

City of Friendswood, Texas



Adopted Budget

2010– 2011

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

**Fiscal Year
October 1, 2010 - September 30, 2011**

Mayor

David J. H. Smith

Mayor Pro-Tem

Jim Hill

Council Members

Michael E. Barker Position 1
Jim Barr Position 2
Patrick J. McGinnis, MD Position 4
Bill Holbert Position 5
Deirdre Carey Brown Position 6

Budget Team

Roger C. Roecker City Manager
Cindy S. Edge Director of Administrative Services
Terry Byrd Fire Marshal
Karen Capps Economic Development Coordinator
Nick Haby Assistant to the City Manager
Kazem Hamidian Public Works Director
Katina R. Hampton Deputy Director of Administrative Services
Morad Kabiri Community Development Director
Melinda Welsh City Secretary
Mary Perroni Library Director
James Toney Community Services Director
Jennifer Walker Budget Manager
Robert B. Wieners Police Chief

The following notice is required by Texas House Bill (H.B.) 3195:

This budget will raise more total property taxes than last year's budget by an estimated \$500,981 or 3.8%, and of that amount \$225,262 is tax revenue to be raised from estimated 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, 2009

A handwritten signature in black ink, appearing to be 'H.R.' followed by a flourish.

President

A handwritten signature in black ink, appearing to be 'Jeffrey R. Egan' followed by a flourish.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Friendswood, Texas** for its annual budget for the fiscal year beginning **October 1, 2009**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

Guide to Use of the Budget

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

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

The **Summary section** includes summary schedules of all funds formatted to include FY09 actual; FY10 original budget; FY10 amended budget; year to date 6/30/10 actual expenditures; year-end estimate for FY10; and FY11 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. An overview of revenues and expenditures by fund is included. 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 Schedule section** provides the revenues, expenditures and proposed ending fund balance for the City's six governmental funds as well as enterprise funds. Governmental funds include General Fund, Police Investigation Fund, Fire/EMS Donation Fund, Park Land Dedication Fund, Tax Debt Service Fund and General Obligation Bond Construction Funds. Enterprise funds include 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, Economic Development Administration Grant Fund, and Court Technology/Security Fund. A description of each fund precedes the fund schedules and includes the basis of budgeting.

The 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 for cross-reference to the detail division budgets.

The next section is reserved for the **Capital Improvement Program**. Currently, the City's Capital Improvement Plan is being reviewed by the Community Development Department and City departmental Directors. The adopted budget document includes available information for fiscal year 2010-11 by fund and project as well as detail by object account. Also included in the section are the proposed projects for years 2011 through 2015. 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 of the City.

The **Appendices** contains several schedules. These include the Ordinances and Policies, departmental decision package recommendations, personnel schedule, detail revenue schedules by fund and account element/object and glossary of budget terminology and acronyms.

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CITY OF FRIENDSWOOD

October 26, 2010

Honorable Mayor and City Council:

Submitted herewith is the approved budget for the fiscal year 2010-11. Attached is a schedule of the changes to the proposed budget document submitted to you on July 30, 2010.

The most significant change to the proposed budget was shifting two funded decision packages, the street maintenance program and Activity Building floor repairs, utilizing undesignated General Fund balance reserves rather than operating funds. This revision reallocates the \$235,200 included in the proposed budget for these items to be used to fund five of the previously unfunded decision package items in the FY11 adopted budget. The additional decision packages consist of a Teen Court program totaling \$14,500, a municipal clerk consultant contract for \$12,000, funding of \$21,600 for FVFD medic shift stipends and \$9,804 for part-time firefighter and EMS personnel pay increases and \$56,280 for a Peace Officer position to be filled in March 2011. The Peace Officer position approved for mid-year hire includes salary and benefits, as well as related supplies, services, and maintenance expenses. Filling the position at mid-year will not have a negative effect on current service levels of the Police Department.

Also included in the adopted budget with undesignated general fund reserves being the source of funding are City Hall window improvements to prevent water leaks and a Parks Department mower. Library parking lot improvements are included in the adopted budget using Library Board reserves.

Another significant change from the proposed budget is the addition of employee merit totaling \$149,995; \$135,000 is included in the General Fund and \$14,995 is in the Water and Sewer Fund.

The adopted budget reflects a reduction in property tax revenue of \$27,655 due to adoption of the actual effective tax rate of \$0.5851 versus \$0.5870 as estimated by staff in the proposed budget. As you are aware, the revenues included in the budget are best estimates at this time. However, if unanticipated revenue sources become available during the fiscal year, your authorization to appropriate the funds through budget amendments after budget adoption will allow funding of additional decision package items.

We have also included the completed Capital Improvements Program section in the budget document. This section of the budget includes a summary of the CIP plan, in draft format, from the proposed CIP document. We will be formally presenting this to the Council for approval in the near future.

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

In closing, this letter would not be complete without acknowledging your contributions to the development of this year's budget. Council's guidance and commitment to the City of Friendswood and its citizens allowed us to successfully achieve your goals for the budget process.

Respectfully,

Roger C. Roecker
City Manager

Changes to the FY11 Proposed Budget

Original Proposed FY11 Revenue General Fund Revenue Estimate	\$20,799,815
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Changes to Revenue:

Tax Levy Reduction (Effective Tax Rate Estimate .5870 to .5851)	(\$27,655)
Forest Bend Volunteer Fire Department Contract for Police Dispatch Services	12,000
Reduce Intergovernmental Revenue - PD Grants (will appropriate funds upon receipt)	(17,000)

Total Changes to Funding Available	(\$32,655)
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Adopted Proposed FY11 Revenue Estimate	\$20,767,160
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Original Proposed FY11 General Fund Expenditure Estimate	\$20,799,815
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Changes to Expenditures:

Police Department/Communications Division Overtime (Forest Bend Contract)	\$12,000
Winter Pool Closure Savings	(8,000)
Un-appropriated balance (in ASO Department)	(53,818)
Street Maintenance	(200,000)
Activity Building Floor Replacement	(35,200)
Employee Merit	135,000
New Patrol Officer (Mid-year)	56,280
Increase Fire/EMS Pay	9,804
Increase Volunteer Medic Shift Stipends	21,600
Teen Court	14,500
Municipal Clerk Consultant Contract	12,000

Total Changes to Expenditures	(\$35,834)
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Adopted Proposed FY11 Expenditure Estimates	\$20,763,981
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Use of Fund Balance (General Fund):

Street Maintenance	\$100,000
Activity Building Floor Replacement	35,200
City Hall Window Repair	37,000
Mower	6,000
Appropriate Library Fund Reserves for Library Parking Lot	25,000

Total Use of Fund Balance (General Fund)	\$203,200
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Water and Sewer Fund Expenditure Increase
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Employee Merit	\$14,995
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CITY OF FRIENDSWOOD

July 30, 2010

Honorable Mayor and City Council:

In accordance with City Charter requirements, presented herewith is Friendswood's proposed budget for Fiscal Year 2010 – 2011.

As in previous years, a balanced budget is delivered to the Mayor and City Council based on Staff's projections of the necessary revenue and expenditures to meet existing and anticipated service level requirements. It is the result of several months of preparation by City Staff and we look forward to discussions with Council during upcoming budget work sessions on the information presented within this document.

We appreciated the opportunity to discuss the Multi-Year Financial Plan at the City Council and Staff retreat that was held on July 24th. The development of this strategic plan will help us make tough decisions in the upcoming years. As we discussed, the annual budget and Multi-Year Financial Plan are interrelated. During the budget work sessions, Staff will provide greater detail on the key components of the budget, including revenue and expenditure budget "drivers" and departmental decision packages. In the future, Staff hopes to schedule work sessions with Council prior to delivery of the proposed budget as we believe this results in a proposed budget that incorporates both Council's and Staff's perspective on the City's needs.

This document is intended to provide a budgetary operational overview and offer recommended action plans and options. In addition, the proposed operating budget is consistent with the City Charter, as it directs 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."

Our budget process continues to be a collaborative effort of senior Staff working together to take a City-wide view of the needs and available resources. With this as their charge, the team uses a prioritization process to allocate financial resources throughout the City. The constraints of this budget proposed a unique set of challenges for staff. The process requires cooperation, respect and trust from all members. Once again this year, our budget team has proven its capabilities and professionalism in the process.

Staff developed the proposed budget based on the projected effective tax rate. The Mayor and Council are provided options in the form of operational and strategic decision packages. At their discretion, provided the budget remains balanced, the Mayor and Council may add or remove decision package items.

This year's budget document includes the ongoing development of performance measures. In doing so, information is presented on how well City services meet the

needs of our citizens and customers. Consistent improvements to our budget document have resulted in the City earning its seventh consecutive Government Finance Officers Association Distinguished Budget Presentation Award in fiscal year 2009-2010.

Several years ago the City Council made a very important financial decision. This 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 practice leaves the City better prepared, financially, in the event of any catastrophic occurrence while also accumulating funding for future capital projects. This policy supports funding ongoing programs with ongoing revenue sources and matching 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 AA- for the water and sewer revenue bonds issued in August 2009. The rating upgrade will result in savings in interest expenses over the life of these bonds.

In 2009-2010, Friendswood's population continued a modest growth and is currently estimated to be 37,980. Consistent growth is expected this year and Staff is hopeful that development in several new subdivisions will continue and accelerate in the near future. As the City's revenue sources hold at current levels or possibly decline, demands on City services are expected to continue as population growth occurs. The need to identify alternative revenue sources, especially in the General Fund, is becoming increasingly important.

The City will continue to seek and take advantage of any available federal, state and local grant revenue opportunities. In fiscal year 2009-10, the City received more grant funding than in any one year in the City's history, including:

- A \$2.55 million Texas Department of Rural Affairs disaster recovery grant which makes improvements to Fire Station #3 as well as natural gas generators for Fire Stations 1 and 2 and natural gas generators for Surface Water Station #1, Water Well #2 and 33 of Friendswood's 35 Lift Stations.
- A \$2 million grant from the Economic Development Administration for the installation of water and sewer infrastructure in the City's 'panhandle' area, near FM 2351 and Beamer Road.
- An \$86,365 grant from the State Energy Conservation Office for new air conditioning units at City Hall and the Public Library.

Key Budget Objectives

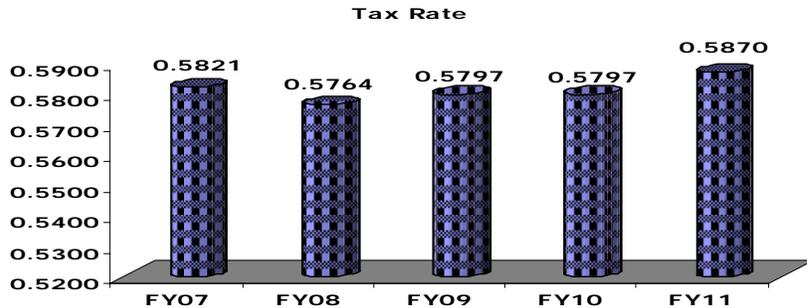
- Deliver existing public services at the service level mandated by City Council
- Protect and promote the City's human infrastructure in the delivery of City services with competitive pay and compensation based on merit
- Maximize alternative revenue streams to supplement property tax revenue
- Keep the cost for the delivery of public services as competitive, effective and efficient as possible

Property Taxes

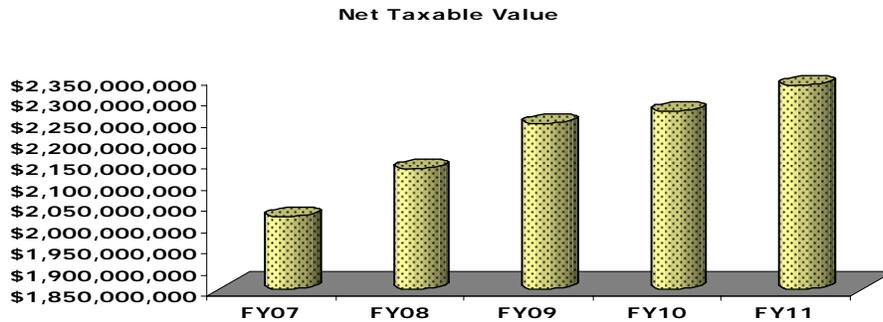
Again this year, the City's largest single revenue source is property taxes. Preliminary property values from Galveston County Central Appraisal District and from Harris County Appraisal District totaling \$2,332,913,265 were used in our 2010-2011 revenue estimates. Certified values are expected to be received from Galveston Central Appraisal District and Harris County Appraisal District by the end of August. Upon receipt of certified numbers, our property tax revenue projections will be discussed with Council in upcoming work sessions and adjusted accordingly. The preliminary values indicate a slight decline in values in both counties.

The proposed budget includes Staff's projection of the estimated effective tax rate, \$0.5870. This rate consists of a maintenance and operation (M&O) tax rate of \$0.5217 and an Interest and Sinking (I&S) tax rate of \$0.0653. The revenues related to maintenance and operations are included in the General Fund. The Interest and Sinking revenues (also known as debt service) are included in the Tax Debt Service Fund.

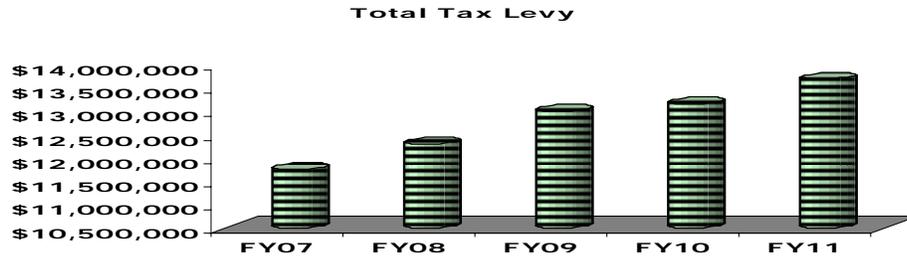
The effective tax rate generates the same tax levy for the same properties from one year to the next. If values go up overall, the effective rate decreases. If values go down, the effective rate increases.



In tax year 2009 (2009-10 fiscal year), based on preliminary estimates, we projected our value at \$2.271 million. The actual values for this tax year are \$2.345 million. This has resulted in tax levy that is greater than we budgeted. This amount is equivalent to approximately \$325,000 in revenue. The proposed budget is based on projected values of \$2.332 million.



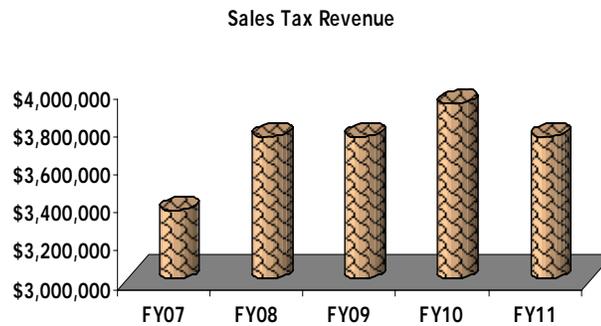
The tax levy is the net taxable value multiplied by the tax rate. The levy becomes our revenue projection. For the 2010 tax year, we project revenues of \$13.6 million. The increase from the prior year includes the recognition of the additional values discussed previously (\$325,000) and levy for new construction (\$269,648).



General Fund

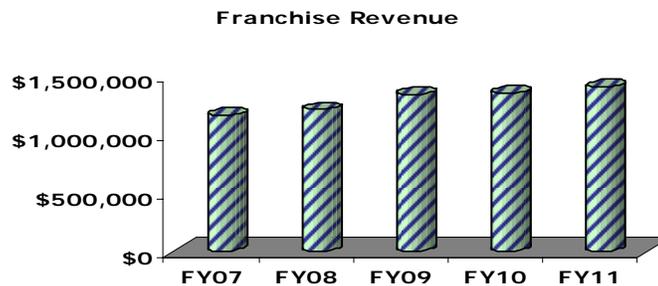
The largest revenue source in the General Fund is property taxes. This year's proposed budget includes property tax revenue of \$12,270,575 in the General Fund. The second largest source of revenue in the General Fund is Sales Tax. Historically, the sales tax revenue grew annually. However, based on year to date collections, the current economic environment and acknowledgment that sales tax volatility has caused many cities tremendous budget difficulties, the current year end and next year's budget projection is \$3,748,428. The projected revenue is near 2008-09 levels.

Year	Sales Tax
FY07	\$3,359,100
FY08	\$3,750,000
FY09	\$3,750,000
FY10	\$3,923,944
FY11	\$3,748,428



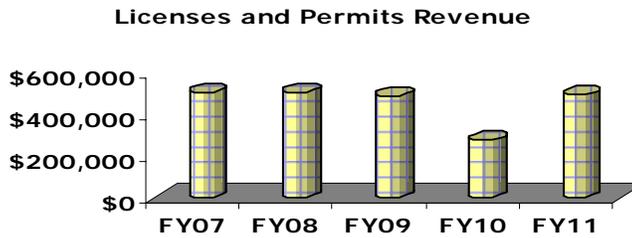
Franchise Fee and Right-of-Way Access revenue is forecasted to exceed 2009-10 budget estimates by approximately \$54,300 or 4%. Projections for 2010-2011 are expected to be at the same collection level as 2009-10.

Year	Franchise
FY07	\$1,158,800
FY08	\$1,211,000
FY09	\$1,345,700
FY10	\$1,350,440
FY11	\$1,404,742



Revenue from Building Licenses, Permits and Plan Check Fees is largely based on residential building permits. Due to the economy and home building market, our estimates for fiscal 2009-10 represented very conservative building starts. Fortunately, our actual experience is better than anticipated. This trend is expected to continue in 2010-2011, therefore, projected revenue in this year's budget is \$496,222; up 79.5% from the current year's budget.

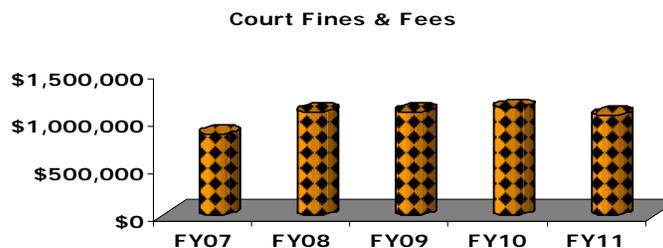
Year	Revenues
FY07	\$506,200
FY08	\$507,539
FY09	\$488,343
FY10	\$276,506
FY11	\$496,222



Municipal Court fines and forfeitures are another significant general fund revenue source. Fiscal year 2009-10 revenue is expected to be approximately \$1,062,000 which is less than the adopted budget. During the budget process, we will explain the impacts on the revenues and subsequent collection rates.

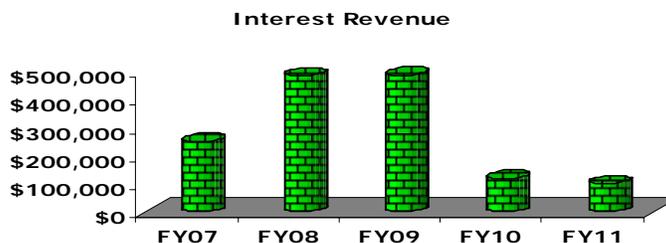
Efforts by the City's contracted collection agency, since April of 2008, have proven beneficial in recovering delinquent balances. In addition, the City participated in the state-wide warrant round-up in March of 2010 in efforts to collect outstanding balances. The Proposed Budget for 2010-2011 also 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. This year's proposed budget includes funding of \$5,400 for Court building security expenses.

Year	Revenues
FY07	\$853,470
FY08	\$1,078,700
FY09	\$1,080,000
FY10	\$1,125,051
FY11	\$1,047,212



Prior to fiscal year 2007-2008, interest income was a significant general fund revenue source. Since that time, changes in the economy and interest rates have caused a drastic decline in investment earnings over the past three years. Similar trends are expected for fiscal year 2010-2011. As a result, the revenue estimate for the proposed budget is \$100,000 or 16% less than the current year's budget and 4.7% less than current year end projections. With the oversight of the Investment Committee, investments are managed according to the City's Investment Policy.

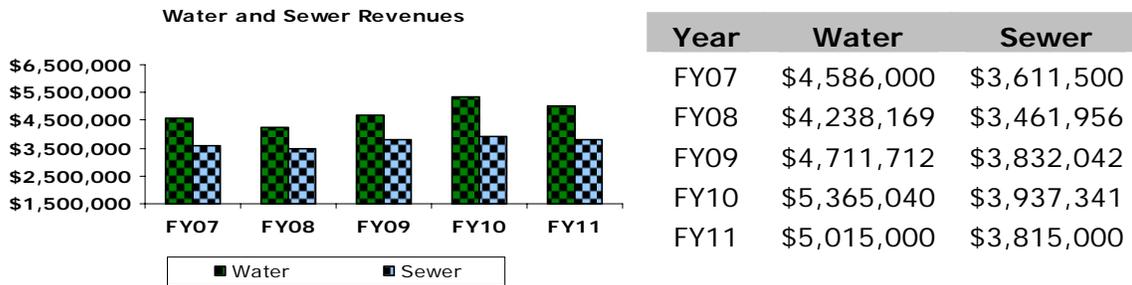
Year	Revenues
FY07	\$249,072
FY08	\$483,871
FY09	\$484,045
FY10	\$119,150
FY11	\$100,000



Water and Sewer Fund

Compared to the two previous years, increased rainfall is resulting in less water consumption. As a result, water and sewer revenue projections for fiscal year 2009-2010 are not expected to meet budget projections. Budgetary shortfalls will be covered with the fund's working capital and a reduction of direct operating expenses.

The projections for 2010-11 reflect this reduced consumption projection. The 2010-11 estimated water revenues are \$5,015,000. This is a decrease of \$350,040 or 6.5% from the current year's budget. Sewer revenue is budgeted at \$3,815,000 or 3.1% less than the budget for 2009-2010. The water and sewer funds' rate structure, billing methodology, and projected future rates will be discussed with the Mayor and Council at a future budget work session.



Expenditures

City Staff began planning for Fiscal Year 2011 by recognizing the challenges facing our local, regional and national economies. Many city budgets across the State of Texas are seeing a number of cutbacks in light of decreasing revenues. This year, City Staff is presenting a budget that we believe will maintain the level of services that we currently provide, while still finding ways to decrease our operating budget by more than \$126,000.

Our responsibility, as directed by City Council's Vision Statement, is to provide a safe place for people to "live, work, play and worship." The key to the City's continued progress is its infrastructure. By infrastructure, we refer to the physical streets, drainage, parks, facilities, and water and sewer improvements as well as the City's human infrastructure – its employees. With resources, perhaps, more limited than ever, adding to the existing work programs has been a challenge to incorporate in this year's proposed budget.

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. To address the need to preserve and protect this "Human Infrastructure," a compensation and classification study was completed in fiscal year 2007-2008. The compensation and classification study and subsequent pay plan adjustment has provided internal equity among the employees and keeps our City competitive with other municipalities.

While City Council and Staff recognize the need to maintain our pay plan structure and compensate the employees who strive daily to provide the City services expected by our citizens, this year's budget estimate is very lean. Therefore, the proposed budget, as in previous years, does not include cost of living adjustments (COLA) or "across the board" pay increases. However, the remaining unappropriated

funds in this proposed budget (\$53,818) have been set aside as a partial source of funding for employee merit increases. This pay plan management issue remains an item for further discussion with Council in an upcoming workshop.

There were significant funding challenges related to our employees. After an exceptional year last year (with no increase), our health insurance premiums will rise by 9%. Through its inter-local partnership with the cities of Webster and Dickinson, the City was able to lower this increase from the initial percentage of 17% to 9%. In addition, we were challenged with an increase in Texas Municipal Retirement System (TMRS) contribution rate. We will discuss these issues in greater detail during a future work session.

On the cost reduction side, changing long-term disability insurance providers will result in a decrease to the City's total expense of about \$15,837 or 50%. Employee safety in recent history has also resulted a workers' compensation rate decrease and estimated savings of about \$15,823 in this year's proposed budget.

In addition, Staff reviewed departmental budgets to determine areas of historical spending and savings trends to reduce base budget projections by approximately \$126,813.

No new full-time or part-time positions are included in the budget.

A conscientious approach has been taken with other expenditures included in this year's proposed budget.

Street improvements continue to be an area of importance in the year's budget. However, competing demands for 2010-2011 resources have resulted in a proposed budget for concrete and asphalt street repairs and sidewalk improvements of \$200,000 for the second consecutive year. The City completed a Street Pavement Master Plan in fiscal year 2007-08. The Plan included an evaluation of street conditions and all future projects were prioritized. These projects will be reflected in the City's capital improvement plan. We are currently making plans for almost \$3.5 million in street improvements with General Obligation bonds that were authorized several years ago, but have not been issued.

Community Services Programs, Parks and Facilities enhance the quality of life in Friendswood. Included in the budget for 2010-2011 are funds for the following Community Services programs:

- Summer Day Camp program expansion (with associated fee increase) - \$7,800
- Activity Building floor replacement - \$35,200
- A contingency for facility and equipment maintenance - \$20,000
- Phase 5 of the fully accessible playground at Stevenson Park (Park Land Dedication Fund fee supported) - \$50,000

The proposed budget also includes the following expenditure increases:

- Fuel (in impacted departments) - \$25,000
- Legal services (based on historical expenditure trends) - \$50,000

The budget also proposes the following items through tax debt service funding:

- Computer network refresh - \$330,750 (3 year capital lease)
- Senior Program bus - \$84,140 (3 year capital lease)

As the City goes into its seventh contract year with the Friendswood Volunteer Fire Department (FVFD) to provide fire and emergency management services to the City, limited funding resources do not allow for an adjustment to the contract amount for 2010-2011. The City continues to pay a fee of \$10 per run to the FVFD Equipment Replacement Fund (the same fund used to collect the voluntary donations from City utility bills) to assist in the replacement of capital equipment. This fee is projected to be approximately \$27,800 for 2009-2010 and the same for 2010-2011.

The proposed budget includes Fire/EMS donations revenue of \$251,209. The following items are included in the budget for the FVFD using this funding source.

- Annual debt service for a fire truck purchased in 2008-09
- The following equipment purchases are proposed to be funded by a combination of 2010-2011 projected donations and FVFD resources.
 - Medic car (unit 43) - \$31,000
 - Replace Engine 22 - \$62,000 (first year payment of 8-year capital lease)

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 twelfth year of our Vehicle Replacement Fund (VRF). This fund allows us to "finance" our vehicle purchases internally. 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 twelve Police Patrol units, one Police Animal Control truck, one Fire Marshal truck, one Municipal Court vehicle, one Community Service truck, four Public Works trucks and one Community Development truck to be replaced in 2010-2011.

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 \$7.05 million by the end of the current fiscal year. According to the financial policies, "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 2010-2011, we expect to fully fund the emergency reserve amount of \$5.1 million with almost \$1.7 million remaining for capital improvements.

The City's discipline and adherence to our financial policies has allowed the City to commit additional undesignated funds to a number of projects. In fiscal year 2009-10, Council's commitments include \$1 million for a new animal control facility, \$270,000 for the Stadium Lane on-street parking project, and \$701,191 for the City's portion of the FM 518 drainage improvements project cost sharing agreement

with Galveston County. Council has also committed \$1 million to help fund the Harris County Mud Gully detention project. The \$1.7 million balance is after these commitments.

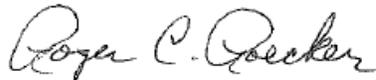
The Water and Sewer and General Funds are each budgeted to operate independently, within their own financial means. Approximately \$906,000 of working capital was set aside for the City's cost share match on the FM 2351/Beamer Road infrastructure project. Water and Sewer Fund retained earnings are estimated to reach \$7.97 million at year end 2009-2010. The City's 90-day emergency reserve will be fully funded at \$1.3 million. When rates were reduced in October 2009, a periodic draw down of the retained earnings (working capital) balance was incorporated in the rate structure. Therefore a portion of the undesignated \$6.67 million is used in the rate plan and the remainder will be available for future Water and Sewer capital improvements.

Conclusion

As economic challenges continue to emerge for our nation and City, greater strain is placed on our current resources. We are faced with the needs to continue supporting current service levels as well as address short and long-term initiatives. Focusing on the City's Multi-Year Financial Plan will help us develop solutions to meet the long-term expectations. As a Staff, we make decisions and work daily to accomplish our goals by embracing our motto, "**F**riendswood on **T**RAQ", which is an acronym for the City Staff's core values: **T**rust, **R**espect, **A**ccountability and **Q**uality.

As previously mentioned in this letter, our budget process is a cooperative one that requires teamwork by our Staff. The efforts of the entire budget team are greatly appreciated; however, we especially want to thank the Administrative Services Staff, led by Department Director, Cindy Edge, and supported by Katina Hampton and Jennifer Walker, for their many hours of hard work. We take great pride in being part of a Staff dedicated to serving the citizens of Friendswood. It is our pleasure to present this budget to Council and we are prepared to discuss its details with you. We also look forward to its adoption and implementation in the upcoming year.

Respectfully,



Roger C. Roecker
City Manager

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	
	■	■	■	■	■	■	■	■	■	■	1) Communication
	■	■	■	■	■	■	■	■	■	■	2) Economic Dev.
	■	■	■	■	■	■	■	■	■	■	3) Preservation
	■	■	■	■	■	■	■	■	■	■	4) Partnerships
	■	■	■	■	■	■	■	■	■	■	5) Public Safety
	■	■	■	■	■	■	■	■	■	■	6) Organizational Dev.

Budget Calendar

April 26, 2010	Budget materials and instructions to department directors
June 2010	Revenue projections and review preliminary budget priorities
June 2010	Review of departmental budgets and rate structures
July 2010	Preparation of Proposed Budget
July 24, 2010	Discuss budget process with Council and identify budget priorities
July 30, 2010	Proposed Budget delivered to Council
August 02, 2010	Deliver notice of public hearing on budget to newspaper
August 04, 2010	Post 72 hr. meeting notice of 8/09 work session and Publication of public hearing on the budget
August 09, 2010	Council work session on the budget
August 11, 2010	Post 72 hr. meeting notice of 8/16 work session
August 16, 2010	Public hearing on the budget and Council work session on the budget
August 18, 2010	Post 72 hr. meeting notice of 8/23 work session
August 23, 2010	Council work session on the budget
September 08, 2010	Post 72 hr. meeting notice of 9/13 work session
September 13, 2010	Council work session on the budget
September 20, 2010	Deliver effective and rollback tax rate notice to newspaper
September 22, 2010	Publication of effective and rollback tax rates
September 27, 2010	Post ordinances for budget and tax rate
September 29, 2010	Post 72 hr. meeting notice to adopt on 10/04 (budget and tax rate)
October 04, 2010	First & final reading of ordinances adopting 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

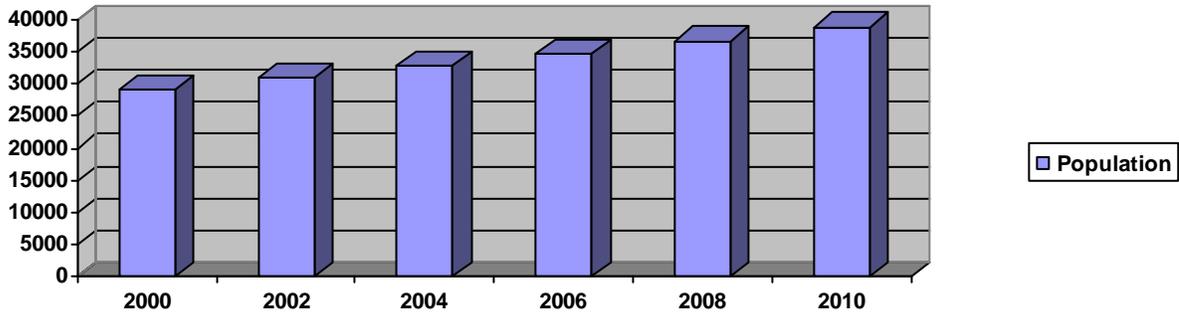
Friendswood is conveniently located between Houston and Galveston, just 20 miles southeast of Houston - the nation's fourth largest city in southern Harris and northern Galveston Counties. The city is in the middle of the Houston bio-corridor, including the world-renowned Texas Medical Center in Houston 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 Pearland Regional Airport.

In 2007 and 2009, Money Magazine named Friendswood one of the Top 100 Best Places to Live in the United States. And in 2009, Friendswood was recognized as one of BusinessWeek Magazines' Best Affordable Suburbs in the U.S. Cities making the list have the best combination of economic opportunity, quality schools, public safety, leisure activities, diversity and health care options.

Demographics

The City's 2000 census was 29,037. As of June 2010, the population is estimated to be 37,980. 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 to surpass \$105,000. Income levels mirror educational attainment and Friendswood residents reflect an educationally accomplished profile with 92 percent of adult residents that possess a high school diploma and 52 percent earned college degrees from bachelor's to professional and doctoral levels. 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 213.07 full-time equivalent employees. The City's police protection is provided by 56 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 four 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 lines and sewer mains with 38 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 596 patrons per day with a circulation of 350,892 in 2009 and over 17,670 youth attended programs during 2009. 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's upscale suburban landscape includes thirteen cities: Friendswood, Clear Lakes Shores, Dickinson, El Lago, Houston, Kemah, La Porte, League City, Nassau Bay, Pasadena, Seabrook, Taylor Lake Village and Webster. The estimated population for the area exceeds 450,000 with a strong work force of 236,000.

The Friendswood/Bay Area regional economy is home to more than 14,780 business establishments. The area's anchor industries are aerospace and specialty chemicals, each with an annual economic impact of \$1 billion. The third industry combines a diverse set of high technology clusters including: bio-pharmaceutical, bio-technology, integrated computer systems, software development and technical services. The fourth industry recreation and tourism, combines cruise lines and boating, which draws much of its patronage from outside the area.

Aerospace

The Friendswood/Bay Area Houston region is home to NASA – Johnson Space Center and over 50 aerospace contractors and subcontractors. NASA-JSC employs approximately 3,000 federal employees and more than 14,000 contractors, about 8 percent of the region's work force.



High Technology Clusters

Technology sub-industries like bio-pharmaceuticals, bio-technology, computing hardware and software, information storage and retrieval, measurement and controlling devices command a significant and growing presence in 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.



Specialty 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. Expansions at the Port of Houston, Bayport Industrial District, and widening of the Panama Canal will help support the long term economic growth of this sector.



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 dining and regional sports. Each year, four million tourists from all 50 U.S. states and many foreign countries visit Bay Area Houston.



Issues Impacting the City

In fiscal year 2009-2010, work began on projects included in the 2008 Galveston County general obligation bond election. Friendswood has received about 50% of the funding reimbursement for the FM 518 drainage improvements project. The City's financial commitment to this project is \$1,078,191. Other projects included in the 2008 Galveston County G.O. Bond election total about \$7.5 million and are expected to commence within the next 5 years. Work is also underway on the FM 2351/Beamer Road utility improvement project which is being substantially funded through an Economic Development Administration grant totaling \$2 million. The City's

contribution to this project is approximately \$906,000. Completion of this project will encourage growth in the northern panhandle section of the City which will likely result in property and sales tax revenue generation. In August 2009, the City issued revenue bonds totaling, \$12.3 million to fund water and sewer system projects. In fiscal year 2009-2010, utility improvement projects including rehabilitation of water plants 2, 5 and 6 began. Other projects included in the bond issue are projected to begin within the next 5 years.

Plans are also underway for design and construction of a new animal control facility to replace the City's existing facility. The new facility has a possible expected completion date of late fiscal year 2010-2011.

The effects of the country's economic downturn have become more evident in Friendswood's budget development process this year. Several revenue sources, including sales tax and investment earnings have been affected. Although the City has experienced a reasonable amount of residential property growth, commercial property growth has slowed and preliminary property valuations are showing a slight decline in 2010. This will have an affect on our largest revenue source; property taxes.

As a result, efforts have increased to seek new revenue streams. The City has and continues to apply for federal and state grant funding for various projects and operational costs. Information on the results of these efforts will be monitored closely in fiscal year 2010-2011.

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. Since its development, City Council and staff has worked to keep the plan updated to consider the City's ever changing needs. 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 (estimated as of 9/3/10)	\$2,336,118,472
Tax Rate per \$100 Valuation	\$0.5851
Square Miles	approx. 23
Population, Estimated as of 6/01/10	37,980

Staffing

	FY10	FY11
Full-time employees (FTE)	200.00	201.00
Part-time employees (FTE)	13.07	13.07
Total employees	213.07	214.07

Number of Utility Customers as of 6/03/10

Water	11,999	12,154
Sewer	11,212	11,324

Utility Rates - (Billed Bi-monthly)

Monthly Water Rates

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

First 3,000 gallons per month	\$15.50
Above 3,000 gallons, per 1,000 gallons	\$ 2.90

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	\$10.00
Above 3,000 gallons, per 1,000 gallons	\$ 2.90

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

First 3,000 gallons per month	\$ 7.75
Above 3,000 gallons, per 1,000 gallons	\$ 2.90

Monthly Sewer Rates

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

First 3,000 gallons, based on 100% water consumption:	\$15.00
Above 3,000 gallons, based on 70% water consumption:	\$ 2.90

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

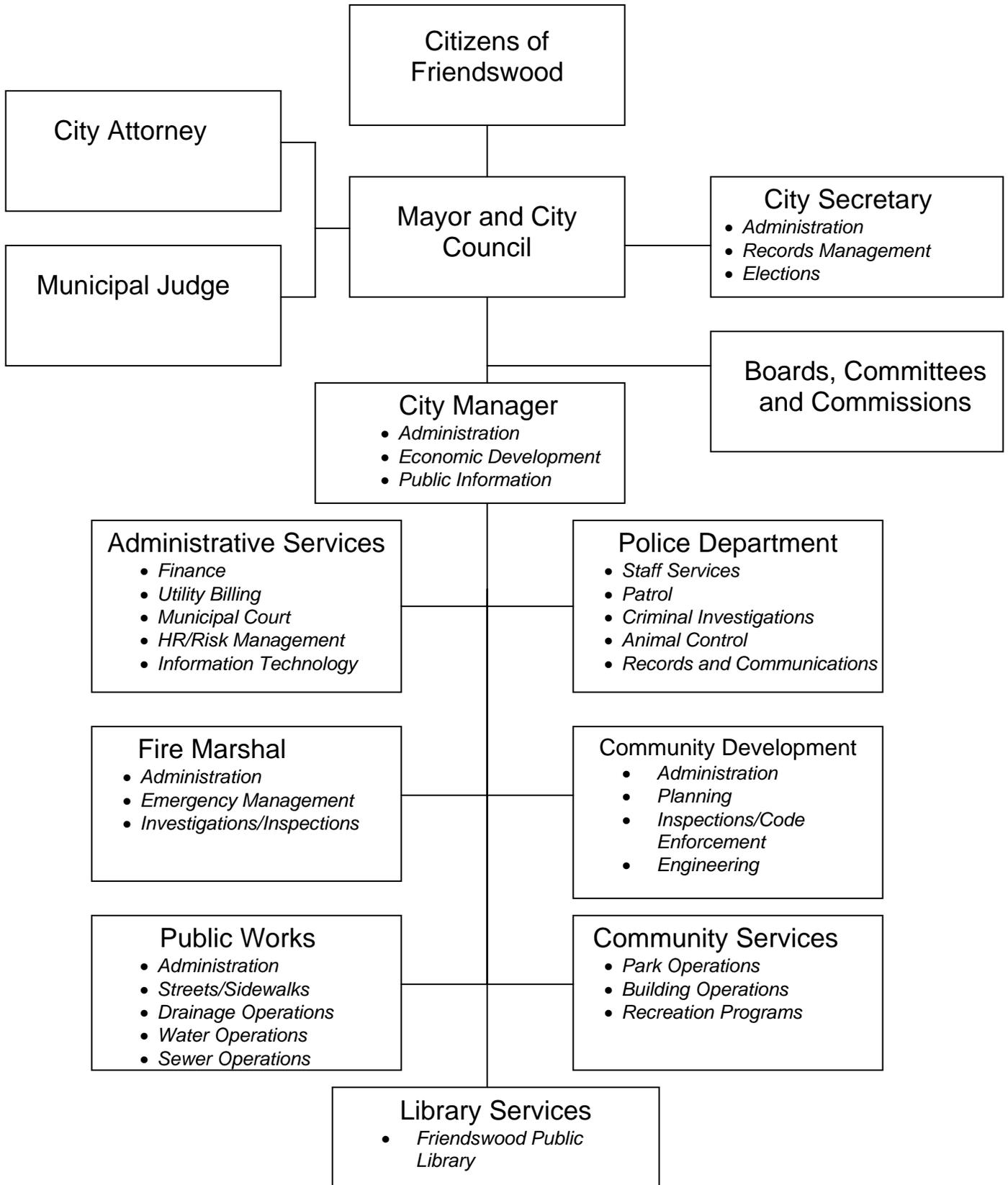
First 3,000 gallons, based on 100% water consumption:	\$ 9.50
Above 3,000 gallons, based on 70% water consumption:	\$ 2.90

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

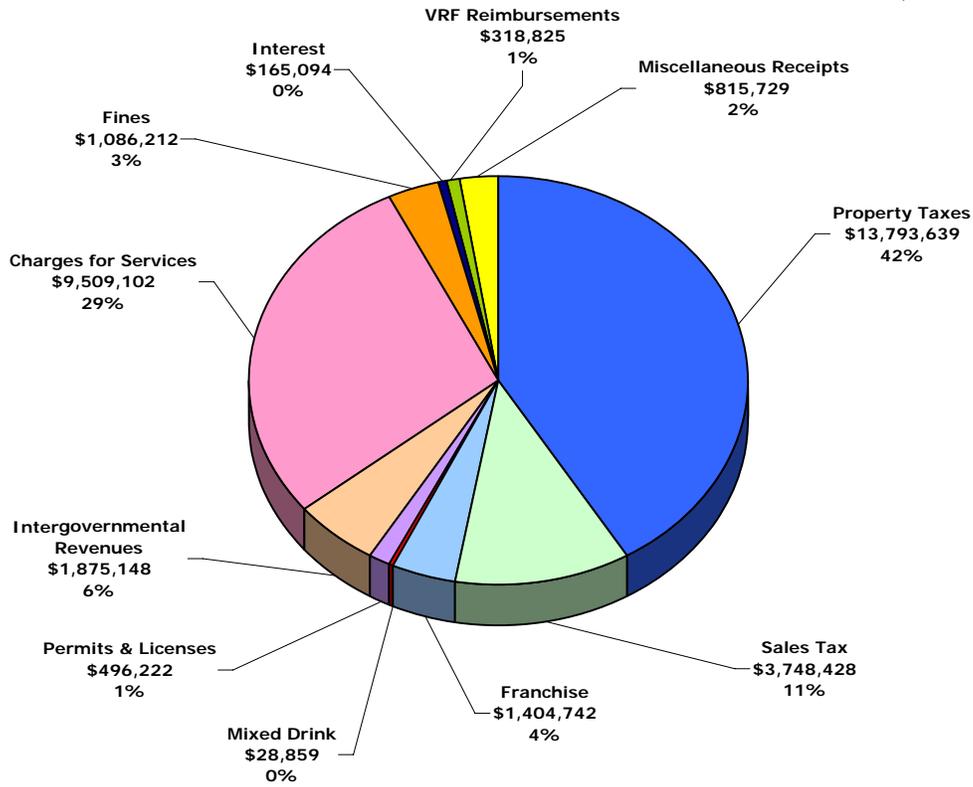
Monthly Sanitation Rate

\$12.99 + tax (Includes curbside recycling fee)

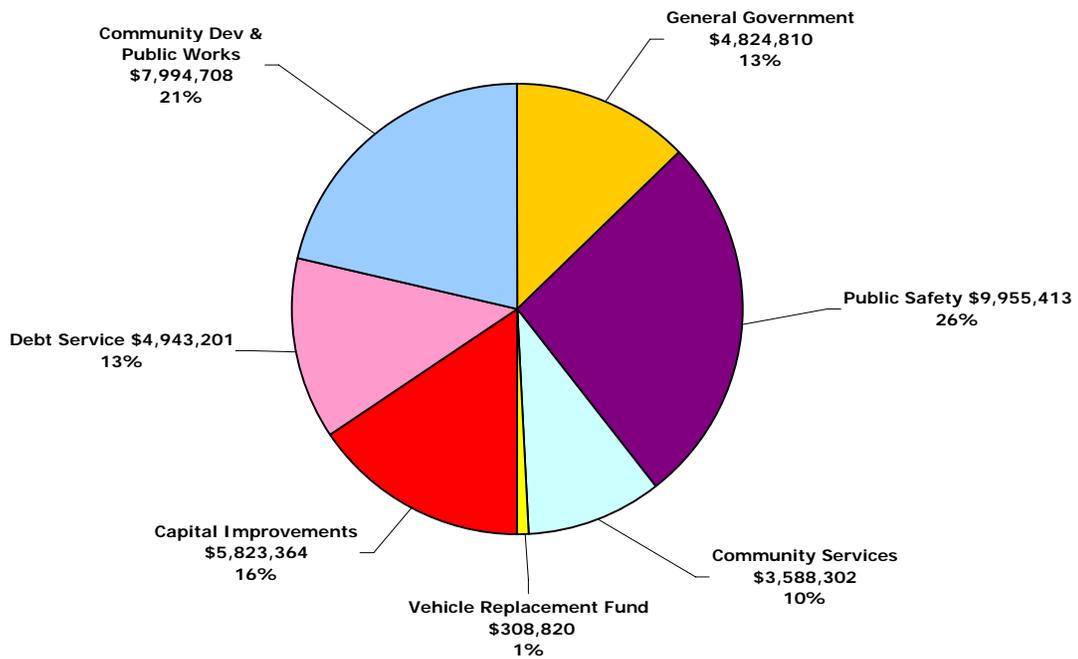
CITY OF FRIENDSWOOD Organization Chart



**FY11 Adopted Budget Revenue
(all funds)**



**FY11 Adopted Budget Expenditures
(all funds)**



* Fund balance and retained earnings used in several funds for operational expenses in FY11.

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
Taxes	\$18,763,998	\$18,766,213	\$18,766,213	\$16,345,165	\$18,770,012	\$18,975,668
Permits and Licenses	641,467	276,506	276,506	369,806	489,600	496,222
Intergovernmental Revenues	5,779,507	162,133	1,871,243	1,289,512	2,291,247	1,875,148
Charges for Services	11,898,465	9,805,809	9,805,809	6,014,020	9,353,406	9,509,102
Fines	1,143,102	1,172,151	1,172,151	817,710	1,100,740	1,086,212
Interest	294,829	230,350	230,350	99,577	179,710	165,094
VRF Reimbursements	318,825	317,051	317,051	236,225	317,051	318,825
Miscellaneous Receipts	1,977,468	776,600	799,037	711,669	837,331	815,729
Total Revenues	\$40,817,661	\$31,506,813	\$33,238,360	\$25,883,684	\$33,339,097	\$33,242,000
EXPENDITURES						
General Government	\$4,556,599	\$4,842,845	\$4,871,024	\$3,252,070	\$4,853,141	\$4,824,810
Public Safety	15,568,462	9,490,598	9,790,046	7,450,140	9,863,456	9,955,413
Community Development and Public Works	7,048,954	7,968,079	8,013,788	5,049,065	7,689,665	7,994,708
Community Services	3,477,525	3,542,990	3,643,958	2,447,579	3,659,434	3,588,302
Vehicle Replacement Fund	16,967	471,630	680,510	322,816	391,916	308,820
Capital Improvements	8,473,060	6,538,000	6,930,882	3,490,691	8,174,446	5,823,364
Debt Service	4,637,724	4,817,832	4,817,832	3,262,710	4,552,400	4,943,201
Total Expenditures	\$43,779,291	\$37,671,974	\$38,748,040	\$25,275,071	\$39,184,458	\$37,438,618

**

Totals exclude fund balance, reserves and interfund transfers.

** Amended budget includes prior year encumbrances.

*** Net income reflects use of fund balance or retained earnings for operational expenditures in the following funds:
General Fund, EDA Grant Fund, Water & Sewer Operation Fund, Sewer CIP/Impact Fee Fund and
2006 and 2009 Water & Sewer Bonds Construction Funds

Revenues and Expenditures by Fund

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
General Fund	\$26,277,835	\$18,968,014	\$20,697,311	\$17,185,490	\$21,018,924	\$19,623,529
Police Investigation Fund	15,218	33,200	33,200	52,087	52,123	47,641
Fire/EMS Donation Fund	235,224	242,600	242,600	180,783	242,063	251,309
Park Land Dedication Fund	163,327	60,400	60,400	36,242	48,323	50,000
EDA Grant Fund	0	0	0	210,971	260,775	1,739,226
Court Security/Technology Fund	46,773	47,100	47,100	28,582	38,109	39,000
Tax Debt Service Fund	1,651,137	1,902,167	1,902,167	1,854,639	1,873,980	1,557,532
GO Bond Construction Funds	2,681	0	0	699	699	0
Vehicle Replacement Fund	328,531	322,451	322,451	237,600	318,884	320,658
Water & Sewer Fund	11,745,960	9,610,381	9,612,631	5,680,616	8,960,773	9,114,000
2006 Water & Sewer Bond Construction Fund	24,644	0	0	5,246	6,995	7,000
2009 Water & Sewer Bond Construction Fund	5,543	0	0	12,205	16,273	16,500
Water & Sewer CIP/Impact Fee Funds	314,705	314,900	314,900	397,266	499,499	474,430
Water & Sewer Revenue Debt Service Fund	5,646	5,000	5,000	1,149	1,532	1,000
1776 Park Trust Fund	437	600	600	109	145	175
Total Revenues	\$40,817,661	\$31,506,813	\$33,238,360	\$25,883,684	\$33,339,097	\$33,242,000
EXPENDITURES						
General Fund	\$27,754,163	\$20,438,171	\$24,220,589	\$16,384,477	\$25,348,167	\$20,967,181
Police Investigation Fund	5,400	38,745	38,745	38,641	38,641	47,641
Fire/EMS Donation Fund	235,667	242,000	242,000	189,546	232,094	251,309
Park Land Dedication Fund	18,135	0	7,435	0	7,435	0
EDA Grant Fund	45,050	0	340,950	271,150	347,700	2,514,000
Court Security/Technology Fund	34,711	27,461	81,786	28,335	68,490	5,400
Tax Debt Service Fund	1,400,489	2,551,417	2,551,417	1,966,294	2,285,984	1,533,111
GO Bond Construction Funds	215,783	0	0	0	0	0
Vehicle Replacement Fund	16,967	471,630	680,510	322,816	391,916	308,820
Water & Sewer Fund	5,253,308	5,710,035	5,705,565	3,552,044	5,564,878	5,628,603
2006 Water & Sewer Bond Construction Fund	5,640,825	0	1,399,678	1,075,020	1,419,788	1,794,364
2009 Water & Sewer Bond Construction Fund	0	5,988,000	1,274,850	212,233	1,274,850	1,040,000
Water and Sewer CIP/Impact Fee Fund	248,424	0	0	0	0	0
Water & Sewer Revenue Debt Service Funds	3,158,793	2,204,515	2,204,515	1,234,515	2,204,515	3,348,189
Total Expenditures	\$44,027,715	\$37,671,974	\$38,748,040	\$25,275,071	\$39,184,458	\$37,438,618

**

Totals exclude fund balance, reserves and interfund transfers.

** Amended budget includes prior year encumbrances.

*** Net income reflects use of fund balance or retained earnings for operational expenditures in the following funds:

General Fund, EDA Grant Fund, Water & Sewer Operation Fund, Sewer CIP/Impact Fee Fund and
2006 and 2009 Water & Sewer Bonds Construction Funds

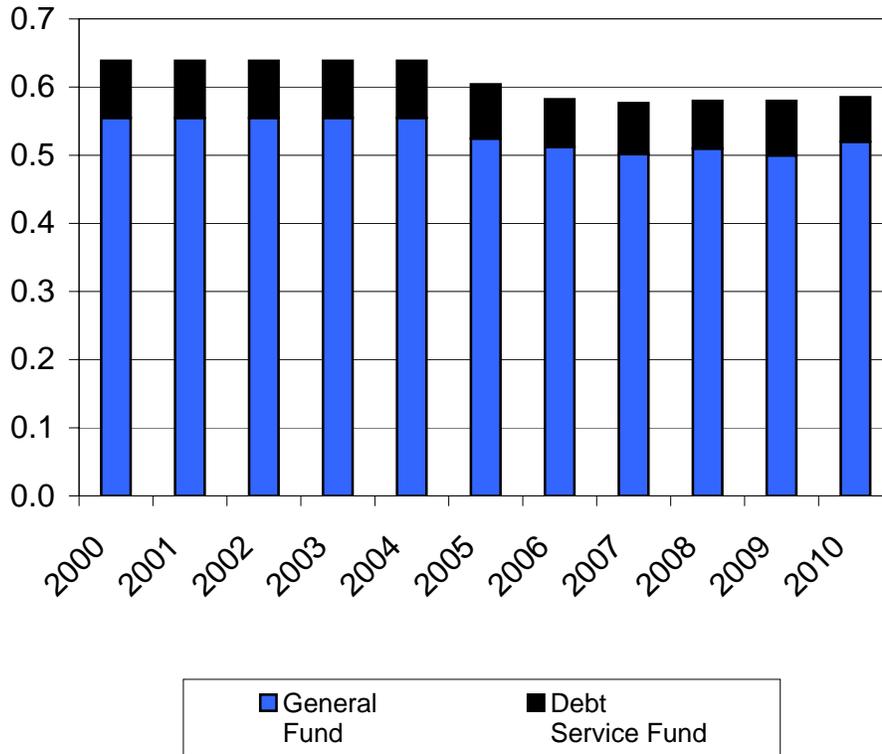
ESTIMATED AD VALOREM TAX COLLECTIONS - CURRENT ROLL

Net Assessed Value, estimated as of September 3, 2010	\$2,336,118,472
Divided by 100	100
Rate Base	\$23,361,185
Tax Rate	0.5851
Estimated Total Tax Levy	\$13,668,629
Estimated Collection Rate	100%
Adjusted Tax Collections, 2010-11	\$13,668,629

TAXABLE VALUE AND LEVY COMPARISON

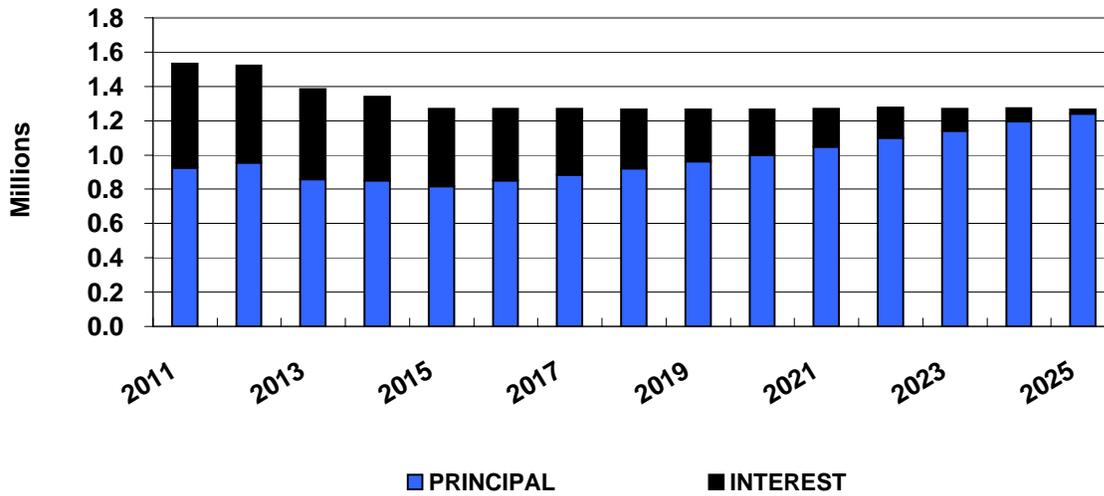
Fiscal Year Ending	Tax Year	Total Taxable Assessed Value	Homestead Exemption	Tax Rate	Total Tax Levy	Percent Increase Over Prior Year
1999-00	1999	\$1,133,824,245	20%	\$0.6385	\$7,239,468	15.1%
2000-01	2000	\$1,238,337,688	20%	\$0.6385	\$7,906,786	9.2%
2001-02	2001	\$1,388,238,684	20%	\$0.6385	\$8,863,904	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%
2008-09	2008	\$2,242,178,295	20%	\$0.5797	\$12,998,473	5.6%
2009-10	2009	\$2,271,459,062	20%	\$0.5797	\$13,167,648	1.3%
2010-11	2010	\$2,336,118,472	20%	\$0.5851	\$13,668,629	3.8%

Tax Rate Comparison



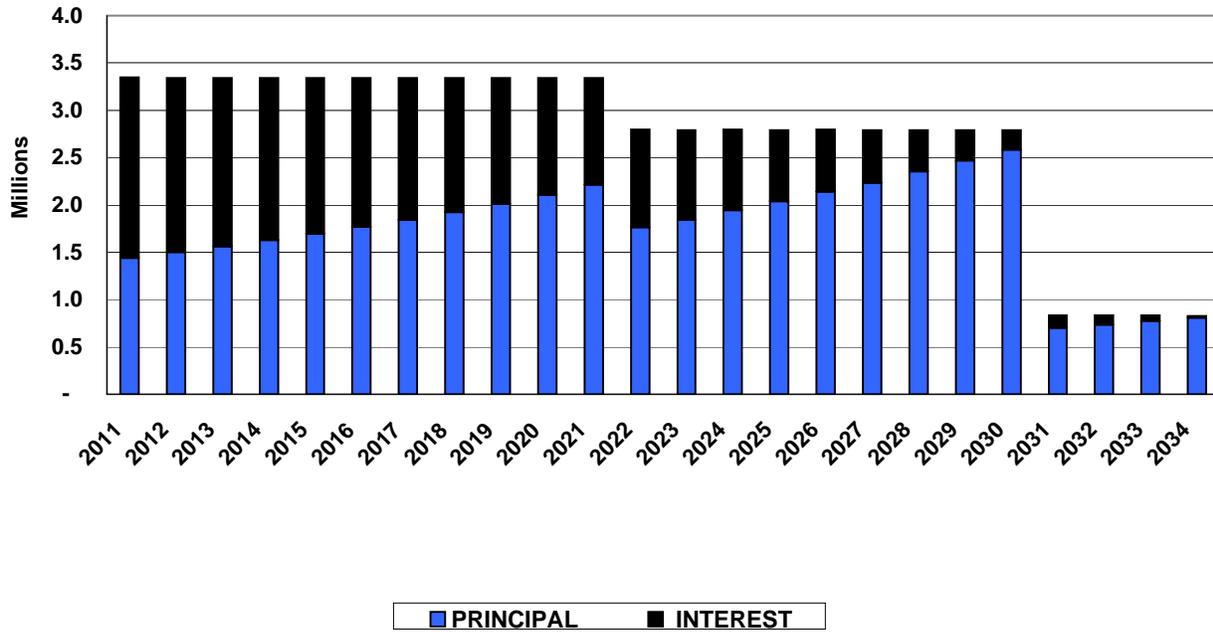
Fiscal Year	Tax Year	General Fund	Debt Service Fund	Total Tax Rate
2000-01	2000	\$0.5547	\$0.0838	\$0.6385
2001-02	2001	\$0.5547	\$0.0838	\$0.6385
2002-03	2002	\$0.5547	\$0.0838	\$0.6385
2003-04	2003	\$0.5547	\$0.0838	\$0.6385
2004-05	2004	\$0.5547	\$0.0838	\$0.6385
2005-06	2005	\$0.5243	\$0.0797	\$0.6040
2006-07	2006	\$0.5120	\$0.0701	\$0.5821
2007-08	2007	\$0.5016	\$0.0748	\$0.5764
2008-09	2008	\$0.5097	\$0.0700	\$0.5797
2009-10	2009	\$0.4997	\$0.0800	\$0.5797
2010-11	2010	\$0.5198	\$0.0653	\$0.5851

Tax Debt Service to Maturity



YEAR	PRINCIPAL	INTEREST	TOTAL
2011	884,599	647,912	1,532,511
2012	925,042	606,981	1,532,023
2013	954,288	567,581	1,521,869
2014	856,456	526,420	1,382,875
2015	848,751	490,228	1,338,979
2016	815,000	454,347	1,269,347
2017	850,000	419,808	1,269,808
2018	885,000	383,286	1,268,286
2019	920,000	345,673	1,265,673
2020	960,000	306,828	1,266,828
2021	1,000,000	265,828	1,265,828
2022	1,045,000	222,745	1,267,745
2023	1,100,000	177,298	1,277,298
2024	1,140,000	129,514	1,269,514
2025	1,195,000	79,401	1,274,401
2026	1,240,000	26,836	1,266,836
Total	<u>15,619,136</u>	<u>5,650,684</u>	<u>21,269,820</u>

Revenue Debt Service To Maturity



YEAR	PRINCIPAL	INTEREST	TOTAL
2011	1,440,000	1,904,689	3,344,689
2012	1,500,000	1,844,388	3,344,388
2013	1,560,000	1,783,356	3,343,356
2014	1,625,000	1,717,793	3,342,793
2015	1,695,000	1,648,874	3,343,874
2016	1,765,000	1,576,345	3,341,345
2017	1,845,000	1,498,976	3,343,976
2018	1,925,000	1,417,136	3,342,136
2019	2,010,000	1,330,614	3,340,614
2020	2,105,000	1,235,315	3,340,315
2021	2,210,000	1,130,576	3,340,576
2022	1,760,000	1,034,102	2,794,102
2023	1,845,000	946,809	2,791,809
2024	1,940,000	854,831	2,794,831
2025	2,035,000	757,836	2,792,836
2026	2,135,000	659,651	2,794,651
2027	2,235,000	556,123	2,791,123
2028	2,350,000	442,855	2,792,855
2029	2,465,000	327,626	2,792,626
2030	2,580,000	210,762	2,790,762
2031	700,000	133,500	833,500
2032	735,000	97,625	832,625
2033	775,000	59,875	834,875
2034	810,000	20,250	830,250
Total	<u>42,045,000</u>	<u>23,189,906</u>	<u>65,234,906</u>

**Sales Tax Revenue Comparison
FY07 through FY11**

Month of Receipt	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Estimate	FY11 Adopted Budget
December	276,877	250,722	298,303	260,495	265,764
January	267,543	264,013	255,853	234,223	256,767
February	449,317	439,442	464,418	410,108	431,444
March	276,848	252,870	286,124	263,868	265,764
April	277,662	245,673	252,281	238,361	266,513
May	394,827	370,119	395,728	421,258	378,966
June	282,667	279,300	282,894	283,722	271,386
July	293,728	264,371	255,228	273,342	281,882
August	413,843	406,077	425,494	425,494	397,334
September	263,060	311,949	283,275	255,228	252,642
October	284,512	248,913	258,538	283,275	273,261
November	423,519	434,077	413,858	399,054	406,705
Total	\$3,904,403	\$3,767,526	\$3,871,994	\$3,748,428	\$3,748,428

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. The City's audited financial statements include all funds noted in the budget document and classify them by major and non-major funds.

