



City of Friendswood, Texas
2008-2009
Adopted Budget



Adopted Annual Budget
CITY OF FRIENDSWOOD, TX

Fiscal Year
October 1, 2008 - September 30, 2009

Mayor

David J. H. Smith

Mayor Pro-Tem

Andy Rivera

Council Members

Michael E. Barker.....	Position 1
Jim Barr	Position 2
Jim Hill	Position 3
Leslie Reid.....	Position 4
Bill Holbert	Position 5

Budget Team

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

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

This budget will raise more total property taxes than last year's budget by \$694,211 or 5%, and of that amount \$289,850 is tax revenue to be raised from new property added to the roll this year.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Friendswood
Texas**

For the Fiscal Year Beginning

October 1, 2007

Oliver S. Cox

President

Jeffrey R. Brown

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Friendswood Texas** for its annual budget for the fiscal beginning **October 1, 2007**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

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CITY OF FRIENDSWOOD

September 22, 2008

Honorable Mayor and City Council:

Submitted herewith is the approved budget for the fiscal year 2008-09. Attached is a schedule of the changes to the proposed budget document that was submitted to you on August 1, 2008.

The most significant change from the proposed budget is a reduction in personnel expenditures. Approximately, \$89,518 will be saved from administrative vacancies in the City Manager's Office, Administrative Services and the Community Development Department. The positions' responsibilities are currently being covered by staff performing on an interim basis. An additional budget savings of \$83,924 will be achieved by a proposed Peace Officer position being filled in January 2009 without purchasing a new vehicle, vehicle supplies and equipment. Filling the position at 75% of the fiscal year will not negatively impact the current service levels of the Police Department.

Other changes from the proposed budget include additional revenue anticipated from an insurance equity return of \$16,963 from the Texas Municipal League-Intergovernmental Risk Pool and alarm permit fees of \$30,000.

As a result of these changes, 9 of the previously unfunded decision package items and contracted services for grant writing are included in the adopted budget. As you are aware, the revenues included in the budget are best estimates at this time. However, if unanticipated revenue sources become available during the fiscal year, your authorization to appropriate the funds will allow additional decision package items to be funded through budget amendment after budget adoption.

Another change from the proposed budget is in the Fire/EMS Donation Fund. The estimated ending fund balance of the Fire/EMS Donation Fund at year end 2008 is \$36,988. In the proposed budget, payments from the City to the Friendswood Volunteer Fire Department (FVFD) for Fire and EMS services was inadvertently omitted, resulting in an overstatement of the Fire/EMS fund balance of approximately \$105,765. The adopted budget document reflects these payments that will be used by the FVFD for equipment purchases and operational expenses. As a result, the fund balance of the Fire/EMS Donation Fund at year end 2009 is estimated to remain at \$36,988.

Also included in this document is the completed Capital Improvements Program section. This section of the budget includes a summary of the CIP plan, in draft format, from the proposed CIP document which will be formally presented to City Council for approval in the near future.

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

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

Respectfully,

Roger C. Roecker, Interim City Manager

Changes to the FY09 Proposed Budget

Additional Revenue:

Alarm Permit Fees	\$30,000
Texas Municipal League Insurance Equity Return	16,963
Total	\$46,963

Changes to Expenditures:

PD Patrol: Full Time Police Officer (25% salary and benefits savings - no new car)	(\$83,924)
Administrative Personnel Vacancies	(89,518)
ASO Risk Mgt.: AED Equipment Maintenance	\$4,650
PD Animal Control: Increase Animal Control Personnel (0.5 to 1 FTE) + Truck	46,691
CS Parks Ops: Baker Road Soccer Field Improvements	30,000
CS Parks Ops: Baker Road Soccer Field Ongoing Maintenance	20,000
CMO Admin.: Audio Visual Equipment for City Council Chamber	10,000
CSO Election Services: Additional Election Expenditures	15,000
FVFD: Lifepack12 Digital Radio Modems (5 units)	4,500
PW Streets: Concrete Pumping Machine	10,000
ASO Finance: Harris County Appraisal District Fee	21,500
M & CC: Grant Writing Services (11 Months of \$65,000 Contract Effective 9/01/2008)	59,583
Total Additional Funded Decision Packages	\$48,482

Debt Service Fund Expenditure Reduction:

Street Sweeper will not be purchased in FY 2008-09	\$46,195
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Park Dedication Fund Expenditure Reduction:

Automatic Lighting of Sports Fields (Centennial Park) - Council approved funding in FY08	\$6,500
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Fire/EMS Donation Fund Expenditure Increase:

Payments to FVFD of donations given for Fire and EMS services	\$105,765
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CITY OF FRIENDSWOOD

July 31, 2008

Honorable Mayor and City Council:

We hereby submit the proposed budget for FY08-09 in accordance with City Charter requirements.

While the method for developing this budget has been similar to previous years, my role in its development has changed. The time demands of my role as Interim City Manager have removed me from my normal role of steering the budget process. As a result, Cindy Edge, Deputy Director of Administrative Services has taken the lead in serving the department as director in my "absence," as well as guiding the budget development.

We are delivering this document to you with a presentation to follow that will summarize the budget's key benefits and drivers. The presentation is intended to provide an operational overview and provide recommended action plans and options. Additionally, the budget overview presentation and proposed operating budget is consistent with the City Charter directing the City Manager to:

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

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

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

Mayor and Council are provided options in the form of operational and strategic decision packages based on a recommended funding level not exceeding 3% over the effective O&M tax rate to balance expenses with revenues. As they wish, Mayor and Council can add or remove decision package items, provided a balanced budget results.

Additional operating revenues are projected to total \$1,114,002, or 3.8%, over the current year budget. This results in more operating/ongoing revenues. Of these additional revenues, the typical homeowner with a homestead exemption will contribute additional ad valorem revenues of \$468,566, or 42% of the total additional funds. Of this increase, \$289,850 or 62% is attributable to new construction (commercial and residential). \$177,716 or 38% is coming from a proposed increase of 3% over the effective tax rate. Additional detail to this resource and the others that comprise the balance of the growth in revenue are detailed further in this letter.

As in prior years, the budget document includes the development of performance measures. Our goal in doing so is to continue to provide better information and exhibit how well the needs of our citizens and customers are being met. Because of the additional effort and other improvements to the budget, the City is honored to have received its fifth consecutive Government Finance Officers Association Distinguished Budget Presentation Award for the FY07-08 document.

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

A second benefit of this decision was the impact on the City's bond rating. The City's bond rating from Standard & Poor's was upgraded from A to A+ for our last general obligation (G.O.) bond issue in 2005. Moody's maintained its A1 rating for this bond issue. This was the second of three G.O. bond issues that were approved by the citizens in 2003. The third and final bond issue is pending issuance until specific project assignment has been determined.

Friendswood's population continues to grow and is currently estimated to be 35,500. Growth is expected to accelerate somewhat this year with the continued development of several new subdivisions (West Ranch, in particular). The effect of this growth will be continued increasing demands on City services. Identifying new revenue streams, especially in the General Fund, will become increasingly important, if not inevitable.

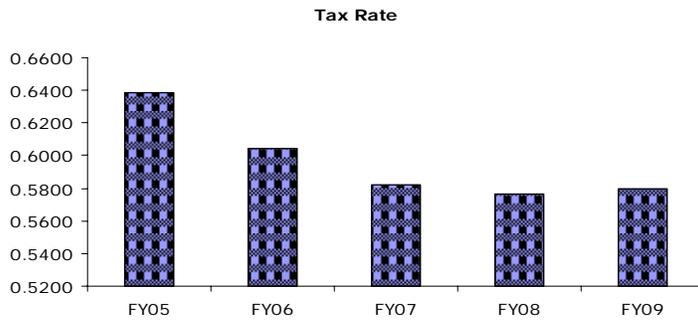
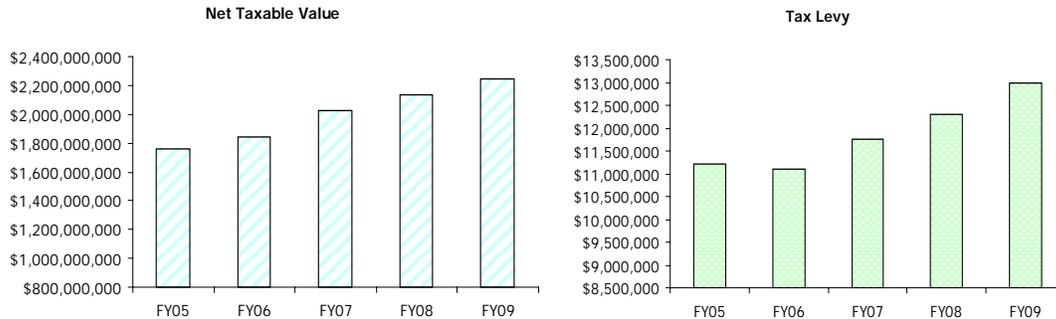
Key Budget Objectives

- Deliver existing public services at the service level mandated by City Council
- Protect and promote the city's human infrastructure in the delivery of City services with adequate pay and compensation for merit performance and professionalism
- Address infrastructure issues associated primarily with drainage and capital improvements that are needed to protect and improve quality of life and attract economic development that has the potential to diversify the tax base
- Maximize alternative revenue streams to supplement property tax revenue

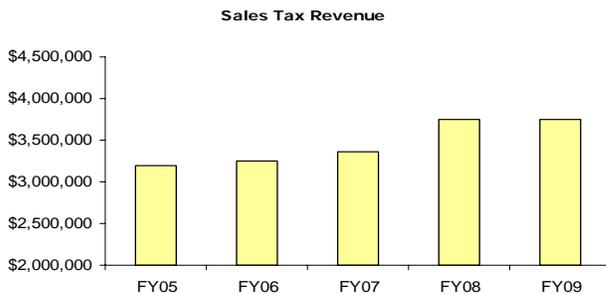
- Keeping the cost for the delivery of public services as competitive, effective and efficient as possible

General Fund

The City's largest single source of revenue continues to be property taxes. The proposed budget includes staff's projection of the estimated effective tax rate plus 3 percent, \$.5797. This rate consists of a maintenance and operations (M&O) tax rate of \$.5097 and an I&S (debt service) tax rate of \$.0700. Galveston Central Appraisal District's preliminary property values totaling \$2,242,178,295 (and \$57,491,751 under review) were used in building our 2008-09 revenue estimates. Certified values from Galveston County Central Appraisal District have since been received, while certified values from Harris County Central Appraisal District are not expected until late August 2008. Upon receipt of certified numbers from Harris County, we will adjust our property tax revenue and report this to Council in an upcoming work session.



Year	Tax Rate
FY05	0.6385
FY06	0.6040
FY07	0.5821
FY08	0.5764
FY09	0.5797

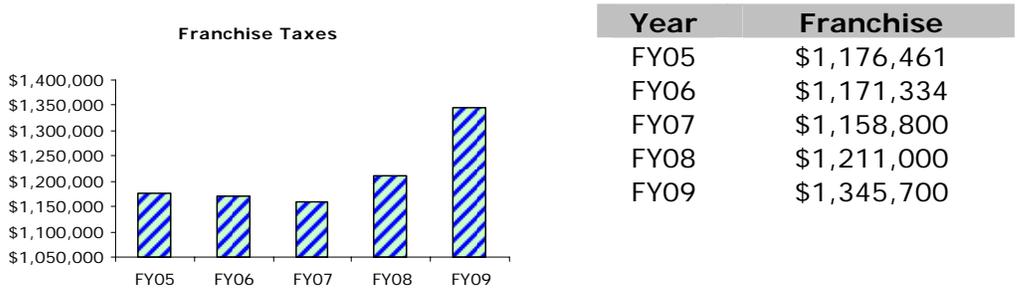


Year	Sales Tax
FY05	\$3,199,136
FY06	\$3,252,990
FY07	\$3,359,100
FY08	\$3,750,000
FY09	\$3,750,000

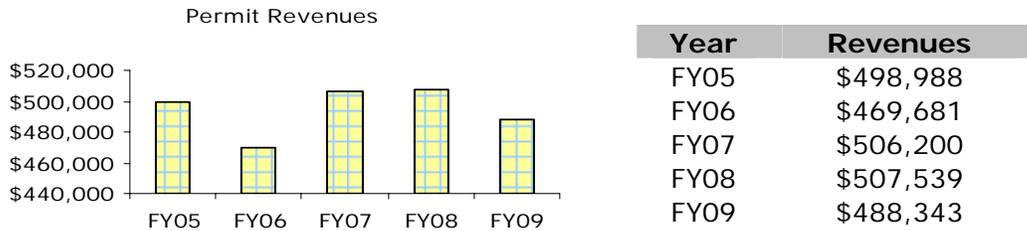
The second largest source of revenue in the General Fund is Sales Tax. We are anticipating no change in this revenue stream from the 2007-08 budget of \$3,750,000. Our reasoning for this conservative projection is the acknowledgment that sales tax volatility has caused many cities tremendous budget difficulties.

Historically, the sales tax revenue has grown annually, but based on projections for 2007-08 we are not increasing the proposed budget for sales tax revenue.

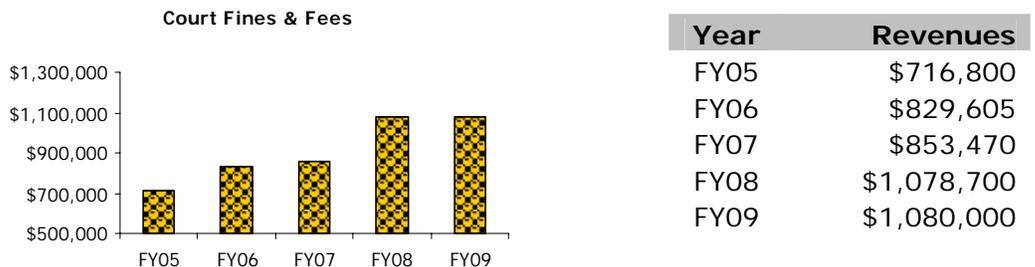
Franchise Fee and Right-of-Way Access revenue is estimated to increase by approximately \$134,700 from FY08. This 11.1% increase over last year's budget is attributed to increased cable franchisee and municipal right of way access fees, as well as population growth.



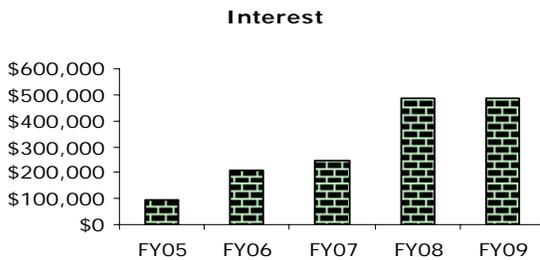
Revenue from Building Licenses, Permits and Plan Check Fees is predominantly based on residential building permits. With the decline in new home starts, we are conservatively estimating 2008-09 revenue to be \$488,343 (\$19,196 less than last year's budget).



Municipal Court fines and fees are another major source of general fund revenue. For the first time in more than 6 years, the number of citations processed by the Court has decreased by 11.2% from 15,000 in 2005-06 to 13,272 in 2007-08. With increased police presence in 2007-08, this trend is not expected to continue. Therefore, 2008-09 court revenues are projected at \$1,080,000, approximately \$1,300 less than last year's budget. The FY09 Proposed Budget also includes the Court Technology/Court Security Fund which contains revenue derived from the court security and court technology fees. These funds can only be used for specific projects related to court security and technology. Three decision packages that meet this requirement have been included in this year's budget. They are Court Warrant Officer support from off-duty police staff, Interactive Voice Response System (IVRS) equipment and visual aid equipment for the courtroom lobby.



Interest income is the last significant general fund revenue source. Rising interest rates experienced in 2007-08 appear to be approaching their peak. Historic lows experienced in the past are not expected for the upcoming year. Because of this trend, we have cautiously projected interest revenue of \$484,045 to be constant from 2007-08 to 2008-09.



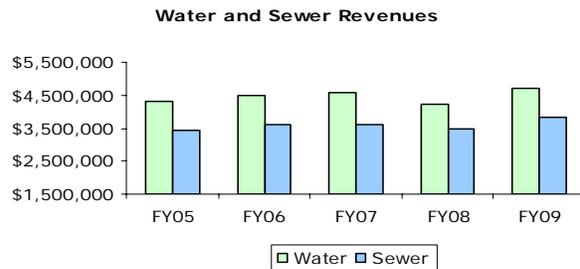
Year	Revenues
FY05	\$97,070
FY06	\$209,900
FY07	\$249,072
FY08	\$483,871
FY09	\$484,045

Water and Sewer Fund

Although 2007-08 has not been as “wet” a year as 2006 - 2007, water consumption remains lower than normal for Southeast Texas. We currently expect to meet our budget projections for 2007-08. The revenues for 2008-09 are based on water consumption consistent with trend history.

In previous years, we alerted Council of the upcoming need to adjust the water and sewer rates. The proposed revenue estimates in this budget include water and sewer rate adjustments. The rates and rate structure will be reviewed with Council in detail. The 2008-09 estimated water revenues are \$4,711,712. This is a \$473,543 (11.0%) increase from the current year budget of \$4,238,169. Sewer revenue is budgeted at \$3,832,042, a 10.0% increase from the FY08 budget. These are the first proposed increases in water rates since 2002 and since 2006 for sewer. In addition to increasing water and sewer operating costs, the primary reasons for the adjustments are debt service from the 2006 water and sewer revenue bond issue and the water and sewer bond issue proposed for later this year.

Year	Water	Sewer
FY05	\$4,324,850	\$3,417,741
FY06	\$4,472,190	\$3,594,973
FY07	\$4,586,000	\$3,611,500
FY08	\$4,238,169	\$3,461,956
FY09	\$4,711,712	\$3,832,042



Expenditures

The proposed budget continues to emphasize the importance of meeting the demands of growth while maintaining the City’s quality of life. Our responsibility, as directed by City Council’s Vision Statement, is to provide a safe place for people to “live, work, play and worship.” The City’s infrastructure is the key to its continued progress. By infrastructure, we not only refer to the physical streets, drainage, parks, facilities, and water and sewer improvements, we also focus on the City’s human infrastructure – its employees. In addition to the existing work programs, the following items are incorporated in the proposed budget.

The City is a service organization, and as such, the City's service providers, or Personnel, are the most important part of the City's infrastructure. To address the need to preserve and protect this "Human Infrastructure," a compensation and classification study was completed in FY08. The compensation and classification study and subsequent pay plan adjustment provides internal equity among the employees and keeps our city competitive with other municipalities.

To maintain and solidify our new pay plan structure, the FY09 proposed budget includes 3% annual merit funding of \$168,172 in the General Fund and \$21,535 in the Water and Sewer Fund. No Cost Of Living Adjustments (COLA) or "across the board" pay increases are included.

This budget proposes four full-time positions and increases one part-time position to a full-time position. You will see that Staff has emphasized the City's physical infrastructure, namely, drainage and water and sewer operations, and public safety in its decision package prioritization. Two full-time Public Works positions, one full-time Police position and one full-time Community Development position are included in the proposed budget. The full-time Police position is included in the budget to maintain the 1.5 officers per 1,000 population staffing level. The budget also includes transition of a part-time Animal Control Officer to a full-time position. The amounts below include salaries, benefits and any additional equipment required for the new employees.

- 1 – Drainage Equipment Operator - \$43,745
- 1 - Peace Officer (75%), including personnel supplies and equipment - \$65,016
- 1 – Water Operations Maintenance Worker - \$41,200
- 1 – Storm Water Mgmt./FISD Bond Projects Support Coordinator - \$99,442
- Increase Animal Control Officer from 0.5 to 1 FTE, including vehicle and equipment - \$46,691
- Salary adjustments for Municipal Court judges and prosecutors - \$5,000
- Minimum wage increases for Stevenson Park Pool seasonal employees - \$11,200
- Minimum wage increases for Summer Day Camp seasonal employees - \$4,095
- Overtime wage adjustments for Police and Fire Marshal departments - \$28,000
- Overtime for off-duty Police staff to support the Court Warrant Officer - \$49,099
- Savings from administrative personnel vacancies – (\$89,518)

Street improvements have again received a high level of importance in this year's budget. However, competing demands for FY09 resources have resulted in a decrease in the proposed budget for concrete and asphalt street repairs and sidewalk improvements from \$800,000 to \$700,000. The City completed a Street Pavement Master Plan during the last fiscal year. The Plan included an evaluation of street conditions and all future projects were prioritized. These projects will be reflected in the City's capital improvement plan.

Parks are a distinguishable characteristic of Friendswood. The FY09 Proposed Budget includes funds to maintain the City's parks and other Community Services programs, including:

- Phase 3 of the fully accessible playground at Stevenson Park - \$31,250
- Multi-purpose field lighting @ Centennial Park - \$155,500
- Expansion of the Summer Day Camp program (with associated fee increase) - \$7,800
- Telephone system upgrade for City Hall, Library, Public Works and Activities Building – (Capital Lease with a 3 year amortization) - \$30,111
- Public Safety Building utilities & facility and equipment maintenance - \$48,300
- Fire Station #4 utilities, facility and equipment maintenance - \$19,300

- Automatic doors for the Activities Building - \$2,650
- Reception area enclosure for the Activities Building - \$2,250
- Expansion of the Senior program services - \$5,000
- A/C unit replacement (City Hall) - \$20,000
- Baker Road soccer field improvements - \$30,000
- Baker Road soccer field on-going maintenance - \$20,000

The proposed budget also includes several items budgeted in the Administrative Services Department. Several of these items will be utilized by other departments throughout the City.

- Cellular air time connection for Police mobile data terminals to OSSI - \$15,600
- OSSI software maintenance increase - \$8,946
- Data circuit for Police department connection to OSSI software - \$12,000
- Library reference printing software (Print Quest) annual support - \$400
- Library imaging system annual support - \$2,500
- Laserfiche software annual support (City Secretary) - \$4,039
- Galveston Central Appraisal District fee increase - \$30,379
- Annual external audit services fee increase - \$4,000
- Interactive Voice Response System (Municipal Court) - \$48,000
- Visual aid equipment (Municipal Court) - \$27,461
- Computer system Storage Area Network replacement - \$45,000
- Harris County Appraisal District fee increase - \$21,500
- AED equipment maintenance - \$4,650

The budget also proposes the following items for the Police Department:

- Radio communication T-1 line - \$3,600
- Voice recorder maintenance - \$5,682
- Radio console maintenance - \$2,400
- DEA Analyst - \$5,500
- Crime Victim Liaison (portion not funded by grant) - \$12,064
- FISD & CCISD school zone patrol increase (reimbursed by schools) - \$14,106

Other items proposed in the budget include:

- Records storage rental for the City Secretary's Office - \$3,240
- Postage increase for Administrative Services and City Manager's Office - \$2,000
- Dickinson Bayou watershed improvements (City's portion of the inter-local agreement) - \$13,945
- Gradall for Public Works - Drainage (Capital Lease with a 5 year amortization) - \$46,195
- Assistant Fire Marshal training, travel reimbursement, memberships - \$750
- Assistant Fire Marshal safety gear - \$2,400
- Assistant Fire Marshal radio equipment - \$8,000
- Audio visual equipment for City Council Chamber - \$10,000
- Additional election expenditures - \$15,000
- Concrete pumping machine - \$10,000
- Grant writing services (11 months) - \$59,583

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

- Postage for Utility Billing - \$8,667
- Water conservation plan - \$25,000
- Annual external audit services fee increase - \$3,000
- City of Houston raw water recovery fee increase - \$11,693
- Pick-up truck with vehicle supplies & equipment for Public Works - \$23,280
- Sewer rehabilitation program - \$300,000
- Eagle Lakes lift station upgrade - \$30,000

- GIS Enhancements for Utility System - \$15,000
- Credit card processing fee increase for Utility Billing - \$2,100

Budgets across all City departments have been greatly impacted with the cost of fuel reaching all-time highs. To help recognize this impact, the general fund has been increased by \$97,350. The water and sewer fund has also been increased, in the amount of \$28,257. This is a 47.65% increase from FY08. The Budget office will continue to monitor the price of fuel to ensure service delivery is not impacted during the upcoming year.

A second City-wide impact on our budget is the increased cost of electricity. We have included \$65,219 in General Fund to recognize the growth in the cost of this essential resource.

Another impact on the FY09 budget is a 12% increase in health insurance cost. The estimated cost of \$46,458 and \$5,162, have been included in the General Fund and the Water/Sewer Fund, respectively.

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

- All paid staff is under the supervision and authority of the FVFD.
- All equipment is under the maintenance and operation of the FVFD.
- All facilities (with the exception of major repair items) are under the maintenance and operation of the FVFD.
- All insurance coverage is the responsibility of the FVFD with incentives and disincentives depending on experience.
- Performance measures and reporting requirements for firefighting and ambulance responses are in place calling for specific response times, and manpower requirements for each response.
- Performance measures and reporting requirements for maintenance and operation of equipment are in place calling for specific maintenance guidelines.
- Performance measures and reporting requirements for training of manpower, both fire and EMS, are in place.
- The City covers the costs of providing these services.
- The City pays a fee of \$10 per run to the Equipment Replacement Fund (the same fund the voluntary donations from the City utility bill go to) to assist in the replacement of capital equipment. This fee is projected to be approximately \$26,200 for 2008-09.

In addition, the following items included in the FY09 Proposed Budget are requests from the FVFD.

- Contract increase for fuel cost - \$15,305
- Lifepack12 Digital Radio Modems - \$4,500
- The following debt payments are funded from Fire/EMS Donations. We have budgeted \$187,517 in revenue from this source for 2008-09.
 - Annual debt service for the 100' aerial platform truck - \$80,572.
 - Annual debt service for a new fire truck – approximately \$62,000.
- The following equipment purchases are funded by a combination of 2008-09 projected donations and FVFD resources.

- Replacement vehicle for Asst. Chief (unit 800) - \$40,000
- Replacement vehicle for Asst. Chief (unit 802) - \$40,000
- Medic car - \$31,000
- Boat #4 replacement - \$25,000
- Replacement vehicle (Squad 4) - \$40,000
- Ambulance rehab (#48) - \$50,000
- Replacement of 2 thermal imagers - \$11,000

Since establishing the **Vehicle Replacement Plan** in 1999, the City's fleet has been greatly improved and assists City Staff in performing efficiently. We are now entering the sixth year of our Vehicle Replacement Fund (VRF). This fund allows us to "finance" our vehicle purchases internally. The VRF purchases all City vehicles that cost less than \$50,000 and "leases" them to the City departments. These "lease" payments allow the VRF to purchase replacements for the departments' vehicles according to the Vehicle Replacement Plan schedule. The current plan calls for seven police patrol units, one fire marshal car, one community development truck and one public works truck to be replaced in 2008-09.

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

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

Fund Balance

The City has made tremendous progress in developing healthy financial reserves. As a result of conservative budgeting and responsible stewardship on the part of the staff and City Council, it is projected that the General Fund balance will approach \$10.8 million by the end of this fiscal year. According to the financial policies the "additional undesignated funds in excess of the 90-day emergency reserve will be allowed to accumulate in a fund designated for future General Fund capital improvements." Based on the budget for 2008-09, we expect to fully fund the emergency reserve amount of \$5.11 million with \$5.43 remaining for capital improvements.

Once again, the Water and Sewer and General Funds are each budgeted to operate independently, within their own financial means. As planned, in 2007-08, we utilized \$3.5 million of working capital to acquire additional capacity in the Southeast Water Purification Plant in lieu of issuing additional revenue debt. Water and Sewer Fund retained earnings is estimated to reach \$4.09 million at year-end 2007-08. The City's 90-day emergency reserve will be fully funded at \$2.21 million, with \$1.88 million available for future Water and Sewer capital improvements.

Conclusion

This is a challenging time for our City. Economic forces are placing a strain on our current resources. We are currently supporting our current service levels, but we have many short and long-term issues to address. Continued development of the Multi-Year Financial Plan will help us develop solutions to meet the long-term issues. As a staff, it is our goal to make our decisions and accomplish our goals by embracing our motto, "Friendswood on TRAQ", which is an acronym for the City staff's core values: **T**rust, **R**espect, **A**ccountability and **Q**uality.

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

Respectfully,



Roger C. Roecker
Interim City Manager

Guide to Use of the Budget

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

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

The **Summary Schedule** section includes summary schedules for FY07 actual; FY08 original budget; FY08 amended budget; year to date 6/30/08 actual expenditures; year-end estimate for FY08; and FY09 budget data. This section includes budgeted revenues and expenditures, designed to provide readers with a broad overview of the City's budget. Pie charts and a budget summary schedule lead off this section and depict all revenues by classification and expenditures by functions, including governmental and business related activities. Governmental activities include most of the City's basic services (general government, public safety, community development, public works and community services). Business-type activities include the City's water and sewer system. Included is an overview of revenues and expenditures by fund. Additional schedules presented in this section are estimated tax valuations, tax levy and tax rate, including graphs; sales tax revenue comparison; tax and revenue debt service summary schedules; governmental grants and service fees schedule; and inter-fund transfers schedule.

The **Fund Summary** schedule provides the revenues, expenditures and proposed ending fund balance for the City's six governmental funds as well as enterprise funds. Governmental funds include General Fund, Police Investigation Fund, Fire/EMS Donation Fund, Park Land Dedication Fund, Tax Debt Service Fund and General Obligation Bond Construction Funds. Enterprise funds include Water and Sewer Operation Fund, Water and Sewer CIP/Impact Fee Funds, and Water and Sewer Revenue Debt Service Fund. Additional funds are Vehicle Replacement Fund, 1776 Park Trust Fund, Playground Fund, and Court Technology/Security Fund. A description of each fund precedes the fund schedules and includes the basis of budgeting.

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

The next section is reserved for the **Capital Improvement Program**. Currently, the City's Capital Improvement Plan is being reviewed by the Community Development Department and City departmental Directors. The adopted budget document will include available information from the Capital Improvement Program for the upcoming budget year by fund and project as well as the detail by object account. In some instances, major maintenance and repair items will be included as projects.

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

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

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

Adopted by Resolution

Vision Statement

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

City of Friendswood Mission Statement

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

Guiding Principles

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

Council Philosophy

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

Strategic Goals

1. Communication

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

2. Economic Development

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

3. Preservation

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

4. Partnerships

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

5. Public Safety

- Build and expand external partnerships
- Ensure a safe environment

6. Organizational Development

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

Strategic Goal Matrix

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

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

Budget Calendar

April 2008	Review proposed budget calendar
May 3, 2008	Budget materials and instructions to department directors
May 2008	Review preliminary budget priorities
May 2008	Review compensation and benefits plan
May 2008	Departments develop Proposed Budget and submit to Finance
June 2008	Review of departmental budgets and rate structures Identify budget priorities
July 2008	Prepare Proposed Budget
July 31, 2008	Proposed Budget delivered to Council
August 4, 2008	Council work session Deliver effective and rollback rate notice to newspaper
August 6, 2008	Publication of effective and rollback tax rates
August 15, 2008	Post 72 hr. notice of meeting on 8/18 to discuss the tax rate
August 18, 2008	Council work session (take record vote to propose 2008 tax rate and schedule public hearings for 8/26 and 9/15)
August 19, 2008	Deliver notice of public hearings (8/26 and 9/15) to newspaper (Reporter to publish on 8/20); Post notice on the PEG Channel and City's website
August 20, 2008	Publication of Notice of Public Hearing on Tax Increase (1 st publication)
August 22, 2008	Post 72 hr. notice of 1 st public hearing (on 8/26)
August 26, 2008	1st public hearing on tax rate
September 12, 2008	Post 72 hr. notice of 2 nd public hearing (on 9/15)
September 12, 2008	Deliver Notice of Tax Revenue Increase (2 nd publication) to newspaper (Daily News to publish on 9/16); Post notice on the PEG Channel and City's website
September 15, 2008	2 nd public hearing on tax rate
September 16, 2008	Publication of Notice of Tax Revenue Increase (2 nd publication)
September 19, 2008	Post 72 hr. notice of meeting (9/22) to vote (budget, tax rate and tax increase)
September 22, 2008	First and final reading of ordinances for: Council adoption of Tax Rate and Tax Increase Council adoption of Fiscal Year 2008-09 Budget

Information on the City of Friendswood

Form of Government

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

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

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

Location

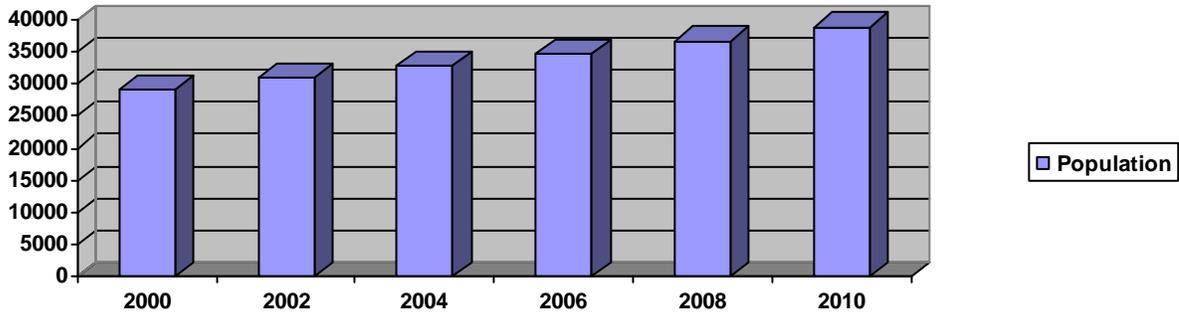
Friendswood is conveniently located between Houston and Galveston, just 20 miles southeast of downtown Houston in southern Harris and northern Galveston Counties. The city is in the middle of the Houston bio-corridor, including the world-renowned Texas Medical Center in Houston and the University of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

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

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

Demographics

The City's 2000 census was 29,037. As of June 2008, the population is estimated to be 35,500. Friendswood is known for its highly educated workforce with more than 48 percent of residents employed in executive, professional, and managerial positions. The average household income is estimated at \$117,000 – the highest for cities in Harris, Galveston, and Brazoria counties. Businesses and residents are drawn to Friendswood's extraordinary demographics, superior quality of life, and its luscious natural green environment.



City services are provided by a staff of 213.60 fulltime equivalent employees. The City's police protection is provided by 56 sworn officers. The City's fire protection is contracted with the Friendswood Volunteer Fire Department with a volunteer staff of 106 and 32 part-time paid staff working from four City-owned and equipped fire stations. The City's Public Works department maintains 155 miles of paved streets, 1.168 miles of unpaved streets, 94.5 miles of storm sewer and 165 miles of water and sewer mains with 35 employees. The City has eight parks, one swimming pool and four tennis courts on 189 acres. The Friendswood Public Library is a premier library in the area servicing an average of over 502 patrons per day with a circulation of 308,718 in 2007 and over 19,792 youth attended programs during 2007. The City is served by two school districts; Friendswood Independent School District and Clear Creek Independent School District.

Economic Outlook

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

Aerospace

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



Biotechnology

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



Chemical Products

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



Recreation and Tourism

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



Issues Impacting the City

Rising energy and healthcare costs have resulted in departmental budget increases of almost \$200,000. The spending trends in these areas will be closely monitored in 2009 to determine the need for future budgetary increases.

The City and nearby communities continue to deal with the recovery efforts from Hurricane Ike. Costs for preparation, security during and after the event, debris clean-up and other related expenses incurred by the City in fiscal year 2008 and are expected to be reimbursed by FEMA during fiscal year 2009. Also as a result of Hurricane Ike's devastation, the outcome of a general obligation bond issue, slated for the Galveston County November 2008 election, is uncertain. If the bond issue does not pass, several of the City's 2009 capital improvements projects will require alternative funding or will have to be postponed.

The country's economic downturn is affecting the City's investments in terms of securities, held by the City, being called as maturity dates occur. Keeping the City's investments diversified will help to offset significant drops in the securities market. Fortunately, the City of Friendswood has not been as affected as other parts of the country by the home foreclosure crisis; however, this is a trend that is of concern for the City because our largest revenue source is property tax based.

As a result of the issues currently impacting the City, alternative revenue sources must be sought. In an effort to address this initiative, the City has included contracted grant writing services in this year's budget to explore new income options.

Planning for the Future

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

Fiscal Year Fact Sheet

Net Assessed Property Valuation	\$2,242,178,295
Tax Rate per \$100 Valuation	\$0.5797
Square Miles	approx. 23
Population, Estimated as of 6/01/08	35,500

Staffing

	FY08	FY09
Full-time employees (FTE)	198.00	202.75
Part-time employees	15.60	14.60
Total employees	213.60	217.35

Number of Utility Customers as of 7/01/08

Water	11,622	11,871
Sewer	10,823	11,077

Utility Rates - (Billed Bi-monthly)

Monthly Water Rates

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

First 3,000 gallons per month	\$14.00
Above 3,000 gallons, per 1,000 gallons	\$ 2.75

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

First 3,000 gallons per month	\$ 9.50
Above 3,000 gallons, per 1,000 gallons	\$ 2.75

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

First 3,000 gallons per month	\$ 8.25
Above 3,000 gallons, per 1,000 gallons	\$ 2.75

Monthly Sewer Rates

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

First 3,000 gallons, based on 100% water consumption:	\$14.00
Above 3,000 gallons, based on 80% water consumption:	\$ 2.75

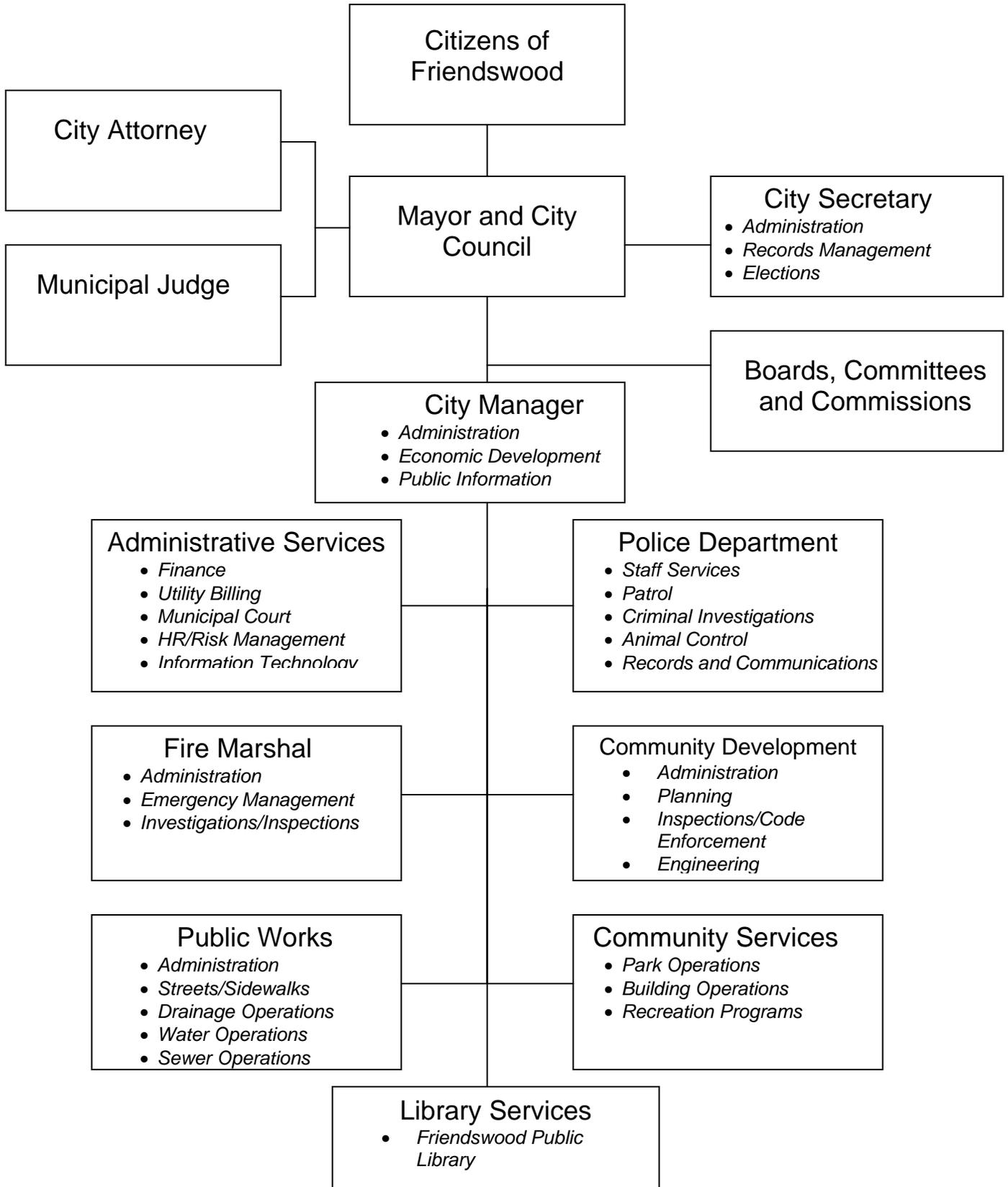
Trailers, apartments, condominiums, multi-family, multi-business, or commercial units, including, but not limited to, strip centers, professional office buildings and shopping centers:

First 3,000 gallons, based on 100% water consumption:	\$ 9.50
Above 3,000 gallons, based on 80% water consumption:	\$ 2.75

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

Monthly Sanitation Rate \$12.13 + tax (Includes curbside recycling fee)

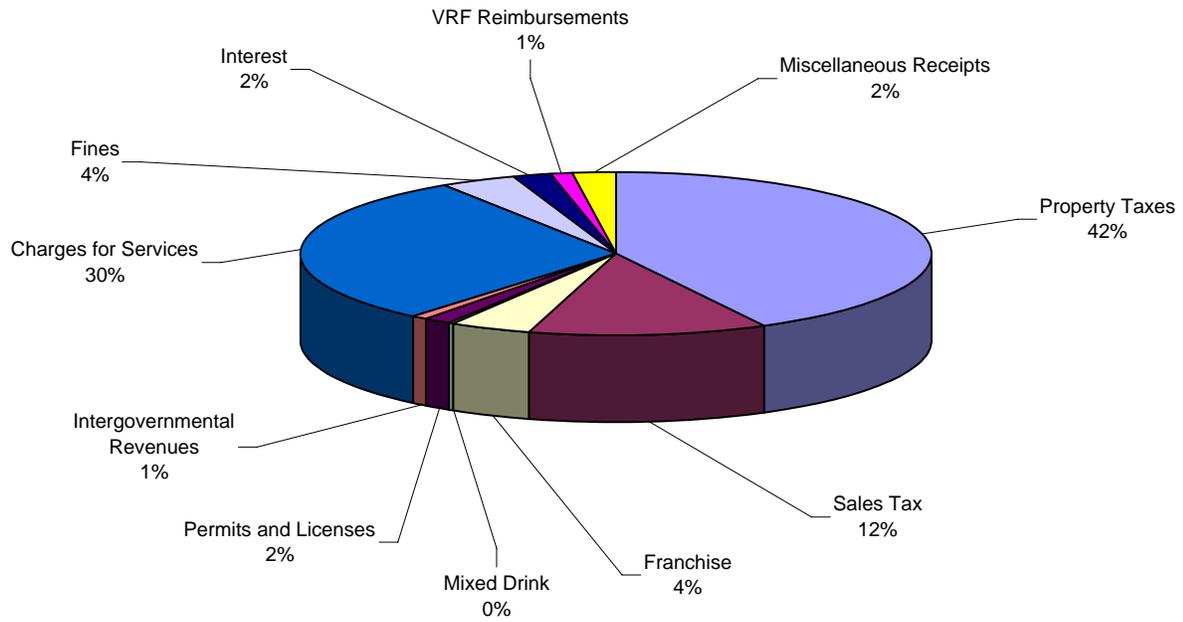
CITY OF FRIENDSWOOD



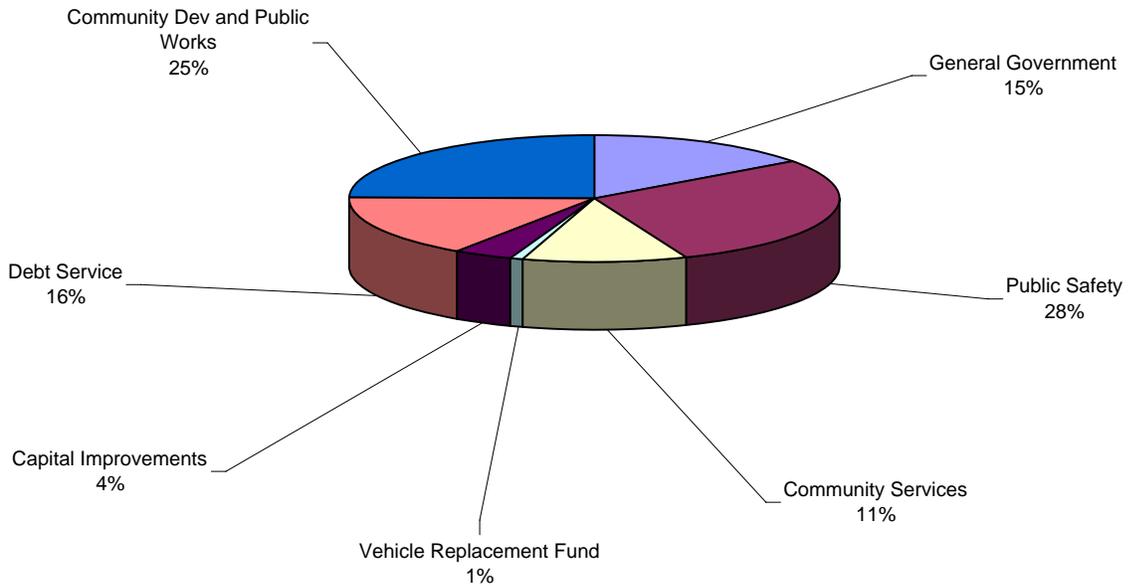


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**FY09 Budgeted Revenue
(all funds)**



**FY09 Budgeted Expenditures
(all funds)**



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
Taxes	\$16,961,817	\$17,277,697	\$17,277,697	\$15,475,064	\$17,368,098	\$18,115,774
Permits and Licenses	720,235	484,339	484,339	430,415	503,211	463,829
Intergovernmental Revenues	248,701	209,286	244,791	162,330	288,347	220,311
Charges for Services	7,819,502	8,583,555	8,583,555	5,343,675	8,257,843	9,167,482
Fines	1,274,870	1,184,699	1,184,699	908,391	1,166,094	1,182,300
Interest	2,296,174	709,054	709,054	979,999	1,195,425	665,056
VRF Reimbursements	309,861	317,051	317,051	237,488	317,051	317,051
Miscellaneous Receipts	1,782,058	550,052	553,297	651,363	772,336	676,297
Total Revenues	\$31,413,218	\$29,315,733	\$29,354,483	\$24,188,725	\$29,868,405	\$30,808,100
EXPENDITURES						
General Government	\$6,249,408	\$4,911,324	\$4,479,205	\$3,157,623	\$4,256,532	\$4,739,508
Public Safety	7,535,579	7,970,290	8,502,991	6,482,573	8,526,753	9,202,663
Community Development and Public Works	6,476,760	7,221,784	7,478,635	4,800,689	6,459,909	7,817,171
Community Services	2,991,892	3,081,877	3,249,204	2,429,112	3,386,323	3,411,319
Vehicle Replacement Fund	179,953	229,230	229,230	233,069	233,069	281,034
Capital Improvements	12,196,633	1,534,826	7,809,777	14,728,847	15,887,883	1,199,445
Debt Service	3,831,112	4,229,770	4,029,614	2,793,526	3,906,454	5,066,232
Total Expenditures	\$39,461,337	\$29,179,101	\$35,778,656	\$34,625,439	\$42,656,923	\$31,717,372

** Amended budget includes surface water purchase from the City of Houston and prior year encumbrances.

*** The net income reflects use of fund balance for operational expenditures in various funds.

Revenues and Expenditures by Fund

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
General Fund	\$19,636,452	\$18,266,442	\$18,305,192	\$16,094,180	\$18,615,173	\$19,213,045
Police Investigation Fund	19,700	150	150	12,669	12,861	34,010
Fire/EMS Donation Fund	231,478	142,252	142,252	178,455	187,517	187,517
Park Land Dedication Fund	124,979	55,000	55,000	53,586	57,632	60,584
Playground Equipment Fund	6,204	0	0	50	67	0
Court Security/Technology Fund	69,563	66,000	66,000	40,734	54,312	58,100
Tax Debt Service Fund	1,534,911	1,647,730	1,647,730	1,639,058	1,671,442	1,643,237
GO Bond Construction Funds	248,683	0	0	83,717	111,623	0
Vehicle Replacement Fund	295,006	317,051	317,051	248,919	332,092	320,991
Water & Sewer Fund	7,518,565	8,097,525	8,097,525	5,083,075	7,950,650	8,838,734
2006 Water & Sewer Bond Construction Fund	887,464	0	0	260,719	260,719	0
Water & Sewer CIP/Impact Fee Funds	843,660	717,875	717,875	462,702	574,203	430,850
Water & Sewer Revenue Debt Service Fund	7,443	7,000	7,000	40,999	49,994	20,000
1776 Park Trust Fund	1,424	675	675	774	1,032	1,032
Total Revenues	\$31,425,532	\$29,317,700	\$29,356,450	\$24,199,637	\$29,879,317	\$30,808,100
EXPENDITURES						
General Fund	\$19,920,730	\$19,252,177	\$20,090,693	\$14,242,509	\$19,674,586	\$20,450,549
Police Investigation Fund	42,091	0	3,277	9,572	9,572	38,742
Fire/EMS Donation Fund	227,996	142,252	142,252	173,785	193,928	187,517
Court Security/Technology Fund	46,936	0	0	26,728	26,728	78,930
Tax Debt Service Fund	1,316,988	1,773,968	1,773,968	1,331,920	1,711,488	2,345,696
GO Bond Construction Funds	2,109,426	0	1,920,053	2,939,952	2,939,952	0
Vehicle Replacement Fund	179,953	229,230	229,230	233,069	233,069	281,034
Water & Sewer Fund	5,711,062	5,467,924	9,352,015	7,080,044	8,488,195	5,696,120
2006 Water & Sewer Bond Construction Fund	7,472,603	0	153,774	7,186,683	7,265,012	0
Water & Sewer Revenue Debt Service Funds	2,433,552	2,313,550	2,113,394	1,401,177	2,114,394	2,638,784
Total Expenditures	\$39,461,337	\$29,179,101	\$35,778,656	\$34,625,439	\$42,656,923	\$31,717,372

**

Totals exclude fund balance, reserves and interfund transfers.

** Amended budget includes surface water purchase from the City of Houston and prior year encumbrances.

*** Net income reflects the use of fund balance for operational expenditures in various funds.

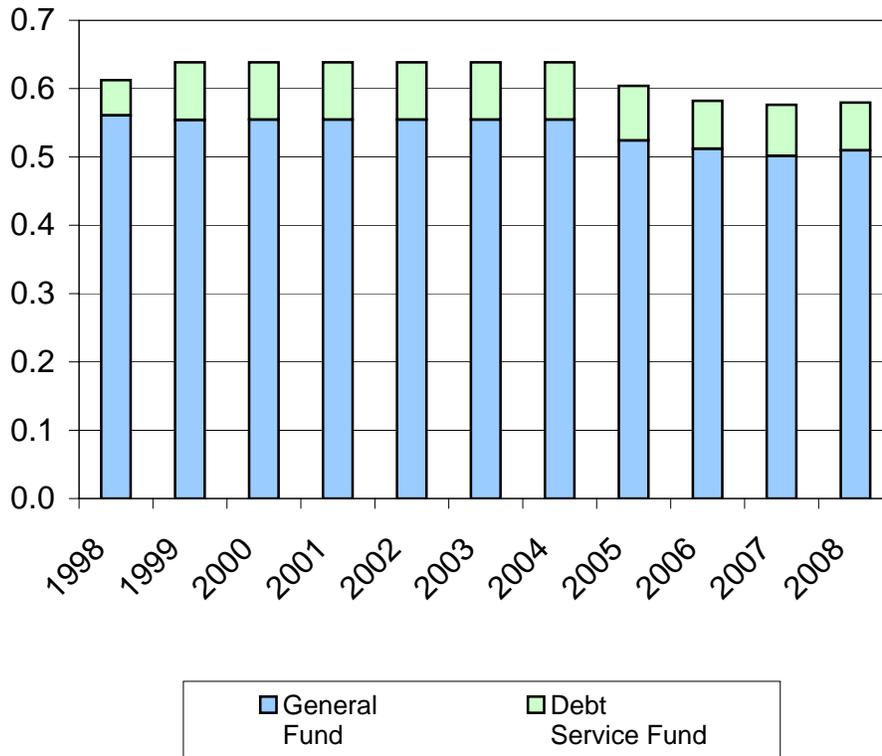
ESTIMATED AD VALOREM TAX COLLECTIONS - CURRENT ROLL

Net Assessed Value, estimated as of July 7, 2008	\$2,242,178,295
Divided by 100	100
Rate Base	\$22,421,783
Tax Rate	0.5797
Estimated Total Tax Levy	\$12,998,473
Estimated Collection Rate	100%
Adjusted Tax Collections, 2008-09	\$12,998,473

TAXABLE VALUE AND LEVY COMPARISON

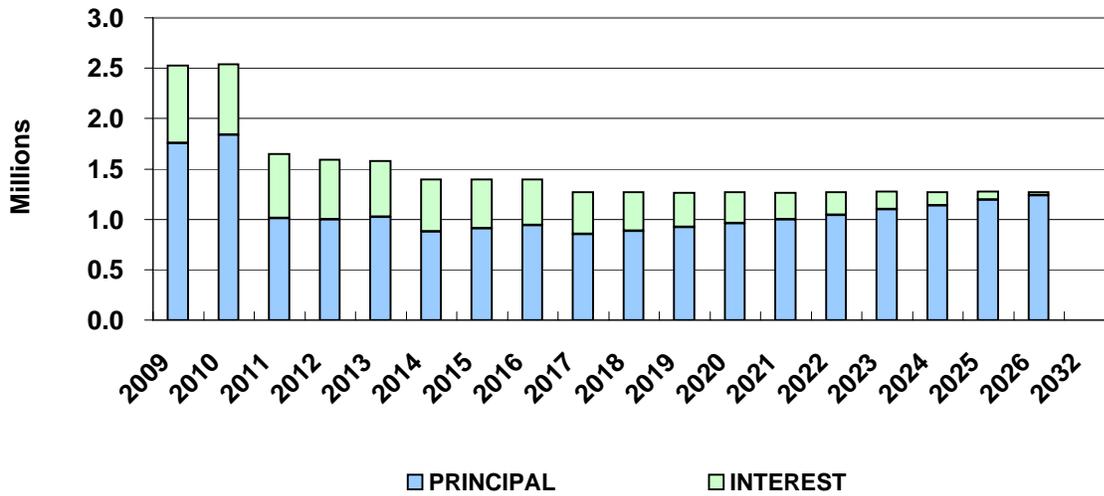
Fiscal Year Ending	Tax Year	Total Taxable Assessed Value	Homestead Exemption	Tax Rate	Total Tax Levy	Percent Increase Over Prior Year
1998-99	1998	\$1,027,271,860	20%	\$0.6125	\$6,292,040	6.9%
1999-00	1999	\$1,133,824,245	20%	\$0.6385	\$7,239,468	15.1%
2000-01	2000	\$1,238,337,688	20%	\$0.6385	\$7,906,786	9.2%
2001-02	2001	\$1,388,238,684	20%	\$0.6385	\$8,863,904	12.1%
2002-03	2002	\$1,510,166,528	20%	\$0.6385	\$9,642,413	8.8%
2003-04	2003	\$1,689,163,292	20%	\$0.6385	\$10,785,308	11.9%
2004-05	2004	\$1,757,469,314	20%	\$0.6385	\$11,221,442	4.0%
2005-06	2005	\$1,840,094,487	20%	\$0.6040	\$11,114,170	-1.0%
2006-07	2006	\$2,011,630,820	20%	\$0.5821	\$11,708,758	5.3%
2007-08	2007	\$2,134,576,240	20%	\$0.5764	\$12,303,697	5.1%
2008-09	2008	\$2,242,178,295	20%	\$0.5797	\$12,998,473	5.6%

Tax Rate Comparison



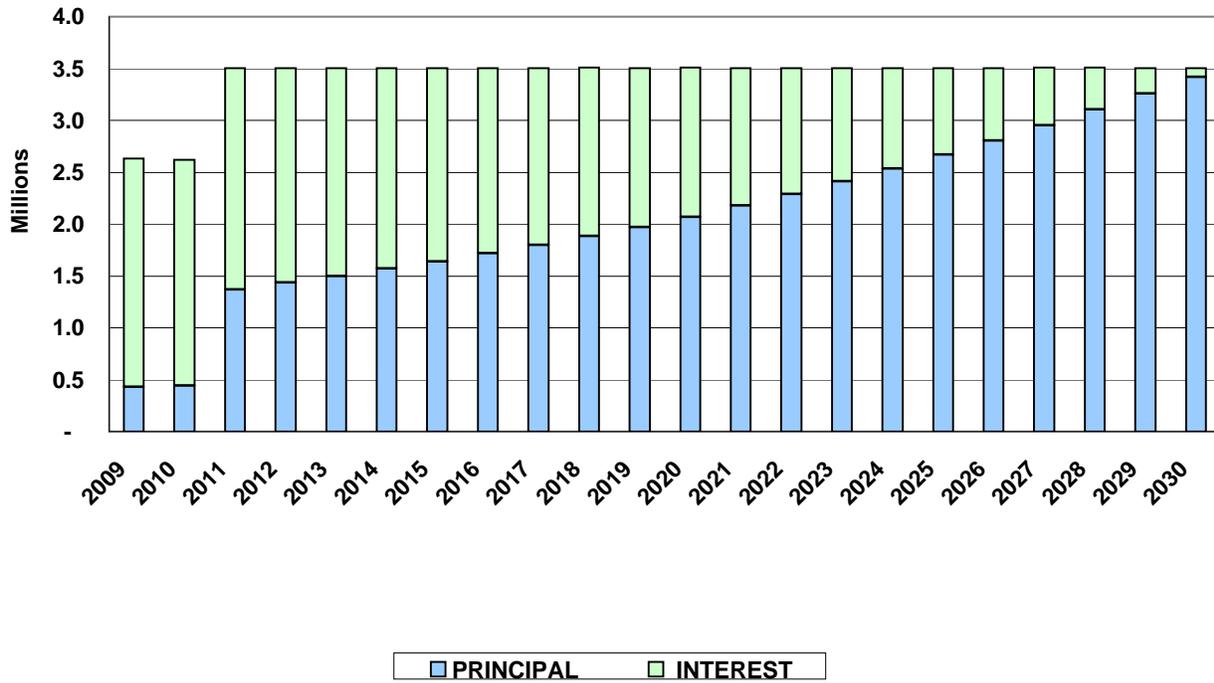
Fiscal Year	Tax Year	General Fund	Debt Service Fund	Total Tax Rate
1998-99	1998	\$0.5610	\$0.0515	\$0.6125
1999-00	1999	\$0.5542	\$0.0843	\$0.6385
2000-01	2000	\$0.5547	\$0.0838	\$0.6385
2001-02	2001	\$0.5547	\$0.0838	\$0.6385
2002-03	2002	\$0.5547	\$0.0838	\$0.6385
2003-04	2003	\$0.5547	\$0.0838	\$0.6385
2004-05	2004	\$0.5547	\$0.0838	\$0.6385
2005-06	2005	\$0.5243	\$0.0797	\$0.6040
2006-07	2006	\$0.5120	\$0.0701	\$0.5821
2007-08	2007	\$0.5016	\$0.0748	\$0.5764
2008-09	2008	\$0.5097	\$0.0700	\$0.5797

Tax Debt Service to Maturity



FYE	PRINCIPAL	INTEREST	TOTAL
2009	1,755,162	774,115	2,529,277
2010	1,840,000	696,366	2,536,366
2011	1,012,466	634,834	1,647,300
2012	995,960	593,498	1,589,458
2013	1,020,542	556,680	1,577,222
2014	878,360	518,229	1,396,589
2015	908,360	487,068	1,395,428
2016	938,360	454,347	1,392,707
2017	850,000	419,808	1,269,808
2018	885,000	383,286	1,268,286
2019	920,000	345,673	1,265,673
2020	960,000	306,828	1,266,828
2021	1,000,000	265,828	1,265,828
2022	1,045,000	222,745	1,267,745
2023	1,100,000	177,298	1,277,298
2024	1,140,000	129,514	1,269,514
2025	1,195,000	79,401	1,274,401
2026	1,240,000	26,836	1,266,836
Total	19,684,210	7,072,354	26,756,564

Revenue Debt Service To Maturity



FYE	PRINCIPAL	INTEREST	TOTAL
2009	430,000	2,204,784	2,634,784
2010	440,000	2,180,859	2,620,859
2011	1,370,000	2,135,119	3,505,119
2012	1,435,000	2,069,142	3,504,142
2013	1,500,000	2,003,527	3,503,527
2014	1,570,000	1,934,497	3,504,497
2015	1,640,000	1,862,559	3,502,559
2016	1,715,000	1,787,549	3,502,549
2017	1,795,000	1,708,275	3,503,275
2018	1,885,000	1,624,109	3,509,109
2019	1,970,000	1,534,812	3,504,812
2020	2,070,000	1,436,624	3,506,624
2021	2,175,000	1,329,190	3,504,190
2022	2,290,000	1,215,469	3,505,469
2023	2,410,000	1,095,394	3,505,394
2024	2,535,000	969,056	3,504,056
2025	2,670,000	836,069	3,506,069
2026	2,805,000	700,107	3,505,107
2027	2,950,000	556,982	3,506,982
2028	3,105,000	402,257	3,507,257
2029	3,260,000	244,125	3,504,125
2030	3,420,000	82,666	3,502,666
Total	45,440,000	29,913,171	75,353,171

**Sales Tax Revenue Comparison
FY05 through FY09**

Month of Receipt	FY05 Actual	FY06 Actual	F07 Actual	FY08 Estimate	FY09 Proposed Budget
December	222,578	248,033	276,877	250,722	265,875
January	214,129	241,256	267,543	264,013	256,875
February	390,944	415,238	449,317	439,442	431,625
March	230,268	248,550	276,848	252,870	265,875
April	192,020	234,450	277,662	245,673	266,625
May	317,902	371,578	394,827	370,119	379,125
June	197,273	241,320	282,667	279,300	271,500
July	226,112	263,469	293,728	276,809	282,000
August	365,640	410,327	413,843	390,006	397,500
September	236,116	282,859	263,060	247,908	252,750
October	252,230	295,009	284,512	268,124	273,375
November	353,924	406,608	423,519	401,920	406,875
Total	\$3,199,136	\$3,658,697	\$3,904,403	\$3,686,905	\$3,750,000

Fund Schedules

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

Governmental Funds

The City maintains several governmental funds. All governmental funds are budgeted and are presented separately. Each fund schedule includes revenues and expenditures for FY07 actual; FY08 Original and Amended budgets as well as year-to-date actual thru June; and the FY09 Proposed Budget. The General Fund and Capital Projects Fund are considered to be major funds. The other funds are non-major funds. The funds and a short description are listed below. Additional detail information about each fund is presented prior to each fund schedule.

General Fund

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

Special Revenue Funds

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

- Police Investigation Fund
- Fire/EMS Donation Fund
- Parkland Dedication Fund
- Park Playground Equipment Fund
- Court Security/Technology Fund

Tax Debt Service Fund

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

Capital Project Funds

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

1776 Park Trust Fund

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

Proprietary Funds

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

Enterprise Fund

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

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

Internal Service Fund

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

- Vehicle Replacement Fund

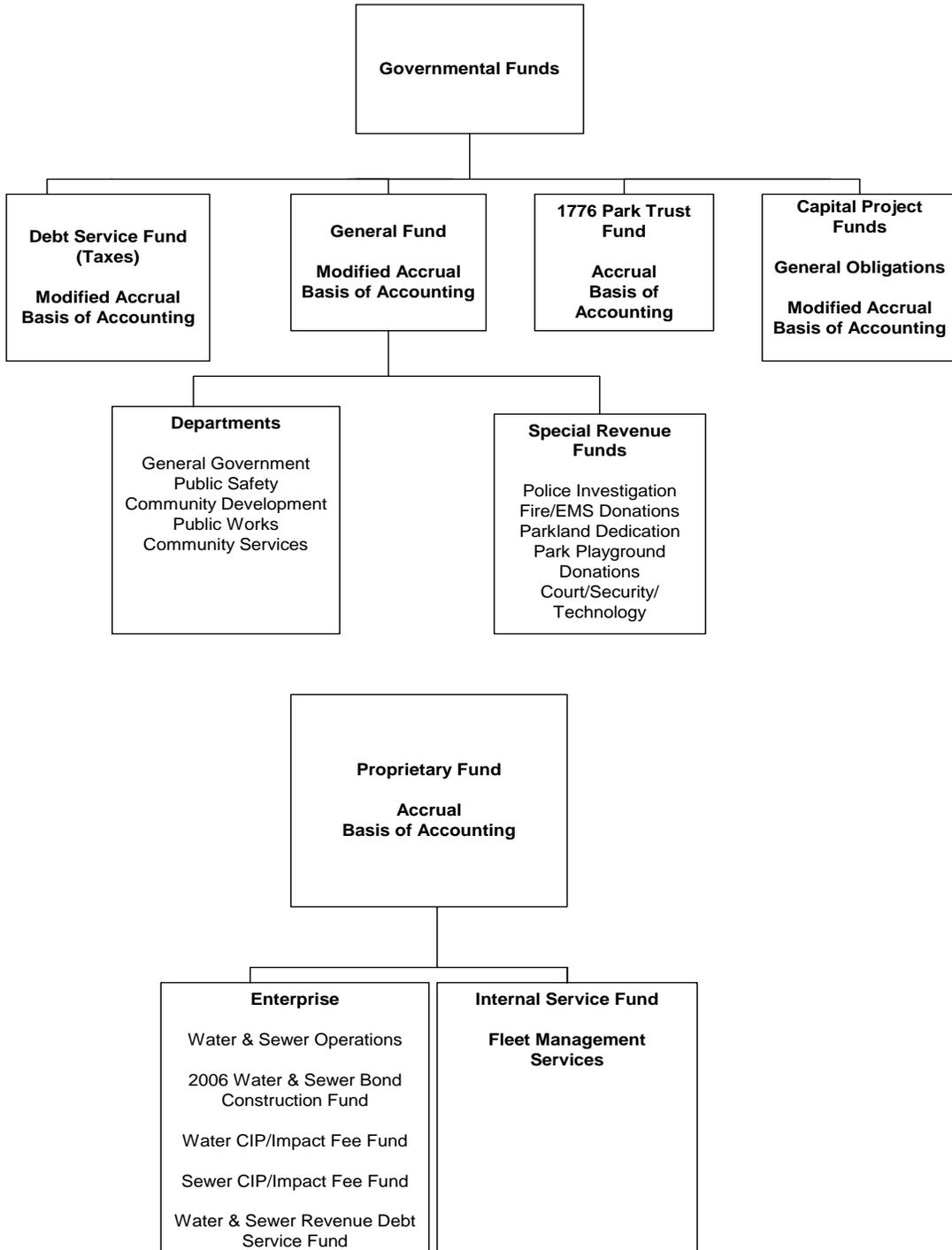
The following table correlates the City's fund uses by functioning unit.

