204. This means the City could issue debt (bonds) up to an amount that generates a maximum annual debt service requirement of \$44,109,204 or less.

**Legal Debt Margin Calculation**

Data needed for the calculation includes the City's estimated net assessed property valuation (\$3,267,348,436), the Texas Constitution home-rule cities maximum debt service requirement amount (\$44,109,204) and the City's maximum annual debt service requirement amount (\$5,664,077).

To determine the City's maximum legal debt service requirement, divide the estimated net assessed value by \$100 and multiply by the Texas Attorney General home-rule maximum tax rate of \$1.35.

$$\mathbf{\$3,267,348,436 / \$100 \times \$1.35 = \$44,109,204}$$

The City's maximum annual G.O. debt service requirement of \$5,664,077 is taken from the debt service to maturity schedules found in the Debt & Capital section of the budget document.

To determine the City's legal debt margin, subtract the City's maximum annual debt service requirement amount from the City's maximum legal debt service requirement amount.

$$\text{Friendswood's Legal Debt Margin} = \$44,109,204 \text{ minus } \$5,664,077 \text{ or } \mathbf{\$38,445,127}$$

According to the City's Financial Advisor, a debt margin of \$38,445,127 translates into additional debt capacity of about \$410 million in bonds (depending on factors such as the number of sales and the interest environment).

**Tax Debt Service Fund (201)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>REVENUES</b>						
Ad Valorem Taxes	\$1,601,496	\$2,125,330	\$2,125,330	\$2,016,534	\$2,125,330	\$2,718,112
Delinquent Property Taxes	0	25,000	25,000	0	25,000	25,000
Interest	2,150	2,100	2,100	2,292	3,056	3,100
<b>Total Revenues</b>	<b>\$1,603,646</b>	<b>\$2,152,430</b>	<b>\$2,152,430</b>	<b>\$2,018,826</b>	<b>\$2,153,386</b>	<b>\$2,746,212</b>
<b>EXPENDITURES</b>						
Debt Service						
Principal	\$1,160,531	\$1,980,881	\$1,980,881	\$1,448,977	\$1,980,881	\$3,233,720
Interest	600,203	996,249	996,249	450,723	996,249	2,132,573
Fiscal Agent Fees	0	5,600	5,600	2,000	5,600	7,850
Bond Issuance Costs	163,472	0	0	99,701	99,701	0
<b>Total Expenditures</b>	<b>\$1,924,206</b>	<b>\$2,982,730</b>	<b>\$2,982,730</b>	<b>\$2,001,401</b>	<b>\$3,082,431</b>	<b>\$5,374,143</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Bond Proceeds	\$3,108,289	\$0	\$0	\$0	\$99,701	\$0
Operating Transfers	1,243,608	851,800	851,800	567,867	851,800	2,628,575 **
Payments to Escrow Agent	(3,983,814)	0	0	0	0	0
<b>Total Other Financing Sources (Uses)</b>	<b>\$368,083</b>	<b>\$851,800</b>	<b>\$851,800</b>	<b>\$567,867</b>	<b>\$951,501</b>	<b>\$2,628,575</b>
Increase (Decrease) in Fund Balance	\$47,523	\$21,500	\$21,500	\$585,292	\$22,456	\$644
<b>Beginning Fund Balance</b>	<b>\$130,147</b>	<b>\$177,670</b>	<b>\$177,670</b>	<b>\$177,670</b>	<b>\$177,670</b>	<b>\$200,126</b>
<b>Ending Fund Balance</b>	<b>\$177,670</b>	<b>\$199,170</b>	<b>\$199,170</b>	<b>\$762,962</b>	<b>\$200,126</b>	<b>\$200,770</b>

\*

\*Tax debt service fund balance is estimated to increase by 0.32% in FY17 due to additional tax revenue from penalty & interest payments on delinquent property taxes.

Debt service payments in this fund include:

- Ongoing General Obligation Bonds & tax debt supported capital expenditures purchased in FY09 (FVFD fire truck)
- Principal & interest payments on General Obligation Bonds issued in 2010 for \$3.485 million
- Principal & interest payments on General Obligation Bonds issued in 2016 for \$9.742 million (round 2 of bonds authorized by voters in 2013)

\*\* Transfer to Tax Debt Service fund to pay principal, interest and fiscal agent fees on 2010 refinancing of 2001 Water & Sewer Revenue Bonds, 2014 refinancing of a portion of the 2006 Water & Sewer Revenue Bonds as General Obligation Bonds, 2016 refinancing of remaining portion of the 2006 Water & Sewer Revenue Bonds as General Obligation Bonds, and 2016 refinancing a portion of the 2009 Water & Sewer Revenue Bonds as General Obligation Bonds.

Debt Service payments of the refinanced bonds are funded by water and sewer revenue.

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**Capital Project Fund**

The Capital Project Fund is used to account for proceeds on the sale of Permanent Improvement Bonds. The bonds, in the amount of \$20,085,000, were approved by voter election on February 1, 2003 to fund improvements for:

Public Safety Facilities	\$ 7,380,000
Drainage	5,575,000
Streets and Thoroughfares	4,055,000
<u>Centennial Park</u>	<u>3,075,000</u>
Total	\$20,085,000

The final portion of the authorized bonds totaling \$3.485 million was issued in 2010 for street reconstruction of Blackhawk Blvd., Wandering Trails and Oak Vista Lane commenced. This will complete all of the projects associated with the bonds authorized by voters in 2003.

On November 5, 2013 voter election, general obligation bonds in the amount of \$24,085,000 were approved to fund the following improvements:

Public Safety Facilities (Fire Stations)	\$ 6,656,000
Library Expansion	2,525,000
Parks Improvements & Land Acquisition	7,285,000
<u>Streets and Thoroughfares</u>	<u>7,710,000</u>
Total	\$24,085,000

The basis of budgeting for the Capital Projects Fund is the modified accrual method and is the same as the basis of accounting used in the Comprehensive Annual Financial Report.

**2010 General Obligation Fund (252)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>Revenues</b>						
Interest Earned	\$343	\$0	\$0	\$874	\$1,165	\$0
Bond Proceeds	0	0	0	0	0	0
Other	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$343</b>	<b>\$0</b>	<b>\$0</b>	<b>\$874</b>	<b>\$1,165</b>	<b>\$0</b>
<b>Other Financing Sources</b>						
Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
Transfers out	0	0	0	0	0	0
<b>Total Other Financing Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenue &amp; Finance Sources</b>	<b>\$343</b>	<b>\$0</b>	<b>\$0</b>	<b>\$874</b>	<b>\$1,165</b>	<b>\$0</b>
<b>Expenditures</b>						
<b>Capital Improvements</b>						
Public Works						
Streets & Drainage	\$0	\$0	\$263,247	\$0	\$264,412	\$0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$263,247</b>	<b>\$0</b>	<b>\$264,412</b>	<b>\$0</b>
Increase (Decrease) in Fund Balance	\$343	\$0	(\$263,247)	\$874	(\$263,247)	\$0
<b>Beginning Fund Balance</b>	<b>\$262,904</b>	<b>\$263,247</b>	<b>\$263,247</b>	<b>\$263,247</b>	<b>\$263,247</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$263,247</b>	<b>\$263,247</b>	<b>\$0</b>	<b>\$264,121</b>	<b>\$0</b>	<b>\$0</b>

\*

\* This fund is expected to be closed at fiscal year end FY16 with the completion of street projects included in the 2010 General Obligation Bond issuance.

**2014 General Obligation Bonds Fund (253)**  
**2016 General Obligation Bonds Fund (254)**  
**2017 General Obligation Bonds Fund (255)**

**Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>Revenues</b>						
Interest Earned	\$7,861	\$0	\$0	\$34,578	\$46,104	\$0
Bond Proceeds	9,973,457	6,233,438	8,578,000	0	8,578,000	5,853,000
Other	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$9,981,318</b>	<b>\$6,233,438</b>	<b>\$8,578,000</b>	<b>\$34,578</b>	<b>\$8,624,104</b>	<b>\$5,853,000</b>
<b>Other Financing Sources</b>						
Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
Transfers in	0	0	0	0	0	0
Transfers out	318,457	0	0	0	0	0
<b>Total Other Financing Sources</b>	<b>\$318,457</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenue &amp; Finance Sources</b>	<b>\$10,299,775</b>	<b>\$6,233,438</b>	<b>\$8,578,000</b>	<b>\$34,578</b>	<b>\$8,624,104</b>	<b>\$5,853,000</b>
<b>Expenditures</b>						
<b>Capital Improvements</b>						
Public Works						
Streets & Drainage	\$146,486	\$0	\$1,665,503	\$389,254	\$1,665,503	\$6,683,978
Parks						
Centennial Park	17,059	0	12,104	12,104	12,104	0
Stevenson Park	91,749	0	12,700	12,700	12,700	0
Friendswood Sports Park	696,130	0	4,916,706	2,616,200	4,916,706	0
New Park Land	1,219,090	324,938	0	0	0	0
Facilities						
New Fire Station & Expansion	349,419	6,233,438	6,028,761	537,050	6,028,761	0
Library Expansion	909,135	0	1,526,077	1,144,784	1,526,077	0
<b>Total Expenditures</b>	<b>\$3,429,068</b>	<b>\$6,558,376</b>	<b>\$14,161,851</b>	<b>\$4,712,092</b>	<b>\$14,161,851</b>	<b>\$6,683,978</b>
Increase (Decrease) in Fund Balance	\$6,870,707	(\$324,938)	(\$5,583,851)	(\$4,677,514)	(\$5,537,747)	(\$830,978)
<b>Beginning Fund Balance</b>	<b>(\$501,982)</b>	<b>\$6,368,725</b>	<b>\$6,368,725</b>	<b>\$6,368,725</b>	<b>\$6,368,725</b>	<b>\$830,978</b>
<b>Ending Fund Balance</b>	<b>\$6,368,725</b>	<b>\$6,043,787</b>	<b>\$784,874</b>	<b>\$1,691,211</b>	<b>\$830,978</b>	<b>\$0</b>

\*

\* This fund is used to record expenditures resulting from the General Obligations Bonds authorized in November 2013.

## **1776 Park Trust Fund**

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This fund was established in fiscal year 1979-80 to account for 1776 Park assets held by the City in a trustee capacity. The 1776 Park land was donated to the City, along with \$10,000. The funds are invested and the interest earned is used to maintain the park.

The 1776 Park Trust Fund basis of accounting is accrual. The basis of budgeting is accrual with the following exceptions:

- Capital equipment and improvements are budgeted as an expense and reclassified for reporting purposes.
- Depreciation is not budgeted.

**1776 Park Trust Fund (701)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>OTHER FINANCING SOURCES</b>						
Interest Earned	\$137	\$115	\$115	\$124	\$165	\$200
<b>Total Other Financing Sources</b>	<b>\$137</b>	<b>\$115</b>	<b>\$115</b>	<b>\$124</b>	<b>\$165</b>	<b>\$200</b>
<b>NON-OPERATING EXPENSES</b>						
1776 Park Improvements	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Increase (Decrease) in Fund Balance	\$137	\$115	\$115	\$124	\$165	\$200
<b>Beginning Fund Balance</b>	<b>\$31,241</b>	<b>\$31,378</b>	<b>\$31,378</b>	<b>\$31,378</b>	<b>\$31,378</b>	<b>\$31,543</b>
<b>Ending Fund Balance</b>	<b>\$31,378</b>	<b>\$31,493</b>	<b>\$31,493</b>	<b>\$31,502</b>	<b>\$31,543</b>	<b>\$31,743</b>

\*

\* Of the fund balance total, \$10,000 is principal amount donated to the City when this fund was established.

The Enterprise Funds are used to budget for the acquisition, operation and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges. The operations of the water and sewer system are budgeted in several funds but are accounted for in one Enterprise Fund in the Comprehensive Annual Financial Report to reflect the results of operations similar to private enterprise.

The accrual basis of accounting is used for reporting purposes in the Comprehensive Annual Financial Report, whereby revenues are recognized in the period in which they are earned and expenses are recognized in the period in which they are incurred. The basis of budgeting also uses the accrual basis with the following exceptions:

- Capital equipment and improvements are budgeted as an expense and reclassified for reporting purposes
- Depreciation is not budgeted
- Debt Principal payments are budgeted as an expense and reclassified for reporting purposes
- Bond issuance costs are budgeted for the full amount in the year of the bond sale and reclassified for reporting purposes
- Interfund transfers between the Enterprise Funds are budgeted as income and expense and reclassified for reporting purposes

The budgeted Enterprise Funds include:

- Water and Sewer Operation Fund
- 2006 Water and Sewer Bond Construction Fund
- 2009 Water and Sewer Bond Construction Fund
- 2016 Water and Sewer Bond Construction Fund
- Water CIP/Impact Fee Fund
- Sewer CIP/Impact Fee Fund
- Water and Sewer Revenue Debt Service Fund

### **Water and Sewer Operation Fund**

The Water and Sewer Operation Fund is used to budget income and expenses directly related to operations of the water and sewer system. The basis of budgeting is the accrual basis with the following exceptions:

- Capital equipment and improvements are budgeted as an expense and reclassified for reporting purposes
- Depreciation is not budgeted
- Interfund transfers between the Enterprise Funds are budgeted as income and expense and reclassified for reporting purposes

### **Water and Sewer Bond Construction Funds**

The Water and Sewer Bond Construction Funds are used to account for proceeds on the sale of water and sewer revenue bonds for system improvements. The basis of budgeting uses the accrual basis with the following exceptions:

- Capital equipment and improvements are budgeted as an expense and reclassified for reporting purposes
- Depreciation is not budgeted
- Interfund transfers between the Enterprise Funds are budgeted as income and expense and reclassified for reporting purposes

**Water and Sewer Operation Fund (401)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>OPERATING REVENUES</b>						
Water Revenues	\$5,846,204	\$6,437,187	\$6,437,187	\$3,502,402	\$6,124,590	\$6,424,591
Sewer Revenues	4,626,012	4,972,430	4,972,430	2,978,287	4,598,321	4,598,321
Administrative Fees	296,114	295,675	295,675	193,907	300,065	292,325
Sale of Water Meters	30,960	32,155	32,155	19,910	28,500	28,500
Miscellaneous Receipts	1,371,204	0	0	78,512	78,512	0
<b>Total Revenues</b>	<b>\$12,170,494</b>	<b>\$11,737,447</b>	<b>\$11,737,447</b>	<b>\$6,773,018</b>	<b>\$11,129,988</b>	<b>\$11,343,737</b>
<b>OPERATING EXPENSES</b>						
Administrative Services - Total	\$455,100	\$484,448	\$488,339	\$337,192	\$498,583	\$496,505
Public Works Administration	135,479	156,579	156,695	101,184	135,613	171,197
Water Utilities	34,668	768,147	806,816	461,085	619,870	750,940
Sewer Utilities	7,492	485,255	536,060	297,153	393,083	503,834
Water Operations	2,357,033	1,932,358	1,838,810	1,027,662	1,714,297	1,936,055
Sewer Operations	2,777,527	3,004,148	3,554,317	1,487,241	3,191,229	3,068,790
Utility Customer Service	204,721	206,466	213,081	161,054	214,739	220,999
Engineering/Capital Projects	123,603	148,729	148,729	116,622	165,496	153,832
Public Works - Total	\$5,640,523	\$6,701,682	\$7,254,508	\$3,652,002	\$6,434,327	\$6,805,647
<b>Total Expenditures</b>	<b>\$6,095,623</b>	<b>\$7,186,130</b>	<b>\$7,742,847</b>	<b>\$3,989,194</b>	<b>\$6,932,910</b>	<b>\$7,302,152</b>
<b>Operating Income</b>	<b>\$6,074,871</b>	<b>\$ 4,551,317</b>	<b>\$ 3,994,600</b>	<b>\$ 2,783,824</b>	<b>\$ 4,197,078</b>	<b>\$4,041,585</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>	2,391,701					
Interest Earned	\$44,320	\$35,700	\$35,700	\$48,039	\$64,737	\$35,700
Gain on sale of capital assets	0	0	0	0	0	0
Rental Revenue	0	0	0	0	0	0
Insurance Reimbursement	7,838	0	0	0	0	0
Capital Improvements	(2,403,637)	(300,000)	(4,522,872)	(2,401,217)	(4,522,872)	(300,000)
Operating Transfers In/(Out)	(4,144,235)	(4,115,968)	(4,200,885)	(2,976,869)	(4,200,885)	(4,262,169)
Reserves (Phase In)	0	(170,000)	(170,000)	0	(170,000)	(170,000)
<b>Total Non Operating</b>	<b>(\$6,495,714)</b>	<b>(\$4,550,268)</b>	<b>(\$8,858,057)</b>	<b>(\$5,330,047)</b>	<b>(\$8,829,020)</b>	<b>(\$4,696,469)</b>
<b>Net Income</b>	<b>(\$420,843)</b>	<b>\$1,049</b>	<b>\$5,378,086</b>	<b>(\$2,546,223)</b>	<b>(\$4,631,941)</b>	<b>(\$654,884)</b>
<b>Beginning Retained Earnings</b>	\$12,893,676	\$12,472,833	\$12,472,833	\$12,472,833	\$12,472,833	\$7,840,891
<b>Ending Retained Earnings</b>	<b>\$12,472,833</b>	<b>\$12,473,882</b>	<b>\$17,850,919</b>	<b>\$9,926,610</b>	<b>\$7,840,891</b>	<b>\$7,186,007</b>

\* The projected retained earnings at September 30, 2016 is \$7.84 million. Changes in the amount of debt borrowed and cash reserve requirements phase in has resulted in retained earnings balance that is greater than anticipated. The balance includes a 90-day operating reserve of \$1.5 million, as set forth in the City's financial policies. The reserve is designed "to protect the City utility fund's creditworthiness as well as its financial position from unforeseeable emergencies." The policies state "additional undesignated funds will be allowed to accumulate in a fund designated for future utility/operating capital improvements."

The conservation utility rate structure is a likely contributing factor in the revenues not meeting expectation for FY16. The FY17 revenue budget is reflective of this reduction; but drier weather conditions like this year allowed for trending revenue higher than FY16 year end estimates.

Water and Sewer Fund retained earnings designations/commitments are as follows:

City of Houston Raw Water System By-In	\$3,500,000
Contingency for Possible Future 36" and 42" Distribution Line Repairs	\$100,000
	<u>\$3,600,000</u>

**2006 Water and Sewer Bond Construction Fund (418)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Interest Earned	\$1,407	\$0	\$0	\$3,306	\$4,408	\$0
Transfers from WS Operations Fund	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$1,407</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,306</b>	<b>\$4,408</b>	<b>\$0</b>
<b>CAPITAL FINANCING ACTIVITIES</b>						
<b>Capital Improvements</b>						
Public Works						
Collection System Imprv (Sewer)	\$24,965	\$0	\$637,916	\$1,834	\$637,916	\$0
Distribution System Imprv (Water)	123,784	0	364,696	108,139	372,555	0
<b>Total Expenditures</b>	<b>\$148,749</b>	<b>\$0</b>	<b>\$1,002,612</b>	<b>\$109,973</b>	<b>\$1,010,471</b>	<b>\$0</b>
<b>NON-OPERATING EXPENSES</b>						
Operating Transfers In	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Non-Operating Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Income</b>	(\$147,342)	\$0	(\$1,002,612)	(\$106,667)	(\$1,006,063)	\$0
<b>Beginning Retained Earnings</b>	\$1,153,405	\$1,006,063	\$1,006,063	\$1,006,063	\$1,006,063	\$0
<b>Ending Retained Earnings</b>	<b>\$1,006,063</b>	<b>\$1,006,063</b>	<b>\$3,451</b>	<b>\$899,396</b>	<b>\$0</b>	<b>\$0</b>

\* Water & Sewer Bond Construction Fund retained earnings are expected to be depleted in FY16 with completion of water and sewer capital improvement projects funded by the 2006 water & sewer revenue bond issuance.

The projects below are expected to be completed in FY16:

- Lift Station #3 Replacement
- Lift Station #6 Replacement
- Water Plant #2 Replacement

**2009 Water and Sewer Bond Construction Fund (419)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Interest Earned	\$477	\$0	\$0	\$1,183	\$1,577	\$0
Transfers from WS Rev Debt	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$477</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,183</b>	<b>\$1,577</b>	<b>\$0</b>
<b>CAPITAL FINANCING ACTIVITIES</b>						
<b>Capital Improvements</b>						
Public Works						
Distribution System Imprv (Water)	\$94,687	\$0	\$149,746	\$6,739	\$338,306	\$0
Collection System Imprv (Sewer)	0	0	239,918	0	0	0
<b>Total Expenditures</b>	<b>\$94,687</b>	<b>\$0</b>	<b>\$389,664</b>	<b>\$6,739</b>	<b>\$338,306</b>	<b>\$0</b>
<b>NON-OPERATING EXPENSES</b>						
Operating Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Non-Operating Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Income</b>	(\$94,210)	\$0	(\$389,664)	(\$5,556)	(\$336,729)	\$0
<b>Beginning Retained Earnings</b>	\$430,938	\$336,728	\$336,728	\$336,728	\$336,728	(\$0)
<b>Ending Retained Earnings</b>	<b>\$336,728</b>	<b>\$336,728</b>	<b>(\$52,936)</b>	<b>\$331,172</b>	<b>(\$0)</b>	<b>(\$0)</b>

\*

\* 2009 Water & Sewer Bond Construction Fund retained earnings expected to be depleted in FY16 due to anticipated completion of the water and sewer capital improvement projects funded by the 2009 water & sewer revenue bond issue. The following projects are scheduled for completion in FY16:

- Water Plant #5 rehabilitation
- Water Plant #7 rehabilitation

**2016 Water and Sewer Bond Construction Fund (420)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Interest Earned	\$0	\$0	\$0	\$0	\$0	\$3,000
Tranfers from WS Rev Debt	0	0	0	0	0	0
Miscellaneous	0	0	0	5,619,530	5,619,530	0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,619,530</b>	<b>\$5,619,530</b>	<b>\$3,000</b>
<b>CAPITAL FINANCING ACTIVITIES</b>						
<b>Capital Improvements</b>						
Public Works						
Distribution System Imprv (Water)	\$0	\$0	\$0	\$0	\$0	\$0
Collection System Imprv (Sewer)	0	0	0	0	0	3,619,765
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,619,765</b>
<b>NON-OPERATING EXPENSES</b>						
Operating Transfers In (Out)	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Non-Operating Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Income</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,619,530</b>	<b>\$5,619,530</b>	<b>(\$3,616,765)</b>
<b>Beginning Retained Earnings</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,619,530</b>
<b>Ending Retained Earnings</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,619,530</b>	<b>\$5,619,530</b>	<b>\$2,002,765</b>

\*

\* 2016 Water & Sewer Bond Construction Fund established upon the issuance of the 2016 Water & Sewer Revenue bonds to complete the following capital improvements projects:

- Blackhawk Wastewater Treatment Plant - 3rd Clarifier addition (City's portion of the expenditures) - \$3,999,530
- Lift Station 23 (Crazy Horse Lift Station) replacement - \$1,620,000

Ending retained earnings expected to decrease in FY17 due to use of funds for planned capital projects.

## **Water and Sewer CIP/Impact Fee Funds**

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The Water and Sewer CIP/Impact Fee Funds are used to account for impact fees assessed and collected on new development. The impact fees are transferred to the Water and Sewer Revenue Debt Service Fund to make principal and interest payments on the water and sewer revenue debt issued to construct new water system improvements. The basis of budgeting also uses the accrual basis with the following exceptions:

- Interfund transfers between the Enterprise Funds are budgeted as income and expense and reclassified for reporting purposes

### **Water CIP/Impact Fee Fund**

The Water CIP/Impact Fee Fund is used to account for impact fees assessed and collected on new development. The impact fees are transferred to the Water and Sewer Revenue Debt Service Fund to make principal and interest payments on the Water Revenue Debt issued to construct new water system improvements.

### **Sewer CIP/Impact Fee Fund**

The Sewer CIP/Impact Fee Fund is used to account for impact fees assessed and collected on new development. The impact fees are transferred to the Water and Sewer Revenue Debt Service Fund to make principal and interest payments on the Sewer Revenue Debt issued to construct new sewer system improvements.

**Water CIP/Impact Fee Fund (480)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Impact Fees	\$283,968	\$267,264	\$267,264	\$243,774	\$339,822	\$365,400
Interest	235	159	159	214	353	353
Miscellaneous	0	0	0	0	0	0
<b>Total Non-Operating Revenues</b>	<b>\$284,203</b>	<b>\$267,423</b>	<b>\$267,423</b>	<b>\$243,988</b>	<b>\$340,175</b>	<b>\$365,753</b>
<b>NON-OPERATING EXPENSES</b>						
Operating Transfers Out	\$367,500	\$275,000	\$275,000	\$206,250	\$275,000	\$400,000
<b>Total Non-Operating Expenses</b>	<b>\$367,500</b>	<b>\$275,000</b>	<b>\$275,000</b>	<b>\$206,250</b>	<b>\$275,000</b>	<b>\$400,000</b>
<b>Net Income</b>	<b>(\$83,297)</b>	<b>(\$7,577)</b>	<b>(\$7,577)</b>	<b>\$37,738</b>	<b>\$65,175</b>	<b>(\$34,247)</b>
<b>Beginning Retained Earnings</b>	<b>\$118,965</b>	<b>\$35,668</b>	<b>\$35,668</b>	<b>\$35,668</b>	<b>\$35,668</b>	<b>\$100,843</b>
<b>Ending Retained Earnings</b>	<b>\$35,668</b>	<b>\$28,091</b>	<b>\$28,091</b>	<b>\$73,406</b>	<b>\$100,843</b>	<b>\$66,596</b>

\*

\* Expected decrease of 34.0% to Retained Earnings in this fund due to:  
Transfer to water and sewer revenue debt service fund in FY17 to support the principal & interest payments for water & sewer revenue bonds issued.

**Sewer CIP/Impact Fee Fund (580)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Impact Fees	\$176,952	\$144,480	\$144,480	\$94,081	\$132,721	\$147,000
Interest	87	56	56	76	104	104
Miscellaneous	0	0	0	0	0	0
Operating Transfers In	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$177,039</b>	<b>\$144,536</b>	<b>\$144,536</b>	<b>\$94,157</b>	<b>\$132,826</b>	<b>\$147,104</b>
<b>NON-OPERATING EXPENSES</b>						
Operating Transfers Out	\$156,667	\$125,000	\$125,000	\$93,750	\$125,000	\$100,000
<b>Total Expenditures</b>	<b>\$156,667</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$93,750</b>	<b>\$125,000</b>	<b>\$100,000</b>
<b>Net Income</b>	\$20,372	\$19,536	\$19,536	\$407	\$7,826	\$47,104
<b>Beginning Retained Earnings</b>	(\$28,571)	(\$8,199)	(\$8,199)	(\$8,199)	(\$8,199)	(\$373)
<b>Ending Retained Earnings</b>	<b>(\$8,199)</b>	<b>\$11,337</b>	<b>\$11,337</b>	<b>(\$7,792)</b>	<b>(\$373)</b>	<b>\$46,731</b>

\*

\* Expected increase of 125% to Retained Earnings in this fund due to:  
Transfer to water and sewer revenue debt service fund FY17 to support the principal & interest payments for water & sewer revenue bonds issued is reduced to restore retained earnings balance in fund.

## **Water and Sewer Revenue Debt Service Fund**

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The Water and Sewer Revenue Debt Service Fund is used to account for payment of principal and interest on all enterprise fund long-term debt of the City. The basis of budgeting uses the accrual basis with the following exceptions:

- Debt Principal payments are budgeted as an expense and reclassified for reporting purposes
- Bond issuance costs are budgeted for the full amount in the year of the bond sale and reclassified for reporting purposes
- Interfund transfers between the Enterprise Funds are budgeted as income and expense and reclassified for reporting purposes

**Water and Sewer Revenue Debt Service Fund (490)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Interest	\$2,613	\$2,800	\$2,800	\$3,084	\$4,112	\$4,200
Operating Transfers In	9,254,339	3,194,684	3,194,684	2,396,013	3,194,684	3,403,425
<b>Total Revenues</b>	<b>\$9,256,952</b>	<b>\$3,197,484</b>	<b>\$3,197,484</b>	<b>\$2,399,097</b>	<b>\$3,198,796</b>	<b>\$3,407,625</b>
<b>NON-OPERATING EXPENSES</b>						
Debt Service						
Principal	\$1,205,000	\$1,240,000	\$1,240,000	\$1,240,000	\$1,240,000	\$590,000
Interest	1,153,522	1,105,484	1,105,484	565,142	1,105,484	184,100
Fiscal Agent Fees	1,500	1,500	1,500	16,800	16,800	750
Issuance Costs	6,085,000	0	0	40,112	40,112	0
Operating Transfer Out	925,151	851,800	851,800	638,850	851,800	2,628,575 **
<b>Total Expenditures</b>	<b>\$9,370,173</b>	<b>\$3,198,784</b>	<b>\$3,198,784</b>	<b>\$2,500,904</b>	<b>\$3,254,196</b>	<b>\$3,403,425</b>
<b>Net Income</b>	<b>(\$113,221)</b>	<b>(\$1,300)</b>	<b>(\$1,300)</b>	<b>(\$101,807)</b>	<b>(\$55,400)</b>	<b>\$4,200</b>
<b>Beginning Retained Earnings</b>	<b>\$493,662</b>	<b>\$380,441</b>	<b>\$380,441</b>	<b>\$380,441</b>	<b>\$380,441</b>	<b>\$325,041</b>
<b>Ending Retained Earnings</b>	<b>\$380,441</b>	<b>\$379,141</b>	<b>\$379,141</b>	<b>\$278,634</b>	<b>\$325,041</b>	<b>\$329,241</b>
			(493,662)			*

\* Retained earnings in the Water and Sewer Debt Service Fund expected to decrease by 1.292%.

\*\* Transfer to Tax Debt Service fund to pay principal, interest and fiscal agent fees on 2010 refinancing of 2001 Water & Sewer Revenue Bonds and 2014 refinancing of a portion of the 2006 Water & Sewer Revenue Bonds as General Obligation Bonds, 2016 refinancing remainder of the 2006 Water & Sewer Revenue Bonds as General Obligation Bonds and the proposed 2016A refinancing of a portion of the Sewer Revenue Bonds as General Obligation Bonds.

Debt Service payments of the refinanced bonds are being funded by water and sewer revenue.

## Vehicle Replacement Fund

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This internal service fund was established in fiscal year 2001-02 with startup funds, in the amount of \$120,188, from the General Fund which were repaid in fiscal years 2002-03 and 2003-04. Ownership of all City vehicles was transferred from the departments to the Vehicle Replacement Fund with the following exclusions:

1. Vehicles purchased for use by the Friendswood Volunteer Fire Department
2. Vehicles costing in excess of \$50,000

Criteria used to determine the replacement schedule is vehicle type, usage type, average annual mileage and maintenance costs. Replacement schedule is as follows:

Life (Years)	Vehicle Types
3 - 4	Police Patrol Vehicles
8	Police Non-Patrol
10	Cars, Light Trucks, SUVs
15	Heavy Duty Trucks, Vans, Coaches

***Since the plan's inception in 2001-02, vehicle replacement costs have increased with some exceeding the \$50,000 threshold for inclusion in the plan. As a result, the Vehicle Replacement Plan and Vehicle Replacement Fund are under review for necessary revisions.***

The Vehicle Replacement Fund basis of budgeting is accrual basis with the following exceptions:

- Capital equipment and improvements are budgeted as an expense and reclassified for reporting purposes
- Depreciation is not budgeted
- Interfund transfers between the Enterprise Funds are budgeted as income and expense and reclassified for reporting purposes

**Vehicle Replacement Fund (301)  
Fund Summary**

	FY 15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>OPERATING REVENUES</b>						
Department Lease Revenues	\$359,125	\$355,129	\$355,129	\$266,347	\$355,129	\$375,718
Transfers from other funds	0	0	0	0	0	0
Asset Disposition	0	0	0	4,825	4,825	0
Insurance Reimbursements	0	0	0	0	0	0
Interest	1,124	900	900	1,075	1,433	1,500
<b>Total Revenues</b>	<b>\$360,249</b>	<b>\$356,029</b>	<b>\$356,029</b>	<b>\$272,247</b>	<b>\$361,387</b>	<b>\$377,218</b>
<b>OPERATING EXPENSES</b>						
Vehicle Replacement Plan						
Vehicle Equipment	\$427,370	\$406,090	\$415,700	\$379,448	\$379,448	\$269,227
<b>Total Expenditures</b>	<b>\$427,370</b>	<b>\$406,090</b>	<b>\$415,700</b>	<b>\$379,448</b>	<b>\$379,448</b>	<b>\$269,227</b>
<b>Operating Income</b>	(\$67,121)	(\$50,061)	(\$59,671)	(\$107,201)	(\$18,061)	\$107,991
<b>Beginning Retained Earnings</b>	\$1,255,469	\$1,188,348	\$1,188,348	\$1,188,348	\$1,188,348	\$1,170,287
<b>Ending Retained Earnings</b>	<b>\$1,188,348</b>	<b>\$1,138,287</b>	<b>\$1,128,677</b>	<b>\$1,081,147</b>	<b>\$1,170,287</b>	<b>\$1,278,278</b>

\*

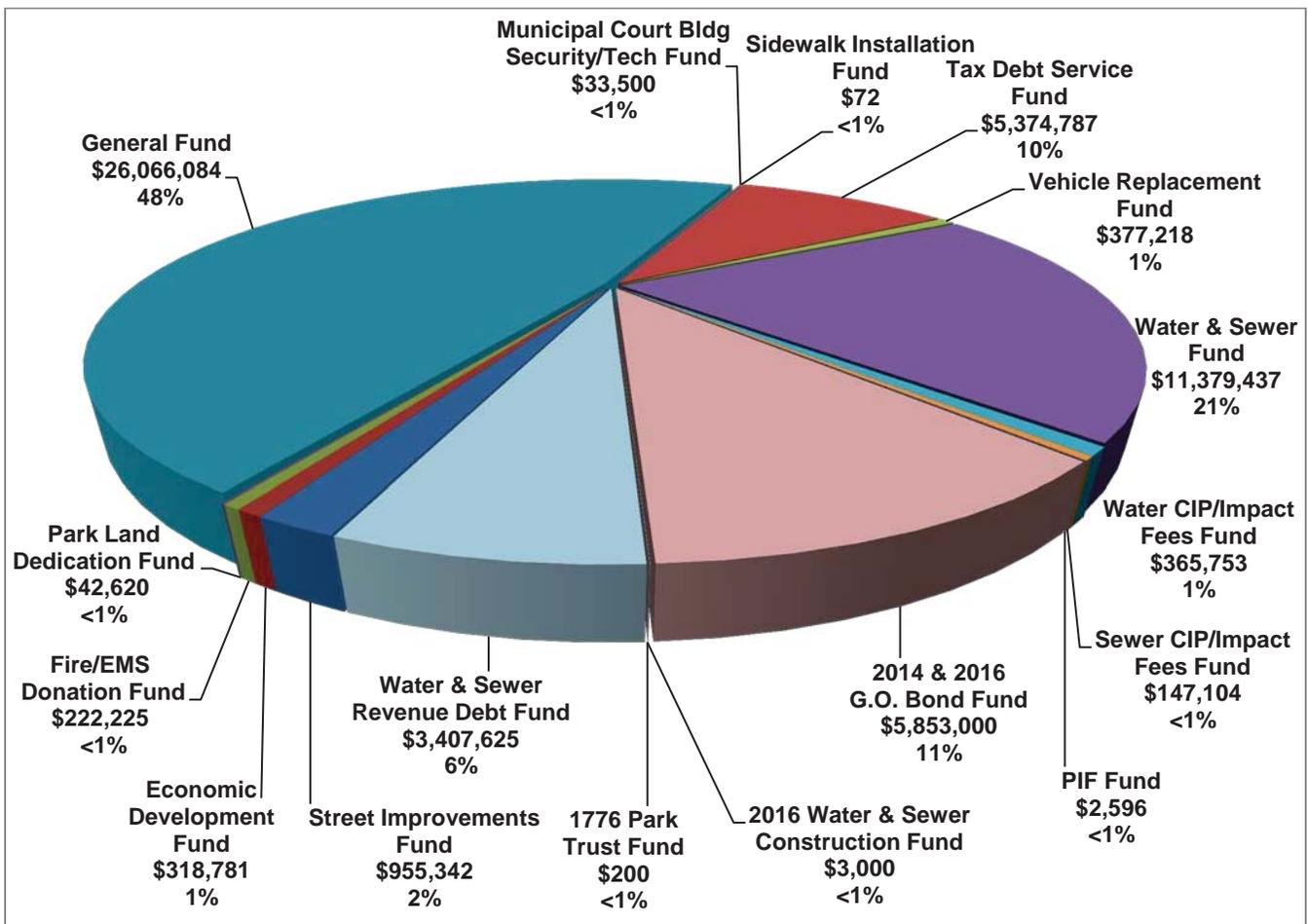
- \* VRP fund balance is expected to increase by 9.2% in FY17 due to fewer purchases - life cycles of vehicles in plan extended.
- \* The net value of the assets (vehicles & equipment in the fleet) included in the retaining earnings balance is about \$918.866.
- \* This year's budget budget includes the following vehicle replacements:  
5 Police Department vehicles (1 - Criminal Investigations and 4 - Patrol)  
1 Public Works vehicles (1 - Water Operations)

## Revenue Summary Chart and Schedules by Fund

## Revenue Summary Chart by Fund

The adopted revenue budget for fiscal year 2016-17 reflects a conservative approach, using prior year actual estimates as the basis for most revenue sources projections and anticipated impact of utility rate design changes.

### FY17 Adopted Budget Revenues \$54,549,343 (includes inter-fund transfers)



**REVENUE SCHEDULE  
GENERAL FUND (001)**

<b>ACCOUNT DESCRIPTION</b>	<b>FY15 ACTUAL</b>	<b>FY16 ORIGINAL BUDGET</b>	<b>FY16 AMENDED BUDGET</b>	<b>FY16 YTD 6/30/16</b>	<b>FY16 YEAR END ESTIMATE</b>	<b>FY17 ADOPTED BUDGET</b>
CURRENT PROPERTY TAXES	\$13,894,078	\$14,591,606	\$14,591,606	\$14,044,655	\$14,737,906	\$14,973,855
DELINQUENT PROPERTY TAXES	0	177,662	177,662	0	0	177,662
SALES TAX	5,253,659	4,956,193	4,956,193	4,027,883	5,372,934	5,372,934
TNMPCO FRANCHISE	515,472	498,887	498,887	207,844	511,967	511,967
HL&P FRANCHISE	96,376	172,473	172,473	59,631	136,921	136,921
MUNICIPAL ROW ACCESS FEES	154,815	155,460	155,460	115,258	153,875	153,875
ENTEX FRANCHISE	126,976	126,976	126,976	106,048	106,048	106,048
CABLE FRANCHISE	317,745	306,813	306,813	168,435	329,505	329,505
VIDEO SERVICE FRANCHISE	345,505	312,545	312,545	169,909	337,600	337,600
PEG FEES	113,392	10,600	17,734	67,668	133,421	10,600
IESI FRANCHISE	56,276	60,257	60,257	56,200	71,157	71,157
MIXED DRINK TAX	37,527	41,965	41,965	29,666	40,390	41,400
<b>TAXES</b>	<b>\$20,911,821</b>	<b>\$21,411,437</b>	<b>\$21,418,571</b>	<b>\$19,053,197</b>	<b>\$21,931,724</b>	<b>\$22,223,524</b>
WRECKER PERMITS	\$145	\$193	\$193	\$60	\$80	\$80
ALCOHOLIC BEVERAGE PERMIT	5,245	4,707	4,707	6,010	8,013	8,013
NOISE ORDINANCE PERMIT	150	160	160	130	173	170
PIPELINE PERMITS	1,200	800	800	0	0	0
APP FEE-WELL DRILL PERMIT	500	500	500	0	0	0
AFTER HOURS INSPECTION	200	100	100	100	100	100
BUILDING PERMITS	321,733	306,215	306,215	259,499	342,805	344,536
ELECTRIC PERMITS	41,494	39,929	39,929	28,788	44,212	44,435
GAS PERMIT FEE	89	0	0	0	0	0
PLUMBING PERMITS	49,769	48,853	48,853	32,218	53,123	53,392
DEVELOPMENT PERMIT	400	326	326	125	405	405
AIR CONDITIONING PERMITS	17,930	18,085	18,085	13,643	19,104	19,201
PLAN INSPECTION FEES	150,771	154,944	154,944	111,973	160,646	161,457
RE INSPECTION FEES	75	65	65	150	160	80
SIGN PERMITS	5,358	5,287	5,287	1,034	1,379	1,379
ALARM PERMITS	91,235	89,091	89,091	58,364	92,819	94,675
BANNER PERMIT FEE	750	800	800	600	800	800
ANIMAL LICENSES	1,771	1,787	1,787	1,329	1,772	1,772
ELECTRICAL LICENSES	50	0	0	155	233	233
CONTRACTOR LICENSE REGIST	42,180	41,173	41,173	31,080	41,740	45,518
METRICOM INC AGREEMENT	4,042	4,042	4,042	4,078	4,042	4,078
<b>LICENSES AND PERMITS</b>	<b>\$735,085</b>	<b>\$717,057</b>	<b>\$717,057</b>	<b>\$549,336</b>	<b>\$771,606</b>	<b>\$780,324</b>
GRANTS/FBI	\$3,880	\$0	\$2,296	\$6,274	\$6,274	\$0
BUREAU OF JUSTICE GRANTS	3,578	0	0	3,180	3,180	0
HOMELAND SECURITY GRANTS	0	0	0	50,413	50,413	0
TX STATE LIBRARY GRANTS	14,622	3,159	3,159	0	0	0
CRIMINAL JUSTICE DIVISION	50,907	52,000	52,000	45,278	52,000	52,000
LAW ENFORCEMENT TRAINING	5,232	5,231	5,231	5,190	5,190	5,190
EMERGENCY MGMT DIVISION	37,324	37,232	37,232	0	38,481	38,481
LOCAL GOVERNMENTS	12,181	12,000	12,000	2,000	12,000	12,000
HOUSTON HIDTA TASK FORCE	13,638	7,800	9,078	3,378	9,078	7,800
BAYOU VISTA	1,112	730	730	407	730	730
FRIENDSWOOD ISD	110,313	107,000	107,000	33,495	107,000	107,000
CLEAR CREEK ISD	15,422	16,200	16,200	0	16,200	16,200
<b>INTERGOVERNMENTAL REVENUE</b>	<b>\$268,208</b>	<b>\$241,352</b>	<b>\$244,926</b>	<b>\$149,615</b>	<b>\$300,546</b>	<b>\$239,401</b>
PLATT FEES	\$21,100	\$16,000	\$16,000	\$7,330	\$9,773	\$9,773
COMMERCIAL SITE PLAN	1,500	2,000	2,000	2,970	3,960	3,960
REZONING FEES	600	800	800	600	800	800
BOARD OF ADJUSTMENT FEES	100	150	150	300	400	400
VACATION OF EASEMENT/R-O-W	0	0	0	300	400	400
ZONING COMPLIANCE CERT	6,625	5,250	5,250	1,425	1,900	1,900
CONSTRUCTION PLAN REVIEW	0	0	0	500	500	0
BID SPEC DOCUMENTS	36	0	0	36	48	48
ANIMAL CNTRL/SHELTER FEES	4,774	5,000	5,000	4,046	5,395	5,000
ANIMAL ADOPTION FEES	18,770	16,000	16,000	14,097	18,796	18,000
SWIMMING POOL FEES	21,426	34,475	34,475	19,151	32,050	28,000
RECREATION PROGRAM/EVENTS	2,235	0	0	6,080	6,080	6,080
SPORTS COMPLEX FEES	1,675	8,150	8,150	600	2,080	2,080
OLD CITY PARK FEES	977	900	900	700	1,000	1,000
STEVENSON PARK FEES	150	0	0	255	260	260
PAVILION FEES	10,408	6,300	6,300	10,713	10,710	10,710
GAZEBO FEES	1,655	1,300	1,300	1,225	1,370	1,370
LEAVESLEY PARK FEES	22,813	20,120	20,120	1,860	21,470	21,470

**REVENUE SCHEDULE  
GENERAL FUND (001)**

<b>ACCOUNT DESCRIPTION</b>	<b>FY15 ACTUAL</b>	<b>FY16 ORIGINAL BUDGET</b>	<b>FY16 AMENDED BUDGET</b>	<b>FY16 YTD 6/30/16</b>	<b>FY16 YEAR END ESTIMATE</b>	<b>FY17 ADOPTED BUDGET</b>
ACTIVITY BUILDING FEE	0	0	0	1,830	1,830	1,830
NON-RES ACTIVITY BLDG FEE	1,316	1,125	1,125	1,200	1,260	1,260
LEAGUE FEES-ADULT SOFTBALL	30,226	37,020	37,020	21,672	35,130	35,130
SUMMER DAY CAMP	98,910	95,520	95,520	83,711	95,450	95,450
AEROBIC CLASS FEES	29,413	25,000	25,000	22,545	30,230	30,230
OTHER CLASS FEES	0	3,500	3,500	0	0	0
OTHER PROGRAM FEES	2,751	0	0	0	0	0
BOOTH FEES	12,987	5,000	5,000	13,331	13,330	13,330
FUN RUN RECEIPTS/DONATION	6,215	0	3,920	8,571	8,571	3,000
SPONSORSHIP FEES	0	0	0	14,260	14,260	14,260
<b>CHARGES FOR SERVICES</b>	<b>\$296,661</b>	<b>\$283,610</b>	<b>\$287,530</b>	<b>\$239,308</b>	<b>\$317,053</b>	<b>\$305,741</b>
COURT FINES AND FEES	\$631,734	\$655,297	\$655,297	\$446,408	\$595,211	\$589,261
COURT ADM FEE (DDC)	5,380	5,929	5,929	0	0	0
WARRANTLESS ARREST (AF)	20,229	21,558	21,558	13,114	17,485	17,310
WARRANTLESS ARREST (CAPWAR)	49,236	48,870	48,870	41,854	55,805	55,247
CHILD SAFETY (CS)	2,672	2,787	2,787	1,438	1,917	1,898
TRAFFIC FEE (TFC)	6,912	7,774	7,774	3,442	4,598	4,543
HARRIS CO CHILD SAFETY	12,336	12,111	12,111	9,824	13,099	12,968
ADMINISTRATIVE FEE - DPTS	3,301	3,378	3,378	2,589	3,452	3,417
10% TP-COURT ADM (35)	2,876	2,957	2,957	2,024	2,699	2,672
40% TP - CITY FUNDS (35)	11,531	11,842	11,842	8,107	10,809	10,701
JURY FEE \$3	6	3	3	0	0	0
STATE TRAFFIC (5% CITY)	3,429	3,876	3,876	1,725	2,300	2,277
CITY'S 10% CJF	31	27	27	14	19	18
CONS COURT COST-10% ADM	24,545	25,172	25,172	8,432	11,242	11,130
STATE DOT COURT FINE	300	297	297	0	0	0
CITY'S FEE	510	442	442	350	467	462
TEEN COURT PROGRAM	510	442	442	350	467	462
LIBRARY	33,699	34,253	34,253	17,984	28,062	28,062
FALSE ALARMS	4,725	5,841	5,841	4,750	6,333	6,270
<b>FINES</b>	<b>\$813,962</b>	<b>\$842,856</b>	<b>\$842,856</b>	<b>\$562,405</b>	<b>\$753,965</b>	<b>\$746,698</b>
INVESTMENTS	\$55,862	\$43,792	\$43,792	\$43,167	\$55,556	\$55,000
TEXPOOL	732	500	500	4,122	5,496	5,441
MBIA	3,791	3,056	3,056	9,232	12,309	12,186
CHECKING ACCOUNTS	4,385	1,365	1,365	1,184	1,579	1,563
<b>INTEREST REVENUE</b>	<b>\$64,771</b>	<b>\$48,713</b>	<b>\$48,713</b>	<b>\$57,705</b>	<b>\$74,940</b>	<b>\$74,190</b>
MISCELLANEOUS RECEIPTS	\$80,085	\$5,048	\$15,048	\$10,899	\$10,899	\$800
K-9 SEMINAR REGISTRATION	3,150	0	0	0	0	0
ADMINISTRATIVE FEES	1,250	1,075	1,075	967	1,367	1,075
REFUSE ADMINISTRATIVE FEE	202,568	213,437	213,437	155,842	207,789	218,179
MISCELLANEOUS RECEIPTS	372	331	331	606	808	808
LATE FEE-ALARM PERMIT	30	30	30	30	30	30
RETURN CHECK FEE	140	175	175	35	35	175
REIMBURSEMENTS	4,220	4,000	4,000	918	918	4,000
INSURANCE	39,257	0	5,087	7,267	7,267	0
PY INSURANCE REIMBURSE	8,610	3,857	3,857	3,857	3,857	3,857
PRIOR PERIOD EXPENDITURES	80	0	0	2,499	2,499	0
DOCUMENTS	1,039	925	925	841	1,122	925
VENDING PROCEEDS	693	500	500	803	1,071	500
CONCESSION STAND AGREEMENT	739	1,240	1,240	0	750	750
DONATIONS	77,182	0	19,800	28,530	30,530	0
SR PROGRAM DONATIONS	9,800	17,000	17,000	0	17,131	17,000
MOWING VACANT LOTS	2,976	0	0	0	0	0
TOWER RENTAL FEE	87,890	63,247	63,247	29,422	90,266	89,363
<b>MISCELLANEOUS RECEIPTS</b>	<b>\$520,082</b>	<b>\$310,865</b>	<b>\$345,752</b>	<b>\$242,516</b>	<b>\$376,339</b>	<b>\$337,462</b>
TRANS FROM W/S OPER FUND	\$1,226,205	\$1,321,284	\$1,321,284	\$880,856	\$1,321,284	\$1,358,744
SALE OF FIXED ASSETS	99	0	0	0	0	0
SALE OF CITY PROPERTY	0	0	0	2,033	2,033	0
<b>OTHER FINANCING SOURCES</b>	<b>\$1,226,304</b>	<b>\$1,321,284</b>	<b>\$1,321,284</b>	<b>\$882,889</b>	<b>\$1,323,317</b>	<b>\$1,358,744</b>
<b>GENERAL FUND TOTAL</b>	<b>\$24,836,894</b>	<b>\$25,177,174</b>	<b>\$25,226,689</b>	<b>\$21,736,972</b>	<b>\$25,849,490</b>	<b>\$26,066,084</b>

REVENUE SCHEDULES

POLICE INVESTIGATIONS FUND (FEDERAL - 101)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
SEIZED REVENUES-FEDERAL	\$2,347	\$2,276	\$1,737	\$107	\$107	\$2,276
<b>INTERGOVERNMENTAL REVENUE</b>	<b>\$2,347</b>	<b>\$2,276</b>	<b>\$1,737</b>	<b>\$107</b>	<b>\$107</b>	<b>\$2,276</b>
INVESTMENTS	\$88	\$0	\$0	\$48	\$64	\$90
TEXPOOL	1	0	0	9	12	0
TEXAS CLASS	6	0	0	17	23	10
CHECKING ACCOUNTS	7	0	0	0	0	10
<b>INTEREST REVENUE</b>	<b>\$102</b>	<b>\$0</b>	<b>\$0</b>	<b>\$74</b>	<b>\$99</b>	<b>\$110</b>
<b>POLICE INVESTIGATIONS FUND (FEDERAL)</b>	<b>\$2,449</b>	<b>\$2,276</b>	<b>\$1,737</b>	<b>\$181</b>	<b>\$206</b>	<b>\$2,386</b>

POLICE INVESTIGATIONS FUND (STATE - 102)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
SEIZED REVENUES-STATE	\$40,752	\$0	\$1,539	\$11,707	\$11,707	\$0
SEIZED REVENUES-COUNTY	\$0	\$0	\$25,559	\$0	\$0	\$0
<b>INTERGOVERNMENTAL REVENUE</b>	<b>\$40,752</b>	<b>\$0</b>	<b>\$27,098</b>	<b>\$11,707</b>	<b>\$11,707</b>	<b>\$0</b>
INVESTMENTS	\$148	\$220	\$100	\$117	\$156	\$150
TEXPOOL	2	5	3	7	\$9	15
TEXAS CLASS	9	15	5	20	\$27	20
CHECKING ACCOUNTS	12	10	5	18	\$24	25
<b>INTEREST REVENUE</b>	<b>\$171</b>	<b>\$250</b>	<b>\$113</b>	<b>\$162</b>	<b>\$216</b>	<b>\$210</b>
SALE OF FIXED ASSETS		\$0				\$0
<b>OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POLICE INVESTIGATIONS FUND (STATE)</b>	<b>\$40,923</b>	<b>\$250</b>	<b>\$27,211</b>	<b>\$11,869</b>	<b>\$11,923</b>	<b>\$210</b>

POLICE INVESTIGATIONS FUND (FEDERAL TREASURY - 103)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
SEIZED REVENUES-FEDERAL	\$0	\$0	\$0	\$0	\$0	\$0
<b>INTERGOVERNMENTAL REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
INVESTMENTS	\$0	\$0	\$0	\$0	\$0	\$0
TEXPOOL	0	0	0	0	0	0
TEXAS CLASS	0	0	0	0	0	0
CHECKING ACCOUNTS	0	0	0	0	0	0
<b>INTEREST REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POLICE INVESTIGATIONS FUND (FEDERAL TREASURY)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL POLICE INVESTIGATIONS FUND</b>	<b>\$43,372</b>	<b>\$2,526</b>	<b>\$28,948</b>	<b>\$12,050</b>	<b>\$12,129</b>	<b>\$2,596</b>

FIRE/EMS DONATION FUND (131)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
INVESTMENTS	\$175	\$103	\$103	\$101	\$135	\$197
TEXPOOL	3	1	1	16	21	10
TEXAS CLASS	8	5	5	21	28	8
CHECKING ACCOUNTS	15	1	1	11	15	10
<b>INTEREST REVENUE</b>	<b>\$201</b>	<b>\$110</b>	<b>\$110</b>	<b>\$149</b>	<b>\$199</b>	<b>\$225</b>
DONATIONS	\$262,343	\$269,200	\$269,200	\$115,854	\$171,472	\$222,000
<b>MISCELLANEOUS RECEIPTS</b>	<b>\$262,343</b>	<b>\$269,200</b>	<b>\$269,200</b>	<b>\$115,854</b>	<b>\$171,472</b>	<b>\$222,000</b>
<b>FIRE/EMS DONATION FUND</b>	<b>\$262,544</b>	<b>\$269,310</b>	<b>\$269,310</b>	<b>\$116,003</b>	<b>\$171,671</b>	<b>\$222,225</b>

REVENUE SCHEDULES  
ECONOMIC DEVELOPMENT ADMINISTRATION GRANT FUND (140)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
EDA GRANT	\$208,756	\$0	\$89,506	\$0	\$89,506	\$0
<b>INTERGOVERNMENTAL REVENUE</b>	<b>\$208,756</b>	<b>\$0</b>	<b>\$89,506</b>	<b>\$0</b>	<b>\$89,506</b>	<b>\$0</b>
INVESTMENTS	\$334	\$0	\$0	\$0	\$0	\$0
TEXPOOL	3	0	0	0	0	0
TEXAS CLASS	8	0	0	0	0	0
CHECKING ACCOUNTS	0	0	0	0	0	0
<b>INTEREST REVENUE</b>	<b>\$345</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EDA GRANT FUND</b>	<b>\$209,101</b>	<b>\$0</b>	<b>\$89,506</b>	<b>\$0</b>	<b>\$89,506</b>	<b>\$0</b>

TDRA DISASTER RECOVERY GRANT FUND (142)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
TDRA GRANT	\$3,060,685	\$751,310	\$0	\$252,245	\$252,245	\$0
<b>INTERGOVERNMENTAL REVENUE</b>	<b>\$3,060,685</b>	<b>\$751,310</b>	<b>\$0</b>	<b>\$252,245</b>	<b>\$252,245</b>	<b>\$0</b>
INVESTMENTS	\$286	\$0	\$0	\$1,477	\$1,969	\$0
TEXPOOL	2	0	0	62	83	0
TEXAS CLASS	8	0	0	363	484	0
CHECKING ACCOUNTS	0	0	0	233	311	0
<b>INTEREST REVENUE</b>	<b>\$296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,135</b>	<b>\$2,847</b>	<b>\$0</b>
<b>TDRA GRANT FUND</b>	<b>\$3,060,981</b>	<b>\$751,310</b>	<b>\$0</b>	<b>\$254,380</b>	<b>\$255,092</b>	<b>\$0</b>

MUNICIPAL COURT BUILDING SECURITY & TECHNOLOGY FUND (150)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
BLDG SECURITY FUND	\$12,874	\$14,500	\$14,500	\$8,496	\$11,328	\$15,000
TECHNOLOGY FUND	17,401	20,000	20,000	11,348	15,131	17,000
<b>COURT SECURITY FEES</b>	<b>\$30,275</b>	<b>\$34,500</b>	<b>\$34,500</b>	<b>\$19,844</b>	<b>\$26,459</b>	<b>\$32,000</b>
INVESTMENTS	\$840	\$775	\$775	\$701	\$935	\$950
TEXPOOL	11	25	25	59	79	100
TEXAS CLASS	58	50	50	181	241	225
CHECKING ACCOUNTS	66	25	25	116	155	225
<b>INTEREST REVENUE</b>	<b>\$975</b>	<b>\$875</b>	<b>\$875</b>	<b>\$1,057</b>	<b>\$1,409</b>	<b>\$1,500</b>
<b>COURT BUILDING SECURITY/TECHNOLOGY FUND</b>	<b>\$31,250</b>	<b>\$35,375</b>	<b>\$35,375</b>	<b>\$20,901</b>	<b>\$27,868</b>	<b>\$33,500</b>

SIDEWALK INSTALLATION FUND (160)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
SIDEWALK INSTALLATION	\$17,232	\$0	\$0	\$0	\$0	\$0
<b>MISCELLANEOUS RECEIPTS</b>	<b>\$17,232</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
INVESTMENTS	\$46	\$30	\$30	\$46	\$61	\$72
<b>INTEREST REVENUE</b>	<b>\$46</b>	<b>\$30</b>	<b>\$30</b>	<b>\$46</b>	<b>\$61</b>	<b>\$72</b>
<b>SIDEWALK INSTALLATION FUND</b>	<b>\$17,278</b>	<b>\$30</b>	<b>\$30</b>	<b>\$46</b>	<b>\$61</b>	<b>\$72</b>

REVENUE SCHEDULES  
PARK LAND DEDICATION FUND (164)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
COMMUNITY PARKS	\$42,600	\$40,000	\$40,000	\$31,500	\$42,000	\$42,000
<b>MISCELLANEOUS RECEIPTS</b>	<b>\$42,600</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$31,500</b>	<b>\$42,000</b>	<b>\$42,000</b>
INVESTMENTS	\$473	\$430	\$430	\$395	\$527	\$495
TEXPOOL	5	10	10	0	2	15
TEXAS CLASS	28	40	40	0	20	30
CHECKING ACCOUNTS	43	20	20	58	55	80
<b>INTEREST REVENUE</b>	<b>\$549</b>	<b>\$500</b>	<b>\$500</b>	<b>\$453</b>	<b>\$604</b>	<b>\$620</b>
<b>PARK LAND DEDICATION FUND</b>	<b>\$43,149</b>	<b>\$40,500</b>	<b>\$40,500</b>	<b>\$31,953</b>	<b>\$42,604</b>	<b>\$42,620</b>

STREETS IMPROVEMENT FUND (170)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
SALES TAX	\$0	\$0	\$0	\$0	\$0	\$954,842
<b>MISCELLANEOUS RECEIPTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$954,842</b>
INVESTMENTS	\$0	\$0	\$0	\$0	\$0	\$200
TEXPOOL	0	0	0	0	0	100
TEXAS CLASS	0	0	0	0	0	100
CHECKING ACCOUNTS	0	0	0	0	0	100
<b>INTEREST REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>
<b>STREET IMPROVEMENTS FUND</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$955,342</b>

ECONOMIC DEVELOPMENT IMPROVEMENTS FUND (175)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
SALES TAX	\$0	\$0	\$0	\$0	\$0	\$318,281
<b>MISCELLANEOUS RECEIPTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$318,281</b>
INVESTMENTS	\$0	\$0	\$0	\$0	\$0	\$200
TEXPOOL	0	0	0	0	0	100
TEXAS CLASS	0	0	0	0	0	100
CHECKING ACCOUNTS	0	0	0	0	0	100
<b>INTEREST REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>
<b>ECONOMIC DEVELOPMENT FUND</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$318,781</b>

TAX DEBT SERVICE FUND (201)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
CURRENT PROPERTY TAXES	\$1,601,496	\$2,125,330	\$2,125,330	\$2,016,534	\$2,125,330	\$2,718,112
DELINQUENT PROPERTY TAXES	0	25,000	25,000	0	25,000	25,000
<b>TAXES</b>	<b>\$1,601,496</b>	<b>\$2,150,330</b>	<b>\$2,150,330</b>	<b>\$2,016,534</b>	<b>\$2,150,330</b>	<b>\$2,743,112</b>
INVESTMENTS	\$1,749	\$1,800	\$1,800	\$1,416	\$1,888	\$1,900
TEXPOOL	25	50	50	221	295	315
TEXAS CLASS	136	150	150	386	515	520
CHECKING ACCOUNTS	240	100	100	269	359	365
<b>INTEREST REVENUE</b>	<b>\$2,150</b>	<b>\$2,100</b>	<b>\$2,100</b>	<b>\$2,292</b>	<b>\$3,056</b>	<b>\$3,100</b>
W/S DEBT SERVICE FUND	\$925,151	\$851,800	\$851,800	\$567,867	\$851,800	\$2,628,575
CAPITAL PROJECTS FUND	318,457	0	0	0	0	0
BOND PROCEEDS	3,108,289	0	0	0	99,701	0
<b>OTHER FINANCING SOURCES</b>	<b>\$4,351,897</b>	<b>\$851,800</b>	<b>\$851,800</b>	<b>\$567,867</b>	<b>\$951,501</b>	<b>\$2,628,575</b>
<b>TAX DEBT SERVICE FUND</b>	<b>\$5,955,543</b>	<b>\$3,004,230</b>	<b>\$3,004,230</b>	<b>\$2,586,693</b>	<b>\$3,104,887</b>	<b>\$5,374,787</b>

REVENUE SCHEDULES

2010 G.O. BONDS FUND (252)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
TEXAS CLASS	\$343	\$0	\$0	\$874	\$1,165	\$0
<b>INTEREST REVENUE</b>	<b>\$343</b>	<b>\$0</b>	<b>\$0</b>	<b>\$874</b>	<b>\$1,165</b>	<b>\$0</b>
<b>2010 G.O. BONDS</b>	<b>\$343</b>	<b>\$0</b>	<b>\$0</b>	<b>\$874</b>	<b>\$1,165</b>	<b>\$0</b>

2014 G.O. BOND FUNDS (FUND 253)  
2016 G.O. BOND FUNDS (FUND 254)  
2017 G.O. BOND FUNDS (FUND 255)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
TEXAS CLASS	\$7,861	\$0	\$0	\$34,578	\$46,104	\$0
<b>INTEREST REVENUE</b>	<b>\$7,861</b>	<b>\$0</b>	<b>\$0</b>	<b>\$34,578</b>	<b>\$46,104</b>	<b>\$0</b>
BOND PROCEEDS	\$9,595,000	\$6,233,438	\$8,578,000	\$0	\$8,575,000	\$5,853,000
PREMIUM	378,457	0	0	0	0	0
TRANS FROM GENERAL FUND		0	0	0	0	0
<b>OTHER FINANCING SOURCES</b>	<b>\$9,973,457</b>	<b>\$6,233,438</b>	<b>\$8,578,000</b>	<b>\$0</b>	<b>\$8,575,000</b>	<b>\$5,853,000</b>
<b>2014, 2016 &amp; 2017 G.O. BOND FUNDS</b>	<b>\$9,981,318</b>	<b>\$6,233,438</b>	<b>\$8,578,000</b>	<b>\$34,578</b>	<b>\$8,621,104</b>	<b>\$5,853,000</b>

1776 PARK TRUST FUND (701)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
INVESTMENTS	\$119	\$95	\$95	\$75	\$100	\$115
TEXPOOL	2	5	5	10	13	15
TEXAS CLASS	6	10	10	24	32	45
CHECKING ACCOUNTS	10	5	5	15	20	25
<b>INTEREST REVENUE</b>	<b>\$137</b>	<b>\$115</b>	<b>\$115</b>	<b>\$124</b>	<b>\$165</b>	<b>\$200</b>
<b>1776 PARK TRUST FUND</b>	<b>\$137</b>	<b>\$115</b>	<b>\$115</b>	<b>\$124</b>	<b>\$165</b>	<b>\$200</b>

WATER & SEWER OPERATION FUND (401)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
SINGLE FMLY RES	\$4,893,211	\$4,702,761	\$4,702,761	\$2,636,622	\$4,491,356	\$4,691,356
SINGLE COMMERCIAL	365,641	350,771	350,771	195,839	300,406	300,406
MULTI FMLY RES	342,838	435,830	435,830	184,124	311,509	311,509
MULTI COMMERCIAL	68,230	80,650	80,650	40,407	62,667	62,667
SPRINKLER ONLY	834,663	826,995	826,995	394,843	770,551	870,551
OTHER	44,410	40,180	40,180	43,135	188,101	188,101
SINGLE FMLY RES	4,593,035	4,375,071	4,375,071	2,668,928	4,100,748	4,100,748
SINGLE COMMERCIAL	190,095	201,841	201,841	145,381	224,212	224,212
MULTI FMLY RES	238,971	277,040	277,040	129,471	219,508	219,508
MULTI COMMERCIAL	45,691	51,680	51,680	27,479	42,914	42,914
OTHER	53,016	66,798	66,798	6,689	10,939	10,940
<b>CHARGES FOR SERVICES</b>	<b>\$11,669,801</b>	<b>\$11,409,617</b>	<b>\$11,409,617</b>	<b>\$6,472,920</b>	<b>\$10,722,911</b>	<b>\$11,022,912</b>
INVESTMENTS	\$38,056	\$32,000	\$32,000	\$37,882	\$52,128	\$32,000
TEXPOOL	508	400	400	2,833	3,654	400
TEXAS CLASS	2,527	2,200	2,200	6,512	7,812	2,200
CHECKING ACCOUNTS	3,229	1,100	1,100	812	1,143	1,100
<b>INTEREST REVENUE</b>	<b>\$44,320</b>	<b>\$35,700</b>	<b>\$35,700</b>	<b>\$48,039</b>	<b>\$64,737</b>	<b>\$35,700</b>
MISCELLANEOUS RECEIPTS	\$1,371,204	\$0	\$0	\$26,322	\$26,322	\$0
ADMINISTRATIVE FEES	242,233	243,000	243,000	152,586	240,000	240,000
SAME DAY SERVICE FEE	3,974	4,125	4,125	3,300	4,400	4,400
DISCONNECT/RECONNECT FEE	40,075	40,000	40,000	34,375	41,833	42,000
TAMPERING FEE	6,600	6,000	6,000	2,400	3,200	3,200
PULLED METER FEES	700	900	900	0	500	500
BROKEN LOCK FEE	100	25	25	0	25	25
METER REPLACEMENT FEE	155	0	0	0	0	0
TRRA-COLLECTION FEE (5%)	19	25	25	0	0	0
MISCELLANEOUS RECEIPTS	0	0	0	51,483	51,483	0
RETURN CHECK FEE	2,412	1,600	1,600	1,176	2,268	2,200
INSURANCE	7,838	0	0	7,839	7,839	0
PY INSURANCE REIMBURSE	0	0	0	707	707	0
WATER METERS	30,960	32,155	32,155	19,910	28,500	28,500
<b>MISCELLANEOUS RECEIPTS</b>	<b>\$1,706,270</b>	<b>\$327,830</b>	<b>\$327,830</b>	<b>\$300,098</b>	<b>\$407,077</b>	<b>\$320,825</b>
<b>WATER &amp; SEWER OPERATION FUND</b>	<b>\$13,420,391</b>	<b>\$11,773,147</b>	<b>\$11,773,147</b>	<b>\$6,821,057</b>	<b>\$11,194,725</b>	<b>\$11,379,437</b>

REVENUE SCHEDULES

2006 WATER & SEWER BOND CONSTRUCTION FUND (418)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
INVESTMENTS	\$0	\$0	\$0	\$0	\$0	\$0
TEXAS CLASS	0	0	0	3,306	4,408	0
2006 TEXAS CLASS W/S REV BONDS	1,407	0	0	0	0	0
<b>INTEREST REVENUE</b>	<b>\$1,407</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,306</b>	<b>\$4,408</b>	<b>\$0</b>
TRANS FROM W/S OPER FUND	\$0	\$0	\$0	\$0	\$0	\$0
<b>OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>2006 WATER &amp; SEWER BOND CONSTRUCTION FUND</b>	<b>\$1,407</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,306</b>	<b>\$4,408</b>	<b>\$0</b>

2009 WATER & SEWER BOND CONSTRUCTION FUND (419)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
2009 TEXAS CLASS W/S REV BONDS	\$477	\$0	\$0	\$1,183	\$1,577	\$0
<b>INTEREST REVENUE</b>	<b>\$477</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,183</b>	<b>\$1,577</b>	<b>\$0</b>
<b>2009 WATER &amp; SEWER BOND CONSTRUCTION FUND</b>	<b>\$477</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,183</b>	<b>\$1,577</b>	<b>\$0</b>

2016 WATER & SEWER BOND CONSTRUCTION FUND (420)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
2016 TEXAS CLASS W/S REV BONDS	\$0	\$0	\$0	\$0	\$0	\$3,000
<b>INTEREST REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,000</b>
MISCELLANEOUS	\$0	\$0	\$0	\$5,619,530	\$5,619,530	\$0
<b>OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,619,530</b>	<b>\$5,619,530</b>	<b>\$0</b>
<b>2016 WATER &amp; SEWER BOND CONSTRUCTION FUND</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,619,530</b>	<b>\$5,619,530</b>	<b>\$3,000</b>

WATER CIP/IMPACT FEE FUND (480)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
CW IMPACT FEES-2008	\$283,968	\$267,265	\$267,265	\$243,774	\$339,822	\$365,400
<b>CHARGES FOR SERVICES</b>	<b>\$283,968</b>	<b>\$267,265</b>	<b>\$267,265</b>	<b>\$243,774</b>	<b>\$339,822</b>	<b>\$365,400</b>
INVESTMENTS	\$199	\$134	\$134	\$127	\$223	\$223
TEXPOOL	3	2	2	19	26	26
TEXAS CLASS	14	15	15	41	55	55
CHECKING ACCOUNTS	19	7	7	27	49	49
<b>INTEREST REVENUE</b>	<b>\$235</b>	<b>\$158</b>	<b>\$158</b>	<b>\$214</b>	<b>\$353</b>	<b>\$353</b>
<b>WATER CIP/IMPACT FEE FUND</b>	<b>\$284,203</b>	<b>\$267,423</b>	<b>\$267,423</b>	<b>\$243,988</b>	<b>\$340,175</b>	<b>\$365,753</b>

SEWER CIP/IMPACT FEE FUND (580)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
CW IMPACT FEES-2008	\$176,952	\$144,480	\$144,480	\$94,081	\$132,721	\$147,000
<b>CHARGES FOR SERVICES</b>	<b>\$176,952</b>	<b>\$144,480</b>	<b>\$144,480</b>	<b>\$94,081</b>	<b>\$132,721</b>	<b>\$147,000</b>
INVESTMENTS	\$75	\$49	\$49	\$46	\$62	\$61
TEXPOOL	1	1	1	15	13	14
TEXAS CLASS	5	5	5	5	15	15
CHECKING ACCOUNTS	6	1	1	10	14	14
<b>INTEREST REVENUE</b>	<b>\$87</b>	<b>\$56</b>	<b>\$56</b>	<b>\$76</b>	<b>\$104</b>	<b>\$104</b>
<b>SEWER CIP/IMPACT FEE FUND</b>	<b>\$177,039</b>	<b>\$144,536</b>	<b>\$144,536</b>	<b>\$94,157</b>	<b>\$132,825</b>	<b>\$147,104</b>

REVENUE SCHEDULES

WATER & SEWER REVENUE DEBT FUND (490)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
INVESTMENTS	\$2,164	\$2,400	\$2,400	\$2,017	\$2,525	\$2,500
TEXPOOL	31	50	50	108	251	300
TEXAS CLASS	157	200	200	580	822	900
CHECKING ACCOUNTS	261	150	150	379	514	500
<b>INTEREST REVENUE</b>	<b>\$2,613</b>	<b>\$2,800</b>	<b>\$2,800</b>	<b>\$3,084</b>	<b>\$4,112</b>	<b>\$4,200</b>
TRANS FROM W/S OPER FUND	\$2,645,172	\$2,794,684	\$2,822,951	\$2,096,013	\$2,822,951	\$2,903,425
WATER CIP/IMPACT FEE FUND	367,500	275,000	275,000	206,250	275,000	400,000
TAX DEBT SERVICE	0	0	0	0	0	0
SEWER CIP/IMPACT FEE FUND	156,667	100,000	125,000	93,750	125,000	100,000
<b>OTHER FINANCING SOURCES</b>	<b>\$3,169,339</b>	<b>\$3,169,684</b>	<b>\$3,222,951</b>	<b>\$2,396,013</b>	<b>\$3,222,951</b>	<b>\$3,403,425</b>
<b>WATER &amp; SEWER REVENUE DEBT FUND</b>	<b>\$3,171,952</b>	<b>\$3,172,484</b>	<b>\$3,225,751</b>	<b>\$2,399,097</b>	<b>\$3,227,063</b>	<b>\$3,407,625</b>

VEHICLE REPLACEMENT FUND (301)

ACCOUNT DESCRIPTION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
INVESTMENTS	\$1,021	\$860	\$860	\$675	\$975	\$1,000
TEXPOOL	13	10	10	58	68	75
TEXAS CLASS	6	0	0	211	230	250
CHECKING ACCOUNTS	84	30	30	131	160	175
<b>INTEREST REVENUE</b>	<b>\$1,124</b>	<b>\$900</b>	<b>\$900</b>	<b>\$1,075</b>	<b>\$1,433</b>	<b>\$1,500</b>
LEASE REVENUE	\$359,125	\$355,129	\$355,129	\$266,347	\$266,347	\$375,718
<b>LEASE REVENUE</b>	<b>\$359,125</b>	<b>\$355,129</b>	<b>\$355,129</b>	<b>\$266,347</b>	<b>\$266,347</b>	<b>\$375,718</b>
SALE OF FIXED ASSETS	\$0	\$0	\$0	\$4,825	\$4,825	\$0
<b>OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,825</b>	<b>\$4,825</b>	<b>\$0</b>
<b>VEHICLE REPLACEMENT PLAN</b>	<b>\$360,249</b>	<b>\$356,029</b>	<b>\$356,029</b>	<b>\$272,247</b>	<b>\$272,605</b>	<b>\$377,218</b>

## General and Administrative Transfers

**Transfers to Other Funds**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/2016	FY16 Year End Estimate	FY17 Proposed Budget
<b>2015 G.O. BOND FUND</b>						
Tax Debt Service Fund	\$318,457	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$318,457</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>WATER AND SEWER OPERATING FUND</b>						
General Fund	\$1,226,205	\$1,321,284	\$1,321,284	\$880,856	\$1,321,284	\$1,358,744
TDRA Grant Fund	272,858	0	56,650	0	56,650	0
W/S Revenue Debt Service Fund	2,645,172	2,794,684	2,822,951	\$2,096,013	2,822,951	2,903,425
<b>TOTAL</b>	<b>\$4,144,235</b>	<b>\$4,115,968</b>	<b>\$4,200,885</b>	<b>\$2,976,869</b>	<b>\$4,200,885</b>	<b>\$4,262,169</b>
<b>WATER AND SEWER REVENUE DEBT FUNDS</b>						
Tax Debt Service Fund	\$925,151	\$851,800	\$851,800	\$567,867	\$851,800	\$2,628,575
<b>TOTAL</b>	<b>\$925,151</b>	<b>\$851,800</b>	<b>\$851,800</b>	<b>\$567,867</b>	<b>\$851,800</b>	<b>\$2,628,575</b>
<b>WATER CIP/IMPACT FEE FUND</b>						
W/S Revenue Debt Service Fund	\$367,500	\$275,000	\$275,000	\$206,250	\$275,000	\$400,000
<b>TOTAL</b>	<b>\$367,500</b>	<b>\$275,000</b>	<b>\$275,000</b>	<b>\$206,250</b>	<b>\$275,000</b>	<b>\$400,000</b>
<b>SEWER CIP/IMPACT FEE FUND</b>						
W/S Revenue Debt Service Fund	\$156,667	\$125,000	\$125,000	\$93,750	\$125,000	\$100,000
<b>TOTAL</b>	<b>\$156,667</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$93,750</b>	<b>\$125,000</b>	<b>\$100,000</b>
<b>TOTAL TRANSFERS TO OTHER FUNDS</b>	<b>\$5,912,010</b>	<b>\$5,367,768</b>	<b>\$5,452,685</b>	<b>\$3,844,736</b>	<b>\$5,452,685</b>	<b>\$7,390,744</b>

**Transfers from Other Funds**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/2016	FY16 Year End Estimate	FY17 Proposed Budget
<b>GENERAL FUND</b>						
W/S Operation Fund	\$1,226,205	\$1,321,284	\$1,321,284	\$880,856	\$1,321,284	\$1,358,744
<b>TOTAL</b>	<b>\$1,226,205</b>	<b>\$1,321,284</b>	<b>\$1,321,284</b>	<b>\$880,856</b>	<b>\$1,321,284</b>	<b>\$1,358,744</b>
<b>TDRA GRANT FUND</b>						
W/S Operations Fund	\$272,858	\$0	\$56,650	\$0	\$56,650	\$0
<b>TOTAL</b>	<b>\$272,858</b>	<b>\$0</b>	<b>\$56,650</b>	<b>\$0</b>	<b>\$56,650</b>	<b>\$0</b>
<b>TAX DEBT SERVICE FUND</b>						
2015 G.O. Bond Fund	\$318,457	\$0	\$0	\$0	\$0	\$0
W/S Revenue Debt Service Fund	925,151	851,800	851,800	567,867	851,800	2,628,575
<b>TOTAL</b>	<b>\$1,243,608</b>	<b>\$851,800</b>	<b>\$851,800</b>	<b>\$567,867</b>	<b>\$851,800</b>	<b>\$2,628,575</b>
<b>WATER AND SEWER REVENUE DEBT SERVICE FUND</b>						
W/S Operation Fund	\$2,645,172	\$2,794,684	\$2,822,951	\$2,096,013	\$2,822,951	\$2,903,425
Water CIP/Impact Fee Fund	367,500	275,000	275,000	206,250	275,000	400,000
Sewer CIP/Impact Fee Fund	156,667	125,000	125,000	93,750	125,000	100,000
<b>TOTAL</b>	<b>\$3,169,339</b>	<b>\$3,194,684</b>	<b>\$3,222,951</b>	<b>\$2,396,013</b>	<b>\$3,222,951</b>	<b>\$3,403,425</b>
<b>TOTAL TRANSFERS FROM OTHER FUNDS</b>	<b>\$5,912,010</b>	<b>\$5,367,768</b>	<b>\$5,452,685</b>	<b>\$3,844,736</b>	<b>\$5,452,685</b>	<b>\$7,390,744</b>

### Summary of Debt Service Funds

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>General Obligation Bonds</b>	\$4,445,475	\$898,269	\$898,269	\$814,711	\$997,970	\$1,358,163
<b>Certificates of Obligations</b>	0	0	0	0	0	0
<b>Refunding Bonds</b>	8,969,341	3,527,644	3,736,944	3,073,435	3,736,944	3,796,824
<b>Revenue Bonds</b>	1,327,402	836,890	836,890	599,870	836,890	774,850
<b>Other Tax Debt</b>	159,238	66,912	66,912	61,901	66,912	219,156
<b>Total</b>	<b>\$14,901,456</b>	<b>\$5,329,715</b>	<b>\$5,539,015</b>	<b>\$4,549,917</b>	<b>\$5,638,716</b>	<b>\$6,148,993</b>

### Debt Service Funds Overview

The Tax Debt Service Fund is used to account for property taxes levied for payment of principal and interest on all general long-term debt of the City. The basis of budgeting for the Tax Debt Service Fund is the modified accrual method and is the same as the basis of accounting reported in the Comprehensive Annual Financial Report (CAFR).