Governmental Funds

The City maintains several governmental funds. All governmental funds are budgeted and are presented separately. Each fund schedule includes revenues and expenditures for FY09 actual; FY10 Original and Amended budgets as well as year-to-date actual thru June; and the FY11 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
- Economic Development Administration Grant 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
- 2009 Water and Sewer Bond Construction Fund
- Water CIP/Impact Fee Fund
- Sewer CIP/Impact Fee Fund
- Water and Sewer Revenue Debt Service Fund

Internal Service Fund

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

- Vehicle Replacement Fund

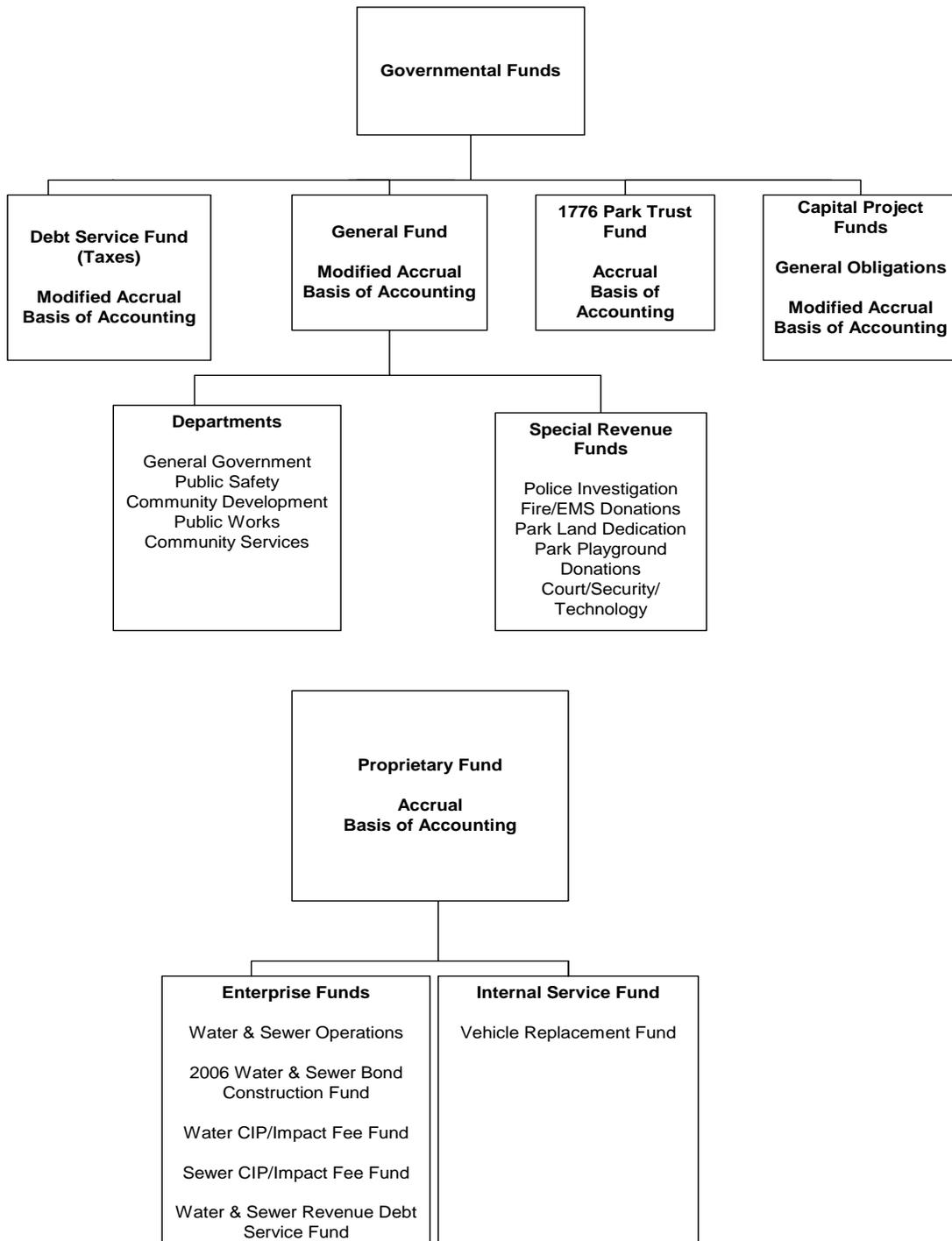
The following table correlates the City's fund uses by functioning unit.

FUND	DEPARTMENT									
	M/CC	CSO	CMO	ASO	PD	FVFD	FMO	CDD	PW	CS
General Operating										
Police Investigation										
Fire/EMS Donations										
Park Land Dedication										
Economic Development										
Court Security/Technology										
Tax Debt Service										
1776 Park Trust										
Water & Sewer Operating										
Water & Sewer Bonds										
Water CIP/Impact Fees										
Sewer CIP/Impact Fees										
Water & Sewer Tax Debt										
Vehicle Replacement										

M/CC – Mayor and City Council
 CSO – City Secretary's Office
 CMO – City Manager's Office
 ASO – Administrative Services Office
 PD – Police Department

FVFD – Friendswood Volunteer Fire Dept.
 FMO – Fire Marshal's Office
 CDD – Community Development Dept.
 PW – Public Works
 CS – Community Services

Fund Flowchart



General Fund

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

**General Fund (001)
Fund Summary**

	FY 09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
Property Tax	\$11,881,805	\$11,599,912	\$11,599,912	\$11,606,629	\$11,699,912	\$12,242,920
Sales Tax	3,871,995	3,923,944	3,923,944	2,108,110	3,748,428	3,748,428
Franchise	1,363,221	1,350,440	1,350,440	761,937	1,427,135	1,404,742
Mixed Drink	28,859	24,750	24,750	18,960	27,370	28,859
Licenses and Permits	641,467	276,506	276,506	369,806	489,600	496,222
Intergovernmental Revenue	5,779,507	162,133	1,871,243	1,078,541	2,030,472	135,922
Charges for Services	165,848	189,528	189,528	156,755	197,872	205,672
Fines and Forfeitures	1,096,329	1,125,051	1,125,051	789,128	1,062,631	1,047,212
Interest Earned	119,164	119,150	119,150	43,121	104,952	100,000
Other	1,329,640	196,600	216,787	235,503	213,552	213,552
Asset Disposition	0	0	0	17,000	17,000	0
Total Revenues	\$26,277,835	\$18,968,014	\$20,697,311	\$17,185,490	\$21,018,924	\$19,623,529
EXPENDITURES						
Mayor & Council	\$324,832	\$264,928	\$272,756	\$164,960	\$313,059	\$294,428
City Secretary	394,862	442,852	456,061	307,984	397,272	423,216
City Manager	819,385	806,244	850,614	565,750	847,272	844,127
Administrative Services	2,688,103	2,947,439	2,955,211	1,927,743	2,905,577	2,885,194
Police	7,373,522	7,410,936	7,466,676	5,720,231	7,563,067	7,857,463
Friendswood Volunteer Fire Dept	2,035,438	1,228,643	1,228,643	920,815	1,227,753	1,218,047
Fire Marshal	5,962,166	604,713	794,096	614,473	795,312	637,454
Community Development	945,066	1,189,746	1,216,466	845,050	1,199,368	1,311,851
Public Works	1,552,873	1,749,680	1,751,294	1,247,248	1,728,239	1,732,099
Library Services	917,792	932,135	949,230	682,467	940,273	969,426
Community Services	2,559,733	2,610,855	2,694,728	1,765,112	2,719,161	2,618,876
Total Operations	\$25,573,772	\$20,188,171	\$20,635,775	\$14,761,833	\$20,636,353	\$20,792,181
Streets	\$1,276,237	\$200,000	\$318,572	\$27,524	\$695,572	\$100,000
Drainage	369,657	0	2,822,016	1,474,667	2,822,016	0
Parks	57,244	50,000	158,005	120,453	158,005	50,000
Facility	477,253	0	286,221	0	1,036,221	25,000
Total Improvements	\$2,180,391	\$250,000	\$3,584,814	\$1,622,644	\$4,711,814	\$175,000
Total Expenditures	\$27,754,163	\$20,438,171	\$24,220,589	\$16,384,477	\$25,348,167	\$20,967,181
Operating Transfers In	\$1,188,405	\$1,102,198	\$1,102,198	\$872,390	\$1,512,439	\$1,143,631
Operating Transfers Out	(\$54,752)	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	(\$342,675)	(\$367,959)	(\$2,421,080)	\$1,673,403	(\$2,816,804)	(\$200,021)
Beginning Fund Balance	\$10,214,669	\$9,871,994	\$9,871,994	\$9,871,994	\$9,871,994	\$7,055,190
Ending Fund Balance	\$9,871,994	\$9,504,035	\$7,450,914	\$11,545,397	\$7,055,190	\$6,855,169

** Projected fund balance at September 30, 2010 is \$7.06 million. \$247,243 is designated and reserved. Undesignated fund balance is \$6.86 million, which includes a 90-day operating reserve of \$5.1 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."

Based on directive by City Council, a use of undesignated fund balance in amount of \$178,200 is included in the General Fund for street maintenance, Activity Building floor repairs, City Hall window replacements and a mower as well as a designation of \$25,000 will also be used from the General Fund Balance reserves for Library parking lot improvements. Prior to the above mentioned fund balance uses, the General Fund reflected an increase of \$3,179 to undesignated fund balance.

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 four fire stations and Friendswood volunteer fire fighting and emergency medical services personnel.

Economic Development Administration

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

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.

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 decision package during the budget preparation process to use the funds for specific park projects or submits a request to the City Manager and City Council for a supplemental appropriation.

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
Federal Government	\$5,580	\$24,400	\$24,400	\$39,353	\$39,353	\$42,231
State Government	9,216	8,300	8,300	5,257	5,257	5,260
Miscellaneous Receipts	175	0	0	7,369	7,369	0
Interest	247	500	500	108	144	150
Total Revenues	\$15,218	\$33,200	\$33,200	\$52,087	\$52,123	\$47,641
EXPENDITURES						
Public Safety						
Police						
Criminal Investigations	\$5,400	\$38,745	\$38,745	\$38,641	\$38,641	\$47,641
Total Expenditures	\$5,400	\$38,745	\$38,745	\$38,641	\$38,641	\$47,641
Increase (Decrease) in Fund Balance	\$9,818	(\$5,545)	(\$5,545)	\$13,446	\$13,482	\$0
Beginning Fund Balance	\$12,649	\$22,467	\$22,467	\$22,467	\$22,467	\$35,949
Ending Fund Balance	\$22,467	\$16,922	\$16,922	\$35,913	\$35,949	\$35,949

*

* Police Investigation Fund balance uses include the following:
 OSSI software maintenance agreement - \$33,241
 Drug Enforcement Agent (partial funding) - \$5,400
 Police Investigations operational expenses - \$9,000

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
Donations	\$234,711	\$242,000	\$242,000	\$180,736	\$242,000	\$251,209
Interest	513	600	600	47	63	100
Reimbursements	0	0	0	0	0	0
Asset Disposition	0	0	0	0	0	0
Total Revenues	\$235,224	\$242,600	\$242,600	\$180,783	\$242,063	\$251,309
EXPENDITURES						
Public Safety	\$157,225	\$180,100	\$180,100	\$127,645	\$170,193	\$189,408
Debt Service	78,442	61,900	61,900	61,901	61,901	61,901
Total Expenditures	\$235,667	\$242,000	\$242,000	\$189,546	\$232,094	\$251,309
Increase (Decrease) in Fund Balance	(\$443)	\$600	\$600	(\$8,763)	\$9,968	\$0
Beginning Fund Balance	\$44,309	\$43,866	\$43,866	\$43,866	\$43,866	\$53,834
Ending Fund Balance	\$43,866	\$44,466	\$44,466	\$35,103	\$53,834	\$53,834

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

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
Grant Revenue	\$0	\$0	\$0	\$210,971	\$260,775	\$1,739,226
Interest Earned	0	0	0	0	0	0
Total Revenues	\$0	\$0	\$0	\$210,971	\$260,775	\$1,739,226
Other Financing Sources						
Transfers In or Out	\$900,000	\$0	\$0	\$0	\$6,750	\$0
Total Other Financing Sources	\$900,000	\$0	\$0	\$0	\$6,750	\$0
Total Revenue & Financing Sources	\$900,000	\$0	\$0	\$210,971	\$267,525	\$1,739,226
EXPENDITURES						
Capital Improvements						
Public Works						
Water & Sewer	\$45,050	\$0	\$340,950	\$271,150	\$347,700	\$2,514,000
Total Expenditures	\$45,050	\$0	\$340,950	\$271,150	\$347,700	\$2,514,000
Increase (Decrease) in Fund Balance	\$854,950	\$0	(\$340,950)	(\$60,179)	(\$80,176)	(\$774,775)
Beginning Fund Balance	\$0	\$854,950	\$854,950	\$854,950	\$854,950	\$774,775
Ending Fund Balance	\$854,950	\$854,950	\$514,000	\$794,771	\$774,775	\$0

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

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

**Court Security/Technology Fund (150)
Fund Summary**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
Court Technology Fee	\$26,718	\$27,000	\$27,000	\$18,254	\$24,339	\$25,000
Court Security Fees	20,055	20,100	20,100	10,328	13,771	14,000
Total Revenues	\$46,773	\$47,100	\$47,100	\$28,582	\$38,109	\$39,000
EXPENDITURES						
Court Technology Projects	\$4,814	\$27,461	\$81,786	\$24,345	\$63,170	\$0
Court Security Projects	29,897	0	0	3,990	5,320	5,400
Total Expenditures	\$34,711	\$27,461	\$81,786	\$28,335	\$68,490	\$5,400
Operating Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	\$12,062	\$19,639	(\$34,686)	\$247	(\$30,381)	\$33,600
Beginning Fund Balance	\$242,077	\$254,139	\$254,139	\$254,139	\$254,139	\$223,758
Ending Fund Balance	\$254,139	\$273,778	\$219,453	\$254,386	\$223,758	\$257,358

*

* The 15% increase in fund balance in the Court/Technology Fund is due to the following:
Minimal court security expenses anticipated for FY11 and no equipment purchases
scheduled for FY11

As of 7/29/10, the fund balance equity share of the Court Security/Court Technology Fund is approximately:
Court Security - 66.5%
Court Technology - 34.5%

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
Neighborhood Parks Fees	\$99,182	\$0	\$0	\$0	\$0	\$0
Community Parks Fees	59,100	54,300	54,300	35,100	46,800	48,477
Other Program Fees	0	0	0	0	0	0
Interest Earned	5,045	6,100	6,100	1,142	1,523	1,523
Total Revenues	\$163,327	\$60,400	\$60,400	\$36,242	\$48,323	\$50,000
EXPENDITURES						
Operating Transfers Out	186,750	50,000	50,000	50,000	50,000	50,000
Capital Improvements	18,135	0	7,435	0	7,435	0
Total Expenditures	\$204,885	\$50,000	\$57,435	\$50,000	\$57,435	\$50,000
Increase (Decrease) in Fund Balance	(\$41,558)	\$10,400	\$2,965	(\$13,758)	(\$9,112)	\$0
Beginning Fund Balance	\$344,188	\$302,630	\$302,630	\$302,630	\$302,630	\$293,518
Ending Fund Balance	\$302,630	\$313,030	\$305,595	\$288,872	\$293,518	\$293,518

*

* The Park Land Dedication Fund balance uses for FY11 capital improvement projects include the following:
Operating Transfer from Park Land Dedication Fund to the General Fund for
Stevenson Park Playground Renovation - Phase V

As of 7/29/10, the fund balance equity share of the Park Land Dedication Fund is approximately:
Community Parks - 33.2%
Neighborhood Parks - 66.8%

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 year's adopted budget reflects a debt service rate of \$0.0653 per \$100 of net assessed value at 100% collection; which will yield approximately \$1,525,719; on an estimated net assessed tax based of \$2,336,118,472.

The total estimated general obligation tax debt presented in this year's budget is \$21,269,820. This amount is less than the debt limit of \$31,537,600 stipulated by the Texas Attorney General's Office and the Home Rule Cities debt limit of \$58,402,963 based on the City's estimated net assessed tax base.

Tax Debt Service Fund (201)
Fund Summary

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
REVENUES						
Ad Valorem Taxes	\$1,618,118	\$1,817,167	\$1,817,167	\$1,849,529	\$1,817,167	\$1,525,719
Delinquent Property Taxes	0	50,000	50,000	0	50,000	25,000
Interest	33,019	35,000	35,000	5,110	6,813	6,813
Total Revenues	\$1,651,137	\$1,902,167	\$1,902,167	\$1,854,639	\$1,873,980	\$1,557,532
EXPENDITURES						
Debt Service						
Principal	\$716,676	\$1,631,455	\$1,631,455	\$1,601,468	\$1,601,469	\$884,599
Interest	683,213	919,362	919,362	364,526	683,915	647,912
Fiscal Agent Fees	600	600	600	300	600	600
Bond Issuance Costs	0	0	0	0	0	0
Total Expenditures	\$1,400,489	\$2,551,417	\$2,551,417	\$1,966,294	\$2,285,984	\$1,533,111
Operating Transfers Out	\$1,372,468	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	(\$1,121,820)	(\$649,250)	(\$649,250)	(\$111,655)	(\$412,004)	\$24,421
Beginning Fund Balance	\$2,104,376	\$982,556	\$982,556	\$982,556	\$982,556	\$570,552
Ending Fund Balance	\$982,556	\$333,306	\$333,306	\$870,901	\$570,552	\$594,973

*

* Tax debt service fund balance is estimated to increase by 4.2% in FY11.

Debt service payment in this fund include:

- Ongoing General Obligation Bonds and tax debt supported capital expenditures purchased FY09 (Public Works gradall and telephone system upgrade for City facilities)
- Proposed purchases for FY11 (Computer network refresh and Senior Program bus)

The City plans to issue GO Bonds, authorized by voters in 2003, in the 1st Quarter of 2010-11. Any interest payments due in 2010-11 will be funded from 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 (250)
Fund Summary**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Revenues						
Interest Earned	\$0	\$0	\$0	\$0	\$0	\$0
Bond Proceeds	0	0	0	0	0	0
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources						
Transfers In or Out	\$11,201	\$0	\$0	\$0	\$0	\$0
Total Other Financing Sources	\$11,201	\$0	\$0	\$0	\$0	\$0
Total Revenue & Finance Sources	\$11,201	\$0	\$0	\$0	\$0	\$0
Expenditures						
Capital Improvements						
Public Works						
Streets & Drainage	\$0	\$0	\$0	\$0	\$0	\$0
Parks						
Centennial Park	0	0	0	0	0	0
Facilities						
New Fire Station #4	654	0	0	0	0	0
Public Safety Facilities	0	0	0	0	0	0
Total Expenditures	\$654	\$0	\$0	\$0	\$0	\$0

**2005 General Obligation Funds (251)
Fund Summary**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Revenues						
Interest Earned	\$2,681	\$0	\$0	\$699	\$699	\$0
Bond Proceeds	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Revenues	\$2,681	\$0	\$0	\$699	\$699	\$0
Other Financing Sources						
Transfers In or Out	(\$11,201)	\$0	\$0	\$0	(\$377,000)	\$0
Total Other Financing Sources	(\$11,201)	\$0	\$0	\$0	(\$377,000)	\$0
Total Revenue & Finance Sources	(\$8,520)	\$0	\$0	\$699	(\$376,301)	\$0
Expenditures						
Capital Improvements						
Public Works						
Streets & Drainage	\$183,967	\$0	\$0	\$0	\$0	\$0
Parks						
Centennial Park	0	0	0	0	0	0
Facilities						
New Fire Station #4	31,162	0	0	0	0	0
Public Safety Facilities	0	0	0	0	0	0
Total Expenditures	\$215,129	\$0	\$0	\$0	\$0	\$0

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 (701)
Fund Summary

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
OTHER FINANCING SOURCES						
Interest Earned	\$437	\$600	\$600	\$109	\$145	\$175
Total Other Financing Sources	\$437	\$600	\$600	\$109	\$145	\$175
NON-OPERATING EXPENSES						
1776 Park Improvements	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	\$437	\$600	\$600	\$109	\$145	\$175
Beginning Fund Balance	\$30,070	\$30,507	\$30,507	\$30,507	\$30,507	\$30,652
Ending Fund Balance	\$30,507	\$31,107	\$31,107	\$30,616	\$30,652	\$30,827

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 (401)
Fund Summary**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
OPERATING REVENUES						
Water Revenues	\$6,425,180	\$5,365,040	\$5,365,040	\$3,047,315	\$4,852,614	\$5,015,000
Sewer Revenues	4,993,836	3,937,341	3,937,341	2,413,834	3,804,671	3,815,000
Administrative Fees	232,737	216,000	216,000	155,579	217,400	216,500
Sale of Water Meters	37,695	35,000	35,000	25,185	35,000	35,000
Miscellaneous Receipts	13,790	0	2,250	2,587	5,600	3,500
Interest	0	0	0	0	0	0
Total Revenues	\$11,703,238	\$9,553,381	\$9,555,631	\$5,644,500	\$8,915,285	\$9,085,000
OPERATING EXPENSES						
Administrative Services	\$329,417	\$381,382	\$336,382	\$285,633	\$389,961	\$377,845
Community Development	292,483	267,407	267,535	88,004	141,698	160,046
Public Works Administration	54,714	55,395	56,412	44,734	60,293	62,915
Water Operations	1,971,807	2,147,499	2,160,197	1,094,485	2,087,801	2,153,885
Sewer Operations	2,067,780	2,390,682	2,393,714	1,621,893	2,314,173	2,410,414
Utility Customer Service	164,231	167,670	168,170	107,651	158,093	163,498
Public Works - Total	4,258,532	4,761,246	4,778,493	2,868,763	4,620,360	4,790,712
Total Expenditures	\$4,880,432	\$5,410,035	\$5,382,410	\$3,242,400	\$5,152,019	\$5,328,603
Operating Income	6,822,806	4,143,346	4,173,221	2,402,100	3,763,266	3,756,397
NON-OPERATING REVENUES (EXPENSES)						
Interest Earned	\$91,400	\$57,000	\$57,000	\$28,116	\$37,488	\$29,000
Gain on sale of capital assets	(48,678)	0	0	8,000	8,000	0
Rental Revenue	0	0	0	0	0	0
Capital Improvements	(372,876)	(300,000)	(323,155)	(309,644)	(412,859)	(300,000)
Operating Transfers In/(Out)	(3,488,964)	(3,256,212)	(3,256,212)	(2,569,660)	(3,256,212)	(3,761,820)
Reserves (Phase In)	0	(170,000)	(170,000)	0	(170,000)	(170,000)
Total Non Operating	(\$3,819,118)	(\$3,669,212)	(\$3,692,367)	(\$2,843,188)	(\$3,793,583)	(\$4,202,820)
Net Income	3,003,688	474,134	480,854	(441,088)	(30,317)	(446,423)
Beginning Retained Earnings	\$4,997,608	\$8,001,296	\$8,001,296	\$8,001,296	\$8,001,296	\$7,970,979
Ending Retained Earnings	\$8,001,296	\$8,475,430	\$8,482,150	\$7,560,208	\$7,970,979	\$7,524,556

*

* The projected retained earnings at September 30, 2010 is \$7.97 million. Changes in the amount of debt borrowed and cash reserve requirements phase in has resulted in retained earnings balance that is greater than anticipated. The balance includes a 90-day operating reserve of \$1.3 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."

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
NON-OPERATING REVENUES						
Interest Earned	\$24,644	\$0	\$0	\$5,246	\$6,995	\$7,000
Tranfers from WS Rev Debt	5,502,000	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
Total Revenues	\$5,526,644	\$0	\$0	\$5,246	\$6,995	\$7,000
CAPITAL FINANCING ACTIVITIES						
Capital Improvements						
Public Works	\$0	\$0	\$0	\$0	\$0	\$0
Distribution System Imprv	1,542,587	0	73,184	71,700	92,844	1,594,364
Collection System Imprv	4,098,238	0	1,326,494	1,003,320	1,326,944	200,000
Total Expenditures	\$5,640,825	\$0	\$1,399,678	\$1,075,020	\$1,419,788	\$1,794,364
NON-OPERATING EXPENSES						
Operating Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0
Total Non-Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Net Income	(\$114,181)	\$0	(\$1,399,678)	(\$1,069,774)	(\$1,412,793)	(\$1,787,364)
Beginning Retained Earnings	\$3,314,338	\$3,200,157	\$0	\$3,200,157	\$3,200,157	\$1,787,364
Ending Retained Earnings	\$3,200,157	\$3,200,157	(\$1,399,678)	\$2,130,383	\$1,787,364	(\$0)

*

* Water & Sewer Bond Construction Fund retained earnings depleted in FY11 to complete water and sewer capital improvement projects funded by the 2006 water & sewer revenue bond issuance.

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
NON-OPERATING REVENUES						
Interest Earned	\$5,543	\$0	\$0	\$12,205	\$16,273	\$16,500
Transfers from WS Rev Debt	12,057,557	0	539,850	0	1,274,850	0
Miscellaneous	0	0	0	0	0	0
Total Revenues	\$12,063,100	\$0	\$539,850	\$12,205	\$1,291,123	\$16,500
CAPITAL FINANCING ACTIVITIES						
Capital Improvements						
Public Works	\$0	\$0	\$0	\$0	\$0	\$0
Distribution System Imprv	0	4,399,000	539,850	212,233	539,850	1,040,000
Collection System Imprv	0	1,589,000	735,000	0	735,000	0
Total Expenditures	\$0	\$5,988,000	\$1,274,850	\$212,233	\$1,274,850	\$1,040,000
NON-OPERATING EXPENSES						
Operating Transfers Out	\$5,423,481	\$0	\$0	\$0	\$0	\$0
Total Non-Operating Expenses	\$5,423,481	\$0	\$0	\$0	\$0	\$0
Net Income	\$6,639,619	(\$5,988,000)	(\$735,000)	(\$200,028)	\$16,273	(\$1,023,500)
Beginning Retained Earnings	\$0	\$6,639,619	\$0	\$6,639,619	\$6,639,619	\$6,655,892
Ending Retained Earnings	\$6,639,619	\$651,619	(\$735,000)	\$6,439,591	\$6,655,892	\$5,632,392

* Water & Sewer Bond Construction Fund retained earnings expected to decrease in FY11 due to anticipated completion of the water and sewer capital improvement project (Water Plants #5 and #6 rehab) funded by the 2009 water & sewer revenue bond issuance.

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 (480)
Fund Summary**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
NON-OPERATING REVENUES						
Impact Fees	\$194,790	\$184,900	\$184,900	\$234,866	\$299,581	\$277,350
Interest	596	500	500	674	750	500
Miscellaneous	0	0	0	0		0
Total Non-Operating Revenues	\$195,386	\$185,400	\$185,400	\$235,540	\$300,331	\$277,850
NON-OPERATING EXPENSES						
Operating Transfers Out	\$151,724	\$0	\$0	\$0	\$0	\$200,000
Total Non-Operating Expenses	\$151,724	\$0	\$0	\$0	\$0	\$200,000
Net Income	\$43,662	\$185,400	\$185,400	\$235,540	\$300,331	\$77,850
Beginning Retained Earnings	\$9,941	\$53,603	\$53,603	\$53,603	\$53,603	\$353,934
Ending Retained Earnings	\$53,603	\$239,003	\$239,003	\$289,143	\$353,934	\$431,784

* Expected increase of 22% to Retained Earnings due to increased impact fee revenue.
Transfer to water and sewer debt service fund, suspended in FY10, is reinstated in FY11 to support 2009 revenue bonds issued.

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
NON-OPERATING REVENUES						
Impact Fees	\$118,811	\$129,000	\$129,000	\$161,250	\$198,668	\$196,080
Interest	508	500	500	476	500	500
Miscellaneous	0	0	0	0	0	0
Operating Transfers In	0	0	0	0	0	0
Total Revenues	\$119,319	\$129,500	\$129,500	\$161,726	\$199,168	\$196,580
NON-OPERATING EXPENSES						
Operating Transfers Out	\$96,700	\$0	\$0	\$0	\$0	\$200,000
Total Expenditures	\$96,700	\$0	\$0	\$0	\$0	\$200,000
Net Income	\$22,619	\$129,500	\$129,500	\$161,726	\$199,168	(\$3,420)
Beginning Retained Earnings	\$17,305	\$39,924	\$39,924	\$39,924	\$39,924	\$239,092
Ending Retained Earnings	\$39,924	\$169,424	\$169,424	\$201,650	\$239,092	\$235,672

*

* Expected decrease of 1.4% to Retained Earnings due to:
Transfer to water and sewer debt service fund, suspended in FY10, is reinstated in FY11 to support 2009 revenue bonds issued.

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 (490)
Fund Summary**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
NON-OPERATING REVENUES						
Interest	\$5,646	\$5,000	\$5,000	\$1,149	\$1,532	\$1,000
Operating Transfers In	3,111,414	2,374,515	2,374,515	1,780,511	2,374,515	3,068,189
Total Revenues	\$3,117,060	\$2,379,515	\$2,379,515	\$1,781,660	\$2,376,047	\$3,069,189
NON-OPERATING EXPENSES						
Debt Service						
Principal	\$1,587,468	\$215,000	\$215,000	\$215,000	\$215,000	\$1,440,000
Interest	1,568,525	1,986,015	1,986,015	1,018,215	1,986,015	1,904,689
Fiscal Agent Fees	2,800	3,500	3,500	1,300	3,500	3,500
Issuance Costs	0	0	0	0	0	0
Total Expenditures	\$3,158,793	\$2,204,515	\$2,204,515	\$1,234,515	\$2,204,515	\$3,348,189
Net Income	(\$41,733)	\$175,000	\$175,000	\$547,145	\$171,532	(\$279,000)
Beginning Retained Earnings	\$454,370	\$412,637	\$412,637	\$412,637	\$412,637	\$584,169
Ending Retained Earnings	\$412,637	\$587,637	\$587,637	\$959,782	\$584,169	\$305,169

* Retained earnings in the Water and Sewer Debt Service fund expected to decrease by 47.8% due to principal payments on 2009 water and sewer bonds.

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 (301)
Fund Summary**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
OPERATING REVENUES						
Department Lease Revenues	\$318,825	\$317,051	\$317,051	\$236,225	\$317,051	\$318,825
Transfers from other funds	63,021	0	0	0	0	0
Asset Disposition	4,320	0	0	0	0	0
Insurance Reimbursements	0	0	0	0	0	0
Interest	5,386	5,400	5,400	1,375	1,833	1,833
Total Revenues	\$391,552	\$322,451	\$322,451	\$237,600	\$318,884	\$320,658
OPERATING EXPENSES						
Vehicle Replacement Plan						
Vehicle Equipment	\$16,967	\$471,630	\$680,510	\$322,816	\$391,916	\$308,820
Total Expenditures	\$16,967	\$471,630	\$680,510	\$322,816	\$391,916	\$308,820
Operating Income	\$374,585	(\$149,179)	(\$358,059)	(\$85,216)	(\$73,032)	\$11,838
Beginning Retained Earnings	\$910,034	\$1,284,619	\$1,284,619	\$1,284,619	\$1,284,619	\$1,211,587
Ending Retained Earnings	\$1,284,619	\$1,135,440	\$926,560	\$1,199,403	\$1,211,587	\$1,223,425

*

* VRF fund balance is being increased by 0.98% in FY11.

* The net value of the assets included in the retaining earnings balance is about \$606,387.

* This year's adopted budget includes the following vehicle replacements:

6 Patrol vehicles, 1 Fire Marshal truck, 1 Community Service truck and 2 Public Works trucks

*This year's adopted VRF budget is expected to be increased due to unencumber capital carryforward for vehicles scheduled but not replaced in FY10 (4 Patrol vehicles and 1 Animal Control truck).



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Mayor and Council

Mission Statement

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

Current Operations

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

The Mayor and Councilmembers are volunteers who serve without compensation. Principal budget appropriations in this portion of the budget are associated with education and efforts to promote Friendswood interests.

Highlights of the Budget

Decision Packages (Funded)

Legal Services	Ongoing	\$50,000
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Departmental Goals and Measures

Goal 1 (correlates with 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Meetings Held	37	38	38	38
Action Items	112	113	115	115
Consent Items	87	77	80	80
Executive Sessions Items	60	52	30	30
Public Hearings Items	54	36	40	40

**Mayor and Council
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Mayor and Council	324,832	264,928	272,756	164,960	313,059	294,428	11.1%
Department Total	\$324,832	\$264,928	\$272,756	\$164,960	\$313,059	\$294,428	11.1%

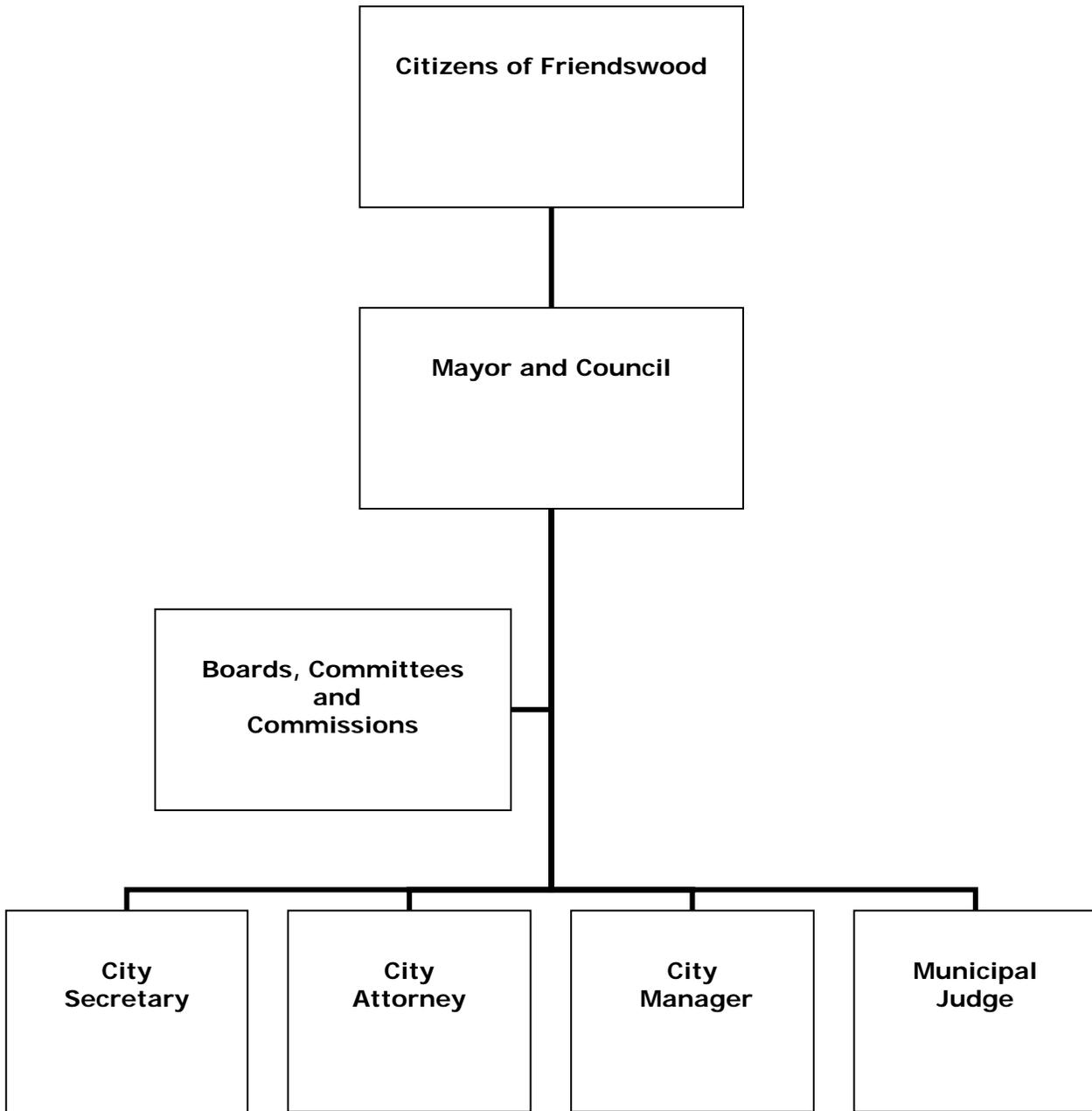
EXPENDITURE BY CLASSIFICATION

Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	0	299	299	0	299	299	0.0%
Supplies	2,989	5,611	3,421	2,674	3,565	3,421	-39.0%
Maintenance	0	0	0	0	0	0	0.0%
Services	321,843	259,018	269,036	162,286	309,195	290,708	12.2%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$324,832	\$264,928	\$272,756	\$164,960	\$313,059	\$294,428	11.1%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Mayor and Council	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	0.0	0.0	0.0	0.0	0.0	0.0	0.0%

Mayor and Council



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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
48-40 WORKERS COMP INSURANCE	\$0	\$299	\$299	\$0	\$299	\$299
Subtotal of PERSONNEL	\$0	\$299	\$299	\$0	\$299	\$299
51-00 OFFICE SUPPLIES	\$456	\$735	\$735	\$609	\$812	\$735
54-00 OPERATING SUPPLIES	2,455	2,686	2,686	2,065	2,753	2,686
58-00 OPERATING EQUIPMENT <\$5,000	78	2,190	0	0	0	0
Subtotal of SUPPLIES	\$2,989	\$5,611	\$3,421	\$2,674	\$3,565	\$3,421
71-10 LEGAL SERVICES	\$194,609	\$138,542	\$138,542	\$72,583	\$138,542	\$188,542
71-19 OTHER LEGAL SERVICES	27,528	0	0	14,325	50,000	0
71-90 OTHER PROFESSIONAL SERVICES	67,327	65,000	65,000	54,167	65,000	65,000
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	881	4,441	4,441	433	577	4,441
74-01 POSTAL/COURIER SERVICES	0	0	0	0	423	0
75-10 TRAINING	16,484	19,318	27,146	4,512	27,416	1,818
75-20 TRAVEL REIMBURSEMENTS	5,470	6,662	6,662	3,313	4,417	6,662
75-30 MEMBERSHIPS	7,880	4,562	7,774	7,773	7,773	7,774
75-40 PUBLICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	0	0	1,000	4,000	0
79-10 COMMUNITY EVENTS/PROGRAMS	1,664	20,493	19,471	4,180	11,046	16,471
Subtotal of SERVICES	\$321,843	\$259,018	\$269,036	\$162,286	\$309,195	\$290,708
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
98-90 BALANCE SHEET SUSPENSE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of OTHER	\$0	\$0	\$0	\$0	\$0	\$0
Total for MAYOR AND COUNCIL	\$324,832	\$264,928	\$272,756	\$164,960	\$313,059	\$294,428

City Secretary

Mission Statement

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

Current Operations

Municipal Clerk

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 City 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 ordinance 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. These 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 71st Legislature, a Records Management Program is required. This program provides for an efficient, economical and effective control over the creation, distribution, organization, maintenance, use, and disposition of all City records through a comprehensive system of integrated procedures for the management of records or their ultimate disposition in accordance with state law.

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

A systematic computerized scanning and indexing of all records of City Council meetings and other records is ongoing and provides for efficient retrieval and search capabilities that provides information to the Mayor and Council, all departments, and all citizens on an as needed basis and is available on the City's website for round the clock access. This provides for a searchable index of the official City records and City minutes in hard copy and/or in electronic format. This needed information is 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. This budget year we anticipate conducting a general election for the City and Galveston County Consolidated Drainage District and provide election services for FISD School Board elections.

Records Management Program

A records storage area is part of the Public Safety Building that houses 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. An architectural study was conducted in FY 2006-07 for building a new records management 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. Discussion has been ongoing by Council to determine funding options for a records center facility. Most of the City's records are stored at an off-site storage facility that is climate controlled and is built to withstand 120 MPH winds. Other City records are housed at the Public Safety Building.

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

In the FY 2007-08 budget, Council approved the Freedom of Information Act (FOIA) Systems software to assist with implementing the Texas Public Information Act. With the City's ever-increasing volume of open records requests this system will manage the process

by handling and automating all aspects of the open records process, saving valuable staff time with improved oversight and reporting. This web based system will streamline the open records process by coordinating, with the City Secretary’s Records Division oversight and management, with City departments throughout the life of the request from start to finish. The goal is to evolve from a labor intensive, manual process to an efficient automated process.

Records and Laserfiche Program

The ongoing program is to continue the scanning of all records of City Council meetings and other documents as well as to continue the program for citywide access to all permanent documents (i.e. minutes, ordinances, resolutions, contracts, deeds, easements and vehicle titles). This program allows additional electronic capability for all departments to search, access and retrieve all permanent records and to 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 is an ongoing project to provide that Council approved documents be scanned into Laserfiche and become available to anyone needing this information.

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

Decision Packages (Funded)

Municipal Clerk Consultant Contract	One-time Cost	\$12,000
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Departmental Goals and Measures

Goal 1 (correlates with 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

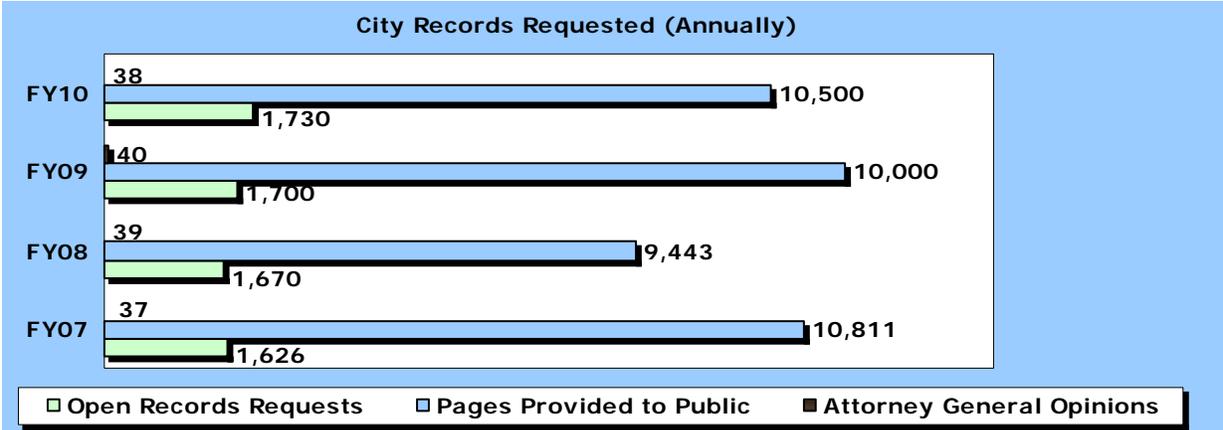
Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Elections	4	2	3	2

Trend: All elections were achieved without challenges. No irregularities were determined at any election. The electronic election equipment has increased the efficiency of the election process.

Goal 2 (correlates with 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.

Objective A:
Records Management Program - To provide City information to requestors timely, efficiently and according to State law



Trend: Measures of a successful records management program were achieved. The adoption and implementation of the City of Friendswood open records policy was accomplished. Records Coordinators are trained in use of the policy with 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 (correlates with City Goal 6)

Continue the ongoing Laserfiche scanning program of all minutes and documents of the City. Continue enhancement of programs for citywide access to minutes, ordinances, resolutions, contracts, deeds, easements, vehicle titles, and all permanent documents, etc. Continue providing electronic capability for search, access and retrieval of all permanent records for use by department users, and provide continued Laserfiche training for those users.

Objective A:

The Laserfiche program has 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Scanning & Laserfiche Documents	Yes	Yes	Yes	Yes

Trend: The project has been achieved in a comprehensive subject matter in folders in electronic format. This project will continue to be an ongoing process to provide information sharing.

Goal 4 (correlates with 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 City Council Meetings and Commission, Committee and Board Meetings on the City’s website, open records requests form available on the website, voting and election information and results on the website, volunteer committee forms and paperless agenda packets.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 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 (correlates with City Goal 6)

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

Objective A:
Processing documents

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Alcohol permits	30	34	38	40
Bids Administered	12	17	16	18
Contracts	150	112	125	140
Copies made	113,371	99,500	100,000	105,000
Liens-filed	0	0	5	5
Notices posted-Council	42	41	43	45
Notices posted-others	118	67	85	90
Indexes of Records	40	40	41	41
Ordinances	48	28	30	35
Ordinances, Bids, Notices published	82	82	58	75
Resolutions	103	71	75	80

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

Goal 6 (correlates with 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Executive Sessions held	27	52	30	30
Public Hearings	48	36	38	38
Regular Meetings	23	22	23	23
Special Meetings	14	16	15	15
Pages of minutes	225	199	225	230
Special Sessions/Work Sessions	81	51	82	85

Trend: All meetings held by Council have met the Open Meetings Act requirements. All meetings, as per 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	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Municipal Clerk	288,920	310,440	310,511	202,819	265,947	281,058	-9.5%
Election Services	9,603	18,212	31,350	32,373	33,955	16,517	-9.3%
Records Management	96,341	114,200	114,200	72,794	97,370	125,641	10.0%
Department Total	\$394,864	\$442,852	\$456,061	\$307,986	\$397,272	\$423,216	-4.4%

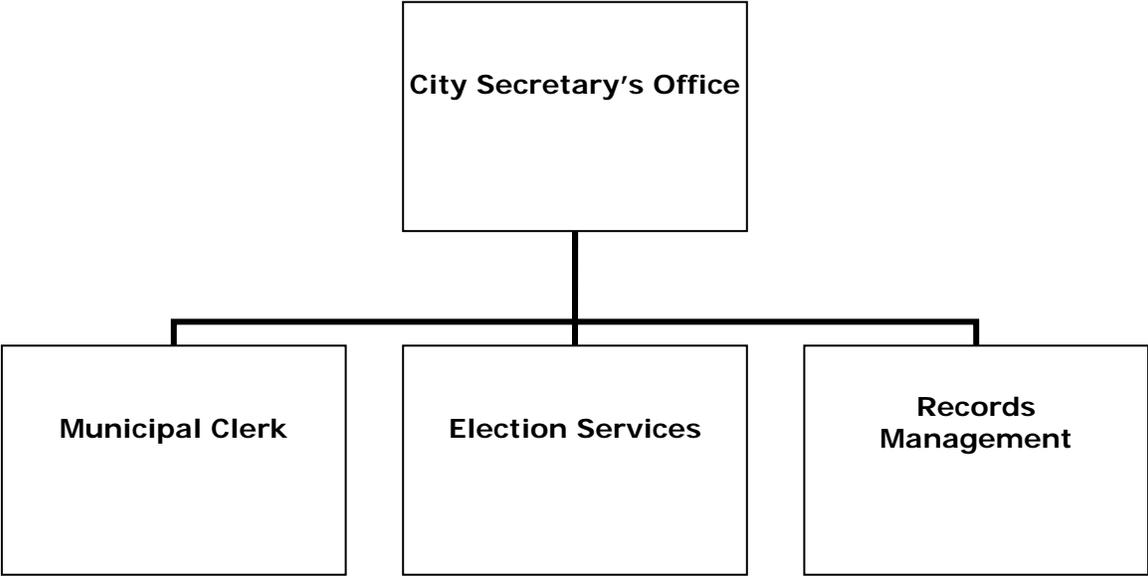
EXPENDITURE BY CLASSIFICATION

Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	354,511	379,613	379,613	255,312	333,643	349,977	-7.8%
Supplies	6,638	11,826	27,507	23,788	24,728	12,826	8.5%
Maintenance	0	140	140	0	0	140	0.0%
Services	33,715	51,273	48,801	28,886	38,901	60,273	17.6%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$394,864	\$442,852	\$456,061	\$307,986	\$397,272	\$423,216	-4.4%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Municipal Clerk	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Election Services	0.2	0.2	0.2	0.2	0.2	0.2	0.0%
Records Management	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Department Total	5.2	5.2	5.2	5.2	5.2	5.2	0.0%

City Secretary's Office



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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$188,213	\$201,417	\$201,417	\$109,097	\$145,463	\$167,962
41-30 OVERTIME PAY	5,834	5,559	5,559	8,265	11,020	5,559
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	2,075	2,270	2,270	2,515	3,353	1,110
41-44 VEHICLE ALLOWANCE	5,434	5,400	5,400	3,184	4,245	5,400
41-45 INCENTIVE-CERTIFICATE PAY	2,780	2,820	2,820	1,560	2,080	1,200
41-49 CELL PHONE ALLOWANCE	1,105	1,020	1,020	1,116	1,488	1,440
41-90 ACCRUED PAYROLL	0	0	0	13,659	13,659	0
47-10 SOCIAL SECURITY/MEDICARE	15,411	16,459	16,459	10,330	13,773	13,983
47-20 TMRS RETIREMENT FUND	28,258	32,476	32,476	20,482	27,309	28,511
48-10 HEALTH/DENTAL INSURANCE	14,320	16,081	16,081	9,111	12,148	17,585
48-20 LIFE INSURANCE	515	436	436	326	435	382
48-30 DISABILITY INSURANCE	1,078	895	895	682	909	482
48-40 WORKERS COMP INSURANCE	304	271	271	183	244	180
48-50 EAP SERVICES	172	171	171	117	156	162
48-90 FLEX PLAN ADMINISTRATION	199	186	186	120	160	123
Subtotal of PERSONNEL	\$265,698	\$285,461	\$285,461	\$180,747	\$236,443	\$244,079
51-00 OFFICE SUPPLIES	\$2,482	\$4,528	\$4,599	\$2,431	\$3,241	\$4,528
54-00 OPERATING SUPPLIES	247	550	550	35	47	550
58-00 OPERATING EQUIPMENT <\$5,000	0	345	345	0	0	345
Subtotal of SUPPLIES	\$2,729	\$5,423	\$5,494	\$2,466	\$3,288	\$5,423
68-00 EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
73-50 SURETY BONDS	\$71	\$75	\$75	\$0	\$75	\$75
74-00 OPERATING SERVICES	793	4,765	4,765	232	309	4,765
74-01 POSTAL/COURIER SERVICES	2,021	2,120	2,120	791	1,055	2,120
74-11 PROFESSIONAL/CODE SERVICE	0	0	0	0	0	12,000
74-91 ADVERTISING/PUBLIC NOTICE	3,057	2,822	2,822	1,995	2,660	2,822
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	3,090	4,204	4,204	1,750	2,333	4,204
75-20 TRAVEL REIMBURSEMENTS	6,396	4,479	4,479	2,942	3,923	4,479
75-30 MEMBERSHIPS	1,373	1,091	1,091	418	557	1,091
78-00 CONTRACT SERVICES	3,692	0	0	11,478	15,304	0
78-30 RENTAL	0	0	0	0	0	0
Subtotal of SERVICES	\$20,493	\$19,556	\$19,556	\$19,606	\$26,216	\$31,556
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Total for MUNICIPAL CLERK	\$288,920	\$310,440	\$310,511	\$202,819	\$265,947	\$281,058

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$1,983	\$0	\$0	\$2,109	\$2,812	\$0
41-30 OVERTIME PAY	528	1,184	1,184	411	548	1,184
42-20 PART-TIME WAGES	940	1,996	1,996	6,660	6,660	1,996
47-10 SOCIAL SECURITY/MEDICARE	128	243	243	306	408	274
47-20 TMRS RETIREMENT FUND	244	179	179	381	508	453
48-40 WORKERS COMP INSURANCE	1	2	2	1	1	2
Subtotal of PERSONNEL	\$3,824	\$3,604	\$3,604	\$9,868	\$10,937	\$3,909
54-00 OPERATING SUPPLIES	\$3,598	\$5,355	\$7,827	\$7,825	\$7,825	\$6,355
58-00 OPERATING EQUIPMENT <\$5,000	0	122	13,260	13,142	13,142	122
Subtotal of SUPPLIES	\$3,598	\$5,477	\$21,087	\$20,967	\$20,967	\$6,477
67-00 COMPUTER EQUIP MAINT	\$0	\$140	\$140	\$0	\$0	\$140
Subtotal of MAINTENANCE	\$0	\$140	\$140	\$0	\$0	\$140
74-00 OPERATING SERVICES	\$9	\$0	\$0	\$0	\$0	\$0
74-01 POSTAL/COURIER SERVICES	73	0	100	77	103	100
74-91 ADVERTISING/PUBLIC NOTICE	664	212	212	96	128	212
75-10 TRAINING	95	116	116	0	0	116
75-20 TRAVEL REIMBURSEMENTS	0	222	222	0	0	222
78-00 CONTRACT SERVICES	1,340	3,527	3,527	1,365	1,820	3,527
78-30 RENTAL	0	4,914	2,342	0	0	1,814
Subtotal of SERVICES	\$2,181	\$8,991	\$6,519	\$1,538	\$2,051	\$5,991
Total for ELECTION SERVICES	\$9,603	\$18,212	\$31,350	\$32,373	\$33,955	\$16,517

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$60,670	\$61,729	\$61,729	\$44,846	\$59,795	\$66,003
41-30 OVERTIME PAY	1,719	4,440	4,440	1,915	2,553	4,440
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	145	290	290	280	373	140
41-45 INCENTIVE-CERTIFICATE PAY	1,600	1,500	1,500	1,500	2,000	1,500
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,445	5,177	5,177	3,234	4,312	5,523
47-20 TMRS RETIREMENT FUND	8,823	10,215	10,215	7,155	9,540	11,250
48-10 HEALTH/DENTAL INSURANCE	6,765	6,543	6,543	5,119	6,825	12,506
48-20 LIFE INSURANCE	169	135	135	139	185	151
48-30 DISABILITY INSURANCE	352	278	278	287	383	191
48-40 WORKERS COMP INSURANCE	95	88	88	64	85	73
48-50 EAP SERVICES	113	114	114	92	123	108
48-90 FLEX PLAN ADMINISTRATION	93	39	39	66	88	104
Subtotal of PERSONNEL	\$84,989	\$90,548	\$90,548	\$64,697	\$86,263	\$101,989
51-00 OFFICE SUPPLIES	\$311	\$329	\$329	\$331	\$441	\$329
54-00 OPERATING SUPPLIES	0	109	109	24	32	109
58-00 OPERATING EQUIPMENT <\$5,000	0	488	488	0	0	488
Subtotal of SUPPLIES	\$311	\$926	\$926	\$355	\$473	\$926
74-00 OPERATING SERVICES	\$1,269	\$9,027	\$9,027	\$0	\$0	\$9,027
74-11 PROFESSIONAL/CODE SVC	6,127	8,641	8,641	3,552	5,047	8,641
75-10 TRAINING	45	74	74	60	80	74
75-20 TRAVEL REIMBURSEMENTS	0	631	631	530	707	631
75-30 MEMBERSHIPS	0	74	74	0	0	74
78-00 CONTRACT SERVICES	3,600	4,279	4,279	3,600	4,800	4,279
Subtotal of SERVICES	\$11,041	\$22,726	\$22,726	\$7,742	\$10,634	\$22,726
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Total for RECORDS MANAGEMENT	\$96,341	\$114,200	\$114,200	\$72,794	\$97,370	\$125,641

City Manager

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 the Budget

The FY 2010-11 Adopted 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 fifth year that the City's PEG channel is utilized, and FY 11 will be the fourth full year that City Council and Board, Commission and Committee meetings will be televised on the channel. It will also mark the third full year that the City's upgraded multi-camera system is operational in the City Council chamber and the second full year that an upgraded audio system is utilized in the City Council chamber. The goal of the PEG channel is to communicate with residents about City related programs, meetings, services, events, job postings, and emergency information.

The City's Economic Development office 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.

Decision Packages (Unfunded)

Citizen Survey	One-time Cost	\$12,000
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Departmental Goals and Measures

Goal 1 (correlates with City Goals 1 & 6)

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

Objective A:

Conduct strategic planning activities

Measure	FY08 Actual ¹	FY09 Actual	FY10 Projection	FY11 Forecast
Long-Range Planning Sessions Conducted with City Council	6	4	2	2
Long-Range Planning Projects by Staff	Not Tracked	Not Tracked	2	2
Senior Staff development initiatives ²	Not Tracked	Not Tracked	1	1

1-FY 08 actual has been adjusted based on recount

2-New measure added in FY 11

Objective B:

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

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Departmental work plans that include elements that directly or indirectly support Council goals	6	6	6	6

Goal 2 (correlates with 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 Council members.

Measure	FY08 Actual ¹	FY09 Actual	FY 0 Projection	FY11 Forecast
Agenda Preparation (# of agenda items)	570	505	407	500
Council meetings attended	42	41	30	35

1-FY 08 actual has been adjusted based on recount

Objective B:

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

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Information requests completed for other agencies	12	12	12	12

Goal 3 (correlates with 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Association meetings attended by Staff	12	10	12	12
Notices, bulletins, or other informational media provided to associations	18	18	18	18
Specific citizen inquiries/complaints addressed	190	190	200	210

Objective B:

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

Measure	FY08 Actual ¹	FY09 Actual	FY10 Projection	FY11 Forecast
Releases, advisories, or tip sheets prepared	164	197	170	175
City-related news articles written ²	540	607	575	580
Annual unique page views on the City's website ³	Not tracked	238,423	490,928	500,000

1-FY 08 actual has been adjusted based on recount

2-New measure added for FY 2011

3-Formally performed on a monthly basis

Objective C:

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

Measure	FY08 Actual ¹	FY09 Actual	FY10 Projection	FY11 Forecast
Surveys and "straw polls" conducted	--	--	--	--
Focus on Friendswood newsletter editions	4	4	4	4
City Meetings Broadcast on PEG channel	33	49	38	40

1-FY 08 actual has been adjusted based on recount

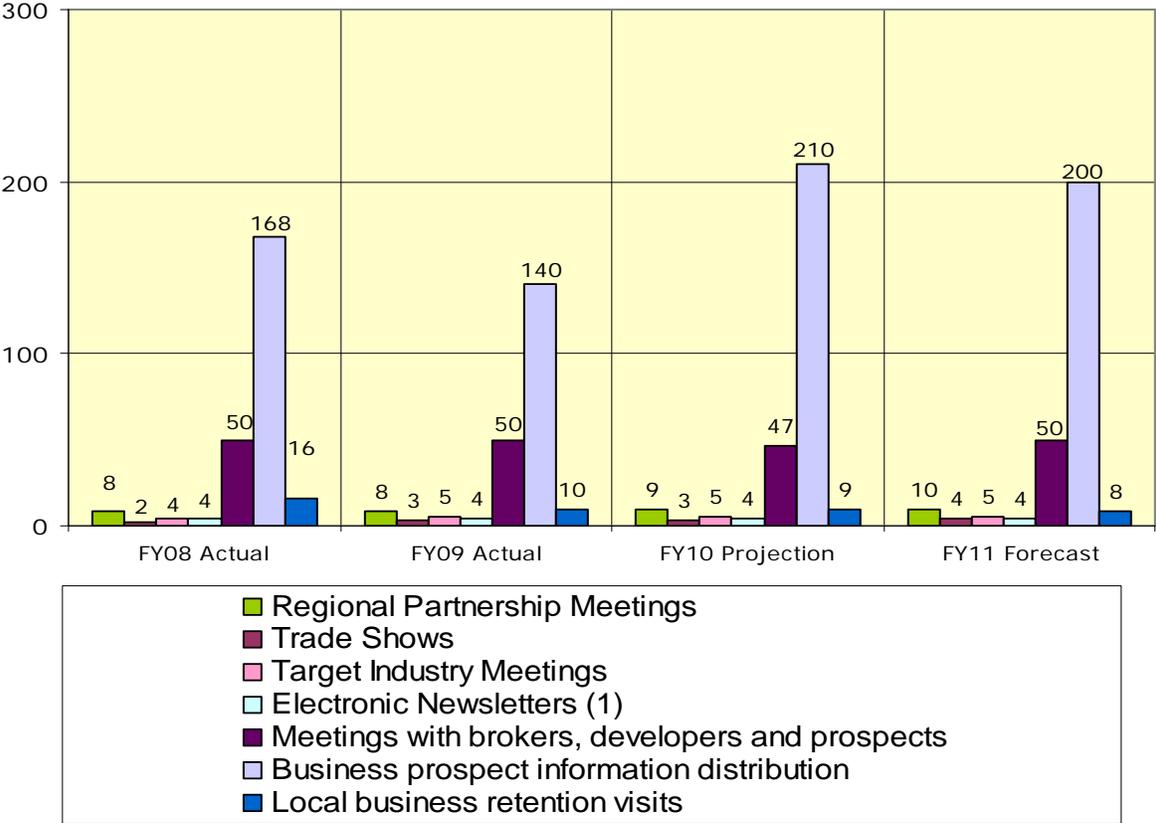
Goal 4 (correlates with City Goals 2 & 4)

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.

