



2009-2010

City of Friendswood, Texas



*Adopted
Budget*

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

**Fiscal Year
October 1, 2009 - September 30, 2010**

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.....	City Manager
Cindy S. Edge.....	Director of Administrative Services
Terry Byrd.....	Fire Marshal
Karen Capps.....	Economic Development Coordinator
Nick Haby.....	Assistant to the City Manager
Kazem Hamidian.....	Public Works Director
Katina R. Hampton.....	Budget Manager
Morad Kabiri.....	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 \$169,175 or 1.3%, and of that amount \$169,175 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, 2008

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Friendswood, Texas** for its annual budget for the fiscal year beginning **October 1, 2008**. 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.

Table of Contents

INTRODUCTION

City Manager's Adopted Budget Message	1
Guide to Budget	11
Mission Statement and Strategic Goals.....	12
Budget Calendar (Proposed)	14
Information on the City of Friendswood.....	15
Fiscal Year Facts Sheet	18
Organization Chart	19

SUMMARY SCHEDULES

Revenue and Expenditure Graph	20
Budget Summary	21
Revenues and Expenditures by Fund.....	22
Estimated Ad Valorem Tax Collections - Current Roll	23
Tax Rate Comparison.....	24
Tax Debt Service to Maturity.....	25
Revenue Debt Service to Maturity.....	26
Sales Tax Revenue Comparison.....	27

FUND SCHEDULES

Fund Schedules	28
Fund Flowchart.....	30
General Fund	31
Special Revenue Funds	33
Police Investigation Fund	34
Fire/EMS Donation Fund	35
Park Land Dedication Fund.....	36
Park Playground Equipment Fund.....	37
Court Security/Technology Fund	38
Tax Debt Service Fund.....	39
Capital Project Funds	41
General Obligation Construction Fund.....	42
1776 Park Trust Fund	44
Enterprise Funds	46
Water and Sewer Operation Fund.....	47
2006 Water and Sewer Bond Construction Fund.....	48
Water and Sewer CIP/Impact Fee Funds	49
Water CIP/Impact Fee Fund.....	50
Sewer CIP/Impact Fee Fund.....	51
Water and Sewer Revenue Debt Service Fund.....	52
Vehicle Replacement Fund.....	54

DEPARTMENTAL BUDGETS

Mayor and Council	56
City Secretary.....	60
City Manager	71

TABLE OF CONTENTS

Administrative Services	80
Police	103
Friendswood Volunteer Fire Department	118
Fire Marshal.....	123
Community Development	133
Public Works	146
Library Services.....	160
Community Services	168
CAPITAL IMPROVEMENT PROGRAM	
Capital Improvements Program (CIP Summary)	191
Capital Improvement Program Focus and Operating Impact	192
Capital Improvements Program Funding	192
Proposed CIP Funding Sources & Uses Charts.....	193
Significant Routine & Non-Routine Capital Expenditures.....	194
Project Budget Summary by Fund.....	195
General Fund & GO Bonds Projects	196
Water and Sewer Operation Fund & W/S Bond Projects Schedule.....	198
General Fund & GO Bonds Projects & Account Listings.....	200
Water and Sewer Operation & W/S Bond Projects & Account Listings.....	207
Excerpts from the Proposed 2010 – 2014 Capital Improvement Plan	
General Obligation Projects	213
Utility Services Projects	226
General Obligations Projects beyond Five Year Plan	247
Water & Sewer Revenue Projects beyond Five Year Plan	248
DEBT SERVICE	
Summary of Debt Service Funds.....	249
Tax Debt Service Fund	250
Summary Schedule of Tax Debt Service to Maturity	252
2003 Permanent Improvement Bonds	253
2005 General Obligation Bonds.....	253
2005 Refund Bonds	254
Capital Leases.....	254
Water and Sewer Revenue Debt Service Fund	255
Summary Schedule of Water and Sewer Revenue Debt Service to Maturity ...	257
2000 Water and Sewer Revenue Bonds.....	257
2001 Water and Sewer Revenue Bonds.....	258
2006 Water and Sewer Revenue Bonds.....	258
2006 Water and Sewer Refund Bonds	259
2009 Water and Sewer Revenue Bonds	259
APPENDICES	
Appendix A: Budget Ordinance and Tax Ordinance.....	260
Appendix B: Personnel Schedule.....	266
Appendix C: Decision Packages and Forces at Work	268
Appendix D: Revenue Schedules by Fund	273
Appendix E: General and Administrative Transfers	286
Appendix F: Charter Budget Provisions.....	287
Appendix G: Financial Management Policy	290
Appendix H: Glossary	300



CITY OF FRIENDSWOOD

October 6, 2009

Honorable Mayor and City Council:

We hereby submit the adopted budget for Fiscal Year 2009 -2010 in accordance with City Charter requirements.

As in years past, a balanced budget is presented to the Mayor and City Council based on Staff's projections of the necessary revenue and expenditures to meet existing and anticipated service level requirements. This year, we accomplished a Council goal of interacting with Staff earlier in the budget development process. To honor that request, budget workshops were held in June and July of 2009 to share information with the Mayor and Council on key components of the budget, including revenue and expenditure budget "drivers" and departmental decision packages. By scheduling these workshops Council was able to provide Staff with the guidance needed to adopt a balanced budget that reflects the City's needs from both a Council and Staff perspective.

The presentation of this document provides an operational overview and recommended action plans and options. Additionally, the budget overview presentation and proposed operating budget is consistent with the City Charter, as it directs the City Manager to:

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

Like previous years, our budget process continues to be 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. Our budget team has proven its capabilities and professionalism in the process again this year.

The group worked over several months to develop a budget that is focused on the future and meets the needs of our growing community. Prior to adoption, the budget was reviewed and adjusted by the City Manager and City Council.

Operational and strategic decision packages were added or removed at the discretion of the Mayor and Council to adopt a balanced budget and keep the tax rate constant at \$0.5797 per \$100 valuation.

Additional operating revenues are projected to total \$698,713 or 2.3%, over the current year budget. This increase is mainly due to charges for services in the water and sewer fund which will be used to support water and sewer revenue bonds issued in August 2009 to complete future water and sewer system capital improvements. General Fund revenue sources are expected to show significant decreases in interest

income and building permit fees with minimal or no increase in other sources such as sales taxes and franchise fees. Property taxes are projected to only increase by \$169,175, or 24.2% of the total additional operating revenues. This increase is attributed to new construction (commercial and residential). 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 ongoing development of performance measures. Continuing this practice offers better information on 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 sixth consecutive Government Finance Officers Association Distinguished Budget Presentation Award for the 2008-09 document.

Several years ago the City Council made a very important financial decision. This was to develop a budget and operate the City based on current revenues, or funds generated in the current fiscal year. The result is that any revenues exceeding the budgeted amount and any budgeted expenditures not made in the fiscal year, are added to fund balance. This practice leaves the City better financially prepared in the event of any catastrophic occurrence while also accumulating funding for future capital projects. This policy supports funding ongoing revenues with ongoing sources and one-time revenues with one-time expenditures. The effectiveness of this policy was proven during the Hurricane Ike recovery when fund balance reserves were available to complete repairs and clean up 476,600 cubic yards of storm-related debris prior to the arrival of FEMA reimbursement funding. \$9,703,060 was spent to provide the essential services needed to recover from the damage left by Ike. As of July 2009, \$4,574,138 had been reimbursed by FEMA, with approximately \$4,752,000 expected in additional reimbursements.

A second benefit of this decision was the impact on the City's bond rating. The City's bond rating from Standard & Poor's was upgraded from A+ to AA- for the water and sewer revenue bonds issued in August 2009. The rating upgrade will result in tremendous savings in interest expenses over the life of these bonds.

In 2008-09, Friendswood's population continued to grow moderately and was estimated to be about 37,500 in June 2009. Limited growth is expected this year but Staff is hopeful that development in several new subdivisions (West Ranch, in particular) will resume in the near future. As most of the City's revenue sources hold at current levels, demands on City services are expected to continue as population growth occurs. Identifying new revenue streams, especially in the General Fund, have become increasingly important. As a result, the City is seeking and hopes to take advantage of any available federal and state grant revenue opportunities.

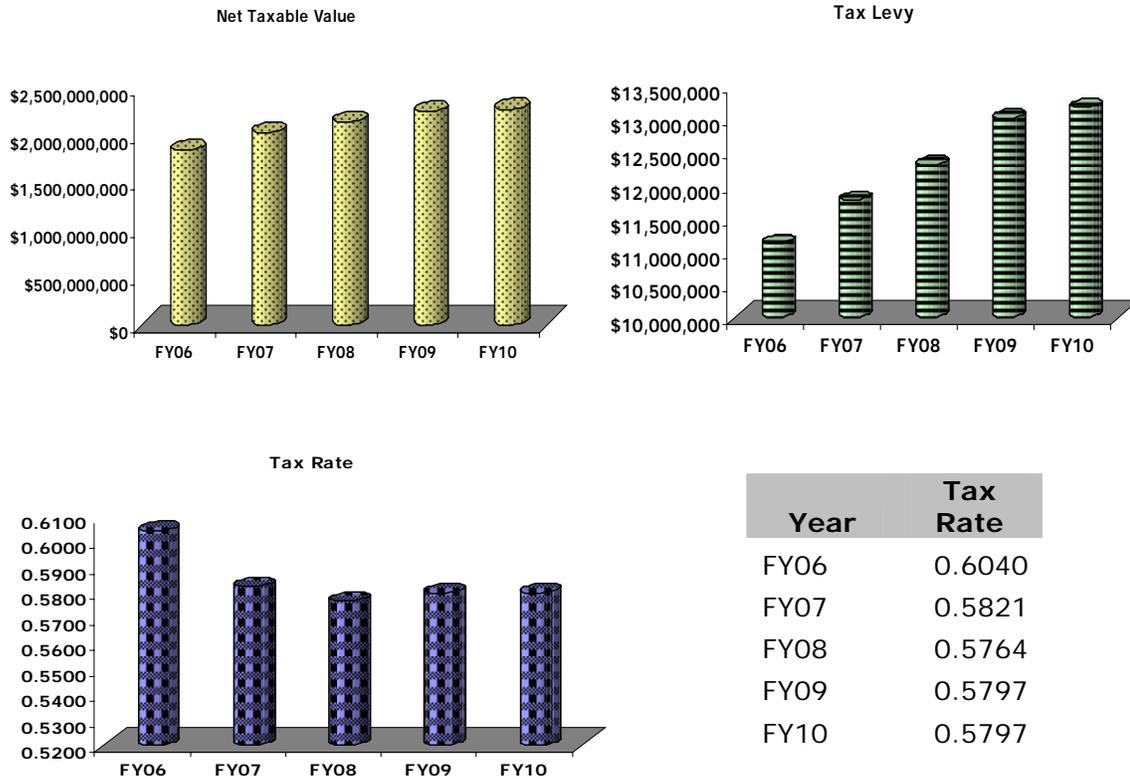
Initially in the budget process, staff anticipated delays in receiving certified property valuations from the appraisal districts for Galveston and Harris Counties and proposed adopting the budget and tax rate on separate calendars. However, certified values were received in ample time to accommodate adoption of tax rate and budget at the same City Council meeting as has been the City's practice during recent years

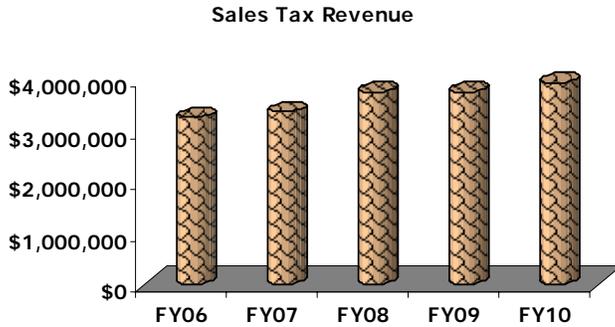
Key Budget Objectives

- Deliver existing public services at the service level mandated by City Council
- Protect and promote the City's human infrastructure in the delivery of City services with competitive pay and compensation based on merit
- Address City infrastructure issues 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
- Keep 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 adopted budget includes an adopted tax rate of \$0.5797. This rate consists of a maintenance and operations (M&O) tax rate of \$0.4997 and an I&S (debt service) tax rate of \$0.0800. Certified property values from Galveston County Central Appraisal District and Harris County Appraisal District total \$2,271,459,031 (including approximately \$402,944,028 under review) were used in building our 2009-10 revenue projection.

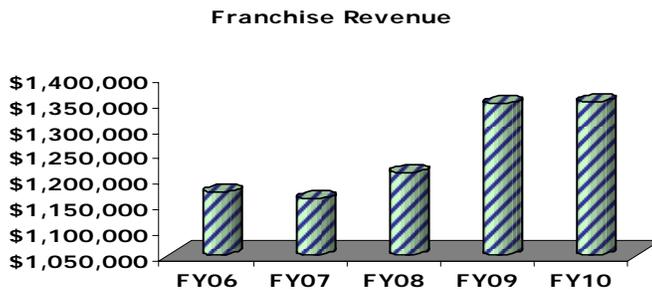




Year	Sales Tax
FY06	\$3,252,990
FY07	\$3,359,100
FY08	\$3,750,000
FY09	\$3,750,000
FY10	\$3,923,944

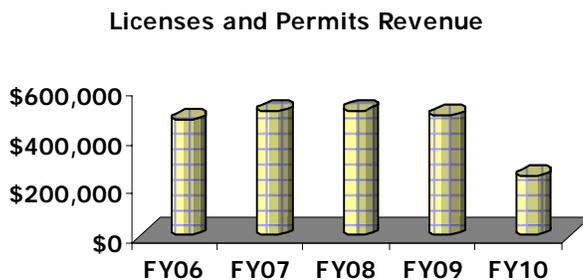
The second largest source of revenue in the General Fund is Sales Tax. Historically, the sales tax revenue has grown annually. Thus, we are anticipating an increase of \$173,944 or 4.6% in this revenue stream from the 2008–09 budget of \$3,750,000. A conservative approach in our projections has been taken in acknowledgment that sales tax volatility has caused many cities tremendous budget difficulties.

Franchise Fee and Right-of-Way Access revenue is estimated to only increase by approximately \$4,700 from 2008-09. The slower economy and limited population growth projected for 2009-10 is expected to result in fewer cable franchisee and municipal right of way access fees.



Year	Franchise
FY06	\$1,171,334
FY07	\$1,158,800
FY08	\$1,211,000
FY09	\$1,345,700
FY10	\$1,350,440

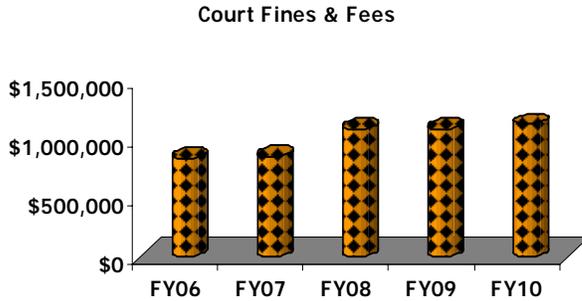
Revenue from Building Licenses, Permits and Plan Check Fees is predominantly based on residential building permits. With the sharp decline in new home starts, we are projecting 50% less revenue; \$240,506 down from \$488,343 in 2008-09.



Year	Revenues
FY06	\$469,681
FY07	\$506,200
FY08	\$507,539
FY09	\$488,343
FY10	\$240,506

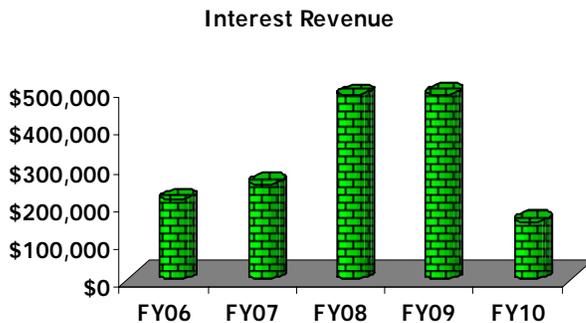
Municipal Court fines and fees are another major source of general fund revenue. In April of 2008 the City contracted with a collection agency to recover delinquent court fines and fees. As a result, we are projecting this revenue stream to increase from \$1,080,000 budgeted in FY 2008-09 to \$1,125,051 in 2009-10; approximately

\$45,000 or 4%. The Proposed Budget for 2009-10 also includes the Court Technology/Court Security Fund which contains revenue derived from the court security and court technology fees. These funds can only be used for specific projects related to court security and technology.



Year	Revenues
FY06	\$829,605
FY07	\$853,470
FY08	\$1,078,700
FY09	\$1,080,000
FY10	\$1,125,051

Interest income has been a significant general fund revenue source; however, rising interest rates experienced in 2007-08 appear to have reached their peak. The City's interest revenue was also impacted by the use of fund balance reserves for the Hurricane Ike recovery in FY 2008-09. Year to date in 2008-09, interest revenue is less than one third the amount budgeted. For this reason, the 2009-10 projection is approximately \$331,800 or 68% less than the current year.



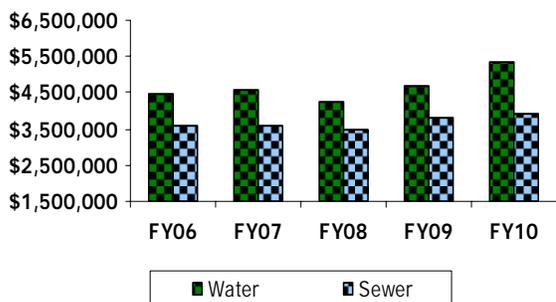
Year	Revenues
FY06	\$209,900
FY07	\$249,072
FY08	\$483,871
FY09	\$484,045
FY10	\$152,250

Water and Sewer Fund

Year to date, 2008-09 weather conditions have been considerably drier compared to 2006-07 and 2007-08. This trend has continued through the summer of 2009; causing water consumption to rise. In anticipation of water and sewer revenue bonds being issued, water and sewer rates were increased in 2008-09 for the first time since 2002 for water and 2006 for sewer. However, several unforeseen factors related to the water and sewer revenue bond issue in August 2009 occurred. The bond issue amount was reduced by the receipt of grant funding for several of the water and sewer projects. The City's bond rating improved resulting in a lower interest rate on the bonds issued. Also, a later bond issuance date saved about \$1 million in principal payments. As a result of those factors, the water and sewer rates were reviewed and significantly reduced to a level that will meet the current debt service needs and also provide citizens with an average reduction of approximately 20% in utility service billings.

The 2009-10 estimated water revenues are \$5,365,040. This is an increase of \$653,328 (13.9%) from the current year budget of \$4,711,712. Sewer revenue is budgeted at \$3,937,341, a 2.7% increase from the budget for 2008-09. Staff reviewed the water and sewer funds' rate structure and billing methodology with the Mayor and Council during budget work sessions.

Water and Sewer Revenues



Year	Water	Sewer
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
FY10	\$5,365,040	\$3,937,341

Expenditures

The adopted budget emphasizes the importance of maintaining the City's quality of life while anticipating the demands of future growth. 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 refer to the physical streets, drainage, parks, facilities, and water and sewer improvements as well as 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.

Although this year's budget estimate is fairly lean, City Council and Staff recognized the need to maintain our pay plan structure and compensate the employees who strive daily to provide the City services expected by our citizens. As a result, the adopted budget for 2009-10 includes 2.25% annual merit funding of \$132,682 in the General Fund and \$14,606 in the Water and Sewer Fund. No Cost Of Living Adjustments (COLA) or "across the board" pay increases are included.

With revenue projections for 2009-10 showing minimal increase from the current year, a cautionary approach has been taken with the expenditures included in this year's adopted budget. One new full-time position is included in the budget. An adjustment has been included in this year's budget to help relieve budgetary overruns in the Police Department Patrol division overtime resulting from the pay plan adjustment in 2008 and additional holidays implemented in 2007-08. The budget includes additional hours for two existing part-time positions in the Library and Senior Program division of Community Services. Also included in this year's budget is a salary adjustment for the Municipal Court judges and prosecutors. The amounts below include salaries and benefits.

- Overtime wage adjustment for Police Department Patrol division - \$100,000
- Community Services Administrative Clerk with benefits - \$45,112
- Increase Children's Library Associate from 0.5 to 0.72 FTE - \$8,140
- Increase Senior Programs Recreational Aide from 0.4 to 0.6 FTE - \$6,788

- Salary adjustments for Municipal Court judges and prosecutors - \$5,000

Street improvements continue to be an area of importance in the year's budget. However, competing demands for the limited 2009-10 resources resulted in a decreased adopted budget for concrete and asphalt street repairs and sidewalk improvements from \$700,000 to \$200,000. The City completed a Street Pavement Master Plan in fiscal year 2007-08. The Plan included an evaluation of street conditions and all future projects were prioritized. These projects will be reflected in the City's capital improvement plan. Alternatives to fund future street improvements will be discussed with City Council during fiscal year 2009-10.

Community Services Programs, Parks and Facilities enhance the quality of life in Friendswood. The budget for 2009-10 includes funds for the following Community Services programs:

- Summer Day Camp program expansion (with associated fee increase) - \$9,073
- Movies in the Park (movie viewing rights) - \$1,000
- Friendswood Historical Society contract increase - \$5,000
- Mosquito spraying services - \$4,500
- Senior Program vehicle maintenance - \$1,600
- Senior Program Staff continuing education reimbursement - \$2,000
- Mower for Parks Operations - \$8,500
- Parking Lot Striping (Centennial Park, Stevenson Pool, Library & Activity Building) - \$7,250
- Phase 4 of the fully accessible playground at Stevenson Park - \$50,000

The adopted budget includes several items budgeted in the Administrative Services Department. The majority of these items will benefit departments throughout the City.

- Information Technology system firewall replacement - \$16,750
- Fiber channel adapters upgrade - \$8,700
- Election equipment upgrade and annual maintenance - \$3,099
- Open Records Request software and annual support - \$12,155

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

- Emergency siren maintenance - \$4,000
- Airtime cards for mobile data terminals (Animal Control and Communications) - \$3,000

Other items included in the budget:

- City Council/Staff retreat facilitator services - \$35,000
- Household Hazardous Waste disposal contract services - \$11,300
- Citizen emergency notification services - \$30,000
- Grant writing services - \$65,000

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

- Water meter replacement plan - \$30,000
- Water plant booster pump (2,000 GPM pump for surface water station #2) - \$35,000
- Water Wise Program (water conservation education) - \$20,000

This year's adopted budget includes decision packages totaling \$367,959 funded from the undesignated fund balance reserves according to criteria outlined in the City's financial policy. These items are:

- Street maintenance program - \$200,000
- Mowing tractor for Public Works - \$35,000
- Police D.O.T. division commercial truck weight scales (4) - \$18,459
- Carpet Replacement (City Hall 2nd Floor and Council Chamber) - \$30,000

- Public Works facility maintenance - \$19,000
- City Entry Way Signage - \$40,500
- Information Technology system server - \$10,000
- FVFD rescue equipment for new engine at Fire Station #4 - \$15,000

In previous years health insurance costs have increased and impacted the budget. This year, negotiations between the consortium of cities (including Friendswood, Webster and Dickinson) and the City's current insurance provider have proven very fruitful. An agreement was reached that includes no increase in premiums and no decrease in coverage for 2009-10. Therefore, no additional funding is included in this year's proposed budget for employee medical insurance.

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 sixth 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.
- 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 pays a fee of \$10 per run to the Equipment Replacement Fund (the same fund the voluntary donations from the City utility bill go toward) to assist in the replacement of capital equipment. This fee is projected to be approximately \$27,800 for 2009-10.

In addition, the following items are included in the FY10 adopted budget for the FVFD.

- FVFD fire hose replacement - \$10,000
- FVFD firefighter protective gear (10 sets) - \$17,000
- Annual debt service for a fire truck purchased in 2008-09 is funded from Fire/EMS Donations. We have budgeted \$242,000 in revenue from this source for 2009-10.
- The following equipment purchases are funded by a combination of 2009-10 projected donations and FVFD resources.
 - Medic car (unit 44) - \$31,000
 - Replace Engine 23 - \$62,000
 - Replace EMS Duty Paramedic vehicle - \$35,000
 - EMS mobile computers and software - \$45,000
 - Fire Command computers for command vehicles - \$24,000
 - Replace Utility 21 chassis and remount stake body - \$30,000
 - Manpower squad truck for Fire Station #3 - \$40,000

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 eleventh 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 Police Animal Control truck, two Fire Marshal trucks and three Public Works trucks to be replaced in 2009-10.

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.

Capital Improvements Program

This adopted document includes the completed Capital Improvements Program section. This section of the budget presents 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.

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, “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 2009-10, we expect to fully fund the emergency reserve amount of \$4.8 million with almost \$5.8 remaining for capital improvements. Council has committed \$2 million of the \$5.8 million for two capital projects. \$1 million will supplement previously authorized general obligation bond funds of \$3.485 million for street improvements. Galveston County’s recent bond referendum also included funding that will be combined with our \$4.485 million for improvements to Melody Lane, Skyview, Sunnyview and FM 518. An additional \$1 million is also committed to help fund the Mud Gully detention project.

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 \$7.15 million at year-end 2008-09. The City’s 90-day emergency reserve will be fully funded at \$2.17 million, with \$4.98 million available for future Water and Sewer capital improvements. Council has committed approximately \$1 million of water and sewer working capital funds as a match for a federal grant secured to begin infrastructure development in the City’s panhandle region.

Conclusion

This is a challenging time for the entire nation, including our City. Economic forces continue to place a strain on our current resources. We are currently supporting our

existing service levels, but many short and long-term issues need to be addressed. Continuing to focus on 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. We appreciate the efforts of the entire budget team; however, we especially want to thank the Administrative Services Staff, led by Department Director Cindy Edge, for their many hours of hard work. We are proud to be a part of a Staff dedicated to serving the citizens of Friendswood and appreciate the opportunity to present this adopted budget to Council.

