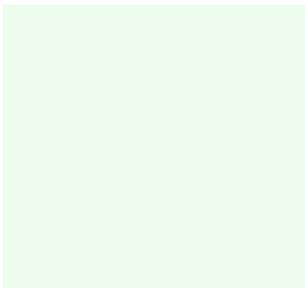
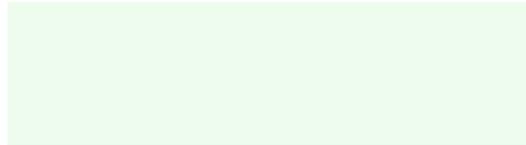
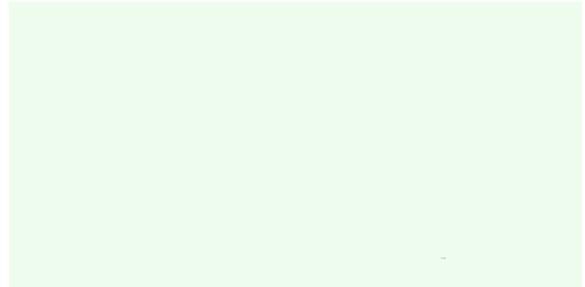


# 2007 - 2008



## Adopted Budget

**Annual Budget**  
**CITY OF FRIENDSWOOD, TX**

**Fiscal Year**  
**October 1, 2007 - September 30, 2008**

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**Mayor**

David J. H. Smith

**Mayor Pro-Tem**

W. Chris Peden

**Council Members**

Laura S. Ewing.....	Position 1
John R. LeCour.....	Position 2
Jim Hill .....	Position 3
Leslie Reid.....	Position 4
Andy Rivera.....	Position 6

**Budget Team**

Robert T. McDaniel .....	City Manager
Roger C. Roecker.....	Director of Administrative Services
Terry Byrd.....	Fire Marshal
Karen Capps .....	Economic Development Coordinator
Cindy S. Edge.....	Deputy Director of Administrative Services
Nick Haby.....	Assistant to the City Manager
Kazem Hamidian .....	Public Works Director
Katina R. Hampton .....	Budget Manager
Frank Manigold .....	Acting Community Development Director
Deloris McKenzie .....	City Secretary
James Toney .....	Community Services Director
Robert B. Wieners .....	Police Chief

This budget will raise more total property taxes than last year's budget by \$594,939 or 5%, and of that amount \$337,843 is tax revenue to be raised from new property added to the roll this year.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Friendswood**

**Texas**

For the Fiscal Year Beginning

**October 1, 2006**

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Friendswood, Texas** for its annual budget for the fiscal beginning **October 1, 2006**. 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.

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# CITY OF FRIENDSWOOD

September 17, 2007

Honorable Mayor and City Council:

Submitted herewith is the approved budget for the 2007-08 fiscal year. Attached is a schedule of the changes to the proposed budget document that was submitted to you on July 31, 2007.

The most significant change from the proposed budget is a \$75,000 increase in sales tax revenue. Changing the proposed tax rate from \$0.5760 to \$0.5764 resulted in a property tax revenue increase of \$8,538. Funding the master pavement plan with fund balance resources made an additional \$50,000 available for operational expenditures in fiscal year 2007-08.

As a result of these changes, 11 of the 17 proposed unfunded decision package items are included in the adopted budget. Your authorization to use fund balance resources will allow for complete or partial funding of 5 of the 6 remaining proposed unfunded decision package items. With FVFD administrators in agreement, the only decision package to remain unfunded will be the fire training field improvements.

This final document reflects the changes made during the budget process and is offered for your reference throughout the year.

This communication would not be complete without commending you and the budget team for your contributions to this budget. Without Council's guidance and commitment to the City of Friendswood and its citizens, we would not have successfully achieved your goals for the budget process.

Respectfully,

A handwritten signature in black ink, appearing to read "R. T. McDaniel".

Robert T. McDaniel  
City Manager

**Changes to the FY08 Proposed Budget**

<b>Additional Revenue:</b>	General Fund
Property Tax (Proposed tax rate changed from \$0.5760 to \$0.5764)	\$8,538
Sales Tax - Increase Budgeted Amount	<u>75,000</u>
<b>Total</b>	<b>\$83,538</b>

**Changes to Expenditures:**

FVFD: Additional Part Time Paramedic (weekends)	\$36,552
FVFD: Add Part Time Paid Medic (3rd to staff)	34,138
FVFD: Increase Administrative Support Hours	7,904
FVFD: Increase Contribution to Volunteer Pension Fund	14,400
FVFD: Annual Performance Increase for FT staff	3,500
FVFD: Inspection & Certification Cost Increase	3,000
FVFD: Per Call Stipend for Volunteer Firefighters	21,000
FVFD: Community Events/Awards Banquet Increase	5,000
FMO: Convert Budget for Part-Time Employees to One Full-Time Position	0
CDD: Geographic Information System (GIS) Improvements - Contract Services	5,000
CSO: Copier/Printer/Scanner/Fax - PSB Records Room	\$466
CSO: Replace two office chairs	600
CMO: Document Camera for City Council Chamber	1,600
PW: Master Pavement Plan (to be funded in FY 2006-2007)	<u>(50,000)</u>
<b>Total</b>	<b>\$83,160</b>

**Decision Packages (Non-Ongoing): Funded with GF Balance in 2006-07**

FVFD: Automatic CPR Devices (3)	44,100
CSO: 6 eSlates (Electronic Voting Equipment)	15,000
FVFD: Modifications to Fire Station # 3 (Project estimate reduced)	50,000
FVFD: Non-Invasive Bp to Lp 12 Monitors (5)	13,695
FVFD: 30 Handheld 800 Mhz Radios (Reduced to 15-purchased over 2 yrs.)	63,711
CS: Public Safety Building median landscaping & irrigation	<u>3,100</u>
<b>Total - Unfunded Decision Packages</b>	<b>\$189,606</b>



# CITY OF FRIENDSWOOD

July 30, 2007

Honorable Mayor and City Council:

We hereby submit the proposed budget for FY07-08 in accordance with City Charter requirements.

While the process for developing this budget has been similar to previous years, the delivery method has changed. We are delivering this document to you in conjunction with a presentation summarizing the budget's key value streams and drivers (Also known as *Forces at Work*).

The presentation is intended to provide an operational overview within a strategic context (MYFP\* - Multi-Year Financial Plan\*/subject to updates) to provide recommended action plans and options. Additionally, the budget overview presentation and proposed operating budget is consistent with the City Charter directing the City Manager to:

*"Keep the Council advised of the financial condition and future needs of the City and make such recommendations as may seem to him advisable."*

The presentation's purpose focuses first on output and second on input. *It is intended that the enviable designation by CNN Money Magazine as a Top 100 Community will be substantiated through an operating budget that builds on the legacy prepared for this year that we may better prepare for the following years and the population previously ordained by land use density decisions.*

As has been mentioned in previous years our budget process is different from most cities' processes. It is a very collaborative effort requiring the senior staff to work together and take a city-wide view of the needs and available resources. With this in mind, the group then uses a prioritization process that allocates these resources throughout the City. This process is one that requires trust, respect and cooperation from all participants. Due to the loss of several key staff our budget team has changed, but proven to be capable and has risen to the challenge again this year.

The group has worked over the past several months to develop a budget that focuses on the future and meets the needs of the growing community. The budget was reviewed and adjusted by the City Manager and is now presented to City Council for deliberation.

This budget provides the Mayor and Council with options in the form of operational and strategic decision packages based in a recommended funding level not exceeding 3% over the effective O&M tax rate to balance expenses with revenues. Mayor and Council can add or remove as they please provided the budget and tax rate are legally adopted and a balanced budget results.

Additional operating revenues are projected to total \$1,282,759 over the current year budget. This represents 7.6% more operating/ongoing revenues. Of these additional revenues, the typical homeowner with a homestead exemption will contribute additional ad valorem revenues of \$398,491 or 31% of the total additional funds. Of this increase, \$283,920 or 71% is attributable to new construction (commercial and residential). \$114,571 or 29% is coming from a proposed increase of 3% over the effective tax rate. Additional detail to this resource and the others that comprise the balance of the growth in revenue are detailed further in this letter.

As in prior years the budget document includes the development of performance measures. Our goal in doing so is to continue to provide better information and exhibit how well the needs of our citizens and customers are being met. Because of the additional effort and other improvements to the budget, the City received the Government Finance Officers Association Distinguished Budget Presentation Award for its FY06-07 document. The City is honored to have been awarded this recognition for a fourth consecutive year.

Several years ago, the City Council made a very important financial decision. The decision was to develop a budget and operate the City based on current revenues, or funds generated in the current fiscal year. The result is that any revenues exceeding the budgeted amount and any budgeted expenditures not made in the fiscal year, are added to fund balance. This was done to better prepare the City financially in the event of any catastrophic event, and accumulate funding for future capital projects. This policy supports funding ongoing revenues with ongoing sources and one-time revenues with one-time expenditures.

A second benefit of this decision was the impact on the City's bond rating. The City's bond rating from Standard & Poor's was upgraded from A to A+ for our last general obligation (G.O.) bond issue in 2005. Moody's maintained its A1 rating for this bond issue. This was the second of three G.O. bond issues that were approved by the citizens in 2003. The third and final issue is scheduled for the 2007-08 fiscal year.

Friendswood's population continues to grow and is currently estimated to be 34,500. Growth is expected to accelerate somewhat this year with the development of several new subdivisions (West Ranch in particular). This growth will continue to place increasing demands on City services. Identifying new revenue streams, especially in the General Fund, will become increasingly important, if not elusive.

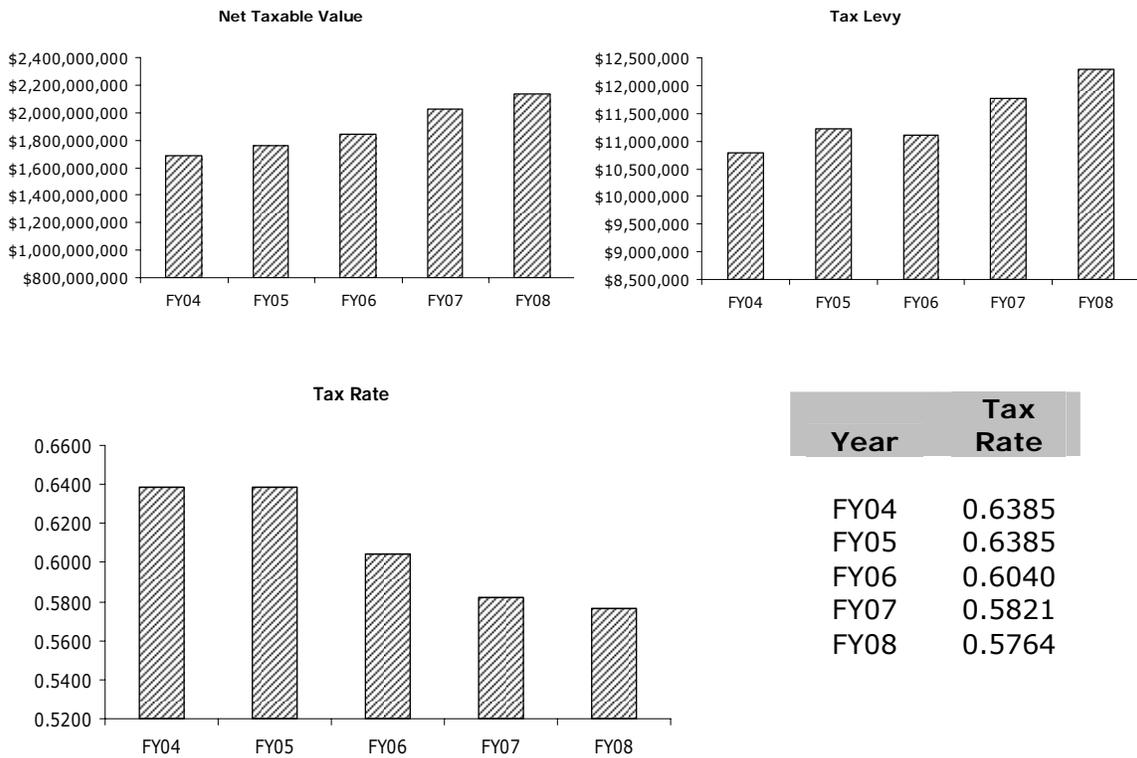
#### Key Budget Objectives

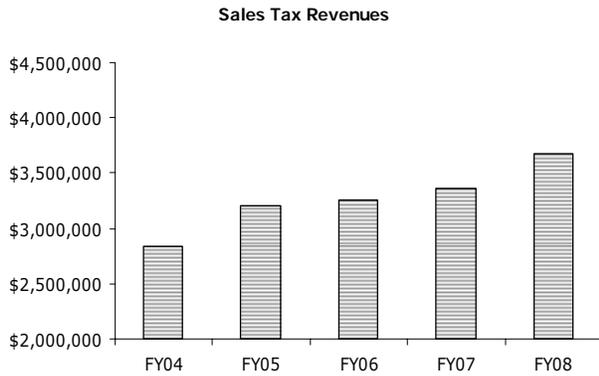
- Deliver existing public services and resulting value stream for the service level legally mandated and ordained by Council (present and past)
- Protect and promote greatest city assets in the delivery of the public value stream produce with adequate pay and compensation for merit performance and professionalism
- Address infrastructure issues associated primarily with drainage improvements needed, capital improvements and legal proportionality of required exactions for new development (including the requisite planning therefore) to protect and improve quality of life for the public and attract economic development to diversify the tax base to relieve pressure on the ad valorem tax base and homeowner burden

- Secure alternate revenues streams other than property tax by maximizing state options for local sales tax expansion to be determined by Council
- Keeping the cost for such public service value stream and delivery as competitive, effective and efficient as possible

### General Fund

The City's largest single source of revenue continues to be property taxes. The proposed budget includes staff's projection of the estimated effective tax rate plus 3 percent, \$.5764. This rate consists of a maintenance and operations (M&O) tax rate of \$.5016 and an I&S (debt service) tax rate of \$.0748. We have not received certified values from the Galveston Central Appraisal District for 2007, but have preliminary numbers with approved values totaling \$2,104,618,733 and \$49,929,178 under review. We will adjust our property tax revenue after receiving certified numbers from the Appraisal District and report this to Council in an upcoming work session.



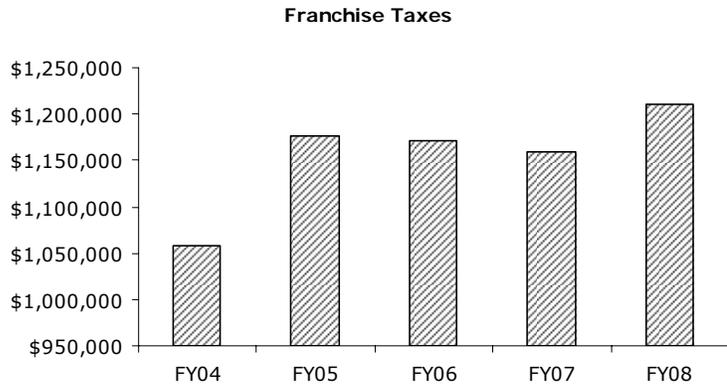


Year	Sales Tax
FY04	\$2,833,289
FY05	\$3,199,136
FY06	\$3,252,990
FY07	\$3,359,100
FY08	\$3,750,000

The second largest source of revenue in the General Fund is Sales Tax. We are projecting an increase in this revenue stream of \$391,000 over the 2006–07 budget of \$3,359,000. This brings the proposed budget to \$3,750,000. Although this is a relatively large increase over previous years, we believe it remains a conservative projection, recognizing that sales tax volatility has caused many cities tremendous budget difficulties. The City’s sales tax revenue base has consistently grown from its base of many smaller retail centers rather than any single large outlet.

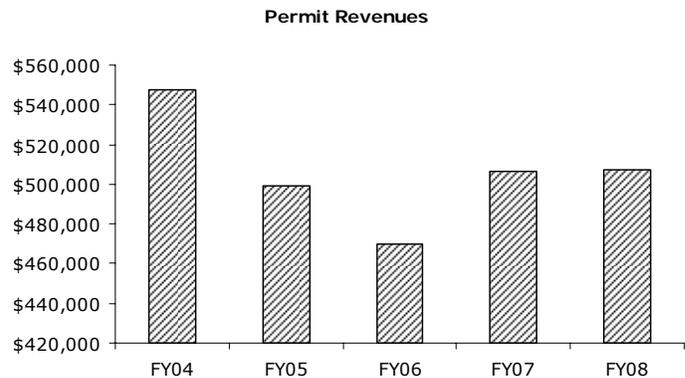
Franchise Fee and Right-of-Way Access revenue are projected to increase by approximately \$52,000 from FY07. This is a 4.5% increase as compared to the FY07 budget and is attributed to population growth and increased cable franchisee revenues.

Year	Franchise
FY04	\$1,058,726
FY05	\$1,176,461
FY06	\$1,171,334
FY07	\$1,158,800
FY08	\$1,211,000



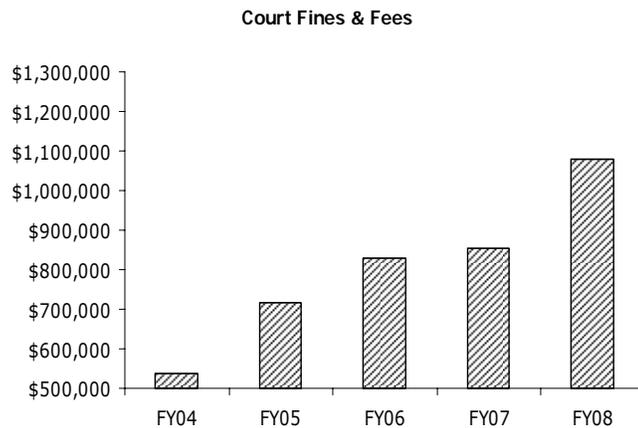
Revenue from Building Licenses, Permits and Plan Check Fees is predominately based on residential building permits. 2007 revenues totaling \$507,500 are projected at almost the same amount as the FY07 Adopted Budget.

Year	Revenues
FY04	\$547,641
FY05	\$498,988
FY06	\$469,681
FY07	\$506,200
FY08	\$507,539

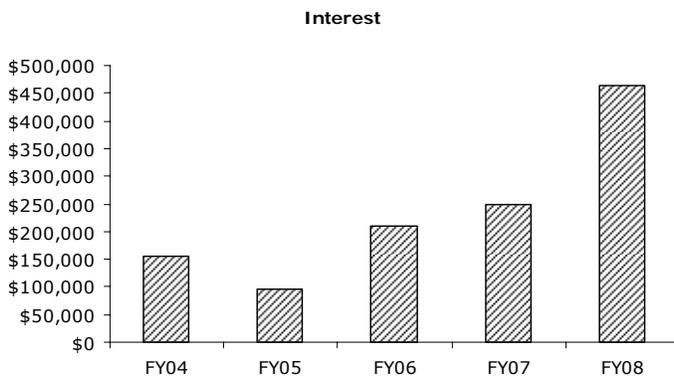


Municipal Court fines and fees are another major source of general fund revenue. Citations processed by the Court have increased dramatically over the past 6 years, growing from just over 8,000 to an estimate of 15,000 for 2007-08. This represents a 14% average annual increase over that period. As a result, court revenues are projected at \$1,078,700, an increase of \$225,230. The FY08 Proposed Budget also includes the Court Technology/Court Security Fund which contains revenue derived from the court security and court technology fees. These funds can only be used for specific projects related to court security and technology.

Year	Revenues
FY04	\$536,100
FY05	\$716,800
FY06	\$829,605
FY07	\$853,470
FY08	\$1,078,700



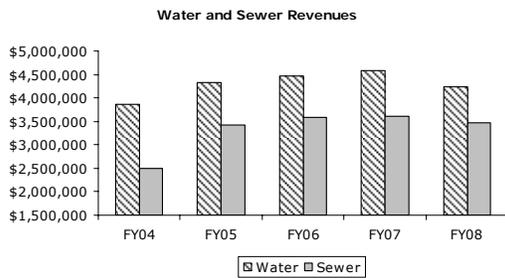
Interest income is the last significant general fund revenue source. Interest rates have risen from their previous historic lows and both pooled and fixed investments are generating increased revenue. Because of this trend we have projected \$462,500 in interest revenue, an increase of \$213,000 over last year's budget.



Year	Revenues
FY04	\$155,400
FY05	\$97,070
FY06	\$209,900
FY07	\$249,072
FY08	\$462,481

### Water and Sewer Fund

2006-07 has been a historically "wet year" for all of Southeast Texas. As a result water consumption is down and we don't expect to meet the current budget for water and sewer revenue. We have factored this year's experience into our projections for 2007-08 and have budgeted water revenues at \$4,238,169. This is a \$348,000 (7.5%) decrease from the current year budget of \$4,586,000. Sewer revenue is budgeted at \$3,611,500, a 4.2% decrease from the FY06 budget.



Year	Water	Sewer
FY04	\$3,865,248	\$2,500,928
FY05	\$4,324,850	\$3,417,741
FY06	\$4,472,190	\$3,594,973
FY07	\$4,586,000	\$3,611,500
FY08	\$4,238,169	\$3,461,956

### Expenditures

The proposed budget continues to emphasize the importance of meeting the demands of growth while maintaining the City's quality of life. Our responsibility, as directed by City Council's Vision Statement, is to provide a safe place for people to "live, work, play and worship." This is done by continuing to focus on the City's infrastructure, including its most valuable asset – the City's employees. In addition to the existing work programs, the following items are included in the proposed budget.

The City's "Human Infrastructure" (its employees) are receiving attention in the 2006 – 07 fiscal year in the form of a Compensation and Classification Study. This will ensure the pay plan is structured to provide internal equity among the employees and is competitive with other cities. Although the consulting work was funded in the previous fiscal year, funding for salary adjustments is included in the proposed budget totaling \$270,000 in the General Fund and \$30,000 in Water and Sewer. An additional \$366,000 was added for this purpose, if sufficient revenues are available after certified values are received and the tax rate is adjusted.

The City is a service organization, and as such, the City's service providers, or Personnel, are the most important part of the City's infrastructure.

Council has supported a pay plan that properly compensates the employees and has typically provided annual merit funding. The FY08 Proposed Budget includes \$139,000 in General Fund and \$19,400 in the Water and Sewer Fund to provide 3% merit funding in this budget. No Cost Of Living Adjustments (COLA) or "across the board" pay increases are included.

Four full-time positions and three part-time are proposed in this budget. You will see that Staff has emphasized public safety in its decision package prioritization. Three full-time and three part-time Police positions are included in the proposed budget. One of the full-time and two of the part-time positions were authorized, but not funded, by City Council in the 2006-07 budget development. The remaining two full-time Police positions are new and included in the budget to maintain the 1.5 officers per 1,000 population staffing level. In addition, a part-time Animal Control position has been included in the Police Department. A clerical position in the Municipal Court and part-time position, Media Technician, are added in other City departments. The Media Technician is proposed to staff the multi-camera video equipment that will be used to record and televise Council meetings on the City's PEG TV channel. This system is budgeted at \$25,000 and was requested by Council as an upgrade to the current single-camera system. The amounts below include salaries, benefits and any additional equipment required for the new employee.

- 1 - Peace Officer I (authorized in 2007) - \$58,722
- 2 - Part-time School Resource Officers (authorized in 2007) - \$25,750

- 1 – Part-time Animal Control Officer - \$42,468
- 2 – Peace Officer II, including vehicle, supplies and equipment - \$208,918
- 1 – Municipal Court Clerk III - \$47,567
- 1 – Part-time Media Technician (.5 FTE) - \$18,985
- Salary adjustments for Municipal Court judges and prosecutors - \$20,000
- FVFD – Paramedics (\$1 per hour) - \$6,303
- FVFD – Firefighter Pay Increase to \$13 per hour (\$0.50/hour) - \$5,252
- FVFD - Additional part-time Paramedics and Medic - \$70,690

*Street improvements* have again received a high level of importance in this year's budget. Included in the FY07 proposed budget is \$1,015,000 for concrete and asphalt street repairs and sidewalk improvements. This is an increase of \$215,000 over the FY07 Adopted Budget and represents an ongoing commitment to street maintenance. In addition to the funding for street improvements, \$50,000 is budgeted to develop a Citywide Street Pavement Master Plan. The purpose of this work is to develop a plan to ensure street repairs/improvements are being performed in a systematic and strategic manner.

*Parks* are a distinguishable characteristic of Friendswood. The FY08 Proposed Budget includes funds to maintain the City's parks, including:

- Phase 2 of the replacement of the existing playground at Stevenson Park. The new playground will be handicap accessible - \$23,000.
- Replace the metal roof on the Leavesley Park Hangar - \$30,000.
- Replace one HVAC unit for the Leavesley Park Hangar - \$6,500.
- Replace 10 – metal picnic tables in Stevenson Park - \$7,000.
- Provide shade structure for Stevenson Park pool patrons - \$19,500.
- Repair or replace the rear entry doors at City Hall - \$2,000.
- Library Expansion – Develop schematic drawings – \$34,000.

The proposed budget also includes several items for the *City Secretary's office*.

- 1 – Backup JBC (electronic voting equipment) - \$2,708
- 1 – Backup E-Scan (electronic voting equipment) - \$2,708
- Laserfiche Records Management Software - \$17,211
- Weblink for Laserfiche Records Management Software - \$14,338
- Computer for Records Mgmt. Office at new Public Safety Bldg. - \$1,020
- Software Maintenance Agreement for 6 new e-Slate machines - \$408
- 2 – office chairs - \$600
- Copier/printer/fax/scanner for PSB records room - \$466

Other items proposed in the General Fund operating budget include:

- Laptop computers for City Council and Planning & Zoning Commission - \$27,200
- Funding to perform Background Checks on all new employees - \$4,000
- Credit card processing fees for Municipal Court - \$2,500
- City property valuation verification to ensure proper insurance coverage - \$7,000
- Document camera for City Council chamber - \$1,600
- Geographic Information System contract services - \$5,000

*Water and Sewer.* Significant additions to the water and sewer fund include:

- Sewer rehabilitation program - \$300,000
- Utility Master Plan - \$100,000
- San Joaquin Lift Station Upgrade - \$24,500
- GIS Enhancements for Utility System - \$15,000
- Blackhawk wastewater contract with Gulf Coast Waste Disposal Authority, \$73,705
- City property valuation verification to ensure proper insurance coverage - \$7,000

Budgets across all City departments have been greatly impacted with the cost of fuel reaching all-time high prices. To help recognize this impact, the general fund has been increased by \$39,977. The water and sewer fund has also been increased, in the amount of \$9,316. This is a 25% increase from FY07. Although not huge amounts, these are important adjustments. The Budget office will continue to monitor the price of fuel to ensure service delivery is not impacted during the upcoming year.

A second City-wide impact on our budget is the increased cost of electricity. We have included \$56,000 in General Fund and \$17,400 in Water and Sewer to recognize the growth in the cost of this essential resource.

An extremely significant change in the City's relationship with the Friendswood Volunteer Fire Department (FVFD) began in FY04-05. We are now going into the fourth year of a contract that was established with FVFD to provide fire and emergency management services to the City. The prior contract was approved in 1981, and did not anticipate the level of technology, the liability that exists today or the size of the operation of both the city and the FVFD. The contract includes the following features:

- All paid staff is under the supervision and authority of the FVFD.
- All equipment is under the maintenance and operation of the FVFD.
- All facilities (with the exception of major repair items) are under the maintenance and operation of the FVFD.
- All insurance coverage is the responsibility of the FVFD with incentives and disincentives depending on experience.
- Performance measures and reporting requirements for firefighting and ambulance responses are in place calling for specific response times, and manpower requirements for each response.
- Performance measures and reporting requirements for maintenance and operation of equipment are in place calling for specific maintenance guidelines.
- Performance measures and reporting requirements for training of manpower, both fire and EMS, are in place.
- The City covers the costs of providing these services.
- The City pays a fee of \$10 per run to the Equipment Replacement Fund (the same fund the voluntary donations from the City utility bill go to) to assist in the replacement of capital equipment. This fee is projected to be approximately \$25,000 for 2007-08.

In addition, the following items are included in the FY08 Proposed Budget are requests from the FVFD.

- Cell phone and pager cost increase - \$3,800
- Cost increase for medical supplies, inspection & certification - \$8,000
- Pay increase for full-time staff and additional administrative support - \$22,959
- Per call stipend for Volunteer Firefighters - \$21,000
- Volunteer Pension Fund contribution increase - \$14,400
- Community and Awards Banquet Events - \$5,000
- The following debt payments are funded from Fire/EMS Donations. We have budgeted \$233,000 in revenue from this source for 2007-08.
  - Annual debt service for the 100' aerial platform truck - \$80,572.
  - Annual debt service for a new fire truck - approximately \$62,000.
- The following three equipment purchases are funded by a combination of 2007-08 projected donations and FVFD resources.
  - Replacement ambulance - \$140,000
  - Replacement vehicle for Fire Chief - \$40,000
  - Jaws of Life Rescue System - \$20,000

Since establishing the **Vehicle Replacement Plan** in 1999 the City's fleet has been greatly improved and assists City Staff in performing efficiently. We are now entering the sixth year of our Vehicle Replacement Fund (VRF). This fund allows us to "finance" our The VRF purchases all City vehicles that cost less than \$50,000 and "leases" them to the City departments. These "lease" payments allow the VRF to purchase replacements for the departments' vehicles according to the Vehicle Replacement Plan schedule. The current plan calls for nine police patrol units to be replaced in 2007-08.

The Vehicle Replacement Fund has been an excellent method to fund our future City vehicles and has proven to be beneficial in several ways.

- The City fleet is refreshed as needed to provide proper employee resources.
- It allows the City to "finance" its fleet purchases internally, thus saving the cost of borrowing externally.
- It ensures adequate funding is available for fleet replacement.
- The annual budgetary impact is stabilized. A more consistent funding requirement is established, eliminating the extreme highs and lows from one budget to the next.

#### **Fund Balance**

The City has made tremendous progress in developing healthy financial reserves. As a result of conservative budgeting and responsible stewardship on the part of the staff and City Council, it is projected that the General Fund balance will approach \$10.2 million by the end of this fiscal year. According to the financial policies the "additional undesignated funds in excess of the 90-day emergency reserve will be allowed to accumulate in a fund designated for future General Fund capital improvements." Based on the budget for 2007-08, the emergency reserve amount is \$4.6 million.

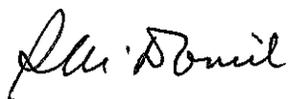
Once again, the Water and Sewer and General Funds are each budgeted to operate independently, within their own financial means. Water and Sewer Fund retained earnings is estimated to reach \$8.9 million at year-end. However, we plan to expend \$3.5 million in the current fiscal year to acquire additional capacity in the Southeast Water Purification Plant in lieu of issuing additional revenue debt.

#### **Conclusion**

This is an exciting time for our City. Receiving the CNN Money Magazine designation as a Top 100 Community is a wonderful acknowledgement of the work done by this Council and Staff, as well as those in the past! Completion of Centennial Park and the Public Safety Building add two beautiful and functional resources to this community, and we are proud of them. We understand that completing the upcoming projects, such as Fire Station # 4 and the street and drainage improvements that are planned will continue to tax our resources. However, we will strive to bring these and other projects to successful completion in 2008 and the years ahead.

As we mentioned earlier in this letter, our budget process is one that involves great cooperation and teamwork by our Staff. However, we would be remiss if we did not recognize the many hours of hard work performed by the Administrative Services staff. We are proud to be a part of a Staff dedicated to serving the citizens of Friendswood and appreciate the opportunity to present this budget to Council. We are ready to discuss the budget with you and look forward to its adoption.

Respectfully,



Robert T. McDaniel  
City Manager

## 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 section** includes the City Manager's budget message with revenue and fund balance trend charts and graphs; City Council mission statement and strategic goals; fiscal year fact sheet; budget calendar; and information on the City of Friendswood.

The **Summary Schedule** section includes summary schedules for FY06 actual; FY07 original budget; FY07 amended budget; year to date 6/30/07 actual expenditures; year-end estimate for FY07; and FY08 proposed budget data. This section includes budgeted revenues and expenditures, designed to provide readers with a broad overview of the City's budget. Pie charts and a budget summary schedule lead off this section and depict all revenues by classification and expenditures by functions, including governmental and business related activities. Governmental activities include most of the City's basic services (general government, public safety, community development, public works and community services). Business-type activities include the City's water and sewer system. Included is an overview of revenues and expenditures by fund. Additional schedules presented in this section are estimated tax valuations, tax levy and tax rate, including graphs; sales tax revenue comparison; tax and revenue debt service summary schedules; governmental grants and service fees schedule; and inter-fund transfers schedule.

The **Fund Summary** schedule provides the revenues, expenditures and proposed ending fund balance for the City's six governmental funds as well as enterprise funds. Governmental funds are General Fund, Police Investigation Fund, Fire/EMS Donation Fund, Park Land Dedication Fund, Tax Debt Service Fund, General Obligation Bond Construction Funds. Enterprise funds are Water and Sewer Operation Fund, 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, Playground Fund, and Court Technology/Security Fund. A description of each fund precedes the fund schedules and includes the basis of budgeting.

The next section is entitled **Departmental Budgets**. Each department includes: (1) department narrative, goals, objectives and measures; (2) department summary with department totals across all funds and an organizational chart depicting the department structure. The general ledger account number segment for fund, department and division accounts are included on all department organization charts for cross-reference to the detail division budgets.

Following this section is the **Capital Improvement Program** section for the current proposed budget year by fund and project as well as the detail by object account. In some instances major maintenance and repair items are included as projects.

The tax and revenue **Debt Service** section contains summary schedules and payment schedules for each bond issue.

The **Appendices** contains several schedules. Among these, are the Ordinances and Policies, supplemental request recommendations and personnel schedules, detail revenue schedules by fund and account element/object and the glossary.

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

Adopted by Resolution

## **Vision Statement**

Together we build our future in a friendly place to live, work, play, learn and worship.

## **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	Community Services	
	X	X	X	X	X	X	X	X	X	X	1) Communication
			X	X				X			2) Economic Development
								X	X	X	3) Preservation
	X		X				X	X		X	4) Partnerships
				X	X	X	X	X	X	X	5) Public Safety
		X	X	X	X	X	X	X	X	X	6) Organizational Development

## Budget Calendar

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April 2007	Review proposed budget calendar
April 2007	Budget materials and instructions to department directors
May 2007	Review preliminary budget priorities
May 2007	Review compensation and benefits plan Discuss budget process with Council
May 2007	Departments develop Proposed Budget & submit to Finance
June 2007	Review of departmental budgets Review of rate structures / Identify budget priorities
July 2007	Prepare Proposed Budget
July 31, 2007	Proposed Budget delivered to Council
August 9, 2007	Post notice of meeting on 8/13 to discuss tax rate
August 13, 2007	Council work session (take record vote to propose 2007 tax rate and schedule public hearing for 8/27)
August 13, 2007	Deliver notices of public hearings (8/27) (to be published on 8/15) to newspaper, post on the PEG Channel and Website
August 20, 2007	Council work session
August 23, 2007	Post notice of public hearing for 8/27
August 27, 2007	Public hearing
September 6, 2007	Post notice of public hearing for 9/10
September 10, 2007	Public hearings on proposed tax rate and budget Announcement of meeting to adopt the tax rate on 9/17 Post ordinances for budget and tax rate
September 12, 2007	Publication of notice of vote on 2007 tax rate printed in newspaper, post on the PEG Channel and Website, for 9/17
September 13, 2007	Post notice to adopt on 9/17 (budget and tax rate)
September 17, 2007	First and final reading of ordinances adoption of budget and tax rate

## **Information on the City of Friendswood**

### **Form of Government**

The City of Friendswood, Texas was incorporated on October 15, 1960. The charter provided for a Mayor-Council form of city government. The charter was amended on October 16, 1971 to provide for a City Council-City Manager form of city government.

The Mayor and six Council members are elected from the City at large to serve three-year terms. A charter amendment was approved May 4, 1992, to extend terms to three years from two years to be phased in over a three-year period beginning in 1993. A three-term limitation was also approved in 1992.

The City Council is the principal legislative body of the City. The City Manager is appointed by a majority vote of the City Council and is responsible to the Council for the administration of all the affairs of the City including the appointment and removal of department directors and employees, supervision and control of all City departments and preparation of the annual budget. The Mayor presides at meetings of the City Council.

### **Location**

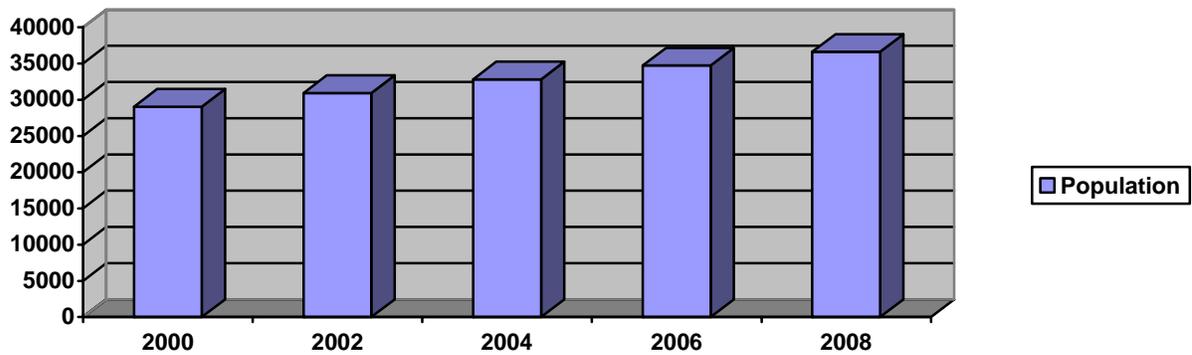
Friendswood is conveniently located between Houston and Galveston, just 20 miles southeast of downtown Houston in southern Harris and northern Galveston Counties. The city is in the middle of the Houston biocorridor, including the world-renowned Texas Medical Center in Houston and the University of Texas Medical Branch in Galveston.

The City covers 22.7 square miles and shares boundaries with Pearland, Alvin and League City. Three State farm-to-market roads give Friendswood easy access to the surrounding areas: FM 518 winds north to south from Pearland to League City; FM 2351 west from I45 to the Brazoria/Galveston county line; and FM 528 west from I45 to Alvin. Friendswood enjoys easy air transportation access to Hobby Airport, George Bush Intercontinental Airport, Ellington Field, and Clover Field.

In July 2007, Friendswood was ranked number 51 on Money Magazines' top 100 places to live in the United States. Cities making the list have the best combination of economic opportunity, good schools, safe streets, things to do, and real sense of community.

### **Demographics**

The City's 2000 census was 29,037. The population is estimated to be 36,613 at September 30, 2008. Friendswood is known for its highly educated workforce with more than 48 percent of residents employed in executive, professional, and managerial positions. The average household income is estimated at \$117,000 – the highest for cities in Harris, Galveston, and Brazoria counties. Businesses and residents are drawn to Friendswood's extraordinary demographics, superior quality of life, and its luscious natural green environment.



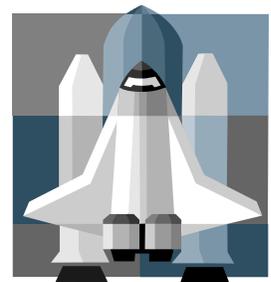
City services are provided by a staff of 209.60 fulltime equivalent employees. The City’s police protection is provided by 50 sworn officers. The City’s fire protection is contracted with the Friendswood Volunteer Fire Department with a volunteer staff of 106 and 32 part-time paid staff working from three City-owned and equipped fire stations. The City’s Public Works department maintains 155 miles of paved streets, 1.168 miles of unpaved streets, 94.5 miles of storm sewer and 165 miles of water and sewer mains with 35 employees. The City has eight parks, one swimming pool and four tennis courts on 189 acres. The Friendswood Public Library is a premier library in the area servicing an average of over 500 patrons per day with a circulation of 300,241 in 2006. Over 17,000 youth attended programs during 2006. The City is served by two school districts; Friendswood Independent School District and Clear Creek Independent School District.

### Economic Outlook

The Friendswood/Bay Area Houston economy is comprised of well over 12,000 business establishments. The population of the service area, defined by parts of Harris and Galveston counties and nine municipalities including Friendswood, southeast Houston, Kemah, La Porte, League City, Nassau Bay, Pasadena, Seabrook, and Webster is approximately 350,000. The Friendswood/Bay Area regional economy has become more diverse featuring aerospace, biotechnology, chemical products, recreation, and tourism.

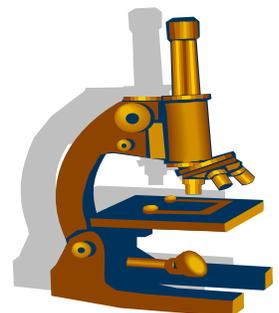
### Aerospace

The Friendswood/Bay Area Houston region is home to NASA – Johnson Space Center and its numerous aerospace contractors. The service area represents 92 percent of all aerospace jobs in metropolitan Houston, even though it accounts for just 4.5 percent of total Houston Jobs.



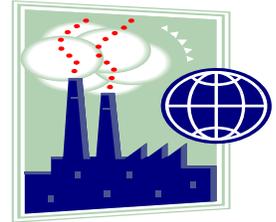
### Biotechnology

Bioscience and biotechnology represent a strong technology cluster for Bay Area Houston with more than two times the national average activity. There are approximately 2,900 people employed in Bay Area Houston’s bio sector. There is a concentrated representation of medical device, biometrics and basic bio-research operations in the area.



## Chemical Products

Another large and relatively stable business cluster is the petrochemical refining and specialty chemical industry. One of the nation's largest privately developed industrial facilities, Bayport, is home to approximately 65 operating specialty chemical plants employing 9,000 to 10,000 workers.



## Recreation and Tourism

The fourth economic sector combines boating, recreation, and tourism on Texas' Gulf Coast. About 24 marinas provide 8,000 boat slips of all sizes and dockage facilities for the power and sail boating enthusiast. The area offers amusement parks, like Space Center Houston, and the Kemah Boardwalk, as well as ecotourism, upscale shopping and fine seafood restaurants. Conservative estimates reveal that 2-3 million tourists visit Bay Area Houston annually.



## Planning for the Future

In 1998, the City achieved a significant goal with the development of Vision 2020, the community's strategic initiative for Friendswood to the year 2020. This plan, developed with active citizen input, has been the foundation for our goals, Comprehensive Plan, Capital Improvement Plan and annual budget. By working together to implement these plans, the City Council and staff will ensure the citizens' vision for 2020 can, in fact, become reality.

## Fiscal Year Fact Sheet

Net Assessed Property Valuation	\$2,134,576,240
Tax Rate per \$100 Valuation	\$0.5764
Square Miles	approx. 23
Population, Estimated as of 6/01/07	34,500

### Staffing

	FY07	FY08
Full-time employees (FTE)	185.00	195.00
Part-time employees	15.88	14.60
<b>Total employees</b>	<b>201.88</b>	<b>209.60</b>

### Number of Utility Customers as of 6/01/07

Water	11,335	11,171
Sewer	10,640	10,823

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

#### Monthly Water Rates

Single-family, single-business, or construction in progress:

First 3,000 gallons per month	\$12.00
Above 3,000 gallons, per 1,000 gallons	\$ 2.61

Trailers, apartments, condominiums, multi-family, multi-business, or commercial units, including, but not limited to, strip centers, professional office buildings and shopping centers:

First 3,000 gallons per month	\$ 7.50
Above 3,000 gallons, per 1,000 gallons	\$ 2.61

Lawn and landscape sprinkler irrigation systems, where water passing through the meter is used for no other purpose:

First 3,000 gallons per month	\$ 6.25
Above 3,000 gallons, per 1,000 gallons	\$ 2.61

#### Monthly Sewer Rates

Single-family, single-business units, or construction in progress:

First 3,000 gallons, based on 100% water consumption:	\$12.00
Above 3,000 gallons, based on 80% water consumption:	\$ 2.61

Trailers, apartments, condominiums, multi-family, multi-business, or commercial units, including, but not limited to, strip centers, professional office buildings and shopping centers:

First 3,000 gallons, based on 100% water consumption:	\$ 7.50
Above 3,000 gallons, based on 80% water consumption:	\$ 2.61

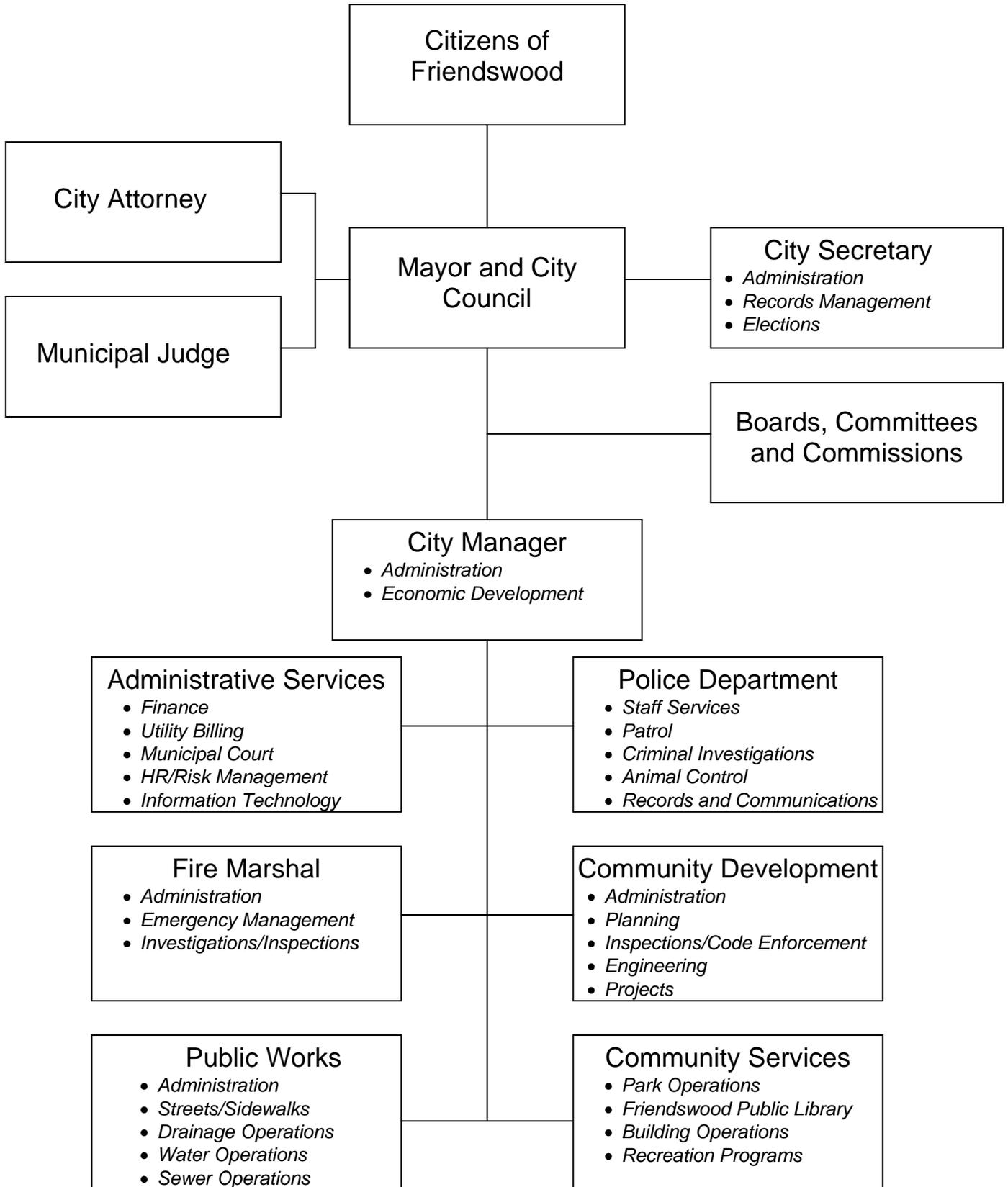
Lawn and landscape sprinkler irrigation systems, where water passing through the meter is used for no other purpose: No Charge.

#### Monthly Sanitation Rate

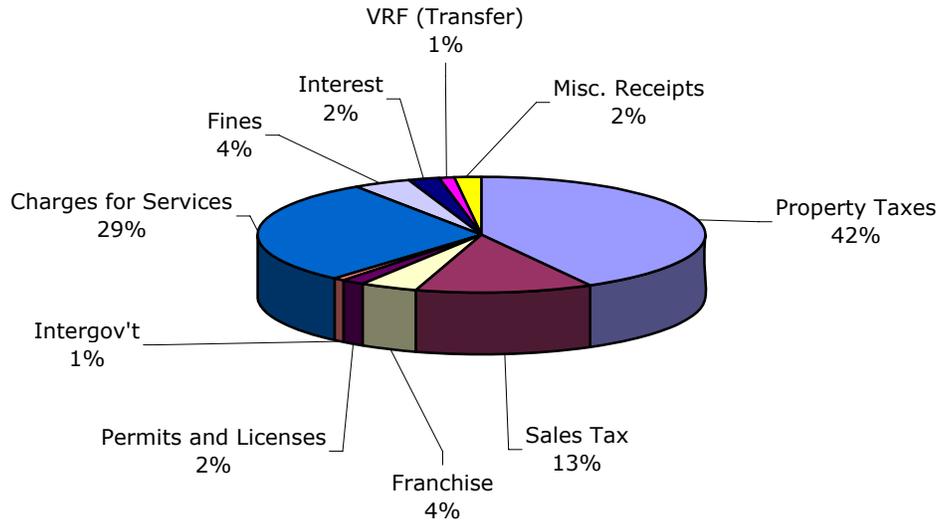
\$9.93 + tax (Includes curbside recycling fee)

\*Sanitation services contract will renew December 1, 2007 and rates are expected to increase.

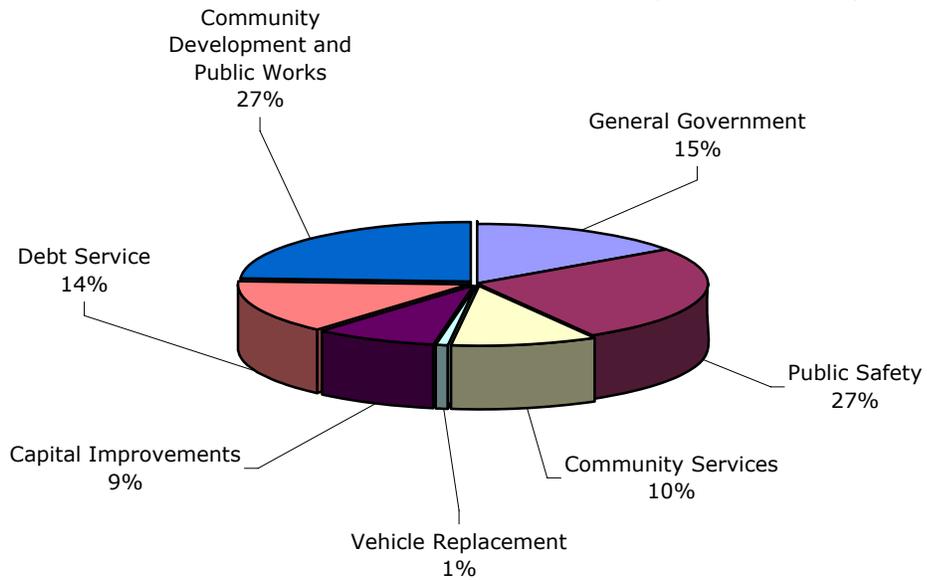
**CITY OF FRIENDSWOOD  
ORGANIZATIONAL CHART**



## FY08 Budgeted Revenues (General Fund)



## FY08 Budgeted Expenditures (General Fund)



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

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>REVENUES</b>						
Taxes	\$16,190,756	\$16,237,657	\$16,237,657	\$14,797,671	\$16,920,473	\$17,277,697
Permits and Licenses	553,324	506,200	520,533	598,085	760,027	508,039
Intergovernmental Revenues	535,075	231,576	241,263	267,968	384,955	209,286
Charges for Services	8,330,972	9,210,100	9,034,790	5,173,800	6,818,970	8,559,855
Fines	1,117,452	949,708	949,708	1,061,551	1,426,351	1,184,700
Interest	1,202,793	495,367	476,125	1,640,509	1,809,767	689,481
VRF Reimbursements	291,127	420,770	420,770	309,861	420,770	317,051
Miscellaneous Receipts	998,054	455,650	537,366	1,429,701	1,565,308	571,442
<b>Total Revenues</b>	<b>\$29,219,553</b>	<b>\$28,507,028</b>	<b>\$28,418,212</b>	<b>\$25,279,145</b>	<b>\$30,106,621</b>	<b>\$29,317,551</b>
<b>EXPENDITURES</b>						
General Government	\$5,096,879	\$3,997,650	\$5,205,153	\$2,722,782	\$5,110,609	\$4,904,324
Public Safety	6,973,597	7,351,114	7,608,687	5,400,514	7,627,950	7,970,289
Community Development and Public Works	6,158,232	7,006,242	7,287,289	4,469,330	6,064,876	7,221,784
Community Services	2,635,209	3,118,789	3,141,227	2,002,093	3,121,889	3,081,878
Vehicle Replacement Fund	227,772	416,985	416,985	262,780	416,985	229,230
Capital Improvements	5,652,600	1,546,822	19,395,317	4,238,464	21,189,295	1,534,826
Debt Service	3,033,703	3,885,835	3,885,835	2,366,126	3,885,935	4,229,768
<b>Total Expenditures</b>	<b>\$29,777,992</b>	<b>\$27,323,437</b>	<b>\$46,940,493</b>	<b>\$21,462,088</b>	<b>\$47,417,539</b>	<b>\$29,172,099</b>

\*\*

\*\*In March 2007, Budget Amendment I appropriated funds for prior year encumbrances of \$2.8 million and property tax refunds of \$1.1 million. In June 2007, Budget Amendment II appropriated \$16.5 million from the 2006 Water & Sewer Revenue Bonds.

**Revenues and Expenditures by Fund**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>REVENUES</b>						
General Fund	\$17,946,251	\$16,983,684	\$17,033,871	\$16,842,845	\$19,711,407	\$18,266,443
Police Investigation Fund	49,086	1,100	26,307	944	323	0
Fire/EMS Donation Fund	225,413	85,222	85,222	172,518	230,892	142,252
Park Land Dedication Fund	59,698	44,000	44,000	96,579	96,704	55,000
Playground Equipment Fund	51	20	20	1,123	1,123	0
Court Security/Technology Fund	66,318	56,738	56,738	55,763	66,000	66,000
Tax Debt Service Fund	1,578,869	1,463,519	1,463,519	1,477,960	1,485,044	1,647,730
GO Bond Construction Funds	328,487	0	0	187,918	204,000	0
Vehicle Replacement Fund	312,778	421,770	421,770	312,126	423,035	317,051
Water & Sewer Fund	8,087,766	8,563,450	8,399,240	4,759,671	6,346,228	8,097,525
2006 Water & Sewer Bond Construction Fund	11,920	0	0	660,925	670,000	0
Water & Sewer CIP/Impact Fee Funds	523,681	861,850	861,850	703,343	864,434	717,875
Water & Sewer Revenue Debt Service Fund	28,051	25,000	25,000	6,432	6,432	7,000
1776 Park Trust Fund	1,185	675	675	999	999	675
<b>Total Revenues</b>	<b>\$29,219,553</b>	<b>\$28,507,028</b>	<b>\$28,418,212</b>	<b>\$25,279,145</b>	<b>\$30,106,621</b>	<b>\$29,317,551</b>
<b>EXPENDITURES</b>						
General Fund	\$15,856,762	\$17,763,288	\$20,509,340	\$13,568,859	\$20,612,370	\$19,252,177
Police Investigation Fund	52,259	5,000	58,398	36,191	36,191	0
Fire/EMS Donation Fund	223,373	108,720	108,720	189,246	229,811	142,252
Court Security/Technology Fund	0	53,880	53,880	3,048	56,928	0
Tax Debt Service Fund	1,285,015	1,410,820	1,410,820	1,013,085	1,410,920	1,773,966
GO Bond Construction Funds	4,153,062	0	0	1,673,887	1,673,887	0
Vehicle Replacement Fund	227,772	416,985	416,985	262,780	416,985	229,230
Water & Sewer Fund	6,068,738	5,170,301	5,334,511	2,949,456	3,932,608	5,460,924
2006 Water & Sewer Bond Construction Fund	242,895	0	16,653,396	493,068	16,653,396	0
Water & Sewer Revenue Debt Service Funds	1,668,116	2,394,443	2,394,443	1,272,469	2,394,443	2,313,550
<b>Total Expenditures</b>	<b>\$29,777,992</b>	<b>\$27,323,437</b>	<b>\$46,940,493</b>	<b>\$21,462,088</b>	<b>\$47,417,539</b>	<b>\$29,172,099</b>

\*\*

Totals exclude fund balance, reserves and interfund transfers.

\*\*In March 2007, Budget Amendment I appropriated funds for prior year encumbrances of \$2.8 million and property tax refunds of \$1.1 million. In June 2007, Budget Amendment II appropriated \$16.5 million from the 2006 Water & Sewer Revenue Bonds.

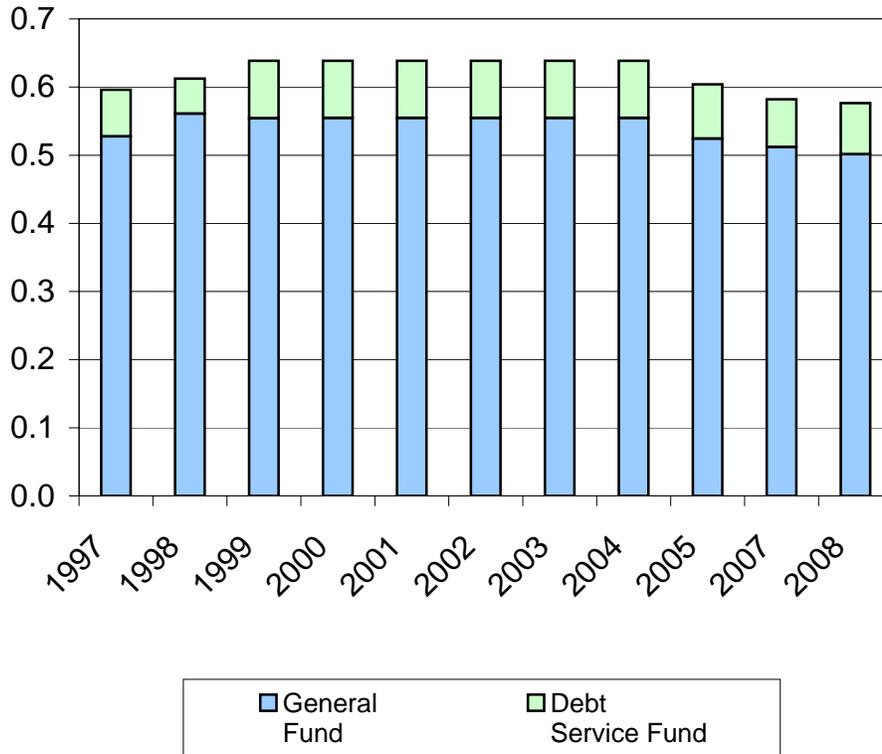
## ESTIMATED AD VALOREM TAX COLLECTIONS - CURRENT ROLL

Net Assessed Value, estimated as of July 24, 2007	\$2,134,576,240
Divided by 100	100
Rate Base	\$21,345,762
Tax Rate	0.5764
Estimated Total Tax Levy	\$12,303,697
Estimated Collection Rate	100%
Adjusted Tax Collections, 2006-2007	\$12,303,697

## TAXABLE VALUE AND LEVY COMPARISON

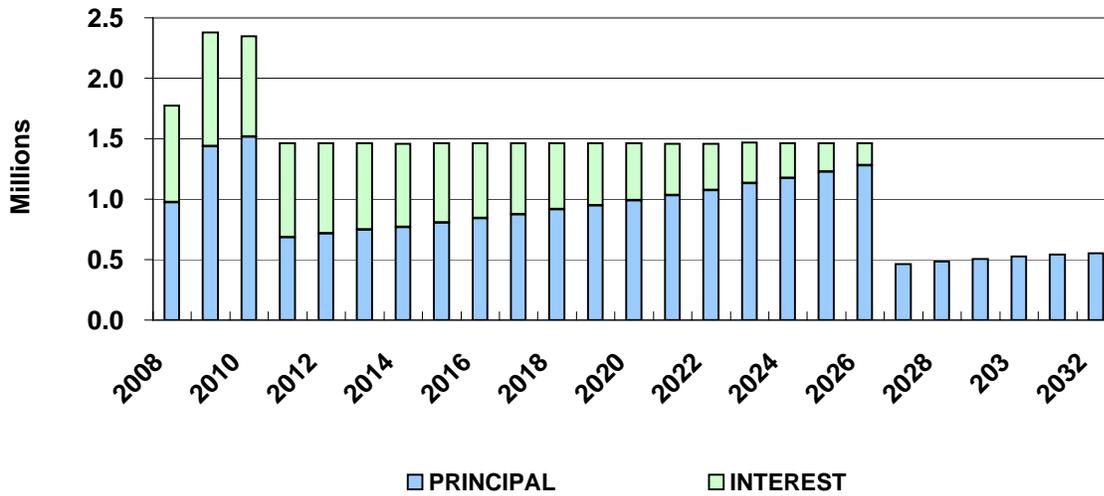
Fiscal Year Ending	Tax Year	Total Taxable Assessed Value	Homestead Exemption	Tax Rate	Total Tax Levy	Percent Increase Over Prior Year
1997-98	1997	\$987,445,395	20%	\$0.5961	\$5,886,162	3.4%
1998-99	1998	\$1,027,271,860	20%	\$0.6125	\$6,292,040	6.9%
1999-00	1999	\$1,133,824,245	20%	\$0.6385	\$7,239,468	15.1%
2000-01	2000	\$1,238,337,688	20%	\$0.6385	\$7,906,786	9.2%
2001-02	2001	\$1,388,238,684	20%	\$0.6385	\$8,863,904	12.1%
2002-03	2002	\$1,510,166,528	20%	\$0.6385	\$9,642,413	8.8%
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%

## Tax Rate Comparison



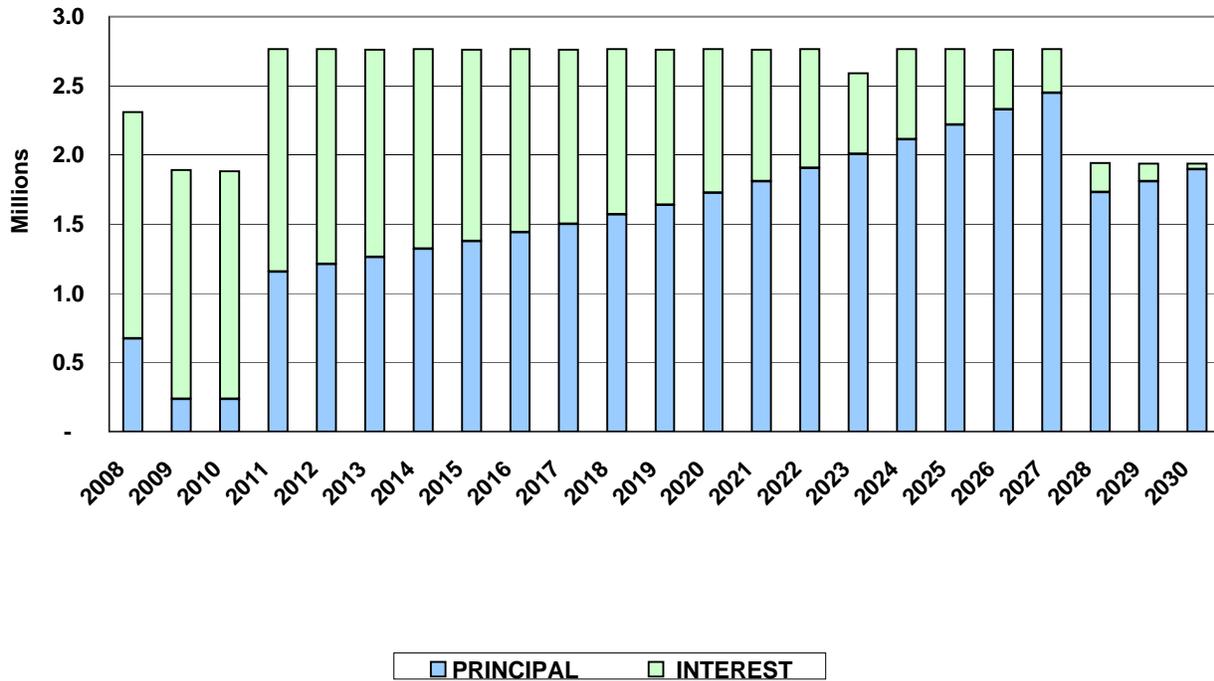
Fiscal Year	Tax Year	General Fund	Debt Service Fund	Total Tax Rate
1997-98	1997	\$0.5276	\$0.0685	\$0.5961
1998-99	1998	\$0.5610	\$0.0515	\$0.6125
1999-00	1999	\$0.5542	\$0.0843	\$0.6385
2000-01	2000	\$0.5547	\$0.0838	\$0.6385
2001-02	2001	\$0.5547	\$0.0838	\$0.6385
2002-03	2002	\$0.5547	\$0.0838	\$0.6385
2003-04	2003	\$0.5547	\$0.0838	\$0.6385
2004-05	2004	\$0.5547	\$0.0838	\$0.6385
2005-06	2005	\$0.5243	\$0.0797	\$0.6040
2006-07	2007	\$0.5120	\$0.0701	\$0.5821
2007-08	2008	\$0.5016	\$0.0748	\$0.5764

## Tax Debt Service to Maturity



FYE	PRINCIPAL	INTEREST	TOTAL
2008	972,269	800,598	1,772,866
2009	1,435,000	943,728	2,378,728
2010	1,515,000	832,131	2,347,131
2011	685,000	780,556	1,465,556
2012	715,000	749,568	1,464,568
2013	745,000	720,506	1,465,506
2014	770,000	690,104	1,460,104
2015	805,000	658,068	1,463,068
2016	840,000	624,222	1,464,222
2017	875,000	588,433	1,463,433
2018	915,000	550,536	1,465,536
2019	950,000	511,423	1,461,423
2020	990,000	471,078	1,461,078
2021	1,030,000	428,578	1,458,578
2022	1,075,000	383,995	1,458,995
2023	1,130,000	337,048	1,467,048
2024	1,175,000	287,639	1,462,639
2025	1,225,000	235,901	1,460,901
2026	1,280,000	181,586	1,461,586
2027	465,000	142,125	607,125
2028	485,000	118,375	603,375
2029	505,000	93,625	598,625
203	525,000	67,875	592,875
2031	540,000	41,250	581,250
2032	555,000	13,875	568,875
<b>Total</b>	<b>22,202,269</b>	<b>11,252,818</b>	<b>33,455,087</b>

### Revenue Debt Service To Maturity



FYE	PRINCIPAL	INTEREST	TOTAL
2008	670,000	1,641,050	2,311,050
2009	235,000	1,658,128	1,893,128
2010	235,000	1,644,703	1,879,703
2011	1,155,000	1,609,987	2,764,987
2012	1,210,000	1,555,560	2,765,560
2013	1,260,000	1,502,153	2,762,153
2014	1,320,000	1,445,984	2,765,984
2015	1,375,000	1,387,565	2,762,565
2016	1,440,000	1,326,730	2,766,730
2017	1,500,000	1,262,418	2,762,418
2018	1,570,000	1,194,264	2,764,264
2019	1,640,000	1,121,899	2,761,899
2020	1,725,000	1,041,430	2,766,430
2021	1,810,000	952,634	2,762,634
2022	1,905,000	858,600	2,763,600
2023	2,005,000	585,750	2,590,750
2024	2,110,000	654,713	2,764,713
2025	2,220,000	544,694	2,764,694
2026	2,330,000	433,013	2,763,013
2027	2,450,000	315,481	2,765,481
2028	1,730,000	209,975	1,939,975
2029	1,810,000	126,000	1,936,000
2030	1,895,000	42,638	1,937,638
<b>Total</b>	<b>35,600,000</b>	<b>23,115,366</b>	<b>58,715,366</b>

**Sales Tax Revenue Comparison  
FY04 through FY08**

Month of Receipt	FY04 Actual	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Adopted Budget
December	241,222	222,578	248,033	275,274	262,500
January	214,545	214,129	241,256	267,669	262,500
February	323,722	390,944	415,238	449,192	412,500
March	187,021	230,268	248,550	276,954	262,500
April	186,812	192,020	234,450	277,561	262,500
May	280,314	317,902	371,578	276,949	375,000
June	216,642	197,273	241,320	276,852	262,500
July	188,515	226,112	263,469	279,165	262,500
August	295,778	365,640	410,327	410,327	412,500
September	213,135	236,116	282,859	282,859	262,500
October	204,535	252,230	295,009	295,009	300,000
November	281,048	353,924	406,608	406,608	412,500
<b>Total</b>	<b>\$2,833,289</b>	<b>\$3,199,136</b>	<b>\$3,658,697</b>	<b>\$3,774,419</b>	<b>\$3,750,000</b>

## Fund Schedules

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.

### 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 FY06 actual; FY07 Original and Amended budgets as well as year-to-date actual thru June; and the FY08 Proposed 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 community services.)

#### 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 five Special Revenue Funds.

- Police Investigation Fund
- Fire/EMS Donation Fund
- Park Land Dedication Fund
- Park Playground Equipment Fund
- Court Security/Technology 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 Texas 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 are listed below. Additional detail information about each fund is presented prior to each fund schedule.