**Economic Development Networking
(events attended annually)**



1-Formally referred to as Articles and Press Releases (Marketing)

Objective B:
Educate and inform community on the purpose and benefit of the Economic Development Program.

Measure	FY 08 Actual	FY 09 Actual	FY 10 Projection	FY 11 Forecast
Speeches at area association meetings	2	3	3	3
Articles, presentations, or other notices produced	2	2	4	3

Objective C:
Provide support to CEDC Initiatives

Measure	FY 08 Actual	FY 09 Actual	FY 10 Projection	FY 11 Forecast
CEDC meetings attended	12	12	11	11

**City Manager's Office
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration	542,652	557,316	569,944	391,908	569,088	586,099	5.2%
Economic Development	276,733	248,928	280,670	173,842	278,184	258,028	3.7%
Department Total	\$819,385	\$806,244	\$850,614	\$565,750	\$847,272	\$844,127	4.7%

EXPENDITURE BY CLASSIFICATION

Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	577,324	569,539	569,539	424,302	564,849	619,652	8.8%
Supplies	14,970	25,422	26,428	11,285	27,223	25,623	0.8%
Maintenance	0	0	0	0	0	0	0.0%
Services	217,039	211,283	254,647	130,163	255,200	198,852	-5.9%
Capital Outlay	10,052	0	0	0	0	0	0.0%
Department Total	\$819,385	\$806,244	\$850,614	\$565,750	\$847,272	\$844,127	4.7%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration	4.5	4.5	4.5	4.5	4.5	4.5	0.0%
Legal	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Economic Development	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Department Total	5.5	5.5	5.5	5.5	5.5	5.5	0.0%

City Manager's Office



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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$310,077	\$302,960	\$302,960	\$222,417	\$296,556	\$326,358
41-20 PART-TIME WAGES	0	0	0	0	0	0
41-30 OVERTIME PAY	4,399	4,938	4,938	2,727	3,636	4,938
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	2,395	2,845	2,845	2,690	2,690	2,950
41-44 VEHICLE ALLOWANCE	10,868	11,400	11,400	7,718	10,291	10,800
41-45 INCENTIVE-CERTIFICATE PAY	6,150	3,900	3,900	4,950	6,600	6,000
41-49 CELL PHONE ALLOWANCE	2,480	2,460	2,460	1,671	2,228	2,460
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	11,241	10,884	10,884	8,522	11,363	13,987
47-10 SOCIAL SECURITY/MEDICARE	22,668	25,499	25,499	16,097	21,463	27,985
47-20 TMRS RETIREMENT FUND	46,282	48,672	48,672	35,855	47,807	54,895
47-31 ANNUAL 457 CONTRIBUTION	0	0	0	0	0	0
48-10 HEALTH/DENTAL INSURANCE	28,593	25,216	25,216	23,343	31,124	29,732
48-20 LIFE INSURANCE	833	653	653	656	875	734
48-21 TERM LIFE INSURANCE	90	0	0	943	1,257	0
48-30 DISABILITY INSURANCE	1,737	1,342	1,342	1,369	1,825	925
48-40 WORKERS COMP INSURANCE	517	402	402	335	447	340
48-50 EAP SERVICES	226	342	342	196	261	271
48-90 FLEX PLAN ADMINISTRATION	284	141	141	215	287	293
Subtotal of PERSONNEL	\$448,840	\$441,654	\$441,654	\$329,704	\$438,709	\$482,668
51-00 OFFICE SUPPLIES	\$3,118	\$4,802	\$4,802	\$1,281	\$2,500	\$4,802
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	905	1,167	1,667	1,038	1,667	1,367
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	3,878	3,878	0
Subtotal of SUPPLIES	\$4,023	\$5,969	\$6,469	\$6,197	\$8,045	\$6,169
71-60 EXECUTIVE SEARCH SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
73-50 SURETY BONDS	0	0	0	150	150	0
74-00 OPERATING SERVICES	1,799	2,650	2,650	249	2,650	2,650
74-01 POSTAL/COURIER SERVICES	594	1,000	1,000	371	1,000	1,000
74-21 FRIENDSWOOD NEWSLETTER	35,843	44,520	52,020	29,153	52,020	40,000
74-92 SPECIAL EVENTS	1,684	1,589	1,089	0	1,452	1,089
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	18,732	21,539	25,167	13,332	25,167	4,039
75-20 TRAVEL REIMBURSEMENTS	8,252	7,738	7,738	4,085	7,738	7,738
75-30 MEMBERSHIPS	1,520	2,862	2,862	1,533	2,862	2,862
75-40 PUBLICATIONS	229	0	0	0	0	300
76-12 TELEPHONE/COMMUNICATIONS	84	0	84	84	84	84
78-00 CONTRACT SERVICES	11,000	27,795	29,211	7,050	29,211	37,500
Subtotal of SERVICES	\$79,737	\$109,693	\$121,821	\$56,007	\$122,334	\$97,262
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	10,052	0	0	0	0	0
Subtotal of CAPITAL	\$10,052	\$0	\$0	\$0	\$0	\$0
Total for ADMINISTRATION	\$542,652	\$557,316	\$569,944	\$391,908	\$569,088	\$586,099

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$90,730	\$89,500	\$89,500	\$66,072	\$88,096	\$96,096
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	560	625	625	620	620	685
41-44 VEHICLE ALLOWANCE	5,434	5,400	5,400	3,859	5,145	5,400
41-45 INCENTIVE-CERTIFICATE PAY	1,800	1,800	1,800	1,350	1,800	1,800
41-49 CELL PHONE ALLOWANCE	1,033	1,140	1,140	693	1,140	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	7,398	7,486	7,486	5,400	7,200	7,848
47-20 TMRS RETIREMENT FUND	13,696	14,771	14,771	10,714	14,285	16,013
48-10 HEALTH/DENTAL INSURANCE	6,847	6,307	6,307	5,135	6,847	7,347
48-20 LIFE INSURANCE	246	196	196	193	257	214
48-30 DISABILITY INSURANCE	516	402	402	403	537	270
48-40 WORKERS COMP INSURANCE	148	118	118	98	131	98
48-50 EAP SERVICES	57	57	57	46	61	54
48-90 FLEX PLAN ADMINISTRATION	19	83	83	15	20	19
Subtotal of PERSONNEL	\$128,484	\$127,885	\$127,885	\$94,598	\$126,140	\$136,984
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
54-00 OPERATING SUPPLIES	10,947	19,453	19,959	5,088	19,178	19,454
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$10,947	\$19,453	\$19,959	\$5,088	\$19,178	\$19,454
74-00 OPERATING SERVICES	\$1,536	\$4,742	\$4,742	\$547	\$4,742	\$4,742
74-01 POSTAL/COURIER SERVICES	589	530	530	311	570	530
74-91 ADVERTISING/PUBLIC NOTICE	8,351	8,480	9,716	2,836	9,716	8,480
74-92 SPECIAL EVENTS	0	0	0	0	0	0
75-10 TRAINING	1,045	2,771	2,771	1,158	2,771	2,771
75-20 TRAVEL REIMBURSEMENTS	1,616	5,621	5,621	1,810	5,621	5,621
75-30 MEMBERSHIPS	2,250	1,814	1,814	1,205	1,814	1,814
75-40 PUBLICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	82,918	77,632	77,632	36,289	77,632	77,632
79-21 PROG 380 ECON DEV GRANTS	38,997	0	30,000	30,000	30,000	0
Subtotal of SERVICES	\$137,302	\$101,590	\$132,826	\$74,156	\$132,866	\$101,590
Total for ECONOMIC DEVELOPMENT	\$276,733	\$248,928	\$280,670	\$173,842	\$278,184	\$258,028

Administrative Services

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.

The Finance staff is responsible for the day to day operations of all financial activities including accounts payable, payroll, revenue collection, debt management, purchasing, financial and grant reporting and adherence to accounting standards, Charter requirements and State law.

The Finance staff is also 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 21 consecutive years. For the seventh 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.

During fiscal year 2009-10, Administrative Services staff continued with implementation of the Alarm Permit Program. The day to day operations are a collaborative effort between Accounting and Utility Billing staff. Staff has been working to finalize recording and reporting the City's Public Assistance claims to FEMA for Hurricane Ike.

Utility Billing/Customer Service personnel provide billing, collection and customer information services for 12,138 accounts. This includes processing approximately 73,000 bills and payments annually, as well as handling an average of 25,000 phone calls and walk-in customers annually. This area 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 equitable, quality service to all City utility customers.

Municipal Court's function is to bring a fair and impartial 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 last Wednesday of the month at the City's Public Safety Building. Current activity level indicates we will process approximately 8,500 Class C Misdemeanors during 2009-10. Semi-monthly daytime court 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.

Administrative Services

The **Human Resources/Risk Management** division is responsible for all human resource and risk management functions, which includes but not limited to personnel recruitment and retention, compensation, EEO compliance, employee benefits, training and development, new employee orientation, employee safety, unemployment claims, liability and property insurance claims, personnel policy interpretation and updates. The City has continued to benefit from the proactive stance on work related injuries. With the training provided by the Safety Officer and the support received from the City Administration, the number of lost time injuries has continued to drop which has resulted in lower workers compensation insurance experience modifier which results in a savings for the City. The Employee's Wellness Committee hosted several programs to promote a healthier lifestyle. Human Resources implemented the mandated changes to the federal regulations for ADA, COBRA FMLA and health care which includes informing employees of the changes.

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, maintaining 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 is located at the Public Safety Building and hosts the Police Department's former Crimes and Computer Aided Dispatch software. The Public Safety iSeries is no longer active and currently serves to host historical data until a complete data conversion is completed. The City network includes fiber optic cable and data communications equipment connecting all City buildings to servers, a firewall and a Storage Area Network (SAN) located at City Hall, a server at the Public Safety Building, a server at Public Works, 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 Public Safety Building. IT provides support for the operation of the City's cable TV channel and more recently the on-demand web streaming of City Council meetings. The City's web site is also managed by the IT Staff. IT currently supports E-Gov applications for Utility Bill inquiry and payment, Court case inquiry and payment, Building Permit inquiry and inspection scheduling.

In fiscal year 2007-08, the IT department implemented an upgrade to the software utilized by the Police Department and Friendswood Volunteer Fire Department by migrating to the OSSI software. The system interconnects with surrounding agencies and allows our citizens access to open records information, online availability of accident reports and names of jail occupants. The most significant feature of this system is the increased information and capabilities available to the officer in the field.

Administrative Services

Highlights of Budget

Decision Packages (Funded)

Computer Refresh Project -Annual Payment (Funded by Tax Debt Service-Financed over 3 yrs)	Ongoing Cost	\$110,250
Court – Teen Court	Ongoing Cost	\$13,000
	One-time Cost	\$1,500

Decision Packages (Unfunded)

Court – Warrant Round-up	Ongoing Cost	\$11,500
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Departmental Goals and Measures

Goal 1 (correlates with City Goals 1 & 6)

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

Objective A:

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

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Release monthly financial statement by the 15 th of the following month.	90%	90%	100%	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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 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 21st consecutive year with the 2008-09 CAFR document and staff intends to continue this tradition.

Goal 2 (correlates with 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.

Administrative Services

Objective A:

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)	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Fund balance will cover at least 90 days (25%) of current year budgeted expenditures.	151	130	98	107

Trend: The estimated fund balance for 2009-10 is \$7.06 million. The 90-day operating reserve target is \$5.1 million. Other designations total \$247,243; leaving \$1.76 million available for future projects.

Goal 3 (correlates with 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	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Forecast
Proposed budget delivered to Mayor and Council	08/01/07	07/31/08	07/31/09	07/30/10

Objective B:

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

Measure	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Forecast
Adopted budget delivered to City Council and Staff	10/03/07	11/05/08	11/20/09	10/01/10

Administrative Services

Objective C:

Report budget changes, regularly, through the budget amendment process at least three times per fiscal year.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Prepare Budget Amendment I by December 31	01/14/08	01/26/09	12/07/09	12/31/10
Prepare Budget Amendment II by April 30	07/21/08	06/15/09	01/04/10	04/30/11
Prepare Budget Amendment III by October 31	12/01/08	12/07/09	02/22/10	10/31/11

Goal 4 (correlates with City Goals 5 & 6)

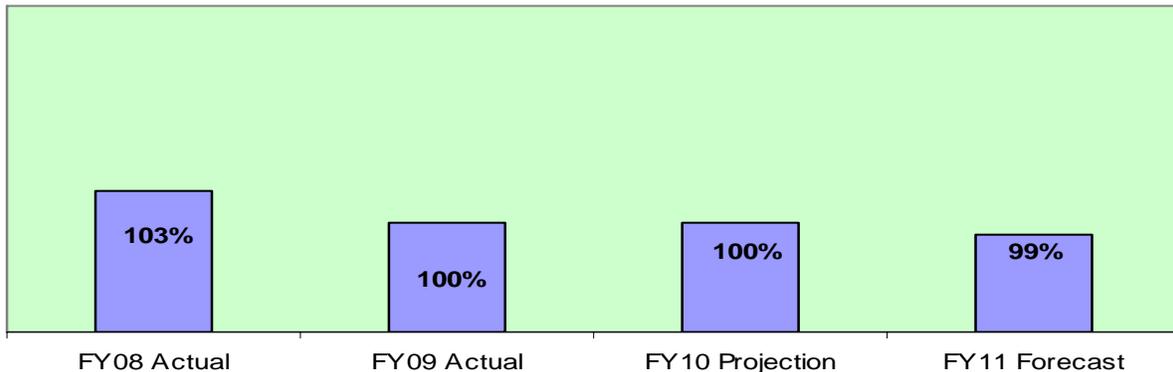
The goal for the Municipal Court is to handle violations in accordance with State Law, City Ordinance and policies set by the municipal judge, to see that every person is treated fairly and equally, and to manage court operations efficiently.

Objective A:

Monitor Municipal Court clearance ratios to ensure efficiency of staff in timely case disposition and prevention of case backlogs.

The case clearance ratio is determined as a percentage of the number of outgoing cases compared to the number of incoming cases and measures whether the court is keeping up with its incoming caseload. This prevents a growing backlog of cases awaiting disposition.

Measure: Annual Clearance Ratio of 98% or greater



*Ratios higher than 100% represent cases older than the years measured

Trend: The Municipal Court has implemented new procedures and programs to assist in processing its cases. Fail to Appear or Violate Promise to Appear charges are filed the day following a missed court appearance. A bond is required to be posted by a defendant to reschedule a court appearance. The court is submitting new warrants to the Police Department to be added onto the PD warrant list, then into SETCIC in a timely manner. As a result of this program, the number of arrests has increased, clearing more cases than in previous years. The court began utilizing a collection agency to locate outstanding warrants in April 2008. The court has cleared over 4,500 cases as a result of the work completed by the collection agency.

Administrative Services

Objective B:

Cost per Disposed Case - Monitor the average cost of processing a single case to improve court operations, which forges a direct connection between how budgeted dollars are spent and divisional accomplishments.

Measure: Cost Per Disposed Case less than \$55



Trend: The Municipal Court currently has 11 staff members, which includes the Presiding Judge, the Associate Judge and 2 prosecutors. The salary adjustment given to all city employees in January 2008 contributes directly to the significant increase in the cost per disposed case. The warrant officer is on the road each day to assist in transporting defendants from one jurisdiction to Friendswood, as well as trying to locate our local warrants. Since the move to the Public Safety Building, a staff member must make at least one trip to City Hall, the post office or the bank each day, increasing the mileage expense. Travel expense to and from training seminars will also increase as attendance is required for the court staff to maintain certification. The judges and prosecutors must also complete continuing education hours.

The number of citations filed with the Municipal Court has declined from the 15,000 citations written in 2006 to 13,272 citations issued in fiscal year 2007, 9,639 citations issued in fiscal year 2008, and 9,242 in fiscal year 2009. The Friendswood Police Department is utilizing automatic citation writers, enabling the Municipal Court to electronically download the citations into the court system. Approximately 20% of the citations are entered electronically and 80% require manual entry. New printers were replaced in 2008 to enable police officers to print an electronic citation in less than a minute. However, the percentage of how tickets are entered into the system remains unchanged. Currently, the court, police department and the IT Department are working to convert the software used for e-citations to OSSI software, which should be completed by the end of the fiscal year. The citation writers should eliminate the need for manual data entry and allow Municipal Court staff to fully utilize the technology available.

The Municipal Court and the IT Department are working to add an Interactive Voice Response line to our phone system. The IVR line will allow defendants to access the court system 24 hours a day, 7 days a week, to retrieve information regarding their citation. The information available will include location, business hours, the balance due, and payment due date, the next court date and the status of a case.

Administrative Services

Objective C:

Increase the number of cleared warrants; collect outstanding court fines and fees to ensure compliance with court orders and judgments.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
To clear a minimum of 100% of all outstanding warrants annually.	108% *	103% *	109% *	109% *

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

Trend: The Municipal Court designates two clerks to assist the warrant officer in processing warrants. The dispatchers in the Police Department receive a list of new outstanding warrants, which are then entered into SETCIC. Once a warrant is in SETCIC, a defendant with outstanding Friendswood warrants is subject to arrest by agencies in the surrounding area. These cases are also entered into OMNIBASE, the Failure to Appear Program for the State of Texas.

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. In April 2008, the City contracted with Perdue, Brandon, Fielder, Collins and Mott to collect the court's outstanding warrants. The court submits cases to the collection agency twice a month, 60 days from the date the warrant was issued. Since April 2008, the court has submitted over 9100 cases and has cleared almost 4500 cases as a direct result of the work completed by Perdue, Brandon, Fielder, Collins and Mott.

FY 2010 was the first year the Municipal Court, the Police Department and the Fire Marshal's Office participated in the State-wide Warrant Round-up. The court was open for extended hours on Wednesday, March 3, 2010, Saturday, March 6, 2010 and Wednesday March 10, 2010. The Round-up, conducted from February 19, 2010 thru March 15, 2010, was announced through news conferences around the state and through the City of Friendswood's website. During the Round-Up, 388 warrants, with a face value of \$152,234.33, were cleared, with the actual amount collected of \$87,591.36.

Goal 5 (correlates with 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Maximize system, network, and server availability during users' normal work hours	99%	99%	99.9%	99.9%

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%.

Administrative Services

Objective B:
Provide prompt response to computer system problems

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Respond promptly to priority 1 call for service	Avg. < 30 Minutes			
Resolve priority 1 problems or enlist contract assistance promptly	Avg. < 1 Hour			

Trend: Calls are rated Priority 1 calls when the user needs immediate attention and cannot perform normal duties. Examples include the user's computer being inoperable, user being unable to print to any printer or not being able to access the network or certain network resources. Users will communicate directly with IT staff via telephone, cell phone 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 (correlates with 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:
Provide training and safety programs annually, to educate the City's workforce in best practices to reduce or avoid workplace injuries and illnesses.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Provide safety meetings to CDD/PW and Community Services employees.	15	15	16	16
Provide safety programs to other employees	10	10	12	12

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

Administrative Services

Objective B:

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

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Inspect all city facilities	1 per year	1 per year	1 per year	1 per year
Observe safety habits of work crews	Weekly	Weekly	Weekly	Weekly
Meet with maintenance personnel as needed	12 Meetings per year			
Assist with emergency management & fire drills in city facilities	1 per year	1 per year	1 per year	1 per year

Trend: The Safety & Training Coordinator conducts annual inspections 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 or more often to ensure proper 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
# Lost workdays due to injuries or illness	19	30	0	0
# Work-related injury/illness reportable incidents	9	7	5	5

Trend: In FY 2009, the city experienced 1 work injuries that resulted in 30 days of lost time. In FY 2010 we have had 4 reportable injuries and 0 lost work days. Each injury accident is investigated and whenever possible corrective action is taken to minimize the factors that contributed to the accident/injuries.

Goal 7 (correlates with City Goal 6)

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

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.

Administrative Services

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Develop procedures for HR staff to follow when hiring new employees (from recruitment advertising through the New Employee Orientation)	Reviewed and refine the process	Continued Review/ refinement	Continue to Review/ Refinement	Continue to Review/ Refinement
Conduct monthly New Employee Orientation sessions that cover the required new hire documentation and introduces the new employee to the City	12	12	10	11

Trend: The Employee Orientation Program continues to be modified to meet the needs expressed by the focus team and address concerns of staff. 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. This activity provides critical indirect support to all core services and is administratively necessary for maintaining a city workforce.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Job applications processed manually	705	853	549	600
The number of jobs posted on the City's official web site	26	27	16	17
The number of ads placed in the City's official newspaper	111	60	27	50
Number of ads placed with other sources (TML, Colleges, Professional Publications, etc.)	10	12	10	12

Trend: The number of applications received in response to job ads has been very strong. The City has expanded its recruitment efforts to include job ads being placed on the City's web site and TV channel. Job ads are also placed on Group Builder.

Administrative Services

Goal 8 (correlates with 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Number of positions reviewed for classification	All Full-Time Positions	All Full-Time Positions	40%	40%
City salary survey conducted	Completed 07/30/08	Completed 07/30/09	Completed by 07/30/10	Target by 7/30/11
Specific position salary surveys conducted	10	10	12	15

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. 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 may influence wages.

**Administrative Services
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Finance	621,144	795,017	799,593	495,478	774,288	750,968	-5.5%
Other Functions	212,288	214,478	214,478	120,591	214,478	214,478	0.0%
Municipal Court	565,646	554,746	554,746	389,214	557,513	582,891	5.1%
Human Resources	364,641	392,419	392,419	251,539	359,471	394,324	0.5%
Insurance (GF)	131,329	154,696	154,696	108,755	150,548	134,100	-13.3%
Risk Management (GF)	99,653	110,714	113,910	73,496	109,193	111,138	0.4%
Information Technology	693,402	725,369	725,369	488,670	740,086	697,295	-3.9%
Utility Billing (W/S)	1,649,908	261,680	261,680	200,708	265,589	270,790	3.5%
Insurance (W/S)	84,723	104,447	104,447	81,661	108,967	91,800	-12.1%
Risk Management (W/S)	6,255	15,255	15,255	3,952	15,405	15,255	0.0%
Department Total	\$4,428,989	\$3,328,821	\$3,336,593	\$2,214,064	\$3,295,538	\$3,263,039	-2.0%

EXPENDITURE BY CLASSIFICATION

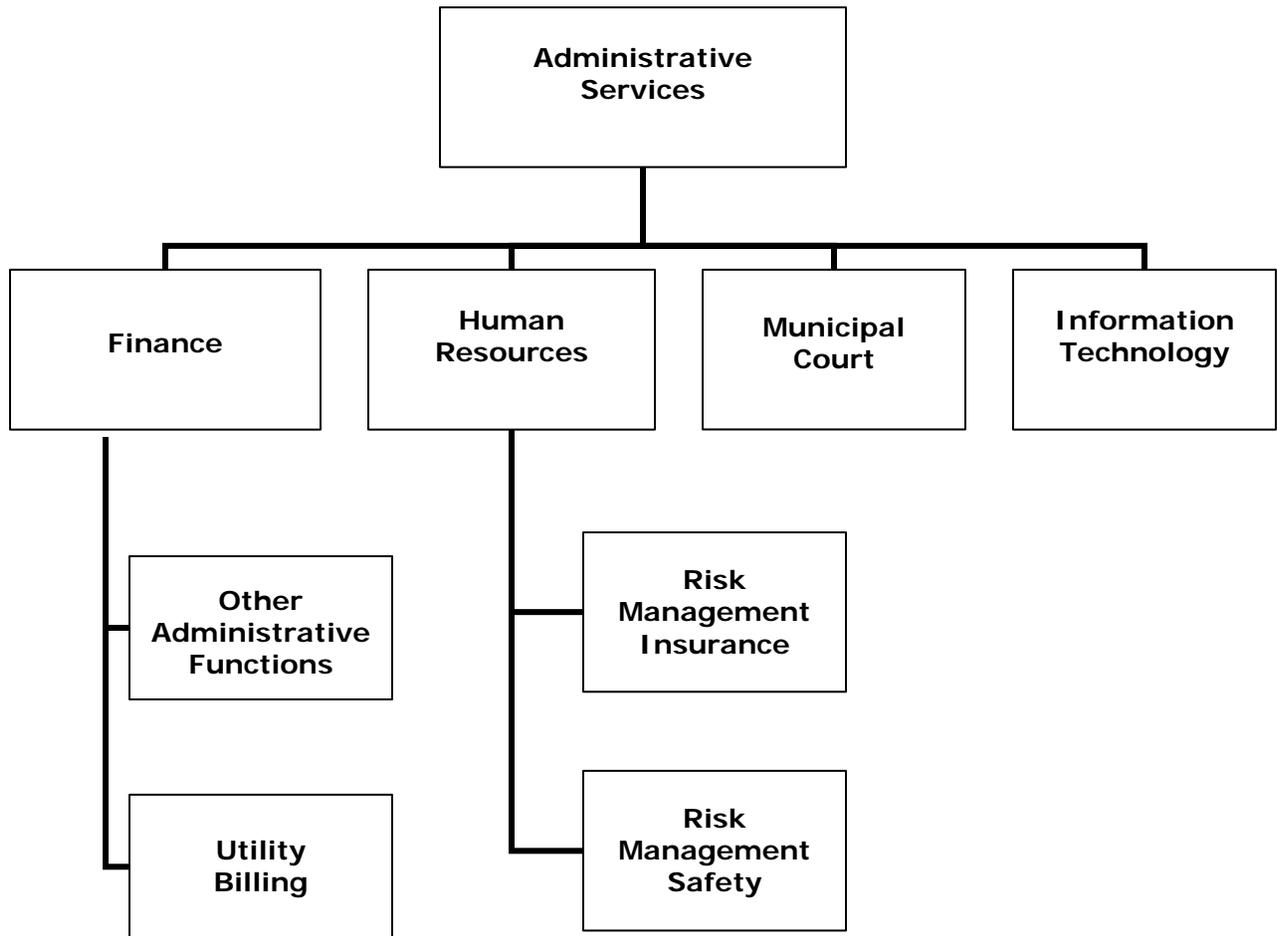
Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	1,850,449	2,000,682	2,000,682	1,362,422	1,986,515	2,045,505	2.2%
Supplies	50,315	88,609	91,595	29,991	72,901	77,460	-12.6%
Maintenance	68,361	73,462	73,462	44,333	71,724	73,462	0.0%
Services	937,453	1,114,641	1,119,427	754,352	1,112,971	1,037,730	-6.9%
Capital Outlay	44,980	22,545	22,545	0	22,545	0	-100.0%
Other	1,477,431	28,882	28,882	22,966	28,882	28,882	0.0%
Department Total	\$4,428,989	\$3,328,821	\$3,336,593	\$2,214,064	\$3,295,538	\$3,263,039	-2.0%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Finance	8.5	8.5	8.5	8.5	8.5	8.5	0.0%
Municipal Court	7.7	7.7	7.7	7.7	7.7	7.7	0.0%
Human Resources	4.0	4.0	4.0	4.0	4.0	4.0	0.0%
Risk Management (GF)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
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)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	27.2	27.2	27.2	27.2	27.2	27.2	0.0%

GF-General Fund, W/S-Water and Sewer Fund

Administrative Services



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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$408,361	\$522,353	\$522,353	\$322,529	\$507,353	\$491,910
41-20 PART-TIME WAGES	0	0	13,780	5,227	8,469	13,364
41-30 OVERTIME PAY	3,343	1,317	1,317	1,814	3,219	1,317
41-43 LONGEVITY PAY	2,600	4,305	4,305	3,096	4,305	3,380
41-44 VEHICLE ALLOWANCE	0	5,400	5,400	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	6,450	9,600	9,600	6,350	9,600	9,600
41-49 CELL PHONE ALLOWANCE	81	1,440	1,440	774	1,032	1,140
41-90 ACCRUED PAYROLL	0	0	0	783	783	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	12,829	13,780	0	0	0	0
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	32,488	42,402	42,402	25,431	42,402	39,745
47-20 TMRS RETIREMENT FUND	58,349	81,587	81,587	49,756	81,587	78,984
48-10 HEALTH/DENTAL INSURANCE	32,026	37,778	37,778	24,441	37,778	37,282
48-20 LIFE INSURANCE	1,111	1,142	1,142	964	1,285	1,113
48-30 DISABILITY INSURANCE	2,305	2,343	2,343	1,984	2,645	1,403
48-40 WORKERS COMP INSURANCE	648	692	692	452	603	509
48-50 EAP SERVICES	456	513	513	372	496	486
48-90 FLEX PLAN ADMINISTRATION	253	0	0	244	325	370
Subtotal of PERSONNEL	\$561,300	\$724,652	\$724,652	\$444,217	\$701,883	\$680,603
51-00 OFFICE SUPPLIES	\$2,002	\$4,120	\$4,120	\$2,210	\$3,697	\$4,120
54-00 OPERATING SUPPLIES	2,251	1,957	1,957	1,763	2,351	1,957
58-00 OPERATING EQUIPMENT <\$5,000	0	515	515	0	0	515
Subtotal of SUPPLIES	\$4,253	\$6,592	\$6,592	\$3,973	\$6,047	\$6,592
63-00 VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
71-20 AUDIT SERVICES	\$27,967	\$29,096	\$29,096	\$19,125	\$19,125	\$29,096
71-40 CONSULTING SERVICES	1,244	9,270	20,346	8,576	20,346	15,770
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	10,907	10,506	4,006	4,807	6,409	4,006
74-01 POSTAL/COURIER SERVICES	2,542	2,850	2,850	2,072	2,763	2,850
74-91 ADVERTISING/PUBLIC NOTICE	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	96	0	500	345	460	500
75-10 TRAINING	3,575	4,923	4,923	4,831	6,441	4,923
75-20 TRAVEL REIMBURSEMENTS	4,059	5,480	4,980	2,970	3,960	4,980
75-30 MEMBERSHIPS	810	1,030	1,030	385	1,030	1,030
75-40 PUBLICATIONS	0	0	0	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	323	618	618	273	618	618
78-30 RENTAL	0	0	0	0	0	0
98-30 PROVISION FOR A/R UNCOLLECTED	4,068	0	0	3,904	5,205	0
Subtotal of SERVICES	\$55,591	\$63,773	\$68,349	\$47,288	\$66,358	\$63,773
Total for FINANCE	\$621,144	\$795,017	\$799,593	\$495,478	\$774,288	\$750,968

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	0	5,000	0	0	0	0
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
74-31 TAX APPRAISAL SERVICES	138,692	143,728	143,728	77,722	143,728	143,728
74-32 TAX COLLECTION SERVICES	6,424	7,725	7,725	3,447	7,725	7,725
74-33 PROPERTY TAX REFUND	0	58,025	58,025	37,214	58,025	58,025
74-35 COUNTY TAX OFFICE IN CH	864	0	5,000	2,208	5,000	5,000
74-91 ADVERTISING/PUBLIC NOTICE	344	0	0	0	0	0
75-40 PUBLICATIONS	0	0	0	0	0	0
Subtotal of SERVICES	\$146,324	\$214,478	\$214,478	\$120,591	\$214,478	\$214,478
74-01 POSTAL AND COURIER	\$0	\$0	\$0	\$0	\$0	\$0
98-71 PROPERTY TAX REFUNDS	65,964	0	0	0	0	0
Subtotal of OTHER	\$65,964	\$0	\$0	\$0	\$0	\$0
Total for OTHER ADMIN FUNCTIONS	\$212,288	\$214,478	\$214,478	\$120,591	\$214,478	\$214,478

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$261,253	\$264,819	\$264,819	\$185,578	\$264,819	\$271,533
41-20 PART-TIME WAGES	0	0	0	0	0	12,000
41-30 OVERTIME PAY	9,596	7,502	7,502	7,705	10,273	10,002
41-43 LONGEVITY PAY	2,335	2,845	2,845	2,810	2,810	3,265
41-45 INCENTIVE-CERTIFICATE PAY	8,735	8,760	8,760	7,095	8,760	10,200
41-49 CELL PHONE ALLOWANCE	420	420	420	291	388	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	106,975	92,525	92,525	75,109	100,145	91,581
42-25 FIXED RATE PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	28,793	28,110	28,110	20,629	27,505	29,304
47-20 TMRS RETIREMENT FUND	38,842	42,254	42,254	30,012	40,016	45,474
48-10 HEALTH/DENTAL INSURANCE	36,951	33,961	33,961	27,870	37,160	39,918
48-20 LIFE INSURANCE	723	573	573	553	737	613
48-30 DISABILITY INSURANCE	1,504	1,177	1,177	1,151	1,535	773
48-40 WORKERS COMP INSURANCE	1,414	1,041	1,041	876	1,168	800
48-50 EAP SERVICES	399	741	741	366	488	702
48-90 FLEX PLAN ADMINISTRATION	135	104	104	107	143	251
Subtotal of PERSONNEL	\$498,075	\$484,832	\$484,832	\$360,152	\$495,948	\$516,836
51-00 OFFICE SUPPLIES	\$7,514	\$15,034	\$15,034	\$4,727	\$13,303	\$10,034
52-00 PERSONNEL SUPPLIES	52	506	506	72	496	506
53-00 VEHICLE SUPPLIES	0	170	170	0	0	170
53-01 FUEL	752	1,056	1,056	684	1,056	1,056
54-00 OPERATING SUPPLIES	5,710	10,817	10,607	1,695	7,260	10,607
58-00 OPERATING EQUIPMENT <\$5,000	0	56	56	0	0	1,556
Subtotal of SUPPLIES	\$14,028	\$27,639	\$27,429	\$7,178	\$22,115	\$23,929
63-00 VEHICLE MAINTENANCE	\$0	\$1,480	\$1,480	\$0	\$0	\$1,480
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$0	\$1,480	\$1,480	\$0	\$0	\$1,480
72-12 MEDICAL EXAMINATIONS	\$0	\$0	\$0	\$0	\$0	\$0
73-11 VEHICLE INSURANCE	479	805	805	319	525	805
73-22 LAW ENFORCEMENT INSURANCE	553	1,152	1,152	573	964	1,152
73-50 SURETY BONDS	0	150	150	71	71	150
74-00 OPERATING SERVICES	206	6,785	6,785	3,361	4,481	6,785
74-01 POSTAL/COURIER SERVICES	2,890	5,727	5,727	2,431	5,241	6,027
74-97 RECRUITMENT ADVERTISING	0	109	109	0	0	109
75-10 TRAINING	2,005	1,965	1,965	1,190	1,787	1,965
75-20 TRAVEL REIMBURSEMENTS	3,916	4,735	4,735	3,106	4,641	4,735
75-30 MEMBERSHIPS	240	253	253	240	240	253
75-40 PUBLICATIONS	0	0	36	36	48	36
76-12 TELEPHONE/COMMUNICATIONS	84	0	84	84	84	284
78-00 CONTRACT SERVICES	39,248	13,710	13,710	10,423	15,897	18,255
78-30 RENTAL	63	0	90	50	67	90
78-31 VEHICLE LEASE-INTERNAL	3,859	3,859	3,859	0	3,859	0
Subtotal of SERVICES	\$53,543	\$39,250	\$39,460	\$21,884	\$37,906	\$40,646
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	1,545	1,545	0	1,545	0
Subtotal of CAPITAL	\$0	\$1,545	\$1,545	\$0	\$1,545	\$0
Total for MUNICIPAL COURT	\$565,646	\$554,746	\$554,746	\$389,214	\$557,513	\$582,891

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$192,593	\$196,408	\$196,408	\$131,109	\$186,812	\$205,648
41-30 OVERTIME PAY	3,913	2,573	2,573	2,490	3,320	2,573
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,240	1,500	1,500	1,475	1,554	1,340
41-45 INCENTIVE-CERTIFICATE PAY	3,200	3,000	3,000	2,100	2,833	2,400
41-48 PAY PLAN ADJUSTMENTS	0	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	1,154	1,140	1,140	774	1,032	1,140
41-90 ACCRUED PAYROLL	0	0	0	543	724	0
47-10 SOCIAL SECURITY/MEDICARE	14,607	15,323	15,323	10,079	13,439	16,117
47-20 TMRS RETIREMENT FUND	27,806	30,235	30,235	20,405	27,207	32,862
48-10 HEALTH/DENTAL INSURANCE	29,065	27,812	27,812	18,512	24,683	33,132
48-20 LIFE INSURANCE	533	423	423	385	513	460
48-30 DISABILITY INSURANCE	1,106	868	868	803	1,071	580
48-40 WORKERS COMP INSURANCE	302	259	259	184	245	212
48-50 EAP SERVICES	228	228	228	169	225	216
48-80 UNEMPLOYMENT COMPENSATION	17,717	10,000	10,000	14,134	18,845	25,000
48-90 FLEX PLAN ADMINISTRATION	147	0	0	107	143	143
Subtotal of PERSONNEL	\$293,611	\$289,769	\$289,769	\$203,269	\$282,645	\$321,823
51-00 OFFICE SUPPLIES	\$2,913	\$3,605	\$3,605	\$1,131	\$2,858	\$3,605
52-00 PERSONNEL SUPPLIES	574	1,597	1,597	228	1,304	1,597
52-21 5 STAR FUNCTION SUPPLIES	1,753	2,121	2,121	1,718	2,121	2,121
52-23 STAFF DEV PROG SUPPLIES	573	2,545	2,545	106	2,141	2,545
54-00 OPERATING SUPPLIES	3,808	4,242	4,242	3,156	4,208	4,242
58-00 OPERATING EQUIPMENT <\$5,000	537	955	955	65	687	955
Subtotal of SUPPLIES	\$10,158	\$15,065	\$15,065	\$6,404	\$13,319	\$15,065
71-40 CONSULTING SERVICES	\$0	\$2,651	\$2,651	\$0	\$0	\$2,651
71-90 OTHER PROFESSIONAL SERVICE	0	0	0	0	0	0
72-12 MEDICAL EXAMINATIONS	6,166	5,302	5,302	5,421	5,228	6,802
72-13 DRUG TESTING SERVICES	196	0	0	0	0	0
72-20 PERSONNEL EVENTS/PROGRAMS	6,832	9,015	9,015	5,856	9,808	9,015
72-21 5 STAR FUNCTION SERVICES	9,538	9,227	9,227	8,904	9,372	9,227
72-23 STAFF DEVELOPMENT PROGRAM	7,693	19,699	19,699	7,848	12,464	3,199
74-00 OPERATING SERVICES	4,799	7,241	7,241	0	0	7,241
74-01 POSTAL/COURIER SERVICES	213	371	371	91	256	371
74-91 ADVERTISING/PUBLIC NOTICE	0	265	265	0	0	265
74-96 CRIMINAL HISTORY SERVICES	853	4,226	4,226	905	1,207	4,226
74-97 RECRUITMENT ADVERTISING	96	3,182	3,182	631	1,841	3,182
75-10 TRAINING	4,544	2,863	2,863	1,850	2,717	2,863
75-20 TRAVEL REIMBURSEMENTS	3,763	2,651	2,651	2,924	3,200	2,651
75-30 MEMBERSHIPS	755	743	743	470	627	743
76-12 TELEPHONE/COMMUNICATIONS	168	0	0	168	224	0
77-10 SOFTWARE LICENSE FEE	5,500	0	0	0	0	0
78-00 CONTRACT SERVICES	9,756	20,149	20,149	6,798	16,564	5,000
Subtotal of SERVICES	\$60,872	\$87,585	\$87,585	\$41,866	\$63,507	\$57,436
Total for HUMAN RESOURCES	\$364,641	\$392,419	\$392,419	\$251,539	\$359,471	\$394,324

**Administrative Services
Insurance (General Fund)
001-0411-415**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
73-13 MOBILE EQUIPMENT	\$1,492	\$1,597	\$1,597	\$2,210	\$2,210	\$2,300
73-21 GENERAL LIABILITY	9,969	11,198	11,198	8,813	8,813	13,000
73-23 PUBLIC OFFICIAL	15,826	14,787	14,787	15,521	15,521	16,000
73-24 CRIME & ACCIDENT COVERAGE	1,263	2,186	2,186	2,012	2,012	2,000
73-31 WINDSTORM (GALV CITY)	70,374	96,060	96,060	51,328	92,060	65,000
73-32 REAL & PERSONAL PROPERTY	30,792	18,378	18,378	27,295	27,295	30,000
73-33 FLOOD	653	7,049	7,049	687	687	700
73-50 SURETY BONDS	960	2,380	2,380	889	889	900
73-80 PRIOR YEAR INSURANCE	0	1,061	1,061	0	1,061	1,200
73-90 INSURANCE ADMINISTRATION	0	0	0	0	0	3,000
Subtotal of SERVICES	\$131,329	\$154,696	\$154,696	\$108,755	\$150,548	\$134,100
Total for INSURANCE	\$131,329	\$154,696	\$154,696	\$108,755	\$150,548	\$134,100

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$55,364	\$57,105	\$57,105	\$38,882	\$57,105	\$56,946
41-30 OVERTIME PAY	2,271	2,573	2,573	0	2,573	2,573
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	400	465	465	460	460	525
41-44 VEHICLE ALLOWANCE	5,434	5,400	5,400	3,859	5,400	5,400
41-45 INCENTIVE-CERTIFICATION PAY	2,100	2,100	2,100	1,575	2,100	2,100
41-49 CELL PHONE ALLOWANCE	1,154	1,140	1,140	774	1,140	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,980	5,193	5,193	3,212	5,193	5,263
47-20 TMRS RETIREMENT FUND	9,180	10,246	10,246	6,719	10,246	10,719
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	154	124	124	118	157	129
48-30 DISABILITY INSURANCE	319	254	254	244	325	163
48-40 WORKERS COMP INSURANCE	99	78	78	61	81	62
48-50 EAP SERVICES	57	57	57	46	61	54
48-80 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0
48-90 FLEX PLAN ADMINISTRATION	89	0	0	67	89	85
Subtotal of PERSONNEL	\$81,601	\$84,735	\$84,735	\$56,017	\$84,932	\$85,159
51-00 OFFICE SUPPLIES	\$18	\$557	\$557	\$52	\$269	\$557
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	6,920	7,438	10,634	3,411	7,048	7,438
58-00 OPERATING EQUIPMENT <\$5,000	604	1,443	1,443	185	247	1,443
Subtotal of SUPPLIES	\$7,542	\$9,438	\$12,634	\$3,648	\$7,564	\$9,438
71-20 AUDIT SERVICES	\$1,000	\$0	\$0	\$0	\$0	\$0
72-20 PERSONNEL EVENTS/PROGRAMS	8,053	7,423	7,423	6,886	9,181	7,423
73-80 PRIOR YEAR INSURANCE	0	0	0	6,150	6,150	0
74-00 OPERATING SERVICES	9	7,210	7,210	0	0	7,210
74-94 PERMITS/INSPECTION/TESTING	150	159	159	57	57	159
75-10 TRAINING	570	1,007	1,007	445	593	1,007
75-20 TRAVEL REIMBURSEMENTS	562	424	424	55	398	424
75-30 MEMBERSHIPS	166	318	318	238	317	318
Subtotal of SERVICES	\$10,510	\$16,541	\$16,541	\$13,831	\$16,697	\$16,541
Total for RISK MANAGEMENT	\$99,653	\$110,714	\$113,910	\$73,496	\$109,193	\$111,138

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$203,991	\$201,574	\$201,574	\$143,417	\$206,223	\$210,079
41-30 OVERTIME PAY	8,852	4,547	4,547	2,850	8,265	4,545
41-31 HOLIDAY HRS WORKED	183	0	0	0	0	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,630	1,825	1,825	1,810	1,810	2,005
41-45 INCENTIVE-CERTIFICATE PAY	2,100	2,100	2,100	1,575	2,100	2,100
41-49 CELL PHONE ALLOWANCE	2,005	1,980	1,980	1,345	1,980	1,980
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	16,211	15,870	15,870	11,173	14,897	16,696
47-20 TMRS RETIREMENT FUND	30,103	31,315	31,315	22,271	29,695	34,045
48-10 HEALTH/DENTAL INSURANCE	20,548	18,844	18,844	15,411	20,548	22,110
48-20 LIFE INSURANCE	551	433	433	428	571	472
48-30 DISABILITY INSURANCE	1,147	890	890	891	1,188	595
48-40 WORKERS COMP INSURANCE	586	478	478	363	484	395
48-50 EAP SERVICES	171	171	171	139	185	162
48-90 FLEX PLAN ADMINISTRATION	128	0	0	97	129	123
Subtotal of PERSONNEL	\$288,206	\$280,027	\$280,027	\$201,770	\$288,075	\$295,307
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	1,586	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	1,700	1,700	1,140	1,700	1,700
57-00 COMPUTER SUPPLIES	3,917	9,811	9,811	520	3,693	9,811
58-00 OPERATING EQUIPMENT <\$5,000	2,712	11,559	11,559	2,119	10,825	4,120
Subtotal of SUPPLIES	\$8,215	\$23,070	\$23,070	\$3,779	\$16,219	\$15,631
67-00 COMPUTER EQUIP MAINT	\$68,361	\$71,724	\$71,724	\$44,333	\$71,724	\$71,724
Subtotal of MAINTENANCE	\$68,361	\$71,724	\$71,724	\$44,333	\$71,724	\$71,724
71-30 ENGINEERING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	267	0	0	249	332	0
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	2,092	9,311	9,311	4,890	8,520	9,311
75-20 TRAVEL REIMBURSEMENTS	1,136	3,100	3,100	0	2,000	3,100
75-30 MEMBERSHIPS	0	0	0	195	195	0
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
77-10 SOFTWARE LICENSE FEES	16,087	7,415	7,415	0	7,415	0
77-20 SOFTWARE SUPPORT SERVICES	186,739	206,071	206,071	188,509	216,345	206,071
77-23 SOFTWARE SUBSCRIPTION SRV	90	309	309	0	0	309
77-30 INTERNET SERVICES	31,703	30,105	30,105	23,493	35,324	30,105
77-50 COMPUTER HARDWARE SUPPORT	0	860	860	420	560	860
78-00 CONTRACT SERVICES	5,480	33,250	33,250	2,717	33,250	25,750
78-30 RENTAL	40,046	39,127	39,127	18,315	39,127	39,127
Subtotal of SERVICES	\$283,640	\$329,548	\$329,548	\$238,788	\$343,068	\$314,633
87-10 COMPUTER SYSTEMS	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	44,980	21,000	21,000	0	21,000	0
Subtotal of CAPITAL	\$44,980	\$21,000	\$21,000	\$0	\$21,000	\$0
Total for INFORMATION TECHNOLOGY	\$693,402	\$725,369	\$725,369	\$488,670	\$740,086	\$697,295

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$94,997	\$94,268	\$94,268	\$71,459	\$99,279	\$105,286
41-30 OVERTIME PAY	1,015	3,072	3,072	397	529	3,072
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	755	950	950	935	950	1,130
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATION PAY	900	900	900	675	900	900
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	930	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	7,338	7,480	7,480	5,407	7,209	8,380
47-20 TMRS RETIREMENT FUND	13,437	14,760	14,760	10,835	14,447	17,085
48-10 HEALTH/DENTAL INSURANCE	7,107	14,314	14,314	6,347	8,463	9,058
48-20 LIFE INSURANCE	261	204	204	214	285	237
48-30 DISABILITY INSURANCE	542	420	420	444	592	298
48-40 WORKERS COMP INSURANCE	145	128	128	99	132	111
48-50 EAP SERVICES	171	171	171	139	185	162
48-90 FLEX PLAN ADMINISTRATION	58	0	0	46	61	58
Subtotal of PERSONNEL	\$127,656	\$136,667	\$136,667	\$96,997	\$133,033	\$145,777
51-00 OFFICE SUPPLIES	\$1,038	\$1,236	\$1,236	\$796	\$1,061	\$1,236
54-00 OPERATING SUPPLIES	4,642	4,378	4,378	4,148	5,531	4,378
58-00 OPERATING EQUIPMENT <\$5,000	0	103	103	0	0	103
Subtotal of SUPPLIES	\$5,680	\$5,717	\$5,717	\$4,944	\$6,592	\$5,717
68-00 EQUIPMENT MAINTENANCE	\$0	\$258	\$258	\$0	\$0	\$258
Subtotal of MAINTENANCE	\$0	\$258	\$258	\$0	\$0	\$258
71-20 AUDIT SERVICES	\$19,433	\$20,498	\$20,498	\$18,375	\$18,375	\$20,498
74-00 OPERATING SERVICES	11,948	13,287	13,287	7,455	12,040	13,287
74-01 POSTAL/COURIER SERVICES	39,196	34,760	34,760	26,933	35,911	34,760
74-97 RECRUITMENT ADVERTISING	48	0	0	0	0	0
75-10 TRAINING	234	412	412	220	293	412
75-20 TRAVEL REIMBURSEMENTS	199	221	221	79	145	221
78-00 CONTRACT SERVICES	34,047	20,978	20,978	22,739	30,319	20,978
Subtotal of SERVICES	\$105,105	\$90,156	\$90,156	\$75,801	97,083	\$90,156
98-10 DEPRECIATION EXPENSE	\$1,390,674	\$0	\$0	\$0	\$0	\$0
98-30 PROVISION FOR UNCOLL A/R	20,793	28,882	28,882	22,966	28,882	28,882
Subtotal of OTHER FINANCING USES	\$1,411,467	\$28,882	\$28,882	\$22,966	\$28,882	\$28,882
Total for UTILITY BILLING	\$1,649,908	\$261,680	\$261,680	\$200,708	\$265,589	\$270,790

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
73-13 MOBILE EQUIPMENT	\$1,124	\$854	\$854	\$1,474	\$2,210	\$1,500
73-21 GENERAL LIABILITY	6,646	7,465	7,465	5,875	8,813	7,500
73-23 PUBLIC OFFICIAL	10,551	9,552	9,552	10,347	15,521	11,000
73-24 CRIME & ACCIDENT COVERAGE	1,436	1,651	1,651	1,226	2,012	1,500
73-31 WINDSTORM (GALV CITY)	38,540	64,040	64,040	34,219	43,682	33,300
73-32 REAL & PERSONAL PROPERTY	26,426	11,989	11,989	27,833	27,833	28,000
73-33 FLOOD	0	8,896	8,896	687	8,896	9,000
Subtotal of SERVICES	\$84,723	\$104,447	\$104,447	\$81,661	\$108,967	\$91,800
Total for INSURANCE (W/S Fund)	\$84,723	\$104,447	\$104,447	\$81,661	\$108,967	\$91,800

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$341	\$341	\$0	\$341	\$341
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	129	129	65	87	129
58-00 OPERATING EQUIPMENT <\$5,000	439	618	618	0	618	618
Subtotal of SUPPLIES	\$439	\$1,088	\$1,088	\$65	\$1,046	\$1,088
72-20 PERSONNEL EVENTS/PROGRAMS	\$4,140	\$4,120	\$4,120	\$3,234	\$4,312	\$4,120
74-00 OPERATING SERVICES	252	6,180	6,180	0	6,180	6,180
75-10 TRAINING	0	1,858	1,858	240	1,858	1,858
75-20 TRAVEL REIMBURSEMENTS	1,225	1,545	1,545	0	1,545	1,545
75-30 MEMBERSHIPS	199	464	464	413	464	464
Subtotal of SERVICES	\$5,816	\$14,167	\$14,167	\$3,887	\$14,359	\$14,167
Total for RISK MANAGEMENT	\$6,255	\$15,255	\$15,255	\$3,952	\$15,405	\$15,255

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

- First Response-This activity is mandated by Art. 2.13, Code of Criminal Procedure. Provides emergency response to 9-1-1 calls, enforce traffic and criminal laws and address problems related to order maintenance and quality of life. Provide preventative patrol and police services designed to respond to calls for service and to suppress criminal activity.
- Traffic Enforcement-Mandated by Ch. 543 of the Transportation Code. The purpose is to investigate accidents, analyze collisions, target enforcement efforts and coordinate multiple agencies to facilitate traffic management in order to improve traffic safety. 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 magistration or transfer to another jail facility. Fingerprint and photograph prisoners. Inventory, secure and store prisoners' personal property until release or transfer. Document activities including monitoring meals, intake and release of prisoners, secure all fines and bonds collected from prisoners and deposit to Municipal Court.
- Animal Control-Mandated by Ch 10, Friendswood Code of Ordinances. The primary function and intent of the animal control division is protection of the health, safety and welfare of the citizens of the City by controlling the animal population and establishing uniform rules and regulations for the control and eradication of rabies.
- Organized Crime-This activity is mandated by Art. 2.13, CCP; Ch. 481, Health and Safety Code; Ch. 61, CCP. This functional area investigates the possession, manufacture, and illegal sale of controlled substances, gang related crime and gathers and disseminates information regarding criminal activity to the patrol division. Work with other law enforcement in an undercover capacity, working in a multi-agency task force setting.

Criminal Investigations

The purpose of 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.
- 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.
- Emergency Services-Includes the specially trained and equipped teams of officers for tactical and hostage negotiations support. These highly trained officers are responsible for formulating and executing action plans to manage critical incidents.
- Community Partnerships-Assist in crime prevention and problem solving, work with residents and businesses to solve problems that lead to crime, community liaison to improve communication and understanding of police operations. Programs in the category include the school resource officers and Drug Abuse Resistance Education.
- 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 offices 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.
- Field Support Unit was formed as a hybrid of the Patrol Division and Criminal Investigations Division with the following goals:
 - Identify and target organized criminal activity groups committing offenses following a specific pattern that impact the City and department.
 - Use a flexible operating schedule to adapt to the needs of the department and the community in response to known or suspected criminal activity.
 - Provide targeted enforcement in neighborhoods and other areas affected by crime to suppress criminal activity and improve safety for residents
 - Use specialized investigative techniques and equipment to adapt to address known or suspected criminal activity.

The unit consists of three patrol division officers, a criminal investigations detective and the investigator assigned to the Drug Enforcement Administration task force. The unit is supervised by the Criminal Investigations Division Sergeant and commanded by the Assistant Patrol Division Commander.

Continuation of Mandated Services and Commitment to Public Safety

The Crime Victim Assistance Program has requested funding for an eleventh year by a federal grant through the Governor's Office. If the grant is awarded, total funding will be in the amount of \$48,000.

Capital Replacement and Additional Equipment

The budget contains critical equipment (both capital and non capital items). 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 and one investigative staff vehicle; at time of replacement each vehicle will have approximately 100,000 miles. In addition, one animal control vehicle, scheduled for replacement last year, will be replaced. 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 vehicle lifecycles.

This year, however, the Department will be challenged to find a suitable replacement for the discontinued Ford Police Interceptors that make up the majority of the police fleet. A focus group will study options available and make a recommendation.

Alternative Revenue Streams

Victims of Crime Act Grant, LEOSE Training Allocation, 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

The narcotics seizure fund will continue to support payments for the OSSI computer upgrade. Therefore, shared costs of a crime analyst assigned to the Drug Enforcement Agency Resident Office will continue to be paid by the General fund.

Highlights of the Budget

Decision Packages (Funded)

Fuel	Ongoing	\$16,500
Mid-Year Full-time Patrol Officer	Ongoing Cost	\$49,880
	One-time Cost	\$6,400
Dispatch Overtime (Funded by Forest Bend VFD)	One-time Cost	\$12,000

Decision Packages (Unfunded)

Full-time Patrol Officer	Ongoing Cost	\$91,170
	One-time Cost	\$6,400
Patrol Overtime Funding	Ongoing Cost	\$20,000

Departmental Goals and Measures

Goal 1 (correlates with 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 one officer.
- Respond proactively to community concerns.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Sworn peace officers per 1,000 residents	1.5	1.5	1.5	1.5
Minority Representation on force	25%	25%	25%	25%
Emergency Response Time	0:03:56	0:03:26	0:04:02	0:05:00
Total Part I UCR Index Crime	530	505	471	518
Crimes per 1,000 residents	14.32	13.38	14.72	15.45
Arrests related to drug activity	267	319	403	423

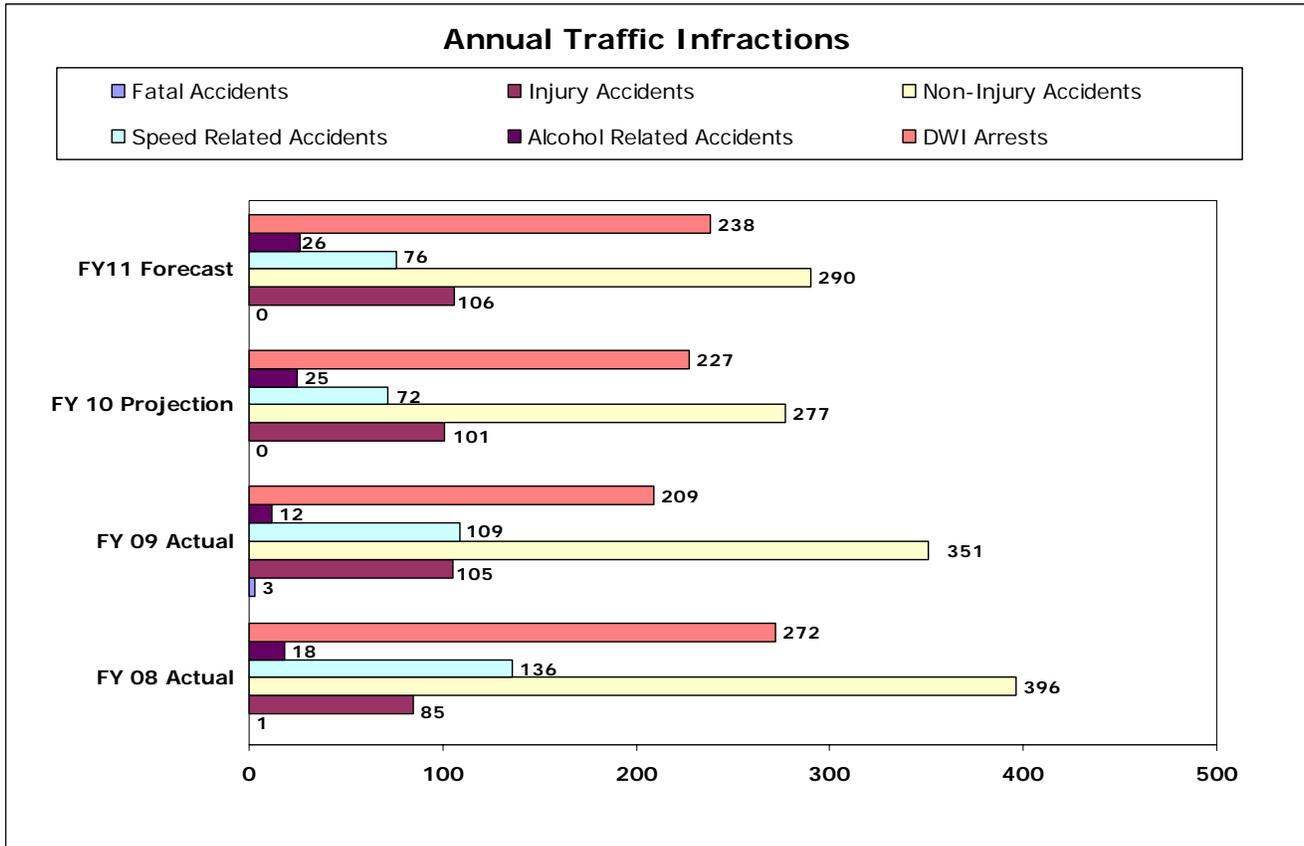
Trend: The commitment to full staffing has assisted in the reduction of violent and property crime rates and is a contributing factor in the fulfillment of the city's vision to maintain one of the lowest crime rates in Texas. Recruitment activities, the personnel function and professional standards are monitored to ensure alignment with organizational values. Initial Field Support Unit activities have increased the narcotics-related arrests. Area economic stability, proposed site development and thoroughfare concerns will impact response times and crime.

Goal 2 (correlates with 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 in order to direct enforcement action.
- Analyze statistical data gathered on types of traffic infractions issued and locations to direct future enforcement actions and programs.



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. Problem-oriented patrols are deployed using citizen input of trouble locations.

Goal 3 (correlates with 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 by 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.