We would also like to take this time to acknowledge Council's commitment to the City of Friendswood and its citizens. Your goals for this year's budget process were successfully attained through your guidance and active participation in this year's budget development.

Respectfully,

A handwritten signature in cursive script that reads "Roger C. Roecker".

Roger C. Roecker
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; Guide to Use of the Budget; City Council mission statement and strategic goals; budget calendar; information on the City of Friendswood; fiscal year fact sheet; and the City's organizational chart.

The **Summary section** includes summary schedules of all funds formatted to include FY08 actual; FY09 original budget; FY09 amended budget; year to date 6/30/09 actual expenditures; year-end estimate for FY09; and FY10 budget data. This section includes budgeted revenues and expenditures, designed to provide readers with a broad overview of the City's budget. Pie charts and a budget summary schedule lead off this section and depict all revenues by classification and expenditures by functions, including governmental and business related activities. Governmental activities include most of the City's basic services (general government, public safety, community development, public works and community services). Business-type activities include the City's water and sewer system. An overview of revenues and expenditures by fund is included. Additional schedules presented in this section are estimated tax valuations, tax levy and tax rate, including graphs; sales tax revenue comparison; tax and revenue debt service summary schedules; governmental grants and service fees schedule; and inter-fund transfers schedule.

The **Fund Schedule section** provides the revenues, expenditures and proposed ending fund balance for the City's six governmental funds as well as enterprise funds. Governmental funds include General Fund, Police Investigation Fund, Fire/EMS Donation Fund, Park Land Dedication Fund, Tax Debt Service Fund and General Obligation Bond Construction Funds. Enterprise funds include Water and Sewer Operation Fund, Water and Sewer CIP/Impact Fee Funds, and Water and Sewer Revenue Debt Service Fund. Additional funds are Vehicle Replacement Fund, 1776 Park Trust Fund, 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 of the City.

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

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

Adopted by Resolution

Vision Statement

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

City of Friendswood Mission Statement

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

Guiding Principles

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

Council Philosophy

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

Strategic Goals

1. Communication

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

2. Economic Development

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

3. Preservation

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

4. Partnerships

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

5. Public Safety

- Build and expand external partnerships
- Ensure a safe environment

6. Organizational Development

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

Strategic Goal Matrix

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

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

Budget Calendar

April 2009	Review proposed budget calendar
April 7, 2009	Budget materials and instructions to department directors
May 2009	Revenue projections and review preliminary budget priorities
June 2009	Discuss budget process with Council and identify budget priorities
June 2009	Review of departmental budgets and rate structures
July 2009	Preparation of Proposed Budget
July 31, 2009	Proposed Budget delivered to Council
August 10, 2009	Post 72 hr. meeting notice of 8/13 work session
August 13, 2009	Work session on the budget Post 72 hr. meeting notice of 8/17 work session
August 17, 2009	Council work session on the budget
August 20, 2009	Post 72 hr. meeting notice of 8/24 work session
August 24, 2009	Informal public hearing on budget Work session on the budget
August 25, 2009	Deliver notice of public hearing on budget to newspaper
August 26, 2009	Publication of public hearing on the budget
September 10, 2009	Post 72 hr. meeting notice of 9/14 work session and public hearing on the budget
September 14, 2009	Work session and public hearing on budget
September 15, 2009	Deliver effective and rollback tax rate notice to newspaper
September 23, 2009	Publication of effective and rollback tax rates
October 1, 2009	Post 72 hr. meeting notice to adopt on 10/05 (budget and tax rate) Post ordinances for budget and tax rate
October 5, 2009	First & final reading of ordinances adopting budget and tax rate

Information on the City of Friendswood

Form of Government

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

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

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

Location

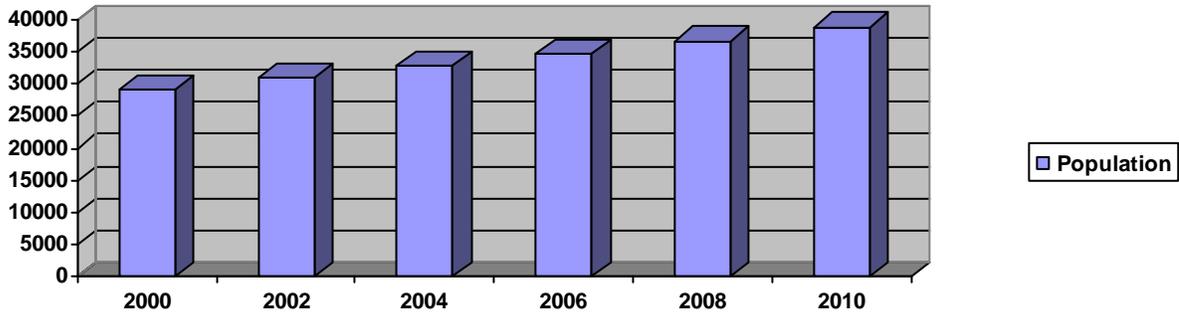
Friendswood is conveniently located between Houston and Galveston, just 20 miles southeast of downtown Houston in southern Harris and northern Galveston Counties. The city is in the middle of the Houston bio-corridor, including the world-renowned Texas Medical Center in Houston and the University of 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 2009, Friendswood was ranked number 32 on Money Magazine's top 100 places to live in the United States. Friendswood is one of six Texas cities and the only city in the Houston area to be ranked on the magazine's list for 2009. The City was ranked number 51 on Money Magazine's list in 2007. Cities making the list have the best combination of economic opportunity, quality schools, public safety, leisure activities, diversity and health care options.

Demographics

The City's 2000 census was 29,037. As of June 2009, the population is estimated to be 37,500. 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 212.10 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 lines and sewer mains with 38 employees. The City has eight parks, one swimming pool and four tennis courts on 189 acres. The Friendswood Public Library is a premier library in the area servicing an average of over 517 patrons per day with a circulation of 323,330 in 2008 and over 18,858 youth attended programs during 2008. 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

Year to date in fiscal year 2008–09, the City received more than 50% of its reimbursement request from FEMA for Hurricane Ike preparation costs, security during and after the event, debris clean-up and other related expenses incurred in September 2008 and the beginning of fiscal year 2008-09. By the close of fiscal year 2008-09, the City expects about 90% of its reimbursement requests to be paid by FEMA.

A general obligation bond issue included in Galveston County's November 2008 election passed. Friendswood will receive funds from the bond issue to complete several of the City's 2009 capital improvements projects totaling more than \$10 million. In August 2009, the City plans to issue revenue bonds totaling, \$12.3 million to fund water and sewer system projects.

The economic downturn facing the country continues to affect the City's investments in terms of securities, held by the City, being called as maturity dates occur. The City's investments remain diversified to offset significant drops in the securities market. As a result of the slowed economy, the City of Friendswood is expecting to experience a slight reduction in 2009 property values which will negatively affect our largest revenue source; property taxes.

In efforts to expand its revenue sources, the City has applied for and continues to seek federal and state grant funding for various projects and operational costs. Information on the results of these efforts will be monitored closely in fiscal year 2009-10.

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	\$2,271,459,062
Tax Rate per \$100 Valuation	\$0.5797
Square Miles	approx. 23
Population, Estimated as of 6/01/09	37,500

Staffing

	FY09	FY10
Full-time employees (FTE)	199.00	200.00
Part-time employees (FTE)	13.10	13.07
Total employees	212.10	213.07

Number of Utility Customers as of 7/01/09

Water	11,871	11,999
Sewer	11,077	11,212

Utility Rates - (Billed Bi-monthly)

Monthly Water Rates

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

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

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

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

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

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

Monthly Sewer Rates

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

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

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

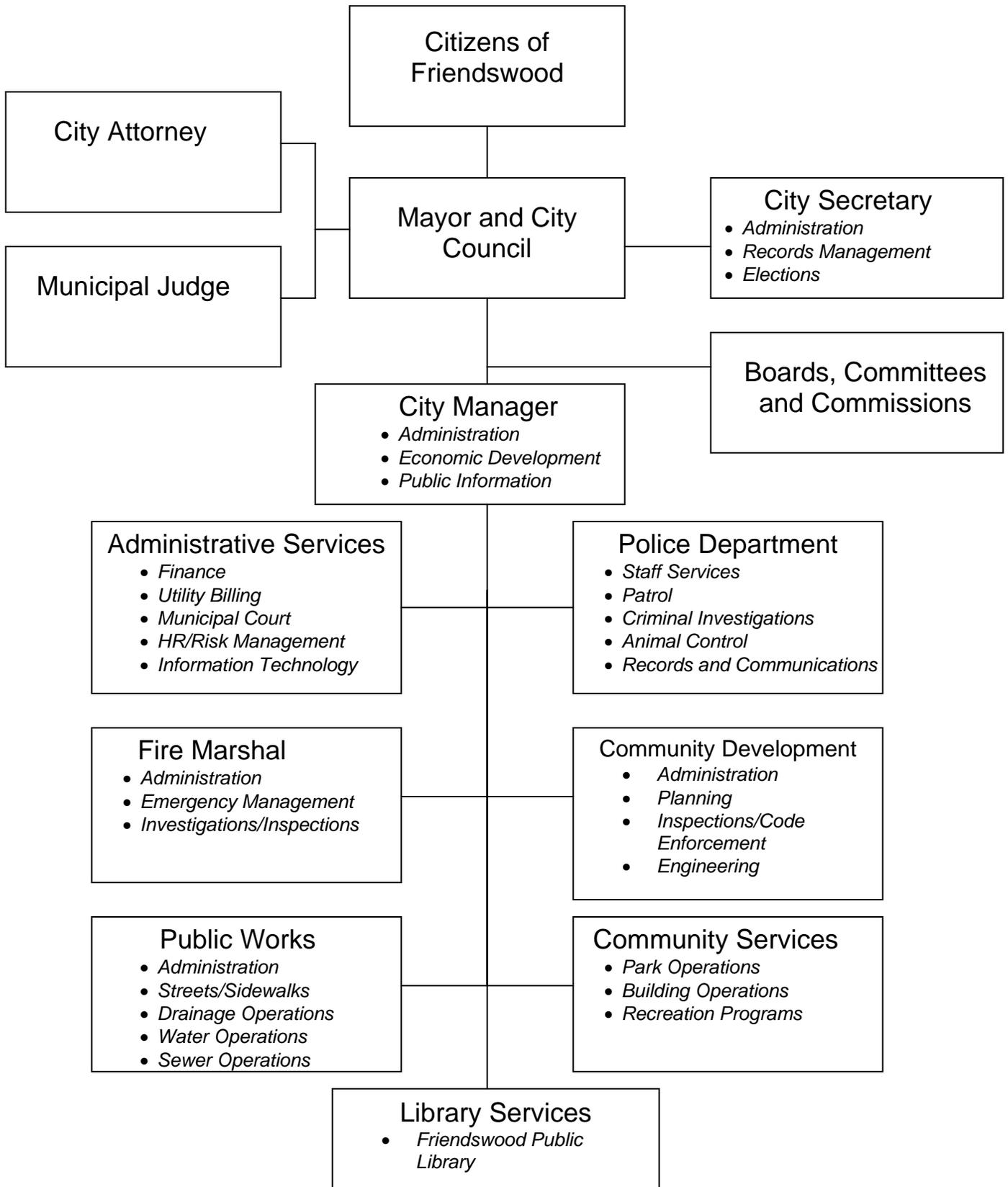
First 3,000 gallons, based on 100% water consumption:	\$ 9.50
Above 3,000 gallons, based on 70% water consumption:	\$ 2.90

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

Monthly Sanitation Rate

\$12.13 + tax (Includes curbside recycling fee)

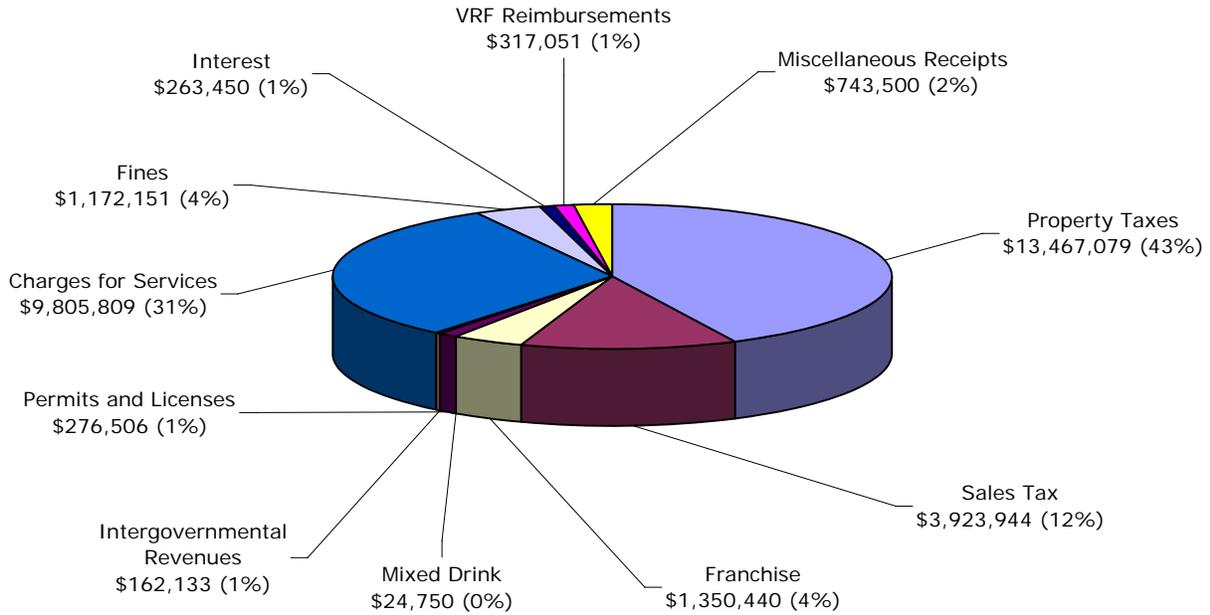
CITY OF FRIENDSWOOD



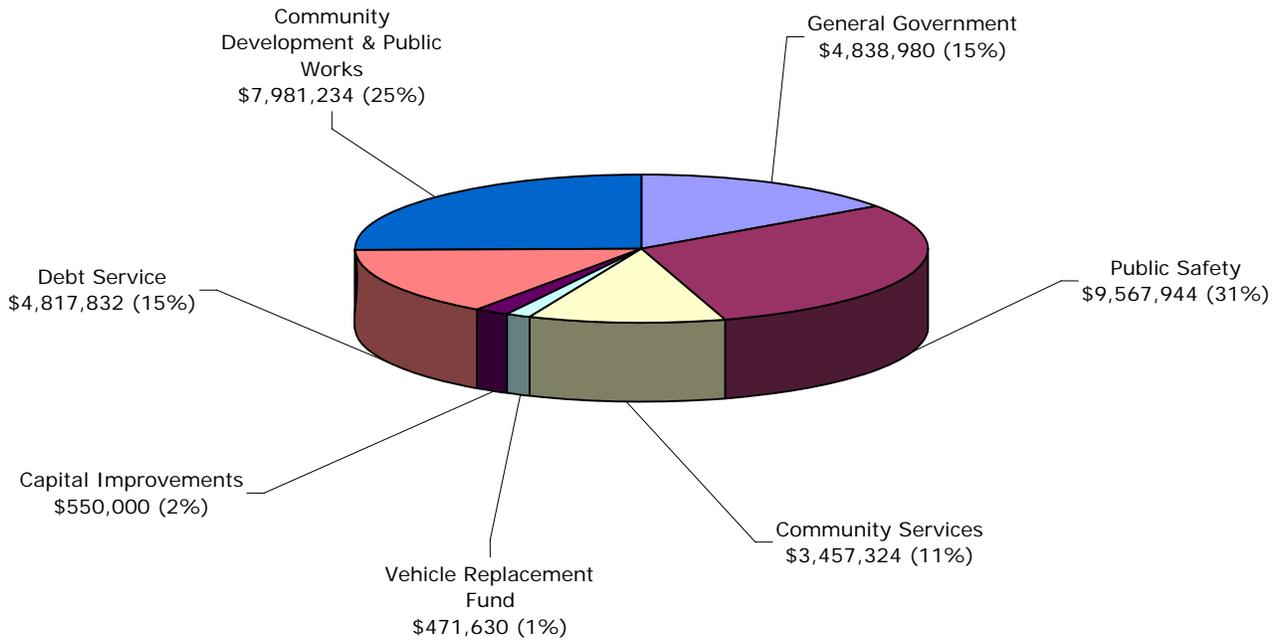


This page intentionally left blank

**FY10 Adopted Budget Revenue
(all funds)**



**FY10 Adopted Budget Expenditures
(all funds)**



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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
Taxes	\$17,606,273	\$18,115,774	\$18,115,774	\$16,096,769	\$18,795,776	\$18,766,213
Permits and Licenses	535,128	463,829	463,829	304,439	372,935	276,506
Intergovernmental Revenues	3,787,293	220,311	272,620	5,312,302	5,312,302	162,133
Charges for Services	8,564,814	9,167,482	9,167,482	6,628,432	11,357,516	9,805,809
Fines	1,161,902	1,182,300	1,187,323	918,885	1,188,436	1,172,151
Interest	1,180,056	665,056	665,056	196,568	246,315	230,350
VRF Reimbursements	316,651	317,051	317,051	239,119	317,051	317,051
Miscellaneous Receipts	891,576	676,297	698,644	1,040,394	1,234,753	776,600
Total Revenues	\$34,043,693	\$30,808,100	\$30,887,779	\$30,736,908	\$38,825,084	\$31,506,813
EXPENDITURES						
General Government	\$4,395,767	\$4,739,508	\$4,830,344	\$3,292,945	\$4,292,323	\$4,842,845
Public Safety	12,438,169	9,202,663	9,367,343	12,147,073	14,532,374	9,490,598
Community Development and Public Works	6,882,053	7,817,171	7,861,501	4,853,177	7,363,436	7,968,079
Community Services	3,352,199	3,411,319	3,458,479	2,463,513	3,392,714	3,542,990
Vehicle Replacement Fund	250,452	281,034	281,034	119,450	281,034	471,630
Capital Improvements	15,467,877	1,199,445	2,957,641	5,416,318	5,648,747	550,000
Debt Service	3,921,878	5,066,232	5,066,232	2,942,272	4,007,399	4,817,832
Total Expenditures	\$46,708,395	\$31,717,372	\$33,822,574	\$31,234,748	\$39,518,027	\$31,683,974

**

Totals exclude fund balance, reserves and interfund transfers.

- ** Amended budget includes prior year encumbrances.
- *** Net income reflects use of fund balance for operational expenditures in the following funds:
Police Investigative, Tax Debt Service, Vehicle Replacement Fund

Revenues and Expenditures by Fund

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
General Fund	\$22,400,512	\$19,213,045	\$19,287,701	\$21,827,523	\$24,877,487	\$18,968,014
Police Investigation Fund	14,484	34,010	34,010	8,772	33,076	33,200
Fire/EMS Donation Fund	235,856	187,517	187,517	164,414	239,722	242,600
Park Land Dedication Fund	68,046	60,584	60,584	108,188	113,447	60,400
Playground Equipment Fund	53	0	0	0	0	0
Court Security/Technology Fund	53,305	58,100	63,123	35,099	46,799	47,100
Tax Debt Service Fund	1,689,203	1,643,237	1,643,237	1,600,279	1,682,279	1,902,167
GO Bond Construction Funds	82,378	0	0	2,340	2,540	0
Vehicle Replacement Fund	342,385	320,991	320,991	243,149	322,424	322,451
Water & Sewer Fund	8,273,556	8,838,734	8,838,734	6,477,118	11,166,105	9,610,381
2006 Water & Sewer Bond Construction Fund	281,561	0	0	23,666	23,666	0
Water & Sewer CIP/Impact Fee Funds	558,041	430,850	430,850	241,069	310,342	314,900
Water & Sewer Revenue Debt Service Fund	43,144	20,000	20,000	4,948	6,597	5,000
1776 Park Trust Fund	1,169	1,032	1,032	343	600	600
Total Revenues	\$34,043,693	\$30,808,100	\$30,887,779	\$30,736,908	\$38,825,084	\$31,506,813
EXPENDITURES						
General Fund	\$23,701,607	\$20,450,549	\$21,395,430	\$20,746,943	\$25,507,396	\$20,438,171
Police Investigation Fund	15,551	38,742	38,742	38,641	38,641	38,745
Fire/EMS Donation Fund	234,946	187,517	187,517	194,767	239,151	242,000
Park Land Dedication Fund	0	0	25,570	18,135	25,570	0
Court Security/Technology Fund	30,054	78,930	78,930	26,654	85,489	27,461
Tax Debt Service Fund	1,711,787	2,345,696	2,345,696	1,924,514	2,281,992	2,551,417
GO Bond Construction Funds	3,259,518	0	223,488	216,437	216,437	0
Vehicle Replacement Fund	250,452	281,034	281,034	119,450	281,034	471,630
Water & Sewer Fund	5,260,505	5,696,120	5,720,571	3,615,422	5,607,348	5,710,035
2006 Water & Sewer Bond Construction Fund	10,114,457	0	886,812	3,394,469	3,588,004	0
Water & Sewer Revenue Debt Service Funds	2,129,518	2,638,784	2,638,784	939,316	1,646,965	2,204,515
Total Expenditures	\$46,708,395	\$31,717,372	\$33,822,574	\$31,234,748	\$39,518,027	\$31,683,974

**

Totals exclude fund balance, reserves and interfund transfers.

** Amended budget includes prior year encumbrances.

*** Net income reflects use of fund balance for operational expenditures in the following funds:
Police Investigative, Tax Debt Service, Vehicle Replacement Fund

ESTIMATED AD VALOREM TAX COLLECTIONS - CURRENT ROLL

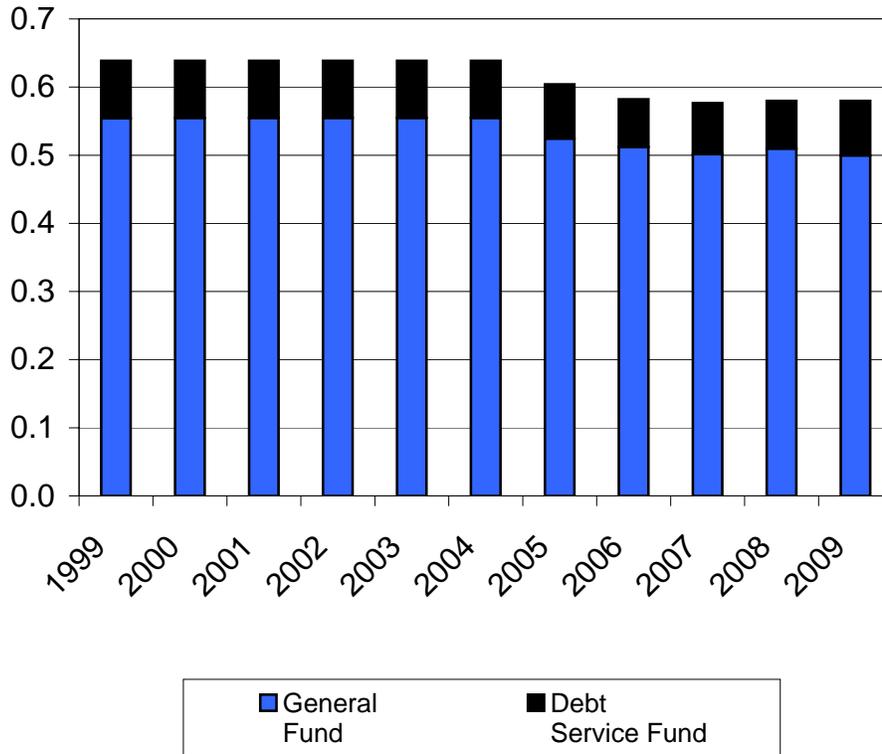
Net Assessed Value, estimated as of September 8, 2009 \$2,271,459,062

Divided by 100	100
Rate Base	\$22,714,591
Tax Rate	0.5797
Estimated Total Tax Levy	\$13,167,648
Estimated Collection Rate	100%
Adjusted Tax Collections, 2009-10	\$13,167,648

TAXABLE VALUE AND LEVY COMPARISON

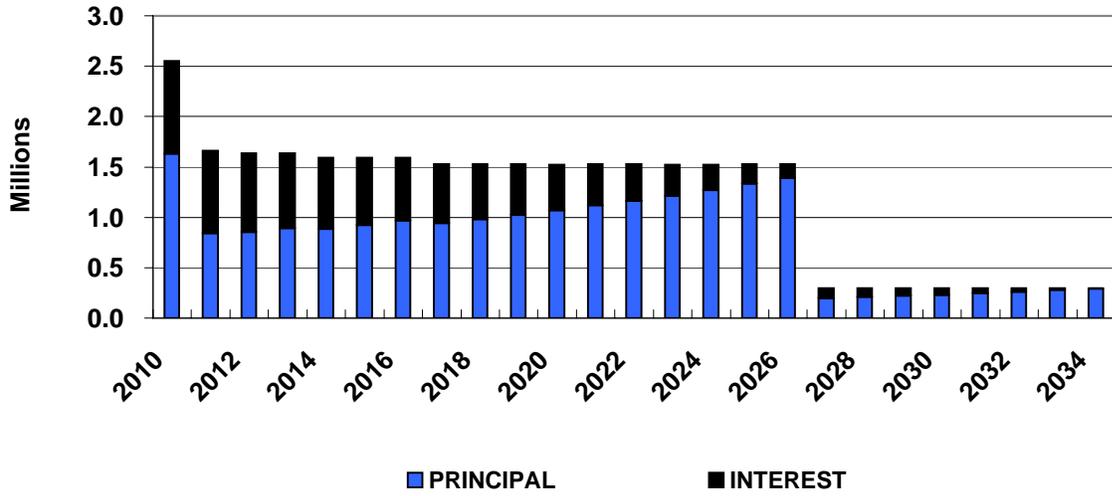
Fiscal Year Ending	Tax Year	Total Taxable Assessed Value	Homestead Exemption	Tax Rate	Total Tax Levy	Percent Increase Over Prior Year
1999-00	1999	\$1,133,824,245	20%	\$0.6385	\$7,239,468	15.1%
2000-01	2000	\$1,238,337,688	20%	\$0.6385	\$7,906,786	9.2%
2001-02	2001	\$1,388,238,684	20%	\$0.6385	\$8,863,904	12.1%
2002-03	2002	\$1,510,166,528	20%	\$0.6385	\$9,642,413	8.8%
2003-04	2003	\$1,689,163,292	20%	\$0.6385	\$10,785,308	11.9%
2004-05	2004	\$1,757,469,314	20%	\$0.6385	\$11,221,442	4.0%
2005-06	2005	\$1,840,094,487	20%	\$0.6040	\$11,114,170	-1.0%
2006-07	2006	\$2,011,630,820	20%	\$0.5821	\$11,708,758	5.3%
2007-08	2007	\$2,134,576,240	20%	\$0.5764	\$12,303,697	5.1%
2008-09	2008	\$2,242,178,295	20%	\$0.5797	\$12,998,473	5.6%
2009-10	2009	\$2,271,459,062	20%	\$0.5797	\$13,167,648	1.3%