The Water and Sewer Revenue Debt Service Fund is used to account for payment of principal and interest on all enterprise fund long-term debt of the City issued for utility capital improvements. Accrual basis of budgeting and accounting are used in the Water & Sewer Revenue Debt Service Fund with the following exceptions: debt principal payments are budgeted as expenses, bond issuance costs are for the full amount in the bond sale year, interfund transfers between Enterprise Funds are budgeted as income and expense. The expenses are reclassified for reporting purposes in the CAFR.

In FY 2010-11, the City refinanced its 2001 Series Water & Sewer Revenue Bonds as Series 2010B General Obligation Bonds. Debt service payments on the Series 2010B Bonds will be supported by the Water & Sewer Fund through annual transfers to the Tax Debt Service Fund over the entire life of the bonds. This refinancing strategy did not alter the maturity date of the outstanding debt and resulted in a significant rate difference that will lower the interest amount due over the life of the bonds.

In FY 2014-15, the City refinanced its 2006 Series Water & Sewer Revenue Bonds as a portion of the Series 2014 General Obligation Bonds. Debt service payments on the Series 2014 Bonds will be supported by the Water & Sewer Fund through annual transfers to the Tax Debt Service Fund over the entire life of the bonds. This refinancing strategy did not alter the maturity date of the outstanding debt and resulted in a significant rate difference that will lower the interest amount due over the life of the bonds.

In FY 2015-16, the City refinanced the remainder of its 2006 Series Water & Sewer Revenue Bonds as a portion of the Series 2016 General Obligation Bonds and refinanced a portion of its 2009 Series Water & Sewer Revenue Bonds as a portion of the Series 2016A General Obligation Bonds. Debt service payments on the Series 2014, 2016 and 2016A Bonds will be supported by the Water & Sewer Fund through annual transfers to the Tax Debt Service Fund over the entire life of the bonds. This refinancing strategy did not alter the maturity date of the outstanding debt and resulted in a significant rate difference that will lower the interest amount due over the life of the bonds.

### City of Friendswood Legal Debt Margin Information

As a City Council - City Manager form of government, the City of Friendswood is not limited by law in the amount of debt it may issue. The City's Charter states: "In keeping with the Constitution of the State of Texas and not contrary thereto, the City of Friendswood shall have the power to borrow money on the credit of the City for any public purpose not now or hereafter prohibited by the Constitution and laws of the State of Texas, and shall have the right to issue all tax bonds, revenue bonds, funding and refunding bonds, time warrants and other evidence of indebtedness as now authorized or as may hereafter be authorized to be issued by cities and towns by the laws of the State of Texas.

Article 11, Section 5 of the State of Texas Constitution states in part: "but no tax for any purpose shall ever be lawful for any one year, which shall exceed two and one-half percent (2.5%) of the taxable property of such city". This means the City of Friendswood (as a Home Rule city) cannot adopt a tax rate greater than \$2.50 per \$100 taxable property valuation.

Per the City's Financial Advisor using the Texas Attorney General's guideline for home rule cities, the City's legal debt margin is based on a tax rate of \$1.35 per \$100 of net assessed property value with projected 100% collection of the tax levy. For FY17, the City's legal debt margin is \$44,109,204. This means the City could issue debt (bonds) up to an amount that generates a maximum annual debt service requirement of less than \$44,109,204.

#### Legal Debt Margin Calculation

By way of reference, the Home Rule Cities calculation of the legal debt margin for the City of Friendswood is below:

Estimated net assessed value:

**\$3,267,348,436**

For Texas Constitution Legal Debt Margin for Friendwood:

Divide the estimated net assessed value by \$100 and multiply by the Texas Attorney General home rule tax rate of \$1.35. Then, subtract the maximum annual debt service requirement amount for existing General Obligation (G.O.) debt.

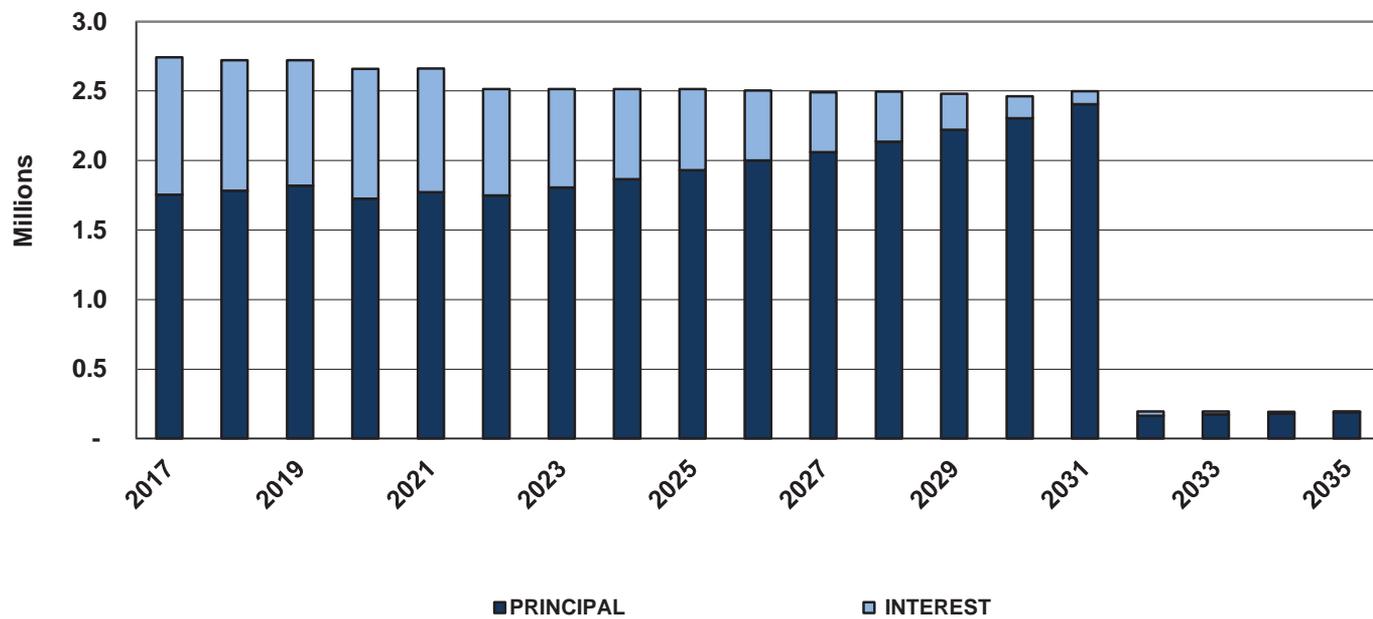
**\$44,109,204** City of Friendswood's Maximum Legal Debt Service Requirement (based on tax rate of \$1.35 per \$100 value)

**5,664,077** City of Friendswood's maximum annual debt service requirement for existing G.O. debt (will occur in fiscal year 2019)

**\$38,445,127** City of Friendswood's FY17 Debt Margin

According to the City's Financial Advisor, a debt margin of \$38,445,127 translates into additional debt capacity of approximately \$410 million in bonds (depending on factors such as the number of sales and the interest environment).

### Tax Debt Service To Maturity



YEAR	PRINCIPAL	INTEREST	TOTAL
2017	\$1,753,720	\$988,098	\$2,741,818
2018	1,783,720	938,679	2,722,399
2019	1,818,720	901,879	2,720,599
2020	1,726,920	933,100	2,660,020
2021	1,771,920	890,825	2,662,745
2022	1,750,000	763,230	2,513,230
2023	1,805,000	709,568	2,514,568
2024	1,865,000	649,030	2,514,030
2025	1,930,000	583,743	2,513,743
2026	2,000,000	504,916	2,504,916
2027	2,060,000	430,366	2,490,366
2028	2,135,000	360,356	2,495,356
2029	2,220,000	261,106	2,481,106
2030	2,305,000	156,113	2,461,113
2031	2,405,000	93,050	2,498,050
2032	165,000	29,806	194,806
2033	175,000	21,731	196,731
2034	180,000	13,300	193,300
2035	190,000	4,513	194,513
<b>Total</b>	<b><u>\$30,040,000</u></b>	<b><u>\$9,233,408</u></b>	<b><u>\$39,273,408</u></b>

**Tax Debt Service Fund**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>General Obligation Bonds</b>						
Principal	\$510,000	\$525,000	\$525,000	\$525,000	\$525,000	\$660,000
Interest	296,958	371,769	371,769	188,510	371,769	695,913
Issuance Cost	3,637,017	0	0	99,701	99,701	0
Paying Agent Fees	1,500	1,500	1,500	1,500	1,500	2,250
<b>Total</b>	<b>\$4,445,475</b>	<b>\$898,269</b>	<b>\$898,269</b>	<b>\$814,711</b>	<b>\$997,970</b>	<b>\$1,358,163</b>
<b>Revenue Bonds</b>						
Principal	\$0	\$0	\$0	\$0	\$0	\$0
Interest	0	0	0	0	0	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Refunding Bonds</b>						
Principal	\$645,001	\$865,000	\$865,000	\$865,000	\$865,000	\$885,000
Interest	442,902	299,250	299,250	195,175	299,250	281,749
Issuance Cost	139,568	0	0	0	0	0
Paying Agent Fees	1,500	1,500	1,500	500	1,500	1,500
<b>Total</b>	<b>\$1,228,971</b>	<b>\$1,165,750</b>	<b>\$1,165,750</b>	<b>\$1,060,675</b>	<b>\$1,165,750</b>	<b>\$1,168,249</b>
<b>Other Tax Debt</b>						
Principal	\$150,531	\$60,881	\$60,881	\$58,977	\$60,881	\$208,720
Interest	8,707	6,031	6,031	2,924	6,031	10,436
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
<b>Total</b>	<b>\$159,238</b>	<b>\$66,912</b>	<b>\$66,912</b>	<b>\$61,901</b>	<b>\$66,912</b>	<b>\$219,156</b>
<b>Certificates of Obligation</b>						
Principal	\$0	\$0	\$0	\$0	\$0	\$0
Interest	0	0	0	0	0	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Tax Debt Service Fund</b>	<b>\$5,833,684</b>	<b>\$2,130,931</b>	<b>\$2,130,931</b>	<b>\$1,937,287</b>	<b>\$2,230,632</b>	<b>\$2,745,568</b>

**DEBT SERVICE  
TAX DEBT SERVICE FUND  
ACCOUNT LISTING**

	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY17 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY 17 PROPOSED BUDGET
93-12 PRINCIPAL - 2005 GO BONDS	\$400,000	\$0	\$0	\$0	\$0	\$0
93-13 PRINCIPAL - 2010 GO BONDS	110,000	115,000	115,000	115,000	115,000	120,000
93-15 PRINCIPAL - 2012 REFUNDING GO BONDS	440,000	460,000	460,000	460,000	460,000	810,000
93-16 PRINCIPAL - 2014 REFUNDING GO BONDS	205,001	405,000	405,000	405,000	405,000	75,000
93-17 PRINCIPAL - 2015 GO BONDS	0	410,000	410,000	410,000	410,000	425,000
93-18 PRINCIPAL - 2016 GO BONDS	0	0	0	0	0	115,000
<b>BOND AND GO PRINCIPAL</b>	<b>\$1,155,001</b>	<b>\$1,390,000</b>	<b>\$1,390,000</b>	<b>\$1,390,000</b>	<b>\$1,390,000</b>	<b>\$1,545,000</b>
93-71 PRINCIPAL - 17 COMPUTER REFRESH	\$0	\$0	\$0	\$0	\$0	\$131,800
93-75 PRINCIPAL - 17 FVFD RADIO REPLACEMENT	0	0	0	0	0	76,920
93-95 PRINCIPAL - 13 PUBLIC WORKS EQUIP	49,075	0	0	0	0	0
93-96 PRINCIPAL - 08 FIRE TRUCK	60,740	60,881	60,881	58,977	60,881	0
93-97 PRINCIPAL - 09 GRADALL	40,716	0	0	0	0	0
<b>OTHER DEBT PRINCIPAL</b>	<b>\$150,531</b>	<b>\$60,881</b>	<b>\$60,881</b>	<b>\$58,977</b>	<b>\$60,881</b>	<b>\$208,720</b>
93-12 INTEREST - 2005 GO BONDS	\$8,750	\$0	\$0	\$0	\$0	\$0
93-13 INTEREST - 2010 GO BONDS	119,175	116,925	116,925	59,038	116,925	113,975
93-15 INTEREST - 2012 REFUNDING GO BONDS	221,750	212,750	212,750	108,675	212,750	200,050
93-16 INTEREST - 2014 REFUNDING GO BONDS	221,152	86,500	86,500	86,500	86,500	81,699
93-17 INTEREST - 2015 GO BONDS	169,033	254,844	254,844	129,472	254,844	245,963
93-18 INTEREST - 2016 GO BONDS	0	0	0	0	0	335,975
<b>BOND AND GO INTEREST</b>	<b>\$739,860</b>	<b>\$671,019</b>	<b>\$671,019</b>	<b>\$383,685</b>	<b>\$671,019</b>	<b>\$977,662</b>
93-71 INTEREST - 17 COMPUTER REFRESH	\$0	\$0	\$0	\$0	\$0	\$6,590
93-75 INTEREST - 17 FVFD RADIO REPLACEMENT	0	0	0	0	0	3,846
93-95 INTEREST - 13 PUBLIC WORKS EQUIP	516	0	0	0	0	0
93-96 INTEREST - 08 FIRE TRUCK	6,172	6,031	6,031	2,924	6,031	0
93-97 INTEREST - 09 GRADALL	2,019	0	0	0	0	0
<b>OTHER DEBT INTEREST</b>	<b>\$8,707</b>	<b>\$6,031</b>	<b>\$6,031</b>	<b>\$2,924</b>	<b>\$6,031</b>	<b>\$10,436</b>
93-13 FISCAL FEES - 10 GO BONDS	\$750	\$750	\$750	\$750	\$750	\$750
93-15 FISCAL FEES - 12 REFUNDING GO BONDS	500	500	500	500	500	500
93-16 FISCAL FEES - 14 REFUNDING GO BONDS	1,000	1,000	1,000	0	1,000	1,000
93-17 FISCAL FEES - 15 GO BONDS	750	750	750	750	750	750
93-18 FISCAL FEES - 16 GO BONDS	0	0	0	0	0	750
<b>FISCAL AGENT FEES</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$2,000</b>	<b>\$3,000</b>	<b>\$3,750</b>
93-16 ISSUE COSTS - 14 REFUNDING GO BONDS	\$139,568	\$0	\$0	\$0	\$0	\$0
93-17 ISSUE COSTS - 15 GO BONDS	134,218	0	0	0	0	0
93-18 ISSUE COSTS - 16 GO BONDS	0	0	0	99,701	99,701	0
95-10 ISSUE COSTS - OTHER FINANCING USES	3,502,799	0	0	0	0	0
<b>ISSUE COSTS</b>	<b>\$3,776,585</b>	<b>\$0</b>	<b>\$0</b>	<b>\$99,701</b>	<b>\$99,701</b>	<b>\$0</b>
<b>Total for TAX DEBT SERVICE FUND</b>	<b>\$5,833,684</b>	<b>\$2,130,931</b>	<b>\$2,130,931</b>	<b>\$1,937,287</b>	<b>\$2,230,632</b>	<b>\$2,745,568</b>

## Tax Debt Service Fund

### Summary Schedule of Tax Debt Service to Maturity

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	\$1,753,720	\$988,098	\$2,741,818
2018	1,783,720	938,679	2,722,399
2019	1,818,720	901,879	2,720,599
2020	1,726,920	933,100	2,586,946
2021	1,771,920	890,825	2,589,671
2022	1,750,000	763,230	2,513,230
2023	1,805,000	709,568	2,514,568
2024	1,865,000	649,030	2,514,030
2025	1,930,000	583,743	2,513,743
2026	2,000,000	504,916	2,504,916
2027	2,060,000	430,366	2,490,366
2028	2,135,000	360,356	2,495,356
2029	2,220,000	261,106	2,481,106
2030	2,305,000	156,113	2,461,113
2031	2,405,000	93,050	2,498,050
2032	165,000	29,806	194,806
2033	175,000	21,731	196,731
2034	180,000	13,300	193,300
2035	190,000	4,513	194,513
<b>TOTAL</b>	<b>\$30,040,000</b>	<b>\$9,233,408</b>	<b>\$39,127,260</b>

**Tax Debt Service Fund**

**Schedule of 2010 General Obligation Bonds  
By Maturity Date**

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	\$120,000	\$113,975	\$233,975
2018	125,000	110,300	235,300
2019	130,000	106,475	236,475
2020	135,000	101,825	236,825
2021	140,000	96,325	236,325
2022	145,000	90,625	235,625
2023	140,000	84,925	224,925
2024	155,000	79,025	234,025
2025	155,000	72,825	227,825
2026	170,000	66,325	236,325
2027	135,000	60,225	195,225
2028	140,000	54,725	194,725
2029	145,000	49,025	194,025
2030	150,000	43,125	193,125
2031	160,000	36,925	196,925
2032	165,000	29,806	194,806
2033	175,000	21,731	196,731
2034	180,000	13,300	193,300
2035	190,000	4,513	194,513
<b>TOTAL</b>	<b>\$2,855,000</b>	<b>\$1,236,000</b>	<b>\$4,091,000</b>

**Schedule of 2012 General Obligation Refunding Bonds  
By Maturity Date**

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	\$810,000	\$200,050	\$1,010,050
2018	825,000	183,700	1,008,700
2019	840,000	167,050	1,007,050
2020	855,000	150,100	1,005,100
2021	880,000	128,350	1,008,350
2022	910,000	99,225	1,009,225
2023	555,000	73,588	628,588
2024	580,000	53,725	633,725
2025	610,000	32,900	642,900
2026	635,000	11,113	646,113
<b>TOTAL</b>	<b>\$7,500,000</b>	<b>\$1,099,800</b>	<b>\$8,599,800</b>

**Tax Debt Service Fund**

**Schedule of 2014 General Obligation Refund Bonds  
By Maturity Date**

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	\$75,000	\$81,699	\$156,699
2018	80,000	80,149	160,149
2019	75,000	78,599	153,599
2020	80,000	77,049	157,049
2021	75,000	75,124	150,124
2022	80,000	72,799	152,799
2023	480,000	64,399	544,399
2024	480,000	47,599	527,599
2025	500,000	27,999	527,999
2026	450,000	9,010	459,010
<b>TOTAL</b>	<b>\$2,375,000</b>	<b>\$614,426</b>	<b>\$2,989,426</b>

**Schedule of 2015 General Obligation Bonds  
By Maturity Date**

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	\$425,000	\$245,963	\$670,963
2018	435,000	235,744	670,744
2019	450,000	224,681	674,681
2020	460,000	213,306	673,306
2021	475,000	200,431	675,431
2022	490,000	185,956	675,956
2023	505,000	171,031	676,031
2024	520,000	155,656	675,656
2025	535,000	141,169	676,169
2026	605,000	126,919	731,919
2027	1,025,000	105,903	1,130,903
2028	1,055,000	77,944	1,132,944
2029	1,085,000	48,519	1,133,519
2030	1,120,000	16,800	1,136,800
<b>TOTAL</b>	<b>\$9,185,000</b>	<b>\$2,150,022</b>	<b>\$11,335,022</b>

**Tax Debt Service Fund**

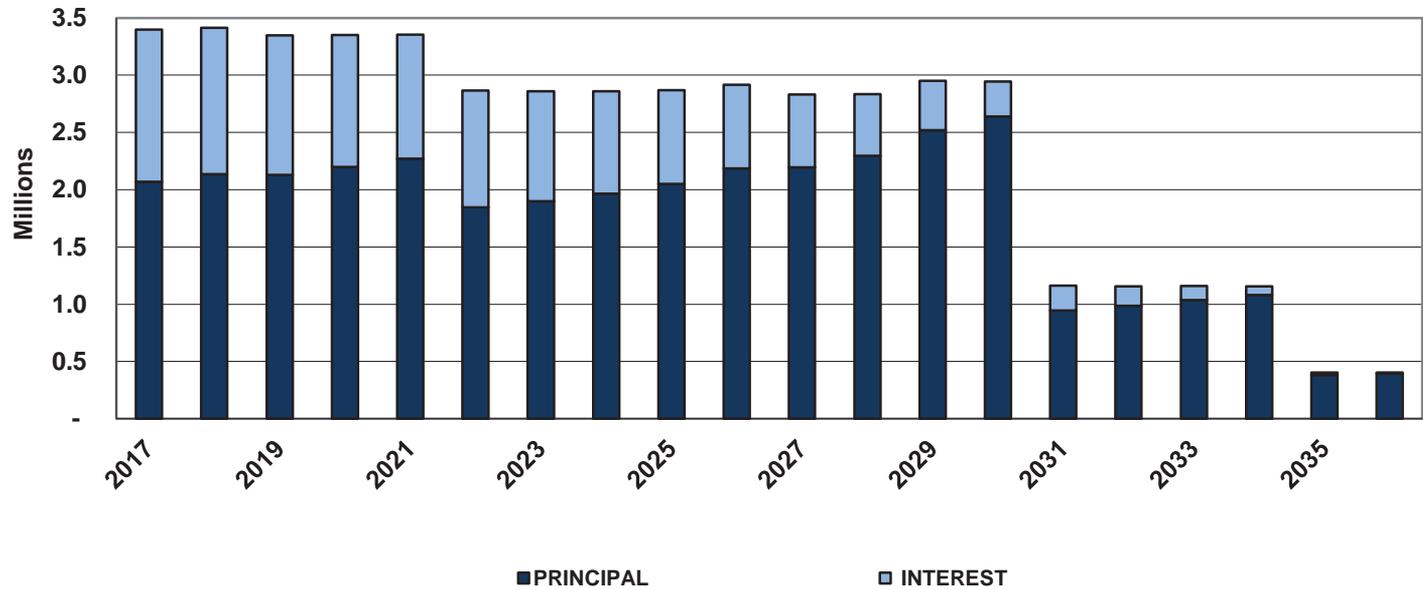
**Schedule of 2016 General Obligation Bonds  
By Maturity Date**

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	\$115,000	\$335,975	\$450,975
2018	110,000	318,350	428,350
2019	115,000	314,638	429,638
2020	120,000	313,900	433,900
2021	125,000	313,675	438,675
2022	125,000	314,625	439,625
2023	125,000	315,625	440,625
2024	130,000	313,025	443,025
2025	130,000	308,850	438,850
2026	140,000	291,550	431,550
2027	900,000	264,238	1,164,238
2028	940,000	227,688	1,167,688
2029	990,000	163,563	1,153,563
2030	1,035,000	96,188	1,131,188
2031	2,245,000	56,125	2,301,125
<b>TOTAL</b>	<b>\$7,345,000</b>	<b>\$3,948,013</b>	<b>\$11,293,013</b>

**Estimated Obligations Under Capital Leases**

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	\$208,720	\$10,436	\$219,156
2018	208,720	10,436	219,156
2019	208,720	10,436	219,156
2020	76,920	3,846	80,766
2021	76,920	3,846	80,766
<b>TOTAL</b>	<b>\$780,000</b>	<b>\$39,000</b>	<b>\$819,000</b>

### Revenue Debt Service To Maturity



YEAR	PRINCIPAL	INTEREST	TOTAL
2017	\$2,070,000	\$1,328,575	\$3,398,575
2018	2,135,000	1,277,878	3,412,878
2019	2,130,000	1,218,578	3,348,578
2020	2,200,000	1,151,228	3,351,228
2021	2,270,000	1,083,378	3,353,378
2022	1,845,000	1,019,778	2,864,778
2023	1,900,000	960,903	2,860,903
2024	1,965,000	895,228	2,860,228
2025	2,050,000	819,078	2,869,078
2026	2,185,000	732,503	2,917,503
2027	2,195,000	637,953	2,832,953
2028	2,295,000	540,503	2,835,503
2029	2,520,000	429,903	2,949,903
2030	2,640,000	303,953	2,943,953
2031	945,000	217,503	1,162,503
2032	985,000	172,553	1,157,553
2033	1,035,000	125,478	1,160,478
2034	1,080,000	76,178	1,156,178
2035	380,000	23,400	403,400
2036	395,000	7,900	402,900
<b>Total</b>	<b><u>\$35,220,000</u></b>	<b><u>\$13,022,451</u></b>	<b><u>\$48,242,451</u></b>

**Water and Sewer Debt Service Fund**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>Revenue Bonds</b>						
Principal	\$345,000	\$355,000	\$355,000	\$355,000	\$355,000	\$590,000
Interest	980,902	481,140	481,140	244,120	481,140	184,100
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	1,500	750	750	750	750	750
<b>Total</b>	<b>\$1,327,402</b>	<b>\$836,890</b>	<b>\$836,890</b>	<b>\$599,870</b>	<b>\$836,890</b>	<b>\$774,850</b>
<b>Refunding Bonds</b>						
Principal	\$1,365,000	\$1,415,000	\$1,415,000	\$1,415,000	\$1,415,000	\$1,480,000
Interest	287,770	943,544	1,152,844	594,410	1,152,844	1,144,475
Issuance Cost	6,085,000	0	0	0	0	0
Paying Agent Fees	2,600	3,350	3,350	3,350	3,350	4,100
<b>Total</b>	<b>\$7,740,370</b>	<b>\$2,361,894</b>	<b>\$2,571,194</b>	<b>\$2,012,760</b>	<b>\$2,571,194</b>	<b>\$2,628,575</b>
<b>Other Tax Debt</b>						
Principal	\$0	\$0	\$0	\$0	\$0	\$0
Interest	0	0	0	0	0	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Certificates of Obligation</b>						
Principal	\$0	\$0	\$0	\$0	\$0	\$0
Interest	0	0	0	0	0	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Water and Sewer Debt Service Fund</b>	<b>\$9,067,772</b>	<b>\$3,198,784</b>	<b>\$3,408,084</b>	<b>\$2,612,630</b>	<b>\$3,408,084</b>	<b>\$3,403,425</b>

**DEBT SERVICE  
WATER AND SEWER FUND  
ACCOUNT LISTING**

	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY17 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY 17 PROPOSED BUDGET
(201) 93-13 PRINCIPAL - 10 REFUND GO BONDS (2001 W/S)	\$505,000	\$525,000	\$525,000	\$525,000	\$525,000	\$540,000
(201) 93-16 PRINCIPAL - 14 REFUND GO BONDS (2006 W/S)	0	5,000	5,000	5,000	5,000	5,000
(201) 93-18 PRINCIPAL - 16 REFUND GO BONDS (2006 W/S)	0	0	0	0	0	935,000
(201) 93-19 PRINCIPAL - 16A REFUND GO BONDS (2009 W/S)	0	0	0	0	0	0
93-43 PRINCIPAL - 99 W/S BONDS	0	0	0	0	0	0
93-44 PRINCIPAL - 00 W/S BONDS	0	0	0	0	0	0
93-45 PRINCIPAL - 01 W/S BONDS	0	0	0	0	0	0
93-49 PRINCIPAL - 06 W/S BONDS	0	0	0	0	0	0
93-53 PRINCIPAL - 09 W/S BONDS	345,000	355,000	355,000	355,000	355,000	370,000
93-54 PRINCIPAL - 16 W/S BONDS	0	0	0	0	0	220,000
93-66 PRINCIPAL - 06 REFUND BONDS	860,000	885,000	885,000	885,000	885,000	0
<b>BOND PRINCIPAL</b>	<b>\$1,710,000</b>	<b>\$1,770,000</b>	<b>\$1,770,000</b>	<b>\$1,770,000</b>	<b>\$1,770,000</b>	<b>\$2,070,000</b>
(201) 93-13 INTEREST - 10 REFUND GO BONDS (2001 W/S)	\$115,150	\$104,850	\$104,850	\$59,038	\$104,850	\$91,500
(201) 93-16 INTEREST - 14 REFUND GO BONDS (2006 W/S)	0	214,350	214,350	214,350	214,350	214,250
(201) 93-18 INTEREST - 16 REFUND GO BONDS (2006 W/S)	0	0	209,300	0	209,300	404,575
(201) 93-19 INTEREST - 16A REFUND GO BONDS (2009 W/S)	0	0	0	0	0	434,150
93-43 INTEREST - 99 W/S BONDS	0	0	0	0	0	0
93-44 INTEREST - 00 W/S BONDS	0	0	0	0	0	0
93-45 INTEREST - 01 W/S BONDS	0	0	0	0	0	0
93-49 INTEREST - 06 W/S BONDS	486,624	0	0	0	0	0
93-53 INTEREST - 09 W/S BONDS	494,278	481,140	481,140	244,120	481,140	0
93-54 INTEREST - 16 W/S BONDS	0	0	0	0	0	184,100
93-66 INTEREST - 06 REFUND BONDS	172,620	624,344	624,344	321,022	624,344	0
<b>BOND INTEREST</b>	<b>\$1,268,672</b>	<b>\$1,424,684</b>	<b>\$1,633,984</b>	<b>\$838,530</b>	<b>\$1,633,984</b>	<b>\$1,328,575</b>
(201) 93-13 FISCAL FEES - 10 REFUND GO BONDS (2001 W/S)	\$750	\$750	\$750	\$750	\$750	\$750
(201) 93-16 FISCAL FEES - 14 REFUND GO BONDS (2006 W/S)	1,850	1,850	1,850	1,850	1,850	1,850
(201) 93-18 FISCAL FEES - 16 REFUND GO BONDS (2006 W/S)	0	0	0	0	0	750
(201) 93-19 FISCAL FEES - 16A REFUND GO BONDS (2009 W/S)	0	0	0	0	0	750
93-44 FISCAL FEES - 00 W/S BONDS	0	0	0	0	0	0
93-45 FISCAL FEES - 01 W/S BONDS	0	0	0	0	0	0
93-49 FISCAL FEES - 06 W/S BONDS	750	0	0	0	0	0
93-53 FISCAL FEES - 09 W/S BONDS	750	750	750	750	750	0
93-54 FISCAL FEES - 16 W/S BONDS	0	0	0	15,300	15,300	750
93-66 FISCAL FEES - 06 REFUND BONDS	0	750	750	750	750	0
<b>FISCAL AGENT FEES</b>	<b>\$4,100</b>	<b>\$4,100</b>	<b>\$4,100</b>	<b>\$19,400</b>	<b>\$19,400</b>	<b>\$4,850</b>
(201) 93-13 ISSUE COSTS - 10 REFUND GO BONDS (2001 W/S)	\$0	\$0	\$0	\$0	\$0	\$0
(201) 93-16 ISSUE COSTS - 14 REFUND GO BONDS (2006 W/S)	0	0	0	0	0	0
(201) 93-18 ISSUE COSTS - 16 REFUND GO BONDS (2006 W/S)	0	0	0	40,112	40,112	0
(201) 93-19 ISSUE COSTS - 16A REFUND GO BONDS (2009 W/S)	0	0	0	0	0	0
95-10 ISSUE COSTS - OTHER FINANCING USES	6,085,000	0	0	0	0	0
<b>ISSUE COSTS</b>	<b>\$6,085,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,112</b>	<b>\$40,112</b>	<b>\$0</b>
<b>Total for W/S DEBT FUND</b>	<b>\$9,067,772</b>	<b>\$3,198,784</b>	<b>\$3,408,084</b>	<b>\$2,668,042</b>	<b>\$3,463,496</b>	<b>\$3,403,425</b>

**WATER AND WASTEWATER REVENUE DEBT SERVICE**

**SUMMARY SCHEDULE OF REVENUE DEBT SERVICE TO MATURITY**

<b>YEAR</b>	<b>WATER PRINCIPAL</b>	<b>WASTE WATER PRINCIPAL</b>	<b>WATER INTEREST</b>	<b>WASTE WATER INTEREST</b>	<b>WATER TOTAL</b>	<b>WASTE WATER TOTAL</b>	<b>TOTAL</b>
2017	\$1,850,000	\$220,000	\$1,144,475	\$184,100	\$2,994,475	\$404,100	\$3,398,575
2018	1,910,000	225,000	1,098,228	179,650	3,008,228	404,650	3,412,878
2019	1,900,000	230,000	1,043,478	175,100	2,943,478	405,100	3,348,578
2020	1,965,000	235,000	980,778	170,450	2,945,778	405,450	3,351,228
2021	2,035,000	235,000	917,628	165,750	2,952,628	400,750	3,353,378
2022	1,605,000	240,000	858,778	161,000	2,463,778	401,000	2,864,778
2023	1,655,000	245,000	804,753	156,150	2,459,753	401,150	2,860,903
2024	1,715,000	250,000	744,028	151,200	2,459,028	401,200	2,860,228
2025	1,790,000	260,000	674,278	144,800	2,464,278	404,800	2,869,078
2026	1,920,000	265,000	596,903	135,600	2,516,903	400,600	2,917,503
2027	1,915,000	280,000	513,253	124,700	2,428,253	404,700	2,832,953
2028	2,005,000	290,000	425,753	114,750	2,430,753	404,750	2,835,503
2029	2,220,000	300,000	325,503	104,400	2,545,503	404,400	2,949,903
2030	2,330,000	310,000	211,753	92,200	2,541,753	402,200	2,943,953
2031	620,000	325,000	138,003	79,500	758,003	404,500	1,162,503
2032	650,000	335,000	106,253	66,300	756,253	401,300	1,157,553
2033	685,000	350,000	72,878	52,600	757,878	402,600	1,160,478
2034	715,000	365,000	37,878	38,300	752,878	403,300	1,156,178
2035	-	380,000	-	23,400	-	403,400	403,400
2036	-	395,000	-	7,900	-	402,900	402,900
-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 29,485,000</b>	<b>\$ 5,735,000</b>	<b>\$ 10,694,601</b>	<b>\$ 2,327,850</b>	<b>\$ 40,179,601</b>	<b>\$ 8,062,850</b>	<b>\$ 48,242,451</b>

**SCHEDULE OF 2001 WATERWORKS AND WASTEWATER SYSTEM  
(REFINANCED AS SERIES 2010B GENERAL OBLIGATION BONDS)  
DEBT SUPPORTED BY WATERWORKS AND SEWER SYSTEM  
REVENUE BONDS BY MATURITY DATE**

<b>YEAR</b>	<b>100% WATER PRINCIPAL</b>	<b>WASTE WATER PRINCIPAL</b>	<b>WATER INTEREST</b>	<b>WASTE WATER INTEREST</b>	<b>WATER TOTAL</b>	<b>WASTE WATER TOTAL</b>	<b>TOTAL</b>
2017	\$540,000	-	\$91,500	-	\$631,500	-	\$631,500
2018	560,000	-	75,000	-	635,000	-	635,000
2019	580,000	-	57,900	-	637,900	-	637,900
2020	605,000	-	37,100	-	642,100	-	642,100
2021	625,000	-	12,500	-	637,500	-	637,500
<b>TOTAL</b>	<b>\$ 2,910,000</b>	<b>\$ -</b>	<b>\$ 274,000</b>	<b>\$ -</b>	<b>\$ 3,184,000</b>	<b>\$ -</b>	<b>\$ 3,184,000</b>

**SCHEDULE OF 2006 WATERWORKS AND WASTEWATER SYSTEM  
(REFINANCED AS A PORTION OF THE SERIES 2014 GENERAL OBLIGATION BONDS)  
DEBT SUPPORTED BY WATERWORKS AND SEWER SYSTEM  
REVENUE BONDS BY MATURITY DATE**

<b>YEAR</b>	<b>100% WATER PRINCIPAL</b>	<b>WASTE WATER PRINCIPAL</b>	<b>WATER INTEREST</b>	<b>WASTE WATER INTEREST</b>	<b>WATER TOTAL</b>	<b>WASTE WATER TOTAL</b>	<b>TOTAL</b>
2017	\$5,000	-	\$214,250	-	\$219,250	-	\$219,250
2018	5,000	-	214,150	-	219,150	-	219,150
2019	5,000	-	214,050	-	219,050	-	219,050
2020	5,000	-	213,950	-	218,950	-	218,950
2021	10,000	-	213,750	-	223,750	-	223,750
2022	875,000	-	200,475	-	1,075,475	-	1,075,475
2023	905,000	-	173,775	-	1,078,775	-	1,078,775
2024	930,000	-	141,600	-	1,071,600	-	1,071,600
2025	975,000	-	103,500	-	1,078,500	-	1,078,500
2026	-	-	84,000	-	84,000	-	84,000
2027	1,025,000	-	63,500	-	1,088,500	-	1,088,500
2028	1,075,000	-	21,500	-	1,096,500	-	1,096,500
<b>TOTAL</b>	<b>\$ 5,815,000</b>	<b>\$ -</b>	<b>\$ 1,858,500</b>	<b>\$ -</b>	<b>\$ 7,673,500</b>	<b>\$ -</b>	<b>\$ 7,673,500</b>

**WATER AND WASTEWATER REVENUE DEBT SERVICE**

**SCHEDULE OF 2006 WATERWORKS AND WASTEWATER SYSTEM  
(REFINANCED AS A PORTION OF THE SERIES 2016 GENERAL OBLIGATION BONDS)  
DEBT SUPPORTED BY WATERWORKS AND SEWER SYSTEM  
REVENUE BONDS BY MATURITY DATE**

<b>YEAR</b>	<b>WATER PRINCIPAL</b>	<b>WASTE WATER PRINCIPAL</b>	<b>WATER INTEREST</b>	<b>WASTE WATER INTEREST</b>	<b>WATER TOTAL</b>	<b>WASTE WATER TOTAL</b>	<b>TOTAL</b>
2017	\$935,000	-	\$404,575	-	\$1,339,575	-	\$1,339,575
2018	965,000	-	376,075	-	1,341,075	-	1,341,075
2019	980,000	-	346,900	-	1,326,900	-	1,326,900
2020	1,010,000	-	322,100	-	1,332,100	-	1,332,100
2021	1,025,000	-	301,750	-	1,326,750	-	1,326,750
2022	320,000	-	288,300	-	608,300	-	608,300
2023	325,000	-	281,850	-	606,850	-	606,850
2024	330,000	-	275,300	-	605,300	-	605,300
2025	340,000	-	266,900	-	606,900	-	606,900
2026	1,420,000	-	233,400	-	1,653,400	-	1,653,400
2027	365,000	-	195,875	-	560,875	-	560,875
2028	380,000	-	177,250	-	557,250	-	557,250
2029	1,635,000	-	126,875	-	1,761,875	-	1,761,875
2030	1,720,000	-	43,000	-	1,763,000	-	1,763,000
<b>TOTAL</b>	<b>\$ 11,750,000</b>	<b>\$ -</b>	<b>\$ 3,640,150</b>	<b>\$ -</b>	<b>\$ 15,390,150</b>	<b>\$ -</b>	<b>\$ 15,390,150</b>

**SCHEDULE OF 2009 WATERWORKS & WASTEWATER BONDS**

<b>YEAR</b>	<b>WATER PRINCIPAL</b>	<b>WASTE WATER PRINCIPAL</b>	<b>WATER INTEREST</b>	<b>WASTE WATER INTEREST</b>	<b>WATER TOTAL</b>	<b>WASTE WATER TOTAL</b>	<b>TOTAL</b>
2017	\$370,000	-	-	-	\$370,000	-	\$370,000
2018	380,000	-	-	-	380,000	-	380,000
<b>TOTAL</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ 750,000</b>

**WATER AND WASTEWATER REVENUE DEBT SERVICE  
SCHEDULE OF 2016 WATERWORKS AND WASTEWATER SYSTEM**

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2017	-	\$220,000	-	\$184,100	-	\$404,100	\$404,100
2018	-	225,000	-	179,650	-	404,650	404,650
2019	-	230,000	-	175,100	-	405,100	405,100
2020	-	235,000	-	170,450	-	405,450	405,450
2021	-	235,000	-	165,750	-	400,750	400,750
2022	-	240,000	-	161,000	-	401,000	401,000
2023	-	245,000	-	156,150	-	401,150	401,150
2024	-	250,000	-	151,200	-	401,200	401,200
2025	-	260,000	-	144,800	-	404,800	404,800
2026	-	265,000	-	135,600	-	400,600	400,600
2027	-	280,000	-	124,700	-	404,700	404,700
2028	-	290,000	-	114,750	-	404,750	404,750
2029	-	300,000	-	104,400	-	404,400	404,400
2030	-	310,000	-	92,200	-	402,200	402,200
2031	-	325,000	-	79,500	-	404,500	404,500
2032	-	335,000	-	66,300	-	401,300	401,300
2033	-	350,000	-	52,600	-	402,600	402,600
2034	-	365,000	-	38,300	-	403,300	403,300
2035	-	380,000	-	23,400	-	403,400	403,400
2036	-	395,000	-	7,900	-	402,900	402,900
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 5,735,000</b>	<b>\$ -</b>	<b>\$ 2,327,850</b>	<b>\$ -</b>	<b>\$ 8,062,850</b>	<b>\$ 8,062,850</b>

**SCHEDULE OF 2009 WATERWORKS AND WASTEWATER SYSTEM  
(A PORTION REFINANCED AS THE SERIES 2016A GENERAL OBLIGATION BONDS)  
DEBT SUPPORTED BY WATERWORKS AND SEWER SYSTEM  
ESTIMATED REVENUE BONDS BY MATURITY DATE**

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2017	-	-	\$434,150	-	\$434,150	-	\$434,150
2018	-	-	433,003	-	433,003	-	433,003
2019	335,000	-	424,628	-	759,628	-	759,628
2020	345,000	-	407,628	-	752,628	-	752,628
2021	375,000	-	389,628	-	764,628	-	764,628
2022	410,000	-	370,003	-	780,003	-	780,003
2023	425,000	-	349,128	-	774,128	-	774,128
2024	455,000	-	327,128	-	782,128	-	782,128
2025	475,000	-	303,878	-	778,878	-	778,878
2026	500,000	-	279,503	-	779,503	-	779,503
2027	525,000	-	253,878	-	778,878	-	778,878
2028	550,000	-	227,003	-	777,003	-	777,003
2029	585,000	-	198,628	-	783,628	-	783,628
2030	610,000	-	168,753	-	778,753	-	778,753
2031	620,000	-	138,003	-	758,003	-	758,003
2032	650,000	-	106,253	-	756,253	-	756,253
2033	685,000	-	72,878	-	757,878	-	757,878
2034	715,000	-	37,878	-	752,878	-	752,878
<b>TOTAL</b>	<b>\$ 8,260,000</b>	<b>\$ -</b>	<b>\$ 4,921,951</b>	<b>\$ -</b>	<b>\$ 13,181,951</b>	<b>\$ -</b>	<b>\$ 13,181,951</b>

## Capital Improvement Program



# Capital Improvement Program

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## Developing the Capital Improvements Program (CIP)

### Goals & Objectives

City Council and the City's financial policies set the framework for building the annual capital improvement plan. Additionally, the following factors are considered in our CIP development and implementation:

- ❖ Financial debt capacity (How much can the City borrow for improvements?)
- ❖ Community development opportunities (Is new residential/commercial building expected in the City?)
- ❖ Land availability (Is the City nearing its build-out capacity?)
- ❖ Staffing resources (Can existing staff levels manage the CIP projects?)
- ❖ Stakeholder Input (Staff, Citizens, Committees, Boards and Commissions)
- ❖ Direction from City Council

### Other Long-range Financial Planning Tools

The capital improvements proposed in the CIP are directly impacted by the City's other strategic and long-term planning tools. Our ***Multi-Year Financial Plan (MYFP)*** is a five year projection of operational expenses, property values, tax rate estimates, outstanding debt and anticipated new one-time or ongoing programs. CIP project cost estimates are included in the MYFP's anticipated new one-time or on-going programs.

The City's Master Plans, such as the ***Parks and Open Space Master Plan, Streets Master Plan*** and ***Utility Drainage Master Plan*** also help to determine capital improvement needs and priorities. Take the Parks and Open Space Master Plan for example. The plan's timeframe is one to ten years and provides guidelines for Parks and Facility improvements as our City's population grows. Based on National Recreation and Parks Association (NRPA) Standards, our Plan recommends 100 acres of park land space per 1,000 residents. With the purchase of 27.7 acres of land in fiscal year 2016, the City currently has approximately 357 acres park land. At build-out population is estimated to be 57,400. To meet the Parks and Open Space Master Plan standard, 574 acres of park land will be needed. As our population grows toward build-out, park land acquisition will become more of a priority in the City's CIP. The City also has a Pavement Master Plan that determines street construction and major repair projects for inclusion in the CIP. Population growth and life cycles of existing streets are driving factors in the prioritizing Pavement Master Plan capital improvements.

During the ongoing development of the CIP, stakeholders examine the relationship between the capital improvements identified and goals outlined in City's ***Vision 2020 Plan***. This plan was implemented in 1997 with foresight of the City's build-out projected for the year 2020. Vision 2020 calls for:

- ❖ Developing Tax Base (improve tax base mix)
- ❖ Improved Infrastructure (water, sewer)
- ❖ Retaining Values (quality of life)
- ❖ Maintaining Quality of Schools
- ❖ Improved Drainage
- ❖ Maintaining High Level of Public Service
- ❖ Being a Whole Life Community (homes, jobs, amenities)
- ❖ Incorporating Vision 2020 in the Master Plan
- ❖ Attracting a College/University
- ❖ Development of a City Civic Center
- ❖ Maintaining Visual Image (prevent undesirable land uses)
- ❖ Transportation Improvement
- ❖ Additional Parks and Recreational Development
- ❖ Being Sensitive to the Environment

## Capital Improvement Program

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### Capital Improvement Program Focus

The main goal of City's Capital Improvement Program is to preserve the existing quality of life for Friendswood citizens as the community develops by proactively approaching anticipated needs of the City, forecasting improvement projects and securing financial resources. According to the proposed plan, "the program is also intended to depict financial challenges of the City's growth and maintenance of infrastructure that characterize the City's future and the associated funding requirements to meet these objectives."

As previously stated, population growth is a major driver for our CIP development and implementation. The 2010 census estimated Friendswood's population at 35,805. By the close of fiscal year 2016 – 2017, our population is expected to reach 40,548; a 13.2% increase in 7 years and an increase of 39.6% since the 2000 census estimate of 29,037. As previously stated, by our community's complete build-out in 10 to 20 years, the anticipated population is about 57,400.

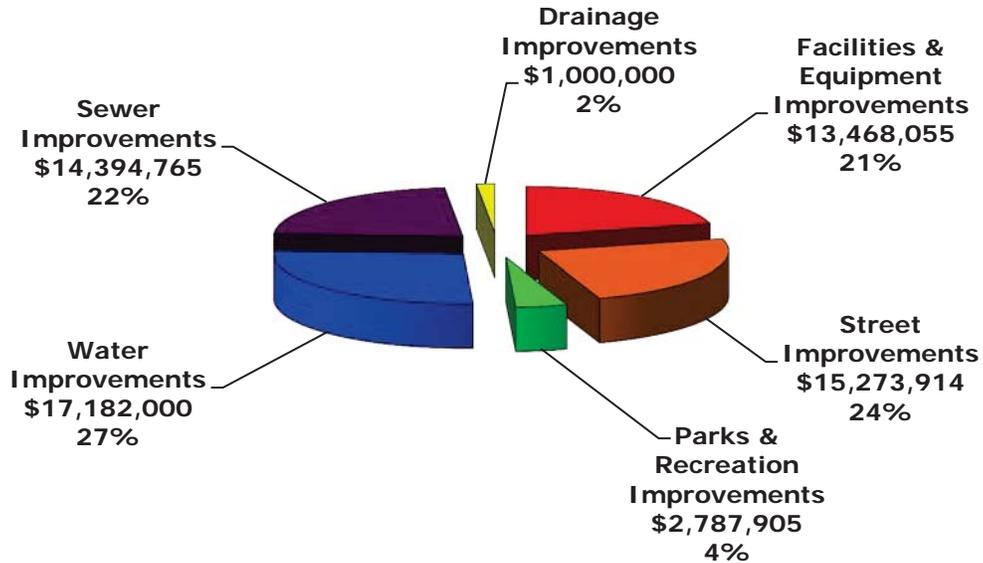
As a result of this projected growth and its subsequent impact, the CIP focus over the next five years will be almost equally balanced between utility infrastructure and drainage improvements to streets, parks, facilities and drainage improvements. Proceeds from the general obligations bonds authorized in November 2013, undesignated fund balance in the City's General Fund and Park Land Dedication funds will support streets, parks, facilities and drainage projects. Water and Sewer Operating Fund working capital and Water and Sewer Revenue Bonds approved in 2006, 2009 and 2016 will allow for rehabilitation of lift stations and water plants, and waste water treatment plant improvements in the CIP.

The capital budget (year 1 of the CIP) totals \$12,382,986 and includes repairs as prescribed in the City's streets maintenance master plan (based on severity of disrepair), Lake Friendswood improvements and sewer line maintenance. It also includes and listed below almost \$6.8 million for ongoing phases of several of the bond projects authorized in 2013 and \$3.6 million for water and sewer utility projects.

- ❖ **Streets improvements** – Woodlawn (FM 2351 to Shadowbend) and Blackhawk Boulevard (Link Road to Regal Pine)
- ❖ **Water and Sewer utilities improvements** – Blackhawk Waste Water Treatment Plant 3<sup>rd</sup> clarifier construction and Lift Station #23 rehabilitation

Further portions of this document will show that 49% of the CIP funding uses during the next five years are proposed utility improvements. Streets, facilities, parks and drainage improvement projects make up the other 51% of the CIP program. Beyond the next five years, the proposed CIP focus will shift slightly toward utility infrastructure improvements which will make up about 53% of the program and streets, drainage and facilities improvements consisting of 47% of the plan.

**Proposed CIP Funding Uses  
Fiscal Years 2017 - 2021  
\$64,106,639**



**CIP Impact on the Operating Budget**

The Capital Improvement Program has a direct effect on the City's operating budget. During the annual budget process, ongoing costs for repairs, maintenance, operational expenditures and in some cases, new personnel cost resulting from capital improvements are addressed. Also addressed by City Council and staff throughout each fiscal year, is the operating impact on the budget resulting from matching grants portions of capital projects, capital lease purchases of equipment and undesignated fund balance appropriations for capital improvements.

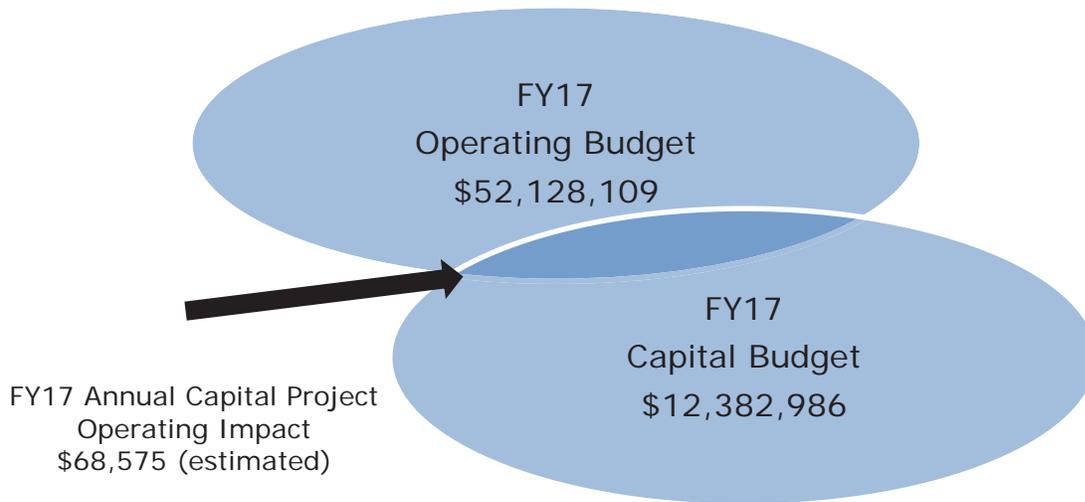
For example, the following estimated maintenance and operating costs for capital improvements are included in the proposed operating budget for fiscal year 2016 – 2017. Annually, adjustments are made to the estimates based on the Municipal Cost Index percent of change.

- ❖ Operational supplies cost – approximately \$0.37 to \$1.10 per sq. ft.
- ❖ Facilities electricity cost – approximately \$3.64 to \$3.70 per sq. ft.
- ❖ Building maintenance cost – approximately \$1.10 to \$1.53 per sq. ft.
- ❖ Janitorial services cost – approximately \$1.08 to \$1.25 per sq. ft.
- ❖ Water, sewer & storm water line cleaning/maintenance – approximately \$1,880 per mile
- ❖ Wastewater Treatment – approximately \$1.31 per 1,000 gallons

Based on the cost estimates above, the detailed CIP project pages which follow will include the budgetary operating impact of each project. The chart below shows the relationship between the City's operating and capital budgets. The overlapping area depicts the operational impact of projects included in our CIP.

## Capital Improvement Program

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Due to the nature of some of the projects in the CIP and the timeframe in which capital improvements will be completed or acquired, quantifying or estimating this impact is challenging. As explained in the City's CIP, costs of the projects included in the plan are determined at current dollars. Then, an inflationary factor is added to surmise future project cost for the planned date of completion. The inflationary factor is supported by the Houston Chapter of Associated General Contractors, the U.S. Department of Labor and Engineering News Report.

The overall impact of the facility, street, drainage, water and sewer Capital Improvements Program projects will be positive for the City upon completion because upgraded or new infrastructure results in lower on-going maintenance costs for the City. However, useful life cycles of infrastructure will remain a factor. Therefore, replacement needs are continuous and often offset the maintenance savings from new infrastructure.

Staff takes special care in timing CIP projects that may require debt service support to maintain the City's property tax rate at a level that will not burden its citizens. As a result, the City's capital improvement program includes proposed unfunded projects totaling \$68.0 million; of which, \$31.9 million is to be general obligation funds supported and \$36.1 million is supported by service revenue. As previously stated, projects will be included in the capital budget, annually, by priority and as funding sources are approved by City Council. Debt level limits and revenue projections are critical in this process because CIP projects funded by property tax supported debt have an indirect impact on the operating budget through resulting principal and interest payment requirements.

### Capital Improvements Program Funding

The CIP cites funding as the greatest challenge for the plan due to the aggressive nature of our City's plan and increasing construction costs currently resulting from economic declines in the oil and gas industry. This challenge means the City has to utilize a variety of sources for funding capital expenditures. In previous years, the City has issued General Obligation Bonds, Certificates of Obligation and Revenue Bonds to support the Capital Improvements Plan.

## Capital Improvement Program

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In fiscal year 2009, the City issued water and sewer revenue bonds totaling \$12.1 million to complete water and sewer capital improvements. The rehabilitations of three (3) of the City's water plants occurred in FY15. In fiscal year 2016, the City completed a bond issuance of \$5.6 million to complete the construction of a 3<sup>rd</sup> clarifier at the Blackhawk Waste Water Treatment Plant and replacement of the City's lift station #23 (Crazy Horse). Along with these projects, the City's 5-year CIP includes replacement of a 42" water main and FM 528 water line, additional water plant rehabilitations and lift station replacements. The funding source for the projects has not been determined; but may require water and sewer revenue bond funding for completion.

Water and Sewer Fund working capital, if available, may be a potential funding source for the second elevated water storage tank rehab and central 16" interconnect projects planned for FY18.

Other funding sources such as state and federal grants, donations, inter-local agreements, capital leases and undesignated fund balance reserves have been utilized to pay for capital expenditures. The City anticipates continuing the use of these funding sources to support the capital improvements program in the future.

### **Fiscal Year 2013-14 General Obligations Bond Election**

At the direction of our City Council in 2012, the City Manager solicited citizen participation to form an advisory group to evaluate the community's needs and make a recommendation regarding a potential general obligations bond election. During 2013, the citizens' group actively met and assessed the needs of the City relating to facilities, parks and streets & drainage. The group also explored financing options to address the identified needs.

The consensus of the group was to put the needs to a vote of the Friendswood residents by way of a bond election held in November 2013. In the weeks preceding the election, a series of Town Hall meetings provided a platform to discuss the advisory group's findings and the bond election with other citizens.

The bond election passed with voters approving four (4) propositions totaling \$24,085,000. These included \$7.7 million for street improvements, \$7.3 million for parks improvements including land purchase, \$2.5 million to expand the City's existing library and \$6.6 to build a new fire station and expand the City's existing Fire Station #4. The projects will have a future annual budgetary impact of approximately \$75,000 resulting from additional operating cost such as utilities, janitorial services, mowing services and insurance.

While taking into consideration the City's financial impact of debt issuance costs and annual debt service payments, City Council approved a plan to issue bonds in 3 phases to complete all projects within a time period of five to seven years. The FY15 budget included \$9.4 million to complete projects identified in the 1<sup>st</sup> round of the bonds. Included in the FY16 budget was \$8.6 million for the 2<sup>nd</sup> round of the bonds.

This year's budget reflects anticipated bond proceeds totaling about \$6.1 million to finish out the round 3 projects scheduled for completion in years 1 and 2 of the City's CIP.

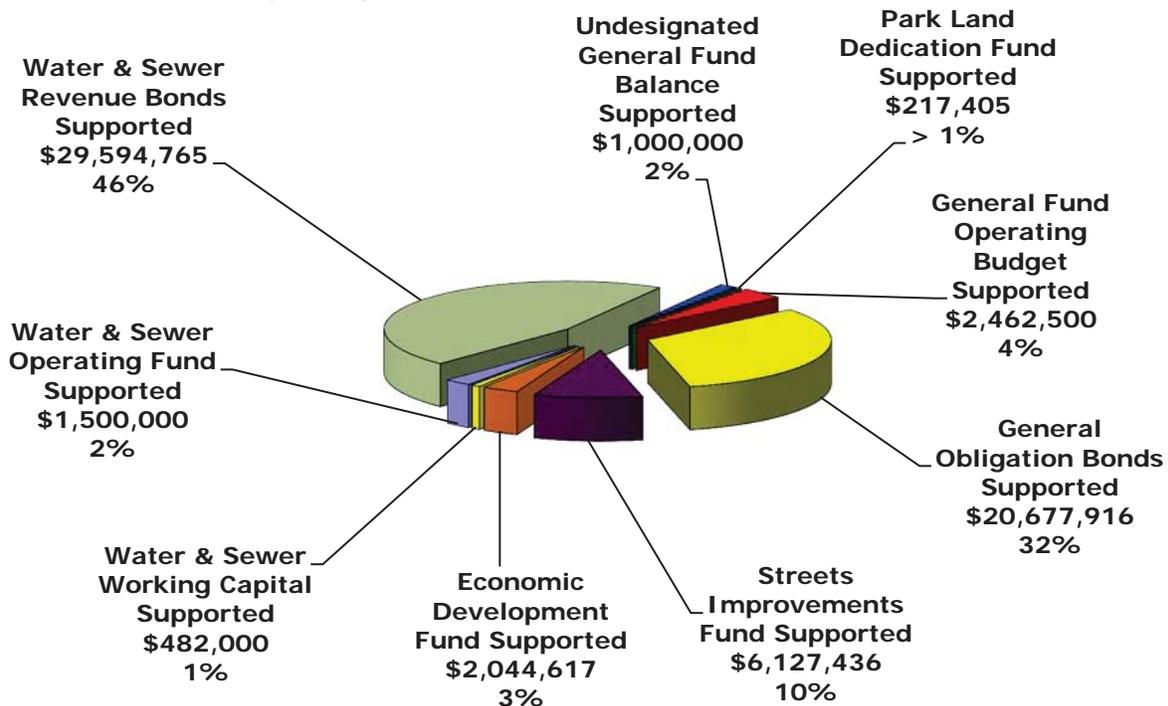
Initial project descriptions are included in this section of the budget. Greater details will be included in future budget documents as projects are included in each year's capital budget.

## Capital Improvement Program

### Street Improvements and Economic Development Improvements Funds

In the May 2016 election, City of Friendswood voters approved an additional half-cent sales tax; of which 3/8 will support streets improvements and 1/8 will support economic development improvements to the City's downtown area. During the 5-year CIP plan, the sales tax for street improvements is projected to equal about \$6.2 million and the economic development improvements sales tax is expected to generate approximately \$2.0 million.

### Proposed CIP Funding Sources Fiscal Years 2017 - 2021 \$64,106,639



### Significant Routine and Significant Non-Routine Capital Expenditures

The Water and Sewer Fund capital improvements program includes one significant routine capital expenditure which is the annual sewer line maintenance and cleaning. The adopted budget allots \$300,000 for this ongoing expense. The City's capital improvements program includes one general fund significant routine capital expenditure which is asphalt and concrete streets improvements program. The amount has varied from year to year dependent upon general operating funding availability. Based on direction from City Council, this year's adopted budget and future budgets will include approximately \$500,000, for this capital expenditure. The CIP proposes \$462,500 in FY17 and \$500,000 for each fiscal year 2018 through 2021.

The City's recommended significant non-routine capital expenditures for the next five years of the CIP plan, totaling \$60.1 million, will be detailed in further parts of this section of the budget document. The following tables summarize the CIP plan expenditures by project year and category. Schedules follow which provide proposed project names, accounting project identification numbers (if assigned), budget estimates and operating impact (if any).

## Capital Improvement Program

<b>Proposed General Obligations Funds</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total 5 Year Plan</b>
<b>Drainage</b>						
Estimated Cost	\$ 0	\$ 0	\$ 1,000,000	\$ 0	\$ 0	\$ 1,000,000
Authorized Funds	\$ 0	\$ 0	\$ 1,000,000	\$ 0	\$ 0	\$ 1,000,000
Supplemental Funds Needed	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Facilities &amp; Equipment</b>						
Estimated Cost	\$ 318,781	\$ 6,658,479	\$ 5,619,291	\$ 433,584	\$ 437,920	\$ 13,468,055
Authorized Funds	\$ 318,781	\$ 6,658,479	\$ 5,619,291	\$ 433,584	\$ 437,920	\$ 13,468,055
Supplemental Funds Needed	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Parks</b>						
Estimated Cost	\$ 42,620	\$ 643,046	\$ 2,013,977	\$ 43,911	\$ 44,351	\$ 2,787,905
Authorized Funds	\$ 42,620	\$ 643,046	\$ 2,013,977	\$ 43,911	\$ 44,351	\$ 2,787,905
Supplemental Funds Needed	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Streets</b>						
Estimated Cost	\$ 8,101,820	\$ 1,773,789	\$ 1,786,527	\$ 1,799,392	\$ 1,812,386	\$ 15,273,914
Authorized Funds	\$ 8,101,820	\$ 1,773,789	\$ 1,786,527	\$ 1,799,392	\$ 1,812,386	\$ 15,273,914
Supplemental Funds Needed	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total G.O. Funds</b>						
Estimated Cost	\$ 8,463,221	\$ 9,075,314	\$ 10,419,795	\$ 2,276,887	\$ 2,294,657	\$ 35,529,874
Authorized Funds	\$ 8,463,221	\$ 9,075,314	\$ 10,419,795	\$ 2,276,887	\$ 2,294,657	\$ 35,529,874
Supplemental Funds Needed	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

<b>Proposed Utility Funds</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total 5 Year Plan</b>
<b>Sewer Improvements</b>						
Estimated Cost	\$ 3,919,765	\$ 8,575,000	\$ 300,000	\$ 300,000	\$ 1,300,000	\$ 14,394,765
Authorized Funds	\$ 3,919,765	\$ 2,300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 7,119,765
Supplemental Funds Needed	\$ 0	\$ 6,275,000	\$ 0	\$ 0	\$ 1,000,000	\$ 7,275,000
<b>Water Improvements</b>						
Estimated Cost	\$ 0	\$ 482,000	\$ 6,659,000	\$ 3,041,000	\$ 7,000,000	\$ 17,182,000
Authorized Funds	\$ 0	\$ 482,000	\$ 0	\$ 0	\$ 0	\$ 482,000
Supplemental Funds Needed	\$ 0	\$ 0	\$ 6,659,000	\$ 3,041,000	\$ 7,000,000	\$ 16,700,000
<b>Total Utility Funds</b>						
Estimated Cost	\$ 3,919,765	\$ 9,057,000	\$ 6,959,000	\$ 3,341,000	\$ 8,300,000	\$ 31,576,765
Authorized Funds	\$ 3,919,765	\$ 2,782,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 7,601,765
Supplemental Funds Needed	\$ 0	\$ 6,275,000	\$ 6,659,000	\$ 3,041,000	\$ 8,000,000	\$ 23,975,000

**Capital Projects  
Project Summary by Fund**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
General Fund	\$454,773	\$961,473	\$3,067,043	\$1,239,070	\$3,067,043	\$462,500
Economic Development Administration Grant Fund	208,756	0	34,023	0	89,851	0
Texas Department of Rural Affairs Grant Fund	3,060,685	751,310	370,226	338,906	584,896	0
Police Investigations Fund	0	0	0	0	0	0
Park Land Dedication Fund	29,898	163,001	170,003	0	177,797	42,620
Streets Improvements Fund	\$0	\$0	\$0	\$0	\$0	\$955,342
Economic Development Improvements Fund	\$0	\$0	\$0	\$0	\$0	\$318,781
General Obligation Construction Funds	3,429,068	6,558,376	14,425,098	4,712,092	14,426,263	6,683,978
Water and Sewer Fund	2,403,637	300,000	4,522,872	2,401,217	4,522,872	300,000
2006 Water and Sewer Construction Fund	148,749	0	1,002,612	109,973	1,010,471	0
2009 Water and Sewer Construction Fund	94,687	0	389,664	6,739	338,306	0
2016 Water and Sewer Construction Fund	0	0	0	0	0	3,619,765
Water and Sewer Funding to be Determined	0	0	0	0	0	0
	<b>\$9,830,253</b>	<b>\$8,734,160</b>	<b>\$23,981,541</b>	<b>\$8,807,997</b>	<b>\$24,217,499</b>	<b>\$12,382,986</b>

Capital Improvement Plan  
FY16-17 Budget  
General Fund

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Asphalt Overlay Program	\$0	\$0	\$1,329,338	\$0	\$1,329,338	\$0	\$0	\$0	\$0	\$0
Brittany Bay Blvd	0	0	0	0	0	0	0	0	0	0
Concrete Repairs	0	808,973	0	0	0	462,500	500,000	500,000	500,000	500,000
Friendswood Link Road	27,590	0	721,333	630,175	721,333	0	0	0	0	0
Laura Leigh Street Repair	0	0	0	0	0	0	0	0	0	0
FM 528 Traffic Signal	0	0	0	0	0	0	0	0	0	0
Pavement Master Plan	0	0	0	0	0	0	0	0	0	0
Baker Road	359,251	0	3,614	3,614	3,614	0	0	0	0	0
Stadium Lane Parking	0	0	0	0	0	0	0	0	0	0
<b>STREET PROJECTS</b>	<b>\$386,841</b>	<b>\$808,973</b>	<b>\$2,054,285</b>	<b>\$633,789</b>	<b>\$2,054,285</b>	<b>\$462,500</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>
Cowards Creek Drainage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dickinson Bayou Drainage	0	0	0	0	0	0	0	0	0	0
Mud Gully Detention & Conveyance	0	0	0	0	0	0	1,000,000	0	0	0
FM 518 (Downtown) Drainage	0	0	0	0	0	0	0	0	0	0
<b>DRAINAGE PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Centennial Park Ph II & III	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Field Lighting	0	0	0	0	0	0	0	0	0	0
Stevenson Park Playground Renovation	0	0	0	0	0	0	0	0	0	0
Stevenson Park Tennis & Basketball Courts	0	0	0	0	0	0	0	0	0	0
Stevenson Park Gazebo (ramp & handrailing)	0	0	0	0	0	0	0	0	0	0
Stevenson Park Gazebo (driveway)	0	0	0	0	0	0	0	0	0	0
Stevenson Park Inflatable Water Feature	0	0	0	0	0	0	0	0	0	0
Stevenson Park Pool Replaster	0	57,500	59,083	59,083	59,083	0	0	0	0	0
Stevenson Park Splash Pad Improvements	16,611	0	0	0	0	0	0	0	0	0
Stevenson Park Bridge to Old City Park	19,500	0	68,370	68,370	68,370	0	0	0	0	0
Stevenson Park Sidewalk Pavers	0	0	161,351	161,351	161,351	0	0	0	0	0
1776 Park/West Ranch Canoe Portage	0	0	0	0	0	0	0	0	0	0
Imperial Estates Disc Golf Course	0	0	0	0	0	0	0	0	0	0
Imperial Estates Dog Training Park	0	0	0	0	0	0	0	0	0	0
Imperial Estates Hike & Bike Trails	0	0	0	0	0	0	0	0	0	0
Parks Improvements (Scenario 1 & Lake Friendswood)	0	0	253,456	112,027	253,456	0	0	0	0	0
Renwick Lighting	0	0	0	0	0	0	0	0	0	0
<b>PARKS PROJECTS</b>	<b>\$36,111</b>	<b>\$57,500</b>	<b>\$542,260</b>	<b>\$400,831</b>	<b>\$542,260</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Animal Control Facility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PSB Security System	15,728	0	41,979	41,979	41,979	0	0	0	0	0
Library Expansion Project	8,618	0	39,701	39,701	39,701	0	0	0	0	0
Library Parking Lot Improvements	0	0	0	0	0	0	0	0	0	0
City Hall HVAC Replacement	0	0	0	0	0	0	0	0	0	0
City Hall Roof Replacement	0	0	267,750	122,770	267,750	0	0	0	0	0
Library HVAC Replacement	0	0	0	0	0	0	0	0	0	0
Public Works HVAC Replacement	0	0	0	0	0	0	0	0	0	0
Public Works Building Renovation	7,475	0	0	0	0	0	0	0	0	0
Fire Station #3 Renovation/Modification	0	0	0	0	0	0	0	0	0	0
<b>FACILITY PROJECTS</b>	<b>\$31,821</b>	<b>\$0</b>	<b>\$349,430</b>	<b>\$204,450</b>	<b>\$349,430</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Public Works Capital Equipment	\$0	\$78,000	\$78,000	\$0	\$78,000	\$0	\$0	\$0	\$0	\$0
Parks & Recreation Capital Equipment	0	17,000	17,000	0	17,000	0	0	0	0	0
Information Technology Computer Capital Equipment	0	0	26,068	0	26,068	0	0	0	0	0
Public Safety Capital Equipment	0	0	0	0	0	0	0	0	0	0
<b>EQUIPMENT PROJECTS</b>	<b>\$0</b>	<b>\$95,000</b>	<b>\$121,068</b>	<b>\$0</b>	<b>\$121,068</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GENERAL FUND PROJECTS</b>	<b>\$454,773</b>	<b>\$961,473</b>	<b>\$3,067,043</b>	<b>\$1,239,070</b>	<b>\$3,067,043</b>	<b>\$462,500</b>	<b>\$1,500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>

**General Fund (001)**  
**Capital Improvement Projects**  
**Account Listing**

	<b>FY15 Actual</b>	<b>FY16 Original Budget</b>	<b>FY16 Amended Budget</b>	<b>FY16 YTD 6/30/16</b>	<b>FY16 Year End Estimate</b>	<b>FY17 Adopted Budget</b>
66-10 Building Renovations	\$7,475	\$0	\$267,750	\$198,967	\$267,750	\$0
81-20 Buildings	0	0	0	0	0	0
82-30 Parking/Driveways	0	0	0	0	0	0
84-00 Capital Operating Equipment	0	0	0	0	0	0
88-00 Capital Equipment	15,728	0	31,503	5,483	31,503	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
<b>General Government Total</b>	<b>\$23,203</b>	<b>\$0</b>	<b>\$299,253</b>	<b>\$204,450</b>	<b>\$299,253</b>	<b>\$0</b>
58-00 Operating Equipment <\$5000	\$0	\$0	\$0	\$0	\$0	\$0
66-00 Facility Maintenance	0	0	0	0	0	0
74-00 Operating Services	0	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	0
81-10 Land	0	0	0	0	0	0
81-11 Easements And Row	0	0	0	0	0	0
81-20 Buildings	0	0	0	0	0	0
85-81 Preliminary Study	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-83 Architectural Services	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
<b>Public Safety Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
65-10 Street Maintenance	\$0	\$808,973	\$1,329,338	\$0	\$1,329,338	\$462,500
71-30 Engineering Services	0	0	0	0	0	0
81-11 Easements And Row	2,000	0	47,216	47,263	47,263	0
85-10 Street & Sidewalk Improv	0	0	0	0	0	0
85-11 Concrete Streets	0	0	0	0	0	0
85-12 Asphalt Streets	0	0	0	0	0	0
85-19 Other Street Improvements	0	0	0	0	0	0
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	357,183	0	598,364	479,197	598,364	0
85-96 Surveying	0	0	0	0	0	0
85-97 Construction Testing	27,658	0	79,367	9,818	79,367	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	78,000	78,000	81,434	81,434	0
<b>Public Works Total</b>	<b>\$386,841</b>	<b>\$886,973</b>	<b>\$2,132,285</b>	<b>\$617,712</b>	<b>\$2,135,766</b>	<b>\$462,500</b>
58-00 Operating Equipment < \$5000	\$0	\$0	\$23,910	\$0	\$23,910	\$0
65-61 Swimming Pool Maintenance	0	57,500	59,083	60,998	60,998	0
65-64 Park Trail/Sidewalk Maintenance	0	0	0	0	0	0
82-20 Lighting	0	0	0	0	0	0
81-12 Environmental Testing	8,618	0	5,382	2,715	5,382	0
82-30 Other Property Imprvmnts/Parking	0	0	0	0	0	0
84-00 Capital Operating Equipment	0	0	147,777	57,295	147,777	0
85-60 Parks Improvements	16,611	0	230,420	100,845	122,502	0
85-82 Design Engineering	19,500	0	70,000	0	70,000	0
85-83 Architectural Services	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
82-40 Fence	0	0	0	0	0	0
85-85 Construction Inspection	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	66,933	133,774	133,774	0
85-97 Soil/Concrete Testing	0	0	9,000	8,600	9,000	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	6,000	0	6,000	0
88-00 Capital Equipment	0	17,000	17,000	52,681	52,681	0
<b>Culture &amp; Recreation Total</b>	<b>\$44,729</b>	<b>\$74,500</b>	<b>\$635,505</b>	<b>\$416,908</b>	<b>\$632,024</b>	<b>\$0</b>
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-12 Environmental Assess	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
81-15 Storm Water Detention	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
<b>Financial Admin Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GENERAL FUND PROJECTS</b>	<b>\$454,773</b>	<b>\$961,473</b>	<b>\$3,067,043</b>	<b>\$1,239,070</b>	<b>\$3,067,043</b>	<b>\$462,500</b>

Capital Improvement Plan  
FY15-16 Budget  
Proposed General Obligation Projects

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Projects to be determined (FY14)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Shadowbend (FM 518 to Woodlawn)	36,622	0	352,473	102,341	352,473	0	0	0	0	0
Woodlawn (FM 2351 to Shadowbend)	0	0	0	0	0	400,000	0	0	0	0
Townes Road (Lucian to Crofter Glen)	36,622	0	244,848	102,341	244,848	0	0	0	0	0
Mary Ann (FM 518 to Christina)	36,622	0	492,386	102,341	492,386	0	0	0	0	0
Blackhawk (Link Road to Whittier)	0	0	0	0	0	1,816,133	0	0	0	0
Blackhawk (Whittier to Pennystone)	0	0	0	0	0	2,002,933	0	0	0	0
Blackhawk (Pennystone to Regal Pine)	0	0	0	0	0	1,633,934	0	0	0	0
Winding Road (Melody to Riverside)	36,622	0	575,796	102,341	575,796	0	0	0	0	0
Friendswood Link Road	0	0	0	0	0	0	0	0	0	0
Blackhawk Boulevard	0	0	0	0	0	0	0	0	0	0
Oak Vista Drive	0	0	0	0	0	0	0	0	0	0
Wandering Trail	0	0	0	0	0	0	0	0	0	0
Other Street Improvements (as needed)	0	0	0	0	0	830,978	0	0	0	0
<b>STREET PROJECTS</b>	<b>\$146,486</b>	<b>\$0</b>	<b>\$1,665,503</b>	<b>\$409,365</b>	<b>\$1,665,503</b>	<b>\$6,683,978</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Annalea Whitehall Drain Phase II - IV	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Clover Acres Drainage	0	0	0	0	0	0	0	0	0	0
Coward Creek Watershed	0	0	0	0	0	0	0	0	0	0
Glenshannon Drainage	0	0	0	0	0	0	0	0	0	0
Mission Estates Outfall	0	0	0	0	0	0	0	0	0	0
Praire Wilde Drainage	0	0	0	0	0	0	0	0	0	0
Sun Meadow Drainage Phase II - V	0	0	0	0	0	0	0	0	0	0
W. Edgewood (FM 2351) Drainage Outfall Wegner Ditch	0	0	0	0	0	0	0	0	0	0
Woodlawn Drainage	0	0	0	0	0	0	0	0	0	0
Library Expansion Project-Drawings	0	0	0	0	0	0	0	0	0	0
Baker Road Detention	0	0	0	0	0	0	0	0	0	0
Shadowbend Drainage Phase II	0	0	0	0	0	0	0	0	0	0
Shadowbend Drainage Phase III	0	0	0	0	0	0	0	0	0	0
Melody Lane Drainage	0	0	0	0	0	0	0	0	0	0
FM 518 Drainage Improvements	0	0	0	0	0	0	0	0	0	0
Mud Gully Detention & Conveyance	0	0	0	0	0	0	0	0	0	0
Southern Panhandle Reg. Detention	0	0	0	0	0	0	0	0	0	0
Northern Panhandle Reg. Detention	0	0	0	0	0	0	0	0	0	0
<b>DRAINAGE PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Centennial Park Ph II & III	\$17,059	\$0	\$6,300	\$5,070	\$6,300	\$0	\$100,000	\$0	\$0	\$0
Stevenson Park Improvements	434,315	0	994,754	361,548	994,754	0	0	0	0	0
1776 Park, Imperial Estates Improvements	0	0	0	0	0	0	0	500,000	0	0
Lake Friendswood Improvements	0	0	0	0	0	0	500,000	0	0	0
Expansion of Existing Parks	1,217,283	0	11,251	10,386	11,251	0	0	1,470,500	0	0
Friendswood Sports Park Improvements	516,699	0	3,929,205	2,243,888	3,929,205	0	0	0	0	0
Friendswood Sports Park Land Acq.	0	324,938	0	0	0	0	0	0	0	0
<b>PARKS PROJECTS</b>	<b>\$2,185,356</b>	<b>\$324,938</b>	<b>\$4,941,510</b>	<b>\$2,620,892</b>	<b>\$4,941,510</b>	<b>\$0</b>	<b>\$600,000</b>	<b>\$1,970,500</b>	<b>\$0</b>	<b>\$0</b>
Fire Station #4 Expansion	\$349,419	\$0	\$0	\$0	\$0	\$0	\$0	\$4,065,000	\$0	\$0
Fire Station #5 Construction	0	6,233,438	6,028,761	537,050	6,028,761	0	6,233,438	1,125,000	0	0
Public Safety Bldg Ph I	0	0	0	0	0	0	0	0	0	0
Animal Control Building	0	0	0	0	0	0	0	0	0	0
Library Expansion	747,807	0	1,526,077	1,144,785	1,526,077	0	0	0	0	0
City Hall Parking Lot Expansion	0	0	0	0	0	0	0	0	0	0
Civic Center	0	0	0	0	0	0	0	0	0	0
Records Retention Center	0	0	0	0	0	0	0	0	0	0
<b>FACILITY PROJECTS</b>	<b>\$1,097,226</b>	<b>\$6,233,438</b>	<b>\$7,554,838</b>	<b>\$1,681,835</b>	<b>\$7,554,838</b>	<b>\$0</b>	<b>\$6,233,438</b>	<b>\$5,190,000</b>	<b>\$0</b>	<b>\$0</b>
<b>GENERAL OBLIGATION FUND PROJECTS</b>	<b>\$3,429,068</b>	<b>\$6,558,376</b>	<b>\$14,161,851</b>	<b>\$4,712,092</b>	<b>\$14,161,851</b>	<b>\$6,683,978</b>	<b>\$6,833,438</b>	<b>\$7,160,500</b>	<b>\$0</b>	<b>\$0</b>