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

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

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

Fund Flowchart



General Fund

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

**General Fund (001)
Fund Summary**

	FY 07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
Property Tax	\$10,376,848	\$10,705,967	\$10,705,967	\$10,672,361	\$10,705,967	\$11,428,949
Sales Tax	3,904,436	3,750,000	3,750,000	2,527,459	3,686,905	3,750,000
Franchise	1,239,167	1,211,000	1,211,000	673,234	1,345,375	1,345,700
Mixed Drink	16,186	13,000	13,000	18,236	32,121	21,600
Licenses and Permits	720,235	484,339	484,339	430,415	503,211	463,829
Intergovernmental Revenue	248,701	209,286	244,791	162,330	288,347	220,311
Charges for Services	183,127	168,680	168,680	143,843	196,166	194,878
Fines and Forfeitures	1,205,307	1,118,699	1,118,699	867,657	1,111,782	1,124,200
Interest Earned	684,258	483,871	483,871	363,124	484,045	456,088
Other	272,245	121,600	124,845	210,428	236,161	207,490
Asset Disposition	785,942	0	0	25,093	25,093	0
Total Revenues	\$19,636,452	\$18,266,442	\$18,305,192	\$16,094,180	\$18,615,173	\$19,213,045
EXPENDITURES						
Mayor & Council	\$170,277	\$177,124	\$192,980	\$158,232	\$214,620	\$242,011
City Secretary	360,655	409,603	429,195	284,734	394,947	440,431
City Manager	648,653	725,650	770,277	700,070	958,083	791,418
Administrative Services	3,419,686	3,232,301	2,741,583	1,788,842	2,387,889	2,883,973
Police	5,833,406	6,383,684	6,761,374	4,788,967	6,676,053	7,240,398
Friendswood Volunteer Fire Dept	996,392	1,116,443	1,193,849	1,174,099	1,184,603	1,169,741
Fire Marshal	469,330	470,163	544,491	369,851	516,441	569,087
Community Development	913,490	1,045,341	1,083,647	714,297	949,802	1,128,160
Public Works	1,693,205	1,560,991	1,658,143	1,148,491	1,592,906	1,704,566
Community Services	2,991,892	3,081,877	3,249,204	2,429,112	3,386,323	3,411,319
Total Operations	\$17,496,986	\$18,203,177	\$18,624,743	\$13,556,695	\$18,261,667	\$19,581,104
Streets	\$1,450,250	\$1,015,000	\$1,273,305	\$652,006	\$1,269,341	\$700,000
Drainage	0	0	0	0	0	13,945
Parks	90,199	0	6,570	0	0	155,500
Facility	883,295	34,000	186,075	33,808	143,577	0
Total Improvements	\$2,423,744	\$1,049,000	\$1,465,950	\$685,814	\$1,412,919	\$869,445
Total Expenditures	\$19,920,730	\$19,252,177	\$20,090,693	\$14,242,509	\$19,674,586	\$20,450,549
Operating Transfers In	875,616	986,016	992,586	746,082	992,586	1,237,504
Operating Transfers Out	(350,688)	0	0	(5,000)	0	0
Increase (Decrease) in Fund Balance	\$240,650	\$281	(\$792,915)	\$2,592,753	(\$66,827)	\$0
Beginning Fund Balance	\$10,287,475	\$10,528,125	\$10,528,125	\$10,528,125	\$10,528,125	\$10,461,298
Ending Fund Balance	\$10,528,125	\$10,528,406	\$9,735,210	\$13,120,878	\$10,461,298	\$10,461,298

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** Projected fund balance at September 30, 2009 is \$10.5 million. \$266,243 is designated and reserved. Undesignated fund balance is \$10.5 million, which includes a 90-day operating reserve of \$5.1 million, as set forth in the City's financial policies. The reserve is designed "to protect the City's creditworthiness as well as its financial position from unforeseeable emergencies." The policies state that "additional undesignated funds will be allowed to accumulate in a fund designated for future General Fund capital improvements."

Special Revenue Funds

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

Police Investigation Fund

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

Fire/EMS Donation Fund

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

Parkland Dedication Fund

This fund is used to account for receipts from developers to build or enhance neighborhood and community parks. The receipts remain in the fund until such time as the Community Services department submits a supplemental request during the budget preparation process to use the funds for specific park projects or submits a request to the City Manager and City Council for a supplemental appropriation.

Park Playground Fund

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

Court Security/Technology Fund

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

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
Federal Government	\$4,747	\$0	\$0	\$2,760	\$2,760	\$33,242
State Government	9,177	-	-	9,333	9,333	-
Miscellaneous Receipts	5,000	-	-	-	-	-
Interest	776	150	150	576	768	768
Total Revenues	\$19,700	\$150	\$150	\$12,669	\$12,861	\$34,010
EXPENDITURES						
Public Safety						
Police						
Criminal Investigations	\$42,091	\$0	\$3,277	\$9,572	\$9,572	\$38,742
Total Expenditures	\$42,091	-	\$3,277	\$9,572	\$9,572	\$38,742
Increase (Decrease) in Fund Balance	(22,391)	150	(3,127)	3,097	3,289	(4,732) *
Beginning Fund Balance	\$36,107	\$13,716	\$13,716	\$13,716	\$13,716	\$17,005
Ending Fund Balance	\$13,716	\$13,866	\$10,589	\$16,813	\$17,005	\$12,273

* Decrease in Police Investigation Fund balance of 35.9% mainly due to ongoing maintenance of OSSI software implemented in FY 2007-08.

Fire/EMS Donation Fund (131)
Fund Summary

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
Donations	\$229,939	\$141,052	\$141,052	\$177,756	\$186,585	\$186,585
Interest	1,539	1,200	1,200	699	932	932
Reimbursements	-	-	-	-	-	-
Asset Disposition	-	-	-	-	-	-
Total Revenues	\$231,478	\$142,252	\$142,252	\$178,455	\$187,517	\$187,517
EXPENDITURES						
Public Safety	\$147,424	\$0	\$0	\$113,356	\$113,356	\$105,765
Debt Service	80,572	142,252	142,252	60,429	80,572	81,752
Total Expenditures	\$227,996	\$142,252	\$142,252	\$173,785	\$193,928	\$187,517
Increase (Decrease) in Fund Balance	3,482	-	-	4,670	(6,411)	-
Beginning Fund Balance	\$39,917	\$43,399	\$43,399	\$43,399	\$43,399	\$36,988
Ending Fund Balance	\$43,399	\$43,399	\$43,399	\$48,069	\$36,988	\$36,988

**Parkland Dedication Fund (164)
Fund Summary**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
Neighborhood Parks Fees	\$32,744	\$0	\$0	\$1,248	\$1,248	\$0
Community Parks Fees	81,300	50,000	50,000	44,400	45,800	50,000
Other Program Fees	105	-	-	-	-	-
Interest Earned	10,830	\$5,000	\$5,000	7,938	10,584	10,584
Total Revenues	\$124,979	\$55,000	\$55,000	\$53,586	\$57,632	\$60,584
EXPENDITURES						
Operating Transfers Out	\$0	\$0	\$6,570	\$6,570	\$6,570	\$186,750
Capital Improvements	-	-	-	-	-	-
Total Expenditures	\$0	\$0	\$6,570	\$6,570	\$6,570	\$186,750
Increase (Decrease) in Fund Balance	124,979	55,000	48,430	47,016	51,062	(126,166) *
Beginning Fund Balance	\$157,733	\$282,712	\$282,712	\$282,712	\$282,712	\$333,774
Ending Fund Balance	\$282,712	\$337,712	\$331,142	\$329,728	\$333,774	\$207,608

* The Parkland Dedication Fund balance will be reduced by 44.6% as a result of the following capital improvement projects:
Sports Field Lighting at Centennial Park
Stevenson Park Playground Renovation - Phase III

**Park Playground Equipment Fund (165)
Fund Summary**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
Donations	\$6,066	\$0	\$0	\$0	\$0	\$0
Interest Earned	138	\$0	\$0	50	67	0
Total Revenues	\$6,204	\$0	\$0	\$50	\$67	\$0
EXPENDITURES						
Operating Transfers Out	\$7,590	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$7,590	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	(1,386)	0	0	50	67	0
Beginning Fund Balance	1,524	138	138	138	138	205
Ending Fund Balance	\$138	\$138	\$138	\$188	\$205	\$205

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
Court Technology Fee	\$39,756	\$38,000	\$38,000	\$23,279	\$31,039	\$33,200
Court Security Fees	29,807	28,000	28,000	17,455	23,273	\$24,900
Total Revenues	\$69,563	\$66,000	\$66,000	\$40,734	\$54,312	\$58,100
EXPENDITURES						
Court Technology Projects	\$45,648	\$0	\$0	\$21,181	\$21,181	\$75,461
Court Security Projects	1,288	0	0	5,547	5,547	3,469
Total Expenditures	\$46,936	\$0	\$0	\$26,728	\$26,728	\$78,930
Operating Transfers Out	\$0	\$0	\$0	\$0	\$0	\$49,099
Increase (Decrease) in Fund Balance	\$22,627	\$66,000	\$66,000	\$14,006	\$27,584	(\$69,929) *
Beginning Fund Balance	\$196,199	\$218,826	\$218,826	\$218,826	\$218,826	\$246,410
Ending Fund Balance	\$218,826	\$284,826	\$284,826	\$232,832	\$246,410	\$176,481

* The 28.4% decrease in fund balance in the Court/Technology Fund is due to the following uses:
Operational Expenses:
Court support for warrant officer (overtime for off-duty Police and Fire Marshal personnel)
Capital Improvements:
Interactive Voice Response System
Courtroom Lobby visual aid equipment

Tax Debt Service Fund

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

Debt Limits

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

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

This year's budget reflects a debt service rate of \$0.0700 per \$100 of net assessed value at 100% collection; which will yield approximately \$1,569,525; on an estimated net assessed tax based of \$2,242,178,295.

The total estimated general obligation tax debt presented in this year's budget is \$25,716,669. This amount is less than the debt limit of \$30,269,407 stipulated by the Texas Attorney General's Office and the Home Rule Cities debt limit of \$56,054,455 based on the City's estimated net assessed tax base.

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
REVENUES						
Ad Valorem Taxes	\$1,425,180	\$1,597,730	\$1,597,730	\$1,583,774	\$1,597,730	1,569,525
Interest	109,731	50,000	50,000	55,284	73,712	73,712
Total Revenues	\$1,534,911	\$1,647,730	\$1,647,730	\$1,639,058	\$1,671,442	\$1,643,237
EXPENDITURES						
Debt Service						
Principal	\$585,496	\$972,269	\$972,269	\$929,555	\$929,555	1,595,081
Interest	\$730,392	800,599	800,599	402,065	781,633	750,015
Fiscal Agent Fees	1,100	1,100	1,100	300	300	600
Bond Issuance Costs	0	0	0	0	0	0
Total Expenditures	\$1,316,988	\$1,773,968	\$1,773,968	\$1,331,920	\$1,711,488	\$2,345,696
Operating Transfers Out	0	0	0	0	0	0
Increase (Decrease) in Fund Balance	217,923	(126,238)	(126,238)	307,138	(40,046)	(702,459) *
Beginning Fund Balance	\$1,595,397	\$1,813,320	\$1,813,320	\$1,813,320	\$1,813,320	\$1,773,274
Ending Fund Balance	\$1,813,320	\$1,687,082	\$1,687,082	\$2,120,458	\$1,773,274	\$1,070,815

* Tax debt service fund balance will be reduced by 39.6% as a result of ongoing debt service payments on the 2003 and 2005 General Obligation Bonds and tax debt supported capital expenditures included in this year's budget (Public Works gradall and telephone system upgrade for City facilities).

Capital Project Fund

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

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

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

**2003 General Obligation Funds (250)
Fund Summary**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Revenues						
Interest Earned	\$17,723	\$0	\$0	\$3,704	\$4,939	\$0
Bond Proceeds	0	0	0	0	0	0
Total Revenues	\$17,723	\$0	\$0	\$3,704	\$4,939	\$0
Other Financing Sources						
Transfers In or Out	350,688	0	0	0	0	0
Total Other Financing Sources	\$350,688	\$0	\$0	\$0	\$0	\$0
Total Revenue & Finance Sources	\$368,411	\$0	\$0	\$3,704	\$4,939	\$0
Expenditures						
Capital Improvements						
Public Works						
Streets & Drainage	\$29,890	\$0	\$7,360	\$151,466	\$151,466	\$0
Parks						
Centennial Park	15,002	0	0	0	0	0
Facilities						
New Fire Station #4	12,290	0	24,268	19,267	19,267	0
Public Safety Facilities	473,730	0	23,687	45,241	45,241	0
Total Expenditures	\$530,912	\$0	\$55,315	\$215,974	\$215,974	\$0

2005 General Obligation Funds (251)
Fund Summary

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Revenues						
Interest Earned	\$228,417	\$0	\$0	\$80,013	\$106,684	\$0
Bond Proceeds	0	0	0	0	0	0
Other	2,543	0	0	0	0	0
Total Revenues	\$230,960	\$0	\$0	\$80,013	\$106,684	\$0
Other Financing Sources						
Transfers In or Out	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0
 Total Revenue & Finance Sources	 \$230,960	 \$0	 \$0	 \$80,013	 \$106,684	 \$0
Expenditures						
Capital Improvements						
Public Works						
Streets & Drainage	\$211,851	\$0	\$208,977	\$1,344,548	\$1,344,548	\$0
Parks						
Centennial Park	0	0	0	0	0	0
Facilities						
New Fire Station #4	0	0	1,648,600	1,356,727	1,356,727	0
Public Safety Facilities	1,366,663	0	7,161	22,703	22,703	0
Total Expenditures	\$1,578,514	\$0	\$1,864,738	\$2,723,978	\$2,723,978	\$0

1776 Park Trust Fund

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

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

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

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
OTHER FINANCING SOURCES						
Interest Earned	\$1,424	\$675	\$675	\$774	\$1,032	\$1,032
Total Other Financing Sources	\$1,424	\$675	\$675	\$774	\$1,032	\$1,032
NON-OPERATING EXPENSES						
1776 Park Improvements	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	1,424	675	675	774	1,032	1,032
Beginning Fund Balance	27,477	28,901	28,901	28,901	28,901	29,933
Ending Fund Balance	\$28,901	\$29,576	\$29,576	\$29,675	\$29,933	\$30,965

Enterprise Funds

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

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

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

The budgeted Enterprise Funds include:

Water and Sewer Operation Fund
Water CIP/Impact Fee Fund
Sewer CIP/Impact Fee Fund
Water and Sewer Revenue Debt Service Fund

Water and Sewer Operation Fund

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

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

Water and Sewer Bond Construction Funds

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

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

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
OPERATING REVENUES						
Water Revenues	\$3,714,280	\$4,238,169	\$4,238,169	\$2,605,222	\$4,133,279	\$4,711,712
Sewer Revenues	3,087,267	3,461,956	3,461,956	2,134,311	3,356,598	3,832,042
Administrative Fees	327,855	187,400	187,400	147,230	219,746	168,980
Sale of Water Meters	55,810	50,000	50,000	33,115	40,950	30,000
Miscellaneous Receipts	0	0	0	0	0	0
Interest	0	0	0	0	0	0
Total Revenues	\$7,185,212	\$7,937,525	\$7,937,525	\$4,919,878	\$7,750,573	\$8,742,734
OPERATING EXPENSES						
Administrative Services	\$1,650,137	\$366,646	\$345,170	\$225,745	\$300,993	\$381,675
Community Development	217,201	249,421	\$328,181	193,123	257,497	301,141
Public Works						
Public Works Administration	\$44,813	\$47,467	\$50,711	\$37,314	\$49,752	53,397
Water Operations	\$1,538,023	\$1,912,503	\$1,939,766	\$1,120,001	\$1,493,335	2,161,407
Sewer Operations	\$1,920,570	\$2,245,226	\$2,256,158	\$1,470,802	\$1,961,069	2,297,949
Utility Customer Service	\$149,458	\$160,835	\$162,029	\$116,661	\$155,548	170,551
Public Works - Total	\$3,652,864	\$4,366,031	\$4,408,664	\$2,744,778	\$3,659,704	4,683,304
Total Expenditures	\$5,520,202	\$4,982,098	\$5,082,015	\$3,163,646	\$4,218,195	\$5,366,120
Operating Income	1,665,010	\$2,955,427	2,855,510	1,756,232	3,532,378	3,376,614
NON-OPERATING REVENUES (EXPENSES)						
Interest Earned	\$333,353	\$160,000	\$160,000	\$163,197	\$199,027	\$96,000
Gain on sale of capital assets	\$4,182	0	0	0	0	0
Rental Revenue	0	0	0	0	1,050	0
Capital Improvements	(190,860)	(485,826)	(4,270,000)	(3,916,398)	(4,270,000)	(330,000)
Operating Transfers In/(Out)	(2,406,039)	(2,611,003)	(2,606,003)	(1,953,252)	(2,548,797)	(3,141,589)
Reserves	0	0	0	0	0	0
Total Non Operating	(\$2,259,364)	(\$2,936,829)	(\$6,716,003)	(\$5,706,453)	(\$6,618,720)	(\$3,375,589)
Net Income	(594,354)	18,598	(3,860,493)	(3,950,221)	(3,086,342)	1,025
Beginning Retained Earnings	\$7,719,287	\$7,124,933	\$7,124,933	\$7,124,933	\$7,124,933	\$4,038,591
Ending Retained Earnings	\$7,124,933	\$7,143,531	\$3,264,440	\$3,174,712	\$4,038,591	\$4,039,616

* The projected retained earnings at September 30, 2009 is \$4.09 million. This includes a 90-day operating reserve of \$2.21 million, as set forth in the City's financial policies. The reserve is designed "to protect the City utility fund's creditworthiness as well as its financial position from unforeseeable emergencies." The policies state "additional undesignated funds will be allowed to accumulate in a fund designated for future utility/operating capital improvements."

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

	FY 07 Actual	FY 08 Original Budget	FY 08 Amended Budget	FY08 YTD 6/30/08	FY 08 Year End Estimate	FY09 Adopted Budget
NON-OPERATING REVENUES						
Interest Earned	\$887,464	\$0	\$0	\$258,844	\$258,844	\$0
Transfers from WS Rev Debt	0	0	0	0	0	0
Miscellaneous	0	0	0	1,875	1,875	0
Total Revenues	\$887,464	\$0	\$0	\$260,719	\$260,719	\$0
CAPITAL FINANCING ACTIVITIES						
Capital Improvements						
Public Works						
Distribution System Imprv	\$7,322,397	\$0	\$98,622	\$6,336,981	\$6,404,660	\$0
Collection System Imprv	150,206	0	55,152	849,702	860,352	0
Total Expenditures	\$7,472,603	\$0	\$153,774	\$7,186,683	\$7,265,012	\$0
NON-OPERATING EXPENSES						
Operating Transfers Out	\$0	\$0	\$0	\$417,450	\$417,450	\$0
Total Non-Operating Expenses	\$0	\$0	\$0	\$417,450	\$417,450	\$0
Net Income	(\$6,585,139)	\$0	(\$153,774)	(\$7,343,414)	(\$7,421,743)	\$0
Beginning Retained Earnings	\$16,938,219	\$10,353,080	\$10,353,080	\$10,353,080	\$10,353,080	\$2,931,337
Ending Retained Earnings	\$10,353,080	\$10,353,080	\$10,199,306	\$3,009,666	\$2,931,337	\$2,931,337

Water and Sewer CIP/Impact Fee Funds

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

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

Water CIP/Impact Fee Fund

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

Sewer CIP/Impact Fee Fund

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

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
NON-OPERATING REVENUES						
Impact Fees	\$552,464	\$473,000	\$473,000	\$304,612	\$378,400	\$283,800
Interest	4,681	1,967	1,967	1,546	1,546	1,000
Miscellaneous	1,359	-	-	-	-	-
Total Non-Operating Revenues	\$558,504	\$474,967	\$474,967	\$306,158	\$379,946	\$284,800
NON-OPERATING EXPENSES						
Operating Transfers Out	\$570,000	\$465,417	\$370,817	\$317,758	\$370,817	\$283,800
Total Non-Operating Expenses	\$570,000	\$465,417	\$370,817	\$317,758	\$370,817	\$283,800
Net Income	(\$11,496)	\$9,550	\$104,150	(\$11,600)	\$9,129	\$1,000
Beginning Retained Earnings	\$23,055	\$11,559	\$11,559	\$11,559	\$11,559	\$20,688
Ending Retained Earnings	\$11,559	\$21,109	\$115,709	(\$41)	\$20,688	\$21,688

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
NON-OPERATING REVENUES						
Impact Fees	\$282,364	\$241,750	\$241,750	\$155,687	\$193,400	\$145,050
Interest	2,702	1,158	1,158	857	857	1,000
Miscellaneous	90	-	-	-	-	-
Operating Transfers In	-	-	-	-	-	-
Total Revenues	\$285,156	\$242,908	\$242,908	\$156,544	\$194,257	\$146,050
NON-OPERATING EXPENSES						
Operating Transfers Out	\$290,000	\$233,046	\$184,696	\$169,725	\$184,696	\$145,050
Total Expenditures	\$290,000	\$233,046	\$184,696	\$169,725	\$184,696	\$145,050
Net Income	(\$4,844)	\$9,862	\$58,212	(\$13,181)	\$9,561	\$1,000
Beginning Retained Earnings	\$18,002	\$13,158	\$13,158	\$13,158	\$13,158	\$22,719
Ending Retained Earnings	\$13,158	\$23,020	\$71,370	(\$23)	\$22,719	\$23,719

Water and Sewer Revenue Debt Service Fund

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

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

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
NON-OPERATING REVENUES						
Interest	\$7,443	\$7,000	\$7,000	\$40,999	\$49,994	\$20,000
Operating Transfers In	2,390,423	2,323,450	2,123,294	2,123,673	2,123,294	2,568,784
Total Revenues	\$2,397,866	\$2,330,450	\$2,130,294	\$2,164,672	\$2,173,288	\$2,588,784
NON-OPERATING EXPENSES						
Debt Service						
Principal	\$850,000	\$670,000	\$670,000	\$670,000	\$670,000	\$430,000
Interest	1,576,230	1,641,050	1,440,894	728,377	1,440,894	2,204,784
Fiscal Agent Fees	7,322	2,500	2,500	2,800	3,500	4,000
Issuance Costs	-	-	-	-	-	-
Total Expenditures	\$2,433,552	\$2,313,550	\$2,113,394	\$1,401,177	\$2,114,394	\$2,638,784
Net Income	(\$35,686)	\$16,900	\$16,900	\$763,495	\$58,894	(\$50,000) *
Beginning Retained Earnings	\$47,348	\$11,662	\$11,662	\$11,662	\$11,662	\$70,556
Ending Retained Earnings	\$11,662	\$28,562	\$28,562	\$775,157	\$70,556	\$20,556

* A 70.9% reduction in the fund balance in the Water and Sewer Revenue Debt Service Fund is a result of ongoing debt service payments for the 2001 water & sewer revenue bonds, water & sewer bonds issued in 2006 and 2006 water & sewer refund bonds issued. The budget also includes bond payments for the estimated 2008 issuance of water & sewer bonds approved in 2005.

Vehicle Replacement Fund

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

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

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

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

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

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

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
OPERATING REVENUES						
Department Lease Revenues	\$309,861	\$317,051	\$317,051	\$237,488	\$317,051	\$317,051
Asset Disposition	(23,872)	0	0	0	3,610	0
Insurance Reimbursements	0	0	0	7,491	7,491	0
Interest	9,017	0	0	3,940	3,940	3,940
Total Revenues	\$295,006	\$317,051	\$317,051	\$248,919	\$332,092	\$320,991
OPERATING EXPENSES						
Vehicle Replacement Plan						
Vehicle Equipment	\$179,953	\$229,230	\$229,230	\$233,069	\$233,069	\$281,034
Total Expenditures	\$179,953	\$229,230	\$229,230	\$233,069	\$233,069	\$281,034
Operating Income	\$115,053	\$87,821	\$87,821	\$15,850	\$99,023	\$39,957
Beginning Retained Earnings	\$703,048	\$818,101	\$818,101	\$818,101	\$818,101	\$917,124
Ending Retained Earnings	\$818,101	\$905,922	\$905,922	\$833,951	\$917,124	\$957,081

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.

Highlight of the Budget

As an initiative to seek alternative revenue sources for the City's future operations and capital improvement projects, this year's budget includes a decision package for grant writing services. The Riveron Law Firm will act as Special Counsel to City in the areas of project development consulting and legal services for strategic funding plans.

Departmental Goals and Measures

Goal 1 (correlates with City Goal 1)

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

Objective A:
Council Meetings

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY08 Forecast
Meetings Held	44	46	54	54
Action Items	110	115	108	108
Consent Items	103	110	92	92
Executive Sessions	20	20	44	44
Public Hearings	23	24	42	42

**Mayor and Council
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Mayor and Council	170,277	177,124	192,980	160,965	214,620	242,011	25.4%
Department Total	\$170,277	\$177,124	\$192,980	\$160,965	\$214,620	\$242,011	25.4%

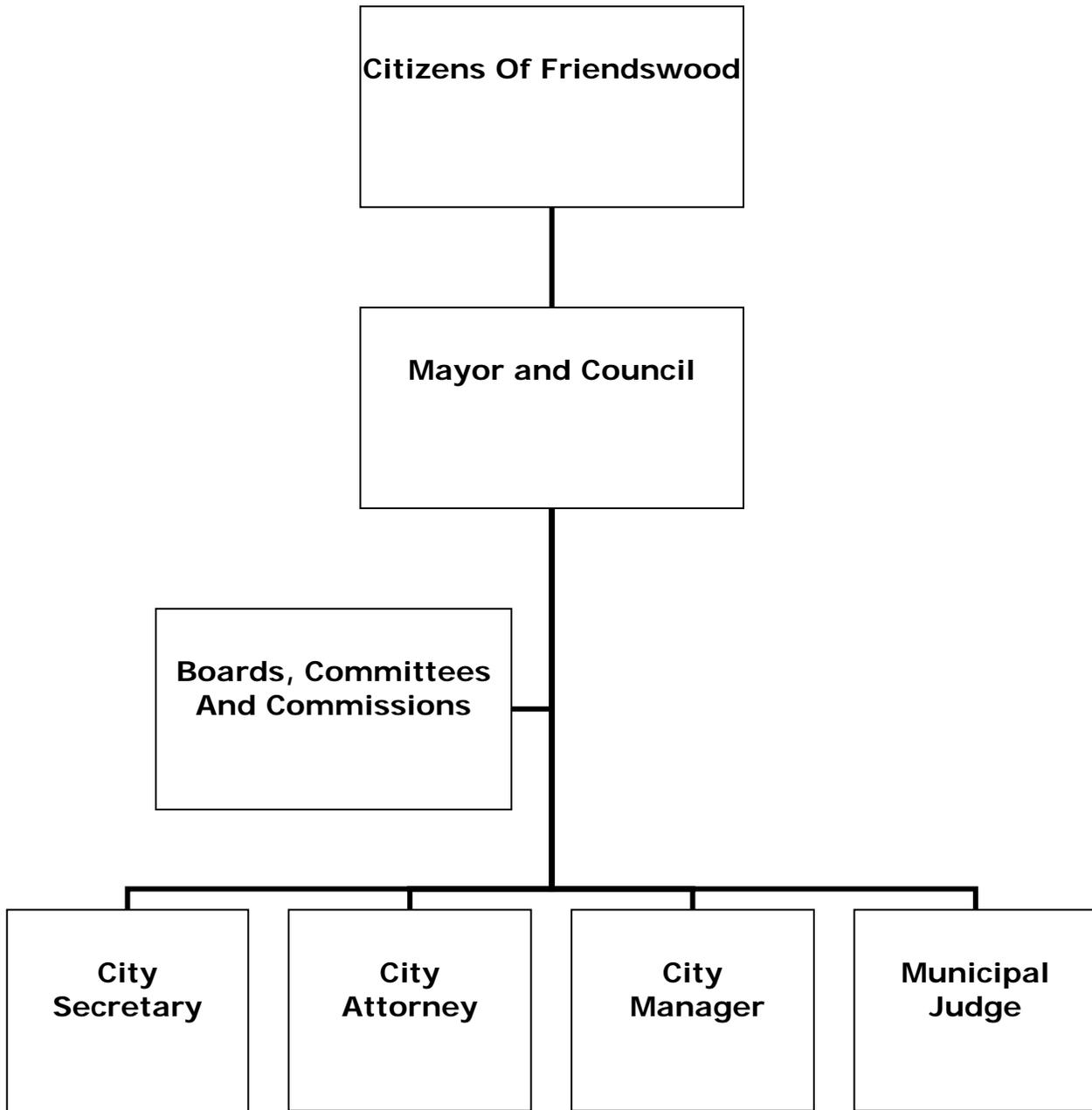
EXPENDITURE BY CLASSIFICATION

Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	0	299	299	0	0	299	0.0%
Supplies	4,064	5,448	5,448	3,240	4,320	5,611	3.0%
Maintenance	0	0	0	0	0	0	0
Services	166,213	171,377	187,233	157,725	210,300	236,101	26.1%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$170,277	\$177,124	\$192,980	\$160,965	\$214,620	\$242,011	25.4%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Mayor and Council	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	0.0	0.0	0.0	0.0	0.0	0.0	0.0%

Mayor and Council



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
48-40 WORKERS COMP INSURANCE	\$0	\$299	\$299	\$0	\$0	\$299
Subtotal of PERSONNEL	\$0	\$299	\$299	\$0	\$0	\$299
51-00 OFFICE SUPPLIES	\$200	\$714	\$714	\$462	\$616	\$735
54-00 OPERATING SUPPLIES	3,864	2,608	2,608	2,778	3,704	2,686
58-00 OPERATING EQUIPMENT <\$5,000	0	2,126	2,126	0	0	2,190
Subtotal of SUPPLIES	\$4,064	\$5,448	\$5,448	\$3,240	\$4,320	\$5,611
71-10 LEGAL SERVICES	\$111,690	\$134,507	\$150,363	\$132,469	\$176,625	\$138,542
71-19 OTHER LEGAL SERVICES	27,705	0	0	0	0	0
71-90 OTHER PROFESSIONAL SERVICES	0	0	0	0	0	59,583
73-22 LAW ENFORCEMENT INSURANCE	0	0	0	0	0	0
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	915	4,312	4,312	1,018	1,357	4,441
74-01 POSTAL AND COURIER SERVICES	162	0	0	34	45	0
75-10 TRAINING	2,523	1,765	1,765	1,455	1,940	1,818
75-20 TRAVEL REIMBURSEMENTS	4,913	6,468	6,468	5,917	7,889	6,662
75-30 MEMBERSHIPS	7,494	4,429	4,429	7,563	10,084	4,562
75-40 PUBLICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
79-10 COMMUNITY EVENTS/PROGRAMS	10,811	19,896	19,896	9,269	12,359	20,493
Subtotal of SERVICES	\$166,213	\$171,377	\$187,233	\$157,725	\$210,300	\$236,101
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
98-90 BALANCE SHEET SUSPENSE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of OTHER	\$0	\$0	\$0	\$0	\$0	\$0
Totals for MAYOR AND COUNCIL	\$170,277	\$177,124	\$192,980	\$160,965	\$214,620	\$242,011

City Secretary

Mission Statement

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

Current Operations

Municipal Clerk

The **City Secretary's** Department is staffed by five employees. The City Secretary reports directly to the Mayor and City Council.

Services provided by the City Secretary's office focus on administrative, public relations, records (internal and external), elections and providing information to citizens of Friendswood, elected officials and staff. The City Secretary's Department provides information, as requested, regarding operation of the city to the community as a whole, including the Mayor, Council members, city staff, citizens and interested parties; maintains custody of all municipal records; administers the records management program; and, recommends rules and regulations to be adopted by ordinances to protect the safety and security of the municipal records. Additionally, the City Secretary's Department attends and records the minutes of all official meetings of Council, attests to all instruments requiring execution, conducts and coordinates the city election, and provides election services to other entities. These activities also include coordinating the appointments of boards, committees and commissions, providing staff support for certain committees and related council activities, publishing official notices of the city, issuing certain licenses and permits, coordinating updates to the Friendswood Code of Ordinances, and performing other duties and responsibilities that may be required.

Election Services

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

Records Management Program

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

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

A systematic computerized scanning and indexing of all records of City Council meetings and other records has been implemented which provides for efficient retrieval capabilities

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

Highlights of the Budget

Election Services

The City Secretary's office conducts all city elections as called for in accordance with Texas Municipal Laws and Charter provisions of the City of Friendswood, in addition to conducting a joint election with Galveston County Consolidated Drainage District (GCCDD) and providing for election services to Friendswood Independent School District (FISD) on a contractual basis. We anticipate conducting a general election for the City and provide election services for FISD School Board elections. Funds were included in the 2007-08 budget to provide for backup equipment for one Judge's Controller Booth and for one eScan which were purchased. In anticipation of a bond election slated for November 2008, funds are included in the 2008-09 budget for additional staffing needs, supplies and postage.

Records Management Program

A records storage area is part of the Public Safety Building that will house Police, Municipal Court and Fire Marshal/Emergency Operations Center Records. Discussions have been ongoing regarding projecting and planning for a second records storage center to replace the existing records storage center for the City Manager's office, Administrative Services, Community Services, Public Works, Community Development, Library, and City Secretary's office. An architectural study was conducted in 2006/2007 for building a new records management facility. This study provided the needed information to move this process into the CIP for future consideration regarding building a facility to house records from all Departments. Due to the destruction of the Records Annex all records have been moved from the Records Annex to an off-site storage facility that is climate controlled and is built to withstand 120 MPH winds and to the new Public Safety Building. Additional funds are budgeted for 2008-09 to accurately budget for offsite records storage.

In last year's budget, Council approved the Laserfiche Records Management Module to enhance the Records Management Program. With the Records Management Edition, records policies are enforced regardless of records' format, location or content, automate life cycle management from document creation to final disposition, run reports detailing where records are in their life cycle and which records are eligible for transfer, accession or destruction, log all system activity, providing an audit trail that can be used to prove adherence to the records management plan and compliance regulations, ensure the future accessibility of archived records with storage, safeguard records with comprehensive access controls, support compliance with Texas State Library Retention Schedule, regulations, reduce litigation risks associated with expired and outdated records.

Records and Laserfiche Program

Continue the ongoing scanning program of all records of City Council Meetings and other documents. Continue developing programs for citywide access to all permanent documents i.e. minutes, ordinances, resolutions, contracts, deeds, easements and vehicle titles.

Implement additional electronic capability for all departments to search, access and retrieve all permanent records. Continue to scan all documents as approved by Council and make available to City Staff for search, retrieval and printing capabilities. This process eliminates numbers of hard copies being produced and stored by numerous departments. This program is an ongoing project to provide that all other documents will be scanned into Laserfiche and become available to anyone needing this information. This Department, in a cooperative effort with the Planning and Zoning Commission, completed the scanning in of all past minutes of the Commission and are kept up-to-date as minutes are approved.

In last year’s budget, Council approved for the City Secretary’s office to add Laserfiche Weblink so citizens and the general public would be able to access the city’s records from the City’s website. Laserfiche Weblink publishes select documents in a Laserfiche repository to the Internet in read-only form. This project is to provide easy access for the public to review the City’s documents that are commonly requested through the Public Information Act.

Departmental Goals and Measures

Goal 1 (correlates with City Goal 1)

Provide accurate and impartial general and special elections to the voters of the City of Friendswood for the City and the Galveston County Consolidated Drainage District.

Provide staff support and election services to the Friendswood Independent School District for general and special elections.

Objective A:
Election Services

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Elections	2	3	3	4

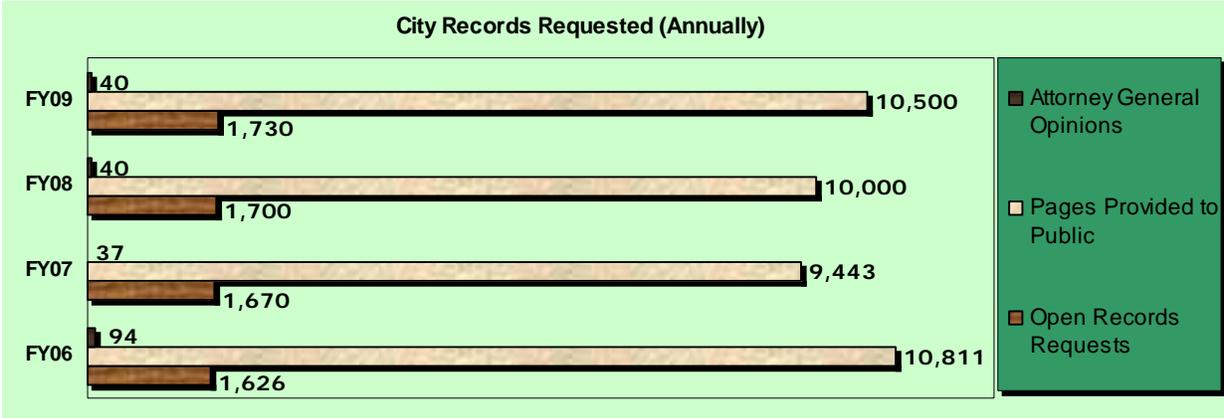
Trend: All elections were achieved without challenges. No irregularities were determined at any election. The new electronic election equipment has increased the efficiency of the election process.

Goal 2 (correlates with City Goal 1)

This program will provide for an efficient, economical and effective control over the creation, distribution, organization, maintenance, use, and disposition of all city records through a comprehensive system of integrated procedures for the management of records and/or ultimate disposition in accordance with state law.

Objective A:

Records Management Program - To provide city information to requestors timely, efficiently and according to the State law and increase the number of open records requests by 1% and information requests processed by 5% annually



Trend: Measures of a successful records management program were achieved. The adoption and implementation of the City of Friendswood open records policy was accomplished. Records Coordinators will be trained in use of the policy with updated training as necessary. The program consists of managing the Records Centers, the records retention program, the open records program and coordination with all departments on all aspects of records management.

Goal 3 (correlates with City Goal 6)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Indexing & Laserfiched Documents	Yes	Yes	Yes	Yes

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

Goal 4 (correlates with City Goal 1)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Continued development of use of electronic media	Yes	Yes	Yes	Yes

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

Goal 5 (correlates with City Goal 6)

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

Objective A:

Processing documents

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Alcohol permits	28	47	45	45
Bids Administered	21	17	20	20
Contracts	89	89	89	89
Copies made	331,268	335,029	350,000	350,000
Liens-filed	4	13	13	13
Notices posted-Council	46	41	42	43
Notices posted-others	139	133	135	137
Indexes of Records	38	38	41	41
Ordinances	28	21	23	25
Ordinances, Bids, Notices published	73	88	90	92
Resolutions	32	43	60	60

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

Goal 6 (correlates with City Goal 1)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Executive Sessions held	20	38	44	44
Public Hearings	23	20	42	42
Regular Meetings	24	24	24	24
Special Meetings	15	15	16	16
Pages of minutes	188	233	240	247
Special Sessions/Works Sessions	89	76	92	92

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

**City Secretary's Office
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Municipal Clerk	249,680	257,131	269,579	203,491	271,321	286,994	6.5%
Election Services	21,573	21,049	20,029	25,800	31,819	33,196	65.7%
Records Management	89,402	131,423	139,587	68,855	91,807	120,241	-13.9%
Department Total	\$360,655	\$409,603	\$429,195	\$298,146	\$394,947	\$440,431	2.6%

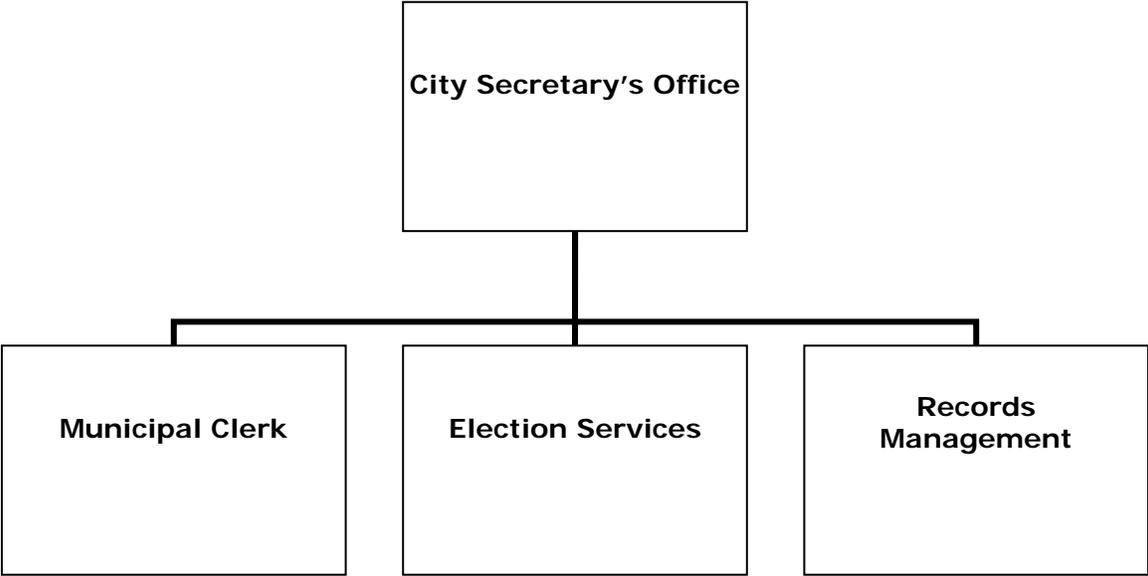
EXPENDITURE BY CLASSIFICATION

Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	304,213	317,211	333,563	255,772	338,448	366,467	9.9%
Supplies	21,447	17,857	18,877	16,555	22,073	17,126	-9.3%
Maintenance	0	0	0	0	0	140	0.0%
Services	24,041	74,535	76,755	25,819	34,426	56,698	-26.1%
Capital Outlay	10,954	0	0	0	0	0	0.0%
Department Total	\$360,655	\$409,603	\$429,195	\$298,146	\$394,947	\$440,431	2.6%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Municipal Clerk	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Election Services	0.0	0.2	0.2	0.2	0.2	0.2	0.0%
Records Management	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Department Total	5.0	5.2	5.2	5.2	5.2	5.2	0.0%

City Secretary's Office



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$156,330	\$162,192	\$173,569	\$130,811	\$174,415	\$185,819
41-30 OVERTIME PAY	7,588	5,559	5,559	7,664	10,219	5,559
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,720	1,910	1,910	1,900	2,533	2,090
41-44 VEHICLE ALLOWANCE	3,675	3,600	3,600	2,775	3,700	5,400
41-45 INCENTIVE-CERTIFICATE PAY	975	2,100	1,875	900	1,200	1,800
41-49 CELL PHONE ALLOWANCE	1,063	1,020	1,020	808	1,077	1,020
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	12,319	13,216	14,346	10,540	14,053	15,117
47-20 TMRS RETIREMENT FUND	22,479	22,908	24,642	19,234	25,645	27,270
48-10 HEALTH/DENTAL INSURANCE	20,037	18,006	16,081	11,029	14,705	16,081
48-20 LIFE INSURANCE	419	349	382	349	465	400
48-30 DISABILITY INSURANCE	704	717	785	594	792	821
48-40 WORKERS COMP INSURANCE	291	345	601	244	325	281
48-50 EAP SERVICES	179	171	171	128	171	171
48-90 FLEX PLAN ADMINISTRATION	194	186	186	177	236	186
Subtotal of PERSONNEL	\$227,973	\$232,279	\$244,727	\$187,153	\$249,537	\$262,015
51-00 OFFICE SUPPLIES	\$2,830	\$4,396	\$4,396	\$2,974	\$3,965	\$4,528
54-00 OPERATING SUPPLIES	127	1,134	1,134	87	116	550
58-00 OPERATING EQUIPMENT <\$5,000	2,783	335	335	0	0	345
Subtotal of SUPPLIES	\$5,740	\$5,865	\$5,865	\$3,061	\$4,081	\$5,423
68-00 EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
73-50 SURETY BONDS	\$0	\$73	\$73	\$71	\$95	75
74-00 OPERATING SERVICES	1,054	4,626	4,626	341	455	4,765
74-01 POSTAL AND COURIER SERVICES	1,763	2,058	2,058	1,773	2,364	2,120
74-11 PROFESSIONAL/CODE SERVICE	0	0	0	0	0	0
74-91 ADVERTISING/PUBLIC NOTICE	2,868	2,740	2,740	0	0	2,822
74-97 RECRUITMENT ADVERTISING	72	0	0	36	48	0
75-10 TRAINING	2,520	4,082	4,082	1,793	2,391	4,204
75-20 TRAVEL REIMBURSEMENTS	2,635	4,349	4,349	2,785	3,713	4,479
75-30 MEMBERSHIPS	1,071	1,059	1,059	588	784	1,091
78-00 CONTRACT SERVICES	3,984	0	0	5,890	7,853	0
78-30 RENTAL	0	0	0	0	0	0
Subtotal of SERVICES	\$15,967	\$18,987	\$18,987	\$13,277	\$17,703	\$19,556
88-00 CAPITAL EQUIPMENT	0	0	0	0	\$0	0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Totals for MUNICIPAL CLERK	\$249,680	\$257,131	\$269,579	\$203,491	\$271,321	\$286,994

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$1,382	\$0	\$0	\$3,665	\$3,665	\$0
41-30 OVERTIME PAY	0	1,184	1,184	0	0	1,184
42-20 PART-TIME WAGES	1,533	0	0	3,075	3,075	6,271
47-10 SOCIAL SECURITY/MEDICARE	102	243	243	505	505	243
47-20 TMRS RETIREMENT FUND	184	157	157	493	493	163
48-40 WORKERS COMP INSURANCE	2	2	2	6	6	2
Subtotal of PERSONNEL	\$3,203	\$1,586	\$1,586	\$7,744	\$7,744	\$7,863
54-00 OPERATING SUPPLIES	\$5,035	\$5,199	\$5,199	\$7,177	\$9,569	\$10,655
58-00 OPERATING EQUIPMENT <\$5,000	9,894	5,534	5,534	5,999	7,999	122
Subtotal of SUPPLIES	\$14,929	\$10,733	\$10,733	\$13,176	\$17,568	\$10,777
67-00 COMPUTER EQUIP MAINT	\$0	\$0	\$0	\$0	\$0	\$140
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$140
74-01 POSTAL/COURIER SERVICES	\$124	\$0	\$0	\$160	\$213	\$271
74-91 ADVERTISING/PUBLIC NOTICE	71	206	206	0	0	212
75-10 TRAINING	138	113	113	95	127	116
75-20 TRAVEL REIMBURSEMENTS	469	216	216	155	207	222
78-00 CONTRACT SERVICES	1,995	3,424	2,404	4,470	5,960	8,681
78-30 RENTAL	644	4,771	4,771	0	0	4,914
Subtotal of SERVICES	\$3,441	\$8,730	\$7,710	\$4,880	\$6,507	\$14,416
Totals for ELECTION SERVICES	\$21,573	\$21,049	\$20,029	\$25,800	\$31,819	\$33,196

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$48,922	\$53,561	\$57,795	\$39,529	\$52,705	\$60,023
41-30 OVERTIME PAY	1,320	4,440	4,440	3,262	4,349	4,440
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	95	90	90	85	113	150
41-45 INCENTIVE-CERTIFICATE PAY	325	300	300	175	233	300
41-90 ACCRUED PAYROLL	0	0	0	876	1,168	0
47-10 SOCIAL SECURITY/MEDICARE	3,560	4,424	4,786	3,183	4,244	4,918
47-20 TMRS RETIREMENT FUND	6,650	7,668	8,304	5,834	7,779	8,871
48-10 HEALTH/DENTAL INSURANCE	11,559	12,232	10,861	7,406	9,875	17,239
48-20 LIFE INSURANCE	140	117	128	115	153	131
48-30 DISABILITY INSURANCE	222	240	262	188	251	268
48-40 WORKERS COMP INSURANCE	87	121	131	72	96	96
48-50 EAP SERVICES	118	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	39	39	39	64	85	39
Subtotal of PERSONNEL	\$73,037	\$83,346	\$87,250	\$60,875	\$81,167	\$96,589
51-00 OFFICE SUPPLIES	\$778	\$319	\$319	\$115	\$153	\$329
54-00 OPERATING SUPPLIES	0	106	106	16	21	109
58-00 OPERATING EQUIPMENT <\$5,000	0	834	1,854	187	249	488
Subtotal of SUPPLIES	\$778	\$1,259	\$2,279	\$318	\$424	\$926
74-00 OPERATING SERVICES	\$1,595	\$8,764	\$8,764	\$2,071	\$2,761	\$9,027
74-11 PROFESSIONAL/CODE SVC	2,535	36,288	36,288	1,680	2,240	8,641
75-10 TRAINING	100	72	72	120	160	74
75-20 TRAVEL REIMBURSEMENTS	243	613	613	551	735	631
75-30 MEMBERSHIPS	0	72	72	0	0	74
78-00 CONTRACT SERVICES	160	1,009	4,249	3,240	4,320	4,279
Subtotal of SERVICES	\$4,633	\$46,818	\$50,058	\$7,662	\$10,216	\$22,726
86-00 FURNITURE AND FIXTURES	\$10,954	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$10,954	\$0	\$0	\$0	\$0	\$0
Totals for RECORDS MANAGEMENT	\$89,402	\$131,423	\$139,587	\$68,855	\$91,807	\$120,241

Mission Statement

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

Current Operations

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

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

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

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

Highlights of the Budget

The FY 2008-09 Proposed Budget continues to fund important citywide communications programs, including the Focus on Friendswood newsletter as well as the City's Public-Educational-Governmental (PEG) access channel. The Focus on Friendswood newsletter contains valuable City news, events, and announcements and is mailed to residents quarterly. This year will mark the third year that the City's new PEG channel is utilized, and the second full year that City Council meetings will be televised on the channel. It will also mark the first full year that the City's upgraded multi-camera system is operational in the City Council chamber. The goal of the channel is to communicate with residents about City related programs, meetings, services, events, job postings, and emergency information.

Since 2003, the City's Economic Development office has contracted with a professional marketing firm to assist with a comprehensive communication campaign. They generate news releases, media information and contacts, printed materials, direct mail campaigns, and a special electronic newsletter. The Economic Development Office also sponsors an annual broker/developer workshop focused on the benefits of doing business in Friendswood. This event is attended by approximately 50 Houston area real estate brokers, developers, and bank representatives. The Economic Development Coordinator participates in regional, state, and national site visits, tradeshow, and conferences to promote commercial development to the city.

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

DEPARTMENTAL GOALS AND MEASURES

Goal 1 (correlates with City Goals 1 & 6)

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

Objective A:

Conduct strategic planning activities

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Long-Range Planning Sessions Conducted with City Council	--	1	2	2
Long-Ranging Planning Meetings with Senior Staff	5	4	5	4

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Departmental work plans that include elements that directly or indirectly support Council goals.	6	6	6	6

Goal 2 (correlates with City Goal 1)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Agenda Preparation Number of Items	360	370	360	360
Council meetings attended	36	36	36	36

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Information requests completed for other agencies.	10	12	12	12

Goal 3 (correlates with City Goal 1)

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

Objective A:

Promote interaction and collaboration with Friendswood citizens and civic associations.

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Requests for staff representation at association meetings	12	12	12	10
Meetings attended by Staff	12	12	12	12
Notices, bulletins, or other informational media provided to associations.	18	18	18	18
Specific citizen inquiries/complaints addressed	150	185	190	190

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Releases, advisories, or tip sheets prepared	150	150	140	140

Objective C:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Surveys and "straw polls" conducted	--	--	--	--
Focus on Friendswood newsletter editions	4	3	4	4
City Meetings Broadcast on PEG channel	--	18	36	48

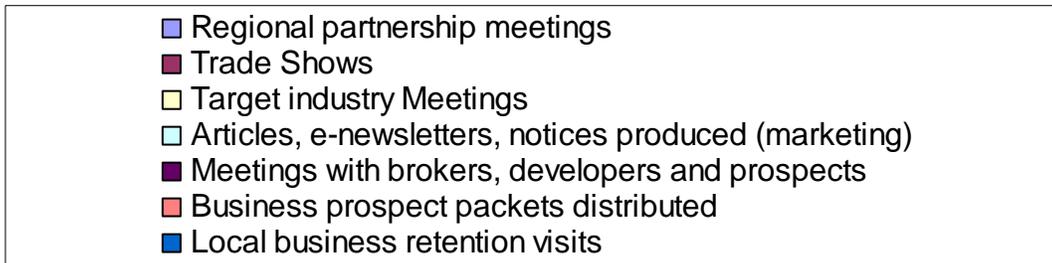
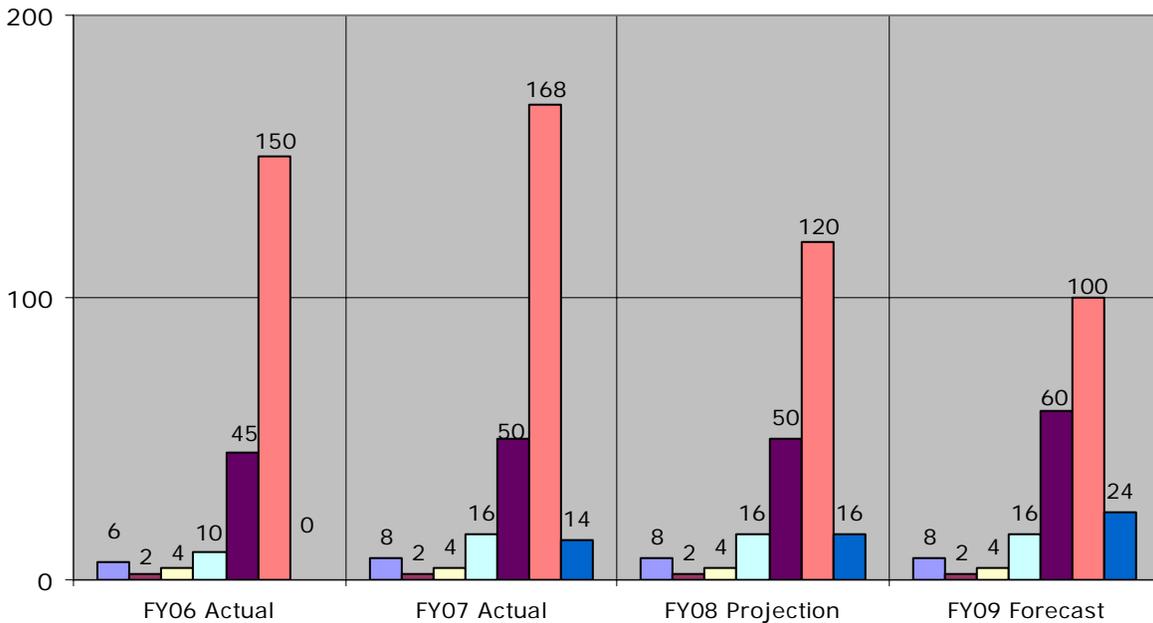
Goal 4 (correlates with City Goals 2 & 4)

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

Objective A:

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

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



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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Speeches at area association meetings	6	2	4	4
Articles, presentations, or other notices produced	3	2	2	4

Objective C:
 Provide support to CEDC Initiatives.

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
CEDC meetings attended	12	12	16	14

**City Manager's Office
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	450,960	500,402	500,839	552,739	727,484	543,765	8.6%
Economic Development	197,693	225,248	269,438	172,949	230,599	247,653	-8.1%
Department Total	\$648,653	\$725,650	\$770,277	\$725,688	\$958,083	\$791,418	2.7%

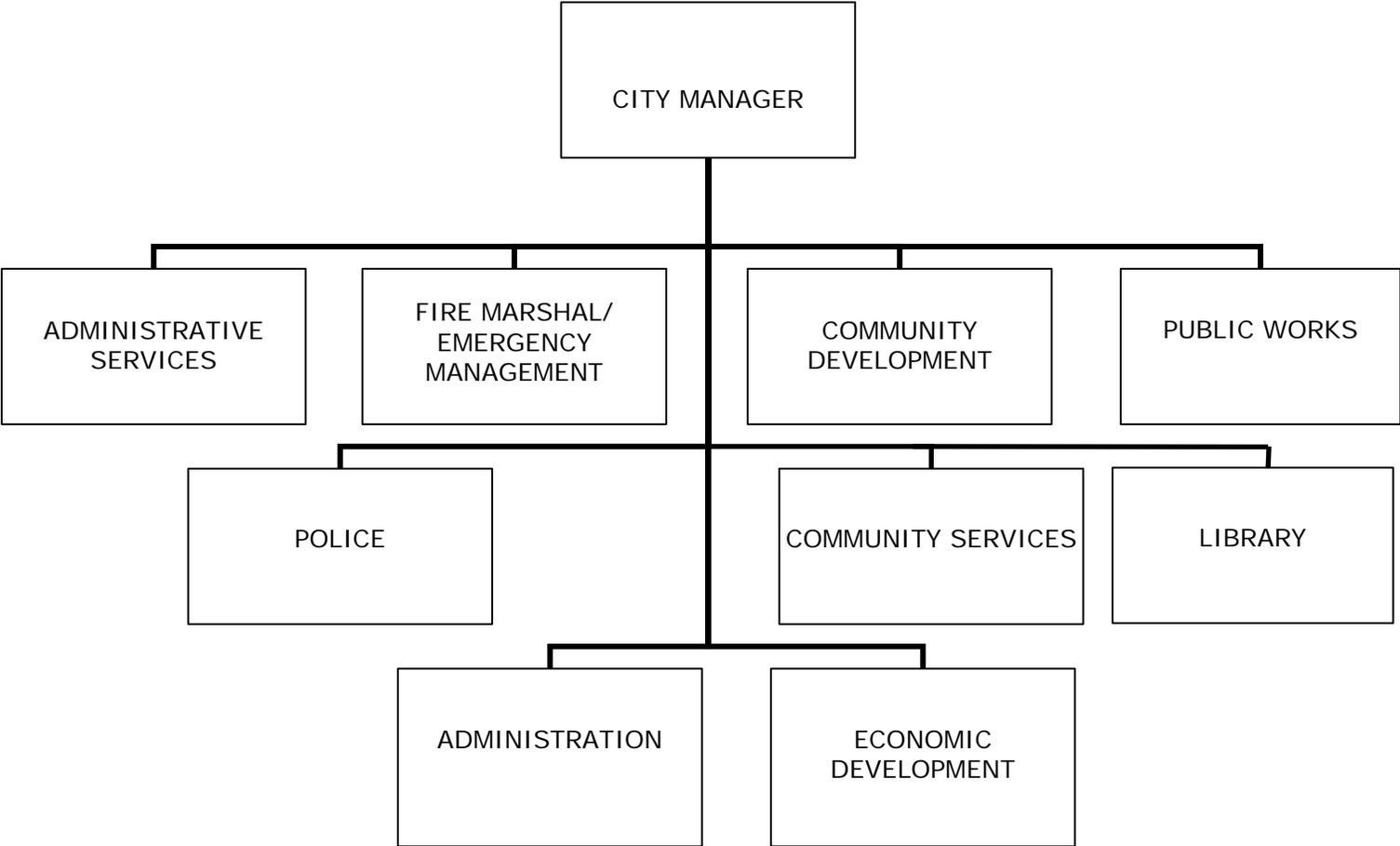
EXPENDITURE BY CLASSIFICATION

Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	484,673	504,186	497,328	551,181	735,098	562,213	13.0%
Supplies	17,504	26,281	26,281	7,372	9,830	25,422	-3.3%
Maintenance	0	0	0	0	0	0	0.0%
Services	146,476	170,183	219,168	138,060	184,080	193,783	-11.6%
Capital Outlay	0	25,000	27,500	29,075	29,075	10,000	0.0%
Department Total	\$648,653	\$725,650	\$770,277	\$725,688	\$958,083	\$791,418	2.7%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	4.5	5.0	4.5	4.5	4.5	4.5	0.0%
Legal	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Economic Development	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Department Total	5.5	6.0	5.5	5.5	5.5	5.5	0.0%

City Manager's Office



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$246,966	\$265,432	\$269,062	\$354,391	\$472,521	\$303,464
41-20 PART-TIME WAGES	0	0	0	0	0	0
41-30 OVERTIME PAY	5,913	4,938	4,938	4,501	6,001	4,938
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,201	1,440	1,234	1,155	1,540	2,410
41-44 VEHICLE ALLOWANCE	7,913	5,700	5,700	5,863	7,817	11,400
41-45 INCENTIVE-CERTIFICATE PAY	1,175	2,400	2,400	1,350	1,800	3,000
41-49 CELL PHONE ALLOWANCE	1,550	1,440	1,440	1,290	1,720	2,040
40-60 MOVING ALLOWANCE	20,000	0	0	0	0	0
41-90 ACCRUED PAYROLL	116	0	0	0	0	0
42-20 PART-TIME WAGES	9,805	27,884	10,884	6,556	8,917	10,884
47-10 SOCIAL SECURITY/MEDICARE	20,032	23,838	22,621	21,065	28,100	25,262
47-20 TMRS RETIREMENT FUND	37,369	36,565	37,767	49,032	65,376	44,069
47-31 ANNUAL 457 CONTRIBUTION	0	0	0	0	0	0
48-10 HEALTH/DENTAL INSURANCE	23,697	23,959	18,994	14,774	19,699	25,216
48-20 LIFE INSURANCE	667	571	592	549	732	650
48-30 DISABILITY INSURANCE	1,127	1,174	1,216	921	1,228	1,336
48-40 WORKERS COMP INSURANCE	506	631	576	389	520	451
48-50 EAP SERVICES	251	342	342	162	216	342
48-90 FLEX PLAN ADMINISTRATION	178	141	141	223	297	141
Subtotal of PERSONNEL	\$378,466	\$396,455	\$377,907	\$462,221	\$616,485	\$435,603
51-00 OFFICE SUPPLIES	\$3,410	\$4,662	\$4,662	\$2,001	\$2,668	\$4,802
52-00 PERSONNEL SUPPLIES	180	0	0	0	0	0
54-00 OPERATING SUPPLIES	2,889	1,133	1,133	958	1,277	1,167
58-00 OPERATING EQUIPMENT <\$5,000	2,047	1,600	1,600	1,564	2,085	0
Subtotal of SUPPLIES	\$8,526	\$7,395	\$7,395	\$4,523	\$6,031	\$5,969
71-60 EXECUTIVE SEARCH SERVICES	\$2,953	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	822	2,573	2,573	1,157	1,543	2,650
74-01 POSTAL AND COURIER SERVICES	408	0	0	648	864	1,000
74-21 FRIENDSWOOD NEWSLETTER	38,101	43,223	43,223	19,886	26,515	44,520
74-92 SPECIAL EVENTS	312	1,543	1,543	1,440	1,920	1,589
74-97 RECRUITMENT ADVERTISING	36	0	0	36	48	0
75-10 TRAINING	2,769	3,921	3,921	2,721	3,628	4,039
75-20 TRAVEL REIMBURSEMENTS	7,076	7,513	7,513	3,772	5,029	7,738
75-30 MEMBERSHIPS	1,488	2,779	2,779	1,974	2,632	2,862
75-40 PUBLICATIONS	178	0	0	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	169	225	0
78-00 CONTRACT SERVICES	9,825	10,000	26,485	25,117	33,489	27,795
Subtotal of SERVICES	\$63,968	\$71,552	\$88,037	\$56,920	\$75,893	\$92,193
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$2,500	\$2,793	\$2,793	\$0
88-00 CAPITAL EQUIPMENT	0	25,000	25,000	26,282	26,282	10,000
Subtotal of CAPITAL	\$0	\$25,000	\$27,500	\$29,075	\$29,075	\$10,000
Totals for ADMINISTRATION	\$450,960	\$500,402	\$500,839	\$552,739	\$727,484	\$543,765

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$75,321	\$75,176	\$85,290	\$64,269	85,692	\$89,696
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	440	505	505	500	667	565
41-44 VEHICLE ALLOWANCE	3,675	3,600	3,600	2,775	3,700	5,400
41-45 INCENTIVE-CERTIFICATE PAY	1,200	2,400	2,400	900	1,200	1,800
41-49 CELL PHONE ALLOWANCE	1,063	1,020	1,020	808	1,077	1,020
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	6,005	6,275	7,100	5,143	6,857	7,472
47-20 TMRS RETIREMENT FUND	10,711	10,876	12,307	9,198	12,264	13,479
48-10 HEALTH/DENTAL INSURANCE	7,042	7,082	6,306	4,730	6,307	6,307
48-20 LIFE INSURANCE	197	164	188	170	227	196
48-30 DISABILITY INSURANCE	333	337	386	289	385	402
48-40 WORKERS COMP INSURANCE	142	156	179	121	161	133
48-50 EAP SERVICES	59	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	19	83	83	14	19	83
Subtotal of PERSONNEL	\$106,207	\$107,731	\$119,421	\$88,960	\$118,613	\$126,610
51-00 OFFICE SUPPLIES	\$491	\$0	\$0	\$0	\$0	\$0
54-00 OPERATING SUPPLIES	8,300	18,886	18,886	2,849	3,799	19,453
58-00 OPERATING EQUIPMENT	187	0	0	0	0	0
Subtotal of SUPPLIES	\$8,978	\$18,886	\$18,886	\$2,849	\$3,799	\$19,453
74-00 OPERATING SERVICES	\$5,308	\$4,604	\$4,604	\$351	468	\$4,742
74-01 POSTAL AND COURIER SERVICES	672	515	515	47	63	530
74-91 ADVERTISING/PUBLIC NOTICE	1,236	8,233	8,233	1,614	2,152	8,480
74-92 SPECIAL EVENTS	213	0	0	0	0	0
75-10 TRAINING	2,470	2,690	2,690	780	1,040	2,771
75-20 TRAVEL REIMBURSEMENTS	2,832	5,457	5,457	791	1,055	5,621
75-30 MEMBERSHIPS	1,690	1,761	1,761	2,505	3,340	1,814
75-40 PUBLICATIONS	75	0	0	0	0	0
78-00 CONTRACT SERVICES	68,012	75,371	107,871	75,052	100,069	77,632
Subtotal of SERVICES	\$82,508	\$98,631	\$131,131	\$81,140	\$108,187	\$101,590
Totals for ECONOMIC DEVELOPMENT	\$197,693	\$225,248	\$269,438	\$172,949	\$230,599	\$247,653

Administrative Services

Mission Statement

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

Current Operations

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

Staff continues to use technological advancements to improve efficiency. During fiscal year 2007-08, staff completed the implementation of an automated time and attendance system. The system provides accurate recording of time worked and leave taken. Implementation replaced a partially manual system and has reduced the amount of time spent city-wide to prepare payroll.

