



RESPECT



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TRUST



QUALITY

CITY OF FRIENDSWOOD
ANNUAL ADOPTED BUDGET
FISCAL YEAR 2019-2020





CITY OF FRIENDSWOOD, TEXAS

ADOPTED ANNUAL BUDGET

October 1, 2019 - September 30, 2020

Mayor

Mike Foreman

Mayor Pro Tem

Sally Branson

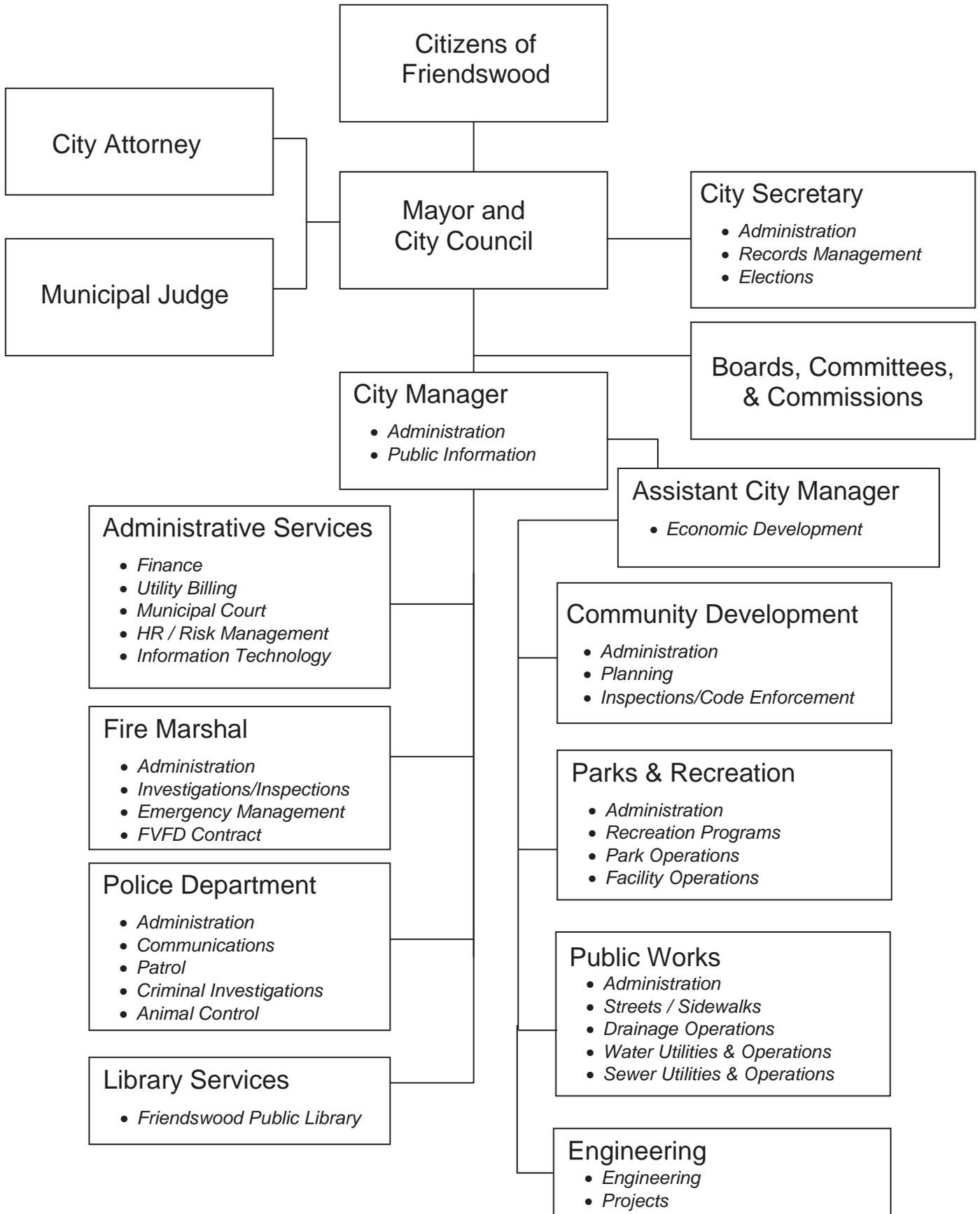
Council Members

Steve Rockey Position 1
Trish Hanks Position 3
Robert J Griffon Position 4
John Scott Position 5
Brent Erenwert..... Position 6

Budget Team

Morad Kabiri..... City Manager
Steven Rhea Assistant City Manager
Aubrey Harbin Director of Community Development
Brian Mansfield Fire Marshal
James Toney Parks and Recreation Director
Jildardo Arias..... Director of Engineering
Karen Capps..... Economic Development Coordinator
Matt Riley Library Director
Melinda Welsh City Secretary
Rene Ibarra..... Director of Public Works
Robert B. Wieners..... Police Chief
Katina Hampton..... Director of Administrative Services
Rhonda Bloskas Deputy Director of Administrative Services
Jennifer Walker..... Budget Manager
Emily Peltier Financial Analyst

CITY OF FRIENDSWOOD Organization Chart



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

This adopted budget is estimated to raise more total property taxes than last year’s budget by \$1,292,019 or 7.2%, and of that amount \$443,607 is estimated tax revenue to be raised from new property added to the tax roll this year.

The City of Friendswood’s total tax debt service obligation is \$38,950,112.

Debt service obligations of the City of Friendswood, secured by property taxes, in fiscal year 2019-20: \$3,294,901.

Property Tax Comparison (per \$100 valuation)	FY 2018-19 Adopted	FY 2019-20 Adopted
Adopted Tax Rate	\$0.532391	\$0.521439
Adopted O&M Rate	\$0.437173	\$0.432160
Adopted I&S Rate	\$0.095218	\$0.089279
Effective Tax Rate	\$0.532391	\$0.495289
Effective Operating Rate	\$0.509119	\$0.475100
Maximum Operating Rate	\$0.549848	\$0.513108
Maximum Debt Tax Rate	\$0.112491	\$0.104879
Rollback Tax Rate	\$0.662339	\$0.617987

Data included in the table is reflective of State Comptroller’s Truth-In-Taxation guidelines for informational purposes.

City of Friendswood’s 2019 adopted total tax rate is \$0.5214 which includes the maintenance & operations (M&O) rate of \$0.4322 and the debt service (I&S) rate of \$0.0892.

City Council	Position	Vote on Budget	Vote on Tax Rate
Mike Foreman	Mayor	Yes	Yes
Sally Branson	Mayor Pro-Tem	Yes	Yes
Steve Rockey	Position 1	Yes	Yes
Trish Hanks	Position 3	Yes	Yes
Robert J. Griffon	Position 4	Yes	Yes
John Scott	Position 5	No	No
Brent Erenwert	Position 6	Yes	Yes

Distinguished Budget Presentation Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Friendswood, Texas** for its annual budget for the fiscal year beginning **October 1, 2018**.

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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Friendswood

Texas

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morrill

Executive Director

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 PDF version of the Budget is bookmarked and the table of contents are linked to the respective pages.

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

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

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

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

The next section is entitled **Departmental Information**. Each department includes: (1) an organizational chart depicting the department structure; (2) department narrative, goals, objectives and performance measures; (3) department summary with department totals across all funds and a departmental staffing table showing the full-time equivalents. The general ledger account number segment for fund, department and division accounts are included for cross-reference to the detail division budgets. The detailed departmental pages are formatted to include FY18 actual; FY19 original budget; FY19 amended budget; year to date 6/30/19 actual expenditures; year-end estimate for FY19; and FY20 adopted budget data.

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

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CITY OF FRIENDSWOOD

October 7, 2019

Honorable Mayor and City Council:

As Fiscal Year 2018-19 comes to a close, I would like to take this opportunity to reflect on the milestones achieved this past year as well as present to you the budget for the upcoming fiscal year. FY19 was and is one of continued progress and resiliency. As a result of the devastation brought on by Hurricane Harvey in 2017, Friendswood came together as never before. FY19 continued this spirit with a number of citizen led efforts in collaboration with outside agencies to shape Friendswood's future. Partnerships were forged and reinforced; and plans prepared for a bond election to address the needs of our community moving forward.

This year's budget is similar to prior ones in which Staff undertook a thorough evaluation of each expense and revenue; inclusive of hundreds of hours of careful thought, lively discussion, and focused teamwork. Some of the milestones achieved this past fiscal year included the:

- Continuation and completion of a record number of street projects throughout the City;
- Completion of the Greenbriar sidewalks near the Friendswood High School;
- Completion of new restroom and shower facilities at the City Pool;
- Completion of a new Dog Park;
- Completion of improvements to Old City Park;
- Commencement of EMS billing with no issues; and
- Restructuring of operational functions as it relates to engineering activities and capital projects.

All of this and much more was done with the lowest tax rate in the last 39 years. Moving forward, however, the City of Friendswood will face challenges. Some of these were brought on by Hurricane Harvey, others were brought on by national events such as the tragedy that took place at Santa Fe High School, and some brought on by the State legislature. This year's budget will focus on resiliency and moving forward across all fronts.

How are we positioning ourselves for the future and the issues at hand? Well, we're investing in our most valuable asset, our staff. Included within the budget is funding for merit. Two: we're being dynamic, evaluating the needs for the City across multiple areas and making adjustments. As an example, this year we separated engineering from the Public Works department and have created an additional engineering role. This was done to address the increased demand for such services, as well prepare for the pursuit and implementation of the largest bond program the City has ever had.

With regard to Public Safety, staff is also putting the final touches on new contracts with the Friendswood Volunteer Fire Department for Fire and EMS services. This year's budget includes increased funding for a fully staffed EMS department to meet the needs of our population.

City Council is commended for decades of setting and maintaining standards in financial transparency, public safety, emergency medical services, infrastructure, and recreational facilities development. The City has been repeatedly recognized by numerous organizations, resulting in accolades such as budget presentation and financial reporting recognition, Safest City, "Best Places to Live," and "Best Places for Families" awards. They signify a tangible quality embedded in the City's team approach to not only its budgeting process, but all operations; the City's core values, "TRAQ" which stands for **T**rust, **R**espect, **A**ccountability, and **Q**uality. With these values, City Staff will continue to seek efficiencies in delivering services with limited resources.

On behalf of the City Staff, especially the Budget Team that pours wisdom, time, and energy into the process which creates this plan, I thank the Mayor and City Council for providing guidance to develop the budget. We all look forward to the days ahead and the opportunity to serve Friendswood residents, business owners, and visitors with the service and quality they expect.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Morad Kabiri', with a stylized flourish at the end.

Morad Kabiri, City Manager

Budget in Brief

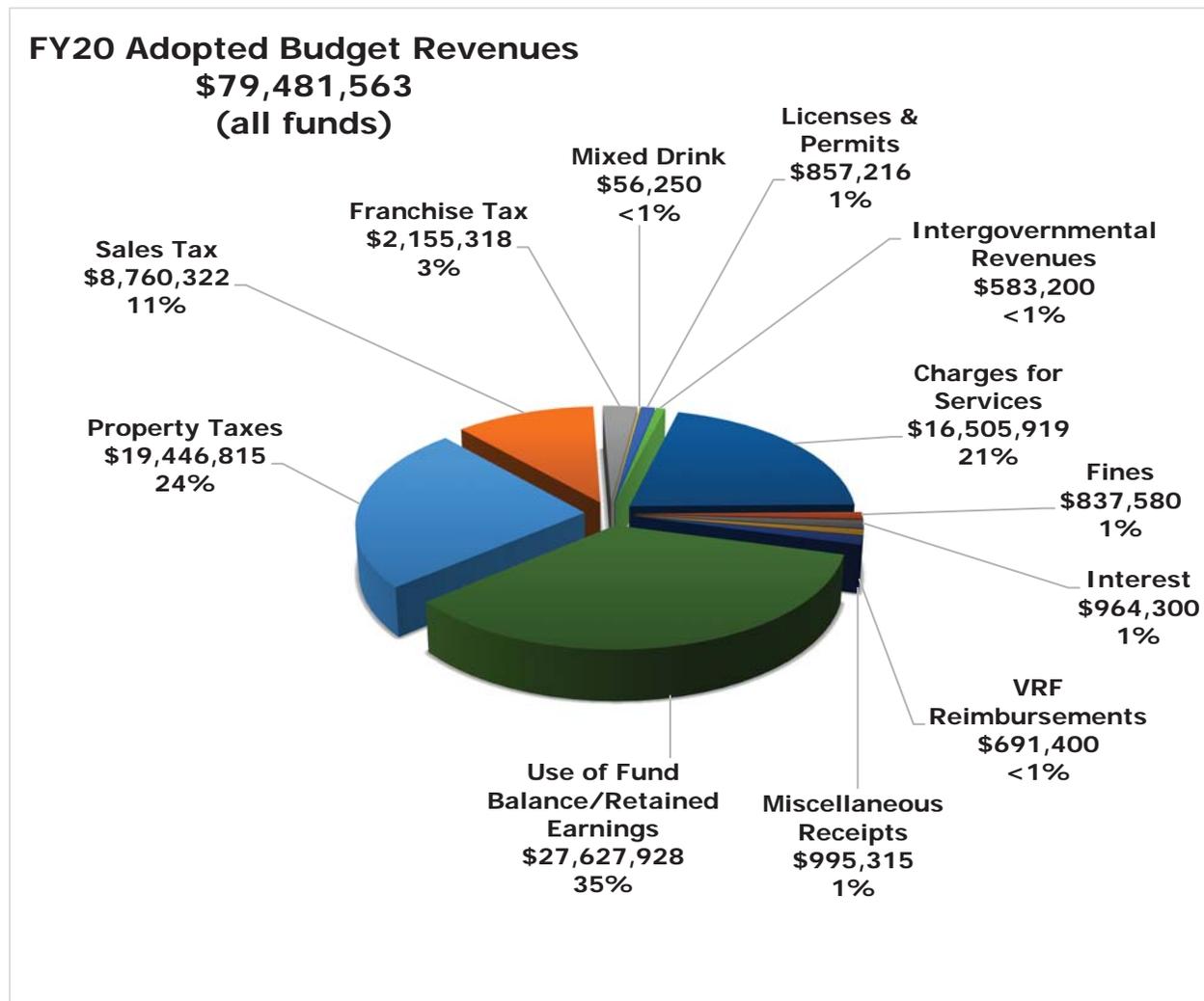
The pages that follow summarize the City of Friendswood's fiscal year 2019-20 adopted budget.

Revenue

1. The budget includes total revenue projections of \$79.5 million in all funds. This is an increase of \$20.9 million over the fiscal year 2018-19 adopted budget. The majority of this increase, \$14.9 million is the City's plan to use fund balance/retained earnings to offset expenditures. These expenditures include capital improvement projects slated for completion in FY20. Below are the highlights of the revenue projections:
 - Property tax revenue reflects an increase for tax year 2019 of about 7.2% over prior year budget projections related to new construction and property tax value increases to cover operating expenses and debt service obligations related to the general obligation bonds authorized by voters in 2013.
 - Sales tax revenue budget is up approximately 5.0% based on fiscal year 2018-19 collections and includes revenue from the 1/8 of 1% sales tax for downtown economic development and 3/8 of 1% sales tax for streets maintenance.
 - Franchise tax revenue budget is up 28.6% based on fiscal year 2018-2019 collections and takes into account the Texas New Mexico Power (TNMP) franchise fee rate increase.
 - Intergovernmental revenues are projected to increase 6.4% from prior year as a result of the estimated increase in the inter-local agreement for school resource officers with FISD.
 - Charges for Services budget is expected to increase 21% from prior year adopted budget. As a result of the Utility Rate Study conducted in FY19, the City's utility rates were increased. The adopted budget reflects a projected increase in utility charges for services of \$3.3 million or 27% to support operations and infrastructure improvement needs. The charges for services budget in the General Fund is expected to decrease 41% due to removing charges for EMS services from revenues as shown in the FY19 Budget. In the adopted budget, the FVFD contract has been reduced by the estimated revenue FVFD will receive from EMS billings.
 - Municipal Court fines and fees in the adopted budget are expected to increase by approximately 11.4% based on an increase in number of traffic tickets processed during FY19 and anticipated continuation of this trend into FY20.
 - Interest earnings are expected to increase by about 139.9% from prior year adopted budget based on increased earnings received in FY19. This increase is primarily due to unexpended 2018 Water and Sewer Bond proceeds.
 - Vehicle Replacement Fund lease payments are expected to increase by 25.5% due to purchases related to Hurricane Harvey, new additions to the plan, shortfall recapture and increase inflationary factor to support future replacement costs.
2. The FY20 adopted budget was developed with a tax rate of \$0.5214 per \$100 valuation. As a result, approximately \$443,607 more in property tax revenue is expected to be generated from properties added to the tax roll this year.
 - The adopted maintenance and operations (M&O) rate is \$0.4322 and the interest and sinking or debt service (I&S) rate is projected to be \$0.0892.

3. The estimated net taxable value is \$3,690,585,683; an increase of \$239,747,129 above certified values including supplemental rolls for tax year 2018.

- Certified values from Galveston Central Appraisal District and Harris County Appraisal District indicate overall growth in property values.
- As stated above, overall values have increased for properties existing in tax years 2018 and 2019. The impact on property owner tax bills vary based on their individual circumstances. If a \$200,000 home's value does not change from year-to-year, it would be taxed on a value of \$160,000 due to the City's 20% homestead exemption. Based on the adopted \$0.5214 tax rate, the 2019 property tax bill would be approximately \$834. This amount is a decrease of about \$18 from the current tax rate.



*Excludes inter-fund transfers. Uses of fund balance and retained earnings in several funds total \$27,627,928; resulting in revenues offsetting budgeted expenditures.

Historical Revenue Budget (All Funds)

Revenue Source	FY20		FY19		FY18	
	Adopted	Percent Change PY	Adopted	Percent Change PY	Adopted	Percent Change PY
Property Taxes*	\$19,446,815	7.2%	\$18,126,202	0.1%	\$18,107,319	1.2
Sales Tax	\$8,760,322	5.0%	\$8,339,990	10.3%	\$7,561,857	13.8
Franchise Tax	\$2,155,318	28.6%	\$1,675,966	-1.9%	\$1,709,283	3.1
Mixed Drink	\$56,250	1.8%	\$55,282	21.9%	\$45,364	9.6
Licenses & Permits	\$857,216	1.0%	\$849,000	0.9%	\$841,816	7.9
Intergovernmental Revenues	\$583,200	6.4%	\$548,017	118.8%	\$250,491	4.6
Charges for Services	\$16,505,919	21.0%	\$13,636,879	7.0%	\$12,749,484	7.7
Fines	\$837,580	11.4%	\$751,960	5.2%	\$714,605	-8.2
Interest**	\$964,300	139.9%	\$401,953	95.2%	\$205,942	63.3
VRF Reimbursements	\$691,400	25.5%	\$550,817	44.7%	\$380,684	1.3
Miscellaneous Receipts	\$995,315	7.5%	\$926,078	-7.3%	\$998,926	-85.3
Fund Balance/Retained Earnings***	\$27,627,928	116.4%	\$12,766,009	-0.1%	\$12,780,958	148.8
Total	\$79,481,563	35.6%	\$58,628,153	4.0%	\$56,346,729	7.7%

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

** Includes interest earnings on unexpended bond proceeds.

*** Fund Balance/Retained Earnings used for capital improvements expenses.

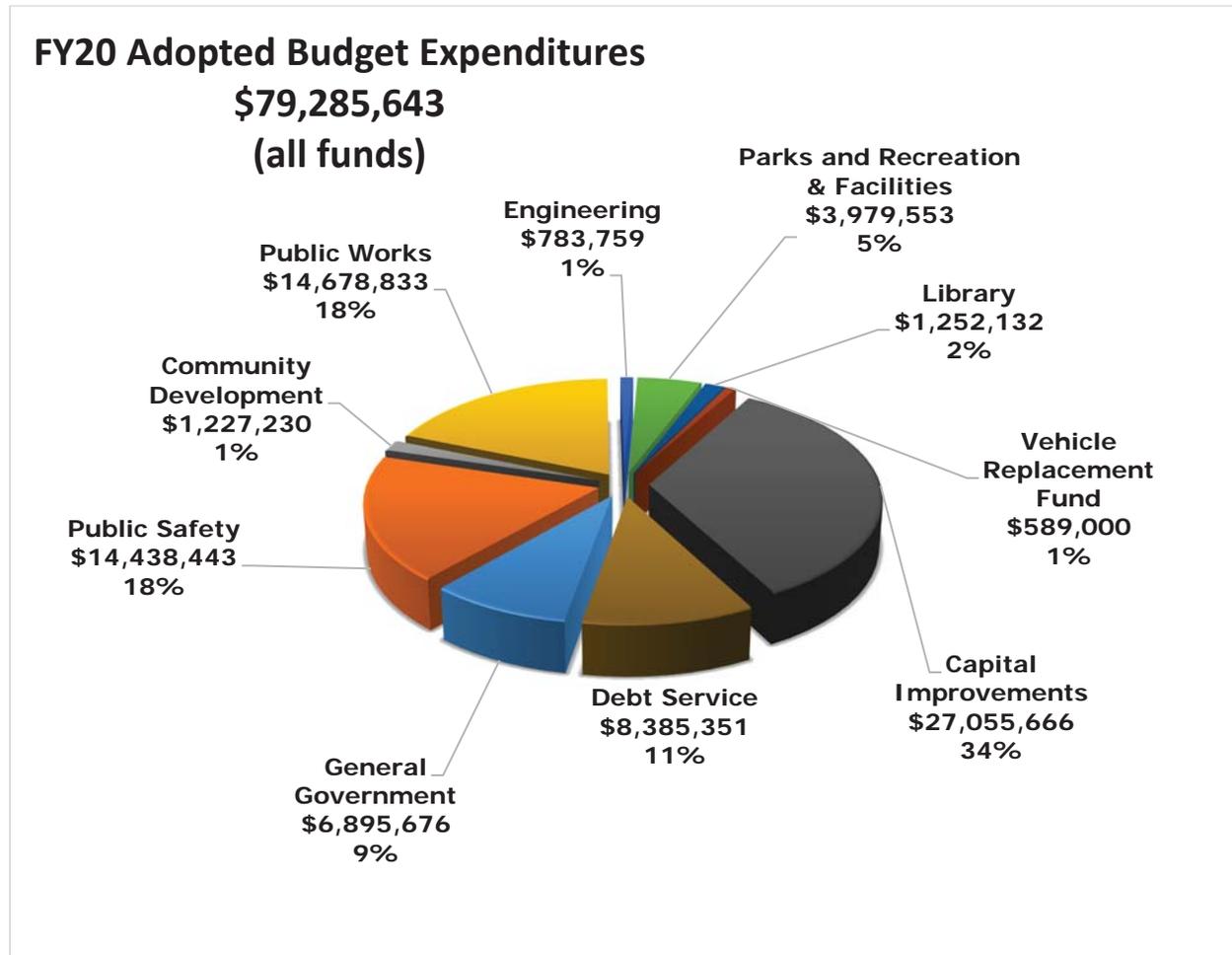
Expenses

1. The adopted budget appropriates approximately \$79.3 million in expenditures, excluding inter-fund transfers. This is an increase of approximately \$21 million or 36.1% from the fiscal year 2018-19 adopted budget. The increase in this year's budget is, like the previous two years, related to capital improvements and debt service obligations related to the General Obligation Bonds authorized in 2013 and the Water and Sewer Revenue Bonds issued in 2016 and 2018. In addition, capital improvements afforded by the streets and downtown economic development corporation sales tax are included. Public Works and General Government expenditures have increased 46.2% and 13.2%, respectively, over prior year budget as a result of forces at work. These items are outlined in item #4 below.
2. Personnel costs make up almost 70% of the City's operational budget. The adopted budget includes staffing of 237.35 full-time equivalents (FTE). Adopted changes in personnel expenditures include:
 - The addition of a Director of Engineering and a Deputy Director of Engineering due to the creation of an Engineering department separate from Public Works
 - Addition of 1 full-time Administrative Services department Administrative Assistant
 - Addition of 1 full-time Parks Laborer
 - The City's TMRS contribution rate increase from 15.90% to 16.03% on January 1, 2020
 - There is no change in health insurance from prior year.
 - The adopted budget includes decisions packages for funding merit in both the General Fund (\$475,549) and Water and Sewer Fund (\$57,904). This equates to an average of 2.75%. Merit is awarded based on individual employee performance.

- A pay plan adjustment for Public Safety employees of approximately \$5,000 will be funded through vacancies in the departments.
3. Maintaining the City's current service levels requires additional funding for non-personnel related operational expenses. The Supplemental Information section of the adopted budget includes a detailed listing of the expenditures.
 - Forces at Work total \$269,950 (General Fund) and \$4,772,340 (Water and Sewer Fund).
 - Decision Packages total \$1,554,119 (General Fund) and \$507,904 (Water and Sewer Fund).
 4. Details for the forces at work and decision packages mentioned immediately above are as follows:
 - General Fund:
 - Public Works Software (Tyler EAM) - \$85,000
 - Security Cameras - \$66,000
 - Tyler Operating Systems Upgrade - \$15,000
 - IT Services to Fire Stations - \$20,000
 - Replace Dual Purpose K-9 \$32,900
 - Replace Mobile Data Terminals (MDT) - \$31,050
 - Geographic Information System (GIS) Services Update - \$20,000
 - Private Fiber Replacement City Hall to Library & City Hall to Activity Building (funded by PEG funds) - \$150,000
 - City Hall Conference Rooms Tech Upgrades (funded by PEG funds) - \$177,000
 - Know BE 4 Cybersecurity Training (funded by PEG funds) - \$11,000
 - Wage Increase for Summer Day Camp Staff (funded by user fees) - \$44,043
 - City Wide Merit 2.75% - \$475,549
 - Skid Steer Loader (lease to purchase) - \$101,000
 - Streets Sweeper Vacuum Unit (lease to purchase) - \$205,000
 - One - Ton Dump Truck (lease to purchase) - \$60,000
 - Ambulance (lease to purchase) - \$203,000
 - ASO Administrative Assistant wages and related benefits and supplies - \$ 65,651
 - Parks Laborer wages and related benefits \$61,876
 - Water & Sewer Fund:
 - Blackhawk WWTP - Aeration System Upgrade - \$2,569,413
 - Blackhawk WWTP Re-rating - \$348,795
 - Blackhawk WWTP Additional Capacity (Year 3 of 6) - \$633,130
 - SEWPP - FY 2012-2017 Program Balance (Year 2 of 3) - \$411,002
 - SEWPP - FY 2019-2023 Program Balance (5 years) - \$810,000
 - City Wide Merit 2.75% - \$57,904
 - Vacuum/Jet Combination Sewer Truck (lease to purchase) - \$450,000
 5. In addition to the FY20 forces at work and decision packages, the adopted budget includes the following:
 - \$4,692,001 for streets improvements
 - \$500,000 as a current services level priority
 - \$4,192,001 funded by additional 3/8 of 1% sales tax
 - \$1,555,041 for downtown economic development
 - \$300,000 for sewer line maintenance in the Water & Sewer Fund
 - \$1,011,451 for G.O. Bond projects authorized in 2013 (street and park improvements)
 - \$2,906,809 for Sewer Projects to be funded with the 2016 Water and Sewer Revenue Bonds
 - \$16,484,200 for Water and Sewer Projects to be funded with the 2018 Water and Sewer Revenue Bonds

6. Fleet replacements included in the adopted Vehicle Replacement Fund budget total \$589,000:
 - Police Department – 7 patrol units and 1 CID vehicle
 - Fire Marshal – 1 emergency management SUV
 - Community Development – 1 code enforcement truck
 - Public Works (1 streets truck, 1 water utility truck and 1 water operations truck)

7. Debt Service payments funded and detailed in the adopted budget are:
 - Total Tax Debt Service (including capital leases) - \$38,950,112
 - 2019-20 principal, interest & fiscal agent fee payments – \$3,294,901
 - Total Water & Sewer Revenue Debt Service - \$67,217,600
 - 2019-20 principal, interest & fiscal agent fee payments - \$4,889,550
 - Total Capital Lease Debt Service for FVFD equipment
 - 2019-20 principal and interest - \$200,900
 - Year 6 of 7-year reimbursement for fire engine purchased in FY15
 - 1st year of estimated principal and interest payment for a fire truck to be purchased in FY20.
 - 1st year of estimated of principal and interest payment for an ambulance to be purchased in FY20.



*Excludes inter-fund transfers. Uses of fund balance and retained earnings in several funds total \$27,627,928; resulting in revenues offsetting budgeted expenditures.

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

Expenditure	FY20		FY19		FY18	
	Adopted	Percent Change PY	Adopted	Percent Change PY	Adopted	Percent Change PY
General Government*	\$6,895,676	13.2%	\$6,091,221	1.1%	\$6,026,860	6.9%
Public Safety	\$14,438,443	3.0%	\$14,023,544	9.1%	\$12,851,212	-0.5%
Community Development	\$1,227,230	8.1%	\$1,135,338	13.2%	\$1,002,600	3.2%
Public Works	\$14,678,833	46.2%	\$10,040,042	5.1%	\$9,556,685	5.5%
Engineering	\$783,759	-	\$0	-	\$0	-
Parks & Recreation	\$3,979,553	15.6%	\$3,441,934	0.9%	\$3,409,931	4.1%
Library	\$1,252,132	1.1%	\$1,239,090	1.9%	\$1,216,055	5.0%
Vehicle Replacement	\$589,000	85.9%	\$316,766	-16.9%	\$381,413	41.7%
Capital Improvements	\$27,055,666	76.8%	\$15,300,664	3.7%	\$14,756,720	19.2%
Debt Service	\$8,385,351	25.4%	\$6,684,276	-5.9%	\$7,102,761	10.1%
Total	\$79,285,643	36.1%	\$58,272,875	3.50%	\$56,304,237	8.0%

*General Government includes the following departments:

- Mayor & Council
- City Secretary
- Administrative Services
- Finance
- Municipal Court
- Human Resources
- Insurance
- Risk Management
- Information Technology
- Utility Billing

Changes to the FY20 Proposed Budget GENERAL FUND (001)

Original Proposed FY20 Revenue Estimate	\$29,510,086
Changes to Revenue:	
Changes from the proposed tax rate to the adopted tax rate	\$123,754
Total Changes to Funding Available	\$123,754
Revised FY20 Revenue Estimates	\$29,633,840
Original Proposed FY20 Expenditure Estimate	\$29,985,635
Changes to Expenditures:	
Additional amount to Senior Activity Center Community Events	\$ 5,000
Additional Decision Packages added:	
ASO Admin Assistant Position (FTE 1.0)	\$65,651
Parks Laborer Position (FTE 1.0)	\$61,876
Total Changes to Expenditures Estimates	\$ 132,527
Revised FY20 Expenditure Estimates	\$30,118,162
Original Proposed Use of Fund Balance	(\$475,549)
Change in amount to fund balance	(\$8,773)
Increase (Decrease) in Revised Use of Fund Balance in the General Fund	(\$484,322)

City of Friendswood, Texas

City Overview



Community

It's no surprise why Friendswood has been nationally recognized as one of the best places to live in the country. With low tax rates, outstanding public education, and the lowest crime rate in the region, Friendswood is the perfect place to live, work, and play. The city features beautiful parks and lush landscaping, along with a championship golf course. Children academically excel via two superior public school systems – Friendswood ISD and Clear Creek ISD. These attributes perfectly match Friendswood's affluent resident base of well-educated, high-income families. More than 50% of residents work in executive, professional, and managerial positions and generate an average household income of over \$140,000 – one of the highest in the Houston area.

History

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

City Overview

Today

Now, after 120 plus years, Friendswood has grown to around 41,216 residents. The Quaker values can still be seen through community involvement. Residents participate in city civic and education events and Fourth of July celebrations. As with any city, the goal is planning for continued quality growth to create a well-balanced community. Friendswood offers single-family residential housing in pleasant park-like settings, tucked-away from the busy stream of vehicular traffic. Friendswood is committed to attracting more local enterprises. This will complement and enhance the unique community environment carefully built in Friendswood over the past 100 years; one that is cherished by residents and business owners alike.

Location

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



Education

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

Clear Creek Independent School District (CCISD) is nestled along the NASA Johnson Space Center in Houston and the boating waters of the Gulf of Mexico, CCISD proudly serves the educational growth of more than 42,000 students. CCISD is the 28th largest school district in Texas, out of 1,199 districts. CCISD district spans 103 square miles, 13 municipalities, and two counties (Harris and Galveston).

Business

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

Quality Lifestyle

As with any City, the goal is planning for continued quality growth to create a well-balanced community. Friendswood offers single-family residential housing in pleasant, park-like settings, tucked-away from the busy stream of vehicular traffic. Friendswood is committed to attracting more local enterprises that will complement and enhance the unique community environment that has been carefully built over the past 100 years; one that has come to be cherished by residents and business owners alike.

Long Term Planning

A Multi-Year Financial Plan (MYFP) was developed in 2006. Originally, staff was directed to develop a plan to forecast the City's financial condition through 2020, the projected build-out date. The first version of this plan was drafted and later reduced in scope to a five year projection. At this time, the MYFP will continue to help plan and forecast in five year increments.

The MYFP is based on the City's strategic planning efforts, including the Comprehensive Land Use Plan, Vision 2020 and the Capital Improvements Plan. Departmental operational plans funding requirements to provide programs and services are included in the MYFP as well. Funding needs and available resources, both current and alternative revenue enhancements, are identified. Expenditures are projected based on departmental needs assessments and are organized based on "one-time" and "on-going" expenditures. In collaboration with Council, the plan is updated at least annually and serves as the basis of budget development.

Community Demographics

Demographics

Land size 21.2 sq. miles
Friendswood population est. 41,216
Number of households 14,842
Population by age

- ✓ Under 14 years 19%
- ✓ 15-19 years 8%
- ✓ 20-44 years 28%
- ✓ 45-64 years 31%
- ✓ 65 years and over 14%

Median Age – 41
Average household size - 2.82
2018 est. annual household income - \$140,321
98% high school graduation rate
44% of residents have a bachelor's degree
16% of residents have a graduate degree
Houston DMA population- 6,820,783

Labor Force and Economic Base

Labor Pool: 18-65
Friendswood: 20,438
Houston Area: 3,453,216
Employment by occupation

- ✓ 48% Managerial/Professional
- ✓ 10% Service Occupations
- ✓ 26% Sales and Office
- ✓ 8% Construction/Maintenance
- ✓ 8% Production/Transportation

Bay Area Predominant Business Categories

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

Top Employers

Friendswood ISD
H.E. Butt Grocery Company
Kroger Texas, LP (2 locations)
City of Friendswood
Clear Creek ISD
UTMB (4 locations)
Friendship Haven Healthcare & Rehabilitation
U.S. Post Office
McDonald's (2 locations)
Atria Assisted Living and Memory Care

Top Non-Residential Taxpayers

Texas-New Mexico Power Co.
A-S 108 Friendswood Crossing LP
The Beldon Friendswood LLC
H.E. Butt Grocery Company
Comcast of Houston LLC
HCP Friendswood LLC –
Brookdale Senior Living
CHP Friendswood SNF LLC
Frontier Land VPLL
Friendswood Huntington Woods
Kroger Texas LP

Financial Status

City Bond Rating:
Standard and Poor's:
General Obligation "AA+"
Revenue Bonds "AA-"

Tax Year 2019 Assessed Value:
\$4,583,286,494

Tax Year 2019 Taxable Value:
\$3,690,585,683

Actual FY17-18 Sales tax revenue:
\$8,419,956

Projected FY19-20 Sales tax revenue:
\$8,760,322

Total sales tax rate: 8.25%
6.25% State
2.00% City

Tax Year 2019
City property tax rate: \$0.5214
\$0.4321 General Fund
\$0.0893 Debt Service

Community Demographics

Quality of Life

2018 Avg homestead value: \$294,213
2018 Avg taxable home value: \$235,370
2018 Avg new home value: \$435,131

2018 Cost of Living Index, Annual Average

✓ Houston	95.0
✓ Atlanta	102.7
✓ Chicago	120.8
✓ Miami	116.9
✓ Los Angeles	146.8
✓ Washington, DC	161.0
✓ New York	240.6

2017 Low crime rate per 1,000 population

Friendswood	8.93
Alvin	20.16
Galveston	40.12
Houston	52.24
League City	17.23
Pearland	16.48
Sugar Land	15.15
Webster	80.81
Texas City	39.80

Education

Served by 2 Public School Districts
(in order by land area served)

Friendswood ISD - 5A

Web: www.fisd12.net

Clear Creek ISD - 6A

Web: www.ccisd.net

Recreation

10 City parks

2 County parks

266 acres of green space, nature trails and sports fields

Adult, Youth, and senior programs

Annual special events with 10,000

attendees include July 4 celebration,

Memorial Day Celebration, Flap Jack Fun

Run, Santa in the Park, Daddy & Daughter

Dance, Youth Fishing Derby, Youth Sports

Day Program, Movies in the Park, and

Concerts



**FY
2020**

ADOPTED BUDGET

OPERATING FUNDS



\$79.5
MILLION
revenue



\$79.3
MILLION
expenditure

WHERE DOES THE MONEY COME FROM?



24%
PROPERTY
TAX



1%
PERMITS &
LICENSES



1%
GRANTS &
INTERLOCAL



20%
UTILITY
SERVICES



14%
OTHER
TAX



1%
FINES



1%
COMMUNITY
SERVICES



38%
OTHER



DID YOU KNOW?

Over the last 40 years, the City's total tax rate has decreased by 25 cents



WHERE DO THE DOLLARS GO?



9%
GENERAL
GOVERNMENT



1%
ENGINEERING



18%
PUBLIC
SAFETY



11%
DEBT
SERVICE



<1%
FLEET
REPLACEMENT



<2%
LIBRARY



5%
PARKS &
RECREATION



34%
CAPITAL
IMPROVEMENTS



20%
COMMUNITY
DEVELOPMENT & PUBLIC
WORKS

Fiscal Year Fact Sheet

Net Assessed Property Valuation (estimated of 8/14/19)	\$3,690,585,683
Adopted Tax Rate per \$100 Valuation	\$0.5214
Square Miles	approx. 21
Population, Estimated as of 7/01/19	41,216

Staffing	<u>FY19</u>	<u>FY20</u>
Full-time employees (FTE)	216.00	218.00
Part-time employees (FTE)	<u>19.19</u>	<u>18.99</u>
Total employees	235.19	236.99

Number of Utility Customers as of 7/1/19	<u>FY19</u>	<u>FY20</u>
Water	13,676	13,910
Sewer	12,658	12,865

(Utility customer numbers reflect new connections net of Hurricane Harvey related disconnections)

Utility Rates - (Billed Bi-monthly)

Utility cost of service & rate analysis is currently underway and may impact future utility rates.

Current Monthly Water Rates

Minimum Charge - Single Family Residential (includes 3,000 gallons)	
Meter Size up to 1 inch	\$20.23
Meter Size 1 ½"	\$40.74
Meter Size 2"	\$65.45
Meter Size 3"	\$89.00
Meter Size 4"	\$122.65
Meter Size 6"	\$206.76
Meter Size 8"	\$307.70

Volumetric Charges - Single Family Residential (consumption over 3,000 gallons)	
3,001 – 10,000 gallons	\$2.90 per 1,000 gallons
10,001 – 25,000 gallons	\$3.63 per 1,000 gallons
Above 25,000 gallons	\$5.44 per 1,000 gallons

Minimum Charge - Commercial, Multi-unit (residential or commercial), Irrigation/Sprinkler	
Meter Size up to 1 inch	\$20.23
Meter Size 1 ½"	\$40.74
Meter Size 2"	\$65.45
Meter Size 3"	\$89.00
Meter Size 4"	\$122.65
Meter Size 6"	\$206.76
Meter Size 8"	\$307.70

Fiscal Year Fact Sheet

Volumetric Charges - Commercial, Multi-unit (residential or commercial)	
\$4.66 per 1,000 gallons	

Volumetric Charges - Irrigation/Sprinkler	
0 – 3,000 gallons	\$0.00 per 1,000 gallons
3,001 – 10,000 gallons	\$4.00 per 1,000 gallons
10,001 – 25,000 gallons	\$4.25 per 1,000 gallons
Above 25,000 gallons	\$5.44 per 1,000 gallons

Current Monthly Sewer Rates

Minimum Charge – All customer classes	\$23.00
Volumetric Charges – Single Family Residential (based on Winter Months Average)	\$2.40 per 1,000 gallons
Volumetric Charges – Residential (multi-unit) and Commercial (single or multi-unit)	\$2.40 per 1,000 gallons

Current Monthly Sanitation Rate \$16.10 + tax (includes curbside recycling fee)

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

Adopted by Resolution



City of Friendswood Mission Statement

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

Guiding Principles

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

Council Philosophy

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

Strategic Goals

1. Communication

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

2. Economic Development

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

3. Preservation

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

4. Partnerships

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

5. Public Safety

- Build and expand external partnerships
- Ensure a safe environment

6. Organizational Development

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

Strategic Goal Matrix

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

Mayor & Council	City Secretary's Office	City Manager's Office	Administrative Services Office	Police Dept.	Fire Marshal's Office	Community Development Dept.	Public Works	Engineering	Library	Parks and Recreation	
<input checked="" type="checkbox"/>	1) Communication										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2) Economic Dev.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3) Preservation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	4) Partnerships
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5) Public Safety
<input checked="" type="checkbox"/>	6) Organizational Dev.										

City Planning for the Future

Planning Tool	Purpose	Budgetary Impacts
Comprehensive Plan (2008)	Identifies long-range capital and infrastructure needs in the following: <ul style="list-style-type: none"> • Existing & Future Land Use • Major Thoroughfares • Utility Systems • Community Facilities • Parks and Open Space • Community Facilities and Drainage Element 	The City's operational and capital budgets increase as a result of projects identified in the Comprehensive Plan. <ul style="list-style-type: none"> • Property tax revenue expected to increase as available land is developed. • State funding may be available to the City for major thoroughfare development. • One-time capital expenditures are included in the budget based on streets, facilities, parks and utility infrastructure improvement needs identified in the plan. • Tax rate increases may be needed to support identified projects.
Master Drainage Plan (1993; Updated in 2007)	Identifies long-range improvement needs for City drainage or storm water run-off and water quality	The City's operational and capital budgets increase as a result of projects identified in the Master Drainage Plan. <ul style="list-style-type: none"> • Tax rates may increase or bond issuances may occur to support drainage infrastructure improvements needs.
Master Streetlight Plan (1994)	Provides an inventory of City owned streetlights with replacement schedule based on expected useful life.	Based on funding availability, the annual capital operating budget may increase due to streetlight replacement needs. <ul style="list-style-type: none"> • General Fund revenue sources could be used to support streetlight replacements.
Information Technology Master Plan (2000) Technology Strategic Plan (2011-2012)	Identifies needs and replacement of the City's technology resources (hardware and software)	The City's operational and capital budgets increase as a result of projects identified in the Information Technology Master and/or Strategic Plans. <ul style="list-style-type: none"> • Capital lease financing options, General and Enterprise Fund revenue sources could be used to support for IT capital expenses.
Ground Water Reduction Plan (2001)	Provides estimated water consumption patterns, recommendations for water conservation methods, water rate structures to support capital improvements needed Based on the Harris-Galveston Coastal Subsidence District regulations on groundwater withdrawal reduction requirements	As funds are available, the City's enterprise fund operational and capital budgets increase due to improvement projects included in the plan. <ul style="list-style-type: none"> • Capital project funding options could include revenue bond issuances, increase utility user fees.

City Planning for the Future

Planning Tool	Purpose	Budgetary Impacts
Main Street Implementation Plan (2004)	<p>Identifies land development options including land parcels within the City's downtown area</p> <p>Refines and details a potential conceptual plan for town center development</p>	<p>Funding for the downtown improvements would be funded by business owners/developers in the City's downtown area.</p> <p>The City's operating budget would have limited impact from projects.</p>
<p>Emergency Operations Plan (2019 Updated)</p> <p>Friendswood Hazard Mitigation Plan (2015 Updated)</p> <p>Galveston County Hazard Mitigation Plan (2016 Updated)</p> <p>Harris County Hazard Mitigation Plan (2020 Updated)</p>	<p>Details the City's emergency management program by providing the framework for coordinating and integrating all activities necessary to build, sustain, and improve capabilities to prevent, protect against, mitigate, respond to, and recover from threatened or actual natural, technological, or human-caused disasters.</p> <p>Hazard mitigation planning enables action to reduce loss of life and property, lessening the impact of disasters and creating a more resilient community.</p> <p>In 2020 Friendswood HMP will expire. Friendswood will utilize Federal Guidance and will participate in Galveston and Harris Counties' County-Wide Plans.</p>	<p>The EOP is necessary to coordinate emergency response between all City Departments, the FWVFD, and other local partners. The EOP designates responsibilities for various response functions. The EOP also qualifies the City for the Emergency Management Performance Grant (EMPG) and other pre and post disaster grant funding.</p> <p>A FEMA-approved Hazard Mitigation Plan allows the City to qualify for certain types of non-emergency disaster assistance, including funding for mitigation projects.</p>
Utility Master Plan (2008 Updated)	<p>Provides service maps of the City's existing water and sewer systems</p> <p>Defines un-served or under-served areas in the City for utility service expansion or upgrades</p> <p>Includes estimated construction cost associated with potential projects</p>	<p>Based on funding availability and service level needs, utility capital projects are included in the City's operating and capital budget.</p> <ul style="list-style-type: none"> • Water & sewer user fees, utility impact fees, revenue bonds potential funding sources for utility capital projects.
Pavement Master Plan (2009)	<p>Provides an inventory, evaluation and assessment of the City's roadways</p> <p>Helps determine the best timing for street rehabilitation or replacement projects to maintain acceptable service levels.</p>	<p>Based on funding availability, street improvement projects identified in the plan are included in the City's annual operating and capital budget.</p> <ul style="list-style-type: none"> • General obligation bond issuance to fund street projects is an option that could impact the City's tax rate.
Capital Improvements Plan (2017)	<p>Identifies the City's capital expenditure needs, outlines costs and potential funding sources over a 5-year period</p>	<p>Operating and capital budgets would include funding or debt service requirements and operating costs of new projects and infrastructure improvements included in the CIP.</p>
Parks and Open Space Master Plan (2010)	<p>Establishes a 10-year guide for parks and facilities capital improvements</p> <p>Based on National Recreation and Parks Association (NRPA) standards for cities of Friendswood's size and population</p>	<p>Based on service level expectations and available funds, capital improvements and associated operational costs identified in the Plan are included in the City's operational and capital budgets.</p>

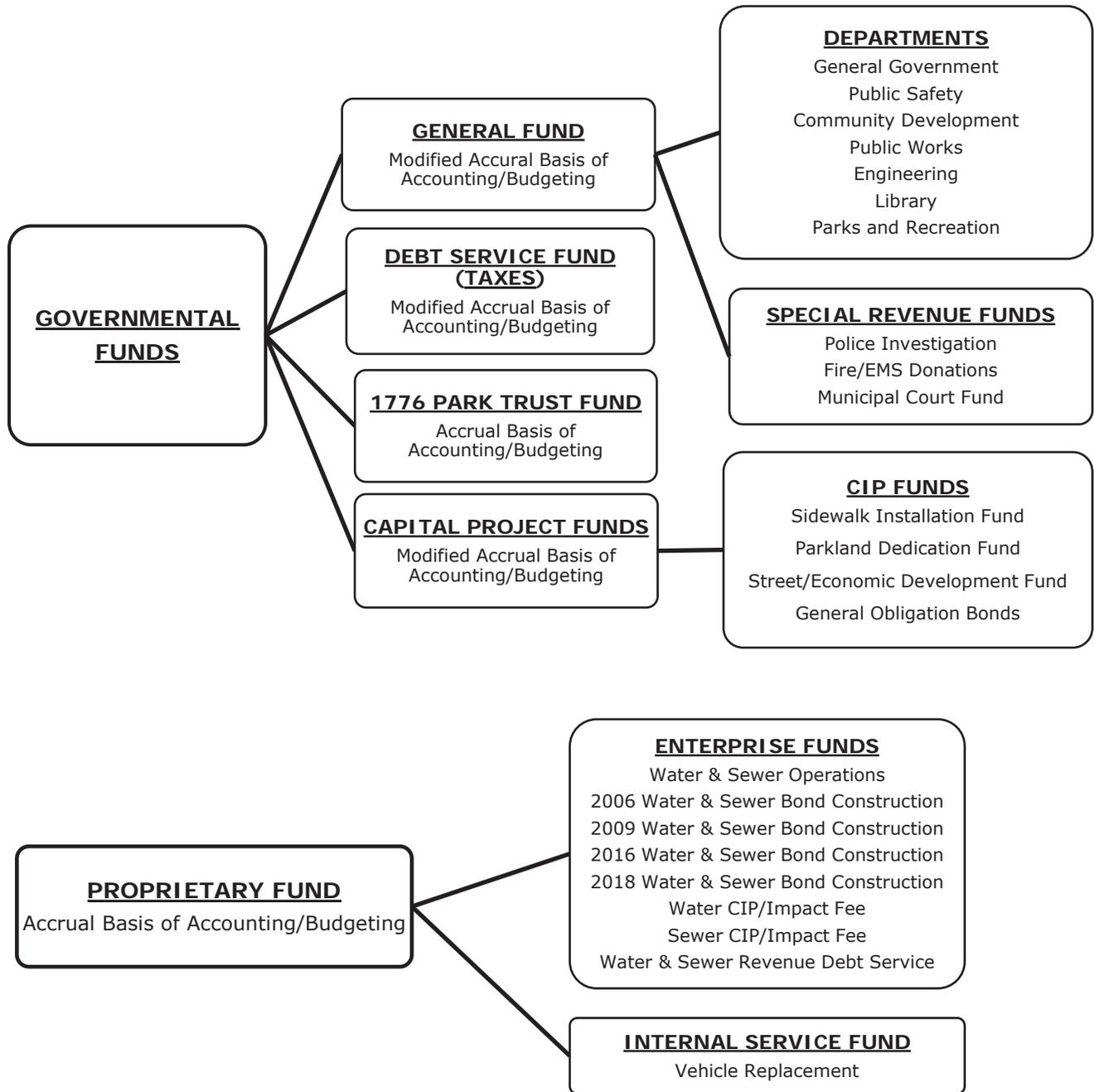
City Planning for the Future

Planning Tool	Purpose	Budgetary Impacts
Economic Development Marketing Plan and Strategic Plan (2015)	Targets and encourages business and industries whose creation, expansion or relocation to Friendswood will stimulate the City's economy	Operating budget includes funding for marketing and advertising costs identified in the Plans to meet the City's economic development goals.
Friendswood Downtown District Improvement Plan (2018)	Improving and funding downtown district projects including but not limited to streets, targeted infrastructure, paved sidewalks, pedestrian amenities including lighting, benches, signage, and other related public improvements, and the maintenance and operations expenses of such projects.	Improvement projects are based on funding availability from the one-eighth (1/8) of one-cent Type B sales tax.
Library Long-Range Strategic Plan (2017-2022)	Provides citizen survey results and Library Planning Committee input calling for the expansion or relocation of the City's existing Library facility Addresses library service recommended to meet the needs of Friendswood's growing population	Additional operational costs and debt service payments will be included in the City's future operating budgets.
Multi-Year Financial Plan (2020)	Projects the City's General Fund operating budget revenues and expenditures over a 5-year period Forecasts the impact of existing and potential debt service on the City's operating budget	Year 1 of the multi-year financial plan is the basis for the City's annual operating budget Projections included in the plan are adjusted during annual budget development based on service level expectations and current economic factors
City Operating Budget (2020)	Functions as an annual financial, operations, communications and policy guide for carrying out the City's mission of service to its citizens	Revenue and expenditures required to meet the City's established goals make up the City's annual operating budget

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Fund Flowchart



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

Basis of Budgeting and Accounting:

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

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

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

GOVERNMENTAL FUNDS

The City maintains several governmental funds. All governmental funds are budgeted and are presented separately. Each fund schedule includes revenues and expenditures for FY18 actual; FY19 Original and Amended budgets as well as year-to-date actual through June; and the FY20 Adopted Budget. The General Fund and the Bond Construction 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, public works, engineering, library and parks and recreation.)

Special Revenue Funds

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

- Police Investigation Fund
- Fire/EMS Donation Fund
- Municipal Court 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

Capital Project Funds are governmental funds used to account for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds). The Bond Construction Funds are presented as one Capital Projects Fund in the Comprehensive Annual Financial Report. However, the City budgets each of the two components (2010 General Obligation Bonds and 2015-2017 General Obligation Bonds) as a separate Capital Projects Fund. There are seven budgeted capital project funds.

- 2010 General Obligation Bonds Fund
- 2015-2017 General Obligation Bonds Fund
- Sidewalk Installation Fund
- Park Land Dedication Fund
- Streets Maintenance Fund
- Economic Development Fund

1776 Park Trust Fund

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

PROPRIETARY FUNDS

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

Enterprise Fund

The Enterprise Fund is used to budget for the acquisition, operation and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges. The business-type activities of the Enterprise Fund include the City's water and sewer system. The Enterprise Fund is maintained in 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 eight components as separate Water and Sewer funds. The budgeted Water and Sewer Funds include:

- Water and Sewer Operation Fund
- 2006 Water and Sewer Bond Construction Fund
- 2009 Water and Sewer Bond Construction Fund
- 2016 Water and Sewer Bond Construction Fund
- 2018 Water and Sewer Bond Construction Fund
- Water CIP/Impact Fee Fund
- Sewer CIP/Impact Fee Fund
- Water and Sewer Revenue Debt Service Fund

Internal Service Fund

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

- Vehicle Replacement Fund

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

FUND	DEPARTMENT										
	M/CC	CSO	CMO	ASO	PD	FMO	CDD	PW	ENG	LIB	PR
General Operating											
Police Investigation											
Fire/EMS Donations											
Municipal Court Fund											
Park Land Dedication											
Streets Improvement											
Economic Devel Improvements											
Tax Debt Service											
1776 Park Trust											
Capital Project Funds											
Water & Sewer Operating											
Water & Sewer Bonds											
Water CIP/Impact Fees											
Sewer CIP/Impact Fees											
Water & Sewer Tax Debt											
Vehicle Replacement											

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

Financial Management Policy
(with adopted revisions 10-1-2018)

Introduction

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

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

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

Financial Objectives

Revenues

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

Expenditures

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

Fund Balance/Retained Earnings

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

Capital Expenditures and Improvements

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

Debt Management

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

Investments

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

Intergovernmental Relations

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

Grants

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

Economic Development

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

Fiscal Monitoring

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

Accounting, Auditing and Financial Reporting

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

Internal Control

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

Risk Management

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

Budget

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

I. Revenues

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

Balance and Diversification in Revenue Sources

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

User Fees

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

Property Tax Revenues/Tax Rate

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

Utility/Enterprise Funds User Fees

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

Administrative Services Charges

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

Revenue Estimates for Budgeting

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

Revenue Collection and Administration

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

II. Expenditures

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

Current Funding Basis

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

Avoidance of Operating Deficits

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

Maintenance of Capital Assets

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

Periodic Program Reviews

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

Purchasing

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

III. Fund Balance/Working Capital/Net Assets

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

General Fund Unassigned Fund Balance

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

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

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

Use of Fund Balance/ Working Capital

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

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

IV. Capital Expenditures and Improvements

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

Capital Improvements Planning Program

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

Replacement of City Vehicles

- The City shall annually prepare a schedule for the replacement of its vehicles. Within the resources available each fiscal year, the City shall replace these assets according to this schedule.
- The Vehicle Replacement Fund will purchase all City vehicles. 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.
- Heavy equipment that cost more than \$50,000 may be funded by one of the capital expenditure financing methods discussed below.

Capital Expenditures Financing

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

Capitalization Threshold for Tangible Capital Assets

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

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

V. Debt Management

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

Use of Debt Financing

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

Amortization of Debt

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

Affordability Targets

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

Sale Process

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

Rating Agencies Presentation

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

Continuing Disclosure

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

Debt Refunding

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

Continuing Compliance with Federal Tax Covenants

- **Arbitrage Compliance**

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

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

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

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

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

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

VI. Investments

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

VII. Intergovernmental Relations

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

Interlocal Cooperation in Delivery of Services

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

Legislative Program

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

VIII. Grants

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

Grant Guidelines

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

Indirect Costs

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

Grant Review

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

Grant Program Termination

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

IX. Economic Development

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

Commitment to Expansion and Diversification

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

Tax Abatements

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

Increase Non-Residential Share of Tax Base

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

Coordinate Efforts With Other Jurisdictions

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

X. Fiscal Monitoring

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

Financial Status and Performance Reports

- Monthly reports shall be prepared comparing expenditures and revenues to original and amended budgets. Explanatory notes will be included, as needed.

XI. Accounting, Auditing and Financial Reporting

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

shall select an independent firm of certified public accountants to perform an annual audit of its accounting and financial reporting practices.

XII. Internal Control

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

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

XIII. Risk Management

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

XIV. Operating Budget

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

Any transfer of intradepartmental appropriations shall be authorized, in writing, by the City Manager. Transfers from personnel expenditure category line items to non-personnel expenditure category line items of the adopted budget are permitted, with City Manager approval, when the expense for which the transfer is made is directly related to personnel. No transfer of more than \$50,000 shall be authorized by the City Manager without prior approval of the City Council. Written justification shall be attached to each request to the City Manager for a transfer of appropriation and, if authorized, the written justification shall be attached to the City Manager's written authorization. All applicable bidding and purchasing laws shall be followed. New capital projects or projects not otherwise provided for in the budget shall not be funded through transfers.

Charter Budget Provisions
(excerpt from City of Friendswood Charter)

Charter Budget Provisions

Section 8.03. Annual Budget

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

- (1) Tax levies, rates, and collections for the proceeding five years.
- (2) The amount required for interest on the city's debts, for sinking fund and for maturing serial bonds.
- (3) The total amount of outstanding city debts, with a schedule of maturities on bond issues.
- (4) Anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the city and the proposed method of its disposition, subsidiary budgets for each such utility giving detailed income and expenditure information shall be attached as appendices to the budget.
- (5) A capital program, which may be revised and extended each year to indicate capital improvements pending or in process of construction or acquisition, and shall include the following items which shall be attached as appendices to the budget:
 - (a) A summary of proposed programs;
 - (b) A list of all capital improvements which are proposed to be undertaken during five fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;
 - (c) Cost estimates, method of financing and recommended time schedules for each such improvement; and
 - (d) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.
- (6) Such other information as may be required by the council.
 - (b) Submission: On or before the first day of August of each year, the manager shall submit to the council a proposed budget and an accompanying message. The council shall review the proposed budget and revise as deemed appropriate prior to general circulation for public hearing.
 - (c) Public notice and hearing: The council shall post in the city hall and publish in the official newspaper a general summary of their (its) proposed budget and a notice stating:
 - (1) The times and places where copies of the message and budget are available for inspection by the public; and

Charter Budget Provisions

- (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.

Section 8.04. Amendments after adoption

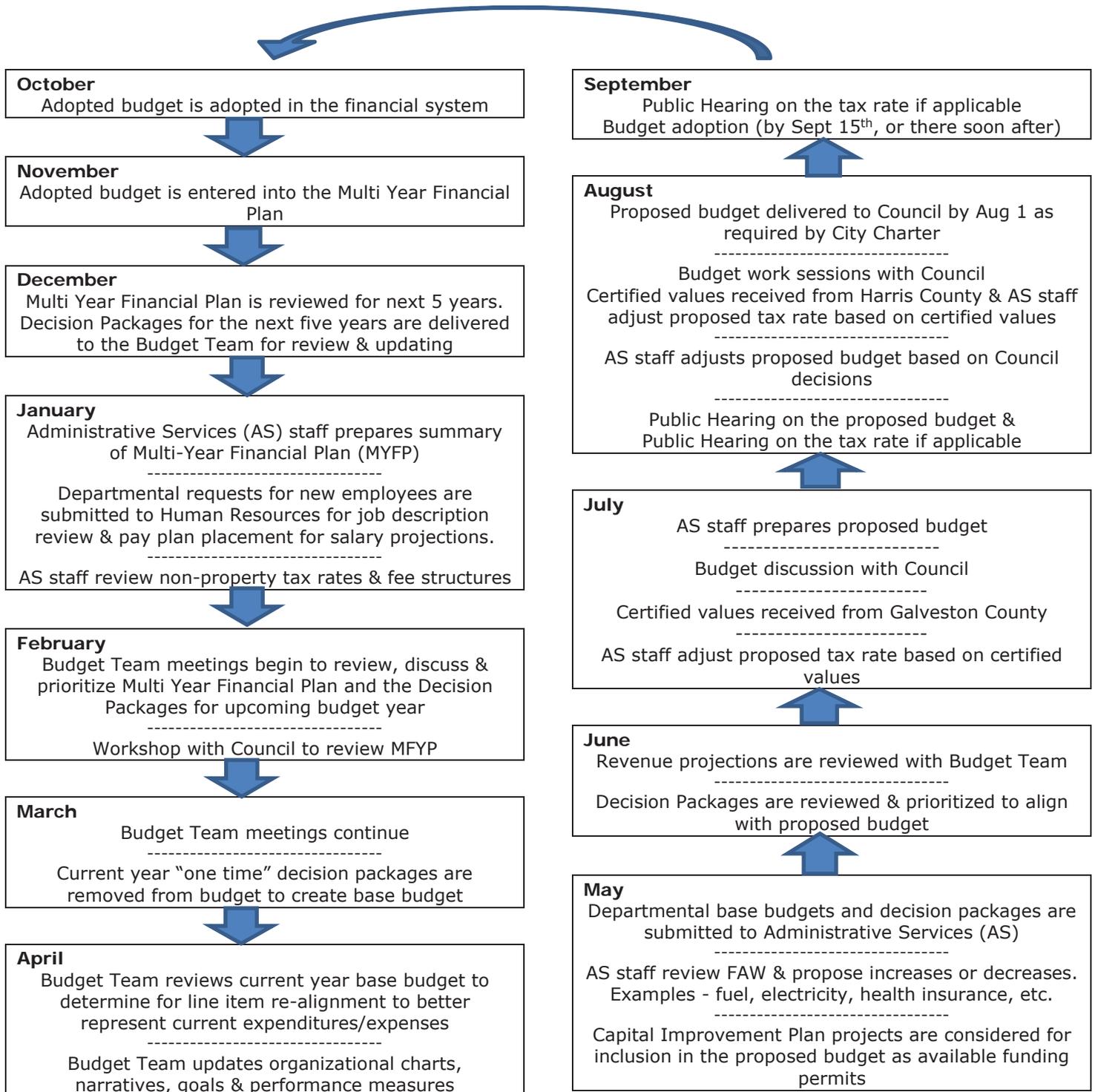
- (a) Supplemental appropriations: If during the fiscal year the manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the council by ordinance may make supplemental appropriation for the year up to the amount of such excess.
- (b) Emergency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

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

Budget Process

The City of Friendswood's budget process is an integral part of the City's strategic planning. The budget team moves through the process using the City's core values: **Trust, Respect, Accountability, and Quality** or "**TRAQ**" as our guide in decision-making.

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



Budget Calendar

Month	Activity	Responsible Party
May 17	Departmental base budgets & decision packages submitted to Budget Office	Dept Directors or Designee
May 17	Departmental Narratives, Goals & Org. Charts due to Budget Office	Dept Directors or Designee
June 29	Review Key Budget Drivers at City Council Retreat	City Council, City Mgr. and Asst. City Mgr & Budget Team
June 26	Budget Team Meeting Present Decision Packages & Forces at Work	Dept. Directors or Designee and Budget Team
June 26	Ranking of Decision Packages due to Budget Office	Dept Directors of Designee
June 29	Council Retreat	City Council and City Mgr
July 15	Review Revenue Projections & Preliminary Budget Priorities	Admin. Services and Budget Team*
	Review Decision Packages & align with Proposed Budget	Admin. Services
July 22	Receive certified property values from Galveston Central Appraisal District (GCAD)	GCAD
	Adjust Proposed Tax Rate (if needed)	Admin Services
July 24	Deliver Proposed Transmittal Letter & Budget in Brief to City Manager for review	City Manager
July 24	Final Draft of Proposed Transmittal Letter & Budget in Brief due from City Manager to Budget Office	City Manager
July 25	Deliver Proposed Budget to City Council (due date per City Charter is August 1st)	City Mgr. & Admin. Services
August 5	Proposed Budget work session with City Council	City Council, City Mgr. and Budget Team
August 12, 19, 26	If needed, Monday dates available to have additional budget work sessions	City Council, City Mgr, and Budget Team
August 26	Receive certified property values from Houston Central Appraisal District (HCAD)	HCAD
	Adjust Proposed Tax Rate (if needed)	Admin Services
August 28	Publication of Public Hearing on Proposed Budget	Admin Services and City Secretary's Office
September 5	72 hour notice of Public Hearing on Budget (Open Meetings Notice)	Admin Services and City Secretary's Office
September 9	Public Hearing on Proposed Budget & Record vote on Tax Rate	City Council, City Mgr and Budget Team
September 11	1 st Publication of Proposed Tax Rate	Admin Services and City Secretary's Office
September 19	72 hour notice of Public Hearing on Budget (Open Meetings Notice)	Admin Services and City Secretary's Office
September 23	1 st Public Hearing on Proposed Tax Rate	City Council, City Mgr and Budget Team
September 26	72 hour notice of Public Hearing on Budget (Open Meetings Notice)	Admin Services and City Secretary's Office
September 30	2 nd Public Hearing on Proposed Tax Rate	City Council, City Mgr and Budget Team
October 3	72 hour notice of Public Hearing on Budget (Open Meetings Notice)	Admin Services and City Secretary's Office
October 7	First & Final reading of ordinances adopting Budget & Tax Rate	City Council

**BUDGET SUMMARY
FUND SUMMARY
(ALL FUNDS)**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
TAXES	\$27,770,704	\$28,197,440	\$28,197,440	\$23,877,966	\$28,479,482	\$30,418,705
PERMITS AND LICENSES	820,228	849,000	849,000	516,666	\$685,240	857,216
INTERGOVERNMENTAL REVENUES	4,381,336	548,017	652,101	772,388	\$871,040	583,200
CHARGES FOR SERVICES	12,145,158	13,636,879	13,640,059	7,516,325	\$13,011,822	16,505,919
FINES	695,397	751,960	751,960	629,858	\$839,775	837,580
INTEREST EARNED	525,559	401,953	401,953	769,494	990,129	964,300
VRP REIMBURSEMENTS	380,684	550,817	550,817	413,046	\$550,817	691,400
MISCELLANEOUS RECEIPTS	3,151,321	926,078	1,067,226	22,872,391	23,222,701	995,315
USE OF FUND BALANCE/RETAINED EARNINGS	1,885,804	12,766,009	16,581,074	6,581,206	\$11,672,997	27,627,928
TOTAL REVENUES	\$51,756,191	\$58,628,153	\$62,691,630	\$63,949,339	\$80,324,003	\$79,481,563
EXPENDITURES						
GENERAL GOVERNMENT	\$6,134,572	\$6,091,221	\$6,427,972	\$4,384,436	\$6,194,854	\$6,895,676
PUBLIC SAFETY	17,492,858	14,023,544	14,353,044	10,034,839	13,970,089	14,438,443
COMMUNITY DEVELOPMENT	994,804	1,135,338	1,135,338	781,398	1,086,926	1,227,230
PUBLIC WORKS	8,579,413	10,040,042	12,277,088	8,252,086	11,928,281	14,678,833
ENGINEERING	0	0	0	0	0	783,759
PARKS AND RECREATION	3,629,507	3,441,934	3,897,361	2,680,416	3,890,708	3,979,553
LIBRARY	1,214,027	1,239,090	1,300,219	862,982	1,242,823	1,252,132
VEHICLE REPLACEMENT FUND	748,917	316,766	660,357	516,504	660,357	589,000
CAPITAL IMPROVEMENTS	3,117,545	15,300,664	14,825,402	6,250,846	12,388,532	27,055,666
DEBT SERVICE	6,616,359	6,684,276	7,295,768	5,465,609	7,305,267	8,385,351
TOTAL EXPENDITURES	\$48,528,002	\$58,272,875	\$62,172,549	\$39,229,116	\$58,667,837	\$79,285,643

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Totals above exclude interfund transfers.

* Amended budget includes prior year encumbrances.

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

*** Net income reflects use of fund balance or retained earnings for operating expenditures.

FY20 uses totaling \$27,627,928 for operational expenditures in the following funds:

- General Fund - \$484,322
- Municipal Court Fund - \$807
- Park Land Dedication Fund - \$75,734
- Streets Improvement Fund - \$2,533,501
- Economic Development Improvements Fund - \$1,021,651
- 2015/2016/2017 General Obligation Bonds Fund - \$893,641
- Water & Sewer Fund - \$3,617,863
- 2016 Water & Sewer Bond Construction Fund - \$2,848,099
- 2018 Water & Sewer Bond Construction Fund - \$16,152,310

REVENUES AND EXPENDITURES BY FUND

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
GENERAL FUND	\$30,800,441	\$26,265,433	\$26,506,486	\$22,289,953	\$26,811,838	\$28,238,573
POLICE INVESTIGATION FUND	264,260	1,307	1,307	16,026	\$16,986	4,720
FIRE/EMS DONATION FUND	235,161	176,337	176,337	171,000	\$227,874	200,900
MUNICIPAL COURT FUND	28,072	29,002	29,002	22,906	\$30,324	52,280
SIDEWALK INSTALLATION FUND	305	245	245	310	\$388	420
PARK LAND DEDICATION FUND	49,437	43,232	43,232	25,620	\$34,160	32,430
STREETS IMPROVEMENT FUND	1,587,054	1,546,740	1,546,740	967,006	\$1,644,296	1,658,500
ECONOMIC DEVELOPMENT IMPROVEMENTS FUND	526,928	514,172	514,172	442,914	\$577,021	549,390
TAX DEBT SERVICE FUND	3,183,988	3,243,148	3,243,148	3,183,829	\$3,250,472	3,332,531
GO BOND CONSTRUCTION FUNDS	114,567	86,403	86,403	86,659	\$115,540	117,810
VEHICLE REPLACEMENT FUND	675,832	557,395	557,395	435,581	\$574,737	698,350
WATER & SEWER FUND	11,860,854	12,743,968	12,751,327	7,347,961	\$12,816,888	16,108,331
2006 WATER & SEWER BOND CONSTRUCTION FUND	1,189	0	0	823	\$1,088	0
2009 WATER & SEWER BOND CONSTRUCTION FUND	6,122	0	0	6,464	\$8,546	0
2016 WATER & SEWER BOND CONSTRUCTION FUND	61,588	58,710	58,710	56,665	\$75,115	58,710
2018 WATER & SEWER BOND CONSTRUCTION FUND	0	0	0	22,004,603	\$22,071,309	331,890
WATER & SEWER CIP/IMPACT FEE FUNDS	464,431	588,453	588,453	287,663	\$366,985	441,300
WATER & SEWER REVENUE DEBT SERVICE FUND	9,795	7,307	7,307	21,873	\$27,094	27,130
1776 PARK TRUST FUND	363	292	292	277	\$345	370
USE OF FUND BALANCE/RETAINED EARNINGS	1,885,804	12,766,009	16,581,074	6,581,206	\$11,672,997	27,627,928
TOTAL REVENUES	\$51,756,191	\$58,628,153	\$62,691,630	\$63,949,339	\$80,324,003	\$79,481,563

EXPENDITURES						
GENERAL FUND	\$31,431,381	\$28,211,899	\$32,123,724	\$21,106,494	\$31,143,565	\$30,118,162
POLICE INVESTIGATION FUND	97,465	0	116,457	28,557	116,457	0
FIRE/EMS DONATION FUND	235,415	176,337	176,337	154,488	226,965	200,900
MUNICIPAL COURT FUND	12,597	36,828	46,828	23,528	46,828	53,087
SIDEWALK INSTALLATION FUND	0	0	0	0	0	0
PARK LAND DEDICATION FUND	109,113	167,819	190,177	201,069	201,069	108,164
STREETS IMPROVEMENT FUND	0	4,093,608	1,700,000	1,207,197	1,700,000	4,192,001
ECONOMIC DEVELOPMENT IMPROVEMENTS FUND	318,998	914,015	43,818	34,554	43,818	1,555,041
TAX DEBT SERVICE FUND	3,216,880	3,217,119	3,217,119	2,445,538	3,217,118	3,294,901
GO BOND CONSTRUCTION FUNDS	951,509	6,367,114	5,046,909	2,867,151	5,035,955	1,011,451
VEHICLE REPLACEMENT FUND	748,917	316,766	660,357	516,504	660,357	589,000
WATER & SEWER FUND	7,367,833	8,479,162	11,552,413	7,333,496	11,404,603	13,882,377
2006 WATER & SEWER BOND CONSTRUCTION FUND	0	0	0	0	44,157	0
2009 WATER & SEWER BOND CONSTRUCTION FUND	0	0	0	0	346,829	0
2016 WATER & SEWER BOND CONSTRUCTION FUND	696,294	2,960,108	3,065,966	131,514	238,172	2,906,809
2018 WATER & SEWER BOND CONSTRUCTION FUND	0	0	275,000	221,535	275,000	16,484,200
WATER & SEWER CIP/IMPACT FEE FUNDS	0	0	0	0	0	0
WATER & SEWER REVENUE DEBT SERVICE FUND	3,333,675	3,332,100	3,943,592	2,957,491	3,953,092	4,889,550
1776 PARK TRUST FUND	7,925	0	13,852	0	13,852	0
TOTAL EXPENDITURES	\$48,528,002	\$58,272,875	\$62,172,549	\$39,229,116	\$58,667,837	\$79,285,643
			*		**	***

Totals above exclude interfund transfers.

* Amended budget includes prior year encumbrances.

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

*** Net income reflects use of fund balance or retained earnings for operating expenditures.

FY20 uses totaling \$27,627,928 for operational expenditures in the following funds:

- General Fund - \$484,322
- Municipal Court Fund - \$807
- Park Land Dedication Fund - \$75,734
- Streets Improvement Fund - \$2,533,501
- Economic Development Improvements Fund - \$1,021,651
- 2015/2016/2017 General Obligation Bonds Fund - \$893,641
- Water & Sewer Fund - \$3,617,863
- 2016 Water & Sewer Bond Construction Fund - \$2,848,099
- 2018 Water & Sewer Bond Construction Fund - \$16,152,310

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 engineering, library and parks and recreation.

**GENERAL FUND (001)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
PROPERTY TAX	\$14,487,465	\$14,888,335	\$14,888,335	\$14,586,785	\$14,805,670	\$16,126,914
SALES TAX	6,326,825	6,294,492	6,294,492	3,788,222	6,488,330	6,597,532
FRANCHISE	1,617,121	1,675,966	1,675,966	967,244	1,753,890	2,155,318
MIXED DRINKS	68,989	55,282	55,282	26,010	55,290	56,250
LICENSES AND PERMITS	820,228	849,000	849,000	516,666	685,240	857,216
INTERGOVERNMENTAL REVENUES	4,381,336	548,017	652,101	772,388	871,040	583,200
CHARGES FOR SERVICES	366,759	776,645	779,825	293,211	368,410	459,083
FINES AND FORFEITURES	669,847	724,960	724,960	609,559	812,710	788,580
INTEREST EARNED	166,817	118,783	118,783	180,120	240,140	237,790
OTHER	1,400,614	333,953	463,732	544,100	725,470	376,690
ASSET DISPOSITION	9,135	0	4,010	5,648	5,648	0
TOTAL REVENUES	\$30,315,136	\$26,265,433	\$26,506,486	\$22,289,953	\$26,811,838	\$28,238,573
EXPENDITURES						
MAYOR & COUNCIL	\$396,163	\$319,784	\$338,192	\$220,102	\$319,737	\$369,058
CITY SECRETARY	505,696	537,488	543,192	363,785	522,078	558,704
CITY MANAGER	1,137,780	1,015,737	1,169,231	798,144	1,149,994	1,046,768
ADMINISTRATIVE SERVICES	3,532,622	3,642,527	3,801,672	2,586,296	3,643,288	4,313,528
POLICE	10,694,515	11,210,483	11,387,934	7,857,684	11,278,299	11,872,801
FRIENDSWOOD VOLUNTEER FIRE **	1,620,288	1,819,298	1,819,298	1,375,424	1,547,072	0
FIRE MARSHAL **	4,898,382	915,655	941,247	657,738	889,525	2,512,555
COMMUNITY DEVELOPMENT	994,804	1,135,338	1,135,338	781,398	1,086,926	1,227,230
PUBLIC WORKS	2,174,048	2,434,565	2,729,104	1,736,351	2,512,179	2,098,781
ENGINEERING***	0	0	0	0	0	387,052
LIBRARY SERVICES	1,214,027	1,239,090	1,300,219	862,982	1,242,823	1,252,132
PARKS AND RECREATION	3,629,507	3,441,934	3,897,361	2,680,416	3,890,708	3,979,553
TOTAL OPERATIONS	\$30,797,832	\$27,711,899	\$29,062,788	\$19,920,320	\$28,082,629	\$29,618,162
STREETS	\$633,549	\$500,000	\$1,960,197	\$685,230	\$1,960,197	\$500,000
DRAINAGE	0	0	1,000,000	500,000	1,000,000	0
PARKS	0	0	100,739	944	100,739	0
EQUIPMENT	0	0	0	0	0	0
FACILITY	0	0	0	0	0	0
TOTAL IMPROVEMENTS	\$633,549	\$500,000	\$3,060,936	\$1,186,174	\$3,060,936	\$500,000
TOTAL EXPENDITURES	\$31,431,381	\$28,211,899	\$32,123,724	\$21,106,494	\$31,143,565	\$30,118,162
OPERATING TRANSFERS IN	\$1,420,489	\$1,457,690	\$1,472,690	\$1,108,264	\$1,472,690	\$1,395,267
OPERATING TRANSFERS OUT	(47,000)	0	(45,633)	(45,633)	(45,633)	0
CAPITAL LEASE PROCEEDS	485,305	0	0	0	0	0
USE OF FUND BALANCE	0	0	0	0	0	484,322
INCREASE (DECREASE) IN FUND BALANCE	\$742,549	(\$488,776)	(\$4,190,181)	\$2,246,090	(\$2,904,670)	\$0
BEGINNING FUND BALANCE	\$13,542,757	\$14,285,306	\$14,285,306	\$14,285,306	\$14,285,306	\$11,380,636
ENDING FUND BALANCE	\$14,285,306	\$13,796,530	\$10,095,125	\$16,531,396	\$11,380,636	\$11,380,636

* Projected fund balance at September 30, 2019 is \$11.4 million. Of the \$11.4M, approximately \$1M is considered non-spendable or restricted and another \$1M has been assigned for future projects leaving a remaining unassigned fund balance of \$9.4M, which includes a 90-day operating reserve of \$7.0 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."