Tax Rate Comparison



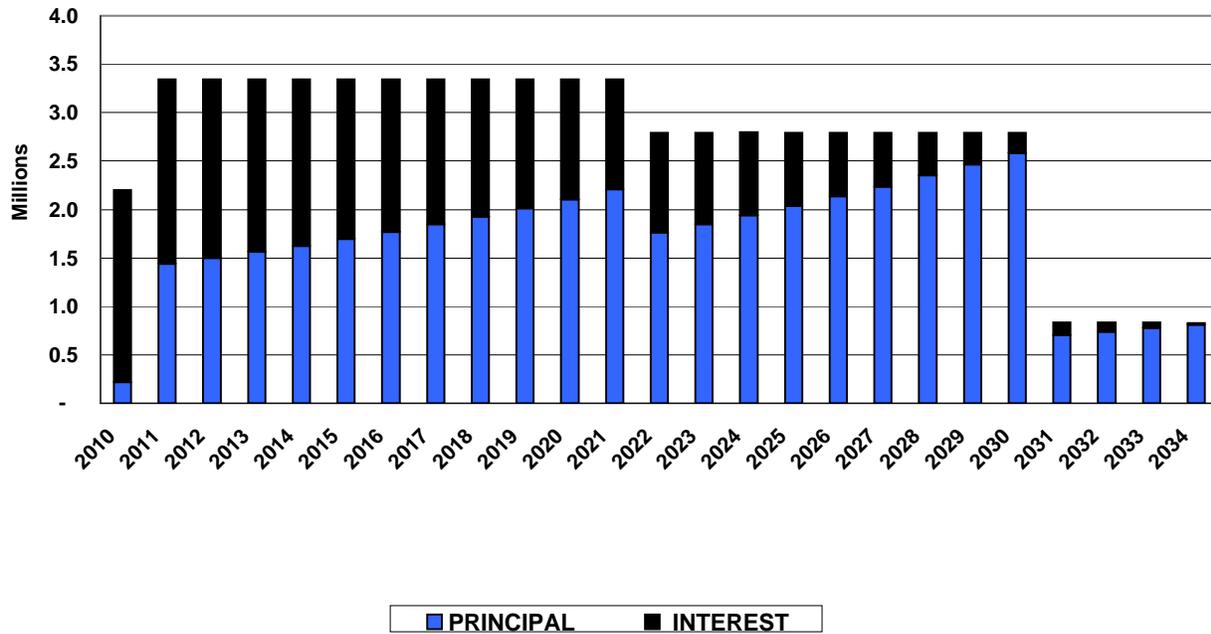
Fiscal Year	Tax Year	General Fund	Debt Service Fund	Total Tax Rate
1999-00	1999	\$0.5542	\$0.0843	\$0.6385
2000-01	2000	\$0.5547	\$0.0838	\$0.6385
2001-02	2001	\$0.5547	\$0.0838	\$0.6385
2002-03	2002	\$0.5547	\$0.0838	\$0.6385
2003-04	2003	\$0.5547	\$0.0838	\$0.6385
2004-05	2004	\$0.5547	\$0.0838	\$0.6385
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
2009-10	2009	\$0.4997	\$0.0800	\$0.5797

Tax Debt Service to Maturity



YEAR	PRINCIPAL	INTEREST	TOTAL
2010	1,631,455	919,361	2,550,817
2011	843,118	820,773	1,663,891
2012	855,235	781,603	1,636,838
2013	892,574	745,326	1,637,900
2014	883,398	707,143	1,590,541
2015	921,108	669,284	1,590,392
2016	963,944	629,327	1,593,272
2017	940,000	587,009	1,527,009
2018	980,000	545,399	1,525,399
2019	1,025,000	502,286	1,527,286
2020	1,065,000	457,666	1,522,666
2021	1,115,000	410,616	1,525,616
2022	1,165,000	361,071	1,526,071
2023	1,215,000	309,161	1,524,161
2024	1,270,000	254,639	1,524,639
2025	1,330,000	197,239	1,527,239
2026	1,390,000	136,837	1,526,837
2027	195,000	100,513	295,513
2028	210,000	89,375	299,375
2029	220,000	77,550	297,550
2030	230,000	65,175	295,175
2031	245,000	52,113	297,113
2032	260,000	38,226	298,226
2033	275,000	23,513	298,513
2034	290,000	7,975	297,975
Total	<u>20,410,834</u>	<u>9,489,178</u>	<u>29,900,012</u>

Revenue Debt Service To Maturity



YEAR	PRINCIPAL	INTEREST	TOTAL
2010	215,000	1,986,014	2,201,014
2011	1,440,000	1,904,689	3,344,689
2012	1,500,000	1,844,388	3,344,388
2013	1,560,000	1,783,356	3,343,356
2014	1,625,000	1,717,794	3,342,794
2015	1,695,000	1,648,874	3,343,874
2016	1,765,000	1,576,345	3,341,345
2017	1,845,000	1,498,976	3,343,976
2018	1,925,000	1,417,136	3,342,136
2019	2,010,000	1,330,614	3,340,614
2020	2,105,000	1,235,315	3,340,315
2021	2,210,000	1,130,576	3,340,576
2022	1,760,000	1,034,102	2,794,102
2023	1,845,000	946,809	2,791,809
2024	1,940,000	854,831	2,794,831
2025	2,035,000	757,836	2,792,836
2026	2,135,000	659,651	2,794,651
2027	2,235,000	556,123	2,791,123
2028	2,350,000	442,855	2,792,855
2029	2,465,000	327,626	2,792,626
2030	2,580,000	210,760	2,790,760
2031	700,000	133,500	833,500
2032	735,000	97,625	832,625
2033	775,000	59,875	834,875
2034	810,000	20,250	830,250
Total	42,260,000	25,175,920	67,435,920

**Sales Tax Revenue Comparison
FY06 through FY10**

Month of Receipt	FY06 Actual	F07 Actual	F08 Actual	FY09 Estimate	FY10 Adopted Budget
December	248,033	276,877	250,722	298,303	279,032
January	241,256	267,543	264,013	255,853	269,773
February	415,238	449,317	439,442	464,418	449,539
March	248,550	276,848	252,870	286,124	279,032
April	234,450	277,662	245,673	252,281	279,803
May	371,578	394,827	370,119	395,728	395,532
June	241,320	282,667	279,300	282,894	284,818
July	263,469	293,728	264,371	264,371	295,620
August	410,327	413,843	406,077	406,077	414,435
September	282,859	263,060	311,949	311,949	265,530
October	295,009	284,512	248,913	248,913	286,747
November	406,608	423,519	434,077	434,077	424,083
Total	\$3,658,697	\$3,904,403	\$3,767,526	\$3,900,988	\$3,923,944

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 FY08 actual; FY09 Original and Amended budgets as well as year-to-date actual thru June; and the FY10 Proposed Budget. The General Fund and Capital Projects Fund are considered to be major funds. The other funds are non-major funds. The funds and a short description are listed below. Additional detail information about each fund is presented prior to each fund schedule.

General Fund

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

Special Revenue Funds

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

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

Tax Debt Service Fund

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

Capital Project Funds

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

1776 Park Trust Fund

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

Proprietary Funds

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

Enterprise Fund

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

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

Internal Service Fund

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

- Vehicle Replacement Fund

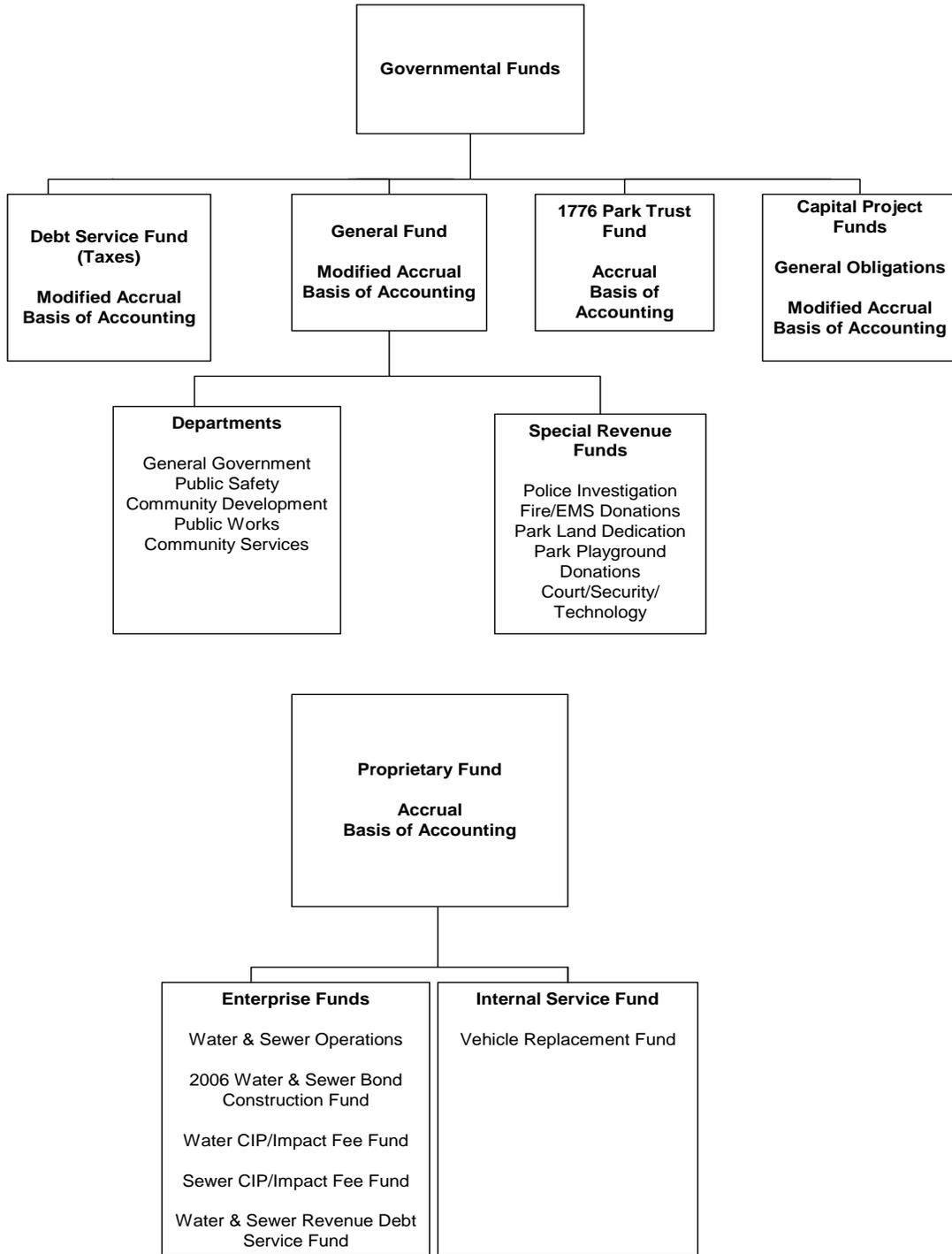
The following table correlates the City's fund uses by functioning unit.

FUND	DEPARTMENT									
	M/CC	CSO	CMO	ASO	PD	FVFD	FMO	CDD	PW	CS
General Operating										
Police Investigation										
Fire/EMS Donations										
Park Land Dedication										
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 and City Council
 CSO – City Secretary's Office
 CMO – City Manager's Office
 ASO – Administrative Services Office
 PD – Police Department

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

Fund Flowchart



General Fund

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

**General Fund (001)
Fund Summary**

	FY 08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
Property Tax	\$10,883,217	\$11,428,949	\$11,428,949	\$11,544,967	\$11,865,661	\$11,599,912
Sales Tax	3,767,526	3,750,000	3,750,000	2,236,650	3,900,988	3,923,944
Franchise	1,317,166	1,345,700	1,345,700	718,599	1,350,380	1,350,440
Mixed Drink	25,429	21,600	21,600	20,450	27,644	24,750
Licenses and Permits	535,128	463,829	463,829	304,439	372,935	276,506
Intergovernmental Revenue	3,787,293	220,311	272,620	5,312,302	5,312,302	162,133
Charges for Services	183,806	194,878	194,878	149,217	197,039	189,528
Fines and Forfeitures	1,108,597	1,124,200	1,124,200	883,786	1,141,637	1,125,051
Interest Earned	467,574	456,088	456,088	82,023	101,862	119,150
Other	302,176	207,490	229,837	575,090	607,039	196,600
Asset Disposition	22,600	0	0	0	0	0
Total Revenues	\$22,400,512	\$19,213,045	\$19,287,701	\$21,827,523	\$24,877,487	\$18,968,014
EXPENDITURES						
Mayor & Council	\$300,412	\$242,011	\$267,053	\$180,986	\$223,170	\$264,928
City Secretary	423,398	440,431	440,431	270,226	358,016	442,852
City Manager	902,730	791,418	875,801	608,330	772,242	806,244
Administrative Services	2,474,363	2,883,973	2,865,384	1,976,459	2,596,303	2,947,439
Police	7,021,131	7,240,398	7,283,668	5,222,964	7,050,461	7,410,936
Friendswood Volunteer Fire Dept	1,174,649	1,169,741	1,217,609	912,165	1,221,767	1,228,643
Fire Marshal	4,042,411	569,087	642,629	5,830,324	5,975,307	604,713
Community Development	995,781	1,128,160	1,137,380	672,956	904,552	1,189,746
Public Works	1,561,090	1,704,566	1,715,225	1,148,708	1,521,093	1,749,680
Library Services	0	0	0	0	0	932,135 *
Community Services	3,352,199	3,411,319	3,458,479	2,463,513	3,392,714	2,610,855
Total Operations	\$22,248,164	\$19,581,104	\$19,903,659	\$19,286,631	\$24,015,625	\$20,188,171
Streets	\$1,247,359	\$700,000	\$1,088,265	\$977,690	\$1,088,265	\$200,000
Drainage	0	13,945	49,875	0	49,875	0
Parks	0	155,500	162,070	6,570	162,070	50,000
Facility	206,084	0	191,561	476,052	191,561	0
Total Improvements	\$1,453,443	\$869,445	\$1,491,771	\$1,460,312	\$1,491,771	\$250,000
Total Expenditures	\$23,701,607	\$20,450,549	\$21,395,430	\$20,746,943	\$25,507,396	\$20,438,171
Operating Transfers In	992,586	1,237,504	1,237,504	937,991	1,237,698	1,102,198
Operating Transfers Out	(5,000)	0	0	0	0	0
Use of Fund Balance	0	0	0	0	0	367,959
Increase (Decrease) in Fund Balance	(\$313,509)	\$0	(\$870,225)	\$2,018,571	\$607,789	\$0
Beginning Fund Balance	\$10,528,125	\$10,214,669	\$10,214,616	\$10,214,616	\$10,214,616	\$10,822,405
Ending Fund Balance	\$10,214,616	\$10,214,669	\$9,344,391	\$12,233,187	\$10,822,405	\$10,822,405

* Prior to FY 2009-10, Library Services was included in the Community Services department.

** Projected fund balance at September 30, 2009 is \$10.8 million. \$266,243 is designated and reserved. Undesignated fund balance is \$10.6 million, which includes a 90-day operating reserve of \$4.8 million, as set forth in the City's financial policies. The reserve is designed "to protect the City's creditworthiness as well as its financial position from unforeseeable emergencies." The policies state that "additional undesignated funds will be allowed to accumulate in a fund designated for future General Fund capital improvements."

Special Revenue Funds

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

Police Investigation Fund

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

Fire/EMS Donation Fund

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

Park Land Dedication Fund

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

Park Playground Fund

This fund was used to account for receipts from donations to construct a new playground at Stevenson Park. The receipts accumulated in the fund until the Community Services department submitted decision packages during the budget preparation process or submitted a request to the City Manager and City Council for a supplemental appropriation to construct the playground. The funds accumulated have been fully expended and this fund will be closed at the end of fiscal year 2008-09.

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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
Federal Government	\$2,760	\$33,242	\$33,242	\$634	\$24,392	\$24,400
State Government	10,960	0	0	8,216	8,216	8,300
Miscellaneous Receipts	0	0	0	0	0	0
Interest	764	768	768	(78)	468	500
Total Revenues	\$14,484	\$34,010	\$34,010	\$8,772	\$33,076	\$33,200
EXPENDITURES						
Public Safety						
Police						
Criminal Investigations	\$15,551	\$38,742	\$38,742	\$38,641	\$38,641	\$38,745
Total Expenditures	\$15,551	38,742	\$38,742	\$38,641	\$38,641	\$38,745
Increase (Decrease) in Fund Balance	(1,067)	(4,732)	(4,732)	(29,869)	(5,565)	(5,545)
Beginning Fund Balance	\$13,716	\$12,649	\$12,649	\$12,649	\$12,649	\$7,084
Ending Fund Balance	\$12,649	\$7,917	\$7,917	(\$17,220)	\$7,084	\$1,539

*

* Decrease in Police Investigation Fund balance of 78% is due to ongoing maintenance of OSSI software implemented in FY 2007-08 and slow release of federal and state seizure funds.

Fire/EMS Donation Fund (131)
Fund Summary

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
Donations	\$234,615	\$186,585	\$186,585	\$163,986	\$239,151	\$242,000
Interest	1,241	932	932	428	\$571	600
Reimbursements	0	0	0	0	0	0
Asset Disposition	0	0	0	0	0	0
Total Revenues	\$235,856	\$187,517	\$187,517	\$164,414	\$239,722	\$242,600
EXPENDITURES						
Public Safety	\$154,373	\$105,765	\$105,765	\$116,325	\$160,709	\$180,100
Debt Service	80,573	81,752	81,752	78,442	78,442	61,900
Total Expenditures	\$234,946	\$187,517	\$187,517	\$194,767	\$239,151	\$242,000
Increase (Decrease) in Fund Balance	910	0	0	(30,353)	571	600
Beginning Fund Balance	\$43,399	\$44,309	\$44,309	\$44,309	\$44,309	\$44,880
Ending Fund Balance	\$44,309	\$44,309	\$44,309	\$13,956	\$44,880	\$45,480

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
Neighborhood Parks Fees	\$1,248	\$0	\$0	\$53,072	\$53,072	\$0
Community Parks Fees	54,300	50,000	50,000	51,000	54,300	54,300
Other Program Fees	0	0	0	0	0	0
Interest Earned	12,498	10,584	10,584	4,116	6,075	6,100
Total Revenues	\$68,046	\$60,584	\$60,584	\$108,188	\$113,447	\$60,400
EXPENDITURES						
Operating Transfers Out	\$6,570	\$186,750	\$186,750	\$186,750	\$186,750	\$50,000
Capital Improvements	0	0	25,570	18,135	25,570	0
Total Expenditures	\$6,570	\$186,750	\$212,320	\$204,885	\$212,320	\$50,000
Increase (Decrease) in Fund Balance	61,476	(126,166)	(151,736)	(96,697)	(98,873)	10,400
Beginning Fund Balance	\$282,712	\$344,188	\$344,188	\$344,188	\$344,188	\$245,315
Ending Fund Balance	\$344,188	\$218,022	\$192,452	\$247,491	\$245,315	\$255,715

*

* The Park Land Dedication Fund balance will be increased by 4% as a result of the following
 Neighborhood Parks Fees revenue increase in FY 2008-09
 Capital improvement projects included in budget for FY 2009-10:
 Operating Transfer from Park Land Dedication Fund to the General Fund for
 Stevenson Park Playground Renovation - Phase IV

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
Donations	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earned	53	\$0	\$0	0	0	0
Total Revenues	\$53	\$0	\$0	\$0	\$0	\$0
EXPENDITURES						
Operating Transfers Out	\$0	\$0	\$0	\$0	\$191	\$0
Total Expenditures	\$0	\$0	\$0	\$0	\$191	\$0
Increase (Decrease) in Fund Balance	53	0	0	0	(191)	0
Beginning Fund Balance	138	191	191	191	191	0
Ending Fund Balance	\$191	\$191	\$191	\$191	\$0	\$0

*

* Park Playground Equipment Fund closed in FY09. Funds totaling \$191 transferred to General Fund.

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
Court Technology Fee	\$30,473	\$33,200	\$38,223	\$20,064	\$26,752	\$27,000
Court Security Fees	22,832	24,900	24,900	15,035	20,047	20,100
Total Revenues	\$53,305	\$58,100	\$63,123	\$35,099	\$46,799	\$47,100
EXPENDITURES						
Court Technology Projects	\$22,805	\$75,461	\$75,461	\$0	\$49,950	\$27,461
Court Security Projects	7,249	3,469	3,469	26,654	35,539	0
Total Expenditures	\$30,054	\$78,930	\$78,930	\$26,654	\$85,489	\$27,461
Operating Transfers Out	\$0	\$49,099	\$49,099	\$0	\$0	\$0
Increase (Decrease) in Fund Balance	\$23,251	(\$20,830)	(\$15,807)	\$8,445	(\$38,690)	\$19,639
Beginning Fund Balance	\$218,826	\$242,077	\$242,077	\$242,077	\$242,077	\$203,387
Ending Fund Balance	\$242,077	\$221,247	\$226,270	\$250,522	\$203,387	\$223,026

* The 8% increase in fund balance in the Court/Technology Fund is due to the following uses:
visual aide equipment for the court room lobby

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 \$0.0800 per \$100 of net assessed value at 100% collection; which will yield approximately \$1,817,167; on an estimated net assessed tax based of \$2,271,459,062.

The total estimated general obligation tax debt presented in this year's budget is \$29,900,012. This amount is less than the debt limit of \$30,664,697 stipulated by the Texas Attorney General's Office and the Home Rule Cities debt limit of \$56,786,477 based on the City's estimated net assessed tax base.

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
REVENUES						
Ad Valorem Taxes	\$1,612,935	\$1,569,525	\$1,569,525	\$1,576,103	\$1,651,103	1,867,167
Interest	76,268	73,712	73,712	24,176	31,176	35,000
Total Revenues	\$1,689,203	\$1,643,237	\$1,643,237	\$1,600,279	\$1,682,279	\$1,902,167
EXPENDITURES						
Debt Service						
Principal	\$929,555	\$1,595,081	\$1,595,081	\$1,531,677	\$1,531,677	1,631,455
Interest	\$781,632	750,015	750,015	392,537	750,015	919,362
Fiscal Agent Fees	600	600	600	300	300	600
Bond Issuance Costs	0	0	0	0	0	0
Total Expenditures	\$1,711,787	\$2,345,696	\$2,345,696	\$1,924,514	\$2,281,992	\$2,551,417
Operating Transfers Out	0	0	0	0	0	0
Increase (Decrease) in Fund Balance	(22,584)	(702,459)	(702,459)	(324,235)	(599,713)	(649,250) *
Beginning Fund Balance	\$1,813,320	\$1,790,736	\$1,790,736	\$1,790,736	\$1,790,736	\$1,191,023
Ending Fund Balance	\$1,790,736	\$1,088,277	\$1,088,277	\$1,466,501	\$1,191,023	\$541,773

*

* Planned use of fund balance.