Staff completed implementation of GASB Statement 34. The infrastructure for the City's street and drainage systems were added to the annual financial report. Staff is currently adding the information to our fixed asset system.

The Finance staff is responsible for preparing the City's annual budget, working with the external auditors to perform the annual audit and prepare the Comprehensive Annual Financial Report. The City has received the Award for Excellence in Financial Reporting from the Government Finance Officers Association, the premier, national, municipal finance organization, for 20 consecutive years. For the fifth consecutive year, the City was awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association. The guidelines for this program assess how well an entity's budget serves as a policy document, a financial plan, an operational plan and a communications device.

Utility Billing/Customer Service personnel provide billing, collection and customer information services for 11,871 accounts. This includes processing approximately 71,000 bills and payments annually, as well as handling 25,000 phone calls and walk-in customers in an average year. This area faces daily challenges as they deal with customers and apply the City's billing and collection policies that are set by City ordinance or resolution. Their goal is to apply equitable, quality service to all City utility customers.

Municipal Court's function is to bring a fair and impartial conclusion to all misdemeanor cases filed in the City. The Court Office is responsible for maintaining accurate records of all court cases filed and disposed of in the City, as well as processing payments and serving warrants. With the exception of holidays, the Municipal Court holds court each Wednesday at 6:30 p.m. and at 8:30 a.m. on the second and fourth or fifth Wednesdays at the City's Public Safety Building. Current activity level indicates we will process approximately 13,300 Class C Misdemeanors during 2007-08. Semi-monthly daytime court settings, in addition to the weekly evening court setting, help minimize the delay in setting court dates.

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

Administrative Services

The **Human Resources/Risk Management** Division is responsible for all human resource and risk management functions, which includes but not limited to personnel recruitment and retention, compensation, EEO compliance, employee benefits, training and development, new employee retention, employee safety, unemployment claims, liability and property claims, personnel policy interpretation and updates. Highlights for the year were the implementation of a new salary schedule for city employees that will assist in recruitment and retention of qualified staff and the updating of key city personnel policies. The Division also implemented a new electronic position classification system. The position classification system measures job duties based on the job description and assist in determining the appropriate pay grade. Risk management has established an employee safety committee to assist in promoting safety in the workplace. The Employee's Wellness Committee hosted several programs to promote a healthier lifestyle.

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

Information Technology Services operates and maintains the City's computer hardware and software, and assists staff in hardware and software usage and training. The computer systems include two IBM iSeries systems. One is located in City Hall and processes the software for finance, accounting, land management, building permits, utility billing, work orders, fleet management and Municipal Court. The second one is located at the Public Safety Building and hosted the Police Department's former Crimes and Computer Aided Dispatch software. The Public Safety iSeries is no longer active and currently serves to host historical data until a complete data conversion is completed during 2008-09. The City network includes fiber optic cable and data communications equipment connecting all City buildings to six Windows based servers, a firewall and a Storage Area Network (SAN) located at City Hall, one server at the Police Department, and two servers at the Library. These servers provide for e-mail, file storage, web site, on-line services and various other applications. The IT staff supports over 40 different applications and software interfaces, a standard set of desktop office applications, and all new technology items installed in the Public Safety Building. IT also provides support for the operation of the City's cable TV channel and formatting of content. The City's web site is managed by the IT Staff. IT currently supports E-Gov applications for Utility Bill inquiry and payment, Court case inquiry and payment, Building Permit inquiry and inspection scheduling.

In fiscal year 2007-08, the IT department implemented an upgrade to the software utilized by the Police Department and Friendswood Volunteer Fire Department by migrating to the OSS1 software. The system will interconnect with surrounding police and fire departments to allow our citizens access to open records information, online availability of accident reports and names of jail occupants. The most significant feature of this system will be the increased information and capabilities available to the officer in the field.

Highlights of Proposed Budget

- IT – OSS1 software maintenance, data circuit and air time for mobile data terminal air cards, \$36,546
- Finance – Appraisal district fee increase, \$30,379
- Municipal Court – Salary adjustment for judge, associate judge and prosecutors, \$5,000
- Utility Billing - Postage increase, \$8,667

Departmental Goals and Measures

Goal 1 (correlates with City Goals 1 & 6)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Release monthly financial statement by the 15 th of the following month.	85%	90%	100%	100%

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

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Annual financial report meets criteria established by the Government Finance Officers Association and receives GFOA award for excellence in financial reporting.	Yes	Yes	Yes	Yes

Trend: This certification was achieved for the 20th consecutive year with the 2006-07 CAFR document and staff intends to continue this tradition.

Goal 2 (correlates with City Goal 2)

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

Objective A:

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

Administrative Services

Measure (Days)	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Fund balance will cover at least 90 days (25%) of current year budgeted expenditures.	148	151	154	154

Trend: The estimated fund balance for 2007-08 is \$10.5 million. The 90-day operating reserve target is \$5.11 million. Other designations total \$266,243, leaving \$5.12 million available for future projects.

Goal 3 (correlates with City Goals 1, 2, & 6)

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

Objective A:

Prepare the proposed budget on or before August 1.

Measure	FY06 Actual	FY07 Actual	FY08 Actual	FY09 Forecast
Proposed budget delivered to Mayor and Council	8/1/05	8/1/06	7/31/07	8/1/08

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Actual	FY09 Forecast
Adopted budget delivered to City Council and Staff	11/30/05	09/25/06	10/03/07	10/01/08

Objective C:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Prepare Budget Amendment I by December 31	02/20/06	03/26/07	01/14/08	12/31/08
Prepare Budget Amendment II by April 30	08/14/06	06/18/07	07/21/08	04/30/09
Prepare Budget Amendment III by October 31	11/01/06	09/10/07	10/31/08	10/31/09

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

Highlights of Proposed Budget

- Municipal Court – Annual Salary Increase for Judge, Associate Judge and Prosecutors, \$5,000
- Municipal Court (building security fund purchase) – Increase court support for warrant officer (police department and fire marshal’s office overtime), \$52,568
- Municipal Court (court technology fund purchase) – Interactive Voice Response System, \$48,000
- Municipal Court (court technology fund purchase) – Visual Aid Equipment for Court Room, \$27,461

Goal 4 (correlates with City Goals 5 & 6)

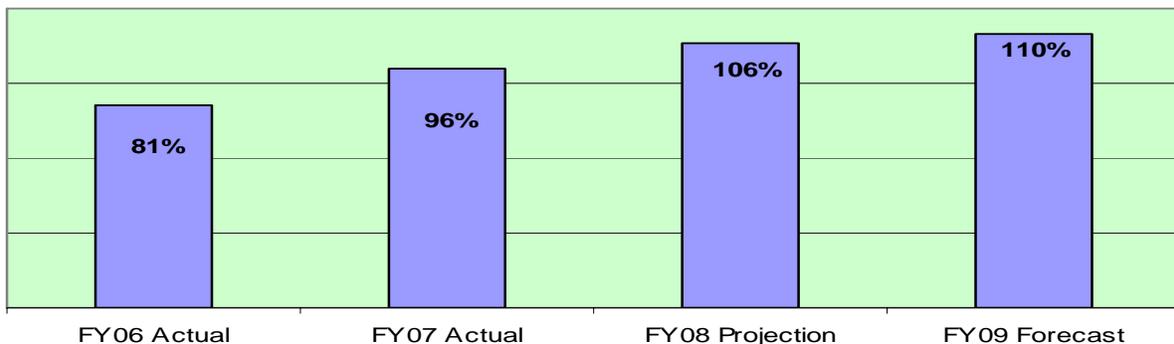
The goal for the Municipal Court is to handle violations in accordance with State Law, City Ordinance and policies set by the municipal judge, to see that every person is treated fairly and equally, and to manage court operations efficiently.

Objective A:

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

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

Measure: Annual Clearance Ratio of 100% or greater



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

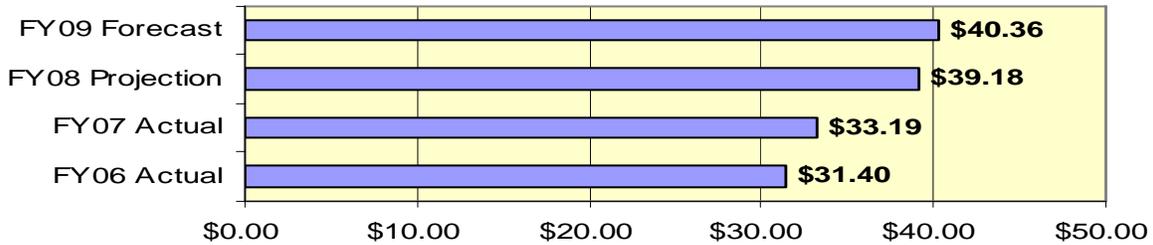
Trend: The Municipal Court has implemented new procedures and programs to assist in processing its cases. Fail to Appear or Violate Promise to Appear charges are filed the day following a missed court appearance. A bond is required to be posted by a defendant to reschedule a court appearance. The court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

Objective B:

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

Administrative Services

Measure: Cost Per Disposed Case less than \$45



Trend: The Municipal Court currently has 11 staff members, including the Presiding Judge, the Associate Judge and 2 prosecutors. The personnel expenses for the court have increased over the past year due to the addition of another staff member and the new personnel policies. The rising fuel cost is another factor in the increase in court expenses. The warrant officer is on the road each day to assist in transporting defendants from one jurisdiction to Friendswood, as well as trying to locate our local warrants. Since the move to the Public Safety Building, a staff member must make at least one trip to City Hall, the post office or the bank each day, increasing the mileage expense. Travel expense to and from training seminars will also increase over the remainder of the fiscal year 2007-2008 and into fiscal year 2008-2009.

The Friendswood Police Department issued just under 8,200 citations for the fiscal year ending 9/30/02. The number of citations issued continued to increase with 11,630 in fiscal year 2003, 13,130 in 2004, 14,330 in fiscal year 2005, and 15,000 for 2006. The number of citations for fiscal year ending 9/30/07 was 13,272, an 11.5% decrease. The Friendswood Police Department is utilizing automatic citation writers, enabling the Municipal Court to electronically download the citations into the court system. Approximately 25% of the citations are entered electronically and 75% require manual entry. Printer issues have delayed full use of the automatic citation writers. The printers are in the process of being replaced, which should be completed before the end of fiscal year 2007-2008. Once this issue is resolved, the citation writers should eliminate the need for the majority of manual data entry and allow Municipal Court staff to fully utilize the technology available.

Objective C:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
To clear a minimum of 100% of all outstanding warrants annually.	39%	126% *	134% *	150% *

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

Trend: The Municipal Court now designates two clerks to assist the warrant officer in processing warrants. The dispatchers in the Police Department receive a list of new outstanding warrants, which are then entered into SETCIC. Once a

Administrative Services

warrant is in SETCIC, a defendant with outstanding Friendswood warrants is subject to arrest by agencies in the surrounding area. These cases are also entered into OMNIBASE, the Failure to Appear Program for the State of Texas. Due to the increase of warrants entered into SETCIC, the number of arrests has increased from approximately 300 in 2005-2006 to over 800 (projected) for 2007-2008.

Due to the level of outstanding revenues owed to the state from court fines and fees, the legislature has made collections a priority for courts. The current legislation requires all cities with a population of 100,000 to develop collection programs. The legislation requires the cities use both outside collection resources as well as develop in-house programs. In April 2008, the City contracted with Perdue, Brandon, Fielder, Collins and Mott to collect the court's outstanding warrants. In April, the court submitted cases from 2003 thru 2007 to the collection agency and will continue sending additional warrants 60 days from date warrant was issued. As an indication of the agency's collection rate success for the city, 44 cases were cleared in the first 3 weeks of April.

Goal 5 (correlates with City Goals 1 & 6)

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

Objective A:

Provide reliable computer systems for the users by reducing unscheduled down time.

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Maximize system, network, and server availability during users' normal work hours	99%	99%	99.9%	99.9%

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

Objective B:

Provide prompt response to computer system problems

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Respond promptly to priority 1 call for service	Avg. < 30 Minutes	Avg. < 30 Minutes	Avg. < 30 Minutes	Avg. < 30 Minutes
Resolve problem or enlist contract assistance promptly	Avg. < 1 Hour	Avg. < 1 Hour	Avg. < 1 Hour	Avg. < 1 Hour

Trend: Calls are rated Priority 1 calls when the user needs immediate attention and cannot perform normal duties. Examples include the user's computer being inoperable, user being unable to print or not being able to access the network or certain network resources. Users will communicate directly with IT staff via telephone, cell phone or in person. Priority 2 problems are those that do not require

Administrative Services

immediate attention. Users will communicate these problems to the IT staff via E-mail or voice mail. The response time will be estimated and communicated back to the user. Priority 3 issues will be new initiatives, such as software installations. Users will communicate their needs to the IT division via E-mail. Requests will then be approved, scheduled and a response communicated back to the user.

Goal 6 (correlates with City Goals 5 & 6)

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

Objective A:

Increase training and safety programs provided by 8%, annually, to educate the City's workforce in best practices to reduce or avoid workplace injuries and illnesses

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Provide safety meetings to CDD/PW and Community Services employees.	17	15	15	17
Provide safety programs to other employees	10	10	10	10

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

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Inspect all city facilities	1 per year	1 per year	1 per year	1 per year
Observe safety habits of work crews	Weekly	Weekly	Weekly	Weekly
Meet with maintenance personnel as needed	12 Meetings per year	12 Meetings per year	12 Meetings per year	12 Meetings per year
Assist with emergency management & fire drills in city facilities	1 per year	1 per year	1 per year	1 per year

Administrative Services

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

Objective C:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
# Lost workdays due to injuries or illness	19	19	0	0
# Work-related injury/illness reportable incidents	11	5	5	5

Trend: In fiscal year 2008, we have experienced 0 work injuries that resulted in lost time. There have been 5 injuries that are classed as reportable. Each injury accident is investigated and whenever possible corrective action is taken to eliminate the factor that caused the accident.

Goal 7 (correlates with City Goal 6)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Develop procedures for HR staff to follow when hiring new employees (from recruitment advertising through the New Employee Orientation)	Review and refine the process	Continued Review/refinement	Continued Review/Refinement	Continued Review/Refinement
Conduct monthly New Employee Orientation sessions that cover the required new hire documentation and introduces the new employee to the City	12	12	11	12

Administrative Services

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

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Job applications processed manually	1000	1200	1440	1728
The number of jobs posted on the City's official web site	40	30	23	30
The number of ads placed in the City's official newspaper	65	50	38	45
Number of ads placed with other sources (TML, Colleges, Professional Publications, etc.)	14	10	12	17

Trend: The number of applications received in response to job ads has been strong. In some skill or education specific positions, recruitment has been difficult. We expect the trend to continue because of high demand for skilled, technical, and professional positions. To address this issue alternative recruitment methods and tools will be implemented to attract the best available employees. Increased recruitment efforts should increase the number of applications received.

Goal 8 (correlates with City Goal 6)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Number of positions reviewed for classification by the Classification and Pay Plan Committee	4	6	All Full-Time Positions	5
City salary survey conducted by June 15	Completed 06/28/06	Completed 06/20/07	Completed 07/30/08	Target 09/30/09
Specific position salary surveys conducted	15	10	3	10

Administrative Services

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

**Administrative Services
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Finance	581,315	667,711	728,997	497,061	662,748	724,373	-0.6%
Other Functions	1,215,128	153,009	153,009	147,594	183,174	209,478	36.9%
Municipal Court	441,360	552,221	595,990	390,524	418,968	570,199	-4.3%
Human Resources	314,583	982,042	364,150	231,248	308,331	377,093	3.6%
Insurance (GF)	117,460	150,190	150,190	95,296	127,061	154,696	3.0%
Risk Management (GF)	73,734	91,486	98,936	61,485	81,980	110,109	11.3%
Information Technology	676,106	635,642	650,311	454,220	605,627	738,024	13.5%
Utility Billing (W/S)	1,571,072	220,430	228,954	147,820	197,093	261,973	14.4%
Insurance (W/S)	75,813	101,406	101,406	79,675	106,233	104,447	3.0%
Risk Management (W/S)	3,254	44,810	14,810	3,891	5,188	15,255	3.0%
Department Total	\$5,069,825	\$3,598,947	\$3,086,753	\$2,108,814	\$2,696,403	\$3,265,647	5.8%

EXPENDITURE BY CLASSIFICATION

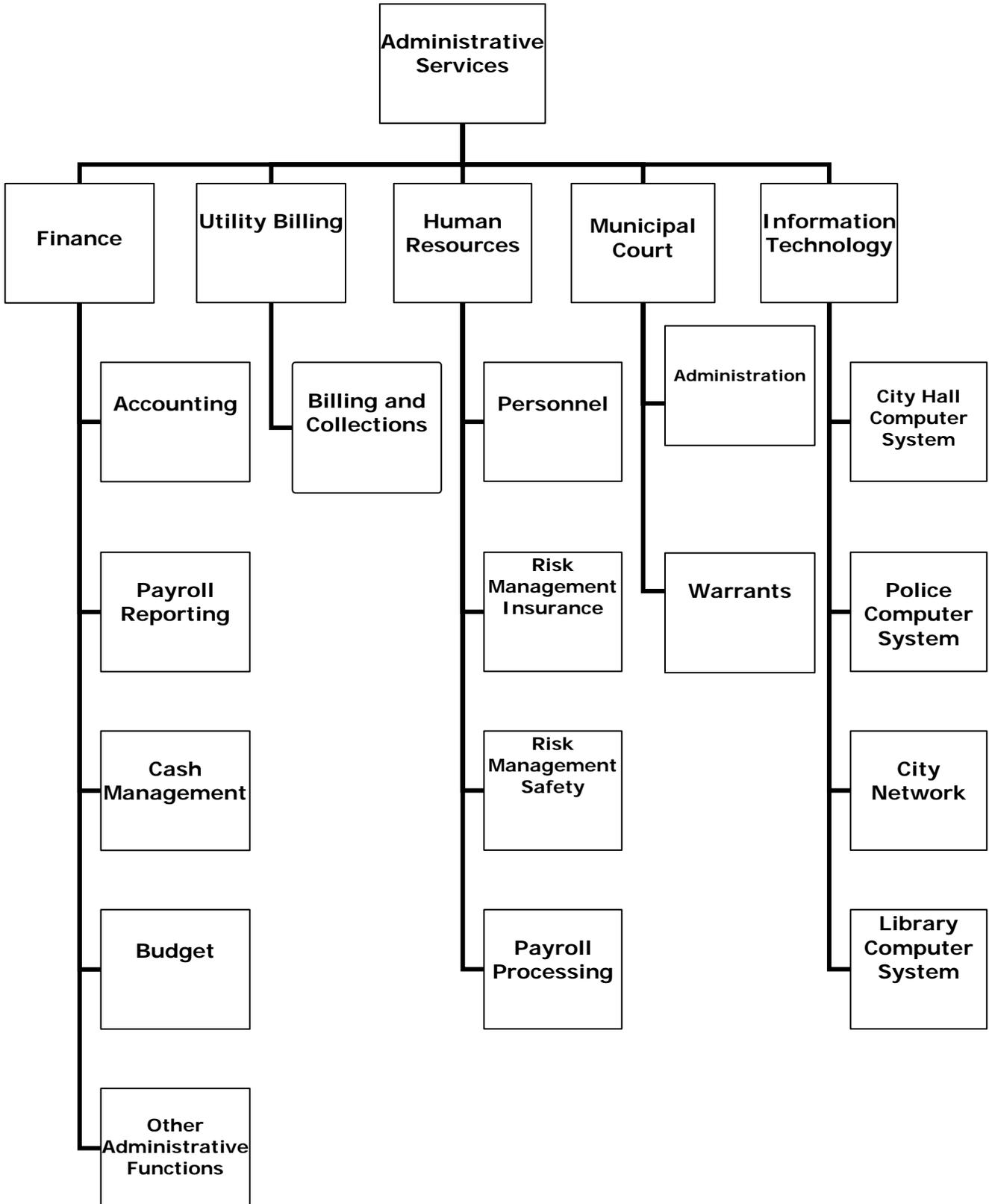
Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	1,566,271	2,427,828	1,906,807	1,331,037	1,673,316	1,925,112	1.0%
Supplies	75,100	112,693	112,693	58,914	78,551	85,670	-24.0%
Maintenance	80,267	80,665	80,665	42,412	56,549	73,112	-9.4%
Services	1,844,951	946,261	898,753	629,273	839,031	1,048,301	16.6%
Capital Outlay	87,966	1,500	1,500	992	992	46,545	0.0%
Other	1,415,270	30,000	86,335	46,186	47,964	86,907	0.7%
Department Total	\$5,069,825	\$3,598,947	\$3,086,753	\$2,108,814	\$2,696,403	\$3,265,647	5.8%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Finance	7.4	8.5	8.5	8.5	8.5	8.5	0.0%
Municipal Court	6.4	7.7	7.7	7.7	7.7	7.7	0.0%
Human Resources	5.0	4.0	4.0	4.0	4.0	4.0	0.0%
Risk Management (GF)	0.5	1.0	1.0	1.0	1.0	1.0	0.0%
Information Technology	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Utility Billing (W/S)	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Risk Management (W/S)	0.5	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	25.8	27.2	27.2	27.2	27.2	27.2	0.0%

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

Administrative Services



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$369,686	\$432,264	\$484,559	\$333,202	\$444,269	\$481,277
41-20 PART-TIME WAGES	0	9,880	0	0	0	0
41-30 OVERTIME PAY	3,294	1,317	1,317	1,754	2,339	1,317
41-43 LONGEVITY PAY	4,053	3,595	3,445	3,230	4,307	3,200
41-44 VEHICLE ALLOWANCE	3,375	3,600	3,600	1,875	2,500	0
41-45 INCENTIVE-CERTIFICATE PAY	1,700	4,200	3,075	2,438	3,251	6,600
41-49 CELL PHONE ALLOWANCE	978	1,020	1,020	553	737	0
41-90 ACCRUED PAYROLL	4,847	0	0	0	0	0
42-20 PART-TIME WAGES	16,125	0	12,493	8,683	11,577	13,364
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	28,389	34,421	38,995	25,625	34,167	38,577
47-20 TMRS RETIREMENT FUND	51,773	58,353	65,934	45,868	61,157	67,747
48-10 HEALTH/DENTAL INSURANCE	38,224	49,486	37,778	24,146	32,195	37,528
48-20 LIFE INSURANCE	973	938	1,066	884	1,179	1,043
48-30 DISABILITY INSURANCE	1,641	1,927	2,190	1,505	2,007	2,143
48-40 WORKERS COMP INSURANCE	699	898	1,020	612	816	713
48-50 EAP SERVICES	419	513	513	325	433	499
48-90 FLEX PLAN ADMINISTRATION	422	0	0	293	391	0
Subtotal of PERSONNEL	\$526,598	\$602,412	\$657,005	\$450,993	\$601,324	\$654,008
51-00 OFFICE SUPPLIES	\$2,729	\$3,501	\$3,501	\$2,832	\$3,776	\$4,120
54-00 OPERATING SUPPLIES	2,312	1,647	1,647	1,573	2,097	1,957
58-00 OPERATING EQUIPMENT <\$5,000	0	515	515	0	0	515
Subtotal of SUPPLIES	\$5,041	\$5,663	\$5,663	\$4,405	\$5,873	\$6,592
63-00 VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	0	\$0
68-00 EQUIPMENT MAINTENANCE	430	129	129	0	0	0
Subtotal of MAINTENANCE	\$430	\$129	\$129	\$0	\$0	\$0
71-20 AUDIT SERVICES	\$21,417	\$24,365	\$25,958	\$16,402	\$21,869	\$29,096
71-40 CONSULTING SERVICES	2,000	6,692	11,792	5,800	7,733	9,270
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	6,404	9,272	9,272	7,763	10,351	10,506
74-01 POSTAL AND COURIER SERVICES	2,245	1,596	1,596	2,128	2,837	2,850
74-91/ADVERTISING/PUBLIC NOTICE	122	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	506	0	0	72	96	0
75-10 TRAINING	3,202	3,218	3,218	3,409	4,545	4,923
75-20 TRAVEL REIMBURSEMENTS	1,710	3,949	3,949	4,681	6,241	5,480
75-30 MEMBERSHIPS	868	1,560	1,560	875	1,167	1,030
75-40 PUBLICATIONS	0	0	0	89	119	0
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	84	112	
78-00 CONTRACT SERVICES	10,772	8,855	8,855	360	480	618
Subtotal of SERVICES	\$49,246	\$59,507	\$66,200	\$41,663	\$55,551	\$63,773
Total for FINANCE	\$581,315	\$667,711	\$728,997	\$497,061	\$662,748	\$724,373

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	1,192	0	0	0	0	0
74-01 POSTAL AND COURIER SERVICES	505	0	0	0	0	0
74-31 TAX APPRAISAL SERVICES	83,231	89,174	89,174	89,174	118,899	143,728
74-32 TAX COLLECTION SERVICES	52,691	63,835	7,500	17,380	23,173	7,725
74-33 PROPERTY TAX REFUND	1,050,323	0	0	0	0	0
74-91 ADVERTISING/PUBLIC NOTICE	0	0	0	185	247	0
75-40 PUBLICATIONS	0	0	0	0	0	0
Subtotal of SERVICES	\$1,187,942	\$153,009	\$96,674	\$106,739	\$142,319	\$151,453
74-01 POSTAL AND COURIER	\$4,400	\$0	\$0	\$0	\$0	\$0
98-71 PROPERTY TAX REFUNDS	22,786	0	56,335	40,855	40,855	58,025
Subtotal of OTHER	\$27,186	\$0	\$56,335	\$40,855	\$40,855	\$58,025
Totals for OTHER ADMIN FUNCTIONS	\$1,215,128	\$153,009	\$153,009	\$147,594	\$183,174	\$209,478

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$203,276	\$241,455	\$276,843	\$185,531	\$247,375	\$270,135
41-20 PART-TIME WAGES	43	92,657	0	0	0	0
41-30 OVERTIME PAY	6,916	9,105	9,105	7,855	10,473	7,502
41-43 LONGEVITY PAY	1,700	2,150	2,150	2,060	2,747	7,155
41-45 INCENTIVE-CERTIFICATE PAY	2,700	5,400	5,850	2,900	3,867	7,860
41-49 CELL PHONE ALLOWANCE	438	420	420	333	444	420
41-90 ACCRUED PAYROLL	0	288	288	0	0	0
42-20 PART-TIME WAGES	25,165	20,000	112,657	33,970	0	94,660
42-25 FIXED RATE PAY	58,530	0	0	42,080	0	0
47-10 SOCIAL SECURITY/MEDICARE	21,769	26,416	29,729	20,116	26,821	28,705
47-20 TMRS RETIREMENT FUND	28,235	33,771	39,514	26,394	35,192	39,408
48-10 HEALTH/DENTAL INSURANCE	39,932	48,584	47,004	28,984	38,645	40,085
48-20 LIFE INSURANCE	545	556	650	496	661	578
48-30 DISABILITY INSURANCE	911	1,049	1,243	839	1,119	1,187
48-40 WORKERS COMP INSURANCE	1,436	1,603	1,727	1,206	1,608	1,195
48-50 EAP SERVICES	356	744	787	290	387	741
48-90 FLEX PLAN ADMINISTRATION	97	104	104	84	112	104
Subtotal of PERSONNEL	\$392,049	\$484,302	\$528,071	\$353,138	\$369,451	\$499,735
51-00 OFFICE SUPPLIES	\$7,715	\$14,596	\$14,596	\$7,316	\$9,755	\$15,034
52-00 PERSONNEL SUPPLIES	695	506	506	20	27	506
53-00 VEHICLE SUPPLIES	0	165	165	0	0	170
53-01 FUEL	1,052	1,066	1,066	747	996	1,606
54-00 OPERATING SUPPLIES	6,467	10,502	10,502	4,231	5,641	10,817
58-00 OPERATING EQUIPMENT <\$5,000	940	54	54	592	789	56
Subtotal of SUPPLIES	\$16,869	\$26,889	\$26,889	\$12,906	\$17,208	\$28,189
63-00 VEHICLE MAINTENANCE	\$1,107	\$1,437	\$1,437	\$0	\$0	\$1,480
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$1,107	\$1,437	\$1,437	\$0	\$0	\$1,480
72-12 MEDICAL EXAMINATIONS	\$0	\$0	\$0	\$0	\$0	\$0
73-11 VEHICLE INSURANCE	434	782	782	249	332	805
73-22 LAW ENFORCEMENT INSURANCE	437	1,118	1,118	483	644	1,152
73-50 SURETY BONDS	0	146	146	284	379	150
74-00 OPERATING SERVICES	696	6,587	6,587	36	48	6,785
74-01 POSTAL AND COURIER SERVICES	3,858	5,560	5,560	2,728	3,637	5,727
74-97 RECRUITMENT ADVERTISING	0	106	106	180	240	109
75-10 TRAINING	1,446	1,908	1,908	899	1,199	1,965
75-20 TRAVEL REIMBURSEMENTS	1,975	4,597	4,597	2,803	3,737	4,735
75-30 MEMBERSHIPS	200	246	246	200	267	253
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	84	112	0
78-00 CONTRACT SERVICES	20,428	13,311	13,311	12,696	16,928	13,710
78-30 RENTAL	0	0	0	47	63	
78-31 VEHICLE LEASE-INTERNAL	1,861	3,732	3,732	2,799	3,732	3,859
Subtotal of SERVICES	\$31,335	\$38,093	\$38,093	\$23,488	\$31,317	\$39,250
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	1,500	1,500	992	992	1,545
Subtotal of CAPITAL	\$0	\$1,500	\$1,500	\$992	\$992	\$1,545
Totals for MUNICIPAL COURT	\$441,360	\$552,221	\$595,990	\$390,524	\$418,968	\$570,199

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$151,220	\$157,254	\$180,084	\$129,960	\$173,280	\$193,863
41-30 OVERTIME PAY	2,268	2,573	2,573	2,964	3,952	2,573
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,303	1,015	1,015	1,000	1,333	1,195
41-45 INCENTIVE-CERTIFICATE PAY	900	1,800	1,800	675	900	1,800
41-48 PAY PLAN ADJUSTMENTS	0	636,000	0	0	0	0
41-49 CELL PHONE ALLOWANCE	438	420	420	333	444	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	10,722	12,347	14,221	9,621	12,828	14,859
47-20 TMRS RETIREMENT FUND	20,565	21,402	24,649	17,859	23,812	26,804
48-10 HEALTH/DENTAL INSURANCE	31,570	37,870	27,811	19,885	26,513	31,150
48-20 LIFE INSURANCE	406	342	396	345	460	414
48-30 DISABILITY INSURANCE	681	703	814	583	777	851
48-40 WORKERS COMP INSURANCE	272	332	383	233	311	286
48-50 EAP SERVICES	227	228	228	162	216	228
48-80 UNEMPLOYMENT COMPENSATION	693	10,000	10,000	365	487	0
48-90 FLEX PLAN ADMINISTRATION	199	0	0	122	163	0
Subtotal of PERSONNEL	\$221,464	\$882,286	\$264,394	\$184,107	\$245,476	\$274,443
51-00 OFFICE SUPPLIES	\$2,585	\$3,604	\$3,604	\$2,324	\$3,099	\$3,605
52-00 PERSONNEL SUPPLIES	865	1,544	1,544	1,318	1,757	1,597
52-21 5 STAR FUNCTION SUPPLIES	1,737	2,059	2,059	4,875	6,500	2,121
52-23 STAFF DEV PROG SUPPLIES	1,381	2,471	2,471	828	1,104	2,545
54-00 OPERATING SUPPLIES	3,603	4,118	4,118	1,842	2,456	4,242
58-00 OPERATING EQUIPMENT <\$5,000	5,895	927	927	271	361	955
Subtotal of SUPPLIES	\$16,066	\$14,723	\$14,723	\$11,458	\$15,277	\$15,065
71-40 CONSULTING SERVICES	\$22,500	\$2,574	\$2,574	\$1,926	\$2,568	\$2,651
71-90 OTHER PROFESSIONAL SERVICE	296	0	0	0	0	0
72-12 MEDICAL EXAMINATIONS	870	5,148	5,148	3,897	5,196	5,302
72-13 DRUG TESTING SERVICES	6,880	0	0	2,618	3,491	0
72-20 PERSONNEL EVENTS/PROGRAMS	6,716	8,752	8,752	4,202	5,603	9,015
72-21 5 STAR FUNCTION SERVICES	7,424	8,958	8,958	5,181	6,908	9,227
72-23 STAFF DEVELOPMENT PROGRAM	5,193	19,125	19,125	5,187	6,916	19,699
74-00 OPERATING SERVICES	0	7,030	7,030	0	0	7,241
74-01 POSTAL AND COURIER SERVICES	368	360	360	95	127	371
74-91 ADVERTISING/PUBLIC NOTICE	0	257	257	0	0	265
74-96 CRIMINAL HISTORY SERVICES	58	4,103	4,103	20	27	4,226
74-97 RECRUITMENT ADVERTISING	45	3,089	3,089	0	0	3,182
75-10 TRAINING	1,747	2,780	2,780	1,323	1,764	2,863
75-20 TRAVEL REIMBURSEMENTS	2,164	2,574	2,574	3,151	4,201	2,651
75-30 MEMBERSHIPS	635	721	721	385	513	743
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	168	224	0
78-00 CONTRACT SERVICES	22,157	19,562	19,562	7,530	10,040	20,149
Subtotal of SERVICES	\$77,053	\$85,033	\$85,033	\$35,683	\$47,577	\$87,585
Totals for HUMAN RESOURCES	\$314,583	\$982,042	\$364,150	\$231,248	\$308,331	\$377,093

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
73-13 MOBILE EQUIPMENT	\$1,460	\$1,550	\$1,550	\$1,826	\$2,435	\$1,597
73-21 GENERAL LIABILITY	10,242	10,872	10,872	11,126	14,835	11,198
73-23 PUBLIC OFFICIAL	13,525	14,356	14,356	14,655	19,540	14,787
73-24 CRIME & ACCIDENT COVERAGE	1,999	2,122	2,122	1,941	2,588	2,186
73-31 WINDSTORM (GALV CITY)	65,442	93,262	93,262	27,451	36,601	96,060
73-32 REAL & PERSONAL PROPERTY	23,457	17,843	17,843	37,261	49,681	18,378
73-33 FLOOD	246	6,844	6,844	322	429	7,049
73-50 SURETY BONDS	1,089	2,311	2,311	714	952	2,380
73-80 PRIOR YEAR INSURANCE	0	1,030	1,030	0	0	1,061
Subtotal of SERVICES	\$117,460	\$150,190	\$150,190	\$95,296	\$127,061	\$154,696
Totals for INSURANCE	\$117,460	\$150,190	\$150,190	\$95,296	\$127,061	\$154,696

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$43,808	\$45,813	\$51,760	\$38,056	50,741	\$55,208
41-30 OVERTIME PAY	1,245	2,573	2,573	1,121	1,495	2,573
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	280	345	345	340	453	405
41-44 VEHICLE ALLOWANCE	3,525	3,600	3,600	2,775	3,700	5,400
41-45 INCENTIVE-CERTIFICATION PAY	1,150	2,400	2,400	900	1,200	1,800
41-49 CELL PHONE ALLOWANCE	420	420	420	333	444	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	3,866	4,146	4,674	3,330	4,440	4,946
47-20 TMRS RETIREMENT FUND	6,634	7,187	8,101	5,782	7,709	8,923
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	118	99	114	102	136	119
48-30 DISABILITY INSURANCE	198	203	234	173	231	244
48-40 WORKERS COMP INSURANCE	88	100	115	76	101	85
48-50 EAP SERVICES	59	57	57	43	57	57
48-80 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0
48-90 FLEX PLAN ADMINISTRATION	0	0	0	0	0	0
Subtotal of PERSONNEL	\$61,391	\$66,943	\$74,393	\$53,031	\$70,708	\$80,180
51-00 OFFICE SUPPLIES	\$183	\$541	\$541	\$292	\$389	\$557
52-00 PERSONNEL SUPPLIES	255	0	0	0	0	0
54-00 OPERATING SUPPLIES	850	7,221	7,221	1,236	1,648	7,438
58-00 OPERATING EQUIPMENT <\$5,000	355	721	721	57	76	5,393
Subtotal of SUPPLIES	\$1,643	\$8,483	\$8,483	\$1,585	\$2,113	\$13,388
72-20 PERSONNEL EVENTS/PROGRAMS	\$9,498	\$7,207	\$7,207	\$4,424	\$5,899	\$7,423
73-13 MOBILE EQUIPMENT	0	0	0	0	0	0
73-21 GENERAL LIABILITY	0	0	0	0	0	0
73-23 PUBLIC OFFICIAL	0	0	0	0	0	0
73-24 CRIME & ACCIDENT COVERAGE	0	0	0	0	0	0
73-31 WINDSTORM (GALV CTY)	0	0	0	0	0	0
73-32 REAL & PERSONAL PROPERTY	0	0	0	1,710	2,280	0
73-33 FLOOD INSURANCE	0	0	0	0	0	0
73-50 SURETY BONDS	0	0	0	0	0	0
73-80 PRIOR YEAR INSURANCE	0	0	0	0	0	0
73-90 INSURANCE ADMINISTRATION	0	0	0	0	0	0
74-00 OPERATING SERVICES	12	7,000	7,000	0	0	7,210
74-94 PERMITS/INSPECTION/TESTNG	150	154	154	0	0	159
75-10 TRAINING	650	978	978	175	233	1,007
75-20 TRAVEL REIMBURSEMENTS	190	412	412	400	533	424
75-30 MEMBERSHIPS	200	309	309	160	213	318
Subtotal of SERVICES	\$10,700	\$16,060	\$16,060	\$6,869	\$9,159	\$16,541
Totals for RISK MANAGEMENT	\$73,734	\$91,486	\$98,936	\$61,485	\$81,980	\$110,109

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$175,292	\$178,373	\$191,625	\$142,217	\$189,623	\$203,033
41-30 OVERTIME PAY	15,608	4,545	4,545	11,331	15,108	4,545
41-43 LONGEVITY PAY	1,270	845	845	1,450	1,933	1,025
41-45 INCENTIVE-CERTIFICATE PAY	900	1,800	1,800	675	900	1,800
41-49 CELL PHONE ALLOWANCE	1,438	1,380	1,380	1,343	1,791	1,980
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	14,245	14,080	15,315	11,630	15,507	15,786
47-20 TMRS RETIREMENT FUND	25,531	24,405	26,545	20,853	27,804	28,477
48-10 HEALTH/DENTAL INSURANCE	22,988	22,010	18,843	14,133	18,844	21,106
48-20 LIFE INSURANCE	460	386	422	384	512	433
48-30 DISABILITY INSURANCE	774	793	866	644	859	890
48-40 WORKERS COMP INSURANCE	598	672	745	493	657	540
48-50 EAP SERVICES	178	171	171	128	171	171
48-90 FLEX PLAN ADMINISTRATION	92	0	0	111	148	0
Subtotal of PERSONNEL	\$259,374	\$249,460	\$263,102	\$205,392	\$273,856	\$279,786
51-00 OFFICE SUPPLIES	\$419	\$0	\$0	\$7	\$9	\$0
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	2,952	4,015	4,015	383	511	1,700
57-00 COMPUTER SUPPLIES	13,059	17,616	17,616	5,903	7,871	9,811
58-00 OPERATING EQUIPMENT <\$5,000	10,076	28,564	28,564	18,595	24,793	4,120
Subtotal of SUPPLIES	\$26,506	\$50,195	\$50,195	\$24,888	\$33,184	\$15,631
67-00 COMPUTER EQUIP MAINT	\$77,436	\$78,970	\$78,970	\$42,162	56,216	\$71,374
Subtotal of MAINTENANCE	\$77,436	\$78,970	\$78,970	\$42,162	\$56,216	\$71,374
71-30 ENGINEERING SERVICES	4,889	0	1,027	0	\$0	\$0
74-00 OPERATING SERVICES	376	0	0	225	\$300	0
74-01 POSTAL AND COURIER SERVICES	374	0	0	84	\$112	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	\$0	0
75-10 TRAINING	1,540	12,803	12,803	9,706	\$12,941	9,311
75-20 TRAVEL REIMBURSEMENTS	1,145	4,257	4,257	1,788	\$2,384	3,100
75-30 MEMBERSHIPS	0	0	0	0	\$0	0
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	\$0	0
77-10 SOFTWARE LICENSE FEES	1,961	0	0	0	\$0	0
77-20 SOFTWARE SUPPORT SERVICES	155,776	168,092	168,092	112,934	\$150,579	199,931
77-23 SOFTWARE SUBSCRIPTION SRV	0	309	309	7,000	\$9,333	309
77-30 INTERNET SERVICES	8,087	11,840	11,840	5,619	\$7,492	48,705
77-50 COMPUTER HARDWARE SUPPORT	17,596	0	0	0	\$0	0
78-00 CONTRACT SERVICES	0	24,710	24,710	8,295	\$11,060	25,750
78-30 RENTAL	33,080	35,006	35,006	36,127	\$48,169	39,127
Subtotal of SERVICES	\$224,824	\$257,017	\$258,044	\$181,778	\$242,371	\$326,233
87-10 COMPUTER SYSTEMS	(\$2,346)	\$0	\$0	\$0	0	\$0
88-00 CAPITAL EQUIPMENT	90,312	0	0	0	0	45,000
Subtotal of CAPITAL	\$87,966	\$0	\$0	\$0	\$0	\$45,000
Totals for INFORMATION TECHNOLOGY	\$676,106	\$635,642	\$650,311	\$454,220	\$605,627	\$738,024

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$81,212	\$83,908	\$90,208	\$65,360	\$87,147	\$94,718
41-30 OVERTIME PAY	0	3,072	3,072	140	187	3,072
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	750	1,035	1,035	930	1,240	770
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATION PAY	300	600	600	213	284	1,980
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	6,253	6,653	7,261	5,071	6,761	7,549
47-20 TMRS RETIREMENT FUND	10,799	11,532	12,586	8,850	11,800	13,618
48-10 HEALTH/DENTAL INSURANCE	4,670	4,722	4,107	3,080	4,107	14,314
48-20 LIFE INSURANCE	220	181	198	177	236	204
48-30 DISABILITY INSURANCE	369	372	408	299	399	420
48-40 WORKERS COMP INSURANCE	143	179	196	116	155	144
48-50 EAP SERVICES	178	171	171	126	168	171
48-90 FLEX PLAN ADMINISTRATION	19	0	0	14	19	0
Subtotal of PERSONNEL	\$104,913	\$112,425	\$119,842	\$84,376	\$112,501	\$136,960
51-00 OFFICE SUPPLIES	\$1,282	\$618	\$618	\$881	\$1,175	\$1,236
54-00 OPERATING SUPPLIES	4,900	4,757	4,757	2,791	3,721	4,378
58-00 OPERATING EQUIPMENT <\$5,000	2,050	309	309	0	0	103
Subtotal of SUPPLIES	\$8,232	\$5,684	\$5,684	\$3,672	\$4,896	\$5,717
68-00 EQUIPMENT MAINTENANCE	\$1,294	\$129	\$129	\$250	\$333	\$258
Subtotal of MAINTENANCE	\$1,294	\$129	\$129	\$250	\$333	\$258
71-20 AUDIT SERVICES	\$14,883	\$16,988	\$18,095	\$11,398	\$15,197	\$20,498
74-00 OPERATING SERVICES	811	9,742	9,742	8,798	11,731	13,287
74-01 POSTAL/ COURIER SERVICES	29,856	25,333	25,333	18,519	24,692	34,760
74-97 RECRUITMENT ADVERTISING	252	0	0	0	0	0
75-10 TRAINING	0	1,236	1,236	0	0	412
75-20 TRAVEL REIMBURSEMENTS	163	360	360	710	947	221
78-00 CONTRACT SERVICES	18,184	18,533	18,533	14,766	19,688	20,978
Subtotal of SERVICES	\$64,149	\$72,192	\$73,299	\$54,191	\$72,255	\$90,156
98-10 DEPRECIATION EXPENSE	\$1,372,244	\$0	\$0	\$0	\$0	\$0
98-30 PROVISION FOR UNCOLL A/R	20,240	30,000	30,000	5,331	7,108	28,882
Subtotal of OTHER FINANCING USES	\$1,392,484	\$30,000	\$30,000	\$5,331	\$7,108	\$28,882
Totals for UTILITIY BILLING	\$1,571,072	\$220,430	\$228,954	\$147,820	\$197,093	\$261,973

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
73-13 MOBILE EQUIPMENT	\$781	\$829	\$829	\$983	\$1,311	\$854
73-21 GENERAL LIABILITY	6,829	7,248	7,248	7,417	9,889	7,465
73-23 PUBLIC OFFICIAL	8,737	9,274	9,274	9,770	13,027	9,552
73-24 CRIME & ACCIDENT COVERAGE	1,510	1,603	1,603	1,464	1,952	1,651
73-31 WINDSTORM (GALV CITY)	38,484	62,175	62,175	34,759	46,345	64,040
73-32 REAL & PERSONAL PROPERTY	19,103	11,640	11,640	24,960	33,280	11,989
73-33 FLOOD	369	8,637	8,637	322	429	8,896
Subtotal of SERVICES	\$75,813	\$101,406	\$101,406	\$79,675	\$106,233	\$104,447
Totals for INSURANCE (W/S Fund)	\$75,813	\$101,406	\$101,406	\$79,675	\$106,233	\$104,447

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$199	\$0	\$0	\$0	\$0	\$0
41-30 OVERTIME PAY	16	0	0	0	0	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	0	0	0	0	0	0
41-44 VEHICLE ALLOWANCE	150	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATION PAY	50	0	0	0	0	0
41-48 PAY PLAN ADJUSTMENTS	0	30,000	0	0	0	0
41-49 CELL PHONE ALLOWANCE	18	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	18	0	0	0	0	0
47-20 TMRS RETIREMENT FUND	31	0	0	0	0	0
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	0	0	0	0	0	0
48-30 DISABILITY INSURANCE	0	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	0	0	0	0	0	0
48-50 EAP SERVICES	0	0	0	0	0	0
48-90 FLEX PLAN ADMINISTRATION	0	0	0	0	0	0
Subtotal of PERSONNEL	\$482	\$30,000	\$0	\$0	\$0	\$0
51-00 OFFICE SUPPLIES	\$29	\$309	\$309	\$0	\$0	\$341
52-00 PERSONNEL SUPPLIES	127	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	129	129	0	0	129
58-00 OPERATING EQUIPMENT <\$5,000	587	618	618	0	0	618
Subtotal of SUPPLIES	\$743	\$1,056	\$1,056	\$0	\$0	\$1,088
72-20 PERSONNEL EVENTS/PROGRAMS	\$772	\$3,912	\$3,912	\$2,192	\$2,923	\$4,120
73-13 MOBILE EQUIPMENT	0	0	0	0	0	0
73-21 GENERAL LIABILITY	0	0	0	0	0	0
73-23 PUBLIC OFFICIAL	0	0	0	0	0	0
73-24 CRIME & ACCIDENT COVERAGE	0	0	0	0	0	0
73-31 WINDSTORM (GALV CITY)	0	0	0	0	0	0
73-32 REAL & PERSONAL PROPERTY	0	0	0	0	0	0
73-33 FLOOD	0	0	0	0	0	0
74-00 OPERATING SERVICES	0	7,000	7,000	0	0	6,180
75-10 TRAINING	1,144	2,368	2,368	977	1,303	1,858
75-20 TRAVEL REIMBURSEMENTS	113	165	165	672	896	1,545
75-30 MEMBERSHIPS	0	309	309	50	67	464
Subtotal of SERVICES	\$2,029	\$13,754	\$13,754	\$3,891	\$5,188	\$14,167
Totals for RISK MANAGEMENT	\$3,254	\$44,810	\$14,810	\$3,891	\$5,188	\$15,255

Mission Statement

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

Current Operations

Operations

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

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

Criminal Investigations

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

- Centralized Investigations-This is a core activity mandated by Art. 2.13, CCP. The Department has pooled its investigative resources into one division that conducts criminal investigations (homicide, robbery, child abuse, family violence, deviant crimes, forgery and other financial crimes, juvenile investigations and auto theft); sex offender registration and recovery of stolen property.

- Organized Crime-This activity is mandated by Art. 2.13, CCP; Ch. 481, Health and Safety Code; Ch. 61, CCP. This functional area investigates the possession, manufacture, and illegal sale of controlled substances, gang related crime and gathers and disseminates information regarding criminal activity to the patrol division. Work with other law enforcement in an undercover capacity, working in a multi-agency task force setting.
- Forensic Services-These services are critical to the police investigator and to the successful prosecution of criminal cases. It includes fingerprint identification, crime laboratory, evidence control, crime scene investigation, photography and evidence collection.
- Victim Services-This activity is mandated by Ch. 56, CCP. Provide for assistance to crime victims and provide community education and referral programs related to crime victim issues.

Operations Support

Provides intake and processing of police calls for service. It provides fleet, equipment and facility maintenance services so that police services can be delivered effectively. Also provided are information resources, as well as administrative and fiscal support to police department employees so they can perform their jobs safely and effectively. In addition, ethical, professional direction and training is provided to employees so that they can perform their duties according to guiding principles. Specialized critical incident management is also included in this functional area.

- Communications-Mandated by Ch. 77, Health and Safety Code. Serve as primary call taker for all emergency calls for Police, Fire, and EMS. Take call information and dispatch units to calls for service. Input information into the computer aided dispatch system. Receive and send information such as driver license checks, vehicle registrations, and officer location to the field units as necessary.
- Special Operations-Includes the specially trained and equipped teams of officers for tactical and hostage negotiations support. These highly trained officers are responsible for formulating and executing action plans to manage critical incidents.
- Community Partnerships-Assist in crime prevention and problem solving, work with residents and businesses to solve problems that lead to crime, community liaison to improve communication and understanding of police operations. Programs in the category include the school resource officers and Drug Abuse Resistance Education.
- Administration-Manage all police programs to optimize efficiency and provide effective delivery of services. Manage budget for the department, ensuring that the department is fiscally responsible. Maintain open communication with other department and governmental agencies. Coordinate investigation of internal and external complaints of alleged police personnel misconduct of both sworn offices and civilians. Manage records and provide reports of misconduct and ensuing investigations, as well as City administrative issues. Coordinate special projects and plan for the future growth of department in size and service. Coordinate, manage and research all existing and new grants available for the department. Prepare and submit grant preapproval requests prior to applying for grants.

- Recruiting and Training-Program recruits police officer applicants, conducts initial screening interviews to determine if basic requirements are satisfied, tests applicants for basic skills, compatible behavior traits and conducts background investigations. Trains and monitors employees so that the department has highly qualified and competent staff members to meet the expectations of the public.
- Internal Affairs-Activity is mandated by Sec. 143.312, Local Government Code. Includes investigation of potential policy violations in a timely manner and provides information to the public so they will have trust and confidence in internal affairs investigations.
- Public Information-Coordinate and provide departmental information to the public including press releases, releases of suspect descriptions, crime alerts, and interact with the public at community events. Provide copies of recorded events in response to public information or court requests.
- Vehicle and Equipment Maintenance-Provide maintenance and support of City vehicles and equipment for the department to ensure dependable transportation and operations. Manage fleet and all equipment used for police services on a 24 hour, seven day a week schedule.

Highlights of Budget

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

Maintain Commitment to Public Safety

The City has a police service-staffing ratio of 1.5 officers per 1,000 residents. The FY 2009 budget includes \$65,015 to add one additional officer sworn police officer to maintain this staffing ratio. This amount includes the necessary equipment and salary for one full time sworn police officer to be hired in January 2009. Regional police academies and local college campuses are being heavily recruited to fill this new position as well as existing vacancies. This sworn position will be deployed to the patrol division to insure adequate staffing for population growth. This officer will be added with the goal of achieving a decrease in response time and an increase in community specific problem solving efforts. The new officer will utilize a patrol unit already in the police department fleet; therefore funding for an additional vehicle in the police fleet is not included in the FY 2009 budget. The assignment template of two officers per marked police vehicle will not be adversely affected by delaying the purchase of a new patrol unit for the new position until a future fiscal year.

There is currently a staff of three animal control officers in the Animal Control Division. The FY 2009 budget includes \$15,864 to upgrade a part-time position approved in 07-08 to a full-time position. This amount includes the additional salary and fringe benefits for one entry-level full-time animal control officer. Attempts to fill the position as a part-time position have been unsuccessful. The Animal Control Division remains a heavily requested service activity. The request also includes the purchase of a fully outfitted animal control truck, estimated to cost \$27,550.

Continuation of Mandated Services

The Crime Victim Assistance Program has requested funding for a tenth year by a federal grant through the Governor's Office. If the grant is awarded, total funding will be in the amount of \$45,220.

Radio and recording equipment maintenance costs are not sufficient to cover expected increases and additional costs. In addition, a T-1 line has been granted to improve radio system capabilities; this requires a monthly service fee. Budget increases in these areas are necessary due to increased costs experienced by Harris County that has passed these costs to subscribers. The police services field requires mobility and has an ever increasing demand for technology.

Capital Replacement and Additional Equipment

The budget contains critical equipment (both capital and non capital items). One fully equipped truck for the animal control position is included in this year's budget. The budget also includes funding for replacement vehicles from the Vehicle Replacement Fund. Based on annual mileage of 25,000 per vehicle, there will be a need to replace four marked patrol vehicles and one investigative staff vehicle; at time of replacement each vehicle will have approximately 90,000 miles. As part of the Vehicle Replacement Fund, the department replaces emergency light and sound equipment, speed measuring devices, in-car video cameras and mobile data terminals in marked patrol cars every six to eight years; making this equipment last through two vehicle lifecycles.

Alternative Revenue Streams

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

Other Committed Costs

Since the Department's partnership with the Drug Enforcement Task Force began, an analyst has been paid for in a cost-sharing agreement between task force agencies. In the past, the funds needed to pay for the City's portion of the costs to employ the analyst were paid using funds from the narcotics seizure accounts. During 07-08, City Council approved the use of those funds to pay for computer software upgrades for the police department.

Departmental Goals and Measures

Goal 1 (correlates with City Goals 5 & 6)

Provide quality police services to our community.

Objectives:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Sworn peace officers per 1,000 residents	1.4	1.5	1.5	1.5
Minority Representation on force	20%	27%	25%	25%
Emergency Response Time	0:03:46	0:04:20	0:04:05	0:04:00
Total Part I UCR Index Crime	535	569	580	592
Crimes per 1,000 residents	15.29	15.42	15.38	15.35
Arrests related to drug activity	334	376	387	399

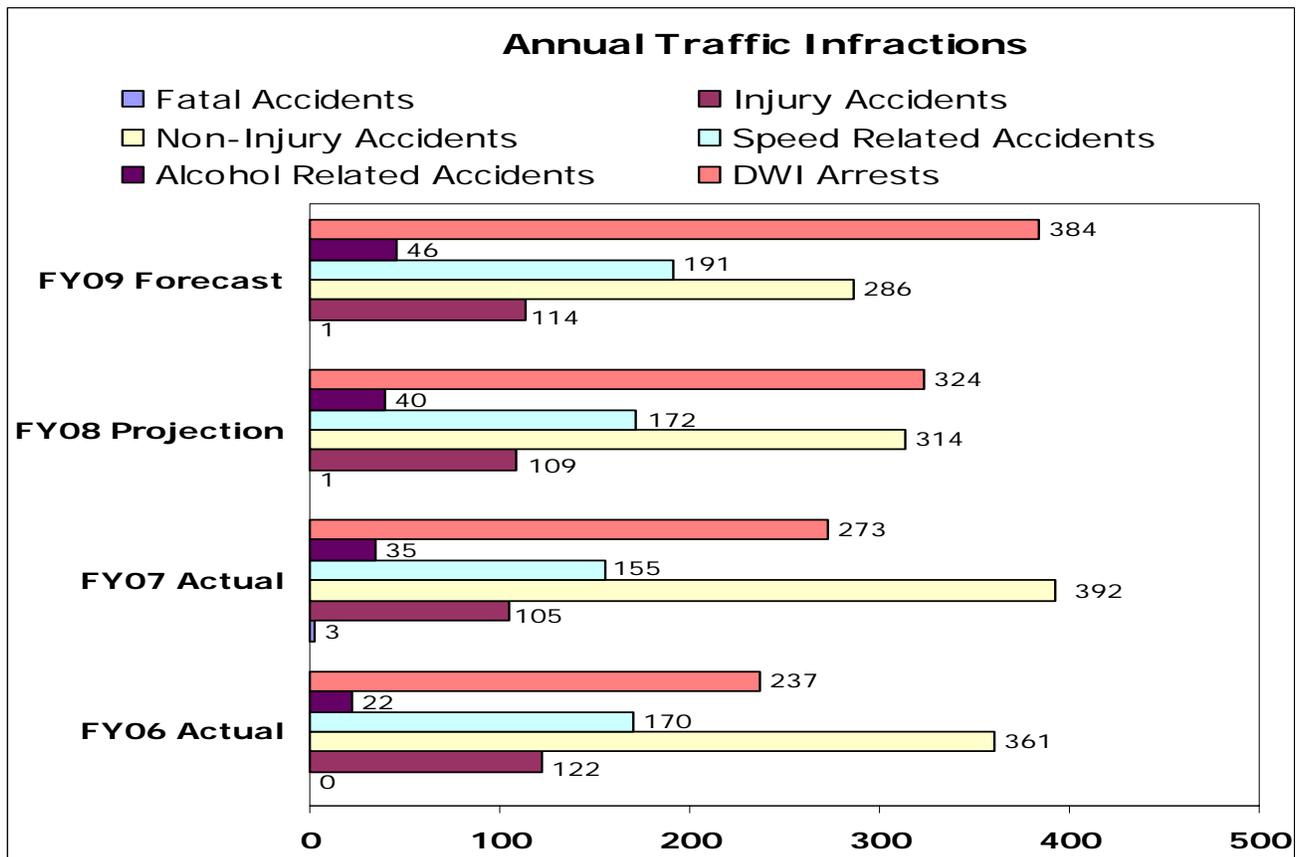
Trend: The commitment to full staffing will assist in the reduction of violent and property crime rates and contributes to the fulfillment of the city's vision to maintain one of the lowest crime rates in Texas. Recruitment activities, the personnel function and professional standards are monitored to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

Goal 2 (correlates with City Goal 5)

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

Objectives:

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



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

Goal 3 (correlates with City Goals 5 & 6)

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

Objectives:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Number of Incident Reports	2,616	2,577	2,751	2,936
Number of open records requests processed	990	860	747	649
Number of press releases	166	128	99	76

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

**Police
Department Summary**

EXPENDITURE BY DIVISION

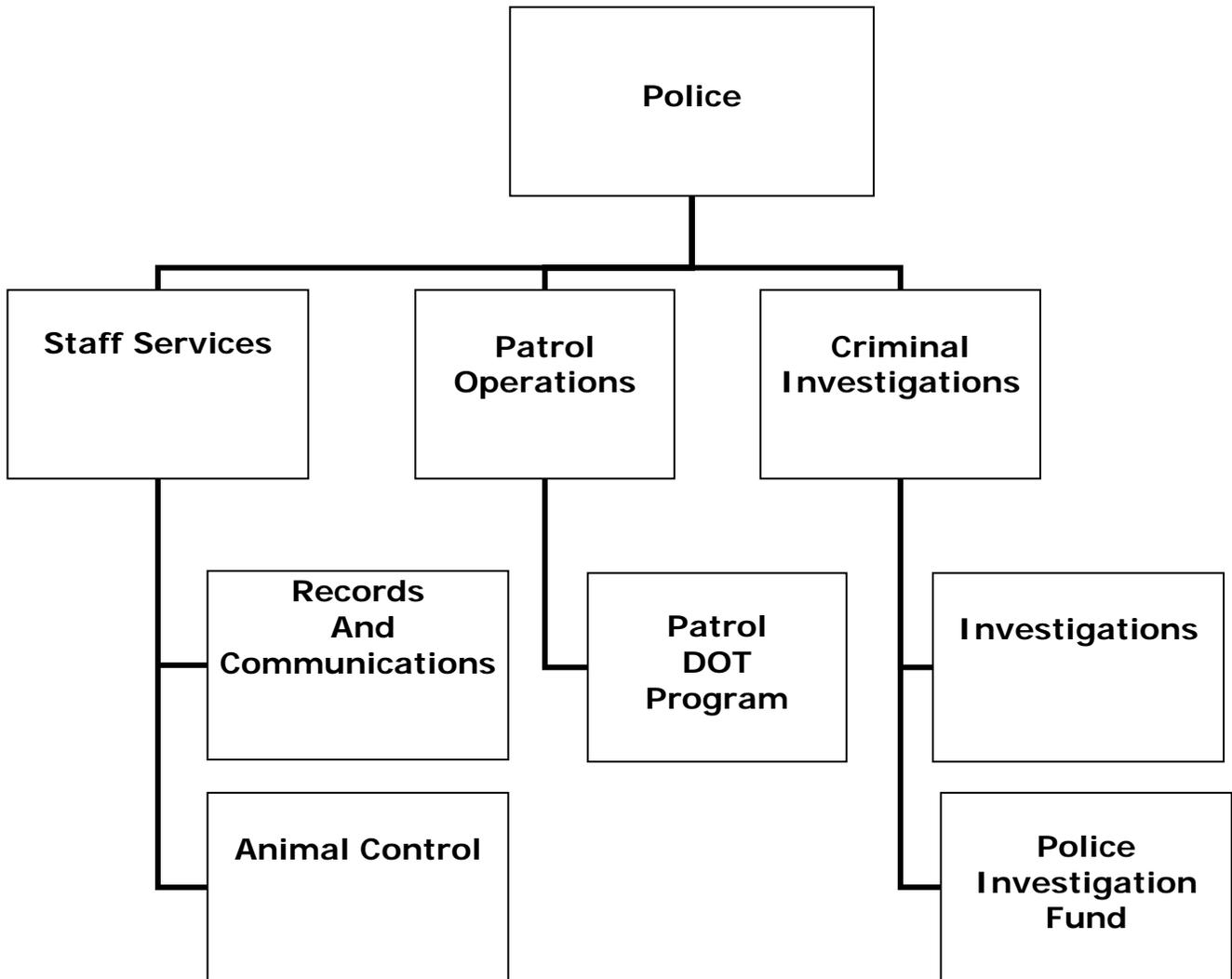
Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	735,166	767,851	834,740	630,583	840,775	706,481	-15.4%
Communications	774,099	779,366	817,587	622,331	829,775	875,509	7.1%
Patrol	3,110,134	3,555,072	3,754,153	2,760,087	3,680,109	4,128,816	10.0%
Patrol DoT	66,523	71,611	77,146	60,382	80,509	93,947	21.8%
Criminal Investigations	959,282	981,298	1,038,420	777,918	1,037,224	1,135,619	9.4%
Animal Control	188,202	228,486	239,328	155,746	207,661	300,326	25.5%
Department Total	\$5,833,406	\$6,383,684	\$6,761,374	\$5,007,047	\$6,676,053	\$7,240,698	7.1%

EXPENDITURE BY CLASSIFICATION

Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	5,051,705	5,475,232	5,838,073	4,354,626	5,806,159	6,194,823	6.1%
Supplies	326,032	320,286	327,085	215,737	287,649	415,496	27.0%
Maintenance	88,353	123,143	112,943	80,266	107,021	139,563	23.6%
Services	367,316	379,436	397,686	322,350	429,800	396,911	-0.2%
Capital Outlay	0	85,587	85,587	34,068	45,424	93,905	9.7%
Department Total	\$5,833,406	\$6,383,684	\$6,761,374	\$5,007,047	\$6,676,053	\$7,240,698	7.1%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	4.0	8.0	8.0	8.0	8.0	9.0	12.5%
Communications	13.7	13.6	13.6	13.6	13.6	13.6	0.3%
Patrol	41.9	46.8	46.8	46.8	46.8	46.8	0.0%
Patrol DoT	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Criminal Investigations	11.0	11.0	11.0	11.0	11.0	11.0	0.0%
Animal Control	3.0	3.5	3.5	3.5	3.5	4.0	14.3%
Department Total	74.6	83.9	83.9	83.9	83.9	85.4	1.8%