** In the FY20 Budget, the FVFD Contract is included in the Fire Marshal's Budget. The total contract with FVFD for FY20 is \$2,558,300. Quarterly payments of the contract amount will be reduced by \$1,080,000 which is the expected revenue FVFD will receive from EMS billings.

*** For budget presentation, the Engineering Department's FY18 actual expenditures and all of FY19 amounts are included within the Public Works department.

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

Municipal Court Fund

In 1999, the State Legislature authorized a Court Technology and Court Security Fee for Municipal Court fines. In 2019, the State Legislature authorized additional fees for truancy and jury services. Those who pay citations at the Friendswood Municipal Court contribute to this fund. The fees collected can be used to fund court related security, and technology projects, juvenile services and any expenses incurred related to jury services.

**POLICE INVESTIGATION FUNDS (101, 102 & 103)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
FEDERAL GOVERNMENT	\$252,216	\$0	\$0	\$0	\$0	\$0
STATE GOVERNMENT	10,058	0	0	12,336	12,336	0
INTEREST EARNED	1,986	1,307	1,307	3,690	4,650	4,720
OTHER	0	0	0	0	0	0
TOTAL REVENUES	\$264,260	\$1,307	\$1,307	\$16,026	\$16,986	\$4,720
EXPENDITURES						
PUBLIC SAFETY						
SPECIAL OPERATIONS	\$97,465	\$0	\$116,457	\$28,557	\$116,457	\$0
TOTAL EXPENDITURES	\$97,465	\$0	\$116,457	\$28,557	\$116,457	\$0
OTHER FINANCING SOURCES						
TRANSFERS IN (OUT)	\$0	\$0	\$0	\$0	\$0	\$0
INCREASE (DECREASE) IN FUND BALANCE	\$166,795	\$1,307	(\$115,150)	(\$12,531)	(\$99,471)	\$4,720
BEGINNING FUND BALANCE	\$105,420	\$272,215	\$272,215	\$272,215	\$272,215	\$172,744
ENDING FUND BALANCE	\$272,215	\$273,522	\$157,065	\$259,684	\$172,744	\$177,464

**FIRE/EMS DONATION FUND (131)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
DONATIONS	\$233,686	\$175,000	\$175,000	\$170,249	226,999	\$200,000
INTEREST EARNED	1,475	1,337	1,337	751	875	\$900
REIMBURSEMENTS	0	0	0	0	0	0
ASSET DISPOSITION	0	0	0	0	0	0
TOTAL REVENUES	\$235,161	\$176,337	\$176,337	\$171,000	\$227,874	\$200,900
EXPENDITURES						
PUBLIC SAFETY	\$169,611	\$41,280	\$41,280	\$91,908	\$91,908	\$0
DEBT SERVICE	65,804	135,057	135,057	62,580	135,057	200,900
TOTAL EXPENDITURES	\$235,415	\$176,337	\$176,337	\$154,488	\$226,965	\$200,900
OTHER FINANCING SOURCES						
TRANSFERS IN (OUT)	\$0	\$0	\$0	\$0	\$0	\$0
SALE OF CAPITAL ASSETS	0	0	0	0	0	\$0
TOTAL OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0	\$0	\$0
INCREASE (DECREASE) IN FUND BALANCE	(\$254)	\$0	\$0	\$16,512	\$909	\$0
BEGINNING FUND BALANCE	\$71,671	\$71,417	\$71,417	\$71,417	\$71,417	\$72,326
ENDING FUND BALANCE	\$71,417	\$71,417	\$71,417	\$87,929	\$72,326	\$72,326

In previous years, donated funds were disbursed to the Friendswood Volunteer Fire Department (FVFD) on a quarterly basis to purchase capital equipment. Beginning in FY20, donated funds will be retained by the City and used to purchase capital equipment for use by FVFD.

FY20 Debt Service includes the following:

- 6th of 7 principal & interest payment for a fire truck purchased in FY15
- 1st of 7 principal and interest payment for a fire truck to be purchased in FY20
- 1st of 5 estimated principal & interest payment for an ambulance to be purchased in FY20

**MUNICIPAL COURT FUND (150)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
COURT SECURITY FEES	\$10,948	\$12,000	\$12,000	\$8,699	\$11,599	\$17,700
COURT TECHNOLOGY FEES	14,602	15,000	15,000	11,600	15,467	16,000
COURT TRUANCY PREVENTION FEES	0	0	0	0	0	15,000
COURT JURY SERVICES FEES	0	0	0	0	0	300
INTEREST EARNED	2,522	2,002	2,002	2,607	3,259	3,280
TOTAL REVENUES	\$28,072	\$29,002	\$29,002	\$22,906	\$30,324	\$52,280
EXPENDITURES						
COURT SECURITY PROJECTS	\$12,597	\$22,430	\$32,430	\$20,998	\$32,430	\$19,487
COURT TECHNOLOGY PROJECTS	0	14,398	14,398	2,530	14,398	\$33,600
COURT TRUANCY PREVENTION PROJECTS	0	0	0	0	0	0
COURT JURY SERVICES PROJECTS	0	0	0	0	0	0
TOTAL EXPENDITURES	\$12,597	\$36,828	\$46,828	\$23,528	\$46,828	\$53,087
OPERATING TRANSFERS OUT	\$0	\$0	\$0	\$0	\$0	\$0
INCREASE (DECREASE) IN FUND BALANCE	\$15,475	(\$7,826)	(\$17,826)	(\$622)	(\$16,504)	(\$807)
BEGINNING FUND BALANCE	\$212,053	\$227,528	\$227,528	\$227,528	\$227,528	\$211,024
ENDING FUND BALANCE	\$227,528	\$219,702	\$209,702	\$226,906	\$211,024	\$210,217

*

*As of 6/30/2019, the fund balance equity share of the Municipal Court Fund is approximately:
 Court Security is 66.9%
 Court Technology is 33.1%

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

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

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

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

This year's adopted budget reflects a tax rate of \$0.5214 per \$100 of net assessed value at 100% collection on a projected net assessed tax base of \$3,690,585,683.

Per the City's Financial Advisor, using the Texas Attorney General's guideline for home-rule cities, the City's legal debt margin is based on a tax rate of \$1.35 per \$100 of net assessed property value with a projected 99% collection of the tax levy. For FY20, the City's legal debt margin is \$43,909,576. This means the City could issue debt (bonds) up to an amount that generates a maximum annual debt service requirement of \$43,909,576 or less.

Legal Debt Margin Calculation

Data needed for the calculation includes the City's estimated net assessed property valuation (\$3,690,585,683), the Texas Constitution home-rule cities maximum debt service requirement amount (\$43,909,576) and the City's maximum annual debt service requirement amount (\$5,913,331).

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

$$\mathbf{\$3,690,585,683 / \$100 \times \$1.35 = \$49,822,907}$$

The City's maximum annual G.O. debt service requirement of \$5,913,331 is taken from the debt service to maturity schedules found in the Debt & Capital section of the budget document.

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

$$\text{Friendswood's Legal Debt Margin} = \$49,822,907 \text{ minus } \$5,913,331 \text{ or } \mathbf{\$43,909,576}$$

According to the City's Financial Advisor, a debt margin of \$43,909,576 translates into additional debt capacity of about \$565 million in bonds (depending on factors such as the number of sales and the interest environment).

**TAX DEBT SERVICE FUND (201)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
AD VALOREM TAXES	\$3,161,874	\$3,212,867	\$3,212,867	\$3,158,640	\$3,212,867	\$3,294,901
DELINQUENT PROPERTY TAXES	15,299	25,000	25,000	15,226	25,000	25,000
INTEREST EARNED	6,815	5,281	5,281	9,963	12,605	12,630
TOTAL REVENUES	\$3,183,988	\$3,243,148	\$3,243,148	\$3,183,829	\$3,250,472	\$3,332,531
EXPENDITURES						
DEBT SERVICE						
PRINCIPAL	\$2,077,138	\$2,107,699	\$2,107,699	\$1,885,866	\$2,107,699	\$2,211,498
INTEREST	1,139,742	1,105,170	1,105,170	556,172	1,105,169	1,079,153
FISCAL AGENT FEES	0	4,250	4,250	3,500	4,250	4,250
ISSUE COSTS	0	0	0	0	0	0
TOTAL EXPENDITURES	\$3,216,880	\$3,217,119	\$3,217,119	\$2,445,538	\$3,217,118	\$3,294,901
OTHER FINANCING SOURCES (USES)						
PREMIUM ON BOND ISSUANCE	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING TRANSFERS	0	0	0	1,901	1,901	0
TOTAL OTHER FINANCING SOURCES (USES)	\$0	\$0	\$0	\$1,901	\$1,901	\$0
INCREASE (DECREASE) IN FUND BALANCE	(\$32,892)	\$26,029	\$26,029	\$740,192	\$35,255	\$37,630
BEGINNING FUND BALANCE	\$91,938	\$59,046	\$59,046	\$59,046	\$59,046	\$94,301
ENDING FUND BALANCE	\$59,046	\$85,075	\$85,075	\$799,238	\$94,301	\$131,931

Debt service payments in this fund include:

- Principal & interest payments on General Obligation Bonds issued in 2010 for \$3.485 million
- Principal & interest payments on Refunding General Obligation Bonds issued in 2012 for \$5.460 million
- Principal & interest payments on Refunding General Obligation Bonds issued in 2014 for \$2.8 million
- Principal & interest payments on General Obligation Bonds issued in 2015 for \$9.7 million (round 1 of bonds authorized by voters in 2013)
- Principal & interest payments on General Obligation Bonds issued in 2016 for \$8.6 million (round 2 of bonds authorized by voters in 2013)
- Principal & interest payments on General Obligation Bonds issued in 2017 for \$5.6 million (round 3 of bonds authorized by voters in 2013)

CAPITAL PROJECT FUNDS

2010 General Obligation Bond Fund

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

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

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

2015 – 2017 General Obligation Bonds Fund

This fund is used to account for the proceeds of the general obligation bonds in the amount of \$24,085,000 approved by voters on November 5, 2013. These bonds were approved to fund the following improvements:

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

Sidewalk Installation Fund

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

Park Land Dedication Fund

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

Streets Maintenance Fund

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

Economic Development Fund

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

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

**2010 GENERAL OBLIGATION FUND (252)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
INTEREST EARNED	\$575	\$0	\$0	\$16	\$16	\$0
TOTAL REVENUES	\$575	\$0	\$0	\$16	\$16	\$0
EXPENDITURES						
CAPITAL IMPROVEMENTS						
PUBLIC WORKS						
STREETS & DRAINAGE	\$25,900	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$25,900	\$0	\$0	\$0	\$0	\$0
OTHER FINANCING SOURCES (USES)						
OPERATING TRANSFERS	0	0	0	(1,901)	(1,901)	0
TOTAL OTHER FINANCING SOURCES (USES)	\$0	\$0	\$0	(\$1,901)	(\$1,901)	\$0
INCREASE (DECREASE) IN FUND BALANCE	(\$25,325)	\$0	\$0	(\$1,885)	(\$1,885)	\$0
BEGINNING FUND BALANCE	\$27,210	\$1,885	\$1,885	\$1,885	\$1,885	\$0
ENDING FUND BALANCE	\$1,885	\$1,885	\$1,885	\$0	\$0	\$0

*

*This fund was closed during fiscal year end FY19 with the completion of street projects included in the 2010 General Obligation Bond issuance.

GENERAL OBLIGATION BONDS
 2015 GENERAL OBLIGATION BOND FUND (253)
 2016 GENERAL OBLIGATION BOND FUND (254)
 2017 GENERAL OBLIGATION BOND FUND (255)

FUND SUMMARY

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
INTEREST EARNED	\$113,992	\$86,403	\$86,403	\$86,643	\$115,524	\$117,810
TOTAL REVENUES	\$113,992	\$86,403	\$86,403	\$86,643	\$115,524	\$117,810
EXPENDITURES						
CAPITAL IMPROVEMENTS						
PUBLIC WORKS						
STREETS & DRAINAGE	\$754,888	\$5,353,316	\$3,900,732	\$1,811,400	\$3,890,166	\$881,580
PARKS	107,137	1,013,798	1,144,898	1,054,472	1,144,510	129,871
FACILITIES						
NEW FIRE STATION & EXPANSION	63,584	0	1,279	1,279	1,279	0
LIBRARY EXPANSION	0	0	0	0	0	0
TOTAL EXPENDITURES	\$925,609	\$6,367,114	\$5,046,909	\$2,867,151	\$5,035,955	\$1,011,451
INCREASE (DECREASE) IN FUND BALANCE	(\$811,617)	(\$6,280,711)	(\$4,960,506)	(\$2,780,508)	(\$4,920,431)	(\$893,641)
BEGINNING FUND BALANCE	\$6,625,689	\$5,814,072	\$5,814,072	\$5,814,072	\$5,814,072	\$893,641
ENDING FUND BALANCE	\$5,814,072	(\$466,639)	\$853,566	\$3,033,564	\$893,641	\$0

*

*These funds are used to record expenditures resulting from the General Obligations Bonds authorized in November 2013.

**SIDEWALK INSTALLATION FUND (160)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
REVENUE	\$0	\$0	\$0	\$0	\$0	\$0
INTEREST EARNED	305	245	245	310	388	420
TOTAL REVENUES	\$305	\$245	\$245	\$310	\$388	\$420
EXPENDITURES						
OPERATING TRANSFERS IN (OUT)	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL IMPROVEMENTS	0	0	0	0	0	0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0
INCREASE (DECREASE) IN FUND BALANCE	\$305	\$245	\$245	\$310	\$388	\$420
BEGINNING FUND BALANCE	\$26,253	\$26,558	\$26,558	\$26,558	\$26,558	\$26,946
ENDING FUND BALANCE	\$26,558	\$26,803	\$26,803	\$26,868	\$26,946	\$27,366

*

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

**PARK LAND DEDICATION FUND (164)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
COMMUNITY PARK FEES	\$47,700	\$42,000	\$42,000	\$25,200	\$33,600	\$32,000
OTHER PROGRAM FEES	0	0	0	0	0	0
INTEREST EARNED	1,737	1,232	1,232	420	560	430
TOTAL REVENUES	\$49,437	\$43,232	\$43,232	\$25,620	\$34,160	\$32,430
EXPENDITURES						
OPERATING TRANSFERS IN (OUT)	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING EQUIPMENT	5,494	0	0	0	0	0
CAPITAL IMPROVEMENTS	103,619	167,819	190,177	201,069	201,069	108,164
TOTAL EXPENDITURES	\$109,113	\$167,819	\$190,177	\$201,069	\$201,069	\$108,164
INCREASE (DECREASE) IN FUND BALANCE	(\$59,676)	(\$124,587)	(\$146,945)	(\$175,449)	(\$166,909)	(\$75,734)
BEGINNING FUND BALANCE	\$302,474	\$242,798	\$242,798	\$242,798	\$242,798	\$75,889
ENDING FUND BALANCE	\$242,798	\$118,211	\$95,853	\$67,349	\$75,889	\$155

*

*Fund balance in the Park Land Dedication Fund will be depleted in FY20 for the following uses:
Community Parks improvements

**STREETS IMPROVEMENT FUND (170)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
SALES TAXES	\$1,569,848	\$1,534,124	\$1,534,124	\$937,957	\$1,607,926	\$1,622,100
OTHER PROGRAM FEES	0	0	0	0	0	0
INTEREST EARNED	17,206	12,616	12,616	29,049	36,370	36,400
TOTAL REVENUES	\$1,587,054	\$1,546,740	\$1,546,740	\$967,006	\$1,644,296	\$1,658,500
EXPENDITURES						
OPERATING TRANSFERS IN (OUT)	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL IMPROVEMENTS	0	4,093,608	1,700,000	1,207,197	1,700,000	\$4,192,001
TOTAL EXPENDITURES	\$0	\$4,093,608	\$1,700,000	\$1,207,197	\$1,700,000	\$4,192,001
INCREASE (DECREASE) IN FUND BALANCE	\$1,587,054	(\$2,546,868)	(\$153,260)	(\$240,191)	(\$55,704)	(\$2,533,501)
BEGINNING FUND BALANCE	\$1,002,151	\$2,589,205	\$2,589,205	\$2,589,205	\$2,589,205	\$2,533,501
ENDING FUND BALANCE	\$2,589,205	\$42,337	\$2,435,945	\$2,349,014	\$2,533,501	(\$0)

*

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

City of Friendswood's sales tax rate increased from 7.75% to 8.25% with voter approval in May 2016. The 1/2 cent sales tax rate increase is distributed in the following manner:
 \$0.00375 for Streets maintenance and improvements
 \$0.00125 for Economic Development improvements in the City's downtown area

**FRIENDSWOOD DOWNTOWN ECONOMIC DEVELOPMENT IMPROVEMENT FUND (175)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUES						
SALES TAXES	\$523,283	\$511,374	\$511,374	\$397,882	\$530,509	\$540,690
REIMBURSEMENTS	0	0	0	37,832	37,832	0
INTEREST EARNED	3,645	2,798	2,798	7,200	8,680	8,700
TOTAL REVENUES	\$526,928	\$514,172	\$514,172	\$442,914	\$577,021	\$549,390
EXPENDITURES						
OPERATING TRANSFERS IN (OUT)	\$17,500	\$16,000	\$16,000	\$11,997	\$16,000	\$16,000
ADMINISTRATIVE EXPENSES	0	2,000	2,000	25	2,000	2,000
CONTRACT/PLANNING SERVICES	318,998	0	0	0	0	0
CAPITAL IMPROVEMENTS	0	912,015	41,818	34,529	41,818	1,553,041
TOTAL EXPENDITURES	\$336,498	\$930,015	\$59,818	\$46,551	\$59,818	\$1,571,041
 INCREASE (DECREASE) IN FUND BALANCE	 \$190,430	 (\$415,843)	 \$454,354	 \$396,363	 \$517,203	 (\$1,021,651)
BEGINNING FUND BALANCE	\$314,017	\$504,447	\$504,447	\$504,447	\$504,447	\$1,021,651
ENDING FUND BALANCE	\$504,447	\$88,604	\$958,801	\$900,810	\$1,021,651	(\$0)

*

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

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

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

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**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
OTHER FINANCING SOURCES						
INTEREST EARNED	\$363	\$292	\$292	\$277	\$345	\$370
TOTAL OTHER FINANCING SOURCES	\$363	\$292	\$292	\$277	\$345	\$370
NON-OPERATING EXPENSES						
1776 PARK IMPROVEMENTS	\$7,925	\$0	\$13,852	\$0	\$13,852	\$0
TOTAL EXPENDITURES	\$7,925	\$0	\$13,852	\$0	\$13,852	\$0
INCREASE (DECREASE) IN FUND BALANCE	(\$7,562)	\$292	(\$13,560)	\$277	(\$13,507)	\$370
BEGINNING FUND BALANCE	\$31,869	\$24,307	\$24,307	\$24,307	\$24,307	\$10,800
ENDING FUND BALANCE	\$24,307	\$24,599	\$10,747	\$24,584	\$10,800	\$11,170

*

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

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
- 2006 Water and Sewer Bond Construction Fund
- 2009 Water and Sewer Bond Construction Fund
- 2016 Water and Sewer Bond Construction Fund
- 2018 Water and Sewer Bond Construction Fund
- Water CIP/Impact Fee Fund
- Sewer CIP/Impact Fee Fund
- Water and Sewer Revenue Debt Service Fund

Water and Sewer Operation Fund

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

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

Water and Sewer Bond Construction Funds

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

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

Water and Sewer 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 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 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 OPERATION FUND (401)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
OPERATING REVENUES						
WATER REVENUES	\$6,456,020	\$7,079,811	\$7,079,811	\$3,597,029	\$6,608,201	\$9,070,883
SEWER REVENUES	4,861,038	5,194,823	5,194,823	3,339,994	5,670,280	6,536,753
ADMINISTRATIVE FEES	304,790	340,125	340,125	289,000	382,479	356,625
SALES OF WATER METERS	43,617	35,000	35,000	22,795	30,000	30,000
MISCELLANEOUS RECEIPTS	76,727	0	7,359	8,802	11,908	0
TOTAL REVENUES	\$11,742,192	\$12,649,759	\$12,657,118	\$7,257,620	\$12,702,868	\$15,994,261
OPERATING EXPENSES						
ADMINISTRATIVE SERVICES	562,311	\$573,685	\$573,685	\$416,084	557,757	\$605,618
PUBLIC WORKS						
ADMINISTRATION	169,731	179,159	180,119	125,757	173,602	247,981
WATER UTILITIES	729,266	897,072	964,734	595,605	929,917	765,949
SEWER UTILITIES	488,685	642,137	652,239	453,210	642,033	616,778
WATER OPERATIONS	2,138,219	2,452,727	2,892,992	1,592,228	2,892,992	3,618,455
SEWER OPERATIONS	2,435,060	3,037,630	4,457,883	3,499,041	4,457,883	7,081,236
UTILITY CUSTOMER SERVICE	221,998	238,227	241,492	175,159	238,133	249,653
STORM	80,467	0	0	0	0	0
ENGINEERING/CAPITAL PROJECTS	141,939	158,525	158,525	74,735	81,542	0
TOTAL PUBLIC WORKS	\$6,405,365	\$7,605,477	\$9,547,984	\$6,515,735	\$9,416,102	\$12,580,052
ENGINEERING**	\$0	\$0	\$0	\$0	\$0	\$396,707
TOTAL EXPENDITURES	6,967,676	8,179,162	10,121,669	6,931,819	9,973,859	13,582,377
OPERATING INCOME	\$4,774,516	\$4,470,597	\$ 2,535,449	\$ 325,801	\$ 2,729,009	\$2,411,884
NON-OPERATING REVENUES (EXPENSES)						
INTEREST EARNED	\$118,662	\$94,209	\$94,209	\$90,341	\$114,020	\$114,070
CAPITAL IMPROVEMENTS	(400,157)	(300,000)	(1,430,744)	(401,677)	(1,430,744)	(300,000)
TRANSFERS IN (OUT)	(4,721,224)	(4,223,790)	(4,238,790)	(3,182,842)	(4,238,790)	(5,843,817)
TOTAL NON OPERATING	(\$5,002,719)	(\$4,429,581)	(\$5,575,325)	(\$3,494,178)	(\$5,555,514)	(\$6,029,747)
NET INCOME/(LOSS)	(\$228,203)	\$41,016	(\$3,039,876)	(\$3,168,377)	(\$2,826,505)	(\$3,617,863)
BEGINNING WORKING CAPITAL	\$10,916,603	\$10,688,400	\$10,688,400	\$10,688,400	\$10,688,400	\$7,861,895
ENDING WORKING CAPITAL	\$10,688,400	\$10,729,416	\$7,648,524	\$7,520,023	\$7,861,895	\$4,244,032

* The projected retained earnings at September 30, 2019 is \$7.9 million. The balance includes a 90-day operating reserve of \$2.6 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."

Water and Sewer Fund retained earnings designations/commitments are as follows:
Contingency for Possible Future 36" and 42" Distribution Line Repairs \$100,000

The FY20 budget for Water and Sewer Revenue takes into account a rate increase in January 2020. The effect of the rate increase on a bi-monthly utility bill is listed below:

Minimum Single-Family Residential	14.75%
Average Single-Family Residential	25.05%
Average Commercial	26.85%
Average Irrigation	13.03%

** For the proposed budget presentation the FY18 actual expenditures and all of FY19 amounts are included in the Public Works department.

**2006 WATER AND SEWER BOND CONSTRUCTION FUND (418)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
NON-OPERATING REVENUES						
INTEREST EARNED	\$1,189	\$0	\$0	\$823	\$1,088	\$0
TRANSFERS FROM W/S OPERATION FUND	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL REVENUES	\$1,189	\$0	\$0	\$823	\$1,088	\$0
CAPITAL FINANCING ACTIVITIES						
CAPITAL IMPROVEMENTS						
PUBLIC WORKS						
DISTRIBUTION SYSTEM IMPROVEMENTS (WATER)	\$0	\$0	\$0	\$0	\$0	\$0
COLLECTION SYSTEM IMPROVEMENTS (SEWER)	0	0	0	0	44,157	0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$44,157	\$0
NON-OPERATING EXPENSES						
TRANSFERS IN (OUT)	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL NON-OPERATING EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
NET INCOME	\$1,189	\$0	\$0	\$823	(\$43,069)	\$0
BEGINNING FUND BALANCE	\$41,880	\$43,069	\$43,069	\$43,069	\$43,069	\$0
ENDING FUND BALANCE	\$43,069	\$43,069	\$43,069	\$43,892	\$0	\$0

Water & Sewer Bond Construction Fund retained earnings are expected to be depleted in FY19 with completion of 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**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
NON-OPERATING REVENUES						
INTEREST EARNED	\$6,122	\$0	\$0	\$6,464	\$8,546	\$0
TRANSFERS FROM W/S REVENUE DEBT	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL REVENUES	\$6,122	\$0	\$0	\$6,464	\$8,546	\$0
CAPITAL FINANCING ACTIVITIES						
CAPITAL IMPROVEMENTS						
PUBLIC WORKS						
DISTRIBUTION SYSTEM IMPROVEMENTS (WATER)	\$0	\$0	\$0	\$0	\$346,829	\$0
COLLECTION SYSTEM IMPROVEMENTS (SEWER)	0	0	0	0	0	0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$346,829	\$0
NON-OPERATING EXPENSES						
TRANSFERS IN (OUT)	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL NON-OPERATING EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
NET INCOME	\$6,122	\$0	\$0	\$6,464	(\$338,283)	\$0
BEGINNING FUND BALANCE	\$332,161	\$338,283	\$338,283	\$338,283	\$338,283	\$0
ENDING FUND BALANCE	\$338,283	\$338,283	\$338,283	\$344,747	\$0	\$0

*

* 2009 Water & Sewer Bond Construction Fund retained earnings expected to be depleted in FY19 due to anticipated completion of the water and sewer capital improvement projects funded by the 2009 water & sewer revenue bond issue.

**2016 WATER AND SEWER BOND CONSTRUCTION FUND (420)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
NON-OPERATING REVENUES						
INTEREST EARNED	\$61,588	\$58,710	\$58,710	\$56,665	\$75,115	\$58,710
TRANSFERS FROM W/S REVENUE DEBT	0	0	0	0	0	0
BOND PROCEEDS	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL REVENUES	\$61,588	\$58,710	\$58,710	\$56,665	\$75,115	\$58,710
CAPITAL FINANCING ACTIVITIES						
CAPITAL IMPROVEMENTS						
PUBLIC WORKS						
DISTRIBUTION SYSTEM IMPROVEMENTS (WATER)	\$0	\$0	\$0	\$0	\$0	\$0
COLLECTION SYSTEM IMPROVEMENTS (SEWER)	696,294	2,960,108	3,065,966	131,514	238,172	2,906,809
TOTAL EXPENDITURES	\$696,294	\$2,960,108	\$3,065,966	\$131,514	\$238,172	\$2,906,809
NON-OPERATING EXPENSES						
TRANSFERS IN (OUT)	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL NON-OPERATING EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
NET INCOME	(\$634,706)	(\$2,901,398)	(\$3,007,256)	(\$74,849)	(\$163,057)	(\$2,848,099)
BEGINNING FUND BALANCE	\$3,645,862	\$3,011,156	\$3,011,156	\$3,011,156	\$3,011,156	\$2,848,099
ENDING FUND BALANCE	\$3,011,156	\$109,758	\$3,900	\$2,936,307	\$2,848,099	\$0

*

* 2016 Water & Sewer Bond Construction Fund established upon the issuance of the 2016 Water & Sewer Revenue bonds to complete the following capital improvements projects:
 Blackhawk Wastewater Treatment Plant - 3rd Clarifier addition (City's portion of the expenditures) - \$3,999,530
 Lift Station 23 (Crazy Horse Lift Station) replacement - \$1,620,000

Ending retained earnings expected to decrease in FY20 due to use of funds for planned capital projects.

**2018 WATER AND SEWER BOND CONSTRUCTION FUND (421)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
NON-OPERATING REVENUES						
INTEREST EARNED	\$0	\$0	\$0	\$265,174	\$331,880	\$331,890
TRANSFERS FROM W/S REVENUE DEBT	0	0	0	0	0	0
BOND PROCEEDS	0	0	0	20,170,000	20,170,000	0
PREMIUM ON BONDS	0	0	0	1,569,429	1,569,429	0
TOTAL REVENUES	\$0	\$0	\$0	\$22,004,603	\$22,071,309	\$331,890
CAPITAL FINANCING ACTIVITIES						
CAPITAL IMPROVEMENTS						
PUBLIC WORKS						
DISTRIBUTION SYSTEM IMPROVEMENTS (WATER)	\$0	\$0	\$0	\$0	\$0	\$9,292,200
COLLECTION SYSTEM IMPROVEMENTS (SEWER)	0	0	275,000	0	275,000	7,192,000
TOTAL EXPENDITURES	\$0	\$0	\$275,000	\$0	\$275,000	\$16,484,200
NON-OPERATING EXPENSES						
BOND ISSUE COSTS	\$0	\$0	\$0	\$221,535	\$0	\$0
TRANSFERS out	0	0	0	1,514,560	0	0
TOTAL NON-OPERATING EXPENSES	\$0	\$0	\$0	\$1,736,095	\$0	\$0
NET INCOME	\$0	\$0	(\$275,000)	\$20,268,508	\$21,796,309	(\$16,152,310)
BEGINNING FUND BALANCE	\$0	\$0	\$0	\$0	\$0	\$21,796,309
ENDING FUND BALANCE	\$0	\$0	(\$275,000)	\$20,268,508	\$21,796,309	\$5,643,999

*

* 2018 Water & Sewer Bond Construction Fund established upon the issuance of the 2018 Water & Sewer Revenue bonds. Below is a list of water and sewer projects that will be started in 2019:

Combine Lift Stations #1 and #17	\$1,594,000
Sanitary Sewer System Assessment Phase IV - Constru	1,464,000
Lift Station #23 Reconstruction	2,540,000
Lift Station #4 Reconstruction	1,594,000
Water Plan #1 Tank Rehabilitation	1,207,000
42-inch Water Main Replacement	2,531,200
Sanitary Sewer System Assessment Phase V and VI	275,000
Second Elevated Water Storage Tank Rehabilitation	954,000
Surface Water Station #3	4,600,000
	<u>\$16,759,200</u>

**WATER CIP/IMPACT FEE FUND (480)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
NON-OPERATING REVENUES						
IMPACT FEES	\$333,150	\$417,600	\$417,600	\$188,163	\$250,803	\$313,200
INTEREST EARNED	1,804	1,720	1,720	619	863	880
MISCELLANEOUS	0	0	0	0	0	0
TOTAL NON-OPERATING REVENUES	\$334,954	\$419,320	\$419,320	\$188,782	\$251,666	\$314,080
NON-OPERATING EXPENSES						
TRANSFERS OUT	\$400,000	\$400,000	\$400,000	\$266,667	\$300,000	\$300,000
TOTAL NON-OPERATING EXPENSES	\$400,000	\$400,000	\$400,000	\$266,667	\$300,000	\$300,000
NET INCOME	(\$65,046)	\$19,320	\$19,320	(\$77,885)	(\$48,334)	\$14,080
BEGINNING FUND BALANCE	\$152,542	\$87,496	\$87,496	\$87,496	\$87,496	\$39,162
ENDING FUND BALANCE	\$87,496	\$106,816	\$106,816	\$9,611	\$39,162	\$53,242

*

* Expected increase of 36.0% to Retained Earnings in this fund due to:
Residential development is expected to exceed that of FY19 (150 new residential home starts are projected).

**SEWER CIP/IMPACT FEE FUND (580)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
NON-OPERATING REVENUES						
IMPACT FEES	\$128,191	\$168,000	\$168,000	\$97,928	\$114,128	\$126,000
INTEREST EARNED	1,286	1,133	1,133	953	1,191	1,220
MISCELLANEOUS	0	0	0	0	0	0
TOTAL NON-OPERATING REVENUES	\$129,477	\$169,133	\$169,133	\$98,881	\$115,319	\$127,220
NON-OPERATING EXPENSES						
TRANSFERS OUT	\$150,000	\$150,000	\$150,000	\$112,500	\$150,000	\$125,000
TOTAL NON-OPERATING EXPENSES	\$150,000	\$150,000	\$150,000	\$112,500	\$150,000	\$125,000
NET INCOME	(\$20,523)	\$19,133	\$19,133	(\$13,619)	(\$34,681)	\$2,220
BEGINNING FUND BALANCE	\$108,163	\$87,640	\$87,640	\$87,640	\$87,640	\$52,959
ENDING FUND BALANCE	\$87,640	\$106,773	\$106,773	\$74,021	\$52,959	\$55,179

* Expected increase of 4.2% to Retained Earnings in this fund due to:
Residential development is expected to exceed that of FY19 (150 new residential home starts are projected).

**WATER AND SEWER REVENUE DEBT SERVICE FUND (490)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
NON-OPERATING REVENUES						
INTEREST EARNED	\$9,795	\$7,307	\$7,307	\$21,873	\$27,094	\$27,130
TRANSFERS IN	3,716,375	3,332,100	3,332,100	3,980,302	4,746,660	4,889,550
TOTAL REVENUES	\$3,726,170	\$3,339,407	\$3,339,407	\$4,002,175	\$4,773,754	\$4,916,680
NON-OPERATING EXPENSES						
DEBT SERVICE						
PRINCIPAL	\$2,160,000	\$2,215,000	\$2,215,000	\$2,215,000	\$2,215,000	\$2,945,000
INTEREST	1,171,425	1,112,250	1,723,742	731,491	1,723,742	1,938,950
FISCAL AGENT FEES	2,250	4,850	4,850	1,500	4,850	5,600
ISSUANCE COSTS	0	0	0	9,500	9,500	0
TRANSFERS OUT	0	0	0	0	0	0
TOTAL EXPENDITURES	\$3,333,675	\$3,332,100	\$3,943,592	\$2,957,491	\$3,953,092	\$4,889,550
NET INCOME	\$392,495	\$7,307	(\$604,185)	\$1,044,684	\$820,662	\$27,130
BEGINNING FUND BALANCE	\$792,152	\$1,184,647	\$1,184,647	\$1,184,647	\$1,184,647	\$2,005,309
ENDING FUND BALANCE	\$1,184,647	\$1,191,954	\$580,462	\$2,229,331	\$2,005,309	\$2,032,439

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 (Years)	Vehicle Types
3 - 4	Police Patrol Vehicles
6-8	Police Non-Patrol
10	Cars, Light Trucks, SUVs
15	Heavy Duty Trucks, Vans, Coaches

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

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

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

**VEHICLE REPLACEMENT FUND (301)
FUND SUMMARY**

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
OPERATING REVENUES						
DEPARTMENT LEASE REVENUES	\$380,684	\$550,817	\$550,817	\$413,046	\$550,817	\$691,400
TRANSFER FROM OTHER FUNDS	198,860	0	45,633	45,633	45,633	0
CAPITAL CONTRIBUTIONS	0	0	0	0	0	0
ASSET DISPOSITION	10,460	0	0	17,000	17,000	0
INSURANCE REIMBURSEMENTS	277,013	0	0	0	0	0
INTEREST EARNED	7,675	6,578	6,578	5,535	6,920	6,950
TOTAL REVENUES	\$874,692	\$557,395	\$603,028	\$481,214	\$620,370	\$698,350
OPERATING EXPENSES						
VEHICLE REPLACEMENT PLAN VEHICLES & EQUIPMENT	\$748,917	\$316,766	\$660,357	\$516,504	\$660,357	\$589,000
TOTAL EXPENDITURES	\$748,917	\$316,766	\$660,357	\$516,504	\$660,357	\$589,000
OPERATING INCOME	\$125,775	\$240,629	(\$57,329)	(\$35,290)	(\$39,987)	\$109,350
BEGINNING RETAINED EARNINGS	\$1,487,354	\$1,613,129	\$1,613,129	\$1,613,129	\$1,613,129	\$1,573,142
ENDING RETAINED EARNINGS	\$1,613,129	\$1,853,758	\$1,555,800	\$1,577,839	\$1,573,142	\$1,682,492

*

* The net value of the assets (vehicles & equipment in the fleet) included in retaining earnings is approximately \$1,035,541.

This year's budget includes the following vehicle replacements:

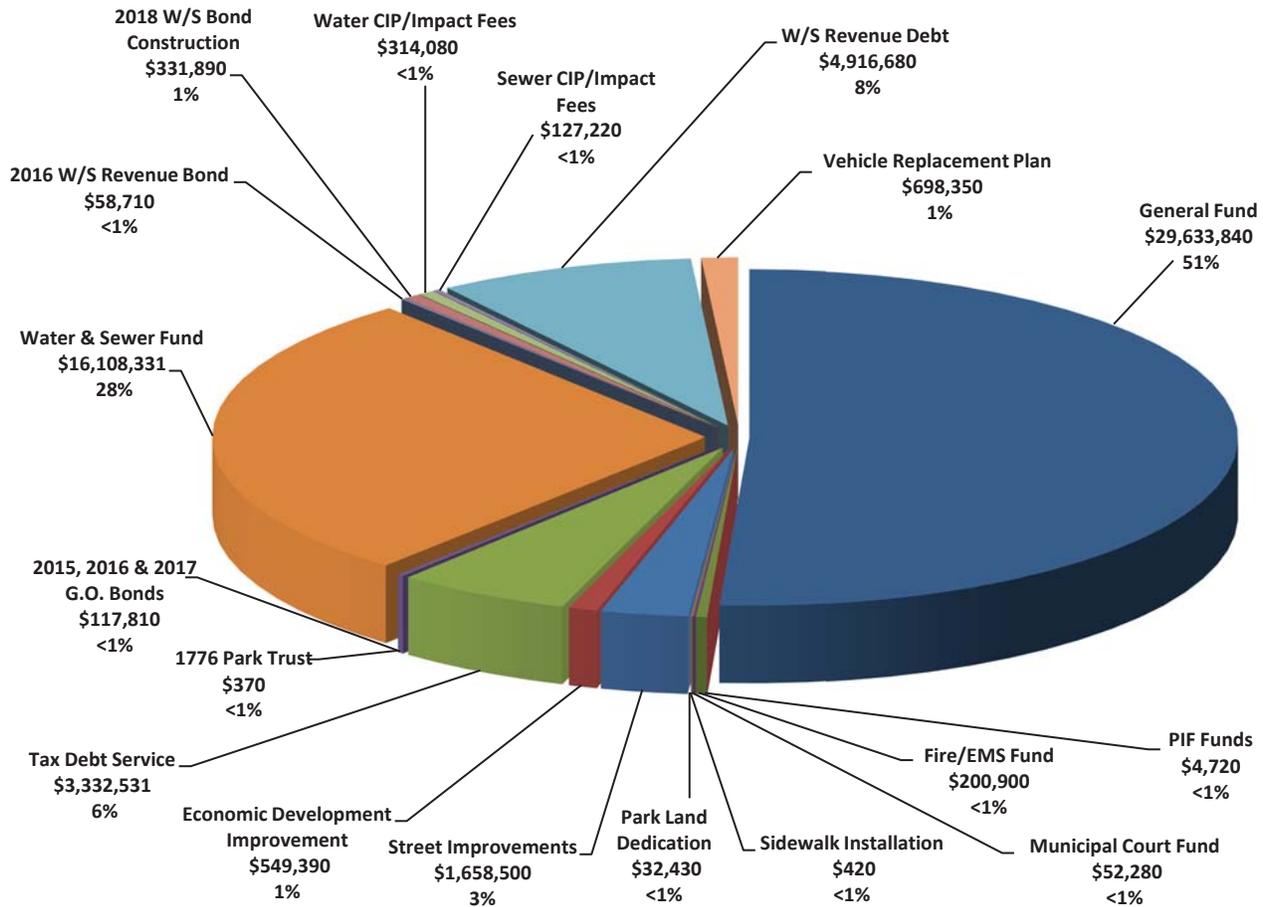
- 8 Police Department vehicles (1 - Criminal Investigation, 7 - Patrol)
- 1 Fire Marshal's Office
- 1 Community Development
- 3 Public Works (1 - Streets, 1 - Water Utility, 1 - Water Operations)

Revenue Summary Chart and Schedules by Fund

Revenue Summary Chart by Fund

The adopted revenue budget for fiscal year 2019-20 reflects a conservative approach, using prior year actual estimates as the basis for most revenue sources projections and anticipated impact of utility rate design changes.

FY20 Adopted Budget Revenues- All Funds \$58,138,452 (includes inter-fund transfers)



REVENUE SCHEDULES
001 - GENERAL FUND

ACCOUNT DESCRIPTION	FY 18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
CURRENT PROPERTY TAXES	\$14,392,346	\$14,710,673	\$14,710,673	\$14,502,368	\$14,710,673	\$15,949,252
DELINQUENT PROPERTY TAXES	95,119	177,662	177,662	84,417	177,662	177,662
SALES TAX	6,326,825	6,294,492	6,294,492	3,788,222	6,488,330	6,597,532
TNMPCO FRANCHISE	539,629	565,000	565,000	307,558	565,000	647,040
HL&P FRANCHISE	135,043	148,000	148,000	58,023	148,000	168,260
MUNICIPAL ROW ACCESS FEES	135,498	155,000	155,000	93,800	155,000	109,200
ENTEX FRANCHISE	90,544	94,544	94,544	115,870	115,870	119,870
CABLE FRANCHISE	335,981	392,661	392,661	180,359	392,660	484,280
VIDEO SERVICE FRANCHISE	196,103	263,017	263,017	97,291	263,010	194,000
PEG FEES	106,417	0	0	57,073	57,080	338,000
WASTE CONNECTIONS TX FRANCHISE	77,906	57,744	57,744	57,270	57,270	94,668
MIXED DRINK TAX	68,989	55,282	55,282	26,010	55,290	56,250
TAXES	\$ 22,500,400	\$ 22,914,075	\$ 22,914,075	\$ 19,368,261	\$ 23,185,845	\$ 24,936,014
WRECKER PERMITS	60	20	20	15	20	20
ALCOHOLIC BEVERAGE PERMIT	13,667	10,000	10,000	4,300	4,300	10,000
NOISE ORDINANCE PERMIT	240	200	200	210	210	200
ANIMAL ESTABLISHMENT PERMIT	10	0	0	10	10	0
NETWORK NODES AND POLES	4,500	10,000	10,000	0	0	10,000
AFTER HOURS INSPECTION	0	75	75	0	0	75
BUILDING PERMITS	377,483	397,024	397,024	252,884	337,180	395,330
ELECTRIC PERMITS	42,008	55,205	55,205	34,310	45,740	58,970
GAS PERMIT FEE	4,472	0	0	0	-	0
PLUMBING PERMITS	45,960	64,525	64,525	35,019	46,690	67,250
DEVELOPMENT PERMITS	150	475	475	150	200	500
AIR CONDITIONING PERMITS	20,225	24,750	24,750	18,515	24,690	25,000
PLAN INSPECTION FEES	180,121	188,055	188,055	105,434	140,580	190,000
RE INSPECTION FEES	125	90	90	265	350	200
SIGN PERMITS	1,196	1,525	1,525	226	300	1,000
ALARM PERMITS	91,184	91,215	91,215	58,371	77,828	92,830
BANNER PERMIT FEE	575	500	500	450	600	500
ANIMAL LICENSES	1,110	900	900	515	550	900
ELECTRICAL LICENSES	0	400	400	0	0	400
CONTRACTOR LICENSE REGIST	33,100	0	0	1,950	1,950	0
METRICOM INC AGREEMENT	4,042	4,041	4,041	4,042	4,042	4,041
LICENSES AND PERMITS	\$ 820,228	\$ 849,000	\$ 849,000	\$ 516,666	\$ 685,240	\$ 857,216
BUREAU OF JUSTICE GRANTS	5,963	0	0	2,783	2,783	0
FEMA GRANTS	3,400,849	0	98,063	320,982	320,982	0
HOMELAND SECURITY GRANTS	91,980	0	0	0	0	0
TX STATE LIBRARY GRANTS	9,837	0	6,021	0	0	0
CRIMINAL JUSTICE DIVISION	69,813	52,000	52,000	30,050	52,000	52,000
LAW ENFORCEMENT TRAINING	5,142	5,142	5,142	5,135	5,135	5,140
EMERGENCY MGMT DIVISION	33,315	38,481	38,481	16,896	38,480	38,480
TX DEPT OF PUBLIC SAFETY	489,698	0	0	0	0	0
LOCAL GOVERNMENTS	13,000	12,000	12,000	10,000	12,000	12,000
BAYOU VISTA	0	730	730	0	0	0
FRIENDSWOOD ISD	229,913	412,494	412,494	356,068	412,490	448,410
CLEAR CREEK ISD	31,826	27,170	27,170	30,474	27,170	27,170
INTERGOVERNMENTAL	\$ 4,381,336	\$ 548,017	\$ 652,101	\$ 772,388	\$ 871,040	\$ 583,200
CREDIT CARD FEES	13,515	30,000	30,000	25,840	34,460	34,000
EMS BILLING	0	405,000	405,000	0	0	0
PLATT FEES	12,700	7,350	7,350	6,600	7,350	7,350
COMMERCIAL SITE PLAN	3,000	5,000	5,000	8,000	9,000	5,000
REZONING FEES	900	2,000	2,000	2,700	3,000	2,000
BOARD OF ADJUSTMENT FEES	600	700	700	0	0	300
VACATION OF EASEMENT/R-O-W	0	400	400	300	300	400
ZONING COMPLIANCE CERT	2,700	2,100	2,100	2,475	2,700	2,500
BID SPEC DOCUMENTS	0	100	100	72	72	100
ANIMAL CNTRL/SHELTER FEES	1,088	2,650	2,650	845	2,650	1,500
ANIMAL ADOPTION FEES	6,540	12,500	12,500	3,838	5,110	10,000
SWIMMING POOL FEES	35,438	29,000	29,000	32,649	43,530	45,000
RECREATION PROGRAM/EVENTS	8,550	6,000	6,000	7,030	7,500	10,000
AMPHITHEATER RENTAL FEES	0	0	0	150	150	300
CONCESSION AGREEMENTS	350	1,500	1,500	0	500	500
LAKE FRIENDSWOOD FEES	1,300	2,500	2,500	0	500	1,500
SPORTS COMPLEX FEES	1,625	3,000	3,000	4,494	5,500	5,000
OLD CITY PARK FEES	25	5,000	5,000	0	0	8,000
STEVENSON PARK FEES	20	2,500	2,500	240	320	2,500
PAVILION FEES	18,655	14,500	14,500	10,475	13,960	19,500
GAZEBO FEES	2,225	2,500	2,500	1,400	2,500	2,350
LEAVESLEY PARK FEES	30,304	29,000	29,000	24,269	32,350	34,000

REVENUE SCHEDULES
001 - GENERAL FUND

ACCOUNT DESCRIPTION	FY 18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
ACTIVITY USER FEE	4,390	2,000	2,000	1,150	1,500	2,000
NON-RESIDENTIAL FEE	1,000	1,500	1,500	925	1,200	1,350
LEAGUE FEES-ADULT	38,098	37,000	37,000	20,605	27,470	30,000
SUMMER DAY CAMP	118,174	111,345	111,345	88,029	111,348	161,433
AEROBIC CLASS FEES	22,325	22,000	22,000	12,565	16,750	20,000
OTHER PROGRAM FEES	2,640	1,000	1,000	9,155	9,200	10,000
BOOTH FEES	11,165	13,000	13,000	12,815	12,900	13,000
FUN RUN RECEIPTS/DONATION	6,596	6,500	9,680	9,680	9,680	12,000
SPONSORSHIP FEES	22,836	19,000	19,000	6,910	6,910	17,500
CHARGES FOR SERVICES	\$366,759	\$776,645	\$779,825	\$293,211	\$ 368,410	\$459,083
COURT FINES AND FEES	521,847	581,740	581,740	473,055	630,740	624,430
WARRANTLESS ARREST (AF)	17,953	17,630	17,630	14,251	19,000	18,810
WARRANTLESS ARREST (CAPWAR)	42,379	42,025	42,025	33,866	45,150	44,700
CHILD SAFETY (CS)	765	1,400	1,400	1,404	1,870	1,850
TRAFFIC FEE (TFC)	3,944	3,945	3,945	3,338	4,450	4,410
HARRIS CO CHILD SAFETY	13,141	12,935	12,935	9,537	12,710	12,590
ADMINISTRATIVE FEE - DPTS	1,924	1,875	1,875	1,551	2,060	2,050
10% TP-COURT ADM (35)	2,160	2,155	2,155	1,744	2,320	2,300
40% TP - CITY FUNDS (35)	8,647	8,625	8,625	6,985	9,310	9,220
JURY FEE \$3	12	15	15	15	20	15
STATE TRAFFIC (5% CITY)	1,973	1,975	1,975	1,667	2,220	2,200
CITY'S 10% CJF	18	20	20	15	20	20
CONS COURT COST-10% ADM	18,298	17,010	17,010	14,482	19,310	19,115
LIBRARY	30,051	28,310	28,310	19,113	25,480	28,870
MOWING LIENS	2,810	0	0	0	0	0
FALSE ALARMS	3,925	5,300	5,300	28,536	38,050	18,000
FINES	\$669,847	\$724,960	\$724,960	\$609,559	\$ 812,710	\$788,580
INVESTMENTS	70,650	45,647	45,647	43,570	58,090	57,520
TEXPOOL	23,612	21,272	21,272	34,183	45,570	45,130
TEXAS CLASS	28,434	27,711	27,711	49,638	66,180	65,530
TX CLASS GOVT	26,809	22,210	22,210	47,479	63,300	62,680
CHECKING ACCOUNTS	12,354	1,943	1,943	5,250	7,000	6,930
MARKET INVEST TO MARKET	4,958	0	0	0	0	0
INTEREST REVENUE	\$166,817	\$118,783	\$118,783	\$180,120	\$240,140	\$237,790
LIENS	0	0	0	561	750	0
TOWER RENTAL FEES	117,066	95,000	95,000	38,382	51,170	125,000
MISC RECEIPTS	174,310	0	0	26,748	35,660	0
ADMIN FEE-CHILD SUPPORT	1,100	1,075	1,075	391	520	1,075
RECYCLING RECEIPTS	0	0	0	157	210	600
REFUSE ADMIN FEE	213,042	216,675	216,675	174,589	232,790	220,350
ADMIN FEES-MISC RECEIPTS	602	738	738	847	1,130	740
FALSE ALARM APPEALS	25	0	0	0	0	0
LATE FEE-ALARM PERMIT	630	40	40	630	840	500
RETURN CHECK FEE	105	175	175	140	190	175
REIMBURSEMENTS	4,640	2,800	2,800	1,490	1,990	8,800
INSURANCE	401,589	0	4,250	19,776	26,370	0
PY INSURANCE REIMB	323,715	0	98,486	214,465	285,950	0
PRIOR PERIOD EXPENDITURES	83	0	0	1,975	2,630	0
PURCHASING REBATES	460	0	0	4,665	6,220	0
PRIOR YEAR REVENUE	216	0	0	19,395	25,860	0
DOCUMENTS	627	1,000	1,000	348	470	1,000
VENDING PROCEEDS	0	700	700	447	590	700
CONCESSION STAND AGREEMENTS	80	750	750	0	0	0
DONATIONS	142,698	0	27,043	27,930	37,240	2,750
A/C-DONATIONS FROM FAA	100	0	0	0	0	0
SR PROGRAM DONATIONS	19,526	15,000	15,000	11,164	14,890	15,000
MISCELLANEOUS RECEIPTS	\$1,400,614	\$333,953	\$463,732	\$544,100	\$ 725,470	\$376,690
TRANS FROM W/S FUND	1,402,989	1,441,690	1,456,690	1,096,267	1,456,690	1,379,267
TRANS FROM FDEDC FUND	17,500	16,000	16,000	11,997	16,000	16,000
SALE OF FIXED ASSETS	1,818	0	4,010	4,010	4,010	0
SALE OF CITY PROPERTY	7,317	0	0	1,638	1,638	0
CAPITAL LEASE PROCEEDS	485,305	0	0	0	0	0
OTHER FINANCING SOURCES	\$1,914,929	\$1,457,690	\$1,476,700	\$1,113,912	\$ 1,478,338	\$1,395,267
GENERAL FUND TOTAL REVENUES	\$32,220,930	\$27,723,123	\$27,979,176	\$23,398,217	\$ 28,367,193	\$29,633,840

REVENUE SCHEDULES
OTHER FUNDS

ACCOUNT DESCRIPTION	FY 18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
101 - POLICE SEIZURE - FEDERAL						
SEIZED REVENUES-FEDERAL	\$252,216	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL REVENUE	\$252,216	\$0	\$0	\$0	\$0	\$0
INVESTMENTS	914	466	466	772	929	900
TEXPOOL	195	152	152	507	675	660
TEXAS CLASS	226	198	198	726	918	930
TX CLASS GOVT	224	163	163	713	893	930
CHECKING ACCOUNTS	0	10	10	22	29	30
INTEREST REVENUE	\$1,559	\$989	\$989	\$2,740	\$3,444	\$3,450
TOTAL POLICE SEIZURE - FEDERAL FUND	\$253,775	\$989	\$989	\$2,740	\$3,444	\$3,450
102 - POLICE SEIZURE - STATE						
SEIZED REVENUES-STATE	\$4,515	\$0	\$0	\$12,336	\$12,336	\$0
SEIZED REVENUES-COUNTY	5,543	0	0	0	0	0
INTERGOVERNMENTAL REVENUE	\$10,058	\$0	\$0	\$12,336	\$12,336	\$0
INVESTMENTS	71	53	53	64	80	80
TEXPOOL	19	17	17	42	50	60
TEXAS CLASS	24	24	24	60	80	80
TX CLASS GOVT	224	163	163	713	900	930
CHECKING ACCOUNTS	1	0	0	6	8	10
INTEREST REVENUE	\$339	\$257	\$257	\$885	\$1,118	\$1,160
TOTAL POLICE SEIZURE - STATE FUND	\$10,397	\$257	\$257	\$13,221	\$13,454	\$1,160
103 - FEDERAL TREASURY FUND						
INVESTMENTS	\$45	\$25	\$25	\$14	\$19	\$20
TEXPOOL	13	11	11	13	17	20
TEXAS CLASS	15	14	14	19	25	30
TX CLASS GOVT	14	11	11	18	24	30
CHECKING ACCOUNTS	1	0	0	1	3	10
INTEREST REVENUE	\$88	\$61	\$61	\$65	\$88	\$110
TOTAL FEDERAL TREASURY FUND	\$88	\$61	\$61	\$65	\$88	\$110
131 - FIRE/EMS DONATION FUND						
INVESTMENTS	\$734	\$586	\$586	\$168	\$180	\$180
TEXPOOL	222	223	223	147	175	180
TEXAS CLASS	266	285	285	210	245	250
TX CLASS GOVT	237	225	225	205	250	260
CHECKING ACCOUNTS	16	18	18	21	25	30
INTEREST REVENUE	\$1,475	\$1,337	\$1,337	\$751	\$875	\$900
DONATIONS	233,686	175,000	175,000	170,249	226,999	200,000
MISCELLANEOUS RECEIPTS	\$233,686	\$175,000	\$175,000	\$170,249	\$226,999	\$200,000
TOTAL FIRE/EMS DONATION FUND	\$235,161	\$176,337	\$176,337	\$171,000	\$227,874	\$200,900
150 - MUNICIPAL COURT FUND						
BLDG SECURITY FUND	\$10,948	\$12,000	\$12,000	\$8,700	\$11,600	\$17,700
TECHNOLOGY FUND	14,602	15,000	15,000	11,599	15,465	16,000
TRUANCY PREVENTION FEES	0	0	0	0	0	15,000
JURY SERVICE FEES	0	0	0	0	0	300
MUNICIPAL COURT FEES	\$25,550	\$27,000	\$27,000	\$20,299	\$27,065	\$49,000
INVESTMENTS	1,253	836	836	711	946	820
TEXPOOL	373	336	336	474	633	610
TEXAS CLASS	451	448	448	680	908	870
TX CLASS GOVT	419	358	358	667	889	870
CHECKING ACCOUNTS	26	24	24	75	100	110
INTEREST REVENUE	\$2,522	\$2,002	\$2,002	\$2,607	\$3,476	\$3,280
TOTAL MUNICIPAL COURT FUND	\$28,072	\$29,002	\$29,002	\$22,906	\$30,541	\$52,280
160 - SIDEWALK INSTALL FUND						
INVESTMENTS	\$153	\$105	\$105	\$85	\$103	\$100
TEXPOOL	45	41	41	57	70	80
TEXAS CLASS	54	55	55	81	100	110
TX CLASS GOVT	50	44	44	79	103	110
CHECKING ACCOUNTS	3	0	0	8	12	20
INTEREST REVENUE	\$305	\$245	\$245	\$310	\$388	\$420
TOTAL SIDEWALK INSTALL FUND	\$305	\$245	\$245	\$310	\$388	\$420

REVENUE SCHEDULES
OTHER FUNDS

ACCOUNT DESCRIPTION	FY 18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
164 - PARK LAND DEDICATION FUND						
COMMUNITY PARKS	\$38,100	\$42,000	\$42,000	\$14,400	\$19,200	\$32,000
PARK FEES-EFFECTIVE FY13	9,600	0	0	10,800	14,400	0
MISCELLANEOUS RECEIPTS	\$47,700	\$42,000	\$42,000	\$25,200	\$33,600	\$32,000
INVESTMENTS	1,701	1,199	1,199	231	308	240
TEXPOOL	0	0	0	38	51	30
TEXAS CLASS	0	0	0	57	76	50
TX CLASS GOVT	0	0	0	50	67	40
CHECKING ACCOUNTS	36	33	33	44	58	70
INTEREST REVENUE	\$1,737	\$1,232	\$1,232	\$420	\$560	\$430
TOTAL PARK LAND DEDICATION FUND	\$49,437	\$43,232	\$43,232	\$25,620	\$34,160	\$32,430
170 - STREET IMPROVEMENTS FUND						
SALES TAX	\$1,569,848	\$1,534,124	\$1,534,124	\$937,957	\$1,607,926	\$1,622,100
TAXES	\$1,569,848	\$1,534,124	\$1,534,124	\$937,957	\$1,607,926	\$1,622,100
INVESTMENTS	9,329	5,767	5,767	8,222	10,263	9,620
TEXPOOL	2,333	1,988	1,988	5,211	6,347	6,680
TEXAS CLASS	2,755	2,611	2,611	7,470	8,956	9,480
TX CLASS GOVT	2,636	2,122	2,122	7,318	9,700	9,470
CHECKING ACCOUNTS	153	128	128	828	1,104	1,150
INTEREST REVENUE	\$17,206	\$12,616	\$12,616	\$29,049	\$36,370	\$36,400
TOTAL STREET IMPROVEMENTS FUND	\$1,587,054	\$1,546,740	\$1,546,740	\$967,006	\$1,644,296	\$1,658,500
175 - ECONOMIC DEVELOPMENT DISTRICT FUNDS						
SALES TAX	\$523,283	\$511,374	\$511,374	\$397,882	\$530,509	\$540,690
PRIOR PERIOD EXPENDITURES	0	0	0	37,832	37,832	0
TAXES	\$523,283	\$511,374	\$511,374	\$435,714	\$568,341	\$540,690
INVESTMENTS	1,930	1,280	1,280	2,021	2,494	2,310
TEXPOOL	500	431	431	1,301	1,635	1,600
TEXAS CLASS	609	588	588	1,882	2,316	2,290
TX CLASS GOVT	571	469	469	1,807	2,000	2,240
CHECKING ACCOUNTS	35	30	30	189	235	260
INTEREST REVENUE	\$3,645	\$2,798	\$2,798	\$7,200	\$8,680	\$8,700
TOTAL STREET IMPROVEMENTS FUND	\$526,928	\$514,172	\$514,172	\$442,914	\$577,021	\$549,390
201 - TAX DEBT SERVICE FUND						
CURRENT PROPERTY TAXES	\$3,161,874	\$3,212,867	\$3,212,867	\$3,158,640	\$3,212,867	\$3,294,901
DELINQUENT PROPERTY TAXES	15,299	25,000	25,000	15,226	25,000	25,000
TAXES	\$3,177,173	\$3,237,867	\$3,237,867	\$3,173,866	\$3,237,867	\$3,319,901
INVESTMENTS	3,249	2,214	2,214	3,139	3,732	3,740
TEXPOOL	954	763	763	1,664	3,301	2,150
TEXAS CLASS	1,339	1,288	1,288	2,552	2,149	3,310
TX CLASS GOVT	1,193	944	944	2,333	3,040	3,040
CHECKING ACCOUNTS	80	72	72	275	383	390
INTEREST REVENUE	\$6,815	\$5,281	\$5,281	\$9,963	\$12,605	\$12,630
CAPITAL PROJECTS FUND	0	0	0	1,901	1,901	0
OTHER SOURCES	\$0	\$0	\$0	\$1,901	\$1,901	\$0
TOTAL TAX DEBT SERVICE FUND	\$3,183,988	\$3,243,148	\$3,243,148	\$3,185,730	\$3,252,373	\$3,332,531
252 - 2010 G.O. BONDS						
TEXAS CLASS	\$575	\$0	\$0	\$16	\$16	\$0
INTEREST REVENUE	\$575	\$0	\$0	\$16	\$16	\$0
TOTAL 2010 G.O. BONDS FUND	\$575	\$0	\$0	\$16	\$16	\$0
253 - 2015 G.O. BONDS (ROUND 1)						
TEXAS CLASS	\$2,671	\$1,797	\$1,797	\$1,936	\$2,581	\$2,670
INTEREST REVENUE	\$2,671	\$1,797	\$1,797	\$1,936	\$2,581	\$2,670
TOTAL 2015 G.O. BONDS FUND	\$2,671	\$1,797	\$1,797	\$1,936	\$2,581	\$2,670
254 - 2016 G.O. BONDS (ROUND 2)						
TEXAS CLASS	\$19,549	\$500	\$500	\$12,699	\$16,932	\$17,880
INTEREST REVENUE	\$19,549	\$500	\$500	\$12,699	\$16,932	\$17,880
TOTAL 2016 G.O. BONDS FUND	\$19,549	\$500	\$500	\$12,699	\$16,932	\$17,880

REVENUE SCHEDULES
OTHER FUNDS

ACCOUNT DESCRIPTION	FY 18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
255 - 2017 G.O. BONDS FUND (ROUND 3)						
TEXAS CLASS	\$91,772	\$84,106	\$84,106	\$72,008	\$96,011	\$97,260
INTEREST REVENUE	\$91,772	\$84,106	\$84,106	\$72,008	\$96,011	\$97,260
TOTAL 2017 G.O. BONDS FUND	\$91,772	\$84,106	\$84,106	\$72,008	\$96,011	\$97,260
401 - WATER AND SEWER FUND						
SINGLE FMLY RES	4,851,142	5,352,069	5,352,069	2,684,935	4,799,111	6,587,598
SINGLE COMMERCIAL	332,745	369,011	369,011	239,710	450,017	617,725
MULTI FMLY RES	305,121	312,696	312,696	214,360	443,623	608,948
MULTI COMMERCIAL	49,179	51,636	51,636	41,349	70,949	97,390
SPRINKLER ONLY	817,491	884,065	884,065	351,134	701,252	962,587
OTHER	99,312	110,334	110,334	65,752	143,249	196,635
OTHER BILLED WATER REVENUE	1,030	0	0	(211)	(211)	0
SINGLE FMLY RES	4,349,021	4,642,272	4,642,272	3,012,687	5,068,710	5,843,257
SINGLE COMMERCIAL	239,876	266,988	266,988	157,962	279,365	322,055
MULTI FMLY RES	213,534	222,663	222,663	131,527	243,886	281,154
MULTI COMMERCIAL	32,739	34,315	34,315	24,119	39,177	45,163
OTHER	25,868	28,585	28,585	13,699	39,142	45,124
CHARGES FOR SERVICES	\$11,317,058	\$12,274,634	\$12,274,634	\$6,937,023	\$12,278,270	\$15,607,636
INVESTMENTS	57,219	39,926	39,926	24,218	27,780	27,790
TEXPOOL	17,069	15,615	15,615	16,510	21,470	21,480
TEXAS CLASS	20,784	20,946	20,946	23,455	30,200	30,210
TX CLASS GOVT	19,086	16,606	16,606	23,388	30,700	30,710
CHECKING ACCOUNTS	1,199	1,116	1,116	2,770	3,870	3,880
MARKING INVEST TO MARKET	3,306	0	0	0	0	0
INTEREST REVENUE	\$118,663	\$94,209	\$94,209	\$90,341	\$114,020	\$114,070
CREDIT CARD FEE	\$41,074	\$85,000	\$85,000	\$81,252	\$108,340	\$100,000
MISC RECEIPTS	1,070	0	0	0	0	0
ADMIN FEE-CHILD SUPPORT	323	0	0	175	230	0
ADMIN FEES	198,783	200,000	200,000	156,511	208,680	200,000
SAME DAY SERVICE FEE	7,050	5,400	5,400	5,175	6,900	6,900
DISCONNECT/RECONNECT FEE	47,625	42,000	42,000	30,975	41,300	42,000
TAMPERING FEE	6,800	5,000	5,000	3,900	5,200	5,000
PULLED METER FEES	0	500	500	400	400	500
BROKEN LOCK FEE	75	25	25	166	224	25
METER REPLACEMENT FEE	130	0	0	0	0	0
MISC RECEIPTS	0	0	0	8,206	8,210	0
RETURN CHECK FEE	2,930	2,200	2,200	2,240	2,900	2,200
INSURANCE	24,437	0	7,359	8,802	11,908	0
PY INSURANCE REIMB	31,399	0	0	0	0	0
PRIOR PERIOD EXPENDITURES	19,821	0	0	0	0	0
SALE OF WATER METERS	43,616	35,000	35,000	22,795	30,000	30,000
MISCELLANEOUS RECEIPTS	\$425,133	\$375,125	\$382,484	\$320,597	\$424,292	\$386,625
TOTAL WATER AND SEWER FUND	\$11,860,854	\$12,743,968	\$12,751,327	\$7,347,961	\$12,816,582	\$16,108,331
418 - 2006 W/S BOND CONSTRUCTION FUND						
TEXAS CLASS	\$1,189	\$0	\$0	\$823	\$1,088	\$0
INTEREST REVENUE	\$1,189	\$0	\$0	\$823	\$1,088	\$0
TOTAL 2006 W/S BOND CONSTRUCTION FUND	\$1,189	\$0	\$0	\$823	\$1,088	\$0
419 - 2009 W/S BOND CONSTRUCTION FUND						
TEXAS CLASS	\$6,122	\$0	\$0	\$6,464	\$8,546	\$0
INTEREST REVENUE	\$6,122	\$0	\$0	\$6,464	\$8,546	\$0
TOTAL 2009 W/S BOND CONSTRUCTION FUND	\$6,122	\$0	\$0	\$6,464	\$8,546	\$0
420 - 2016 W/S BOND CONSTRUCTION FUND						
TEXAS CLASS	\$61,588	\$58,710	\$58,710	\$56,665	\$75,115	\$58,710
INTEREST REVENUE	\$61,588	\$58,710	\$58,710	\$56,665	\$75,115	\$58,710
TOTAL 2016 W/S BOND CONSTRUCTION FUND	\$61,588	\$58,710	\$58,710	\$56,665	\$75,115	\$58,710
421 - 2018 W/S BOND CONSTRUCTION FUND						
BOND PROCEEDS	\$0	\$0	\$0	\$20,170,000	\$20,170,000	\$0
PREMIUM	0	0	0	1,569,429	1,569,429	0
OTHER FINANCING SOURCES	\$0	\$0	\$0	\$21,739,429	\$21,739,429	\$0
TEXAS CLASS	0	0	0	265,174	331,880	331,890
INTEREST REVENUE	\$0	\$0	\$0	\$265,174	\$331,880	\$331,890
TOTAL 2018 W/S BOND CONSTRUCTION FUND	\$0	\$0	\$0	\$22,004,603	\$22,071,309	\$331,890

REVENUE SCHEDULES
OTHER FUNDS

ACCOUNT DESCRIPTION	FY 18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
480 - WATER CIP/IMPACT FEE FUND						
CW IMPACT FEES	\$333,150	\$417,600	\$417,600	\$188,163	\$250,803	\$313,200
CHARGES FOR SERVICES	\$333,150	\$417,600	\$417,600	\$188,163	\$250,803	\$313,200
INVESTMENTS	947	860	860	162	216	190
TEXPOOL	249	245	245	113	151	170
TEXAS CLASS	320	343	343	155	227	230
TX CLASS GOVT	268	251	251	165	229	250
CHECKING ACCOUNTS	20	21	21	24	40	40
INTEREST REVENUE	\$1,804	\$1,720	\$1,720	\$619	\$863	\$880
TOTAL WATER CIP/IMPACT FEE FUND	\$334,954	\$419,320	\$419,320	\$188,782	\$251,666	\$314,080

490 - W/S REVENUE DEBT FUND						
INVESTMENTS	\$4,872	\$2,976	\$2,976	\$7,009	\$8,844	\$8,310
TEXPOOL	1,433	1,233	1,233	3,675	4,500	4,630
TEXAS CLASS	1,740	1,665	1,665	5,461	6,780	6,840
TX CLASS GOVT	1,653	1,349	1,349	5,151	6,200	6,550
CHECKING ACCOUNTS	97	84	84	577	770	800
INTEREST REVENUE	\$9,795	\$7,307	\$7,307	\$21,873	\$27,094	\$27,130
TRANS FROM W/S OPER FUND	3,166,375	2,782,100	2,782,100	2,086,575	2,782,100	4,464,550
WATER CIP/IMPACT FEE FUND	400,000	400,000	400,000	266,667	300,000	300,000
SEWER CIP/IMPACT FEE FUND	150,000	150,000	150,000	112,500	150,000	125,000
TRANS FROM 2018 W/S BOND CONSTR FUND	0	0	0	1,514,560	1,514,560	0
OTHER FINANCING SOURCES	\$3,716,375	\$3,332,100	\$3,332,100	\$3,980,302	\$4,746,660	\$4,889,550
TOTAL W/S REVENUE DEBT FUND	\$3,726,170	\$3,339,407	\$3,339,407	\$4,002,175	\$4,773,754	\$4,916,680

580 - SEWER CIP/IMPACT FEE FUND						
CW IMPACT FEES	\$128,191	\$168,000	\$168,000	\$97,928	\$114,128	\$126,000
CHARGES FOR SERVICES	\$128,191	\$168,000	\$168,000	\$97,928	\$114,128	\$126,000
INVESTMENTS	664	534	534	254	309	290
TEXPOOL	182	171	171	175	203	230
TEXAS CLASS	227	235	235	249	311	320
TX CLASS GOVT	200	179	179	247	329	330
CHECKING ACCOUNTS	13	14	14	28	39	50
INTEREST REVENUE	\$1,286	\$1,133	\$1,133	\$953	\$1,191	\$1,220
TOTAL SEWER CIP/IMPACT FEE FUND	\$129,477	\$169,133	\$169,133	\$98,881	\$115,319	\$127,220

701 - 1776 PARK TRUST FUND						
INVESTMENTS	\$178	\$123	\$123	\$70	\$90	\$80
TEXPOOL	54	50	50	52	65	70
TEXAS CLASS	66	66	66	74	89	100
TX CLASS GOVT	61	53	53	73	90	100
CHECKING ACCOUNTS	4	0	0	8	11	20
INTEREST REVENUE	\$363	\$292	\$292	\$277	\$345	\$370
TOTAL 1776 PARK TRUST FUND	\$363	\$292	\$292	\$277	\$345	\$370

301 - VEHICLE REPLACEMENT PLAN						
INVESTMENTS	\$3,960	\$3,097	\$3,097	\$1,492	\$1,789	\$1,710
TEXPOOL	1,088	998	998	1,009	1,275	1,300
TEXAS CLASS	1,330	1,344	1,344	1,447	1,830	1,850
TX CLASS GOVT	1,221	1,068	1,068	1,422	1,805	1,850
CHECKING ACCOUNTS	76	71	71	165	221	240
INTEREST REVENUE	\$7,675	\$6,578	\$6,578	\$5,535	\$6,920	\$6,950
LEASE REVENUE	380,684	550,817	550,817	413,046	550,817	691,400
INSURANCE	277,013	0	0	0	0	0
TRANS FROM GENERAL FUND	47,000	0	45,633	45,633	45,633	0
TRANS FROM W/S OPER FUND	151,860	0	0	0	0	0
SALE OF FIXED ASSETS	10,460	0	0	17,000	17,000	0
OTHER FINANCING SOURCES	\$867,017	\$550,817	\$596,450	\$475,679	\$613,450	\$691,400
TOTAL VEHICLE REPLACEMENT PLAN	\$874,692	\$557,395	\$603,028	\$481,214	\$620,370	\$698,350

General and Administrative Transfers

TRANSFERS TO OTHER FUNDS

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/2019	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
GENERAL FUND						
VEHICLE REPLACEMENT FUND	\$47,000	\$0	\$45,633	\$45,633	\$45,633	\$0
TOTAL	\$47,000	\$0	\$45,633	\$45,633	\$45,633	\$0
FRIENDSWOOD ECONOMIC DEVELOPMENT FUND						
GENERAL FUND	\$17,500	\$16,000	\$16,000	\$11,997	\$16,000	\$16,000
TOTAL	\$17,500	\$16,000	\$16,000	\$11,997	\$16,000	\$16,000
GO BOND CONSTRUCTION FUNDS						
TAX DEBT SERVICE FUND	\$0	\$0	\$0	\$1,901	\$1,901	\$0
TOTAL	\$0	\$0	\$0	\$1,901	\$1,901	\$0
WATER & SEWER OPERATING FUND						
GENERAL FUND	\$1,402,989	\$1,441,690	\$1,456,690	\$1,096,267	\$1,456,690	\$1,379,267
VEHICLE REPLACEMENT FUND	151,860	0	0	0	0	0
W/S REVENUE DEBT SERVICE FUND	3,166,375	2,782,100	2,782,100	2,086,575	2,782,100	4,464,550
TOTAL	\$4,721,224	\$4,223,790	\$4,238,790	\$3,182,842	\$4,238,790	\$5,843,817
WATER CIP/IMPACT FEE FUND						
W/S REVENUE DEBT SERVICE FUND	\$400,000	\$400,000	\$400,000	\$266,667	\$300,000	\$300,000
TOTAL	\$400,000	\$400,000	\$400,000	\$266,667	\$300,000	\$300,000
SEWER CIP/IMPACT FEE FUND						
W/S REVENUE DEBT SERVICE FUND	\$150,000	\$150,000	\$150,000	\$112,500	\$150,000	\$125,000
TOTAL	\$150,000	\$150,000	\$150,000	\$112,500	\$150,000	\$125,000
WATER AND SEWER BOND FUNDS						
2018 WATER/SEWER BOND FUND	\$0	\$0	\$0	\$1,514,560	\$1,514,560	\$0
TOTAL	\$0	\$0	\$0	\$1,514,560	\$1,514,560	\$0
TOTAL TRANSFERS TO OTHER FUNDS	\$5,335,724	\$4,789,790	\$4,850,423	\$5,136,100	\$6,266,884	\$6,284,817

TRANSFERS FROM OTHER FUNDS

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/2019	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
GENERAL FUND						
ECONOMIC DEVELOPMENT IMPROVEMENT FUND	\$17,500	\$16,000	\$16,000	\$11,997	\$16,000	\$16,000
W/S OPERATION FUND	1,402,989	1,441,690	1,456,690	1,096,267	1,456,690	1,379,267
TOTAL	\$1,420,489	\$1,457,690	\$1,472,690	\$1,108,264	\$1,472,690	\$1,395,267
TAX DEBT SERVICE FUND						
GO Bonds Construction Funds	\$0	\$0	\$0	\$1,901	\$1,901	\$0
TOTAL	\$0	\$0	\$0	\$1,901	\$1,901	\$0
VEHICLE REPLACEMENT FUND						
GENERAL FUND	\$47,000	\$0	\$45,633	\$45,633	\$45,633	\$0
W/S OPERATION FUND	151,860	0	0	0	0	0
TOTAL	\$198,860	\$0	\$45,633	\$45,633	\$45,633	\$0
WATER & SEWER REVENUE DEBT SERVICE FUND						
W/S OPERATING FUND	\$3,166,375	\$2,782,100	\$2,782,100	\$2,086,575	\$2,782,100	\$4,464,550
WATER CIP/IMPACT FEE FUND	400,000	400,000	400,000	266,667	300,000	300,000
SEWER CIP/IMPACT FEE FUND	150,000	150,000	150,000	112,500	150,000	125,000
2018 W/S BOND FUND	0	0	0	1,514,560	1,514,560	0
TOTAL	\$3,716,375	\$3,332,100	\$3,332,100	\$3,980,302	\$4,746,660	\$4,889,550
TOTAL TRANSFERS FROM OTHER FUNDS	\$5,335,724	\$4,789,790	\$4,850,423	\$5,136,100	\$6,266,884	\$6,284,817

SUMMARY OF DEBT SERVICE FUNDS

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
GENERAL OBLIGATION BONDS	\$1,732,744	\$1,741,182	\$1,741,182	\$1,327,016	\$1,741,182	\$1,738,131
CERTIFICATES OF OBLIGATIONS	0	0	0	0	0	0
REFUNDING BONDS	4,098,375	4,088,150	4,088,150	3,521,300	4,097,650	4,090,550
REVENUE BONDS	405,400	405,850	1,017,342	479,841	1,017,342	1,962,400
OTHER TAX DEBT	314,036	314,037	314,037	74,872	314,036	393,370
TOTAL	\$6,550,555	\$6,549,219	\$7,160,711	\$5,403,029	\$7,170,210	\$8,184,451

DEBT SERVICE FUNDS OVERVIEW

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

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

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

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

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

CITY OF FRIENDSWOOD LEGAL DEBT MARGIN INFORMATION

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

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

Per the City's Financial Advisor using the Texas Attorney General's guideline for home rule cities, the City's legal debt margin is based on a tax rate of \$1.35 per \$100 of net assessed property value with projected 100% collection of the tax levy. For FY20, the City's legal debt margin is \$43,909,576. This means the City could issue debt (bonds) up to an amount that generates a maximum annual debt service requirement of less than \$43,909,576.