Tax debt service fund balance will be reduced by 54% to make ongoing debt service payments on the 2003 and 2005 General Obligation Bonds and tax debt supported capital expenditures purchased FY09 (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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Revenues						
Interest Earned	\$3,584	\$0	\$0	\$0	\$0	\$0
Bond Proceeds	0	0	0	0	0	0
Total Revenues	\$3,584	\$0	\$0	\$0	\$0	\$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	\$3,584	\$0	\$0	\$0	\$0	\$0
Expenditures						
Capital Improvements						
Public Works						
Streets & Drainage	\$151,466	\$0	\$0	\$0	\$0	\$0
Parks						
Centennial Park	0	0	0	0	0	0
Facilities						
New Fire Station #4	26,912	0	0	654	654	0
Public Safety Facilities	41,586	0	0	0	0	0
Total Expenditures	\$219,964	\$0	\$0	\$654	\$654	\$0

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Revenues						
Interest Earned	\$76,251	\$0	\$0	\$2,340	\$2,540	\$0
Bond Proceeds	0	0	0	0	0	0
Other	2,543	0	0	0	0	0
Total Revenues	\$78,794	\$0	\$0	\$2,340	\$2,540	\$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	\$78,794	\$0	\$0	\$2,340	\$2,540	\$0
Expenditures						
Capital Improvements						
Public Works						
Streets & Drainage	\$1,509,352	\$0	\$211,671	\$183,967	\$183,967	\$0
Parks						
Centennial Park	0	0	0	0	0	0
Facilities						
New Fire Station #4	1,502,414	0	11,817	31,816	31,816	0
Public Safety Facilities	27,788	0	0	0	0	0
Total Expenditures	\$3,039,554	\$0	\$223,488	\$215,783	\$215,783	\$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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
OTHER FINANCING SOURCES						
Interest Earned	\$1,169	\$1,032	\$1,032	\$343	\$600	\$600
Total Other Financing Sources	\$1,169	\$1,032	\$1,032	\$343	\$600	\$600
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	1,169	1,032	1,032	343	600	600
Beginning Fund Balance	28,901	30,070	30,070	30,070	30,070	30,670
Ending Fund Balance	\$30,070	\$31,102	\$31,102	\$30,413	\$30,670	\$31,270

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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
OPERATING REVENUES						
Water Revenues	\$4,338,284	\$4,711,712	\$4,711,712	\$3,465,791	\$6,084,211	\$5,365,040
Sewer Revenues	3,488,078	3,832,042	3,832,042	2,773,140	4,766,924	3,937,341
Administrative Fees	201,915	168,980	168,980	159,311	213,583	216,000
Sale of Water Meters	39,730	30,000	30,000	29,085	35,000	35,000
Miscellaneous Receipts	19	0	0	0	0	0
Interest	0	0	0	0	0	0
Total Revenues	\$8,068,026	\$8,742,734	\$8,742,734	\$6,427,327	\$11,099,718	\$9,553,381
OPERATING EXPENSES						
Administrative Services	\$294,864	\$381,675	\$381,675	\$256,944	\$342,592	\$381,382
Community Development	300,049	301,141	318,782	199,754	266,137	267,407
Public Works Administration	50,163	53,397	53,397	40,077	50,878	55,395
Water Operations	1,680,103	2,161,407	2,166,807	1,287,117	2,166,807	2,147,499
Sewer Operations	2,129,980	2,297,949	2,299,359	1,388,251	2,299,359	2,390,682
Utility Customer Service	164,887	170,551	170,551	116,314	154,610	167,670
Public Works - Total	4,025,133	4,683,304	4,690,114	2,831,759	4,671,654	4,761,246
Total Expenditures	\$4,620,046	\$5,366,120	\$5,390,571	\$3,288,457	\$5,280,383	\$5,410,035
Operating Income	3,447,980	\$3,376,614	3,352,163	3,138,870	5,819,335	4,143,346
NON-OPERATING REVENUES (EXPENSES)						
Interest Earned	\$205,530	\$96,000	\$96,000	\$49,791	\$66,387	\$57,000
Gain on sale of capital assets	0	0	0	0	0	0
Rental Revenue	0	0	0	0	0	0
Capital Improvements	(640,459)	(330,000)	(330,000)	(326,965)	(326,965)	(300,000)
Operating Transfers In/(Out)	(6,048,797)	(3,141,589)	(3,401,919)	(2,354,723)	(3,401,919)	(3,256,212)
Reserves (Phase In)	0	0	0	0	0	(170,000)
Total Non Operating	(\$6,483,726)	(\$3,375,589)	(\$3,635,919)	(\$2,631,897)	(\$3,662,497)	(\$3,669,212)
Net Income	(3,035,746)	1,025	(283,756)	506,973	2,156,838	474,134
Beginning Retained Earnings	\$8,033,354	\$4,997,608	\$4,997,608	\$4,997,608	\$4,997,608	\$7,154,446
Ending Retained Earnings	\$4,997,608	\$4,998,633	\$4,713,852	\$5,504,581	\$7,154,446	\$7,628,580

*

**The projected retained earnings at September 30, 2009 is \$7.15 million. Changes in the amount of debt borrowed and cash reserve requirements phase in has resulted in retained earnings balance that is greater than anticipated. The balance includes a 90-day operating reserve of \$2.17 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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
NON-OPERATING REVENUES						
Interest Earned	\$279,686	\$0	\$0	\$23,666	\$23,666	\$0
Tranfers from WS Rev Debt	3,500,000	0	250,000	250,000	250,000	0
Miscellaneous	1,875	0	0	0	0	0
Total Revenues	\$3,781,561	\$0	\$250,000	\$273,666	\$273,666	\$0
CAPITAL FINANCING ACTIVITIES						
Capital Improvements						
Public Works						
Distribution System Imprv	9,842,560	\$0	\$43,449	\$943,689	\$1,137,224	\$0
Collection System Imprv	271,896	0	843,363	2,450,780	2,450,780	0
Total Expenditures	\$10,114,457	\$0	\$886,812	\$3,394,469	\$3,588,004	\$0
NON-OPERATING EXPENSES						
Operating Transfers Out	\$417,450	\$0	\$0	\$0	\$0	\$0
Total Non-Operating Expenses	\$417,450	\$0	\$0	\$0	\$0	\$0
Net Income	(\$6,750,346)	\$0	(\$636,812)	(\$3,120,803)	(\$3,314,338)	\$0
Beginning Retained Earnings	\$10,064,684	\$3,314,338	\$3,314,338	\$3,314,338	\$3,314,338	\$0
Ending Retained Earnings	\$3,314,338	\$3,314,338	\$2,677,526	\$193,535	\$0	\$0

*

* Water & Sewer Bond Construction Fund retained earnings depleted in FY09 to complete water and sewer capital improvement projects funded by the 2006 water & sewer revenue bond issuance.

Water and Sewer CIP/Impact Fee Funds

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

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

Water CIP/Impact Fee Fund

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

Sewer CIP/Impact Fee Fund

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

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
NON-OPERATING REVENUES						
Impact Fees	\$367,048	\$283,800	\$283,800	\$152,435	\$193,113	\$184,900
Interest	2,150	1,000	1,000	406	500	500
Miscellaneous	0	0	0	0	0	0
Total Non-Operating Revenues	\$369,198	\$284,800	\$284,800	\$152,841	\$193,613	\$185,400
NON-OPERATING EXPENSES						
Operating Transfers Out	\$370,816	\$283,800	\$283,800	\$162,822	\$151,725	\$0
Total Non-Operating Expenses	\$370,816	\$283,800	\$283,800	\$162,822	\$151,725	\$0
Net Income	(\$1,618)	\$1,000	\$1,000	(\$9,981)	\$41,888	\$185,400
Beginning Retained Earnings	\$11,559	\$9,941	\$9,941	\$9,941	\$9,941	\$51,829
Ending Retained Earnings	\$9,941	\$10,941	\$10,941	(\$40)	\$51,829	\$237,229

*

* Significant increase to Retained Earnings due to exclusion of operating transfer out to water/sewer debt fund.

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
NON-OPERATING REVENUES						
Impact Fees	\$187,598	\$145,050	\$145,050	\$87,849	\$116,229	\$129,000
Interest	1,245	1,000	1,000	379	500	500
Miscellaneous	0	0	0	0	0	0
Operating Transfers In	0	0	0	0	0	0
Total Revenues	\$188,843	\$146,050	\$146,050	\$88,228	\$116,729	\$129,500
NON-OPERATING EXPENSES						
Operating Transfers Out	\$184,696	\$145,050	\$145,050	\$105,556	\$96,700	\$0
Total Expenditures	\$184,696	\$145,050	\$145,050	\$105,556	\$96,700	\$0
Net Income	\$4,147	\$1,000	\$1,000	(\$17,328)	\$20,029	\$129,500
Beginning Retained Earnings	\$13,158	\$17,305	\$17,305	\$17,305	\$17,305	\$37,334
Ending Retained Earnings	\$17,305	\$18,305	\$18,305	(\$23)	\$37,334	\$166,834

*

* Significant increase to Retained Earnings due to exclusion of operating transfer out to water/sewer debt fund.

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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
NON-OPERATING REVENUES						
Interest	\$43,144	\$20,000	\$20,000	\$4,948	\$6,597	\$5,000
Operating Transfers In	2,540,744	2,568,784	2,568,784	1,873,328	1,567,465	2,374,515
Total Revenues	\$2,583,888	\$2,588,784	\$2,588,784	\$1,878,276	\$1,574,062	\$2,379,515
NON-OPERATING EXPENSES						
Debt Service						
Principal	\$670,000	\$430,000	\$430,000	\$215,000	\$215,000	\$215,000
Interest	1,455,718	2,204,784	2,204,784	712,516	1,418,465	1,986,015
Fiscal Agent Fees	2,800	4,000	4,000	2,300	4,000	3,500
Issuance Costs	1,000	0	0	9,500	9,500	0
Total Expenditures	\$2,129,518	\$2,638,784	\$2,638,784	\$939,316	\$1,646,965	\$2,204,515
Net Income	\$454,370	(\$50,000)	(\$50,000)	\$938,960	(\$72,903)	\$175,000
Beginning Retained Earnings	\$0	\$454,370	\$454,370	\$454,370	\$454,370	\$381,467
Ending Retained Earnings	\$454,370	\$404,370	\$404,370	\$1,393,330	\$381,467	\$556,467

* Retained earnings in the Water and Sewer Debt Service fund will increase by 46% due to principal payment savings from bond issuance date being later than expected in FY 2009.

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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
OPERATING REVENUES						
Department Lease Revenues	\$316,651	\$317,051	\$317,051	\$239,119	\$317,051	\$317,051
Asset Disposition	9,344	0	0	0	0	0
Insurance Reimbursements	7,491	0	0	0	0	0
Interest	8,899	3,940	3,940	4,030	5,373	5,400
Total Revenues	\$342,385	\$320,991	\$320,991	\$243,149	\$322,424	\$322,451
OPERATING EXPENSES						
Vehicle Replacement Plan						
Vehicle Equipment	\$250,452	\$281,034	\$281,034	\$119,450	\$281,034	\$471,630
Total Expenditures	\$250,452	\$281,034	\$281,034	\$119,450	\$281,034	\$471,630
Operating Income	\$91,933	\$39,957	\$39,957	\$123,699	\$41,390	(\$149,179)
Beginning Retained Earnings	\$818,101	\$910,034	\$910,034	\$910,034	\$910,034	\$951,424
Ending Retained Earnings	\$910,034	\$949,991	\$949,991	\$1,033,733	\$951,424	\$802,245

- * VRP fund balance is being reduced by 15% due to equipment for vehicles being included in the replacement cost.
- * The net value of the assets included in the retaining earnings balance is \$440,573.
- * This year's budget includes the following vehicle replacements:
7 Patrol vehicles, 1 Animal Control truck, 2 Fire Marshal trucks and 3 Public Works trucks

Mayor and Council

Mission Statement

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

Current Operations

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

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

Highlights of the Budget

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 to continue grant writing services being provided by the Riveron Law Firm. The Firm's representative will act as Special Counsel to City in the areas of project development consulting and legal services for strategic funding plans. The City also established a contract with The Management Connection to provide facilitator services during City Council and staff retreats during FY09. This service will continue in FY10.

Decision Packages (Funded)

City Council/Staff retreat facilitator services (cost shared with City Manager's Office)	Ongoing	\$17,500
Grant consulting services (1 year contract)	One-time	\$65,000

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Meetings Held	46	37	44	44
Action Items	115	112	100	100
Consent Items	110	87	90	90
Executive Sessions	20	60	62	40
Public Hearings	24	54	31	32

**Mayor and Council
Department Summary**

EXPENDITURE BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Mayor and Council	300,414	242,011	267,053	180,986	243,670	264,928	9.5%
Department Total	\$300,414	\$242,011	\$267,053	\$180,986	\$243,670	\$264,928	9.5%

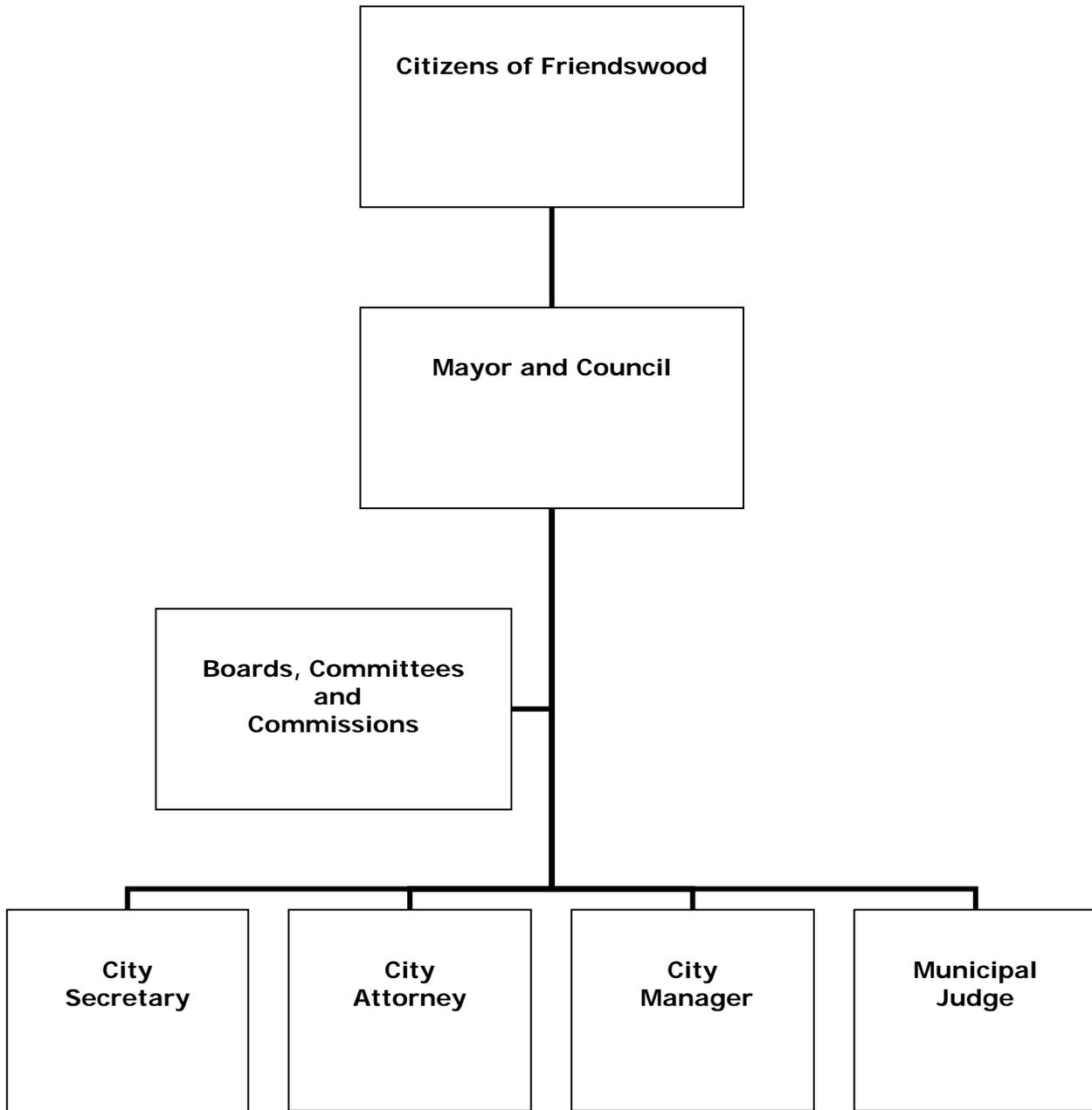
EXPENDITURE BY CLASSIFICATION

Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	0	299	299	0	0	299	0.0%
Supplies	3,848	5,611	5,611	2,367	3,156	5,611	0.0%
Maintenance	0	0	0	0	0	0	0.0%
Services	296,566	236,101	261,143	178,619	240,514	259,018	9.7%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$300,414	\$242,011	\$267,053	\$180,986	\$243,670	\$264,928	9.5%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 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	\$462	\$735	\$735	\$456	\$608	\$735
54-00 OPERATING SUPPLIES	3,386	2,686	2,686	1,833	2,444	2,686
58-00 OPERATING EQUIPMENT <\$5,000	0	2,190	2,190	78	104	2,190
Subtotal of SUPPLIES	\$3,848	\$5,611	\$5,611	\$2,367	\$3,156	\$5,611
71-10 LEGAL SERVICES	\$255,266	\$138,542	\$138,542	\$88,531	\$138,542	\$138,542
71-19 OTHER LEGAL SERVICES	5,791	0	5,802	5,801	5,801	0
71-90 OTHER PROFESSIONAL SERVICES	5,417	59,583	61,323	56,180	61,323	65,000
73-22 LAW ENFORCEMENT INSURANCE	0	0	0	0	0	0
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	1,510	4,441	4,441	214	285	4,441
74-01 POSTAL AND COURIER SERVICES	34	0	0	0	0	0
75-10 TRAINING	7,090	1,818	19,318	13,623	18,164	19,318
75-20 TRAVEL REIMBURSEMENTS	4,626	6,662	6,662	5,280	7,040	6,662
75-30 MEMBERSHIPS	7,563	4,562	4,562	7,880	7,880	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	9,269	20,493	20,493	1,110	1,480	20,493
Subtotal of SERVICES	\$296,566	\$236,101	\$261,143	\$178,619	\$240,514	\$259,018
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	\$300,414	\$242,011	\$267,053	\$180,986	\$243,670	\$264,928

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 other interested parties in accordance with State law, charter of the City of Friendswood and other rules and regulations as adopted.

Current Operations

Municipal Clerk

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

Services provided by the City Secretary's office focus on administrative, public relations, records (internal and external), elections and providing information to citizens of Friendswood, elected officials and 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. This budget year we anticipate conducting a general election for the City and Galveston County Consolidated Drainage District and provide election services for FISD School Board elections.

Records Management Program

A records storage area is part of the Public Safety Building that houses Police, Municipal Court and Fire Marshal/Emergency Operations Center Records. Discussions have been ongoing regarding projecting and planning for a second records storage center to replace the existing records storage center for the City Manager's office, Administrative Services, Community Services, Public Works, Community Development, Library, and City Secretary's office. An architectural study was conducted in 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. Discussion is ongoing by Council to determine funding options for a records center facility. 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 also to the new Public Safety Building.

In the FY2007/2008 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

The ongoing program is to continue a 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.

In FY2007/2008 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.

Decision Packages (Funded)

Election equipment & annual maintenance (funded in ASO – IT budget)	One-time Cost	\$2,239
	Ongoing Cost	\$860
Open Records Request software & annual support	One-time Cost	\$7,415
	Ongoing Cost	\$4,740

Decision Packages (unfunded)

Mayor & Council Coordinator (0.67 FTE)	Ongoing Cost	\$30,615
Records Mgt. contract organization software & annual support	One-time Cost	\$6,450
	Ongoing Cost	\$1,290

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Elections	3	4	3	3

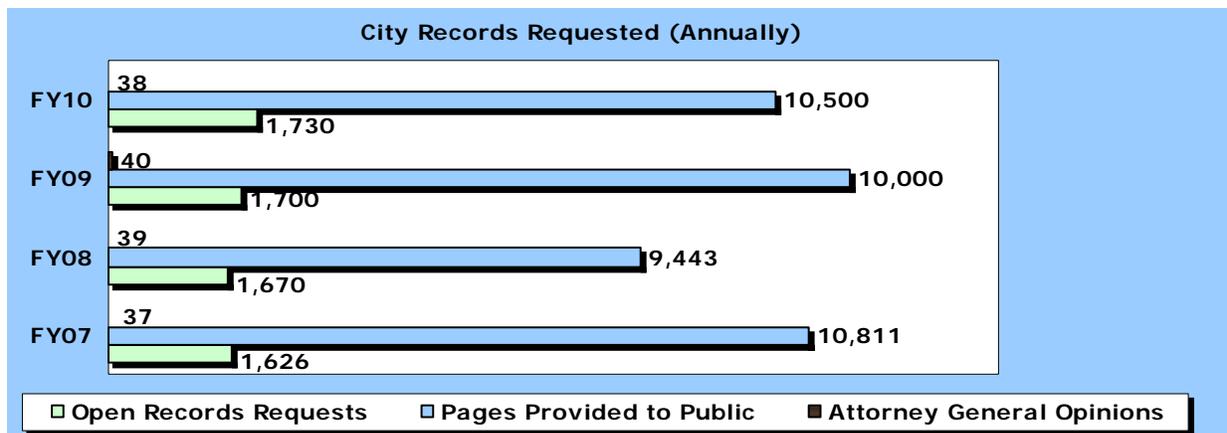
Trend: All elections were achieved without challenges. No irregularities were determined at any election. The electronic election equipment has increased the efficiency of the election process.

Goal 2 (correlates with City Goal 1)

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

Objective A:

Records Management Program - To provide city information to requestors timely, efficiently and according to State law



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

Goal 3 (correlates with City Goal 6)

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

Objective A:

The 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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 City Council Meetings and Commission, Committee and Board Meetings on the City’s website, open records requests form available on the website, voting and election information and results on the website, volunteer committee forms and paperless agenda packets.

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Alcohol permits	47	30	32	60
Bids Administered	17	12	15	16
Contracts	89	150	125	100
Copies made	20,315	15,618	24,000	26,000
Liens-filed	13	0	10	10
Notices posted-Council	41	42	45	50
Notices posted-others	133	118	120	130
Indexes of Records	38	40	41	42
Ordinances	21	48	30	30
Ordinances, Bids, Notices published	88	82	85	85
Resolutions	43	103	75	75

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Executive Sessions held	38	27	40	40
Public Hearings	20	48	40	40
Regular Meetings	24	23	24	24
Special Meetings	15	14	20	20
Pages of minutes	233	225	230	230
Special Sessions/Work Sessions	76	81	90	90

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	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Municipal Clerk	277,770	286,994	286,994	200,710	267,185	310,440	8.2%
Election Services	27,354	33,196	33,196	6,881	7,366	18,212	-45.1%
Records Management	118,275	120,241	120,241	62,635	83,465	114,200	-5.0%
Department Total	\$423,399	\$440,431	\$440,431	\$270,226	\$358,016	\$442,852	0.5%

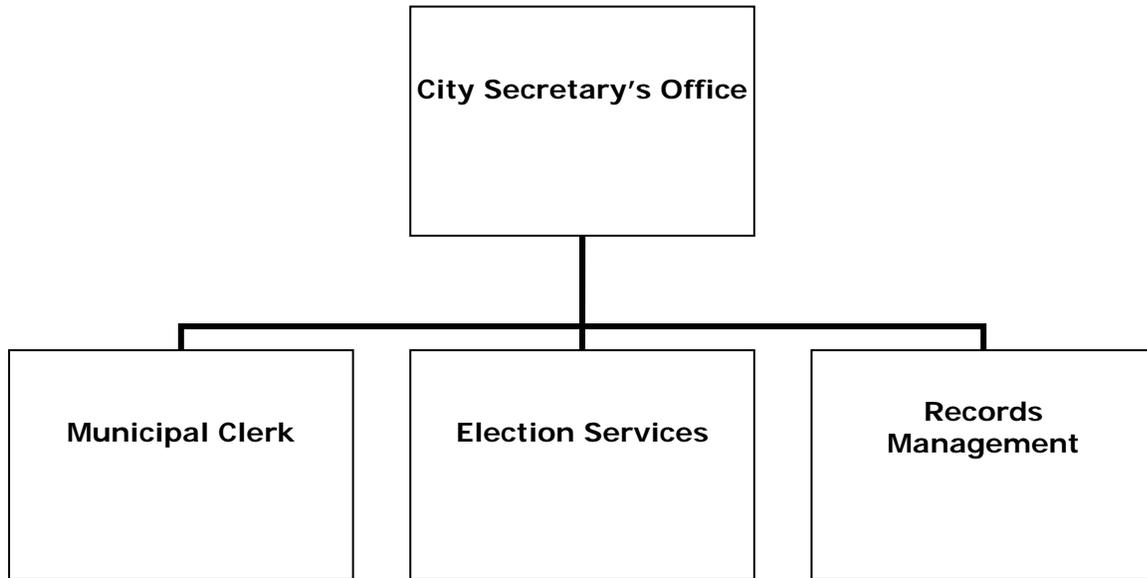
EXPENDITURE BY CLASSIFICATION

Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	336,984	366,467	366,467	245,205	325,868	379,613	3.6%
Supplies	19,781	17,126	17,126	5,198	6,230	11,826	-30.9%
Maintenance	0	140	140	0	0	140	0.0%
Services	66,634	56,698	56,698	19,823	25,918	51,273	-9.6%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$423,399	\$440,431	\$440,431	\$270,226	\$358,016	\$442,852	0.5%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Municipal Clerk	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Election Services	0.2	0.2	0.2	0.2	0.2	0.2	0.0%
Records Management	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Department Total	5.2	5.2	5.2	5.2	5.2	5.2	0.0%