## Enterprise Fund

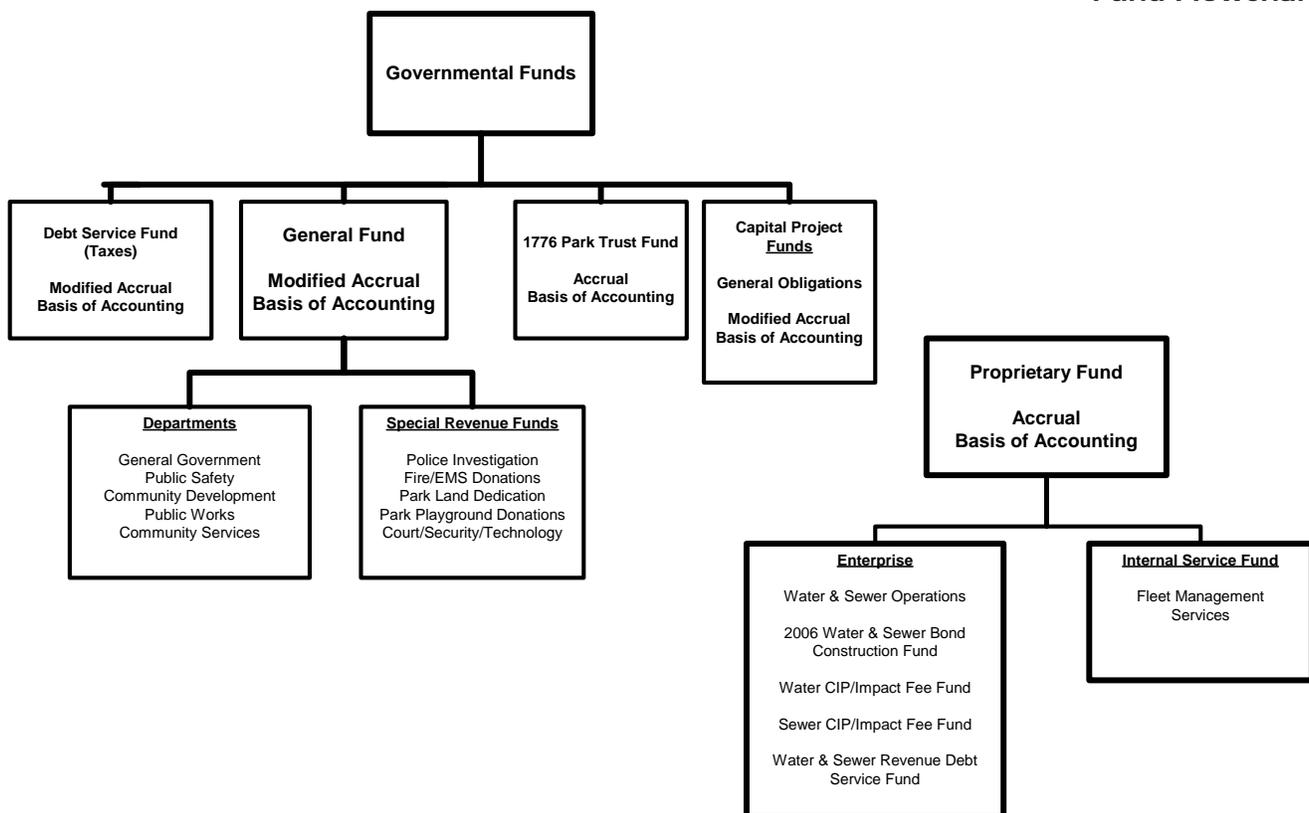
The Enterprise Fund is used to budget for the acquisition, operation and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges. The business-type activities of the Enterprise Fund include the City's water and sewer system. The Enterprise Fund is maintained in seven 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 seven 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
- 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.  
 Vehicle Replacement Fund

## Fund Flowchart



**General Fund  
Fund Summary**

	FY 06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>REVENUES</b>						
Property Tax	\$9,808,253	\$10,298,938	\$10,298,938	\$10,214,215	\$10,365,715	\$10,705,967
Sales Tax	3,658,699	3,359,100	3,359,100	2,521,063	3,914,272	3,750,000
Franchise	1,220,581	1,158,800	1,158,800	648,821	1,217,667	1,211,000
Mixed Drink	11,940	11,000	11,000	10,837	13,000	13,000
Licenses and Permits	553,324	506,200	520,533	598,085	760,027	508,039
Intergovernmental Revenue	535,075	231,576	241,263	267,968	384,955	209,286
Charges for Services	163,705	154,900	143,800	109,914	141,481	144,980
Fines and Forfeitures	1,051,134	892,970	892,970	1,005,788	1,360,351	1,118,700
Interest Earned	506,878	249,072	229,830	479,886	550,019	462,481
Other	249,317	121,128	177,637	196,181	213,833	142,990
Asset Disposition	187,345	0	0	790,087	790,087	0
<b>Total Revenues</b>	<b>\$17,946,251</b>	<b>\$16,983,684</b>	<b>\$17,033,871</b>	<b>\$16,842,845</b>	<b>\$19,711,407</b>	<b>\$18,266,443</b>
<b>EXPENDITURES</b>						
Mayor & Council	\$50,418	\$172,119	\$172,246	\$79,687	\$172,246	\$177,124
City Secretary	309,394	382,690	406,385	238,582	407,690	409,603
City Manager	851,412	669,470	716,761	465,695	669,470	725,650
Administrative Services	2,196,685	2,452,326	3,588,716	1,734,453	3,588,716	3,232,301
Police	5,394,993	5,832,512	5,883,122	4,217,480	5,832,512	6,383,684
Friendswood Volunteer Fire Dept	875,423	943,129	1,089,435	730,969	1,064,635	1,116,443
Fire Marshal	508,121	488,445	495,704	304,152	488,445	470,162
Community Development	849,591	947,670	959,723	628,789	947,670	1,045,341
Public Works	1,322,582	1,578,138	1,754,699	1,186,240	1,578,138	1,560,991
Community Services	2,635,209	3,118,789	3,141,227	2,002,093	3,121,889	3,081,878
<b>Total Operations</b>	<b>\$14,993,828</b>	<b>\$16,585,288</b>	<b>\$18,208,018</b>	<b>\$11,588,140</b>	<b>\$17,871,411</b>	<b>\$18,203,177</b>
Streets	\$592,706	\$800,000	\$1,179,254	\$1,147,423	\$1,579,897	\$1,015,000
Drainage	0	0	0	0	0	0
Parks	177,019	0	130,199	90,199	120,265	0
Facility	93,209	378,000	991,869	743,097	1,040,796	34,000
<b>Total Improvements</b>	<b>\$862,934</b>	<b>\$1,178,000</b>	<b>\$2,301,322</b>	<b>\$1,980,719</b>	<b>\$2,740,959</b>	<b>\$1,049,000</b>
<b>Total Expenditures</b>	<b>\$15,856,762</b>	<b>\$17,763,288</b>	<b>\$20,509,340</b>	<b>\$13,568,859</b>	<b>\$20,612,370</b>	<b>\$19,252,177</b>
Operating Transfers In	775,074	867,616	875,616	650,712	875,616	986,016
Operating Transfers Out	(129,881)	0	0	0	0	0
Increase (Decrease) in Fund Balance	\$2,734,682	\$88,012	(\$2,599,853)	\$3,924,698	(\$25,347)	\$282
<b>Beginning Fund Balance</b>	<b>\$7,544,040</b>	<b>\$10,278,722</b>	<b>\$10,278,722</b>	<b>\$10,278,722</b>	<b>\$10,278,722</b>	<b>\$10,253,375</b>
<b>Ending Fund Balance</b>	<b>\$10,278,722</b>	<b>\$10,366,734</b>	<b>\$7,678,869</b>	<b>\$14,203,420</b>	<b>\$10,253,375</b>	<b>\$10,253,657</b>

\* Includes \$636,000 for citywide salary adjustments budgeted in Human Resources division of Administrative Services. This amount will be distributed to all applicable departments after compensation/position classification is completed.

\*\* Projected fund balance at September 30, 2008 is \$10.2 million. \$266,243 is designated and reserved. Undesignated fund balance is \$10.2 million, which includes a 90-day operating reserve of \$4.6 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."

**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.**

## Special Revenue Funds

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 equipment for three fire stations and Friendswood volunteer fire fighting and emergency medical services personnel.

### Park Land Dedication Fund

This fund is used to account for receipts from developers to build or enhance neighborhood and community parks. The receipts remain in the fund until such time as the Community Services department submits a supplemental request 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.

### Park Playground Fund

This fund is used to account for receipts from donations to construct a new playground at Stevenson Park. The proposed playground is estimated to cost over \$300,000. The receipts will accumulate in the fund until such time as the Community Services department submits a supplemental request during the budget preparation process or submits a request to the City Manager and City Council for a supplemental appropriation to construct the playground.

### Court 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 these fees. The fees can be used to fund court related security and technology projects.

**Police Investigation Funds  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Base Budget	FY08 Adopted Budget
<b>REVENUES</b>							
Federal Government	\$27,059	\$0	\$25,207	\$621	\$0	\$0	\$0
State Government	19,473	-	-	-	-	-	-
Miscellaneous Receipts	-	-	-	-	-	-	-
Interest	2,554	1,100	1,100	323	323	-	-
<b>Total Revenues</b>	<b>\$49,086</b>	<b>\$1,100</b>	<b>\$26,307</b>	<b>\$944</b>	<b>\$323</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES</b>							
Public Safety							
Police							
Criminal Investigations	\$52,259	\$5,000	\$58,398	\$36,191	\$36,191	\$0	\$0
<b>Total Expenditures</b>	<b>\$52,259</b>	<b>5,000</b>	<b>\$58,398</b>	<b>\$36,191</b>	<b>\$36,191</b>	<b>\$0</b>	<b>\$0</b>
Increase (Decrease) in Fund Balance	(3,173)	(3,900)	(32,091)	(35,247)	(35,868)	-	-
<b>Beginning Fund Balance</b>	<b>\$39,280</b>	<b>\$36,107</b>	<b>\$36,107</b>	<b>\$36,107</b>	<b>\$36,107</b>	<b>\$239</b>	<b>\$239</b>
<b>Ending Fund Balance</b>	<b>\$36,107</b>	<b>\$32,207</b>	<b>\$4,016</b>	<b>\$860</b>	<b>\$239</b>	<b>\$239</b>	<b>\$239</b>

**Fire/EMS Donation Fund  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>REVENUES</b>						
Donations	\$219,353	\$80,572	\$80,572	\$171,437	\$229,811	\$141,052
Interest	1,115	650	650	1,081	1,081	1,200
Reimbursements	-	-	-	-	-	-
Asset Disposition	4,945	4,000	4,000	-	-	-
<b>Total Revenues</b>	<b>\$225,413</b>	<b>\$85,222</b>	<b>\$85,222</b>	<b>\$172,518</b>	<b>\$230,892</b>	<b>\$142,252</b>
<b>EXPENDITURES</b>						
Public Safety	\$142,801	\$28,148	\$28,148	\$108,674	\$149,239	\$0
Debt Service	80,572	80,572	80,572	80,572	80,572	142,252
<b>Total Expenditures</b>	<b>\$223,373</b>	<b>\$108,720</b>	<b>\$108,720</b>	<b>\$189,246</b>	<b>\$229,811</b>	<b>\$142,252</b>
Increase (Decrease) in Fund Balance	2,040	(23,498)	(23,498)	(16,728)	1,081	-
<b>Beginning Fund Balance</b>	<b>\$37,877</b>	<b>\$39,917</b>	<b>\$39,917</b>	<b>\$39,917</b>	<b>\$39,917</b>	<b>\$40,998</b>
<b>Ending Fund Balance</b>	<b>\$39,917</b>	<b>\$16,419</b>	<b>\$16,419</b>	<b>\$23,189</b>	<b>\$40,998</b>	<b>\$40,998</b>

**Parkland Dedication Fund  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>REVENUES</b>						
Neighborhood Parks Fees	\$1,248	\$0	\$0	\$21,904	\$21,904	\$0
Community Parks Fees	50,700	40,000	40,000	67,800	67,800	50,000
Other Program Fees	375	-	-	-	-	
Interest Earned	7,375	\$4,000	\$4,000	6,875	7,000	5,000
<b>Total Revenues</b>	<b>\$59,698</b>	<b>\$44,000</b>	<b>\$44,000</b>	<b>\$96,579</b>	<b>\$96,704</b>	<b>\$55,000</b>
<b>EXPENDITURES</b>						
Operating Transfers Out	\$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	59,698	44,000	44,000	96,579	96,704	55,000
<b>Beginning Fund Balance</b>	<b>\$98,035</b>	<b>\$157,733</b>	<b>\$157,733</b>	<b>\$157,733</b>	<b>\$157,733</b>	<b>\$254,437</b>
<b>Ending Fund Balance</b>	<b>\$157,733</b>	<b>\$201,733</b>	<b>\$201,733</b>	<b>\$254,312</b>	<b>\$254,437</b>	<b>\$309,437</b>

**Park Playground Equipment Fund  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>REVENUES</b>						
Donations	\$0	\$0	\$0	\$1,066	\$1,066	\$0
Interest Earned	51	\$20	\$20	57	57	0
<b>Total Revenues</b>	<b>\$51</b>	<b>\$20</b>	<b>\$20</b>	<b>\$1,123</b>	<b>\$1,123</b>	<b>\$0</b>
<b>EXPENDITURES</b>						
Operating Transfers Out	\$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	51	20	20	1,123	1,123	0
<b>Beginning Fund Balance</b>	<b>1,471</b>	<b>1,522</b>	<b>1,522</b>	<b>1,522</b>	<b>1,522</b>	<b>2,645</b>
<b>Ending Fund Balance</b>	<b>\$1,522</b>	<b>\$1,542</b>	<b>\$1,542</b>	<b>\$2,645</b>	<b>\$2,645</b>	<b>\$2,645</b>

**Court Security/Technology Fund  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>REVENUES</b>						
Court Technology Fee	\$37,902	\$32,393	\$32,393	\$23,885	\$28,000	\$28,000
Court Security Fees	28,416	24,345	24,345	31,878	38,000	\$38,000
<b>Total Revenues</b>	<b>\$66,318</b>	<b>\$56,738</b>	<b>\$56,738</b>	<b>\$55,763</b>	<b>\$66,000</b>	<b>\$66,000</b>
<b>EXPENDITURES</b>						
Court Technology Projects	\$0	\$53,880	\$53,880	\$3,048	\$56,928	\$0
Court Security Projects	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$53,880</b>	<b>\$53,880</b>	<b>\$3,048</b>	<b>\$56,928</b>	<b>\$0</b>
Increase (Decrease) in Fund Balance	\$66,318	\$2,858	\$2,858	\$52,715	\$9,072	\$66,000
<b>Beginning Fund Balance</b>	<b>\$129,881</b>	<b>\$196,199</b>	<b>\$196,199</b>	<b>\$196,199</b>	<b>\$196,199</b>	<b>\$205,271</b>
<b>Ending Fund Balance</b>	<b>\$196,199</b>	<b>\$199,057</b>	<b>\$199,057</b>	<b>\$248,914</b>	<b>\$205,271</b>	<b>\$271,271</b>

## **Tax Debt Service Fund**

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

The City and various other political subdivisions of government which overlap all or a portion of the City are empowered to incur debt to be paid from revenues raised or to be raised by taxation against all or a portion of property within the City. Article XI, Section 5 of the Texas Constitution, provides for an overall limitation for Home Rule Cities of \$2.50 per \$100 assessed valuation.

The Attorney General of Texas follows a policy, with respect to Home Rule Cities which have a \$2.50 limitation, of approving ad valorem tax bonds only to the extent that all of such city's ad valorem tax debt can be serviced by a debt service tax rate of \$1.50 at 90% collection, or \$1.35 per \$100 of net assessed value at 100% collection rate. This budget reflects a debt service tax rate of \$.0748 per \$100 of net assessed value at 100% collection rate.

**Tax Debt Service Fund  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>REVENUES</b>						
Ad Valorem Taxes	\$1,491,283	\$1,409,819	\$1,409,819	\$1,402,735	\$1,409,819	1,597,730
Interest	87,586	53,700	53,700	75,225	75,225	50,000
<b>Total Revenues</b>	<b>\$1,578,869</b>	<b>\$1,463,519</b>	<b>\$1,463,519</b>	<b>\$1,477,960</b>	<b>\$1,485,044</b>	<b>\$1,647,730</b>
<b>EXPENDITURES</b>						
Debt Service						
Principal	\$539,545	\$595,496	\$595,496	\$500,000	\$595,496	972,269
Interest	\$744,870	814,324	814,324	511,985	814,324	800,597
Fiscal Agent Fees	600	1,000	0	1,100	1,100	1,100
Bond Issuance Costs	0	0	1,000	0	0	0
<b>Total Expenditures</b>	<b>\$1,285,015</b>	<b>\$1,410,820</b>	<b>\$1,410,820</b>	<b>\$1,013,085</b>	<b>\$1,410,920</b>	<b>\$1,773,966</b>
Operating Transfers Out	94,224	-	-	-	-	-
Increase (Decrease) in Fund Balance	199,630	52,699	52,699	464,875	74,124	(126,236)
<b>Beginning Fund Balance</b>	<b>\$1,395,767</b>	<b>\$1,595,397</b>	<b>\$1,595,397</b>	<b>\$1,595,397</b>	<b>\$1,595,397</b>	<b>\$1,669,521</b>
<b>Ending Fund Balance</b>	<b>\$1,595,397</b>	<b>\$1,648,096</b>	<b>\$1,648,096</b>	<b>\$2,060,272</b>	<b>\$1,669,521</b>	<b>\$1,543,285</b>

**Note: Budgeting to use \$175,000 of fund balance.**

## Capital Project Fund

The Capital Project Fund is used to account for proceeds on the sale of Texas 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
Centennial Park	3,075,000
Total	\$20,085,000

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.

**2003 General Obligation Funds  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>Revenues</b>						
Interest Earned	\$24,810	\$0	\$0	\$12,598	\$14,000	\$0
Bond Proceeds	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$24,810</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,598</b>	<b>\$14,000</b>	<b>\$0</b>
<b>Other Financing Sources</b>						
Transfers In or Out	0	0	0	(350,688)	(350,688)	0
<b>Total Other Financing Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(350,688)</b>	<b>(350,688)</b>	<b>\$0</b>
<b>Total Revenue &amp; Finance Sources</b>	<b>\$24,810</b>	<b>\$0</b>	<b>\$0</b>	<b>(338,090)</b>	<b>(336,688)</b>	<b>\$0</b>
<b>Expenditures</b>						
<b>Capital Improvements</b>						
Public Works						
Streets & Drainage	(\$27,792)	\$0	\$0	\$4,150	\$4,150	\$0
Parks						
Centennial Park	280,356	0	0	15,002	15,002	0
Facilities						
New Fire Station #4	38,288	0	0	4,229	4,229	0
Public Safety Facilities	138,113	0	0	339,499	339,499	0
<b>Total Expenditures</b>	<b>\$428,965</b>	<b>\$0</b>	<b>\$0</b>	<b>\$362,880</b>	<b>\$362,880</b>	<b>\$0</b>

**2005 General Obligation Funds  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>Revenues</b>						
Interest Earned	\$303,677	\$0	\$0	\$175,320	\$190,000	\$0
Bond Proceeds	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$303,677</b>	<b>\$0</b>	<b>\$0</b>	<b>\$175,320</b>	<b>\$190,000</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; Finance Sources</b>	<b>\$303,677</b>	<b>\$0</b>	<b>\$0</b>	<b>\$175,320</b>	<b>\$190,000</b>	<b>\$0</b>
<b>Expenditures</b>						
<b>Capital Improvements</b>						
Public Works						
Streets & Drainage	\$114,687	\$0	\$0	\$45,851	\$45,851	\$0
Parks						
Centennial Park	0	0	0	0	0	0
Facilities						
New Fire Station #4	0	0	0	0	0	0
Public Safety Facilities	3,609,411	0	0	1,265,156	1,265,156	0
<b>Total Expenditures</b>	<b>\$3,724,097</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,311,007</b>	<b>\$1,311,007</b>	<b>\$0</b>

## **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 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  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>OTHER FINANCING SOURCES</b>						
Interest Earned	\$1,185	\$675	\$675	\$999	\$999	\$675
<b>Total Other Financing Sources</b>	<b>\$1,185</b>	<b>\$675</b>	<b>\$675</b>	<b>\$999</b>	<b>\$999</b>	<b>\$675</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	1,185	675	675	999	999	675
<b>Beginning Fund Balance</b>	26,292	27,477	27,477	27,477	27,477	28,476
<b>Ending Fund Balance</b>	<b>\$27,477</b>	<b>\$28,152</b>	<b>\$28,152</b>	<b>\$28,476</b>	<b>\$28,476</b>	<b>\$29,151</b>

## Enterprise Funds

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  
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  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>OPERATING REVENUES</b>						
Water Revenues	\$4,226,616	\$4,586,000	\$4,421,790	\$2,372,774	\$3,163,699	\$4,238,169
Sewer Revenues	3,421,136	3,611,500	3,611,500	1,992,068	2,656,091	3,461,956
Administrative Fees	183,169	168,900	168,900	131,076	174,768	187,400
Sale of Water Meters	39,945	40,000	40,000	45,795	61,060	50,000
Miscellaneous Receipts	3,270	0	0	3,734	4,979	0
Interest	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$7,874,136</b>	<b>\$8,406,400</b>	<b>\$8,242,190</b>	<b>\$4,545,447</b>	<b>\$6,060,596</b>	<b>\$7,937,525</b>
<b>OPERATING EXPENSES</b>						
Administrative Services	\$1,688,970	\$321,045	\$321,045	\$204,365	\$272,487	\$359,646
Community Development	166,957	240,957	\$240,957	165,972	221,296	249,421
Public Works						
Public Works Administration	\$90,786	\$44,490	\$44,490	\$32,548	\$43,397	47,467
Water Operations	\$1,731,628	\$1,936,401	\$1,949,192	\$1,019,628	\$1,359,504	1,912,503
Sewer Operations	\$1,842,744	\$2,107,525	\$2,187,167	\$1,331,438	\$1,775,251	2,245,226
Utility Customer Service	\$153,944	\$151,061	\$151,061	\$104,715	\$139,620	160,835
Public Works - Total	\$3,819,102	\$4,239,477	\$4,331,910	\$2,488,329	\$3,317,772	4,366,031
<b>Total Expenditures</b>	<b>\$5,675,029</b>	<b>\$4,801,479</b>	<b>\$4,893,912</b>	<b>\$2,858,666</b>	<b>\$3,811,555</b>	<b>\$4,975,098</b>
<b>Operating Income</b>	<b>2,199,107</b>	<b>\$3,604,921</b>	<b>3,348,278</b>	<b>1,686,781</b>	<b>2,249,041</b>	<b>2,962,427</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>						
Interest Earned	\$213,630	\$156,000	\$156,000	\$214,224	\$285,632	\$160,000
Rental Revenue	0	1,050	1,050	0	0	0
Capital Improvements	(393,709)	(368,822)	(440,599)	(90,790)	(121,053)	(485,826)
Operating Transfers In/(Out)	(1,362,196)	(2,398,039)	(2,406,039)	(2,181,135)	(2,181,135)	(1,624,987)
Reserves	0	0	0	0	0	0
<b>Total Non Operating</b>	<b>(\$1,542,275)</b>	<b>(\$2,609,811)</b>	<b>(\$2,689,588)</b>	<b>(\$2,057,701)</b>	<b>(\$2,016,556)</b>	<b>(\$1,950,813)</b>
<b>Net Income</b>	<b>656,832</b>	<b>995,110</b>	<b>658,690</b>	<b>(370,920)</b>	<b>232,485</b>	<b>1,011,614</b>
<b>Beginning Retained Earnings</b>	<b>\$7,062,455</b>	<b>\$7,719,287</b>	<b>\$7,719,287</b>	<b>\$7,719,287</b>	<b>\$7,719,287</b>	<b>\$7,951,772</b>
<b>Ending Retained Earnings</b>	<b>\$7,719,287</b>	<b>\$8,714,397</b>	<b>\$8,377,977</b>	<b>\$7,348,367</b>	<b>\$7,951,772</b>	<b>\$8,963,386</b>

\* The projected retained earnings at September 30, 2008 is \$8.96 million. This includes a 90-day operating reserve of \$1.488 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." This balance includes \$3.5 million that will be used to acquire additional capacity in the Southeast Water Purification Plant in lieu of issuing additional debt.

**2006 Water and Sewer Bond Construction Fund  
Fund Summary**

	FY 06 Actual	FY 07 Original Budget	FY 07 Amended Budget	FY07 YTD 6/30/07	FY 07 Year End Estimate	FY08 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Interest Earned	\$11,920	\$0	\$0	\$660,925	\$670,000	\$0
Transfers from WS Rev Debt	16,927,450	0	0	0	0	0
<b>Total Revenues</b>	<b>\$16,939,370</b>	<b>\$0</b>	<b>\$0</b>	<b>\$660,925</b>	<b>\$670,000</b>	<b>\$0</b>
<b>CAPITAL FINANCING ACTIVITIES</b>						
<b>Capital Improvements</b>						
Public Works						
Distribution System Imprv	\$23,124	\$0	\$10,350,305	\$384,159	\$10,350,305	\$0
Collection System Imprv	219,771	0	6,303,091	108,909	6,303,091	0
<b>Total Expenditures</b>	<b>\$242,895</b>	<b>\$0</b>	<b>\$16,653,396</b>	<b>\$493,068</b>	<b>\$16,653,396 *</b>	<b>\$0</b>
<b>Net Income</b>	<b>\$16,696,475</b>	<b>\$0</b>	<b>(\$16,653,396)</b>	<b>\$167,857</b>	<b>(\$15,983,396)</b>	<b>\$0</b>
<b>Beginning Retained Earnings</b>	<b>(\$131,869)</b>	<b>\$16,564,606</b>	<b>\$16,564,606</b>	<b>\$16,564,606</b>	<b>\$16,564,606</b>	<b>\$581,210</b>
<b>Ending Retained Earnings</b>	<b>\$16,564,606</b>	<b>\$16,564,606</b>	<b>(\$88,790)</b>	<b>\$16,732,463</b>	<b>\$581,210</b>	<b>\$581,210</b>

\* A reimbursement resolution was approved by council authorizing these expenditures prior to issuance of the bonds.

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

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  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Impact Fees	\$344,578	\$567,600	\$567,600	\$463,007	\$567,600	\$473,000
Interest	1,496	1,350	1,350	2,706	3,934	1,967
<b>Total Non-Operating Revenues</b>	<b>\$346,074</b>	<b>\$568,950</b>	<b>\$568,950</b>	<b>\$465,713</b>	<b>\$571,534</b>	<b>\$474,967</b>
<b>NON-OPERATING EXPENSES</b>						
Operating Transfers Out	344,890	570,000	570,000	332,500	570,000	465,417
<b>Total Non-Operating Expenses</b>	<b>\$344,890</b>	<b>\$570,000</b>	<b>\$570,000</b>	<b>\$332,500</b>	<b>\$570,000</b>	<b>\$465,417</b>
<b>Net Income</b>	\$1,184	(\$1,050)	(\$1,050)	\$133,213	\$1,534	\$9,550
<b>Beginning Retained Earnings</b>	\$21,871	\$23,055	\$23,055	\$23,055	\$23,055	\$24,589
<b>Ending Retained Earnings</b>	<b>\$23,055</b>	<b>\$22,005</b>	<b>\$22,005</b>	<b>\$156,268</b>	<b>\$24,589</b>	<b>\$34,139</b>

**Sewer CIP/Impact Fee Fund  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Impact Fees	\$174,937	\$290,100	\$290,100	\$236,038	\$290,100	\$241,750
Interest	2,670	2,800	2,800	1,593	2,800	1,158
Operating Transfers In	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$177,607</b>	<b>\$292,900</b>	<b>\$292,900</b>	<b>\$237,630</b>	<b>\$292,900</b>	<b>\$242,908</b>
<b>NON-OPERATING EXPENSES</b>						
Operating Transfers Out	\$286,857	\$290,000	\$290,000	\$169,167	\$290,000	\$233,046
<b>Total Expenditures</b>	<b>\$286,857</b>	<b>\$290,000</b>	<b>\$290,000</b>	<b>\$169,167</b>	<b>\$290,000</b>	<b>\$233,046</b>
<b>Net Income</b>	<b>(\$109,250)</b>	<b>\$2,900</b>	<b>\$2,900</b>	<b>\$68,463</b>	<b>\$2,900</b>	<b>\$9,862</b>
<b>Beginning Retained Earnings</b>	<b>\$127,253</b>	<b>\$18,002</b>	<b>\$18,002</b>	<b>\$18,002</b>	<b>\$18,002</b>	<b>\$20,902</b>
<b>Ending Retained Earnings</b>	<b>\$18,002</b>	<b>\$20,902</b>	<b>\$20,902</b>	<b>\$86,465</b>	<b>\$20,902</b>	<b>\$30,764</b>

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

The Water and Sewer Revenue Debt Service Fund is used to account for payment of principal and interest on all enterprise fund general 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  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>NON-OPERATING REVENUES</b>						
Interest	\$28,051	\$25,000	\$25,000	\$6,432	\$6,432	\$7,000
Operating Transfers In	1,285,182	2,390,423	2,390,423	2,032,090	2,390,423	2,323,450
<b>Total Revenues</b>	<b>\$1,313,233</b>	<b>\$2,415,423</b>	<b>\$2,415,423</b>	<b>\$2,038,522</b>	<b>\$2,396,855</b>	<b>\$2,330,450</b>
<b>NON-OPERATING EXPENSES</b>						
Debt Service						
Principal	\$796,099	\$890,000	\$890,000	\$850,000	\$890,000	\$670,000
Interest	868,017	1,500,443	1,500,443	419,647	1,500,443	1,641,050
Fiscal Agent Fees	4,000	4,000	4,000	2,322	3,500	2,500
Issuance Costs	-	-	-	500	500	-
<b>Total Expenditures</b>	<b>\$1,668,116</b>	<b>\$2,394,443</b>	<b>\$2,394,443</b>	<b>\$1,272,469</b>	<b>\$2,394,443</b>	<b>\$2,313,550</b>
<b>Net Income</b>	<b>(\$354,883)</b>	<b>\$20,980</b>	<b>\$20,980</b>	<b>\$766,053</b>	<b>\$2,412</b>	<b>\$16,900</b>
<b>Beginning Retained Earnings</b>	<b>\$335,571</b>	<b>(\$19,312)</b>	<b>(\$19,312)</b>	<b>(\$19,312)</b>	<b>(\$19,312)</b>	<b>(\$16,900)</b>
<b>Ending Retained Earnings</b>	<b>(\$19,312)</b>	<b>\$1,668</b>	<b>\$1,668</b>	<b>\$746,741</b>	<b>(\$16,900)</b>	<b>\$0</b>

## Vehicle Replacement Fund

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

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  
Fund Summary**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>OPERATING REVENUES</b>						
Department Lease Revenues	\$291,127	\$420,770	\$420,770	\$309,861	\$420,770	\$317,051
Asset Disposition	11,855	0	0	0	0	0
Insurance Reimbursements	0	0	0	0	0	0
Interest	9,796	1,000	1,000	2,265	2,265	0
<b>Total Revenues</b>	<b>\$312,778</b>	<b>\$421,770</b>	<b>\$421,770</b>	<b>\$312,126</b>	<b>\$423,035</b>	<b>\$317,051</b>
<b>OPERATING EXPENSES</b>						
Vehicle Replacement Plan						
Vehicle Equipment	\$227,772	\$416,985	\$416,985	\$262,780	\$416,985	\$229,230
<b>Total Expenditures</b>	<b>\$227,772</b>	<b>\$416,985</b>	<b>\$416,985</b>	<b>\$262,780</b>	<b>\$416,985</b>	<b>\$229,230</b>
<b>Operating Income</b>	\$85,006	\$4,785	\$4,785	\$49,346	\$6,050	\$87,821
<b>Beginning Retained Earnings</b>	\$221,793	\$306,799	\$306,799	\$306,799	\$306,799	\$312,849
<b>Ending Retained Earnings</b>	<b>\$306,799</b>	<b>\$311,584</b>	<b>\$311,584</b>	<b>\$356,145</b>	<b>\$312,849</b>	<b>\$400,670</b>

## 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 Council Members 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 Council Members 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.

### Departmental Goals and Measures

#### Goal 1 (linked to City Goal 1)

The goal of Mayor and Council is to conduct meetings according to State law, to discuss and make decisions regarding the operation of the City.

#### Objective A:

Council Meetings

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Meetings Held	35	44	46	48
Action Items	25	110	115	120
Consent Items	136	103	110	117
Executive Sessions	12	20	20	20
Public Hearings	16	23	24	24

**Mayor and Council  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Mayor and Council	50,418	172,119	172,246	79,687	106,249	177,124	2.8%
<b>Department Total</b>	<b>\$50,418</b>	<b>\$172,119</b>	<b>\$172,246</b>	<b>\$79,687</b>	<b>\$106,249</b>	<b>\$177,124</b>	<b>2.8%</b>

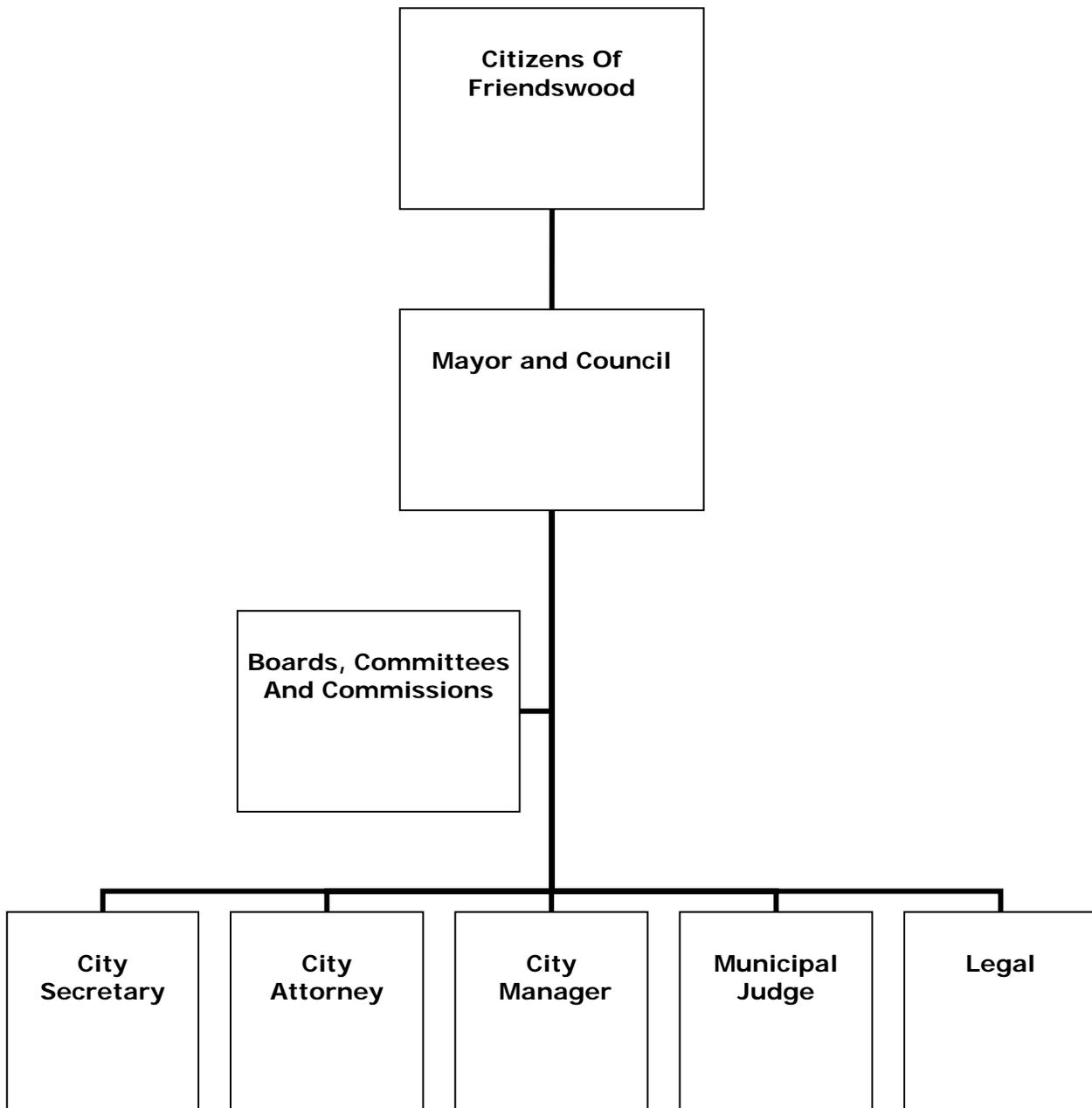
**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	0	299	299	0	0	299	0.0%
Supplies	2,286	5,293	5,293	3,234	4,312	5,448	2.9%
Maintenance	0	0	0	0	0	0	0
Services	48,132	166,527	166,654	76,453	101,937	171,377	2.8%
Capital Outlay	0	0	0	0	0	0	0.0%
<b>Department Total</b>	<b>\$50,418</b>	<b>\$172,119</b>	<b>\$172,246</b>	<b>\$79,687</b>	<b>\$106,249</b>	<b>\$177,124</b>	<b>2.8%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Mayor and Council	0.0	0.0	0.0	0.0	0.0	0.0	N/A
<b>Department 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>N/A</b>

## Mayor and Council



**Mayor and Council  
001-0101-411**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
48-40 WORKERS COMP INSURANCE	\$0	\$299	\$299	\$0	\$0	\$299
<b>Subtotal of PERSONNEL</b>	<b>\$0</b>	<b>\$299</b>	<b>\$299</b>	<b>\$0</b>	<b>\$0</b>	<b>\$299</b>
51-00 OFFICE SUPPLIES	\$261	\$693	\$693	\$106	\$141	\$714
54-00 OPERATING SUPPLIES	2,025	2,534	2,534	3,128	4,171	2,608
58-00 OPERATING EQUIPMENT <\$5,000	0	2,066	2,066	0	0	2,126
<b>Subtotal of SUPPLIES</b>	<b>\$2,286</b>	<b>\$5,293</b>	<b>\$5,293</b>	<b>\$3,234</b>	<b>\$4,312</b>	<b>\$5,448</b>
71-10 LEGAL SERVICES	\$13,462	\$130,700	\$130,700	\$49,274	\$65,699	\$134,507
71-19 OTHER LEGAL SERVICES	0	0	0	771	1,028	0
73-22 LAW ENFORCEMENT INSURANCE	0	0	0	0	0	0
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	2,505	4,190	4,317	635	847	4,312
74-01 POSTAL AND COURIER SERVICES	4	0	0	162	216	0
75-10 TRAINING	3,035	1,715	1,715	2,438	3,251	1,765
75-20 TRAVEL REIMBURSEMENTS	2,782	6,285	6,285	4,868	6,491	6,468
75-30 MEMBERSHIPS	7,528	4,304	4,304	7,494	9,992	4,429
75-40 PUBLICATIONS	80	0	0	0	0	0
79-10 COMMUNITY EVENTS/PROGRAMS	18,736	19,333	19,333	10,811	14,415	19,896
<b>Subtotal of SERVICES</b>	<b>\$48,132</b>	<b>\$166,527</b>	<b>\$166,654</b>	<b>\$76,453</b>	<b>\$101,937</b>	<b>\$171,377</b>
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
98-90 BALANCE SHEET SUSPENSE	\$0	\$0	\$0	\$0	\$0	\$0
<b>Subtotal of OTHER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for MAYOR AND COUNCIL</b>	<b>\$50,418</b>	<b>\$172,119</b>	<b>\$172,246</b>	<b>\$79,687</b>	<b>\$106,249</b>	<b>\$177,124</b>

### Mission Statement

The City Secretary's office provides information to citizens of Friendswood, elected officials, staff and the public in accordance with State law, charter of the City of Friendswood and other rules and regulations as adopted.

### Current Operations

The **City Secretary's** Department 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, public relations, records (internal and external), elections and providing information to citizens of Friendswood, elected officials and staff. The City Secretary's Department provides information, as requested, regarding operation 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 ordinances to protect the safety and security of the municipal records. Additionally, the City Secretary's Department 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 other entities. The activities also include coordinating the appointments of boards, committees and commissions, providing staff support for certain committees and related council activities, 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.

### 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 Galveston County Consolidated Drainage District and providing for election services to Friendswood Independent School District on a contractual basis.

### 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.

### Laserfiche Program

To implement a systematic computerized scanning and indexing of all records of City Council meetings and other records, that will provide for efficient retrieval capabilities that will provide

information to the Mayor and Council, all departments, and all citizens on an as needed basis. This will provide for a comprehensive subject matter index of all official records and City Minutes in hard copy and/or in electronic format. The needed information will be easily accessible to City Officials, City Staff and citizens.

**Highlights of the Budget**

**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 Galveston County Consolidated Drainage District (GCCDD) and providing for election services to Friendswood Independent School District (FISD) on a contractual basis. We anticipate conducting a general election for the City and GCCDD and provide election services for FISD School Board elections. Contracts have been negotiated with Galveston County Consolidated Drainage District and Friendswood Independent School District to partner with the city in purchasing an electronic voting system that is consistent with the electronic equipment used by Galveston and Harris Counties. The City has purchased 9 eSlates, for both Election Day polling places and for early voting. These eSlates are used in conjunction with eScan paper ballots as a hybrid voting system. It is projected that Galveston County will move forward quickly with an all electronic voting system. In order to provide the same level of voting system, included in this budget are funds to purchase 6 additional eSlates to add to the available electronic voting equipment. It will be a goal to budget annually to provide the quantity of eSlates needed in order to provide for an all electronic voting system by 2010. Funds are included in this budget to provide for backup equipment for one Judge's Controller Booth and for one eScan.

**Records Management Program**

A records storage area is part of the Public Safety Building that will house Police, Municipal Court and Fire Marshal/Emergency Operations Center Records. Discussions have been ongoing regarding projecting and planning for a second records storage center 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 existing records storage center is located in the old City Hall Annex and is in the projected Downtown revitalization area. Funds were requested and funded last year to provide for an architectural study for building a new facility. This study provided the needed information to move this process into the CIP for future consideration regarding building a facility to house records from all Departments. Due to grave concerns regarding the current declining condition of the facility housing the City of Friendswood records, "all" records have been moved from the Records Center to an off-site storage facility that is climate controlled and is built to withstand 120 MPH winds and to the new Public Safety Building.

**Records and Laserfiche Program**

Continue the ongoing scanning program of all records of City Council Meetings and other documents. Continue developing programs for citywide access to all permanent documents i.e. minutes, ordinances, resolutions, contracts, deeds, easements and vehicle titles. Implement additional electronic capability for all departments to search, access and retrieve all permanent records. Continue to scan all documents as approved by Council and make available to City Staff

for search, retrieval and printing capabilities. This process eliminates numbers of hard copies being produced and stored by numerous departments. This program will be an ongoing work in progress to provide that all other documents will be scanned into Laserfiche and become available to anyone needing this information. This Department, in a cooperative effort with Planning and Zoning Commission, has completed the scanning in of all past minutes of the Commission and are kept up-to-date as minutes are approved. In a continued effort to enhance this records system, monies have been requested to fund Records Management software and a WebLink program that with interface with the current Laserfiche Program. Funds have been requested to attend the annual Laserfiche training program. Funds have been requested to provide a copier/printer/fax and computer for the Records Division at the new Public Safety Building.

**Departmental Goals and Measures**

**Goal 1 (linked to City Goal 1)**

Provide accurate and impartial general and special elections to the voters of the City of Friendswood for the City and the Galveston County Consolidated Drainage District. Provide staff support and election services to the Friendswood Independent School District for general and special elections.

**Objective A:**  
Election Services

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Elections	2	2	3	4

Trend: All elections were achieved without challenges. A recount was conducted for Position 4 from the May General Election with no change to the final outcome of the election. No irregularities were determined at any election.

**Goal 2 (linked to City Goal 1)**

This program will provide 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 and/or ultimate disposition in accordance with state law. To provide city information to requestors timely, efficiently and according to the State law.

**Objective A:**  
Records Management Program

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Open Records Requests submitted	1,573	1,626	1,700	1,750
Pages provided to the public	9,255	10,811	10,900	11,000
Attorney General opinions	90	94	50	50

Trend: Achieved measures of a successful records management program. Achieved the adoption and implementation of the City of Friendswood open records policy. Train Records Coordinators in use of the policy and provide for updated training as necessary. The program consists of managing the Records Centers, the records retention program, the open records program and coordination with all departments on all aspects of records management.

**Goal 3 (linked to City Goal 6)**

Continue the ongoing Laserfiche and indexing program of all minutes and documents of the City. Continue developing programs for citywide access to minutes, ordinances, resolutions, contracts, deeds, easements, and vehicle titles, all permanent documents, etc. Provide electronic capability for search, access and retrieval of all permanent records for use by department users, continue to provide installation of the Laserfiche software on department users systems and provide continued training for those users.

**Objective A:**

The indexing and Laserfiche program have provided invaluable research on many levels and has saved many hours of research and retrieval time. It is extremely important to preserve City data in a systematic computerized manner in order that we do not lose these historical records of action taken by City Council.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Indexing & Laserfiched Documents	Yes	Yes	Yes	Yes

Trend: The project has been achieved in a comprehensive subject matter index, both in hard and/or electronic format. This project will be an ongoing process to continue to provide information sharing.

**Goal 4 (linked to City Goal 1)**

To provide information electronically to the elected officials, citizens of Friendswood and City staff.

**Objective A:**

Posting all agenda and minutes of Council Meetings and Committee and Board Meetings on the City website, open records requests form available on the website, voting and election information and results on the website, paperless agenda packets, providing agenda CD's for press, e-mailing agendas to subdivision Homeowner's Associations & subscribers, and index of minutes.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Continued development of use of electronic media	Yes	Yes	Yes	Yes

Trend: Effectively utilize the electronic opportunities to provide for greater communication with the public, elected officials, City Staff and City Attorney.

**Goal 5 (linked to City Goal 6)**

To provide for the processing of various documents as administered by the City Secretary’s office.

**Objective A:**

Processing documents

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Alcohol permits	19	28	28	28
Bids Administered	11	21	20	20
Contracts	89	89	89	89
Copies made	387,000	331,268	350,000	350,000
Liens-filed	8	4	5	5
Notices posted-Council	32	46	46	46
Notices posted-others	118	139	135	138
Indexes of Records	42	38	38	38
Ordinances	37	28	20	22
Ordinances, Bids, Notices published	79	73	80	85
Resolutions	36	32	38	40

Trend: Achieved the administration of all documents as required by Council action, ordinance, and resolution or as administratively necessary.

**Goal 6 (linked to City Goal 1)**

To provide Council meeting notices for all meetings held. To provide the public with information regarding the administration of the City that will be discussed.

**Objective A:**

Provide support and information to Council and citizens in preparing and attending Council meetings.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Executive Sessions held	11	20	20	20
Public Hearings	17	23	24	24
Regular Meetings	23	24	24	24
Special Meetings	9	15	15	16
Pages of minutes	158	188	175	180

Trend: All meetings held by Council have met the Open Meetings Act requirements. All meetings by the Open Meetings Act 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.

**City Secretary's Office  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Municipal Clerk	240,708	241,825	250,471	178,588	238,117	257,131	2.7%
Election Services	8,757	26,983	41,983	6,157	23,210	20,029	-52.3%
Records Management	59,929	113,882	113,931	53,837	71,783	132,443	16.2%
<b>Department Total</b>	<b>\$309,394</b>	<b>\$382,690</b>	<b>\$406,385</b>	<b>\$238,582</b>	<b>\$333,110</b>	<b>\$409,603</b>	<b>0.8%</b>

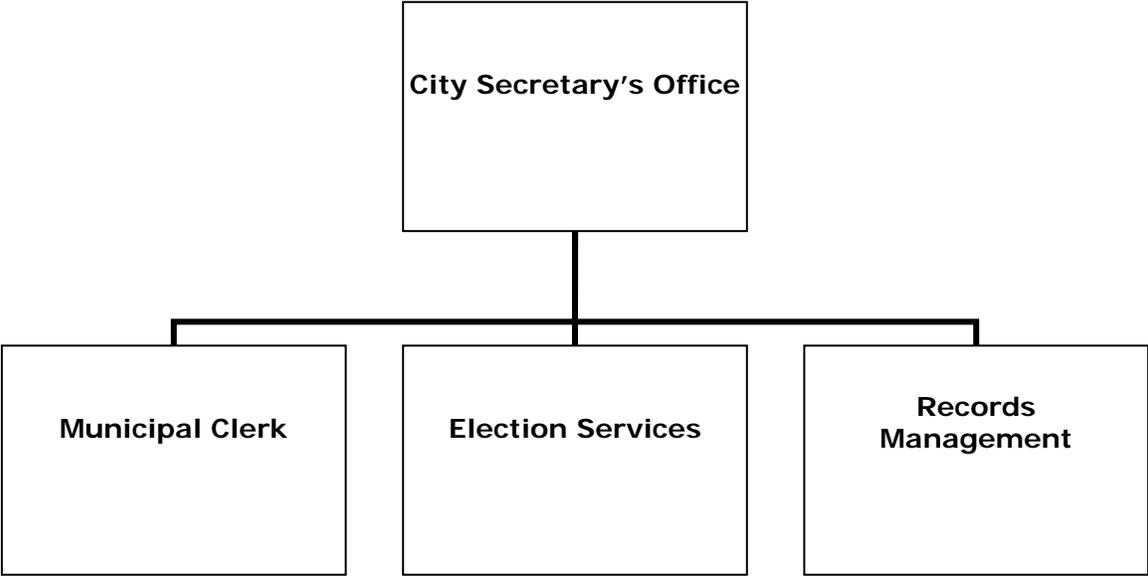
**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	258,928	301,435	308,188	217,273	289,697	317,211	2.9%
Supplies	4,567	18,302	40,180	3,559	19,746	18,877	-53.0%
Maintenance	0	0	0	0	0	0	N/A
Services	45,899	58,953	58,017	17,750	23,667	73,515	26.7%
Capital Outlay	0	4,000	0	0	0	0	N/A
<b>Department Total</b>	<b>\$309,394</b>	<b>\$382,690</b>	<b>\$406,385</b>	<b>\$238,582</b>	<b>\$333,110</b>	<b>\$409,603</b>	<b>0.8%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY06 to FY07
Municipal Clerk	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Election Services	0.0	0.0	0.0	0.0	0.0	0.2	0.0%
Records Management	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
<b>Department Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.2</b>	<b>0.0%</b>

**City Secretary's Office**



**City Secretary's Office  
Municipal Clerk  
001-0201-411**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$143,200	\$146,545	\$150,866	\$109,536	\$146,048	\$162,192
41-30 OVERTIME PAY	6,674	5,559	5,559	6,269	8,359	5,559
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,495	1,730	1,730	1,720	2,293	1,910
41-44 VEHICLE ALLOWANCE	3,600	3,600	3,600	2,700	3,600	3,600
41-45 INCENTIVE-CERTIFICATE PAY	900	900	900	675	900	2,100
41-49 CELL PHONE ALLOWANCE	870	1,020	1,020	765	1,020	1,020
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	11,372	12,191	12,522	8,691	11,588	13,216
47-20 TMRS RETIREMENT FUND	20,759	20,915	21,483	15,945	21,260	22,908
48-10 HEALTH/DENTAL INSURANCE	17,675	22,322	22,322	15,573	20,764	18,006
48-20 LIFE INSURANCE	399	331	331	312	416	349
48-30 DISABILITY INSURANCE	638	613	613	522	696	717
48-40 WORKERS COMP INSURANCE	248	254	254	205	273	345
48-50 EAP SERVICES	181	181	181	136	181	171
48-90 FLEX PLAN ADMINISTRATION	186	186	186	146	195	186
<b>Subtotal of PERSONNEL</b>	<b>\$208,197</b>	<b>\$216,347</b>	<b>\$221,567</b>	<b>\$163,195</b>	<b>\$217,593</b>	<b>\$232,279</b>
51-00 OFFICE SUPPLIES	\$2,880	\$4,272	\$4,272	\$2,057	\$2,743	\$4,396
54-00 OPERATING SUPPLIES	439	520	520	127	169	1,134
58-00 OPERATING EQUIPMENT <\$5,000	325	325	2,751	0	0	335
<b>Subtotal of SUPPLIES</b>	<b>\$3,644</b>	<b>\$5,117</b>	<b>\$7,543</b>	<b>\$2,184</b>	<b>\$2,912</b>	<b>\$5,865</b>
68-00 EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
<b>Subtotal of MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
73-50 SURETY BONDS	\$0	\$71	\$71	\$0	\$0	73
74-00 OPERATING SERVICES	18,028	4,495	4,495	890	1,187	4,626
74-01 POSTAL AND COURIER SERVICES	1,631	2,000	2,000	1,315	1,753	2,058
74-11 PROFESSIONAL/CODE SERVICE	0	0	0	0	0	0
74-91 ADVERTISING/PUBLIC NOTICE	4,193	3,162	8,162	1,347	1,796	2,740
74-97 RECRUITMENT ADVERSTING	36	0	0	72	96	0
75-10 TRAINING	1,195	2,777	2,777	2,325	3,100	4,082
75-20 TRAVEL REIMBURSEMENTS	2,774	2,826	2,826	2,205	2,940	4,349
75-30 MEMBERSHIPS	1,010	1,030	1,030	1,071	1,428	1,059
78-00 CONTRACT SERVICES	0	0	0	3,984	5,312	0
78-30 RENTAL	0	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$28,867</b>	<b>\$16,361</b>	<b>\$21,361</b>	<b>\$13,209</b>	<b>\$17,612</b>	<b>\$18,987</b>
88-00 CAPITAL EQUIPMENT	0	4,000	0	0	\$0	0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$4,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for MUNICIPAL CLERK</b>	<b>\$240,708</b>	<b>\$241,825</b>	<b>\$250,471</b>	<b>\$178,588</b>	<b>\$238,117</b>	<b>\$257,131</b>

**City Secretary's Office  
Election Services  
001-0202-414**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$1,053	\$0	\$0	\$1,382	1,843	\$0
41-30 OVERTIME PAY	209	1,184	1,184	0	0	\$1,184
42-20 PART-TIME WAGES	1,384	0	1,533	1,533	2,044	\$0
47-10 SOCIAL SECURITY/MEDICARE	16	91	91	102	136	\$243
47-20 TMRS RETIREMENT FUND	29	155	155	184	245	\$157
48-40 WORKERS COMP INSURANCE	0	2	2	2	3	\$2
<b>Subtotal of PERSONNEL</b>	<b>\$2,691</b>	<b>\$1,432</b>	<b>\$2,965</b>	<b>\$3,203</b>	<b>\$4,271</b>	<b>\$1,586</b>
54-00 OPERATING SUPPLIES	\$429	\$300	\$4,752	\$785	1,047	\$5,199
58-00 OPERATING EQUIPMENT <\$5,000	0	12,115	27,115	0	15,000	5,534
<b>Subtotal of SUPPLIES</b>	<b>\$429</b>	<b>\$12,415</b>	<b>\$31,867</b>	<b>\$785</b>	<b>\$16,047</b>	<b>\$10,733</b>
67-00 COMPUTER EQUIP MAINT	\$0	\$0	\$0	\$0	0	\$0
<b>Subtotal of MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
74-01 POSTAL/COURIER SERVICES	\$0	\$0	\$0	\$94	125	0
74-91 ADVERTISING/PUBLIC NOTICE	89	200	200	0	0	206
75-10 TRAINING	95	110	110	80	107	113
75-20 TRAVEL REIMBURSEMENTS	0	210	210	0	0	216
78-00 CONTRACT SERVICES	5,453	7,980	1,995	1,995	2,660	2,404
78-30 RENTAL	0	4,636	4,636	0	0	4,771
<b>Subtotal of SERVICES</b>	<b>\$5,637</b>	<b>\$13,136</b>	<b>\$7,151</b>	<b>\$2,169</b>	<b>\$2,892</b>	<b>\$7,710</b>
<b>Totals for ELECTION SERVICES</b>	<b>\$8,757</b>	<b>\$26,983</b>	<b>\$41,983</b>	<b>\$6,157</b>	<b>\$23,209</b>	<b>\$20,029</b>

**City Secretary's Office  
Records Management  
001-0203-419**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$32,879	\$50,907	\$50,907	\$33,514	\$44,685	\$53,561
41-30 OVERTIME PAY	991	4,440	4,440	1,079	1,439	4,440
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	0	110	110	95	127	90
41-45 INCENTIVE-CERTIFICATE PAY	0	300	300	200	267	300
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,486	4,247	4,247	2,435	3,247	4,424
47-20 TMRS RETIREMENT FUND	4,475	7,286	7,286	4,576	6,101	7,668
48-10 HEALTH/DENTAL INSURANCE	6,809	15,784	15,784	8,532	11,376	12,232
48-20 LIFE INSURANCE	94	116	116	104	139	117
48-30 DISABILITY INSURANCE	145	214	214	162	216	240
48-40 WORKERS COMP INSURANCE	55	92	92	60	80	121
48-50 EAP SERVICES	80	121	121	89	119	114
48-90 FLEX PLAN ADMINISTRATION	26	39	39	29	39	39
<b>Subtotal of PERSONNEL</b>	<b>\$48,040</b>	<b>\$83,656</b>	<b>\$83,656</b>	<b>\$50,875</b>	<b>\$67,833</b>	<b>\$83,346</b>
51-00 OFFICE SUPPLIES	\$451	\$310	\$310	\$590	\$787	\$319
54-00 OPERATING SUPPLIES	43	0	0	0	0	106
58-00 OPERATING EQUIPMENT <\$5,000	0	460	460	0	0	1,854
<b>Subtotal of SUPPLIES</b>	<b>\$494</b>	<b>\$770</b>	<b>\$770</b>	<b>\$590</b>	<b>\$787</b>	<b>\$2,279</b>
74-00 OPERATING SERVICES	\$6,748	\$3,516	\$3,565	\$1,200	\$1,600	\$8,764
74-11 PROFESSIONAL/CODE SERVICE	4,444	6,605	6,605	1,072	1,429	36,288
75-10 TRAINING	160	70	70	100	133	72
75-20 TRAVEL REIMBURSEMENTS	43	595	595	0	0	613
75-30 MEMBERSHIPS	0	70	70	0	0	72
78-00 CONTRACT SERVICES	0	18,600	18,600	0	0	1,009
<b>Subtotal of SERVICES</b>	<b>\$11,395</b>	<b>\$29,456</b>	<b>\$29,505</b>	<b>\$2,372</b>	<b>\$3,163</b>	<b>\$46,818</b>
86-00 FURNITURE AND FIXTURES	\$0		\$0		\$0	\$0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for RECORDS MANAGEMENT</b>	<b>\$59,929</b>	<b>\$113,882</b>	<b>\$113,931</b>	<b>\$53,837</b>	<b>\$71,783</b>	<b>\$132,443</b>

**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 in the department.

**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-ranging administrative support activities for the City Manager including: policy research, program analysis, Council agenda development, departmental records coordination, project administration, general public information, and citizen comment and complaint management.

**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 for the City's Community and Economic Development Committee (CEDC) is also provided by this division.

**Highlights of Budget**

The FY 2007-08 Proposed 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. The Focus on Friendswood newsletter contains valuable City news, events, and announcements and is mailed to residents quarterly. This year will mark the second year of the City's new PEG channel is utilized, and the first full year that City Council meetings will be televised on the channel. The goal of the channel is to communicate with residents about City related programs, meetings, services, events, job postings, and emergency information.

Since 2003, the City has contracted with a professional marketing firm to assist with a comprehensive communication campaign. The firm generates news releases, media information and contacts, printed materials, direct mail campaigns, and a special electronic newsletter. The Economic Development Office also sponsors an annual broker/developer workshop focused on the benefits of doing business in Friendswood. This event is attended by approximately 50 Houston area real estate brokers, developers, and bank representatives. 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.

**Departmental Goals And Measures**

**Goal 1 (linked to City Goals 1 & 6)**

Provide professional management and leadership that support the success of the organization.

Objective A:

Conduct strategic planning activities

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Long-Range Planning Sessions Conducted with City Council	2	--	1	2
Long-Ranging Planning Meetings with Senior Staff	4	5	4	5

Objective B:

Ensure that departmental work plans are supportive of City Council goals.

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Departmental work plans that include elements that directly or indirectly support Council goals.	6	6	6	6

**Goal 2 (linked to City Goal 1)**

Deliver responsive, quality customer service to the City Council, citizens, and other agencies.

Objective A:

Provide information, assistance and project support to the Mayor and City Councilmembers.

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Agenda Preparation Number of Items	310	360	370	360
Council meetings attended	31	36	36	36

Objective B:

Prepare information on City services, events and policies for outside agencies as requested.

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Information requests completed for other agencies.	10	10	12	12

**Goal 3 (linked to City Goal 1)**

Support vital community connections with our citizens, neighborhood and civic associations, and news media.

Objective A:

Promote interaction and collaboration with Friendswood citizens and civic associations.

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Requests for staff representation at association meetings	10	12	12	12
Meetings attended by Staff	10	12	12	12
Notices, bulletins, or other informational media provided to associations.	16	18	18	18
Specific citizen inquiries/complaints addressed	--	150	185	190

Objective B:

Enhance communication with local news media by proactively sharing timely, accurate information about City services, initiatives, and issues.

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Releases, advisories, or tip sheets prepared	20	150	150	140

Objective C:

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

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Surveys and "straw polls" conducted	1	--	--	--
Focus on Friendswood newsletter editions	4	4	4	4
City Meetings Broadcast on PEG channel	--	--	18	36

**Goal 4 (linked to City Goals 2 & 4)**

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.

**Objective A:**

Identify and recruit businesses interested in relocating to, expanding in, or starting a new business in the City of Friendswood by continuing to strengthen and build relationships with brokers, developers, site selection consultants, and the regional economic development network.

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Regional partnership meetings	25	6	8	8
Trade Shows / Target industry meetings	2/2	2/4	4/4	4/4
Articles, e-newsletters, notices produced (marketing)	19	10	16	16
Meetings with brokers, developers and prospects	--	45	50	50
Business prospect packets distributed	--	150	168	150
Local business retention visits	--	--	14	24

**Objective B:**

Educate and inform community on the purpose and benefit of the Economic Development Program

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
Speeches at area association meetings	3	6	2	2
Articles, presentations, or other notices produced	4	3	2	2

**Objective C:**

Provide support to CEDC Initiatives

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
CEDC meetings attended	25	12	12	12

**City Manager's Office  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Base Budget	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration	497,380	438,205	462,996	326,402	435,203	454,817	500,402	14.2%
Legal	157,285	0	0	0	0	0	0	N/A
Economic Development	196,747	231,265	253,765	139,293	185,475	222,248	225,248	-2.6%
<b>Department Total</b>	<b>\$851,412</b>	<b>\$669,470</b>	<b>\$716,761</b>	<b>\$465,695</b>	<b>\$620,678</b>	<b>\$677,065</b>	<b>\$725,650</b>	<b>8.4%</b>

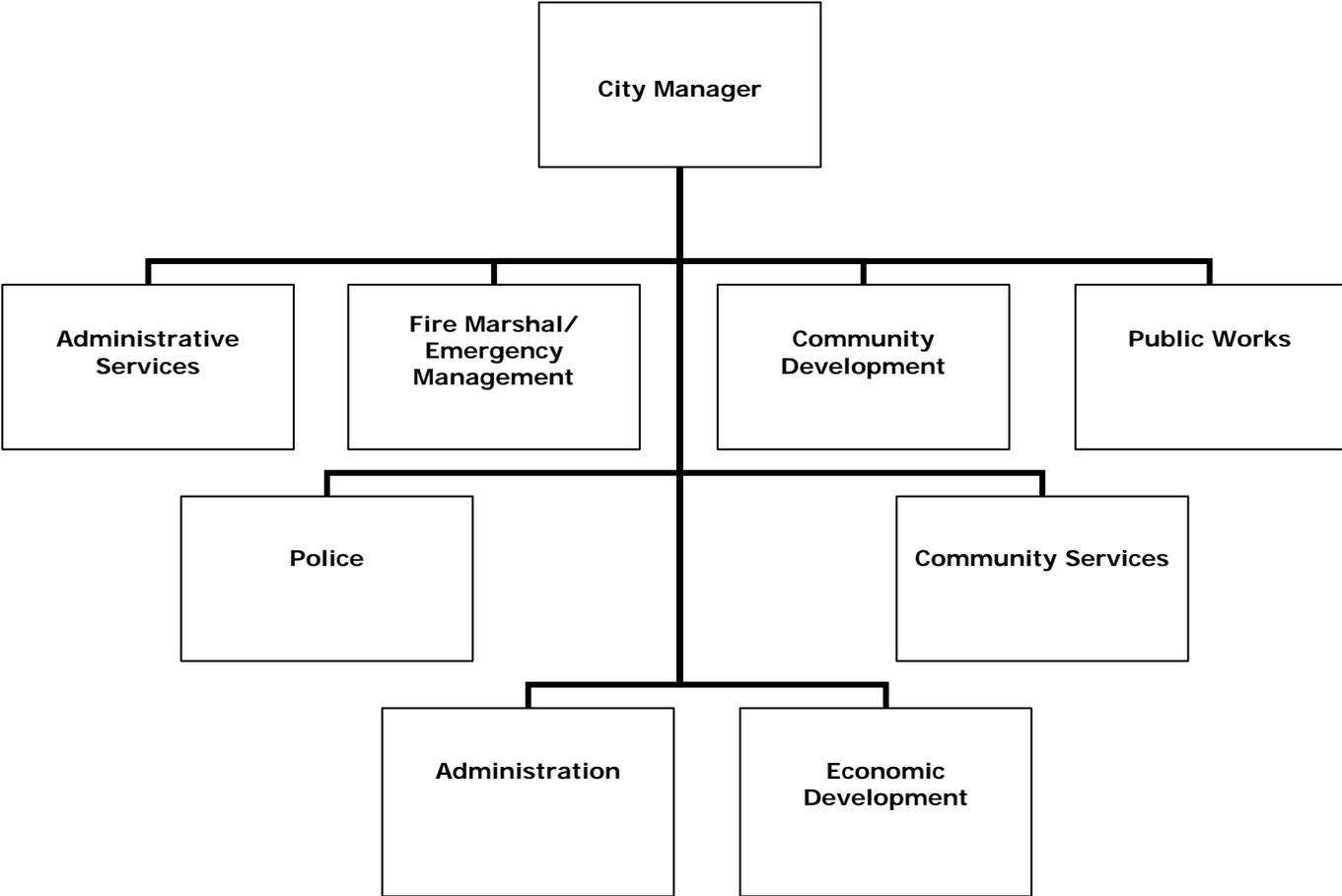
**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Base Budget	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	500,013	468,504	488,504	334,221	445,628	485,201	504,186	7.6%
Supplies	23,578	23,982	26,482	7,066	9,172	24,681	26,281	9.6%
Maintenance	0	0	0	0	0	0	0	N/A
Services	327,821	174,484	201,775	124,408	165,878	167,183	170,183	-2.5%
Capital Outlay	0	2,500	0	0	0	0	25,000	N/A
<b>Department Total</b>	<b>\$851,412</b>	<b>\$669,470</b>	<b>\$716,761</b>	<b>\$465,695</b>	<b>\$620,678</b>	<b>\$677,065</b>	<b>\$725,650</b>	<b>8.4%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Base Budget	FY08 Adopted Budget	% Change in Budget from FY06 to FY07
Administration	4.5	4.5	4.5	4.5	4.5	4.5	5.0	11.1%
Legal	0.0	0.0	0.0	0.0	0.0	0.0	0.0	N/A
Economic Development	1.0	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
<b>Department Total</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>6.0</b>	<b>9.1%</b>

**City Manager's Office**



**City Manager's Office  
Administration  
001-0301-413**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$250,884	\$249,470	\$249,470	\$176,174	\$234,899	\$265,432
41-20 PART-TIME WAGES	0	0	0	0	0	0
41-30 OVERTIME PAY	8,152	4,938	4,938	4,703	6,271	4,938
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	2,203	1,205	1,205	1,180	1,573	1,440
41-44 VEHICLE ALLOWANCE	6,450	7,200	7,200	5,800	7,733	5,700
41-45 INCENTIVE-CERTIFICATE PAY	900	900	900	875	1,167	2,400
41-49 CELL PHONE ALLOWANCE	1,635	2,040	2,040	1,130	1,507	1,440
40-60 MOVING ALLOWANCE	0	0	20,000	0	0	0
41-90 ACCRUED PAYROLL	32,977	0	0	0	0	0
42-20 PART-TIME WAGES	8,734	10,475	10,475	6,548	8,731	27,884
47-10 SOCIAL SECURITY/MEDICARE	20,894	21,132	21,132	15,574	20,765	23,838
47-20 TMRS RETIREMENT FUND	40,006	34,880	34,880	27,510	36,680	36,565
47-31 ANNUAL 457 CONTRIBUTION	2,000	0	0	0	0	0
48-10 HEALTH/DENTAL INSURANCE	26,139	30,255	30,255	18,343	24,457	23,959
48-20 LIFE INSURANCE	622	571	571	501	668	571
48-30 DISABILITY INSURANCE	976	1,058	1,058	845	1,127	1,174
48-40 WORKERS COMP INSURANCE	455	448	448	371	495	631
48-50 EAP SERVICES	231	302	302	185	247	342
48-90 FLEX PLAN ADMINISTRATION	127	141	141	126	168	141
<b>Subtotal of PERSONNEL</b>	<b>\$403,385</b>	<b>\$365,015</b>	<b>\$385,015</b>	<b>\$259,865</b>	<b>\$346,487</b>	<b>\$396,455</b>
51-00 OFFICE SUPPLIES	\$3,607	\$4,530	\$4,530	\$2,269	\$3,025	\$4,662
52-00 PERSONNEL SUPPLIES	0	0	0	180	240	0
54-00 OPERATING SUPPLIES	1,534	1,100	1,100	951	1,268	1,133
58-00 OPERATING EQUIPMENT <\$5,000	337	0	2,500	1,877	2,503	1,600
<b>Subtotal of SUPPLIES</b>	<b>\$5,478</b>	<b>\$5,630</b>	<b>\$8,130</b>	<b>\$5,277</b>	<b>\$7,036</b>	<b>\$7,395</b>
71-60 EXECUTIVE SEARCH SERVICES	\$20,789	\$0	\$4,791	\$2,953	\$3,937	\$0
74-00 OPERATING SERVICES	2,517	2,500	2,500	636	848	2,573
74-01 POSTAL AND COURIER SERVICES	717	0	0	325	433	0
74-21 FRIENDSWOOD NEWSLETTER	42,850	43,000	43,000	20,140	26,853	43,223
74-92 SPECIAL EVENTS	0	1,500	1,500	213	284	1,543
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	5,118	3,810	3,810	2,094	2,792	3,921
75-20 TRAVEL REIMBURSEMENTS	3,813	7,300	7,300	26,539	35,385	7,513
75-30 MEMBERSHIPS	2,402	2,700	2,700	1,488	1,984	2,779
75-40 PUBLICATIONS	0	0	0	28	37	0
76-12 TELEPHONE/COMMUNICATIONS	329	0	0	0	0	0
78-00 CONTRACT SERVICES	9,982	4,250	4,250	6,844	9,125	10,000
<b>Subtotal of SERVICES</b>	<b>\$88,517</b>	<b>\$65,060</b>	<b>\$69,851</b>	<b>\$61,260</b>	<b>\$81,680</b>	<b>\$71,552</b>
88-00 CAPITAL EQUIPMENT	0	2,500	0	0	\$0	\$25,000
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>
<b>Totals for ADMINISTRATION</b>	<b>\$497,380</b>	<b>\$438,205</b>	<b>\$462,996</b>	<b>\$326,402</b>	<b>\$435,203</b>	<b>\$500,402</b>

**City Manager's Office  
Legal  
001-0302-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
71-10 LEGAL SERVICES	\$156,264	\$0	\$0	\$0	\$0	\$0
71-19 OTHER LEGAL SERVICES	0	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	0	0	0	0	0	0
75-30 MEMBERSHIPS	1,021	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$157,285</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for LEGAL</b>	<b>\$157,285</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**City Manager's Office  
Economic Development  
001-0303-419**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$68,122	\$72,815	\$72,815	\$52,091	69,455	\$75,176
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	380	445	445	440	587	505
41-44 VEHICLE ALLOWANCE	3,600	3,600	3,600	2,700	3,600	3,600
41-45 INCENTIVE-CERTIFICATE PAY	1,200	1,200	1,200	900	1,200	2,400
41-49 CELL PHONE ALLOWANCE	1,020	1,020	1,020	765	1,020	1,020
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	5,294	6,050	6,050	4,171	5,561	6,275
47-20 TMRS RETIREMENT FUND	9,801	10,379	10,379	7,449	9,932	10,876
48-10 HEALTH/DENTAL INSURANCE	6,460	7,236	7,236	5,289	7,052	7,082
48-20 LIFE INSURANCE	190	167	167	146	195	164
48-30 DISABILITY INSURANCE	303	310	310	246	328	337
48-40 WORKERS COMP INSURANCE	115	124	124	99	132	156
48-50 EAP SERVICES	60	60	60	45	60	57
48-90 FLEX PLAN ADMINISTRATION	83	83	83	15	20	83
<b>Subtotal of PERSONNEL</b>	<b>\$96,628</b>	<b>\$103,489</b>	<b>\$103,489</b>	<b>\$74,356</b>	<b>\$99,141</b>	<b>\$107,731</b>
51-00 OFFICE SUPPLIES	\$132	\$0	\$0	\$54	\$72	0
54-00 OPERATING SUPPLIES	17,968	18,352	18,352	1,548	2,064	18,886
58-00 OPERATING EQUIPMENT	0	0	0	187		
<b>Subtotal of SUPPLIES</b>	<b>\$18,100</b>	<b>\$18,352</b>	<b>\$18,352</b>	<b>\$1,789</b>	<b>\$2,136</b>	<b>\$18,886</b>
74-00 OPERATING SERVICES	\$1,394	\$4,475	\$4,475	\$814	1,085	4,604
74-01 POSTAL AND COURIER SERVICES	475	500	500	126	168	515
74-91 ADVERTISING/PUBLIC NOTICE	5,396	8,000	8,000	1,236	1,648	8,233
74-92 SPECIAL EVENTS	0	0	0	213	284	0
75-10 TRAINING	3,115	2,615	2,615	2,125	2,833	2,690
75-20 TRAVEL REIMBURSEMENTS	4,054	6,802	6,802	1,799	2,399	5,457
75-30 MEMBERSHIPS	1,585	1,710	1,710	1,360	1,813	1,761
76-12 TELEPHONE/ COMMUNICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	66,000	85,322	107,822	55,475	73,967	75,371
<b>Subtotal of SERVICES</b>	<b>\$82,019</b>	<b>\$109,424</b>	<b>\$131,924</b>	<b>\$63,148</b>	<b>\$84,197</b>	<b>\$98,631</b>
<b>Totals for ECONOMIC DEVELOPMENT</b>	<b>\$196,747</b>	<b>\$231,265</b>	<b>\$253,765</b>	<b>\$139,293</b>	<b>\$185,475</b>	<b>\$225,248</b>

## Administrative Services

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### Mission Statement

The Administrative Services Department is responsible for providing superior administrative and financial support services to our citizens and City employees. Customer service to both our external and internal customers is emphasized and provided through a very diverse set of programs: Finance, Utility Billing/Customer Service, Human Resources/Risk Management, Municipal Court Administration and Information Technology Services.

### Current Operations

**Finance** services include accounting, payroll, budget and cash management. Investment of the City's financial resources is accomplished by the Director of Administrative Services with oversight from the City's Investment Committee.

Staff continues to use technological advancements to improve efficiency. Staff is currently implementing an automated time and attendance system during fiscal year 2006-07. The system is expected to be fully implemented by early 2007-08. The system has been well received by supervisors and employees.

Lock box payments for utility payments paid on-line through personal banking software was also implemented by our staff. Payments were previously received in the mail and customers had to allow for this delay. The lock box enables the customer to pay closer to the due date. The process also reduced staff time previously committed to opening, batching and keying these payments.

The Finance staff is responsible for preparing the City's annual budget, working with the external auditors to perform the annual audit and prepare the Comprehensive Annual Financial Report. The City has received the Award for Excellence in Financial Reporting from the Government Finance Officers Association, the premier, national, municipal finance organization, for 19 consecutive years. For the fourth consecutive year, the City was awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association. The guidelines for this program assess how well an entity's budget serves as a policy document, a financial plan, an operational plan and a communications device.