Legal Debt Margin Calculation

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

Estimated net assessed value:

\$3,690,585,683

For Texas Constitution Legal Debt Margin for Friendswood:

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

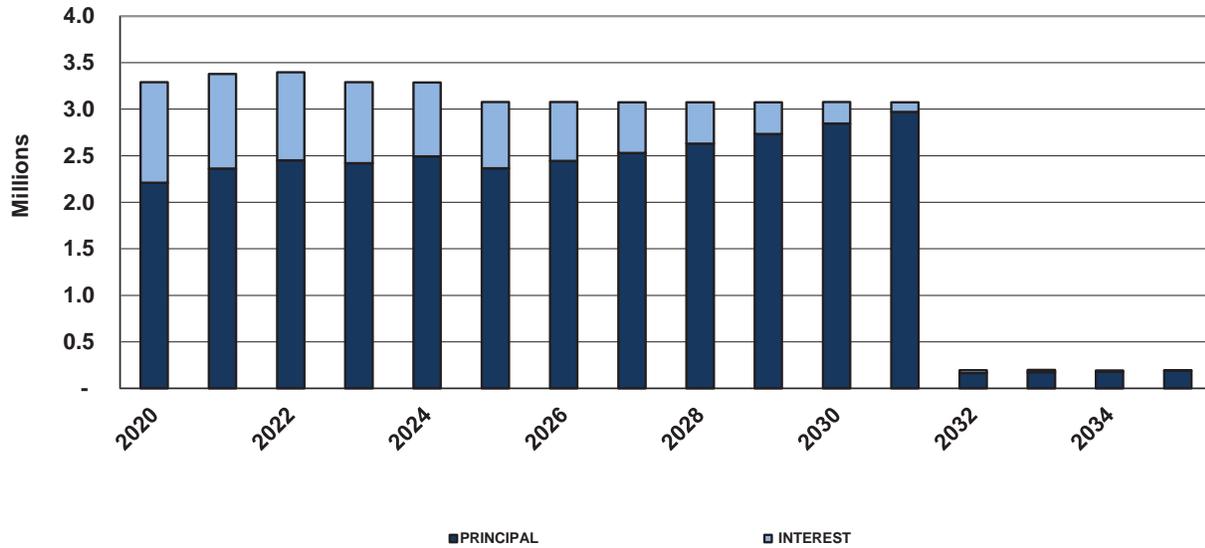
\$49,822,907 City of Friendswood's Maximum Legal Debt Service Requirement (based on tax rate of \$1.35 per \$100 value)

5,913,331 City of Friendswood's maximum annual debt service requirement for existing G.O. debt (will occur in fiscal year 2021)

\$43,909,576 City of Friendswood's FY20 Debt Margin

According to the City's Financial Advisor, a debt margin of \$43,909,576 translates into additional debt capacity of approximately \$565 million in bonds (depending on factors such as the number of sales and the interest environment).

TAX DEBT SERVICE TO MATURITY



YEAR	PRINCIPAL	INTEREST	TOTAL
2020	2,211,498	1,079,153	3,290,651
2021	2,360,750	1,018,853	3,379,603
2022	2,450,385	945,720	3,396,105
2023	2,419,590	870,048	3,289,638
2024	2,494,397	793,327	3,287,724
2025	2,365,000	711,219	3,076,219
2026	2,445,000	631,731	3,076,731
2027	2,530,000	543,128	3,073,128
2028	2,630,000	444,369	3,074,369
2029	2,735,000	340,794	3,075,794
2030	2,845,000	231,450	3,076,450
2031	2,970,000	104,350	3,074,350
2032	165,000	29,806	194,806
2033	175,000	21,731	196,731
2034	180,000	13,300	193,300
2035	190,000	4,513	194,513
TOTAL	<u>\$31,166,620</u>	<u>\$7,783,492</u>	<u>\$38,950,112</u>

** excludes fiscal agent fees associated with the outstanding bonds.*

TAX DEBT SERVICE FUND

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
GENERAL OBLIGATION BONDS						
PRINCIPAL	\$870,000	\$900,000	\$900,000	\$900,000	\$900,000	\$920,000
INTEREST	860,494	838,182	838,182	424,766	838,182	815,131
ISSUANCE COST	0	0	0	0	0	0
PAYING AGENT FEES	2,250	3,000	3,000	2,250	3,000	3,000
TOTAL	\$1,732,744	\$1,741,182	\$1,741,182	\$1,327,016	\$1,741,182	\$1,738,131
REFUNDING BONDS						
PRINCIPAL	\$905,000	\$915,000	\$915,000	\$915,000	\$915,000	\$935,000
INTEREST	263,850	245,650	245,650	127,400	245,650	227,150
ISSUANCE COST	0	0	0	0	0	0
PAYING AGENT FEES	1,250	1,250	1,250	1,250	1,250	1,250
TOTAL	\$1,170,100	\$1,161,900	\$1,161,900	\$1,043,650	\$1,161,900	\$1,163,400
OTHER TAX DEBT						
PRINCIPAL	\$303,083	\$292,699	\$292,699	\$70,866	\$292,699	\$356,498
INTEREST	10,953	21,338	21,338	4,006	21,337	36,872
ISSUANCE COST	0	0	0	0	0	0
PAYING AGENT FEES	0	0	0	0	0	0
TOTAL	\$314,036	\$314,037	\$314,037	\$74,872	\$314,036	\$393,370
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	\$3,216,880	\$3,217,119	\$3,217,119	\$2,445,538	\$3,217,118	\$3,294,901

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

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY 20 ADOPTED BUDGET
93-13 PRINCIPAL - 2010 GO BONDS	\$125,000	\$130,000	\$130,000	\$130,000	\$130,000	\$135,000
93-15 PRINCIPAL - 2012 REFUNDING GO BONDS	825,000	840,000	840,000	840,000	840,000	855,000
93-16 PRINCIPAL - 2014 REFUNDING GO BONDS	80,000	75,000	75,000	75,000	75,000	80,000
93-17 PRINCIPAL - 2015 GO BONDS	435,000	450,000	450,000	450,000	450,000	460,000
93-18 PRINCIPAL - 2016 GO BONDS	110,000	115,000	115,000	115,000	115,000	120,000
93-20 PRINCIPAL - 2017 GO BONDS	200,000	205,000	205,000	205,000	205,000	205,000
BOND AND GO PRINCIPAL	\$1,775,000	\$1,815,000	\$1,815,000	\$1,815,000	\$1,815,000	\$1,855,000
93-71 PRINCIPAL - 17 COMPUTER REFRESH	\$129,323	\$131,640	\$131,640	\$0	\$131,640	\$0
93-75 PRINCIPAL - 17 FVFD RADIO REPLACEMENT	69,579	70,866	70,866	70,866	70,866	72,177
93-76 PRINCIPAL - 18 RADIO REPLACEMENT	104,181	90,193	90,193	0	90,193	93,503
93-77 PRINCIPAL - 20 CAPITAL EQUIPMENT	0	0	0	0	0	190,818
OTHER DEBT PRINCIPAL	\$303,083	\$292,699	\$292,699	\$70,866	\$292,699	\$356,498
93-13 INTEREST - 2010 GO BONDS	\$110,300	\$106,475	\$106,475	\$54,213	\$106,475	\$101,825
93-15 INTEREST - 2012 REFUNDING GO BONDS	183,700	167,050	167,050	87,725	167,050	150,100
93-16 INTEREST - 2014 REFUNDING GO BONDS	80,150	78,600	78,600	39,675	78,600	77,050
93-17 INTEREST - 2015 GO BONDS	235,744	224,682	224,682	115,153	224,682	213,306
93-18 INTEREST - 2016 GO BONDS	332,600	329,225	329,225	165,475	329,225	326,300
93-20 INTEREST - 2017 GO BONDS	181,850	177,800	177,800	89,925	177,800	173,700
BOND AND GO INTEREST	\$1,124,344	\$1,083,832	\$1,083,832	\$552,166	\$1,083,832	\$1,042,281
93-71 INTEREST - 17 COMPUTER REFRESH	\$5,660	\$3,344	\$3,344	\$0	\$3,344	\$0
93-75 INTEREST - 17 FVFD RADIO REPLACEMENT	5,293	4,007	4,007	4,006	4,006	2,695
93-76 INTEREST - 18 PD RADIO REPLACEMENT	0	13,987	13,987	0	13,987	10,677
93-77 INTEREST - 20 CAPITAL EQUIPMENT	0	0	0	0	0	23,500
OTHER DEBT INTEREST	\$10,953	\$21,338	\$21,338	\$4,006	\$21,337	\$36,872
93-13 FISCAL FEES - 10 GO BONDS	\$750	\$750	\$750	\$750	\$750	\$750
93-15 FISCAL FEES - 12 REFUNDING GO BONDS	500	500	500	500	500	500
93-16 FISCAL FEES - 14 REFUNDING GO BONDS	750	750	750	750	750	750
93-17 FISCAL FEES - 15 GO BONDS	750	750	750	750	750	750
93-18 FISCAL FEES - 16 GO BONDS	750	750	750	750	750	750
93-20 FISCAL FEES - 17 GO BONDS	0	750	750	0	750	750
FISCAL AGENT FEES	\$3,500	\$4,250	\$4,250	\$3,500	\$4,250	\$4,250
93-16 ISSUE COSTS - 14 REFUNDING GO BONDS	\$0	\$0	\$0	\$0	\$0	\$0
93-17 ISSUE COSTS - 15 GO BONDS	0	0	0	0	0	0
93-18 ISSUE COSTS - 16 GO BONDS	0	0	0	0	0	0
93-20 ISSUE COSTS - COMPUTER REFRESH	0	0	0	0	0	0
93-21 ISSUE COSTS - PD RADIO REPLACEMENT	0	0	0	0	0	0
93-71 ISSUE COSTS - 17 COMPUTER REFRESH	0	0	0	0	0	0
93-76 ISSUE COSTS - 18 PD RADIO REPLACEMENT	0	0	0	0	0	0
ISSUE COSTS	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL FOR TAX DEBT SERVICE FUND	\$3,216,880	\$3,217,119	\$3,217,119	\$2,445,538	\$3,217,118	\$3,294,901

Tax Debt Service Fund

Summary Schedule of Tax Debt Service to Maturity

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2020	2,211,498	1,079,153	3,290,651
2021	2,360,750	1,018,853	3,379,603
2022	2,450,385	945,720	3,396,105
2023	2,419,590	870,048	3,289,638
2024	2,494,397	793,327	3,287,724
2025	2,365,000	711,219	3,076,219
2026	2,445,000	631,731	3,076,731
2027	2,530,000	543,128	3,073,128
2028	2,630,000	444,369	3,074,369
2029	2,735,000	340,794	3,075,794
2030	2,845,000	231,450	3,076,450
2031	2,970,000	104,350	3,074,350
2032	165,000	29,806	194,806
2033	175,000	21,731	196,731
2034	180,000	13,300	193,300
2035	190,000	4,513	194,513
TOTAL	\$31,166,620	\$7,783,492	\$38,950,112

Schedule of 2010 General Obligation Bonds By Maturity Date

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2020	135,000	101,825	236,825
2021	140,000	96,325	236,325
2022	145,000	90,625	235,625
2023	140,000	84,925	224,925
2024	155,000	79,025	234,025
2025	155,000	72,825	227,825
2026	170,000	66,325	236,325
2027	135,000	60,225	195,225
2028	140,000	54,725	194,725
2029	145,000	49,025	194,025
2030	150,000	43,125	193,125
2031	160,000	36,925	196,925
2032	165,000	29,806	194,806
2033	175,000	21,731	196,731
2034	180,000	13,300	193,300
2035	190,000	4,513	194,513
TOTAL	\$2,480,000	\$905,250	\$3,385,250

Tax Debt Service Fund

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

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2020	855,000	150,100	1,005,100
2021	880,000	128,350	1,008,350
2022	910,000	99,225	1,009,225
2023	555,000	73,588	628,588
2024	580,000	53,725	633,725
2025	610,000	32,900	642,900
2026	635,000	11,113	646,113
TOTAL	\$5,025,000	549,000	5,574,000

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

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2020	80,000	77,050	157,050
2021	75,000	75,125	150,125
2022	80,000	72,800	152,800
2023	480,000	64,400	544,400
2024	480,000	47,600	527,600
2025	500,000	28,000	528,000
2026	450,000	9,000	459,000
TOTAL	\$2,145,000	\$373,975	\$2,518,975

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

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2020	460,000	213,306	673,306
2021	475,000	200,431	675,431
2022	490,000	185,956	675,956
2023	505,000	171,031	676,031
2024	520,000	155,656	675,656
2025	535,000	141,169	676,169
2026	605,000	126,919	731,919
2027	1,025,000	105,903	1,130,903
2028	1,055,000	77,944	1,132,944
2029	1,085,000	48,519	1,133,519
2030	1,120,000	16,800	1,136,800
TOTAL	\$7,875,000	\$1,443,634	\$9,318,634

Tax Debt Service Fund

Schedule of 2016 General Obligation Bonds By Maturity Date

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2020	120,000	326,300	446,300
2021	125,000	323,850	448,850
2022	125,000	321,350	446,350
2023	125,000	318,850	443,850
2024	130,000	316,300	446,300
2025	130,000	313,050	443,050
2026	140,000	308,300	448,300
2027	900,000	283,000	1,183,000
2028	940,000	237,000	1,177,000
2029	990,000	188,750	1,178,750
2030	1,035,000	138,125	1,173,125
2031	2,245,000	56,125	2,301,125
TOTAL	\$7,005,000	\$3,131,000	\$10,136,000

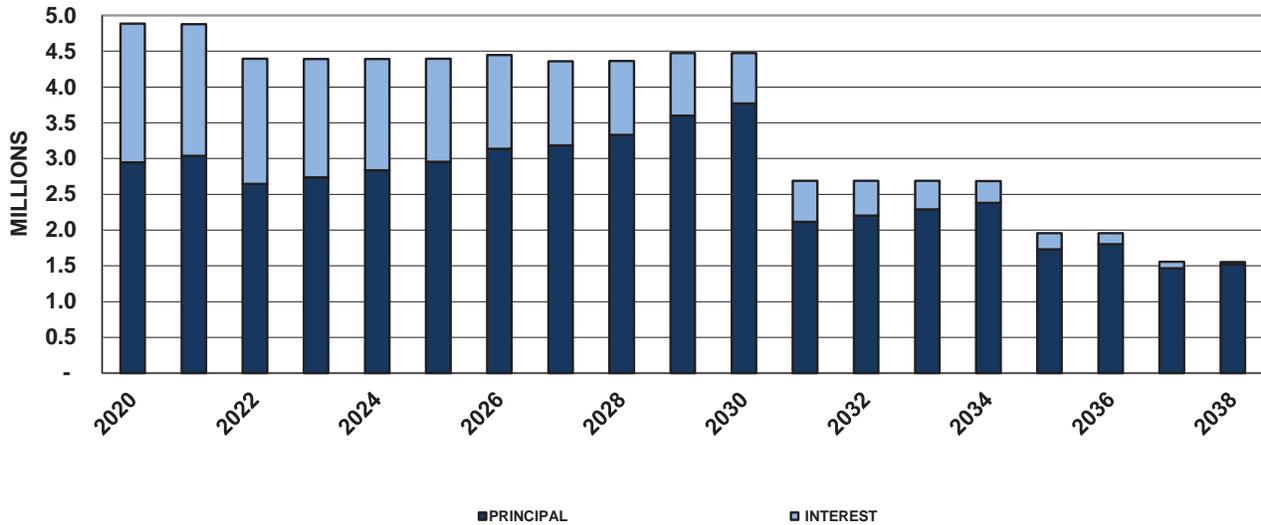
Schedule of 2017 General Obligation Bonds By Maturity Date

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2020	205,000	173,700	378,700
2021	300,000	167,150	467,150
2022	400,000	157,650	557,650
2023	410,000	147,525	557,525
2024	420,000	136,100	556,100
2025	435,000	123,275	558,275
2026	445,000	110,075	555,075
2027	470,000	94,000	564,000
2028	495,000	74,700	569,700
2029	515,000	54,500	569,500
2030	540,000	33,400	573,400
2031	565,000	11,300	576,300
TOTAL	\$5,200,000	\$1,283,375	\$6,483,375

Estimated Obligations Under Capital Leases

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2020	356,498	36,872	393,370
2021	365,750	27,622	393,372
2022	300,385	18,114	318,499
2023	204,590	9,729	214,319
2024	209,397	4,921	214,318
TOTAL	\$1,436,620	\$97,258	\$1,533,878

REVENUE DEBT SERVICE TO MATURITY



YEAR	PRINCIPAL	INTEREST	TOTAL
2020	2,945,000	1,938,950	4,883,950
2021	3,035,000	1,844,050	4,879,050
2022	2,645,000	1,750,425	4,395,425
2023	2,735,000	1,657,800	4,392,800
2024	2,835,000	1,554,475	4,389,475
2025	2,955,000	1,439,125	4,394,125
2026	3,135,000	1,311,550	4,446,550
2027	3,185,000	1,174,100	4,359,100
2028	3,330,000	1,031,825	4,361,825
2029	3,600,000	874,400	4,474,400
2030	3,770,000	702,700	4,472,700
2031	2,115,000	574,100	2,689,100
2032	2,200,000	487,800	2,687,800
2033	2,290,000	398,000	2,688,000
2034	2,380,000	306,400	2,686,400
2035	1,730,000	226,000	1,956,000
2036	1,800,000	155,400	1,955,400
2037	1,465,000	90,100	1,555,100
2038	1,520,000	30,400	1,550,400
TOTAL	<u>\$49,670,000</u>	<u>\$17,547,600</u>	<u>\$67,217,600</u>

* excludes fiscal agent fees associated with the outstanding bonds.

WATER AND SEWER DEBT SERVICE FUND

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
REVENUE BONDS						
PRINCIPAL	\$225,000	\$230,000	\$230,000	\$230,000	\$230,000	\$905,000
INTEREST	179,650	175,100	786,592	249,091	786,592	1,055,900
ISSUANCE COST	0	0	0	0	0	0
PAYING AGENT FEES	750	750	750	750	750	1,500
TOTAL	\$405,400	\$405,850	\$1,017,342	\$479,841	\$1,017,342	\$1,962,400
REFUNDING BONDS						
PRINCIPAL	\$1,935,000	\$1,985,000	\$1,985,000	\$1,985,000	\$1,985,000	\$2,040,000
INTEREST	991,775	937,150	937,150	482,400	937,150	883,050
ISSUANCE COST	0	0	0	9,500	9,500	0
PAYING AGENT FEES	1,500	4,100	4,100	750	4,100	4,100
TOTAL	\$2,928,275	\$2,926,250	\$2,926,250	\$2,477,650	\$2,935,750	\$2,927,150
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 W/S DEBT SERVICE FUND	\$3,333,675	\$3,332,100	\$3,943,592	\$2,957,491	\$3,953,092	\$4,889,550

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

	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY 20 ADOPTED BUDGET
93-13 PRINCIPAL - 10 REFUND GO BONDS (2001 W/S)	\$560,000	\$580,000	\$580,000	\$580,000	\$580,000	\$605,000
93-16 PRINCIPAL - 14 REFUND GO BONDS (2006 W/S)	5,000	5,000	5,000	5,000	5,000	5,000
93-18 PRINCIPAL - 16 REFUND GO BONDS (2006 W/S)	965,000	980,000	980,000	980,000	980,000	1,010,000
93-19 PRINCIPAL - 16A REFUND GO BONDS (2009 W/S)	405,000	420,000	420,000	420,000	420,000	420,000
93-54 PRINCIPAL - 16 W/S BONDS	225,000	230,000	230,000	230,000	230,000	235,000
93-55 PRINCIPAL - 18 W/S BONDS	0	0	0	0	0	670,000
BOND PRINCIPAL	\$2,160,000	\$2,215,000	\$2,215,000	\$2,215,000	\$2,215,000	\$2,945,000
93-13 INTEREST - 10 REFUND GO BONDS (2001 W/S)	\$75,000	\$57,900	\$57,900	\$33,300	\$57,900	\$37,100
93-16 INTEREST - 14 REFUND GO BONDS (2006 W/S)	214,150	214,050	214,050	107,050	214,050	213,950
93-18 INTEREST - 16 REFUND GO BONDS (2006 W/S)	376,075	346,900	346,900	180,800	346,900	322,100
93-19 INTEREST - 16A REFUND GO BONDS (2009 W/S)	326,550	318,300	318,300	161,250	318,300	309,900
93-54 INTEREST - 16 W/S BONDS	179,650	175,100	175,100	88,700	175,100	170,450
93-55 INTEREST - 18 W/S BONDS	0	0	611,492	160,391	611,492	885,450
BOND INTEREST	\$1,171,425	\$1,112,250	\$1,723,742	\$731,491	\$1,723,742	\$1,938,950
93-14 FISCAL FEES - 10 REFUND GO BONDS (2001 W/S)	\$750	\$750	\$750	\$750	\$750	\$750
93-16 FISCAL FEES - 14 REFUND GO BONDS (2006 W/S)	0	1,850	1,850	0	1,850	1,850
93-18 FISCAL FEES - 16 REFUND GO BONDS (2006 W/S)	0	750	750	0	750	750
93-19 FISCAL FEES - 16A REFUND GO BONDS (2009 W/S)	750	750	750	0	750	750
93-54 FISCAL FEES - 16 W/S BONDS	750	750	750	750	750	750
93-55 FISCAL FEES - 18 W/S BONDS	0	0	0	0	0	750
FISCAL AGENT FEES	\$2,250	\$4,850	\$4,850	\$1,500	\$4,850	\$5,600
93-13 ISSUE COSTS - 10 REFUND GO BONDS (2001 W/S)	\$0	\$0	\$0	\$0	\$0	\$0
93-16 ISSUE COSTS - 14 REFUND GO BONDS (2006 W/S)	0	0	0	0	0	0
93-18 ISSUE COSTS - 16 REFUND GO BONDS (2006 W/S)	0	0	0	0	0	0
93-19 ISSUE COSTS - 16A REFUND GO BONDS (2009 W/S)	0	0	0	0	0	0
93-55 ISSUE COSTS - 18 W/S BONDS	0	0	0	9,500	9,500	0
95-10 ISSUE COSTS - OTHER FINANCING USES	0	0	0	0	0	0
ISSUE COSTS	\$0	\$0	\$0	\$9,500	\$9,500	\$0
TOTAL FOR WATER AND SEWER DEBT FUND	\$3,333,675	\$3,332,100	\$3,943,592	\$2,957,491	\$3,953,092	\$4,889,550

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
2020	2,468,800	476,200	1,449,738	489,212	3,918,538	965,412	4,883,950
2021	2,548,000	487,000	1,371,868	472,182	3,919,868	959,182	4,879,050
2022	2,138,600	506,400	1,295,953	454,472	3,434,553	960,872	4,395,425
2023	2,211,000	524,000	1,221,813	435,987	3,432,813	959,987	4,392,800
2024	2,291,600	543,400	1,137,748	416,727	3,429,348	960,127	4,389,475
2025	2,387,200	567,800	1,043,828	395,297	3,431,028	963,097	4,394,125
2026	2,546,000	589,000	941,248	370,302	3,487,248	959,302	4,446,550
2027	2,564,800	620,200	831,303	342,797	3,396,103	962,997	4,359,100
2028	2,681,800	648,200	716,438	315,387	3,398,238	963,587	4,361,825
2029	2,923,800	676,200	587,723	286,677	3,511,523	962,877	4,474,400
2030	3,064,000	706,000	447,528	255,172	3,511,528	961,172	4,472,700
2031	1,376,000	739,000	349,808	224,292	1,725,808	963,292	2,689,100
2032	1,433,000	767,000	293,628	194,172	1,726,628	961,172	2,687,800
2033	1,491,800	798,200	235,132	162,868	1,726,932	961,068	2,688,000
2034	1,548,800	831,200	176,120	130,280	1,724,920	961,480	2,686,400
2035	864,000	866,000	129,664	96,336	993,664	962,336	1,956,000
2036	899,200	900,800	94,400	61,000	993,600	961,800	1,955,400
2037	937,600	527,400	57,664	32,436	995,264	559,836	1,555,100
2038	972,800	547,200	19,456	10,944	992,256	558,144	1,550,400
TOTAL	\$ 37,348,800	\$ 12,321,200	\$ 12,401,060	\$ 5,146,540	\$ 49,749,860	\$ 17,467,740	\$ 67,217,600

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

YEAR	100% WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2020	605,000	-	37,100	-	642,100	-	642,100
2021	625,000	-	12,500	-	637,500	-	637,500
TOTAL	\$ 1,230,000	\$ -	\$ 49,600	\$ -	\$ 1,279,600	\$ -	\$ 1,279,600

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

YEAR	100% WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2020	5,000	-	213,950	-	218,950	-	218,950
2021	10,000	-	213,750	-	223,750	-	223,750
2022	875,000	-	200,475	-	1,075,475	-	1,075,475
2023	905,000	-	173,775	-	1,078,775	-	1,078,775
2024	930,000	-	141,600	-	1,071,600	-	1,071,600
2025	975,000	-	103,500	-	1,078,500	-	1,078,500
2026	-	-	84,000	-	84,000	-	84,000
2027	1,025,000	-	63,500	-	1,088,500	-	1,088,500
2028	1,075,000	-	21,500	-	1,096,500	-	1,096,500
TOTAL	\$ 5,800,000	\$ -	\$ 1,216,050	\$ -	\$ 7,016,050	\$ -	\$ 7,016,050

WATER AND WASTEWATER REVENUE DEBT SERVICE

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

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2020	1,010,000	-	322,100	-	1,332,100	-	1,332,100
2021	1,025,000	-	301,750	-	1,326,750	-	1,326,750
2022	320,000	-	288,300	-	608,300	-	608,300
2023	325,000	-	281,850	-	606,850	-	606,850
2024	330,000	-	275,300	-	605,300	-	605,300
2025	340,000	-	266,900	-	606,900	-	606,900
2026	1,420,000	-	233,400	-	1,653,400	-	1,653,400
2027	365,000	-	195,875	-	560,875	-	560,875
2028	380,000	-	177,250	-	557,250	-	557,250
2029	1,635,000	-	126,875	-	1,761,875	-	1,761,875
2030	1,720,000	-	43,000	-	1,763,000	-	1,763,000
TOTAL	\$ 8,870,000	\$ -	\$ 2,512,600	\$ -	\$ 11,382,600	\$ -	\$ 11,382,600

SCHEDULE OF 2016 WATERWORKS AND WASTEWATER SYSTEM

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2020	-	235,000	-	170,450	-	405,450	405,450
2021	-	235,000	-	165,750	-	400,750	400,750
2022	-	240,000	-	161,000	-	401,000	401,000
2023	-	245,000	-	156,150	-	401,150	401,150
2024	-	250,000	-	151,200	-	401,200	401,200
2025	-	260,000	-	144,800	-	404,800	404,800
2026	-	265,000	-	135,600	-	400,600	400,600
2027	-	280,000	-	124,700	-	404,700	404,700
2028	-	290,000	-	114,750	-	404,750	404,750
2029	-	300,000	-	104,400	-	404,400	404,400
2030	-	310,000	-	92,200	-	402,200	402,200
2031	-	325,000	-	79,500	-	404,500	404,500
2032	-	335,000	-	66,300	-	401,300	401,300
2033	-	350,000	-	52,600	-	402,600	402,600
2034	-	365,000	-	38,300	-	403,300	403,300
2035	-	380,000	-	23,400	-	403,400	403,400
2036	-	395,000	-	7,900	-	402,900	402,900
TOTAL	\$ -	\$ 5,060,000	\$ -	\$ 1,789,000	\$ -	\$ 6,849,000	\$ 6,849,000

WATER AND WASTEWATER REVENUE DEBT SERVICE

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

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2020	420,000	-	309,900	-	729,900	-	729,900
2021	440,000	-	299,100	-	739,100	-	739,100
2022	470,000	-	285,450	-	755,450	-	755,450
2023	485,000	-	268,700	-	753,700	-	753,700
2024	510,000	-	248,800	-	758,800	-	758,800
2025	525,000	-	228,100	-	753,100	-	753,100
2026	550,000	-	206,600	-	756,600	-	756,600
2027	570,000	-	184,200	-	754,200	-	754,200
2028	590,000	-	161,000	-	751,000	-	751,000
2029	620,000	-	136,800	-	756,800	-	756,800
2030	640,000	-	114,800	-	754,800	-	754,800
2031	640,000	-	92,400	-	732,400	-	732,400
2032	665,000	-	66,300	-	731,300	-	731,300
2033	695,000	-	39,100	-	734,100	-	734,100
2034	720,000	-	12,600	-	732,600	-	732,600
TOTAL	\$ 8,540,000	\$ -	\$ 2,653,850	\$ -	\$ 11,193,850	\$ -	\$ 11,193,850

SCHEDULE OF 2018 WATERWORKS AND WASTEWATER SYSTEM

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER INTEREST	WATER TOTAL	WASTE WATER TOTAL	TOTAL
2020	428,800	241,200	566,688	318,762	995,488	559,962	1,555,450
2021	448,000	252,000	544,768	306,432	992,768	558,432	1,551,200
2022	473,600	266,400	521,728	293,472	995,328	559,872	1,555,200
2023	496,000	279,000	497,488	279,837	993,488	558,837	1,552,325
2024	521,600	293,400	472,048	265,527	993,648	558,927	1,552,575
2025	547,200	307,800	445,328	250,497	992,528	558,297	1,550,825
2026	576,000	324,000	417,248	234,702	993,248	558,702	1,551,950
2027	604,800	340,200	387,728	218,097	992,528	558,297	1,550,825
2028	636,800	358,200	356,688	200,637	993,488	558,837	1,552,325
2029	668,800	376,200	324,048	182,277	992,848	558,477	1,551,325
2030	704,000	396,000	289,728	162,972	993,728	558,972	1,552,700
2031	736,000	414,000	257,408	144,792	993,408	558,792	1,552,200
2032	768,000	432,000	227,328	127,872	995,328	559,872	1,555,200
2033	796,800	448,200	196,032	110,268	992,832	558,468	1,551,300
2034	828,800	466,200	163,520	91,980	992,320	558,180	1,550,500
2035	864,000	486,000	129,664	72,936	993,664	558,936	1,552,600
2036	899,200	505,800	94,400	53,100	993,600	558,900	1,552,500
2037	937,600	527,400	57,664	32,436	995,264	559,836	1,555,100
2038	972,800	547,200	19,456	10,944	992,256	558,144	1,550,400
TOTAL	\$ 12,908,800	\$ 7,261,200	\$ 5,968,960	\$ 3,357,540	\$ 18,877,760	\$ 10,618,740	\$ 29,496,500

Capital Improvement Program

Capital Improvement Program

Capital Improvements Program (CIP) Summary

The Capital Improvements Program (CIP) is a five-year planning tool used to identify capital expenditure needs of the City of Friendswood. The program and plan outlines capital improvements costs and potential funding sources. In addition to information taken from the City's CIP plan, this section of the budget document, will provide estimates for future operating impact (if any) related to each capital improvement project included.

The City's capital improvements program consists of a capital budget which includes projected expenditures for the current fiscal year. **Capital expenditures**, defined as tangible assets or projects with estimated cost of at least \$5,000 and a useful life of at least five (5) years, are part of the capital budget. 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-recurring projects with multiple year life expectancies. These tangible items or projects become fixed assets for the City. Examples include:

- ❖ Building construction, additions or renovations (Ex.- Fire Station, Activity Center)
- ❖ Park improvements (Ex.- Sportsark, Restrooms, Pavilions, Parking Lots)
- ❖ Major repairs or construction of streets (Ex.- Woodlawn, Blackhawk Boulevard Phase II)
- ❖ Water and sewer improvements (Ex.- Lift Station #23 Rehabilitation)
- ❖ Drainage improvements (Ex.- Mud Gully Detention & Conveyance)
- ❖ Major equipment replacements/purchases (Ex.- Dump Truck)

Upon approval by City Council and funding source confirmation, the projects proposed in the CIP for the current fiscal year will commence. The remaining unfunded projects in the future years of the plan will be included in the operating budget, annually, as City Council determines continued relevance of the projects and approves funding sources. The City utilizes General Obligation Bonds, Revenue Bonds, Water and Sewer Operating Fund Working Capital, and unassigned 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 City's CIP plan, a document published separately of the City's operating budget, was most recently approved by City Council in May 2017. Information from the City's CIP plan is included in this section of our budget document. It reflects the capital improvements identified, to date, for inclusion in the City's future capital budget and the capital program.



Left to Right: Old City Park Restroom & Pavilion; Blackhawk Blvd Phase 2; Stevenson Park Pool Restroom & Ticket Building

Capital Improvement Program

Developing the Capital Improvements Program (CIP)

Goals & Objectives

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

Financial Debt Capacity	How much can the City borrow for improvements?
Community Development Opportunities	Is new residential/commercial building expected in the City?
Land Availability	Is the City nearing its build-out capacity?
Staffing Resources	Can existing staff levels manage the CIP projects?
Stakeholder Input	Staff, Citizens, Committees, Boards and Commissions
Direction from City Council	Project Priorities and Available Funding

Other Long-range Financial Planning Tools

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

The City's Master Plans, such as the **Parks and Open Space Master Plan**, **Streets Master Plan** and **Utility Drainage Master Plan** also help to determine capital improvement needs and priorities. Take the Parks and Open Space Master Plan for example. The plan's timeframe is one to ten years and provides guidelines for Parks and Facility improvements as our City's population grows. Based on National Recreation and Parks Association (NRPA) Standards, our Plan recommends 100 acres of park land space per 1,000 residents. With the purchase of 27.7 acres of land in fiscal year 2016, the City currently has approximately 357 acres park land. At build-out, population is estimated to be 58,012. To meet the Parks and Open Space Master Plan standard, 580 acres of park land will be needed. As our population grows toward build-out, park land acquisition will become more of a priority in the City's CIP. The City also has a Pavement Master Plan that determines street construction and major repair projects for inclusion in the CIP. Population growth and life cycles of existing streets are driving factors in the prioritizing Pavement Master Plan capital improvements.

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

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

Capital Improvement Program

Capital Improvement Program Focus

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

As previously stated, population growth is a major driver for our CIP development and implementation. The 2010 census estimated Friendswood's population at 35,805. The population at the end of June 2019 was approximately 41,216; a 15.11% increase in 10 years and an increase of 41.94% since the 2000 census estimate of 29,037. As previously stated, by our community's complete build-out in 10 to 20 years, the anticipated population is about 58,012.

As a result of this projected growth and its subsequent impact, the CIP focus over the next five years will be almost equally balanced between utility infrastructure and drainage improvements to streets, parks, facilities and drainage improvements. Proceeds from the general obligations bonds authorized in November 2013, unassigned fund balance in the City's General Fund and Park Land Dedication funds will support streets, parks, facilities and drainage projects. Water and Sewer Operating Fund working capital and Water and Sewer Revenue Bonds approved in 2006, 2009, 2016, and 2018 will allow for rehabilitation of lift stations and water plants, and waste water treatment plant improvements in the CIP.

The capital budget (year 1 of the CIP) totals \$27,055,666 and includes repairs as prescribed in the City's streets maintenance master plan (based on severity of disrepair) and sewer line maintenance. It also includes, and lists below, almost \$1 million for ongoing phases of several of the bond projects authorized in 2013 and \$19.7 million for water and sewer utility projects.

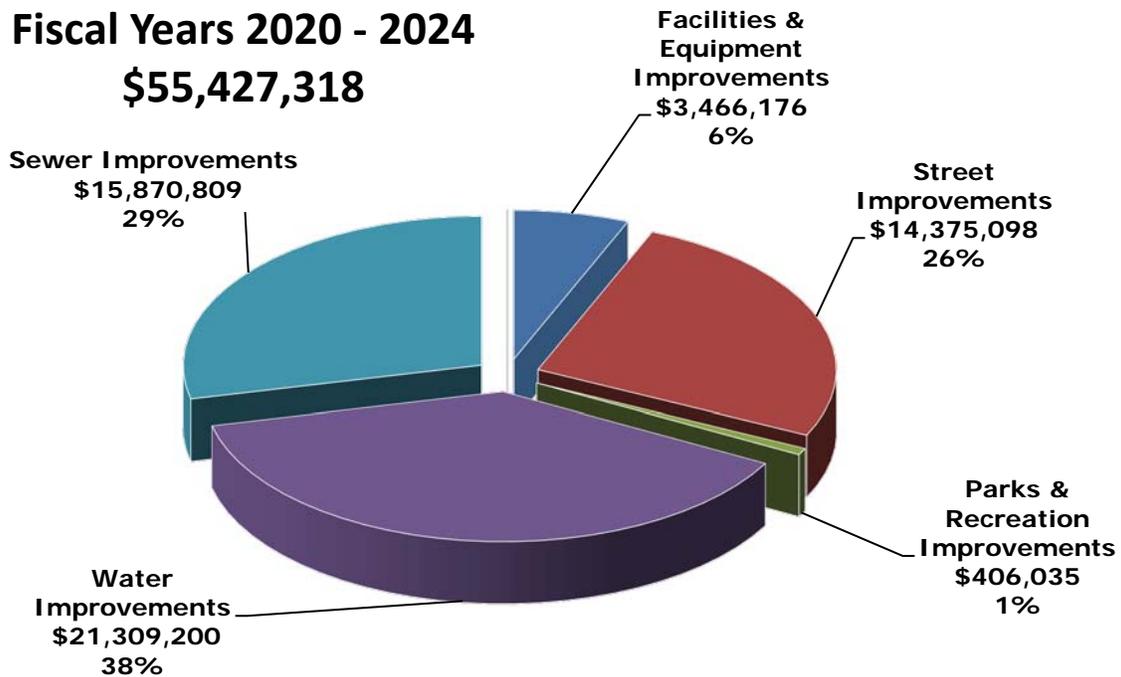
- ❖ **Streets Improvements** – Blackhawk Boulevard (Link Road to Edenvale)
- ❖ **Parks Improvements** – Restrooms, Pavilions, Parking Lots and Walking Trails
- ❖ **Water and Sewer Utilities Improvements** –Lift Station #23, Surface Water Stations #3, Water Plant #1, 42" Water Main Replacement, Sanitary Sewer Assessment, Lift Station #4, Lift Station #1 & #17 Combination

Further portions of this document will show that 67% of the CIP funding uses during the next five years are proposed utility improvements. Streets, facilities, parks and drainage improvement projects make up the other 33% of the CIP program. Beyond the next five years, the proposed CIP focus will shift toward streets, drainage and facilities improvements consisting of 61% of the plan. Utilities projects will then make up 39% of the plan.

Adopted CIP Funding Uses

Fiscal Years 2020 - 2024

\$55,427,318



CIP Impact on the Operating Budget

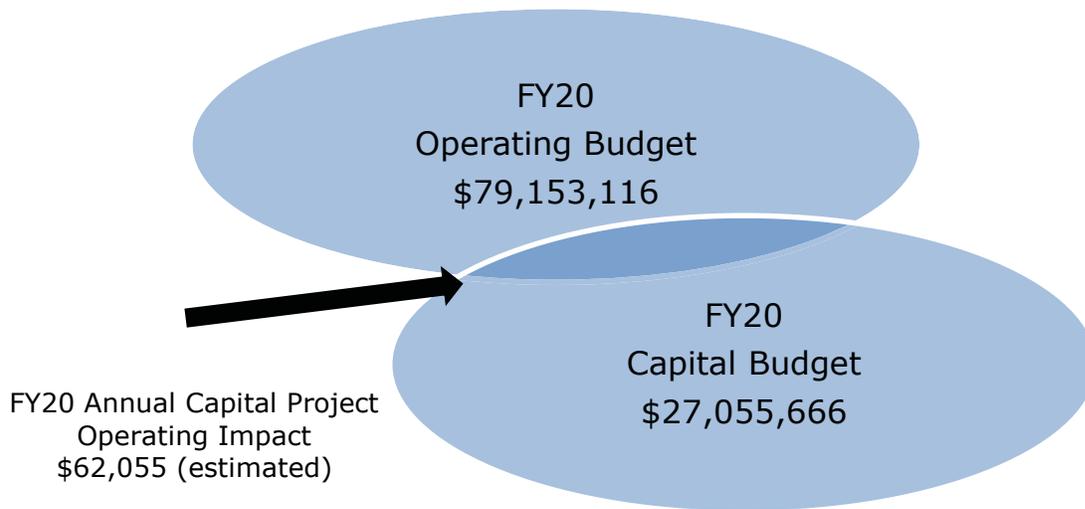
The Capital Improvement Program has a direct effect on the City’s operating budget. During the annual budget process, ongoing costs for repairs, maintenance, operational expenditures and in some cases, new personnel cost resulting from capital improvements are addressed. Also addressed by City Council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

For example, the following estimated maintenance and operating costs for capital improvements are included in the adopted operating budget for fiscal year 2019 – 2020. Annually, adjustments are made to the estimates based on the Municipal Cost Index percent of change.

- ❖ Operational supplies cost – approximately \$0.40 to \$1.20 per sq. ft.
- ❖ Facilities electricity cost – approximately \$3.98 to \$4.04 per sq. ft.
- ❖ Building maintenance cost – approximately \$1.20 to \$1.68 per sq. ft.
- ❖ Janitorial services cost – approximately \$1.18 to \$1.37 per sq. ft.
- ❖ Water, sewer & storm water line cleaning/maintenance – approximately \$2,054 per mile
- ❖ Wastewater Treatment – approximately \$1.43 per 1,000 gallons

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

Capital Improvement Program



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

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

Staff takes special care in timing CIP projects that may require debt service support to maintain the City's property tax rate at a level that will not burden its citizens. As a result, the City's capital improvement program includes proposed unfunded projects totaling \$111.3 million; of which, \$67.6 million is to be general obligation funds supported and \$43.7 million is supported by service revenue. As previously stated, projects will be included in the capital budget, annually, by priority and as funding sources are approved by City Council. Debt level limits and revenue projections are critical in this process because CIP projects funded by property tax supported debt have an indirect impact on the operating budget through resulting principal and interest payment requirements.

Capital Improvement Program

Capital Improvements Program Funding

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

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

In December 2018, the City issued Water & Sewer revenue bonds totaling \$20 million. Planned utility projects will include sanitary sewer assessment phase IV through VII, lift station #1 #4 #17 and #23 reconstruction, water plant #1 tank rehabilitation, 42" water main replacement, second elevated water storage rehabilitation, surface water station #3, & sanitary sewer plant additional capacity.

Currently, the City is considering a general obligations bond issuance of \$80.6 million to fund various projects including but not limited to: civic center, emergency shelter, major drainage improvements, public works facility, major street and sidewalk improvements, walking trails, playgrounds, swimming pool rehabilitation, green parking, various park improvements, & public safety building and fire station expansions. It is possible the bond package will be presented to voters as early as the November 2019 election.

Water and Sewer Fund working capital, if available, may be a potential funding source for the second elevated water storage tank rehab and central 16" interconnect projects planned for FY20

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

Capital Improvement Program

Fiscal Year 2013-14 General Obligations Bond Election

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

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

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

While taking into consideration the City's financial impact of debt issuance costs and annual debt service payments, City Council approved a plan to issue bonds in 3 phases to complete all projects within a time period of five to seven years. The FY15 budget included \$9.4 million to complete projects identified in the 1st round of the bonds. Included in the FY16 budget was \$8.6 million for the 2nd round of the bonds. City Council appropriated \$6.1 million during FY17 to finish out the round 3 projects that were scheduled for completion in years 1 and 2 of the City's CIP. This year's budget reflects residual bond proceeds totaling about \$1 million.

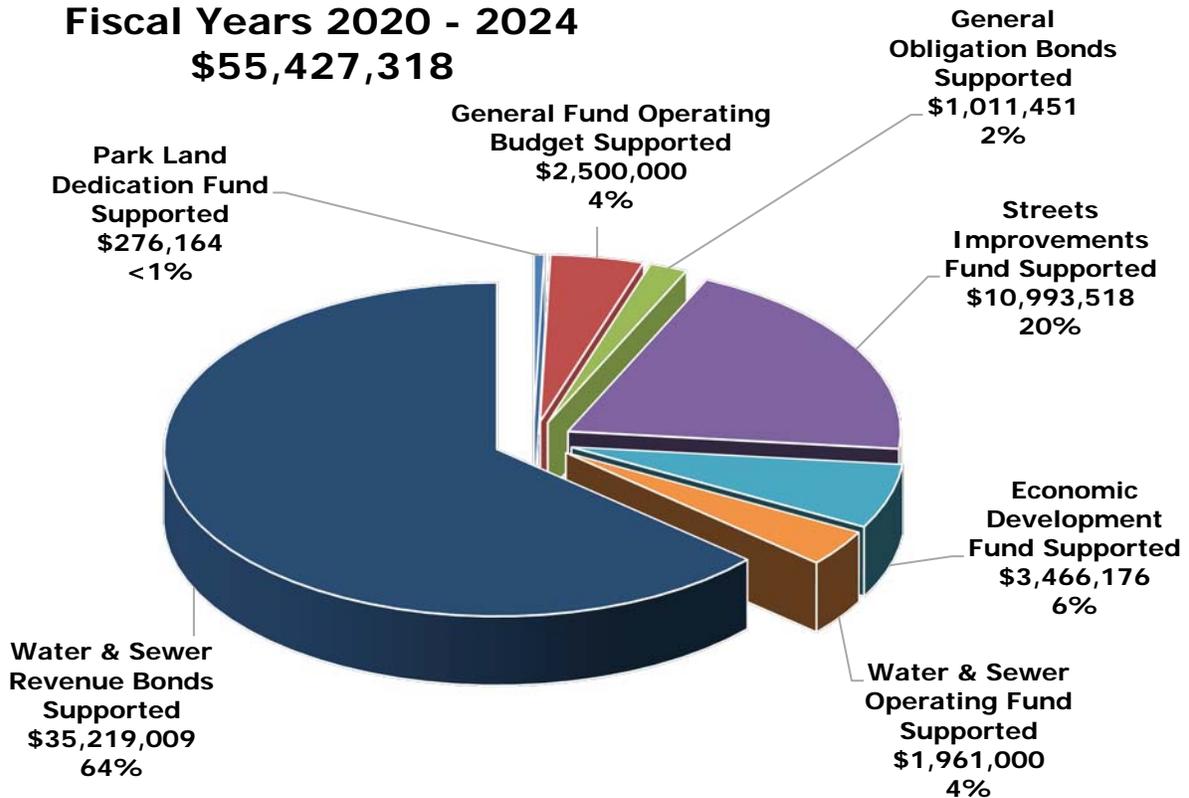
Initial project descriptions are included in this section of the budget. Greater details will be included in future budget documents as projects are included in each year's capital budget.

Street Improvements and Economic Development Improvements Funds

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

The voter-approved sales tax for streets (3/8 cent) will sunset, or expire, in FY 2020. Friendswood voters will have the option to reapprove this sales tax in May 2020.

**Adopted CIP Funding Sources
Fiscal Years 2020 - 2024
\$55,427,318**



Significant Routine and Significant Non-Routine Capital Expenditures

The Water and Sewer Fund capital improvements program includes one significant routine capital expenditure which is the annual sewer line maintenance and cleaning. The adopted budget allots \$300,000 for this ongoing expense. The City’s capital improvements program includes one general fund significant routine capital expenditure which is asphalt and concrete streets improvements program. The amount has varied from year to year dependent upon general operating funding availability. Based on direction from City Council, this year’s adopted budget and future budgets will include approximately \$500,000, for this capital expenditure. The CIP adopted \$500,000 in FY20 and proposed \$500,000 for each fiscal year 2021 through 2024.

The City’s recommended significant non-routine capital expenditures for the next five years of the CIP plan, totaling \$55.4 million, will be detailed in further parts of this section of the budget document. The following tables summarize the CIP plan expenditures by project year and category. Schedules follow which provide proposed project names, accounting project identification numbers (if assigned), budget estimates and operating impact (if any).

Capital Improvement Program

Proposed General Obligations Funds	2020	2021	2022	2023	2024	Total 5 Year Plan
Drainage						
Estimated Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Authorized Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplemental Funds Needed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Facilities & Equipment						
Estimated Cost	\$ 1,553,041	\$ 471,169	\$ 475,881	\$ 480,639	\$ 485,446	\$ 3,466,176
Authorized Funds	\$ 1,553,041	\$ 471,169	\$ 475,881	\$ 480,639	\$ 485,446	\$ 3,466,176
Supplemental Funds Needed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks						
Estimated Cost	\$ 238,035	\$ 42,000	\$ 42,000	\$ 42,000	\$ 42,000	\$ 406,035
Authorized Funds	\$ 238,035	\$ 42,000	\$ 42,000	\$ 42,000	\$ 42,000	\$ 406,035
Supplemental Funds Needed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Streets						
Estimated Cost	\$ 5,573,581	\$ 2,175,085	\$ 2,191,836	\$ 2,208,754	\$ 2,225,842	\$ 14,375,098
Authorized Funds	\$ 5,573,581	\$ 2,175,085	\$ 2,191,836	\$ 2,208,754	\$ 2,225,842	\$ 14,375,098
Supplemental Funds Needed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total G.O. Funds						
Estimated Cost	\$ 7,364,657	\$ 2,688,254	\$ 2,709,717	\$ 2,731,393	\$ 2,753,288	\$ 18,247,309
Authorized Funds	\$ 7,364,657	\$ 2,688,254	\$ 2,709,717	\$ 2,731,393	\$ 2,753,288	\$ 18,247,309
Supplemental Funds Needed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Proposed Utility Funds	2020	2021	2022	2023	2024	Total 5 Year Plan
Sewer Improvements						
Estimated Cost	\$ 10,398,809	\$ 300,000	\$ 400,000	\$ 300,000	\$ 4,472,000	\$ 15,870,809
Authorized Funds	\$ 10,398,809	\$ 300,000	\$ 400,000	\$ 300,000	\$ 4,472,000	\$ 15,870,809
Supplemental Funds Needed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Improvements						
Estimated Cost	\$ 9,292,200	\$ -	\$ 10,284,000	\$ 461,000	\$ 1,272,000	\$ 21,309,200
Authorized Funds	\$ 9,292,200	\$ -	\$ 10,284,000	\$ -	\$ 1,272,000	\$ 20,848,200
Supplemental Funds Needed	\$ -	\$ -	\$ -	\$ 461,000	\$ -	\$ 461,000
Total Utility Funds						
Estimated Cost	\$ 19,691,009	\$ 300,000	\$ 10,684,000	\$ 761,000	\$ 5,744,000	\$ 37,180,009
Authorized Funds	\$ 19,691,009	\$ 300,000	\$ 10,684,000	\$ 300,000	\$ 5,744,000	\$ 36,719,009
Supplemental Funds Needed	\$ -	\$ -	\$ -	\$ 461,000	\$ -	\$ 461,000

**Capital Projects
Project Summary by Fund**

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
General Fund	\$1,511,693	\$500,000	\$3,060,936	\$1,186,174	\$1,974,138	\$500,000
Economic Development Administration Grant Fund	0	0	0	0	0	0
Texas Department of Rural Affairs Grant Fund	0	0	0	0	0	0
Police Investigations Fund	40,792	0	93,295	8,295	93,295	0
Municipal Court Fund	0	0	10,000	10,000	10,000	0
Park Land Dedication Fund	109,114	167,819	190,177	201,069	201,069	108,164
Streets Improvements Fund	0	4,093,608	1,700,000	1,207,197	1,700,000	4,192,001
Economic Development Improvements Fund	0	912,015	41,818	34,529	41,818	1,553,041
General Obligation Construction Funds	951,509	6,367,114	5,046,910	2,883,209	5,035,954	1,011,451
Water and Sewer Fund	418,157	300,000	1,430,744	401,677	1,276,300	300,000
2006 Water and Sewer Construction Fund	0	0	0	0	44,157	0
2009 Water and Sewer Construction Fund	0	0	0	0	346,829	0
2016 Water and Sewer Construction Fund	696,294	2,960,108	3,065,966	131,514	238,172	2,906,809
2018 Water and Sewer Construction Fund	0	0	275,000	0	275,000	16,484,200
1776 Park Trust Fund	7,925	0	0	0	13,852	0
Water and Sewer Funding to be Determined	0	0	0	0	0	0
	\$3,735,483	\$15,300,664	\$14,914,846	\$6,063,663	\$11,250,584	\$27,055,666

Capital Improvement Plan
FY19-20 Budget
General Fund

Project Name	Project Number	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
Asphalt Overlay Program	ST4007	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Brittany Bay Blvd	ST0017	0	0	0	0	0	0	0	0	0	0
Concrete Repairs	ST7001	466,985	500,000	1,102,671	15,873	15,873	500,000	500,000	500,000	500,000	500,000
Friendswood Link Road	ST0018	0	0	0	0	0	0	0	0	0	0
Greenbriar Sidewalk	CSW2019	0	0	161,190	161,190	161,190	0	0	0	0	0
Desilting Project	Desilting18	0	0	696,336	508,168	696,336	0	0	0	0	0
Pavement Master Plan		70,014	0	0	0	0	0	0	0	0	0
Baker Road		0	0	0	0	0	0	0	0	0	0
Whispering Pines		0	0	0	0	0	0	0	0	0	0
STREET PROJECTS		\$536,999	\$500,000	\$1,960,197	\$685,231	\$873,399	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Cowards Creek Drainage	G01020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dickinson Bayou Drainage	DR0003	0	0	0	0	0	0	0	0	0	0
Mud Gully Detention & Conveyance	MUDGULLY	0	0	1,000,000	500,000	1,000,000	0	0	0	0	0
FM 518 (Downtown) Drainage	DR0208	0	0	0	0	0	0	0	0	0	0
DRAINAGE PROJECTS		\$0	\$0	\$1,000,000	\$500,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0
Centennial Park Ph II & III	PK0021	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Field Lighting		0	0	0	0	0	0	0	0	0	0
Stevenson Park Playground Renovation		0	0	0	0	0	0	0	0	0	0
Stevenson Park Tennis & Basketball Courts		0	0	0	0	0	0	0	0	0	0
Stevenson Park Gazebo (ramp & handrailing)		0	0	0	0	0	0	0	0	0	0
Stevenson Park Gazebo (driveway)		0	0	0	0	0	0	0	0	0	0
Stevenson Park Inflatable Water Feature		0	0	0	0	0	0	0	0	0	0
Stevenson Park Pool Replaster		0	0	0	0	0	0	0	0	0	0
Stevenson Park Splash Pad Improvements		0	0	0	0	0	0	0	0	0	0
Stevenson Park Bridge to Old City Park		0	0	0	0	0	0	0	0	0	0
Stevenson Park Sidewalk Pavers		0	0	0	0	0	0	0	0	0	0
Lake Friendswood	PK0095	5,403	0	0	0	0	0	0	0	0	0
Dog Park		0	0	90,050	943	90,050	0	0	0	0	0
1776 Park Boat Ramp Installation		0	0	10,689	0	10,689	0	0	0	0	0
Imperial Estates Dog Training Park		0	0	0	0	0	0	0	0	0	0
Imperial Estates Hike & Bike Trails		0	0	0	0	0	0	0	0	0	0
Parks Improvements (Scenario 1 & Lake Friendswood)	PKSC01	0	0	0	0	0	0	0	0	0	0
Renwick Lighting	PK0061	0	0	0	0	0	0	0	0	0	0
PARKS PROJECTS		\$5,403	\$0	\$100,739	\$943	\$100,739	\$0	\$0	\$0	\$0	\$0
Renovate Parking Lot at Old Fire Station #1		\$51,006	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PSB Awning	FFS000	29,195	0	0	0	0	0	0	0	0	0
Library Expansion Project	FLB001	0	0	0	0	0	0	0	0	0	0
Library Electronic Sign		13,515	0	0	0	0	0	0	0	0	0
City Hall Council Chamber Technology Upgrades		0	0	0	0	0	0	0	0	0	0
City Hall Balcony Repairs		32,147	0	0	0	0	0	0	0	0	0
Senior Activity Building Study		0	0	0	0	0	0	0	0	0	0
City Hall Roofing		0	0	0	0	0	0	0	0	0	0
Public Works Building Renovation		0	0	0	0	0	0	0	0	0	0
Fire Station #1 Demo	8F3422	0	0	0	0	0	0	0	0	0	0
FACILITY PROJECTS		\$125,863	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Works Dump Truck		\$102,652	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Works Message Boards		16,769	0	0	0	0	0	0	0	0	0
Council Chambers Technology Upgrades		108,677	0	0	0	0	0	0	0	0	0
Public Safety Capital Equipment		520,571	0	0	0	0	0	0	0	0	0
City Hall Technology Upgrades		44,789	0	0	0	0	0	0	0	0	0
Police Department - Addition to Fleet		49,972	0	0	0	0	0	0	0	0	0
EQUIPMENT PROJECTS		\$843,429	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GENERAL FUND PROJECTS		\$1,511,693	\$500,000	\$3,060,936	\$1,186,174	\$1,974,138	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000

General Fund (001)
Capital Improvement Projects
Account Listing

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
58-00 Operating Equipment	\$0	\$0	\$0	\$0	\$0	\$0
66-10 Building Renovations	7,414	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	0
81-12 Environmental Testing	0	0	0	0	0	0
81-20 Buildings	0	0	0	0	0	0
81-40 Building Renovations	38,249	0	0	0	0	0
82-30 Parking/Driveways	0	0	0	0	0	0
83-00 Vehicles	0	0	0	0	0	0
84-00 Capital Operating Equipment	108,677	0	0	0	0	0
88-00 Capital Equipment	44,789	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
General Government Total	\$199,128	\$0	\$0	\$0	\$0	\$0
58-00 Operating Equipment <\$5000	\$0	\$0	\$0	\$0	\$0	\$0
66-00 Facility Maintenance	0	0	0	0	0	0
74-00 Operating Services	0	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	0
81-20 Buildings	41,476	0	0	0	0	0
82-30 Parking/Driveways/Sidewalks	9,530	0	0	0	0	0
83-00 Vehicles	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	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
88-00 Capital Equipment	570,542	0	0	0	0	0
Public Safety Total	\$621,548	\$0	\$0	\$0	\$0	\$0
65-10 Street Maintenance	\$0	\$0	\$696,336	\$508,168	\$696,336	\$0
71-30 Engineering Services	0	0	0	0	0	0
78-00 Contract Services	70,014	0	0	0	0	0
81-11 Easements And Row	0	0	0	0	0	0
83-00 Vehicles	0	0	0	0	0	0
84-00 Capital Operating Equipment	16,769	0	0	0	0	0
85-10 Street & Sidewalk Improv	0	0	0	0	0	0
85-11 Concrete Streets	0	0	0	0	0	0
85-12 Asphalt Streets	466,985	500,000	1,102,671	15,872	15,872	500,000
85-21 Sidewalks	0	0	161,190	161,190	161,190	0
85-30 Drainage Improvements	0	0	1,000,000	500,000	1,000,000	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Construction Testing	0	0	0	0	0	0
88-00 Capital Equipment	102,652	0	0	0	0	0
Public Works Total	\$656,420	\$500,000	\$2,960,197	\$1,185,230	\$1,873,399	\$500,000
58-00 Operating Equipment < \$5000	\$0	\$0	\$0	\$0	\$0	\$0
65-61 Swimming Pool Maintenance	0	0	0	0	0	0
65-64 Park Trail/Sidewalk Maintenance	0	0	0	0	0	0
81-20 Buildings	0	0	0	0	0	0
81-40 Building Renovations	0	0	0	0	0	0
82-30 Other Property Imprvmnts/Parking	0	0	0	0	0	0
84-00 Capital Operating Equipment	29,195	0	0	0	0	0
85-60 Parks Improvements	0	0	100,739	943	100,739	0
85-82 Design Engineering	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	5,403	0	0	0	0	0
Culture & Recreation Total	\$34,598	\$0	\$100,739	\$943	\$100,739	\$0
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-12 Environmental Assess	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
81-15 Storm Water Detention	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
Financial Admin Total	\$0	\$0	\$0	\$0	\$0	\$0
GENERAL FUND PROJECTS	\$1,511,693	\$500,000	\$3,060,936	\$1,186,174	\$1,974,138	\$500,000

**Capital Improvement Plan
FY19-20 Budget
Proposed General Obligation Projects**

Project Name	Project Number	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
Projects to be determined (FY14)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Shadowbend (FM 518 to Woodlawn)	GO1510		0	0	0	0	0	0	0	0	0
Woodlawn (FM 2351 to Shadowbend)	GO1516	52,442	0	0	0	0	0	0	0	0	0
Townes Road (Lucian to Crofter Glen)	GO1511	0	0	0	0	0	0	0	0	0	0
Mary Ann (FM 518 to Christina)	GO1509	0	0	0	0	0	0	0	0	0	0
Blackhawk Boulevard	GO1515	728,346	5,353,316	3,900,732	1,811,400	3,890,166	881,580	0	0	0	0
Winding Road (Melody to Riverside)	GO1512	0	0	0	0	0	0	0	0	0	0
Friendswood Link Road	ST0018	0	0	0	0	0	0	0	0	0	0
Oak Vista Drive		0	0	0	0	0	0	0	0	0	0
Wandering Trail		0	0	0	0	0	0	0	0	0	0
Other Street Improvements (as needed)		0	0	0	0	0	0	0	0	0	0
STREET PROJECTS		\$780,788	\$5,353,316	\$3,900,732	\$1,811,400	\$3,890,166	\$881,580	\$0	\$0	\$0	\$0
Annalea Whitehall Drain Phase II - IV		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Clover Acres Drainage	DR0205	0	0	0	0	0	0	0	0	0	0
Coward Creek Watershed	G00120	0	0	0	0	0	0	0	0	0	0
Glennshannon Drainage	DR0204	0	0	0	0	0	0	0	0	0	0
Mission Estates Outfall		0	0	0	0	0	0	0	0	0	0
Praire Wilde Drainage	DR0207	0	0	0	0	0	0	0	0	0	0
Sun Meadow Drainage Phase II - V		0	0	0	0	0	0	0	0	0	0
W. Edgewood (FM 2351) Drainage Outfall Wegner Ditch		0	0	0	0	0	0	0	0	0	0
Woodlawn Drainage	DR0202	0	0	0	0	0	0	0	0	0	0
Library Expansion Project-Drawings		0	0	0	0	0	0	0	0	0	0
Baker Road Detention		0	0	0	0	0	0	0	0	0	0
Shadowbend Drainage Phase II		0	0	0	0	0	0	0	0	0	0
Shadowbend Drainage Phase III		0	0	0	0	0	0	0	0	0	0
Melody Lane Drainage		0	0	0	0	0	0	0	0	0	0
FM 518 Drainage Improvements		0	0	0	0	0	0	0	0	0	0
Mud Gully Detention & Conveyance		0	0	0	0	0	0	0	0	0	0
Southern Panhandle Reg. Detention		0	0	0	0	0	0	0	0	0	0
Northern Panhandle Reg. Detention		0	0	0	0	0	0	0	0	0	0
DRAINAGE PROJECTS		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Ph II & III	PK0021	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stevenson Park Improvements		0	650,000	632,171	595,012	632,171	0	0	0	0	0
Centennial Park Basketball Pavilion	GO1504	257	0	0	0	0	0	0	0	0	0
Lake Friendswood Improvements	GO15067	3,000	0	0	0	0	0	0	0	0	0
1776 Park, Imperial Estates Improvements		0	0	0	0	0	0	0	0	0	0
Expansion of Existing Parks		0	0	0	0	0	0	0	0	0	0
Friendswood Sports Park Improvements	GO1507	0	0	0	0	0	0	0	0	0	0
Brick Pavers for Downtown	PAVERS	350	0	0	0	0	0	0	0	0	0
Old City Park		103,530	363,798	512,727	475,518	512,338	129,871	0	0	0	0
PARKS PROJECTS		\$107,137	\$1,013,798	\$1,144,898	\$1,070,529	\$1,144,509	\$129,871	\$0	\$0	\$0	\$0
Fire Station #4 Expansion	FFS000	\$53,246	\$0	\$1,279	\$502	\$502	\$0	\$0	\$0	\$0	\$0
New Fire Station Construction at PSB	GO1502	10,338	0	0	777	\$777	0	0	0	0	0
Public Safety Bldg Ph I	FPS001	0	0	0	0	\$0	0	0	0	0	0
Animal Control Building	779827	0	0	0	0	\$0	0	0	0	0	0
Library Expansion	FLB001	0	0	0	0	\$0	0	0	0	0	0
City Hall Parking Lot Expansion	PKLOT	0	0	0	0	\$0	0	0	0	0	0
Civic Center		0	0	0	0	\$0	0	0	0	0	0
Records Retention Center		0	0	0	0	\$0	0	0	0	0	0
FACILITY PROJECTS		\$63,584	\$0	\$1,279	\$1,279	\$1,279	\$0	\$0	\$0	\$0	\$0
GENERAL OBLIGATION FUND PROJECTS		\$951,509	\$6,367,114	\$5,046,910	\$2,883,209	\$5,035,954	\$1,011,451	\$0	\$0	\$0	\$0

Source for Future Years: The Capital Improvement Program Manual

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

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
81-20 Buildings	\$0	\$0	\$0	\$0	\$0	\$0
85-83 Architectural Services	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
General Government Total	\$0	\$0	\$0	\$0	\$0	\$0
85-82 Design Engineering	\$2,267	\$0	\$1,279	\$1,279	\$1,279	\$0
85-83 Architectural Services	0	0	0	0	0	0
85-91 Construction (Contracted)	61,317	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
Public Safety Total	\$63,584	\$0	\$1,279	\$1,279	\$1,279	\$0
85-10 Street & Sidewalk Improv	\$7,913	\$0	\$0	\$0	\$0	\$0
85-11 Concrete Streets	487,041	0	3,667,873	1,717,185	3,667,873	0
85-12 Asphalt Streets	0	0	0	0	0	0
85-19 Other Street Improvements	1,951	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	231,690	0	134,784	48,911	134,703	0
85-84 Constr Administration	0	0	0	0	0	0
85-90 CIP Contingency	0	0	10,486	0	0	0
85-91 Construction (Contracted)	39,012	5,353,316	3,565	3,565	3,565	881,580
85-96 Surveying	0	0	0	0	0	0
85-97 Construction Testing	13,182	0	72,265	29,979	72,265	0
85-98 Misc Construction Costs	0	0	11,760	11,760	11,760	0
Public Works Total	\$780,788	\$5,353,316	\$3,900,732	\$1,811,400	\$3,890,166	\$881,580
58-00 Operating Equipment < \$5000	\$0	\$0	\$0	\$7,330	\$7,330	\$0
78-30 Rental	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
82-20 Lighting	0	0	0	0	0	0
82-30 Parking/Driveways/Sidewalks	39,516	0	137,727	137,738	137,738	0
82-40 Fence	0	0	27,236	0	27,236	0
85-60 Parks Improvements	259	0	0	0	0	0
85-65 Restrooms	0	0	878,314	844,761	878,314	0
85-82 Design Engineering	0	0	0	1,500	1,500	0
85-85 Construction Inspection	0	0	0	0	0	0
85-90 CIP Contingency	0	0	17,456	0	0	0
85-91 Construction (Contracted)	64,362	1,013,798	0	8,227	8,227	129,871
85-92 Materials (In-House)	0	0	5,261	1,843	5,261	0
85-96 Surveying	3,000	0	3,500	2,000	3,500	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	70,032	67,130	70,031	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	0	5,372	0	5,372	0
Culture & Recreation Total	\$107,137	\$1,013,798	\$1,144,898	\$1,070,530	\$1,144,510	\$129,871
GENERAL OBLIGATION BOND FUND PROJECTS	\$951,509	\$6,367,114	\$5,046,910	\$2,883,209	\$5,035,954	\$1,011,451

Capital Improvement Plan
 FY19-20 Budget
 Police Investigations Funds
 Funds 101, 102 and 103

Project Name	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
Public Safety Capital Equipment	\$40,792	\$0	\$93,295	\$8,295	\$93,295	\$0	\$0	\$0	\$0	\$0
POLICE CAPITAL EQUIPMENT PROJECTS	\$40,792	\$0	\$93,295	\$8,295	\$93,295	\$0	\$0	\$0	\$0	\$0
POLICE INVESTIGATIONS FUND PROJECTS	\$40,792	\$0	\$93,295	\$8,295	\$93,295	\$0	\$0	\$0	\$0	\$0

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

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
84-00 Capital Operating Equipment	\$0	\$0	\$0	\$0	\$0	\$0
88-00 Capital Equipment	40,792	0	93,295	8,295	93,295	0
Police Capital Equipment Projects Total	\$40,792	\$0	\$93,295	\$8,295	\$93,295	\$0
POLICE INVESTIAGTION FUND PROJECTS	\$40,792	\$0	\$93,295	\$8,295	\$93,295	\$0

Capital Improvement Plan
 FY19-20 Budget
 Municipal Court Fund
 Fund 150

Project Name	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
Security Cameras	\$0	\$0	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
Security Projects	0	0	0	0	0	0	0	0	0	0
BUILDING SECURITY	\$0	\$0	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
Technology Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	\$0
COURT TECHNOLOGY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MUNICIPAL COURT FUND PROJECTS	\$0	\$0	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0

Municipal Court Fund (150)
 Capital Improvement Projects
 Account Listing

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
78-00 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
88-00 Capital Equipment	0	0	10,000	10,000	10,000	0
Public Works Total	\$0	\$0	\$10,000	\$10,000	\$10,000	\$0
MUNICIPAL COURT FUND PROJECTS	\$0	\$0	\$10,000	\$10,000	\$10,000	\$0

Capital Improvement Plan
 FY19-20 Budget
 Park Land Dedication Fund
 Fund 164

Project Name	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
City Park Improvements	\$0	\$167,819	\$9,283	\$7,085	\$7,085	\$108,164	\$42,000	\$42,000	\$42,000	\$42,000
Park Improvements & Lake Friendswood	5,494	0	0	0	0	0	0	0	0	0
Park Land Purchase	28,822	0	0	0	0	0	0	0	0	0
Old City Park Restrooms & Pavilion	17,649	0	180,895	193,984	193,984	0	0	0	0	0
Old City Park Improvements	50,260	0	0	0	0	0	0	0	0	0
Stevenson Park Improvements	6,888	0	0	0	0	0	0	0	0	0
PARKS & RECREATION PROJECTS	\$109,114	\$167,819	\$190,177	\$201,069	\$201,069	\$108,164	\$42,000	\$42,000	\$42,000	\$42,000
PARK LAND DEDICATION FUND PROJECTS	\$109,114	\$167,819	\$190,177	\$201,069	\$201,069	\$108,164	\$42,000	\$42,000	\$42,000	\$42,000

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

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
58-00 Operating Equipment	\$5,494	\$0	\$0	\$0	\$0	\$0
82-20 Lighting	21,911	0	0	0	0	0
82-30 Parking/Driveways/Sidewalk	0	0	180,895	193,984	193,984	0
81-10 Land	28,822	0	0	0	0	0
82-30 Easements And Row	35,237	0	0	0	0	0
85-60 Park Improvements	17,649	167,819	9,283	7,085	7,085	108,164
88-00 Capital Equipment	0	0	0	0	0	0
Parks & Recreation Total	\$109,114	\$167,819	\$190,177	\$201,069	\$201,069	\$108,164
PARK LAND DEDICATION FUND PROJECTS	\$109,114	\$167,819	\$190,177	\$201,069	\$201,069	\$108,164

Capital Improvement Plan
 FY19-20 Budget
 Street Improvements Fund
 Fund 170

Project Name	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
Street Improvements	\$0	\$4,093,608	\$1,700,000	\$1,207,197	\$1,700,000	\$4,192,001	\$1,675,085	\$1,691,836	\$1,708,754	\$1,725,842
STREET IMPROVEMENTS PROJECTS	\$0	\$4,093,608	\$1,700,000	\$1,207,197	\$1,700,000	\$4,192,001	\$1,675,085	\$1,691,836	\$1,708,754	\$1,725,842
STREET IMPROVEMENTS FUND PROJECTS	\$0	\$4,093,608	\$1,700,000	\$1,207,197	\$1,700,000	\$4,192,001	\$1,675,085	\$1,691,836	\$1,708,754	\$1,725,842

Street Improvements Fund (170)
 Capital Improvement Projects
 Account Listing

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
85-12 Asphalt Streets	\$0	\$4,093,608	\$1,700,000	\$1,207,197	\$1,700,000	\$4,192,001
Street Improvements Total	\$0	\$4,093,608	\$1,700,000	\$1,207,197	\$1,700,000	\$4,192,001
STREET IMPROVEMENTS FUND PROJECTS	\$0	\$4,093,608	\$1,700,000	\$1,207,197	\$1,700,000	\$4,192,001

Capital Improvement Plan
 FY19-20 Budget
 Economic Development Improvements Fund
 Fund 175

Project Name	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
Economic Development Improvements	\$0	\$912,015	\$41,818	\$34,529	\$41,818	\$1,553,041	\$471,169	\$475,881	\$480,639	\$485,446
ECONOMIC DEVELOPMENT IMPROVEMENTS PROJECTS	\$0	\$912,015	\$41,818	\$34,529	\$41,818	\$1,553,041	\$471,169	\$475,881	\$480,639	\$485,446
ECONOMIC DEVELOPMENT IMPROVEMENTS FUND PROJECTS	\$0	\$912,015	\$41,818	\$34,529	\$41,818	\$1,553,041	\$471,169	\$475,881	\$480,639	\$485,446