**Police
Administration
001-2101-421**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$470,807	\$490,173	\$546,832	\$409,030	\$545,373	\$443,812
41-30 OVERTIME PAY	28,026	27,470	27,470	26,658	35,544	18,680
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,795	6,310	6,310	6,275	8,367	5,840
41-45 INCENTIVE-CERTIFICATE PAY	2,325	3,600	3,600	6,525	8,700	10,500
41-49 CELL PHONE ALLOWANCE	3,375	3,240	3,240	2,775	3,700	2,820
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	37,636	39,784	44,941	33,668	44,891	36,788
47-20 TMRS RETIREMENT FUND	67,067	68,958	77,896	59,875	79,833	66,362
48-10 HEALTH/DENTAL INSURANCE	52,060	54,433	47,222	33,103	44,137	37,866
48-20 LIFE INSURANCE	1,238	1,055	1,203	1,065	1,420	956
48-30 DISABILITY INSURANCE	2,079	2,167	2,472	1,811	2,415	1,962
48-40 WORKERS COMP INSURANCE	8,574	9,863	11,232	7,529	10,039	6,039
48-50 EAP SERVICES	459	456	456	334	445	285
48-90 FLEX PLAN ADMINISTRATION	199	199	199	166	221	199
Subtotal of PERSONNEL	\$679,640	\$707,708	\$773,073	\$588,814	\$785,085	\$632,109
51-00 OFFICE SUPPLIES	\$2,443	\$4,091	\$4,091	\$2,047	\$2,729	\$15,150
52-00 PERSONNEL SUPPLIES	952	5,094	5,094	455	607	5,247
53-00 VEHICLE SUPPLIES	794	944	944	13	17	972
53-01 FUEL	3,430	3,120	3,120	2,742	3,656	4,701
54-00 OPERATING SUPPLIES	5,378	4,451	4,451	3,491	4,655	4,585
58-00 OPERATING EQUIPMENT <\$5,000	10,419	3,896	5,170	4,518	6,024	4,013
Subtotal of SUPPLIES	\$23,416	\$21,596	\$22,870	\$13,266	\$17,688	\$34,668
63-00 VEHICLE MAINTENANCE	\$2,287	\$2,516	\$2,516	\$4,184	\$5,579	\$2,591
68-00 EQUIPMENT MAINTENANCE	1,363	824	824	1,261	1,681	849
Subtotal of MAINTENANCE	\$3,650	\$3,340	\$3,340	\$5,445	\$7,260	\$3,440
71-40 CONSULTING SERVICES	\$2,644	\$2,378	\$2,378	\$0	\$0	\$2,449
73-11 VEHICLE INSURANCE	1,564	850	850	815	1,087	876
73-22 LAW ENFORCEMENT INSURANCE	1,624	3,620	3,620	1,448	1,931	3,729
74-00 OPERATING SERVICES	2,835	2,316	2,316	4,014	5,352	2,385
74-01 POSTAL AND COURIER SERVICES	1,675	1,188	1,188	1,765	2,353	1,224
74-97 RECRUITMENT ADVERTISING	0	0	0	360	480	0
74-98 JUDGMENTS & DAMAGE CLAIM	1,507	0	0	0	0	0
75-10 TRAINING	369	2,223	2,473	1,360	1,813	2,290
75-20 TRAVEL REIMBURSEMENTS	791	1,510	1,510	1,376	1,835	1,555
75-30 MEMBERSHIPS	733	1,030	1,030	35	47	1,061
75-40 PUBLICATIONS	215	0	0	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	19	0	0	0	0	0
78-30 RENTAL	1,834	7,442	7,442	2,395	3,193	7,665
78-31 VEHICLE LEASE-INTERNAL	12,650	12,650	12,650	9,488	12,651	13,030
Subtotal of SERVICES	\$28,460	\$35,207	\$35,457	\$23,056	\$30,741	\$36,264
Totals for ADMINISTRATION	\$735,166	\$767,851	\$834,740	\$630,581	\$840,775	\$706,481

**Police
Communications
001-2110-421**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$469,036	\$499,713	\$524,837	\$382,497	\$509,996	\$548,022
41-30 OVERTIME PAY	45,987	31,381	32,409	36,711	48,948	31,381
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,980	6,095	6,095	5,830	7,773	8,425
41-45 INCENTIVE-CERTIFICATE PAY	6,075	12,600	11,700	10,425	13,900	20,160
41-49 CELL PHONE ALLOWANCE	1,313	1,260	1,260	1,263	1,684	1,980
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	40,836	22,489	34,381	30,852	41,136	38,148
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	42,197	43,264	46,743	34,915	46,553	48,777
47-20 TMRS RETIREMENT FUND	73,078	72,009	76,463	61,212	81,616	82,725
48-10 HEALTH/DENTAL INSURANCE	60,431	60,604	53,444	36,495	48,660	53,444
48-20 LIFE INSURANCE	1,297	1,079	1,155	1,056	1,408	1,183
48-30 DISABILITY INSURANCE	2,175	2,216	2,372	1,784	2,379	2,430
48-40 WORKERS COMP INSURANCE	948	1,096	1,168	781	1,041	853
48-50 EAP SERVICES	862	912	912	684	912	912
48-90 FLEX PLAN ADMINISTRATION	299	0	0	180	240	0
Subtotal of PERSONNEL	\$749,514	\$754,718	\$792,939	\$604,685	\$806,247	\$838,440
51-00 OFFICE SUPPLIES	\$3,003	\$2,664	\$2,664	\$1,748	\$2,331	\$2,744
52-00 PERSONNEL SUPPLIES	2,965	2,700	2,700	2,454	3,272	2,781
54-00 OPERATING SUPPLIES	1,735	1,746	1,746	1,482	1,976	1,798
58-00 OPERATING EQUIPMENT <\$5,000	5,778	1,703	1,703	1,886	2,515	1,754
58-01 EMERGENCY - EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$13,481	\$8,813	\$8,813	\$7,570	\$10,093	\$9,077
68-00 EQUIPMENT MAINTENANCE	\$3,540	\$3,903	\$3,903	\$3,090	\$4,120	\$12,102
Subtotal of MAINTENANCE	\$3,540	\$3,903	\$3,903	\$3,090	\$4,120	\$12,102
73-50 SURETY BONDS	\$142	\$319	\$319	\$71	\$95	\$361
74-00 OPERATING SERVICES	319	348	348	279	372	358
74-01 POSTAL / COURIER SERVICES	136	103	103	0	0	106
74-97 RECRUITMENT ADVERTISING	0	528	528	0	0	544
75-10 TRAINING	2,450	3,114	3,114	3,204	4,272	4,777
75-20 TRAVEL REIMBURSEMENTS	3,684	2,470	2,470	2,504	3,339	3,427
75-30 MEMBERSHIPS	458	410	410	403	537	719
76-12 TELEPHONE/ COMMUNICATIONS	0	0	0	0	0	3,600
78-00 CONTRACT SERVICES	207	4,168	4,168	415	553	1,512
78-30 RENTAL	168	472	472	110	147	486
Subtotal of SERVICES	\$7,564	\$11,932	\$11,932	\$6,986	\$9,315	\$15,890
Totals for COMMUNICATIONS	\$774,099	\$779,366	\$817,587	\$622,331	\$829,775	\$875,509

**Police
Patrol
001-2120-421**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$1,441,561	\$1,686,111	\$1,874,104	\$1,307,931	\$1,743,908	\$2,148,901
41-20 PART-TIME WAGES	27,849	107,629	11,961	10,299	13,732	11,961
41-30 OVERTIME PAY	315,462	241,522	241,522	308,752	411,669	261,564
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	10,787	12,175	13,360	11,795	15,727	16,215
41-45 INCENTIVE-CERTIFICATE PAY	12,400	31,200	28,275	25,050	33,400	60,300
41-49 CELL PHONE ALLOWANCE	4,250	4,080	4,485	3,170	4,227	5,880
41-50 CLOTHING ALLOWANCE	300	800	800	100	133	1,600
41-90 ACCRUED PAYROLL	2,382	736	736	672	896	0
42-20 PART-TIME WAGES	55,733	0	83,970	50,580	67,440	77,113
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	136,231	155,652	175,926	125,363	167,151	191,336
47-20 TMRS RETIREMENT FUND	236,842	255,552	292,106	220,672	294,229	333,094
48-10 HEALTH/DENTAL INSURANCE	263,080	345,127	293,330	187,661	250,215	278,870
48-20 LIFE INSURANCE	3,961	3,622	4,241	3,600	4,800	4,635
48-30 DISABILITY INSURANCE	6,635	7,460	8,740	6,044	8,059	9,536
48-40 WORKERS COMP INSURANCE	32,540	41,871	48,241	29,680	39,573	36,727
48-50 EAP SERVICES	2,153	2,571	2,742	1,833	2,444	2,895
48-90 FLEX PLAN ADMINISTRATION	804	894	894	670	893	1,470
Subtotal of PERSONNEL	\$2,552,970	\$2,897,002	\$3,085,433	\$2,293,872	\$3,058,496	\$3,442,097
51-00 OFFICE SUPPLIES	\$6,025	\$4,581	\$4,581	\$3,208	\$4,277	\$460
52-00 PERSONNEL SUPPLIES	28,329	33,804	33,804	16,880	22,507	37,060
53-00 VEHICLE SUPPLIES	352	3,108	3,108	3,434	4,579	3,201
53-01 FUEL	104,240	112,011	112,011	83,846	111,795	170,046
54-00 OPERATING SUPPLIES	35,833	30,457	30,607	21,949	29,265	31,436
55-01 EMERGENCY - MATERIALS	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	50,490	32,341	32,341	14,404	19,205	33,541
Subtotal of SUPPLIES	\$225,269	\$216,302	\$216,452	\$143,721	\$191,628	\$275,744
63-00 VEHICLE MAINTENANCE	\$60,253	\$62,536	\$62,536	\$46,155	\$61,540	\$64,412
64-00 OPERATING MAINTENANCE	1,747	2,058	2,058	1,645	2,193	2,120
68-00 EQUIPMENT MAINTENANCE	12,090	35,946	25,446	14,477	19,303	37,024
Subtotal of MAINTENANCE	\$74,090	\$100,540	\$90,040	\$62,277	\$83,036	\$103,556
72-12 MEDICAL EXAMINATIONS	\$0	\$0	\$0	\$0	\$0	\$400
73-11 VEHICLE INSURANCE	13,504	10,576	10,576	9,576	12,768	10,893
73-22 LAW ENFORCEMENT INS	13,716	17,564	17,564	14,958	19,944	18,091
73-40 ANIMAL MORTALITY INS	650	690	690	650	867	711
74-00 OPERATING SERVICES	17,601	5,812	5,812	4,983	6,644	5,986
74-01 POSTAL /COURIER SERVICES	958	515	515	1,103	1,471	530
74-97 RECRUITMENT ADVERTISING	3,096	511	511	1,856	2,475	526
74-98 JUDGMENTS & DAMAGE CLAIM	2,000	0	0	1,635	2,180	0
75-10 TRAINING	12,743	14,537	25,037	21,678	28,904	15,473
75-20 TRAVEL REIMBURSEMENTS	3,868	4,911	4,911	8,378	11,171	5,613
75-30 MEMBERSHIPS	534	802	802	275	367	826
75-40 PUBLICATIONS	0	0	0	0	0	0
76-12 PHONE/COMMUNICATIONS	0	0	10,500	10,332	13,776	0
78-30 RENTAL	1,286	0	0	928	1,237	0
78-31 VEHICLE LEASE-INTERNAL	187,849	199,723	199,723	149,792	199,723	205,715
Subtotal of SERVICES	\$257,805	\$255,641	\$276,641	\$226,144	\$301,525	\$264,764
83-00 VEHICLE EQUIPMENT	\$0	\$35,535	\$35,535	\$10,806	\$14,408	\$13,246
88-00 CAPITAL EQUIPMENT	0	50,052	50,052	23,262	31,016	29,409
Subtotal of CAPITAL	\$0	\$85,587	\$85,587	\$34,068	\$45,424	\$42,655
Totals for PATROL	\$3,110,134	\$3,555,072	\$3,754,153	\$2,760,082	\$3,680,109	\$4,128,816

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$39,890	\$42,591	\$46,678	\$34,778	\$46,371	\$49,235
41-30 OVERTIME PAY	4,417	3,796	3,796	4,235	5,647	3,796
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	210	275	275	270	360	325
41-45 INCENTATIVE PAY	0	0	0	250	333	600
41-91 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	3,293	3,521	3,882	2,843	3,791	4,094
47-20 TMRS RETIREMENT FUND	5,844	6,103	6,729	5,245	6,993	7,385
48-10 HEALTH/DENTAL INSURANCE	3,383	344	368	3,590	4,787	10,695
48-20 LIFE INSURANCE	91	92	102	80	107	108
48-30 DISABILITY INSURANCE	153	190	211	137	183	221
48-40 WORKERS COMP INSURANCE	773	1,029	1,135	685	913	826
48-50 EAP SERVICES	50	57	57	37	49	57
48-90 FLEX PLAN ADMINISTRATION	17	19	19	13	17	19
Subtotal of PERSONNEL	\$58,121	\$58,017	\$63,252	\$52,163	\$69,551	\$77,361
51-00 OFFICE SUPPLIES	\$0	\$154	\$154	\$35	\$47	\$159
52-00 PERSONNEL SUPPLIES	0	495	495	0	0	510
53-00 VEHICLE SUPPLIES	0	515	515	35	47	530
53-01 FUEL	4,066	5,427	5,427	4,910	6,547	8,176
54-00 OPERATING SUPPLIES	43	103	103	57	76	106
58-00 OPERATING EQUIPMENT <\$5,000	0	515	515	149	199	530
Subtotal of SUPPLIES	4,109	7,209	7,209	5,186	6,915	10,011
63-00 VEHICLE MAINTENANCE	0	878	878	0	\$0	\$904
68-00 EQUIPMENT MAINTENANCE	0	0	300	333	444	0
Subtotal of MAINTENANCE	0	878	1,178	333	444	904
73-11 VEHICLE INSURANCE	\$697	\$627	\$627	\$0	\$0	\$646
73-22 LAW ENFORCEMENT	0	0	0	0	0	0
74-00 OPERATING SERVICES	0	345	345	0	0	355
74-01 POSTAL AND COURIER SERVICES	0	0	0	0	0	0
75-10 TRAINING	0	206	206	0	0	212
75-20 TRAVEL REIMBURSEMENTS	0	515	515	0	0	530
75-40 PUBLICATIONS	0	565	565	263	351	0
76-12 TELEPHONE/COMMUNICATIONS	347	0	0	0	0	582
78-31 VEHICLE LEASE-INTERNAL	3,249	3,249	3,249	2,437	3,249	3,346
Subtotal of SERVICES	\$4,293	\$5,507	\$5,507	\$2,700	\$3,600	\$5,671
Totals for PATROL-DOT PROGRAM	\$66,523	\$71,611	\$77,146	\$60,382	\$80,509	\$93,947

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$505,071	\$553,234	\$606,949	\$406,637	\$542,183	\$654,588
41-30 OVERTIME PAY	76,485	49,023	49,023	81,204	108,272	49,023
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,893	4,685	4,111	4,028	5,371	4,530
41-45 INCENTIVE-CERTIFICATE PAY	4,400	9,600	10,500	11,550	15,400	27,300
41-49 CELL PHONE ALLOWANCE	4,350	4,440	4,035	3,260	4,347	5,220
41-50 CLOTHING ALLOWANCE	8,850	8,400	8,400	6,550	8,733	8,400
41-90 ACCRUED PAYROLL	23,912	0	0	4,506	6,008	0
47-10 SOCIAL SECURITY/MEDICARE	45,882	47,243	52,251	37,958	50,611	56,257
47-20 TMRS RETIREMENT FUND	82,407	81,888	90,568	68,843	91,791	101,483
48-10 HEALTH/DENTAL INSURANCE	77,196	89,990	76,646	49,817	66,423	83,024
48-20 LIFE INSURANCE	1,356	1,191	1,335	1,071	1,428	1,410
48-30 DISABILITY INSURANCE	2,281	2,447	2,743	1,818	2,424	2,897
48-40 WORKERS COMP INSURANCE	10,535	12,520	13,948	8,407	11,209	10,257
48-50 EAP SERVICES	608	627	627	413	551	627
48-90 FLEX PLAN ADMINISTRATION	272	321	321	194	259	321
Subtotal of PERSONNEL	\$849,498	\$865,609	\$921,457	\$686,256	\$915,008	\$1,005,337
51-00 OFFICE SUPPLIES	\$3,689	\$3,335	\$3,335	\$2,377	\$3,169	\$0
52-00 PERSONNEL SUPPLIES	617	1,311	1,311	1,615	2,153	1,350
53-00 VEHICLE SUPPLIES	297	1,080	1,080	0	0	1,112
53-01 FUEL	24,484	30,550	30,550	20,352	27,136	46,025
54-00 OPERATING SUPPLIES	7,735	4,992	4,992	3,115	4,153	5,142
58-00 OPERATING EQUIPMENT <\$5,000	10,321	5,558	6,832	4,981	6,641	5,725
Subtotal of SUPPLIES	\$47,143	\$46,826	\$48,100	\$32,440	\$43,253	\$59,354
63-00 VEHICLE MAINTENANCE	\$5,370	\$10,137	\$10,137	\$5,758	\$7,677	\$10,441
64-00 OPERATING MAINTENANCE	0	1,246	1,246	0	0	1,283
68-00 EQUIPMENT MAINTENANCE	238	795	795	497	663	819
Subtotal of MAINTENANCE	\$5,608	\$12,178	\$12,178	\$6,255	\$8,340	\$12,543
73-11 VEHICLE INSURANCE	\$9,341	\$7,320	\$7,320	\$5,460	\$7,280	\$7,540
73-22 LAW ENFORCEMENT INSURANCE	4,771	6,737	6,737	5,308	7,077	6,939
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	7,789	5,043	5,043	3,681	4,908	5,194
74-01 POSTAL/COUIER SERVICES	906	668	668	681	908	688
74-50 GRANT MATCHING	0	0	0	5,250	7,000	1,082
74-91 ADVERTISING/PUBLIC NOTICE	0	1,050	1,050	0	0	0
74-98 JUDGEMENTS & DAMAGE CLAIM	1,198	0	0	500	667	0
75-10 TRAINING	5,468	6,279	6,279	8,831	11,775	6,467
75-20 TRAVEL REIMBURSEMENTS	4,440	8,181	8,181	6,022	8,029	8,426
75-30 MEMBERSHIPS	693	438	438	973	1,297	451
75-40 PUBLICATIONS	0	0	0	0	0	0
76-12 TELEPHONE/ COMMUNICATIONS	612	771	771	559	745	794
78-30 RENTAL	1,617	0	0	553	737	0
78-31 VEHICLE LEASE-INTERNAL	20,198	20,198	20,198	15,149	20,199	20,804
Subtotal of SERVICES	\$57,033	\$56,685	\$56,685	\$52,967	\$70,623	\$58,385
Totals for CRIMINAL INVESTIGATIONS	\$959,282	\$981,298	\$1,038,420	\$777,918	\$1,037,224	\$1,135,619

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$97,304	\$100,130	\$110,493	\$79,658	\$106,211	\$128,731
41-30 OVERTIME PAY	13,698	4,152	4,152	10,597	14,129	5,352
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	495	690	690	675	900	550
41-45 INCENTIVE-CERTIFICATE PAY	0	0	0	140	187	480
41-49 CELL PHONE ALLOWANCE	438	420	420	333	444	420
41-90 ACCRUED PAYROLL	0	0	0	103	137	0
42-20 PART-TIME WAGES	0	21,743	21,743	0	0	21,736
47-10 SOCIAL SECURITY/MEDICARE	7,717	9,559	10,521	6,397	8,529	11,490
47-20 TMRS RETIREMENT FUND	14,694	16,522	18,189	12,154	16,205	16,591
48-10 HEALTH/DENTAL INSURANCE	25,445	36,103	32,586	16,926	22,568	44,728
48-20 LIFE INSURANCE	262	259	287	220	293	271
48-30 DISABILITY INSURANCE	435	540	597	378	504	560
48-40 WORKERS COMP INSURANCE	1,238	1,707	1,888	1,009	1,345	1,303
48-50 EAP SERVICES	178	231	231	128	171	288
48-90 FLEX PLAN ADMINISTRATION	58	122	122	111	148	122
Subtotal of PERSONNEL	\$161,962	\$192,178	\$201,919	\$128,829	\$171,772	\$232,622
51-00 OFFICE SUPPLIES	\$439	\$697	\$697	\$219	\$292	\$718
52-00 PERSONNEL SUPPLIES	410	1,018	1,018	425	567	1,361
53-00 VEHICLE SUPPLIES	0	0	0	0	0	104
53-01 FUEL	6,762	7,555	7,555	5,585	7,447	12,787
54-00 OPERATING SUPPLIES	5,003	4,984	4,984	4,640	6,187	5,134
54-95 CHEMICALS	0	412	412	0	0	424
58-00 OPERATING EQUIPMENT <\$5,000	0	4,874	5,975	2,685	3,580	1,316
Subtotal of SUPPLIES	\$12,614	\$19,540	\$20,641	\$13,554	\$18,072	\$21,844
63-00 VEHICLE MAINTENANCE	\$1,465	\$2,304	\$2,304	\$2,840	\$3,787	\$2,373
68-00 EQUIPMENT MAINTENANCE	0	0	0	26	35	0
Subtotal of MAINTENANCE	\$1,465	\$2,304	\$2,304	\$2,866	\$3,821	\$2,373
73-11 VEHICLE INSURANCE	\$1,460	\$1,315	\$1,315	\$773	\$1,031	\$1,354
74-00 OPERATING SERVICES	1,207	2,043	2,043	1,191	1,588	2,624
74-01 POSTAL/ COURIER SERVICES	0	0	0	123	164	0
74-97 RECRUITMENT ADVERTISING	36	0	0	217	289	0
75-10 TRAINING	0	646	646	550	733	1,185
75-20 TRAVEL REIMBURSEMENTS	8	785	785	326	435	809
75-30 MEMBERSHIPS	0	139	139	105	140	143
76-12 TELEPHONE/ COMMUNICATIONS	0	113	113	0	0	116
76-13 NATURAL GAS	279	0	0	426	568	0
78-00 CONTRACT SERVICES	0	565	565	0	0	0
78-30 RENTAL	189	0	0	142	189	582
78-31 VEHICLE LEASE-INTERNAL	8,982	8,858	8,858	6,644	8,859	9,124
Subtotal of SERVICES	\$12,161	\$14,464	\$14,464	\$10,497	\$13,996	\$15,937
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$6,550
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	21,000
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$27,550
Totals for ANIMAL CONTROL	\$188,202	\$228,486	\$239,328	\$155,746	\$207,661	\$300,326



Mission Statement

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

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

To meet this mission the Friendswood Volunteer Fire Department shall:

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

We live by our Slogan of:

Neighbors Serving Neighbors

And we are happy to be:

Celebrating over 57 Years of Service

Current Operations

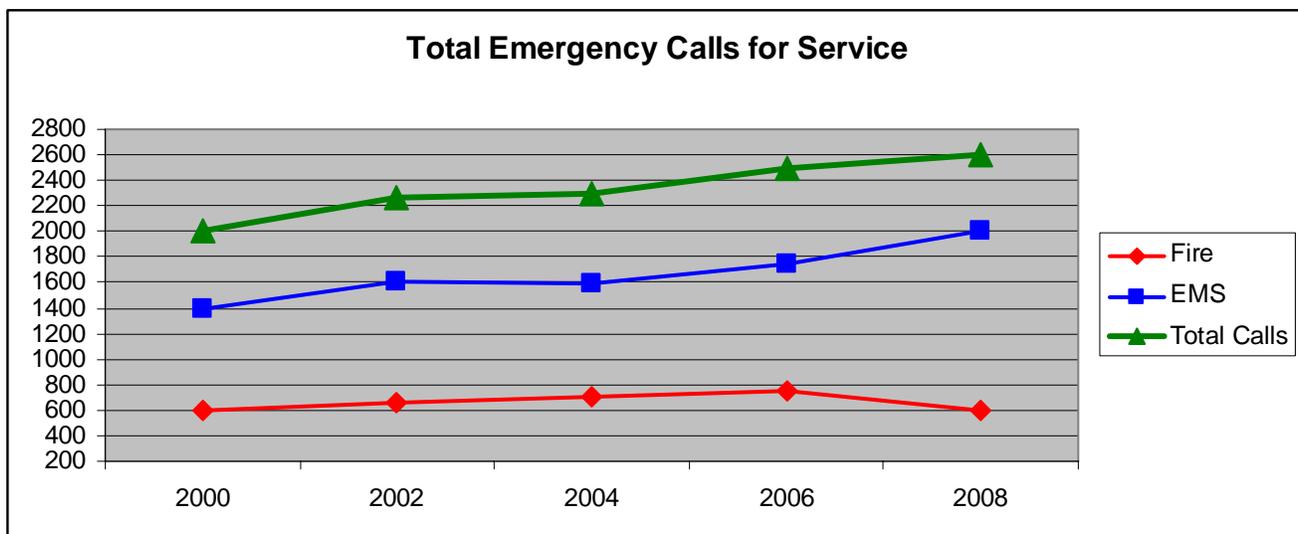
The Friendswood Volunteer Fire Department, Inc. (FVFD) is a 501c3 non-profit corporation that was created in 1951 and is dedicated to the protection of life and property by providing fire suppression, rescue, EMS services, hazardous material response, and public education on fire and injury prevention to the citizens of Friendswood. The 104 dedicated volunteers of the FVFD provide organization, administration, public education, and maintenance, training and volunteer manpower. These volunteers are supplemented by a small staff of part-time paid personnel who help provide services during the normal workdays. The City provides the Fire Department with Fire and EMS vehicles and other required capital equipment, three fire stations, dispatch services and an operating budget that provides the necessary funds for management and operation of the Department. The City and the FVFD signed a contract for services which was effective beginning October 1, 2004. Operations and management of the part-time crew and full time employees successfully transitioned to the FVFD in October of 2004. All payroll processing and all Accounts Payable functions also transitioned to the Department in October 2004. The FVFD will be responsible for administering one full-time paid fire captain, one full time paramedic, one full time clerk and one part-time clerk and a pool of part-time firefighters, paramedics, and emergency medical technicians. This new contract also establishes performance standards for the services we provide to the city.

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

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

The **Fire Division** consists of 54 members who provide emergency fire suppression services and rescue services as well as related non-emergency functions such as public education of fire prevention, personnel training and equipment maintenance. These volunteers respond from three stations within the city. Fire service personnel participate in the "State Fireman's & Fire Marshal's Association" and/or the "Texas Commission on Fire Protection" certification programs. The FVFD also has contracts to provide fire and rescue service to portions of both un-incorporated Harris and Galveston counties. The Fire Division has been very successful in acquiring several grants this past year that will enhance the programs offered by the Division and improve firefighter safety.

The **EMS Division** consists of 55 volunteers providing emergency medical care and transport to the residents of the City. These members staff three Advanced Life Support ambulances and four first responder vehicles as well as a supervisor's vehicle. All EMS services are provided in accordance with Texas Department of Health (TDH) requirements for emergency medical providers. All personnel are certified through the TDH, which requires a minimum 160 hours training for an EMT and up to 1,204 hours of training for a Paramedic, followed by required continuing education. In addition to the training and emergency medical care, these volunteers are also very active in providing equipment maintenance and preparedness as well as public education on injury prevention and basic first aid. The EMS Division also has several unique and award winning programs in place that are supported by this budget as well as grants and donations. These programs include our Kid Care Program, the Children's Immunization Program, and the FVFD Safety Clown Troupe. The EMS Division was awarded the State of Texas's top honor being named the Outstanding Volunteer EMS Provider of the Year in 2001 in recognition of the high standards of the program and services provided to the citizens of Friendswood. During the EMS Conference in November of 2003, Lisa Camp, our EMS Chief was awarded the State of Texas Outstanding EMS Administrators' Award. In 2005-06, Lisa Camp was selected as a "Hometown Hero" and was asked to throw out the first pitch at a Houston Astros' game. The Friendswood VFD EMS was also recognized by the Greater Houston EMS Council as the Outstanding Public Education Provider for EMS in 2006-07. Assistant Chief Kris Kern was recognized as the Houston area's "EMS Educator of the Year" in 2007.



Highlights of the Budget

Decision Package Operational Requests / Forces at work

Additional funding is requested to cover the following decision package requests. These requests include forces-at-work (FAW), Capital Funding from City Capital Funds, and supplemental funding requests (those capital requests funded by the Fire/EMS Water Donation Fund are listed separately below). These requests are submitted in a priority order as ranked by the FVFD and approved by the FVFD membership:

Force at Work (Funded)

Contract Increase for Fuel Cost	Ongoing FAW	\$15,305
Lifepack12 Digital Radio Modems (5 units)	One-time Cost	\$4,500

Decision Packages (Unfunded)

Portable Ventilators (3 units)	One-time Cost	\$9,129
Increase Volunteer Fireman's Pension Contribution	Ongoing Cost	\$14,100
Per Call Stipend for Volunteers	Ongoing Cost	\$4,000

Capital Equipment Requests

In our 15-year capital equipment plan we have the following capital equipment and vehicles identified for purchase this fiscal year using funding provided through the Fire /EMS Fund Water Bill Donation account managed by the FVFD. A copy of the 15 year plan is available by request from FVFD.

Replace Unit 800 (Asst. Chief Vehicle)	\$40,000
Replace Unit 802 (Asst. Chief Vehicle)	\$40,000
Replace Engine 30 With Engine - 7 Year Lease	\$61,657
Medic Car 43	\$31,000
Boat 4	\$25,000
Replace Squad 4	\$40,000
Ambulance 48 Rehab	\$50,000
Replace Thermal Imagers (2)	\$11,000
Total Request from Fire and EMS/Fund	\$298,657

Capital Improvement Plan Requests (currently unfunded):

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

Fire Training Field Improvements	\$200,000
Total Request from City CIP Plan	\$200,000

**Friendswood Volunteer Fire Department
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
FVFD	996,392	1,116,443	1,193,849	1,174,099	1,184,603	1,169,741	-2.0%
Department Total	\$996,392	\$1,116,443	\$1,193,849	\$1,174,099	\$1,184,603	\$1,169,741	-2.0%

EXPENDITURE BY CLASSIFICATION

Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	0	0	0	0	0	0	0.0%
Supplies	38,165	0	77,406	64,282	64,282	0	0.0%
Maintenance	0	0	0	0	0	0	0.0%
Services	958,227	1,116,443	1,116,443	1,109,817	1,120,321	1,169,741	4.8%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$996,392	\$1,116,443	\$1,193,849	\$1,174,099	\$1,184,603	\$1,169,741	-2.0%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
FVFD	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	0.0	0.0	0.0	0.0	0.0	0.0	0.0%

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
58-00 OPERATING EQUIPMENT < \$5000	38,165	0	77,406	64,282	64,282	0
Subtotal of SERVICES	\$38,165	\$0	\$77,406	\$64,282	\$64,282	\$0
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	2,040	2,040	0
76-12 TELEPHONE/ COMMUNICATIONS	1,878	0	0	1,838	1,838	0
78-61 FIRE/EMS SERVICES	906,909	1,079,169	1,079,169	1,079,169	1,079,169	1,131,349
78-62 EMS SERVICE RUNS	49,440	25,440	25,440	26,770	25,440	26,203
79-80 GRANT MATCH - OPERATIONS	0	11,834	11,834	0	11,834	12,189
Subtotal of SERVICES	\$958,227	\$1,116,443	\$1,116,443	\$1,109,817	\$1,120,321	\$1,169,741
Totals for FVFD	\$996,392	\$1,116,443	\$1,193,849	\$1,174,099	\$1,184,603	\$1,169,741

Fire Marshal

Mission Statement

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

Current Operations

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

The Fire Marshal's Office (FMO) personnel consist of the Fire Marshal, 3 Assistant Fire Marshals, 1 Administrative Assistant and a pool of 6 part time employees. The Fire Marshal's staff is on 24-hour call out, 7 days a week.

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

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

The Fire Marshal, 3 Assistant Fire Marshals and a pool of 5 part time employees are funded from this account.

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

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

Highlights of the Budget

Fire Marshal’s Office and Emergency Management: An additional Assistant Fire Marshal’s position was approved by City Council and hired in December 2007. To support this position, additional requests for fire safety gear and radio equipment has been requested. Additional Overtime funding is also requested due to the increase in call outs.

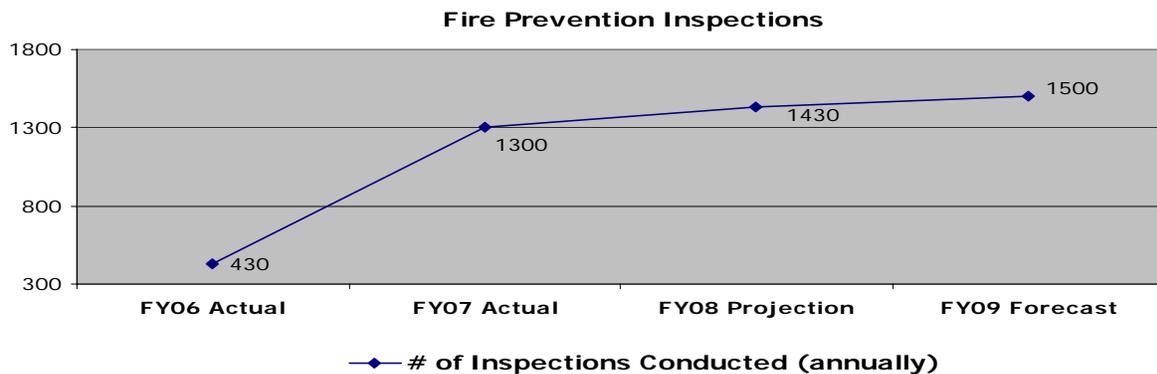
Departmental Goals And Measures

Goal 1 (correlates with City Goals 1, 4, 5 & 6)

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

Objective A:

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



Trend: A total of 1300 inspections were conducted in 2007, a significant increase as compared to 430 inspections in 2006. One reason for the increase is due to the Part-time Inspectors, who started on the job in November 2006. This additional staffing was able to concentrate on business fire safety inspections, which allowed the Fire Marshal’s Office inspectors to visit every business during the past calendar year.

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Annual total programs conducted.	43	27	24	24
Total number of people attending programs.	3,016	1,413	1,800	2,000

Trend: The average attendance per class dropped in FY 07 from 70 to 52. Program promotions are expected to bring the average attendance up to 75 per class in FY 08 and to approximately 83 in FY 09.

Objective C:

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

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

Goal 2 (correlates with City Goals 1, 4, 5 & 6)

Facilitate a more productive partnership with developers, contractors and new businesses to support successful development for the citizens and the city.

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Annual total of DRC meetings attended.	44	68	63	65

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

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

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Annual total of Commercial Plans reviewed.	155	181	180	160

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

Goal 3 (correlates with City Goal 6)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Combined annual total hours of training attended.	441	450	500	525

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

**Fire Marshal's Office
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	345,436	376,023	421,797	319,519	426,025	467,554	10.8%
Fire Administration	395	0	0	190	0	0	0.0%
Emergency Management	120,544	94,140	122,694	67,812	90,416	101,533	-17.2%
Tropical Storms/Hurricanes	2,955	0	0	0	0	0	0.0%
Department Total	\$469,330	\$470,163	\$544,491	\$387,521	\$516,441	\$569,087	4.5%

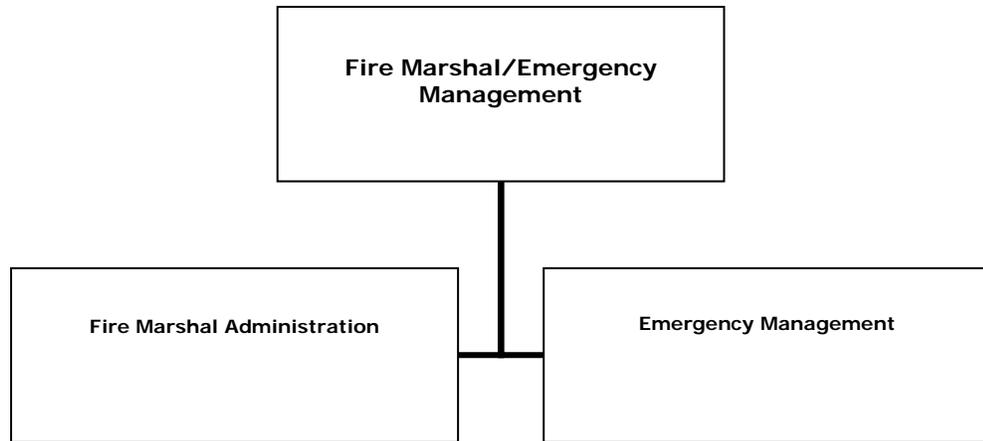
EXPENDITURE BY CLASSIFICATION

Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	364,033	401,001	449,079	337,060	449,160	483,803	7.7%
Supplies	43,865	20,102	20,102	17,833	23,777	34,025	69.3%
Maintenance	6,416	8,865	8,865	6,684	8,912	9,119	2.9%
Services	55,016	40,195	66,445	25,944	34,592	42,140	-36.6%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$469,330	\$470,163	\$544,491	\$387,521	\$516,441	\$569,087	4.5%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	4.5	4.8	4.8	4.8	4.8	4.8	0.0%
Fire Administration	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Emergency Management	1.0	1.3	1.3	1.3	1.3	1.3	0.0%
Thunderstorm 10/4/04	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Natural Disasters	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	5.5	6.1	6.1	6.1	6.1	6.1	0.0%

Fire Marshal's Office



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$193,619	\$193,624	\$263,403	\$161,073	\$214,764	\$291,773
41-30 OVERTIME PAY	15,994	8,869	8,869	10,883	14,511	16,869
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,190	1,385	1,689	1,370	1,827	2,205
41-44 VEHICLE ALLOWANCE	3,675	3,600	3,600	2,775	3,700	5,400
41-45 INCENTIVE-CERTIFICATE PAY	1,500	3,000	3,000	1,875	2,500	4,200
41-49 CELL PHONE ALLOWANCE	3,625	3,480	5,100	3,525	4,700	5,640
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	31,879	66,074	24,826	48,206	64,275	11,077
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	18,997	21,023	23,597	17,153	22,871	24,715
47-20 TMRS RETIREMENT FUND	27,795	27,678	37,608	27,804	37,072	43,056
48-10 HEALTH/DENTAL INSURANCE	14,417	14,572	15,982	14,901	19,868	17,062
48-20 LIFE INSURANCE	498	414	580	517	689	629
48-30 DISABILITY INSURANCE	838	850	1,191	859	1,145	1,291
48-40 WORKERS COMP INSURANCE	4,284	4,429	5,241	3,619	4,825	3,844
48-50 EAP SERVICES	292	513	599	404	539	627
48-90 FLEX PLAN ADMINISTRATION	126	122	122	105	140	122
Subtotal of PERSONNEL	\$318,729	\$349,633	\$395,407	\$295,069	\$393,425	\$428,510
51-00 OFFICE SUPPLIES	\$1,468	\$1,522	\$1,522	\$1,126	\$1,501	\$1,568
52-00 PERSONNEL SUPPLIES	2,388	2,496	2,496	557	\$743	4,971
53-00 VEHICLE SUPPLIES	0	206	206	5	\$7	212
53-01 FUEL	2,813	2,459	2,459	2,493	\$3,324	3,618
54-00 OPERATING SUPPLIES	3,714	2,316	2,316	1,439	\$1,919	2,385
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	4,430	5,907	8,000
Subtotal of SUPPLIES	\$10,383	\$8,999	\$8,999	\$10,050	\$13,400	\$20,754
63-00 VEHICLE MAINTENANCE	\$2,126	\$1,950	\$1,950	\$2,060	\$2,747	\$2,009
68-00 EQUIPMENT MAINTENANCE	0	462	462	0	0	464
Subtotal of MAINTENANCE	\$2,126	\$2,412	\$2,412	\$2,060	\$2,747	\$2,473
73-11 VEHICLE INSURANCE	\$1,989	\$2,229	\$2,229	\$1,645	\$2,193	\$2,296
73-22 LAW ENFORCEMENT INSURANCE	1,772	2,368	2,368	1,930	2,573	2,439
74-00 OPERATING SERVICES	1,711	427	427	138	184	440
74-01 POSTAL AND COURIER SERVICES	62	256	256	98	131	264
74-94 PERMITS/INSPECTION/TESTNG	210	256	256	230	307	264
74-97 RECRUITMENT ADVERTISING	0	82	82	144	192	84
75-10 TRAINING	690	404	404	90	120	454
75-20 TRAVEL REIMBURSEMENTS	1,101	1,749	1,749	2,107	2,809	2,051
75-30 MEMBERSHIPS	525	618	618	485	647	737
76-12 TELEPHONE/COMMUNICATIONS	270	858	858	1,176	1,568	884
78-30 RENTAL	283	618	618	461	615	637
78-31 VEHICLE LEASE-INTERNAL	5,514	5,114	5,114	3,836	5,115	5,267
Subtotal of SERVICES	\$14,198	\$14,979	\$14,979	\$12,340	\$16,453	\$15,817
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Totals for ADMINISTRATION	\$345,436	\$376,023	\$421,797	\$319,519	\$426,025	\$467,554

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

	FY07 Actual	FY08 Original Budget	FY8 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
42-20 PART-TIME WAGES	\$366	\$0	\$0	\$176	\$0	\$0
42-25 FIXED RATE PAY	0	\$0	0	\$13	0	0
47-10 SOCIAL SECURITY/MEDICARE	28	\$0	0	\$1	0	0
48-40 WORKERS COMP INSURANCE	1	\$0	0	\$0	0	0
Subtotal of PERSONNEL	\$395	\$0	\$0	\$190	\$0	\$0
Totals for FIRE ADMINISTRATION	\$395	\$0	\$0	\$190	\$0	\$0

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$29,127	\$30,299	\$32,134	\$23,912	\$31,883	\$33,330
41-30 OVERTIME PAY	2,093	817	817	758	1,011	817
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	330	395	395	390	520	455
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	225	300	600
41-49 CELL PHONE ALLOWANCE	438	420	420	333	444	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART TIME WAGES	5,170	10,906	10,906	9,757	13,009	10,906
47-10 SOCIAL SECURITY/MEDICARE	2,864	3,292	3,464	2,706	3,608	3,525
47-20 TMRS RETIREMENT FUND	4,237	4,260	4,557	3,402	4,536	4,854
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	78	66	66	63	84	72
48-30 DISABILITY INSURANCE	131	135	135	108	144	149
48-40 WORKERS COMP INSURANCE	63	64	64	61	81	51
48-50 EAP SERVICES	78	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	0	0	0	0	0	0
Subtotal of PERSONNEL	\$44,909	\$51,368	\$53,672	\$41,801	\$55,735	\$55,293
51-00 OFFICE SUPPLIES	\$1,336	\$1,022	\$1,022	\$525	700	\$1,053
52-00 PERSONNEL SUPPLIES	858	0	0	0	0	0
53-00 VEHICLE SUPPLIES	0	450	450	0	0	464
53-01 FUEL	452	3,848	3,848	183	244	5,797
54-00 OPERATING SUPPLIES	3,469	2,894	2,894	2,748	3,664	2,981
58-00 OPERATING EQUIPMENT <\$5,000	25,150	2,889	2,889	4,327	5,769	2,976
Subtotal of SUPPLIES	\$31,265	\$11,103	\$11,103	\$7,783	\$10,377	\$13,271
63-00 VEHICLE MAINTENANCE	\$867	\$1,611	\$1,611	\$1,595	2,127	\$1,659
68-00 EQUIPMENT MAINTENANCE	3,423	4,842	4,842	3,029	4,039	4,987
Subtotal of MAINTENANCE	\$4,290	\$6,453	\$6,453	\$4,624	\$6,165	\$6,646
73-11 VEHICLE INSURANCE	\$1,706	\$0	\$0	\$969	1,292	0
74-00 OPERATING SERVICES	21,115	2,893	32,893	5,258	7,011	2,980
75-10 TRAINING	735	973	973	1,205	1,607	1,102
75-20 TRAVEL REIMBURSEMENTS	2,848	1,588	1,588	2,017	2,689	1,886
75-30 MEMBERSHIPS	355	618	618	285	380	637
76-11 ELECTRICITY	1,132	1,134	1,134	777	1,036	1,168
76-12 TELEPHONE/COMMUNICATIONS	488	1,775	1,775	360	480	1,828
78-00 CONTRACT SERVICES	10,298	5,146	5,146	1,516	2,021	5,300
78-30 RENTAL	553	798	798	1,217	1,623	822
78-41 ENVIRONMENTAL CLEAN UP	850	10,291	6,541	0	0	10,600
Subtotal of SERVICES	\$40,080	\$25,216	\$51,466	\$13,604	\$18,139	\$26,323
86-00 GARAGE/CARPORT	\$0	\$0	\$0	\$0	0	0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Totals for EMERGENCY MANAGEMENT	\$120,544	\$94,140	\$122,694	\$67,812	\$90,416	\$101,533

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$0	\$0	\$0	\$0	\$0	\$0
47-10 SOCIAL SECURITY/MEDICARE	0	0	0	0	0	0
47-20 TMRS RETIREMENT	0	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	0	0	0	0	0	0
Subtotal of PERSONNEL	\$0	\$0	\$0	\$0	\$0	\$0
55-01 EMERGENCY - MATERIALS	\$0	\$0	\$0	\$0	\$0	0
53-01 FUEL	2,217	0	0	0	0	0
58-01 EMERGENCY - EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$2,217	\$0	\$0	\$0	\$0	\$0
78-00 CONTRACT SERVICES	\$738	\$0	\$0	\$0	\$0	0
79-71 EMERGENCY - SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$738	\$0	\$0	\$0	\$0	\$0
TOTAL TS OR HURRICANE	\$2,955	\$0	\$0	\$0	\$0	\$0

Community Development

Mission Statement

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

Current Operations

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

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

Highlights of the Budget

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

Departmental Goals and Measures

Goal 1 (correlates with City Goals 1, 2, 3, 5 & 6)

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

Objective A:

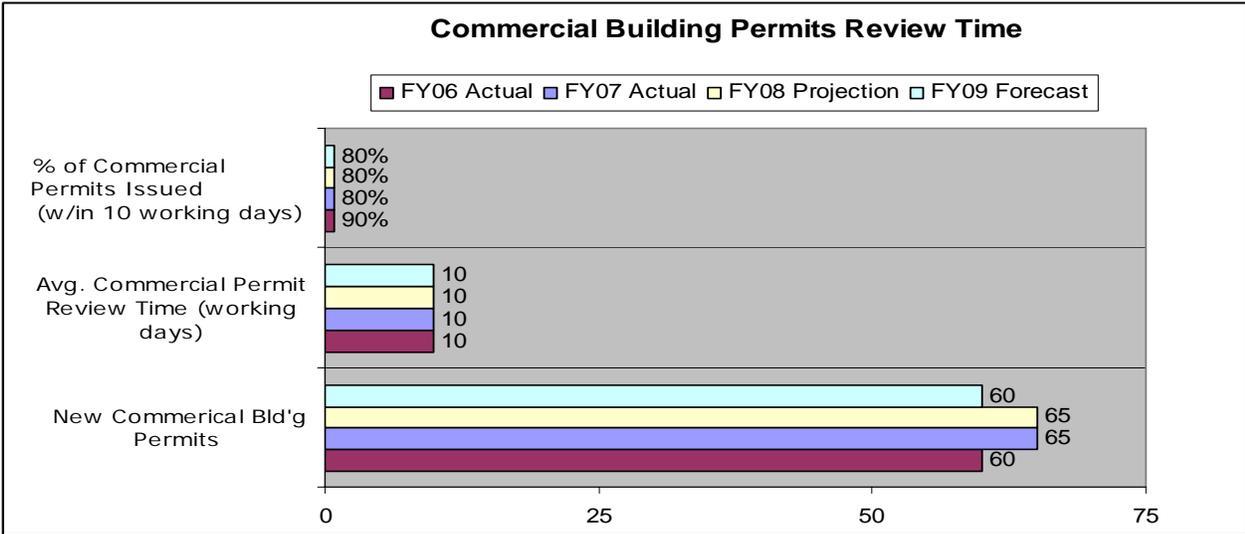
The first objective is to issue residential permits within an average of 10 working days or less. Further, the staff strives to achieve this objective at least 80% of the time.

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
New Residential Building Permits (each)	170	282	212	150
Average Residential Permit Review Time (working days)	6.3	10	10	10
Percentage of Residential Permits Issued Within 10 Working Days	86%	80%	80%	80%

Community Development

Objective B:

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



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

Goal 2 (correlates with City Goals 2, 3, 4, 5 & 6)

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

Objective A:

The first objective is to implement the projects in a timely fashion in order to bring the intended benefits to the citizens as quickly as possible. This involves, in some cases, coordinating the City’s own projects with those of independent developers. The table below identifies the type, number and status of projects for the 2007-08 fiscal year.

Project Category	Phase of Completion				Cost
	Prelim Eng	Final Eng	Const.	Complete	
Water Improvements	2	1	0	1	\$2,636,249
Sewer Improvements		3	1		\$6,356,368
Facilities			1	1	\$10,608,890
Drainage	2		2		\$ 2,578,527
Streets & Thoroughfares					0
Parks					0

Community Development

Objective B:

The second objective is to implement all projects in the most cost effective manner possible. This process begins in the engineering design phases and proceeds through construction and commissioning of the finished infrastructure. The table below identifies the number and cost of Change Orders issued for projects in each category for the 2007-2008 project list.

Project Type	Change Order Number and Dollar Amount					
Project Category	CO #1	CO #2	CO #3	CO #4	Total Cost	C O as a % of Job
Water Improvements	0	0	0	0	\$0	0
Sewer Improvements	0	0	0	0	\$0	0
Facilities	2	2	0	0	(\$43,179.19)	(0.7%)
Drainage	1	1	0	0	(\$8,800.00)	(1.6%)
Streets & Thoroughfares	0	0	0	0	\$0	0

**Community Development
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	218,431	306,031	318,052	230,522	260,256	253,848	-20.2%
Planning	110,922	122,121	131,797	97,521	130,001	137,817	4.6%
Inspection	301,646	297,948	314,061	212,160	282,880	404,927	28.9%
Code Enforcement	76,751	97,950	98,572	46,676	62,235	101,352	2.8%
Engineering (GF)	64,647	72,351	71,625	50,225	66,967	73,165	2.2%
Projects (GF)	141,093	148,940	149,540	110,597	147,463	157,051	5.0%
Engineering (W/S)	67,111	77,442	134,434	66,295	88,393	79,218	-41.1%
Projects (W/S)	150,093	171,979	193,747	136,375	181,833	221,923	14.5%
Department Total	\$1,130,694	\$1,294,762	\$1,411,828	\$950,371	\$1,220,028	\$1,429,301	1.2%

EXPENDITURE BY CLASSIFICATION

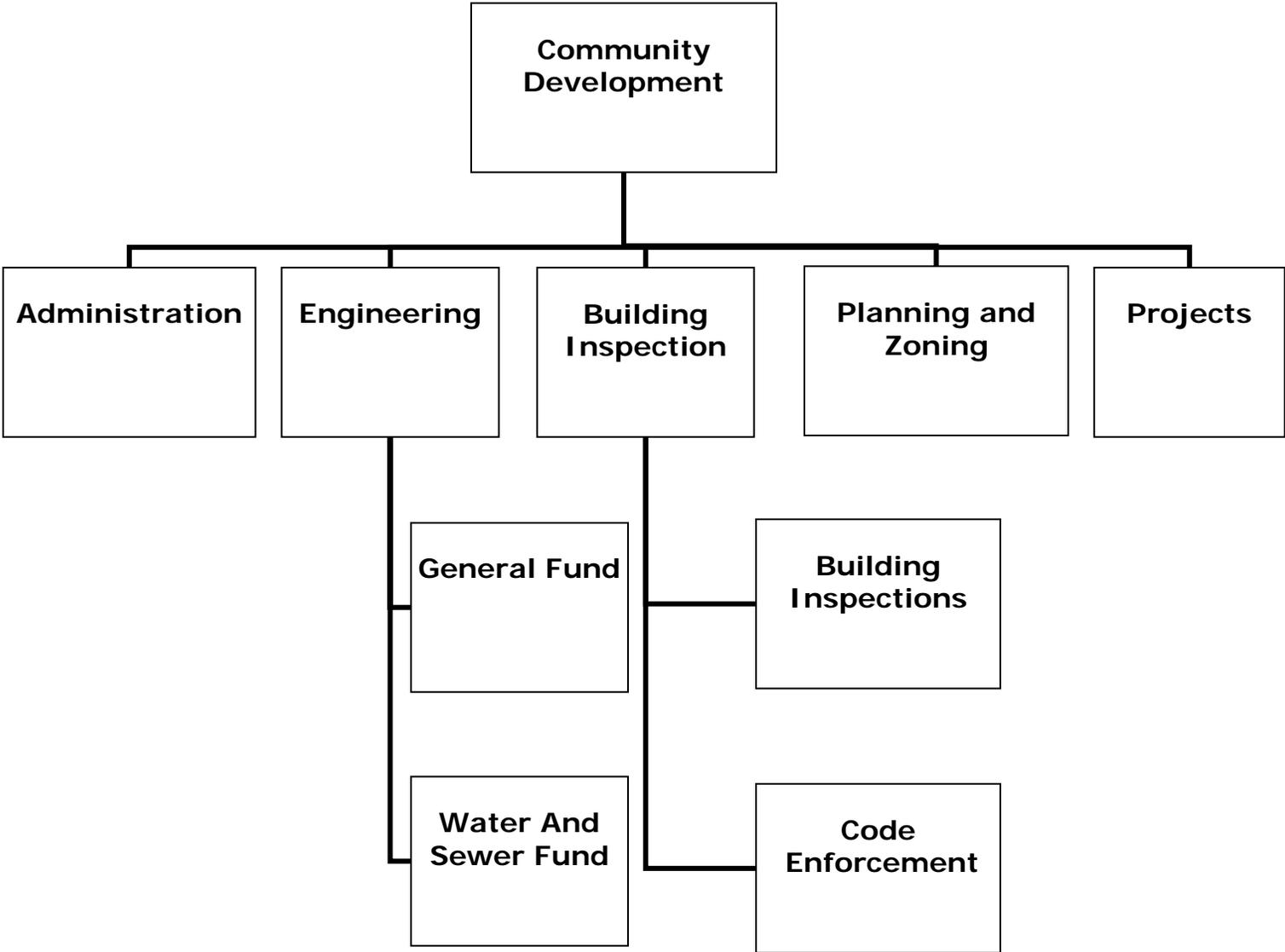
Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	969,880	1,140,579	1,167,772	834,526	1,112,674	1,249,163	7.0%
Supplies	22,830	29,314	29,564	16,680	22,240	36,526	23.5%
Maintenance	603	2,472	2,472	858	1,144	2,546	3.0%
Services	137,381	122,397	212,020	98,307	83,970	126,066	-40.5%
Capital Outlay	0	0	0	0	0	15,000	0.0%
Department Total	\$1,130,694	\$1,294,762	\$1,411,828	\$950,371	\$1,220,028	\$1,429,301	1.2%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Planning	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Inspection	5.0	5.0	5.0	5.0	5.0	5.7	13.4%
Code Enforcement	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Engineering (GF)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Projects (GF)	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Engineering (W/S)	2.0	1.0	1.0	1.0	1.0	1.0	0.0%
Projects (W/S)	1.0	2.0	2.0	2.0	2.0	2.0	0.0%
Department Total	17.0	17.0	17.0	17.0	17.0	17.7	3.9%

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

Community Development



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$113,460	\$204,961	\$174,571	\$132,604	\$176,805	\$164,314
41-30 OVERTIME PAY	1,681	500	500	961	1,281	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	940	735	735	725	967	855
41-44 VEHICLE ALLOWANCE	3,825	7,200	7,200	4,575	6,100	8,100
41-45 INCENTIVE-CERTIFICATE PAY	1,400	5,100	3,300	1,125	1,500	2,100
41-49 CELL PHONE ALLOWANCE	868	2,280	2,280	1,423	1,897	1,500
41-50 HOUSING ALLOWANCE	0	0	13,500	9,288	12,384	0
41-90 ACCRUED PAYROLL	4,033	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	9,275	16,761	16,997	11,099	14,799	13,376
47-20 TMRS RETIREMENT FUND	16,548	29,052	30,894	18,805	25,073	24,130
47-31 ANNUAL 457B CONTRIBUTION	0	0	1,500	0	0	0
48-10 HEALTH/DENTAL INSURANCE	13,711	25,562	22,313	8,923	11,897	16,955
48-20 LIFE INSURANCE	295	447	447	348	464	356
48-30 DISABILITY INSURANCE	495	919	941	596	795	731
48-40 WORKERS COMP INSURANCE	344	570	587	266	355	347
48-50 EAP SERVICES	124	171	171	114	152	142
48-90 FLEX PLAN ADMINISTRATION	108	103	103	106	141	103
Subtotal of PERSONNEL	\$167,107	\$294,361	\$276,039	\$190,958	\$254,611	\$233,509
51-00 OFFICE SUPPLIES	\$1,295	\$1,030	\$1,030	\$695	\$927	\$9,381
54-00 OPERATING SUPPLIES	466	309	559	637	849	318
Subtotal of SUPPLIES	\$1,761	\$1,339	\$1,589	\$1,332	\$1,776	\$9,699
74-00 OPERATING SERVICES	4,608	515	515	271	\$361	530
74-01 POSTAL AND COURIER SERVICES	244	0	0	121	161	0
74-97 RECRUITMENT ADVERTISING	6,617	1,337	1,337	72	96	1,377
75-10 TRAINING	40	1,543	1,543	483	644	1,589
75-20 TRAVEL REIMBURSEMENTS	1,141	1,030	1,030	1,882	2,509	1,061
75-30 MEMBERSHIPS	0	906	906	73	97	933
78-00 CONTRACTED SERVICES	36,913	5,000	35,093	35,330	0	5,150
Subtotal of SERVICES	\$49,563	\$10,331	\$40,424	\$38,232	\$3,869	\$10,640
Totals for COMMUNITY DEV ADMIN	\$218,431	\$306,031	\$318,052	\$230,522	\$260,256	\$253,848

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$72,820	\$82,809	\$90,402	\$67,584	\$90,112	\$96,000
41-30 OVERTIME PAY	1,123	1,500	1,500	0	0	1,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	463	85	85	80	80	145
41-45 INCENTIVE-CERTIFICATE PAY	400	600	1,050	675	900	1,200
41-90 ACCRUED PAYROLL	2,087	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	5,768	6,349	7,117	5,126	6,835	7,378
47-20 TMRS RETIREMENT FUND	10,092	11,005	12,337	9,077	12,103	13,309
48-10 HEALTH/DENTAL INSURANCE	7,675	5,978	5,427	4,070	5,427	5,427
48-20 LIFE INSURANCE	204	179	200	181	241	206
48-30 DISABILITY INSURANCE	342	365	408	308	411	423
48-40 WORKERS COMP INSURANCE	133	173	193	119	159	143
48-50 EAP SERVICES	104	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	34	103	103	29	39	103
Subtotal of PERSONNEL	\$101,245	\$109,260	\$118,936	\$87,335	\$116,420	\$125,948
51-00 OFFICE SUPPLIES	\$1,589	\$1,337	\$1,337	\$751	\$1,001	\$0
54-00 OPERATING SUPPLIES	833	1,543	1,543	295	393	1,589
Subtotal of SUPPLIES	\$2,422	\$2,880	\$2,880	\$1,046	\$1,395	\$1,589
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	835	309	309	12	16	318
74-01 POSTAL / COURIER SERVICES	203	0	0	120	160	0
75-10 TRAINING	3,993	5,146	5,146	6,252	8,336	5,300
75-20 TRAVEL REIMBURSEMENTS	1,579	3,869	3,869	2,321	3,095	3,985
75-30 MEMBERSHIPS	645	657	657	435	580	677
Subtotal of SERVICES	\$7,255	\$9,981	\$9,981	\$9,140	\$12,187	\$10,280
Totals for PLANNING & ZONING	\$110,922	\$122,121	\$131,797	\$97,521	\$130,001	\$137,817

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$178,062	\$177,976	\$190,926	\$130,352	\$173,803	\$239,816
41-30 OVERTIME PAY	6,693	3,830	3,830	4,037	5,383	3,830
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,030	1,190	935	872	1,163	925
41-44 VEHICLE ALLOWANCE	450	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	3,200	6,000	5,775	2,700	3,600	6,000
41-49 CELL PHONE ALLOWANCE	1,778	1,620	1,620	1,148	1,531	2,020
41-90 ACCRUED PAYROLL	1,247	0	0	986	1,315	0
47-10 SOCIAL SECURITY/MEDICARE	13,671	14,247	15,537	9,922	13,229	19,101
47-20 TMRS RETIREMENT FUND	25,242	24,694	26,929	18,611	24,815	34,355
48-10 HEALTH/DENTAL INSURANCE	32,938	32,286	32,223	21,664	28,885	45,959
48-20 LIFE INSURANCE	475	382	420	356	475	529
48-30 DISABILITY INSURANCE	793	785	863	599	799	1,084
48-40 WORKERS COMP INSURANCE	720	796	861	529	705	688
48-50 EAP SERVICES	301	285	285	195	260	325
48-90 FLEX PLAN ADMINISTRATION	167	180	180	72	96	223
Subtotal of PERSONNEL	\$266,767	\$264,271	\$280,384	\$192,043	\$256,057	\$354,855
51-00 OFFICE SUPPLIES	\$2,947	\$3,138	\$3,138	\$2,615	\$3,487	\$0
52-00 PERSONNEL SUPPLIES	1,594	180	180	519	692	185
53-00 VEHICLE SUPPLIES	119	256	256	295	393	264
53-01 FUEL	6,212	7,592	7,592	4,922	6,563	11,438
54-00 OPERATING SUPPLIES	1,046	1,049	1,049	399	532	1,080
58-00 OPERATING EQUIPMENT <\$5,000	227	565	565	146	195	582
Subtotal of SUPPLIES	\$12,145	\$12,780	\$12,780	\$8,896	\$11,861	\$13,549
63-00 VEHICLE MAINTENANCE	\$380	\$1,133	\$1,133	\$758	1,011	\$1,167
Subtotal of MAINTENANCE	\$380	\$1,133	\$1,133	\$758	\$1,011	\$1,167
73-11 VEHICLE INSURANCE	\$2,802	\$1,527	\$1,527	\$1,758	\$2,344	\$1,573
74-00 OPERATING SERVICES	1,140	1,543	1,543	1,057	1,409	1,589
74-01 POSTAL AND COURIER SERVICES	123	0	0	97	129	0
74-97 RECRUITMENT ADVERTISING	0	0	0	73	97	0
74-99 PRIOR YEAR REVENUE REFUND	0	0	0	0	0	0
75-10 TRAINING	1,605	2,573	2,573	575	767	2,650
75-20 TRAVEL REIMBURSEMENTS	966	2,805	2,805	40	53	2,889
75-30 MEMBERSHIPS	345	479	479	652	869	493
78-00 CONTRACT SERVICES	11,225	6,689	6,689	3,100	4,133	6,890
78-31 VEHICLE LEASE-INTERNAL	4,148	4,148	4,148	3,111	4,148	4,272
Subtotal of SERVICES	\$22,354	\$19,764	\$19,764	\$10,463	\$13,951	\$20,356
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0	0	\$15,000
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$15,000
Totals for INSPECTIONS	\$301,646	\$297,948	\$314,061	\$212,160	\$282,880	\$404,927

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$40,119	\$43,521	\$43,377	\$32,621	\$43,495	\$45,259
41-30 OVERTIME PAY	838	500	500	693	924	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	60	125	125	120	160	185
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	225	300	600
41-49 CELL PHONE ALLOWANCE	563	540	540	428	571	540
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	3,150	3,357	3,453	2,556	3,408	3,490
47-20 TMRS RETIREMENT FUND	5,496	5,819	5,986	4,527	6,036	6,296
48-10 HEALTH/DENTAL INSURANCE	4,874	4,925	4,318	3,239	4,319	4,836
48-20 LIFE INSURANCE	108	93	96	87	116	96
48-30 DISABILITY INSURANCE	181	190	196	147	196	198
48-40 WORKERS COMP INSURANCE	196	234	241	160	213	168
48-50 EAP SERVICES	59	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	19	19	19	14	19	19
Subtotal of PERSONNEL	\$55,963	\$59,980	\$59,508	\$44,860	\$59,813	\$62,244
51-00 OFFICE SUPPLIES	\$30	\$0	\$0	\$0	0	\$0
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	216	216	0	0	222
Subtotal of SUPPLIES	\$30	\$216	\$216	\$0	\$0	\$222
74-00 OPERATING SERVICES	\$144	\$1,030	\$1,030	\$165	\$220	\$1,061
74-41 CODE ENFORCEMENT SERVICES	2,870	4,116	4,116	250	333	4,239
75-10 TRAINING	0	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	170	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	1,734	1,734	1,734	1,301	1,735	1,786
78-42 STORM WATER MANAGEMENT	15,840	30,874	31,968	100	133	31,800
Subtotal of SERVICES	\$20,758	\$37,754	\$38,848	\$1,816	\$2,421	\$38,886
Totals for CODE ENFORCEMENT	\$76,751	\$97,950	\$98,572	\$46,676	\$62,235	\$101,352

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$42,170	\$43,751	\$43,551	\$33,017	44,023	\$45,438
41-30 OVERTIME PAY	0	500	500	0	0	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	150	215	215	210	280	275
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	225	300	600
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	3,208	3,403	3,433	2,522	3,363	3,534
47-20 TMRS RETIREMENT FUND	5,595	5,898	5,949	4,443	5,924	6,376
48-10 HEALTH/DENTAL INSURANCE	4,874	4,925	4,318	3,239	4,319	4,318
48-20 LIFE INSURANCE	117	95	95	88	117	99
48-30 DISABILITY INSURANCE	195	195	195	149	199	203
48-40 WORKERS COMP INSURANCE	147	175	175	115	153	127
48-50 EAP SERVICES	59	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	19	19	19	14	19	19
Subtotal of PERSONNEL	\$56,834	\$59,833	\$59,107	\$44,065	\$58,753	\$61,546
51-00 OFFICE SUPPLIES	\$1,198	\$1,236	\$1,236	\$761	\$1,015	\$0
52-00 PERSONNEL SUPPLIES	252	309	309	226	301	318
54-00 OPERATING SUPPLIES	340	618	618	112	149	637
58-00 OPERATING EQUIPMENT <\$5,000	(4)	206	206	155	207	212
Subtotal of SUPPLIES	\$1,786	\$2,369	\$2,369	\$1,254	\$1,672	\$1,167
63-00 VEHICLE MAINTENANCE	\$0	\$515	\$515	\$100	\$133	\$530
Subtotal of MAINTENANCE	\$0	\$515	\$515	\$100	\$133	\$530
71-30 ENGINEERING SERVICES	\$240	\$0	\$0	\$0	\$0	\$0
71-33 JOINT MOBILITY STUDY	0	0	0	0	0	0
73-11 VEHICLE INSURANCE	0	0	0	0	0	0
74-00 OPERATING SERVICES	0	824	824	206	275	849
74-01 POSTAL AND COURIER SERVICES	45	6	6	15	20	6
74-97 RECRUITMENT ADVERTISING	36	37	37	0	0	38
75-10 TRAINING	0	1,236	1,236	742	989	1,273
75-20 TRAVEL REIMBURSEMENTS	132	515	515	82	109	530
75-30 MEMBERSHIPS	268	309	309	45	60	318
78-00 CONTRACT SERVICES	3,745	5,146	5,146	2,545	3,393	5,300
78-31 VEHICLE LEASE-INTERNAL	1,561	1,561	1,561	1,171	1,561	1,608
Subtotal of SERVICES	\$6,027	\$9,634	\$9,634	\$4,806	\$6,408	\$9,922
Totals for ENGINEERING	\$64,647	\$72,351	\$71,625	\$50,225	\$66,967	\$73,165

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$89,440	\$94,242	\$96,288	\$71,480	\$95,307	\$100,911
41-30 OVERTIME PAY	4,067	0	0	3,040	4,053	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	230	405	405	395	527	525
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	1,850	2,400	2,625	1,575	2,100	2,700
41-49 CELL PHONE ALLOWANCE	1,438	1,380	1,380	1,093	1,457	1,380
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	6,609	7,348	7,703	5,360	7,147	7,877
47-20 TMRS RETIREMENT FUND	12,731	12,737	13,352	10,303	13,737	14,210
48-10 HEALTH/DENTAL INSURANCE	19,318	19,751	17,056	12,900	17,200	19,105
48-20 LIFE INSURANCE	239	202	212	191	255	216
48-30 DISABILITY INSURANCE	402	415	435	325	433	445
48-40 WORKERS COMP INSURANCE	442	505	529	356	475	374
48-50 EAP SERVICES	118	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	39	39	39	29	39	39
Subtotal of PERSONNEL	\$136,923	\$139,538	\$140,138	\$107,133	\$142,844	\$147,896
51-00 OFFICE SUPPLIES	\$517	\$515	\$515	\$449	\$599	\$0
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
53-00 VEHICLE SUPPLIES	0	118	118	0	0	122
53-01 FUEL	0	2,727	2,727	75	100	2,809
54-00 OPERATING SUPPLIES	180	798	798	216	288	822
58-00 OPERATING EQUIPMENT <\$5,000	0	515	515	0	0	530
Subtotal of SUPPLIES	\$697	\$4,673	\$4,673	\$740	\$987	\$4,283
63-00 VEHICLE MAINTENANCE	\$139	\$618	\$618	\$0	\$0	\$637
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$139	\$618	\$618	\$0	\$0	\$637
73-11 VEHICLE INSURANCE	\$0	\$495	\$495	\$0	\$0	\$510
74-00 OPERATING SERVICES	39	0	0	200	267	53
74-01 POSTAL AND COURIER SERVICES	156	51	51	0	0	0
75-10 TRAINING	855	1,054	1,054	905	1,207	1,086
75-20 TRAVEL REIMBURSEMENTS	359	376	376	0	0	387
75-30 MEMBERSHIPS	125	129	129	89	119	133
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	206	206	180	240	212
78-31 VEHICLE LEASE-INTERNAL	1,800	1,800	1,800	1,350	1,800	1,854
Subtotal of SERVICES	\$3,334	\$4,111	\$4,111	\$2,724	\$3,632	\$4,235
Totals for PROJECTS	\$141,093	\$148,940	\$149,540	\$110,597	\$147,463	\$157,051

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$29,148	\$36,164	\$35,270	\$26,854	\$35,805	\$37,240
41-30 OVERTIME PAY	643	0	0	0	0	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	0	65	65	60	80	125
41-45 INCENTIVE-CERTIFICATE PAY	0	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,204	2,682	2,703	2,001	2,668	2,766
47-20 TMRS RETIREMENT FUND	3,915	4,650	4,686	3,574	4,765	4,990
48-10 HEALTH/DENTAL INSURANCE	4,039	4,925	4,318	3,239	4,319	4,318
48-20 LIFE INSURANCE	77	77	77	72	96	79
48-30 DISABILITY INSURANCE	132	158	158	120	160	163
48-40 WORKERS COMP INSURANCE	101	140	140	93	124	101
48-50 EAP SERVICES	49	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	73	19	19	82	109	19
Subtotal of PERSONNEL	\$40,381	\$48,937	\$47,493	\$36,138	\$48,184	\$49,858
51-00 OFFICE SUPPLIES	\$1,858	\$1,646	\$1,646	\$1,582	\$2,109	\$1,695
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	0	0	0	0	0
Subtotal of SUPPLIES	\$1,858	\$1,646	\$1,646	\$1,582	\$2,109	\$1,695
63-00 VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
71-30 ENGINEERING SERVICES	\$24,847	\$26,603	\$85,039	\$28,575	\$38,100	\$27,401
71-34 GIS IMPLEMENTATION PLAN	0	0	0	0	0	0
73-11 VEHICLE INSURANCE	0	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	25	256	256	0	0	264
78-31 VEHICLE LEASE-INTERNAL	0	0	0	0	0	0
Subtotal of SERVICES	\$24,872	\$26,859	\$85,295	\$28,575	\$38,100	\$27,665
Totals for ENGINEERING	\$67,111	\$77,442	\$134,434	\$66,295	\$88,393	\$79,218

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$105,259	\$122,064	\$131,091	\$94,603	\$126,137	\$151,209
41-30 OVERTIME PAY	4,703	3,500	3,440	3,219	4,292	3,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	28	185	185	100	133	165
41-44 VEHICLE ALLOWANCE	3,000	3,600	3,600	2,400	3,200	5,400
41-45 INCENTIVE-CERTIFICATE PAY	2,200	4,800	3,900	1,700	2,267	4,200
41-49 CELL PHONE ALLOWANCE	913	960	1,635	1,308	1,744	1,860
41-90 ACCRUED PAYROLL	2,447	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	9,062	10,065	11,004	7,615	10,153	12,398
47-20 TMRS RETIREMENT FUND	15,548	17,447	19,075	13,733	18,311	22,364
48-10 HEALTH/DENTAL INSURANCE	291	348	10,696	6,239	8,319	10,695
48-20 LIFE INSURANCE	273	261	289	254	339	323
48-30 DISABILITY INSURANCE	462	536	593	432	576	664
48-40 WORKERS COMP INSURANCE	349	500	526	297	396	396
48-50 EAP SERVICES	109	114	114	81	108	114
48-90 FLEX PLAN ADMINISTRATION	16	19	19	13	17	19
Subtotal of PERSONNEL	\$144,660	\$164,399	\$186,167	\$131,994	\$175,992	\$213,307
51-00 OFFICE SUPPLIES	\$403	\$412	\$412	\$167	\$223	\$424
52-00 PERSONNEL SUPPLIES	276	118	118	327	436	122
53-00 VEHICLE SUPPLIES	0	206	206	0	0	212
53-01 FUEL	1,457	1,698	1,698	1,252	1,669	2,558
54-00 OPERATING SUPPLIES	(5)	462	462	84	112	476
58-00 OPERATING EQUIPMENT <\$5,000	0	515	515	0	0	530
Subtotal of SUPPLIES	\$2,131	\$3,411	\$3,411	\$1,830	\$2,440	\$4,322
63-00 VEHICLE MAINTENANCE	\$84	\$206	\$206	\$0	\$0	\$212
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$84	\$206	\$206	\$0	\$0	\$212
73-11 VEHICLE INSURANCE	\$882	\$339	\$339	\$763	\$1,017	\$349
74-00 OPERATING SERVICES	0	771	771	140	187	794
74-01 POSTAL AND COURIER SERVICES	0	515	515	153	204	530
74-97 RECRUITMENT ADVERTISING	288	0	0	0	0	0
75-10 TRAINING	0	256	256	180	240	264
75-20 TRAVEL REIMBURSEMENTS	207	256	256	39	52	264
75-30 MEMBERSHIPS	140	125	125	0	0	129
78-00 CONTRACT SERVICES	0	0	0	0	0	0
78-30 RENTAL	0	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	1,701	1,701	1,701	1,276	1,701	1,752
Subtotal of SERVICES	\$3,218	\$3,963	\$3,963	\$2,551	\$3,401	\$4,082
Totals for PROJECTS	\$150,093	\$171,979	\$193,747	\$136,375	\$181,833	\$221,923

Public Works

Mission Statement

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

Current Operations

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

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

Highlights Of Proposed Budget

Street Maintenance Program

This is the sixth year of this program. This program is intended to be an on-going maintenance project to repair and reconstruct existing concrete streets, sidewalks, curbs, sealing and asphalt overlays. The requested budgeted amount this year for the program is \$700,000.