City Secretary's Office



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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$179,081	\$185,819	\$185,819	\$129,745	\$172,993	\$201,417
41-30 OVERTIME PAY	6,801	5,559	5,559	3,608	4,811	5,559
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,900	2,090	2,090	2,075	2,075	2,270
41-44 VEHICLE ALLOWANCE	3,683	5,400	5,400	3,893	5,400	5,400
41-45 INCENTIVE-CERTIFICATE PAY	1,250	1,800	1,800	2,075	2,767	2,820
41-49 CELL PHONE ALLOWANCE	1,037	1,020	1,020	706	1,020	1,020
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	14,157	15,117	15,117	10,649	14,199	16,459
47-20 TMRS RETIREMENT FUND	25,743	27,270	27,270	19,472	25,963	32,476
48-10 HEALTH/DENTAL INSURANCE	13,997	16,081	16,081	10,761	14,348	16,081
48-20 LIFE INSURANCE	461	400	400	384	512	436
48-30 DISABILITY INSURANCE	784	821	821	803	1,071	895
48-40 WORKERS COMP INSURANCE	385	281	281	213	284	271
48-50 EAP SERVICES	166	171	171	129	172	171
48-90 FLEX PLAN ADMINISTRATION	222	186	186	149	199	186
Subtotal of PERSONNEL	\$249,667	\$262,015	\$262,015	\$184,662	\$245,812	\$285,461
51-00 OFFICE SUPPLIES	\$4,382	\$4,528	\$4,528	\$1,304	\$1,739	\$4,528
54-00 OPERATING SUPPLIES	776	550	550	30	40	550
58-00 OPERATING EQUIPMENT <\$5,000	0	345	345	0	0	345
Subtotal of SUPPLIES	\$5,158	\$5,423	\$5,423	\$1,334	\$1,779	\$5,423
68-00 EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
73-50 SURETY BONDS	\$71	\$75	\$75	\$71	\$71	75
74-00 OPERATING SERVICES	381	4,765	4,765	776	1,035	4,765
74-01 POSTAL AND COURIER SERVICES	2,332	2,120	2,120	1,419	1,892	2,120
74-11 PROFESSIONAL/CODE SERVICE	0	0	0	0	0	0
74-91 ADVERTISING/PUBLIC NOTICE	2,833	2,822	2,822	0	0	2,822
74-97 RECRUITMENT ADVERTISING	216	0	0	0	0	0
75-10 TRAINING	3,246	4,204	4,204	2,680	3,573	4,204
75-20 TRAVEL REIMBURSEMENTS	4,134	4,479	4,479	5,263	7,017	4,479
75-30 MEMBERSHIPS	1,428	1,091	1,091	813	1,084	1,091
78-00 CONTRACT SERVICES	8,304	0	0	3,692	4,923	0
78-30 RENTAL	0	0	0	0	0	0
Subtotal of SERVICES	\$22,945	\$19,556	\$19,556	\$14,714	\$19,595	\$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	\$277,770	\$286,994	\$286,994	\$200,710	\$267,185	\$310,440

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$867	\$0	\$0	\$1,339	\$1,339	\$0
41-30 OVERTIME PAY	3,939	1,184	1,184	0	0	1,184
42-20 PART-TIME WAGES	3,075	6,271	6,271	282	282	1,996
47-10 SOCIAL SECURITY/MEDICARE	592	243	243	84	84	243
47-20 TMRS RETIREMENT FUND	646	163	163	159	159	179
48-40 WORKERS COMP INSURANCE	6	2	2	0	1	2
Subtotal of PERSONNEL	\$9,125	\$7,863	\$7,863	\$1,864	\$1,865	\$3,604
54-00 OPERATING SUPPLIES	\$7,217	\$10,655	\$10,655	\$3,553	\$4,037	\$5,355
58-00 OPERATING EQUIPMENT <\$5,000	5,999	122	122	0	0	122
Subtotal of SUPPLIES	\$13,216	\$10,777	\$10,777	\$3,553	\$4,037	\$5,477
67-00 COMPUTER EQUIP MAINT	\$0	\$140	\$140	\$0	\$0	\$140
Subtotal of MAINTENANCE	\$0	\$140	\$140	\$0	\$0	\$140
74-01 POSTAL/COURIER SERVICES	\$173	\$271	\$271	\$29	\$29	\$0
74-91 ADVERTISING/PUBLIC NOTICE	0	212	212	0	0	212
75-10 TRAINING	95	116	116	95	95	116
75-20 TRAVEL REIMBURSEMENTS	155	222	222	0	0	222
78-00 CONTRACT SERVICES	4,590	8,681	8,681	1,340	1,340	3,527
78-30 RENTAL	0	4,914	4,914	0	0	4,914
Subtotal of SERVICES	\$5,013	\$14,416	\$14,416	\$1,464	\$1,463	\$8,991
Totals for ELECTION SERVICES	\$27,354	\$33,196	\$33,196	\$6,881	\$7,366	\$18,212

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$52,035	\$60,023	\$60,023	\$41,673	\$55,564	\$61,729
41-30 OVERTIME PAY	3,583	4,440	4,440	988	1,317	4,440
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	85	150	150	145	145	290
41-45 INCENTIVE-CERTIFICATE PAY	275	300	300	1,150	1,533	1,500
41-90 ACCRUED PAYROLL	876	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,115	4,918	4,918	3,030	4,040	5,177
47-20 TMRS RETIREMENT FUND	7,556	8,871	8,871	6,025	8,033	10,215
48-10 HEALTH/DENTAL INSURANCE	8,982	17,239	17,239	5,053	6,737	6,543
48-20 LIFE INSURANCE	149	131	131	130	173	135
48-30 DISABILITY INSURANCE	245	268	268	264	352	278
48-40 WORKERS COMP INSURANCE	109	96	96	66	88	88
48-50 EAP SERVICES	110	114	114	84	112	114
48-90 FLEX PLAN ADMINISTRATION	72	39	39	71	95	39
Subtotal of PERSONNEL	\$78,192	\$96,589	\$96,589	\$58,679	\$78,191	\$90,548
51-00 OFFICE SUPPLIES	\$115	\$329	\$329	\$311	\$415	\$329
54-00 OPERATING SUPPLIES	16	109	109	0	0	109
58-00 OPERATING EQUIPMENT <\$5,000	1,276	488	488	0	0	488
Subtotal of SUPPLIES	\$1,407	\$926	\$926	\$311	\$415	\$926
74-00 OPERATING SERVICES	\$2,071	\$9,027	\$9,027	\$0	\$0	\$9,027
74-11 PROFESSIONAL/CODE SVC	32,682	8,641	8,641	0	0	8,641
75-10 TRAINING	120	74	74	45	60	74
75-20 TRAVEL REIMBURSEMENTS	563	631	631	0	0	631
75-30 MEMBERSHIPS	0	74	74	0	0	74
78-00 CONTRACT SERVICES	3,240	4,279	4,279	3,600	4,800	4,279
Subtotal of SERVICES	\$38,676	\$22,726	\$22,726	\$3,645	\$4,860	\$22,726
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Totals for RECORDS MANAGEMENT	\$118,275	\$120,241	\$120,241	\$62,635	\$83,465	\$114,200

City Manager

Mission Statement

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

Current Operations

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

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

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

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

Highlights of the Budget

The FY 2009-10 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 fourth year that the City's new PEG channel is utilized, and the third full year that City Council meetings will be televised on the channel. It will also mark the second full year that the City's upgraded multi-camera system is operational in the City Council chamber, and the first full year that an upgraded audio system is utilized in the City Council chamber. The goal of the PEG channel is to communicate with residents about City related programs, meetings, services, events, job postings, and emergency information.

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.

Decision Packages (Funded)

Household Hazardous Waste Disposal contract (funded in Public Works)	Ongoing	\$11,300
City Council/Staff retreat facilitator services (cost shared by Mayor/Council)	Ongoing	\$17,500

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Long-Range Planning Sessions Conducted with City Council	1	2	2	4
Long-Ranging Planning Meetings with Senior Staff	4	5	4	4

Objective B:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Agenda Preparation (# of agenda items)	370	360	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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Information requests completed for other agencies	12	12	12	12

Goal 3 (correlates with City Goal 1)

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

Objective A:

Promote interaction and collaboration with Friendswood citizens and civic associations.

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Requests for staff representation at association meetings	12	12	10	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	185	190	190	200

Objective B:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Releases, advisories, or tip sheets prepared	150	140	140	140
Monthly "visits" to the City's website	Not tracked	Not tracked	19,000	21,000

Objective C:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Surveys and "straw polls" conducted	--	--	--	--
Focus on Friendswood newsletter editions	3	4	4	4
City Meetings Broadcast on PEG channel	18	36	48	50

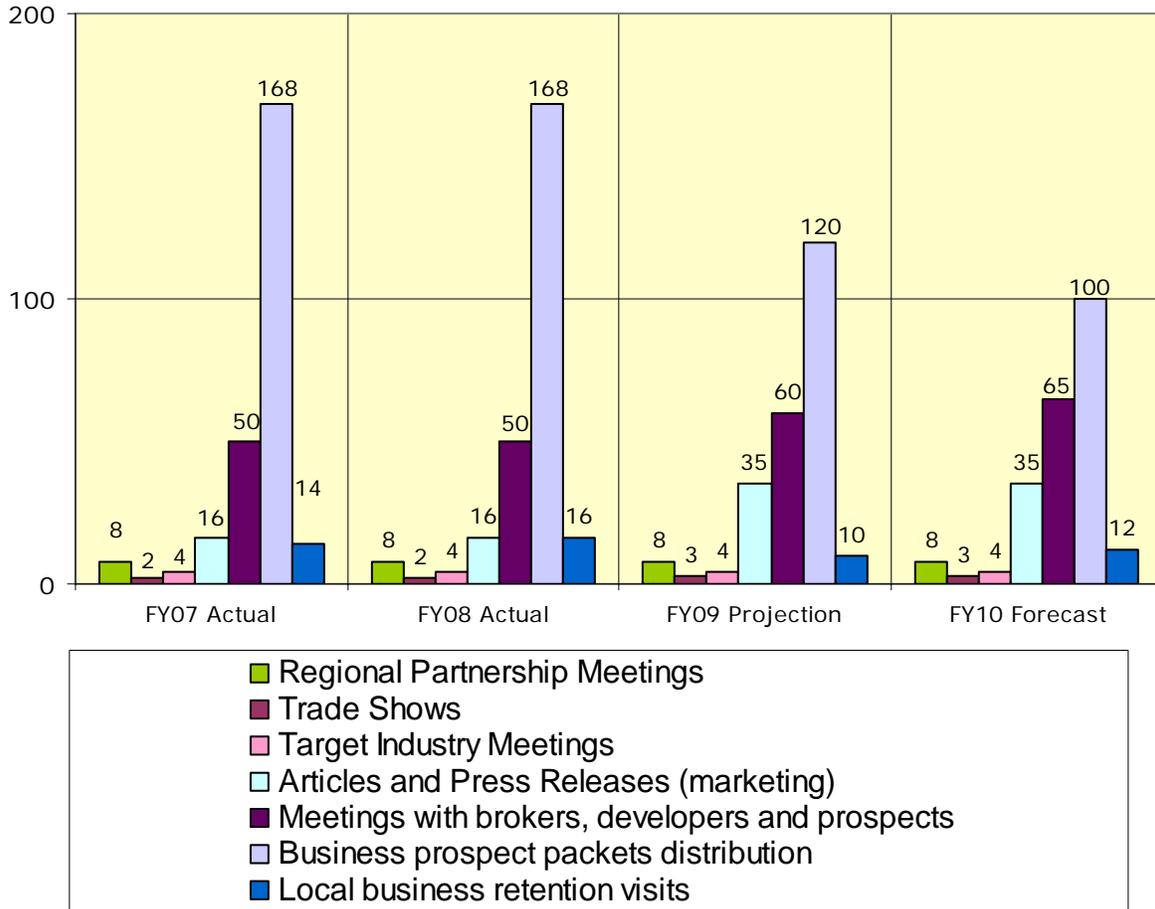
Goal 4 (correlates with City Goals 2 & 4)

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
CEDC meetings attended	12	12	16	14

**City Manager's Office
Department Summary**

EXPENDITURE BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	691,588	543,765	579,651	381,385	504,336	557,316	2.5%
Economic Development	211,144	247,653	296,150	226,945	267,908	248,928	0.5%
Department Total	\$902,732	\$791,418	\$875,801	\$608,330	\$772,244	\$806,244	1.9%

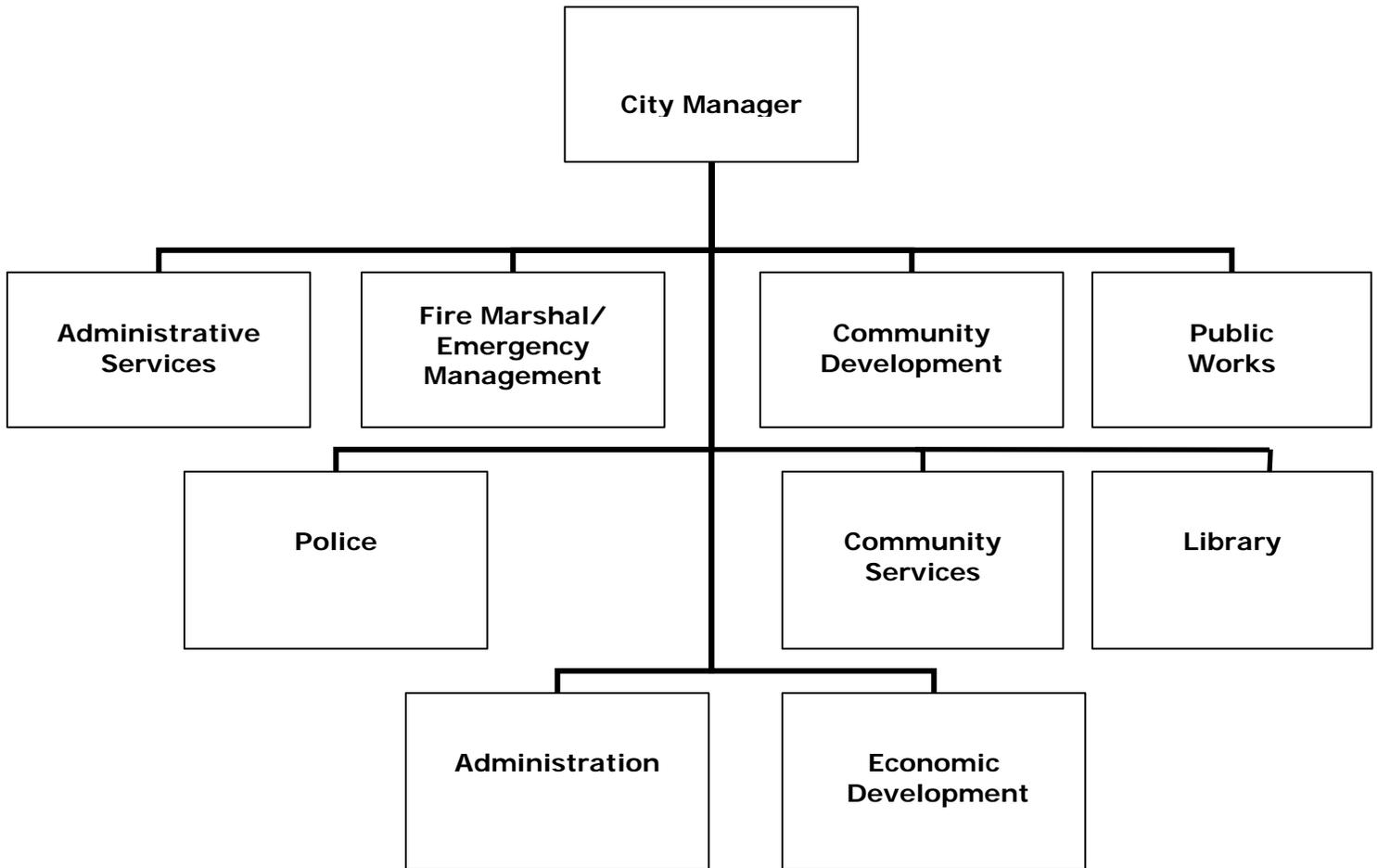
EXPENDITURE BY CLASSIFICATION

Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	690,181	562,213	562,213	403,972	537,644	569,539	1.3%
Supplies	11,817	25,422	26,922	9,001	12,001	25,422	0.0%
Maintenance	0	0	0	0	0	0	0.0%
Services	174,452	193,783	276,666	185,305	212,545	211,283	9.0%
Capital Outlay	26,282	10,000	10,000	10,052	10,052	0	-100.0%
Department Total	\$902,732	\$791,418	\$875,801	\$608,330	\$772,242	\$806,244	-7.9%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	4.5	5.0	4.5	4.5	4.5	4.5	-10.0%
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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$431,283	\$303,464	\$303,464	\$215,019	\$286,692	\$302,960
41-20 PART-TIME WAGES	0	0	0	0	0	0
41-30 OVERTIME PAY	5,905	4,938	4,938	3,164	4,219	4,938
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,155	2,410	2,410	2,395	2,395	2,845
41-44 VEHICLE ALLOWANCE	7,678	11,400	11,400	7,785	10,380	11,400
41-45 INCENTIVE-CERTIFICATE PAY	1,875	3,000	3,000	4,500	6,000	3,900
41-49 CELL PHONE ALLOWANCE	1,749	2,040	2,040	1,691	2,255	2,460
40-60 MOVING ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	9,760	10,884	10,884	7,671	10,228	10,884
47-10 SOCIAL SECURITY/MEDICARE	27,126	25,262	25,262	15,904	21,205	25,499
47-20 TMRS RETIREMENT FUND	59,827	44,069	44,069	32,145	42,860	48,672
47-31 ANNUAL 457 CONTRIBUTION	0	0	0	0	0	0
48-10 HEALTH/DENTAL INSURANCE	20,620	25,216	25,216	20,885	27,847	25,216
48-20 LIFE INSURANCE	736	650	650	619	825	653
48-30 DISABILITY INSURANCE	1,239	1,336	1,336	1,291	1,721	1,342
48-40 WORKERS COMP INSURANCE	588	451	451	363	484	402
48-50 EAP SERVICES	214	342	342	169	225	342
48-90 FLEX PLAN ADMINISTRATION	290	141	141	212	283	141
Subtotal of PERSONNEL	\$570,045	\$435,603	\$435,603	\$313,813	\$417,619	\$441,654
51-00 OFFICE SUPPLIES	\$2,393	\$4,802	\$4,802	\$2,372	\$3,163	\$4,802
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	1,060	1,167	1,167	806	1,075	1,167
58-00 OPERATING EQUIPMENT <\$5,000	4,357	0	0	0	0	0
Subtotal of SUPPLIES	\$7,810	\$5,969	\$5,969	\$3,178	\$4,237	\$5,969
71-60 EXECUTIVE SEARCH SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	2,578	2,650	2,650	1,242	1,656	2,650
74-01 POSTAL AND COURIER SERVICES	920	1,000	1,000	463	617	1,000
74-21 FRIENDSWOOD NEWSLETTER	39,500	44,520	44,520	25,488	33,984	44,520
74-92 SPECIAL EVENTS	1,513	1,589	1,589	2,157	2,876	1,589
74-97 RECRUITMENT ADVERTISING	108	0	0	0	0	0
75-10 TRAINING	6,676	4,039	21,539	11,637	15,516	21,539
75-20 TRAVEL REIMBURSEMENTS	5,146	7,738	7,738	5,422	7,229	7,738
75-30 MEMBERSHIPS	1,974	2,862	2,862	1,420	1,893	2,862
75-40 PUBLICATIONS	0	0	0	229	305	0
76-12 TELEPHONE/COMMUNICATIONS	169	0	0	84	84	0
78-00 CONTRACT SERVICES	28,867	27,795	46,181	6,200	8,267	27,795
Subtotal of SERVICES	\$87,451	\$92,193	\$128,079	\$54,342	\$72,428	\$109,693
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	26,282	10,000	10,000	10,052	10,052	0
Subtotal of CAPITAL	\$26,282	\$10,000	\$10,000	\$10,052	\$10,052	\$0
Totals for ADMINISTRATION	\$691,588	\$543,765	\$579,651	\$381,385	\$504,336	\$557,316

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$87,174	\$89,696	\$89,696	\$63,075	84,100	\$89,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	500	565	565	560	560	625
41-44 VEHICLE ALLOWANCE	3,683	5,400	5,400	3,893	5,191	5,400
41-45 INCENTIVE-CERTIFICATE PAY	1,200	1,800	1,800	1,350	1,800	1,800
41-49 CELL PHONE ALLOWANCE	1,037	1,020	1,020	706	941	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	6,957	7,472	7,472	5,167	6,889	7,486
47-20 TMRS RETIREMENT FUND	12,441	13,479	13,479	9,539	12,719	14,771
48-10 HEALTH/DENTAL INSURANCE	6,273	6,307	6,307	5,135	6,847	6,307
48-20 LIFE INSURANCE	227	196	196	184	245	196
48-30 DISABILITY INSURANCE	388	402	402	387	516	402
48-40 WORKERS COMP INSURANCE	180	133	133	105	140	118
48-50 EAP SERVICES	57	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	19	83	83	15	20	83
Subtotal of PERSONNEL	\$120,136	\$126,610	\$126,610	\$90,159	\$120,025	\$127,885
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
54-00 OPERATING SUPPLIES	4,007	19,453	20,953	5,823	7,764	19,453
58-00 OPERATING EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$4,007	\$19,453	\$20,953	\$5,823	\$7,764	\$19,453
74-00 OPERATING SERVICES	\$398	\$4,742	\$4,742	\$1,413	1,884	\$4,742
74-01 POSTAL AND COURIER SERVICES	67	530	530	339	452	530
74-91 ADVERTISING/PUBLIC NOTICE	2,850	8,480	8,480	8,351	9,635	8,480
74-92 SPECIAL EVENTS	0	0	0	0	0	0
75-10 TRAINING	780	2,771	2,771	595	793	2,771
75-20 TRAVEL REIMBURSEMENTS	791	5,621	5,621	1,049	1,399	5,621
75-30 MEMBERSHIPS	2,505	1,814	1,814	1,295	1,727	1,814
75-40 PUBLICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	79,610	77,632	85,632	78,924	85,232	77,632
79-21 PRGM 380 ECON DEV GRANTS	0	0	38,997	38,997	38,997	0
Subtotal of SERVICES	\$87,001	\$101,590	\$148,587	\$130,963	\$140,118	\$101,590
Totals for ECONOMIC DEVELOPMENT	\$211,144	\$247,653	\$296,150	\$226,945	\$267,908	\$248,928

Administrative Services

Mission Statement

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

Current Operations

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

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

The Finance staff is also responsible for preparing the City's annual budget, working with the external auditors to perform the annual audit and prepare the Comprehensive Annual Financial Report. The City has received the Award for Excellence in Financial Reporting from the Government Finance Officers Association, the premier, national, municipal finance organization, for 21 consecutive years. For the sixth consecutive year, the City was awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association. The guidelines for this program assess how well an entity's budget serves as a policy document, a financial plan, an operational plan and a communications device.

During fiscal year 2008-09, Administrative Services staff implemented the Alarm Permit Program. The day to day operations are a collaborative effort between Accounting and Utility Billing staff. Staff was also heavily involved in recording and reporting the City's Public Assistance claims to FEMA for Hurricane Ike.

Utility Billing/Customer Service personnel provide billing, collection and customer information services for 11,974 accounts. This includes processing approximately 73,000 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 10,000 Class C Misdemeanors during 2009-10. Semi-monthly daytime court settings, in addition to the weekly evening court setting, help minimize the delay in setting court dates.

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

Administrative Services

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

The mission of the **Information Technology** division is to provide reliable computer systems and timely and efficient systems support to all departments by maximizing all technology related resources, 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, a server at the Public Safety Building, a server at Public Works, and two servers at the Library. These servers provide for e-mail, file storage, web site, on-line services and various other applications. The IT staff supports over 40 different applications and software interfaces, a standard set of desktop office applications, and all new technology items installed in the Public Safety Building. IT provides support for the operation of the City's cable TV channel and more recently the online web streaming of City Council meetings. The City's web site is also managed by the IT Staff. IT currently supports E-Gov applications for Utility Bill inquiry and payment, Court case inquiry and payment, Building Permit inquiry and inspection scheduling.

In fiscal year 2007-08, the IT department implemented an upgrade to the software utilized by the Police Department and Friendswood Volunteer Fire Department by migrating to the OSSI software. The system will interconnect with surrounding police and fire departments and 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.

This past year, the SAN (the primary network storage for the City) was upgraded due to end-of-life of the previous equipment and the anti-virus/end point protection software was upgraded to better protect the network and data resources of the City. The City also purchased the Internet domain name Friendswood.com to simplify and streamline access to the expanding number of web based resources offered by the City.

Administrative Services

Highlights of Proposed Budget

Decision Packages (Funded)

Information Technology System firewall replacement	One-time Cost	\$15,000
	Ongoing Cost	\$1,750
Salary Adjustment for Municipal Court judges and prosecutors	Ongoing Cost	\$5,000
Fiber channel adapters upgrade	One-time Cost	\$8,700
Information Technology System Server	One-time Cost	\$10,000
Election equipment & annual maintenance (City Secretary's Office)	One-time Cost	\$2,239
	Ongoing Cost	\$860
Open Records Request software & annual support (City Secretary's Office)	One-time Cost	\$7,415
	Ongoing Cost	\$4,740
Visual aid equipment for Municipal Courtroom Lobby (funded in Court Technology Fund)	One-time Cost	\$27,461

Decision Packages (Unfunded)

Interactive Voice Response System for Municipal Court (funded in FY09)	One-time Cost	\$48,000
---	---------------	----------

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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.

Administrative Services

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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.

Measure (Days)	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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 2008-09 is \$10.8 million. The 90-day operating reserve target is \$5.10 million. Other designations total \$266,243; leaving \$5.8 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	FY07 Actual	FY08 Actual	FY09 Actual	FY10 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.

Administrative Services

Measure	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Forecast
Adopted budget delivered to City Council and Staff	09/25/06	10/03/07	11/05/08	10/01/09

Objective C:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Prepare Budget Amendment I by December 31	03/26/07	01/14/08	01/26/09	12/31/09
Prepare Budget Amendment II by April 30	06/18/07	07/21/08	06/15/09	04/30/10
Prepare Budget Amendment III by October 31	09/10/07	12/01/08	10/31/09	10/31/10

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.