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

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
85-91 Construction (Contracted)	\$0	\$912,015	\$41,818	\$34,529	\$41,818	\$1,553,041
Economic Development Improvements Total	\$0	\$912,015	\$41,818	\$34,529	\$41,818	\$1,553,041
ECONOMIC DEVELOPMENT IMPROVEMENTS FUND PROJECTS	\$0	\$912,015	\$41,818	\$34,529	\$41,818	\$1,553,041

Capital Improvement Plan
 FY19 -20 Budget
 Water and Sewer Fund
 Fund 401

Project Name	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
COH Raw Water System Buy-In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
42" Water Main Replacement	0	0	0	0	0	0	0	0	0	0
Water Plant #1 Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #2 Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #3 Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #4 Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #7 Rehab	0	0	0	0	0	0	0	0	0	0
Mandale Rd. Waterline Extension	0	0	0	0	0	0	0	0	0	0
Waterlines-Blkhwk/Oak Vista/Wand'g Trl	50,565	0	375,408	335,338	375,408	0	0	0	0	0
Waterlines- Frwd Link/Whispering Pines	0	0	0	0	0	0	0	0	0	0
Utility Impact Fee Update Study	0	0	0	0	0	0	0	0	0	0
Surface Water Station #2	0	0	59,300	0	59,290	0	0	0	0	0
Central 16" Interconnect	0	0	0	0	0	0	0	0	0	0
West Water Interconnect	0	0	0	0	0	0	0	0	0	0
DISTRIBUTION PROJECTS	\$50,565	\$0	\$434,708	\$335,338	\$434,698	\$0	\$0	\$0	\$0	\$0
Sewer Line Maint & Cleaning	\$240,316	\$300,000	\$793,758	\$66,339	\$793,758	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Sewer Line PSB	0	0	0	0	0	0	0	0	0	0
Utility Master Plan	0	0	0	0	0	0	0	0	0	0
Sewer Line System Assessment	0	0	0	0	0	0	0	0	0	0
Software Support Services (GIS)	0	0	0	0	0	0	0	0	0	0
Blackhawk WWTP Rehab	70,356	0	202,278	0	47,834	0	0	0	0	0
Stadium Lane Parking Sewer Line	0	0	0	0	0	0	0	0	0	0
Blackhawk Blvd Phase II	0	0	0	0	0	0	0	0	0	0
Eagle Lake Lift Station Improvement	0	0	0	0	0	0	0	0	0	0
Lift Station #18 Replacement	38,920	0	0	0	0	0	0	0	0	0
Lift Station Structural Platform Design	18,000	0	0	0	0	0	0	0	0	0
San Joaquin Lift Station Improvements	0	0	0	0	0	0	0	0	0	0
Public works Building Renovations	0	0	0	0	0	0	0	0	0	0
Public Works Capital Operating Equipment	0	0	0	0	0	0	0	0	0	0
COLLECTION PROJECTS	\$367,592	\$300,000	\$996,036	\$66,339	\$841,592	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
WATER & SEWER FUND PROJECTS	\$418,157	\$300,000	\$1,430,744	\$401,677	\$1,276,290	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000

Source for Future Years: The Capital Improvement Program Manual

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

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY189 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
54-76 Water Meters-Repl Program	\$0	\$0	\$0	\$0	\$0	\$0
54-78 Fire Hydrant Program	0	0	0	0	0	0
66-10 Building Renovations	0	0	0	0	0	0
82-30 Parking/Driveways/Sidewalks	0	0	59,300	0	59,300	0
83-00 Vehicles	0	0	0	0	0	0
84-00 Capital Operating Equip	0	0	0	0	0	0
85-41 Distribution Lines	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
85-85 Construction Inspection	0	0	0	0	0	0
85-91 Construction (Contracted)	50,565	0	375,408	335,338	375,408	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	0
Water (Distribution System)	\$50,565	\$0	\$434,708	\$335,338	\$434,708	\$0
65-51 Collection Line Maintenance	\$240,316	\$300,000	\$793,758	\$66,339	\$793,758	\$300,000
66-10 Building Renovations	0	0	0	0	0	0
78-00 Engineering Services	18,000	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
85-82 Design Engineering	70,356	0	202,278	0	47,834	0
85-91 Construction (Contracted)	38,920	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
Sewer (Collection System)	\$367,592	\$300,000	\$996,036	\$66,339	\$841,592	\$300,000
WATER & SEWER PROJECTS	\$418,157	\$300,000	\$1,430,744	\$401,677	\$1,276,300	\$300,000

**Capital Improvement Plan
FY19-20 Budget
Water and Sewer Bonds Projects**

Project Name	Project Number	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
Surface Water Station #3	UW0007	\$0	\$0	\$0	\$0	\$0	\$4,600,000	\$0	\$0	\$0	\$0
Blackhawk Waterline	UW0012	0	0	0	0	0	0	0	0	0	0
Water Plant #1 Rehabilitation		0	0	0	0	0	1,207,000	0	0	0	0
Water Plant #2 Rehabilitation	UW0017	0	0	0	0	346,829	0	0	0	0	0
Water Plant #3 Rehabilitation		0	0	0	0	0	0	0	0	0	636,000
Water Plant #4 Rehabilitation		0	0	0	0	0	0	0	0	0	636,000
Water Plant #5 Rehabilitation	UW0018	0	0	0	0	0	0	0	0	0	0
Water Plant #6 Rehabilitation	UW0019	0	0	0	0	0	0	0	0	0	0
Water Plant #7 Rehabilitation	UW0026	0	0	0	0	0	0	0	0	0	0
Deepwood Force Main	US0007	0	0	0	0	0	0	0	0	0	0
Beamer Road Water Line	UW0032	0	0	0	0	0	0	0	0	0	0
42" Water Main Replacement		0	0	0	0	0	2,531,200	0	0	0	0
COH Raw Water System Buy-In	UW0510	0	0	0	0	0	0	0	0	0	0
Second Take Point Phase II	UW0521	0	0	0	0	0	0	0	0	0	0
COH Raw Water System Buy-In		0	0	0	0	0	0	0	10,284,000	0	0
Second Elevated Water Storage Tank Rehab		0	0	0	0	0	954,000	0	0	0	0
DISTRIBUTION PROJECTS		\$0	\$0	\$0	\$0	\$346,829	\$9,292,200	\$0	\$10,284,000	\$0	\$1,272,000
Combine Lift Stations 1 & 17		\$0	\$0	\$0	\$0	\$0	\$1,594,000	\$0	\$0	\$0	\$0
Sanitary Sewer Assessment Phase IV		0	0	0	0	0	1,464,000	0	0	0	0
Sanitary Sewer Assessment Phase V & VI		0	0	275,000	0	275,000	0	0	0	0	0
Sanitary Sewer Assessment Phase VII		0	0	0	0	0	0	0	100,000	0	0
Sanitary Sewer Assessment Phase VIII		0	0	0	0	0	0	0	0	0	1,800,000
Sanitary Sewer Plant Additional Capacity		0	0	0	0	0	0	0	0	0	1,000,000
Blackhawk WWTP Rehab		616,847	2,960,108	1,394,973	2,468	73,336	1,403,957	0	0	0	0
Lift Station #2 Rehabilitation		0	0	0	0	0	0	0	0	0	0
Lift Station #4 Rehabilitation		0	0	0	0	0	1,594,000	0	0	0	0
Lift Station #22 Rehabilitation		0	0	0	0	0	0	0	0	0	1,372,000
Lift Station #23 Replacement/Rehabilitation	LS023	79,447	0	1,670,993	129,046	208,993	4,042,852	0	0	0	0
COLLECTION SYSTEM PROJECTS		\$696,294	\$2,960,108	\$3,340,966	\$131,514	\$557,329	\$10,098,809	\$0	\$100,000	\$0	\$4,172,000
WATER & SEWER BONDS FUND PROJECTS		\$696,294	\$2,960,108	\$3,340,966	\$131,514	\$904,158	\$19,391,009	\$0	\$10,384,000	\$0	\$5,444,000

Source for Future Years: The Capital Improvement Program Manual

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

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

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
85-91 Construction (Contracted)	0	0	0	0	0	0
WATER (DISTRIBUTION SYSTEM)	\$0	\$0	\$0	\$0	\$0	\$0
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
85-82 Design Engineering	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	44,157	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
SEWER (COLLECTION SYSTEM)	\$0	\$0	\$0	\$0	\$44,157	\$0
2006 W/S BOND PROJECTS	\$0	\$0	\$0	\$0	\$44,157	\$0

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

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
81-11 Water Rights	\$0	\$0	\$0	\$0	\$0	\$0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	346,829	0
WATER (DISTRIBUTION SYSTEM)	\$0	\$0	\$0	\$0	\$346,829	\$0
81-11 Easements And Row	\$0	\$0	\$0	\$0	\$0	\$0
85-91 Construction (Contracted)	0	0	0	0	0	0
SEWER (COLLECTION SYSTEM)	\$0	\$0	\$0	\$0	\$0	\$0
2009 W/S BOND PROJECTS	\$0	\$0	\$0	\$0	\$346,829	\$0

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

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Water Rights	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
85-41 Distribution Lines	0	0	0	0	0	0
85-43 Water Purification Plants	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Water (Distribution System)	\$0	\$0	\$0	\$0	\$0	\$0
81-10 Land	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Easements And Row	0	0	0	0	0	0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-52 Lift Station Improvemt	0	0	130,700	50,753	130,700	0
85-81 Preliminary Engineering	79,447	0	78,293	78,293	78,293	0
85-82 Design Engineering	0	0	0	0	0	0
85-91 Construction (Contracted)	616,847	2,960,108	29,179	2,468	29,179	2,906,809
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
88-00 Capital Equipment	0	0	2,827,794	0	0	0
Sewer (Collection System)	\$696,294	\$2,960,108	\$3,065,966	\$131,514	\$238,172	\$2,906,809
2016 W/S BOND PROJECTS	\$696,294	\$2,960,108	\$3,065,966	\$131,514	\$238,172	\$2,906,809

**2018 Water and Sewer Bond Construction Fund (421)
Capital Improvement Projects
Account Listing**

	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 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	0	0	0	0	0
85-43 Water Purification Plants	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	9,292,200
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)	\$0	\$0	\$0	\$0	\$0	\$9,292,200
81-11 Easements And Row	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-52 Lift Station Improvemt	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	275,000	0	275,000	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	7,192,000
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
SEWER (COLLECTION SYSTEM)	\$0	\$0	\$275,000	\$0	\$275,000	\$7,192,000
2018 W/S BOND PROJECTS	\$0	\$0	\$275,000	\$0	\$275,000	\$16,484,200
TOTAL W/S BONDS FUND PROJECTS	\$696,294	\$2,960,108	\$3,340,966	\$131,514	\$513,172	\$19,391,009

**Capital Improvement Plan
FY19-20 Budget
Water and Sewer Fund
(Funding to be Determined)**

Project Name	FY18 Actual	FY19 Original Budget	FY19 Amended Budget	FY19 YTD 6/30/19	FY19 Year End Estimate	FY20 Adopted Budget	FY21 Proposed Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget
42" Water Main Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Plant #1 Tank Rehabilitation	0	0	0	0	0	0	0	0	0	0
Elevated Storage Tank #2	0	0	0	0	0	0	0	0	0	0
East FM 528 Water Line	0	0	0	0	0	0	0	0	0	0
Public Works Building	0	0	0	0	0	0	0	0	0	0
Surface Water Station #3	0	0	0	0	0	0	0	0	0	0
West Water Interconnect	0	0	0	0	0	0	0	0	461,000	0
Surface Water One Reservoir Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #3 Tank Rehab	0	0	0	0	0	0	0	0	0	0
Water Plant #4 Tank Rehab	0	0	0	0	0	0	0	0	0	0
Western Loop 16" Waterline	0	0	0	0	0	0	0	0	0	0
Automated Meters	0	0	0	0	0	0	0	0	0	0
Surface Water Purchase (COH)	0	0	0	0	0	0	0	0	0	0
DISTRIBUTION PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$461,000	\$0
Baker Road, Falling Leaf, Stable - Sewer	0	0	0	0	0	0	0	0	0	0
Lift Station #4 Replacement	0	0	0	0	0	0	0	0	0	0
Lift Station #22 Replacement	0	0	0	0	0	0	0	0	0	0
Lift Station #23 Replacement	0	0	0	0	0	0	0	0	0	0
Lift Station Addition (based on need)	0	0	0	0	0	0	0	0	0	0
Sanitary Sewer System Assessment	0	0	0	0	0	0	0	0	0	0
Sanitary Sewer Plant Additional Capacity	0	0	0	0	0	0	0	0	0	0
Stadium Lane Parking Sewer Line	0	0	0	0	0	0	0	0	0	0
Eagle Lake Lift Station Improvement	0	0	0	0	0	0	0	0	0	0
Blackhawk WWTP 3rd Clarifier	0	0	0	0	0	0	0	0	0	0
Blackhawk WWTP Existing Clarifiers Rehab (53% share)	0	0	0	0	0	0	0	0	0	0
Public Works Building Replacement	0	0	0	0	0	0	0	0	0	0
San Joaquin Lift Station Improvements	0	0	0	0	0	0	0	0	0	0
COLLECTION PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
WATER & SEWER PROJECTS (FUNDING TBD)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$461,000	\$0

Source for Future Years: The Capital Improvement Program Manual

**SIGNIFICANT NON-RECURRING
GENERAL OBLIGATION PROJECTS
(Planned for FY20 – FY24)**

Capital Improvement Program

Project Name: Mud Gully Detention and Conveyance



Project Type: Drainage
 Subtype: Construction
 Completion Year: 2020
 Total Budget: \$1,000,000
 Funding Source: Unassigned General Fund Reserves

Description

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

Justification

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

Operating Impact

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

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



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

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



Project Type: Thoroughfare
 Subtype: Construction
 Completion Year: 2018-2020
 Total Budget: \$6,464,476
 Funding Source: General Obligation Bonds (authorized 11/13)

Description

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

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

Justification

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

Operating Impact

Annual estimated street maintenance cost is \$3,761 per mile. This project consists of 2.84 total miles. Upon completion, this project's annual maintenance cost would be approximately \$10,680.

Capital Improvement Program

Project Name: 1776 Park Improvements



Project Type:	Park Facilities
Subtype:	Construction
Completion Year:	TBD
Total Budget:	\$430,000
Funding Source:	Not yet determined

Description

In an effort to upgrade area parks, and make them more usable to the residents, there are different items being used around the City to enhance existing Parks. Next door to 1776 Park in the Imperial Estates is a new Frisbee Golf Course. This project will add a Kayak

Launch, and 6' wide trails to the existing amenities at this park.

Justification

The demand for versatile Parks for all ages and all types of activities require the City to add and enhance the existing City fields.

Council Goal

#6 Maintain High Level of Public Service

Project Name: Old City Park



Project Type:	Parks
Subtype:	Construction
Completion Year:	2020
Total Budget:	\$1,102,000
Funding Source:	Voter Approved 2013 Park Bonds

Description

The proposed plan has identified the requirement to renovate and update Old City Park. The park has been connected to Stevenson Park via a footbridge. Additional amenities include a dog park, 10' wide

sidewalk, paved parking for 45 vehicles, new entry road from Briar Meadow and Merriewood, new picnic pavilion, new restroom building, playground equipment, and improved drainage throughout the site.

Justification

Since 1993, the Parks and Recreation Board have recommended the connection of Old City Park and Stevenson Park via a footbridge. Once connected, additional parking for special events such as the annual Fourth of July Celebration, Concerts-In-The-Parks, the Halloween Festival, and the Car Show can be accommodated. During the spring and summer soccer seasons, the existing gravel entry road generates extensive amounts of dust and debris that settle on nearby resident's homes and vehicles. Paving the entry way and providing paved parking at the site will resolve this issue and will create a safe environment.

Council Goal

#14 Develop Additional Parks

Capital Improvement Program

Project Name: Wegner Ditch – Tributary II

Project Type: Drainage

Subtype: Construction

Completion Year: TBD

Total Budget: TBD

Funding Source: Grant + Cost Share

Description

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

Sunset Drive. The outfall facility would extend from F.M. 2351 all the way to Cowards Creek, for a distance of 3300 feet.

Justification

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

Council Goal

#5 Improve Drainage

*The Galveston County Consolidated Drainage District is currently constructing this project through a grant with CDBG. The City's cost share was in the amount of \$75,000 for Engineering and Surveying, which was paid in FY 2010

**SIGNIFICANT NON-RECURRING
UTILITY SERVICES PROJECTS
(Planned for FY20 – FY24)**

Capital Improvement Program

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



Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: 2016 - 2018

Total Budget: \$3,999,530

Funding Source: 2016 W&S Revenue Bonds

Description

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

Justification

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

Operating Impact

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

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



Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: 2020

Total Budget: \$4,042,852

Funding Source: 2016 W&S Revenue Bonds

Description

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

Justification

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

Operating Impact

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

Capital Improvement Program

Project Name: Lift Station #4 Replacement

Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: TBD

Total Budget: \$1,594,000

Funding Source: Not yet identified

Description

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

Justification

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

Operating Impact

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

Project Name: Lift Station #1 & #17 Combination/Reconstruction

Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: TBD

Total Budget: \$1,594,000

Funding Source: Not yet identified

Description

Complete reconstruction of the Lift Station #17 facilities would include wet well, pumps and controls. The reuse of existing generator is possible. The new installation would replace a facility over 30 years old and in deteriorating condition. In general terms, the project would have within its definition the installation of three submersible sewage pumps of the 15 to 20 HP range, controls and associated instrumentation should be in stainless enclosures and placed above the flood level. A new fence should also

be included in this project. The current 480 Volt, 3 Phase 150 amp service and natural gas for the generator is existent at this site.

Justification

This lift station serves the Wedgewood area bordered by Clear Creek to the west, Blackhawk Boulevard to the east, F.M. 2351 to the north, and Shady Oaks Drive to the south. The facility also receives sewage from lift station number 37 located at our surface water station number 2 plant. It is in terms of flow, within the 10 largest lift station facilities in the city.

Operating Impact

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

Capital Improvement Program

Project Name: Sanitary Sewer Assessment (Phases IV)

Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: 2020-2021

Total Budget: \$1,464,000

Funding Source: 2018 Series W/S Bond

Description

Basins Eight and Eighteen was part of the original group of areas experiencing the greatest inflow and infiltration. Basins Eight and Eighteen consist of approximately 75,029 linear feet of gravity sanitary sewer lines and 179 manholes. Basin Eight encompasses the western portion of FM 2351 (Coward Creek subdivision) from Sunset to Hackney and from Falling Leaf to the city limits across from FM 2351. Basin Eighteen encompasses the eastern most portion of the city along Bay Area Boulevard. The subdivisions of Friendswood Oaks and Terra Bella primary areas.

Justification

As part of the Sanitary Sewer System Assessment Phase I an overall master plan was developed to further investigate specific basins based on the original flow monitoring data.

Phase IV will be the construction of the design plans from Phase III.

Operating Impact

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

Project Name: Lift Station #22 Reconstruction

Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: 2024-2025

Total Budget: \$1,372,000

Funding Source: 2018 Series W/S Bond

Description

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

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

Operating Impact

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

Capital Improvement Program

Project Name: Second Elevated Water Storage Tank Rehabilitation



Project Type:	Utility
Subtype:	Water Plant Improvements
Completion Year:	2020-2021
Total Budget:	\$954,000
Funding Source:	2018 Series W/S Bond

Description

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

Justification

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

Operating Impact

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

Project Name: Water Plant #3 Tank Rehabilitation

Project Type:	Utility
Subtype:	Water Distribution Improvements
Completion Year:	2024-2025
Total Budget:	\$636,000
Funding Source:	2018 Series W/S Bond

Description

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

Justification

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

Operating Impact

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

Capital Improvement Program

Project Name: 42 Inch Water Main Replacement



Project Type: Utility
Subtype: Water Distribution Improvements
Completion Year: TBD
Budget: \$12,656,000
Funding Source: \$2,531,000 of \$12,656,000 funded by 2018 Series W/S Bond

Description

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

allocation from the 36-inch line on Beamer. Replacement and movement of the 42-inch line to a location outside of the Highway 3 ROW is planned for completion by 2015 in order for Texas Department of Transportation (TxDOT) project to proceed on schedule.

Justification

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

Operating Impact

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

Capital Improvement Program

Project Name: Water Plant #4 Tank Rehabilitation

Project Type: Utility
Subtype: Water Distribution Improvements

Completion Year: 2024-2025

Total Budget: \$636,000

Funding Source: 2018 Series W/S Bond

Description

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

Justification

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

Operating Impact

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

Project Name: West Water Interconnect

Project Type: Utility
Subtype: Water Distribution Improvements

Completion Year: TBD

Total Budget: \$418,000

Funding Source: Water & Sewer Working Capital

Description

The proposed improvements would extend an independent 12" to interconnect the existing 16" transmission water main line on Wilderness Trails to the 12' main on F.M. 528.

Justification

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

Operating Impact

This capital improvement project involves adding a total of approximately 5 miles to the City's existing waterlines. Based on projected future waterline maintenance cost of approximately \$2,244 per mile, additional annual operating maintenance cost for this project will be about \$11,222.

Capital Improvement Program

Project Name: Western Loop 16" Waterline

Project Type: Utility
Subtype: Water Distribution Improvements

Completion Year: TBD

Total Budget: \$1,200,000

Funding Source: Not yet identified

Description

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

Justification

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

Operating Impact

This capital improvement project involves adding a total of approximately 5 miles to the City's existing waterlines. Based on current waterline maintenance cost of approximately \$1,936 per mile, additional annual operating maintenance cost for this project will be about \$9,680.

Project Name: COH Raw Water System Buy-In

Project Type: Utility
Subtype: Water Distribution Improvements

Completion Year: 2022

Total Budget: \$10,284,000

Funding Source: 2018 Series W/S Bond

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-participants 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 200 MGD capacity.

Justification

This is a component of the Surface Water supply-treatment and 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.

Capital Improvement Program

Project Name: Sanitary Sewer Assessment (Phases V & VI)

Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: 2019-2020

Total Budget: \$275,000

Funding Source: 2018 Series W/S Bond

Description

Basins Five and Twenty are part of the second tier group of areas experiencing the greatest inflow and infiltration. Basins Eight, Eighteen, and One were studied as part of Phase II and Phase V. Basins Five and Twenty consists of approximately 67,770 linear feet of gravity sanitary sewer lines and 352 manholes. Basin Five encompasses the northern portion of the city from FM 2351 to the city limits west of FM 518 down to the drainage ditch east of North Sunset Drive. Basin Twenty encompasses the southern portion of Blackhawk Boulevard (Wedgewood Village) from Cedar Gulley to Friendswood Link Road and from the city limits down to Clear Creek.

Justification

As part of the Sanitary Sewer System Assessment Phase I an overall master plan was developed to further investigate specific basins based on the original flow monitoring data. Phase VI will be the third such in-depth investigation into specific basins.

Project Name: Sanitary Sewer Assessment (Phases VII)

Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: 2022-2023

Total Budget: \$100,000

Funding Source: 2018 Series W/S Bond

Description

Basins One, Five, and Twenty will have comprehensive studies conducted on their systems to determine deficiencies. Based on the results, engineering will need to be designed to correct the areas. Basins One, Five, and Twenty consists of approximately 100,000 linear feet of gravity sanitary sewer lines and 625 manholes. Basin One encompasses the northern portion of Blackhawk Boulevard (Wedgewood Village) from Cedar Gulley to FM 2351 and from Beamer Road to Clear Creek on FM 2351. Basin Five encompasses the northern portion of the city from FM 2351 to the city limits west of FM 518 down to the drainage ditch east of North Sunset Drive. Basin Twenty encompasses the southern portion of Blackhawk Boulevard (Wedgewood Village) from Cedar Gulley to Friendswood Link Road and from the city limits down to Clear Creek. The limits of the areas needed to be designed will become clearer after completion of Phases V and VI.

Justification

As part of the Sanitary Sewer System Assessment Phase I an overall master plan was developed to further investigate specific basins based on the original flow monitoring data. Phases V and VI will be the second and third such in-depth investigations into specific basins. This will be the second engineering design project for the assessment.

Capital Improvement Program

Project Name: Sanitary Sewer Assessment (Phases VIII)

Project Type: Utility
Subtype: Sanitary Sewer Improvements

Completion Year: 2024-2025

Total Budget: \$1,800,000

Funding Source: 2018 Series W/S Bond

Description

Basins One, Five, and Twenty will have comprehensive studies conducted on their systems to determine deficiencies. Based on the results, engineering will need to be designed to correct the areas. Basins One, Five, and Twenty consists of approximately 100,000 linear feet of gravity sanitary sewer lines and 625 manholes. Basin One encompasses the northern portion of Blackhawk Boulevard (Wedgewood Village) from Cedar Gulley to FM 2351 and from Beamer Road to Clear Creek on FM 2351. Basin Five encompasses the northern portion of the city from FM 2351 to the city limits west of FM 518 down to the drainage ditch east of North Sunset Drive. Basin Twenty encompasses the southern portion of Blackhawk Boulevard (Wedgewood Village) from Cedar Gulley to Friendswood Link Road and from the city limits down to Clear Creek. The limits of the areas needed to be designed will become clearer after completion of Phases V and VI. Phase VIII will be the construction of the design plans from Phase VII.

Justification

As part of the Sanitary Sewer System Assessment Phase I an overall master plan was developed to further investigate specific basins based on the original flow monitoring data. Phases V and VI will be the second and third such in-depth investigations into specific basins. This will be the second construction project for the assessment.

Project Name: Water Plant #1 Tank Rehabilitation

Project Type: Utility
Subtype: Water Distribution Improvements

Completion Year: TBD

Total Budget: \$1,207,000

Funding Source: Not yet identified

Description

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

Justification

A preventative maintenance program prolongs the life of the facilities. The ground storage tanks require blasting and painting every 10 to 12 years to assure their integrity and usefulness.

Operating Impact

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

Capital Improvement Program

Project Name: Central 16" Interconnect

Project Type: Utility
Subtype: Water Distribution Improvements

Completion Year: TBD

Total Budget: \$110,000

Funding Source: Water & Sewer Fund Working Capital

Description

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

Justification

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

Operating Impact

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

Project Name: Surface Water One Reservoir Rehabilitation

Project Type: Utility
Subtype: Water Distribution Improvements

Completion Year: TBD

Total Budget: \$950,000

Funding Source: Not yet identified

Description

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

Justification

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

Operating Impact

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

Capital Improvement Program

CIP Program - General Government Projects Beyond 5-Year CIP

PROJECT	Estimated Cost*	Other Funds	Other Funding Source
Annalea/Whitehall Drainage Improvements**	\$1,207,000	\$0	
Brittany Bay Blvd Phase II	\$9,084,000	\$6,203,100	Development Contribution
Fire Station #4 3rd Bay	\$917,000	\$0	
FM 518 Drainage Improvements Phase II	\$3,871,000	\$0	
Hike and Bike Connecting Trails	\$5,804,000	\$0	
Northern Panhandle Regional Detention	\$8,192,000	\$0	
Parks Maintenance Building Phase 1 & 2	\$2,377,000	\$0	
Public Works Building	\$4,480,000	\$0	
Records Retention Center	\$675,000	\$0	
Shadowbend Drainage Improvements**	\$438,000	\$0	
Southern Panhandle Regional Detention	\$22,967,000	\$0	
Sunmeadow Drainage Improvements**	\$2,583,000	\$0	
Street Maintenance Master Plan	\$5,000,000	\$0	
Total Estimates	\$67,595,000	\$6,203,100	

* In 2017 Dollars

** Multiple Phases in the Future

Capital Improvement Program

CIP – Water & Sewer Projects Beyond 5-Year CIP

PROJECT	Estimated Cost	Other Funds	Other Funding Source
Baker Road, Falling Leaf, Stable – Sewer	\$1,203,000	\$0	
Beamer Road Sanitary Sewer**	\$4,210,000	\$0	
Beamer Road Water Line**	\$2,043,000	\$0	
East Water Loop	\$1,354,000	\$0	
El Dorado/Lundy Lane Sanitary Sewer	\$3,880,000	\$0	
FM 528 - Falcon Ridge to Windsong Sanitary Sewer	\$1,005,000	\$0	
FM 528 - Lundy Lane to Tower Estates Sanitary Sewer	\$1,585,000	\$0	
Friendswood Lakes Water Loop	\$358,000	\$0	
San Joaquin Estates Water Line Replacement	\$1,913,000	\$0	
San Joaquin Water Loop	\$358,000	\$0	
Sanitary Sewer System Assessment 10 Year Plan	\$7,153,000	\$0	
Sixteen Inch Transmission Line Phase II	\$1,290,000	\$0	
South FM 518 Water Line	\$878,000	\$0	
South Friendswood Service Area Water Loop	\$955,000	\$0	
Stable Road – Water	\$251,000	\$0	
Water Plant #5 Tank Rehabilitation	\$1,587,000	\$0	
Water Plant #6 Tank Rehabilitation	\$636,000	\$0	
West Transmission Line	\$9,064,000	\$0	
West Water Interconnect	\$461,000	\$0	
Wilderness Trails Water Loop	\$292,000	\$0	
Windsong Lane – Water	\$167,000	\$0	
Windsong Sanitary Sewer	\$3,061,000	\$0	
Total Estimates	\$43,704,000	\$0	

* In 2017 Dollars

** Multiple Phases in the Future

Capital Improvement Program

Capital Projects completed since CIP Program Inception (1999)

City Facilities

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

City Parks & Recreation

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

Street & Parking Lot Paving

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

Drainage

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

Water and Sewer Utilities

Blackhawk FM 2351 Waterline
E. Heritage 8" Sanitary Sewer
16" Waterline (Melody to Sunset)
Autumn Creek Sewer Line
Additional Water Purchase
2nd Surface Water Take Point & System Loop
24" Trunk Line
Moore/Mandale Waterline Loop
Bay Area Blvd Waterline
WWTP Waterline Loop 8"
Longwood Park Water & Sewer
Water Plant #1 Rehabilitation
Water Plant #3 Rehabilitation
Water Plant #4 Rehabilitation
San Joaquin Estates Sewer
Second Elevated Tank
Sun Meadow Lift Station
South Friendswood Force Main
Blackhawk Waterline
16" Transmission Waterline (Sunset to WW#4)
FM 2351/Beamer Rd. Utilities
Lift Station Emergency Generators
Lift Station #6 Replacement
Blackhawk/Oak Vista/Wandering Trail waterlines
Water Plant #2 Replacement
Water Plant #5 Rehabilitation
Water Plant #6 Rehabilitation
Water Plant #7 Replacement
Lift Station #18 Rehabilitation
Lift Station #3 Replacement
Friendswood Link/Whispering Pines water lines
Friendswood Link/Whispering Pines sewer lines
Public Works heavy equipment purchases
Utility Impact Fee Study - 2013
Utility Cost of Service & Rate Study – 2014
SCADA System Upgrade – Phase I
Utility Impact Fee Study - 2019

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DEPARTMENT SUMMARY

EXPENDITURE BY DIVISION

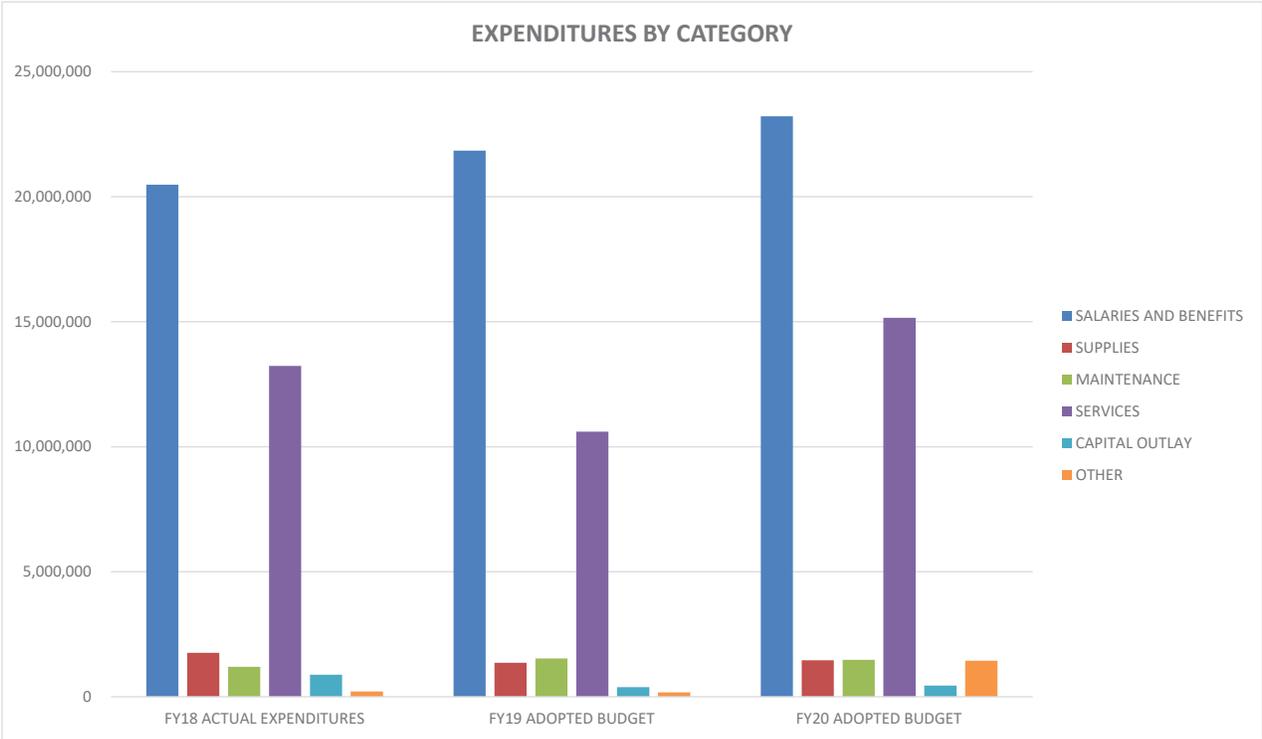
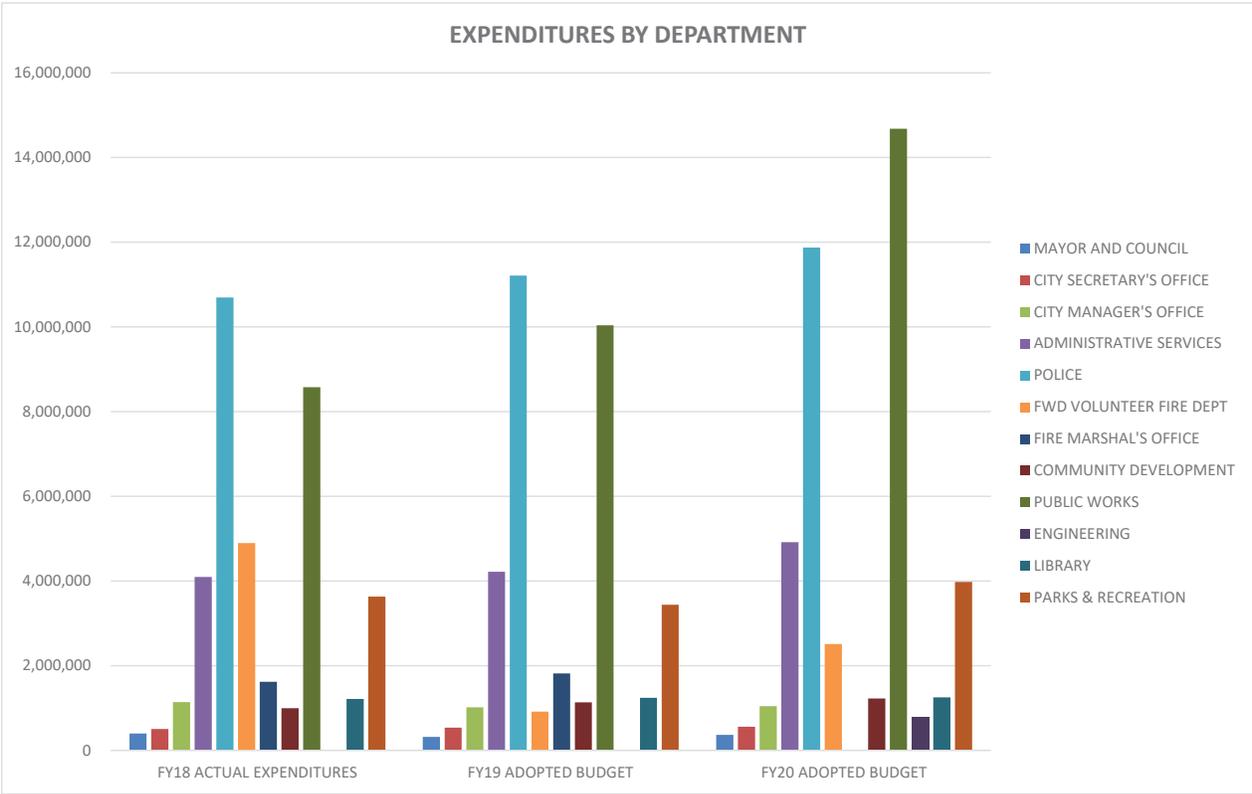
DEPARTMENT	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
MAYOR AND COUNCIL	\$396,163	\$319,784	\$338,192	\$220,102	\$319,737	\$369,058	15.4%
CITY SECRETARY'S OFFICE	505,696	537,488	543,192	363,785	522,078	558,704	3.9%
CITY MANAGER'S OFFICE	1,137,780	1,015,737	1,169,231	798,144	1,149,994	1,046,768	3.1%
ADMINISTRATIVE SERVICES	4,094,933	4,216,212	4,375,357	3,002,380	4,201,045	4,919,146	16.7%
POLICE	10,694,515	11,210,483	11,387,934	7,857,684	11,278,299	11,872,801	5.9%
FIRE MARSHAL'S OFFICE	4,898,382	915,655	941,247	657,738	889,525	2,512,555	174.4%
FWD VOLUNTEER FIRE DEPT	1,620,288	1,819,298	1,819,298	1,375,424	1,547,072	0	-100.0%
COMMUNITY DEVELOPMENT	994,804	1,135,338	1,135,338	781,398	1,086,926	1,227,230	8.1%
PUBLIC WORKS	8,579,413	10,040,042	12,277,088	8,252,086	11,913,976	14,678,833	46.2%
ENGINEERING	0	0	0	0	0	783,759	0.0%
LIBRARY	1,214,027	1,239,090	1,300,219	862,982	1,242,823	1,252,132	1.1%
PARKS & RECREATION	3,629,507	3,441,934	3,897,361	2,680,416	3,890,708	3,979,553	15.6%
DEPARTMENT TOTAL	\$37,765,508	\$35,891,061	\$39,184,457	\$26,852,139	\$38,042,183	\$43,200,539	20.4%

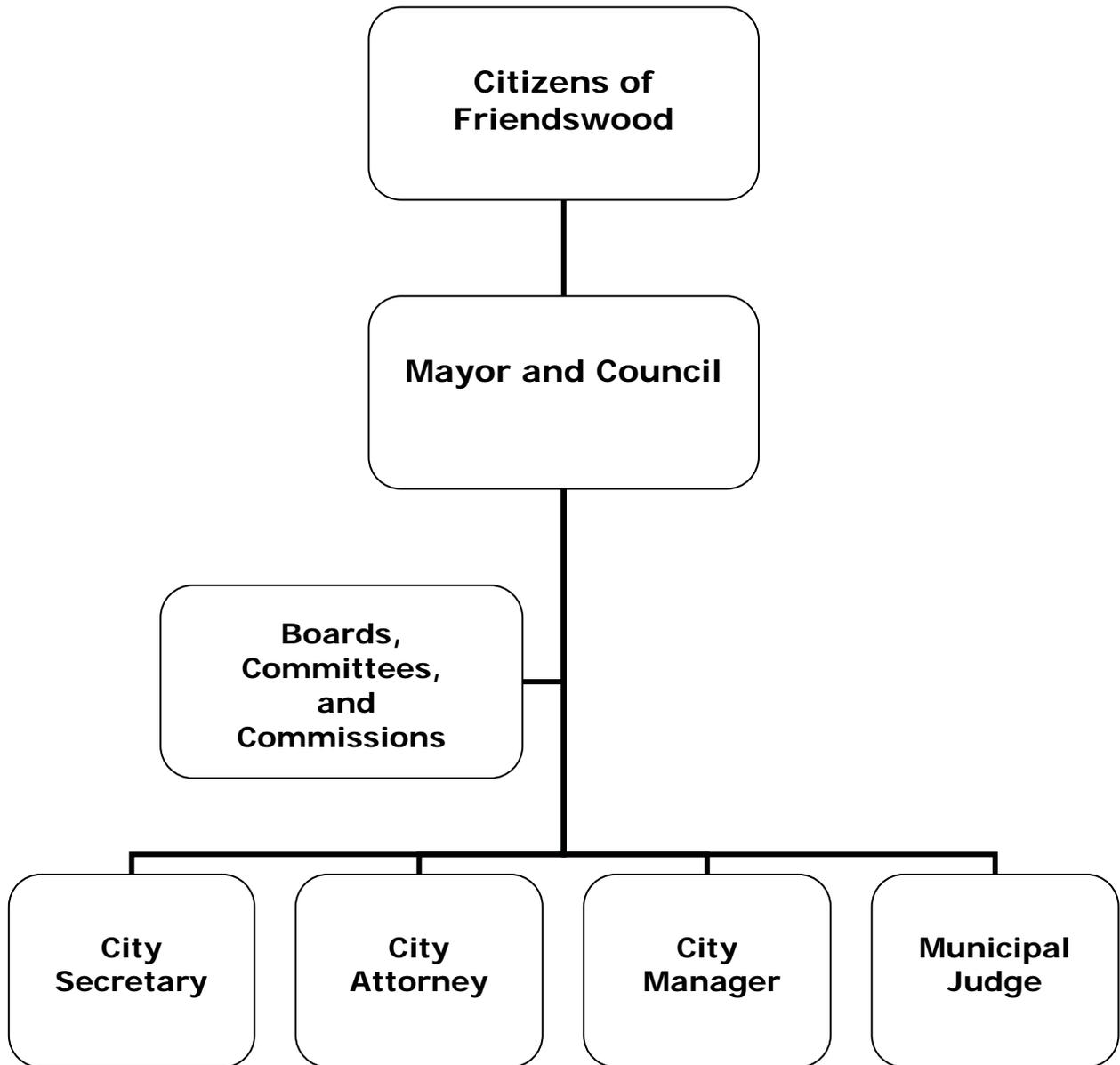
EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
SALARIES AND BENEFITS	\$20,481,531	\$21,839,723	\$21,842,223	\$15,313,622	\$21,462,307	\$23,215,869	6.3%
SUPPLIES	1,756,961	1,358,213	1,495,207	921,347	1,389,800	1,461,170	7.6%
MAINTENANCE	1,196,852	1,529,244	1,629,663	923,920	1,539,961	1,473,960	-3.6%
SERVICES	13,236,897	10,601,916	12,739,171	8,721,964	12,211,316	15,155,237	42.9%
CAPITAL OUTLAY	878,140	388,264	895,990	420,666	865,703	448,500	15.5%
OTHER	215,127	173,701	582,204	550,620	573,096	1,445,803	732.4%
CLASSIFICATION TOTAL	\$37,765,508	\$35,891,061	\$39,184,457	\$26,852,139	\$38,042,183	\$43,200,539	20.4%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
MAYOR AND COUNCIL	2.10	2.10	2.10	2.10	2.10	2.10	0.0%
CITY SECRETARY'S OFFICE	5.20	5.20	5.20	5.20	5.20	5.00	-3.8%
CITY MANAGER'S OFFICE	5.40	5.40	5.40	5.00	5.00	5.00	-7.4%
ADMINISTRATIVE SERVICES	27.60	27.60	27.60	27.60	27.60	28.60	3.6%
POLICE	87.72	90.38	90.38	90.38	90.38	90.38	0.0%
FIRE MARSHAL'S OFFICE	6.60	6.60	6.60	7.20	7.20	7.20	9.1%
COMMUNITY DEVELOPMENT	10.70	10.70	10.70	10.70	10.70	10.70	0.0%
PUBLIC WORKS	46.30	47.30	47.30	47.30	43.30	43.30	-8.5%
ENGINEERING	0.00	0.00	0.00	0.00	6.00	6.00	0.0%
LIBRARY	14.97	14.97	14.97	14.97	14.97	14.97	0.0%
PARKS & RECREATION	22.50	22.50	22.50	22.50	23.10	24.10	7.1%
PERSONNEL TOTAL	229.09	232.75	232.75	232.95	235.55	237.35	2.0%





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. The city's legal services are expensed through the Mayor and Council operating budget.

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

Departmental Goals and Performance Measures by Division

Mayor and Council Division Goals:

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

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

Mayor and Council	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
Department Expenditures	\$108,691	\$179,244	\$57,077	\$87,457	\$90,701
# of Population-estimated	39,358	40,426	40,905	40,905	41,216
Outputs					
# of Meetings Held	17	14	19	15	15
# of Action Items	45	138	65	130	130
# of Consent Items	74	76	65	75	75
# of Executive Session Items	42	25	35	20	20
# of Public Hearing Items	13	9	15	22	23
Measures of Efficiency					
Department Expenditures per capita	\$2.76	\$4.43	\$1.40	\$2.14	\$2.20

City Attorney Division Goals:

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

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

City Attorney	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents * (FTE)	1.0	2.1	2.1	2.1	2.1
Department Expenditures	\$190,851	\$216,919	\$262,707	\$232,280	\$279,458
Measures of Efficiency					
Monthly Operational Cost	\$15,904	\$18,707	\$21,892	\$19,357	\$23,288
Department Expenditures per capita	\$4.85	\$5.37	\$6.42	\$5.68	\$6.78

**In FY18, the prosecutor positions were moved from the Municipal Court division.*

MAYOR AND COUNCIL
DEPARTMENT SUMMARY

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
GOVERNING BODY	\$179,244	\$57,077	\$87,885	\$59,858	\$87,457	\$90,701	58.9%
CITY ATTORNEY	216,919	262,707	250,307	160,244	232,280	278,458	6.0%
DEPARTMENT TOTAL	\$396,163	\$319,784	\$338,192	\$220,102	\$319,737	\$369,159	15.4%

EXPENDITURE BY CLASSIFICATION

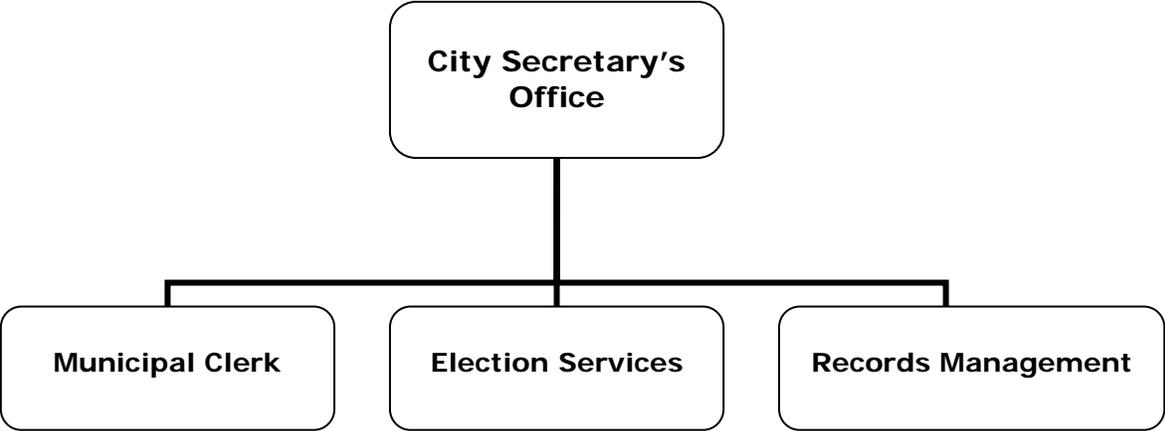
CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
SALARIES	\$214,174	\$243,807	\$243,807	\$158,634	\$228,236	\$257,278	5.5%
SUPPLIES	7,160	4,511	6,361	4,713	6,078	9,200	103.9%
SERVICES	66,152	71,466	88,024	56,755	85,423	102,580	43.5%
CAPITAL OUTLAY	108,677	0	0	0	0	0	0.0%
CLASSIFICATION TOTAL	\$396,163	\$319,784	\$338,192	\$220,102	\$319,737	\$369,058	15.4%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
GOVERNING BODY	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
CITY ATTORNEY	2.10	2.10	2.10	2.10	2.10	2.10	0.0%
PERSONNEL TOTAL	2.10	2.10	2.10	2.10	2.10	2.10	0.0%

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
50 - SUPPLIES							
001-0101-411.5100	OFFICE SUPPLIES	\$396	\$0	\$0	\$0	\$0	\$0
001-0101-411.5200	PERSONNEL SUPPLIES	417	132	132	124	165	250
001-0101-411.5400	OPERATING SUPPLIES	5,458	4,079	4,779	3,449	4,599	6,000
001-0101-411.5800	OPERATING EQUIPMENT<\$5000	0	0	1,150	1,014	1,014	2,500
	TOTAL SUPPLIES	\$6,271	\$4,211	\$6,061	\$4,587	\$5,778	\$8,750
70 - SERVICES							
001-0101-411.7110	LEGAL SERVICES	\$2,125	\$0	\$13,811	\$13,811	\$13,811	\$0
001-0101-411.7119	OTHER LEGAL SERVICES	15,768	28,581	33,313	7,949	33,313	28,580
001-0101-411.7400	OPERATING SERVICES	1,086	1,238	4,208	3,164	4,208	1,280
001-0101-411.7401	POSTAL / COURIER SERVICES	3	0	0	0	0	0
001-0101-411.7510	TRAINING	2,754	2,000	2,900	2,872	2,872	6,080
001-0101-411.7520	TRAVEL EXPENSES & REIMBURSE	1,672	3,300	6,200	6,116	6,116	10,830
001-0101-411.7530	MEMBERSHIPS	7,225	7,276	12,391	12,391	12,391	24,080
001-0101-411.7800	CONTRACT SERVICES	29,988	0	0	0	0	101
001-0101-411.7910	COMMUNITY EVENTS/PROGRAMS	3,675	10,471	9,001	8,968	8,968	11,000
	TOTAL SERVICES	\$64,296	\$52,866	\$81,824	\$55,271	\$81,679	\$81,951
80 - CAPITAL OUTLAY							
001-0101-411.8400	CAPITAL OPERATING EQUIP	\$108,677	\$0	\$0	\$0	\$0	\$0
	TOTAL CAPITAL OUTLAY	\$108,677	\$0	\$0	\$0	\$0	\$0
0101 - GOVERNING BODY		\$179,244	\$57,077	\$87,885	\$59,858	\$87,457	\$90,701

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0102-411.4110	FULLTIME SALARIES & WAGES	\$144,471	\$150,673	\$151,823	\$106,406	\$151,823	\$157,234
001-0102-411.4143	LONGEVITY PAY	0	60	60	85	85	140
001-0102-411.4149	CELL PHONE ALLOWANCE	1,200	1,200	50	50	50	0
001-0102-411.4220	PART-TIME WAGES W/O BENEFITS	23,725	45,380	45,380	16,975	29,633	46,572
001-0102-411.4710	SOCIAL SECURITY/MEDICARE	12,866	13,603	13,603	8,164	13,603	14,006
001-0102-411.4720	TMRS RETIREMENT	23,147	24,233	24,233	16,956	24,233	25,196
001-0102-411.4810	HEALTH/DENTAL INSURANCE	7,433	7,433	7,433	8,902	7,433	12,665
001-0102-411.4820	LIFE INSURANCE	461	420	420	342	420	435
001-0102-411.4830	DISABILITY INSURANCE	484	441	441	383	441	535
001-0102-411.4840	WORKERS COMP INSURANCE	271	284	284	197	284	323
001-0102-411.4850	EAP SERVICES	116	58	58	87	116	58
001-0102-411.4890	FLEX PLAN ADMINISTRATION	0	22	22	87	115	114
	TOTAL SALARIES & BENEFITS	\$214,174	\$243,807	\$243,807	\$158,634	\$228,236	\$257,278
50 - SUPPLIES							
001-0102-411.5100	OFFICE SUPPLIES	\$94	\$0	\$0	\$0	\$0	\$0
001-0102-411.5200	PERSONNEL SUPPLIES	0	0	0	0	0	150
001-0102-411.5400	OPERATING SUPPLIES	0	300	300	126	300	300
001-0102-411.5800	OPERATING EQUIPMENT-<\$5000	795	0	0	0	0	0
	TOTAL SUPPLIES	\$889	\$300	\$300	\$126	\$300	\$450
70 - SERVICES							
001-0102-411.7400	OPERATING SERVICES	\$25	\$1,000	\$1,000	\$30	\$150	\$1,000
001-0102-411.7401	POSTAL / COURIER SERVICES	7	100	100	94	94	100
001-0102-411.7510	TRAINING	874	1,000	1,000	504	1,000	1,530
001-0102-411.7520	TRAVEL EXPENSES & REIMBURSE	0	1,000	1,000	0	1,000	1,990
001-0102-411.7530	MEMBERSHIPS	70	500	500	240	500	3,110
001-0102-411.7540	PUBLICATIONS	880	15,000	2,600	616	1,000	13,000
	TOTAL SERVICES	\$1,856	\$18,600	\$6,200	\$1,484	\$3,744	\$20,730
0102 - CITY ATTORNEY		\$216,919	\$262,707	\$250,307	\$160,244	\$232,280	\$278,458



Mission Statement

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

Current Operations

Municipal Clerk

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

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

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

Election Services

The City Secretary's office administers and coordinates with Galveston County all City elections as called for in accordance with Texas Municipal Laws and Charter provisions of the City of Friendswood.

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 city departments, and all citizens on an as-needed basis and is available on the City's website for round-the-clock access. This provides for a searchable index of the official City records and City minutes in hard copy and/or in electronic format. This important information is easily accessible to all.

Highlights of the Budget

Election Services

This budget year there will be a Bond Election in November 2019 as well as a General Election in May 2020 for Council Position No. 2 and Position No. 5.

Records Management Program

The FY20 budget continues to provide for the Records Management Program. A records storage area that is part of the Public Safety Building houses Police, Municipal Court and Fire Marshal/Emergency Operations Center's records. Discussions have been ongoing regarding projecting and planning for an alternative records storage location to replace the existing records storage center for the City Manager's office, Administrative Services, Community Services, Public Works, Community Development, Library, and City Secretary's office. The current records storage center is at an off-site storage facility that is climate controlled and built to withstand 120 MPH winds.

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

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

Records Coordinators and Backup Records Coordinators are trained in the use of the FOIA/GOVQA software and policies of the Records Management Program with updated training as necessary. The program consists of managing the Records Centers, the records retention

program, the public information request process and coordination with all departments on all aspects of records management.

Records and Laserfiche Program

The FY20 budget continues to fund the records and Laserfiche program. The scanning of all records of City Council meetings and other documents will carry on as well as continuing the program for citywide access to many documents. (i.e. minutes, ordinances, resolutions, contracts, deeds, easements, vehicle titles, etc.) This program allows additional electronic capability for all departments to search, access and retrieve city records and continue to scan most documents approved by Council and make available to City Staff for search, retrieval, e-mail and print capabilities. This process eliminates the need for hard copies to be produced and stored by numerous departments. The Laserfiche program has been in place since 2005 and will continue as a permanent service of the City Secretary’s office, with the expansion of records provided as technology and funds allow.

In 2009, the City Secretary’s office implemented Laserfiche Weblink so citizens and the general public may 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 continues to be very successful and provides easy access for the public to review the City’s documents that are commonly requested through the Public Information Act.

Highlights of the Budget

Departmental Goals and Performance Measures by Division

Municipal Clerk Goals:

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

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

Objectives:

1. Post all agenda, minutes, paperless agenda packets, or additional documents of City Council meetings and commission, committee and board meeting agendas and minutes on the City’s website.

2. Make available on the website Public Information Act request information and forms as well as a public link to FOIA/GOVQA, voting and election information and results, press releases related to elections and City Secretary services, Council information and biographies, volunteer committee forms, legal notices and other information.

Municipal Clerk	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
Number of full time equivalents (FTE’s)	3.0	3.0	3.0	3.0	3.0
Department Expenditures	\$314,244	\$328,807	\$348,583	\$345,134	\$360,526
Outputs (Goals 1 & 2)					
# of Alcohol permits	10	38	32	20	40
# of Bids Administered	3	19	20	10	10
# of Contracts	68	69	72	75	80
# of Copies made	152,967	80,701	115,000	91,041	102,000
# of Liens-filed/released	2	3	10	5	5
# of Notices posted- includes Council / Committees / Boards / Commissions	116	115	115	117	120
# of Ordinances Prepared	42	34	40	45	45
# of Ordinances, Bids, Notices, Press Releases published	28	48	70	37	40
# of Resolutions Prepared	25	25	26	28	26
Outputs (Goals 3, 4 & 5)					
# of Executive Sessions	42	25	38	20	21
# of Public Hearings	13	9	12	18	18
# of Regular Meetings	13	13	14	13	13
# of Special Meetings	4	1	4	2	2
# of Special Sessions/ Work Sessions	40	31	41	31	35
# of Pages of minutes	115	114	130	125	125
Measures of Efficiency					
Department Expenditures per capita	\$7.98	\$8.13	\$8.52	\$8.44	\$8.75

Election Services Division:

Goals:

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

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

Election Services	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	0.2	0.2	0.2	0.2	0.0
Department Expenditures	\$15,190	\$23,244	\$28,335	\$17,141	\$35,540
# of Registered Voters	27,409	27,759	28,200	28,112	28,250
Outputs					
# of General Elections Held	1	1	1	1	1
# of Special Elections Held	1	0	0	0	1
# of Election Challenges	0	0	0	0	0
# of Irregularities	0	0	0	0	0
Measures of Effectiveness					
Total # of Voters for General Elections	3,245	4,177	4,250	1,746	2,500
Total # of Voters Special Election	3,245	0	0	0	2,000
Measures of Efficiency					
Department Expenditures per registered voter	\$0.55	\$0.84	\$1.00	\$0.61	\$1.26
Department Expenditures per capita	\$0.39	\$0.57	\$0.69	\$0.42	\$0.86

Records Management Division:

Goals:

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

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

Objectives:

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

Records Management	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	2.0	2.0	2.0	2.0	2.0
Department Expenditures	\$113,370	\$153,645	\$160,570	\$159,803	\$162,638
Outputs					
# of Public Information Requests Processed	1,204	1,406	1,345	1,500	1,600
# of Pages Provided to Public	11,456	18,298	13,500	27,171	21,000
# of Attorney General Opinions Obtained	26	46	28	40	45
# of Scanning & Laserfiche Documents	724	717	850	725	750
Measures of Efficiency					
Department Expenditures per capita	\$2.88	\$3.80	\$3.93	\$3.91	\$3.95

CITY SECRETARY'S OFFICE
DEPARTMENT SUMMARY

EXPENDITURE BY CLASSIFICATION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
MUNICIPAL CLERK	\$328,807	\$348,583	\$353,154	\$251,422	\$345,134	\$360,526	3.4%
ELECTION SERVICES	23,244	28,335	28,335	250	17,141	35,540	25.4%
RECORDS MANAGEMENT	153,645	160,570	161,703	112,113	159,803	162,638	1.3%
DEPARTMENT TOTAL	\$505,696	\$537,488	\$543,192	\$363,785	\$522,078	\$558,704	3.9%

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
SALARIES	\$444,742	\$466,393	\$466,393	\$330,013	\$452,373	\$475,264	1.9%
SUPPLIES	15,958	7,247	13,570	9,433	12,577	7,920	9.3%
MAINTENANCE	555	525	525	0	0	0	-100.0%
SERVICES	44,441	63,323	62,704	24,339	57,128	75,520	19.3%
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%
CLASSIFICATION TOTAL	\$505,696	\$537,488	\$543,192	\$363,785	\$522,078	\$558,704	3.9%

PERSONNEL SUMMARY BY DIVISION

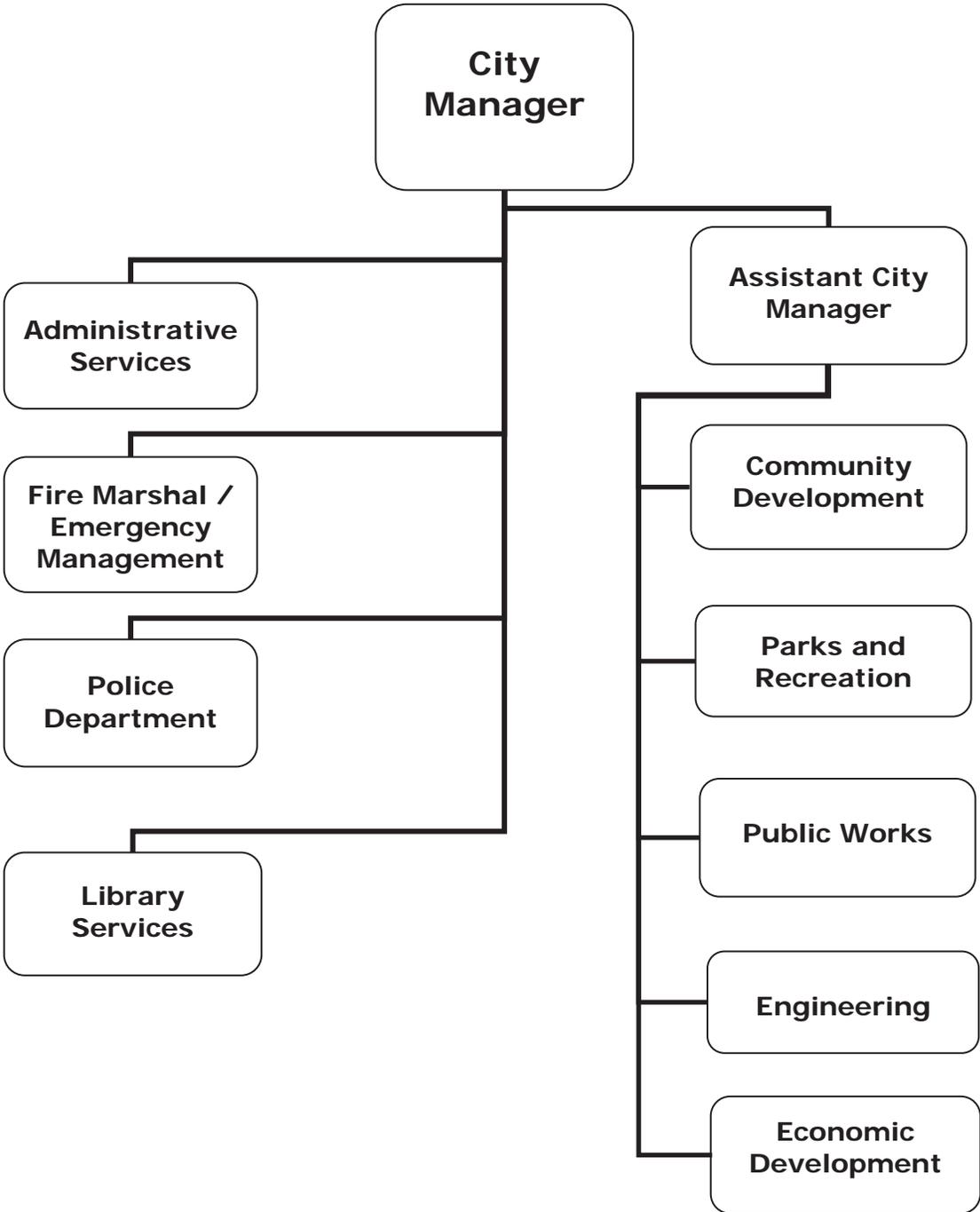
DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
MUNICIPAL CLERK	3.00	3.00	3.00	3.00	3.00	3.00	0.0%
ELECTION SERVICES	0.20	0.20	0.20	0.20	0.20	0.00	-100.0%
RECORDS MANAGEMENT	2.00	2.00	2.00	2.00	2.00	2.00	0.0%
PERSONNEL TOTAL	5.20	5.20	5.20	5.20	5.20	5.00	-3.8%

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0201-411.4110	FULLTIME SALARIES & WAGES	\$212,921	\$219,496	\$221,336	\$160,894	\$225,948	\$233,956
001-0201-411.4130	OVERTIME PAY	885	5,559	5,559	428	1,000	1,233
001-0201-411.4143	LONGEVITY PAY	1,920	2,030	2,030	2,100	2,100	2,270
001-0201-411.4144	VEHICLE ALLOWANCE	5,400	5,400	5,400	788	788	0
001-0201-411.4145	INCENTIVE-CERTIFICATE PAY	3,720	3,720	3,720	2,790	3,720	3,720
001-0201-411.4149	CELL PHONE ALLOWANCE	1,920	1,920	80	80	80	720
001-0201-411.4710	SOCIAL SECURITY/MEDICARE	16,289	17,192	17,192	11,895	17,192	17,492
001-0201-411.4720	TMRS RETIREMENT	36,033	37,981	37,981	26,591	37,981	38,728
001-0201-411.4810	HEALTH/DENTAL INSURANCE	30,114	28,712	28,712	26,545	28,712	36,405
001-0201-411.4820	LIFE INSURANCE	680	658	658	516	658	667
001-0201-411.4830	DISABILITY INSURANCE	713	689	689	578	689	818
001-0201-411.4840	WORKERS COMP INSURANCE	359	349	349	265	349	383
001-0201-411.4850	EAP SERVICES	203	174	174	145	174	174
001-0201-411.4890	FLEX PLAN ADMINISTRATION	76	65	65	228	304	250
	TOTAL SALARIES & BENEFITS	\$311,233	\$323,945	\$323,945	\$233,843	\$319,695	\$336,816
50 - SUPPLIES							
001-0201-411.5100	OFFICE SUPPLIES	\$1,590	\$0	\$0	\$0	\$0	\$0
001-0201-411.5200	PERSONNEL SUPPLIES	183	100	100	0	0	150
001-0201-411.5400	OPERATING SUPPLIES	672	5,236	5,236	2,844	3,792	5,240
001-0201-411.5800	OPERATING EQUIPMENT<\$5000	3,282	345	4,845	4,468	5,957	350
	TOTAL SUPPLIES	\$5,727	\$5,681	\$10,181	\$7,312	\$9,749	\$5,740
70 - SERVICES							
001-0201-411.7350	SURETY BONDS	\$0	\$75	\$146	\$71	\$71	\$80
001-0201-411.7400	OPERATING SERVICES	2,527	2,575	2,575	2,433	2,575	2,580
001-0201-411.7401	POSTAL / COURIER SERVICES	1,250	2,120	2,120	600	1,500	1,270
001-0201-411.7491	ADVERTISING/PUBLIC NOTICE	1,548	2,822	2,822	630	1,800	2,200
001-0201-411.7510	TRAINING	3,299	3,469	3,469	1,590	3,469	3,990
001-0201-411.7520	TRAVEL EXPENSES & REIMBURSE	2,589	6,071	6,071	3,168	4,500	6,070
001-0201-411.7530	MEMBERSHIPS	634	1,825	1,825	1,775	1,775	1,780
	TOTAL SERVICES	\$11,847	\$18,957	\$19,028	\$10,267	\$15,690	\$17,970
0201 - MUNICIPAL CLERK		\$328,807	\$348,583	\$353,154	\$251,422	\$345,134	\$360,526

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0202-414.4130	OVERTIME PAY	\$0	\$2,371	\$2,371	\$0	\$0	\$0
001-0202-414.4220	PART-TIME WAGES W/O BENEFITS	3,460	5,044	5,044	0	0	0
001-0202-414.4710	SOCIAL SECURITY/MEDICARE	0	567	567	0	0	0
	TOTAL SALARIES & BENEFITS*	\$3,460	\$7,982	\$7,982	\$0	\$0	\$0
50 - SUPPLIES							
001-0202-414.5400	OPERATING SUPPLIES	\$6,859	\$500	\$500	\$46	\$61	\$1,210
001-0202-414.5800	OPERATING EQUIPMENT<\$5000	2,850	122	122	0	0	0
	TOTAL SUPPLIES	\$9,709	\$622	\$622	\$46	\$61	\$1,210
60 - MAINTENANCE							
001-0202-414.6700	COMPUTER EQUIP MAINTENANCE	\$555	\$525	\$525	\$0	\$0	\$0
	TOTAL MAINTENANCE	\$555	\$525	\$525	\$0	\$0	\$0
70 - SERVICES							
001-0202-414.7401	POSTAL / COURIER SERVICES	\$132	\$150	\$150	\$0	\$0	\$80
001-0202-414.7491	ADVERTISING/PUBLIC NOTICE	90	287	287	204	272	290
001-0202-414.7510	TRAINING	0	200	200	0	0	200
001-0202-414.7520	TRAVEL EXPENSES & REIMBURSE	0	138	138	0	0	140
001-0202-414.7720	SOFTWARE SUPPORT SERVICES	9,235	0	0	0	0	0
001-0202-414.7800	CONTRACT SERVICES	63	16,808	16,808	0	16,808	33,620
001-0202-414.7830	RENTAL	0	1,623	1,623	0	0	0
	TOTAL SERVICES*	\$9,520	\$19,206	\$19,206	\$204	\$17,080	\$34,330
0202 - ELECTION SERVICES		\$23,244	\$28,335	\$28,335	\$250	\$17,141	\$35,540

*In FY20, Galveston County will conduct the City of Friendswood's two elections. Personnel costs were reallocated to contract services to offset the contract expenditures.

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0203-419.4110	FULLTIME SALARIES & WAGES	\$76,185	\$77,160	\$77,160	\$56,336	\$77,160	\$79,985
001-0203-419.4130	OVERTIME PAY	1,988	4,440	4,440	1,301	2,500	4,562
001-0203-419.4131	HOLIDAY HRS WORKED	0	0	0	102	102	0
001-0203-419.4143	LONGEVITY PAY	320	420	420	465	465	580
001-0203-419.4145	INCENTIVE-CERTIFICATE PAY	2,540	3,120	3,120	2,340	3,120	3,120
001-0203-419.4710	SOCIAL SECURITY/MEDICARE	5,196	5,510	5,510	3,893	5,510	5,785
001-0203-419.4720	TMRS RETIREMENT	12,877	13,580	13,580	9,636	13,580	14,128
001-0203-419.4810	HEALTH/DENTAL INSURANCE	29,472	29,472	29,472	21,490	29,472	29,472
001-0203-419.4820	LIFE INSURANCE	241	235	235	178	235	231
001-0203-419.4830	DISABILITY INSURANCE	253	247	247	200	247	284
001-0203-419.4840	WORKERS COMP INSURANCE	791	123	123	96	123	140
001-0203-419.4850	EAP SERVICES	136	116	116	97	116	116
001-0203-419.4890	FLEX PLAN ADMINISTRATION	50	43	43	36	48	45
	TOTAL SALARIES & BENEFITS	\$130,049	\$134,466	\$134,466	\$96,170	\$132,678	\$138,448
50 - SUPPLIES							
001-0203-419.5100	OFFICE SUPPLIES	\$309	\$0	\$0	\$0	\$0	\$0
001-0203-419.5200	PERSONNEL SUPPLIES	150	70	70	30	70	150
001-0203-419.5400	OPERATING SUPPLIES	23	474	474	315	474	420
001-0203-419.5800	OPERATING EQUIPMENT<\$5000	40	400	2,223	1,730	2,223	400
	TOTAL SUPPLIES	\$522	\$944	\$2,767	\$2,075	\$2,767	\$970
70 - SERVICES							
001-0203-419.7350	SURETY BONDS	\$71	\$71	\$71	\$0	\$0	\$0
001-0203-419.7400	OPERATING SERVICES	2,862	7,390	6,385	540	6,385	6,630
001-0203-419.7411	PROFESSIONAL/CODE SERVICE	4,931	9,091	9,016	4,708	9,016	7,000
001-0203-419.7510	TRAINING	1,290	1,035	1,387	1,010	1,347	1,090
001-0203-419.7520	TRAVEL EXPENSES & REIMBURSE	2,658	1,921	2,029	2,029	2,029	2,560
001-0203-419.7530	MEMBERSHIPS	150	240	170	170	170	520
001-0203-419.7720	SOFTWARE SUPPORT SERVICES	5,700	0	0	0	0	0
001-0203-419.7800	CONTRACT SERVICES	5,412	5,412	5,412	5,411	5,411	5,420
	TOTAL SERVICES	\$23,074	\$25,160	\$24,470	\$13,868	\$24,358	\$23,220
0203 - RECORDS MANAGEMENT		\$153,645	\$160,570	\$161,703	\$112,113	\$159,803	\$162,638



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 a total of five full-time employees 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-range administrative support activities for the City Manager including: policy research, program analysis, Council agenda development, departmental records coordination, project administration, general public information, and management of citizen requests for service.

Economic Development

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

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

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

Highlights of the Budget

The FY 2019-20 Budget continues to fund important citywide communications programs, including the Focus on Friendswood newsletter as well as the City's Public-Educational-Governmental (PEG) access channel.

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

In correlation with each department, the City Manager's Office's activities are intended to achieve the City's overall strategic goals. Fiscal Year 2019 achievements are mentioned within each department's section.

In addition, the City has a history of placing an emphasis on developing and mentoring our most important piece of infrastructure – our Staff. The City Manager's Office places great importance in the growth, development and leadership skills of our employees, and to that end, this is the eleventh straight year that we have budgeted funds for Staff development services.

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

To maximize our resources, the City continues to participate in regional economic development partnerships that advocate and pursue issues that are important for retaining and strengthening the economic base and business climate of our area.

2019-2020 Departmental Goals and Performance Measures by division

City Manager Administration:

Goals:

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

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

Objective A:

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

City Manager

City Manager Administration	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE)	4.4	4.4	4.4	4.0	4.0
Department Expenditures	\$724,703	\$906,209	\$763,562	\$874,874	\$791,681
Outputs					
# of Long-Range Planning Sessions Conducted with City Council	2	2	2	2	2
# of Long-Range Planning Projects by Staff	2	2	2	2	2
# of Senior Staff development initiatives	1	1	1	1	1
Agenda Preparation (# of City Council agenda items)	250	307	300	310	310
# of Council meetings attended	17	14	20	20	20
# of Association meetings attended by Staff	12	12	12	15	15
Measures of Efficiency					
Monthly Operational Cost	\$60,392	\$75,517	\$63,630	\$72,906	\$65,973
Division Expenditures per capita	\$18.41	\$22.42	\$18.67	\$21.39	\$19.21

Objective B:

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

Outputs (number of)	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Releases, advisories, or tip sheets prepared	220	210	220	220	220
City-related news articles written	925	860	870	870	820
Annual page views on the City's website	900,000	913,336	1,000,000	1,000,000	1,000,100
Agendas	3,250	2,988	4,200	4,200	4,100
City newsletters	8,856	8,784	8,900	8,900	8,550
Community Development	3,490	3,400	13,750	13,750	14,950
Construction Updates	4,795	4,804	13,750	13,750	14,950
Economic Development*	4,031	4,453	4,600	4,600	4,120
Emergency Management	8,014	8,668	13,750	13,750	14,950
Events and Recreation	7,482	8,048	13,750	13,750	14,950
General City**	8,590	8,167	13,750	13,750	14,950
Law enforcement	9,101	10,023	10,150	10,150	9,800
Legal Notices	2,738	3,034	3,200	3,200	3,150
Library	4,018	3,939	13,750	13,750	14,950
Planning and Zoning agendas	2,738	3,505	4,200	4,200	3,150

*In FY 17, the "Agendas" email list absorbed Planning and Zoning agendas.

**In FY 17, the "General City" email list absorbed the following: Community Development, Construction Updates, Emergency Management, Events and Recreation, and Library. It was retitled "News-including Emergency messages and Library Services/Programs."

Objective C:

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

Outputs (number of)	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Focus on Friendswood monthly newsletter editions e-mailed	8,400	8,500	8,600	8,500	8,475
City Meetings Broadcast on PEG channel	30	32	30	32	32
Community videos produced	12	125	48	200	230
Number of Facebook "Likes"	4,025	11,793	10,000	13,000	14,500
Number of Twitter followers*	2,429	4,205	4,150	4,750	5,000

*Beginning FY17 the newsletter is emailed to those who subscribe to Focus on Friendswood Newsletter

Economic Development Division:

Goals:

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

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

Objectives:

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

Economic Development	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE)	1.0	1.0	1.0	1.0	1.0
Department Expenditures	\$252,000	\$231,572	\$252,175	\$275,120	\$255,087
Outputs					
Chamber & Regional Partnership meetings attended	30	17	15	17	18
Trade Shows attended	3	3	4	3	3
Quarterly Electronic Newsletter distribution to potential business prospects, developers, and brokers	1,270	7,100	10,000	7,100	7,400
New Businesses, Expansions, & Remodels in the Downtown Neighborhood Empowerment Zone (NEZ#1)	25	20	35	20	35
Business Prospect Inquiries	115	120	130	130	130
Friendswood Civilian Labor Force/Unemployment Rate	19,805/ 4.3%	19,500/ 3.2%	19,600/ 3.0%	19,600/ 3.0%	19,620/ 3.2%
CEDC meetings attended	13	10	12	10	10
Discussion Items	35	15	14	15	15
Measures of Efficiency					
Monthly Operational Cost	\$21,000	\$19,298	\$21,015	\$22,927	\$21,257
Division Expenditures per capita	\$6.40	\$5.73	\$6.16	\$6.73	\$6.19

Attendees at the Broker Developer Day hosted by CEDC will no longer be a metric used, as the event will no longer be held.

CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
ADMINISTRATION	\$906,208	\$763,562	\$890,736	\$593,871	\$874,874	\$791,681	3.7%
ECONOMIC DEVELOPMENT	231,572	252,175	278,495	204,273	275,120	255,087	1.2%
DEPARTMENT TOTAL	\$1,137,780	\$1,015,737	\$1,169,231	\$798,144	\$1,149,994	\$1,046,768	3.1%

EXPENDITURE BY CLASSIFICATION

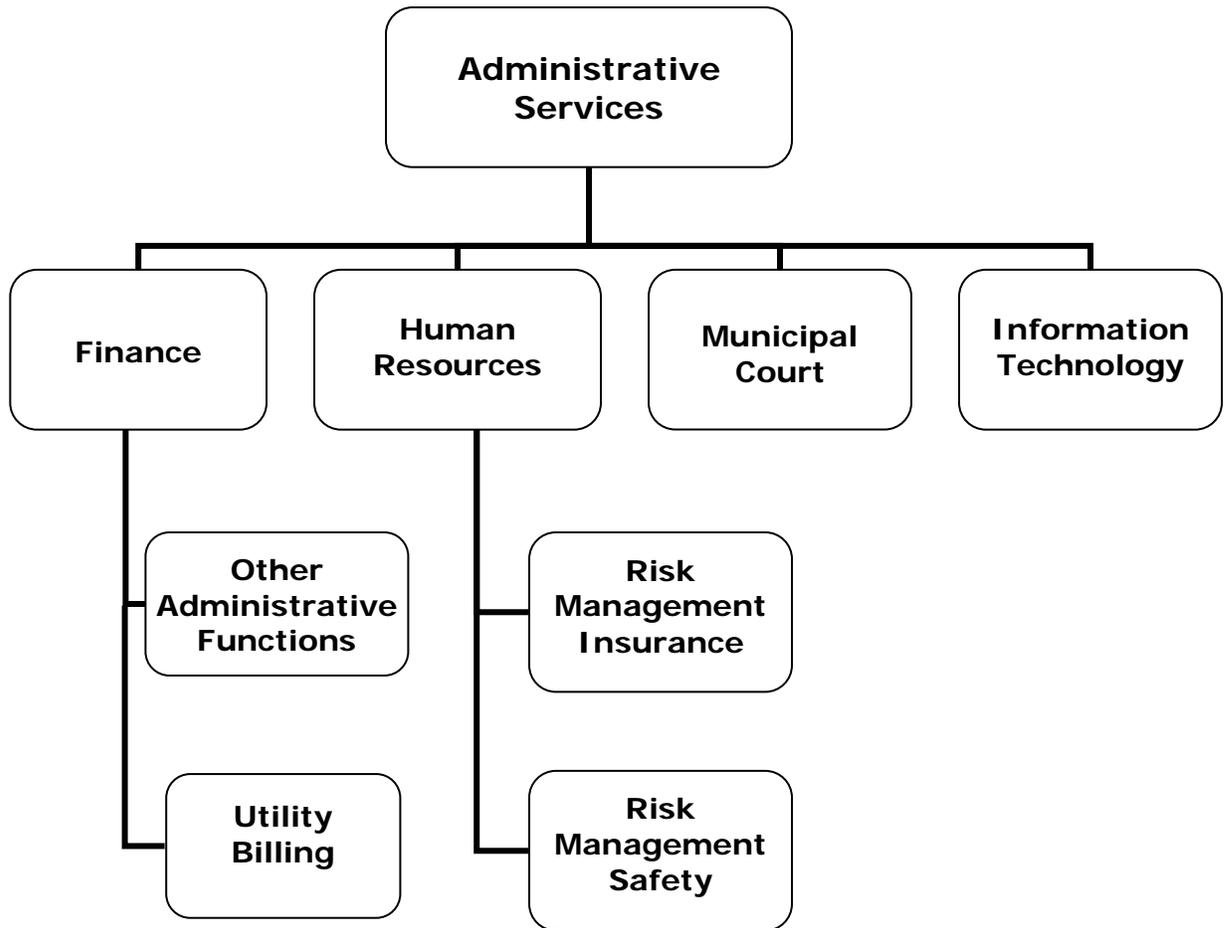
CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
SALARIES	\$1,004,273	\$853,013	\$847,513	\$599,617	\$841,429	\$868,568	1.8%
SUPPLIES	22,021	27,780	32,646	21,215	26,636	28,780	3.6%
MAINTENANCE	0	0	0	0	0	0	0.0%
SERVICES	111,486	134,944	289,072	177,312	281,929	149,420	10.7%
CLASSIFICATION TOTAL	\$1,137,780	\$1,015,737	\$1,169,231	\$798,144	\$1,149,994	\$1,046,768	3.1%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
ADMINISTRATION	4.40	4.40	4.40	4.00	4.00	4.00	0.0%
ECONOMIC DEVELOPMENT	1.00	1.00	1.00	1.00	1.00	1.00	0.0%
PERSONNEL TOTAL	5.40	5.40	5.40	5.00	5.00	5.00	-7.4%

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0301-413.4110	FULLTIME SALARIES & WAGES	\$445,262	\$493,953	\$495,153	\$349,446	\$496,353	\$511,815
001-0301-413.4130	OVERTIME PAY	7,466	4,938	4,938	3,707	4,943	5,138
001-0301-413.4143	LONGEVITY PAY	3,678	1,475	1,475	1,550	1,550	1,790
001-0301-413.4144	VEHICLE ALLOWANCE	6,075	0	0	0	0	0
001-0301-413.4149	CELL PHONE ALLOWANCE	3,150	3,600	2,400	900	1,200	1,200
001-0301-413.4190	ACCRUED PAYROLL	163,602	0	0	0	0	0
001-0301-413.4220	PART-TIME WAGES W/O BENEFITS	11,821	14,091	8,591	2,931	2,931	0
001-0301-413.4710	SOCIAL SECURITY/MEDICARE	37,152	33,627	33,627	23,936	31,915	33,807
001-0301-413.4720	TMRS RETIREMENT	100,193	80,382	80,382	56,594	79,459	83,243
001-0301-413.4810	HEALTH/DENTAL INSURANCE	49,202	44,931	44,931	33,557	44,934	52,470
001-0301-413.4820	LIFE INSURANCE	1,378	1,326	1,326	1,072	1,429	1,357
001-0301-413.4821	TERM LIFE INSURANCE	851	0	0	0	0	0
001-0301-413.4830	DISABILITY INSURANCE	1,511	1,459	1,459	1,260	1,681	1,750
001-0301-413.4840	WORKERS COMP INSURANCE	1,004	760	760	568	758	822
001-0301-413.4850	EAP SERVICES	276	290	290	208	277	232
001-0301-413.4890	FLEX PLAN ADMINISTRATION	102	86	86	165	219	177
	TOTAL SALARIES & BENEFITS	\$832,723	\$680,918	\$675,418	\$475,894	\$667,649	\$693,801
50 - SUPPLIES							
001-0301-413.5100	OFFICE SUPPLIES	\$1,042	\$0	\$0	\$0	\$0	\$0
001-0301-413.5200	PERSONNEL SUPPLIES	4,467	400	400	0	0	400
001-0301-413.5221	5 STAR FUNCTION SUPPLIES	7,350	8,900	10,700	10,048	10,700	8,900
001-0301-413.5400	OPERATING SUPPLIES	3,062	7,480	6,480	3,752	5,003	7,480
001-0301-413.5800	OPERATING EQUIPMENT<\$5000	2,659	5,000	9,166	5,575	7,433	5,000
	TOTAL SUPPLIES	\$18,580	\$21,780	\$26,746	\$19,375	\$23,136	\$21,780
70 - SERVICES							
001-0301-413.7221	5 STAR FUNCTION SERVICES	\$4,384	\$4,600	\$2,800	\$683	\$2,800	\$4,600
001-0301-413.7350	SURETY BONDS	86	0	0	0	0	0
001-0301-413.7400	OPERATING SERVICES	1,872	2,631	3,631	2,743	3,657	2,630
001-0301-413.7401	POSTAL / COURIER SERVICES	150	750	750	101	500	750
001-0301-413.7421	FRIENDSWOOD NEWSLETTER	819	1,000	1,000	819	1,092	1,000
001-0301-413.7492	SPECIAL EVENTS	0	500	500	0	500	500
001-0301-413.7510	TRAINING	1,010	3,823	3,823	1,325	1,767	3,820
001-0301-413.7520	TRAVEL EXPENSES & REIMBURSE	647	4,584	4,584	4,279	5,705	4,580
001-0301-413.7530	MEMBERSHIPS	1,483	2,300	2,300	2,272	2,272	2,300
001-0301-413.7612	TELEPHONE/COMMUNICATIONS	0	676	676	89	89	680
001-0301-413.7800	CONTRACT SERVICES	40,067	40,000	89,896	36,550	87,095	55,240
001-0301-413.7801	GRANT SERVICES	4,387	0	78,612	49,741	78,612	0
	TOTAL SERVICES	\$54,905	\$60,864	\$188,572	\$98,602	\$184,089	\$76,100
0301 - CITY MANAGER ADMIN		\$906,208	\$763,562	\$890,736	\$593,871	\$874,874	\$791,681

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0303-419.4110	FULLTIME SALARIES & WAGES	\$114,473	\$116,801	\$117,951	\$87,946	\$122,563	\$127,459
001-0303-419.4143	LONGEVITY PAY	1,095	1,135	1,135	1,155	1,155	1,215
001-0303-419.4144	VEHICLE ALLOWANCE	5,400	5,400	5,400	788	788	0
001-0303-419.4145	INCENTIVE-CERTIFICATE PAY	1,500	0	0	1,125	1,500	1,500
001-0303-419.4149	CELL PHONE ALLOWANCE	1,200	1,200	50	50	50	0
001-0303-419.4710	SOCIAL SECURITY/MEDICARE	8,726	8,769	8,769	6,516	8,769	9,531
001-0303-419.4720	TMRS RETIREMENT	19,649	19,365	19,365	14,493	19,365	20,841
001-0303-419.4810	HEALTH/DENTAL INSURANCE	18,461	18,461	18,461	10,751	18,461	13,041
001-0303-419.4820	LIFE INSURANCE	369	344	344	283	377	360
001-0303-419.4830	DISABILITY INSURANCE	387	361	361	318	361	443
001-0303-419.4840	WORKERS COMP INSURANCE	196	179	179	145	193	206
001-0303-419.4850	EAP SERVICES	68	58	58	48	58	58
001-0303-419.4890	FLEX PLAN ADMINISTRATION	26	22	22	105	140	113
	TOTAL SALARIES & BENEFITS	\$171,550	\$172,095	\$172,095	\$123,723	\$173,780	\$174,767
50 - SUPPLIES							
001-0303-419.5100	OFFICE SUPPLIES	\$19	\$0	\$0	\$0	\$0	\$0
001-0303-419.5400	OPERATING SUPPLIES	3,422	6,000	5,900	1,840	3,500	7,000
	TOTAL SUPPLIES	\$3,441	\$6,000	\$5,900	\$1,840	\$3,500	\$7,000
70 - SERVICES							
001-0303-419.7400	OPERATING SERVICES	\$5,763	\$9,600	\$10,920	\$7,841	\$10,455	\$9,600
001-0303-419.7401	POSTAL / COURIER SERVICES	0	200	200	0	0	200
001-0303-419.7491	ADVERTISING/PUBLIC NOTICE	11,194	22,000	22,000	14,750	20,000	22,000
001-0303-419.7510	TRAINING	2,100	3,090	3,090	1,045	3,090	3,090
001-0303-419.7520	TRAVEL EXPENSES & REIMBURSE	3,584	3,800	3,800	2,854	3,805	3,800
001-0303-419.7530	MEMBERSHIPS	1,940	2,215	2,315	1,720	2,315	2,460
001-0303-419.7800	CONTRACT SERVICES	20,000	33,175	33,175	25,500	33,175	32,170
001-0303-419.7921	PRGM 380 ECON DEV GRANTS	12,000	0	25,000	25,000	25,000	0
	TOTAL SERVICES	\$56,581	\$74,080	\$100,500	\$78,710	\$97,840	\$73,320
0303 - ECONOMIC DEVELOPMENT		\$231,572	\$252,175	\$278,495	\$204,273	\$275,120	\$255,087



Department Mission

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

Current Operations

Finance is responsible for several areas.

- **Accounting** function of the department is responsible for the City's day to day operations of all financial activities including accounts payable, payroll, revenue collection, debt management, financial reporting and grant reporting. The division ensures adherence to accounting standards, Charter requirements and State law. Accounting staff, working with external auditors, performs the annual audit and prepares the Comprehensive Annual Financial Report.
- **Fiscal Operations** function of the department is responsible for developing and managing the City's adopted budget, coordinating utility billing, collection and customer information functions, and processing payments for the alarm permit/fines program. With oversight from the City's Investment Committee and in accordance with the City's Investment Policy, staff assists the Director of Administrative Services with reporting the investment of the City's financial resources.
- **Purchasing** function of the department is responsible for generating purchase orders daily and ensuring compliance with local, state and federal regulations in the City's procurement of goods and services. Working in conjunction with City departments, the Purchasing Coordinator, develops bid/proposal specifications, maintains service contracts/agreements, oversees the P-card program and properly disposes of assets which have surpassed useful life cycles.

Municipal Court is responsible for bringing fair and impartial conclusion to all misdemeanor cases filed in the City by maintaining accurate records of all court cases filed and disposed of, as well as processing payments and serving warrants. With the exception of holidays, Municipal Court sessions are Wednesday evenings and periodic Wednesday mornings of each month. The court keeps a schedule that minimizes the delay in setting court dates and promotes efficient operations.

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

Information Technology (IT) is responsible for providing reliable computer systems and phone services with a timely and efficient systems support to all departments by maximizing technology related resources, maintaining a current standard of hardware and software, and offering technical guidance and planning for future systems direction and support. It is our mission to continue to research and enable a broad range of new services and technology projects where innovations are expected to improve service delivery or provide new or enhanced public services more efficiently. IT delivers EPIC (Excellent, Proactive, Impactful, Customer-focused) technology services to enhance the community experience.

Departmental Accomplishments in FY 2018-19

- Earned the City’s 31th GFOA Award for Excellence in Financial Reporting
- Earned the City’s 16th GFOA Distinguished Budget Presentation Award
- Implemented Tyler Technology EnerGov Building Dept. software
- Cyber Security Public Training for Cyber Security Awareness Month in October
- Various facility security camera replacement projects initiated
- Successful student internship for Information Technology Department
- Replacement of phone system with VoIP phone system
- Formulating deployment of NIST Best Practices for Cybersecurity
- Implementation of commercial fiber connection to Blackhawk facility
- Implementation of redundant internet connection housed at city hall for connectivity
- Implementation of Civic Clerk for an agenda solution
- Hosted TAGITM regional summit for neighboring municipality IT departments
- Replacement of body camera and in-car dash camera system for PD
- Cybersecurity in-person training program put into effect
- Currently at \$150,000 in annual savings made from phone circuit audits
- Build out of IT infrastructure needs within the Blackhawk facility to move staff into building
- Two factor authentication for compliance requirements
- Wireless backhaul between city hall and the new pool office building
- Expanded centralization of the City’s purchasing function
- Expanded procurement card program

Highlights of the Budget

The following forces at work and decision packages are included with the FY20 adopted budget.

Forces at Work (FAW)

Description	Type	Amount
Public Works Software Program (FAW)	One Time Cost	\$65,000
	Ongoing Cost	\$20,000
Security Cameras	One Time Cost	\$56,000
	Ongoing Cost	\$10,000
Tyler Operating System upgrades	One Time Cost	\$15,000
IT Services to Fire Stations	One Time Cost	\$15,000
	Ongoing Cost	\$5,000

Administrative Services

Decision Packages

Description	Type	Amount
Private Fiber Replacement CH to Library and CH to Activity Bldg (PEG Funding)	One Time Cost Ongoing Cost	\$150,000
CH Conference Rooms Tech Upgrades (PEG Funding)	One Time Cost Ongoing Cost	\$177,000
KnowBe4 Cybersecurity Training (PEF Funding)	One Time Cost Ongoing Cost	\$11,000
CITY WIDE MERIT 2.75%	General Fund Water & Sewer Fund	\$475,549 \$57,904
ASO Admin Assistant Position (FTE 1.0)	One Time Cost Ongoing Cost	\$1,000 \$64,651

The following decision packages are not included with the FY20 adopted budget.

Description	Type	Amount
Additional Internet Services and Firewall	One Time Cost Ongoing Cost	\$22,100
Network Attached Storage (NAS) Data Protection	One Time Cost Ongoing Cost	\$25,000
IT Business Analyst I	One Time Cost Ongoing Cost	\$100,504
Wellness Program	One Time Cost Ongoing Cost	\$15,000

Major Departmental Goals for FY 2019-20

- Earn GFOA's Certificate of Achievement for Excellence in Financial Reporting for the 32nd consecutive year
- Earn GFOA's Distinguished Budget Award special recognition for performance measures and capital project section of the FY20 budget document
- Revise the City's Vehicle Replacement Plan
- Continue to implement program for procurement cards
- Continue to develop and monitor a community service program to support indigence issues in Municipal Court
- Train and certify all court security personnel
- Train associate judge
- Continue to expand computer server virtualization and redundancy for protecting the data with Blackhawk facility
- Continue enhancement of the Utility Billing page of the City's website to improve customer service
- Standardized IT Procedures and Policies
- Enhanced User Security Awareness Training and Cyber Security training
- Maintaining the IT infrastructure to accommodate new technology
- Implement a Disaster Recovery plan for servers and data
- Develop a Computer Replacement Program to fund a rolling technology refresh
- Replace aged fiber circuits from city hall to the library and activities center
- Student internship for Information Technology Department with Fisd
- Add firewall's for security to redundant internet connection housed at city hall
- Partnership with Fisd to get school security cameras to stream to PD
- Partnership with Fisd to get SRO's city desktops in school to perform PD duties remotely
- Install NTP appliance to resolve time sync issues
- Incode ESS/CSS deployment
- SD-WAN solutions for phone and internet redundancy
- Public Works software solution
- Various facility security camera replacement projects
- AFIS service circuit move
- Various PEG Channel upgrade projects
- Development of an internal ISOC/NOC (information security operations center/network operations center) for IT
- Expansion of wireless backhaul at new pool office to include pump room and add on security cameras
- Mobility solutions to increase staff efficiency out in the field

Administrative Services

Supports the City's Strategic Goals:

1-Communication, 2-Economic Development, 4-Partnerships, 5-Public Safety, and 6-Organizational Development

Performance Measures by Division

Finance & Other Admin Functions*	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE)*	12.0	12.0	12.0	12.0	13.0
Division Expenditures*	\$1,539,486	\$1,522,617	\$1,700,693	\$1,600,755	\$1,785,073
Outputs					
Number of Prepared CAFR	1	1	1	1	1
Number of monthly financial reports prepared	0	6	12	12	12
Number of proposed & adopted budget documents prepared	2	2	2	2	2
# of A/P check runs	60	60	50	58	50
# of A/P paper checks issued/EFT	4,096/ 2,846	3,630/ 1,393	3,500/ 1,200	2,772/ 1,583	2,447/ 1,773
# of P-Card transactions / spend total**	n/a	606 / \$76,257**	1,830 / \$243,806	2,439 / \$325,076	3,756 / \$466,680
Utility bills generated	78,409	84,723	79,500	86,000	86,000
Number of False Alarms billed	Data not available	1,306	--	1,500	1,500
Measures of Effectiveness					
GFOA CAFR Awards earned	29	30	31	31	32
% of Financial Reports delivered monthly by 15 th **	n/a	n/a	100%	75%	100%
GFOA Budget Awards earned	13	14	16	16	17
% Proposed & adopted budgets delivered by charter requirement dates	100%	100%	100%	100%	100%
% of bi-monthly billings produced by the 15 th & 30 th /31 st of ea. month (4 utility cycles – 13,670 accounts)	99%	100%	100%	100%	100%
Measures of Efficiency					
Monthly operational cost*	\$128,291	\$128,312	\$141,724	\$133,396	\$148,756
Division expenditures per capita*	\$39.11	\$38.09	\$41.58	\$39.13	\$43.31

*Includes Finance divisions within the General Fund and Water & Sewer Fund.

**Began tracking new measure in FY19. P-card program started April 2018.

Administrative Services

Municipal Court	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE)*	6.7	5.6	5.6	5.6	5.6
Division Expenditures	\$391,081	\$390,743	\$409,848	\$405,949	\$419,183
Outputs					
Revenue generated	\$648,197	\$633,060	\$691,350	\$749,180	\$741,710
# of cases filed with court	4,922	5,332	5,500	5,075	5,000
# of cases disposed	5,616	3,825	5,000	3,550	4,000
# of warrants issued	1,639	1,784	1,600	1,902	1,800
# of warrants cleared (court staff)	1,099	995	1,000	1,300	1,100
# of warrants served (police dept)	453	392	500	504	500
Measures of Effectiveness					
% of warrants cleared	67%	58%	63%	68%	61%
Total number of warrants outstanding	4,191	3,775	4,200	3,600	3,600
# of Municipal Court sessions held	50	49	50	50	50
Measures of Efficiency					
Monthly operational cost	\$32,590	\$32,562	\$34,154	\$33,829	\$34,932
Division expenditures per capita	\$9.94	\$9.67	\$10.02	\$9.92	\$10.17

**In FY18, the prosecutor positions were moved to the City Attorney division.*

Administrative Services

Human Resources, Insurance, & Risk Management	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
City's total full time equivalents (FTE)	225.09	229.09	232.75	235.55	237.35
Division's # of FTE	5	5	5	5	5
Division Expenditures	\$847,006	\$887,346	\$974,232	\$937,746	\$1,030,697
Outputs					
# of Job Requisitions Processed	43	35	40	40	40
# of criminal background checks completed	85	76	80	80	80
# of employees trained during new hire orientation	42	28	60	45	45
# of employees trained during safety meetings	428	494	475	500	525
Measures of Effectiveness					
Total # of applications processed	8,388	9,892	9,000	10,000	10,000
Total # of new hire orientation sessions held	6	3	11	11	11
Total # of safety meetings and programs conducted	21	18	36	20	22
Total # of work-related reportable incidents	4	1	2	2	2
Measures of Efficiency					
Employee Turnover Rate	13.2%	12.7%	10%	11%	12%
Monthly operational cost	\$70,584	\$73,946	\$81,186	\$78,146	\$85,891
Division expenditures per City's total full time equivalents (FTE)	\$3,763	\$3,873	\$4,186	\$3,981	\$4,343

Administrative Services

Information Technology	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
City's total full time equivalents (FTE)	225.09	229.09	232.75	235.55	237.35
# of full time equivalents (FTE's)	4	5	5	5	5
Division Expenditures	\$1,090,037	\$1,294,227	\$1,131,439	\$1,256,595	\$1,684,193
Outputs					
# of users supported	220	220	220	220	220
# of work orders closed	1,862	2,801	2,800	3,275	3,500
# of PC's/laptops/iPads supported	240	275	240	325	340
# of servers supported	37	45	37	56	60
# of printers/scanners supported	43/21	47/47	43/21	49/47	50/50
# of applications supported	40+	40+	40+	40+	40+
# of networks supported	30 net/ subnet	33 net/subnet	35 net/ subnet	35 net/subnet	40 net/subnet
Measures of Effectiveness					
% of Server, software, network availability during normal business hours	99.9%	99.9%	99.9%	99.9%	99.9%
% of support hours	45%	45%	55%	52%	50%
% of project hours	55%	55%	45%	48%	50%
Average time to close work orders (hours)	< 1 hour	8 hours	8 hour	16 hours	16 hours
Measures of Efficiency					
Average # of work order request closed per month	180.25	233	240	284	310
Division expenditures per full time employee (FTE)	\$4,843	\$5,649	\$4,861	\$5,335	\$7,096
Division expenditures per capita	\$27.70	\$32.01	\$27.66	\$30.72	\$40.86

**ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
FINANCE	\$912,660	\$1,020,604	\$1,021,424	\$693,002	\$995,058	\$1,123,653	10.1%
OTHER FUNCTIONS	180,821	240,904	240,904	132,744	183,031	217,900	-9.5%
MUNICIPAL COURT	390,743	409,848	409,848	283,134	405,949	419,183	2.3%
HUMAN RESOURCES	420,794	485,898	486,648	285,244	460,233	481,429	-0.9%
INSURANCE (GF)	169,350	176,400	176,400	147,513	170,500	207,241	17.5%
RISK MANAGEMENT (GF)	164,027	177,434	177,434	112,133	171,922	179,929	1.4%
INFORMATION TECHNOLOGY	1,294,227	1,131,439	1,289,014	932,526	1,256,595	1,684,193	48.9%
UTILITY BILLING (W/S)	429,136	439,185	438,594	297,413	422,666	443,520	1.0%
INSURANCE (W/S)	133,175	134,500	135,091	118,671	135,091	162,098	20.5%
DEPARTMENT TOTAL	\$4,094,933	\$4,216,212	\$4,375,357	\$3,002,380	\$4,201,045	\$4,919,146	16.7%

EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
SALARIES & BENEFITS	\$2,422,137	\$2,596,024	\$2,596,024	\$1,835,503	\$2,580,883	\$2,741,539	5.6%
SUPPLIES	309,494	86,560	103,203	53,150	93,493	133,420	54.1%
MAINTENANCE	58,527	73,051	73,051	27,502	69,067	72,060	0.0%
SERVICES	1,269,481	1,413,705	1,404,178	934,406	1,281,690	1,558,519	10.2%
CAPITAL OUTLAY	35,294	35,264	189,793	151,819	175,912	402,000	1040.0%
OTHER	0	11,608	9,108	0	0	11,608	0.0%
CLASSIFICATION TOTAL	\$4,094,933	\$4,216,212	\$4,375,357	\$3,002,380	\$4,201,045	\$4,919,146	16.7%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
FINANCE - (GF)	8.00	8.00	8.00	8.00	8.00	9.00	12.5%
FINANCE - (W/S)	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
MUNICIPAL COURT	5.60	5.60	5.60	5.60	5.60	5.60	0.0%
HUMAN RESOURCES	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
RISK MANAGEMENT - (GF)	1.00	1.00	1.00	1.00	1.00	1.00	0.0%
INFORMATION TECHNOLOGY	5.00	5.00	5.00	5.00	5.00	5.00	0.0%
PERSONNEL TOTAL	27.60	27.60	27.60	27.60	27.60	28.60	0.0%

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0401-415.4110	FULLTIME SALARIES & WAGES	\$584,238	\$630,610	\$636,310	\$452,627	\$640,922	\$701,966
001-0401-415.4130	OVERTIME PAY	1,128	1,317	1,317	1,043	1,391	1,798
001-0401-415.4131	HOLIDAY HRS WORKED	0	0	0	184	184	0
001-0401-415.4143	LONGEVITY PAY	3,666	3,800	3,800	3,740	3,740	4,205
001-0401-415.4144	VEHICLE ALLOWANCE	5,513	5,400	5,400	788	788	0
001-0401-415.4145	INCENTIVE-CERTIFICATE PAY	13,050	14,100	14,100	11,025	14,700	14,100
001-0401-415.4149	CELL PHONE ALLOWANCE	5,850	6,000	300	250	250	0
001-0401-415.4190	ACCRUED PAYROLL	1,335	0	0	0	0	0
001-0401-415.4710	SOCIAL SECURITY/MEDICARE	44,030	47,313	47,313	33,492	47,313	52,644
001-0401-415.4720	TMRS RETIREMENT	97,722	105,450	105,450	74,746	105,450	115,564
001-0401-415.4810	HEALTH/DENTAL INSURANCE	66,664	74,102	74,102	60,324	74,102	93,323
001-0401-415.4820	LIFE INSURANCE	1,839	1,712	1,712	1,432	1,909	1,957
001-0401-415.4830	DISABILITY INSURANCE	1,964	1,826	1,826	1,636	2,181	2,431
001-0401-415.4840	WORKERS COMP INSURANCE	974	1,364	1,364	745	1,364	1,139
001-0401-415.4850	EAP SERVICES	547	465	465	387	516	538
001-0401-415.4890	FLEX PLAN ADMINISTRATION	202	173	173	561	748	728
	TOTAL SALARIES & BENEFITS	\$828,722	\$893,632	\$893,632	\$642,980	\$895,558	\$990,393
50 - SUPPLIES							
001-0401-415.5100	OFFICE SUPPLIES	\$3,724	\$0	\$0	\$0	\$0	\$0
001-0401-415.5200	PERSONNEL SUPPLIES	317	405	405	0	405	570
001-0401-415.5400	OPERATING SUPPLIES	2,088	7,660	7,660	3,473	7,000	7,960
001-0401-415.5800	OPERATING EQUIPMENT<\$5000	4,497	515	515	300	515	520
	TOTAL SUPPLIES	\$10,626	\$8,580	\$8,580	\$3,773	\$7,920	\$9,050
70 - SERVICES							
001-0401-415.7120	AUDIT SERVICES	\$38,395	\$34,380	\$34,380	\$18,930	\$34,380	\$34,380
001-0401-415.7140	CONSULTING SERVICES	11,692	14,425	15,245	0	15,245	7,520
001-0401-415.7400	OPERATING SERVICES	2,198	2,655	6,137	5,686	6,137	3,420
001-0401-415.7401	POSTAL / COURIER SERVICES	1,950	2,500	2,500	1,363	2,500	2,500
001-0401-415.7497	RECRUITMENT ADVERTISING	0	500	500	0	0	0
001-0401-415.7510	TRAINING	6,658	16,220	13,388	9,169	13,388	19,830
001-0401-415.7520	TRAVEL EXPENSES & REIMBURSE	9,545	11,450	11,450	5,976	11,450	13,750
001-0401-415.7530	MEMBERSHIPS	1,724	1,832	1,832	1,110	1,480	2,180
001-0401-415.7800	CONTRACT SERVICES	1,150	34,430	33,780	4,015	7,000	40,630
	TOTAL SERVICES	\$73,312	\$118,392	\$119,212	\$46,249	\$91,580	\$124,210
0401 - FINANCE		\$912,660	\$1,020,604	\$1,021,424	\$693,002	\$995,058	\$1,123,653

0406 - OTHER ADMIN FUNCTIONS

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
70 - SERVICES							
001-0406-415.7431	TAX APPRAISAL SERVICES	\$168,832	\$169,270	\$169,270	\$123,961	\$169,270	\$148,070
001-0406-415.7432	TAX COLLECTION SERVICES	7,093	8,359	8,359	6,383	8,511	6,500
001-0406-415.7433	PROPERTY TAX REFUND	0	58,025	58,025	0	0	58,020
001-0406-415.7435	COUNTY TAX OFFICE IN CH	4,896	5,000	5,000	2,400	5,000	5,000
001-0406-415.7491	ADVERTISING/PUBLIC NOTICE	0	250	250	0	250	310
	TOTAL SERVICES	\$180,821	\$240,904	\$240,904	\$132,744	\$183,031	\$217,900
0406 - OTHER ADMINISTRATION FUNCTIONS		\$180,821	\$240,904	\$240,904	\$132,744	\$183,031	\$217,900

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0409-412.4110	FULLTIME SALARIES & WAGES	\$198,471	\$202,314	\$202,314	\$144,943	\$202,314	\$208,292
001-0409-412.4130	OVERTIME PAY	2,878	7,000	7,000	2,067	2,755	3,596
001-0409-412.4143	LONGEVITY PAY	628	650	650	720	720	970
001-0409-412.4145	INCENTIVE-CERTIFICATE PAY	9,230	4,200	4,200	7,240	9,650	9,000
001-0409-412.4190	ACCRUED PAYROLL	1,486	0	0	0	0	0
001-0409-412.4220	PART-TIME WAGES W/O BENEFITS	63,603	68,280	68,280	45,228	68,280	69,826
001-0409-412.4710	SOCIAL SECURITY/MEDICARE	20,539	21,282	21,282	15,114	21,282	22,050
001-0409-412.4720	TMRS RETIREMENT	33,799	34,159	34,159	24,663	34,159	35,520
001-0409-412.4810	HEALTH/DENTAL INSURANCE	33,212	29,109	29,109	21,505	29,109	29,493
001-0409-412.4820	LIFE INSURANCE	711	589	589	463	617	604
001-0409-412.4830	DISABILITY INSURANCE	753	618	618	519	692	742
001-0409-412.4840	WORKERS COMP INSURANCE	435	413	413	316	423	461
001-0409-412.4850	EAP SERVICES	440	232	232	295	394	232
001-0409-412.4890	FLEX PLAN ADMINISTRATION	100	86	86	72	96	87
	TOTAL SALARIES & BENEFITS	\$366,285	\$368,932	\$368,932	\$263,145	\$370,491	\$380,873
50 - SUPPLIES							
001-0409-412.5100	OFFICE SUPPLIES	\$5,525	\$0	\$0	\$0	\$0	\$0
001-0409-412.5200	PERSONNEL SUPPLIES	190	280	280	0	0	280
001-0409-412.5400	OPERATING SUPPLIES	345	5,200	5,200	3,549	4,732	5,500
	TOTAL SUPPLIES	\$6,060	\$5,480	\$5,480	\$3,549	\$4,732	\$5,780
70 - SERVICES							
001-0409-412.7350	SURETY BONDS	\$0	\$100	\$100	\$0	\$0	\$0
001-0409-412.7400	OPERATING SERVICES	0	1,000	1,000	0	0	1,000
001-0409-412.7401	POSTAL / COURIER SERVICES	2,838	4,000	4,000	1,932	2,576	4,000
001-0409-412.7510	TRAINING	1,486	9,980	9,980	6,596	8,794	6,970
001-0409-412.7520	TRAVEL EXPENSES & REIMBURSE	723	2,500	2,500	120	1,500	2,700
001-0409-412.7530	MEMBERSHIPS	235	320	320	160	320	360
001-0409-412.7540	PUBLICATIONS	36	36	36	16	36	0
001-0409-412.7800	CONTRACT SERVICES	13,080	17,500	17,500	7,616	17,500	17,500
	TOTAL SERVICES	\$18,398	\$35,436	\$35,436	\$16,440	\$30,726	\$32,530
0409 - MUNICIPAL COURT		\$390,743	\$409,848	\$409,848	\$283,134	\$405,949	\$419,183

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0410-415.4110	FULLTIME SALARIES & WAGES	\$211,619	\$226,580	\$227,730	\$165,668	\$227,730	\$229,258
001-0410-415.4120	PART-TIME WAGES	31,777	31,077	31,077	12,274	31,077	31,593
001-0410-415.4130	OVERTIME PAY	2,477	2,573	2,573	3,753	5,004	3,083
001-0410-415.4143	LONGEVITY PAY	1,385	1,545	1,545	1,610	1,610	1,785
001-0410-415.4145	INCENTIVE-CERTIFICATE PAY	5,850	4,200	4,200	4,200	4,200	6,000
001-0410-415.4149	CELL PHONE ALLOWANCE	1,200	1,200	50	50	50	0
001-0410-415.4710	SOCIAL SECURITY/MEDICARE	18,775	19,701	19,701	13,769	19,701	19,989
001-0410-415.4720	TMRS RETIREMENT	40,408	42,612	42,612	29,850	42,612	43,503
001-0410-415.4810	HEALTH/DENTAL INSURANCE	21,008	21,008	21,008	17,049	21,008	24,343
001-0410-415.4820	LIFE INSURANCE	677	636	636	509	678	656
001-0410-415.4830	DISABILITY INSURANCE	709	665	665	569	759	806
001-0410-415.4840	WORKERS COMP INSURANCE	404	4,669	4,669	349	4,466	4,430
001-0410-415.4850	EAP SERVICES	334	290	290	223	297	174
001-0410-415.4880	UNEMPLOYMENT COMPENSATION	0	25,000	25,000	0	0	25,000
001-0410-415.4890	FLEX PLAN ADMINISTRATION	76	65	65	228	304	249
	TOTAL SALARIES & BENEFITS	\$336,699	\$381,821	\$381,821	\$250,101	\$359,496	\$390,869
50 - SUPPLIES							
001-0410-415.5200	PERSONNEL SUPPLIES	\$224	\$450	\$450	\$0	\$300	\$450
001-0410-415.5223	STAFF DEV PROG SUPPLIES	0	3,750	3,750	43	3,750	3,750
001-0410-415.5400	OPERATING SUPPLIES	3,234	5,700	5,700	937	5,700	5,700
001-0410-415.5800	OPERATING EQUIPMENT<\$5000	1,151	1,000	0	0	0	1,800
	TOTAL SUPPLIES	\$4,609	\$10,900	\$9,900	\$980	\$9,750	\$11,700
70 - SERVICES							
001-0410-415.7120	AUDIT SERVICES	\$0	\$2,500	\$2,500	\$0	\$0	\$2,500
001-0410-415.7140	CONSULTING SERVICES	0	2,500	2,500	0	0	2,500
001-0410-415.7212	MEDICAL EXAMINATIONS	12,731	16,872	16,872	8,324	16,872	16,880
001-0410-415.7220	PERSONNEL EVENTS/PROGRAMS	3,820	9,800	10,550	2,404	10,550	9,800
001-0410-415.7223	STAFF DEV PROG SERVICES	259	6,400	6,000	0	6,000	6,400
001-0410-415.7400	OPERATING SERVICES	14,287	1,500	1,900	1,730	12,000	6,480
001-0410-415.7401	POSTAL / COURIER SERVICES	89	375	375	48	150	370
001-0410-415.7491	ADVERTISING/PUBLIC NOTICE	150	350	350	0	350	350
001-0410-415.7496	CRIMINAL HISTORY SERVICES	1,695	8,090	6,090	838	2,000	8,090
001-0410-415.7497	RECRUITMENT ADVERTISING	0	500	500	175	250	500
001-0410-415.7510	TRAINING	4,224	7,325	7,325	2,533	5,500	7,330
001-0410-415.7520	TRAVEL EXPENSES & REIMBURSE	9,220	12,650	12,650	3,608	10,000	12,650
001-0410-415.7530	MEMBERSHIPS	819	1,540	1,540	990	1,540	1,540
001-0410-415.7612	TELEPHONE/COMMUNICATIONS	0	350	350	(216)	350	350
001-0410-415.7710	SOFTWARE LICENSE FEE	31,520	19,300	19,300	8,040	19,300	0
001-0410-415.7800	CONTRACT SERVICES	672	3,125	6,125	5,689	6,125	3,120
	TOTAL SERVICES	\$79,486	\$93,177	\$94,927	\$34,163	\$90,987	\$78,860
0410 - HUMAN SERVICES		\$420,794	\$485,898	\$486,648	\$285,244	\$460,233	\$481,429

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
70 - SERVICES							
001-0411-415.7313	MOBILE EQUIPMENT	\$3,339	\$3,350	\$3,350	\$3,109	\$3,350	\$3,350
001-0411-415.7321	GENERAL LIABILITY	7,610	7,600	7,600	6,999	7,600	7,600
001-0411-415.7323	PUBLIC OFFICIAL	15,634	15,700	14,099	13,474	14,099	14,100
001-0411-415.7324	CRIME & ACCIDENT COVERAGE	2,262	2,350	2,350	2,262	2,350	2,350
001-0411-415.7331	WINDSTORM	83,866	80,000	80,000	59,350	80,000	112,441
001-0411-415.7332	REAL & PERSONAL PROPERTY	55,339	60,000	61,601	61,601	61,601	60,000
001-0411-415.7333	FLOOD	700	900	900	718	900	900
001-0411-415.7350	SURETY BONDS	600	2,000	2,000	0	600	2,000
001-0411-415.7380	PRIOR YEAR INSURANCE	0	4,500	4,500	0	0	4,500
	TOTAL SERVICES	\$169,350	\$176,400	\$176,400	\$147,513	\$170,500	\$207,241
0411 - INSURANCE		\$169,350	\$176,400	\$176,400	\$147,513	\$170,500	\$207,241

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0412-415.4110	FULLTIME SALARIES & WAGES	\$74,789	\$83,114	\$84,314	\$62,684	\$88,926	\$93,139
001-0412-415.4130	OVERTIME PAY	5,167	0	0	0	0	0
001-0412-415.4131	HOLIDAY HRS WORKED	442	0	0	0	0	0
001-0412-415.4143	LONGEVITY PAY	940	975	975	1,000	1,000	1,055
001-0412-415.4144	VEHICLE ALLOWANCE	5,400	5,400	5,400	788	788	0
001-0412-415.4145	INCENTIVE-CERTIFICATE PAY	3,300	2,700	2,700	2,925	3,300	3,900
001-0412-415.4149	CELL PHONE ALLOWANCE	1,200	1,200	0	50	50	0
001-0412-415.4710	SOCIAL SECURITY/MEDICARE	6,114	6,274	6,274	4,624	6,274	6,897
001-0412-415.4720	TMRS RETIREMENT	14,498	14,895	14,895	10,734	14,895	15,705
001-0412-415.4810	HEALTH/DENTAL INSURANCE	18,461	18,461	18,461	13,461	18,461	18,461
001-0412-415.4820	LIFE INSURANCE	236	254	254	200	266	271
001-0412-415.4830	DISABILITY INSURANCE	248	266	266	224	299	334
001-0412-415.4840	WORKERS COMP INSURANCE	145	154	154	107	143	155
001-0412-415.4850	EAP SERVICES	68	58	58	48	65	58
001-0412-415.4890	FLEX PLAN ADMINISTRATION	25	22	22	105	140	114
	TOTAL SALARIES & BENEFITS	\$131,033	\$133,773	\$133,773	\$96,950	\$134,607	\$140,089
50 - SUPPLIES							
001-0412-415.5200	PERSONNEL SUPPLIES	\$30	\$2,500	\$2,500	\$0	\$1,500	\$2,500
001-0412-415.5400	OPERATING SUPPLIES	2,134	4,370	4,370	604	3,500	3,760
001-0412-415.5800	OPERATING EQUIPMENT<\$5000	14,218	6,200	6,200	2,810	6,200	4,700
	TOTAL SUPPLIES	\$16,382	\$13,070	\$13,070	\$3,414	\$11,200	\$10,960
70 - SERVICES							
001-0412-415.7212	MEDICAL EXAMINATIONS	\$1,697	\$8,281	\$8,281	\$0	\$4,000	\$3,000
001-0412-415.7220	PERSONNEL EVENTS/PROGRAMS	10,004	12,035	12,035	9,128	12,035	13,000
001-0412-415.7400	OPERATING SERVICES	0	1,000	1,000	0	1,000	0
001-0412-415.7510	TRAINING	2,082	2,475	2,475	1,338	2,475	3,870
001-0412-415.7520	TRAVEL EXPENSES & REIMBURSE	2,424	6,200	6,200	1,043	6,200	8,410
001-0412-415.7530	MEMBERSHIPS	405	600	600	260	405	600
	TOTAL SERVICES	\$16,612	\$30,591	\$30,591	\$11,769	\$26,115	\$28,880
0412 - RISK MANAGEMENT		\$164,027	\$177,434	\$177,434	\$112,133	\$171,922	\$179,929

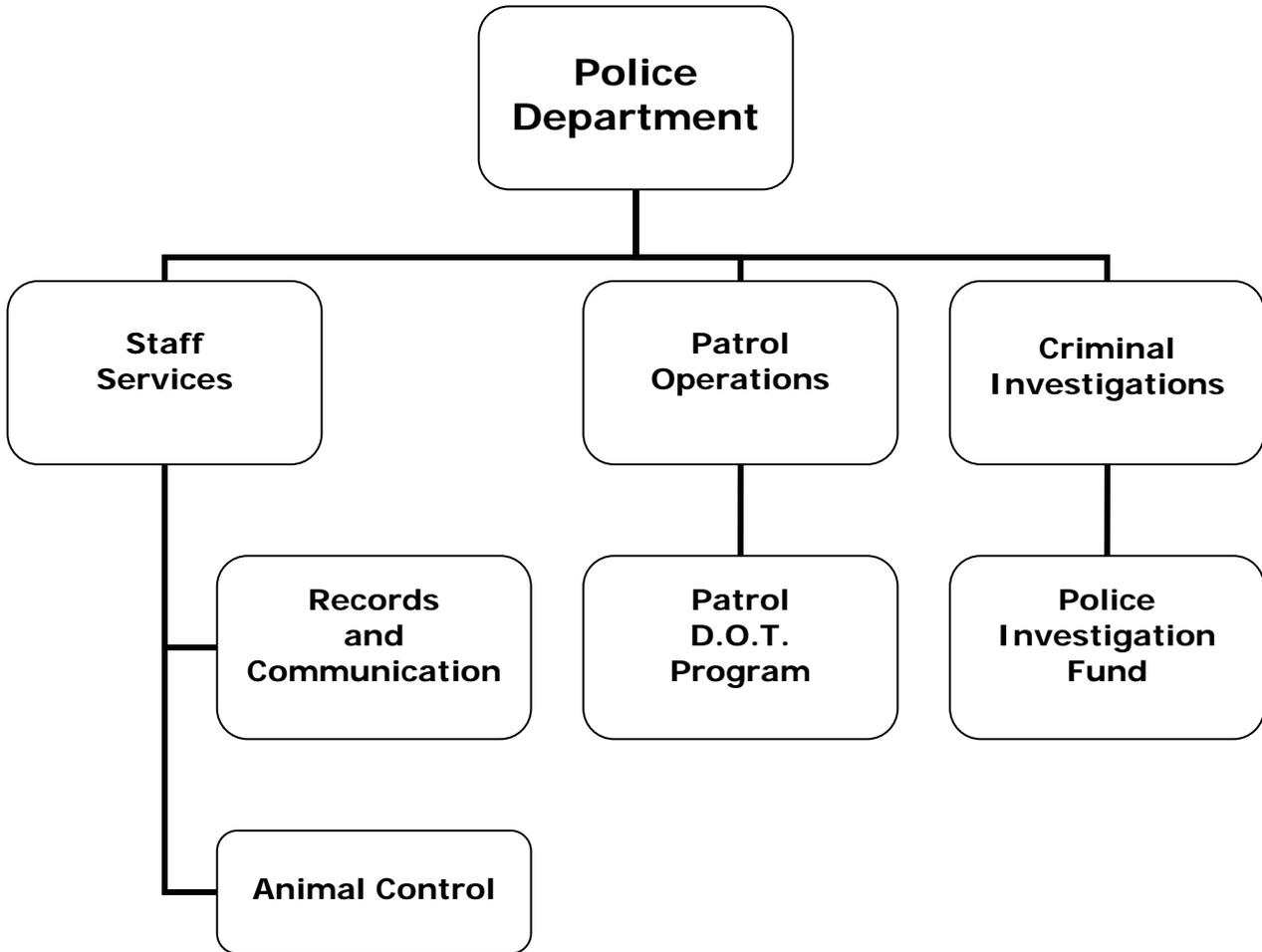
ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-0416-419.4110	FULLTIME SALARIES & WAGES	\$323,819	\$374,402	\$375,602	\$268,439	\$375,602	\$388,785
001-0416-419.4130	OVERTIME PAY	13,846	8,545	8,545	6,003	10,000	8,785
001-0416-419.4131	HOLIDAY HRS WORKED	358	0	0	188	189	0
001-0416-419.4143	LONGEVITY PAY	2,050	2,100	2,100	2,135	2,135	2,500
001-0416-419.4145	INCENTIVE-CERTIFICATE PAY	3,825	3,600	3,600	5,625	7,500	8,100
001-0416-419.4149	CELL PHONE ALLOWANCE	5,250	6,000	4,800	3,450	4,800	4,800
001-0416-419.4190	ACCRUED PAYROLL	5,121	0	0	0	0	0
001-0416-419.4710	SOCIAL SECURITY/MEDICARE	25,687	28,802	28,802	20,938	28,802	30,382
001-0416-419.4720	TMRS RETIREMENT	56,298	62,942	62,942	45,491	62,942	66,116
001-0416-419.4810	HEALTH/DENTAL INSURANCE	51,463	53,427	53,427	38,957	53,427	53,427
001-0416-419.4820	LIFE INSURANCE	1,034	1,073	1,073	857	1,073	1,118
001-0416-419.4830	DISABILITY INSURANCE	1,091	1,123	1,123	962	1,123	1,374
001-0416-419.4840	WORKERS COMP INSURANCE	1,821	1,461	1,461	1,108	1,461	1,596
001-0416-419.4850	EAP SERVICES	300	290	290	242	290	290
001-0416-419.4890	FLEX PLAN ADMINISTRATION	112	108	108	177	236	200
	TOTAL SALARIES & BENEFITS	\$492,075	\$543,873	\$543,873	\$394,572	\$549,580	\$567,473
50 - SUPPLIES							
001-0416-419.5200	PERSONNEL SUPPLIES	\$204	\$200	\$200	\$0	\$200	\$200
001-0416-419.5400	OPERATING SUPPLIES	5,198	4,950	4,950	1,228	4,950	7,350
001-0416-419.5700	COMPUTER SUPPLIES	2,132	2,400	2,400	950	2,400	0
001-0416-419.5800	OPERATING EQUIPMENT<\$5000	260,847	37,820	55,463	37,161	49,548	60,200
001-0416-419.5820	SECURITY CAMERA EQUIPMENT	0	0	0	0	0	25,000
	TOTAL SUPPLIES	\$268,381	\$45,370	\$63,013	\$39,339	\$57,098	\$92,750
60 - MAINTENANCE							
001-0416-419.6700	COMPUTER EQUIP MAINT	\$58,102	\$72,277	\$72,277	\$27,077	\$68,500	\$71,280
	TOTAL MAINTENANCE	\$58,102	\$72,277	\$72,277	\$27,077	\$68,500	\$71,280
70 - SERVICES							
001-0416-419.7400	OPERATING SERVICES	\$24,818	\$15,000	\$4,903	\$857	\$4,902	\$30,500
001-0416-419.7510	TRAINING	8,674	24,300	24,300	17,410	24,300	22,680
001-0416-419.7520	TRAVEL EXPENSES & REIMBURSE	2,745	4,500	4,500	4,114	4,500	6,600
001-0416-419.7530	MEMBERSHIPS	150	375	375	175	375	180
001-0416-419.7710	SOFTWARE LICENSE FEES	0	0	0	0	0	19,300
001-0416-419.7720	SOFTWARE SUPPORT SERVICES	292,549	278,170	278,170	245,639	278,170	361,620
001-0416-419.7723	SOFTWARE SUBSCRIPTION SERV	25,816	16,750	16,750	10,793	16,750	17,550
001-0416-419.7730	INTERNET/WIRELESS SERVICE	47,480	68,560	68,560	40,506	54,008	65,260
001-0416-419.7800	CONTRACT SERVICES	38,143	27,000	22,500	225	22,500	27,000
	TOTAL SERVICES	\$440,375	\$434,655	\$420,058	\$319,719	\$405,505	\$550,690
80 - CAPITAL OUTLAY							
001-0416-419.8400	CAPITAL OPERATING EQUIP	\$0	\$0	\$154,529	\$140,649	\$140,648	\$0
001-0416-419.8800	CAPITAL EQUIPMENT	35,294	35,264	35,264	11,170	35,264	402,000
	TOTAL CAPITAL OUTLAY	\$35,294	\$35,264	\$189,793	\$151,819	\$175,912	\$402,000
0416 - INFORMATION TECHNOLOGY		\$1,294,227	\$1,131,439	\$1,289,014	\$932,526	\$1,256,595	\$1,684,193

401-0401 - UTILITY BILLING (W/S)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-0401-415.4110	FULLTIME SALARIES & WAGES	\$177,570	\$181,950	\$181,950	\$129,177	\$179,236	\$187,903
401-0401-415.4130	OVERTIME PAY	3,329	3,072	3,072	1,322	2,363	3,185
401-0401-415.4143	LONGEVITY PAY	2,155	2,305	2,305	2,390	2,390	2,625
401-0401-415.4145	INCENTIVE-CERTIFICATE PAY	900	900	900	675	900	900
401-0401-415.4710	SOCIAL SECURITY/MEDICARE	13,064	13,328	13,328	9,935	13,328	14,639
401-0401-415.4720	TMRS RETIREMENT	29,193	30,022	30,022	21,257	30,022	31,158
401-0401-415.4810	HEALTH/DENTAL INSURANCE	39,295	40,761	40,761	21,384	40,761	29,349
401-0401-415.4820	LIFE INSURANCE	563	520	520	413	550	529
401-0401-415.4830	DISABILITY INSURANCE	591	546	546	463	617	651
401-0401-415.4840	WORKERS COMP INSURANCE	291	271	271	212	282	308
401-0401-415.4850	EAP SERVICES	271	232	232	194	258	232
401-0401-415.4890	FLEX PLAN ADMINISTRATION	101	86	86	333	444	363
	TOTAL SALARIES & BENEFITS	\$267,323	\$273,993	\$273,993	\$187,755	\$271,151	\$271,842
50 - SUPPLIES							
401-0401-415.5100	OFFICE SUPPLIES	\$1,989	\$0	\$0	\$0	\$0	\$0
401-0401-415.5200	PERSONNEL SUPPLIES	109	160	160	0	0	180
401-0401-415.5400	OPERATING SUPPLIES	1,338	2,800	2,800	2,095	2,793	2,800
401-0401-415.5800	OPERATING EQUIPMENT<\$5000	0	200	200	0	0	200
	TOTAL SUPPLIES	\$3,436	\$3,160	\$3,160	\$2,095	\$2,793	\$3,180
60 - MAINTENANCE							
401-0401-415.6800	EQUIPMENT MAINTENANCE	\$425	\$774	\$774	\$425	\$567	\$780
	TOTAL MAINTENANCE	\$425	\$774	\$774	\$425	\$567	\$780
70 - SERVICES							
401-0401-415.7120	AUDIT SERVICES	\$21,355	\$19,320	\$19,320	\$12,620	\$19,320	\$21,320
401-0401-415.7350	SURETY BONDS	0	2,300	390	0	0	0
401-0401-415.7400	OPERATING SERVICES	589	700	1,489	1,474	1,964	700
401-0401-415.7401	POSTAL / COURIER SERVICES	39,901	36,000	38,500	28,900	38,533	38,300
401-0401-415.7510	TRAINING	50	4,020	4,020	1,010	1,346	2,480
401-0401-415.7520	TRAVEL EXPENSES & REIMBURSE	388	2,420	2,420	1,179	1,572	3,420
401-0401-415.7530	MEMBERSHIPS	140	140	140	60	140	140
401-0401-415.7710	SOFTWARE LICENSE FEE	2,569	3,150	3,150	2,115	3,150	3,150
401-0401-415.7800	CONTRACT SERVICES	92,960	81,600	82,130	59,780	82,130	86,600
	TOTAL SERVICES	\$157,952	\$149,650	\$151,559	\$107,138	\$148,155	\$156,110
90 - OTHER							
401-0401-415.9830	PROVISION FOR UNCOLL A/R	\$0	\$11,608	\$9,108	\$0	\$0	\$11,608
	TOTAL OTHER	\$0	\$11,608	\$9,108	\$0	\$0	\$11,608
401-0401 - FINANCE (W/S)		\$429,136	\$439,185	\$438,594	\$297,413	\$422,666	\$443,520

401-0411 - INSURANCE (W/S)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
70 - SERVICES							
401-0411-415.7313	MOBILE EQUIPMENT	\$2,130	\$2,200	\$2,073	\$2,073	\$2,073	\$2,080
401-0411-415.7321	GENERAL LIABILITY	5,073	5,200	4,580	4,579	4,580	4,580
401-0411-415.7323	PUBLIC OFFICIAL	9,982	10,000	8,542	8,541	8,542	8,540
401-0411-415.7324	CRIME & ACCIDENT COVERAGE	1,290	1,300	3,697	3,697	3,697	4,000
401-0411-415.7331	WINDSTORM	68,623	65,000	64,975	48,559	64,975	91,998
401-0411-415.7332	REAL & PERSONAL PROPERTY	45,277	50,000	50,399	50,398	50,399	50,000
401-0411-415.7333	FLOOD	800	800	825	824	825	900
	TOTAL SERVICES	\$133,175	\$134,500	\$135,091	\$118,671	\$135,091	\$162,098
401-0411 - INSURANCE (W/S)		\$133,175	\$134,500	\$135,091	\$118,671	\$135,091	\$162,098



Mission Statement

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

Fiscal Year 2019 Accomplishments

Friendswood continues to be one of the safest cities in Texas with a crime rate of 9.18 crimes per 1,000 residents. In January 2019, Friendswood was ranked as one of the top ten safest cities in Texas, a recognition based on the total number of crimes per 1,000 residents plus other factors.

The Department actively seeks alternative revenue streams to maintain and improve service levels to City residents. Grant funding and special partnerships enable the Police Department to finance programs and services that benefit the community. Current programs and partnerships include: Crime Victim Assistance program, Bulletproof Vest Partnership, cost sharing programs with Clear Creek Independent School District and Friendswood Independent School District for school safety programs.

During FY19, the Department added two more military style Light Medium Tactical Vehicles (LMTV) bring the fleet of high water rescue vehicles to four. This fiscal year also completed the retrofit and upgrade of the Department's boat fleet and grant funding was used to upgrade the mobile command post.

Current Operations

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

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

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

Criminal Investigations

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

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

Operations Support

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

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

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

Highlights of the Budget

The Fiscal Year 2020 budget for the police department addresses requirements to maintain current operations without a request for any additional sworn peace officer positions. The current full authorized sworn strength is 66 peace officers. The current staffing at Animal Control includes two full time Animal Control officers, one full time Animal Control shelter manager/volunteer coordinator and an Animal Control Supervisor.

The Crime Victim Liaison position has been partially funded by a federal Victims of Crime Act grant managed by the Governor’s office for the past 20 years. The last application for continued funding was filed in early 2018 and we were awarded two years of funding.

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

The following forces at work are included with the FY20 adopted budget.

Description	Type	Amount
FAW – K-9 Replacement	One Time Cost	\$27,500
	Ongoing Cost	\$5,400
FAW – Replacement Mobile Data Terminals (MDT)	One Time Cost	\$31,050

2020 Departmental Goals and Performance Measures

Major Departmental Goals:

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

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

Police Department	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time sworn peace officers	64	64	66	66	66
Department Expenditures	\$9,456,189	\$10,694,515	\$11,210,483	\$11,278,299	\$11,872,801
Outputs					
Total # of Arrests	919	1,179	1,000	1,000	1,000
# of Police Calls For Service	16,258	16,443	22,626	17,000	17,000
# of Domestic Animals Impounded	559	525	525	525	525
Measures of Effectiveness					
Crime Rate	8.91	9.18	10.00	10.00	10.00
Offense Clearance Rate	61	66	64	65	65
# of Traffic Accidents	534	514	515	530	530
# of Animal Adoptions	246	266	250	250	250
Measures of Efficiency					
Average Response Time	9:13	8:23	10:00	10:00	10:00
#minutes from request to arrival – Priority 1	4:45	4:15	5:00	5:00	5:00
Monthly Operating Costs	\$788,016	\$891,210	\$934,207	\$939,858	\$989,400
Department Expenditures per Capita	\$240.26	\$264.55	\$274.06	\$275.72	\$288.06

POLICE DEPARTMENT
DEPARTMENT SUMMARY

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FY19 TO FY20
ADMINISTRATION	\$912,990	\$977,484	\$962,555	\$610,743	\$925,358	\$976,636	-0.1%
COMMUNICATIONS	1,211,103	1,218,936	1,215,336	833,318	1,220,405	1,222,102	0.3%
PATROL	6,260,299	6,463,588	6,649,222	4,738,429	6,647,052	7,096,409	9.8%
PATROL-DOT PROGRAM	131,970	126,587	126,587	43,243	45,636	124,805	-1.4%
CRIMINAL INVESTIGATIONS	1,782,328	1,995,861	1,997,100	1,340,715	2,012,448	2,024,004	1.4%
ANIMAL CONTROL	395,825	428,027	437,135	291,236	427,400	428,845	0.2%
DEPARTMENT TOTAL	\$10,694,515	\$11,210,483	\$11,387,934	\$7,857,684	\$11,278,299	\$11,872,801	5.9%

EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FY19 TO FY20
SALARIES AND BENEFITS	\$8,942,395	\$9,677,706	\$9,677,146	\$6,930,868	\$9,747,617	\$10,227,811	5.7%
SUPPLIES	402,914	424,280	426,693	247,675	363,866	447,370	5.4%
MAINTENANCE	196,110	307,381	298,439	160,153	250,630	335,810	9.2%
SERVICES	582,555	783,116	798,481	521,020	745,010	815,310	4.1%
CAPITAL OUTLAY	570,541	18,000	187,176	(2,033)	171,176	46,500	0.0%
CLASSIFICATION TOTAL	\$10,694,515	\$11,210,483	\$11,387,934	\$7,857,684	\$11,278,299	\$11,872,801	5.9%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FY19 TO FY20
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	51.12	53.78	53.78	53.78	53.78	53.78	0.0%
PATROL-DOT PROGRAM	1.00	1.00	1.00	1.00	1.00	1.00	0.0%
CRIMINAL INVESTIGATIONS	13.00	13.00	13.00	13.00	13.00	13.00	0.0%
ANIMAL CONTROL	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
PERSONNEL TOTAL	87.72	90.38	90.38	90.38	90.38	90.38	0.0%

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-2101-421.4110	FULLTIME SALARIES & WAGES	\$566,361	\$578,393	\$537,838	\$327,672	\$537,838	\$566,040
001-2101-421.4130	OVERTIME PAY	13,103	15,000	15,000	13,876	14,000	15,413
001-2101-421.4131	HOLIDAY HRS WORKED	171	1,000	1,000	2,330	2,330	4,028
001-2101-421.4143	LONGEVITY PAY	6,785	6,970	6,970	6,549	6,549	4,825
001-2101-421.4145	INCENTIVE-CERTIFICATE PAY	18,600	18,900	18,900	15,200	18,900	18,600
001-2101-421.4149	CELL PHONE ALLOWANCE	3,500	3,480	1,560	795	1,060	840
001-2101-421.4190	ACCRUED PAYROLL	0	0	42,475	42,474	42,474	0
001-2101-421.4710	SOCIAL SECURITY/MEDICARE	44,004	44,487	44,487	27,261	44,487	43,527
001-2101-421.4720	TMRS RETIREMENT	96,696	99,487	99,487	65,091	99,487	98,102
001-2101-421.4810	HEALTH/DENTAL INSURANCE	38,295	38,825	38,825	21,544	38,825	52,861
001-2101-421.4820	LIFE INSURANCE	1,781	1,725	1,725	1,059	1,725	1,649
001-2101-421.4830	DISABILITY INSURANCE	1,868	1,809	1,809	1,191	1,809	2,027
001-2101-421.4840	WORKERS COMP INSURANCE	8,926	9,142	9,142	5,994	9,142	7,671
001-2101-421.4850	EAP SERVICES	338	290	290	192	290	290
001-2101-421.4890	FLEX PLAN ADMINISTRATION	126	108	108	246	300	293
	TOTAL SALARIES & BENEFITS	\$800,554	\$819,616	\$819,616	\$531,474	\$819,216	\$816,166
50 - SUPPLIES							
001-2101-421.5100	OFFICE SUPPLIES	\$7,947	\$0	\$0	\$0	\$0	\$0
001-2101-421.5200	PERSONNEL SUPPLIES	648	2,750	2,870	167	700	2,750
001-2101-421.5301	FUEL	2,835	9,996	9,996	3,210	4,280	9,990
001-2101-421.5400	OPERATING SUPPLIES	876	16,500	16,282	5,131	6,842	17,000
001-2101-421.5800	OPERATING EQUIPMENT<\$5000	4,330	2,500	2,500	0	0	2,500
	TOTAL SUPPLIES	\$16,636	\$31,746	\$31,648	\$8,508	\$11,822	\$32,240
60 - MAINTENANCE							
001-2101-421.6300	VEHICLE MAINTENANCE	\$2,176	\$12,500	\$12,500	\$2,365	\$5,000	\$12,500
001-2101-421.6600	FACILITY MAINTENANCE	0	1,000	0	0	0	1,000
001-2101-421.6620	CONTINGENCY	0	20,000	540	0	0	20,000
	TOTAL MAINTENANCE	\$2,176	\$33,500	\$13,040	\$2,365	\$5,000	\$33,500
70 - SERVICES							
001-2101-421.7140	CONSULTING SERVICES	\$3,500	\$10,500	\$10,700	\$3,500	\$5,000	\$10,500
001-2101-421.7311	VEHICLE INSURANCE	4,737	3,080	3,080	2,637	3,080	3,590
001-2101-421.7322	LAW ENFORCEMENT	1,918	2,000	2,000	1,787	1,787	2,000
001-2101-421.7400	OPERATING SERVICES	815	1,650	2,668	2,168	2,668	2,750
001-2101-421.7401	POSTAL / COURIER SERVICES	710	1,100	1,100	713	1,100	1,100
001-2101-421.7497	RECRUITMENT ADVERTISING	0	1,000	950	0	0	1,000
001-2101-421.7510	TRAINING	450	2,675	2,675	1,160	2,675	2,730
001-2101-421.7520	TRAVEL EXPENSES & REIMBURSE	158	2,260	2,260	698	1,000	2,260
001-2101-421.7530	MEMBERSHIPS	2,160	1,000	1,200	0	1,200	1,240
001-2101-421.7540	PUBLICATIONS	159	160	160	0	0	200
001-2101-421.7612	TELEPHONE/COMMUNICATIONS	36,799	45,480	51,741	41,431	51,741	45,480
001-2101-421.7830	RENTAL	1,015	4,000	2,000	1,018	1,357	4,000
001-2101-421.7831	VEHICLE LEASE-INTERNAL	41,203	17,717	17,717	13,284	17,712	17,880
	TOTAL SERVICES	\$93,624	\$92,622	\$98,251	\$68,396	\$89,320	\$94,730
2101 - POLICE ADMINISTRATION		\$912,990	\$977,484	\$962,555	\$610,743	\$925,358	\$976,636

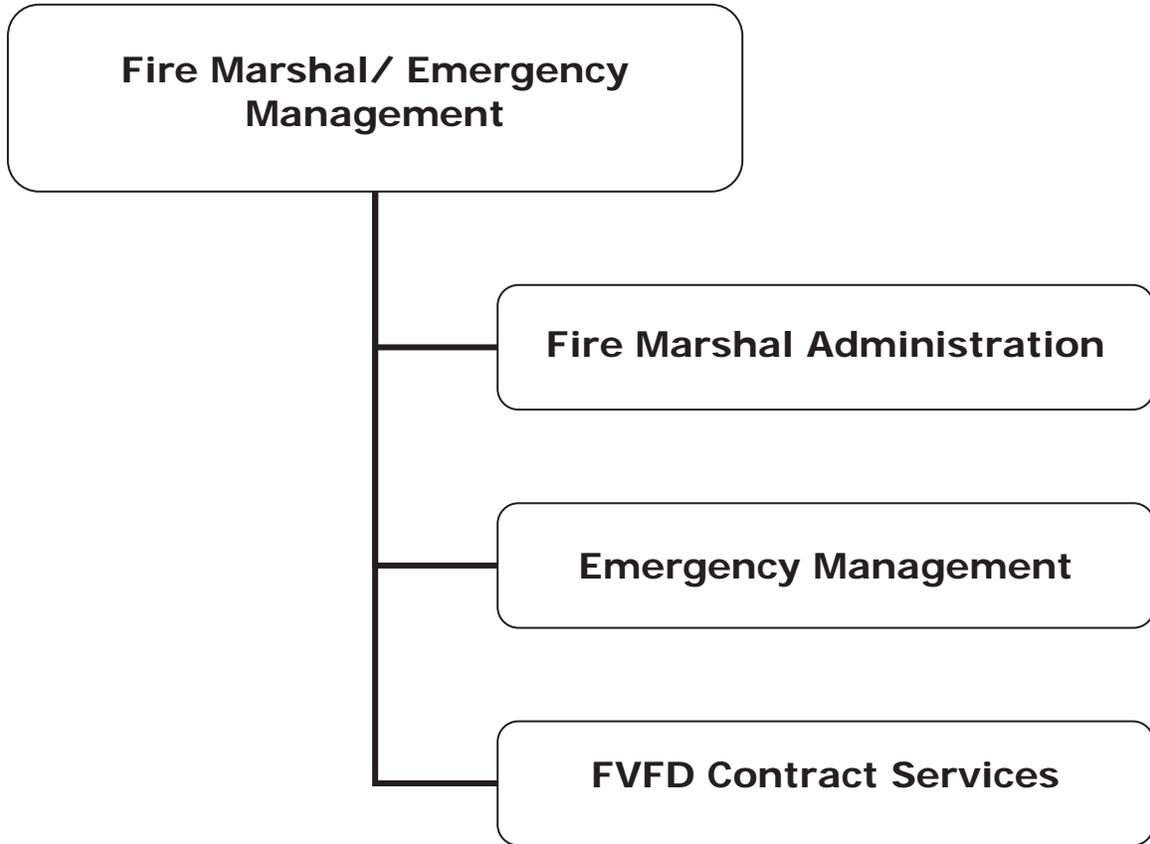
ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-2110-421.4110	FULLTIME SALARIES & WAGES	\$653,170	\$698,442	\$698,442	\$448,679	\$670,000	\$714,585
001-2110-421.4130	OVERTIME PAY	71,969	30,500	30,500	66,682	75,909	44,839
001-2110-421.4131	HOLIDAY HRS WORKED	19,704	20,000	20,000	15,337	20,000	25,550
001-2110-421.4143	LONGEVITY PAY	8,646	8,475	8,475	8,635	8,635	9,250
001-2110-421.4145	INCENTIVE-CERTIFICATE PAY	40,933	59,280	59,280	27,970	59,280	40,450
001-2110-421.4149	CELL PHONE ALLOWANCE	840	840	840	595	840	840
001-2110-421.4190	ACCRUED PAYROLL	1,625	0	0	0	0	0
001-2110-421.4220	PART-TIME WAGES W/O BENEFITS	15,147	25,409	25,409	35,324	42,099	25,227
001-2110-421.4710	SOCIAL SECURITY/MEDICARE	58,992	60,792	60,792	44,241	60,792	62,569
001-2110-421.4720	TMRS RETIREMENT	126,449	130,397	130,397	90,208	130,397	130,804
001-2110-421.4810	HEALTH/DENTAL INSURANCE	100,093	114,063	114,063	68,118	114,063	95,342
001-2110-421.4820	LIFE INSURANCE	2,081	2,250	2,250	1,496	2,250	2,104
001-2110-421.4830	DISABILITY INSURANCE	2,194	2,317	2,317	1,691	2,317	2,601
001-2110-421.4840	WORKERS COMP INSURANCE	1,357	1,214	1,214	1,813	2,417	2,012
001-2110-421.4850	EAP SERVICES	929	1,104	1,104	755	1,104	755
001-2110-421.4890	FLEX PLAN ADMINISTRATION	319	281	281	769	1,025	834
	TOTAL SALARIES & BENEFITS	\$1,104,448	\$1,155,364	\$1,155,364	\$812,313	\$1,191,128	\$1,157,762
50 - SUPPLIES							
001-2110-421.5200	PERSONNEL SUPPLIES	\$1,869	\$4,000	\$3,858	\$2,289	\$3,052	\$4,000
001-2110-421.5400	OPERATING SUPPLIES	2,172	2,700	2,700	544	725	2,700
001-2110-421.5800	OPERATING EQUIPMENT<\$5000	779	3,000	3,000	683	910	3,000
	TOTAL SUPPLIES	\$4,820	\$9,700	\$9,558	\$3,516	\$4,687	\$9,700
60 - MAINTENANCE							
001-2110-421.6800	EQUIPMENT MAINTENANCE	\$28,211	\$36,207	\$36,207	\$12,274	\$16,365	\$36,250
	TOTAL MAINTENANCE	\$28,211	\$36,207	\$36,207	\$12,274	\$16,365	\$36,250
70 - SERVICES							
001-2110-421.7212	MEDICAL EXAMINATIONS	\$225	\$600	\$600	\$225	\$300	\$600
001-2110-421.7350	SURETY BONDS	71	142	284	142	189	560
001-2110-421.7400	OPERATING SERVICES	22,211	4,500	4,500	937	1,249	5,070
001-2110-421.7401	POSTAL / COURIER SERVICES	0	500	500	0	0	500
001-2110-421.7510	TRAINING	16,226	3,445	3,445	1,650	3,445	6,270
001-2110-421.7520	TRAVEL EXPENSES & REIMBURSE	961	1,600	1,600	895	1,193	2,100
001-2110-421.7530	MEMBERSHIPS	658	1,210	1,210	468	624	1,220
001-2110-421.7611	ELECTRICITY	1,221	2,068	2,068	898	1,225	2,070
001-2110-421.7612	TELEPHONE/COMMUNICATIONS	0	3,600	0	0	0	0
001-2110-421.7710	SOFTWARE LICENSE FEES	11,500	0	0	0	0	0
	TOTAL SERVICES	\$53,073	\$17,665	\$14,207	\$5,215	\$8,225	\$18,390
80 - CAPITAL OUTLAY							
001-2110-421.8800	CAPITAL EQUIPMENT	\$20,551	\$0	\$0	\$0	\$0	\$0
	TOTAL CAPITAL OUTLAY	\$20,551	\$0	\$0	\$0	\$0	\$0
2110 - COMMUNICATIONS		\$1,211,103	\$1,218,936	\$1,215,336	\$833,318	\$1,220,405	\$1,222,102