Sanitary Sewer Rehabilitation Program

This program will begin its seventh year and is the City's primary effort to reduce the amount of infiltration and inflow (I&I) into the collection system. Through this program, a portion of the entire wastewater collection system is cleaned and inspected by camera. Damaged sections are located and a suitable method is selected for the repair. The requested budgeted amount for this program is \$300,000.

Eagle Lakes Lift Station Upgrade

This upgrade request will convert the lift station to a submersible type Lift Station. This step will eliminate the above ground pumps. These units will be replaced by submersible models offering less power consumption and over-all maintenance cost. The budgeted amount for this upgrade is \$30,000.

Gradall

The purchase of this machine will allow Streets and Drainage crews to be able to complete projects in a more expeditious time frame. The Gradall that is currently used is feeble. The necessary numerous costly repairs and difficulty in finding the parts have made this machine dispensable. The new Gradall will be cost effective saving funds on repairs and time on ditch cleaning. The requested budgeted amount for this truck is \$200,000; which will be financed over a 5 year amortization period.

Equipment Operator for Streets

New projects such as street sealing, street sweeping, sidewalk repairs, mowing of City easements and traffic light maintenance have increased the work for this section. These additional projects have created the need for an additional person in the street section. The requested budgeted amount for this additional employee is \$43,745.

Crew Truck for Utilities:

The purchase of this crew truck will enable Utilities to transport crews to various areas as necessitated by projects and work orders. This crew truck will expedite the time it takes to complete projects by employees being able to be at various job sites as needed for projects. The requested budgeted amount for this crew truck is \$18,000 plus \$5,280 for vehicle supplies and maintenance.

Utility Worker for Utilities

The utility section has started to install fire hydrants, plans to increase the amount of meter change outs done through that program each year, in addition to current projects. The position for Utility Worker would assist in these projects as well as aid in daily work orders. The requested budgeted amount for this additional employee is \$41,200.

Departmental Goals and Measures

Goal 1 (correlates with City Goal 6)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Water & Sewer Work Orders (each)	2174	2058	2000	2000
Average Time to Complete Water & Sewer Work Orders (days)	1.33	1.27	1.5	1.5
Percentage of Water & Sewer Work Orders Completed Within 2 Working Days	94.5%	96%	95%	95%

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

Goal 2 (correlates with City Goals 1 & 3)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Streets & Drainage Work Orders (each)	444	520	500	500
Average Time to Complete Street & Drainage Work Orders (days)	6.8	8.78	9	9
Percentage of Street & Drainage Work Orders Completed within 10 Working Days	85%	81%	80%	80%

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

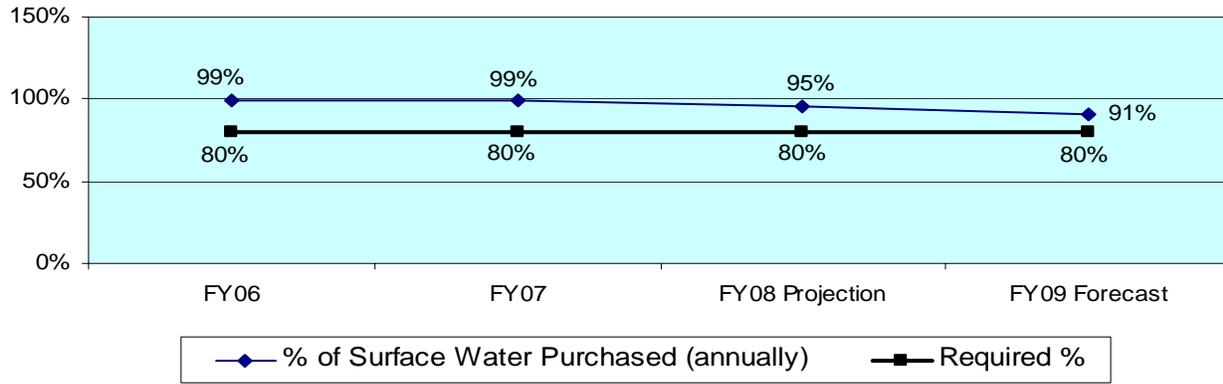
Goal 3 (correlates with City Goals 1, 3 & 6)

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

Objective A:

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

**Total Surface Water Purchased
(annually)**



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

**Public Works
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration (GF)	168,692	177,790	191,363	141,906	189,208	201,999	5.6%
Streets/Sidewalks	1,019,826	1,033,419	1,087,389	837,990	1,101,487	1,134,770	4.4%
Drainage Operations	501,293	349,782	375,641	223,120	297,493	367,797	-2.1%
Sanitation	3,394	0	3,750	4,476	4,718	0	-100.0%
Administration (W/S)	44,814	47,467	50,711	38,895	51,860	53,397	5.3%
Water Operations (W/S)	1,538,021	1,912,503	1,939,766	1,237,697	1,650,263	2,161,407	11.4%
Sewer Operations (W/S)	1,920,570	2,245,226	2,256,158	1,489,396	1,985,861	2,297,949	1.9%
Utility Customer Svc. (W/S)	149,457	160,835	162,029	119,841	159,788	170,551	5.3%
Department Total	\$5,346,067	\$5,927,022	\$6,066,807	\$4,093,321	\$5,440,678	\$6,387,870	5.3%

EXPENDITURE BY CLASSIFICATION

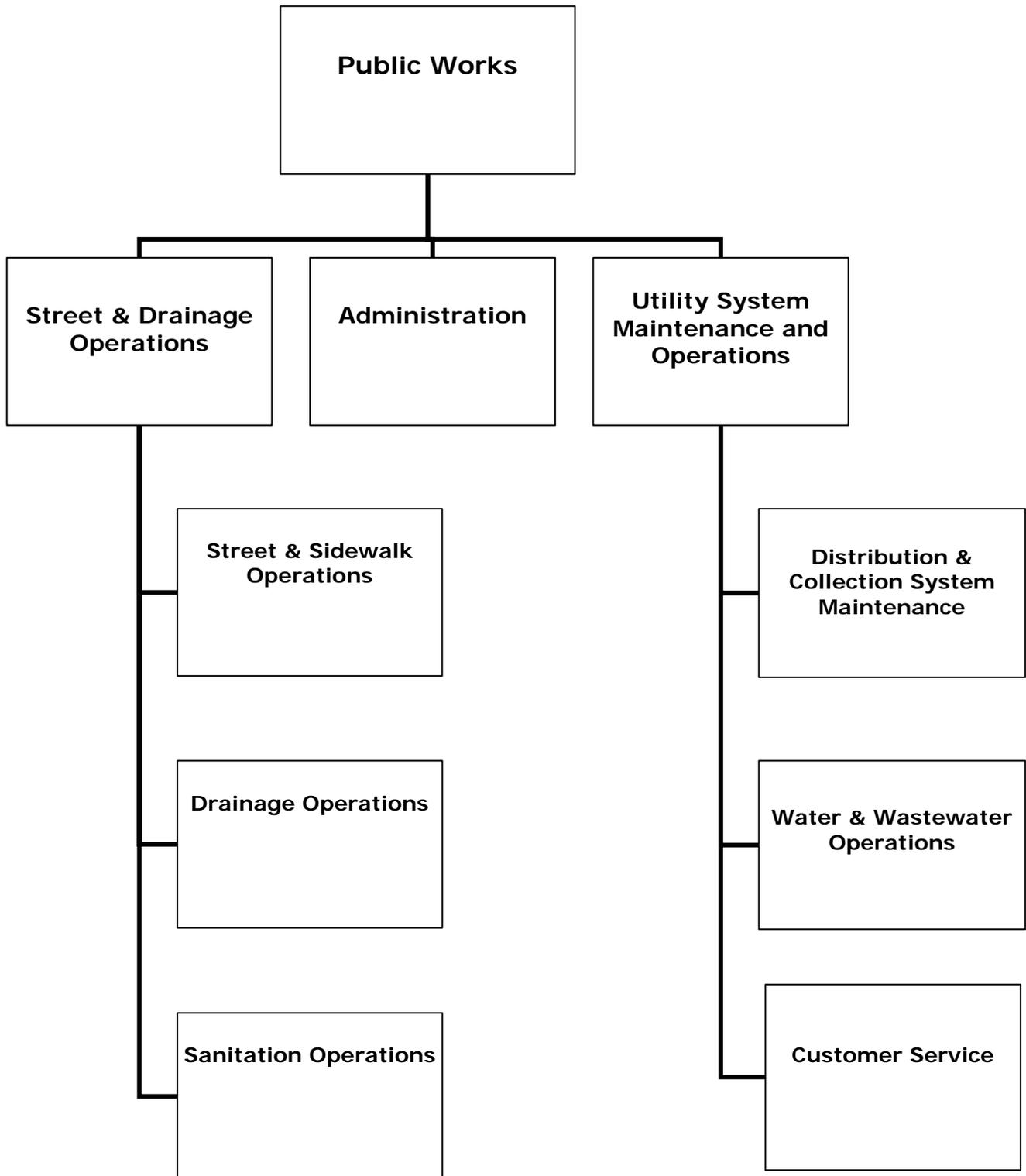
Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	1,751,775	1,917,016	1,979,858	1,421,583	1,895,444	2,158,418	9.0%
Supplies	194,599	230,095	230,095	166,111	221,483	280,349	21.8%
Maintenance	400,581	489,132	515,853	310,064	413,419	480,602	-6.8%
Services	2,840,821	3,210,879	3,209,851	2,088,621	2,783,576	3,348,506	4.3%
Capital Outlay	76,564	0	51,250	47,500	47,500	28,000	-45.4%
Other	81,727	79,900	79,900	59,442	79,256	91,995	15.1%
Department Total	\$5,346,067	\$5,927,022	\$6,066,807	\$4,093,321	\$5,440,678	\$6,387,870	5.3%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration (GF)	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Streets/Sidewalks	8.0	8.0	8.0	8.0	8.0	8.0	0.0%
Drainage Operations	6.0	6.0	6.0	6.0	6.0	7.0	16.7%
Administration (W/S)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Water Operations	9.0	9.0	9.0	9.0	9.0	10.3	14.8%
Sewer Operations	8.0	8.0	8.0	8.0	8.0	8.0	0.0%
Customer Service	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Department Total	36.0	36.0	36.0	36.0	36.0	38.3	6.5%

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

Public Works



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$120,154	\$125,144	\$137,465	\$102,152	\$136,203	\$144,703
41-30 OVERTIME PAY	708	1,000	1,000	698	931	1,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,635	1,760	1,760	1,755	2,340	1,880
41-44 VEHICLE ALLOWANCE	3,675	3,600	3,600	2,775	3,700	3,600
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	225	300	600
41-49 CELL PHONE ALLOWANCE	438	420	420	333	444	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	9,186	9,978	11,081	7,785	10,380	11,457
47-20 TMRS RETIREMENT FUND	16,649	17,294	19,206	14,336	19,115	20,668
48-10 HEALTH/DENTAL INSURANCE	12,886	13,441	11,551	8,663	11,551	12,937
48-20 LIFE INSURANCE	322	271	303	271	361	313
48-30 DISABILITY INSURANCE	542	556	621	461	615	643
48-40 WORKERS COMP INSURANCE	220	260	290	187	249	215
48-50 EAP SERVICES	118	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	107	103	103	96	128	103
Subtotal of PERSONNEL	\$166,940	\$174,541	\$188,114	\$139,823	\$186,431	\$198,653
51-00 OFFICE SUPPLIES	\$562	\$1,236	\$1,236	\$559	\$745	\$1,273
52-00 PERSONNEL SUPPLIES	106	204	204	0	0	210
54-00 OPERATING SUPPLIES	132	309	309	424	565	318
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$800	\$1,749	\$1,749	\$983	\$1,311	\$1,801
68-00 EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	225	103	103	225	300	106
74-01 POSTAL AND COURIER SERVICES	70	77	77	58	77	79
74-94 PERMITS & INSPECTION FEES	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	0	386	386	330	440	398
75-20 TRAVEL REIMBURSEMENTS	0	606	606	0	0	624
75-30 MEMBERSHIPS	657	328	328	487	649	338
76-12 TELEPHONE/ COMMUNICATIONS	0	0	0	0	0	0
76-16 REFUSE SERVICES	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$952	\$1,500	\$1,500	\$1,100	\$1,467	\$1,545
Totals for ADMINISTRATION	\$168,692	\$177,790	\$191,363	\$141,906	\$189,208	\$201,999

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$242,146	\$254,555	\$270,272	\$208,904	\$278,539	\$307,519
41-30 OVERTIME PAY	6,861	10,179	10,179	4,962	6,616	10,179
41-43 LONGEVITY PAY	5,723	6,135	6,135	6,100	8,133	6,555
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	225	300	600
41-49 CELL PHONE ALLOWANCE	1,438	1,380	1,380	1,093	1,457	1,380
41-90 ACCRUED PAYROLL	151	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	18,215	20,614	22,076	15,919	21,225	24,663
47-20 TMRS RETIREMENT FUND	33,677	35,731	38,264	29,392	39,189	44,415
48-10 HEALTH/DENTAL INSURANCE	51,033	61,032	46,565	32,420	43,227	62,192
48-20 LIFE INSURANCE	658	553	595	560	747	674
48-30 DISABILITY INSURANCE	1,097	1,135	1,221	942	1,256	1,382
48-40 WORKERS COMP INSURANCE	12,392	15,001	16,098	9,735	12,980	11,653
48-50 EAP SERVICES	459	456	456	361	481	516
48-90 FLEX PLAN ADMINISTRATION	218	218	218	188	251	282
Subtotal of PERSONNEL	\$374,368	\$407,589	\$414,059	\$310,801	\$414,401	\$472,010
51-00 OFFICE SUPPLIES	\$249	\$256	\$256	\$133	\$177	\$264
52-00 PERSONNEL SUPPLIES	5,370	5,411	5,411	3,827	5,103	6,073
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
53-01 FUEL	18,298	16,063	16,063	18,459	24,612	24,200
54-00 OPERATING SUPPLIES	5,216	2,623	2,623	8,296	11,061	2,702
54-74 SIGN MATERIALS	28,481	30,270	30,270	19,947	26,596	31,178
54-95 CHEMICALS	0	0	0	0	0	0
56-00 FACILITY SUPPLIES	137	1,030	1,030	391	521	1,061
58-00 OPERATING EQUIPMENT <\$5,000	7,522	6,025	6,025	2,979	3,972	6,206
Subtotal of SUPPLIES	\$65,273	\$61,678	\$61,678	\$54,032	\$72,043	\$71,684
63-00 VEHICLE MAINTENANCE	\$9,812	\$13,256	\$13,256	\$5,163	\$6,884	\$13,654
65-10 STREET MAINTENANCE	69,576	82,639	82,639	62,396	83,195	85,118
65-11 CONCRETE STREET MAINT	0	0	0	0	0	0
65-12 ASPHALT STREET MAINT	0	0	0	0	0	0
65-15 BRIDGE MAINTENANCE	0	1,030	1,030	692	923	1,061
65-17 TRAFFIC LIGHT MAINTENANCE	195	309	309	0	0	318
65-20 SIDEWALK MAINTENANCE	53,189	18,010	18,010	19,274	25,699	18,550
65-30 DRAINAGE MAINTENANCE	0	0	0	20	27	0
68-00 EQUIPMENT MAINTENANCE	8,745	18,525	18,525	2,644	3,525	19,081
68-71 CONSTRUCTION EQUIP MAINT	1,379	3,088	3,088	259	345	3,181
Subtotal of MAINTENANCE	\$142,896	\$136,857	\$136,857	\$90,448	\$120,597	\$140,963
73-11 VEHICLE INSURANCE	\$5,005	\$4,842	\$4,842	\$3,341	\$4,455	\$4,987
74-00 OPERATING SERVICES	230	1,852	1,852	0	0	1,908
74-97 RECRUITMENT ADVERTISING	360	309	309	180	240	318
75-10 TRAINING	0	388	388	115	153	400
75-20 TRAVEL REIMBURSEMENTS	49	108	108	124	165	111
75-30 MEMBERSHIPS	186	125	125	120	160	129
76-11 ELECTRICITY	412,939	407,965	407,965	317,228	422,971	420,204
76-25 SAFETY SERVICES	351	0	0	270	360	0
78-00 CONTRACT SERVICES	5,889	1,181	1,181	1,902	2,536	1,216
78-30 RENTAL	0	745	745	4,594	6,125	767
78-31 VEHICLE LEASE-INTERNAL	9,780	9,780	9,780	7,335	9,780	10,073
79-71 EMERGENCY - SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$434,789	\$427,295	\$427,295	\$335,209	\$446,945	\$440,113
85-10 STREET & SIDEWALK IMPROVEMENTS	\$2,500	\$0	\$47,500	\$47,500	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	10,000
Subtotal of CAPITAL	\$2,500	\$0	\$47,500	\$47,500	\$0	\$10,000
Totals for STREET/SIDEWALK OPERATION	\$1,019,826	\$1,033,419	\$1,087,389	\$837,990	\$1,053,987	\$1,134,770

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$164,934	\$189,168	\$197,874	\$133,418	\$177,891	\$207,380
41-30 OVERTIME PAY	11,039	6,138	6,138	3,455	4,607	6,138
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,470	4,810	4,810	4,765	6,353	5,110
41-45 INCENTIVE-CERTIFICATE PAY	1,200	2,400	2,400	900	1,200	2,400
41-49 CELL PHONE ALLOWANCE	563	540	540	428	571	540
41-90 ACCRUED PAYROLL	0	0	0	32	43	0
47-10 SOCIAL SECURITY/MEDICARE	13,327	15,184	16,200	10,472	13,963	16,561
47-20 TMRS RETIREMENT FUND	23,918	26,319	28,079	18,983	25,311	29,875
48-10 HEALTH/DENTAL INSURANCE	32,810	36,845	31,500	21,350	28,467	31,500
48-20 LIFE INSURANCE	463	406	435	367	489	445
48-30 DISABILITY INSURANCE	775	834	894	612	816	914
48-40 WORKERS COMP INSURANCE	6,511	8,552	9,213	4,922	6,563	6,608
48-50 EAP SERVICES	326	342	342	233	311	342
48-90 FLEX PLAN ADMINISTRATION	108	243	243	79	105	243
Subtotal of PERSONNEL	\$260,444	\$291,781	\$298,668	\$200,016	\$266,688	\$308,056
52-00 PERSONNEL SUPPLIES	\$2,334	\$3,700	\$3,700	\$2,127	\$2,836	\$3,811
53-01 FUEL	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	1,262	771	771	1,220	1,627	794
54-95 CHEMICALS	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	610	2,058	2,058	0	0	2,120
Subtotal of SUPPLIES	\$4,206	\$6,529	\$6,529	\$3,347	\$4,463	\$6,725
65-30 DRAINAGE MAINTENANCE	\$32,646	\$45,281	\$45,281	\$5,203	\$6,937	\$46,639
Subtotal of MAINTENANCE	\$32,646	\$45,281	\$45,281	\$5,203	\$6,937	\$46,639
71-35 DRAINAGE MASTER PLAN	\$111,375	\$0	\$18,972	\$10,585	\$14,113	\$0
74-00 OPERATING SERVICES	0	1,622	1,622	0	0	1,671
75-10 TRAINING	0	0	0	0	0	0
75-30 MEMBERSHIPS	0	0	0	1,000	1,333	0
78-00 CONTRACT SERVICES	13,859	0	0	120	160	0
78-30 RENTAL	0	771	771	0	0	794
78-31 VEHICLE LEASE-INTERNAL	4,699	3,798	3,798	2,849	3,799	3,912
Subtotal of SERVICES	\$129,933	\$6,191	\$25,163	\$14,554	\$19,405	\$6,377
88-00 CAPITAL EQUIPMENT	\$74,064	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$74,064	\$0	\$0	\$0	\$0	\$0
Totals for DRAINAGE OPERATIONS	\$501,293	\$349,782	\$375,641	\$223,120	\$297,493	\$367,797

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
78-43 HHW AGREEMENT W PEARLAND	\$0	\$0	\$3,750	\$3,750	\$3,750	\$0
98-30 PROVISION FOR UNCOLL A/R	\$3,394	\$0	\$0	\$726	\$968	\$0
Subtotal of OTHER	\$3,394	\$0	\$3,750	\$4,476	\$4,718	\$0
Totals for SANITATION OPERATIONS	\$3,394	\$0	\$3,750	\$4,476	\$4,718	\$0

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$28,698	\$29,879	\$32,408	\$24,032	\$32,043	\$34,365
41-30 OVERTIME PAY	412	1,000	1,000	291	388	1,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	230	295	295	290	387	355
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	600	1,200	1,200	450	600	1,200
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,290	2,419	2,670	1,917	2,556	2,758
47-20 TMRS RETIREMENT FUND	3,931	4,194	4,629	3,329	4,439	4,976
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	79	64	71	65	87	74
48-30 DISABILITY INSURANCE	130	132	147	109	145	151
48-40 WORKERS COMP INSURANCE	52	63	70	43	57	52
48-50 EAP SERVICES	59	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	0	0	0	0	0	0
Subtotal of PERSONNEL	\$36,481	\$39,303	\$42,547	\$30,569	\$40,759	\$44,988
51-00 OFFICE SUPPLIES	\$337	\$542	\$542	\$252	\$336	\$558
52-00 PERSONNEL SUPPLIES	22	23	23	0	0	24
54-00 OPERATING SUPPLIES	85	139	139	0	0	143
54-77 WATER CONSERVE LITERATURE	1,383	1,543	1,543	1,346	1,795	1,589
Subtotal of SUPPLIES	\$1,827	\$2,247	\$2,247	\$1,598	\$2,131	\$2,314
73-11 VEHICLE INSURANCE	\$923	\$0	\$0	\$532	709	\$0
74-00 OPERATING SERVICES	0	0	0	0	0	0
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
74-22 CONSUMER CONFIDENCE RPT	5,583	5,917	5,917	6,196	8,261	6,095
75-10 TRAINING	0	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	0	0	0	0	0	0
75-30 MEMBERSHIPS	0	0	0	0	0	0
78-30 RENTAL	0	0	0	0	0	0
79-12 WATER CONSERVATION PROGRAM	0	0	0	0	0	0
Subtotal of SERVICES	\$6,506	\$5,917	\$5,917	\$6,728	\$8,971	\$6,095
Totals for PUBLIC WORKS ADMIN	\$44,814	\$47,467	\$50,711	\$38,895	\$51,860	\$53,397

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$279,530	\$280,420	\$307,425	\$224,735	\$299,647	\$366,997
41-30 OVERTIME PAY	30,424	45,858	45,858	23,179	30,905	45,858
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,100	4,320	5,183	5,494	7,325	5,950
41-45 INCENTIVE-CERTIFICATE PAY	1,950	4,200	3,750	1,350	1,800	3,600
41-49 CELL PHONE ALLOWANCE	508	540	540	428	571	740
41-90 ACCRUED PAYROLL	0	0	0	69	92	0
47-10 SOCIAL SECURITY/MEDICARE	22,416	25,233	27,751	18,059	24,079	31,738
47-20 TMRS RETIREMENT FUND	41,686	43,737	48,102	33,898	45,197	57,133
48-10 HEALTH/DENTAL INSURANCE	63,609	65,314	61,300	42,076	56,101	67,850
48-20 LIFE INSURANCE	750	605	677	610	813	799
48-30 DISABILITY INSURANCE	1,254	1,243	1,390	1,030	1,373	1,636
48-40 WORKERS COMP INSURANCE	5,645	6,351	7,787	4,289	5,719	6,441
48-50 EAP SERVICES	528	513	513	380	507	593
48-90 FLEX PLAN ADMINISTRATION	241	238	238	196	261	323
Subtotal of PERSONNEL	\$453,641	\$478,572	\$510,514	\$355,793	\$474,391	\$589,658
51-00 OFFICE SUPPLIES	\$157	\$256	\$256	\$85	\$113	\$264
52-00 PERSONNEL SUPPLIES	4,729	6,145	6,145	3,747	4,996	6,829
53-00 VEHICLE SUPPLIES	0	0	0	0	0	750
53-01 FUEL	30,070	31,523	31,523	28,212	37,616	48,991
54-00 OPERATING SUPPLIES	8,657	10,260	10,260	7,797	10,396	10,568
54-75 WATER METERS & BOXES	33,484	49,073	49,073	27,589	36,785	50,545
54-78 FIRE HYDRANT PROGRAM	0	0	0	0	0	0
54-95 PESTICIDES/CHEMICALS	5,566	15,025	15,025	4,284	5,712	15,476
56-00 FACILITY SUPPLIES	2	1,080	1,080	0	0	1,112
58-00 OPERATING EQUIPMENT <\$5,000	5,597	5,146	5,146	5,657	7,543	10,300
Subtotal of SUPPLIES	\$88,262	\$118,508	\$118,508	\$77,371	\$103,161	\$144,835
63-00 VEHICLE MAINTENANCE	\$10,598	\$6,190	\$6,190	\$5,054	\$6,739	\$9,406
65-41 DISTRIBUTION LINE MAINT	39,647	94,164	94,164	50,926	67,901	96,989
65-42 WATER WELL MAINTENANCE	0	0	0	0	0	0
65-43 WATER PLANT MAINTENANCE	46,122	37,769	39,292	19,519	26,025	38,902
65-46 FIRE HYDRANT MAINTENANCE	20,703	35,505	49,303	33,683	44,911	36,570
65-47 WATER METER MAINTENANCE	1,724	6,586	6,586	1,940	2,587	6,784
65-51 COLLECTION LINE MAINTANCE	0	0	0	0	0	0
65-52 LIFT STATION MAINTENANCE	0	0	0	0	0	0
68-00 EQUIPMENT MAINTENANCE	4,355	3,035	3,035	3,040	4,053	3,126
68-71 CONSTRUCTION EQUIP MAINT	212	5,764	5,764	12,083	16,111	5,937
Subtotal of MAINTENANCE	\$123,361	\$189,013	\$204,334	\$126,245	\$168,327	\$197,714
71-40 CONSULTING SERVICES	\$0	\$0	\$0	\$0	\$0	\$40,000
73-11 VEHICLE INSURANCE	2,876	0	0	2,006	2,675	0
74-00 OPERATING SERVICES	19,539	30,380	30,380	14,431	19,241	31,291
74-71 PURCHASED WATER	659,391	922,093	902,093	549,693	732,924	949,756
74-92 SPECIAL EVENTS	0	0	0	0	0	0
74-94 PERMITS & INSPECTION FEES	10,095	10,291	10,291	9,968	13,291	10,600
74-97 RECRUITMENT ADVERTISING	720	0	0	72	96	0
74-98 JUDGMENTS & DAMAGE CLAIM	1,205	0	0	0	0	0
75-10 TRAINING	1,386	3,299	3,299	1,524	2,032	4,398
75-20 TRAVEL REIMBURSEMENTS	160	898	898	31	41	925
75-30 MEMBERSHIPS	466	115	115	420	560	418
76-11 ELECTRICITY	76,317	65,367	65,367	22,591	30,121	67,328
76-12 TELEPHONE/COMMUNICATIONS	834	0	0	677	903	0
76-13 NATURAL GAS	193	0	0	239	319	0
76-25 SAFETY SERVICES	117	0	0	92	123	0
78-00 CONTRACT SERVICES	69	0	0	248	331	0
78-30 RENTAL	34	1,169	1,169	880	1,173	1,204
78-31 VEHICLE LEASE-INTERNAL	7,723	7,723	7,723	5,792	7,723	7,955
78-40 POLLUTION CONTROL & ABATE	13,299	18,575	18,575	10,908	14,544	19,132
Subtotal of SERVICES	\$794,424	\$1,059,910	\$1,039,910	\$619,572	\$826,096	\$1,133,007
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$18,000
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$18,000
93-42 95 CITY OF HOUSTON BONDS	\$78,333	\$66,500	\$66,500	\$58,716	\$78,288	\$78,193
Subtotal of OTHER	\$78,333	\$66,500	\$66,500	\$58,716	\$78,288	\$78,193
Totals for WATER OPERATIONS	\$1,538,021	\$1,912,503	\$1,939,766	\$1,237,697	\$1,650,263	\$2,161,407

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$229,391	\$264,078	\$271,972	\$196,691	\$262,255	\$280,444
41-30 OVERTIME PAY	22,122	30,843	30,843	19,913	26,551	30,843
41-43 LONGEVITY PAY	3,642	4,570	3,651	3,315	4,420	3,705
41-45 INCENTIVE-CERTIFICATE PAY	875	600	1,050	725	967	1,500
41-49 CELL PHONE ALLOWANCE	563	540	540	428	571	540
41-90 ACCRUED PAYROLL	5,160	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	18,478	22,645	23,566	15,630	20,840	23,924
47-20 TMRS RETIREMENT FUND	34,358	39,252	40,848	29,367	39,156	43,156
48-10 HEALTH/DENTAL INSURANCE	49,136	61,247	50,506	39,278	52,371	52,948
48-20 LIFE INSURANCE	626	571	599	523	697	608
48-30 DISABILITY INSURANCE	1,038	1,173	1,230	884	1,179	1,248
48-40 WORKERS COMP INSURANCE	4,636	5,959	6,205	4,025	5,367	4,698
48-50 EAP SERVICES	435	456	456	328	437	456
48-90 FLEX PLAN ADMINISTRATION	131	116	116	111	148	116
Subtotal of PERSONNEL	\$370,591	\$432,050	\$431,582	\$311,218	\$414,957	\$444,186
51-00 OFFICE SUPPLIES	\$3	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	5,548	5,774	5,774	3,344	4,459	5,947
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
53-01 FUEL	24,750	26,076	26,076	21,442	28,589	39,284
54-00 OPERATING SUPPLIES	1,943	2,511	2,511	2,096	2,795	2,586
56-00 FACILITY SUPPLIES	0	843	843	0	0	868
58-00 OPERATING EQUIPMENT <\$5,000	589	2,058	2,058	768	1,024	2,120
Subtotal of SUPPLIES	\$32,833	\$37,262	\$37,262	\$27,650	\$36,867	\$50,805
62-40 FENCE MAINTENANCE	\$1,141	\$1,030	\$1,030	\$703	\$937	\$1,061
63-00 VEHICLE MAINTENANCE	7,986	4,631	4,631	3,489	4,652	4,770
65-51 COLLECTION LINE MAINTENANCE	25,657	25,419	25,419	5,824	7,765	26,182
65-52 LIFT STATION MAINTENANCE	63,877	76,625	76,625	62,285	83,047	52,689
68-00 EQUIPMENT MAINTENANCE	1,776	7,667	19,067	14,038	18,717	7,897
68-71 CONSTRUCTION EQUIP MAINT.	179	1,133	1,133	849	1,132	1,167
Subtotal of MAINTENANCE	\$100,616	\$116,505	\$127,905	\$87,188	\$116,251	\$93,766
73-11 VEHICLE INSURANCE	\$2,756	\$2,949	\$2,949	\$1,557	\$2,076	\$3,037
74-00 OPERATING SERVICES	303	474	474	9	12	488
74-73 BLACKHAWK WW OPERATIONS	1,202,439	1,424,684	1,424,684	917,573	1,223,431	1,467,425
74-97 RECRUITMENT ADVERTISING	72	0	0	216	288	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	2,000	2,667	0
75-10 TRAINING	1,325	3,294	3,294	1,558	2,077	3,393
75-20 TRAVEL REIMBURSEMENTS	23	767	767	206	275	790
75-30 MEMBERSHIPS	338	99	99	220	293	102
76-11 ELECTRICITY	188,009	196,392	196,392	127,654	170,205	202,284
76-12 TELEPHONE/ COMMUNICATIONS	326	0	0	224	299	0
76-25 SAFETY SERVICES	117	0	0	90	120	0
78-00 CONTRACT SERVICES	0	0	0	168	224	0
78-30 RENTAL	0	2,058	2,058	396	528	2,120
78-31 VEHICLE LEASE-INTERNAL	20,822	15,292	15,292	11,469	15,292	15,751
Subtotal of SERVICES	\$1,416,530	\$1,646,009	\$1,646,009	\$1,063,340	\$1,417,787	\$1,695,390
84-00 CAPITAL OPERATING EQUIP	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
90-61 BLACKHAWK WWTP OPER RESRV	\$0	\$13,400	\$13,400	\$0	\$0	\$13,802
Subtotal of OTHER	\$0	\$13,400	\$13,400	\$0	\$0	\$13,802
Totals for SEWER OPERATIONS	\$1,920,570	\$2,245,226	\$2,256,158	\$1,489,396	\$1,985,861	\$2,297,949

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$52,645	\$55,980	\$58,688	\$43,881	\$58,508	\$61,868
41-30 OVERTIME PAY	4,276	2,000	2,000	4,211	5,615	2,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,110	1,315	1,315	1,305	1,740	1,435
41-45 INCENTIVE-CERTIFICATE PAY	725	1,200	1,200	450	600	2,100
41-49 CELL PHONE ALLOWANCE	840	840	840	665	887	840
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,109	4,571	4,900	3,521	4,695	5,087
47-20 TMRS RETIREMENT FUND	7,818	7,922	8,492	6,708	8,944	9,176
48-10 HEALTH/DENTAL INSURANCE	16,141	17,553	15,013	11,260	15,013	16,816
48-20 LIFE INSURANCE	144	120	129	117	156	132
48-30 DISABILITY INSURANCE	242	246	266	199	265	272
48-40 WORKERS COMP INSURANCE	1,108	1,280	1,378	931	1,241	988
48-50 EAP SERVICES	118	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	34	39	39	29	39	39
Subtotal of PERSONNEL	\$89,310	\$93,180	\$94,374	\$73,363	\$97,817	\$100,867
51-00 OFFICE SUPPLIES	\$45	\$278	\$278	\$20	\$27	\$286
52-00 PERSONNEL SUPPLIES	848	1,236	1,236	664	885	1,273
53-01 FUEL	0	0	0	446	595	0
54-00 OPERATING SUPPLIES	429	237	237	0	0	244
54-75 WATER METERS & BOXES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	76	371	371	0	0	382
Subtotal of SUPPLIES	\$1,398	\$2,122	\$2,122	\$1,130	\$1,507	\$2,185
63-00 VEHICLE MAINTENANCE	\$1,062	\$1,476	\$1,476	\$980	\$1,307	\$1,520
Subtotal of MAINTENANCE	\$1,062	\$1,476	\$1,476	\$980	\$1,307	\$1,520
73-11 VEHICLE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	172	1,277	1,277	0	0	1,315
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	105	256	256	0	0	264
75-20 TRAVEL REIMBURSEMENTS	0	82	82	0	0	84
78-00 CONTRACT SERVICES	53,588	58,620	58,620	41,343	55,124	60,379
78-30 RENTAL	0	0	0	158	211	0
78-31 VEHICLE LEASE-INTERNAL	3,822	3,822	3,822	2,867	3,823	3,937
Subtotal of SERVICES	\$57,687	\$64,057	\$64,057	\$44,368	\$59,157	\$65,979
Totals for UTILITY CUSTOMER SERVICE	\$149,457	\$160,835	\$162,029	\$119,841	\$159,788	\$170,551

Community Services

Current Operations

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

Community Services Department's goal is to provide quality programs and facilities that the entire family can enjoy and utilize. The mission of the Department is to provide the highest level of services and programs to the citizens at the greatest value, in a manner that warrants the highest degree of public confidence in our integrity and efficiency.

Park Operations

The City of Friendswood currently maintains approximately 180 acres of parkland throughout the City. Parks Operations maintains Centennial Park, Friendswood Sportspark, Leavesley Park, Old City Park, Renwick Park, Stevenson Park and 1776 Park.

The maintenance schedule provides for mowing of Renwick Park, Old City Park and 1776 Park on a biweekly basis. Stevenson Park is mowed on a weekly basis. All parks are cleaned by staff on Friday, Saturday, Sunday and Monday while Renwick Park is cleaned 6 days per week and Centennial Park 2 days per week by contracted Janitorial services. Parks staff maintains all irrigation systems in parks, around city buildings and the medians on Friendswood Drive. Maintenance items such as plumbing repairs, electrical repairs, landscape maintenance, field layout and striping, tree trimming and removal, fence and gate repairs, field lighting maintenance and repairs and softball infield maintenance are some of the major tasks also preformed by the Parks staff.

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

Friendswood Public Library

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

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

Community Services

Building Operations

The Community Services Department is responsible for the maintenance and upkeep of the City Hall, Public Safety Building, Friendswood Public Library, Activities Building, Fire Stations 1, 2 & 3, and 4, Forest Bend Civic Building and the Public Works Building. Maintenance and upkeep of all City facilities are done on a scheduled basis. Special projects and other maintenance requests are performed on a work order priority system. Janitorial services are accomplished through contract services.

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

Recreation Programs

The goal is to provide fun and safe recreational programs/events for citizens of all ages. The objective is to focus on recreational activities that impact both need and interest of the community. Recreational programs include the Senior Activity Program, Summer Day Camp, Sesquicentennial Swimming Pool, adult sport leagues, youth events and fitness classes.

The Community Services Department does not provide youth sports programs; however, the department does serve as a liaison between the citizens of Friendswood and the Friendswood Area Swim Team, Friendswood Mustangs, Friendswood Colts, Friendswood Broncos, Friendswood Girls Softball Association, Friendswood Little League and the Space City Soccer Club.

Park and Building Operations Highlights of the Budget

Centennial Park

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

Departmental Goals and Measures

Goal 1 (correlates with City Goals 3, 5 & 6)

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

Objective A

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

Community Services

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Special Projects	7	6	5	4

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

Goal 2 (correlates with City Goals 1, 3, 5 & 6)

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

Objective A:

Complete all Parks Maintenance Work Orders with a two-day turn-around time so that citizens, departments and employees will come to expect a normal amount of time for a Work Order to be completed. From FY08 to FY09, the number of parks maintenance work orders completed in a 2-day turn-around will increase by 15%.

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Parks Maintenance Work Orders	88	98	105	120

Trend: Parks Maintenance Work Orders have increased slightly since FY07-08 and will continue to increase in FY08-09.

Goal 3 (correlates with City Goals 1, 3, 4, 5 & 6)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Building Maintenance Work Orders	330	350	375	385

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

Goal 4 (Correlates with City Goal 3)

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

Objective A:

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

MEASURE	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Number of times fields are fertilized per year	1	2	2	4
Number of times fields are aerified and top dressed	1	1	1	12
Number of times building lawns are fertilized	2	2	2	2
Number of times herbicides and insecticides are applied	1	1	1	2

**Recreation Programs
Highlights of the Budget**

- Continue Concert-In-The Park Series with 11 concerts from May through June
- Plan and Program the 113th Annual Fourth of July Celebration
- Plan and Program the Seventh Annual Kidfish competition
- Plan and Program the many youth competition events, such as MLB Pitch, Hit & Run, MLS Dribble, Pass & Score, NFL Punt, Pass & Kick, and Jr. Olympic Skills Competitions.
- Plan and Program the Holiday Hustle Fun Run and Walk and donate the proceeds to the Laura Recovery Center.
- Plan and program a variety of recreational programs for senior citizens.

Departmental Goals and Measures

Goal 1 (correlates with City Goals 1, 3, 4, 5 & 6)

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Number of program activities offered through the Recreation Division per year	63	69	73	80

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

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY08 Forecast
Percentage of programs within the Recreation Division using Web Trac for registration purposes	0%	0%	20%	40%

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

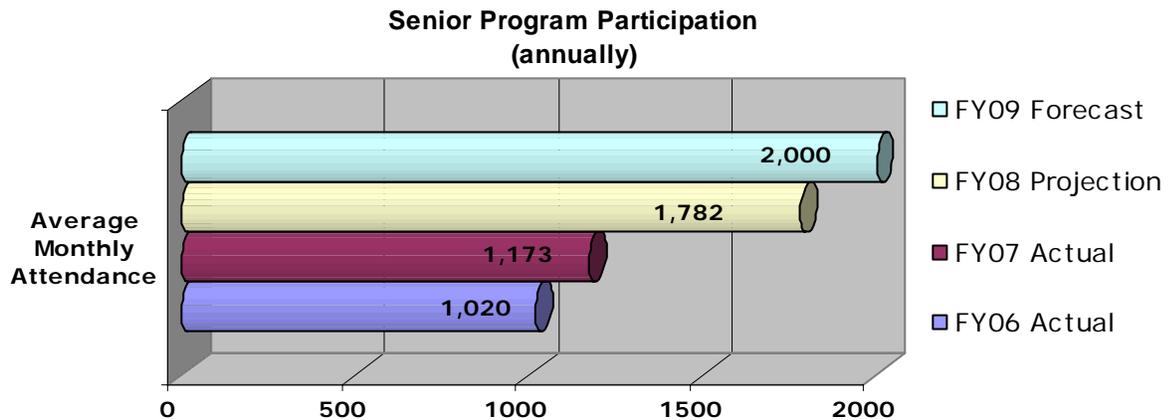
Goal 2 (correlates with City Goals 1, 3, 4 & 6)

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

Community Services

Objective A:

To increase enrollment by providing fun, innovative activities that appeals to senior citizens regardless of age, background or income. Average monthly attendance to the Senior Activity Center programs with increase by 12% from FY08 to FY09.



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

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Field trips offered by the Friendswood Senior Citizen Program – Yearly Average	48	61	75	89

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

Goal 3 (correlates with City Goals 3, 4, 5 & 6)

Maintain existing programs and services at the Friendswood City Pool.

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Sesquicentennial Swimming Pool Number of visits	11,742	10,021	12,000	12,500

Community Services

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

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.

Highlights of Budget

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

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

Provide quality materials and programs to all library users.

Objective A:

To provide quality materials and programs to children of all ages

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Check out of Juvenile Materials	96,191	99,457	100,000	100,000
Attendance at Library Juvenile Programs	17,059	19,792	20,000	20,000
Number of Juvenile and Young Adult Programs	529	560	560	560
Number Joined Reading Clubs	3,027	2,789	3,100	3,200

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

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

Community Services

Objective B:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Residents Visiting the Library	150,004	151,660	155,000	160,000
Daily Average	500	500	525	540
Check out of Materials	300,241	308,718	310,000	320,000
Patrons using electronic resources/yearly	74,996	75,074	76,000	77,000
Number of Items Added to Collection	7,531	9,035	9,000	9,000

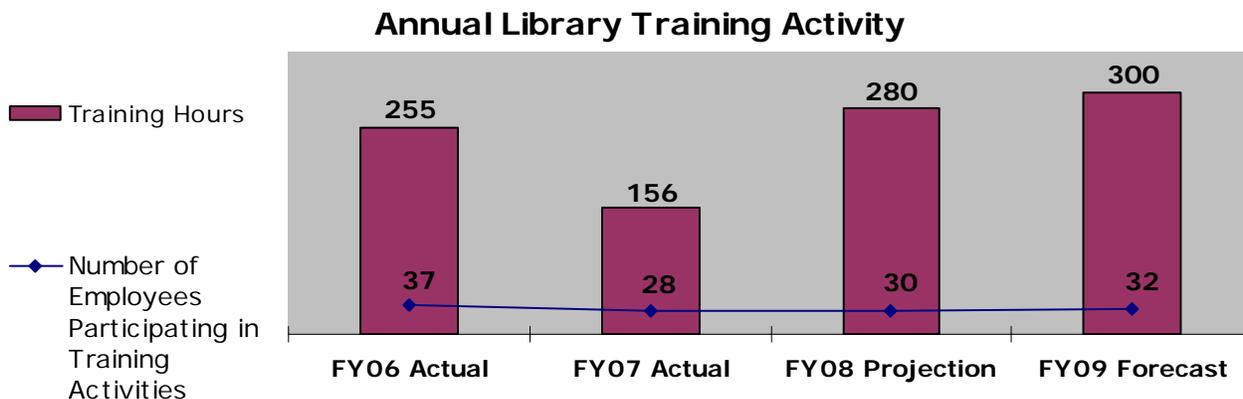
Trend: As the population of the community increases, use of the library continues to increase especially in circulation of library materials. Due to space constraints and the increase in cost of library materials, the library is unable to greatly increase its collection size. Essentially, the library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

Goal 2 (correlates with City Goals 1 & 6)

Continue to maintain a professional, well-trained staff.

Objective A:

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



Community Services

Trend: The Houston Area Library System, the Galveston County Library System, the Texas Library Association and the Texas State Library offer various library training at minimal or no cost, not including travel expenses. Library employees are encouraged to participate in these trainings based on required job skills. Library employees are also encouraged to participate in State and Local library professional organizations in order to keep abreast of “best practices” in library service. The library board has approved a five-year staffing plan in order to accomplish the goals in the library’s long-range plan. The library will also investigate options to provide recognition for employee excellence.

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

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

Objective A:

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

Measure	FY06 Actual	FY07 Actual	FY08 Projection	FY09 Forecast
Communication to Public Using Basic Public Relations and Marketing Tools	Yes	Yes	Yes	Yes

Trend: The library is always looking for additional ways to publicize library services to the citizens of Friendswood using various public relations and marketing tools. The library publishes a monthly newsletter available in-house and on-line. The library has also added a link on the library’s website to the newsletter. The library has also implemented NextReads Reader’s Advisory service which sends out monthly newsletters on various genres and subjects. In addition, the library has utilized the City’s Group Builder and Calendar software to publicize and highlight various library programs, materials and activities. The library will continue to provide information to area schools and educators through participation in the new teacher’s luncheon, an open house for area educators, and fliers distributed to students and teachers. The library published an annual report for fiscal year 2006/07 to be distributed to the public in FY 2007-08.

**Community Services
Department Summary**

EXPENDITURE BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	171,738	183,854	196,179	160,027	213,369	201,827	2.9%
Library	787,998	820,802	870,279	654,469	872,625	859,501	-1.2%
Library Board	28,619	43,227	43,486	13,881	18,508	43,379	-0.2%
Recreation Programs	372,711	462,878	473,975	379,367	527,261	496,375	4.7%
Parks Operations	964,766	1,010,753	1,053,006	759,481	979,991	1,103,600	4.8%
Facility Operations	666,060	560,178	612,279	562,731	774,569	706,637	15.4%
Department Total	\$2,991,892	\$3,081,692	\$3,249,204	\$2,529,956	\$3,386,323	3,411,319	5.0%

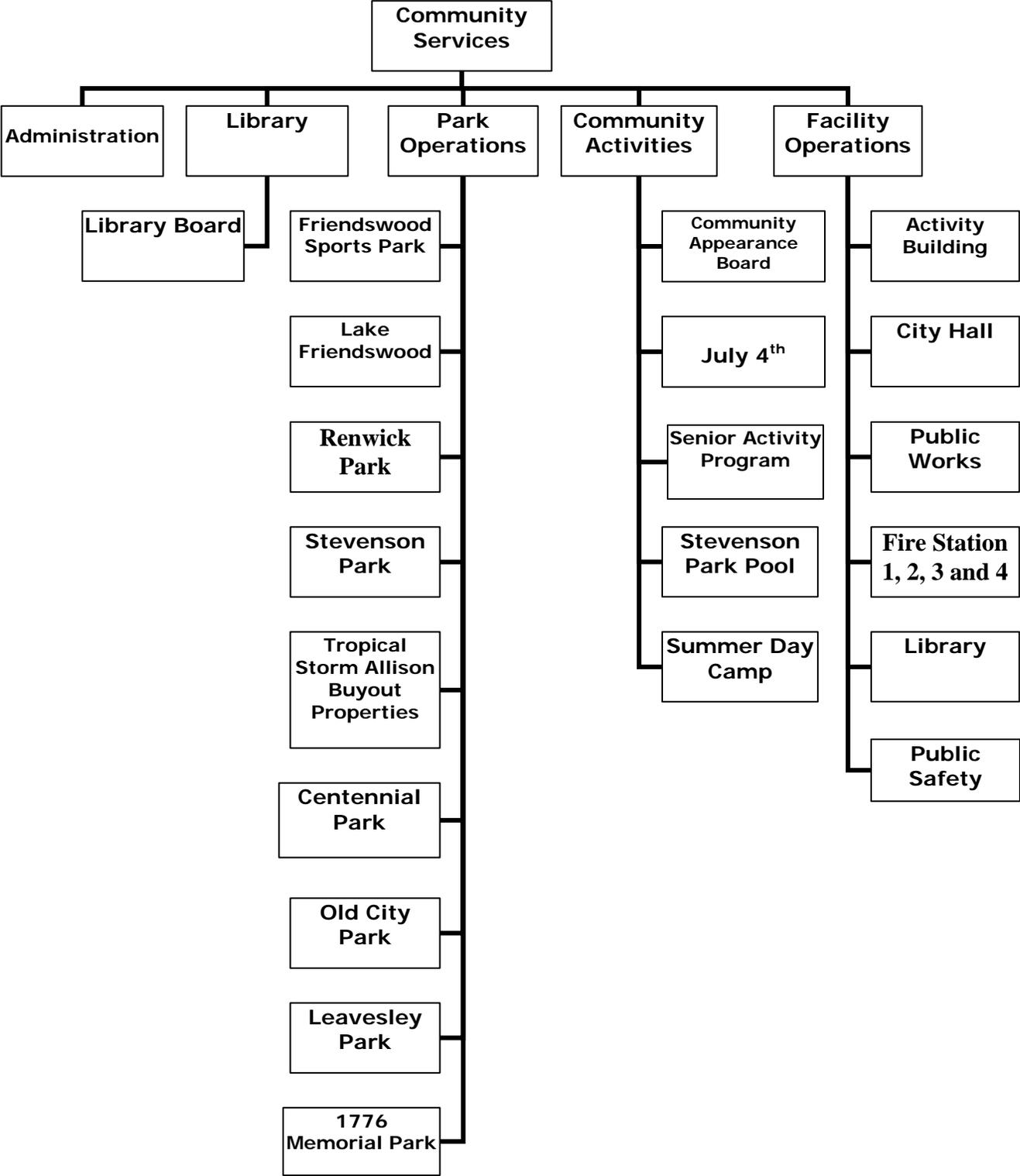
EXPENDITURE BY CLASSIFICATION

Classification	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Salaries and Benefits	1,322,774	1,468,505	1,504,317	1,087,838	1,465,412	1,591,890	5.8%
Supplies	289,520	312,769	316,074	222,622	296,778	305,576	-3.3%
Maintenance	175,769	188,540	190,481	166,503	221,968	215,058	12.9%
Services	1,075,058	1,051,878	1,094,246	951,998	1,275,594	1,212,645	10.8%
Capital Outlay	128,771	60,000	144,086	100,995	126,571	86,150	-40.2%
Department Total	\$2,991,892	\$3,081,692	\$3,249,204	\$2,529,956	\$3,386,323	3,411,319	5.0%

PERSONNEL SUMMARY BY DIVISION

Division	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget	% Change in Budget from FY08 to FY09
Administration	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Library	14.5	14.5	14.5	14.5	14.5	14.5	0.0%
Library Board	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Recreation Programs	7.5	7.7	7.7	7.7	7.7	7.7	0.0%
Parks Operations	8.0	8.0	8.0	8.0	8.0	8.0	0.0%
Facility Operations	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	32.0	32.2	32.2	32.2	32.2	32.2	0.0%

Community Services



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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$84,567	\$117,289	\$123,215	\$91,864	\$122,485	\$129,908
41-30 OVERTIME PAY	4,114	1,238	1,238	3,128	4,171	1,238
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,062	435	435	425	567	555
41-44 VEHICLE ALLOWANCE	2,400	3,600	3,600	2,775	3,700	5,400
41-45 INCENTIVE-CERTIFICATE PAY	200	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	758	1,140	1,140	903	1,204	1,140
41-90 ACCRUED PAYROLL	14,634	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	7,864	9,212	9,917	7,375	9,833	10,298
47-20 TMRS RETIREMENT FUND	14,128	15,967	17,189	13,162	17,549	18,578
48-10 HEALTH/DENTAL INSURANCE	8,244	7,082	6,306	4,730	6,307	6,307
48-20 LIFE INSURANCE	225	251	271	243	324	278
48-30 DISABILITY INSURANCE	382	515	557	414	552	571
48-40 WORKERS COMP INSURANCE	1,272	1,690	1,876	675	900	1,363
48-50 EAP SERVICES	98	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	116	167	167	20	27	167
Subtotal of PERSONNEL	\$140,064	\$158,700	\$166,025	\$125,800	\$167,733	\$175,917
51-00 OFFICE SUPPLIES	\$1,736	\$3,138	\$3,138	\$2,052	2,736	\$3,232
54-00 OPERATING SUPPLIES	908	541	541	838	1,117	557
58-00 OPERATING EQUIPMENT >\$5,000	60	0	0	0	0	0
Subtotal of SUPPLIES	\$2,704	\$3,679	\$3,679	\$2,890	\$3,853	\$3,789
74-00 OPERATING SERVICES	\$7,435	\$7,925	\$7,925	\$8,300	11,067	\$8,163
74-01 POSTAL AND COURIER SERVICES	2,760	0	0	5,017	6,689	0
74-97 RECRUITMENT ADVERTISING	449	0	0	0	0	0
75-10 TRAINING	45	623	623	508	677	642
75-20 TRAVEL REIMBURSEMENTS	43	1,358	1,358	550	733	1,399
75-30 MEMBERSHIPS	215	352	352	215	287	363
78-00 CONTRACT SERVICES	18,023	11,217	16,217	16,747	22,329	11,554
Subtotal of SERVICES	\$28,970	\$21,475	\$26,475	\$31,337	\$41,783	\$22,121
Totals for COMM SERVICES ADMIN	\$171,738	\$183,854	\$196,179	\$160,027	\$213,369	\$201,827

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$378,736	\$421,627	\$442,873	\$312,920	\$417,227	\$421,180
41-20 PART-TIME WAGES	30,739	0	22,170	34,778	46,371	40,000
41-30 OVERTIME PAY	3,266	855	855	2,209	2,945	855
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	6,748	7,745	9,114	5,962	7,949	8,535
41-45 INCENTIVE-CERTIFICATE PAY	950	1,800	1,575	1,100	1,467	1,500
41-90 ACCRUED PAYROLL	9,665	0	0	12,831	17,108	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	50,470	87,098	81,927	41,236	54,981	93,097
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	35,565	39,274	42,766	30,712	40,949	42,644
47-20 TMRS RETIREMENT FUND	59,654	56,526	60,325	50,436	67,248	58,559
48-10 HEALTH/DENTAL INSURANCE	59,755	63,655	51,152	37,900	50,533	47,045
48-20 LIFE INSURANCE	1,155	910	974	964	1,285	910
48-30 DISABILITY INSURANCE	1,872	1,870	2,001	1,625	2,167	1,869
48-40 WORKERS COMP INSURANCE	850	931	947	729	972	621
48-50 EAP SERVICES	705	912	955	641	855	969
48-90 FLEX PLAN ADMINISTRATION	305	404	404	240	320	404
Subtotal of PERSONNEL	\$640,435	\$683,607	\$718,038	\$534,283	\$712,377	\$718,188
51-00 OFFICE SUPPLIES	\$2,703	\$2,970	\$2,970	\$1,323	\$1,764	\$2,950
54-00 OPERATING SUPPLIES	13,275	15,912	15,912	6,618	8,824	13,413
54-81 CIRCULATION MATERIALS	0	0	0	0	0	0
54-82 BOOKS	86,731	84,388	94,134	75,041	100,055	86,920
54-83 PERIODICALS	2,070	2,563	2,563	914	1,219	2,565
54-84 VIDEOS	2,858	2,166	3,466	4,112	5,483	4,001
54-85 AUDIO BOOKS	12,705	14,474	17,974	11,672	15,563	15,450
54-86 CD ROMS	0	0	0	0	0	0
54-87 CD	490	525	1,025	652	869	515
54-88 ELECTRONIC RESOURCES	3,676	4,347	4,347	4,671	6,228	5,686
58-00 OPERATING EQUIPMENT <\$5,000	913	668	668	626	835	618
Subtotal of SUPPLIES	\$125,421	\$128,013	\$143,059	\$105,629	\$140,839	\$132,118
64-00 OPERATING MAINTENANCE	\$202	\$412	\$412	\$0	\$0	\$412
68-00 EQUIPMENT MAINTENANCE	0	206	206	0	0	206
Subtotal of MAINTENANCE	\$202	\$618	\$618	\$0	\$0	\$618
74-00 OPERATING SERVICES	\$307	\$72	\$72	\$0	\$0	\$72
74-01 POSTAL AND COURIER SERVICES	2,278	2,161	2,161	1,975	2,633	2,060
74-97 RECRUITMENT ADVERTISING	432	515	515	361	481	515
75-10 TRAINING	2,688	1,215	1,215	964	1,285	1,566
75-20 TRAVEL REIMBURSEMENTS	1,241	1,991	1,991	2,412	3,216	1,514
75-30 MEMBERSHIPS	705	858	858	855	1,140	1,045
78-00 CONTRACT SERVICES	1,560	0	0	3,436	4,581	0
79-10 COMMUNITY EVENTS/PROGRAMS	1,355	1,752	1,752	1,751	2,335	1,805
Subtotal of SERVICES	\$10,566	\$8,564	\$8,564	\$11,754	\$15,672	\$8,577
87-20 PERSONAL COMPUTERS	\$0	\$0	\$0	\$2,803	\$3,737	\$0
88-00 CAPITAL EQUIPMENT	11,374	0	0	0	0	0
Subtotal of CAPITAL	\$11,374	\$0	\$0	\$2,803	\$3,737	\$0
Totals for LIBRARY	\$787,998	\$820,802	\$870,279	\$654,469	\$872,625	\$859,501