Source for Future Years: The Capital Improvement Program Manual

**General Obligation Bonds Fund (250 - 255)**  
**Capital Improvement Projects**  
**Account Listing**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
58-00 Operating Equipment <\$5000	\$0	\$0	\$0	\$0	\$0	\$0
66-00 Facility Maintenance	0	0	0	0	0	0
74-00 Operating Services	0	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	0
81-10 Land	0	0	0	0	0	0
81-11 Easements And Row	0	0	0	0	0	0
81-20 Buildings	0	0	0	0	0	0
85-81 Preliminary Study	0	0	0	0	0	0
85-82 Design Engineering	349,419	0	100,261	31,693	100,261	0
85-83 Architectural Services	0	0	0	0	0	0
85-91 Construction (Contracted)	0	6,233,438	6,100,500	505,357	4,870,652	6,683,978
85-97 Soil/Concrete Testing	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
<b>Public Safety Total</b>	<b>\$349,419</b>	<b>\$6,233,438</b>	<b>\$6,200,761</b>	<b>\$537,050</b>	<b>\$4,970,913</b>	<b>\$6,683,978</b>
65-10 Street Maintenance	\$0	\$0	\$0	\$0	\$0	\$0
71-30 Engineering Services	0	0	0	0	0	0
81-11 Easements And Row	0	0	0	0	0	0
85-10 Street & Sidewalk Improv	0	0	1,834,509	389,253	1,835,674	0
85-11 Concrete Streets	0	0	0	0	0	0
85-12 Asphalt Streets	0	0	0	0	0	0
85-19 Other Street Improvements	0	0	0	0	0	0
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	146,486	0	30,201	10,200	30,201	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Construction Testing	0	0	64,040	9,912	64,040	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
<b>Public Works Total</b>	<b>\$146,486</b>	<b>\$0</b>	<b>\$1,928,750</b>	<b>\$409,365</b>	<b>\$1,929,915</b>	<b>\$0</b>
58-00 Operating Equipment < \$5000	\$0	\$0	\$691	\$0	\$691	\$0
78-30 Rental	825	0	10,293	15,426	10,293	0
81-10 Land	1,195,803	324,938	0	0	0	0
81-12 Environmental Assessment	4,215	0	0	0	0	0
81-13 Appraisals	6,400	0	0	0	0	0
82-20 Lighting	434,957	0	331,847	328,345	331,847	0
82-30 Other Property Imprvmnts/Parking	0	0	0	0	0	0
85-60 Parks Improvements	177,496	0	1,118,157	149,418	1,118,157	0
85-65 Restrooms	174,594	0	979,754	346,848	979,754	0
85-83 Architectural Services	51,905	0	1,523,898	21,434	1,523,898	0
85-96 Surveying	11,480	0	12,700	9,375	12,700	0
85-97 Soil/Concrete Testing	1,807	0	32,245	10,899	32,245	0
85-98 Misc Construction Costs	865	0	11,251	10,386	11,251	0
85-99 Geotechnical Services	0	0	0	0	0	0
82-40 Fence	0	0	83,969	0	83,969	0
85-85 Construction Inspection	0	0	0	2,500	0	0
85-91 Construction (Contracted)	856,616	0	1,633,441	2,863,289	2,863,289	0
88-00 Capital Equipment	16,200	0	557,341	7,757	557,341	0
<b>Culture &amp; Recreation Total</b>	<b>\$2,933,163</b>	<b>\$324,938</b>	<b>\$6,295,587</b>	<b>\$3,765,677</b>	<b>\$7,525,435</b>	<b>\$0</b>
<b>GENERAL OBLIGATION FUND PROJECTS</b>	<b>\$3,429,068</b>	<b>\$6,558,376</b>	<b>\$14,425,098</b>	<b>\$4,712,092</b>	<b>\$14,426,263</b>	<b>\$6,683,978</b>

Capital Improvement Plan  
 FY15-16 Budget  
 Police Investigations Funds  
 Funds 101, 102 and 103

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Police Communications Dispatch Consoles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>POLICE CAPITAL EQUIPMENT PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POLICE INVESTIGATIONS FUND PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Police Investigations Funds (101, 102 & 103)  
 Capital Improvement Projects  
 Account Listing

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
84-00 Capital Operating Equipment	\$0	\$0	\$0	\$0	\$0	\$0
88-00 Capital Equipment	0	0	0	0	0	0
<b>Police Capital Equipment Projects Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POLICE INVESTIAGTION FUND PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Capital Improvement Plan  
 FY15-16 Budget  
 Economic Development Administration Grant Fund  
 Fund 140

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
FM 2351/Beamer Rd. Water Imprvmnts	\$1,750	\$0	\$23,772	\$0	\$79,600	\$0	\$0	\$0	\$0	\$0
<b>DISTRIBUTION PROJECTS</b>	<b>\$1,750</b>	<b>\$0</b>	<b>\$23,772</b>	<b>\$0</b>	<b>\$79,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
FM 2351/Beamer Rd. Sewer Imprvmnts	\$207,006	\$0	\$10,251	\$0	\$10,251	\$0	\$0	\$0	\$0	\$0
<b>COLLECTION PROJECTS</b>	<b>\$207,006</b>	<b>\$0</b>	<b>\$10,251</b>	<b>\$0</b>	<b>\$10,251</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EDA GRANT FUND PROJECTS</b>	<b>\$208,756</b>	<b>\$0</b>	<b>\$34,023</b>	<b>\$0</b>	<b>\$89,851</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Economic Development Grant Fund (140)**  
**Capital Improvement Projects**  
**Account Listing**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
81-11 Easements And Row	\$0	\$0	\$0	\$0	\$0	\$0
85-10 Street & Sidewalk Improv	0	0	0	0	0	0
85-11 Concrete Streets	0	0	0	0	0	0
85-12 Asphalt Streets	0	0	0	0	0	0
85-19 Other Street Improvements	0	0	0	0	0	0
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	3,007	0	3,007	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	208,756	0	31,016	0	86,844	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
<b>PUBLIC WORKS IMPROVEMENTS</b>	<b>\$208,756</b>	<b>\$0</b>	<b>\$34,023</b>	<b>\$0</b>	<b>\$89,851</b>	<b>\$0</b>
<b>EDA GRANT FUND PROJECTS</b>	<b>\$208,756</b>	<b>\$0</b>	<b>\$34,023</b>	<b>\$0</b>	<b>\$89,851</b>	<b>\$0</b>

Capital Improvement Plan  
 FY15-16 Budget  
 Texas Department of Rural Affairs Grant Fund  
 Fund 142

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Fire Station #3 Renovations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Works SCADA System Upgrade - Phase I	20,000	751,310	309,508	278,188	309,508	0	0	0	0	0
Natural Gas Emergency Generators	0	0	0	0	0	0	0	0	0	0
<b>FACILITIES PROJECTS</b>	<b>\$20,000</b>	<b>\$751,310</b>	<b>\$309,508</b>	<b>\$278,188</b>	<b>\$309,508</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Friendswood Link Road (Phase 2)	\$3,040,685	\$0	\$60,718	\$60,718	\$275,388	\$0	\$0	\$0	\$0	\$0
<b>STREET PROJECTS</b>	<b>\$3,040,685</b>	<b>\$0</b>	<b>\$60,718</b>	<b>\$60,718</b>	<b>\$275,388</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TDRA GRANT FUND PROJECTS</b>	<b>\$3,060,685</b>	<b>\$751,310</b>	<b>\$370,226</b>	<b>\$338,906</b>	<b>\$584,896</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Texas Department of Rural Affairs Grant Fund (142)  
 Capital Improvement Projects  
 Account Listing

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
78-00 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
84-00 Capital Operating Equipment	0	0	0	0	0	0
81-11 Easements And Row	0	0	0	0	0	0
85-10 Street & Sidewalk Improv	0	0	0	0	0	0
85-11 Concrete Streets	0	0	0	0	0	0
85-12 Asphalt Streets	0	0	0	0	0	0
85-19 Other Street Improvements	0	0	0	0	0	0
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	3,040,685	751,310	370,226	338,906	584,896	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	20,000	0	0	0	0	0
<b>Public Works Total</b>	<b>\$3,060,685</b>	<b>\$751,310</b>	<b>\$370,226</b>	<b>\$338,906</b>	<b>\$584,896</b>	<b>\$0</b>
<b>TDRA GRANT FUND PROJECTS</b>	<b>\$3,060,685</b>	<b>\$751,310</b>	<b>\$370,226</b>	<b>\$338,906</b>	<b>\$584,896</b>	<b>\$0</b>

Capital Improvement Plan  
 FY16-17 Budget  
 Park Land Dedication Fund  
 Fund 164

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Centennial Park Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Park Improvements & Lake Friendswood	29,898	163,001	170,003	0	177,797	0	0	0	0	0
City Parks Improvements	0	0	0	0	0	42,620	43,046	43,477	43,911	44,351
Stevenson Park Improvements	0	0	0	0	0	0	0	0	0	0
<b>PARKS &amp; RECREATION PROJECTS</b>	<b>\$29,898</b>	<b>\$163,001</b>	<b>\$170,003</b>	<b>\$0</b>	<b>\$177,797</b>	<b>\$42,620</b>	<b>\$43,046</b>	<b>\$43,477</b>	<b>\$43,911</b>	<b>\$44,351</b>
<b>PARK LAND DEDICATION FUND PROJECTS</b>	<b>\$29,898</b>	<b>\$163,001</b>	<b>\$170,003</b>	<b>\$0</b>	<b>\$177,797</b>	<b>\$42,620</b>	<b>\$43,046</b>	<b>\$43,477</b>	<b>\$43,911</b>	<b>\$44,351</b>

Park Land Dedication Fund (164)  
 Capital Improvement Projects  
 Account Listing

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
82-20 Lighting	\$0	\$0	\$0	\$0	\$0	\$0
82-40 Fencing	0	0	0	0	0	0
81-11 Easements And Row	0	0	0	0	0	0
85-60 Park Improvements	29,898	163,001	170,003	0	177,797	42,620
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
<b>Parks &amp; Recreation Total</b>	<b>\$29,898</b>	<b>\$163,001</b>	<b>\$170,003</b>	<b>\$0</b>	<b>\$177,797</b>	<b>\$42,620</b>
<b>PARK LAND DEDICATION FUND PROJECTS</b>	<b>\$29,898</b>	<b>\$163,001</b>	<b>\$170,003</b>	<b>\$0</b>	<b>\$177,797</b>	<b>\$42,620</b>

Capital Improvement Plan  
 FY16-17 Budget  
 Street Improvements Fund  
 Fund 170

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Street Improvements	\$0	\$0	\$0	\$0	\$0	\$955,342	\$1,273,789	\$1,286,527	\$1,299,392	\$1,312,386
<b>STREET IMPROVEMENTS PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$955,342</b>	<b>\$1,273,789</b>	<b>\$1,286,527</b>	<b>\$1,299,392</b>	<b>\$1,312,386</b>
<b>STREET IMPROVEMENTS FUND PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$955,342</b>	<b>\$1,273,789</b>	<b>\$1,286,527</b>	<b>\$1,299,392</b>	<b>\$1,312,386</b>

Street Improvements Fund (170)  
 Capital Improvement Projects  
 Account Listing

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
82-20 Lighting	\$0	\$0	\$0	\$0	\$0	\$0
82-40 Fencing	0	0	0	0	0	0
81-11 Easements And Row	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	955,342
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
<b>Street Improvements Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$955,342</b>

<b>STREET IMPROVEMENTS FUND PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$955,342</b>
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Capital Improvement Plan  
 FY16-17 Budget  
 Economic Development Fund  
 Fund 175

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Economic Development Improvements	\$0	\$0	\$0	\$0	\$0	\$318,781	\$425,041	\$429,291	\$433,584	\$437,920
<b>ECONOMIC DEVELOPMENT IMPROVEMENTS PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$318,781</b>	<b>\$425,041</b>	<b>\$429,291</b>	<b>\$433,584</b>	<b>\$437,920</b>
<b>ECONOMIC DEVELOPMENT IMPROVEMENTS FUND PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$318,781</b>	<b>\$425,041</b>	<b>\$429,291</b>	<b>\$433,584</b>	<b>\$437,920</b>

Economic Development Improvements Fund (175)  
 Capital Improvement Projects  
 Account Listing

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
82-20 Lighting	\$0	\$0	\$0	\$0	\$0	\$0
82-40 Fencing	0	0	0	0	0	0
81-11 Easements And Row	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	318,781
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
<b>Economic Development Improvements Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$318,781</b>
<b>ECONOMIC DEVELOPMENT IMPROVEMENTS FUND PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$318,781</b>

Capital Improvement Plan  
 FY16 -17 Budget  
 Water and Sewer Fund  
 Fund 401

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Fire Hydrant Spacing Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Neighborhood Waterline Replacement	0	0	0	0	0	0	0	0	0	0
Water Meter Change Out Program	0	0	0	0	0	0	0	0	0	0
Water Plant #2 Rehab	192,689	0	455,452	196,665	455,452	0	0	0	0	0
Water Plant #5 Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #6 Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #7 Rehab	729,464	0	466,224	236,615	466,224	0	0	0	0	0
Mandate Rd. Waterline Extension	0	0	0	0	0	0	0	0	0	0
Waterlines-Blkhwk/Oak Vista/Wand'g Trl	0	0	0	0	0	0	0	0	0	0
Waterlines- Frwd Link/Whispering Pines	0	0	191,377	161,526	191,377	0	0	0	0	0
Utility Impact Fee Update Study	0	0	0	0	0	0	0	0	0	0
Utility Rate Study	0	0	0	0	0	0	0	0	0	0
Second Elevated Water Storage Tank Rehab	0	0	0	0	0	0	372,000	0	0	0
Central 16" Interconnect	0	0	0	0	0	0	110,000	0	0	0
Surface Water Purchase (COH)	0	0	0	0	0	0	0	0	0	0
<b>DISTRIBUTION PROJECTS</b>	<b>\$922,153</b>	<b>\$0</b>	<b>\$1,113,053</b>	<b>\$594,806</b>	<b>\$1,113,053</b>	<b>\$0</b>	<b>\$482,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Sewer Line Maint & Cleaning	\$233,217	\$300,000	\$600,000	\$45,204	\$600,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Sewer Line PSB	0	0	0	0	0	0	0	0	0	0
Utility Master Plan	0	0	0	0	0	0	0	0	0	0
Sewer Line System Assessment	151,432	0	159,112	33,500	159,112	0	0	0	0	0
Software Support Services (GIS)	0	0	0	0	0	0	0	0	0	0
Blackhawk WWTP Rehab	1,030,704	0	1,052,034	26,313	1,052,034	0	0	0	0	0
Stadium Lane Parking Sewer Line	0	0	0	0	0	0	0	0	0	0
Sewerlines- Frwd Link/Whispering Pines	0	0	191,377	191,378	191,377	0	0	0	0	0
Eagle Lake Lift Station Improvement	0	0	0	0	0	0	0	0	0	0
Lift Station #18 Replacement	66,131	0	499,050	690,660	499,050	0	0	0	0	0
Lift Station #3 Replacement	0	0	908,246	819,356	908,246	0	0	0	0	0
San Joaquin Lift Station Improvements	0	0	0	0	0	0	0	0	0	0
Public Works Building Renovations	0	0	0	0	0	0	0	0	0	0
Public Works Capital Operating Equipment	0	0	0	0	0	0	0	0	0	0
<b>COLLECTION PROJECTS</b>	<b>\$1,481,484</b>	<b>\$300,000</b>	<b>\$3,409,819</b>	<b>\$1,806,411</b>	<b>\$3,409,819</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>
<b>WATER &amp; SEWER FUND PROJECTS</b>	<b>\$2,403,637</b>	<b>\$300,000</b>	<b>\$4,522,872</b>	<b>\$2,401,217</b>	<b>\$4,522,872</b>	<b>\$300,000</b>	<b>\$782,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>

Source for Future Years: The Capital Improvement Program Manual

**Water and Sewer Fund (401)**  
**Capital Improvement Projects**  
**Account Listing**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
54-76 Water Meters-Repl Program	\$0	\$0	\$0	\$0	\$0	\$0
54-78 Fire Hydrant Program	0	0	0	0	0	0
66-10 Building Renovations	0	0	0	0	0	0
71-30 Engineering Services	0	0	0	0	0	0
85-41 Distribution Lines	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	97,870	0	97,870	0
85-82 Design Engineering	4,941	0	200,016	10,112	200,016	0
85-85 Construction Inspection	0	0	0	0	0	0
85-91 Construction (Contracted)	910,702	0	795,733	578,716	795,733	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	6,510	0	19,434	5,978	19,434	0
85-99 Geotechnical Services	0	0	0	0	0	0
<b>Water (Distribution System)</b>	<b>\$922,153</b>	<b>\$0</b>	<b>\$1,113,053</b>	<b>\$594,806</b>	<b>\$1,113,053</b>	<b>\$0</b>
65-51 Collection Line Maintenance	\$233,217	\$300,000	\$666,783	\$78,704	\$666,783	\$300,000
66-10 Building Renovations	0	0	0	0	0	0
71-30 Engineering Services	0	0	0	0	0	0
65-52 Lift Station Maintenance	0	0	0	0	0	0
77-20 Software Support Services	0	0	0	0	0	0
81-12 Environmental Assessment	0	0	4,337	4,337	4,337	0
84-00 Capital Operating Equipment	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-81 Preliminary Engineering	151,432	0	7,680	0	7,680	0
85-82 Design Engineering	234,968	0	198,052	23,605	198,052	0
85-91 Construction (Contracted)	861,867	0	2,511,412	1,692,029	2,511,412	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	21,555	7,736	21,555	0
<b>Sewer (Collection System)</b>	<b>\$1,481,484</b>	<b>\$300,000</b>	<b>\$3,409,819</b>	<b>\$1,806,411</b>	<b>\$3,409,819</b>	<b>\$300,000</b>
<b>WATER &amp; SEWER PROJECTS</b>	<b>\$2,403,637</b>	<b>\$300,000</b>	<b>\$4,522,872</b>	<b>\$2,401,217</b>	<b>\$4,522,872</b>	<b>\$300,000</b>

**Capital Improvement Plan  
FY15-16 Budget  
Proposed Water and Sewer Bonds Projects**

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
Bay Area Blvd Waterline	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Blackhawk Waterline	0	0	0	0	0	0	0	0	0	0
Water Plant #2 Rehabilitation	123,784	0	364,696	108,139	372,555	0	0	0	0	0
Water Plant #5 Rehabilitation	0	0	0	0	188,560	0	0	0	0	0
Water Plant #6 Rehabilitation	0	0	0	0	0	0	0	0	0	0
Water Plant #7 Rehabilitation	94,687	0	149,746	6,739	149,746	0	0	0	0	0
Deepwood Force Main	0	0	0	0	0	0	0	0	0	0
Beamer Road Water Line	0	0	0	0	0	0	0	0	0	0
42" Water Main Replacement	0	0	0	0	0	0	0	0	0	0
COH Raw Water System Buy-In	0	0	0	0	0	0	0	0	0	0
Second Take Point Phase II	0	0	0	0	0	0	0	0	0	0
Water Distribution Replacement & Upgrades	0	0	0	0	0	0	0	0	0	0
Second Elevated Water Storage Tank Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #3 Rehabilitation	0	0	0	0	0	0	0	0	0	0
Water Plant #4 Rehabilitation	0	0	0	0	0	0	0	0	0	0
Water Plant #1 Rehabilitation	0	0	0	0	0	0	0	0	0	0
<b>DISTRIBUTION PROJECTS</b>	<b>\$218,471</b>	<b>\$0</b>	<b>\$514,442</b>	<b>\$114,878</b>	<b>\$710,861</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Deepwood Force Main	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deepwood LS Expansion	0	0	0	0	0	0	0	0	0	0
Sunmeadow LS #8 Replacement	0	0	0	0	0	0	0	0	0	0
South Friendswood Force Main Div	0	0	0	0	0	0	0	0	0	0
Beamer Road Sanitary Sewer	0	0	0	0	0	0	0	0	0	0
El Dorado/Lundy Lane Sanitary Sewer	0	0	0	0	0	0	0	0	0	0
Blackhawk WWTP Rehab	0	0	239,918	0	0	3,619,765	350,000	0	0	0
Lift Station #3 Replacement	24,965	0	637,916	1,834	637,916	0	0	0	0	0
Lift Station #6 Replacement	0	0	0	0	0	0	0	0	0	0
Lift Station #23 Replacement	0	0	0	0	0	0	1,650,000	0	0	0
<b>COLLECTION SYSTEM PROJECTS</b>	<b>\$24,965</b>	<b>\$0</b>	<b>\$877,834</b>	<b>\$1,834</b>	<b>\$637,916</b>	<b>\$3,619,765</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>WATER &amp; SEWER BONDS FUND PROJECTS</b>	<b>\$243,436</b>	<b>\$0</b>	<b>\$1,392,276</b>	<b>\$116,712</b>	<b>\$1,348,777</b>	<b>\$3,619,765</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Source for Future Years: The Capital Improvement Program Manual

Some projects may be, ultimately, funded from Water & Sewer Fund working capital.

**2006 Water and Sewer Bond Construction Fund (418)  
Capital Improvement Projects  
Account Listing**

	<b>FY15 Actual</b>	<b>FY16 Original Budget</b>	<b>FY16 Amended Budget</b>	<b>FY16 YTD 6/30/16</b>	<b>FY16 Year End Estimate</b>	<b>FY17 Adopted Budget</b>
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Water Rights	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
85-41 Distribution Lines	0	0	0	0	0	0
85-43 Water Purification Plants	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	123,784	0	364,696	108,139	372,555	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
<b>Water (Distribution System)</b>	<b>\$123,784</b>	<b>\$0</b>	<b>\$364,696</b>	<b>\$108,139</b>	<b>\$372,555</b>	<b>\$0</b>
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Easements And Row	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-52 Lift Station Improvemt	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	19,109	0	10,285	1,834	10,285	0
85-91 Construction (Contracted)	5,856	0	620,569	0	620,569	0
85-96 Surveying	0	0	5,000	0	5,000	0
85-97 Soil/Concrete Testing	0	0	2,062	0	2,062	0
85-99 Geotechnical Services	0	0	0	0	0	0
<b>Sewer (Collection System)</b>	<b>\$24,965</b>	<b>\$0</b>	<b>\$637,916</b>	<b>\$1,834</b>	<b>\$637,916</b>	<b>\$0</b>
<b>2006 W/S BOND PROJECTS</b>	<b>\$148,749</b>	<b>\$0</b>	<b>\$1,002,612</b>	<b>\$109,973</b>	<b>\$1,010,471</b>	<b>\$0</b>

**2009 Water and Sewer Bond Construction Fund (419)  
Capital Improvement Projects  
Account Listing**

	<b>FY15 Actual</b>	<b>FY16 Original Budget</b>	<b>FY16 Amended Budget</b>	<b>FY16 YTD 6/30/16</b>	<b>FY16 Year End Estimate</b>	<b>FY17 Adopted Budget</b>
81-11 Water Rights	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-41 Distribution Lines	0	0	0	0	0	0
85-43 Water Purification Plants	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	5,001	0	17,565	6,739	17,565	0
85-91 Construction (Contracted)	89,686	0	132,181	0	132,181	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
<b>WATER (DISTRIBUTION SYSTEM)</b>	<b>\$94,687</b>	<b>\$0</b>	<b>\$149,746</b>	<b>\$6,739</b>	<b>\$149,746</b>	<b>\$0</b>
81-11 Easements And Row	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-52 Lift Station Improvemt	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	239,918	0	188,560	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
<b>SEWER (COLLECTION SYSTEM)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$239,918</b>	<b>\$0</b>	<b>\$188,560</b>	<b>\$0</b>
<b>2009 W/S BOND PROJECTS</b>	<b>\$94,687</b>	<b>\$0</b>	<b>\$389,664</b>	<b>\$6,739</b>	<b>\$338,306</b>	<b>\$0</b>
<b>TOTAL W/S BONDS FUND PROJECTS</b>	<b>\$243,436</b>	<b>\$0</b>	<b>\$1,392,276</b>	<b>\$116,712</b>	<b>\$1,348,777</b>	<b>\$0</b>

**2016 Water and Sewer Bond Construction Fund (420)  
Capital Improvement Projects  
Account Listing**

	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Water Rights	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
85-41 Distribution Lines	0	0	0	0	0	0
85-43 Water Purification Plants	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
<b>Water (Distribution System)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Easements And Row	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-52 Lift Station Improvemt	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	3,619,765
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
<b>Sewer (Collection System)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,619,765</b>
<b>2016 W/S BOND PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,619,765</b>
<b>TOTAL W/S BONDS FUND PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,619,765</b>

**Capital Improvement Plan  
FY16-17 Budget  
Water and Sewer Fund  
(Funding to be Determined)**

Project Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget	FY18 Proposed Budget	FY19 Proposed Budget	FY20 Proposed Budget	FY21 Proposed Budget
42" Water Main Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,709,000	\$2,291,000	\$0
Water Plant #7 Rehabilitation	0	0	0	0	0	0	0	0	0	0
Second Elevated Water Storage Tank Rehab	0	0	0	0	0	0	0	0	750,000	0
East FM 528 Water Line	0	0	0	0	0	0	0	0	0	0
Western Loop 16" Waterline	0	0	0	0	0	0	0	0	0	1,200,000
Water Plant #6 Rehab	0	0	0	0	0	0	0	0	0	0
Mandale Rd. Waterline Extension	0	0	0	0	0	0	0	0	0	0
Surface Water One Reservoir Rehab	0	0	0	0	0	0	0	950,000	0	0
Water Well #3 Rehab	0	0	0	0	0	0	0	500,000	0	0
Water Well #4 Rehab	0	0	0	0	0	0	0	500,000	0	0
Western Transmission Line	0	0	0	0	0	0	0	0	0	4,800,000
Public Works Building Replacement	0	0	0	0	0	0	0	0	0	1,000,000
Surface Water Purchase (COH)	0	0	0	0	0	0	0	0	0	0
<b>DISTRIBUTION PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,659,000</b>	<b>\$3,041,000</b>	<b>\$7,000,000</b>
Lift Station #3 Replacement	0	0	0	0	0	0	0	0	0	0
Lift Station #6 Replacement	0	0	0	0	0	0	0	0	0	0
Lift Station #23 Replacement	0	0	0	0	0	0	0	0	0	0
Lift Station #22 Replacement	0	0	0	0	0	0	1,300,000	0	0	0
Lift Station #4 Replacement	0	0	0	0	0	0	1,170,000	0	0	0
Lift Station Addition (based on need)	0	0	0	0	0	0	1,200,000	0	0	0
Sanitary Sewer System Assessment	0	0	0	0	0	0	2,075,000	0	0	0
Software Support Services (GIS)	0	0	0	0	0	0	0	0	0	0
Stadium Lane Parking Sewer Line	0	0	0	0	0	0	0	0	0	0
Eagle Lake Lift Station Improvement	0	0	0	0	0	0	0	0	0	0
Blackhawk WWTP 3rd Clarifier	0	0	0	0	0	0	0	0	0	0
Blackhawk WWTP Existing Clarifiers Rehab (53% share)	0	0	0	0	0	0	530,000	0	0	0
Public Works Building Replacement	0	0	0	0	0	0	0	0	0	1,000,000
San Joaquin Lift Station Improvements	0	0	0	0	0	0	0	0	0	0
<b>COLLECTION PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,275,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>
<b>WATER &amp; SEWER PROJECTS (FUNDING TBD)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,275,000</b>	<b>\$6,659,000</b>	<b>\$3,041,000</b>	<b>\$8,000,000</b>

Source for Future Years: The Capital Improvement Program Manual

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**SIGNIFICANT NON-RECURRING  
GENERAL OBLIGATION PROJECTS  
(Planned for FY16 – FY21)**

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## Capital Improvement Program

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**Project Name: Lake Friendswood and Community Parks Improvements**



Project Type: Parks Improvements  
Subtype: Construction  
Completion Year: 2017  
Total Budget: \$1,080,000  
Budgeted in FY16: \$177,797  
Funding Source:  
Undesignated General Fund Balance  
Park Land Dedication Fund Balance

### Description

The proposed improvements provide for the full development of Lake Friendswood which would allow for camping, picnics, fishing, swimming at own risk, and non-motorized boating. Other community parks improvements include equipment replacement, upgrades or additions.

### Justification

In addition to the recreational benefit to Friendswood residents and visitors, development of the lake will add 35 acres of usable park space; helping to address City's need to meet the National Recreation and Parks Association standards of 100 acres of usable park space per 1,000 residents.

### Operating Impact

The estimated annual budgetary impact associated with the development of the Lake will be \$21,000, beginning in FY17, to cover lighting and maintenance of the roadway, parking, restroom, pavilion and floating pier.

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**Project Name: Mud Gully Detention and Conveyance**

Exhibit 1: Proposed MUD Detention and Channel Improvements



Project Type: Drainage  
Subtype: Construction  
Completion Year: 2018  
Total Budget: \$1,000,000  
Funding Source:  
Undesignated General Fund Reserves

### Description

The City of Friendswood, in participation with the Galveston County Consolidated Drainage District, Harris County Flood Control District, Harris County, and Galveston County will undertake the Mud Gully Detention and Channel Improvements. This will include 120-Acre Detention Basin providing 1,550 acre-feet of detention capacity and approximately 1 mile of conveyance improvements.

### Justification

The above improvements would drop the surface elevation of Clear Creek and the Mud Gully, and provide benefits to over 700 structures that are within the 100-year flood plain. This is a component of the Clear Creek Federal Flood Control project which is being re-evaluated by the U.S. Army Corps of Engineers.

### Operating Impact

This project will not result in any additional operating cost for the City.

# Capital Improvement Program

**Project Name: Street Improvements (funded by G.O. Bonds authorized in 2013)**



Proposition 4: \$7,710,000  
Road and Street Improvements Include

- Blackhawk Boulevard
- Mary Ann Drive
- Shadow Bend Avenue
- Townes Road
- Winding Road
- Woodlawn Drive

Project Type: Thoroughfare  
 Subtype: Construction  
 Completion Year: 2017 - 2018  
 Total Budget: \$7,710,000  
 Funding Source: General Obligation Bonds (authorized 11/13)

**Description**

The 2013 bond election included a proposition for street improvements identified in the City's Pavement Management Master Plan as needing repair/replacement. The proposed improvements will replace damaged roadways.

The project will consist of Shadow Bend Avenue, Woodlawn Drive, Townes Road, Mary Ann Drive, Blackhawk Boulevard and Winding Road.

**Justification**

As identified in the Master Plan, replacing these roadways will help reduce on-going operation & maintenance costs for both the City and motorists traveling in Friendswood.

**Operating Impact**

Annual estimated street maintenance cost is \$3,545 per mile. This project consists of 2.84 total miles. Upon completion, this project's annual maintenance cost would be approximately \$10,069.

**Project Name: Parks Improvements (funded by G.O. Bonds authorized in 2013)**



Proposition 3  
Park Improvements  
\$7,285,000

- |  |   |
|--|---|
| <p><b>Centennial Park</b></p> <ul style="list-style-type: none"> <li>• Basketball Hoop</li> <li>• Tennis Court Lighting at 15' High</li> <li>• Parking Lot Lighting</li> <li>• Area Lighting</li> </ul> <p><b>Lake Friendswood</b></p> <ul style="list-style-type: none"> <li>• Fishing Pier</li> <li>• Basketball Hoop</li> <li>• Area Lighting</li> <li>• Landscaping</li> </ul> <p><b>Harwood Park</b></p> <ul style="list-style-type: none"> <li>• Area Lighting</li> <li>• Parking Lot Lighting</li> <li>• Fencing</li> </ul> | <p><b>Sportspark</b></p> <ul style="list-style-type: none"> <li>• New South Softball Field</li> <li>• Parking Expansion/Lighting</li> <li>• New Concessions/Restroom Facilities</li> <li>• Improved Area Lighting</li> </ul> <p><b>Stevenson Park</b></p> <ul style="list-style-type: none"> <li>• Soccer Field Expansion</li> <li>• Additional Parking</li> <li>• Tennis Court Lighting/Expansion/Club City Park</li> <li>• Lighting at Baseball/Softball Courts</li> <li>• Security Signage</li> </ul> <p><b>Landfill Acquisition</b></p> <ul style="list-style-type: none"> <li>• Additional sports field</li> <li>• Possible expansion of current park</li> </ul> |
|--|---|

Project Type: Parks  
 Subtype: Improvements  
 Completion Year: 2015 - 2018  
 Total Budget: \$7,285,000  
 Funding Source: General Obligations Bonds (authorized 11/13)

**Description**

The 2013 bond election included a proposition to address community parks improvement needs identified in City's Parks Master Plan and in the 2013 citizens' survey. Parks projects will include Lake Friendswood improvements, land acquisition to develop additional parks

space and improve existing parks (Stevenson, Centennial and Sports) with new amenities.

**Justification**

Land acquisition for additional parks space will enable the City to be closer to the NRPA acreage per capita standards. Improvements will provide more amenities and accessibility at Friendswood's existing park lands.

**Operating Impact**

The estimated annual budgetary impact is approximately \$37,550 upon completion of the parks projects identified beginning in FY15. This includes facility services (such as mowing and janitorial), facility supplies, and utilities.

## Capital Improvement Program

**Project Name: Library Expansion (funded by G.O. Bonds authorized in 2013)**



Proposition 2  
\$2,525,000  
Proposed Library Improvements

- Expansion & Renovation of Interior and Exterior
- Expansion of Children/Teen Areas
- Additional Meeting Areas
- Added parking
- Expanded Computer/Technology Capacity

Project Type: Facilities  
 Subtype: Improvements  
 Completion Year: 2016 - 2017  
 Total Budget: \$2,525,000  
 Funding Source: General Obligations Bonds (authorized 11/13)

Description

The 2013 bond election included a proposition to renovate and expand the City's existing public library. The expansion will add 6,000 square feet to the facility bringing the total square footage to 21,000.

Justification

The renovation and expansion project will provide additional space to increase the library's resources catalog volume and provide a more vibrant facility for library patrons.

Operating Impact

Upon completion in FY17, the library expansion project will have an annual budgetary impact of approximately \$22,575 which will include additional utility costs, janitorial services, landscaping services and facility supplies.

**Project Name: Fire Station Improvements & Construction (funded by G.O. Bonds authorized in 2013)**



Proposition 1: \$6,565,000  
Includes  
New Fire Station: \$2,500,000

- Located near Current Public Safety Building
- Improved Response Times
- Enhanced Fire/EMS Coverage

Project Type: Facilities  
 Subtype: Improvements  
 Completion Year: 2015 - 2018  
 Total Budget: \$6,565,000  
 Funding Source: General Obligations Bonds (authorized 11/13)

Description

The 2013 bond election included a proposition to expand the City's existing Fire Station #4 to become the new Fire and EMS department headquarters and build a new Fire Station to replace the City's current Fire Station #1.

Justification

The Fire Station improvements will provide adequate space for personnel and equipment as population and need for Fire/EMS services grows. The improvements will allow the City to better meet the 2 mile radius coverage requirements established by the Insurance Services Organization and National Fire Protection Association (NFPA).

Operating Impact

Upon completion of the project in FY18, additional operating cost for the City for the new fire station will be approximately \$18,000. This will include utilities, alarm monitoring services and annual fire inspection services.

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**SIGNIFICANT NON-RECURRING  
UTILITY SERVICES PROJECTS  
(Planned for FY16 – FY21)**

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## Capital Improvement Program

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**Project Name:       Blackhawk Wastewater Treatment Plant Improvements**



Project Type:    Utility  
Subtype:         Sanitary Sewer Improvements

Completion Year:         2016 - 2017

Total Budget:         \$3,999,530

Funding Source:        2016 W&S Revenue Bonds

Description

This project consists of the addition of a third clarifier and future rehabilitation of existing clarifiers at the wastewater treatment plant which services the City's sanitary sewer system.

Justification

Aging of the Blackhawk Wastewater Treatment Plant, constructed in 1979, has resulted in the need for rehabilitation of existing clarifiers to prevent sanitary sewer system inflows and infiltration issues. Addition of the 3<sup>rd</sup> clarifier will ensure adequate sewer treatment capacity through and at the City's anticipated build-out population of 57,400.

Operating Impact

Improved efficiencies of the clarifiers will result in very minimal budgetary increase, if any at all, in the 1<sup>st</sup> year after completion. As 53% participant of the Blackhawk Wastewater Treatment Plant, the anticipated additional annual operational cost in future years could be \$75,000 - \$100,000.

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**Project Name:       Lift Station #23 Replacement**

Project Type:         Utility  
Subtype:             Sanitary Sewer Improvements

Completion Year:       2017

Total Budget:         \$1,620,000

Funding Source:        2016 W&S Revenue Bonds

Description

This project will replace the existing critical lift station that serves the majority of the south western region of Friendswood. A new wet well would be poured, new pumps and controls for the lift station will be installed, new fencing will be erected, and a new emergency generator will be installed.

Justification

The existing lift station has reached the end of its useful life span and is in need of immediate replacement. Current estimates and recent experiences have proven that this system is severely taxed and incapable of handling current standard flows.

Operating Impact

This capital improvement project involves replacing an existing and dated lift station. Operational expenses for maintenance are expected to decline over the early life cycle years by approximately \$5,000 annually.

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## Capital Improvement Program

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**Project Name: Lift Station #4 Replacement**

Project Type: Utility  
Subtype: Sanitary Sewer Improvements  
Completion Year: 2018  
Total Budget: \$1,170,000  
Funding Source: Not yet identified

Description

This project would replace the existing lift station that serves the Polly Ranch area. A new wet well would be poured, new pumps and controls for the lift station would be installed, and new fencing will be erected.

Justification

The existing lift station at Polly Ranch has reached the end of its useful life span and is in need of replacement. Current estimates indicate that this system will be severely taxed and incapable of handling even normal combined flows in the next few years.

Operating Impact

This capital improvement project involves replacing an existing and dated lift station. Operational expenses for maintenance are expected to decline over the early life cycle years by approximately \$5,000 annually.

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**Project Name: Lift Station #22 Replacement**

Project Type: Utility  
Subtype: Sanitary Sewer Improvements  
Completion Year: 2018  
Total Budget: \$1,300,000  
Funding Source: Not yet identified

Description

This project would replace the existing lift station that serves the Forest Bend area. A new wet well would be poured, new pumps and controls for the lift station would be installed, and new fencing will be erected.

Justification

The existing lift station at Forest Bend has reached the end of its useful life span and is in need of replacement. Current estimates indicate that this system will be severely taxed and incapable of handling even normal combined flows in the next few years.

Operating Impact

This capital improvement project involves replacing an existing and dated lift station. Operational expenses for maintenance are expected to decline over the early life cycle years by approximately \$5,000 annually.

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## Capital Improvement Program

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**Project Name:** Lift Station Addition

Project Type: Utility  
Subtype: Sanitary Sewer Improvements

Completion Year: 2018

Total Budget: \$1,200,000

Funding Source: Not yet identified

### Description

This project would replace either the existing lift station #1 or #17 that serve their respected areas. At either lift station, a new wet well would be poured, new pumps and controls for the lift station would be installed, and new fencing will be erected.

### Justification

The existing lift stations at both of these locations have reached the end of their useful life span and are in need of replacement. Current estimates indicate that these systems will be severely taxed and incapable of handling even normal combined flows in the next few years.

### Operating Impact

This capital improvement project involves replacing an existing and dated lift station. Operational expenses for maintenance are expected to decline over the early life cycle years by approximately \$5,000 annually.

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## Capital Improvement Program

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**Project Name:** Sanitary Sewer Assessment (Phases 3 & 4)

Project Type: Utility  
Subtype: Sanitary Sewer Improvements

Completion Year: 2018

Total Budget: \$2,075,000

Funding Source: Not yet identified

### Description

In 2014, the Blackhawk Regional Wastewater Treatment Plant, owned and operated by Gulf Coast Waste Disposal Authority (GCWDA), experienced additional enforcements by the Texas Commission on Environmental Quality (TCEQ) related to infiltration and inflow problems at the plant. According to collected flow data, during high intensity rain events, the plant experiences occasional periods of sustained high flows exceeding permitted amount which are caused by infiltration/inflow from the plant participants' collection systems. The sustained high flows adversely impact the treatment processes that probably result in exceeding the permitted parameters.

In acknowledgement of the imminent concerns, measures have been taken to identify and correct possible breaches of our collection system. A four phase approach will be taken. Phase I (develop basin areas and conduct flow monitoring) which has been completed, Phase II (conduct a more detailed Sanitary Sewer Evaluation Study of the basin areas that exhibited an above industry standard of Inflow and Infiltration (I&I) which is to be completed in 2016, Phase III (design of the corrective measures) which is to be completed in 2017), and Phase IV (construction of the proposed corrective measures) which is to be completed in 2018.

### Justification

The Blackhawk Wastewater Treatment Facility treats all of Friendswood's wastewater. Permit violations due to infiltration and inflow can result in fines to participants of the plant. In addition, proper rehabilitation of our infrastructure to prevent I & I will insure the integrity and longevity of the City's utility infrastructure.

### Operating Impact

This capital improvement project is not expected to result in annual operating costs or savings. However, upon completion the City will not face the fines and penalties enforced by TECQ for infiltration/inflow violations.

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## Capital Improvement Program

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**Project Name: Second Elevated Water Storage Tank Rehabilitation**



Project Type: Utility  
Subtype: Water Plant Improvements  
Completion Year: 2018  
Total Budget: \$1,122,000  
Funding Source: Water & Sewer Fund Working Capital

Description

The rehabilitation of the existing elevated storage tank will include the sand blasting and painting of the storage tank and some minor repairs to pumping equipment.

Justification

A preventive maintenance program would prolong the life of the facilities. The ground storage needs to be painted every 10 to 12 years to assure its integrity and usefulness.

Operating Impact

No additional maintenance and operational cost are associated with this capital improvement as it is a rehab to an existing water storage tank. Approximate future cost of repeating this rehab in 10 to 12 years is \$484K.

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**Project Name: Central 16" Interconnect**

Project Type: Utility  
Subtype: Water Distribution Improvements  
Completion Year: 2018  
Total Budget: \$110,000  
Funding Source: Water & Sewer Fund Working Capital

Description

This project consists of installation of approximately 3,000 linear feet of 16" waterlines to connect water service along Wilderness Trails to the 12" main waterline on FM 528.

Justification

The project would improve water pressure and provide potable water to the southernmost area of the City along FM 528.

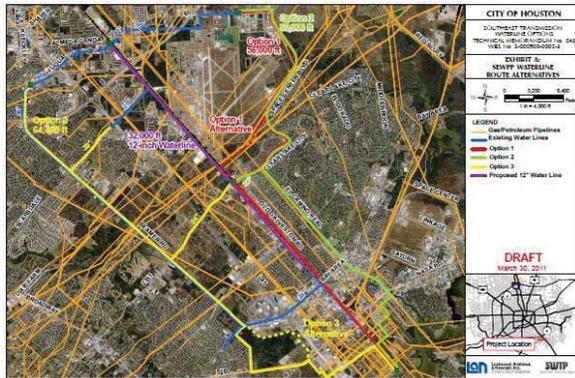
Operating Impact

This capital improvement project involves adding a total of approximately 3,000 linear feet (or 0.576 miles) to the City's existing waterlines. Based on current waterline maintenance cost of approximately \$1,880 per mile, additional annual operating maintenance cost for this project will be about \$1,083.

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# Capital Improvement Program

**Project Name: 42 Inch Water Main Replacement**



Project Type: Utility

Subtype: Water Distribution Improvements

Completion Year: 2019 - 2020

Budget: \$7,000,000

Funding Source: Not yet identified

## Description

This is a co-participation project with the City of Houston and other participants in the upgrade of the main north / south surface water transmission pipeline from the Southeast Water Purification Plant along State Highway 3. Texas Department of Transportation plans to widen State Highway 3 and it will be necessary to remove the existing pipeline from the State right-of-way in preparation for that project. This presents an opportunity to up-size this transmission line when it is removed from the easement. The removal / construction project will be managed by the City of Houston and Participant's cost share will be based on a pro-rata use according to their distribution allocation. Friendswood's distribution allocation from this line is balanced by its distribution allocation from the 36-inch line on

Beamer. Replacement and movement of the 42-inch line to a location outside of the Highway 3 ROW is planned for completion by 2015 in order for Texas Department of Transportation (TxDOT) project to proceed on schedule.

## Justification

The City of Friendswood is a participant in the operation and maintenance of the 42 inch Water Line. That pro-rata participation is reduced by its participation in the Beamer Road 36 inch transmission line. The City is dependent on these as the source of surface water required to meet the Ground Water Reduction Plan as established in 2001, and to meet growing population requirements through build-out.

## Operating Impact

The City is currently charged \$0.64 per gallon for surface water received through this waterline. Completion of this capital improvement project will not result in any additional water to the City; therefore no additional operating costs are expected.

## Capital Improvement Program

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**Project Name: Surface Water One Reservoir Rehabilitation**

Project Type: Utility  
Subtype: Water Distribution Improvements

Completion Year: 2019

Total Budget: \$950,000

Funding Source: Not yet identified

Description

The project includes sand blasting and painting of both ground storage tanks and some minor equipment repairs and replacements.

Justification

A preventive maintenance program prolongs the life of the facilities. The ground storage tanks require blasting and painting every 10 to 12 years to assure their integrity and usefulness, and more importantly to meet required State TCEQ water quality mandates.

Operating Impact

Due to the nature and scope of this capital improvements project, no additional cost of budgetary savings are expected.

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**Project Name: Water Well #3 Rehabilitation**

Project Type: Utility  
Subtype: Water Distribution Improvements

Completion Year: 2019

Total Budget: \$500,000

Funding Source: Not yet identified

Description

The rehabilitation will include the sand blasting and painting of the ground storage tank and some minor repair/ replacement of pumps and control equipment.

Justification

This is part of a preventive maintenance effort to prolong the life of the facilities. Ground storage tanks require painting every 10 to 12 years to assure its integrity and usefulness, and more importantly to meet required State TCEQ water quality mandates.

Operating Impact

No additional cost or budgetary savings are anticipated due to the nature and scope of this project.

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## Capital Improvement Program

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**Project Name: Water Well #4 Rehabilitation**

Project Type: Utility  
Subtype: Water Distribution Improvements

Completion Year: 2019

Total Budget: \$500,000

Funding Source: Not yet identified

Description

The rehabilitation will include the sand blasting and painting of the ground storage tank and some minor repairs to the required pumping equipment.

Justification

Preventive maintenance program prolongs the life of the facilities. The ground storage needs to be painted every 10 to 12 years to assure its integrity and usefulness, and more importantly to meet required State TCEQ water quality mandates.

Operating Impact

No additional cost or budgetary savings are anticipated due to the nature and scope of this project.

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**Project Name: Western Transmission Waterline**

Project Type: Utility  
Subtype: Water Distribution Improvements

Completion Year: 2021

Total Budget: \$4,800,000

Funding Source: Not yet identified

Description

The proposed improvements would extend an independent 12" to 16" transmission water main line from Surface Water Plant #1 to the far western reaches of our service area, to ultimately inter-connect to Water Plant #4 or a newly constructed water booster plant. This proposed transmission water main is to be independent and routed without any other tie-ins, minus of its source and destination point.

Justification

Currently, limited un-looped water lines service various developments throughout the southern region of Friendswood, therefore limiting the availability of needed constant water pressure on the farther western regions of Friendswood. The proposed transmission water main would provide the needed direct constant supply of water to this proposed area, ultimately providing development opportunities along the far western regions of FM 528.

Operating Impact

This capital improvement project involves adding a total of approximately 5 miles to the City's existing waterlines. Based on projected future waterline maintenance cost of approximately \$2,179 per mile, additional annual operating maintenance cost for this project will be about \$10,897.

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## Capital Improvement Program

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**Project Name: Western Loop 16" Waterline**

Project Type: Utility  
Subtype: Water Distribution Improvements

Completion Year: 2021

Total Budget: \$1,200,000

Funding Source: Not yet identified

Description

This project consists of extending waterlines from water plant #4 connecting to existing City waterlines in the western portion of our service area.

Justification

The project would improve water pressure along FM 528 and open the western portion of the City for development opportunities.

Operating Impact

This capital improvement project involves adding a total of approximately 5 miles to the City's existing waterlines. Based on current waterline maintenance cost of approximately \$1,880 per mile, additional annual operating maintenance cost for this project will be about \$9,400.

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**Project Name: Public Works Building Replacement**

Project Type: Utility  
Subtype: Facilities

Completion Year: 2021

Total Budget: \$2,000,000

Funding Source: Not Yet Identified

Description

Staff has identified a need to renovate the existing Public Works facility by 2018 to meet the growing needs of the community. The proposed project will consist of renovating the existing 2,400 square foot Public Works office facilities at 1306 Deepwood. The renovations would upgrade the existing building bringing it into compliance with existing building and life safety codes, and current ADA requirements. A more detailed scope is expected to be identified during the preliminary study phase of the project. The scope outlined above was based on currently identified needs of the Sponsor Department.

Justification

The current Public Works' facility was constructed in 1978 and is located entirely within the 100-year floodplain. Fortunately, the building has only flooded once, in 1979. However, normal operations of the facility is severely hampered during extreme heavy rainfall events. The current facility occupies a 4.8-acre site that it shares with the existing Parks Maintenance Facility and prior Animal Control Building. The future plan for the other Parks Department Facility calls for the relocation of that facility and its operation to another site. When this is accomplished, the remaining land can be fully utilized by the Public Works Department. As the community continues to grow, the facilities can then expand to handle the additional equipment and employees needed by Public Works to service a fully developed city.

Operating Impact

Upon completion of the project in the year 2021, the new Public Works building will have an annual budgetary impact of approximately \$21,812 which will include additional utility costs, janitorial services, landscaping and facility supplies.

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## Capital Improvement Program

### Capital Improvements Program - General Government Projects Beyond 5-Year CIP

PROJECT	Estimated Cost	Other Funds	Other Funding Source
Records Retention Center	\$558,000	\$0	
Brittany Bay Blvd Phase 1 (East of FM 528)	\$11,152,931	\$6,203,100	Development Contribution
FM 518 Drainage Improvements Phase 2	\$3,296,400	\$0	
Shadowbend Drainage Improvements Ph. II	\$499,200	\$0	
Sunmeadow Drainage Improvements	\$3,768,000	\$0	
Public Safety Building Phase 2	\$3,578,400	\$0	
San Joaquin Pkwy Reconstruction	\$678,000	\$0	
Fire Dept Training Field Upgrades	\$940,800	\$0	
Parks Maintenance Building Phase 1 & 2	\$1,200,000	\$0	
<b>Total Estimates</b>	<b>\$25,671,731</b>	<b>\$6,203,100</b>	

## Capital Improvement Program

### Capital Improvements Program – Water & Sewer Projects Beyond 5-Year CIP

PROJECT	Estimated Cost	Other Funds	Other Funding Source
Automated Meter Reading System	\$3,600,000	\$0	
Beamer Road Sanitary Sewer Future Phases	\$3,658,800	\$0	
Beamer Road Water Line Future Phases	\$1,779,600	\$0	
Blackhawk Treatment Plant Capacity	\$10,074,000	\$0	
El Dorado - Lundy Lane Sanitary Sewer	\$3,404,400	\$0	
FM 528 - Falcon Ridge to Windsong Sanitary Sewer	\$847,200	\$0	
FM 528 - Lundy Lane to Tower Estates Sanitary Sewer	\$1,330,800	\$0	
San Joaquin Estates Water Line Replacement	\$1,707,600	\$0	
SCADA System Upgrade – Phase 2	\$240,000	\$0	
South Friendswood Service Area Water Loop	\$858,000	\$0	
Water Distribution Replacement and Upgrades	\$6,000,000	\$0	
Windsong Sanitary Sewer	\$2,582,400	\$0	
<b>Total Estimates</b>	<b>\$36,084,400</b>	<b>\$0</b>	

## Capital Improvement Program

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### Capital Projects completed since CIP Program Inception (1999)

#### City Facilities

Public Safety Building  
Fire Station #4  
Public Works Security Gate  
Public Works Wash Bay  
Library Land Acquisition  
Public Works Vehicle Storage Building  
Municipal Court Renovations  
Animal Control Facility  
Fire Station #3 Rehabilitation  
Emergency Generators – Fire Stations 1 & 2

#### City Parks & Recreation

Centennial Park - Phases 1, 2 & 3  
Friendswood Sports Park  
Stevenson Park Jogging Trail  
Stevenson Park Playground Renovation  
Centennial Park Field #33 Lighting  
Stevenson Park Gazebo Driveway  
Stevenson Park Gazebo Ramp  
Stevenson Park Gazebo Hand-railing  
Sportspark Improvements  
Stevenson Park Splash Pad, lighting, trails  
Centennial Basketball Pavilion

#### Street & Parking Lot Paving

Sunset Drive  
Friendswood Link Road Extension  
Additional City Hall Parking  
Activity Building Parking  
Blackhawk Blvd Reconstruction (Phase 1)  
Oak Vista Court Reconstruction  
Wandering Trail Reconstruction  
Baker Road Reconstruction  
Fire Station #3 Parking  
Library Parking  
Melody Lane Reconstruction  
Sunnyview/Skyview Reconstruction  
Stadium Lane Parking  
W. Shadowbend/Woodlawn Reconstruction  
Whitaker Drive Construction  
Townes Rd Reconstruction (Lucian to Crofterglen)  
Mary Ann Dr Reconstruction (FM 518 to Christina)  
Winding Rd Reconstruction (Melody to Riverside)  
Friendswood Link Road (Phase 2)

#### Drainage

Annalea/Whitehall/Kings Park – Phase 1  
Clover Acres  
FM 518 – Phase 1  
Glennshannon – Phase 1  
Sunmeadow – Phase 1  
W. Shadowbend/Woodlawn – Phase 1

#### Water and Sewer Utilities

Blackhawk FM 2351 Waterline  
E. Heritage 8" Sanitary Sewer  
16" Waterline (Melody to Sunset)  
Autumn Creek Sewer Line  
Additional Water Purchase  
2nd Surface Water Take Point & System Loop  
24" Trunk Line  
Moore/Mandale Waterline Loop  
Bay Area Blvd Waterline  
WWTP Waterline Loop 8"  
Longwood Park Water & Sewer  
Water Plant #1 Rehabilitation  
Water Plant #3 Rehabilitation  
Water Plant #4 Rehabilitation  
San Joaquin Estates Sewer  
Second Elevated Tank  
Sun Meadow Lift Station  
South Friendswood Force Main  
Blackhawk Waterline  
16" Transmission Waterline (Sunset to WW#4)  
FM 2351/Beamer Rd. Utilities  
Lift Station Emergency Generators  
Lift Station #6 Replacement  
Blackhawk/Oak Vista/Wandering Trail waterlines  
Water Plant #2 Replacement  
Water Plant #5 Rehabilitation  
Water Plant #6 Rehabilitation  
Water Plant #7 Replacement  
Lift Station #18 Rehabilitation  
Lift Station #3 Replacement  
Friendswood Link/Whispering Pines water lines  
Friendswood Link/Whispering Pines sewer lines  
Public Works heavy equipment purchases  
Utility Impact Fee Study - 2013  
Utility Cost of Service & Rate Study – 2014  
SCADA System Upgrade – Phase I

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## DEPARTMENT SUMMARY

## EXPENDITURE BY DIVISION

DEPARTMENT	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/2016	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
MAYOR AND COUNCIL	\$698,234	\$272,776	\$306,195	\$148,421	\$276,802	\$276,545	1.4%
CITY SECRETARY'S OFFICE	419,636	487,160	493,960	316,193	466,496	504,850	3.6%
CITY MANAGER'S OFFICE	744,057	823,105	852,436	594,305	804,802	1,034,332	25.7%
ADMINISTRATIVE SERVICES	3,885,730	3,831,561	4,073,644	2,266,693	3,727,847	3,819,766	-0.3%
POLICE	8,922,658	9,650,212	9,750,393	6,472,015	9,599,250	10,347,846	7.2%
FWD VOLUNTEER FIRE DEPT	1,442,162	1,499,035	1,499,735	1,134,356	1,504,175	1,598,698	6.6%
FIRE MARSHAL'S OFFICE	802,697	833,414	1,086,740	781,268	1,055,779	855,768	2.7%
COMMUNITY DEVELOPMENT	925,947	1,039,042	1,039,080	660,434	947,084	971,429	-6.5%
PUBLIC WORKS	7,704,873	8,939,319	9,497,348	5,068,275	8,627,217	9,059,506	1.3%
LIBRARY	1,036,843	1,125,330	1,156,528	717,317	1,104,600	1,158,171	2.9%
PARKS & RECREATION	2,917,857	3,053,378	3,175,448	2,092,024	3,174,355	3,276,922	7.3%
<b>DEPARTMENT TOTAL</b>	<b>\$29,500,693</b>	<b>\$31,554,332</b>	<b>\$32,931,508</b>	<b>\$20,251,300</b>	<b>\$31,288,406</b>	<b>\$32,903,832</b>	<b>4.3%</b>

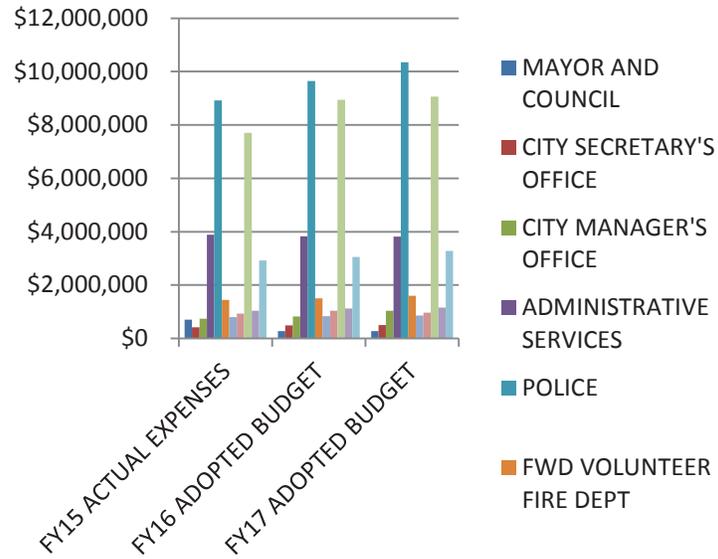
## EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/2016	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$17,546,641	\$19,170,073	\$19,160,990	\$12,513,898	\$18,382,817	\$20,104,097	4.9%
SUPPLIES	1,097,562	1,397,938	1,509,650	668,139	1,288,829	1,480,078	5.9%
MAINTENANCE	871,102	1,097,478	1,403,109	740,642	1,292,825	1,224,200	11.5%
SERVICES	9,556,958	9,342,987	10,208,180	6,025,702	9,917,504	9,577,035	2.5%
CAPITAL OUTLAY	267,062	126,241	227,194	195,706	233,892	99,081	-21.5%
OTHER	161,369	419,616	422,384	107,214	172,540	419,342	-0.1%
<b>CLASSIFICATION TOTAL</b>	<b>\$29,500,693</b>	<b>\$31,554,333</b>	<b>\$32,931,508</b>	<b>\$20,251,300</b>	<b>\$31,288,406</b>	<b>\$32,903,833</b>	<b>4.3%</b>

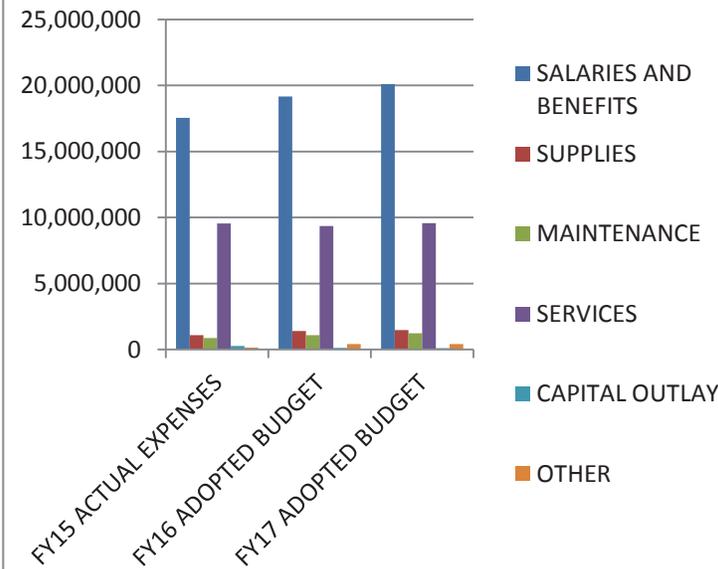
## PERSONNEL SUMMARY BY DEPARTMENT

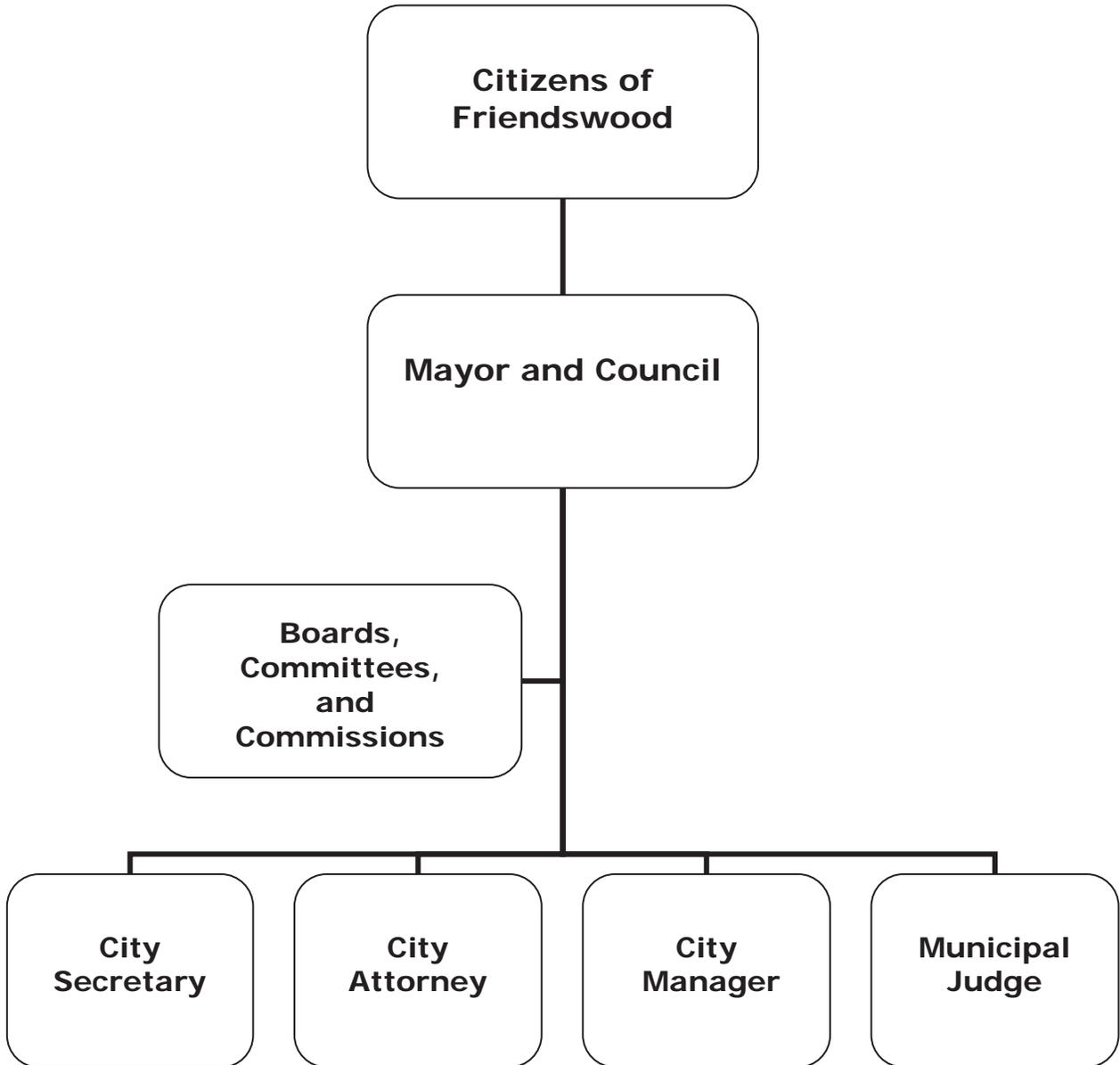
DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/2016	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
MAYOR AND COUNCIL	1.00	1.00	1.00	1.00	1.00	1.00	0.0%
CITY SECRETARY'S OFFICE	5.20	5.20	5.20	5.20	5.20	5.20	0.0%
CITY MANAGER'S OFFICE	5.55	4.55	4.55	4.55	4.55	5.40	18.7%
ADMINISTRATIVE SERVICES	28.70	28.70	28.70	28.70	28.70	27.70	-3.5%
POLICE	85.72	87.72	87.72	86.72	86.72	88.72	1.1%
FWD VOLUNTEER FIRE DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FIRE MARSHAL'S OFFICE	6.60	6.60	6.60	6.60	6.60	6.60	0.0%
COMMUNITY DEVELOPMENT	10.89	10.89	10.89	10.89	10.89	11.70	7.4%
PUBLIC WORKS	43.63	45.63	45.63	45.63	45.63	45.30	-0.7%
LIBRARY	14.37	14.62	14.62	14.62	14.62	14.97	2.4%
PARKS & RECREATION	19.63	19.63	19.63	19.63	19.63	20.90	6.5%
<b>PERSONNEL TOTAL</b>	<b>221.29</b>	<b>224.54</b>	<b>224.54</b>	<b>223.54</b>	<b>223.54</b>	<b>227.49</b>	<b>1.3%</b>

## Expenditures by Department



## Expenditures by Category





## Mayor and Council

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### Mission Statement

It is the mission of the Council and staff of the City of Friendswood to provide the highest level of service to our citizens at the greatest value.

### Current Operations

The Mayor and City Councilmembers serve as the elected representatives of the citizens of Friendswood. The Council establishes programs, policies and priorities for safe, efficient and equitable operation of the City. The most significant programs are set during the annual budget review process.

The Mayor and Councilmembers are volunteers who serve without compensation. Principal budget appropriations in this portion of the budget are associated with education and efforts to promote Friendswood interests. The city's legal services are expensed through the Mayor and Council operating budget.

At the City Council meeting on May 4, 2015, Council approved a 3-year employment contract with the City's then consulting attorney; to become the City's first in-house legal counsel. This action represents a significant shift in the organization philosophy that had a consultant-based approach to legal services since the mid-1970s. Staff will now be able to seek legal advice and direction on various City-related issues more cost effectively and efficiently; in that the City will no longer be charged at an hourly rate for the majority of its legal service needs. Additionally, these services can realized in a more time efficient manner as the City Attorney will be housed in City Hall.

### 2015-2016 Departmental Goals and Performance Measures

#### Goals:

- To conduct meetings according to State law
- To discuss and make decisions regarding the operation of the City

**Supports the City's Strategic Goals:** 1-Communication, 2-Economic Development, 3-Preservation, 4-Partnerships, 5-Public Safety, and 6-Organizational Development

Mayor and Council And City Attorney	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Forecast
<b>Inputs</b>					
Department Expenditures	\$218,802	\$698,234	\$272,776	\$276,802	\$276,545
#of Population (estimated)	38,479	39,023	39,219	39,219	39,358
<b>Outputs</b>					
# of Meetings Held	21	17	18	19	18
# of Action Items	61	65	80	70	72
# of Consent Items	72	53	65	60	62
# of Executive Session Items	15	23	10	29	24
# of Public Hearing Items	22	12	21	15	15
<b>Measures of Efficiency</b>					
Department Expenditures per capita	\$5.69	\$17.89	\$6.96	\$7.06	\$7.03

**MAYOR AND COUNCIL  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
GOVERNING BODY	\$652,172	\$56,515	\$89,834	\$14,187	\$66,484	\$56,676	0.3%
CITY ATTORNEY	46,062	216,261	216,361	134,234	210,318	219,869	1.7%
<b>DEPARTMENT TOTAL</b>	<b>\$698,234</b>	<b>\$272,776</b>	<b>\$306,195</b>	<b>\$148,421</b>	<b>\$276,802</b>	<b>\$276,545</b>	<b>1.4%</b>

**EXPENDITURE BY CLASSIFICATION**

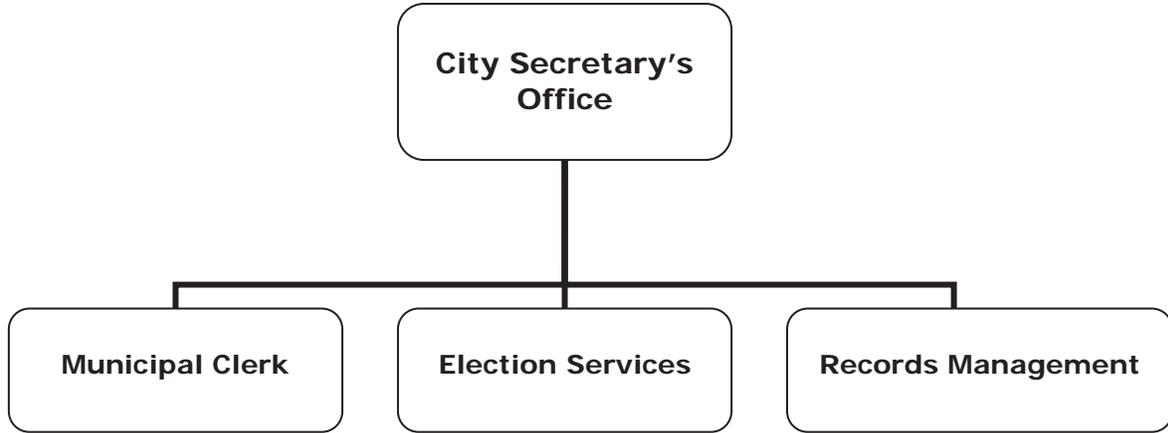
CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES	\$31,817	\$197,211	\$197,211	\$132,618	\$195,083	\$200,969	1.9%
SUPPLIES	10,063	4,486	4,486	2,499	3,632	4,511	0.6%
MAINTENANCE	0	0	0	0	0	0	0.0%
SERVICES	656,354	71,079	104,498	13,303	78,086	71,065	0.0%
<b>CLASSIFICATION TOTAL</b>	<b>\$698,234</b>	<b>\$272,776</b>	<b>\$306,195</b>	<b>\$148,421</b>	<b>\$276,802</b>	<b>\$276,545</b>	<b>1.4%</b>

**PERSONNEL SUMMARY BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
GOVERNING BODY	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
CITY ATTORNEY	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
<b>PERSONNEL TOTAL</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0%</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>50 - SUPPLIES</b>							
001-0101-411.5100	OFFICE SUPPLIES	\$15	\$476	\$476	\$0	\$100	\$651
001-0101-411.5200	PERSONNEL SUPPLIES	105	132	192	93	124	132
001-0101-411.5400	OPERATING SUPPLIES	2,249	3,428	3,368	2,286	3,048	3,428
001-0101-411.5800	OPERATING EQUIPMENT <\$5000	862	0	0	0	0	0
<b>50 - SUPPLIES Totals:</b>		<b>\$3,231</b>	<b>\$4,036</b>	<b>\$4,036</b>	<b>\$2,379</b>	<b>\$3,272</b>	<b>\$4,211</b>
<b>70 - SERVICES</b>							
001-0101-411.7110	LEGAL SERVICES	\$96,723	\$0	\$28,167	\$750	\$20,000	\$0
001-0101-411.7119	OTHER LEGAL SERVICES	38,513	28,581	32,968	0	28,521	28,581
001-0101-411.7400	OPERATING SERVICES	1,017	1,238	2,003	1,424	1,424	1,238
001-0101-411.7498	JUDGMENTS & DAMAGE CLAIM	500,000	0	0	0	0	0
001-0101-411.7510	TRAINING	900	2,000	2,000	538	717	2,000
001-0101-411.7520	TRAVEL REIMBURSEMENTS	1,945	3,313	3,313	0	2,500	3,300
001-0101-411.7530	MEMBERSHIPS	6,923	6,876	6,876	6,978	6,978	6,875
001-0101-411.7910	COMMUNITY EVENTS/PROGRAMS	2,920	10,471	10,471	2,117	3,071	10,471
<b>70 - SERVICES Totals:</b>		<b>\$648,941</b>	<b>\$52,479</b>	<b>\$85,798</b>	<b>\$11,808</b>	<b>\$63,211</b>	<b>\$52,465</b>
<b>0101 - GOVERNING BODY Totals:</b>		<b>\$652,172</b>	<b>\$56,515</b>	<b>\$89,834</b>	<b>\$14,187</b>	<b>\$66,484</b>	<b>\$56,676</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0102-411.4110	FULLTIME SALARIES & WAGES	\$23,981	\$150,170	\$150,170	\$99,827	\$150,150	\$152,756
001-0102-411.4143	LONGEVITY PAY	0	0	0	0	0	130
001-0102-411.4149	CELL PHONE ALLOWANCE	330	1,320	1,320	850	1,320	1,200
001-0102-411.4710	SOCIAL SECURITY/MEDICARE	1,817	9,246	9,246	7,403	9,871	9,200
001-0102-411.4720	TMRS RETIREMENT	3,887	23,839	23,839	15,865	21,153	24,146
001-0102-411.4810	HEALTH/DENTAL INSURANCE	1,601	11,477	11,477	8,074	11,477	12,349
001-0102-411.4820	LIFE INSURANCE	77	414	414	224	400	422
001-0102-411.4830	DISABILITY INSURANCE	81	433	433	270	400	442
001-0102-411.4840	WORKERS COMP INSURANCE	29	169	169	55	169	244
001-0102-411.4850	EAP SERVICES	11	58	58	37	58	58
001-0102-411.4890	FLEX PLAN ADMINISTRATION	4	85	85	14	85	22
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$31,817</b>	<b>\$197,211</b>	<b>\$197,211</b>	<b>\$132,618</b>	<b>\$195,083</b>	<b>\$200,969</b>
<b>50 - SUPPLIES</b>							
001-0102-411.5100	OFFICE SUPPLIES	\$83	\$200	\$200	\$120	\$160	\$200
001-0102-411.5200	PERSONNEL SUPPLIES	125	150	150	0	100	0
001-0102-411.5400	OPERATING SUPPLIES	0	100	100	0	100	100
001-0102-411.5800	OPERATING EQUIPMENT<\$5000	6,624	0	0	0	0	0
<b>50 - SUPPLIES Totals:</b>		<b>\$6,832</b>	<b>\$450</b>	<b>\$450</b>	<b>\$120</b>	<b>\$360</b>	<b>\$300</b>
<b>70 - SERVICES</b>							
001-0102-411.7400	OPERATING SERVICES	\$7,158	\$1,000	\$1,000	\$25	\$900	\$1,000
001-0102-411.7401	POSTAL / COURIER SERVICES	0	100	100	0	0	100
001-0102-411.7510	TRAINING	160	1,000	1,000	25	900	1,000
001-0102-411.7520	TRAVEL REIMBURSEMENTS	0	1,000	1,000	293	575	1,000
001-0102-411.7530	MEMBERSHIPS	0	500	500	305	500	500
001-0102-411.7540	PUBLICATIONS	95	15,000	15,100	848	12,000	15,000
<b>70 - SERVICES Totals:</b>		<b>\$7,413</b>	<b>\$18,600</b>	<b>\$18,700</b>	<b>\$1,496</b>	<b>\$14,875</b>	<b>\$18,600</b>
<b>0102 - CITY ATTORNEY Totals:</b>		<b>\$46,062</b>	<b>\$216,261</b>	<b>\$216,361</b>	<b>\$134,234</b>	<b>\$210,318</b>	<b>\$219,869</b>



### Mission Statement

The City Secretary's office provides a conduit of information regarding the operation of the City of Friendswood to the citizens of Friendswood, elected officials, City Staff, and other interested parties in accordance with State law, the charter of the City of Friendswood and other rules and regulations as adopted.

### Current Operations

#### Municipal Clerk

The department of the **City Secretary** is staffed by five employees. The City Secretary reports directly to the Mayor and City Council. Services provided by the City Secretary's office focus on administrative, records (internal and external), elections and providing information to the citizens of Friendswood, elected officials and City Staff. The City Secretary's office provides information, as requested, regarding operations of the City to the community as a whole, including the Mayor, Councilmembers, City Staff, citizens and interested parties; maintains custody of all municipal records; administers the Records Management Program; and, recommends rules and regulations to be adopted by ordinance to protect the safety and security of the municipal records.

Additionally, the City Secretary's office attends and records the minutes of all official meetings of Council, attests to all instruments requiring execution, conducts and coordinates the City election, and provides election services to another entity. These activities also include coordinating the appointments of volunteers to the boards, committees and commissions, providing staff support for Council activities, managing the bid process, publishing official notices of the City, issuing certain licenses and permits, coordinating updates to the Friendswood Code of Ordinances, and performing other duties and responsibilities that may be required.

All meetings held by Council have met the Open Meetings Act requirements. As per the Open Meetings Act, all meetings are open to the public, except when there is a necessity to meet in Executive Session (closed to the public) under the provisions of Section 551, Texas Government Code, to discuss only very specific topics as allowed by law.

#### Election Services

The City Secretary's office conducts all City elections as called for in accordance with Texas Municipal Laws and Charter provisions of the City of Friendswood, in addition to conducting a joint election with the Galveston County Consolidated Drainage District.

#### Records Management Program

According to Chapter 1248, Acts of the 71<sup>st</sup> Legislature, a Records Management Program is required. This program provides for an efficient, economical and effective control over the creation, distribution, organization, maintenance, use, and disposition of all City records through a comprehensive system of integrated procedures for the management of records or their ultimate disposition in accordance with State law.

A centralized Records Storage Center has been established and a Records Management Program has been developed and implemented. Accordingly, records from all departments, allowed by law to be destroyed, are reviewed annually or bi-annually, as needed, and scheduled for destruction. This process provides record storage space for ongoing implementation of the retention schedule.

A systematic computerized scanning and indexing of all records of City Council meetings and other records is ongoing and provides for efficient retrieval and search capabilities that provides information to the Mayor and Council, all city departments, and all citizens on an as-needed basis and is available on the City's website for round-the-clock access. This provides for a searchable index of the official City records and City minutes in hard copy and/or in electronic format. This important information is easily accessible to all.

**Highlights of the Budget**

**Election Services**

This budget year we will be conducting a general election in May 2016 for Position #2 and Position #5.

**Records Management Program**

The FY17 budget continues to provide for the Records Management Program. A records storage area that is part of the Public Safety Building houses Police, Municipal Court and Fire Marshal/Emergency Operations Center's records. Discussions have been ongoing regarding projecting and planning for an alternative records storage location to replace the existing records storage center for the City Manager's office, Administrative Services, Community Services, Public Works, Community Development, Library, and City Secretary's office. The current records storage center is at an off-site storage facility that is climate controlled and built to withstand 120 MPH winds.

In addition to managing the records manually, the City Secretary's office uses the Laserfiche Records Management Module to enhance the Records Management Program electronically. With the Records Management Edition, records policies are enforced regardless of records' format, location or content. It also automates life cycle management from document creation to final disposition, runs reports detailing where records are in their life cycle and which records are eligible for transfer, accession or destruction, logs all system activity, providing an audit trail that can be used to prove adherence to the Records Management Plan and compliance regulations, ensures the future accessibility of archived records with storage, safeguards records with comprehensive access controls, supports compliance with the Texas State Library Retention Schedule, regulations, and also reduces litigation risks associated with expired and outdated records.