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-2120-421.4110	FULLTIME SALARIES & WAGES	\$2,760,246	\$3,191,101	\$3,164,107	\$2,206,820	\$3,042,426	\$3,406,331
001-2120-421.4120	PART-TIME WAGES	26,430	66,268	66,268	39,124	52,165	66,354
001-2120-421.4130	OVERTIME PAY	458,242	389,338	394,338	412,068	519,423	475,707
001-2120-421.4131	HOLIDAY HRS WORKED	110,705	95,000	95,000	106,811	132,414	117,613
001-2120-421.4143	LONGEVITY PAY	22,450	21,785	21,785	22,255	22,255	24,790
001-2120-421.4145	INCENTIVE-CERTIFICATE PAY	162,020	186,370	186,370	114,450	186,370	167,730
001-2120-421.4149	CELL PHONE ALLOWANCE	5,785	5,700	4,500	2,948	4,500	4,200
001-2120-421.4190	ACCRUED PAYROLL	10,467	0	21,794	21,794	21,794	0
001-2120-421.4220	PART-TIME WAGES W/O BENEFITS	68,645	54,544	54,544	58,249	70,665	56,087
001-2120-421.4710	SOCIAL SECURITY/MEDICARE	262,300	271,126	271,126	216,735	271,126	319,220
001-2120-421.4720	TMRS RETIREMENT	564,456	641,437	641,437	465,723	641,437	694,477
001-2120-421.4810	HEALTH/DENTAL INSURANCE	448,276	495,922	495,922	358,885	495,922	615,438
001-2120-421.4820	LIFE INSURANCE	8,520	9,756	9,756	6,974	9,756	10,457
001-2120-421.4830	DISABILITY INSURANCE	9,280	11,598	11,598	7,948	11,598	12,908
001-2120-421.4840	WORKERS COMP INSURANCE	53,527	59,689	59,689	42,948	59,689	64,037
001-2120-421.4850	EAP SERVICES	3,076	3,252	3,252	2,360	3,252	2,961
001-2120-421.4890	FLEX PLAN ADMINISTRATION	861	1,037	1,037	1,351	1,800	1,839
	TOTAL SALARIES & BENEFITS	\$4,975,286	\$5,503,923	\$5,502,523	\$4,087,443	\$5,546,592	\$6,040,149
50 - SUPPLIES							
001-2120-421.5200	PERSONNEL SUPPLIES	\$61,453	\$64,700	\$65,992	\$42,659	\$56,879	\$71,900
001-2120-421.5300	VEHICLE SUPPLIES	39	1,500	1,500	148	197	1,500
001-2120-421.5301	FUEL	127,432	144,525	144,525	90,019	129,024	144,520
001-2120-421.5400	OPERATING SUPPLIES	31,275	39,670	39,670	26,997	38,670	44,070
001-2120-421.5410	PDRAD PROGRAM SUPPLIES	1,325	0	0	0	0	0
001-2120-421.5800	OPERATING EQUIPMENT<\$5000	81,112	45,100	43,198	23,211	43,198	45,850
	TOTAL SUPPLIES	\$302,636	\$295,495	\$294,885	\$183,034	\$267,968	\$307,840
60 - MAINTENANCE							
001-2120-421.6300	VEHICLE MAINTENANCE	\$99,631	\$130,360	\$139,892	\$107,803	\$143,737	\$148,160
001-2120-421.6400	OPERATING MAINTENANCE	8	2,000	2,672	689	1,000	3,000
001-2120-421.6800	EQUIPMENT MAINTENANCE	35,421	53,714	55,528	21,510	55,528	51,300
	TOTAL MAINTENANCE	\$135,060	\$186,074	\$198,092	\$130,002	\$200,265	\$202,460
70 - SERVICES							
001-2120-421.7212	MEDICAL EXAMINATIONS	\$900	\$2,000	\$2,000	\$1,800	\$1,400	\$2,000
001-2120-421.7311	VEHICLE INSURANCE	24,796	31,201	31,201	23,526	31,201	28,690
001-2120-421.7322	LAW ENFORCEMENT	27,626	29,000	29,000	26,464	29,000	29,000
001-2120-421.7340	ANIMAL MORTALITY INS	2,709	3,964	3,964	2,091	2,091	4,200
001-2120-421.7400	OPERATING SERVICES	15,327	17,490	17,490	13,016	17,354	22,990
001-2120-421.7401	POSTAL / COURIER SERVICES	942	1,000	1,000	727	968	1,000
001-2120-421.7497	RECRUITMENT ADVERTISING	0	526	576	572	572	600
001-2120-421.7498	JUDGMENTS & DAMAGE CLAIMS	1,750	4,900	4,900	1,525	3,000	4,900
001-2120-421.7510	TRAINING	26,111	15,125	27,025	14,918	27,025	27,580
001-2120-421.7520	TRAVEL EXPENSES & REIMBURSE	8,189	15,775	10,275	4,037	10,275	15,800
001-2120-421.7530	MEMBERSHIPS	825	1,580	1,580	65	825	1,580
001-2120-421.7540	PUBLICATIONS	0	190	190	0	0	200
001-2120-421.7710	SOFTWARE LICENSE FEES	1,125	8,000	8,000	4,236	8,000	10,550
001-2120-421.7831	VEHICLE LEASE-INTERNAL	192,189	329,345	329,345	247,005	329,340	350,370
	TOTAL SERVICES	\$302,489	\$460,096	\$466,546	\$339,982	\$461,051	\$499,460
80 - CAPITAL OUTLAY							
001-2120-421.8300	VEHICLES	\$49,972	\$0	\$0	\$0	\$0	\$0
001-2120-421.8800	CAPITAL EQUIPMENT	494,856	18,000	187,176	(2,033)	171,176	46,500
	TOTAL CAPITAL OUTLAY	\$544,828	\$18,000	\$187,176	(\$2,033)	\$171,176	\$46,500
2120 - PATROL		\$6,260,299	\$6,463,588	\$6,649,222	\$4,738,429	\$6,647,052	\$7,096,409

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-2125-421.4110	FULLTIME SALARIES & WAGES	\$62,824	\$62,648	\$62,648	\$14,460	\$14,460	\$62,447
001-2125-421.4130	OVERTIME PAY	9,619	1,500	1,500	3,906	3,906	1,541
001-2125-421.4131	HOLIDAY HRS WORKED	4,244	0	0	539	539	0
001-2125-421.4143	LONGEVITY PAY	375	415	415	435	435	0
001-2125-421.4145	INCENTIVE-CERTIFICATE PAY	3,100	3,900	3,900	2,925	2,925	1,800
001-2125-421.4710	SOCIAL SECURITY/MEDICARE	5,479	4,609	4,609	1,552	1,552	4,710
001-2125-421.4720	TMRS RETIREMENT	12,653	10,920	10,920	3,550	3,550	11,158
001-2125-421.4810	HEALTH/DENTAL INSURANCE	17,036	18,461	18,461	4,438	4,438	18,957
001-2125-421.4820	LIFE INSURANCE	182	189	189	55	55	189
001-2125-421.4830	DISABILITY INSURANCE	190	199	199	58	58	232
001-2125-421.4840	WORKERS COMP INSURANCE	1,179	1,003	1,003	325	325	1,019
001-2125-421.4850	EAP SERVICES	63	58	58	17	17	59
001-2125-421.4890	FLEX PLAN ADMINISTRATION	23	22	22	6	6	23
	TOTAL SALARIES & BENEFITS	\$116,967	\$103,924	\$103,924	\$32,266	\$32,266	\$102,135
50 - SUPPLIES							
001-2125-421.5200	PERSONNEL SUPPLIES	\$291	\$500	\$500	\$271	\$271	\$500
001-2125-421.5300	VEHICLE SUPPLIES	0	250	250	0	0	250
001-2125-421.5301	FUEL	3,159	2,479	2,479	2,009	2,009	2,480
001-2125-421.5400	OPERATING SUPPLIES	299	750	750	27	27	750
001-2125-421.5800	OPERATING EQUIPMENT<\$5000	483	750	750	0	0	750
	TOTAL SUPPLIES	\$4,232	\$4,729	\$4,729	\$2,307	\$2,307	\$4,730
60 - MAINTENANCE							
001-2125-421.6300	VEHICLE MAINTENANCE	\$2,128	\$1,000	\$1,000	\$0	\$0	\$1,000
	TOTAL MAINTENANCE	\$2,128	\$1,000	\$1,000	\$0	\$0	\$1,000
70 - SERVICES							
001-2125-421.7311	VEHICLE INSURANCE	\$854	\$871	\$871	\$585	\$871	\$800
001-2125-421.7400	OPERATING SERVICES	105	800	800	345	345	800
001-2125-421.7510	TRAINING	1,450	3,250	3,250	767	767	3,250
001-2125-421.7520	TRAVEL EXPENSES & REIMBURSE	0	3,015	3,015	82	82	3,090
001-2125-421.7530	MEMBERSHIPS	550	600	600	600	600	600
001-2125-421.7831	VEHICLE LEASE-INTERNAL	5,684	8,398	8,398	6,291	8,398	8,400
	TOTAL SERVICES	\$8,643	\$16,934	\$16,934	\$8,670	\$11,063	\$16,940
2125 - PATROL DOT		\$131,970	\$126,587	\$126,587	\$43,243	\$45,636	\$124,805

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-2130-421.4110	FULLTIME SALARIES & WAGES	\$993,178	\$1,152,417	\$1,153,617	\$762,858	\$1,153,617	\$1,115,533
001-2130-421.4130	OVERTIME PAY	100,997	71,000	71,000	82,370	105,826	111,953
001-2130-421.4131	HOLIDAY HRS WORKED	13,167	4,000	4,000	1,887	12,000	5,110
001-2130-421.4143	LONGEVITY PAY	9,770	10,240	10,240	11,780	11,780	9,965
001-2130-421.4145	INCENTIVE-CERTIFICATE PAY	50,260	55,653	55,653	33,808	55,653	51,600
001-2130-421.4149	CELL PHONE ALLOWANCE	5,298	6,125	4,925	2,835	4,925	4,500
001-2130-421.4150	CLOTHING ALLOWANCE	9,100	8,800	8,800	4,300	8,800	8,400
001-2130-421.4190	ACCRUED PAYROLL	0	0	0	4,184	4,184	0
001-2130-421.4710	SOCIAL SECURITY/MEDICARE	84,218	92,466	92,466	64,960	92,466	91,197
001-2130-421.4720	TMRS RETIREMENT	187,449	208,664	208,664	143,864	208,664	201,363
001-2130-421.4810	HEALTH/DENTAL INSURANCE	150,403	165,190	165,190	102,517	165,190	171,833
001-2130-421.4820	LIFE INSURANCE	3,106	3,581	3,581	2,291	3,581	3,235
001-2130-421.4830	DISABILITY INSURANCE	3,297	3,794	3,794	2,594	3,794	4,026
001-2130-421.4840	WORKERS COMP INSURANCE	15,479	17,240	17,240	11,830	17,240	16,449
001-2130-421.4850	EAP SERVICES	870	871	871	617	871	813
001-2130-421.4890	FLEX PLAN ADMINISTRATION	324	324	324	403	537	487
	TOTAL SALARIES & BENEFITS	\$1,626,916	\$1,800,365	\$1,800,365	\$1,233,098	\$1,849,128	\$1,796,464
50 - SUPPLIES							
001-2130-421.5200	PERSONNEL SUPPLIES	\$2,569	\$4,500	\$4,500	\$3,037	\$4,049	\$4,500
001-2130-421.5301	FUEL	26,387	31,461	31,461	18,109	24,145	31,460
001-2130-421.5400	OPERATING SUPPLIES	6,692	8,500	8,500	1,911	7,000	8,700
001-2130-421.5800	OPERATING EQUIPMENT-<\$5000	7,208	7,750	8,350	2,556	8,350	16,950
	TOTAL SUPPLIES	\$42,856	\$52,211	\$52,811	\$25,613	\$43,544	\$61,610
60 - MAINTENANCE							
001-2130-421.6300	VEHICLE MAINTENANCE	\$18,693	\$34,100	\$33,600	\$13,047	\$19,000	\$46,100
001-2130-421.6800	EQUIPMENT MAINTENANCE	1,995	4,500	4,500	0	2,000	4,500
	TOTAL MAINTENANCE	\$20,688	\$38,600	\$38,100	\$13,047	\$21,000	\$50,600
70 - SERVICES							
001-2130-421.7311	VEHICLE INSURANCE	\$12,793	\$12,100	\$12,100	\$9,342	\$12,100	\$11,890
001-2130-421.7322	LAW ENFORCEMENT	5,755	5,850	5,850	5,361	5,361	5,850
001-2130-421.7400	OPERATING SERVICES	20,528	14,895	18,195	15,202	20,269	24,500
001-2130-421.7401	POSTAL / COURIER SERVICES	364	500	500	266	375	500
001-2130-421.7498	JUDGMENTS & DAMAGE CLAIMS	0	0	500	0	0	0
001-2130-421.7510	TRAINING	6,928	16,205	13,205	1,842	7,000	13,210
001-2130-421.7520	TRAVEL EXPENSES & REIMBURSE	6,163	7,067	7,067	1,543	6,500	7,070
001-2130-421.7530	MEMBERSHIPS	1,465	1,670	1,670	1,430	1,670	1,810
001-2130-421.7612	TELEPHONE/COMMUNICATIONS	1,929	3,240	3,579	1,757	2,343	3,240
001-2130-421.7710	SOFTWARE LICENSE FEES	1,200	2,100	2,100	1,425	2,100	2,100
001-2130-421.7831	VEHICLE LEASE-INTERNAL	29,581	41,058	41,058	30,789	41,058	45,160
	TOTAL SERVICES	\$86,706	\$104,685	\$105,824	\$68,957	\$98,776	\$115,330
80 - CAPITAL OUTLAY							
001-2130-421.8400	CAPITAL OPERATING EQUIP	\$5,162	\$0	\$0	\$0	\$0	\$0
	TOTAL CAPITAL OUTLAY	\$5,162	\$0	\$0	\$0	\$0	\$0
2130 - CRIMINAL INVESTIGATIONS		\$1,782,328	\$1,995,861	\$1,997,100	\$1,340,715	\$2,012,448	\$2,024,004

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-2150-441.4110	FULLTIME SALARIES & WAGES	\$187,471	\$185,410	\$185,410	\$137,353	\$183,137	\$191,638
001-2150-441.4130	OVERTIME PAY	32,598	15,000	15,000	22,841	30,455	24,413
001-2150-441.4131	HOLIDAY HRS WORKED	88	350	350	749	998	1,010
001-2150-441.4143	LONGEVITY PAY	1,380	1,530	1,530	1,620	1,620	1,845
001-2150-441.4145	INCENTIVE-CERTIFICATE PAY	1,200	1,200	1,200	900	1,200	1,200
001-2150-441.4149	CELL PHONE ALLOWANCE	420	420	1,260	823	823	1,680
001-2150-441.4710	SOCIAL SECURITY/MEDICARE	15,451	13,984	13,984	11,232	13,984	15,145
001-2150-441.4720	TMRS RETIREMENT	35,458	32,524	32,524	26,147	32,524	33,964
001-2150-441.4810	HEALTH/DENTAL INSURANCE	38,560	38,560	38,560	28,117	38,560	38,560
001-2150-441.4820	LIFE INSURANCE	563	549	549	415	552	527
001-2150-441.4830	DISABILITY INSURANCE	609	591	591	479	638	668
001-2150-441.4840	WORKERS COMP INSURANCE	4,054	4,078	4,078	2,984	3,978	3,798
001-2150-441.4850	EAP SERVICES	271	232	232	194	258	232
001-2150-441.4890	FLEX PLAN ADMINISTRATION	101	86	86	420	560	455
	TOTAL SALARIES & BENEFITS	\$318,224	\$294,514	\$295,354	\$234,274	\$309,287	\$315,135
50 - SUPPLIES							
001-2150-441.5200	PERSONNEL SUPPLIES	\$833	\$2,000	\$2,000	\$784	\$1,500	\$2,000
001-2150-441.5301	FUEL	9,535	7,749	7,749	6,395	8,526	7,750
001-2150-441.5400	OPERATING SUPPLIES	18,516	17,650	16,313	13,384	18,000	18,500
001-2150-441.5800	OPERATING EQUIPMENT<\$5000	2,850	3,000	7,000	4,134	5,512	3,000
	TOTAL SUPPLIES	\$31,734	\$30,399	\$33,062	\$24,697	\$33,538	\$31,250
60 - MAINTENANCE							
001-2150-441.6300	VEHICLE MAINTENANCE	\$7,847	\$12,000	\$12,000	\$2,465	\$8,000	\$12,000
	TOTAL MAINTENANCE	\$7,847	\$12,000	\$12,000	\$2,465	\$8,000	\$12,000
70 - SERVICES							
001-2150-441.7212	MEDICAL EXAMINATIONS	\$0	\$1,800	\$0	\$0	\$0	\$1,800
001-2150-441.7311	VEHICLE INSURANCE	2,263	2,309	2,309	1,629	2,309	2,510
001-2150-441.7400	OPERATING SERVICES	3,533	4,980	7,280	4,127	5,525	7,380
001-2150-441.7410	ADOPTION RELATED SERVICES	19,057	35,000	40,945	15,027	25,035	30,000
001-2150-441.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	500	0	0	500
001-2150-441.7510	TRAINING	745	4,700	3,860	675	2,000	3,400
001-2150-441.7520	TRAVEL EXPENSES & REIMBURSE	2,403	3,084	3,084	2,223	2,964	3,100
001-2150-441.7530	MEMBERSHIPS	200	200	200	200	200	200
001-2150-441.7620	JANITORIAL SERVICES	0	30,000	30,000	0	30,000	0
001-2150-441.7800	CONTRACT SERVICES	1,151	1,000	1,000	267	1,000	1,000
001-2150-441.7831	VEHICLE LEASE-INTERNAL	8,668	7,541	7,541	5,652	7,542	20,570
	TOTAL SERVICES	\$38,020	\$91,114	\$96,719	\$29,800	\$76,575	\$70,460
2150 - ANIMAL CONTROL		\$395,825	\$428,027	\$437,135	\$291,236	\$427,400	\$428,845



Mission Statement

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

Current Operations

Fire Marshal's Office

The Fire Marshal's Office (FMO) has the primary responsibility of fire prevention for the City of Friendswood. Fire prevention activities include: investigating fires, hazardous material incidents, and environmental incidents. The FMO investigates fires for origin and cause, and is responsible for filing appropriate criminal charges that may arise from an investigation. Conduct life safety inspections of business/commercial occupancies, review of new building plans, and design approval of fire alarm and sprinkler systems. Fire safety public education programs are presented year round by request from the public. The FMO also enforces fire lane violations, illegal use of fireworks, life safety violations, and issues citations as warranted. The FMO coordinates with pipeline companies to maintain current mapping of pipeline locations and company contact information.

The Fire Marshal, Deputy Director, and three (3) Deputy Fire Marshals are state certified peace officers, arson investigators, fire inspectors, and instructors. The part-time inspectors are state certified fire inspectors.

Office of Emergency Management

The Office of Emergency Management (OEM) is responsible for the emergency preparedness program with the Fire Marshal serving as the Emergency Management Coordinator. The OEM is responsible for maintaining and implementing the city's Emergency Operations Plan (EOP) and 22 supplemental Annexes. The OEM also develops and maintains the Local Hazard Mitigation Plan (LMP), Debris Management Plan, Pandemic Plan, Continuity of Operations Plan (COOP), Records Emergency Action Plan (REAP), and participates with all communities in Galveston County through a cooperative planning effort. These plans are reviewed, updated and exercised to ensure that the city is capable of responding to and recovering from any emergency event. Planning also enables the city to qualify for any potential disaster recovery funds which will assist in the recovery and rebuilding process.

The OEM develops and distributes emergency preparedness materials to citizens and businesses through our public education outreach program. To maintain compliance with the National Incident Management System (NIMS), OEM staff members continue to conduct training programs for emergency management operations and response procedures for all city staff members and elected officials.

The Fire Marshal's Office maintains the Emergency Operations Center (EOC) which enables quick activation providing support for emergency or non-emergency operations. The OEM strives to improve the City's Public Safety response capabilities through planning efforts and coordination with Harris and Galveston Counties.

FVFD Contract Services

The Fire Marshal's Office is designated as the contract administrator for fire suppression, ground emergency medical services and emergency medical billing.

Fire Suppression

The Friendswood Volunteer Fire Department Inc. (FVFD) is the contract holder for fire suppression. The Friendswood Volunteer Fire Department is responsible to respond to fire related calls, vehicle accidents, assist EMS and conduct public education. The FVFD operates and manages equipment and volunteer personnel for 4 fire stations. The FVFD operates a paid part-time day crew staff from Fire Station #1.

EMS

The Friendswood Volunteer Fire Department Inc. (FVFD) is the contract holder for ground emergency medical services. Friendswood EMS services are provided in accordance with Texas Department of State Health Services (TDSHS) requirements for emergency medical providers. Friendswood EMS operates two – 24/7 staffed ambulances, from Fire Stations #1 and #4.

Medical Billing

In January 2019, the City began charging fees for ground emergency medical services. Emergicon Emergency Medical Billing is the contract holder for invoicing and collecting revenue for the City's ambulance fees. Emergicon remits the revenue collected net of the 6% contracted collection fee. The FY19 budget included revenue estimate of approximately \$405K. The ambulance billing revenue is projected to exceed \$1M in FY20.

Accomplishments in Fiscal Year 2019

- Completed a total of 670 annual inspections and 778 follow-up type inspections on all commercial businesses, institutions, foster homes, nursing homes, daycares and apartment complexes for a grand total of 1,448 inspections within the city, to ensure compliance with fire and life safety codes.
- Instructed and informed the public in aspects of fire safety and prevention, along with emergency preparedness training, through awareness and education programs. Provided a total of 23 public education classes with 1,328 attendees.
- Reviewed, updated and submitted 4 Supplemental Annexes of the City's Emergency Operation Plan (EOP) to the state for review and approval.
- Grants Awarded
 - FY 2018 State Homeland Security Grant Program (SHSP) for \$22,313; these funds were used for the Mobile Operations Center (MOC) trailer for Friendswood Police Department.
 - FY 2018 Emergency Management Performance Grant (EMPG) for \$33,315; funding supports the city's emergency management program.

Highlights of the Budget

2019-2020 Departmental Goals and Performance Measures

Major Departmental Goals:

- Conduct thorough annual fire prevention inspections in all facilities (commercial businesses, apartment complexes, schools, city facilities, day care facilities, foster homes and nursing homes) within the City to reduce the number of fire code violations, life safety hazards and the number of fires.
- Participate in the Design Review Committee (DRC) meetings to address developer and contractor questions during the conceptual stages of the development process.
- Review and complete all submitted plan reviews within two working days (48 hours).
- Instruct, educate, and inform the public in aspects of fire safety and prevention, along with emergency preparedness training, through awareness and educational programs.
- Review or update the emergency preparedness planning documents within a five-year cycle per FEMA and Texas Department of Emergency Management (TDEM) guidelines.
- Meet and maintain state and federal mandated continuing education training requirements for full-time employees.

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

Fire Marshal

Fire Marshal's Office and Emergency Management	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs – Fire Marshal's Office					
# of full time equivalents (FTE's)	5.2	5.2	5.2	6.2	6.2
Division Expenditures	\$661,150	\$681,363	\$741,866	\$723,332	\$886,703
Inputs – Emergency Management					
# of full time equivalents (FTE's)	1.4	1.4	1.4	1.0	1.0
Division Expenditures	\$133,074	\$271,053	\$173,789	\$166,193	\$147,552
Inputs – Storm					
# of full time equivalents (FTE's)	0.0	0.0	0.0	0.0	0.0
Division Expenditures	\$2,262,670	\$3,945,966	\$0	\$0	\$0
Outputs					
# of Total Inspections Conducted	1,233	1,139	1,400	1,400	1,400
# of Hours from Total Inspections Conducted	375	438	425	415	415
# of Building Plans Reviewed	299	304	265	310	310
# of DRC's Meetings Attended	39	42	40	41	41
# of Life Safety/Fire Code Complaints Investigated	14	13	15	14	14
# of Fire Origin and Cause Investigations	9	6	10	8	8
# of Educational Classes Presented	22	15	22	20	20
# of Instructional Staff Hours	30	27	30	30	30
Annual total hours of all FMO/OEM staff training attended	487	355	425	425	450
# of EOP, Supplemental Annexes & Planning Document Reviews Conducted and Submitted	5	3	5	5	5
Measures of Effectiveness					
% of Commercial Businesses Inspected	100%	100%	65%	70%	85%
Average Time for each Inspection (minutes)	21-26	21-26	21-26	20-24	20-24
% of Building Plans reviewed in 48 hours	99%	99%	99%	99%	99%
% of annual training met based on the average minimum requirement of 320 hours per year	100%	100%	100%	100%	100%
Maintained Advanced Level of Emergency Preparedness by reviewing and updating the EOP and annexes (% approved by State)	100%	100%	100%	100%	100%
Measures of Efficiency – Fire Marshal's Office					
Division expenditures per capita	\$16.80	\$16.85	\$18.14	\$17.68	\$21.51
Measures of Efficiency – Emergency Management					
Division expenditures per capita	\$3.38	\$6.70	\$4.25	\$4.06	\$3.58
Measures of Efficiency – Storm					
Division expenditures per capita	\$57.49	\$97.61	\$0.00	\$0.00	\$0.00

Fire Marshal

FVFD Contract Services	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	0	0	0	0	0
Division Expenditures	\$1,962,734	\$1,620,288	\$1,819,298	\$1,547,072	\$1,478,300
Outputs – Fire					
# of Fire Incidents	690	734	750	650	700
Outputs – EMS					
# of EMS Incidents	2,909	2,986	3,013	3,020	3,050
# of EMS Transports	1,545	1,600	1,650	1,650	1,675
Measures of Efficiency					
Division expenditures per capita	\$49.87	\$40.08	\$44.48	\$37.82	\$35.87

FIRE MARSHAL'S OFFICE
DEPARTMENT SUMMARY

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
ADMINISTRATION	\$681,363	\$741,866	\$758,563	\$545,255	\$723,332	\$886,703	19.5%
EMERGENCY MANAGEMENT	271,053	173,789	182,684	112,483	166,193	147,552	-15.1%
STORM (GF)	3,945,966	0	0	0	0	0	0.0%
FVFD	1,620,288	1,819,298	1,819,298	1,375,424	1,547,072	1,478,300	0.0%
DEPARTMENT TOTAL	\$6,518,670	\$2,734,953	\$2,760,545	\$2,033,162	\$2,436,597	\$2,512,555	-8.1%

EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
SALARIES AND BENEFITS	\$722,778	\$765,264	\$765,264	\$552,279	\$737,741	\$864,245	12.9%
SUPPLIES	274,470	47,850	51,128	27,832	47,598	56,300	17.7%
MAINTENANCE	13,652	13,512	13,512	7,127	11,092	10,050	-25.6%
SERVICES	5,507,770	1,908,327	1,908,327	1,423,754	1,617,996	1,581,960	-17.1%
CAPITAL OUTLAY	0	0	22,314	22,170	22,170	0	0.0%
CLASSIFICATION TOTAL	\$6,518,670	\$2,734,953	\$2,760,545	\$2,033,162	\$2,436,597	\$2,512,555	-8.1%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
ADMINISTRATION	5.20	5.20	5.20	6.20	6.20	6.20	19.2%
EMERGENCY MANAGEMENT	1.40	1.40	1.40	1.00	1.00	1.00	-28.6%
PERSONNEL TOTAL	6.60	6.60	6.60	7.20	7.20	7.20	9.1%

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-2501-422.4110	FULLTIME SALARIES & WAGES	\$395,246	\$413,474	\$414,256	\$289,687	\$386,249	\$489,037
001-2501-422.4130	OVERTIME PAY	11,208	16,000	16,000	12,861	17,148	19,009
001-2501-422.4131	HOLIDAY HRS WORKED	1,615	310	310	316	1,500	1,028
001-2501-422.4143	LONGEVITY PAY	2,705	2,845	2,845	3,184	3,184	2,335
001-2501-422.4145	INCENTIVE-CERTIFICATE PAY	18,100	17,100	17,100	13,550	17,100	22,800
001-2501-422.4149	CELL PHONE ALLOWANCE	3,600	3,600	2,400	1,850	2,400	3,600
001-2501-422.4190	ACCRUED PAYROLL	0	0	13,837	13,837	13,837	0
001-2501-422.4220	PART-TIME WAGES W/O BENEFITS	40,556	52,660	52,660	36,219	52,660	54,104
001-2501-422.4710	SOCIAL SECURITY/MEDICARE	34,521	36,199	36,199	26,643	36,199	43,782
001-2501-422.4720	TMRS RETIREMENT	69,846	72,302	72,302	53,826	72,302	86,103
001-2501-422.4810	HEALTH/DENTAL INSURANCE	45,682	45,675	45,675	34,371	45,675	56,762
001-2501-422.4820	LIFE INSURANCE	1,254	1,203	1,203	910	1,213	1,431
001-2501-422.4830	DISABILITY INSURANCE	1,315	1,294	1,294	1,023	1,363	1,760
001-2501-422.4840	WORKERS COMP INSURANCE	6,819	6,953	6,953	5,193	6,924	8,232
001-2501-422.4850	EAP SERVICES	387	581	581	281	374	290
001-2501-422.4890	FLEX PLAN ADMINISTRATION	86	86	86	150	200	200
	TOTAL SALARIES & BENEFITS	\$632,940	\$670,282	\$683,701	\$493,901	\$658,328	\$790,473
50 - SUPPLIES							
001-2501-422.5100	OFFICE SUPPLIES	\$765	\$0	\$0	\$0	\$0	\$0
001-2501-422.5200	PERSONNEL SUPPLIES	3,626	4,800	4,860	3,217	4,289	4,200
001-2501-422.5300	VEHICLE SUPPLIES	57	200	200	25	25	0
001-2501-422.5301	FUEL	5,917	5,100	5,100	4,355	5,100	6,600
001-2501-422.5400	OPERATING SUPPLIES	3,843	6,100	6,100	4,149	5,532	6,150
001-2501-422.5800	OPERATING EQUIPMENT<\$5000	3,080	7,200	10,418	9,864	10,400	12,800
	TOTAL SUPPLIES	\$17,288	\$23,400	\$26,678	\$21,610	\$25,346	\$29,750
60 - MAINTENANCE							
001-2501-422.6300	VEHICLE MAINTENANCE	\$5,853	\$7,555	\$7,555	\$4,944	\$6,592	\$6,550
001-2501-422.6800	EQUIPMENT MAINTENANCE	763	1,000	1,000	0	0	500
	TOTAL MAINTENANCE	\$6,616	\$8,555	\$8,555	\$4,944	\$6,592	\$7,050
70 - SERVICES							
001-2501-422.7311	VEHICLE INSURANCE	\$2,358	\$2,406	\$2,406	\$1,710	\$2,280	\$3,330
001-2501-422.7322	LAW ENFORCEMENT	2,302	2,400	2,400	2,145	2,859	2,400
001-2501-422.7400	OPERATING SERVICES	1,465	3,540	3,540	2,735	3,647	3,540
001-2501-422.7401	POSTAL / COURIER SERVICES	68	250	250	14	19	250
001-2501-422.7494	PERMITS/INSPECTION/TEST	782	926	926	572	763	1,150
001-2501-422.7497	RECRUITMENT ADVERTISING	0	84	84	0	0	90
001-2501-422.7510	TRAINING	369	4,000	4,000	2,416	3,221	5,050
001-2501-422.7520	TRAVEL EXPENSES & REIMBURSE	390	2,440	2,440	1,627	2,169	2,640
001-2501-422.7530	MEMBERSHIPS	915	1,525	1,525	135	180	1,480
001-2501-422.7730	INTERNET/WIRELESS SERVICE	1,973	2,300	2,300	1,368	1,824	3,000
001-2501-422.7800	CONTRACT SERVICES	1,080	3,500	3,500	0	0	3,500
001-2501-422.7830	RENTAL	70	150	150	0	0	150
001-2501-422.7831	VEHICLE LEASE-INTERNAL	12,747	16,108	16,108	12,078	16,104	32,850
	TOTAL SERVICES	\$24,519	\$39,629	\$39,629	\$24,800	\$33,066	\$59,430
2501 - FIRE MARSHAL ADMINISTRATION		\$681,363	\$741,866	\$758,563	\$545,255	\$723,332	\$886,703

2510 - FIRE MARSHAL EMERGENCY MANAGEMENT

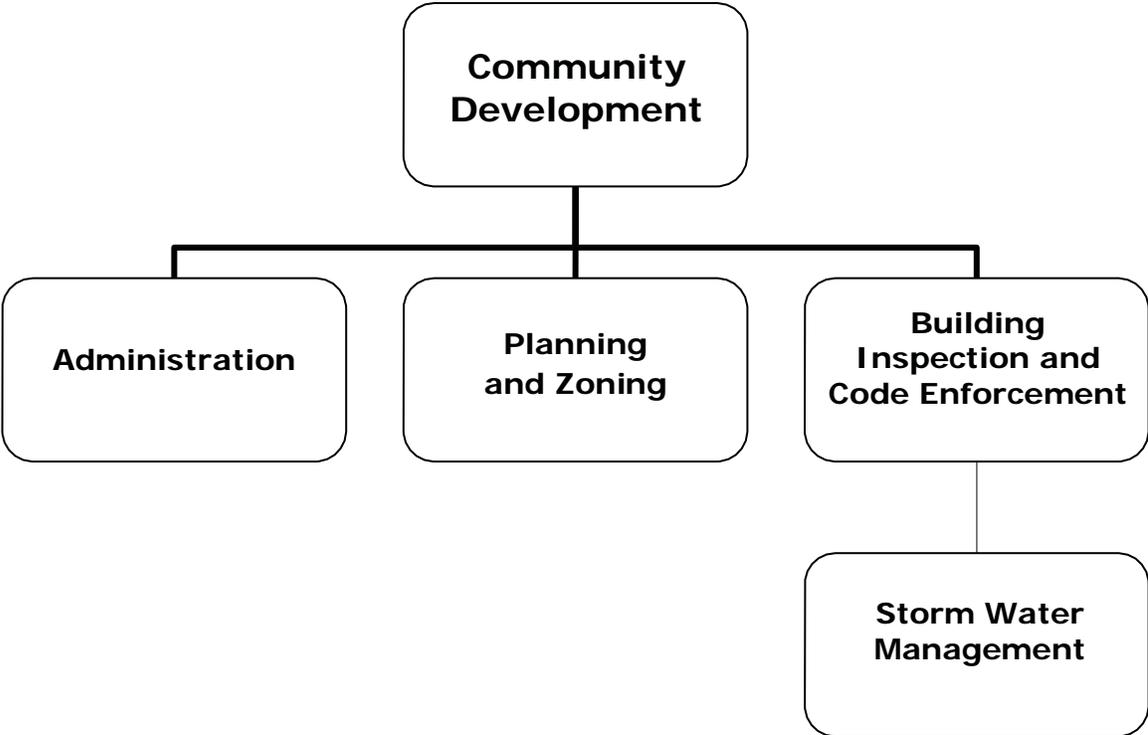
ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-2510-422.4110	FULLTIME SALARIES & WAGES	\$46,991	\$48,491	\$48,491	\$33,976	\$48,491	\$48,491
001-2510-422.4130	OVERTIME PAY	279	1,442	1,442	342	456	1,490
001-2510-422.4143	LONGEVITY PAY	985	1,025	1,025	1,045	1,045	1,105
001-2510-422.4145	INCENTIVE-CERTIFICATE PAY	1,500	1,500	1,500	1,125	1,500	1,500
001-2510-422.4149	CELL PHONE ALLOWANCE	720	720	720	510	720	720
001-2510-422.4220	PART-TIME WAGES W/O BENEFITS	18,159	19,832	6,413	6,412	6,412	0
001-2510-422.4710	SOCIAL SECURITY/MEDICARE	5,179	5,513	5,513	3,268	4,357	4,015
001-2510-422.4720	TMRS RETIREMENT	8,017	8,482	8,482	5,889	8,482	8,535
001-2510-422.4810	HEALTH/DENTAL INSURANCE	7,433	7,433	7,433	5,420	7,433	7,433
001-2510-422.4820	LIFE INSURANCE	149	147	147	109	144	143
001-2510-422.4830	DISABILITY INSURANCE	156	154	154	122	162	176
001-2510-422.4840	WORKERS COMP INSURANCE	109	105	105	69	91	84
001-2510-422.4850	EAP SERVICES	136	116	116	73	96	58
001-2510-422.4890	FLEX PLAN ADMINISTRATION	25	22	22	18	24	22
	TOTAL SALARIES & BENEFITS	\$89,838	\$94,982	\$81,563	\$58,378	\$79,413	\$73,772
50 - SUPPLIES							
001-2510-422.5100	OFFICE SUPPLIES	\$546	\$0	\$0	\$0	\$0	\$0
001-2510-422.5200	PERSONNEL SUPPLIES	0	500	500	0	150	500
001-2510-422.5301	FUEL	2,101	3,800	3,800	2,327	3,102	3,800
001-2510-422.5400	OPERATING SUPPLIES	5,958	7,150	7,150	2,355	6,500	7,150
001-2510-422.5800	OPERATING EQUIPMENT<\$5000	126,659	13,000	13,000	1,540	12,500	15,100
	TOTAL SUPPLIES	\$135,264	\$24,450	\$24,450	\$6,222	\$22,252	\$26,550
60 - MAINTENANCE							
001-2510-422.6800	EQUIPMENT MAINTENANCE	\$5,589	\$4,957	\$4,957	\$2,183	\$4,500	\$3,000
	TOTAL MAINTENANCE	\$5,589	\$4,957	\$4,957	\$2,183	\$4,500	\$3,000
70 - SERVICES							
001-2510-422.7350	SURETY BOND	\$0	\$0	\$0	\$0	\$0	\$80
001-2510-422.7400	OPERATING SERVICES	21,446	15,450	15,450	11,467	15,288	12,600
001-2510-422.7510	TRAINING	1,348	2,665	2,665	949	1,400	1,400
001-2510-422.7520	TRAVEL EXPENSES & REIMBURSE	1,600	4,250	4,250	4,135	4,135	4,250
001-2510-422.7530	MEMBERSHIPS	400	1,490	1,490	490	1,490	1,620
001-2510-422.7612	TELEPHONE/COMMUNICATIONS	4,738	5,525	5,525	4,366	5,525	5,660
001-2510-422.7730	INTERNET/WIRELESS SERVICE	2,675	3,520	3,520	2,123	3,520	2,120
001-2510-422.7800	CONTRACT SERVICES	8,155	6,500	6,500	0	6,500	6,500
001-2510-422.7841	ENVIRONMENTAL CLEAN UP	0	10,000	10,000	0	0	10,000
	TOTAL SERVICES	\$40,362	\$49,400	\$49,400	\$23,530	\$37,858	\$44,230
80 - CAPITAL OUTLAY							
001-2510-422.8800	CAPITAL EQUIPMENT	\$0	\$0	\$22,314	\$22,170	\$22,170	\$0
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$22,314	\$22,170	\$22,170	\$0
2510 - FIRE MARSHAL EMERGENCY MANAGEMENT		\$271,053	\$173,789	\$182,684	\$112,483	\$166,193	\$147,552

2201 - FIRE/EMS CONTRACT SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
70 - SERVICES							
001-2201-422.7850	FIRE CONTRACT SERVICES	\$0	\$0	\$0	\$0	\$0	\$1,103,300
001-2201-422.7851	EMS CONTRACT SERVICES	0	0	0	0	0	375,000
001-2201-422.7861	FIRE/EMS SERVICES	1,584,298	1,784,298	1,784,298	1,338,224	1,509,872	0
001-2201-422.7862	FIRE/EMS SERVICE RUNS	35,990	35,000	35,000	37,200	37,200	0
	TOTAL SERVICES	\$1,620,288	\$1,819,298	\$1,819,298	\$1,375,424	\$1,547,072	\$1,478,300
2201 - FIRE/EMS CONTRACT SERVICES		\$1,620,288	\$1,819,298	\$1,819,298	\$1,375,424	\$1,547,072	\$1,478,300

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
50 - SUPPLIES							
001-2513-422.5501	EMERGENCY - MATERIALS/SUPPLIES	\$27,755	\$0	\$0	\$0	\$0	\$0
001-2513-422.5801	EMERGENCY - EQUIPMENT	\$94,163	\$0	\$0	\$0	\$0	\$0
	TOTAL SUPPLIES	\$121,918	\$0	\$0	\$0	\$0	\$0
60 - MAINTENANCE							
001-2513-422.6300	VEHICLE MAINTENANCE	\$1,447	\$0	\$0	\$0	\$0	\$0
	TOTAL MAINTENANCE	\$1,447	\$0	\$0	\$0	\$0	\$0
70 - SERVICES							
001-2513-422.7800	CONTRACT SERVICES	\$3,790,320	\$0	\$0	\$0	\$0	\$0
001-2513-422.7971	EMERGENCY - SERVICES	\$32,281	\$0	\$0	\$0	\$0	\$0
	TOTAL SERVICES	\$3,822,601	\$0	\$0	\$0	\$0	\$0
2513 - FIRE MARSHAL / TS OR HURRICANE		\$3,945,966	\$0	\$0	\$0	\$0	\$0

Community Development



Community Development

Mission Statement

Community Development is comprised of several areas of responsibility consisting of Administration, Building Permits/Inspections, Code Enforcement/Storm Water Management, and Planning & Zoning. Together, the department strives to ensure that all developers, builders, and residents within the City, including the City government itself, comply with city ordinances and State requirements in order to maintain the safety and quality of life that so many Friendswood citizens value and appreciate. Our staff provides advanced planning and outstanding services in order to help improve mobility, drainage and utility systems, safe buildings, and a clean environment.

Accomplishments in Fiscal Year 2018-2019

Our staff accomplished the following:

Training

Educated and informed employees have a broader knowledge base and with the wide variety of certifications, staff becomes more versatile and better able to assist citizens and perform their job duties. To that end, the City encourages employees to further their education, and maintain certifications and licenses through professional development. Examples of some of those required certifications and licenses include State Plumbing Inspector; building, electrical and mechanical inspector; Certified Floodplain Manager; Code Enforcement Certification; Advanced Code Enforcement Certification; and Permit Technician.

Currently, the 11 staff members hold 16 certificates. The current departmental goal is for 25 certificates. Individually, the goal is for each employee to obtain at least one International Code Council (ICC) or other applicable certificate; however, some positions require multiple certifications. Obtaining these licenses and certifications affects the department's budget as far as costs for training, travel, exams and continuing education required to maintain the certificates and licenses.

Certification	Current	Goal
Certified Building Official	1	1
Certified Planner	0	1
Permit Technician	1	3
Zoning Inspector	0	1
Code Enforcement Officer	3	3
Advanced Code Enforcement Officer	2	2
State Plumbing Inspector	4	4
Building Inspector	1	2
Residential Combination Inspector	2	4
Residential Energy Inspector/Plans Examiner	1	2
Certified Floodplain Manager	1	2

Software

The department continues to spend significant time working diligently to transition to the CDD portion of the City's enterprise software, Energov. As of January 1, 2018, the department officially began using the Energov to issue permits and schedule inspections and to track Code Enforcement cases. The software includes connectivity to iPads for code enforcement officers and inspectors, which provides them with tools and resources while out in the field and allows them to result inspections and add pictures to records for documentation purposes. Energov, as well as all of the Tyler Technology software products, is being redesigned to the HTML 5 platform since Silverlight will be obsolete in October 2021. We are on track to receive the updated versions of software, but this will also take some additional training to learn the new software.

The Community Development Department's budget consists of three divisions:

- Administration
- Planning and Zoning
- Inspections/Code Enforcement (which also encompasses building permits and storm water management)

Current Operations

Building Permits & Inspections

The building division is responsible for reviewing plans and issuing permits for building, electrical, plumbing and mechanical work; as well as inspecting the work as it is completed. Inspectors take on a great responsibility in enforcing building code standards adopted by City Council and those set forth by the State.

The Building Official is also the City's Floodplain Administrator and coordinates the City's participation in the Community Rating System (CRS) program, which recognizes and encourages community floodplain management activities that exceed the minimum NFIP standards. Depending upon the level of participation, flood insurance premium rates for policyholders can be reduced up to 45%. Besides the benefit of reduced insurance rates, CRS floodplain management activities enhance public safety, reduce damages to property and public infrastructure, avoid economic disruption and losses, reduce human suffering, and protect the environment.

Code Enforcement & Storm Water Management

Code Enforcement personnel investigates complaints concerning the possibility of unlawful work done without proper permits, licenses, occupancy, land use violations, substandard and dangerous buildings complaints, sign violations, and high grass and weed complaints.

Storm water management is a program designed to reduce the amount of pollutants discharged from cities and urbanized areas into creeks and streams. The City of Friendswood's program has been developed in accordance with the guidelines set forth by Texas Commission on Environmental Quality.

Planning & Zoning

The Planning & Zoning division's primary responsibility is to ensure development adheres to the principles set forth in the City's Comprehensive Plan. Through the application of the Subdivision Ordinance and Zoning Ordinance, development is shaped to ensure compatibility with existing uses, as well as to maintain the health, safety, and general welfare of the community.

Community Development

Planning staff oversees the Geographic Information Systems (GIS) database and maps, review and approval of plats, site plans and construction plans by all required departments, as well as processing zone changes. This division also works with the Planning and Zoning Commission to obtain approvals and recommendations as required.

The department also works with the following boards as needed:

- Zoning Board of Adjustments
- Construction Board of Adjustment and Appeals
- Building and Standards Commission

Other departmental functions/accomplishments

The Community Development Department provides and distributes information to citizens and developers in as many formats as possible.

- Development Review Committee (DRC) meetings - provide the community's owners and developers with valuable information regarding the steps to develop or build on their properties. Representatives from the following City departments attend DRC meetings: Planning, Public Works, Building, Parks & Recreation, Economic Development, Fire Marshal's Office, and the Police Department. Outside agency representatives from Galveston County Consolidated Drainage District and Galveston County Health District also attend.
- Builder Meetings - the Building Division hosts meetings as needed to provide contractors with current information regarding changes in ordinances, fees and processes.
- Pre-Construction Meetings - required prior to any contractor starting construction on a job site for a new commercial building; the general contractor and all subcontractors are required to attend.
- Planning & Zoning (P&Z) and Zoning Board of Adjustment (ZBOA) Agenda Packets/Video Archives - similar to City Council's agenda packets, the P&Z and ZBOA agenda packets are made available on the City's web site. Meetings are also videotaped and made available on the City's PEG channel and YouTube, as well as recorded on DVD for historical recordation/reference.

Highlights of the Budget

The following force at work decision package is included with the FY20 adopted budget.

Description	Type	Amount
Geographic Information Systems (GIS) Services Update	One Time Cost	\$20,000

2019-2020 Departmental Goals and Performance Measures by Division

Major Departmental Goals:

- Strive to improve communication to citizens and developers
- Process applications for all types of work that require inspections
- Ensure citizens abide by the building codes and ordinances adopted by City Council or as required by the State of Texas or any other agency

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

Administration	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	2.0	2.0	2.0	2.0	2.0
Division expenditures	\$224,102	\$275,799	\$352,258	\$327,422	\$359,628
Measures of Efficiency					
Division expenditures per capita	\$5.69	\$6.82	\$8.61	\$8.00	\$8.73

Community Development

Planning and Zoning Division	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	4.6	4.0	4.0	4.0	4.0
Division Expenditures	\$260,727	\$294,109	\$327,191	\$326,743	\$388,280
Outputs <i>(Number of meetings or application types processed)</i>					
DRC Meetings	53	53	11	19	42
Planning & Zoning Meetings	25	23	13	22	23
Certificates of Platting Exemption	7	6	2	3	5
Preliminary Plats	4	3	4	7	5
Final Plats	9	10	6	10	10
Commercial Site Plans	11	8	9	15	11
Zone Changes	9	4	6	10	8
Appeals/Variances/Special Exceptions	3	6	1	2	4
Measures of Effectiveness <i>(**Average number of days to complete plan review for the following application types)</i>					
Commercial Site Plan	20	13	9	12	10
Final Plat	12	7	11	10	10
Preliminary Plat	15	7	14	10	10
Measures of Efficiency					
Division expenditures per capita	\$6.62	\$7.28	\$8.00	\$7.99	\$9.42

**A number of factors change review times from year to year, including the number of corrections needed once submissions are reviewed and time between a plan's submittal and the next Planning and Zoning Commission meeting.

Community Development

Inspections and Code Enforcement	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	4.9	4.7	4.7	4.7	4.7
Division Expenditures	\$408,836	\$424,896	\$455,889	\$432,761	\$479,322
Outputs (Number of Permits Issued)					
New Single Family Residential	201	152	55	94	150
Residential Addition/Alteration	1,217	1,919	546	936	1,357
New Multi-Family Residential	20 bldgs (108 units)	0	0	0	80
New Commercial	14	7	9	15	12
Commercial Addition/Alteration	67	88	35	60	71
Number of Inspections	11,923	14,511	4,999	8,569	11,667
Code Enforcement Case Actions	n/a	49*	70	120	92
Code Enforcement Complaints	n/a	107*	69	118	130
Measures of Effectiveness <i>(**Average number of days to complete plan review for the following permit types)</i>					
Plan review time for residential permits.....3-5 business days					
Plan review time for commercial permits.....7-10 business days					
% of Inspections done within 24 hours of notification.....100%					
Measures of Efficiency					
Division expenditures per capita	\$10.39	\$10.51	\$11.15	\$10.58	\$11.63

** A number of factors affect review times including the various types of permits, additional documentation needed for flood zones, and extent of corrections needed once submissions are reviewed.

COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
ADMINISTRATION	\$275,799	\$352,258	\$352,256	\$238,546	\$327,422	\$359,628	2.1%
PLANNING AND ZONING	294,109	327,191	327,193	235,242	326,743	388,280	18.7%
INSPECTION / CODE ENFORCEMENT	424,896	455,889	455,889	307,610	432,761	479,322	5.1%
DEPARTMENT TOTAL	\$994,804	\$1,135,338	\$1,135,338	\$781,398	\$1,086,926	\$1,227,230	8.1%

EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
SALARIES AND BENEFITS	\$925,048	\$1,005,335	\$1,012,335	\$728,514	\$995,846	\$1,045,420	4.0%
SUPPLIES	15,023	23,693	22,533	7,263	15,992	21,640	-8.7%
MAINTENANCE	2,456	3,800	3,350	579	2,300	3,800	0.0%
SERVICES	42,782	102,510	97,120	45,042	72,788	156,370	52.5%
CAPITAL OUTLAY	9,495	0	0	0	0	0	0.0%
CLASSIFICATION TOTAL	\$994,804	\$1,135,338	\$1,135,338	\$781,398	\$1,086,926	\$1,227,230	8.1%

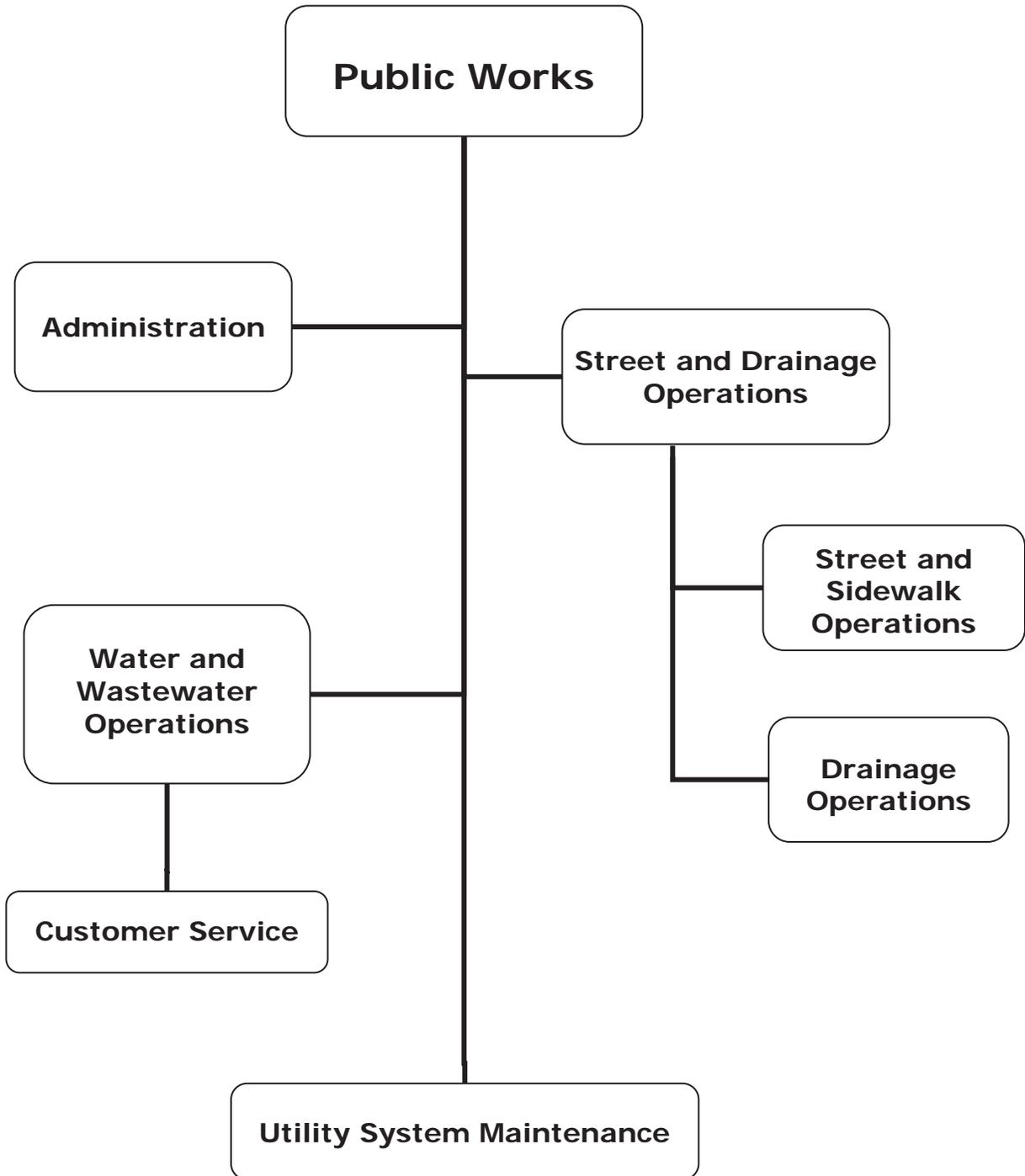
PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
ADMINISTRATION	2.00	2.00	2.00	2.00	2.00	2.00	0.0%
PLANNING AND ZONING	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
INSPECTION / CODE ENFORCEMENT	4.70	4.70	4.70	4.70	4.70	4.70	0.0%
PERSONNEL TOTAL	10.70	10.70	10.70	10.70	10.70	10.70	0.0%

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-3501-419.4110	FULLTIME SALARIES & WAGES	\$180,522	\$232,865	\$235,165	\$166,840	\$223,454	\$241,460
001-3501-419.4143	LONGEVITY PAY	1,085	1,160	1,160	1,205	1,205	1,320
001-3501-419.4144	VEHICLE ALLOWANCE	5,400	5,400	5,400	788	788	0
001-3501-419.4145	INCENTIVE-CERTIFICATE PAY	1,800	1,800	1,800	1,350	1,800	1,800
001-3501-419.4149	CELL PHONE ALLOWANCE	2,400	2,400	100	100	100	0
001-3501-419.4710	SOCIAL SECURITY/MEDICARE	13,842	17,907	17,907	12,503	17,907	18,026
001-3501-419.4720	TMRS RETIREMENT	30,394	38,848	38,848	27,101	38,848	39,157
001-3501-419.4810	HEALTH/DENTAL INSURANCE	25,781	26,101	26,101	19,032	26,101	26,101
001-3501-419.4820	LIFE INSURANCE	556	587	587	514	587	646
001-3501-419.4830	DISABILITY INSURANCE	612	645	645	604	645	832
001-3501-419.4840	WORKERS COMP INSURANCE	484	816	816	434	816	387
001-3501-419.4850	EAP SERVICES	136	116	116	97	116	116
001-3501-419.4890	FLEX PLAN ADMINISTRATION	50	43	43	36	48	43
	TOTAL SALARIES & BENEFITS	\$263,062	\$328,688	\$328,688	\$230,604	\$312,415	\$329,888
50 - SUPPLIES							
001-3501-419.5100	OFFICE SUPPLIES	\$3,454	\$0	\$0	\$0	\$0	\$0
001-3501-419.5200	PERSONNEL SUPPLIES	38	250	250	208	215	330
001-3501-419.5400	OPERATING SUPPLIES	467	5,950	4,985	1,657	4,209	6,100
001-3501-419.5800	OPERATING EQUIPMENT<\$5000	120	4,750	4,750	393	1,000	1,550
	TOTAL SUPPLIES	\$4,079	\$10,950	\$9,985	\$2,258	\$5,424	\$7,980
70 - SERVICES							
001-3501-419.7350	SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$100
001-3501-419.7400	OPERATING SERVICES	0	0	963	963	1,283	0
001-3501-419.7401	POSTAL / COURIER SERVICES	721	2,300	2,300	511	850	2,300
001-3501-419.7510	TRAINING	3,182	4,250	4,250	2,225	3,200	6,610
001-3501-419.7520	TRAVEL EXPENSES & REIMBURSE	3,284	4,800	4,800	1,555	3,500	11,170
001-3501-419.7530	MEMBERSHIPS	749	1,270	1,270	430	750	1,100
001-3501-419.7730	INTERNET/WIRELESS SERVICES	722	0	0	0	0	480
	TOTAL SERVICES	\$8,658	\$12,620	\$13,583	\$5,684	\$9,583	\$21,760
3501 - COMMUNITY DEVELOPMENT ADMIN		\$275,799	\$352,258	\$352,256	\$238,546	\$327,422	\$359,628

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-3502-419.4110	FULLTIME SALARIES & WAGES	\$175,825	\$184,187	\$191,187	\$140,126	\$190,834	\$200,239
001-3502-419.4130	OVERTIME PAY	1,644	2,000	2,000	1,441	1,920	2,055
001-3502-419.4143	LONGEVITY PAY	1,223	1,350	1,350	1,345	1,345	1,585
001-3502-419.4145	INCENTIVE-CERTIFICATE PAY	1,200	1,200	1,200	900	1,200	1,200
001-3502-419.4190	ACCRUED PAYROLL	1,479	0	0	0	0	0
001-3502-419.4710	SOCIAL SECURITY/MEDICARE	12,741	12,976	12,976	9,956	12,976	14,332
001-3502-419.4720	TMRS RETIREMENT	28,818	30,103	30,103	22,888	30,103	32,833
001-3502-419.4810	HEALTH/DENTAL INSURANCE	43,506	52,072	52,072	37,969	52,072	52,072
001-3502-419.4820	LIFE INSURANCE	573	522	522	445	592	561
001-3502-419.4830	DISABILITY INSURANCE	625	571	571	518	690	717
001-3502-419.4840	WORKERS COMP INSURANCE	1,209	272	272	228	303	325
001-3502-419.4850	EAP SERVICES	208	232	232	194	258	232
001-3502-419.4890	FLEX PLAN ADMINISTRATION	77	86	86	159	212	179
	TOTAL SALARIES & BENEFITS	\$269,128	\$285,571	\$292,571	\$216,169	\$292,505	\$306,330
50 - SUPPLIES							
001-3502-419.5200	PERSONNEL SUPPLIES	\$307	\$600	\$405	\$227	\$302	\$600
001-3502-419.5400	OPERATING SUPPLIES	527	700	700	340	453	2,000
	TOTAL SUPPLIES	\$834	\$1,300	\$1,105	\$567	\$755	\$2,600
70 - SERVICES							
001-3502-419.7350	SURETY BONDS	\$0	\$80	\$277	\$277	\$277	\$0
001-3502-419.7400	OPERATING SERVICES	150	200	1,400	1,025	1,366	350
001-3502-419.7510	TRAINING	3,824	6,275	5,075	2,520	5,075	12,830
001-3502-419.7520	TRAVEL EXPENSES & REIMBURSE	3,058	3,500	3,500	1,488	3,500	11,060
001-3502-419.7530	MEMBERSHIPS	570	265	265	0	265	610
001-3502-419.7800	CONTRACT SERVICES	7,050	30,000	23,000	13,196	23,000	54,500
	TOTAL SERVICES	\$14,652	\$40,320	\$33,517	\$18,506	\$33,483	\$79,350
80 - CAPITAL OUTLAY							
001-3502-419.8800	CAPITAL EQUIPMENT	\$9,495	\$0	\$0	\$0	\$0	\$0
	TOTAL CAPITAL OUTLAY	\$9,495	\$0	\$0	\$0	\$0	\$0
3502-PLANNING AND ZONING		\$294,109	\$327,191	\$327,193	\$235,242	\$326,743	\$388,280

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-3528-424.4110	FULLTIME SALARIES & WAGES	\$255,625	\$260,761	\$260,761	\$185,853	\$258,804	\$272,095
001-3528-424.4130	OVERTIME PAY	7,070	4,330	4,330	2,713	4,330	5,138
001-3528-424.4143	LONGEVITY PAY	2,807	1,982	1,982	2,049	2,049	2,360
001-3528-424.4145	INCENTIVE-CERTIFICATE PAY	2,600	2,400	2,400	2,700	3,600	3,600
001-3528-424.4149	CELL PHONE ALLOWANCE	2,628	2,718	2,718	1,925	2,718	2,718
001-3528-424.4190	ACCRUED PAYROLL	3,359	0	0	0	0	0
001-3528-424.4220	PART-TIME WAGES	1,385	0	0	0	0	0
001-3528-424.4710	SOCIAL SECURITY/MEDICARE	19,500	19,281	19,281	13,785	19,281	20,466
001-3528-424.4720	TMRS RETIREMENT	41,714	43,414	43,414	31,073	43,414	45,774
001-3528-424.4810	HEALTH/DENTAL INSURANCE	52,571	53,351	53,351	39,108	53,351	53,633
001-3528-424.4820	LIFE INSURANCE	795	751	751	594	792	776
001-3528-424.4830	DISABILITY INSURANCE	866	818	818	692	923	994
001-3528-424.4840	WORKERS COMP INSURANCE	1,480	895	895	701	935	1,025
001-3528-424.4850	EAP SERVICES	343	273	273	228	303	273
001-3528-424.4890	FLEX PLAN ADMINISTRATION	115	102	102	320	426	350
	TOTAL SALARIES & BENEFITS	\$392,858	\$391,076	\$391,076	\$281,741	\$390,926	\$409,202
50 - SUPPLIES							
001-3528-424.5200	PERSONNEL SUPPLIES	\$1,587	\$2,070	\$2,070	\$1,403	\$1,871	\$2,900
001-3528-424.5300	VEHICLE SUPPLIES	21	1,600	1,600	0	500	400
001-3528-424.5301	FUEL	4,983	4,448	4,448	2,638	4,117	4,440
001-3528-424.5400	OPERATING SUPPLIES	3,052	2,825	2,825	397	2,825	2,820
001-3528-424.5800	OPERATING EQUIPMENT<\$5000	467	500	500	0	500	500
	TOTAL SUPPLIES	\$10,110	\$11,443	\$11,443	\$4,438	\$9,813	\$11,060
60 - MAINTENANCE							
001-3528-424.6300	VEHICLE MAINTENANCE	\$2,456	\$3,800	\$3,350	\$579	\$2,300	\$3,800
	TOTAL MAINTENANCE	\$2,456	\$3,800	\$3,350	\$579	\$2,300	\$3,800
70 - SERVICES							
001-3528-424.7311	VEHICLE INSURANCE	\$2,139	\$2,183	\$2,183	\$1,548	\$2,183	\$2,200
001-3528-424.7400	OPERATING SERVICES	0	0	450	115	153	450
001-3528-424.7441	CODE ENFORCEMENT SERVICES	1,237	1,750	3,250	2,515	3,250	1,750
001-3528-424.7498	JUDGMENTS & DAMAGE CLAIMS	500	1,000	1,000	0	0	1,000
001-3528-424.7510	TRAINING	2,652	7,570	6,070	2,319	3,092	6,510
001-3528-424.7520	TRAVEL EXPENSES & REIMBURSE	2,178	9,350	9,350	2,918	5,890	9,350
001-3528-424.7530	MEMBERSHIPS	210	486	486	480	480	1,620
001-3528-424.7730	INTERNET/WIRELESS SERVICE	2,545	3,500	3,500	2,393	3,500	3,500
001-3528-424.7800	CONTRACT SERVICES	0	5,000	5,000	0	0	5,000
001-3528-424.7831	VEHICLE LEASE-INTERNAL	7,911	10,431	10,431	7,821	10,431	15,580
001-3528-424.7842	STORM WATER MANAGEMENT	100	8,300	8,300	743	743	8,300
	TOTAL SERVICES	\$19,472	\$49,570	\$50,020	\$20,852	\$29,722	\$55,260
3528-INSPECTION/CODE ENFORCEMENT		\$424,896	\$455,889	\$455,889	\$307,610	\$432,761	\$479,322



Mission Statement

The Public Works Department makes every effort to improve the quality of life by providing advance planning and outstanding services that improve drainage and utility systems for all citizens, businesses, and visitors.

Fiscal Year 2017 – 18 Accomplishments

Our staff accomplished the following:

- 6,425 linear feet of sidewalks were raised
- 680 linear feet of sidewalks were removed and replaced
- 594 linear feet of curb replacement
- 6,425 square feet of streets were raised
- 432 signs repaired through work orders were completed
- 37 signs were replaced through the Sign Replacement Program
- 21 street banners were hung
- 38 fire hydrants repaired, installed, or audited
- 61 meters changed out
- 601 bacteriological samples were collected
- 52 lead and copper samples were collected
- 308 dead end fire hydrants flushed
- 157 non-dead fire hydrants flushed
- 2,190 utility billing work orders
- 467 repairs to vehicles
- 191 repairs to equipment

The following were completed through the Sewer Rehab Project:

- 3,209 linear feet of cleaning and TV inspection of sanitary sewer lines
- 3,209 linear feet of Cured in Place Pipe, CIPP Liner for sanitary sewer lines
- 0 linear feet of Pipe Bursting (enlargement)
- 0 linear feet of Remove and Replace pipe
- 1 point repairs
- 20 manhole replacements

Current Operations

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

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

Street Maintenance Program

This is the fifteenth year of this program. This program is intended to be an on-going maintenance project to repair and reconstruct existing concrete streets, sidewalks, curbs, sealing and asphalt overlays. The two of the past three year's allotments were included with the 2013 Bond Funds for the Projects to reconstruct Mary Ann Drive, West Shadowbend Avenue, Townes, and Winding Roads. A portion of this past year's allotment is currently being applied towards acquiring an updated paving study for the City. Included in this year's budget is \$500,000 for this program.

Sanitary Sewer Rehabilitation Program

This program will begin its seventeenth year and is the City's primary effort to reduce the amount of inflow & infiltration (I&I) into the wastewater collection system. Through this program, a portion of the wastewater collection system determined via "in-house" investigation, is cleaned and inspected by camera. Damaged and deteriorated sections are located and a suitable method of pipe replacement/ rehabilitation is selected for the repair. Included in this year's budget is \$500,000 for this program.

Additionally, we have coordinated and completed working with RJN Group for the first two phases of a formal Sanitary Sewer System Assessment Study to determine critical sources of I&I in our system. A third party engineer has been contracted and we are currently in the preliminary design phase for rehabilitation (Phase III). Phase IV will encompass actual rehabilitation based on RJN's assessment. RJN has been contracted for Phases V & VI to complete further assessment of the City's Sanitary Sewer System for rehabilitation.

Meter Change out Program

This program replaces the old and dead (non- functioning) water meters. New water meters provide accurate measurements and record correct water usage resulting in a reduction of lost revenue and 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 Bales Intermediate and Windsong Intermediate and will continue to do so.

Water Operations

Harris-Galveston Coastal Subsidence District (HGCSA) requires 80% of the City’s total water usage is purchased surface water. The City has managed to meet this requirement since its conception in 2001. It has been and will be a goal to meet it again this year and years to come. Prior to this mandate the City experienced ranges between 60-70%. As the population continues to grow, the need for water will grow as well. The City has purchased additional surface water in order to meet the future demands.

Highlights of the Budget

The following decision packages are included in the FY20 adopted budget.

General Fund

Description	Type	Amount
Skid Steer Loader (Lease to Purchase)	One Time Costs	\$101,000
Street Sweeper/ Vacuum (Lease to Purchase)	One Time Costs	\$205,000

Water and Sewer Fund

Description	Type	Amount
Blackhawk WWTP Aeration System Upgrade	One Time Costs	\$2,569,413
Blackhawk WWTP Re-rating	One Time Costs	\$348,795
Blackhawk WWTP Additional Capacity (Year 3 of 6)	One Time Costs	\$633,130
SEWPP-FY 2012-2017 Program Balance (Year 2 of 3)	One Time Costs	\$411,002
SEWPP-FY 2019-2023 Program Balance (Year 1 of 5)	One Time Costs	\$810,000
Vacuum/ Jet Combination Truck (Lease to Purchase)	One Time Costs	\$450,000

The following decision packages are not included with the FY20 adopted budget.

General Fund

Description	Type	Amount
Industrial Zero Turn Riding Mower	One Time Costs	\$14,000
	Ongoing Costs	\$1,050
Message Board	One Time Costs	\$20,000
	Ongoing Costs	\$75

Public Works

Water and Sewer

Description	Type	Amount
Pump & Piping Changes SWS#2	One Time Costs	\$45,000
6" Pump Replacements for LS 8,17,22, & 36	One Time Costs	\$78,000
PW Administrative Secretary	One Time Costs Ongoing Costs	\$2,700 \$56,243
LS#2 Spare Pump	One Time Costs	\$25,000
Control Replacement SWS #1	One Time Costs	\$55,000
Control Replacement SWS #2	One Time Costs	\$65,000
Operations Maintenance Worker	Ongoing Costs	\$56,208
1-Ton Truck w/ Utility Bed – Mechanic	One Time Costs Ongoing Costs	\$60,000 \$4,000
Mechanic Tools	One Time Costs	\$30,000
Crew Leader (FTE 1.0)	Ongoing Costs	\$70,351
Class 5 truck W/ Service Body	One Time Costs Ongoing Costs	\$61,000 \$4,500
PW116 Replacement backhoe	One Time Costs Ongoing Costs	\$90,000 \$4,500

Public Works

2018-2019 Departmental Performance Measures by Division

Supports the City's Strategic Goals: 1-Communication, 3-Preservation, 6-Organizational Development

Administration General Fund & Water/Sewer Fund	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	4.0	4.0	4.0	4.0	4.0
Division expenditures	\$470,212	\$502,571	\$513,485	\$539,171	\$501,743
Measures of Efficiency					
Division expenditures per capita	\$11.95	\$12.43	\$12.55	\$13.18	\$12.17

Street/Sidewalk Operations	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	12.0	12.0	13.0	13.0	13.0
Division Expenditures	\$1,231,147	\$1,273,295	\$1,447,992	\$1,529,129	\$1,457,892
Outputs					
# of Street Signs Replaced in Program	188	37	250	300	250
# of Street Signs Repaired / Replaced by work orders	600	432	700	800	800
Sidewalk Raised (lf)	7,969	6,425	8,000	8,000	8,000
Sidewalk Removed & Replaced (lf)	260	680	300	660	600
Street Raising (sf)	13,279	56,771	20,000	18,000	20,000
# of Completed Work Orders for Streets	829	837	600	500	600
Measures of Effectiveness					
Average # of days to complete Signs work orders	2.21	4.24	4.00	2.42	3.00
% of work orders for Signs completed within 10 days	83.91	96.57	90	90	90
Average # of days to complete Street work orders	19.71	22.88	20.00	25.00	23.00
% of Street work orders completed within 10 days	74.89	80.57	75	80	78
Measures of Efficiency					
Monthly Operating Costs	\$102,596	\$106,108	\$120,666	\$127,427	\$121,491
Division expenditures per capita	\$31.28	\$31.50	\$35.40	\$37.38	\$35.37

Public Works

Drainage Operations	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	4.0	4.0	4.0	4.0	4.0
Division Expenditures	\$379,059	\$321,785	\$385,804	\$365,023	\$387,127
Outputs					
Ditches Cleaned (ft)	14,900	4,025	13,000	4,000	10,000
Road side Ditches Mowed (ac)	563	678	660	600	625
Storm Pipe Cleaned (ft)	553	227	400	400	400
Debris Cleaned (cy)	922	1,462	900	500	500
# of Work Orders	143	130	150	140	145
Measures of Effectiveness					
Average # of days to complete work orders	13.45	8.06	9.00	9.00	9.00
% of work orders completed within 10 working days	96.27	86.92	95	90	93
Measures of Efficiency					
Monthly cost to operate the Drainage Operations	\$31,588	\$26,815	\$32,150	\$30,419	\$32,261
Division expenditures per capita	\$9.63	\$7.96	\$9.43	\$8.92	\$9.39

Public Works

Water Operations and Utilities	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	8.30	9.30	9.30	9.30	9.30
Division Expenditures	\$2,784,234	\$2,867,485	\$3,349,799	\$3,822,909	\$4,384,404
Outputs					
# of Active Utility Accounts	13,619	13,744	13,700	13,950	14,050
# of Completed Work Orders	1,398	1,983	1,500	1,585	1,600
# of meter change outs	75	61	100	60	70
# of Service Lines Repaired	172	204	190	180	200
# of Main Lines Repaired	44	116	60	100	100
# of Lines Flushed	620	495	620	350	400
# of Fire Hydrants Serviced	1,543	38	1,300	800	1,000
Ground Water Pumpage (MG)	11.206	27.929	17.500	20.000	20.000
Surface Water Pumpage (MG)	1,916.888	1,962.993	2,000.000	1,975.000	2,000.000
Total Water Usage (MG)	1,928.094	1,990.922	2,000.000	2,000.000	2,100.000
Total Daily Average Water Production (MG)	5.82	5.455	5.90	5.48	5.75
Total Surface Water Purchased (MG)	1,916.888	1,962.993	2,000.000	1,975.000	2,000.000
Measures of Effectiveness					
Average # of days to complete work orders	1.26	1.37	1.25	1.45	1.30
% of work orders within 2 working days	95.99	93.60	98	92	95
<i>Maintain Subsidence Districts mandates of having at least 80% of the City's total water usage be purchased surface water</i>					
% of Purchased Surface Water Usage	99.42	98.60	99	99	99
Measures of Efficiency					
Monthly Operating Costs	\$232,020	\$238,957	\$279,150	\$318,576	\$365,367
Division expenditures per capita	\$70.74	\$70.93	\$81.89	\$93.46	\$106.38

Public Works

Sewer Operations and Utilities	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	10.00	11.00	11.00	11.00	11.00
Division Expenditures	\$2,666,948	\$2,923,745	\$3,679,767	\$5,085,611	\$7,698,014
Outputs					
# of Completed Work Orders	514	564	600	750	700
Sewer Treatment Total All Flows (MG)	1,199.541	1,137.697	1,240.000	1,240.000	1,250.000
Sewer Treatment Total Daily Average (MG)	3.286	3.117	3.35	3.35	3.35
# of Service Lines Repaired	85	85	85	125	100
# of Main Lines repaired	7	10	10	6	8
# of Sewer Lines cleaned ft.	18,073	20,175	25,000	21,400	22,000
# of Manholes repaired	6	7	15	6	7
# of Sewer Main Stoppages	32	29	40	36	38
# of Service Lines Stoppages	116	112	130	145	130
# of Lift Station repairs	907	908	900	875	900
Measures of Effectiveness					
Average # of days to complete work orders	1.35	1.53	1.35	1.35	1.35
% of work orders completed within 2 working days	94.36	90.43	94.00	91.00	92.00
Measures of Efficiency					
Monthly cost to operate the City's Sewer Operations	\$222,246	\$243,645	\$306,647	\$423,801	\$641,501
Division expenditures per capita	\$67.76	\$72.32	\$89.96	\$124.33	\$186.77

Public Works

Utility Customer Service	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	2.00	2.00	2.00	2.00	2.00
Division Expenditures	\$229,582	\$221,998	\$238,227	\$238,133	\$249,653
Outputs					
# of Active Utility Accounts	13,619	13,744	13,675	13,725	13,750
# of Completed Work Orders	4,257	2,190	2,400	2,500	2,600
# of cut-offs	909	1,055	725	1,000	1,000
# of reconnects	781	822	725	900	900
# of work orders closed	4,257	2,190	2,300	2,500	2,600
Measures of Effectiveness					
# of work orders completed per FTE	2,129	1,095	1,200	1,100	1,100
% of work orders closed out	100	100	100	100	100
Measures of Efficiency					
Monthly cost to operate the City's Utility Customer Service	\$19,132	\$18,500	\$19,852	\$19,844	\$20,804
Division expenditures per capita	\$5.83	\$5.49	\$5.82	\$5.82	\$6.06

Storm/Hurricane	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
Division expenditures	\$45,012	\$80,467	\$0	\$0	\$0
Measures of Efficiency					
Division expenditures per capita	\$1.14	\$1.99	\$0	\$0	\$0

**PUBLIC WORKS
DEPARTMENT SUMMARY**

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
ADMINISTRATION (GF)	\$332,843	\$334,326	\$408,917	\$279,903	\$365,569	\$253,762	-24.1%
STREET/SIDEWALK OPERATIONS	1,273,295	1,447,992	1,619,813	1,009,618	1,529,129	1,457,892	0.7%
DRAINAGE OPERATIONS	321,785	385,804	428,131	258,200	365,023	387,127	0.3%
ENGINEERING & CAPITAL PROJ (GF)*	246,125	266,443	272,243	188,630	252,458	0	-100.0%
ADMINISTRATION (W/S)	169,731	179,159	180,119	125,757	173,602	247,981	38.4%
WATER UTILITIES & OPERATIONS	2,867,485	3,349,799	3,857,726	2,187,833	3,822,909	4,384,404	30.9%
SEWER UTILITIES & OPERATIONS	2,923,745	3,679,767	5,110,122	3,952,251	5,085,611	7,698,014	109.2%
CUSTOMER SERVICE (W/S)	221,998	238,227	241,492	175,159	238,133	249,653	4.8%
STORM (W/S)	80,467	0	0	0	0	0	0.0%
ENGINEERING & CAPITAL PROJ (W/S)*	141,939	158,525	158,525	74,735	81,542	0	0.0%
DEPARTMENT TOTAL	\$8,579,413	\$10,040,042	\$12,277,088	\$8,252,086	\$11,913,976	\$14,678,833	46.2%

EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
SALARIES & BENEFITS	\$3,328,473	\$3,649,795	\$3,646,755	\$2,431,696	\$3,367,101	\$3,255,040	-10.8%
SUPPLIES	350,414	357,262	444,109	305,812	434,908	359,400	0.6%
MAINTENANCE	552,061	787,700	819,620	422,134	791,363	694,200	-11.9%
SERVICES	4,116,573	4,748,192	6,381,668	4,372,457	6,335,930	8,935,998	88.2%
CAPITAL OUTLAY	16,765	335,000	411,840	169,367	411,578	0	-100.0%
OTHER	215,127	162,093	573,096	550,620	573,096	1,434,195	784.8%
CLASSIFICATION TOTAL	\$8,579,413	\$10,040,042	\$12,277,088	\$8,252,086	\$11,913,976	\$14,678,833	46.2%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
ADMINISTRATION - (GF)	2.40	2.40	2.40	2.00	2.00	2.40	0.0%
ADMINISTRATION - (W/S)	1.60	1.60	1.60	2.00	2.00	1.60	0.0%
STREET/SIDEWALK OPERATIONS	13.00	13.00	13.00	13.00	13.00	13.00	0.0%
DRAINAGE OPERATIONS	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
WATER UTILITIES	6.00	6.00	6.00	6.00	6.00	6.00	0.0%
SEWER UTILITIES	6.00	7.00	7.00	7.00	7.00	7.00	0.0%
WATER OPERATIONS	3.30	3.30	3.30	3.30	3.30	3.30	0.0%
SEWER OPERATIONS	4.00	4.00	4.00	4.00	4.00	4.00	0.0%
UTILITY CUSTOMER SERVICE - (W/S)	2.00	2.00	2.00	2.00	2.00	2.00	0.0%
ENGINEERING & CAPITAL PROJ - (GF)*	2.60	2.60	2.60	2.60	0.00	0.00	-100.0%
ENGINEERING & CAPITAL PROJ - (W/S)*	1.40	1.40	1.40	1.40	0.00	0.00	-100.0%
PERSONNEL TOTAL	46.30	47.30	47.30	47.30	43.30	43.30	0.0%

*In FY19, the Engineering division was separated from the Public Works department.
A new department was created for Engineering and Capital Projects. The division number 3770 was kept the same.
For budget presentation the FY18 actual expenditures and all of FY19 amounts are included in the Public Works department.