**Utility Billing/Customer Service** personnel provide billing, collection and customer information services for 11,662 accounts. This includes processing approximately 70,000 bills and payments annually, as well as handling 25,000 phone calls and walk-in customers in an average year. This area, along with Municipal Court personnel, faces daily challenges as they deal with customers and apply the City's billing and collection policies that are set by City ordinance or resolution. Their goal is to apply even-handed, quality service to all City utility customers.

**Municipal Court's** function is to bring a fair and equitable conclusion to all misdemeanor cases filed in the City. The Court Office is responsible for maintaining accurate records of all court cases filed and disposed of in the City, as well as processing payments and serving warrants. With the exception of holidays, the Municipal Court holds court each Wednesday at 6:30 p.m. and at 8:30 a.m. on the second and fourth or fifth Wednesdays at the recently constructed Public Safety Building. Current activity level indicates we will process approximately 15,000 Class C Misdemeanors during 2006-07. Semi-monthly daytime court

## Administrative Services

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settings, in addition to the weekly evening court setting, help minimize the delay in setting court dates.

The goal for the Municipal Court is to handle violations in accordance with State Law, City Ordinance and policies set by the municipal judge, to see that every person is treated fairly and equally, and to manage court operations efficiently.

The **Human Resources/Risk Management** Division is responsible for all human resource and risk management functions, including recruitment, compensation, EEO compliance, employee benefits, training and development, new employee orientation, employee safety, unemployment, liability and property claims and personnel policy and maintenance. One highlight this year was the CPR and Automated External Defibrillators (AED) training that was provided by the Safety Coordinator. AEDs have been installed in most City facilities.

The mission of the **Information Technology** division is to provide reliable computer systems and timely and efficient systems support to all departments by maximizing all technology related resources, maintain a current standard of hardware and software, and provide technical guidance and planning for future systems direction and support.

Information Technology Services operates and maintains the City's computer hardware and software, and assists staff in hardware and software usage and training. The computer systems include two IBM iSeries systems. One is located in City Hall and processes the software for finance, accounting, land management, building permits, utility billing, work orders, fleet management and municipal court. The second one is located at the Public Safety Building and operates the Police Department's Crimes and Computer Aided Dispatch software. The City network includes fiber optic cable and data communications equipment connecting all City buildings to six Windows based servers, a firewall and a Storage Area Network (SAN) located at City Hall, two servers at the Police Department, and two servers at the Library. These servers provide for e-mail, file storage, web site, on-line services and various other applications. The IT staff supports over 40 different applications and software interfaces, a standard set of desktop office applications, and all new technology items installed in the new Public Safety Building. IT also provides support for the operation of the City's cable TV channel and formatting of content.

The new City web site was deployed in February of 2006. It was redesigned with the primary intent of making it easier for citizens to find the information they are seeking. IT currently supports E-Gov applications for Utility Bill inquiry and payment, Court case inquiry and payment, Building Permit inquiry and inspection scheduling.

Another significant IT project will positively impact both the patrol division of the Police department and the Municipal Court. Automated citation software and hardware has been purchased and implemented. This system allows a police officer to issue a citation and then electronically send the citation to the Municipal Court records management system. This benefits the City by ensuring timely submission of the citations and at the same time greatly reducing the time required to enter citations into the court system. Court technology fees paid by the municipal court "customers" provided funding for the project.

### Highlights of Proposed Budget

- Human Resources – Compensation/Pay Plan Study, \$6,000

## Administrative Services

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- Municipal Court – Salary adjustment for judge, \$20,000
- Municipal Court – New position, Clerk III, \$47,567
- Municipal Court – Pay adjustments for prosecutors and associate judge, \$3,000
- IT – Laptop computers for City Council and Planning & Zoning Commission, \$27,200
- Municipal Court – Increased funding for credit card processing fees, \$2,500

### Departmental Goals and Measures

#### Goal 1 (linked to City Goals 1 & 6)

Provide accurate and timely financial information to the Council, City Manager, Staff, Citizens of Friendswood and other parties interested in the finances of the City.

#### Objective A:

Prepare and release financial statements to the Council, City Manager and Staff on a monthly basis.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Release monthly financial statement by the 15 <sup>th</sup> of the following month.	80%	85%	90%	100%

Trend: The process of preparing and distributing the report continues to be fine-tuned. Statements from the investment pools and bank are obtained electronically to reduce the delay in receiving the information necessary to complete cash reconciliation. Monthly financial reports are also being distributed electronically eliminating the need to make manual copies and time spent in delivering the documents.

#### Objective B:

Prepare timely and accurate annual financial report after audit is complete.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Annual financial report meets criteria established by the Government Finance Officers Association and receives GFOA award for excellence in financial reporting.	Yes	Yes	Yes	Yes

Trend: This certification was achieved for the 19th consecutive year with the 2005-06 CAFR document and staff intends to continue this tradition.

#### Goal 2 (linked to City Goal 2)

The City shall 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.

#### Objective A:

## Administrative Services

The City shall strive to maintain the General Fund undesignated fund balance at a minimum of 90 days of current year budgeted expenditures. Any undesignated funds after the fiscal year-end audit will be allowed to accumulate to build this 90-day reserve. City financial policies state that fund balance in excess of 25% (90 days) will be reserved for future capital improvements.

Measure (Days)	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Fund balance will cover 90 days (25%) of current year budgeted expenditures.	114	148	151	154

**Trend:** The 90-day operating reserve target is \$5.0 million. The estimated undesignated fund balance for 2006-07 is \$10.2 million, leaving \$5.2 million available for future projects.

### Goal 3 (linked to City Goals 1, 2, & 6)

Administer the budget efficiently to provide timely information to City Council and staff.

#### Objective A:

Prepare the proposed budget on or before August 1.

Measure	FY05 Actual	FY06 Actual	FY07 Actual	FY08 Forecast
Proposed budget delivered to Mayor and Council	8/1/04	8/1/05	8/1/06	7/30/07

#### Objective B:

Deliver adopted budget by the beginning of the fiscal year, October 1.

Measure	FY05 Actual	FY06 Actual	FY07 Actual	FY08 Forecast
Adopted budget delivered to City Council and Staff	11/19/04	11/30/05	09/25/06	10/01/07

#### Objective C:

Report budget changes, regularly, through the budget amendment process three times a fiscal year.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Prepare Budget Amendment I by December 31	12/13/04	02/20/06	03/19/07	12/31/07
Prepare Budget Amendment II by April 30	04/30/05	08/14/06	06/18/07	04/30/08
Prepare Budget Amendment III by October 31	02/20/05	11/01/06	10/31/07	10/31/08

## Administrative Services

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### Goal 4 (linked to City Goals 5 & 6)

The goal for the Municipal Court is to handle violations in accordance with State Law, City Ordinance and policies set by the municipal judge, to see that every person is treated fairly and equally, and to manage court operations efficiently.

#### Objective A:

Provide opportunity for court customers to appear in court in a reasonable period of time after their initial contact with police or other complainant.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Schedule court appearances within 14 business days of receiving citation.	97%	97%	98%	100%
Set arraignment date for an appearance within 2 months of receiving citation	42%	81%	98%	98%

Trend: In previous years, a defendant was required to contact the court to be assigned a day and time to appear (usually 60-65 days from date of citation to the arraignment date). The police officers are now scheduling the court appearance times on the citation with arraignment dates now falling about 45 days from the date of the citation. The Municipal Court has two prosecutors who alternate court sessions on Wednesdays, with both prosecutors working together on two Wednesdays per month. One prosecutor works the day court twice per month. We are proposing to double our daytime courts to every Wednesday morning in fiscal year 2008.

#### Objective B:

Promptly prepare and process court paperwork.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Input all citations received by the court within 2 business days of receiving citation from the Police Department.	91 %	93%	98%	98%
Record case disposition within 3 days of court appearance.	97 %	97%	97 %	98%

Trend: The Friendswood Police Department issued just under 8,200 citations for the fiscal year ending 9/30/02. The number of citations issued continues to increase with 11,630 in fiscal year 2003, 13,130 in 2004, 14,330 in fiscal year 2005, and 15,000 for 2006. The projected number of citations for fiscal year ending 9/30/07 is 15,000. The Friendswood Police Department is utilizing automatic citation writers, enabling the Municipal Court to electronically download the citations into the court system. Approximately 50% of the citations are entered electronically and 50% require manual entry. Implementation of the automatic citation writer software has significantly decreased the time required for manual data entry. All police officers are expected to be trained on the software by fiscal year end in September 2007. During fiscal year 2008, citation writers should

## Administrative Services

eliminate the need for the majority of manual data entry and allow Municipal Court staff to fully utilize the technology available in the new Public Safety Building.

**Objective C:**  
Efficiently collect court fines and fees.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Issue a failure to appear charge and letter the Monday following the missed court date. Warrants are issued within 14 days of a missed court date.	96 %	75%	87%	90%
After warrants are signed by the Judge, the warrant officer will contact the defendant by phone, personal visits, or door hangars placed on the doors of the residence within 14 days.	70%	35%	32%	45%
Notify Omnibase of outstanding warrants to prevent the individual from obtaining a new driver's license within 21 days after warrants are signed.	32%	22%	32%	50%

Trend: Due to the level of outstanding revenues owed to the state from court fines and fees, the legislature has made collections a priority for courts. The current legislation requires all cities with a population of 100,000 to develop collection programs. The legislation requires the cities use both outside collection resources as well as develop in-house programs. To reduce the likelihood that a defendant's citation will result in a warrant and to aid in the timely and effective collection of fines, the municipal court proposes a formal collection program that focuses more effort on early collection. Currently, the number of personnel limits municipal court's ability to fully staff a collections program. In the 2007-08 budget, we will request an additional clerk. This position will assist with the collection program and process the paperwork necessary to produce a warrant, which would allow the Warrant Officer more time in the "field."

**Goal 5 (linked to City Goals 1 & 6)**

Provide efficient and reliable services to the users of the City's Information Technology systems.

**Objective A:**  
Provide reliable computer systems for the users by reducing unscheduled down time.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Maximize system, network, and server availability during users' normal work hours	99%	99%	99.9%	99%

## Administrative Services

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Trend: During regular business hours the AS/400 up-time was 100%; File & Print servers' up-time was 99.9%; E-mail up-time was 99.9%; Internet up-time was 99.9%.

**Objective B:**

Provide prompt response to computer system problems

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Respond promptly to priority 1 call for service	<2 Hrs.	Avg. < 30 Minutes	Avg. < 30 Minutes	Avg. < 30 Minutes
Resolve problem or enlist contract assistance promptly	1.6 Hrs	Avg. < 1 Hour	Avg. < 1 Hour	Avg. < 1 Hour

Trend: Priority 1 calls are those where the user needs immediate attention and cannot perform normal duties. Examples include the user's computer being inoperable, being unable to print or not being able to access the network or certain network resources. Users will communicate directly with IT staff via telephone, pager or in person. Priority 2 problems are those that do not require immediate attention. Users will communicate these problems to the IT staff via E-mail or voice mail. The response time will be estimated and communicated back to the user. Priority 3 issues will be new initiatives, such as software installations. Users will communicate their needs to the IT division via E-mail. Requests will then be approved, scheduled and a response communicated back to the user.

**Goal 6 (linked to City Goals 5 & 6)**

The City's employees are its greatest resource and as such, it is imperative that we provide them a safe workplace.

**Objective A:**

Reduce workplace injuries and illnesses by providing training and programs to educate the workforce.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Provide safety meetings to CDD/PW and Community Services employees.	13	17	15	15
Provide safety programs to other employees	9	10	10	10

Trend: The Safety and Training program has developed into an effective program and has gained acceptance and the respect of the City's employees. We plan to continue development by maintaining an interactive safety and training program that allows all employees to request relevant training. If a requested training subject is deemed necessary and practical, the Safety and Training Coordinator will develop the program or seek external training resources. The City formed a Safety Committee in January 2005 with the purpose of acting as a liaison to their respective departments and assisting in communications and training. The Safety Committee will investigate all

## Administrative Services

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incidents that result in a reportable injury. The purpose of the investigation is to determine what action can be taken to prevent future injuries.

**Objective B:**

Conduct safety inspections on city facilities to determine safety risk and make recommendations for elimination of identified risk.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Inspect all city facilities	1x year	1x year	1x year	1x year
Observe safety habits of work crews	Weekly	Weekly	Weekly	Weekly
Meet with maintenance personnel as needed	14 Meetings	12 Meetings	12 Meetings	12 Meetings
Assist with emergency management & fire drills in city facilities	1 x year	1 x year	1x year	1x year

Trend: The Safety & Training Coordinator will conduct an annual inspection of all facilities and job sites to detect unsafe acts or unsafe work conditions. Corrective action(s) will be initiated as needed. In addition, work sites will be checked each week to ensure property safety precautions are being utilized.

**Objective C:**

Establish and maintain an effective safety and health program to reduce the number and severity of work-related injuries and illnesses.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
# Lost workdays due to injuries or illness	0	19	19	0
# Work-related injury/illness reportable incidents	9	11	5	0

Trend: In FY 04–05 the City experienced no lost Workers’ Compensation related work days. This was a remarkable accomplishment that can be attributed to the employees and the safety program. Thus far, in fiscal year 2007, we have experienced only 1 injury that has resulted in 19 days of lost time. We have taken corrective action to eliminate the factor causing the accident. We have had 4 additional reportable injuries to date. Each incident will be investigated to determine preventability.

**Goal 7 (linked to City Goal 6)**

Provide support to the City’s staff and employees through the efficient administration of the human resources program.

## Administrative Services

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**Objective A:**

Develop clear procedures to assist staff in recruiting and hiring new employees. Improve the new employee orientation process as recommended by the employee focus teams formed during the citywide Organizational Needs Inventory process.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Develop procedures for staff to follow when hiring new employees. This will begin with the advertising process and continue through the New Employee Orientation.	Implemented in 2004-05	Review and refine	Continued Review/Refinement	Continued Review/Refinement
Develop a weekly New Employee Orientation process that covers the required documentation and introduces the new employee to the City.	Held each week, if needed.	12	12	12

**Trend:** The Employee Orientation Program has been modified to meet the needs expressed by the focus team. The program has been designed to make new employees aware of the available benefits and the city’s expectations of them.

**Objective B:**

The purpose of employment application activity is to provide an applicant selection and hiring process to city management so they can develop an applicant pool. This activity provides critical indirect support to all core services and is administratively necessary for maintaining a city workforce.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Job applications processed	1524	1000	1200	1440
The number of jobs posted on the City’s official web site	36	40	30	23
The number of ads placed in the City’s official newspaper	29	65	50	38
Number of ads placed with other sources (TML, Colleges, Professional Publications, etc.)	6	14	10	12

## Administrative Services

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Trend: The number of applications received in response to job ads has been strong. In some skill or education specific positions recruitment has been difficult. We expect that the trend to continue as demand for these positions persist. To address this issue we will continue to explore new recruiting methods and tools to attract the best available employees. The increased recruitment effort should increase the number of applications depending on the type and number of job vacancies.

### Goal 8 (linked to City Goal 6)

Maintain the total compensation program to provide the City’s management with market sensitive pay and benefits packages which will attract, retain, and motivate employees.

#### Objective A:

The purpose is to provide equitable salary structure and classify positions to enable city management to make pay decisions.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast
Number of positions reviewed for classification by the Classification and Pay Plan Committee	8	4	All Full-time Positions
City salary survey conducted by June 15	Completed 6/7/05	Completed 6/28/06	Target 09/30/07
Specific position salary surveys conducted	15	15	83

Trend: The Classification and Pay Plan Committee delivers an essential service to the City’s management. The committee plays an integral part in the compensation strategy through its evaluation of positions by use of a standardized tool. The evaluations allow the committee to classify the positions for placement into a salary grade. With its compensation strategy, the city seeks to attract and retain competent employees. A major component of that strategy is to measure the comparable wages of similar jobs through salary surveys. However, with the expected demand on the job market we may see more difficulty to recruit and hire good employees and we could experience an employee retention issue if we fail to maintain competitive salaries. To judge the market demand an annual salary survey is conducted to measure wage growth compared to benchmark positions within the city pay plan. In addition to the annual City salary survey Human Resources conducts a number of salary surveys for individual positions. These individual position salary surveys are conducted on positions that demonstrate unique market forces that influence wages. The number of individual position salary surveys is likely to rise due to increased market demands for good employees especially in fields requiring technical skills or advanced education.

**Administrative Services  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Finance	528,789	607,559	616,839	377,835	503,780	667,711	9.9%
Other Functions	168,608	177,750	1,282,814	142,103	159,089	153,009	-13.9%
Municipal Court	398,863	442,595	442,595	314,598	419,464	552,221	24.8%
Human Resources	322,216	314,449	314,449	238,954	318,605	982,042	212.3%
Risk Management (GF)	139,104	219,381	73,510	52,031	69,375	91,486	-58.3%
Insurance (GF)	0	0	145,871	101,284	135,045	150,190	N/A
Information Technology	639,105	690,592	712,638	507,648	676,864	635,642	-8.0%
Utility Billing (W/S)	1,593,335	214,969	214,969	140,648	187,435	220,430	2.5%
Insurance (W/S)	0	0	98,491	66,573	88,764	101,406	N/A
Risk Management (W/S)	95,635	106,076	7,585	2,308	2,917	44,810	-57.8%
<b>Department Total</b>	<b>\$3,885,655</b>	<b>\$2,773,371</b>	<b>\$3,909,761</b>	<b>\$1,943,982</b>	<b>\$2,561,338</b>	<b>\$3,598,947</b>	<b>29.8%</b>

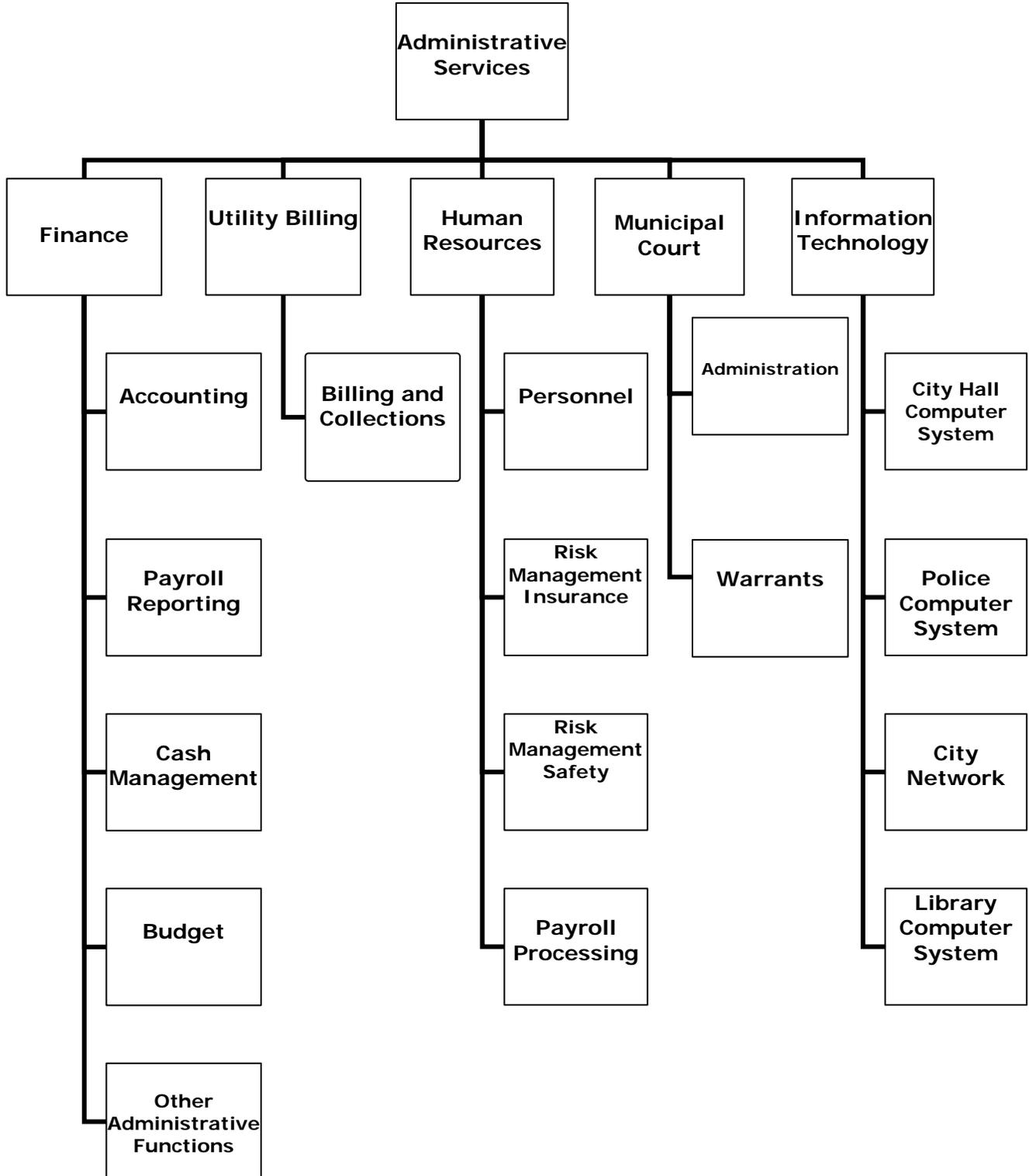
**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	1,482,791	1,598,976	1,598,976	1,120,859	1,494,320	2,427,828	51.8%
Supplies	77,381	64,725	69,733	45,823	61,096	112,693	74.1%
Maintenance	46,377	77,450	77,450	58,519	78,025	80,665	4.2%
Services	735,775	874,820	2,001,132	638,162	850,786	939,261	7.4%
Capital Outlay	92,064	97,400	102,470	49,895	66,527	1,500	-98.5%
Other	1,451,267	60,000	60,000	30,724	10,584	37,000	-38.3%
<b>Department Total</b>	<b>\$3,885,655</b>	<b>\$2,773,371</b>	<b>\$3,909,761</b>	<b>\$1,943,982</b>	<b>\$2,561,338</b>	<b>\$3,598,947</b>	<b>29.8%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Finance	7.4	7.4	7.4	7.4	7.4	8.5	14.9%
Municipal Court	6.4	6.4	6.4	6.4	6.4	7.7	20.7%
Human Resources	5.0	5.0	5.0	5.0	5.0	4.0	-20.0%
Risk Management (GF)	0.5	0.5	0.5	0.5	0.5	1.0	100.0%
Information Technology	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Utility Billing (W/S)	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Risk Management (W/S)	0.5	0.5	0.5	0.5	0.5	0.0	-100.0%
<b>Department Total</b>	<b>25.8</b>	<b>25.8</b>	<b>25.8</b>	<b>25.8</b>	<b>25.8</b>	<b>27.2</b>	<b>5.5%</b>

# Administrative Services



**Administrative Services**  
**Finance**  
**001-0401-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$327,927	\$402,483	\$402,483	\$242,100	\$322,800	\$432,264
41-20 PART-TIME WAGES	\$0	\$0	\$0	\$0	\$0	\$9,880
41-30 OVERTIME PAY	1,084	1,317	1,317	948	1,264	1,317
41-43 LONGEVITY PAY	5,334	3,860	3,860	3,868	5,157	3,595
41-44 VEHICLE ALLOWANCE	2,850	3,600	3,600	2,400	3,200	3,600
41-45 INCENTIVE-CERTIFICATE PAY	1,200	1,500	1,500	900	1,200	4,200
41-49 CELL PHONE ALLOWANCE	750	1,020	1,020	680	907	1,020
41-90 ACCRUED PAYROLL	22,966	0	0	4,048	5,397	0
42-20 PART-TIME WAGES	10,881	8,632	8,632	8,431	11,241	0
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	26,989	32,315	32,315	18,162	24,216	34,421
47-20 TMRS RETIREMENT FUND	47,643	54,322	54,322	33,446	44,595	58,353
48-10 HEALTH/DENTAL INSURANCE	30,400	39,285	39,285	25,212	33,616	49,486
48-20 LIFE INSURANCE	975	915	915	657	876	938
48-30 DISABILITY INSURANCE	1,588	1,695	1,695	1,104	1,472	1,927
48-40 WORKERS COMP INSURANCE	643	693	693	457	609	898
48-50 EAP SERVICES	402	483	483	270	360	513
48-90 FLEX PLAN ADMINISTRATION	459	519	519	259	345	0
<b>Subtotal of PERSONNEL</b>	<b>\$482,091</b>	<b>\$552,639</b>	<b>\$552,639</b>	<b>\$342,942</b>	<b>\$457,256</b>	<b>\$602,412</b>
51-00 OFFICE SUPPLIES	\$3,517	\$3,400	\$3,400	\$1,500	\$2,000	\$3,501
54-00 OPERATING SUPPLIES	558	1,600	2,258	2,264	3,019	1,647
58-00 OPERATING EQUIPMENT <\$5,000	105	500	500	0	0	515
<b>Subtotal of SUPPLIES</b>	<b>\$4,180</b>	<b>\$5,500</b>	<b>\$6,158</b>	<b>\$3,764</b>	<b>\$5,019</b>	<b>\$5,663</b>
63-00 VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	0	\$0
68-00 EQUIPMENT MAINTENANCE	214	125	125	430	573	129
<b>Subtotal of MAINTENANCE</b>	<b>\$214</b>	<b>\$125</b>	<b>\$125</b>	<b>\$430</b>	<b>\$573</b>	<b>\$129</b>
71-20 AUDIT SERVICES	\$23,684	\$23,665	\$23,665	\$16,402	\$21,869	\$24,365
71-40 CONSULTING SERVICES	0	6,500	6,500	2,000	2,667	6,692
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	2,879	8,605	9,005	3,754	5,005	9,272
74-01 POSTAL AND COURIER SERVICES	2,523	1,550	1,550	1,710	2,280	1,596
74-91/ADVERTISING/PUBLIC NOTICE	0	0	122	122	163	0
74-97 RECRUITMENT ADVERTISING	310	0	0	398	531	0
75-10 TRAINING	4,932	3,125	3,125	2,917	3,889	3,218
75-20 TRAVEL REIMBURSEMENTS	4,337	3,835	3,835	1,823	2,431	3,949
75-30 MEMBERSHIPS	1,193	1,515	1,515	868	1,157	1,560
75-40 PUBLICATIONS	53	0	0	0	0	0
78-00 CONTRACT SERVICES	2,393	500	8,600	705	940	8,855
<b>Subtotal of SERVICES</b>	<b>\$42,304</b>	<b>\$49,295</b>	<b>\$57,917</b>	<b>\$30,699</b>	<b>\$40,932</b>	<b>\$59,507</b>
<b>Totals for FINANCE</b>	<b>\$528,789</b>	<b>\$607,559</b>	<b>\$616,839</b>	<b>\$377,835</b>	<b>\$503,780</b>	<b>\$667,711</b>

**Administrative Services  
Other Administrative Functions  
001-0406-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	0	\$0
74-00 OPERATING SERVICES	2,461	0	4,905	505	673	0
74-01 POSTAL AND COURIER SERVICES	0	0	0	4,400	5,867	0
74-31 TAX APPRAISAL SERVICES	85,749	85,750	85,750	61,721	82,295	89,174
74-32 TAX COLLECTION SERVICES	53,237	62,000	62,000	52,691	70,255	7,500
74-33 PROPERTY TAX REFUND	0	0	1,100,159		0	0
74-91 ADVERTISING/PUBLIC NOTICE	0	0	0	0	0	0
75-40 PUBLICATIONS	0	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$141,447</b>	<b>\$147,750</b>	<b>\$1,252,814</b>	<b>\$119,317</b>	<b>\$159,089</b>	<b>\$96,674</b>
98-71 PROPERTY TAX REFUNDS	\$27,161	\$30,000	\$30,000	\$22,786	\$0	\$56,335
<b>Subtotal of OTHER</b>	<b>\$27,161</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$22,786</b>	<b>\$0</b>	<b>\$56,335</b>
<b>Totals for OTHER ADMIN FUNCTIONS</b>	<b>\$168,608</b>	<b>\$177,750</b>	<b>\$1,282,814</b>	<b>\$142,103</b>	<b>\$159,089</b>	<b>\$153,009</b>

**Administrative Services  
Municipal Court  
001-0409-412**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$192,038	\$199,429	\$199,429	\$143,890	\$191,853	\$241,455
41-20 PART-TIME WAGES	0	10,200	89,657	43	79,514	112,657
41-30 OVERTIME PAY	3,627	7,502	7,502	3,933	5,244	9,105
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,250	3,115	3,115	1,700	2,267	2,150
41-45 INCENTIVE-CERTIFICATE PAY	2,475	2,400	2,400	2,025	2,700	5,400
41-49 CELL PHONE ALLOWANCE	420	420	420	315	420	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	288
42-20 PART-TIME WAGES	25,096	79,457	0	17,788	0	0
42-25 FIXED RATE PAY	50,345	0	0	41,805	0	0
47-10 SOCIAL SECURITY/MEDICARE	20,150	25,921	25,921	15,380	20,507	26,416
47-20 TMRS RETIREMENT FUND	26,145	32,706	32,706	19,928	26,571	33,771
48-10 HEALTH/DENTAL INSURANCE	32,438	38,265	38,265	29,751	39,668	48,584
48-20 LIFE INSURANCE	536	448	448	406	541	556
48-30 DISABILITY INSURANCE	848	830	830	679	905	1,049
48-40 WORKERS COMP INSURANCE	1,286	1,341	1,341	1,016	1,355	1,603
48-50 EAP SERVICES	357	483	483	270	360	744
48-90 FLEX PLAN ADMINISTRATION	102	97	97	73	97	104
<b>Subtotal of PERSONNEL</b>	<b>\$357,113</b>	<b>\$402,614</b>	<b>\$402,614</b>	<b>\$279,002</b>	<b>\$372,002</b>	<b>\$484,302</b>
51-00 OFFICE SUPPLIES	\$6,913	\$7,000	\$7,000	\$5,390	\$7,187	\$14,596
52-00 PERSONNEL SUPPLIES	362	240	240	695	927	506
53-00 VEHICLE SUPPLIES	0	80	80	0	0	165
53-01 FUEL	972	800	800	761	1,015	1,066
54-00 OPERATING SUPPLIES	6,579	7,000	7,000	5,482	7,309	10,502
58-00 OPERATING EQUIPMENT <\$5,000	2,875	0	0	0	0	54
<b>Subtotal of SUPPLIES</b>	<b>\$17,701</b>	<b>\$15,120</b>	<b>\$15,120</b>	<b>\$12,328</b>	<b>\$16,437</b>	<b>\$26,889</b>
63-00 VEHICLE MAINTENANCE	\$70	\$500	\$500	\$1,107	\$1,476	\$1,437
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
<b>Subtotal of MAINTENANCE</b>	<b>\$70</b>	<b>\$500</b>	<b>\$500</b>	<b>\$1,107</b>	<b>\$1,476</b>	<b>\$1,437</b>
72-12 MEDICAL EXAMINATIONS	\$0		\$0	\$0	\$0	\$0
73-11 VEHICLE INSURANCE	380	348	348	285	380	782
73-22 LAW ENFORCEMENT INSURANCE	486	476	476	437	583	1,118
73-50 SURETY BONDS	71	71	71	0	0	146
74-00 OPERATING SERVICES	3,953	6,350	6,350	420	560	6,587
74-01 POSTAL AND COURIER SERVICES	2,632	2,700	2,700	2,788	3,717	5,560
74-97 RECRUITMENT ADVERTISING	36	0	0	0	0	106
75-10 TRAINING	221	905	905	1,371	1,828	1,908
75-20 TRAVEL REIMBURSEMENTS	1,622	3,450	3,450	1,338	1,784	4,597
75-30 MEMBERSHIPS	176	200	200	200	267	246
78-00 CONTRACT SERVICES	12,542	8,000	8,000	13,461	17,948	13,311
78-31 VEHICLE LEASE-INTERNAL	1,860	1,861	1,861	1,861	2,481	3,732
<b>Subtotal of SERVICES</b>	<b>\$23,979</b>	<b>\$24,361</b>	<b>\$24,361</b>	<b>\$22,161</b>	<b>\$29,548</b>	<b>\$38,093</b>
88-00Capital Equipment	\$0	\$0	\$0	\$0	\$0	\$1,500
<b>Subtotal CAPITAL EQUIPMENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,500</b>
<b>Totals for MUNICIPAL COURT</b>	<b>\$398,863</b>	<b>\$442,595</b>	<b>\$442,595</b>	<b>\$314,598</b>	<b>\$419,464</b>	<b>\$552,221</b>

**Administrative Services  
Human Resources  
001-0410-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$176,257	\$150,686	\$150,686	\$131,296	\$175,061	\$157,254
41-30 OVERTIME PAY	1,797	2,573	2,573	2,185	2,913	2,573
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	860	1,145	1,145	1,210	1,613	1,015
41-45 INCENTIVE-CERTIFICATE PAY	1,200	900	900	900	1,200	1,800
41-48 PAY PLAN ADJUSTMENTS	0	0	0	0	0	636,000
41-49 CELL PHONE ALLOWANCE	420	420	420	315	420	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	12,894	11,913	11,913	9,233	12,311	12,347
47-20 TMRS RETIREMENT FUND	23,766	20,438	20,438	17,829	23,772	21,402
48-10 HEALTH/DENTAL INSURANCE	30,780	27,397	27,397	28,204	37,605	37,870
48-20 LIFE INSURANCE	496	343	343	367	489	342
48-30 DISABILITY INSURANCE	776	635	635	615	820	703
48-40 WORKERS COMP INSURANCE	294	258	258	235	313	332
48-50 EAP SERVICES	277	241	241	225	300	228
48-80 UNEMPLOYMENT COMPENSATION	0	10,000	10,000	495	660	10,000
48-90 FLEX PLAN ADMINISTRATION	224	205	205	225	300	0
<b>Subtotal of PERSONNEL</b>	<b>\$250,041</b>	<b>\$227,154</b>	<b>\$227,154</b>	<b>\$193,334</b>	<b>\$257,779</b>	<b>\$882,286</b>
51-00 OFFICE SUPPLIES	\$3,234	\$3,500	\$3,500	\$1,882	\$2,509	\$3,604
52-00 PERSONNEL SUPPLIES	1,365	1,500	1,500	865	1,153	1,544
52-21 5 STAR FUNCTION SUPPLIES	487	1,500	1,500	1,737	2,316	2,059
52-23 STAFF DEV PROG SUPPLIES	3,145	2,400	2,400	985	1,313	2,471
54-00 OPERATING SUPPLIES	3,548	3,500	3,500	2,893	3,857	4,118
58-00 OPERATING EQUIPMENT <\$5,000	3,000	900	900	477	636	927
<b>Subtotal of SUPPLIES</b>	<b>\$14,779</b>	<b>\$13,300</b>	<b>\$13,300</b>	<b>\$8,839</b>	<b>\$11,785</b>	<b>\$14,723</b>
71-40 CONSULTING SERVICES	\$0	\$2,500	\$2,500	\$0	\$0	\$2,574
71-90 OTHER PROFESSIONAL SERVICE	0	0	0	296	395	0
72-12 MEDICAL EXAMINATIONS	0	5,000	5,000	870	1,160	5,148
72-13 DRUG TESTING SERVICES	7,926	0	0	4,870	6,493	0
72-20 PERSONNEL EVENTS/PROGRAMS	7,330	8,000	8,000	6,291	8,388	8,752
72-21 5 STAR FUNCTION SERVICES	7,136	8,200	8,200	7,374	9,832	8,958
72-23 STAFF DEVELOPMENT PROGRAM	5,717	20,000	20,000	3,625	4,833	19,125
74-00 OPERATING SERVICES	1,704	1,000	1,000	0	0	7,030
74-01 POSTAL AND COURIER SERVICES	273	175	175	286	381	360
74-91 ADVERTISING/PUBLIC NOTICE	0	250	250	0	0	257
74-96 CRIMINAL HISTORY SERVICES	8	100	100	16	21	4,103
74-97 RECRUITMENT ADVERTISING	0	3,000	3,000	45	60	3,089
75-10 TRAINING	2,447	2,570	2,570	1,287	1,716	2,780
75-20 TRAVEL REIMBURSEMENTS	1,723	1,500	1,500	1,309	1,745	2,574
75-30 MEMBERSHIPS	687	700	700	595	793	721
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	22,445	21,000	21,000	9,917	13,223	19,562
<b>Subtotal of SERVICES</b>	<b>\$57,396</b>	<b>\$73,995</b>	<b>\$73,995</b>	<b>\$36,781</b>	<b>\$49,041</b>	<b>\$85,033</b>
<b>Totals for HUMAN RESOURCES</b>	<b>\$322,216</b>	<b>\$314,449</b>	<b>\$314,449</b>	<b>\$238,954</b>	<b>\$318,605</b>	<b>\$982,042</b>

**Administrative Services  
Insurance  
001-0411-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
73-13 MOBILE EQUIPMENT	\$0	\$0	\$1,505	\$1,460	\$1,947	\$1,550
73-21 GENERAL LIABILITY	0	0	10,559	10,242	13,656	10,872
73-23 PUBLIC OFFICIAL	0	0	13,943	13,525	18,033	14,356
73-24 CRIME & ACCIDENT COVERAGE	0	0	2,061	1,999	2,665	2,122
73-31 WINDSTORM (GALV CITY)	0	0	90,581	49,266	65,688	93,262
73-32 REAL & PERSONAL PROPERTY	0	0	17,330	23,457	31,276	17,843
73-33 FLOOD	0	0	6,647	246	328	6,844
73-50 SURETY BONDS	0	0	2,245	1,089	1,452	2,311
73-80 PRIOR YEAR INSURANCE	0	0	1,000	0	0	1,030
<b>Subtotal of SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$145,871</b>	<b>\$101,284</b>	<b>\$135,045</b>	<b>\$150,190</b>
<b>TOTALS ASO INSURANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$145,871</b>	<b>\$101,284</b>	<b>\$135,045</b>	<b>\$150,190</b>

**Administrative Services  
Risk Management (General Fund)  
001-0412-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$21,380	\$43,602	\$43,602	\$30,884	41,179	\$45,813
41-30 OVERTIME PAY	383	2,573	2,573	16	21	2,573
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	110	285	285	280	373	345
41-44 VEHICLE ALLOWANCE	1,800	3,600	3,600	2,550	3,400	3,600
41-45 INCENTIVE-CERTIFICATION PAY	338	1,200	1,200	850	1,133	2,400
41-49 CELL PHONE ALLOWANCE	210	420	420	298	397	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	1,855	3,953	3,953	2,676	3,568	4,146
47-20 TMRS RETIREMENT FUND	3,192	6,783	6,783	4,589	6,119	7,187
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	59	99	99	89	119	99
48-30 DISABILITY INSURANCE	92	183	183	148	197	203
48-40 WORKERS COMP INSURANCE	36	77	77	61	81	100
48-50 EAP SERVICES	30	60	60	45	60	57
48-80 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0
48-90 FLEX PLAN ADMINISTRATION	4	0	0	0	0	0
<b>Subtotal of PERSONNEL</b>	<b>\$29,489</b>	<b>\$62,835</b>	<b>\$62,835</b>	<b>\$42,486</b>	<b>\$56,648</b>	<b>\$66,943</b>
51-00 OFFICE SUPPLIES	\$0	\$275	\$275	\$171	\$228	\$541
52-00 PERSONNEL SUPPLIES	0	0	0	255	340	0
54-00 OPERATING SUPPLIES	1,185	950	950	22	29	7,221
58-00 OPERATING EQUIPMENT <\$5,000	338	700	700	0	0	721
<b>Subtotal of SUPPLIES</b>	<b>\$1,523</b>	<b>\$1,925</b>	<b>\$1,925</b>	<b>\$448</b>	<b>\$597</b>	<b>\$8,483</b>
72-20 PERSONNEL EVENTS/PROGRAMS	\$8,001	\$7,200	\$7,200	\$8,029	\$10,705	\$7,207
73-13 MOBILE EQUIPMENT	2,000	1,505	0	0	0	0
73-21 GENERAL LIABILITY	14,964	10,559	0	0	0	0
73-23 PUBLIC OFFICIAL	19,720	13,943	0	0	0	0
73-24 CRIME & ACCIDENT COVERAGE	907	2,061	0	0	0	0
73-31 WINDSTORM (GALV CTY)	35,408	90,581	0	0	0	0
73-32 REAL & PERSONAL PROPERTY	25,096	17,330	0	0	0	0
73-33 FLOOD INSURANCE	355	6,647	0	0	0	0
73-50 SURETY BONDS	914	2,245	0	0	0	0
73-80 PRIOR YEAR INSURANCE	0	1,000	0	0	0	0
73-90 INSURANCE ADMINISTRATION	0	0	0	0	0	0
74-00 OPERATING SERVICES	21	0	0	0	0	7,000
74-94 PERMITS/INSPECTION/TESTNG	150	150	150	150	200	154
75-10 TRAINING	0	500	500	650	867	978
75-20 TRAVEL REIMBURSEMENTS	6	500	500	68	91	412
75-30 MEMBERSHIPS	550	400	400	200	267	309
<b>Subtotal of SERVICES</b>	<b>\$108,092</b>	<b>\$154,621</b>	<b>\$8,750</b>	<b>\$9,097</b>	<b>\$12,129</b>	<b>\$16,060</b>
<b>Totals for RISK MANAGEMENT</b>	<b>\$139,104</b>	<b>\$219,381</b>	<b>\$73,510</b>	<b>\$52,031</b>	<b>\$69,375</b>	<b>\$91,486</b>

**Administrative Services  
Information Technology  
001-0416-419**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$167,071	\$174,043	\$174,043	\$124,712	\$166,283	\$178,373
41-30 OVERTIME PAY	6,363	4,545	4,545	10,091	13,455	4,545
41-43 LONGEVITY PAY	1,050	1,285	1,285	1,270	1,693	845
41-45 INCENTIVE-CERTIFICATE PAY	900	900	900	675	900	1,800
41-49 CELL PHONE ALLOWANCE	1,380	1,380	1,380	1,035	1,380	1,380
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	12,917	13,935	13,935	10,036	13,381	14,080
47-20 TMRS RETIREMENT FUND	23,276	23,908	23,908	18,071	24,095	24,405
48-10 HEALTH/DENTAL INSURANCE	20,430	22,604	22,604	17,540	23,387	22,010
48-20 LIFE INSURANCE	457	395	395	343	457	386
48-30 DISABILITY INSURANCE	731	732	732	576	768	793
48-40 WORKERS COMP INSURANCE	539	561	561	424	565	672
48-50 EAP SERVICES	181	181	181	135	180	171
48-90 FLEX PLAN ADMINISTRATION	58	58	58	61	81	0
<b>Subtotal of PERSONNEL</b>	<b>\$235,353</b>	<b>\$244,527</b>	<b>\$244,527</b>	<b>\$184,969</b>	<b>\$246,625</b>	<b>\$249,460</b>
51-00 OFFICE SUPPLIES	\$663	\$0	\$0	\$383	\$511	\$0
52-00 PERSONNEL SUPPLIES	39	0	0	0	0	0
54-00 OPERATING SUPPLIES	846	3,900	3,900	861	1,148	4,015
57-00 COMPUTER SUPPLIES	14,805	17,110	17,110	9,187	12,249	17,616
58-00 OPERATING EQUIPMENT <\$5,000	14,348	1,325	5,675	3,967	5,289	28,564
<b>Subtotal of SUPPLIES</b>	<b>\$30,701</b>	<b>\$22,335</b>	<b>\$26,685</b>	<b>\$14,398</b>	<b>\$19,197</b>	<b>\$50,195</b>
67-00 COMPUTER EQUIP MAINT	\$45,276	\$76,700	\$76,700	\$55,688	74,251	\$78,970
<b>Subtotal of MAINTENANCE</b>	<b>\$45,276</b>	<b>\$76,700</b>	<b>\$76,700</b>	<b>\$55,688</b>	<b>\$74,251</b>	<b>\$78,970</b>
71-30 ENGINEERING SERVICES	12,645	0	6,000	2,732	\$3,643	\$0
74-00 OPERATING SERVICES	39	0	0	225	\$300	0
74-01 POSTAL AND COURIER SERVICES	62	0	0	75	\$100	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	\$0	0
75-10 TRAINING	7,025	12,435	12,435	1,045	\$1,393	12,803
75-20 TRAVEL REIMBURSEMENTS	5,457	4,135	4,135	1,145	\$1,527	4,257
75-30 MEMBERSHIPS	0	0	0	0	\$0	0
76-12 TELEPHONE/COMMUNICATIONS	1,890	0	0	0	\$0	0
77-10 SOFTWARE LICENSE FEES	7,288	0	76	76	\$101	0
77-20 SOFTWARE SUPPORT SERVICES	146,127	163,260	163,260	147,691	\$196,921	168,092
77-23 SOFTWARE SUBSCRIPTION SRV	300	300	300	0	\$0	309
77-30 INTERNET SERVICES	7,842	11,500	11,500	5,943	\$7,924	11,840
77-50 COMPUTER HARDWARE SUPPORT	120	0	0	0	\$0	0
78-00 CONTRACT SERVICES	9,250	24,000	30,550	11,566	\$15,421	24,710
78-30 RENTAL	37,666	34,000	34,000	32,200	\$42,933	35,006
<b>Subtotal of SERVICES</b>	<b>\$235,711</b>	<b>\$249,630</b>	<b>\$262,256</b>	<b>\$202,698</b>	<b>\$270,264</b>	<b>\$257,017</b>
87-10 COMPUTER SYSTEMS	\$13,589	\$0	\$0	\$0	0	\$0
88-00 CAPITAL EQUIPMENT	78,475	97,400	102,470	49,895	66,527	0
<b>Subtotal of CAPITAL</b>	<b>\$92,064</b>	<b>\$97,400</b>	<b>\$102,470</b>	<b>\$49,895</b>	<b>\$66,527</b>	<b>\$0</b>
<b>Totals for INFORMATION TECHNOLOGY</b>	<b>\$639,105</b>	<b>\$690,592</b>	<b>\$712,638</b>	<b>\$507,648</b>	<b>\$676,864</b>	<b>\$635,642</b>

**Administrative Services  
Utility Billing  
401-0401-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$77,585	\$81,527	\$81,527	\$59,866	\$79,821	\$83,908
41-30 OVERTIME PAY	0	3,072	3,072	0	0	3,072
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	520	855	855	750	1,000	1,035
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATION PAY	300	300	300	225	300	600
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	1,678	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	5,961	6,560	6,560	4,623	6,164	6,653
47-20 TMRS RETIREMENT FUND	10,323	11,255	11,255	7,982	10,643	11,532
48-10 HEALTH/DENTAL INSURANCE	4,217	4,770	4,770	3,503	4,671	4,722
48-20 LIFE INSURANCE	217	184	184	164	219	181
48-30 DISABILITY INSURANCE	344	342	342	275	367	372
48-40 WORKERS COMP INSURANCE	128	142	142	106	141	179
48-50 EAP SERVICES	181	181	181	135	180	171
48-90 FLEX PLAN ADMINISTRATION	35	19	19	15	20	0
<b>Subtotal of PERSONNEL</b>	<b>\$101,489</b>	<b>\$109,207</b>	<b>\$109,207</b>	<b>\$77,644</b>	<b>\$103,525</b>	<b>\$112,425</b>
51-00 OFFICE SUPPLIES	\$5,675	\$600	\$600	\$1,044	\$1,392	\$618
54-00 OPERATING SUPPLIES	898	4,620	4,620	4,693	6,257	4,757
58-00 OPERATING EQUIPMENT <\$5,000	750	300	300	0	0	309
<b>Subtotal of SUPPLIES</b>	<b>\$7,323</b>	<b>\$5,520</b>	<b>\$5,520</b>	<b>\$5,737</b>	<b>\$7,649</b>	<b>\$5,684</b>
68-00 EQUIPMENT MAINTENANCE	\$817	\$125	\$125	\$1,294	\$1,725	\$129
<b>Subtotal of MAINTENANCE</b>	<b>\$817</b>	<b>\$125</b>	<b>\$125</b>	<b>\$1,294</b>	<b>\$1,725</b>	<b>\$129</b>
71-20 AUDIT SERVICES	\$14,516	\$16,500	\$16,500	\$11,398	\$15,197	\$16,988
74-00 OPERATING SERVICES	756	9,462	9,462	564	752	9,742
74-01 POSTAL/ COURIER SERVICES	28,583	24,605	24,605	21,003	28,004	25,333
74-97 RECRUITMENT ADVERTISING	0	0	0	72	0	0
75-10 TRAINING	130	1,200	1,200	0	0	1,236
75-20 TRAVEL REIMBURSEMENTS	128	350	350	121	161	360
78-00 CONTRACT SERVICES	15,487	18,000	18,000	14,877	19,836	18,533
<b>Subtotal of SERVICES</b>	<b>\$59,600</b>	<b>\$70,117</b>	<b>\$70,117</b>	<b>\$48,035</b>	<b>\$63,951</b>	<b>\$72,192</b>
98-10 DEPRECIATION EXPENSE	1,403,280	0	0	0	0	0
98-30 PROVISION FOR UNCOLL A/R	20,826	30,000	30,000	7,938	10,584	30,000
<b>Subtotal of OTHER FINANCING USES</b>	<b>\$1,424,106</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$7,938</b>	<b>\$10,584</b>	<b>\$30,000</b>
<b>Totals for UTILITIY BILLING</b>	<b>\$1,593,335</b>	<b>\$214,969</b>	<b>\$214,969</b>	<b>\$140,648</b>	<b>\$187,435</b>	<b>\$220,430</b>

**Administrative Services  
Insurance (Water and Sewer Fund)  
401-0411-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
73-13 MOBILE EQUIPMENT	\$0	\$0	\$805	\$781	\$1,041	\$829
73-21 GENERAL LIABILITY	0	0	7,040	6,829	9,105	7,248
73-23 PUBLIC OFFICIAL	0	0	9,007	8,737	11,649	9,274
73-24 CRIME & ACCIDENT COVERAGE	0	0	1,557	1,510	2,013	1,603
73-31 WINDSTORM (GALV CITY)	0	0	60,388	29,244	38,992	62,175
73-32 REAL & PERSONAL PROPERTY	0	0	11,305	19,103	25,471	11,640
73-33 FLOOD	0	0	8,389	369	492	8,637
<b>Subtotal of SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$98,491</b>	<b>\$66,573</b>	<b>\$88,764</b>	<b>\$101,406</b>
<b>TOTALS ASO INSURANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$98,491</b>	<b>\$66,573</b>	<b>\$88,764</b>	<b>\$101,406</b>

**Administrative Services  
Risk Management (Water and Sewer Fund)  
401-0412-415**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$20,948	\$0	\$0	\$199	\$199	\$0
41-30 OVERTIME PAY	383	0	0	16	16	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	110	0	0	0	0	0
41-44 VEHICLE ALLOWANCE	1,800	0	0	150	150	0
41-45 INCENTIVE-CERTIFICATION PAY	338	0	0	50	50	0
41-48 PAY PLAN ADJUSTMENTS	0	0	0	0	0	30,000
41-49 CELL PHONE ALLOWANCE	210	0	0	18	18	0
41-90 ACCRUED PAYROLL	1744-	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	1,819	0	0	18	18	0
47-20 TMRS RETIREMENT FUND	3,130	0	0	31	31	0
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	59	0	0	0	0	0
48-30 DISABILITY INSURANCE	92	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	36	0	0	0	0	0
48-50 EAP SERVICES	30	0	0	0	0	0
48-90 FLEX PLAN ADMINISTRATION	4	0	0	0	0	0
<b>Subtotal of PERSONNEL</b>	<b>\$27,215</b>	<b>\$0</b>	<b>\$0</b>	<b>\$482</b>	<b>\$482</b>	<b>\$30,000</b>
51-00 OFFICE SUPPLIES	\$0	\$100	\$100	\$29	\$39	\$309
52-00 PERSONNEL SUPPLIES	0	0	0	127	169	0
54-00 OPERATING SUPPLIES	308	125	125	0	0	129
58-00 OPERATING EQUIPMENT <\$5,000	866	800	800	153	204	618
<b>Subtotal of SUPPLIES</b>	<b>\$1,174</b>	<b>\$1,025</b>	<b>\$1,025</b>	<b>\$309</b>	<b>\$412</b>	<b>\$1,056</b>
72-20 PERSONNEL EVENTS/PROGRAMS	\$1,070	\$3,800	\$3,800	\$260	\$347	\$3,912
73-13 MOBILE EQUIPMENT	1,069	805	0	0	0	0
73-21 GENERAL LIABILITY	9,976	7,040	0	0	0	0
73-23 PUBLIC OFFICIAL	13,147	9,007	0	0	0	0
73-24 CRIME & ACCIDENT COVERAGE	885	1,557	0	0	0	0
73-31 WINDSTORM (GALV CITY)	23,287	60,388	0	0	0	0
73-32 REAL & PERSONAL PROPERTY	16,731	11,305	0	0	0	0
73-33 FLOOD	237	8,389	0	0	0	0
75-10 TRAINING	379	2,300	2,300	1,144	1,525	2,368
75-20 TRAVEL REIMBURSEMENTS	0	160	160	113	151	165
75-30 MEMBERSHIPS	465	300	300	0	0	309
<b>Subtotal of SERVICES</b>	<b>\$67,246</b>	<b>\$105,051</b>	<b>\$6,560</b>	<b>\$1,517</b>	<b>\$2,023</b>	<b>\$6,754</b>
<b>Totals for RISK MANAGEMENT</b>	<b>\$95,635</b>	<b>\$106,076</b>	<b>\$7,585</b>	<b>\$2,308</b>	<b>\$2,917</b>	<b>\$37,810</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.

## Current Operations

### Operations

The purpose of the community-oriented policing program is to provide immediate police service, criminal investigations and collaborative problem solving initiatives so the community can feel safe and be safe.

- First Response-This activity is mandated by Art. 2.13, Code of Criminal Procedure. 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 minimize 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. Programs in the category include the Commercial Vehicle Inspection program and the Texas Department of Transportation Selective Traffic Enforcement program.
- Detain and House Prisoners-Detain prisoners in locked cells while awaiting a judge or transfer to another 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.

## Criminal Investigations

The purpose of 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.

- 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.
- 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, 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

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. Also provided are information resources, as well as administrative and fiscal support to police department employees so they can perform their jobs safely and effectively. In addition, ethical, professional direction and training is provided to employees so that they can perform their duties according to guiding principles. 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.
- Special Operations-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.
- Administration-Manage all police programs to optimize efficiency and provide effective delivery of services. Manage 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 of misconduct and ensuing investigations, as well as City administrative issues. 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 prior to applying for grants.

- Recruiting and Training-Program recruits police officer 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 information to the public so they will have trust and confidence in internal affairs investigations.
- 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 Budget

The budget includes the personnel, equipment, and supplies to provide public safety services and achieve the goals and objectives of the department.

### Maintain Commitment to Public Safety

The City has a police service-staffing ratio of 1.5 officers per 1,000 residents. The FY 2008 budget includes \$152,194 to add two officer positions to maintain this staffing ratio. This amount includes the necessary equipment and salary for two full time sworn police officers. Regional police academies and local college campuses are being heavily recruited to fill these new positions as well as any vacancies expected to occur through attrition during the fiscal year. These sworn positions will be deployed to the patrol division to provide adequate staffing for population growth. The officers will be added with the goal of achieving a decrease in response time and an increase in community specific problem solving effort. Also included in the budget is one addition to the police fleet to accommodate the hiring of the two new police officers. This will continue the current factor of two officers per police car. Funding includes the base police cruiser, emergency equipment and technology, in car video, radar, 800 MHz radio, insurance, vehicle supplies and fuel costs estimated at \$56,724.

There is currently a staff of three animal control officers in the Animal Control Division. The FY 2008 budget includes \$42,468 to add one animal control officer to the division. This amount includes the necessary equipment and salary for one entry-level part-time animal control officer. The Animal Control Division has seen a marked increase in requests for service and administrative requirements involved in bite cases and administrative proceedings dealing with dangerous and vicious animals.

**Continuation of Mandated Services**

The Crime Victim Assistance Program will be funded for an eighth year by a federal grant through the Governor's Office. The total grant award is in the amount of \$42,800.

Equipment maintenance and vehicle maintenance costs are not sufficient to cover expected costs. This will require aggressive system improvements in the way vehicles are serviced. Reductions in other areas may be necessary to cover the deficit. The increased costs of doing business have been passed off to the end user causing maintenance prices to increase. Budget increases in these areas are necessary. The police services field requires mobility and has an ever increasing demand for technology. This increased technology has caused maintenance costs to rise. Many of these technological advancements are mandated by State Law such as the in-car video cameras for racial profiling.

**Capital Replacement and Additional Equipment**

The budget contains critical equipment (both capital and non capital items). Equipment for new positions (one marked patrol car, uniforms, radios, etc.) is included in the funding related to adding two new police officers. The budget includes funding for replacement vehicles from the Vehicle Replacement Fund. Based on annual mileage of 25,000 per vehicle, there will be a need to replace five marked patrol vehicles; at time of replacement each vehicle will have approximately 90,000 miles. As part of the Vehicle Replacement Fund, the department replaces emergency light and sound equipment, speed measuring devices, in-car video cameras and mobile data terminals in marked patrol cars every six to eight years; making this equipment last through two lifecycles.

**Alternative Revenue Streams**

Victims of Crime Act Grant, LEOSE Training Allocation, Texas Department of Transportation Selective Traffic Enforcement Program, and Bulletproof Vest Partnership Act, 50/50 cost sharing with Friendswood Independent School District for two school resource officers, Friendswood Independent School District school zone coverage and security fees, 50/50 cost sharing with Clear Creek Independent School District for five school crossing guards, Texas Department of Public Safety Commercial Vehicle Inspection program, partnership with the Drug Enforcement Administration-Galveston Resident Office Task Force and the FBI Safe Streets Task Force.

**Other Committed Costs**

With the opening of the new public safety building, the City has added two additional maintenance contracts—Motorola and Breath Alcohol Testing Technical Supervisors, Inc. (BAT TS). The maintenance contract with Motorola is for the Live Scan (automated fingerprint identification system). It has an annual fee of \$4,475. As part of the City's agreement with Harris County to connect to their system, the City must maintain and pay all maintenance costs relating to hardware and software. The maintenance contract with Breath Alcohol Testing Technical Supervisors, Inc. is for the Intoxilyzer (breath alcohol testing machine). It has an annual fee of \$7,800. The City signed an agreement with BAT TS to perform services related to the inspection, certification, calibration and operation of the Intoxilyzer instrument as required by the Texas Department of Public Safety.

**Departmental Goals and Measures:**

**Goal 1 (linked to City Goals 5 & 6)**

Provide quality police services to our community.

Objectives:

- Achieve full staffing levels.
- Continue to recruit and train quality personnel at all levels.
- Maintain emergency response time of less than 5 minutes.
- Meet increased workload by increasing staff in patrol by two officers.
- Respond proactively to community concerns.

Performance Measures:

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Sworn peace officers per 1,000 residents	1.4	1.4	1.5	1.5
Minority Representation on force	17%	20%	27%	25%
Emergency Response Time	0:03:48	0:03:46	0:03:57	0:04:00
Total Part I UCR Index Crime	473	535	550	550
Crimes per 1,000 residents	13.80	15.29	15.30	15.10
Arrests related to drug activity	184	334	384	400

Trend: The commitment to full staffing will assist in the reduction of violent and property crime rates and contributes to the fulfillment of the city’s vision to maintain one of the lowest crime rates in Texas. Recruitment activities, the personnel function and professional standards are monitored to ensure alignment with organizational values. The Department is participating in a regional drug task force to address drug and drug-related crime within the City and adjacent communities. More recently, a partnership with the FBI Safe Streets Task Force was developed to address large scale investigations including economic and fraud-related crime.

**Goal 2 (linked to City Goal 5)**

Continue to improve the safety of our streets and efficient movement of vehicles.

Objectives:

- Continue to use traffic accident statistics to analyze hazardous intersections and roadways to determine enforcement action.
- Analyze statistical data gathered on types of traffic infractions issued and locations to direct future enforcement actions and programs.

Performance Measures:

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Number of Fatal Accidents	0	0	0	0
Number of Injury Accidents	103	122	124	128
Number of Non-Injury Accidents	320	361	360	378
Accident where Speed was a factor	142	170	144	151
Accidents where Alcohol was a factor	28	22	28	29
Driving While Intoxicated Arrests	166	237	300	315

Trend: The most frequently identified traffic safety concerns are speed over the posted limits, speeding trucks and risks to children playing. The department uses radar traffic enforcement, a citizen radar loan program and a commercial vehicle roadside inspection program to address traffic safety issues. Texas Department of Transportation grant funds may be available to conduct concentrated traffic enforcement activities in locations that annually produce the highest incidents of traffic accidents within the City.

**Goal 3 (linked to City Goals 5 & 6)**

Actively involve residents and the business community in crime prevention and promoting community safety awareness.

Objectives:

- Continue the effective use of volunteers to enhance service to the community.
- Involve members of the public to aid the police department in its crime fighting efforts.
- Record, disseminate and preserve all offense, accident and arrest reports generated the police department.
- Coordinate the recordkeeping archives of the police department and work with the city secretary’s office in records management of police records so that information is provided to the public and the media that is accurate, relevant and informative.

Performance Measures:

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Number of Incident Reports	2087	2616	2656	2700
Number of open records requests processed	857	1006	936	933
Number of press releases	146	166	128	146

Trend: The Department has implemented strategies and outreach efforts to educate members of the community about their role in public safety while continually evaluating personnel and programs for their effectiveness in meeting community expectations and demand for services.

**Police  
Department Summary**

**EXPENDITURE BY DIVISION**

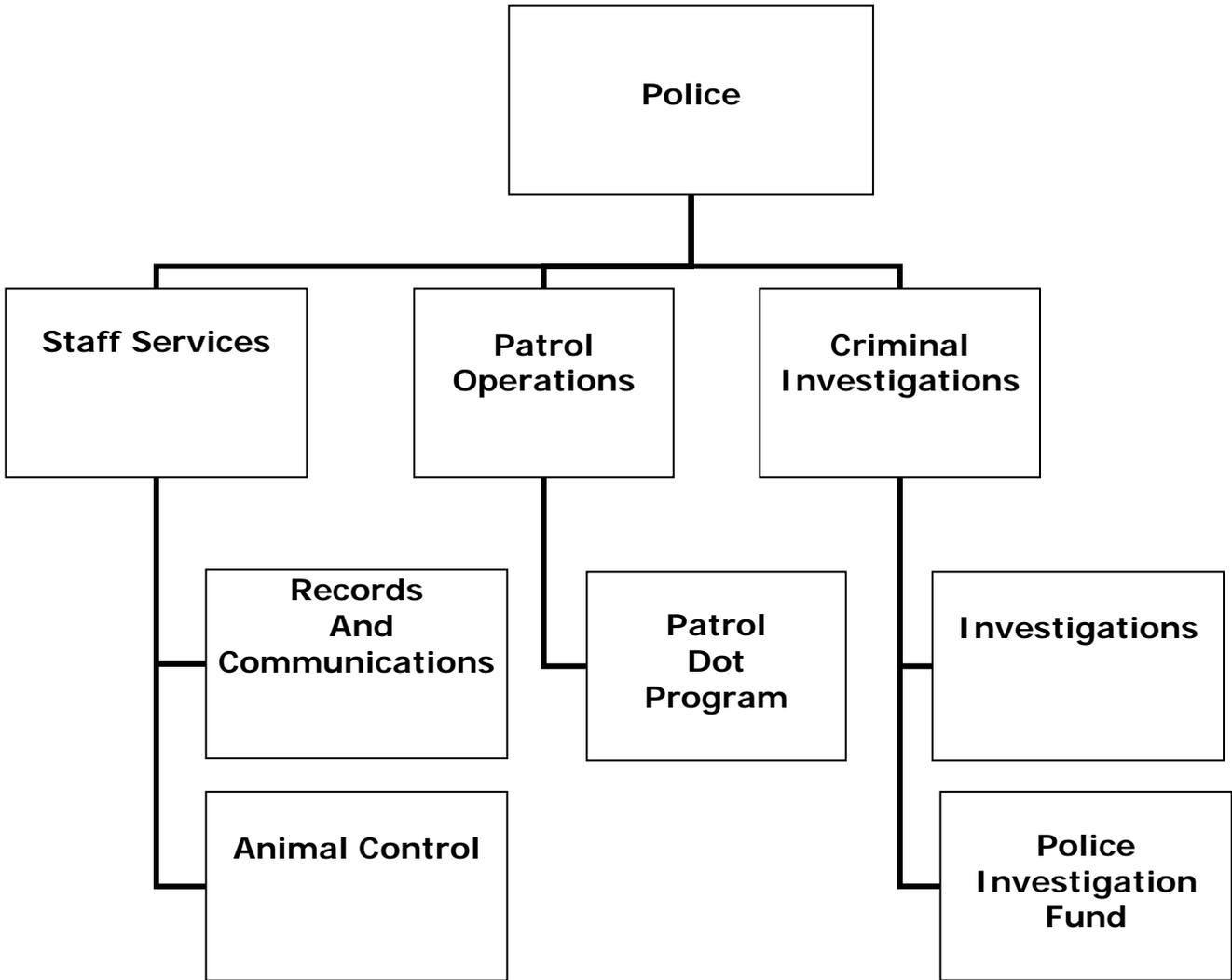
Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration	435,001	446,605	736,499	512,765	683,687	767,851	71.9%
Communications	698,325	771,774	771,774	542,847	723,796	779,366	1.0%
Patrol	3,095,620	3,422,004	3,182,317	2,282,587	3,043,449	3,555,072	3.9%
Patrol DoT	64,033	71,295	71,698	47,523	63,364	71,611	0.4%
Criminal Investigations	928,710	945,242	945,242	693,695	924,927	981,298	3.8%
Animal Control	173,304	175,592	175,592	138,063	184,084	228,486	30.1%
<b>Department Total</b>	<b>\$5,394,993</b>	<b>\$5,832,512</b>	<b>\$5,883,122</b>	<b>\$4,217,480</b>	<b>\$5,623,307</b>	<b>\$6,383,684</b>	<b>111.2%</b>

**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	4,677,056	5,079,992	5,122,620	3,635,829	4,847,772	5,475,232	7.8%
Supplies	275,909	259,212	264,748	185,095	246,794	320,286	23.6%
Maintenance	129,051	104,781	104,781	63,851	85,135	123,143	17.5%
Services	312,977	348,287	350,733	332,705	443,606	379,436	8.9%
Capital Outlay	0	40,240	40,240	0	0	85,587	N/A
<b>Department Total</b>	<b>\$5,394,993</b>	<b>\$5,832,512</b>	<b>\$5,883,122</b>	<b>\$4,217,480</b>	<b>\$5,623,307</b>	<b>\$6,383,684</b>	<b>57.8%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration	4.0	4.0	4.0	4.0	4.0	8.0	100.0%
Communications	12.7	13.7	13.7	13.7	13.7	13.6	-0.3%
Patrol	40.4	41.9	41.9	41.9	41.9	46.8	11.7%
Patrol DoT	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Criminal Investigations	11.0	11.0	11.0	11.0	11.0	11.0	0.0%
Animal Control	3.0	3.0	3.0	3.0	3.0	3.5	16.7%
<b>Department Total</b>	<b>72.1</b>	<b>74.6</b>	<b>74.6</b>	<b>74.6</b>	<b>74.6</b>	<b>83.9</b>	<b>12.6%</b>



**Police  
Administration  
001-2101-421**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$284,231	\$293,178	\$470,360	\$332,673	\$443,564	\$490,173
41-30 OVERTIME PAY	9,293	2,356	27,470	16,789	22,385	27,470
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,265	4,520	5,830	5,795	7,727	6,310
41-45 INCENTIVE-CERTIFICATE PAY	1,500	1,500	2,400	1,725	2,300	3,600
41-49 CELL PHONE ALLOWANCE	2,400	2,400	2,820	2,430	3,240	3,240
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	22,409	23,253	36,929	26,463	35,284	39,784
47-20 TMRS RETIREMENT FUND	39,742	39,894	63,369	47,223	62,964	68,958
48-10 HEALTH/DENTAL INSURANCE	22,124	24,613	52,192	38,703	51,604	54,433
48-20 LIFE INSURANCE	787	664	1,059	922	1,229	1,055
48-30 DISABILITY INSURANCE	1,258	1,230	1,961	1,543	2,057	2,167
48-40 WORKERS COMP INSURANCE	4,684	4,764	8,151	6,018	8,024	9,863
48-50 EAP SERVICES	241	241	482	346	461	456
48-90 FLEX PLAN ADMINISTRATION	130	122	199	149	199	199
<b>Subtotal of PERSONNEL</b>	<b>\$393,064</b>	<b>\$398,735</b>	<b>\$673,222</b>	<b>\$480,779</b>	<b>\$641,039</b>	<b>\$707,708</b>
51-00 OFFICE SUPPLIES	\$1,434	\$3,585	\$3,975	\$1,461	\$1,948	\$4,091
52-00 PERSONNEL SUPPLIES	1,251	1,675	4,950	674	899	5,094
53-00 VEHICLE SUPPLIES	136	918	918	0	0	944
53-01 FUEL	4,201	7,025	7,025	2,572	3,429	3,120
54-00 OPERATING SUPPLIES	679	1,150	4,325	1,897	2,529	4,451
58-00 OPERATING EQUIPMENT <\$5,000	2,439	1,086	3,786	536	715	3,896
<b>Subtotal of SUPPLIES</b>	<b>\$10,140</b>	<b>\$15,439</b>	<b>\$24,979</b>	<b>\$7,140</b>	<b>\$9,520</b>	<b>\$21,596</b>
63-00 VEHICLE MAINTENANCE	\$5,367	\$2,445	\$2,445	\$1,960	\$2,613	\$2,516
68-00 EQUIPMENT MAINTENANCE	129	800	800	70	93	824
<b>Subtotal of MAINTENANCE</b>	<b>\$5,496</b>	<b>\$3,245</b>	<b>\$3,245</b>	<b>\$2,030</b>	<b>\$2,707</b>	<b>\$3,340</b>
71-40 CONSULTING SERVICES	\$3,955	\$811	\$2,311	\$1,590	\$2,120	\$2,378
73-11 VEHICLE INSURANCE	1,491	1,342	1,342	1,027	1,369	850
73-22 LAW ENFORCEMENT INSURANCE	1,944	1,542	3,486	1,417	1,889	3,620
74-00 OPERATING SERVICES	1,685	1,670	2,250	2,221	2,961	2,316
74-01 POSTAL AND COURIER SERVICES	1,670	1,155	1,155	1,208	1,611	1,188
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIM	1,500	0	0	0	0	0
75-10 TRAINING	318	845	2,160	369	492	2,223
75-20 TRAVEL REIMBURSEMENTS	1,419	1,000	1,468	509	679	1,510
75-30 MEMBERSHIPS	931	940	1,000	460	613	1,030
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	18	24	0
78-30 RENTAL	3,221	7,231	7,231	1,347	1,796	7,442
78-31 VEHICLE LEASE-INTERNAL	8,167	12,650	12,650	12,650	16,867	12,650
<b>Subtotal of SERVICES</b>	<b>\$26,301</b>	<b>\$29,186</b>	<b>\$35,053</b>	<b>\$22,816</b>	<b>\$30,421</b>	<b>\$35,207</b>
<b>Totals for ADMINISTRATION</b>	<b>\$435,001</b>	<b>\$446,605</b>	<b>\$736,499</b>	<b>\$512,765</b>	<b>\$683,687</b>	<b>\$767,851</b>