Police

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Number of Incident Reports	2274	2086	2200	2230
Number of open records requests processed	1018	756	634	600
Number of press releases	147	141	176	180

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. Implementation of the Police-2-Citizen internet based accident report and incident retrieval system has decreased the number of open records requests processed by staff.

**Police
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration	647,933	693,944	689,715	524,509	700,846	720,286	3.8%
Communications	914,262	891,808	892,136	663,325	881,980	933,233	4.6%
Patrol	4,219,642	4,223,043	4,280,802	3,355,433	4,413,521	4,536,246	7.4%
Patrol Dot	93,818	110,047	110,047	85,127	113,376	99,864	-9.3%
Criminal Investigations	1,275,100	1,229,003	1,230,177	947,766	1,261,743	1,292,757	5.2%
Animal Control	222,767	263,091	263,799	144,071	191,601	275,077	4.6%
Department Total	\$7,373,522	\$7,410,936	\$7,466,676	\$5,720,231	\$7,563,067	\$7,857,463	6.0%

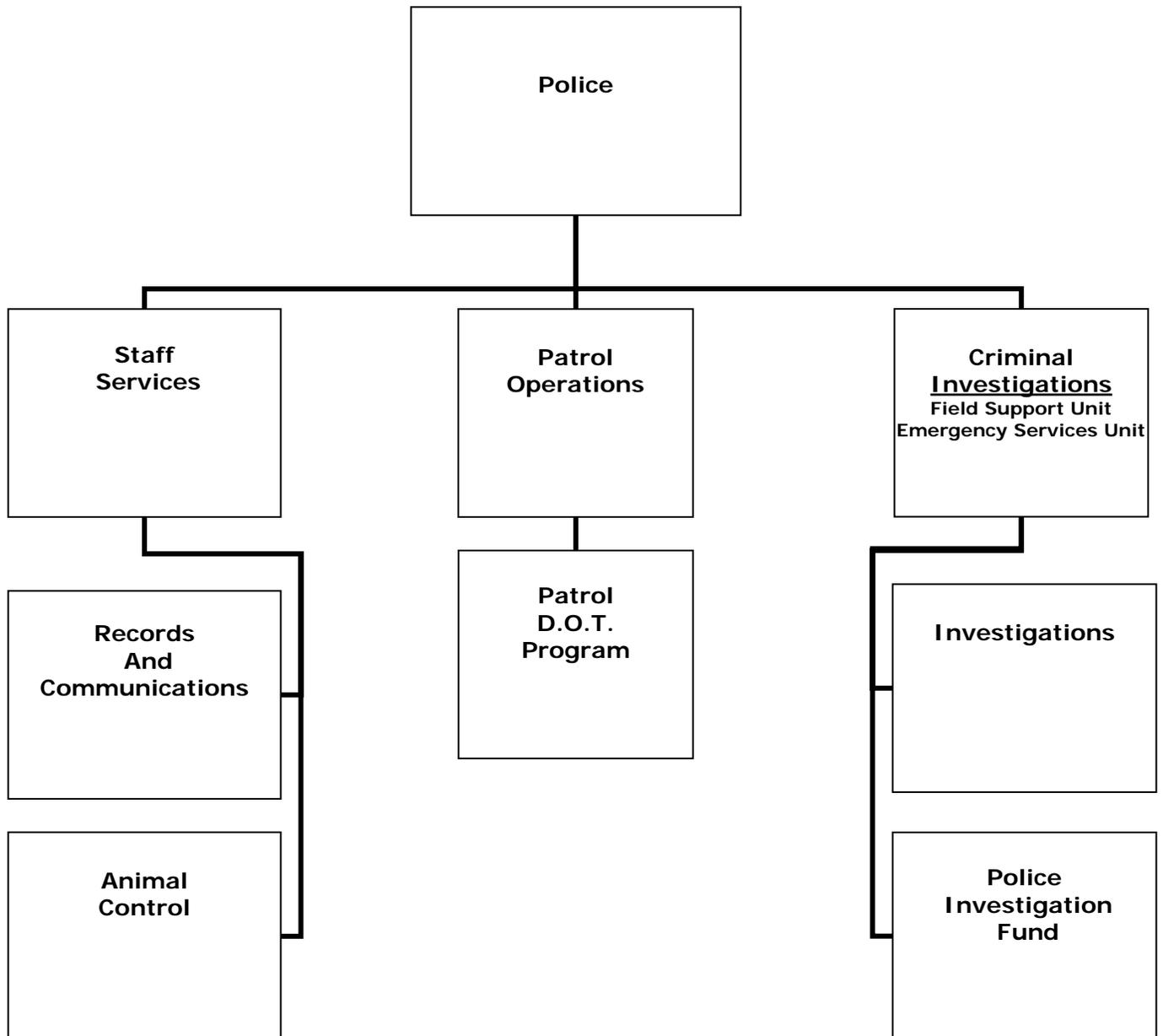
EXPENDITURE BY CLASSIFICATION

Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	6,476,761	6,473,680	6,475,330	4,859,513	6,428,031	6,907,596	6.7%
Supplies	296,133	338,308	343,093	233,495	311,327	341,531	1.0%
Maintenance	147,997	140,580	150,894	98,626	131,501	137,766	-2.0%
Services	451,567	416,956	293,204	351,723	468,694	429,158	2.9%
Capital Outlay	1,064	41,412	204,155	176,874	223,514	41,412	0.0%
Department Total	\$7,373,522	\$7,410,936	\$7,466,676	\$5,720,231	\$7,563,067	\$7,857,463	6.0%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration	5.00	5.00	5.00	5.00	5.00	5.00	0.0%
Communications	13.60	13.60	13.60	13.60	13.60	13.60	0.0%
Patrol	43.80	43.80	43.80	43.80	43.80	44.80	2.3%
Patrol Dot	1.00	1.00	1.00	1.00	1.00	1.00	0.0%
Criminal Investigations	12.00	12.00	12.00	12.00	12.00	12.00	0.0%
Animal Control	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
Department Total	79.40	79.40	79.40	79.40	79.40	80.40	1.3%

Police



**Police
Administration
001-2101-421**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$392,165	\$453,026	\$453,026	\$323,532	\$431,376	\$469,219
41-30 OVERTIME PAY	10,819	4,771	4,771	5,276	7,035	4,771
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,980	6,140	6,140	6,050	8,067	6,440
41-45 INCENTIVE-CERTIFICATE PAY	8,775	10,500	10,500	8,775	11,700	10,500
41-49 CELL PHONE ALLOWANCE	2,500	2,820	2,820	1,945	2,593	2,820
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	30,301	35,788	35,788	24,835	33,113	37,397
47-20 TMRS RETIREMENT FUND	57,694	70,617	70,617	50,931	67,908	76,278
48-10 HEALTH/DENTAL INSURANCE	25,265	26,814	26,814	19,124	27,000	27,335
48-20 LIFE INSURANCE	1,078	980	980	954	1,272	1,059
48-30 DISABILITY INSURANCE	2,251	2,014	2,014	1,993	2,657	1,335
48-40 WORKERS COMP INSURANCE	5,561	5,243	5,243	4,008	5,344	4,006
48-50 EAP SERVICES	242	285	285	231	308	270
48-90 FLEX PLAN ADMINISTRATION	88	199	199	128	171	162
Subtotal of PERSONNEL	\$541,719	\$619,197	\$619,197	\$447,782	\$598,544	\$641,592
51-00 OFFICE SUPPLIES	\$12,666	\$18,684	\$18,684	\$9,179	\$12,239	\$18,683
52-00 PERSONNEL SUPPLIES	747	5,094	5,094	461	615	5,094
53-00 VEHICLE SUPPLIES	10	944	944	0	0	944
53-01 FUEL	4,990	3,031	3,031	5,112	6,816	5,531
54-00 OPERATING SUPPLIES	2,787	4,451	5,806	1,921	2,561	5,375
58-00 OPERATING EQUIPMENT <\$5,000	7,637	3,896	5,686	4,435	5,913	5,686
Subtotal of SUPPLIES	\$28,837	\$36,100	\$39,245	\$21,108	\$28,144	\$41,313
63-00 VEHICLE MAINTENANCE	\$6,300	\$2,591	\$3,591	\$4,334	\$5,779	\$3,591
66-00 FACILITY MAINTENANCE	0	0	1,286	1,286	1,715	1,286
68-00 EQUIPMENT MAINTENANCE	8,593	849	849	421	561	849
Subtotal of MAINTENANCE	\$14,893	\$3,440	\$5,726	\$6,041	\$8,055	\$5,726
71-40 CONSULTING SERVICES	\$0	\$2,378	\$2,378	\$0	\$0	\$2,378
73-11 VEHICLE INSURANCE	2,010	850	850	1,445	1,927	850
73-22 LAW ENFORCEMENT INSURANCE	1,659	3,620	3,620	1,718	2,291	3,620
74-00 OPERATING SERVICES	5,711	2,316	2,316	2,438	3,251	2,316
74-01 POSTAL/COURIER SERVICES	1,220	1,188	1,188	970	1,293	1,188
74-97 RECRUITMENT ADVERTISING	1,027	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	0
75-10 TRAINING	1,865	2,223	2,223	75	100	2,223
75-20 TRAVEL REIMBURSEMENTS	350	1,510	1,510	85	113	1,510
75-30 MEMBERSHIPS	1,339	1,030	1,030	35	47	1,030
75-40 PUBLICATIONS	35	0	0	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
77-10 SOFTWARE LICENSE FEES	33,241	0	0	33,241	44,321	0
78-30 RENTAL	1,377	7,442	2,442	83	111	2,442
78-31 VEHICLE LEASE-INTERNAL	12,650	12,650	7,990	9,488	12,651	14,098
Subtotal of SERVICES	\$62,484	\$35,207	\$25,547	\$49,578	\$66,104	\$31,655
Total for ADMINISTRATION	\$647,933	\$693,944	\$689,715	\$524,509	\$700,846	\$720,286

**Police
Communications
001-2110-421**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$534,779	\$559,855	\$559,855	\$367,189	489,585	\$576,963
41-30 OVERTIME PAY	49,393	32,003	32,003	44,551	59,401	44,003
41-31 HOLIDAY HOURS WORKED	19,611	0	0	14,769	19,692	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	6,605	9,385	9,385	7,361	7,361	8,200
41-45 INCENTIVE-CERTIFICATE PAY	20,685	21,660	21,660	16,380	21,840	23,700
41-49 CELL PHONE ALLOWANCE	2,005	1,980	1,980	1,345	1,793	1,980
41-90 ACCRUED PAYROLL	0	0	0	2,982	3,976	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	42,914	23,184	23,184	33,959	45,279	23,333
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	50,556	48,921	48,921	36,450	48,600	50,612
47-20 TMRS RETIREMENT FUND	91,561	93,031	93,031	70,518	94,024	101,933
48-10 HEALTH/DENTAL INSURANCE	51,711	55,179	55,179	39,006	52,008	56,442
48-20 LIFE INSURANCE	1,538	1,214	1,214	1,175	1,567	1,301
48-30 DISABILITY INSURANCE	3,190	2,495	2,495	2,433	3,244	1,641
48-40 WORKERS COMP INSURANCE	963	776	776	608	811	627
48-50 EAP SERVICES	912	912	912	699	932	864
48-90 FLEX PLAN ADMINISTRATION	251	0	0	248	331	421
Subtotal of PERSONNEL	\$876,674	\$850,595	\$850,595	\$639,673	\$850,444	\$892,020
51-00 OFFICE SUPPLIES	\$2,005	\$0	\$0	\$25	\$33	\$0
52-00 PERSONNEL SUPPLIES	2,460	2,700	3,028	1,043	1,391	2,700
54-00 OPERATING SUPPLIES	1,176	1,746	1,746	657	876	1,746
58-00 OPERATING EQUIPMENT <\$5,000	1,368	1,703	1,703	345	460	1,703
58-01 EMERGENCY - EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$7,009	\$6,149	\$6,477	\$2,070	\$2,760	\$6,149
68-00 EQUIPMENT MAINTENANCE	\$16,318	\$17,764	\$17,764	\$10,875	\$14,500	\$17,764
Subtotal of MAINTENANCE	\$16,318	\$17,764	\$17,764	\$10,875	\$14,500	\$17,764
73-50 SURETY BONDS	\$355	\$350	\$350	\$71	\$95	\$350
74-00 OPERATING SERVICES	59	348	348	296	395	448
74-01 POSTAL/COURIER SERVICES	345	103	103	66	88	303
74-97 RECRUITMENT ADVERTISING	0	528	528	0	0	528
75-10 TRAINING	3,673	4,638	4,638	2,253	3,004	4,638
75-20 TRAVEL REIMBURSEMENTS	3,889	3,327	3,327	2,058	2,744	3,327
75-30 MEMBERSHIPS	756	698	698	477	636	698
75-40 PUBLICATIONS	0	0	0	24	32	25
76-11 ELECTRICITY	1,405	1,168	1,168	1,364	1,819	1,688
76-12 TELEPHONE/ COMMUNICATIONS	3,600	4,200	4,200	4,017	5,356	4,200
78-00 CONTRACT SERVICES	132	1,468	1,468	81	108	623
78-30 RENTAL	47	472	472	0	0	472
Subtotal of SERVICES	\$14,261	\$17,300	\$17,300	\$10,707	\$14,276	\$17,300
Total for COMMUNICATIONS	\$914,262	\$891,808	\$892,136	\$663,325	\$881,980	\$933,233

**Police
Patrol
001-2120-421**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$2,103,333	\$2,127,115	\$2,127,115	\$1,529,803	\$2,039,737	\$2,243,436
41-20 PART-TIME WAGES	28,864	57,905	57,905	12,411	16,548	57,905
41-30 OVERTIME PAY	334,674	378,537	380,187	292,899	387,532	402,439
41-31 HOLIDAY HOURS WORKED	98,003	0	0	68,148	90,864	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	14,145	18,935	18,935	16,415	16,415	17,455
41-45 INCENTIVE-CERTIFICATE PAY	64,875	68,400	68,400	51,700	65,033	69,600
41-49 CELL PHONE ALLOWANCE	5,296	5,460	5,460	3,451	4,601	5,460
41-50 CLOTHING ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	213	284	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	60,121	51,774	51,774	51,975	69,300	51,969
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	200,652	195,809	195,809	148,108	189,977	215,209
47-20 TMRS RETIREMENT FUND	367,360	369,815	369,815	290,914	374,885	421,895
48-10 HEALTH/DENTAL INSURANCE	291,341	259,555	259,555	225,606	287,808	350,876
48-20 LIFE INSURANCE	5,906	4,606	4,606	4,554	5,572	5,066
48-30 DISABILITY INSURANCE	12,296	9,464	9,464	9,485	12,447	6,426
48-40 WORKERS COMP INSURANCE	39,929	31,581	31,581	24,773	31,531	25,544
48-50 EAP SERVICES	2,711	2,793	2,793	2,181	2,908	2,730
48-90 FLEX PLAN ADMINISTRATION	1,005	1,470	1,470	836	1,115	1,192
Subtotal of PERSONNEL	\$3,630,511	\$3,583,219	\$3,584,869	\$2,733,472	\$3,596,558	\$3,877,202
51-00 OFFICE SUPPLIES	\$199	\$0	\$0	\$0	\$0	\$365
52-00 PERSONNEL SUPPLIES	13,648	36,046	39,616	20,605	27,473	38,896
53-00 VEHICLE SUPPLIES	843	3,108	2,108	1,313	1,751	4,608
53-01 FUEL	100,622	109,456	109,456	83,877	111,836	119,456
54-00 OPERATING SUPPLIES	42,655	30,522	39,686	20,388	27,184	37,522
55-01 EMERGENCY - MATERIALS	38,846	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	32,571	29,971	23,742	31,656	34,396
Subtotal of SUPPLIES	\$196,813	\$211,703	\$220,837	\$149,925	\$199,900	\$235,243
63-00 VEHICLE MAINTENANCE	\$85,394	\$64,412	\$88,540	\$64,459	\$85,945	\$74,412
64-00 OPERATING MAINTENANCE	1,163	2,120	2,120	875	1,167	2,120
68-00 EQUIPMENT MAINTENANCE	16,841	37,024	21,424	2,577	3,436	21,424
Subtotal of MAINTENANCE	\$103,398	\$103,556	\$112,084	\$67,911	\$90,548	\$97,956
72-12 MEDICAL EXAMINATIONS	\$0	\$400	\$400	\$0	\$0	\$800
73-11 VEHICLE INSURANCE	11,757	10,576	10,576	10,182	13,576	10,576
73-22 LAW ENFORCEMENT INS	17,147	17,564	17,564	17,750	23,667	18,214
73-40 ANIMAL MORTALITY INS	650	690	690	650	867	690
74-00 OPERATING SERVICES	6,625	5,812	5,964	4,844	6,459	5,812
74-01 POSTAL/COURIER SERVICES	1,280	515	1,115	665	887	1,115
74-97 RECRUITMENT ADVERTISING	3,650	511	511	0	0	1,011
74-98 JUDGMENTS & DAMAGE CLAIM	1,730	0	1,000	1,000	1,333	1,000
75-10 TRAINING	11,785	15,037	20,037	13,400	17,867	15,537
75-20 TRAVEL REIMBURSEMENTS	6,307	5,466	5,466	3,832	5,109	6,166
75-30 MEMBERSHIPS	363	802	802	387	516	802
75-40 PUBLICATIONS	52	0	0	0	0	0
76-12 PHONE/COMMUNICATIONS	26,720	26,057	28,157	24,062	32,083	28,157
77-10 SOFTWARE LICENSE FEES	0	0	0	0	0	0
77-30 INTERNET SERVICES-AIR CARDS	0	0	0	0	0	0
78-30 RENTAL	1,131	0	0	687	916	0
78-31 VEHICLE LEASE-INTERNAL	199,723	199,723	66,575	149,792	199,723	194,553
Subtotal of SERVICES	\$288,920	\$283,153	\$158,857	\$227,251	\$303,001	\$284,433
83-00 VEHICLE EQUIPMENT	\$0	\$12,860	\$32,708	\$19,848	\$26,464	\$12,860
88-00 CAPITAL EQUIPMENT	0	28,552	171,447	157,026	197,050	28,552
Subtotal of CAPITAL	\$0	\$41,412	\$204,155	\$176,874	\$223,514	\$41,412
Total for PATROL	\$4,219,642	\$4,223,043	\$4,280,802	\$3,355,433	\$4,413,521	\$4,536,246

**Police
Patrol DOT
001-2125-421**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$49,175	\$49,128	\$49,128	\$35,677	\$47,569	\$52,393
41-30 OVERTIME PAY	4,287	4,177	4,177	1,778	2,371	4,177
41-31 HOLIDAY HOURS WORKED	2,651	0	0	1,822	2,429	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	320	385	385	380	380	445
41-45 INCENTIVE PAY	600	600	600	900	1,200	1,200
41-91 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,018	4,098	4,098	2,839	3,785	4,324
47-20 TMRS RETIREMENT FUND	7,862	8,086	8,086	5,948	7,931	8,806
48-10 HEALTH/DENTAL INSURANCE	10,332	10,695	10,695	7,685	10,247	12,506
48-20 LIFE INSURANCE	127	107	107	93	124	117
48-30 DISABILITY INSURANCE	266	221	221	194	259	147
48-40 WORKERS COMP INSURANCE	845	705	705	503	671	537
48-50 EAP SERVICES	53	57	57	41	55	54
48-90 FLEX PLAN ADMINISTRATION	18	19	19	13	17	19
Subtotal of PERSONNEL	\$80,554	\$78,278	\$78,278	\$57,873	\$77,037	\$84,725
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	367	495	495	40	53	495
53-00 VEHICLE SUPPLIES	54	515	515	29	39	515
53-01 FUEL	4,935	5,271	5,271	2,981	3,975	5,271
54-00 OPERATING SUPPLIES	263	103	103	25	33	103
58-00 OPERATING EQUIPMENT <\$5,000	3,574	18,974	18,974	20,568	27,424	515
Subtotal of SUPPLIES	\$9,193	\$25,358	\$25,358	\$23,643	\$31,524	\$6,899
63-00 VEHICLE MAINTENANCE	\$31	\$904	\$904	\$2	\$3	\$904
68-00 EQUIPMENT MAINTENANCE	0	0	0	238	317	0
Subtotal of MAINTENANCE	\$31	\$904	\$904	\$240	\$320	\$904
73-11 VEHICLE INSURANCE	\$48	\$627	\$627	\$387	\$516	\$627
73-22 LAW ENFORCEMENT	0	0	0	0	0	0
74-00 OPERATING SERVICES	80	345	345	0	0	345
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
75-10 TRAINING	0	206	206	75	100	206
75-20 TRAVEL REIMBURSEMENTS	626	515	515	51	68	515
75-40 PUBLICATIONS	0	0	0	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	37	565	565	421	561	565
78-31 VEHICLE LEASE-INTERNAL	3,249	3,249	3,249	2,437	3,249	5,078
Subtotal of SERVICES	\$4,040	\$5,507	\$5,507	\$3,371	\$4,495	\$7,336
Total for PATROL-DOT PROGRAM	\$93,818	\$110,047	\$110,047	\$85,127	\$113,376	\$99,864

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$708,375	\$726,480	\$726,480	\$515,441	\$687,255	\$753,975
41-30 OVERTIME PAY	110,587	52,028	52,028	78,906	105,208	52,028
41-31 HOLIDAY HOURS WORKED	2,063	0	0	1,721	2,295	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,115	5,960	5,960	5,835	5,835	6,680
41-45 INCENTIVE-CERTIFICATE PAY	28,875	29,400	29,400	22,650	30,200	31,200
41-49 CELL PHONE ALLOWANCE	5,344	5,640	5,640	3,896	5,195	5,640
41-50 CLOTHING ALLOWANCE	8,795	9,200	9,200	5,275	7,033	9,200
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	63,608	62,306	62,306	46,108	61,477	65,218
47-20 TMRS RETIREMENT FUND	119,593	122,943	122,943	93,466	124,621	133,041
48-10 HEALTH/DENTAL INSURANCE	88,337	86,486	86,486	74,047	98,729	101,511
48-20 LIFE INSURANCE	1,969	1,574	1,574	1,523	2,031	1,702
48-30 DISABILITY INSURANCE	4,096	3,233	3,233	3,168	4,224	2,146
48-40 WORKERS COMP INSURANCE	12,170	9,705	9,705	7,526	10,035	7,375
48-50 EAP SERVICES	679	684	684	555	740	648
48-90 FLEX PLAN ADMINISTRATION	216	321	321	168	224	232
Subtotal of PERSONNEL	\$1,159,822	\$1,115,960	\$1,115,960	\$860,285	\$1,145,102	\$1,170,596
51-00 OFFICE SUPPLIES	\$19	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	2,425	1,311	1,311	457	609	1,311
53-00 VEHICLE SUPPLIES	424	1,080	1,080	0	0	80
53-01 FUEL	20,381	29,674	20,174	19,546	26,061	24,174
54-00 OPERATING SUPPLIES	4,756	4,992	6,166	3,529	4,705	4,992
58-00 OPERATING EQUIPMENT <\$5,000	7,676	5,558	5,558	2,405	3,207	4,787
Subtotal of SUPPLIES	\$35,681	\$42,615	\$34,289	\$25,937	\$34,583	\$35,344
63-00 VEHICLE MAINTENANCE	\$10,492	\$10,441	\$10,441	\$12,539	\$16,719	\$11,441
64-00 OPERATING MAINTENANCE	0	1,283	783	65	87	783
68-00 EQUIPMENT MAINTENANCE	870	819	819	424	565	819
Subtotal of MAINTENANCE	\$11,362	\$12,543	\$12,043	\$13,028	\$17,371	\$13,043
73-11 VEHICLE INSURANCE	\$8,275	\$7,320	\$7,320	\$5,522	\$7,363	\$7,320
73-22 LAW ENFORCEMENT INSURANCE	6,084	6,737	6,737	6,298	8,397	6,737
73-50 SURETY BONDS	0	0	0	71	95	71
74-00 OPERATING SERVICES	13,757	5,043	14,543	10,872	14,496	14,543
74-01 POSTAL/COURIER SERVICES	961	668	968	509	679	968
74-50 GRANT MATCHING	0	1,050	1,050	0	0	1,050
74-91 ADVERTISING/PUBLIC NOTICE	0	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	0
75-10 TRAINING	9,130	6,279	6,279	5,134	6,845	7,779
75-20 TRAVEL REIMBURSEMENTS	6,993	8,181	7,214	2,210	2,947	5,714
75-30 MEMBERSHIPS	690	438	1,105	905	1,207	1,105
75-40 PUBLICATIONS	52	0	0	0	0	0
76-12 TELEPHONE/ COMMUNICATIONS	1,516	771	1,271	905	1,207	1,971
77-30 INTERNET SERVICES-AIR CARDS	0	1,200	1,200	677	903	1,200
78-30 RENTAL	579	0	0	264	352	0
78-31 VEHICLE LEASE-INTERNAL	20,198	20,198	20,198	15,149	20,199	25,316
Subtotal of SERVICES	\$68,235	\$57,885	\$67,885	\$48,516	\$64,688	\$73,774
Total for CRIMINAL INVESTIGATIONS	\$1,275,100	\$1,229,003	\$1,230,177	\$947,766	\$1,261,743	\$1,292,757

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$116,346	\$150,076	\$150,076	\$71,347	\$95,129	\$154,014
41-30 OVERTIME PAY	14,597	5,052	5,052	11,563	15,417	5,052
41-31 HOLIDAY HOURS WORKED	2,499	0	0	1,503	2,004	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	475	685	685	671	671	730
41-45 INCENTIVE-CERTIFICATE PAY	1,260	960	960	945	1,260	960
41-49 CELL PHONE ALLOWANCE	425	420	420	285	380	420
41-90 ACCRUED PAYROLL	0	0	0	501	668	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	9,705	11,797	11,797	6,198	8,264	12,199
47-20 TMRS RETIREMENT FUND	18,663	23,278	23,278	12,765	17,020	24,872
48-10 HEALTH/DENTAL INSURANCE	20,920	31,316	31,316	13,002	17,336	40,601
48-20 LIFE INSURANCE	324	326	326	212	283	350
48-30 DISABILITY INSURANCE	674	669	669	443	591	441
48-40 WORKERS COMP INSURANCE	1,294	1,502	1,502	793	1,057	1,463
48-50 EAP SERVICES	171	228	228	112	149	216
48-90 FLEX PLAN ADMINISTRATION	128	122	122	88	117	143
Subtotal of PERSONNEL	\$187,481	\$226,431	\$226,431	\$120,428	\$160,347	\$241,461
51-00 OFFICE SUPPLIES	\$507	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	717	1,330	830	0	0	830
53-00 VEHICLE SUPPLIES	16	104	104	0	0	104
53-01 FUEL	4,859	8,263	5,902	3,512	4,683	6,306
54-00 OPERATING SUPPLIES	7,802	4,984	6,624	5,009	6,679	6,624
54-95 CHEMICALS	622	412	429	428	571	429
58-00 OPERATING EQUIPMENT <\$5,000	4,077	1,290	2,998	1,863	2,484	2,290
Subtotal of SUPPLIES	\$18,600	\$16,383	\$16,887	\$10,812	\$14,416	\$16,583
63-00 VEHICLE MAINTENANCE	\$1,995	\$2,373	\$2,373	\$531	\$708	\$2,373
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$1,995	\$2,373	\$2,373	\$531	\$708	\$2,373
73-11 VEHICLE INSURANCE	\$1,159	\$1,315	\$1,315	\$773	\$1,031	\$1,315
74-00 OPERATING SERVICES	1,283	2,563	1,593	905	1,207	1,593
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	300	150	200	300
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	404	404	404	0
75-10 TRAINING	535	1,166	1,166	375	500	1,166
75-20 TRAVEL REIMBURSEMENTS	1,199	785	985	547	729	985
75-30 MEMBERSHIPS	150	139	139	100	133	139
75-40 PUBLICATIONS	0	0	0	0	0	0
76-12 TELEPHONE/ COMMUNICATIONS	0	2,513	2,833	1,864	2,485	2,833
76-13 NATURAL GAS	301	0	450	406	406	450
78-00 CONTRACT SERVICES	0	565	65	0	0	65
78-30 RENTAL	142	0	0	132	176	0
78-31 VEHICLE LEASE-INTERNAL	8,858	8,858	8,858	6,644	8,859	5,814
Subtotal of SERVICES	\$13,627	\$17,904	\$18,108	\$12,300	\$16,130	\$14,660
83-00 VEHICLE EQUIPMENT	\$1,064	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$1,064	\$0	\$0	\$0	\$0	\$0
Total for ANIMAL CONTROL	\$222,767	\$263,091	\$263,799	\$144,071	\$191,601	\$275,077



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 59 Years of Service

Current Operations

The Friendswood Volunteer Fire Department, Inc. (FVFD) is a 501(c) (3) non-profit corporation that was created in 1951 and is dedicated to the protection of life and property by providing fire suppression, rescue, EMS services, hazardous material response, and public education on fire and injury prevention to the citizens of Friendswood. The 109 dedicated volunteers of the FVFD provide organization, administration, public education, and maintenance, training and volunteer manpower. These volunteers are supplemented by a small staff of part-time paid personnel who help provide services during the normal workdays. The City provides the Fire Department with Fire and EMS vehicles and other required capital equipment, four fire stations, dispatch services and an operating budget that provides the necessary funds for management and operation of the Department. The City and the FVFD signed a contract for services which was effective beginning October 1, 2004. 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 contract also establishes performance standards and reporting requirements for the services we provide to the city.

The use of volunteers saves the City an estimated 5.5 million dollars (\$5,500,000) annually in salaries over what it would cost to provide a city of this size with a minimal level of services with

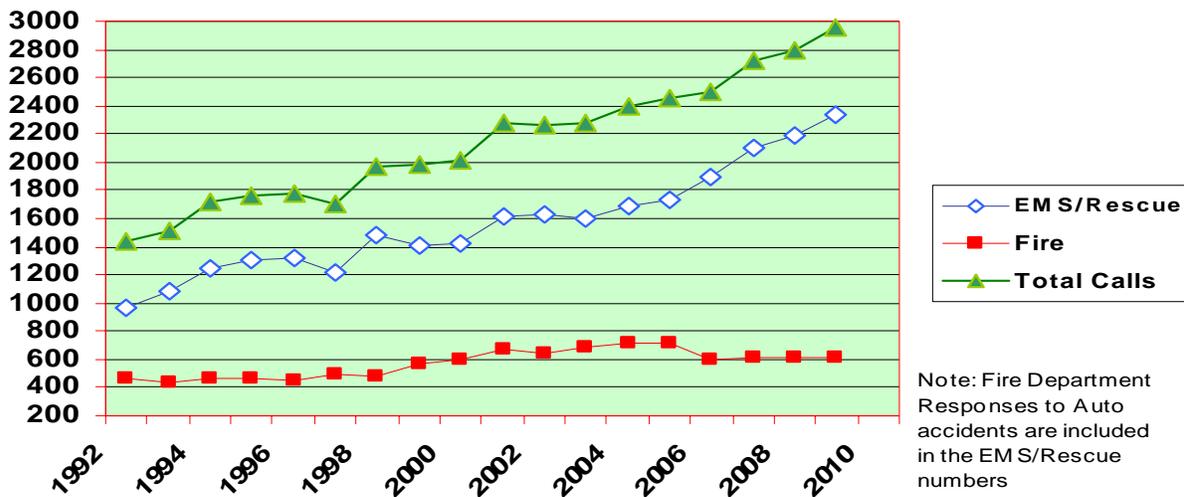
Volunteer Fire Department

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

The **Fire Division** consists of 63 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. With the addition of the new Fire Station #4 the Fire Division has seen a substantial growth in the membership number to provide staffing for the new station.

Total Emergency Calls for Service



The **EMS Division** consists of 49 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.

Volunteer Fire Department

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. The EMS Division was again awarded this recognition in 2007, becoming one of the few EMS Divisions in the State to have won more than once.

In November of 2003, Lisa Camp, our EMS Chief was awarded the State of Texas Outstanding EMS Administrators' Award. In 2005-06, 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 2006-07. Assistant Chief Kris Kern was recognized as the Houston area's "EMS Educator of the Year" in 2007.

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:

Decision Packages (Funded)

Increase Firefighter/EMS Pay	Ongoing Cost	\$9,804
Stipends for Volunteer Medics	Ongoing Cost	\$21,600

Decision Packages (Unfunded)

Increase cost of Medical Supplies	Ongoing Cost	\$10,000
Fire Vehicle Maintenance Cost Increase	Ongoing Cost	\$9,000
Increase contribution to Volunteer Fireman's Pension Fund	Ongoing Cost	\$14,400
Increase Training Funds for Fire Division	Ongoing Cost	\$7,000

Volunteer Fire Department

Capital Equipment Requests

In our 15-year capital equipment plan which was presented to Council in FY 09, 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 available by request from FVFD.

Replace Engine #22 (8 year Lease-purchase)	\$62,000
Replace Medic Car (unit 43)	\$31,000
Total Request from Fire and EMS Fund	\$93,000

Capital Improvement Plan Requests:

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

Replace Carpet at Fire Station #1	\$6,500
Replace electrical panel & wiring (Fire Station #2) – GRANT FUNDED	\$88,000
Repair hurricane damage & renovate (Fire Station #3) GRANT FUNDED	\$386,000
New Headquarters Fire Station # 5 to replace Fire Station #1, Design Engineering	\$300,000
New Headquarters Fire Station # 5 to replace Station #1, Construction Funds	\$3,500,000
Total Request for the City's CIP Plan	\$4,280,500

**Friendswood Volunteer Fire Department
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
FVFD	2,035,438	1,228,643	1,228,643	920,815	1,227,753	1,218,047	-0.9%
Department Total	\$2,035,438	\$1,228,643	\$1,228,643	\$920,815	\$1,227,753	\$1,218,047	-0.9%

EXPENDITURE BY CLASSIFICATION

Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
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	2,035,438	1,228,643	1,228,643	920,815	1,227,753	1,218,047	-0.9%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$2,035,438	\$1,228,643	\$1,228,643	\$920,815	\$1,227,753	\$1,218,047	-0.9%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
FVFD	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	0.0	0.0	0.0	0.0	0.0	0.0	0.0%

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
58-00 OPERATING EQUIPMENT < \$5000	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	0
76-12 TELEPHONE/ COMMUNICATIONS	2,319	0	0	204	272	0
78-61 FIRE/EMS SERVICES	1,131,349	1,188,654	1,188,654	891,491	1,198,361	1,178,058
78-62 EMS SERVICE RUNS	27,770	27,800	27,800	29,120	29,120	27,800
79-10 COMMUNITY EVENTS/ PROGRAMS	0	0	0	0	0	0
79-80 GRANT MATCH - OPERATIONS	0	12,189	12,189	0	0	12,189
88-00 CAPITAL EQUIPMENT	874,000	0	0	0	0	0
Subtotal of SERVICES	\$2,035,438	\$1,228,643	\$1,228,643	\$920,815	\$1,227,753	\$1,218,047
Total for FVFD	\$2,035,438	\$1,228,643	\$1,228,643	\$920,815	\$1,227,753	\$1,218,047

Fire Marshal

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, 1 Deputy Director, 2 Assistant Fire Marshals, 1 Administrative Assistant, 1 part-time Deputy Emergency Management Coordinator and a pool of 5 part-time inspectors. 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 origin and cause. The Fire Marshal's Office is responsible for the filing of appropriate criminal charges that may arise from an investigation. The Fire Marshal, Deputy Director, and Assistant Fire Marshals are state certified arson investigators and state certified peace officers.

Fire Prevention activities by the Fire Marshal's Office 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. Public Education for Fire Safety Programs are presented year-round to the public on request. The Fire Marshal, Deputy Director, 2 Assistant Fire Marshals and the part-time inspectors are state certified Fire Inspectors. The Fire Marshal, Deputy Director, 2 Assistant Fire Marshals and a pool of 5 part-time inspectors 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, creating, maintaining and implementing the city's Emergency Response Plans. 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 Office of Emergency Management coordinated the review and update of the FEMA approved City of Friendswood Hazard Analysis and Mitigation Plan.

The Administrative Assistant's position and 1 part-time Deputy Emergency Management Coordinator are funded from this account.

Fire Marshal

Highlights of the Budget

In the past, both the Fire Marshal and Emergency Management's base budgets were supplemented by the Emergency Management Performance Grant (EMPG), which were utilized to off-set expenses provided by this program. Advanced funding for FY 11 has been requested since the EMPG funding for FY10 was approved by the state in late FY 10. The EMPG funds totaled \$51,423 last year and we anticipate receiving at least this amount again this year. This grant funding provides approximately 55% total of operation and maintenance budget costs.

Decision Packages (Funded)

Fuel	Ongoing Cost	\$2,500
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Decision Packages (UnFunded)

Advanced EMPG Funding	Ongoing Cost	\$51,423
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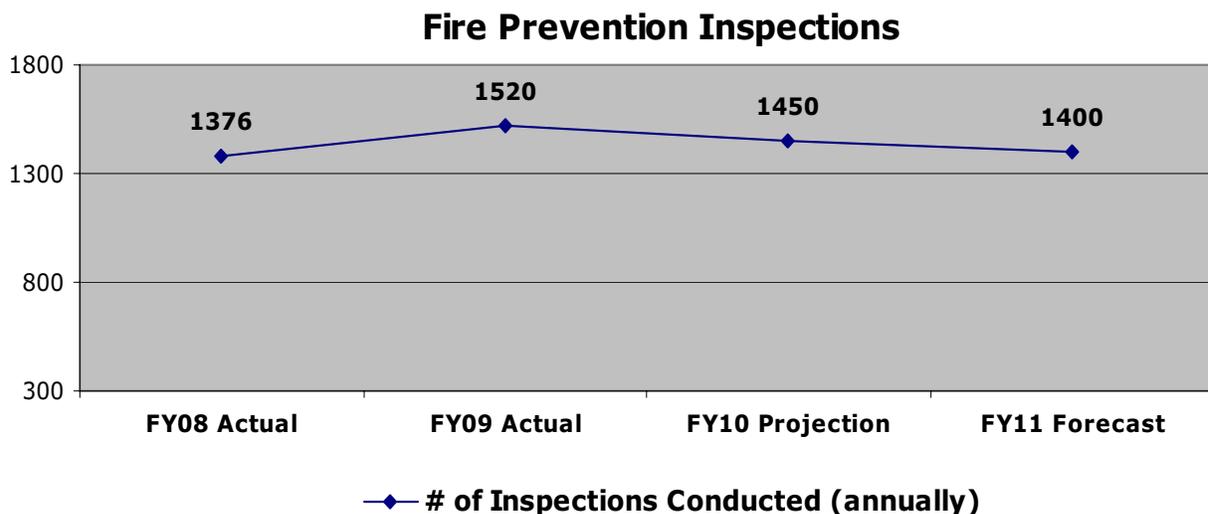
Departmental Goals and Measures

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.



Trend: A total of 1,520 inspections were conducted in 2009, an increase of 144 compared to 1,376 inspections conducted in 2008. The projection for 2010 is expected to be around 1,450 inspections. Annual inspections continue to be completed every year and since follow-up inspections have decreased, our

Fire Marshal

proposed forecast is expected to be 1,400 for 2011. Compliance with the annual inspections is requiring less follow-up inspections; therefore, resulting in a decrease in total inspections.

Objective B:

Instruct, educate and inform the public and city employees in aspects of fire safety and prevention, as well as emergency preparedness through training and education programs.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Annual total programs conducted	50	28	30	25
Total number of people attending programs	1,535	1,282	1,500	1,500
Total number of hours for programs	138	104.5	65	50

Trend: The Fire Marshal's Office continues to receive requests to conduct Emergency Preparedness and Fire Preventions Presentations to civic groups, HOA's, and Faith-Based organizations within the city. Increased training courses and hours have been noticed since 2008 due to FEMA requirements of the National Incident Management System (NIMS) training for the majority of city employees.

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 continually meets individual city department's needs and capabilities. The annexes are updated as needed and/or every five years to appropriately adjust 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 to support successful development for the citizens and the city.

Objective A:

Provide continuing contribution for the Design Criteria Manual as well as participation at the Design Review Committee meetings to address developer and contractor questions during the conceptual stages of the development process.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Annual total of DRC meetings attended.	69	47	52	55

Fire Marshal

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 of 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 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Annual total of Commercial Plans reviewed.	162	172	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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Annual total hours of training attended	614	260*	400	400

* **FY09 actual decline due to Ike Recovery**

Trend: Full time 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 Law Enforcement Officer Standards and Education (TCLEOSE), the Texas Commission on Fire Protection, Insurance Services Office (ISO), Governor's Division of Emergency Management (GDEM), and Federal Emergency Management Agency (FEMA).

**Fire Marshal's Office
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Base Budget	% Change in Budget from FY10 to FY11
Administration	506,937	473,693	474,535	348,681	463,594	503,735	6.9%
Fire Administration	104	0	0	0	0	0	0.0%
Emergency Management	105,030	131,020	319,561	265,793	295,718	131,219	0.2%
Tropical Storms/Hurricanes	5,350,095	0	0	0	0	0	0.0%
Department Total	\$5,962,166	\$604,713	\$794,096	\$614,474	\$759,312	\$634,954	5.4%

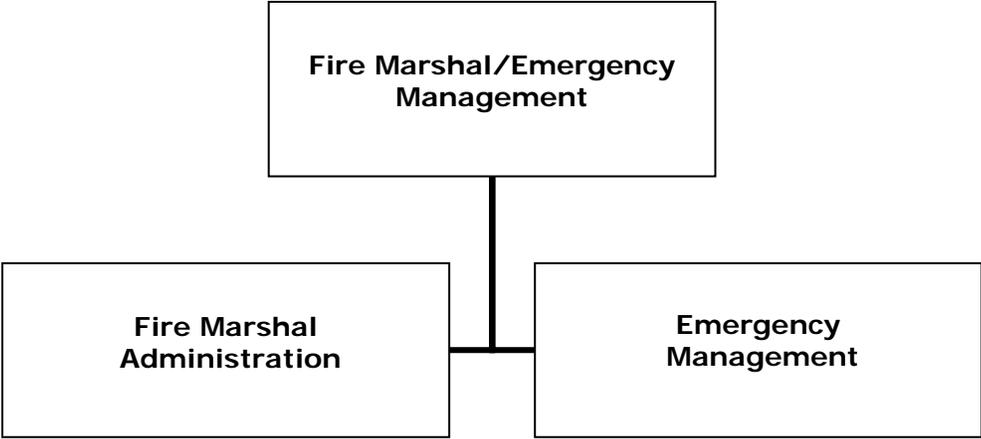
EXPENDITURE BY CLASSIFICATION

Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Base Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	548,992	505,880	505,880	371,383	494,909	528,781	4.5%
Supplies	37,389	20,404	32,241	19,749	25,118	31,787	68.0%
Maintenance	3,795	7,457	4,504	1,579	2,105	4,957	-33.5%
Services	5,365,978	70,972	69,267	34,524	46,012	69,429	-2.2%
Capital Outlay	6,012	0	182,204	187,239	191,168	0	0.0%
Department Total	\$5,962,166	\$604,713	\$794,096	\$614,474	\$759,312	\$634,954	5.4%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Base Budget	% Change in Budget from FY10 to FY11
Administration	4.8	4.8	4.8	4.8	4.8	4.8	0.0%
Fire Administration	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Emergency Management	1.3	1.3	1.3	1.3	1.3	1.3	0.0%
Tropical Storms/Hurricanes	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	6.1	6.1	6.1	6.1	6.1	6.1	0.0%

Fire Marshal's Office



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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$290,694	\$299,661	\$299,661	\$209,837	\$279,783	\$307,361
41-30 OVERTIME PAY	22,934	15,310	15,310	8,763	11,684	15,310
41-31 HOLIDAY HOURS WORKED	0	0	0	437	843	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,550	2,930	2,930	1,845	1,845	2,105
41-44 VEHICLE ALLOWANCE	5,434	5,400	5,400	3,859	5,400	5,400
41-45 INCENTIVE-CERTIFICATE PAY	8,750	9,000	9,000	6,750	9,000	9,000
41-49 CELL PHONE ALLOWANCE	4,860	4,800	4,800	3,260	4,347	4,800
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	29,764	9,652	9,652	16,624	22,165	11,869
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	26,371	26,162	26,162	17,852	23,803	27,174
47-20 TMRS RETIREMENT FUND	45,927	50,165	50,165	34,609	46,145	53,579
48-10 HEALTH/DENTAL INSURANCE	25,340	17,062	17,062	19,013	25,351	27,320
48-20 LIFE INSURANCE	803	649	649	623	831	698
48-30 DISABILITY INSURANCE	1,680	1,333	1,333	1,300	1,733	880
48-40 WORKERS COMP INSURANCE	5,056	3,471	3,471	2,626	3,501	2,628
48-50 EAP SERVICES	512	570	570	390	520	540
48-90 FLEX PLAN ADMINISTRATION	147	122	122	163	217	324
Subtotal of PERSONNEL	\$469,822	\$446,287	\$446,287	\$327,951	\$437,168	\$468,988
51-00 OFFICE SUPPLIES	\$1,233	\$1,568	\$1,268	\$820	\$1,093	\$1,268
52-00 PERSONNEL SUPPLIES	3,140	2,571	2,571	2,221	2,571	2,571
53-00 VEHICLE SUPPLIES	6	212	512	332	443	512
53-01 FUEL	4,383	2,380	2,380	3,347	4,463	4,880
54-00 OPERATING SUPPLIES	1,696	2,385	3,269	3,070	3,269	3,269
58-00 OPERATING EQUIPMENT <\$5,000	8,353	0	0	0	0	0
Subtotal of SUPPLIES	\$18,811	\$9,116	\$10,000	\$9,790	\$11,839	\$12,500
63-00 VEHICLE MAINTENANCE	\$1,944	\$2,009	\$2,009	\$1,127	\$1,503	\$2,009
68-00 EQUIPMENT MAINTENANCE	93	464	464	0	0	464
Subtotal of MAINTENANCE	\$2,037	\$2,473	\$2,473	\$1,127	\$1,503	\$2,473
73-11 VEHICLE INSURANCE	\$2,468	\$2,296	\$2,296	\$404	\$539	\$2,296
73-22 LAW ENFORCEMENT INSURANCE	2,213	2,439	2,439	2,290	3,053	2,438
74-00 OPERATING SERVICES	507	440	440	395	527	440
74-01 POSTAL/COURIER SERVICES	182	264	264	145	193	264
74-94 PERMITS/INSPECTION/TESTING	170	264	264	225	300	264
74-97 RECRUITMENT ADVERTISING	0	84	84	0	0	84
75-10 TRAINING	781	454	954	442	589	454
75-20 TRAVEL REIMBURSEMENTS	2,273	2,051	2,393	1,426	1,901	2,051
75-30 MEMBERSHIPS	570	737	737	470	627	737
76-12 TELEPHONE/COMMUNICATIONS	1,260	884	0	0	0	0
78-30 RENTAL	576	637	637	66	88	637
78-31 VEHICLE LEASE-INTERNAL	5,267	5,267	5,267	3,950	5,267	12,609
Subtotal of SERVICES	\$16,267	\$15,817	\$15,775	\$9,813	\$13,084	\$22,274
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Total for ADMINISTRATION	\$506,937	\$473,693	\$474,535	\$348,681	\$463,594	\$506,235

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
42-20 PART-TIME WAGES (TMRS EXEMPT)	\$0	\$0	\$0	\$0	\$0	\$0
42-25 FIXED RATE PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	0	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	0	0	0	0	0	0
Subtotal of PERSONNEL	\$0	\$0	\$0	\$0	\$0	\$0
74-94 PERMITS/INSPECTION/TESTING	\$8	\$0	\$0	\$0	\$0	\$0
74-97 RECRUITMENT ADVERTISING	96	0	0	0	0	0
Subtotal of SERVICES	\$104	\$0	\$0	\$0	\$0	\$0
Total for FIRE ADMINISTRATION	\$104	\$0	\$0	\$0	\$0	\$0

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$33,411	\$34,381	\$34,381	\$23,747	\$31,663	\$34,162
41-30 OVERTIME PAY	1,401	817	817	588	784	817
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	450	670	670	505	505	575
41-45 INCENTIVE-CERTIFICATE PAY	2,100	2,100	2,100	1,575	2,100	2,100
41-49 CELL PHONE ALLOWANCE	425	420	420	285	380	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	15,332	11,300	11,300	9,639	12,852	11,558
47-10 SOCIAL SECURITY/MEDICARE	4,064	3,774	3,774	2,780	3,707	3,822
47-20 TMRS RETIREMENT FUND	5,176	5,742	5,742	3,937	5,249	5,978
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	93	75	75	72	96	78
48-30 DISABILITY INSURANCE	193	154	154	148	197	99
48-40 WORKERS COMP INSURANCE	79	46	46	48	64	37
48-50 EAP SERVICES	114	114	114	93	124	108
48-90 FLEX PLAN ADMINISTRATION	19	0	0	15	20	39
Subtotal of PERSONNEL	\$62,857	\$59,593	\$59,593	\$43,432	\$57,741	\$59,793
51-00 OFFICE SUPPLIES	\$760	\$1,053	\$1,053	\$261	\$348	\$1,052
52-00 PERSONNEL SUPPLIES	0	0	0	3,258	4,344	0
53-00 VEHICLE SUPPLIES	0	464	464	0	0	464
53-01 FUEL	3,282	3,814	3,814	0	0	3,814
54-00 OPERATING SUPPLIES	2,071	2,981	2,981	3,979	5,305	2,981
58-00 OPERATING EQUIPMENT <\$5,000	12,285	2,976	13,929	2,461	3,281	13,476
Subtotal of SUPPLIES	\$18,398	\$11,288	\$22,241	\$9,959	\$13,279	\$21,787
63-00 VEHICLE MAINTENANCE	\$819	\$1,659	\$1,659	\$80	\$107	\$1,659
68-00 EQUIPMENT MAINTENANCE	939	3,325	372	372	496	825
Subtotal of MAINTENANCE	\$1,758	\$4,984	\$2,031	\$452	\$603	\$2,484
73-11 VEHICLE INSURANCE	\$849	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	3,817	32,980	31,317	17,422	23,229	24,980
75-10 TRAINING	927	1,102	1,602	991	1,321	1,102
75-20 TRAVEL REIMBURSEMENTS	1,880	1,886	5,686	3,219	4,292	4,186
75-30 MEMBERSHIPS	488	637	637	493	657	637
76-11 ELECTRICITY	77	0	0	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	488	1,828	1,828	1,586	2,115	1,828
78-00 CONTRACT SERVICES	3,734	5,300	5,300	0	0	5,300
78-30 RENTAL	1,366	822	822	1,000	1,313	822
78-41 ENVIRONMENTAL CLEAN UP	2,379	10,600	6,300	0	0	8,300
Subtotal of SERVICES	\$16,005	\$55,155	\$53,492	\$24,711	\$32,928	\$47,155
84-00 CAPITAL OPERATING EQUIPMENT	\$6,012	\$0	\$170,417	\$175,452	\$175,452	\$0
86-00 GARAGE/CARPORT	0	0	0	0	0	0
88-00 CAPITAL EQUIPMENT	0	0	11,787	11,787	15,716	0
Subtotal of CAPITAL	\$6,012	\$0	\$182,204	\$187,239	\$191,168	\$0
Total for EMERGENCY MANAGEMENT	\$105,030	\$131,020	\$319,561	\$265,793	\$295,718	\$131,219

**Fire Marshal's Office
Tropical Storms/Hurricanes
001-2513-422**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$11,485	\$0	\$0	\$0	\$0	\$0
41-30 OVERTIME PAY	1,242	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	969	0	0	0	0	0
47-20 TMRS RETIREMENT	1,753	0	0	0	0	0
48-10 HEALTH/DENTAL INSURANCE	667	0	0	0	0	0
48-20 LIFE INSURANCE	19	0	0	0	0	0
48-30 DISABILITY INSURANCE	40	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	129	0	0	0	0	0
48-50 EAP SERVICES	5	0	0	0	0	0
48-90 FLEX PLAN ADMINISTRATION	4	0	0	0	0	0
Subtotal of PERSONNEL	\$16,313	\$0	\$0	\$0	\$0	\$0
53-01 FUEL	\$180	\$0	\$0	\$0	\$0	\$0
55-01 EMERGENCY - MATERIALS	0	0	0	0	0	0
58-01 EMERGENCY - EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$180	\$0	\$0	\$0	\$0	\$0
78-00 CONTRACT SERVICES	\$5,325,182	\$0	\$0	\$0	\$0	\$0
79-71 EMERGENCY - SERVICES	8,420	0	0	0	0	0
Subtotal of SERVICES	\$5,333,602	\$0	\$0	\$0	\$0	\$0
Total for TS OR HURRICANE	\$5,350,095	\$0	\$0	\$0	\$0	\$0

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 City Council, Planning & Zoning Commission, Construction Board of Adjustment, Zoning Board of Adjustment, and other City Departments
- Provide Engineering Support for Drainage, Utilities, and Traffic Issues
- Provide Floodplain Management Support
- Implement the Overall 5-year Capital Improvements Program
- Implement Geographic Information System

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:

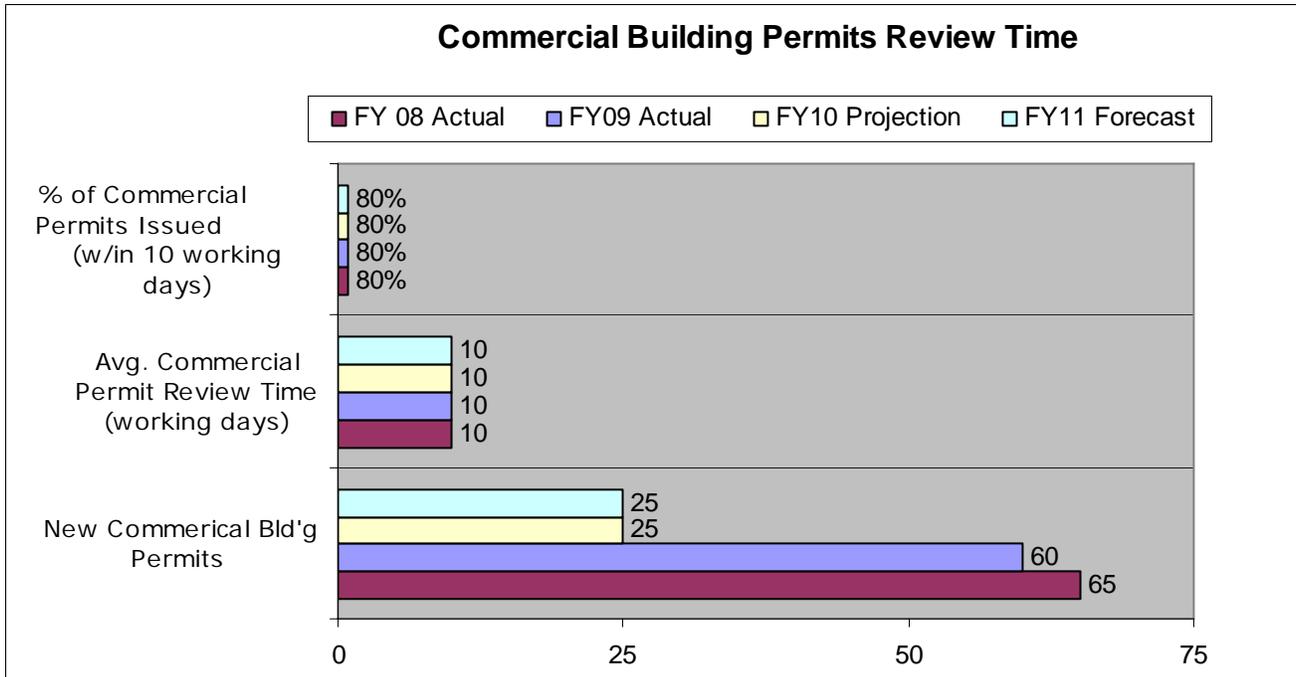
The first objective is to issue residential permits within an average of 10 working days or less. Further, the staff strives to achieve this objective at least 80% of the time.

Measure	FY08 Actual	FY09 Actual	FY10 Estimate	FY11 Forecast
New Residential Building Permits (each)	212	150	75	125
Average Residential Permit Review Time (working days)	10	10	10	10
Percentage of Residential Permits Issued Within 10 Working Days	80%	90%	95%	90%

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.



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 2009-2010 fiscal year.

Community Development

Project Type	Phase of Completion				Cost
	Prelim Eng	Final Eng	Const'	Complete	
Project Category					
Water Improvements		4			\$0
Sewer Improvements				2	\$5,147,059
Facilities	2				\$0
Drainage			1		\$2,989,901
Streets & Thoroughfares				1	\$0
Parks					\$0

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 2009-2010 project list.