Goal 4 (correlates with City Goals 5 & 6)

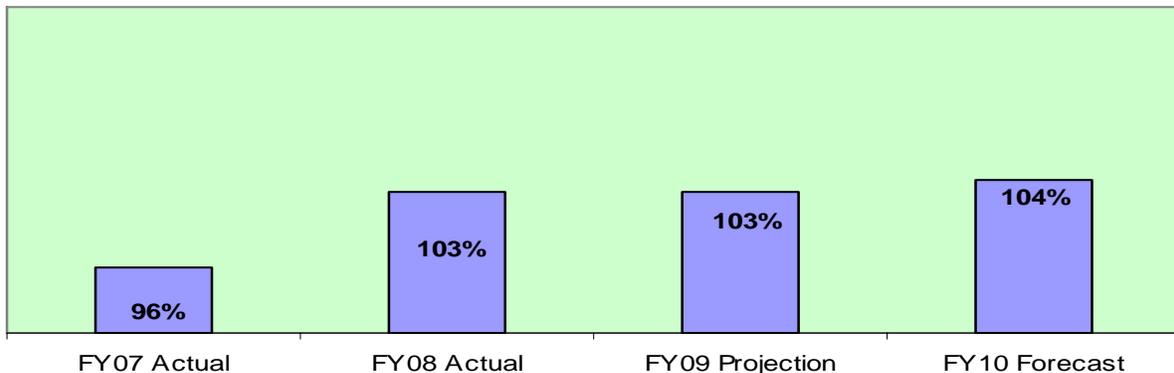
The goal for the Municipal Court is to handle violations in accordance with State Law, City Ordinance and policies set by the municipal judge, to see that every person is treated fairly and equally, and to manage court operations efficiently.

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

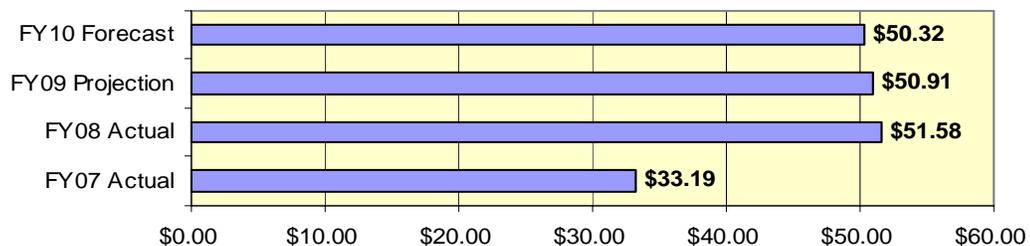
Administrative Services

posted by a defendant to reschedule a court appearance. The court is submitting new warrants to the Police Department to be added onto the PD warrant list, then into SETCIC in a timely manner. As a result of this program, the number of arrests has increased, clearing more cases than in previous years. The court began utilizing a collection agency to locate outstanding warrants in April 2008. The court has cleared approximately 2,500 cases as a result of the collection agency.

Objective B:

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

Measure: Cost Per Disposed Case less than \$55



Trend: The Municipal Court currently has 11 staff members, including the Presiding Judge, the Associate Judge and 2 prosecutors. The salary adjustment given to all city employees in January 2008 contributes directly to the significant increase in the cost per disposed case. The 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 as attendance is required for the court staff to maintain certification. The judges and prosecutors must also complete continuing education hours.

The Friendswood Police Department issued just under 8,200 citations for the fiscal year ending 9/30/02. The number of citations issued increased with 11,630 issued in fiscal year 2003, 13,130 issued in 2004, 14,330 issued in fiscal year 2005, and 15,000 issued for 2006. However, the number of citations has decreased with 13,272 citations issued in fiscal year 2007 to 9,639 citations issued in fiscal year ending 9/30/08. The Friendswood Police Department is utilizing automatic citation writers, enabling the Municipal Court to electronically download the citations into the court system. Approximately 20% of the citations are entered electronically and 80% require manual entry. New printers were replaced in 2008, enabling the police officers to print an electronic citation in less than a minute. The court will convert the software used in e-citations to OSSI, which should be completed by the end of the fiscal year. 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

Administrative Services

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
To clear a minimum of 100% of all outstanding warrants annually.	126%	108% *	111% *	112% *

*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 warrant is in SETCIC, a defendant with outstanding Friendswood warrants is subject to arrest by agencies in the surrounding area. These cases are also entered into OMNIBASE, the Failure to Appear Program for the State of Texas.

Due to the level of outstanding revenues owed to the state from court fines and fees, the legislature has made collections a priority for courts. The current legislation requires all cities with a population of 100,000 to develop collection programs. The legislation requires the cities use both outside collection resources as well as develop in-house programs. In April 2008, the City contracted with Perdue, Brandon, Fielder, Collins and Mott to collect the court's outstanding warrants. The court submits cases to the collection agency twice a month 60 days from the date the warrant was issued. Since April 2008, the court has submitted over 7700 cases, and has cleared almost 2500 cases as a direct result of the work completed by Perdue, Brandon, Fielder, Collins and Mott.

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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

Administrative Services

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 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Provide safety meetings to CDD/PW and Community Services employees.	17	15	20	22
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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Inspect all city facilities	1 per year	1 per year	1 per year	1 per year
Observe safety habits of work crews	Weekly	Weekly	Weekly	Weekly
Meet with maintenance personnel as needed	12 Meetings per year			
Assist with emergency management & fire drills in city facilities	1 per year	1 per year	1 per year	1 per year

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
# Lost workdays due to injuries or illness	0	0	0	0
# Work-related injury/illness reportable incidents	9	3	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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Number of positions reviewed for classification by the Classification and Pay Plan Committee	6	All Full-Time Positions	All Full-Time Positions	5
City salary survey conducted by June 15	Completed 06/20/07	Completed 07/30/08	Completed 07/30/09	Target 09/30/09
Specific position salary surveys conducted	10	3	3	10

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	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Finance	646,564	724,373	724,373	430,852	573,599	795,017	9.8%
Other Functions	230,344	209,478	209,478	160,964	195,839	214,478	2.4%
Municipal Court	524,865	570,199	570,211	381,249	527,446	554,746	-2.7%
Human Resources	315,443	377,093	377,093	248,671	342,681	392,419	4.1%
Insurance (GF)	95,157	154,696	154,696	118,593	154,076	154,696	0.0%
Risk Management (GF)	83,782	110,109	110,109	70,780	94,399	110,714	0.5%
Information Technology	578,207	738,024	738,024	565,350	708,263	725,369	-1.7%
Utility Billing (W/S)	1,583,325	261,973	261,973	176,082	259,293	261,680	-0.1%
Insurance (W/S)	87,351	104,447	104,447	76,242	104,154	104,447	0.0%
Risk Management (W/S)	4,173	15,255	15,255	4,620	4,701	15,255	0.0%
Department Total	\$4,149,211	\$3,265,647	\$3,265,659	\$2,233,403	\$2,964,451	\$3,328,821	1.9%

EXPENDITURE BY CLASSIFICATION

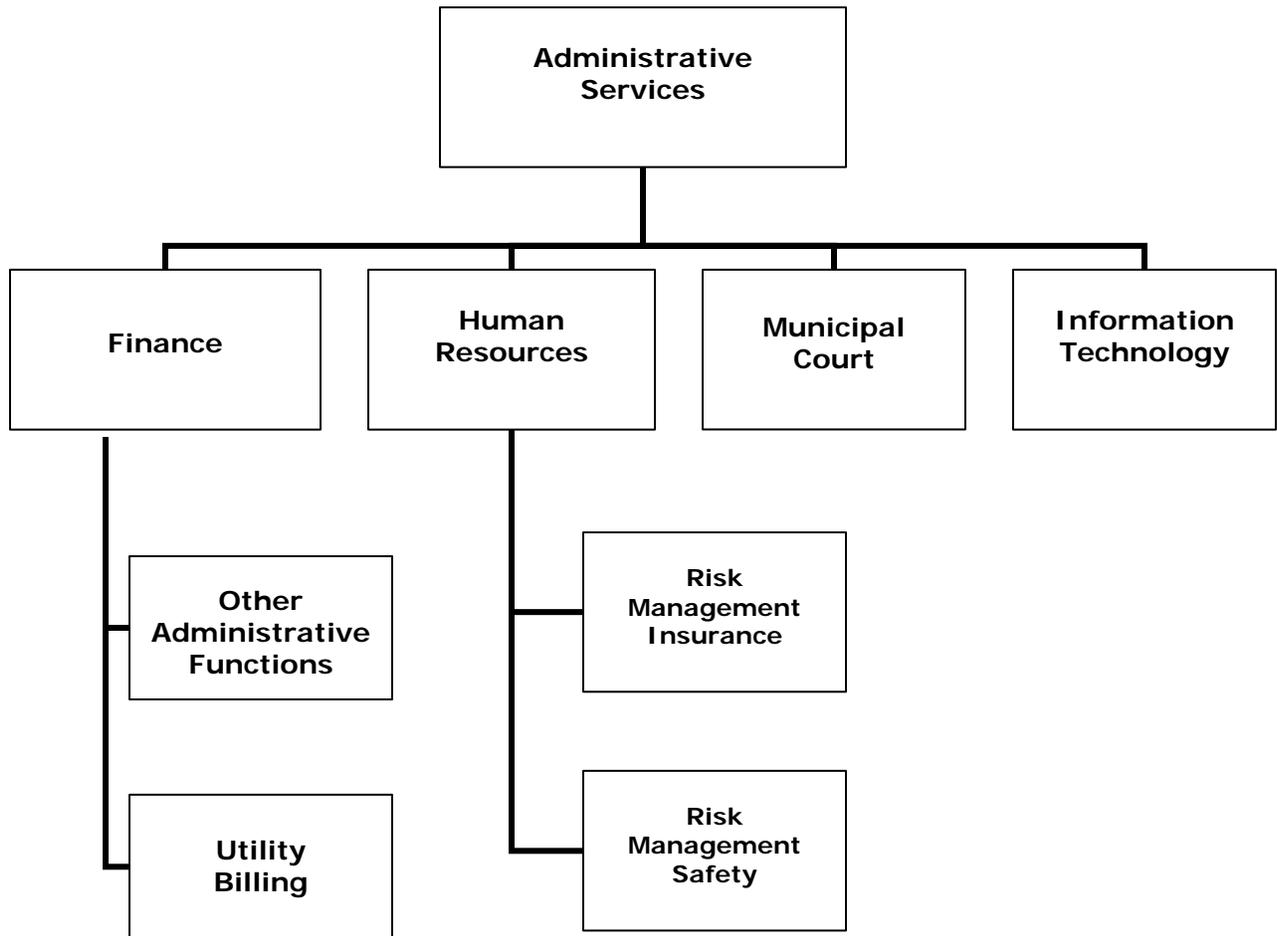
Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	1,788,037	1,925,112	1,925,112	1,281,954	1,760,677	2,000,682	3.9%
Supplies	78,095	85,670	85,682	31,256	41,549	88,609	3.4%
Maintenance	60,164	73,112	73,112	45,498	60,664	73,462	0.5%
Services	837,230	1,048,301	1,048,301	824,380	1,027,699	1,114,641	6.3%
Capital Outlay	0	46,545	46,545	44,980	44,980	22,545	-51.6%
Other	1,385,685	86,907	86,907	5,335	28,882	28,882	-66.8%
Department Total	\$4,149,211	\$3,265,647	\$3,265,659	\$2,233,403	\$2,964,451	\$3,328,821	1.9%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Finance	8.5	8.5	8.5	8.5	8.5	8.5	0.0%
Municipal Court	7.7	7.7	7.7	7.7	7.7	7.7	0.0%
Human Resources	4.0	4.0	4.0	4.0	4.0	4.0	0.0%
Risk Management (GF)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Information Technology	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Utility Billing (W/S)	3.0	3.0	3.0	3.0	3.0	3.0	0.0%
Risk Management (W/S)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	27.2	27.2	27.2	27.2	27.2	27.2	0.0%

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

Administrative Services



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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$434,132	\$481,277	\$481,277	\$279,539	\$372,719	\$522,353
41-20 PART-TIME WAGES	0	0	0	0	0	0
41-30 OVERTIME PAY	2,951	1,317	1,317	2,633	3,511	1,317
41-43 LONGEVITY PAY	3,565	3,200	3,200	2,600	2,600	4,305
41-44 VEHICLE ALLOWANCE	1,875	0	0	0	0	5,400
41-45 INCENTIVE-CERTIFICATE PAY	3,713	6,600	6,600	4,950	6,600	9,600
41-49 CELL PHONE ALLOWANCE	553	0	0	0	0	1,440
41-90 ACCRUED PAYROLL	302	0	0	0	0	0
42-20 PART-TIME WAGES	12,594	13,364	13,364	7,661	13,364	13,780
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	33,731	38,577	38,577	22,258	29,677	42,402
47-20 TMRS RETIREMENT FUND	60,253	67,747	67,747	40,163	53,551	81,587
48-10 HEALTH/DENTAL INSURANCE	30,618	37,528	37,528	22,498	29,997	37,778
48-20 LIFE INSURANCE	1,145	1,043	1,043	828	1,104	1,142
48-30 DISABILITY INSURANCE	1,948	2,143	2,143	1,716	2,288	2,343
48-40 WORKERS COMP INSURANCE	895	713	713	447	596	692
48-50 EAP SERVICES	435	499	499	342	456	513
48-90 FLEX PLAN ADMINISTRATION	357	0	0	202	269	0
Subtotal of PERSONNEL	\$589,067	\$654,008	\$654,008	\$385,837	\$516,731	\$724,652
51-00 OFFICE SUPPLIES	\$3,596	\$4,120	\$4,120	\$1,082	\$1,443	\$4,120
54-00 OPERATING SUPPLIES	1,763	1,957	1,957	815	1,087	1,957
58-00 OPERATING EQUIPMENT <\$5,000	0	515	515	0	0	515
Subtotal of SUPPLIES	\$5,359	\$6,592	\$6,592	\$1,897	\$2,529	\$6,592
63-00 VEHICLE MAINTENANCE	\$0	\$0	\$0	\$0	0	\$0
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
71-20 AUDIT SERVICES	\$19,588	\$29,096	\$29,096	\$22,951	\$27,601	\$29,096
71-40 CONSULTING SERVICES	5,800	9,270	9,270	1,244	1,659	9,270
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	10,667	10,506	10,506	8,170	10,893	10,506
74-01 POSTAL AND COURIER SERVICES	2,698	2,850	2,850	1,901	2,535	2,850
74-91/ADVERTISING/PUBLIC NOTICE	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	180	0	0	0	0	0
75-10 TRAINING	3,549	4,923	4,923	3,200	4,267	4,923
75-20 TRAVEL REIMBURSEMENTS	4,777	5,480	5,480	3,979	5,305	5,480
75-30 MEMBERSHIPS	1,310	1,030	1,030	455	455	1,030
75-40 PUBLICATIONS	89	0	0	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	84	0	0	0	0	0
78-00 CONTRACT SERVICES	3,396	618	618	173	231	618
78-30 RENTAL	0	0	0	0	0	0
98-30 PROVISION FOR A/R UNCOLLECT.	0	0	0	1,045	1,393	0
Subtotal of SERVICES	\$52,138	\$63,773	\$63,773	\$43,118	\$54,339	\$63,773
Total for FINANCE	\$646,564	\$724,373	\$724,373	\$430,852	\$573,599	\$795,017

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	0	0	0	0	0	5,000
74-01 POSTAL AND COURIER SERVICES	0	0	0	0	0	0
74-31 TAX APPRAISAL SERVICES	110,642	143,728	143,728	101,243	134,991	143,728
74-32 TAX COLLECTION SERVICES	64,247	7,725	7,725	3,382	4,509	7,725
74-33 PROPERTY TAX REFUND	54,678	58,025	58,025	56,339	56,339	58,025
74-91 ADVERTISING/PUBLIC NOTICE	777	0	0	0	0	0
75-40 PUBLICATIONS	0	0	0	0	0	0
Subtotal of SERVICES	\$230,344	\$209,478	\$209,478	\$160,964	\$195,839	\$214,478
74-01 POSTAL AND COURIER	\$0	\$0	\$0	\$0	\$0	\$0
98-71 PROPERTY TAX REFUNDS	0	0	0	0	0	0
Subtotal of OTHER	\$0	\$0	\$0	\$0	\$0	\$0
Totals for OTHER ADMIN FUNCTIONS	\$230,344	\$209,478	\$209,478	\$160,964	\$195,839	\$214,478

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$248,730	\$270,135	\$270,135	\$182,570	\$263,427	\$264,819
41-20 PART-TIME WAGES	1,200	0	0	0	0	0
41-30 OVERTIME PAY	11,558	7,502	7,502	6,753	9,004	7,502
41-43 LONGEVITY PAY	2,060	7,155	7,155	2,335	2,335	2,845
41-45 INCENTIVE-CERTIFICATE PAY	4,025	7,860	7,860	6,425	8,567	8,760
41-49 CELL PHONE ALLOWANCE	427	420	420	291	388	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	45,566	94,660	94,660	70,000	93,333	92,525
42-25 FIXED RATE PAY	57,251	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	27,250	28,705	28,705	19,820	26,427	28,110
47-20 TMRS RETIREMENT FUND	35,638	39,408	39,408	27,196	36,261	42,254
48-10 HEALTH/DENTAL INSURANCE	37,479	40,085	40,085	27,713	36,951	33,961
48-20 LIFE INSURANCE	659	578	578	541	721	573
48-30 DISABILITY INSURANCE	1,114	1,187	1,187	1,125	1,500	1,177
48-40 WORKERS COMP INSURANCE	1,782	1,195	1,195	994	1,325	1,041
48-50 EAP SERVICES	384	741	741	299	399	741
48-90 FLEX PLAN ADMINISTRATION	114	104	104	101	135	104
Subtotal of PERSONNEL	\$475,237	\$499,735	\$499,735	\$346,163	\$480,773	\$484,832
51-00 OFFICE SUPPLIES	\$8,951	\$15,034	\$15,034	\$5,053	\$6,737	\$15,034
52-00 PERSONNEL SUPPLIES	20	506	506	52	69	506
53-00 VEHICLE SUPPLIES	0	170	170	0	0	170
53-01 FUEL	941	1,606	1,606	527	703	1,056
54-00 OPERATING SUPPLIES	7,300	10,817	10,829	3,022	4,029	10,817
58-00 OPERATING EQUIPMENT <\$5,000	2,611	56	56	0	0	56
Subtotal of SUPPLIES	\$19,823	\$28,189	\$28,201	\$8,654	\$11,539	\$27,639
63-00 VEHICLE MAINTENANCE	\$104	\$1,480	\$1,480	\$0	\$0	\$1,480
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$104	\$1,480	\$1,480	\$0	\$0	\$1,480
72-12 MEDICAL EXAMINATIONS	\$0	\$0	\$0	\$0	\$0	\$0
73-11 VEHICLE INSURANCE	320	805	805	359	479	805
73-22 LAW ENFORCEMENT INSURANCE	483	1,152	1,152	553	737	1,152
73-50 SURETY BONDS	284	150	150	0	0	150
74-00 OPERATING SERVICES	596	6,785	6,785	189	252	6,785
74-01 POSTAL AND COURIER SERVICES	3,768	5,727	5,727	2,071	2,761	5,727
74-97 RECRUITMENT ADVERTISING	288	109	109	0	0	109
75-10 TRAINING	1,029	1,965	1,965	1,990	2,653	1,965
75-20 TRAVEL REIMBURSEMENTS	3,285	4,735	4,735	2,869	3,825	4,735
75-30 MEMBERSHIPS	200	253	253	240	240	253
76-12 TELEPHONE/COMMUNICATIONS	84	0	0	84	84	0
78-00 CONTRACT SERVICES	15,585	13,710	13,710	15,136	20,181	13,710
78-30 RENTAL	47	0	0	47	63	0
78-31 VEHICLE LEASE-INTERNAL	3,732	3,859	3,859	2,894	3,859	3,859
Subtotal of SERVICES	\$29,701	\$39,250	\$39,250	\$26,432	\$35,135	\$39,250
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	1,545	1,545	0	0	1,545
Subtotal of CAPITAL	\$0	\$1,545	\$1,545	\$0	\$0	\$1,545
Totals for MUNICIPAL COURT	\$524,865	\$570,199	\$570,211	\$381,249	\$527,446	\$554,746

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$178,450	\$193,863	\$193,863	\$134,253	\$191,004	\$196,408
41-30 OVERTIME PAY	6,136	2,573	2,573	3,021	4,028	2,573
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,000	1,195	1,195	1,240	1,240	1,500
41-45 INCENTIVE-CERTIFICATE PAY	900	1,800	1,800	2,450	3,300	3,000
41-48 PAY PLAN ADJUSTMENTS	0	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	589	420	420	789	1,052	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	13,400	14,859	14,859	10,217	13,623	15,323
47-20 TMRS RETIREMENT FUND	24,807	26,804	26,804	19,436	25,915	30,235
48-10 HEALTH/DENTAL INSURANCE	26,456	31,150	31,150	21,958	29,277	27,812
48-20 LIFE INSURANCE	459	414	414	399	532	423
48-30 DISABILITY INSURANCE	776	851	851	828	1,104	868
48-40 WORKERS COMP INSURANCE	358	286	286	212	283	259
48-50 EAP SERVICES	215	228	228	171	228	228
48-80 UNEMPLOYMENT COMPENSATION	3,678	0	0	7,916	10,555	10,000
48-90 FLEX PLAN ADMINISTRATION	155	0	0	110	147	0
Subtotal of PERSONNEL	\$257,379	\$274,443	\$274,443	\$203,000	\$282,287	\$289,769
51-00 OFFICE SUPPLIES	\$2,652	\$3,605	\$3,605	\$2,340	\$3,120	\$3,605
52-00 PERSONNEL SUPPLIES	1,318	1,597	1,597	427	569	1,597
52-21 5 STAR FUNCTION SUPPLIES	5,576	2,121	2,121	1,662	2,216	2,121
52-23 STAFF DEV PROG SUPPLIES	828	2,545	2,545	573	764	2,545
54-00 OPERATING SUPPLIES	2,826	4,242	4,242	3,331	4,441	4,242
58-00 OPERATING EQUIPMENT <\$5,000	271	955	955	0	0	955
Subtotal of SUPPLIES	\$13,471	\$15,065	\$15,065	\$8,333	\$11,111	\$15,065
71-40 CONSULTING SERVICES	\$1,926	\$2,651	\$2,651	\$0	\$0	\$2,651
71-90 OTHER PROFESSIONAL SERVICE	0	0	0	0	0	0
72-12 MEDICAL EXAMINATIONS	5,335	5,302	5,302	4,929	6,572	5,302
72-13 DRUG TESTING SERVICES	2,618	0	0	0	0	0
72-20 PERSONNEL EVENTS/PROGRAMS	4,255	9,015	9,015	3,332	6,943	9,015
72-21 5 STAR FUNCTION SERVICES	5,780	9,227	9,227	9,538	9,717	9,227
72-23 STAFF DEVELOPMENT PROGRAM	5,187	19,699	19,699	3,679	4,905	19,699
74-00 OPERATING SERVICES	4,457	7,241	7,241	309	412	7,241
74-01 POSTAL AND COURIER SERVICES	155	371	371	184	245	371
74-91 ADVERTISING/PUBLIC NOTICE	0	265	265	0	0	265
74-96 CRIMINAL HISTORY SERVICES	38	4,226	4,226	387	516	4,226
74-97 RECRUITMENT ADVERTISING	0	3,182	3,182	0	0	3,182
75-10 TRAINING	1,788	2,863	2,863	3,059	4,079	2,863
75-20 TRAVEL REIMBURSEMENTS	3,639	2,651	2,651	2,490	3,320	2,651
75-30 MEMBERSHIPS	606	743	743	755	1,007	743
76-12 TELEPHONE/COMMUNICATIONS	168	0	0	168	224	0
78-00 CONTRACT SERVICES	8,641	20,149	20,149	8,508	11,344	20,149
Subtotal of SERVICES	\$44,593	\$87,585	\$87,585	\$37,338	\$49,284	\$87,585
Totals for HUMAN RESOURCES	\$315,443	\$377,093	\$377,093	\$248,671	\$342,681	\$392,419

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
73-13 MOBILE EQUIPMENT	\$1,826	\$1,597	\$1,597	\$1,492	\$1,492	\$1,597
73-21 GENERAL LIABILITY	11,126	11,198	11,198	9,969	9,969	11,198
73-23 PUBLIC OFFICIAL	14,655	14,787	14,787	15,826	15,826	14,787
73-24 CRIME & ACCIDENT COVERAGE	1,941	2,186	2,186	1,263	1,263	2,186
73-31 WINDSTORM (GALV CITY)	38,965	96,060	96,060	57,638	92,060	96,060
73-32 REAL & PERSONAL PROPERTY	25,608	18,378	18,378	30,792	30,792	18,378
73-33 FLOOD	322	7,049	7,049	653	653	7,049
73-50 SURETY BONDS	714	2,380	2,380	960	960	2,380
73-80 PRIOR YEAR INSURANCE	0	1,061	1,061	0	1,061	1,061
Subtotal of SERVICES	\$95,157	\$154,696	\$154,696	\$118,593	\$154,076	\$154,696
Totals for INSURANCE	\$95,157	\$154,696	\$154,696	\$118,593	\$154,076	\$154,696