**Police  
Communications  
001-2110-421**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$418,773	\$483,952	\$483,952	\$331,195	\$441,593	\$499,713
41-30 OVERTIME PAY	53,433	31,381	31,381	31,302	41,736	31,381
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,870	5,590	5,590	4,980	6,640	6,095
41-45 INCENTIVE-CERTIFICATE PAY	5,925	5,700	5,700	4,450	5,933	12,600
41-49 CELL PHONE ALLOWANCE	1,050	1,260	1,260	945	1,260	1,260
41-90 ACCRUED PAYROLL	14,573	0	0	0	0	0
42-20 PART-TIME WAGES	12,052	22,489	22,489	27,464	36,619	22,489
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	37,930	41,998	41,998	29,685	39,580	43,264
47-20 TMRS RETIREMENT FUND	65,499	69,090	69,090	51,586	68,781	72,009
48-10 HEALTH/DENTAL INSURANCE	52,718	81,517	81,517	45,506	60,675	60,604
48-20 LIFE INSURANCE	1,172	1,103	1,103	967	1,289	1,079
48-30 DISABILITY INSURANCE	1,847	2,057	2,057	1,616	2,155	2,216
48-40 WORKERS COMP INSURANCE	804	1,439	1,439	669	892	1,096
48-50 EAP SERVICES	689	965	965	634	845	912
48-90 FLEX PLAN ADMINISTRATION	283	360	360	224	299	0
<b>Subtotal of PERSONNEL</b>	<b>\$672,618</b>	<b>\$748,901</b>	<b>\$748,901</b>	<b>\$531,223</b>	<b>\$708,297</b>	<b>\$754,718</b>
51-00 OFFICE SUPPLIES	\$2,652	\$2,588	\$2,588	\$2,174	\$2,899	\$2,664
52-00 PERSONNEL SUPPLIES	3,021	2,623	2,623	1,075	1,433	2,700
54-00 OPERATING SUPPLIES	1,421	1,697	1,697	914	1,219	1,746
58-00 OPERATING EQUIPMENT <\$5,000	1,813	1,655	1,655	718	957	1,703
58-01 EMERGENCY - EQUIPMENT	0	0	0	0	0	0
<b>Subtotal of SUPPLIES</b>	<b>\$8,907</b>	<b>\$8,563</b>	<b>\$8,563</b>	<b>\$4,881</b>	<b>\$6,508</b>	<b>\$8,813</b>
68-00 EQUIPMENT MAINTENANCE	\$3,851	\$3,793	\$3,793	\$981	\$1,308	\$3,903
<b>Subtotal of MAINTENANCE</b>	<b>\$3,851</b>	<b>\$3,793</b>	<b>\$3,793</b>	<b>\$981</b>	<b>\$1,308</b>	<b>\$3,903</b>
73-50 SURETY BONDS	\$213	\$310	\$310	\$142	\$189	\$319
74-00 OPERATING SERVICES	630	438	438	248	331	348
74-01 POSTAL / COURIER SERVICES	0	0	0	120	160	103
74-97 RECRUITMENT ADVERTISING	72	513	513	0	0	528
75-10 TRAINING	3,133	2,500	2,500	2,200	2,933	3,114
75-20 TRAVEL REIMBURSEMENTS	3,502	2,400	2,400	2,296	3,061	2,470
75-30 MEMBERSHIPS	380	398	398	431	575	410
76-12 TELEPHONE/ COMMUNICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	5,019	3,500	3,500	188	251	4,168
78-30 RENTAL	0	458	458	137	183	472
<b>Subtotal of SERVICES</b>	<b>\$12,949</b>	<b>\$10,517</b>	<b>\$10,517</b>	<b>\$5,762</b>	<b>\$7,683</b>	<b>\$11,932</b>
<b>Totals for COMMUNICATIONS</b>	<b>\$698,325</b>	<b>\$771,774</b>	<b>\$771,774</b>	<b>\$542,847</b>	<b>\$723,796</b>	<b>\$779,366</b>

**Police  
Patrol  
001-2120-421**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$1,531,667	\$1,709,352	\$1,557,949	\$1,023,365	\$1,364,487	\$1,686,111
41-20 PART-TIME WAGES	8,249	36,096	36,096	24,009	32,012	107,629
41-30 OVERTIME PAY	300,525	242,768	222,428	233,820	311,760	241,522
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	12,011	13,510	12,230	10,787	14,383	12,175
41-45 INCENTIVE-CERTIFICATE PAY	12,300	12,300	11,850	9,250	12,333	31,200
41-49 CELL PHONE ALLOWANCE	3,850	3,815	3,395	3,060	4,080	4,080
41-50 CLOTHING ALLOWANCE	600	0	0	300	400	800
41-90 ACCRUED PAYROLL	9,193	0	184	2,382	3,176	736
42-20 PART-TIME WAGES	53,550	107,652	107,652	46,772	62,363	0
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	141,435	161,351	149,575	98,553	131,404	155,652
47-20 TMRS RETIREMENT FUND	247,271	262,672	242,615	170,036	226,715	255,552
48-10 HEALTH/DENTAL INSURANCE	228,245	282,207	259,637	194,652	259,536	345,127
48-20 LIFE INSURANCE	4,280	3,880	3,523	2,967	3,956	3,622
48-30 DISABILITY INSURANCE	6,825	7,203	6,556	4,967	6,623	7,460
48-40 WORKERS COMP INSURANCE	33,682	38,171	35,281	23,385	31,180	41,871
48-50 EAP SERVICES	2,168	2,293	2,082	1,585	2,113	2,571
48-90 FLEX PLAN ADMINISTRATION	851	907	862	607	809	894
<b>Subtotal of PERSONNEL</b>	<b>\$2,596,702</b>	<b>\$2,884,177</b>	<b>\$2,651,915</b>	<b>\$1,850,497</b>	<b>\$2,467,329</b>	<b>\$2,897,002</b>
51-00 OFFICE SUPPLIES	\$4,369	\$3,794	\$3,631	\$1,837	\$2,449	\$4,581
52-00 PERSONNEL SUPPLIES	49,559	29,978	28,284	18,577	24,769	33,804
53-00 VEHICLE SUPPLIES	1,063	1,076	1,076	352	469	3,108
53-01 FUEL	98,291	86,474	86,474	73,152	97,536	112,011
54-00 OPERATING SUPPLIES	30,929	30,955	29,508	21,296	28,395	30,457
55-01 EMERGENCY - MATERIALS	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	13,232	26,352	25,652	20,617	27,489	32,341
<b>Subtotal of SUPPLIES</b>	<b>\$197,443</b>	<b>\$178,629</b>	<b>\$174,625</b>	<b>\$135,831</b>	<b>\$181,108</b>	<b>\$216,302</b>
63-00 VEHICLE MAINTENANCE	\$70,499	\$56,318	\$56,318	\$46,049	\$61,399	\$62,536
64-00 OPERATING MAINTENANCE	5,994	2,500	2,500	0	0	2,058
68-00 EQUIPMENT MAINTENANCE	21,401	23,000	23,000	10,431	13,908	35,946
<b>Subtotal of MAINTENANCE</b>	<b>\$97,894</b>	<b>\$81,818</b>	<b>\$81,818</b>	<b>\$56,480</b>	<b>\$75,307</b>	<b>\$100,540</b>
72-12 MEDICAL EXAMINATIONS	\$9	\$0	\$0	\$0	\$0	\$0
73-11 VEHICLE INSURANCE	10,157	9,525	9,525	9,097	12,129	10,576
73-22 LAW ENFORCEMENT INS	17,494	14,930	13,287	13,716	18,288	17,564
73-40 ANIMAL MORTALITY INS	180	670	670	650	867	690
74-00 OPERATING SERVICES	5,691	5,671	5,216	12,110	16,147	5,812
74-01 POSTAL /COURIER SERVICES	232	0	0	549	732	515
74-97 RECRUITMENT ADVERTISING	624	496	496	666	888	511
74-98 JUDGMENTS & DAMAGE CLAIM	500	0	0	1,500	2,000	0
75-10 TRAINING	10,833	12,600	11,630	8,593	11,457	14,537
75-20 TRAVEL REIMBURSEMENTS	6,205	4,560	4,267	3,537	4,716	4,911
75-30 MEMBERSHIPS	245	839	779	534	712	802
75-40 PUBLICATIONS	42	0	0	0	0	0
76-12 PHONE/COMMUNICATIONS	1,152	0	0	0	0	0
78-30 RENTAL	770	0	0	978	1,304	0
78-31 VEHICLE LEASE-INTERNAL	149,447	187,849	187,849	187,849	250,465	199,723
<b>Subtotal of SERVICES</b>	<b>\$203,581</b>	<b>\$237,140</b>	<b>\$233,719</b>	<b>\$239,779</b>	<b>\$319,705</b>	<b>\$255,641</b>
83-00 VEHICLE EQUIPMENT	\$0	\$12,496	\$12,496	\$0	\$0	\$35,535
88-00 CAPITAL EQUIPMENT	0	27,744	27,744	0	0	50,052
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$40,240</b>	<b>\$40,240</b>	<b>\$0</b>	<b>\$0</b>	<b>\$85,587</b>
<b>Totals for PATROL</b>	<b>\$3,095,620</b>	<b>\$3,422,004</b>	<b>\$3,182,317</b>	<b>\$2,282,587</b>	<b>\$3,043,449</b>	<b>\$3,555,072</b>

**Police  
Patrol Dot  
001-2125-421**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$37,218	\$39,114	\$39,446	\$27,787	\$37,049	\$42,591
41-30 OVERTIME PAY	1,095	3,796	3,796	2,397	3,196	3,796
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	150	215	215	210	280	275
41-91 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,729	3,299	3,320	2,216	2,955	3,521
47-20 TMRS RETIREMENT FUND	5,062	5,660	5,703	3,987	5,316	6,103
48-10 HEALTH/DENTAL INSURANCE	6,320	7,019	7,019	3,293	4,391	344
48-20 LIFE INSURANCE	91	89	89	65	87	92
48-30 DISABILITY INSURANCE	145	165	165	109	145	190
48-40 WORKERS COMP INSURANCE	695	810	817	530	707	1,029
48-50 EAP SERVICES	53	60	60	37	49	57
48-90 FLEX PLAN ADMINISTRATION	17	19	19	12	16	19
<b>Subtotal of PERSONNEL</b>	<b>\$53,575</b>	<b>\$60,246</b>	<b>\$60,649</b>	<b>\$40,643</b>	<b>\$54,191</b>	<b>\$58,017</b>
51-00 OFFICE SUPPLIES	\$0	\$150	\$150	\$0	\$0	\$154
52-00 PERSONNEL SUPPLIES	225	481	481	0	0	495
53-00 VEHICLE SUPPLIES	370	500	500	0	0	515
53-01 FUEL	3,568	3,098	3,098	2,866	3,821	5,427
54-00 OPERATING SUPPLIES	444	100	100	43	57	103
58-00 OPERATING EQUIPMENT <\$5,000	0	500	500	0	0	515
<b>Subtotal of SUPPLIES</b>	<b>4,607</b>	<b>4,829</b>	<b>4,829</b>	<b>2,909</b>	<b>3,879</b>	<b>7,209</b>
63-00 VEHICLE MAINTENANCE	979	854	854	0	\$0	\$878
68-00 EQUIPMENT MAINTENANCE	281	0	0	0	0	0
<b>Subtotal of MAINTENANCE</b>	<b>1,260</b>	<b>854</b>	<b>854</b>	<b>0</b>	<b>0</b>	<b>878</b>
73-11 VEHICLE INSURANCE	\$610	\$532	\$532	\$457	\$609	\$627
73-22 LAW ENFORCEMENT	0	0	0	0	0	0
74-00 OPERATING SERVICES	0	335	335	0	0	345
74-01 POSTAL AND COURIER SERVICES	0	0	0	0	0	0
75-10 TRAINING	0	200	200	0	0	206
75-20 TRAVEL REIMBURSEMENTS	177	500	500	0	0	515
75-40 PUBLICATIONS	0	550	550	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	555	0	0	265	353	565
78-31 VEHICLE LEASE-INTERNAL	3,249	3,249	3,249	3,249	4,332	3,249
<b>Subtotal of SERVICES</b>	<b>\$4,591</b>	<b>\$5,366</b>	<b>\$5,366</b>	<b>\$3,971</b>	<b>\$5,295</b>	<b>\$5,507</b>
<b>Totals for PATROL-DOT PROGRAM</b>	<b>\$64,033</b>	<b>\$71,295</b>	<b>\$71,698</b>	<b>\$47,523</b>	<b>\$63,364</b>	<b>\$71,611</b>

**Police  
Criminal Investigations Division  
001-2130-421**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$503,394	\$545,429	\$545,429	\$365,037	\$486,716	\$553,234
41-30 OVERTIME PAY	61,014	49,023	49,023	47,769	63,692	49,023
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	6,155	5,775	5,775	5,675	7,567	4,685
41-45 INCENTIVE-CERTIFICATE PAY	4,700	4,200	4,200	3,350	4,467	9,600
41-49 CELL PHONE ALLOWANCE	4,315	4,980	4,980	3,195	4,260	4,440
41-50 CLOTHING ALLOWANCE	5,700	8,000	8,000	6,100	8,133	8,400
41-90 ACCRUED PAYROLL	15,437	0	0	23,057	30,743	0
47-10 SOCIAL SECURITY/MEDICARE	43,787	47,154	47,154	33,038	44,051	47,243
47-20 TMRS RETIREMENT FUND	79,228	80,872	80,872	59,424	79,232	81,888
48-10 HEALTH/DENTAL INSURANCE	77,253	81,283	81,283	59,078	78,771	89,990
48-20 LIFE INSURANCE	1,401	1,237	1,237	1,036	1,381	1,191
48-30 DISABILITY INSURANCE	2,220	2,306	2,306	1,738	2,317	2,447
48-40 WORKERS COMP INSURANCE	10,255	10,623	10,623	7,675	10,233	12,520
48-50 EAP SERVICES	626	664	664	470	627	627
48-90 FLEX PLAN ADMINISTRATION	296	385	385	209	279	321
<b>Subtotal of PERSONNEL</b>	<b>\$815,781</b>	<b>\$841,931</b>	<b>\$841,931</b>	<b>\$616,851</b>	<b>\$822,468</b>	<b>\$865,609</b>
51-00 OFFICE SUPPLIES	\$3,440	\$3,740	\$3,740	\$2,435	\$3,247	\$3,335
52-00 PERSONNEL SUPPLIES	1,203	1,273	1,273	402	536	1,311
53-00 VEHICLE SUPPLIES	0	50	50	297	396	1,080
53-01 FUEL	27,863	20,990	20,990	18,786	25,048	30,550
54-00 OPERATING SUPPLIES	7,274	6,450	6,450	2,519	3,359	4,992
58-00 OPERATING EQUIPMENT <\$5,000	2,347	5,400	5,400	290	387	5,558
<b>Subtotal of SUPPLIES</b>	<b>\$42,127</b>	<b>\$37,903</b>	<b>\$37,903</b>	<b>\$24,729</b>	<b>\$32,972</b>	<b>\$46,826</b>
63-00 VEHICLE MAINTENANCE	\$16,521	\$10,850	\$10,850	\$2,807	\$3,743	\$10,137
64-00 OPERATING MAINTENANCE	0	1,210	1,210	0	0	1,246
68-00 EQUIPMENT MAINTENANCE	219	772	772	238	317	795
<b>Subtotal of MAINTENANCE</b>	<b>\$16,740</b>	<b>\$12,832</b>	<b>\$12,832</b>	<b>\$3,045</b>	<b>\$4,060</b>	<b>\$12,178</b>
73-11 VEHICLE INSURANCE	\$7,829	\$6,418	\$6,418	\$6,167	\$8,223	\$7,320
73-22 LAW ENFORCEMENT INSURANCE	4,859	5,193	5,193	4,771	6,361	6,737
73-50 SURETY BONDS	71	71	71	0	0	0
74-00 OPERATING SERVICES	5,714	4,900	4,900	4,980	6,640	5,043
74-01 POSTAL AND COURIER SERVICES	278	50	50	602	803	668
74-91 ADVERTISING/PUBLIC NOTICE	0	1,021	1,021	0	0	1,050
74-98 JUDGEMENTS & DAMAGE CLAIM	0	0	0	1,198	1,597	0
75-10 TRAINING	6,161	5,600	5,600	5,173	6,897	6,279
75-20 TRAVEL REIMBURSEMENTS	6,146	8,450	8,450	3,909	5,212	8,181
75-30 MEMBERSHIPS	740	425	425	613	817	438
75-40 PUBLICATIONS	324	0	0	0	0	0
76-12 TELEPHONE/ COMMUNICATIONS	0	250	250	350	467	771
78-30 RENTAL	384	0	0	1,109	1,479	0
78-31 VEHICLE LEASE-INTERNAL	21,556	20,198	20,198	20,198	26,931	20,198
<b>Subtotal of SERVICES</b>	<b>\$54,062</b>	<b>\$52,576</b>	<b>\$52,576</b>	<b>\$49,070</b>	<b>\$65,427</b>	<b>\$56,685</b>
<b>Totals for CRIMINAL INVESTIGATIONS</b>	<b>\$928,710</b>	<b>\$945,242</b>	<b>\$945,242</b>	<b>\$693,695</b>	<b>\$924,927</b>	<b>\$981,298</b>

**Police  
Animal Control  
001-2150-441**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$91,569	\$93,596	\$93,596	\$69,101	\$92,135	\$121,873
41-30 OVERTIME PAY	8,378	4,152	4,152	9,483	12,644	4,152
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	305	510	510	495	660	690
41-49 CELL PHONE ALLOWANCE	420	420	420	315	420	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	6,932	7,549	7,549	5,455	7,273	9,559
47-20 TMRS RETIREMENT FUND	13,253	12,952	12,952	10,415	13,887	16,522
48-10 HEALTH/DENTAL INSURANCE	22,409	24,859	24,859	18,994	25,325	36,103
48-20 LIFE INSURANCE	255	211	211	196	261	259
48-30 DISABILITY INSURANCE	497	391	391	325	433	540
48-40 WORKERS COMP INSURANCE	1,059	1,123	1,123	878	1,171	1,707
48-50 EAP SERVICES	181	181	181	135	180	231
48-90 FLEX PLAN ADMINISTRATION	58	58	58	44	59	122
<b>Subtotal of PERSONNEL</b>	<b>\$145,316</b>	<b>\$146,002</b>	<b>\$146,002</b>	<b>\$115,836</b>	<b>\$154,448</b>	<b>\$192,178</b>
51-00 OFFICE SUPPLIES	\$704	\$580	\$580	\$439	\$585	\$697
52-00 PERSONNEL SUPPLIES	365	425	425	410	547	1,018
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
53-01 FUEL	6,853	6,994	6,994	5,100	6,800	7,555
54-00 OPERATING SUPPLIES	3,619	4,600	4,600	3,656	4,875	4,984
54-95 CHEMICALS	395	400	400	0	0	412
58-00 OPERATING EQUIPMENT <\$5,000	749	850	850	0	0	4,874
<b>Subtotal of SUPPLIES</b>	<b>\$12,685</b>	<b>\$13,849</b>	<b>\$13,849</b>	<b>\$9,605</b>	<b>\$12,807</b>	<b>\$19,540</b>
63-00 VEHICLE MAINTENANCE	\$559	\$2,239	\$2,239	\$1,315	\$1,753	\$2,304
68-00 EQUIPMENT MAINTENANCE	3,251	0	0	0	0	0
<b>Subtotal of MAINTENANCE</b>	<b>\$3,810</b>	<b>\$2,239</b>	<b>\$2,239</b>	<b>\$1,315</b>	<b>\$1,753</b>	<b>\$2,304</b>
73-11 VEHICLE INSURANCE	\$1,278	\$1,098	\$1,098	\$959	\$1,279	\$1,315
74-00 OPERATING SERVICES	1,785	1,741	1,741	909	1,212	2,043
74-01 POSTAL/ COURIER SERVICES	1	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	0	36	48	0
75-10 TRAINING	160	336	336	0	0	646
75-20 TRAVEL REIMBURSEMENTS	9	550	550	0	0	785
75-30 MEMBERSHIPS	0	135	135	0	0	139
76-12 TELEPHONE/ COMMUNICATIONS	20	110	110	0	0	113
76-13 NATURAL GAS	0	0	0	279	372	0
78-00 CONTRACT SERVICES	0	550	550	0	0	565
78-30 RENTAL	0	0	0	142	189	0
78-31 VEHICLE LEASE-INTERNAL	8,240	8,982	8,982	8,982	11,976	8,858
<b>Subtotal of SERVICES</b>	<b>\$11,493</b>	<b>\$13,502</b>	<b>\$13,502</b>	<b>\$11,307</b>	<b>\$15,076</b>	<b>\$14,464</b>
<b>Totals for ANIMAL CONTROL</b>	<b>\$173,304</b>	<b>\$175,592</b>	<b>\$175,592</b>	<b>\$138,063</b>	<b>\$184,084</b>	<b>\$228,486</b>



## 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 56 Years of Service**

## Current Operations

The Friendswood Volunteer Fire Department, Inc. (FVFD) is a 501c3 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 104 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, three 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. Operations and management of the part-time crew and full time employees successfully transitioned to the FVFD in October of 2004. All payroll processing and all Accounts Payable functions also transitioned to the Department in October 2004. The FVFD will be responsible for administering one full-time paid fire captain, one full time paramedic, one full time clerk and one part-time clerk and a pool of part-time firefighters, paramedics, and emergency medical technicians. This new contract also establishes performance standards for the services we provide to the city.

The use of volunteers saves the City an estimated 5 million dollars (\$5,000,000) annually in salaries over what it would cost to provide a city of this size with a minimal level of services with a full paid department. Approximately 50,000 man-hours are provided by volunteers performing fire suppression, rescue, EMS services and public education to the citizens of Friendswood. This is not taking into account the countless hours spent on call in town ready to respond to an emergency.

The FVFD has two operational divisions, 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 50 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 three 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 un-incorporated Harris and Galveston counties. The Fire Division has been very successful in acquiring several grants this past year that will enhance the programs offered by the Division and improve firefighter safety.

The **EMS Division** consists of 56 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 Health (TDH) requirements for emergency medical providers. All personnel are certified through the TDH, which requires a minimum 160 hours training for an EMT and up to 1,204 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 FVFD Safety Clown Troupe. 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. During the EMS Conference in November of 2003, Lisa Camp, our EMS Chief was awarded the State of Texas Outstanding EMS Administrators' Award. During this past year Lisa Camp was selected as a "Hometown Hero" and was asked to throw out the first pitch at a Houston Astros' game. The Friendswood VFD EMS was also recognized by the Greater Houston EMS Council as the Outstanding Public Education Provider for EMS in 2006/2007. Assistant Chief Kris Kern was recognized as the Houston area's "EMS Educator of the Year".

## Highlights of the Budget

### 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:

Compensation Adjustment (\$1/hr)	Paramedics	\$6,303
Compensation Adjustment (\$0.50 / hr)	Firefighters	\$5,252
Medical Supplies	Cost Increase	\$5,000
Increase Cell Phone Costs Due To Increased Use	B285 - FAW-ongoing	\$1,800
Increase Expenses For Equipment Repair (pagers)	Increase Expenses For Equipment Repair (pagers)	\$2,000
Additional Part Time Compensation	Weekend Paramedics	\$36,552
Additional Part Time Paid Medic	Third position to staff	\$34,138
Additional Administrative Support	Increased hours for existing staff	\$7,904
Increased Contribution to Volunteer Pension Fund	Ongoing Decision Package	\$14,400
Annual Performance Increase	Full Time Staff	\$3,500
Inspection & Certification Cost increase	Ongoing Decision Package	\$3,000
Stipend for Volunteer Firefighters	Per Call	\$21,000
Community Events/Awards Banquet cost increase	Ongoing Decision Package	\$5,000

### Capital Equipment Requests

In our 15-year capital equipment plan 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 account managed by the FVFD. A copy of the 15 year plan is attached.

Lease Payment For Ladder Truck	\$80,572
Replace Engine 30 With Engine - 7 Year Lease	\$61,657
Replace Ambulance 49	\$140,000
Replace Fire Chiefs Vehicle (car 800)	\$40,000
Jaws Of Life Hydraulic Rescue System	\$20,000
<b>Total Request from Fire and EMS/Fund</b>	<b>\$342,229</b>

**Capital Improvement Plan Requests (currently unfunded):**

In the City’s Capital Improvement Plan we have the following items identified:

Fire Training Field Improvements - Phase 1	\$75,000
Modifications To Fire Station Number 3	\$50,000
<b>Total Request from City CIP Plan</b>	<b>\$125,000</b>

**Friendswood Volunteer Fire Department  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
FVFD	875,423	943,129	1,089,435	730,969	1,090,782	1,116,443	2.5%
<b>Department Total</b>	<b>\$875,423</b>	<b>\$943,129</b>	<b>\$1,089,435</b>	<b>\$730,969</b>	<b>\$1,090,782</b>	<b>\$1,116,443</b>	<b>2.5%</b>

**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	0	0	0	0	0	0	0.0%
Supplies	0	0	0	0	0	0	0.0%
Maintenance	0	0	0	0	0	0	0.0%
Services	875,423	943,129	1,089,435	730,969	1,090,782	1,116,443	2.5%
Capital Outlay	0	0	0	0	0	0	0.0%
<b>Department Total</b>	<b>\$875,423</b>	<b>\$943,129</b>	<b>\$1,089,435</b>	<b>\$730,969</b>	<b>\$1,090,782</b>	<b>\$1,116,443</b>	<b>2.5%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
FVFD	0.0	0.0	0.0	0.0	0.0	0.0	N/A
<b>Department 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>N/A</b>

**Friendswood Volunteer Fire Department  
Administration  
001-2201-422**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
76-12 TELEPHONE/ COMMUNICATIONS	2,864	0	0	1,347	1,347	0
78-61 FIRE/EMS SERVICES	861,059	906,909	1,028,415	680,182	1,028,415	1,079,169
78-62 EMS SERVICE RUNS	0	24,720	49,520	49,440	49,520	25,440
79-10 COMMUNITY EVENTS/ PROGRAMS	0	11,500	11,500	0	11,500	0
79-80 GRANT MATCH - OPERATIONS	11,500	0	0	0	0	11,834
<b>Subtotal of SERVICES</b>	<b>\$875,423</b>	<b>\$943,129</b>	<b>\$1,089,435</b>	<b>\$730,969</b>	<b>\$1,090,782</b>	<b>\$1,116,443</b>
<b>Totals for FIRE ADMINISTRATION-FVFD</b>	<b>\$875,423</b>	<b>\$943,129</b>	<b>\$1,089,435</b>	<b>\$730,969</b>	<b>\$1,090,782</b>	<b>\$1,116,443</b>

## Fire Marshal

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### Mission Statement

It is the mission of the Friendswood Fire Marshal's Office and the Office of Emergency Management to provide the highest quality services to the people who live, work and visit the City of Friendswood.

### Current Operations

The Fire Marshal manages two programs: The Fire Marshal's Office and the Office of Emergency Management.

The Fire Marshal's Office (FMO) personnel consist of the Fire Marshal, 2 Assistant Fire Marshals, 1 Administrative Secretary and a pool of 7 part time employees. The Fire Marshal's staff is on 24-hour call out, 7 days a week.

The **Fire Marshal's Office** has the primary responsibility of responding to fires and hazardous incidents within the City. All fires are investigated for cause and origin. The Fire Marshal's Office is responsible for the filing of appropriate criminal charges that may arise from an investigation. The Fire Marshal and Assistant Fire Marshals are state certified arson investigators and state certified peace officers.

Fire Prevention activities by the FMO include business inspections, review of new building plans, and the design approval of fire alarm and sprinkler systems. In addition, inspections of day care facilities, group homes, nursing homes and foster homes are conducted. Fire drills are conducted at all of the schools. Fire Safety and Fire Prevention Programs are presented year round to the public on request. The Fire Marshal's Office coordinates the Fire Prevention activities that are conducted at the schools during Fire Prevention Week each October. The Fire Marshal and Assistant Fire Marshals are state certified Fire Inspectors.

The Fire Marshal, 2 Assistant Fire Marshals and a pool of 7 part time employees are funded from this account.

The **Office of Emergency Management** is responsible for the Disaster Preparedness Program of the City. The Fire Marshal is the Emergency Management Coordinator. The focus of the Office of Emergency Management is on public education, training of city staff in emergency operations, and maintaining the city's warning systems. By using an all hazards approach the Office of Emergency Management strives to improve the city's public safety response capabilities through planning efforts and coordination with Harris County and Galveston County. The Fire Marshal's Office maintains the Emergency Operations Center so that it can be quickly activated to support any emergency or non-emergency operation. All planning documents and emergency management plans are maintained to meet all state requirements. The City of Friendswood Emergency Management Plan and Annexes meet the "Advanced" emergency management requirements of the State of Texas.

The Administrative Secretary's position (1 FTE) is funded from this account.

**Highlights of the Budget**

**Fire Marshal’s Office and Emergency Management:** This year’s budget includes an additional \$3,413. This increase is a result of an increase in funding from the Emergency Management Performance Grant. Funding was increased from \$42,665 to \$46,078.

**Departmental Goals And Measures**

**Goal 1 (linked to City Goals 1, 4, 5 & 6)**

Promote Public Safety and the well being of the citizens, the local business community and local institutions in the City of Friendswood.

**Objective A:**

Conduct thorough annual fire prevention inspections in all commercial businesses and institutions within the city to reduce the number of fire code violations and life safety hazards.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Proposed
Total annual fire prevention inspections conducted	737	430	1200	1200

Trend: In previous years, staffing shortages in the inspection program have resulted in less annual inspections than required. Currently, approximately 1,200 total inspections should be conducted to maintain the goal of inspecting each business on an annual basis. Part time Inspectors approved in the 2007 budget were hired in October and started on the job in November, 2006. Inspections have increased and we are averaging 100 per month with a projected total of 1,200, which is a substantial increase from the previous year.

**Objective B:**

Educate and inform the public in aspects of fire safety & prevention as well as emergency preparedness through public education programs.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Proposed
Annual total programs conducted.	26	43	25	25
Total number of people attending programs.	5,003	3,016	5,000	5,000

Trend: The total number of programs being conducted is declining, while the total number of attendees is increasing. This trend has occurred as efforts have been combined with other agencies to bring these programs to larger groups of people.

**Objective C:**

Keep abreast of the most current techniques in emergency management and their direct application to individual city departments.

Trend: The Emergency Management Plan Annexes for the city are reviewed annually to ensure appropriate application continuously meets individual city department’s needs and capabilities. The annexes are updated as needed and / or every five years to adjust appropriately to meet needs as they change. Feedback and discussion from annual exercises and specific meetings has reaffirmed appropriate application and content.

**Goal 2 (linked to City Goals 1, 4, 5 & 6)**

Facilitate a more productive partnership with developers, contractors and new businesses.

**Objective A:**

Provide continuing input for the Design Review Criteria Manual as well as attending DRC meetings to address developer and contractor concerns during the conceptual stages of development.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Proposed
Annual total of DRC meetings attended.	56	44	60	65

Trend: The number of Design Review Criteria meetings continues to grow as the Community Development Department and other departments that are involved promote the program. The lengthy process of individual site plan reviews has been greatly reduced with the introduction to group site plan reviews. Due to the close nature of the two programs, group site plan reviews have made a seamless merger with Design Review Criteria meetings and statistics for the two will now fall under this objective.

An obvious distinction has been noted by the inspectors of the Fire Marshal’s Office between developers and contractors who choose to go through the DRC process and those who do not. Developers and contractors who go through the DRC process tend to have a better grasp of City requirements and need less follow up inspections to complete new construction and remodeling projects.

**Objective B:**

Continue a timely review of Commercial Plan Reviews and reduce the number of plans required to be re-submitted by addressing applicable issues during group site plan reviews and DRC meetings.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Proposed
Annual total of Commercial Plans reviewed.	155	123	150	160

Trend: Each city department previously reviewed site plans and preliminary plans individually, causing a time delay in coordination of comments and duplication of work. Group site plan reviews and DRC meetings are improving coordination and communication between departments and the design to construction transition.

**Goal 3 (linked to City Goal 6)**

Apply the most current standards in emergency management, law enforcement, and fire protection.

**Objective A:**

Attend training sessions, seminars and symposiums in related and required fields to maintain required proficiency in regulated areas.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Proposed
Combined annual total hours of training attended.	429	441	420	440

Trend: Employees of the Fire Marshal’s Office/Office of Emergency Management continue to meet or exceed the minimum training standards set forth by the Texas Commission on Officer Standards and Education, the Texas Commission on Fire Protection, Insurance Services Office (ISO), Governor’s Division of Emergency Management, and Federal Emergency Management Agency (FEMA).

**Fire Marshal's Office  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration	280,113	372,674	374,644	243,308	324,411	376,022	0.9%
Fire Administration	2,328	0	0	0	0	0	N/A
Emergency Management Thunderstorm 10/4/04	219,108 6,572	115,771 0	121,060 0	60,844 0	81,125 0	94,140 0	-18.7% N/A
<b>Department Total</b>	<b>\$508,121</b>	<b>\$488,445</b>	<b>\$495,704</b>	<b>\$304,152</b>	<b>\$405,536</b>	<b>\$470,162</b>	<b>-3.7%</b>

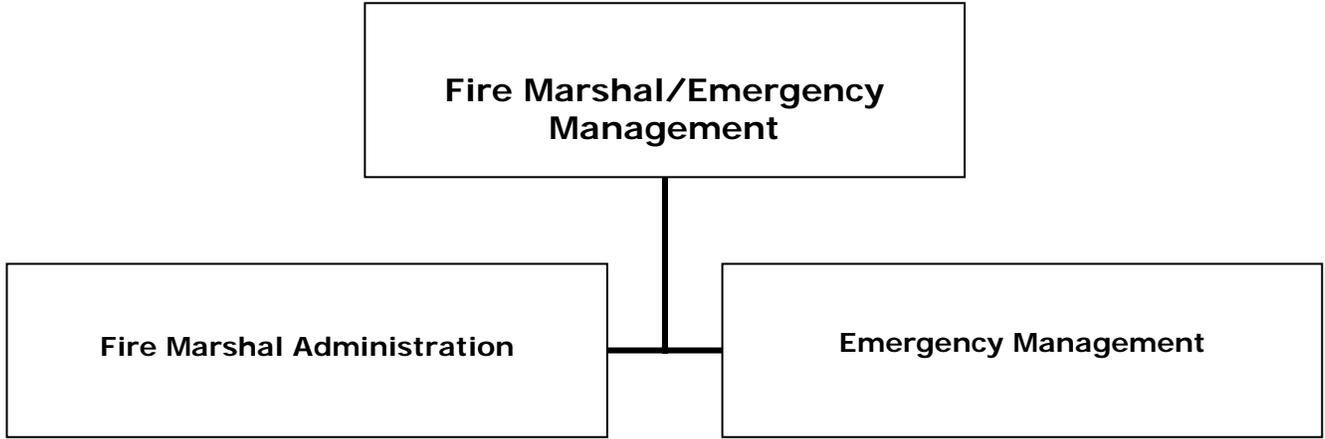
**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	295,601	383,354	383,354	253,964	338,619	401,001	4.6%
Supplies	144,082	41,112	41,605	17,354	23,139	20,102	-51.1%
Maintenance	7,755	8,625	9,025	5,188	6,917	8,864	2.8%
Services	39,665	55,354	61,720	27,646	36,861	40,195	-27.4%
Capital Outlay	21,018	0	0	0	0	0	N/A
<b>Department Total</b>	<b>\$508,121</b>	<b>\$488,445</b>	<b>\$495,704</b>	<b>\$304,152</b>	<b>\$405,536</b>	<b>\$470,162</b>	<b>-3.7%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration	3.5	4.5	4.5	4.5	4.5	4.8	7.1%
Fire Administration	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Emergency Management Thunderstorm 10/4/04	1.0 0.0	1.0 0.0	1.0 0.0	1.0 0.0	1.0 0.0	1.3 0.0	29.0% 0.0%
Natural Disasters	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
<b>Department Total</b>	<b>4.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>6.1</b>	<b>11.1%</b>

**Fire Marshal's Office**



**Fire Marshal's Office  
Administration  
001-2501-422**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$177,016	\$186,529	\$186,529	\$139,244	\$185,659	\$193,624
41-30 OVERTIME PAY	9,123	8,869	8,869	8,589	11,452	8,869
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	965	1,205	1,205	1,190	1,587	1,385
41-44 VEHICLE ALLOWANCE	3,600	3,600	3,600	2,700	3,600	3,600
41-45 INCENTIVE-CERTIFICATE PAY	1,425	2,400	2,400	1,125	1,500	3,000
41-49 CELL PHONE ALLOWANCE	2,680	2,280	2,280	2,610	3,480	3,480
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	1,007	65,436	65,436	21,665	28,887	66,074
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	14,575	20,715	20,715	13,369	17,825	21,023
47-20 TMRS RETIREMENT FUND	25,246	26,893	26,893	19,361	25,815	27,678
48-10 HEALTH/DENTAL INSURANCE	16,036	18,548	18,548	10,812	14,416	14,572
48-20 LIFE INSURANCE	485	423	423	372	496	414
48-30 DISABILITY INSURANCE	777	783	783	624	832	850
48-40 WORKERS COMP INSURANCE	3,477	6,482	6,482	3,007	4,009	4,429
48-50 EAP SERVICES	181	181	181	168	224	513
48-90 FLEX PLAN ADMINISTRATION	122	122	122	95	127	122
<b>Subtotal of PERSONNEL</b>	<b>\$256,715</b>	<b>\$344,466</b>	<b>\$344,466</b>	<b>\$224,931</b>	<b>\$299,908</b>	<b>\$349,633</b>
51-00 OFFICE SUPPLIES	\$1,467	\$1,477	\$1,477	\$503	\$671	\$1,522
52-00 PERSONNEL SUPPLIES	1,759	2,427	2,427	0	\$0	2,496
53-00 VEHICLE SUPPLIES	180	200	200	0	\$0	206
53-01 FUEL	1,798	2,874	2,874	1,927	\$2,569	2,459
54-00 OPERATING SUPPLIES	2,754	2,752	2,752	1,502	\$2,003	2,316
58-00 OPERATING EQUIPMENT <\$5,000	142	0	0	0	0	0
<b>Subtotal of SUPPLIES</b>	<b>\$8,100</b>	<b>\$9,730</b>	<b>\$9,730</b>	<b>\$3,932</b>	<b>\$5,243</b>	<b>\$8,999</b>
63-00 VEHICLE MAINTENANCE	\$946	\$1,893	\$2,293	\$1,705	\$2,273	\$1,950
68-00 EQUIPMENT MAINTENANCE	435	461	461	0	0	461
<b>Subtotal of MAINTENANCE</b>	<b>\$1,381</b>	<b>\$2,354</b>	<b>\$2,754</b>	<b>\$1,705</b>	<b>\$2,273</b>	<b>\$2,411</b>
73-11 VEHICLE INSURANCE	\$1,789	\$1,754	\$1,754	\$1,265	\$1,687	\$2,229
73-22 LAW ENFORCEMENT INSURANCE	1,458	1,929	1,929	1,772	2,363	\$2,368
74-00 OPERATING SERVICES	406	903	2,303	1,663	2,217	\$427
74-01 POSTAL AND COURIER SERVICES	162	350	350	59	79	\$256
74-94 PERMITS/INSPECTION/TESTNG	310	315	315	210	280	\$256
74-97 RECRUITMENT ADVERTISING	0	181	181	0	0	\$82
75-10 TRAINING	827	1,836	1,836	690	920	\$404
75-20 TRAVEL REIMBURSEMENTS	1,846	1,459	1,459	655	873	\$1,749
75-30 MEMBERSHIPS	818	836	836	450	600	\$618
76-12 TELEPHONE/COMMUNICATIONS	434	100	270	270	360	\$858
78-30 RENTAL	353	947	947	192	256	\$618
78-31 VEHICLE LEASE-INTERNAL	5,514	5,514	5,514	5,514	7,352	\$5,114
<b>Subtotal of SERVICES</b>	<b>\$13,917</b>	<b>\$16,124</b>	<b>\$17,694</b>	<b>\$12,740</b>	<b>\$16,987</b>	<b>\$14,979</b>
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for ADMINISTRATION</b>	<b>\$280,113</b>	<b>\$372,674</b>	<b>\$374,644</b>	<b>\$243,308</b>	<b>\$324,411</b>	<b>\$376,022</b>

**Fire Marshal's Office  
Fire Administration  
001-2503-422**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
42-20 PART-TIME WAGES	\$133	\$0	\$0	\$0	\$0	\$0
42-25 FIXED RATE PAY	2,010	\$0	0	\$0	0	0
47-10 SOCIAL SECURITY/MEDICARE	163	\$0	0	\$0	0	0
48-40 WORKERS COMP INSURANCE	22	\$0	0	\$0	0	0
<b>Subtotal of PERSONNEL</b>	<b>\$2,328</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for FIRE ADMINISTRATION</b>	<b>\$2,328</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Fire Marshal's Office  
Emergency Management  
001-2510-422**

	FY06 Actual	FY06 Original Budget	FY06 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$28,033	\$30,072	\$30,072	\$20,514	\$27,352	\$30,299
41-30 OVERTIME PAY	651	817	817	1,093	1,457	817
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	270	335	335	330	440	395
41-45 INCENTIVE-CERTIFICATE PAY	300	300	300	225	300	600
41-49 CELL PHONE ALLOWANCE	420	420	420	315	420	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART TIME WAGES	0	0	0	1,653	2,204	10,906
47-10 SOCIAL SECURITY/MEDICARE	2,271	2,444	2,444	1,718	2,291	3,292
47-20 TMRS RETIREMENT FUND	3,907	4,193	4,193	2,946	3,928	4,260
48-10 HEALTH/DENTAL INSURANCE	75	0	0	0	0	0
48-20 LIFE INSURANCE	78	68	68	58	77	66
48-30 DISABILITY INSURANCE	123	127	127	98	131	135
48-40 WORKERS COMP INSURANCE	47	52	52	38	51	64
48-50 EAP SERVICES	60	60	60	45	60	114
48-90 FLEX PLAN ADMINISTRATION	8	0	0	0	0	0
<b>Subtotal of PERSONNEL</b>	<b>\$36,243</b>	<b>\$38,888</b>	<b>\$38,888</b>	<b>\$29,033</b>	<b>\$38,711</b>	<b>\$51,368</b>
51-00 OFFICE SUPPLIES	\$1,589	\$1,594	\$1,594	\$432	576	\$1,022
52-00 PERSONNEL SUPPLIES	1,187	911	911	0	0	0
53-00 VEHICLE SUPPLIES	605	737	737	0	0	450
53-01 FUEL	3,449	1,775	2,268	181	241	3,848
54-00 OPERATING SUPPLIES	2,997	3,258	3,258	2,181	2,908	2,894
58-00 OPERATING EQUIPMENT <\$5,000	126,155	23,107	23,107	10,628	14,171	2,889
<b>Subtotal of SUPPLIES</b>	<b>\$135,982</b>	<b>\$31,382</b>	<b>\$31,875</b>	<b>\$13,422</b>	<b>\$17,896</b>	<b>\$11,103</b>
63-00 VEHICLE MAINTENANCE	\$2,257	\$1,566	\$1,566	\$60	80	\$1,611
68-00 EQUIPMENT MAINTENANCE	4,117	4,705	4,705	3,423	4,564	4,842
<b>Subtotal of MAINTENANCE</b>	<b>\$6,374</b>	<b>\$6,271</b>	<b>\$6,271</b>	<b>\$3,483</b>	<b>\$4,644</b>	<b>\$6,453</b>
73-11 VEHICLE INSURANCE	\$1,120	\$1,298	\$1,298	\$1,120	1,493	0
74-00 OPERATING SERVICES	4,842	10,812	14,658	5,939	7,919	2,893
75-10 TRAINING	510	1,645	1,645	735	980	973
75-20 TRAVEL REIMBURSEMENTS	2,397	2,370	3,070	2,508	3,344	1,588
75-30 MEMBERSHIPS	350	600	600	355	473	618
76-11 ELECTRICITY	1,053	1,305	1,305	648	864	1,134
76-12 TELEPHONE/COMMUNICATIONS	524	620	870	367	489	1,775
78-00 CONTRACT SERVICES	8,349	9,805	9,805	2,720	3,627	5,146
78-30 RENTAL	346	775	775	514	685	798
78-41 ENVIRONMENTAL CLEAN UP	0	10,000	10,000	0	0	10,291
<b>Subtotal of SERVICES</b>	<b>\$19,491</b>	<b>\$39,230</b>	<b>\$44,026</b>	<b>\$14,906</b>	<b>\$19,875</b>	<b>\$25,216</b>
86-00 GARAGE/CARPORT	\$21,018	\$0	\$0	\$0	0	0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
<b>Subtotal of CAPITAL</b>	<b>\$21,018</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for EMERGENCY MANAGEMENT</b>	<b>\$219,108</b>	<b>\$115,771</b>	<b>\$121,060</b>	<b>\$60,844</b>	<b>\$81,125</b>	<b>\$94,140</b>

**Fire Marshal's Office  
Thunderstorm 10/4/04  
001-2513-422**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$130	\$0	\$0	\$0	\$0	\$0
47-10 SOCIAL SECURITY/MEDICARE	(43)	0	0	0	0	0
47-20 TMRS RETIREMENT	(57)	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	285	0	0	0	0	0
<b>Subtotal of PERSONNEL</b>	<b>\$315</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
55-01 EMERGENCY - MATERIALS	\$0	\$0	\$0	\$0	\$0	0
58-01 EMERGENCY - EQUIPMENT	0	0	0	0	0	0
<b>Subtotal of SUPPLIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
79-71 EMERGENCY - SERVICES	\$6,257	\$0	\$0	\$0	\$0	\$0
<b>TOTAL TS OR HURRICANE</b>	<b>\$6,572</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Community Development

## Mission Statement

The Department of Community Development strives to enhance the quality of life and contribute to the overall development of the City by providing advanced planning and outstanding services that improve mobility, drainage and utility systems for all citizens, businesses and visitors.

## Current Operations

Current operations emphasize long-range planning practices and programs that cover a variety of activities within the Department, such as:

- Provide Technical Support to the Planning & Zoning Commission, Construction Board of Adjustment, and Zoning Board of Adjustment
- Provide Traffic Engineering Support
- Provide Floodplain Management Support
- Implement the Overall 10-year Capital Improvements Program (CIP)
- Implement Geographic Information System (GIS)

## Highlights of the Budget

In 2005-2006, the Geographic Information System (GIS) was converted to an Internet-based tool. GIS can now be used by not only Community Development staff, but all departments, and citizens. The next phase of the GIS initiative will electronically tie Site Plans and Building Plans to the corresponding parcel, helping to further streamline the development process. The budgeted amount for this program is \$30,000.

## Departmental Goals and Measures

### Goal 1 (linked to City Goals 1, 2, 3, 5 & 6)

A goal of the Community Development Department is to improve customer satisfaction. To accomplish this goal, the Department has implemented a set of proactive performance measures that establish accountability to the stakeholders that utilize different services of the Department.

#### Objective A:

The first objective is to issue residential permits within an average of 10 working days or less. Further, the staff strives to achieve this objective at least 80% of the time.

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
New Residential Building Permits (each)	161	260	275	250
Average Residential Permit Review Time (working days)	6.3	10	10	10
Percentage of Residential Permits Issued Within 10 Working Days	86%	80%	80%	80%

## Community Development

**Objective B:**

For the commercial permitting process, the objective is to issue permits within an average of 10 working days or less, with the staff achieving this objective at least 80% of the time.

Measure	FY05 Actual	FY06 Actual	FY07 Estimate	FY08 Forecast
New Commercial Building Permits (each)	52	60	65	65
Average Commercial Permit Review Time (working days)	10	10	10	10
Percentage of Commercial Permits Issued Within 10 Working Days	90%	80%	80%	80%

Trends: The trend in residential permitting has been a declining workload with a higher percentage of the permits being issued within the targeted time frame. On the commercial side, it appears the workload is leveling off and the staff is focusing on improving the average permitting time. Overall, this division has responded well to changes made over the last 5 years.

**Goal 2 (linked to City Goals 2, 3, 4, 5 & 6)**

Another goal of the Department is to implement the City’s Capital Improvement Program through a timely deliberate process that focuses maximum effort on economy of design and value engineering to produce projects that address multiple goals.

**Objective A:**

The first objective is to implement the projects in a timely fashion in order to bring the intended benefits to the citizens as quickly as possible. This involves, in some cases, coordinating the City’s own projects with those of independent developers. The table below identifies the type, number and status of projects for the 2006-07 fiscal year.

Project Type	Phase of Completion				Cost
	Prelim Eng	Final Eng	Const'	Complete	
Water Improvements	1		1		\$844,564
Sewer Improvements	4				\$4,790,348
Facilities		2		1	\$7,511,342
Drainage	1	1	1	1	\$5,458,905
Streets & Thoroughfares				1	\$1,410,581
Parks			1		\$3,273,195

**Objective B:**

The second objective is to implement all projects in the most cost effective manner possible. This process begins in the engineering design phases and proceeds through construction and commissioning of the finished infrastructure. The table below identifies the number and cost of Change Orders issued for projects in each category for the 2006-2007 project list.

## Community Development

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<b>Project Type</b>	<b>Change Order Number and Dollar Amount</b>					
Project Category	CO #1	CO #2	CO #3	CO #4	Total Cost	C O as a % of Job
Water Improvements	0	0	0	0	\$0	0
Sewer Improvements	0	0	0	0	\$0	0
Facilities	1				-\$10,000	-.016
Drainage	1	1			\$90,517	.016
Streets & Thoroughfares	1	1	1	1	-\$288,857	-20.4

**Community Development  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration	154,060	165,664	165,664	136,272	181,696	306,031	84.7%
Planning	113,636	137,577	137,577	75,942	101,256	122,121	-11.2%
Inspection	330,560	352,680	352,680	209,024	278,699	297,948	-15.5%
Code Enforcement	59,229	89,252	101,305	53,892	71,856	97,950	9.7%
Engineering (GF)	70,033	71,303	71,303	47,717	63,623	72,351	1.5%
Projects (GF)	122,073	131,194	131,194	105,942	141,256	148,940	13.5%
Engineering (W/S)	95,686	78,687	78,667	51,738	68,984	77,442	-1.6%
Projects (W/S)	71,271	162,290	162,290	122,258	163,011	171,979	6.0%
<b>Department Total</b>	<b>\$1,016,548</b>	<b>\$1,188,647</b>	<b>\$1,200,680</b>	<b>\$802,785</b>	<b>\$1,070,381</b>	<b>\$1,294,762</b>	<b>8.9%</b>

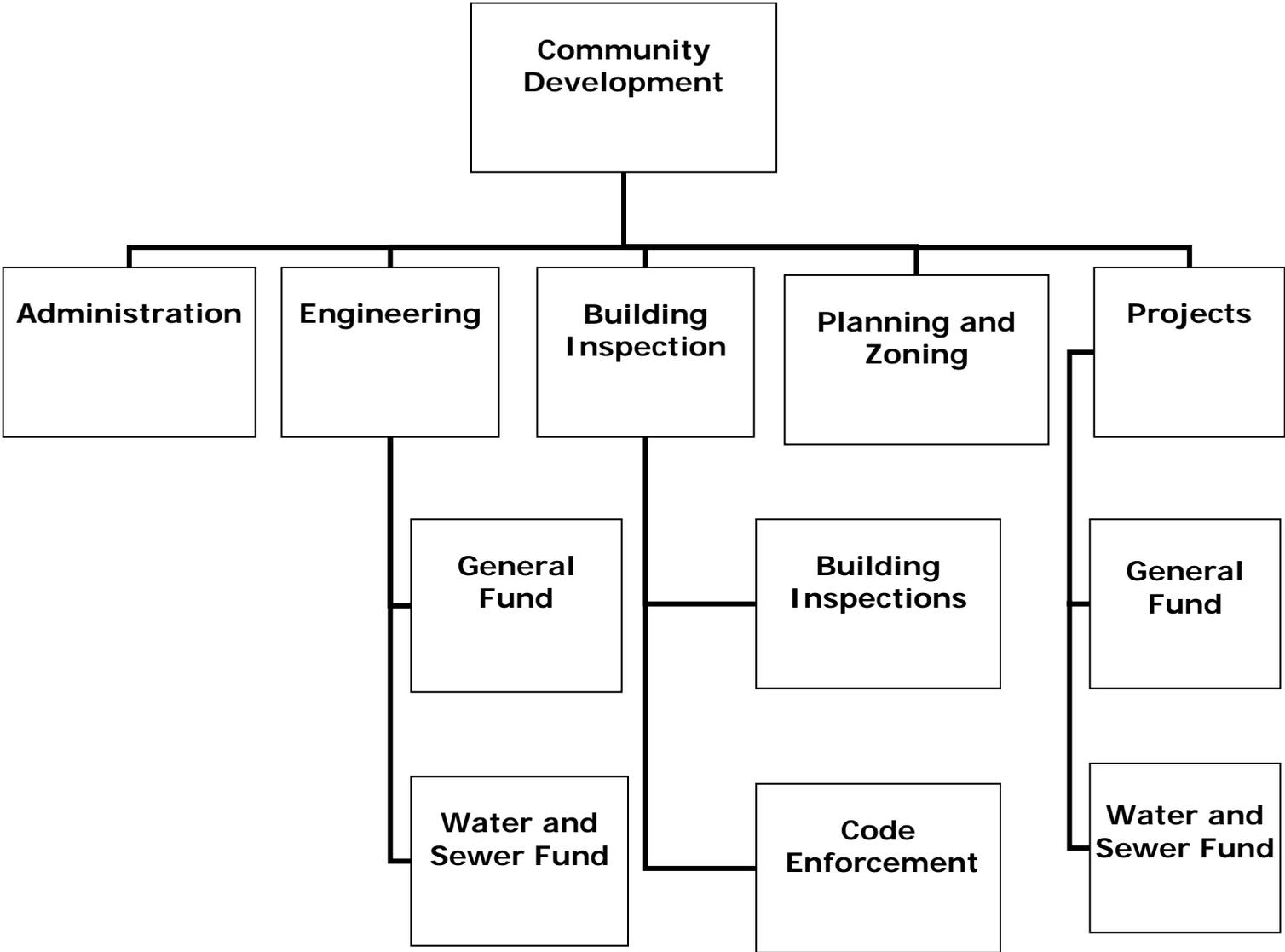
**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	900,109	1,046,322	1,046,302	717,307	956,410	1,140,579	9.0%
Supplies	19,331	24,915	24,915	14,695	19,593	29,314	17.7%
Maintenance	867	2,400	2,400	342	456	2,472	3.0%
Services	96,241	115,010	127,063	70,441	93,922	122,397	6.4%
Capital Outlay	0	0	0	0	0	0	N/A
<b>Department Total</b>	<b>\$1,016,548</b>	<b>\$1,188,647</b>	<b>\$1,200,680</b>	<b>\$802,785</b>	<b>\$1,070,381</b>	<b>\$1,294,762</b>	<b>8.9%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration	4.0	2.0	2.0	2.0	3.0	3.0	0.0%
Planning	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Inspection	6.0	6.0	6.0	6.0	5.0	5.0	0.0%
Code Enforcement	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Engineering (GF)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Projects (GF)	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Engineering (W/S)	2.0	2.0	2.0	2.0	2.0	1.0	-50.0%
Projects (W/S)	1.0	1.0	1.0	1.0	1.0	2.0	100.0%
<b>Department Total</b>	<b>19.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>0.0%</b>

**Community Development**



**Community Development  
Administration  
001-3501-419**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$106,795	\$113,157	\$113,157	\$82,266	\$109,688	\$204,961
41-30 OVERTIME PAY	1,280	500	500	1,131	1,508	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	635	1,025	1,025	940	1,253	735
41-44 VEHICLE ALLOWANCE	3,600	3,600	3,600	2,850	3,800	7,200
41-45 INCENTIVE-CERTIFICATE PAY	300	300	300	1,025	1,367	5,100
41-49 CELL PHONE ALLOWANCE	920	1,020	1,020	535	713	2,280
41-90 ACCRUED PAYROLL	0	0	0	4,033	5,377	0
47-10 SOCIAL SECURITY/MEDICARE	8,359	9,149	9,149	6,811	9,081	16,761
47-20 TMRS RETIREMENT FUND	14,949	15,698	15,698	12,152	16,203	29,052
48-10 HEALTH/DENTAL INSURANCE	11,882	13,599	13,599	10,508	14,011	25,562
48-20 LIFE INSURANCE	293	254	254	223	297	447
48-30 DISABILITY INSURANCE	467	470	470	373	497	919
48-40 WORKERS COMP INSURANCE	253	188	188	275	367	570
48-50 EAP SERVICES	121	121	121	95	127	171
48-90 FLEX PLAN ADMINISTRATION	103	103	103	82	109	103
<b>Subtotal of PERSONNEL</b>	<b>\$149,957</b>	<b>\$159,184</b>	<b>\$159,184</b>	<b>\$123,299</b>	<b>\$164,399</b>	<b>\$294,361</b>
51-00 OFFICE SUPPLIES	\$503	\$1,000	\$1,000	\$843	\$1,124	\$1,030
54-00 OPERATING SUPPLIES	289	300	300	337	449	309
<b>Subtotal of SUPPLIES</b>	<b>\$792</b>	<b>\$1,300</b>	<b>\$1,300</b>	<b>\$1,180</b>	<b>\$1,573</b>	<b>\$1,339</b>
74-00 OPERATING SERVICES	198	500	500	4,588	\$6,117	515
74-01 POSTAL AND COURIER SERVICES	491	0	0	190	253	0
74-97 RECRUITMENT ADVERTISING	360	1,300	1,300	5,897	7,863	1,337
75-10 TRAINING	726	1,500	1,500	40	53	1,543
75-20 TRAVEL REIMBURSEMENTS	875	1,000	1,000	1,078	1,437	1,030
75-30 MEMBERSHIPS	661	880	880	0	0	906
78-00 CONTRACTED SERVICES	0	0	0	0	0	5,000
<b>Subtotal of SERVICES</b>	<b>\$3,311</b>	<b>\$5,180</b>	<b>\$5,180</b>	<b>\$11,793</b>	<b>\$15,724</b>	<b>\$10,331</b>
<b>Totals for COMMUNITY DEV ADMIN</b>	<b>\$154,060</b>	<b>\$165,664</b>	<b>\$165,664</b>	<b>\$136,272</b>	<b>\$181,696</b>	<b>\$306,031</b>

**Community Development  
Planning  
001-3502-419**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$76,843	\$86,354	\$86,354	\$49,317	\$65,756	\$82,809
41-30 OVERTIME PAY	1,046	1,500	1,500	1,123	1,497	1,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	622	670	670	463	617	85
41-45 INCENTIVE-CERTIFICATE PAY	475	1,200	1,200	225	300	600
41-90 ACCRUED PAYROLL	135	0	0	2,087	2,783	0
47-10 SOCIAL SECURITY/MEDICARE	5,681	6,864	6,864	3,991	5,321	6,349
47-20 TMRS RETIREMENT FUND	10,426	11,776	11,776	6,978	9,304	11,005
48-10 HEALTH/DENTAL INSURANCE	10,813	15,784	15,784	6,185	8,247	5,978
48-20 LIFE INSURANCE	217	196	196	149	199	179
48-30 DISABILITY INSURANCE	346	363	363	249	332	365
48-40 WORKERS COMP INSURANCE	129	148	148	91	121	173
48-50 EAP SERVICES	111	121	121	75	100	114
48-90 FLEX PLAN ADMINISTRATION	73	103	103	24	32	103
<b>Subtotal of PERSONNEL</b>	<b>\$106,917</b>	<b>\$125,079</b>	<b>\$125,079</b>	<b>\$70,957</b>	<b>\$94,609</b>	<b>\$109,260</b>
51-00 OFFICE SUPPLIES	\$977	\$1,300	\$1,300	\$1,011	\$1,348	\$1,337
54-00 OPERATING SUPPLIES	912	1,500	1,500	460	613	1,543
<b>Subtotal of SUPPLIES</b>	<b>\$1,889</b>	<b>\$2,800</b>	<b>\$2,800</b>	<b>\$1,471</b>	<b>\$1,961</b>	<b>\$2,880</b>
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	305	300	300	257	343	309
74-01 POSTAL / COURIER SERVICES	71	0	0	134	179	0
75-10 TRAINING	3,563	5,000	5,000	1,260	1,680	5,146
75-20 TRAVEL REIMBURSEMENTS	280	3,760	3,760	1,383	1,844	3,869
75-30 MEMBERSHIPS	611	638	638	480	640	657
<b>Subtotal of SERVICES</b>	<b>\$4,830</b>	<b>\$9,698</b>	<b>\$9,698</b>	<b>\$3,514</b>	<b>\$4,685</b>	<b>\$9,981</b>
<b>Totals for PLANNING</b>	<b>\$113,636</b>	<b>\$137,577</b>	<b>\$137,577</b>	<b>\$75,942</b>	<b>\$101,256</b>	<b>\$122,121</b>

**Community Development  
Inspection  
001-3528-424**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$200,512	\$217,138	\$217,138	\$127,888	\$170,517	\$177,976
41-30 OVERTIME PAY	5,566	3,830	3,830	4,565	6,087	3,830
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,082	1,110	1,110	790	1,053	1,190
41-44 VEHICLE ALLOWANCE	600	0	0	450	600	0
41-45 INCENTIVE-CERTIFICATE PAY	3,850	3,600	3,600	2,375	3,167	6,000
41-49 CELL PHONE ALLOWANCE	2,005	2,160	2,160	1,305	1,740	1,620
41-90 ACCRUED PAYROLL	3,157	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	15,301	17,430	17,430	9,718	12,957	14,247
47-20 TMRS RETIREMENT FUND	28,576	29,904	29,904	17,999	23,999	24,694
48-10 HEALTH/DENTAL INSURANCE	38,264	44,516	44,516	24,984	33,312	32,286
48-20 LIFE INSURANCE	565	492	492	357	476	382
48-30 DISABILITY INSURANCE	896	911	911	595	793	785
48-40 WORKERS COMP INSURANCE	839	883	883	517	689	796
48-50 EAP SERVICES	342	362	362	230	307	285
48-90 FLEX PLAN ADMINISTRATION	189	180	180	125	167	180
<b>Subtotal of PERSONNEL</b>	<b>\$301,744</b>	<b>\$322,516</b>	<b>\$322,516</b>	<b>\$191,898</b>	<b>\$255,864</b>	<b>\$264,271</b>
51-00 OFFICE SUPPLIES	\$2,003	\$3,050	\$3,050	\$1,948	\$2,597	\$3,138
52-00 PERSONNEL SUPPLIES	81	175	175	613	817	180
53-00 VEHICLE SUPPLIES	119	250	250	0	0	256
53-01 FUEL	7,008	4,697	4,697	4,651	6,201	7,592
54-00 OPERATING SUPPLIES	1,117	1,020	1,020	237	316	1,049
58-00 OPERATING EQUIPMENT <\$5,000	624	550	550	227	303	565
<b>Subtotal of SUPPLIES</b>	<b>\$10,952</b>	<b>\$9,742</b>	<b>\$9,742</b>	<b>\$7,676</b>	<b>\$10,235</b>	<b>\$12,780</b>
63-00 VEHICLE MAINTENANCE	\$577	\$1,100	\$1,100	\$255	340	\$1,133
<b>Subtotal of MAINTENANCE</b>	<b>\$577</b>	<b>\$1,100</b>	<b>\$1,100</b>	<b>\$255</b>	<b>\$340</b>	<b>\$1,133</b>
73-11 VEHICLE INSURANCE	\$2,471	\$1,484	\$1,484	\$1,908	\$2,544	\$1,527
74-00 OPERATING SERVICES	658	1,500	1,500	62	83	1,543
74-01 POSTAL AND COURIER SERVICES	179	0	0	104	139	0
74-97 RECRUITMENT ADVERTISING	144	0	0	0	0	0
74-99 PRIOR YEAR REVENUE REFUND	578	0	0	0	0	0
75-10 TRAINING	1,436	2,500	2,500	1,605	2,140	2,573
75-20 TRAVEL REIMBURSEMENTS	223	2,725	2,725	423	564	2,805
75-30 MEMBERSHIPS	701	465	465	345	460	479
78-00 CONTRACT SERVICES	6,749	6,500	6,500	600	800	6,689
78-31 VEHICLE LEASE-INTERNAL	4,148	4,148	4,148	4,148	5,531	4,148
<b>Subtotal of SERVICES</b>	<b>\$17,287</b>	<b>\$19,322</b>	<b>\$19,322</b>	<b>\$9,195</b>	<b>\$12,260</b>	<b>\$19,764</b>
<b>Totals for INSPECTIONS</b>	<b>\$330,560</b>	<b>\$352,680</b>	<b>\$352,680</b>	<b>\$209,024</b>	<b>\$278,699</b>	<b>\$297,948</b>

**Community Development  
Code Enforcement  
001-3528-429**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$34,157	\$37,401	\$37,401	\$29,603	\$39,471	\$43,521
41-30 OVERTIME PAY	159	500	500	549	732	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	171	65	65	60	80	125
41-45 INCENTIVE-CERTIFICATE PAY	300	300	300	225	300	600
41-49 CELL PHONE ALLOWANCE	495	540	540	450	600	540
41-90 ACCRUED PAYROLL	317	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,689	2,969	2,969	2,320	3,093	3,357
47-20 TMRS RETIREMENT FUND	4,682	5,093	5,093	4,051	5,401	5,819
48-10 HEALTH/DENTAL INSURANCE	4,042	4,949	4,949	3,655	4,873	4,925
48-20 LIFE INSURANCE	101	84	84	80	107	93
48-30 DISABILITY INSURANCE	155	155	155	133	177	190
48-40 WORKERS COMP INSURANCE	161	173	173	144	192	234
48-50 EAP SERVICES	60	60	60	45	60	57
48-90 FLEX PLAN ADMINISTRATION	19	19	19	15	20	19
<b>Subtotal of PERSONNEL</b>	<b>\$47,508</b>	<b>\$52,308</b>	<b>\$52,308</b>	<b>\$41,330</b>	<b>\$55,107</b>	<b>\$59,980</b>
51-00 OFFICE SUPPLIES	\$55	\$0	\$0	\$0	0	\$0
53-00 VEHICLE SUPPLIES	48	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	210	210	30	40	216
<b>Subtotal of SUPPLIES</b>	<b>\$103</b>	<b>\$210</b>	<b>\$210</b>	<b>\$30</b>	<b>\$40</b>	<b>\$216</b>
74-00 OPERATING SERVICES	\$813	\$1,000	\$1,000	\$144	\$192	\$1,030
74-41 CODE ENFORCEMENT SERVICES	700	4,000	4,000	870	1,160	4,116
75-10 TRAINING	190	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	234	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	1,734	1,734	1,734	1,734	2,312	1,734
78-42 STORM WATER MANAGEMENT	7,947	30,000	42,053	9,784	13,045	30,874
<b>Subtotal of SERVICES</b>	<b>\$11,618</b>	<b>\$36,734</b>	<b>\$48,787</b>	<b>\$12,532</b>	<b>\$16,709</b>	<b>\$37,754</b>
<b>Totals for CODE ENFORCEMENT</b>	<b>\$59,229</b>	<b>\$89,252</b>	<b>\$101,305</b>	<b>\$53,892</b>	<b>\$71,856</b>	<b>\$97,950</b>

**Community Development  
Engineering (General Fund)  
001-3531-431**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$42,141	\$43,460	\$43,460	\$30,206	40,275	\$43,751
41-30 OVERTIME PAY	0	500	500	0	0	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	90	155	155	150	200	215
41-45 INCENTIVE-CERTIFICATE PAY	200	300	300	225	300	600
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	3,196	3,398	3,398	2,301	3,068	3,403
47-20 TMRS RETIREMENT FUND	5,585	5,829	5,829	4,012	5,349	5,898
48-10 HEALTH/DENTAL INSURANCE	4,414	4,949	4,949	3,655	4,873	4,925
48-20 LIFE INSURANCE	117	99	99	88	117	95
48-30 DISABILITY INSURANCE	186	183	183	146	195	195
48-40 WORKERS COMP INSURANCE	144	148	148	105	140	175
48-50 EAP SERVICES	60	60	60	45	60	57
48-90 FLEX PLAN ADMINISTRATION	19	19	19	15	20	19
<b>Subtotal of PERSONNEL</b>	<b>\$56,152</b>	<b>\$59,100</b>	<b>\$59,100</b>	<b>\$40,948</b>	<b>\$54,597</b>	<b>\$59,833</b>
51-00 OFFICE SUPPLIES	\$1,205	\$1,200	\$1,200	\$808	\$1,077	\$1,236
52-00 PERSONNEL SUPPLIES	0	300	300	100	133	\$309
54-00 OPERATING SUPPLIES	617	600	600	136	181	\$618
58-00 OPERATING EQUIPMENT <\$5,000	0	200	200	0	0	\$206
<b>Subtotal of SUPPLIES</b>	<b>\$1,822</b>	<b>\$2,300</b>	<b>\$2,300</b>	<b>\$1,044</b>	<b>\$1,392</b>	<b>\$2,369</b>
63-00 VEHICLE MAINTENANCE	\$155	\$500	\$500	\$0	\$0	\$515
<b>Subtotal of MAINTENANCE</b>	<b>\$155</b>	<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$515</b>
71-30 ENGINEERING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
71-33 JOINT MOBILITY STUDY	0	0	0	0	0	0
73-11 VEHICLE INSURANCE	0	0	0	0	0	0
74-00 OPERATING SERVICES	107	800	800	0	0	824
74-01 POSTAL AND COURIER SERVICES	6	6	6	43	57	6
74-97 RECRUITMENT ADVERTISING	144	36	36	0	0	37
75-10 TRAINING	236	1,200	1,200	0	0	1,236
75-20 TRAVEL REIMBURSEMENTS	74	500	500	108	144	515
75-30 MEMBERSHIPS	30	300	300	268	357	309
78-00 CONTRACT SERVICES	8,618	5,000	5,000	3,745	4,993	5,146
78-31 VEHICLE LEASE-INTERNAL	2,689	1,561	1,561	1,561	2,081	1,561
<b>Subtotal of SERVICES</b>	<b>\$11,904</b>	<b>\$9,403</b>	<b>\$9,403</b>	<b>\$5,725</b>	<b>\$7,633</b>	<b>\$9,634</b>
<b>Totals for ENGINEERING</b>	<b>\$70,033</b>	<b>\$71,303</b>	<b>\$71,303</b>	<b>\$47,717</b>	<b>\$63,623</b>	<b>\$72,351</b>

**Community Development  
Projects (General Fund)  
001-3770-431**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$68,560	\$81,428	\$81,428	\$66,813	\$89,084	\$94,242
41-30 OVERTIME PAY	1,175	0	0	2,685	3,580	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	170	285	285	230	307	405
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	1,475	1,200	1,200	1,350	1,800	2,400
41-49 CELL PHONE ALLOWANCE	1,155	1,380	1,380	1,150	1,533	1,380
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,929	6,448	6,448	4,897	6,529	7,348
47-20 TMRS RETIREMENT FUND	9,529	11,063	11,063	9,471	12,628	12,737
48-10 HEALTH/DENTAL INSURANCE	13,199	19,131	19,131	14,436	19,248	19,751
48-20 LIFE INSURANCE	191	186	186	178	237	202
48-30 DISABILITY INSURANCE	301	345	345	298	397	415
48-40 WORKERS COMP INSURANCE	325	381	381	330	440	505
48-50 EAP SERVICES	101	121	121	90	120	114
48-90 FLEX PLAN ADMINISTRATION	32	39	39	29	39	39
<b>Subtotal of PERSONNEL</b>	<b>\$101,142</b>	<b>\$122,007</b>	<b>\$122,007</b>	<b>\$101,957</b>	<b>\$135,943</b>	<b>\$139,538</b>
51-00 OFFICE SUPPLIES	\$516	\$500	\$500	\$473	\$631	\$515
52-00 PERSONNEL SUPPLIES	110	0	0	0	0	0
53-00 VEHICLE SUPPLIES	0	115	115	0	0	118
53-01 FUEL	0	2,651	2,651	0	0	2,727
54-00 OPERATING SUPPLIES	633	775	775	180	240	798
58-00 OPERATING EQUIPMENT <\$5,000	150	500	500	0	0	515
<b>Subtotal of SUPPLIES</b>	<b>\$1,409</b>	<b>\$4,541</b>	<b>\$4,541</b>	<b>\$653</b>	<b>\$871</b>	<b>\$4,673</b>
63-00 VEHICLE MAINTENANCE	\$107	\$600	\$600	\$87	\$116	\$618
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
<b>Subtotal of MAINTENANCE</b>	<b>\$107</b>	<b>\$600</b>	<b>\$600</b>	<b>\$87</b>	<b>\$116</b>	<b>\$618</b>
73-11 VEHICLE INSURANCE	\$0	\$481	\$481	\$0	\$0	\$495
74-00 OPERATING SERVICES	0	0	0	39	52	0
74-01 POSTAL AND COURIER SERVICES	324	50	50	156	208	51
75-10 TRAINING	125	1,025	1,025	855	1,140	1,054
75-20 TRAVEL REIMBURSEMENTS	31	365	365	71	95	376
75-30 MEMBERSHIPS	736	125	125	125	167	129
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	199	200	200	199	265	206
78-31 VEHICLE LEASE-INTERNAL	18,000	1,800	1,800	1,800	2,400	1,800
<b>Subtotal of SERVICES</b>	<b>\$19,415</b>	<b>\$4,046</b>	<b>\$4,046</b>	<b>\$3,245</b>	<b>\$4,327</b>	<b>\$4,111</b>
<b>Totals for PROJECTS</b>	<b>\$122,073</b>	<b>\$131,194</b>	<b>\$131,194</b>	<b>\$105,942</b>	<b>\$141,256</b>	<b>\$148,940</b>

**Community Development  
Engineering (Water and Sewer Fund)  
401-3531-434**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$47,269	\$32,198	\$32,198	\$20,555	\$27,407	\$36,164
41-30 OVERTIME PAY	5,399	0	0	643	857	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	304	0	0	0	0	65
41-45 INCENTIVE-CERTIFICATE PAY	950	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	540	0	0	0	0	0
41-90 ACCRUED PAYROLL	(935)	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,017	2,483	2,463	1,566	2,088	2,682
47-20 TMRS RETIREMENT FUND	7,268	4,226	4,226	2,785	3,713	4,650
48-10 HEALTH/DENTAL INSURANCE	4,530	11,014	11,014	2,823	3,764	4,925
48-20 LIFE INSURANCE	140	74	74	54	72	77
48-30 DISABILITY INSURANCE	238	136	136	92	123	158
48-40 WORKERS COMP INSURANCE	248	151	151	72	96	140
48-50 EAP SERVICES	65	60	60	35	47	57
48-90 FLEX PLAN ADMINISTRATION	38	19	19	51	68	19
<b>Subtotal of PERSONNEL</b>	<b>\$70,071</b>	<b>\$50,361</b>	<b>\$50,341</b>	<b>\$28,676</b>	<b>\$38,235</b>	<b>\$48,937</b>
51-00 OFFICE SUPPLIES	\$460	\$1,600	\$1,600	\$1,261	\$1,681	\$1,646
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	0	0	0	0	0
<b>Subtotal of SUPPLIES</b>	<b>\$460</b>	<b>\$1,600</b>	<b>\$1,600</b>	<b>\$1,261</b>	<b>\$1,681</b>	<b>\$1,646</b>
63-00 VEHICLE MAINTENANCE	\$28	\$0	\$0	\$0	\$0	\$0
<b>Subtotal of MAINTENANCE</b>	<b>\$28</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
71-30 ENGINEERING SERVICES	\$25,040	\$25,850	\$25,850	\$21,776	\$29,035	\$26,603
71-34 GIS IMPLEMENTATION PLAN	0	0	0	0	0	0
73-11 VEHICLE INSURANCE	0	626	626	0	0	0
75-20 TRAVEL REIMBURSEMENTS	87	250	250	25	33	256
78-31 VEHICLE LEASE-INTERNAL	0	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$25,127</b>	<b>\$26,726</b>	<b>\$26,726</b>	<b>\$21,801</b>	<b>\$29,068</b>	<b>\$26,859</b>
<b>Totals for ENGINEERING</b>	<b>\$95,686</b>	<b>\$78,687</b>	<b>\$78,667</b>	<b>\$51,738</b>	<b>\$68,984</b>	<b>\$77,442</b>

**Community Development  
Projects (Water and Sewer Fund)  
401-3770-434**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$45,642	\$110,329	\$110,329	\$87,490	\$116,653	\$122,064
41-30 OVERTIME PAY	57	3,500	3,500	3,946	5,261	3,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	315	305	305	0	0	185
41-44 VEHICLE ALLOWANCE	2,850	3,600	3,600	2,850	3,800	3,600
41-45 INCENTIVE-CERTIFICATE PAY	500	1,800	1,800	1,800	2,400	4,800
41-49 CELL PHONE ALLOWANCE	440	1,080	1,080	800	1,067	960
41-90 ACCRUED PAYROLL	412	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	3,764	9,227	9,227	7,405	9,873	10,065
47-20 TMRS RETIREMENT FUND	6,807	15,831	15,831	12,699	16,932	17,447
48-10 HEALTH/DENTAL INSURANCE	5,370	8,902	8,902	261	348	348
48-20 LIFE INSURANCE	119	248	248	225	300	261
48-30 DISABILITY INSURANCE	201	459	459	379	505	536
48-40 WORKERS COMP INSURANCE	82	346	346	282	376	500
48-50 EAP SERVICES	45	121	121	90	120	114
48-90 FLEX PLAN ADMINISTRATION	14	19	19	15	20	19
<b>Subtotal of PERSONNEL</b>	<b>\$66,618</b>	<b>\$155,767</b>	<b>\$155,767</b>	<b>\$118,242</b>	<b>\$157,656</b>	<b>\$164,399</b>
51-00 OFFICE SUPPLIES	\$263	\$400	\$400	\$271	\$361	\$412
52-00 PERSONNEL SUPPLIES	0	115	115	110	147	118
53-00 VEHICLE SUPPLIES	0	200	200	0	0	206
53-01 FUEL	1,178	757	757	999	1,332	1,698
54-00 OPERATING SUPPLIES	313	450	450	0	0	462
58-00 OPERATING EQUIPMENT <\$5,000	150	500	500	0	0	515
<b>Subtotal of SUPPLIES</b>	<b>\$1,904</b>	<b>\$2,422</b>	<b>\$2,422</b>	<b>\$1,380</b>	<b>\$1,840</b>	<b>\$3,411</b>
63-00 VEHICLE MAINTENANCE	\$0	\$200	\$200	\$0	\$0	\$206
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
<b>Subtotal of MAINTENANCE</b>	<b>\$0</b>	<b>\$200</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$206</b>
73-11 VEHICLE INSURANCE	\$738	\$329	\$329	\$588	\$784	\$339
74-00 OPERATING SERVICES	0	750	750	0	0	771
74-01 POSTAL AND COURIER SERVICES	0	500	500	0	0	515
74-97 RECRUITMENT ADVERTISING	108	0	0	0	0	0
75-10 TRAINING	0	250	250	0	0	256
75-20 TRAVEL REIMBURSEMENTS	3	250	250	207	276	256
75-30 MEMBERSHIPS	0	121	121	140	187	125
78-00 CONTRACT SERVICES	199	0	0	0	0	0
78-30 RENTAL	0	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	1,701	1,701	1,701	1,701	2,268	1,701
<b>Subtotal of SERVICES</b>	<b>\$2,749</b>	<b>\$3,901</b>	<b>\$3,901</b>	<b>\$2,636</b>	<b>\$3,515</b>	<b>\$3,963</b>
<b>Totals for PROJECTS</b>	<b>\$71,271</b>	<b>\$162,290</b>	<b>\$162,290</b>	<b>\$122,258</b>	<b>\$163,011</b>	<b>\$171,979</b>

## Public Works

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### 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.