In the FY 2010-11 budget, Council approved the Freedom of Information Act (FOIA) Systems software to assist with implementing the Texas Public Information Act. With the volume of public information requests the City receives, this system manages the process by handling and automating all aspects of the public information request process, saving valuable Staff time with improved oversight and reporting. This web based system has streamlined the public information request process by coordinating, with the City Secretary's Records Division oversight and management, with all City departments throughout the life of a request from start to finish. The goal to make requests for public information an automated, streamlined process for both citizens and staff is now achieved through the implementation of the FOIA system.

The City Attorney's office is connected to the FOIA system in order to further streamline the public information request process and to reduce response time. This addition continues to be quite successful. Records Coordinators and Backup Records Coordinators are trained in the use of the FOIA software and policies of the program with updated training as necessary. The program consists of managing the Records Centers, the records retention program, the public information request process and coordination with all departments on all aspects of records management.

**Records and Laserfiche Program**

The FY17 budget continues to fund the records and Laserfiche program. The scanning of all records of City Council meetings and other documents will carry on as well as continuing the program for citywide access to many documents. (i.e. minutes, ordinances, resolutions, contracts, deeds, easements, vehicle titles, etc.) This program allows additional electronic capability for all departments to search, access and retrieve city records and continue to scan most documents approved by Council and make available to City Staff for search, retrieval, e-mail and print capabilities. This process eliminates the need for hard copies to be produced and stored by numerous departments. The Laserfiche program has been in place since 2005 and will continue as a permanent service of the City Secretary's office, with the expansion of records provided as technology and funds allow.

In 2009, the City Secretary's office implemented Laserfiche Weblink so citizens and the general public would be able to access the City's records from the City's website. Laserfiche Weblink publishes select documents in a Laserfiche repository to the Internet in read-only format. This project has been very successful and continues to provide easy access for the public to review the City's documents that are commonly requested through the Public Information Act.

**2016-2017 Departmental Goals and Performance Measures by Division**

**Municipal Clerk Goals:**

1. To effectively utilize electronic opportunities to provide for greater communication with the public, elected officials, City Staff and City Attorney
2. To provide Council meeting notices for all meetings held
3. To provide the public with information regarding the administration of the City that will be discussed in those meetings
4. To provide support and information to Council and citizens in preparing and attending Council meetings
5. To take minutes of each meeting held and record City Council action and workshop discussions

**Supports the City's Strategic Goals:** 1-Communication and 6-Organizational Development

**Objectives:**

1. Post all agenda, minutes, paperless agenda packets, or additional documents of City Council meetings and Commission, Committee and Board meeting agendas and minutes on the City's website.
2. Make available on the website Public Information Act request information and forms as well as a public link to FOIA, voting and election information and results, press releases related to elections and City Secretary services, Council information and biographies, volunteer committee forms, legal notices and other information.

**City Secretary**

<b>Municipal Clerk Division</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
Number of full time equivalents (FTE's)	3.0	3.0	3.0	3.0	3.0
Department Expenditures	\$277,244	\$283,541	\$309,013	\$298,174	\$315,510
<b>Outputs (Goals 1 &amp; 2)</b>					
# of Alcohol permits	30	12	32	32	19
# of Bids Administered	9	19	25	17	20
# of Contracts	86	71	85	70	75
# of Copies made	82,351	81,523	84,000	87,552	87,650
# of Liens-filed/released	3	6	5	4	5
# of Notices posted- includes Council / Committees / Boards / Commissions	112	105	125	105	115
# of Indexes of Records	39	39	39	39	39
# of Ordinances Prepared	41	39	47	47	48
# of Ordinances, Bids, Notices, Press Releases published	37	78	50	60	65
# of Resolutions Prepared	27	26	32	27	28
<b>Outputs (Goals 3, 4 &amp; 5)**</b>					
# of Executive Sessions	15	23	18	29	22
# of Public Hearings	22	12	17	15	15
# of Regular Meetings	15	14	14	14	14
# of Special Meetings	6	3	5	5	4
# of Special Sessions/ Work Sessions	39	47	45	45	45
# of Pages of minutes	143	130	120	125	120
<b>Measures of Efficiency</b>					
Department Expenditures per capita	\$7.21	\$7.27	\$7.88	\$7.60	\$8.02

**Election Services Division:**

**Goals:**

- Provide accurate and impartial general and special elections to serve the voters of the City of Friendswood for the City's elections.
- To also provide Staff support and election services to the Galveston County Consolidated Drainage District for general and special elections.

**Supports the City's Strategic Goals:** 1-Communication, 6-Organizational Development

<b>Election Services</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	0.2	0.2	0.2	0.2	0.2
Department Expenditures	\$20,642	\$12,271	\$27,518	\$18,337	\$27,159
# of Registered Voters	24,987	26,007	26,400	26,956	27,050
<b>Outputs</b>					
# of General Elections Held	0	1	1	1	1
# of Special Elections Held	1	0	1	1	1
# of Election Challenges	0	0	0	1	0
# of Irregularities	0	0	0	0	0
<b>Measures of Effectiveness</b>					
Total # of Voters for General Elections	0	1,130	2,000	2,422	2,300
Total # of Voters Special Election	3,355	0	0	2,422	2,300
<b>Measures of Efficiency</b>					
Department Expenditures per registered voter	\$0.83	\$0.47	\$1.04	\$0.68	\$1.00
Department Expenditures per capita	\$0.54	\$0.31	\$0.70	\$0.47	\$0.69

**Records Management Division:**

**Goals:**

- Provide efficient, economical and effective control over the creation, distribution, organization, maintenance, use, and disposition of all City records through a comprehensive system of integrated procedures for the management of records and/or ultimate disposition in accordance with State law.
- Continue the ongoing Laserfiche scanning program of all minutes, approved documents of City Council, and other relevant documents.
- Continue enhancement of programs for citywide access to minutes, ordinances, resolutions, contracts, deeds, easements, vehicle titles, most permanent documents, etc.
- Continue providing electronic capability for search, access and retrieval of all permanent records for use by department users, and provide continued Laserfiche training as needed for those users.

**Supports the City's Strategic Goals:** 1-Communication, 6-Organizational Development

**Objectives:**

- Records Management Program – Provides City information to requestors timely, efficiently and according to State law.
- The Laserfiche program has provided invaluable research on many levels and has saved numerous hours of exploration and retrieval time.
- Preserve City data in a systematic computerized manner in order not to lose these historical records of action taken by City Council.

<b>Records Management</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	2.0	2.0	2.0	2.0	2.0
Department Expenditures	\$122,921	\$123,825	\$150,629	\$149,985	\$153,007
<b>Outputs</b>					
# of Public Information Requests Processed	1032	1,249	1,038	1,595	1,422
# of Pages Provided to Public	12,040	12,325	12,451	15,082	13,703
# of Attorney General Opinions Obtained	25	19	26	27	25
# of Scanning & Laserfiche Documents	401	843	500	775	800
<b>Measures of Efficiency</b>					
Department Expenditures per capita	\$3.19	\$3.17	\$3.84	\$3.83	\$3.89

**CITY SECRETARY'S OFFICE  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
MUNICIPAL CLERK	\$283,541	\$309,013	\$309,043	\$202,834	\$298,174	\$321,908	4.2%
ELECTION SERVICES	12,271	27,518	27,518	18,337	18,337	27,159	-1.3%
RECORDS MANAGEMENT	123,825	150,629	157,399	95,021	149,985	155,783	3.4%
<b>DEPARTMENT TOTAL</b>	<b>\$419,636</b>	<b>\$487,160</b>	<b>\$493,960</b>	<b>\$316,193</b>	<b>\$466,496</b>	<b>\$504,850</b>	<b>3.6%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$382,015	\$413,337	\$413,337	\$271,772	\$397,587	\$431,026	4.3%
SUPPLIES	9,665	12,979	13,479	5,535	8,978	12,979	0.0%
MAINTENANCE	410	525	525	281	281	525	0.0%
SERVICES	27,546	60,319	66,619	38,604	59,650	60,320	0.0%
<b>CLASSIFICATION TOTAL</b>	<b>\$419,636</b>	<b>\$487,160</b>	<b>\$493,960</b>	<b>\$316,193</b>	<b>\$466,496</b>	<b>\$504,850</b>	<b>3.6%</b>

**PERSONNEL SUMMARY BY DIVISION**

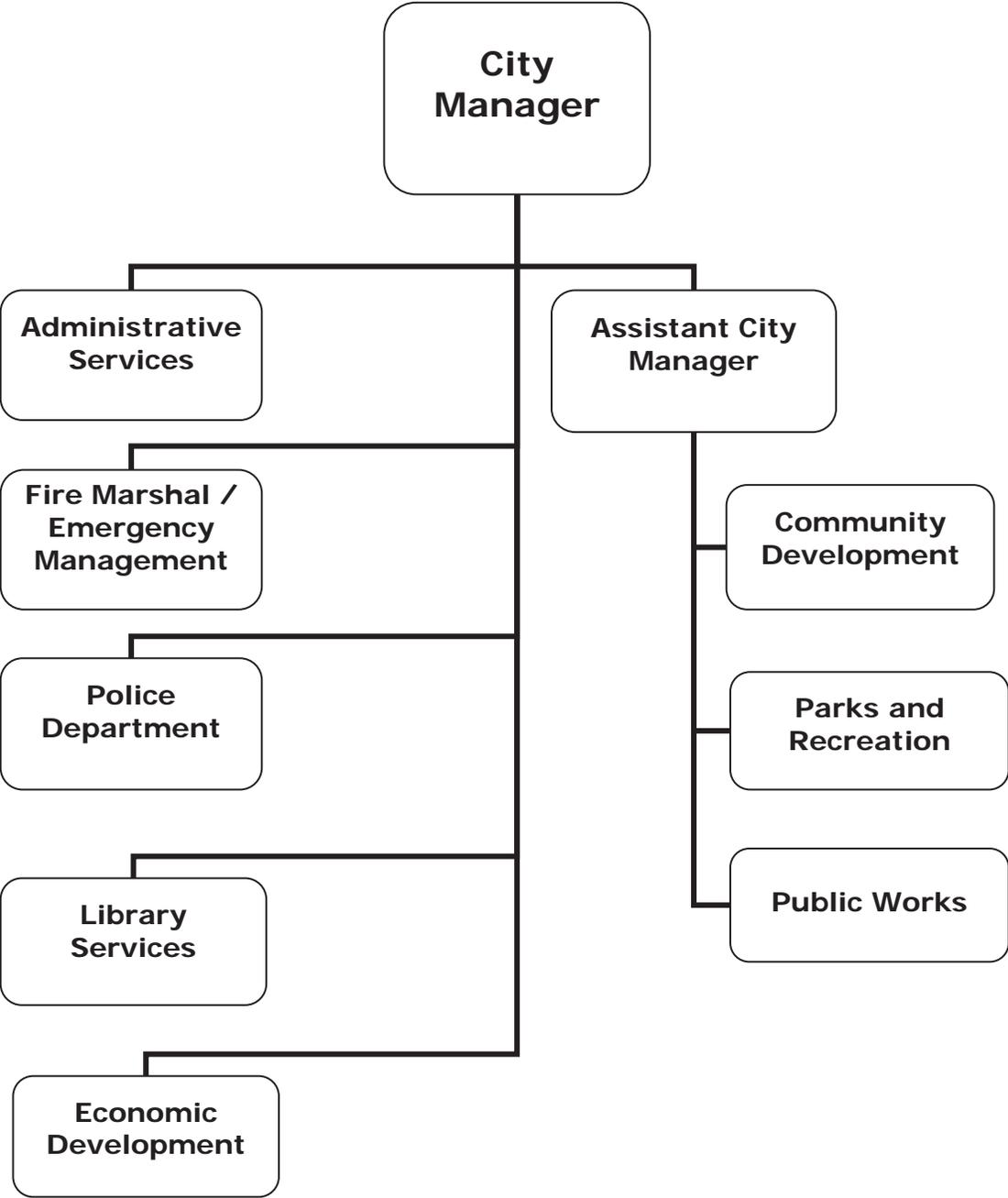
DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
MUNICIPAL CLERK	3.00	3.00	3.00	3.00	3.00	3.00	0.0%
ELECTION SERVICES	0.20	0.20	0.20	0.20	0.20	0.20	0.0%
RECORDS MANAGEMENT	2.00	2.00	2.00	2.00	2.00	2.00	0.0%
<b>PERSONNEL TOTAL</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>0.0%</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0201-411.4110	FULLTIME SALARIES & WAGES	\$190,810	\$198,787	\$198,787	\$134,270	\$197,000	\$208,168
001-0201-411.4130	OVERTIME PAY	2,767	5,559	5,559	1,159	3,546	5,559
001-0201-411.4143	LONGEVITY PAY	1,385	1,565	1,565	1,565	1,565	1,905
001-0201-411.4144	VEHICLE ALLOWANCE	5,396	5,400	5,400	3,600	5,400	5,400
001-0201-411.4145	INCENTIVE-CERTIFICATE PAY	2,980	3,540	3,540	2,640	3,540	4,020
001-0201-411.4149	CELL PHONE ALLOWANCE	2,460	2,460	2,460	1,540	1,840	1,920
001-0201-411.4710	SOCIAL SECURITY/MEDICARE	15,329	16,172	16,172	10,710	15,280	16,811
001-0201-411.4720	TMRS RETIREMENT	32,931	34,203	34,203	22,818	33,424	35,570
001-0201-411.4810	HEALTH/DENTAL INSURANCE	13,687	16,380	16,380	11,528	15,371	17,496
001-0201-411.4820	LIFE INSURANCE & AD&D	538	549	549	397	549	580
001-0201-411.4830	DISABILITY INSURANCE	560	573	573	380	573	602
001-0201-411.4840	WORKERS COMP INSURANCE	241	244	244	80	244	358
001-0201-411.4850	EAP SERVICES	178	174	174	112	174	174
001-0201-411.4890	FLEX PLAN ADMIN & COBRA	129	128	128	42	55	65
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$269,391</b>	<b>\$285,734</b>	<b>\$285,734</b>	<b>\$190,841</b>	<b>\$278,561</b>	<b>\$298,628</b>
<b>50 - SUPPLIES</b>							
001-0201-411.5100	OFFICE SUPPLIES	\$1,570	\$4,528	\$4,528	\$1,099	\$3,466	\$4,528
001-0201-411.5200	PERSONNEL SUPPLIES	266	100	100	45	45	100
001-0201-411.5400	OPERATING SUPPLIES	415	585	585	361	481	585
001-0201-411.5800	OPERATING EQUIPMENT <\$5000	578	345	845	0	500	345
<b>50 - SUPPLIES Totals:</b>		<b>\$2,829</b>	<b>\$5,558</b>	<b>\$6,058</b>	<b>\$1,505</b>	<b>\$4,492</b>	<b>\$5,558</b>
<b>70 - SERVICES</b>							
001-0201-411.7350	SURETY BONDS	\$0	\$75	\$75	\$0	\$0	\$75
001-0201-411.7400	OPERATING SERVICES	532	2,575	2,575	1,357	2,309	2,575
001-0201-411.7401	POSTAL / COURIER SERVICES	534	2,120	2,120	1,302	2,036	2,120
001-0201-411.7491	ADVERTISING/PUBLIC NOTICE	2,181	2,822	2,822	1,422	2,396	2,822
001-0201-411.7510	TRAINING	3,546	3,469	2,999	2,245	2,994	3,469
001-0201-411.7520	TRAVEL REIMBURSEMENTS	3,911	6,070	6,070	3,596	4,795	6,071
001-0201-411.7530	MEMBERSHIPS	505	590	590	565	590	590
001-0201-411.7800	CONTRACT SERVICES	112	0	0	0	0	0
<b>70 - SERVICES Totals:</b>		<b>\$11,321</b>	<b>\$17,721</b>	<b>\$17,251</b>	<b>\$10,488</b>	<b>\$15,120</b>	<b>\$17,722</b>
<b>O201 - MUNICIPAL CLERK Totals:</b>		<b>\$283,541</b>	<b>\$309,013</b>	<b>\$309,043</b>	<b>\$202,834</b>	<b>\$298,174</b>	<b>\$321,908</b>

0202 - ELECTION SERVICES

Account Number	Account Name	FY15	FY16	FY16	FY16	FY16	FY17
		ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	YTD 6/30/16	YEAR END ESTIMATE	ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0202-414.4130	OVERTIME PAY	\$1,161	\$2,371	\$2,371	\$0	\$0	\$2,371
001-0202-414.4220	PART-TIME WAGES	3,015	5,028	5,028	2,868	2,868	5,042
001-0202-414.4710	SOCIAL SECURITY/MEDICARE	56	181	181	0	0	182
001-0202-414.4720	TMRS RETIREMENT	117	373	373	0	0	0
001-0202-414.4840	WORKERS COMP INSURANCE	1	9	9	0	0	8
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$4,350</b>	<b>\$7,962</b>	<b>\$7,962</b>	<b>\$2,868</b>	<b>\$2,868</b>	<b>\$7,603</b>
<b>50 - SUPPLIES</b>							
001-0202-414.5400	OPERATING SUPPLIES	\$6,365	\$6,355	\$6,194	\$3,518	\$3,518	\$6,355
001-0202-414.5800	OPERATING EQUIPMENT < \$5000	100	122	283	290	290	122
<b>50 - SUPPLIES Totals:</b>		<b>\$6,465</b>	<b>\$6,477</b>	<b>\$6,477</b>	<b>\$3,808</b>	<b>\$3,808</b>	<b>\$6,477</b>
<b>60 - MAINTENANCE</b>							
001-0202-414.6700	COMPUTER EQUIP MAINT	\$410	\$525	\$525	\$281	\$281	\$525
<b>60 - MAINTENANCE Totals:</b>		<b>\$410</b>	<b>\$525</b>	<b>\$525</b>	<b>\$281</b>	<b>\$281</b>	<b>\$525</b>
<b>70 - SERVICES</b>							
001-0202-414.7401	POSTAL / COURIER SERVICES	\$263	\$150	\$150	\$125	\$125	\$150
001-0202-414.7491	ADVERTISING/PUBLIC NOTICE	83	287	287	102	102	287
001-0202-414.7510	TRAINING	14	200	200	0	0	200
001-0202-414.7520	TRAVEL REIMBURSEMENTS	0	138	138	0	0	138
001-0202-414.7720	SOFTWARE SUPPORT SERVICES	0	8,295	10,211	10,226	10,226	8,295
001-0202-414.7800	CONTRACT SERVICES	686	1,670	1,035	927	927	1,670
001-0202-414.7830	RENTAL	0	1,814	533	0	0	1,814
<b>70 - SERVICES Totals:</b>		<b>\$1,046</b>	<b>\$12,554</b>	<b>\$12,554</b>	<b>\$11,380</b>	<b>\$11,380</b>	<b>\$12,554</b>
<b>0202 - ELECTION SERVICES Totals:</b>		<b>\$12,271</b>	<b>\$27,518</b>	<b>\$27,518</b>	<b>\$18,337</b>	<b>\$18,337</b>	<b>\$27,159</b>

Account Number	Account Name	FY16	FY16	FY16	FY16	FY17	
		FY15 ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	YTD 6/30/16	YEAR END ESTIMATE	ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0203-419.4110	FULLTIME SALARIES & WAGES	\$71,079	\$74,136	\$74,136	\$49,728	\$74,091	\$76,913
001-0203-419.4130	OVERTIME PAY	1,189	4,440	4,440	538	1,718	4,440
001-0203-419.4131	HOLIDAY HRS WORKED	104	0	0	0	0	0
001-0203-419.4143	LONGEVITY PAY	280	400	400	400	400	630
001-0203-419.4145	INCENTIVE-CERTIFICATE PAY	1,500	1,980	1,980	1,280	1,980	1,980
001-0203-419.4710	SOCIAL SECURITY/MEDICARE	5,119	5,589	5,589	3,506	5,175	5,693
001-0203-419.4720	TMRS RETIREMENT	11,870	12,739	12,739	8,188	12,618	13,157
001-0203-419.4810	HEALTH/DENTAL INSURANCE	16,475	19,685	19,685	14,028	19,504	21,254
001-0203-419.4820	LIFE INSURANCE	201	207	207	129	207	215
001-0203-419.4830	DISABILITY INSURANCE	208	214	214	135	214	222
001-0203-419.4840	WORKERS COMP INSURANCE	87	92	92	29	92	132
001-0203-419.4850	EAP SERVICES	119	116	116	75	116	116
001-0203-419.4890	FLEX PLAN ADMINISTRATION	44	43	43	28	43	43
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$108,275</b>	<b>\$119,641</b>	<b>\$119,641</b>	<b>\$78,063</b>	<b>\$116,157</b>	<b>\$124,795</b>
<b>50 - SUPPLIES</b>							
001-0203-419.5100	OFFICE SUPPLIES	\$175	\$424	\$424	\$193	\$433	\$424
001-0203-419.5200	PERSONNEL SUPPLIES	138	70	70	0	0	70
001-0203-419.5400	OPERATING SUPPLIES	58	50	50	28	45	50
001-0203-419.5800	OPERATING EQUIPMENT < \$5000	0	400	400	0	200	400
<b>50 - SUPPLIES Totals:</b>		<b>\$371</b>	<b>\$944</b>	<b>\$944</b>	<b>\$221</b>	<b>\$678</b>	<b>\$944</b>
<b>70 - SERVICES</b>							
001-0203-419.7350	SURETY BONDS	\$0	\$71	\$71	\$0	\$71	\$71
001-0203-419.7400	OPERATING SERVICES	7,603	7,390	7,390	3,426	6,567	7,390
001-0203-419.7411	PROFESSIONAL/CODE SERVICE	700	8,641	14,941	5,075	12,375	8,641
001-0203-419.7510	TRAINING	950	1,035	1,505	1,494	1,494	1,035
001-0203-419.7520	TRAVEL REIMBURSEMENTS	775	1,921	1,921	1,456	1,656	1,921
001-0203-419.7530	MEMBERSHIPS	135	270	270	270	270	270
001-0203-419.7720	SOFTWARE SUPPORT SERVICES	0	5,700	5,700	0	5,700	5,700
001-0203-419.7800	CONTRACT SERVICES	5,016	5,016	5,016	5,016	5,016	5,016
<b>70 - SERVICES Totals:</b>		<b>\$15,179</b>	<b>\$30,044</b>	<b>\$36,814</b>	<b>\$16,737</b>	<b>\$33,150</b>	<b>\$30,044</b>
<b>0203 - RECORDS MANAGEMENT Totals:</b>		<b>\$123,825</b>	<b>\$150,629</b>	<b>\$157,399</b>	<b>\$95,021</b>	<b>\$149,985</b>	<b>\$155,783</b>



## City Manager

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### Mission Statement

The City Manager provides for the general administration of the City carrying out the City Council's policies and objectives. All City programs, services, and operations are directed and coordinated by the City Manager. The City Manager's Office is represented by two divisions: Administration and Economic Development. There are five full-time employees, and one part-time employee.

### Current Operations

#### Administration

This division encompasses the City Manager's core administrative and oversight functions; as well as communication management and organizational development and planning. Division staff provides wide-range administrative support activities for the City Manager including: policy research, program analysis, Council agenda development, departmental records coordination, project administration, general public information, and management of citizen requests for service.

#### Economic Development

In order to provide Friendswood a more stable economic future by expanding the city's commercial tax base, this division is responsible for developing and administering programs to retain and attract businesses that are compatible with our community's vision and values.

The Economic Development Coordinator administers programs to assist with business prospect recruitment, marketing and retention. The Coordinator also serves as liaison between City staff, business leaders, and economic development organizations.

Staff support also provides for the City's Community and Economic Development Committee (CEDC) and new this year, the Friendswood Downtown Economic Development Corporation.

### Highlights of the Budget

The FY 2016-17 Budget continues to fund important citywide communications programs, including the Focus on Friendswood newsletter as well as the City's Public-Educational-Governmental (PEG) access channel.

This year will mark the eleventh year that the City's PEG channel is utilized, and the tenth full year that City Council and Board, Commission and Committee meetings will be televised on the channel.

This year the City Manager's Office has entered a decision package to upgrade the audio and visual media equipment in Council Chambers and the lobby outside. This will provide better sound in the lobby to accommodate chamber overflow during meetings. Upgrade to visual equipment will improve visibility of items displayed to council as well as to the public. All will assist in quality of meeting video for PEG channel, our website, and other media outlets. The funds to be expended will be reimbursed by PEG funds.

In correlation with each department, the City Manager's Office's activities are intended to achieve the City's overall strategic goals. Fiscal Year 2016 achievements are mentioned within each department's section.

In addition, the City has a history of placing an emphasis on developing and mentoring our most important piece of infrastructure – our Staff. The City Manager's Office places great

importance in the growth, development and leadership skills of our employees, and to that end, this is the tenth straight year that we have budgeted funds for Staff development services.

The City's Economic Development office generates news releases, media information and contacts, printed materials, direct mail campaigns, and a quarterly electronic newsletter. The Economic Development Office also sponsors an annual broker/developer workshop focused on the benefits of doing business in Friendswood. Approximately 50 Houston area real estate brokers, developers, and bank representatives attend this event. The Economic Development Coordinator participates in regional, state, and national site visits, tradeshow, and conferences to promote commercial development to the city.

To maximize our resources, the City continues to participate in regional economic development partnerships that advocate and pursue issues that are important for retaining and strengthening the economic base and business climate of our area. These partnerships include membership in the Friendswood Chamber of Commerce, Galveston County Economic Alliance, and the Bay Area Houston Economic Partnership.

## **Highlights of the Budget**

### **2016-2017 Departmental Goals and Performance Measures by division**

#### **City Manager Administration:**

##### **Goals:**

- Provide professional management and leadership that support the success of the organization.
- Deliver responsive, quality customer service to the City Council, citizens, and other agencies
- Support vital community connections with our citizens, neighborhood and civic associations, and news media

**Supports the City's Strategic Goals:** 1-Communications, 4-Partnerships, and 6-Organizational Development

##### **Objective A:**

- Conduct strategic planning activities
- Ensure that departmental work plans are supportive of City Council goals
- Prepare information on City services, events, and policies for outside agencies as requested.
- Promote interaction and collaboration with Friendswood citizens and civic associations

**City Manager**

<b>City Manager Administration</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	4.65	4.55	3.55	3.55	4.40
Department Expenditures	\$487,263	\$511,793	\$562,187	\$538,454	\$755,969
<b>Outputs</b>					
# of Long-Range Planning Sessions Conducted with City Council	4	4	4	4	4
# of Long-Range Planning Projects by Staff	3	2	2	2	2
# of Senior Staff development initiatives	1	1	1	1	1
Agenda Preparation (# of City Council agenda items)	291	240	250	250	250
# of Council meetings attended	21	20	20	20	20
# of Association meetings attended by Staff	12	12	12	12	12
# of Specific citizen inquiries /complaints addressed ( <i>walk-ins, phone calls, email</i> )	1,573	1,250	1,500	1,500	1,500
<b>Measures of Efficiency</b>					
Monthly Operational Cost	\$40,605	\$42,649	\$46,849	\$44,871	\$62,997
Division Expenditures per capita	\$12.66	\$13.12	\$14.34	\$13.73	\$19.21

**Objective B:**

- Enhance communication by proactively sharing timely, accurate information about City services, initiatives, and issues.

<b>Outputs (number of)</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
Releases, advisories, or tip sheets prepared	181	217	204	220	225
City-related news articles written	476	519	876	925	945
Annual page views on the City's website	813,454	809,447	900,000	900,000	1,200,000#
Number of Email Subscribers:					
Agendas	2,607	2,600	2,680	3,250	3,500
City newsletters	8,619	8,650	8,700	8,856	9,300
Community Development	2,720	2,500	2,900	3,490	3,600
Construction Updates	3,998	3,800	4,250	4,795	4,900
Economic Development	3,452	3,300	3,600	4,031	4,500
Emergency Management	6,706	6,400	7,200	8,014	9,500
Events and Recreation	6,005	5,700	6,500	7,482	8,500
General City	6,716	6,200	7,600	8,590	9,400
Job postings	3,372	3,200	3,500	3,900	##
Law enforcement	7,351	6,900	8,200	9,101	9,750
Legal Notices	2,157	2,000	2,200	2,738	3,000
Library	3,326	3,200	4,000	4,018	4,500
Planning and Zoning agendas	1,036	900	1,200	2,738	3,000

#Assuming addition of a mobile-friendly web page function.

## Following a transition to new Job Notification system, the number of recipients is unavailable.

**Objective C:**

- Actively distribute information and gather feedback about City policies, services, and events.

<b>Outputs (number of)</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
Focus on Friendswood monthly newsletter editions e-mailed	17,000*	46	33,000	36,024	37,500
City Meetings Broadcast on PEG channel	30	30	30	30	30
Community videos produced	1	5	5	12	14
Number of Facebook "Likes" **	n/a	n/a	1,450	4,025	5,000
Number of Twitter followers **	n/a	n/a	1,700	2,429	2,500

\*As of April 2014, the quarterly newsletter has been sent electronically. FY 13 and FY 14 reflect US mail deliveries. FY 15 forward reflects e-mails.

\*\* New performance measure as of FY 16 budget.

**Economic Development Division:**

**Goals:**

- To advance an economic development program that upholds community values, builds on investments made in the community, and supports the expectations of the City's level of service

**Supports the City's Strategic Goals:** 1- Communication, 2-Economic Development, 4-Partnerships, and 6-Organizational Development

**Objectives:**

- Identify and recruit businesses interested in relocating to, expanding in, or starting a new business in the City of Friendswood
- Continue to strengthen and build relationships with brokers, developers, site selection consultants, and the regional economic development network
- Provide support and information to the CEDC in preparing and attending committee meetings and carrying out their initiatives

<b>Economic Development</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	1.0	1.0	1.0	1.0	1.0
Department Expenditures	\$226,841	\$232,264	\$260,918	\$260,223	\$262,314
Chamber & Regional Partnership meetings attended	30	35	35	30	28
Trade Shows attended	3	4	4	3	3
Quarterly Electronic Newsletter distribution to potential business prospects, developers, and brokers	1,398	1,600	1,600	1,270	1,300
Attendees at Annual Broker & Developer Day event hosted by CEDC	30	45	50	50	45
New Businesses, Expansions, & Remodels in the Downtown Neighborhood Empowerment Zone (NEZ#1)	14	20	20	25	25
Business Prospect Inquiries	111	120	120	115	155
Friendswood Civilian Labor Force/Unemployment Rate	19,485/ 4.4%	19,750/ 5.2%	19,750/ 5.2%	19,805/ 4.3%	19,600/ 4%
CEDC meetings attended	14	13	13	13	13
Discussion Items	34	37	37	35	36
<b>Measures of Efficiency</b>					
Monthly Operational Cost	\$18,903	\$19,355	\$21,743	\$21,685	\$21,860
Division Expenditures per capita	\$5.90	\$5.95	\$6.65	\$6.64	\$6.67

**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION*	\$511,793	\$562,187	\$571,483	\$406,697	\$538,454	\$769,285	36.8%
ECONOMIC DEVELOPMENT	232,264	260,918	280,953	187,608	266,348	265,047	1.6%
<b>DEPARTMENT TOTAL</b>	<b>\$744,057</b>	<b>\$823,105</b>	<b>\$852,436</b>	<b>\$594,305</b>	<b>\$804,802</b>	<b>\$1,034,332</b>	<b>25.7%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$629,116	\$646,714	\$646,714	\$477,765	\$644,951	\$857,941	32.7%
SUPPLIES	10,545	21,220	30,444	15,147	22,229	21,220	0.0%
SERVICES	104,395	155,171	175,278	101,392	137,622	155,171	0.0%
<b>CLASSIFICATION TOTAL</b>	<b>\$744,057</b>	<b>\$823,105</b>	<b>\$852,436</b>	<b>\$594,305</b>	<b>\$804,802</b>	<b>\$1,034,332</b>	<b>25.7%</b>

**PERSONNEL SUMMARY BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION*	4.55	3.55	3.55	3.55	3.55	4.40	23.9%
ECONOMIC DEVELOPMENT	1.00	1.00	1.00	1.00	1.00	1.00	0.0%
<b>PERSONNEL TOTAL</b>	<b>5.55</b>	<b>4.55</b>	<b>4.55</b>	<b>4.55</b>	<b>4.55</b>	<b>5.40</b>	<b>18.7%</b>

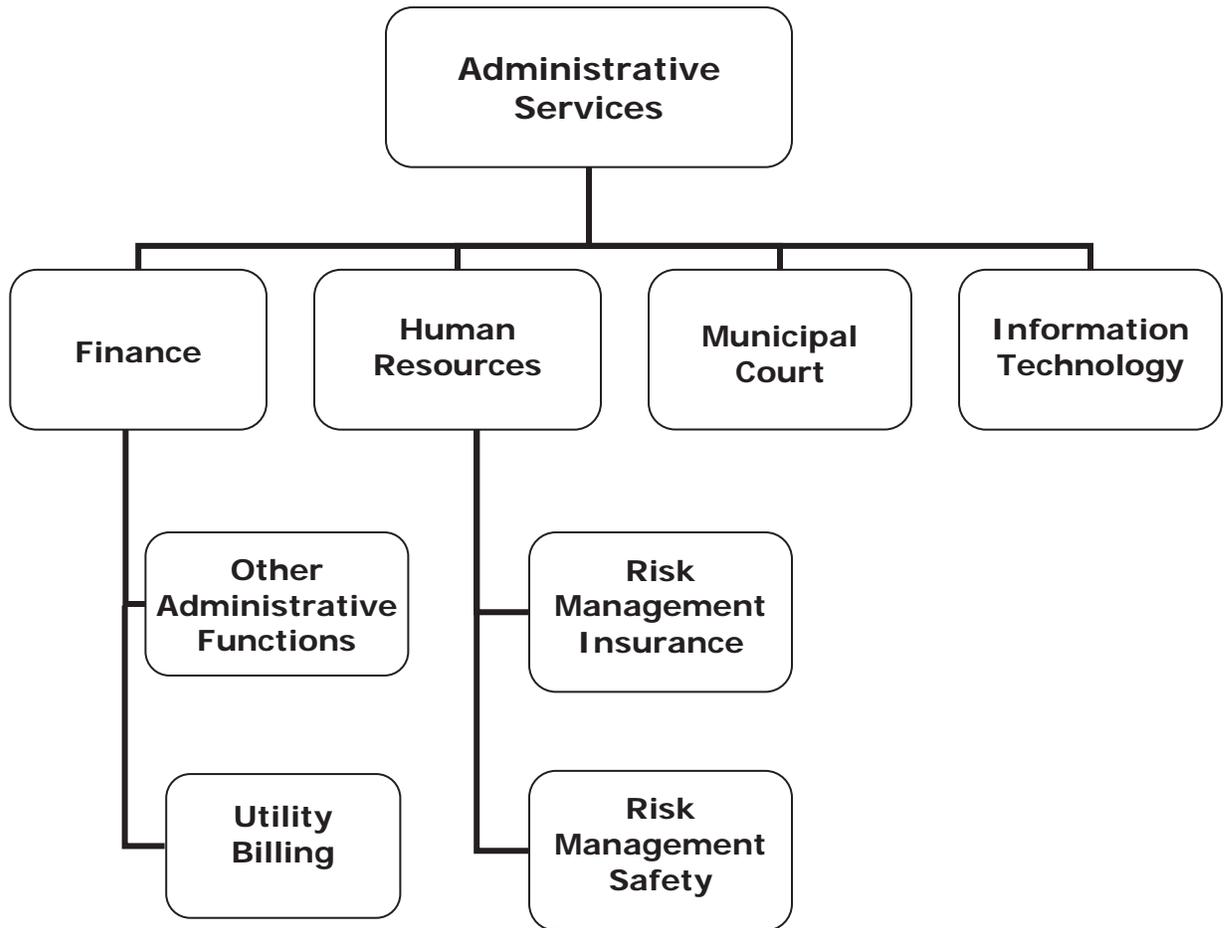
\* Aligning budgeted FTE's with actual work activity

0301 - ADMINISTRATION

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0301-413.4110	FULLTIME SALARIES & WAGES	\$330,375	\$341,426	\$341,426	\$257,197	\$341,029	\$488,692
001-0301-413.4130	OVERTIME PAY	4,193	4,938	4,938	4,149	4,938	4,938
001-0301-413.4143	LONGEVITY PAY	3,538	2,560	2,560	2,172	2,172	3,132
001-0301-413.4144	VEHICLE ALLOWANCE	6,205	6,210	6,210	4,826	6,210	10,800
001-0301-413.4145	INCENTIVE-CERTIFICATE PAY	1,800	900	900	350	900	600
001-0301-413.4149	CELL PHONE ALLOWANCE	2,735	3,081	3,081	3,012	3,081	3,768
001-0301-413.4190	ACCRUED PAYROLL	5,996	0	0	1,125	1,125	0
001-0301-413.4710	SOCIAL SECURITY/MEDICARE	22,292	21,896	21,896	16,194	21,592	30,268
001-0301-413.4720	TMRS RETIREMENT	56,939	56,748	56,748	42,972	56,748	80,457
001-0301-413.4810	HEALTH/DENTAL INSURANCE	33,335	40,425	40,425	32,671	40,425	61,503
001-0301-413.4820	LIFE INSURANCE	936	940	940	660	940	1,350
001-0301-413.4821	TERM LIFE INSURANCE	1,460	1,460	1,460	973	1,460	1,460
001-0301-413.4830	DISABILITY INSURANCE	979	985	985	705	985	1,413
001-0301-413.4840	WORKERS COMP INSURANCE	417	405	405	131	405	812
001-0301-413.4850	EAP SERVICES	211	206	206	142	206	256
001-0301-413.4890	FLEX PLAN ADMINISTRATION	257	266	266	53	73	95
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$471,667</b>	<b>\$482,446</b>	<b>\$482,446</b>	<b>\$367,333</b>	<b>\$482,289</b>	<b>\$689,544</b>
<b>50 - SUPPLIES</b>							
001-0301-413.5100	OFFICE SUPPLIES	\$1,090	\$2,540	\$2,433	\$993	\$2,124	\$2,540
001-0301-413.5200	PERSONNEL SUPPLIES	305	400	400	0	300	400
001-0301-413.5221	5 STAR FUNCTION SUPPLIES	0	3,300	3,300	2,957	3,300	3,300
001-0301-413.5400	OPERATING SUPPLIES	818	3,980	4,255	1,927	3,144	3,980
001-0301-413.5800	OPERATING EQUIPMENT<\$5000	3,532	5,000	14,021	7,308	10,744	5,000
<b>50 - SUPPLIES Totals:</b>		<b>\$5,746</b>	<b>\$15,220</b>	<b>\$24,409</b>	<b>\$13,185</b>	<b>\$19,612</b>	<b>\$15,220</b>
<b>70 - SERVICES</b>							
001-0301-413.7221	5 STAR FUNCTION SERVICES	\$0	\$7,300	\$7,300	\$6,208	\$7,300	\$7,300
001-0301-413.7400	OPERATING SERVICES	11,099	2,739	2,739	1,855	2,473	2,739
001-0301-413.7401	POSTAL / COURIER SERVICES	166	750	750	106	217	750
001-0301-413.7421	FRIENDSWOOD NEWSLETTER	504	1,000	1,000	819	1,000	1,000
001-0301-413.7492	SPECIAL EVENTS	305	500	500	0	300	500
001-0301-413.7510	TRAINING	1,773	3,823	3,823	1,583	1,583	3,823
001-0301-413.7520	TRAVEL REIMBURSEMENTS	1,114	6,000	6,000	3,805	3,805	6,000
001-0301-413.7530	MEMBERSHIPS	1,396	2,300	2,300	1,228	2,300	2,300
001-0301-413.7612	TELEPHONE/COMMUNICATIONS	216	109	216	216	216	109
001-0301-413.7800	CONTRACT SERVICES	17,807	40,000	40,000	10,359	17,359	40,000
<b>70 - SERVICES Totals:</b>		<b>\$34,380</b>	<b>\$64,521</b>	<b>\$64,628</b>	<b>\$26,179</b>	<b>\$36,553</b>	<b>\$64,521</b>
<b>0301 - ADMINISTRATION Totals:</b>		<b>\$511,793</b>	<b>\$562,187</b>	<b>\$571,483</b>	<b>\$406,697</b>	<b>\$538,454</b>	<b>\$769,285</b>

0303 - ECONOMIC DEVELOPMENT

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0303-419.4110	FULLTIME SALARIES & WAGES	\$106,574	\$110,025	\$110,025	\$73,419	\$108,799	\$112,347
001-0303-419.4143	LONGEVITY PAY	915	975	975	975	975	1,090
001-0303-419.4144	VEHICLE ALLOWANCE	5,396	5,400	5,400	3,600	5,400	5,400
001-0303-419.4145	INCENTIVE-CERTIFICATE PAY	1,800	1,800	1,800	1,200	1,800	1,800
001-0303-419.4149	CELL PHONE ALLOWANCE	1,020	1,020	1,020	725	1,125	1,200
001-0303-419.4710	SOCIAL SECURITY/MEDICARE	8,309	8,564	8,564	5,605	8,260	8,551
001-0303-419.4720	TMRS RETIREMENT	18,488	18,766	18,766	12,596	18,650	19,095
001-0303-419.4810	HEALTH/DENTAL INSURANCE	14,062	16,820	16,820	11,828	16,820	18,004
001-0303-419.4820	LIFE INSURANCE	296	304	304	189	304	312
001-0303-419.4830	DISABILITY INSURANCE	309	317	317	198	317	325
001-0303-419.4840	WORKERS COMP INSURANCE	136	134	134	44	134	193
001-0303-419.4850	EAP SERVICES	59	58	58	37	58	58
001-0303-419.4890	FLEX PLAN ADMINISTRATION	85	85	85	14	20	22
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$157,449</b>	<b>\$164,268</b>	<b>\$164,268</b>	<b>\$110,432</b>	<b>\$162,662</b>	<b>\$168,397</b>
<b>50 - SUPPLIES</b>							
001-0303-419.5100	OFFICE SUPPLIES	\$165	\$1,000	\$1,000	\$35	\$46	\$1,000
001-0303-419.5400	OPERATING SUPPLIES	4,635	5,000	5,035	1,928	2,571	5,000
<b>50 - SUPPLIES Totals:</b>		<b>\$4,800</b>	<b>\$6,000</b>	<b>\$6,035</b>	<b>\$1,963</b>	<b>\$2,617</b>	<b>\$6,000</b>
<b>70 - SERVICES</b>							
001-0303-419.7400	OPERATING SERVICES	\$5,028	\$9,600	\$9,600	\$3,794	\$5,059	\$9,600
001-0303-419.7401	POSTAL / COURIER SERVICES	0	200	200	0	0	200
001-0303-419.7491	ADVERTISING/PUBLIC NOTICE	14,229	21,000	21,000	11,278	18,000	21,000
001-0303-419.7510	TRAINING	2,205	3,090	3,090	1,280	2,400	3,090
001-0303-419.7520	TRAVEL REIMBURSEMENTS	1,728	2,600	2,600	2,156	2,500	2,600
001-0303-419.7530	MEMBERSHIPS	1,825	1,985	1,985	1,705	1,985	1,985
001-0303-419.7800	CONTRACT SERVICES	45,000	52,175	52,175	35,000	51,125	52,175
001-0303-419.7921	PRGM 380 ECON DEV GRANTS	0	0	20,000	20,000	20,000	0
<b>70 - SERVICES Totals:</b>		<b>\$70,015</b>	<b>\$90,650</b>	<b>\$110,650</b>	<b>\$75,213</b>	<b>\$101,069</b>	<b>\$90,650</b>
<b>0303 - ECONOMIC DEVELOPMENT Totals:</b>		<b>\$232,264</b>	<b>\$260,918</b>	<b>\$280,953</b>	<b>\$187,608</b>	<b>\$266,348</b>	<b>\$265,047</b>



## Administrative Services

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### Department Mission

The goal of the Administrative Services Department is to provide superior administrative and financial support; while efficiently managing the City of Friendswood's resources. The department services, both, external and internal customers through its five diverse programs or divisions: Accounting, Fiscal Operations, Human Resources/Risk Management, Municipal Court Administration, and Information Technology. The main services provided by the department are financial analysis, budgeting, utility billing, personnel relations, court proceedings and technology service.

### Current Operations

**Finance** is comprised of two areas of responsibilities: Accounting and Fiscal Operations.

- **Accounting** is responsible for the City's day to day operations of all financial activities including accounts payable, payroll, revenue collection, debt management, financial reporting and grant reporting. The division ensures adherence to accounting standards, Charter requirements and State law. Accounting staff, working with external auditors, performs the annual audit and prepares the Comprehensive Annual Financial Report.
- **Fiscal Operations** is responsible for developing and managing the City's adopted budget, coordinating utility billing, collection and customer information functions, generating purchase orders daily, and processing payments for the alarm permit/fines program. With oversight from the City's Investment Committee and in accordance with the City's Investment Policy, Fiscal Operations staff assists the Director of Administrative Services investing the City's financial resources.

**Municipal Court** is responsible for bringing fair and impartial conclusion to all misdemeanor cases filed in the City by maintaining accurate records of all court cases filed and disposed of, as well as processing payments and serving warrants. Municipal Court also operates the City's Teen Court which allows juvenile offenders to take responsibility for their actions through involvement in the judicial process. With the exception of holidays, Municipal Court sessions are Wednesday evenings and periodic Wednesday mornings of each month. The court keeps a schedule that minimizes the delay in setting court dates and promotes efficient operations.

**Human Resources/Risk Management** is responsible for all human resource and risk management functions, which includes personnel recruitment and retention, compensation, EEO compliance, employee benefits, training and development, new employee orientation, employee safety, unemployment claims, liability and property insurance claims, personnel policy interpretation and updates.

**Information Technology (IT)** is responsible for providing reliable computer systems and timely and efficient systems support to all departments by maximizing technology related resources, maintaining a current standard of hardware and software, and offering technical guidance and planning for future systems direction and support. IT Services operates and maintains the City's computer hardware and software, and assists staff in hardware and software usage and training.

## Administrative Services

### Departmental Accomplishments in FY 2015-16

- Earned the City's 27<sup>th</sup> GFOA Award for Excellence in Financial Reporting
- Earned the City's 13<sup>th</sup> GFOA Distinguished Budget Presentation Award
- Earned the City's 1<sup>st</sup> GFOA Special Performance Measures Recognition
- Completed Tyler Technology Incode 10 ERP software implementation
- Began Tyler Technology EnerGov Building Dept. software implementation
- Expanded centralization of the City's purchasing function
- Implemented Tyler Technology Incode 10 total content manager to begin migration to electronic storage of Municipal Court, Utility, Human Resources and Finance documentation
- Submitted the City's investment policy for 2<sup>nd</sup> GTOT Certificate of Distinction

### Highlights of the Budget

The decision packages are included with the FY17 adopted budget.

### Forces at Work (FAW)

Description			Amount
FAW-Health Insurance Increase for City Employees	General Fund	Ongoing Cost	\$137,212
	Water & Sewer Fund	Ongoing Cost	\$69,727
FAW-TML Workers Compensation Rate Increase	General Fund	Ongoing Cost	\$35,011
	Water & Sewer Fund	Ongoing Cost	\$4,090
City Wide Employee Merit	General Fund	Ongoing Cost	\$376,944
	Water & Sewer Fund	Ongoing Cost	\$44,079

Description		Amount
2017 Technology Refresh (update software and hardware in City offices and replace network switches in City facilities) (Capital Lease Funded)	One-time Cost	\$395,400

### Major Departmental Goals for FY 2016-17

- Electronic utility billing availability
- Implement an internal IT Help Desk/Work order system
- Continue to expand server virtualization
- Continued enhancement of the Utility Billing page of the City's website to improve customer service
- Implement new employee evaluation software system
- Develop written standard operating procedures for Municipal Court to coincide with new software and changes in processes
- Explore option of identifying staff member as Juvenile Case Manager
- Complete desktop technology refresh
- Earn GFOA Distinguished Budget Award special recognition for performance measures and capital project section of the FY17 budget document
- Revised the City's Vehicle Replacement Plan

**Supports the City's Strategic Goals:** 1-Communication, 2-Economic Development, 4-Partnerships, 5-Public Safety, and 6-Organizational Development

**Administrative Services**

**Performance Measures by Division**

<b>Finance</b> (Accounting & Fiscal Operations)	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	12.5	13.0	13.0	13.0	12.0
Division Expenditures	\$1,335,281	\$1,429,011	\$1,582,214	\$1,372,565	\$1,546,338
<b>Outputs</b>					
Prepare CAFR	1	1	1	1	1
Prepare monthly financial reports	12	12	12	2	12
Prepare proposed & adopted budget document	2	2	2	2	2
# of A/P check runs	59	50	52	52	52
Maintain false alarm/permits program	Yes	Yes	Yes	Yes	Yes
# of A/P paper checks issued/EFT	5149/363	5168/363	4000/1100	5200/582	5000/800
Utility bills generated	Yes	Yes	Yes	Yes	Yes
<b>Measures of Effectiveness</b>					
GFOA CAFR Awards earned	25	26	27	27	28
Financial Reports delivered monthly	15 <sup>th</sup> of each month				
GFOA Budget Awards earned	11	12	13	13	14
Proposed & Adopted budgets delivered by charter requirement dates	2	2	2	2	2
False alarm and permit invoices issued and payments processed	Within 45 days	Within 30 days	Within 15 days	Within 15 days	Within 15 days
% of bi-monthly billings produced by the 15 <sup>th</sup> & 30 <sup>th</sup> of each month (4 utility cycles – 13,055 accounts)	100%	92%	100%	79%	100%
<b>Measures of Efficiency</b>					
Monthly operational cost	\$111,273	\$119,084	\$131,851	\$114,380	\$128,862
Division expenditures per capita	\$34.70	\$36.62	\$40.34	\$35.00	\$39.29

## Administrative Services

<b>Municipal Court</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	6.7	6.7	6.7	6.7	6.7
Division Expenditures	\$446,748	\$446,484	\$472,803	\$410,411	\$479,320
<b>Outputs</b>					
Revenue generated	\$786,529	\$775,538	\$760,350	\$770,085	\$760,350
# of cases filed with court	8,188	8,188	6,200	6,100	6,200
# of cases disposed	7,080	7,080	6,500	6,500	6,500
# of Teen Court offenses	106	106	100	100	100
# of warrants issued	2,425	2,425	2,000	2,100	2,000
# of warrants cleared (court staff)	2,259	2,259	1,000	940	1,000
# of warrants served (police dept)	859	859	700	720	700
<b>Measures of Effectiveness</b>					
% of warrants cleared	60%	60%	32%	30%	32%
Total number of warrants outstanding	5,256	5,256	5,700	5,600	5,700
# of Municipal Court sessions held	74	74	64	64	64
# of Teen Court sessions held	15	15	14	14	14
# of Teen Court jury and community service terms sentenced	2,596	2,596	2,600	2,648	2,600
<b>Measures of Efficiency</b>					
Monthly operational cost	\$49,816	\$37,207	\$39,400	\$34,201	\$39,943
Division expenditures per capita	\$15.73	\$11.44	\$12.06	\$10.46	\$12.18

\*Amounts higher than 100% represent cleared warrants older than the current year measured.

## Administrative Services

<b>Human Resources, Insurance, &amp; Risk Management</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
City's total full time equivalents (FTE)	218.79	221.29	224.54	223.54	227.49
Division's # of FTE's	5	5	5	5	5
Division Expenditures	\$734,964	\$771,256	\$862,344	\$824,441	\$865,796
<b>Outputs</b>					
# of Job Requisitions Processed	35	30	33	35	27
# of criminal background checks completed	67	50	23	70	70
# of employees trained during new hire orientation	23	22	30	30	30
# of employees trained during safety meetings	462	525	450	812	725
<b>Measures of Effectiveness</b>					
Total # of applications processed	1,061	900	1,014	1,805	1,200
Total # of new hire orientation sessions held	11	12	12	10	13
Total # of safety meetings and programs conducted	35	37	37	35	33
Total # of work-related reportable incidents	10	9	9	12	9
<b>Measures of Efficiency</b>					
Employee Turnover Rate	12.34%	12.35%	13.00%	12.00%	11.00%
Division expenditures per City's total full time equivalents (FTE)	\$3,359	\$3,485	\$3,851	\$3,688	\$3,806

## Administrative Services

<b>Information Technology</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
City's total full time equivalents (FTE)	217.22	221.29	224.54	223.54	227.49
# of full time equivalents (FTE's)	4	4	4	4	4
Division Expenditures	\$769,532	\$1,238,981	\$914,200	\$1,120,430	\$928,312
<b>Outputs</b>					
# of users supported	210	210	230	220	230
# of work orders closed	2,400	2,400	3,100	2,900	3,100
# of PC's/laptops/iPads supported	240	240	275	255	275
# of servers supported	23	23	23	20	23
# of printers/scanners supported	36/21	36/21	45/25	43/23	45/25
# of applications supported	40+	40+	55+	50+	55+
# of networks supported	6 net/ subnet	6 net/ subnet	12 net/ subnet	10 net/ subnet	12 net/ subnet
<b>Measures of Effectiveness</b>					
% of Server, software, network availability during normal business hours	99.9%	99.9%	99.9%	99.9%	99.9%
% of support hours	40%	40%	45%	35%	45%
% of project hours	60%	60%	55%	65%	55%
Average time to close work orders (hours)	< 1 hour	< 1 hour	< 1 hour	< 1 hour	< 1 hour
<b>Measures of Efficiency</b>					
Average # of work order request closed per month	200	200	275	250	275
Division expenditures per full time employee (FTE)	\$3,543	\$5,599	\$4,071	\$5,012	\$4,081
Division expenditures per capita	\$20.00	\$31.75	\$23.31	\$28.57	\$23.59

**ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
FINANCE	\$850,518	\$980,582	\$982,274	\$500,457	\$759,379	\$909,848	-7.2%
OTHER FUNCTIONS	219,529	220,934	223,626	124,988	223,626	241,685	9.4%
MUNICIPAL COURT	446,484	472,803	472,803	258,760	410,411	479,320	1.4%
HUMAN RESOURCES*	384,359	424,862	425,952	237,202	402,714	444,659	4.7%
INSURANCE (GF)	151,140	163,913	163,913	115,446	155,906	163,013	-0.5%
RISK MANAGEMENT (GF)	139,618	169,819	169,819	87,215	156,798	156,424	-7.9%
INFORMATION TECHNOLOGY	1,238,981	914,200	1,146,919	605,433	1,120,430	928,312	1.5%
UTILITY BILLING (W/S)**	358,964	380,698	384,589	262,925	389,560	394,805	3.7%
INSURANCE (W/S)	93,502	103,750	103,750	74,267	109,023	101,700	-2.0%
RISK MANAGEMENT (W/S)	2,634	0	0	0	0	0	
<b>DEPARTMENT TOTAL</b>	<b>\$3,885,730</b>	<b>\$3,831,561</b>	<b>\$4,073,644</b>	<b>\$2,266,693</b>	<b>\$3,727,847</b>	<b>\$3,819,766</b>	<b>-0.3%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$2,243,109	\$2,455,060	\$2,442,403	\$1,405,515	\$2,147,194	\$2,468,271	0.5%
SUPPLIES	65,442	81,180	85,270	21,497	71,277	65,655	-19.1%
MAINTENANCE	45,153	71,300	86,476	30,485	86,221	70,874	-0.6%
SERVICES	1,454,164	1,193,139	1,428,614	809,388	1,392,273	1,184,358	-0.7%
CAPITAL OUTLAY	67,978	19,000	19,000	0	19,000	19,000	0.0%
OTHER	9,883	11,882	11,882	(192)	11,882	11,608	-2.3%
<b>CLASSIFICATION TOTAL</b>	<b>\$3,885,730</b>	<b>\$3,831,561</b>	<b>\$4,073,644</b>	<b>\$2,266,693</b>	<b>\$3,727,847</b>	<b>\$3,819,766</b>	<b>-0.3%</b>

**PERSONNEL SUMMARY BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
FINANCE	9.00	9.00	9.00	9.00	9.00	8.00	-11.1%
OTHER FUNCTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
MUNICIPAL COURT	6.70	6.70	6.70	6.70	6.70	6.70	0.0%
HUMAN RESOURCES	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
INSURANCE (GF)	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
RISK MANAGEMENT (GF)	1.00	1.00	1.00	1.00	1.00	1.00	0.0%
INFORMATION TECHNOLOGY	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
UTILITY BILLING (W/S)	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
INSURANCE (W/S)	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>PERSONNEL TOTAL</b>	<b>28.70</b>	<b>28.70</b>	<b>28.70</b>	<b>28.70</b>	<b>28.70</b>	<b>27.70</b>	<b>-3.5%</b>

\*Includes proposed merit for all staff in the general fund. If approved, the funds will be reallocated to the City departments after budget adoption.

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0401-415.4110	FULLTIME SALARIES & WAGES	\$552,171	\$627,860	\$615,203	\$313,526	\$478,034	\$579,050
001-0401-415.4130	OVERTIME PAY	5,506	1,317	1,317	4,964	6,618	1,317
001-0401-415.4143	LONGEVITY PAY	5,056	4,585	4,585	4,245	4,245	5,190
001-0401-415.4145	INCENTIVE-CERTIFICATE PAY	11,600	17,400	17,400	5,475	7,300	16,200
001-0401-415.4149	CELL PHONE ALLOWANCE	1,140	1,140	1,140	775	1,075	1,200
001-0401-415.4190	ACCRUED PAYROLL	7,341	0	0	0	0	0
001-0401-415.4710	SOCIAL SECURITY/MEDICARE	43,081	48,181	48,181	23,598	31,464	42,233
001-0401-415.4720	TMRS RETIREMENT	92,734	102,641	102,641	51,845	79,127	92,746
001-0401-415.4810	HEALTH/DENTAL INSURANCE	50,921	88,475	88,475	36,057	58,076	79,828
001-0401-415.4820	LIFE INSURANCE	1,529	1,736	1,736	815	0	1,570
001-0401-415.4830	DISABILITY INSURANCE	1,598	1,811	1,811	860	1,146	1,643
001-0401-415.4840	WORKERS COMP INSURANCE	681	734	734	174	232	937
001-0401-415.4850	EAP SERVICES	477	523	523	257	343	465
001-0401-415.4890	FLEX PLAN ADMINISTRATION	297	446	446	89	118	236
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$774,133</b>	<b>\$896,849</b>	<b>\$884,192</b>	<b>\$442,681</b>	<b>\$667,780</b>	<b>\$822,615</b>
<b>50 - SUPPLIES</b>							
001-0401-415.5100	OFFICE SUPPLIES	\$4,151	\$4,800	\$4,800	\$3,458	\$4,610	\$4,800
001-0401-415.5200	PERSONNEL SUPPLIES	38	405	405	0	0	405
001-0401-415.5400	OPERATING SUPPLIES	2,513	2,200	2,000	1,587	2,116	2,200
001-0401-415.5800	OPERATING EQUIPMENT<\$5000	562	515	515	0	0	515
<b>50 - SUPPLIES Totals:</b>		<b>\$7,264</b>	<b>\$7,920</b>	<b>\$7,720</b>	<b>\$5,045</b>	<b>\$6,727</b>	<b>\$7,920</b>
<b>70 - SERVICES</b>							
001-0401-415.7120	AUDIT SERVICES	\$33,506	\$29,000	\$41,657	\$31,657	\$41,657	\$29,000
001-0401-415.7140	CONSULTING SERVICES	13,079	14,425	14,425	0	14,425	14,425
001-0401-415.7400	OPERATING SERVICES	2,655	2,678	6,232	5,708	6,232	2,560
001-0401-415.7401	POSTAL / COURIER SERVICES	2,479	2,500	2,500	1,667	2,500	2,500
001-0401-415.7497	RECRUITMENT ADVERTISING	0	500	150	0	0	500
001-0401-415.7510	TRAINING	4,299	6,830	6,830	2,754	3,672	9,000
001-0401-415.7520	TRAVEL REIMBURSEMENTS	6,385	7,975	5,175	2,245	2,994	9,476
001-0401-415.7530	MEMBERSHIPS	1,266	1,475	1,475	977	1,475	1,422
001-0401-415.7800	CONTRACT SERVICES	4,317	10,430	11,918	7,753	11,918	10,430
<b>70 - SERVICES Totals:</b>		<b>\$67,985</b>	<b>\$75,813</b>	<b>\$90,362</b>	<b>\$52,760</b>	<b>\$84,872</b>	<b>\$79,313</b>
<b>90 - OTHER</b>							
001-0401-415.9830	PROVISION FOR UNCOLL A/R	\$1,135	\$0	\$0	(\$29)	\$0	\$0
<b>90 - OTHER Totals:</b>		<b>\$1,135</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$29)</b>	<b>\$0</b>	<b>\$0</b>
<b>0401 - FINANCE Totals:</b>		<b>\$850,518</b>	<b>\$980,582</b>	<b>\$982,274</b>	<b>\$500,457</b>	<b>\$759,379</b>	<b>\$909,848</b>

0406 - OTHER ADMIN FUNCTIONS

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>70 - SERVICES</b>							
001-0406-415.7431	TAX APPRAISAL SERVICES	\$144,980	\$149,300	\$149,300	\$116,975	\$149,300	\$170,051
001-0406-415.7432	TAX COLLECTION SERVICES	7,299	8,359	8,359	3,117	8,359	8,359
001-0406-415.7433	PROPERTY TAX REFUND	65,042	58,025	58,025	0	58,025	58,025
001-0406-415.7435	COUNTY TAX OFFICE IN CH	2,208	5,000	7,692	4,896	7,692	5,000
001-0406-415.7491	ADVERTISING/PUBLIC NOTICE	0	250	250	0	250	250
<b>70 - SERVICES Totals:</b>		<b>\$219,529</b>	<b>\$220,934</b>	<b>\$223,626</b>	<b>\$124,988</b>	<b>\$223,626</b>	<b>\$241,685</b>
<b>0406 - OTHER ADMIN FUNCTIONS Totals:</b>		<b>\$219,529</b>	<b>\$220,934</b>	<b>\$223,626</b>	<b>\$124,988</b>	<b>\$223,626</b>	<b>\$241,685</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0409-412.4110	FULLTIME SALARIES & WAGES	\$198,634	\$202,836	\$185,156	\$117,108	\$156,143	\$182,161
001-0409-412.4120	PART-TIME WAGES	4,675	0	17,680	7,644	15,193	16,009
001-0409-412.4130	OVERTIME PAY	9,595	10,000	10,000	2,397	9,196	10,000
001-0409-412.4143	LONGEVITY PAY	1,273	790	790	800	800	745
001-0409-412.4145	INCENTIVE-CERTIFICATE PAY	10,600	9,360	9,360	6,090	8,120	7,860
001-0409-412.4190	ACCRUED PAYROLL	3,268	0	0	0	0	0
001-0409-412.4220	PART-TIME WAGES	97,455	125,939	125,939	58,899	113,532	126,188
001-0409-412.4710	SOCIAL SECURITY/MEDICARE	24,545	26,511	26,511	14,610	25,481	26,180
001-0409-412.4720	TMRS RETIREMENT	36,449	35,087	35,087	21,137	35,087	33,969
001-0409-412.4810	HEALTH/DENTAL INSURANCE	25,175	21,137	21,137	14,590	21,137	39,902
001-0409-412.4820	LIFE INSURANCE	560	513	513	299	513	505
001-0409-412.4830	DISABILITY INSURANCE	583	532	532	314	532	527
001-0409-412.4840	WORKERS COMP INSURANCE	384	394	394	109	394	542
001-0409-412.4850	EAP SERVICES	741	697	697	401	697	697
001-0409-412.4890	FLEX PLAN ADMINISTRATION	145	108	108	52	108	149
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$414,082</b>	<b>\$433,904</b>	<b>\$433,904</b>	<b>\$244,451</b>	<b>\$386,933</b>	<b>\$445,434</b>
<b>50 - SUPPLIES</b>							
001-0409-412.5100	OFFICE SUPPLIES	\$5,445	\$6,050	\$6,050	\$2,850	\$3,800	\$5,100
001-0409-412.5200	PERSONNEL SUPPLIES	53	1,000	1,000	0	100	480
001-0409-412.5400	OPERATING SUPPLIES	936	2,125	2,125	82	109	470
001-0409-412.5800	OPERATING EQUIPMENT<\$5000	5,466	2,000	2,000	0	1,200	1,600
<b>50 - SUPPLIES Totals:</b>		<b>\$11,900</b>	<b>\$11,175</b>	<b>\$11,175</b>	<b>\$2,932</b>	<b>\$5,210</b>	<b>\$7,650</b>
<b>70 - SERVICES</b>							
001-0409-412.7350	SURETY BONDS	\$0	\$150	\$150	\$71	\$95	\$0
001-0409-412.7400	OPERATING SERVICES	451	1,200	1,200	0	500	1,200
001-0409-412.7401	POSTAL / COURIER SERVICES	2,585	3,500	3,500	0	2,600	3,500
001-0409-412.7510	TRAINING	1,720	1,600	1,600	1,484	1,978	1,510
001-0409-412.7520	TRAVEL REIMBURSEMENTS	630	2,500	2,500	926	1,234	2,050
001-0409-412.7530	MEMBERSHIPS	160	350	350	260	347	320
001-0409-412.7540	PUBLICATIONS	36	36	36	36	48	36
001-0409-412.7612	TELEPHONE/COMMUNICATIONS	108	120	120	0	0	120
001-0409-412.7800	CONTRACT SERVICES	14,812	18,268	18,268	8,600	11,467	17,500
<b>70 - SERVICES Totals:</b>		<b>\$20,502</b>	<b>\$27,724</b>	<b>\$27,724</b>	<b>\$11,377</b>	<b>\$18,269</b>	<b>\$26,236</b>
<b>0409 - MUNICIPAL COURT Totals:</b>		<b>\$446,484</b>	<b>\$472,803</b>	<b>\$472,803</b>	<b>\$258,760</b>	<b>\$410,411</b>	<b>\$479,320</b>

0410 - HUMAN RESOURCES

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0410-415.4110	FULLTIME SALARIES & WAGES	\$211,835	\$225,174	\$225,174	\$149,298	\$222,064	\$231,263
001-0410-415.4130	OVERTIME PAY	4,175	2,573	2,573	1,128	2,573	2,573
001-0410-415.4143	LONGEVITY PAY	1,845	1,205	1,205	1,215	1,215	1,695
001-0410-415.4145	INCENTIVE-CERTIFICATE PAY	4,650	6,000	6,000	3,400	6,000	6,000
001-0410-415.4149	CELL PHONE ALLOWANCE	1,140	1,140	1,140	775	1,075	1,200
001-0410-415.4190	ACCRUED PAYROLL	4,825	0	0	0	0	0
001-0410-415.4710	SOCIAL SECURITY/MEDICARE	16,996	17,206	17,206	11,152	17,369	17,407
001-0410-415.4720	TMRS RETIREMENT	36,905	37,152	37,152	24,559	37,152	38,038
001-0410-415.4810	HEALTH/DENTAL INSURANCE	22,149	29,263	29,263	16,041	27,389	24,394
001-0410-415.4820	LIFE INSURANCE	598	624	624	386	624	643
001-0410-415.4830	DISABILITY INSURANCE	623	650	650	403	650	669
001-0410-415.4840	WORKERS COMP INSURANCE	1,060	265	265	3,807	3,807	4,384
001-0410-415.4850	EAP SERVICES	233	232	232	130	232	232
001-0410-415.4880	UNEMPLOYMENT COMPENSATION	16,514	25,000	25,000	0	16,000	25,000
001-0410-415.4890	FLEX PLAN ADMINISTRATION	184	149	149	55	149	86
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$323,732</b>	<b>\$346,633</b>	<b>\$346,633</b>	<b>\$212,350</b>	<b>\$336,299</b>	<b>\$353,584</b>
<b>50 - SUPPLIES</b>							
001-0410-415.5200	PERSONNEL SUPPLIES	\$246	\$350	\$350	\$0	\$150	\$350
001-0410-415.5221	5 STAR FUNCTION SUPPLIES	5,140	0	0	0	0	0
001-0410-415.5223	STAFF DEV PROG SUPPLIES	397	3,215	3,215	0	500	3,215
001-0410-415.5400	OPERATING SUPPLIES	4,893	6,300	6,300	2,665	6,300	4,800
001-0410-415.5800	OPERATING EQUIPMENT<\$5000	455	4,295	4,295	0	4,295	4,000
<b>50 - SUPPLIES Totals:</b>		<b>\$11,131</b>	<b>\$14,160</b>	<b>\$14,160</b>	<b>\$2,665</b>	<b>\$11,245</b>	<b>\$12,365</b>
<b>70 - SERVICES</b>							
001-0410-415.7140	CONSULTING SERVICES	\$0	\$2,500	\$2,500	\$0	\$0	\$2,500
001-0410-415.7212	MEDICAL EXAMINATIONS	12,938	17,010	17,975	7,402	13,869	11,510
001-0410-415.7220	PERSONNEL EVENTS/PROGRAMS	3,735	8,800	8,800	1,796	4,394	5,800
001-0410-415.7221	5 STAR FUNCTION SERVICES	4,074	0	0	0	0	0
001-0410-415.7223	STAFF DEV PROG SERVICES	6,300	4,734	4,734	629	4,839	4,800
001-0410-415.7400	OPERATING SERVICES	10,627	11,250	11,250	5,787	10,216	13,300
001-0410-415.7401	POSTAL / COURIER SERVICES	103	375	375	72	96	375
001-0410-415.7491	ADVERTISING/PUBLIC NOTICE	0	350	350	0	350	350
001-0410-415.7496	CRIMINAL HISTORY SERVICES	1,211	5,625	5,625	969	5,292	7,125
001-0410-415.7497	RECRUITMENT ADVERTISING	0	500	500	0	500	500
001-0410-415.7510	TRAINING	1,158	3,525	3,525	724	2,965	4,185
001-0410-415.7520	TRAVEL REIMBURSEMENTS	399	5,000	5,000	1,460	2,446	8,590
001-0410-415.7530	MEMBERSHIPS	784	1,050	1,050	610	1,050	1,700
001-0410-415.7612	TELEPHONE/COMMUNICATIONS	216	350	350	216	288	350
001-0410-415.7710	SOFTWARE LICENSE FEE	5,500	0	0	0	5,500	5,500
001-0410-415.7800	CONTRACT SERVICES	2,451	3,000	3,125	2,523	3,364	12,125
<b>70 - SERVICES Totals:</b>		<b>\$49,495</b>	<b>\$64,069</b>	<b>\$65,159</b>	<b>\$22,187</b>	<b>\$55,170</b>	<b>\$78,710</b>
<b>0410 - HUMAN RESOURCES Totals:</b>		<b>\$384,359</b>	<b>\$424,862</b>	<b>\$425,952</b>	<b>\$237,202</b>	<b>\$402,714</b>	<b>\$444,659</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>70 - SERVICES</b>							
001-0411-415.7313	MOBILE EQUIPMENT	\$2,675	\$3,000	\$3,000	\$2,865	\$2,865	\$3,000
001-0411-415.7321	GENERAL LIABILITY	8,222	8,500	8,400	8,201	8,201	8,500
001-0411-415.7323	PUBLIC OFFICIAL	19,329	18,400	18,400	19,265	19,265	17,400
001-0411-415.7324	CRIME & ACCIDENT COVERAGE	1,838	2,350	2,350	1,895	1,895	2,350
001-0411-415.7331	WINDSTORM	87,064	91,363	91,363	50,903	91,363	91,363
001-0411-415.7332	REAL & PERSONAL PROPERTY	30,241	33,000	33,000	30,329	30,329	33,000
001-0411-415.7333	FLOOD	684	800	900	900	900	900
001-0411-415.7350	SURETY BONDS	1,087	2,000	2,000	1,087	1,087	2,000
001-0411-415.7380	PRIOR YEAR INSURANCE	0	4,500	4,500	0	0	4,500
<b>70 - SERVICES Totals:</b>		<b>\$151,140</b>	<b>\$163,913</b>	<b>\$163,913</b>	<b>\$115,446</b>	<b>\$155,906</b>	<b>\$163,013</b>
<b>0411 - INSURANCE Totals:</b>		<b>\$151,140</b>	<b>\$163,913</b>	<b>\$163,913</b>	<b>\$115,446</b>	<b>\$155,906</b>	<b>\$163,013</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0412-415.4110	FULLTIME SALARIES & WAGES	\$65,667	\$67,005	\$67,005	\$45,059	\$66,079	\$69,609
001-0412-415.4130	OVERTIME PAY	1,028	2,573	2,573	984	1,312	2,573
001-0412-415.4131	HOLIDAY HRS WORKED	402	0	0	0	0	0
001-0412-415.4143	LONGEVITY PAY	760	820	820	820	820	935
001-0412-415.4144	VEHICLE ALLOWANCE	5,396	5,400	5,400	3,600	5,400	5,400
001-0412-415.4145	INCENTIVE-CERTIFICATE PAY	2,100	2,100	2,100	1,400	2,100	2,100
001-0412-415.4149	CELL PHONE ALLOWANCE	1,140	1,140	1,140	775	1,140	1,200
001-0412-415.4710	SOCIAL SECURITY/MEDICARE	5,168	5,322	5,322	3,403	4,538	5,293
001-0412-415.4720	TMRS RETIREMENT	12,223	12,444	12,444	8,295	12,444	12,825
001-0412-415.4810	HEALTH/DENTAL INSURANCE	14,062	16,820	16,820	11,828	16,820	18,004
001-0412-415.4820	LIFE INSURANCE	181	185	185	118	185	193
001-0412-415.4830	DISABILITY INSURANCE	188	193	193	123	193	201
001-0412-415.4840	WORKERS COMP INSURANCE	90	88	88	28	88	130
001-0412-415.4850	EAP SERVICES	59	58	58	37	58	58
001-0412-415.4890	FLEX PLAN ADMINISTRATION	85	85	85	14	85	22
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$108,549</b>	<b>\$114,233</b>	<b>\$114,233</b>	<b>\$76,486</b>	<b>\$111,262</b>	<b>\$118,543</b>
<b>50 - SUPPLIES</b>							
001-0412-415.5200	PERSONNEL SUPPLIES	\$317	\$600	\$600	\$0	\$500	\$1,000
001-0412-415.5400	OPERATING SUPPLIES	5,455	7,600	5,600	0	5,600	4,220
001-0412-415.5800	OPERATING EQUIPMENT<\$5000	13,237	24,975	24,975	111	22,000	5,000
<b>50 - SUPPLIES Totals:</b>		<b>\$19,009</b>	<b>\$33,175</b>	<b>\$31,175</b>	<b>\$111</b>	<b>\$28,100</b>	<b>\$10,220</b>
<b>70 - SERVICES</b>							
001-0412-415.7212	MEDICAL EXAMINATIONS	\$3,320	\$7,361	\$7,361	\$83	\$3,000	\$7,361
001-0412-415.7220	PERSONNEL EVENTS/PROGRAMS	5,344	8,000	9,920	8,205	9,920	10,200
001-0412-415.7400	OPERATING SERVICES	474	500	716	696	716	500
001-0412-415.7510	TRAINING	732	3,000	3,000	964	1,750	5,000
001-0412-415.7520	TRAVEL REIMBURSEMENTS	1,995	3,000	2,864	399	1,500	4,000
001-0412-415.7530	MEMBERSHIPS	195	550	550	270	550	600
<b>70 - SERVICES Totals:</b>		<b>\$12,060</b>	<b>\$22,411</b>	<b>\$24,411</b>	<b>\$10,617</b>	<b>\$17,436</b>	<b>\$27,661</b>
<b>0412 - RISK MANAGEMENT Totals:</b>		<b>\$139,618</b>	<b>\$169,819</b>	<b>\$169,819</b>	<b>\$87,215</b>	<b>\$156,798</b>	<b>\$156,424</b>

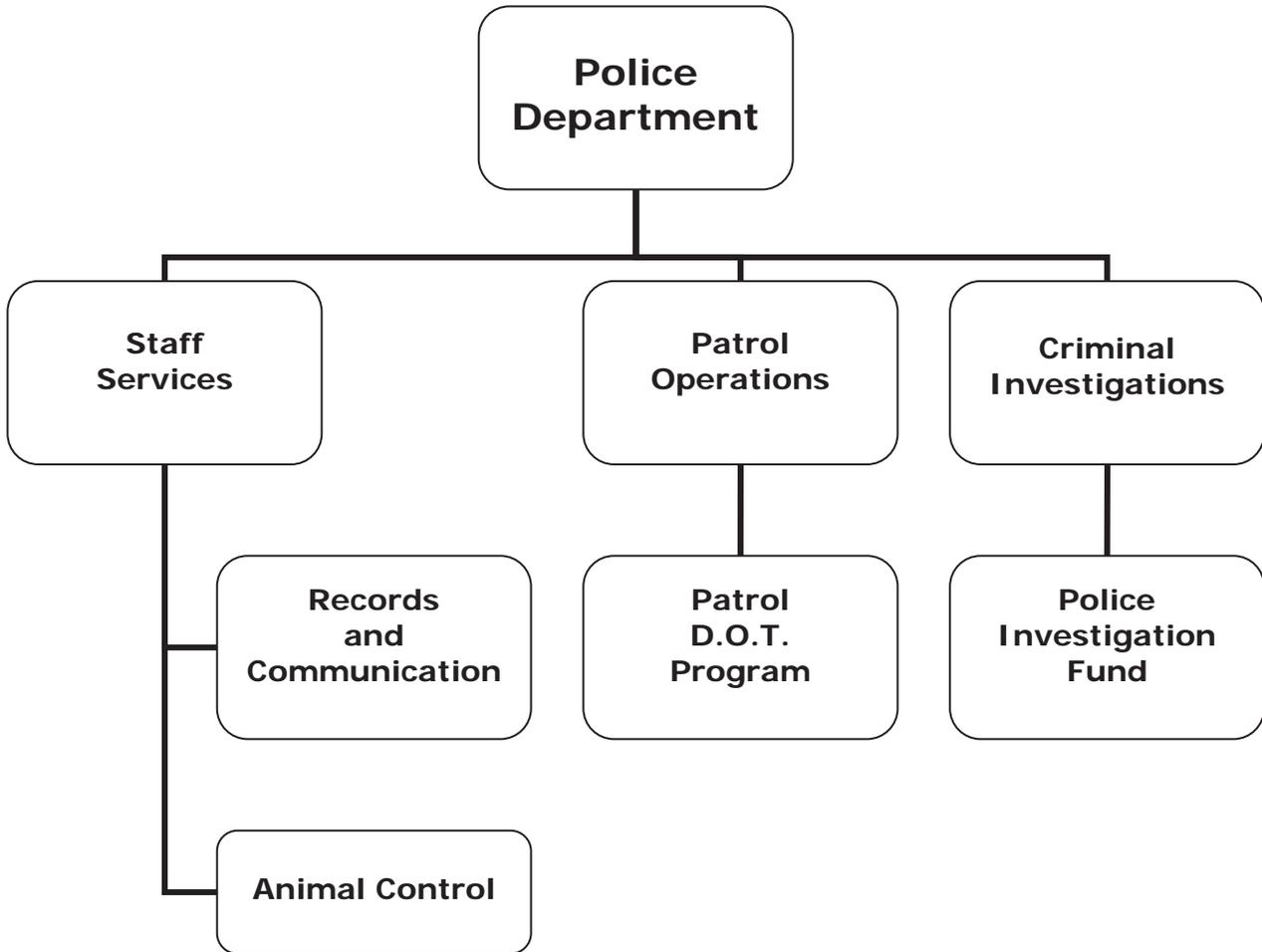
## 0416 - INFORMATION TECHNOLOGY

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-0416-419.4110	FULLTIME SALARIES & WAGES	\$277,989	\$289,640	\$289,640	\$181,421	\$266,895	\$322,396
001-0416-419.4130	OVERTIME PAY	9,010	8,545	8,545	6,636	8,848	8,545
001-0416-419.4131	HOLIDAY HRS WORKED	22	0	0	101	101	0
001-0416-419.4143	LONGEVITY PAY	2,882	3,035	3,035	2,890	2,890	1,970
001-0416-419.4145	INCENTIVE-CERTIFICATE PAY	2,100	2,100	2,100	1,400	2,100	2,100
001-0416-419.4149	CELL PHONE ALLOWANCE	4,030	4,200	4,200	2,525	4,200	4,800
001-0416-419.4190	ACCRUED PAYROLL	547	0	0	0	0	0
001-0416-419.4710	SOCIAL SECURITY/MEDICARE	21,610	22,292	22,292	13,970	22,292	24,072
001-0416-419.4720	TMRS RETIREMENT	47,389	48,397	48,397	30,722	48,397	53,253
001-0416-419.4810	HEALTH/DENTAL INSURANCE	35,238	44,559	44,559	24,242	44,559	55,606
001-0416-419.4820	LIFE INSURANCE	761	800	800	465	720	894
001-0416-419.4830	DISABILITY INSURANCE	795	835	835	497	835	932
001-0416-419.4840	WORKERS COMP INSURANCE	662	671	671	184	246	1,053
001-0416-419.4850	EAP SERVICES	231	232	232	126	232	232
001-0416-419.4890	FLEX PLAN ADMINISTRATION	149	149	149	47	113	149
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$403,415</b>	<b>\$425,455</b>	<b>\$425,455</b>	<b>\$265,228</b>	<b>\$402,427</b>	<b>\$476,002</b>
<b>50 - SUPPLIES</b>							
001-0416-419.5400	OPERATING SUPPLIES	\$297	\$800	\$800	\$0	\$500	\$1,100
001-0416-419.5700	COMPUTER SUPPLIES	466	1,850	1,850	664	1,585	2,400
001-0416-419.5800	OPERATING EQUIPMENT <\$5000	9,370	9,100	13,390	6,690	13,390	21,000
<b>50 - SUPPLIES Totals:</b>		<b>\$10,133</b>	<b>\$11,750</b>	<b>\$16,040</b>	<b>\$7,354</b>	<b>\$15,475</b>	<b>\$24,500</b>
<b>60 - MAINTENANCE</b>							
001-0416-419.6700	COMPUTER EQUIP MAINT	\$44,733	\$70,550	\$85,661	\$30,065	\$85,661	\$70,100
<b>60 - MAINTENANCE Totals:</b>		<b>\$44,733</b>	<b>\$70,550</b>	<b>\$85,661</b>	<b>\$30,065</b>	<b>\$85,661</b>	<b>\$70,100</b>
<b>70 - SERVICES</b>							
001-0416-419.7400	OPERATING SERVICES	\$840	\$0	\$14,048	\$6,500	\$14,048	\$15,000
001-0416-419.7510	TRAINING	6,820	11,500	11,500	5,325	7,100	15,700
001-0416-419.7520	TRAVEL REIMBURSEMENTS	76	3,000	3,000	0	1,150	3,300
001-0416-419.7530	MEMBERSHIPS	195	195	195	0	195	200
001-0416-419.7710	SOFTWARE LICENSE FEES	238,747	3,500	4,069	6,048	8,064	0
001-0416-419.7720	SOFTWARE SUPPORT SERVICES	284,365	289,700	313,532	194,707	313,532	200,650
001-0416-419.7723	SOFTWARE SUBSCRIPTION SRV	0	0	5,450	5,213	5,213	16,750
001-0416-419.7730	INTERNET/WIRELESS SERVICE	39,235	57,550	58,150	32,933	58,150	64,610
001-0416-419.7800	CONTRACT SERVICES	142,444	22,000	190,820	52,061	190,415	22,500
<b>70 - SERVICES Totals:</b>		<b>\$712,722</b>	<b>\$387,445</b>	<b>\$600,764</b>	<b>\$302,786</b>	<b>\$597,866</b>	<b>\$338,710</b>
<b>80 - CAPITAL OUTLAY</b>							
001-0416-419.8800	CAPITAL EQUIPMENT	\$67,978	\$19,000	\$19,000	\$0	\$19,000	\$19,000
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$67,978</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$0</b>	<b>\$19,000</b>	<b>\$19,000</b>
<b>0416 - INFORMATION TECHNOLOGY Totals:</b>		<b>\$1,238,981</b>	<b>\$914,200</b>	<b>\$1,146,919</b>	<b>\$605,433</b>	<b>\$1,120,430</b>	<b>\$928,312</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>						
401-0401-415.4110	FULLTIME SALARIES & WAGES	\$160,241	\$169,033	\$169,033	\$112,152	\$173,491
401-0401-415.4130	OVERTIME PAY	4,346	3,072	3,072	2,561	3,072
401-0401-415.4143	LONGEVITY PAY	1,435	1,675	1,675	1,675	2,145
401-0401-415.4145	INCENTIVE-CERTIFICATE PAY	900	900	900	600	900
401-0401-415.4190	ACCRUED PAYROLL	758	0	0	0	0
401-0401-415.4710	SOCIAL SECURITY/MEDICARE	12,470	13,055	13,055	8,616	13,229
401-0401-415.4720	TMRS RETIREMENT	18,390	27,486	27,486	18,439	28,145
401-0401-415.4810	HEALTH/DENTAL INSURANCE	19,149	21,230	21,230	19,410	29,524
401-0401-415.4820	LIFE INSURANCE	456	469	469	293	483
401-0401-415.4830	DISABILITY INSURANCE	471	487	487	305	502
401-0401-415.4840	WORKERS COMP INSURANCE	194	198	198	64	284
401-0401-415.4850	EAP SERVICES	238	232	232	149	232
401-0401-415.4890	FLEX PLAN ADMINISTRATION	151	149	149	55	86
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$219,198</b>	<b>\$237,986</b>	<b>\$237,986</b>	<b>\$164,319</b>	<b>\$252,093</b>
<b>50 - SUPPLIES</b>						
401-0401-415.5100	OFFICE SUPPLIES	\$1,555	\$1,400	\$1,400	\$980	\$1,400
401-0401-415.5400	OPERATING SUPPLIES	1,159	1,400	1,400	470	1,400
401-0401-415.5800	OPERATING EQUIPMENT<\$5000	656	200	2,200	1,940	200
<b>50 - SUPPLIES Totals:</b>		<b>\$3,370</b>	<b>\$3,000</b>	<b>\$5,000</b>	<b>\$3,391</b>	<b>\$3,000</b>
<b>60 - MAINTENANCE</b>						
401-0401-415.6800	EQUIPMENT MAINTENANCE	\$420	\$750	\$815	\$420	\$774
<b>60 - MAINTENANCE Totals:</b>		<b>\$420</b>	<b>\$750</b>	<b>\$815</b>	<b>\$420</b>	<b>\$774</b>
<b>70 - SERVICES</b>						
401-0401-415.7120	AUDIT SERVICES	\$22,337	\$16,000	\$16,000	\$16,000	\$16,000
401-0401-415.7350	SURETY BONDS	0	2,300	2,300	0	2,300
401-0401-415.7400	OPERATING SERVICES	352	700	700	620	700
401-0401-415.7401	POSTAL / COURIER SERVICES	36,045	36,000	38,744	32,256	36,000
401-0401-415.7510	TRAINING	785	2,020	20	0	2,020
401-0401-415.7520	TRAVEL REIMBURSEMENTS	567	420	420	160	420
401-0401-415.7530	MEMBERSHIPS	140	140	140	100	140
401-0401-415.7710	SOFTWARE LICENSE FEE	2,009	3,000	3,667	2,009	3,150
401-0401-415.7800	CONTRACT SERVICES	64,993	66,500	66,914	43,815	66,600
<b>70 - SERVICES Totals:</b>		<b>\$127,229</b>	<b>\$127,080</b>	<b>\$128,906</b>	<b>\$94,959</b>	<b>\$127,330</b>
<b>90 - OTHER</b>						
401-0401-415.9830	PROVISION FOR UNCOLL A/R	\$8,748	\$11,882	\$11,882	(\$163)	\$11,608
<b>90 - OTHER Totals:</b>		<b>\$8,748</b>	<b>\$11,882</b>	<b>\$11,882</b>	<b>(\$163)</b>	<b>\$11,608</b>
<b>0401 - FINANCE Totals:</b>		<b>\$358,964</b>	<b>\$380,698</b>	<b>\$384,589</b>	<b>\$262,925</b>	<b>\$394,805</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY17 ADOPTED BUDGET
<b>70 - SERVICES</b>						
401-0411-415.7313	MOBILE EQUIPMENT	\$1,720	\$2,000	\$2,000	\$1,798	\$2,000
401-0411-415.7321	GENERAL LIABILITY	5,481	7,000	6,919	5,467	7,000
401-0411-415.7323	PUBLIC OFFICIAL	12,886	13,800	13,800	12,844	11,650
401-0411-415.7324	CRIME & ACCIDENT COVERAGE	1,107	1,250	1,250	1,153	1,250
401-0411-415.7331	WINDSTORM	46,881	50,000	50,000	27,409	50,000
401-0411-415.7332	REAL & PERSONAL PROPERTY	24,743	29,000	29,000	24,815	29,000
401-0411-415.7333	FLOOD	684	700	781	781	800
<b>70 - SERVICES Totals:</b>		<b>\$93,502</b>	<b>\$103,750</b>	<b>\$103,750</b>	<b>\$74,267</b>	<b>\$101,700</b>
<b>0411 - INSURANCE Totals:</b>		<b>\$93,502</b>	<b>\$103,750</b>	<b>\$103,750</b>	<b>\$74,267</b>	<b>\$101,700</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY17 ADOPTED BUDGET
<b>50 - SUPPLIES</b>						
401-0412-415.5800	OPERATING EQUIPMENT<\$5000	\$2,634	\$0	\$0	\$0	\$0
<b>50 - SUPPLIES Totals:</b>		<b>\$2,634</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>0412 - RISK MANAGEMENT Totals:</b>		<b>\$2,634</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Mission Statement**

The Friendswood Police Department is organized, equipped, and trained to provide responsive service in a community-police partnership. The Department focuses all available resources to promote community safety, suppress crime, ensure the safe, orderly movement of traffic, and protect the constitutional rights of all persons.