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-3601-431.4110	FULLTIME SALARIES & WAGES	\$204,791	\$217,643	\$208,790	\$138,491	\$184,655	\$163,902
001-3601-431.4130	OVERTIME PAY	2,428	1,000	1,000	758	1,010	1,028
001-3601-431.4143	LONGEVITY PAY	1,221	526	526	622	623	905
001-3601-431.4144	VEHICLE ALLOWANCE	7,470	7,560	7,560	1,103	1,103	0
001-3601-431.4145	INCENTIVE-CERTIFICATE PAY	1,710	840	840	880	880	600
001-3601-431.4149	CELL PHONE ALLOWANCE	2,030	2,100	420	368	420	420
001-3601-431.4190	ACCRUED PAYROLL	2,341	0	10,533	10,533	10,533	0
001-3601-431.4710	SOCIAL SECURITY/MEDICARE	15,731	16,056	16,056	10,690	14,255	11,806
001-3601-431.4720	TMRS RETIREMENT	35,291	36,630	36,630	24,312	32,415	26,714
001-3601-431.4810	HEALTH/DENTAL INSURANCE	26,830	33,537	33,537	24,852	33,135	29,229
001-3601-431.4820	LIFE INSURANCE	690	623	623	426	568	459
001-3601-431.4830	DISABILITY INSURANCE	723	654	654	471	627	564
001-3601-431.4840	WORKERS COMP INSURANCE	996	386	386	1,014	1,352	264
001-3601-431.4850	EAP SERVICES	153	139	139	105	140	116
001-3601-431.4890	FLEX PLAN ADMINISTRATION	57	52	52	183	243	135
	TOTAL SALARIES & BENEFITS	\$302,462	\$317,746	\$317,746	\$214,808	\$281,959	\$236,142
50 - SUPPLIES							
001-3601-431.5100	OFFICE SUPPLIES	\$2,809	\$0	\$0	\$0	\$0	\$0
001-3601-431.5200	PERSONNEL SUPPLIES	214	350	372	372	372	350
001-3601-431.5400	OPERATING SUPPLIES	397	2,800	2,800	2,392	2,700	2,800
001-3601-431.5800	OPERATING EQUIPMENT<\$5000	16,486	0	71,551	57,080	71,551	500
	TOTAL SUPPLIES	\$19,906	\$3,150	\$74,723	\$59,844	\$74,623	\$3,650
70 - SERVICES							
001-3601-431.7400	OPERATING SERVICES	\$904	\$1,000	\$3,015	\$2,171	\$2,895	\$1,000
001-3601-431.7401	POSTAL / COURIER SERVICES	137	200	200	228	300	250
001-3601-431.7510	TRAINING	1,045	5,600	4,725	114	2,500	6,500
001-3601-431.7520	TRAVEL EXPENSES & REIMBURSE	2,664	4,700	3,763	1,663	2,217	5,300
001-3601-431.7530	MEMBERSHIPS	1,078	1,900	1,675	1,075	1,075	880
001-3601-431.7540	PUBLICATIONS	0	30	30	0	0	40
001-3601-431.7800	CONTRACT SERVICES	4,647	0	3,040	0	0	0
	TOTAL SERVICES	\$10,475	\$13,430	\$16,448	\$5,251	\$8,987	\$13,970
3601 - PUBLIC WORKS ADMINISTRATION		\$332,843	\$334,326	\$408,917	\$279,903	\$365,569	\$253,762

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-3610-431.4110	FULLTIME SALARIES & WAGES	\$400,182	\$517,900	\$502,771	\$327,968	\$447,290	\$496,893
001-3610-431.4130	OVERTIME PAY	21,287	10,179	10,179	15,301	27,401	16,440
001-3610-431.4131	HOLIDAY HRS WORKED	430	0	0	0	0	0
001-3610-431.4143	LONGEVITY PAY	5,703	4,250	4,250	4,487	4,487	6,775
001-3610-431.4145	INCENTIVE-CERTIFICATE PAY	3,725	3,300	3,300	2,175	2,900	1,800
001-3610-431.4149	CELL PHONE ALLOWANCE	2,545	2,580	1,380	983	1,310	840
001-3610-431.4190	ACCRUED PAYROLL	4,661	0	13,289	13,288	13,288	0
001-3610-431.4710	SOCIAL SECURITY/MEDICARE	31,642	37,409	37,409	26,284	35,045	36,728
001-3610-431.4720	TMRS RETIREMENT	69,531	85,843	85,843	57,963	77,284	83,692
001-3610-431.4810	HEALTH/DENTAL INSURANCE	76,826	140,328	140,328	76,059	101,412	136,618
001-3610-431.4820	LIFE INSURANCE	1,312	1,483	1,483	1,044	1,393	1,400
001-3610-431.4830	DISABILITY INSURANCE	1,409	1,577	1,577	1,195	1,593	1,751
001-3610-431.4840	WORKERS COMP INSURANCE	15,610	18,107	18,107	13,183	17,577	19,339
001-3610-431.4850	EAP SERVICES	707	755	755	571	762	755
001-3610-431.4890	FLEX PLAN ADMINISTRATION	263	281	281	212	283	281
	TOTAL SALARIES & BENEFITS	\$635,833	\$823,992	\$820,952	\$540,713	\$732,025	\$803,312
50 - SUPPLIES							
001-3610-431.5200	PERSONNEL SUPPLIES	\$12,013	\$14,040	\$14,040	\$8,661	\$13,548	\$14,620
001-3610-431.5301	FUEL	29,950	24,660	24,660	24,752	29,003	24,660
001-3610-431.5400	OPERATING SUPPLIES	12,766	9,800	9,800	8,365	11,153	11,000
001-3610-431.5474	SIGN MATERIALS	29,490	31,000	35,453	30,882	35,453	33,000
001-3610-431.5800	OPERATING EQUIPMENT-<\$5000	12,253	11,250	11,250	7,529	10,040	11,250
	TOTAL SUPPLIES	\$96,472	\$90,750	\$95,203	\$80,189	\$99,197	\$94,530
60 - MAINTENANCE							
001-3610-431.6300	VEHICLE MAINTENANCE	\$8,182	\$23,000	\$23,000	\$10,073	\$13,431	\$23,000
001-3610-431.6510	STREET MAINTENANCE	55,051	75,000	60,780	20,631	60,780	75,000
001-3610-431.6515	BRIDGE MAINTENANCE	0	1,000	1,000	0	0	1,000
001-3610-431.6517	TRAFFIC LIGHT MAINTENANCE	1,612	2,000	3,000	2,736	3,647	2,000
001-3610-431.6520	SIDEWALK MAINTENANCE	11,687	15,000	15,000	3,662	15,000	15,000
001-3610-431.6800	EQUIPMENT MAINTENANCE	14,983	18,000	26,595	24,146	32,195	19,000
	TOTAL MAINTENANCE	\$91,515	\$134,000	\$129,375	\$61,248	\$125,053	\$135,000
70 - SERVICES							
001-3610-431.7311	VEHICLE INSURANCE	\$4,973	\$6,438	\$6,438	\$4,599	\$6,438	\$7,510
001-3610-431.7400	OPERATING SERVICES	550	1,000	1,832	732	975	2,000
001-3610-431.7497	RECRUITMENT ADVERTISING	0	300	300	0	300	300
001-3610-431.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	1,324	1,324	1,765	1,000
001-3610-431.7510	TRAINING	25	950	950	66	150	950
001-3610-431.7520	TRAVEL EXPENSES & REIMBURSE	0	25	25	0	25	30
001-3610-431.7611	ELECTRICITY	414,749	367,266	367,266	279,928	373,236	367,260
001-3610-431.7612	TELEPHONE/COMMUNICATIONS	0	0	64	23	31	250
001-3610-431.7800	CONTRACT SERVICES	1,500	500	125,500	28,709	125,500	500
001-3610-431.7830	RENTAL	0	6,150	6,150	0	0	6,150
001-3610-431.7831	VEHICLE LEASE-INTERNAL	10,909	16,121	16,121	12,087	16,121	39,100
	TOTAL SERVICES	\$432,706	\$399,250	\$525,970	\$327,468	\$524,541	\$425,050
80 - CAPITAL OUTLAY							
001-3610-431.8400	CAPITAL OPERATING EQUIP	\$16,769	\$0	\$48,313	\$0	\$48,313	\$0
	TOTAL CAPITAL OUTLAY	\$16,769	\$0	\$48,313	\$0	\$48,313	\$0
3610 - STREETS / SIDEWALK OPERATIONS		\$1,273,295	\$1,447,992	\$1,619,813	\$1,009,618	\$1,529,129	\$1,457,892

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-3620-431.4110	FULLTIME SALARIES & WAGES	\$160,753	\$191,492	\$176,926	\$88,910	\$138,546	\$182,722
001-3620-431.4130	OVERTIME PAY	6,295	6,138	6,138	5,260	7,500	8,220
001-3620-431.4131	HOLIDAY HRS WORKED	0	0	0	0	0	0
001-3620-431.4143	LONGEVITY PAY	4,576	4,445	4,445	4,515	4,515	2,215
001-3620-431.4145	INCENTIVE-CERTIFICATE PAY	1,500	1,500	1,500	825	1,100	3,915
001-3620-431.4149	CELL PHONE ALLOWANCE	1,140	1,140	1,140	628	835	420
001-3620-431.4190	ACCRUED PAYROLL	2,632	0	14,566	14,565	14,565	0
001-3620-431.4710	SOCIAL SECURITY/MEDICARE	12,057	13,754	13,754	8,017	12,689	13,483
001-3620-431.4720	TMRS RETIREMENT	27,534	32,652	32,652	18,257	28,343	31,618
001-3620-431.4810	HEALTH/DENTAL INSURANCE	45,692	55,384	55,384	22,308	39,743	49,588
001-3620-431.4820	LIFE INSURANCE	542	567	567	280	573	525
001-3620-431.4830	DISABILITY INSURANCE	568	594	594	307	509	644
001-3620-431.4840	WORKERS COMP INSURANCE	5,575	6,905	6,905	4,256	5,675	7,299
001-3620-431.4850	EAP SERVICES	237	232	232	126	167	232
001-3620-431.4890	FLEX PLAN ADMINISTRATION	88	86	86	47	62	86
	TOTAL SALARIES & BENEFITS	\$269,189	\$314,889	\$314,889	\$168,301	\$254,822	\$300,967
50 - SUPPLIES							
001-3620-431.5200	PERSONNEL SUPPLIES	\$4,063	\$5,680	\$5,680	\$2,876	\$4,834	\$5,860
001-3620-431.5301	FUEL	3,748	3,330	3,330	847	3,129	3,330
001-3620-431.5400	OPERATING SUPPLIES	773	1,000	1,000	78	775	1,000
001-3620-431.5800	OPERATING EQUIPMENT<\$5000	1,533	1,700	1,700	1,245	1,660	1,700
	TOTAL SUPPLIES	\$10,117	\$11,710	\$11,710	\$5,046	\$10,398	\$11,890
60 - MAINTENANCE							
001-3620-431.6300	VEHICLE MAINTENANCE	\$470	\$3,000	\$3,000	\$488	\$1,651	\$3,000
001-3620-431.6530	DRAINAGE MAINTENANCE	19,279	37,300	38,627	32,474	38,627	37,300
001-3620-431.6800	EQUIPMENT MAINTENANCE	8,944	10,500	16,500	14,164	18,885	11,500
	TOTAL MAINTENANCE	\$28,693	\$50,800	\$58,127	\$47,126	\$59,163	\$51,800
70 - SERVICES							
001-3620-431.7311	VEHICLE INSURANCE	\$2,606	\$1,709	\$1,709	\$1,233	\$1,644	\$1,410
001-3620-431.7498	JUDGMENTS & DAMAGE CLAIMS	1,000	500	500	0	0	1,000
001-3620-431.7510	TRAINING	0	200	200	0	0	100
001-3620-431.7800	CONTRACT SERVICES	0	0	35,000	35,000	35,000	0
001-3620-431.7830	RENTAL	0	4,000	4,000	0	2,000	4,000
001-3620-431.7831	VEHICLE LEASE-INTERNAL	10,180	1,996	1,996	1,494	1,996	15,960
	TOTAL SERVICES	\$13,786	\$8,405	\$43,405	\$37,727	\$40,640	\$22,470
3620 - DRAINAGE OPERATIONS		\$321,785	\$385,804	\$428,131	\$258,200	\$365,023	\$387,127

3770 - ENGINEERING & CAPITAL PROJECTS (GF)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-3770-431.4110	FULLTIME SALARIES & WAGES	\$155,958	\$156,446	\$157,166	\$114,829	\$153,105	\$0
001-3770-431.4130	OVERTIME PAY	1,543	500	500	1,240	1,653	0
001-3770-431.4131	HOLIDAY HRS WORKED	51	0	0	0	0	0
001-3770-431.4143	LONGEVITY PAY	851	950	950	1,007	1,007	0
001-3770-431.4145	INCENTIVE-CERTIFICATE PAY	4,980	3,900	3,900	3,735	3,900	0
001-3770-431.4149	CELL PHONE ALLOWANCE	1,800	1,800	1,080	795	1,060	0
001-3770-431.4710	SOCIAL SECURITY/MEDICARE	12,084	11,949	11,949	8,930	11,906	0
001-3770-431.4720	TMRS RETIREMENT	26,262	26,094	26,094	19,354	25,805	0
001-3770-431.4810	HEALTH/DENTAL INSURANCE	23,980	23,980	23,980	17,486	23,314	0
001-3770-431.4820	LIFE INSURANCE	477	437	437	352	468	0
001-3770-431.4830	DISABILITY INSURANCE	516	474	474	407	542	0
001-3770-431.4840	WORKERS COMP INSURANCE	550	443	443	360	479	0
001-3770-431.4850	EAP SERVICES	176	151	151	126	167	0
001-3770-431.4890	FLEX PLAN ADMINISTRATION	65	56	56	47	62	0
	TOTAL SALARIES & BENEFITS	\$229,293	\$227,180	\$227,180	\$168,668	\$223,468	\$0
50 - SUPPLIES							
001-3770-431.5200	PERSONNEL SUPPLIES	\$1,088	\$2,135	\$2,135	\$1,340	\$2,135	\$0
001-3770-431.5301	FUEL	1,640	2,432	2,432	1,521	2,027	0
001-3770-431.5400	OPERATING SUPPLIES	521	650	650	211	650	0
001-3770-431.5800	OPERATING EQUIPMENT<\$5000	3,631	500	500	0	500	0
	TOTAL SUPPLIES	\$6,880	\$5,717	\$5,717	\$3,072	\$5,312	\$0
60 - MAINTENANCE							
001-3770-431.6300	VEHICLE MAINTENANCE	\$894	\$4,500	\$4,500	\$350	\$1,500	\$0
	TOTAL MAINTENANCE	\$894	\$4,500	\$4,500	\$350	\$1,500	\$0
70 - SERVICES							
001-3770-431.7311	VEHICLE INSURANCE	\$985	\$2,650	\$2,650	\$1,242	\$1,656	\$0
001-3770-431.7400	OPERATING SERVICES	1,209	4,200	4,200	0	0	0
001-3770-431.7497	RECRUITMENT ADVERTISING	0	400	400	0	0	0
001-3770-431.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	500	0	0	0
001-3770-431.7510	TRAINING	30	3,000	3,000	0	0	0
001-3770-431.7520	TRAVEL EXPENSES & REIMBURSE	813	700	700	0	0	0
001-3770-431.7530	MEMBERSHIPS	90	500	500	50	100	0
001-3770-431.7540	PUBLICATIONS	15	90	90	0	90	0
001-3770-431.7612	TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
001-3770-431.7800	CONTRACT SERVICES	2,545	7,800	13,600	8,345	11,126	0
001-3770-431.7831	VEHICLE LEASE-INTERNAL	3,371	9,206	9,206	6,903	9,206	0
	TOTAL SERVICES	\$9,058	\$29,046	\$34,846	\$16,540	\$22,178	\$0
3770 - ENGINEERING & CAPITAL PROJECTS (GF)		\$246,125	\$266,443	\$272,243	\$188,630	\$252,458	\$0

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-3601-434.4110	FULLTIME SALARIES & WAGES	\$105,202	\$110,516	\$111,236	\$79,992	\$110,956	\$156,463
401-3601-434.4130	OVERTIME PAY	751	1,000	1,000	498	1,864	1,028
401-3601-434.4143	LONGEVITY PAY	1,308	1,364	1,364	1,404	1,404	1,445
401-3601-434.4144	VEHICLE ALLOWANCE	3,105	3,240	3,240	473	473	0
401-3601-434.4145	INCENTIVE-CERTIFICATE PAY	2,640	2,460	2,460	1,960	1,960	3,240
401-3601-434.4149	CELL PHONE ALLOWANCE	1,140	1,140	420	328	328	420
401-3601-434.4710	SOCIAL SECURITY/MEDICARE	8,125	8,552	8,552	5,954	8,552	11,489
401-3601-434.4720	TMRS RETIREMENT	18,118	19,093	19,093	13,473	19,093	26,032
401-3601-434.4810	HEALTH/DENTAL INSURANCE	17,067	16,971	16,971	15,279	16,971	28,972
401-3601-434.4820	LIFE INSURANCE	368	318	318	280	374	447
401-3601-434.4830	DISABILITY INSURANCE	386	333	333	318	424	549
401-3601-434.4840	WORKERS COMP INSURANCE	1,147	235	235	864	1,152	257
401-3601-434.4850	EAP SERVICES	108	93	93	78	105	116
401-3601-434.4890	FLEX PLAN ADMINISTRATION	43	35	35	29	39	43
	TOTAL SALARIES & BENEFITS	\$159,508	\$165,350	\$165,350	\$120,930	\$163,695	\$230,501
50 - SUPPLIES							
401-3601-434.5100	OFFICE SUPPLIES	\$1,147	\$0	\$0	\$0	\$0	\$0
401-3601-434.5200	PERSONNEL SUPPLIES	140	300	372	371	500	300
401-3601-434.5400	OPERATING SUPPLIES	313	1,300	1,300	1,273	1,697	1,800
401-3601-434.5477	WATER CONSERVE LITERATURE	0	1,500	1,500	0	0	0
401-3601-434.5800	OPERATING EQUIPMENT<\$5000	2,671	0	0	0	0	500
	TOTAL SUPPLIES	\$4,271	\$3,100	\$3,172	\$1,644	\$2,197	\$2,600
70 - SERVICES							
401-3601-434.7212	MEDICAL EXAMINATIONS	\$0	\$1,324	\$1,324	\$0	\$1,324	\$0
401-3601-434.7400	OPERATING SERVICES	2,994	1,625	2,815	2,109	2,812	4,450
401-3601-434.7401	POSTAL / COURIER SERVICES	578	1,000	1,000	415	750	1,400
401-3601-434.7422	CONSUMER CONFIDENCE RPT	414	500	500	414	414	500
401-3601-434.7510	TRAINING	850	3,700	3,398	30	850	4,500
401-3601-434.7520	TRAVEL EXPENSES & REIMBURSE	919	2,000	2,000	12	1,000	3,300
401-3601-434.7530	MEMBERSHIPS	197	530	530	203	530	690
401-3601-434.7540	PUBLICATIONS	0	30	30	0	30	40
	TOTAL SERVICES	\$5,952	\$10,709	\$11,597	\$3,183	\$7,710	\$14,880
401-3601 - PUBLIC WORKS ADMIN (W/S)		\$169,731	\$179,159	\$180,119	\$125,757	\$173,602	\$247,981

401-3650 - PUBLIC WORKS WATER UTILITIES (W/S)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-3650-434.4110	FULLTIME SALARIES & WAGES	\$262,424	\$270,690	\$271,746	\$174,688	\$262,918	\$250,763
401-3650-434.4130	OVERTIME PAY	22,869	35,668	35,668	17,733	23,644	30,825
401-3650-434.4143	LONGEVITY PAY	5,657	3,195	3,195	1,140	1,140	22,987
401-3650-434.4145	INCENTIVE-CERTIFICATE PAY	4,055	4,680	4,680	2,495	4,680	2,340
401-3650-434.4149	CELL PHONE ALLOWANCE	1,763	1,740	540	433	433	540
401-3650-434.4190	ACCRUED PAYROLL	19,580	0	144	144	144	0
401-3650-434.4710	SOCIAL SECURITY/MEDICARE	22,803	22,195	22,195	14,415	22,195	22,599
401-3650-434.4720	TMRS RETIREMENT	50,266	50,396	50,396	31,296	50,396	49,223
401-3650-434.4810	HEALTH/DENTAL INSURANCE	58,583	71,888	71,888	37,823	71,888	55,628
401-3650-434.4820	LIFE INSURANCE	830	869	869	532	710	767
401-3650-434.4830	DISABILITY INSURANCE	889	928	928	609	812	963
401-3650-434.4840	WORKERS COMP INSURANCE	5,206	5,764	5,764	3,340	4,454	5,636
401-3650-434.4850	EAP SERVICES	407	348	348	276	368	348
401-3650-434.4890	FLEX PLAN ADMINISTRATION	150	130	130	103	137	130
	TOTAL SALARIES & BENEFITS	\$455,482	\$468,491	\$468,491	\$285,027	\$443,919	\$442,749
50 - SUPPLIES							
401-3650-434.5200	PERSONNEL SUPPLIES	\$6,359	\$9,670	\$9,670	\$4,730	\$8,000	\$9,940
401-3650-434.5301	FUEL	11,323	16,000	16,000	8,098	12,500	15,000
401-3650-434.5400	OPERATING SUPPLIES	11,454	7,500	10,500	9,462	12,616	10,500
401-3650-434.5476	WATER METERS-REPL PROGRAM	36,970	40,000	33,900	18,842	33,900	40,000
401-3650-434.5800	OPERATING EQUIPMENT<\$5000	10,810	11,200	19,400	14,153	18,870	11,200
	TOTAL SUPPLIES	\$76,916	\$84,370	\$89,470	\$55,285	\$85,886	\$86,640
60 - MAINTENANCE							
401-3650-434.6300	VEHICLE MAINTENANCE	\$7,946	\$9,000	\$11,886	\$6,358	\$8,478	\$7,500
401-3650-434.6541	DISTRIBUTION LINE MAINT	105,181	114,000	117,478	71,742	117,477	114,000
401-3650-434.6546	FIRE HYDRANT MAINTENANCE	30,052	30,000	27,900	5,841	27,900	30,000
401-3650-434.6800	EQUIPMENT MAINTENANCE	13,536	12,500	13,272	6,155	13,270	12,500
	TOTAL MAINTENANCE	\$156,715	\$165,500	\$170,536	\$90,096	\$167,125	\$164,000
70 - SERVICES							
401-3650-434.7140	CONSULTING SERVICES	\$13,748	\$33,800	\$32,840	\$19,920	\$32,840	\$33,800
401-3650-434.7311	VEHICLE INSURANCE	4,285	3,644	3,644	2,241	3,644	4,050
401-3650-434.7497	RECRUITMENT ADVERTISING	0	200	200	0	200	200
401-3650-434.7498	JUDGMENTS & DAMAGE CLAIMS	1,289	500	500	0	0	1,000
401-3650-434.7510	TRAINING	834	6,000	6,000	1,688	3,250	6,000
401-3650-434.7520	TRAVEL EXPENSES & REIMBURSE	227	600	600	214	600	600
401-3650-434.7530	MEMBERSHIPS	981	930	930	902	930	940
401-3650-434.7612	TELEPHONE/COMMUNICATIONS	224	500	500	142	500	250
401-3650-434.7800	CONTRACT SERVICES	0	0	27,048	5,000	27,048	0
401-3650-434.7830	RENTAL	4,673	2,100	2,100	976	2,100	2,100
401-3650-434.7831	VEHICLE LEASE-INTERNAL	13,896	15,437	15,437	11,574	15,437	23,620
	TOTAL SERVICES	\$40,157	\$63,711	\$89,799	\$42,657	\$86,549	\$72,560
80 - CAPITAL OUTLAY							
401-3650-434.8400	CAPITAL OPERATING EQUIP	(\$4)	\$115,000	\$146,438	\$122,540	\$146,438	\$0
	TOTAL CAPITAL OUTLAY	(\$4)	\$115,000	\$146,438	\$122,540	\$146,438	\$0
401-3650 - PUBLIC WORKS WATER UTILITIES (W/S)		\$729,266	\$897,072	\$964,734	\$595,605	\$929,917	\$765,949

401-3651 - PUBLIC WORKS SEWER UTILITIES (W/S)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-3651-433.4110	FULLTIME SALARIES & WAGES	\$232,339	\$276,207	\$273,721	\$186,691	\$268,921	\$286,182
401-3651-433.4130	OVERTIME PAY	28,495	17,135	17,135	21,066	28,088	25,688
401-3651-433.4143	LONGEVITY PAY	2,435	2,650	2,650	2,790	2,790	1,415
401-3651-433.4145	INCENTIVE-CERTIFICATE PAY	2,800	3,900	3,900	3,325	3,900	5,100
401-3651-433.4149	CELL PHONE ALLOWANCE	1,260	1,260	1,260	533	533	1,260
401-3651-433.4190	ACCRUED PAYROLL	0	0	2,486	2,485	2,485	0
401-3651-433.4710	SOCIAL SECURITY/MEDICARE	18,285	21,077	21,077	15,170	20,227	22,339
401-3651-433.4720	TMRS RETIREMENT	42,484	48,510	48,510	34,518	46,023	51,175
401-3651-433.4810	HEALTH/DENTAL INSURANCE	71,561	91,652	91,652	52,996	89,562	80,128
401-3651-433.4820	LIFE INSURANCE	730	806	806	578	771	804
401-3651-433.4830	DISABILITY INSURANCE	833	926	926	706	941	1,069
401-3651-433.4840	WORKERS COMP INSURANCE	4,442	5,310	5,310	3,603	4,805	5,750
401-3651-433.4850	EAP SERVICES	407	420	420	315	419	407
401-3651-433.4890	FLEX PLAN ADMINISTRATION	150	225	225	117	156	151
	TOTAL SALARIES & BENEFITS	\$406,221	\$470,078	\$470,078	\$324,893	\$469,621	\$481,468
50 - SUPPLIES							
401-3651-433.5200	PERSONNEL SUPPLIES	\$6,760	\$8,320	\$8,320	\$6,423	\$8,564	\$9,530
401-3651-433.5301	FUEL	10,234	16,000	16,000	7,765	10,354	16,000
401-3651-433.5400	OPERATING SUPPLIES	8,898	7,500	7,500	6,849	9,132	8,000
401-3651-433.5800	OPERATING EQUIPMENT <\$5,000	2,612	3,000	6,413	5,325	7,100	6,000
	TOTAL SUPPLIES	\$28,504	\$34,820	\$38,233	\$26,362	\$35,150	\$39,530
60 - MAINTENANCE							
401-3651-433.6300	VEHICLE MAINTENANCE	\$6,040	\$6,000	\$6,000	\$2,870	\$6,826	\$7,500
401-3651-433.6551	COLLECTION LINE MAINTANCE	29,443	36,000	36,600	23,164	35,585	36,000
401-3651-433.6800	EQUIPMENT MAINTENANCE	7,962	11,500	8,500	3,065	8,500	8,500
	TOTAL MAINTENANCE	\$43,445	\$53,500	\$51,100	\$29,099	\$50,911	\$52,000
70 - SERVICES							
401-3651-433.7311	VEHICLE INSURANCE	\$1,799	\$4,236	\$4,236	\$2,529	\$4,236	\$3,450
401-3651-433.7497	RECRUITMENT ADVERTISING	0	100	100	0	100	100
401-3651-433.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	2,500	2,500	2,500	1,000
401-3651-433.7510	TRAINING	1,731	6,800	6,800	1,511	2,015	7,000
401-3651-433.7520	TRAVEL EXPENSES & REIMBURSE	164	600	600	170	600	700
401-3651-433.7530	MEMBERSHIPS	170	400	400	170	170	420
401-3651-433.7800	CONTRACT SERVICES	0	0	10,000	5,000	10,000	10,000
401-3651-433.7830	RENTAL	1,547	2,800	2,800	424	1,600	2,800
401-3651-433.7831	VEHICLE LEASE-INTERNAL	5,104	18,303	18,303	13,725	18,303	18,310
	TOTAL SERVICES	\$10,515	\$33,739	\$45,739	\$26,029	\$39,524	\$43,780
80 - CAPITAL OUTLAY							
401-3651-433.8400	CAPITAL OPERATING EQUIP	\$0	\$50,000	\$47,089	\$46,827	\$46,827	\$0
	TOTAL CAPITAL OUTLAY	\$0	\$50,000	\$47,089	\$46,827	\$46,827	\$0
401-3651 - PUBLIC WORKS SEWER UTILITIES (W/S)		\$488,685	\$642,137	\$652,239	\$453,210	\$642,033	\$616,778

401-3655 - PUBLIC WORKS WATER OPERATIONS (W/S)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-3655-434.4110	FULLTIME SALARIES & WAGES	\$103,698	\$105,725	\$105,725	\$76,452	\$105,725	\$173,116
401-3655-434.4130	OVERTIME PAY	16,018	10,191	10,191	13,074	10,191	12,330
401-3655-434.4131	HOLIDAY HRS WORKED	2,153	0	0	2,049	0	1,541
401-3655-434.4143	LONGEVITY PAY	1,538	1,619	1,619	1,676	1,619	2,883
401-3655-434.4145	INCENTIVE-CERTIFICATE PAY	1,100	2,100	2,100	1,725	2,100	6,000
401-3655-434.4149	CELL PHONE ALLOWANCE	162	162	162	115	162	162
401-3655-434.4710	SOCIAL SECURITY/MEDICARE	8,535	8,274	8,274	6,867	8,274	14,117
401-3655-434.4720	TMRS RETIREMENT	19,808	19,106	19,106	15,134	19,106	31,385
401-3655-434.4810	HEALTH/DENTAL INSURANCE	30,244	29,072	29,072	15,489	29,072	32,253
401-3655-434.4820	LIFE INSURANCE	308	311	311	229	311	493
401-3655-434.4830	DISABILITY INSURANCE	335	339	339	266	339	619
401-3655-434.4840	WORKERS COMP INSURANCE	1,866	1,937	1,937	1,429	1,937	3,278
401-3655-434.4850	EAP SERVICES	156	134	134	111	134	192
401-3655-434.4890	FLEX PLAN ADMINISTRATION	57	50	50	67	50	191
	TOTAL SALARIES & BENEFITS	\$185,978	\$179,020	\$179,020	\$134,683	\$179,020	\$278,560
50 - SUPPLIES							
401-3655-434.5200	PERSONNEL SUPPLIES	\$2,486	\$3,685	\$3,685	\$1,893	\$3,685	\$3,820
401-3655-434.5301	FUEL	10,159	17,000	17,000	7,775	17,000	17,000
401-3655-434.5400	OPERATING SUPPLIES	1,985	2,600	2,600	2,467	2,600	2,600
401-3655-434.5475	WATER METERS & BOXES	50,892	51,000	51,000	34,083	51,000	51,000
401-3655-434.5495	CHEMICALS	4,071	9,000	8,936	3,356	8,936	9,000
401-3655-434.5800	OPERATING EQUIPMENT<\$5000	3,455	4,000	5,500	2,621	5,500	4,000
	TOTAL SUPPLIES	\$73,048	\$87,285	\$88,721	\$52,195	\$88,721	\$87,420
60 - MAINTENANCE							
401-3655-434.6300	VEHICLE MAINTENANCE	\$3,007	\$6,000	\$6,000	\$2,338	\$6,000	\$6,000
401-3655-434.6543	WATER PLANT MAINTENANCE	54,884	90,000	99,390	44,805	99,390	90,000
401-3655-434.6547	WATER METER MAINTENANCE	4,679	8,600	7,100	2,091	7,100	8,600
401-3655-434.6800	EQUIPMENT MAINTENANCE	1,815	2,500	2,500	63	2,500	2,500
401-3655-434.6801	EMERGENCY GENERATOR MAINT	2,412	12,000	31,359	14,095	31,359	12,000
	TOTAL MAINTENANCE	\$66,797	\$119,100	\$146,349	\$63,392	\$146,349	\$119,100
70 - SERVICES							
401-3655-434.7311	VEHICLE INSURANCE	\$1,868	\$3,210	\$3,210	\$1,557	\$3,210	\$3,120
401-3655-434.7400	OPERATING SERVICES	50,254	95,000	95,000	14,161	95,000	95,000
401-3655-434.7471	PURCHASED WATER	1,360,012	1,405,932	1,405,932	640,340	1,405,932	1,361,930
401-3655-434.7494	PERMITS & INSPECTION FEES	39,294	52,900	52,900	47,056	52,900	47,700
401-3655-434.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	500	2,500	500	1,000
401-3655-434.7510	TRAINING	2,784	3,000	3,000	942	3,000	3,000
401-3655-434.7520	TRAVEL EXPENSES & REIMBURSE	0	300	300	12	300	300
401-3655-434.7530	MEMBERSHIPS	0	0	0	0	0	340
401-3655-434.7611	ELECTRICITY	135,083	153,360	153,360	71,437	153,360	153,360
401-3655-434.7612	TELEPHONE/COMMUNICATIONS	359	500	500	236	500	500
401-3655-434.7613	NATURAL GAS	0	2,100	2,100	0	2,100	2,100
401-3655-434.7830	RENTAL	2,286	3,100	3,100	1,328	3,100	3,100
401-3655-434.7831	VEHICLE LEASE-INTERNAL	3,276	6,227	6,227	4,662	6,227	25,130
401-3655-434.7840	POLLUTION CONTROL & ABATE	22,990	23,000	23,577	17,683	23,577	23,600
	TOTAL SERVICES	\$1,618,206	\$1,749,129	\$1,749,706	\$801,914	\$1,749,706	\$1,720,180
80 - CAPITAL OUTLAY							
401-3655-434.8400	CAPITAL OPERATING EQUIP	\$0	\$170,000	\$170,000	\$0	\$170,000	\$0
	TOTAL CAPITAL OUTLAY	\$0	\$170,000	\$170,000	\$0	\$170,000	\$0
90 - OTHER							
401-3655-434.9342	95 CITY OF HOUSTON BONDS	\$194,190	\$148,193	\$148,193	\$129,042	\$148,193	\$192,193
401-3655-434.9343	COH-SEWPP CAPITAL IMPROVEMENTS	0	0	411,003	411,002	411,003	1,221,002
	TOTAL OTHER	\$194,190	\$148,193	\$559,196	\$540,044	\$559,196	\$1,413,195
401-3655 - PUBLIC WORKS WATER OPERATIONS (W/S)		\$2,138,219	\$2,452,727	\$2,892,992	\$1,592,228	\$2,892,992	\$3,618,455

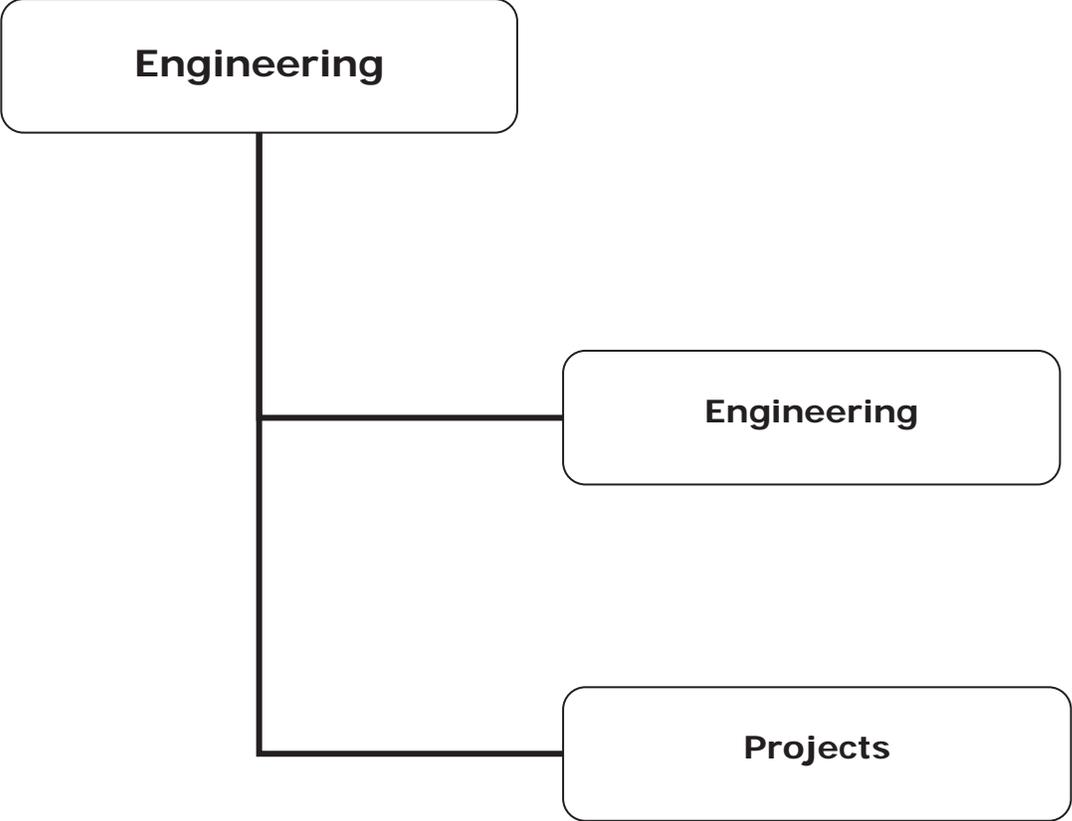
ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-3656-433.4110	FULLTIME SALARIES & WAGES	\$282,006	\$276,460	\$278,300	\$200,439	\$278,300	\$223,808
401-3656-433.4130	OVERTIME PAY	17,998	13,708	13,708	13,011	13,708	15,413
401-3656-433.4131	HOLIDAY HRS WORKED	2,491	0	0	1,890	0	1,028
401-3656-433.4143	LONGEVITY PAY	3,970	4,150	4,150	4,270	4,150	3,470
401-3656-433.4145	INCENTIVE-CERTIFICATE PAY	5,800	5,100	5,100	5,875	5,100	6,000
401-3656-433.4149	CELL PHONE ALLOWANCE	1,920	1,920	80	80	80	0
401-3656-433.4710	SOCIAL SECURITY/MEDICARE	21,861	22,239	22,239	16,740	22,239	18,826
401-3656-433.4720	TMRS RETIREMENT	47,119	48,061	48,061	35,899	48,061	39,981
401-3656-433.4810	HEALTH/DENTAL INSURANCE	40,422	40,416	40,416	29,647	40,416	29,648
401-3656-433.4820	LIFE INSURANCE	832	818	818	624	818	645
401-3656-433.4830	DISABILITY INSURANCE	900	882	882	722	882	823
401-3656-433.4840	WORKERS COMP INSURANCE	4,860	5,281	5,281	3,693	5,281	4,348
401-3656-433.4850	EAP SERVICES	339	290	290	242	290	232
401-3656-433.4890	FLEX PLAN ADMINISTRATION	126	108	108	177	108	86
	TOTAL SALARIES & BENEFITS	\$430,644	\$419,433	\$419,433	\$313,309	\$419,433	\$344,308
50 - SUPPLIES							
401-3656-433.5200	PERSONNEL SUPPLIES	\$3,479	\$5,980	\$5,980	\$3,106	\$5,980	\$6,160
401-3656-433.5301	FUEL	10,813	15,000	15,000	9,319	15,000	15,000
401-3656-433.5400	OPERATING SUPPLIES	1,541	2,600	2,600	1,944	2,600	2,600
401-3656-433.5800	OPERATING EQUIPMENT <\$5,000	480	600	600	511	600	600
	TOTAL SUPPLIES	\$16,313	\$24,180	\$24,180	\$14,880	\$24,180	\$24,360
60 - MAINTENANCE							
401-3656-433.6300	VEHICLE MAINTENANCE	\$1,508	\$7,500	\$7,500	\$3,747	\$4,995	\$9,000
401-3656-433.6552	LIFT STATION MAINTENANCE	139,130	198,000	209,333	122,074	209,333	110,000
401-3656-433.6800	EQUIPMENT MAINTENANCE	330	3,300	3,300	47	1,500	3,300
401-3656-433.6801	EMERGENCY GENERATOR MAINT	22,787	47,000	35,000	4,746	25,000	47,000
	TOTAL MAINTENANCE	\$163,755	\$255,800	\$255,133	\$130,614	\$240,828	\$169,300
70 - SERVICES							
401-3656-433.7311	VEHICLE INSURANCE	\$2,407	\$3,800	\$3,800	\$1,881	\$3,800	\$4,070
401-3656-433.7400	OPERATING SERVICES	9,520	9,600	9,859	6,421	9,859	9,600
401-3656-433.7473	BLACKHAWK WW OPERATIONS	1,632,522	2,118,700	3,539,361	2,908,090	3,539,361	6,302,588
401-3656-433.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	500	0	500	1,000
401-3656-433.7510	TRAINING	1,618	4,000	4,000	2,367	4,000	4,000
401-3656-433.7520	TRAVEL EXPENSES & REIMBURSE	0	400	400	90	400	400
401-3656-433.7530	MEMBERSHIPS	0	360	360	0	360	340
401-3656-433.7611	ELECTRICITY	116,764	121,676	121,676	90,162	121,676	121,670
401-3656-433.7613	NATURAL GAS	10,346	10,470	10,470	7,546	10,470	10,470
401-3656-433.7800	CONTRACT SERVICES	18,000	40,000	40,000	2,650	40,000	40,000
401-3656-433.7830	RENTAL	174	1,000	1,000	105	1,000	1,000
401-3656-433.7831	VEHICLE LEASE-INTERNAL	12,060	13,811	13,811	10,350	13,811	27,130
	TOTAL SERVICES	\$1,803,411	\$2,324,317	\$3,745,237	\$3,029,662	\$3,745,237	\$6,522,268
90 - OTHER							
401-3656-433.9061	BLACKHAWK WWTP OPER RESERVE	\$20,937	\$13,900	\$13,900	\$10,576	\$13,900	\$21,000
	TOTAL OTHER	\$20,937	\$13,900	\$13,900	\$10,576	\$13,900	\$21,000
401-3656 - PUBLIC WORKS SEWER OPERATIONS (W/S)		\$2,435,060	\$3,037,630	\$4,457,883	\$3,499,041	\$4,443,578	\$7,081,236

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-3648-434.4110	FULLTIME SALARIES & WAGES	\$67,211	\$77,432	\$77,432	\$56,456	\$76,275	\$80,166
401-3648-434.4130	OVERTIME PAY	5,515	2,000	2,000	4,130	5,506	5,651
401-3648-434.4143	LONGEVITY PAY	1,950	2,020	2,020	2,065	2,065	2,180
401-3648-434.4145	INCENTIVE-CERTIFICATE PAY	1,800	1,800	1,800	1,350	1,800	1,800
401-3648-434.4149	CELL PHONE ALLOWANCE	840	840	840	595	840	840
401-3648-434.4710	SOCIAL SECURITY/MEDICARE	5,043	5,560	5,560	4,361	5,814	6,165
401-3648-434.4720	TMRS RETIREMENT	12,275	13,413	13,413	10,281	13,708	14,511
401-3648-434.4810	HEALTH/DENTAL INSURANCE	23,434	23,434	23,434	17,087	22,783	23,434
401-3648-434.4820	LIFE INSURANCE	242	233	233	179	239	235
401-3648-434.4830	DISABILITY INSURANCE	254	244	244	201	268	289
401-3648-434.4840	WORKERS COMP INSURANCE	1,285	1,537	1,537	1,073	1,537	1,603
401-3648-434.4850	EAP SERVICES	136	116	116	97	129	116
401-3648-434.4890	FLEX PLAN ADMINISTRATION	50	43	43	36	48	43
	TOTAL SALARIES & BENEFITS	\$120,035	\$128,672	\$128,672	\$97,911	\$131,012	\$137,033
50 - SUPPLIES							
401-3648-434.5200	PERSONNEL SUPPLIES	\$1,391	\$3,090	\$3,090	\$1,372	\$1,829	\$2,090
401-3648-434.5301	FUEL	726	3,000	3,000	2,629	3,505	3,000
401-3648-434.5400	OPERATING SUPPLIES	911	2,000	2,000	1,035	1,380	2,000
401-3648-434.5800	OPERATING EQUIPMENT<\$5000	399	500	1,300	1,170	1,559	1,690
	TOTAL SUPPLIES	\$3,427	\$8,590	\$9,390	\$6,206	\$8,273	\$8,780
60 - MAINTENANCE							
401-3648-434.6300	VEHICLE MAINTENANCE	\$165	\$3,000	\$3,000	\$25	\$250	\$3,000
	TOTAL MAINTENANCE	\$165	\$3,000	\$3,000	\$25	\$250	\$3,000
70 - SERVICES							
401-3648-434.7311	VEHICLE INSURANCE	\$926	\$2,200	\$2,200	\$891	\$1,188	\$1,210
401-3648-434.7400	OPERATING SERVICES	5,841	0	3,265	3,245	3,245	3,260
401-3648-434.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	500	500	500	1,000
401-3648-434.7510	TRAINING	400	2,000	1,200	222	500	2,100
401-3648-434.7520	TRAVEL EXPENSES & REIMBURSE	19	200	200	0	100	200
401-3648-434.7800	CONTRACT SERVICES	88,336	85,000	85,000	60,111	85,000	85,000
401-3648-434.7831	VEHICLE LEASE-INTERNAL	2,849	8,065	8,065	6,048	8,065	8,070
	TOTAL SERVICES	\$98,371	\$97,965	\$100,430	\$71,017	\$98,598	\$100,840
401-3648 - UTILITY CUSTOMER SERVICE (W/S)		\$221,998	\$238,227	\$241,492	\$175,159	\$238,133	\$249,653

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>FY18 ACTUAL</u>	<u>FY19 ORIGINAL BUDGET</u>	<u>FY19 AMENDED BUDGET</u>	<u>FY19 YTD 6/30/19</u>	<u>FY19 YEAR END ESTIMATE</u>	<u>FY20 ADOPTED BUDGET</u>
50 - SUPPLIES							
401-2513-422.5501	EMERGENCY-MATERIALS/SUPPLIES	\$1,724	\$0	\$0	\$0	\$0	\$0
401-2513-422.5801	EMERGENCY-EQUIPMENT	11,572	0	0	0	0	0
	TOTAL SUPPLIES	\$13,296	\$0	\$0	\$0	\$0	\$0
70 - SERVICES							
401-2513-422.7971	EMERGENCY - SERVICES	\$67,171	\$0	\$0	\$0	\$0	\$0
	TOTAL SERVICES	\$67,171	\$0	\$0	\$0	\$0	\$0
401-2513 - FIRE MARSHAL TS OR HURRICANE (WS)		\$80,467	\$0	\$0	\$0	\$0	\$0

401-3770 - ENGINEERING & CAPITAL PROJECTS (W/S)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-3770-434.4110	FULLTIME SALARIES & WAGES	\$83,335	\$83,348	\$83,585	\$42,369	\$43,726	\$0
401-3770-434.4130	OVERTIME PAY	662	3,500	3,500	98	98	0
401-3770-434.4143	LONGEVITY PAY	573	545	545	457	654	0
401-3770-434.4145	INCENTIVE-CERTIFICATE PAY	4,620	3,300	3,300	990	990	0
401-3770-434.4149	CELL PHONE ALLOWANCE	1,020	1,020	540	133	133	0
401-3770-434.4190	ACCRUED PAYROLL	242	0	243	491	3,529	0
401-3770-434.4710	SOCIAL SECURITY/MEDICARE	6,194	6,229	6,229	3,234	3,585	0
401-3770-434.4720	TMRS RETIREMENT	14,355	14,628	14,628	7,089	7,819	0
401-3770-434.4810	HEALTH/DENTAL INSURANCE	21,860	21,495	21,495	6,632	6,632	0
401-3770-434.4820	LIFE INSURANCE	262	254	254	146	146	0
401-3770-434.4830	DISABILITY INSURANCE	274	265	265	160	161	0
401-3770-434.4840	WORKERS COMP INSURANCE	299	249	249	587	587	0
401-3770-434.4850	EAP SERVICES	95	81	81	49	49	0
401-3770-434.4890	FLEX PLAN ADMINISTRATION	37	30	30	18	18	0
	TOTAL SALARIES & BENEFITS	\$133,828	\$134,944	\$134,944	\$62,453	\$68,127	\$0
50 - SUPPLIES							
401-3770-434.5200	PERSONNEL SUPPLIES	\$728	\$1,390	\$1,390	\$645	\$645	\$0
401-3770-434.5301	FUEL	517	2,000	2,000	348	230	0
401-3770-434.5400	OPERATING SUPPLIES	19	200	200	96	96	0
401-3770-434.5800	OPERATING EQUIPMENT-<\$5000	0	0	0	0	0	0
	TOTAL SUPPLIES	\$1,264	\$3,590	\$3,590	\$1,089	\$971	\$0
60 - MAINTENANCE							
401-3770-434.6300	VEHICLE MAINTENANCE	\$82	\$1,500	\$1,500	\$184	\$184	\$0
	TOTAL MAINTENANCE	\$82	\$1,500	\$1,500	\$184	\$184	\$0
70 - SERVICES							
401-3770-434.7130	ENGINEERING SERVICES	\$1,207	\$10,000	\$10,000	\$7,467	\$7,700	\$0
401-3770-434.7311	VEHICLE INSURANCE	986	1,100	1,100	459	459	0
401-3770-434.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	500	0	0	0
401-3770-434.7510	TRAINING	70	2,000	2,000	0	0	0
401-3770-434.7520	TRAVEL EXPENSES & REIMBURSE	648	500	500	0	0	0
401-3770-434.7530	MEMBERSHIPS	120	280	280	50	50	0
401-3770-434.7540	PUBLICATIONS	15	60	60	0	0	0
401-3770-434.7612	TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
401-3770-434.7831	VEHICLE LEASE-INTERNAL	3,719	4,051	4,051	3,033	4,051	0
	TOTAL SERVICES	\$6,765	\$18,491	\$18,491	\$11,009	\$12,260	\$0
401-3770 - ENGINEERING & CAPITAL PROJECTS (W/S)		\$141,939	\$158,525	\$158,525	\$74,735	\$81,542	\$0



Engineering

Mission Statement

The Engineering Department makes every effort to improve the quality of life by managing the administration, preparation of plans and specifications for the Capital Improvement Projects, Public Works maintenance projects, and all other improvement projects necessary for the safe, efficient and economical operation of the City.

Current Operations

Due to increased demand for oversight in both publicly and privately funded projects, the Engineering division was separated from Public Works to be a standalone department consisting of the Engineering and Capital Projects divisions.

Fiscal Year 2018 – 19 Accomplishments

In FY19, the Engineering division was separated from the Public Works department. A new department was created for Engineering and Capital Projects. As such, there are no FY19 accomplishments.

Capital Improvement Projects

The following includes the City's Capital Improvement Projects that are currently in process.

Capital Improvement Projects in Process		
Old City Park	Blackhawk Blvd. Phase II	Lift Station #23
2018 Asphalt Pavement	2018 Storm Sewer Cleaning & Inspection	2018 Concrete Repair/Paving

Engineering

Highlights of the Budget

In FY19, the Engineering division was separated from the Public Works department. A new department was created for Engineering and Capital Projects. The general ledger department/division account number 3770 will be kept the same.

The following decision packages are not included in the FY20 adopted budget.

General Fund

Description	Type	Amount
Construction Manager – General Fund (FTE 1.0)	One Time Costs	\$2,700
	Ongoing Costs	\$88,967
GPS Data Collection System	One Time Costs	\$25,000
HP Design Jet SD Pro Multifunction Printer	One Time Costs	\$15,495
	Ongoing Costs	\$5,000

Water and Sewer Fund

Description	Type	Amount
Construction Manager - Water/Sewer Fund (FTE 1.0)	One Time Costs	\$2,700
	Ongoing Costs	\$88,968

2018-2019 Departmental Performance Measures by Division

Supports the City's Strategic Goals: 1-Communication, 3-Preservation, 6-Organizational Development

Engineering and Capital Projects General Fund & Water/Sewer Fund	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	4.0	4.0	4.0	6.0	6.0
Division Expenditures	\$376,180	\$388,064	\$424,968	\$334,000	\$783,759
Outputs					
# of Construction Plan Review	43	39	30	40	40
# of Construction Right of Way Permits	95	106	85	110	115
# of Development Permits	16	13	10	15	15
# of CIP Projects Completed	8	2	5	7	4
# of construction site visits per workday	30	35	40	40	40
# of Residential Sections Completed	5	4	5	4	4
Measures of Effectiveness					
Average days for plan reviews	5	5	5	5	5
% of Field inspections completed within 24 hours of notification	90%	95%	100%	90%	100%
Measures of Efficiency					
Monthly Operating Costs	\$31,348	\$32,339	\$35,414	\$27,833	\$63,313
Division expenditures per capita	\$9.56	\$9.60	\$10.39	\$8.17	\$19.02

**ENGINEERING / CAPITAL PROJECTS
DEPARTMENT SUMMARY**

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
ENGINEERING/CAPITAL PROJECTS (GF)	\$0	\$0	\$0	\$0	\$0	\$387,052	0.0%
ENGINEERING/CAPITAL PROJECTS (W/S)	0	0	0	0	0	396,707	0.0%
DEPARTMENT TOTAL	\$0	\$0	\$0	\$0	\$0	\$783,759	0.0%

EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
SALARIES & BENEFITS	0	0	0	0	0	705,189	0.0%
SUPPLIES	0	0	0	0	0	23,270	0.0%
MAINTENANCE	0	0	0	0	0	6,000	0.0%
SERVICES	0	0	0	0	0	49,300	0.0%
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%
OTHER	0	0	0	0	0	0	0.0%
CLASSIFICATION TOTAL	\$0	\$0	\$0	\$0	\$0	\$783,759	0.0%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN
							BUDGET FROM FY19 TO FY20
ENGINEERING/CAPITAL PROJECTS (GF)	0.00	0.00	0.00	0.00	3.00	3.00	0.0%
ENGINEERING/CAPITAL PROJECTS (W/S)	0.00	0.00	0.00	0.00	3.00	3.00	0.0%
PERSONNEL TOTAL	0.00	0.00	0.00	0.00	6.00	6.00	0.0%

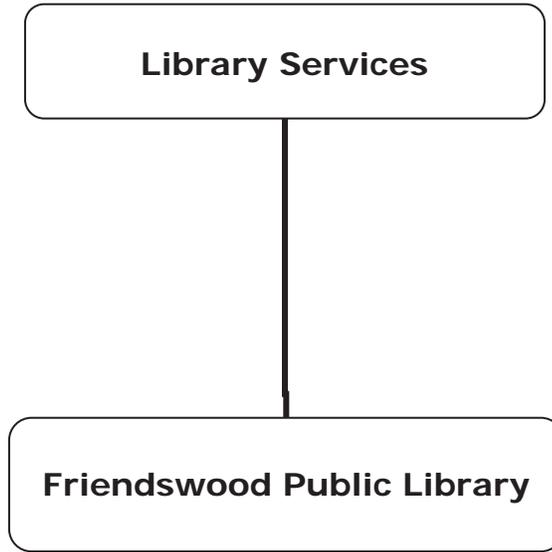
**In FY19, the Engineering division was separated from the Public Works department.
A new department was created for Engineering and Capital Projects. The division number 3770 was kept the same.
For budget presentation the FY18 actual expenditures and all of FY19 amounts are included in the Public Works department.*

3770 - ENGINEERING & CAPITAL PROJECTS (GF)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-3770-431.4110	FULLTIME SALARIES & WAGES	\$0	\$0	\$0	\$0	\$0	\$237,511
001-3770-431.4130	OVERTIME PAY	0	0	0	0	0	1,028
001-3770-431.4131	HOLIDAY HRS WORKED	0	0	0	0	0	0
001-3770-431.4143	LONGEVITY PAY	0	0	0	0	0	555
001-3770-431.4145	INCENTIVE-CERTIFICATE PAY	0	0	0	0	0	3,000
001-3770-431.4149	CELL PHONE ALLOWANCE	0	0	0	0	0	1,080
001-3770-431.4710	SOCIAL SECURITY/MEDICARE	0	0	0	0	0	17,532
001-3770-431.4720	TMRS RETIREMENT	0	0	0	0	0	38,933
001-3770-431.4810	HEALTH/DENTAL INSURANCE	0	0	0	0	0	37,892
001-3770-431.4820	LIFE INSURANCE	0	0	0	0	0	655
001-3770-431.4830	DISABILITY INSURANCE	0	0	0	0	0	823
001-3770-431.4840	WORKERS COMP INSURANCE	0	0	0	0	0	554
001-3770-431.4850	EAP SERVICES	0	0	0	0	0	174
001-3770-431.4890	FLEX PLAN ADMINISTRATION	0	0	0	0	0	65
	TOTAL SALARIES & BENEFITS	\$0	\$0	\$0	\$0	\$0	\$339,802
50 - SUPPLIES							
001-3770-431.5200	PERSONNEL SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$2,150
001-3770-431.5301	FUEL	0	0	0	0	0	2,430
001-3770-431.5400	OPERATING SUPPLIES	0	0	0	0	0	1,500
001-3770-431.5800	OPERATING EQUIPMENT<\$5000	0	0	0	0	0	6,400
	TOTAL SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$12,480
60 - MAINTENANCE							
001-3770-431.6300	VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$4,500
	TOTAL MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$4,500
70 - SERVICES							
001-3770-431.7311	VEHICLE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$1,690
001-3770-431.7400	OPERATING SERVICES	0	0	0	0	0	4,200
001-3770-431.7497	RECRUITMENT ADVERTISING	0	0	0	0	0	400
001-3770-431.7498	JUDGMENTS & DAMAGE CLAIMS	0	0	0	0	0	1,000
001-3770-431.7510	TRAINING	0	0	0	0	0	3,000
001-3770-431.7520	TRAVEL EXPENSES & REIMBURSE	0	0	0	0	0	700
001-3770-431.7530	MEMBERSHIPS	0	0	0	0	0	1,190
001-3770-431.7540	PUBLICATIONS	0	0	0	0	0	120
001-3770-431.7612	TELEPHONE/COMMUNICATIONS	0	0	0	0	0	960
001-3770-431.7800	CONTRACT SERVICES	0	0	0	0	0	7,800
001-3770-431.7831	VEHICLE LEASE-INTERNAL	0	0	0	0	0	9,210
	TOTAL SERVICES	\$0	\$0	\$0	\$0	\$0	\$30,270
3770 - ENGINEERING & CAPITAL PROJECTS (GF)		\$0	\$0	\$0	\$0	\$0	\$387,052

401-3770 - ENGINEERING & CAPITAL PROJECTS (W/S)

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
401-3770-434.4110	FULLTIME SALARIES & WAGES	\$0	\$0	\$0	\$0	\$0	\$243,513
401-3770-434.4130	OVERTIME PAY	0	0	0	0	0	3,596
401-3770-434.4143	LONGEVITY PAY	0	0	0	0	0	0
401-3770-434.4145	INCENTIVE-CERTIFICATE PAY	0	0	0	0	0	3,000
401-3770-434.4149	CELL PHONE ALLOWANCE	0	0	0	0	0	0
401-3770-434.4190	ACCRUED PAYROLL	0	0	0	0	0	0
401-3770-434.4710	SOCIAL SECURITY/MEDICARE	0	0	0	0	0	17,317
401-3770-434.4720	TMRS RETIREMENT	0	0	0	0	0	40,043
401-3770-434.4810	HEALTH/DENTAL INSURANCE	0	0	0	0	0	55,384
401-3770-434.4820	LIFE INSURANCE	0	0	0	0	0	682
401-3770-434.4830	DISABILITY INSURANCE	0	0	0	0	0	838
401-3770-434.4840	WORKERS COMP INSURANCE	0	0	0	0	0	591
401-3770-434.4850	EAP SERVICES	0	0	0	0	0	174
401-3770-434.4890	FLEX PLAN ADMINISTRATION	0	0	0	0	0	249
	TOTAL SALARIES & BENEFITS	\$0	\$0	\$0	\$0	\$0	\$365,387
50 - SUPPLIES							
401-3770-434.5200	PERSONNEL SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$1,390
401-3770-434.5301	FUEL	0	0	0	0	0	2,000
401-3770-434.5400	OPERATING SUPPLIES	0	0	0	0	0	1,000
401-3770-434.5800	OPERATING EQUIPMENT<\$5000	0	0	0	0	0	6,400
	TOTAL SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$10,790
60 - MAINTENANCE							
401-3770-434.6300	VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$1,500
	TOTAL MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$1,500
70 - SERVICES							
401-3770-434.7130	ENGINEERING SERVICES	\$0	\$0	\$0	\$0	\$0	\$10,000
401-3770-434.7311	VEHICLE INSURANCE	0	0	0	0	0	630
401-3770-434.7498	JUDGMENTS & DAMAGE CLAIMS	0	0	0	0	0	500
401-3770-434.7510	TRAINING	0	0	0	0	0	2,000
401-3770-434.7520	TRAVEL EXPENSES & REIMBURSE	0	0	0	0	0	500
401-3770-434.7530	MEMBERSHIPS	0	0	0	0	0	300
401-3770-434.7540	PUBLICATIONS	0	0	0	0	0	80
401-3770-434.7612	TELEPHONE/COMMUNICATIONS	0	0	0	0	0	960
401-3770-434.7831	VEHICLE LEASE-INTERNAL	0	0	0	0	0	4,060
	TOTAL SERVICES	\$0	\$0	\$0	\$0	\$0	\$19,030
401-3770 - ENGINEERING & CAPITAL PROJECTS (W/S)		\$0	\$0	\$0	\$0	\$0	\$396,707



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 102,000 physical items and 64 magazine and newspaper subscriptions. The library also provides access to over 69,000 downloadable e-books, audiobooks and videos. The physical collection also includes popular and educational videos, compact discs, audiobooks, pre-loaded tablets, and electronic resources.

Adult services staff serve the community through reference services online, in-person and by phone. Outreach opportunities in the use of library services and online resources are also provided throughout the year. The Library also provides internet computers, access to several software applications including word processing and spreadsheet software, 3-D and poster printing, scanning services, and a fee based printing service. Classes are offered in basic computer skills, basic software applications, library technologies, 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, career and college test preparation, genealogy databases, software and technology training, and an online guide to fiction and nonfiction literature. Adult educational and cultural programs are provided throughout the year. Through the library, citizens may download best-selling audiobooks, eBooks, videos and popular magazines 24/7 to their PC, tablet, or smart phone at home, in the office or from anywhere in the world.

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

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

Library Services

Departmental Accomplishments in FY 2018-19

- Upgraded library technology including new mobile-friendly website, patron and staff computers, and a new online summer reading system.
- Added new online book, film, and research content including Kanopy video streaming service, A to Z World Food database, and RomanceBookCloud.
- Purchased second self-checkout system to provide convenience for customer checkout during busiest months of the year.
- Created an event committee to continue planning for entertaining and educational programs and events throughout the year.
- Provided new poster printer for large scale printing options.
- Created new listening station with CD player, turntable, and headphones to enjoy music or audiobooks in the library.
- Added an interactive playcube, Lego table, and Magnatiles to the Children’s Department, adding educational play to patron visits.
- Provided in-house circulation of computer laptops and tablets.

Highlights of the Budget

The following decision package was not included with the FY20 adopted budget.

Description	Type	Amount
Digital Media technician (FTE 1.0)	Ongoing Costs	\$70,320

2019-2020 Departmental Goals and Performance Measures

Major Departmental Goals:

- Expand access to online book and film content.
- Provide an online discovery system to improve search and access of library materials both in-house and online.
- Improve bandwidth speed for public Internet access.
- Continue to expand circulation of new reading and research technologies.
- Evaluate means to provide online registration and fine payment options.
- Evaluate benefits and means to provide meeting room booking software for patron convenience.

Library Services

Library Department	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
#of full time equivalents (FTE's)	14.97	14.97	14.97	14.97	14.97
Division Expenditures	\$1,172,245	\$1,214,027	\$1,239,090	\$1,242,823	\$1,252,132
Outputs					
# of Total physical items in library collection	98,472	102,000	102,000	102,000	105,000
# of Total electronic items in library collection	65,546	70,000	70,000	70,000	75,000
# of Items catalogued & processed	9,074	8,508	9,000	9,000	9,000
# of programs	783	880	1000	1050	1100
# of Computers available public use	32	32	32	34	34
# of Reading club signups	2,228	2,074	2,400	2,400	2,500
Measures of Effectiveness					
# of Items checked out	341,048	346,203	350,000	350,000	375,000
# of Attendance at programs	33,110	33,806	34,000	34,000	38,000
# of Computer usage	22,212	21,077	23,000	23,000	24,000
# of Library visits	180,303	186,169	187,000	187,000	190,000
# of Reading club completion	80%	84%	85%	85%	85%
# of Reference transactions	41,784	43,820	44,000	44,000	45,000
# of Loans received from other libraries	1,271	1,618	1,700	1,700	1,800
# of Loans provided to other libraries	667	659	675	675	700
Measures of Efficiency					
Circulation per capita*	8.34	7.8	8.0	8.0	9.0
Items per capita*	3.74	3.88	3.90	3.90	3.90
Sq. footage per capita*	0.48	0.47	0.51	0.51	0.51
Monthly Operating Costs	\$97,687	\$101,169	\$103,258	\$103,569	\$104,344
Department expenditures per capita	\$29.78	\$30.03	\$30.29	\$30.38	\$30.38

*Per capita data is from the Texas State Library Annual Report

LIBRARY SERVICES
DEPARTMENT SUMMARY

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
LIBRARY SERVICES	\$1,214,027	\$1,239,090	\$1,300,219	\$862,982	\$1,242,823	\$1,252,132	1.1%
DEPARTMENT TOTAL	\$1,214,027	\$1,239,090	\$1,300,219	\$862,982	\$1,242,823	\$1,252,132	1.1%

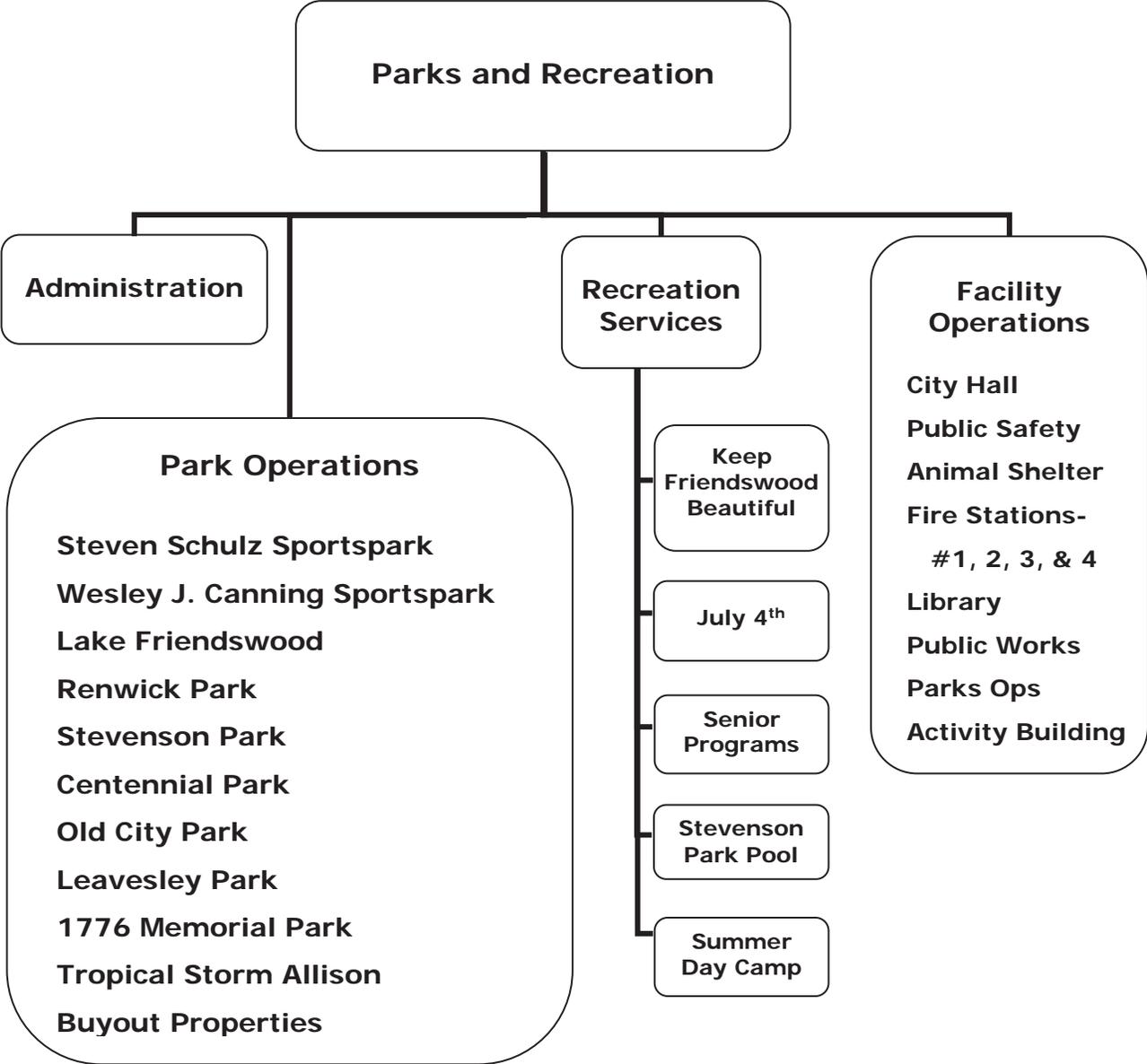
EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
SALARIES AND BENEFITS	\$1,023,783	\$1,060,156	\$1,060,156	\$716,251	\$1,005,539	\$1,074,142	1.3%
SUPPLIES	156,483	154,469	182,772	107,653	181,300	154,470	0.0%
MAINTENANCE	240	840	840	240	520	440	-47.6%
SERVICES	20,006	23,625	31,754	19,666	30,767	23,080	-2.3%
CAPITAL OUTLAY	13,515	0	24,697	19,172	24,697	0	0.0%
CLASSIFICATION TOTAL	\$1,214,027	\$1,239,090	\$1,300,219	\$862,982	\$1,242,823	\$1,252,132	1.1%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
LIBRARY SERVICES	14.97	14.97	14.97	14.97	14.97	14.97	0.0%
PERSONNEL TOTAL	14.97	14.97	14.97	14.97	14.97	14.97	0.0%

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-6310-459.4110	FULLTIME SALARIES & WAGES	\$560,432	\$593,530	\$593,530	\$428,902	\$594,037	\$662,305
001-6310-459.4120	PART-TIME WAGES	104,223	114,782	114,782	37,872	64,633	48,138
001-6310-459.4130	OVERTIME PAY	2,797	855	855	1,718	3,000	2,055
001-6310-459.4131	HOLIDAY HRS WORKED	575	0	0	145	675	0
001-6310-459.4143	LONGEVITY PAY	7,492	6,970	6,970	5,830	5,830	6,460
001-6310-459.4145	INCENTIVE-CERTIFICATE PAY	3,150	3,600	3,600	900	900	1,200
001-6310-459.4149	CELL PHONE ALLOWANCE	1,050	1,200	1,200	0	0	0
001-6310-459.4190	ACCRUED PAYROLL	11,135	0	0	0	0	0
001-6310-459.4220	PART-TIME WAGES W/O BENEFITS	30,178	31,599	31,599	30,740	43,305	42,927
001-6310-459.4710	SOCIAL SECURITY/MEDICARE	51,156	53,686	53,686	36,189	50,136	55,142
001-6310-459.4720	TMRS RETIREMENT	109,726	114,985	114,985	74,992	103,461	112,773
001-6310-459.4810	HEALTH/DENTAL INSURANCE	134,701	132,273	132,273	93,751	132,273	136,315
001-6310-459.4820	LIFE INSURANCE	2,016	1,846	1,846	1,361	1,846	1,813
001-6310-459.4830	DISABILITY INSURANCE	2,165	1,981	1,981	1,572	2,095	2,289
001-6310-459.4840	WORKERS COMP INSURANCE	1,488	1,427	1,427	838	1,427	1,263
001-6310-459.4850	EAP SERVICES	1,200	1,162	1,162	895	1,193	813
001-6310-459.4890	FLEX PLAN ADMINISTRATION	299	260	260	546	728	649
	TOTAL SALARIES & BENEFITS	\$1,023,783	\$1,060,156	\$1,060,156	\$716,251	\$1,005,539	\$1,074,142
50 - SUPPLIES							
001-6310-459.5100	OFFICE SUPPLIES	\$1,176	\$0	\$0	\$0	\$0	\$0
001-6310-459.5400	OPERATING SUPPLIES	9,351	11,600	10,920	7,201	10,920	11,600
001-6310-459.5482	BOOKS	91,323	91,000	96,567	56,391	96,567	91,000
001-6310-459.5483	PERIODICALS	32	67	67	0	67	70
001-6310-459.5484	VIDEOS	8,818	11,800	10,831	5,844	11,792	10,800
001-6310-459.5485	AUDIO BOOKS	10,875	13,500	14,410	8,948	14,931	13,500
001-6310-459.5487	CD	874	915	962	865	1,152	1,910
001-6310-459.5488	ELECTRONIC RESOURCES	17,477	19,037	28,018	13,841	26,454	19,040
001-6310-459.5800	OPERATING EQUIPMENT<\$5000	16,557	6,550	20,997	14,563	19,417	6,550
	TOTAL SUPPLIES	\$156,483	\$154,469	\$182,772	\$107,653	\$181,300	\$154,470
60 - MAINTENANCE							
001-6310-459.6400	OPERATING MAINTENANCE	\$0	\$400	\$400	\$0	\$200	\$0
001-6310-459.6800	EQUIPMENT MAINTENANCE	240	440	440	240	320	440
	TOTAL MAINTENANCE	\$240	\$840	\$840	\$240	\$520	\$440
70 - SERVICES							
001-6310-459.7400	OPERATING SERVICES	\$2,771	\$3,062	\$4,585	\$3,691	\$4,921	\$3,460
001-6310-459.7401	POSTAL / COURIER SERVICES	1,730	1,800	1,800	1,144	1,525	1,800
001-6310-459.7510	TRAINING	1,621	5,260	4,760	2,836	3,781	2,260
001-6310-459.7520	TRAVEL EXPENSES & REIMBURSE	4,926	3,900	5,794	4,750	6,333	3,900
001-6310-459.7530	MEMBERSHIPS	1,503	1,745	1,745	1,137	1,745	1,860
001-6310-459.7720	SOFTWARE SUPPORT SERVICES	134	400	400	0	400	200
001-6310-459.7800	CONTRACT SERVICES	0	608	608	0	0	0
001-6310-459.7910	COMMUNITY EVENTS/PROGRAMS	7,321	6,850	12,062	6,108	12,062	9,600
	TOTAL SERVICES	\$20,006	\$23,625	\$31,754	\$19,666	\$30,767	\$23,080
80 - CAPITAL OUTLAY							
001-6310-459.8141	FACILITY RENOVATIONS	\$13,515	\$0	\$0	\$0	\$0	\$0
001-6310-459.8800	CAPITAL EQUIPMENT	0	0	24,697	19,172	24,697	0
	TOTAL CAPITAL OUTLAY	\$13,515	\$0	\$24,697	\$19,172	\$24,697	\$0
6310 - LIBRARY SERVICES		\$1,214,027	\$1,239,090	\$1,300,219	\$862,982	\$1,242,823	\$1,252,132



Parks and Recreation

Mission Statement

The mission of the Parks and Recreation Department is to provide the highest level of services and programs to the citizens at the greatest value, in a manner that warrants the highest degree of public confidence in our integrity and efficiency.