Project Type	Change Order Number and Dollar Amount					
	Org Cost	Add CO's	Deduct CO's	Net CO's	Total Cost	CO %
Project Category						
Water Improvements						0%
Sewer Improvements	\$5,135,386	\$16,173	\$25	\$13,673	\$5,147,059	0.31%
Facilities						0%
Drainage	\$2,989,901	\$0	\$0	\$0	\$2,989,901	0%
Streets & Thoroughfares						0%
Parks						0%

**Community Development
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration	189,858	332,672	331,672	239,623	319,416	353,593	6.3%
Planning	138,194	140,937	159,437	100,375	153,316	145,441	3.2%
Inspection	365,078	387,682	396,902	268,957	374,959	392,077	1.1%
Code Enforcement	32,774	94,474	94,474	42,628	70,487	79,089	-16.3%
Engineering (GF)	61,844	73,256	73,256	34,454	68,609	72,169	-1.5%
Projects (GF)	157,318	160,725	160,725	159,013	212,581	269,482	67.7%
Engineering (W/S)	79,772	81,123	82,205	32,525	67,507	76,603	-5.6%
Projects (W/S)	212,713	186,284	185,330	55,479	74,191	83,442	-55.2%
Department Total	\$1,237,551	\$1,457,153	\$1,484,001	\$933,054	\$1,341,066	\$1,471,896	1.0%

EXPENDITURE BY CLASSIFICATION

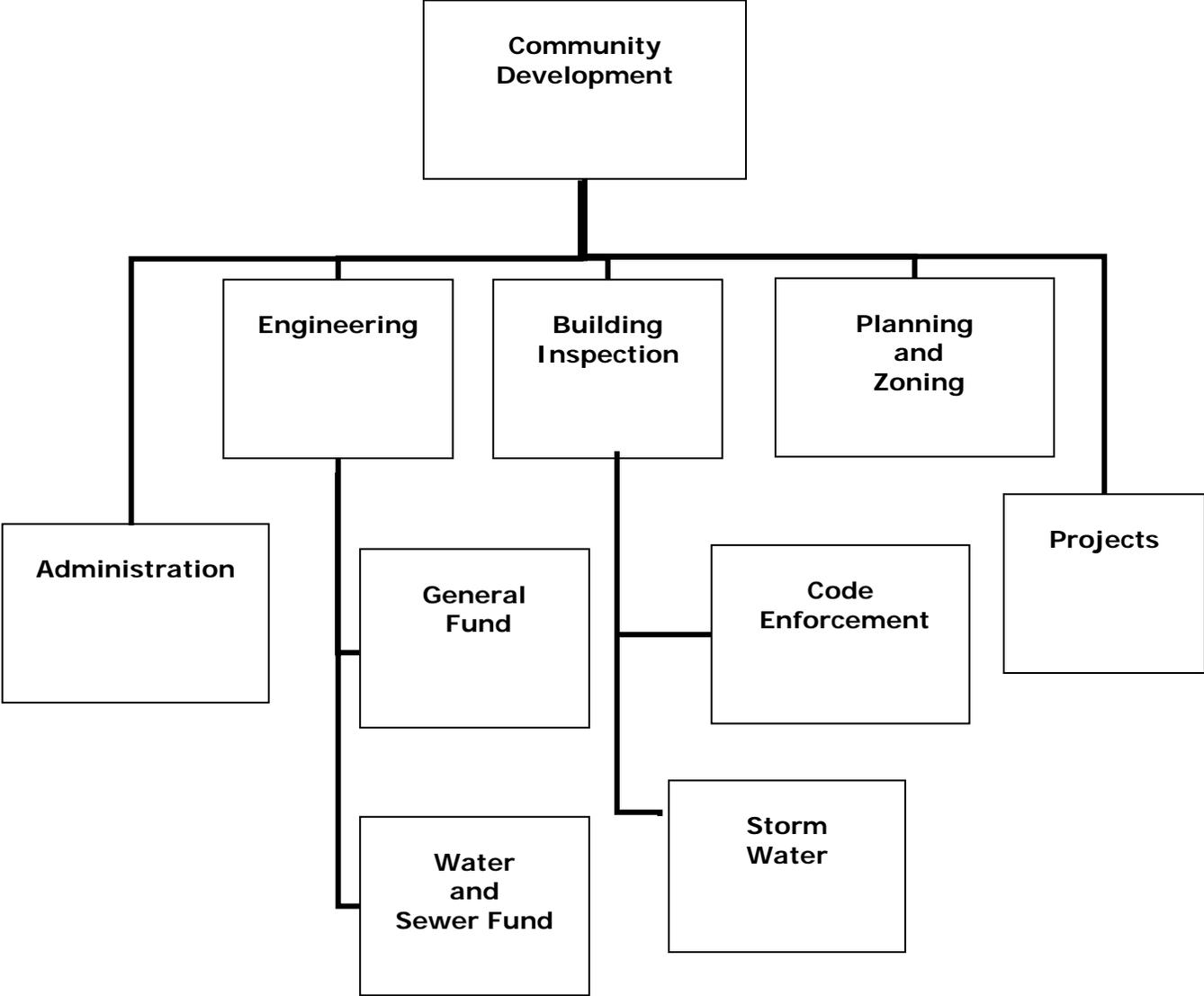
Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	1,129,122	1,296,890	1,296,890	868,630	1,218,731	1,331,570	2.7%
Supplies	19,406	31,651	29,127	12,885	17,230	25,742	-18.7%
Maintenance	1,783	2,546	2,546	860	1,347	2,546	0.0%
Services	87,240	126,066	155,438	50,679	103,758	112,038	-11.1%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$1,237,551	\$1,457,153	\$1,484,001	\$933,054	\$1,341,066	\$1,471,896	1.0%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Planning	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Inspection	5.7	5.7	5.7	5.7	5.7	5.7	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)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Projects (W/S)	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Department Total	17.7	17.7	17.7	17.7	17.7	17.7	0.0%

GF-General Fund, W/S-Water and Sewer Fund

Community Development



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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$125,470	\$219,602	\$219,602	\$162,672	\$216,896	\$234,496
41-30 OVERTIME PAY	589	500	500	165	500	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	845	1,100	1,100	1,085	1,085	1,280
41-44 VEHICLE ALLOWANCE	5,850	10,800	10,800	7,718	10,291	10,800
41-45 INCENTIVE-CERTIFICATE PAY	1,650	1,500	1,500	1,875	2,500	3,300
41-49 CELL PHONE ALLOWANCE	1,248	1,860	1,860	1,671	2,228	2,460
41-50 HOUSING ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	9,922	17,680	17,680	12,503	16,671	19,170
47-20 TMRS RETIREMENT FUND	18,673	34,886	34,886	25,844	34,459	39,113
47-31 ANNUAL 457B CONTRIBUTION	0	0	0	0	0	0
48-10 HEALTH/DENTAL INSURANCE	13,608	22,303	22,303	18,208	24,277	26,087
48-20 LIFE INSURANCE	343	474	474	479	639	531
48-30 DISABILITY INSURANCE	719	973	973	1,002	1,336	669
48-40 WORKERS COMP INSURANCE	216	381	381	332	443	321
48-50 EAP SERVICES	119	171	171	139	185	162
48-90 FLEX PLAN ADMINISTRATION	110	103	103	97	129	123
Subtotal of PERSONNEL	\$179,362	\$312,333	\$312,333	\$233,790	\$311,638	\$339,012
51-00 OFFICE SUPPLIES	\$7,286	\$9,381	\$9,381	\$2,410	\$3,213	\$6,000
54-00 OPERATING SUPPLIES	271	318	318	150	200	318
Subtotal of SUPPLIES	\$7,557	\$9,699	\$9,699	\$2,560	\$3,413	\$6,318
74-00 OPERATING SERVICES	\$536	\$530	\$530	\$349	\$465	\$530
74-01 POSTAL/COURIER SERVICES	263	0	1,500	1,161	1,548	1,500
74-97 RECRUITMENT ADVERTISING	200	1,377	1,377	520	693	0
75-10 TRAINING	690	1,589	1,589	350	467	1,589
75-20 TRAVEL REIMBURSEMENTS	960	1,061	1,061	0	0	1,061
75-30 MEMBERSHIPS	290	933	933	893	1,191	933
78-00 CONTRACT SERVICES	0	5,150	2,650	0	0	2,650
Subtotal of SERVICES	\$2,939	\$10,640	\$9,640	\$3,273	\$4,364	\$8,263
Total for COMMUNITY DEV ADMIN	\$189,858	\$332,672	\$331,672	\$239,623	\$319,416	\$353,593

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$96,977	\$95,419	\$95,419	\$69,111	\$92,148	\$96,730
41-30 OVERTIME PAY	757	1,500	1,500	0	1,500	1,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	225	355	355	345	345	475
41-45 INCENTIVE-CERTIFICATE PAY	2,250	3,000	3,000	2,375	3,167	3,300
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	7,532	7,532	7,532	5,402	7,203	7,809
47-20 TMRS RETIREMENT FUND	13,793	14,862	14,862	10,599	14,132	15,921
48-10 HEALTH/DENTAL INSURANCE	5,754	5,427	5,427	4,293	5,724	6,102
48-20 LIFE INSURANCE	267	206	206	209	279	220
48-30 DISABILITY INSURANCE	559	423	423	434	579	277
48-40 WORKERS COMP INSURANCE	150	127	127	96	128	102
48-50 EAP SERVICES	114	114	114	93	124	108
48-90 FLEX PLAN ADMINISTRATION	39	103	103	31	41	38
Subtotal of PERSONNEL	\$128,417	\$129,068	\$129,068	\$92,988	\$125,369	\$132,582
51-00 OFFICE SUPPLIES	\$32	\$0	\$0	\$0	\$0	\$0
54-00 OPERATING SUPPLIES	385	1,589	1,589	631	841	1,585
Subtotal of SUPPLIES	\$417	\$1,589	\$1,589	\$631	\$841	\$1,585
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	125	318	17,818	22	17,818	312
74-01 POSTAL/COURIER SERVICES	90	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIMS	0	0	1,000	1,000	1,333	1,000
75-10 TRAINING	4,450	5,300	5,300	2,566	3,421	5,300
75-20 TRAVEL REIMBURSEMENTS	4,260	3,985	3,985	2,892	3,856	3,985
75-30 MEMBERSHIPS	435	677	677	276	677	677
Subtotal of SERVICES	\$9,360	\$10,280	\$28,780	\$6,756	\$27,106	\$11,274
Total for PLANNING & ZONING	\$138,194	\$140,937	\$159,437	\$100,375	\$153,316	\$145,441

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$229,111	\$241,103	\$241,103	\$169,646	\$240,695	\$251,792
41-30 OVERTIME PAY	4,004	3,830	3,830	2,610	3,980	3,830
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	876	1,332	1,332	1,228	1,228	1,618
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	5,050	5,310	5,310	4,208	5,611	5,610
41-49 CELL PHONE ALLOWANCE	1,982	1,620	1,620	1,357	1,809	1,620
41-90 ACCRUED PAYROLL	146	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	16,861	19,076	19,076	12,846	17,128	20,025
47-20 TMRS RETIREMENT FUND	33,198	37,641	37,641	26,417	35,223	39,221
48-10 HEALTH/DENTAL INSURANCE	42,069	43,807	43,807	24,646	32,861	33,689
48-20 LIFE INSURANCE	647	522	522	513	684	567
48-30 DISABILITY INSURANCE	1,325	1,072	1,072	1,063	1,417	685
48-40 WORKERS COMP INSURANCE	784	663	663	488	651	510
48-50 EAP SERVICES	318	325	325	264	352	308
48-90 FLEX PLAN ADMINISTRATION	108	223	223	87	116	110
Subtotal of PERSONNEL	\$336,479	\$356,524	\$356,524	\$245,373	\$341,755	\$359,585
51-00 OFFICE SUPPLIES	\$84	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	42	185	593	253	337	593
53-00 VEHICLE SUPPLIES	250	264	264	128	221	264
53-01 FUEL	5,570	7,524	7,524	5,263	7,017	7,524
54-00 OPERATING SUPPLIES	1,169	1,080	1,080	874	1,165	1,080
58-00 OPERATING EQUIPMENT <\$5,000	157	582	582	480	640	582
Subtotal of SUPPLIES	\$7,272	\$9,635	\$10,043	\$6,998	\$9,381	\$10,043
63-00 VEHICLE MAINTENANCE	\$446	\$1,167	\$1,167	\$656	\$1,075	\$1,167
Subtotal of MAINTENANCE	\$446	\$1,167	\$1,167	\$656	\$1,075	\$1,167
73-11 VEHICLE INSURANCE	\$2,009	\$1,573	\$1,573	\$1,189	\$1,585	\$1,573
74-00 OPERATING SERVICES	798	1,589	1,589	260	847	1,589
74-01 POSTAL/COURIER SERVICES	34	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIM	1,500	0	0	0	0	0
74-99 PRIOR YEAR REVENUE REFUND	4,198	0	0	0	0	0
75-10 TRAINING	3,477	2,650	2,650	1,411	2,890	2,650
75-20 TRAVEL REIMBURSEMENTS	2,004	2,889	2,689	710	947	2,689
75-30 MEMBERSHIPS	639	493	693	526	701	693
77-10 SOFTWARE LICENSE FEE	0	0	9,220	8,630	11,507	0
78-00 CONTRACT SERVICES	1,950	6,890	6,482	0	0	5,000
78-31 VEHICLE LEASE-INTERNAL	4,272	4,272	4,272	3,204	4,272	7,088
Subtotal of SERVICES	\$20,881	\$20,356	\$29,168	\$15,930	\$22,749	\$21,282
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Total for INSPECTIONS	\$365,078	\$387,682	\$396,902	\$268,957	\$374,959	\$392,077

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$20,266	\$38,923	\$38,923	\$26,863	\$46,817	\$38,845
41-30 OVERTIME PAY	426	500	500	783	1,044	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	0	0	0	0	0	95
41-45 INCENTIVE-CERTIFICATE PAY	50	0	0	100	233	300
41-49 CELL PHONE ALLOWANCE	277	540	540	367	539	540
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	1,497	3,023	3,023	1,949	3,599	3,087
47-20 TMRS RETIREMENT FUND	2,885	5,966	5,966	4,149	6,532	6,302
48-10 HEALTH/DENTAL INSURANCE	2,947	5,951	5,951	4,870	6,993	6,993
48-20 LIFE INSURANCE	65	85	85	81	108	89
48-30 DISABILITY INSURANCE	135	174	174	167	223	112
48-40 WORKERS COMP INSURANCE	82	128	128	91	121	94
48-50 EAP SERVICES	33	57	57	46	61	54
48-90 FLEX PLAN ADMINISTRATION	35	19	19	21	28	19
Subtotal of PERSONNEL	\$28,698	\$55,366	\$55,366	\$39,487	\$66,299	\$57,030
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	164	222	222	90	120	222
58-00 OPERATING EQUIPMENT<\$5000	937	0	0	0	0	0
Subtotal of SUPPLIES	\$1,101	\$222	\$222	\$90	\$120	\$222
74-00 OPERATING SERVICES	\$39	\$1,061	\$1,061	\$106	\$141	\$1,052
74-41 CODE ENFORCEMENT SERVICES	1,150	4,239	4,239	106	141	4,238
75-10 TRAINING	0	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	0	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	1,786	1,786	1,786	1,339	1,785	1,547
78-42 STORM WATER MANAGEMENT	0	31,800	31,800	1,500	2,000	15,000
Subtotal of SERVICES	\$2,975	\$38,886	\$38,886	\$3,051	\$4,068	\$21,837
Total for CODE ENFORCEMENT	\$32,774	\$94,474	\$94,474	\$42,628	\$70,487	\$79,089

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$36,349	\$45,239	\$45,239	\$19,525	\$44,033	\$44,726
41-30 OVERTIME PAY	0	500	500	0	0	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	270	335	335	239	239	55
41-45 INCENTIVE-CERTIFICATE PAY	300	300	300	325	433	0
41-49 CELL PHONE ALLOWANCE	0	0	0	210	280	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,773	3,516	3,516	1,516	3,421	3,469
47-20 TMRS RETIREMENT FUND	5,075	6,938	6,938	3,082	5,859	7,083
48-10 HEALTH/DENTAL INSURANCE	4,697	4,318	4,318	3,090	4,120	5,044
48-20 LIFE INSURANCE	126	99	99	82	109	101
48-30 DISABILITY INSURANCE	262	203	203	150	200	128
48-40 WORKERS COMP INSURANCE	106	113	113	51	68	88
48-50 EAP SERVICES	57	57	57	42	56	54
48-90 FLEX PLAN ADMINISTRATION	19	19	19	14	19	19
Subtotal of PERSONNEL	\$50,034	\$61,637	\$61,637	\$28,326	\$58,838	\$61,267
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	0	318	318	245	327	318
54-00 OPERATING SUPPLIES	52	637	637	170	227	637
58-00 OPERATING EQUIPMENT <\$5,000	0	212	212	0	0	212
Subtotal of SUPPLIES	\$52	\$1,167	\$1,167	\$415	\$553	\$1,167
63-00 VEHICLE MAINTENANCE	\$141	\$530	\$530	\$40	\$53	\$530
Subtotal of MAINTENANCE	\$141	\$530	\$530	\$40	\$53	\$530
71-30 ENGINEERING SERVICES	\$5,623	\$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	75	849	849	623	831	849
74-01 POSTAL/COURIER SERVICES	18	6	6	0	0	0
74-97 RECRUITMENT ADVERTISING	298	38	650	650	867	0
75-10 TRAINING	1,273	1,273	1,273	420	1,160	1,273
75-20 TRAVEL REIMBURSEMENTS	92	530	530	0	0	530
75-30 MEMBERSHIPS	85	318	318	229	305	318
78-00 CONTRACT SERVICES	2,545	5,300	4,688	2,545	4,393	4,688
78-31 VEHICLE LEASE-INTERNAL	1,608	1,608	1,608	1,206	1,608	1,547
Subtotal of SERVICES	\$11,617	\$9,922	\$9,922	\$5,673	\$9,164	\$9,205
Total for ENGINEERING	\$61,844	\$73,256	\$73,256	\$34,454	\$68,609	\$72,169

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$99,712	\$104,160	\$104,160	\$99,929	\$133,239	\$168,936
41-30 OVERTIME PAY	4,338	0	0	2,527	4,369	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	515	645	645	635	635	815
41-44 VEHICLE ALLOWANCE	0	0	0	3,825	5,100	5,400
41-45 INCENTIVE-CERTIFICATE PAY	3,600	3,600	3,600	3,450	4,600	5,400
41-49 CELL PHONE ALLOWANCE	1,397	1,380	1,380	1,517	2,023	2,520
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	7,577	8,245	8,245	7,854	10,472	14,010
47-20 TMRS RETIREMENT FUND	15,076	16,270	16,270	16,594	22,125	28,585
48-10 HEALTH/DENTAL INSURANCE	18,802	17,057	17,057	18,125	24,167	32,769
48-20 LIFE INSURANCE	280	225	225	300	400	382
48-30 DISABILITY INSURANCE	583	462	462	627	836	481
48-40 WORKERS COMP INSURANCE	417	334	334	361	481	400
48-50 EAP SERVICES	114	114	114	120	160	162
48-90 FLEX PLAN ADMINISTRATION	39	39	39	31	41	58
Subtotal of PERSONNEL	\$152,450	\$152,531	\$152,531	\$155,895	\$208,648	\$259,918
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	0	0	354	134	179	354
53-00 VEHICLE SUPPLIES	72	122	122	0	0	122
53-01 FUEL	0	1,848	1,848	0	0	1,848
54-00 OPERATING SUPPLIES	515	822	468	318	424	468
58-00 OPERATING EQUIPMENT <\$5,000	0	530	205	0	0	205
Subtotal of SUPPLIES	\$587	\$3,322	\$2,997	\$452	\$603	\$2,997
63-00 VEHICLE MAINTENANCE	\$1,196	\$637	\$637	\$164	\$219	\$637
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$1,196	\$637	\$637	\$164	\$219	\$637
73-11 VEHICLE INSURANCE	\$0	\$510	\$510	\$0	\$0	\$510
74-00 OPERATING SERVICES	18	53	53	0	0	53
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	325	325	433	325
75-10 TRAINING	1,086	1,086	1,086	675	675	1,086
75-20 TRAVEL REIMBURSEMENTS	0	387	387	0	0	387
75-30 MEMBERSHIPS	127	133	133	111	148	133
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	212	212	0	0	212
78-31 VEHICLE LEASE-INTERNAL	1,854	1,854	1,854	1,391	1,855	3,224
Subtotal of SERVICES	\$3,085	\$4,235	\$4,560	\$2,502	\$3,111	\$5,930
Total for PROJECTS	\$157,318	\$160,725	\$160,725	\$159,013	\$212,581	\$269,482

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$33,609	\$38,301	\$38,301	\$14,414	\$27,219	\$32,026
41-30 OVERTIME PAY	1,728	0	0	241	321	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	230	185	185	0	0	70
41-45 INCENTIVE-CERTIFICATE PAY	0	0	0	300	450	600
41-49 CELL PHONE ALLOWANCE	0	0	0	210	315	420
41-90 ACCRUED PAYROLL	(969)	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,673	2,872	2,872	1,140	1,728	2,533
47-20 TMRS RETIREMENT FUND	4,936	5,667	5,667	2,307	3,435	5,169
48-10 HEALTH/DENTAL INSURANCE	4,305	4,318	4,318	2,348	3,522	5,045
48-20 LIFE INSURANCE	95	82	82	44	65	72
48-30 DISABILITY INSURANCE	196	169	169	91	137	91
48-40 WORKERS COMP INSURANCE	100	93	93	38	61	62
48-50 EAP SERVICES	52	57	57	32	46	54
48-90 FLEX PLAN ADMINISTRATION	82	19	19	10	16	19
Subtotal of PERSONNEL	\$47,037	\$51,763	\$51,763	\$21,175	\$37,315	\$46,161
51-00 OFFICE SUPPLIES	\$387	\$1,695	\$42	\$42	\$56	\$42
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	0	0	0	0	0
Subtotal of SUPPLIES	\$387	\$1,695	\$42	\$42	\$56	\$42
63-00 VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
71-30 ENGINEERING SERVICES	\$32,348	\$27,401	\$30,136	\$11,308	\$30,136	\$30,136
71-34 GIS IMPLEMENTATION PLAN	0	0	0	0	0	0
73-11 VEHICLE INSURANCE	0	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	0	264	264	0	0	264
78-31 VEHICLE LEASE-INTERNAL	0	0	0	0	0	0
Subtotal of SERVICES	\$32,348	\$27,665	\$30,400	\$11,308	\$30,136	\$30,400
Total for ENGINEERING	\$79,772	\$81,123	\$82,205	\$32,525	\$67,507	\$76,603

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$145,785	\$122,675	\$122,675	\$37,469	\$49,959	\$54,521
41-30 OVERTIME PAY	1,798	3,500	3,500	1,741	2,321	3,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	220	225	225	220	220	285
41-44 VEHICLE ALLOWANCE	5,018	5,400	5,400	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	3,950	2,400	2,400	1,800	2,400	2,400
41-49 CELL PHONE ALLOWANCE	1,790	960	960	367	502	540
41-90 ACCRUED PAYROLL	2,199	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	11,664	10,273	10,273	3,166	4,221	4,691
47-20 TMRS RETIREMENT FUND	21,814	20,272	20,272	6,141	8,322	9,559
48-10 HEALTH/DENTAL INSURANCE	10,670	10,695	10,695	152	203	0
48-20 LIFE INSURANCE	394	268	268	112	149	124
48-30 DISABILITY INSURANCE	824	551	551	234	312	156
48-40 WORKERS COMP INSURANCE	373	316	316	133	177	166
48-50 EAP SERVICES	109	114	114	46	61	54
48-90 FLEX PLAN ADMINISTRATION	37	19	19	15	20	19
Subtotal of PERSONNEL	\$206,645	\$177,668	\$177,668	\$51,596	\$68,868	\$76,015
51-00 OFFICE SUPPLIES	\$20	\$424	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	0	122	122	0	0	122
53-00 VEHICLE SUPPLIES	215	212	212	0	0	212
53-01 FUEL	1,633	2,558	2,558	1,697	2,263	2,558
54-00 OPERATING SUPPLIES	165	476	476	0	0	476
58-00 OPERATING EQUIPMENT <\$5,000	0	530	0	0	0	0
Subtotal of SUPPLIES	\$2,033	\$4,322	\$3,368	\$1,697	\$2,263	\$3,368
63-00 VEHICLE MAINTENANCE	\$0	\$212	\$212	\$0	\$0	\$212
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$0	\$212	\$212	\$0	\$0	\$212
73-11 VEHICLE INSURANCE	\$1,506	\$349	\$849	\$872	\$1,308	\$849
74-00 OPERATING SERVICES	413	794	794	0	0	794
74-01 POSTAL/COURIER SERVICES	0	530	30	0	0	30
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	264	264	264	0	0	264
75-20 TRAVEL REIMBURSEMENTS	35	264	264	0	0	264
75-30 MEMBERSHIPS	65	129	129	0	0	129
78-00 CONTRACT SERVICES	0	0	0	0	0	0
78-30 RENTAL	0	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	1,752	1,752	1,752	1,314	1,752	1,517
Subtotal of SERVICES	\$4,035	\$4,082	\$4,082	\$2,186	\$3,060	\$3,847
Total for PROJECTS	\$212,713	\$186,284	\$185,330	\$55,479	\$74,191	\$83,442

Public Works

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:

- Concrete Street Repair and Asphalt Overlay Programs
- Sanitary Sewer Rehabilitation Program

Highlights of Budget

Street Maintenance Program

This is the seventh 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.

Sanitary Sewer Rehabilitation Program

This program will begin its ninth 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. Included in this year's budget is \$300,000 for this program.

Mowing Tractor

The public works is responsible for the maintenance and the upkeep of the roadside ditches and drainage easements. These areas are mowed monthly for six cycles. The City uses a slope mower that was purchased three years ago and a new tractor last year. Public Works is requesting another tractor to be added to its fleet.

Meter Change out Program

This program is to replace the old and the dead meters. New meters provide accurate reading that will account correct water usage. It reduces the loss of revenue and the unaccounted water. This program will also assist in complying with the water conservation plan.

Water Wise Program

Water Wise Program is to educate students about water conservation. The City of Friendswood through an inter-local agreement with Harris-Galveston Coastal Subsidence District sponsors a water conservation program known as "Learning to Be Water Wise & Energy Efficient". The City has sponsored the Bales Intermediate and Windsong Intermediate and will continue to do so.

Public Works

Decision Packages (Funded)

Fuel	Ongoing Cost	\$6,000
Street Maintenance (undesignated Fund Balance)	One-Time Costs	\$100,000

Decision Packages (Unfunded)

Mowing tractor	One-time Cost	\$35,000
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Departmental Goals and Measures

Goal 1 (correlates with 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 A:

The first objective of the Public Works Department is to complete Water & Sewer work orders within an average of 2 working days or less, and achieve this objective at least 90% of the time.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Water & Sewer Work Orders (each)	1,823	2,287	2,050	1,950
Average Time to Complete Water & Sewer Work Orders (days)	1.05	1.06	1.06	1.05
Percentage of Water & Sewer Work Orders Completed Within 2 Working Days	99%	99%	99%	99%

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 (correlates with 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 A:

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.

Public Works

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Streets & Drainage Work Orders (each)	536	707	620	550
Average Time to Complete Street & Drainage Work Orders (days)	3.79	5.0	5.0	5.0
Percentage of Street & Drainage Work Orders Completed within 10 Working Days	91%	90%	90%	90%

Trends: The Public Works Department begins its seventh 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 7 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.

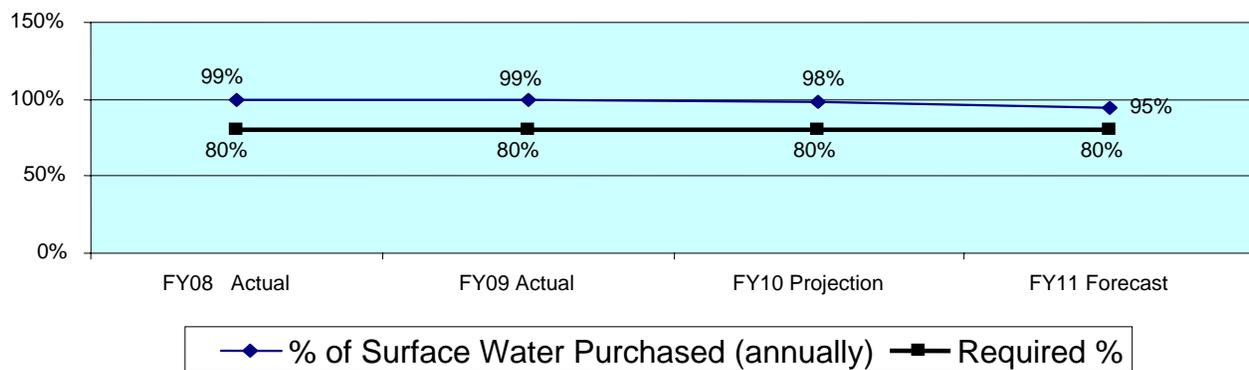
Goal 3 (correlates with City Goals 1, 3 & 6)

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

Objective A:

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

Total Surface Water Purchased (Annually)



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 has purchased additional surface water in order to meet future demands.

**Public Works
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration (GF)	204,591	206,845	207,049	149,993	207,389	215,555	4.2%
Streets/Sidewalks	1,016,771	1,154,181	1,155,579	813,968	1,120,482	1,153,898	0.0%
Drainage Operations	322,136	377,354	377,366	277,662	389,069	351,346	-6.9%
Sanitation	9,375	11,300	11,300	5,625	11,300	11,300	0.0%
Administration (W/S)	54,713	55,395	56,415	44,734	60,293	62,915	13.6%
Water Operations (W/S)	1,971,808	2,147,499	2,160,197	1,094,485	2,087,801	2,153,885	0.3%
Sewer Operations (W/S)	2,067,782	2,390,682	2,393,714	1,621,894	2,314,173	2,410,414	0.8%
Utility Customer Svc. (W/S)	164,233	167,670	168,170	107,651	158,093	163,498	-2.5%
Department Total	\$5,811,409	\$6,510,926	\$6,529,790	\$4,116,012	\$6,348,598	\$6,522,811	0.2%

EXPENDITURE BY CLASSIFICATION

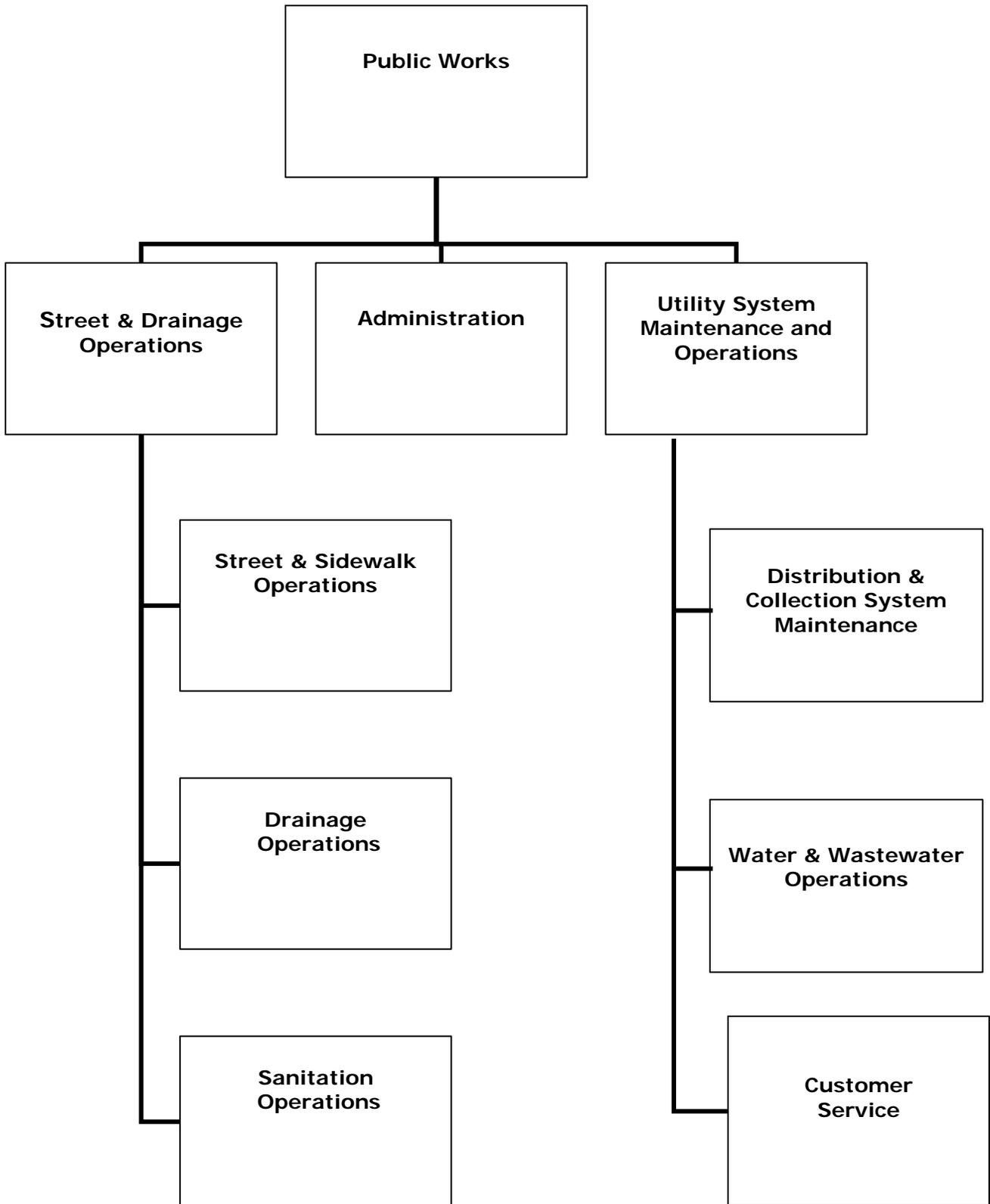
Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	2,190,330	2,191,454	2,191,454	1,557,265	2,223,704	2,272,423	3.7%
Supplies	193,677	297,069	301,607	144,861	225,960	305,527	2.8%
Maintenance	345,318	480,602	491,053	208,107	408,823	469,439	-2.3%
Services	2,980,519	3,368,506	3,374,461	2,125,615	3,357,059	3,372,127	0.1%
Capital Outlay	10,000	70,000	67,920	28,920	38,560	0	-100.0%
Other	91,565	103,295	103,295	51,244	94,493	103,295	0.0%
Department Total	\$5,811,409	\$6,510,926	\$6,529,790	\$4,116,012	\$6,348,598	\$6,522,811	0.2%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration (GF)	2.0	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	7.0	7.0	7.0	7.0	7.0	7.0	0.0%
Administration (W/S)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Water Operations	10.3	10.3	10.3	10.3	10.3	10.3	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%
Department Total	38.3	38.3	38.3	38.3	38.3	38.3	0.0%

GF-General Fund, W/S-Water and Sewer Fund

Public Works



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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$146,641	\$145,584	\$145,584	\$105,148	\$145,584	\$150,122
41-30 OVERTIME PAY	752	1,000	1,000	578	771	1,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,865	2,000	2,000	1,985	1,985	2,120
41-44 VEHICLE ALLOWANCE	5,434	5,400	5,400	3,859	5,400	5,400
41-45 INCENTIVE-CERTIFICATE PAY	225	300	300	225	300	300
41-49 CELL PHONE ALLOWANCE	1,089	1,320	1,320	897	1,320	1,320
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	10,602	11,761	11,761	7,328	11,761	12,266
47-20 TMRS RETIREMENT FUND	21,458	23,207	23,207	16,611	23,207	25,013
48-10 HEALTH/DENTAL INSURANCE	12,456	11,551	11,551	9,342	11,551	13,322
48-20 LIFE INSURANCE	399	316	316	311	415	342
48-30 DISABILITY INSURANCE	832	650	650	648	864	431
48-40 WORKERS COMP INSURANCE	234	193	193	150	200	157
48-50 EAP SERVICES	114	114	114	93	124	108
48-90 FLEX PLAN ADMINISTRATION	108	103	103	82	109	104
Subtotal of PERSONNEL	\$202,209	\$203,499	\$203,499	\$147,257	\$203,591	\$212,005
51-00 OFFICE SUPPLIES	\$858	\$1,273	\$1,273	\$667	\$889	\$1,273
52-00 PERSONNEL SUPPLIES	0	210	210	31	41	210
54-00 OPERATING SUPPLIES	245	318	318	46	211	318
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$1,103	\$1,801	\$1,801	\$744	\$1,142	\$1,801
68-00 EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	225	106	249	244	325	249
74-01 POSTAL/COURIER SERVICES	61	79	79	252	336	79
74-94 PERMITS & INSPECTION FEES	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	115	398	597	514	685	597
75-20 TRAVEL REIMBURSEMENTS	0	624	230	388	517	230
75-30 MEMBERSHIPS	878	338	594	594	792	594
76-12 TELEPHONE/ COMMUNICATIONS	0	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
Subtotal of SERVICES	\$1,279	\$1,545	\$1,749	\$1,992	\$2,656	\$1,749
Total for ADMINISTRATION	\$204,591	\$206,845	\$207,049	\$149,993	\$207,389	\$215,555

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$289,363	\$338,109	\$338,109	\$224,565	\$338,109	\$346,935
41-30 OVERTIME PAY	9,845	10,180	10,180	6,845	10,180	10,179
41-43 LONGEVITY PAY	6,510	7,000	7,000	6,895	6,895	7,595
41-45 INCENTIVE-CERTIFICATE PAY	300	300	300	225	300	300
41-49 CELL PHONE ALLOWANCE	1,306	1,380	1,380	937	1,380	1,380
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	22,042	26,986	26,986	17,370	26,986	27,667
47-20 TMRS RETIREMENT FUND	42,281	53,250	53,250	35,312	53,250	56,434
48-10 HEALTH/DENTAL INSURANCE	51,891	58,492	58,492	39,314	52,419	64,091
48-20 LIFE INSURANCE	801	735	735	677	903	779
48-30 DISABILITY INSURANCE	1,667	1,509	1,509	1,404	1,872	982
48-40 WORKERS COMP INSURANCE	10,551	10,908	10,908	7,225	9,633	8,131
48-50 EAP SERVICES	483	570	570	439	585	540
48-90 FLEX PLAN ADMINISTRATION	181	282	282	196	261	259
Subtotal of PERSONNEL	\$437,221	\$509,701	\$509,701	\$341,404	\$502,773	\$525,272
51-00 OFFICE SUPPLIES	\$244	\$264	\$264	\$106	\$141	\$264
52-00 PERSONNEL SUPPLIES	6,185	6,073	7,348	5,057	6,743	7,348
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
53-01 FUEL	17,066	15,920	15,920	16,541	22,055	21,920
54-00 OPERATING SUPPLIES	5,869	2,702	4,782	2,320	3,093	2,703
54-74 SIGN MATERIALS	31,603	31,178	31,178	19,054	31,178	31,178
54-95 CHEMICALS	0	0	0	0	0	0
56-00 FACILITY SUPPLIES	260	1,061	361	65	87	361
58-00 OPERATING EQUIPMENT <\$5,000	13,753	6,206	6,206	4,943	6,591	6,206
Subtotal of SUPPLIES	\$74,980	\$63,404	\$66,059	\$48,086	\$69,887	\$69,980
63-00 VEHICLE MAINTENANCE	\$15,209	\$13,654	\$13,654	\$4,602	\$6,136	\$13,654
65-10 STREET MAINTENANCE	45,125	85,118	83,505	52,054	83,505	71,505
65-11 CONCRETE STREET MAINT	0	0	0	0	0	0
65-12 ASPHALT STREET MAINT	0	0	0	0	0	0
65-15 BRIDGE MAINTENANCE	345	1,061	1,061	901	1,201	2,561
65-17 TRAFFIC LIGHT MAINTENANCE	499	318	318	75	100	318
65-20 SIDEWALK MAINTENANCE	8,443	18,550	18,550	2,611	3,481	9,050
65-30 DRAINAGE MAINTENANCE	0	0	0	0	0	0
68-00 EQUIPMENT MAINTENANCE	11,999	19,081	19,081	11,450	15,267	19,081
68-71 CONSTRUCTION EQUIP MAINT	0	3,181	3,181	0	0	3,181
Subtotal of MAINTENANCE	\$81,620	\$140,963	\$139,350	\$71,693	\$109,690	\$119,350
73-11 VEHICLE INSURANCE	\$4,953	\$4,987	\$4,987	\$3,186	\$4,248	\$4,987
74-00 OPERATING SERVICES	307	1,908	1,908	97	129	1,908
74-97 RECRUITMENT ADVERTISING	390	318	318	0	0	318
75-10 TRAINING	0	400	297	0	0	297
75-20 TRAVEL REIMBURSEMENTS	9	111	111	18	24	111
75-30 MEMBERSHIPS	123	129	232	126	126	232
76-11 ELECTRICITY	394,420	420,204	420,204	340,651	421,994	420,204
76-25 SAFETY SERVICES	362	0	356	267	356	356
78-00 CONTRACT SERVICES	2,256	1,216	1,216	885	1,180	1,216
78-30 RENTAL	57	767	767	0	0	767
78-31 VEHICLE LEASE-INTERNAL	10,073	10,073	10,073	7,555	10,073	8,900
79-71 EMERGENCY - SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$412,950	\$440,113	\$440,469	\$352,785	\$438,131	\$439,296
85-10 STREET & SIDEWALK IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	10,000	0	0	0	0	0
Subtotal of CAPITAL	\$10,000	\$0	\$0	\$0	\$0	\$0
Total for STREET/SIDEWALK OPERATION	\$1,016,771	\$1,154,181	\$1,155,579	\$813,968	\$1,120,482	\$1,153,898

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$201,504	\$189,654	\$189,654	\$131,232	\$189,654	\$193,000
41-30 OVERTIME PAY	10,479	6,138	6,138	5,516	9,855	6,138
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,065	5,410	5,410	5,365	5,365	5,710
41-45 INCENTIVE-CERTIFICATE PAY	1,200	1,200	1,200	900	1,200	1,200
41-49 CELL PHONE ALLOWANCE	547	540	540	367	540	540
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	16,066	15,248	15,248	10,500	15,248	15,810
47-20 TMRS RETIREMENT FUND	30,092	30,087	30,087	21,113	30,087	32,243
48-10 HEALTH/DENTAL INSURANCE	32,708	27,548	27,548	22,230	29,640	32,247
48-20 LIFE INSURANCE	573	409	409	394	525	437
48-30 DISABILITY INSURANCE	1,167	841	841	818	1,091	551
48-40 WORKERS COMP INSURANCE	6,539	5,010	5,010	3,555	5,010	3,761
48-50 EAP SERVICES	326	285	285	231	308	270
48-90 FLEX PLAN ADMINISTRATION	110	243	243	76	101	97
Subtotal of PERSONNEL	\$306,376	\$282,613	\$282,613	\$202,297	\$288,624	\$292,004
52-00 PERSONNEL SUPPLIES	\$3,031	\$3,811	\$3,811	\$2,465	\$3,287	\$3,811
53-01 FUEL	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	193	794	794	27	36	794
54-95 CHEMICALS	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	1	2,120	2,120	1,875	2,500	2,120
Subtotal of SUPPLIES	\$3,225	\$6,725	\$6,725	\$4,367	\$5,823	\$6,725
65-30 DRAINAGE MAINTENANCE	\$1,458	\$46,639	\$48,253	\$38,575	\$51,433	\$46,639
Subtotal of MAINTENANCE	\$1,458	\$46,639	\$48,253	\$38,575	\$51,433	\$46,639
71-35 DRAINAGE MASTER PLAN	\$6,879	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	163	1,671	1,671	91	121	1,671
74-98 JUDGMENTS & DAMAGE CLAIMS	0	0	352	352	469	352
75-10 TRAINING	0	0	0	0	0	0
75-30 MEMBERSHIPS	123	0	126	126	126	126
78-00 CONTRACT SERVICES	0	0	0	0	0	0
78-30 RENTAL	0	794	794	0	0	794
78-31 VEHICLE LEASE-INTERNAL	3,912	3,912	3,912	2,934	3,912	3,035
Subtotal of SERVICES	\$11,077	\$6,377	\$6,855	\$3,503	\$4,629	\$5,978
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$35,000	\$32,920	\$28,920	\$38,560	\$0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$35,000	\$32,920	\$28,920	\$38,560	\$0
Total for DRAINAGE OPERATIONS	\$322,136	\$377,354	\$377,366	\$277,662	\$389,069	\$351,346

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
78-43 HHW AGREEMENT W PEARLAND	\$9,375	\$11,300	\$11,300	\$5,625	\$11,300	\$11,300
98-30 PROVISION FOR UNCOLL A/R	0	0	0	0	0	0
Subtotal of OTHER	\$9,375	\$11,300	\$11,300	\$5,625	\$11,300	\$11,300
Total for SANITATION OPERATIONS	\$9,375	\$11,300	\$11,300	\$5,625	\$11,300	\$11,300

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$34,579	\$35,514	\$35,514	\$24,690	\$35,514	\$36,393
41-30 OVERTIME PAY	569	1,000	1,000	249	332	1,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	345	415	415	405	405	475
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	1,500	1,200	1,200	1,125	1,500	1,200
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	651	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,829	2,865	2,865	1,996	2,865	2,998
47-20 TMRS RETIREMENT FUND	5,090	5,653	5,653	3,905	5,653	6,098
48-10 HEALTH/DENTAL INSURANCE	0	0	0	3,523	4,697	5,044
48-20 LIFE INSURANCE	96	77	77	74	99	82
48-30 DISABILITY INSURANCE	199	157	157	154	205	104
48-40 WORKERS COMP INSURANCE	55	48	48	35	47	39
48-50 EAP SERVICES	57	57	57	46	61	54
48-90 FLEX PLAN ADMINISTRATION	19	0	0	15	20	19
Subtotal of PERSONNEL	\$45,989	\$46,986	\$46,986	\$36,217	\$51,398	\$53,506
51-00 OFFICE SUPPLIES	\$537	\$558	\$558	\$157	\$309	\$558
52-00 PERSONNEL SUPPLIES	0	24	24	0	0	24
54-00 OPERATING SUPPLIES	60	143	143	0	0	143
54-77 WATER CONSERVE LITERATURE	1,413	1,589	1,589	1,529	1,529	1,589
Subtotal of SUPPLIES	\$2,010	\$2,314	\$2,314	\$1,686	\$1,838	\$2,314
73-11 VEHICLE INSURANCE	\$798	\$0	\$500	\$532	\$732	\$500
74-00 OPERATING SERVICES	0	0	0	0	0	0
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
74-22 CONSUMER CONFIDENCE RPT	5,916	6,095	6,595	6,224	6,224	6,595
75-10 TRAINING	0	0	0	55	73	0
75-20 TRAVEL REIMBURSEMENTS	0	0	20	20	27	0
75-30 MEMBERSHIPS	0	0	0	0	0	0
78-30 RENTAL	0	0	0	0	0	0
79-12 WATER CONSERVATION PROGRAM	0	0	0	0	0	0
Subtotal of SERVICES	\$6,714	\$6,095	\$7,115	\$6,831	\$7,056	\$7,095
Total for PUBLIC WORKS ADMIN	\$54,713	\$55,395	\$56,415	\$44,734	\$60,293	\$62,915

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$335,850	\$315,581	\$315,581	\$227,937	\$315,581	\$319,525
41-30 OVERTIME PAY	56,640	45,858	45,858	29,972	45,858	45,858
41-31 HOLIDAY HOURS WORKED	0	0	0	192	1,639	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	6,611	6,304	6,304	5,317	5,317	5,867
41-45 INCENTIVE-CERTIFICATE PAY	2,975	3,090	3,090	1,418	1,891	1,890
41-46 SALARY ADJUSTMENT	0	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	728	540	540	477	652	540
41-90 ACCRUED PAYROLL	7,658	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	29,286	27,964	27,964	18,931	27,964	28,519
47-20 TMRS RETIREMENT FUND	56,048	55,180	55,180	39,069	55,180	60,617
48-10 HEALTH/DENTAL INSURANCE	60,942	51,011	51,011	43,170	57,560	64,143
48-20 LIFE INSURANCE	944	681	681	684	912	722
48-30 DISABILITY INSURANCE	1,946	1,400	1,400	1,413	1,884	1,349
48-40 WORKERS COMP INSURANCE	6,203	5,345	5,345	3,634	4,845	3,982
48-50 EAP SERVICES	537	473	473	408	544	448
48-90 FLEX PLAN ADMINISTRATION	316	323	323	231	308	226
Subtotal of PERSONNEL	\$566,684	\$513,750	\$513,750	\$372,853	\$520,135	\$533,686
51-00 OFFICE SUPPLIES	\$249	\$264	\$264	\$212	\$283	\$264
52-00 PERSONNEL SUPPLIES	5,059	6,829	6,829	3,779	5,270	6,828
53-00 VEHICLE SUPPLIES	0	750	750	0	0	750
53-01 FUEL	23,542	48,991	48,991	15,159	30,212	48,991
54-00 OPERATING SUPPLIES	11,603	10,568	10,568	4,054	5,405	10,568
54-75 WATER METERS & BOXES	25,006	50,545	50,545	24,465	37,620	50,545
54-76 WATER METER REPLACEMENT	0	30,000	30,000	9,100	12,133	30,000
54-78 FIRE HYDRANT PROGRAM	0	0	0	0	0	0
54-95 PESTICIDES/CHEMICALS	6,383	15,476	15,476	490	5,653	15,476
56-00 FACILITY SUPPLIES	0	1,112	1,112	18	24	1,112
58-00 OPERATING EQUIPMENT <\$5,000	3,347	5,300	5,300	3,689	4,919	5,300
Subtotal of SUPPLIES	\$75,189	\$169,835	\$169,835	\$60,966	\$101,519	\$169,834
63-00 VEHICLE MAINTENANCE	\$6,577	\$9,406	\$9,406	\$3,436	\$6,581	\$9,406
65-41 DISTRIBUTION LINE MAINT	92,726	96,989	105,189	35,370	105,189	105,189
65-42 WATER WELL MAINTENANCE	0	0	78	0	78	78
65-43 WATER PLANT MAINTENANCE	52,986	38,902	38,824	18,654	38,824	38,824
65-46 FIRE HYDRANT MAINTENANCE	18,864	36,570	38,820	2,059	15,375	38,820
65-47 WATER METER MAINTENANCE	963	6,784	6,784	135	1,404	6,784
65-51 COLLECTION LINE MAINTENANCE	0	0	0	0	0	0
65-52 LIFT STATION MAINTENANCE	0	0	0	0	0	0
68-00 EQUIPMENT MAINTENANCE	4,051	3,126	3,126	1,991	3,781	3,126
68-71 CONSTRUCTION EQUIP MAINT	0	5,937	5,937	0	0	5,937
Subtotal of MAINTENANCE	\$176,167	\$197,714	\$208,164	\$61,645	\$171,232	\$208,164
71-40 CONSULTING SERVICES	\$14,088	\$60,000	\$60,000	\$23,431	\$39,000	\$60,000
73-11 VEHICLE INSURANCE	29,016	0	1,065	1,140	1,520	1,065
74-00 OPERATING SERVICES	15,218	31,291	30,791	10,669	30,791	30,791
74-71 PURCHASED WATER	801,099	949,756	924,908	349,315	912,795	924,908
74-92 SPECIAL EVENTS	0	0	0	0	0	0
74-94 PERMITS & INSPECTION FEES	10,369	10,600	31,678	30,978	31,678	31,678
74-97 RECRUITMENT ADVERTISING	1,000	0	200	0	0	200
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	519	519	692	519
75-10 TRAINING	2,577	4,398	4,398	2,115	2,820	4,398
75-20 TRAVEL REIMBURSEMENTS	98	925	925	420	560	925
75-30 MEMBERSHIPS	1,228	418	1,488	1,018	1,018	1,488
76-11 ELECTRICITY	171,199	67,328	67,328	117,399	166,532	67,328
76-12 TELEPHONE/COMMUNICATIONS	889	0	1,481	567	756	1,481
76-13 NATURAL GAS	2,824	0	2,066	826	1,101	2,066
76-25 SAFETY SERVICES	119	0	117	88	140	117
78-00 CONTRACT SERVICES	0	0	0	0	0	0
78-30 RENTAL	72	1,204	1,204	76	231	1,204
78-31 VEHICLE LEASE-INTERNAL	7,955	7,955	7,955	5,966	7,955	16,708
78-40 POLLUTION CONTROL & ABATE	17,750	19,132	19,132	8,875	19,132	19,132
Subtotal of SERVICES	\$1,075,501	\$1,153,007	\$1,155,255	\$553,402	\$1,216,721	\$1,164,008
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
84-00 OPERATING EQUIPMENT	0	35,000	35,000	0	0	0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$35,000	\$35,000	\$0	\$0	\$0
93-42 95 CITY OF HOUSTON BONDS	\$78,267	\$78,193	\$78,193	\$45,619	\$78,193	\$78,193
Subtotal of OTHER	\$78,267	\$78,193	\$78,193	\$45,619	\$78,193	\$78,193
Total for WATER OPERATIONS	\$1,971,808	\$2,147,499	\$2,160,197	\$1,094,485	\$2,087,801	\$2,153,885

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$316,664	\$343,672	\$343,672	\$236,192	\$343,672	\$355,437
41-30 OVERTIME PAY	53,156	30,843	30,843	32,514	51,352	30,843
41-31 HOLIDAY HOURS WORKED	879	0	0	1,991	2,792	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	3,760	4,680	4,680	4,695	4,695	5,210
41-45 INCENTIVE-CERTIFICATE PAY	2,700	3,300	3,300	2,475	3,300	3,300
41-49 CELL PHONE ALLOWANCE	547	1,380	1,380	367	502	1,380
41-90 ACCRUED PAYROLL	8,047	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	27,139	29,071	29,071	20,183	29,071	30,029
47-20 TMRS RETIREMENT FUND	52,052	57,362	57,362	41,006	57,362	63,997
48-10 HEALTH/DENTAL INSURANCE	59,065	58,014	58,014	46,079	61,439	62,873
48-20 LIFE INSURANCE	875	748	748	713	951	802
48-30 DISABILITY INSURANCE	1,808	1,536	1,536	1,474	1,965	1,535
48-40 WORKERS COMP INSURANCE	5,585	5,627	5,627	3,629	5,627	4,267
48-50 EAP SERVICES	527	570	570	453	604	540
48-90 FLEX PLAN ADMINISTRATION	177	116	116	149	203	193
Subtotal of PERSONNEL	\$532,981	\$536,919	\$536,919	\$391,920	\$563,535	\$560,406
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	6,459	5,947	7,330	5,188	7,305	7,330
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
53-01 FUEL	24,385	39,284	39,284	18,465	30,872	39,284
54-00 OPERATING SUPPLIES	2,844	2,586	3,086	2,516	3,355	3,086
56-00 FACILITY SUPPLIES	0	868	368	19	25	368
58-00 OPERATING EQUIPMENT <\$5,000	1,877	2,120	2,120	1,494	2,120	2,120
Subtotal of SUPPLIES	\$35,565	\$50,805	\$52,188	\$27,682	\$43,677	\$52,188
62-40 FENCE MAINTENANCE	\$0	\$1,061	\$1,061	\$0	\$0	\$1,061
63-00 VEHICLE MAINTENANCE	4,483	4,770	4,770	782	2,043	4,770
65-51 COLLECTION LINE MAINTENANCE	7,138	26,182	26,182	2,822	8,097	26,182
65-52 LIFT STATION MAINTENANCE	65,880	52,689	52,689	31,526	60,689	52,689
68-00 EQUIPMENT MAINTENANCE	5,859	7,897	7,897	866	5,174	7,897
68-71 CONSTRUCTION EQUIP MAINT	0	1,167	1,167	0	0	1,167
Subtotal of MAINTENANCE	\$83,360	\$93,766	\$93,766	\$35,996	\$76,003	\$93,766
73-11 VEHICLE INSURANCE	\$2,632	\$3,037	\$3,037	\$1,741	\$2,684	\$3,037
74-00 OPERATING SERVICES	543	488	488	271	361	488
74-73 BLACKHAWK WW OPERATIONS	1,291,806	1,467,425	1,467,425	1,056,699	1,467,425	1,467,425
74-97 RECRUITMENT ADVERTISING	512	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	500	500	500	0
75-10 TRAINING	937	3,393	3,393	1,307	1,743	3,393
75-20 TRAVEL REIMBURSEMENTS	87	790	790	847	1,129	790
75-30 MEMBERSHIPS	148	102	746	324	432	746
76-11 ELECTRICITY	99,118	202,284	202,284	92,544	135,600	202,284
76-12 TELEPHONE/ COMMUNICATIONS	300	0	388	162	216	388
76-25 SAFETY SERVICES	119	0	117	88	117	118
78-00 CONTRACT SERVICES	0	0	0	0	0	0
78-30 RENTAL	0	2,120	2,120	0	0	2,120
78-31 VEHICLE LEASE-INTERNAL	15,751	15,751	15,751	11,813	15,751	9,463
Subtotal of SERVICES	\$1,411,953	\$1,695,390	\$1,697,039	\$1,166,296	\$1,625,958	\$1,690,252
84-00 CAPITAL OPERATING EQUIP	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
90-61 BLACKHAWK WWTP OPER RESRV	\$3,923	\$13,802	\$13,802	\$0	\$5,000	\$13,802
Subtotal of OTHER	\$3,923	\$13,802	\$13,802	\$0	\$5,000	\$13,802
Total for SEWER OPERATIONS	\$2,067,782	\$2,390,682	\$2,393,714	\$1,621,894	\$2,314,173	\$2,410,414

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$59,198	\$60,098	\$60,098	\$41,863	\$59,817	\$61,539
41-30 OVERTIME PAY	5,583	2,000	2,000	1,568	5,091	2,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,425	1,335	1,335	1,325	1,325	1,455
41-45 INCENTIVE-CERTIFICATE PAY	300	300	300	225	300	300
41-49 CELL PHONE ALLOWANCE	816	840	840	571	761	840
41-90 ACCRUED PAYROLL	2,282	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,704	4,863	4,863	3,183	4,244	5,064
47-20 TMRS RETIREMENT FUND	9,255	9,595	9,595	6,715	8,953	10,322
48-10 HEALTH/DENTAL INSURANCE	13,597	17,002	17,002	8,730	11,640	12,506
48-20 LIFE INSURANCE	170	130	130	126	168	139
48-30 DISABILITY INSURANCE	347	267	267	258	344	175
48-40 WORKERS COMP INSURANCE	1,040	1,403	1,403	629	839	1,057
48-50 EAP SERVICES	114	114	114	93	124	108
48-90 FLEX PLAN ADMINISTRATION	39	39	39	31	41	39
Subtotal of PERSONNEL	\$98,870	\$97,986	\$97,986	\$65,317	\$93,648	\$95,544
51-00 OFFICE SUPPLIES	\$29	\$286	\$286	\$0	\$0	\$286
52-00 PERSONNEL SUPPLIES	1,065	1,273	1,273	790	1,273	1,272
53-01 FUEL	34	0	0	0	0	0
54-00 OPERATING SUPPLIES	349	244	744	525	700	745
54-75 WATER METERS & BOXES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	128	382	382	15	100	382
Subtotal of SUPPLIES	\$1,605	\$2,185	\$2,685	\$1,330	\$2,073	\$2,685
63-00 VEHICLE MAINTENANCE	\$2,713	\$1,520	\$1,520	\$198	\$464	\$1,520
Subtotal of MAINTENANCE	\$2,713	\$1,520	\$1,520	\$198	\$464	\$1,520
73-11 VEHICLE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	200	1,315	1,315	182	243	1,315
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	781	264	264	0	0	264
75-20 TRAVEL REIMBURSEMENTS	0	84	84	0	0	84
78-00 CONTRACT SERVICES	56,127	60,379	60,379	37,671	57,728	60,379
78-30 RENTAL	0	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	3,937	3,937	3,937	2,953	3,937	1,707
Subtotal of SERVICES	\$61,045	\$65,979	\$65,979	\$40,806	\$61,908	\$63,749
Total for UTILITY CUSTOMER SERVICE	\$164,233	\$167,670	\$168,170	\$107,651	\$158,093	\$163,498

Library Services

Mission Statement

The mission of the Friendswood Public Library is to provide all persons in the community confidential access to materials that can improve their minds, and also to provide an environment in which individuals may freely pursue intellectual, educational, and recreational interests through diverse services and resources in a variety of formats.

Current Operations

The Friendswood Public Library serves as an informational, educational, and recreational resource to all citizens of Friendswood. Currently the library collection consists of over 90,000 items and 140 magazine and newspaper subscriptions. The collection also includes popular and educational videos, compact discs, audiobooks and electronic resources.

Adult services staff serve the community through reference services online, by email, in-person and by phone. The Library also provides internet computers, access to word processing and spreadsheet software, and a fee based printing service. Classes are offered in basic computer skills, basic word processing and use of electronic resources. Electronic resources include full text articles from over 1,200 periodicals and reference works, an auto repair database, online foreign language courses, and an online guide to fiction and nonfiction literature. Adult educational and cultural programs are provided throughout the year. Beginning in 2010 the library began offering a service allowing citizens to download best selling audiobooks, eBooks, and videos 24/7 to their PC and PDA at home, in the office or from anywhere in the world.

Children's services include toddler and preschool Storytimes offered three times per week and outreach Storytimes provided at area preschool and child care facilities. Special programs for children and young adults are offered throughout the year with a special emphasis on summer reading for children of all ages. After school programs are offered biweekly during the school year for upper elementary and junior high age children and a Saturday family story time is offered monthly.

The library's major purpose is to encourage a love of reading, to promote lifelong learning and to provide a community space for the exchange of ideas and access to information.

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.

Library Parking Lot improvements are budgeted for FY11 through Library Board Reserves.

Decision Packages (Unfunded)

Children's Library Associate (additional hours from 0.72 to 0.75 FTE)	Ongoing Cost	\$11,484
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Library Services

Goal 1 (Correlates with City Goals 1, 3, 4 & 6)

Provide quality materials and programs to all library users.

Objective A:

Provide quality materials and programs to children of all ages.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Check out of Juvenile Materials	105,308	116,762	120,000	125,000
Attendance at Library Juvenile and Young Adult Programs	18,858	17,671	18,000	18,000
Number of Juvenile and Young Adult Programs	581	509	515	550
Number Joined Reading Clubs	2,602	2,209	2,500	2,750

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 providing additional services for young adults.

Objective B:

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

Measure	FY 08 Actual	FY 09 Actual	FY 10 Projection	FY 11 Forecast
Residents Visiting the Library	161,941	175,714	180,000	185,000
Daily Average	543	596	600	625
Check out of Materials	323,330	350,892	360,000	370,000
Patrons using electronic resources/yearly	79,413	83,480	87,000	90,000
Number of Items Added to Collection	8,662	9,517	9,000	9,000
Number of Adult Programs/Attendance	105/793	207/3,805	200/3,000	200/3,000

Library Services

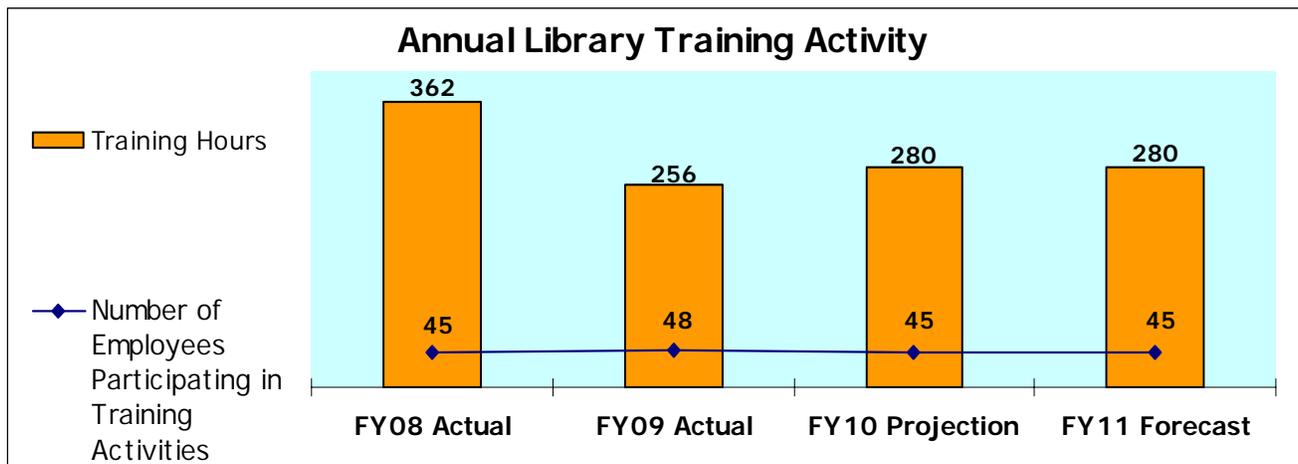
Trend: As the population of the community increases, use of the library continues to increase especially in circulation of library materials. Due to space constraints and the increase in cost of library materials, the library is unable to greatly increase its collection size. The library has begun to provide additional programming and cultural activities for adults. The library also offers an emergent literacy program for parents and caregivers.

Goal 2 (correlates with 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.



Trend: The Houston Area Library System, the Galveston County Library System, the Texas Library Association and the Texas State Library offer various library related training at minimal or no cost. 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" and technological advances in library service.

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. Some of the increase in training activity is due to library staff participating in required Emergency Management training. Since many training activities are now being offered as webinars and online training, beginning in FY 11 all library employees will be required to complete at least one training exercise per year.