**Fiscal Year 2015 – 16 Accomplishments**

Friendswood was again named in the top 10 list of safety cities in Texas in 2016. The recognition is based on the total number of crimes per 1,000 residents plus other factors. This makes Friendswood rated in the nation's top 100 safest cities. Friendswood was the only Houston-area city in the Top 100.

The Department actively seeks alternative revenue streams to maintain and improve service levels to City residents. Grant funding and special partnerships enable the Police Department to finance programs and services that benefit the community. Current programs and partnerships include: Crime Victim Assistance program, Bulletproof Vest Partnership, cost sharing programs with Clear Creek Independent School District and Friendswood Independent School District for school safety programs, and task force partnerships with the FBI Safe Streets Task Force and Houston area High Intensity Drug Trafficking Area (HIDTA). The Department was also fortunate enough to qualify for a federal pass-through grant to purchase body cameras.

**Current Operations**

The purpose of intelligence-led community policing is to provide rapid police services, criminal investigations, and collaborative problem solving initiatives for the community.

- First Response-This activity is mandated by Art. 2.13, Code of Criminal Procedure (CCP). Provides emergency response to 9-1-1 calls, enforce traffic and criminal laws and address problems related to order maintenance and quality of life. Provide preventative patrol and police services designed to respond to calls for service and to suppress criminal activity.
- Traffic Enforcement-Mandated by Ch. 543 of the Transportation Code. The purpose is to investigate accidents, analyze collisions, target enforcement efforts and coordinate multiple agencies to facilitate traffic management in order to improve traffic safety. Included in this category is the Commercial Vehicle Inspection program.
- Detain and House Prisoners-Detain prisoners in locked cells while awaiting a magistrate or transfer to another jail facility. Fingerprint and photograph prisoners. Inventory, secure and store prisoners' personal property until release or transfer. Document activities including monitoring meals, intake and release of prisoners, secure all fines and bonds collected from prisoners and deposit to Municipal Court.
- Animal Control-Mandated by Ch 10, Friendswood Code of Ordinances. The primary function and intent of the animal control division is protection of the health, safety and welfare of the citizens of the City by controlling the animal population and establishing uniform rules and regulations for the control and eradication of rabies.

- Organized Crime-This activity is mandated by Art. 2.13, CCP; Ch. 481, Health and Safety Code; Ch. 61, CCP. This functional area investigates the possession, manufacture, and illegal sale of controlled substances, gang related crime and gathers and disseminates information regarding criminal activity to the patrol division. Work with other law enforcement in an undercover capacity, working in a multi-agency task force setting.

### **Criminal Investigations**

The purpose of criminal investigations is to provide investigative support that requires a particularly high level of expertise. This service is provided to police officers, victims, external members of the criminal justice agencies, and the public, in order to protect victims and the public.

- Centralized Investigations-This is a core activity mandated by Art. 2.13, CCP. The Department has pooled its investigative resources into one division that conducts criminal investigations (homicide, robbery, child abuse, family violence, deviant crimes, forgery and other financial crimes, juvenile investigations and auto theft); sex offender registration and recovery of stolen property.
- Field Support Unit – Identify and target organized criminal activity and groups committing offenses that display specific patterns. Use a flexible operating schedule to adapt to the needs of the department and the community in response to known or suspected criminal activity. Provide targeted enforcement in neighborhoods and other areas affected by crime to suppress criminal activity and improve safety for residents. Use specialized investigative techniques and equipment to address known or suspected criminal activity.
- Forensic Services-These services are critical to the police investigator and to the successful prosecution of criminal cases. It includes fingerprint identification, crime laboratory, evidence control, crime scene investigation, and photography and evidence collection.
- Victim Services-This activity is mandated by Ch. 56, CCP. Provide for assistance to crime victims and provide community education and referral programs related to crime victim issues.

### **Operations Support**

Operations support provides intake and processing of police calls for service. It provides fleet, equipment and facility maintenance services so that police services can be delivered effectively. Information resources are also provided along with administrative and fiscal support to police department employees so they can perform their jobs safely and efficiently. In addition, professional development and training are provided to employees so that they can perform their duties in accordance with department values. Specialized critical incident management is also included in this functional area.

- Communications-Mandated by Ch. 77, Health and Safety Code. Serve as primary call taker for all emergency calls for Police, Fire, and EMS. Take call information and dispatch units to calls for service. Input information into the computer aided dispatch system. Receive and send information such as driver license checks, vehicle registrations, and officer location to the field units as necessary.

- Emergency Services-Includes the specially trained and equipped teams of officers for tactical and hostage negotiations support. These highly trained officers are responsible for formulating and executing action plans to manage critical incidents.
- Community Partnerships-Assist in crime prevention and problem solving, work with residents and businesses to solve problems that lead to crime, community liaison to improve communication and understanding of police operations. Programs in the category include the school resource officers and Drug Abuse Resistance Education (DARE).
- Administration-Manage all police programs to maximize efficiency and provide effective delivery of services. Manage the budget for the department, ensuring that the department is fiscally responsible. Maintain open communication with other department and governmental agencies. Coordinate investigation of internal and external complaints of alleged police personnel misconduct of both sworn officers and civilians. Manage records and provide reports to the public, other law enforcement agencies and City Hall. Coordinate special projects and plan for the future growth of department in size and service. Coordinate, manage, and research all existing and new grants available for the department. Prepare and submit grant preapproval requests to City Council prior to applying for grants.
- Recruitment and Training – Program seeks qualified police officer and non-sworn applicants, conducts initial screening interviews to determine if basic requirements are satisfied, tests applicants for basic skills, compatible behavior traits and conducts background investigations. Trains and monitors employees so that the department has highly qualified and competent staff members to meet the expectations of the public.
- Internal Affairs-Activity is mandated by Sec. 143.312, Local Government Code. Includes investigation of potential policy violations in a timely manner and provides feedback to the public in order to maintain trust and confidence in internal affairs investigations process.
- Public Information-Coordinate and provide departmental information to the public including press releases, releases of suspect descriptions, crime alerts, and interact with the public at community events. Provide copies of recorded events in response to public information or court requests.
- Vehicle and Equipment Maintenance-Provide maintenance and support of City vehicles and equipment for the department to ensure dependable transportation and operations. Manage fleet and all equipment used for police services on a 24 hour, seven day a week schedule.

**Highlights of the Budget**

The Fiscal Year 2016-17 budget for the police department addresses requirements to maintain current operations with a request for two additional sworn peace officer positions - both to be hired mid-year. The current full authorized sworn strength is 62 peace officers. The current staffing at Animal Control includes two full time Animal Control officers, one full time Animal Control shelter manager/volunteer coordinator and an Animal Control Supervisor.

The Crime Victim Liaison position has been partially funded by a federal Victims of Crime Act grant managed by the Governor’s office for the past 17 years. The last application for continued funding was approved for a two-year period ending 9/30/2017.

The budget includes funding for replacement vehicles from the Vehicle Replacement Fund. Based on annual mileage of 25,000 per year, there will be a need to replace four marked patrol vehicles and one criminal investigation staff vehicle. At time of replacement each vehicle will have over 100,000 miles.

**The following decision packages are included with the FY17 adopted budget.**

<b>Description</b>		<b>Amount</b>
Tactical Vest Replacement (for 20 tactical vest for SWAT team members) – Possible funding in 2016	One Time Cost	\$22,000
Mobile Automatic License Plate Reader (ALPR) Expansion (Requesting hardware and software for one reader)	One Time Cost	\$24,200
Radio Console Replacement (for three 700/800 MHz APX consoles)	One Time Cost	\$24,181
Police Officer – Additional personnel at 1.0 FTE (Entry Level salary for mid-year hire)	Ongoing Cost	\$55,251
Police Officer – Additional personnel at 1.0 FTE (Mid-Point salary for mid-year hire)	Ongoing Cost	\$62,703

**The following decision packages are not included with the FY17 adopted budget.**

<b>Description</b>		<b>Amount</b>
Addition to Fleet – 2017 Ford Police Interceptor SUV	One Time Cost	\$55,384
	Ongoing Cost	\$12,609
VistaCOM Eventide Upgrade (add 8 Motorola MCC7500 radio talk groups to existing Eventide Nexlog 740)	One Time Cost	\$75,477
FARO 3D Scanner (laser measurement equipment- investigation & reconstruction of accident sites or crime scenes)	One Time Cost	\$104,290

## 2016-2017 Departmental Goals and Performance Measures

**Major Departmental Goals:**

- Use Intelligence-Led Policing to increase efficiency in service delivery
- Provide quality police services to our community
- Improve traffic safety
- Actively involve residents and the business community in crime prevention and promoting community safety awareness
- Improve the quality of Animal Control Services

**Supports the City's Strategic Goals:** 1-Communication, 5-Public Safety, and 6-Organizational Development

Police Department	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Forecast
<b>Inputs</b>					
# of full time sworn peace officers	60	61	62	62	64
Dept Expenditures	\$8,534,242	\$8,922,658	\$9,650,212	\$9,599,250	\$10,347,846
<b>Outputs</b>					
Total # of Arrests	1,596	1,440	1,487	1,356	1,450
# of Police Calls For Service	13,723	15,016	17,636	16,010	17,000
# of Animals Impounded	883	657	800	751	800
<b>Measures of Effectiveness</b>					
Crime Rate	9.28	9.75	10	10.08	10.15
Offense Clearance Rate	65	74	60	53	60
# of Traffic Accidents	496	564	533	619	600
# of Animal Adoptions	425	240	300	247	300
<b>Measures of Efficiency</b>					
Average Response Time	0:08:23	0:08:26	0:08:34	0:08:52	0:08:58
#minutes from request to arrival – Priority 1	0:04:11	0:03:44	0:05:00	0:04:24	0:05:00
Monthly Operating Costs	\$711,187	\$743,565	\$804,184	\$799,938	\$862,321
Department Expenditures per Capita	\$221.79	\$228.65	\$246.06	\$244.76	\$262.92

**POLICE DEPARTMENT  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION	\$708,180	\$868,732	\$869,560	\$555,869	\$854,903	\$917,842	5.7%
COMMUNICATIONS	1,080,718	1,095,536	1,105,916	762,602	1,146,217	1,161,319	6.0%
PATROL	5,054,236	5,325,904	5,388,879	3,531,325	5,217,707	5,833,932	9.5%
PATROL-DOT PROGRAM	57,529	112,571	113,210	71,169	108,240	117,660	4.5%
CRIMINAL INVESTIGATIONS	1,656,903	1,873,132	1,887,887	1,279,822	1,872,175	1,905,374	1.7%
ANIMAL CONTROL	365,092	374,337	384,941	271,228	400,009	411,719	10.0%
<b>DEPARTMENT TOTAL</b>	<b>\$8,922,658</b>	<b>\$9,650,212</b>	<b>\$9,750,393</b>	<b>\$6,472,015</b>	<b>\$9,599,250</b>	<b>\$10,347,846</b>	<b>7.2%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$7,817,841	\$8,344,241	\$8,347,815	\$5,707,697	\$8,314,955	\$8,930,627	7.0%
SUPPLIES	376,442	509,462	522,105	170,178	441,511	515,136	1.1%
MAINTENANCE	154,903	201,284	225,167	127,863	216,769	232,299	15.4%
SERVICES	563,471	563,912	587,023	407,603	557,732	627,203	11.2%
CAPITAL OUTLAY	10,000	31,313	68,283	58,673	68,283	42,581	0.0%
<b>CLASSIFICATION TOTAL</b>	<b>\$8,922,658</b>	<b>\$9,650,212</b>	<b>\$9,750,393</b>	<b>\$6,472,015</b>	<b>\$9,599,250</b>	<b>\$10,347,846</b>	<b>7.2%</b>

**PERSONNEL SUMMARY BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION	5.00	5.00	5.00	5.00	5.00	5.00	0.0%
COMMUNICATIONS	13.60	13.60	13.60	13.60	13.60	13.60	0.0%
PATROL	47.12	49.12	49.12	49.12	49.12	51.12	4.1%
PATROL-DOT PROGRAM	1.00	1.00	1.00	1.00	1.00	1.00	0.0%
CRIMINAL INVESTIGATIONS	15.00	15.00	15.00	14.00	14.00	14.00	-6.7%
ANIMAL CONTROL	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
<b>PERSONNEL TOTAL</b>	<b>85.72</b>	<b>87.72</b>	<b>87.72</b>	<b>86.72</b>	<b>86.72</b>	<b>88.72</b>	<b>1.1%</b>

2101 - POLICE/ADMINISTRATION

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-2101-421.4110	FULLTIME SALARIES & WAGES	\$456,254	\$517,162	\$517,162	\$327,996	\$516,329	\$534,069
001-2101-421.4130	OVERTIME PAY	20,383	15,000	15,000	10,235	13,646	15,000
001-2101-421.4131	HOLIDAY HRS WORKED	0	1,000	1,000	47	47	1,000
001-2101-421.4143	LONGEVITY PAY	5,880	6,180	6,180	6,185	6,185	6,760
001-2101-421.4145	INCENTIVE-CERTIFICATE PAY	13,200	13,200	13,200	8,800	13,200	13,200
001-2101-421.4149	CELL PHONE ALLOWANCE	3,780	3,784	3,784	2,375	3,784	3,480
001-2101-421.4710	SOCIAL SECURITY/MEDICARE	38,968	39,164	39,164	26,572	39,164	39,770
001-2101-421.4720	TMRS RETIREMENT	85,849	87,544	87,544	59,007	87,544	89,872
001-2101-421.4810	HEALTH/DENTAL INSURANCE	32,619	42,369	42,369	27,313	42,369	45,378
001-2101-421.4820	LIFE INSURANCE	1,340	1,427	1,427	871	1,427	1,477
001-2101-421.4830	DISABILITY INSURANCE	1,399	1,492	1,492	912	1,492	1,545
001-2101-421.4840	WORKERS COMP INSURANCE	4,490	4,974	4,974	1,597	4,974	7,189
001-2101-421.4850	EAP SERVICES	283	290	290	178	290	290
001-2101-421.4890	FLEX PLAN ADMINISTRATION	167	171	171	66	171	108
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$664,612</b>	<b>\$733,757</b>	<b>\$733,757</b>	<b>\$472,153</b>	<b>\$730,621</b>	<b>\$759,138</b>
<b>50 - SUPPLIES</b>							
001-2101-421.5100	OFFICE SUPPLIES	\$11,547	\$12,250	\$12,481	\$6,679	\$10,906	\$12,250
001-2101-421.5200	PERSONNEL SUPPLIES	1,639	2,750	2,864	1,406	1,874	2,750
001-2101-421.5301	FUEL	7,226	17,996	17,996	2,499	13,832	17,996
001-2101-421.5400	OPERATING SUPPLIES	2,074	3,250	3,250	1,361	2,514	3,250
001-2101-421.5800	OPERATING EQUIPMENT <\$5000	2,833	2,500	2,500	0	1,575	2,500
<b>50 - SUPPLIES Totals:</b>		<b>\$25,319</b>	<b>\$38,746</b>	<b>\$39,091</b>	<b>\$11,945</b>	<b>\$30,701</b>	<b>\$38,746</b>
<b>60 - MAINTENANCE</b>							
001-2101-421.6300	VEHICLE MAINTENANCE	\$2,979	\$2,500	\$3,983	\$2,731	\$3,642	\$2,580
001-2101-421.6600	FACILITY MAINTENANCE	499	1,000	0	0	0	1,000
001-2101-421.6620	CONTINGENCY	0	0	0	0	0	20,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$3,478</b>	<b>\$3,500</b>	<b>\$3,983</b>	<b>\$2,731</b>	<b>\$3,642</b>	<b>\$23,580</b>
<b>70 - SERVICES</b>							
001-2101-421.7140	CONSULTING SERVICES	\$0	\$5,400	\$5,400	\$5,250	\$5,250	\$5,250
001-2101-421.7311	VEHICLE INSURANCE	1,753	3,775	3,775	3,651	3,651	3,987
001-2101-421.7322	LAW ENFORCEMENT	2,798	2,800	2,800	2,015	2,015	2,400
001-2101-421.7350	SURETY BONDS	0	0	0	0	0	71
001-2101-421.7400	OPERATING SERVICES	864	1,550	1,550	1,298	1,731	1,650
001-2101-421.7401	POSTAL / COURIER SERVICES	1,157	1,100	1,100	293	1,091	1,100
001-2101-421.7497	RECRUITMENT ADVERTISING	0	1,000	1,000	0	0	1,000
001-2101-421.7510	TRAINING	615	2,145	2,145	724	1,965	2,300
001-2101-421.7520	TRAVEL REIMBURSEMENTS	767	1,275	1,275	0	550	2,260
001-2101-421.7530	MEMBERSHIPS	1,050	900	900	630	900	900
001-2101-421.7612	TELEPHONE/COMMUNICATIONS	0	40,932	40,932	32,339	40,932	43,608
001-2101-421.7830	RENTAL	2,708	4,000	4,000	1,950	4,000	4,000
001-2101-421.7831	VEHICLE LEASE-INTERNAL	3,059	27,852	27,852	20,889	27,852	27,852
<b>70 - SERVICES Totals:</b>		<b>\$14,771</b>	<b>\$92,729</b>	<b>\$92,729</b>	<b>\$69,040</b>	<b>\$89,939</b>	<b>\$96,378</b>
<b>2101 - POLICE/ADMINISTRATION Totals:</b>		<b>\$708,180</b>	<b>\$868,732</b>	<b>\$869,560</b>	<b>\$555,869</b>	<b>\$854,903</b>	<b>\$917,842</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-2110-421.4110	FULLTIME SALARIES & WAGES	\$597,596	\$657,073	\$657,073	\$435,200	\$635,267	\$675,832
001-2110-421.4130	OVERTIME PAY	92,101	30,500	30,500	53,674	96,565	30,500
001-2110-421.4131	HOLIDAY HRS WORKED	19,035	20,000	20,000	11,551	19,401	20,000
001-2110-421.4143	LONGEVITY PAY	7,565	8,230	8,230	8,310	8,310	9,815
001-2110-421.4145	INCENTIVE-CERTIFICATE PAY	20,855	26,280	26,280	14,830	26,280	21,120
001-2110-421.4149	CELL PHONE ALLOWANCE	1,560	1,560	1,560	860	1,560	840
001-2120-421.4190	ACCRUED PAYROLL	0	0	0	0	2,879	0
001-2110-421.4220	PART-TIME WAGES	36,309	23,695	23,695	8,692	26,589	33,482
001-2110-421.4710	SOCIAL SECURITY/MEDICARE	57,376	56,529	56,529	38,569	56,529	57,123
001-2110-421.4720	TMRS RETIREMENT	117,949	117,015	117,015	82,633	117,015	118,794
001-2110-421.4810	HEALTH/DENTAL INSURANCE	70,661	90,327	90,327	68,224	90,966	103,647
001-2110-421.4820	LIFE INSURANCE	1,709	1,833	1,833	1,135	1,833	1,877
001-2110-421.4830	DISABILITY INSURANCE	1,759	1,906	1,906	1,188	1,906	1,955
001-2110-421.4840	WORKERS COMP INSURANCE	842	1,392	1,392	281	1,392	1,729
001-2110-421.4850	EAP SERVICES	923	1,045	1,045	562	1,045	929
001-2110-421.4890	FLEX PLAN ADMINISTRATION	534	576	576	180	576	324
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$1,026,773</b>	<b>\$1,037,961</b>	<b>\$1,037,961</b>	<b>\$725,889</b>	<b>\$1,088,113</b>	<b>\$1,077,967</b>
<b>50 - SUPPLIES</b>							
001-2110-421.5200	PERSONNEL SUPPLIES	\$2,338	\$3,400	\$3,341	\$1,049	\$3,399	\$3,400
001-2110-421.5400	OPERATING SUPPLIES	1,158	2,700	2,700	1,414	1,886	2,700
001-2110-421.5800	OPERATING EQUIPMENT<\$5000	479	1,500	1,880	1,571	1,880	1,500
001-2110-421.5801	EMERGENCY - EQUIPMENT	16,302	0	0	0	0	0
<b>50 - SUPPLIES Totals:</b>		<b>\$20,277</b>	<b>\$7,600</b>	<b>\$7,921</b>	<b>\$4,034</b>	<b>\$7,164</b>	<b>\$7,600</b>
<b>60 - MAINTENANCE</b>							
001-2110-421.6800	EQUIPMENT MAINTENANCE	\$21,798	\$30,975	\$40,975	\$25,890	\$37,520	\$32,269
<b>60 - MAINTENANCE Totals:</b>		<b>\$21,798</b>	<b>\$30,975</b>	<b>\$40,975</b>	<b>\$25,890</b>	<b>\$37,520</b>	<b>\$32,269</b>
<b>70 - SERVICES</b>							
001-2110-421.7212	MEDICAL EXAMINATIONS	\$0	\$600	\$600	\$0	\$0	\$600
001-2110-421.7350	SURETY BONDS	213	225	284	284	284	355
001-2110-421.7400	OPERATING SERVICES	1,390	4,200	4,200	699	2,932	4,200
001-2110-421.7401	POSTAL / COURIER SERVICES	134	150	150	51	127	150
001-2110-421.7498	JUDGMENTS & DAMAGE CLAIM	2,500	0	0	0	0	0
001-2110-421.7510	TRAINING	1,595	4,925	4,925	2,587	3,449	4,297
001-2110-421.7520	TRAVEL REIMBURSEMENTS	624	2,500	2,500	979	1,305	3,300
001-2110-421.7530	MEMBERSHIPS	541	600	600	498	600	600
001-2110-421.7611	ELECTRICITY	1,870	2,200	2,200	1,134	2,012	2,200
001-2110-421.7612	TELEPHONE/COMMUNICATIONS	2,832	3,600	3,600	459	2,612	3,600
001-2110-421.7800	CONTRACT SERVICES	171	0	0	98	98	0
<b>70 - SERVICES Totals:</b>		<b>\$11,870</b>	<b>\$19,000</b>	<b>\$19,059</b>	<b>\$6,788</b>	<b>\$13,419</b>	<b>\$19,302</b>
<b>80 - CAPITAL OUTLAY</b>							
001-2110-421.8800	CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$24,181
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,181</b>
<b>2110 - POLICE/COMMUNICATIONS Totals:</b>		<b>\$1,080,718</b>	<b>\$1,095,536</b>	<b>\$1,105,916</b>	<b>\$762,602</b>	<b>\$1,146,217</b>	<b>\$1,161,319</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-2120-421.4110	FULLTIME SALARIES & WAGES	\$2,503,392	\$2,688,883	\$2,688,883	\$1,766,872	\$2,460,829	\$2,910,459
001-2120-421.4120	PART-TIME WAGES	7,837	49,642	49,642	14,956	20,641	52,860
001-2120-421.4130	OVERTIME PAY	375,409	282,338	283,616	274,806	401,407	389,338
001-2120-421.4131	HOLIDAY HRS WORKED	88,666	95,000	95,000	56,307	95,000	95,000
001-2120-421.4143	LONGEVITY PAY	22,498	19,610	19,610	19,595	19,595	24,605
001-2120-421.4145	INCENTIVE-CERTIFICATE PAY	73,025	69,254	69,254	50,925	69,254	85,200
001-2120-421.4149	CELL PHONE ALLOWANCE	5,280	6,540	6,540	3,625	6,540	5,700
001-2120-421.4150	CLOTHING ALLOWANCE	200	0	0	0	0	0
001-2120-421.4190	ACCRUED PAYROLL	20,454	0	0	0	1,478	0
001-2120-421.4220	PART-TIME WAGES	65,751	58,385	58,385	50,881	67,842	59,037
001-2120-421.4710	SOCIAL SECURITY/MEDICARE	228,715	240,148	240,148	160,633	243,177	254,693
001-2120-421.4720	TMRS RETIREMENT	488,945	505,422	505,422	341,771	505,422	541,557
001-2120-421.4810	HEALTH/DENTAL INSURANCE	341,840	447,861	447,861	279,620	447,861	497,823
001-2120-421.4820	LIFE INSURANCE	6,976	7,103	7,103	4,537	7,103	7,981
001-2120-421.4830	DISABILITY INSURANCE	7,274	7,449	7,449	4,770	7,449	8,348
001-2120-421.4840	WORKERS COMP INSURANCE	29,377	33,436	33,436	9,771	38,028	49,577
001-2120-421.4850	EAP SERVICES	2,799	2,786	2,786	1,761	2,849	2,975
001-2120-421.4890	FLEX PLAN ADMINISTRATION	1,190	1,405	1,405	597	1,405	1,107
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$4,269,628</b>	<b>\$4,515,262</b>	<b>\$4,516,540</b>	<b>\$3,041,426</b>	<b>\$4,395,880</b>	<b>\$4,986,260</b>
<b>50 - SUPPLIES</b>							
001-2120-421.5200	PERSONNEL SUPPLIES	\$37,587	\$49,975	\$52,815	\$28,037	\$55,382	\$50,264
001-2120-421.5300	VEHICLE SUPPLIES	68	2,000	0	0	0	1,500
001-2120-421.5301	FUEL	119,621	209,527	209,527	45,035	150,377	209,527
001-2120-421.5400	OPERATING SUPPLIES	31,733	32,425	33,815	24,676	32,901	33,800
001-2120-421.5410	PDRAD PROGRAM SUPPLIES	891	0	1,060	125	750	0
001-2120-421.5800	OPERATING EQUIPMENT <\$5000	71,238	61,355	69,324	22,496	71,994	62,930
<b>50 - SUPPLIES Totals:</b>		<b>\$261,138</b>	<b>\$355,282</b>	<b>\$366,541</b>	<b>\$120,369</b>	<b>\$311,405</b>	<b>\$358,021</b>
<b>60 - MAINTENANCE</b>							
001-2120-421.6300	VEHICLE MAINTENANCE	\$83,928	\$92,480	\$102,740	\$67,961	\$102,614	\$91,050
001-2120-421.6400	OPERATING MAINTENANCE	1,258	2,000	2,000	780	2,000	2,000
001-2120-421.6800	EQUIPMENT MAINTENANCE	30,259	35,829	36,454	16,288	41,717	45,810
<b>60 - MAINTENANCE Totals:</b>		<b>\$115,445</b>	<b>\$130,309</b>	<b>\$141,194</b>	<b>\$85,028</b>	<b>\$146,331</b>	<b>\$138,860</b>
<b>70 - SERVICES</b>							
001-2120-421.7212	MEDICAL EXAMINATIONS	\$1,400	\$1,200	\$1,200	\$0	\$1,200	\$1,400
001-2120-421.7311	VEHICLE INSURANCE	22,095	26,381	26,381	22,220	26,381	26,381
001-2120-421.7322	LAW ENFORCEMENT	26,298	27,450	27,450	28,252	27,450	29,200
001-2120-421.7340	ANIMAL MORTALITY INS	2,709	2,800	2,800	2,764	2,764	2,800
001-2120-421.7400	OPERATING SERVICES	16,850	8,240	10,385	8,112	10,816	14,100
001-2120-421.7401	POSTAL / COURIER SERVICES	1,120	1,000	1,000	56	1,000	1,000
001-2120-421.7497	RECRUITMENT ADVERTISING	236	526	526	0	526	526
001-2120-421.7498	JUDGMENTS & DAMAGE CLAIM	1,000	2,000	2,000	445	1,000	2,400
001-2120-421.7510	TRAINING	15,223	14,950	15,010	10,348	15,797	17,825
001-2120-421.7520	TRAVEL REIMBURSEMENTS	3,354	6,940	6,940	2,463	6,284	12,099
001-2120-421.7530	MEMBERSHIPS	1,121	1,130	1,130	450	1,130	1,380
001-2120-421.7540	PUBLICATIONS	0	0	0	0	0	190
001-2120-421.7612	TELEPHONE/COMMUNICATIONS	37,520	1,110	1,488	1,086	1,448	488
001-2120-421.7710	SOFTWARE LICENSE FEES	18,807	500	500	0	500	500
001-2120-421.7830	RENTAL	7,790	7,800	7,800	5,850	7,800	7,800
001-2120-421.7831	VEHICLE LEASE-INTERNAL	231,644	191,711	191,711	143,784	191,712	214,302
001-2120-421.7950	K-9 TRAINING SEMINAR	10,858	0	0	0	0	0
<b>70 - SERVICES Totals:</b>		<b>\$398,025</b>	<b>\$293,738</b>	<b>\$296,321</b>	<b>\$225,830</b>	<b>\$295,808</b>	<b>\$332,391</b>
<b>80 - CAPITAL OUTLAY</b>							
001-2120-421.8800	CAPITAL EQUIPMENT	\$10,000	\$31,313	\$68,283	\$58,673	\$68,283	\$18,400
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$10,000</b>	<b>\$31,313</b>	<b>\$68,283</b>	<b>\$58,673</b>	<b>\$68,283</b>	<b>\$18,400</b>
<b>2120 - PATROL Totals:</b>		<b>\$5,054,236</b>	<b>\$5,325,904</b>	<b>\$5,388,879</b>	<b>\$3,531,325</b>	<b>\$5,217,707</b>	<b>\$5,833,932</b>

2125 - PATROL-DOT PROGRAM

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-2125-421.4110	FULLTIME SALARIES & WAGES	\$25,600	\$56,677	\$56,677	\$38,664	\$56,252	\$58,589
001-2125-421.4130	OVERTIME PAY	5,432	1,500	1,500	3,074	5,099	1,500
001-2125-421.4131	HOLIDAY HRS WORKED	1,163	0	0	344	458	0
001-2125-421.4143	LONGEVITY PAY	0	255	255	255	255	370
001-2125-421.4145	INCENTIVE-CERTIFICATE PAY	400	900	900	400	900	600
001-2125-421.4710	SOCIAL SECURITY/MEDICARE	2,285	4,035	4,035	2,826	4,035	3,981
001-2125-421.4720	TMRS RETIREMENT	5,202	9,336	9,336	6,736	9,336	9,568
001-2125-421.4810	HEALTH/DENTAL INSURANCE	5,924	16,445	16,445	11,575	16,445	17,627
001-2125-421.4820	LIFE INSURANCE	68	157	157	99	157	163
001-2125-421.4830	DISABILITY INSURANCE	71	163	163	103	163	169
001-2125-421.4840	WORKERS COMP INSURANCE	294	610	610	208	610	887
001-2125-421.4850	EAP SERVICES	26	58	58	37	58	58
001-2125-421.4890	FLEX PLAN ADMINISTRATION	10	22	22	14	22	22
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$46,475</b>	<b>\$90,158</b>	<b>\$90,158</b>	<b>\$64,335</b>	<b>\$93,790</b>	<b>\$93,534</b>
<b>50 - SUPPLIES</b>							
001-2125-421.5200	PERSONNEL SUPPLIES	\$60	\$500	\$500	\$0	\$0	\$500
001-2125-421.5300	VEHICLE SUPPLIES	96	250	450	0	150	250
001-2125-421.5301	FUEL	1,789	6,879	6,879	328	1,628	6,879
001-2125-421.5400	OPERATING SUPPLIES	66	450	450	174	450	750
001-2125-421.5800	OPERATING EQUIPMENT<\$5000	1,503	500	939	180	939	750
<b>50 - SUPPLIES Totals:</b>		<b>\$3,514</b>	<b>\$8,579</b>	<b>\$9,218</b>	<b>\$682</b>	<b>\$3,167</b>	<b>\$9,129</b>
<b>60 - MAINTENANCE</b>							
001-2125-421.6300	VEHICLE MAINTENANCE	\$0	\$1,000	\$1,000	\$225	\$625	\$1,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$225</b>	<b>\$625</b>	<b>\$1,000</b>
<b>70 - SERVICES</b>							
001-2125-421.7311	VEHICLE INSURANCE	\$741	\$962	\$962	\$959	\$959	\$1,048
001-2125-421.7400	OPERATING SERVICES	0	500	500	0	500	500
001-2125-421.7510	TRAINING	0	1,250	1,250	0	575	3,250
001-2125-421.7520	TRAVEL REIMBURSEMENTS	1,721	3,500	3,500	0	2,000	3,015
001-2125-421.7530	MEMBERSHIPS	0	0	0	0	0	500
001-2125-421.7831	VEHICLE LEASE-INTERNAL	5,078	6,622	6,622	4,967	6,623	5,684
<b>70 - SERVICES Totals:</b>		<b>\$7,540</b>	<b>\$12,834</b>	<b>\$12,834</b>	<b>\$5,927</b>	<b>\$10,658</b>	<b>\$13,997</b>
<b>2125 - PATROL-DOT PROGRAM Totals:</b>		<b>\$57,529</b>	<b>\$112,571</b>	<b>\$113,210</b>	<b>\$71,169</b>	<b>\$108,240</b>	<b>\$117,660</b>

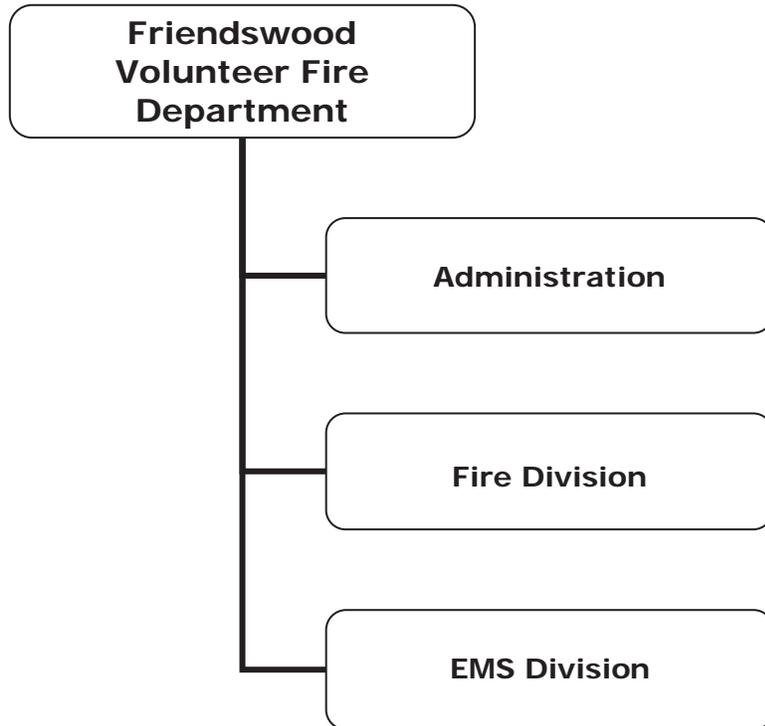
2130 - CRIMINAL INVESTIGATIONS

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-2130-421.4110	FULLTIME SALARIES & WAGES	\$955,009	\$1,067,188	\$1,067,188	\$720,578	\$1,015,771	\$1,099,810
001-2130-421.4130	OVERTIME PAY	96,670	71,000	73,296	109,871	146,494	71,000
001-2130-421.4131	HOLIDAY HRS WORKED	2,475	4,000	4,000	203	2,771	4,000
001-2130-421.4143	LONGEVITY PAY	11,124	11,430	11,430	10,610	10,610	12,410
001-2130-421.4145	INCENTIVE-CERTIFICATE PAY	35,625	38,400	38,400	25,450	38,400	39,000
001-2130-421.4149	CELL PHONE ALLOWANCE	6,135	6,240	6,240	4,060	6,240	5,700
001-2130-421.4150	CLOTHING ALLOWANCE	8,400	8,000	8,000	4,000	8,000	8,000
001-2130-421.4190	ACCRUED PAYROLL	2,601	0	0	0	0	0
001-2130-421.4710	SOCIAL SECURITY/MEDICARE	80,350	86,075	86,075	62,587	83,449	88,348
001-2130-421.4720	TMRS RETIREMENT	178,491	189,861	189,861	137,777	186,203	194,321
001-2130-421.4810	HEALTH/DENTAL INSURANCE	142,467	198,234	198,234	115,667	197,223	182,620
001-2130-421.4820	LIFE INSURANCE	2,621	2,953	2,953	1,809	2,953	3,046
001-2130-421.4830	DISABILITY INSURANCE	2,735	3,078	3,078	1,904	3,078	3,180
001-2130-421.4840	WORKERS COMP INSURANCE	10,035	11,200	11,200	3,662	11,200	16,066
001-2130-421.4850	EAP SERVICES	791	871	871	549	871	871
001-2130-421.4890	FLEX PLAN ADMINISTRATION	326	388	388	204	388	325
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$1,535,855</b>	<b>\$1,698,918</b>	<b>\$1,701,214</b>	<b>\$1,198,930</b>	<b>\$1,713,649</b>	<b>\$1,728,697</b>
<b>50 - SUPPLIES</b>							
001-2130-421.5200	PERSONNEL SUPPLIES	\$1,125	\$3,795	\$3,795	\$1,160	\$2,122	\$6,180
001-2130-421.5301	FUEL	32,017	49,461	49,461	7,573	45,097	49,461
001-2130-421.5400	OPERATING SUPPLIES	10,827	8,000	8,000	5,171	7,895	8,000
001-2130-421.5800	OPERATING EQUIPMENT <\$5000	2,530	4,250	4,250	2,082	3,775	4,750
<b>50 - SUPPLIES Totals:</b>		<b>\$46,499</b>	<b>\$65,506</b>	<b>\$65,506</b>	<b>\$15,985</b>	<b>\$58,889</b>	<b>\$68,391</b>
<b>60 - MAINTENANCE</b>							
001-2130-421.6300	VEHICLE MAINTENANCE	\$11,695	\$30,000	\$32,315	\$11,909	\$25,878	\$29,860
001-2130-421.6800	EQUIPMENT MAINTENANCE	0	2,000	2,000	0	0	3,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$11,695</b>	<b>\$32,000</b>	<b>\$34,315</b>	<b>\$11,909</b>	<b>\$25,878</b>	<b>\$32,860</b>
<b>70 - SERVICES</b>							
001-2130-421.7311	VEHICLE INSURANCE	\$12,307	\$14,425	\$14,425	\$13,162	\$13,162	\$14,425
001-2130-421.7322	LAW ENFORCEMENT	6,714	6,720	6,720	6,046	6,046	6,220
001-2130-421.7400	OPERATING SERVICES	10,647	9,425	19,425	7,535	11,056	12,795
001-2130-421.7401	POSTAL / COURIER SERVICES	849	500	500	245	827	500
001-2130-421.7510	TRAINING	2,651	5,800	5,800	2,266	3,522	12,760
001-2130-421.7520	TRAVEL REIMBURSEMENTS	3,250	4,750	4,750	685	3,913	3,464
001-2130-421.7530	MEMBERSHIPS	830	1,370	1,370	1,249	1,370	1,390
001-2130-421.7612	TELEPHONE/COMMUNICATIONS	2,002	6,330	6,330	2,236	6,330	3,444
001-2130-421.7710	SOFTWARE LICENSE FEES	0	2,000	2,000	600	2,000	1,200
001-2130-421.7730	INTERNET/WIRELESS SERVICE	1,739	1,800	1,944	1,279	1,944	2,040
001-2130-421.7831	VEHICLE LEASE-INTERNAL	21,864	23,588	23,588	17,693	23,588	17,188
<b>70 - SERVICES Totals:</b>		<b>\$62,854</b>	<b>\$76,708</b>	<b>\$86,852</b>	<b>\$52,997</b>	<b>\$73,758</b>	<b>\$75,426</b>
<b>2130 - CRIMINAL INVESTIGATIONS Totals:</b>		<b>\$1,656,903</b>	<b>\$1,873,132</b>	<b>\$1,887,887</b>	<b>\$1,279,822</b>	<b>\$1,872,175</b>	<b>\$1,905,374</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-2150-441.4110	FULLTIME SALARIES & WAGES	\$154,259	\$168,561	\$168,561	\$119,637	\$168,516	\$179,058
001-2150-441.4130	OVERTIME PAY	39,349	15,000	15,000	23,534	38,379	15,000
001-2150-441.4131	HOLIDAY HRS WORKED	68	350	350	0	150	350
001-2150-441.4143	LONGEVITY PAY	630	750	750	855	855	1,360
001-2150-441.4145	INCENTIVE-CERTIFICATE PAY	1,680	1,680	1,680	1,120	1,680	1,680
001-2150-441.4149	CELL PHONE ALLOWANCE	420	420	420	280	420	420
001-2150-441.4710	SOCIAL SECURITY/MEDICARE	14,140	13,342	13,342	10,226	13,635	13,737
001-2150-441.4720	TMRS RETIREMENT	31,384	29,387	29,387	22,929	30,572	31,006
001-2150-441.4810	HEALTH/DENTAL INSURANCE	29,315	35,071	35,071	24,666	35,071	37,602
001-2150-441.4820	LIFE INSURANCE	437	469	469	315	469	497
001-2150-441.4830	DISABILITY INSURANCE	453	486	486	334	486	518
001-2150-441.4840	WORKERS COMP INSURANCE	2,058	2,351	2,351	863	2,351	3,485
001-2150-441.4850	EAP SERVICES	223	232	232	149	232	232
001-2150-441.4890	FLEX PLAN ADMINISTRATION	83	86	86	55	86	86
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$274,499</b>	<b>\$268,185</b>	<b>\$268,185</b>	<b>\$204,964</b>	<b>\$292,902</b>	<b>\$285,031</b>
<b>50 - SUPPLIES</b>							
001-2150-441.5200	PERSONNEL SUPPLIES	\$962	\$2,000	\$2,000	\$1,793	\$2,390	\$2,000
001-2150-441.5301	FUEL	7,314	10,749	10,749	2,700	9,600	10,749
001-2150-441.5400	OPERATING SUPPLIES	10,625	17,500	17,579	12,671	16,894	17,500
001-2150-441.5800	OPERATING EQUIPMENT <\$5000	794	3,500	3,500	0	1,300	3,000
<b>50 - SUPPLIES Totals:</b>		<b>\$19,695</b>	<b>\$33,749</b>	<b>\$33,828</b>	<b>\$17,163</b>	<b>\$30,185</b>	<b>\$33,249</b>
<b>60 - MAINTENANCE</b>							
001-2150-441.6300	VEHICLE MAINTENANCE	\$2,487	\$3,500	\$3,700	\$2,080	\$2,773	\$3,730
<b>60 - MAINTENANCE Totals:</b>		<b>\$2,487</b>	<b>\$3,500</b>	<b>\$3,700</b>	<b>\$2,080</b>	<b>\$2,773</b>	<b>\$3,730</b>
<b>70 - SERVICES</b>							
001-2150-441.7212	MEDICAL EXAMINATIONS	\$0	\$1,800	\$1,800	\$0	\$0	\$1,800
001-2150-441.7311	VEHICLE INSURANCE	2,230	2,435	2,435	2,327	2,327	2,541
001-2150-441.7400	OPERATING SERVICES	1,170	2,800	2,950	2,264	3,018	3,980
001-2150-441.7410	ADOPTION RELATED SERVICES	22,540	16,000	26,175	13,916	26,175	35,000
001-2150-441.7498	JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	500
001-2150-441.7510	TRAINING	895	2,000	2,000	1,025	1,367	2,000
001-2150-441.7520	TRAVEL REIMBURSEMENTS	1,520	4,000	4,000	788	1,751	4,020
001-2150-441.7530	MEMBERSHIPS	100	200	200	100	100	200
001-2150-441.7612	TELEPHONE/COMMUNICATIONS	1,423	0	0	0	0	0
001-2150-441.7620	JANITORIAL SERVICES	29,316	30,000	30,000	19,544	30,000	30,000
001-2150-441.7800	CONTRACT SERVICES	549	1,000	1,000	558	744	1,000
001-2150-441.7831	VEHICLE LEASE-INTERNAL	8,668	8,668	8,668	6,499	8,668	8,668
<b>70 - SERVICES Totals:</b>		<b>\$68,411</b>	<b>\$68,903</b>	<b>\$79,228</b>	<b>\$47,021</b>	<b>\$74,150</b>	<b>\$89,709</b>
<b>2150 - ANIMAL CONTROL Totals:</b>		<b>\$365,092</b>	<b>\$374,337</b>	<b>\$384,941</b>	<b>\$271,228</b>	<b>\$400,009</b>	<b>\$411,719</b>

# Friendswood Volunteer Fire Department

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### Mission Statement

It is the mission of the Friendswood Volunteer Fire Department to:

- Provide efficient and effective emergency fire & rescue services
- Provide efficient and effective advanced emergency medical care
- Provide education in all areas of life safety including but not limited to fire prevention, injury prevention, child safety & CPR training

To meet this mission, the Friendswood Volunteer Fire Department shall:

- Provide its members with up to date equipment
- Provide its members with the necessary training in order to be able to provide professional service in a safe and effective manner
- Provide significant monetary savings to the city and citizens of Friendswood through the use of highly skilled and dedicated volunteers

We live by our slogan of: **Neighbors Serving Neighbors**

And we are happy to be: **Celebrating over 65 Years of Service**

### Current Operations

The Friendswood Volunteer Fire Department, Inc. (FVFD) is a 501(c)(3) non-profit corporation that was created in 1951 and is dedicated to the protection of life and property by providing fire suppression, rescue, EMS services, hazardous material response, and public education on fire and injury prevention to the citizens of Friendswood. The 97 dedicated volunteers of the FVFD provide organization, administration, public education, and maintenance, training, and volunteer manpower. These volunteers are supplemented by a small staff of part-time paid personnel who help provide services during the normal workdays. The City provides the Fire Department with Fire and EMS vehicles and other required capital equipment, four fire stations, dispatch services and an operating budget that provides the necessary funds for management and operation of the Department. The City and the FVFD signed a contract for services which was effective beginning October 1, 2004. The FVFD is responsible for the operations and management of the part-time crew and full-time employees of the FVFD. The FVFD is responsible for administering one full-time paid supervisor a fire captain, one full time paramedic, one full time administrative manager and one part-time clerk and a pool of part-time firefighters, paramedics, and emergency medical technicians. This contract has also established performance standards and reporting requirements for the services we provide to the city.

The use of volunteers saves the City an estimated \$5.9 million dollars (\$5,900,000) annually in salaries over what it would cost to provide a city of our size with a minimal level of services with a full paid department. Approximately 48,000 man-hours are provided by volunteers performing fire suppression, rescue, EMS services, administration and management, and providing public education to the citizens of Friendswood. This is not

## Volunteer Fire Department

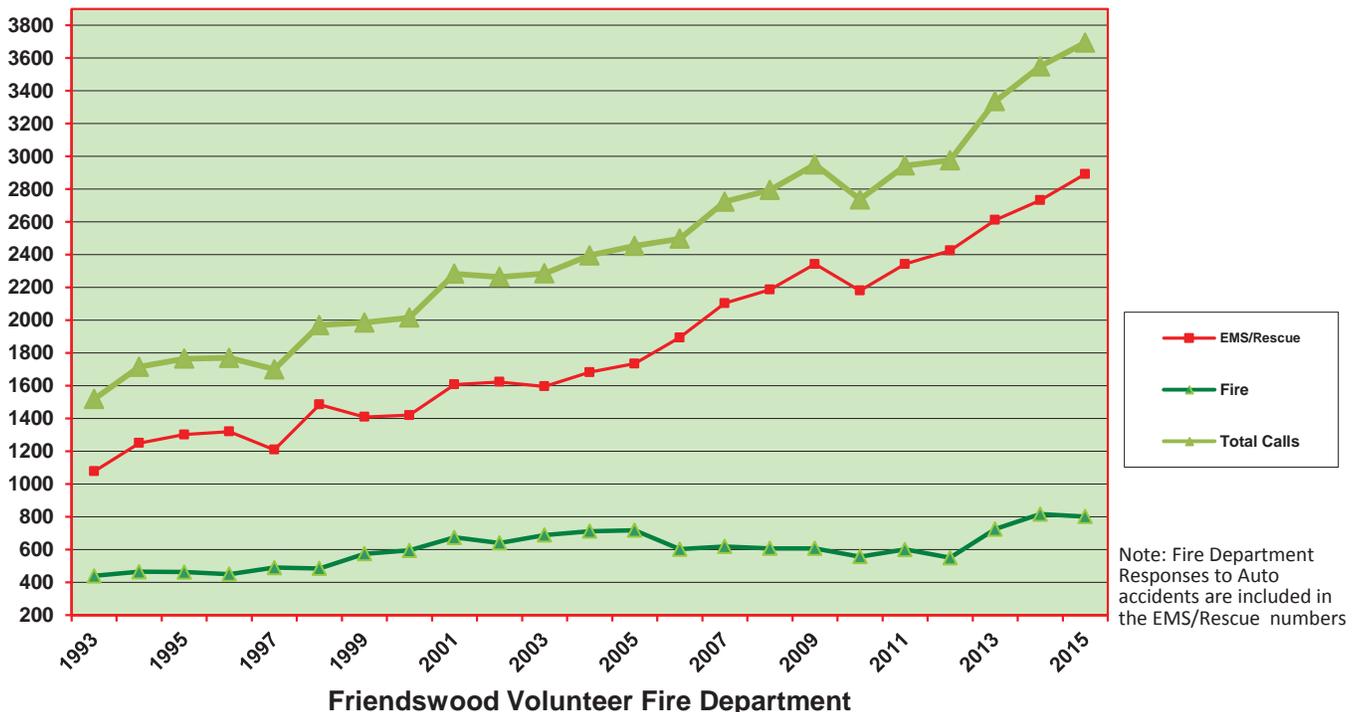
taking into account the countless hours spent standing-by on-call in town ready to respond to an emergency.

Since 1992 the FVFD Fire and EMS has experienced a 257% growth in call volume as the city has grown in population and buildings. In 1992 the department responded to 1,433 calls for service. This past year 2015, the Department responded to over 3,694 calls for service. We anticipate those calls for service to continue to rise in FY 2017, with EMS calls having the greatest increase in number. As call volume increases so does the overall cost of providing the services and the manpower needed to support the activities.

The FVFD has two operational divisions, the Fire and EMS Divisions. A third division, the **Administrative Division** manages the administrative affairs of the department primarily related to financial matters and payroll, personnel management, recruitment issues, and facilities management. The Administrative Division is also responsible for public relations, which are beneficial to the fund raising and public awareness efforts of the department.

The **Fire Division** consists of 68 members who provide emergency fire suppression services and rescue services as well as related non-emergency functions such as public education of fire prevention, personnel training and equipment maintenance. These volunteers respond from four fire stations within the city. Fire service personnel participate in the "State Fireman's & Fire Marshal's Association" and/or the "Texas Commission on Fire Protection" certification programs. The FVFD also has contracts to provide fire and rescue service to portions of both unincorporated Harris and Galveston counties. During the past year the Fire Division has provided over 7,905 hours of training to their volunteer membership.

**Total Emergency Calls for Service**



## Volunteer Fire Department

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The **EMS Division** consists of 31 volunteers providing emergency medical care and transport to the residents of the City. These members staff three Advanced Life Support ambulances and four first responder vehicles as well as a supervisor's vehicle. All EMS services are provided in accordance with Texas Department of State Health Services (TDSHS) requirements for emergency medical providers. All personnel are certified through the TDSHS, which requires a minimum 160 hours training for an ECA and up to 2,200 hours of training for a Paramedic, followed by required continuing education.

In addition to the training and emergency medical care, these volunteers are also very active in providing equipment maintenance and preparedness as well as public education on injury prevention and basic first aid. The EMS Division also has several unique and award winning programs in place that are supported by this budget as well as grants and donations. These programs include our Kid Care Program, the Children's Immunization Program, and the EMS Tactical Medics Unit. The EMS Division was awarded the State of Texas's top honor being named the Outstanding Volunteer EMS Provider of the Year in 2001 in recognition of the high standards of the program and services provided to the citizens of Friendswood. The EMS Division was again awarded this recognition in 2007, becoming one of the few EMS Providers in the State to have won more than once.

In early 2011, Friendswood EMS was awarded the U.S. Congressional Fire Service Institute and Medic-Alert Foundation's "National Excellence in Fire-Service Based EMS for 2010". In 2012 Friendswood EMS was again recognized for its innovative and outstanding operations and was named the 2012 National Volunteer EMS Provider of the Year by EMS World Magazine. EMS Chief Lisa Camp and EMS members traveled to New Orleans, LA to accept this prestigious award. During 2013 and again in early 2014, the Friendswood EMS received major national recognition awards. This past year the FVFD EMS was recognized with the "Gold Award" by the American Heart Association in recognition of its outstanding performance and results in the management of pre-hospital cardiac care.

**Volunteer Fire Department**  
**Highlights of the Budget**

**Departmental Measures**

(City's Contribution to) Volunteer Fire Department	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Forecast
<b>Inputs</b>					
Number of full time equivalents (FTE's)	0	0	0	0	0
City's Contribution to FVFD Expenditures	\$1,280,265	\$1,442,162	\$1,499,035	\$1,504,175	\$1,598,698
<b>Measures of Efficiency</b>					
City's average monthly contribution to FVFD	\$106,689	\$120,180	\$124,920	\$125,348	\$133,225
City's contribution to FVFD per capita	\$33.27	\$36.96	\$38.22	\$38.35	\$40.62

**Decision Package Operational Requests / Forces at work**

Additional funding is requested to cover the following decision package requests. These requests include forces-at-work (FAW), Capital Funding from City Capital Funds, and supplemental funding requests (those capital requests funded by the Fire/EMS Water Donation Fund are listed separately below). These requests are submitted in a priority order as ranked by the FVFD and approved by the FVFD membership:

**The following decision packages are included with the FY17 adopted budget:**

Description	Amount
Forces at Work - FVFD Internet Service	\$1,200

Division	Description	Amount
Fire	Vehicle Maintenance Cost Increase-Fire Division	\$15,000
Admin	Add one full-time Paramedic Supervisor to current paid staffing (24 hr/7days week) 1 FTE	\$60,963
Fire	Fire Bunker Gear Replacement Budget Increase	\$10,000
Fire	SCBA Replacement Program - Budget Increase	\$9,000
Fire	Firefighter Training Funds Increase	\$8,500
Fire	Replacement non-capital operating equipment for Fire Division	\$10,000

## Volunteer Fire Department

The following decision packages are not included with the FY17 adopted budget:

Admin	Increase Contribution to Volunteer Pension Fund	\$14,400
Admin	Health Insurance Cost Increase	\$5,500
Admin	Annual Required Financial Audit	\$5,000
Admin	Part-Time Staff Pay Increase	\$10,950
EMS	Equipment Maintenance Agreements - EMS - LifePak 15 and Lukus Systems	\$5,000
Fire	Communications Equipment Replacement - Fire Division	\$4,000
EMS	Cellular Service Cost Increase for MDT's Cardiac Monitors	\$5,000
Admin	Increased Building Maintenance Budget partially due to adding 4th Station and impact of aging buildings	\$14,500
EMS	Medical Supplies Cost Increase	\$10,000
EMS	Electronic Patient Care Report System - annual maintenance fee increase Software Support for PCR System (ASP ESO System Support)	\$5,000
Admin	Increase for insurance costs (vehicle Insurance, AD&D, workers comp)	\$5,000
Admin	Community Events/Awards Banquet Increase	\$4,000
Admin	Annual Performance Increase for FT Staff (5 FTE FT Staff	\$10,000

### Capital Equipment:

In our 15-year capital equipment replacement plan which is submitted each year along with our budget requests, we have the following capital equipment and vehicles identified for purchase this fiscal year using funding provided through the Fire /EMS Fund Water Bill Donation Fund account managed by the FVFD. A full copy of the FVFD 15 year Capital Replacement Plan is available by request from FVFD.

Description	Amount
Lease Payment -- 8th and final payment for Engine 21	\$61,680
Lease Payment -- 2nd of 8 payments Engine 23	\$72,000
Lease Payment -- 6 <sup>th</sup> of 8 payments Engine 22	\$72,000
Replace Assistant Fire Chief's Vehicle (Car 2102)	\$40,000
Replace Assistant Fire Chief's Vehicle (Car 2103)	\$40,000
Replace Medic Car 41	\$31,000
Replace EMS Chief's Vehicle	\$40,000
Replace EMS Stretchers (3 @ \$14,000 each)	\$37,500
Replace Squad 3	\$50,000
Replace Squad 4	\$50,000
Automatic Defibrillators – Replacement	\$20,000
Replace Boat Motor for Boat 2	\$20,000
<b>Total Request from Fire/EMS Fund</b>	<b>\$524,180</b>

## Volunteer Fire Department

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### Capital Improvement Plan:

In the Capital Improvement Plan we have the following items identified:

### Fire Training Field Improvements:

Fire Training Field Improvements	\$425,000
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### New Headquarters Fire Station to Replace Station #1 and Expansion to Station #4:

#### Bond Funded Projects:

Renovation and Expansion of Fire Station #4 and New Headquarters Fire Station #1	\$ 6,565,000
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<b>Total Request for the City's CIP Plan</b>	<b>\$6,990,000</b>
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(This request will be partially funded by the Bond Election approved in 2014.) Funding for the Stations is covered by the Bond funds, the Training Field Improvements are included in the CIP.

**FRIENDSWOOD VOLUNTEER FIRE DEPT  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 CURRENT SERVICES	ADOPTED DP/FAW	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
FIRE ADMINISTRATION	\$1,442,162	\$1,499,035	\$1,499,735	\$1,134,356	\$1,504,175	\$1,484,035	\$114,663	\$1,598,698	6.6%
<b>DEPARTMENT TOTAL</b>	<b>\$1,442,162</b>	<b>\$1,499,035</b>	<b>\$1,499,735</b>	<b>\$1,134,356</b>	<b>\$1,504,175</b>	<b>\$1,484,035</b>	<b>\$114,663</b>	<b>\$1,598,698</b>	<b>6.6%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 CURRENT SERVICES	ADOPTED DP/FAW	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SERVICES	\$1,442,162	\$1,499,035	\$1,499,735	\$1,134,356	\$1,504,175	\$1,484,035	\$114,663	\$1,598,698	6.6%
<b>CLASSIFICATION TOTAL</b>	<b>\$1,442,162</b>	<b>\$1,499,035</b>	<b>\$1,499,735</b>	<b>\$1,134,356</b>	<b>\$1,504,175</b>	<b>\$1,484,035</b>	<b>\$114,663</b>	<b>\$1,598,698</b>	<b>6.6%</b>

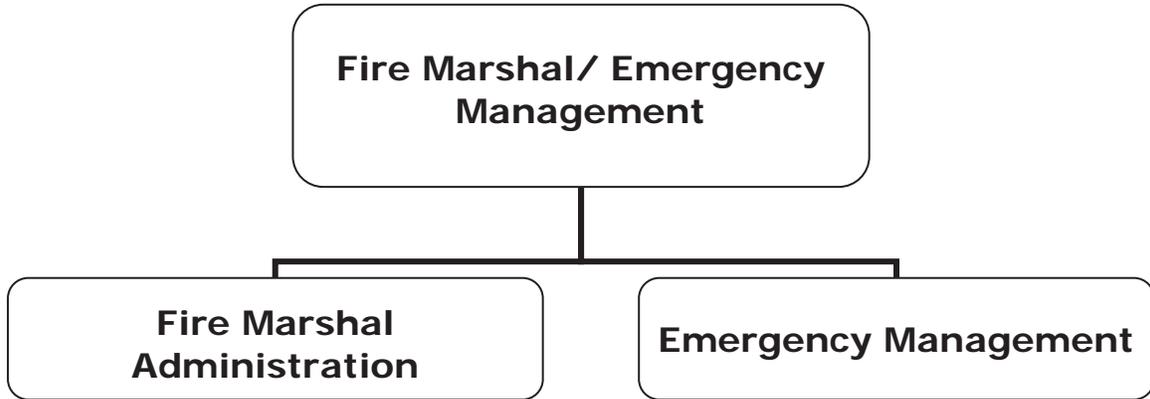
**PERSONNEL SUMMARY BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 CURRENT SERVICES	ADOPTED DP/FAW	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
FIRE ADMINISTRATION	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
<b>PERSONNEL TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>

2201 - FIRE ADMINISTRATION-FVFD

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>70 - SERVICES</b>							
001-2201-422.7861	FIRE/EMS SERVICES	\$1,409,552	\$1,469,035	\$1,469,735	\$1,101,776	\$1,469,735	\$1,568,698
001-2201-422.7862	FIRE/EMS SERVICE RUNS	32,610	30,000	30,000	32,580	34,440	30,000
<b>70 - SERVICES Totals:</b>		<b>\$1,442,162</b>	<b>\$1,499,035</b>	<b>\$1,499,735</b>	<b>\$1,134,356</b>	<b>\$1,504,175</b>	<b>\$1,598,698</b>
<b>2201 - FIRE ADMINISTRATION-FVFD Totals:</b>		<b>\$1,442,162</b>	<b>\$1,499,035</b>	<b>\$1,499,735</b>	<b>\$1,134,356</b>	<b>\$1,504,175</b>	<b>\$1,598,698</b>

## Fire Marshal's Office



### Mission Statement

It is the mission of the Friendswood Fire Marshal's Office and the Office of Emergency Management to provide the highest quality of services to the people who live, work and visit the City of Friendswood.

### Current Operations

#### Fire Marshal's Office

The Fire Marshal's Office (FMO) has the primary responsibility of investigating fires, hazardous material incidents, and environmental incidents. The FMO investigates fires for origin and cause, and is responsible for filing appropriate criminal charges that may arise from an investigation. Fire prevention activities include business/commercial inspections, review of new building plans, and design approval of fire alarm and sprinkler systems. Fire safety public education programs are presented year-around by request from the public. The FMO also monitors fire lane violations, illegal use of fireworks, life safety violations, and issues citations as warranted. The FMO coordinates with pipeline companies to maintain current mapping of pipeline locations and company contact information.

The Fire Marshal, Deputy Director, and two (2) Deputy Fire Marshals are state certified peace officers, arson investigators, fire inspectors, and instructors. The part-time inspectors are state certified fire inspectors.

#### Office of Emergency Management

The Office of Emergency Management (OEM) is responsible for the emergency preparedness program with the Fire Marshal serving as the Emergency Management Coordinator. The OEM is responsible for maintaining and implementing the city's Emergency Operations Plan (EOP).

The OEM received State and FEMA approval of the September 2015 Hazard Mitigation Plan. The Mitigation Plan must be reviewed, updated and resubmitted every five (5) years. The Mitigation Planning Committee also agreed to participate in the review and update of the Galveston County 2015 Hazard Mitigation Plan. The OEM provides and distributes emergency preparedness materials to citizens and businesses through a public education outreach program. To maintain compliance with the National Incident Management System (NIMS), OEM staff members continue to conduct training programs for emergency management operations and response procedures to all city staff members and elected officials.

The Fire Marshal's Office maintains the Emergency Operations Center (EOC) enabling quick activation to support any emergency or non-emergency operation utilizing an all hazards approach. The OEM strives to improve the City's Public Safety response capabilities through planning efforts and coordination with Harris and Galveston Counties.

**Accomplishments in Fiscal Year 2015**

- Completed a total of 900 annual and 612 follow-up type inspections on all commercial businesses, institutions, foster homes, nursing homes, and apartment complexes for a grand total of 1,512 inspections within the city, to ensure compliance with fire and life safety codes.
- Maintained all emergency management plans at the Advanced Preparedness Level as recognized by the State of Texas to ensure Emergency Management Performance Grant (EMPG) eligibility
- Received final approval of the city's Hazard Mitigation Plan from Texas Department of Emergency Management (TDEM) and Federal Emergency Management Agency (FEMA).
- Completed the review and update of the Fire Marshal's Policies and Procedures Manual and developed a Body Worn Camera Directive.

**Highlights of the Budget**

**The following decision packages are included with the FY17 adopted budget:**

<b>Description</b>		<b>Amount</b>
Replace a total of 129 FVFD radios – 700 MHz/narrow banding radio migration (capital lease funded)	One Time Cost	\$384,600

### 2016-2017 Departmental Goals and Performance Measures

#### Major Departmental Goals:

- Conduct thorough annual fire prevention inspections in all facilities (commercial businesses, apartment complexes, schools, city facilities, day care facilities, foster homes and nursing homes) within the City to reduce the number of fire code violations, life safety hazards and the number of fires.
- Participate in the Design Review Committee (DRC) meetings to address developer and contractor questions during the conceptual stages of the development process.
- Review and complete all submitted plan reviews within two working days (48 hours).
- Instruct, educate, and inform the public in aspects of fire safety and prevention, along with emergency preparedness training, through awareness and educational programs.
- Review or update the emergency preparedness planning documents within a five-year cycle per FEMA and Texas Department of Emergency Management (TDEM) guidelines.
- Meet and maintain state and federal mandated continuing education training requirements for full-time employees.