### Current Operations

Current operations emphasize long-range planning practices and programs that cover a variety of activities within the Department, such as:

- Implement Concrete Street Repair and Asphalt Overlay Programs
- Implement Sign Replacement Program
- Implement Fire Hydrant Maintenance Program
- Implement Sanitary Sewer Rehabilitation Program

### Highlights of the Budget

#### Street Maintenance Program

This is the sixth 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 budgeted amount this year for the program is \$800,000.

#### Sanitary Sewer Rehabilitation Program

This program will begin its seventh 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. The budgeted amount for this program is \$300,000.

### Departmental Goals and Measures

#### Goal 1 (linked to City Goal 6)

A goal of the Department is to improve customer satisfaction within the Public Works divisions. To accomplish this goal, the Department is implementing a number of maintenance programs along with a set of proactive performance measures that establish better accountability to the stakeholders serviced by the Department.

#### Objective:

The objective of the Public Works Department is to complete Water & Sewer work orders within two working days or less, and achieve this objective at least 90% of the time.

## Public Works

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Water & Sewer Work Orders (each)	2,320	2,250	2,100	2,100
Average Time to Complete Water & Sewer Work Orders (days)	1.26	1.3	2	2
Percentage of Water & Sewer Work Orders Completed Within 2 Working Days	95.4%	95%	90%	90%

Trends: The Public Works Department begins its sixth year of implementing several long-range maintenance programs. The success of these programs is testimony to the hard work of the employees of the division and to the success of the performance measures detailed above. All measures were completed within the targets for each.

### Goal 2 (linked to City Goals 1 & 3)

The second goal of the Public Works Department is to complete Streets & Drainage work orders within an average of 10 working days or less, and achieve this objective at least 80% of the time.

#### Objective:

To accomplish this goal, the Department is implementing a number of maintenance programs along with a set of proactive performance measures that establish better accountability to the stakeholders serviced by the Department.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Streets & Drainage Work Orders (each)	444	475	500	500
Average Time to Complete Street & Drainage Work Orders (days)	6.8	9.0	10	10
Percentage of Street & Drainage Work Orders Completed within 10 Working Days	85%	83%	80%	80%

Trends: The Public Works Department begins its sixth year of implementing several long-range maintenance programs. The success of these programs is testimony to the hard work of the employees of the division and to the success of the performance measures detailed above. Closer scrutiny of the last 6 years indicates that the average time to respond to a Streets and Drainage work order has been reduced considerably. The systematic, proactive maintenance program for the city's infrastructure has led to this success.

### Goal 3 (linked to City Goals 1, 3 & 6)

Another goal of the Department is to assure the water demands are met according to the Subsidence District mandates.

Objective:

Manage and operate the water facilities in a manner that meets the 80-20 % rule.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Percent annual total surface water	97	99	93	90

Trends: Harris-Galveston coastal Subsidence District 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 will need to be prepared to plan for the future and purchase additional surface water in order to meet future demands.

**Public Works  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration (GF)	133,322	168,929	168,929	120,525	160,700	177,790	5.2%
Streets/Sidewalks	895,552	974,658	1,015,654	680,163	906,884	1,033,419	6.0%
Drainage Operations	290,511	434,551	570,116	384,259	512,345	349,782	-19.5%
Sanitation	3,197	0	0	1,293	1,724	0	N/A
Administration (W/S)	90,786	44,490	44,490	32,548	43,397	47,467	6.7%
Water Operations	1,731,628	1,936,401	1,949,192	1,007,284	1,343,045	1,912,503	-1.2%
Sewer Operations	1,842,744	2,107,525	2,187,167	1,360,645	1,814,189	2,245,226	6.5%
Customer Service	153,944	151,061	151,061	107,232	142,976	160,835	6.5%
<b>Department Total</b>	<b>\$5,141,684</b>	<b>\$5,817,615</b>	<b>\$6,086,609</b>	<b>\$3,693,949</b>	<b>\$4,925,260</b>	<b>\$5,927,022</b>	<b>1.9%</b>

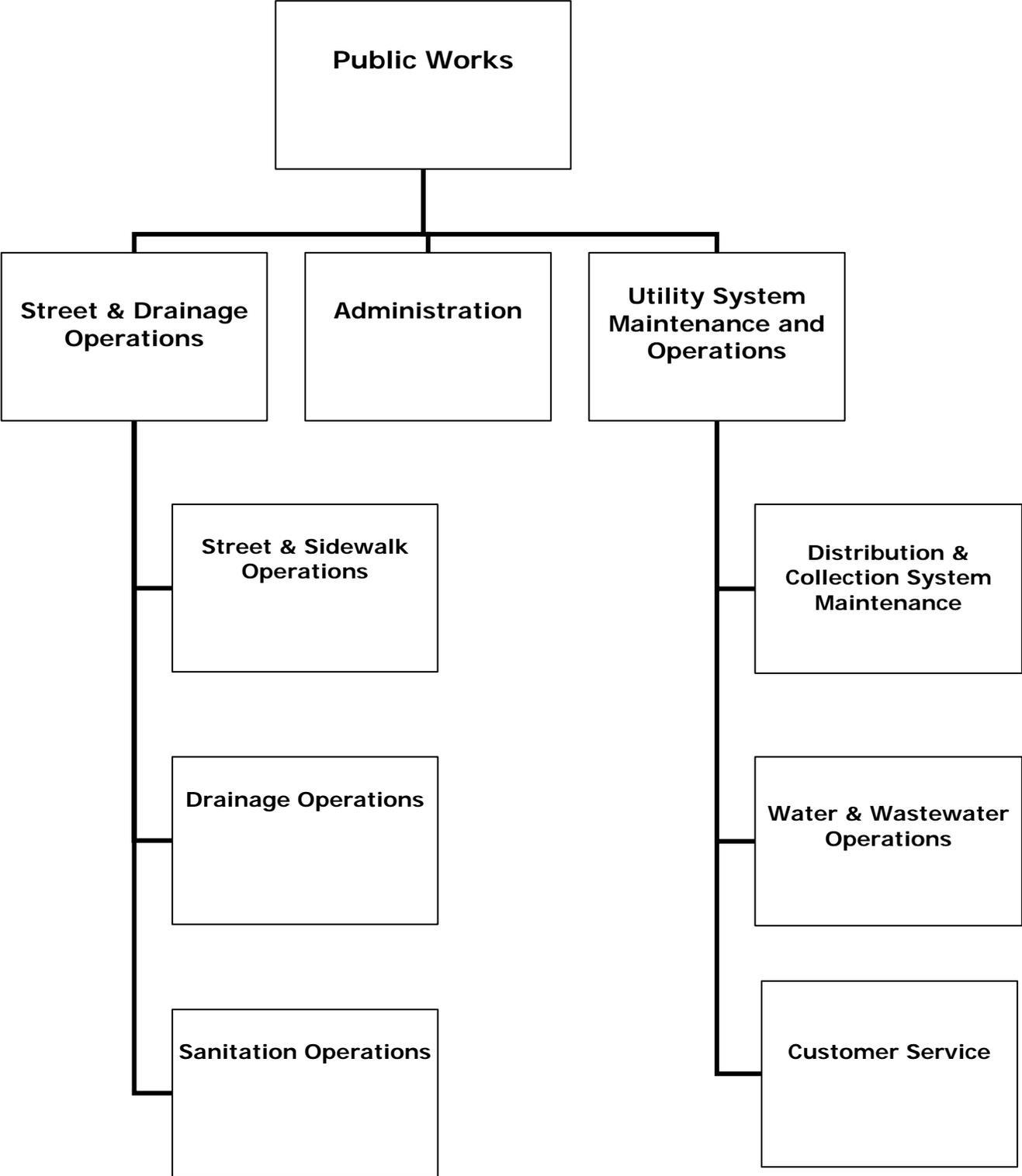
**EXPENDITURE BY CLASSIFICATION**

Classification	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Salaries and Benefits	1,652,411	1,867,380	1,867,380	1,273,190	1,697,587	1,917,016	2.7%
Supplies	191,167	212,511	211,811	139,147	185,525	230,095	8.3%
Maintenance	294,409	444,949	492,136	212,683	283,578	489,132	9.9%
Services	2,941,457	3,084,375	3,322,782	1,930,439	2,573,918	3,210,879	4.1%
Capital Outlay	6,338	128,500	112,600	84,965	113,287	0	N/A
Other	55,902	79,900	79,900	53,525	71,365	79,900	0.0%
<b>Department Total</b>	<b>\$5,141,684</b>	<b>\$5,817,615</b>	<b>\$6,086,609</b>	<b>\$3,693,949</b>	<b>\$4,925,260</b>	<b>\$5,927,022</b>	<b>1.9%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget	% Change in Budget from FY07 to FY08
Administration (GF)	0.0	2.0	2.0	2.0	2.0	2.0	0.0%
Streets/Sidewalks	8.0	8.0	8.0	8.0	8.0	8.0	0.0%
Drainage Operations	4.0	6.0	6.0	6.0	6.0	6.0	0.0%
Administration (W/S)	2.0	1.0	1.0	1.0	1.0	1.0	0.0%
Water Operations	9.0	9.0	9.0	9.0	9.0	9.0	0.0%
Sewer Operations	8.0	8.0	8.0	8.0	8.0	8.0	0.0%
Customer Service	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
<b>Department Total</b>	<b>33.0</b>	<b>36.0</b>	<b>36.0</b>	<b>36.0</b>	<b>36.0</b>	<b>36.0</b>	<b>0.0%</b>

**PUBLIC WORKS**



**Public Works  
Administration (General Fund)  
001-3401-431**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$91,566	\$119,537	\$119,537	\$84,767	\$113,023	\$125,144
41-30 OVERTIME PAY	95	1,000	1,000	498	664	1,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,043	1,640	1,640	1,635	2,180	1,760
41-44 VEHICLE ALLOWANCE	2,400	3,600	3,600	2,700	3,600	3,600
41-45 INCENTIVE-CERTIFICATE PAY	400	300	300	225	300	600
41-49 CELL PHONE ALLOWANCE	300	420	420	315	420	420
41-90 ACCRUED PAYROLL	3,271	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	7,140	9,677	9,677	6,508	8,677	9,978
47-20 TMRS RETIREMENT FUND	13,054	16,603	16,603	11,814	15,752	17,294
48-10 HEALTH/DENTAL INSURANCE	10,652	11,729	11,729	9,557	12,743	13,441
48-20 LIFE INSURANCE	266	271	271	240	320	271
48-30 DISABILITY INSURANCE	413	502	502	403	537	556
48-40 WORKERS COMP INSURANCE	160	202	202	156	208	260
48-50 EAP SERVICES	105	121	121	90	120	114
48-90 FLEX PLAN ADMINISTRATION	71	103	103	80	107	103
<b>Subtotal of PERSONNEL</b>	<b>\$130,936</b>	<b>\$165,705</b>	<b>\$165,705</b>	<b>\$118,988</b>	<b>\$158,651</b>	<b>\$174,541</b>
51-00 OFFICE SUPPLIES	\$302	\$1,200	\$1,200	\$449	\$599	\$1,236
52-00 PERSONNEL SUPPLIES	0	198	198	106	141	204
54-00 OPERATING SUPPLIES	441	300	300	98	131	309
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
<b>Subtotal of SUPPLIES</b>	<b>\$743</b>	<b>\$1,698</b>	<b>\$1,698</b>	<b>\$653</b>	<b>\$871</b>	<b>\$1,749</b>
68-00 EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
<b>Subtotal of MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	0	100	100	225	300	103
74-01 POSTAL AND COURIER SERVICES	64	75	75	67	89	77
74-94 PERMITS & INSPECTION FEES	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	316	316	0	0	0
75-10 TRAINING	635	275	275	0	0	386
75-20 TRAVEL REIMBURSEMENTS	585	440	440	0	0	606
75-30 MEMBERSHIPS	172	320	320	592	789	328
76-12 TELEPHONE/ COMMUNICATIONS	187	0	0	0	0	0
76-16 REFUSE SERVICES	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$1,643</b>	<b>\$1,526</b>	<b>\$1,526</b>	<b>\$884</b>	<b>\$1,179</b>	<b>\$1,500</b>
<b>Totals for ADMINISTRATION</b>	<b>\$133,322</b>	<b>\$168,929</b>	<b>\$168,929</b>	<b>\$120,525</b>	<b>\$160,700</b>	<b>\$177,790</b>

**Public Works  
Streets/Sidewalk Operations  
001-3610-431**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$224,247	\$252,339	\$252,339	\$176,139	\$234,852	\$254,555
41-30 OVERTIME PAY	5,003	10,179	10,179	5,024	6,699	10,179
41-43 LONGEVITY PAY	5,686	5,800	5,800	5,665	7,553	6,135
41-45 INCENTIVE-CERTIFICATE PAY	300	300	300	225	300	600
41-49 CELL PHONE ALLOWANCE	1,030	1,380	1,380	1,035	1,380	1,380
41-90 ACCRUED PAYROLL	396	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	17,249	20,655	20,655	13,331	17,775	20,614
47-20 TMRS RETIREMENT FUND	31,146	35,437	35,437	24,666	32,888	35,731
48-10 HEALTH/DENTAL INSURANCE	38,205	46,869	46,869	39,265	52,353	61,032
48-20 LIFE INSURANCE	630	574	574	504	672	553
48-30 DISABILITY INSURANCE	997	1,062	1,062	838	1,117	1,135
48-40 WORKERS COMP INSURANCE	11,218	12,694	12,694	9,073	12,097	15,001
48-50 EAP SERVICES	453	483	483	360	480	456
48-90 FLEX PLAN ADMINISTRATION	182	219	219	168	224	218
<b>Subtotal of PERSONNEL</b>	<b>\$336,742</b>	<b>\$387,991</b>	<b>\$387,991</b>	<b>\$276,293</b>	<b>\$368,391</b>	<b>\$407,589</b>
51-00 OFFICE SUPPLIES	\$229	\$250	\$250	\$149	\$199	\$256
52-00 PERSONNEL SUPPLIES	4,105	5,257	5,257	4,398	5,864	5,411
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
53-01 FUEL	15,704	15,300	15,300	11,141	14,855	16,063
54-00 OPERATING SUPPLIES	3,091	2,537	2,537	3,078	4,104	2,623
54-74 SIGN MATERIALS	25,807	29,413	29,413	27,926	37,235	30,270
54-95 CHEMICALS	12	0	0	0	0	0
56-00 FACILITY SUPPLIES	517	1,014	614	105	140	1,030
58-00 OPERATING EQUIPMENT <\$5,000	3,589	5,851	5,851	3,745	4,993	6,025
<b>Subtotal of SUPPLIES</b>	<b>\$53,054</b>	<b>\$59,622</b>	<b>\$59,222</b>	<b>\$50,542</b>	<b>\$67,389</b>	<b>\$61,678</b>
63-00 VEHICLE MAINTENANCE	\$8,308	\$12,415	\$12,415	\$7,464	\$9,952	\$13,256
65-10 STREET MAINTENANCE	44,603	80,877	80,877	32,096	42,795	82,639
65-11 CONCRETE STREET MAINT	289	0	0	0	0	0
65-12 ASPHALT STREET MAINT	794	0	0	0	0	0
65-15 BRIDGE MAINTENANCE	900	1,000	1,000	0	0	1,030
65-17 TRAFFIC LIGHT MAINTENANCE	1,148	165	165	195	260	309
65-20 SIDEWALK MAINTENANCE	12,450	17,500	58,496	32,994	43,992	18,010
68-00 EQUIPMENT MAINTENANCE	13,946	18,000	18,000	5,296	7,061	18,525
68-71 CONSTRUCTION EQUIP MAINT	3,734	3,000	3,000	549	732	3,088
<b>Subtotal of MAINTENANCE</b>	<b>\$86,172</b>	<b>\$132,957</b>	<b>\$173,953</b>	<b>\$78,594</b>	<b>\$104,792</b>	<b>\$136,857</b>
73-11 VEHICLE INSURANCE	\$4,114	\$4,705	\$4,705	\$3,230	\$4,307	\$4,842
74-00 OPERATING SERVICES	1,680	1,803	1,803	230	307	1,852
74-97 RECRUITMENT ADVERSTING	180	324	324	36	48	309
75-10 TRAINING	125	377	377	0	0	388
75-20 TRAVEL REIMBURSEMENTS	3	105	105	0	0	108
75-30 MEMBERSHIPS	121	121	121	186	248	125
76-11 ELECTRICITY	396,691	375,000	375,000	256,770	342,360	407,965
76-25 SAFETY SERVICES	0	0	400	263	351	0
78-00 CONTRACT SERVICES	500	1,148	1,148	4,239	5,652	1,181
78-30 RENTAL	52	725	725	0	0	745
78-31 VEHICLE LEASE-INTERNAL	9,780	9,780	9,780	9,780	13,040	9,780
79-71 EMERGENCY - SERVICES	0	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$413,246</b>	<b>\$394,088</b>	<b>\$394,488</b>	<b>\$274,734</b>	<b>\$366,312</b>	<b>\$427,295</b>
88-00 CAPITAL EQUIPMENT	\$6,338	\$0	\$0	\$0	\$0	\$0
<b>Subtotal of CAPITAL</b>	<b>\$6,338</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for STREET/SIDEWALK OPERATION</b>	<b>\$895,552</b>	<b>\$974,658</b>	<b>\$1,015,654</b>	<b>\$680,163</b>	<b>\$906,884</b>	<b>\$1,033,419</b>

**Public Works  
Drainage Operations  
001-3620-431**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$134,242	\$184,491	\$184,491	\$113,735	\$151,647	\$189,168
41-30 OVERTIME PAY	4,344	6,138	6,138	8,291	11,055	6,138
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,230	4,505	4,505	4,470	5,960	4,810
41-45 INCENTIVE-CERTIFICATE PAY	1,200	1,200	1,200	900	1,200	2,400
41-49 CELL PHONE ALLOWANCE	540	540	540	405	540	540
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	10,511	15,060	15,060	9,335	12,447	15,184
47-20 TMRS RETIREMENT FUND	19,053	25,806	25,806	16,765	22,353	26,319
48-10 HEALTH/DENTAL INSURANCE	23,204	45,709	45,709	23,631	31,508	36,845
48-20 LIFE INSURANCE	376	423	423	340	453	406
48-30 DISABILITY INSURANCE	597	802	802	568	757	834
48-40 WORKERS COMP INSURANCE	4,776	7,158	7,158	4,485	5,980	8,552
48-50 EAP SERVICES	240	361	361	240	320	342
48-90 FLEX PLAN ADMINISTRATION	76	243	243	78	104	243
<b>Subtotal of PERSONNEL</b>	<b>\$203,389</b>	<b>\$292,436</b>	<b>\$292,436</b>	<b>\$183,243</b>	<b>\$244,324</b>	<b>\$291,781</b>
52-00 PERSONNEL SUPPLIES	\$1,022	\$2,518	\$2,518	\$1,856	\$2,475	\$3,700
53-01 FUEL	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	1,355	741	741	978	1,304	771
54-95 CHEMICALS	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	18	570	570	610	813	2,058
<b>Subtotal of SUPPLIES</b>	<b>\$2,395</b>	<b>\$3,829</b>	<b>\$3,829</b>	<b>\$3,444</b>	<b>\$4,592</b>	<b>\$6,529</b>
65-30 DRAINAGE MAINTENANCE	\$9,020	\$41,811	\$35,211	\$5,216	\$6,955	\$45,281
<b>Subtotal of MAINTENANCE</b>	<b>\$9,020</b>	<b>\$41,811</b>	<b>\$35,211</b>	<b>\$5,216</b>	<b>\$6,955</b>	<b>\$45,281</b>
71-35 DRAINAGE MASTER PLAN	\$19,653	\$0	\$130,347	\$110,233	\$146,977	\$0
74-00 OPERATING SERVICES	0	1,051	1,051	0	0	1,622
75-10 TRAINING	0	0	0	0	0	0
75-30 MEMBERSHIPS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	51,355	0	27,718	13,859	18,479	0
78-30 RENTAL	0	725	725	0	0	771
78-31 VEHICLE LEASE-INTERNAL	4,699	4,699	4,699	4,699	6,265	3,798
<b>Subtotal of SERVICES</b>	<b>\$75,707</b>	<b>\$6,475</b>	<b>\$164,540</b>	<b>\$128,791</b>	<b>\$171,721</b>	<b>\$6,191</b>
88-00 CAPITAL EQUIPMENT	\$0	\$90,000	\$74,100	\$63,565	\$84,753	\$0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$90,000</b>	<b>\$74,100</b>	<b>\$63,565</b>	<b>\$84,753</b>	<b>\$0</b>
<b>Totals for DRAINAGE OPERATIONS</b>	<b>\$290,511</b>	<b>\$434,551</b>	<b>\$570,116</b>	<b>\$384,259</b>	<b>\$512,345</b>	<b>\$349,782</b>

**Public Works  
Sanitation (General Fund)  
001-3630-432**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
98-30 PROVISION FOR UNCOLL A/R	\$3,197	\$0	\$0	\$1,293	\$1,724	\$0
Subtotal of OTHER	\$3,197	\$0	\$0	\$1,293	\$1,724	\$0
<b>Totals for SANITATION OPERATIONS</b>	<b>\$3,197</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,293</b>	<b>\$1,724</b>	<b>\$0</b>

**Public Works  
Administration (Water and Sewer Fund)  
401-3601-434**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$59,587	\$28,606	\$28,606	\$20,296	\$27,061	\$29,879
41-30 OVERTIME PAY	689	1,000	1,000	347	463	1,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,105	235	235	230	307	295
41-44 VEHICLE ALLOWANCE	1,650	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	1,100	600	600	450	600	1,200
41-49 CELL PHONE ALLOWANCE	210	0	0	0	0	0
41-90 ACCRUED PAYROLL	(10,072)	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,866	2,329	2,329	1,631	2,175	2,419
47-20 TMRS RETIREMENT FUND	8,523	3,995	3,995	2,797	3,729	4,194
48-10 HEALTH/DENTAL INSURANCE	321	0	0	0	0	0
48-20 LIFE INSURANCE	171	64	64	59	79	64
48-30 DISABILITY INSURANCE	282	119	119	97	129	132
48-40 WORKERS COMP INSURANCE	103	49	49	37	49	63
48-50 EAP SERVICES	86	60	60	45	60	57
48-90 FLEX PLAN ADMINISTRATION	43	0	0	0	0	0
<b>Subtotal of PERSONNEL</b>	<b>\$68,664</b>	<b>\$37,057</b>	<b>\$37,057</b>	<b>\$25,989</b>	<b>\$34,652</b>	<b>\$39,303</b>
51-00 OFFICE SUPPLIES	\$288	\$526	\$526	\$263	\$351	\$542
52-00 PERSONNEL SUPPLIES	0	22	22	22	29	23
54-00 OPERATING SUPPLIES	85	135	135	85	113	139
54-77 WATER CONSERVE LITERATURE	1,383	1,500	1,500	0	0	1,543
<b>Subtotal of SUPPLIES</b>	<b>\$1,756</b>	<b>\$2,183</b>	<b>\$2,183</b>	<b>\$370</b>	<b>\$493</b>	<b>\$2,247</b>
73-11 VEHICLE INSURANCE	\$868	\$0	\$0	\$606	\$808	\$0
74-00 OPERATING SERVICES	0	0	0	0	0	0
74-01 POSTAL/COURIER SERVICES	1	0	0	0	0	0
74-22 CONSUMER CONFIDENCE RPT	5,220	5,250	5,250	5,583	7,444	5,917
75-10 TRAINING	555	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	561	0	0	0	0	0
75-30 MEMBERSHIPS	323	0	0	0	0	0
78-30 RENTAL	0	0	0	0	0	0
79-12 WATER CONSERVATION PROGRM	12,838	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$20,366</b>	<b>\$5,250</b>	<b>\$5,250</b>	<b>\$6,189</b>	<b>\$8,252</b>	<b>\$5,917</b>
<b>Totals for PUBLIC WORKS ADMIN</b>	<b>\$90,786</b>	<b>\$44,490</b>	<b>\$44,490</b>	<b>\$32,548</b>	<b>\$43,397</b>	<b>\$47,467</b>

**Public Works**  
**Water Operations (Water and Sewer Fund)**  
**401-3642-434**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$247,199	\$290,752	\$290,752	\$195,361	\$260,481	\$280,420
41-30 OVERTIME PAY	44,665	45,858	45,858	22,037	29,383	45,858
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,763	5,355	5,355	5,100	6,800	4,320
41-45 INCENTIVE-CERTIFICATE PAY	2,025	2,400	2,400	1,575	2,100	4,200
41-46 SALARY ADJUSTMENT	0	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	705	960	960	315	420	540
41-90 ACCRUED PAYROLL	19,381	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	21,464	26,417	26,417	15,670	20,893	25,233
47-20 TMRS RETIREMENT FUND	39,650	45,324	45,324	29,441	39,255	43,737
48-10 HEALTH/DENTAL INSURANCE	49,726	72,098	72,098	49,777	66,369	65,314
48-20 LIFE INSURANCE	690	660	660	556	741	605
48-30 DISABILITY INSURANCE	1,088	1,222	1,222	925	1,233	1,243
48-40 WORKERS COMP INSURANCE	5,720	6,672	6,672	3,990	5,320	6,351
48-50 EAP SERVICES	474	543	543	395	527	513
48-90 FLEX PLAN ADMINISTRATION	215	238	238	179	239	238
<b>Subtotal of PERSONNEL</b>	<b>\$437,765</b>	<b>\$498,499</b>	<b>\$498,499</b>	<b>\$325,321</b>	<b>\$433,761</b>	<b>\$478,572</b>
51-00 OFFICE SUPPLIES	\$187	\$237	\$237	\$147	\$196	\$256
52-00 PERSONNEL SUPPLIES	3,590	5,938	5,938	3,798	5,064	6,145
53-00 VEHICLE SUPPLIES	123	0	0	0	0	0
53-01 FUEL	26,529	23,436	23,436	19,802	26,403	31,523
54-00 OPERATING SUPPLIES	7,330	9,970	9,970	6,201	8,268	10,260
54-75 WATER METERS & BOXES	45,344	47,688	47,688	23,898	31,864	49,073
54-78 FIRE HYDRANT PROGRAM	0	0	0	0	0	0
54-95 HAZARDOUS MATERIALS	6,735	14,536	14,536	2,466	3,288	15,025
56-00 FACILITY SUPPLIES	378	1,053	903	0	0	1,080
58-00 OPERATING EQUIPMENT <\$5,000	4,721	5,000	5,000	1,390	1,853	5,146
<b>Subtotal of SUPPLIES</b>	<b>\$94,937</b>	<b>\$107,858</b>	<b>\$107,708</b>	<b>\$57,702</b>	<b>\$76,936</b>	<b>\$118,508</b>
63-00 VEHICLE MAINTENANCE	\$5,529	\$6,024	\$6,024	\$8,802	\$11,736	\$6,190
65-41 DISTRIBUTION LINE MAINT	60,672	91,589	92,705	23,005	30,673	94,164
65-42 WATER WELL MAINTENANCE	3	0	0	0	0	0
65-43 WATER PLANT MAINTENANCE	18,538	36,695	48,370	11,325	15,100	37,769
65-46 FIRE HYDRANT MAINTENANCE	24,113	34,500	34,500	8,262	11,016	35,505
65-47 WATER METER MAINTENANCE	5,838	6,400	6,400	134	179	6,586
65-51 COLLECTION LINE MAINTANCE	0	0	0	0	0	0
65-52 LIFT STATION MAINTENANCE	0	0	0	0	0	0
68-00 EQUIPMENT MAINTENANCE	3,300	2,970	2,970	2,704	3,605	3,035
68-71 CONSTRUCTION EQUIP MAINT	144	1,100	1,100	0	0	5,764
<b>Subtotal of MAINTENANCE</b>	<b>\$118,137</b>	<b>\$179,278</b>	<b>\$192,069</b>	<b>\$54,232</b>	<b>\$72,309</b>	<b>\$189,013</b>
73-11 VEHICLE INSURANCE	\$1,998	\$2,833	\$2,833	\$1,836	\$2,448	\$0
74-00 OPERATING SERVICES	9,652	29,521	29,521	11,080	14,773	30,380
74-71 PURCHASED WATER	866,197	896,000	896,000	420,478	560,637	922,093
74-92 SPECIAL EVENTS	1,646	0	0	0	0	0
74-94 PERMITS & INSPECTION FEES	9,410	10,000	10,000	10,095	13,460	10,291
74-97 RECRUITMENT ADVERSTING	216	0	0	396	528	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	1,250	1,667	0
75-10 TRAINING	1,630	3,205	3,205	1,005	1,340	3,299
75-20 TRAVEL REIMBURSEMENTS	641	872	872	160	213	898
75-30 MEMBERSHIPS	472	112	112	466	621	115
76-11 ELECTRICITY	74,171	100,815	100,815	45,352	60,469	65,367
76-12 TELEPHONE/COMMUNICATIONS	1,022	0	0	553	737	0
76-13 NATURAL GAS	427	0	0	98	131	0
76-25 SAFETY SERVICES	0	0	150	88	117	0
78-00 CONTRACT SERVICES	29,386	0	0	69	92	0
78-30 RENTAL	135	1,135	1,135	0	0	1,169
78-31 VEHICLE LEASE-INTERNAL	8,890	7,723	7,723	7,723	10,297	7,723
78-40 POLLUTION CONTROL & ABATE	12,050	18,050	18,050	6,649	8,865	18,575
<b>Subtotal of SERVICES</b>	<b>\$1,017,943</b>	<b>\$1,070,266</b>	<b>\$1,070,416</b>	<b>\$507,298</b>	<b>\$676,397</b>	<b>\$1,059,910</b>
88-00 CAPITAL EQUIPMENT	\$0	\$14,000	\$14,000	\$10,499	\$13,999	\$0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$10,499</b>	<b>\$13,999</b>	<b>\$0</b>
93-42 95 CITY OF HOUSTON BONDS	\$62,846	\$66,500	\$66,500	\$52,232	\$69,643	\$66,500
<b>Subtotal of OTHER</b>	<b>\$62,846</b>	<b>\$66,500</b>	<b>\$66,500</b>	<b>\$52,232</b>	<b>\$69,643</b>	<b>\$66,500</b>
<b>Totals for WATER OPERATIONS</b>	<b>\$1,731,628</b>	<b>\$1,936,401</b>	<b>\$1,949,192</b>	<b>\$1,007,284</b>	<b>\$1,343,045</b>	<b>\$1,912,503</b>

**Public Works  
Sewer Operation (Water and Sewer Fund)  
401-3647-433**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$240,314	\$250,253	\$250,253	\$170,472	\$227,296	\$264,078
41-30 OVERTIME PAY	25,330	30,843	30,843	16,194	21,592	30,843
41-43 LONGEVITY PAY	3,045	3,595	3,595	3,642	4,856	4,570
41-45 INCENTIVE-CERTIFICATE PAY	850	1,200	1,200	650	867	600
41-49 CELL PHONE ALLOWANCE	540	540	540	450	600	540
41-90 ACCRUED PAYROLL	9,677	0	0	5,160	6,880	0
47-10 SOCIAL SECURITY/MEDICARE	19,336	21,912	21,912	13,863	18,484	22,645
47-20 TMRS RETIREMENT FUND	35,571	37,594	37,594	25,786	34,381	39,252
48-10 HEALTH/DENTAL INSURANCE	40,889	45,364	45,364	36,145	48,193	61,247
48-20 LIFE INSURANCE	670	567	567	469	625	571
48-30 DISABILITY INSURANCE	1,062	1,051	1,051	773	1,031	1,173
48-40 WORKERS COMP INSURANCE	3,836	5,381	5,381	3,460	4,613	5,959
48-50 EAP SERVICES	479	483	483	330	440	456
48-90 FLEX PLAN ADMINISTRATION	131	116	116	96	128	116
<b>Subtotal of PERSONNEL</b>	<b>\$381,730</b>	<b>\$398,899</b>	<b>\$398,899</b>	<b>\$277,490</b>	<b>\$369,987</b>	<b>\$432,050</b>
5100 OFFICE SUPPLIES	\$0	\$0	\$0	\$3	\$4	\$0
52-00 PERSONNEL SUPPLIES	\$4,211	\$5,611	\$5,611	\$4,563	6,084	5,774
53-00 VEHICLE SUPPLIES	30	0	0	0	0	0
53-01 FUEL	29,562	24,375	24,375	18,978	25,304	26,076
54-00 OPERATING SUPPLIES	2,362	2,442	2,442	1,304	1,739	2,511
56-00 FACILITY SUPPLIES	297	819	669	0	0	843
58-00 OPERATING EQUIPMENT <\$5,000	169	2,000	2,000	589	785	2,058
<b>Subtotal of SUPPLIES</b>	<b>\$36,631</b>	<b>\$35,247</b>	<b>\$35,097</b>	<b>\$25,437</b>	<b>\$33,912</b>	<b>\$37,262</b>
62-40 FENCE MAINTENANCE	\$716	\$1,030	\$1,030	\$1,141	\$1,521	\$1,030
63-00 VEHICLE MAINTENANCE	2,659	4,506	4,506	6,559	8,745	4,631
65-51 COLLECTION LINE MAINTENANCE	30,014	24,713	24,713	20,112	26,816	25,419
65-52 LIFT STATION MAINTENANCE	41,247	50,659	50,659	45,247	60,329	76,625
68-00 EQUIPMENT MAINTENANCE	4,289	7,460	7,460	723	964	7,667
68-71 CONSTRUCTION EQUIP MAINT.	0	1,100	1,100	179	239	1,133
<b>Subtotal of MAINTENANCE</b>	<b>\$78,925</b>	<b>\$89,468</b>	<b>\$89,468</b>	<b>\$73,961</b>	<b>\$98,615</b>	<b>\$116,505</b>
73-11 VEHICLE INSURANCE	\$2,657	\$2,864	\$2,864	\$1,839	\$2,452	\$2,949
74-00 OPERATING SERVICES	463	462	462	303	404	474
74-73 BLACKHAWK WW OPERATIONS	1,180,503	1,341,900	1,421,542	829,237	1,105,649	1,424,684
74-97 RECRUITMENT ADVERSTING	36	0	0	72	96	0
74-98 JUDGMENTS & DAMAGE CLAIM	3,939	0	0	0	0	0
75-10 TRAINING	1,060	3,200	3,200	1,220	1,627	3,294
75-20 TRAVEL REIMBURSEMENTS	393	745	745	23	31	767
75-30 MEMBERSHIPS	96	96	96	338	451	99
76-11 ELECTRICITY	142,631	173,922	173,922	118,674	158,232	196,392
76-12 TELEPHONE/ COMMUNICATIONS	242	0	0	238	317	0
76-25 SAFETY SERVICES	0	0	150	90	120	0
78-30 RENTAL	1,000	2,000	2,000	0	0	2,058
78-31 VEHICLE LEASE-INTERNAL	22,579	20,822	20,822	20,822	27,763	15,292
<b>Subtotal of SERVICES</b>	<b>\$1,355,599</b>	<b>\$1,546,011</b>	<b>\$1,625,803</b>	<b>\$972,856</b>	<b>\$1,297,141</b>	<b>\$1,646,009</b>
84-00 CAPITAL OPERATING EQUIP	\$0	\$24,500	\$24,500	\$10,901	\$14,535	\$0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$24,500</b>	<b>\$24,500</b>	<b>\$10,901</b>	<b>\$14,535</b>	<b>\$0</b>
90-61 BLACKHAWK WWTP OPER RESRV	(10,141)	\$13,400	\$13,400	\$0	\$0	\$13,400
<b>Subtotal of OTHER</b>	<b>(10,141)</b>	<b>\$13,400</b>	<b>\$13,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,400</b>
<b>Totals for SEWER OPERATIONS</b>	<b>\$1,842,744</b>	<b>\$2,107,525</b>	<b>\$2,187,167</b>	<b>\$1,360,645</b>	<b>\$1,814,189</b>	<b>\$2,245,226</b>

**Public Works  
Customer Service (Water and Sewer Fund)  
401-3648-434**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$53,305	\$52,771	\$52,771	\$38,130	\$50,840	55,980
41-30 OVERTIME PAY	4,667	2,000	2,000	3,133	4,177	2,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,140	1,115	1,115	1,110	1,480	1,315
41-45 INCENTIVE-CERTIFICATE PAY	925	900	900	475	633	1,200
41-49 CELL PHONE ALLOWANCE	560	840	840	525	700	840
41-90 ACCRUED PAYROLL	852	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,003	4,408	4,408	2,991	3,988	4,571
47-20 TMRS RETIREMENT FUND	7,988	7,564	7,564	5,685	7,580	7,922
48-10 HEALTH/DENTAL INSURANCE	18,031	15,547	15,547	12,602	16,803	17,553
48-20 LIFE INSURANCE	150	119	119	108	144	120
48-30 DISABILITY INSURANCE	237	220	220	181	241	246
48-40 WORKERS COMP INSURANCE	1,168	1,149	1,149	807	1,076	1,280
48-50 EAP SERVICES	121	121	121	90	120	114
48-90 FLEX PLAN ADMINISTRATION	38	39	39	29	39	39
<b>Subtotal of PERSONNEL</b>	<b>\$93,185</b>	<b>\$86,793</b>	<b>\$86,793</b>	<b>\$65,866</b>	<b>\$87,821</b>	<b>\$93,180</b>
51-00 OFFICE SUPPLIES	\$137	\$271	\$271	\$12	\$16	\$278
52-00 PERSONNEL SUPPLIES	801	1,215	1,215	698	931	1,236
53-01 FUEL	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	190	230	230	213	284	237
54-75 WATER METERS & BOXES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	523	358	358	76	101	371
<b>Subtotal of SUPPLIES</b>	<b>\$1,651</b>	<b>\$2,074</b>	<b>\$2,074</b>	<b>\$999</b>	<b>\$1,332</b>	<b>\$2,122</b>
63-00 VEHICLE MAINTENANCE	\$2,155	\$1,435	\$1,435	\$680	\$907	\$1,476
<b>Subtotal of MAINTENANCE</b>	<b>\$2,155</b>	<b>\$1,435</b>	<b>\$1,435</b>	<b>\$680</b>	<b>\$907</b>	<b>\$1,476</b>
73-11 VEHICLE INSURANCE	\$0	\$647	\$647	\$0	\$0	\$0
74-00 OPERATING SERVICES	168	1,240	1,240	172	229	1,277
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	330	250	250	105	140	256
75-20 TRAVEL REIMBURSEMENTS	27	80	80	0	0	82
78-00 CONTRACT SERVICES	52,606	54,720	54,720	35,588	47,451	58,620
78-30 RENTAL	0	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	3,822	3,822	3,822	3,822	5,096	3,822
<b>Subtotal of SERVICES</b>	<b>\$56,953</b>	<b>\$60,759</b>	<b>\$60,759</b>	<b>\$39,687</b>	<b>\$52,916</b>	<b>\$64,057</b>
<b>Totals for UTILITY CUSTOMER SERVICE</b>	<b>\$153,944</b>	<b>\$151,061</b>	<b>\$151,061</b>	<b>\$107,232</b>	<b>\$142,976</b>	<b>\$160,835</b>

## **Community Services**

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### **Current Operations**

The Community Services Department is comprised of Park Operations, Library Services, Building Operations, Senior Activity Program, Recreation Programs and Special Events.

Community Services Department's goal is to provide quality programs and facilities that the entire family can enjoy and utilize. The mission of the 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.

### **Park Operations**

The City of Friendswood currently maintains approximately 180 acres of parkland throughout the City. The maintenance schedule provides for mowing and maintenance on the parks on a biweekly basis. The Community Services Department maintains Centennial Park, Friendswood Sportspark, Leavesley Park, Old City Park, Renwick Park, Stevenson Park and 1776 Park.

### **Friendswood Public Library**

The purpose of the Friendswood Library is to provide informational, and/or educational programs to the citizens of Friendswood and their families, and to those employed or owning property in Friendswood or in Galveston County.

Library services include reference services in person or by phone; computer services for Internet access, word processing, spreadsheets, and CD-ROM reference materials; an online magazine database, including general and health reference periodicals; an online auto repair database; investment services; and unabridged audio books. The library also offers access to the library's public access catalog for any citizen with Internet access.

### **Building Operations**

The Community Services Department is responsible for the maintenance and upkeep of the City Hall, Public Safety Building, Friendswood Public Library, Activities Building, Fire Stations 1, 2 & 3, Forest Bend Civic Building and the Public Works Building. 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.

### **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 and fitness classes.

The Community Services Department does not provide 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 Girls Softball Association, Friendswood Little League and the Friendswood Soccer Club.

## Community Services

### Park and Building Operations Highlights of the Budget

#### Centennial Park

All facilities and services are open and available to the public. New amenities for public use include the lighting of two existing soccer fields, 24 hour security video surveillance and park benches around the pond. Existing facilities include a half-mile jogging trail, the Evelyn B. Newman Amphitheatre, two restroom/concession/picnic pavilions, playground, two international size soccer fields, two lighted multipurpose fields and one lighted football field.

#### Departmental Goals and Measures

##### Goal 1 (linked to City Goals 3, 5 & 6)

Create a Master Project Schedule outlining all Parks and Building Maintenance special projects including detailed cost estimates and target timelines.

##### Objective A

Provide a systematic schedule for all Parks and Building Maintenance Projects that outlines a specific time table, and costs associated with each project.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Special Projects	8	7	5	4

Trend: Special Projects are requested on a regular basis without funding appropriations and without advanced planning. A special projects schedule will allow the Community Services Department to plan, program, fund and complete special projects thus ultimately eliminating the need for Special Projects.

##### Goal 2 (linked to City Goals 1, 3, 5 & 6)

Complete all routine Parks Maintenance Work Orders with a two-day turn-a-round.

##### Objective A:

Complete all Parks Maintenance Work Orders with a two-day turn-around time so that citizens, departments and employees will come to expect a normal amount of time for a Work Order to be completed.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Parks Maintenance Work Orders	74	88	98	105

Trend: Parks Maintenance Work Orders have increased slightly since FY06-07 and will continue to increase in FY07-08.

## Community Services

### Goal 3 (linked to City Goals 3, 5 & 6)

Complete all routine Building Maintenance Work Orders with a two-day turn-a-round.

#### Objective A:

Complete all routine Building Maintenance Work Orders with a two-day turn-a-round.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Building Maintenance Work Orders	318	330	350	375

Trend: The number of Building Maintenance Work Orders has increased yearly since 04-05; however, the time to complete the tasks has been reduced with a maximum of two days completion time for routine work order. With the completion of the new Public Safety Building and the New Fire Station shortly after, Work Orders will increase slightly for the first few years of operation.

### Recreation Programs Highlights of the Budget

- Continue Concert-In-The Park Series with 11 concerts from May through June
- Plan and Program the 113<sup>th</sup> Annual Fourth of July Celebration
- Plan and Program the Sixth Annual Kidfish competition
- Plan and Program the Fall into Fitness Fun Run and Walk and donate the proceeds to the Laura Recovery Center.
- Plan and program a variety of recreational programs for senior citizens.

### Departmental Goals and Measures

### Goal 1 (linked to City Goals 1, 3, 4, 5 & 6)

To provide fun and safe recreational programs/events for citizens of all ages

#### Objective A:

To continue to offer the existing programs and events while developing new programs as the demand or interest increases.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Number of program activities offered through the Recreation Division per year	55	63	69	73

Trend: The above numbers show a steady increase in the number of activities offered by the Recreation Division. These programs are provided to meet the needs of the community and its citizens. To meet some of these needs, we plan to implement sand volleyball programs at Stevenson Park. With the addition of Centennial Park, the Recreation Division also

## Community Services

intends to expand the current offerings, such as incorporating a variety of adult soccer programs.

**Objective B:**

Upgrade current technology (Rec Trac) and offer additional IT training to staff to provide better customer service to recreation program participants.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Percentage of programs within the Recreation Division using Rec Trac for registration purposes	87%	89%	92%	96%

Trend: Utilizing Rec Trac software for the activity/program registration process has enabled the department to save time and money. The process has enabled the division to offer departmental receipts thus shorting the wait time for participants when they sign-up. Future enhancements will allow for online registration and facility pass management. Phase 1 of the online process has been completed through research and training. Phase 2 of the implementation process will begin in the fall of 2007.

**Goal 2 (linked to City Goals 1, 3, 4 & 6)**

To present a fun, safe environment that provides senior citizens with unique activities that offer wellness for the mind and body.

**Objective A:**

To increase enrollment by providing fun, innovative activities that appeals to senior citizens regardless of age, background or income.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Senior Citizen Participation – Monthly Average	1020	1173	1782	2000

Trend: The increase has been achieved by adding fresh, first-rate activities to the senior citizen program. We provide them with informative speakers, educational seminars, volunteer instructors, and a variety of options.

**Objective B:**

To increase the amount of activities, programs, and trips offered to the senior citizen population.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Field trips offered by the Friendswood Senior Citizen Program – Yearly Average	48	61	75	89

## Community Services

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Trend: The increase of activities, programs and trips has allowed us to adapt to the ever-changing needs of the senior citizen population by providing ways to enrich their quality of life.

### **Goal 3 (linked to City Goals 3, 4, 5 & 6)**

Maintain existing programs and services at the Friendswood City Pool.

#### Objective A:

Increase attendance at the city pool by providing a clean and safe environment for all users.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Sesquicentennial Swimming Pool Number of visits	11490	11742	12000	12500

Trend: The aquatic environment is continually changing and the city pool is in need of several additions to keep up with current trends. The Community Services Department is looking into the cost to purchase pool slides, an interactive water playground and shade structures. The traditional square pool is no longer attracting the crowds as it has in the past and changes are needed to the existing facility to keep up with current trends.

## Community Services

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### Library Services

#### Highlights of Budget

The library staff in conjunction with the Library Board updated the library's long-range plan in fiscal year 2007. The library's goals and objectives are an extension of that plan.

**Goal 1 (linked to City Goals 1, 3, 4 & 6)**

Provide quality materials and programs to all library users.

**Objective A:**

To provide quality materials and programs to children of all ages

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Check out of Juvenile Materials	92,975	96,191	98,000	100,000
Attendance at Library Juvenile Programs	18,339	17,059	19,000	20,000
Number of Juvenile and Young Adult Programs	517	529	530	530
Number Joined Reading Clubs	2,778	3,027	3,100	3,200

Trend: The library seeks to encourage reading and literacy in children of all ages through the provision of quality informational, educational, and recreational materials. The library also provides quality programs to encourage reading and literacy, including outreach programs to area daycares and preschools.

The library also continues to cooperate with all area schools to ensure that the library collection meets the curriculum needs of local students. Due to its close proximity to the local junior high and an increase in reading assignments for junior high age children, the library is trying to provide additional services for young adults.

## Community Services

**Objective B:**

Provide broad resources including new books, audio books, other electronic media and Internet access to all residents of Friendswood

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Residents Visiting the Library	157,220	150,004	155,000	160,000
Daily Average	530	500	525	540
Check out of Materials	281,060	300,241	310,000	320,000
Patrons using electronic resources/weekly	1,593	1,442	1,500	1,600
Number of Items Added to Collection	7,462	7,531	7,500	7,500

Trend: As the population of the community increases, use of the library continues to increase especially in circulation of library materials. Due to space constraints and the increase in cost of library materials, the library is unable to greatly increase its collection size. Essentially, the library must have 0% growth in collection size and may only add items to replace items withdrawn from the collection due to being worn or outdated. The library has begun to provide additional programming and cultural activities for adults. The library now offers an emergent literacy program for parents and caregivers.

**Goal 2 (linked to City Goals 1 & 6)**

Continue to maintain a professional, well-trained staff

**Objective A:**

Ensure that all library staff members receive training in customer service, technology, and library-related skills.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Training Hours	537	255	325	350
Number of Employees Participating in Training Activities	58	37	30	30
Training Hours for Updated Library Automation System	200	N/A	N/A	N/A

Trend: The Houston Area Library System, the Galveston County Library System, the Texas Library Association and the Texas State Library offer various library training at minimal or no cost, not including travel expenses. Library employees are encouraged to participate in these trainings based on required job skills. Library employees are also encouraged to participate in State and Local library professional organizations in order to keep abreast of "best practices" in library service. In 2004/05 the library installed an updated library automation system and library staff participated in specific training in all modules. The library board has approved a five-year staffing plan in order to accomplish the goals in the library's long-range plan. The library will also investigate options to provide recognition for employee excellence.

**Goal 3 (linked to City Goals 1, 4 & 6)**

To better inform the public of the library’s programs and services

**Objective A:**

Provide a monthly newsletter to all library patrons detailing library programs and services. Publicize library activities through local newspapers, library web page, handouts at local schools and daycares, monthly newspaper column, brochures, booklists, onsite banners, City newsletters and City reader board.

Measure	FY05 Actual	FY06 Actual	FY07 Forecast	FY08 Forecast
Communication to Public Using Basic Public Relations and Marketing Tools	Yes	Yes	Yes	Yes

Trend: The library is always looking for additional ways to publicize library services to the citizens of Friendswood using various public relations and marketing tools. The library publishes a monthly newsletter available in-house. The library has also added a link on the library’s website to the newsletter. In addition, the library has utilized the City’s Group Builder software to publicize and highlight various library programs, materials and activities. The library will continue to provide information to area schools and educators through participation in the new teacher’s luncheon, an open house for area educators and fliers distributed to students and teachers. The library published an annual report for fiscal year 2005/06 to be distributed to the public.

**Community Services  
Department Summary**

**EXPENDITURE BY DIVISION**

Division	FY06	FY07	FY07	FY07	FY07	FY08	% Change in Budget from FY07 to FY08
	Actual	Original Budget	Amended Budget	YTD 6/30/07	Year End Estimate	Adopted Budget	
Administration	189,213	191,866	196,866	86,357	115,143	183,854	-4.2%
Library	735,630	824,997	832,232	541,852	722,469	820,802	-0.5%
Library Board	23,976	42,000	42,000	19,223	25,631	43,227	2.9%
Recreation Programs	426,898	405,526	408,029	267,042	355,926	462,878	14.1%
Parks Operations	781,108	1,047,303	1,047,903	675,054	879,080	1,010,939	-3.5%
Facility Operations	478,384	607,097	614,197	412,565	547,544	560,178	-7.7%
<b>Department Total</b>	<b>\$2,635,209</b>	<b>\$3,118,789</b>	<b>\$3,141,227</b>	<b>\$2,002,093</b>	<b>\$2,645,793</b>	<b>3,081,878</b>	<b>-1.2%</b>

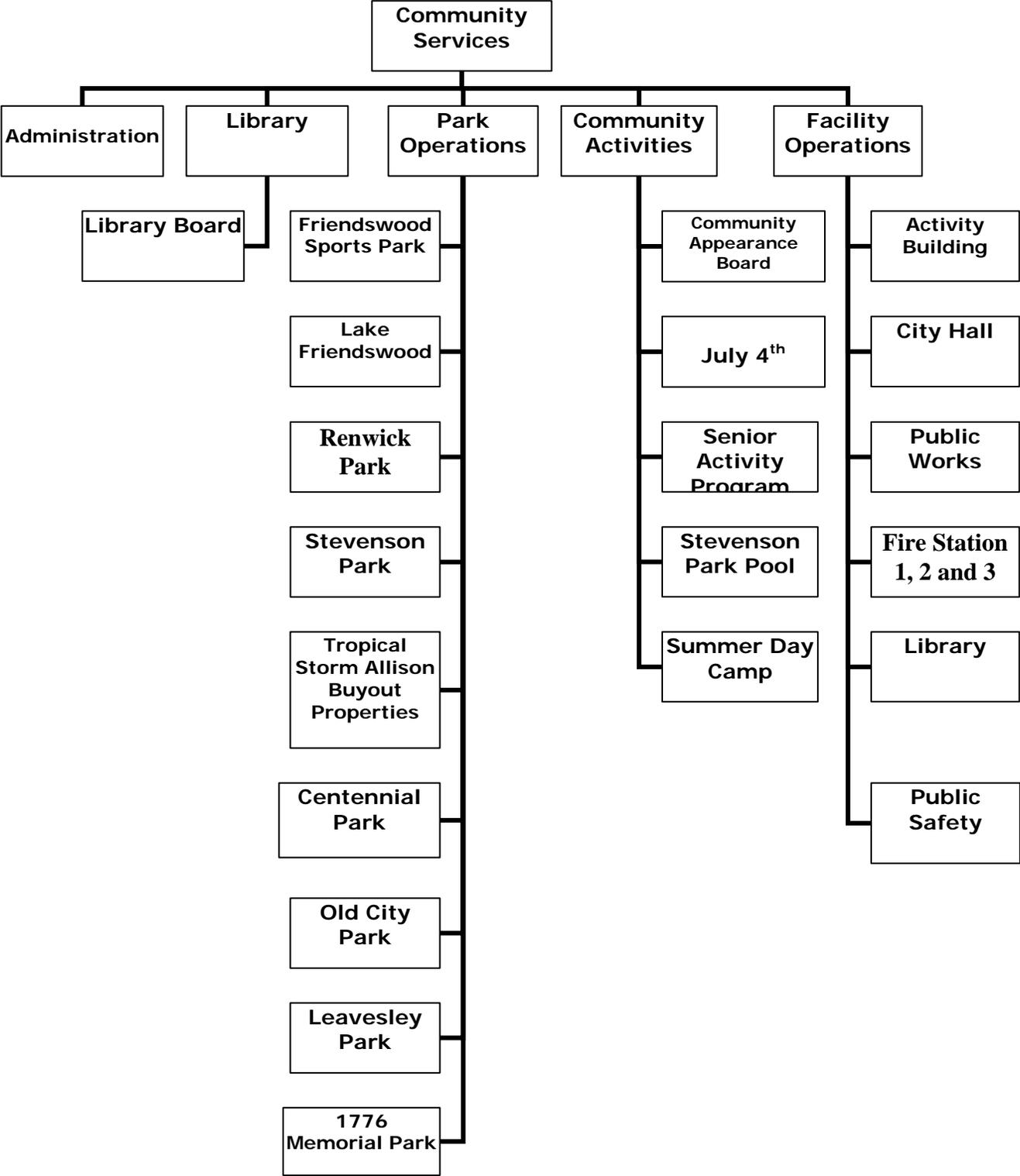
**EXPENDITURE BY CLASSIFICATION**

Classification	FY06	FY07	FY07	FY07	FY07	FY08	% Change in Budget from FY07 to FY08
	Actual	Original Budget	Amended Budget	YTD 6/30/07	Year End Estimate	Adopted Budget	
Salaries and Benefits	1,293,227	1,434,726	1,434,726	894,992	1,281,636	1,468,505	2.4%
Supplies	254,299	277,153	303,498	119,834	159,780	312,769	12.9%
Maintenance	177,597	206,764	210,467	209,534	162,880	188,726	-8.7%
Services	905,007	1,019,268	1,026,268	724,341	970,307	1,051,878	3.2%
Capital Outlay	5,079	180,878	166,268	53,392	71,190	60,000	N/A
<b>Department Total</b>	<b>\$2,635,209</b>	<b>\$3,118,789</b>	<b>\$3,141,227</b>	<b>\$2,002,093</b>	<b>\$2,645,793</b>	<b>3,081,878</b>	<b>-1.2%</b>

**PERSONNEL SUMMARY BY DIVISION**

Division	FY06	FY07	FY07	FY07	FY07	FY08	% Change in Budget from FY07 to FY08
	Actual	Original Budget	Amended Budget	YTD 6/30/07	Year End Estimate	Adopted Budget	
Administration	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Library	14.5	14.5	14.5	14.5	14.5	14.5	0.0%
Library Board	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Recreation Programs	7.5	7.5	7.5	7.5	7.5	7.7	2.4%
Parks Operations	6.0	8.0	8.0	8.0	8.0	8.0	0.0%
Facility Operations	1.0	0.0	0.0	0.0	0.0	0.0	N/A
<b>Department Total</b>	<b>31.0</b>	<b>32.0</b>	<b>32.0</b>	<b>32.0</b>	<b>32.0</b>	<b>32.2</b>	<b>0.6%</b>

# Community Services



**Community Services  
Administration  
001-6401-451**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$113,254	\$117,518	\$117,518	\$25,359	\$33,812	\$117,289
41-30 OVERTIME PAY	1,440	1,238	1,238	2,300	3,067	1,238
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,793	1,205	1,205	1,062	1,416	435
41-44 VEHICLE ALLOWANCE	3,600	3,600	3,600	300	400	3,600
41-45 INCENTIVE-CERTIFICATE PAY	250	300	300	200	267	0
41-49 CELL PHONE ALLOWANCE	540	540	540	45	60	1,140
41-90 ACCRUED PAYROLL	0	0	0	14,634	19,512	0
47-10 SOCIAL SECURITY/MEDICARE	8,772	9,516	9,516	3,273	4,364	9,212
47-20 TMRS RETIREMENT FUND	15,922	16,328	16,328	5,734	7,645	15,967
48-10 HEALTH/DENTAL INSURANCE	14,590	15,963	15,963	4,179	5,572	7,082
48-20 LIFE INSURANCE	318	266	266	80	107	251
48-30 DISABILITY INSURANCE	514	493	493	133	177	515
48-40 WORKERS COMP INSURANCE	201	199	199	347	463	1,690
48-50 EAP SERVICES	120	121	121	50	67	114
48-90 FLEX PLAN ADMINISTRATION	165	167	167	65	87	167
<b>Subtotal of PERSONNEL</b>	<b>\$161,479</b>	<b>\$167,454</b>	<b>\$167,454</b>	<b>\$57,761</b>	<b>\$77,015</b>	<b>\$158,700</b>
51-00 OFFICE SUPPLIES	\$1,797	\$3,050	\$3,050	\$1,109	1,479	\$3,138
54-00 OPERATING SUPPLIES	762	525	525	793	1,057	541
<b>Subtotal of SUPPLIES</b>	<b>\$2,559</b>	<b>\$3,575</b>	<b>\$3,575</b>	<b>\$1,902</b>	<b>\$2,536</b>	<b>\$3,679</b>
74-00 OPERATING SERVICES	\$7,157	\$7,700	\$7,700	\$7,435	9,913	\$7,925
74-01 POSTAL AND COURIER SERVICES	4,571	0	0	2,386	3,181	0
74-97 RECRUITMENT ADVERTISING	0	0	0	449	599	0
75-10 TRAINING	680	605	605	45	60	623
75-20 TRAVEL REIMBURSEMENTS	1,175	1,320	1,320	43	57	1,358
75-30 MEMBERSHIPS	160	312	312	215	287	352
78-00 CONTRACT SERVICES	11,432	10,900	15,900	16,121	21,495	11,217
<b>Subtotal of SERVICES</b>	<b>\$25,175</b>	<b>\$20,837</b>	<b>\$25,837</b>	<b>\$26,694</b>	<b>\$35,592</b>	<b>\$21,475</b>
<b>Totals for COMM SERVICES ADMIN</b>	<b>\$189,213</b>	<b>\$191,866</b>	<b>\$196,866</b>	<b>\$86,357</b>	<b>\$115,143</b>	<b>\$183,854</b>

**Community Services  
Library  
001-6410-459**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$370,512	\$396,827	\$396,827	\$264,652	\$352,869	\$421,627
41-20 PARTIME LABOR	32,991	0	0	21,576	28,768	0
41-30 OVERTIME PAY	1,976	855	855	2,528	3,371	855
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,765	10,265	10,265	6,748	8,997	7,745
41-45 INCENTIVE-CERTIFICATE PAY	550	600	600	575	767	1,800
41-90 ACCRUED PAYROLL	0	0	0	9,665	12,887	0
42-20 PART-TIME WAGES	47,010	87,098	87,098	34,723	46,297	87,098
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	33,612	42,850	42,850	25,155	33,540	39,274
47-20 TMRS RETIREMENT FUND	58,161	62,085	62,085	42,532	56,709	56,526
48-10 HEALTH/DENTAL INSURANCE	55,395	71,464	71,464	44,083	58,777	63,655
48-20 LIFE INSURANCE	1,120	902	902	852	1,136	910
48-30 DISABILITY INSURANCE	1,710	1,671	1,671	1,376	1,835	1,870
48-40 WORKERS COMP INSURANCE	765	862	862	602	803	931
48-50 EAP SERVICES	609	905	905	463	617	912
48-90 FLEX PLAN ADMINISTRATION	412	404	404	218	291	404
<b>Subtotal of PERSONNEL</b>	<b>\$610,588</b>	<b>\$676,788</b>	<b>\$676,788</b>	<b>\$455,748</b>	<b>\$607,664</b>	<b>\$683,607</b>
51-00 OFFICE SUPPLIES	\$1,683	\$2,887	\$2,887	\$1,538	\$2,051	\$2,970
54-00 OPERATING SUPPLIES	11,279	15,462	15,699	9,561	12,748	15,912
54-81 CIRCULATION MATERIALS	0	0	0	0	0	0
54-82 BOOKS	77,745	82,000	88,998	51,291	68,388	84,388
54-83 PERIODICALS	1,767	2,490	2,490	1,711	2,281	2,563
54-84 VIDEOS	6,259	2,105	2,105	2,128	2,837	2,166
54-85 AUDIO BOOKS	11,400	14,065	14,065	7,262	9,683	14,474
54-86 CD ROMS	0	0	0	0	0	0
54-87 CD	915	510	510	0	0	525
54-88 ELECTRONIC RESOURCES	3,528	4,224	4,224	3,676	4,901	4,347
58-00 OPERATING EQUIPMENT <\$5,000	643	650	650	599	799	668
<b>Subtotal of SUPPLIES</b>	<b>\$115,219</b>	<b>\$124,393</b>	<b>\$131,628</b>	<b>\$77,766</b>	<b>\$103,688</b>	<b>\$128,013</b>
64-00 OPERATING MAINTENANCE	\$691	\$400	\$400	\$0	\$0	\$412
68-00 EQUIPMENT MAINTENANCE	0	200	200	0	0	206
<b>Subtotal of MAINTENANCE</b>	<b>\$691</b>	<b>\$600</b>	<b>\$600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$618</b>
74-00 OPERATING SERVICES	\$28	\$70	\$70	\$307	\$409	72
74-01 POSTAL AND COURIER SERVICES	1,994	2,100	2,100	1,587	2,116	2,161
74-97 RECRUITMENT ADVERTISING	216	500	500	288	384	515
75-10 TRAINING	2,457	1,255	1,255	2,173	2,897	1,215
75-20 TRAVEL REIMBURSEMENTS	1,821	1,755	1,755	363	484	1,991
75-30 MEMBERSHIPS	839	833	833	705	940	858
78-00 CONTRACT SERVICES	0	0	0	1,560	2,080	0
79-10 COMMUNITY EVENTS/PROGRAMS	1,777	1,703	1,703	1,355	1,807	1,752
<b>Subtotal of SERVICES</b>	<b>\$9,132</b>	<b>\$8,216</b>	<b>\$8,216</b>	<b>\$8,338</b>	<b>\$11,117</b>	<b>\$8,564</b>
88-00 CAPITAL EQUIPMENT	\$0	\$15,000	\$15,000	\$0	\$0	\$0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for LIBRARY</b>	<b>\$735,630</b>	<b>\$824,997</b>	<b>\$832,232</b>	<b>\$541,852</b>	<b>\$722,469</b>	<b>\$820,802</b>

**Community Services  
Library Board  
001-6419-459**

	FY06 Actual	FY06 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
51-00 OFFICE SUPPLIES	\$142	\$500	\$500	\$0	\$0	\$515
51-10 COPY MACHINE SUPPLIES	1,091	1,500	1,500	396	528	1,543
54-00 OPERATING SUPPLIES	609	200	200	896	1,195	206
54-82 BOOKS	3,045	5,924	5,924	2,547	3,396	6,096
54-84 VIDEOS	0	2,500	2,500	0	0	2,573
54-85 AUDIO BOOKS	0	3,000	3,000	1,257	1,676	3,088
54-87 CD	0	500	500	0	0	515
54-88 ELECTRONIC RESOURCES	0	4,000	4,000	0	0	4,116
58-00 OPERATING EQUIPMENT <\$5,000	6,415	5,800	5,800	5,876	7,835	5,970
<b>Subtotal of SUPPLIES</b>	<b>\$11,302</b>	<b>\$23,924</b>	<b>\$23,924</b>	<b>\$10,972</b>	<b>\$14,629</b>	<b>\$24,622</b>
64-00 OPERATING MAINTENANCE	\$0	\$200	\$200	\$0	0	\$206
68-00 EQUIPMENT MAINTENANCE	0	1,200	1,200	0	0	1,236
68-10 COPY MACHINE MAINTENANCE	0	500	500	0	0	515
<b>Subtotal of MAINTENANCE</b>	<b>\$0</b>	<b>\$1,900</b>	<b>\$1,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,957</b>
71-40 CONSULTING SERVICES	\$0	\$5,000	\$5,000	\$0	\$0	\$5,146
74-00 OPERATING SERVICES	0	500	500	0	0	515
75-10 TRAINING	1,022	1,000	1,000	1,316	1,755	1,030
75-20 TRAVEL REIMBURSEMENTS	1,229	1,500	1,500	1,164	1,552	1,543
78-00 CONTRACT SERVICES	0	5,176	5,176	0	0	5,326
79-10 COMMUNITY EVENTS/PROGRAMS	5,344	3,000	3,000	5,771	7,695	3,088
<b>Subtotal of SERVICES</b>	<b>\$7,595</b>	<b>\$16,176</b>	<b>\$16,176</b>	<b>\$8,251</b>	<b>\$11,001</b>	<b>\$16,648</b>
85-83 ARCHITECTURAL SERVICES	5,079	0	0	0	0	0
<b>Subtotal of CAPITAL</b>	<b>\$5,079</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals for LIBRARY BOARD</b>	<b>\$23,976</b>	<b>\$42,000</b>	<b>\$42,000</b>	<b>\$19,223</b>	<b>\$25,631</b>	<b>\$43,227</b>

**Community Services  
Programs Administration  
001-6420-452**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$50,601	\$50,736	\$50,736	\$51,205	\$68,273	44,105
41-30 OVERTIME PAY	0	0	0	0	0	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	0	115	115	110	147	0
41-44 VEHICLE ALLOWANCE	1,800	1,800	1,800	2,100	2,800	1,800
41-49 CELL PHONE ALLOWANCE	740	540	540	900	1,200	540
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	2,974	0	0	2,489	3,319	3,224
42-22 SEASONAL WAGES	0	3,224	3,224	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,021	4,316	4,316	3,955	5,273	3,794
47-20 TMRS RETIREMENT FUND	6,923	6,982	6,982	7,119	9,492	6,148
48-10 HEALTH/DENTAL INSURANCE	6,424	7,236	7,236	5,941	7,921	8,009
48-20 LIFE INSURANCE	135	114	114	149	199	95
48-30 DISABILITY INSURANCE	215	212	212	253	337	194
48-40 WORKERS COMP INSURANCE	929	910	910	977	1,303	869
48-50 EAP SERVICES	60	60	60	55	73	171
48-90 FLEX PLAN ADMINISTRATION	19	19	19	69	92	19
<b>Subtotal of PERSONNEL</b>	<b>\$74,841</b>	<b>\$76,264</b>	<b>\$76,264</b>	<b>\$75,322</b>	<b>\$100,429</b>	<b>\$68,968</b>
51-00 OFFICE SUPPLIES	\$76	\$175	\$175	\$81	\$108	\$180
54-00 OPERATING SUPPLIES	4,620	3,995	3,995	5,821	7,761	10,611
58-00 OPERATING EQUIPMENT <\$5,000	350	0	0	0	0	0
<b>Subtotal of SUPPLIES</b>	<b>\$5,046</b>	<b>\$4,170</b>	<b>\$4,170</b>	<b>\$5,902</b>	<b>\$7,869</b>	<b>\$10,791</b>
74-00 OPERATING SERVICES	\$0	\$801	\$801	\$160	\$213	\$825
74-01 OPERATING SERVICE	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	72	0	0	108	144	0
75-10 TRAINING	1,180	600	600	190	253	618
75-20 TRAVEL REIMBURSEMENTS	0	945	945	826	1,101	973
75-30 MEMBERSHIPS	425	485	485	200	267	516
75-40 PUBLICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
79-10 COMMUNITY EVENTS/PROGRAMS	19,072	13,955	15,955	14,559	19,412	14,361
<b>Subtotal of SERVICES</b>	<b>\$20,749</b>	<b>\$16,786</b>	<b>\$18,786</b>	<b>\$16,043</b>	<b>\$21,391</b>	<b>\$17,293</b>
<b>Totals for RECREATION PROGRAM ADMIN</b>	<b>\$100,636</b>	<b>\$97,220</b>	<b>\$99,220</b>	<b>\$97,267</b>	<b>\$129,689</b>	<b>\$97,052</b>