Goal 3 (correlates with City Goals 1, 4 & 6)

Inform the public about 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Communication to Public Using Basic Public Relations and Marketing Tools	Yes	Yes	Yes	Yes

Trend: The library staff 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 and on-line. The library has also added a link on the library’s website to the newsletter.

The library has also implemented NextReads Reader’s Advisory service which sends out monthly newsletters on various genres and subjects. This year the library monthly newsletter was added as an available subscription and also the library “Hot List” of upcoming titles. In addition, the library has utilized the City’s Group Builder and Calendar 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 and fliers distributed to students and teachers. The library published an annual report for fiscal year 2008-09 which was distributed to the public. In FY 09 the library set up a Twitter account and is now “tweeting” library events, programs, services, etc.

**Library Services
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Library Administration	890,477	888,756	905,851	670,477	899,002	926,048	4.2%
Library Board	27,314	43,379	43,379	11,990	41,271	43,378	0.0%
Department Total	\$917,791	\$932,135	\$949,230	\$682,467	\$940,273	\$969,426	4.0%

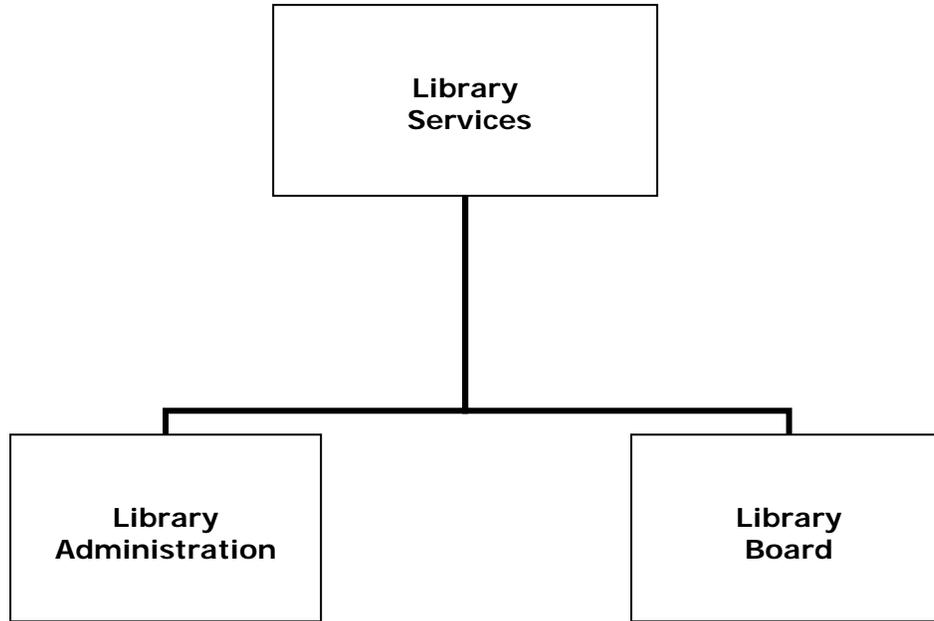
EXPENDITURE BY CLASSIFICATION

Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	741,774	747,443	747,443	552,984	740,259	784,734	5.0%
Supplies	159,558	156,760	174,261	116,605	175,992	156,761	0.0%
Maintenance	220	2,575	2,575	290	387	2,575	0.0%
Services	16,239	25,357	24,951	12,588	23,635	25,356	0.0%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$917,791	\$932,135	\$949,230	\$682,467	\$940,273	\$969,426	4.0%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Library Administration	14.5	14.7	14.7	14.7	14.7	14.7	0.0%
Library Board	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	14.5	14.7	14.7	14.7	14.7	14.7	0.0%

Library Services



**Library Services
Administration
001-6310-459**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$422,090	\$425,857	\$425,857	\$302,585	\$403,447	\$443,738
41-20 PART-TIME WAGES	56,590	42,949	42,949	41,889	55,852	103,892
41-30 OVERTIME PAY	2,727	855	855	2,273	3,031	855
41-31 HOLIDAY HOURS WORKED	113	0	0	144	192	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,675	10,040	10,040	5,320	10,040	7,325
41-45 INCENTIVE-CERTIFICATE PAY	6,875	7,500	7,500	6,525	8,700	9,900
41-49 CELL PHONE ALLOWANCE	193	0	0	408	544	600
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	71,124	93,694	93,696	55,048	73,397	30,651
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	42,002	43,993	43,993	30,694	40,925	45,660
47-20 TMRS RETIREMENT FUND	73,764	67,894	67,892	57,911	77,215	79,332
48-10 HEALTH/DENTAL INSURANCE	55,275	49,860	49,860	45,300	60,400	58,642
48-20 LIFE INSURANCE	1,428	924	924	1,105	1,473	1,002
48-30 DISABILITY INSURANCE	2,968	1,899	1,899	2,303	3,071	1,263
48-40 WORKERS COMP INSURANCE	831	548	548	538	717	447
48-50 EAP SERVICES	798	1,026	1,026	690	920	975
48-90 FLEX PLAN ADMINISTRATION	321	404	404	251	335	452
Subtotal of PERSONNEL	\$741,774	\$747,443	\$747,443	\$552,984	\$740,259	\$784,734
51-00 OFFICE SUPPLIES	\$2,053	\$2,950	\$2,950	\$1,224	\$1,632	\$2,950
54-00 OPERATING SUPPLIES	13,233	13,413	13,413	10,251	13,668	13,414
54-81 CIRCULATION MATERIALS	0	0	0	0	0	0
54-82 BOOKS	91,472	86,920	95,015	70,488	93,984	86,920
54-83 PERIODICALS	761	2,565	2,565	359	2,565	2,565
54-84 VIDEOS	4,974	4,001	5,836	4,797	6,396	4,336
54-85 AUDIO BOOKS	20,597	15,450	19,115	13,933	18,577	15,115
54-86 CD ROMS	0	0	0	0	0	0
54-87 CD	1,011	515	1,015	474	632	515
54-88 ELECTRONIC RESOURCES	5,672	5,686	5,686	4,843	6,457	5,686
58-00 OPERATING EQUIPMENT <\$5,000	341	618	3,618	4,438	5,917	618
Subtotal of SUPPLIES	\$140,114	\$132,118	\$149,213	\$110,807	\$149,829	\$132,119
64-00 OPERATING MAINTENANCE	\$220	\$412	\$412	\$290	\$387	\$412
68-00 EQUIPMENT MAINTENANCE	0	206	206	0	0	206
Subtotal of MAINTENANCE	\$220	\$618	\$618	\$290	\$387	\$618
74-00 OPERATING SERVICES	\$224	\$72	\$72	\$0	\$0	\$72
74-01 POSTAL/COURIER SERVICES	2,550	2,060	2,060	1,719	2,292	2,060
74-97 RECRUITMENT ADVERTISING	96	515	515	0	0	515
75-10 TRAINING	1,230	1,566	1,566	1,153	1,537	1,566
75-20 TRAVEL REIMBURSEMENTS	1,480	1,514	1,514	1,479	1,972	1,514
75-30 MEMBERSHIPS	1,040	1,045	1,045	1,140	1,520	1,045
75-40 PUBLICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
79-10 COMMUNITY EVENTS/PROGRAMS	1,749	1,805	1,805	905	1,207	1,805
Subtotal of SERVICES	\$8,369	\$8,577	\$8,577	\$6,396	\$8,528	\$8,577
87-20 PERSONAL COMPUTERS	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Total for LIBRARY	\$890,477	\$888,756	\$905,851	\$670,477	\$899,002	\$926,048

**Library Services
Library Board
001-6319-459**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$515	\$515	\$0	\$0	\$515
51-10 COPY MACHINE SUPPLIES	0	1,545	1,545	0	0	1,545
54-00 OPERATING SUPPLIES	0	206	612	78	104	206
54-81 CIRCULATION MATERIALS	0	0	0	0	0	0
54-82 BOOKS	5,262	6,102	6,102	0	6,023	6,102
54-84 VIDEOS	2,273	2,575	2,575	1,904	2,539	2,575
54-85 AUDIO BOOKS	2,089	3,090	3,090	971	3,895	3,090
54-87 CD	423	515	515	0	510	515
54-88 ELECTRONIC RESOURCES	0	4,120	4,120	2,387	6,983	4,120
58-00 OPERATING EQUIPMENT <\$5,000	9,397	5,974	5,974	458	6,111	5,974
Subtotal of SUPPLIES	\$19,444	\$24,642	\$25,048	\$5,798	\$26,164	\$24,642
64-00 OPERATING MAINTENANCE	\$0	\$206	\$206	\$0	\$0	\$206
68-00 EQUIPMENT MAINTENANCE	0	1,236	1,236	0	0	1,236
68-10 COPY MACHINE MAINTENANCE	0	515	515	0	0	515
Subtotal of MAINTENANCE	\$0	\$1,957	\$1,957	\$0	\$0	\$1,957
71-40 CONSULTING SERVICES	\$0	\$5,150	\$5,150	\$0	\$0	\$4,350
74-00 OPERATING SERVICES	0	515	515	0	0	1,315
75-10 TRAINING	0	1,087	511	0	1,000	1,086
75-20 TRAVEL REIMBURSEMENTS	1,003	1,607	2,183	1,906	3,541	1,607
77-10 SOFTWARE LICENSE FEES	0	0	0	0	0	0
77-20 SOFTWARE SUPPORT SERVICES	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	5,331	4,925	360	5,331	5,331
79-10 COMMUNITY EVENTS/PROGRAMS	6,867	3,090	3,090	3,926	5,235	3,090
Subtotal of SERVICES	\$7,870	\$16,780	\$16,374	\$6,192	\$15,107	\$16,779
85-83 ARCHITECTURAL SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Total for LIBRARY BOARD	\$27,314	\$43,379	\$43,379	\$11,990	\$41,271	\$43,378

Community Services

Current Operations

The Community Services Department is comprised of Park Operations, 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 250 acres of parkland throughout the City. Parks Operations maintains Centennial Park, Friendswood SportsPark, Leavesley Park, Old City Park, and Renwick Park, Stevenson Park, Multi-purpose Complex, 1776 Park and Tropical Storm Allison buy-out properties.

The maintenance schedule provides for mowing of Renwick Park, Old City Park, Moore Road and 1776 Park on a biweekly basis. Stevenson Park is mowed on a weekly basis. All parks are cleaned by staff on Friday, Saturday, Sunday and Monday while Renwick Park is cleaned 6 days per week and Centennial Park 6 days per week by contracted Janitorial services. Parks staff maintains all irrigation systems in parks, around city buildings and the medians on Friendswood Drive. Maintenance items such as plumbing repairs, electrical repairs, landscape maintenance, field layout and striping, tree trimming and removal, fence and gate repairs, field lighting maintenance and repairs and softball infield maintenance are some of the major tasks also preformed by the Parks staff.

The set up and daily labor for special events such as The 4th of July Celebration, Memorial Day Celebration, Spring Sparkle, Fall Haul, Youth Sports Day, Kid Fish, Concerts in the Park, Movie in the Park and many other special events are also part of the Parks Operations schedule.

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, Public Works Building, Fire Stations 1, 2, 3, and 4. Maintenance and upkeep of all City facilities are done on a scheduled basis. Special projects and other maintenance requests are performed on a work order priority system. Janitorial services are accomplished through contract services.

Building Operations shares the same staff as Parks Operations. All work requests for anything from moving boxes, to setting up chairs and tables, to major HVAC repairs are handled by this same staff. As the City grows and more facilities are built, the amount of work requests steadily increases. The staff is being cross trained to handle a wide variety of tasks.

Community 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, youth events 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 Broncos, Friendswood Girls Softball Association, Friendswood Little League, Friendswood Youth Lacrosse and the Space City Soccer Club.

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 one existing soccer field, a new all weather surfacing four lane track for walking/jogging and four tennis courts. 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.

Recreation Programs

- Continue Concert-In-The Park Series with 8 concerts from May through June
- Continue Movies –In-The Park Series with 6 movies from July through August
- Plan and Program the 116th Annual Fourth of July Celebration
- Plan and Program the Eighth Annual Kidfish competition
- Plan and Program the 3rd Annual Santa in the Park
- Plan and Program the many youth competition events, such as MLB Pitch, Hit & Run, MLS Dribble, Pass & Score, NFL Punt, Pass & Kick, and Jr. Olympic Skills Competitions.
- Plan and Program the Holiday Hustle Fun Run and Walk and donate the proceeds to the Laura Recovery Center.
- Plan and program a variety of recreational programs for adults and senior citizens.

Community Services

Decision Packages (Funded)

Facility and Equipment Maintenance Contingency	Ongoing Cost	\$20,000
Activity Building Floor (Undesignated Fund Balance supported)	One-time Cost	\$35,200
City Hall Windows Repair (Undesignated Fund Balance supported)	One-time Cost	\$37,000
Parks Administration Mower (Undesignated Fund Balance supported)	One-time Cost	\$6,000
Summer Day Camp Operational cost increase (fee base supported)	Ongoing Cost	\$7,800
Senior Program Bus (Tax Debt Service Fund)	One-time Cost	\$84,140
Stevenson Park Playground (Park Land Dedication Fund Supported)	One-time Cost	\$50,000
Library Parking Lot (Library Board Reserves Funded)	One-time Cost	\$25,000

Decision Packages (Unfunded)

Portable PA System	One-time Cost	\$3,800
Library A/C Units (Grant Funded)	One-time Cost	\$30,000

Departmental Goals and Measures

Goal 1 (correlates with 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Special Projects	8	9	10	10

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.

Community Services

Goal 2 (correlates with 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. From FY 09 to FY 10, the number of parks maintenance work orders completed in a 2-day turn-around will increase by 15%.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Parks Maintenance Work Orders	120	130	140	160

Trend: Parks Maintenance Work Orders have increased slightly since FY07-08 and will continue to increase in FY10-11

Goal 3 (correlates with City Goals 1, 3, 4, 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Building Maintenance Work Orders	375	380	400	425

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 for the first few years of operation.

Goal 4 (Correlates with City Goal 3)

To fund and implement a comprehensive turf management plan for all athletic fields and park turf areas.

Objective A:

Fertilize all athletic fields 4 times per year, slice cut and top dress once per year, aerify monthly and apply herbicides and insecticides one per year. Other park turf and building lawn areas to be fertilized 2 times each year, aerified annually and apply herbicide and insecticide once per year. All irrigated turf will be watered and mowed on a weekly schedule.

Community Services

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Number of times fields are fertilized per year	2	2	2	2
Number of times fields are aerified and top dressed	2	2	2	2
Number of times building lawns are fertilized	2	1	1	1
Number of times herbicides and insecticides are applied	2	2	2	2

Goal 5 (correlates with 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	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Number of program activities offered through the Recreation Division per year	73	80	85	92

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

Objective B:

Continue to upgrade current technology (Rec Trac) and offer program registration payments through the internet (Web Trac) to provide better customer service to recreation program participants.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Percentage of programs within the Recreation Division using Web Trac for registration purposes	5%	10%	20%	30%

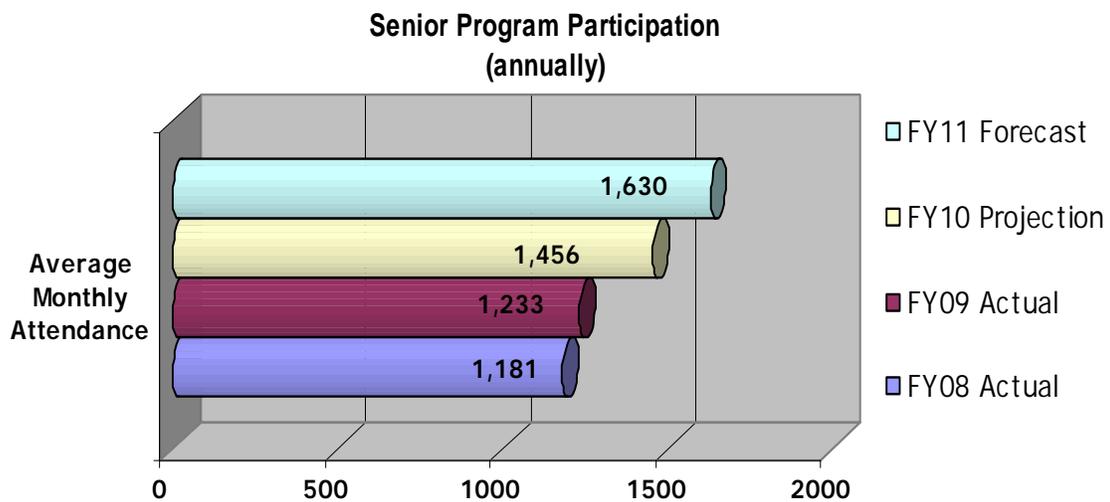
Trend: Utilizing Rec Trac software for the activity/program registration process has enabled the department to save time and money. The process has enabled the division to offer departmental receipts thus shorting the wait time for participants when they sign-up. With the addition of online registration, we will have our registration process more convenient for the citizens and staff.

Goal 6 (correlates with 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. Average monthly attendance to the Senior Activity Center programs will increase by 12% from FY10 to FY11.



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 events offered to the senior citizen population.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Programs, Activities and Events offered by the Friendswood Senior Citizen Program—Yearly Avg	69	81	90	100

Community Services

Objective C:

To increase the amount of quality trips offered to the senior citizen population.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Trips offered by the Friendswood Senior Citizen Program – Yearly Average	55	55	58	63

Trend: The increase of quality activities, programs, events 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 7 (correlates with 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 clean, safe and fun interactive equipment for all users.

Measure	FY08 Actual	FY09 Actual	FY10 Projection	FY11 Forecast
Sesquicentennial Swimming Pool (Number of visits)	9,595	9,874	10,000	10,000

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 an interactive water playground. 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. The addition of the Friendswood High School Natatorium will decrease our forecast for FY 2011 with the pool being closed from October through April.

**Community Services
Department Summary**

EXPENDITURE BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration	206,637	252,586	255,586	183,727	265,724	263,513	4.3%
Recreation Programs	558,991	581,390	605,514	349,645	648,151	554,927	-4.6%
Parks Operations	1,088,861	1,033,992	1,029,776	685,512	972,808	1,032,721	-0.1%
Facility Operations	705,244	742,887	806,852	546,228	832,478	767,715	3.3%
Department Total	\$2,559,733	\$2,610,855	\$2,697,728	\$1,765,112	\$2,719,161	\$2,618,876	0.3%

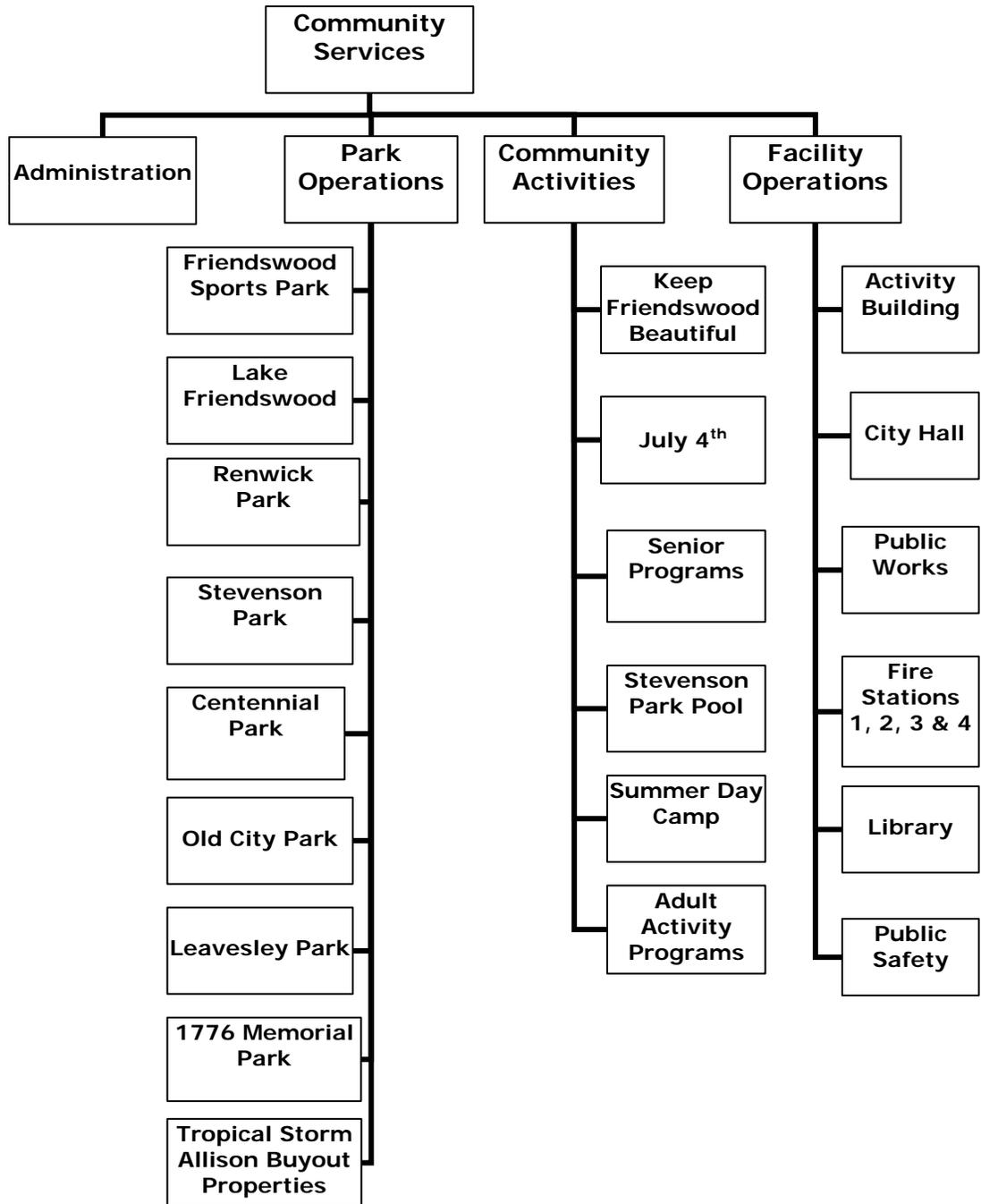
EXPENDITURE BY CLASSIFICATION

Classification	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Salaries and Benefits	841,738	949,037	949,037	590,137	976,877	961,805	1.3%
Supplies	137,210	142,697	152,040	105,655	154,851	157,841	10.6%
Maintenance	318,780	221,333	248,246	126,143	226,526	297,942	34.6%
Services	1,222,755	1,199,788	1,218,931	859,134	1,225,955	1,195,288	-0.4%
Capital Outlay	39,250	98,000	129,474	84,043	134,952	6,000	-93.9%
Department Total	\$2,559,733	\$2,610,855	\$2,697,728	\$1,765,112	\$2,719,161	\$2,618,876	0.3%

PERSONNEL SUMMARY BY DIVISION

Division	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget	% Change in Budget from FY10 to FY11
Administration	2.0	3.0	3.0	3.0	3.0	3.0	0.0%
Recreation Programs	7.7	7.9	7.9	7.9	7.9	7.9	0.0%
Parks Operations	8.0	8.0	8.0	8.0	8.0	8.0	0.0%
Facility Operations	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	17.7	18.9	18.9	18.9	18.9	18.9	0.0%

Community Services



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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$131,170	\$162,599	\$162,599	\$111,794	\$162,599	\$168,505
41-30 OVERTIME PAY	2,506	1,238	1,238	2,531	3,375	1,238
41-31 HOLIDAY HOURS WORKED	143	0	0	0	0	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	540	675	675	660	660	855
41-44 VEHICLE ALLOWANCE	5,434	5,400	5,400	3,859	5,145	5,400
41-45 INCENTIVE-CERTIFICATE PAY	0	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	1,154	1,140	1,140	774	1,032	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	10,456	12,866	12,866	8,680	12,866	13,556
47-20 TMRS RETIREMENT FUND	19,395	25,046	25,046	17,523	25,046	27,647
48-10 HEALTH/DENTAL INSURANCE	6,847	17,022	17,022	9,106	17,022	15,884
48-20 LIFE INSURANCE	358	357	357	333	444	383
48-30 DISABILITY INSURANCE	746	730	730	692	923	482
48-40 WORKERS COMP INSURANCE	210	1,298	1,298	156	1,298	1,327
48-50 EAP SERVICES	113	174	174	129	172	162
48-90 FLEX PLAN ADMINISTRATION	107	231	231	82	231	123
Subtotal of PERSONNEL	\$179,179	\$228,776	\$228,776	\$156,319	\$230,813	\$236,702
51-00 OFFICE SUPPLIES	\$1,589	\$3,232	\$2,732	\$2,369	\$3,159	\$2,733
54-00 OPERATING SUPPLIES	966	557	1,057	818	1,091	1,057
58-00 OPERATING EQUIPMENT >\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$2,555	\$3,789	\$3,789	\$3,187	\$4,250	\$3,790
74-00 OPERATING SERVICES	\$487	\$1,063	\$1,063	\$2,374	\$3,165	\$1,063
74-01 POSTAL/COURIER SERVICES	4,990	0	0	325	433	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	525	642	642	569	759	642
75-20 TRAVEL REIMBURSEMENTS	909	1,399	1,399	1,455	1,940	1,399
75-30 MEMBERSHIPS	220	363	363	448	597	363
78-00 CONTRACT SERVICES	17,772	16,554	19,554	19,050	23,767	19,554
Subtotal of SERVICES	\$24,903	\$20,021	\$23,021	\$24,221	\$30,662	\$23,021
Totals for COMM. SERVICES ADMIN	\$206,637	\$252,586	\$255,586	\$183,727	\$265,724	\$263,513

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$50,184	\$49,386	\$49,386	\$35,690	\$49,386	\$52,618
41-30 OVERTIME PAY	87	0	0	0	0	0
41-31 HOLIDAY HOURS WORKED	32	0	0	36	48	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	90	155	155	150	150	215
41-44 VEHICLE ALLOWANCE	5,389	5,400	5,400	3,859	5,400	5,400
41-45 INCENTIVE-CERTIFICATE PAY	525	600	600	450	600	600
41-49 CELL PHONE ALLOWANCE	1,154	1,140	1,140	774	1,140	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	3,108	4,376	4,376	3,256	4,376	4,307
42-22 SEASONAL WAGES	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,555	4,677	4,677	3,197	4,677	5,002
47-20 TMRS RETIREMENT FUND	7,892	8,568	8,568	6,042	8,568	9,609
48-10 HEALTH/DENTAL INSURANCE	5,103	4,473	4,473	5,956	7,941	8,537
48-20 LIFE INSURANCE	136	107	107	106	141	120
48-30 DISABILITY INSURANCE	283	219	219	221	295	151
48-40 WORKERS COMP INSURANCE	132	606	606	95	127	55
48-50 EAP SERVICES	57	285	285	46	61	270
48-90 FLEX PLAN ADMINISTRATION	19	19	19	15	20	97
Subtotal of PERSONNEL	\$78,746	\$80,011	\$80,011	\$59,893	\$82,930	\$88,121
51-00 OFFICE SUPPLIES	\$270	\$185	\$185	\$167	\$223	\$185
54-00 OPERATING SUPPLIES	3,902	4,234	4,234	3,219	4,292	4,234
58-00 OPERATING EQUIPMENT <\$5,000	399	0	0	0	0	0
Subtotal of SUPPLIES	\$4,571	\$4,419	\$4,419	\$3,386	\$4,515	\$4,419
74-00 OPERATING SERVICES	\$7,618	\$7,950	\$7,950	\$5,727	\$7,636	\$7,950
74-01 POSTAL/COURIER SERVICES	375	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	210	637	415	455	607	637
75-20 TRAVEL REIMBURSEMENTS	994	1,002	1,002	531	708	1,002
75-30 MEMBERSHIPS	280	531	273	250	333	531
75-40 PUBLICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
79-10 COMMUNITY EVENTS/PROGRAMS	32,648	15,792	22,792	22,734	30,312	15,792
Subtotal of SERVICES	\$42,125	\$25,912	\$32,432	\$29,697	\$39,596	\$25,912
84-00 CAPITAL OPERATING EQUIPMENT	\$8,000	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$8,000	\$0	\$0	\$0	\$0	\$0
Total for RECREATION PROGRAM ADMIN	\$133,442	\$110,342	\$116,862	\$92,976	\$127,041	\$118,452

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-30 OVERTIME PAY	\$10,619	\$12,375	\$12,375	\$0	\$12,375	\$12,375
47-10 SOCIAL SECURITY/MEDICARE	776	947	947	0	947	953
47-20 TMRS RETIREMENT	1,465	1,868	1,868	0	1,868	1,931
48-20 LIFE INSURANCE	0	0	0	0	0	0
48-30 DISABILITY INSURANCE	0	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	0	155	155	0	0	123
Subtotal of PERSONNEL	\$12,860	\$15,345	\$15,345	\$0	\$15,190	\$15,382
51-00 OFFICE SUPPLIES	\$630	\$329	\$329	\$23	\$31	\$329
52-00 PERSONNEL SUPPLIES	0	133	133	49	65	133
53-00 VEHICLE SUPPLIES	246	79	79	0	0	79
54-00 OPERATING SUPPLIES	5,573	3,181	3,181	1,890	2,520	3,181
Subtotal of SUPPLIES	\$6,449	\$3,722	\$3,722	\$1,962	\$2,616	\$3,722
74-01 POSTAL/COURIER SERVICES	\$91	\$0	\$0	\$0	\$0	\$0
74-81 TRANSPORTATION SERVICES	5,102	6,890	6,890	0	4,908	6,890
76-16 REFUSE SERVICES	175	0	0	0	0	0
78-00 CONTRACT SERVICES	6,204	2,650	2,650	0	2,547	2,650
78-30 RENTAL	11,420	11,757	11,757	9,080	12,107	11,757
79-10 COMMUNITY EVENTS/PROGRAMS	30,800	22,260	22,260	31,950	31,950	22,260
Subtotal of SERVICES	\$53,792	\$43,557	\$43,557	\$41,030	\$51,512	\$43,557
Total for JULY 4TH PROGRAM	\$73,101	\$62,624	\$62,624	\$42,992	\$69,318	\$62,661

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
42-22 SEASONAL WAGES	\$50,514	\$53,693	\$53,693	\$8,671	\$53,693	\$50,336
47-10 SOCIAL SECURITY/MEDICARE	3,864	3,662	3,662	663	3,662	4,134
48-40 WORKERS COMP INSURANCE	714	1,124	1,124	108	1,124	705
Subtotal of PERSONNEL	\$55,092	\$58,479	\$58,479	\$9,442	\$58,479	\$55,175
52-00 PERSONNEL SUPPLIES	\$1,775	\$1,908	\$1,908	\$1,908	\$2,544	\$1,908
54-00 OPERATING SUPPLIES	4,140	3,710	3,710	2,280	4,040	7,510
58-00 OPERATING EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$5,915	\$5,618	\$5,618	\$4,188	\$6,584	\$9,418
74-00 OPERATING SERVICES	\$43	\$489	\$489	\$240	\$720	\$489
74-81 TRANSPORTATION SERVICES	5,419	6,180	6,180	0	6,050	6,180
74-97 RECRUITMENT ADVERTISING	0	338	338	300	400	338
75-20 TRAVEL REIMBURSEMENTS	307	414	414	0	325	414
76-12 TELEPHONE COMMUNICATIONS	460	0	0	0	0	0
79-10 COMMUNITY EVENTS/PROGRAMS	5,754	5,516	5,516	6,230	8,307	12,516
Subtotal of SERVICES	\$11,983	\$12,937	\$12,937	\$6,770	\$15,802	\$19,937
Total for SUMMER DAY CAMP PROGRAM	\$72,990	\$77,034	\$77,034	\$20,400	\$80,865	\$84,530

Community Services
Keep Friendswood Beautiful
001-6424-458

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
51-00 OFFICE SUPPLIES	\$72	\$111	\$111	\$0	\$0	\$111
52-00 PERSONNEL SUPPLIES	0	849	849	129	172	849
54-00 OPERATING SUPPLIES	3,893	1,703	8,071	5,278	7,037	8,071
58-00 OPERATING EQUIPMENT < \$5,000	690	0	0	0	0	0
Subtotal of SUPPLIES	\$4,655	\$2,663	\$9,031	\$5,407	\$7,209	\$9,031
62-10 LANDSCAPING	\$10,655	\$12,774	\$5,874	\$2,415	\$5,874	\$12,774
Subtotal of MAINTENANCE	\$10,655	\$12,774	\$5,874	\$2,415	\$5,874	\$12,774
74-00 OPERATING SERVICES	\$2,814	\$2,862	\$3,862	\$2,429	\$3,239	\$3,862
74-01 POSTAL/COURIER SERVICES	11	0	0	54	72	0
75-10 TRAINING	285	293	293	425	567	293
75-20 TRAVEL REIMBURSEMENTS	0	468	468	291	388	468
75-30 MEMBERSHIPS	5	159	159	90	275	159
79-22 CAB BEAUTIFICATION GRANTS	2,000	0	0	0	0	0
Subtotal of SERVICES	\$5,115	\$3,782	\$4,782	\$3,289	\$4,540	\$4,782
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$40,500	\$40,500	\$11,667	\$40,500	\$0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$40,500	\$40,500	\$11,667	\$40,500	\$0
Total for COMM. APPEARANCE BOARD	\$20,425	\$59,719	\$60,187	\$22,778	\$58,124	\$26,587

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-30 OVERTIME PAY	\$64	\$0	\$0	\$0	\$0	\$0
41-31 HOLIDAY HOURS WORKED	801	0	0	268	357	0
42-22 SEASONAL WAGES	46,234	69,992	69,992	12,811	69,992	63,427
47-10 SOCIAL SECURITY/MEDICARE	3,603	5,354	5,354	1,001	5,354	5,816
48-40 WORKERS COMP INSURANCE	664	513	513	162	513	492
Subtotal of PERSONNEL	\$51,366	\$75,859	\$75,859	\$14,242	\$76,216	\$69,735
51-00 OFFICE SUPPLIES	\$142	\$244	\$244	\$0	\$0	\$244
52-00 PERSONNEL SUPPLIES	896	1,061	1,061	1,003	1,337	1,061
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	2,185	2,247	2,247	1,147	2,247	2,247
54-95 PESTICIDES/CHEMICAL SUPPLIES	6,817	7,262	7,262	4,661	7,262	7,262
56-00 FACILITY SUPPLIES	0	170	170	0	0	170
56-20 JANITORIAL SUPPLIES	272	504	504	269	609	504
58-00 OPERATING EQUIPMENT <\$5,000	2,558	3,711	3,711	0	700	3,711
Subtotal of SUPPLIES	\$12,870	\$15,199	\$15,199	\$7,080	\$12,155	\$15,199
62-10 LANDSCAPING	\$10	\$129	\$129	\$116	\$155	\$129
65-61 SWIMMING POOL MAINTENANCE	4,267	6,593	6,593	1,385	4,847	6,593
66-00 FACILITY MAINTENANCE	3,919	5,250	5,250	2,131	4,841	5,250
68-00 EQUIPMENT MAINTENANCE	0	0	0	27	36	0
Subtotal of MAINTENANCE	\$8,196	\$11,972	\$11,972	\$3,659	\$9,879	\$11,972
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$50	\$67	\$0
74-97 RECRUITMENT ADVERTISING	0	338	338	300	400	338
76-11 ELECTRICITY	17,484	14,491	14,491	12,962	17,283	14,491
76-12 TELEPHONE /COMMUNICATIONS	620	712	712	386	515	712
76-13 NATURAL GAS	13,235	7,346	7,346	16,777	17,077	7,346
76-20 JANITORIAL SERVICES	0	0	1,500	0	0	1,500
78-00 CONTRACT SERVICES	6,422	1,740	2,290	8,186	10,915	1,740
78-30 RENTAL	0	0	0	0	0	0
Subtotal of SERVICES	\$37,761	\$24,627	\$26,677	\$38,661	\$46,256	\$26,127
Total for STEVENSON PARK POOL	\$110,193	\$127,657	\$129,707	\$63,642	\$144,506	\$123,033

**Community Services
Senior Programs
001-6429-452**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$59,977	\$78,061	\$78,061	\$46,162	\$78,061	\$73,248
41-20 PART-TIME WAGES	16,868	20,671	20,671	12,330	20,671	15,097
41-30 OVERTIME PAY	2,784	873	873	1,687	2,749	872
41-43 LONGEVITY PAY	417	460	460	385	385	515
41-90 ACCRUED PAYROLL	199	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	5,939	7,959	7,959	4,544	7,959	6,879
47-20 TMRS RETIREMENT FUND	8,698	11,983	11,983	7,150	11,983	11,604
48-10 HEALTH/DENTAL INSURANCE	9,720	4,107	4,107	6,178	8,237	9,976
48-20 LIFE INSURANCE	157	170	170	144	192	167
48-30 DISABILITY INSURANCE	325	350	350	283	377	210
48-40 WORKERS COMP INSURANCE	1,252	980	980	820	1,093	730
48-50 EAP SERVICES	86	171	171	98	131	162
48-90 FLEX PLAN ADMINISTRATION	29	83	83	29	39	58
Subtotal of PERSONNEL	\$106,451	\$125,868	\$125,868	\$79,810	\$131,878	\$119,518
51-00 OFFICE SUPPLIES	\$720	\$1,118	\$1,118	\$320	\$1,118	\$1,118
53-00 VEHICLE SUPPLIES	163	0	0	0	0	0
53-01 FUEL	2,939	3,200	3,200	1,819	2,425	3,200
54-00 OPERATING SUPPLIES	7,057	6,828	4,828	2,704	3,605	6,828
58-00 OPERATING EQUIPMENT <\$5,000	2,763	212	212	1,624	2,165	212
Subtotal of SUPPLIES	\$13,642	\$11,358	\$9,358	\$6,467	\$9,314	\$11,358
63-00 VEHICLE MAINTENANCE	\$3,421	\$2,518	\$5,840	\$2,473	\$3,297	\$4,518
66-00 FACILITY MAINTENANCE	2,400	0	0	0	0	0
Subtotal of MAINTENANCE	\$5,821	\$2,518	\$5,840	\$2,473	\$3,297	\$4,518
73-11 VEHICLE INSURANCE	\$593	\$778	\$778	\$264	\$352	\$778
74-00 OPERATING SERVICES	146	0	0	0	0	0
74-92 SPECIAL EVENTS	530	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	330	0	0	350	467	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	1,000	1,000	0
75-10 TRAINING	737	2,345	2,345	400	533	2,345
75-20 TRAVEL REIMBURSEMENTS	520	509	509	610	813	509
75-30 MEMBERSHIPS	80	81	81	0	0	81
76-12 TELEPHONE/COMMUNICATIONS	310	372	372	100	133	372
78-00 CONTRACT SERVICES	5,382	185	185	5,057	6,743	185
79-10 COMMUNITY EVENTS/PROGRAMS	14,298	0	13,764	10,326	13,768	0
Subtotal of SERVICES	\$22,926	\$4,270	\$18,034	\$18,107	\$23,809	\$4,270
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Total for SENIOR PROGRAMS	\$148,840	\$144,014	\$159,100	\$106,857	\$168,298	\$139,664

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$235,963	\$251,710	\$251,710	\$176,080	\$251,710	\$257,745
41-30 OVERTIME PAY	14,794	7,734	7,734	7,666	10,221	7,734
41-31 HOLIDAY HOURS WORKED	1,493	0	0	840	1,120	0
41-41 MERIT PAY		0	0		0	0
41-43 LONGEVITY PAY	1,093	965	965	855	855	1,470
41-45 INCENTIVE-CERTIFICATE PAY	100	0	0	225	300	300
41-49 CELL PHONE ALLOWANCE	1,414	1,920	1,920	1,269	1,920	2,520
41-90 ACCRUED PAYROLL	2,117	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	18,795	19,753	19,753	13,470	19,753	20,517
47-20 TMRS RETIREMENT FUND	35,517	38,977	38,977	27,640	38,977	41,848
48-10 HEALTH/DENTAL INSURANCE	40,221	38,576	38,576	37,989	50,652	40,884
48-20 LIFE INSURANCE	662	545	545	526	701	585
48-30 DISABILITY INSURANCE	1,359	1,119	1,119	1,094	1,459	738
48-40 WORKERS COMP INSURANCE	3,946	2,745	2,745	2,285	3,047	2,245
48-50 EAP SERVICES	425	456	456	370	493	432
48-90 FLEX PLAN ADMINISTRATION	145	199	199	122	163	154
Subtotal of PERSONNEL	\$358,044	\$364,699	\$364,699	\$270,431	\$381,371	\$377,172
51-00 OFFICE SUPPLIES	\$181	\$37	\$237	\$234	\$312	\$237
52-00 PERSONNEL SUPPLIES	5,526	1,777	5,277	3,937	5,249	5,277
53-00 VEHICLE SUPPLIES	56	106	106	24	32	106
53-01 FUEL	8,492	8,564	8,564	6,186	8,248	8,564
54-00 OPERATING SUPPLIES	3,025	1,242	2,642	1,184	2,579	2,642
54-95 HAZARDOUS MATERIALS	3,160	3,975	4,950	2,790	4,720	4,950
56-00 FACILITY SUPPLIES	0	0	0	0	0	0
56-20 JANITORIAL SUPPLIES	6,306	3,561	6,261	6,157	8,209	6,261
58-00 OPERATING EQUIPMENT <\$5,000	6,979	10,255	4,455	4,287	5,716	4,455
Subtotal of SUPPLIES	\$33,725	\$29,517	\$32,492	\$24,799	\$35,065	\$32,492
62-10 LANDSCAPING	\$48	\$0	\$0	\$0	\$0	\$0
62-20 LIGHTING MAINTENANCE	403	0	0	0	0	0
63-00 VEHICLE MAINTENANCE	6,167	2,060	3,560	2,899	3,865	3,560
66-00 FACILITY MAINTENANCE	26	20,000	0	194	194	0
68-00 EQUIPMENT MAINTENANCE	9,516	4,532	4,532	2,832	3,776	4,532
Subtotal of MAINTENANCE	\$16,160	\$26,592	\$8,092	\$5,925	\$7,835	\$8,092
73-11 VEHICLE INSURANCE	\$1,842	\$2,286	\$2,286	\$1,149	\$1,532	\$2,286
74-00 OPERATING SERVICES	120	4,500	4,500	0	0	4,500
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	836	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIM	500	0	0	0	0	0
75-10 TRAINING	276	362	584	503	671	362
75-20 TRAVEL REIMBURSEMENTS	1,793	844	844	828	1,104	844
75-30 MEMBERSHIPS	104	165	423	258	344	165
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
76-25 SAFETY SERVICES	592	0	0	415	553	0
76-80 MOWING SERVICES	108,810	106,000	123,500	82,784	123,500	123,000
78-00 CONTRACT SERVICES	28,518	0	0	0	0	0
78-30 RENTAL	2,040	2,385	2,385	2,040	2,720	2,385
78-31 VEHICLE LEASE-INTERNAL	9,340	9,340	9,340	9,091	12,121	6,621
Subtotal of SERVICES	\$154,771	\$125,882	\$143,862	\$97,068	\$142,545	\$140,163
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$6,000
88-00 CAPITAL EQUIPMENT	0	8,500	8,500	8,165	10,887	0
Subtotal of CAPITAL	\$0	\$8,500	\$8,500	\$8,165	\$10,887	\$6,000
Total for PARKS ADMINISTRATION	\$562,700	\$555,190	\$557,645	\$406,388	\$577,704	\$563,919

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
54-00 OPERATING SUPPLIES	\$13	\$743	\$46	\$163	\$217	\$46
56-00 FACILITY SUPPLIES	182	2,120	2,817	2,805	3,740	2,817
58-00 OPERATING EQUIPMENT < \$5000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$195	\$2,863	\$2,863	\$2,968	\$3,957	\$2,863
62-10 LANDSCAPING	\$1,327	\$2,258	\$6,258	\$6,233	\$8,311	\$8,258
62-20 LIGHTING MAINTENANCE	799	0	0	0	0	0
64-00 OPERATING MAINTENANCE	3	0	0	0	0	0
66-00 FACILITY MAINTENANCE	17,856	5,036	5,036	4,624	6,165	5,036
68-00 EQUIPMENT MAINTENANCE	481	530	530	380	507	530
Subtotal of MAINTENANCE	\$20,466	\$7,824	\$11,824	\$11,237	\$14,983	\$13,824
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	6,871	17,590	13,065	4,979	6,639	10,090
78-00 CONTRACT SERVICES	4,316	0	0	0	0	0
78-30 RENTAL	0	424	424	0	0	424
Subtotal of SERVICES	\$11,187	\$18,014	\$13,489	\$4,979	\$6,639	\$10,514
84-00 CAPITAL OPERATING EQUIPMENT	\$31,250	\$0	\$0	\$0	\$0	\$0
SUBTOTAL FOR CAPITAL	\$31,250	\$0	\$0	\$0	\$0	\$0
Total for STEVENSON PARK	\$63,098	\$28,701	\$28,176	\$19,184	\$25,579	\$27,201

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
62-10 LANDSCAPING	\$39	\$318	\$318	\$233	\$311	\$318
Subtotal of MAINTENANCE	\$39	\$318	\$318	\$233	\$311	\$318
76-11 ELECTRICITY	\$644	\$128	\$128	\$600	\$800	\$128
78-00 CONTRACT SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$644	\$128	\$128	\$600	\$800	\$128
Total for 1776 MEMORIAL PARK	\$683	\$446	\$446	\$833	\$1,111	\$446

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/09	FY10 Year End Estimate	FY11 Adopted Budget
62-10 LANDSCAPING	\$108	\$1,273	\$1,273	\$171	\$228	\$1,273
62-20 LIGHTING MAINTENANCE	14,790	11,448	11,448	8,868	11,824	11,448
62-40 FENCE MAINTENANCE	5,717	1,187	1,187	0	0	1,187
64-00 OPERATING MAINTENANCE	0	0	0	0	0	0
66-00 FACILITY MAINTENANCE	30,626	6,361	6,361	389	519	6,361
Subtotal of MAINTENANCE	\$51,241	\$20,269	\$20,269	\$9,428	\$12,571	\$20,269
76-11 ELECTRICITY	\$21,083	\$44,201	\$37,201	\$10,742	\$14,323	\$37,201
78-00 CONTRACT SERVICES	20,069	13,886	13,886	4,670	6,227	13,886
Subtotal of SERVICES	\$41,152	\$58,087	\$51,087	\$15,412	\$20,549	\$51,087
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Total for RENWICK PARK	\$92,393	\$78,356	\$71,356	\$24,840	\$33,120	\$71,356

**Community Services
Leavesley Park
001-6434-455**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
54-00 OPERATING SUPPLIES	\$2	\$106	\$106	\$0	\$106	\$106
56-00 FACILITY SUPPLIES	14	0	0	0	0	0
58-00 OPERATING EQUIPMENT	0	1,273	1,273	0	1,273	1,273
Subtotal of SUPPLIES	\$16	\$1,379	\$1,379	\$0	\$1,379	\$1,379
62-10 LANDSCAPING	\$0	\$398	\$398	\$47	\$398	\$398
62-20 LIGHTING MAINTENANCE	0	424	424	0	0	424
62-40 FENCE MAINTENANCE	9	0	0	0	0	0
66-00 FACILITY MAINTENANCE	1,783	4,452	4,452	751	4,452	4,452
Subtotal of MAINTENANCE	\$1,792	\$5,274	\$5,274	\$798	\$4,850	\$5,274
76-11 ELECTRICITY	\$10,340	\$9,370	\$9,837	\$7,378	\$9,837	\$9,370
76-12 TELEPHONE/ COMMUNICATIONS	(70)	688	688	0	0	688
76-20 JANITORIAL SERVICES	4,800	6,890	5,390	3,648	5,390	5,390
76-25 SAFETY SERVICES	1,858	0	0	1,251	1,668	0
76-30 PEST CONTROL SERVICES	207	318	318	150	200	318
78-00 CONTRACT SERVICES	0	106	106	0	0	106
Subtotal of SERVICES	\$17,135	\$17,372	\$16,339	\$12,427	\$17,095	\$15,872
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Total for LEAVESLEY PARK	\$18,943	\$24,025	\$22,992	\$13,225	\$23,324	\$22,525

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
54-00 OPERATING SUPPLIES	\$640	\$106	\$106	\$0	\$0	\$106
56-00 FACILITY SUPPLIES	0	106	106	0	0	106
Subtotal of SUPPLIES	\$640	\$212	\$212	\$0	\$0	\$212
62-10 LANDSCAPING	\$15	\$637	\$637	\$75	\$637	\$637
62-20 LIGHTING MAINTENANCE	33	1,167	1,167	0	0	1,167
62-40 FENCE MAINTENANCE	12	106	106	0	0	106
64-00 OPERATING MAINTENANCE	0	264	264	0	0	264
66-00 FACILITY MAINTENANCE	4,091	2,650	2,650	345	2,650	2,650
Subtotal of MAINTENANCE	\$4,151	\$4,824	\$4,824	\$420	\$3,287	\$4,824
74-01 POSTAL/ COURIER SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	3,698	7,533	7,533	3,914	7,533	7,533
Subtotal of SERVICES	\$3,698	\$7,533	\$7,533	\$3,914	\$7,533	\$7,533
Total for OLD CITY PARK	\$8,489	\$12,569	\$12,569	\$4,334	\$10,820	\$12,569

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
54-00 OPERATING SUPPLIES	\$6,754	\$10,175	\$10,175	\$8,043	\$10,724	\$10,175
54-95 CHEMICALS	7,785	20,458	17,458	5,011	6,681	17,458
56-20 JANITORIAL SUPPLIES	0	424	424	0	0	424
58-00 OPERATING EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$14,539	\$31,057	\$28,057	\$13,054	\$17,405	\$28,057
62-10 LANDSCAPING	\$2,686	\$3,711	\$3,711	\$831	\$1,108	\$3,711
62-20 LIGHTING MAINTENANCE	4,329	370	370	248	331	370
64-00 OPERATING MAINTENANCE	4,492	5,300	5,300	2,584	3,445	5,300
66-00 FACILITY MAINTENANCE	3,004	1,589	4,589	3,729	4,972	4,589
Subtotal of MAINTENANCE	\$14,511	\$10,970	\$13,970	\$7,392	\$9,856	\$13,970
76-11 ELECTRICITY	\$43,227	\$46,830	\$46,830	\$38,852	\$51,803	\$46,830
76-80 MOWING SERVICES	61,499	66,886	66,886	45,730	60,973	66,886
78-00 CONTRACT SERVICES	3,119	0	0	3,259	4,345	0
78-30 RENTAL	1,051	0	0	0	0	0
Subtotal of SERVICES	\$108,896	\$113,716	\$113,716	\$87,841	\$117,121	\$113,716
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0

001-6436-456

64-00 OPERATING MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
66-00 FACILITY MAINTENANCE	0	0	0	0	0	0
Subtotal for MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	\$0	\$0	\$0	\$0	\$0	\$0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
Total for CENTENNIAL PARK	\$137,946	\$155,743	\$155,743	\$108,287	\$144,383	\$155,743

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
76-80 MOWING SERVICES	\$750	\$637	\$637	\$585	\$780	\$637
Subtotal of SERVICES	\$750	\$637	\$637	\$585	\$780	\$637
Total for LAKE FRIENDSWOOD	\$750	\$637	\$637	\$585	\$780	\$637

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
54-00 OPERATING SUPPLIES	\$7,774	\$10,388	\$15,388	\$9,697	\$15,388	\$15,388
54-95 PESTICIDES/CHEMICALS	0	530	530	265	353	530
56-20 JANITORIAL SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	5,486	0	0	0	0	0
Subtotal of SUPPLIES	\$13,260	\$10,918	\$15,918	\$9,962	\$15,741	\$15,918
62-10 LANDSCAPING	\$3,319	\$2,650	\$2,650	\$2,600	\$3,467	\$2,650
62-20 LIGHTING MAINTENANCE	7,800	4,239	4,239	1,100	1,100	2,239
64-00 OPERATING MAINTENANCE	7,942	9,539	6,539	3,993	5,324	6,539
65-67 SPORTS FIELD MAINTENANCE	2,240	0	0	0	0	0
66-00 FACILITY MAINTENANCE	60,410	6,361	6,361	3,862	5,149	6,361
Subtotal of MAINTENANCE	\$81,711	\$22,789	\$19,789	\$11,555	\$15,040	\$17,789
76-11 ELECTRICITY	\$33,998	\$42,456	\$42,456	\$28,434	\$42,456	\$42,456
76-12 TELEPHONE/ COMMUNICATIONS	0	849	849	0	0	849
76-13 NATURAL GAS	253	530	530	237	316	530
76-20 JANITORIAL SERVICES	0	0	6,300	0	0	6,300
76-80 MOWING SERVICES	12,600	18,020	18,020	9,450	18,020	18,020
78-00 CONTRACT SERVICES	19,904	14,839	8,539	12,130	16,173	8,539
Subtotal of SERVICES	\$66,755	\$76,694	\$76,694	\$50,251	\$76,965	\$76,694
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$6,148	\$6,148	\$0
Subtotal CAPITAL EQUIPMENT	\$0	\$0	\$0	\$6,148	\$6,148	\$0
Total for FRIENDSWOOD SPORTS PARK	\$161,726	\$110,401	\$112,401	\$77,916	\$113,895	\$110,401

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
76-80 MOWING SERVICES	\$40,183	\$63,685	\$63,572	\$28,570	\$38,093	\$63,685
76-90 HOA MAINTENANCE FEES	1,950	4,239	4,239	1,350	4,000	4,239
79-71 EMERGENCY - SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$42,133	\$67,924	\$67,811	\$29,920	\$42,093	\$67,924
Total for ALLISON BUY OUT PROPERTIES	\$42,133	\$67,924	\$67,811	\$29,920	\$42,093	\$67,924

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
51-00 OFFICE SUPPLIES	\$971	\$2,650	\$2,650	\$572	\$2,650	\$2,650
54-00 OPERATING SUPPLIES	10,973	2,968	2,968	11,251	15,001	2,968
56-00 FACILITY SUPPLIES	311	5,513	5,513	2,271	4,874	5,513
56-20 JANITORIAL SUPPLIES	1,475	1,695	1,695	1,077	1,436	1,695
58-00 OPERATING EQUIPMENT <\$5,000	5,752	1,061	1,061	1,118	1,491	1,061
Subtotal of SUPPLIES	\$19,482	\$13,887	\$13,887	\$16,289	\$25,452	\$13,887
62-10 LANDSCAPING	\$3,648	\$2,019	\$2,019	\$982	\$2,019	\$2,019
62-20 LIGHTING MAINTENANCE	20	424	424	0	0	424
62-30 PARKING LOT MAINTENANCE	0	7,250	15,689	8,439	15,689	0
66-00 FACILITY MAINTENANCE	39,341	37,249	62,926	23,931	62,926	57,610
66-10 BUILDING RENOVATIONS	0	0	0	0	0	72,200
68-00 EQUIPMENT MAINTENANCE	13,284	4,935	8,635	6,292	8,389	8,635
Subtotal of MAINTENANCE	\$56,293	\$51,877	\$89,693	\$39,644	\$89,023	\$140,888
74-00 OPERATING SERVICES	\$808	\$488	\$488	\$830	\$1,107	\$488
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
76-11 ELECTRICITY	170,794	163,028	163,028	105,774	163,028	163,028
76-12 TELEPHONE/COMMUNICATIONS	118,833	114,771	112,271	84,150	112,200	112,271
76-13 NATURAL GAS	735	2,014	2,014	1,690	2,253	2,014
76-20 JANITORIAL SERVICES	59,900	72,080	72,080	38,418	72,080	72,080
76-25 SAFETY SERVICES	4,913	0	0	762	1,016	0
76-30 PEST CONTROL SERVICES	1,674	1,377	1,377	900	1,200	1,377
76-80 MOWING SERVICES	0	0	0	0	0	0
78-00 CONTRACT SERVICES	33,890	26,818	31,818	24,926	33,235	31,818
78-30 RENTAL	4,020	8,214	2,214	3,015	4,020	2,214
78-31 VEHICLE LEASE-INTERNAL	2,781	2,781	2,781	0	0	0
Subtotal of SERVICES	\$398,348	\$391,571	\$388,071	\$260,465	\$390,139	\$385,290
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$0	\$2,500	\$9,775	\$13,033	\$0
86-00 FURNITURE AND FIXTURES	0	0	0	0	0	0
88-00 CAPITAL EQUIPMENT	0	49,000	77,974	48,288	64,384	0
Subtotal of CAPITAL	\$0	\$49,000	\$80,474	\$58,063	\$77,417	\$0
Total for FACILITY OPERATIONS	\$474,123	\$506,335	\$572,125	\$374,461	\$582,031	\$540,065

**Community Services
Facility Operations (Public Safety Building)
001-6460-421**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
51-00 OFFICE SUPPLIES	\$4,632	\$0	\$0	\$0	\$0	\$0
54-00 OPERATING SUPPLIES	0	2,120	2,120	4,803	6,404	2,120
56-00 FACILITY SUPPLIES	64	3,181	3,181	2,103	2,804	3,181
56-20 JANITORIAL SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$4,696	\$5,301	\$5,301	\$6,906	\$9,208	\$5,301
62-10 LANDSCAPING	\$6,845	\$530	\$530	\$4,235	\$8,647	\$530
66-00 FACILITY MAINTENANCE	27,359	28,276	28,276	16,510	25,777	25,276
68-00 EQUIPMENT MAINTENANCE	4,223	610	3,610	2,625	3,500	3,610
Subtotal of MAINTENANCE	\$38,427	\$29,416	\$32,416	\$23,370	\$37,924	\$29,416
76-11 ELECTRICITY	\$88,715	\$86,973	\$86,973	\$61,680	\$86,973	\$86,973
76-12 TELEPHONE/ COMMUNICATIONS	6,627	4,770	4,770	12,444	16,592	4,770
76-13 NATURAL GAS	0	0	0	0	0	0
76-20 JANITORIAL SERVICES	30,000	34,381	30,381	21,870	30,381	30,381
76-25 SAFETY SERVICES	3,264	0	0	2,383	3,250	0
76-30 PEST CONTROL SERVICES	232	1,273	1,273	3,900	7,350	1,273
76-80 MOWING SERVICES	0	0	7,000	0	0	7,000
78-00 CONTRACT SERVICES	5,054	0	0	3,724	5,000	0
78-30 RENTAL	1,104	1,695	1,695	552	1,104	1,695
Subtotal of SERVICES	\$134,996	\$129,092	\$132,092	\$106,553	\$150,650	\$132,092
Total for FACILITY OPERATIONS	\$178,119	\$163,809	\$169,809	\$136,829	\$197,782	\$166,809

**Community Services
Facility Operations (Fire Stations)
001-6460-422**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/09	FY10 Year End Estimate	FY11 Adopted Budget
66-00 FACILITY MAINTENANCE	\$275	\$1,801	\$1,801	\$97	\$1,801	\$1,801
68-00 EQUIPMENT MAINTENANCE	2,991	3,000	3,000	861	1,148	3,000
Subtotal of MAINTENANCE	\$3,266	\$4,801	\$4,801	\$958	\$2,949	\$4,801
76-11 ELECTRICITY	\$36,362	\$48,204	\$36,204	\$24,001	\$36,204	\$36,204
76-12 TELEPHONE/COMMUNICATIONS	1,797	3,200	3,200	559	745	3,200
76-13 NATURAL GAS	3,740	1,407	1,407	1,457	1,943	1,407
76-30 PEST CONTROL SERVICES	1,052	1,313	1,313	840	1,120	1,313
Subtotal of SERVICES	\$42,951	\$54,124	\$42,124	\$26,857	\$40,012	\$42,124
Total for FACILITY OPERATIONS	\$46,217	\$58,925	\$46,925	\$27,815	\$42,961	\$46,925

**Community Services
Facility Operations (Animal Control)
001-6460-441**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
56-00 FACILITY SUPPLIES	\$0	\$795	\$795	\$0	\$0	\$795
Subtotal of SUPPLIES	\$0	\$795	\$795	\$0	\$0	\$795
62-10 LANDSCAPING	\$0	\$106	\$106	\$0	\$0	\$106
66-00 FACILITY MAINTENANCE	6,051	9,009	13,184	6,636	8,848	9,107
Subtotal of MAINTENANCE	\$6,051	\$9,115	\$13,290	\$6,636	\$8,848	\$9,213
76-11 ELECTRICITY	\$0	\$3,908	\$3,908	\$0	\$0	\$3,908
76-25 SAFETY SERVICES	734	0	0	487	856	0
76-30 PEST CONTROL SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$734	\$3,908	\$3,908	\$487	\$856	\$3,908
Total for FACILITY OPERATIONS	\$6,785	\$13,818	\$17,993	\$7,123	\$9,704	\$13,916



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Capital Improvement Program

Capital Improvements Program (CIP) Summary

The Capital Improvements Program (CIP) is the five-year strategic planning tool used in determining the City of Friendswood's capital expenditures. Developing the plan requires careful review of the City's financial debt capacity, community development opportunities as well as the City's land availability, and staffing resources needed to complete projects. Staff recommendations, input from citizens, Committees, Boards and Commissions and direction from City Council are also key factors in the CIP development and implementation.