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

	FY07 Actual	FY07 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$515	\$515	\$0	\$0	\$515
51-10 COPY MACHINE SUPPLIES	396	1,543	1,543	0	0	1,545
54-00 OPERATING SUPPLIES	896	206	206	0	0	206
54-81 CIRCULATION MATERIALS	0	0	0	134	179	0
54-82 BOOKS	3,893	6,096	6,319	223	297	6,102
54-84 VIDEOS	2,051	2,573	3,109	529	705	2,575
54-85 AUDIO BOOKS	2,463	3,088	3,088	0	0	3,090
54-87 CD	484	515	515	0	0	515
54-88 ELECTRONIC RESOURCES	0	4,116	4,116	1,925	2,567	4,120
58-00 OPERATING EQUIPMENT <\$5,000	8,869	5,970	5,970	217	289	5,974
Subtotal of SUPPLIES	\$19,052	\$24,622	\$25,381	\$3,028	\$4,037	\$24,642
64-00 OPERATING MAINTENANCE	\$0	\$206	\$206	\$0	0	\$206
68-00 EQUIPMENT MAINTENANCE	0	1,236	1,236	0	0	1,236
68-10 COPY MACHINE MAINTENANCE	0	515	515	0	0	515
Subtotal of MAINTENANCE	\$0	\$1,957	\$1,957	\$0	\$0	\$1,957
71-40 CONSULTING SERVICES	\$0	\$5,146	\$5,146	\$0	\$0	\$5,150
74-00 OPERATING SERVICES	0	515	515	0	0	515
75-10 TRAINING	1,316	1,030	1,030	1,292	1,723	1,087
75-20 TRAVEL REIMBURSEMENTS	1,164	1,543	1,543	1,450	1,933	1,607
77-10 SOFTWARE LICENSE FEES	0	0	0	2,199	2,932	0
77-20 SOFTWARE SUPPORT SERVICES	0	0	0	399	532	0
78-00 CONTRACT SERVICES	0	5,326	4,826	0	0	5,331
79-10 COMMUNITY EVENTS/PROGRAMS	7,087	3,088	3,088	5,513	7,351	3,090
Subtotal of SERVICES	\$9,567	\$16,648	\$16,148	\$10,853	\$14,471	\$16,780
85-83 ARCHITECTURAL SERVICES	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Totals for LIBRARY BOARD	\$28,619	\$43,227	\$43,486	\$13,881	\$18,508	\$43,379

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$36,905	\$44,105	\$47,078	\$35,134	\$46,845	\$49,688
41-30 OVERTIME PAY	0	0	0	0	0	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	110	0	563	0	0	930
41-44 VEHICLE ALLOWANCE	1,463	1,800	1,800	1,388	1,851	1,800
41-45 INCENTIVE-CERTIFICATE PAY	0	0	225	225	300	300
41-49 CELL PHONE ALLOWANCE	703	540	585	903	1,204	600
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	3,470	3,224	4,073	3,055	4,073	5,105
42-22 SEASONAL WAGES	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,981	3,794	4,176	3,075	4,100	4,374
47-20 TMRS RETIREMENT FUND	5,129	6,148	6,697	5,001	6,668	7,185
48-10 HEALTH/DENTAL INSURANCE	5,368	8,009	4,473	3,355	4,473	5,011
48-20 LIFE INSURANCE	107	95	104	93	124	107
48-30 DISABILITY INSURANCE	181	194	212	158	211	219
48-40 WORKERS COMP INSURANCE	733	869	951	394	525	688
48-50 EAP SERVICES	49	171	190	43	57	285
48-90 FLEX PLAN ADMINISTRATION	44	19	19	14	19	19
Subtotal of PERSONNEL	\$57,243	\$68,968	\$71,146	\$52,838	\$70,451	\$76,311
51-00 OFFICE SUPPLIES	\$126	\$180	\$180	\$233	\$311	\$185
54-00 OPERATING SUPPLIES	6,256	10,611	10,611	6,728	8,971	4,234
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	226	301	0
Subtotal of SUPPLIES	\$6,382	\$10,791	\$10,791	\$7,187	\$9,583	\$4,419
74-00 OPERATING SERVICES	\$160	\$825	\$825	\$0	\$0	\$850
74-01 POSTAL/COURIER SERVICES	0	0	0	25	33	0
74-97 RECRUITMENT ADVERTISING	540	0	0	109	145	0
75-10 TRAINING	230	618	618	679	905	637
75-20 TRAVEL REIMBURSEMENTS	890	973	973	691	921	1,002
75-30 MEMBERSHIPS	280	516	516	875	1,167	531
75-40 PUBLICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
79-10 COMMUNITY EVENTS/PROGRAMS	14,709	14,361	14,361	20,315	27,087	14,792
Subtotal of SERVICES	\$16,809	\$17,293	\$17,293	\$22,694	\$30,259	\$17,812
Totals for RECREATION PROGRAM ADMIN	\$80,434	\$97,052	\$99,230	\$82,719	\$110,292	\$98,542

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-30 OVERTIME PAY	\$9,239	\$12,375	\$12,375	\$0	\$12,375	\$12,375
47-10 SOCIAL SECURITY/MEDICARE	706	947	947	0	947	947
47-20 TMRS RETIREMENT	1,216	1,641	1,641	0	1,641	1,708
48-20 LIFE INSURANCE	3	0	0	0	0	0
48-30 DISABILITY INSURANCE	5	0	0	0	0	0
48-40 WORKERS COMP INSURANCE	21	250	250	0	0	176
Subtotal of PERSONNEL	\$11,190	\$15,213	\$15,213	\$0	\$14,963	\$15,206
51-00 OFFICE SUPPLIES	\$181	\$319	\$319	\$169	\$225	\$329
52-00 PERSONNEL SUPPLIES	65	129	129	75	100	133
53-00 VEHICLE SUPPLIES	65	77	77	308	411	79
54-00 OPERATING SUPPLIES	8,985	3,088	4,088	3,505	4,673	3,181
Subtotal of SUPPLIES	\$9,296	\$3,613	\$4,613	\$4,057	\$5,409	\$3,722
74-01 POSTAL AND COURIER SERVICES	\$99	\$0	\$0	\$99	\$132	\$0
74-81 TRANSPORTATION SERVICES	5,229	6,689	6,689	6,071	8,095	6,890
76-16 REFUSE SERVICES	0	0	0	0	0	0
78-00 CONTRACT SERVICES	433	2,573	2,573	3,119	4,159	2,650
78-30 RENTAL	9,632	11,415	11,415	7,400	9,867	11,757
79-10 COMMUNITY EVENTS/PROGRAMS	18,951	21,612	21,612	30,800	41,067	22,260
Subtotal of SERVICES	\$34,344	\$42,289	\$42,289	\$47,489	\$63,319	\$43,557
Totals for JULY 4TH PROGRAM	\$54,830	\$61,115	\$62,115	\$51,546	\$83,691	\$62,485

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
42-22 SEASONAL WAGES	\$36,059	\$30,480	\$30,480	\$18,026	\$24,035	\$41,485
47-10 SOCIAL SECURITY/MEDICARE	2,759	2,332	2,332	1,379	1,839	3,441
48-40 WORKERS COMP INSURANCE	619	627	627	311	415	627
Subtotal of PERSONNEL	\$39,437	\$33,439	\$33,439	\$19,716	\$26,288	\$45,553
52-00 PERSONNEL SUPPLIES	\$79	\$1,852	\$1,852	\$1,548	\$2,064	\$1,908
54-00 OPERATING SUPPLIES	4,987	3,602	3,602	3,758	5,011	3,710
58-00 OPERATING EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$5,066	\$5,454	\$5,454	\$5,306	\$7,075	\$5,618
74-00 OPERATING SERVICES	\$55	\$475	\$475	\$104	\$614	\$489
74-81 TRANSPORTATION SERVICES	6,892	6,000	6,000	0	6,000	6,180
74-97 RECRUITMENT ADVERTISING	180	328	328	792	1,056	338
75-20 TRAVEL REIMBURSEMENTS	255	402	402	275	367	414
76-12 TELEPHONE COMMUNICATIONS	375	0	0	321	428	0
79-10 COMMUNITY EVENTS/PROGRAMS	3,451	5,355	5,355	4,404	5,872	5,516
Subtotal of SERVICES	\$11,208	\$12,560	\$12,560	\$5,896	\$14,336	\$12,937
Totals for SUMMER DAY CAMP PROGRAM	\$55,711	\$51,453	\$51,453	\$30,918	\$47,699	\$64,108

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$108	\$108	\$0	\$0	\$111
52-00 PERSONNEL SUPPLIES	319	824	824	20	\$27	849
54-00 OPERATING SUPPLIES	4,471	1,653	1,653	1,481	\$1,975	1,703
Subtotal of SUPPLIES	\$4,790	\$2,585	\$2,585	\$1,501	\$2,001	\$2,663
62-10 LANDSCAPING	\$10,943	\$12,402	\$12,402	\$13,492	\$17,989	\$12,774
Subtotal of MAINTENANCE	\$10,943	\$12,402	\$12,402	\$13,492	\$17,989	\$12,774
74-00 OPERATING SERVICES	\$2,190	\$2,779	\$2,779	\$2,200	\$2,933	\$2,862
74-01 POSTAL/ COURIER SERVICES	1	0	0	0	\$0	0
75-10 TRAINING	0	284	284	0	\$0	293
75-20 TRAVEL REIMBURSEMENTS	0	454	454	0	\$0	468
75-30 MEMBERSHIPS	75	154	154	125	\$167	159
79-22 CAB BEAUTIFICATION GRANTS	0	0	0	0	\$0	0
Subtotal of SERVICES	\$2,266	\$3,671	\$3,671	\$2,325	\$3,100	\$3,782
Totals for COMM APPEARANCE BOARD	\$17,999	\$18,658	\$18,658	\$17,318	\$23,091	\$19,219

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
42-22 SEASONAL WAGES	38,990	40,667	40,667	16,489	21,985	60,162
47-10 SOCIAL SECURITY/MEDICARE	2,990	3,147	3,147	1,261	1,681	5,309
48-40 WORKERS COMP INSURANCE	673	461	461	284	379	342
Subtotal of PERSONNEL	\$42,750	\$44,275	\$44,275	\$18,034	\$24,045	\$65,813
51-00 OFFICE SUPPLIES	\$212	\$237	\$237	\$196	\$261	\$244
52-00 PERSONNEL SUPPLIES	502	1,030	1,030	1,355	1,807	1,061
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	1,235	21,682	21,682	21,251	28,335	2,247
54-95 PESTICIDES/CHEMICAL SUPPLIES	920	7,050	7,050	842	1,123	7,262
56-00 FACILITY SUPPLIES	27	165	165	65	87	170
56-20 JANITORIAL SUPPLIES	553	489	489	624	832	504
58-00 OPERATING EQUIPMENT <\$5,000	2,665	3,603	3,603	3,133	4,177	3,711
Subtotal of SUPPLIES	\$6,114	\$34,256	\$34,256	\$27,466	\$36,621	\$15,199
62-10 LANDSCAPING	\$0	\$125	\$125	\$0	\$0	\$129
65-61 SWIMMING POOL MAINTENANCE	6,451	6,401	6,401	6,081	8,108	6,593
66-00 FACILITY MAINTENANCE	4,267	5,097	5,097	5,058	6,744	5,250
68-00 EQUIPMENT MAINTENANCE	0	0	0	11	15	0
Subtotal of MAINTENANCE	\$10,718	\$11,623	\$11,623	\$11,150	\$14,867	\$11,972
74-97 RECRUITMENT ADVERTISING	\$36	\$328	\$328	\$0	\$0	\$338
76-11 ELECTRICITY	0	14,069	14,069	13,629	18,172	14,491
76-12 TELEPHONE /COMMUNICATIONS	1,126	691	691	870	1,160	712
76-13 NATURAL GAS	1,085	7,132	7,132	15,040	20,053	7,346
78-00 CONTRACT SERVICES	11,051	1,689	1,689	9,776	13,035	1,740
78-30 RENTAL	0	0	0	0	0	0
Subtotal of SERVICES	\$13,298	\$23,909	\$23,909	\$39,315	\$52,420	\$24,627
Totals for STEVENSON PARK POOL	\$72,880	\$114,063	\$114,063	\$95,965	\$127,953	\$117,611

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$48,969	\$74,708	\$75,638	\$56,676	\$75,568	\$76,821
41-20 PART-TIME WAGES	0	0	8,861	0	0	11,814
41-30 OVERTIME PAY	7,673	872	872	0	0	872
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	625	270	270	285	380	330
41-90 ACCRUED PAYROLL	2,553	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,520	5,757	6,551	4,235	5,647	6,821
47-20 TMRS RETIREMENT FUND	7,825	9,979	10,181	7,528	10,037	10,674
48-10 HEALTH/DENTAL INSURANCE	4,670	17,351	4,107	7,681	10,241	4,107
48-20 LIFE INSURANCE	138	163	165	150	200	168
48-30 DISABILITY INSURANCE	230	335	342	254	339	344
48-40 WORKERS COMP INSURANCE	1,032	1,515	1,546	984	1,312	1,094
48-50 EAP SERVICES	94	114	157	86	115	171
48-90 FLEX PLAN ADMINISTRATION	28	83	83	29	39	83
Subtotal of PERSONNEL	\$78,357	\$111,147	\$108,773	\$77,908	\$103,877	\$113,299
51-00 OFFICE SUPPLIES	\$1,017	\$1,085	\$1,085	\$887	\$1,183	\$1,118
53-00 VEHICLE SUPPLIES	23	0	0	6	8	0
53-01 FUEL	2,759	3,229	3,229	2,600	3,467	4,865
54-00 OPERATING SUPPLIES	3,002	1,775	1,775	1,058	1,411	6,828
58-00 OPERATING EQUIPMENT <\$5,000	380	206	206	177	236	212
Subtotal of SUPPLIES	\$7,181	\$6,295	\$6,295	\$4,728	\$6,304	\$13,023
63-00 VEHICLE MAINTENANCE	\$359	\$891	\$891	\$1,657	\$2,209	\$918
Subtotal of MAINTENANCE	\$359	\$891	\$891	\$1,657	\$2,209	\$918
73-11 VEHICLE INSURANCE	\$919	\$755	\$755	\$527	\$703	\$778
74-00 OPERATING SERVICES	53	0	0	0	0	0
74-92 SPECIAL EVENTS	(102)	0	0	188	251	0
74-97 RECRUITMENT ADVERTISING	854	0	0	0	0	0
75-10 TRAINING	25	335	335	341	455	345
75-20 TRAVEL REIMBURSEMENTS	122	494	494	647	863	509
75-30 MEMBERSHIPS	0	79	79	0	0	81
76-12 TELEPHONE/COMMUNICATIONS	261	361	361	285	380	372
78-00 CONTRACT SERVICES	2,828	180	180	949	1,265	185
79-10 COMMUNITY EVENTS/PROGRAMS	0	0	10,293	13,671	18,228	0
Subtotal of SERVICES	\$4,960	\$2,204	\$12,497	\$16,608	\$22,144	\$2,270
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$4,900
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$4,900
Totals for SENIOR PROGRAMS	\$90,857	\$120,537	\$128,456	\$100,901	\$134,535	\$134,410

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$188,314	\$232,090	\$237,894	\$172,519	\$230,025	\$251,135
41-30 OVERTIME PAY	20,014	7,734	7,734	9,076	12,101	7,734
41-43 LONGEVITY PAY	609	875	875	850	1,133	1,175
41-49 CELL PHONE ALLOWANCE	1,778	1,500	1,500	1,188	1,584	1,500
41-90 ACCRUED PAYROLL	1,356	0	0	114	152	0
47-10 SOCIAL SECURITY/MEDICARE	15,234	18,244	18,871	13,149	17,532	19,680
47-20 TMRS RETIREMENT FUND	27,833	31,622	32,709	24,403	32,537	35,501
48-10 HEALTH/DENTAL INSURANCE	41,458	54,718	41,297	33,307	44,409	59,443
48-20 LIFE INSURANCE	536	502	520	473	631	543
48-30 DISABILITY INSURANCE	899	1,032	1,069	799	1,065	1,116
48-40 WORKERS COMP INSURANCE	2,939	4,184	4,260	2,926	3,901	3,121
48-50 EAP SERVICES	410	456	480	337	449	456
48-90 FLEX PLAN ADMINISTRATION	131	199	199	114	152	199
Subtotal of PERSONNEL	\$301,511	\$353,156	\$347,408	\$259,255	\$345,673	\$381,603
51-00 OFFICE SUPPLIES	\$222	\$36	\$36	\$90	\$120	\$37
52-00 PERSONNEL SUPPLIES	4,716	1,725	1,725	3,612	4,816	1,777
53-00 VEHICLE SUPPLIES	2	103	103	81	108	106
53-01 FUEL	8,348	8,641	8,641	7,747	10,329	13,018
54-00 OPERATING SUPPLIES	2,336	1,206	1,206	3,062	4,083	1,242
54-95 HAZARDOUS MATERIALS	1,518	3,859	3,859	239	319	3,975
56-00 FACILITY SUPPLIES	33	0	0	0	0	0
56-20 JANITORIAL SUPPLIES	3,714	3,457	3,457	3,379	4,505	3,561
58-00 OPERATING EQUIPMENT <\$5,000	9,347	9,956	1,706	1,695	2,260	10,255
Subtotal of SUPPLIES	\$30,236	\$28,983	\$20,733	\$19,905	\$26,540	\$33,971
62-10 LANDSCAPING	\$0	\$0	\$0	\$227	\$303	\$0
62-20 LIGHTING MAINTENANCE	0	0	0	0	0	0
63-00 VEHICLE MAINTENANCE	1,789	2,000	2,000	3,724	4,965	2,060
66-00 FACILITY MAINTENANCE	0	0	0	0	0	20,000
68-00 EQUIPMENT MAINTENANCE	8,595	4,400	4,400	4,731	6,308	4,532
Subtotal of MAINTENANCE	\$10,384	\$6,400	\$6,400	\$8,682	\$11,576	\$26,592
73-11 VEHICLE INSURANCE	\$2,363	\$2,219	\$2,219	\$1,149	\$1,532	\$2,286
74-00 OPERATING SERVICES	0	0	0	0	0	0
74-01 POSTAL/COURIER SERVICES	10	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	601	0	0	181	241	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	1,000	1,000	0
75-10 TRAINING	175	351	351	215	287	362
75-20 TRAVEL REIMBURSEMENTS	0	819	819	0	0	844
75-30 MEMBERSHIPS	80	160	160	80	107	165
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
76-25 SAFETY SERVICES	563	0	0	461	615	0
76-80 MOWING SERVICES	112,018	102,913	102,913	76,330	101,773	106,000
78-00 CONTRACT SERVICES	440	0	0	0	0	0
78-30 RENTAL	2,000	2,316	2,316	2,050	2,733	2,385
78-31 VEHICLE LEASE-INTERNAL	9,068	9,068	9,068	6,801	9,068	9,340
Subtotal of SERVICES	\$127,318	\$117,846	\$117,846	\$88,267	\$117,356	\$121,382
88-00 CAPITAL EQUIPMENT	\$40,622	\$7,000	\$16,615	\$16,615	22,153	\$30,000
Subtotal of CAPITAL	\$40,622	\$7,000	\$16,615	\$16,615	\$22,153	\$30,000
Totals for PARKS ADMINISTRATION	\$510,071	\$513,385	\$509,002	\$392,724	\$523,299	\$593,548

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
54-00 OPERATING SUPPLIES	\$2,622	\$721	\$721	\$356	\$475	\$743
56-00 FACILITY SUPPLIES	222	2,058	2,058	361	481	2,120
58-00 OPERATING EQUIPMENT < \$5000	19,940	0	0	38	51	0
Subtotal of SUPPLIES	\$22,784	\$2,779	\$2,779	\$755	\$956	\$2,863
62-10 LANDSCAPING	\$1,035	\$2,192	\$8,192	\$6,507	\$8,676	\$2,258
62-20 LIGHTING MAINTENANCE	16	0	0	0	0	0
64-00 OPERATING MAINTENANCE	0	0	0	0	0	0
66-00 FACILITY MAINTENANCE	6,236	4,889	4,889	5,101	6,801	5,036
68-00 EQUIPMENT MAINTENANCE	2,267	515	515	45	60	530
Subtotal of MAINTENANCE	\$9,554	\$7,596	\$13,596	\$11,653	\$15,537	\$7,824
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	11,586	17,078	17,078	8,374	11,165	17,590
78-00 CONTRACT SERVICES	0	0	0	0	0	0
78-30 RENTAL	0	412	412	0	0	424
Subtotal of SERVICES	\$11,586	\$17,490	\$17,490	\$8,374	\$11,165	\$18,014
84-00 CAPITAL OPERATING EQUIPMENT	\$45,088	\$23,000	\$84,471	\$52,680	\$70,240	\$31,250
SUBTOTAL FOR CAPITAL	\$45,088	\$23,000	\$84,471	\$52,680	\$70,240	\$31,250
Totals for STEVENSON PARK	\$89,012	\$50,865	\$118,336	\$73,462	\$97,899	\$59,951

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
62-10 LANDSCAPING	\$0	\$309	\$309	\$26	\$0	\$318
Subtotal of MAINTENANCE	\$0	\$309	\$309	\$26	\$0	\$318
76-11 ELECTRICITY	\$161	\$124	\$124	\$309	\$412	\$128
78-00 CONTRACT SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$161	\$124	\$124	\$309	\$412	\$128
Totals for 1776 MEMORIAL PARK	\$161	\$433	\$433	\$335	\$412	\$446

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
62-10 LANDSCAPING	\$700	\$1,236	\$1,236	\$112	\$149	\$1,273
62-20 LIGHTING MAINTENANCE	6,946	11,115	11,115	8,376	11,168	11,448
62-40 FENCE MAINTENANCE	6,813	1,152	1,152	1,370	1,827	1,187
64-00 OPERATING MAINTENANCE	3	0	0	0	0	0
66-00 FACILITY MAINTENANCE	1,214	6,176	6,176	92	123	6,361
Subtotal of MAINTENANCE	\$15,676	\$19,679	\$19,679	\$9,950	\$13,267	\$20,269
76-11 ELECTRICITY	\$35,131	\$28,565	\$28,565	\$18,840	\$25,120	\$44,201
78-00 CONTRACT SERVICES	5,735	13,482	13,482	8,294	11,059	13,886
Subtotal of SERVICES	\$40,866	\$42,047	\$42,047	\$27,134	\$36,179	\$58,087
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$5,000	\$6,667	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$5,000	\$6,667	\$0
Totals for RENWICK PARK	\$56,542	\$61,726	\$61,726	\$42,084	\$56,112	\$78,356

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
54-00 OPERATING SUPPLIES	(\$18)	\$103	\$103	\$1	\$1	\$106
56-00 FACILITY SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPEMENT	1,472	1,236	1,236	0	0	1,273
Subtotal of SUPPLIES	\$1,454	\$1,339	\$1,339	\$1	\$1	\$1,379
62-10 LANDSCAPING	\$600	\$386	\$386	\$0	\$0	\$398
62-20 LIGHTING MAINTENANCE	0	412	412	3	4	424
66-00 FACILITY MAINTENANCE	8,583	4,322	4,322	4,675	6,233	4,452
Subtotal of MAINTENANCE	\$9,183	\$5,120	\$5,120	\$4,678	\$6,237	\$5,274
76-11 ELECTRICITY	\$8,369	\$9,097	\$9,097	\$4,680	6,240	\$9,370
76-12 TELEPHONE/ COMMUNICATIONS	907	668	668	684	912	688
76-20 JANITORIAL SERVICES	5,300	6,689	6,689	4,000	5,333	6,890
76-25 SAFETY SERVICES	1,756	0	0	1,416	1,888	0
76-30 PEST CONTROL SERVICES	200	309	309	150	200	318
78-00 CONTRACT SERVICES	0	103	103	0	0	106
Subtotal of SERVICES	\$16,532	\$16,866	\$16,866	\$10,930	\$14,573	\$17,372
88-00 CAPITAL EQUIPMENT	\$0	\$30,000	\$24,300	\$24,265	\$24,265	\$0
Subtotal CAPITAL EQUIPMENT	\$0	\$30,000	\$24,300	\$24,265	\$24,265	\$0
Totals for LEAVESLEY PARK	\$27,169	\$53,325	\$47,625	\$39,874	\$45,077	\$24,025

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
54-00 OPERATING SUPPLIES	\$0	\$103	\$103	\$26	\$35	\$106
56-00 FACILITY SUPPLIES	0	103	103	0	\$0	106
Subtotal of SUPPLIES	\$0	\$206	\$206	\$26	\$35	\$212
62-10 LANDSCAPING	\$70	\$618	\$618	\$263	\$351	\$637
62-20 LIGHTING MAINTENANCE	631	1,133	1,133	84	112	1,167
62-40 FENCE MAINTENANCE	5	103	103	0	0	106
64-00 OPERATING MAINTENANCE	350	256	256	0	0	264
66-00 FACILITY MAINTENANCE	83	2,573	2,573	229	305	2,650
Subtotal of MAINTENANCE	\$1,139	\$4,683	\$4,683	\$576	\$768	\$4,824
74-01 POSTAL/ COURIER SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	1,162	1,172	1,172	831	1,108	7,533
Subtotal of SERVICES	\$1,162	\$1,172	\$1,172	\$831	\$1,108	\$7,533
Totals for OLD CITY PARK	\$2,301	\$6,061	\$6,061	\$1,433	\$1,911	\$12,569

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
54-00 OPERATING SUPPLIES	\$14,340	\$9,879	\$9,879	\$6,228	\$8,304	\$10,175
54-95 PESTICIDES/CHEMICALS	7,958	19,862	13,862	8,918	11,891	20,458
56-20 JANITORIAL SUPPLIES	0	412	412	0	0	424
58-00 OPERATING EQUIPMENT	4,270	0	0	0	0	0
Subtotal of SUPPLIES	\$26,568	\$30,153	\$24,153	\$15,146	\$20,195	\$31,057
62-10 LANDSCAPING	\$4,036	\$3,603	\$3,603	\$48	\$64	\$3,711
62-20 LIGHTING MAINTENANCE	1,513	359	359	488	651	370
64-00 OPERATING MAINTENANCE	3,790	5,146	5,146	4,748	6,331	5,300
66-00 FACILITY MAINTENANCE	970	1,543	1,543	2,442	3,256	1,589
Subtotal of MAINTENANCE	\$10,309	\$10,651	\$10,651	\$7,726	\$10,301	\$10,970
76-11 ELECTRICITY	\$41,738	\$45,466	\$45,466	\$31,797	\$42,396	\$46,830
76-80 MOWING SERVICES	63,525	64,938	64,938	45,730	60,973	66,886
78-00 CONTRACT SERVICES	12,097	0	0	2,738	3,651	0
78-30 RENTAL	72	0	0	0	0	0
Subtotal of SERVICES	\$117,432	\$110,404	\$110,404	\$80,265	\$107,020	\$113,716
88-00 CAPITAL EQUIPMENT	\$9,485	\$0	\$0	(\$368)	(\$491)	\$0
Subtotal of CAPITAL	\$9,485	\$0	\$0	(\$368)	(\$491)	\$0

001-6436-456

64-00 OPERATING MAINTENANCE	\$0	\$0	\$0	\$1	\$1	\$0
66-00 FACILITY MAINTENANCE	0	0	0	83	111	0
Subtotal for MAINTENANCE	\$0	\$0	\$0	\$84	\$112	\$0
76-11 ELECTRICITY	\$34	\$0	\$0	\$0	\$0	\$0
78-00 CONTRACT SERVICES	246	0	0	0	0	0
Subtotal of SERVICES	\$280	\$0	\$0	\$0	\$0	\$0
Totals for CENTENNIAL PARK	\$164,074	\$151,208	\$145,208	\$102,853	\$137,137	\$155,743

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
76-80 MOWING SERVICES	\$24	\$618	\$618	\$0	\$0	\$637
Subtotal of SERVICES	\$24	\$618	\$618	\$0	\$0	\$637
Totals for LAKE FRIENDSWOOD	\$24	\$618	\$618	\$0	\$0	\$637

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
54-00 OPERATING SUPPLIES	\$9,736	\$10,085	\$10,085	\$9,347	\$12,463	\$10,388
54-95 PESTICIDES/CHEMICALS	0	515	515	0	0	530
56-20 JANITORIAL SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$9,736	\$10,600	\$10,600	\$9,347	\$12,463	\$10,918
62-10 LANDSCAPING	\$0	\$2,573	\$2,573	\$1,200	\$1,600	\$2,650
62-20 LIGHTING MAINTENANCE	758	4,116	2,751	955	1,273	4,239
64-00 OPERATING MAINTENANCE	1,795	9,261	9,261	7,758	10,344	9,539
65-67 SPORTS FIELD MAINTENANCE	18	0	0	9	12	0
66-00 FACILITY MAINTENANCE	6,867	6,176	6,176	6,270	8,360	6,361
Subtotal of MAINTENANCE	\$9,438	\$22,126	\$20,761	\$16,192	\$21,589	\$22,789
76-11 ELECTRICITY	\$41,386	\$41,219	\$41,219	\$30,209	\$40,279	\$42,456
76-12 TELEPHONE/ COMMUNICATIONS	287	824	824	0	0	849
76-13 NATURAL GAS	9,174	515	515	323	431	530
76-80 MOWING SERVICES	12,225	17,495	17,495	9,450	12,600	18,020
78-00 CONTRACT SERVICES	6,096	14,407	14,407	11,436	15,248	14,839
Subtotal of SERVICES	\$69,168	\$74,460	\$74,460	\$51,418	\$68,557	\$76,694
Totals for FRIENDSWOOD SPORTS PARK	\$88,342	\$107,186	\$105,821	\$76,957	\$102,609	\$110,401

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
76-80 MOWING SERVICES	\$25,420	\$61,830	\$54,060	\$28,950	\$38,600	\$63,685
76-90 HOA MAINTENANCE FEES	1,650	4,116	4,116	900	1,200	4,239
79-71 EMERGENCY - SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$27,070	\$65,946	\$58,176	\$29,850	\$39,800	\$67,924
Totals for ALLISON BUY OUT PROPERTIES	\$27,070	\$65,946	\$58,176	\$29,850	\$39,800	\$67,924

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$7,603	\$0	\$0	\$0	\$0	\$0
41-30 OVERTIME PAY	540	0	0	0	0	\$0
41-41 MERIT PAY	0	0	0	0	0	\$0
41-43 LONGEVITY PAY	0	0	0	0	0	\$0
41-90 ACCRUED PAYROLL	0	0	0	0	0	\$0
47-10 SOCIAL SECURITY/ MEDICARE	600	0	0	0	0	\$0
47-20 TMRS RETIREMENT FUND	1,071	0	0	0	0	\$0
48-10 HEALTH/DENTAL INSURANCE	1,738	0	0	0	0	\$0
48-20 LIFE INSURANCE	25	0	0	0	0	\$0
48-30 DISABILITY INSURANCE	43	0	0	4	5	\$0
48-40 WORKERS COMP INSURANCE	134	0	0	0	0	\$0
48-50 EAP SERVICES	25	0	0	0	0	\$0
48-90 FLEX PLAN ADMINISTRATION	8	0	0	0	0	\$0
Subtotal of PERSONNEL	\$11,787	\$0	\$0	\$4	\$5	\$0
51-00 OFFICE SUPPLIES	\$1,071	\$2,573	\$2,573	\$1,260	\$1,680	\$2,650
54-00 OPERATING SUPPLIES	5,319	2,882	2,882	6,561	8,748	2,968
56-00 FACILITY SUPPLIES	952	5,352	6,102	2,979	3,972	5,513
56-20 JANITORIAL SUPPLIES	2,366	1,646	1,646	1,198	1,597	1,695
58-00 OPERATING EQUIPMENT <\$5,000	14	1,030	1,030	123	164	1,061
Subtotal of SUPPLIES	\$9,722	\$13,483	\$14,233	\$12,121	\$16,161	\$13,887
62-10 LANDSCAPING	\$3,091	\$1,960	\$1,960	\$1,476	1,968	\$2,019
62-20 LIGHTING MAINTENANCE	0	412	412	87	116	424
62-30 PARKING LOT MAINTENANCE	0	0	0	0	0	0
66-00 FACILITY MAINTENANCE	73,091	38,164	38,164	57,130	76,173	37,249
68-00 EQUIPMENT MAINTENANCE	6,284	4,791	4,791	8,322	11,096	4,935
Subtotal of MAINTENANCE	\$82,466	\$45,327	\$45,327	\$67,015	\$89,353	\$44,627
74-00 OPERATING SERVICES	\$395	\$474	\$474	\$240	\$320	\$488
74-01 POSTAL/COURIER SERVICES	0	0	0	6	8	0
76-11 ELECTRICITY	187,849	142,719	142,719	120,500	160,667	163,028
76-12 TELEPHONE/ COMMUNICATIONS	111,369	111,428	111,428	84,674	112,899	114,771
76-13 NATURAL GAS	796	1,955	1,955	567	756	2,014
76-20 JANITORIAL SERVICES	58,704	69,981	69,981	50,650	67,533	72,080
76-25 SAFETY SERVICES	4,944	0	0	3,827	5,103	0
76-30 PEST CONTROL SERVICES	4,372	1,337	1,337	1,150	1,533	1,377
76-80 MOWING SERVICES	415	0	0	0	0	0
78-00 CONTRACT SERVICES	14,303	26,037	61,382	58,046	77,395	26,818
78-30 RENTAL	3,103	7,975	7,975	3,015	4,020	8,214
78-31 VEHICLE LEASE-INTERNAL	2,700	2,700	2,700	2,025	2,700	2,781
Subtotal of SERVICES	\$388,950	\$364,606	\$399,951	\$324,700	\$432,933	\$391,571
86-00 FURNITURE AND FIXTURES	\$22,202	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	0	18,700	0	0	20,000
Subtotal of CAPITAL	\$22,202	\$0	\$18,700	\$0	\$0	\$20,000
Totals for FACILITY OPERATIONS	\$515,127	\$423,416	\$478,211	\$403,840	\$538,453	\$470,085

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	0	\$0
54-00 OPERATING SUPPLIES	2,763	2,058	2,058	3,214	4,285	2,120
56-00 FACILITY SUPPLIES	251	3,088	3,088	315	420	3,181
56-20 JANITORIAL SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$3,014	\$5,146	\$5,146	\$3,529	\$4,705	\$5,301
62-10 LANDSCAPING	\$258	\$515	\$10,821	\$6,976	9,301	\$530
66-00 FACILITY MAINTENANCE	2,821	27,452	14,452	1,966	2,621	28,276
68-00 EQUIPMENT MAINTENANCE	0	592	592	0	0	610
Subtotal of MAINTENANCE	\$3,079	\$28,559	\$25,865	\$8,942	\$11,923	\$29,416
76-11 ELECTRICITY	\$83,115	\$39,107	\$39,107	\$59,689	79,585	\$86,973
76-12 TELEPHONE/ COMMUNICATIONS	8,370	4,631	4,631	4,812	6,416	4,770
76-13 NATURAL GAS	0	0	0	0	0	0
76-20 JANITORIAL SERVICES	14,715	21,098	21,098	25,000	33,333	34,381
76-25 SAFETY SERVICES	2,516	0	0	2,340	3,120	0
76-30 PEST CONTROL SERVICES	375	1,236	1,236	775	1,033	1,273
78-00 CONTRACT SERVICES	980	0	0	0	0	0
78-30 RENTAL	1,287	1,646	1,646	1,104	1,472	1,695
Subtotal of SERVICES	\$111,358	\$67,718	\$67,718	\$93,720	\$124,960	\$129,092
Totals for FACILITY OPERATIONS	\$117,451	\$101,423	\$98,729	\$106,191	\$141,588	\$163,809

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
66-00 FACILITY MAINTENANCE	\$150	\$1,749	\$1,749	\$0	\$0	\$1,801
68-00 EQUIPMENT MAINTENANCE	1,697	0	0	1,595	2,127	3,000
Subtotal of MAINTENANCE	\$1,847	\$1,749	\$1,749	\$1,595	\$2,127	\$4,801
76-11 ELECTRICITY	\$23,873	\$18,636	\$18,636	\$40,353	\$53,804	\$48,204
76-12 TELEPHONE/COMMUNICATIONS	3,010	0	0	3,347	4,463	\$3,200
76-13 NATURAL GAS	305	714	714	463	617	\$1,407
76-30 PEST CONTROL SERVICES	700	824	824	600	800	\$1,313
Subtotal of SERVICES	\$27,888	\$20,174	\$20,174	\$44,763	\$59,684	\$54,124
Totals for FACILITY OPERATIONS	\$29,735	\$21,923	\$21,923	\$46,358	\$61,811	\$58,925

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
56-00 FACILITY SUPPLIES	\$0	\$772	\$772	\$0	\$0	\$795
Subtotal of SUPPLIES	\$0	\$772	\$772	\$0	\$0	\$795
62-10 LANDSCAPING	\$0	\$103	\$103	\$0	\$0	\$106
66-00 FACILITY MAINTENANCE	472	8,747	8,747	3,085	4,113	9,009
Subtotal of MAINTENANCE	\$472	\$8,850	\$8,850	\$3,085	\$4,113	\$9,115
76-11 ELECTRICITY	\$2,564	\$3,794	\$3,794	\$2,656	\$3,541	\$3,908
76-25 SAFETY SERVICES	711	0	0	601	801	0
76-30 PEST CONTROL SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$3,275	\$3,794	\$3,794	\$3,257	\$4,343	\$3,908
Totals for FACILITY OPERATIONS	\$3,747	\$13,416	\$13,416	\$6,342	\$8,456	\$13,818

Capital Improvement Program

Capital Improvements Program (CIP) Summary

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

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

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

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

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

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

Capital Improvement Program

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

Capital Improvement Program Focus and Operating Impact

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

Population growth is a major driver for our CIP development and implementation. The 2000 census, reported Friendswood's population at 29,037. In June 2008, our estimated population was 35,664; a 22% increase in 7 years. By our community's complete build-out in 12 to 22 years, the population is expected to be at approximately 57,400.

As a result of this anticipated growth and its subsequent impact, the CIP focuses on utility infrastructure improvements for the next five years. As will be shown in further portions of this document, 73% of the CIP funding uses are proposed drainage and utility improvement projects. Proposed streets improvements make up 12% of the program, facilities improvements represent another 12% and parks improvements comprise 3%. Beyond the next five years, the proposed CIP's focus will shift from utility infrastructure improvements to streets improvements when the plan's composition will be 49% and 38%, respectively.

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

Staff takes special care in timing CIP projects that may require debt service support to maintain the City's property tax rate and water and sewer utility rates at levels that will not burden its citizens. As a result, the City's capital improvement program includes proposed unfunded projects totaling \$89.6 million; \$57.1 in general obligation funds supported and \$32.5 million utility funds supported. As previously stated, projects will be included in the capital budget, annually, as their continued relevance and funding sources are approved by City Council. Debt level limits and revenue projections are critical in this process because CIP projects funded by property tax supported debt have an indirect impact on the operating budget through resulting principal and interest payment requirements.

Capital Improvements Program Funding

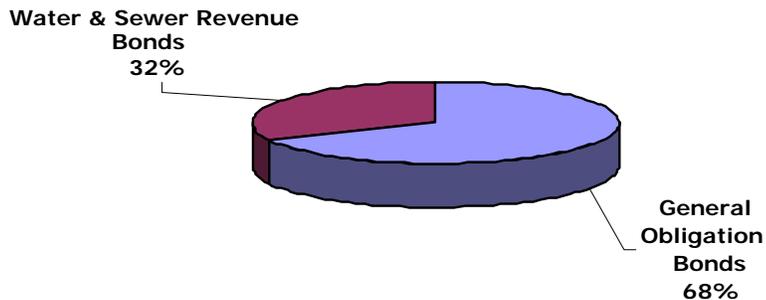
The CIP cites funding as the greatest challenge for the plan due to the aggressive nature of our City's plan and increasing construction costs partly resulting from recent hurricanes affecting the Gulf Coast. This challenge means the City has to utilize a variety of sources for funding capital expenditures. In the past, the City has issued General Obligation Bonds, Certificates of Obligation and Revenue Bonds to support the Capital Improvements Plan. The proposed CIP plan includes \$13,373,274 in General Obligations Bonds funding issued in 2005 for projects that are expected to be completed within the next four years. Other funding sources including state and federal grants, donations, interlocal agreements and

Capital Improvement Program

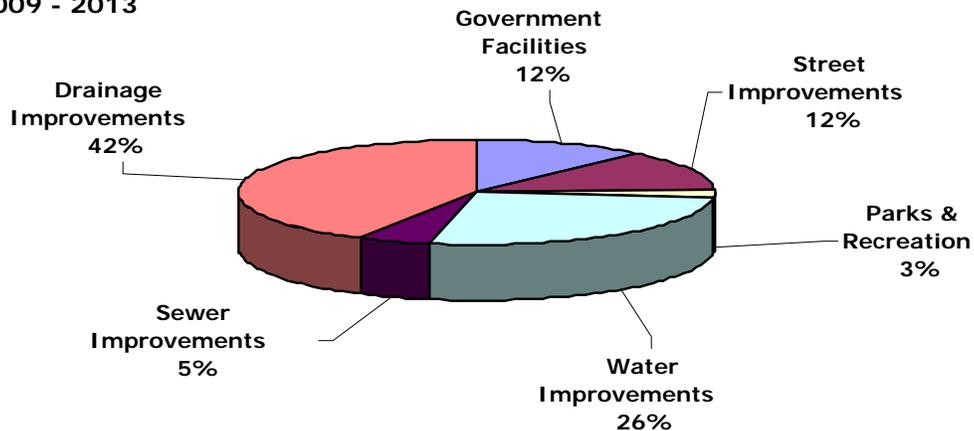
undesignated fund balances have been utilized to pay for capital expenditures. The City anticipates continuing the use of these funding sources to support the capital improvements program in the future.

Currently, the City is considering a bond issuance of \$5.3 to \$16 million to fund water and sewer improvements projects included in the CIP plan. Also, a general obligations bond issuance is being proposed by Galveston County and if approved by voters in November 2008 election, the City's portion of the funding will be approximately, \$11.4 million. The funds will be used to complete a \$6 million drainage project, three street improvement projects and other projects as funding availability allows.

Proposed CIP Funding Sources 2009 - 2013



Proposed CIP Funding Uses 2009 - 2013



Capital Improvement Program

Significant Routine and Significant Non-Routine Capital Expenditures

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. The year's operating budget includes \$700,000 for this capital expenditure. The City's capital improvements program also includes one water and sewer fund significant routine capital expenditures which are the annual sewer line maintenance and cleaning (\$300,000 for fiscal year 2009).

The City's recommended significant non-routine capital expenditures for the next five years of the CIP plan, totaling \$102.91 million, will be detailed in further parts of this section of the budget document. The tables below summarize the CIP plan expenditures by project year and category. Schedules follow which provide proposed project names, accounting Project identification numbers (if assigned), and budget estimates.

Proposed General Obligations Funds	2009	2010	2011	2012	2013	Total 5 Year Plan
Drainage						
Estimated Cost	\$ 6,400,000	\$ 3,085,000	\$ 5,591,000	\$27,990,000		\$43,066,000
Potential Funds	\$ 6,000,000	\$ 161,474	\$ 0	\$ 100,000		\$ 6,261,474
Supplemental Funding	\$ 400,000	\$ 2,923,526	\$ 5,591,000	\$27,890,000		\$36,804,526
Facilities						
Estimated Cost	\$ 248,000	\$ 7,764,000		\$ 4,000,000		\$12,012,000
Potential Funds	\$ 48,000	\$ 0		\$ 0		\$ 48,000
Supplemental Funding	\$ 200,000	\$ 7,764,000		\$ 4,000,000		\$11,964,000
Parks						
Estimated Cost	\$ 2,600,000					\$ 2,600,000
Potential Funds	\$ 0					\$ 0
Supplemental Funding	\$ 2,600,000					\$ 2,600,000
Streets						
Estimated Cost	\$ 5,400,000	\$ 2,000,000	\$ 4,878,800		\$ 476,000	\$12,754,800
Potential Funds	\$ 4,685,000	\$ 0	\$ 2,378,800		\$ 0	\$ 7,063,800
Supplemental Funding	\$ 715,000	\$ 2,000,000	\$ 2,500,000		\$ 476,000	\$ 5,691,000
Total G.O. Funds						
Estimated Cost	\$14,648,000	\$12,849,000	\$10,469,800	\$31,990,000	\$ 476,000	\$70,432,800
Potential Funds	\$10,733,000	\$ 161,474	\$ 2,378,800	\$ 100,000	\$ 0	\$13,373,274
Supplemental Funding	\$ 3,915,000	\$12,687,526	\$ 8,091,000	\$31,890,000	\$ 476,000	\$57,059,529

Proposed Water/Sewer Bond Funds	2009	2010	2011	2012	2013	Total 5 Year Plan
Sewer Improvements						
Estimated Cost	\$ 1,941,000			\$ 3,307,000		\$ 5,248,000
Potential Funds	\$ 0			\$ 0		\$ 0
Supplemental Funding	\$ 1,941,000			\$ 3,307,000		\$ 5,248,000
Water Improvements						
Estimated Cost	\$12,597,000	\$ 3,500,000	\$ 2,438,000	\$ 8,693,000		\$27,228,000
Potential Funds	\$ 0	\$ 0	\$ 0	\$ 0		\$ 0
Supplemental Funding	\$12,597,000	\$ 3,500,000	\$ 2,438,000	\$ 8,693,000		\$27,228,000
Total Water/Sewer Bond Funds						
Estimated Cost	\$14,538,000	\$ 3,500,000	\$ 2,438,000	\$12,000,000		\$32,476,000
Potential Funds	\$ 0	\$ 0	\$ 0	\$ 0		\$ 0
Supplemental Funding	\$14,538,000	\$ 3,500,000	\$ 2,438,000	\$12,000,000		\$32,476,000

**Capital Projects
Project Summary by Fund**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
General Fund	\$2,423,744	\$1,049,000	\$1,465,950	\$685,814	\$1,412,919	\$869,445
General Obligation Construction Funds	2,109,429	0	1,920,053	2,939,952	2,939,952	0
General Obligation Funding to be Determined	0	16,525,000	0	0	0	14,648,000
Water and Sewer Fund	190,860	485,826	4,270,000	3,916,398	4,270,000	330,000
2006 Water and Sewer Construction Fund	7,472,603	0	153,774	7,186,683	7,265,012	0
2009 Water and Sewer Construction Fund	0	4,444,000	0	0	0	14,538,000
	\$12,196,636	\$22,503,826	\$7,809,777	\$14,728,847	\$15,887,883	\$30,385,445

**Capital Improvement Plan
FY08-09 Budget
General Fund**

Project Name	Project Number	FY07 Actual	FY08 Estimate	FY08 Budget	FY09 Budget	FY10 Proposed Budget	FY11 Proposed Budget	FY12 Proposed Budget	FY13 Proposed Budget
Asphalt Overlay Program	ST4007	\$48,275	\$300,000	\$300,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Brittany Bay Blvd	ST0017	0	220,260	0	0	0	0	0	0
Concrete Repairs	ST7001	1,070,159	489,953	500,000	500,000	500,000	500,000	500,000	500,000
Friendswood Link Road	ST0018	331,816	0	0	0	0	0	0	0
Laura Leigh Street Repair	ST8001	0	263,092	215,000	0	0	0	0	0
FM 528 Traffic Signal	ST8002	0	37,170	0	0	0	0	0	0
Dickinson Bayou Drainage	DR0003	0	0	0	13,945	0	0	0	0
STREET PROJECTS		\$1,450,250	\$1,310,475	\$1,015,000	\$713,945	\$700,000	\$700,000	\$700,000	\$700,000
Cowards Creek Drainage	G01020	\$0	\$5,943	\$0	\$0	\$0	\$0	\$0	\$0
Prairie Wilde Drainage	DR0207	0	0	0	0	0	0	0	0
DRAINAGE PROJECTS		\$0	\$5,943	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Ph II & III	PK0021	\$90,199	\$6,570	\$0	\$155,500	\$0	\$0	\$0	\$0
Renwick Lighting	PK0061	0	0	0	0	0	0	0	0
PARKS PROJECTS		\$90,199	\$6,570	\$0	\$155,500	\$0	\$0	\$0	\$0
Animal Control Facility	779827	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Station #4	FFS000	0	22,973	0	0	0	0	0	0
Property Exchange FS #3 & HOA		0	0	0	0	0	0	0	0
PSB Construction	FFS000	552,898	0	0	0	0	0	0	0
PSB Operating Equipment	FFS000	155,725	2,489	0	0	0	0	0	0
PSB Capital Equipment	FFS000	158,320	(234)	0	0	0	0	0	0
PSB Operating Services	FFS000	3,877	0	0	0	0	0	0	0
City Hall Parking Lot	PKLOT	0	42,968	0	0	0	0	0	0
Library Expansion Project-Drawings	FLB001		21,735	34,000	0	0	0	0	0
Fire Station #3 Modification	779833	12,475	0	0	0	0	0	0	0
FACILITY PROJECTS		\$883,295	\$89,931	\$34,000	\$0	\$0	\$0	\$0	\$0
GENERAL FUND PROJECTS		\$2,423,744	\$1,412,919	\$1,049,000	\$869,445	\$700,000	\$700,000	\$700,000	\$700,000

**Capital I Improvement Plan
FY08-09 Budget
Proposed General Obligation Projects**

Project Name	Project Number	FY07 Actual	FY08 Estimate	FY08 Budget	FY09 Budget	FY10 Proposed Budget	FY11 Proposed Budget	FY12 Proposed Budget	FY13 Proposed Budget
Projects to be determined (FY08)									
Shadowbend: Woodlawn to Sunset	ST0204	\$0	\$0	\$3,485,000	\$0	\$0	\$0	\$0	\$0
Brittany Bay Blvd.	ST0017	0	0	0	0	0	4,878,000	0	0
Friendswood Link Road	ST0018	0	0	0	0	0	0	0	0
Melody Lane	ST0203	0	0	3,227,000	4,200,000	0	0	0	0
Shadowbend: Woodlawn to Sunset	ST0202	0	0	0	0	0	0	0	0
West Winding Way	ST0205	0	0	0	0	0	0	0	0
West Spreading Oaks	ST0201	0	0	491,000	0	0	0	0	476,000
Skyview Avenue		0	0	0	600,000	0	0	0	0
Sunnyview Avenue		0	0	0	600,000	0	0	0	0
Pavement Master Plan Phase I		0	0	0	0	2,000,000	0	0	0
STREET PROJECTS		\$0	\$0	\$7,203,000	\$5,400,000	\$2,000,000	\$4,878,000	\$0	\$476,000
Annalea Whitehall Drain Phase II		\$0	\$0	\$137,000	\$0	\$0	\$0	\$329,000	\$0
Annalea Whitehall Drain Phase III		0	0	379,000	0	0	0	428,000	0
Annalea Whitehall Drain Phase IV		0	0	434,000	0	0	0	251,000	0
Clover Acres Drainage	DR0205	42,397	812,652	0	0	0	0	0	0
Coward Creek Watershed	G00120	15,169	6,739	0	0	0	0	0	0
Glennshannon Drainage	DR0204	182,739	676,623	0	0	0	0	0	0
Mission Estates Outfall		1,439	0	0	0	247,000	0	0	0
Prairie Wilde Drainage	DR0207	0	0	0	0	0	0	235,000	0
Sun Meadow Drainage Phase II	DR0200	0	0	705,000	0	0	0	687,000	0
Sun Meadow Drainage Phase III		0	0	440,000	0	0	0	470,000	0
Sun Meadow Drainage Phase IV		0	0	538,000	0	0	0	546,000	0
Sun Meadow Drainage Phase V		0	0	295,000	0	0	0	616,000	0
West Edgewood Drainage Outfall		0	0	3,426,000	0	2,355,000	0	0	0
Woodlawn Drainage	DR0202	0	0	0	0	0	0	0	0
Library Expansion Project-Drawings		0	0	2,968,000	6,000,000	0	0	0	0
Baker Road Detention		0	0	0	400,000	0	0	0	0
Shadowbend Drainage Phase II		0	0	0	0	280,000	0	0	0
Shadowbend Drainage Phase III		0	0	0	0	203,000	0	0	0
Melody Lane Drainage		0	0	0	0	0	5,591,000	0	0
Southern Panhandle Reg. Detention		0	0	0	0	0	0	17,655,000	0
Northern Panhandle Reg. Detention		0	0	0	0	0	0	6,773,000	0
DRAINAGE PROJECTS		\$241,744	\$1,496,014	\$9,322,000	\$6,400,000	\$3,085,000	\$5,591,000	\$27,990,000	\$0
Centennial Park Ph II & III	PK0021	\$15,002	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Friendswood Sports Park Land Acq.		0	0	0	2,600,000	0	0	0	0
PARKS PROJECTS		\$15,002	\$0	\$0	\$2,600,000	\$0	\$0	\$0	\$0
Fire Station #4	FFS000	\$12,290	\$1,375,994	\$0	\$0	\$0	\$0	\$0	\$0
Public Safety Bldg Ph I	FPS001	1,840,393	67,944	0	0	0	0	0	0
Animal Control Building	779827	0	0	0	0	1,041,000	0	0	0
Library Expansion	FLB001	0	0	0	0	3,223,000	0	0	0
City Hall Parking Lot Expansion	PKLOT	0	0	0	248,000	0	0	0	0
Civic Center/Records Retention		0	0	0	0	3,500,000	0	0	0
Public Safety Bldg Ph II		0	0	0	0	0	0	4,000,000	0
FACILITY PROJECTS		\$1,852,683	\$1,443,938	\$0	\$248,000	\$7,764,000	\$0	\$4,000,000	\$0
GO BONDS FUND PROJECTS		\$2,109,429	\$2,939,952	\$16,525,000	\$14,648,000	\$12,849,000	\$10,469,000	\$31,990,000	\$476,000

Source for Future Years: Proposed 2009-2013 Capital Improvement Program

**Capital Improvement Plan
FY08-09 Budget
Water and Sewer Fund**

Project Name	Project Number	FY07 Actual	FY08 Estimate	FY08 Budget	FY09 Budget	FY10		FY11		FY12		FY13	
						Proposed Budget							
Fire Hydrant Spacing Program	UW0035	\$444	\$39,409	\$30,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Neighborhood Waterline Replacement	UW0400	(9,153)	0	0	0	0	0	0	0	0	0	0	0
Water Meter Change Out Program	UW0003	27,847	51,948	40,470	0	0	0	0	0	0	0	0	0
Water Plant #5 Rehab	UW0018	0	33,445	0	0	0	0	0	0	0	0	0	0
Water Plant #6 Rehab	UW0019	0	30,170	0	0	0	0	0	0	0	0	0	0
Surface Water Purchase (COH)	UW0030	0	3,500,000	0	0	0	0	0	0	0	0	0	0
DISTRIBUTION PROJECTS		\$19,138	\$3,654,972	\$70,826	\$0								
Sewer Line Maint & Cleaning	US0017	171,722	500,028	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Sewer Line PSB	US0036	0	0	0	0	0	0	0	0	0	0	0	0
Utility Master Plan	8UTMST	0	100,000	100,000	0	0	0	0	0	0	0	0	0
Software Support Services (GIS)		0	15,000	15,000	0	0	0	0	0	0	0	0	0
San Joaquin Lift Station Improvements	US0025	0	0	0	30,000	0	0	0	0	0	0	0	0
COLLECTION PROJECTS		\$171,722	\$615,028	\$415,000	\$330,000	\$300,000							
WATER & SEWER FUND PROJECTS		\$190,860	\$4,270,000	\$485,826	\$330,000	\$300,000							

**Capital Improvement Plan
FY08-09 Budget
Proposed Water and Sewer Bond Projects**

Project Name	Project Number	FY07 Actual	FY08 Estimate	FY08 Budget	FY09 Budget	FY10 Proposed Budget	FY11 Proposed Budget	FY12 Proposed Budget	FY13 Proposed Budget
						\$0	\$0	\$0	\$0
Bay Area Blvd Waterline	UW0007	\$234,631	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Blackhawk Waterline	UW0012	96,146	267,580	0	0	0	0	0	0
16" Waterline Sun to Sun Meadow	UW0037	292,744	83,880	0	0	0	0	0	0
Surface Water Purchase	UW0510	6,698,876	6,053,200	0	0	0	0	0	0
Water Plant #5 Rehabilitation	UW0018	0	0	0	3,277,000	0	0	0	0
Water Plant #6 Rehabilitation	UW0019	0	0	0	1,040,000	0	0	0	0
Water Plant #7 Rehabilitation	UW0026	0	0	0	0	0	1,087,000	0	0
Deepwood Force Main	US0007	0	0	0	3,160,000	0	0	0	0
Deepwood Lift Station	US0008	0	0	0	1,803,000	0	0	0	0
Beamer Road Water Line	UW0032	0	0	0	1,020,000	0	0	0	0
42" Water Main Replacement		0	0	0	0	3,500,000	0	0	0
Raw Water System Buy-In		0	0	0	2,297,000	0	0	0	0
Second Take Point Phase II		0	0	0	0	0	1,351,000	0	0
Water Plant #2 Rehabilitation	UW0017	0	0	0	0	0	0	2,864,000	0
East FM 528 Water Line		0	0	0	0	0	0	241,000	0
Surface Water Station #2		0	0	0	0	0	0	1,808,000	0
Viejo Drive (E & W) Water Line Loop		0	0	0	0	0	0	473,000	0
Water Plant #1 Rehabilitation		0	0	0	0	0	0	0	0
DISTRIBUTION PROJECTS		\$7,322,397	\$6,404,660	\$0	\$12,597,000	\$3,500,000	\$2,438,000	\$5,386,000	\$0
Deepwood Force Main	US0007	\$49,220	\$32,945	\$0	\$0	\$0	\$0	\$0	\$0
Deepwood LS Expansion	US0008	36,080	0	0	0	0	0	0	0
Sunmeadow LS #8 Replacement	US0023	61,206	827,407	0	0	0	0	0	0
South Friendswood Force Main Div		3,700	0	0	0	0	0	0	0
Beamer Road Sanitary Sewer	US0022	0	0	0	1,941,000	0	0	0	0
El Dorador/Lundy Lane Sanitary Sewer		0	0	0	0	0	0	3,307,000	0
COLLECTION SYSTEM PROJECTS		\$150,206	\$860,352	\$0	\$1,941,000	\$0	\$0	\$3,307,000	\$0
WATER & SEWER FUND PROJECTS		\$7,472,603	\$7,265,012	\$0	\$14,538,000	\$3,500,000	\$2,438,000	\$8,693,000	\$0

Source for Future Years: Proposed 2009-2013 Capital Improvement Program

**General Fund
Capital Improvement Projects
Project Listing**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Asphalt Overlay Program	\$48,275	\$300,000	\$300,000	\$0	\$300,000	\$200,000
Brittany Bay Blvd	0	0	220,260	2,074	220,260	0
Concrete Repairs	1,070,159	500,000	489,953	487,244	489,953	500,000
Friendswood Link Road	331,816	0	0	0	0	0
Prairie Wilde Drainage	0	0	0	0	0	0
Sun Meadow Drainage	0	0	0	0	0	0
Laura Leigh Street Repair	0	215,000	263,092	148,033	263,092	0
FM 528 Traffic Signal	0	0	0	0	37,170	0
Cowards Creek Drainage	0	0	0	0	5,943	0
Dickinson Bayou Drainage	0	0	0	0	0	13,945
Total Street & Drainage Projects	\$1,450,250	\$1,015,000	\$1,273,305	\$637,351	\$1,316,418	\$713,945
Centennial Park Gate	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Field Lighting	0	0	6,570	0	6,570	155,500
Centennial Park Phase II	90,199	0	0	0	0	0
Renwick Lighting	0	0	0	0	0	0
Total Parks Projects	\$90,199	\$0	\$6,570	\$0	\$6,570	\$155,500
Animal Control Facility	\$0	\$0	\$0	\$0	\$0	\$0
Fire Station #4	0	0	0	22,973	22,973	0
Property Exchange Fs#3 & Hoa	0	0	0	0	0	0
PSB Construction	552,898	0	0	0	0	0
PSB Operating Equipment	155,725	0	1,575	2,489	2,489	0
PSB Capital Equipment	158,320	0	0	(234)	(234)	0
PSB Operating Services	3,877	0	0	0	0	0
City Hall Parking Lot	0	0	100,000	1,500	42,968	0
Library Expansion Project -Drawings	0	34,000	34,500	21,735	21,735	0
Fire Station #3 Modification	12,475	0	50,000	0	0	0
Total Facility Projects	\$883,295	\$34,000	\$186,075	\$48,463	\$89,931	\$0
Total General Fund Projects	\$2,423,744	\$1,049,000	\$1,465,950	\$685,814	\$1,412,919	\$869,445

**General Fund
Capital Improvement Projects
Account Listing**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
81-20 Buildings	\$0	\$0	\$0	\$22,973	\$22,973	\$0
81-40 Building Renovations	12,475	0	50,000	0	0	0
82-30 Parking/Driveways	0	0	100,000	1,500	42,968	0
General Government Total	\$12,475	\$0	\$150,000	\$24,473	\$65,941	\$0
58-00 Operating Equipment <\$5000	\$155,725	\$0	\$1,575	\$2,489	\$2,489	\$0
74-00 Operating Services	3,877	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	0
81-20 Buildings	552,898	0	0	0	0	0
88-00 Capital Equipment	158,320	0	0	(234)	(234)	0
85-81 Preliminary Study	0	0	0	0	0	0
85-83 Architectural Services	0	0	0	0	0	0
Public Safety Total	\$870,820	\$0	\$1,575	\$2,255	\$2,255	\$0
65-10 Street Maintenance	\$1,070,159	\$500,000	\$489,953	\$487,244	\$489,953	\$500,000
71-30 Engineering Services	0	0	0	0	0	0
81-11 Concrete Streets	331,816	215,000	263,092	148,033	263,092	0
85-12 Asphalt Streets	48,275	300,000	300,000	0	300,000	200,000
85-30 Drainage Improvements	0	0	0	0	5,943	13,945
85-81 Preliminary Engineering	0	0	220,260	2,074	220,260	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
85-98 Misc Construction Costs	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	37,170	0
Public Works Total	\$1,450,250	\$1,015,000	\$1,273,305	\$637,351	\$1,316,418	\$713,945
58-00 Operating Equipment < \$5000	\$0	\$0	\$0	\$0	\$0	\$0
82-20 Lighting	90,199	0	6,570	0	6,570	155,500
85-83 Architectural Services	0	34,000	34,500	21,735	21,735	0
85-96 Surveying	0	0	0	0	0	0
82-40 Fence	0	0	0	0	0	0
85-85 Construction Inspection	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
Culture & Recreation Total	\$90,199	\$34,000	\$41,070	\$21,735	\$28,305	\$155,500
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 TOTAL	\$2,423,744	\$1,049,000	\$1,465,950	\$685,814	\$1,412,919	\$869,445

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Clover Acres Drainage	\$42,397	\$0	\$160,356	\$812,652	\$812,652	\$0
Coward Creek Watershed	15,169	0	5,848	6,739	6,739	0
Glenshannon Drainage	182,739	0	50,133	676,623	676,623	0
Mission Estates Outfall	1,439	0	0	0	0	0
Shadowbend: Woodlawn To Sunset	0	0	0	0	0	0
Sun Meadow Drainage	0	0	0	0	0	0
Woodlawn Drainage	0	0	0	0	0	0
Total Streets & Drainage Projects	\$241,744	\$0	\$216,337	\$1,496,014	\$1,496,014	\$0
Centennial Park	\$15,002	\$0	\$0	\$0	\$0	\$0
Total Parks Projects	\$15,002	\$0	\$0	\$0	\$0	\$0
Fire Station #4	\$12,290	\$0	\$1,672,868	\$1,375,994	\$1,375,994	\$0
Public Safety Building	1,840,393	0	30,848	67,944	67,944	0
Total Facilities Projects	\$1,852,683	\$0	\$1,703,716	\$1,443,938	\$1,443,938	\$0
Total General Obligation Bond Funds	\$2,109,429	\$0	\$1,920,053	\$2,939,952	\$2,939,952	\$0

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
58-00 Operating Equip	\$43,874	\$0	\$0	\$0	\$0	\$0
77-10 Software License Fee	525	0	0	0	0	0
78-00 Contract Services	6,560	0	0	0	0	0
81-00 Land And Buildings	0	0	0	0	0	0
81-10 Land	0	0	0	0	0	0
81-15 Storm Water Detention	0	0	0	0	0	0
84-00 Capital Operating Equipment	0	0	0	0	0	0
85-81 Preliminary Study	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-83 Architectural Services	99,779	0	20,387	30,516	30,516	0
85-84 Constr Administration	0	0	0	0	0	0
85-86 Surveying	0	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	11,339	8,811	8,811	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-98 Misc Construction Costs	2,234	0	15,095	13,527	13,527	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	333,048	0	1,134	11,654	11,654	0
Public Safety Total	\$486,020	\$0	\$47,955	\$64,508	\$64,508	\$0
81-11 Easements And Rows	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-11 Concrete Streets	0	0	0	144,106	144,106	0
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	3,690	0	(2,590)	(2,590)	(2,590)	0
85-82 Design Engineering	22,050	0	9,950	9,950	9,950	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-96 Surveying	4,150	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
Public Works Total	\$29,890	\$0	\$7,360	\$151,466	\$151,466	\$0
85-60 Parks Improvments	\$0	\$0	\$0	\$0	\$0	\$0
85-83 Architectural Services	0	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-91 Construction (Contracted)	15,002	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
Culture & Recreation Total	\$15,002	\$0	\$0	\$0	\$0	\$0
2003 GO BOND CONSTR TTL	\$530,912	\$0	\$55,315	\$215,974	\$215,974	\$0

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
78-00 Contract Services	\$7,000	\$0	\$0	\$8,061	\$8,061	\$0
85-81 Preliminary Eng	0	0	0	0	0	0
85-83 Architectural	0	0	0	0	0	0
85-84 Construction Admin	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	1,648,600	1,367,667	1,367,667	0
85-86 Surveying	1,249,030	0	0	0	0	0
85-98 Misc Construction Costs	88,020	0	0	5,943	5,943	0
88-00 Capital Equipment	22,612	0	7,161	250	250	0
Public Safety Total	\$1,366,662	\$0	\$1,655,761	\$1,381,921	\$1,381,921	\$0
78-00 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Easements & Row	157,180	0	0	0	0	0
81-13 Appraisal Services	150	0	0	0	0	0
81-15 Storm Water Detention	0	0	0	80,000	80,000	0
81-19 Structure Removal	0	0	0	0	0	0
85-30 Drainage Improvements	0	0	0	555,349	555,349	0
85-81 Preliminary Engineering	1,438	0	35,563	0	0	0
85-82 Design Engineering	6,498	0	3,321	3,321	3,321	0
85-84 Constr Administration	17,169	0	2,802	2,802	2,802	0
85-87 Soil/Concrete Testing	0	0	4,100	3,923	3,923	0
85-91 Construction (Contracted)	0	0	157,781	686,398	686,398	0
85-96 Surveying	13,610	0	550	950	950	0
85-98 Misc Construction Costs	15,807	0	4,860	9,314	9,314	0
Public Works Total	\$211,852	\$0	\$208,977	\$1,342,057	\$1,342,057	\$0
2005 GO BOND CONSTR TTL	\$1,578,514	\$0	\$1,864,738	\$2,723,978	\$2,723,978	\$0