#### Supports the City's Strategic Goals:

1-Communication, 4-Partnerships, 5- Public Safety, and 6-Organizational Development

## Fire Marshal

Fire Marshal's Office and Emergency Management	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Forecast
<b>Inputs – Fire Marshal's Office</b>					
# of full time equivalents (FTE's)	5.20	5.20	5.20	5.20	5.20
Division Expenditures	\$532,275	\$629,444	\$669,612	\$661,060	\$694,938
<b>Inputs – Emergency Management</b>					
# of full time equivalents (FTE's)	1.4	1.4	1.4	1.4	1.4
Division Expenditures	\$168,529	\$173,252	\$163,802	\$208,040	\$160,830
<b>Inputs – Storm</b>					
# of full time equivalents (FTE's)	0.0	0.0	0.0	0.0	0.0
Division Expenditures	\$0	\$0	\$0	\$186,680	\$0
<b>Outputs</b>					
# of Total Inspections Conducted	1,427	1,512	1,450	1,300	1,400
# of Hours from Total Inspections Conducted	628	593	530	470	550
# of Building Plans Reviewed	150	252	230	250	200
# of DRC's Meetings Attended	74	57	45	35	40
# of Life Safety/Fire Code Complaints Investigated	10	14	15	20	18
# of Fire/Life Safety Investigations	22	12	15	10	15
# of Educational Classes Presented	16	29	25	22	20
# of Instructional Staff Hours	23	48	30	36	30
Annual total hours of all FMO/OEM staff training attended (Based on an estimated 325 hours/year)	589	475	450	475	450
# of EOP, Supplemental Annexes & Planning Document Reviews Conducted and Submitted	5	5	6	6	6
Hazard Mitigation Plan Review and submittal for FEMA approval (current plan dated 11/2015)	--	Submitted	Approved	Approved	--
<b>Measures of Effectiveness</b>					
% of Commercial Businesses Inspected	100%	100%	100%	100%	100%
Average Time for each Inspection	25-30 minutes	21-26 minutes	23-28 minutes	23-28 minutes	24-29 minutes
% of Building Plans reviewed in 48 hours	90%	94%	94%	96%	95%
% of annual training met based on the average minimum requirement of 250 hours per year	100%	100%	100%	100%	100%
Maintained Advanced Level of Emergency Preparedness by reviewing and updating the EOP and annexes (% approved by State)	100%	100%	100%	100%	100%
<b>Measures of Efficiency – Fire Marshal's Office</b>					
Division expenditures per capita	\$13.83	\$16.13	\$17.07	\$16.86	\$17.66
<b>Measures of Efficiency – Emergency Management</b>					
Division expenditures per capita	\$4.38	\$4.44	\$4.18	\$5.30	\$4.09
<b>Measures of Efficiency – Storm</b>					
Division expenditures per capita	\$0.00	\$0.00	\$0.00	\$4.76	\$0.00

**FIRE MARSHAL'S OFFICE  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION	\$629,444	\$669,612	\$670,525	\$442,746	\$661,060	\$694,938	3.8%
EMERGENCY MANAGEMENT	173,252	163,802	229,535	151,842	208,040	160,830	-1.8%
STORM	0	0	186,680	186,680	186,680	0	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$802,697</b>	<b>\$833,414</b>	<b>\$1,086,740</b>	<b>\$781,268</b>	<b>\$1,055,779</b>	<b>\$855,768</b>	<b>2.7%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$648,679	\$683,083	\$683,083	\$457,583	\$679,198	\$706,905	3.5%
SUPPLIES	78,132	51,231	94,309	63,097	91,830	51,896	1.3%
MAINTENANCE	7,845	9,730	10,477	4,059	7,162	11,280	15.9%
SERVICES	55,155	89,370	291,360	249,019	270,079	85,687	-4.1%
CAPITAL OUTLAY	12,885	0	7,511	7,511	7,511	0	0.0%
<b>CLASSIFICATION TOTAL</b>	<b>\$802,697</b>	<b>\$833,414</b>	<b>\$1,086,740</b>	<b>\$781,268</b>	<b>\$1,055,779</b>	<b>\$855,768</b>	<b>2.7%</b>

**PERSONNEL SUMMARY BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION	5.20	5.20	5.20	5.20	5.20	5.20	0.0%
EMERGENCY MANAGEMENT	1.40	1.40	1.40	1.40	1.40	1.40	0.0%
<b>PERSONNEL TOTAL</b>	<b>6.60</b>	<b>6.60</b>	<b>6.60</b>	<b>6.60</b>	<b>6.60</b>	<b>6.60</b>	<b>0.0%</b>

2501 - FIRE MARSHAL/ADMINISTRATION

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-2501-422.4110	FULLTIME SALARIES & WAGES	\$346,867	\$371,934	\$371,934	\$249,906	\$368,207	\$385,235
001-2501-422.4130	OVERTIME PAY	15,381	16,000	16,000	15,362	17,362	16,000
001-2501-422.4131	HOLIDAY HRS WORKED	1,541	310	310	545	1,727	310
001-2501-422.4143	LONGEVITY PAY	2,690	2,285	2,285	2,285	2,285	2,780
001-2501-422.4145	INCENTIVE-CERTIFICATE PAY	9,500	10,200	10,200	6,800	10,200	10,200
001-2501-422.4149	CELL PHONE ALLOWANCE	4,620	4,860	4,860	3,225	4,860	4,800
001-2501-422.4190	ACCRUED PAYROLL	6,097	0	0	0	0	0
001-2501-422.4220	PART-TIME WAGES	50,242	50,728	50,728	28,612	48,149	50,728
001-2501-422.4710	SOCIAL SECURITY/MEDICARE	32,033	32,783	32,783	22,048	32,783	33,040
001-2501-422.4720	TMRS RETIREMENT	62,192	63,828	63,828	43,784	63,828	65,712
001-2501-422.4810	HEALTH/DENTAL INSURANCE	31,632	39,914	39,914	27,444	39,914	42,688
001-2501-422.4820	LIFE INSURANCE	964	1,024	1,024	632	1,024	1,068
001-2501-422.4830	DISABILITY INSURANCE	1,006	1,073	1,073	661	1,073	1,114
001-2501-422.4840	WORKERS COMP INSURANCE	3,639	4,512	4,512	1,396	4,512	6,532
001-2501-422.4850	EAP SERVICES	547	581	581	279	581	523
001-2501-422.4890	FLEX PLAN ADMINISTRATION	210	234	234	54	234	86
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$569,161</b>	<b>\$600,266</b>	<b>\$600,266</b>	<b>\$403,035</b>	<b>\$596,740</b>	<b>\$620,816</b>
<b>50 - SUPPLIES</b>							
001-2501-422.5100	OFFICE SUPPLIES	\$841	\$1,100	\$1,100	\$505	\$1,024	\$1,100
001-2501-422.5200	PERSONNEL SUPPLIES	3,428	3,571	3,571	386	3,014	3,300
001-2501-422.5300	VEHICLE SUPPLIES	150	200	200	0	150	200
001-2501-422.5301	FUEL	4,846	6,500	6,500	2,079	5,772	6,500
001-2501-422.5400	OPERATING SUPPLIES	5,309	4,000	4,000	3,401	4,534	5,000
001-2501-422.5800	OPERATING EQUIPMENT<\$5000	10,525	8,015	8,015	4,429	8,405	11,980
<b>50 - SUPPLIES Totals:</b>		<b>\$25,099</b>	<b>\$23,386</b>	<b>\$23,386</b>	<b>\$10,800</b>	<b>\$22,900</b>	<b>\$28,080</b>
<b>60 - MAINTENANCE</b>							
001-2501-422.6300	VEHICLE MAINTENANCE	\$4,057	\$4,005	\$4,005	\$2,581	\$3,442	\$5,555
001-2501-422.6800	EQUIPMENT MAINTENANCE	2,278	1,000	1,747	263	1,350	1,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$6,335</b>	<b>\$5,005</b>	<b>\$5,752</b>	<b>\$2,844</b>	<b>\$4,792</b>	<b>\$6,555</b>
<b>70 - SERVICES</b>							
001-2501-422.7311	VEHICLE INSURANCE	\$2,536	\$2,772	\$2,772	\$2,596	\$2,596	\$2,782
001-2501-422.7322	LAW ENFORCEMENT	2,238	3,920	3,920	2,442	2,442	2,442
001-2501-422.7350	SURETY BONDS	71	71	71	0	71	0
001-2501-422.7400	OPERATING SERVICES	2,678	4,440	4,440	1,261	4,181	4,440
001-2501-422.7401	POSTAL / COURIER SERVICES	6	250	250	6	25	250
001-2501-422.7494	PERMITS/INSPECTION/TEST	765	855	855	595	793	926
001-2501-422.7497	RECRUITMENT ADVERTISING	0	84	84	0	0	84
001-2501-422.7510	TRAINING	3,641	4,600	4,600	2,965	3,953	4,600
001-2501-422.7520	TRAVEL REIMBURSEMENTS	1,357	3,440	3,440	1,776	2,368	3,440
001-2501-422.7530	MEMBERSHIPS	530	1,525	1,525	795	1,525	1,525
001-2501-422.7612	TELEPHONE/COMMUNICATIONS	144	0	0	0	144	0
001-2501-422.7730	INTERNET/WIRELESS SERVICE	2,135	2,600	2,766	1,374	2,135	2,600
001-2501-422.7800	CONTRACT SERVICES	0	3,500	3,500	2,700	3,500	3,500
001-2501-422.7830	RENTAL	0	150	150	0	150	150
001-2501-422.7831	VEHICLE LEASE-INTERNAL	12,748	12,748	12,748	9,559	12,745	12,748
<b>70 - SERVICES Totals:</b>		<b>\$28,849</b>	<b>\$40,955</b>	<b>\$41,121</b>	<b>\$26,068</b>	<b>\$36,628</b>	<b>\$39,487</b>
<b>2501 - FIRE MARSHAL/ADMINISTRATION Totals:</b>		<b>\$629,444</b>	<b>\$669,612</b>	<b>\$670,525</b>	<b>\$442,746</b>	<b>\$661,060</b>	<b>\$694,938</b>

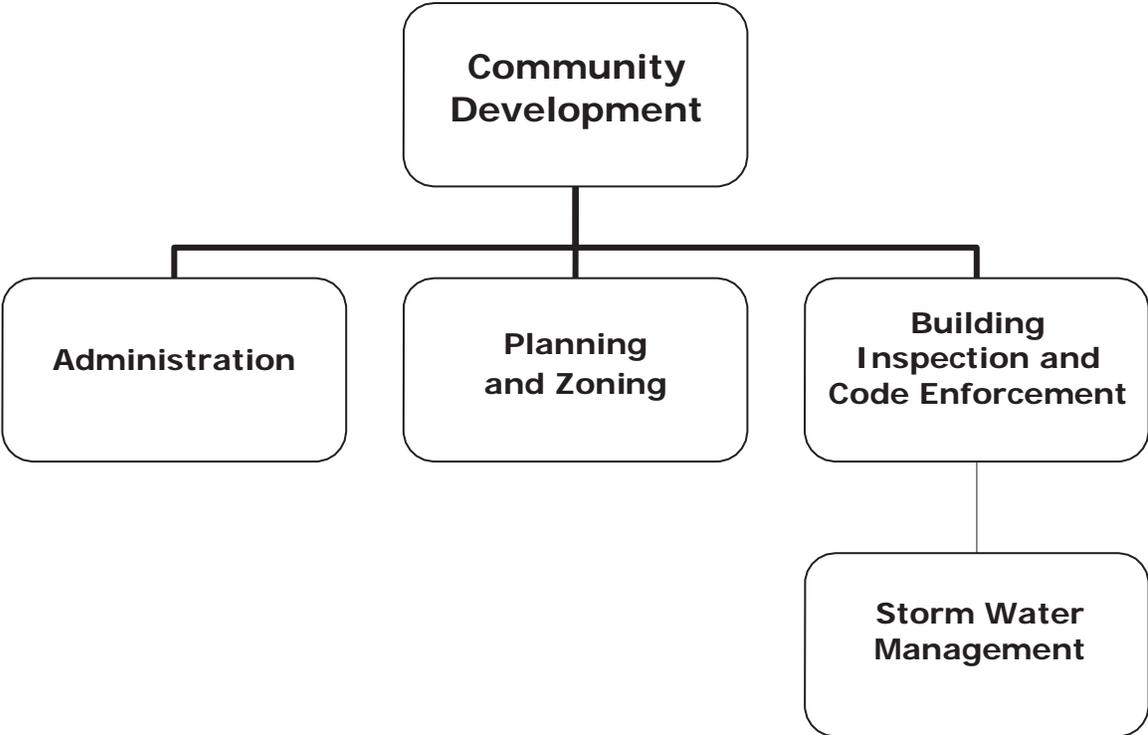
2510 - FIRE MARSHAL/EMERGENCY MANAGEMENT

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-2510-422.4110	FULLTIME SALARIES & WAGES	\$38,913	\$40,291	\$40,291	\$26,949	\$39,932	\$41,718
001-2510-422.4130	OVERTIME PAY	1,507	1,442	1,442	650	1,442	1,442
001-2510-422.4143	LONGEVITY PAY	805	865	865	865	865	980
001-2510-422.4145	INCENTIVE-CERTIFICATE PAY	2,100	2,100	2,100	1,350	2,100	2,100
001-2510-422.4149	CELL PHONE ALLOWANCE	540	540	540	405	540	720
001-2510-422.4220	PART-TIME WAGES	17,877	18,437	18,437	11,552	18,437	19,090
001-2510-422.4710	SOCIAL SECURITY/MEDICARE	4,665	4,809	4,809	3,131	4,809	4,953
001-2510-422.4720	TMRS RETIREMENT	7,009	7,119	7,119	4,619	7,119	7,359
001-2510-422.4810	HEALTH/DENTAL INSURANCE	5,665	6,774	6,774	4,764	6,774	7,249
001-2510-422.4820	LIFE INSURANCE	110	113	113	75	113	116
001-2510-422.4830	DISABILITY INSURANCE	114	116	116	78	116	120
001-2510-422.4840	WORKERS COMP INSURANCE	72	73	73	22	73	104
001-2510-422.4850	EAP SERVICES	119	116	116	75	116	116
001-2510-422.4890	FLEX PLAN ADMINISTRATION	22	22	22	14	22	22
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$79,518</b>	<b>\$82,817</b>	<b>\$82,817</b>	<b>\$54,548</b>	<b>\$82,458</b>	<b>\$86,089</b>
<b>50 - SUPPLIES</b>							
001-2510-422.5100	OFFICE SUPPLIES	\$709	\$900	\$900	\$484	\$846	\$900
001-2510-422.5200	PERSONNEL SUPPLIES	132	500	500	0	375	500
001-2510-422.5301	FUEL	1,391	3,814	3,814	0	2,000	3,814
001-2510-422.5400	OPERATING SUPPLIES	3,904	4,600	4,777	4,381	4,777	6,250
001-2510-422.5800	OPERATING EQUIPMENT<\$5000	46,897	18,031	60,932	47,431	60,932	12,352
<b>50 - SUPPLIES Totals:</b>		<b>\$53,033</b>	<b>\$27,845</b>	<b>\$70,923</b>	<b>\$52,297</b>	<b>\$68,930</b>	<b>\$23,816</b>
<b>60 - MAINTENANCE</b>							
001-2510-422.6800	EQUIPMENT MAINTENANCE	\$1,510	\$4,725	\$4,725	\$1,215	\$2,370	\$4,725
<b>60 - MAINTENANCE Totals:</b>		<b>\$1,510</b>	<b>\$4,725</b>	<b>\$4,725</b>	<b>\$1,215</b>	<b>\$2,370</b>	<b>\$4,725</b>
<b>70 - SERVICES</b>							
001-2510-422.7400	OPERATING SERVICES	\$10,972	\$17,215	\$17,215	\$11,132	\$17,215	\$12,265
001-2510-422.7510	TRAINING	2,544	2,965	2,965	724	2,465	2,665
001-2510-422.7520	TRAVEL REIMBURSEMENTS	3,473	3,250	3,250	2,875	3,250	4,250
001-2510-422.7530	MEMBERSHIPS	840	1,140	1,140	765	1,140	1,490
001-2510-422.7612	TELEPHONE/COMMUNICATIONS	4,452	5,570	5,714	3,838	5,118	5,655
001-2510-422.7730	INTERNET/WIRELESS SERVICE	1,895	3,700	3,700	1,937	2,583	3,375
001-2510-422.7800	CONTRACT SERVICES	2,130	6,500	21,500	15,000	15,000	6,500
001-2510-422.7841	ENVIRONMENTAL CLEAN UP	0	8,075	8,075	0	0	10,000
<b>70 - SERVICES Totals:</b>		<b>\$26,306</b>	<b>\$48,415</b>	<b>\$63,559</b>	<b>\$36,271</b>	<b>\$46,771</b>	<b>\$46,200</b>
001-2510-422.8400	CAPITAL OPERATING EQUIP	\$0	\$0	\$7,511	\$7,511	\$7,511	\$0
001-2510-422.8800	CAPITAL EQUIPMENT	12,885	0	0	0	0	0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$12,885</b>	<b>\$0</b>	<b>\$7,511</b>	<b>\$7,511</b>	<b>\$7,511</b>	<b>\$0</b>
<b>2510 - FIRE MARSHAL/EMERGENCY MANAGEMENT Totals:</b>		<b>\$173,252</b>	<b>\$163,802</b>	<b>\$229,535</b>	<b>\$151,842</b>	<b>\$208,040</b>	<b>\$160,830</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>70 - SERVICES</b>							
001-2513-422.7800	CONTRACT SERVICES	\$0	\$0	\$186,680	\$186,680	\$186,680	\$0
<b>70 - SERVICES Totals:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$186,680</b>	<b>\$186,680</b>	<b>\$186,680</b>	<b>\$0</b>
<b>2513 - FIRE MARSHAL/TS OR HURRICANE Totals:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$186,680</b>	<b>\$186,680</b>	<b>\$186,680</b>	<b>\$0</b>

**Community Development**

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### Mission Statement

Community Development consists of several areas of responsibility including Administration, Building Permits and Inspections, Code Enforcement and Storm Water Management, and Planning and Zoning. Together, the department strives to ensure that all developers, builders, and residents within the City as well as the City government itself comply with city ordinances and State requirements in order to maintain the safety and quality of life that so many Friendswood citizens value and appreciate. Our staff provides advanced planning and outstanding services in order to help improve mobility, drainage and utility systems, safe buildings and a clean environment.

### Accomplishments in Fiscal Year 2015-2016

Our staff accomplished the following:

During Fiscal Year 2016, the main focus of the department has been one of transition; there were two retirements within the Building and Inspections Division. One of the anticipated vacancies was filled with an existing employee being promoted into the role of Building Official, which has been beneficial to the department. This effort provided a smoother transition for citizens, builders, and contractors.

Also new this past year, City Council adopted the 2012 International Building Codes which included the Building Code, Plumbing Code, Mechanical Code, Fuel and Gas Code, Energy Conservation Code and the Residential Code for One and Two Family Dwellings, and the 2011 National Electrical Code. The 2012 versions of the Life Safety Codes were also adopted for administration by the Fire Marshal's Office. Adoption of the updated codes helps maintain the City's ISO rating, thus aiding in keeping insurance rates lower throughout the community.

The Community Development Department's budget consists of three divisions:

- Administration
- Planning and Zoning
- Inspections/Code Enforcement (which also encompasses building permits and storm water management)

### Current Operations

#### Building Permits & Inspections

The building division is responsible for reviewing plans and issuing permits for building, electrical, plumbing and mechanical work; as well as inspecting the work as it is completed. Inspectors take on a great responsibility in enforcing building code standards adopted by City Council and those set forth by the State.

#### Code Enforcement & Storm Water Management

Code Enforcement personnel investigates complaints concerning the possibility of unlawful work done without proper permits, licenses, occupancy, land use violations, substandard and dangerous buildings complaints, sign violations, and high grass and weed complaints.

Storm water management is a program designed to reduce the amount of pollutants discharged from cities and urbanized areas into creeks and streams. The City of Friendswood's program has been developed in accordance with the guidelines set forth by Texas Commission on Environmental Quality.

### **Planning & Zoning**

The Planning & Zoning division's primary responsibility is to ensure development adheres to the principles set forth in the City's Comprehensive Plan. Through the application of the Subdivision Ordinance and Zoning Ordinance, development is shaped to ensure compatibility with existing uses, as well as to maintain the health, safety, and general welfare of the community.

Planning staff oversees the GIS database and maps, review and approval of plats, site plans and construction plans by all required departments, as well as processing zone changes. This division also works with the Planning and Zoning Commission to obtain approvals and recommendations as required.

The department also works with the following boards as needed:

- Zoning Board of Adjustments
- Construction Board of Adjustment and Appeals
- Building and Standards Commission

### **Other departmental functions/accomplishments**

The Community Development Department provides and distributes information to citizens and developers in as many formats as possible.

- Development Review Committee (DRC) meetings - provide the community's owners and developers with valuable information regarding the steps to develop or build on their properties. Representatives from the following City departments attend DRC meetings: Planning, Engineering, Building, Community Services, Economic Development, Fire Marshal's Office, and the Police Department. Outside agency representatives from Galveston County Consolidated Drainage District and Galveston County Health District also attend.
- Builder Meetings – the Building Division hosts meetings as needed to provide contractors with current information regarding changes in ordinances, fees and processes.
- Pre-Construction Meetings – required prior to any contractor starting construction on a job site for a new commercial building; the general contractor and all subcontractors are required to attend.
- P&Z Agenda Packets/Video archives – similar to City Council's agenda packets, the P&Z Agenda Packets are made available on the City's web site. P&Z meetings are also videotaped and shown on the City's PEG channel, as well as recorded on DVD for historical recordation/reference.

Educated and informed employees have a broader knowledge base and with the wide variety of certifications, staff becomes more versatile and better able to assist citizens and perform their job duties. To that end, the City encourages employees to further their education, and maintain certifications and licenses through professional development. Examples of some of those required certifications and licenses include State Plumbing Inspector; building, electrical and mechanical inspector; Certified Floodplain Manager; Code Enforcement Certification; Advanced Code Enforcement Certification; and Permit Technician.

## Community Development

### Highlights of the Budget

#### 2015-2016 Departmental Goals and Performance Measures by Division

**Major Departmental Goals:**

- Strives to improve communication to citizens and developers
- Processes applications for all types of work that require inspections
- Ensure citizens abide by the building codes and ordinances adopted by City Council or as required by the State of Texas or any other agency

**Supports the City's Strategic Goals:** 1-Communication, 2-Economic Development, 3-Preservation, 4-Partnerships, 5-Public Safety, and 6-Organizational Development

Administration	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Forecast
<b>Inputs</b>					
# of full time equivalents (FTE's)	1.39	1.39	1.39	1.39	2.00
Division expenditures	\$203,360	\$225,480	\$220,811	\$223,279	\$236,019
<b>Measures of Efficiency</b>					
Division expenditures per capita	\$5.28	\$5.78	\$5.63	\$5.69	\$6.00

\*In FY17 full-time equivalents will be aligned and budgeted with actual work activity

## Community Development

Planning and Zoning Division	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Forecast
<b>Inputs</b>					
# of full time equivalents (FTE's)	4.6	4.6	4.6	4.6	5.0
Division Expenditures	\$290,378	327,121	\$364,908	\$318,303	\$304,929
<b>Outputs</b>					
# of DRC Meetings Scheduled	80	75	76	60	72
# of Planning and Zoning Meetings held	21	23	21	25	23
# of Certificates of Platting Exemption	7	7	10	16	10
# of Preliminary Plats	10	14	9	5	10
# of Final Plats	10	14	12	16	13
# of Commercial Site Plans	7	9	12	13	10
# of Zone Changes	8	6	11	10	8
# of Appeals/Variances/ Special Exceptions	4	1	3	6	4
<b>Measures of Effectiveness</b>					
Avg. days to complete Site Plan **	37	11	14	4	14
Avg. days to complete Final Plat **	11	7	14	5	14
Avg. days to complete Preliminary Plat **	7	18	14	17	14
<b>Measures of Efficiency</b>					
Division expenditures per capita	\$7.55	\$8.38	\$9.30	\$8.12	\$7.75

\*\* A number of factors change review times from year to year, including the number of corrections needed once submissions are reviewed, time between a plan's submittal and the next Planning and Zoning Commission meeting, and City Staff workload/availability.

## Community Development

<b>Inspection and Code Enforcement</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	4.9	4.9	4.9	4.9	4.7
Division Expenditures	\$348,329	\$373,346	\$453,323	\$405,502	\$430,481
<b>Outputs</b>					
# of New Residential permits issued	188	148	169	142	159
# of New Commercial permits issued	7	9	7	10	9
# of Commercial additions/alter permits issued	43	36	45	28	36
# of Inspections	10,611	11,620	11,172	10,519	10,917
<b>Measures of Effectiveness</b>					
Avg days to complete Single Family Home plan reviews **	4	5	4	3	4
Avg day to complete Commercial plan reviews **	17	6	14	4	10
% of Inspections done within 24 hours of notification	100%	100%	100%	100%	100%
Avg days to complete a Commercial add/alteration **	3	3	3	3	3
Avg days to complete a Residential add/alteration **	3	5	3	2	3
<b>Measures of Efficiency</b>					
Division expenditures per capita	\$9.05	\$9.57	\$11.56	\$10.34	\$10.94

\*\* A number of factors change review times from year to year, including the number of corrections needed once submissions are reviewed and City Staff workload/availability.

**COMMUNITY DEVELOPMENT  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION*	\$225,480	\$220,811	\$222,405	\$147,163	\$223,279	\$236,019	6.9%
PLANNING AND ZONING*	327,121	364,908	360,063	216,453	318,303	304,929	-16.4%
INSPECTION/CODE ENFORCEMENT*	373,346	453,323	456,612	296,818	405,502	430,481	-5.0%
<b>DEPARTMENT TOTAL</b>	<b>\$925,947</b>	<b>\$1,039,042</b>	<b>\$1,039,080</b>	<b>\$660,434</b>	<b>\$947,084</b>	<b>\$971,429</b>	<b>-6.5%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$869,569	\$942,847	\$942,847	\$605,458	\$864,543	\$870,738	-7.6%
SUPPLIES	9,692	17,774	23,954	14,577	23,697	18,313	3.0%
MAINTENANCE	1,338	2,625	2,625	822	1,796	3,875	47.6%
SERVICES	45,348	75,796	69,654	39,576	57,049	78,503	3.6%
<b>CLASSIFICATION TOTAL</b>	<b>\$925,947</b>	<b>\$1,039,042</b>	<b>\$1,039,080</b>	<b>\$660,434</b>	<b>\$947,084</b>	<b>\$971,429</b>	<b>-6.5%</b>

**PERSONNEL SUMMARY BY DIVISION**

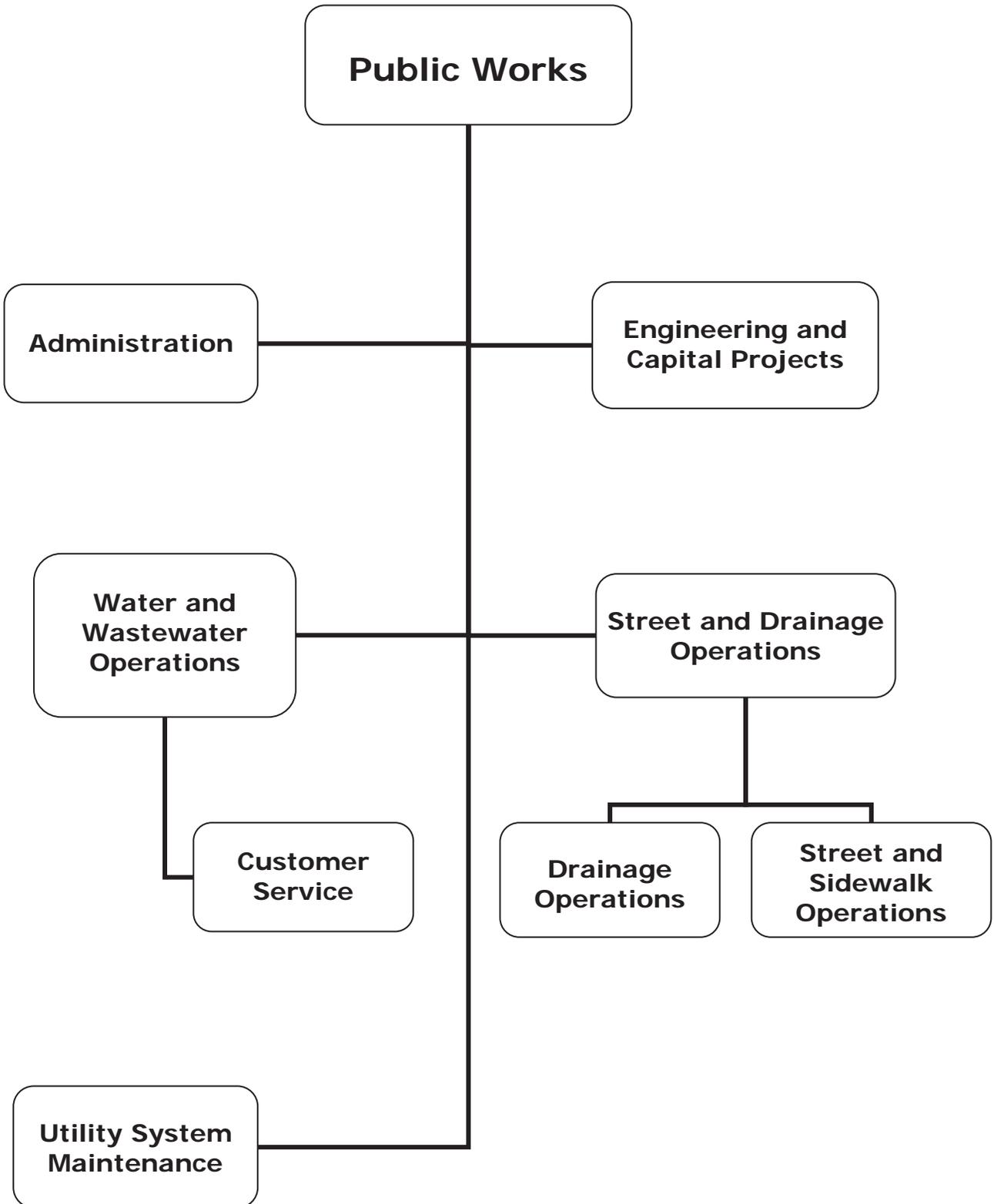
DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION*	1.39	1.39	1.39	1.39	1.39	2.00	43.9%
PLANNING AND ZONING*	4.60	4.60	4.60	4.60	4.60	5.00	8.7%
INSPECTION/CODE ENFORCEMENT*	4.90	4.90	4.90	4.90	4.90	4.70	-4.1%
<b>PERSONNEL TOTAL</b>	<b>10.89</b>	<b>10.89</b>	<b>10.89</b>	<b>10.89</b>	<b>10.89</b>	<b>11.70</b>	<b>7.4%</b>

\* Aligning budgeted FTE's with actual work activity

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-3501-419.4110	FULLTIME SALARIES & WAGES	\$143,372	\$146,505	\$146,505	\$94,807	\$141,409	\$154,614
001-3501-419.4143	LONGEVITY PAY	865	755	755	949	1,000	1,075
001-3501-419.4144	VEHICLE ALLOWANCE	7,500	7,506	7,506	5,375	7,100	5,400
001-3501-419.4145	INCENTIVE-CERTIFICATE PAY	1,200	1,200	1,200	1,300	1,200	3,300
001-3501-419.4149	CELL PHONE ALLOWANCE	1,640	1,640	1,640	1,205	2,100	2,400
001-3501-419.4190	ACCRUED PAYROLL	0	0	0	375	10,055	0
001-3501-419.4710	SOCIAL SECURITY/MEDICARE	11,113	11,114	11,114	7,128	9,505	12,041
001-3501-419.4720	TMRS RETIREMENT	24,699	24,810	24,810	16,396	24,861	26,141
001-3501-419.4810	HEALTH/DENTAL INSURANCE	15,072	18,037	18,037	13,854	18,472	18,596
001-3501-419.4820	LIFE INSURANCE	391	404	404	243	324	431
001-3501-419.4830	DISABILITY INSURANCE	410	423	423	256	341	447
001-3501-419.4840	WORKERS COMP INSURANCE	182	176	176	59	78	425
001-3501-419.4850	EAP SERVICES	83	81	81	55	73	116
001-3501-419.4890	FLEX PLAN ADMINISTRATION	31	30	30	20	27	43
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$206,558</b>	<b>\$212,681</b>	<b>\$212,681</b>	<b>\$142,022</b>	<b>\$216,546</b>	<b>\$225,029</b>
<b>50 - SUPPLIES</b>							
001-3501-419.5100	OFFICE SUPPLIES	\$3,343	\$3,375	\$3,375	\$2,011	\$3,082	\$3,375
001-3501-419.5200	PERSONNEL SUPPLIES	78	50	320	260	347	90
001-3501-419.5400	OPERATING SUPPLIES	390	550	550	399	531	545
001-3501-419.5800	OPERATING EQUIPMENT<\$5000	635	0	610	552	610	400
<b>50 - SUPPLIES Totals:</b>		<b>\$4,446</b>	<b>\$3,975</b>	<b>\$4,855</b>	<b>\$3,222</b>	<b>\$4,570</b>	<b>\$4,410</b>
<b>70 - SERVICES</b>							
001-3501-419.7350	SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$80
001-3501-419.7401	POSTAL / COURIER SERVICES	600	2,300	2,300	370	494	2,300
001-3501-419.7510	TRAINING	370	300	300	0	0	2,350
001-3501-419.7520	TRAVEL REIMBURSEMENTS	126	600	600	0	0	1,050
001-3501-419.7530	MEMBERSHIPS	880	955	955	835	955	800
001-3501-419.7800	CONTRACT SERVICES	12,500	0	714	714	714	0
<b>70 - SERVICES Totals:</b>		<b>\$14,476</b>	<b>\$4,155</b>	<b>\$4,869</b>	<b>\$1,919</b>	<b>\$2,162</b>	<b>\$6,580</b>
<b>3501 - COMMUNITY DEV ADMIN Totals:</b>		<b>\$225,480</b>	<b>\$220,811</b>	<b>\$222,405</b>	<b>\$147,163</b>	<b>\$223,279</b>	<b>\$236,019</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-3502-419.4110	FULLTIME SALARIES & WAGES	\$212,538	\$220,717	\$220,717	\$122,965	\$188,953	\$165,452
001-3502-419.4130	OVERTIME PAY	1,649	2,000	2,000	1,514	2,019	2,000
001-3502-419.4143	LONGEVITY PAY	1,490	2,015	2,015	1,776	1,776	3,220
001-3502-419.4144	VEHICLE ALLOWANCE	3,237	3,240	3,240	405	3,240	0
001-3502-419.4145	INCENTIVE-CERTIFICATE PAY	4,500	4,800	4,800	2,600	4,800	1,800
001-3502-419.4149	CELL PHONE ALLOWANCE	1,152	1,152	1,152	627	1,150	0
001-3502-419.4190	ACCRUED PAYROLL	0	0	0	4,499	4,499	0
001-3502-419.4710	SOCIAL SECURITY/MEDICARE	16,081	16,724	16,724	9,509	14,678	12,650
001-3502-419.4720	TMRS RETIREMENT	35,882	36,813	36,813	21,215	31,287	27,027
001-3502-419.4810	HEALTH/DENTAL INSURANCE	33,024	39,394	39,394	24,618	32,824	55,889
001-3502-419.4820	LIFE INSURANCE	598	613	613	312	416	458
001-3502-419.4830	DISABILITY INSURANCE	621	637	637	335	446	479
001-3502-419.4840	WORKERS COMP INSURANCE	264	264	264	229	305	273
001-3502-419.4850	EAP SERVICES	273	267	267	149	199	232
001-3502-419.4890	FLEX PLAN ADMINISTRATION	166	162	162	55	74	149
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$311,475</b>	<b>\$328,798</b>	<b>\$328,798</b>	<b>\$190,807</b>	<b>\$286,666</b>	<b>\$269,629</b>
<b>50 - SUPPLIES</b>							
001-3502-419.5200	PERSONNEL SUPPLIES	\$253	\$330	\$320	\$188	\$251	\$460
001-3502-419.5400	OPERATING SUPPLIES	286	300	310	310	310	380
001-3502-419.5800	OPERATING EQUIPMENT<\$5000	0	0	2,000	1,977	1,977	0
<b>50 - SUPPLIES Totals:</b>		<b>\$539</b>	<b>\$630</b>	<b>\$2,630</b>	<b>\$2,475</b>	<b>\$2,537</b>	<b>\$840</b>
<b>60 - MAINTENANCE</b>							
001-3502-419.6800	EQUIPMENT MAINTENANCE	\$0	\$300	\$300	\$0	\$0	\$300
<b>60 - MAINTENANCE Totals:</b>		<b>\$0</b>	<b>\$300</b>	<b>\$300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300</b>
<b>70 - SERVICES</b>							
001-3502-419.7350	SURETY BONDS	\$181	\$80	\$86	\$0	\$160	\$160
001-3502-419.7400	OPERATING SERVICES	27	200	200	101	134	200
001-3502-419.7401	POSTAL / COURIER SERVICES	3	0	0	21	28	0
001-3502-419.7510	TRAINING	6,586	7,670	3,865	3,610	4,813	6,545
001-3502-419.7520	TRAVEL REIMBURSEMENTS	7,382	6,140	500	211	281	5,290
001-3502-419.7530	MEMBERSHIPS	929	1,090	1,084	30	1,084	265
001-3502-419.7710	SOFTWARE LICENSE FEES	0	0	0	0	0	1,700
001-3502-419.7800	CONTRACT SERVICES	0	20,000	22,600	19,199	22,600	20,000
<b>70 - SERVICES Totals:</b>		<b>\$15,108</b>	<b>\$35,180</b>	<b>\$28,335</b>	<b>\$23,171</b>	<b>\$29,101</b>	<b>\$34,160</b>
<b>3502 - PLANNING AND ZONING Totals:</b>		<b>\$327,121</b>	<b>\$364,908</b>	<b>\$360,063</b>	<b>\$216,453</b>	<b>\$318,303</b>	<b>\$304,929</b>

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-3528-424.4110	FULLTIME SALARIES & WAGES	\$233,695	\$261,771	\$261,771	\$171,846	\$229,128	\$246,157
001-3528-424.4130	OVERTIME PAY	2,070	4,330	4,330	1,956	2,608	4,330
001-3528-424.4143	LONGEVITY PAY	1,701	2,063	2,063	2,293	2,293	1,904
001-3528-424.4144	VEHICLE ALLOWANCE	1,079	1,080	1,080	1,261	1,080	0
001-3528-424.4145	INCENTIVE-CERTIFICATE PAY	5,085	6,510	6,510	4,415	6,510	3,300
001-3528-424.4149	CELL PHONE ALLOWANCE	2,517	2,742	2,742	1,876	2,742	2,178
001-3528-424.4190	ACCRUED PAYROLL	2,123	0	0	5,019	5,019	0
001-3528-424.4710	SOCIAL SECURITY/MEDICARE	17,582	19,737	19,737	13,182	17,576	18,361
001-3528-424.4720	TMRS RETIREMENT	39,672	43,828	43,828	29,735	39,647	40,411
001-3528-424.4810	HEALTH/DENTAL INSURANCE	43,500	56,583	56,583	39,654	52,871	56,747
001-3528-424.4820	LIFE INSURANCE	653	724	724	446	595	683
001-3528-424.4830	DISABILITY INSURANCE	680	755	755	468	624	712
001-3528-424.4840	WORKERS COMP INSURANCE	636	684	684	221	295	922
001-3528-424.4850	EAP SERVICES	272	285	285	187	249	273
001-3528-424.4890	FLEX PLAN ADMINISTRATION	270	276	276	69	92	102
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$351,536</b>	<b>\$401,368</b>	<b>\$401,368</b>	<b>\$272,629</b>	<b>\$361,331</b>	<b>\$376,080</b>
<b>50 - SUPPLIES</b>							
001-3528-424.5200	PERSONNEL SUPPLIES	\$1,234	\$2,021	\$1,751	\$1,585	\$2,114	\$1,990
001-3528-424.5300	VEHICLE SUPPLIES	15	375	375	93	125	600
001-3528-424.5301	FUEL	3,095	6,448	6,448	1,798	5,897	6,448
001-3528-424.5400	OPERATING SUPPLIES	364	2,325	2,325	2,163	2,884	2,525
001-3528-424.5800	OPERATING EQUIPMENT<\$5000	0	2,000	5,570	3,241	5,570	1,500
<b>50 - SUPPLIES Totals:</b>		<b>\$4,708</b>	<b>\$13,169</b>	<b>\$16,469</b>	<b>\$8,881</b>	<b>\$16,589</b>	<b>\$13,063</b>
<b>60 - MAINTENANCE</b>							
001-3528-424.6300	VEHICLE MAINTENANCE	\$1,338	\$2,325	\$2,325	\$822	\$1,796	\$3,575
<b>60 - MAINTENANCE Totals:</b>		<b>\$1,338</b>	<b>\$2,325</b>	<b>\$2,325</b>	<b>\$822</b>	<b>\$1,796</b>	<b>\$3,575</b>
<b>70 - SERVICES</b>							
001-3528-424.7311	VEHICLE INSURANCE	\$2,379	\$2,600	\$2,600	\$2,433	\$2,433	\$2,608
001-3528-424.7401	POSTAL / COURIER SERVICES	61	0	0	0	0	0
001-3528-424.7441	CODE ENFORCEMENT SERVICES	0	4,000	4,000	925	1,233	1,500
001-3528-424.7498	JUDGMENTS & DAMAGE CLAIM	0	1,000	1,000	0	0	1,000
001-3528-424.7510	TRAINING	3,081	4,200	4,200	1,838	2,951	4,000
001-3528-424.7520	TRAVEL REIMBURSEMENTS	30	1,500	1,500	0	800	3,500
001-3528-424.7530	MEMBERSHIPS	446	982	982	467	982	1,096
001-3528-424.7730	INTERNET/WIRELESS SERVICE	418	1,000	1,703	380	1,703	2,880
001-3528-424.7800	CONTRACT SERVICES	0	5,000	4,286	0	4,286	5,000
001-3528-424.7831	VEHICLE LEASE-INTERNAL	7,911	7,911	7,911	5,932	7,911	7,911
001-3528-424.7842	STORM WATER MANAGEMENT	1,438	8,268	8,268	2,511	3,487	8,268
<b>70 - SERVICES Totals:</b>		<b>\$15,764</b>	<b>\$36,461</b>	<b>\$36,450</b>	<b>\$14,486</b>	<b>\$25,786</b>	<b>\$37,763</b>
<b>3528 - INSPECTION/CODE ENFORCMNT Totals:</b>		<b>\$373,346</b>	<b>\$453,323</b>	<b>\$456,612</b>	<b>\$296,818</b>	<b>\$405,502</b>	<b>\$430,481</b>



### Mission Statement

The Public Works Department makes every effort to improve the quality of life by providing advance planning and outstanding services that improve drainage and utility systems for all citizens, businesses, and visitors.

### Fiscal Year 2014 – 15 Accomplishments

#### Our staff accomplished the following:

- 40,000 street joints and cracks in streets were sealed
- 11,805 linear feet of sidewalks were raised
- 493 linear feet of sidewalks were removed and replaced
- 878 linear feet of curb replacement
- 39,249 square feet of streets were raised
- 401 signs repaired through work orders were completed
- 205 signs were replaced through the Sign Replacement Program
- 22 street banners were hung
- 1,516 fire hydrants repaired, installed, or audited
- 142 meters changed out
- 501 bacteriological samples were collected
- 416 dead end fire hydrants flushed
- 150 non-dead fire hydrants flushed
- 2,853 utility billing work orders
- 632 repairs to vehicles
- 237 repairs to equipment

#### The following were completed through the Sewer Rehab Project:

- 9,100 linear feet of cleaning and TV inspection of sanitary sewer lines
- 978 linear feet of Cures in Place Pipe, CIPP Liner for sanitary sewer lines
- 979 linear feet of Pipe Bursting (enlargement)
- 70 linear feet of Remove and Replace pipe
- 7 point repairs
- 4 lift station cleanings
- 2 manhole replacements

#### Current Operations

Current operations emphasize long-range planning practices and programs that cover a variety of activities within the Department, such as:

- Concrete Street Repair and Asphalt Overlay Programs
- Sanitary Sewer Rehabilitation Program

### **Street Maintenance Program**

This is the thirteenth year of this program. This program is intended to be an on-going maintenance project to repair and reconstruct existing concrete streets, sidewalks, curbs, sealing and asphalt overlays. The past two year's allotments were included with the 2013 Bond Funds for the Projects to reconstruct Mary Ann Drive, West Shadowbend Avenue, Townes and Winding Roads. Included in this year's budget is \$500,000 for this program.

### **Sanitary Sewer Rehabilitation Program**

This program will begin its Fifteenth year and is the City's primary effort to reduce the amount of infiltration and inflow (I&I) into the collection system. Through this program, a portion of the entire wastewater collection system is cleaned and inspected by camera. Damaged sections are located and a suitable method is selected for the repair. We are working with RJN Group for the Sanitary Sewer System Assessment Phase Two to determine sources of I&I in our system. Included in this year's budget is \$300,000 for this program.

### **Meter Change out Program**

This program is to replace the old and the dead meters. New meters provide accurate reading that will account correct water usage. It reduces the loss of revenue and the unaccounted water. This program will also assist in complying with the water conservation plan.

### **Water Wise Program**

Water Wise Program is to educate students about water conservation. The City of Friendswood through an inter-local agreement with Harris-Galveston Coastal Subsidence District sponsors a water conservation program known as "Learning to Be Water Wise & Energy Efficient". The City has sponsored the Bales Intermediate and Windsong Intermediate and will continue to do so.

### **Water Operations**

Harris-Galveston Coastal Subsidence District (HGCSO) requires 80% of the City's total water usage is purchased surface water. The City has managed to meet this requirement since its conception in 2001. It has been and will be a goal to meet it again this year and years to come. Prior to this mandate the City experienced ranges between 60-70%. As the population continues to grow, the need for water will grow as well. The City has purchased additional surface water in order to meet the future demands.

## Public Works

### Capital Improvement Projects

The following includes the City's Capital Improvement Projects that are currently in process.

<b>Capital Improvement Projects in Process</b>			
Friendswood Link Road/Whispering Pines Paving Improvements	Water Plants #2 & 7 Replacement	Lift Station #23 Design	Lake Friendswood Park
2013 Bond Round 1 Streets (Mary Ann Drive, Shadowbend Ave., Townes Rd., and Winding Rd. Improvements	Friendswood Library	Centennial Park Basketball Pavilion	Sanitary Sewer System Assessment Phase Two
Fire Station #4 Expansion and New Fire Station behind the Public Safety Building Improvements	SCADA System Upgrades		

### Highlights of the Budget

The following decision packages are included with the FY17 adopted budget:

#### General Fund

Description	Amount
Replace existing fifteen year old Dump Truck (Heavy equipment, possible funding using general fund balance)	One-time Cost \$103,500
Pavement Management Study (Using Street Maintenance operating budget)	One-time Cost \$37,500
Tool Set / Automobile Diagnostic Center (Split GF 50% / W&S 50%)	One-time Cost \$8,750

#### Water and Sewer Fund–Forces at Work (FAW):

Description	Amount
City Wide Health Insurance Increase	Ongoing cost \$69,727
TML Worker's Comp Rate Increase	Ongoing cost \$4,090
Collection Line Maintenance account increase	Ongoing cost \$10,000
9 Self Contained Breathing Apparatus (TCEQ requirements)	One-time cost \$58,500
Confined Space Entry/Emergency Retrieval Equipment	One-time cost \$10,000

**Public Works**

**Water and Sewer Fund:**

<b>Description</b>		<b>Amount</b>
Tool Set / Automobile Diagnostic Center (Split GF 50% / W&S 50%)	One-time cost	\$8,750
City Wide Employee Merit	Ongoing cost	\$44,079

**The following decision packages are not included with the FY17 adopted budget:**

**General Fund:**

<b>Description</b>		<b>Amount</b>
Multifunction Scanner and plotter (Up to 44 inches wide – full scanning of plans)	One-time Cost Ongoing Cost	\$15,495 \$5,000
Addition to Fleet – Extended Cab Pickup	One-time Cost	\$24,500
Industrial Zero Turn Riding Mower	One-time Cost	\$14,000

**Water and Sewer Fund:**

<b>Description</b>		<b>Amount</b>
Water Plant Maintenance account increase	Ongoing cost	\$30,000
Lift Station Maintenance account increase	Ongoing cost	\$40,000
Lift Station Contract Services account increase	Ongoing cost	\$40,000
Replace PW108 Mini-Excavator (Heavy Equipment)	One-time cost	\$50,000
Upgrade the scheduled replacement of PW35 (Cost to upgrade to ¾ ton extended Cab Diesel Pickup)	One-time cost	\$22,652
Replace 6 Submersible Pumps (replace pumps for LS#13 and LS#20. Spare pumps for LS#4, LS#5, LS#21, LS#26, LS#28)	One-time cost	\$61,000

## Public Works

### 2016-2017 Departmental Performance Measures by Division

**Supports the City's Strategic Goals: 1-Communication, 3-Preservation, 6-Organizational Development**

<b>Administration</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	4.33	4.33	4.33	4.33	4.00
Division expenditures	\$391,527	\$493,204	\$535,760	\$511,878	\$488,403
<b>Measures of Efficiency</b>					
Division expenditures per capita	\$10.18	\$12.64	\$13.66	\$13.05	\$12.41

<b>Street/Sidewalk Operations</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	11.00	11.00	12.00	12.00	12.00
Department Expenditures	\$1,092,281	\$1,143,263	\$1,235,557	\$1,193,837	\$1,335,375
<b>Outputs</b>					
# of Street Signs Replaced in Program	361	205	385	240	340
# of Street Signs Repaired / Replaced by work orders	406	401	410	537	400
Sidewalk Raised (lf)	5,491	11,805	7,430	6,695	7,000
Sidewalk Removed & Replaced (lf)	801	493	575	450	460
Street Raising (sf)	53,078	39,249	59,970	16,338	19,000
# of Completed Work Orders for Streets	550	540	480	436	500
<b>Measures of Effectiveness</b>					
Average # of days to complete Signs work orders	1.33	1.50	1.60	1.48	1.50
% of work orders for Signs completed within 10 days	93.45%	98.50%	97%	97%	97%
Average # of days to complete Street work orders	3.00	3.56	3.70	3.71	3.70
% of Street work orders completed within 10 days	83.27%	83.70%	90%	90%	90%
<b>Measures of Efficiency</b>					
Monthly Operating Costs	\$91,023	\$95,276	\$102,963	\$99,486	\$111,281
Division expenditures per capita	\$28.39	\$29.30	\$31.50	\$30.44	\$33.93

## Public Works

<b>Drainage Operations</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	4.00	4.00	4.00	4.00	4.00
Department Expenditures	\$324,540	\$345,356	\$383,280	\$376,623	\$349,818
<b>Outputs</b>					
Ditches Cleaned (ft)	3,935	5,039	3,250	18,282	15,000
Road side Ditches Mowed (ac)	924	821	890	537	800
Storm Pipe Cleaned (ft)	610	205	385	519	430
Debris Cleaned (cy)	700	989	700	724	750
# of Work Orders	312	360	250	313	320
<b>Measures of Effectiveness</b>					
Average # of days to complete work orders	2.36	2.98	3.40	4.11	4.00
% of work orders completed within 10 working days	99%	95.56%	96.3%	96.3%	96.3%
Monthly cost to operate the Drainage Operations	\$27,045	\$28,780	\$31,940	\$31,385	\$29,152
Division expenditures per capita	\$8.43	\$8.85	\$9.77	\$9.60	\$8.89

## Public Works

<b>Water Operations and Utilities</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	9.30	8.30	8.30	8.30	8.30
Department Expenditures	\$2,449,538	\$2,391,702	\$2,618,485	\$2,334,168	\$2,686,995
<b>Outputs</b>					
# of Active Utility Accounts	13,128	13,299	13,400	13470	13,500
# of Completed Work Orders	1,419	1,582	1,400	1,270	1,450
# of meter change outs	438	142	290	151	150
# of Service Lines Repaired	169	186	160	133	140
# of Main Lines Repaired	149	57	150	37	100
# of Lines Flushed	529	631	650	568	635
# of Fire Hydrants Serviced	9	1,516	1150	117	1,751
Ground Water Pumpage (MG)	4.182	20.196	21.500	4.324	22.000
Surface Water Pumpage (MG)	1,883.283	1,793.901	1,900	1,629.247	2,100.000
Total Water Usage (MG)	1,887.465	1,814.097	1,900	1,633.573	2,122.000
Total Daily Average Water Production (MG)	5.171	4.970	5.200	4.475	5.200
Total Surface Water Purchased (MG)	1,883.283	1,793.901	1,900	1,629.247	2,100.000
<b>Measures of Effectiveness</b>					
Average # of days to complete work orders	1.14	1.33	1.10	1.23	1.25
% of work orders within 2 working days	97.67%	95.70%	98%	98%	98%
<i>Maintain Subsidence Districts mandates of having at least 80% of the City's total water usage be purchased surface water</i>					
% of Purchased Surface Water Usage	99.78%	98.89%	99%	99%	99%
<b>Measures of Efficiency</b>					
Monthly Operating Costs	\$204,128	\$199,309	\$218,207	\$194,514	\$223,916
Division expenditures per capita	\$63.66	\$61.29	\$66.77	\$59.52	\$68.27

## Public Works

<b>Sewer Operations and Utilities</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	9.00	10.00	11.00	11.00	11.00
Department Expenditures	\$2,799,862	\$2,785,019	\$3,571,424	\$3,584,312	\$3,572,624
<b>Outputs</b>					
# of Completed Work Orders	783	675	785	640	700
Sewer Treatment Total All Flows (MG)	1,046.476	1,206.539	1,070	1,224	1,225
Sewer Treatment Total Daily Average (MG)	2.867	3.306	3.2	3.35	3.35
# of Service Lines Repaired	88	98	70	105	125
# of Main Lines repaired	7	7	9	8	15
# of Sewer Lines cleaned	22,743	18,452	24,500	18,965	30,000
# of Manholes repaired	34	8	27	11	30
# of Sewer Main Stoppages	34	42	45	39	40
# of Service Lines Stoppages	303	176	340	167	160
# of Lift Station repairs	732	953	650	843	910
<b>Measures of Effectiveness</b>					
Average # of days to complete work orders	1.09	1.41	1.10	1.72	1.60
% of work orders completed within 2 working days	93.61%	90.96%	95%	95%	95%
<b>Measures of Efficiency</b>					
Monthly cost to operate the City's Sewer Operations	\$233,322	\$232,085	\$297,619	\$298,693	\$297,719
Division expenditures per capita	\$72.76	\$71.37	\$91.06	\$91.39	\$90.77

## Public Works

<b>Utility Customer Service</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	2.00	2.00	2.00	2.00	2.00
Department Expenditures	\$183,492	\$204,721	\$206,466	\$214,739	\$220,999
<b>Outputs</b>					
# of Active Utility Accounts	12,866	13,299	13,630	13,780	13,930
# of Completed Work Orders	4,603	2,853	4,850	2,320	2,900
# of cut-offs	809	756	800	850	850
# of reconnects	665	610	700	720	720
# of work orders closed	4,603	2,853	4,850	2,320	2,900
<b>Measures of Effectiveness</b>					
# of work orders completed per FTE	2,302	1,427	2,425	1,160	1,450
% of work orders closed out	100%	100%	100%	100%	100%
<b>Measures of Efficiency</b>					
Monthly cost to operate the City's Utility Customer Service	\$15,291	\$17,060	\$17,206	\$17,895	\$18,417
Division expenditures per capita	\$4.77	\$5.25	\$5.26	\$5.48	\$5.62

## Public Works

<b>Engineering and Capital Projects</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	5.0	4.00	4.00	4.00	4.00
Division Expenditures	\$390,344	\$343,608	\$388,348	\$411,660	\$405,292
<b>Outputs</b>					
# of Construction Plan Review	28	24	25	25	25
# of Construction Right of Way Permits	29	30	33	33	30
# of Development Permits	24	23	21	21	21
# of Attachment 4 (Impervious Cover Reviews)	19	0	0	0	0
# of CIP Projects Completed	9	3	4	4	4
# of construction site visits per workday	12	12	12	12	12
# of Residential Sections Completed	6	6	7	7	7
<b>Measures of Effectiveness</b>					
Average days for plan reviews	10	10	8	8	8
% of Field inspections completed within 24 hours of notification	100%	100%	100%	100%	100%
<b>Measures of Efficiency</b>					
Monthly Operating Costs	\$32,529	\$28,634	\$32,362	\$34,305	\$33,774
Division expenditures per capita	\$10.14	\$8.81	\$9.90	\$10.50	\$10.30

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION (GF)	\$357,725	\$379,181	\$379,331	\$238,386	\$376,266	\$317,206	-16.3%
STREET/SIDEWALK OPERATIONS	1,143,263	1,235,557	1,240,738	787,177	1,193,837	1,335,375	8.1%
DRAINAGE OPERATIONS	345,356	383,280	379,653	249,408	376,623	349,818	-8.7%
ENGINEERING & CAPITAL PROJ (GF)	220,005	239,619	243,119	141,302	246,164	251,460	4.9%
ADMINISTRATION (W/S)	135,479	156,579	156,694	101,184	135,612	171,197	9.3%
WATER UTILITIES & OPERATIONS	2,391,702	2,618,485	2,645,626	1,488,747	2,334,168	2,686,995	2.6%
SEWER UTILITIES & OPERATIONS	2,783,019	3,571,424	4,090,377	1,784,394	3,584,312	3,572,624	0.0%
CUSTOMER SERVICE (W/S)	204,721	206,466	213,081	161,054	214,739	220,999	7.0%
ENGINEERING & CAPITAL PROJ (W/S)	123,603	148,729	148,729	116,622	165,496	153,832	3.4%
<b>DEPARTMENT TOTAL</b>	<b>\$7,704,873</b>	<b>\$8,939,320</b>	<b>\$9,497,348</b>	<b>\$5,068,275</b>	<b>\$8,627,217</b>	<b>\$9,059,506</b>	<b>1.3%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$2,852,129	\$3,259,275	\$3,259,275	\$2,050,856	\$2,952,361	\$3,294,642	1.1%
SUPPLIES	208,586	341,883	339,707	161,324	246,471	415,430	21.5%
MAINTENANCE	411,045	540,480	746,097	338,688	662,899	577,100	6.8%
SERVICES	3,960,574	4,314,020	4,665,838	2,333,877	4,528,703	4,337,100	0.5%
CAPITAL OUTLAY	121,054	75,928	75,928	76,126	76,126	27,500	0.0%
OTHER	151,486	407,734	410,502	107,406	160,658	407,734	0.0%
<b>CLASSIFICATION TOTAL</b>	<b>\$7,704,873</b>	<b>\$8,939,320</b>	<b>\$9,497,348</b>	<b>\$5,068,275</b>	<b>\$8,627,217</b>	<b>\$9,059,506</b>	<b>1.3%</b>

**PERSONNEL SUMMARY BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION (GF)*	2.73	2.73	2.73	2.73	2.73	2.40	-12.1%
ADMINISTRATION (W/S)*	1.60	1.60	1.60	1.60	1.60	1.60	0.0%
STREET/SIDEWALK OPERATIONS (GF)	11.00	12.00	12.00	12.00	12.00	12.00	0.0%
DRAINAGE OPERATIONS (GF)	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
WATER UTILITIES (W/S)	6.00	6.00	6.00	6.00	6.00	6.00	0.0%
SEWER UTILITIES (W/S)	6.00	6.00	6.00	6.00	6.00	6.00	0.0%
WATER OPERATIONS (W/S)	2.30	2.30	2.30	2.30	2.30	2.30	0.0%
SEWER OPERATIONS (W/S)	4.00	5.00	5.00	5.00	5.00	5.00	0.0%
CUSTOMER SERVICE (W/S)	2.00	2.00	2.00	2.00	2.00	2.00	0.0%
ENGINEERING & CIP (G/F)*	2.60	2.60	2.60	2.60	2.60	2.60	0.0%
ENGINEERING & CIP (W/S)*	1.40	1.40	1.40	1.40	1.40	1.40	0.0%
<b>PERSONNEL TOTAL</b>	<b>43.63</b>	<b>45.63</b>	<b>45.63</b>	<b>45.63</b>	<b>45.63</b>	<b>45.30</b>	<b>-0.7%</b>

\* Reorganization in the Community Development Department and Public Works Department.  
The Engineering and Capital Projects division are now located in the Public Works Department.  
In the Water and Sewer Fund, the Capital Projects division was merged with the Engineering division.  
A position in the General Fund has become the Deputy Director of Public Works. This position is split 40%/60% between General Fund and Water & Sewer.

\*\* Aligning budgeted FTE's with actual work activity

3601 - PUBLIC WORKS ADMINISTRATION

Account Number	Account Name	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET
<b>40 - SALARIES &amp; BENEFITS</b>							
001-3601-431.4110	FULLTIME SALARIES & WAGES	\$244,789	\$252,479	\$252,479	\$159,444	\$252,592	\$205,436
001-3601-431.4130	OVERTIME PAY	596	1,000	1,000	559	745	1,000
001-3601-431.4143	LONGEVITY PAY	1,464	1,479	1,479	2,037	2,037	1,055
001-3601-431.4144	VEHICLE ALLOWANCE	9,334	9,342	9,342	5,542	9,342	7,560
001-3601-431.4145	INCENTIVE-CERTIFICATE PAY	600	600	600	690	600	2,700
001-3601-431.4149	CELL PHONE ALLOWANCE	2,212	2,212	2,212	1,375	2,212	1,680
001-3601-431.4190	ACCRUED PAYROLL	18,433	0	0	1,374	1,374	0
001-3601-431.4710	SOCIAL SECURITY/MEDICARE	41,384	17,908	17,908	11,395	17,908	15,032
001-3601-431.4720	TMRS RETIREMENT	31,304	42,043	42,043	26,963	41,303	34,390
001-3601-431.4810	HEALTH/DENTAL INSURANCE	676	37,474	37,474	23,591	36,124	22,591
001-3601-431.4820	LIFE INSURANCE	708	698	698	400	698	569
001-3601-431.4830	DISABILITY INSURANCE	305	728	728	420	728	594
001-3601-431.4840	WORKERS COMP INSURANCE	162	300	300	100	300	348
001-3601-431.4850	EAP SERVICES	60	159	159	97	159	139
001-3601-431.4890	FLEX PLAN ADMINISTRATION	0	59	59	36	59	52
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$352,027</b>	<b>\$366,481</b>	<b>\$366,481</b>	<b>\$234,021</b>	<b>\$366,181</b>	<b>\$293,146</b>
<b>50 - SUPPLIES</b>							
001-3601-431.5100	OFFICE SUPPLIES	\$792	\$1,600	\$1,600	\$572	\$763	\$2,200
001-3601-431.5200	PERSONNEL SUPPLIES	78	100	334	250	175	250
001-3601-431.5400	OPERATING SUPPLIES	50	200	200	163	175	400
001-3601-431.5800	OPERATING EQUIPMENT<\$5000	0	0	180	0	180	0
<b>50 - SUPPLIES Totals:</b>		<b>\$920</b>	<b>\$1,900</b>	<b>\$2,314</b>	<b>\$985</b>	<b>\$1,293</b>	<b>\$2,850</b>
<b>70 - SERVICES</b>							
001-3601-431.7400	OPERATING SERVICES	\$1,142	\$500	\$500	\$294	\$393	\$500
001-3601-431.7401	POSTAL / COURIER SERVICES	68	100	100	10	75	100
001-3601-431.7510	TRAINING	793	4,000	4,000	1,195	3,593	5,600
001-3601-431.7520	TRAVEL REIMBURSEMENTS	1,162	4,700	4,436	1,298	3,231	4,700
001-3601-431.7530	MEMBERSHIPS	1,613	1,500	1,500	583	1,500	1,500
001-3601-431.7540	PUBLICATIONS	0	0	0	0	0	60
<b>70 - SERVICES Totals:</b>		<b>\$4,778</b>	<b>\$10,800</b>	<b>\$10,536</b>	<b>\$3,380</b>	<b>\$8,792</b>	<b>\$12,460</b>
<b>80 - CAPITAL OUTLAY</b>							
001-3610-431.8800	CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$8,750
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,750</b>
<b>3601 - PUBLIC WORKS ADMINISTRATION Totals:</b>		<b>\$357,725</b>	<b>\$379,181</b>	<b>\$379,331</b>	<b>\$238,386</b>	<b>\$376,266</b>	<b>\$317,206</b>

3610 - PUBLIC WORKS/STREET/SIDEWALK OPERATION

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-3610-431.4110	FULLTIME SALARIES & WAGES	\$365,567	\$406,575	\$406,575	\$237,950	\$372,267	\$453,883
001-3610-431.4130	OVERTIME PAY	12,508	10,179	10,179	10,870	14,493	10,179
001-3610-431.4143	LONGEVITY PAY	9,082	8,245	8,245	6,080	6,080	7,760
001-3610-431.4145	INCENTIVE-CERTIFICATE PAY	275	300	300	0	300	0
001-3610-431.4149	CELL PHONE ALLOWANCE	1,380	1,380	1,380	1,010	1,380	1,740
001-3610-431.4710	SOCIAL SECURITY/MEDICARE	28,101	31,083	31,083	18,104	27,638	34,633
001-3610-431.4720	TMRS RETIREMENT	62,125	67,421	67,421	40,338	58,583	74,209
001-3610-431.4810	HEALTH/DENTAL INSURANCE	62,780	82,143	82,143	52,499	79,999	110,830
001-3610-431.4820	LIFE INSURANCE	1,040	1,135	1,135	616	921	1,267
001-3610-431.4830	DISABILITY INSURANCE	1,081	1,178	1,178	647	962	1,313
001-3610-431.4840	WORKERS COMP INSURANCE	10,419	10,966	10,966	3,240	10,320	15,439
001-3610-431.4850	EAP SERVICES	588	617	617	345	560	697
001-3610-431.4890	FLEX PLAN ADMINISTRATION	345	389	389	128	296	385
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$555,291</b>	<b>\$621,611</b>	<b>\$621,611</b>	<b>\$371,827</b>	<b>\$573,801</b>	<b>\$712,335</b>
<b>50 - SUPPLIES</b>							
001-3610-431.5100	OFFICE SUPPLIES	\$134	\$0	\$0	\$0	\$0	\$0
001-3610-431.5200	PERSONNEL SUPPLIES	7,141	8,250	8,253	6,490	7,190	10,000
001-3610-431.5301	FUEL	23,769	29,660	29,660	12,699	27,833	29,660
001-3610-431.5400	OPERATING SUPPLIES	8,042	8,176	8,025	5,847	8,025	8,500
001-3610-431.5474	SIGN MATERIALS	21,010	31,000	31,000	18,296	29,395	31,000
001-3610-431.5600	FACILITY SUPPLIES	344	350	350	0	350	0
001-3610-431.5800	OPERATING EQUIPMENT<\$5000	2,778	6,250	6,785	6,421	8,561	11,250
<b>50 - SUPPLIES Totals:</b>		<b>\$63,218</b>	<b>\$83,686</b>	<b>\$84,073</b>	<b>\$49,753</b>	<b>\$81,353</b>	<b>\$90,410</b>
<b>60 - MAINTENANCE</b>							
001-3610-431.6300	VEHICLE MAINTENANCE	\$6,888	\$12,500	\$12,920	\$10,647	\$14,197	\$13,500
001-3610-431.6510	STREET MAINTENANCE	25,620	71,455	74,655	18,940	72,253	75,000
001-3610-431.6515	BRIDGE MAINTENANCE	0	1,000	1,000	289	386	1,000
001-3610-431.6517	TRAFFIC LIGHT MAINTENANCE	0	200	200	0	200	200
001-3610-431.6520	SIDEWALK MAINTENANCE	11,446	15,000	10,465	5,995	11,993	15,000
001-3610-431.6800	EQUIPMENT MAINTENANCE	16,945	17,000	21,109	16,738	22,318	13,300
001-3610-431.6871	CONSTRUCTION EQUIP MAINT	995	2,050	2,050	1,200	1,600	0
<b>60 - MAINTENANCE Totals:</b>		<b>\$61,894</b>	<b>\$119,205</b>	<b>\$122,399</b>	<b>\$53,809</b>	<b>\$122,946</b>	<b>\$118,000</b>
<b>70 - SERVICES</b>							
001-3610-431.7311	VEHICLE INSURANCE	\$6,604	\$7,500	\$7,500	\$7,399	\$7,399	\$7,928
001-3610-431.7400	OPERATING SERVICES	0	250	470	70	93	1,000
001-3610-431.7497	RECRUITMENT ADVERTISING	0	300	300	0	0	300
001-3610-431.7498	JUDGMENTS & DAMAGE CLAIM	650	0	0	0	0	500
001-3610-431.7510	TRAINING	0	203	203	0	50	450
001-3610-431.7520	TRAVEL REIMBURSEMENTS	11	15	15	7	15	25
001-3610-431.7530	MEMBERSHIPS	150	150	150	90	150	160
001-3610-431.7611	ELECTRICITY	422,537	390,708	390,708	296,041	394,721	390,708
001-3610-431.7625	SAFETY SERVICES	393	0	0	0	0	0
001-3610-431.7800	CONTRACT SERVICES	0	470	250	0	250	500
001-3610-431.7830	RENTAL	0	550	2,150	0	2,150	2,150
001-3610-431.7831	VEHICLE LEASE-INTERNAL	10,909	10,909	10,909	8,181	10,909	10,909
<b>70 - SERVICES Totals:</b>		<b>\$441,254</b>	<b>\$411,055</b>	<b>\$412,655</b>	<b>\$311,788</b>	<b>\$415,738</b>	<b>\$414,630</b>
<b>80 - CAPITAL OUTLAY</b>							
001-3610-431.8400	CAPITAL OPERATING EQUIP	\$21,606	\$0	\$0	\$0	\$0	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$21,606</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>3610 - PUBLIC WORKS/STREET OPERATION Totals:</b>		<b>\$1,143,263</b>	<b>\$1,235,557</b>	<b>\$1,240,738</b>	<b>\$787,177</b>	<b>\$1,193,837</b>	<b>\$1,335,375</b>

3620 - PUBLIC WORKS/DRAINAGE OPERATIONS

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-3620-431.4110	FULLTIME SALARIES & WAGES	\$181,212	\$194,621	\$194,621	\$130,309	\$192,745	\$166,120
001-3620-431.4130	OVERTIME PAY	9,365	6,138	6,138	9,315	12,420	6,138
001-3620-431.4143	LONGEVITY PAY	4,155	4,395	4,395	4,395	4,395	4,400
001-3620-431.4145	INCENTIVE-CERTIFICATE PAY	650	600	600	800	1,200	1,200
001-3620-431.4149	CELL PHONE ALLOWANCE	540	540	540	405	540	720
001-3620-431.4710	SOCIAL SECURITY/MEDICARE	13,180	14,044	14,044	10,047	14,396	12,168
001-3620-431.4720	TMRS RETIREMENT	31,303	32,462	32,462	22,895	31,526	27,984
001-3620-431.4810	HEALTH/DENTAL INSURANCE	50,977	55,978	55,978	38,361	55,978	51,183
001-3620-431.4820	LIFE INSURANCE	517	538	538	338	538	464
001-3620-431.4830	DISABILITY INSURANCE	536	561	561	353	561	480
001-3620-431.4840	WORKERS COMP INSURANCE	4,822	4,958	4,958	1,698	4,958	5,888
001-3620-431.4850	EAP SERVICES	287	290	290	186	290	232
001-3620-431.4890	FLEX PLAN ADMINISTRATION	107	108	108	69	108	86
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$297,651</b>	<b>\$315,233</b>	<b>\$315,233</b>	<b>\$219,172</b>	<b>\$319,656</b>	<b>\$277,063</b>
<b>50 - SUPPLIES</b>							
001-3620-431.5200	PERSONNEL SUPPLIES	\$2,302	\$3,650	\$3,800	\$2,474	\$3,299	\$4,000
001-3620-431.5301	FUEL	2,768	6,330	6,330	949	5,265	6,330
001-3620-431.5400	OPERATING SUPPLIES	807	800	800	767	800	800
001-3620-431.5800	OPERATING EQUIPMENT <\$5000	760	1,675	1,675	870	1,160	1,700
<b>50 - SUPPLIES Totals:</b>		<b>\$6,637</b>	<b>\$12,455</b>	<b>\$12,605</b>	<b>\$5,061</b>	<b>\$10,525</b>	<b>\$12,830</b>
<b>60 - MAINTENANCE</b>							
001-3620-431.6300	VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$3,000
001-3620-431.6530	DRAINAGE MAINTENANCE	27,918	37,300	33,522	11,058	28,744	37,300
001-3620-431.6800	EQUIPMENT MAINTENANCE	0	0	0	0	0	6,200
<b>60 - MAINTENANCE Totals:</b>		<b>\$27,918</b>	<b>\$37,300</b>	<b>\$33,522</b>	<b>\$11,058</b>	<b>\$28,744</b>	<b>\$46,500</b>
<b>70 - SERVICES</b>							
001-3620-431.7311	VEHICLE INSURANCE	\$3,528	\$3,856	\$3,856	\$3,484	\$3,484	\$3,856
001-3620-431.7400	OPERATING SERVICES	0	50	50	0	0	0
001-3620-431.7498	JUDGMENTS & DAMAGE CLAIM	500	500	500	329	329	0
001-3620-431.7530	MEMBERSHIPS	150	150	150	0	150	160
001-3620-431.7831	VEHICLE LEASE-INTERNAL	8,972	13,736	13,736	10,304	13,736	9,409
<b>70 - SERVICES Totals:</b>		<b>\$13,150</b>	<b>\$18,292</b>	<b>\$18,292</b>	<b>\$14,117</b>	<b>\$17,699</b>	<b>\$13,425</b>
<b>3620 - PUBLIC WORKS/DRAINAGE OPERATIONS Totals:</b>		<b>\$345,356</b>	<b>\$383,280</b>	<b>\$379,653</b>	<b>\$249,408</b>	<b>\$376,623</b>	<b>\$349,818</b>

3770 - CIP ADMINISTRATION

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-3770-431.4110	FULLTIME SALARIES & WAGES	\$133,584	\$149,657	\$149,657	\$81,554	\$148,739	\$152,254
001-3770-431.4130	OVERTIME PAY	1,100	500	500	540	720	500
001-3770-431.4131	HOLIDAY HRS WORKED	0	0	0	148	148	0
001-3770-431.4143	LONGEVITY PAY	990	459	459	765	765	838
001-3770-431.4145	INCENTIVE-CERTIFICATE PAY	3,410	3,060	3,060	1,595	3,060	3,240
001-3770-431.4149	CELL PHONE ALLOWANCE	1,544	1,584	1,584	1,055	1,584	1,800
001-3770-431.4710	SOCIAL SECURITY/MEDICARE	10,239	11,398	11,398	6,030	11,040	11,542
001-3770-431.4720	TMRS RETIREMENT	22,472	24,433	24,433	13,498	23,997	24,860
001-3770-431.4810	HEALTH/DENTAL INSURANCE	18,572	22,466	22,466	10,024	21,365	24,098
001-3770-431.4820	LIFE INSURANCE	369	412	412	212	382	423
001-3770-431.4830	DISABILITY INSURANCE	384	432	432	222	395	440
001-3770-431.4840	WORKERS COMP INSURANCE	363	374	374	94	326	541
001-3770-431.4850	EAP SERVICES	139	151	151	75	151	151
001-3770-431.4890	FLEX PLAN ADMINISTRATION	52	56	56	28	56	56
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$193,217</b>	<b>\$214,982</b>	<b>\$214,982</b>	<b>\$115,840</b>	<b>\$212,730</b>	<b>\$220,743</b>
<b>50 - SUPPLIES</b>							
001-3770-431.5100	OFFICE SUPPLIES	\$147	\$600	\$600	\$334	\$445	\$0
001-3770-431.5200	PERSONNEL SUPPLIES	507	985	985	529	706	1,800
001-3770-431.5300	VEHICLE SUPPLIES	0	130	130	0	0	0
001-3770-431.5301	FUEL	2,210	3,332	3,332	303	2,904	3,332
001-3770-431.5400	OPERATING SUPPLIES	338	500	500	281	474	650
001-3770-431.5800	OPERATING EQUIPMENT<\$5000	1,625	500	1,500	1,330	1,773	500
<b>50 - SUPPLIES Totals:</b>		<b>\$4,827</b>	<b>\$6,047</b>	<b>\$7,047</b>	<b>\$2,777</b>	<b>\$6,303</b>	<b>\$6,282</b>
<b>60 - MAINTENANCE</b>							
001-3770-431.6300	VEHICLE MAINTENANCE	\$1,730	\$625	\$625	\$168	\$924	\$4,500
<b>60 - MAINTENANCE Totals:</b>		<b>\$1,730</b>	<b>\$625</b>	<b>\$625</b>	<b>\$168</b>	<b>\$924</b>	<b>\$4,500</b>
<b>70 - SERVICES</b>							
001-3770-431.7311	VEHICLE INSURANCE	\$952	\$1,040	\$1,040	\$1,012	\$1,012	\$1,085
001-3770-431.7400	OPERATING SERVICES	3,329	4,151	3,151	1,083	3,443	4,200
001-3770-431.7401	POSTAL / COURIER SERVICES	0	0	0	79	79	0
001-3770-431.7497	RECRUITMENT ADVERTISING	0	400	400	0	0	400
001-3770-431.7498	JUDGMENTS & DAMAGE CLAIMS	0	0	0	0	0	500
001-3770-431.7510	TRAINING	210	400	400	275	367	1,200
001-3770-431.7520	TRAVEL REIMBURSEMENTS	812	900	900	17	222	700
001-3770-431.7530	MEMBERSHIPS	0	500	500	134	500	500
001-3770-431.7540	PUBLICATIONS	0	110	110	0	0	180
001-3770-431.7800	CONTRACT SERVICES	10,569	7,800	11,300	17,920	17,920	7,800
001-3770-431.7831	VEHICLE LEASE-INTERNAL	4,359	2,664	2,664	1,998	2,664	3,370
<b>70 - SERVICES Totals:</b>		<b>\$20,231</b>	<b>\$17,965</b>	<b>\$20,465</b>	<b>\$22,517</b>	<b>\$26,207</b>	<b>\$19,935</b>
<b>3770 - CIP ADMINISTRATION Totals:</b>		<b>\$220,005</b>	<b>\$239,619</b>	<b>\$243,119</b>	<b>\$141,302</b>	<b>\$246,164</b>	<b>\$251,460</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3601-434.4110	FULLTIME SALARIES & WAGES	\$91,344	\$95,265	\$95,265	\$65,667	\$87,556	\$97,821
401-3601-434.4130	OVERTIME PAY	743	1,000	1,000	692	922	1,000
401-3601-434.4143	LONGEVITY PAY	1,020	1,116	1,116	1,116	1,488	1,300
401-3601-434.4144	VEHICLE ALLOWANCE	3,237	3,240	3,240	2,160	2,880	3,240
401-3601-434.4145	INCENTIVE-CERTIFICATE PAY	2,100	2,100	2,100	1,310	1,747	2,100
401-3601-434.4149	CELL PHONE ALLOWANCE	684	684	684	465	620	720
401-3601-434.4190	ACCRUED PAYROLL	(1,087)	0	0	0	0	0
401-3601-434.4710	SOCIAL SECURITY/MEDICARE	7,102	7,399	7,399	5,047	6,729	7,478
401-3601-434.4720	TMRS RETIREMENT	15,839	16,275	16,275	11,258	15,011	16,641
401-3601-434.4810	HEALTH/DENTAL INSURANCE	13,140	15,704	15,704	11,040	14,720	16,732
401-3601-434.4820	LIFE INSURANCE	255	263	263	165	220	270
401-3601-434.4830	DISABILITY INSURANCE	268	275	275	173	231	283
401-3601-434.4840	WORKERS COMP INSURANCE	116	116	116	40	53	169
401-3601-434.4850	EAP SERVICES	95	93	93	60	79	93
401-3601-434.4890	FLEX PLAN ADMINISTRATION	35	35	35	22	30	35
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$134,892</b>	<b>\$143,565</b>	<b>\$143,565</b>	<b>\$99,214</b>	<b>\$132,286</b>	<b>\$147,882</b>
<b>50 - SUPPLIES</b>							
401-3601-434.5100	OFFICE SUPPLIES	\$265	\$650	\$650	\$470	\$627	\$800
401-3601-434.5200	PERSONNEL SUPPLIES	34	80	221	197	262	100
401-3601-434.5400	OPERATING SUPPLIES	50	100	100	100	133	300
401-3601-434.5477	WATER CONSERVE LITERATURE	0	1,500	1,500	0	0	1,500
401-3601-434.5800	OPERATING EQUIPMENT<\$5000	0	0	660	0	0	0
<b>50 - SUPPLIES Totals:</b>		<b>\$349</b>	<b>\$2,330</b>	<b>\$3,131</b>	<b>\$767</b>	<b>\$1,022</b>	<b>\$2,700</b>
<b>70 - SERVICES</b>							
401-3601-434.7212	MEDICAL EXAMINATIONS	\$0	\$1,324	\$1,324	\$128	\$171	\$1,324
401-3601-434.7400	OPERATING SERVICES	0	875	875	187	250	911
401-3601-434.7401	POSTAL / COURIER SERVICES	45	1,000	974	340	454	1,000
401-3601-434.7422	CONSUMER CONFIDENCE RPT	0	2,150	2,150	0	700	2,350
401-3601-434.7510	TRAINING	57	2,800	2,800	331	441	3,700
401-3601-434.7520	TRAVEL REIMBURSEMENTS	0	1,980	1,320	25	34	2,000
401-3601-434.7530	MEMBERSHIPS	135	500	500	191	255	520
401-3601-434.7540	PUBLICATIONS	0	55	55	0	0	60
<b>70 - SERVICES Totals:</b>		<b>\$237</b>	<b>\$10,684</b>	<b>\$9,998</b>	<b>\$1,203</b>	<b>\$2,304</b>	<b>\$11,865</b>
<b>80 - CAPITAL OUTLAY</b>							
401-3610-434.8800	CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$8,750
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,750</b>
<b>3601 - PUBLIC WORKS ADMINISTRATION Totals:</b>		<b>\$135,479</b>	<b>\$156,579</b>	<b>\$156,694</b>	<b>\$101,184</b>	<b>\$135,612</b>	<b>\$171,197</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3642-434.4110	FULLTIME SALARIES & WAGES	\$377,556	\$0	\$0	\$0	\$0	\$0
401-3642-434.4130	OVERTIME PAY	42,409	0	0	0	0	0
401-3642-434.4131	HOLIDAY HRS WORKED	1,200	0	0	0	0	0
401-3642-434.4143	LONGEVITY PAY	6,334	0	0	0	0	0
401-3642-434.4145	INCENTIVE-CERTIFICATE PAY	2,940	0	0	0	0	0
401-3642-434.4149	CELL PHONE ALLOWANCE	1,842	0	0	0	0	0
401-3642-434.4190	ACCRUED PAYROLL	(13,085)	0	0	0	0	0
401-3642-434.4710	SOCIAL SECURITY/MEDICARE	31,340	0	0	0	0	0
401-3642-434.4720	TMRS RETIREMENT	69,073	0	0	0	0	0
401-3642-434.4810	HEALTH/DENTAL INSURANCE	65,848	0	0	0	0	0
401-3642-434.4820	LIFE INSURANCE	1,059	0	0	0	0	0
401-3642-434.4830	DISABILITY INSURANCE	1,100	0	0	0	0	0
401-3642-434.4840	WORKERS COMP INSURANCE	4,604	0	0	0	0	0
401-3642-434.4850	EAP SERVICES	547	0	0	0	0	0
401-3642-434.4890	FLEX PLAN ADMINISTRATION	222	0	0	0	0	0
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$592,987</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>50 - SUPPLIES</b>							
401-3642-434.5100	OFFICE SUPPLIES	\$200	\$0	\$0	\$0	\$0	\$0
401-3642-434.5200	PERSONNEL SUPPLIES	5,036	0	0	0	0	0
401-3642-434.5301	FUEL	25,458	0	0	0	0	0
401-3642-434.5400	OPERATING SUPPLIES	17,395	0	0	0	0	0
401-3642-434.5475	WATER METERS & BOXES	32,507	0	0	0	0	0
401-3642-434.5476	WATER METERS-REPL PROGRAM	24,477	0	0	0	0	0
401-3642-434.5495	CHEMICALS	3,108	0	0	0	0	0
401-3642-434.5800	OPERATING EQUIPMENT <\$5000	4,750	0	0	0	0	0
<b>50 - SUPPLIES Totals:</b>		<b>\$112,930</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>60 - MAINTENANCE</b>							
401-3642-434.6300	VEHICLE MAINTENANCE	\$7,028	\$0	\$0	\$0	\$0	\$0
401-3642-434.6541	DISTRIBUTION LINE MAINT	76,212	0	0	0	0	0
401-3642-434.6543	WATER PLANT MAINTENANCE	66,884	0	0	0	0	0
401-3642-434.6546	FIRE HYDRANT MAINTENANCE	31,217	0	0	0	0	0
401-3642-434.6547	WATER METER MAINTENANCE	2,357	0	0	0	0	0
401-3642-434.6800	EQUIPMENT MAINTENANCE	3,620	0	0	0	0	0
401-3642-434.6871	CONSTRUCTION EQUIP MAINT	6,994	0	0	0	0	0
<b>60 - MAINTENANCE Totals:</b>		<b>\$194,313</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>70 - SERVICES</b>							
401-3642-434.7140	CONSULTING SERVICES	\$21,611	\$0	\$0	\$0	\$0	\$0
401-3642-434.7311	VEHICLE INSURANCE	4,731	0	0	0	0	0
401-3642-434.7400	OPERATING SERVICES	14,035	0	0	0	0	0
401-3642-434.7401	POSTAL / COURIER SERVICES	552	0	0	0	0	0
401-3642-434.7471	PURCHASED WATER	1,058,968	0	0	0	0	0
401-3642-434.7494	PERMITS & INSPECTION FEES	40,941	0	0	0	0	0
401-3642-434.7510	TRAINING	1,764	0	0	0	0	0
401-3642-434.7520	TRAVEL REIMBURSEMENTS	108	0	0	0	0	0
401-3642-434.7530	MEMBERSHIPS	665	0	0	0	0	0
401-3642-434.7611	ELECTRICITY	169,474	0	0	0	0	0
401-3642-434.7612	TELEPHONE/COMMUNICATIONS	955	0	0	0	0	0
401-3642-434.7613	NATURAL GAS	604	0	0	0	0	0
401-3642-434.7625	SAFETY SERVICES	125	0	0	0	0	0
401-3642-434.7830	RENTAL	304	0	0	0	0	0
401-3642-434.7831	VEHICLE LEASE-INTERNAL	12,651	0	0	0	0	0
401-3642-434.7840	POLLUTION CONTROL & ABATE	18,946	0	0	0	0	0
<b>70 - SERVICES Totals:</b>		<b>\$1,346,433</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>80 - CAPITAL OUTLAY</b>							
401-3642-434.8400	CAPITAL OPERATING EQUIP	\$22,650	\$0	\$0	\$0	\$0	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$22,650</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>90 - OTHER</b>							
401-3642-434.9342	95 CITY OF HOUSTON BONDS	\$122,388	\$0	\$0	\$0	\$0	\$0
<b>90 - OTHER Totals:</b>		<b>\$122,388</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>3642 - WATER OPERATIONS Totals:</b>		<b>\$2,391,702</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3647-433.4110	FULLTIME SALARIES & WAGES	\$321,163	\$0	\$0	\$0	\$0	\$0
401-3647-433.4130	OVERTIME PAY	35,039	0	0	0	0	0
401-3647-433.4131	HOLIDAY HRS WORKED	1,853	0	0	0	0	0
401-3647-433.4143	LONGEVITY PAY	5,335	0	0	0	0	0
401-3647-433.4145	INCENTIVE-CERTIFICATE PAY	3,525	0	0	0	0	0
401-3647-433.4149	CELL PHONE ALLOWANCE	540	0	0	0	0	0
401-3647-433.4190	ACCRUED PAYROLL	(8,290)	0	0	0	0	0
401-3647-433.4710	SOCIAL SECURITY/MEDICARE	26,236	0	0	0	0	0
401-3647-433.4720	TMRS RETIREMENT	59,303	0	0	0	0	0
401-3647-433.4810	HEALTH/DENTAL INSURANCE	68,743	0	0	0	0	0
401-3647-433.4820	LIFE INSURANCE	910	0	0	0	0	0
401-3647-433.4830	DISABILITY INSURANCE	943	0	0	0	0	0
401-3647-433.4840	WORKERS COMP INSURANCE	4,018	0	0	0	0	0
401-3647-433.4850	EAP SERVICES	467	0	0	0	0	0
401-3647-433.4890	FLEX PLAN ADMINISTRATION	174	0	0	0	0	0
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$519,959</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>50 - SUPPLIES</b>							
401-3647-433.5200	PERSONNEL SUPPLIES	\$5,677	\$0	\$0	\$0	\$0	\$0
401-3647-433.5301	FUEL	5,823	0	0	0	0	0
401-3647-433.5400	OPERATING SUPPLIES	2,732	0	0	0	0	0
401-3647-433.5800	OPERATING EQUIPMENT<\$5000	1,465	0	0	0	0	0
<b>50 - SUPPLIES Totals:</b>		<b>\$15,697</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>60 - MAINTENANCE</b>							
401-3647-433.6240	FENCE MAINTENANCE	\$406	\$0	\$0	\$0	\$0	\$0
401-3647-433.6300	VEHICLE MAINTENANCE	7,441	0	0	0	0	0
401-3647-433.6551	COLLECTION LINE MAINTANCE	25,152	0	0	0	0	0
401-3647-433.6552	LIFT STATION MAINTENANCE	79,506	0	0	0	0	0
401-3647-433.6553	WW TREATMENT PLANT MAINT	1,610	0	0	0	0	0
401-3647-433.6800	EQUIPMENT MAINTENANCE	8,226	0	0	0	0	0
401-3647-433.6871	CONSTRUCTION EQUIP MAINT	474	0	0	0	0	0
<b>60 - MAINTENANCE Totals:</b>		<b>\$122,816</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>70 - SERVICES</b>							
401-3647-433.7311	VEHICLE INSURANCE	\$6,071	\$0	\$0	\$0	\$0	\$0
401-3647-433.7473	BLACKHAWK WW OPERATIONS	1,844,685	0	0	0	0	0
401-3647-433.7498	JUDGMENTS & DAMAGE CLAIM	841	0	0	0	0	0
401-3647-433.7510	TRAINING	3,004	0	0	0	0	0
401-3647-433.7520	TRAVEL REIMBURSEMENTS	169	0	0	0	0	0
401-3647-433.7530	MEMBERSHIPS	225	0	0	0	0	0
401-3647-433.7611	ELECTRICITY	143,462	0	0	0	0	0
401-3647-433.7613	NATURAL GAS	7,759	0	0	0	0	0
401-3647-433.7625	SAFETY SERVICES	125	0	0	0	0	0
401-3647-433.7830	RENTAL	1,561	0	0	0	0	0
401-3647-433.7831	VEHICLE LEASE-INTERNAL	10,750	0	0	0	0	0
<b>70 - SERVICES Totals:</b>		<b>\$2,018,651</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>80 - CAPITAL OUTLAY</b>							
401-3647-433.8400	CAPITAL OPERATING EQUIP	\$76,798	\$0	\$0	\$0	\$0	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$76,798</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>90 - OTHER</b>							
401-3647-433.9061	BLACKHAWK WWTP OPER RESRV	\$29,098	\$0	\$0	\$0	\$0	\$0
<b>90 - OTHER Totals:</b>		<b>\$29,098</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>3647 - SEWER OPERATIONS Totals:</b>		<b>\$2,783,019</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