Departmental Accomplishments in FY 2018-19

- Completed upgrades to the new Stevenson Park Pool Restroom and Office buildings.
- Completed upgrades to Old City Park to include Restroom Building, Covered Pavilion and improved parking.
- The successful implementation of new facility and programming of the PETSAFE Dog
- Completed new summer staff recruiting program, including staff prom as well as recruitment video.

Current Operations

The Parks and Recreation Department is comprised of Parks Operations, Building Operations, Senior Activity Program, Recreation Programs, and Special Events. Parks and Recreation Department's goal is to provide quality programs and facilities that the entire family can enjoy and utilize.

Park Operations

The City of Friendswood currently maintains approximately 200 acres of parkland throughout the City. Park operations maintain Centennial Park, Corporal Steven Schulz Sportspark, Lance Corporal Wesley J. Canning Sportspark, Leavesley Park, Old City Park, Renwick Park, Stevenson Park, 1776 Park and Lake Friendswood Park.

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

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

Facility Operations

The Parks and Recreation Department is responsible for the maintenance and upkeep of the City Hall Building, the Public Safety Building, Friendswood Public Library, the Activities Building, the Public Works Building, Animal Control Building and Fire Stations 1, 2, 3, and 4. Maintenance and upkeep of all City facilities are done on a scheduled basis. Special projects and other maintenance requests are performed on a work order priority system. Janitorial services are accomplished through contract services.

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

Recreation Programs

The goal is to provide fun and safe recreational programs/events for citizens of all ages. The objective is to focus on recreational activities that impact both need and interest of the community. Recreational programs include the Senior Activity Program, Summer Day Camp, Sesquicentennial Swimming Pool, Adult Sport Leagues and Tournaments, Youth Events and Fitness Classes.

The Parks and Recreation Department does not plan or organize youth sports programs; however, the department does serve as a liaison between the citizens of Friendswood and the Friendswood Area Swim Team, Friendswood BeastMode, Friendswood Colts, Friendswood Broncos, Friendswood Girls Softball Association, Friendswood Little League, Friendswood Youth Lacrosse and the Dynamo/Dash Soccer Club.

Highlights of the Budget

Program Improvements

Continue working with the Keep Friendswood Beautiful Committee/Parks subcommittee as we move forward with implementation of our 2020 strategic Parks and Trails Master Plan. Additional park improvements include the development of the new Pool Restroom and Office Buildings located at Stevenson Park.

Recreation Programs

- Continue Concert-In-The Park Series with 9 concerts from May through June
- Continue Movies –In-The Park Series with 5 movies from July through August
- Plan and Program the 125th Annual Fourth of July Celebration
- Plan and Program the 17th Annual Youth Fishing Derby
- Plan and Program the 10th Annual Santa in the Park
- Plan and Program the 7th Annual Daddy Daughter Dance
- Plan and Program the youth competition events, such as MLB Pitch, Hit & Run and Flapjack 5K Fun Run and Walk
- Plan and program a variety of recreational programs for adults and senior citizens

Parks and Recreation

The following decision packages are included in the FY20 adopted budget:

Description	Type	Amount
Wage Increase for Summer Day Camp Staff	Ongoing Costs	\$44,043
1 Ton Dump Truck (not in VRP) Lease to Purchase	One Time Cost	\$60,000
Parks Laborer (FTE 1.0)	Ongoing Cost	\$61,876

The following decision packages are not included in the FY20 adopted budget:

Description	Type	Amount
Parks Open Space Master Plan	One Time Cost	\$185,000
Wage Increase for Pool Staff	Ongoing Cost	\$35,755
¾ Ton Regular Cab Truck (for Laborer) (Add to VRP)	One Time Cost	\$32,642
Pull Behind Man Lift	One Time Cost	\$43,060
Replace existing Tool cat	One Time Cost	\$55,000
Replace Carpet & Flooring at PSB	One Time Cost	\$68,000
Turf Tractor	One Time Cost	\$50,000
Replace Backstop Fencing Fabric at Steven Schultz Sportspark	One Time Cost	\$58,000
Stevenson Park Walking Trail Curbs	One Time Cost	\$250,000
Skate Park	One Time Cost	\$75,000

Parks and Recreation

Departmental Performance Measures by Division

Major Departmental Goals for FY 2019-20

- Offer fun and safe recreational programs/events for all citizens of all ages.
- Continue to provide a fun and safe environment that provides seniors with unique activities that offer wellness for the mind and body.
- Continue to offer existing programs and special events while developing new programs and amenities as the demand or interest increases
- Implementation of our 2020 strategic Parks and Trails Master Plan.
- Developing and improving new and existing parkland and green space with desirable park amenities.
- Updating, improving and expanding beautification projects at all city facilities to include additional Monarch Waystation similar to the 1st of its kind in Stevenson Park

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

Administration	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)	2.0	2.0	2.0	2.0	2.0
Division Expenditures	\$267,911	\$279,140	\$291,429	\$285,803	\$295,965
Outputs					
# of grants applied for	2	4	4	3	4
# of committees and subcommittees	5	5	5	5	5
# of news alert subscribers	10,300	10,755	11,000	13,500	14,000
# of educational brochures produced	1	2	2	2	2
Revenue Collected for Facility Reservations	\$48,389	54,464	\$62,000	\$65,000	\$70,000
Measures of Effectiveness					
Department rating on Facebook (1-5 rating)	n/a	n/a	n/a	4.8	4.9
Number of Likes for Facebook Posting	900	1,750	2,250	6,000	7,000
Measures of Efficiency					
Monthly Operations Cost	\$22,326	\$23,262	\$24,286	\$23,817	\$24,664
Division Expenditures per capita	\$6.81	\$6.90	\$7.12	\$6.99	\$7.18

Parks and Recreation

Recreation Programs	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of Full-Time Equivalents (FTE's)	9.3	9.7	9.7	10.3	10.3
# of summer camp seasonal workers	16	16	17	17	17
# of Stevenson park pool seasonal workers	16	16	17	17	16
Division Expenditures	\$918,684	\$956,140	\$998,413	\$1,011,329	\$1,094,772
Outputs					
# of Fitness Class scheduled	1,600	1,115	1,200	1,200	1,300
# of fitness program types	10	8	10	10	10
# of trips offered by Senior Citizen Program	50	51	53	55	56
# of events offered by Senior Citizen Program	65	68	70	80	83
# of weekly programs offered by Senior Citizen Program	32	30	32	33	34
# of visits to Sesquicentennial Pool	13,201	10,863	10,000	10,000	11,000
Total # of participants registered for Summer Camp	540	540	540	540	540
Total # of participants registered for Swim Lessons	98	184	250	265	300
# of teams registered in adult leagues	170	162	165	163	165
Measures of Effectiveness					
% of Events actually held	100%	95%	100%	98%	98%
% of households registered using CivicRec	75%	82%	80%	90%	92%
Average monthly attendance at Senior Citizen Programs	1,487	1,486	1,500	1,490	1,500
% of participants "satisfied" with Summer Camp Program	95%	95%	95%	97%	98%
% of participants "satisfied" with Swim Lesson Program	n/a	85%	90%	92%	93%
% of participants "satisfied" with Fitness Programs	88%	92%	90%	90%	92%
% of participants "satisfied" with Senior Citizen Program	93%	95%	96%	97%	98%
Measures of Efficiency					
Monthly Operational Costs	\$76,557	\$79,678	\$83,201	\$84,277	\$91,231
Division Expenditures per capita	\$23.34	\$23.65	\$24.41	\$24.72	\$26.56

Parks and Recreation

Parks Operations	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
# of full time equivalents (FTE's)*	10.8	10.8	10.8	10.8	11.8
Division Expenditures	\$1,273,062	\$1,431,972	\$1,457,615	\$1,508,470	\$1,538,536
Outputs					
Total # of Maintenance Work Orders for Parks/Facilities logged	1,085	875	1,200	1,300	1,420
Total acres of Athletic fields	80.3	105.6	115.2	115.2	115.2
Total acres of Park turf areas	110.08	110.08	110.08	110.08	110.08
# of Parks maintained by the City	8	8	8	8	8
# of Special Projects Requested	6	6	6	6	7
# of parks mowed	8	8	8	8	8
Total dollars spent for dead tree removal	\$11,200	\$13,600	\$22,964	\$25,000	\$23,575
Measures of Effectiveness					
# of Parks work orders completed within 5 days	85	80	85	85	88
% of Work Orders for Parks completed within 5 Days	92%	94%	94%	94%	95%
Measures of Efficiency					
Monthly Operational Cost	\$113,444	\$108,498	\$120,801	\$125,706	\$128,211
Division Expenditures per capita	\$34.59	\$33.08	\$35.86	\$36.88	\$37.33

*Correction was made for FY17 and FY8 to correct the FTE's for 3 part-time park laborer staff at 0.60 FTE

Parks and Recreation

Facility Operations	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Forecast	FY20 Adopted
Inputs					
Division Expenditures	\$880,210	\$962,255	\$694,477	\$1,085,106	\$1,050,280
Outputs					
Total square footage of City building facilities	102,623	97,027	133,719	135,339	135,339
Total # of Maintenance Work Orders for Buildings logged	555	555	625	650	678
Measures of Effectiveness					
# of work orders completed within 5 days	525	550	600	624	631
% of Work Orders for Building Maintenance completed within 5 days	91.5%	93.5%	94%	96%	95%
Average janitorial services cost per sq. foot (not including supplies)	\$1.98	\$1.42	\$2.05	\$2.06	\$2.10
Measures of Efficiency					
Monthly Operational Costs	\$73,351	\$80,188	\$57,873	\$90,426	\$87,523
Division Expenditures per capita	\$22.36	\$23.80	\$16.98	\$26.53	\$25.48

PARKS AND RECREATION
DEPARTMENT SUMMARY

EXPENDITURE BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
ADMINISTRATION	\$279,140	\$291,429	\$291,797	\$191,826	\$285,803	\$295,965	1.6%
RECREATION PROGRAM	956,140	998,413	1,019,273	654,641	1,011,329	1,094,772	9.7%
PARKS OPERATIONS	1,431,972	1,457,615	1,481,325	1,048,517	1,508,470	1,538,536	5.6%
FACILITY OPERATIONS	962,255	694,477	1,104,966	785,432	1,085,106	1,050,280	51.2%
DEPARTMENT TOTAL	\$3,629,507	\$3,441,934	\$3,897,361	\$2,680,416	\$3,890,708	\$3,979,553	15.6%

EXPENDITURE BY CLASSIFICATION

CLASSIFICATION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
SALARIES AND BENEFITS	\$1,453,728	\$1,522,230	\$1,526,830	\$1,030,247	\$1,505,542	\$1,701,373	11.8%
SUPPLIES	203,024	224,561	212,192	136,601	207,352	219,400	-2.3%
MAINTENANCE	373,251	342,435	420,326	306,185	414,989	351,600	2.7%
SERVICES	1,475,651	1,352,708	1,677,843	1,147,213	1,702,655	1,707,180	26.2%
CAPITAL OUTLAY	123,853	0	60,170	60,170	60,170	0	0.0%
CLASSIFICATION TOTAL	\$3,629,507	\$3,441,934	\$3,897,361	\$2,680,416	\$3,890,708	\$3,979,553	15.6%

PERSONNEL SUMMARY BY DIVISION

DIVISION	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET	% CHANGE IN BUDGET FROM FY19 TO FY20
ADMINISTRATION	2.00	2.00	2.00	2.00	2.00	2.00	0.0%
RECREATION PROGRAM	9.70	9.70	9.70	9.70	10.30	10.30	6.2%
PARKS OPERATIONS	10.80	10.80	10.80	10.80	10.80	11.80	9.3%
PERSONNEL TOTAL	22.50	22.50	22.50	22.50	23.10	24.10	15.4%

6401 - PARKS & RECREATION ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-6401-451.4110	FULLTIME SALARIES & WAGES	\$172,018	\$179,902	\$181,102	\$130,589	\$179,119	\$188,935
001-6401-451.4130	OVERTIME PAY	2,690	1,238	1,238	1,029	2,500	2,055
001-6401-451.4131	HOLIDAY HRS WORKED	423	0	0	81	400	0
001-6401-451.4143	LONGEVITY PAY	1,615	1,690	1,690	1,735	1,735	1,850
001-6401-451.4144	VEHICLE ALLOWANCE	5,400	5,400	5,400	788	788	0
001-6401-451.4149	CELL PHONE ALLOWANCE	1,620	1,620	420	348	465	420
001-6401-451.4710	SOCIAL SECURITY/MEDICARE	13,351	13,840	13,840	9,836	13,840	14,179
001-6401-451.4720	TMRS RETIREMENT	29,167	30,280	30,280	21,417	30,280	30,941
001-6401-451.4810	HEALTH/DENTAL INSURANCE	18,461	18,461	18,461	13,461	18,461	18,461
001-6401-451.4820	LIFE INSURANCE	545	515	515	421	561	529
001-6401-451.4830	DISABILITY INSURANCE	571	540	540	472	629	650
001-6401-451.4840	WORKERS COMP INSURANCE	2,312	319	319	213	284	306
001-6401-451.4850	EAP SERVICES	136	116	116	97	129	116
001-6401-451.4890	FLEX PLAN ADMINISTRATION	50	43	43	36	48	43
	TOTAL SALARIES & BENEFITS	\$248,359	\$253,964	\$253,964	\$180,523	\$249,239	\$258,485
50 - SUPPLIES							
001-6401-451.5100	OFFICE SUPPLIES	\$2,495	\$0	\$0	\$0	\$0	\$0
001-6401-451.5200	PERSONNEL SUPPLIES	201	350	718	541	718	350
001-6401-451.5400	OPERATING SUPPLIES	1,325	3,650	3,650	1,238	2,600	3,500
001-6401-451.5800	OPERATING EQUIPMENT<\$5000	133	500	500	35	250	500
	TOTAL SUPPLIES	\$4,154	\$4,500	\$4,868	\$1,814	\$3,568	\$4,350
70 - SERVICES							
001-6401-451.7400	OPERATING SERVICES	\$100	\$100	\$963	\$963	\$1,283	\$100
001-6401-451.7401	POSTAL / COURIER SERVICES	202	400	400	164	218	400
001-6401-451.7510	TRAINING	709	1,140	1,140	770	1,027	1,210
001-6401-451.7520	TRAVEL EXPENSES & REIMBURSE	1,201	2,850	2,850	2,165	2,886	2,940
001-6401-451.7530	MEMBERSHIPS	445	475	475	445	445	480
001-6401-451.7800	CONTRACT SERVICES	23,970	28,000	27,137	4,982	27,137	28,000
	TOTAL SERVICES	\$26,627	\$32,965	\$32,965	\$9,489	\$32,996	\$33,130
6401 - PARKS & RECREATION ADMINISTRATION		\$279,140	\$291,429	\$291,797	\$191,826	\$285,803	\$295,965

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-6420-452.4110	FULLTIME SALARIES & WAGES	\$158,161	\$174,858	\$176,778	\$126,127	\$175,169	\$195,506
001-6420-452.4130	OVERTIME PAY	885	2,095	2,095	2,068	2,756	2,055
001-6420-452.4131	HOLIDAY HRS WORKED	(13)	0	0	296	394	0
001-6420-452.4143	LONGEVITY PAY	975	1,085	1,085	1,155	1,155	1,320
001-6420-452.4144	VEHICLE ALLOWANCE	5,400	5,400	5,400	788	788	0
001-6420-452.4145	INCENTIVE-CERTIFICATE PAY	7,200	7,200	9,300	6,775	9,300	9,000
001-6420-452.4149	CELL PHONE ALLOWANCE	2,340	2,340	420	378	420	420
001-6420-452.4220	PART-TIME WAGES	642	0	8,521	5,607	8,521	12,947
001-6420-452.4710	SOCIAL SECURITY/MEDICARE	12,518	13,876	13,876	10,332	13,776	16,380
001-6420-452.4720	TMRS RETIREMENT	27,780	30,778	30,778	21,897	30,778	33,658
001-6420-452.4810	HEALTH/DENTAL INSURANCE	33,328	33,328	33,328	24,302	33,328	33,328
001-6420-452.4820	LIFE INSURANCE	513	525	525	411	548	542
001-6420-452.4830	DISABILITY INSURANCE	535	548	548	459	612	664
001-6420-452.4840	WORKERS COMP INSURANCE	1,221	331	331	287	382	418
001-6420-452.4850	EAP SERVICES	203	174	174	145	193	174
001-6420-452.4890	FLEX PLAN ADMINISTRATION	76	65	65	228	304	249
	TOTAL SALARIES & BENEFITS	\$251,764	\$272,603	\$283,224	\$201,255	\$278,424	\$306,661
50 - SUPPLIES							
001-6420-452.5200	PERSONNEL SUPPLIES	\$411	\$450	\$1,202	\$1,027	\$1,202	\$450
001-6420-452.5400	OPERATING SUPPLIES	14,693	16,000	14,600	7,190	14,600	16,200
001-6420-452.5800	OPERATING EQUIPMENT<\$5000	2,667	4,000	4,000	1,684	4,000	4,000
	TOTAL SUPPLIES	\$17,771	\$20,450	\$19,802	\$9,901	\$19,802	\$20,650
70 - SERVICES							
001-6420-452.7400	OPERATING SERVICES	\$7,847	\$10,000	\$11,200	\$9,869	\$13,158	\$10,000
001-6420-452.7510	TRAINING	1,996	5,400	5,400	1,821	2,427	5,020
001-6420-452.7520	TRAVEL EXPENSES & REIMBURSE	3,649	5,037	5,037	4,339	5,784	4,730
001-6420-452.7530	MEMBERSHIPS	563	585	585	183	243	590
001-6420-452.7710	SOFTWARE LICENSES FEES	0	300	300	0	0	0
001-6420-452.7800	CONTRACT SERVICES	27,090	25,000	24,400	12,408	24,400	25,000
001-6420-452.7910	COMMUNITY EVENTS/PROGRAMS	37,037	34,000	34,000	26,887	35,849	64,000
	TOTAL SERVICES	\$78,182	\$80,322	\$80,922	\$55,507	\$81,861	\$109,340
6420 - RECREATION PROGRAMS		\$347,717	\$373,375	\$383,948	\$266,663	\$380,087	\$436,651

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-6422-452.4130	OVERTIME PAY	\$23,872	\$22,375	\$22,375	\$0	\$22,375	\$23,633
001-6422-452.4710	SOCIAL SECURITY/MEDICARE	3,631	1,712	1,712	0	1,712	1,808
001-6422-452.4720	TMRS RETIREMENT	5,595	0	0	0	0	3,784
001-6422-452.4840	WORKERS COMP INSURANCE	0	332	332	0	332	318
	TOTAL SALARIES & BENEFITS	\$33,098	\$24,419	\$24,419	\$0	\$24,419	\$29,543
50 - SUPPLIES							
001-6422-452.5400	OPERATING SUPPLIES	\$5,071	\$4,275	\$4,275	\$652	\$4,275	\$4,150
	TOTAL SUPPLIES	\$5,071	\$4,275	\$4,275	\$652	\$4,275	\$4,150
70 - SERVICES							
001-6422-452.7400	OPERATING SERVICES	\$1,160	\$2,500	\$2,500	\$1,150	\$2,500	\$2,000
001-6422-452.7401	POSTAL / COURIER SERVICES	13	0	0	0	0	0
001-6422-452.7481	TRANSPORTATION SERVICES	5,271	6,600	6,600	0	6,600	6,600
001-6422-452.7800	CONTRACT SERVICES	462	0	0	0	0	0
001-6422-452.7830	RENTAL	24,492	22,400	14,514	9,600	14,515	4,900
001-6422-452.7910	COMMUNITY EVENTS/PROGRAMS	38,534	47,600	55,486	55,485	55,485	67,080
	TOTAL SERVICES	\$69,932	\$79,100	\$79,100	\$66,235	\$79,100	\$80,580
6422 - JULY 4TH PROGRAM		\$108,101	\$107,794	\$107,794	\$66,887	\$107,794	\$114,273

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-6423-452.4222	SEASONAL WAGES	\$69,101	\$65,054	\$65,054	\$19,735	\$65,654	\$102,363
001-6423-452.4710	SOCIAL SECURITY/MEDICARE	5,280	4,977	4,977	1,510	4,977	7,838
001-6423-452.4840	WORKERS COMP INSURANCE	1,038	876	876	61	876	1,131
001-6423-452.4850	EAP SERVICES	58	0	0	0	0	0
	TOTAL SALARIES & BENEFITS	\$75,477	\$70,907	\$70,907	\$21,306	\$71,507	\$111,332
50 - SUPPLIES							
001-6423-452.5200	PERSONNEL SUPPLIES	\$1,282	\$1,450	\$1,450	\$1,335	\$1,450	\$1,450
001-6423-452.5400	OPERATING SUPPLIES	14,622	14,000	11,750	10,246	11,750	14,000
	TOTAL SUPPLIES	\$15,904	\$15,450	\$13,200	\$11,581	\$13,200	\$15,450
70 - SERVICES							
001-6423-452.7400	OPERATING SERVICES	\$123	\$150	\$2,400	\$2,400	\$2,400	\$150
001-6423-452.7481	TRANSPORTATION SERVICES	6,229	10,000	10,000	0	10,000	11,000
001-6423-452.7510	TRAINING	210	200	200	35	200	200
001-6423-452.7520	TRAVEL EXPENSES & REIMBURSE	794	1,100	1,100	41	800	1,100
001-6423-452.7612	TELEPHONE/COMMUNICATIONS	106	500	500	100	200	500
001-6423-452.7910	COMMUNITY EVENTS/PROGRAMS	24,205	29,500	29,500	3,294	29,500	31,000
	TOTAL SERVICES	\$31,667	\$41,450	\$43,700	\$5,870	\$43,100	\$43,950
6423 - SUMMER CAMP PROGRAM		\$123,048	\$127,807	\$127,807	\$38,757	\$127,807	\$170,732

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
50 - SUPPLIES							
001-6424-458.5200	PERSONNEL SUPPLIES	\$191	\$200	\$200	\$130	\$200	\$200
001-6424-458.5400	OPERATING SUPPLIES	17,013	15,500	14,612	13,962	14,612	14,480
	TOTAL SUPPLIES	\$17,204	\$15,700	\$14,812	\$14,092	\$14,812	\$14,680
60 - MAINTENANCE							
001-6424-458.6210	LANDSCAPING	\$4,648	\$7,800	\$16,153	\$15,906	\$16,153	\$5,000
	TOTAL MAINTENANCE	\$4,648	\$7,800	\$16,153	\$15,906	\$16,153	\$5,000
70 - SERVICES							
001-6424-458.7400	OPERATING SERVICES	\$13,908	\$13,100	\$15,333	\$14,531	\$15,333	\$16,930
001-6424-458.7510	TRAINING	823	900	1,202	1,201	1,202	1,350
001-6424-458.7520	TRAVEL EXPENSES & REIMBURSE	1,295	2,400	2,400	451	1,875	2,700
001-6424-458.7530	MEMBERSHIPS	150	150	150	150	150	150
001-6424-458.7910	COMMUNITY EVENTS/PROGRAMS*	37,047	25,000	35,000	37,511	37,512	0
001-6424-458.7922	KFB BEAUTIFICATION GRANTS	2,000	2,000	2,000	0	0	2,000
	TOTAL SERVICES	\$55,223	\$43,550	\$56,085	\$53,844	\$56,072	\$23,130
6424 - KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE		\$77,075	\$67,050	\$87,050	\$83,842	\$87,037	\$42,810

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-6428-452.4222	SEASONAL WAGES	\$45,035	\$53,692	\$47,171	\$15,961	\$47,171	\$60,928
001-6428-452.4710	SOCIAL SECURITY/MEDICARE	3,440	4,107	4,107	1,221	4,107	4,633
001-6428-452.4840	WORKERS COMP INSURANCE	669	723	723	132	723	1,460
001-6428-452.4850	EAP SERVICES	44	0	0	0	0	0
	TOTAL SALARIES & BENEFITS	\$49,188	\$58,522	\$52,001	\$17,314	\$52,001	\$67,021
50 - SUPPLIES							
001-6428-452.5100	OFFICE SUPPLIES	\$90	\$0	\$0	\$0	\$0	\$0
001-6428-452.5200	PERSONNEL SUPPLIES	1,939	2,200	2,200	1,719	2,200	2,200
001-6428-452.5400	OPERATING SUPPLIES	1,741	1,800	2,350	1,618	2,350	1,800
001-6428-452.5495	CHEMICALS	13,622	12,000	14,160	7,988	14,160	18,000
001-6428-452.5620	JANITORIAL SUPPLIES	359	1,100	450	364	450	500
001-6428-452.5800	OPERATING EQUIPMENT<\$5000	2,890	2,510	2,260	2,130	2,900	2,950
	TOTAL SUPPLIES	\$20,641	\$19,610	\$21,420	\$13,819	\$22,060	\$25,450
60 - MAINTENANCE							
001-6428-452.6210	LANDSCAPING	\$0	\$1,000	\$1,000	\$686	\$775	\$500
001-6428-452.6561	SWIMMING POOL MAINTENANCE	1,527	10,435	9,050	7,800	9,050	1,500
001-6428-452.6600	FACILITY MAINTENANCE	2,365	3,200	2,525	2,706	3,007	2,500
	TOTAL MAINTENANCE	\$3,892	\$14,635	\$12,575	\$11,192	\$12,832	\$4,500
70 - SERVICES							
001-6428-452.7400	OPERATING SERVICES	\$1,114	\$2,800	\$300	\$73	\$300	\$2,000
001-6428-452.7510	TRAINING - STEVENSON POOL	198	90	94	94	94	90
001-6428-452.7520	TRAVEL EXPENSES & REIMBURSE	0	50	46	29	46	50
001-6428-452.7611	ELECTRICITY	12,638	13,772	13,772	7,896	13,527	13,770
001-6428-452.7612	TELEPHONE/COMMUNICATIONS	1,144	1,562	1,562	0	1,400	1,560
001-6428-452.7613	NATURAL GAS	953	2,870	2,870	1,586	2,114	2,870
001-6428-452.7620	JANITORIAL SERVICES	0	1,500	1,500	270	1,500	1,500
001-6428-452.7800	CONTRACT SERVICES	5,948	5,000	4,750	2,330	4,750	6,000
	TOTAL SERVICES	\$21,995	\$27,644	\$24,894	\$12,278	\$23,731	\$27,840
6428 - STEVENSON PARK POOL		\$95,716	\$120,411	\$110,890	\$54,603	\$110,624	\$124,811

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-6429-452.4110	FULLTIME SALARIES & WAGES	\$94,980	\$96,067	\$96,067	\$68,874	\$91,832	\$105,071
001-6429-452.4120	PART-TIME WAGES	18,868	20,045	20,045	8,365	8,365	0
001-6429-452.4130	OVERTIME PAY	6,912	872	872	4,889	6,519	3,083
001-6429-452.4131	HOLIDAY HRS WORKED	263	0	0	0	0	0
001-6429-452.4143	LONGEVITY PAY	1,255	1,325	1,325	1,370	1,370	2,010
001-6429-452.4145	INCENTIVE-CERTIFICATE PAY	600	600	600	450	450	600
001-6429-452.4220	PART-TIME WAGES	0	0	0	3,989	7,695	16,029
001-6429-452.4710	SOCIAL SECURITY/MEDICARE	8,649	8,363	8,363	6,245	8,326	9,276
001-6429-452.4720	TMRS RETIREMENT	19,507	18,966	18,966	13,017	17,355	17,569
001-6429-452.4810	HEALTH/DENTAL INSURANCE	25,583	25,576	25,576	18,112	24,149	18,444
001-6429-452.4820	LIFE INSURANCE	289	263	263	204	272	295
001-6429-452.4830	DISABILITY INSURANCE	315	287	287	236	314	363
001-6429-452.4840	WORKERS COMP INSURANCE	1,994	1,763	1,763	1,413	1,883	2,026
001-6429-452.4850	EAP SERVICES	136	174	174	92	122	116
001-6429-452.4890	FLEX PLAN ADMINISTRATION	50	43	43	34	45	43
	TOTAL SALARIES & BENEFITS	\$179,401	\$174,344	\$174,344	\$127,290	\$168,697	\$174,925
50 - SUPPLIES							
001-6429-452.5100	OFFICE SUPPLIES	\$1,001	\$0	\$0	\$0	\$0	\$0
001-6429-452.5200	PERSONNEL SUPPLIES	0	150	658	637	849	150
001-6429-452.5301	FUEL	2,446	3,240	3,240	1,496	2,994	3,240
001-6429-452.5400	OPERATING SUPPLIES	2,228	4,000	3,300	2,278	3,037	3,000
001-6429-452.5800	OPERATING EQUIPMENT<\$5000	4,589	5,400	5,400	1,972	5,400	4,500
	TOTAL SUPPLIES	\$10,264	\$12,790	\$12,598	\$6,383	\$12,280	\$10,890
60 - MAINTENANCE							
001-6429-452.6300	VEHICLE MAINTENANCE	\$857	\$2,000	\$2,000	\$777	\$1,050	\$2,000
	TOTAL MAINTENANCE	\$857	\$2,000	\$2,000	\$777	\$1,050	\$2,000
70 - SERVICES							
001-6429-452.7311	VEHICLE INSURANCE	\$1,658	\$1,692	\$1,692	\$1,197	\$1,692	\$1,630
001-6429-452.7401	POSTAL / COURIER SERVICES	20	50	50	5	25	50
001-6429-452.7498	JUDGMENTS & DAMAGE CLAIMS	0	500	500	0	0	500
001-6429-452.7510	TRAINING	125	200	200	95	130	150
001-6429-452.7520	TRAVEL EXPENSES & REIMBURSE	22	250	250	0	100	200
001-6429-452.7612	TELEPHONE/COMMUNICATIONS	97	150	150	0	150	150
001-6429-452.7910	COMMUNITY EVENTS/PROGRAMS	12,039	10,000	10,000	8,142	13,856	15,000
	TOTAL SERVICES	\$13,961	\$12,842	\$12,842	\$9,439	\$15,953	\$17,680
6429 - SENIOR ACTIVITY CENTER		\$204,483	\$201,976	\$201,784	\$143,889	\$197,980	\$205,495

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
40 - SALARIES & BENEFITS							
001-6430-456.4110	FULLTIME SALARIES & WAGES	\$348,344	\$393,747	\$394,947	\$285,397	\$390,530	\$442,150
001-6430-456.4120	PART-TIME WAGES	57,204	54,098	54,098	34,016	54,098	54,459
001-6430-456.4130	OVERTIME PAY	16,290	7,734	8,234	7,333	9,777	10,275
001-6430-456.4131	HOLIDAY HRS WORKED	800	0	0	638	850	0
001-6430-456.4143	LONGEVITY PAY	2,325	2,725	2,725	2,895	2,895	3,400
001-6430-456.4145	INCENTIVE-CERTIFICATE PAY	2,700	2,400	2,400	2,925	3,900	3,900
001-6430-456.4149	CELL PHONE ALLOWANCE	3,450	3,660	2,460	1,793	2,460	2,460
001-6430-456.4710	SOCIAL SECURITY/MEDICARE	30,986	33,672	33,672	24,295	32,393	37,797
001-6430-456.4720	TMRS RETIREMENT	68,257	74,066	74,066	53,317	71,088	82,694
001-6430-456.4810	HEALTH/DENTAL INSURANCE	75,920	85,915	85,915	62,248	82,997	104,766
001-6430-456.4820	LIFE INSURANCE	1,134	1,119	1,119	893	1,190	1,308
001-6430-456.4830	DISABILITY INSURANCE	1,203	1,187	1,187	1,013	1,351	1,520
001-6430-456.4840	WORKERS COMP INSURANCE	6,854	6,257	6,257	4,966	6,620	7,642
001-6430-456.4850	EAP SERVICES	765	697	697	581	774	653
001-6430-456.4890	FLEX PLAN ADMINISTRATION	209	194	194	249	332	382
	TOTAL SALARIES & BENEFITS	\$616,441	\$667,471	\$667,971	\$482,559	\$661,255	\$753,406
50 - SUPPLIES							
001-6430-456.5200	PERSONNEL SUPPLIES	\$7,668	\$10,400	\$10,584	\$5,586	\$8,448	\$10,500
001-6430-456.5300	VEHICLE SUPPLIES	47	105	105	79	105	0
001-6430-456.5301	FUEL	16,033	9,281	9,281	12,233	16,310	9,280
001-6430-456.5400	OPERATING SUPPLIES	18,618	26,000	16,000	8,221	15,961	26,000
001-6430-456.5600	FACILITY SUPPLIES	2,796	8,000	3,801	1,747	3,800	8,000
001-6430-456.5620	JANITORIAL SUPPLIES	6,808	8,000	8,000	3,640	6,852	8,000
001-6430-456.5800	OPERATING EQUIPMENT<\$5000	30,905	36,000	34,576	23,710	31,613	30,000
	TOTAL SUPPLIES	\$82,875	\$97,786	\$82,347	\$55,216	\$83,089	\$91,780
60 - MAINTENANCE							
001-6430-456.6210	LANDSCAPING	\$44,986	\$29,000	\$20,000	\$13,131	\$17,507	\$24,000
001-6430-456.6220	LIGHTING MAINTENANCE	17,342	14,000	9,000	4,200	8,600	19,000
001-6430-456.6240	FENCE MAINTENANCE	1,575	1,500	0	0	0	0
001-6430-456.6300	VEHICLE MAINTENANCE	9,912	4,000	12,000	8,168	10,891	7,100
001-6430-456.6400	OPERATING MAINTENANCE	39,237	35,000	31,000	28,850	38,467	35,000
001-6430-456.6600	FACILITY MAINTENANCE	87,786	62,000	76,650	69,132	82,175	80,000
001-6430-456.6800	EQUIPMENT MAINTENANCE	4,074	8,000	5,329	5,250	6,999	4,000
	TOTAL MAINTENANCE	\$204,912	\$153,500	\$153,979	\$128,731	\$164,639	\$169,100
70 - SERVICES							
001-6430-456.7311	VEHICLE INSURANCE	\$4,343	\$5,318	\$5,318	\$3,996	\$5,328	\$5,150
001-6430-456.7400	OPERATING SERVICES	350	500	1,500	4,500	6,000	500
001-6430-456.7498	JUDGMENTS & DAMAGE CLAIMS	1,000	500	500	0	0	500
001-6430-456.7510	TRAINING	1,545	1,640	1,640	530	1,640	1,640
001-6430-456.7520	TRAVEL EXPENSES & REIMBURSE	613	968	968	695	927	970
001-6430-456.7530	MEMBERSHIPS	355	320	320	200	320	320
001-6430-456.7611	ELECTRICITY	84,409	125,452	125,452	53,628	125,452	125,450
001-6430-456.7612	TELEPHONE/COMMUNICATIONS	0	0	0	1,027	1,369	1,400
001-6430-456.7613	NATURAL GAS	229	530	530	98	200	530
001-6430-456.7620	JANITORIAL SERVICES	52,935	34,800	34,800	41,517	55,355	55,360
001-6430-456.7625	SAFETY SERVICES	3,693	3,800	3,800	1,334	1,778	3,800
001-6430-456.7680	MOWING SERVICES	331,910	330,398	325,398	209,668	325,398	291,000
001-6430-456.7690	HOA MAINTENANCE FEES	1,650	2,130	2,130	1,650	1,650	2,130
001-6430-456.7800	CONTRACT SERVICES	7,553	2,500	4,500	948	4,500	2,500
001-6430-456.7830	RENTAL	14,419	3,000	3,000	1,800	2,400	3,000
001-6430-456.7831	VEHICLE LEASE-INTERNAL	17,337	27,002	27,002	20,250	27,000	30,000
	TOTAL SERVICES	\$522,341	\$538,858	\$536,858	\$341,841	\$559,317	\$524,250
80 - CAPITAL OUTLAY							
001-6430-456.8400	CAPITAL OPERATING EQUIP	\$0	\$0	\$8,105	\$8,105	\$8,105	\$0
001-6430-456.8800	CAPITAL EQUIPMENT	5,403	0	32,065	32,065	32,065	0
	TOTAL CAPITAL OUTLAY	\$5,403	\$0	\$40,170	\$40,170	\$40,170	\$0
6430 - PARKS OPERATIONS		\$1,431,972	\$1,457,615	\$1,481,325	\$1,048,517	\$1,508,470	\$1,538,536

ACCOUNT NUMBER	ACCOUNT NAME	FY18 ACTUAL	FY19 ORIGINAL BUDGET	FY19 AMENDED BUDGET	FY19 YTD 6/30/19	FY19 YEAR END ESTIMATE	FY20 ADOPTED BUDGET
50 - SUPPLIES							
001-6460-419.5400	OPERATING SUPPLIES	\$20,151	\$20,000	\$22,000	\$14,639	\$22,000	\$23,000
001-6460-419.5600	FACILITY SUPPLIES	5,415	3,000	3,000	1,554	3,000	3,000
001-6460-419.5800	OPERATING EQUIPMENT<\$5000	3,574	6,000	8,870	6,950	9,266	6,000
001-6460-419.5820	SECURITY CAMERA EQUIPMENT	0	5,000	5,000	0	0	0
	TOTAL SUPPLIES	\$29,140	\$34,000	\$38,870	\$23,143	\$34,266	\$32,000
60 - MAINTENANCE							
001-6460-419.6210	LANDSCAPING	\$4,439	\$5,000	\$2,000	\$450	\$3,800	\$5,000
001-6460-419.6600	FACILITY MAINTENANCE	119,658	95,000	154,119	121,166	161,554	100,000
001-6460-419.6610	BUILDING RENOVATIONS	0	0	15,000	9,070	15,000	0
001-6460-419.6620	CONTINGENCY	28,870	50,000	50,000	7,494	25,629	50,000
001-6460-419.6800	EQUIPMENT MAINTENANCE	5,260	8,000	8,000	5,124	7,832	8,000
001-6460-419.6801	EMERGENCY GENERATOR MAINT	715	6,500	6,500	6,275	6,500	8,000
	TOTAL MAINTENANCE	\$158,942	\$164,500	\$235,619	\$149,579	\$220,315	\$171,000
70 - SERVICES							
001-6460-419.7400	OPERATING SERVICES	\$2,200	\$0	\$33,500	\$3,500	\$3,500	\$0
001-6460-419.7611	ELECTRICITY	170,740	172,315	172,315	117,419	170,558	172,310
001-6460-419.7612	TELEPHONE/COMMUNICATIONS	203,995	131,641	131,641	110,956	147,941	131,640
001-6460-419.7613	NATURAL GAS	2,556	3,821	5,821	4,290	5,720	6,820
001-6460-419.7620	JANITORIAL SERVICES	121,707	136,100	136,100	102,659	136,878	163,310
001-6460-419.7625	SAFETY SERVICES	6,882	8,000	8,000	5,264	7,018	8,500
001-6460-419.7680	MOWING SERVICES	5,035	7,000	7,000	34,946	46,594	46,600
001-6460-419.7800	CONTRACT SERVICES	28,085	32,100	25,100	13,263	25,100	27,100
001-6460-419.7830	RENTAL	114,523	5,000	5,000	2,413	3,216	5,000
001-6460-419.7832	BUILDING LEASE	0	0	286,000	198,000	264,000	286,000
	TOTAL SERVICES	\$655,723	\$495,977	\$810,477	\$592,710	\$810,525	\$847,280
80 - CAPITAL OUTLAY							
001-6460-419.8140	BUILDING RENOVATIONS	\$38,249	\$0	\$0	\$0	\$0	\$0
001-6460-419.8400	CAPITAL OPERATING EQUIP	29,195	0	0	0	0	0
001-6460-419.8800	CAPITAL EQUIPMENT	0	0	20,000	20,000	20,000	0
001-6460-422.8120	BUILDINGS	41,476	0	0	0	0	0
001-6460-422.8230	PARKING/DRIVEWAYS/SIDEWALKS	9,530	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	\$118,450	\$0	\$20,000	\$20,000	\$20,000	\$0
6460 - FACILITY OPERATIONS		\$962,255	\$694,477	\$1,104,966	\$785,432	\$1,085,106	\$1,050,280

Personnel by Department Schedule

Personnel By Department
Full-Time Equivalents
Three Year Comparison

	FY18 ACTUAL	FY19 YEAR END ESTIMATE	FY20 CURRENT SERVICES	FY20 FAW/DP	FY20 ADOPTED BUDGET
CITY ATTORNEY	2.10	2.10	2.10	0.00	2.10
TOTAL MAYOR & COUNCIL	2.10	2.10	2.10	0.00	2.10
MUNICIPAL CLERK	3.00	3.00	3.00	0.00	3.00
ELECTIONS	0.20	0.20	0.00	0.00	0.00
RECORDS MANAGEMENT	2.00	2.00	2.00	0.00	2.00
TOTAL CITY SECRETARY	5.20	5.20	5.00	0.00	5.00
ADMINISTRATION	4.40	4.00	4.00	0.00	4.00
ECONOMIC DEVELOPMENT	1.00	1.00	1.00	0.00	1.00
TOTAL CITY MANAGER	5.40	5.00	5.00	0.00	5.00
FINANCE - (GF)	8.00	8.00	8.00	1.00	9.00
FINANCE - (WS)	4.00	4.00	4.00	0.00	4.00
MUNICIPAL COURT	5.60	5.60	5.60	0.00	5.60
HUMAN RESOURCES	4.00	4.00	4.00	0.00	4.00
RISK MANAGEMENT - (GF)	1.00	1.00	1.00	0.00	1.00
INFORMATION TECHNOLOGY	5.00	5.00	5.00	0.00	5.00
TOTAL ADMINISTRATIVE SERVICES	27.60	27.60	27.60	1.00	28.60
ADMINISTRATION	5.00	5.00	5.00	0.00	5.00
COMMUNICATIONS	13.60	13.60	13.60	0.00	13.60
PATROL	51.12	54.78	54.78	0.00	54.78
DOT PATROL	1.00	1.00	1.00	0.00	1.00
CRIMINAL INVESTIGATIONS	13.00	12.00	12.00	0.00	12.00
ANIMAL CONTROL	4.00	4.00	4.00	0.00	4.00
TOTAL POLICE	87.72	90.38	90.38	0.00	90.38
ADMINISTRATION	5.20	6.20	6.20	0.00	6.20
EMERGENCY MANAGEMENT	1.40	1.00	1.00	0.00	1.00
TOTAL FIRE MARSHAL	6.60	7.20	7.20	0.00	7.20
ADMINISTRATION	2.00	2.00	2.00	0.00	2.00
PLANNING AND ZONING	4.00	4.00	4.00	0.00	4.00
INSPECTION/CODE ENFORCEMENT	4.70	4.70	4.70	0.00	4.70
TOTAL COMMUNITY DEVELOPMENT	10.70	10.70	10.70	0.00	10.70
ADMINISTRATION - (GF)	2.40	2.00	2.00	0.00	2.00
ADMINISTRATION - (WS)	1.60	2.00	2.00	0.00	2.00
STREET OPERATIONS	13.00	13.00	13.00	0.00	13.00
DRAINAGE OPERATIONS	4.00	4.00	4.00	0.00	4.00
WATER UTILITIES	6.00	6.00	6.00	0.00	6.00
SEWER UTILITIES	6.00	7.00	7.00	0.00	7.00
WATER OPERATIONS	3.30	3.30	3.30	0.00	3.30
SEWER OPERATIONS	4.00	4.00	4.00	0.00	4.00
UTILITY CUSTOMER SERVICE	2.00	2.00	2.00	0.00	2.00
ENGINEERING (GF)	2.60	0.00	0.00	0.00	0.00
ENGINEERING (WS)	1.40	0.00	0.00	0.00	0.00
TOTAL PUBLIC WORKS	46.30	43.30	43.30	0.00	43.30
ENGINEERING (GF)	0.00	3.00	3.00	0.00	3.00
ENGINEERING (WS)	0.00	3.00	3.00	0.00	3.00
TOTAL ENGINEERING	0.00	6.00	6.00	0.00	6.00
ADMINISTRATION	14.97	14.97	14.97	0.00	14.97
TOTAL LIBRARY SERVICES	14.97	14.97	14.97	0.00	14.97
ADMINISTRATION	2.00	2.00	2.00	0.00	2.00
RECREATION PROGRAMS	9.70	10.30	10.30	0.00	10.30
PARKS OPERATIONS	10.80	10.80	10.80	1.00	11.80
TOTAL PARKS AND RECREATION	22.50	23.10	23.10	1.00	24.10
TOTAL PERSONNEL	229.09	235.55	235.35	2.00	237.35

Decision Packages and Forces at Work

**FY 2019-20 DECISION PACKAGES
(Included in the Adopted Budget)**

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
ASO/IT	Public Works Software (Tyler EAM)	\$65,000	\$20,000	\$85,000	\$0	\$85,000
ASO/IT	Security Cameras	\$56,000	\$10,000	\$66,000	\$0	\$66,000
ASO/IT	Tyler Operating Systems Upgrade	\$15,000	\$0	\$15,000	\$0	\$15,000
ASO/IT	IT Services to Fire Stations	\$15,000	\$5,000	\$20,000	\$0	\$20,000
PD/Patrol	Replace Dual Purpose K-9	\$27,500	\$5,400	\$32,900	\$0	\$32,900
PD/Patrol	Replace MDTs	\$31,050	\$0	\$31,050	\$0	\$31,050
CDD	GIS Services Update	\$20,000	\$0	\$20,000	\$0	\$20,000
TOTAL FORCES AT WORK		\$229,550	\$40,400	\$269,950	\$0	\$269,950

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
ASO/IT	Private Fiber Replacement-CH>Lib & CH>AB (PEG Funds)	\$150,000	\$0	\$150,000	\$150,000	\$0
ASO/IT	CH Conference Rooms Tech Upgrades (PEG Funds)	\$177,000	\$0	\$177,000	\$177,000	\$0
ASO/IT	Know BE 4 Cybersecurity Training (PEG Funds)	\$11,000	\$0	\$11,000	\$11,000	\$0
Parks/Rec	Wage Increase for Summer Day Camp Staff	\$0	\$44,043	\$44,043	\$44,043	\$0
City Wide	City Wide Merit 2.75% Skid Steer Loader (not VRP)	\$0	\$475,549	\$475,549	\$0	\$475,549
PW/Streets	Lease to Purchase	\$101,000	\$0	\$101,000	\$101,000	\$0
PW/Streets	Streets Sweeper & Vacuum Unit (not VRP) Lease to Purchase	\$205,000	\$0	\$205,000	\$205,000	\$0
Parks/PK Ops	Dump Truck-1 ton (not VRP) Lease to Purchase	\$60,000	\$0	\$60,000	\$60,000	\$0
FM-FVFD	Ambulance Lease to Purchase	\$203,000	\$0	\$203,000	\$203,000	\$0
ASO	ASO Admin Assistant Position (FTE 1.0)	\$1,000	\$64,651	\$65,651	\$0	\$65,651
Parks/PK Ops	Parks Laborer Position (FTE 1.0)	\$0	\$61,876	\$61,876	\$0	\$61,876
TOTAL DECISION PACKAGES		\$908,000	\$646,119	\$1,554,119	\$951,043	\$603,076

TOTAL FAW & DECISION PACKAGES FOR GENERAL FUND		\$1,137,550	\$686,519	\$1,824,069	\$951,043	\$873,026
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WATER AND SEWER FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
Swr Ops	Bkhwk WWTP-Aeration System Upgrade	\$2,569,413	\$0	\$2,569,413		\$2,569,413
Swr Ops	Bkhwk WWTP Re-Rating	\$348,795	\$0	\$348,795		\$348,795
Swr Ops	Blackhawk WWTP Additional Capacity (Year 3 of 6)	\$633,130	\$0	\$633,130		\$633,130
Wtr Ops	SEWPP-FY 2012-2017 Program Balance (Year 2 of 3)	\$0	\$411,002	\$411,002		\$411,002
Wtr Ops	SEWPP-FY 2019-2023 Program Balance (5 yrs)	\$0	\$810,000	\$810,000		\$810,000
TOTAL FORCES AT WORK		\$3,551,338	\$1,221,002	\$4,772,340	\$0	\$4,772,340

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
City Wide	City Wide Merit 2.75%	\$0	\$57,904	\$57,904	\$0	\$57,904
Swr Utl	Vacuum/Jet Combination Sewer Truck (not VRP) Lease to Purchase	\$450,000	\$0	\$450,000	\$450,000	\$0
TOTAL DECISION PACKAGES		\$450,000	\$57,904	\$507,904	\$450,000	\$57,904

TOTAL FAW & DECISION PACKAGES FOR WATER & SEWER FUND		\$4,001,338	\$1,278,906	\$5,280,244	\$450,000	\$4,830,244
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**FY 2019-20 DECISION PACKAGES
(Not included in the Adopted Budget)**

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL
ASO/IT	Additional Internet Services & Firewall	\$10,000	\$12,100	\$22,100
Engineering	Construction Manager Position (FTE 1.0)	\$2,700	\$88,967	\$91,667
Library	Digital Media Technician Position (FTE 1.0)	\$0	\$70,320	\$70,320
ASO/IT	Network Attached Storage (NAS) Data Protection	\$25,000	\$0	\$25,000
Engineering	GPS Data Collection System Upgrade	\$25,000	\$0	\$25,000
Parks/Admin	Parks Open Space Master Plan	\$185,000	\$0	\$185,000
Parks/Rec	Wage Increase for Pool Staff	\$0	\$35,755	\$35,755
Engineering	HP Design Jet SD Pro Multifunction Printer	\$15,495	\$5,000	\$20,495
Parks/PK Ops	3/4 Ton Truck Regular Cab (for Laborer) (Add to VRP)	\$32,642	\$0	\$32,642
ASO/IT	IT Business Analyst I Position (FTE 1.0)	\$0	\$100,504	\$100,504
Parks/PK Ops	55' Pull Behind Man Lift	\$43,060	\$0	\$43,060
Parks/PK Ops	Tool CAT Replacement	\$55,000	\$0	\$55,000
PW/Streets	Industrial Zero Turn Riding Mower	\$14,000	\$1,050	\$15,050
ASO/HR	Wellness Program	\$0	\$15,000	\$15,000
PW/Streets	Message Board	\$20,000	\$75	\$20,075
Park/Fac Ops	Replace Carpet & Flooring at PSB	\$68,000	\$0	\$68,000
Parks/PK Ops	Turf Tractor	\$50,000	\$0	\$50,000
Parks/PK Ops	Replace Fencing Fabric at Sportspark for Adult Fields	\$58,000	\$0	\$58,000
Parks/PK Ops	Stevenson Park Walking Trail Curbs	\$250,000	\$0	\$250,000
Parks/PK Ops	Skate Park	\$75,000	\$0	\$75,000
UNFUNDED DECISION PACKAGES TOTAL (GENERAL FUND)		\$ 928,897	\$ 328,771	\$ 1,257,668

WATER AND SEWER FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL
Engineering	Construction Manager Position (FTE 1.0)	\$2,700	\$88,968	\$91,668
Wtr Ops	Pump & Piping Changes for SWS#2	\$45,000	\$0	\$45,000
Swr Ops	6" Pump Replacements (LS #8,17,22,36)	\$78,000	\$0	\$78,000
Admin	Administrative Secretary Position (FTE 1.0)	\$2,700	\$56,628	\$59,328
Swr Ops	LS #2 Spare Pump	\$25,000	\$0	\$25,000
Wtr Ops	Control Replacement for SWS #1	\$55,000	\$0	\$55,000
Wtr Ops	Control Replacement for SWS #2	\$65,000	\$0	\$65,000
Wtr Ops	Operations Maintenance Worker Position (FTE 1.0)	\$0	\$56,208	\$56,208
Swr Ops	Truck with utility bed (1 Ton) (Add to VRP)	\$60,000	\$4,000	\$64,000
Swr Ops	Mechanic tools & equipment	\$30,000	\$0	\$30,000
Wtr Utl	Crew Leader Position (FTE 1.0)	\$0	\$70,846	\$70,846
Wtr Utl	Class 5 Truck w/service body (Add to VRP)	\$61,000	\$4,500	\$65,500
Swr Utl	Backhoe-replace PW116 (not VRP)	\$90,000	\$4,500	\$94,500
UNFUNDED DECISION PACKAGES TOTAL (WATER & SEWER FUND)		\$514,400	\$285,650	\$800,050

Tax Information

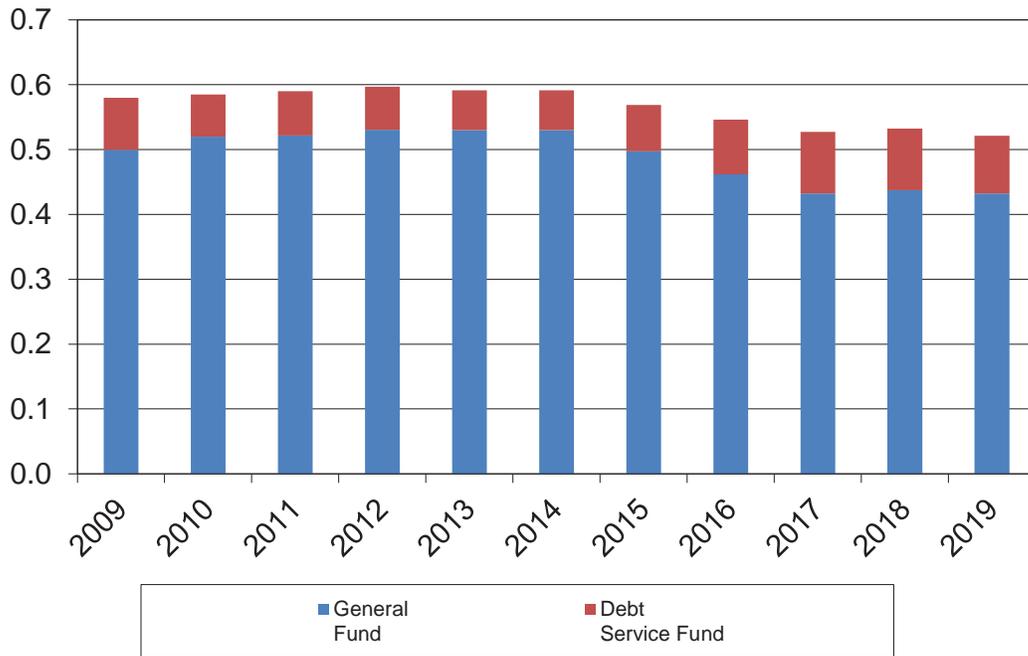
ESTIMATED AD VALOREM TAX COLLECTIONS - GCAD & HCAD Certified Roll

Estimated Taxable Value as of August 14, 2019	\$3,145,649,820	
Divided by 100	<u>100</u>	
Rate Base	\$31,456,498	
Tax Rate	<u>0.5214</u>	
Estimated Tax Levy	\$16,402,645	
Estimated Collection Rate	<u>100%</u>	
Adjusted Tax Collections, 2018-19		\$16,402,645
Estimated Value of Properties in ARB Review Status	\$171,550,821	
Divided by 100	<u>100</u>	
Rate Base	\$1,715,508	
Tax Rate	<u>0.5214</u>	
Estimated Tax Levy		\$894,533
Estimated Value Over 65 Frozen Ceilings	\$373,385,042	
Divided by 100	<u>100</u>	
Rate Base	\$3,733,850	
Tax Rate	<u>0.5214</u>	
Estimated Collection Rate & Levy of Over 65 Frozen Ceilings	100%	\$1,946,975
		<hr/>
ESTIMATED TOTAL TAX LEVY		<u>\$19,244,153</u>

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
2004-05	2004	\$1,757,469,314	20%	\$0.6385	\$11,221,442	4.0%
2005-06	2005	\$1,840,094,487	20%	\$0.6040	\$11,114,170	-1.0%
2006-07	2006	\$2,011,630,820	20%	\$0.5821	\$11,708,758	5.3%
2007-08	2007	\$2,134,576,240	20%	\$0.5764	\$12,303,697	5.1%
2008-09	2008	\$2,242,178,295	20%	\$0.5797	\$12,998,473	5.6%
2009-10	2009	\$2,271,459,062	20%	\$0.5797	\$13,167,648	1.3%
2010-11	2010	\$2,336,118,472	20%	\$0.5851	\$13,668,629	3.8%
2011-12	2011	\$2,362,929,430	20%	\$0.5902	\$13,947,215	2.0%
2012-13	2012	\$2,392,531,721	20%	\$0.5970	\$14,283,414	2.4%
2013-14	2013	\$2,502,557,278	20%	\$0.5914	\$14,653,660	2.6%
2014-15	2014	\$2,633,486,696	20%	\$0.5914	\$15,440,708	5.4%
2015-16	2015	\$2,926,095,717	20%	\$0.5687	\$16,403,663	6.2%
2016-17	2016	\$3,173,373,806	20%	\$0.5460	\$17,009,094	3.7%
2017-18	2017	\$3,408,383,083	20%	\$0.5273	\$17,569,799	3.3%
2018-19	2018	\$3,450,838,554	20%	\$0.5324	\$17,952,134	2.2%
2019-20	2019	\$3,690,585,683	20%	\$0.5214	\$19,244,153	7.2%

Tax Rate Comparison



Historical Tax Rate Comparison

Fiscal Year	Tax Year	General Fund	Service Fund	Total Tax Rate*
2009-10	2009	\$0.4997	\$0.0800	\$0.5797
2010-11	2010	\$0.5198	\$0.0653	\$0.5851
2011-12	2011	\$0.5218	\$0.0684	\$0.5797
2012-13	2012	\$0.5307	\$0.0663	\$0.5970
2013-14	2013	\$0.5303	\$0.0611	\$0.5914
2014-15	2014	\$0.5303	\$0.0611	\$0.5914
2015-16	2015	\$0.4972	\$0.0715	\$0.5687
2016-17	2016	\$0.4620	\$0.0840	\$0.5460
2017-18	2017	\$0.4323	\$0.0950	\$0.5273
2018-19	2018	\$0.4372	\$0.0952	\$0.5324
2019-20	2019	\$0.4322	\$0.0892	\$0.5214

* Tax Rate Includes 20% Homestead Exemption

**Sales Tax Revenue Comparison
FY18 through FY20**

Month of Receipt	FY18 Actual	FY19 Forecast	FY20 Adopted General Fund	FY20 Adopted Streets*	FY20 Adopted Economic Dev**	FY20 Adopted Budget
December	\$598,088	\$533,224	\$542,324	\$116,335	\$38,778	\$697,437
January	633,491	496,420	505,520	121,897	40,632	\$668,049
February	981,045	734,825	743,925	189,063	63,020	\$996,008
March	568,179	492,683	501,783	109,337	36,446	\$647,566
April	542,022	469,193	478,293	104,647	34,882	\$617,822
May	873,752	594,726	603,826	168,091	56,029	\$827,946
June	618,206	462,615	471,714	119,300	39,766	\$630,780
July	571,512	428,942	438,042	109,974	36,657	\$584,673
August	861,100	647,505	656,605	166,010	55,336	\$877,951
September	631,494	474,015	483,115	121,530	40,509	\$645,154
October	665,169	500,604	509,704	128,347	42,782	\$680,833
November	875,898	653,579	662,681	167,569	55,853	\$886,103
Total	\$8,419,956	\$6,488,331	\$6,597,532	\$1,622,100	\$540,690	\$8,760,322

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

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

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

\$0.00375 for Streets maintenance and improvements

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

Glossary
Abbreviations and Acronyms

(reviewed and updated annually)

ACCRUAL BASIS

Recognition of the financial effects of transactions, events and circumstances in the period(s) in which they occur regardless of when the cash is received or paid.

AD VALOREM TAX

A tax based on value (e.g., a property tax).

AMORTIZATION

The process of paying the principal amount of an issue of bonds by the periodic payments either directly to bondholders or to a sinking fund for the benefit of bondholders. Payments are usually calculated to include interest in addition to a partial payment of the original principal amount.

APPROPRIATION

A legal authorization granted by a legislative body (City Council) to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

ARBITRAGE

Transactions by which securities are bought and sold in different markets at the same time for the sake of profit arising from a difference in prices in the two markets. With respect to the issuance of municipal bonds, arbitrage usually refers to the difference between the interest paid on the bonds issued and the interest earned by investing the bond proceeds in other securities.

ASSESSED VALUATION

A valuation set upon real estate or other property by a government as a basis for levying taxes.

ASSETS

Resources owned by the City which have monetary value.

ASSIGNED FUND BALANCE

Fund balance amounts that are self-imposed by the City to be used for particular purpose. Fund balance can be assigned by the City Council or the City Manager, pursuant to the City's fund balance policy.

BALANCED BUDGET

A budgeting term used to signify budgeted expenditures are offset by budgeted revenues. In some instances reserves set aside for a specific use could be included to offset budgeted expenditures; i.e. election equipment reserves set aside in previous fiscal years to replace outdated equipment in a future fiscal year.

BASIS OF ACCOUNTING

A term used to refer to when revenues, expenditures, expenses, and transfers-and the related assets and liabilities-are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

BOND

A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

BUDGET

A plan of financial operation embodying an estimate of proposed expenditures for any given period and the proposed means of financing them.

BUDGET AMENDMENT

A term used to refer to a change to the budget after adoption. Additional revenue or fund balance/retained earnings appropriations to fund expenditures not included in the original adopted budget.

BUDGET CALENDAR

A time table with deadlines when particular tasks must be completed in order for council to approve the spending plan before the beginning of the next fiscal year.

BUDGET TRANSFER

A term used to refer to the reallocation of appropriated funds between revenue or expenditure accounts within a department.

CAPITAL EXPENDITURES

Expenditures resulting in the acquisition of or addition to fixed assets which are individually priced at more than \$5,000.

CAPITAL IMPROVEMENT PROGRAM (CIP)

A term used to refer to a group of related infrastructure improvements planned for the future. The program can be, either, a five or a ten year plan.

CAPITAL LEASE

An agreement that conveys the right to use property, plant or equipment, usually for a stated period of time, that meets one or more of the criteria set forth in SFAS No. 13 for lease capitalization.

CAPITAL PROJECTS FUND

A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

COMPETITIVE BIDDING

A process of issuing a public bid with the intent that companies will put together their best proposal and compete for a specific project. By law, this process is required for every government agency that issues a bid. Competitive bidding creates a transparent environment that is open and fair.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

A set of financial statements comprising the financial report of the municipality that complies with the accounting requirements promulgated by the Government Accounting Standards Board (GASB). The auditor's report is usually attached to the CAFR.

CONTINGENCY

A budgeted account set aside to meet unforeseen circumstances.

COST

The amount of money or other consideration exchanged for property or services. Costs may be incurred even before the money is paid; that is, as soon as liability is incurred. Ultimately, however, money or other consideration must be given in exchange.

CURRENT ASSETS

Those assets that can be easily converted to cash within the current year.

CURRENT LIABILITIES

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded within one year.

DEBT SERVICE

Annual payments of interest and principle that the City owes on money that it has borrowed.

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 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.

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.

DEPARTMENT

An organizational unit of the City which is responsible for overall management of a group of related major governmental functions, such as Public Works.

DEPRECIATION

Gradual conversion of the cost of a tangible fixed or capital asset as an operational cost over the projected useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

EFFECTIVE TAX RATE

When compared to the same property, the tax rate which produces the same effect in terms of the total amount of taxes compared to the prior year.

ENCUMBRANCES

Budget authority that is set aside to pay for expenditures that have been committed either by authorization of a purchase order or by a contract.

ENTERPRISE FUND

A fund established to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

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.

EXPENSES

Reduction in net financial resources which represents the operational cost of doing business.

FISCAL YEAR

A 12-month period to which the annual operating budget applies and at the end of which a

government determines its financial position and the results of its operations. The City's fiscal year is October thru September.

FIXED ASSETS

The least liquid of assets such as land, buildings, equipment, and other improvements.

FORCES AT WORK (FAW)

A budget term used to describe supplemental department expenditures as a result of federal and/or state unfunded mandates or local governmental laws or actions or market impacts.

FRANCHISE

A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FULL TIME EQUIVALENT (FTE)

The number of hours per year that a full time employee is expected to work. Two workers who each work half that number of hours together equal one full time equivalent. The hours of a number of part timers or temporary workers can be added up to see how many full time positions they are equivalent to.

FUND

A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE

The difference between fund assets and fund liabilities of governmental funds.

GENERAL FUND (GF)

The fund used to account for all financial resources, except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS

Bonds for the payment of which the full faith and credit of the issuing government is pledged. In issuing its general obligation bonds, the City of Friendswood pledges to levy whatever property tax is needed to repay the bonds for a particular year. Bonds cannot be issued without voter approval and are usually issued with maturities of between 15 and 30 years.

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 ACCOUNTING STANDARDS BOARD (GASB)

An independent, non-profit agency responsible for the promulgation of accounting and financial reporting procedures for governmental entities.

GOVERNMENTAL FUND TYPES

Those funds through which most governmental functions are typically financed. The acquisition, use and financial resources and the related current liabilities are accounted for

through governmental funds (General, Special Revenue, Debt Service and Capital Projects Funds).

GRANTS

A payment of money from one governmental unit to another or from a government to a not-for-profit. Grants are often earmarked for a specific purpose or program.

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.

LIQUIDITY

Usually refers to the ability to convert assets (such as investments) into cash.

LONG-TERM DEBT

Debt with a maturity of more than one year after the date of issuance.

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.

MAJOR FUND

A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10% of corresponding totals for all governmental or enterprise funds and at least 5% of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

MATURITY

The date upon which the principal of municipal bond becomes due and payable to the bondholder.

MODIFIED ACCRUAL BASIS

The basis of accounting in which revenues are recognized and recorded in the accounts when they are measurable, available and collectible in the fiscal year. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

NON-SPENDABLE FUND BALANCE

Fund balance amounts that cannot be spent because they are either not in spendable form, or for legal or contractual reason, must be kept intact. This classification includes prepaid items, notes receivable and the fund balance of the City's permanent fund.

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).

OPERATING BUDGET

That portion of a budget that pertains to daily operations which provides basic governmental services within a set period of time. The operating budget contains appropriations for such expenditures as personnel, commodities and contractual services

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.

PERFORMANCE MEASURES

Specific quantitative measures of work performed within an activity or program. They may also measure results obtained through an activity or program.

PERMANENT FUND

A governmental fund type used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the City's programs. The 1776 Park Fund is considered a permanent fund.

PROPERTY TAX

Ad Valorem taxes levied on both real and personal property, according to the assessed valuation and the tax rate.

PROPRIETARY FUND TYPES

A governmental accounting fund having profit and loss aspects; therefore, it uses the accrual rather than the modified accrual accounting method. The two types of proprietary funds are the Enterprise Fund and the Internal Service Fund.

PURCHASE ORDER

A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

REFUNDING BONDS

Bonds issued to retire bonds already outstanding.

RESTRICTED FUND BALANCE

Fund balance amounts that are constrained for specific purposes which are imposed by providers, such as creditors or amounts restricted due to constitutional provision or enabling legislation. This classification includes retirement of long-term debt, construction programs, City ordinances, and other federal and state grants.

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.

REVENUE BONDS

Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

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.

UNASSIGNED FUND BALANCE

Includes the residual positive fund balance within the general fund which has not been classified as either non-spendable, restricted, committed or assigned. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

VEHICLE REPLACEMENT PLAN (VRP)

A term used to refer to a plan of vehicle fleet replacements over the next ten years.

WORKING CAPITAL

The difference between current assets and current liabilities of enterprise funds.

Abbreviations and Acronyms

A

AED: Automated External Defibrillator
AICPA: American Institute of Certified Public Accountants
ASO: Administrative Services Office

B

BA: Budget Amendment
BPI: Bond Project Impact
BT: Budget Transfer

C

CAFR: Comprehensive Annual Financial Report
CCISD: Clear Creek Independent School District
CDD: Community Development Department
CEDC: Community and Economic Development Committee
CFS: Calls for Services
CID: Criminal Investigation Division
CIP: Capital Improvement Plan
CMO: City Manager's Office
CS: Community Services
CSO: City Secretary's Office
CCP: Code of Criminal Procedure

D

DARE: Drug Abuse Resistance Education
DOT: Department of Transportation
DRC: Development Review Committee

E

EDA: Economic Development Administration
EEO: Equal Employment Opportunity
EMPG: Emergency Management Performance Grant
EMS: Emergency Medical Service
ERP: Enterprise Resource Plan
ETR: Effective Tax Rate

F

FAA: Friendswood Animal Alliance
FEMA: Federal Emergency Management Agency
FISD: Friendswood Independent School District
FMO: Fire Marshal's Office
FOIA: Freedom of Information Act
FSU: Field Service Unit
FTE: Full Time Equivalent
FVFD: Friendswood Volunteer Fire Department
FY: Fiscal Year

G

GAAP: Generally Accepted Accounting Principles
GASB: Governmental Accounting Standards Board
GCCDD: Galveston County Consolidated Drainage District
GF: General Fund
GFOA: Governmental Finance Officers Association
GIS: Geographic Information System
GO: General Obligation
GLO: General Land Office
GPM: Gallons per Minute
GTOT: Government Treasurers Organization of TX

H

HIDTA: High Intensity Drug Trafficking Area Program
HVAC: Heating, Ventilation, and Air Conditioning System

I

I&I: Interest Infiltration and Inflow
I&S: Interest and Sinking (tax rate used for debt retirement)
IRS: Internal Revenue Service

K

KFB: Keep Friendswood Beautiful

L

LEOSE: Law Enforcement Officer Standards and Education

M

M&CC: Mayor and City Council
M&O: Maintenance and Operations (tax rate used for general operations)
MCI: Municipal Cost Index
MYFP: Multi Year Financial Plan

P

PD: Police Department
PEG: Public Education Governmental
PIF: Police Investigation Fund
PSB: Public Safety Building
PW: Public Works

S

SAN: Storage Area Network
SECO: State Energy Conservation Office
SETCIC: Southwest Texas Crime Information Center

T

TAGO: Texas Attorney General's Office
TDRA: Texas Disaster Recovery Assistance
TDSHS: Texas Dept of State Health Services
TMRS: Texas Municipal Retirement System

V

VOCA: Victims of Crimes Act
VRF: Vehicle Replacement Fund
VRP: Vehicle Replacement Plan

W

W&S: Water and Sewer
W/S: Water and Sewer

Y

YTD: Year to date

Z

ZZB: Zero Based Budgeting (revenues & expenses net to zero)

Adopted Budget and Tax Rate Ordinances

(Title: An ordinance adopting the City of Friendswood, Texas, General Budget for the Fiscal Year 2019/2020.)

ORDINANCE NO. 2019-38

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF FRIENDSWOOD, TEXAS, GENERAL BUDGET FOR THE FISCAL YEAR 2019/2020; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH FISCAL YEAR AS REFLECTED IN SAID BUDGET, AND MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT.

* * * * *

WHEREAS, on July 31, 2019, the City Manager presented to the City Council a proposed Budget of the expenditures of the City of Friendswood for the fiscal year 2019/2020, a summary copy of which is attached hereto as Exhibit “A” and is made a part hereof; and

WHEREAS, pursuant to notice as required by law, a public hearing on such Budget was held in the Council Chambers in the City Hall, at which hearing all citizens and taxpayers of the City had the right to be present and to be heard and those who requested to be heard were heard; and

WHEREAS, the City Council has considered the proposed budget and has made such changes therein as in the City Council’s judgment were warranted by law and were in the best interests of the citizens and taxpayers of the City; and

WHEREAS, a copy of the Budget has been filed with the City Secretary and the City Council desires to adopt the same; and

WHEREAS, in accordance with Section 8.03 (a) of the City Charter, the City Council has reviewed estimates of revenue to be derived by the City during the 2019/2020 fiscal year,

and has determined that the proposed budgeted expenditures will not exceed total estimated income; now, therefore,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. In accordance with Section 8.03 (e) of the City Charter, the City Council hereby approves and adopts the Budget described above, the same being on file with the City Secretary. The City Secretary is hereby directed to place on said budget and to sign an endorsement reading as follows: “The Original General Budget of the City of Friendswood, Texas, for the fiscal year 2019/2020,” 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 2019/2020, 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, 10/01/2019	\$52,670,334
Total Revenues	<u>\$51,853,635</u>
Total Resources Available for Appropriation	\$104,523,969
Total Expenditures and Other Financing Uses	<u>\$79,285,643</u>
Ending Fund Balance, 9/30/2020	<u>\$25,238,326</u>

PASSED, APPROVED, AND ADOPTED BY A RECORD VOTE OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, ON THE FIRST AND FINAL READING THIS 7th DAY OF OCTOBER, 2019.



 Mike Foreman
 Mayor

ATTEST:



 Melinda Welsh, TRMC
 City Secretary



RECORD VOTE:

COUNCIL MEMBER: VOTED FOR VOTED AGAINST

MIKE FOREMAN, MAYOR X _____

STEVE ROCKEY X _____

SALLY BRANSON X _____

TRISH HANKS X _____

ROBERT J. GRIFFON X _____

JOHN H. SCOTT _____ X

BRENT ERENWERT X _____

**CITY OF FRIENDSWOOD
PROPOSED BUDGET SUMMARY
FISCAL YEAR 2019-2020**

	19-20 PROPOSED BUDGET
REVENUES	
Taxes	30,294,951
Charges for Services	16,505,919
Permits and Licenses	857,216
Fines	837,580
Intergovernmental Revenues	583,200
Interest	964,300
Vehicle Lease Reimbursements	691,400
Miscellaneous Receipts	<u>995,315</u>
TOTAL REVENUES	51,729,881
Fund Balance (Used) or Carried Forward	
General Fund	(475,549)
Police Investigation Fund	4,720
Municipal Court Building Security/Technology Fund	(807)
Sidewalk Installation Fund	420
Park Land Dedication Fund	(75,734)
Streets Improvement Fund	(2,533,501)
Fwd Downtown Economic Development Improvements Fund	(1,021,651)
Tax Debt Service Fund	37,630
2015//2016/2017 GO Bond Funds	(893,641)
1776 Part Trust Fund	370
Water & Sewer Operations Fund	(3,617,863)
2016 Water & Sewer Bond Construction Fund	(2,848,099)
2018 Water & Sewer Bond Construction Fund	(16,152,310)
Water Impact Fees	14,080
Sewer Impact Fees	2,220
Water and Sewer Revenue Debt Service	27,130
Vehicle Replacement Plan Fund	<u>109,350</u>
	(27,423,235)
Total Resources Available	<u>24,306,646</u>
EXPENDITURES	
General Government	7,263,378
Public Safety	14,241,725
Community Development	1,203,202
Public Works	14,545,040
Engineering	767,576
Parks & Recreation	3,874,936
Library	1,227,242
Vehicle Replacement Fund	589,000
Capital Improvements	27,055,666
Debt Service	<u>8,385,351</u>
TOTAL EXPENDITURES	79,153,116
REVENUES OVER (UNDER) EXPENDITURES	(54,846,470)
BEGINNING FUND BALANCE	<u>52,670,334</u>
ENDING FUND BALANCE	<u><u>25,247,099</u></u>

(Title: An ordinance providing for the levy and collection of ad valorem taxes of the City of Friendswood, Texas, for the year tax year commencing October 1, 2019 and ending September 30, 2020.)

ORDINANCE NO. 2019-39

AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF FRIENDSWOOD, TEXAS, FOR THE TAX YEAR COMMENCING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; 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 \$0.089279 for debt service and a tax rate of \$0.43216 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 7th day of October, 2019, said City Council has approved separately the tax rate heretofore specified for each of said components; and

WHEREAS, all notices and hearings required by law as a prerequisite to the passage, approval, and adoption of this Ordinance have been timely and properly given and held; now, therefore

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. The facts and matters set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

Section 2. There is hereby levied, for the tax year commencing October 1, 2019 and ending September 30, 2020, to fund the City's fiscal year 2019-2020 municipal budget, an ad valorem tax at the total rate of \$0.521439 on each One Hundred Dollars (\$100) of assessed valuation on all property, real, personal, and mixed, within the corporate limits of the City, upon which an ad valorem tax is authorized by law to be levied by the City of Friendswood, Texas. All such taxes shall be assessed and collected in current money of the United States of America.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.0571 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$10.95.

Section 3. Of the total tax levied in Section 2 hereof, \$0.43216 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2019-2020.

Section 4. Of the total tax levied in Section 2 hereof, \$0.089279 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 2019-2020.

Section 5. All ad valorem taxes levied hereby, in the total amount of \$0.521439 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, 2020. 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.

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