**Community Services  
July 4th  
001-6422-452**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-30 OVERTIME PAY	\$8,450	\$12,375	\$12,375	\$0	\$0	\$12,375
47-10 SOCIAL SECURITY/MEDICARE	629	947	947	0	0	947
47-20 TMRS RETIREMENT	1,119	1,624	1,624	0	0	1,641
48-20 LIFE INSURANCE	30	0	0	0	0	0
48-30 DISABILITY INSURANCE	28	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	140	236	236	0	0	250
<b>Subtotal of PERSONNEL</b>	<b>\$10,396</b>	<b>\$15,182</b>	<b>\$15,182</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,213</b>
51-00 OFFICE SUPPLIES	\$298	\$310	\$310	\$153	\$204	\$319
52-00 PERSONNEL SUPPLIES	175	125	125	0	0	129
53-00 VEHICLE SUPPLIES	0	75	75	0	0	77
54-00 OPERATING SUPPLIES	5,026	3,000	3,000	7,353	9,804	3,088
<b>Subtotal of SUPPLIES</b>	<b>\$5,499</b>	<b>\$3,510</b>	<b>\$3,510</b>	<b>\$7,506</b>	<b>\$10,008</b>	<b>\$3,613</b>
74-01 POSTAL AND COURIER SERVICES	\$96	\$0	\$0	\$99	\$132	\$0
74-81 TRANSPORTATION SERVICES	5,594	6,500	6,500	0	0	6,689
76-16 REFUSE SERVICES	0	0	0	0	0	0
78-00 CONTRACT SERVICES	3,458	2,500	2,500	200	267	2,573
78-30 RENTAL	9,610	11,092	11,092	8,500	11,333	11,415
79-10 COMMUNITY EVENTS/PROGRAMS	26,177	21,000	21,000	19,396	25,861	21,612
<b>Subtotal of SERVICES</b>	<b>\$44,935</b>	<b>\$41,092</b>	<b>\$41,092</b>	<b>\$28,195</b>	<b>\$37,593</b>	<b>\$42,289</b>
<b>Totals for JULY 4TH PROGRAM</b>	<b>\$60,830</b>	<b>\$59,784</b>	<b>\$59,784</b>	<b>\$35,701</b>	<b>\$47,601</b>	<b>\$61,115</b>

**Community Services  
Summer Day Camp  
001-6423-452**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
42-22 SEASONAL WAGES	\$29,067	\$30,483	\$30,483	\$10,125	\$13,500	\$30,480
47-10 SOCIAL SECURITY/MEDICARE	2,224	2,332	2,332	775	1,033	2,332
48-40 WORKERS COMP INSURANCE	486	524	524	172	229	627
<b>Subtotal of PERSONNEL</b>	<b>\$31,777</b>	<b>\$33,339</b>	<b>\$33,339</b>	<b>\$11,072</b>	<b>\$14,763</b>	<b>\$33,439</b>
52-00 PERSONNEL SUPPLIES	\$601	\$1,800	\$1,800	\$17	\$23	\$1,852
54-00 OPERATING SUPPLIES	2,555	2,930	2,930	3,341	4,455	3,602
58-00 OPERATING EQUIPMENT	524	0	0	0	0	0
<b>Subtotal of SUPPLIES</b>	<b>\$3,680</b>	<b>\$4,730</b>	<b>\$4,730</b>	<b>\$3,358</b>	<b>\$4,477</b>	<b>\$5,454</b>
74-00 OPERATING SERVICES	\$419	\$461	\$461	\$41	\$55	\$475
74-81 TRANSPORTATION SERVICES	5,657	3,400	3,400	0	0	6,000
74-97 RECRUITMENT ADVERSTING	252	320	320	180	240	328
75-20 TRAVEL REIMBURSEMENTS	51	390	390	75	100	402
76-12 TELEPHONE COMMUNCIATIONS	0	0	0	112	149	0
79-10 COMMUNITY EVENTS/PROGRAMS	4,535	4,353	4,353	2,679	3,572	5,355
<b>Subtotal of SERVICES</b>	<b>\$10,914</b>	<b>\$8,924</b>	<b>\$8,924</b>	<b>\$3,087</b>	<b>\$4,116</b>	<b>\$12,560</b>
<b>Totals for SUMMER DAY CAMP PROGRAM</b>	<b>\$46,371</b>	<b>\$46,993</b>	<b>\$46,993</b>	<b>\$17,517</b>	<b>\$23,356</b>	<b>\$51,453</b>

**Community Services  
Community Appearance Board  
001-6424-458**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$105	\$105	\$0	\$0	\$108
52-00 PERSONNEL SUPPLIES	0	800	800	319	\$425	824
54-00 OPERATING SUPPLIES	255	1,605	1,605	3,569	\$4,759	1,653
<b>Subtotal of SUPPLIES</b>	<b>\$255</b>	<b>\$2,510</b>	<b>\$2,510</b>	<b>\$3,888</b>	<b>\$5,184</b>	<b>\$2,585</b>
62-10 LANDSCAPING	\$6,918	\$12,050	\$12,050	\$10,019	\$13,359	\$12,402
<b>Subtotal of MAINTENANCE</b>	<b>\$6,918</b>	<b>\$12,050</b>	<b>\$12,050</b>	<b>\$10,019</b>	<b>\$13,359</b>	<b>\$12,402</b>
74-00 OPERATING SERVICES	\$2,653	\$2,700	\$2,700	\$1,575	\$2,100	\$2,779
74-01 POSTAL AND COURIER SERVICES	3	0	0	1	\$1	0
75-10 TRAINING	0	276	276	0	\$0	284
75-20 TRAVEL REIMBURSEMENTS	0	441	441	0	\$0	454
75-30 MEMBERSHIPS	75	150	150	75	\$100	154
79-22 CAB BEAUTIFICATION GRANTS	2,000	0	0	0	\$0	0
<b>Subtotal of SERVICES</b>	<b>\$4,731</b>	<b>\$3,567</b>	<b>\$3,567</b>	<b>\$1,651</b>	<b>\$2,201</b>	<b>\$3,671</b>
<b>Totals for COMM APPEARANCE BOARD</b>	<b>\$11,904</b>	<b>\$18,127</b>	<b>\$18,127</b>	<b>\$15,558</b>	<b>\$20,744</b>	<b>\$18,658</b>

**Community Services  
Stevenson Park Pool  
001-6428-452**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-30 OVERTIME PAY	\$0	\$0	\$0	\$97	\$129	\$0
42-20 PART-TIME WAGES	123	0	0	0	0	0
42-22 SEASONAL WAGES	37,774	40,670	40,670	14,297	19,063	40,667
47-10 SOCIAL SECURITY/MEDICARE	2,899	3,111	3,111	1,101	1,468	3,147
48-40 WORKERS COMP INSURANCE	634	700	700	247	329	461
<b>Subtotal of PERSONNEL</b>	<b>\$41,430</b>	<b>\$44,481</b>	<b>\$44,481</b>	<b>\$15,742</b>	<b>\$20,860</b>	<b>\$44,275</b>
51-00 OFFICE SUPPLIES	\$44	\$230	\$230	\$110	\$147	\$237
52-00 PERSONNEL SUPPLIES	885	1,000	1,000	502	669	1,030
53-00 VEHICLE SUPPLIES	9	0	0	0	0	0
54-00 OPERATING SUPPLIES	1,396	2,120	2,120	1,127	1,503	21,682
54-95 HAZARDOUS MATERIALS	8,465	6,850	6,850	713	951	7,050
56-00 FACILITY SUPPLIES	139	160	160	0	0	165
56-20 JANITORIAL SUPPLIES	289	475	475	370	493	489
58-00 OPERATING EQUIPMENT <\$5,000	561	3,500	3,500	2,373	3,164	3,603
<b>Subtotal of SUPPLIES</b>	<b>\$11,788</b>	<b>\$14,335</b>	<b>\$14,335</b>	<b>\$5,195</b>	<b>\$6,927</b>	<b>\$34,256</b>
62-10 LANDSCAPING	\$0	\$121	\$121	\$0	\$0	\$125
65-61 SWIMMING POOL MAINTENANCE	29,572	6,220	6,220	187	249	6,401
66-00 FACILITY MAINTENANCE	1,968	4,952	4,952	616	821	5,097
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
<b>Subtotal of MAINTENANCE</b>	<b>\$31,540</b>	<b>\$11,293</b>	<b>\$11,293</b>	<b>\$803</b>	<b>\$1,071</b>	<b>\$11,623</b>
74-97 RECRUITMENT ADVERTISING	\$72	\$320	\$320	\$36	\$48	\$328
76-11 ELECTRICITY	12,769	13,671	13,671	0	0	14,069
76-12 TELEPHONE /COMMUNICATIONS	766	671	671	740	987	691
76-13 NATURAL GAS	11,790	6,930	6,930	5,866	7,821	7,132
78-00 CONTRACT SERVICES	2,409	1,640	1,640	8,285	11,047	1,689
78-30 RENTAL	0	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$27,806</b>	<b>\$23,232</b>	<b>\$23,232</b>	<b>\$14,927</b>	<b>\$19,903</b>	<b>\$23,909</b>
<b>Totals for STEVENSON PARK POOL</b>	<b>\$112,564</b>	<b>\$93,341</b>	<b>\$93,341</b>	<b>\$36,667</b>	<b>\$48,760</b>	<b>\$114,063</b>

**Community Services  
Senior Activity Center  
001-6429-452**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$58,064	\$60,257	\$60,257	\$36,616	\$48,821	\$74,708
41-30 OVERTIME PAY	1,102	872	872	3,602	4,803	872
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	505	635	635	625	833	270
41-90 ACCRUED PAYROLL	0	0	0	2,553	3,404	0
47-10 SOCIAL SECURITY/MEDICARE	4,463	4,725	4,725	3,282	4,376	5,757
47-20 TMRS RETIREMENT FUND	7,855	8,106	8,106	5,693	7,591	9,979
48-10 HEALTH/DENTAL INSURANCE	4,217	4,770	4,770	3,503	4,671	17,351
48-20 LIFE INSURANCE	165	136	136	107	143	163
48-30 DISABILITY INSURANCE	260	252	252	179	239	335
48-40 WORKERS COMP INSURANCE	1,006	1,031	1,031	747	996	1,515
48-50 EAP SERVICES	121	121	121	75	100	114
48-90 FLEX PLAN ADMINISTRATION	91	83	83	22	29	83
<b>Subtotal of PERSONNEL</b>	<b>\$77,849</b>	<b>\$80,988</b>	<b>\$80,988</b>	<b>\$57,004</b>	<b>\$76,005</b>	<b>\$111,147</b>
51-00 OFFICE SUPPLIES	\$2,204	\$1,055	\$1,055	\$602	\$803	\$1,085
53-00 VEHICLE SUPPLIES	29	0	0	23	31	0
53-01 FUEL	2,977	3,086	3,086	2,281	3,041	3,229
54-00 OPERATING SUPPLIES	1,260	1,725	2,225	2,634	3,512	1,775
58-00 OPERATING EQUIPMENT <\$5,000	8,013	200	200	368	491	206
<b>Subtotal of SUPPLIES</b>	<b>\$14,483</b>	<b>\$6,066</b>	<b>\$6,566</b>	<b>\$5,908</b>	<b>\$7,877</b>	<b>\$6,295</b>
63-00 VEHICLE MAINTENANCE	\$840	\$865	\$865	\$68	91	\$891
<b>Subtotal of MAINTENANCE</b>	<b>\$840</b>	<b>\$865</b>	<b>\$865</b>	<b>\$68</b>	<b>\$91</b>	<b>\$891</b>
73-11 VEHICLE INSURANCE	\$804	\$733	\$733	\$603	\$804	\$755
74-00 OPERATING SERVICES	251	0	0	53	\$71	0
74-92 SPECIAL EVENTS	(1,024)	0	0	(442)	(\$589)	0
74-97 RECRUITMENT ADVERTISING	0	0	0	494	\$659	0
75-10 TRAINING	100	325	325	25	\$33	335
75-20 TRAVEL REIMBURSEMENTS	128	480	480	0	\$0	494
75-30 MEMBERSHIPS	0	77	77	0	\$0	79
76-12 TELEPHONE/COMMUNICATIONS	596	352	352	110	\$147	361
78-00 CONTRACT SERVICES	566	175	175	509	\$679	180
<b>Subtotal of SERVICES</b>	<b>\$1,421</b>	<b>\$2,142</b>	<b>\$2,142</b>	<b>\$1,352</b>	<b>\$1,803</b>	<b>\$2,204</b>
<b>Totals for SENIOR ACTIVITY CENTER</b>	<b>\$94,593</b>	<b>\$90,061</b>	<b>\$90,561</b>	<b>\$64,332</b>	<b>\$85,776</b>	<b>\$120,537</b>

**Community Services  
Parks Administration  
001-6430-456**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$181,602	\$230,562	\$230,562	\$137,979	\$183,972	\$232,090
41-30 OVERTIME PAY	15,324	7,734	7,734	8,809	11,745	7,734
41-43 LONGEVITY PAY	2,480	1,195	1,195	609	812	875
41-45 INCENTIVE-CERTIFICATE PAY	0	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	1,765	1,620	1,620	1,340	1,787	1,500
41-90 ACCRUED PAYROLL	3,778	0	0	1,356	1,808	0
47-10 SOCIAL SECURITY/MEDICARE	15,004	18,445	18,445	10,794	14,392	18,244
47-20 TMRS RETIREMENT FUND	27,060	31,629	31,629	19,683	26,244	31,622
48-10 HEALTH/DENTAL INSURANCE	33,143	43,308	43,308	30,661	40,881	54,718
48-20 LIFE INSURANCE	526	528	528	398	531	502
48-30 DISABILITY INSURANCE	820	986	986	667	889	1,032
48-40 WORKERS COMP INSURANCE	2,845	3,541	3,541	2,123	2,831	4,184
48-50 EAP SERVICES	402	483	483	310	413	456
48-90 FLEX PLAN ADMINISTRATION	118	199	199	97	129	199
<b>Subtotal of PERSONNEL</b>	<b>\$284,867</b>	<b>\$340,230</b>	<b>\$340,230</b>	<b>\$214,826</b>	<b>\$286,435</b>	<b>\$353,156</b>
51-00 OFFICE SUPPLIES	\$489	\$35	\$35	\$186	\$248	\$36
52-00 PERSONNEL SUPPLIES	3,017	1,675	1,675	3,024	4,032	1,725
53-00 VEHICLE SUPPLIES	71	100	100	2	3	103
53-01 FUEL	7,486	7,523	7,523	5,902	7,869	8,641
54-00 OPERATING SUPPLIES	1,667	1,171	1,171	1,551	2,068	1,206
54-95 HAZARDOUS MATERIALS	1,911	3,750	3,750	311	415	3,859
56-20 JANITORIAL SUPPLIES	3,082	3,360	3,360	2,385	3,180	3,457
58-00 OPERATING EQUIPMENT <\$5,000	10,058	9,675	9,675	8,892	11,856	9,956
<b>Subtotal of SUPPLIES</b>	<b>\$27,781</b>	<b>\$27,289</b>	<b>\$27,289</b>	<b>\$22,253</b>	<b>\$29,671</b>	<b>\$28,983</b>
62-10 LANDSCAPING	\$570	\$0	\$0	\$0	\$0	\$0
62-20 LIGHTING MAINTENANCE	37	0	0	0	0	0
63-00 VEHICLE MAINTENANCE	2,750	2,000	2,000	1,318	1,757	2,000
66-00 FACILITY MAINTENANCE	51	0	0	0	0	0
68-00 EQUIPMENT MAINTENANCE	8,059	4,400	4,400	5,949	7,932	4,400
<b>Subtotal of MAINTENANCE</b>	<b>\$11,467</b>	<b>\$6,400</b>	<b>\$6,400</b>	<b>\$7,267</b>	<b>\$9,689</b>	<b>\$6,400</b>
73-11 VEHICLE INSURANCE	\$1,995	\$2,156	\$2,156	\$1,569	\$2,092	\$2,219
74-00 OPERATING SERVICES	12	0	0	0	0	0
74-01 POSTAL/COURIER SERVICES	5	0	0	10	13	0
74-97 RECRUITMENT ADVERTISING	277	0	0	493	657	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	0
75-10 TRAINING	175	341	341	175	233	351
75-20 TRAVEL REIMBURSEMENTS	1,023	795	795	0	0	819
75-30 MEMBERSHIPS	142	155	155	0	0	160
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
76-25 SAFETY SERVICES	0	0	0	428	571	0
76-80 MOWING SERVICES	93,615	100,000	100,000	77,267	103,023	102,913
78-00 CONTRACT SERVICES	770	0	0	0	0	0
78-30 RENTAL	2,225	2,250	2,250	1,660	2,213	2,316
78-31 VEHICLE LEASE-INTERNAL	12,352	9,068	9,068	9,068	12,091	9,068
<b>Subtotal of SERVICES</b>	<b>\$112,591</b>	<b>\$114,765</b>	<b>\$114,765</b>	<b>\$90,670</b>	<b>\$120,893</b>	<b>\$117,846</b>
88-00 CAPITAL EQUIPMENT	\$0	\$40,300	\$40,300	\$40,622	\$4,163	\$7,000
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$40,300</b>	<b>\$40,300</b>	<b>\$40,622</b>	<b>\$4,163</b>	<b>\$7,000</b>
<b>Totals for PARKS ADMINISTRATION</b>	<b>\$436,706</b>	<b>\$528,984</b>	<b>\$528,984</b>	<b>\$375,638</b>	<b>\$500,851</b>	<b>\$513,385</b>

**Community Services  
Stevenson Park  
001-6431-456**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
54-00 OPERATING SUPPLIES	\$60	\$700	\$700	\$2,622	\$3,496	\$721
56-00 FACILITY SUPPLIES	1,572	2,000	2,000	222	2,058	2,058
58-00 OPERATING EQUIPMENT	0	0	18,610	18,609	2,058	0
<b>Subtotal of SUPPLIES</b>	<b>\$1,632</b>	<b>\$2,700</b>	<b>\$21,310</b>	<b>\$21,453</b>	<b>\$5,554</b>	<b>\$2,779</b>
62-10 LANDSCAPING	\$1,564	\$2,130	\$2,130	\$340	\$453	\$2,192
62-20 LIGHTING MAINTENANCE	1,599	0	0	0	0	0
64-00 OPERATING MAINTENANCE	4	0	0	0	0	0
66-00 FACILITY MAINTENANCE	3,020	4,750	4,750	4,762	6,349	4,889
68-00 EQUIPMENT MAINTENANCE	1,763	500	500	1,906	2,541	515
<b>Subtotal of MAINTENANCE</b>	<b>\$7,950</b>	<b>\$7,380</b>	<b>\$7,380</b>	<b>\$7,008</b>	<b>\$9,344</b>	<b>\$7,596</b>
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	6,538	4,800	4,800	7,053	9,404	17,078
78-00 CONTRACT SERVICES	0	0	0	0	0	0
78-30 RENTAL	0	400	400	0	0	412
<b>Subtotal of SERVICES</b>	<b>\$6,538</b>	<b>\$5,200</b>	<b>\$5,200</b>	<b>\$7,053</b>	<b>\$9,404</b>	<b>\$17,490</b>
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$88,700	\$70,090	\$0	\$0	\$23,000
<b>SUBTOTAL FOR CAPITAL</b>	<b>\$0</b>	<b>\$88,700</b>	<b>\$70,090</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,000</b>
<b>Totals for STEVENSON PARK</b>	<b>\$16,120</b>	<b>\$103,980</b>	<b>\$103,980</b>	<b>\$35,514</b>	<b>\$24,302</b>	<b>\$50,865</b>

**Community Services  
1776 Park  
001-6432-456**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
62-10 LANDSCAPING	\$70	\$300	\$300	\$0	\$0	\$309
<b>Subtotal of MAINTENANCE</b>	<b>\$70</b>	<b>\$300</b>	<b>\$300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$309</b>
76-11 ELECTRICITY	\$148	\$120	\$120	\$106	\$141	\$124
78-00 CONTRACT SERVICES	0	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$148</b>	<b>\$120</b>	<b>\$120</b>	<b>\$106</b>	<b>\$141</b>	<b>\$124</b>
<b>Totals for 1776 MEMORIAL PARK</b>	<b>\$218</b>	<b>\$420</b>	<b>\$420</b>	<b>\$106</b>	<b>\$141</b>	<b>\$433</b>

**Community Services  
Renwick Park  
001-6433-453**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
62-10 LANDSCAPING	\$590	\$1,200	\$1,200	\$700	\$933	\$1,236
62-20 LIGHTING MAINTENANCE	13,468	10,800	10,800	6,946	9,261	11,115
62-40 FENCE MAINTENANCE	4,600	1,120	1,120	6,685	8,913	1,152
64-00 OPERATING MAINTENANCE	140	0	0	3	4	0
66-00 FACILITY MAINTENANCE	5,454	6,000	6,000	1,079	1,439	6,176
<b>Subtotal of MAINTENANCE</b>	<b>\$24,252</b>	<b>\$19,120</b>	<b>\$19,120</b>	<b>\$15,413</b>	<b>\$20,551</b>	<b>\$19,679</b>
76-11 ELECTRICITY	\$18,704	\$18,500	\$18,500	\$19,196	\$25,595	\$28,565
78-00 CONTRACT SERVICES	10,093	13,100	13,100	5,735	7,647	13,482
<b>Subtotal of SERVICES</b>	<b>\$28,797</b>	<b>\$31,600</b>	<b>\$31,600</b>	<b>\$24,931</b>	<b>\$33,241</b>	<b>\$42,047</b>
<b>Totals for RENWICK PARK</b>	<b>\$53,049</b>	<b>\$50,720</b>	<b>\$50,720</b>	<b>\$40,344</b>	<b>\$53,792</b>	<b>\$61,726</b>

**Community Services  
Leavesley Park  
001-6434-456**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
54-00 OPERATING SUPPLIES	\$0	\$100	\$100	\$2	\$3	\$103
56-00 FACILITY SUPPLIES	1,285	1,200	1,200	0	0	1,236
58-00 OPERATING EQUIPEMENT	0	0	0	1,472	1,963	0
<b>Subtotal of SUPPLIES</b>	<b>\$1,285</b>	<b>\$1,300</b>	<b>\$1,300</b>	<b>\$1,474</b>	<b>\$1,965</b>	<b>\$1,339</b>
62-10 LANDSCAPING	\$1,500	\$375	\$375	\$100	\$133	\$386
62-20 LIGHTING MAINTENANCE	(352)	400	400	0	0	412
66-00 FACILITY MAINTENANCE	4,428	4,200	4,200	8,583	11,444	4,322
<b>Subtotal of MAINTENANCE</b>	<b>\$5,576</b>	<b>\$4,975</b>	<b>\$4,975</b>	<b>\$8,683</b>	<b>\$11,577</b>	<b>\$5,120</b>
76-11 ELECTRICITY	\$6,412	\$6,000	\$6,000	\$4,768	6,357	\$9,097
76-12 TELEPHONE/ COMMUNICATIONS	690	650	650	679	905	668
76-20 JANITORIAL SERVICES	6,018	6,500	6,500	4,100	5,467	6,689
76-25 SAFETY SERVICES				1,274	1,699	0
76-30 PEST CONTROL SERVICES	200	300	300	150	200	309
78-00 CONTRACT SERVICES	0	100	100	0	0	103
<b>Subtotal of SERVICES</b>	<b>\$13,320</b>	<b>\$13,550</b>	<b>\$13,550</b>	<b>\$10,971</b>	<b>\$14,628</b>	<b>\$16,866</b>
88-00Capital Equipment	\$0	\$0	\$0	\$0	\$0	\$30,000
<b>Subtotal CAPITAL EQUIPMENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>
<b>Totals for LEAVESLEY PARK</b>	<b>\$20,181</b>	<b>\$19,825</b>	<b>\$19,825</b>	<b>\$21,128</b>	<b>\$28,171</b>	<b>\$53,325</b>

**Community Services  
Old City Park  
001-6435-456**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
54-00 OPERATING SUPPLIES	\$0	\$100	\$100	\$0	\$0	\$103
56-00 FACILITY SUPPLIES	0	100	100	0	\$0	103
<b>Subtotal of SUPPLIES</b>	<b>\$0</b>	<b>\$200</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$206</b>
62-10 LANDSCAPING	\$750	\$600	\$600	\$70	\$93	\$618
62-20 LIGHTING MAINTENANCE	170	1,100	1,100	491	655	1,133
62-40 FENCE MAINTENANCE	79	100	100	5	7	103
64-00 OPERATING MAINTENANCE	0	250	250	350	467	256
66-00 FACILITY MAINTENANCE	547	2,500	2,500	29	39	2,573
<b>Subtotal of MAINTENANCE</b>	<b>\$1,546</b>	<b>\$4,550</b>	<b>\$4,550</b>	<b>\$945</b>	<b>\$1,260</b>	<b>\$4,683</b>
74-01 POSTAL/ COURIER SERVICES	\$0	\$875	\$875	\$0	0	\$0
76-11 ELECTRICITY	1,145	0	0	652	869	1,172
<b>Subtotal of SERVICES</b>	<b>\$1,145</b>	<b>\$875</b>	<b>\$875</b>	<b>\$652</b>	<b>\$869</b>	<b>\$1,172</b>
<b>Totals for OLD CITY PARK</b>	<b>\$2,691</b>	<b>\$5,625</b>	<b>\$5,625</b>	<b>\$1,597</b>	<b>\$2,129</b>	<b>\$6,061</b>

**Community Services  
Centennial Park  
001-6436-453**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
54-00 OPERATING SUPPLIES	\$7,403	\$9,600	\$9,600	\$7,002	\$9,336	\$9,879
54-95 HAZARDOUS MATERIALS	21,040	19,300	19,300	7,958	10,611	19,862
56-20 JANITORIAL SUPPLIES	55	400	400	0	0	412
58-00 OPERATING EQUIPMENT	0	0	0	3,426	4,568	0
<b>Subtotal of SUPPLIES</b>	<b>\$28,498</b>	<b>\$29,300</b>	<b>\$29,300</b>	<b>\$18,386</b>	<b>\$19,947</b>	<b>\$30,153</b>
62-10 LANDSCAPING	\$5,014	\$3,500	\$3,500	\$4,036	\$5,381	\$3,603
62-20 LIGHTING MAINTENANCE	580	350	350	1,513	2,017	359
64-00 OPERATING MAINTENANCE	9,869	5,000	5,000	3,200	4,267	5,146
66-00 FACILITY MAINTENANCE	5,613	1,500	2,100	728	971	1,543
<b>Subtotal of MAINTENANCE</b>	<b>\$21,076</b>	<b>\$10,350</b>	<b>\$10,950</b>	<b>\$9,477</b>	<b>\$12,636</b>	<b>\$10,651</b>
76-11 ELECTRICITY	\$25,182	\$57,500	\$57,500	\$24,465	\$32,620	\$45,466
76-80 MOWING SERVICES	40,842	63,100	63,100	46,616	62,155	64,938
78-00 CONTRACT SERVICES	525	0	0	1,415	1,887	0
78-30 RENTAL	0	0	0	72	96	0
<b>Subtotal of SERVICES</b>	<b>66,549</b>	<b>120,600</b>	<b>120,600</b>	<b>72,568</b>	<b>96,757</b>	<b>110,404</b>
88-00 CAPITAL EQUIPMENT	\$0	\$19,578	\$19,578	\$9,485	\$12,647	\$0
<b>Subtotal of CAPITAL</b>	<b>0</b>	<b>19,578</b>	<b>19,578</b>	<b>9,485</b>	<b>12,647</b>	<b>0</b>
66-00 FACILITY MAINTENANCE	\$17	\$0	\$0	\$0	\$0	\$0
<b>Subtotal for SERVICES</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
78-00 CONTRACT SERVICES	\$788	\$0	\$0	\$0	\$0	\$0
<b>Subtotal of SERVICES</b>	<b>788</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals for CENTENNIAL PARK</b>	<b>\$116,928</b>	<b>\$179,828</b>	<b>\$180,428</b>	<b>\$109,916</b>	<b>\$141,987</b>	<b>\$151,208</b>

**Community Services  
Lake Friendswood  
001-6437-454**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
76-80 MOWING SERVICES	\$850	\$600	\$600	\$0	\$0	\$618
Subtotal of SERVICES	\$850	\$600	\$600	\$0	\$0	\$618
Totals for LAKE FRIENDSWOOD	<b>\$850</b>	<b>\$600</b>	<b>\$600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$618</b>

**Community Services  
Friendswood Sports Park  
001-6438-453**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
54-00 OPERATING SUPPLIES	\$6,446	\$9,800	\$9,800	\$5,880	\$7,840	10,085
54-95 HAZARDOUS MATERIALS	32	500	500	0	0	515
56-20 JANITORIAL SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
<b>Subtotal of SUPPLIES</b>	<b>\$6,478</b>	<b>\$10,300</b>	<b>\$10,300</b>	<b>\$5,880</b>	<b>\$7,840</b>	<b>\$10,600</b>
62-10 LANDSCAPING	\$1,989	\$2,500	\$2,500	\$0	\$0	\$2,573
62-20 LIGHTING MAINTENANCE	1,364	4,000	4,000	0	0	4,116
64-00 OPERATING MAINTENANCE	9,019	9,000	9,000	1,550	2,067	9,261
65-67 SPORTS FIELD MAINTENANCE	329	0	0	18	24	0
66-00 FACILITY MAINTENANCE	387	6,000	6,000	6,777	9,036	6,176
<b>Subtotal of MAINTENANCE</b>	<b>\$13,088</b>	<b>\$21,500</b>	<b>\$21,500</b>	<b>\$8,345</b>	<b>\$11,127</b>	<b>\$22,126</b>
76-11 ELECTRICITY	\$32,951	\$34,000	\$34,000	\$25,458	\$33,944	\$41,219
76-12 TELEPHONE/ COMMUNICATIONS	555	800	800	287	383	824
76-13 NATURAL GAS	304	500	500	9,125	12,167	515
76-80 MOWING SERVICES	15,230	17,000	17,000	9,075	12,100	17,495
78-00 CONTRACT SERVICES	11,599	14,000	14,000	5,571	7,428	14,407
<b>Subtotal of SERVICES</b>	<b>\$60,639</b>	<b>\$66,300</b>	<b>\$66,300</b>	<b>\$49,516</b>	<b>\$66,021</b>	<b>\$74,460</b>
<b>Totals for FRIENDSWOOD SPORTS PARK</b>	<b>\$80,205</b>	<b>\$98,100</b>	<b>\$98,100</b>	<b>\$63,741</b>	<b>\$84,988</b>	<b>\$107,186</b>

**Community Services  
Allison Buyouts  
001-6440-456**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
76-80 MOWING SERVICES	\$45,795	\$55,221	\$55,221	\$25,420	\$33,893	\$61,830
76-90 HOA MAINTENANCE FEES	3,215	4,000	4,000	1,650	2,200	4,116
79-71 EMERGENCY - SERVICES	5,150	0	0	0	0	0
<b>Subtotal of SERVICES</b>	<b>\$54,160</b>	<b>\$59,221</b>	<b>\$59,221</b>	<b>\$27,070</b>	<b>\$36,093</b>	<b>\$65,946</b>
<b>Totals for ALISON BUY OUT PROPERTIES</b>	<b>\$54,160</b>	<b>\$59,221</b>	<b>\$59,221</b>	<b>\$27,070</b>	<b>\$36,093</b>	<b>\$65,946</b>

**Community Services  
Facility Operations (General Government)  
001-6460-419**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$0	\$0	\$0	\$4,536	\$0	\$0
41-30 OVERTIME PAY	0	0	0	492	0	\$0
41-41 MERIT PAY	0	0	0	0	0	\$0
41-43 LONGEVITY PAY	0	0	0	0	0	\$0
41-90 ACCRUED PAYROLL	0	0	0	0	0	\$0
47-10 SOCIAL SECURITY/ MEDICARE	0	0	0	366	0	\$0
47-20 TMRS RETIREMENT FUND	0	0	0	661	0	\$0
48-10 HEALTH/DENTAL INSURANCE	0	0	0	1,320	0	\$0
48-20 LIFE INSURANCE	0	0	0	15	0	\$0
48-30 DISABILITY INSURANCE	0	0	0	26	0	\$0
48-40 WORKERS COMP INSURANCE	0	0	0	81	0	\$0
48-50 EAP SERVICES	0	0	0	15	0	\$0
48-90 FLEX PLAN ADMINISTRATION	0	0	0	5	0	\$0
<b>Subtotal of PERSONNEL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,517</b>	<b>\$0</b>	<b>\$0</b>
51-00 OFFICE SUPPLIES	\$538	\$2,500	\$2,500	\$493	\$657	\$2,573
54-00 OPERATING SUPPLIES	3,371	2,800	2,800	3,281	4,375	\$2,882
56-00 FACILITY SUPPLIES	5,259	5,200	5,200	567	756	\$5,352
56-20 JANITORIAL SUPPLIES	2,192	1,600	1,600	2,067	2,756	\$1,646
58-00 OPERATING EQUIPMENT <\$5,000	996	1,000	1,000	14	19	\$1,030
<b>Subtotal of SUPPLIES</b>	<b>\$12,356</b>	<b>\$13,100</b>	<b>\$13,100</b>	<b>\$6,422</b>	<b>\$8,563</b>	<b>\$13,483</b>
62-10 LANDSCAPING	\$1,918	\$1,905	\$1,905	\$3,091	4,121	\$1,960
62-20 LIGHTING MAINTENANCE	0	0	0	0	0	\$0
62-30 PARKING LOT MAINTENANCE	0	400	400	0	0	\$412
66-00 FACILITY MAINTENANCE	35,350	55,140	55,140	38,509	51,345	\$38,164
68-00 EQUIPMENT MAINTENANCE	4,681	4,655	4,655	5,251	7,001	\$4,791
<b>Subtotal of MAINTENANCE</b>	<b>\$41,949</b>	<b>\$62,100</b>	<b>\$62,100</b>	<b>\$46,851</b>	<b>\$62,468</b>	<b>\$45,327</b>
74-00 OPERATING SERVICES	\$480	\$460	\$460	\$245	\$327	\$474
76-11 ELECTRICITY	141,543	137,550	137,550	105,121	140,161	\$142,719
76-12 TELEPHONE/ COMMUNICATIONS	116,214	108,275	108,275	76,644	102,192	\$111,428
76-13 NATURAL GAS	1,302	1,900	1,900	612	816	\$1,955
76-20 JANITORIAL SERVICES	55,520	68,000	68,000	43,369	57,825	\$69,981
76-25 SAFETY SERVICES	0	0	0	4,445	5,927	\$0
76-30 PEST CONTROL SERVICES	1,905	1,300	1,300	4,072	5,429	\$1,337
76-80 MOWING SERVICES	0	0	0	415	553	\$0
78-00 CONTRACT SERVICES	12,605	55,300	55,300	9,974	13,299	\$26,037
78-30 RENTAL	7,673	7,750	7,750	3,153	4,204	\$7,975
78-31 VEHICLE LEASE-INTERNAL	2,700	2,700	2,700	2,700	3,600	\$2,700
<b>Subtotal of SERVICES</b>	<b>\$339,942</b>	<b>\$383,235</b>	<b>\$383,235</b>	<b>\$250,750</b>	<b>\$334,333</b>	<b>\$364,606</b>
86-00 FURNITURE AND FIXTURES	0	17,300	21,300	12,770	17,027	0
<b>Subtotal of CAPITAL</b>	<b>\$0</b>	<b>\$17,300</b>	<b>\$21,300</b>	<b>\$12,770</b>	<b>\$17,027</b>	<b>\$0</b>
<b>Totals for FACILITY OPERATIONS</b>	<b>\$394,247</b>	<b>\$475,735</b>	<b>\$479,735</b>	<b>\$324,310</b>	<b>\$422,391</b>	<b>\$423,416</b>

**Community Services  
Facility Operations (Police)  
001-6460-421**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY06 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	0	\$0
54-00 OPERATING SUPPLIES	3,304	2,000	2,000	1,678	2,237	\$2,058
56-00 FACILITY SUPPLIES	2,383	3,000	3,000	0	0	\$3,088
56-20 JANITORIAL SUPPLIES	0	0	0	0	0	\$0
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	\$0
<b>Subtotal of SUPPLIES</b>	<b>\$5,687</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$1,678</b>	<b>\$2,237</b>	<b>\$5,146</b>
62-10 LANDSCAPING	\$0	\$500	\$3,600	\$0	3,100	\$515
66-00 FACILITY MAINTENANCE	6,127	29,175	29,175	2,777	3,703	\$27,452
68-00 EQUIPMENT MAINTENANCE	0	575	575	0	0	\$592
<b>Subtotal of MAINTENANCE</b>	<b>\$6,127</b>	<b>\$30,250</b>	<b>\$33,350</b>	<b>\$2,777</b>	<b>\$6,803</b>	<b>\$28,559</b>
76-11 ELECTRICITY	\$27,187	\$38,000	\$38,000	\$43,668	58,224	\$39,107
76-12 TELEPHONE/ COMMUNICATIONS	3,938	4,500	4,500	6,339	8,452	\$4,631
76-13 NATURAL GAS	0	0	0	0	0	\$0
76-20 JANITORIAL SERVICES	11,949	18,000	18,000	7,215	14,715	\$21,098
76-25 SAFETY SERVICES	0	0	0	1,796	2,395	\$0
76-30 PEST CONTROL SERVICES	290	1,200	1,200	150	200	\$1,236
78-00 CONTRACT SERVICES	0	0	0	980	1,307	\$0
78-30 RENTAL	1,076	1,600	1,600	1,287	1,716	\$1,646
<b>Subtotal of SERVICES</b>	<b>\$44,440</b>	<b>\$63,300</b>	<b>\$63,300</b>	<b>\$61,435</b>	<b>\$87,008</b>	<b>\$67,718</b>
<b>Totals for FACILITY OPERATIONS</b>	<b>\$56,254</b>	<b>\$98,550</b>	<b>\$101,650</b>	<b>\$65,890</b>	<b>\$96,048</b>	<b>\$101,423</b>

**Community Services**  
**Facility Operations (Emergency Management)**  
**001-6460-422**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
66-00 FACILITY MAINTENANCE	\$2,523	\$1,700	\$1,700	\$150	\$200	\$1,749
68-00 EQUIPMENT MAINTENANCE	1,697	0	0	1,556	\$2,075	\$0
<b>Subtotal of MAINTENANCE</b>	<b>\$4,220</b>	<b>\$1,700</b>	<b>\$1,700</b>	<b>\$1,706</b>	<b>\$2,275</b>	<b>\$1,749</b>
76-11 ELECTRICITY	\$18,047	\$16,500	\$16,500	\$14,286	\$19,048	\$18,636
76-12 TELEPHONE/COMMUNICATIONS	\$89	\$0	\$0	\$2,084	\$2,779	\$0
76-13 NATURAL GAS	488	693	693	217	\$289	\$714
76-30 PEST CONTROL SERVICES	800	800	800	500	\$667	\$824
<b>Subtotal of SERVICES</b>	<b>\$19,424</b>	<b>\$17,993</b>	<b>\$17,993</b>	<b>\$17,087</b>	<b>\$22,783</b>	<b>\$20,174</b>
<b>Totals for FACILITY OPERATIONS</b>	<b>\$23,644</b>	<b>\$19,693</b>	<b>\$19,693</b>	<b>\$18,793</b>	<b>\$25,057</b>	<b>\$21,923</b>

**Community Services  
Facility Operations (Health and Welfare)  
001-6460-441**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
56-00 FACILITY SUPPLIES	\$751	\$751	\$751	\$0	\$0	\$772
<b>Subtotal of SUPPLIES</b>	<b>\$751</b>	<b>\$751</b>	<b>\$751</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>
62-10 LANDSCAPING	\$0	\$100	\$100	\$0	\$0	\$103
66-00 FACILITY MAINTENANCE	0	8,500	8,500	472	\$629	\$8,747
<b>Subtotal of MAINTENANCE</b>	<b>\$0</b>	<b>\$8,600</b>	<b>\$8,600</b>	<b>\$472</b>	<b>\$629</b>	<b>\$8,850</b>
76-11 ELECTRICITY	\$3,488	\$3,768	\$3,768	\$2,564	\$3,419	\$3,794
76-25 SAFETY SERVICES	0	0	0	536	0	0
76-30 PEST CONTROL SERVICES	0	0	0	0	0	\$0
<b>Subtotal of SERVICES</b>	<b>\$3,488</b>	<b>\$3,768</b>	<b>\$3,768</b>	<b>\$3,100</b>	<b>\$3,419</b>	<b>\$3,794</b>
<b>Totals for FACILITY OPERATIONS</b>	<b>\$4,239</b>	<b>\$13,119</b>	<b>\$13,119</b>	<b>\$3,572</b>	<b>\$4,048</b>	<b>\$13,416</b>

**Capital Projects  
Project Summary by Fund**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
General Fund	\$862,934	\$1,178,000	\$2,251,322	\$1,937,249	\$2,690,976	\$1,049,000
General Obligation Construction Funds	3,683,823	0	1,285,793	1,673,886	1,754,193	0
General Obligation Funding to be Determined	0	0	0	0	0	12,090,000
Water and Sewer fund	562,920	368,822	440,599	90,346	440,599	495,326
2006 Water and Sewer Construction Fund	238,743	0	16,653,396	487,014	20,155,034	0
2007 Water and Sewer Construction Fund	0	0	0	0	0	4,444,000
	<b>\$5,348,420</b>	<b>\$1,546,822</b>	<b>\$20,631,110</b>	<b>\$4,188,494</b>	<b>\$25,040,802</b>	<b>\$18,078,326</b>

City of Friendswood  
Capital Improvement Plan  
FY07-08 Budget  
General Fund

Project Name	Project Number	FY06 Actual	FY07 Estimate	FY08 Budget	FY09 Budget	FY10 Budget	FY11 Budget	FY12 Budget
Asphalt Overlay Program	ST4007	\$164,458	\$385,757	\$300,000	\$0	\$0	\$0	\$0
Brittany Bay Blvd	ST0017	27,869	231,581	0	0	0	0	0
Concrete Repairs	ST7001	395,879	653,962	500,000	0	0	0	0
Friendswood Link Road	ST0018	0	331,816	0	0	0	0	0
Laura Leigh Street Repair		0	0	215,000	0	0	0	0
<b>STREET PROJECTS</b>		<b>\$588,206</b>	<b>\$1,603,116</b>	<b>\$1,015,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Prairie Wilde Drainage	DR0207	\$4,500	\$0	\$0	\$0	\$0	\$0	\$0
<b>DRAINAGE PROJECTS</b>		<b>\$4,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Centennial Park Ph II & III	PK0021	\$27,404	\$90,199	\$0	\$0	\$0	\$0	\$0
Renwick Lighting	PK0061	149,615	0	0	0	0	0	0
<b>PARKS PROJECTS</b>		<b>\$177,019</b>	<b>\$90,199</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Animal Control Facility	779827	\$2,282	\$12,977	\$0	\$0	\$0	\$0	\$0
Fire Station #4	FFS000	14,244	0	0	0	0	0	0
Property Exchange FS #3 & HOA		0	11,230	0	0	0	0	0
PSB Construction	FFS000	0	539,921	0	0	0	0	0
PSB Operating Equipment	FFS000	0	123,389	0	0	0	0	0
PSB Capital Equipment	FFS000	76,243	158,233	0	0	0	0	0
PSB Operating Services	FFS000	440	1,403	0	0	0	0	0
City Hall Parking Lot		0	100,000	0	0	0	0	0
Libray Expansion Project-Drawings		0	0	34,000	0	0	0	0
Fire Station #3 Modification		0	50000	0	0	0	0	0
<b>FACILITY PROJECTS</b>		<b>\$93,209</b>	<b>\$997,153</b>	<b>\$34,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GENERAL FUND PROJECTS</b>		<b>\$862,934</b>	<b>\$2,690,468</b>	<b>\$1,049,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

City of Friendswood  
Capital Improvement Plan  
FY07-08 Budget  
General Obligation Projects

Project Name	Project Number	FY06 YTD	FY07 Estimate	FY08 Budget	FY09 Budget	FY10 Budget	FY11 Budget	FY12 Budget
Shadowbend: Woodlawn to Sunset	ST0204	(\$28,142)	\$0	\$0	\$0	\$0	\$0	\$0
Brittany Bay Blvd.	ST0017	0	0	0	0	4,070,000	0	0
Friendswood Link Road	ST0018	0	0 *	0	0	0	0	0
Melody Lane	ST0203	0	0	3,227,000	0	0	0	0
Shadowbend: Woodlawn to Sunset	ST0202	0	0	0	0	0	0	0
West Winding Way	ST0205	0	0	0	0	0	0	0
West Spreading Oaks	ST0201	0	0	491,000	0	0	0	0
<b>STREET PROJECTS</b>		<b>(\$28,142)</b>	<b>\$0</b>	<b>\$3,718,000</b>	<b>\$0</b>	<b>\$4,070,000</b>		<b>\$0</b>
Annalea Whitehall Drain Phase II		\$0	\$0 *	\$137,000	\$0	\$0	\$0	\$0
Annalea Whitehall Drain Phase III		0	0 *	379,000	0	0	0	0
Annalea Whitehall Drain Phase IV		0	0 *	434,000	0	0	0	0
Clover Acres Drainage	DR0205	75,225	1,298,000	0	0	0	0	0
Coward Creek Watershed	G00120	10,357	17,855	0	0	0	0	0
Glennshannon Drainage	DR0204	50,000	760,000	0	0	0	0	0
Mission Estates Outfall		0	258,000	0	0	0	0	0
Prairewilde Drainage		0	0	0	0	0	0	0
Sun Meadow Drainage Phase II	DR0200	7,815	0 *	705,000	0	0	0	0
Sun Meadow Drainage Phase III		0	0 *	440,000	0	0	0	0
Sun Meadow Drainage Phase IV		0	0 *	538,000	0	0	0	0
Sun Meadow Drainage Phase V		0	0 *	295,000	0	0	0	0
West Edgewood Drainage Outfall		0	0 *	3,426,000	0	0	0	0
Woodlawn Drainage	DR0202	(28,361)	0	0	0	0	0	0
FM 518 Drainage Improvements				2,968,000				
<b>DRAINAGE PROJECTS</b>		<b>\$115,036</b>	<b>\$2,333,855</b>	<b>\$8,372,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Centennial Park Ph II & III	PK0021	\$280,356	\$15,002	\$0	\$0	\$0	\$0	\$0
<b>PARKS PROJECTS</b>		<b>\$280,356</b>	<b>\$15,002</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
Fire Station #4	FFS000	\$38,288	\$1,585,000	\$0	\$0	\$0	\$0	\$0
Public Safety Bldg Ph I	FPS001	3,278,284	1,657,677	0	0	0	0	0
Animal Control Building		0	0	0	1,784,000 *	0	0	0
Library Expansion		0	0	0	2,982,000 *	0	0	0
<b>FACILITY PROJECTS</b>		<b>\$3,316,572</b>	<b>\$3,242,677</b>	<b>\$0</b>	<b>\$4,766,000</b>	<b>\$0</b>		<b>\$0</b>
<b>GO BONDS FUND PROJECTS</b>		<b>\$3,683,822</b>	<b>\$5,591,534</b>	<b>\$12,090,000</b>	<b>\$4,766,000</b>	<b>\$4,070,000</b>		<b>\$0</b>

Source for Future Years: 2007-2011 Capital Improvement Program  
\* Planning year adjusted from Capital Improvement Program Plan

City of Friendswood  
 Capital Improvement Plan  
 FY07-08 Budget  
 Water and Sewer Fund

<b>Project Name</b>	<b>Project Number</b>	<b>FY06 Actual</b>	<b>FY07 Estimate</b>	<b>FY08 Budget</b>	<b>FY09 Budget</b>	<b>FY10 Budget</b>	<b>FY11 Budget</b>	<b>FY12 Budget</b>
Fire Hydrant Spacing Program	UW0035	\$19,406	\$29,497	\$30,356	\$0	\$0	\$0	\$0
Neighborhood Waterline Replacement	UW0400	192,203	0	0	0	0	0	0
Water Meter Change Out Program	UW0003	36,489	39,325	40,470	0	0	0	0
Utility Master Plan		0	0	100,000	0	0	0	0
<b>DISTRIBUTION PROJECTS</b>		<b>\$248,098</b>	<b>\$68,822</b>	<b>\$170,826</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Sewer Line Maint & Cleaning	US0017	312,822	371,777	300,000	0	0	0	0
Sewer Line PSB	US0036	2,000	0	0	0	0	0	0
San Joaquin Lift Station Improvements		0	0	24,500	0	0	0	0
<b>COLLECTION PROJECTS</b>		<b>\$314,822</b>	<b>\$371,777</b>	<b>\$324,500</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
<b>WATER &amp; SEWER FUND PROJECTS</b>		<b>\$562,920</b>	<b>\$440,599</b>	<b>\$495,326</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>

City of Friendswood  
Capital Improvement Plan  
FY07-08 Budget

Project Name	Project Number	FY06 Actual	FY07 Estimate	FY08 Budget	FY09 Budget	FY10 Budget	FY11 Budget	FY12 Budget
Bay Area Blvd Waterline	UW0007	\$23,274	\$330,259	\$0	\$0	\$0	\$0	\$0
Blackhawk Waterline	UW0012	0	362,000	0	0	0	0	0
16" Waterline Sunset to Sun Meadow	UW0037	101,704	2,159,684	0	0	0	0	0
Surface Water Purchase	UW0510	0	11,000,000	0	0	0	0	0
Water Plant #5 Rehabilitation		0	0	3,392,000	0	0	0	0
Water Plant #6 Rehabilitation		0	0	1,052,000	0	0	0	0
Water Plant #7 Rehabilitation		0	0	0	1,180,000	0	0	0
42" Water Main Replacement		0	0	0	0	4,448,000	0	0
Raw Water System Buy-In		0	0	0	0	3,500,000	0	0
Second Take Point Phase II		0	0	0	0	2,334,000	0	0
Water Plant #2 Rehabilitation		0	0	0	0	0	1,435,000	0
<b>DISTRIBUTION PROJECTS</b>		<b>\$124,978</b>	<b>\$13,851,943</b>	<b>\$4,444,000</b>	<b>\$1,180,000</b>	<b>\$10,282,000</b>	<b>\$1,435,000</b>	<b>\$0</b>
Deepwood Force Main		\$76,835	\$3,160,000	\$0	\$0	\$0	\$0	\$0
Deepwood LS Expansion		36,080	1,857,414	0	0	0	0	0
Sunmeadow LS #8 Replacement		0	844,085	0	0	0	0	0
South Friendswood Force Main Div		850	441,592	0	0	0	0	0
Beamer Road Sanitary Sewer		0	0	0	1,933,000	0	0	0
<b>COLLECTION SYSTEM PROJECTS</b>		<b>\$113,765</b>	<b>\$6,303,091</b>	<b>\$0</b>	<b>\$1,933,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>WATER &amp; SEWER FUND PROJECTS</b>		<b>\$238,743</b>	<b>\$20,155,034</b>	<b>\$4,444,000</b>	<b>\$3,113,000</b>	<b>\$10,282,000</b>	<b>\$1,435,000</b>	<b>\$0</b>

Source for Future Years: 2007-2011 Capital Improvement Program

**General Fund  
Capital Improvement Projects  
Project Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Asphalt Overlay Program	\$164,458	\$300,000	\$385,757	\$272,012	\$385,757	\$300,000
Brittany Bay Blvd	27,869	0	226,478	6,218	230,381	0
Concrete Repairs	395,879	500,000	511,916	493,907	653,962	500,000
Friendswood Link Road	0	0	3,903	331,816	331,816	0
Prairie Wilde Drainage	4,500	0	1,200	0	1,200	
Sun Meadow Drainage	0	0	0	0	0	
Laura Leigh Street Repair	0	0	0	0	0	215,000
<b>Total Street &amp; Drainage Projects</b>	<b>\$592,706</b>	<b>\$800,000</b>	<b>\$1,129,254</b>	<b>\$1,103,953</b>	<b>\$1,603,116</b>	<b>\$1,015,000</b>
Centennial Park Gate	\$10,160	\$0	\$0	\$0	\$0	\$0
Centennial Park Field Lighting	0	0	130,199	90,199	90,199	0
Centennial Park Phase II	17,244	0	0	0	0	0
Renwick Lighting	149,615	0	0	0	0	0
<b>Total Parks Projects</b>	<b>\$177,019</b>	<b>\$0</b>	<b>\$130,199</b>	<b>\$90,199</b>	<b>\$90,199</b>	<b>\$0</b>
Animal Control Facility	\$2,282	\$0	\$12,718	\$12,977	\$12,977	\$0
Fire Station #4	14,244	0	0	0	0	0
Property Exchange Fs#3 & Hoa	0	0	11,230	1,075	11,230	0
PSB Construction	0	0	539,921	539,921	539,921	0
PSB Operating Equipment	0	140,000	140,000	98,618	123,389	0
PSB Capital Equipment	76,243	138,000	138,000	89,998	158,233	0
PSB Operating Services	440	0	0	508	1,911	0
City Hall Parking Lot	0	100,000	100,000	0	100,000	0
Library Expansion Project -Drawings	0	0	0	0	0	34,000
Fire Station #3 Modification	0	0	50,000	0	50,000	0
<b>Total Facility Projects</b>	<b>\$93,209</b>	<b>\$378,000</b>	<b>\$991,869</b>	<b>\$743,097</b>	<b>\$997,661</b>	<b>\$34,000</b>
<b>Total General Fund Projects</b>	<b>\$862,934</b>	<b>\$1,178,000</b>	<b>\$2,251,322</b>	<b>\$1,937,249</b>	<b>\$2,690,976</b>	<b>\$1,049,000</b>

**General Fund  
Capital Improvement Projects  
Account Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
81-20 Buildings	\$2,282	\$0	\$62,718	\$12,977	\$62,977	\$0
82-30 Parking/Driveways	0	100,000	100,000	0	100,000	0
<b>General Government Total</b>	<b>\$2,282</b>	<b>\$100,000</b>	<b>\$162,718</b>	<b>\$12,977</b>	<b>\$162,977</b>	<b>\$0</b>
58-00 Operating Equipment <\$5000	\$0	\$140,000	\$140,000	\$98,618	\$123,389	\$0
74-00 Operating Services	440	0	0	508	508	0
78-00 Contract Services	0	0	0	0	1,403	0
81-20 Buildings	0	0	539,921	539,921	539,921	0
88-00 Capital Equipment	76,243	138,000	138,000	89,998	158,233	0
85-81 Preliminary Study	12,400	0	0	0	0	0
85-83 Architectural Services	0	0	0	0	0	0
<b>Public Safety Total</b>	<b>\$89,083</b>	<b>\$278,000</b>	<b>\$817,921</b>	<b>\$729,045</b>	<b>\$823,454</b>	<b>\$0</b>
65-10 Street Maintenance	\$395,879	\$500,000	\$511,916	\$493,907	\$653,962	\$500,000
71-30 Engineering Services	0	0	0	0	0	0
81-11 Concrete Streets	0	0	0	331,816	331,816	215,000
85-12 Asphalt Streets	164,458	300,000	385,757	272,012	385,757	300,000
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	27,869	0	230,381	6,218	230,381	0
85-82 Design Engineering	4,500	0	0	0	0	0
85-84 Constr Administration	0	0	1,200	0	1,200	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
<b>Public Works Total</b>	<b>\$592,706</b>	<b>\$800,000</b>	<b>\$1,129,254</b>	<b>\$1,103,953</b>	<b>\$1,603,116</b>	<b>\$1,015,000</b>
58-00 Operating Equipment < \$5000	\$17,244	\$0	\$0	\$0	\$0	\$0
82-20 Lighting	149,615	0	130,199	90,199	90,199	0
85-83 Architectural Services	0	0	0	0	0	34,000
85-96 Surveying	0	0	0	0	0	0
82-40 Fence	10,160	0	0	0	0	0
85-85 Construction Inspection	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
<b>Culture &amp; Recreation Total</b>	<b>\$177,019</b>	<b>\$0</b>	<b>\$130,199</b>	<b>\$90,199</b>	<b>\$90,199</b>	<b>\$34,000</b>
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-12 Environmental Assess	0	0	1,650	0	1,650	0
81-13 Appraisals	0	0	4,200	0	4,200	0
81-15 Storm Water Detention	0	0	0	0	0	0
85-96 Surveying	1,844	0	5,380	1,075	5,380	0
<b>Financial Admin Total</b>	<b>\$1,844</b>	<b>\$0</b>	<b>\$11,230</b>	<b>\$1,075</b>	<b>\$11,230</b>	<b>\$0</b>
<b>GENERAL FUND TOTAL</b>	<b>\$862,933</b>	<b>\$1,178,000</b>	<b>\$2,251,322</b>	<b>\$1,937,249</b>	<b>\$2,690,976</b>	<b>\$1,049,000</b>

**General Obligation Bonds  
Capital Improvement Schedule  
Project Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Clover Acres Drainage	75,225	0	17,169	24,466	37,581	0
Coward Creek Watershed	10,357	0	14,700	11,702	17,855	0
Glenshannon Drainage	50,000	0	19,441	13,833	16,849	0
Mission Estates Outfall	0	0	0	0	5,000	0
Shadowbend: Woodlawn To Sunset	(28,142)	0	0	0	0	0
Sun Meadow Drainage	7,815	0	0	0	0	0
Woodlawn Drainage	(28,361)	0	0	0	0	0
<b>Total Streets &amp; Drainage Projects</b>	<b>\$86,894</b>	<b>\$0</b>	<b>\$51,310</b>	<b>\$50,001</b>	<b>\$77,285</b>	<b>\$0</b>
Centennial Park	\$280,356	\$0	\$16,361	\$15,002	\$15,002	\$0
<b>Total Parks Projects</b>	<b>\$280,356</b>	<b>\$0</b>	<b>\$16,361</b>	<b>\$15,002</b>	<b>\$15,002</b>	<b>\$0</b>
Fire Station #4	\$38,288	\$0	\$0	\$4,229	\$4,229	\$0
Public Safety Building	\$3,278,284	\$0	\$1,218,122	\$1,604,653	\$1,657,677	\$0
<b>Total Facilities Projects</b>	<b>\$3,316,572</b>	<b>\$0</b>	<b>\$1,218,122</b>	<b>\$1,608,883</b>	<b>\$1,661,906</b>	<b>\$0</b>
<b>Total General Obligation Bond Funds</b>	<b>\$3,683,823</b>	<b>\$0</b>	<b>\$1,285,793</b>	<b>\$1,673,886</b>	<b>\$1,754,193</b>	<b>\$0</b>

**2003 General Obligation Bond  
Capital Improvement Projects  
Account Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
58-00 Operating Equip	\$0	\$0	\$0	\$21,327	\$21,327	\$0
77-10 Software License Fee	0	0	0	0	525	0
78-00 Contract Services	0	0	0	0	5,060	0
81-00 Land And Buildings	0	0	0	0	0	0
81-10 Land	0	0	0	0	0	0
81-15 Storm Water Detention	0	0	0	0	0	0
85-81 Preliminary Study	2,500	0	0	0	2,500	0
85-82 Design Engineering	0	0	0	0	0	0
85-83 Architectural Services	114,517	0	28,382	32,163	32,163	0
85-84 Constr Administration	1,400	0	0	0	0	0
85-86 Surveying	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	2,906	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	2,234	3,125	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	55,078	0	279,112	288,004	288,004	0
<b>Public Safety Total</b>	<b>\$176,401</b>	<b>\$0</b>	<b>\$307,494</b>	<b>\$343,728</b>	<b>\$352,703</b>	<b>\$0</b>
81-11 Easements And Rows	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-11 Concrete Streets	(56,503)	0	0	0	0	0
85-30 Drainage Improvements	5,565	0	0	0	0	0
85-81 Preliminary Engineering	3,955	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-96 Surveying	16,940	0	4,150	4,150	4,150	0
85-98 Misc Construction Costs	2,250	0	0	0	0	0
<b>Public Works Total</b>	<b>(\$27,792)</b>	<b>\$0</b>	<b>\$4,150</b>	<b>\$4,150</b>	<b>\$4,150</b>	<b>\$0</b>
85-60 Parks Improvments	\$12,750	\$0	\$0	\$0	\$0	\$0
85-83 Architectural Services	0	0	16,361	15,002	15,002	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-91 Construction (Contracted)	263,985	0	0	0	0	0
85-98 Misc Construction Costs	3,621	0	0	0	0	0
<b>Culture &amp; Recreation Total</b>	<b>\$280,356</b>	<b>\$0</b>	<b>\$16,361</b>	<b>\$15,002</b>	<b>\$15,002</b>	<b>\$0</b>
<b>2003 GOB CONSTR TOTAL</b>	<b>\$428,965</b>	<b>\$0</b>	<b>\$328,005</b>	<b>\$362,880</b>	<b>\$371,855</b>	<b>\$0</b>

**2005 General Obligation Bond  
Capital Improvement Projects  
Account Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
85-81 Preliminary Eng	\$0	\$0	\$0	\$0	\$0	\$0
85-83 Architectural	0	0	0	0	0	0
85-84 Construction Admin	0	0	0	0	0	0
85-91 Construction (Contracted)	3,104,757	0	899,878	1,183,651	1,210,531	0
85-86 Surveying	1,930	0	0	0	0	0
85-98 Misc Construction Costs	32,734	0	10,750	81,504	84,909	0
88-00 Capital Equipment	750	0	0	0	13,764	0
<b>Public Safety Total</b>	<b>\$3,140,171</b>	<b>\$0</b>	<b>\$910,628</b>	<b>\$1,265,155</b>	<b>\$1,309,203</b>	<b>\$0</b>
78-00 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Easements & Row	\$0	\$0	\$0	\$500	\$500	
81-15 Storm Water Detention	0	0	0	0	0	0
81-19 Structure Removal	10,500	0	0	0	0	0
85-81 Preliminary Engineering	7,775	0	0	0	5,000	0
85-82 Design Engineering	75,952	0	9,489	5,883	16,849	0
85-84 Constr Administration	8,533	0	19,971	17,169	19,971	0
85-96 Surveying	1,570	0	3,000	9,960	12,960	0
85-98 Misc Construction Costs	10,357	0	14,700	12,340	17,855	0
<b>Public Works Total</b>	<b>\$114,687</b>	<b>\$0</b>	<b>\$47,160</b>	<b>\$45,851</b>	<b>\$73,135</b>	<b>\$0</b>
<b>2005 GOB CONSTR TOTAL</b>	<b>\$3,254,858</b>	<b>\$0</b>	<b>\$957,788</b>	<b>\$1,311,006</b>	<b>\$1,382,338</b>	<b>\$0</b>

**General Obligation Bonds  
Authorized/Unissued GO Bonds  
Capital Improvement Schedule  
Projects to be Determined**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
To be determined	\$0	\$0	\$0	\$0	\$0	\$3,485,000
Total Streets & Drainage Projects	\$0	\$0	\$0	\$0	\$0	\$3,485,000
<b>Total General Obligation Bond Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,485,000</b>

**Capital Improvement Schedule  
Funding to be Determined  
Project Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Annalea Whitehall Drain Phase II	0	0	0	0	0	137,000
Annalea Whitehall Drain Phase III	0	0	0	0	0	379,000
Annalea Whitehall Drain Phase IV	0	0	0	0	0	434,000
Friendswood Link Road	0	0	0	0	0	0
Melody Lane	0	0	0	0	0	3,227,000
West Spreading Oaks	0	0	0	0	0	491,000
Prairewilde Drainage	0	0	0	0	0	0
Sun Meadow Drainage Phase II	0	0	0	0	0	705,000
Sun Meadow Drainage Phase III	0	0	0	0	0	440,000
Sun Meadow Drainage Phase IV	0	0	0	0	0	538,000
Sun Meadow Drainage Phase V	0	0	0	0	0	295,000
West Edgewood Drainage Outfall	0	0	0	0	0	3,426,000
FM 518 Drainage	0	0	0	0	0	2,968,000
<b>Total Streets &amp; Drainage Projects</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,090,000</b>
<b>Total General Obligation Projects</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,090,000</b>

**Water and Sewer Fund  
Capital Improvement Schedule  
Project Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Fire Hydrant Spacing Program	\$19,406	\$29,497	\$29,497	\$0	\$29,497	\$30,356
Neighborhood Waterline Replace	192,203	0	0	0	0	0
Water Meter Change Out Program	36,489	39,325	39,325	18,596	39,325	40,470
Utility Master Plan	0	0	0	0	0	100,000
<b>Total Distribution System</b>	<b>\$248,098</b>	<b>\$68,822</b>	<b>\$68,822</b>	<b>\$18,596</b>	<b>\$68,822</b>	<b>\$170,826</b>
Sewer Line And Maintenance Clean	312,822	300,000	371,777	71,750	371,777	300,000
San Joaquin Lift Station Improver	0	0	0	0	0	24,500
Sewer Line PSB Property	2,000	0	0	0	0	0
<b>Total Collection System</b>	<b>\$314,822</b>	<b>\$300,000</b>	<b>\$371,777</b>	<b>\$71,750</b>	<b>\$371,777</b>	<b>\$324,500</b>
<b>Total Water And Sewer Fund</b>	<b>\$562,920</b>	<b>\$368,822</b>	<b>\$440,599</b>	<b>\$90,346</b>	<b>\$440,599</b>	<b>\$495,326</b>

**Water and Sewer Fund  
Capital Improvement Projects  
Account Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
65-51 Collection Line Maintenance	\$312,822	\$300,000	\$371,777	\$71,750	\$371,777	\$300,000
65-52 Lift Station Maintenance		0	0	0	0	24,500
85-51 Collection Lines	0	0	0	0	0	0
85-91 Construction (Contracted)	2,000	0	0	0	0	0
<b>Sewer Total</b>	<b>\$314,822</b>	<b>\$300,000</b>	<b>\$371,777</b>	<b>\$71,750</b>	<b>\$371,777</b>	<b>\$324,500</b>
54-76 Water Meters-Repl Program	\$36,489	\$39,325	\$39,325	\$18,596	\$39,325	\$30,356
54-78 Fire Hydrant Program	19,406	29,497	29,497	0	29,497	40,470
85-50 Carport/Garage	0	0	0	0	0	0
85-41 Distribution Lines	192,203	0	0	0	0	0
8581- Preliminary Study	0	0	0	0	0	100,000
85-82 Design Engineering	0	0	0	0	0	0
<b>Water Total</b>	<b>\$248,098</b>	<b>\$68,822</b>	<b>\$68,822</b>	<b>\$18,596</b>	<b>\$68,822</b>	<b>\$170,826</b>
<b>WATER AND SEWER TOTAL</b>	<b>\$562,920</b>	<b>\$368,822</b>	<b>\$440,599</b>	<b>\$90,346</b>	<b>\$440,599</b>	<b>\$495,326</b>

**Water and Sewer Revenue Bond Construction Fund  
Capital Improvement Schedule  
Project Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Bay Area Blvd Waterline	\$23,274	\$0	\$330,259	\$177,352	\$330,259	\$0
Blackhawk Waterline	0	0	362,000	34,585	362,000	0
16" Waterline Sunset To Sun Meadow	101,704	0	2,158,046	171,039	2,159,684	0
Surface Water Purchase	0	0	7,500,000	0	11,000,000	0
<b>Total Distribution</b>	<b>\$124,978</b>	<b>\$0</b>	<b>\$10,350,305</b>	<b>\$382,976</b>	<b>\$13,851,943</b>	<b>\$0</b>
Deepwood Force Main	\$76,835	\$0	\$3,160,000	\$24,837	\$3,160,000	\$0
Deepwood Ls Expansion	36,080	0	1,857,414	17,896	1,857,414	0
Sunmeadow Ls #8 Replacement	0	0	844,085	60,606	844,085	0
Sm - San Joaquin Fm Replacement	850	0	441,592	700	441,592	0
<b>Total Collection System</b>	<b>\$113,765</b>	<b>\$0</b>	<b>\$6,303,091</b>	<b>\$104,038</b>	<b>\$6,303,091</b>	<b>\$0</b>
<b>Total Water And Sewer Bond Construction Fund</b>	<b>\$238,743</b>	<b>\$0</b>	<b>\$16,653,396</b>	<b>\$487,014</b>	<b>\$20,155,034</b>	<b>\$0</b>

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

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
81-11 Water Rights	\$0	\$0	\$7,500,000	\$0	\$11,000,000	\$0
81-13 Appraisals	0	0	0	0	0	0
85-41 Distribution Lines	0	0	2,840,000	0	2,462,058	0
85-81 Preliminary Engineering	0	0	546	2,184	2,184	0
85-82 Design Engineering	110,440	0	1,700	203,451	203,451	0
85-84 Constr Administration	788	0	4,150	1,650	4,150	0
85-91 Construction	3,960	0	0	174,491	174,491	0
85-96 Surveying	9,790	0	3,909	1,200	3,909	0
85-98 Misc Construction Costs	0	0	0	0	1,700	0
85-99 Geotechnical Services	0	0	0	0	0	0
<b>Water Total</b>	<b>\$124,978</b>	<b>\$0</b>	<b>\$10,350,305</b>	<b>\$382,976</b>	<b>\$13,851,943</b>	<b>\$0</b>
81-11 Easements And Row	\$0	\$0	\$0	\$18,596	\$18,596	\$0
81-13 Appraisals	850	0	0	0	0	0
85-51 Collection Lines	0	0	3,591,000	0	3,572,404	0
85-52 Lift Station Improvemt	0	0	2,579,000	0	2,579,000	0
85-81 Preliminary Engin	36,080	0	12,713	6,356	12,713	0
85-82 Design Engineering	0	0	62,924	48,350	62,924	0
85-84 Constr Administration	0	0	5,000	0	5,000	0
85-96 Surveying	76,835	0	31,647	27,665	31,647	0
85-98 Misc Construction	0	0	15,900	0	15,900	0
85-99 Geotechnical Services	0	0	4,907	3,071	4,907	0
<b>Sewer Total</b>	<b>\$113,765</b>	<b>\$0</b>	<b>\$6,303,091</b>	<b>\$104,038</b>	<b>\$6,303,091</b>	<b>\$0</b>
<b>2006 W/S Bond Total</b>	<b>\$238,743</b>	<b>\$0</b>	<b>\$16,653,396</b>	<b>\$487,014</b>	<b>\$20,155,034</b>	<b>\$0</b>

**Water and Sewer Revenue Bond Construction Fund  
Proposed 2007 Water & Wastewater Bond Issue  
Capital Improvement Schedule  
Project Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Water Plant #5 Rehabilitation	\$0	\$0	\$0	\$0	\$0	\$3,392,000
Water Plant #6 Rehabilitation	0	0	0	0	0	1,052,000
<b>Total Distribution</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,444,000</b>
<b>Total Collection System</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Proposed Water And Sewer Bond Construction Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,444,000</b>

**Excerpts from the 2007-2011 Capital Improvement Program**

**Adopted April 2, 2007**

**General Obligation Projects**

**2007-2011 CAPITAL IMPROVEMENTS PROGRAM**  
**GENERAL OBLIGATION PROJECTS**  
**FIVE YEAR PLAN**

Summary by Project and Funding Source

Table 4

Project	Fiscal YR Planned	Estimated Project Cost	2003 Bonds	Fund Balance	Proposed 2007 Bonds
Animal Control Building	2008	\$ 1,784,000			\$ 1,784,000
Annalea Whitehall Drainage Project, Phase II (Area A)	2007	\$ 137,000		\$ 137,000	
Annalea Whitehall Drainage Project, Phase III (Area B)	2007	\$ 379,000		\$ 379,000	
Annalea Whitehall Drainage Project, Phase IV (Area C)	2007	\$ 434,000		\$ 434,000	
Brittany Bay Boulevard	2010	\$ 4,070,000	\$ 900,000		
Clover Acres Drainage	2007	\$ 1,298,000	\$ 1,000,000	\$ 298,000	
Fire Station #4	2007	\$ 1,585,000	\$ 1,450,000	\$ 135,000	
F.M. 518 Drainage Improvements	2008	\$ 2,968,000			\$ 2,968,000
Friendswood Link Road	2010	\$ 331,000	\$ 250,000		
Glenshannon Drainage Improvements	2007	\$ 760,000	\$ 1,420,000		
Library Expansion	2008	\$ 2,982,000			\$ 2,982,000
Melody Lane	2008	\$ 3,227,000	\$ 1,245,000		
Mission Estates Outfall	2007	\$ 258,000	\$ 162,000	\$ 96,000	
Sunmeadow Drainage Improvements, Phase II (Area 4)	2007	\$ 705,000		\$ 705,000	
Sunmeadow Drainage Improvements, Phase III (Area 5)	2007	\$ 440,000		\$ 440,000	
Sunmeadow Drainage Improvement, Phase IV (Area 11)	2007	\$ 538,000		\$ 538,000	
Sunmeadow Drainage Improvements, Phase V (Area 9)	2007	\$ 295,000		\$ 295,000	
W. Edgewood (FM2351) Drainage Outfall	2007	\$ 3,426,000			\$ 3,426,000
West Spreading Oaks	2008	\$ 491,000	\$ 304,000		
<b>Total General Obligation Projects for 5 Year Plan</b>	<b>Estimated</b>	<b>\$26,108,000</b>	<b>\$ 6,731,000</b>	<b>\$ 3,457,000</b>	<b>\$11,160,000</b>

## NOTE:

1. CLOVER ACRES has \$300,000 TxDOT participation not included in these numbers.
2. BRITTANY BAY is expected to have Developer Contributions to this Project.
3. FRIENDSWOOD LINK ROAD has adjusted with probable Interlocal agreement.