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$51,768	\$55,208	\$55,208	\$38,449	51,265	\$57,105
41-30 OVERTIME PAY	2,690	2,573	2,573	2,271	3,028	2,573
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	340	405	405	400	400	465
41-44 VEHICLE ALLOWANCE	3,683	5,400	5,400	3,893	5,400	5,400
41-45 INCENTIVE-CERTIFICATION PAY	1,200	1,800	1,800	1,575	2,100	2,100
41-49 CELL PHONE ALLOWANCE	589	420	420	789	1,052	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,607	4,946	4,946	3,537	4,716	5,193
47-20 TMRS RETIREMENT FUND	8,013	8,923	8,923	6,497	8,663	10,246
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	138	119	119	115	153	124
48-30 DISABILITY INSURANCE	233	244	244	237	316	254
48-40 WORKERS COMP INSURANCE	116	85	85	70	93	78
48-50 EAP SERVICES	57	57	57	43	57	57
48-80 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0
48-90 FLEX PLAN ADMINISTRATION	3	0	0	67	89	0
Subtotal of PERSONNEL	\$73,437	\$80,180	\$80,180	\$57,943	\$77,333	\$84,735
51-00 OFFICE SUPPLIES	\$292	\$557	\$557	\$0	\$0	\$557
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	1,236	7,438	7,438	3,780	5,040	7,438
58-00 OPERATING EQUIPMENT <\$5,000	57	5,393	5,393	604	805	1,443
Subtotal of SUPPLIES	\$1,585	\$13,388	\$13,388	\$4,384	\$5,845	\$9,438
72-20 PERSONNEL EVENTS/PROGRAMS	\$6,169	\$7,423	\$7,423	\$7,721	\$10,295	\$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	1,710	0	0	0	0	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	0	7,210	7,210	0	0	7,210
74-94 PERMITS/INSPECTION/TESTNG	0	159	159	150	150	159
75-10 TRAINING	175	1,007	1,007	278	371	1,007
75-20 TRAVEL REIMBURSEMENTS	546	424	424	138	184	424
75-30 MEMBERSHIPS	160	318	318	166	221	318
Subtotal of SERVICES	\$8,760	\$16,541	\$16,541	\$8,453	\$11,221	\$16,541
Totals for RISK MANAGEMENT	\$83,782	\$110,109	\$110,109	\$70,780	\$94,399	\$110,714

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$192,637	\$203,033	\$203,033	\$139,101	\$200,468	\$201,574
41-30 OVERTIME PAY	15,926	4,545	4,545	7,589	10,119	4,547
41-43 LONGEVITY PAY	1,450	1,025	1,025	1,630	1,630	1,825
41-45 INCENTIVE-CERTIFICATE PAY	900	1,800	1,800	1,575	2,100	2,100
41-49 CELL PHONE ALLOWANCE	1,788	1,980	1,980	1,370	1,827	1,980
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	15,774	15,786	15,786	11,195	14,927	15,870
47-20 TMRS RETIREMENT FUND	28,266	28,477	28,477	20,741	27,655	31,315
48-10 HEALTH/DENTAL INSURANCE	18,241	21,106	21,106	15,411	20,548	18,844
48-20 LIFE INSURANCE	498	433	433	412	549	433
48-30 DISABILITY INSURANCE	836	890	890	857	1,143	890
48-40 WORKERS COMP INSURANCE	734	540	540	407	543	478
48-50 EAP SERVICES	165	171	171	128	171	171
48-90 FLEX PLAN ADMINISTRATION	138	0	0	96	128	0
Subtotal of PERSONNEL	\$277,353	\$279,786	\$279,786	\$200,512	\$281,806	\$280,027
51-00 OFFICE SUPPLIES	\$60	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	1,143	1,700	1,700	1,465	1,953	1,700
57-00 COMPUTER SUPPLIES	7,569	9,811	9,811	1,874	2,499	9,811
58-00 OPERATING EQUIPMENT <\$5,000	22,486	4,120	4,120	420	560	11,559
Subtotal of SUPPLIES	\$31,258	\$15,631	\$15,631	\$3,759	\$5,012	\$23,070
67-00 COMPUTER EQUIP MAINT	\$59,810	\$71,374	\$71,374	\$45,498	\$60,664	\$71,724
Subtotal of MAINTENANCE	\$59,810	\$71,374	\$71,374	\$45,498	\$60,664	\$71,724
71-30 ENGINEERING SERVICES	0	\$0	\$0	0	0	\$0
74-00 OPERATING SERVICES	225	0	0	240	320	0
74-01 POSTAL AND COURIER SERVICES	84	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	9,706	9,311	9,311	2,092	2,789	9,311
75-20 TRAVEL REIMBURSEMENTS	1,788	3,100	3,100	1,043	1,391	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	0	0	0	15,050	20,067	7,415
77-20 SOFTWARE SUPPORT SERVICES	122,820	199,931	199,931	183,473	199,631	206,071
77-23 SOFTWARE SUBSCRIPTION SRV	19,415	309	309	90	120	309
77-30 INTERNET SERVICES	9,226	48,705	30,105	23,237	30,983	30,105
77-50 COMPUTER HARDWARE SUPPORT	10,395	0	0	0	0	860
78-00 CONTRACT SERVICES	0	25,750	25,750	5,330	7,107	33,250
78-30 RENTAL	36,127	39,127	39,127	40,046	53,395	39,127
Subtotal of SERVICES	\$209,786	\$326,233	\$307,633	\$270,601	\$315,801	\$329,548
87-10 COMPUTER SYSTEMS	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	45,000	45,000	44,980	44,980	21,000
Subtotal of CAPITAL	\$0	\$45,000	\$45,000	\$44,980	\$44,980	\$21,000
Totals for INFORMATION TECHNOLOGY	\$578,207	\$738,024	\$719,424	\$565,350	\$708,263	\$725,369

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$88,020	\$94,718	\$94,718	\$65,225	\$90,967	\$94,268
41-30 OVERTIME PAY	533	3,072	3,072	873	1,164	3,072
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	930	770	770	755	755	950
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATION PAY	438	1,980	1,980	675	900	900
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	6,764	7,549	7,549	5,062	6,749	7,480
47-20 TMRS RETIREMENT FUND	11,944	13,618	13,618	9,256	12,341	14,760
48-10 HEALTH/DENTAL INSURANCE	5,963	14,314	14,314	5,782	7,709	14,314
48-20 LIFE INSURANCE	233	204	204	195	260	204
48-30 DISABILITY INSURANCE	393	420	420	404	539	420
48-40 WORKERS COMP INSURANCE	156	144	144	101	135	128
48-50 EAP SERVICES	164	171	171	128	171	171
48-90 FLEX PLAN ADMINISTRATION	26	0	0	43	57	0
Subtotal of PERSONNEL	\$115,564	\$136,960	\$136,960	\$88,499	\$121,747	\$136,667
51-00 OFFICE SUPPLIES	\$948	\$1,236	\$1,236	\$670	\$893	\$1,236
54-00 OPERATING SUPPLIES	5,391	4,378	4,378	3,185	4,247	4,378
58-00 OPERATING EQUIPMENT <\$5,000	0	103	103	0	0	103
Subtotal of SUPPLIES	\$6,339	\$5,717	\$5,717	\$3,855	\$5,140	\$5,717
68-00 EQUIPMENT MAINTENANCE	\$250	\$258	\$258	\$0	\$0	\$258
Subtotal of MAINTENANCE	\$250	\$258	\$258	\$0	\$0	\$258
71-20 AUDIT SERVICES	\$13,612	\$20,498	\$20,498	\$15,949	\$20,265	\$20,498
74-00 OPERATING SERVICES	11,659	13,287	13,287	8,728	11,637	13,287
74-01 POSTAL/ COURIER SERVICES	30,136	34,760	34,760	29,039	38,719	34,760
74-97 RECRUITMENT ADVERTISING	36	0	0	0	0	0
75-10 TRAINING	0	412	412	234	312	412
75-20 TRAVEL REIMBURSEMENTS	745	221	221	108	144	221
78-00 CONTRACT SERVICES	19,299	20,978	20,978	24,335	32,447	20,978
Subtotal of SERVICES	\$75,487	\$90,156	\$90,156	\$78,393	\$103,524	\$90,156
98-10 DEPRECIATION EXPENSE	\$1,379,985	\$0	\$0	\$0	\$0	\$0
98-30 PROVISION FOR UNCOLL A/R	5,700	28,882	28,882	5,335	28,882	28,882
Subtotal of OTHER FINANCING USES	\$1,385,685	\$28,882	\$28,882	\$5,335	\$28,882	\$28,882
Totals for UTILITIY BILLING	\$1,583,325	\$261,973	\$261,973	\$176,082	\$259,293	\$261,680

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
73-13 MOBILE EQUIPMENT	\$983	\$854	\$854	\$1,124	\$1,124	\$854
73-21 GENERAL LIABILITY	7,417	7,465	7,465	6,656	6,656	7,465
73-23 PUBLIC OFFICIAL	9,770	9,552	9,552	10,551	10,551	9,552
73-24 CRIME & ACCIDENT COVERAGE	1,464	1,651	1,651	1,436	1,436	1,651
73-31 WINDSTORM (GALV CITY)	42,435	64,040	64,040	30,049	49,065	64,040
73-32 REAL & PERSONAL PROPERTY	24,960	11,989	11,989	26,426	26,426	11,989
73-33 FLOOD	322	8,896	8,896	0	8,896	8,896
Subtotal of SERVICES	\$87,351	\$104,447	\$104,447	\$76,242	\$104,154	\$104,447
Totals for INSURANCE (W/S Fund)	\$87,351	\$104,447	\$104,447	\$76,242	\$104,154	\$104,447

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$341	\$341	\$0	\$0	\$341
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	0	129	129	374	374	129
58-00 OPERATING EQUIPMENT <\$5,000	260	618	618	0	0	618
Subtotal of SUPPLIES	\$260	\$1,088	\$1,088	\$374	\$374	\$1,088
72-20 PERSONNEL EVENTS/PROGRAMS	\$2,214	\$4,120	\$4,120	\$4,003	\$4,003	\$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	6,180	6,180	0	0	6,180
75-10 TRAINING	977	1,858	1,858	0	0	1,858
75-20 TRAVEL REIMBURSEMENTS	672	1,545	1,545	44	59	1,545
75-30 MEMBERSHIPS	50	464	464	199	265	464
Subtotal of SERVICES	\$3,913	\$14,167	\$14,167	\$4,246	\$4,327	\$14,167
Totals for RISK MANAGEMENT	\$4,173	\$15,255	\$15,255	\$4,620	\$4,701	\$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. Due to limited population growth anticipated for the coming year, the FY10 budget does not include any new patrol personnel.

The Animal Control Division remains a heavily requested service activity. Attempts to hire a fourth Animal Control Officer have been difficult. Two of the existing Animal Control vehicles are aged and are scheduled to be replaced this year.

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 \$48,000.

Capital Replacement and Additional Equipment

The budget contains critical equipment (both capital and non capital items). The budget includes funding for replacement vehicles from the Vehicle Replacement Fund. Based on annual mileage of 25,000 per vehicle, there will be a need to replace five marked patrol vehicles and one investigative staff vehicle; at time of replacement each vehicle will have approximately 90,000 miles. In addition, two animal control vehicles and a 25-year old ambulance used as a SWAT vehicle will be replaced. As part of the Vehicle Replacement Fund, the department replaces emergency light and sound equipment, speed measuring devices, in-car video cameras and

mobile data terminals in marked patrol cars every six to eight years; making this equipment last through two vehicle lifecycles.

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.

The Department signed a contract for services with Lone Star Community College for technical supervision of the Intoxilyzer used to measure breath-alcohol content on those suspect of driving while intoxicated. The new contract was signed at a rate of \$9,000 per year; \$1,200 more than the \$7,800 paid to the previous contractor. The alternative was a yearly cost-sharing agreement with another Galveston County agency at a rate of approximately \$11,000 per year.

Decision Packages (Funded)

D.O.T. commercial truck weight scales (4)	One-time Cost	\$18,459
Emergency siren maintenance	Ongoing Cost	\$4,000
Airtime cards for mobile data terminals (Animal Control and Communications)	Ongoing Cost	\$3,000
Overtime for Patrol division	Ongoing Cost	\$100,000

Decision Packages (Unfunded)

1 Full-time Patrol Officer	One-time Cost	\$6,400
	Ongoing Cost	\$87,075
Additional Patrol vehicle & equipment	One-time Cost	\$44,907
	Ongoing Cost	\$7,700

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Sworn peace officers per 1,000 residents	1.5	1.5	1.5	1.5
Minority Representation on force	27%	25%	23%	25%
Emergency Response Time	0:04:20	0:03:56	0:04:00	0:05:00
Total Part I UCR Index Crime	569	530	501	530
Crimes per 1,000 residents	15.45	14.32	13.54	14.32
Arrests related to drug activity	376	267	303	303

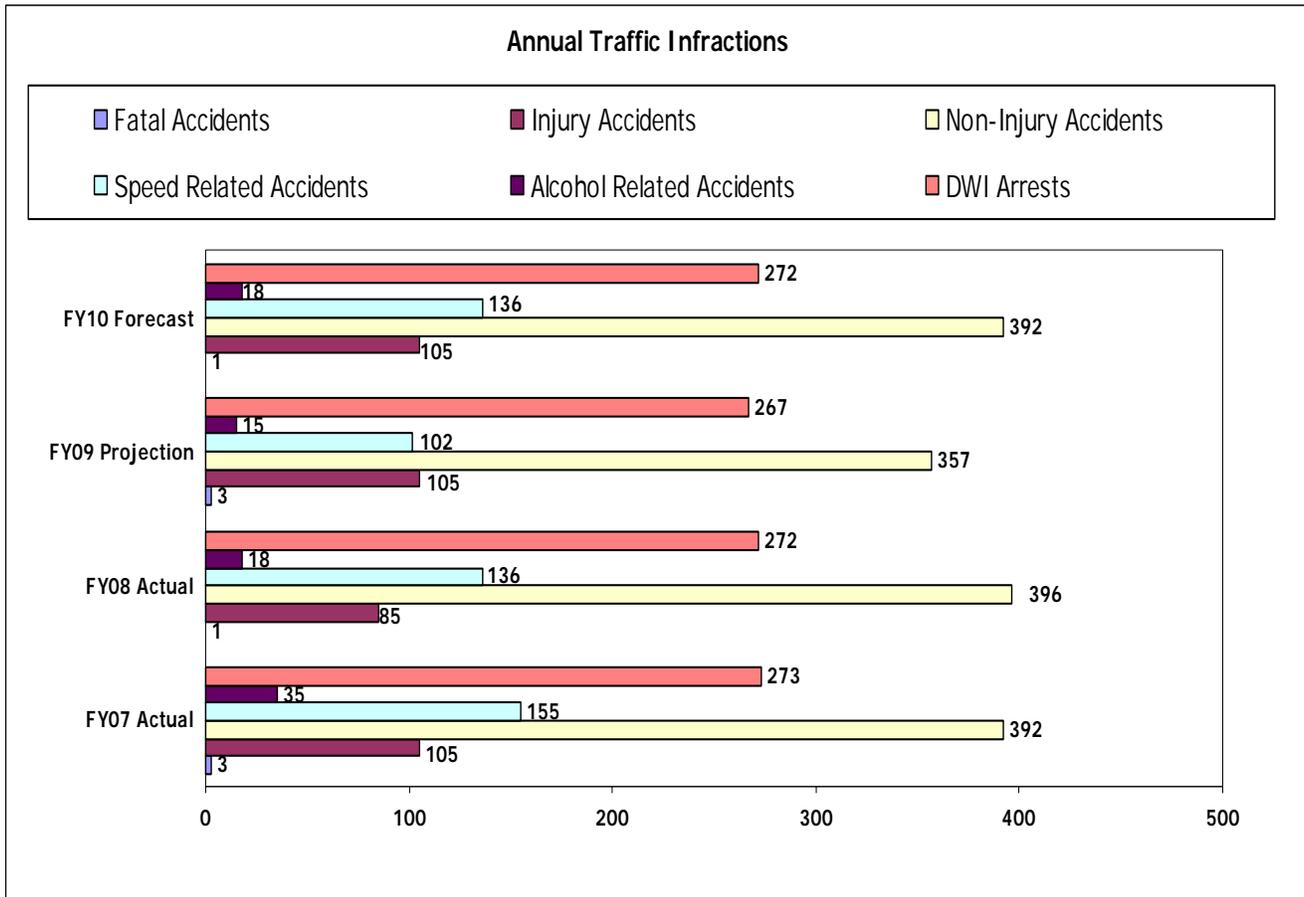
Trend: The commitment to full staffing has assisted in the reduction of violent and property crime rates and is a contributing factor in the fulfillment of the city's vision to maintain one of the lowest crime rates in Texas. Recruitment activities, the personnel function and professional standards are monitored to ensure alignment with organizational values. The Department is participating in a regional drug task force to address drug and drug-related crime within the City and adjacent communities. 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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Number of Incident Reports	2,577	2,274	1,761	1,800
Number of open records requests processed	860	1,018	881	880
Number of press releases	128	147	135	140

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	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	870,767	706,481	706,481	411,719	685,855	693,944	-1.8%
Communications	862,498	875,509	877,171	636,734	847,977	891,808	1.9%
Patrol	3,903,647	4,128,816	4,167,415	3,048,545	4,017,412	4,223,043	2.3%
Patrol DoT	92,375	93,947	93,947	66,390	88,413	110,047	17.1%
Criminal Investigations	1,085,382	1,135,619	1,138,328	901,456	1,200,236	1,229,003	8.2%
Animal Control	206,461	300,326	300,326	158,120	210,568	263,091	-12.4%
Department Total	\$7,021,130	\$7,240,698	\$7,283,668	\$5,222,964	\$7,050,461	\$7,410,936	2.4%

EXPENDITURE BY CLASSIFICATION

Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	6,013,864	6,227,966	6,250,157	4,596,698	6,214,341	6,473,680	3.9%
Supplies	462,724	410,698	407,009	195,751	261,002	338,308	-17.6%
Maintenance	118,793	134,918	140,772	113,471	151,295	140,580	4.2%
Services	419,885	396,911	416,768	317,044	423,823	416,956	5.1%
Capital Outlay	5,864	70,205	68,962	0	0	41,412	-41.0%
Department Total	\$7,021,130	\$7,240,698	\$7,283,668	\$5,222,964	\$7,050,461	\$7,410,936	2.4%

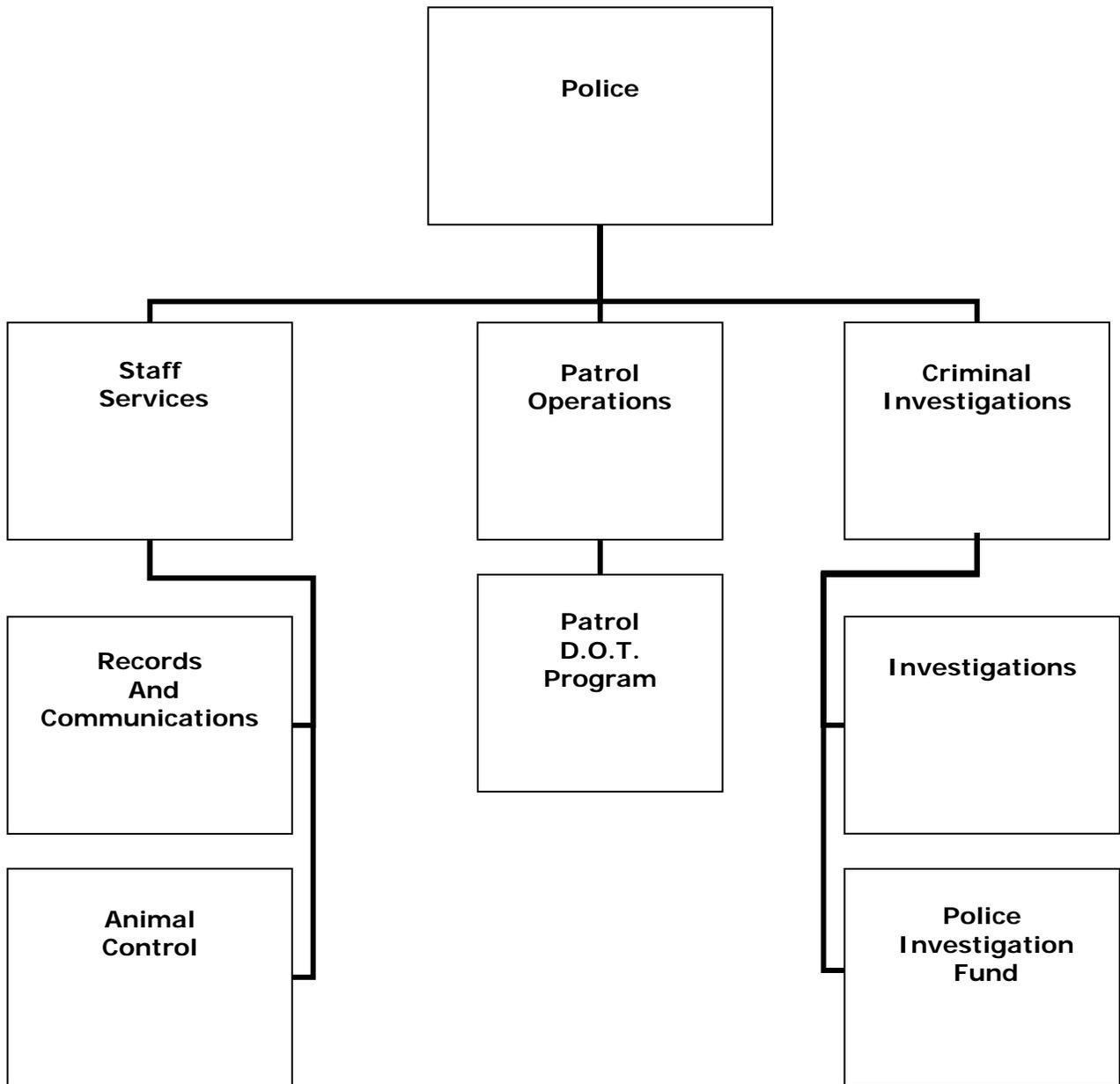
PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	9.0	5.0	5.0	5.0	5.0	5.0	0.0%
Communications	13.6	13.6	13.6	13.6	13.6	13.6	0.0%
Patrol	40.0	44.8	43.8	43.8	43.8	43.8	-2.3%
Patrol DoT	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Criminal Investigations	11.0	11.0	12.0	12.0	12.0	12.0	9.1%
Animal Control	3.5	4.0	4.0	4.0	4.0	4.0	0.0%
Department Total	78.1	79.4	79.4	79.4	79.4	79.4	0.0%
	*	*	*	*	*		

* Patrol FTE's overstated in FY 2009 budget document.

Four full-time officers transferred between Patrol and Administration duplicated in the count.