401-3650 - PUBLIC WORKS/WATER UTILITIES (W/S)

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3650-434.4110	FULLTIME SALARIES & WAGES	\$0	\$252,492	\$252,492	\$179,879	\$239,839	\$258,724
401-3650-434.4130	OVERTIME PAY	\$0	35,667	35,667	15,036	20,048	35,668
401-3650-434.4131	HOLIDAY HRS WORKED	\$0	0	0	721	962	0
401-3650-434.4143	LONGEVITY PAY	\$0	5,630	5,630	4,155	5,540	3,895
401-3650-434.4145	INCENTIVE-CERTIFICATE PAY	\$0	2,700	2,700	2,375	3,167	3,300
401-3650-434.4149	CELL PHONE ALLOWANCE	\$0	1,140	1,140	775	1,033	1,200
401-3650-434.4710	SOCIAL SECURITY/MEDICARE	\$0	21,783	21,783	14,645	19,526	22,077
401-3650-434.4720	TMRS RETIREMENT	\$0	46,834	46,834	32,019	42,692	47,447
401-3650-434.4810	HEALTH/DENTAL INSURANCE	\$0	48,828	48,828	37,318	49,758	62,849
401-3650-434.4820	LIFE INSURANCE	\$0	701	701	470	626	720
401-3650-434.4830	DISABILITY INSURANCE	\$0	728	728	491	654	748
401-3650-434.4840	WORKERS COMP INSURANCE	\$0	4,064	4,064	1,207	1,610	5,169
401-3650-434.4850	EAP SERVICES	\$0	348	348	237	316	348
401-3650-434.4890	FLEX PLAN ADMINISTRATION	\$0	130	130	88	117	193
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$0</b>	<b>\$421,045</b>	<b>\$421,045</b>	<b>\$289,415</b>	<b>\$385,887</b>	<b>\$442,338</b>
<b>50 - SUPPLIES</b>							
401-3650-434.5200	PERSONNEL SUPPLIES	\$0	\$7,579	\$8,144	\$3,970	\$5,294	\$7,600
401-3650-434.5301	FUEL	0	18,300	18,300	5,210	6,946	18,300
401-3650-434.5400	OPERATING SUPPLIES	0	7,000	6,681	4,207	5,609	7,000
401-3650-434.5476	WATER METERS-REPL PROGRAM	0	40,000	40,000	4,161	5,547	40,000
401-3650-434.5800	OPERATING EQUIPMENT<\$5000	0	11,200	11,200	9,639	12,853	11,200
<b>50 - SUPPLIES Totals:</b>		<b>\$0</b>	<b>\$84,079</b>	<b>\$84,325</b>	<b>\$27,187</b>	<b>\$36,250</b>	<b>\$84,100</b>
<b>60 - MAINTENANCE</b>							
401-3650-434.6300	VEHICLE MAINTENANCE	\$0	\$4,400	\$8,400	\$8,296	\$11,062	\$6,000
401-3650-434.6541	DISTRIBUTION LINE MAINT	0	114,000	108,174	57,707	76,942	114,000
401-3650-434.6546	FIRE HYDRANT MAINTENANCE	0	30,000	29,800	12,310	16,414	30,000
401-3650-434.6800	EQUIPMENT MAINTENANCE	0	11,676	11,676	7,034	9,379	11,700
<b>60 - MAINTENANCE Totals:</b>		<b>\$0</b>	<b>\$160,076</b>	<b>\$158,050</b>	<b>\$85,347</b>	<b>\$113,797</b>	<b>\$161,700</b>
<b>70 - SERVICES</b>							
401-3650-434.7140	CONSULTING SERVICES	\$0	\$33,800	\$33,800	\$0	\$20,000	\$33,800
401-3650-434.7311	VEHICLE INSURANCE	0	5,668	5,668	4,552	6,069	5,668
401-3650-434.7497	RECRUITMENT ADVERTISING	0	200	200	0	0	200
401-3650-434.7498	JUDGMENTS & DAMAGE CLAIM	0	500	1,000	0	0	500
401-3650-434.7510	TRAINING	0	5,600	5,600	1,007	1,343	4,800
401-3650-434.7520	TRAVEL REIMBURSEMENTS	0	630	630	50	67	600
401-3650-434.7530	MEMBERSHIPS	0	725	929	929	1,239	1,000
401-3650-434.7612	TELEPHONE/COMMUNICATIONS	0	600	600	295	394	500
401-3650-434.7800	CONTRACT SERVICES	0	0	39,744	0	0	0
401-3650-434.7830	RENTAL	0	400	400	202	269	2,400
401-3650-434.7831	VEHICLE LEASE-INTERNAL	0	9,825	9,825	7,370	9,827	13,334
<b>70 - SERVICES Totals:</b>		<b>\$0</b>	<b>\$57,948</b>	<b>\$98,396</b>	<b>\$14,406</b>	<b>\$39,208</b>	<b>\$62,802</b>
401-3650-434.8300	VEHICLES	\$0	\$45,000	\$45,000	\$44,729	\$44,729	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$0</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$44,729</b>	<b>\$44,729</b>	<b>\$0</b>
<b>3650 - PUBLIC WORKS/WATER UTILITIES Totals:</b>		<b>\$0</b>	<b>\$768,148</b>	<b>\$806,816</b>	<b>\$461,085</b>	<b>\$619,870</b>	<b>\$750,940</b>

401-3651 - PUBLIC WORKS/SEWER UTILITIES (W/S)

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3651-433.4110	FULLTIME SALARIES & WAGES	\$0	\$238,422	\$238,422	\$135,932	\$181,243	\$234,187
401-3651-433.4130	OVERTIME PAY	\$0	17,135	17,135	11,861	15,814	17,135
401-3651-433.4143	LONGEVITY PAY	\$0	1,877	1,877	4,010	5,347	4,700
401-3651-433.4145	INCENTIVE-CERTIFICATE PAY	\$0	2,100	2,100	1,000	1,333	1,500
401-3651-433.4149	CELL PHONE ALLOWANCE	\$0	540	540	405	540	720
401-3651-433.4710	SOCIAL SECURITY/MEDICARE	\$0	17,941	17,941	10,464	13,952	17,132
401-3651-433.4720	TMRS RETIREMENT	\$0	40,923	40,923	24,140	32,187	40,467
401-3651-433.4810	HEALTH/DENTAL INSURANCE	\$0	66,028	66,028	40,625	54,167	77,794
401-3651-433.4820	LIFE INSURANCE	\$0	665	665	352	469	654
401-3651-433.4830	DISABILITY INSURANCE	\$0	688	688	372	496	677
401-3651-433.4840	WORKERS COMP INSURANCE	\$0	3,324	3,324	582	776	3,467
401-3651-433.4850	EAP SERVICES	\$0	348	348	196	261	348
401-3651-433.4890	FLEX PLAN ADMINISTRATION	\$0	130	130	73	97	130
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$0</b>	<b>\$390,121</b>	<b>\$390,121</b>	<b>\$230,012</b>	<b>\$306,683</b>	<b>\$398,911</b>
<b>50 - SUPPLIES</b>							
401-3651-433.5200	PERSONNEL SUPPLIES	\$0	\$5,900	\$6,179	\$4,873	\$6,497	\$6,000
401-3651-433.5301	FUEL	\$0	18,300	18,300	3,547	4,729	18,300
401-3651-433.5400	OPERATING SUPPLIES	\$0	7,000	7,000	2,019	2,693	7,000
401-3651-433.5800	OPERATING EQUIPMENT <\$5,000	\$0	800	800	802	1,070	3,000
<b>50 - SUPPLIES Totals:</b>		<b>\$0</b>	<b>\$32,000</b>	<b>\$32,279</b>	<b>\$11,242</b>	<b>\$14,989</b>	<b>\$34,300</b>
<b>60 - MAINTENANCE</b>							
401-3651-433.6300	VEHICLE MAINTENANCE	\$0	\$4,400	\$6,193	\$4,662	\$6,215	\$6,000
401-3651-433.6551	COLLECTION LINE MAINTANCE	\$0	26,000	35,021	30,507	40,676	36,000
401-3651-433.6800	EQUIPMENT MAINTENANCE	\$0	10,842	48,101	1,224	1,633	10,900
<b>60 - MAINTENANCE Totals:</b>		<b>\$0</b>	<b>\$41,242</b>	<b>\$89,315</b>	<b>\$36,393</b>	<b>\$48,524</b>	<b>\$52,900</b>
<b>70 - SERVICES</b>							
401-3651-433.7311	VEHICLE INSURANCE	\$0	\$3,779	\$3,779	\$4,240	\$5,654	\$4,544
401-3651-433.7497	RECRUITMENT ADVERTISING	0	100	100	0	0	100
401-3651-433.7498	JUDGMENTS & DAMAGE CLAIM	0	0	1,000	1,000	1,333	500
401-3651-433.7510	TRAINING	0	4,000	4,000	0	500	4,800
401-3651-433.7520	TRAVEL REIMBURSEMENTS	0	450	450	0	0	600
401-3651-433.7530	MEMBERSHIPS	0	75	75	75	100	75
401-3651-433.7830	RENTAL	0	100	1,553	1,537	2,049	2,000
401-3651-433.7831	VEHICLE LEASE-INTERNAL	0	2,388	2,388	1,791	2,388	5,104
<b>70 - SERVICES Totals:</b>		<b>\$0</b>	<b>\$10,892</b>	<b>\$13,345</b>	<b>\$8,643</b>	<b>\$12,024</b>	<b>\$17,723</b>
401-3651-433.8300	VEHICLES	\$0	\$11,000	\$11,000	\$10,864	\$10,864	\$0
401-3651-433.8400	CAPITAL OPERATING EQUIP	0	0	0	0	0	10,000
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$0</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$10,864</b>	<b>\$10,864</b>	<b>\$10,000</b>
<b>3651 - PUBLIC WORKS/SEWER UTILITIES Totals:</b>		<b>\$0</b>	<b>\$485,255</b>	<b>\$536,060</b>	<b>\$297,153</b>	<b>\$393,083</b>	<b>\$513,834</b>

401-3655 - PUBLIC WORKS/WATER OPERATIONS (W/S)

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3655-434.4110	FULLTIME SALARIES & WAGES	\$0	\$90,987	\$90,987	\$48,493	\$64,657	\$94,503
401-3655-434.4130	OVERTIME PAY	\$0	10,191	10,191	8,243	10,991	10,191
401-3655-434.4131	HOLIDAY HRS WORKED	\$0	0	0	373	498	0
401-3655-434.4143	LONGEVITY PAY	\$0	1,145	1,145	492	656	1,522
401-3655-434.4145	INCENTIVE-CERTIFICATE PAY	\$0	90	90	60	80	0
401-3655-434.4149	CELL PHONE ALLOWANCE	\$0	162	162	108	144	162
401-3655-434.4710	SOCIAL SECURITY/MEDICARE	\$0	7,388	7,388	3,798	5,064	6,984
401-3655-434.4720	TMRS RETIREMENT	\$0	16,141	16,141	9,087	12,115	16,670
401-3655-434.4810	HEALTH/DENTAL INSURANCE	\$0	18,878	18,878	17,036	22,714	31,324
401-3655-434.4820	LIFE INSURANCE	\$0	251	251	123	164	264
401-3655-434.4830	DISABILITY INSURANCE	\$0	262	262	131	174	273
401-3655-434.4840	WORKERS COMP INSURANCE	\$0	1,235	1,235	176	234	1,687
401-3655-434.4850	EAP SERVICES	\$0	134	134	68	90	134
401-3655-434.4890	FLEX PLAN ADMINISTRATION	\$0	69	69	25	34	50
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$0</b>	<b>\$146,933</b>	<b>\$146,933</b>	<b>\$88,212</b>	<b>\$117,616</b>	<b>\$163,764</b>
<b>50 - SUPPLIES</b>							
401-3655-434.5200	PERSONNEL SUPPLIES	\$0	\$2,155	\$2,755	\$1,893	\$2,524	\$2,800
401-3655-434.5301	FUEL	0	18,300	18,300	4,621	6,161	18,300
401-3655-434.5400	OPERATING SUPPLIES	0	2,400	2,400	1,861	2,481	2,400
401-3655-434.5475	WATER METERS & BOXES	0	51,000	51,882	39,778	53,037	51,000
401-3655-434.5495	CHEMICALS	0	9,000	3,815	1,707	2,276	9,000
401-3655-434.5800	OPERATING EQUIPMENT<\$5000	0	3,800	2,800	2,755	3,674	62,300
<b>50 - SUPPLIES Totals:</b>		<b>\$0</b>	<b>\$86,655</b>	<b>\$81,952</b>	<b>\$52,614</b>	<b>\$70,152</b>	<b>\$145,800</b>
<b>60 - MAINTENANCE</b>							
401-3655-434.6300	VEHICLE MAINTENANCE	\$0	\$2,600	\$4,100	\$3,928	\$5,238	\$6,000
401-3655-434.6543	WATER PLANT MAINTENANCE	0	51,065	152,065	17,222	144,963	52,000
401-3655-434.6547	WATER METER MAINTENANCE	0	6,620	7,305	1,650	2,200	8,600
401-3655-434.6800	EQUIPMENT MAINTENANCE	0	2,224	224	94	125	2,300
401-3655-434.6801	EMERGENCY GENERATOR MAINT	0	11,637	11,637	5,254	11,637	12,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$0</b>	<b>\$74,146</b>	<b>\$175,331</b>	<b>\$28,149</b>	<b>\$164,163</b>	<b>\$80,900</b>
<b>70 - SERVICES</b>							
401-3655-434.7311	VEHICLE INSURANCE	\$0	\$1,498	\$1,498	\$1,461	\$1,948	\$1,566
401-3655-434.7400	OPERATING SERVICES	0	30,000	36,991	8,825	11,767	32,200
401-3655-434.7471	PURCHASED WATER	0	1,123,900	1,008,900	613,404	967,871	1,123,900
401-3655-434.7494	PERMITS & INSPECTION FEES	0	45,800	45,800	41,611	55,481	45,800
401-3655-434.7498	JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	500
401-3655-434.7510	TRAINING	0	1,600	1,600	879	1,172	2,400
401-3655-434.7520	TRAVEL REIMBURSEMENTS	0	180	180	24	32	300
401-3655-434.7611	ELECTRICITY	0	164,057	164,057	80,933	157,911	164,057
401-3655-434.7612	TELEPHONE/COMMUNICATIONS	0	600	600	231	308	500
401-3655-434.7613	NATURAL GAS	0	2,100	2,100	904	1,205	2,100
401-3655-434.7830	RENTAL	0	1,600	1,600	429	572	1,000
401-3655-434.7831	VEHICLE LEASE-INTERNAL	0	3,275	3,275	2,457	3,276	3,275
401-3655-434.7840	POLLUTION CONTROL & ABATE	0	19,800	19,800	9,473	12,631	19,800
<b>70 - SERVICES Totals:</b>		<b>\$0</b>	<b>\$1,394,410</b>	<b>\$1,286,401</b>	<b>\$760,630</b>	<b>\$1,214,173</b>	<b>\$1,397,398</b>
<b>90 - OTHER</b>							
401-3655-434.9342	95 CITY OF HOUSTON BONDS	\$0	\$148,193	\$148,193	\$98,057	\$148,193	\$148,193
<b>90 - OTHER Totals:</b>		<b>\$0</b>	<b>\$148,193</b>	<b>\$148,193</b>	<b>\$98,057</b>	<b>\$148,193</b>	<b>\$148,193</b>
<b>3655 - PUBLIC WORKS/WATER OPERATIONS Totals:</b>		<b>\$0</b>	<b>\$1,850,337</b>	<b>\$1,838,810</b>	<b>\$1,027,662</b>	<b>\$1,714,297</b>	<b>\$1,936,055</b>

401-3656 - PUBLIC WORKS/SEWER OPERATIONS (W/S)

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3656-433.4110	FULLTIME SALARIES & WAGES	\$0	\$251,459	\$251,459	\$129,999	\$173,331	\$246,255
401-3656-433.4130	OVERTIME PAY	\$0	13,708	13,708	9,368	12,491	13,708
401-3656-433.4131	HOLIDAY HRS WORKED	\$0	0	0	827	1,102	0
401-3656-433.4143	LONGEVITY PAY	\$0	4,025	4,025	3,956	5,275	3,935
401-3656-433.4145	INCENTIVE-CERTIFICATE PAY	\$0	3,600	3,600	1,275	1,700	1,800
401-3656-433.4149	CELL PHONE ALLOWANCE	\$0	1,080	1,080	810	1,080	1,920
401-3656-433.4190	ACCRUED PAYROLL	\$0	0	0	3,061	4,081	0
401-3656-433.4710	SOCIAL SECURITY/MEDICARE	\$0	19,705	19,705	10,770	14,360	19,012
401-3656-433.4720	TMRS RETIREMENT	\$0	43,095	43,095	23,535	31,380	41,937
401-3656-433.4810	HEALTH/DENTAL INSURANCE	\$0	57,647	57,647	22,997	30,663	50,933
401-3656-433.4820	LIFE INSURANCE	\$0	698	698	348	464	684
401-3656-433.4830	DISABILITY INSURANCE	\$0	726	726	370	493	712
401-3656-433.4840	WORKERS COMP INSURANCE	\$0	3,337	3,337	789	1,052	4,527
401-3656-433.4850	EAP SERVICES	\$0	305	305	139	186	290
401-3656-433.4890	FLEX PLAN ADMINISTRATION	\$0	181	181	52	69	108
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$0</b>	<b>\$399,566</b>	<b>\$399,566</b>	<b>\$208,296</b>	<b>\$277,727</b>	<b>\$385,821</b>
<b>50 - SUPPLIES</b>							
401-3656-433.5200	PERSONNEL SUPPLIES	\$0	\$4,638	\$4,038	\$2,364	\$3,152	\$4,700
401-3656-433.5301	FUEL	0	18,300	18,300	3,129	14,172	18,300
401-3656-433.5400	OPERATING SUPPLIES	0	2,400	2,400	1,017	1,355	2,400
401-3656-433.5800	OPERATING EQUIPMENT <\$5,000	0	300	300	300	400	300
<b>50 - SUPPLIES Totals:</b>		<b>\$0</b>	<b>\$25,638</b>	<b>\$25,038</b>	<b>\$6,810</b>	<b>\$19,080</b>	<b>\$25,700</b>
<b>60 - MAINTENANCE</b>							
401-3656-433.6300	VEHICLE MAINTENANCE	\$0	\$2,750	\$7,250	\$6,438	\$8,585	\$6,000
401-3656-433.6552	LIFT STATION MAINTENANCE	0	52,000	100,879	87,561	116,748	52,000
401-3656-433.6800	EQUIPMENT MAINTENANCE	0	3,058	2,058	0	1,500	3,100
401-3656-433.6801	EMERGENCY GENERATOR MAINT	0	46,448	46,448	21,873	46,448	47,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$0</b>	<b>\$104,256</b>	<b>\$156,635</b>	<b>\$115,873</b>	<b>\$173,281</b>	<b>\$108,100</b>
<b>70 - SERVICES</b>							
401-3656-433.7311	VEHICLE INSURANCE	\$0	\$3,656	\$3,656	\$2,129	\$2,838	\$3,656
401-3656-433.7473	BLACKHAWK WW OPERATIONS	0	2,118,700	2,532,301	1,009,500	2,532,301	2,118,700
401-3656-433.7498	JUDGMENTS & DAMAGE CLAIMS	0	0	0	0	0	500
401-3656-433.7510	TRAINING	0	4,000	4,000	607	809	3,200
401-3656-433.7520	TRAVEL REIMBURSEMENTS	0	360	360	18	24	400
401-3656-433.7530	MEMBERSHIPS	0	175	175	0	0	200
401-3656-433.7611	ELECTRICITY	0	129,442	129,442	100,136	133,514	129,442
401-3656-433.7613	NATURAL GAS	0	10,470	10,470	6,374	8,498	10,470
401-3656-433.7830	RENTAL	0	400	400	93	124	1,000
401-3656-433.7831	VEHICLE LEASE-INTERNAL	0	10,037	10,037	7,525	10,034	12,060
<b>70 - SERVICES Totals:</b>		<b>\$0</b>	<b>\$2,277,240</b>	<b>\$2,690,841</b>	<b>\$1,126,382</b>	<b>\$2,688,144</b>	<b>\$2,279,628</b>
401-3656-433.8300	VEHICLES	\$0	\$19,928	\$19,928	\$20,533	\$20,533	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$0</b>	<b>\$19,928</b>	<b>\$19,928</b>	<b>\$20,533</b>	<b>\$20,533</b>	<b>\$0</b>
<b>90 - OTHER</b>							
401-3656-433.9061	BLACKHAWK WWTP OPER RESERVE	\$0	\$13,900	\$16,668	\$9,349	\$12,465	\$13,900
401-3656-433.9343	GCWDA-WWTP CLARIFIER PROJ	0	245,641	245,641	0	0	245,641
<b>90 - OTHER Totals:</b>		<b>\$0</b>	<b>\$259,541</b>	<b>\$262,309</b>	<b>\$9,349</b>	<b>\$12,465</b>	<b>\$259,541</b>
<b>3656 - PUBLIC WORKS/SEWER OPERATIONS Totals:</b>		<b>\$0</b>	<b>\$3,086,169</b>	<b>\$3,554,317</b>	<b>\$1,487,241</b>	<b>\$3,191,229</b>	<b>\$3,058,790</b>

**WATER UTILITIES (3650) AND WATER OPERATIONS (3655)  
FORMERLY DIVISION 3642**

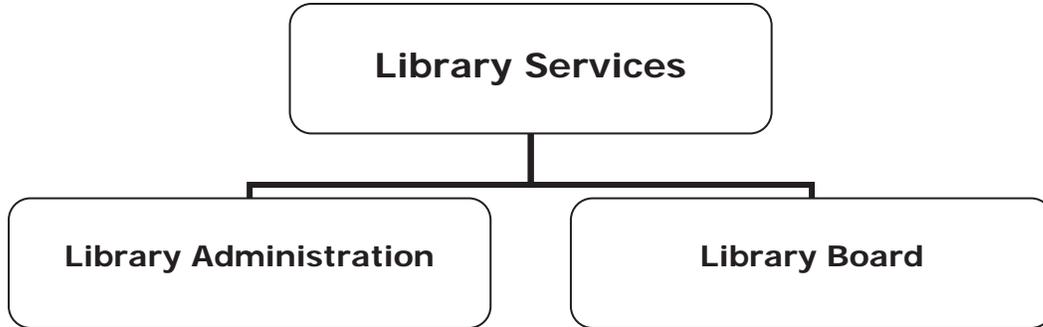
Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Proposed Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3642-434.4110	FULLTIME SALARIES & WAGES	\$377,556	\$343,479	\$343,479	\$228,372	\$304,496	\$353,227
401-3642-434.4130	OVERTIME PAY	42,409	45,858	45,858	23,279	31,038	45,859
401-3642-434.4131	HOLIDAY HRS WORKED	1,200	0	0	1,095	1,459	0
401-3642-434.4143	LONGEVITY PAY	6,334	6,775	6,775	4,647	6,196	5,417
401-3642-434.4145	INCENTIVE-CERTIFICATE PAY	2,940	2,790	2,790	2,435	3,247	3,300
401-3642-434.4149	CELL PHONE ALLOWANCE	1,842	1,302	1,302	883	1,177	1,362
401-3642-434.4190	ACCRUED PAYROLL	(13,085)	0	0	0	0	0
401-3642-434.4710	SOCIAL SECURITY/MEDICARE	31,340	29,171	29,171	18,443	24,591	29,061
401-3642-434.4720	TMRS RETIREMENT	69,073	62,975	62,975	41,105	54,807	64,117
401-3642-434.4810	HEALTH/DENTAL INSURANCE	65,848	67,706	67,706	54,354	72,472	94,173
401-3642-434.4820	LIFE INSURANCE	1,059	952	952	592	790	984
401-3642-434.4830	DISABILITY INSURANCE	1,100	990	990	621	828	1,021
401-3642-434.4840	WORKERS COMP INSURANCE	4,604	5,299	5,299	1,383	1,844	6,856
401-3642-434.4850	EAP SERVICES	547	482	482	304	406	482
401-3642-434.4890	FLEX PLAN ADMINISTRATION	222	199	199	113	151	243
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$592,987</b>	<b>\$567,978</b>	<b>\$567,978</b>	<b>\$377,627</b>	<b>\$503,503</b>	<b>\$606,102</b>
<b>50 - SUPPLIES</b>							
401-3642-434.5100	OFFICE SUPPLIES	\$200	\$0	\$0	\$0	\$0	\$0
401-3642-434.5200	PERSONNEL SUPPLIES	5,036	9,734	10,899	5,863	7,818	10,400
401-3642-434.5301	FUEL	25,458	36,600	36,600	9,830	13,107	36,600
401-3642-434.5400	OPERATING SUPPLIES	17,395	9,400	9,081	6,068	8,091	9,400
401-3642-434.5475	WATER METERS & BOXES	32,507	51,000	51,882	39,778	53,037	51,000
401-3642-434.5476	WATER METERS-REPL PROGRAM	24,477	40,000	40,000	4,161	5,547	40,000
401-3642-434.5495	CHEMICALS	3,108	9,000	3,815	1,707	2,276	9,000
401-3642-434.5800	OPERATING EQUIPMENT<\$5000	4,750	15,000	14,000	12,395	16,526	73,500
<b>50 - SUPPLIES Totals:</b>		<b>\$112,930</b>	<b>\$170,734</b>	<b>\$166,277</b>	<b>\$79,802</b>	<b>\$106,402</b>	<b>\$229,900</b>
<b>60 - MAINTENANCE</b>							
401-3642-434.6300	VEHICLE MAINTENANCE	\$7,028	\$7,000	\$12,500	\$12,225	\$16,299	\$12,000
401-3642-434.6541	DISTRIBUTION LINE MAINT	76,212	114,000	108,174	57,707	76,942	114,000
401-3642-434.6543	WATER PLANT MAINTENANCE	66,884	51,065	152,065	17,222	144,963	52,000
401-3642-434.6546	FIRE HYDRANT MAINTENANCE	31,217	30,000	29,800	12,310	16,414	30,000
401-3642-434.6547	WATER METER MAINTENANCE	2,357	6,620	7,305	1,650	2,200	8,600
401-3642-434.6800	EQUIPMENT MAINTENANCE	3,620	13,900	11,900	7,128	9,504	14,000
401-3655-434.6801	EMERGENCY GENERATOR MAINT	0	11,637	11,637	5,254	11,637	12,000
401-3642-434.6871	CONSTRUCTION EQUIP MAINT	6,994	0	0	0	0	0
<b>60 - MAINTENANCE Totals:</b>		<b>\$194,313</b>	<b>\$234,222</b>	<b>\$333,381</b>	<b>\$113,496</b>	<b>\$277,959</b>	<b>\$242,600</b>
<b>70 - SERVICES</b>							
401-3642-434.7140	CONSULTING SERVICES	\$21,611	\$33,800	\$33,800	\$0	\$20,000	\$33,800
401-3642-434.7311	VEHICLE INSURANCE	4,731	7,166	7,166	6,013	8,018	7,234
401-3642-434.7400	OPERATING SERVICES	14,035	30,000	36,991	8,825	11,767	32,200
401-3642-434.7401	POSTAL / COURIER SERVICES	552	0	0	0	0	0
401-3642-434.7471	PURCHASED WATER	1,058,968	1,123,900	1,008,900	613,404	967,871	1,123,900
401-3642-434.7494	PERMITS & INSPECTION FEES	40,941	45,800	45,800	41,611	55,481	45,800
401-3650-434.7497	RECRUITMENT ADVERTISING	0	200	200	0	0	200
401-3650-434.7498	JUDGMENTS & DAMAGE CLAIM	0	500	1,000	0	0	1,000
401-3642-434.7510	TRAINING	1,764	7,200	7,200	1,886	2,515	7,200
401-3642-434.7520	TRAVEL REIMBURSEMENTS	108	810	810	74	99	900
401-3642-434.7530	MEMBERSHIPS	665	725	929	929	1,239	1,000
401-3642-434.7611	ELECTRICITY	169,474	164,057	164,057	80,933	157,911	164,057
401-3642-434.7612	TELEPHONE/COMMUNICATIONS	955	1,200	1,200	526	701	1,000
401-3642-434.7613	NATURAL GAS	604	2,100	2,100	904	1,205	2,100
401-3642-434.7625	SAFETY SERVICES	125	0	0	0	0	0
401-3650-434.7800	CONTRACT SERVICES	0	0	39,744	0	0	0
401-3642-434.7830	RENTAL	304	2,000	2,000	631	841	3,400
401-3642-434.7831	VEHICLE LEASE-INTERNAL	12,651	13,100	13,100	9,827	13,103	16,609
401-3642-434.7840	POLLUTION CONTROL & ABATE	18,946	19,800	19,800	9,473	12,631	19,800
<b>70 - SERVICES Totals:</b>		<b>\$1,346,433</b>	<b>\$1,452,358</b>	<b>\$1,384,797</b>	<b>\$775,036</b>	<b>\$1,253,381</b>	<b>\$1,460,200</b>
<b>80 - CAPITAL OUTLAY</b>							
401-3650-434.8300	VEHICLES	\$0	\$45,000	\$45,000	\$44,729	\$44,729	\$0
401-3642-434.8400	CAPITAL OPERATING EQUIP	22,650	0	0	0	0	0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$22,650</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$44,729</b>	<b>\$44,729</b>	<b>\$0</b>
<b>90 - OTHER</b>							
401-3642-434.9342	95 CITY OF HOUSTON BONDS	\$122,388	\$148,193	\$148,193	\$98,057	\$148,193	\$148,193
<b>90 - OTHER Totals:</b>		<b>\$122,388</b>	<b>\$148,193</b>	<b>\$148,193</b>	<b>\$98,057</b>	<b>\$148,193</b>	<b>\$148,193</b>
<b>3642 - WATER OPERATIONS Totals:</b>		<b>\$2,391,702</b>	<b>\$2,618,485</b>	<b>\$2,645,626</b>	<b>\$1,488,747</b>	<b>\$2,334,168</b>	<b>\$2,686,995</b>

**SEWER UTILITIES (3651) AND SEWER OPERATIONS (3656)  
FORMERLY DIVISION 3647**

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Proposed Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3647-433.4110	FULLTIME SALARIES & WAGES	\$321,163	\$489,881	\$489,881	\$265,931	\$354,575	\$480,442
401-3647-433.4130	OVERTIME PAY	35,039	30,843	30,843	21,229	28,305	30,843
401-3647-433.4131	HOLIDAY HRS WORKED	1,853	0	0	827	1,102	0
401-3647-433.4143	LONGEVITY PAY	5,335	5,902	5,902	7,966	10,622	8,635
401-3647-433.4145	INCENTIVE-CERTIFICATE PAY	3,525	5,700	5,700	2,275	3,033	3,300
401-3647-433.4149	CELL PHONE ALLOWANCE	540	1,620	1,620	1,215	1,620	2,640
401-3647-433.4190	ACCRUED PAYROLL	(8,290)	0	0	3,061	4,081	0
401-3647-433.4710	SOCIAL SECURITY/MEDICARE	26,236	37,646	37,646	21,234	28,312	36,144
401-3647-433.4720	TMRS RETIREMENT	59,303	84,018	84,018	47,675	63,567	82,404
401-3647-433.4810	HEALTH/DENTAL INSURANCE	68,743	123,675	123,675	63,622	84,830	128,727
401-3647-433.4820	LIFE INSURANCE	910	1,363	1,363	700	934	1,338
401-3647-433.4830	DISABILITY INSURANCE	943	1,414	1,414	742	989	1,389
401-3647-433.4840	WORKERS COMP INSURANCE	4,018	6,661	6,661	1,371	1,828	7,994
401-3647-433.4850	EAP SERVICES	467	653	653	335	447	638
401-3647-433.4890	FLEX PLAN ADMINISTRATION	174	311	311	125	166	238
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$519,959</b>	<b>\$789,687</b>	<b>\$789,687</b>	<b>\$438,308</b>	<b>\$584,410</b>	<b>\$784,732</b>
<b>50 - SUPPLIES</b>							
401-3647-433.5200	PERSONNEL SUPPLIES	\$5,677	\$10,538	\$10,217	\$7,237	\$9,649	\$10,700
401-3647-433.5301	FUEL	5,823	36,600	36,600	6,676	18,901	36,600
401-3647-433.5400	OPERATING SUPPLIES	2,732	9,400	9,400	3,036	4,048	9,400
401-3647-433.5800	OPERATING EQUIPMENT <\$5000	1,465	1,100	1,100	1,102	1,470	3,300
<b>50 - SUPPLIES Totals:</b>		<b>\$15,697</b>	<b>\$57,638</b>	<b>\$57,317</b>	<b>\$18,051</b>	<b>\$34,068</b>	<b>\$60,000</b>
<b>60 - MAINTENANCE</b>							
401-3647-433.6240	FENCE MAINTENANCE	\$406	\$0	\$0	\$0	\$0	\$0
401-3647-433.6300	VEHICLE MAINTENANCE	7,441	7,150	13,443	11,100	14,800	12,000
401-3647-433.6551	COLLECTION LINE MAINTANCE	25,152	26,000	35,021	30,507	40,676	36,000
401-3647-433.6552	LIFT STATION MAINTENANCE	79,506	52,000	100,879	87,561	116,748	52,000
401-3647-433.6553	WW TREATMENT PLANT MAINT	1,610	0	0	0	0	0
401-3647-433.6800	EQUIPMENT MAINTENANCE	8,226	13,900	50,159	1,224	3,133	14,000
401-3656-433.6801	EMERGENCY GENERATOR MAINT	0	46,448	46,448	21,873	46,448	47,000
401-3647-433.6871	CONSTRUCTION EQUIP MAINT	474	0	0	0	0	0
<b>60 - MAINTENANCE Totals:</b>		<b>\$122,816</b>	<b>\$145,498</b>	<b>\$245,950</b>	<b>\$152,265</b>	<b>\$221,805</b>	<b>\$161,000</b>
<b>70 - SERVICES</b>							
401-3647-433.7311	VEHICLE INSURANCE	\$6,071	\$7,435	\$7,435	\$6,369	\$8,492	\$8,200
401-3647-433.7473	BLACKHAWK WW OPERATIONS	1,844,685	2,118,700	2,532,301	1,009,500	2,532,301	2,118,700
401-3651-433.7497	RECRUITMENT ADVERTISING	\$0	\$100	\$100	\$0	\$0	100
401-3647-433.7498	JUDGMENTS & DAMAGE CLAIM	841	0	1,000	1,000	1,333	1,000
401-3647-433.7510	TRAINING	3,004	8,000	8,000	607	1,309	8,000
401-3647-433.7520	TRAVEL REIMBURSEMENTS	169	810	810	18	24	1,000
401-3647-433.7530	MEMBERSHIPS	225	250	250	75	100	275
401-3647-433.7611	ELECTRICITY	143,462	129,442	129,442	100,136	133,514	129,442
401-3647-433.7613	NATURAL GAS	7,759	10,470	10,470	6,374	8,498	10,470
401-3647-433.7625	SAFETY SERVICES	125	0	0	0	0	0
401-3647-433.7830	RENTAL	1,561	500	1,953	1,630	2,173	3,000
401-3647-433.7831	VEHICLE LEASE-INTERNAL	10,750	12,425	12,425	9,316	12,422	17,164
<b>70 - SERVICES Totals:</b>		<b>\$2,018,651</b>	<b>\$2,288,132</b>	<b>\$2,704,186</b>	<b>\$1,135,025</b>	<b>\$2,700,168</b>	<b>\$2,297,351</b>
<b>80 - CAPITAL OUTLAY</b>							
401-3651-433.8300	VEHICLES	\$0	\$30,928	\$30,928	\$31,396	\$31,396	\$0
401-3647-433.8400	CAPITAL OPERATING EQUIP	76,798	0	0	0	0	10,000
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$76,798</b>	<b>\$30,928</b>	<b>\$30,928</b>	<b>\$31,396</b>	<b>\$31,396</b>	<b>\$10,000</b>
<b>90 - OTHER</b>							
401-3647-433.9061	BLACKHAWK WWTP OPER RESERVE	\$29,098	\$13,900	\$16,668	\$9,349	\$12,465	\$13,900
401-3656-433.9343	GCWDA-WWTP CLARIFIER PROJ	0	245,641	245,641	0	0	245,641
<b>90 - OTHER Totals:</b>		<b>\$29,098</b>	<b>\$259,541</b>	<b>\$262,309</b>	<b>\$9,349</b>	<b>\$12,465</b>	<b>\$259,541</b>
<b>3647 - SEWER OPERATIONS Totals:</b>		<b>\$2,783,019</b>	<b>\$3,571,424</b>	<b>\$4,090,377</b>	<b>\$1,784,394</b>	<b>\$3,584,312</b>	<b>\$3,572,624</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3648-434.4110	FULLTIME SALARIES & WAGES	\$68,648	\$70,789	\$70,789	\$48,270	\$64,360	\$72,604
401-3648-434.4130	OVERTIME PAY	5,530	2,000	2,000	3,395	4,526	2,000
401-3648-434.4143	LONGEVITY PAY	1,590	1,710	1,710	1,710	2,280	1,935
401-3648-434.4145	INCENTIVE-CERTIFICATE PAY	400	300	300	1,000	1,333	1,500
401-3648-434.4149	CELL PHONE ALLOWANCE	875	840	840	560	747	840
401-3648-434.4190	ACCRUED PAYROLL	1,571	0	0	0	0	0
401-3648-434.4710	SOCIAL SECURITY/MEDICARE	5,446	5,384	5,384	3,661	4,882	5,190
401-3648-434.4720	TMRS RETIREMENT	12,310	11,904	11,904	8,662	11,549	12,362
401-3648-434.4810	HEALTH/DENTAL INSURANCE	14,903	16,637	16,637	15,006	20,008	22,854
401-3648-434.4820	LIFE INSURANCE	193	196	196	125	166	201
401-3648-434.4830	DISABILITY INSURANCE	201	204	204	130	174	210
401-3648-434.4840	WORKERS COMP INSURANCE	851	921	921	319	426	1,333
401-3648-434.4850	EAP SERVICES	119	116	116	75	99	116
401-3648-434.4890	FLEX PLAN ADMINISTRATION	44	43	43	28	37	43
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$112,683</b>	<b>\$111,044</b>	<b>\$111,044</b>	<b>\$82,940</b>	<b>\$110,587</b>	<b>\$121,188</b>
<b>50 - SUPPLIES</b>							
401-3648-434.5200	PERSONNEL SUPPLIES	\$1,191	\$2,200	\$2,225	\$1,085	\$1,447	\$2,500
401-3648-434.5301	FUEL	0	0	0	1,643	2,191	2,000
401-3648-434.5400	OPERATING SUPPLIES	1,177	1,500	1,500	302	402	1,700
401-3648-434.5800	OPERATING EQUIPMENT<\$5000	217	400	400	142	189	400
<b>50 - SUPPLIES Totals:</b>		<b>\$2,585</b>	<b>\$4,100</b>	<b>\$4,125</b>	<b>\$3,172</b>	<b>\$4,229</b>	<b>\$6,600</b>
<b>60 - MAINTENANCE</b>							
401-3648-434.6300	VEHICLE MAINTENANCE	\$882	\$1,750	\$8,340	\$7,774	\$10,366	\$3,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$882</b>	<b>\$1,750</b>	<b>\$8,340</b>	<b>\$7,774</b>	<b>\$10,366</b>	<b>\$3,000</b>
<b>70 - SERVICES</b>							
401-3648-434.7311	VEHICLE INSURANCE	\$1,975	\$1,017	\$1,017	\$991	\$1,321	\$1,062
401-3648-434.7498	JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	500
401-3648-434.7510	TRAINING	761	1,600	1,600	385	513	1,600
401-3648-434.7520	TRAVEL REIMBURSEMENTS	0	180	180	13	18	200
401-3648-434.7800	CONTRACT SERVICES	84,369	83,926	83,926	63,645	84,860	84,000
401-3648-434.7831	VEHICLE LEASE-INTERNAL	1,466	2,849	2,849	2,134	2,846	2,849
<b>70 - SERVICES Totals:</b>		<b>\$88,571</b>	<b>\$89,572</b>	<b>\$89,572</b>	<b>\$67,168</b>	<b>\$89,557</b>	<b>\$90,211</b>
<b>3648 - UTILITY CUSTOMER SERVICE Totals:</b>		<b>\$204,721</b>	<b>\$206,466</b>	<b>\$213,081</b>	<b>\$161,054</b>	<b>\$214,739</b>	<b>\$220,999</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
401-3770-434.4110	FULLTIME SALARIES & WAGES	\$63,792	\$79,870	\$79,870	\$70,671	\$94,228	\$81,091
401-3770-434.4130	OVERTIME PAY	1,371	3,550	3,550	1,339	1,786	3,500
401-3770-434.4143	LONGEVITY PAY	749	306	306	0	0	487
401-3770-434.4145	INCENTIVE-CERTIFICATE PAY	2,090	3,240	3,240	2,155	2,873	3,660
401-3770-434.4149	CELL PHONE ALLOWANCE	646	876	876	675	900	1,020
401-3770-434.4190	ACCRUED PAYROLL	3,117	0	0	0	0	0
401-3770-434.4710	SOCIAL SECURITY/MEDICARE	5,477	6,671	6,671	5,085	6,779	6,227
401-3770-434.4720	TMRS RETIREMENT	11,686	13,816	13,816	11,794	15,726	14,067
401-3770-434.4810	HEALTH/DENTAL INSURANCE	3,846	19,529	19,529	19,610	26,146	20,527
401-3770-434.4820	LIFE INSURANCE	178	222	222	185	247	225
401-3770-434.4830	DISABILITY INSURANCE	188	230	230	198	265	235
401-3770-434.4840	WORKERS COMP INSURANCE	186	210	210	92	123	301
401-3770-434.4850	EAP SERVICES	70	81	81	74	99	81
401-3770-434.4890	FLEX PLAN ADMINISTRATION	26	93	93	28	37	30
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$93,421</b>	<b>\$128,694</b>	<b>\$128,694</b>	<b>\$111,906</b>	<b>\$149,209</b>	<b>\$131,451</b>
<b>50 - SUPPLIES</b>							
401-3770-434.5100	OFFICE SUPPLIES	\$0	\$85	\$85	\$0	\$0	\$0
401-3770-434.5200	PERSONNEL SUPPLIES	194	250	375	282	376	1,100
401-3770-434.5301	FUEL	1,178	2,558	2,258	585	780	2,558
401-3770-434.5400	OPERATING SUPPLIES	50	100	100	90	119	200
<b>50 - SUPPLIES Totals:</b>		<b>\$1,422</b>	<b>\$2,993</b>	<b>\$2,818</b>	<b>\$957</b>	<b>\$1,276</b>	<b>\$3,858</b>
<b>60 - MAINTENANCE</b>							
401-3770-434.6300	VEHICLE MAINTENANCE	\$1,491	\$1,880	\$1,880	\$117	\$156	\$1,500
<b>60 - MAINTENANCE Totals:</b>		<b>\$1,491</b>	<b>\$1,880</b>	<b>\$1,880</b>	<b>\$117</b>	<b>\$156</b>	<b>\$1,500</b>
<b>70 - SERVICES</b>							
401-3770-434.7130	ENGINEERING SERVICES	\$25,000	\$10,000	\$10,000	\$0	\$10,000	\$10,000
401-3770-434.7311	VEHICLE INSURANCE	952	1,040	1,040	1,012	1,350	1,085
401-3770-434.7498	JUDGMENTS & DAMAGE CLAIMS	0	0	0	0	0	500
401-3770-434.7510	TRAINING	0	300	300	275	367	800
401-3770-434.7520	TRAVEL REIMBURSEMENTS	0	700	575	51	68	500
401-3770-434.7530	MEMBERSHIPS	0	0	300	45	60	300
401-3770-434.7540	PUBLICATIONS	0	110	110	0	0	120
401-3770-434.7831	VEHICLE LEASE-INTERNAL	1,317	3,012	3,012	2,259	3,012	3,718
<b>70 - SERVICES Totals:</b>		<b>\$27,269</b>	<b>\$15,162</b>	<b>\$15,337</b>	<b>\$3,642</b>	<b>\$14,856</b>	<b>\$17,023</b>
<b>3770 - CIP ADMINISTRATION Totals:</b>		<b>\$123,603</b>	<b>\$148,729</b>	<b>\$148,729</b>	<b>\$116,622</b>	<b>\$165,496</b>	<b>\$153,832</b>



## **Library Services**

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### **Mission Statement**

The mission of the Friendswood Public Library is to provide all persons in the community confidential access to materials that can improve their minds, and also to provide an environment in which individuals may freely pursue intellectual, educational, and recreational interests through diverse services and resources in a variety of formats.

### **Current Operations**

The Friendswood Public Library serves as an informational, educational, and recreational resource to all citizens of Friendswood. Currently the library collection consists of over 98,000 physical items and 119 magazine and newspaper subscriptions. The library also provides access to over 43,000 downloadable e-books, audiobooks and videos. The physical collection also includes popular and educational videos, compact discs, audiobooks and electronic resources.

Adult services staff serve the community through reference services online, by email, in-person and by phone. Outreach opportunities in the use of library services and online resources are also provided throughout the year. The Library also provides internet computers, access to several software applications including word processing and spreadsheet software, and a fee based printing service. Classes are offered in basic computer skills, basic software applications and use of electronic resources. Electronic resources include full text articles from over 1,200 periodicals and reference works, an auto repair database, online foreign language courses, genealogy databases, software and technology training, and an online guide to fiction and nonfiction literature. Adult educational and cultural programs are provided throughout the year. Through the library the citizens may download best-selling audiobooks, eBooks, videos and popular magazines 24/7 to their PC, tablet, or smart phone at home, in the office or from anywhere in the world.

Children's services include elementary, toddler and preschool ages. Story times are offered three times per week and outreach story times are provided at area preschool and child care facilities. Special programs for children and young adults are offered throughout the year with a special emphasis on summer reading for children of all ages. After school programs are offered several times a week during the school year for upper elementary and junior high age children. Saturday and evening family story times are offered monthly.

The library's major purpose is to encourage a love of reading, to promote lifelong learning and to provide a community space for the exchange of ideas and access to information.

## Library Services

### Departmental Accomplishments in FY 2015-16

- Maintained essential library services and programs during the renovation and expansion of the library facility
- Provided outreach services to local daycares, schools and other venues to continue library children’s services during the library’s renovation and expansion
- Provided outreach training to senior citizens in the use of library services, online resources and programming opportunities during the library’s renovation and expansion
- Updated and enhanced the library’s electronic resources website to provide improved subject access to 86 individual library databases.
- Partnered with Texas Health and Human Services Commission to become a Community Partner in the Texas Hunger Initiative program.
- Provided online summer reading clubs, including rewards, incentives and programs during construction
- Partnered with local writing groups to bring Poet Laureate and Pushcart Prize winning authors to the library for readings and discussions

### Highlights of the Budget

The following decision packages is included with the FY17 adopted budget:

Description	Amount
Library Page – Additional part-time personnel of 0.35 FTE (using existing funds from other positions)	\$6,485
Ongoing Cost	

### 2016-2017 Departmental Goals and Performance Measures

#### Major Departmental Goals

- Design and create a makerspace to provide access to technologies promoting STEM resources, including tablets, 3D printer and 3D scanner, Green Screen and video equipment and software
- Partner with SCORE (counselors to America’s Small Business) to provide a place for entrepreneurs and small business owners to receive counseling and access business resources
- Establish library liaisons to local business, school, and civic leaders to improve communication, cooperation, and to gather information for library planning

## Library Services

- Begin the full implementation of services dependent on the expanded and renovated library facility, including a variety of computer training opportunities in the new computer lab room
  
- Promote, provide, and schedule access to new community meeting and group study spaces

Library Department	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Forecast
<b>Inputs</b>					
#of full time equivalents (FTE's)	14.37	14.62	14.62	14.62	14.97
Division Expenditures	\$1,083,043	\$1,036,843	\$1,125,330	\$1,104,600	\$1,158,171
<b>Outputs</b>					
# of Total physical items in library collection	98,188	97,042	98,000	98,000	98,000
# of Total electronic items in library collection	43,166	44,048	46,000	46,000	48,000
# of Items catalogued & processed	9,269	8,024	9,000	7,500	9,200
# of programs	904	1042	1000	1050	1050
# of Computers available public use	33	33	38	38	40
# of Reading club signups	2,820	2,591	2,600	2,600	2,650
<b>Measures of Effectiveness</b>					
# of Items checked out	367,452	350,145	350,145	350,000	375,000
# of Attendance at programs	29,524	30,751	30,751	30,000	35,000
# of Computer usage	27,126	25,002	26,000	26,000	28,000
# of Library visits	162,803	153,755	153,755	150,000	150,000
# of Reading club completion	75%	77%	77%	78%	78%
# of Reference transactions	27,364	28,324	28,324	26,000	28,000
# of Loans received from other libraries	778	557	557	750	785
# of Loans provided to other libraries	999	639	639	1,200	1,300
<b>Measures of Efficiency</b>					
Circulation per capita*	8.80	8.2	8.8	8.0	9.0
Items per capita*	3.38	3.32	3.38	3.25	3.50
Sq. footage per capita*	0.36	0.36	0.36	0.51	0.51
Monthly Operating Costs	\$90,254	\$86,404	\$93,778	\$92,050	\$96,514
Department expenditures per capita	\$28.15	\$26.57	\$28.69	\$28.16	\$29.43

\*Per capita data is from the Texas State Library Annual Report

**LIBRARY SERVICES  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION	\$1,005,591	\$1,086,263	\$1,102,297	\$695,700	\$1,053,622	\$1,119,004	3.0%
LIBRARY BOARD	31,252	39,067	54,230	21,617	50,978	39,167	0.3%
<b>DEPARTMENT TOTAL</b>	<b>\$1,036,843</b>	<b>\$1,125,330</b>	<b>\$1,156,528</b>	<b>\$717,317</b>	<b>\$1,104,600</b>	<b>\$1,158,171</b>	<b>2.9%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	0 FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$870,053	\$947,496	\$947,496	\$609,150	\$901,836	\$979,237	3.3%
SUPPLIES	144,632	154,469	185,174	93,818	179,097	154,469	0.0%
MAINTENANCE	811	740	740	420	720	840	13.5%
SERVICES	21,347	22,625	23,118	13,929	22,947	23,625	4.4%
<b>CLASSIFICATION TOTAL</b>	<b>\$1,036,843</b>	<b>\$1,125,330</b>	<b>\$1,156,528</b>	<b>\$717,317</b>	<b>\$1,104,600</b>	<b>\$1,158,171</b>	<b>2.9%</b>

**PERSONNEL SUMMARY BY DIVISION**

DIVISION	*FY15 ACTUAL	*FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION*	14.37	14.62	14.62	14.62	14.62	14.97	2.4%
LIBRARY BOARD	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
<b>PERSONNEL TOTAL</b>	<b>14.37</b>	<b>14.62</b>	<b>14.62</b>	<b>14.62</b>	<b>14.62</b>	<b>14.97</b>	<b>2.4%</b>

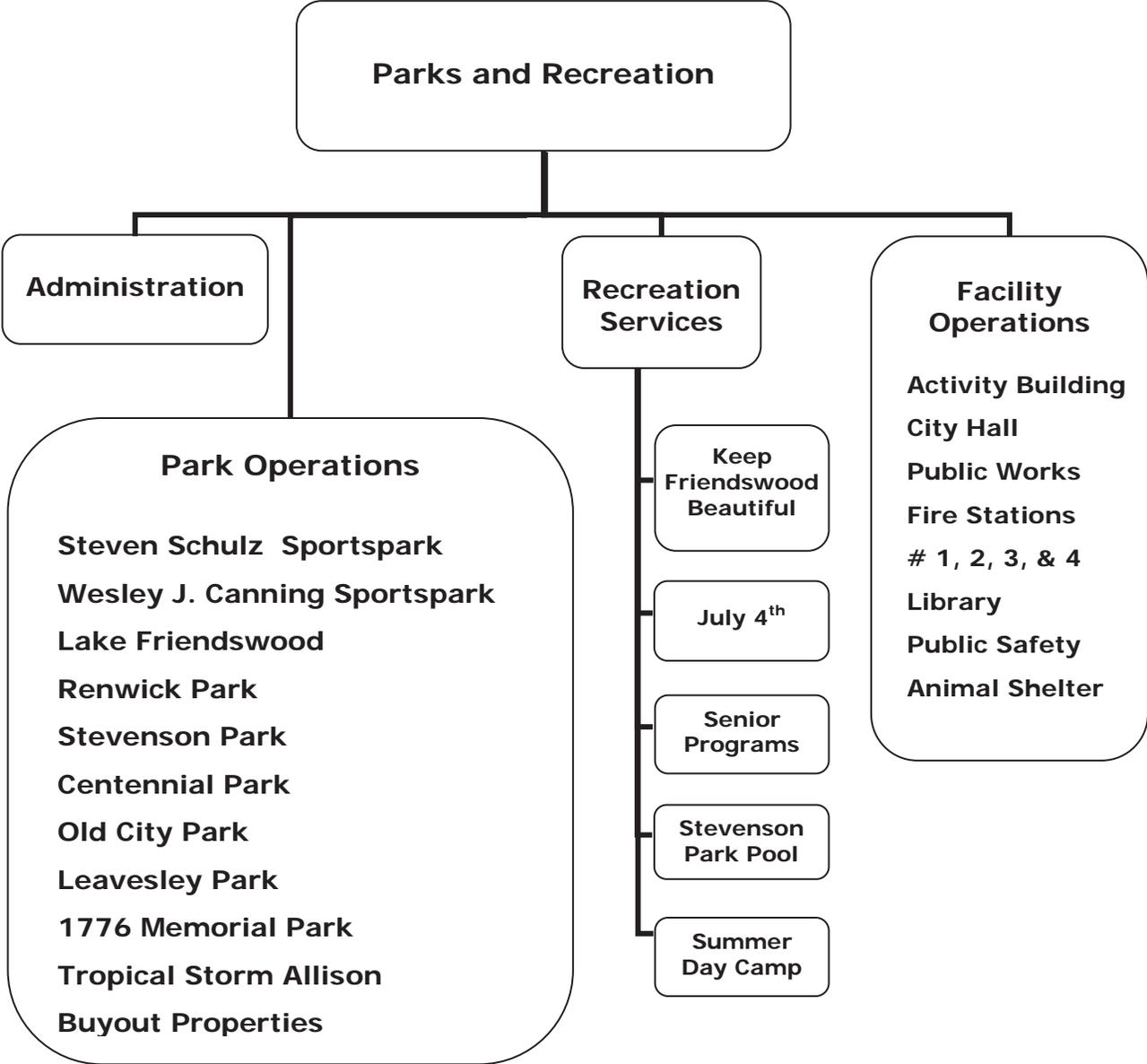
\* Library full-time equivalents were overstated in prior years and have been adjusted based on actual positions held.

\*\* Through attrition created additional position of 0.35 FTE

6310 - LIBRARY ADMINISTRATION

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-6310-459.4110	FULLTIME SALARIES & WAGES	\$504,326	\$538,531	\$538,531	\$345,586	\$528,782	\$547,313
001-6310-459.4120	PART-TIME WAGES	85,003	111,690	111,690	45,917	80,223	114,536
001-6310-459.4130	OVERTIME PAY	2,645	855	855	1,457	1,942	855
001-6310-459.4131	HOLIDAY HRS WORKED	51	0	0	0	50	0
001-6310-459.4143	LONGEVITY PAY	6,195	6,675	6,675	6,780	6,780	6,260
001-6310-459.4145	INCENTIVE-CERTIFICATE PAY	5,100	5,100	5,100	2,600	5,100	3,000
001-6310-459.4149	CELL PHONE ALLOWANCE	600	600	600	550	850	1,200
001-6310-459.4190	ACCRUED PAYROLL	0	0	0	8,714	8,714	0
001-6310-459.4220	PART-TIME WAGES	38,304	25,002	25,002	26,234	24,979	31,393
001-6310-459.4710	SOCIAL SECURITY/MEDICARE	46,842	50,182	50,182	31,317	47,756	50,546
001-6310-459.4720	TMRS RETIREMENT	96,287	104,395	104,395	66,260	98,346	105,485
001-6310-459.4810	HEALTH/DENTAL INSURANCE	79,302	98,874	98,874	70,682	94,243	112,643
001-6310-459.4820	LIFE INSURANCE	1,556	1,642	1,642	996	1,327	1,673
001-6310-459.4830	DISABILITY INSURANCE	1,624	1,710	1,710	1,054	1,406	1,746
001-6310-459.4840	WORKERS COMP INSURANCE	765	805	805	256	341	1,166
001-6310-459.4850	EAP SERVICES	1,010	987	987	585	780	1,162
001-6310-459.4890	FLEX PLAN ADMINISTRATION	443	448	448	163	217	259
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$870,053</b>	<b>\$947,496</b>	<b>\$947,496</b>	<b>\$609,150</b>	<b>\$901,836</b>	<b>\$979,237</b>
<b>50 - SUPPLIES</b>							
001-6310-459.5100	OFFICE SUPPLIES	\$1,499	\$1,500	\$1,500	\$872	\$1,163	\$1,500
001-6310-459.5400	OPERATING SUPPLIES	9,518	10,000	10,000	5,185	9,413	10,000
001-6310-459.5482	BOOKS	84,273	89,000	94,664	53,290	94,664	89,000
001-6310-459.5483	PERIODICALS	494	537	537	0	537	537
001-6310-459.5484	VIDEOS	8,388	8,000	8,000	6,430	8,573	8,000
001-6310-459.5485	AUDIO BOOKS	10,558	13,500	13,500	7,427	11,902	13,500
001-6310-459.5487	CD	464	515	566	525	525	515
001-6310-459.5488	ELECTRONIC RESOURCES	8,558	5,800	8,433	4,527	6,036	5,800
001-6310-459.5800	OPERATING EQUIPMENT<\$5000	3,039	550	8,025	683	8,025	550
<b>50 - SUPPLIES Totals:</b>		<b>\$126,790</b>	<b>\$129,402</b>	<b>\$145,225</b>	<b>\$78,938</b>	<b>\$140,838</b>	<b>\$129,402</b>
<b>60 - MAINTENANCE</b>							
001-6310-459.6400	OPERATING MAINTENANCE	\$391	\$300	\$300	\$0	\$300	\$400
<b>60 - MAINTENANCE Totals:</b>		<b>\$391</b>	<b>\$300</b>	<b>\$300</b>	<b>\$0</b>	<b>\$300</b>	<b>\$400</b>
<b>70 - SERVICES</b>							
001-6310-459.7400	OPERATING SERVICES	\$0	\$70	\$70	\$0	\$0	\$70
001-6310-459.7401	POSTAL / COURIER SERVICES	1,659	2,300	2,300	859	1,645	1,800
001-6310-459.7510	TRAINING	1,921	1,700	1,911	1,911	2,548	3,000
001-6310-459.7520	TRAVEL REIMBURSEMENTS	1,490	1,500	1,443	1,521	2,028	1,500
001-6310-459.7530	MEMBERSHIPS	1,449	1,645	1,702	1,701	2,268	1,745
001-6310-459.7910	COMMUNITY EVENTS/PROGRAMS	1,837	1,850	1,850	1,619	2,159	1,850
<b>70 - SERVICES Totals:</b>		<b>\$8,356</b>	<b>\$9,065</b>	<b>\$9,276</b>	<b>\$7,611</b>	<b>\$10,648</b>	<b>\$9,965</b>
<b>6310 - LIBRARY ADMINISTRATION Totals:</b>		<b>\$1,005,591</b>	<b>\$1,086,263</b>	<b>\$1,102,297</b>	<b>\$695,700</b>	<b>\$1,053,622</b>	<b>\$1,119,004</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>50 - SUPPLIES</b>							
001-6319-459.5100	OFFICE SUPPLIES	\$0	\$50	\$50	\$12	\$12	\$50
001-6319-459.5400	OPERATING SUPPLIES	0	50	50	0	0	50
001-6319-459.5482	BOOKS	1,142	6,000	6,000	0	6,000	6,000
001-6319-459.5484	VIDEOS	2,826	3,800	4,111	792	4,111	3,800
001-6319-459.5485	AUDIO BOOKS	1,960	3,600	0	0	0	3,600
001-6319-459.5487	CD	345	400	400	24	400	400
001-6319-459.5488	ELECTRONIC RESOURCES	824	5,167	5,167	3,395	4,527	5,167
001-6319-459.5800	OPERATING EQUIPMENT<\$5000	10,744	6,000	24,170	10,657	23,209	6,000
<b>50 - SUPPLIES Totals:</b>		<b>\$17,842</b>	<b>\$25,067</b>	<b>\$39,948</b>	<b>\$14,880</b>	<b>\$38,259</b>	<b>\$25,067</b>
<b>60 - MAINTENANCE</b>							
001-6319-459.6800	EQUIPMENT MAINTENANCE	\$420	\$440	\$440	\$420	\$420	\$440
<b>60 - MAINTENANCE Totals:</b>		<b>\$420</b>	<b>\$440</b>	<b>\$440</b>	<b>\$420</b>	<b>\$420</b>	<b>\$440</b>
<b>70 - SERVICES</b>							
001-6319-459.7400	OPERATING SERVICES	\$1,991	\$2,500	\$2,571	\$1,695	\$2,260	\$2,600
001-6319-459.7510	TRAINING	1,774	2,260	2,471	2,000	2,000	2,260
001-6319-459.7520	TRAVEL REIMBURSEMENTS	2,946	2,400	2,400	874	1,165	2,400
001-6319-459.7710	SOFTWARE LICENSE FEES	0	0	0	593	593	0
001-6319-459.7720	SOFTWARE SUPPORT SERVICES	182	400	400	0	182	400
001-6319-459.7800	CONTRACT SERVICES	0	1,000	1,000	0	0	1,000
001-6319-459.7910	COMMUNITY EVENTS/PROGRAMS	6,098	5,000	5,000	1,156	6,098	5,000
<b>70 - SERVICES Totals:</b>		<b>\$12,991</b>	<b>\$13,560</b>	<b>\$13,842</b>	<b>\$6,318</b>	<b>\$12,299</b>	<b>\$13,660</b>
<b>6319 - LIBRARY BOARD Totals:</b>		<b>\$31,252</b>	<b>\$39,067</b>	<b>\$54,230</b>	<b>\$21,617</b>	<b>\$50,978</b>	<b>\$39,167</b>



## **Parks and Recreation**

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### **Mission Statement**

The mission of the Parks and Recreation Department is to provide the highest level of services and programs to the citizens at the greatest value, in a manner that warrants the highest degree of public confidence in our integrity and efficiency.

### **Departmental Accomplishments in FY 2015-16**

- Completed upgrades to Shultz Sportspark to include 2 new restroom/concession buildings, 4 new girls youth softball fields, new field lighting for adult and youth fields, expanded parking lot (120 total spaces).
- Completed the installation of a new basketball pavilion at Centennial Park.
- Completed the installation of new field lighting at Renwick Park (3 fields).
- Completed the installation of the bridge and trails connecting Stevenson and Old City Parks.
- Completed upgrades to Lake Friendswood to include concrete walking trail, fishing piers, canoe/kayak launch, exercise equipment.

### **Current Operations**

The Parks and Recreation Department is comprised of Parks Operations, Building Operations, Senior Activity Program, Recreation Programs, and Special Events. Parks and Recreation Department's goal is to provide quality programs and facilities that the entire family can enjoy and utilize.

#### **Park Operations**

The City of Friendswood currently maintains approximately 200 acres of parkland throughout the City. Park operations maintain Centennial Park, Shultz Sportspark, Cannon Sportspark, Leavesley Park, Old City Park, Renwick Park, Stevenson Park, 1776 Park and Lake Friendswood.

The park's maintenance schedule provides for mowing of Renwick Park, Old City Park, Moore Road and 1776 Park on a biweekly basis. Stevenson Park and Centennial Park are mowed on a weekly basis. All parks are cleaned and maintained by staff on a weekly basis while Renwick Park is cleaned 6 days per week and Centennial Park 6 days per week by contracted Janitorial services. Park staff maintains all irrigation systems in parks, around city buildings and the medians on Friendswood Drive. Maintenance items such as plumbing repairs, electrical repairs, landscape maintenance, field layout and striping, tree trimming and removal, fence and gate repairs, field lighting maintenance and repairs and softball infield maintenance are some of the major tasks also performed by the Park staff.

The set up and daily labor for special events such as the 4<sup>th</sup> of July Celebration, Memorial Day Celebration, Spring Sparkle, Fall Haul, Youth Sports Day, Kid Fish, Concerts in the Park, Movie in the Park, Santa in the Park and many other special events are also part of the Park Operations schedule.

### Facility Operations

The Parks and Recreation Department is responsible for the maintenance and upkeep of the City Hall building, the Public Safety building, Friendswood Public Library, the Activities Building, the Public Works building, Animal Control building and Fire Stations 1, 2, 3, and 4. Maintenance and upkeep of all City facilities are done on a scheduled basis. Special projects and other maintenance requests are performed on a work order priority system. Janitorial services are accomplished through contract services.

Building Operations shares the same staff as Parks Operations. All work order requests for anything from moving boxes, to setting up chairs and tables, to major HVAC repairs are handled by this same staff. As the City grows and more facilities are built, the amount of work order requests steadily increases. The staff is being cross trained to handle a wide variety of tasks.

### Recreation Programs

The goal is to provide fun and safe recreational programs/events for citizens of all ages. The objective is to focus on recreational activities that impact both need and interest of the community. Recreational programs include the Senior Activity Program, Summer Day Camp, Sesquicentennial Swimming Pool, Adult Sport Leagues, Youth Events and Fitness Classes.

The Parks and Recreation Department does not plan or organize youth sports programs; however, the department does serve as a liaison between the citizens of Friendswood and the Friendswood Area Swim Team, Friendswood Mustangs, Friendswood Colts, Friendswood Broncos, Friendswood Girls Softball Association, Friendswood Little League, Friendswood Youth Lacrosse and the Space City Soccer Club.

### Highlights of the Budget

#### Program Improvements

Continue working with the Keep Friendswood Beautiful Committee and the Parks subcommittee as we move forward with implementation of our strategic plan on the implementation of existing park improvements and land acquisition of future parks and green spaces as a result of the bonds authorized in 2013.

Additional program improvements include the development of Lake Friendswood, which includes the construction of a new restroom building and Pavilion. The Lake Friendswood project also includes the construction of a concrete walking trail, fishing piers, canoe/kayak launch and exercise equipment.

#### Recreation Programs

- Continue Concert-In-The Park Series with 10 concerts from May through June
- Continue Movies –In-The Park Series with 7 movies from July through August
- Plan and Program the 122<sup>nd</sup> Annual Fourth of July Celebration
- Plan and Program the 14<sup>th</sup> Annual Youth Fishing Derby
- Plan and Program the 9<sup>th</sup> Annual Santa in the Park
- Plan and Program the 4<sup>th</sup> Annual Daddy Daughter Dance
- Plan and Program the youth competition events, such as MLB Pitch, Hit & Run, NFL Punt, Pass & Kick
- Plan and Program the 5K Fun Run and Walk
- Plan and program a variety of recreational programs for adults and senior citizens

## Parks and Recreation

The following decision packages are included with the FY17 adopted budget:

<b>Bond Project Improvement related</b>		
<b>Description</b>		<b>Amount</b>
Three Part-time Park Attendants – Additional Personnel (\$24,063 each)	Ongoing Cost	\$72,189
Lake Friendswood Mowing Service	Ongoing Cost	\$12,800
Utility Vehicle (Golf Cart) to facilitate park operations at Lake Friendswood	One-time Cost	\$10,000
Operating Maintenance, Equipment and Supplies for Old City Park (including the Dog Park) and the Basketball Pavilion	Ongoing Cost	\$11,300

### Decision Packages

<b>Description</b>		<b>Amount</b>
Provide Six-two week sessions Swim Lessons (use revenue generated by new program)	Ongoing Cost	\$4,028
Interior Painting at City Hall and Public Safety Building	One-time Cost	\$40,000
Increase existing Part-time Administrative Clerk position of 0.60 FTE to Full-time	Ongoing Cost	\$20,507
Replace flooring at Animal Control Facility	One-time Cost	\$12,000
Upgrade existing Rectrac software to Version 3.1 (software, training, and interface)	One-time Cost Ongoing Cost	\$9,105 \$300

The following decision packages are not included with the FY17 adopted budget:

<b>Description</b>		<b>Amount</b>
Stevenson Park Pool Restroom Rebuild	One-time Cost	\$295,000
Replace Fencing Fabric at the adult fields in Schulz Sportspark	One-time Cost	\$46,300
Shade Canopies at Schulz Sportspark (3 canopies for spectator areas at adult fields)	One-time Cost	\$31,000

### Departmental Performance Measures by Division

#### Major Departmental Goals for FY 2016-17

- Provide fun and safe recreational programs/events for all citizens of all ages.
- Continue to present a fun, safe environment that provides seniors with unique activities that offer wellness for the mind and body
- Offer existing programs and special events while developing new programs and amenities as the demand or interest increases
- Celebrating the official grand opening of the Dog Park and improvements to Old City Park
- Successful implementation of the final phases of the 2013 Bond Projects
- Securing additional parkland and green space with the purchase of property near Old City Park
- Updating, improving and expanding beautification projects at all city facilities to include new upgrades to the Medians on Friendswood Drive

**Supports City's Strategic Goals:** 1-Communication, 3-Preservation, 4-Partnerships, 5-Public Safety, and 6-Organizational Development

## Parks and Recreation

<b>Administration</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	3.33	2.33	2.33	2.33	2.00
Division Expenditures	\$295,434	\$313,383	\$316,467	\$320,268	\$264,879
<b>Outputs</b>					
# of grants applied for	1	2	4	4	4
# of committees and subcommittees	6	5	5	5	5
# of news alert subscribers	New measure data not available	10,125	10,250	10,755	11,000
# of educational brochures produced	New measure data not available	1	1	1	1
# of reservations for recreational facilities	1,815	1,803	2,500	2,000	2,500
<b>Measures of Effectiveness</b>					
Placement award with Keep Texas Beautiful	3 <sup>rd</sup> place	3 <sup>rd</sup> place	1 <sup>st</sup> place	Not Eligible	Not Eligible
Number of Likes for Facebook Posting	New measure data not available	600	1,000	1,750	2,250
<b>Measures of Efficiency</b>					
Monthly Operations Cost	\$24,620	\$26,115	\$26,372	\$26,689	\$22,073
Division Expenditures per capita	\$7.68	\$8.03	\$8.07	\$8.17	\$6.73

\*After reorganization of department, one position from the administration division was transferred to the recreation division.