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Animal Control Building**

**Police Department**

COUNCIL GOAL: #6 Maintain High Level of Public Service

PLANNING DOCUMENT: None

TYPE: Facilities

YEAR PLANNED: 2008

SUB-TYPE: Construction

PROJECT NUMBER: Not Yet Assigned

**PROJECT DESCRIPTION:**

The Police Department has identified the requirement to construct a new humane facility by 2009 to meet the growing needs of the community. The proposed project plan consists of a phase-constructed build-out to eventually support a total of 8 Animal Control Officers (ACO's) by 2020 with the initial investment designed to house up to 6 ACO's. The preliminary scope calls for a site of up to 1.5 acres to support building, a large animal containment area, parking and required detention. The initial phase of construction would consist of a 7,350 sf pre-engineered metal building frame and roof with exterior CMU walls. This phase would center on approximately 2,500 sf of administrative and public space and about 3,500 sq. ft of kennels, lab and storage. Phase I of this facility would accommodate a minimum of 24 felines, 28 canines in separated kennels and provide a separate area for the quarantine of injured / sick pets or bite cases. 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 facility was constructed in approximately 1989 and is located in the floodway. It was damaged during Tropical Storm Allison in 2001 and required extensive repairs after that event. Additionally, the facility is inadequate to handle current operational requirements of the City's humane program with its current staffing level of two ACO's and one supervisor. The facility does not comply with current State regulations requiring a separate area for quarantined animals.

<b>Projected Cost In: 2008</b>		
<b>Estimated Construction Cost</b>		<b>\$ 1,274,000</b>
<b>Contingency @ 25.0%</b>		<b>\$ 319,000</b>
<b>Professional Services @ 15.0%</b>		<b>\$ 191,000</b>
<hr/>		
<b>Total Project Cost</b>		<b>\$ 1,784,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed General Obligation Bond

PROJECT NAME

Sponsor Department

**Annalea Whitehall Drainage Project,  
Phase II (Area A)**

**Community Development**

COUNCIL GOAL: #5 Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

YEAR PLANNED: 2007

PROJECT NUMBER: DR0203

**PROJECT DESCRIPTION:**

A Master Drainage Plan designated the Annalea Whitehall Kings Park subdivision as Problem Areas No.14, 19, and 20. Phase I was completed in mid-2005 with the construction of the major improvements to the Whitehall ditch outfall. Cost constraints caused the remaining work to be split up by priority into four follow-on phases. Phase II consists of the replacement of 18 inch storm sewer with 496 feet of 30 inch and the addition of 103 feet of 18 inch along with one manhole and the replacement of a portion of 8 inch sanitary sewer line all along MaryAnn between Castl lake and north of Avondale.

**JUSTIFICATION:**

The Annalea – Kingspark - Whitehall area has been a persistent flooding problem area. Initial phase work enlarged both main outfalls as a first step towards resolution. Follow – on projects are aimed primarily at replacing undersized and old or dysfunctional tributary systems. These projects are centered on the specifically identified problem areas within the subdivision with the objective of reducing street ponding and threats to structural flooding to tolerable levels.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 105,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 16,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 16,000</b>
<b>Total Project Cost</b>	<b>\$ 137,000</b>

**POSSIBLE FUNDING SOURCE:**

Fund Balance

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Annalea Whitehall Drainage Project,  
Phase III (Area B)**

**Community Development**

COUNCIL GOAL: #5 Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

YEAR PLANNED: 2007

PROJECT NUMBER: DR0203

**PROJECT DESCRIPTION:**

A Master Drainage Plan designated the Annalea Whitehall Kings Park subdivision as Problem Areas No.14, 19, and 20. Phase I was completed in mid-2005 with the construction of the major improvements to the Whitehall ditch outfall. Cost constraints caused the remaining work to be split up by priority into four follow-on phases. Phase III consists of the replacement of 18 inch storm sewer with 340 feet of 30 inch and the replacement of two B Inlets on Brandywyne across from Dover and Stonehenge and the installation of two outfall structures along with one manhole.

**JUSTIFICATION:**

The Annalea Kingspark Whitehall area has been a persistent flooding problem area. Initial phase work enlarged both main outfalls as a first step towards resolution. Follow – on projects are aimed primarily at replacing undersized, old or dysfunctional tributary systems specifically to reduce street ponding and threats of structural flooding to tolerable or allowable levels.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 291,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 44,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 44,000</b>
<b>Total Project Cost</b>	<b>\$ 379,000</b>

**POSSIBLE FUNDING SOURCE:**

Fund Balance

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Annalea Whitehall Drainage Project,  
Phase IV (Area C)**

**Community Development**

COUNCIL GOAL: #5 Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

PLANNED YEAR: 2007

PROJECT NUMBER: DR0203

**PROJECT DESCRIPTION:**

A Master Drainage Plan designated the Annalea Whitehall Kings Park subdivision as Problem Areas No.14, 19, and 20. Phase I was completed in mid-2005 with the construction of the major improvements to the Whitehall ditch outfall. Cost constraints caused the remaining work originally identified in the initial engineering to be split up by priority into four follow-on phases. Phase IV consists of the installation of new 36 inch storm sewer along the west side of Maryann from the intersection of Stadium Lane to the outfall into the end of Whitehall Ditch installed in the initial work in 2005. Also included in this work is the replacement of an 18 inch collapsed storm sewer with a new 30 inch from Kingsbury Lane to the Whitehall Ditch along with a new inlet on Kingsbury.

**JUSTIFICATION:**

The Annalea Kingspark Whitehall area has been a persistent flooding problem area. Initial phase work enlarged both main outfalls as a first step towards resolution. Follow – on projects are aimed primarily at replacing undersized and old or dysfunctional tributary systems. These projects are centered on the specifically identified problem areas within the subdivision with the objective of reducing street ponding and threats of structural flooding to tolerable or allowable levels.

<b>Projected Cost In: 2007</b>		
<b>Estimated Construction Cost</b>		<b>\$ 334,000</b>
<b>Contingency @ 15.0%</b>		<b>\$ 50,000</b>
<b>Professional Services @ 15.0%</b>		<b>\$ 50,000</b>
<b>Total Project Cost</b>		<b>\$ 434,000</b>

**POSSIBLE FUNDING SOURCE:**

Fund Balance

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Brittany Bay Boulevard**

**Community Development**

COUNCIL GOAL: Improve Transportation

PLANNING DOCUMENT: Major Thoroughfare Plan

TYPE: Thoroughfares

YEAR PLANNED: 2010

SUB-TYPE: Construction

PROJECT NUMBER: ST0017

**PROJECT DESCRIPTION:**

This project would construct a four-lane concrete curb and gutter boulevard section from the Friendswood/League City corporate limits to F.M. 2351. In addition, the project includes the construction of an associated underground storm sewer system. The thoroughfare would traverse through the West Ranch and Friendswood Lakes developments on the east side of F.M. 528 and pass adjacent to the Wilderness Trails and Windsong subdivisions on the west side. Ultimately, this roadway would connect Pearland Parkway in Pearland with Brittany Bay Boulevard in League City.

**JUSTIFICATION:**

This project is a part of the short-range transportation plan for the region. Recently, the City, with assistance from TXDOT funded the Preliminary Engineering and Environmental Assessment (PE/EA) for the proposed route. Once the PE/EA is completed, the project will be eligible for HGAC's Transportation Improvement Program (TIP). Under this program, the City will be responsible for providing 20% of the funding for construction.

The project will provide an additional north/south corridor through the City, which will help decrease the congestion along both F.M. 518 and Sunset Boulevard. The construction of the Brittany Bay Corridor will also prepare the City for the future development of this section of the City. In addition, the proposed storm sewer should provide improved drainage in the area along the Brittany Bay Boulevard Corridor.

<b>Projected Cost In: 2010</b>	
<b>Estimated Construction Cost</b>	<b>\$ 3,060,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 459,000</b>
<b>Professional Services @ 18.0%</b>	<b>\$ 551,000</b>
<b>Total Project Cost</b>	<b>\$ 4,070,000</b>

**POSSIBLE FUNDING SOURCE:**

Approved 2003 Bond Election

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department.

**Clover Acres Drainage**

**Community Development**

COUNCIL GOAL: #5 Improve Drainage

PLANNING DOCUMENT: Coenco Drainage Study

TYPE: Drainage

YEAR PLANNED: 2007

SUB-TYPE: Construction

PROJECT NUMBER: DR0205

**PROJECT DESCRIPTION:**

This project integrates TXDOT's drainage work associated with its plans to widen FM2351 and the City's drainage solution for the subdivision. The project consists of the purchase of property for a detention site, the installation of a detention pond and the construction of a portion of TXDOT's drainage system for its future expansion of FM2351 consisting of approximately 615 LF of 6 x 4 concrete box culvert, a control structure, approximately 5 Type A inlets with possible inclusion of box culverts under the crossing at Tall Pines. TXDOT has agreed to a cost sharing on the project in the amount of approximately \$300,000.

**JUSTIFICATION:**

This area has been a persistent flooding problem with increasing frequency. The root of the cause lies within the unincorporated areas north and west of the area outside of the City's limits. Uncontrolled development has resulted in major sheet flows of surface water during severe events. There are currently nine residential structures that are repetitive loss structures located within the subdivision. TXDOT's plan to widen FM2351, still some years off, might have provided a partial solution but that project is not scheduled yet. By coordinating the City's project with TXDOT's drainage plan the City can affect a solution now and cost share that with TXDOT.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 819,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 123,000</b>
<b>Land Acquisition</b>	<b>\$ 242,000</b>
<b>Professional Services @</b>	<b>\$ 114,000</b>
<hr/>	
<b>Total Project Cost</b>	<b>\$ 1,298,000</b>

**POSSIBLE FUNDING SOURCE:**

Approved 2003 Bond Election

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Fire Station #4**

**Fire Department**

COUNCIL GOAL: #6 Maintain High Level of Public Service

PLANNING DOCUMENT: Munson – Kennedy Study

TYPE: Facilities

YEAR PLANNED: 2007

SUB-TYPE: Construction

PROJECT NUMBER: FFS000

**PROJECT DESCRIPTION:**

Project programming was completed in mid-2005 for a mid-level facility that was capable of possible future expansion. The program created a standardized sub-station facility that could be built at any location and incorporated the ability to be expanded in the future. This met the recommendations of the 2002 Munson-Kennedy study.

The current project consists of a sub-Station sized facility of approximately 6,650 sf situated on approximately 2 acres, out of a total of 3.6, purchased on the northwest corner of the intersection of Woodlawn and Heritage Lane. The sub-Station project contains about 2,020 sf of living/ administrative/ workspace and approximately 4,625 sf of apparatus and support space. Structure is planned as a pre-engineered metal building frame and roof designed to current wind-load requirements of 120-mph with permanent walls constructed from CMU/ brick veneer and temporary walls from metal panel or composite materials. Site improvements include approximately 24 parking spaces along the perimeters of the access and equipment driveways. The station contains two double-loaded equipment bays, storage and a utility room. Inside is a day room, dispatch office, small kitchen, locker-room and dorm room for three volunteers. Provisions have been made to include emergency power for the station.

**JUSTIFICATION:**

The 2002 Munson-Kennedy study recommended improving Departmental response times by constructing a fourth station in the northwestern portion of the City currently served only by Station One and later construction a fifth station in the central southeastern area.

The current locations of the City’s three existing fire stations do not lend itself to improved response times due to increased traffic levels on primary access routes. The response times and distances from the existing Station One to the City’s north side exceed the national standards for the level of population and building density in existence now and response times are expected to continue to increase in the future. Continued build out will further slow travel times from existing stations due to increased traffic congestion and additional traffic control devices along normal response routes.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 1,249,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 187,000</b>
<b>Professional Services @ 11.9%</b>	<b>\$ 149,000</b>
<hr/>	
<b>Total Project Cost</b>	<b>\$ 1,585,000</b>

**POSSIBLE FUNDING SOURCE:**

ADOPTED 4/2/2007

Approved 2003 Bond Election

PROJECT NAME

Sponsor Department

**F.M. 518 Drainage Improvements**

**Community Development**

COUNCIL GOAL: Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

YEAR PLANNED: 2008

SUB-TYPE: Construction

PROJECT NUMBER: Not Yet Assigned

**PROJECT DESCRIPTION:**

The first phase of the city's Master Drainage Plan, completed in September 1993, and identified problem areas in the city's storm drainage system. This proposed project addresses Problem Areas No.17 and 18, by replacing undersized storm sewer systems located adjacent to Friendswood Drive in order to minimize street flooding during extreme event. A more detailed analysis of these problem areas is planned in the 2006 update to the Master Drainage Plan, with specific recommendations being anticipated.

**JUSTIFICATION:**

The area along FM 518 between Edgewood (FM 2351) and Chigger Creek is characterized as commercial development, with high levels of impervious cover, translating to high rates of storm runoff. The main trunk storm sewer capacity of the F.M. 518 (Friendswood Drive) is drastically undersized and varies from 30 percent to 60 percent of the desired 5-year flood. Detention sites are not available and the street grade is inadequate to handle the excess flows of a 100-year event.

The downtown area is currently anticipating revitalization efforts. The desire on the City's part is to address the increase in runoff associated with the new development in an effort to help encourage this redevelopment.

<b>Projected Cost In: 2008</b>	
<b>Estimated Construction Cost</b>	<b>\$ 2,471,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 371,000</b>
<b>Easement Acquisition</b>	<b>\$ 12,000</b>
<b>Professional Services @</b>	<b>\$ 114,000</b>
<hr/>	
<b>Total Project Cost</b>	<b>\$ 2,968,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed General Obligation Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Friendswood Link Road**

**Community Development**

COUNCIL GOAL: #5 Improve Transportation

PLANNING DOCUMENT: Major Thoroughfare Plan

TYPE: Thoroughfares

SUB-TYPE: Construction

PLANNED YEAR: 2010

PROJECT NUMBER: ST0018

**PROJECT DESCRIPTION:**

Friendswood Link Road is the proposed extension of El Dorado Boulevard. The project would provide another major thoroughfare to promote moving traffic between IH-45 and F.M. 518. This project would upgrade approximately 3000 feet of an existing 2-lane, asphalt roadway to a four lane, divided concrete curb and gutter roadway from the northerly Corporate limits to F.M. 518. In addition, the project includes the addition of an underground storm sewer system and the relocation of some existing sanitary and waterline utilities.

**JUSTIFICATION:**

With the completion of the proposed El Dorado Boulevard extension between IH-45 and Beamer Road by the City of Houston in August of 2005, improvement of this roadway will provide an additional access point for commuters utilizing I-45 to enter and exit the City of Friendswood. The result of this improvement would be to provide relief to traffic along the F.M. 528 and F.M. 2351 corridors. In addition, the drainage system would be improved to an underground storm sewer system to serve the new street.

The project is part of the regional transportation plan and qualifies for funding under HGAC's Transportation Improvement Program (TIP) now that the Preliminary Engineering and Environmental Assessment are complete. As part of the TIP, the city would be required to fund up to 20% of project cost. Harris County is currently working to design and build the remaining portion between Beamer Road and the Friendswood City Limits by 2009.

<b>Projected Cost In: 2010</b>		
<b>Estimated Construction Cost</b>	<b>\$</b>	<b>331,000</b>
<b>Contingency @ 25.0%</b>	<b>\$</b>	<b>-</b>
<b>Professional Services @ 18.0%</b>	<b>\$</b>	<b>-</b>
<b>Total Project Cost</b>		<b>\$ 331,000</b>

**POSSIBLE FUNDING SOURCE:**

Approved 2003 Bond Election

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Glenshannon Drainage Improvements**

**Community Development**

COUNCIL GOAL: Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

PLANNED YEAR: 2007

PROJECT NUMBER: DR0204

**PROJECT DESCRIPTION:**

This project was originally identified in the 1993 Master Drainage Plan as Problem Areas No.6 and 7. The proposed improvements include construction of 1,300 lf of 72" aluminized metal pipe storm sewer outfall across Wilderness Trails from Londonderry to Chigger Creek. The project will include the addition of two B-B Inlets, the acquisition of approximately 30,000 SF of easement and the purchase of 3.75 Acft of detention volume from the Galveston County Consolidated Drainage District. Additionally, improvements are to be made along Greenbriar between Briar Meadow and the creek in the form of installation of larger culverts. This portion of the work is planned to be installed as routine maintenance to the roadside ditches are performed and includes upsized culverts at nine driveway ditch crossings.

**JUSTIFICATION:**

Street flooding has occurred in the Wilderness Trails and Glenshannon Subdivisions resulting from the addition of the Glenshannon drainage area to the existing Wilderness Trails outfall. Street ponding depths exceed the maximum allowable as per the City's design criteria and have threatened homes with low slab elevations, allowing storm water to enter some garages.

Street flooding along Greenbriar, Briar Meadow and Murphy is also at nuisance levels and could threaten homes along Briar Meadow and Greenbriar. The existing ditches are undersized due to restricted right of way.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$541,000</b>
<b>Contingency @ 15.0%</b>	<b>\$81,000</b>
<b>Easement Acquisition</b>	<b>\$24,000</b>
<b>Professional Services @</b>	<b>\$ 114,000</b>
<hr/>	
<b>Total Project Cost</b>	<b>\$ 760,000</b>

**POSSIBLE FUNDING SOURCE:**

Approved 2003 Bond Election

PROJECT NAME

Sponsor Department

**Library Expansion**

**Library**

COUNCIL GOAL: #6 Maintain High Level of Public Service

PLANNING DOCUMENT: Community Facilities Plan

TYPE: Facilities

YEAR PLANNED: 2008

SUB-TYPE: Construction

PROJECT NUMBER: FLB001

**PROJECT DESCRIPTION:**

This project provides for the expansion of Library area in order to meet the growing needs of the community. The description is based on a March 2003 study performed to identify the possible alternatives and to quantify those alternatives. The expansion includes adding approximately 10,850 sf to the library on the perimeters of the existing building: expanding and adding service area in the Reference Area, and Young Adult and Juvenile areas, expanding the Audio/Visual area and expanding the front and reference desks. Additionally the Community room would be expanded to provide a 200-250 person capacity. A portion of the existing parking lot would be consumed in this expansion and additional parking would be provided by expanding the parking are to the south and reciprocal agreements with the Friends Church.

The above project scope was developed in a programming study performed by an architectural consultant and presented to the Library Board in March 2006. Staff has confirmed this plan is still current.

**JUSTIFICATION:**

The expansion is in agreement with the Houston Area Library System's recommendations for facility requirements and is recommended by the Friendswood Public Library Board. The Plan was submitted to City Council and approved on July 14, 2003.

<b>Projected Cost In: 2008</b>		
<b>Estimated Construction Cost</b>		<b>\$ 2,209,000</b>
<b>Contingency @ 20.0%</b>		<b>\$ 442,000</b>
<b>Professional Services @ 15.0%</b>		<b>\$ 331,000</b>
<hr/>		
<b>Total Project Cost</b>		<b>\$ 2,982,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed General Obligation Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Melody Lane**

**Community Development**

COUNCIL GOAL: Improve Transportation

PLANNING DOCUMENT: Major Thoroughfare Plan

TYPE: Thoroughfares

PLANNED YEAR: 2008

SUB-TYPE: Construction

PROJECT NUMBER: ST0203

**PROJECT DESCRIPTION:**

Currently, the roadway exists from F.M. 2351 to northerly City of Friendswood City limits and is approximately 6,600 feet long. It exists as a 2-lane asphalt road with an average width of 24 feet and large open ditches located on each side of the right-of-way. The Major Thoroughfare Plan (MTP) for the City of Friendswood identifies Melody Lane as a minor collector. The ultimate cross-section proposed for this street is a 2-lane, undivided concrete roadway (28-feet wide) with curb and gutter. The section of roadway between F.M. 2351 and the Woodland Park Drive is proposed as a 40-foot wide, three-lane concrete street with a continuous left turn lane. The purpose of this wider section with turn lane is to accommodate the significant number of driveways along that stretch of the roadway. In addition, the drainage ditches will be improved to underground storm sewer system.

**JUSTIFICATION:**

In 2002, the City performed an inventory of existing asphalt roads throughout the City in an effort to determine which of these roads, based upon their age, existing condition and traffic loads and volumes and other factors would warrant conversion to concrete. Melody Lane, based upon these criteria as well as the additional development along this corridor, became a prime candidate for the conversion program. Additionally, the increasing traffic volume that combined with the speed has created a safety issue. In addition, the replacement of the open ditches with the associated storm sewer improves the drainage of the area. Finally, the conversion of this street to concrete will reduce the maintenance costs, the scope of maintenance activity, and the frequency of maintenance on this highly traveled collector street.

<b>Projected Cost In: 2008</b>	
<b>Estimated Construction Cost</b>	<b>\$ 2,257,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 564,000</b>
<b>Professional Services @ 18.0%</b>	<b>\$ 406,000</b>
<b>Total Project Cost</b>	<b>\$ 3,227,000</b>

**POSSIBLE FUNDING SOURCE:**

Approved 2003 Bond Election

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Mission Estates Outfall**

**Community Development**

COUNCIL GOAL: #5 Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

PLANNED YEAR: 2007

PROJECT NUMBER: DR0206

**PROJECT DESCRIPTION:**

The Master Drainage Plan identified this as Problem Area #9 in 1993 and is characterized by street flooding during the 5-year storm or a larger event. The project calls for two actions to resolve the problem. The first is to install 2 additional 54-inch RCP culverts at restrictor structure located in the channel adjacent to Mission Estates. The second action is to add two 60-inch culverts under the haul road to the sand pit. In addition, the top of the haul road must be lowered, within the drainage channel just north of Mission Estates, by 2-feet to allow run-off to over-top the road during events in excess of 5 year flows.

**JUSTIFICATION:**

The Mission Estates, section III, Somerset, and San Joaquin areas experience street ponding in excess of allowable design during the larger storm events. The existing ditch is impacted by up-stream flows from Carmel Village and can only convey the 5-year discharge at bank full capacity as currently constructed. The proposed project will increase the capacity of the channel and minimize any downstream flooding impacts. Downstream improvements to this ditch as part of the Friendswood Lakes Development enable the ditch to handle the additional flow.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 184,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 46,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 28,000</b>
<b>Total Project Cost</b>	<b>\$ 258,000</b>

**POSSIBLE FUNDING SOURCE:**

Approved 2003 Bond Election

PROJECT NAME

Sponsor Department

**Sunmeadow Drainage Improvements,  
Phase II (Area 4)**

**Community Development**

COUNCIL GOAL: Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

YEAR PLANNED: 2007

PROJECT NUMBER: DR0200

**PROJECT DESCRIPTION:**

This area was originally identified in the 1993 Mater Drainage Plan as Problem Area #11 and was classified as the subdivision's Main Outfall. The prioritization was changed during the design for the overall project leaving this area as the #2 priority behind the initial improvement areas. The project consists of the replacement, straightening and over-sizing of the existing Corrugated Metal Pipe outfall (aka Area 4 in the original plan set). The 72-inch outfall pipe is to be largely replaced with 84 inch RCP. A portion of the line, from West Castle Harbour to the existing outside of the subdivision will be duplicated through another existing easement providing increased capacity. The outfall point at Chigger Creek will be improved with the addition of articulated block slope protection. The project requires the acquisition of two small section of easement to supplement existing right of way.

**JUSTIFICATION:**

The Sun Meadow Subdivision has several areas that have experienced flooding of homes during moderate and major storm events. Some homes within the Windsong Subdivision also experience these problems. The initial phase of the project corrected the most severe problems in the northeast corner of the subdivision. Cost constraints forced the project to be compartmentalized and re-prioritized in order to address the remaining problem areas on an annual basis in order of their relative priority within the subdivision. This secondary outfall provides substantial relief to areas upstream of the new outfall established under the initial project and is critical to providing flood protection to downstream properties.

<b>Projected Cost In: 2007</b>			
<b>Estimated Construction Cost</b>		<b>\$</b>	<b>543,000</b>
<b>Contingency @ 15.0%</b>		<b>\$</b>	<b>81,000</b>
<b>Professional Services @ 15.0%</b>		<b>\$</b>	<b>81,000</b>
<b>Total Project Cost</b>		<b>\$</b>	<b>705,000</b>

**POSSIBLE FUNDING SOURCE:**

Fund Balance

PROJECT NAME

Sponsor Department

**Sunmeadow Drainage Improvements,  
Phase III (Area 5)**

**Community Development**

COUNCIL GOAL: Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

YEAR PLANNED: 2007

PROJECT NUMBER: DR0200

**PROJECT DESCRIPTION:**

This area was originally identified in the 1993 Mater Drainage Plan as Problem Area #11 and was classified as the subdivision's Main Outfall. The prioritization was changed during the design for the overall project leaving this area as the #3 priority behind the initial improvement and the re-construction of the secondary outfall. The project consists of the replacement and over-sizing of the existing 24 inch and 30 inch storm sewer with 30 inch and the installation of 117 lf of 72 inch pipe along West Castle Harbour Drive and serves as the collection manifold for the secondary outfall described in Phase II work. This includes the installation of one major junction box and three junction boxes with open throat inlets and two C-1 type curb inlets on Point Royal Drive. This work is described in the original plan set as Area 5 and was re-prioritized as Phase III in conjunction with the reconstruction of the secondary outfall after the initial phase of work was completed in 2005.

**JUSTIFICATION:**

Working in conjunction with the Secondary outfall this area must be improved to channel the greatly increased sheet flows into the improved secondary outfall. Installation of this section completes the improvements to the northern section of the subdivision and effectively lowers the street ponding in this area to acceptable levels by increasing the outfall's capacity.

<b>Projected Cost In: 2007</b>		
<b>Estimated Construction Cost</b>		<b>\$ 338,000</b>
<b>Contingency @ 15.0%</b>		<b>\$ 51,000</b>
<b>Professional Services @ 15.0%</b>		<b>\$ 51,000</b>
<b>Total Project Cost</b>		<b>\$ 440,000</b>

**POSSIBLE FUNDING SOURCE:**

Fund Balance

PROJECT NAME

Sponsor Department

**Sunmeadow Drainage Improvements,  
Phase IV (Area 11)**

**Community Development**

COUNCIL GOAL: Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

YEAR PLANNED: 2007

PROJECT NUMBER: DR0200

**PROJECT DESCRIPTION:**

This area is part of the original overall Sun Meadow drainage project and consists of Area 11 within that plan set. It has been prioritized as Phase IV or the third priority behind the initial improvements because this area suffers from access denial level street flooding at the entrance of the subdivision. The project is designed to lower street ponding to acceptable levels in the main entrance area of Sun Meadow Boulevard and consists of removing existing drainage pipe of all sizes and installing 1331 LF of 36 inch RCP and 400 LF of 30 inch RCP, 3 large manholes structures, 3 large junctions boxes, several curb inlets and a new outfall structure off of St Cloud. The project reaches from Sun Meadow Boulevard around Dorado and down St Cloud to outfall into Chigger Creek. This work is described in the original plan set as Area 11 and was re-prioritized as Phase IV after cost constraints in the initial project forced a phased approach to the overall project.

**JUSTIFICATION:**

The City's Design Criteria Manual allows street flooding up to a maximum of 18 inches during 100-year events. This main entrance to the Subdivision experiences flooding in excess of that amount and that ponding remains on location for long periods afterward due to sheet flows. This situation effectively prohibits movement into or out of the subdivision during severe events. Installation of this section effectively lowers the street ponding in this area to acceptable levels by increasing the storm sewer capacity within this isolated area and provides a dedicated outfall for the area.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 414,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 62,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 62,000</b>
<b>Total Project Cost</b>	<b>\$ 538,000</b>

**POSSIBLE FUNDING SOURCE:**

Fund Balance

PROJECT NAME

Sponsor Department

**Sunmeadow Drainage Improvements,  
Phase V (Area 9)**

**Community Development**

COUNCIL GOAL: Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

SUB-TYPE: Construction

YEAR PLANNED: 2007

PROJECT NUMBER: DR0200

**PROJECT DESCRIPTION:**

This area is part of the original overall Sun Meadow drainage project and consists of Area 9 within that plan set. It has been prioritized as Phase V or the fourth priority behind the initial improvements because this area suffers from excessive street flooding and threatens structural flooding along Castle Harbour due to the sheet flow from the surrounding area and the absence of adequate inlets and storm sewer capacity. The project is designed to lower street ponding to acceptable levels and incorporate sheet flows within a new outfall structure across the golf course and into Chigger Creek. The project consists of installing 865 LF of 36 inch RCP, including the auger construction of 100 feet of that, 5 large manholes structures, 1 large inlet and a new outfall structure behind the golf course. The project includes the acquisition of two separate easements. This work is described in the original plan set as Area 9 and was re-prioritized as Phase V after cost constraints in the initial project forced a phased approach to the overall project.

**JUSTIFICATION:**

The City's Design Criteria Manual allows street flooding up to a maximum of 18 inches during 100-year events. This drainage is within the Subdivision experiences flooding in excess of that amount during the five year event due to the lack of a dedicated outfall for the area involved. This situation effectively inhibits movement through the subdivision during severe events and threatens structures. Installation of this new outfall effectively lowers the street ponding in this area to acceptable levels by increasing the storm sewer outfall capacity within this area and provides a dedicated outfall for the area.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 227,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 34,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 34,000</b>
<b>Total Project Cost</b>	<b>\$ 295,000</b>

**POSSIBLE FUNDING SOURCE:**

Fund Balance

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**W. Edgewood (FM 2351) Drainage Outfall      Community Development**

COUNCIL GOAL: #5 Improve Drainage

PLANNING DOCUMENT: Master Drainage Plan

TYPE: Drainage

YEAR PLANNED: 2008

SUB-TYPE: Construction

PROJECT NUMBER: Not Yet Assigned

**PROJECT DESCRIPTION:**

In 2004, the Texas Department of Transportation (TXDOT) prepared a comprehensive Drainage Plan for the F.M. 2351 corridor between F.M. 518 and the proposed Brittany Bay Boulevard. The purposes of the study was identify critical drainage issues that would affect the widening of the roadway to 5 lanes and then propose solutions that could be addressed by the various agencies affected by the project. Three problem areas were identified. This project addresses problem area 2 and is joint project between the City, Galveston Consolidated Drainage District and TXDOT. The project calls for the construction of outfall (box culvert or ditch) located between Garden Street and Sunset Drive. The outfall facility would extend from F.M. 2351 all the way to Cowards Creek, for a distance of 3300 feet.

**JUSTIFICATION:**

The proposed outfall would address several drainage areas along the F.M 2351 corridor that currently do not have outfall drainage. The benefits would be realized on both sides of F.M. 2351, from Stadium Drive to Oak Drive. In addition, the proposed project would facilitate the development of the roadway and relieve traffic congestion along the corridor within the city limits of Friendswood.

<b>Projected Cost In: 2008</b>	
<b>Estimated Construction Cost</b>	<b>\$ 2,447,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 612,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 367,000</b>
<b>Total Project Cost</b>	<b>\$ 3,426,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed General Obligation Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**West Spreading Oaks**

**Community Development**

COUNCIL GOAL: Improve Transportation

PLANNING DOCUMENT: Major Thoroughfare Plan

TYPE: Streets

YEAR PLANNED: 2008

SUB-TYPE: Construction

PROJECT NUMBER: ST0201

**PROJECT DESCRIPTION:**

Currently, the roadway exists from Laurel Drive to F.M. 518 and is approximately 650 feet long. The existing road is 2 lanes of asphalt with an average width of 28 feet and concrete curb and gutter and an associated storm sewer. The Major Thoroughfare Plan (MTP) for the City of Friendswood identifies West Spreading Oaks Drive as a minor collector. The ultimate cross-section proposed for this street is a 2-lane, undivided concrete roadway (28-foot wide) with curb and gutter.

**JUSTIFICATION:**

In 2002, the City performed an inventory of existing asphalt roads throughout the City in an effort to determine which of these roads, based upon their age, existing condition and traffic loads and volumes and other factors would warrant conversion to concrete. West Spreading Oaks Drive evolved, based upon these criteria, as a prime candidate for conversion. Finally, the conversion of this street to concrete will reduce the maintenance costs, the scope of maintenance activity, and the frequency of maintenance on this highly traveled collector street.

This portion of the roadway is located adjacent to the Friendswood Library and the Friendswood Junior High School and experiences heavy vehicle and pedestrian traffic throughout the week. This new thoroughfare will help relieve congestion in this area during peak traffic hours by providing wider lanes to handle parked and waiting vehicles around the school.

<b>Projected Cost In: 2008</b>		
<b>Estimated Construction Cost</b>		<b>\$ 350,000</b>
<b>Contingency @ 25.0%</b>		<b>\$ 88,000</b>
<b>Professional Services @ 15.0%</b>		<b>\$ 53,000</b>
<b>Total Project Cost</b>		<b>\$ 491,000</b>

**POSSIBLE FUNDING SOURCE:**

Approved 2003 Bond Election

**Excerpts from the 2007-2011 Capital Improvement Program**

**Adopted April 2, 2007**

**Water and Wastewater Projects**

**2007-2011 CAPITAL IMPROVEMENTS PROGRAM**  
**WATER & SEWER PROJECTS**  
**FIVE YEAR PLAN**

Summary by Project and Funding Source

Table 5

Project	Fiscal YR Planned	Estimated Project Cost	2006 Bonds	Working Capital	Proposed Bonds
42 Inch Water Main Replacement	2010	\$ 4,448,000			\$ 4,448,000
Additional Surface Water Purchase Phase I	2007	\$ 11,000,000	\$ 7,500,000	\$ 3,500,000	
Bay Area Boulevard Waterline Revised Project	2007	\$ 269,000	\$ 324,000	\$ (55,000)	
Beamer Road Sanitary Sewer Phase I	2009	\$ 1,933,000			\$ 1,933,000
Deepwood Force Main	2007	\$ 3,282,000	\$ 3,160,000	\$ 122,000	
Deepwood Lift Station Expansion	2007	\$ 1,610,000	\$ 1,803,000	\$ (193,000)	
Raw Water System Buy-In	2010	\$ 3,500,000			\$ 3,500,000
Second Take Point Phase II	2010	\$ 2,334,000			\$ 2,334,000
South Friendswood Force Main Diversion	2007	\$ 435,000	\$ 431,000	\$ 4,000	
Sunmeadow Lift Station	2007	\$ 769,000	\$ 776,000	\$ (7,000)	
Water Distribution Replacement & Upgrades, 16" Transmission Line	2007	\$ 2,012,000	\$ 2,154,000	\$ (142,000)	
Water Distribution Replacement & Upgrades, Blackhawk	2007	\$ 365,000	\$ 352,000	\$ 13,000	
Water Plant Number Two Rehabilitation	2011	\$ 1,435,000			\$ 1,435,000
Water Plant Number Five Rehabilitation	2008	\$ 3,392,000			\$ 3,392,000
Water Plant Number Six Rehabilitation	2008	\$ 1,052,000			\$ 1,052,000
Water Plant Number Seven Rehabilitation	2009	\$ 1,180,000			\$ 1,180,000
<b>Total Water &amp; Sewer Projects for 5 Year Plan</b>	<b>Estimated</b>	<b>\$ 39,016,000</b>	<b>\$ 16,500,000</b>	<b>\$ 3,242,000</b>	<b>\$ 19,274,000</b>

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**42 Inch Water Main Replacement**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Ground Water Reduction Plan

TYPE: Utility

YEAR PLANNED: 2010

SUB-TYPE: Purchase

PROJECT NUMBER: N/A

**PROJECT DESCRIPTION:**

This is a co-participation project with the City of Houston and other participants in the movement and 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 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. Costs of replacements, including the cost of real estate and easement are the responsibility of the Participants utilizing the transmission line. The widening and 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 2010 in order for TxDOT's 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. As such costs for replacement of the line are shared out on an allocation pro-rata basis.

<b>Projected Cost In: 2010</b>	
<b>Estimated Construction Cost</b>	<b>\$ 4,448,000</b>
<b>Contingency @ 27.0%</b>	<b>\$ 1,201,000</b>
<b>Professional Services @ 0.0%</b>	<b>\$ -</b>
<hr/>	
<b>Total Project Cost</b>	<b>\$ 4,448,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Additional Surface Water Purchase Phase I**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Ground Water Reduction Plan

TYPE: Utility

YEAR PLANNED: 2007

SUB-TYPE: PURCHASE

PROJECT NUMBER: UW0030

**PROJECT DESCRIPTION:**

This is the purchase of surface water capacity from the City of Houston Southeast Water Purification Plant. The 2001 Ground Water Reduction Plan required the City to reduce its ground water consumption to 20% of the total water demand and predicted a daily consumption of 16.8 MGD at build-out. Future demand will require approximately 12 MGD be made up by purchase agreements with the City of Houston, Southwest Water Purification Plant.

Costs for water are based on operational and improvement costs to the Plant including those necessary to increase its Production Capacity to 200 MGD and the Plant's Pumping Capacity to 255 MGD. Planning for improvements to increase the reliable capacity is underway and includes certain upgrades the Plant's existing facilities that will benefit the Participants.

**JUSTIFICATION:**

The 2001 Ground Water Reduction Plan required the City to reduce its dependency on its ground water from 38% of its total consumption to just 20%. At the same time growth projections indicate the demand at build-out will total approximately 16.8 MGD, This requires that the approximate 11.8 MGD be made up through purchases of surface water.

<b>Projected Cost In: 2007</b>		
<b>Estimated Purchase Cost</b>		<b>\$ 11,000,000</b>
<b>Contingency @</b>	<b>0.0%</b>	<b>\$ -</b>
<b>Professional Services @</b>	<b>0.0%</b>	<b>\$ -</b>
<b>Total Project Cost<sup>1</sup></b>		<b>\$ 11,000,000</b>

**POSSIBLE FUNDING SOURCES:**

2006 Water & Sewer Bond and Working Capital

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Bay Area Blvd 14-inch Waterline**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Evaluation of Water Distribution Study

TYPE: Utility

YEAR PLANNED: 2007

SUB-TYPE: Water Improvements

PROJECT NUMBER: UW0505

**PROJECT DESCRIPTION:**

This project consists of the construction of a 14-inch water line along Bay Area Boulevard from the Autumn Creek Development to the Exxon Pipeline Right of Way and then turning south to cross Clear Creek as a 12 inch main and tying in Rancho Drive. This new main will become the initial phase of a loop around the east end of the City, eventually crossing FM 518 and providing a service loop to the developments along the east and south services areas of town. The scope of this project was decreased from the project proposed in the 2003 CIP by developer activities in the area reducing the amount of line to be laid to approximately 960 feet open cut 14 inch line, approximately 600 feet of 12 inch open cut line, and 2,000 feet of directional drill construction. The main will be completed to FM 518 by the West Ranch Developer by way of over-sizing their distribution system and the tie-in to Rancho Drive will also be handled through that mechanism.

**JUSTIFICATION:**

With the construction of the second surface water take point and the purchase of additional capacity from the City of Houston, this system improvement is required to push water around to the southern portion of Friendswood. Significant residential development is anticipated on that side that would increase the demand for water in that portion of the City. The scope of the original project has been reduced by working with the developer for areas both north of FM 518.

<b>Projected Cost In: 2007</b>			
<b>Estimated Construction Cost</b>		\$	<b>210,000</b>
<b>Contingency @ 5.0%</b>		\$	<b>11,000</b>
<b>Professional Services @ 0.0%</b>		\$	<b>40,210</b>
<b>Easement Acquisition LS</b>		\$	<b>7,790</b>
<b>Total Project Cost</b>			<b>\$ 269,000</b>

**POSSIBLE FUNDING SOURCE:**

2006 Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Beamer Road Sanitary Sewer Phase I**

**Community Development**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: North Panhandle Service Plan II

TYPE: Utility

YEAR PLANNED: 2009

SUB-TYPE: Sanitary Sewer Improvements

PROJECT NUMBER: US0021

**PROJECT DESCRIPTION:**

This is a phased project based on expectations for economic development activities in the northern panhandle area of town. This project is based on a service plan completed in April 2000 and follows the recommendation for Service Plan II in a phased implementation. This initial phase of the project creates the primary sub-service area along the north side of FM 2351 and consists of approximately 4,250 feet of 12 inch gravity sewer, a large lift station (ultimate capacity of 1 MGD) located near the Frankie Carter Park and an 8 inch force main towards the southwest crossing beneath FM 2351 at a point near Wandering Trail and then to the Wedgewood Lift Station #17. This service plan provides sewer initially to 136 acres and ultimately to 377 acres.

**JUSTIFICATION:**

This area has been zoned an "Industrial District." Efforts to attract light industry and office warehouse business and development into this area are largely dependent on availability of City service infrastructure. Water service capabilities, with an ultimate capacity of 12 million gallons per day, have been constructed within this area. Construction of sewer capabilities would begin to provide the necessary City services required for future development of the area and would lay the groundwork necessary to attract long-term investors. Phase One of this project is envisioned to meet the needs of initial development along FM2351 east to Beamer Rd and to be expandable, through Phases Two and Three, to meet requirements of future development of the area as it grows.

<b>Projected Cost In: 2009</b>	
<b>Estimated Construction Cost</b>	<b>\$ 1,350,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 338,000</b>
<b>Professional Services @ 18.0%</b>	<b>\$ 243,000</b>
<hr/>	
<b>Total Project Cost</b>	<b>\$ 1,933,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Deepwood Force Main**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Wastewater Service Plan South of FM528

TYPE: Utility

YEAR PLANNED: 2007

SUB-TYPE: Sanitary Sewer Improvements

PROJECT NUMBER: US0007

**PROJECT DESCRIPTION:**

This project replaces the primary wastewater discharge route from the 24 and 27 inch Gravity Main Service areas to Blackhawk Wastewater Treatment Plant and eliminates the need to re-habilitate the existing 18 inch force main. Section 1 consists of approximately 6,000 feet of 28 inch HDPE pipe directionally drilled along a route across the Whitcomb property development from the Forest Bend Lift Station (#22) to a location along Bay Area Boulevard from where the construction would become 700 feet of open cut to the Wastewater Treatment Plant. Section 2 of this line runs from the new Deepwood Lift Station to Forest Bend Lift Station as 22 inch HDPE and would also be installed by directional drill method. The project includes 15 easements along this route with an estimated valued of approximately \$84,000.

**JUSTIFICATION:**

Development occurring in the northern and central portions of Friendswood is placing a larger demand on the Deepwood Lift Station. Currently, Forest Bend discharges to the Deepwood Lift station and is then relayed back to the Blackhawk Treatment Facility via the existing 18-inch force main. This existing force main is approximately 25 years old and has been the source of a number of discharges resulting from breaks signaling that it is at the end of its useful lifespan. This project provides for the ultimate build-out pumping capacity for the Deepwood Lift Station and saves the City the expense of rehabilitating the old 18-inch force main.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 2,479,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 372,000</b>
<b>Professional Services @ 0.0%</b>	<b>\$ 282,225</b>
<b>Easement Acquisitions LS</b>	<b>\$ 148,775</b>
<b>Total Project Cost</b>	<b>\$ 3,282,000</b>

**POSSIBLE FUNDING SOURCE:**

2006 Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Deepwood Lift Station Expansion**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Wastewater Service Plan South of FM528

TYPE: Utility

YEAR PLANNED: 2007

SUB-TYPE: Sanitary Sewer Improvements

PROJECT NUMBER: US0008

**PROJECT DESCRIPTION:**

This project consists of the expansion of the Deepwood Lift Station to meet the City's ultimate build-out demands for wastewater discharge pumping to the Blackhawk Wastewater Treatment Plant. The expansion will take place at its present location in the Public Works maintenance facility site and requires no additional land acquisition. The new Lift Station will have a capacity of 9.23 MGD (or 6400 GPM) and contain a 30-foot diameter 30-foot deep wet well with six submersible pumps, four of which are rated at 1,500 GPM and two rated at 5,800 GPM for a total redundant capacity in order to comply with TCEQ requirements. In addition a number of site improvements are included including revisions to fencing, electrical and site paving. The old lift station, having reached the end of its useful life span, will be demolished.

**JUSTIFICATION:**

Development occurring in the northern and central portions of Friendswood utilizing the 24 and 27-inch gravity mains is placing an increased demand on the Deepwood Lift Station pumping capacity. The existing lift station has reached the end of its useful life and requires replacement. This project integrates future requirements with current demands to replace the existing lift station and makes use of the opportunity to provide for future build-out requirements and integrates these into the new force main project.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 1,313,000</b>
<b>Contingency @ 15.0%</b>	<b>\$ 197,000</b>
<b>Professional Services @ 0.0%</b>	<b>\$ 111,000</b>
<b>Total Project Cost</b>	<b>\$ 1,610,000</b>

**POSSIBLE FUNDING SOURCE:**

2006 Water & Sewer Bond

PROJECT NAME	Sponsor Department
<b>Raw Water System Buy-In</b>	<b>Public Works</b>

COUNCIL GOAL: #2 Improve Infrastructure  
 PLANNING DOCUMENT: Ground Water Reduction Plan  
 TYPE: Utility  
 SUB-TYPE: Purchase

YEAR PLANNED: 2010  
 PROJECT NUMBER: UW0030

**PROJECT DESCRIPTION:**

This is a purchase of raw water capacity from the City of Houston through their centralization of the Raw Water feed system to the Southeast Water Purification Plant.

The City of Houston has for years operated and maintained their raw water collection and distribution system used for providing the water supply to treatment facilities individually. A decision was taken recently to share the costs of operations, maintenance and improvements out among the municipal customer-participants currently acting as co-owners in the treatment and transmission facilities.

In order for Houston to continue supplying raw water in future and prevent the sole burden of the cost being shared only by Houston all future co-participant desire more capacity are to share the cost. In order to do this fairly, all raw water supplies are group to create a raw water system with a 240 MGD capacity. Friendswood future purchase (6 MGD) in the upcoming expansion will result in an estimated lump sum payment of \$3.5 million dollars due to Houston in 2007-2008.

**JUSTIFICATION:**

This is a component of the Surface Water supply-treatment-& distribution system that the City has bought into as an outgrowth of the 2001 Ground Water Reduction Plan. The City of Houston is sharing out the cost of this system with its co-participants.

<b>Projected Cost In: 2010</b>	
<b>Estimated Construction Cost</b>	<b>\$ 3,500,000</b>
<b>Contingency @ 0.0%</b>	<b>\$ -</b>
<b>Professional Services @ 0.0%</b>	<b>\$ -</b>
<hr/>	
<b>Total Project Cost</b>	<b>\$ 3,500,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Second Take Point, Phase II**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Ground Water Reduction Plan

TYPE: Utility

YEAR PLANNED: 2010

SUB-TYPE: Water Plant Improvements

PROJECT NUMBER: UW0521

**PROJECT DESCRIPTION:**

The improvement proposed in Phase II of the second take point are the construction of a one million gallon concrete storage tank and the addition of one variable speed pump capable of delivering 4,000 GPM.

**JUSTIFICATION:**

The completion of the Phase II of the second take point will allow the full operation of this site in accordance to The Ground Water Reduction Plan. These additions will increase the surface water capacity to 12 MGD.

<b>Projected Cost In: 2010</b>	
<b>Estimated Construction Cost</b>	<b>\$ 1,665,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 416,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 250,000</b>
<hr/>	
<b>Total Project Cost</b>	<b>\$ 2,334,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**South Friendswood Force Main Diversion**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2007

SUB-TYPE: Lift Station Improvements

PROJECT NUMBER: US0024

**PROJECT DESCRIPTION:**

This project was originally envisioned as a component of the Sun Meadow Lift Station Replacement project. The preliminary engineering report recommended diverting flow contributions from South Friendswood away from the Sun Meadow Lift Station and directly to the San Joaquin Lift Station (#20). This project consists of the work to construct the diversion force main from a point along the existing Windsor Estates force main to San Joaquin Lift Station.

Current loads on the existing force main have reached capacity. Therefore, it will also be necessary to construct a new force main from this lift station to the existing 27" sewer trunk line at the end of San Joaquin Blvd. This new force main will be approximately 5,000 feet long and 12" in diameter. The flow from Windsor Estates lift station will then be diverted to San Joaquin lift station via the existing 8" force main. The flow diversion will require some additional pumping and electrical upgrades to this station.

**JUSTIFICATION:**

The existing lift station at Sun Meadows is in need of replacement. The pumps and control system are at the end of their practical usefulness. There is no access drive to this site. Current estimates indicate this system will be severely taxed and incapable of handling even normal flow within the next few years. In addition, the expected development of the surrounding area will be better served by construction of one modern lift station that is both accessible and efficient. Additionally, new development will participate in the cost of the project. This project may require the acquisition of some land for the lift station site and an easement for the force main.

<b>Projected Cost In: 2007</b>		
<b>Estimated Construction Cost</b>		<b>\$ 294,000</b>
<b>Contingency @ 15.0%</b>		<b>\$ 44,000</b>
<b>Professional Services @ 0.0%</b>		<b>\$ 81,480</b>
<b>Total Project Cost</b>		<b>\$ 435,000</b>

**POSSIBLE FUNDING SOURCE:**

2006 Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Sunmeadow Lift Station \***

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2007

SUB-TYPE: Lift Station Improvements

PROJECT NUMBER: US0023

**PROJECT DESCRIPTION:**

This project originally envisioned the replacement of the existing lift station and incorporated the construction of a new force main from this site to the San Joaquin Lift Station (#20). However, the PER indicated that the existing force main would be large enough to handle the wastewater flows from the existing and future development within the greater Sun Meadows area if flow contributions from South Friendswood were redirected via another route. (see South Friendswood Force Main Diversion). The re-defined project now consists of the construction of a new larger lift station capable of handling 1.39 MGD peak flows. This station will be location close to the existing lift station that will be demolished upon de-commissioning. The proposed lift station will consist of a 12 foot diameter wetwell containing two 4 inch pumps and one 6 inch pump, with a second 6 inch pump required to achieve the full 965 GPM and a firm pumping capacity of 520 GPM. The location site is expected to be dedicated to the City.

**JUSTIFICATION:**

The existing lift station at Sun Meadows has reached the end of its useful life span and is in need of replacement. The pumps and control system are at the end of their practical usefulness. There is no access drive to this site making maintenance access difficult. Current estimates indicate this system will be severely taxed and incapable of handling even normal combined flows within the next few years. In addition, the expected development of the surrounding area will be better served by construction of one modern lift station that is both accessible and efficient. Additionally, new development will participate in the cost of the project through impact fees and possibly contributing the fourth and final required pump.

<b>Projected Cost In: 2007</b>		
<b>Estimated Construction Cost</b>		<b>\$ 584,000</b>
<b>Contingency @ 15.0%</b>		<b>\$ 88,000</b>
<b>Professional Services @ 0.0%</b>		<b>\$ 89,735</b>
<b>Total Project Cost</b>		<b>\$ 769,000</b>

**POSSIBLE FUNDING SOURCE:**

2006 Water & Sewer Bond

\* This Project was originally titled Sun Meadow Lift Station and Force Main Replacement. The preliminary engineering report recommended diverting flow contributions from southern service areas and retaining the existing force main. See South Friendswood Force Main Diversion. 238

PROJECT NAME

Sponsor Department

**Water Distribution Replacement & Upgrades,  
16” Transmission Line**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Evaluation of Water Distribution Study

TYPE: Utility

YEAR PLANNED: 2007

SUB-TYPE: Water Distribution Improvements

PROJECT NUMBER: UW0037

**PROJECT DESCRIPTION:**

This project consists of the extension of the existing 16 inch water transmission line from its current terminus at the corner of Shadowbend and Sunset to Water Well #4 with the intent to eventually tie in to the 12 inch main running along the west side of FM528. This project will also tie into the 12 inch feeder line to Water Well #5. The project will take full advantage of existing easements and road right of ways in order to minimize additional land acquisitions. Final termination into the 12 inch main on FM528 may utilize developer co-participation agreements to oversize portions of development infrastructure along the planned route.

The work consists of 14,000 LF of 16 inch C-900 auger constructed in densely populated areas and open cut installed in the sparsely populated areas, approximately 15 isolation vales, two 1,000 foot creek crossings by directional drill installation and three tie-ins.

**JUSTIFICATION:**

Because the existing 12 inch main along FM528 in not looped water pressure in the South Friendswood service area remains low. With the construction of the Second Elevated Storage Tank, the first phase of improvements to the service area was begun. Development pressures in this area are growing and without the completion of this loop low water pressure and reliability will continue to plague the area and inhibit further development.

<b>Projected Cost In: 2007</b>	
<b>Estimated Construction Cost</b>	<b>\$ 1,437,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 359,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 216,000</b>
<b>Total Project Cost</b>	<b>\$ 2,012,000</b>

**POSSIBLE FUNDING SOURCE:**

2006 Water & Sewer Bond

PROJECT NAME

Sponsor Department

**Water Distribution Replacement & Upgrades,  
Blackhawk**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Evaluation of Water Distribution Study

TYPE: Utility

YEAR PLANNED: 2007

SUB-TYPE: Water Distribution Improvements

PROJECT NUMBER: UW0012

**PROJECT DESCRIPTION:**

This project consists of the replacement of aging infrastructure within the Wedgewood Subdivision. A section of the main along the south side of Blackhawk between Penneystone Way and Shady Oaks has required numerous repairs during summer months and peak water usage. The project will replace approximately 1,500 feet of 12 cast iron water main with C-900 pipe and ductile fittings. The new main will be installed by open cut means and require pavement replacements at crossovers. The new line will be installed down the centerline of the median due to crowded ROW conditions. The work will include three main branch line tie-ins, approximately 200 feet of 8-inch augured installation and approximately 30 residential service lines requiring boring from the median to the curbside meter location.

**JUSTIFICATION:**

This section of the water main has a long history of breaks during the peak usage periods of the summer months. This is due, in part, to the materials the line was originally constructed from prior to the area's incorporation into the City limits. Public Works has performed repairs on this section of the line on an almost continuous basis over the last two summers. Replacing this section will shore up the distribution system within that subdivision and reduce the level of trouble calls and repairs.

<b>Projected Cost In: 2007</b>			
<b>Estimated Construction Cost</b>		<b>\$</b>	<b>252,000</b>
<b>Contingency @ 25.0%</b>		<b>\$</b>	<b>63,000</b>
<b>Professional Services @ 20.0%</b>		<b>\$</b>	<b>50,000</b>
<hr/>			
	<b>Total Project Cost</b>	<b>\$</b>	<b>365,000</b>

**POSSIBLE FUNDING SOURCE:**

2006 Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Water Plant Number Two Rehabilitation**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2011

SUB-TYPE: Water Plant Improvements

PROJECT NUMBER: UW0017

**PROJECT DESCRIPTION:**

The rehabilitation of Plant #2 will include the replacement of control room, chemical room, conversion of pumps and the probable replacement of the ground storage tank as necessary. Replacement of all valves and piping as necessary. The existing cyclone fence will be replaced with 8 feet cedar wood.

**JUSTIFICATION:**

This well site is in need of a new control room. The existing controls are located outside and are showing the effects of that environment. The tank is 41 years old and made from galvanized steel with a capacity of only 210,000 gallons and is in need of total rehabilitation. The vertical turbine pumps will be replaced with horizontal units to provide more efficient operation.

<b>Projected Cost In: 2011</b>	
<b>Estimated Construction Cost</b>	<b>\$ 1,024,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 256,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 154,000</b>
<b>Total Project Cost</b>	<b>\$ 1,435,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Water Plant Number Five Rehabilitation**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2008

SUB-TYPE: Water Plant Improvements

PROJECT NUMBER: UW0018

**PROJECT DESCRIPTION:**

This rehabilitation will include the replacement of control room, chemical room, conversion of pumps, and ground storage tank as necessary. Extensive modifications or replacement to the elevated storage tank will be necessary. The elevated tank either should be raised and rebuilt or a new tank constructed. Final recommendations will come from the PER. Replace all valves and piping as necessary. The existing cyclone fence will be replaced with 8 feet cedar wood. The existing ground storage tank is made of steel with a capacity of 210,000 gallons. The ground storage tank should be replaced with a 500,000-gallon capacity unit. The control room is in need of modification to eliminate water damage due to rainfall intrusion.

**JUSTIFICATION:**

This site contains the one million gallon elevated storage tank. Presently, the existing elevated tank is inefficient in operation due to its relatively low height. Replacement with a taller tank is one option to be considered. The existing ground storage tank leaks from the bottom plates and requires extensive repairs. The ground storage tank is 32 years old and is in need of replacement, possibly with a new 500,000-gallon unit. The existing control room facility is extremely small and floods easily. Existing controls are aging to the point of needing total replacement. Correcting this will require modification of this building and the surrounding area. The vertical turbine pumps should also be replaced within this project with horizontal units to improve operation efficiency.

<b>Projected Cost In: 2008</b>	
<b>Estimated Construction Cost</b>	<b>\$ 2,423,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 606,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 363,000</b>
<b>Total Project Cost</b>	<b>\$ 3,392,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed Water & Sewer Bonds

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Water Plant Number Six Rehabilitation**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2008

SUB-TYPE: Water Plant Improvements

PROJECT NUMBER: UW0019

**PROJECT DESCRIPTION:**

The rehabilitation will include the replacement of control room, chemical room, conversion of pumps, and half million-gallon ground storage tank as necessary. Final recommendations to come from PER. Replace all valves and piping as necessary. The existing cyclone fence will be replaced with 8 feet cedar wood. The existing tank is galvanized steel with a capacity of only 210,000 gallons.

**JUSTIFICATION:**

The well site is in need of a new control room. The existing controls are located in an extremely small room and are aging to the point of needing total replacement. The tank is 32 years old and is in need of total rehabilitation. The vertical turbine pumps will be replaced with horizontal units to provide more efficient operation. The ground storage tank will be replaced with a one half million gallon tank to provide more storage capacity.

<b>Projected Cost In: 2008</b>	
<b>Estimated Construction Cost</b>	<b>\$ 752,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 188,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 113,000</b>
<b>Total Project Cost</b>	<b>\$ 1,052,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed Water & Sewer Bond

ADOPTED 4/2/2007

PROJECT NAME

Sponsor Department

**Water Plant Number Seven Rehabilitation**

**Public Works**

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2009

SUB-TYPE: Water Plant Improvements

PROJECT NUMBER: UW0026

**PROJECT DESCRIPTION:**

The rehabilitation will include the replacement of control room, chemical room, conversion of pumps, and ground storage tank as necessary. Replace all valves and piping as necessary. The existing cyclone fence will be replaced with 8 feet cedar wood. The existing tanks are made of galvanized steel with a capacity of 210,000 gallons and 63,000 respectively and may require replacement with one half-million gallon tank. Final recommendation to come out of PER. Recondition existing generator set.

**JUSTIFICATION:**

This well site is in need of a new control room. The existing room is too small for safety when performing electrical repair work and no longer meets NEC Codes. The existing switchgear is at the end of its usable life. The room also floods when there is any rainfall. A new control room/chemical room will eliminate this situation. A replacement of the existing vertical turbine pumps with horizontal units would provide a more efficient operation. The ground storage tanks should be replaced as necessary with a half million gallon ground storage as dictated by the last ground storage tank inspection. At this time the replacement of all needed piping and accessories should be done. The existing automatic transfer switch at the site was hit by lightning and partially destroyed. A new switch would enable this site to automatically transfer power when needed. Reconditioning the existing generator set including increasing the diesel tank capacity would make this emergency power system more reliable.

<b>Projected Cost In: 2009</b>	
<b>Estimated Construction Cost</b>	<b>\$ 843,000</b>
<b>Contingency @ 25.0%</b>	<b>\$ 211,000</b>
<b>Professional Services @ 15.0%</b>	<b>\$ 126,000</b>
<b>Total Project Cost</b>	<b>\$ 1,180,000</b>

**POSSIBLE FUNDING SOURCE:**

Proposed Water & Sewer Bond

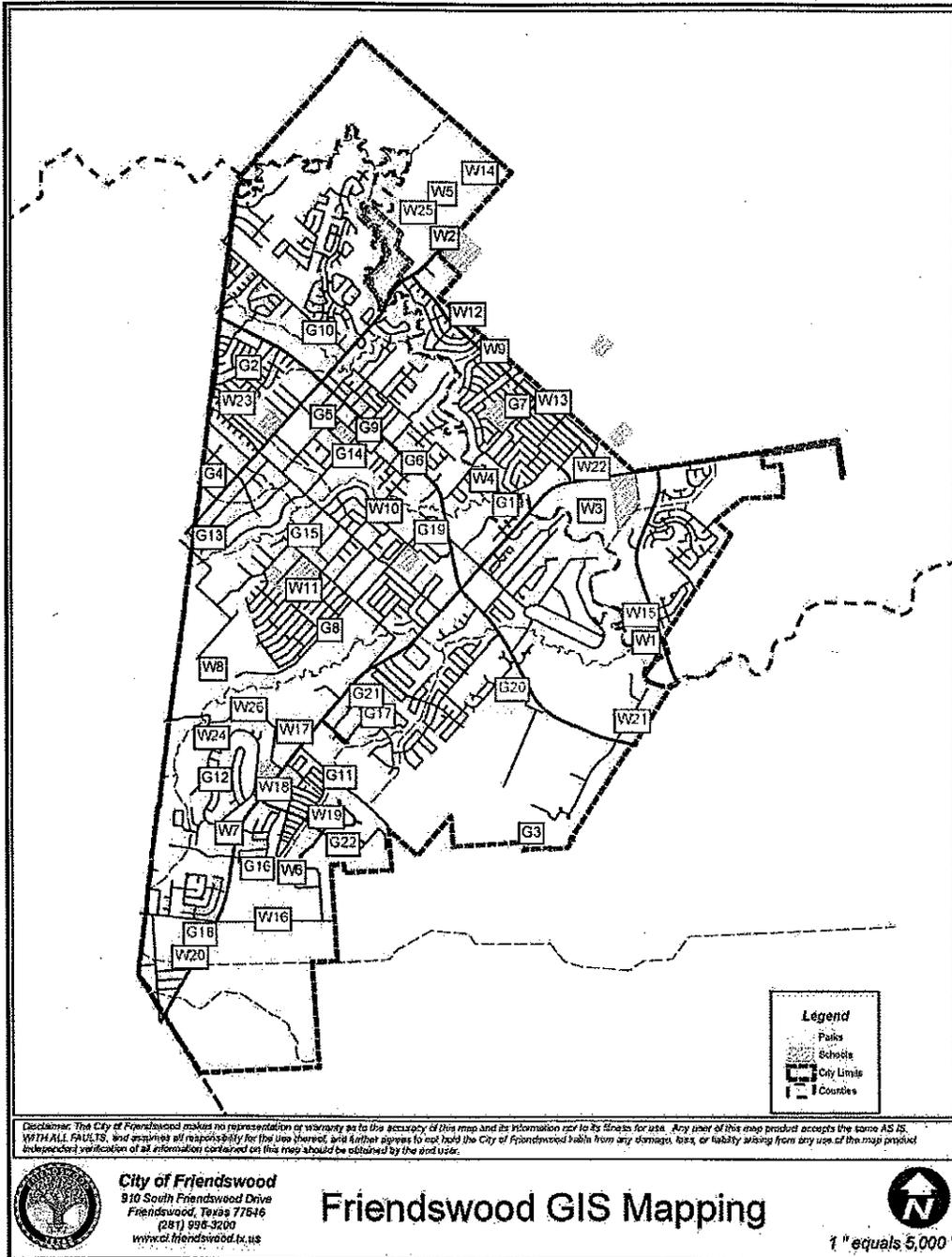
## CAPITAL PROJECTS LOCATION MAPS

FIVE YEAR PLAN	
GENERAL OBLIGATION PROJECTS	
MAP	Project
G1	Animal Control Building
G2	Annalea Whitehall Drainage Project, Phase II (Area A)
G2	Annalea Whitehall Drainage Project, Phase III (Area B)
G2	Annalea Whitehall Drainage Project, Phase IV (Area C)
G3	Brittany Bay Boulevard
G4	Clover Acres Drainage
G5	Fire Station #4
G6	F.M. 518 Drainage Improvements
G7	Friendswood Link Road
G8	Glenshannon Drainage Improvements
G9	Library Expansion
G10	Melody Lane
G11	Mission Estates Outfall
G12	Sunmeadow Drainage Improvements, Phase II (Area 4)
G12	Sunmeadow Drainage Improvements, Phase III (Area 5)
G12	Sunmeadow Drainage Improvement, Phase IV (Area 11)
G12	Sunmeadow Drainage Improvements, Phase V (Area 9)
G13	W. Edgewood (FM2351) Drainage Outfall
G14	West Spreading Oaks
WATER & SEWER PROJECTS	
	42 Inch Water Main Replacement
	Additional Surface Water Purchase Phase I
W1	Bay Area Boulevard Waterline Revised Project
W2	Beamer Road Sanitary Sewer Phase I
W3	Deepwood Force Main
W4	Deepwood Lift Station Expansion
	Raw Water System Buy-In
W5	Second Take Point Phase II
W6	South Friendswood Force Main Diversion
W7	Sunmeadow Lift Station
W8	Water Distribution Replacement & Upgrades, 16" Transmission Line
W9	Water Distribution Replacement & Upgrades, Blackhawk
W10	Water Plant Number Two Rehabilitation
W11	Water Plant Number Five Rehabilitation
W12	Water Plant Number Six Rehabilitation
W13	Water Plant Number Seven Rehabilitation

FIVE YEAR PLUS PLAN	
GENERAL OBLIGATION PROJECTS	
MAP	Project
	Civic Center
G15	Falling Leaf Drive
G16	Fire Department Training Field Upgrades
G17	Fire Station #5
G18	Friendswood Sportsark, Phase II
G19	Old City Park
G20	Parks Maintenance Building
G21	Public Safety Building, Phase II
	Records Retention Center
G22	San Joaquin Parkway Reconstruction
G23	Sub-regional Park
WATER & SEWER PROJECTS	
W14	Beamer Road Sanitary Sewer Phase II
W14	Beamer Road Sanitary Sewer Phase III
W15	Blackhawk Treatment Plant Capacity
W16	Eldorado/Lundy Lane Sanitary Sewer
W17	FM 528 - Falcon Ridge to Windsong Sewer
W18	FM 528 - Lundy Lane to Tower Estates Sewer
W19	San Joaquin Estates Water Line Replacement
W20	Second Elevated Water Storage Tank Rehabilitation
W21	Viejo Drive (E & W) Water Line Loop
W22	Water Plant Number One Rehabilitation
W23	Water Plant Number Three Rehabilitation
W24	Water Plant Number Four Rehabilitation
W25	Water Plant Number Eight Rehabilitation
W26	Windsong Sanitary Sewer

ADOPTED 4/2/2007

### KEY MAP OF ALL PROPOSED CAPITAL IMPROVEMENT PROJECTS



**Summary of Debt Service Funds**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>General Obligation Bonds</b>	\$766,540	\$852,260	\$852,260	\$555,270	\$862,860	\$942,447
<b>Certificates of Obligations</b>	\$1,748	\$241,460	\$241,460	\$238,085	\$241,960	\$52,875
<b>Refunding Bonds</b>	\$457,115	\$941,529	\$941,529	\$832,721	\$942,551	\$1,135,540
<b>Revenue Bonds</b>	\$918,315	\$1,279,153	\$1,279,153	\$888,117	\$1,282,653	\$1,465,534
<b>Other Tax Debt</b>	\$103,785	\$490,861	\$490,861	\$103,786	\$490,861	\$430,342
<b>Total</b>	<b>\$2,247,503</b>	<b>\$3,805,263</b>	<b>\$3,805,263</b>	<b>\$2,617,979</b>	<b>\$3,820,885</b>	<b>\$4,026,738</b>

## Tax Debt Service Fund

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>General Obligation Bonds</b>						
Principal	\$100,000	\$150,000	\$150,000	\$160,000	\$160,000	\$250,000
Interest	665,940	701,760	701,760	394,670	701,760	691,947
Issuance Cost	0	500	500	0	500	0
Paying Agent Fees	600	0	0	600	600	500
<b>Total</b>	<b>\$766,540</b>	<b>\$852,260</b>	<b>\$852,260</b>	<b>\$555,270</b>	<b>\$862,860</b>	<b>\$942,447</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	\$338,901	\$350,000	\$350,000	\$340,000	\$350,000	\$580,000
Interest	75,788	104,274	104,274	13,529	104,274	85,455
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
<b>Total</b>	<b>\$414,689</b>	<b>\$454,274</b>	<b>\$454,274</b>	<b>\$353,529</b>	<b>\$454,274</b>	<b>\$665,455</b>
<b>Other Tax Debt</b>						
Principal	\$100,644	\$95,496	\$95,496	\$95,496	\$95,496	\$99,555
Interest	3,141	8,290	8,290	8,290	8,290	4,231
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
<b>Total</b>	<b>\$103,785</b>	<b>\$103,786</b>	<b>\$103,786</b>	<b>\$103,786</b>	<b>\$103,786</b>	<b>\$103,786</b>
<b>Certificates of Obligation</b>						
Principal	\$0	\$0	\$0	\$0	\$0	\$0
Interest	0	0	0	0	0	0
Issuance Cost	0	500	500	0	500	500
Paying Agent Fees	0	0	0	500	500	500
<b>Total</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>Total Tax Debt Service Fund</b>	<b>\$1,285,014</b>	<b>\$1,410,820</b>	<b>\$1,410,820</b>	<b>\$1,013,085</b>	<b>\$1,421,920</b>	<b>\$1,712,688</b>

**Debt Service  
General Fund  
Account Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
93-11 PRINCIPAL -2003 GO	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$150,000
93-12 PRINCIPAL- 2005 GO	0	50,000	50,000	60,000	60,000	100,000
93-64 PRINCIPAL- 02 REFUND	338,901	340,000	340,000	340,000	340,000	345,000
96-65 PRINCIPAL- 05 REFUND	0	10,000	10,000	0	10,000	235,000
<b>BOND AND GO PRINCIPAL</b>	<b>\$438,901</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$510,000</b>	<b>\$830,000</b>
93-94 PRINCIPAL- CITYWIDE	100,644	95,496	95,496	95,496	95,496	99,555
<b>OTHER DEBT PRINCIPAL</b>	<b>\$100,644</b>	<b>\$95,496</b>	<b>\$95,496</b>	<b>\$95,496</b>	<b>\$95,496</b>	<b>\$99,555</b>
93-11 INTEREST-2003 GO	\$372,983	\$367,484	\$367,484	\$185,116	\$367,484	\$360,608
93-12 INTEREST-2005 GO	292,957	334,276	334,276	209,554	334,276	331,339
93-64 INTEREST-02 REFUND	33,719	20,343	20,343	13,529	20,343	6,814
93-65 INTEREST-05 REFUND	42,069	83,931	83,931	0	83,931	78,641
<b>BOND AND GO INTEREST</b>	<b>\$741,728</b>	<b>\$806,034</b>	<b>\$806,034</b>	<b>\$408,199</b>	<b>\$806,034</b>	<b>\$777,402</b>
93-94 INTEREST- CITYWIDE	3,141	8,290	8,290	8,290	8,290	4,231
<b>OTHER DEBT INTEREST</b>	<b>\$3,141</b>	<b>\$8,290</b>	<b>\$8,290</b>	<b>\$8,290</b>	<b>\$8,290</b>	<b>\$4,231</b>
93-11 FISCAL FEES-03 GO	\$300	\$0	\$0	\$300	\$300	\$0
93-12 FISCAL FEES-05 GO	300	0	0	300	300	500
93-23 FISCAL FEES-95 CO	0	0	0	500	500	500
<b>FISCAL AGENT FEES</b>	<b>\$600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,100</b>	<b>\$1,100</b>	<b>\$1,000</b>
93-12 ISSUE COSTS-05 GO	\$0	\$500	\$500	\$0	\$500	\$0
93-23 ISSUE COSTS-95 CO	0	500	500	0	500	500
<b>ISSUE COSTS</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$500</b>
<b>Total for TAX DEBT SERVICE FUND</b>	<b>\$1,285,014</b>	<b>\$1,410,820</b>	<b>\$1,410,820</b>	<b>\$1,013,085</b>	<b>\$1,421,920</b>	<b>\$1,712,688</b>

**Tax Debt Service Fund**  
**Summary Schedule of Tax Debt Service to Maturity**

<b>FY</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
2008	929,555	781,632	1,711,187
2009	1,435,000	943,728	2,378,728
2010	1,515,000	832,131	2,347,131
2011	685,000	780,556	1,465,556
2012	715,000	749,568	1,464,568
2013	745,000	720,506	1,465,506
2014	770,000	690,104	1,460,104
2015	805,000	658,068	1,463,068
2016	840,000	624,222	1,464,222
2017	875,000	588,433	1,463,433
2018	915,000	550,536	1,465,536
2019	950,000	511,423	1,461,423
2020	990,000	471,078	1,461,078
2021	1,030,000	428,578	1,458,578
2022	1,075,000	383,995	1,458,995
2023	1,130,000	337,048	1,467,048
2024	1,175,000	287,639	1,462,639
2025	1,225,000	235,901	1,460,901
2026	1,280,000	181,586	1,461,586
2027	465,000	142,125	607,125
2028	485,000	118,375	603,375
2029	505,000	93,625	598,625
2030	525,000	67,875	592,875
2031	540,000	41,250	581,250
2032	555,000	13,875	568,875