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
To be determined in FY 2008	\$0	\$3,485,000	\$0	\$0	\$0	\$0
F.M. 518 Drainage Improvements (Ph. 1)	\$0	\$0	\$0	\$0	\$0	\$6,000,000
Total Drainage Projects	\$0	\$0	\$0	\$0	\$0	\$6,000,000
City Hall Parking Lot Expansion	\$0	\$0	\$0	\$0	\$0	\$48,000
Total Facilities Projects	\$0	\$0	\$0	\$0	\$0	\$48,000
Melody Lane Street Reconstruction	\$0	\$0	\$0	\$0	\$0	\$3,485,000
Skyview Avenue	0	0	0	0	0	600,000
Sunnyview Avenue	0	0	0	0	0	600,000
Total Streets Projects	\$0	\$0	\$0	\$0	\$0	\$4,685,000
Total General Obligation Bond Funds	\$0	\$3,485,000	\$0	\$0	\$0	\$10,733,000

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Sun Meadow Drainage Phase II	\$0	\$705,000	\$0	\$0	\$0	\$0
Sun Meadow Drainage Phase III	0	440,000	0	0	0	0
Sun Meadow Drainage Phase IV	0	538,000	0	0	0	0
Sun Meadow Drainage Phase V	0	295,000	0	0	0	0
West Edgewood Drainage Outfall	0	3,426,000	0	0	0	0
FM 518 Drainage	0	2,968,000	0	0	0	0
Annalea Whitehall Drain Phase II	0	137,000	0	0	0	0
Annalea Whitehall Drain Phase III	0	379,000	0	0	0	0
Annalea Whitehall Drain Phase IV	0	434,000	0	0	0	0
Baker Road Detention	0	0	0	0	0	400,000
Total Drainage Projects	\$0	\$9,322,000	\$0	\$0	\$0	\$400,000
City Hall Parking Lot Expansion	\$0	\$0	\$0	\$0	\$0	\$200,000
Total Facilities Projects	\$0	\$0	\$0	\$0	\$0	\$200,000
Friendswood Sports Park Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$2,600,000
Total Parks Projects	\$0	\$0	\$0	\$0	\$0	\$2,600,000
Melody Lane	\$0	\$3,227,000	\$0	\$0	\$0	\$715,000
West Spreading Oaks	0	491,000	0	0	0	0
Total Streets Projects	\$0	\$3,718,000	\$0	\$0	\$0	\$715,000
Total General Obligation Projects	\$0	\$13,040,000	\$0	\$0	\$0	\$3,915,000

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Fire Hydrant Spacing Program	\$444	\$30,356	\$39,409	\$12,126	\$39,409	\$0
Neighborhood Waterline Replace	(9,153)	0	0	0	0	0
Water Meter Change Out Program	27,847	40,470	51,948	0	51,948	0
Water Plant #5 Rehab	0	0	33,445	32,542	33,445	0
Water Plant #6 Rehab	0	0	30,170	29,268	30,170	0
Surface Water Purchase (COH)	0	0	3,500,000	3,500,000	3,500,000	0
Total Distribution System	\$19,138	\$70,826	\$3,654,972	\$3,573,936	\$3,654,972	\$0
Sewer Line And Maintenance Cleaning	\$171,722	\$300,000	\$500,028	\$327,462	\$500,028	\$300,000
San Joaquin Lift Station Improvement	0	0	0	0	0	30,000
Software Support Services (GIS)	0	15,000	15,000	15,000	15,000	0
Utility Master Plan	0	100,000	100,000	0	100,000	0
Sewer Line PSB Property	0	0	0	0	0	0
Total Collection System	\$171,722	\$415,000	\$615,028	\$342,462	\$615,028	\$330,000
Total Water And Sewer Fund	\$190,860	\$485,826	\$4,270,000	\$3,916,398	\$4,270,000	\$330,000

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
54-76 Water Meters-Repl Program	\$27,847	\$40,470	\$51,948	\$0	\$51,948	\$0
54-78 Fire Hydrant Program	444	30,356	39,409	12,148	39,409	0
85-50 Carport/Garage	0	0	0	0	0	0
85-41 Distribution Lines	(9,153)	0	3,500,000	3,500,000	3,500,000	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	39,000	39,000	39,000	0
85-85 Construction Inspection	0	0	1,320	1,320	1,320	0
85-96 Surveying	0	0	10,100	8,295	10,100	0
85-99 Geotechnical Services	0	0	13,195	13,173	13,195	0
Water (Distribution System) Total	\$19,138	\$70,826	\$3,654,972	\$3,573,936	\$3,654,972	\$0
65-51 Collection Line Maintenance	\$171,722	\$300,000	\$500,028	\$282,912	\$500,028	\$300,000
65-52 Lift Station Maintenance	0	0	0	0	0	30,000
77-20 Software Support Services	0	15,000	15,000	15,000	15,000	0
85-51 Collection Lines	0	0	0	0	0	0
85-81 Preliminary Engineering	0	100,000	100,000	44,550	100,000	0
85-91 Construction (Contracted)	0	0	0	0	0	0
Sewer (Collection System) Total	\$171,722	\$415,000	\$615,028	\$342,462	\$615,028	\$330,000
WATER AND SEWER TOTAL	\$190,860	\$485,826	\$4,270,000	\$3,916,398	\$4,270,000	\$330,000

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

		FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Bay Area Blvd Waterline	\$234,631	\$0	\$0	\$0	\$0	\$0
Blackhawk Waterline	96,146	0	14,293	215,401	267,580	0
16" Waterline Sunset To Sun Meadow	292,744	0	84,329	68,380	83,880	0
Surface Water Purchase	6,698,876	0	0	6,053,200	6,053,200	0
Total Distribution	\$7,322,397	\$0	\$98,622	\$6,336,981	\$6,404,660	\$0
Deepwood Force Main	\$49,220	\$0	\$35,806	\$32,945	\$32,945	\$0
Deepwood LS Expansion	36,080	0	0	0	0	0
Sunmeadow LS #8 Replacement	61,206	0	19,346	816,757	827,407	0
SM-San Joaquin FM Replacement	3,700	0	0	0	0	0
Total Collection System	\$150,206	\$0	\$55,152	\$849,702	\$860,352	\$0
Total Water And Sewer Bond Construction Fund	\$7,472,603	\$0	\$153,774	\$7,186,683	\$7,265,012	\$0

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

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
81-11 Water Rights	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	9,500	9,500	0
85-41 Distribution Lines	7,322,397	0	0	213,338	224,338	0
85-43 Water Purification Plants	0	0	0	6,053,200	6,053,200	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	69,691	38,832	69,691	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction	0	0	0	0	0	0
85-96 Surveying	0	0	25,740	18,920	44,740	0
85-97 Soil/Concrete Testing	0	0	3,191	3,191	3,191	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Water (Distribution System) Total	\$7,322,397	\$0	\$98,622	\$6,336,981	\$6,404,660	\$0
81-11 Easements And Row	\$0	\$0	\$8,191	\$17,181	\$27,831	\$0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	150,206	0	(1,600)	0	0	0
85-52 Lift Station Improvemnt	0	0	(250)	0	0	0
85-81 Preliminary Engineering	(48,950)	0	6,357	6,357	6,357	0
85-82 Design Engineering	39,765	0	7,875	7,875	7,875	0
85-84 Constr Administration	0	0	5,000	5,000	5,000	0
85-91 Construction	0	0	0	779,881	779,881	0
85-96 Surveying	9,185	0	13,590	13,590	13,590	0
85-97 Soil/Concrete Testing	0	0	0	3,829	3,829	0
85-98 Misc Construction	0	0	14,200	14,200	14,200	0
85-99 Geotechnical Services	0	0	1,789	1,789	1,789	0
Sewer (Collection System) Total	\$150,206	\$0	\$55,152	\$849,702	\$860,352	\$0
2006 W/S Bond Total	\$7,472,603	\$0	\$153,774	\$7,186,683	\$7,265,012	\$0

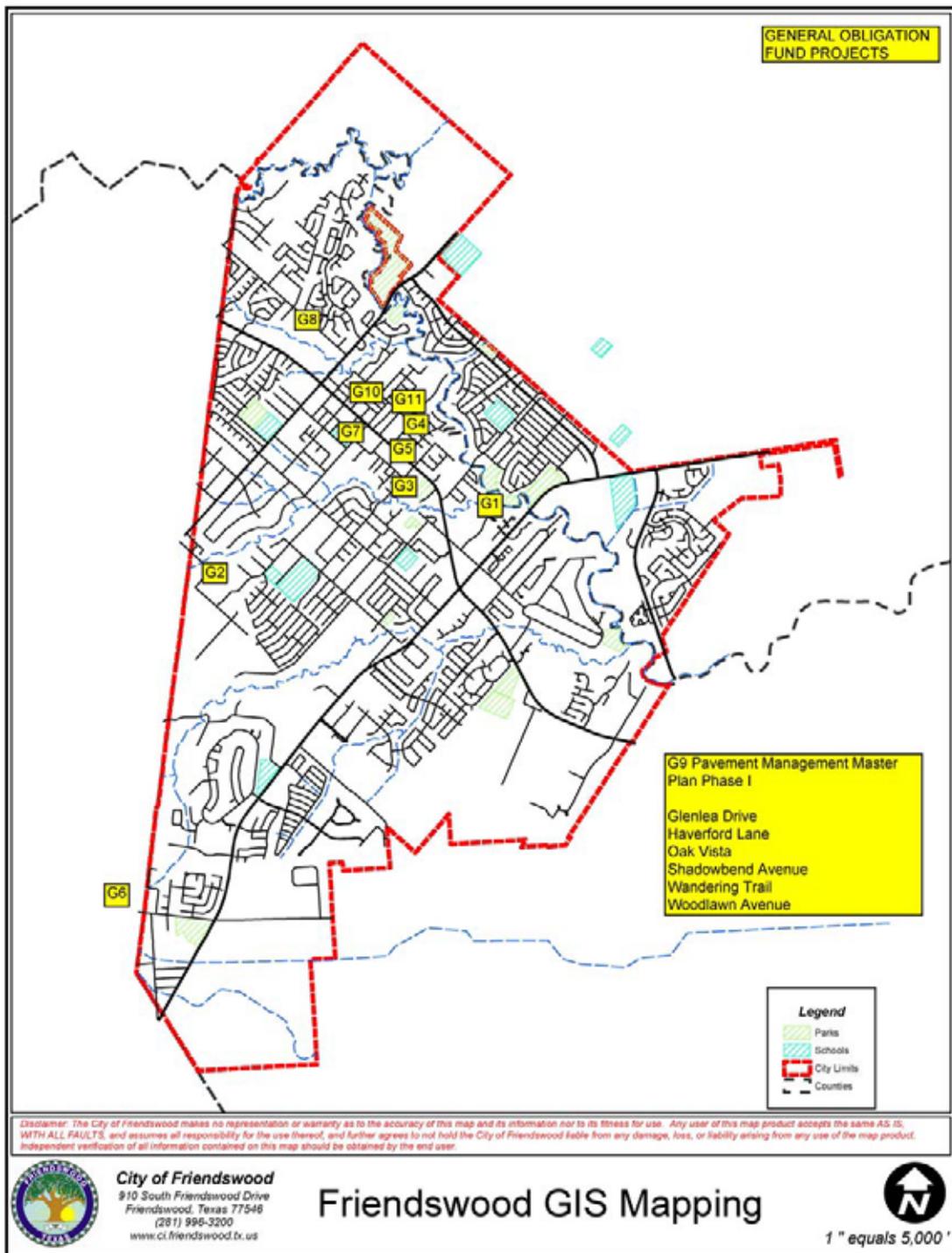
**Water and Sewer Revenue Bond Construction Fund
Proposed 2008 Water & Wastewater Bond Issue
Capital Improvement Schedule
Project Listing**

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Water Plant #5 Rehabilitation	\$0	\$3,392,000	\$0	\$0	\$0	\$3,277,000
Water Plant #6 Rehabilitation	0	1,052,000	0	0	0	1,040,000
Deepwood Force Main	0	0	0	0	0	3,160,000
Deepwood Lift Station	0	0	0	0	0	1,803,000
Beamer Road Water Line	0	0	0	0	0	1,020,000
Second Take Point Phase II	0	0	0	0	0	2,297,000
Total Distribution	\$0	\$4,444,000	\$0	\$0	\$0	\$12,597,000
Beamer Road Sanitary Sewer	\$0	\$0	\$0	\$0	\$0	\$1,941,000
Total Collection System	\$0	\$0	\$0	\$0	\$0	\$1,941,000
Total Proposed Water And Sewer Bond Construction Fund	\$0	\$4,444,000	\$0	\$0	\$0	\$14,538,000

**Excerpts from the Proposed 2009 – 2013
Capital Improvement Program**

General Obligation Projects

Capital Improvement Program



**GENERAL OBLIGATIONS FUND PROJECTS
(MAP LEGEND)**

PROJECT NAME	MAP CODE
Animal Control Building Phase I	G 1
Baker Road Detention Pond	G 2
City Hall Parking Lot	G 3
Civic Center & Records Retention	G 4
F.M. 518 Drainage Improvements Phase I	G 5
Friendswood Sports Park Land	G 6
Library Expansion	G 7
Melody Lane Street Reconstruction	G 8
Pavement Management Master Plan Phase I	G 9
Skyview Avenue	G 10
Sunnyview Terrace	G 11

Capital Improvement Program

PROJECT NAME	SPONSOR DEPARTMENT
Animal Control Building, Phase I	Police Department

COUNCIL GOAL: #6 Maintain High Level of Public Service

PLANNING DOCUMENT: None

TYPE: Facilities

YEAR PLANNED: 2010

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

The Police Department has identified the requirement to construct a new humane facility by 2009 to meet the growing needs of the community. The proposed project plan consists of a phase-constructed build-out to eventually support a total of 8 Animal Control Officers (Animal Control Officers) by 2020 with the initial investment designed to house up to 6 Animal Control Officers. The preliminary scope calls for a site of up to 1.5 acres to support building, a large animal containment area, parking and required detention. The initial phase of construction would consist of a 6000 sq. ft. pre-engineered metal building frame and roof with exterior CMU walls. This phase would center on approximately 1600 sq. ft. of administrative and public space and about 3300 sq. ft of kennels, lab and storage. Phase I of this facility would accommodate a minimum of 24 felines, 28 canines in separated kennels and provide a separate area for the quarantine of injured / sick pets or bite cases. Phase two would add up to 3000 sq. ft. of additional building space in order to double the kennel capacity to a total of 56 canines and provide additional quarantine area and provide office space for the additional two Animal Control Officers. A more detailed scope is expected to be identified during the preliminary study phase of the project. The scope outlined above was based on currently identified needs of the Sponsor Department.

JUSTIFICATION:

The current facility was constructed in approximately 1989 and is located in the floodway. It was damaged during Tropical Storm Allison in 2001 and required extensive repairs after that event. Additionally, the facility is inadequate to handle current operational requirements of the City's humane program with its current staffing level of two Animal Control Officers and one supervisor. The facility does not comply with current State regulations requiring a separate area for quarantined animals.

Projected Cost In: 2009	
Estimated Construction Cost	\$ 804,000
Estimated Acquisition Costs	\$ 0
Contingency @ 15.0%	\$ 121,000
Professional Services @ 14.4%	\$ 116,000
Total Project Cost	\$ 1,041,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Baker Road Detention Pond

Community Services

COUNCIL GOAL: #6 Maintain High Level of Public Service

PLANNING DOCUMENT: None

TYPE: Park Facilities

YEAR PLANNED: 2009

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

In an effort to obtain additional acreage for much needed ball fields, the City has been working with Galveston County Consolidated Drainage District (GCCDD) to utilize a dry detention for soccer fields. GCCDD has graded the Baker Road detention pond for the development of seven (7) soccer fields. In order for the fields to be utilized, the City will need to develop ADA compliant access ramps to the fields, provide a parking facility, and possibly restroom and concession facilities.

JUSTIFICATION:

The demand for youth ball fields within the City is growing at an alarming rate. Accordingly, this is an opportunity to utilize thirty (30) plus acres that would otherwise sit dormant, for additional soccer fields.

Projected Cost In:	2009	
Estimated Construction Cost		\$ 292,000
Estimated Easement Costs		\$ 0
Contingency @ 25.0%		\$ 73,000
Professional Services @ 12.0%		\$ 35,000
Total Project Cost		\$ 400,000

Capital Improvement Program

PROJECT NAME	SPONSOR DEPARTMENT
FM 518 Drainage, Phase I (Willowick to Cowards Creek)	Community Development

COUNCIL GOAL: #5 Improve Drainage

PLANNING DOCUMENT: Updated Master Drainage Plan Phase II

TYPE: Drainage

YEAR PLANNED: 2009

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

The City's recent update of the Master Drainage Plan Phase II included an evaluation of the downtown drainage area south of Willowick, to Cowards Creek. The proposed improvements consist of installing parallel storm sewer lines within the existing right-of-way of FM 518 and adding two (2), seventy-two (72) inch RCP, drainage pipes, along E. Castlewood and Stones Throw, outfalling to Clear Creek and Cowards Creek respectively.

JUSTIFICATION:

As identified in the 2008 update, installing the aforementioned improvements would mitigate the need for on-site detention for downtown properties within 400 feet of the centerline of FM 518; thus, increasing the viability for economic development/redevelopment within the downtown area, south of Willowick.

Projected Cost In: 2009	
Estimated Construction Cost	\$ 4,500,000
Estimated Easement Costs	\$ 294,000
GCCDD Regional Detention	\$ 122,000
Contingency @ 15.0%	\$ 675,000
Professional Services @ 9.1%	\$ 409,000
Total Project Cost	\$ 6,000,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Library Expansion

Library

COUNCIL GOAL: #6 Maintain High Level of Public Service

PLANNING DOCUMENT: Community Facilities Plan

TYPE: Facilities

YEAR PLANNED: 2010

SUBTYPE: Construction

PROJECT NUMBER: FLB001

PROJECT DESCRIPTION:

This project provides for the expansion of Library area in order to meet the growing needs of the community. The description is based on a March 2003 study performed to identify the possible alternatives and to quantify those alternatives. The expansion includes adding approximately 8628 sq. ft. to the library on the perimeters of the existing building: expanding and adding service area in the Reference Area, and Young Adult and Juvenile areas, expanding the Audio/Visual area and expanding the front and reference desks. Additionally the Community room would be expanded to provide a 200-250 person capacity. A portion of the existing parking lot would be consumed in this expansion and additional parking would be provided by expanding the parking area to the south and reciprocal agreements with the Friends Church.

The above project scope was developed in a preliminary study performed by an architectural consultant and presented to the Library Board in March 2003. Staff has confirmed this plan is still current.

JUSTIFICATION:

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

Projected Cost In: 2009	
Estimated Construction Cost	\$ 2,299,000
Estimated Acquisition Costs	\$ 63,000
Contingency @ 25.0%	\$ 575,000
Professional Services @ 12.4%	\$ 286,000
Total Project Cost	\$ 3,223,000

Capital Improvement Program

PROJECT NAME	SPONSOR DEPARTMENT
Melody Lane – Street	Community Development

COUNCIL GOAL: Improve Transportation
 PLANNING DOCUMENT: Major Thoroughfare Plan
 TYPE: Thoroughfares
 SUBTYPE: Construction

YEAR PLANNED: 2009
 PROJECT NUMBER: ST0203

PROJECT DESCRIPTION:

Currently, the roadway exists from F.M. 2351 to northerly City of Friendswood City Limits and is approximately 6600 feet long. It exists as a 2-lane asphalt road with an average width of 24 feet and large open ditches located on each side of the right-of-way. The Major Thoroughfare Plan (MTP) for the City of Friendswood identifies Melody Lane as a minor collector. The ultimate cross-section proposed for this street is a 2-lane, undivided concrete roadway (28-feet wide) with curb and gutter. The section of roadway between F.M. 2351 and the Woodland Park Drive is proposed as a 40-foot wide, three-lane concrete street with a continuous left turn lane. The purpose of this wider section with turn lane is to accommodate the significant number of driveways along that stretch of the roadway. In addition, the drainage ditches will be improved to underground storm sewer system.

JUSTIFICATION:

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

Projected Cost In: 2009	
Estimated Construction Cost	\$ 2,401,000
Estimated Easement Costs	\$ 816,000
Contingency @ 25.0%	\$ 600,000
Professional Services @ 15.9%	\$ 383,000
Total Project Cost	\$ 4,200,000

Capital Improvement Program

PROJECT NAME	SPONSOR DEPARTMENT
Park Land Acquisition	Community Services

COUNCIL GOAL: #6 Maintain High Level of Public Service

PLANNING DOCUMENT: None

TYPE: Park Facilities

YEAR PLANNED: 2009

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

In an effort to obtain additional acreage for much needed ball fields, the City Council has entered into a contract with Wight Realty Interest, Ltd., for the purchase of sixty (60) acres of potential park land. The said property is located near the vicinity of FM 528 and the city limits, being more particularly described as Lots 30, 45, 46, and 47 of the subdivision of the I & GN RR Company Survey No. 22, Abstract 693, and two ten (10) acre tracts out of BCAD Property ID 180382, 180389, and 180393. The contract dictates a utility-ready facility in which the City would be able to develop ball fields in the very near future.

JUSTIFICATION:

The demand for youth ball fields within the City is growing at an alarming rate. Accordingly, this is an opportunity to utilize sixty (60) acres outside the city limits for ball fields.

Item	Description	Quantity	Unit	Unit Price	Extension
	Land Acquisition	60	acres	\$ 43,333	\$ 2,600,000
Total Project Cost					\$ 2,600,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Pavement Master Plan Phase I

Public Works

COUNCIL GOAL: #13 Improve Transportation

PLANNING DOCUMENT: Pavement Improvement Master Plan

TYPE: Street

YEAR PLANNED: 2010

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

The Pavement Management Master Plan identified twenty-five (25) areas that are in need of rehabilitation due to unacceptable conditions of the roadway. The suggested projects are anticipated to be completed over the next five (5) to ten (10) years.

Projected Cost In:	2009	
Estimated Construction Cost		\$ 1,653,000
Estimated Easement Costs		\$ 0
Contingency @ 10.0%		\$ 165,000
Professional Services @ 11.0%		\$ 182,000
Total Project Cost		\$ 2,000,000

Capital Improvement Program

PROJECT NAME	SPONSOR DEPARTMENT
Skyview Avenue	Public Works

COUNCIL GOAL: #13 Improve Transportation

PLANNING DOCUMENT: None

TYPE: Street

YEAR PLANNED: 2009

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

Skyview Avenue is one of two remaining roadways within the downtown district that is still an asphalt street, with open ditches along the sides. The proposed improvements to the roadway include reconstructing a two-lane, concrete curb-and-gutter section, approximately 400 feet from the centerline of FM 518.

JUSTIFICATION:

Installing the aforementioned improvements would provide the necessary cross-section for neighboring property owners to install parkway improvements (i.e. 15-foot sidewalks, etc) within the said right-of-way; thus, increasing the viability for economic development/redevelopment within the downtown area.

Projected Cost In: 2009	
Estimated Construction Cost	\$ 437,000
Estimated Easement Costs	\$ 0
Contingency @ 20.0%	\$ 87,000
Professional Services @ 17.4%	\$ 76,000
Total Project Cost	\$ 600,000

Capital Improvement Program

PROJECT NAME	SPONSOR DEPARTMENT
Sunnyview Terrace	Public Works

COUNCIL GOAL: #13 Improve Transportation

PLANNING DOCUMENT: None

TYPE: Street

YEAR PLANNED: 2009

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

Sunnyview Terrace is one of two remaining roadways within the downtown district that is still an asphalt street, with open ditches along the sides. The proposed improvements to the roadway include reconstructing a two-lane, concrete curb-and-gutter section, approximately 400 feet from the centerline of FM 518.

JUSTIFICATION:

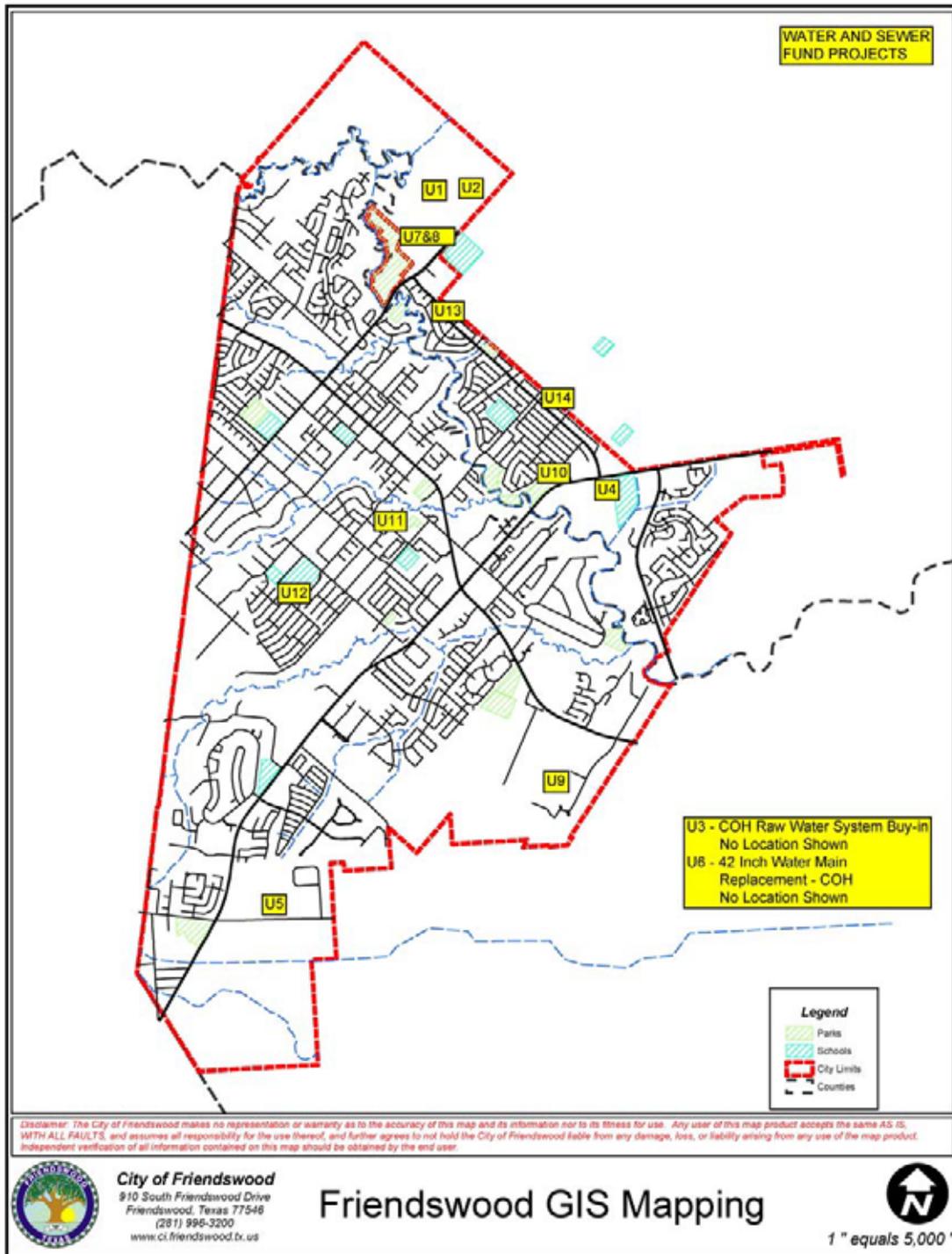
Installing the aforementioned improvements would provide the necessary cross-section for neighboring property owners to install parkway improvements (i.e. 15-foot sidewalks, etc) within the said right-of-way; thus, increasing the viability for economic development/redevelopment within the downtown area.

Projected Cost In: 2009	
Estimated Construction Cost	\$ 437,000
Estimated Easement Costs	\$ 0
Contingency @ 20.0%	\$ 87,000
Professional Services @ 17.4%	\$ 76,000
Total Project Cost	\$ 600,000

**Excerpts from the Proposed 2009 – 2013
Capital Improvements Program**

Utility Services Projects

Capital Improvement Program



WATER AND SEWER FUND PROJECTS

PROJECT NAME	MAP CODE
Beamer Road Sanitary Sewer Phase I	U 1
Beamer Road Water Line	U 2
COH Raw Water System Buy-In	U 3
East F.M. 528 Water Line	U 4
El Dorado/Lundy Lane Sanitary Sewer	U 5
42 Inch Water Main Replacement	U 6
Second Take Point Phase II	U 7
Surface Water Station #2	U 8
Viejo Drive (E & W) Water Line Loop	U 9
Water Plant Number One Rehabilitation	U 10
Water Plant Number Two Rehabilitation	U 11
Water Plant Number Five Rehabilitation	U 12
Water Plant Number Six Rehabilitation	U 13
Water Plant Number Seven Rehabilitation	U 14

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Beamer Road Sanitary Sewer Phase I

Community Development

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: North Panhandle Service Plan II

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Sanitary Sewer Improvements

PROJECT NUMBER: US0021

PROJECT DESCRIPTION:

This is a phased project based on expectations for economic development activities in the northern panhandle area of town. This project is based on a service plan completed in April 2000 and follows the recommendation for Service Plan II in a phased implementation. This initial phase of creates the primary sub-service area along the north side of FM 2351 and consists of approximately 4250 lf of 12 inch gravity sewer, a large lift station (ultimate capacity of 1 MGD) located near the Frankie Carter Park and an 8 inch force main towards the southwest crossing beneath FM 2351 at a point near Wandering Trail and then to the Wedgewood Lift Station #17. This service plan provides sewer initially to 136 acres and ultimately to 377 acres.

JUSTIFICATION:

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

Projected Cost In: 2009	
Estimated Construction Cost	\$ 1,296,000
Estimated Easement Costs	\$ 80,000
Contingency @ 25.0%	\$ 324,000
Professional Services @ 17.4%	\$ 241,000
Total Project Cost	\$ 1,941,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Beamer Road Waterline Phase I

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2011

SUBTYPE: Water Distribution Improvements

PROJECT NUMBER: US0032

PROJECT DESCRIPTION:

This project consists of the installation of 2800 lf of twelve (12) inch waterline that would extend to Beamer Road, the loop the line back into the existing system by installing 667 lf eight (8) inch waterline down to FM 2351.

JUSTIFICATION:

This section of the water main stops before it gets to Beamer Road, with all this area between Beamer and FM 2351, the need for Economic Industrial growth will increase.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 702,000
Estimated Easement Costs	\$ 0
Contingency @ 25.0%	\$ 176,000
Professional Services @ 20.2%	\$ 142,000
<hr/>	
Total Project Cost	\$ 1,020,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

COH Raw Water System Buy-In

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Ground Water Reduction Plan

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Purchase

PROJECT NUMBER: UW0501

PROJECT DESCRIPTION:

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

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

In order for Houston to continue supplying raw water in future and prevent the sole burden of the cost being shared only by Houston all future co-participant desire more capacity are to share the cost. In order to do this fairly, all raw water supplies are group to create a raw water system with a 240 MGD capacity. Friendswood future purchase (6 MGD) in the upcoming expansion will result in an estimated lump sum payment of \$4.2 million dollars due to Houston in 2007-2008

JUSTIFICATION:

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

Projected Cost In: 2011	
Estimated Construction Cost	\$ 3,500,000
Estimated Easement Costs	\$ 0
Contingency @ 25.0%	\$ 0
Professional Services @ 0.0%	\$ 0
Total Project Cost	\$ 3,500,000

Capital Improvement Program

SPONSOR DEPARTMENT

PROJECT NAME

East FM 528 Waterline

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2012

SUBTYPE: Water Distribution Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

This project consists of the installation of 2850 lf of fourteen (14) inch waterline that would extend to water service to the East Service Area, and then loop the line back into the existing system by installing 6600 lf twelve (12) inch waterline down to Bay Area Boulevard.

JUSTIFICATION:

The Water Distribution System is stretched thin when it gets beyond Bay Area Boulevard, south of FM 528. There are also not enough loops back to sustain pressure in this area. This will give potable water to the eastern most area of the City and loop the FM 528 line to the Bay Area Boulevard line.

Projected Cost In: 2012	
Estimated Construction Cost	\$ 2,014,000
Estimated Easement Costs	\$ 0
Contingency @ 25.0%	\$ 504,000
Professional Services @ 17.2%	\$ 346,000
Total Project Cost	\$ 2,864,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

El Dorado /Lundy Lane Sanitary Sewer

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2012

SUBTYPE: Sanitary Sewer Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

Service to these areas can be established by construction of a lift station and 12" and 15" gravity sewer lines. The lift station will be located in the vicinity of the intersection of Lundy Lane and Eldorado Lane. The project will include 2,500 feet of 6" force main, 5,000 feet of 12" gravity, 1,500 feet of 15" gravity, 800 feet of augured 12" and 15" and 20 manholes. Easements must be obtained for construction and installation of the Lift Station.

JUSTIFICATION:

To provide sanitary sewer service to this non-serviced area. Currently the service area consists of 36 large lots and large acreage tracts along Lundy Lane. The area is served by individual septic systems.

Projected Cost In: 2012	
Estimated Construction Cost	\$ 2,332,000
Estimated Easement Costs	\$ 0
Contingency @ 25.0%	\$ 583,000
Professional Services @ 16.8%	\$ 392,000
Total Project Cost	\$ 3,307,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

42 Inch Water Main Replacement

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Ground Water Reduction Act

TYPE: Utility

YEAR PLANNED: 2009

SUBTYPE: Purchase

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

This is a co-participation project with the City of Houston and other participants in the movement and upgrade of the main north/ south surface water transmission pipeline from the Southeast Water Purification Plant along State Highway 3.

Texas Department of Transportation plans to widen State Highway 3 and it will be necessary to remove the existing pipeline from State right-of-way in preparation for that project. This presents an opportunity to up-size this transmission line when it is removed from the easement. Costs of replacements, including the cost of real estate and easement are the responsibility of the Participants utilizing the transmission line. The removal/construction project will be managed by the City of Houston and Participant's cost share will be based on a pro-rata use according to their distribution allocation. Friendswood's distribution allocation from this line is balanced by its distribution allocation from the 36-inch line on Beamer.

Replacement and movement of the 42-inch line to a location outside of the Highway 3 ROW is planned for completion by 2010 in order for TXDOT's project to proceed on schedule.

JUSTIFICATION:

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

Projected Cost In: 2010	
Estimated Construction Cost	\$ 3,168,000
Estimated Easement Costs	\$ 0
Contingency @ 0.0%	\$ 0
Professional Services @ 0.0%	\$ 0
Total Project Cost	\$ 3,168,000

Capital Improvement Program

SPONSOR DEPARTMENT

PROJECT NAME

Second Take Point, Phase II

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: Ground Water Reduction Plan

TYPE: Utility

YEAR PLANNED: 2012

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: UW0521

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

Projected Cost In: 2011	
Estimated Construction Cost	\$ 1,610,000
Estimated Easement Costs	\$ 0
Contingency @ 25.0%	\$ 403,000
Professional Services @ 17.7%	\$ 284,000
Total Project Cost	\$ 2,297,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Surface Water Station #2

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2012

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

This is the City's Second Surface Water Take Point pumping station. The rehabilitation will include the sand blasting and painting of the existing plant piping, repair and upgrade of mechanical and electrical components.

JUSTIFICATION:

A preventive maintenance program prolongs the life of the facilities. The piping components need to be repainted every 10 to 12 years to assure its integrity and usefulness. Electrical and mechanical components are subject to obsolescence and may require updating or replacement at this point.

Projected Cost In:	2012	
Estimated Construction Cost		\$ 156,000
Estimated Easement Costs		\$ 0
Contingency @ 25.0%		\$ 39,000
Professional Services @ 29.5%		\$ 46,000
Total Project Cost		\$ 241,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Viejo Drive (E & W) Water Line Loop

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

SUBTYPE: Water Improvements

YEAR PLANNED: 2012

PROJECT NUMBER: UW0507

PROJECT DESCRIPTION:

This project has been altered by development activities. Originally, this included the construction of a 12 inch main along the west boundary line of the Rancho Viejo subdivision then cross FM 518 and proceeds into the southern portion of the subdivision. The developer will now construct a large portion of this system north of FM 518. The project described here consists of the construction of improvements on the south side and a tie-in to the main on the north side. The remaining project consists of 5500 lf of 12 inch main and the 150 of augured construction beneath the highway along with approximately 10 fire hydrant assemblies.

JUSTIFICATION:

With the construction of the second surface water take point and the purchase of additional capacity from the City of Houston; this system improvement is required to push water to the southern portion of Friendswood. Significant residential development (i.e. Wesley West property) is anticipated that will increase the demand for water in that portion of the City. The project will also help to alleviate pressure problems experienced during periods of peak demand in Rancho Viejo.

Projected Cost In:	2012	
Estimated Construction Cost		\$ 1,259,000
Estimated Easement Costs		\$ 0
Contingency @ 25.0%		\$ 315,000
Professional Services @ 29.5%		\$ 234,000
Total Project Cost		\$ 1,808,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number One Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2012

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

Rehabilitation of the Blackhawk water plant. 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.

Projected Cost In:	2012	
Estimated Construction Cost		\$ 316,000
Estimated Easement Costs		\$ 0
Contingency @ 25.0%		\$ 79,000
Professional Services @ 24.7%		\$ 78,000
Total Project Cost		\$ 473,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Two Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2009

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: UW0017

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

Projected Cost In: 2008	
Estimated Construction Cost	\$ 753,000
Estimated Easement Costs	\$ 0
Contingency @ 25.0%	\$ 188,000
Professional Services @ 19.3%	\$ 146,000
Total Project Cost	\$ 1,087,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Five Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2009

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: UW0018

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

Projected Cost In: 2008	
Estimated Construction Cost	\$ 2,322,000
Estimated Easement Costs	\$ 0
Contingency @ 25.0%	\$ 581,000
Professional Services @ 16.1%	\$ 374,000
Total Project Cost	\$ 3,277,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Six Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2009

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: UW0019

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

Projected Cost In:	2008	
Estimated Construction Cost		\$ 720,000
Estimated Easement Costs		\$ 0
Contingency @ 25.0%		\$ 180,000
Professional Services @ 19.5%		\$ 140,000
Total Project Cost		\$ 1,040,000

Capital Improvement Program

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Seven Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2012

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: UW0026

PROJECT DESCRIPTION:

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

JUSTIFICATION:

This well site is in need of a new control room. The existing room is too small for safety when performing electrical repair work and no longer meets NEC Codes. The existing switchgear is at the end of its usable life. The room also floods when there is any rainfall. A new control room/chemical room will eliminate this situation. A replacement of the existing vertical turbine pumps with horizontal units would provide a more efficient operation. The ground storage tanks should be replaced as necessary with half million gallon ground storage as dictated by the last ground storage tank inspection. At this time the replacement of all needed piping and accessories should be done. The existing automatic transfer switch at the site was hit by lightening and partially destroyed. A new switch would enable this site to automatically transfer power when needed. Reconditioning the existing generator set including increasing the diesel tank capacity would make this emergency power system more reliable.

Projected Cost In:	2011	
Estimated Construction Cost		\$ 935,000
Estimated Easement Costs		\$ 0
Contingency @ 25.0%		\$ 234,000
Professional Services @ 19.4%		\$ 182,000
Total Project Cost		\$ 1,351,000



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Summary of Debt Service Funds

	FY 07 Actual	FY 08 Original Budget	FY 08 Amended Budget	FY 08 YTD 6/30/08	FY 08 Year End Estimate	FY 09 Adopted Budget
General Obligation Bonds	\$852,359	\$942,547	\$942,547	\$599,429	\$942,247	\$1,290,843
Certificates of Obligations	\$238,925	\$51,875	\$51,875	\$51,875	\$51,875	\$500
Refunding Bonds	\$850,019	\$1,462,096	\$1,462,096	\$1,262,068	\$1,462,096	\$1,252,059
Revenue Bonds	\$1,705,451	\$1,465,534	\$1,265,378	\$715,939	\$1,265,878	\$2,256,897
Other Tax Debt	\$103,786	\$165,466	\$165,466	\$103,786	\$103,786	\$184,181
Total	\$3,750,540	\$4,087,518	\$3,887,362	\$2,733,097	\$3,825,882	\$4,984,480

Debt Service Funds Overview

According to the City's financial management policy, debt financing can be used to purchase capital equipment and fund infrastructure improvements through general obligation and revenue bonds, certificates of obligation and capital lease agreements. City Council's decision to assume new debt is based on costs/benefits analysis after careful consideration of the City's debt per capita, taxable value to debt ratio and the percentage of debt compared to current revenue and expenditure projections.

Debt Limits

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

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

Our budget reflects a debt service rate of \$0.0700 per \$100 of net assessed value at 100% collection rate; which will yield approximately \$1,569,525; on an estimated net assessed tax base of \$2,242,178,295. Our total estimated general obligation tax debt is \$25,716,669 which is less than the debt limit of \$30,269,407 stipulated by the Texas Attorney General's office and the Home Rule Cities debt limit of \$56,054,455.

Tax Debt Service Fund

	FY 07 Actual	FY 08 Original Budget	FY 08 Amended Budget	FY 08 YTD 6/30/08	FY 08 Year End Estimate	FY 09 Adopted Budget
General Obligation Bonds						
Principal	\$150,000	\$250,000	\$250,000	\$250,000	\$250,000	\$620,000
Interest	701,759	691,947	691,947	349,129	691,947	670,243
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	600	600	600	300	300	600
Total	\$852,359	\$942,547	\$942,547	\$599,429	\$942,247	\$1,290,843
Revenue Bonds						
Principal	\$0	\$0	\$0	\$0	\$0	\$0
Interest	0	0	0	0	0	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$0	\$0	\$0
Refunding Bonds						
Principal	\$340,000	\$580,000	\$580,000	\$580,000	\$580,000	\$815,000
Interest	20,343	85,455	85,455	48,705	85,455	55,672
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
Total	\$360,343	\$665,455	\$665,455	\$628,705	\$665,455	\$870,672
Other Tax Debt						
Principal	\$95,496	\$142,269	\$142,269	\$99,555	\$99,555	\$160,081
Interest	8,290	23,197	23,197	4,231	4,231	24,100
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
Total	\$103,786	\$165,466	\$165,466	\$103,786	\$103,786	\$184,181
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	500	500	500	0	0	0
Total	\$500	\$500	\$500	\$0	\$0	\$0
Total Tax Debt Service Fund	\$1,316,988	\$1,773,968	\$1,773,968	\$1,331,920	\$1,711,488	\$2,345,696

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

	FY 07 Actual	FY 08 Original Budget	FY 08 Amended Budget	FY 08 YTD 6/30/08	FY 08 Year End Estimate	FY 09 Adopted Budget
93-11 PRINCIPAL -2003 GO BONDS	\$100,000	\$150,000	\$150,000	\$150,000	\$150,000	\$325,000
93-12 PRINCIPAL- 2005 GO BONDS	50,000	100,000	100,000	100,000	100,000	295,000
93-64 PRINCIPAL- 02 REFUND BONDS	340,000	345,000	345,000	345,000	345,000	0
96-65 PRINCIPAL- 05 REFUND BONDS	0	235,000	235,000	235,000	235,000	815,000
BOND AND GO PRINCIPAL	\$490,000	\$830,000	\$830,000	\$830,000	\$830,000	\$1,435,000
93-94 PRINCIPAL- CITYWIDE LAN	95,496	99,555	99,555	99,555	99,555	0
93-96 PRINCIPAL 08 FIRE TRUCK	0	42,714	42,714	0	0	160,081
OTHER DEBT PRINCIPAL	\$95,496	\$142,269	\$142,269	\$99,555	\$99,555	\$160,081
93-11 INTEREST-2003 GO BONDS	\$367,483	\$360,608	\$360,608	\$182,366	\$360,608	\$347,545
93-12 INTEREST-2005 GO BONDS	334,276	331,339	331,339	166,763	331,339	322,698
93-64 INTEREST-02 REFUND BONDS	20,343	6,814	6,814	6,814	6,814	0
93-65 INTEREST-05 REFUND BONDS	0	78,641	78,641	41,891	78,641	55,672
BOND AND GO INTEREST	\$722,102	\$777,402	\$777,402	\$397,834	\$777,402	\$725,915
93-94 INTEREST- CITYWIDE LAN	8,290	4,231	4,231	4,231	4,231	0
93-96 INTEREST 08 FIRE TRUCK	0	18,966	18,966	0	0	24,100
OTHER DEBT INTEREST	\$8,290	\$23,197	\$23,197	\$4,231	\$4,231	\$24,100
93-11 FISCAL FEES-03 GO BONDS	\$300	\$300	\$300	\$0	\$0	\$300
93-12 FISCAL FEES-05 GO BONDS	300	300	300	300	300	300
93-23 FISCAL FEES-95 CO	500	500	500	0	0	0
FISCAL AGENT FEES	\$1,100	\$1,100	\$1,100	\$300	\$300	\$600
93-12 ISSUE COSTS-05 GO BONDS	\$0	\$0	\$0	\$0	\$0	\$0
93-23 ISSUE COSTS-95 CO	0	0	0	0	0	0
ISSUE COSTS	\$0	\$0	\$0	\$0	\$0	\$0
Total for TAX DEBT SERVICE FUND	\$1,316,988	\$1,773,968	\$1,773,968	\$1,331,920	\$1,711,488	\$2,345,696

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

YEAR	PRINCIPAL	INTEREST	TOTAL
2009	1,595,081	750,015	2,345,096
2010	1,675,000	677,186	2,352,186
2011	843,733	620,820	1,464,552
2012	850,480	584,908	1,435,388
2013	875,271	552,280	1,427,551
2014	816,680	518,229	1,334,908
2015	846,680	487,068	1,333,747
2016	876,680	454,347	1,331,027
2017	850,000	419,808	1,269,808
2018	885,000	383,286	1,268,286
2019	920,000	345,673	1,265,673
2020	960,000	306,828	1,266,828
2021	1,000,000	265,828	1,265,828
2022	1,045,000	222,745	1,267,745
2023	1,100,000	177,298	1,277,298
2024	1,140,000	129,514	1,269,514
2025	1,195,000	79,401	1,274,401
2026	1,240,000	26,836	1,266,836

TOTAL	\$18,714,603	\$7,002,066	\$25,716,669
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Schedule of 2003 Permanent Improvement Bonds
By Maturity Date

YEAR	PRINCIPAL	INTEREST	TOTAL
2009	325,000	347,545	672,545
2010	295,000	330,495	625,495
2011	310,000	313,858	623,858
2012	330,000	299,558	629,558
2013	345,000	287,745	632,745
2014	365,000	275,046	640,046
2015	385,000	261,166	646,166
2016	410,000	246,055	656,055
2017	430,000	229,563	659,563
2018	455,000	211,635	666,635
2019	480,000	192,228	672,228
2020	510,000	171,183	681,183
2021	535,000	148,715	683,715
2022	565,000	125,065	690,065
2023	600,000	100,018	700,018
2024	635,000	73,465	708,465
2025	670,000	45,240	715,240
2026	705,000	15,334	720,334

TOTAL	\$8,350,000	\$3,673,911	\$12,023,911
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**Schedule of 2005 General Obligation Bonds
By Maturity Date**

YEAR	PRINCIPAL	INTEREST	TOTAL
2009	295,000	322,698	617,698
2010	350,000	308,589	658,589
2011	365,000	292,948	657,948
2012	375,000	276,761	651,761
2013	385,000	260,136	645,136
2014	390,000	243,183	633,183
2015	400,000	225,901	625,901
2016	405,000	208,292	613,292
2017	420,000	190,245	610,245
2018	430,000	171,651	601,651
2019	440,000	153,445	593,445
2020	450,000	135,645	585,645
2021	465,000	117,113	582,113
2022	480,000	97,680	577,680
2023	500,000	77,280	577,280
2024	505,000	56,049	561,049
2025	525,000	34,161	559,161
2026	535,000	11,503	546,503

TOTAL	\$7,715,000	\$3,183,278	\$10,898,278
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**Schedule of 2005 Refund Bonds
By Maturity Date**

YEAR	PRINCIPAL	INTEREST	TOTAL
2009	815,000	55,672	870,672
2010	865,000	18,922	883,922

TOTAL	\$1,680,000	\$74,594	\$1,754,594
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Estimated Obligations Under Capital Leases

YEAR	PRINCIPAL	INTEREST	TOTAL
2009	160,081	24,100	184,181
2010	165,000	19,180	184,180
2011	168,733	14,014	182,747
2012	145,480	8,590	154,070
2013	145,271	4,400	149,670
2014	61,680	-	61,680
2015	61,680	-	61,680
2016	61,680	-	61,680

TOTAL	969,603	70,283	1,039,886
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Water and Sewer Debt Service Fund

	FY 07 Actual	FY 08 Original Budget	FY 08 Amended Budget	FY 08 YTD 6/30/08	FY 08 Year End Estimate	FY 09 Adopted Budget
Revenue Bonds						
Principal	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$375,000
Interest	1,539,651	1,304,034	1,103,878	554,639	1,103,878	1,879,397
Issuance Cost	3,500	0	0	0	0	0
Paying Agent Fees	2,300	1,500	1,500	1,300	2,000	2,500
Total	\$1,705,451	\$1,465,534	\$1,265,378	\$715,939	\$1,265,878	\$2,256,897
Refunding Bonds						
Principal	\$460,000	\$460,000	\$460,000	\$460,000	\$460,000	\$55,000
Interest	28,654	335,641	335,641	172,363	335,641	325,387
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	1,022	1,000	1,000	1,000	1,000	1,000
Total	\$489,676	\$796,641	\$796,641	\$633,363	\$796,641	\$381,387
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	\$230,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0
Interest	7,925	1,375	1,375	1,375	1,375	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	500	0	0	500	500	500
Total	\$238,425	\$51,375	\$51,375	\$51,875	\$51,875	\$500
Total Water and Sewer Debt Service Fund	\$2,433,552	\$2,313,550	\$2,113,394	\$1,401,177	\$2,114,394	\$2,638,784

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

	FY 07 Actual	FY 08 Original Budget	FY 08 Amended Budget	FY 08 YTD 6/30/08	FY 08 Year End Estimate	FY 09 Adopted Budget
92-23 PRINCIPAL-95 CO	\$230,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0
93-43 PRINCIPAL-99 W/S BONDS	50,000	50,000	50,000	50,000	50,000	50,000
93-44 PRINCIPAL-00 W/S BONDS	60,000	60,000	60,000	60,000	60,000	60,000
93-45 PRINCIPAL-01 W/S BONDS	50,000	50,000	50,000	50,000	50,000	50,000
93-51 PRINCIPAL-07 W/S BONDS	0	0	0	0	0	0
93-52 PRINCIPAL-08 W/S BONDS	0	0	0	0	0	215,000
93-64 PRINCIPAL-02 REFUND BONDS	460,000	460,000	460,000	460,000	460,000	0
93-66 PRINCIPAL-06 REFUND BONDS	0	0	0	0	0	55,000
BOND PRINCIPAL	\$850,000	\$670,000	\$670,000	\$670,000	\$670,000	\$430,000
93-23 INTEREST-95 CO	\$7,925	\$1,375	\$1,375	\$1,375	\$1,375	\$0
93-43 INTEREST-99 W/S BONDS	10,604	5,475	5,475	3,650	5,475	1,825
93-44 INTEREST-00 W/S BONDS	15,287	9,750	9,750	5,850	9,750	5,850
93-45 INTEREST-01 W/S BONDS	303,657	297,778	297,778	149,701	297,778	294,528
93-49 INTEREST-06 W/S BONDS	1,126,114	790,875	790,875	395,438	790,875	790,875
93-50 INTEREST-05 W/S BONDS	83,989	0	0	0	0	0
93-51 INTEREST-07 W/S BONDS	0	200,156	0	0	0	0
93-52 INTEREST-08 W/S BONDS	0	0	0	0	0	786,319
93-64 INTEREST-02 REFUND BONDS	28,654	9,085	9,085	9,085	9,085	0
93-66 INTEREST-06 REFUND BONDS	0	326,556	326,556	163,278	326,556	325,387
BOND INTEREST	\$1,576,230	\$1,641,050	\$1,440,894	\$728,377	\$1,440,894	\$2,204,784
93-43 FISCAL FEES-99 W/S BONDS	\$1,000	\$0	\$0	\$0	\$0	\$0
93-44 FISCAL FEES-00 W/S BONDS	0	500	500	0	500	500
93-45 FISCAL FEES-01 W/S	1,000	500	500	1,000	1,000	1,000
93-49 FISCAL FEES-06 W/S	300	500	500	300	500	500
93-51 FISCAL FEES-07 W/S	0	0	0	0	0	0
93-52 FISCAL FEES-08 W/S	0	0	0	0	0	500
93-64 FISCAL FEES-02 W/S REFUND	1,022	500	500	1,000	1,000	1,000
94-23 FISCAL FEES-95 CO	500	500	500	500	500	500
FISCAL AGENT FEES	\$3,822	\$2,500	\$2,500	\$2,800	\$3,500	\$4,000
93-23 ISSUE COSTS-95 CO	\$0	\$0	\$0	\$0	\$0	\$0
93-43 ISSUE COSTS-99 W/S BONDS	0	0	0	0	0	0
93-49 ISSUE COSTS-06 W/S	3,500	0	0	0	0	0
ISSUE COSTS	\$3,500	\$0	\$0	\$0	\$0	\$0
Total for W/S DEBT FUND	\$2,433,552	\$2,313,550	\$2,113,394	\$1,401,177	\$2,114,394	\$2,638,784

WATER AND WASTEWATER REVENUE DEBT SERVICE

SUMMARY SCHEDULE OF REVENUE DEBT SERVICE TO MATURITY

YEAR	WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2009	372,500	57,500	1,738,174	466,610	2,110,674	524,110	2,634,784
2010	388,700	51,300	1,717,122	463,737	2,105,822	515,037	2,620,859
2011	1,185,100	184,900	1,676,603	458,516	2,861,703	643,416	3,505,118
2012	1,239,350	195,650	1,618,826	450,316	2,858,176	645,966	3,504,142
2013	1,298,200	201,800	1,561,778	441,749	2,859,978	643,549	3,503,527
2014	1,358,900	211,100	1,501,655	432,842	2,860,555	643,942	3,504,497
2015	1,421,700	218,300	1,438,874	423,685	2,860,574	641,985	3,502,559
2016	1,489,500	225,500	1,373,223	414,326	2,862,723	639,826	3,502,549
2017	1,559,150	235,850	1,303,781	404,494	2,862,931	640,344	3,503,274
2018	1,638,150	246,850	1,230,029	394,080	2,868,179	640,930	3,509,109
2019	1,714,250	255,750	1,151,741	383,071	2,865,991	638,821	3,504,812
2020	1,631,250	438,750	1,070,251	366,373	2,701,501	805,123	3,506,624
2021	1,713,000	462,000	985,462	343,728	2,698,462	805,728	3,504,190
2022	1,679,350	610,650	898,786	316,683	2,578,136	927,333	3,505,469
2023	1,767,850	642,150	810,365	285,029	2,578,215	927,179	3,505,394
2024	1,860,050	674,950	717,307	251,749	2,577,357	926,699	3,504,056
2025	1,957,250	712,750	619,385	216,684	2,576,635	929,434	3,506,069
2026	2,059,450	745,550	518,810	181,297	2,578,260	926,847	3,505,107
2027	2,165,350	784,650	412,890	144,092	2,578,240	928,742	3,506,982
2028	2,281,250	823,750	298,810	103,447	2,580,060	927,197	3,507,257
2029	2,396,500	863,500	181,631	62,494	2,578,131	925,994	3,504,125
2030	2,511,750	908,250	61,489	21,179	2,573,239	929,429	3,502,669
TOTAL	35,688,550	\$9,751,450	\$22,886,992	\$7,026,179	\$58,575,542	\$16,777,629	\$75,353,171

WATER AND WASTEWATER REVENUE DEBT SERVICE

SCHEDULE OF 1999 WATERWORKS AND WASTEWATER SYSTEM REVENUE BONDS BY MATURITY DATE

YEAR	64%	36%	64%	36%	WATER TOTAL	WASTEWATER TOTAL	TOTAL
	WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST			
2009	32,000	18,000	1,168	657	33,168	18,657	51,825
TOTAL	32,000	18,000	1,168	657	33,168	18,657	51,825

SCHEDULE OF 2000 WATERWORKS AND WASTEWATER SYSTEM REVENUE BONDS BY MATURITY DATE

YEAR	100%	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
	WATER PRINCIPAL						
2009	60,000	-	5,850	-	65,850	-	65,850
2010	60,000	-	1,950	-	61,950	-	61,950
TOTAL	120,000	0	7,800	0	127,800	0	127,800

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

YEAR	100%	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
	WATER PRINCIPAL						
2009	50,000	-	294,528	-	344,528	-	344,528
2010	50,000	-	291,278	-	341,278	-	341,278
2011	400,000	-	276,953	-	676,953	-	676,953
2012	410,000	-	254,823	-	664,823	-	664,823
2013	440,000	-	235,053	-	675,053	-	675,053
2014	460,000	-	213,788	-	673,788	-	673,788
2015	490,000	-	191,103	-	681,103	-	681,103
2016	525,000	-	166,611	-	691,611	-	691,611
2017	550,000	-	140,405	-	690,405	-	690,405
2018	580,000	-	112,430	-	692,430	-	692,430
2019	615,000	-	82,555	-	697,555	-	697,555
2020	650,000	-	50,930	-	700,930	-	700,930
2021	680,000	-	17,340	-	697,340	-	697,340
TOTAL	5,900,000	0	2,327,794	0	8,227,794	0	8,227,794

WATER AND WASTEWATER REVENUE DEBT SERVICE

SCHEDULE OF 2006 WATER & WASTEWATER BONDS BY MATURITY DATE

YEAR	WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2009	-	-	495,475	295,400	495,475	295,400	790,875
2010	-	-	495,475	295,400	495,475	295,400	790,875
2011	-	-	495,475	295,400	495,475	295,400	790,875
2012	-	-	495,475	295,400	495,475	295,400	790,875
2013	-	-	495,475	295,400	495,475	295,400	790,875
2014	-	-	495,475	295,400	495,475	295,400	790,875
2015	-	-	495,475	295,400	495,475	295,400	790,875
2016	-	-	495,475	295,400	495,475	295,400	790,875
2017	-	-	495,475	295,400	495,475	295,400	790,875
2018	-	-	495,475	295,400	495,475	295,400	790,875
2019	-	-	495,475	295,400	495,475	295,400	790,875
2020	655,000	390,000	479,100	285,650	1,134,100	675,650	1,809,750
2021	685,000	410,000	445,600	265,650	1,130,600	675,650	1,806,250
2022	805,000	480,000	408,350	243,400	1,213,350	723,400	1,936,750
2023	850,000	505,000	366,975	218,775	1,216,975	723,775	1,940,750
2024	890,000	530,000	323,475	192,900	1,213,475	722,900	1,936,375
2025	935,000	560,000	277,850	165,650	1,212,850	725,650	1,938,500
2026	985,000	585,000	232,313	138,488	1,217,313	723,488	1,940,800
2027	1,030,000	615,000	184,400	109,950	1,214,400	724,950	1,939,350
2028	1,085,000	645,000	131,525	78,450	1,216,525	723,450	1,939,975
2029	1,135,000	675,000	78,863	47,138	1,213,863	722,138	1,936,000
2030	1,185,000	710,000	26,663	15,975	1,211,663	725,975	1,937,638
TOTAL	10,240,000	6,105,000	8,405,338	5,011,425	18,645,338	11,116,425	29,761,763

SCHEDULE OF 2006 REFUND BONDS BY MATURITY DATE

YEAR	79% WATER PRINCIPAL	21% WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2009	43,450	11,550	257,056	68,331	300,506	79,881	380,388
2010	82,950	22,050	254,370	67,617	337,320	89,667	426,988
2011	580,650	154,350	240,632	63,965	821,282	218,315	1,039,597
2012	616,200	163,800	215,947	57,404	832,147	221,204	1,053,350
2013	632,000	168,000	190,202	50,560	822,202	218,560	1,040,763
2014	659,650	175,350	163,562	43,479	823,212	218,829	1,042,041
2015	679,400	180,600	136,369	36,250	815,769	216,850	1,032,619
2016	699,150	185,850	108,798	28,921	807,948	214,771	1,022,719
2017	730,750	194,250	79,834	21,222	810,584	215,472	1,026,056
2018	762,350	202,650	49,131	13,060	811,481	215,710	1,027,191
2019	786,050	208,950	16,704	4,440	802,754	213,390	1,016,144
TOTAL	\$6,272,600	\$1,667,400	\$1,712,604	\$455,249	\$7,985,204	\$2,122,649	\$10,107,853

WATER AND WASTEWATER REVENUE DEBT SERVICE

ESTIMATED SCHEDULE OF 2008 WATERWORKS & WASTEWATER BONDS

YEAR	WATER PRINCIPAL	WASTEWATER PRINCIPAL	WATER INTEREST	WASTEWATER INTEREST	WATER TOTAL	WASTEWATER TOTAL	TOTAL
2009	187,050	27,950	684,098	102,221	871,148	130,171	1,001,319
2010	195,750	29,250	674,049	100,720	869,799	129,970	999,769
2011	204,450	30,550	663,544	99,150	867,994	129,700	997,694
2012	213,150	31,850	652,582	97,512	865,732	129,362	995,094
2013	226,200	33,800	641,048	95,789	867,248	129,589	996,837
2014	239,250	35,750	628,831	93,963	868,081	129,713	997,794
2015	252,300	37,700	615,928	92,035	868,228	129,735	997,963
2016	265,350	39,650	602,339	90,005	867,689	129,655	997,344
2017	278,400	41,600	588,066	87,872	866,466	129,472	995,938
2018	295,800	44,200	572,993	85,620	868,793	129,820	998,613
2019	313,200	46,800	557,007	83,231	870,207	130,031	1,000,238
2020	326,250	48,750	540,221	80,723	866,471	129,473	995,944
2021	348,000	52,000	522,522	78,078	870,522	130,078	1,000,600
2022	874,350	130,650	490,436	73,283	1,364,786	203,933	1,568,719
2023	917,850	137,150	443,390	66,254	1,361,240	203,404	1,564,644
2024	970,050	144,950	393,832	58,849	1,363,882	203,799	1,567,681
2025	1,022,250	152,750	341,535	51,034	1,363,785	203,784	1,567,569
2026	1,074,450	160,550	286,497	42,810	1,360,947	203,360	1,564,307
2027	1,135,350	169,650	228,490	34,142	1,363,840	203,792	1,567,632
2028	1,196,250	178,750	167,285	24,997	1,363,535	203,747	1,567,282
2029	1,261,500	188,500	102,769	15,356	1,364,269	203,856	1,568,125
2030	1,326,750	198,250	34,827	5,204	1,361,577	203,454	1,565,031
TOTAL	\$13,123,950	\$1,961,050	\$10,432,289	\$1,558,848	\$23,556,239	\$3,519,898	\$27,076,137



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Appendix A
Budget and Tax Rate Adoption Ordinances

(Title: An ordinance adopting the City of Friendswood, Texas, General Budget for the Fiscal Year 2008/2009.)

ORDINANCE NO. 2008-33

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF FRIENDSWOOD, TEXAS, GENERAL BUDGET FOR THE FISCAL YEAR 2008/2009; 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, 2008, the City Manager presented to the City Council a proposed Budget of the expenditures of the City of Friendswood for the fiscal year 2008/2009, a summary copy of which is attached hereto as Exhibit "A" and is made a part hereof; and

WHEREAS, pursuant to notice as required by law, public hearings on such Budget were held in the Council Chambers in the City Hall, at which hearings all citizens and taxpayers of the City had the right to be present and to be heard and those who requested to be heard were heard; and

WHEREAS, the City Council has considered the proposed budget and has made such changes therein as in the City Council's judgment were warranted by law and were in the best interests of the citizens and taxpayers of the City; and

WHEREAS, a copy of the Budget has been filed with the City Secretary and the City Council desires to adopt the same; and

WHEREAS, in accordance with Section 8.03 (a) of the City Charter, the City Council has reviewed estimates of revenue to be derived by the City during the 2008/2009 fiscal year, and has determined that the proposed budgeted expenditures will not exceed total estimated income; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

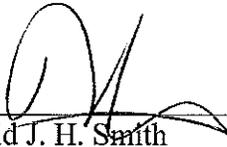
Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. In accordance with Section 8.03 (e) of the City Charter, the City Council hereby approves and adopts the Budget described above, the same being on file with the City Secretary. The City Secretary is hereby directed to place on said budget and to sign an endorsement reading as follows: "The Original General Budget of the City of Friendswood, Texas, for the fiscal year 2008/2009," 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 2008/2009, 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;

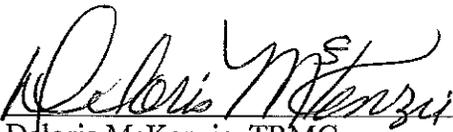
Beginning Fund Balance, 10/01/2008	\$22,009,079
Total Revenues	<u>\$34,518,388</u>
Total Resources Available for Appropriation	\$56,527,467
Total Expenditures and Other Financing Uses	<u>\$35,244,577</u>
Ending Fund Balance, 9/30/2009	<u>\$21,282,890</u>

PASSED, APPROVED, AND ADOPTED on first and final reading this 22nd day of September, 2008



David J. H. Smith
Mayor

ATTEST:



Deloris McKenzie, TRMC
City Secretary



(Title: An ordinance providing for the levy and collection of ad valorem taxes of the City of Friendswood, Texas, for the year 2008.)