The CIP stakeholders use the goals outlined in City's strategic community development Vision 2020 plan when considering projects to add or delete from the CIP. Vision 2020 calls for:

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

The City's capital improvements program consists of a capital budget (projected expenditures for the current fiscal year). This includes capital expenditures; tangible assets or projects with estimated cost of at least \$5,000 with a useful life of at least five (5) years. The second part of the City's CIP is the capital program which consists of anticipated capital expenditures to be purchased or projects to be completed in the future; beyond the current fiscal year. The CIP categorizes and accounts for key capital requirements related to expenditures excluded from the capital outlay of the departmental operating budgets. Our City's CIP includes significantly costly, non-routine projects with multiple year life expectancies. These tangible items or projects become fixed assets for the City. Examples include additions, renovations or construction of buildings, major repairs or construction of streets, major equipment replacements or purchases, water and sewer or drainage improvements.

Upon approval by Council and funding source confirmation, the projects proposed in the CIP for the current fiscal year will commence. The unfunded projects in the future years of the plan will be included in the operating budget, annually, as Council determines continued relevance of the projects and approves funding sources. The City utilizes General Obligation Bonds, Water and Sewer Revenue Bonds and undesignated fund balance reserves to support its Capital Improvements Program. The proposed projects included in this section of the operating budget document are grouped by funding source and sorted by estimated year of the project's completion.

The CIP plan, a document published separately of the City's operating budget, is presently being updated for City Council review and approval. Therefore, the information included in

Capital Improvement Program

this section of our budget document reflects staff's recommendations for this year's capital budget and the capital improvement program in draft format.

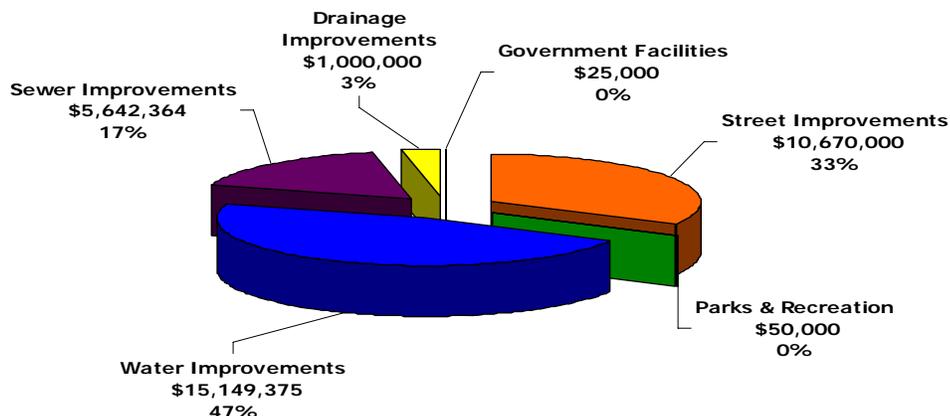
Capital Improvement Program Focus

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

Population growth is a major driver for our CIP development and implementation. The 2000 census, reported Friendswood's population at 29,037. In June 2010, our estimated population was 37,980; a 30.8% increase in 10 years. By our community's complete build-out in 10 to 20 years, the population is expected to be at approximately 57,400.

As a result of this anticipated growth and its subsequent impact, the CIP focuses on utility infrastructure improvements for the next five years. As will be shown in further portions of this document, 67% of the CIP funding uses over the next 5 years are proposed drainage and utility improvement projects. Proposed streets improvements make up the other 33% of the program. Facilities improvements over the next 5 years of the plan total \$25,000. Beyond the next five years, the proposed CIP's focus shifts from utility infrastructure improvements to streets improvements when the composition of the plan will reflect approximately \$29 million or 24.2% and \$63.1 million or 52.5%; respectively. Also in the years beyond 2015, the proposed CIP includes about \$7.1 million for parks improvements, \$10.2 million for drainage improvements and \$10.7 million for facilities improvements.

Proposed CIP Funding Uses Fiscal Years 2011 - 2015 \$32,536,739



Capital Improvement Program

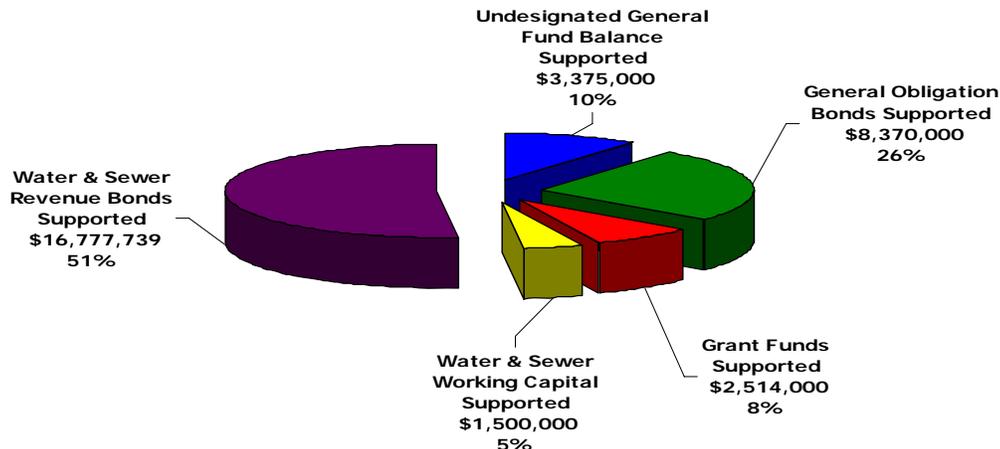
Capital Improvements Program Funding

Staff takes special care in timing CIP projects that may require debt service support to maintain the City's property tax rate and water and sewer utility rates at levels that will not burden its citizens. As a result, the City's capital improvement program includes proposed unfunded projects totaling \$144.5 million; \$102.6 in general obligation funds supported and \$41.9 million utility funds supported. As previously stated, projects will be included in the capital budget, annually, as their continued relevance and funding sources are approved by City Council. Debt level limits and revenue forecasts are critical in this process because CIP projects funded by property tax supported debt have an indirect impact on the operating budget through resulting principal and interest payment requirements.

Due to the aggressive nature of our City's plan and increasing construction costs, funding is cited as the greatest challenge for the plan. Overcoming this challenge will require the City to utilize a variety of funding sources for capital expenditures. In the past, General Obligation Bonds, Certificates of Obligation and Revenue Bonds have been issued to support the Capital Improvements Plan. The proposed CIP plan includes \$3,485,000 in General Obligations Bonds funding authorized in 2005 which are expected to be issued in fiscal year 2010-11 for projects to be completed within the next five years. Historically, capital expenditures have also been funded through federal, state and local grants, donations, inter-local agreements and undesignated fund balances. The City anticipates continued use of these funding sources, as available, to support the capital improvements program in the future.

Water and sewer revenue bonds totaling \$12.1 million were issued in August 2009 to support utilities improvement projects included in the CIP plan. Also, in November 2008, a general obligations bond issuance was passed by Galveston County. The City's portion of the funding is approximately, \$11.4 million. These bond proceeds will be used to complete a \$6 million drainage project, three street improvement projects and other projects as funding availability allows.

Proposed CIP Funding Sources Fiscal Years 2011-2015 \$32,536,739



Capital Improvement Program

Capital Improvements Program Operating Impact

The impact of the street, drainage, water and sewer Capital Improvements Program projects will be positive for the City. Upgraded or new infrastructure results in lower on-going maintenance costs for the City. However, useful life cycles of infrastructure will remain a factor. Therefore, replacement needs are on-going and often offset the maintenance savings from new infrastructure. Operational and/or monetary impact to City cannot be determined at this time.

The FM 2351/Beamer Road utility infrastructure project included in the CIP plan will allow for commercial development in the northern panhandle portion of the City. With the majority of the project being funded through an Economic Development Administration grant totaling \$2 million, the City's portion of the project cost is minimized. Increased property tax, sales tax and utility charges for service revenues are expected to be generated from the development of the area. Although currently undetermined, any additional revenue gained will help to support the City's ongoing operational and maintenance costs and also fund future capital expenditures. The pavement master plan project included in the City's CIP plan will identify and prioritize street improvement needs; as well as help to estimate financial resources needed beyond the initial 5 years of the plan. Other than initial costs, the remaining projects included in the first 5 years of the City's CIP program are not expected to have tangible impact on the City's operational budget.

The facilities and parks projects included in the CIP program beyond fiscal year 2014-2015, will have an operational impact. However, the future cost of additional supplies, maintenance, utilities, service contracts and possible personnel cannot be determined presently.

Significant Routine and Significant Non-Routine Capital Expenditures

The City's capital improvements program includes three general fund significant routine capital expenditures which are the asphalt and concrete streets improvements program, library parking lot improvements and the final phase of the Stevenson Park playground equipment renovation. The amounts have varied from year to year dependent upon general operating funding availability. The year's operating budget includes \$175,000 for these capital expenditures. The City's capital improvements program also includes one significant routine capital expenditures of \$300,000 in this year's water and sewer operations fund budget which is the annual sewer line maintenance and cleaning.

The City's recommended significant non-routine capital expenditures for the next five years of the CIP plan, totaling \$32.14 million, will be further detailed in this section of the budget document. The tables below summarize the CIP plan expenditures by project year and category. Schedules follow which provide proposed project names, accounting project identification numbers (if assigned), and budget estimates.

Capital Improvement Program

Proposed General Fund/ G.O. Bonds Funds	2011	2012	2013	2014	2015	Total 5 Year Plan
Drainage						
Estimated Cost					\$ 1,000,000	\$ 1,000,000
Potential Funds					\$ 1,000,000	\$ 1,000,000
Supplemental Funding					\$ 0	\$ 0
Facilities						
Estimated Cost	\$ 25,000					\$ 25,000
Potential Funds	\$ 25,000					\$ 25,000
Supplemental Funding	\$ 0					\$ 0
Parks						
Estimated Cost	\$ 50,000					\$ 50,000
Potential Funds	\$ 50,000					\$ 50,000
Supplemental Funding	\$ 0					\$ 0
Streets						
Estimated Cost	\$ 3,985,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 4,285,000	\$ 10,670,000
Potential Funds	\$ 3,585,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,585,000
Supplemental Funding	\$ 400,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 4,285,000	\$ 7,085,000
Total General Fund/G.O. Bonds Funds						
Estimated Cost	\$ 4,060,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 5,285,000	\$ 11,745,000
Potential Funds	\$ 3,660,000	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 4,660,000
Supplemental Funding	\$ 400,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 4,285,000	\$ 7,085,000

Proposed Water/Sewer Fund & W/S Bonds Funds	2011	2012	2013	2014	2015	Total 5 Year Plan
Sewer Improvements						
Estimated Cost	\$ 3,351,364	\$ 300,000	\$ 1,391,000	\$ 372,000	\$ 4,119,000	\$ 9,533,364
Potential Funds	\$ 3,351,364	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,351,364
Supplemental Funding	\$ 0	\$ 300,000	\$ 1,391,000	\$ 372,000	\$ 4,119,000	\$ 6,182,000
Water Improvements						
Estimated Cost	\$ 5,844,125	\$ 4,814,250		\$ 300,000	\$ 300,000	\$11,258,375
Potential Funds	\$ 2,297,000	\$ 2,309,950		\$ 0	\$ 0	\$ 4,606,950
Supplemental Funding	\$ 3,547,125	\$ 2,504,300		\$ 300,000	\$ 300,000	\$ 6,651,425
Total Water/Sewer Fund & W/S Bonds Funds						
Estimated Cost	\$ 9,195,489	\$ 5,114,250	\$ 1,391,000	\$ 672,000	\$ 4,419,000	\$20,791,739
Potential Funds	\$ 5,648,364	\$ 2,309,950	\$ 0	\$ 0	\$ 0	\$ 7,958,314
Supplemental Funding	\$ 3,547,125	\$ 2,804,300	\$ 1,391,000	\$ 672,000	\$ 4,419,000	\$12,833,425

**Capital Projects
Project Summary by Fund**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
General Fund	\$2,180,395	\$250,000	\$3,584,814	\$1,622,644	\$4,711,814	\$175,000
Economic Development Administration Grant Fund	45,050	0	340,950	271,150	347,700	2,514,000
General Obligation Construction Funds	215,783	0	0	0	0	0
General Obligation Funding to be Determined	0	25,007,000	0	0	0	3,885,000
Water and Sewer Fund	372,877	300,000	323,155	309,644	412,589	300,000
2006 Water and Sewer Construction Fund	5,640,825	0	1,399,678	1,075,020	1,419,788	1,794,364
2009 Water and Sewer Construction Fund	0	5,988,000	1,274,850	212,233	1,274,850	1,040,000
Water and Sewer Funding to be Determined	0	9,590,000	0	0	0	3,547,125
	\$8,454,930	\$41,135,000	\$6,923,447	\$3,490,691	\$8,166,741	\$13,255,489

Capital Improvement Plan
FY10-11 Budget
General Fund

Project Name	Project Number	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 Estimate	FY11 Adopted Budget	FY12 Proposed Budget	FY13 Proposed Budget	FY14 Proposed Budget	FY15 Proposed Budget
Asphalt Overlay Program	ST4007	\$413,670	\$100,000	\$291,049	\$291,049	\$50,000	\$300,000	\$300,000	\$300,000	\$300,000
Brittiany Bay Blvd	ST0017	23,004	0	0	0	0	0	0	0	0
Concrete Repairs	ST7001	505,270	100,000	0	0	50,000	500,000	500,000	500,000	500,000
Friendswood Link Road	ST0018	74,832	0	27,523	27,523	0	0	0	0	0
Laura Leigh Street Repair	ST8001	0	0	0	0	0	0	0	0	0
FM 528 Traffic Signal	ST8002	0	0	0	0	0	0	0	0	0
FY09 Gradall (Heavy Equipment)	EQ0002	259,460	0	0	0	0	0	0	0	0
Pavement Master Plan	0	0	0	0	0	0	0	0	0	0
Stadium Lane Parking	ST0206	0	0	0	377,000	0	0	0	0	0
STREET PROJECTS		\$1,276,236	\$200,000	\$318,572	\$695,572	\$100,000	\$800,000	\$800,000	\$800,000	\$800,000
Cowards Creek Drainage	G01020	\$28,057	\$0	\$58,150	\$58,150	\$0	\$0	\$0	\$0	\$0
Prairie Wilde Drainage	DR0207	0	0	0	0	0	0	0	0	0
Dickinson Bayou Drainage	DR0003	0	0	13,945	13,945	0	0	0	0	0
FM 518 (Downtown) Drainage	DR0208	341,600	0	2,749,921	2,749,921	0	0	0	0	0
DRAINAGE PROJECTS		\$369,657	\$0	\$2,822,016	\$2,822,016	\$0	\$0	\$0	\$0	\$0
Centennial Park Ph II & III	PK0021	\$9,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Field Lighting	47,495	47,495	0	108,005	108,005	0	0	0	0	0
Stevenson Park Playground Renovation	0	0	50,000	50,000	50,000	50,000	0	0	0	0
Renwick Lighting	PK0061	0	0	0	0	0	0	0	0	0
PARKS PROJECTS		\$57,245	\$50,000	\$158,005	\$158,005	\$50,000	\$0	\$0	\$0	\$0
Animal Control Facility	8AC441	\$0	\$0	\$250,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0
Fire Station #4	FFS000	34,834	0	16,277	16,277	0	0	0	0	0
Property Exchange FS #3 & HOA	83,450	83,450	0	0	0	0	0	0	0	0
PSB Construction	FFS000	0	0	0	0	0	0	0	0	0
PSB Operating Equipment	FFS000	0	0	0	0	0	0	0	0	0
PSB Capital Equipment	FFS000	0	0	0	0	0	0	0	0	0
PSB Operating Services	FFS000	0	0	0	0	0	0	0	0	0
City Hall Parking Lot	PKLOT	254,716	0	0	0	0	0	0	0	0
City Facilities Phone System Upgrade	EQ0003	89,142	0	0	0	0	0	0	0	0
Library Expansion Project-Drawings	FLB001	15,111	0	0	0	0	0	0	0	0
Library Parking Lot Improvements	0	0	0	0	0	25,000	0	0	0	0
Fire Station #3 Modification	8F3422	0	0	19,944	19,944	0	0	0	0	0
FACILITY PROJECTS		\$477,253	\$0	\$286,221	\$1,036,221	\$25,000	\$0	\$0	\$0	\$0
GENERAL FUND PROJECTS		\$2,180,391	\$250,000	\$3,584,814	\$4,711,814	\$175,000	\$800,000	\$800,000	\$800,000	\$800,000

**Capital Improvement Plan
FY10-11 Budget
Proposed General Obligation Projects**

Project Name	Project Number	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 Estimate	FY11 Proposed Budget	FY12 Proposed Budget	FY13 Proposed Budget	FY14 Proposed Budget	FY15 Proposed Budget
Projects to be determined (FY09)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Shadowbend: Woodlawn to Sunset	ST0204	0	0	0	0	0	0	0	0	0
Brittany Bay Blvd.	ST0017	0	0	0	0	0	0	0	0	0
Friendswood Link Road	ST0018	0	0	0	0	0	0	0	0	0
Melody Lane	ST0203	0	4,200,000	0	0	400,000	0	0	0	0
Shadowbend: Woodlawn to Sunset	ST0202	0	0	0	0	0	0	0	0	0
West Winding Way	ST0205	0	0	0	0	0	0	0	0	0
West Spreading Oaks	ST0201	0	0	0	0	0	0	0	0	0
Skyview Avenue		0	600,000	0	0	0	0	0	0	0
Sunnyview Avenue		0	600,000	0	0	0	0	0	0	0
Pavement Master Plan Phase I		0	6,000,000	0	0	0	0	0	0	3,485,000
Blackhawk Boulevard		0	0	0	0	2,407,406	0	0	0	0
Oak Vista Drive		0	0	0	0	557,814	0	0	0	0
Wandering Trail		0	0	0	0	264,228	0	0	0	0
Other Street Improvements (as needed)		0	0	0	0	255,552	0	0	0	0
STREET PROJECTS		\$0	\$11,400,000	\$0	\$0	\$3,885,000	\$0	\$0	\$0	\$3,485,000
Annalee Whitehall Drain Phase II - IV		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Clover Acres Drainage	DR0205	165,695	0	0	0	0	0	0	0	0
Coward Creek Watershed	G00120	17,382	0	0	0	0	0	0	0	0
Glennshannon Drainage	DR0204	890	0	0	0	0	0	0	0	0
Mission Estates Outfall		0	0	0	0	0	0	0	0	0
Prairie Wilde Drainage	DR0207	0	0	0	0	0	0	0	0	0
Sun Meadow Drainage Phase II - V		0	0	0	0	0	0	0	0	0
West Edgewood Drainage Outfall		0	0	0	0	0	0	0	0	0
Woodlawn Drainage	DR0202	0	5,571,000	0	0	0	0	0	0	0
Library Expansion Project-Drawings		0	0	0	0	0	0	0	0	0
Baker Road Detention		0	0	0	0	0	0	0	0	0
Shadowbend Drainage Phase II		0	0	0	0	0	0	0	0	0
Shadowbend Drainage Phase III		0	0	0	0	0	0	0	0	0
Melody Lane Drainage		0	0	0	0	0	0	0	0	0
FM 518 Drainage Improvements		0	5,571,000	0	0	0	0	0	0	0
Mud Gully Detention & Conveyance		0	1,000,000	0	0	0	0	0	0	1,000,000
Southern Panhandle Reg. Detention		0	0	0	0	0	0	0	0	0
Northern Panhandle Reg. Detention		0	0	0	0	0	0	0	0	0
DRAINAGE PROJECTS		\$183,967	\$12,142,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000
Centennial Park Ph II & III	PK0021	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Friendswood Sports Park Land Acq.		0	0	0	0	0	0	0	0	0
PARKS PROJECTS		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Station #4	FFS000	\$31,816	0	\$0	0	\$0	\$0	\$0	\$0	\$0
Public Safety Bldg Ph I	FPS001	0	0	0	0	0	0	0	0	0
Animal Control Building	779827	0	1,000,000	0	0	0	0	0	0	0
Library Expansion	FLB001	0	0	0	0	0	0	0	0	0
City Hall Parking Lot Expansion	PKLOT	0	0	0	0	0	0	0	0	0
Civic Center		0	0	0	0	0	0	0	0	0
Records Retention Center		0	465,000	0	0	0	0	0	0	0
FACILITY PROJECTS		\$31,816	\$1,465,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GO BONDS FUND PROJECTS		\$215,783	\$25,007,000	\$0	\$0	\$3,885,000	\$0	\$0	\$0	\$4,485,000

Source for Future Years: Proposed Draft of the 2010-2015 Capital Improvement Program

Capital Improvement Plan
 FY10-11 Budget
 Economic Development Administration Grant Fund

Project Name	Project Number	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 Estimate	FY11 Adopted Budget	FY12 Proposed Budget	FY13 Proposed Budget	FY14 Proposed Budget	FY15 Proposed Budget
FM 2351/Beamer Rd. Water Imprvmnts DISTRIBUTION PROJECTS	EDAW09	\$22,525	\$0	\$170,475	\$173,850	\$1,257,000	\$0	\$0	\$0	\$0
FM 2351/Beamer Rd. Sewer Imprvmnts COLLECTION PROJECTS	EDAS09	22,525	0	170,475	173,850	1,257,000	0	0	0	0
EDA GRANT FUND IMPROVEMENTS		\$45,050	\$0	\$340,950	\$347,700	\$2,514,000	\$0	\$0	\$0	\$0

Capital Improvement Plan
FY10-11 Budget
Water and Sewer Fund

Project Number	Project Name	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 Estimate	FY11 Adopted Budget	FY12 Proposed Budget	FY13 Proposed Budget	FY14 Proposed Budget	FY15 Proposed Budget
UW0035	Fire Hydrant Spacing Program	(\$190)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UW0400	Neighborhood Waterline Replacement	0	0	0	0	0	0	0	0	0
UW0003	Water Meter Change Out Program	6,868	0	0	0	0	0	0	0	0
UW0018	Water Plant #5 Rehab	0	0	0	0	0	0	0	0	0
UW0019	Water Plant #6 Rehab	0	0	0	0	0	0	0	0	0
PK0350	Mandale Rd. Waterline Extension	0	0	23,155	23,155	0	0	0	0	0
UW0030	Surface Water Purchase (COH)	0	0	0	0	0	0	0	0	0
	DISTRIBUTION PROJECTS	\$6,678	\$0	\$23,155	\$23,155	\$0	\$0	\$0	\$0	\$0
US0017	Sewer Line Maint. & Cleaning	299,913	300,000	300,000	389,704	300,000	300,000	300,000	300,000	300,000
US0036	Sewer Line PSB	0	0	0	0	0	0	0	0	0
8UTMST	Utility Master Plan	49,500	0	0	0	0	0	0	0	0
	Software Support Services (GIS)	0	0	0	0	0	0	0	0	0
USL030	Eagle Lake Lift Station Improvement	16,785	0	0	0	0	0	0	0	0
US0025	San Joaquin Lift Station Improvements	0	0	0	0	0	0	0	0	0
	COLLECTION PROJECTS	\$366,198	\$300,000	\$300,000	\$389,704	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
	WATER & SEWER FUND PROJECTS	\$372,876	\$300,000	\$323,155	\$412,859	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000

**Capital Improvement Plan
FY10-11 Budget
Proposed Water and Sewer Bond Projects**

Project Number	Project Name	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 Estimate	FY11 Proposed Budget	FY12 Proposed Budget	FY13 Proposed Budget	FY14 Proposed Budget	FY15 Proposed Budget
UW0007	Bay Area Blvd Waterline	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UW0012	Blackhawk Waterline	0	0	0	0	0	0	0	0	0
UW0037	16" Waterline Sunset to Sun Meadow	1,542,587	0	73,184	92,844	0	0	0	0	0
UW0018	Water Plant #2 Rehabilitation	0	0	0	0	0	879,000	0	0	0
UW0019	Water Plant #5 Rehabilitation	0	3,025,000	313,200	313,200	1,040,000	2,309,950	0	0	0
UW0026	Water Plant #6 Rehabilitation	0	963,000	130,850	130,850	47,125	0	0	0	0
UW0026	Water Plant #7 Rehabilitation	0	0	0	0	0	1,625,300	0	0	0
US0007	Deepwood Force Main	0	0	0	0	0	0	0	0	0
UW0032	Beamer Road Water Line	0	641,000	0	0	0	0	0	0	0
UW0032	42" Water Main Replacement	0	2,467,000	0	0	0	0	0	0	2,291,000
UW0510	COH Raw Water System Buy-In	0	0	0	0	3,500,000	0	0	0	0
UW0017	Second Take Point Phase II	0	1,006,000	95,800	95,800	0	0	0	0	0
UW0017	Water Plant #2 Rehabilitation	0	0	0	0	0	0	0	0	1,828,000
UW0017	East FM 528 Water Line	0	0	735,000	735,000	0	0	0	0	0
UW0017	Surface Water Station #2	0	0	0	0	0	0	0	0	0
UW0017	Viejo Drive (E & W) Water Line Loop	0	0	0	0	0	0	0	0	0
UW0017	Water Distribution Replacement & Upgrades	0	5,000,000	0	0	0	0	0	0	0
UW0017	Second Elevated Water Storage Tank Rehab	0	0	0	0	0	0	0	372,000	0
UW0017	Water Plant #3 Rehabilitation	0	0	0	0	0	0	0	0	0
UW0017	Water Plant #4 Rehabilitation	0	0	0	0	0	0	0	0	0
UW0017	Water Plant #1 Rehabilitation	0	0	0	0	0	0	0	0	0
DISTRIBUTION PROJECTS		\$1,542,587	\$13,102,000	\$1,348,034	\$1,367,694	\$4,587,125	\$4,814,250	\$0	\$372,000	\$4,119,000
US0007	Deepwood Force Main	\$2,203,896	\$0	\$259,916	\$260,366	\$0	\$0	\$0	\$0	\$0
US0008	Deepwood LS Expansion	1,423,189	0	1,066,578	1,066,578	1,794,364	0	0	0	0
US0023	Sunmeadow LS #8 Replacement	464,691	0	0	0	0	0	0	0	0
US0022	South Friendswood Force Main Div	6,462	0	0	0	0	0	0	0	0
US0022	Beamer Road Sanitary Sewer	0	2,476,000	0	0	0	0	0	0	0
US0022	El Dorado/Lundy Lane Sanitary Sewer	0	0	0	0	0	0	0	0	0
US0022	Lift Station #3 Replacement	0	0	0	0	0	0	735,000	0	0
US0022	Lift Station #6 Replacement	0	0	0	0	0	0	356,000	0	0
COLLECTION SYSTEM PROJECTS		\$4,098,238	\$2,476,000	\$1,326,494	\$1,326,944	\$1,794,364	\$0	\$1,091,000	\$0	\$0
WATER & SEWER FUND PROJECTS		\$5,640,825	\$15,578,000	\$2,674,528	\$2,694,638	\$6,381,489	\$4,814,250	\$1,091,000	\$372,000	\$4,119,000

Source for Future Years: Proposed Draft of the 2010-2015 Capital Improvement Program

**General Fund
Capital Improvement Projects
Project Listing**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Asphalt Overlay Program	\$413,672	\$100,000	\$291,049	\$0	\$291,049	\$50,000
Brittany Bay Blvd	23,004	0	0	0	0	0
Concrete Repairs	505,272	100,000	0	0	0	50,000
Friendswood Link Road	74,832	0	27,523	27,523	27,523	0
Prairie Wilde Drainage	0	0	0	0	0	0
Sun Meadow Drainage	0	0	0	0	0	0
Downtown (Fm 518) Drainage	341,600	0	2,749,921	1,474,668	2,749,921	0
Laura Leigh Street Repair	0	0	0	0	0	0
FM 528 Traffic Signal	0	0	0	0	0	0
Cowards Creek Drainage	28,057	0	58,150	0	58,150	0
Pavement Master Plan	0	0	0	0	0	0
Public Works Gradall Equipment	259,460	0	0	0	0	0
Stadium Lane On-Street Parking	0	0	0	0	377,000	0
Dickinson Bayou Drainage	0	0	13,945	0	13,945	0
Total Street & Drainage Projects	\$1,645,897	\$200,000	\$3,140,588	\$1,502,191	\$3,517,588	\$100,000
Centennial Park Improvements	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Field Lighting	47,495	0	108,005	97,953	108,005	0
Centennial Park Phase II	9,750	0	0	0	0	0
Stevenson Park Renovations-Phase IV	0	50,000	50,000	22,500	50,000	50,000
Renwick Lighting	0	0	0	0	0	0
Total Parks Projects	\$57,245	\$50,000	\$158,005	\$120,453	\$158,005	\$50,000
Animal Control Facility	\$0	\$0	\$250,000	\$0	\$1,000,000	\$0
Fire Station #4	34,834	0	16,277	0	16,277	0
Property Exchange Fs#3 & Hoa	83,450	0	0	0	0	0
PSB Construction	0	0	0	0	0	0
PSB Operating Equipment	0	0	0	0	0	0
PSB Capital Equipment	0	0	0	0	0	0
PSB Operating Services	0	0	0	0	0	0
City Hall Parking Lot	254,716	0	0	0	0	0
Library Expansion Project -Drawings	15,111	0	0	0	0	0
City Hall Telephone System Upgrade	89,142	0	0	0	0	0
Fire Station #3 Modification	0	0	19,944	0	19,944	0
Library Parking Lot Improvements	0	0	0	0	0	25,000
Total Facility Projects	\$477,253	\$0	\$286,221	\$0	\$1,036,221	\$25,000
Total General Fund Projects	\$2,180,395	\$250,000	\$3,584,814	\$1,622,644	\$4,711,814	\$175,000

**General Fund
Capital Improvement Projects
Account Listing**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
81-20 Buildings	\$0	\$0	\$0	\$0	\$0	\$0
81-40 Building Renovations	0	0	0	0	0	0
82-30 Parking/Driveways	254,716	0	0	0	0	0
88-00 Capital Equipment	89,142	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
General Government Total	\$343,858	\$0	\$0	\$0	\$0	\$0
58-00 Operating Equipment <\$5000	\$34,834	\$0	\$0	\$0	\$0	\$0
66-00 Facility Maintenance	0	0	19,944	0	19,944	0
74-00 Operating Services	0	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	0
81-10 Land	82,000	0	0	0	0	0
81-11 Easements And Row	1,200	0	0	0	0	0
81-20 Buildings	0	0	0	0	0	0
85-81 Preliminary Study	0	0	250,000	0	1,000,000	0
85-83 Architectural Services	0	0	0	0	0	0
85-91 Construction Contracted	0	0	0	0	0	0
88-00 Capital Equipment	259,460	0	0	0	0	0
Public Safety Total	\$377,494	\$0	\$269,944	\$0	\$1,019,944	\$0
65-10 Street Maintenance	\$918,943	\$100,000	\$100,000	\$0	\$289,179	\$50,000
71-30 Engineering Services	0	0	0	0	0	0
81-11 Easements And Row	18,000	0	16,500	16,500	16,500	0
85-10 Street & Sidewalk Improv	0	0	0	0	0	0
85-11 Concrete Streets	0	0	0	0	0	0
85-12 Asphalt Streets	0	100,000	191,049	0	1,870	50,000
85-30 Drainage Improvements	0	0	2,592,136	1,339,065	2,592,136	0
85-81 Preliminary Engineering	192,422	0	14,523	12,523	14,523	0
85-82 Design Engineering	96,365	0	168,230	134,102	168,230	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	377,000	0
85-96 Surveying	50,850	0	0	0	0	0
85-98 Misc Construction Costs	28,057	0	58,150	0	58,150	0
85-99 Geotechnical Services	81,799	0	0	0	0	0
88-00 Capital Equipment	0	0	16,277	0	16,277	0
Public Works Total	\$1,386,436	\$200,000	\$3,156,865	\$1,502,190	\$3,533,865	\$100,000
58-00 Operating Equipment < \$5000	\$0	\$0	\$0	\$0	\$0	\$0
82-20 Lighting	47,495	0	108,005	97,953	108,005	0
82-30 Other Property Imprvmnts/Parking	0	0	0	0	0	25,000
85-60 Parks Improvements	9,750	0	0	0	0	0
85-83 Architectural Services	9,591	0	0	0	0	0
85-96 Surveying	5,520	0	0	0	0	0
82-40 Fence	0	0	0	0	0	0
85-85 Construction Inspection	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
88-00 Capital Equipment	0	50,000	50,000	22,501	50,000	50,000
Culture & Recreation Total	\$72,356	\$50,000	\$158,005	\$120,454	\$158,005	\$75,000
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-12 Environmental Assess	0	0	0	0	0	0
81-13 Appraisals	250	0	0	0	0	0
81-15 Storm Water Detention	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
Financial Admin Total	\$250	\$0	\$0	\$0	\$0	\$0
GENERAL FUND TOTAL	\$2,180,394	\$250,000	\$3,584,814	\$1,622,644	\$4,711,814	\$175,000

**Economic Development Administration Grant Fund
Capital Improvement Schedule
Project Listing**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
FM 2351/Beamer Rd Water/Sewer	\$45,050	\$0	\$340,950	\$271,150	\$347,700	\$2,514,000
Total Streets & Drainage Projects	\$45,050	\$0	\$340,950	\$271,150	\$347,700	\$2,514,000
Total E.D.A. Grant Fund	\$45,050	\$0	\$340,950	\$271,150	\$347,700	\$2,514,000

**Park Land Dedication Fund
Capital Improvement Schedule
Project Listing**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Parks Improvements	\$18,135	\$0	\$7,435	\$0	\$7,435	\$0
Total Parks Improvements Projects	\$18,135	\$0	\$7,435	\$0	\$7,435	\$0
Total Park Land Dedication Fund	\$18,135	\$0	\$7,435	\$0	\$7,435	\$0

**Economic Development Administration Grant Fund
Capital Improvement Projects
Account Listing**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
81-11 Easements And Rows	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-11 Concrete Streets	0	0	0	0	0	0
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	45,050	0	219,950	180,200	226,820	0
85-82 Design Engineering	0	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	2,514,000
85-96 Surveying	0	0	83,500	83,380	83,380	0
85-97 Soil/Concrete Testing	0	0	29,500	0	29,500	0
85-98 Misc Construction Costs	0	0	8,000	7,570	8,000	0
85-99 Geotechnical Services	0	0	0	0	0	0
Public Works Total	\$45,050	\$0	\$340,950	\$271,150	\$347,700	\$2,514,000
EDA GRANT FUND TOTAL	\$45,050	\$0	\$340,950	\$271,150	\$347,700	\$2,514,000

**Park Land Dedication Fund
Capital Improvement Projects
Account Listing**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
82-20 Lighting	\$0	\$0	\$0	\$0	\$0	\$0
82-40 Fence Improvements	0	0	0	0	0	0
85-60 Parks Improvements	18,135	0	7,435	0	7,435	0
Parks Improvements Total	\$18,135	\$0	\$7,435	\$0	\$7,435	\$0
PARK LAND DEDICATION FUND TOTAL	\$18,135	\$0	\$7,435	\$0	\$7,435	\$0

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Clover Acres Drainage	\$165,695	\$0	\$0	\$0	\$0	\$0
Coward Creek Watershed	17,382	0	0	0	0	0
Glenshannon Drainage	890	0	0	0	0	0
Mission Estates Outfall	0	0	0	0	0	0
Shadowbend: Woodlawn To Sunset	0	0	0	0	0	0
Sun Meadow Drainage	0	0	0	0	0	0
Friendswood Link Road	0	0	0	0	0	0
Woodlawn Drainage	0	0	0	0	0	0
Total Streets & Drainage Projects	\$183,967	\$0	\$0	\$0	\$0	\$0
Centennial Park	\$0	\$0	\$0	\$0	\$0	\$0
Total Parks Projects	\$0	\$0	\$0	\$0	\$0	\$0
Fire Station #4	\$31,816	\$0	\$0	\$0	\$0	\$0
Public Safety Building	0	0	0	0	0	0
Total Facilities Projects	\$31,816	\$0	\$0	\$0	\$0	\$0
Total General Obligation Bond Funds	\$215,783	\$0	\$0	\$0	\$0	\$0

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
58-00 Operating Equip	\$0	\$0	\$0	\$0	\$0	\$0
77-10 Software License Fee	0	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	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
84-00 Capital Operating Equipment	0	0	0	0	0	0
85-81 Preliminary Study	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-83 Architectural Services	654	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-86 Surveying	0	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
Public Safety Total	\$654	\$0	\$0	\$0	\$0	\$0
81-11 Easements And Rows	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-11 Concrete Streets	0	0	0	0	0	0
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-87 Soil/Concrete Testing	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
Public Works Total	\$0	\$0	\$0	\$0	\$0	\$0
85-60 Parks Improvments	\$0	\$0	\$0	\$0	\$0	\$0
85-83 Architectural Services	0	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
Culture & Recreation Total	\$0	\$0	\$0	\$0	\$0	\$0
2003 GO BOND CONSTR TTL	\$654	\$0	\$0	\$0	\$0	\$0

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
58-00 Operating Equip < \$5,000	\$1,098	\$0	\$0	\$0	\$0	\$0
78-00 Contract Services	0	0	0	0	0	0
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)	10,081	0	0	0	0	0
85-86 Surveying	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
88-00 Capital Equipment	19,983	0	0	0	0	0
Public Safety Total	\$31,162	\$0	\$0	\$0	\$0	\$0
78-00 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Easements & Row	0	0	0	0	0	0
81-13 Appraisal Services	0	0	0	0	0	0
81-15 Storm Water Detention	0	0	0	0	0	0
81-19 Structure Removal	0	0	0	0	0	0
85-30 Drainage Improvements	890	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-91 Construction (Contracted)	165,695	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-98 Misc Construction Costs	17,382	0	0	0	0	0
Public Works Total	\$183,967	\$0	\$0	\$0	\$0	\$0
2005 GO BOND CONSTR TTL	\$215,129	\$0	\$0	\$0	\$0	\$0

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
F.M. 518 Drainage Improvements (Ph. 1)	\$0	\$4,985,000	\$0	\$0	\$0	\$0
Total Drainage Projects	\$0	\$4,985,000	\$0	\$0	\$0	\$0
City Hall Parking Lot Expansion	\$0	\$0	\$0	\$0	\$0	\$0
Total Facilities Projects	\$0	\$0	\$0	\$0	\$0	\$0
Melody Lane Street Reconstruction	\$0	\$4,200,000	\$0	\$0	\$0	\$0
Skyview Avenue	0	600,000	0	0	0	0
Sunnyview Avenue	0	600,000	0	0	0	0
Pavement Mgt. Master Plan (Phase I)	0	0	0	0	0	0
Blackhawk Boulevard	0	0	0	0	0	2,407,406
Oak Vista Drive	0	0	0	0	0	557,814
Wandering Trail	0	0	0	0	0	264,228
Other Streets (as needed)	0	0	0	0	0	255,552
Total Streets Projects	\$0	\$5,400,000	\$0	\$0	\$0	\$3,485,000
Total General Obligation Bond Funds	\$0	\$10,385,000	\$0	\$0	\$0	\$3,485,000

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Sun Meadow Drainage Phase II - V	\$0	\$0	\$0	\$0	\$0	\$0
FM 518 Drainage	0	586,000	0	0	0	0
Mud Gully Detention and Conveyance	0	1,000,000	0	0	0	0
Shadowbend Drainage Phase II	0	0	0	0	0	0
Shadowbend Drainage Phase III	0	0	0	0	0	0
Annalea Whitehall Drain Phase II - V	0	0	0	0	0	0
Mission Estates Outfall	0	0	0	0	0	0
Melody Lane Drainage Improvements	0	0	0	0	0	0
Southern Panhandle Regional Detention	0	0	0	0	0	0
Northern Panhandle Regional Detention	0	0	0	0	0	0
Baker Road Detention	0	0	0	0	0	0
Total Drainage Projects	\$0	\$1,586,000	\$0	\$0	\$0	\$0
Civic Center	\$0	\$0	\$0	\$0	\$0	\$0
Animal Control Building Phase I	0	1,000,000	0	0	0	0
Library Expansion	0	5,571,000	0	0	0	0
Records Retention Center	0	465,000	0	0	0	0
Public Safety Building Phase II	0	0	0	0	0	0
City Hall Parking Lot Expansion	0	0	0	0	0	0
Total Facilities Projects	\$0	\$7,036,000	\$0	\$0	\$0	\$0
Friendswood Sports Park Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Total Parks Projects	\$0	\$0	\$0	\$0	\$0	\$0
Friendswood Link Road	\$0	\$0	\$0	\$0	\$0	\$0
Melody Lane	0	0	0	0	0	400,000
West Spreading Oaks	0	0	0	0	0	0
Pavement Mgt. Master Plan Phase I	0	6,000,000	0	0	0	0
Brittany Bay Boulevard Phase I	0	0	0	0	0	0
Total Streets Projects	\$0	\$6,000,000	\$0	\$0	\$0	\$400,000
Total General Obligation Projects	\$0	\$14,622,000	\$0	\$0	\$0	\$400,000

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Fire Hydrant Spacing Program	(\$190)	\$0	\$0	\$0	\$0	\$0
Neighborhood Waterline Replace	0	0	0	0	0	0
Water Meter Change Out Program	6,868	0	0	0	0	0
Water Plant #5 Rehab	0	0	0	0	0	0
Water Plant #6 Rehab	0	0	0	0	0	0
Mandale Rd Waterline Extension	0	0	23,155	23,155	23,155	0
Surface Water Purchase (COH)	0	0	0	0	0	0
Stadium Lane Water Line Extension	0	0	0	0	33,159	0
Total Distribution System	\$6,678	\$0	\$23,155	\$23,155	\$56,314	\$0
Sewer Line And Maintenance Cleaning	\$299,914	\$300,000	\$300,000	\$286,489	\$356,275	\$300,000
San Joaquin Lift Station Improvement	0	0	0	0	0	0
Eagle Lake Lift Station Improvement	16,785	0	0	0	0	0
Software Support Services (GIS)	0	0	0	0	0	0
Utility Master Plan	49,500	0	0	0	0	0
Sewer Line PSB Property	0	0	0	0	0	0
Total Collection System	\$366,199	\$300,000	\$300,000	\$286,489	\$356,275	\$300,000
Total Water And Sewer Fund	\$372,877	\$300,000	\$323,155	\$309,644	\$412,589	\$300,000

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
54-76 Water Meters-Repl Program	\$6,868	\$0	\$0	\$0	\$0	\$0
54-78 Fire Hydrant Program	(190)	0	0	0	0	0
85-41 Distribution Lines	0	0	23,155	23,155	23,155	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-85 Construction Inspection	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Water (Distribution System) Total	\$6,678	\$0	\$23,155	\$23,155	\$23,155	\$0
65-51 Collection Line Maintenance	\$299,913	\$300,000	\$300,000	\$286,489	\$389,704	\$300,000
71-30 Engineering Services	49,500	0	0	0	0	0
65-52 Lift Station Maintenance	16,785	0	0	0	0	0
77-20 Software Support Services	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
Sewer (Collection System) Total	\$366,198	\$300,000	\$300,000	\$286,489	\$389,704	\$300,000
WATER AND SEWER TOTAL	\$372,876	\$300,000	\$323,155	\$309,644	\$412,859	\$300,000

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Bay Area Blvd Waterline	\$0	\$0	\$0	\$0	\$0	\$0
Blackhawk Waterline	0	0	0	0	0	0
16" Waterline Sunset To Sun Meadow	1,542,587	0	73,184	71,700	92,844	0
Surface Water Purchase	0	0	0	0	0	0
Total Distribution	\$1,542,587	\$0	\$73,184	\$71,700	\$92,844	\$0
Deepwood Force Main	\$2,203,896	\$0	\$259,916	\$219,087	\$260,366	\$0
Deepwood LS Expansion	1,423,189	0	1,066,578	784,233	1,066,578	1,794,364
Sunmeadow LS #8 Replacement	464,691	0	0	0	0	0
SM-San Joaquin FM Replacement	6,462	0	0	0	0	0
Total Collection System	\$4,098,238	\$0	\$1,326,494	\$1,003,320	\$1,326,944	\$1,794,364
Total Water And Sewer Bond Construction Fund	\$5,640,825	\$0	\$1,399,678	\$1,075,020	\$1,419,788	\$1,794,364

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
81-11 Water Rights	\$31,250	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-41 Distribution Lines	1,506,789	0	56,753	70,253	70,253	0
85-43 Water Purification Plants	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	3,888	0	16,431	0	16,431	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	1,594,364
85-96 Surveying	660	0	0	1,447	6,160	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Water (Distribution System) Total	\$1,542,587	\$0	\$73,184	\$71,700	\$92,844	\$1,594,364
81-11 Easements And Row	\$0	\$0	\$0	\$450	\$450	\$0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-52 Lift Station Improvemnt	9,478	0	240,522	0	240,522	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	5,661	0	4,475	553	4,475	0
85-84 Constr Administration	1,328	0	0	0	0	0
85-91 Construction (Contracted)	4,049,329	0	1,053,571	983,960	1,053,571	200,000
85-96 Surveying	12,109	0	83	0	83	0
85-97 Soil/Concrete Testing	685	0	0	0	0	0
85-98 Misc Construction	9,849	0	13,734	5,358	13,734	0
85-99 Geotechnical Services	9,799	0	14,109	12,999	14,109	0
Sewer (Collection System) Total	\$4,098,238	\$0	\$1,326,494	\$1,003,320	\$1,326,944	\$200,000
2006 W/S Bond Total	\$5,640,825	\$0	\$1,399,678	\$1,075,020	\$1,419,788	\$1,794,364

**Water and Sewer Revenue Bond Construction Fund
2009 Water & Wastewater Bond Issue
Capital Improvement Schedule
Project Listing**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Water Plant #2 Rehabilitation	\$0	\$0	\$95,800	\$28,018	\$95,800	\$0
Water Plant #5 Rehabilitation	0	3,025,000	313,200	81,840	313,200	1,040,000
Water Plant #6 Rehabilitation	0	963,000	130,850	102,375	130,850	0
Deepwood Force Main	0	0	0	0	0	0
Deepwood Lift Station	0	0	0	0	0	0
Beamer Road Water Line	0	411,000	0	0	0	0
Second Take Point Phase II	0	0	735,000	0	735,000	0
Total Distribution	\$0	\$4,399,000	\$1,274,850	\$212,233	\$1,274,850	\$1,040,000
Beamer Road Sanitary Sewer	\$0	\$1,589,000	\$0	\$0	\$0	\$0
Total Collection System	\$0	\$1,589,000	\$0	\$0	\$0	\$0
Total Proposed Water And Sewer Bond Construction Fund	\$0	\$5,988,000	\$1,274,850	\$212,233	\$1,274,850	\$1,040,000

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

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
81-11 Water Rights	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-41 Distribution Lines	0	411,000	0	0	0	0
85-43 Water Purification Plants	0	3,988,000	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	226,650	130,393	226,650	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	313,200	81,840	313,200	1,040,000
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Water (Distribution System) Total	\$0	\$4,399,000	\$539,850	\$212,233	\$539,850	\$1,040,000
81-11 Easements And Row	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	0	1,589,000	0	0	0	0
85-52 Lift Station Improvemt	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	735,000	0	735,000	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Sewer (Collection System) Total	\$0	\$1,589,000	\$735,000	\$0	\$735,000	\$0
2009 W/S Bond Total	\$0	\$5,988,000	\$1,274,850	\$212,233	\$1,274,850	\$1,040,000

**Capital Improvement Schedule
Water and Sewer Revenue Bond Construction Fund
Funding to be Determined
Project Listing**

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Water Plant #2 Replacement	\$0	\$1,006,000	\$0	\$0	\$0	\$0
Water Plant #5 Rehabilitation	0	0	0	0	0	0
Water Plant #6 Rehabilitation	0	0	0	0	0	47,125
Water Plant #7 Replacement	0	0	0	0	0	0
Deepwood Force Main	0	0	0	0	0	0
Deepwood Lift Station	0	0	0	0	0	0
Beamer Road Water Line	0	230,000	0	0	0	0
Second Take Point Phase II	0	0	0	0	0	0
Water Distribution Replacement & Upgrades	0	5,000,000	0	0	0	0
42-inch Water Main Replacement	0	2,467,000	0	0	0	0
Second Elevated Storage Tank Rehab	0	0	0	0	0	0
COH Raw Water System Buy-In	0	0	0	0	0	3,500,000
Total Distribution	\$0	\$8,703,000	\$0	\$0	\$0	\$3,547,125
Beamer Road Sanitary Sewer	\$0	\$887,000	\$0	\$0	\$0	\$0
Lift Station #3 Replacement	0	0	0	0	0	0
Lift Station #6 Replacement	0	0	0	0	0	0
Total Collection System	\$0	\$887,000	\$0	\$0	\$0	\$0
Total Proposed Water And Sewer Bond Construction Fund	\$0	\$9,590,000	\$0	\$0	\$0	\$3,547,125

**Excerpts from the Proposed 2010 – 2015
Capital Improvements Program**

General Obligation Projects

PROJECT NAME

SPONSOR DEPARTMENT

Melody Lane - Street

Community Development

COUNCIL GOAL: Improve Transportation
Planning Document: Major Thoroughfare Plan
TYPE: Thoroughfares
SUBTYPE: Construction

YEAR PLANNED: 2010
PROJECT NUMBER: ST0203

PROJECT DESCRIPTION:

Currently, the roadway exists from F.M. 2351 to northerly City of Friendswood City Limits and is approximately 6600 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 load 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. 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.

FUNDING:

The funding source for this project shall be from the 2008 Galveston County Bond Election.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 2,586,000
Estimated Easement Costs	\$ 560,000
Contingency @ 25.0%	\$ 647,000
Professional Services @ 15.7%	\$ 407,000
<hr/>	
Total Project Cost	\$ 4,200,000

PROJECT NAME

SPONSOR DEPARTMENT

Mud Gully Detention and Conveyance

Public Works

COUNCIL GOAL: #5 Improve Drainage
TYPE: Drainage
SUBTYPE: Construction

YEAR PLANNED: 2010
PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

Projected Cost In: 2010	
Estimated Construction Cost	\$ 31,262,000
Estimated Easement Costs	\$ 30,814,000
Professional Services @ 17.6%	\$ 5,497,000
Total Project Cost	\$ 67,573,000

City of Friendswood Share \$ 1,000,000

PROJECT NAME

SPONSOR DEPARTMENT

Pavement Improvement Master Plan Phase I

Public Works

COUNCIL GOAL: #13 Improve Transportation

Planning Document: Pavement Improvement Master Plan

TYPE: Street

YEAR PLANNED: 2010

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

The proposed improvements include rehabilitation of twenty (20) streets, compromised of roughly 33,000 linear feet of new concrete paving and curbs. Each of the roads identified throughout the City are at various stages in their life cycle.

JUSTIFICATION:

In February of 2008, the consulting firm for the City of Friendswood completed the inventory and categorization of the roadways inside the city limits. Subsequently, the Pavement Management Master Plan was presented to the City Council at their March 3, 2008 meeting.

The Pavement Management Master Plan identified twenty-five (25) areas that are in need of rehabilitation due to unacceptable conditions of the roadway. The suggested projects are anticipated to be completed over the next five (5) to ten (10) years. The City Council expressed in constructing six (6) million dollars worth of the Master Pavement Plan for Phase I.

FUNDING:

The City Council has decided to fund this project using Certificate of Obligation.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 2,174,660
Estimated Easement Costs	\$ -
Contingency @ 15.0%	\$ 666,000
Professional Services @ 14.5%	\$ 644,333
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Total Project Cost	\$ 3,485,000

**Excerpts from the Proposed 2010 – 2015
Capital Improvements Program**

Utility Services Projects

PROJECT NAME

SPONSOR DEPARTMENT

COH Raw Water System Buy-In

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: Ground Water Reduction Plan

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Purchase

PROJECT NUMBER: UW0501

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 \$4.2 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.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 3,500,000
Estimated Easement Costs	\$ -
Contingency @ 0.0%	\$ -
Professional Services @ 0.0%	\$ -
Total Project Cost	\$ 3,500,000

PROJECT NAME

SPONSOR DEPARTMENT

Lift Station #3 Replacement	Public Works
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COUNCIL GOAL: #2 Improve Infrastructure
 Planning Document: None
 TYPE: Utility
 SUBTYPE: Water Distribution Improvements

YEAR PLANNED: 2010
 PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

The improvement proposed is to construct a new lift station at a new 40 foot square easement near the existing site and remove the existing lift station. The new 40 foot square is easement was donated by the New Animal Clinic on the corner of FM 518 and Maryanne. All new controls and pumps will be installed.

JUSTIFICATION:

The existing lift station has outlived its life expectancy and accessibility to the existing site is very difficult. Continuous breakdowns of equipment and the integrity of the wet-well has surpassed the limit of replacement data. This is among one of the oldest lift stations in the City.

Projected Cost In: 2010			
Estimated Construction Cost		\$	525,000
Estimated Easement Costs		\$	-
Contingency @ 20.0%		\$	105,000
Professional Services @ 20.0%		\$	105,000
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	Total Project Cost	\$	735,000

PROJECT NAME

SPONSOR DEPARTMENT

Lift Station #6 Replacement

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

The improvement proposed is to construct a new lift station at the existing site and remove the existing lift station. All new controls and pumps will be installed.

JUSTIFICATION:

The existing lift station has outlived its life expectancy. Continuous breakdowns of equipment and the integrity of the wet-well has surpassed the limit of replacement data. This is among one of the oldest lift stations in the City.

Projected Cost In: 2010		
Estimated Construction Cost	\$	248,000
Estimated Easement Costs	\$	-
Contingency @ 20.0%	\$	50,000
Professional Services @ 23.4%	\$	58,000
Total Project Cost		\$ 356,000

PROJECT NAME

SPONSOR DEPARTMENT

**Second Elevated Water Storage Tank
Rehabilitation**

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

Projected Cost In: 2010		
Estimated Construction Cost	\$	250,000
Estimated Easement Costs	\$	-
Contingency @ 25.0%	\$	63,000
Professional Services @ 23.5%	\$	59,000
Total Project Cost		\$ 372,000

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Five Replacement

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements PROJECT NUMBER: UW0018

PROJECT DESCRIPTION:

This project will include the replacement of control room, chemical room, conversion of pumps, and ground storage tank. Extensive modifications or replacement to the elevated storage tank will be necessary. The elevated tank either should be raised or 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.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 2,386,240
Estimated Easement Costs	\$ -
Contingency @ 20.0%	\$ 733,000
Professional Services @ 14.8%	\$ 543,910
Total Project Cost	\$ 3,663,150

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Seven Replacement

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements PROJECT NUMBER: UW0026

PROJECT DESCRIPTION:

The project 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 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.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 1,030,430
Estimated Easement Costs	\$ -
Contingency @ 20.0%	\$ 325,200
Professional Services @ 16.6%	\$ 269,670
Total Project Cost	\$ 1,625,300

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Six Replacement

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements PROJECT NUMBER: UW0019

PROJECT DESCRIPTION:

The project will include the replacement of control room, chemical room, conversion of pumps, and half million-gallon ground storage tank. 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 thirty-two (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.

Projected Cost In: 2010		
Estimated Construction Cost		\$ 928,500
Estimated Easement Costs		\$ -
Contingency @ 20.0%		\$ 47,225
Professional Services @ 19.1%		\$ 177,020
Total Project Cost		\$ 1,152,750

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Two Replacement

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements PROJECT NUMBER: UW0017

PROJECT DESCRIPTION:

The replacement of Plant #2 will include the replacement of control room, chemical room, conversion of pumps and the replacement of the ground storage tank. 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.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 542,160
Estimated Easement Costs	\$ -
Contingency @ 20.0%	\$ 175,800
Professional Services @ 18.3%	\$ 161,040
Total Project Cost	\$ 879,000

2010-2014 CAPITAL IMPROVEMENTS PROGRAM
GENERAL OBLIGATION PROJECTS
BEYOND FIVE YEAR PLAN

Table 5

Projects in Alphabetical Order

Project	Fiscal YR Planned	2010 Dollars	Cost in 2015
Annalea/Kingspark/Whitehall Streets	2015	\$ 10,029,000	\$ 11,969,000
Annalea/Whitehall Drainage Improvements	2015	\$ 862,000	\$ 862,000
Briar Meadow Drive	2015	\$ 1,064,000	\$ 1,270,000
Brittany Bay Boulevard Phase I	2015	\$ 3,528,800	\$ 4,211,400
Brittany Bay Boulevard Phase II	2015	\$ 3,500,400	\$ 4,178,000
Civic Center Renovation	2015	\$ 436,000	\$ 517,000
F.M. 518 Drainage Improvements Phase II	2015	\$ 2,747,000	\$ 3,271,000
Falling Leaf Drive	2015	\$ 2,127,000	\$ 2,537,000
Fire Department Training Field Upgrades	2015	\$ 784,000	\$ 937,000
Fire Station #5	2015	\$ 1,795,000	\$ 2,146,000
Friendswood Link Road Ph II	2015	\$ 5,960,000	\$ 7,118,000
Friendswood Sports Park, Phase II	2015	\$ 5,273,000	\$ 6,419,000
Library Expansion	2015	\$ 5,571,000	\$ 6,649,000
Old City Park	2015	\$ 598,000	\$ 713,000
Parks Maintenance Building	2015	\$ 2,044,000	\$ 2,441,000
Public Safety Building, Phase II	2015	\$ 2,982,000	\$ 3,557,000
Public Works Building Renovation	2015	\$ 1,362,000	\$ 1,626,000
Records Retention Center	2015	\$ 466,000	\$ 553,000
San Joaquin Parkway Reconstruction	2015	\$ 565,000	\$ 735,000
Shadowbend Drainage Improvements	2015	\$ 416,000	\$ 416,000
Sunmeadow Drainage Improvements	2015	\$ 3,140,000	\$ 3,140,000
W. Edgewood (FM2351) Drainage Outfall	2015	\$ 2,018,000	\$ 2,464,000
Wedgewood & Forest Bend Subdivision	2015	\$ 18,905,000	\$ 29,910,000
West Spreading Oaks	2015	\$ 409,000	\$ 485,000
Woodlawn Ave. - FM 2351 to Shadowbend	2015	\$ 46,088,200	\$ 673,000
Total Obligation Fund Projects Beyond 5 Year Plan	Estimated	\$122,670,400	\$98,797,400

2010-2014 CAPITAL IMPROVEMENTS PROGRAM
WATER & SEWER REVENUE PROJECTS
BEYOND FIVE YEAR PLAN

Table 6
Projects in Alphabetical Order

Project	Fiscal YR Planned	2010 Dollars	Cost in 2015
Beamer Road Sanitary Sewer Future Phases	2015	\$ 3,049,000	\$ 3,642,000
Beamer Road Water Line Future Phases	2015	\$ 1,483,000	\$ 1,770,000
Blackhawk Treatment Plant Capacity	2015	\$ 8,395,000	\$ 10,019,000
El Dorado/Lundy Lane Sanitary Sewer	2015	\$ 2,838,000	\$ 3,385,000
FM 528 - Falcon Ridge to Windsong Sanitary Sewer	2015	\$ 706,000	\$ 842,000
FM 528 - Lundy Lane to Tower Estates Sanitary Sewer	2015	\$ 1,109,000	\$ 1,325,000
San Joaquin Estates Water Line Replacement	2015	\$ 1,423,000	\$ 1,697,000
South Friendswood Service Area Water Loop	2015	\$ 715,000	\$ 851,000
Viejo Drive (E & W) Water Line Loop	2015	\$ 1,152,236	\$ 1,376,000
Water Distribution Replacement and Upgrades 5 Year Plan	2015	\$ 4,000,000	\$ 5,000,000
Water Distribution Replacement and Upgrades Beyond 5 Year Plan	2015	\$ 5,000,000	\$ 5,000,000
Water Plant Number Four Rehabilitation	2015	\$ 155,000	\$ 185,000
Water Plant Number One Rehabilitation	2015	\$ 300,000	\$ 357,000
Water Plant Number Three Rehabilitation	2015	\$ 155,000	\$ 185,000
Windsong Sanitary Sewer	2015	\$ 2,152,000	\$ 2,568,000
Total Water & Sewer Projects Beyond 5 Year Plan	Estimated	\$32,632,236	\$38,202,000

Summary of Debt Service Funds

	FY 09 Actual	FY 10 Original Budget	FY 10 Amended Budget	FY 10 YTD 6/30/10	FY 10 Year End Estimate	FY 11 Adopted Budget
General Obligation Bonds	\$1,290,243	\$1,523,678	\$1,523,678	\$972,427	\$1,284,084	\$1,281,806
Certificates of Obligations	\$0	\$0	\$0	\$0	\$0	\$0
Refunding Bonds	\$380,988	\$1,222,509	\$1,222,509	\$1,151,468	\$1,222,509	\$1,041,197
Revenue Bonds	\$1,405,935	\$1,826,528	\$1,826,528	\$1,017,269	\$1,826,528	\$2,307,593
Other Tax Debt	\$109,646	\$143,217	\$143,217	\$109,646	\$117,378	\$250,705
Total	\$3,186,812	\$4,715,932	\$4,715,932	\$3,250,810	\$4,450,499	\$4,881,301

Debt Service Funds Overview

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

The City plans to issue GO Bonds, authorized by voters in 2003, in the 1st quarter of 2010-11. Any interest payments due in 2010-11 will be funded from fund balance.