<b>TOTAL</b>	<b>\$22,159,555</b>	<b>\$11,233,852</b>	<b>\$33,393,408</b>
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**Tax Debt Service Fund**  
**Schedule of 2002 Refund Bonds**  
**By Maturity Date**

FY	PRINCIPAL	INTEREST	TOTAL
2008	345,000	6,814	351,814
<b>TOTAL</b>	<b>\$345,000</b>	<b>\$6,814</b>	<b>\$351,814</b>

**Schedule of 2003 Permanent Improvement Bonds**  
**By Maturity Date**

FY	PRINCIPAL	INTEREST	TOTAL
2008	150,000	360,608	510,608
2009	325,000	347,545	672,545
2010	295,000	330,495	625,495
2011	310,000	313,858	623,858
2012	330,000	299,558	629,558
2013	345,000	287,745	632,745
2014	365,000	275,046	640,046
2015	385,000	261,166	646,166
2016	410,000	246,055	656,055
2017	430,000	229,563	659,563
2018	455,000	211,635	666,635
2019	480,000	192,228	672,228
2020	510,000	171,183	681,183
2021	535,000	148,715	683,715
2022	565,000	125,065	690,065
2023	600,000	100,018	700,018
2024	635,000	73,465	708,465
2025	670,000	45,240	715,240
2026	705,000	15,334	720,334
<b>TOTAL</b>	<b>\$8,500,000</b>	<b>\$4,034,519</b>	<b>\$12,534,519</b>

**Tax Debt Service Fund**  
**Schedule of 2005 General Obligation Bonds**  
**By Maturity Date**

<b>FY</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
2008	100,000	331,339	431,339
2009	295,000	322,698	617,698
2010	350,000	308,589	658,589
2011	365,000	292,948	657,948
2012	375,000	276,761	651,761
2013	385,000	260,136	645,136
2014	390,000	243,183	633,183
2015	400,000	225,901	625,901
2016	405,000	208,292	613,292
2017	420,000	190,245	610,245
2018	430,000	171,651	601,651
2019	440,000	153,445	593,445
2020	450,000	135,645	585,645
2021	465,000	117,113	582,113
2022	480,000	97,680	577,680
2023	500,000	77,280	577,280
2024	505,000	56,049	561,049
2025	525,000	34,161	559,161
2026	535,000	11,503	546,503

<b>TOTAL</b>	<b>\$7,815,000</b>	<b>\$3,514,617</b>	<b>\$11,329,617</b>
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**Schedule of 2005 Refund Bonds**  
**By Maturity Date**

<b>FY</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
2008	235,000	78,641	313,641
2009	815,000	55,672	870,672
2010	865,000	18,922	883,922

<b>TOTAL</b>	<b>\$1,915,000</b>	<b>\$153,234</b>	<b>\$2,068,234</b>
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**Tax Debt Service Fund**  
**Schedule of 2008 General Obligation Bonds**  
**By Maturity Date**

<b>FY</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
2008	-	-	-
2009	-	217,813	217,813
2010	5,000	174,125	179,125
2011	10,000	173,750	183,750
2012	10,000	173,250	183,250
2013	15,000	172,625	187,625
2014	15,000	171,875	186,875
2015	20,000	171,000	191,000
2016	25,000	169,875	194,875
2017	25,000	168,625	193,625
2018	30,000	167,250	197,250
2019	30,000	165,750	195,750
2020	30,000	164,250	194,250
2021	30,000	162,750	192,750
2022	30,000	161,250	191,250
2023	30,000	159,750	189,750
2024	35,000	158,125	193,125
2025	30,000	156,500	186,500
2026	40,000	154,750	194,750
2027	465,000	142,125	607,125
2028	485,000	118,375	603,375
2029	505,000	93,625	598,625
2030	525,000	67,875	592,875
2031	540,000	41,250	581,250
2032	555,000	13,875	568,875
<b>TOTAL</b>	<b>\$3,485,000</b>	<b>\$3,520,438</b>	<b>\$7,005,438</b>

**Estimated Obligations Under Capital Leases**

<b>FY</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
2008	99,555	4,231	103,786
2008	42,714	18,966	61,680
<b>TOTAL</b>	<b>\$142,269</b>	<b>\$23,197</b>	<b>\$165,466</b>

## Water and Sewer Debt Service Fund

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>Revenue Bonds</b>						
Principal	\$0	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000
Interest	824,344	1,117,153	1,117,153	723,317	1,117,153	1,304,034
Issuance Cost	90,971	0	0	3,500	3,500	0
Paying Agent Fees	3,000	2,000	2,000	1,300	2,000	1,500
<b>Total</b>	<b>\$918,315</b>	<b>\$1,279,153</b>	<b>\$1,279,153</b>	<b>\$888,117</b>	<b>\$1,282,653</b>	<b>\$1,465,534</b>
<b>Refunding Bonds</b>						
Principal	\$0	\$460,000	\$460,000	\$460,000	\$460,000	\$460,000
Interest	42,426	27,255	27,255	18,170	27,255	9,085
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	1,022	1,022	1,000
<b>Total</b>	<b>\$42,426</b>	<b>\$487,255</b>	<b>\$487,255</b>	<b>\$479,192</b>	<b>\$488,277</b>	<b>\$470,085</b>
<b>Other Tax Debt</b>						
Principal	\$0	\$40,000	\$40,000	\$0	\$40,000	\$0
Interest	0	347,075	347,075	0	347,075	326,556
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$387,075</b>	<b>\$387,075</b>	<b>\$0</b>	<b>\$387,075</b>	<b>\$326,556</b>
<b>Certificates of Obligation</b>						
Principal	\$0	\$230,000	\$230,000	\$230,000	\$230,000	\$50,000
Interest	1,248	8,960	8,960	7,585	8,960	1,375
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	500	2,000	2,000	0	2,000	500
<b>Total</b>	<b>\$1,748</b>	<b>\$240,960</b>	<b>\$240,960</b>	<b>\$237,585</b>	<b>\$240,960</b>	<b>\$51,875</b>
<b>Total Water and Sewer Debt Service Fund</b>	<b>\$962,489</b>	<b>\$2,394,443</b>	<b>\$2,394,443</b>	<b>\$1,604,894</b>	<b>\$2,398,965</b>	<b>\$2,314,050</b>

**Debt Service  
Water and Sewer Fund  
Account Listing**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
92-23 PRINCIPAL-95 CO	\$0	\$230,000	\$230,000	\$230,000	\$230,000	\$50,000
93-43 PRINCIPAL-99 W/S	0	50,000	50,000	50,000	50,000	50,000
93-44 PRINCIPAL-00 W/S	0	60,000	60,000	60,000	60,000	60,000
93-45 PRINCIPAL-01 W/S	0	50,000	50,000	50,000	50,000	50,000
93-51 PRINCIPAL-07 W/S	0	0	0	0	0	0
93-64 PRINCIPAL-02	0	460,000	460,000	460,000	460,000	460,000
<b>BOND AND GO PRINCIPAL</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$850,000</b>	<b>\$850,000</b>	<b>\$850,000</b>	<b>\$670,000</b>
93-66 PRINCIPAL-06	\$0	\$40,000	\$40,000	\$0	\$40,000	\$0
<b>OTHER DEBT PRINCIPAL</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>
93-23 INTEREST-95 CO	\$1,248	\$8,960	\$8,960	\$7,585	\$8,960	\$1,375
93-43 INTEREST-99 W/S	206,446	9,125	9,125	5,475	9,125	5,475
93-44 INTEREST-00 W/S	172,546	13,650	13,650	7,800	13,650	9,750
93-45 INTEREST-01 W/S	303,736	301,028	301,028	151,326	301,028	297,778
93-49 INTEREST-06 W/S	65,906	793,350	793,350	558,716	793,350	790,875
93-50 INTEREST-05 W/S	75,710	0	0	0	0	0
93-51 INTEREST-07 W/S	0	0	0	0	0	200,156
93-64 INTEREST-02	42,426	27,255	27,255	18,170	27,255	9,085
<b>BOND AND GO INTEREST</b>	<b>\$868,018</b>	<b>\$1,153,368</b>	<b>\$1,153,368</b>	<b>\$749,072</b>	<b>\$1,153,368</b>	<b>\$1,314,494</b>
93-66 INTEREST-06	\$0	\$347,075	\$347,075	\$0	\$347,075	\$326,556
<b>OTHER DEBT INTEREST</b>	<b>\$0</b>	<b>\$347,075</b>	<b>\$347,075</b>	<b>\$0</b>	<b>\$347,075</b>	<b>\$326,556</b>
93-43 FISCAL FEES-99 W/S	\$1,000	\$0	\$0	\$0	\$0	\$0
93-44 FISCAL FEES-00 W/S	1,000	1,000	1,000	0	1,000	500
93-45 FISCAL FEES-01 W/S	1,000	1,000	1,000	1,000	1,000	500
93-49 FISCAL FEES-06 W/S	0	0	0	300	0	500
93-51 FISCAL FEES-07 W/S	0	0	0	0	0	0
93-64 FISCAL FEES-02 W/S	0	0	0	1,022	1,022	1,000
94-23 FISCAL FEES-95 CO	500	2,000	2,000	0	2,000	500
<b>FISCAL AGENT FEES</b>	<b>\$3,500</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$2,322</b>	<b>\$5,022</b>	<b>\$3,000</b>
93-23 ISSUE COSTS-95 CO	\$0	\$0	\$0	\$0	\$0	\$0
93-43 ISSUE COSTS-99	0	0	0	0	0	0
93-49 ISSUE COSTS-06	90,971	0	0	3,500	3,500	0
<b>ISSUE COSTS</b>	<b>\$90,971</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,500</b>	<b>\$3,500</b>	<b>\$0</b>
<b>Total for W/S DEBT FUND</b>	<b>\$962,489</b>	<b>\$2,394,443</b>	<b>\$2,394,443</b>	<b>\$1,604,894</b>	<b>\$2,398,965</b>	<b>\$2,314,050</b>

## WATER AND WASTEWATER REVENUE DEBT SERVICE

### SUMMARY SCHEDULE OF REVENUE DEBT SERVICE TO MATURITY

YEAR	WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	174,000	496,000	1,064,871	576,179	1,238,871	1,072,179	2,311,050
2009	185,450	49,550	1,054,077	604,051	1,239,527	653,601	1,893,128
2010	192,950	42,050	1,043,073	601,630	1,236,023	643,680	1,879,703
2011	980,650	174,350	1,013,059	596,928	1,993,709	771,278	2,764,987
2012	1,026,200	183,800	966,244	589,316	1,992,444	773,116	2,765,560
2013	1,072,000	188,000	920,730	581,423	1,992,730	769,423	2,762,153
2014	1,119,650	200,350	872,825	573,160	1,992,475	773,510	2,765,984
2015	1,169,400	205,600	822,946	564,619	1,992,346	770,219	2,762,565
2016	1,224,150	215,850	770,884	555,846	1,995,034	771,696	2,766,730
2017	1,280,750	219,250	715,714	546,703	1,996,464	765,953	2,762,418
2018	1,342,350	227,650	657,036	537,229	1,999,386	764,879	2,764,264
2019	1,401,050	238,950	594,734	527,165	1,995,784	766,115	2,761,899
2020	1,305,000	420,000	530,030	511,400	1,835,030	931,400	2,766,430
2021	1,365,000	445,000	462,940	489,694	1,827,940	934,694	2,762,634
2022	805,000	1,100,000	408,350	450,250	1,213,350	1,550,250	2,763,600
2023	850,000	1,155,000	366,975	392,288	1,216,975	1,547,288	2,764,263
2024	890,000	1,220,000	323,475	331,238	1,213,475	1,551,238	2,764,713
2025	935,000	1,285,000	277,850	266,844	1,212,850	1,551,844	2,764,694
2026	985,000	1,345,000	232,313	200,700	1,217,313	1,545,700	2,763,013
2027	1,030,000	1,420,000	184,400	131,081	1,214,400	1,551,081	2,765,481
2028	1,085,000	645,000	131,525	78,450	1,216,525	723,450	1,939,975
2029	1,135,000	675,000	78,863	47,138	1,213,863	722,138	1,936,000
2030	1,185,000	710,000	26,663	15,975	1,211,663	725,975	1,937,638
<b>TOTAL</b>	<b>22,738,600</b>	<b>\$12,861,400</b>	<b>\$13,519,574</b>	<b>\$9,769,304</b>	<b>\$36,258,174</b>	<b>\$22,630,704</b>	<b>\$58,888,878</b>

**WATER AND WASTEWATER REVENUE DEBT SERVICE  
SCHEDULE OF 1995 CERTIFICATES OF OBLIGATION BY MATURITY DATE**

YEAR	28% WATER PRINCIPAL	72% WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	32,000	18,000	385	990	32,385	18,990	51,375
<b>TOTAL</b>	<b>\$32,000</b>	<b>\$18,000</b>	<b>\$385</b>	<b>\$990</b>	<b>\$32,385</b>	<b>\$18,990</b>	<b>\$51,375</b>

**SCHEDULE OF 1999 WATERWORKS AND WASTEWATER SYSTEM  
REVENUE BONDS BY MATURITY DATE**

YEAR	64% WATER PRINCIPAL	36% WASTEWATER PRINCIPAL	64% WATER INTEREST	36% WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	32,000	18,000	3,504	1,971	35,504	19,971	55,475
2009	32,000	18,000	1,168	657	33,168	18,657	51,825
<b>TOTAL</b>	<b>64,000</b>	<b>36,000</b>	<b>4,672</b>	<b>2,628</b>	<b>68,672</b>	<b>38,628</b>	<b>107,300</b>

**SCHEDULE OF 2000 WATERWORKS AND WASTEWATER SYSTEM  
REVENUE BONDS BY MATURITY DATE**

YEAR	100% WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	60,000	-	9,750	-	69,750	-	69,750
2009	60,000	-	5,850	-	65,850	-	65,850
2010	60,000	-	1,950	-	61,950	-	61,950
<b>TOTAL</b>	<b>180,000</b>	<b>0</b>	<b>17,550</b>	<b>0</b>	<b>197,550</b>	<b>0</b>	<b>197,550</b>

**SCHEDULE OF 2001 WATERWORKS AND WASTEWATER SYSTEM  
REVENUE BONDS BY MATURITY DATE**

YEAR	100% WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	50,000	-	297,778	-	347,778	-	347,778
2009	50,000	-	294,528	-	344,528	-	344,528
2010	50,000	-	291,278	-	341,278	-	341,278
2011	400,000	-	276,953	-	676,953	-	676,953
2012	410,000	-	254,823	-	664,823	-	664,823
2013	440,000	-	235,053	-	675,053	-	675,053
2014	460,000	-	213,788	-	673,788	-	673,788
2015	490,000	-	191,103	-	681,103	-	681,103
2016	525,000	-	166,611	-	691,611	-	691,611
2017	550,000	-	140,405	-	690,405	-	690,405
2018	580,000	-	112,430	-	692,430	-	692,430
2019	615,000	-	82,555	-	697,555	-	697,555
2020	650,000	-	50,930	-	700,930	-	700,930
2021	680,000	-	17,340	-	697,340	-	697,340
<b>TOTAL</b>	<b>5,950,000</b>	<b>0</b>	<b>2,625,571</b>	<b>0</b>	<b>8,575,571</b>	<b>0</b>	<b>8,575,571</b>

**WATER AND WASTEWATER REVENUE DEBT SERVICE  
SCHEDULE OF 2002 REFUND BONDS BY MATURITY DATE**

YEAR	WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	-	460,000	-	9,085	-	469,085	469,085
<b>TOTAL</b>	<b>\$0</b>	<b>\$460,000</b>	<b>\$0</b>	<b>\$9,085</b>	<b>\$0</b>	<b>\$469,085</b>	<b>\$469,085</b>

**SCHEDULE OF 2006 WATER & WASTEWATER BONDS BY MATURITY DATE**

YEAR	WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	-	-	495,475	295,400	495,475	295,400	790,875
2009	-	-	495,475	295,400	495,475	295,400	790,875
2010	-	-	495,475	295,400	495,475	295,400	790,875
2011	-	-	495,475	295,400	495,475	295,400	790,875
2012	-	-	495,475	295,400	495,475	295,400	790,875
2013	-	-	495,475	295,400	495,475	295,400	790,875
2014	-	-	495,475	295,400	495,475	295,400	790,875
2015	-	-	495,475	295,400	495,475	295,400	790,875
2016	-	-	495,475	295,400	495,475	295,400	790,875
2017	-	-	495,475	295,400	495,475	295,400	790,875
2018	-	-	495,475	295,400	495,475	295,400	790,875
2019	-	-	495,475	295,400	495,475	295,400	790,875
2020	655,000	390,000	479,100	285,650	1,134,100	675,650	1,809,750
2021	685,000	410,000	445,600	265,650	1,130,600	675,650	1,806,250
2022	805,000	480,000	408,350	243,400	1,213,350	723,400	1,936,750
2023	850,000	505,000	366,975	218,775	1,216,975	723,775	1,940,750
2024	890,000	530,000	323,475	192,900	1,213,475	722,900	1,936,375
2025	935,000	560,000	277,850	165,650	1,212,850	725,650	1,938,500
2026	985,000	585,000	232,313	138,488	1,217,313	723,488	1,940,800
2027	1,030,000	615,000	184,400	109,950	1,214,400	724,950	1,939,350
2028	1,085,000	645,000	131,525	78,450	1,216,525	723,450	1,939,975
2029	1,135,000	675,000	78,863	47,138	1,213,863	722,138	1,936,000
2030	1,185,000	710,000	26,663	15,975	1,211,663	725,975	1,937,638
<b>TOTAL</b>	<b>10,240,000</b>	<b>6,105,000</b>	<b>8,900,813</b>	<b>5,306,825</b>	<b>19,140,813</b>	<b>11,411,825</b>	<b>30,552,638</b>

**SCHEDULE OF 2006 REFUND BONDS BY MATURITY DATE**

YEAR	79% WATER PRINCIPAL	21% WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	-	-	257,979	68,577	257,979	68,577	326,556
2009	43,450	11,550	257,056	68,331	300,506	79,881	380,388
2010	82,950	22,050	254,370	67,617	337,320	89,667	426,988
2011	580,650	154,350	240,632	63,965	821,282	218,315	1,039,597
2012	616,200	163,800	215,947	57,404	832,147	221,204	1,053,350
2013	632,000	168,000	190,202	50,560	822,202	218,560	1,040,763
2014	659,650	175,350	163,562	43,479	823,212	218,829	1,042,041
2015	679,400	180,600	136,369	36,250	815,769	216,850	1,032,619
2016	699,150	185,850	108,798	28,921	807,948	214,771	1,022,719
2017	730,750	194,250	79,834	21,222	810,584	215,472	1,026,056
2018	762,350	202,650	49,131	13,060	811,481	215,710	1,027,191
2019	786,050	208,950	16,704	4,440	802,754	213,390	1,016,144
<b>TOTAL</b>	<b>\$6,272,600</b>	<b>\$1,667,400</b>	<b>\$1,970,583</b>	<b>\$523,826</b>	<b>\$8,243,183</b>	<b>\$2,191,226</b>	<b>\$10,434,409</b>

## WATER AND WASTEWATER REVENUE DEBT SERVICE

### PROJECTED SCHEDULE OF 2007 WATERWORKS & WASTEWATER BONDS

YEAR	WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2008	-	-	-	200,156	-	200,156	200,156
2009	-	20,000	-	239,663	-	259,663	259,663
2010	-	20,000	-	238,613	-	258,613	258,613
2011	-	20,000	-	237,563	-	257,563	257,563
2012	-	20,000	-	236,513	-	256,513	256,513
2013	-	20,000	-	235,463	-	255,463	255,463
2014	-	25,000	-	234,281	-	259,281	259,281
2015	-	25,000	-	232,969	-	257,969	257,969
2016	-	30,000	-	231,525	-	261,525	261,525
2017	-	25,000	-	230,081	-	255,081	255,081
2018	-	25,000	-	228,769	-	253,769	253,769
2019	-	30,000	-	227,325	-	257,325	257,325
2020	-	30,000	-	225,750	-	255,750	255,750
2021	-	35,000	-	224,044	-	259,044	259,044
2022	-	620,000	-	206,850	-	826,850	826,850
2023	-	650,000	-	173,513	-	823,513	823,513
2024	-	690,000	-	138,338	-	828,338	828,338
2025	-	725,000	-	101,194	-	826,194	826,194
2026	-	760,000	-	62,213	-	822,213	822,213
2027	-	805,000	-	21,131	-	826,131	826,131
<b>TOTAL</b>	<b>\$0</b>	<b>\$4,575,000</b>	<b>\$0</b>	<b>\$3,925,950</b>	<b>\$0</b>	<b>\$8,500,950</b>	<b>\$8,500,950</b>

Appendix A  
Tax Rate and Budget Ordinances

**(Title: An ordinance providing for the levy and collection of ad valorem taxes of the City of Friendswood, Texas, for the year 2007.)**

**ORDINANCE NO. 2007-16**

**AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF FRIENDSWOOD, TEXAS, FOR THE YEAR 2007; 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 \$.0748 for debt service and a tax rate of \$.5016 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 17<sup>th</sup> day of September, 2007, 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 property given and held; 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 2007, to fund the City's fiscal year 2007-2008 municipal budget, an ad valorem tax at the total rate of \$.5764 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.

**Section 3.** Of the total tax levied in Section 2 hereof, \$.5016 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2007-2008. **THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**Section 4.** Of the total tax levied in Section 2 hereof, \$.0748 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 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 2007-2008.

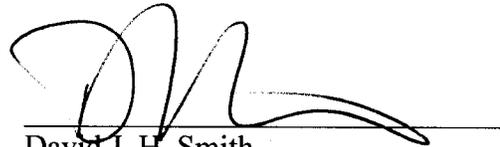
**Section 5.** All ad valorem taxes levied hereby, in the total amount of \$.5764 on each One Hundred Dollars (\$100.00) of assessed valuation, as reflected by Sections 2, 3, and 4 hereof, shall be due and payable on or before January 31, 2008. All ad valorem taxes due the City of

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.

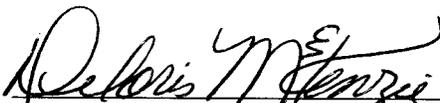
**Section 6.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate 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 17<sup>th</sup> day of September, 2007.**

  
\_\_\_\_\_  
David J. H. Smith  
Mayor

ATTEST:

  
\_\_\_\_\_  
Deloris McKenzie, TRMC  
City Secretary



**(Title: An ordinance adopting the City of Friendswood, Texas, General Budget for the Fiscal Year 2007/2008.)**

**ORDINANCE NO. 2007-15**

**AN ORDINANCE APPROVING AND ADOPTING THE CITY OF FRIENDSWOOD, TEXAS, GENERAL BUDGET FOR THE FISCAL YEAR 2007/2008; 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 31, 2007, the City Manager presented to the City Council a proposed Budget of the expenditures of the City of Friendswood for the fiscal year 2007/2008, 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, public hearings on such Budget were held in the Council Chambers in the City Hall, at which hearings 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 2007/2008 fiscal year, and has determined that the proposed budgeted expenditures will not exceed total estimated income; now, therefore,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:**

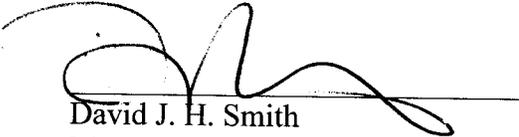
**Section 1.** The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

**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 2007/2008," and to keep such Budget on file in the City Secretary's Office as a public record.

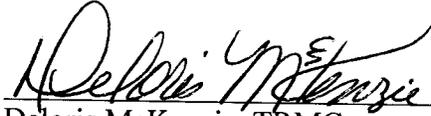
**Section 3.** In support of said Budget and by virtue of the adoption thereof, there are hereby appropriated out of available cash funds and out of the general and special revenues of the City that will be received in the treasury during the fiscal year 2007/2008, the amounts set forth in said approved 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, 10/01/2007</b>	<b>\$21,178,330</b>
<b>Total Revenues</b>	<b><u>\$29,317,551</u></b>
<b>Total Resources Available for Appropriation</b>	<b>\$50,495,881</b>
<b>Total Expenditures and Other Financing Uses</b>	<b><u>\$29,172,099</u></b>
<b>Ending Fund Balance, 9/30/2008</b>	<b><u>\$21,323,782</u></b>

**PASSED, APPROVED, AND ADOPTED on first and final reading this 17th day of September, 2007**

  
David J. H. Smith  
Mayor

ATTEST:

  
Deloris McKenzie, TRMC  
City Secretary



**CITY OF FRIENDSWOOD  
PROPOSED BUDGET SUMMARY  
FISCAL YEAR 2007-2008**

	<b>07-08 PROPOSED BUDGET</b>
<hr/>	
<b>REVENUES</b>	
Taxes	17,277,697
Charges for Services	8,559,855
Permits and Licenses	508,039
Fines	1,184,700
Intergovernmental Revenues	209,286
Interest	689,481
Vehicle Lease Reimbursements	317,051
Miscellaneous Receipts	<u>571,442</u>
<b>TOTAL REVENUES</b>	<b>29,317,551</b>
<b>EXPENDITURES</b>	
General Government	4,904,324
Public Safety	7,970,289
Community Development	1,294,762
Public Works	5,927,022
Community Services	3,081,878
Vehicle Replacement Fund	229,230
Capital Improvements	1,534,826
Debt Service	<u>4,229,768</u>
<b>TOTAL EXPENDITURES</b>	<b>29,172,099</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>145,452</b>
<b>BEGINNING FUND BALANCE</b>	<u><b>21,178,330</b></u>
<b>ENDING FUND BALANCE</b>	<u><u><b>21,323,782</b></u></u> *
* Reserved or Designated Funds	7,010,052
* Operating Reserves	6,082,722
* Undesignated Funds	8,231,008

Appendix B  
Personnel Schedule

**Personnel By Department  
Three Year Comparison**

	FY 06 Actual	FY07 Budget	FY08 Base Budget	FY08 DP	FY08 Adopted Budget
Administration	4.50	4.50	4.50	0.50	5.00
Economic Development	1.00	1.00	1.00	0.00	1.00
<b>Total City Manager</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>0.50</b>	<b>6.00</b>
Municipal Clerk	3.00	3.00	3.21	0.00	3.21
Records Management	2.00	2.00	2.00	0.00	2.00
<b>Total City Secretary</b>	<b>5.00</b>	<b>5.00</b>	<b>5.21</b>	<b>0.00</b>	<b>5.21</b>
Finance -General Fund	7.44	7.44	8.50	0.00	8.50
Finance -Water and Sewer Fund	3.00	3.00	3.00	0.00	3.00
Municipal Court	6.37	6.37	6.69	1.00	7.69
Human Resources	5.00	5.00	4.00	0.00	4.00
Risk Management- General Fund	0.50	0.50	1.00	0.00	1.00
Risk Management - Water and Sewer Fund	0.50	0.50	0.00	0.00	0.00
Information Technology	3.00	3.00	3.00	0.00	3.00
<b>Total Administrative Services</b>	<b>25.81</b>	<b>25.81</b>	<b>26.19</b>	<b>1.00</b>	<b>27.19</b>
Administration	4.00	4.00	8.00	0.00	8.00
Communications	12.68	13.68	13.64	0.00	13.64
Patrol	40.38	41.88	44.78	2.00	46.78
DOT Patrol	1.00	1.00	1.00	0.00	1.00
Criminal Investigations	11.00	11.00	11.00	0.00	11.00
Animal Control	3.00	3.00	3.00	0.50	3.50
<b>Total Police</b>	<b>72.06</b>	<b>74.56</b>	<b>81.41</b>	<b>2.50</b>	<b>83.91</b>
Administration	3.50	4.50	4.82	0.00	4.82
Emergency Management	1.00	1.00	1.29	0.00	1.29
<b>Total Fire Marshal</b>	<b>4.50</b>	<b>5.50</b>	<b>6.11</b>	<b>0.00</b>	<b>6.11</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>
CD/PW Administration	2.00	0.00	0.00	0.00	0.00
Administration	2.00	2.00	2.00	0.00	2.00
Planning and Zoning	2.00	2.00	2.00	0.00	2.00
Engineering- General Fund	1.00	1.00	1.00	0.00	1.00
Engineering-Water and Sewer Funds	2.00	2.00	1.00	0.00	1.00
Inspection	6.00	6.00	6.00	0.00	6.00
Code Enforcement	1.00	1.00	1.00	0.00	1.00
Projects- General Fund	2.00	2.00	2.00	0.00	2.00
Projects- Water and Sewer Funds	1.00	1.00	2.00	0.00	2.00
<b>Total Community Development</b>	<b>19.00</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>	<b>17.00</b>
Administration- General Fund	0.00	2.00	2.00	0.00	2.00
Administration- Water and Sewer Fund	2.00	1.00	1.00	0.00	1.00
Street Operations	8.00	8.00	8.00	0.00	8.00
Drainage Operations	4.00	6.00	6.00	0.00	6.00
Water Operations	9.00	9.00	9.00	0.00	9.00
Sewer Operations	8.00	8.00	8.00	0.00	8.00
Utility Customer Service	2.00	2.00	2.00	0.00	2.00
<b>Total Public Works</b>	<b>33.00</b>	<b>36.00</b>	<b>36.00</b>	<b>0.00</b>	<b>36.00</b>
Administration	2.00	2.00	2.00	0.00	2.00

**Personnel By Department  
Three Year Comparison**

	FY 06 Actual	FY07 Budget	FY08 Base Budget	FY08 DP	FY08 Adopted Budget
Library	14.51	14.51	14.50	0.00	14.50
Parks Operations	6.00	8.00	8.00	0.00	8.00
Recreation Programs	7.50	7.50	7.68	0.00	7.68
Facility Operations	1.00	0.00	0.00	0.00	0.00
<b>Total Community Services</b>	<b>31.01</b>	<b>32.01</b>	<b>32.18</b>	<b>0.00</b>	<b>32.18</b>
<b>Total Personnel</b>	<b>195.88</b>	<b>201.38</b>	<b>209.60</b>	<b>4.00</b>	<b>213.60</b>

Appendix C  
Decision Packages and Forces at Work

Decision Packages Included in the FY08 Adopted  
Budget

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
ALL	Fuel Increase	0	39,977	39,977		39,977
ALL	Electricity Increase	0	56,033	56,033		56,033
ASO - HR	AED Batteries	0	6,500	6,500		6,500
ASO - Other	Appraisal District Fee Increase	0	886	886		886
POLICE	Intoxilyzer Maintenance Contract	0	7,800	7,800		7,800
POLICE	Motorola AFIS Live Scan Maintenance Contract	0	4,475	4,475		4,475
FVFD	Cell Phone Cost Increase	0	1,800	1,800		1,800
FVFD	Pager Equipment Repairs	0	2,000	2,000		2,000
CS	Fallen tree cutting service for Buy Out Lots	0	5,000	5,000		5,000
CS	Additional session to Summer Day Camp	0	3,961	3,961		3,961
CMO - ED	GIS Database Contract Services	0	3,000	3,000		3,000
<b>FAW Total</b>		<b>\$ -</b>	<b>\$ 131,432</b>	<b>\$ 131,432</b>	<b>\$ -</b>	<b>\$ 131,432</b>
Police	Crime Victim Liaison (Cost if not Grant Paid)	0	59,476	59,476	42,800	16,676
Police	DEA Crime Analyst Agreement	5,000	0	5,000	5,000	0
Fire Marshal	EMPG Grant	46,078	0	46,078	46,078	0
Fire Marshal	LEOSE	818	0	818	818	0
<b>Grant/Other Sources Funding Total</b>		<b>\$ 51,896</b>	<b>\$ 59,476</b>	<b>\$ 111,372</b>	<b>\$ 94,696</b>	<b>\$ 16,676</b>

ALL	Salary Adjustment based on compensation study -Phase 1	0	270,000	270,000	0	270,000
PD - Patrol	2 Police Officers, Car & Related Expenses	44,175	164,743	208,918	0	208,918
ASO - HR	Compensation Study/ Salary Admin Software/Consultant	0	6,000	6,000	0	6,000
PW	Street Maintenance Program	0	800,000	800,000	0	800,000
CSO	1 Backup JBC (electronic voting equipment)	2,640	68	2,708	0	2,708
ASO - Court	Compensation Adjustment - Judges	0	20,000	20,000	0	20,000
ASO - Court	Municipal Court Clerk III	0	47,567	47,567	0	47,567
CMO	Camera Equipment/Media Technician	25,000	18,985	43,985	0	43,985
CS	Replace one HVAC unit on Hangar	6,500	0	6,500	0	6,500
CSO	1 Backup E-Scan (electronic voting equipment)	2,640	68	2,708	0	2,708
ASO - Court	Compensation Adjustment - Prosecutors/Associate Judge	0	3,000	3,000	0	3,000
CS	Phase II - Stevenson Park playground equip.	23,000	0	23,000	0	23,000
CS	Replace metal roof and rain gutters on Hangar	30,000	0	30,000	0	30,000
CS	Automatic entry doors at City Hall (rear)	2,000	0	2,000	0	2,000
CSO	WebLink Laserfiche Software Records Management	12,455	1,883	14,338	0	14,338
FVFD	Compensation Adjustment - Paramedics (\$1 per hour)	0	6,303	6,303	0	6,303
CSO	Laserfiche Records Management Software	15,444	1,767	17,211	0	17,211
PW	Pavement Master Plan (estimated amount)	50,000	0	50,000	0	50,000
CS	Replace 10-Eight feet metal picnic tables	7,000	0	7,000	0	7,000
FVFD	Increase Firefighter Pay (\$0.50/hr to \$13/hr)	0	5,252	5,252	0	5,252
ASO - IT	Laptops for Council and Planning & Zoning	27,200	0	27,200	0	27,200
PW	Laura Leigh Street Repair	215,000	0	215,000	0	215,000
PD - AC	Part-Time Animal Control Officer	4,000	38,468	42,468	0	42,468
ASO - HR	Employee Background Checks	0	4,000	4,000	0	4,000
ASO - Court	Credit Card Fees	0	2,500	2,500	0	2,500
ASO - HR	Property Valuation Verification	0	7,000	7,000	0	7,000
CS	Library expansion project, schematic drawings	34,000	0	34,000	0	34,000
CS	Provide Shade System (covering) for Pool Patrons	19,500	0	19,500	0	19,500
CSO	Computer PSB Records Mgmt.Office	1,020	0	1,020	0	1,020
FVFD	Medical Supplies cost increase	0	5,000	5,000	0	5,000
ASO - HR	Salary Adjustment based on compensation study -Phase 1a	0	366,000	366,000	0	366,000
FVFD	Additional Part Time Paramedic (weekends)	0	36,552	36,552	0	36,552
FVFD	Add Part Time Paid Medic (3rd to staff)	0	34,138	34,138	0	34,138
FVFD	Increase Administrative Support Hours	0	7,904	7,904	0	7,904
FVFD	Increase Contribution to Volunteer Pension Fund	0	14,400	14,400	0	14,400
FVFD	Annual Performance Increase for FT staff	0	3,500	3,500	0	3,500
FVFD	Inspection & Certification Cost Increase	0	3,000	3,000	0	3,000
FVFD	Per Call Stipend for Volunteer Firefighters	0	21,000	21,000	0	21,000
FVFD	Community Events/Awards Banquet Increase	0	5,000	5,000	0	5,000
CSO - Admin	Office Chairs (2)	600	0	600	0	600
CSO - Records	Copier/Printer/Scanner/Fax machine for PSB Records Rm.	466	0	466	0	466
CMO - Admin	Document camera for City Council Chamber	1,600	0	1,600	0	1,600
CDD - Admin	Geographic Information System (GIS) Improvements - Contract Svs.	0	5,000	5,000	0	5,000
CSO - Election Svs.	eSlate annual software maintenance (on-going)	0	408	408	0	408
<b>General Fund Total</b>		<b>\$ 576,136</b>	<b>\$ 2,090,414</b>	<b>\$ 2,666,550</b>	<b>\$ 94,696</b>	<b>\$ 2,571,854</b>

WATER AND SEWER FUND

PW	Fuel Increase	0	9,316	9,316	0	9,316
PW	Electricity Increase	0	17,405	17,405	0	17,405
PW	Blackhawk Wastewater Plant O & M	43,705	0	43,705	0	43,705
PW	Meter Reading	0	1,368	1,368	0	1,368
<b>FAW Total</b>		<b>\$ 43,705</b>	<b>\$ 28,089</b>	<b>\$ 71,794</b>	<b>\$ -</b>	<b>\$ 71,794</b>
PW and CDD	Salary Adjustments based on Comp. Study (est.)	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ 30,000
PW	Sewer Rehab Project	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ 300,000
PW	San Joaquin Lift Station Upgrade	\$ 24,500	\$ -	\$ 24,500	\$ -	\$ 24,500
PW	Utility Master Plan (amount is estimated)	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000
PW	GIS Enhancement - Utility	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
ASO - Risk	Property Valuation Verification	\$ -	\$ 7,000	\$ 7,000	\$ -	\$ 7,000
<b>Water and Sewer Fund Total</b>		<b>\$ 168,205</b>	<b>\$ 380,089</b>	<b>\$ 548,294</b>	<b>\$ -</b>	<b>\$ 548,294</b>

**DECISION PACKAGE (not included in the FY 08 Budget)**

<b>DEPT</b>	<b>DESCRIPTION</b>	<b>ONE TIME COST</b>	<b>ONGOING COST</b>	<b>TOTAL</b>	<b>OUTSIDE REVENUE SOURCES</b>	<b>NET TOTAL</b>
FVFD	Fire Training Field Improvements - Phase I	75,000	0	75,000	0	75,000
	<b>General Fund Total</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$75,000</b>

Appendix D  
Revenue Schedule

**Revenue Schedule  
General Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/06	FY07 Year End Estimate	FY08 Adopted Budget
Current Property Taxes	9,565,313	10,298,938	10,298,938	10,214,215	10,298,938	10,706,012
Delinquent Property Taxes	142,123	0	0	0	0	0
P&I Property Taxes	100,817	0	0	0	0	0
Sales Tax	3,658,699	3,359,100	3,359,100	2,227,235	3,359,100	3,750,000
TNMPCO Franchise	469,269	473,550	473,550	192,597	473,550	465,000
Centerpoint (HL&P) Franchise	136,112	136,000	136,000	64,307	136,000	130,000
Municipal Row Access Fee	183,191	164,250	164,250	101,674	164,250	170,000
Entex Franchise	103,834	95,000	95,000	101,464	95,000	100,000
TCI/AOL	288,917	250,000	250,000	157,289	250,000	300,000
IESI Franchise	39,258	40,000	40,000	30,245	40,000	46,000
Mixed Drink Tax	11,940	11,000	11,000	10,837	11,000	13,000
<b>Taxes</b>	<b>\$14,699,473</b>	<b>\$14,827,838</b>	<b>\$14,827,838</b>	<b>\$13,099,864</b>	<b>\$14,827,838</b>	<b>\$15,680,012</b>
Wrecker Permits	45	45	45	0	45	0
Alcoholic Beverage Permit	3,969	2,750	2,750	2,045	2,750	3,200
Peddler Permits	0	0	0	100	0	0
Noise Ordinance Permit	70	0	0	0	0	0
License Agree-Sheer Pleas	600	600	600	0	600	600
Pipeline Permits	300	0	0	300	0	0
Building Permits	298,121	275,000	275,000	312,278	275,000	262,800
Electric Permits	35,639	31,760	31,760	39,326	31,760	30,593
Plumbing Permits	30,607	29,040	29,040	29,358	29,040	27,294
Air Conditioning Permits	18,129	15,670	15,670	17,305	15,670	14,606
Plan Inspection Fees	148,316	134,850	134,850	156,668	134,850	128,999
Re Inspection Fees	475	980	980	200	980	847
Sign Permits	2,495	1,925	1,925	1,955	1,925	2,500
Banner Permit Fee	450	225	225	600	225	500
Animal Licenses	2,425	2,200	2,200	2,240	2,200	2,400
Electrical Licenses	8,450	11,155	11,155	7,537	11,155	10,000
Metricom Agreement	0	0	0	3,233	0	0
<b>Licenses and Permits</b>	<b>\$550,091</b>	<b>\$506,200</b>	<b>\$506,200</b>	<b>\$573,145</b>	<b>\$506,200</b>	<b>\$484,339</b>
Bureau of Justice Grants	9,215	0	0	16,836	0	16,100
FEMA Grants	224,693	0	0	9,422	0	0
Homeland Security Grants	105,116	0	0	0	0	0
Grants	0	0	0	0	0	0
TX State Library Grants	6,432	0	6,274	6,274	6,274	8,000
Criminal Justice Division	36,796	47,600	47,600	0	47,600	42,800
Law Enforcement Training	5,350	818	818	5,124	818	5,124
Emergency Mgmt Division	42,665	42,665	46,078	21,333	46,078	46,078
TXDoT Grants	21,180	24,372	24,372	26,579	24,372	19,040
Local Governments	0	0	0	150,000	0	0
Friendswood ISD	71,261	103,067	103,067	32,400	103,067	57,960
Galveston Co Consol DD	0	0	0	0	0	0
Clear Creek ISD	12,367	13,054	13,054	0	13,054	14,184
<b>Intergovernmental Revenue</b>	<b>\$535,075</b>	<b>\$231,576</b>	<b>\$241,263</b>	<b>\$267,967</b>	<b>\$241,263</b>	<b>\$209,286</b>
Platt Fees	23,900	9,000	9,000	20,300	9,000	20,000
Rezoning Fees	1,800	900	900	2,700	900	2,000
Board of Adjustment Fees	800	200	200	400	200	200
Zoning Compliance Cert	3,910	1,000	1,000	1,460	1,000	1,000
Bid Spec Documents	1,630	1,300	1,300	80	1,300	500
Animal Cntrl/Shelter Fees	5,651	5,500	5,500	5,086	5,500	6,000
Tabulation Services	3,000	3,000	3,000	1,870	3,000	0
Mowing Services	2,500	1,000	1,000	0	1,000	0
Swimming Pool Fees	14,562	19,000	19,000	11,901	19,000	17,000
Sports Complex Fees	3,819	1,750	1,750	1,823	1,750	6,000
Old City Park Fees	700	400	400	375	400	600
Stevenson Park Fees	700	600	600	500	600	400
Pavilion Fees	2,105	2,500	2,500	1,525	2,500	2,500
Gazebo Fees	550	1,100	1,100	925	1,100	1,200
Leavesley Park Fees	20,249	16,500	16,500	16,425	16,500	19,000
Activity Building Fee	1,951	1,000	1,000	2,369	1,000	1,500
City Adm Fee-Rec Programs	270	150	150	100	150	300
League Fees-Adult Sftball	22,211	31,000	31,000	11,692	31,000	25,000
Summer Day Camp	39,252	43,000	43,000	35,449	43,000	48,000
Aerobic Class Fees	3,396	3,200	3,200	1,368	3,200	3,340

**Revenue Schedule  
General Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/06	FY07 Year End Estimate	FY08 Adopted Budget
Library Use Fees	3,874	3,100	3,100	3,565	3,100	3,200
Other Program Fees	0	0	0	2,851	0	2,580
July 1 Booth Fee	120	3,700	3,700	1,980	3,700	2,590
Fun Run Receipts/Donations	6,235	6,000	6,000	6,865	6,000	5,600
July 4th Sponsorship	0	0	0	3,030	0	0
Lifeguard Cert Fees	520	0	0	0	0	170
<b>Charges for Services</b>	<b>\$163,705</b>	<b>\$154,900</b>	<b>\$154,900</b>	<b>\$134,639</b>	<b>\$154,900</b>	<b>\$168,680</b>
Court Fines and Fees	64	0	0	8	0	0
Court Fines and Fees	747,620	632,217	632,217	748,980	632,217	840,741
Court Adm Fee (DDC)	32,803	27,944	27,944	25,540	27,944	26,948
Warrantless Arrest (AF)	44,638	38,403	38,403	36,424	38,403	38,075
Court Warrantless Arrest Fee (CAP)	57,288	43,391	43,391	56,375	43,391	58,544
Child Safety Fee	8,767	7,098	7,098	5,785	7,098	6,136
Court Traffic Fee (TFC)	21,353	24,816	24,816	17,970	24,816	18,742
Court Traffic Fee (LEOCE)	39	59	59	24	59	21
Security Fee	0	0	0	0	0	0
Harris Co. Child Safety	8,161	7,430	7,430	6,284	7,430	6,340
Court Adm Fees	1,892	1,503	1,503	2,081	1,503	2,138
Court 10% TP	3,829	3,300	3,300	3,219	3,300	3,395
Court 40% TP	15,312	13,160	13,160	12,868	13,160	13,557
Technology Fund	0	0	0	3	0	0
State Traffic	10,631	7,483	7,483	9,425	7,483	9,924
Cons Court Cost	48,904	34,969	34,969	43,585	34,969	50,365
State DOT Court Fine	6,757	11,697	11,697	3,615	11,697	3,773
Library	40,892	39,500	39,500	32,511	39,500	40,000
Mowing Lien Revenues	2,184	0	0	1,185	0	0
<b>Fines</b>	<b>\$1,051,134</b>	<b>\$892,970</b>	<b>\$892,970</b>	<b>\$1,005,883</b>	<b>\$892,970</b>	<b>\$1,118,699</b>
Investments	116,271	51,973	51,973	56,300	51,973	66,932
Texpool	111,575	57,488	57,488	109,893	57,488	103,735
Lone Star Invest Pool	75,558	31,273	31,273	108,160	31,273	105,494
MBIA	142,099	68,569	68,569	135,303	68,569	131,995
Checking Accounts	31,530	20,031	20,031	44,430	20,031	53,717
Liens	638	496	496	635	496	608
Marking Invest to Market	529	0	0	0	0	0
Tower Rental Fee	28,678	19,242	19,242	25,165	19,242	21,390
<b>Interest Revenues</b>	<b>\$506,878</b>	<b>\$249,072</b>	<b>\$249,072</b>	<b>\$479,887</b>	<b>\$249,072</b>	<b>\$483,871</b>
Miscellaneous Receipts	7,426	0	0	3,879	0	0
National Bicycle Registry	100	0	0	0	0	0
Administrative Fees	3,238	0	0	580	0	0
Refuse Administrative Fee	106,604	86,370	86,370	84,444	86,370	113,000
Miscellaneous Receipts	56,118	15,500	15,500	9,585	15,500	5,000
Return Check Fee	510	300	300	475	300	300
Suspense Account	0	0	0	194	0	0
Reimbursements	148	0	0	0	0	0
Insurance	0	0	0	33,705	0	0
PY Insurance Reimburse	34,345	0	0	0	0	0
Prior Period Expenditures	8,318	0	0	0	0	0
Developer Contributions	8,732	0	0	0	0	0
Prior Year Revenue	0	0	0	0	0	0
Agenda Subscription	25	0	0	0	0	0
Documents	4,213	3,460	3,460	3,053	3,460	3,300
Vending Proceeds	74	75	75	0	75	0
Concession Stand Agreement	613	2,190	2,190	648	2,190	0
Library Copier	72	0	0	0	0	0
Donations	18,781	10,000	50,500	59,618	50,500	0
Mowing Vacant Lots	0	0	0	0	0	0
Tower Rental Fee	0	0	0	0	0	0
Metricom Inc Agreement	3,233	3,233	3,233	0	3,233	0
<b>Miscellaneous Receipts</b>	<b>\$252,550</b>	<b>\$121,128</b>	<b>\$161,628</b>	<b>\$196,182</b>	<b>\$161,628</b>	<b>\$121,600</b>

**Revenue Schedule  
General Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/06	FY07 Year End Estimate	FY08 Adopted Budget
Park Dedication Fund	0	0	0	0	0	0
Hazard Mitigation Fund	0	0	0	0	0	0
Tax Debt Service Fund	0	0	0	0	0	0
Trsf from W/S Oper Fund	775,074	867,616	875,616	650,712	875,616	986,016
Sale of Fixed Assets	187,345	0	0	790,087	0	0
Other Financing Sources	\$962,419	\$867,616	\$875,616	\$1,440,799	\$875,616	\$986,016
<b>GENERAL FUND TOTAL</b>	<b>\$18,721,325</b>	<b>\$17,851,300</b>	<b>\$17,909,487</b>	<b>\$17,198,365</b>	<b>\$17,909,487</b>	<b>\$19,252,503</b>

**Revenue Schedule  
Police Seizure Federal**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/06	FY07 Year End Estimate	FY08 Adopted Budget
Seized Revenues-Federal	\$27,059	\$0	\$4,550	\$0	\$0	\$0
Intergovt'l Revenue	\$27,059	\$0	\$4,550	\$0	\$0	\$0
Investments	\$458	\$188	\$188	\$63	\$0	\$0
Texpool	433	246	246	57	0	0
Lone Star Invest Pool	295	129	129	79	0	0
MBIA	560	287	287	79	0	0
Checking Accounts	145	100	100	40	0	0
Interest Revenues	\$1,891	\$950	\$950	\$318	\$0	\$0
<b>Police Seizure Federal</b>	<b>\$28,950</b>	<b>\$950</b>	<b>\$5,500</b>	<b>\$318</b>	<b>\$0</b>	<b>\$0</b>

**Revenue Schedule  
Police Seizure State**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/06	FY07 Year End Estimate	FY08 Adopted Budget
County	\$2,400	\$0	\$23,641	\$0	\$0	\$0
Seized Revenues- County	0	0	0	6,491	0	0
Intergovernmental Revenues	\$2,400	\$0	\$23,641	\$6,491	\$0	\$0
Investments	\$161	\$31	\$31	\$53	\$45	\$30
TexPool	146	38	38	79	57	38
Lone Star Invest Pool	117	23	23	68	35	23
MBIA	199	44	44	115	66	44
Checking Accounts	40	14	14	23	21	14
Interest Revenues	\$663	\$150	\$150	\$338	\$224	\$150
<b>Police Seizure State</b>	<b>\$3,063</b>	<b>\$150</b>	<b>\$23,791</b>	<b>\$6,829</b>	<b>\$224</b>	<b>\$150</b>

**Revenue Schedule  
Fire /EMS Donation Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Investments	\$275	\$132	\$132	\$128	\$0	\$0
TexPool	256	167	167	250	0	0
Lone Star Invest Pool	165	85	85	248	0	0
MBIA	326	196	196	316	0	0
Checking Accounts	93	70	70	115	0	0
Interest Revenues	\$1,115	\$650	\$650	\$1,057	\$676	\$0
Insurance	\$0	\$0	\$0	\$0	\$0	\$0
Donations	219,353	80,572	80,572	171,437	215,000	142,252
Miscellaneous Receipts	\$219,353	\$80,572	\$80,572	\$171,437	\$215,000	\$142,252
Sale of Fixed Assets	\$4,945	\$4,000	\$4,000	\$0	\$4,945	\$0
Other Financing Sources	\$4,945	\$4,000	\$4,000	\$0	\$4,945	\$0
<b>Fire/EMS Donation Fund</b>	<b>\$225,413</b>	<b>\$85,222</b>	<b>\$85,222</b>	<b>\$172,494</b>	<b>\$220,621</b>	<b>\$142,252</b>

**Revenue Schedule  
Court Technology/Court Security Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Court Technology Fees	\$28,416	\$0	\$32,393	\$23,885	\$32,393	\$28,000
Court Technology Fees	\$28,416	\$0	\$32,393	\$23,885	\$32,393	\$28,000
Building Security Fees	\$37,902	\$0	\$24,345	\$31,878	\$31,878	\$38,000
Court Security Fees	\$37,902	\$0	\$24,345	\$31,878	\$31,878	\$38,000
<b>Court Technology/Security Fund</b>	<b>\$66,318</b>	<b>\$0</b>	<b>\$56,738</b>	<b>\$55,763</b>	<b>\$64,271</b>	<b>\$66,000</b>

**Revenue Schedule  
Park Dedication Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Neighborhood Parks	\$1,248	\$0	\$0	\$21,904	\$21,904	\$0
Community Parks	51,075	40,000	40,000	67,800	67,800	50,000
Miscellaneous Receipts	\$52,323	\$40,000	\$40,000	\$89,704	\$89,704	\$50,000
Investments	\$1,549	\$655	\$655	\$802	\$802	\$1,000
TexPool	1,809	1,096	1,096	1,609	\$1,609	\$1,000
Lone Star Invest Pool	1,025	463	463	1,583	\$1,583	\$1,000
MBIA	2,296	1,294	1,294	1,998	\$1,998	\$1,000
Checking Accounts	696	492	492	711	\$711	\$1,000
Interest Revenues	\$7,375	\$4,000	\$4,000	\$6,703	\$6,703	\$5,000
<b>Park Land Dedication Fund</b>	<b>\$59,698</b>	<b>\$44,000</b>	<b>\$44,000</b>	<b>\$96,407</b>	<b>\$96,407</b>	<b>\$55,000</b>

**Revenue Schedule  
Playground Equipment**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Investments	\$14	\$6	\$6	\$7	\$7	\$0
Texpool	11	4	4	13	\$13	0
Lone Star Invest Pool	9	3	3	13	\$13	0
MBIA	14	5	5	16	\$16	0
Checking Accounts	3	2	2	6	\$6	0
Interest Revenues	\$51	\$20	\$20	\$55	\$55	\$0
Donations	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Receipts	\$0	\$0	\$0	\$0	\$0	\$0
<b>Playground Equipment</b>	<b>\$51</b>	<b>\$20</b>	<b>\$20</b>	<b>\$55</b>	<b>\$55</b>	<b>\$0</b>

**Revenue Schedule  
Tax Debt Service Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual Budget	FY07 Year End Estimate	FY08 Adopted Budget
Current Property Taxes	\$1,454,001	\$1,409,819	\$1,409,819	\$1,402,735	\$1,409,819	\$1,597,730
Delinquent Property Taxes	21,679	0	0	0	0	0
P & I - Property Taxes	15,603	0	0	0	0	0
<b>Taxes</b>	<b>\$1,491,283</b>	<b>\$1,409,819</b>	<b>\$1,409,819</b>	<b>\$1,402,735</b>	<b>\$1,409,819</b>	<b>\$1,597,730</b>
Investments	\$21,035	\$10,493	\$10,493	\$9,343	\$10,493	\$15,000
TexPool	20,450	14,066	\$14,066	17,240	\$14,066	10,000
Lone Star Invest Pool	12,984	7,054	\$7,054	17,079	\$7,054	10,000
MBIA	25,805	16,223	\$16,223	21,292	\$16,223	15,000
Checking Accounts	7,223	5,864	\$5,864	8,553	\$5,864	0
Marking Invest to Market	88	0	0	0	0	0
<b>Interest Revenues</b>	<b>\$87,585</b>	<b>\$53,700</b>	<b>\$53,700</b>	<b>\$73,507</b>	<b>\$53,700</b>	<b>\$50,000</b>
<b>Tax Debt Service Fund</b>	<b>\$1,578,868</b>	<b>\$1,463,519</b>	<b>\$1,463,519</b>	<b>\$1,476,242</b>	<b>\$1,463,519</b>	<b>\$1,647,730</b>

**Revenue Schedule  
2003 General Obligation Bond Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual Budget	FY07 Year End Estimate	FY08 Adopted Budget
Investments	\$7,257	\$0	\$0	\$1,529	\$0	\$0
TexPool	5,359	0	0	2,923	0	0
Lone Star Invest Pool	3,663	0	0	2,909	0	0
MBIA	6,773	0	0	3,711	0	0
Checking Accounts	1,758	0	0	1,222	0	0
Transfer from General Fund	0	0	0	350,688	0	0
<b>Interest Revenues</b>	<b>\$24,810</b>	<b>\$0</b>	<b>\$0</b>	<b>\$362,982</b>	<b>\$0</b>	<b>\$0</b>
<b>2003 GO Bond Fund</b>	<b>\$24,810</b>	<b>\$0</b>	<b>\$0</b>	<b>\$362,982</b>	<b>\$0</b>	<b>\$0</b>

**Revenue Schedule  
2005 General Obligation Bond Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual Budget	FY07 Year End Estimate	FY08 Adopted Budget
Investments	(1,150)	0	0	(1,364)	(1,364)	0
TexPool	(783)	0	0	(1,449)	(1,449)	0
Lone Star Invest Pool	(753)	0	0	(1,553)	(1,553)	0
MBIA	(904)	0	0	(1,961)	(1,961)	0
MBIA 2005 Bond Fund Int	327,118	0	0	182,758	182,758	0
Checking Accounts	(176)	0	0	(990)	(990)	0
<b>Interest Revenues</b>	<b>\$323,352</b>	<b>\$0</b>	<b>\$0</b>	<b>\$175,441</b>	<b>\$175,441</b>	<b>\$0</b>
Miscellaneous Receipts	0	0	0	2,541	2,541	0
Bond Proceeds	0	0	0	0	0	0
Premium	0	0	0	0	0	0
<b>Interest Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,541</b>	<b>\$2,541</b>	<b>\$0</b>
<b>2005 GO Bond Fund</b>	<b>\$323,352</b>	<b>\$0</b>	<b>\$0</b>	<b>\$177,982</b>	<b>\$177,982</b>	<b>\$0</b>

**Revenue Schedule  
1776 Park Trust Fund**

Account Description	FY07 Amended Budget	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Investments	\$209	\$0	\$0	\$138	\$138	\$136
TexPool	51	0	0	178	178	175
Lone Star Invest Pool	35	0	0	89	89	87
MBIA	364	0	0	208	208	204
Checking Accounts	46	0	0	74	74	73
<b>Interest Revenues</b>	<b>\$705</b>	<b>\$0</b>	<b>\$0</b>	<b>\$687</b>	<b>\$687</b>	<b>\$675</b>
<b>1776 Park Trust Fund</b>	<b>\$705</b>	<b>\$0</b>	<b>\$0</b>	<b>\$687</b>	<b>\$687</b>	<b>\$675</b>

**Revenue Schedule  
Water and Sewer Fund**

Account Description	FY07 Amended Budget	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Single Fmly Res	\$3,439,594	\$3,800,000	\$3,800,000	\$1,946,186	\$3,800,000	\$3,576,229
Single Commercial	171,330	165,000	165,000	109,030	165,000	41,557
Multi Fmly Res	263,726	265,000	265,000	155,504	265,000	326,973
Multi Commercial	56,677	56,000	56,000	33,745	56,000	262,135
Sprinkler Only	246,353	250,000	250,000	98,512	250,000	23,603
Other	48,936	50,000	50,000	29,797	50,000	7,672
Single Fmly Res	2,963,582	3,150,000	3,150,000	1,714,392	3,150,000	2,968,171
Single Commercial	121,894	120,000	120,000	77,760	120,000	115,630
Multi Fmly Res	245,726	250,000	250,000	146,582	250,000	273,092
Multi Commercial	51,285	50,500	50,500	30,909	50,500	47,782
Other	38,649	41,000	41,000	22,425	41,000	57,281
<b>Charges for Services</b>	<b>\$7,647,752</b>	<b>\$8,197,500</b>	<b>\$8,197,500</b>	<b>\$4,364,842</b>	<b>\$8,197,500</b>	<b>\$7,700,125</b>
Investments	\$54,601	\$30,000	\$30,000	\$29,437	\$30,000	\$30,000
TexPool	50,547	45,000	45,000	52,529	45,000	45,000
Lone Star Invest Pool	34,912	25,000	25,000	52,479	25,000	25,000
MBIA	66,006	50,000	50,000	66,273	50,000	50,000
Checking Accounts	7,299	6,000	6,000	13,506	6,000	10,000
Marking Investment to Market	265					
<b>Interest Revenues</b>	<b>\$213,630</b>	<b>\$156,000</b>	<b>\$156,000</b>	<b>\$214,224</b>	<b>\$156,000</b>	<b>\$160,000</b>
Rents (Forest Bend HOA Bldg.)	\$0	\$1,050	\$1,050	\$0	\$0	\$0
Miscellaneous Receipts	3,270	0	0	-448	0	0
Disconnect/Reconnect Fee	156,431	150,000	150,000	106,702	157,060	166,000
Disconnect/Reconnect Fee	18,090	15,500	15,500	13,275	16,790	18,000
Tampering Fee	468	200	200	400	540	200
Miscellaneous Receipts	5,410	2,000	2,000	10,024	9,416	2,000
Return Check Fee	1,395	1,200	1,200	675	1,265	1,200
Insurance	1,375	0	0	0	2,750	0
Water Meters	39,945	40,000	40,000	45,795	39,750	50,000
Reserves	0	0	0	0	0	0
Sale of City Property	0	0	0	4,182	0	0
Transfer	76,454	0	0	0	0	0
<b>Miscellaneous Receipts</b>	<b>\$302,838</b>	<b>\$209,950</b>	<b>\$209,950</b>	<b>\$180,605</b>	<b>\$227,571</b>	<b>\$237,400</b>
<b>Water and Sewer Fund</b>	<b>\$8,164,220</b>	<b>\$8,563,450</b>	<b>\$8,563,450</b>	<b>\$4,759,671</b>	<b>\$8,581,071</b>	<b>\$8,097,525</b>

**Revenue Schedule  
2006 W/S Bond Construction Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY07 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
TexPool	(3,649)	0	0	(1,882)	(1,882)	0
Lone Star Invest Pool	(2,611)	0	0	(1,934)	(1,934)	0
MBIA	(4,794)	0	0	(2,419)	(2,419)	0
MBIA 2006 Rev Bonds	24,145			668,202	668,202	
Checking Accounts	(1,171)	0	0	(1,041)	(1,041)	0
<b>Interest Revenues</b>	<b>\$11,920</b>	<b>\$0</b>	<b>\$0</b>	<b>\$660,926</b>	<b>\$660,926</b>	<b>\$0</b>
<b>2006 W/S Bond Constr Fund</b>	<b>\$11,920</b>	<b>\$0</b>	<b>\$0</b>	<b>\$660,926</b>	<b>\$660,926</b>	<b>\$0</b>

**Revenue Schedule  
Water CIP/Impact Fee Fund**

Account Description	FY06	FY07	FY07	FY07	FY07	FY08
	Actual	Original Budget	Amended Budget	Actual 6/30/07	Year End Estimate	Adopted Budget
CW Water Impact Fees-2003	344,578	567,600	567,600	461,648	567,600	473,000
Charges for Services	\$344,578	\$567,600	\$567,600	\$461,648	\$567,600	\$473,000
Investments	\$260	\$150	\$150	\$211	\$150	\$0
TexPool	392	400	400	689	400	0
Lone Star Invest Pool	191	150	150	647	150	0
MBIA	509	500	500	806	500	0
Checking Accounts	144	150	150	269	150	0
Miscellaneous Receipts	0	0	0	1,359	0	0
Interest Revenues	\$1,496	\$1,350	\$1,350	\$3,981	\$1,350	\$0
<b>Water CIP/Impact Fee Fund</b>	<b>\$346,074</b>	<b>\$568,950</b>	<b>\$568,950</b>	<b>\$465,629</b>	<b>\$568,950</b>	<b>\$473,000</b>

**Revenue Schedule  
Sewer CIP/Impact Fee Fund**

Account Description	FY06	FY07	FY07	FY07	FY07	FY08
	Actual	Original Budget	Amended Budget	Actual 6/30/07	Year End Estimate	Adopted Budget
CW Sewer Impact Fees-2003	\$174,938	\$290,100	\$290,100	\$235,948	\$290,100	\$241,750
Charges for Services	\$174,938	\$290,100	\$290,100	\$235,948	\$290,100	\$241,750
Investments	\$598	\$600	\$600	\$134	\$0	\$0
TexPool	675	700	700	400	0	0
Lone Star Invest Pool	286	300	300	379	0	0
MBIA	829	800	800	473	0	0
Checking Accounts	282	400	400	159	0	1500
Miscellaneous Receipts	0	0	0	90	0	0
Interest Revenues	\$2,670	\$2,800	\$2,800	\$1,635	\$0	\$1,500
<b>Sewer CIP/Impact Fee Fund</b>	<b>\$177,608</b>	<b>\$292,900</b>	<b>\$292,900</b>	<b>\$237,583</b>	<b>\$290,100</b>	<b>\$243,250</b>

**Revenue Schedule  
Water and Sewer Revenue Debt Fund**

Account Description	FY06	FY07	FY07	FY07	FY07	FY08
	Actual	Original Budget	Amended Budget	Amended Budget	Year End Estimate	Adopted Budget
Investments	\$6,429	\$4,695	\$4,695	\$1,076	\$4,695	\$0
TexPool	7,104	6,673	6,673	1,320	6,673	0
Lone Star Invest Pool	3,057	2,856	2,856	1,354	2,856	0
MBIA	8,248	7,718	7,718	1,532	7,718	0
Checking Accounts	3,213	3,058	3,058	1,150	3,058	0
Interest Revenues	\$28,051	\$25,000	\$25,000	\$6,432	\$25,000	\$0
Trans From W/S Fund	\$653,435	\$1,530,423	\$1,530,423	\$1,530,423	\$1,530,423	\$1,624,987
Water CIP/Impact Fee Fund	344,890	570,000	570,000	332,500	570,000	465,417
Sewer CIP/Impact Fee Fund	286,857	290,000	290,000	169,167	290,000	233,046
Other Financing Sources	\$1,285,182	\$2,390,423	\$2,390,423	\$2,032,090	\$2,390,423	\$2,323,450
<b>W/S Revenue Debt Fund</b>	<b>\$1,313,233</b>	<b>\$2,415,423</b>	<b>\$2,415,423</b>	<b>\$2,038,522</b>	<b>\$2,415,423</b>	<b>\$2,323,450</b>

**Revenue Schedule  
Vehicle Replacement Fund**

Account Description	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY06 Actual 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
Investments	\$4,301	\$353	\$353	\$1,311	\$1,311	\$0
TexPool	4,051	457	457	2,586	\$2,586	0
Checking Accounts	1,444	190	190	1,109	\$1,109	0
Interest Revenues	\$9,796	\$1,000	\$1,000	\$5,006	\$5,006	\$0
Lease Revenues	\$291,127	\$420,770	\$420,770	\$309,861	\$420,770	\$317,051
Lease Revenues	\$291,127	\$420,770	\$420,770	\$309,861	\$420,770	\$317,051
Sale of Fixed Assets	\$11,855	\$0	\$0	\$0	\$3,610	\$0
Other Financing Sources	\$11,855	\$0	\$0	\$0	\$3,610	\$0
<b>Vehicle Replacement Plan</b>	<b>\$312,778</b>	<b>\$421,770</b>	<b>\$421,770</b>	<b>\$314,867</b>	<b>\$429,386</b>	<b>\$317,051</b>

Appendix E  
General and Administrative Transfers

**Transfers to Other Funds**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY06 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>PARK DEDICATION FUND</b>						
General Fund	0	0	0	0	0	0
<b>WATER AND SEWER OPERATION FUND</b>						
General Fund	775,074	875,610	875,610	650,712	875,610	986,016
Water and Sewer Revenue Debt Fund	635,435	1,530,423	1,530,423	1,530,423	1,530,423	1,612,587
<b>Total</b>	<b>1,410,509</b>	<b>2,406,033</b>	<b>2,406,033</b>	<b>2,181,135</b>	<b>2,406,033</b>	<b>2,598,603</b>
<b>WATER CIP/IMPACT FEE FUND</b>						
Water and Sewer Revenue Debt Fund	334,890	570,000	570,000	332,500	570,000	465,417
<b>SEWER CIP/IMPACT FEE FUND</b>						
Water and Sewer Revenue Debt Fund	288,567	290,000	290,000	169,167	290,000	233,046
<b>Total Transfers To Other Funds</b>	<b>\$2,033,966</b>	<b>\$3,266,033</b>	<b>\$3,266,033</b>	<b>\$2,682,802</b>	<b>\$3,266,033</b>	<b>\$3,297,066</b>

**Transfers from Other Funds**

	FY06 Actual	FY07 Original Budget	FY07 Amended Budget	FY06 YTD 6/30/07	FY07 Year End Estimate	FY08 Adopted Budget
<b>GENERAL FUND</b>						
Park Dedication Fund	0	0	0	0	0	0
Water and Sewer Operation Fund	775,074	875,610	875,610	650,712	875,610	986,016
<b>Total</b>	<b>775,074</b>	<b>875,610</b>	<b>875,610</b>	<b>650,712</b>	<b>875,610</b>	<b>986,016</b>
<b>WATER AND SEWER REVENUE DEBT FUND</b>						
Water and Sewer Operation Fund	635,435	1,530,423	1,530,423	1,530,423	1,530,423	1,612,587
Water CIP/Impact Fee Fund	334,890	570,000	570,000	332,500	570,000	465,417
Sewer CIP/Impact Fee Fund	288,567	290,000	290,000	169,167	290,000	233,046
<b>Total</b>	<b>1,258,892</b>	<b>2,390,423</b>	<b>2,390,423</b>	<b>2,032,090</b>	<b>2,390,423</b>	<b>2,311,050</b>
<b>Total Transfers From Other Funds</b>	<b>\$2,033,966</b>	<b>\$3,266,033</b>	<b>\$3,266,033</b>	<b>\$2,682,802</b>	<b>\$3,266,033</b>	<b>\$3,297,066</b>

Appendix F  
Charter Budget Provisions

# 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

## Charter Budget Provisions

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.

(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

### **Sec.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

## Charter Budget Provisions

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 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

## Appendix G Financial Management Policy

## Financial Management Policy

**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.

## Financial Management Policy

### 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, 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

## Financial Management Policy

improvements and provide adequate levels of working capital. The City shall seek to eliminate all forms of subsidization to utility/enterprise funds from the General Fund.

### 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. The City shall explore and develop to the extent possible, service trends and definitions in an effort to establish a "reward/profit sharing" system.

## Financial Management Policy

### Purchasing

- The City shall make every effort to maximize any discounts offered by creditors/vendors. Vendors with balances due the City will have payments due the vendor offset against the amount due the City. 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. Every effort will be made to include minority business enterprises in the bidding process.
- 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 \$25,000. 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/Retained Earnings

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 Undesignated Fund Balance

- The City shall strive to maintain the General Fund undesignated fund balance at a minimum of 90 days of current year budgeted expenditures.
- Any undesignated 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 undesignated funds will be allowed to accumulate in a fund designated for future General Fund capital improvements.

#### Retained Earnings of Other Operating Funds

- In other operating funds, the City shall strive to maintain a positive retained earnings 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 current year budgeted expenditures.
- Any undesignated 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 undesignated funds will be allowed to accumulate in a fund designated for future utility/operating fund capital improvements.

#### Use of Fund Balance/Retained Earnings

- Fund Balance/Retained Earnings 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.

## Financial Management Policy

- 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 unreserved, undesignated fund balance 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/retained earnings, as allowed by the Fund Balance/Retained Earnings 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 two 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.

## Financial Management Policy

### 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%.

### 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.

## **Financial Management Policy**

### **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

## Financial Management Policy

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.

## **Financial Management Policy**

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. It will be the City's goal to obtain the distinguished Budget Presentation Award from the Government Finance Officers Association.

Appendix H  
Glossary  
Abbreviations/Acronyms

## Glossary

### 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.

### 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.

### ASSESSED VALUATION

A valuation set upon real estate or other property by a government as a basis for levying taxes.

### 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.

### 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. Can be either a five or 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.

#### 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.

#### 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.

#### 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 available 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 interfund 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.

#### 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.

(Source: *1988 Governmental Accounting, Auditing and Financial Reporting* and other City Budgeting Terms)

## ABBREVIATIONS AND ACRONYMS

AED	Automated External Defibrillator
AICPA	American Institute of Certified Public Accountants
ASO	Administrative Services Office
CAFR	Comprehensive Annual Financial Report
CCISD	Clear Creek Independent School District
CDD	Community Development Department
CEDC	Community and Economic Development Committee
CIP	Capital Improvement Plan
CS	Community Services
CSO	City Secretary's Office
EEO	Equal Employment Opportunity
EMPG	Emergency Management Planning Grant
EMS	Emergency Management Service
FEMA	Federal Emergency Management Agency
FISD	Friendswood Independent School District
FMO	Fire Marshal's Office
FTE	Full Time Equivalent
FVFD	Friendswood Volunteer Fire Department
GASB	Governmental Accounting Standards Board
GCCDD	Galveston County Consolidated Drainage District
GF	General Fund
GFOA	Governmental Finance Officers Association
GIS	Geographic Information System
I&I	Infiltration and Inflow
ISO	Insurance Services Office
LEOSE	Law Enforcement Officer Standards and Education
M&CC	Mayor and City Council
PD	Police Department
PEG	Public Educational Governmental
PSB	Public Safety Building
PW	Public Works
SAN	Storage Area Network
SETCIC	Southwest Texas Crime Information Center
VOCA	Victims of Crimes Act
VRF	Vehicle Replacement Fund
VRP	Vehicle Replacement Plan
W&S	Water and Sewer
ZZB	Zero Based Budgeting (revenues and expenditures net to zero)