ORDINANCE NO. 2008-34

AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF FRIENDSWOOD, TEXAS, FOR THE YEAR 2008; 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 \$.0700 for debt service and a tax rate of \$.5097 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 22nd day of September, 2008, said City Council has approved separately the tax rate heretofore specified for each of said components; and

WHEREAS, all notices and hearings required by law as a prerequisite to the passage, approval, and adoption of this Ordinance have been timely and property given and held; now, therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. The facts and matters set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

Section 2. There is hereby levied, for the tax year 2008, to fund the City's fiscal year 2008-2009 municipal budget, an ad valorem tax at the total rate of \$.5797 on each One Hundred Dollars (\$100) of assessed valuation on all property, real, personal, and mixed, within the corporate limits of the City, upon which an ad valorem tax is authorized by law to be levied by the City of Friendswood, Texas. All such taxes shall be assessed and collected in current money of the United States of America.

Section 3. Of the total tax levied in Section 2 hereof, \$.5097 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2008-2009. **THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

Section 4. Of the total tax levied in Section 2 hereof, \$.0700 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 2008-2009.

Section 5. All ad valorem taxes levied hereby, in the total amount of \$.5797 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, 2009. All ad valorem taxes due the City of

Friendswood, Texas, and not paid on or before January 31st following the year for which they were levied, shall bear penalty and interest as prescribed in the Texas Tax Code.

Section 6. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

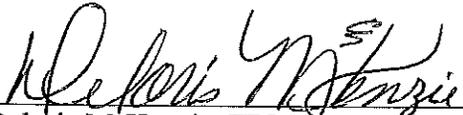
Section 7. All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on first and final reading this 22nd day of September, 2008.



David J. H. Smith
Mayor

ATTEST:



Deloris McKenzie, TRMC
City Secretary



Appendix B
Personnel Schedule

**Personnel By Department
Three Year Comparison**

	FY 07 Actual	FY08 Budget	FY09 Base Budget	FY09 FAW/DP	FY09 Proposed Budget
Administration	4.50	5.00	4.50	0.00	4.50
Economic Development	1.00	1.00	1.00	0.00	1.00
Total City Manager	5.50	6.00	5.50	0.00	5.50
Municipal Clerk	3.00	3.20	3.20	0.00	3.20
Records Management	2.00	2.00	2.00	0.00	2.00
Total City Secretary	5.00	5.20	5.20	0.00	5.20
Finance -General Fund	7.40	8.50	8.50	0.00	8.50
Finance -Water and Sewer Fund	3.00	3.00	3.00	0.00	3.00
Municipal Court	6.40	7.70	7.70	0.00	7.70
Human Resources	5.00	4.00	4.00	0.00	4.00
Risk Management- General Fund	0.50	1.00	1.00	0.00	1.00
Risk Management - Water and Sewer Fund	0.50	0.00	0.00	0.00	0.00
Information Technology	3.00	3.00	3.00	0.00	3.00
Total Administrative Services	25.80	27.20	27.20	0.00	27.20
Administration	4.00	8.00	9.00	0.00	9.00
Communications	13.70	13.60	13.60	0.00	13.60
Patrol	41.90	46.80	45.80	0.75	46.55
DOT Patrol	1.00	1.00	1.00	0.00	1.00
Criminal Investigations	11.00	11.00	11.00	0.00	11.00
Animal Control	3.00	3.50	3.50	0.50	4.00
Total Police	74.60	83.90	83.90	1.25	85.15
Administration	3.80	4.80	4.80	0.00	4.80
Emergency Management	1.30	1.30	1.30	0.00	1.30
Total Fire Marshal	5.10	6.10	6.10	0.00	6.10
Fire City Administration	0.00	0.00	0.00	0.00	0.00
Total FVFD	0.00	0.00	0.00	0.00	0.00
Administration	3.00	3.00	3.00	0.00	3.00
Planning and Zoning	2.00	2.00	2.00	0.00	2.00
Engineering- General Fund	1.00	1.00	1.00	0.00	1.00
Engineering-Water and Sewer Funds	2.00	1.00	1.00	0.00	1.00
Inspection	5.00	5.00	5.00	0.70	5.70
Code Enforcement	1.00	1.00	1.00	0.00	1.00
Projects- General Fund	2.00	2.00	2.00	0.00	2.00
Projects- Water and Sewer Funds	1.00	2.00	2.00	0.00	2.00
Total Community Development	17.00	17.00	17.00	0.70	17.70
Administration- General Fund	2.00	2.00	2.00	0.00	2.00
Administration- Water and Sewer Fund	1.00	1.00	1.00	0.00	1.00
Street Operations	8.00	8.00	8.00	0.00	8.00
Drainage Operations	6.00	6.00	6.00	1.00	7.00
Water Operations	9.00	9.00	9.00	1.30	10.30
Sewer Operations	8.00	8.00	8.00	0.00	8.00
Utility Customer Service	2.00	2.00	2.00	0.00	2.00
Total Public Works	36.00	36.00	36.00	2.30	38.30
Administration	2.00	2.00	2.00	0.00	2.00
Library	14.50	14.50	14.50	0.00	14.50
Parks Operations	8.00	8.00	8.00	0.00	8.00
Recreation Programs	7.50	7.70	7.70	0.00	7.70
Facility Operations	0.00	0.00	0.00	0.00	0.00
Total Community Services	32.00	32.20	32.20	0.00	32.20
Total Personnel	201.00	213.60	213.10	4.25	217.35

Appendix C
Decision Packages and Forces at Work

Decision Packages Included in the FY09
Proposed Budget

FY 2008 - 09 ADOPTED DECISION PACKAGES

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
ALL APPLICABLE	Fuel Increase	\$0	\$97,350	\$97,350	\$0	\$97,350
FVFD	Fuel Cost Contract Increase	\$0	\$15,305	\$15,305	\$0	\$15,305
ALL APPLICABLE	Electricity Increase	\$0	\$65,219	\$65,219	\$0	\$65,219
ALL APPLICABLE	Health Insurance Increase	\$0	\$46,458	\$46,458	\$0	\$46,458
CSO-Records Mgt.	Records Storage Rental	\$0	\$3,240	\$3,240	\$0	\$3,240
CMO-Admin.	Postage Increase	\$0	\$1,000	\$1,000	\$0	\$1,000
ASO-Admin	Postage Increase	\$0	\$1,000	\$1,000	\$0	\$1,000
ASO-IT	Air time for mobile data terminal connection to OSSI software	\$0	\$15,600	\$15,600	\$0	\$15,600
ASO-IT	OSSI Software Maintenance Increase	\$0	\$8,946	\$8,946	\$0	\$8,946
ASO-IT	Data Circuit for Police OSSI	\$0	\$12,000	\$12,000	\$0	\$12,000
ASO-IT	Library Print Quest (annual maintenance)	\$0	\$400	\$400	\$0	\$400
ASO-IT	Imaging System (annual maintenance)	\$0	\$2,500	\$2,500	\$0	\$2,500
ASO-IT	Laserfiche Software (annual maintenance)	\$0	\$4,039	\$4,039	\$0	\$4,039
PD-Communication	Radio T-1 Line	\$0	\$3,600	\$3,600	\$0	\$3,600
PD-Communication	Voice Recorder Maintenance	\$0	\$5,682	\$5,682	\$0	\$5,682
PD-Communication	Radio Console Maintenance	\$0	\$2,400	\$2,400	\$0	\$2,400
CDD-Inspections	Storm Water Mgt. Coordinator/FISD Bond Support	\$15,000	\$51,328	\$66,328	\$0	\$66,328
CDD-CIP Projects	Dickinson Bayou Improvements	\$13,945	\$0	\$13,945	\$0	\$13,945
ASO-Admin	Galveston Central Appraisal District Fee Increase	\$0	\$30,379	\$30,379	\$0	\$30,379
CS-Recreation Pgr	Summer Day Camp Counselor Minimum Wage Increase	\$0	\$4,095	\$4,095	\$0	\$4,095
CS-Stevenson Pool	Lifeguard Minimum Wage Increase	\$0	\$11,200	\$11,200	\$0	\$11,200
CS-Facility Ops	Public Safety Bldg Utilities, Facility & Equipment Maintenance	\$0	\$48,300	\$48,300	\$0	\$48,300
CS-Facility Ops	Fire Station #4 - Utilities, Facility & Equipment Maintenance	\$0	\$19,300	\$19,300	\$0	\$19,300
ASO-Admin	Annual Independent Audit Service Fee Increase	\$0	\$4,000	\$4,000	\$0	\$4,000
Forces at Work Total		\$28,945	\$453,341	\$482,286	\$0	\$482,286
PD-CID	Crime Victim Liaison	\$0	\$57,284	\$57,284	\$45,220	\$12,064
FMO-Admin/EM	Emergency Mgmt. Performance Grant Expenses	\$46,078	\$0	\$46,078	\$46,078	\$0
FMO-Admin/EM	Law Enforce. Officers Std. Ed. Grant Expenses	\$813	\$0	\$813	\$813	\$0
PD-Patrol	FISD & CCISD School Zone Patrol Increase	\$0	\$14,106	\$14,106	\$14,106	\$0
CS-Recreation Pgr	Summer Day Camp Program Expense Increase	\$0	\$7,800	\$7,800	\$7,800	\$0
Grant/Other Source Funding		\$46,891	\$79,190	\$126,081	\$114,017	\$12,064
FMO-Admin/EM	Asst. Fire Marshal Training/Travel/Memberships	\$0	\$750	\$750	\$0	\$750
FMO-Admin	Asst. Fire Marshal Safety Gear	\$2,400	\$0	\$2,400	\$0	\$2,400
FMO-Admin	Asst. Fire Marshal Radio Equipment	\$8,000	\$0	\$8,000	\$0	\$8,000
PD-Patrol/FMO	Overtime Wages Adjustment	\$0	\$28,000	\$28,000	\$0	\$28,000
CS-Sr. Program	Automatic Doors for the Senior Activity Center building	\$2,650	\$0	\$2,650	\$0	\$2,650
CS-Sr. Program	Reception Area Enclosure for the Senior Activity Center building	\$2,250	\$0	\$2,250	\$0	\$2,250
CS-Sr. Program	Senior Program Services Increase	\$0	\$5,000	\$5,000	\$0	\$5,000
ASO-IT	Storage Area Network (SAN) Replacement	\$45,000	\$0	\$45,000	\$0	\$45,000
ASO-Court	Salary Adjust (Judge, Assoc. Judge, Prosecutors)	\$0	\$5,000	\$5,000	\$0	\$5,000
CS-Facility Ops	A/C Unit Replacement (City Hall)	\$20,000	\$0	\$20,000	\$0	\$20,000
PD-Patrol	Full-Time Police Officer	\$0	\$65,015	\$65,015	\$0	\$65,015
PW-Drainage	Equipment Operator	\$0	\$43,745	\$43,745	\$0	\$43,745
PW-Streets	Street Maintenance Program	\$0	\$700,000	\$700,000	\$0	\$700,000
ASO-HR Risk	AED Equipment Maintenance	\$3,950	\$700	\$4,650	\$0	\$4,650
FVFD	Lifepack12 Digital Radio Modems (5 units)	\$4,500	\$0	\$4,500	\$0	\$4,500
PD-Animal Control	Increase Animal Control Personnel (0.5 to 1 FTE)	\$27,550	\$19,141	\$46,691	\$0	\$46,691
PW-Streets	Concrete Pumping Machine	\$10,000	\$0	\$10,000	\$0	\$10,000
CS-Parks Ops	Baker Road Detention (Soccer Field) Improvements & Maintenance	\$30,000	\$20,000	\$50,000	\$0	\$50,000
CMO-Admin	Audio Visual Equipment for City Council Chamber	\$10,000	\$0	\$10,000	\$0	\$10,000
CSO-Election Svs	Additional Election Expenditures	\$15,000	\$0	\$15,000	\$0	\$15,000
ASO-Finance (other)	Harris County Appraisal District fee	\$0	\$21,500	\$21,500	\$0	\$21,500
Mayor & Council	Grant Writing Services (11 months of 12-month contract)	\$59,583	\$0	\$59,583	\$0	\$59,583
Decision Packages Total		\$240,883	\$908,851	\$1,149,734	\$0	\$1,149,734
GENERAL FUND TOTAL		\$316,719	\$1,441,382	\$1,758,101	\$114,017	\$1,644,084

FY 2008 - 09 ADOPTED DECISION PACKAGES

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
ASO-Court	Baliff Overtime	\$0	\$3,469	\$3,469	\$0	\$3,469
ASO-Court	OT for Court Support-off duty PD staff to asst. Court Warrant Office	\$0	\$49,099	\$49,099	\$0	\$49,099
ASO-Court	Interactive Voice Response System (IVRS)	\$48,000	\$0	\$48,000	\$0	\$48,000
ASO-Court	Visual Aid Equipment	\$27,461	\$0	\$27,461	\$0	\$27,461
Court Security/Tech Fund		\$75,461	\$52,568	\$128,029	\$0	\$128,029
PD-CID	DEA Analyst	\$0	\$5,500	\$5,500	\$0	\$5,500
Police Investigation Fund						
CIP-Parks	Soccer Field Lighting (Centennial Park)	\$155,500	\$0	\$155,500	\$0	\$155,500
CS-Stevenson Park	Playground Equipment - Phase III	\$31,250	\$0	\$31,250	\$0	\$31,250
Parkland Dedication Fund		\$186,750	\$0	\$186,750	\$0	\$186,750
CS-Facility Ops	Phone Upgrade-City facilities (excludes PSB) - 3 yr. amortization	\$0	\$30,111	\$30,111	\$0	\$30,111
PW-Drainage	Gradall - 5 yr. amortization	\$0	\$46,195	\$46,195	\$0	\$46,195
Tax Debt Service		\$0	\$76,306	\$76,306	\$0	\$76,306
WATER & SEWER FUND						
DEPT	DESCRIPTION					
ALL APPLICABLE	Fuel Increase	\$0	\$28,257	\$28,257	\$0	\$28,257
ALL APPLICABLE	Health Insurance Increase	\$0	\$5,162	\$5,162	\$0	\$5,162
ASO-Admin	Postage Increase (utility billing)	\$0	\$8,667	\$8,667	\$0	\$8,667
PW-Water Ops	Water Conservation Plan	\$0	\$25,000	\$25,000	\$0	\$25,000
PW-Water Ops	Storm Water Management Coordinator	\$0	\$33,114	\$33,114	\$0	\$33,114
ASO-Admin	Annual Independent Audit Service Fee Increase	\$0	\$3,000	\$3,000	\$0	\$3,000
PW-Water Ops	City of Houston Raw Water Recovery Fee Increase	\$0	\$11,693	\$11,693	\$0	\$11,693
Forces at Work Total		\$0	\$114,893	\$114,893	\$0	\$114,893
PW-Water Ops	Maintenance Worker	\$0	\$41,200	\$41,200	\$0	\$41,200
PW-Water Ops	Pick-up Truck	\$18,000	\$5,280	\$23,280	\$0	\$23,280
PW-Sewer Ops	Sewer Rehabilitation Project	\$0	\$300,000	\$300,000	\$0	\$300,000
PW-Sewer Ops	Eagle Lakes Lift Station Upgrade	\$30,000	\$0	\$30,000	\$0	\$30,000
PW-Water Ops	GIS Water & Sewer Upgrade	\$0	\$15,000	\$15,000	\$0	\$15,000
ASO-Admin	Credit Card processing fee increase (utility billing)	\$0	\$2,100	\$2,100	\$0	\$2,100
Decision Packages Total		\$48,000	\$363,580	\$411,580	\$0	\$411,580
WATER & SEWER FUND TOTAL		\$48,000	\$478,473	\$526,473	\$0	\$526,473

Decision Packages Not Included in the FY09
Proposed Budget

**FY 2008 - 09 DECISION PACKAGES
(not included in the Adopted Budget)**

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME	ONGOING	TOTAL	OUTSIDE	NET
		COST	COST		REVENUE	TOTAL
PW-Streets	Street Sweeper - 5 yr. amortization	\$0	\$46,195	\$46,195	\$46,195	\$0
CSO-Admin.	Mayor & City Council Services Coordinator (0.5 FTE)	\$1,075	\$18,609	\$19,684	\$0	\$19,684
PW-Streets	Maintenance Worker	\$0	\$41,201	\$41,201	\$0	\$41,201
PW-Streets	Pick-up Truck - Public Works	\$18,000	\$5,280	\$23,280	\$0	\$23,280
CS-Library	Children's Library Associate (0.5 to 0.75 FTE)	\$0	\$9,217	\$9,217	\$0	\$9,217
FVFD	Portable Ventilators (3 units)	\$9,129	\$0	\$9,129	\$0	\$9,129
CS-Centennial	Soccer Field Lighting #2	\$65,000	\$0	\$65,000	\$0	\$65,000
CS-Parks Ops	Laborer	\$0	\$32,500	\$32,500	\$0	\$32,500
CS-Parks Ops	Equipment Maintenance	\$0	\$8,500	\$8,500	\$0	\$8,500
CS-Parks Ops	Pick-up Truck - Parks	\$35,000	\$0	\$35,000	\$0	\$35,000
PD-Patrol	VHS to DVR In-Car Solution Conversion	\$134,137	\$0	\$134,137	\$0	\$134,137
ASO-IT	H.T.E. Software for Planning & Zoning	\$19,600	\$36,885	\$56,485	\$0	\$56,485
CS-Parks Ops	Irrigation Maintenance Increase	\$0	\$2,000	\$2,000	\$0	\$2,000
ASO-IT	H.T.E. Software for Community Development Adm.	\$15,400	\$15,370	\$30,770	\$0	\$30,770
CS-Sr. Program	Vehicle Maintenance Increase	\$0	\$800	\$800	\$0	\$800
ASO-HR	Personnel Evaluation Software	\$19,000	\$2,500	\$21,500	\$0	\$21,500
CS-Sr. Program	Recreation Specialist	\$0	\$36,541	\$36,541	\$0	\$36,541
CS-Facility Ops	Carpet Replacement (City hall)	\$30,000	\$0	\$30,000	\$0	\$30,000
ASO-HR	Compensation Study & Position Evaluation	\$0	\$6,000	\$6,000	\$0	\$6,000
ASO-HR	Personnel ID System	\$6,700	\$0	\$6,700	\$0	\$6,700
ASO-HR	Employee Background Checks	\$0	\$5,000	\$5,000	\$0	\$5,000
FVFD	Increase Volunteer Fireman's Pension Contribution	\$0	\$14,400	\$14,400	\$0	\$14,400
ASO-IT	H.T.E. Software for Human Resources	\$9,800	\$16,060	\$25,860	\$0	\$25,860
CS-Sports Park	Scoreboard	\$9,756	\$0	\$9,756	\$0	\$9,756
FVFD	Per Call Stipend for Volunteers	\$0	\$4,000	\$4,000	\$0	\$4,000
ASO-HR	5 Star Committee Expense Increase	\$0	\$8,000	\$8,000	\$0	\$8,000
ASO-HR Risk	AED & CPR Training Program	\$6,450	\$0	\$6,450	\$0	\$6,450
FVFD	Fire Training Field Improvements	\$200,000	\$0	\$200,000	\$200,000	\$0
CDD-Admin	Personnel Recruitment & Advertising Increase	\$0	\$2,184	\$2,184	\$0	\$2,184
CSO-Records Mgt.	Laserfiche Scanner - CSO	\$3,217	\$0	\$3,217	\$0	\$3,217
CS-Parks Ops	Mower	\$7,500	\$0	\$7,500	\$0	\$7,500
CDD-P&Z	Senior Planner	\$5,000	\$86,672	\$91,672	\$0	\$91,672
CS-Stevenson Pool	Pool Tuckpointng & Brick Repairs	\$10,000	\$0	\$10,000	\$0	\$10,000
CS-Old City Park	Skate Park	\$50,000	\$23,550	\$73,550	\$0	\$73,550
CS-Parks Ops	Pesticide and Chemical Supplies Increase	\$0	\$5,000	\$5,000	\$0	\$5,000
CS-Admin	Laserfiche Scanner - CS	\$3,217	\$0	\$3,217	\$0	\$3,217
CS-Facility Ops	Solar Blinds (City Hall)	\$16,000	\$0	\$16,000	\$0	\$16,000
CS-Parks Ops	Sidewalk	\$2,000	\$0	\$2,000	\$0	\$2,000
CS-Sports Park	Field Drainage	\$4,661	\$0	\$4,661	\$0	\$4,661
CS-Recreation Pgr	Movies in the Park	\$0	\$6,000	\$6,000	\$0	\$6,000
CS-Sr. Program	Banquet Tables & Chairs	\$1,750	\$0	\$1,750	\$0	\$1,750
CS-Stevenson Pool	Pool Picnic Deck	\$3,975	\$0	\$3,975	\$0	\$3,975
CS-Parks Ops	Picnic Pavilion & Tables (Old City Park)	\$10,000	\$0	\$10,000	\$0	\$10,000
CS-Sr. Program	TRAPS Memberships	\$0	\$158	\$158	\$0	\$158
CS-CAB	Gazebo Holiday Lighting	\$3,048	\$1,350	\$4,398	\$0	\$4,398
CS-CAB	City Hall Holiday Lighting	\$4,845	\$1,100	\$5,945	\$0	\$5,945
CS-Sr. Program	TRAPS Conference	\$1,940	\$0	\$1,940	\$0	\$1,940
CS-CAB	Fire Station #1 Holiday Lighting	\$886	\$185	\$1,071	\$0	\$1,071
CS-CAB	Library Holiday Lighting	\$1,201	\$505	\$1,706	\$0	\$1,706
Unfunded Decision Packages Total (General Fund)		\$708,287	\$389,567	\$1,097,854	\$200,000	\$897,854

WATER & SEWER FUND

PW-Water Ops	Water Wise Program	\$0	\$20,000	\$20,000	\$0	\$20,000
PW-Water Ops	Emergency Water Interconnect	\$50,000	\$0	\$50,000	\$0	\$50,000
Unfunded Decision Package Total (Water & Sewer Fund)		\$50,000	\$20,000	\$70,000	\$0	\$70,000

Other Decision Packages Not Included in the FY09
Proposed Budget

FY 2008 - 09 DECISION PACKAGES
 (others not included in the Adopted Budget)

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
CS-CAB	City Entryway Signage (amt. excludes electricity, easements, maintenance)	\$110,000	\$0	\$110,000	\$0	\$110,000
CS-CAB	Banner Pole Signage (amt. to be determined)	\$0	\$0	\$0	\$0	\$0
Unfunded Decision Packages Total (General Fund)		\$110,000	\$0	\$110,000	\$0	\$110,000

Appendix D
Revenue Schedule

**Revenue Schedule
General Fund (001)**

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Current Property Taxes	10,143,640	10,705,967	10,705,967	10,672,361	10,705,967	11,428,949
Delinquent Property Taxes	124,319	0	0	0	0	0
P&I Property Taxes	108,889	0	0	0	0	0
Sales Tax	3,904,436	3,750,000	3,750,000	2,527,459	3,686,905	3,750,000
TNMPCO Franchise	455,722	465,000	465,000	189,298	452,423	452,500
Centerpoint (HL&P) Franchise	137,642	130,000	130,000	62,655	135,989	136,000
Municipal Row Access Fee	187,837	170,000	170,000	196,683	282,867	282,900
Entex Franchise	101,464	100,000	100,000	98,812	98,812	98,900
TCI/AOL	317,199	300,000	300,000	83,736	323,151	323,200
Video Service Franchise	0	0	0	12,492	12,492	12,500
IESI Franchise	39,303	46,000	46,000	29,558	39,641	39,700
Mixed Drink Tax	16,186	13,000	13,000	18,236	32,121	21,600
Taxes	\$15,536,637	\$15,679,967	\$15,679,967	\$13,891,290	\$15,770,368	\$16,546,249
Wrecker Permits	30	0	0	60	60	0
Alcoholic Beverage Permit	3,194	3,200	3,200	4,099	5,955	6,000
Peddler Permits	0	0	0	0	0	0
Noise Ordinance Permit	120	0	0	190	270	275
License Agree-Sheer Pleas	0	600	600	600	600	600
Pipeline Permits	300	0	0	0	0	0
Building Permits	389,034	262,800	262,800	229,819	265,782	234,787
Electric Permits	48,932	30,593	30,593	28,453	33,573	27,303
Plumbing Permits	36,986	27,294	27,294	23,763	28,653	23,150
Air Conditioning Permits	22,758	14,606	14,606	14,809	18,458	13,396
Plan Inspection Fees	199,444	128,999	128,999	113,894	132,191	113,743
Re Inspection Fees	200	847	847	350	488	475
Sign Permits	2,570	2,500	2,500	2,120	3,000	2,900
Alarm Permits	0	0	0	0	0	30,000
Banner Permit Fee	825	500	500	300	450	500
Animal Licenses	2,945	2,400	2,400	2,095	2,798	3,000
Electrical Licenses	9,655	10,000	10,000	6,630	7,700	7,700
Metricom Agreement	3,233	0	0	3,233	3,233	0
Licenses and Permits	\$720,226	\$484,339	\$484,339	\$430,415	\$503,211	\$463,829
FBI Grants	0	0	0	19,990	26,213	26,000
Bureau of Justice Grants	19,528	16,100	16,100	11,424	16,100	16,100
FEMA Grants	-3,227	0	0	0	0	0
Homeland Security Grants	0	0	30,000	0	30,000	0
TX State Library Grants	6,274	8,000	13,505	13,505	13,505	13,505
Criminal Justice Division	44,062	42,800	42,800	0	42,800	42,800
Law Enforcement Training	5,124	5,124	5,124	5,298	5,298	5,298
Emergency Mgmt Division	45,225	46,078	46,078	11,520	46,078	46,078
TXDoT Grants	31,917	19,040	19,040	4,587	19,040	0
FVFD	0	0	0	15,765	15,765	0
Bayou Vista	0	0	0	1,723	1,723	0
Friendswood ISD	85,614	57,960	57,960	55,340	55,340	52,800
Galveston Co Consol DD	0	0	0	6,693	0	0
Clear Creek ISD	14,184	14,184	14,184	16,485	16,485	17,730
Intergovernmental Revenue	\$248,701	\$209,286	\$244,791	\$162,330	\$288,347	\$220,311
Platt Fees	29,800	20,000	20,000	17,500	18,700	20,000
Rezoning Fees	3,300	2,000	2,000	1,800	1,800	2,000
Board of Adjustment Fees	700	200	200	800	1,050	500
Zoning Compliance Cert	1,590	1,000	1,000	1,355	2,003	2,013
Bid Spec Documents	1,080	500	500	1,260	1,890	1,475
Animal Cntrl/Shelter Fees	6,368	6,000	6,000	4,048	5,690	6,177
Tabulation Services	1,870	0	0	2,360	3,540	1,623
Mowing Services	0	0	0	0	0	0
Swimming Pool Fees	20,343	17,000	17,000	11,244	17,429	17,430
Sports Complex Fees	2,897	6,000	6,000	4,190	5,968	5,970
Old City Park Fees	375	600	600	550	442	440
Stevenson Park Fees	700	400	400	0	633	630
Pavilion Fees	2,075	2,500	2,500	2,500	2,700	2,290
Gazebo Fees	1,100	1,200	1,200	490	950	950
Leavesley Park Fees	20,259	19,000	19,000	18,331	18,927	18,930
Activity Building Fee	2,627	1,500	1,500	1,088	1,875	1,870
City Adm Fee-Rec Programs	80	300	300	0	163	160

**Revenue Schedule
General Fund (001)**

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
League Fees-Adult Sftball	14,792	25,000	25,000	12,257	22,388	22,390
Summer Day Camp	47,018	48,000	48,000	39,173	60,885	60,890
Aerobic Class Fees	1,866	3,340	3,340	2,429	2,788	2,790
Library Use Fees	4,846	3,200	3,200	3,012	3,960	3,960
Other Program Fees	2,851	2,580	2,580	4,744	4,283	4,280
July 1 Booth Fee	2,160	2,590	2,590	1,870	2,068	2,070
Fun Run Receipts/Donations	5,865	5,600	5,600	12,832	12,832	12,830
July 4th Sponsorship	8,565	0	0	10	2,855	2,860
Lifeguard Cert Fees	0	170	170	0	347	350
Charges for Services	\$183,127	\$168,680	\$168,680	\$143,843	\$196,166	\$194,878
Court Fines and Fees	-107,219	0	0	4	0	0
Court Fines and Fees	980,216	840,741	840,741	607,941	787,796	840,800
Court Adm Fee (DDC)	31,137	26,948	26,948	14,092	18,935	27,000
Warrntless Arrest (AF)	45,197	38,075	38,075	25,036	33,177	38,100
Court Warrntless Arrst Fee (CAP)	74,241	58,544	58,544	83,460	109,262	58,550
Child Safety Fee	6,255	6,136	6,136	5,010	6,728	6,150
Court Traffic Fee (TFC)	22,226	18,742	18,742	11,990	15,977	17,775
Court Traffic Fee (LEOCE)	33	21	21	9	14	25
Security Fee	0	0	0	0	0	0
Harris Co. Child Safety	8,558	6,340	6,340	6,363	8,415	6,350
Court Adm Fees	2,699	2,138	2,138	2,784	3,666	2,150
Court 10% TP	4,177	3,395	3,395	3,491	4,613	3,400
Court 40% TP	16,710	13,557	13,557	14,017	18,566	15,575
Jury Fee \$3	3	0	0	6	0	0
Technology Fund	0	0	0	0	0	0
State Traffic	11,916	9,924	9,924	5,659	7,385	9,950
Cons Court Cost	59,351	50,365	50,365	32,189	48,284	50,400
State DOT Court Fine	4,265	3,773	3,773	3,092	2,688	3,775
Court Collection Receipts	0	0	0	18,906	1,801	0
Expunge Case Revenue	0	0	0	90	90	0
Library	44,357	40,000	40,000	32,008	42,120	42,000
Mowing Lien Revenues	1,185	0	0	1,510	2,265	2,200
Fines	\$1,205,307	\$1,118,699	\$1,118,699	\$867,657	\$1,111,782	\$1,124,200
Investments	146,521	66,932	66,932	115,228	153,637	153,637
Texpool	141,906	103,735	103,735	58,893	78,524	78,524
Lone Star Invest Pool	137,122	105,494	105,494	49,121	65,495	65,495
MBIA	173,732	131,995	131,995	82,308	109,744	109,744
Checking Accounts	53,206	53,717	53,717	36,092	48,123	48,123
Liens	635	608	608	424	565	565
Marking Invest to Market	30,998	0	0	0	0	0
Tower Rental Fee	33,645	21,390	21,390	21,058	27,957	27,957
Interest Revenues	\$717,765	\$483,871	\$483,871	\$363,124	\$484,045	\$484,045
Miscellaneous Receipts	4,025	0	0	7,057	7,057	0
National Bicycle Registry	0	0	0	0	0	0
Administrative Fees	753	0	0	493	493	0
Refuse Administrative Fee	112,542	113,000	113,000	101,837	133,646	133,700
Miscellaneous Receipts	10,000	5,000	5,000	4,365	6,992	7,000
Return Check Fee	565	300	300	180	248	250
Suspense Account	194	0	0	0	0	0
Reimbursements	1,609	0	0	1,191	1,191	0
Insurance	7,450	0	0	18,520	18,520	0
PY Insurance Reimburse	29,633	0	0	44,927	44,927	16,963
Prior Period Expenditures	0	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Prior Year Revenue	0	0	0	0	0	0
Agenda Subscription	0	0	0	0	0	0
Documents	4,325	3,300	3,300	2,825	3,704	3,700
Vending Proceeds	0	0	0	0	0	0
Concession Stand Agreement	648	0	0	975	1,463	0
Library Copier	0	0	0	0	0	0
Donations	60,790	0	3,245	28,058	17,920	17,920
Mowing Vacant Lots	0	0	0	0	0	0
Tower Rental Fee	0	0	0	0	0	0
Miscellaneous Receipts	\$232,534	\$121,600	\$124,845	\$210,428	\$236,161	\$179,533

**Revenue Schedule
General Fund (001)**

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Park Dedication Fund	0	0	6,570	6,570	6,570	186,750
Playground Fund	7,590	0	0	0	0	0
Hazard Mitigation Fund	0	0	0	0	0	0
Tax Debt Service Fund	0	0	0	0	0	0
Trsf from W/S Oper Fund	875,616	986,016	986,016	739,512	986,016	1,001,655
Trsf from Court Security Fund	0	0	0	0	0	49,099
Sale of Fixed Assets	785,942	0	0	25,093	25,093	0
Other Financing Sources	\$1,669,148	\$986,016	\$992,586	\$771,175	\$1,017,679	\$1,237,504
GENERAL FUND TOTAL	\$20,513,445	\$19,252,458	\$19,297,778	\$16,840,262	\$19,607,759	\$20,450,549

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

Account Description	FY07	FY08	FY08	FY08	FY08	FY09
	Actual	Original Budget	Amended Budget	Actual 6/30/08	Year End Estimate	Adopted Budget
Seized Revenues-Federal	\$4,747	\$0	\$0	\$2,760	\$2,760	\$33,242
Other	5,000	0	0	0	0	0
Intergovt'l Revenue	\$9,747	\$0	\$0	\$2,760	\$2,760	\$33,242
Investments	\$74	\$0	\$0	\$33	\$44	\$44
Texpool	61	0	0	22	29	29
Lone Star Invest Pool	82	0	0	18	24	24
MBIA	83	0	0	29	39	39
Checking Accounts	41	0	0	15	20	20
Interest Revenues	\$341	\$0	\$0	\$117	\$156	\$156
Police Seizure Federal	\$10,088	\$0	\$0	\$2,877	\$2,916	\$33,398

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

Account Description	FY07	FY08	FY08	FY08	FY08	FY09
	Actual	Original Budget	Amended Budget	Actual 6/30/08	Year End Estimate	Adopted Budget
County	\$0	\$0	\$0	\$0	\$0	\$0
Seized Revenues- County	9,177	0	0	9,333	9,333	0
Intergovernmental Revenues	\$9,177	\$0	\$0	\$9,333	\$9,333	\$0
Investments	\$90	\$31	\$31	\$167	\$223	\$223
TexPool	97	38	38	76	101	101
Lone Star Invest Pool	84	23	23	63	84	84
MBIA	136	44	44	106	141	141
Checking Accounts	28	14	14	47	63	63
Interest Revenues	\$435	\$150	\$150	\$459	\$612	\$612
Police Seizure State	\$9,612	\$150	\$150	\$9,792	\$9,945	\$612

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

Account Description	FY07	FY08	FY08	FY08	FY08	FY09
	Actual	Original Budget	Amended Budget	Actual 6/30/08	Year End Estimate	Adopted Budget
Investments	\$347	\$200	\$200	\$176	\$235	\$235
TexPool	326	300	300	131	175	175
Lone Star Invest Pool	317	300	300	111	148	148
MBIA	408	300	300	188	251	251
Checking Accounts	141	100	100	93	124	124
Interest Revenues	\$1,539	\$1,200	\$1,200	\$699	\$932	\$932
Insurance	\$0	\$0	\$0	\$0	\$0	\$0
Donations	229,939	141,052	141,052	177,756	186,585	186,585
Miscellaneous Receipts	\$229,939	\$141,052	\$141,052	\$177,756	\$186,585	\$186,585
Sale of Fixed Assets	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0
Fire/EMS Donation Fund	\$231,478	\$142,252	\$142,252	\$178,455	\$187,517	\$187,517

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Court Technology Fees	\$39,756	\$38,000	\$38,000	\$23,279	\$31,039	\$33,200
Court Technology Fees	\$39,756	\$38,000	\$38,000	\$23,279	\$31,039	\$33,200
Building Security Fees	\$29,807	\$28,000	\$28,000	\$17,455	\$23,273	\$24,900
Court Security Fees	\$29,807	\$28,000	\$28,000	\$17,455	\$23,273	\$24,900
Court Technology/Security Fund	\$69,563	\$66,000	\$66,000	\$40,734	\$54,312	\$58,100

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Neighborhood Parks	\$32,744	\$0	\$0	\$1,248	\$1,248	\$0
Community Parks	81,405	50,000	50,000	44,400	45,800	50,000
Miscellaneous Receipts	\$114,149	\$50,000	\$50,000	\$45,648	\$47,048	\$50,000
Investments	\$2,573	\$1,000	\$1,000	\$2,683	\$3,577	\$3,577
TexPool	2,294	1,000	1,000	1,364	1,819	1,819
Lone Star Invest Pool	2,200	1,000	1,000	1,130	1,507	1,507
MBIA	2,821	1,000	1,000	1,874	2,499	2,499
Checking Accounts	942	1,000	1,000	887	1,183	1,183
Interest Revenues	\$10,830	\$5,000	\$5,000	\$7,938	\$10,584	\$10,584
Park Land Dedication Fund	\$124,979	\$55,000	\$55,000	\$53,586	\$57,632	\$60,584

**Revenue Schedule
Playground Equipment (165)**

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Investments	\$40	\$0	\$0	\$9	\$12	\$0
Texpool	27	0	0	10	13	0
Lone Star Invest Pool	26	0	0	9	12	0
MBIA	34	0	0	12	16	0
Checking Accounts	11	0	0	10	13	0
Interest Revenues	\$138	\$0	\$0	\$50	\$67	\$0
Donations	\$6,066	\$0	\$0	\$0	\$0	\$0
Miscellaneous Receipts	\$6,066	\$0	\$0	\$0	\$0	\$0
Playground Equipment	\$6,204	\$0	\$0	\$50	\$67	\$0

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Current Property Taxes	\$1,389,242	\$1,597,730	\$1,597,730	\$1,583,774	\$1,597,730	\$1,569,525
Delinquent Property Taxes	19,668	0	0	0	0	0
P & I - Property Taxes	16,270	0	0	0	0	0
Taxes	\$1,425,180	\$1,597,730	\$1,597,730	\$1,583,774	\$1,597,730	\$1,569,525
Investments	\$23,249	\$15,000	\$15,000	\$18,621	\$24,828	\$24,828
TexPool	22,228	10,000	10,000	9,357	12,476	12,476
Lone Star Invest Pool	21,594	10,000	10,000	7,916	10,555	10,555
MBIA	27,272	15,000	15,000	13,223	17,631	17,631
Checking Accounts	10,222	0	0	6,167	8,223	8,223
Marking Invest to Market	5,166	0	0	0	0	0
Interest Revenues	\$109,731	\$50,000	\$50,000	\$55,284	\$73,712	\$73,712
Tax Debt Service Fund	\$1,534,911	\$1,647,730	\$1,647,730	\$1,639,058	\$1,671,442	\$1,643,237

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Investments	\$3,957	\$0	\$0	\$900	\$1,200	\$0
TexPool	3,795	0	0	726	968	0
Lone Star Invest Pool	3,698	0	0	600	800	0
MBIA	4,758	0	0	942	1,256	0
Checking Accounts	1,515	0	0	536	715	0
Transfer from General Fund	350,688	0	0	0	0	0
Interest Revenues	\$368,411	\$0	\$0	\$3,704	\$4,939	\$0
2003 GO Bond Fund	\$368,411	\$0	\$0	\$3,704	\$4,939	\$0

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Investments	(\$1,474)	\$0	\$0	(\$1,576)	(\$2,101)	\$0
TexPool	(1,489)	0	0	(669)	(892)	0
Lone Star Invest Pool	(1,589)	0	0	(664)	(885)	0
MBIA	(2,008)	0	0	(1,069)	(1,425)	0
MBIA 2005 Bond Fund Int	235,979	0	0	84,873	113,164	0
Checking Accounts	(1,002)	0	0	(882)	(1,176)	0
Interest Revenues	\$228,417	\$0	\$0	\$80,013	\$106,684	\$0
Miscellaneous Receipts	\$2,543	\$0	\$0	\$0	\$0	\$0
Bond Proceeds	0	0	0	0	0	0
Premium	0	0	0	0	0	0
Interest Revenues	\$2,543	\$0	\$0	\$0	\$0	\$0
2005 GO Bond Fund	\$230,960	\$0	\$0	\$80,013	\$106,684	\$0

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Investments	\$321	\$136	\$136	\$259	\$345	\$345
TexPool	301	175	175	134	179	179
Lone Star Invest Pool	294	87	87	111	148	148
MBIA	375	204	204	183	244	244
Checking Accounts	133	73	73	87	116	116
Interest Revenues	\$1,424	\$675	\$675	\$774	\$1,032	\$1,032
1776 Park Trust Fund	\$1,424	\$675	\$675	\$774	\$1,032	\$1,032

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

Account Description	FY07	FY08	FY08	FY08	FY08	FY09
	Actual	Original Budget	Amended Budget	Actual 6/30/08	Year End Estimate	Adopted Budget
Single Fmly Res	\$3,028,595	\$3,576,229	\$3,576,229	\$2,126,199	\$3,348,094	\$3,802,844
Single Commercial	166,058	41,557	41,557	106,575	166,198	190,952
Multi Fmly Res	252,030	326,973	326,973	162,465	263,626	315,680
Multi Commercial	52,196	262,135	23,603	32,506	50,074	70,870
Sprinkler Only	169,827	23,603	262,135	147,200	259,857	278,522
Other	45,574	7,672	7,672	30,277	45,430	52,844
Single Fmly Res	2,650,606	2,968,171	2,968,171	1,854,023	2,914,434	3,289,157
Single Commercial	117,781	115,630	115,630	74,265	113,610	122,296
Multi Fmly Res	236,546	273,092	273,092	152,143	246,403	301,304
Multi Commercial	47,396	47,782	47,782	29,897	45,919	54,483
Other	34,938	57,281	57,281	23,983	36,232	64,802
Charges for Services	\$6,801,547	\$7,700,125	\$7,700,125	\$4,739,533	\$7,489,877	\$8,543,754
Investments	\$75,776	\$30,000	\$30,000	\$47,946	\$60,726	\$18,000
TexPool	70,136	45,000	45,000	29,377	35,253	27,000
Lone Star Invest Pool	68,365	25,000	25,000	24,564	29,477	15,000
MBIA	87,432	50,000	50,000	40,168	48,201	30,000
Checking Accounts	16,593	10,000	10,000	21,142	25,370	6,000
Marking Investment to Market	15,499	0	0	0	0	0
Interest Revenues	\$333,801	\$160,000	\$160,000	\$163,197	\$199,027	\$96,000
Rents (Forest Bend HOA Bldg.)	\$0	\$0	\$0	\$0	\$1,050	\$0
Miscellaneous Receipts	(448)	0	0	0	0	0
Disconnect/Reconnect Fee	143,288	166,000	166,000	108,177	148,830	150,080
Disconnect/Reconnect Fee	18,400	18,000	18,000	10,525	14,905	15,500
Tampering Fee	775	200	200	0	0	200
Miscellaneous Receipts	164,402	2,000	2,000	27,133	54,266	2,000
Return Check Fee	990	1,200	1,200	1,395	1,745	1,200
Insurance	0	0	0	0	0	0
Water Meters	55,810	50,000	50,000	33,115	40,950	30,000
Reserves	0	0	0	0	0	0
Sale of City Property	4,182	0	0	0	0	0
Transfer	0	0	5,000	5,000	5,000	0
Miscellaneous Receipts	\$387,399	\$237,400	\$242,400	\$185,345	\$266,746	\$198,980
Water and Sewer Fund	\$7,522,747	\$8,097,525	\$8,102,525	\$5,088,075	\$7,955,650	\$8,838,734

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

Account Description	FY07	FY08	FY08	FY08	FY08	FY09
	Actual	Original Budget	Amended Budget	Actual 6/30/08	Year End Estimate	Adopted Budget
TexPool	(\$1,917)	\$0	\$0	(\$543)	(\$543)	\$0
Lone Star Invest Pool	(1,966)	0	0	(456)	(456)	0
MBIA	(2,460)	0	0	(837)	(837)	0
MBIA 2006 Rev Bonds	894,858	0	0	261,006	261,006	0
Checking Accounts	(1,051)	0	0	(326)	(326)	0
Interest Revenues	\$887,464	\$0	\$0	\$258,844	\$258,844	\$0
Developer Contributions	\$0	\$0	\$0	\$1,875	\$1,875	\$0
Miscellaneous Receipts	\$0	\$0	\$0	\$1,875	\$1,875	\$0
2006 W/S Bond Constr Fund	\$887,464	\$0	\$0	\$260,719	\$260,719	\$0

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
CW Surf Water 2000 Fees	\$5,676	\$0	\$0	\$0	\$0	\$0
CW Water Impact Fees-2003	546,788	473,000	473,000	304,612	378,400	283,800
Charges for Services	\$552,464	\$473,000	\$473,000	\$304,612	\$378,400	\$283,800
Investments	\$1,141	\$0	\$0	\$462	\$462	\$200
TexPool	1,019	0	0	261	261	200
Lone Star Invest Pool	949	0	0	229	229	200
MBIA	1,198	0	0	382	382	200
Checking Accounts	374	1,967	1,967	212	212	200
Interest Revenues	\$4,681	\$1,967	\$1,967	\$1,546	\$1,546	\$1,000
Miscellaneous Receipts	\$1,359	\$0	\$0	\$0	\$0	\$0
Water CIP/Impact Fee Fund	\$558,504	\$474,967	\$474,967	\$306,158	\$379,946	\$284,800

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
CW Sewer Impact Fees-2003	\$279,463	\$241,750	\$241,750	\$155,687	\$193,400	\$145,050
Mills/Murphy	2,901	0	0	0	0	0
Charges for Services	\$282,364	\$241,750	\$241,750	\$155,687	\$193,400	\$145,050
Investments	\$655	\$0	\$0	\$255	\$255	\$200
TexPool	586	0	0	144	144	200
Lone Star Invest Pool	548	0	0	127	127	200
MBIA	693	0	0	209	209	200
Checking Accounts	220	1,158	1,158	122	122	200
Interest Revenues	\$2,702	\$1,158	\$1,158	\$857	\$857	\$1,000
Miscellaneous Receipts	\$90	\$0	\$0	\$0	\$0	\$0
Sewer CIP/Impact Fee Fund	\$285,156	\$242,908	\$242,908	\$156,544	\$194,257	\$146,050

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Investments	\$1,614	\$1,500	\$1,500	(\$2,343)	\$1,099	\$1,500
TexPool	1,464	1,500	1,500	(1,462)	1,099	1,500
Lone Star Invest Pool	1,494	1,500	1,500	(1,167)	1,098	1,500
MBIA	1,689	2,500	2,500	46,698	46,698	15,500
Checking Accounts	1,182	0	0	(727)	0	0
Interest Revenues	\$7,443	\$7,000	\$7,000	\$40,999	\$49,994	\$20,000
Trans From W/S Fund	\$1,530,423	\$1,624,987	\$1,624,987	\$1,218,740	\$1,218,740	\$2,139,934
Trans From 2006 Bond	0	0	0	417,450	417,450	0
Water CIP/Impact Fee Fund	570,000	465,417	465,417	317,758	317,758	283,800
Sewer CIP/Impact Fee Fund	290,000	233,046	233,046	169,725	169,725	145,050
Other Financing Sources	\$2,390,423	\$2,323,450	\$2,323,450	\$2,123,673	\$2,123,673	\$2,568,784
W/S Revenue Debt Fund	\$2,397,866	\$2,330,450	\$2,330,450	\$2,164,672	\$2,173,667	\$2,588,784

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

Account Description	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 Actual 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
Investments	\$3,964	\$0	\$0	\$1,976	\$1,976	\$1,976
TexPool	3,602	0	0	1,181	1,181	1,181
Checking Accounts	1,451	0	0	783	783	783
Interest Revenues	\$9,017	\$0	\$0	\$3,940	\$3,940	\$3,940
Lease Revenues	\$309,861	\$317,051	\$317,051	\$237,488	\$317,051	\$317,051
Insurance	0	0	0	7,491	7,491	0
Lease Revenues	\$309,861	\$317,051	\$317,051	\$244,979	\$324,542	\$317,051
Sale of Fixed Assets	(\$23,872)	\$0	\$0	\$0	\$3,610	\$0
Other Financing Sources	(\$23,872)	\$0	\$0	\$0	\$3,610	\$0
Vehicle Replacement Plan	\$295,006	\$317,051	\$317,051	\$248,919	\$332,092	\$320,991

Appendix E
General and Administrative Transfers

Transfers to Other Funds

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
GENERAL FUND						
Water and Sewer Operation	0	0	5000	5000	5000	0
COURT BLD'G SECURITY/TECHNOLOGY FUND						
General Fund	0	0	0	0	0	49,099
PARK DEDICATION FUND						
General Fund	0	0	0	0	0	186,750
PLAYGROUND FUND						
General Fund	7,590	0	6,570	6,570	6,570	0
WATER AND SEWER OPERATION FUND						
General Fund	875,616	986,016	986,016	739,512	986,016	1,001,655
Water and Sewer Revenue Debt Fund	1,530,423	1,624,987	1,567,781	1,567,781	1,567,781	2,139,934
Total	2,406,039	2,611,003	2,553,797	2,307,293	2,553,797	3,141,589
WATER CIP/IMPACT FEE FUND						
Water and Sewer Revenue Debt Fund	570,000	465,417	370,817	370,817	370,817	283,800
SEWER CIP/IMPACT FEE FUND						
Water and Sewer Revenue Debt Fund	290,000	233,046	184,696	184,696	184,696	145,050
Total Transfers To Other Funds	\$3,273,629	\$3,309,466	\$3,120,880	\$2,874,376	\$3,120,880	\$3,806,288

Transfers from Other Funds

	FY07 Actual	FY08 Original Budget	FY08 Amended Budget	FY08 YTD 6/30/08	FY08 Year End Estimate	FY09 Adopted Budget
GENERAL FUND						
Park Dedication Fund	0	0	0	0	0	186,750
Playground Fund	7,590	0	6,570	6,570	6,570	0
Court Bld'g Security/Technology Fund	0	0	0	0	0	49,099
Water and Sewer Operation Fund	875,616	986,016	986,016	739,512	986,016	1,001,655
Total	883,206	986,016	992,586	746,082	992,586	1,237,504
WATER AND SEWER OPERATION FUND						
General Fund	0	0	5,000	5,000	5,000	0
Total	0	0	5,000	5,000	5,000	0
WATER AND SEWER REVENUE DEBT FUND						
Water and Sewer Operation Fund	1,530,423	1,624,987	1,567,781	1,567,781	1,567,781	2,139,934
Water CIP/Impact Fee Fund	570,000	465,417	370,817	370,817	370,817	283,800
Sewer CIP/Impact Fee Fund	290,000	233,046	184,696	184,696	184,696	145,050
Total	2,390,423	2,323,450	2,123,294	2,123,294	2,123,294	2,568,784
Total Transfers From Other Funds	\$3,273,629	\$3,309,466	\$3,120,880	\$2,874,376	\$3,120,880	\$3,806,288

Appendix F
Charter Budget Provisions

Charter Budget Provisions

Section 8.03 Annual Budget

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

- (1) Tax levies, rates, and collections for the proceeding five years.
- (2) The amount required for interest on the city's debts, for sinking fund and for maturing serial bonds.
- (3) The total amount of outstanding city debts, with a schedule of maturities on bond issues.

(4) Anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the city and the proposed method of its disposition, subsidiary budgets for each such utility giving detailed income and expenditure information shall be attached as appendices to the budget.

(5) A capital program, which may be revised and extended each year to indicate capital improvements pending or in process of construction or acquisition, and shall include the following items which shall be attached as appendices to the budget:

(a) A summary of proposed programs;

(b) A list of all capital improvements which are proposed to be undertaken during five fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;

(c) Cost estimates, method of financing and recommended time schedules for each such improvement; and

(d) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

(6) Such other information as may be required by the council.

(b) Submission: On or before the first day of August of each year, the manager

Charter Budget Provisions

shall submit to the council a proposed budget and an accompanying message. The council shall review the proposed budget and revise as deemed appropriate prior to general circulation for public hearing.

(c) Public notice and hearing: The council shall post in the city hall and publish in the official newspaper a general summary of their (its) proposed budget and a notice stating:

(1) The times and places where copies of the message and budget are available for inspection by the public; and

(2) The time and place, not less than ten nor more than 30 days after such publication, for a public hearing on the budget.

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

(e) Adoption: The council shall adopt its annual budget by ordinance, on one reading, by the 15th day of September or as soon thereafter as practical. If the council fails to adopt an annual budget before the start of the fiscal year to which it applies, appropriations of the last budget adopted shall be considered as adopted for the current fiscal year on a month to month, pro rata basis, until the annual budget is adopted. Adoption of the budget shall require an affirmative vote of at least a majority of all members of the council. Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated.

(Res .No. R88-15, & 3, 5-9-1988; Res. No. R2002, & 7, 2-18-2002, election 5-4-2002)

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

Sec.8.04. Amendments after adoption.

(a) Supplemental appropriations: If during the fiscal year the manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the council by ordinance may make supplemental appropriation for the year up to the amount of such excess.

(b) Emergency appropriations: To meet a public emergency created by a natural disaster or manmade calamity affecting life, health, property, or the public peace, the council may make emergency appropriations, not to exceed ten percent of the current fiscal year's budgeted receipts. Such appropriations may be made by emergency ordinance in accordance with the provisions of this Charter. To the extent that there are no available unappropriated revenues to meet such appropriations, the council may by such emergency ordinance authorize the issuance of emergency notes, which may be renewed from time to time.

(c) Reduction of appropriations: If at any time during the fiscal year it appears probable to the manager that the revenues available will be insufficient to meet the amount

Charter Budget Provisions

appropriated, he/she shall report to the council without delay, indicating the estimated amount of the deficit, any remedial action taken by him and his recommendations as to any other steps to be taken. The council shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may by ordinance reduce one or more appropriations.

(d) Transfer of appropriations: At any time during the fiscal year the manager may transfer part or all of any unencumbered appropriation balance among programs within a department, division, or office and, upon written request by the manager, the council may ordinance transfer part or all of any unencumbered appropriation balance from one department, office or agency to another.

(e) Limitations: No appropriation for debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof.

(f) Effective date: The supplemental and emergency appropriations and reduction or transfer of appropriations authorized by this section may be effective immediately upon adoption of the ordinance.

(Res. No. R88-15, & 3, 5-9-1988)

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

Appendix G
Financial Management Policy

Financial Management Policy

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

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

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

Financial Objectives

Revenues

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

Expenditures

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

Fund Balance/Retained Earnings

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

Capital Expenditures and Improvements

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

Debt Management

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

Investments

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

Intergovernmental Relations

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

Grants

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

Financial Management Policy

Economic Development

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

Fiscal Monitoring

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

Accounting, Auditing and Financial Reporting

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

Internal Control

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

Risk Management

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

Budget

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

I. Revenues

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

Balance and Diversification in Revenue Sources

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

User Fees

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

Property Tax Revenues/Tax Rate

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

Utility/Enterprise Funds User Fees

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

Financial Management Policy

improvements and provide adequate levels of working capital. The City shall seek to eliminate all forms of subsidization to utility/enterprise funds from the General Fund.

Administrative Services Charges

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

Revenue Estimates for Budgeting

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

Revenue Collection and Administration

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

II. Expenditures

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

Current Funding Basis

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

Avoidance of Operating Deficits

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

Maintenance of Capital Assets

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

Periodic Program Reviews

- Periodic program review for efficiency and effectiveness shall be performed. Programs not meeting efficiency or effectiveness objectives shall be brought up to required standards, or be subject to reduction or elimination. The City shall explore and develop to the extent possible, service trends and definitions in an effort to establish a "reward/profit sharing" system.

Financial Management Policy

Purchasing

- The City shall make every effort to maximize any discounts offered by creditors/vendors. Vendors with balances due the City will have payments due the vendor offset against the amount due the City. The City will follow state law and the City of Friendswood Purchasing Manual concerning formal bidding procedures and approval by the City Council. For purchases where competitive bidding is not required, the City shall obtain the most favorable terms and pricing possible. Every effort will be made to include minority business enterprises in the bidding process.
- The City Manager, or his designee, shall have the authority to approve and sign contracts and/or purchases for budgeted goods or services that do not exceed the state law bid limitation of \$25,000. Contracts or purchases for items in excess of the state law bid limit shall be placed on a Council agenda for action authorizing the Mayor, or his designee's, signature.

III. Fund Balance/Retained Earnings

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

General Fund Undesignated Fund Balance

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

Retained Earnings of Other Operating Funds

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

Use of Fund Balance/Retained Earnings

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

Financial Management Policy

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

IV. Capital Expenditures and Improvements

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

Capital Improvements Planning Program

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

Replacement of City Vehicles

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

Capital Expenditures Financing

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

Capitalization Threshold for Tangible Capital Assets

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

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

Financial Management Policy

V. Debt Management

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

Use of Debt Financing

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

Amortization of Debt

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

Affordability Targets

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

Sale Process

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

Rating Agencies Presentation

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

Continuing Disclosure

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

Debt Refunding

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

VI. Investments

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

Financial Management Policy

VII. Intergovernmental Relations

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

Interlocal Cooperation in Delivery of Services

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

Legislative Program

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

VIII. Grants

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

Grant Guidelines

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

Indirect Costs

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

Grant Review

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

Grant Program Termination

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

IX. Economic Development

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

Commitment to Expansion and Diversification

- The City shall encourage and participate in economic development efforts to expand Friendswood's economy and tax base, to increase local employment and to invest when

Financial Management Policy

there is a defined, specific long-term return. These efforts shall not only focus on new areas, but on established sections of the City where development can generate additional jobs and other economic benefits.

Tax Abatements

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

Increase Non-Residential Share of Tax Base

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

Coordinate Efforts With Other Jurisdictions

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

X. Fiscal Monitoring

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

Financial Status and Performance Reports

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

XI. Accounting, Auditing and Financial Reporting

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

XII. Internal Control

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

Financial Management Policy

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

XIII. Risk Management

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

XIV. Operating Budget

The City shall establish an operating budget that shall link revenues and expenditures to City Council goals, service and performance standards. It will be the City's goal to obtain the distinguished Budget Presentation Award from the Government Finance Officers Association.

Appendix H
Glossary
Abbreviations/Acronyms

Glossary

ACCRUAL BASIS

The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

ACTIVITY

A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible. (e.g., police is an activity within the public safety function).

AD VALOREM TAX

A tax based on value (e.g., a property tax).

AGENCY FUND

A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds. The agency fund also is used to report the assets and liabilities of Internal Revenue Service Code, Section 457, deferred compensation plans.

APPROPRIATION

A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

ASSESSED VALUATION

A valuation set upon real estate or other property by a government as a basis for levying taxes.

BALANCED BUDGET

A budgeting term used to signify budgeted expenditures are offset by budgeted revenues. In some instances reserves set aside for a specific use could be included to offset budgeted expenditures; i.e. election equipment reserves set aside in previous fiscal years to replace outdated equipment in a future fiscal year.

BASIS OF ACCOUNTING

A term used to refer to when revenues, expenditures, expenses, and transfers-and the related assets and liabilities-are recognized in the accounts and reported in the financial statements, Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

CAPITAL EXPENDITURES

Expenditures resulting in the acquisition of or addition to the government's general fixed assets.

CAPITAL IMPROVEMENT PROGRAM

(CIP) A term used to refer to a group of related infrastructure improvements planned for the future. Can be either a five or ten year plan.

CAPITAL LEASE

An agreement that conveys the right to use property, plant or equipment, usually for a stated

period of time, that meets one or more of the criteria set forth in SFAS No. 13 for lease capitalization.

CAPITAL PROJECTS FUND

A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

CASH BASIS

A basis of accounting under which transactions are recognized only when cash is received or disbursed.

DEBT SERVICE FUND

A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Sometimes referred to as a SINKING FUND.

DEBT SERVICE FUND REQUIREMENTS

The resources which must be provided for a debt service fund so that all principal and interest payments can be made in full and on schedule.

DEBT SERVICE REQUIREMENTS

The amount of money required to pay interest on outstanding debt, serial maturities of principal for serial bonds and required contributions to accumulate monies for future retirement of term bonds.

DEFERRED REVENUE

Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, amounts that are measurable but not available are an example of deferred revenue.

DELINQUENT TAXES

Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

ENTERPRISE FUND

(1) A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, gas and electric utilities; airports; parking garages; or transit systems). In this case, the governing body intends that costs (i.e., expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (2) A fund established because the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or purposes.

EXPENDITURES

Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

FISCAL YEAR

A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City's fiscal year is October thru September.

FORCES AT WORK

(FAW) A budget term used to describe supplemental department expenditures as a result of federal and/or state unfunded mandates or local governmental laws or actions or market impacts.

FRANCHISE

A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FUND

A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE

The difference between fund assets and fund liabilities of governmental and similar trust funds.

FUND BALANCE-RESERVED FOR DEBT SERVICE

An account used to segregate a portion of fund balance for resources legally restricted to the payment of general long-term debt principal and interest maturing in future years.

FUND BALANCE-RESERVE FOR ENCUMBRANCES

An account used to segregate a portion of fund balance for expenditures upon vendor performance.

FUND BALANCE-RESERVE FOR PREPAID ITEMS

An account used to segregate a portion of fund balance to indicate that prepaid items do not represent expendable available financial resources even though they are a component of net current assets.

FUND TYPE

Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

GENERAL FUND

(GF) The fund used to account for all financial resources, except those required to be accounted for in another fund.

GENERAL LONG-TERM DEBT

Long-term debt expected to be repaid from governmental funds.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES

(GAAP) Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the GASB.

GOVERNMENTAL FUND TYPES

Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities-except those accounted for in proprietary funds and fiduciary

funds. In essence, the funds are accounting segregation of financial resources. Expendable assets are assigned to the particular fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, used and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

IMPACT FEES

Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development.

INTERFUND TRANSFERS

All interfund transactions except loans, quasi-external transactions and reimbursements.

INTERGOVERNMENTAL REVENUES

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

INTERNAL SERVICE FUND

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

LEVY

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

LIABILITIES

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

MAINTENANCE

The act of keeping capital assets in a state of good repair. It includes preventative maintenance, normal periodic repairs; replacement of parts, structural components and so forth and other activities needed to maintain the asset so that it continues to provide normal services and achieves its optimum life.

MODIFIED ACCRUAL BASIS

The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resources increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual, that is when they become both "measurable" and "available to finance expenditures of the current." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditure either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis accounting.

OBJECT

As used in expenditure classification, applies to the article purchased or the service obtained, rather than to the purpose for which the article or service was purchased or obtained (e.g., personal services, contractual services, materials and supplies).

ORDINANCE

A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. Revenue-raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

ORGANIZATIONAL-UNIT CLASSIFICATION

(ORG UNIT) Expenditure classification according to responsibility centers within a government's organizational structure. Classification of expenditures by organizational unit is essential to fulfilling stewardship responsibility for individual government resources.

PROPRIETARY FUND TYPES

Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position. However, where the GASB has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

RESERVED

An element of the equity section of the governmental fund balance sheet comprised of three major fund balance elements: reserved; unreserved, designated; and unreserved, undesignated. When used in association with the governmental funds, the term "reserved" should be limited to describing the portion of fund balance that is (1) not available for appropriation or expenditure and/or (2) is segregated legally for a specific future use. A common example of the first type of reservation within the governmental funds is "reserved for inventories." Another example, "reserved for loans receivable," represents amounts expected to be collected in the future. Therefore, this receivable is not available for expenditure or appropriation at the balance sheet date. In this instance, the loans receivable amount is not associated with revenue recognition. However, if outstanding receivables (e.g., property taxes) are related to revenue that is not available, deferred revenue should be reported, *not* a reservation of fund balance. "Reserved for Encumbrances" is a common example of the second reserve type. This type of reserve is legally earmarked for a specific purpose. Generally, the reservations are based on third-party restrictions (e.g., contract with vendor).

RETAINED EARNINGS

An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

REVENUES

(1) Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating transfers are classified as "other financing sources" rather than as revenues. (2)

Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers. Also, operating transfers in are classified separately from revenues.

SPECIAL REVENUE FUND

A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes.

GAAP only

requires the use of special revenue funds when legally mandated.

TAX RATE

The amount of tax stated in terms of a unit of the tax base (e.g., 25 mills per dollar of assessed valuation of taxable property.)

TAX ROLL

The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

TRUST FUNDS

Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds.

These include (a) expendable trust funds, (b) nonexpendable trust funds, (c) pension trust funds, and (d) agency funds.

UNRESERVED

The equity section of the governmental fund balance sheet is comprised of three major fund balance elements: reserved; unreserved, designated; and unreserved, undesignated. (Also reference Unreserved, Designated and Unreserved, Undesignated.)

UNRESERVED, DESIGNATED

A designation of unreserved fund balance established by a government to indicate tentative plans for the use of current financial resources in the future. Examples of designations include equipment replacement and contingencies. These designations should not cause the government to report a deficit unreserved, undesignated fund balance. In addition, a government should not report a deficit unreserved, designated fund balance. In effect, a government cannot designate resources that are not available for expenditure.

UNRESERVED, UNDESIGNATED

An "unreserved, undesignated fund balance" represents financial resources available to finance expenditures other than those tentatively planned by the government.

VEHICLE REPLACEMENT PLAN

(VRP) A term used to refer to a plan of vehicle fleet replacements over the next ten years.

(Source: *1988 Governmental Accounting, Auditing and Financial Reporting* and other City Budgeting Terms)

ABBREVIATIONS AND ACRONYMS

AED	Automated External Defibrillator
AICPA	American Institute of Certified Public Accountants
ASO	Administrative Services Office
CAFR	Comprehensive Annual Financial Report
CCISD	Clear Creek Independent School District
CDD	Community Development Department
CEDC	Community and Economic Development Committee
CIP	Capital Improvement Plan
CS	Community Services
CSO	City Secretary's Office
EEO	Equal Employment Opportunity
EMPG	Emergency Management Planning Grant
EMS	Emergency Management Service
FEMA	Federal Emergency Management Agency
FISD	Friendswood Independent School District
FMO	Fire Marshal's Office
FTE	Full Time Equivalent
FVFD	Friendswood Volunteer Fire Department
GASB	Governmental Accounting Standards Board
GCCDD	Galveston County Consolidated Drainage District
GF	General Fund
GFOA	Governmental Finance Officers Association
GIS	Geographic Information System
I&I	Infiltration and Inflow
ISO	Insurance Services Office
LEOSE	Law Enforcement Officer Standards and Education
M&CC	Mayor and City Council
PD	Police Department
PEG	Public Educational Governmental
PSB	Public Safety Building
PW	Public Works
SAN	Storage Area Network
SETCIC	Southwest Texas Crime Information Center
VOCA	Victims of Crimes Act
VRF	Vehicle Replacement Fund
VRP	Vehicle Replacement Plan
W&S	Water and Sewer
ZZB	Zero Based Budgeting (revenues and expenditures net to zero)