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 year's adopted budget reflects an estimated debt service rate of \$0.0653 per \$100 of net assessed value at 100% collection; which will yield approximately \$1,525,719; on an estimated net assessed tax based of \$2,336,118,472.

The total estimated general obligation tax debt presented in this year's adopted budget is \$21,269,820. This amount is less than the debt limit of \$31,537,600 stipulated by the Texas Attorney General's Office and the Home Rule Cities debt limit of \$58,402.963 based on the City's estimated net assessed tax base.

Tax Debt Service Fund

	FY 09 Actual	FY 10 Original Budget	FY 10 Amended Budget	FY 10 YTD 6/30/10	FY 10 Year End Estimate	FY 11 Adopted Budget
General Obligation Bonds						
Principal	\$620,000	\$645,000	\$645,000	\$645,000	\$645,000	\$675,000
Interest	670,243	878,678	878,678	327,427	639,084	606,806
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
Total	\$1,290,243	\$1,523,678	\$1,523,678	\$972,427	\$1,284,084	\$1,281,806
Revenue Bonds						
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
Total	\$0	\$0	\$0	\$0	\$0	\$0
Refunding Bonds						
Principal	\$0	\$865,000	\$865,000	\$865,000	\$865,000	\$0
Interest	0	18,922	18,922	18,922	18,922	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	600	600	600	300	600	600
Total	\$600	\$884,522	\$884,522	\$884,222	\$884,522	\$600
Other Tax Debt						
Principal	\$96,676	\$121,456	\$121,456	\$91,469	\$91,469	\$209,599
Interest	12,970	21,761	21,761	18,177	25,909	41,106
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
Total	\$109,646	\$143,217	\$143,217	\$109,646	\$117,378	\$250,705
Certificates of Obligation						
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
Total	\$0	\$0	\$0	\$0	\$0	\$0
Total Tax Debt Service Fund	\$1,400,489	\$2,551,417	\$2,551,417	\$1,966,295	\$2,285,984	\$1,533,111

**Debt Service
Tax Debt Service Fund
Account Listing**

	FY 09 Actual	FY 10 Original Budget	FY 10 Amended Budget	FY 10 YTD 6/30/10	FY 10 Year End Estimate	FY 11 Adopted Budget
93-11 PRINCIPAL -2003 GO BONDS	\$325,000	\$295,000	\$295,000	\$295,000	\$295,000	\$310,000
93-12 PRINCIPAL- 2005 GO BONDS	295,000	350,000	350,000	350,000	350,000	365,000
96-65 PRINCIPAL- 05 REFUND BONDS		865,000	865,000	865,000	865,000	0
BOND AND GO PRINCIPAL	\$620,000	\$1,510,000	\$1,510,000	\$1,510,000	\$1,510,000	\$675,000
93-70 PRINCIPAL - 10 COMPUTER REFRESH	\$0	\$0	\$0	\$0	\$0	\$95,163
93-71 PRINCIPAL - 10 SENIOR PROGRAM BUS	0	0	0	0	0	\$26,690
93-96 PRINCIPAL - 08 FIRE TRUCK	58,658	56,140	56,140	55,260	55,260	50,051
93-97 PRINCIPAL - 09 GRADALL	38,018	38,005	38,005	36,208	36,208	33,550
93-99 PRINCIPAL - CTY PHONE UPGRADE	0	27,311	27,311	0	0	0
OTHER DEBT PRINCIPAL	\$96,676	\$121,456	\$121,456	\$91,469	\$91,469	\$205,454
93-11 INTEREST-2003 GO BONDS	\$347,545	\$330,495	\$330,495	\$169,304	\$330,495	\$313,858
93-12 INTEREST-2005 GO BONDS	322,698	308,589	308,589	158,123	308,589	292,948
93-13 INTEREST-2009 GO BONDS	0	239,594	239,594	0	0	0
93-65 INTEREST-05 REFUND BONDS	0	18,922	18,922	18,922	18,922	0
BOND AND GO INTEREST	\$670,243	\$897,600	\$897,600	\$346,348	\$658,006	\$606,806
93-70 INTEREST - 10 COMPUTER REFRESH	\$0	\$0	\$0	\$0	\$0	\$15,000
93-71 INTEREST - 10 SENIOR PROGRAM BUS	0	0	0	0	0	4,207
93-96 INTEREST - 08 FIRE TRUCK	8,253	10,772	10,772	11,651	19,383	16,860
93-97 INTEREST - 09 GRADALL	4,717	8,190	8,190	6,526	6,526	9,184
93-99 INTEREST - CTY PHONE UPGRADE	0	2,799	2,799	0	0	0
OTHER DEBT INTEREST	\$12,970	\$21,761	\$21,761	\$18,177	\$25,909	\$45,251
93-11 FISCAL FEES-03 GO BONDS	\$0	\$300	\$300	\$0	\$300	\$300
93-12 FISCAL FEES-05 GO BONDS	300	300	300	300	300	300
93-48 FISCAL FEES-03 GO BONDS	300	0	0	0	0	0
FISCAL AGENT FEES	\$600	\$600	\$600	\$300	\$600	\$600
ISSUE COSTS	\$0	\$0	\$0	\$0	\$0	\$0
Total for TAX DEBT SERVICE FUND	\$1,400,489	\$2,551,417	\$2,551,417	\$1,966,294	\$2,285,984	\$1,533,111

Tax Debt Service Fund
Summary Schedule of Tax Debt Service to Maturity

YEAR	PRINCIPAL	INTEREST	TOTAL
2011	884,599	647,912	1,532,511
2012	925,042	606,981	1,532,023
2013	954,288	567,581	1,521,869
2014	856,456	526,420	1,382,875
2015	848,751	490,228	1,338,979
2016	815,000	454,347	1,269,347
2017	850,000	419,808	1,269,808
2018	885,000	383,286	1,268,286
2019	920,000	345,673	1,265,673
2020	960,000	306,828	1,266,828
2021	1,000,000	265,828	1,265,828
2022	1,045,000	222,745	1,267,745
2023	1,100,000	177,298	1,277,298
2024	1,140,000	129,514	1,269,514
2025	1,195,000	79,401	1,274,401
2026	1,240,000	26,836	1,266,836
TOTAL	15,619,136	\$5,650,684	\$21,269,820

Schedule of 2003 Permanent Improvement Bonds

YEAR	PRINCIPAL	INTEREST	TOTAL
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
TOTAL	\$7,730,000	\$2,995,871	\$10,725,871

Tax Debt Service Fund
Schedule of 2005 General Obligation Bonds
By Maturity Date

YEAR	PRINCIPAL	INTEREST	TOTAL
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
TOTAL	\$7,070,000	\$2,551,991	\$9,621,991

Estimated Obligations Under Capital Leases

YEAR	PRINCIPAL	INTEREST	TOTAL
2011	209,599	41,107	250,706
2012	220,042	30,663	250,705
2013	224,288	19,700	243,988
2014	101,456	8,191	109,646
2015	63,751	3,161	66,912
TOTAL	\$819,136	\$102,821	\$921,958

Water and Sewer Debt Service Fund

	FY 09 Actual	FY 10 Original Budget	FY 10 Amended Budget	FY 10 YTD 6/30/10	FY 10 Year End Estimate	FY 11 Adopted Budget
Revenue Bonds						
Principal	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$705,000
Interest	1,243,135	1,664,028	1,664,028	855,969	1,664,028	1,600,093
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	2,800	2,500	2,500	1,300	2,500	2,500
Total	\$1,405,935	\$1,826,528	\$1,826,528	\$1,017,269	\$1,826,528	\$2,307,593
Refunding Bonds						
Principal	\$55,000	\$105,000	\$105,000	\$105,000	\$105,000	\$735,000
Interest	325,388	231,987	231,987	162,246	231,987	304,597
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	1,000	1,000	0	1,000	1,000
Total	\$380,388	\$337,987	\$337,987	\$267,246	\$337,987	\$1,040,597
Other Tax Debt						
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
Total	\$0	\$0	\$0	\$0	\$0	\$0
Certificates of Obligation						
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
Total	\$0	\$0	\$0	\$0	\$0	\$0
Total Water and Sewer Debt Service Fund	\$1,786,323	\$2,164,515	\$2,164,515	\$1,284,515	\$2,164,515	\$3,348,190

**Debt Service
Water and Sewer Fund
Account Listing**

	FY 09 Actual	FY 10 Original Budget	FY 10 Amended Budget	FY 10 YTD 6/30/10	FY 10 Year End Estimate	FY 11 Adopted Budget
92-23 PRINCIPAL-95 CO	\$0	\$0	\$0	\$0	\$0	\$0
93-43 PRINCIPAL-99 W/S BONDS	50,000	50,000	50,000	50,000	50,000	0
93-44 PRINCIPAL-00 W/S BONDS	60,000	60,000	60,000	60,000	60,000	0
93-45 PRINCIPAL-01 W/S BONDS	50,000	50,000	50,000	50,000	50,000	400,000
93-53 PRINCIPAL-09 W/S BONDS	0	0	0	0	0	305,000
93-66 PRINCIPAL-06 REFUND BONDS	55,000	105,000	105,000	105,000	105,000	735,000
BOND PRINCIPAL	\$215,000	\$265,000	\$265,000	\$265,000	\$265,000	\$1,440,000
93-23 INTEREST-95 CO	\$0	\$0	\$0	\$0	\$0	\$0
93-43 INTEREST-99 W/S BONDS	3,304	0	0	0	0	0
93-44 INTEREST-00 W/S BONDS	7,487	1,950	1,950	1,950	1,950	0
93-45 INTEREST-01 W/S BONDS	297,157	291,278	291,278	146,451	291,278	276,953
93-49 INTEREST-06 W/S BONDS	799,989	790,875	790,875	395,301	790,875	790,875
93-50 INTEREST-05 W/S BONDS	52,783					
93-53 INTEREST-09 W/S BONDS	82,416	579,925	579,925	312,267	579,925	532,265
93-66 INTEREST-06 REFUND BONDS	325,388	231,987	231,987	162,246	231,987	304,597
BOND INTEREST	\$1,568,523	\$1,896,015	\$1,896,015	\$1,018,215	\$1,896,015	\$1,904,690
93-44 FISCAL FEES-00 W/S BONDS	\$1,000	\$1,000	\$1,000	\$0	\$1,000	\$1,000
93-45 FISCAL FEES-01 W/S	1,000	1,000	1,000	1,000	1,000	1,000
93-49 FISCAL FEES-06 W/S	300	500	500	300	500	500
93-53 FISCAL FEES-09 W/S BONDS	500					
93-64 FISCAL FEES-02 W/S REFUND	0	1,000	1,000	0	1,000	1,000
FISCAL AGENT FEES	\$2,800	\$3,500	\$3,500	\$1,300	\$3,500	\$3,500
ISSUE COSTS	\$0	\$0	\$0	\$0	\$0	\$0
Total for W/S DEBT FUND	\$1,786,323	\$2,164,515	\$2,164,515	\$1,284,515	\$2,164,515	\$3,348,190

WATER AND WASTEWATER REVENUE DEBT SERVICE

SUMMARY SCHEDULE OF REVENUE DEBT SERVICE TO MATURITY

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2011	1,285,650	154,350	1,545,324	359,365	2,830,974	513,715	3,344,689
2012	1,336,200	163,800	1,491,584	352,804	2,827,784	516,604	3,344,388
2013	1,392,000	168,000	1,437,396	345,960	2,829,396	513,960	3,343,356
2014	1,449,650	175,350	1,378,915	338,879	2,828,565	514,229	3,342,793
2015	1,514,400	180,600	1,317,224	331,650	2,831,624	512,250	3,343,874
2016	1,579,150	185,850	1,252,024	324,321	2,831,174	510,171	3,341,345
2017	1,650,750	194,250	1,182,354	316,622	2,833,104	510,872	3,343,976
2018	1,722,350	202,650	1,108,676	308,460	2,831,026	511,110	3,342,136
2019	1,801,050	208,950	1,030,774	299,840	2,831,824	508,790	3,340,614
2020	1,715,000	390,000	949,665	285,650	2,664,665	675,650	3,340,315
2021	1,800,000	410,000	864,926	265,650	2,664,926	675,650	3,340,576
2022	1,280,000	480,000	790,702	243,400	2,070,702	723,400	2,794,102
2023	1,340,000	505,000	728,034	218,775	2,068,034	723,775	2,791,809
2024	1,410,000	530,000	661,931	192,900	2,071,931	722,900	2,794,831
2025	1,475,000	560,000	592,186	165,650	2,067,186	725,650	2,792,836
2026	1,550,000	585,000	521,163	138,488	2,071,163	723,488	2,794,651
2027	1,620,000	615,000	446,173	109,950	2,066,173	724,950	2,791,123
2028	1,705,000	645,000	364,405	78,450	2,069,405	723,450	2,792,855
2029	1,790,000	675,000	280,488	47,138	2,070,488	722,138	2,792,625
2030	1,870,000	710,000	194,788	15,975	2,064,788	725,975	2,790,763
2031	700,000	-	133,500	-	833,500	-	833,500
2032	735,000	-	97,625	-	832,625	-	832,625
2033	775,000	-	59,875	-	834,875	-	834,875
2034	810,000	-	20,250	-	830,250	-	830,250
TOTAL	\$ 34,306,200	\$ 7,738,800	\$ 18,449,980	\$ 4,739,925	\$ 52,756,180	\$ 12,478,725	\$ 65,234,905

**SCHEDULE OF 2001 WATERWORKS AND WASTEWATER SYSTEM
REVENUE BONDS BY MATURITY DATE**

YEAR	100% WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
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
2022	-	-	-	-	-	-	-
TOTAL	\$ 5,800,000	\$ -	\$ 1,741,989	\$ -	\$ 7,541,989	\$ -	\$ 7,541,989

WATER AND WASTEWATER REVENUE DEBT SERVICE

SCHEDULE OF 2006 WATER & WASTEWATER BONDS BY MATURITY DATE

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
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
TOTAL	\$ 10,240,000	\$ 6,105,000	\$ 7,414,388	\$ 4,420,625	\$ 17,654,388	\$ 10,525,625	\$ 28,180,013

SCHEDULE OF 2006 REFUND BONDS BY MATURITY DATE

YEAR	79% WATER PRINCIPAL	21% WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
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
TOTAL	\$ 6,146,200	\$ 1,633,800	\$ 1,201,178	\$ 319,300	\$ 7,347,378	\$ 1,953,100	\$ 9,300,478

WATER AND WASTEWATER REVENUE DEBT SERVICE

ESTIMATED SCHEDULE OF 2009 WATERWORKS & WASTEWATER BONDS

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2011	305,000	-	532,265	-	837,265	-	837,265
2012	310,000	-	525,340	-	835,340	-	835,340
2013	320,000	-	516,666	-	836,666	-	836,666
2014	330,000	-	506,090	-	836,090	-	836,090
2015	345,000	-	494,278	-	839,278	-	839,278
2016	355,000	-	481,140	-	836,140	-	836,140
2017	370,000	-	466,640	-	836,640	-	836,640
2018	380,000	-	451,640	-	831,640	-	831,640
2019	400,000	-	436,040	-	836,040	-	836,040
2020	410,000	-	419,635	-	829,635	-	829,635
2021	435,000	-	401,986	-	836,986	-	836,986
2022	475,000	-	382,352	-	857,352	-	857,352
2023	490,000	-	361,059	-	851,059	-	851,059
2024	520,000	-	338,456	-	858,456	-	858,456
2025	540,000	-	314,336	-	854,336	-	854,336
2026	565,000	-	288,851	-	853,851	-	853,851
2027	590,000	-	261,773	-	851,773	-	851,773
2028	620,000	-	232,880	-	852,880	-	852,880
2029	655,000	-	201,625	-	856,625	-	856,625
2030	685,000	-	168,125	-	853,125	-	853,125
2031	700,000	-	133,500	-	833,500	-	833,500
2032	735,000	-	97,625	-	832,625	-	832,625
2033	775,000	-	59,875	-	834,875	-	834,875
2034	810,000	-	20,250	-	830,250	-	830,250
TOTAL	\$ 12,120,000	\$ -	\$ 8,092,426	\$ -	\$ 20,212,426	\$ -	\$ 20,212,426

Appendix A
Budget and Tax Ordinances

(Title: An ordinance adopting the City of Friendswood, Texas, General Budget for the Fiscal Year 2010/2011.)

ORDINANCE NO. 2010-28

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF FRIENDSWOOD, TEXAS, GENERAL BUDGET FOR THE FISCAL YEAR 2010/2011; 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 30, 2010, the City Manager presented to the City Council a proposed Budget of the expenditures of the City of Friendswood for the fiscal year 2010/2011, 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 2010/2011 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 2010/2011,” and to keep such Budget on file in the City Secretary’s Office as a public record.

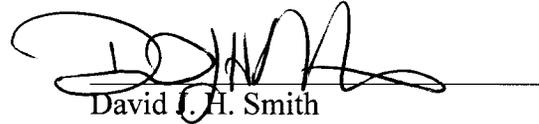
Section 3. In support of said Budget and by virtue of the adoption thereof, there are hereby appropriated out of available cash funds and out of the general and special revenues of the City that will be received in the treasury during the fiscal year 2010/2011, the amounts set forth in said approved 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;

Beginning Fund Balance, 10/01/2010	\$27,841,237
Total Revenues	<u>\$37,453,820</u>
Total Resources Available for Appropriation	\$65,295,057
Total Expenditures and Other Financing Uses	<u>\$41,862,592</u>
Ending Fund Balance, 9/30/2011	<u>\$23,432,465</u>

Section 4. 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.

PASSED, APPROVED, AND ADOPTED on first and final reading this 4th day of October, 2010



David J. H. Smith
Mayor

ATTEST:


Melinda Welsh, TRMC
City Secretary

(Title: An ordinance providing for the levy and collection of ad valorem taxes of the City of Friendswood, Texas, for the year 2010.)

ORDINANCE NO. 2010-29

AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF FRIENDSWOOD, TEXAS, FOR THE YEAR 2010; 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 60th 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 \$.0653 for debt service and a tax rate of \$.5198 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 4th day of October, 2010,

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 2010, to fund the City's fiscal year 2010-2011 municipal budget, an ad valorem tax at the total rate of \$.5851 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, \$.5198 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2010-2011. **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, \$.0653 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 2010-2011.

Section 5. All ad valorem taxes levied hereby, in the total amount of \$.5851 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, 2011. All ad valorem taxes due the City of

Friendswood, Texas, and not paid on or before January 31st 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 4th day of October, 2010.


David J. H. Smith
Mayor

ATTEST:


Melinda Welsh, TRMC
City Secretary



Appendix B
Personnel Schedule

**Personnel By Department
Three Year Comparison**

	FY09 Budget	FY10 Budget	FY11 Base Budget	FY11 FAW/DP	FY11 Adopted Budget
Administration	5.00	4.50	4.50	0.00	4.50
Economic Development	1.00	1.00	1.00	0.00	1.00
Total City Manager	6.00	5.50	5.50	0.00	5.50
Municipal Clerk	3.20	3.20	3.20	0.00	3.20
Records Management	2.00	2.00	2.00	0.00	2.00
Total City Secretary	5.20	5.20	5.20	0.00	5.20
Finance - General Fund	8.50	8.50	8.50	0.00	8.50
Finance - Water and Sewer Fund	3.00	3.00	3.00	0.00	3.00
Municipal Court	7.70	7.70	7.70	0.00	7.70
Human Resources	4.00	4.00	4.00	0.00	4.00
Risk Management - General Fund	1.00	1.00	1.00	0.00	1.00
Risk Management - Water and Sewer Fund	0.00	0.00	0.00	0.00	0.00
Information Technology	3.00	3.00	3.00	0.00	3.00
Total Administrative Services	27.20	27.20	27.20	0.00	27.20
Administration	5.00	5.00	5.00	0.00	5.00
Communications	13.60	13.60	13.60	0.00	13.60
Patrol	44.80	43.80	43.80	1.00	44.80
DOT Patrol	1.00	1.00	1.00	0.00	1.00
Criminal Investigations	11.00	12.00	12.00	0.00	12.00
Animal Control	4.00	4.00	4.00	0.00	4.00
Total Police	79.40	79.40	79.40	1.00	80.40
Administration	4.80	4.80	4.80	0.00	4.80
Emergency Management	1.30	1.30	1.30	0.00	1.30
Total Fire Marshal	6.10	6.10	6.10	0.00	6.10
Fire City Administration	0.00	0.00	0.00	0.00	0.00
Total FVFD	0.00	0.00	0.00	0.00	0.00
Administration	3.00	3.00	3.00	0.00	3.00
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	1.00	1.00	1.00	0.00	1.00
Inspection	5.70	5.70	5.70	0.00	5.70
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	2.00	2.00	2.00	0.00	2.00
Total Community Development	17.70	17.70	17.70	0.00	17.70
Administration - General Fund	2.00	2.00	2.00	0.00	2.00
Administration - Water and Sewer Fund	1.00	1.00	1.00	0.00	1.00
Street Operations	8.00	8.00	8.00	0.00	8.00
Drainage Operations	7.00	6.00	6.00	0.00	6.00
Water Operations	10.30	10.30	10.30	0.00	10.30
Sewer Operations	8.00	9.00	9.00	0.00	9.00
Utility Customer Service	2.00	2.00	2.00	0.00	2.00
Total Public Works	38.30	38.30	38.30	0.00	38.30
Administration	14.50	14.72	14.72	0.00	14.72
Total Library	14.50	14.72	14.72	0.00	14.72
Administration	2.00	3.00	3.00	0.00	3.00
Parks Operations	8.00	8.00	8.00	0.00	8.00
Recreation Programs	7.70	7.95	7.95	0.00	7.95
Facility Operations	0.00	0.00	0.00	0.00	0.00
Total Community Services	17.70	18.95	18.95	0.00	18.95
Total Personnel	212.10	213.07	213.07	1.00	214.07

Appendix C
Decision Packages and Forces at Work

Decision Packages Included in the FY11
Adopted Budget

**FY 2010-11 DECISION PACKAGES
(included in the Adopted Budget)**

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
PD-Admin	Fuel	\$0	\$2,500	\$2,500	\$0	\$2,500
PD-Patrol	Fuel	\$0	\$10,000	\$10,000	\$0	\$10,000
PD-CID	Fuel	\$0	\$4,000	\$4,000	\$0	\$4,000
FMO-EM	Fuel	\$0	\$2,500	\$2,500	\$0	\$2,500
PW-Streets	Fuel	\$0	\$6,000	\$6,000	\$0	\$6,000
Mayor & Council	Legal Services	\$0	\$50,000	\$50,000	\$0	\$50,000
Forces at Work Total		\$0	\$75,000	\$75,000	\$0	\$75,000
PD-Comm	Dispatch Overtime Services (Forest Bend VFD Funded)	\$12,000	\$0	\$12,000	\$12,000	\$0
CS-Recreation Pgr	Summer Day Camp Cost Increase	\$0	\$7,800	\$7,800	\$7,800	\$0
Grant/Other Source Funding		\$12,000	\$7,800	\$19,800	\$19,800	\$0
CS-Facility Ops	Activity Building Floor Repair	\$35,200	\$0	\$35,200	\$0	\$35,200
CS-Facility Ops	City Hall Window Repairs	\$37,000	\$0	\$37,000	\$0	\$37,000
CS-Facility Ops	Library Parking Lot Imprv. (Library Bd Reserves)	\$25,000	\$0	\$25,000	\$0	\$25,000
CS-Parks	Park Mower	\$6,000	\$0	\$6,000	\$0	\$6,000
PW-Streets	Street Maintenance Program	\$100,000	\$0	\$100,000	\$0	\$100,000
Undesignated General Fund Balance		\$203,200	\$0	\$203,200	\$0	\$203,200
Citywide	Employee Merit	\$0	\$135,000	\$135,000	\$0	\$135,000
ASO-Court	Teen Court	\$1,500	\$13,000	\$14,500	\$0	\$14,500
CSO-Muni Clerk	Municipal Clerk Consultant Contract	\$12,000	\$0	\$12,000	\$0	\$12,000
PD-Patrol	Mid-Year Peace Officer	\$6,400	\$49,880	\$56,280	\$0	\$56,280
FVFD	Firefighter / EMS Pay Increase	\$0	\$9,804	\$9,804	\$0	\$9,804
FVFD	Shift Stipends for Volunteer Medics	\$0	\$21,600	\$21,600	\$0	\$21,600
CS-Facility Ops	Facility and Equipment Maintenance Contingency	\$0	\$20,000	\$20,000	\$0	\$20,000
Decision Package Total		\$19,900	\$249,284	\$269,184	\$0	\$269,184
GENERAL FUND TOTAL		\$235,100	\$332,084	\$567,184	\$19,800	\$547,384

PARK LAND DEDICATION FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	REVENUE SOURCES	NET TOTAL
CS-Stevenson Park	Playground Equipment - Phase V	\$50,000	\$0	\$50,000	\$0	\$50,000
PARK LAND DEDICATION FUND TOTAL		\$50,000	\$0	\$50,000	\$0	\$50,000

TAX DEBT SERVICE FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	REVENUE SOURCES	NET TOTAL
ASO-IT	Computer Equipment Refresh (3 year capital lease)	\$0	\$110,250	\$110,250	\$0	\$110,250
CS-Sr. Programs	Bus (3 year capital lease)	\$0	\$29,449	\$29,449	\$0	\$29,449
TAX DEBT SERVICE FUND		\$0	\$139,699	\$139,699	\$0	\$139,699

WATER & SEWER FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	REVENUE SOURCES	NET TOTAL
Citywide	Employee Merit	\$0	\$14,995	\$14,995	\$0	\$14,995
WATER & SEWER FUND		\$0	\$14,995	\$14,995	\$0	\$14,995

Decision Packages Not Included in the FY11
Adopted Budget

**FY 2010-11 DECISION PACKAGES
(not included in the Adopted Budget)**

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE	NET
					REVENUE SOURCES	TOTAL
CS-Facility Ops	Library A/C Units (3)	\$30,000	\$0	\$30,000	\$30,000	\$0
PW-Drainage	Mowing Tractor	\$35,000	\$0	\$35,000	\$0	\$35,000
FM-EM	Advanced funding for EMPG	\$0	\$51,423	\$51,423	\$0	\$51,423
ASO-Court	Warrant Round-up	\$0	\$11,500	\$11,500	\$0	\$11,500
CS-Recreation Pgr	Portable PA System	\$3,800	\$0	\$3,800	\$0	\$3,800
PD-Patrol	Patrol Overtime	\$0	\$20,000	\$20,000	\$0	\$20,000
PD-Patrol	New Patrol Officer	\$6,400	\$91,770	\$98,170	\$0	\$98,170
Library	Children's Library Assoc. Benefits (.72 to .75 FTE)	\$0	\$11,484	\$11,484	\$0	\$11,484
FVFD	Increase Medical & Vehicle Supply Costs	\$0	\$10,000	\$10,000	\$0	\$10,000
CMO-Admin	Citizen Survey	\$12,000	\$0	\$12,000	\$0	\$12,000
FVFD	Increase Vehicle Maintenance Costs	\$0	\$9,000	\$9,000	\$0	\$9,000
FVFD	Increase Volunteer Fireman's Pension Fund Contrib.	\$0	\$14,400	\$14,400	\$0	\$14,400
FVFD	Increase Firefighter Training Funds	\$0	\$7,000	\$7,000	\$0	\$7,000
FVFD	Fire Station #5 Design Engineering	\$300,000	\$0	\$300,000	\$0	\$300,000
Unfunded Decision Packages Total (General Fund)		\$387,200	\$226,577	\$613,777	\$30,000	\$583,777

Appendix D Revenue Schedule

**Revenue Schedule
General Fund (001)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Current Property Taxes	11,548,592	11,350,481	11,350,481	11,606,629	11,525,481	12,142,920
Delinquent Property Taxes	161,552	249,431	249,431	0	174,431	100,000
P&I Property Taxes	171,662	0	0	0	0	0
Sales Tax	3,871,995	3,923,944	3,923,944	2,108,110	3,748,428	3,748,428
TNMPCO Franchise	471,702	463,100	463,100	198,458	480,583	480,583
Centerpoint (HL&P) Franchise	134,937	132,900	132,900	66,711	144,457	144,457
Municipal Row Access Fee	179,472	181,400	181,400	100,989	187,970	187,970
Entex Franchise	127,342	127,340	127,340	116,011	116,011	116,011
TCI/AOL	292,202	307,700	307,700	147,341	296,562	296,562
Video Service Franchise	115,267	94,600	94,600	75,750	133,821	133,821
PEG Channel Franchise Fee	0	0	0	22,393	22,393	0
IESI Franchise	42,300	43,400	43,400	34,284	45,338	45,338
Mixed Drink Tax	28,859	24,750	24,750	18,960	27,370	28,859
Taxes	\$17,145,882	\$16,899,046	\$16,899,046	\$14,495,636	\$16,902,845	\$17,424,949
Wrecker Permits	60	0	0	0	0	0
Alcoholic Beverage Permit	5,098	6,000	6,000	3,158	4,385	4,385
Peddler Permits	0	0	0	0	0	0
Noise Ordinance Permit	210	275	275	110	135	135
Animal Establishment Permit	60	0	0	10	15	15
License Agree-Sheer Pleas	0	600	600	0	0	0
Pipeline Permits	300	0	0	300	450	450
Building Permits	202,820	120,655	120,655	186,238	248,969	227,932
Electric Permits	26,107	15,230	15,230	22,297	32,045	34,134
Plumbing Permits	20,778	12,468	12,468	18,800	25,506	27,454
Air Conditioning Permits	15,539	7,652	7,652	12,676	19,075	18,032
Plan Inspection Fees	92,379	63,339	63,339	88,850	113,398	137,622
Re Inspection Fees	600	187	187	575	737	473
Sign Permits	2,515	2,900	2,900	1,720	2,310	2,310
Alarm Permits	41,871	36,000	36,000	29,478	36,015	36,720
Banner Permit Fee	575	500	500	500	750	750
Animal Licenses	2,558	3,000	3,000	1,641	2,247	2,247
Electrical Licenses	8,375	7,700	7,700	220	330	330
Contractor's Licenses	11,000	0	0	0	0	0
Metricom Agreement	3,233	0	0	3,233	3,233	3,233
Licenses and Permits	\$434,078	\$276,506	\$276,506	\$369,806	\$489,600	\$496,222
FBI Grants	12,661	26,000	26,000	8,839	11,147	5,100
Bureau of Justice Grants	6,923	18,550	38,398	28,494	28,494	15,768
FEMA Grants	5,341,238	0	0	0	0	0
Homeland Security Grants	0	0	110,438	117,111	117,111	0
TX State Library Grants	13,124	0	17,095	17,095	17,095	0
Criminal Justice Division	41,581	50,000	50,000	169,997	169,997	42,500
Law Enforcement Training	5,375	4,505	5,347	5,226	5,226	3,829
Emergency Mgmt Division	51,423	0	0	0	0	0
TXDoT Grants	33,206	0	0	34,014	34,014	0
Hazard Mitigation Grant	0	0	49,737	49,737	49,737	0
Local Governments	0	0	2,000	2,000	2,000	0
Local Governments - Harris Co.	0	0	7,500	7,500	7,500	0
Local Governments - Galv. Co.	0	0	1,500,000	561,202	1,500,000	0
FVFD	0	0	0	0	0	0
Bayou Vista	0	0	0	1,369	1,369	0
Friendswood ISD	81,639	48,681	50,331	60,300	71,125	44,056
Forest Bend VFD	0	0	0	0	0	12,000
Galveston Co Consol DD	177,940	0	0	0	0	0
Clear Creek ISD	14,397	14,397	14,397	15,657	15,657	12,669
Local - Wal-Mart	1,000	0	0	0	0	0
Intergovernmental Revenue	\$5,780,507	\$162,133	\$1,871,243	\$1,078,541	\$2,030,472	\$135,922
Platt Fees	14,200	11,400	11,400	16,500	21,003	21,003
Rezoning Fees	3,300	1,000	1,000	1,200	450	450
Board of Adjustment Fees	100	250	250	100	150	150
Zoning Compliance Cert	1,688	1,007	1,007	3,273	3,395	3,395
Bid Spec Documents	4,910	1,465	1,465	900	900	120
Animal Cntrl/Shelter Fees	8,685	5,638	5,638	5,441	7,445	7,444
Tabulation Services	0	2,410	2,410	0	0	0
Mowing Services	0	833	833	0	0	0
Swimming Pool Fees	18,561	15,785	15,785	7,311	18,527	18,530
Sports Complex Fees	18,984	17,090	17,090	19,224	16,674	16,670
Old City Park Fees	575	550	550	500	508	510

**Revenue Schedule
General Fund (001)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Stevenson Park Fees	0	500	500	0	0	0
Pavilion Fees	4,826	2,650	2,650	3,606	3,317	3,320
Gazebo Fees	1,225	1,000	1,000	750	1,038	1,040
Leavesley Park Fees	19,604	21,400	21,400	15,387	19,064	19,060
Activity Building Fee	0	1,750	1,750	0	0	0
Non-Res Activity Bld'g Fee	0	0	0	1,425	1,425	1,350
City Adm Fee-Rec Programs	40	200	200	0	0	0
League Fees-Adult Sftball	26,988	20,030	20,030	19,730	18,412	19,270
Summer Day Camp	58,007	60,890	60,890	42,012	64,070	71,870
Aerobic Class Fees	1,562	2,730	2,730	1,483	2,120	2,120
Library Use Fees	0	0	0	0	0	0
Other Program Fees	2,531	3,000	3,000	4,131	3,659	3,660
July 1 Booth Fee	2,910	1,600	1,600	2,400	2,333	2,330
Fun Run Receipts/Donations	9,635	13,000	13,000	11,382	10,382	10,380
Lifeguard Cert Fees	0	350	350	0	0	0
July 4th Sponsorship	400	3,000	3,000	0	3,000	3,000
Charges for Services	\$198,731	\$189,528	\$189,528	\$156,755	\$197,872	\$205,672
Court Fines and Fees	4	0	0	8	0	0
Court Fines and Fees	804,201	765,991	765,991	560,044	754,100	742,285
Court Adm Fee (DDC)	13,160	11,510	11,510	9,155	12,351	12,166
Warrntless Arrest (AF)	28,648	26,961	26,961	19,390	25,859	25,471
Court Warntlss Arrst Fee (CAP)	93,059	100,002	100,002	69,399	94,362	92,947
Child Safety Fee	2,838	2,982	2,982	7,725	10,736	10,574
Court Traffic Fee (TFC)	11,756	11,030	11,030	7,899	10,578	10,419
Court Traffic Fee (LEOCE)	3	4	4	0	0	0
Security Fee	0	40	40	0	0	0
Harris Co. Child Safety	8,798	8,635	8,635	6,517	8,712	8,581
Court Adm Fees	3,013	3,168	3,168	2,160	2,934	2,890
Court 10% TP	4,542	4,597	4,597	3,218	4,376	4,310
Court 40% TP	18,141	18,352	18,352	12,840	17,462	17,200
Jury Fee \$3	6	4	4	3	5	4
Technology Fund	0	56	56	0	0	0
State Traffic	5,792	5,390	5,390	3,961	5,298	5,219
City's 10% CJF	0	0	0	11	15	15
Cons Court Cost	39,179	43,700	43,700	27,656	41,484	40,862
State DOT Court Fine	16,454	17,650	17,650	8,177	10,839	10,676
Court Collection Receipts	0	60,739	60,739	8,185	12,278	12,093
Expunge Case Revenue	60	44	44	30	45	44
Library	46,675	44,196	44,196	32,450	42,450	42,662
Mowing Lien Revenues	0	0	0	0	0	0
False Alarm Fines	575	0	0	10,300	8,747	8,794
Fines	\$1,096,904	\$1,125,051	\$1,125,051	\$789,128	\$1,062,631	\$1,047,212
Investments	55,452	58,300	58,300	20,209	28,194	27,066
Texpool	11,983	15,200	15,200	2,776	3,639	3,493
Lone Star Invest Pool	13,792	17,300	17,300	3,258	4,308	4,136
MBIA	12,769	15,900	15,900	3,927	5,267	5,056
Checking Accounts	9,686	11,500	11,500	12,696	17,556	16,854
Liens	631	950	950	255	382	367
Marking Invest to Market	14,851	0	0	0	0	0
Interest Revenues	\$119,164	\$119,150	\$119,150	\$43,121	\$59,346	\$56,972
Miscellaneous Receipts	8,504	0	0	6,922	10,119	0
National Bicycle Registry	0	0	0	0	0	0
Administrative Fees	669	0	0	610	813	0
Refuse Administrative Fee	143,991	133,700	133,700	113,335	150,150	133,700
Miscellaneous Receipts	1,751	2,500	2,500	1,091	1,637	2,461
False Alarm Appeals	0	0	0	25	25	0
Return Check Fee	510	500	500	280	383	500
Suspense Account	0	0	0	0	0	0
Reimbursements	12,924	0	0	822	1,233	0
Insurance	29,786	0	0	6,335	6,335	0
PY Insurance Reimburse	93,921	0	0	36,875	36,875	39,632
Prior Period Expenditures	0	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Prior Year Revenue	0	0	0	0	0	0
Agenda Subscription	0	0	0	0	0	0

**Revenue Schedule
General Fund (001)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Documents	3,185	3,200	3,200	1,526	2,111	3,185
Vending Proceeds	3,819	3,600	3,600	2,052	2,715	3,819
Concession Stand Agreement	375	0	0	780	941	255
Library Copier	0	0	0	0	0	0
Donations	38,200	20,000	40,187	34,231	0	30,000
Mowing Vacant Lots	2,135	0	0	215	215	0
Tower Rental Fee	29,339	33,100	33,100	30,404	45,606	43,028
Miscellaneous Receipts	\$369,109	\$196,600	\$216,787	\$235,503	\$259,158	\$256,580
Transfer from Court Security Fund	0	0	0	0	0	0
Transfer from Park Dedication Fund	186,750	50,000	50,000	50,000	50,000	50,000
Transfer from Hazard Mitigation Fund	0	0	0	0	0	0
Transfer from Tax Debt Service Fund	0	0	0	0	0	0
Transfer from Police Investigation Fund	0	0	0	33,241	33,241	0
Transfer from Playground Fund	0	0	0	0	0	0
Transfer from 2005 G.O. Bonds Fund	0	0	0	0	377,000	0
Transfer from W/S Oper Fund	1,001,655	1,052,198	1,052,198	789,149	1,052,198	1,093,631
Sale of Fixed Assets	0	0	0	17,000	17,000	0
Sale of City Property	0	0	0	0	0	0
Capital Leases	1,133,460	0	0	0	0	0
Use of Fund Balance	0	367,959	0	0	0	0
Other Financing Sources	\$2,321,865	\$1,470,157	\$1,102,198	\$889,390	\$1,529,439	\$1,143,631
GENERAL FUND TOTAL	\$27,466,240	\$20,438,171	\$21,799,509	\$18,057,880	\$22,531,363	\$20,767,160

**Revenue Schedule
Police Seizure Federal (101)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Seized Revenues - Federal	\$5,580	\$24,400	\$24,400	\$39,353	\$39,353	\$42,231
Insurance Reimbursement	0	0	0	7,369	7,369	0
Other	0	0	0	0	0	0
Intergovt'l Revenue	\$5,580	\$24,400	\$24,400	\$46,722	\$46,722	\$42,231
Investments	\$0	\$0	\$0	\$9	\$12	\$12
Texpool	0	0	0	1	1	1
Lone Star Invest Pool	0	0	0	2	3	3
MBIA	0	0	0	2	3	3
Checking Accounts	0	0	0	5	7	7
Interest Revenues	\$0	\$0	\$0	\$19	\$25	\$25
Police Seizure Federal	\$5,580	\$24,400	\$24,400	\$46,741	\$46,747	\$42,256

**Revenue Schedule
Police Seizure State (102)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
State	\$1,037	\$0	\$0	\$0	\$0	\$0
Seized Revenues - County	8,179	8,300	8,300	5,257	5,257	5,260
Other	175	0	0	0	0	0
Intergovernmental Revenues	\$9,391	\$8,300	\$8,300	\$5,257	\$5,257	\$5,260
Investments	\$123	\$100	\$100	\$40	\$53	\$59
TexPool	30	100	100	6	8	8
Lone Star Invest Pool	33	100	100	7	9	9
MBIA	33	100	100	9	12	12
Checking Accounts	29	100	100	27	36	36
Interest Revenues	\$248	\$500	\$500	\$89	\$119	\$125
Police Seizure State	\$9,639	\$8,800	\$8,800	\$5,346	\$5,376	\$5,385

**Revenue Schedule
Fire /EMS Donation Fund (131)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Investments	\$279	\$300	\$300	\$23	\$32	\$40
TexPool	57	100	100	4	\$5	15
Lone Star Invest Pool	57	100	100	4	\$5	15
MBIA	62	50	50	5	\$6	15
Checking Accounts	58	50	50	11	\$15	15
Interest Revenues	\$513	\$600	\$600	\$47	\$63	\$100
Insurance	\$0	\$0	\$0	\$0	\$0	\$0
Donations	234,711	242,000	242,000	180,736	242,000	251,209
Miscellaneous Receipts	\$234,711	\$242,000	\$242,000	\$180,736	\$242,000	\$251,209
Sale of Fixed Assets	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0
Fire/EMS Donation Fund	\$235,224	\$242,600	\$242,600	\$180,783	\$242,063	\$251,309

**Revenue Schedule
Economic Development Administration Grant Fund (140)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Investments	\$0	\$0	\$0	\$0	\$0	\$0
Texpool	0	0	0	0	0	0
Lone Star Invest Pool	0	0	0	0	0	0
MBIA	0	0	0	0	0	0
Checking Accounts	0	0	0	0	0	0
Interest Revenues	\$0	\$0	\$0	\$0	\$0	\$0
EDA Grant Funds	\$0	\$0	\$0	\$210,971	\$260,775	\$1,739,226
Transfer from W/S Working Capital	900,000	0	0	0	6,750	0
Miscellaneous Receipts	\$900,000	\$0	\$0	\$210,971	\$267,525	\$1,739,226
EDA Grant Fund	\$900,000	\$0	\$0	\$210,971	\$267,525	\$1,739,226

**Revenue Schedule
Court Technology/Court Security Fund (150)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Court Technology Fees	\$26,718	\$27,000	\$27,000	\$18,254	\$24,339	\$25,000
Court Security Fees	\$26,718	\$27,000	\$27,000	\$18,254	\$24,339	\$25,000
Building Security Fees	\$20,055	\$20,100	\$20,100	\$10,328	\$13,771	\$14,000
Court Security Fees	\$20,055	\$20,100	\$20,100	\$10,328	\$13,771	\$14,000
Court Technology/Security Fund	\$46,773	\$47,100	\$47,100	\$28,582	\$38,109	\$39,000

**Revenue Schedule
Park Dedication Fund (164)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Neighborhood Parks Fees	\$99,182	\$0	\$0	\$0	\$0	\$0
Community Parks Fees	59,100	54,300	54,300	35,100	46,800	48,477
Miscellaneous Receipts	\$158,282	\$54,300	\$54,300	\$35,100	\$46,800	\$48,477
Investments	\$2,578	\$3,100	\$3,100	\$516	\$688	\$688
TexPool	606	750	750	78	104	104
Lone Star Invest Pool	660	790	790	92	123	123
MBIA	648	785	785	110	147	147
Checking Accounts	553	675	675	346	461	461
Interest Revenues	\$5,045	\$6,100	\$6,100	\$1,142	\$1,523	\$1,523
Park Land Dedication Fund	\$163,327	\$60,400	\$60,400	\$36,242	\$48,323	\$50,000

**Revenue Schedule
Tax Debt Service Fund (201)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Current Property Taxes	\$1,565,336	\$1,817,167	\$1,817,167	\$1,849,529	\$1,817,167	\$1,525,719
Delinquent Property Taxes	27,132	50,000	50,000	0	50,000	25,000
P & I - Property Taxes	25,651	0	0	0	0	0
Taxes	\$1,618,119	\$1,867,167	\$1,867,167	\$1,849,529	\$1,867,167	\$1,550,719
Investments	\$16,012	\$17,912	\$17,912	\$1,889	\$2,519	\$2,519
TexPool	3,195	4,169	4,169	337	449	449
Lone Star Invest Pool	3,461	4,481	4,481	401	535	535
MBIA	3,447	4,473	4,473	522	696	696
Checking Accounts	3,156	3,965	3,965	1,961	2,615	2,615
Marking Invest to Market	3,747	0	0	0	0	0
Interest Revenues	\$33,018	\$35,000	\$35,000	\$5,110	\$6,813	\$6,813
Tax Debt Service Fund	\$1,651,137	\$1,902,167	\$1,902,167	\$1,854,639	\$1,873,980	\$1,557,532

**Revenue Schedule
2003 General Obligation Bonds Fund (250)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Investments	\$0	\$0	\$0	\$0	\$0	\$0
TexPool	0	0	0	0	0	0
Lone Star Invest Pool	0	0	0	0	0	0
MBIA	0	0	0	0	0	0
Checking Accounts	0	0	0	0	0	0
Transfer from Capital Project Fund	11,201	0	0	0	0	0
Interest Revenues	\$11,201	\$0	\$0	\$0	\$0	\$0
2003 G.O. Bonds Fund	\$11,201	\$0	\$0	\$0	\$0	\$0

**Revenue Schedule
2005 General Obligation Bonds Fund (251)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Investments	\$0	\$0	\$0	\$0	\$0	\$0
TexPool	0	0	0	0	0	0
Lone Star Invest Pool	0	0	0	0	0	0
MBIA	0	0	0	0	0	0
MBIA 2005 Bond Fund Int	2,681	0	0	699	699	0
Checking Accounts	0	0	0	0	0	0
Interest Revenues	\$2,681	\$0	\$0	\$699	\$699	\$0
Miscellaneous Receipts	\$0	\$0	\$0	\$0	\$0	\$0
Bond Proceeds	0	0	0	0	0	0
Premium	0	0	0	0	0	0
Interest Revenues	\$0	\$0	\$0	\$0	\$0	\$0
2005 G.O. Bonds Fund	\$2,681	\$0	\$0	\$699	\$699	\$0

**Revenue Schedule
1776 Park Trust Fund (701)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Investments	\$226	\$400	\$400	\$48	\$64	\$94
TexPool	52	50	50	7	9	9
Lone Star Invest Pool	56	50	50	9	12	12
MBIA	56	50	50	11	15	15
Checking Accounts	48	50	50	34	45	45
Interest Revenues	\$438	\$600	\$600	\$109	\$145	\$175
1776 Park Trust Fund	\$438	\$600	\$600	\$109	\$145	\$175

**Revenue Schedule
Water and Sewer Fund (401)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Single Fmly Res	\$5,104,405	\$4,319,635	\$4,319,635	\$2,445,814	\$3,848,382	\$4,000,000
Single Commercial	239,973	193,344	193,344	126,097	200,049	200,000
Multi Fmly Res	413,081	364,227	364,227	219,761	348,988	350,000
Multi Commercial	85,663	66,034	66,034	49,817	69,520	70,000
Sprinkler Only	518,443	368,226	368,226	178,145	343,648	350,000
Other	64,235	53,574	53,574	27,681	42,025	45,000
Single Fmly Res	4,324,827	3,593,649	3,593,649	2,067,641	3,268,805	3,275,000
Single Commercial	180,291	149,435	149,435	89,177	135,167	135,000
Multi Fmly Res	364,416	96,874	96,874	191,326	307,554	310,000
Multi Commercial	73,771	52,353	52,353	41,378	57,894	60,000
Other	50,531	45,030	45,030	24,311	35,253	35,000
Charges for Services	\$11,419,636	\$9,302,381	\$9,302,381	\$5,461,148	\$8,657,285	\$8,830,000
Investments	\$38,565	\$20,000	\$20,000	\$12,119	\$20,000	\$20,000
TexPool	8,070	10,000	10,000	1,983	2,600	3,000
Lone Star Invest Pool	8,802	10,000	10,000	2,350	3,100	3,000
MBIA	8,721	10,000	10,000	2,768	3,800	3,000
Checking Accounts	7,759	7,000	7,000	8,896	10,000	0
Marking Investment to Market	19,483	0	0	0	0	0
Interest Revenues	\$91,400	\$57,000	\$57,000	\$28,116	\$39,500	\$29,000
Rents (Forest Bend HOA Bldg.)	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Receipts	13,790	0	2,250	2,587	0	0
Disconnect/Reconnect Fee	208,753	195,000	195,000	136,313	199,000	200,000
Disconnect/Reconnect Fee	18,700	16,000	16,000	13,625	18,000	16,000
Tampering Fee	775	500	500	256	400	500
Miscellaneous Receipts	2,444	3,000	3,000	4,136	4,136	2,000
Return Check Fee	2,065	1,500	1,500	1,250	1,464	1,500
Insurance	0	0	0	0	0	0
Water Meters	37,695	35,000	35,000	25,185	27,000	35,000
Reserves	0	0	0	0	0	0
Sale of City Property	0	0	0	8,000	8,000	0
Transfer from General Fund	0	0	0	0	0	0
Miscellaneous Receipts	\$284,222	\$251,000	\$253,250	\$191,352	\$258,000	\$255,000
Water and Sewer Fund	\$11,795,258	\$9,610,381	\$9,612,631	\$5,680,616	\$8,954,785	\$9,114,000

**Revenue Schedule
2006 W/S Bond Construction Fund (418)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
TexPool	\$40	\$0	\$0	\$0	\$0	\$0
Lone Star Invest Pool	50	0	0	0	0	0
MBIA	44	0	0	0	0	0
MBIA 2006 Rev Bonds	24,465	0	0	5,246	6,995	7,000
Checking Accounts	45	0	0	0	0	0
Interest Revenues	\$24,644	\$0	\$0	\$5,246	\$6,995	\$7,000
Developer Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Receipts	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from W/S Operating Fund	\$250,000	\$0	\$0	\$0	\$0	\$0
Transfer from WS Rev Debt	5,252,000	0	0	0	0	0
Other Financing Sources	\$5,502,000	\$0	\$0	\$0	\$0	\$0
2006 W/S Bond Constr Fund	\$5,526,644	\$0	\$0	\$5,246	\$6,995	\$7,000

**Revenue Schedule
2009 W/S Bond Construction Fund (419)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
TexPool	\$0	\$0	\$0	\$0	\$0	\$0
Lone Star Invest Pool	0	0	0	0	0	0
MBIA 2006 Rev Bonds	0	0	0	0	0	0
MBIA 2009 Rev Bonds	5,543	0	0	12,205	16,273	16,500
Checking Accounts	0	0	0	0	0	0
Interest Revenues	\$5,543	\$0	\$0	\$12,205	\$16,273	\$16,500
Transfer from WS Rev Debt	\$12,057,557	\$0	\$539,850	\$0	\$1,274,850	\$0
Other Financing Sources	\$12,057,557	\$0	\$539,850	\$0	\$1,274,850	\$0
2009 W/S Bond Constr Fund	\$12,063,100	\$0	\$539,850	\$12,205	\$1,291,123	\$16,500

**Revenue Schedule
Water CIP/Impact Fee Fund (480)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
CW Water Impact Fees-2003	\$87,720	\$0	\$0	\$1,892	\$0	\$0
CW Impact Fees 2008	107,070	184,900	184,900	232,974	299,581	277,350
Charges for Services	\$194,790	\$184,900	\$184,900	\$234,866	\$299,581	\$277,350
Investments	\$298	\$100	\$100	\$355	\$400	\$100
TexPool	74	100	100	42	56	100
Lone Star Invest Pool	69	100	100	49	65	100
MBIA	79	100	100	58	77	100
Checking Accounts	76	100	100	170	151	100
Interest Revenues	\$596	\$500	\$500	\$674	\$750	\$500
Miscellaneous Receipts	\$0	\$0	\$0	\$0	\$0	\$0
Water CIP/Impact Fee Fund	\$195,386	\$185,400	\$185,400	\$235,540	\$300,331	\$277,850

**Revenue Schedule
Sewer CIP/Impact Fee Fund (580)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
CW Sewer Impact Fees-2003	\$45,279	\$0	\$0	\$0	\$0	\$0
CW Impact Fees 2008	73,532	129,000	129,000	161,250	198,660	196,080
Charges for Services	\$118,811	\$129,000	\$129,000	\$161,250	\$198,660	\$196,080
Investments	\$266	\$100	\$100	\$249	\$252	\$100
TexPool	61	100	100	30	35	100
Lone Star Invest Pool	60	100	100	35	42	100
MBIA	64	100	100	41	50	100
Checking Accounts	57	100	100	121	121	100
Interest Revenues	\$508	\$500	\$500	\$476	\$500	\$500
Miscellaneous Receipts	\$0	\$0	\$0	\$0	\$0	\$0
Sewer CIP/Impact Fee Fund	\$119,319	\$129,500	\$129,500	\$161,726	\$199,160	\$196,580

**Revenue Schedule
Water and Sewer Revenue Debt Fund (490)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Investments	\$3,411	\$2,000	\$2,000	\$581	\$775	\$600
TexPool	507	1,000	1,000	65	87	100
Lone Star Invest Pool	591	1,000	1,000	68	91	100
MBIA	562	1,000	1,000	103	137	100
Checking Accounts	575	0	0	332	443	100
Interest Revenues	\$5,646	\$5,000	\$5,000	\$1,149	\$1,532	\$1,000
Transfer From W/S Fund	\$1,319,040	\$2,374,515	\$2,374,515	\$1,780,511	\$2,374,515	\$2,668,189
Transfer From 2006 Bonds Fund	0	0	0	0	0	0
Transfer from Water CIP/Impact Fee Fund	151,725	0	0	0	0	200,000
Transfer from Tax Debt Service	1,372,468	0	0	0	0	0
Transfer from Sewer CIP/Impact Fee Fund	96,700	0	0	0	0	200,000
Transfer from 2009 W/S Bonds Fund	171,481	0	0	0	0	0
Other Financing Sources	\$3,111,414	\$2,374,515	\$2,374,515	\$1,780,511	\$2,374,515	\$3,068,189
W/S Revenue Debt Fund	\$3,117,060	\$2,379,515	\$2,379,515	\$1,781,660	\$2,376,047	\$3,069,189

**Revenue Schedule
Vehicle Replacement Fund (301)**

Account Description	FY09 Actual	FY10 Adopted Budget	FY10 Amended Budget	FY10 Actual 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
Investments	\$3,767	\$3,567	\$3,567	\$724	\$965	\$965
TexPool	843	982	982	120	160	160
Checking Accounts	776	851	851	531	708	708
Interest Revenues	\$5,386	\$5,400	\$5,400	\$1,375	\$1,833	\$1,833
Lease Revenues	\$318,825	\$317,051	\$317,051	\$236,225	\$317,051	\$318,825
Insurance	0	0	0	0	0	0
Lease Revenues	\$318,825	\$317,051	\$317,051	\$236,225	\$317,051	\$318,825
Transfer from General Fund	\$44,752	\$0	\$0	\$0	\$0	\$0
Transfer from W/S Operating Fund	18,269	0	0	0	0	0
Sale of Fixed Assets	4,320	0	0	0	0	0
Other Financing Sources	\$67,341	\$0	\$0	\$0	\$0	\$0
Vehicle Replacement Plan	\$391,552	\$322,451	\$322,451	\$237,600	\$318,884	\$320,658

Appendix E
General and Administrative Transfers

Transfers to Other Funds

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
GENERAL FUND						
Vehicle Replacement Fund	44,752	0	0	0	0	0
Water and Sewer Operation	0	0	0	0	0	0
Total	\$44,752	\$0	\$0	\$0	\$0	\$0
POLICE INVESTIGATION FUND						
General Fund	0	0	0	33,241	33,241	0
COURT BLD'G SECURITY/TECHNOLOGY FUND						
General Fund	0	0	0	0	0	0
PARK DEDICATION FUND						
General Fund	186,750	50,000	50,000	50,000	50,000	50,000
TAX DEBT SERVICE FUND						
Water and Sewer Revenue Debt Fund	1,372,468	0	0	0	0	0
2005 G.O. BOND FUND						
General Fund	0	0	0	0	377,000	0
WATER AND SEWER OPERATION FUND						
General Fund	1,001,655	1,052,198	1,052,198	789,149	1,052,198	1,093,631
EDA Grant Fund	900,000	0	0	0	6,750	0
Vehicle Replacement Fund	18,269	0	0	0	0	0
2006 WS Bond Fund	250,000	0	0	0	0	0
Water and Sewer Revenue Debt Fund	1,319,040	2,374,515	2,374,515	1,780,511	2,374,515	2,668,189
Total	\$ 3,488,964	\$ 3,426,713	\$ 3,426,713	\$ 2,569,660	\$ 3,433,463	\$ 3,761,820
WATER AND SEWER REVENUE DEBT FUNDS						
2006 WS Bond Fund	5,252,000	0	0	0	0	0
2009 WS Bond Fund	12,057,557	0	539,850	0	1,274,850	0
Total	\$17,309,557	\$0	\$539,850	\$0	\$1,274,850	\$0
WATER CIP/IMPACT FEE FUND						
Water and Sewer Revenue Debt Fund	151,725	0	0	0	0	200,000
SEWER CIP/IMPACT FEE FUND						
Water and Sewer Revenue Debt Fund	96,700	0	0	0	0	200,000
WATER AND SEWER BOND FUNDS						
2006 WS Bond Fund	0	0	0	0	0	0
2009 WS Bond Fund	171,481	0	0	0	0	0
Total	\$171,481	\$0	\$0	\$0	\$0	\$0
Total Transfers To Other Funds	\$22,822,397	\$3,476,713	\$4,016,563	\$2,652,901	\$5,168,554	\$4,211,820

Transfers from Other Funds

	FY09 Actual	FY10 Original Budget	FY10 Amended Budget	FY10 YTD 6/30/10	FY10 Year End Estimate	FY11 Adopted Budget
GENERAL FUND						
Park Dedication Fund	186,750	50,000	50,000	50,000	50,000	50,000
Playground Fund	0	0	0	0	0	0
Police Investigation Fund	0	0	0	33,241	33,241	0
Court Bld'g Security/Technology Fund	0	0	0	0	0	0
2005 G.O. Bond Fund	0	0	0	0	377,000	0
Water and Sewer Operation Fund	1,001,655	1,052,198	1,052,198	789,149	1,052,198	1,093,631
Total	\$1,188,405	\$1,102,198	\$1,102,198	\$872,390	\$1,512,439	\$1,143,631
EDA GRANT FUND						
Water and Sewer Operation Fund	900,000	0	0	0	6,750	0
Total	\$900,000	\$0	\$0	\$0	\$6,750	\$0
VEHICLE REPLACEMENT FUND						
General Fund	44,752	0	0	0	0	0
Water and Sewer Operation Fund	18,269	0	0	0	0	0
Total	\$63,021	\$0	\$0	\$0	\$0	\$0
WATER AND SEWER REVENUE DEBT FUND						
Water and Sewer Operation Fund	1,319,040	2,374,515	2,374,515	1,780,511	2,374,515	2,668,189
Water CIP/Impact Fee Fund	151,725	0	0	0	0	200,000
Sewer CIP/Impact Fee Fund	96,700	0	0	0	0	200,000
Tax Debt Service	1,372,468	0	0	0	0	0
2006 WS Bond Fund	0	0	0	0	0	0
2009 WS Bond Fund	171,481	0	0	0	0	0
Total	\$3,111,414	\$2,374,515	\$2,374,515	\$1,780,511	\$2,374,515	\$3,068,189
WATER AND SEWER BOND FUNDS						
Water and Sewer Operation Fund	250,000	0	0	0	0	0
Water and Sewer Revenue Debt Service Fund	17,309,557	0	539,850	0	1,274,850	0
Total	\$17,559,557	\$0	\$539,850	\$0	\$1,274,850	\$0
Total Transfers From Other Funds	\$22,822,397	\$3,476,713	\$4,016,563	\$2,652,901	\$5,168,554	\$4,211,820

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 15th 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 (*defined as a term signifying budgeted expenditures being offset by budgeted revenues*), which presents a clear understanding of goals, service levels and performance standards. The document shall, to the extent possible, be "user-friendly" for citizens.

I. Revenues

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

Balance and Diversification in Revenue Sources

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

User Fees

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

Property Tax Revenues/Tax Rate

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

Utility/Enterprise Funds User Fees

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

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 inter-fund transactions except loans, quasi-external transactions and reimbursements.

INTERGOVERNMENTAL REVENUES

Revenues from other governments in the forms of grants, entitlements, shared revenues or payment in lieu of taxes

INTERNAL SERVICE FUND

A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

LEVY

(1) (Verb) to impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) the total amount of taxes, special assessments or service charges imposed by a government.

LIABILITIES

Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer or provide services to other entities in the future as a result of past transactions or events.

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
FSU	Field Service Unit
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
GPM	Gallons Per Minute
I&I	Infiltration and inflow
I&S	Interest and Sinking (tax rate used for debt retirement)
LEOSE	Law Enforcement Officer Standards and Education
M&CC	Mayor and City Council
M&O	Maintenance and Operations (tax rate used for general operations)
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 & expenses net to zero)