## Parks and Recreation

Recreation Programs	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Forecast
<b>Inputs</b>					
# of Full-Time Equivalents (FTE's)	8.75	9.30	9.30	9.30	9.70
# of summer camp seasonal workers	16	16	16	16	16
# of Stevenson park pool seasonal workers	16	16	16	16	16
Division Expenditures	\$776,967	\$827,583	\$834,006	\$862,097	\$921,560
<b>Outputs</b>					
# of Fitness Class scheduled	88	612	710	700	808
# of fitness program types	4	5	5	5	6
# of Community Events scheduled	28	27	30	32	33
# of trips and events offered by Senior Citizen Program	186	165	150	170	180
# of weekly programs offered by Senior Citizen Program	32	35	35	32	38
# of visits to Sesquicentennial Pool	7,493	9,111	7,652	9,300	9,500
Total # of participants registered for Summer Camp	486	537	489	540	540
Total # of participants repeating 2 or more sessions of summer camp	90	117	120	128	130
# of teams registered in adult leagues	175	100	185	137	200
# of Responses to Annual Surveys	100	200	200	220	300
<b>Measures of Effectiveness</b>					
% of Events actually held	96%	98%	98%	98%	100%
% of households registered using RecTrac	45%	50%	50%	70%	75%
Average monthly attendance at Senior Citizen Programs	1,457	1,472	1,500	1,550	1,600
% of participants "satisfied" with Summer Camp Program	New measure Data not available	94%	95%	98%	98%
% of participants "satisfied" with Fitness Programs	New measure Data not available	88%	90%	92%	98%
% of participants "satisfied" with Senior Citizen Program	New measure Data not available	92%	95%	95%	97%
<b>Measures of Efficiency</b>					
Monthly Operational Costs	\$64,747	\$68,965	\$69,501	\$71,354	\$76,797
Division Expenditures per capita	\$20.19	\$21.21	\$21.27	\$21.98	\$23.41

## Parks and Recreation

<b>Parks Operations</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	8.00	8.00	8.00	8.00	9.20
Division Expenditures	\$1,131,442	\$1,129,840	\$1,229,462	\$1,297,319	\$1,361,327
<b>Outputs</b>					
Total # of Maintenance Work Orders for Parks/Facilities logged	551	600	625	750	875
Total acres of Athletic fields	80.3	80.3	80.3	105.6	115.2
Total acres of Park turf areas	110.08	110.08	110.08	110.08	110.08
# of Parks maintained by the City	7	7	8	8	8
# of Special Projects Requested	5	4	6	6	6
# of parks mowed	6	7	8	8	9
Total dollars spent for dead tree removal	\$13,925	\$10,550	\$10,550	\$12,000	\$13,600
<b>Measures of Effectiveness</b>					
# of Parks work orders completed within 5 days	75	80	85	80	85
% of Work Orders for Parks completed within 5 Days	90%	90.5%	92%	94%	94%
<b>Measures of Efficiency</b>					
Monthly Operational Cost	\$94,287	\$94,153	\$102,455	\$108,110	\$113,444
Division Expenditures per capita	\$29.04	\$28.95	\$31.35	\$33.08	\$34.59

## Parks and Recreation

<b>Facility Operations</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Budget</b>	<b>FY16 Estimated</b>	<b>FY17 Forecast</b>
<b>Inputs</b>					
# of full time equivalents (FTE's)	8.00	0.00	0.00	0.00	0.00
Division Expenditures	\$583,069	\$647,049	\$673,443	\$694,671	\$729,156
<b>Outputs</b>					
Total square footage of City building facilities	91,027	97,027	97,027	97,027	97,027
Total # of Maintenance Work Orders for Buildings logged	500	575	555	555	625
<b>Measures of Effectiveness</b>					
# of work orders completed within 5 days	530	517	525	550	600
% of Work Orders for Building Maintenance completed within 5 days	92%	90%	91.5%	93.5%	94%
Average janitorial services cost per sq. foot (not including supplies)	\$1.30	\$1.37	\$1.37	\$1.42	\$1.48
<b>Measures of Efficiency</b>					
Monthly Operational Costs	\$48,589	\$53,921	\$56,120	\$54,306	\$60,763
Division Expenditures per capita	\$15.15	\$16.58	\$17.17	\$17.71	\$18.53

**PARKS AND RECREATION  
DEPARTMENT SUMMARY**

**EXPENDITURE BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION	\$313,385	\$316,467	\$316,467	\$208,102	\$320,268	\$264,879	-16.3%
RECREATION PROGRAM	827,583	834,006	873,856	513,918	862,097	921,560	10.5%
PARKS OPERATIONS	1,129,840	1,229,462	1,298,897	915,018	1,297,319	1,361,327	10.7%
FACILITY OPERATIONS	647,049	673,443	686,229	454,987	694,671	729,156	8.3%
<b>DEPARTMENT TOTAL</b>	<b>\$2,917,857</b>	<b>\$3,053,378</b>	<b>\$3,175,448</b>	<b>\$2,092,024</b>	<b>\$3,174,355</b>	<b>\$3,276,922</b>	<b>7.3%</b>

**EXPENDITURE BY CLASSIFICATION**

CLASSIFICATION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
SALARIES AND BENEFITS	\$1,202,312	\$1,280,809	\$1,280,809	\$795,482	\$1,285,109	\$1,363,741	6.5%
SUPPLIES	184,361	203,254	210,722	120,465	200,107	220,469	8.5%
MAINTENANCE	249,598	270,794	331,002	238,024	316,978	327,407	20.9%
SERVICES	1,226,443	1,298,521	1,296,443	884,655	1,309,189	1,355,305	4.4%
CAPITAL OUTLAY	55,144	0	56,472	53,397	62,972	10,000	0.0%
<b>CLASSIFICATION TOTAL</b>	<b>\$2,917,857</b>	<b>\$3,053,378</b>	<b>\$3,175,448</b>	<b>\$2,092,024</b>	<b>\$3,174,355</b>	<b>\$3,276,922</b>	<b>7.3%</b>

**PERSONNEL SUMMARY BY DIVISION**

DIVISION	FY15 ACTUAL	FY16 ORIGINAL BUDGET	FY16 AMENDED BUDGET	FY16 YTD 6/30/16	FY16 YEAR END ESTIMATE	FY17 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY16 TO FY17
ADMINISTRATION*	2.33	2.33	2.33	2.33	2.33	2.00	-14.2%
RECREATION PROGRAM	9.30	9.30	9.30	9.30	9.30	9.70	4.3%
PARKS OPERATIONS	8.00	8.00	8.00	8.00	8.00	9.20	15.0%
<b>PERSONNEL TOTAL</b>	<b>19.63</b>	<b>19.63</b>	<b>19.63</b>	<b>19.63</b>	<b>19.63</b>	<b>20.90</b>	<b>6.5%</b>

\* Aligning budgeted FTE's with actual work activity

6401 - PARKS & RECREATION ADMINISTRATION

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-6401-451.4110	FULLTIME SALARIES & WAGES	\$202,015	\$205,836	\$205,836	\$128,281	\$203,042	\$168,366
001-6401-451.4130	OVERTIME PAY	3,616	1,238	1,238	3,234	4,312	1,238
001-6401-451.4131	HOLIDAY HRS WORKED	270	0	0	0	0	0
001-6401-451.4143	LONGEVITY PAY	1,394	1,375	1,375	1,533	1,533	1,605
001-6401-451.4144	VEHICLE ALLOWANCE	7,176	7,182	7,182	4,417	7,182	5,400
001-6401-451.4145	INCENTIVE-CERTIFICATE PAY	900	900	900	600	900	900
001-6401-451.4149	CELL PHONE ALLOWANCE	1,996	1,996	1,996	1,270	1,996	1,620
001-6401-451.4190	ACCRUED PAYROLL	0	0	0	4,197	4,197	0
001-6401-451.4710	SOCIAL SECURITY/MEDICARE	15,924	15,656	15,656	10,231	15,656	12,876
001-6401-451.4720	TMRS RETIREMENT	34,726	34,395	34,395	22,644	34,395	28,073
001-6401-451.4810	HEALTH/DENTAL INSURANCE	12,896	15,413	15,413	9,687	15,413	10,505
001-6401-451.4820	LIFE INSURANCE	552	569	569	325	569	466
001-6401-451.4830	DISABILITY INSURANCE	576	594	594	341	594	487
001-6401-451.4840	WORKERS COMP INSURANCE	255	244	244	87	244	284
001-6401-451.4850	EAP SERVICES	138	135	135	82	135	116
001-6401-451.4890	FLEX PLAN ADMINISTRATION	52	50	50	31	50	43
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$282,486</b>	<b>\$285,583</b>	<b>\$285,583</b>	<b>\$186,960</b>	<b>\$290,218</b>	<b>\$231,979</b>
<b>50 - SUPPLIES</b>							
001-6401-451.5100	OFFICE SUPPLIES	\$1,578	\$2,000	\$2,000	\$1,061	\$1,415	\$2,000
001-6401-451.5200	PERSONNEL SUPPLIES	348	350	350	167	297	350
001-6401-451.5400	OPERATING SUPPLIES	1,171	1,650	1,650	865	1,454	1,650
001-6401-451.5800	OPERATING EQUIPMENT<\$5000	2,460	500	500	0	0	500
<b>50 - SUPPLIES Totals:</b>		<b>\$5,557</b>	<b>\$4,500</b>	<b>\$4,500</b>	<b>\$2,093</b>	<b>\$3,166</b>	<b>\$4,500</b>
<b>70 - SERVICES</b>							
001-6401-451.7400	OPERATING SERVICES	\$108	\$500	\$500	\$0	\$0	\$500
001-6401-451.7401	POSTAL / COURIER SERVICES	908	1,000	1,000	167	823	800
001-6401-451.7510	TRAINING	1,095	1,464	1,464	1,105	1,473	1,100
001-6401-451.7520	TRAVEL REIMBURSEMENTS	3,065	2,770	2,770	26	850	2,350
001-6401-451.7530	MEMBERSHIPS	596	650	650	435	650	650
001-6401-451.7800	CONTRACT SERVICES	19,570	20,000	20,000	17,316	23,088	23,000
<b>70 - SERVICES Totals:</b>		<b>\$25,342</b>	<b>\$26,384</b>	<b>\$26,384</b>	<b>\$19,049</b>	<b>\$26,884</b>	<b>\$28,400</b>
<b>6401 - PARKS &amp; RECREATION ADMINISTRATION Totals:</b>		<b>\$313,385</b>	<b>\$316,467</b>	<b>\$316,467</b>	<b>\$208,102</b>	<b>\$320,268</b>	<b>\$264,879</b>

6420 - RECREATION PROGRAMS

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-6420-452.4110	FULLTIME SALARIES & WAGES	\$115,587	\$132,574	\$132,574	\$89,657	\$130,542	\$146,862
001-6420-452.4120	PART-TIME WAGES	6,270	0	0	0	0	0
001-6420-452.4130	OVERTIME PAY	141	1,095	1,095	28	200	2,095
001-6420-452.4131	HOLIDAY HRS WORKED	96	0	0	0	96	0
001-6420-452.4143	LONGEVITY PAY	450	570	570	570	570	890
001-6420-452.4144	VEHICLE ALLOWANCE	5,396	5,400	5,400	3,600	5,400	5,400
001-6420-452.4145	INCENTIVE-CERTIFICATE PAY	5,475	5,700	5,700	3,800	5,700	5,700
001-6420-452.4149	CELL PHONE ALLOWANCE	1,623	1,812	1,812	1,298	1,812	2,595
001-6420-452.4710	SOCIAL SECURITY/MEDICARE	9,572	10,656	10,656	7,051	10,656	11,705
001-6420-452.4720	TMRS RETIREMENT	20,560	23,163	23,163	15,596	23,163	25,633
001-6420-452.4810	HEALTH/DENTAL INSURANCE	19,263	23,594	23,594	19,451	23,594	32,293
001-6420-452.4820	LIFE INSURANCE	330	367	367	231	308	407
001-6420-452.4830	DISABILITY INSURANCE	343	382	382	241	321	425
001-6420-452.4840	WORKERS COMP INSURANCE	1,093	1,341	1,341	455	1,206	2,104
001-6420-452.4850	EAP SERVICES	145	151	151	97	129	223
001-6420-452.4890	FLEX PLAN ADMINISTRATION	108	119	119	36	58	151
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$186,452</b>	<b>\$206,924</b>	<b>\$206,924</b>	<b>\$142,111</b>	<b>\$203,757</b>	<b>\$236,483</b>
<b>50 - SUPPLIES</b>							
001-6420-452.5200	PERSONNEL SUPPLIES	\$707	\$450	\$450	\$341	\$455	\$450
001-6420-452.5400	OPERATING SUPPLIES	17,820	21,300	16,100	5,192	16,923	20,800
001-6420-452.5800	OPERATING EQUIPMENT<\$5000	2,910	2,500	3,465	965	3,465	3,000
<b>50 - SUPPLIES Totals:</b>		<b>\$21,437</b>	<b>\$24,250</b>	<b>\$20,015</b>	<b>\$6,498</b>	<b>\$20,843</b>	<b>\$24,250</b>
<b>70 - SERVICES</b>							
001-6420-452.7400	OPERATING SERVICES	\$8,549	\$5,100	\$5,100	\$3,550	\$4,733	\$5,100
001-6420-452.7510	TRAINING	1,000	1,964	1,964	1,379	1,964	2,000
001-6420-452.7520	TRAVEL REIMBURSEMENTS	1,952	2,615	2,615	0	2,600	2,615
001-6420-452.7530	MEMBERSHIPS	370	400	600	480	640	500
001-6420-452.7710	SOFTWARE LICENSES FEES	0	0	0	0	0	9,405
001-6420-452.7800	CONTRACT SERVICES	20,731	25,000	27,779	18,525	24,700	25,000
001-6420-452.7910	COMMUNITY EVENTS/PROGRAMS	18,560	24,950	29,950	23,719	29,950	27,100
<b>70 - SERVICES Totals:</b>		<b>\$51,162</b>	<b>\$60,029</b>	<b>\$68,008</b>	<b>\$47,653</b>	<b>\$64,587</b>	<b>\$71,720</b>
<b>80 - CAPITAL OUTLAY</b>							
001-6420-452.8400	CAPITAL OPERATING EQUIP	\$5,688	\$0	\$0	\$0	\$0	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$5,688</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>6420 - RECREATION PROGRAMS Totals:</b>		<b>\$264,739</b>	<b>\$291,203</b>	<b>\$294,947</b>	<b>\$196,263</b>	<b>\$289,186</b>	<b>\$332,453</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-6422-452.4110	FULLTIME SALARIES & WAGES	\$8,062	\$0	\$0	\$0	\$0	\$0
001-6422-452.4130	OVERTIME PAY	12,911	22,375	22,375	0	27,189	22,375
001-6422-452.4710	SOCIAL SECURITY/MEDICARE	1,518	1,712	1,712	0	26	1,712
001-6422-452.4720	TMRS RETIREMENT	3,257	3,521	3,521	0	3,200	3,506
001-6422-452.4840	WORKERS COMP INSURANCE	0	246	246	0	0	249
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$25,748</b>	<b>\$27,854</b>	<b>\$27,854</b>	<b>\$0</b>	<b>\$30,415</b>	<b>\$27,842</b>
<b>50 - SUPPLIES</b>							
001-6422-452.5100	OFFICE SUPPLIES	\$0	\$350	\$0	\$0	\$0	\$0
001-6422-452.5400	OPERATING SUPPLIES	3,007	3,355	4,241	2,476	4,084	4,275
<b>50 - SUPPLIES Totals:</b>		<b>\$3,007</b>	<b>\$3,705</b>	<b>\$4,241</b>	<b>\$2,476</b>	<b>\$4,084</b>	<b>\$4,275</b>
<b>70 - SERVICES</b>							
001-6422-452.7400	OPERATING SERVICES	\$0	\$1,200	\$200	\$0	\$0	\$1,200
001-6422-452.7481	TRANSPORTATION SERVICES	3,319	5,209	4,489	0	0	6,000
001-6422-452.7800	CONTRACT SERVICES	0	0	720	720	720	800
001-6422-452.7830	RENTAL	16,113	16,700	19,529	16,390	16,390	20,850
001-6422-452.7910	COMMUNITY EVENTS/PROGRAMS	38,649	33,900	32,400	31,747	32,250	32,700
<b>70 - SERVICES Totals:</b>		<b>\$58,081</b>	<b>\$57,009</b>	<b>\$57,338</b>	<b>\$48,857</b>	<b>\$49,360</b>	<b>\$61,550</b>
<b>6422 - JULY 4TH PROGRAM Totals:</b>		<b>\$86,836</b>	<b>\$88,568</b>	<b>\$89,433</b>	<b>\$51,333</b>	<b>\$83,859</b>	<b>\$93,667</b>

6423 - SUMMER DAY CAMP PROGRAM

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-6423-452.4222	SEASONAL WAGES	\$67,970	\$65,599	\$65,657	\$15,033	\$67,044	\$65,837
001-6423-452.4710	SOCIAL SECURITY/MEDICARE	5,393	5,018	5,018	1,150	5,018	5,037
001-6423-452.4840	WORKERS COMP INSURANCE	783	685	685	0	685	976
001-6423-452.4850	EAP SERVICES	0	58	0	0	0	0
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$74,146</b>	<b>\$71,360</b>	<b>\$71,360</b>	<b>\$16,183</b>	<b>\$72,747</b>	<b>\$71,850</b>
<b>50 - SUPPLIES</b>							
001-6423-452.5200	PERSONNEL SUPPLIES	\$1,019	\$1,450	\$1,450	\$519	\$1,306	\$1,450
001-6423-452.5400	OPERATING SUPPLIES	10,998	9,600	9,600	5,155	10,726	11,000
<b>50 - SUPPLIES Totals:</b>		<b>\$12,017</b>	<b>\$11,050</b>	<b>\$11,050</b>	<b>\$5,674</b>	<b>\$12,032</b>	<b>\$12,450</b>
<b>70 - SERVICES</b>							
001-6423-452.7400	OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$150
001-6423-452.7481	TRANSPORTATION SERVICES	7,268	8,180	8,180	0	8,180	10,000
001-6423-452.7520	TRAVEL REIMBURSEMENTS	340	500	500	168	474	500
001-6423-452.7612	TELEPHONE/COMMUNICATIONS	112	200	740	45	150	200
001-6423-452.7910	COMMUNITY EVENTS/PROGRAMS	16,843	19,500	19,500	9,590	18,532	20,500
<b>70 - SERVICES Totals:</b>		<b>\$24,563</b>	<b>\$28,380</b>	<b>\$28,920</b>	<b>\$9,803</b>	<b>\$27,336</b>	<b>\$31,350</b>
<b>6423 - SUMMER DAY CAMP PROGRAM Totals:</b>		<b>\$110,726</b>	<b>\$110,790</b>	<b>\$111,330</b>	<b>\$31,660</b>	<b>\$112,115</b>	<b>\$115,650</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>50 - SUPPLIES</b>							
001-6424-458.5200	PERSONNEL SUPPLIES	\$354	\$360	\$360	\$335	\$447	\$900
001-6424-458.5400	OPERATING SUPPLIES	11,531	10,000	12,899	7,926	12,568	12,000
<b>50 - SUPPLIES Totals:</b>		<b>\$11,885</b>	<b>\$10,360</b>	<b>\$13,259</b>	<b>\$8,261</b>	<b>\$13,014</b>	<b>\$12,900</b>
<b>60 - MAINTENANCE</b>							
001-6424-458.6210	LANDSCAPING	\$11,117	\$9,500	\$9,500	\$7,087	\$9,450	\$10,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$11,117</b>	<b>\$9,500</b>	<b>\$9,500</b>	<b>\$7,087</b>	<b>\$9,450</b>	<b>\$10,000</b>
<b>70 - SERVICES</b>							
001-6424-458.7400	OPERATING SERVICES	\$11,511	\$12,800	\$12,800	\$11,224	\$14,965	\$13,100
001-6424-458.7510	TRAINING	620	900	1,160	1,160	1,160	900
001-6424-458.7520	TRAVEL REIMBURSEMENTS	1,315	1,000	740	0	500	1,000
001-6424-458.7530	MEMBERSHIPS	110	425	425	100	100	150
001-6424-458.7910	COMMUNITY EVENTS/PROGRAMS	22,406	0	22,944	22,879	22,879	23,000
001-6424-458.7922	KFB BEAUTIFICATION GRANTS	0	2,000	2,000	0	0	2,000
<b>70 - SERVICES Totals:</b>		<b>\$35,962</b>	<b>\$17,125</b>	<b>\$40,069</b>	<b>\$35,363</b>	<b>\$39,604</b>	<b>\$40,150</b>
<b>80 - CAPITAL OUTLAY</b>							
001-6424-458.8800	CAPITAL EQUIPMENT	\$6,500	\$0	\$0	\$6,500	\$6,500	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$6,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,500</b>	<b>\$6,500</b>	<b>\$0</b>
<b>6424 - KEEP FRWD BEAUTIFUL COMM Totals:</b>		<b>\$65,464</b>	<b>\$36,985</b>	<b>\$62,828</b>	<b>\$57,210</b>	<b>\$68,569</b>	<b>\$63,050</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-6428-452.4131	HOLIDAY HRS WORKED	\$616	\$0	\$0	\$0	\$0	\$0
001-6428-452.4222	SEASONAL WAGES	42,170	49,800	49,858	11,954	49,438	53,427
001-6428-452.4710	SOCIAL SECURITY/MEDICARE	3,273	3,810	3,810	915	3,810	4,083
001-6428-452.4840	WORKERS COMP INSURANCE	473	519	519	0	519	779
001-6428-452.4850	EAP SERVICES	0	58	0	0	0	0
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$46,532</b>	<b>\$54,187</b>	<b>\$54,187</b>	<b>\$12,868</b>	<b>\$53,767</b>	<b>\$58,289</b>
<b>50 - SUPPLIES</b>							
001-6428-452.5100	OFFICE SUPPLIES	\$51	\$100	\$100	\$79	\$79	\$100
001-6428-452.5200	PERSONNEL SUPPLIES	1,141	1,730	2,130	1,484	1,979	2,150
001-6428-452.5400	OPERATING SUPPLIES	1,475	1,700	1,500	1,228	1,930	1,850
001-6428-452.5495	CHEMICALS	6,613	300	12,852	6,361	12,325	8,000
001-6428-452.5620	JANITORIAL SUPPLIES	337	500	700	391	522	500
001-6428-452.5800	OPERATING EQUIPMENT<\$5000	1,299	2,000	4,056	2,705	3,607	2,150
<b>50 - SUPPLIES Totals:</b>		<b>\$10,916</b>	<b>\$6,330</b>	<b>\$21,338</b>	<b>\$12,250</b>	<b>\$20,442</b>	<b>\$14,750</b>
<b>60 - MAINTENANCE</b>							
001-6428-452.6210	LANDSCAPING	\$1,940	\$500	\$1,300	\$1,208	\$1,610	\$500
001-6428-452.6561	SWIMMING POOL MAINTENANCE	466	3,593	3,593	2,632	3,509	3,593
001-6428-452.6600	FACILITY MAINTENANCE	870	3,750	1,780	1,037	1,383	3,750
<b>60 - MAINTENANCE Totals:</b>		<b>\$3,276</b>	<b>\$7,843</b>	<b>\$6,673</b>	<b>\$4,876</b>	<b>\$6,501</b>	<b>\$7,843</b>
<b>70 - SERVICES</b>							
001-6428-452.7400	OPERATING SERVICES	\$1,505	\$3,200	\$3,200	\$1,892	\$3,105	\$3,200
001-6428-452.7510	TRAINING - STEVENSON POOL	0	0	250	50	90	0
001-6428-452.7611	ELECTRICITY	18,447	14,651	14,651	12,433	14,651	14,651
001-6428-452.7612	TELEPHONE/COMMUNICATIONS	2,060	1,562	1,562	1,552	1,782	1,562
001-6428-452.7613	NATURAL GAS	2,802	2,870	2,870	1,312	1,749	2,870
001-6428-452.7620	JANITORIAL SERVICES	0	2,400	1,994	490	1,653	2,400
001-6428-452.7800	CONTRACT SERVICES	6,401	14,714	7,340	6,154	7,163	8,000
<b>70 - SERVICES Totals:</b>		<b>\$31,215</b>	<b>\$39,397</b>	<b>\$31,867</b>	<b>\$23,883</b>	<b>\$30,193</b>	<b>\$32,683</b>
<b>80 - CAPITAL OUTLAY</b>							
001-6428-452.8400	CAPITAL OPERATING EQUIP	\$24,500	\$0	\$0	\$0	\$0	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$24,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>6428 - STEVENSON PARK POOL Totals:</b>		<b>\$116,439</b>	<b>\$107,757</b>	<b>\$114,065</b>	<b>\$53,877</b>	<b>\$110,904</b>	<b>\$113,565</b>

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-6429-452.4110	FULLTIME SALARIES & WAGES	\$85,984	\$90,119	\$90,119	\$59,483	\$89,061	\$92,052
001-6429-452.4120	PART-TIME WAGES	18,678	19,124	19,124	12,221	18,995	19,481
001-6429-452.4130	OVERTIME PAY	1,103	872	872	1,628	2,170	872
001-6429-452.4143	LONGEVITY PAY	895	1,015	1,015	1,015	1,015	1,240
001-6429-452.4710	SOCIAL SECURITY/MEDICARE	7,604	7,906	7,906	5,176	7,701	7,899
001-6429-452.4720	TMRS RETIREMENT	17,043	17,486	17,486	11,717	17,322	17,808
001-6429-452.4810	HEALTH/DENTAL INSURANCE	19,438	23,276	23,276	16,377	22,836	24,934
001-6429-452.4820	LIFE INSURANCE	243	251	251	153	251	257
001-6429-452.4830	DISABILITY INSURANCE	253	260	260	163	260	266
001-6429-452.4840	WORKERS COMP INSURANCE	1,302	1,272	1,272	415	853	1,853
001-6429-452.4850	EAP SERVICES	119	116	116	75	116	174
001-6429-452.4890	FLEX PLAN ADMINISTRATION	44	43	43	28	43	43
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$152,706</b>	<b>\$161,740</b>	<b>\$161,740</b>	<b>\$108,450</b>	<b>\$160,623</b>	<b>\$166,879</b>
<b>50 - SUPPLIES</b>							
001-6429-452.5100	OFFICE SUPPLIES	\$671	\$800	\$1,400	\$623	\$1,005	\$700
001-6429-452.5200	PERSONNEL SUPPLIES	0	150	150	0	0	150
001-6429-452.5301	FUEL	2,476	4,440	4,440	1,029	3,411	4,440
001-6429-452.5400	OPERATING SUPPLIES	5,940	7,000	5,200	2,336	5,115	6,500
001-6429-452.5800	OPERATING EQUIPMENT <\$5000	5,507	2,422	3,517	3,547	4,729	2,400
<b>50 - SUPPLIES Totals:</b>		<b>\$14,594</b>	<b>\$14,812</b>	<b>\$14,707</b>	<b>\$7,535</b>	<b>\$14,260</b>	<b>\$14,190</b>
<b>60 - MAINTENANCE</b>							
001-6429-452.6300	VEHICLE MAINTENANCE	\$2,607	\$1,200	\$3,400	\$870	\$3,230	\$2,000
<b>60 - MAINTENANCE Totals:</b>		<b>\$2,607</b>	<b>\$1,200</b>	<b>\$3,400</b>	<b>\$870</b>	<b>\$3,230</b>	<b>\$2,000</b>
<b>70 - SERVICES</b>							
001-6429-452.7311	VEHICLE INSURANCE	\$1,631	\$1,664	\$1,664	\$1,639	\$1,639	\$1,756
001-6429-452.7401	POSTAL / COURIER SERVICES	96	100	100	19	100	100
001-6429-452.7498	JUDGMENTS & DAMAGE CLAIM	500	0	0	0	0	500
001-6429-452.7510	TRAINING	110	1,100	1,100	0	0	300
001-6429-452.7520	TRAVEL REIMBURSEMENTS	16	987	987	74	98	300
001-6429-452.7612	TELEPHONE/COMMUNICATIONS	47	100	100	39	60	150
001-6429-452.7800	CONTRACT SERVICES	84	0	0	0	0	0
001-6429-452.7910	COMMUNITY EVENTS/PROGRAMS	10,988	17,000	17,455	4,950	17,455	17,000
<b>70 - SERVICES Totals:</b>		<b>\$13,472</b>	<b>\$20,951</b>	<b>\$21,406</b>	<b>\$6,720</b>	<b>\$19,352</b>	<b>\$20,106</b>
<b>6429 - SENIOR ACTIVITY CENTER Totals:</b>		<b>\$183,379</b>	<b>\$198,703</b>	<b>\$201,253</b>	<b>\$123,575</b>	<b>\$197,465</b>	<b>\$203,175</b>

6430 - PARKS OPERATIONS

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>40 - SALARIES &amp; BENEFITS</b>							
001-6430-456.4110	FULLTIME SALARIES & WAGES	\$293,719	\$327,296	\$327,296	\$221,424	\$325,232	\$338,259
001-6430-456.4120	PART-TIME WAGES	0	0	0	0	0	56,130
001-6430-456.4130	OVERTIME PAY	10,058	7,734	7,734	7,664	10,218	7,734
001-6430-456.4131	HOLIDAY HRS WORKED	916	0	0	0	0	0
001-6430-456.4143	LONGEVITY PAY	1,967	1,835	1,835	1,835	1,835	2,880
001-6430-456.4145	INCENTIVE-CERTIFICATE PAY	2,350	2,400	2,400	1,600	2,400	2,400
001-6430-456.4149	CELL PHONE ALLOWANCE	3,240	3,240	3,240	2,605	3,240	4,020
001-6430-456.4190	ACCRUED PAYROLL	1,734	0	0	0	0	0
001-6430-456.4710	SOCIAL SECURITY/MEDICARE	22,837	25,043	25,043	17,076	25,043	30,069
001-6430-456.4720	TMRS RETIREMENT	50,161	53,899	53,899	37,067	53,899	64,472
001-6430-456.4810	HEALTH/DENTAL INSURANCE	41,524	45,509	45,509	36,973	45,509	56,147
001-6430-456.4820	LIFE INSURANCE	840	911	911	599	911	1,100
001-6430-456.4830	DISABILITY INSURANCE	872	944	944	632	944	1,143
001-6430-456.4840	WORKERS COMP INSURANCE	3,292	3,586	3,586	1,025	3,586	5,142
001-6430-456.4850	EAP SERVICES	442	465	465	299	465	684
001-6430-456.4890	FLEX PLAN ADMINISTRATION	290	299	299	111	299	239
<b>40 - SALARIES &amp; BENEFITS Totals:</b>		<b>\$434,242</b>	<b>\$473,161</b>	<b>\$473,161</b>	<b>\$328,910</b>	<b>\$473,582</b>	<b>\$570,419</b>
<b>50 - SUPPLIES</b>							
001-6430-456.5200	PERSONNEL SUPPLIES	\$5,499	\$8,250	\$9,192	\$4,300	\$5,949	\$9,987
001-6430-456.5300	VEHICLE SUPPLIES	27	106	106	33	44	106
001-6430-456.5301	FUEL	8,740	17,381	17,381	2,546	9,095	17,381
001-6430-456.5400	OPERATING SUPPLIES	15,816	23,600	21,793	14,704	19,605	23,750
001-6430-456.5495	CHEMICALS	4,197	6,000	6,431	5,519	7,359	6,000
001-6430-456.5600	FACILITY SUPPLIES	2,817	3,500	3,629	3,425	4,566	3,500
001-6430-456.5620	JANITORIAL SUPPLIES	7,605	10,000	8,500	3,956	5,940	10,000
001-6430-456.5800	OPERATING EQUIPMENT <\$5000	39,317	31,480	27,050	25,565	34,087	32,300
<b>50 - SUPPLIES Totals:</b>		<b>\$84,018</b>	<b>\$100,317</b>	<b>\$94,082</b>	<b>\$60,048</b>	<b>\$86,644</b>	<b>\$103,024</b>
<b>60 - MAINTENANCE</b>							
001-6430-456.6210	LANDSCAPING	\$30,063	\$29,684	\$53,831	\$42,111	\$56,148	\$29,184
001-6430-456.6220	LIGHTING MAINTENANCE	13,208	12,000	12,400	8,182	10,910	12,000
001-6430-456.6230	PARKING LOT MAINTENANCE	1,669	1,000	1,000	378	504	1,000
001-6430-456.6240	FENCE MAINTENANCE	0	0	0	0	0	3,000
001-6430-456.6300	VEHICLE MAINTENANCE	5,198	3,800	6,300	3,441	4,587	3,800
001-6430-456.6400	OPERATING MAINTENANCE	38,392	34,000	40,300	38,966	51,955	34,000
001-6430-456.6600	FACILITY MAINTENANCE	38,596	44,500	57,244	42,655	56,873	44,500
001-6430-456.6800	EQUIPMENT MAINTENANCE	5,121	6,500	7,202	4,173	5,565	6,500
<b>60 - MAINTENANCE Totals:</b>		<b>\$132,247</b>	<b>\$131,484</b>	<b>\$178,277</b>	<b>\$139,906</b>	<b>\$186,541</b>	<b>\$133,984</b>
<b>70 - SERVICES</b>							
001-6430-456.7311	VEHICLE INSURANCE	\$4,435	\$4,847	\$4,847	\$4,291	\$4,847	\$4,847
001-6430-456.7400	OPERATING SERVICES	1,083	3,300	3,300	1,190	1,587	3,300
001-6430-456.7498	JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	500
001-6430-456.7510	TRAINING	2,171	1,640	1,640	890	1,187	1,640
001-6430-456.7520	TRAVEL REIMBURSEMENTS	783	968	968	0	731	968
001-6430-456.7530	MEMBERSHIPS	157	720	720	155	500	720
001-6430-456.7611	ELECTRICITY	140,218	133,460	133,460	99,802	133,069	133,460
001-6430-456.7613	NATURAL GAS	19	530	530	350	467	530
001-6430-456.7620	JANITORIAL SERVICES	29,566	34,800	36,000	19,789	35,999	34,800
001-6430-456.7625	SAFETY SERVICES	3,969	4,000	4,000	3,152	4,249	4,500
001-6430-456.7680	MOWING SERVICES	248,085	311,998	282,998	187,889	282,998	330,398
001-6430-456.7690	HOA MAINTENANCE FEES	1,650	1,650	1,650	1,650	1,650	1,650
001-6430-456.7800	CONTRACT SERVICES	24,247	6,250	6,454	4,897	6,529	6,250
001-6430-456.7830	RENTAL	1,656	3,000	3,000	2,196	2,929	3,000
001-6430-456.7831	VEHICLE LEASE-INTERNAL	17,729	17,337	17,337	13,004	17,337	17,337
<b>70 - SERVICES Totals:</b>		<b>\$475,768</b>	<b>\$524,500</b>	<b>\$496,904</b>	<b>\$339,257</b>	<b>\$494,079</b>	<b>\$543,900</b>
<b>80 - CAPITAL OUTLAY</b>							
001-6430-456.8400	CAPITAL OPERATING EQUIP	\$3,565	\$0	\$45,365	\$35,790	\$45,365	\$10,000
001-6430-456.8800	CAPITAL EQUIPMENT	0	0	11,107	11,107	11,107	0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$3,565</b>	<b>\$0</b>	<b>\$56,472</b>	<b>\$46,897</b>	<b>\$56,472</b>	<b>\$10,000</b>
<b>6430 - PARKS OPERATIONS Totals:</b>		<b>\$1,129,840</b>	<b>\$1,229,462</b>	<b>\$1,298,897</b>	<b>\$915,018</b>	<b>\$1,297,319</b>	<b>\$1,361,327</b>

## 6460 - FACILITY OPERATIONS

Account Number	Account Name	FY15 Actual	FY16 Original Budget	FY16 Amended Budget	FY16 YTD 6/30/16	FY16 Year End Estimate	FY17 Adopted Budget
<b>50 - SUPPLIES</b>							
001-6460-419.5400	OPERATING SUPPLIES	\$19,632	\$19,130	\$19,130	\$10,724	\$18,079	\$19,130
001-6460-419.5600	FACILITY SUPPLIES	803	6,000	3,500	600	1,800	6,000
001-6460-419.5620	JANITORIAL SUPPLIES	276	0	0	0	0	0
001-6460-419.5800	OPERATING EQUIPMENT <\$5000	219	2,800	4,900	4,307	5,743	5,000
<b>50 - SUPPLIES Totals:</b>		<b>\$20,930</b>	<b>\$27,930</b>	<b>\$27,530</b>	<b>\$15,631</b>	<b>\$25,622</b>	<b>\$30,130</b>
<b>60 - MAINTENANCE</b>							
001-6460-419.6210	LANDSCAPING	\$6,007	\$7,000	\$7,000	\$6,402	\$6,402	\$7,000
001-6460-419.6230	PARKING LOT MAINTENANCE	0	0	0	1,845	1,845	0
001-6460-419.6600	FACILITY MAINTENANCE	65,193	70,200	73,428	51,455	70,842	123,000
001-6460-419.6620	CONTINGENCY	21,423	20,000	20,000	17,837	17,837	20,000
001-6460-419.6800	EQUIPMENT MAINTENANCE	7,727	23,567	32,725	7,747	14,330	15,080
001-6460-419.6801	EMERGENCY GENERATOR MAINT	0	0	0	0	0	8,500
<b>60 - MAINTENANCE Totals:</b>		<b>\$100,350</b>	<b>\$120,767</b>	<b>\$133,152</b>	<b>\$85,286</b>	<b>\$111,255</b>	<b>\$173,580</b>
<b>70 - SERVICES</b>							
001-6460-419.7611	ELECTRICITY	\$204,312	\$183,314	\$183,314	\$126,191	\$188,255	\$183,314
001-6460-419.7612	TELEPHONE/COMMUNICATIONS	171,909	131,641	131,641	130,413	173,884	131,641
001-6460-419.7613	NATURAL GAS	3,713	3,821	3,821	2,017	2,690	3,821
001-6460-419.7620	JANITORIAL SERVICES	92,640	155,120	155,120	63,120	147,500	155,120
001-6460-419.7625	SAFETY SERVICES	6,892	7,400	8,082	5,052	6,736	8,100
001-6460-419.7680	MOWING SERVICES	0	7,000	7,000	1,980	5,000	7,000
001-6460-419.7800	CONTRACT SERVICES	27,156	32,050	32,169	22,106	29,475	32,050
001-6460-419.7830	RENTAL	4,255	4,400	4,400	3,191	4,255	4,400
<b>70 - SERVICES Totals:</b>		<b>\$510,877</b>	<b>\$524,746</b>	<b>\$525,546</b>	<b>\$354,070</b>	<b>\$557,794</b>	<b>\$525,446</b>
<b>80 - CAPITAL OUTLAY</b>							
001-6460-419.8140	BUILDING RENOVATIONS	\$14,892	\$0	\$0	\$0	\$0	\$0
<b>80 - CAPITAL OUTLAY Totals:</b>		<b>\$14,892</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>6460 - FACILITY OPERATIONS Totals:</b>		<b>\$647,049</b>	<b>\$673,443</b>	<b>\$686,229</b>	<b>\$454,987</b>	<b>\$694,671</b>	<b>\$729,156</b>

## Personnel by Department Schedule

**Personnel By Department  
Full-Time Equivalents  
Three Year Comparison**

	FY15 Actual	FY16 Year End Estimate	FY17 Current Services	FY17 FAW/DP	FY17 Adopted Budget
City Attorney	1.00	1.00	1.00	0.00	1.00
<b>Total Mayor &amp; Council</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>
Municipal Clerk	3.00	3.00	3.00	0.00	3.00
Elections	0.20	0.20	0.20	0.00	0.20
Records Management	2.00	2.00	2.00	0.00	2.00
<b>Total City Secretary</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>0.00</b>	<b>5.20</b>
Administration <sup>3</sup>	4.55	3.55	4.40	0.00	4.40
Economic Development	1.00	1.00	1.00	0.00	1.00
<b>Total City Manager</b>	<b>5.55</b>	<b>4.55</b>	<b>5.40</b>	<b>0.00</b>	<b>5.40</b>
Finance - General Fund <sup>1</sup>	9.00	9.00	8.00	0.00	8.00
Finance - Water and Sewer Fund	4.00	4.00	4.00	0.00	4.00
Municipal Court	6.70	6.70	6.70	0.00	6.70
Human Resources	4.00	4.00	4.00	0.00	4.00
Risk Management - General Fund	1.00	1.00	1.00	0.00	1.00
Information Technology	4.00	4.00	4.00	0.00	4.00
<b>Total Administrative Services</b>	<b>28.70</b>	<b>28.70</b>	<b>27.70</b>	<b>0.00</b>	<b>27.70</b>
Administration	5.00	5.00	5.00	0.00	5.00
Communications	13.60	13.60	13.60	0.00	13.60
Patrol <sup>2</sup>	47.12	49.12	49.12	2.00	51.12
DOT Patrol	1.00	1.00	1.00	0.00	1.00
Criminal Investigations <sup>2</sup>	15.00	14.00	14.00	0.00	14.00
Animal Control	4.00	4.00	4.00	0.00	4.00
<b>Total Police</b>	<b>85.72</b>	<b>86.72</b>	<b>86.72</b>	<b>2.00</b>	<b>88.72</b>
Fire City Administration	0.00	0.00	0.00	0.00	0.00
<b>Total FVFD</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Administration	5.20	5.20	5.20	0.00	5.20
Emergency Management	1.40	1.40	1.40	0.00	1.40
<b>Total Fire Marshal</b>	<b>6.60</b>	<b>6.60</b>	<b>6.60</b>	<b>0.00</b>	<b>6.60</b>
Administration <sup>2/3</sup>	1.39	1.39	2.00	0.00	2.00
Planning and Zoning <sup>2/3</sup>	4.60	4.60	5.00	0.00	5.00
Inspection/Code Enforcement <sup>3</sup>	4.90	4.90	4.70	0.00	4.70
<b>Total Community Development</b>	<b>10.89</b>	<b>10.89</b>	<b>11.70</b>	<b>0.00</b>	<b>11.70</b>
Administration - General Fund <sup>3</sup>	2.73	2.73	2.40	0.00	2.40
Administration - Water and Sewer Fund	1.60	1.60	1.60	0.00	1.60
Street Operations	11.00	12.00	12.00	0.00	12.00
Drainage Operations	4.00	4.00	4.00	0.00	4.00
Water Utilities	6.00	6.00	6.00	0.00	6.00
Sewer Utilities	6.00	6.00	6.00	0.00	6.00
Water Operations	2.30	2.30	2.30	0.00	2.30
Sewer Operations	4.00	5.00	5.00	0.00	5.00
Utility Customer Service	2.00	2.00	2.00	0.00	2.00
Engineering/Projects - General Fund	2.60	2.60	2.60	0.00	2.60
Engineering/Projects - Water and Sewer Funds	1.40	1.40	1.40	0.00	1.40
<b>Total Public Works</b>	<b>43.63</b>	<b>45.63</b>	<b>45.30</b>	<b>0.00</b>	<b>45.30</b>
Administration	14.37	14.62	14.62	0.35	14.97
<b>Total Library</b>	<b>14.37</b>	<b>14.62</b>	<b>14.62</b>	<b>0.35</b>	<b>14.97</b>
Administration <sup>3</sup>	2.33	2.33	2.33	0.00	2.00
Recreation Programs	9.30	9.30	9.30	0.40	9.70
Parks Operations	8.00	8.00	8.00	1.20	9.20
<b>Total Parks and Recreation</b>	<b>19.63</b>	<b>19.63</b>	<b>19.63</b>	<b>1.60</b>	<b>20.90</b>
<b>Total Personnel</b>	<b>221.29</b>	<b>223.54</b>	<b>223.87</b>	<b>3.95</b>	<b>227.49</b>

<sup>1</sup> Staffing reduction through attrition

<sup>2</sup> Reorganization within divisions of the department

<sup>3</sup> Aligning budgeted FTE's with actual work activity

## Adopted Decision Packages and Forces at Work

**FY 2016-17 DECISION PACKAGES**  
(Included in the Adopted Budget)

**GENERAL FUND**

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
ASO - HR	City Wide Health Insurance (GF / W&S)	\$0	\$137,212	\$137,212	\$137,212	\$0
ASO - HR	TML Workers Comp rates (GF / W&S)	\$0	\$35,011	\$35,011	\$35,011	\$0
FVFD	FVFD Internet Service	\$0	\$1,200	\$1,200	\$0	\$1,200
Parks	Three Part-time Park Attendants - Additional Personnel (\$24,063 each)	\$0	\$72,189	\$72,189	\$72,189	\$0
Parks	Lake Friendswood Mowing Service	\$0	\$12,800	\$12,800	\$12,800	\$0
Parks	Utility Vehicle (Golf Cart) to facilitate park operations at Lake Friendswood	\$10,000	\$0	\$10,000	\$10,000	\$0
Parks	Operating Maintenance, Equipment and Supplies for Old City Park (incl. the Dog Park) and the Basketball Pavilion	\$0	\$11,300	\$11,300	\$11,300	\$0
<b>FORCES AT WORK AND BOND PROJECT IMPROVEMENTS TOTAL</b>		<b>\$10,000</b>	<b>\$269,712</b>	<b>\$279,712</b>	<b>\$278,512</b>	<b>\$1,200</b>

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
Parks	Provide Six-two week sessions Swim Lessons (use revenue generated by new program)	\$0	\$4,028	\$4,028	\$4,028	\$0
Library	Library Page - Additional part-time personnel of 0.35 FTE (using existing funds from other positions)	\$0	\$6,485	\$6,485	\$6,485	\$0
ASO-IT	2017 Technology Refresh (update software and hardware in City offices and replace network switches in City facilities)	\$395,400	\$0	\$395,400	\$395,400	\$0
PW-Streets	Replace existing fifteen year old Dump Truck (Heavy Equipment - Possible use of Fund Balance)	\$103,500	\$0	\$103,500	\$103,500	\$0
Police	Tactical Vest Replacement ( for 20 tactical vest for SWAT team members)	\$22,000	\$0	\$22,000	\$22,000	\$0
PW-CIP	Pavement Management Study (Using Street Maintenance operating budget)	\$37,500	\$0	\$37,500	\$37,500	\$0
FMO-FVFD	Replace a total of 129 FVFD radios- 700 MHz/Narrow Banding Radio Migration	\$384,600	\$0	\$384,600	\$384,600	\$0
City Wide	City Wide Employee Merit	\$0	\$376,944	\$376,944	\$0	\$376,944
Facilities Ops	Interior Painting at City Hall and Public Safety Building	\$40,000	\$0	\$40,000	\$0	\$40,000
Parks-Rec	Increase existing Part-time Administrative Clerk position of 0.60 FTE to Full-time	\$0	\$20,507	\$20,507	\$0	\$20,507
Facilities Ops	Replace flooring at Animal Control Facility	\$12,000	\$0	\$12,000	\$0	\$12,000
Police	Mobile Automatic License Plate Reader (ALPR) Expansion (Requesting hardware and software for one reader)	\$24,200	\$0	\$24,200	\$0	\$24,200
PW-Admin	Tool Set / Automobile Diagnostic Center (Split GF 50% / W&S 50%)	\$8,750	\$0	\$8,750	\$0	\$8,750
Police - Comm	Radio Console Replacement (for three 700/800 MHz APX console)	\$24,181	\$0	\$24,181	\$0	\$24,181
Parks-Rec	Upgrade existing Rectrac software to Version 3.1 (software, training, and interface)	\$9,105	\$300	\$9,405	\$0	\$9,405
Police- Patrol	Police Officer -Additional personnel at 1.0 FTE (Entry Level salary for mid-year hire)	\$0	\$55,251	\$55,251	\$0	\$55,251
Police - Patrol	Police Officer -Additional personnel at 1.0 FTE (Mid-Point salary for mid-year hire)	\$0	\$62,703	\$62,703	\$0	\$62,703
FVFD-Fire	Increase Vehicle Maintenance for Fire Division	\$0	\$15,000	\$15,000	\$0	\$15,000
FVFD-Admin	Add one full-time Paramedic Supervisor (1 FTE)	\$0	\$60,963	\$60,963	\$0	\$60,963
FVFD-Fire	Increase for Fire Bunker Gear Replacement Program	\$0	\$10,000	\$10,000	\$10,000	\$0
FVFD-Fire	Increase for SCBA Replacement Program	\$0	\$9,000	\$9,000	\$9,000	\$0
FVFD-Fire	Increase for Firefighter training funds	\$0	\$8,500	\$8,500	\$8,500	\$0
FVFD-Fire	Replace non-capital operational equipment for Fire Division	\$0	\$10,000	\$10,000	\$10,000	\$0
<b>DECISION PACKAGES TOTAL</b>		<b>\$1,061,236</b>	<b>\$639,681</b>	<b>\$1,700,917</b>	<b>\$991,013</b>	<b>\$709,904</b>
<b>TOTAL DECISION PACKAGES FOR GENERAL FUND</b>		<b>\$1,071,236</b>	<b>\$909,393</b>	<b>\$1,980,629</b>	<b>\$1,269,525</b>	<b>\$711,104</b>

**WATER AND SEWER FUND**

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
ASO-HR	City wide Health Insurance (GF / W&S)	\$0	\$69,727	\$69,727	\$69,727	\$0
ASO-HR	TML Workers Comp rates (GF / W&S)	\$0	\$4,090	\$4,090	\$4,090	\$0
Sewer Utility	Collection Line Maintenance account increase	\$0	\$10,000	\$10,000	\$0	\$10,000
Water Ops	9 Self Contained Breathing Apparatus (TCEQ requirements)	\$58,500	\$0	\$58,500	\$0	\$58,500
Sewer Utility	Confined Space Entry/Emergency Retrieval Equipment	\$10,000	\$0	\$10,000	\$0	\$10,000
<b>FORCES AT WORK TOTAL</b>		<b>\$68,500</b>	<b>\$83,817</b>	<b>\$152,317</b>	<b>\$73,817</b>	<b>\$78,500</b>

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
City Wide	City Wide Employee Merit	\$0	\$44,079	\$44,079	\$0	\$44,079
Admin	Tool Set / Automobile Diagnostic Center (Split GF 50% / W&S 50%)	\$8,750	\$0	\$8,750	\$0	\$8,750
<b>DECISION PACKAGES TOTAL</b>		<b>\$8,750</b>	<b>\$44,079</b>	<b>\$52,829</b>	<b>\$0</b>	<b>\$52,829</b>
<b>TOTAL DECISION PACKAGES FOR WATER &amp; SEWER FUND</b>		<b>\$77,250</b>	<b>\$127,896</b>	<b>\$205,146</b>	<b>\$73,817</b>	<b>\$131,329</b>

**FY 2016-17 DECISION PACKAGES**  
(Not included in the Adopted Budget)

**GENERAL FUND**

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL
Police - Patrol	Addition to Fleet -2017 Ford Police Interceptor SUV	\$55,384	\$12,609	<b>\$67,993</b>
Police - Communications	VistaCOM Eventide Upgrade (add 8 Motorola MCC7500 radio talk groups to existing Eventide Nexlog 740)	\$75,477	\$0	<b>\$75,477</b>
PW-Engineering/CIP	Multifunction scanner & plotter (Up to 44 inches wide -full scanning of plans)	\$15,495	\$5,000	<b>\$20,495</b>
PW-Streets	Addition to Fleet - Extended Cab Pickup	\$24,500	\$0	<b>\$24,500</b>
PW-Streets	Industrial Zero Turn Riding Mower	\$14,000	\$0	<b>\$14,000</b>
Police	FARO 3D Scanner (laser measurement equipment-investigation & reconstruction of accident sites or crime scenes)	\$104,290	\$0	<b>\$104,290</b>
Parks-Stevenson Pool	Stevenson Park Pool Restroom Rebuild	\$295,000	\$0	<b>\$295,000</b>
Parks-Schultz Sportspark	Replace Fencing Fabric at the adult fields in Schulz Sportspark	\$46,300	\$0	<b>\$46,300</b>
Parks-Schultz Sportspark	Shade Canopies at Schulz Sportspark (3 canopies for spectator areas at adult fields)	\$31,000	\$0	<b>\$31,000</b>
FVFD-Admin	Annual Performance Increase for FT Staff	\$0	\$10,000	<b>\$10,000</b>
FVFD-Admin	Increase Contribution to Volunteer Pension Fund	\$0	\$14,400	<b>\$14,400</b>
FVFD-Admin	Health Insurance Cost Increase	\$0	\$5,500	<b>\$5,500</b>
FVFD-Admin	Annual Required Financial Audit	\$0	\$5,000	<b>\$5,000</b>
FVFD-Admin	Part-time Staff Pay Increase	\$0	\$10,950	<b>\$10,950</b>
FVFD-EMS	Equipment Maintenance Agreements - EMS - LifePak 15 and Lukus Systems	\$0	\$5,000	<b>\$5,000</b>
FVFD-Fire	Communications equipment replacement for Fire Division	\$0	\$4,000	<b>\$4,000</b>
FVFD-EMS	Cellular Service Cost Increase for MDT's Cardiac Monitors	\$0	\$5,000	<b>\$5,000</b>
FVFD-Admin	Increase Building Maintenance (partially due to adding 4th Station and impact of aging buildings)	\$0	\$14,500	<b>\$14,500</b>
FVFD-EMS	Medical Supplies Cost Increase	\$0	\$10,000	<b>\$10,000</b>
FVFD-EMS	Electronic Patient Care Report System - increase for annual maintenance fee	\$0	\$5,000	<b>\$5,000</b>
FVFD-Admin	Increase for insurance costs (vehicle, AD&D, workers comp)	\$0	\$5,000	<b>\$5,000</b>
FVFD-Admin	Community Events/Awards Banquet Increase	\$0	\$4,000	<b>\$4,000</b>
<b>UNFUNDED DECISION PACKAGES TOTAL (GENERAL FUND)</b>		<b>\$ 661,446</b>	<b>\$ 115,959</b>	<b>\$ 777,405</b>

**WATER AND SEWER FUND**

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL
Water Ops	Water Plant Maintenance account increase	\$0	\$30,000	<b>\$30,000</b>
Sewer Ops	Lift Station Maintenance account increase	\$0	\$40,000	<b>\$40,000</b>
Sewer Ops	Lift Station Contract Services account increase	\$0	\$40,000	<b>\$40,000</b>
Sewer Utility	Replace PW108 Mini-Excavator (Heavy Equipment)	\$50,000	\$0	<b>\$50,000</b>
Water Utility	Upgrade the scheduled replacement of PW35 (Cost to upgrade to 3/4 ton extended Cab Diesel Pickup)	\$22,652	\$0	<b>\$22,652</b>
Sewer Ops	Replace 6 Submersible Pumps (replace pumps for LS#13 and LS#20. Spare pumps for LS#4, LS#5, LS#21, LS#26, LS#28)	\$61,000	\$0	<b>\$61,000</b>
<b>UNFUNDED DECISION PACKAGES TOTAL (WATER &amp; SEWER FUND)</b>		<b>\$133,652</b>	<b>\$110,000</b>	<b>\$243,652</b>

## Tax Information

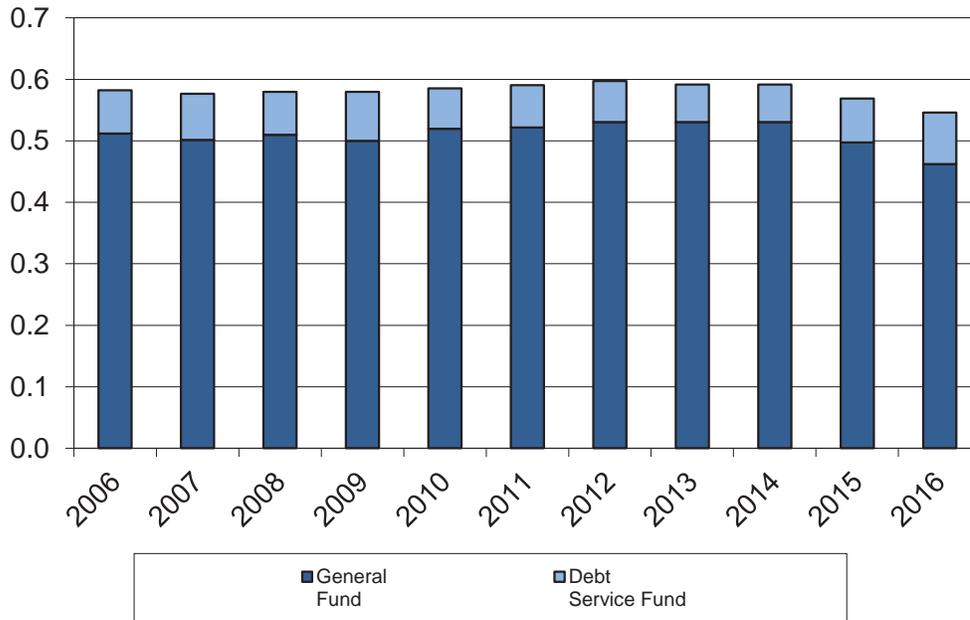
**ESTIMATED AD VALOREM TAX COLLECTIONS - Certified Roll**

<b>Estimated Proposed Taxable Value as of August 26, 2016</b>	<b>\$2,699,794,868</b>	
<b>Divided by 100</b>	<u>100</u>	
<b>Rate Base</b>	<b>\$26,997,949</b>	
<b>Tax Rate</b>	<u>0.5460</u>	
<b>Estimated Tax Levy</b>	<b>\$14,740,583</b>	
<b>Estimated Collection Rate</b>	<u>99%</u>	
<b>Adjusted Tax Collections, 2016-17</b>		<b>\$14,593,177</b>
<b>Estimated Value of Properties in ARB Review Status</b>	<b>\$144,920,073</b>	<u>95%</u>
<b>Divided by 100</b>	<u>100</u>	
<b>Rate Base</b>	<b>\$1,449,201</b>	
<b>Tax Rate</b>	<u>0.5460</u>	
<b>Estimated Tax Levy</b>		<b>\$791,248</b>
<b>Estimated Value Over 65 Frozen Ceilings</b>	<b>\$422,633,495</b>	<u>90%</u>
<b>Divided by 100</b>	<u>100</u>	
<b>Rate Base</b>	<b>\$4,226,335</b>	
<b>Tax Rate</b>	<u>0.5460</u>	
<b>Estimated Collection Rate &amp; Levy</b>	<u>100%</u>	<b>\$2,307,532</b>
 <b>ESTIMATED TOTAL TAX LEVY</b>		 <u><b>\$17,691,957</b></u>

**TAXABLE VALUE AND LEVY COMPARISON**

<b>Fiscal Year Ending</b>	<b>Tax Year</b>	<b>Total Taxable Assessed Value</b>	<b>Homestead Exemption</b>	<b>Tax Rate</b>	<b>Total Tax Levy</b>	<b>Percent Increase Over Prior Year</b>
2003-04	2003	\$1,689,163,292	20%	\$0.6385	\$10,785,308	11.9%
2004-05	2004	\$1,757,469,314	20%	\$0.6385	\$11,221,442	4.0%
2005-06	2005	\$1,840,094,487	20%	\$0.6040	\$11,114,170	-1.0%
2006-07	2006	\$2,011,630,820	20%	\$0.5821	\$11,708,758	5.3%
2007-08	2007	\$2,134,576,240	20%	\$0.5764	\$12,303,697	5.1%
2008-09	2008	\$2,242,178,295	20%	\$0.5797	\$12,998,473	5.6%
2009-10	2009	\$2,271,459,062	20%	\$0.5797	\$13,167,648	1.3%
2010-11	2010	\$2,336,118,472	20%	\$0.5851	\$13,668,629	3.8%
2011-12	2011	\$2,362,929,430	20%	\$0.5902	\$13,947,215	2.0%
2012-13	2012	\$2,392,531,721	20%	\$0.5970	\$14,283,414	2.4%
2013-14	2013	\$2,502,557,278	20%	\$0.5914	\$14,653,660	2.6%
2014-15	2014	\$2,633,486,696	20%	\$0.5914	\$15,440,708	5.4%
2015-16	2015	\$2,926,095,717	20%	\$0.5687	\$16,403,663	6.2%
2016-17	2016	\$3,267,348,436	20%	\$0.5460	\$17,691,957	7.9%

### Tax Rate Comparison



### Historical Tax Rate Comparison

Fiscal Year	Tax Year	General Fund	Service Fund	Total Tax Rate*
2006-07	2006	\$0.5120	\$0.0701	\$0.5821
2007-08	2007	\$0.5016	\$0.0748	\$0.5764
2008-09	2008	\$0.5097	\$0.0700	\$0.5797
2009-10	2009	\$0.4997	\$0.0800	\$0.5797
2010-11	2010	\$0.5198	\$0.0653	\$0.5851
2011-12	2011	\$0.5218	\$0.0684	\$0.5902
2012-13	2012	\$0.5307	\$0.0663	\$0.5970
2013-14	2013	\$0.5303	\$0.0611	\$0.5914
2014-15	2014	\$0.5303	\$0.0611	\$0.5914
2015-16	2015	\$0.4972	\$0.0715	\$0.5687
2016-17	2016	\$0.4620	\$0.0840	\$0.5460

\* Tax Rate Includes 20% Homestead Exemption

**Sales Tax Revenue Comparison  
FY15 through FY17**

<b>Month of Receipt</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Adopted General Fund</b>	<b>FY17 Adopted Streets*</b>	<b>FY17 Adopted Economic Dev**</b>	<b>FY17 Adopted Budget</b>
<b>December</b>	\$372,872	\$413,272	\$413,272	\$0	\$0	<b>\$413,272</b>
<b>January</b>	352,681	376,271	376,271	0	0	<b>\$376,271</b>
<b>February</b>	572,450	643,357	643,357	0	0	<b>\$643,357</b>
<b>March</b>	379,354	373,411	373,411	66,360	22,120	<b>\$461,891</b>
<b>April</b>	346,268	342,715	342,715	60,905	20,302	<b>\$423,922</b>
<b>May</b>	538,680	521,329	521,329	92,647	30,882	<b>\$644,859</b>
<b>June</b>	379,192	390,418	390,418	69,382	23,128	<b>\$482,928</b>
<b>July</b>	363,270	363,269	363,269	64,558	21,519	<b>\$449,346</b>
<b>August</b>	603,841	603,841	603,841	107,311	35,770	<b>\$746,922</b>
<b>September</b>	389,989	389,989	389,989	69,306	23,102	<b>\$482,397</b>
<b>October</b>	388,881	388,881	388,881	69,109	23,036	<b>\$481,027</b>
<b>November</b>	566,181	566,181	566,177	100,618	33,539	<b>\$700,334</b>
<b>Total</b>	<b>\$5,253,659</b>	<b>\$5,372,934</b>	<b>\$5,372,930</b>	<b>\$954,842</b>	<b>\$318,281</b>	<b>\$6,306,526</b>

\*Fund established in FY17 to record sales tax revenue collected for City streets maintenance and improvements.

\*\*Fund established in FY17 to record sales tax revenue collected for economic development improvements of the City's downtown area.

City of Friendswood's sales tax rate increased from 7.75% to 8.25% with voter approval in May 2016. The 1/2 cent sales tax rate increase is distributed in the following manner:

\$0.00375 for Streets maintenance and improvements

\$0.00125 for Economic Development improvements in the City's downtown area

Glossary  
Abbreviations and Acronyms

*(updated and reviewed as of January 27, 2016)*

### ACCRUAL BASIS

The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

### ACTIVITY

A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible. (e.g., police is an activity within the public safety function).

### AD VALOREM TAX

A tax based on value (e.g., a property tax).

### AGENCY FUND

A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds. The agency fund also is used to report the assets and liabilities of Internal Revenue Service Code, Section 457, deferred compensation plans.

### AMORTIZATION

Apportionment or writing off of the cost of an intangible asset as an operational cost over the estimated useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

### APPROPRIATION

A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

### ARBITRAGE

Transactions by which securities are bought and sold in different markets at the same time for the sake of profit arising from a difference in prices in the two markets. With respect to the issuance of municipal bonds, arbitrage usually refers to the difference between the interest paid on the bonds issued and the interest earned by investing the bond proceeds in other securities.

### ASSESSED VALUATION

A valuation set upon real estate or other property by a government as a basis for levying taxes.

### ATTRITION

A gradual reduction in work force, as when workers resign or retire and are not replaced.

### BALANCED BUDGET

A budgeting term used to signify budgeted expenditures are offset by budgeted revenues. In some instances reserves set aside for a specific use could be included to offset budgeted expenditures; i.e. election equipment reserves set aside in previous fiscal years to replace outdated equipment in a future fiscal year.

### BASIS OF ACCOUNTING

A term used to refer to when revenues, expenditures, expenses, and transfers-and the related assets and liabilities-are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of

the nature of the measurement, on either the cash or the accrual method.

### BOND

A way of borrowing money long term for capital projects. A bond is a promise to repay money borrowed on a particular date often 10 or 20 years in the future. Most bonds also involve a promise to pay a specified dollar amount of interest at predetermined intervals.

### BUDGET AMENDMENT

A term used to refer to a change to the budget after adoption. Additional revenue or fund balance/retained earnings appropriations to fund expenditures not included in the original adopted budget.

### BUDGET TRANSFER

A term used to refer to the reallocation of appropriated funds between revenue or expenditure accounts within a department.

### CAPITAL EXPENDITURES

Expenditures resulting in the acquisition of or addition to the government's general fixed assets

### CAPITAL IMPROVEMENT PROGRAM

(CIP) A term used to refer to a group of related infrastructure improvements planned for the future. The program can be, either, a five or a ten year plan.

### CAPITAL LEASE

An agreement that conveys the right to use property, plant or equipment, usually for a stated period of time, that meets one or more of the criteria set forth in SFAS No. 13 for lease capitalization.

### CAPITAL PROJECTS FUND

A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

### CASH BASIS

A basis of accounting under which transactions are recognized only when cash is received or disbursed

### DEBT SERVICE FUND

A fund established to account for the accumulation of resources for and the payment of general long-term debt principal and interest (sometimes referred to as a SINKING FUND)

### DEBT SERVICE FUND REQUIREMENTS

The resources which must be provided for a debt service fund so that all principal and interest payments can be made in full and on schedule.

### DEBT SERVICE REQUIREMENTS

The amount of money required to pay interest on outstanding debt, serial maturities of principal for serial bonds and required contributions to accumulate monies for future retirement of term bonds.

### DEFERRED REVENUE

Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting,

amounts that are measurable but not available are an example of deferred revenue.

### DELINQUENT TAXES

Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

### DEPRECIATION

Gradual conversion of the cost of a tangible fixed or capital asset as an operational cost over the projected useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

### ENTERPRISE FUND

(1) A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, gas and electric utilities; airports; parking garages; or transit systems). In this case, the governing body intends that costs (i.e., expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (2) A fund established because the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or purposes.

### EXPENDITURES

Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

### EXPENSES

Reduction in net financial resources which represents the operational cost of doing business.

### FISCAL YEAR

A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City's fiscal year is October thru September.

### FORCES AT WORK

(FAW) A budget term used to describe supplemental department expenditures as a result of federal and/or state unfunded mandates or local governmental laws or actions or market impacts.

### FRANCHISE

A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

### FULL TIME EQUIVALENT

The number of hours per year that a full time employee is expected to work. Two workers who each work half that number of hours together equal one full time equivalent. The hours of a number of part timers or temporary workers can be added up to see how many full time positions they are equivalent to.

### FUND

A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

### FUND BALANCE

The difference between fund assets and fund liabilities of governmental and similar trust funds

### FUND BALANCE-RESERVED FOR DEBT SERVICE

An account used to segregate a portion of fund balance for resources legally restricted to the payment of general long-term debt principal and interest maturing in future years.

### FUND BALANCE-RESERVE FOR ENCUMBRANCES

An account used to segregate a portion of fund balance for expenditures upon vendor performance.

### FUND BALANCE-RESERVE FOR PREPAID ITEMS

An account used to segregate a portion of fund balance to indicate that prepaid items do not represent expendable amiable financial resources even though they are a component of net current assets.

### FUND TYPE

Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

### GENERAL FUND

(GF) The fund used to account for all financial resources, except those required to be accounted for in another fund.

### GENERAL LONG-TERM DEBT

Long-term debt expected to be repaid from governmental funds.

### GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)

Uniform minimum standards and guidelines 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 governments is the GASB.

### GOVERNMENTAL FUND TYPES

Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities-except those accounted for in proprietary funds and fiduciary funds. In essence, the funds are accounting segregation of financial resources. Expendable assets are assigned to the particular fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, used and balances of financial resources), rather than on net income

determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

### IMPACT FEES

Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development.

### INTERFUND TRANSFERS

All inter-fund transactions except loans, quasi-external transactions and reimbursements.

### INTERGOVERNMENTAL REVENUES

Revenues from other governments in the forms of grants, entitlements, shared revenues or payment in lieu of taxes

### INTERNAL SERVICE FUND

A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

### LEVY

(1) (Verb) to impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) the total amount of taxes, special assessments or service charges imposed by a government.

### LIABILITIES

Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer or provide services to other entities in the future as a result of past transactions or events.

### MAJOR FUND

A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10% of corresponding totals for all governmental or enterprise funds and at least 5% of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

### MAINTENANCE

The act of keeping capital assets in a state of good repair. It includes preventative maintenance, normal periodic repairs; replacement of parts, structural components and so forth and other activities needed to maintain the asset so that it continues to provide normal services and achieves its optimum life.

### MODIFIED ACCRUAL BASIS

The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resources increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual that is when they become both "measurable" and "available to finance expenditures of the current." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the

current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditure either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis accounting.

### OBJECT

As used in expenditure classification, applies to the article purchased or the service obtained, rather than to the purpose for which the article or service was purchased or obtained (e.g., personal services, contractual services, materials and supplies).

### ORDINANCE

A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. Revenue-raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

### ORGANIZATIONAL-UNIT CLASSIFICATION

(ORG UNIT) Expenditure classification according to responsibility centers within a government's organizational structure. Classification of expenditures by organizational unit is essential to fulfilling stewardship responsibility for individual government resources.

### PROPRIETARY FUND TYPES

Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position. However, where the GASB has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

### RESERVED

An element of the equity section of the governmental fund balance sheet comprised of three major fund balance elements: reserved; unreserved, designated; and unreserved, undesignated. When used in association with the governmental funds, the term "reserved" should be limited to describing the portion of fund balance that is (1) not available for appropriation or expenditure and/or (2) is segregated legally for a specific future use. A common example of the first type of reservation within the governmental funds is "reserved for inventories." Another example, "reserved for loans receivable," represents amounts expected to be collected in the future. Therefore, this receivable is not available for expenditure or appropriation at the balance sheet date. In this instance, the loans receivable amount is not associated with revenue recognition. However, if outstanding receivables (e.g., property taxes) are related to revenue that is not available, deferred revenue should be reported, *not* a reservation of fund balance. "Reserved for Encumbrances" is a common example of the second reserve type. This type of reserve is legally earmarked for a specific purpose. Generally, the reservations are based on third-party restrictions (e.g., contract with vendor).

### RETAINED EARNINGS

An equity account reflecting the accumulated earnings of an enterprise or internal service fund

### REVENUES

(1) Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating transfers are classified as "other financing sources" rather than as revenues.

(2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers. Also, operating transfers in are classified separately from revenues.

### SPECIAL REVENUE FUND

A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes. GAAP only requires the use of special revenue funds when legally mandated.

### TAX RATE

The amount of tax stated in terms of a unit of the tax base (e.g., 25 mills per dollar of assessed valuation of taxable property.)

### TAX ROLL

The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

### TRUST FUNDS

Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (a) expendable trust funds, (b) nonexpendable trust funds, (c) pension trust funds, and (d) agency funds.

### UNRESERVED

The equity section of the governmental fund balance sheet is comprised of three major fund balance elements: reserved; unreserved, designated; and unreserved, undesignated. (Also reference Unreserved, Designated and Unreserved, Undesignated.)

### UNRESERVED, DESIGNATED

A designation of unreserved fund balance established by a government to indicate tentative plans for the use of current financial resources in the future. Examples of designations include equipment replacement and contingencies. These designations should not cause the government to report a deficit unreserved, undesignated fund balance. In addition, a government should not report a deficit unreserved, designated fund balance. In effect, a government cannot designate resources that are not available for expenditure.

### UNRESERVED, UNDESIGNATED

An "unreserved, undesignated fund balance" represents financial resources available to finance expenditures other than those tentatively planned by the government.

### VEHICLE REPLACEMENT PLAN

(VRP) A term used to refer to a plan of vehicle fleet replacements over the next ten years.

### WORKING CAPITAL

The difference between current assets and current liabilities of enterprise funds.

## Abbreviations and Acronyms

### A

AED: Automated External Defibrillator  
AICPA: American Institute of Certified Public Accountants  
ASO: Administrative Services Office

### B

BA: Budget Amendment  
BPI: Bond Project Impact  
BT: Budget Transfer

### C

CAFR: Comprehensive Annual Financial Report  
CCISD: Clear Creek Independent School District  
CDD: Community Development Department  
CEDC: Community and Economic Development Committee  
CFS: Calls for Services  
CID: Criminal Investigation Division  
CIP: Capital Improvement Plan  
CMO: City Manager's Office  
CS: Community Services  
CSO: City Secretary's Office  
CCP: Code of Criminal Procedure

### D

DARE: Drug Abuse Resistance Education  
DOT: Department of Transportation  
DRC: Development Review Committee

### E

EDA: Economic Development Administration  
EEO: Equal Employment Opportunity  
EMPG: Emergency Management Performance Grant  
EMS: Emergency Medical Service  
ERP: Enterprise Resource Plan  
ETR: Effective Tax Rate

### F

FAA: Friendswood Animal Alliance  
FEMA: Federal Emergency Management Agency  
FISD: Friendswood Independent School District  
FMO: Fire Marshal's Office  
FOIA: Freedom of Information Act  
FSU: Field Service Unit  
FTE: Full Time Equivalent  
FVFD: Friendswood Volunteer Fire Department  
FY: Fiscal Year

### G

GAAP: Generally Accepted Accounting Principles  
GASB: Governmental Accounting Standards Board  
GCCDD: Galveston County Consolidated Drainage District  
GF: General Fund  
GFOA: Governmental Finance Officers Association  
GIS: Geographic Information System  
GO: General Obligation  
GLO: General Land Office  
GPM: Gallons per Minute  
GTOT: Government Treasurers Organization of TX

### H

HIDTA: High Intensity Drug Trafficking Area Program  
HVAC: Heating, Ventilation, and Air Conditioning System

### I

I&I: Interest Infiltration and Inflow  
I&S: Interest and Sinking  
(tax rate used for debt retirement)  
IRS: Internal Revenue Service

### K

KFB: Keep Friendswood Beautiful

### L

LEOSE: Law Enforcement Officer Standards and Education

### M

M&CC: Mayor and City Council  
M&O: Maintenance and Operations  
(tax rate used for general operations)  
MCI: Municipal Cost Index

### P

PD: Police Department  
PEG: Public Education Governmental  
PIF: Police Investigation Fund  
PSB: Public Safety Building  
PW: Public Works

### S

SAN: Storage Area Network  
SECO: State Energy Conservation Office  
SETCIC: Southwest Texas Crime Information Center

### T

TAGO: Texas Attorney General's Office  
TDRA: Texas Disaster Recovery Assistance  
TDSHS: Texas Dept of State Health Services  
TMRS: Texas Municipal Retirement System

### V

VOCA: Victims of Crimes Act  
VRF: Vehicle Replacement Fund  
VRP: Vehicle Replacement Plan

### W

W&S: Water and Sewer  
W/S: Water and Sewer

### Y

YTD: Year to date

### Z

ZZB: Zero Based Budgeting  
(revenues & expenses net to zero)

## Budget and Tax Rate Ordinances

**(Title: An ordinance adopting the City of Friendswood, Texas, General Budget for the Fiscal Year 2016/2017.)**

**ORDINANCE NO. 2016-41**

**AN ORDINANCE APPROVING AND ADOPTING THE CITY OF FRIENDSWOOD, TEXAS, GENERAL BUDGET FOR THE FISCAL YEAR 2016/2017; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH FISCAL YEAR AS REFLECTED IN SAID BUDGET, AND MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT.**

\* \* \* \* \*

**WHEREAS**, on July 29, 2016, the City Manager presented to the City Council a proposed Budget of the expenditures of the City of Friendswood for the fiscal year 2016/2017, a summary copy of which is attached hereto as Exhibit “A” and is made a part hereof; and

**WHEREAS**, pursuant to notice as required by law, a public hearing on such Budget was held in the Council Chambers in the City Hall, at which hearing all citizens and taxpayers of the City 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 such changes therein as in the City Council’s judgment were warranted by law and were in the best interests of the citizens and taxpayers of the City; and

**WHEREAS**, a copy of the Budget has been filed with the City Secretary and the City Council desires to adopt the same; and

WHEREAS, in accordance with Section 8.03 (a) of the City Charter, the City Council has reviewed estimates of revenue to be derived by the City during the 2016/2017 fiscal year, and has determined that the proposed budgeted expenditures will not exceed total estimated income; now, therefore,

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:**

**Section 1.** The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

**Section 2.** In accordance with Section 8.03 (e) of the City Charter, the City Council hereby approves and adopts the Budget described above, the same being on file with the City Secretary. The City Secretary is hereby directed to place on said budget and to sign an endorsement reading as follows: “The Original General Budget of the City of Friendswood, Texas, for the fiscal year 2016/2017,” and to keep such Budget on file in the City Secretary’s Office as a public record.

**Section 3.** In support of said Budget and by virtue of the adoption thereof, there are hereby appropriated out of available cash funds and out of the general and special revenues of the City that will be received in the treasury during the fiscal year 2016/2017, the amounts set forth in said approved Budget for the various purposes stated therein. The total amounts now thus appropriated and the funds from which the same are derived are as follows;

<b>Beginning Fund Balance, 10/01/2016</b>	<b>\$28,317,798</b>
<b>Total Revenues</b>	<b><u>\$47,158,599</u></b>
<b>Total Resources Available for Appropriation</b>	<b>\$75,476,397</b>
<b>Total Expenditures and Other Financing Uses</b>	<b><u>\$52,128,109</u></b>
<b>Ending Fund Balance, 9/30/2017</b>	<b><u>\$23,348,288</u></b>

**PASSED, APPROVED, AND ADOPTED on first and final reading this 3rd day of October, 2016.**



Kevin M. Holland  
Mayor

ATTEST:



Melinda Welsh, TRMC  
City Secretary



**CITY OF FRIENDSWOOD  
PROPOSED BUDGET SUMMARY  
FISCAL YEAR 2016-2017**

	16-17 PROPOSED BUDGET
<b>REVENUES</b>	
Taxes	26,239,758
Charges for Services	11,841,053
Permits and Licenses	780,324
Fines	778,698
Intergovernmental Revenues	239,401
Interest	126,085
Vehicle Lease Reimbursements	375,718
Miscellaneous Receipts	<u>6,777,562</u>
<b>TOTAL REVENUES</b>	<b>47,158,599</b>
<b>Fund Balance Used or (Carried Forward)</b>	
General Fund	(1,904)
Police Investigation Fund	(320)
Municipal Court Building Security/Technology Fund	(4,930)
Sidewalk Installation Fund	(72)
Tax Debt Service Fund	(644)
2014/2016 GO Bond Funds	830,978
1776 Part Trust Fund	(200)
Water & Sewer Operations Fund	654,885
2016 Water & Sewer Bond Construction Fund	3,616,765
Water Impact Fees	34,247
Sewer Impact Fees	(47,104)
Water and Sewer Revenue Debt Service	(4,200)
Vehicle Replacement Plan Fund	<u>(107,991)</u>
	<b>4,969,510</b>
<b>Total Resources Available</b>	<b><u>52,128,109</u></b>
<b>EXPENDITURES</b>	
General Government	5,978,294
Public Safety	12,712,408
Community Development	953,567
Public Works	8,991,261
Community Services	4,386,317
Vehicle Replacement Fund	269,227
Capital Improvements	12,382,985
Debt Service	<u>6,454,050</u>
<b>TOTAL EXPENDITURES</b>	<b>52,128,109</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>-</b>
<b>BEGINNING FUND BALANCE</b>	<b><u>28,317,798</u></b>
<b>ENDING FUND BALANCE</b>	<b><u>23,348,288</u></b>

(Title: An ordinance providing for the levy and collection of ad valorem taxes of the City of Friendswood, Texas, for the tax year commencing October 1, 2016, and ending September 30, 2017.)

**ORDINANCE NO. 2016-42**

**AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF FRIENDSWOOD, TEXAS, FOR THE TAX YEAR COMMENCING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH.**

\* \* \* \* \*

**WHEREAS**, Section 26.05 of the Texas Property Tax Code provides that before the latter of September 30th or the 60<sup>th</sup> day after the date the City receives the certified appraisal roll the City Council shall adopt a tax rate for the current tax year; and

**WHEREAS**, such Section further provides that where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the City's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures for the next year), each of such two components must be approved separately; and

**WHEREAS**, the proposed tax rate for the current tax year of the City of Friendswood, Texas, consists of two such components, a tax rate of \$0.0840 for debt service and a tax rate of \$0.4620 to fund maintenance and operation expenditures; and

WHEREAS, by separate motions heretofore adopted by the City Council of the City of Friendswood, Texas, at a regular meeting of City Council held on this 3rd day of October, 2016, said City Council has approved separately the tax rate heretofore specified for each of said components; and

WHEREAS, all notices and hearings required by law as a prerequisite to the passage, approval, and adoption of this Ordinance have been timely and properly given and held; now, therefore

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:**

**Section 1.** The facts and matters set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

**Section 2.** There is hereby levied, for the tax year commencing October 1, 2016 and ending September 30, 2017, to fund the City's fiscal year 2016-2017 municipal budget, an ad valorem tax at the total rate of \$0.5460 on each One Hundred Dollars (\$100) of assessed valuation on all property, real, personal, and mixed, within the corporate limits of the City, upon which an ad valorem tax is authorized by law to be levied by the City of Friendswood, Texas. All such taxes shall be assessed and collected in current money of the United States of America. **THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.1025 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$8.99.**

**Section 3.** Of the total tax levied in Section 2 hereof, \$0.4620 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2016-2017.

**Section 4.** Of the total tax levied in Section 2 hereof, \$0.0840 is levied for the purpose of paying the interest on bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City of Friendswood, Texas, including the Ord 2016-42

various installments of principal due on the serial bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City, as such installments shall respectively mature in the fiscal year 2016-2017.

**Section 5.** All ad valorem taxes levied hereby, in the total amount of \$0.5460 on each One Hundred Dollars (\$100.00) of assessed valuation, as reflected by Sections 2, 3, and 4 hereof, shall be due and payable on or before January 31, 2017. All ad valorem taxes due the City of Friendswood, Texas, and not paid on or before January 31<sup>st</sup> following the year for which they were levied, shall bear penalty and interest as prescribed in the Texas Tax Code.

**Section 6.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**Section 7.** All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

**PASSED, APPROVED, AND ADOPTED on first and final reading this 3<sup>rd</sup> day of October, 2016.**

  
\_\_\_\_\_  
Kevin M. Holland  
Mayor

ATTEST:

  
\_\_\_\_\_  
Melinda Welsh, TRMC  
City Secretary