Police



**Police
Administration
001-2101-421**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$545,836	\$443,812	\$443,812	\$260,569	\$443,812	\$453,026
41-30 OVERTIME PAY	60,220	18,680	20,704	7,305	12,740	4,771
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	6,275	5,840	5,840	4,980	5,750	6,140
41-45 INCENTIVE-CERTIFICATE PAY	10,325	10,500	10,500	5,850	10,500	10,500
41-49 CELL PHONE ALLOWANCE	3,455	2,820	2,820	1,660	2,213	2,820
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	46,786	36,788	36,788	19,873	33,997	35,788
47-20 TMRS RETIREMENT FUND	83,112	66,362	66,362	38,432	64,243	70,617
48-10 HEALTH/DENTAL INSURANCE	43,125	37,866	37,866	17,987	36,983	26,814
48-20 LIFE INSURANCE	1,400	956	956	765	1,520	980
48-30 DISABILITY INSURANCE	2,384	1,962	1,962	1,599	2,332	2,014
48-40 WORKERS COMP INSURANCE	11,426	6,039	6,039	3,708	6,444	5,243
48-50 EAP SERVICES	434	285	285	171	228	285
48-90 FLEX PLAN ADMINISTRATION	213	199	199	64	85	199
Subtotal of PERSONNEL	\$814,991	\$632,109	\$634,133	\$362,963	\$620,847	\$619,197
51-00 OFFICE SUPPLIES	\$3,354	\$15,150	\$14,709	\$7,639	\$10,185	\$18,684
52-00 PERSONNEL SUPPLIES	775	5,247	5,094	377	503	5,094
53-00 VEHICLE SUPPLIES	22	972	944	0	0	944
53-01 FUEL	4,615	4,701	4,607	3,236	4,315	3,031
54-00 OPERATING SUPPLIES	6,974	4,585	4,451	1,789	2,385	4,451
58-00 OPERATING EQUIPMENT <\$5,000	5,074	4,013	3,896	6,860	9,147	3,896
Subtotal of SUPPLIES	\$20,814	\$34,668	\$33,701	\$19,901	\$26,535	\$36,100
63-00 VEHICLE MAINTENANCE	\$5,140	\$2,591	\$2,591	\$4,472	\$5,963	\$2,591
68-00 EQUIPMENT MAINTENANCE	1,261	849	849	5,512	7,349	849
Subtotal of MAINTENANCE	\$6,401	\$3,440	\$3,440	\$9,984	\$13,312	\$3,440
71-40 CONSULTING SERVICES	\$0	\$2,449	\$2,378	\$0	\$0	\$2,378
73-11 VEHICLE INSURANCE	1,223	876	850	1,468	1,957	850
73-22 LAW ENFORCEMENT INSURANCE	1,448	\$3,729	3,620	1,659	2,212	\$3,620
74-00 OPERATING SERVICES	5,042	2,385	2,316	4,336	5,781	2,316
74-01 POSTAL AND COURIER SERVICES	2,162	\$1,224	1,188	952	1,269	\$1,188
74-97 RECRUITMENT ADVERTISING	360	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	\$0	0	0	0	\$0
75-10 TRAINING	1,360	2,290	2,223	475	633	2,223
75-20 TRAVEL REIMBURSEMENTS	1,447	\$1,555	1,510	253	337	\$1,510
75-30 MEMBERSHIPS	441	1,061	1,030	145	193	1,030
75-40 PUBLICATIONS	0	\$0	0	0	0	\$0
76-12 TELEPHONE/COMMUNICATIONS	2	0	0	0	0	0
78-30 RENTAL	2,426	\$7,665	7,442	95	127	\$7,442
78-31 VEHICLE LEASE-INTERNAL	12,650	13,030	12,650	9,488	12,651	12,650
Subtotal of SERVICES	\$28,561	\$36,264	\$35,207	\$18,871	\$25,161	\$35,207
Totals for ADMINISTRATION	\$870,767	\$706,481	\$706,481	\$411,719	\$685,855	\$693,944

**Police
Communications
001-2110-421**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$508,608	\$548,022	\$548,022	\$373,561	\$498,081	\$559,855
41-30 OVERTIME PAY	78,438	31,381	32,003	30,209	40,279	32,003
41-31 HOLIDAY HOURS WORKED	0	0	0	16,782	22,376	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,830	8,425	8,425	6,605	6,605	9,385
41-45 INCENTIVE-CERTIFICATE PAY	15,315	20,160	20,160	15,020	20,027	21,660
41-49 CELL PHONE ALLOWANCE	1,708	1,980	1,980	1,370	1,827	1,980
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	41,146	38,148	38,148	27,869	37,159	23,184
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	48,687	48,777	48,777	35,254	47,005	48,921
47-20 TMRS RETIREMENT FUND	85,249	82,725	82,725	63,964	85,285	93,031
48-10 HEALTH/DENTAL INSURANCE	46,548	53,444	53,444	38,584	51,445	55,179
48-20 LIFE INSURANCE	1,367	1,183	1,183	1,147	1,529	1,214
48-30 DISABILITY INSURANCE	2,311	2,430	2,430	2,380	3,173	2,495
48-40 WORKERS COMP INSURANCE	1,166	853	853	677	903	776
48-50 EAP SERVICES	884	912	912	684	912	912
48-90 FLEX PLAN ADMINISTRATION	232	0	0	188	251	0
Subtotal of PERSONNEL	\$837,489	\$838,440	\$839,062	\$614,294	\$816,857	\$850,595
51-00 OFFICE SUPPLIES	\$2,303	\$2,744	\$2,664	\$1,029	\$1,372	\$0
52-00 PERSONNEL SUPPLIES	2,547	2,781	2,700	1,848	2,464	2,700
54-00 OPERATING SUPPLIES	2,511	1,798	1,746	842	1,123	1,746
58-00 OPERATING EQUIPMENT <\$5,000	5,908	1,754	1,703	402	536	1,703
58-01 EMERGENCY - EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$13,269	\$9,077	\$8,813	\$4,121	\$5,495	\$6,149
68-00 EQUIPMENT MAINTENANCE	\$3,840	\$12,102	\$13,764	\$10,489	\$13,985	\$17,764
Subtotal of MAINTENANCE	\$3,840	\$12,102	\$13,764	\$10,489	\$13,985	\$17,764
73-50 SURETY BONDS	\$71	\$361	\$350	\$284	\$379	\$350
74-00 OPERATING SERVICES	279	358	348	(29)	(39)	348
74-01 POSTAL / COURIER SERVICES	0	106	103	239	319	103
74-97 RECRUITMENT ADVERTISING	0	544	528	0	0	528
75-10 TRAINING	3,660	4,777	4,638	3,163	4,217	4,638
75-20 TRAVEL REIMBURSEMENTS	2,903	3,427	3,327	3,273	4,364	3,327
75-30 MEMBERSHIPS	403	719	698	721	961	698
76-11 ELECTRICITY	0	0	0	0	1,200	1,168
76-12 TELEPHONE/ COMMUNICATIONS	0	3,600	3,600	0	0	4,200
78-00 CONTRACT SERVICES	458	1,512	1,468	132	176	1,468
78-30 RENTAL	126	486	472	47	63	472
Subtotal of SERVICES	\$7,900	\$15,890	\$15,532	\$7,830	\$11,640	\$17,300
Totals for COMMUNICATIONS	\$862,498	\$875,509	\$877,171	\$636,734	\$847,977	\$891,808

**Police
Patrol
001-2120-421**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$1,774,626	\$2,148,901	\$2,148,901	\$1,490,068	\$1,986,757	\$2,127,115
41-20 PART-TIME WAGES	14,520	11,961	11,961	21,718	28,957	57,905
41-30 OVERTIME PAY	479,272	261,564	276,824	231,132	305,176	378,537
41-31 HOLIDAY HOURS WORKED	0	0	0	83,955	111,940	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	11,795	16,215	16,215	14,145	14,145	18,935
41-45 INCENTIVE-CERTIFICATE PAY	38,400	60,300	60,300	48,425	60,667	68,400
41-49 CELL PHONE ALLOWANCE	4,189	5,880	5,880	3,707	4,943	5,460
41-50 CLOTHING ALLOWANCE	100	1,600	1,600	0	0	0
41-90 ACCRUED PAYROLL	672	0	0	0	0	0
42-20 PART-TIME WAGES	55,998	77,113	77,113	50,822	67,763	51,774
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	174,170	191,336	191,336	144,132	184,676	195,809
47-20 TMRS RETIREMENT FUND	307,534	333,094	333,094	262,150	336,533	369,815
48-10 HEALTH/DENTAL INSURANCE	240,397	278,870	278,870	218,452	278,269	259,555
48-20 LIFE INSURANCE	4,709	4,635	4,635	4,428	5,404	4,606
48-30 DISABILITY INSURANCE	7,923	9,536	9,536	9,220	12,093	9,464
48-40 WORKERS COMP INSURANCE	45,038	36,727	36,727	28,671	36,728	31,581
48-50 EAP SERVICES	2,383	2,895	2,895	2,041	2,721	2,793
48-90 FLEX PLAN ADMINISTRATION	858	1,470	1,470	754	1,005	1,470
Subtotal of PERSONNEL	\$3,162,584	\$3,442,097	\$3,457,357	\$2,613,820	\$3,437,778	\$3,583,219
51-00 OFFICE SUPPLIES	\$4,122	\$460	\$460	\$199	\$265	\$0
52-00 PERSONNEL SUPPLIES	24,117	37,060	36,046	8,056	10,741	36,046
53-00 VEHICLE SUPPLIES	4,001	3,201	3,108	813	1,084	3,108
53-01 FUEL	144,175	170,046	166,386	69,902	93,203	109,456
54-00 OPERATING SUPPLIES	38,374	31,436	36,491	31,663	42,217	30,522
55-01 EMERGENCY - MATERIALS	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	129,526	33,541	32,571	18,258	24,344	32,571
Subtotal of SUPPLIES	\$344,315	\$275,744	\$275,062	\$128,891	\$171,855	\$211,703
63-00 VEHICLE MAINTENANCE	\$69,799	\$64,412	\$68,604	\$64,582	\$86,109	\$64,412
64-00 OPERATING MAINTENANCE	1,645	2,120	2,120	1,163	1,551	2,120
68-00 EQUIPMENT MAINTENANCE	17,528	37,024	37,024	16,841	22,455	37,024
Subtotal of MAINTENANCE	\$88,972	\$103,556	\$107,748	\$82,586	\$110,115	\$103,556
72-12 MEDICAL EXAMINATIONS	\$0	\$400	\$400	\$0	\$0	\$400
73-11 VEHICLE INSURANCE	14,184	10,893	10,576	8,652	11,536	10,576
73-22 LAW ENFORCEMENT INS	14,958	18,091	17,564	17,147	22,863	17,564
73-40 ANIMAL MORTALITY INS	650	711	690	650	867	690
74-00 OPERATING SERVICES	7,000	5,986	5,812	4,842	6,456	5,812
74-01 POSTAL /COURIER SERVICES	1,420	530	515	958	1,277	515
74-97 RECRUITMENT ADVERTISING	2,036	526	511	802	1,069	511
74-98 JUDGMENTS & DAMAGE CLAIM	1,635	0	0	1,730	2,307	0
75-10 TRAINING	28,765	15,473	15,037	10,311	13,748	15,037
75-20 TRAVEL REIMBURSEMENTS	9,528	5,613	5,466	3,978	5,304	5,466
75-30 MEMBERSHIPS	355	826	802	288	384	802
75-40 PUBLICATIONS	54	0	0	51	68	0
76-12 PHONE/COMMUNICATIONS	10,332	0	28,740	23,398	31,197	26,057
77-10 SOFTWARE LICENSE FEES	9,700	0	0	0	0	0
78-30 RENTAL	1,572	0	0	649	865	0
78-31 VEHICLE LEASE-INTERNAL	199,723	205,715	199,723	149,792	199,723	199,723
Subtotal of SERVICES	\$301,912	\$264,764	\$285,836	\$223,248	\$297,664	\$283,153
83-00 VEHICLE EQUIPMENT	\$0	\$13,246	\$12,860	\$0	\$0	\$12,860
88-00 CAPITAL EQUIPMENT	5,864	29,409	28,552	0	0	28,552
Subtotal of CAPITAL	\$5,864	\$42,655	\$41,412	\$0	\$0	\$41,412
Totals for PATROL	\$3,903,647	\$4,128,816	\$4,167,415	\$3,048,545	\$4,017,412	\$4,223,043

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$46,374	\$49,235	\$49,235	\$34,341	\$45,788	\$49,128
41-30 OVERTIME PAY	8,182	3,796	4,176	2,920	3,893	4,177
41-31 HOLIDAY HOURS WORKED	0	0	0	2,341	3,121	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	270	325	325	320	320	385
41-45 INCENTATIVE PAY	400	600	600	450	600	600
41-91 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	3,945	4,094	4,094	2,847	3,796	4,098
47-20 TMRS RETIREMENT FUND	7,334	7,385	7,385	5,551	7,401	8,086
48-10 HEALTH/DENTAL INSURANCE	5,917	10,695	10,695	7,624	10,165	10,695
48-20 LIFE INSURANCE	109	108	108	94	125	107
48-30 DISABILITY INSURANCE	185	221	221	196	261	221
48-40 WORKERS COMP INSURANCE	1,049	826	826	598	797	705
48-50 EAP SERVICES	49	57	57	39	52	57
48-90 FLEX PLAN ADMINISTRATION	17	19	19	13	17	19
Subtotal of PERSONNEL	\$73,831	\$77,361	\$77,741	\$57,334	\$76,339	\$78,278
51-00 OFFICE SUPPLIES	\$35	\$159	\$154	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	0	510	495	0	0	495
53-00 VEHICLE SUPPLIES	647	530	515	54	72	515
53-01 FUEL	9,669	8,176	8,013	3,939	5,252	5,271
54-00 OPERATING SUPPLIES	62	106	103	263	351	103
58-00 OPERATING EQUIPMENT <\$5,000	4,091	530	515	2,227	2,969	18,974
Subtotal of SUPPLIES	14,504	10,011	9,795	6,483	8,644	25,358
63-00 VEHICLE MAINTENANCE	23	\$904	904	19	\$25	\$904
68-00 EQUIPMENT MAINTENANCE	333	0	0	0	0	0
Subtotal of MAINTENANCE	356	904	904	19	25	904
73-11 VEHICLE INSURANCE	\$0	\$646	\$627	\$0	\$0	\$627
73-22 LAW ENFORCEMENT	0	0	0	0	0	0
74-00 OPERATING SERVICES	20	355	345	80	107	345
74-01 POSTAL AND COURIER SERVICES	0	0	0	0	0	0
75-10 TRAINING	0	212	206	0	0	206
75-20 TRAVEL REIMBURSEMENTS	29	530	515	0	0	515
75-40 PUBLICATIONS	0	0	0	0	0	0
76-12 TELEPHONE/COMMUNICATIONS	386	582	565	37	49	565
78-31 VEHICLE LEASE-INTERNAL	3,249	3,346	3,249	2,437	3,249	3,249
Subtotal of SERVICES	\$3,684	\$5,671	\$5,507	\$2,554	\$3,405	\$5,507
Totals for PATROL-DOT PROGRAM	\$92,375	\$93,947	\$93,947	\$66,390	\$88,413	\$110,047

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$553,911	\$654,588	\$654,588	\$495,514	\$660,685	\$726,480
41-30 OVERTIME PAY	132,088	49,023	52,028	75,465	100,620	52,028
41-31 HOLIDAY HOURS WORKED	0	0	0	1,383	1,844	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,028	4,530	4,530	5,115	5,115	5,960
41-45 INCENTIVE-CERTIFICATE PAY	17,900	27,300	27,300	21,525	28,700	29,400
41-49 CELL PHONE ALLOWANCE	4,340	5,220	5,220	3,600	4,800	5,640
41-50 CLOTHING ALLOWANCE	7,880	8,400	8,400	4,870	6,493	9,200
41-90 ACCRUED PAYROLL	4,506	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	53,171	56,257	56,257	44,419	59,225	62,306
47-20 TMRS RETIREMENT FUND	96,308	101,483	101,483	83,298	111,064	122,943
48-10 HEALTH/DENTAL INSURANCE	66,013	83,024	83,024	66,050	88,067	86,486
48-20 LIFE INSURANCE	1,422	1,410	1,410	1,469	1,959	1,574
48-30 DISABILITY INSURANCE	2,413	2,897	2,897	3,057	4,076	3,233
48-40 WORKERS COMP INSURANCE	12,931	10,257	10,257	8,575	11,433	9,705
48-50 EAP SERVICES	542	627	627	509	679	684
48-90 FLEX PLAN ADMINISTRATION	237	321	321	163	217	321
Subtotal of PERSONNEL	\$957,690	\$1,005,337	\$1,008,342	\$815,012	\$1,084,978	\$1,115,960
51-00 OFFICE SUPPLIES	\$2,608	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	2,885	1,350	1,311	1,695	2,260	1,311
53-00 VEHICLE SUPPLIES	14	1,112	1,080	280	373	1,080
53-01 FUEL	32,341	46,025	45,108	13,548	18,064	29,674
54-00 OPERATING SUPPLIES	5,389	5,142	7,306	3,570	4,760	4,992
58-00 OPERATING EQUIPMENT <\$5,000	6,352	5,725	3,456	4,502	6,003	5,558
Subtotal of SUPPLIES	\$49,589	\$59,354	\$58,261	\$23,595	\$31,460	\$42,615
63-00 VEHICLE MAINTENANCE	\$13,480	\$10,441	\$10,441	\$8,522	\$11,363	\$10,441
64-00 OPERATING MAINTENANCE	0	1,283	1,283	0	0	1,283
68-00 EQUIPMENT MAINTENANCE	731	819	819	489	652	819
Subtotal of MAINTENANCE	\$14,211	\$12,543	\$12,543	\$9,011	\$12,015	\$12,543
73-11 VEHICLE INSURANCE	\$8,190	\$7,540	\$7,320	\$6,037	\$8,049	\$7,320
73-22 LAW ENFORCEMENT INSURANCE	5,308	6,939	6,737	6,084	8,112	6,737
73-50 SURETY BONDS	0	0	0	0	0	0
74-00 OPERATING SERVICES	4,307	5,194	6,215	9,157	12,209	5,043
74-01 POSTAL/COUIER SERVICES	815	688	668	656	875	668
74-50 GRANT MATCHING	5,250	0	0	0	0	1,050
74-91 ADVERTISING/PUBLIC NOTICE	0	1,082	1,050	0	0	0
74-98 JUDGEMENTS & DAMAGE CLAIM	500	0	0	0	0	0
75-10 TRAINING	9,422	6,467	8,676	7,938	10,584	6,279
75-20 TRAVEL REIMBURSEMENTS	7,397	8,426	5,784	6,221	8,295	8,181
75-30 MEMBERSHIPS	998	451	563	690	920	438
75-40 PUBLICATIONS	0	0	0	52	69	0
76-12 TELEPHONE/ COMMUNICATIONS	715	794	1,971	1,350	1,800	771
77-30 INTERNET SERVICES-AIR CARDS	0	0	0	0	0	1,200
78-30 RENTAL	792	0	0	504	672	0
78-31 VEHICLE LEASE-INTERNAL	20,198	20,804	20,198	15,149	20,199	20,198
Subtotal of SERVICES	\$63,892	\$58,385	\$59,182	\$53,838	\$71,784	\$57,885
Totals for CRIMINAL INVESTIGATIONS	\$1,085,382	\$1,135,619	\$1,138,328	\$901,456	\$1,200,236	\$1,229,003

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$100,184	\$150,467	\$150,467	\$81,032	\$108,043	\$150,076
41-30 OVERTIME PAY	18,231	5,352	6,252	11,076	14,768	5,052
41-31 HOLIDAY HOURS WORKED	0	0	0	2,133	2,844	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	675	550	550	475	475	685
41-45 INCENTIVE-CERTIFICATE PAY	340	480	480	945	1,260	960
41-49 CELL PHONE ALLOWANCE	427	420	420	291	388	420
41-90 ACCRUED PAYROLL	103	0	0	0	0	0
42-20 PART-TIME WAGES	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	8,438	11,490	11,490	6,881	9,175	11,797
47-20 TMRS RETIREMENT FUND	15,943	16,591	16,591	13,163	17,551	23,278
48-10 HEALTH/DENTAL INSURANCE	20,454	44,728	44,728	15,697	20,929	31,316
48-20 LIFE INSURANCE	268	271	271	242	323	326
48-30 DISABILITY INSURANCE	458	560	560	203	271	669
48-40 WORKERS COMP INSURANCE	1,471	1,303	1,303	913	1,217	1,502
48-50 EAP SERVICES	153	288	288	128	171	228
48-90 FLEX PLAN ADMINISTRATION	134	122	122	96	128	122
Subtotal of PERSONNEL	\$167,279	\$232,622	\$233,522	\$133,275	\$177,542	\$226,431
51-00 OFFICE SUPPLIES	\$219	\$718	\$697	\$507	\$676	\$0
52-00 PERSONNEL SUPPLIES	963	1,361	1,330	717	956	1,330
53-00 VEHICLE SUPPLIES	0	104	104	16	21	104
53-01 FUEL	8,561	12,787	12,560	3,607	4,809	8,263
54-00 OPERATING SUPPLIES	5,810	5,134	4,984	6,008	8,011	4,984
54-95 CHEMICALS	0	424	412	195	260	412
58-00 OPERATING EQUIPMENT <\$5,000	4,680	1,316	1,290	1,710	2,280	1,290
Subtotal of SUPPLIES	\$20,233	\$21,844	\$21,377	\$12,760	\$17,013	\$16,383
63-00 VEHICLE MAINTENANCE	\$4,548	\$2,373	\$2,373	\$1,382	\$1,843	\$2,373
68-00 EQUIPMENT MAINTENANCE	465	0	0	0	0	0
Subtotal of MAINTENANCE	\$5,013	\$2,373	\$2,373	\$1,382	\$1,843	\$2,373
73-11 VEHICLE INSURANCE	\$1,159	\$1,354	\$1,315	\$869	\$1,159	\$1,315
74-00 OPERATING SERVICES	1,791	2,624	2,563	863	1,151	2,563
74-01 POSTAL/ COURIER SERVICES	171	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	325	0	0	0	0	0
75-10 TRAINING	550	1,185	1,166	535	713	1,166
75-20 TRAVEL REIMBURSEMENTS	326	809	785	1,199	1,599	785
75-30 MEMBERSHIPS	105	143	139	150	200	139
75-40 PUBLICATIONS	36	0	0	0	0	0
76-12 TELEPHONE/ COMMUNICATIONS	0	116	113	0	0	2,513
76-13 NATURAL GAS	426	0	0	301	301	0
78-00 CONTRACT SERVICES	0	582	565	0	0	565
78-30 RENTAL	189	0	0	142	189	0
78-31 VEHICLE LEASE-INTERNAL	8,858	9,124	8,858	6,644	8,859	8,858
Subtotal of SERVICES	\$13,936	\$15,937	\$15,504	\$10,703	\$14,170	\$17,904
83-00 VEHICLE EQUIPMENT	\$0	\$6,550	\$6,550	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	21,000	21,000	0	0	0
Subtotal of CAPITAL	\$0	\$27,550	\$27,550	\$0	\$0	\$0
Totals for ANIMAL CONTROL	\$206,461	\$300,326	\$300,326	\$158,120	\$210,568	\$263,091



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

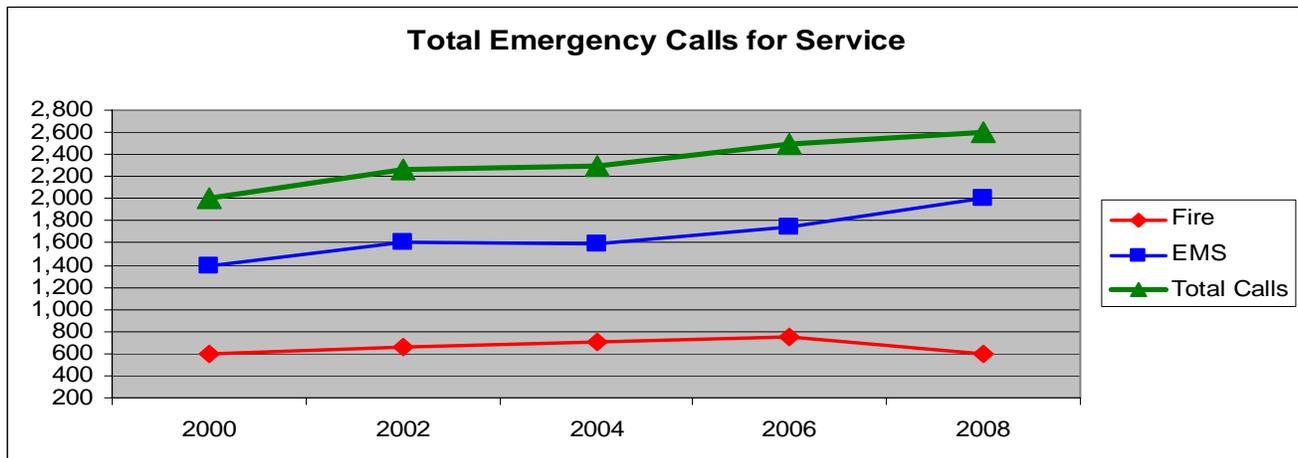
The Friendswood Volunteer Fire Department, Inc. (FVFD) is a 501c3 non-profit corporation that was created in 1951 and is dedicated to the protection of life and property by providing fire suppression, rescue, EMS services, hazardous material response, and public education on fire and injury prevention 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, the Fire and EMS Divisions. A third division, the **Administrative Division** manages the administrative affairs of the department primarily related to financial matters and payroll, personnel management, recruitment issues, and facilities management. The Administrative Division is also responsible for public relations, which are beneficial to the fund raising and public awareness efforts of the department.

The **Fire Division** consists of 62 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 42 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. The EMS Division was again awarded this recognition in 2007, becoming one of the few EMS's in the State to have won more than once. In November of 2003, Lisa Camp, our EMS Chief was awarded the State of Texas Outstanding EMS Administrators' Award. In 2005-06, Lisa Camp was selected as a "Hometown Hero" and was asked to throw out the first pitch at a Houston Astros' game. The Friendswood VFD EMS was also recognized by the Greater Houston EMS Council as the Outstanding Public Education Provider for EMS in 2006-07. Assistant Chief Kris Kern was recognized as the Houston area's "EMS Educator of the Year" in 2007.



Highlights of the Budget

Decision Package Operational Requests / Forces at work

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

Decision Packages (Funded)

Fire Hose Replacement	One-time Cost	\$10,000
Firefighter Protective Gear (10)	One-time Cost	\$17,000
Rescue Equipment for new engine @ Fire Station #4	One-time Cost	\$15,000

Decision Packages (Unfunded)

Volunteer Fireman's Pension Contribution Rate Increase	On-going Cost	\$15,000
Per Call Stipend Increase for Volunteer Medics	On-going Cost	\$23,000

Capital Equipment Requests

In our 15-year capital equipment plan which was presented to Council earlier this year, 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 Medic Car (unit 44)	\$31,000
Replace Engine #23	\$62,000
Replace EMS Duty Paramedic Vehicle (unit 499)	\$35,000
Replace EMS mobile computers and software	\$45,000
Fire Command computers for command vehicles	\$24,000
Replace Utility 21 chassis and remount stake body	\$30,000
Manpower squad truck for Fire Station #3	\$40,000
Total Request from Fire and EMS Fund	\$267,000

Capital Improvement Plan Requests:

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

Replace electrical panel & wiring (Fire Station #2)	\$35,000
Repair hurricane damage & renovate (Fire Station #3)	\$150,000
Total Request for the City's CIP Plan	\$185,000

**Friendswood Volunteer Fire Department
Department Summary**

EXPENDITURE BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
FVFD	1,174,649	1,169,741	1,217,609	912,165	1,221,767	1,228,643	0.9%
Department Total	\$1,174,649	\$1,169,741	\$1,217,609	\$912,165	\$1,221,767	\$1,228,643	0.9%

EXPENDITURE BY CLASSIFICATION

Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	0	0	0	0	0	0	0.0%
Supplies	64,282	0	47,868	21,673	47,868	0	0.0%
Maintenance	0	0	0	0	0	0	0.0%
Services	1,110,367	1,169,741	1,169,741	890,492	1,173,899	1,228,643	5.0%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$1,174,649	\$1,169,741	\$1,217,609	\$912,165	\$1,221,767	\$1,228,643	5.0%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
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**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
58-00 OPERATING EQUIPMENT < \$5000	\$64,282	\$0	\$47,868	\$21,673	\$47,868	\$0
Subtotal of SERVICES	\$64,282	\$0	\$47,868	\$21,673	\$47,868	\$0
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
74-98 JUDGMENTS & DAMAGE CLAIM	2,040	0	0	0	0	0
76-12 TELEPHONE/ COMMUNICATIONS	2,388	0	0	1,710	2,280	0
78-61 FIRE/EMS SERVICES	1,079,169	1,131,349	1,131,349	848,512	1,131,349	1,188,654
78-62 EMS SERVICE RUNS	26,770	26,203	26,203	27,770	27,770	27,800
79-10 COMMUNITY EVENTS/ PROGRAMS	0	0	0	0	0	0
79-80 GRANT MATCH - OPERATIONS	0	12,189	12,189	0	0	12,189
88-00 CAPITAL EQUIPMENT	0	0	0	12,500	12,500	0
Subtotal of SERVICES	\$1,110,367	\$1,169,741	\$1,169,741	\$890,492	\$1,173,899	\$1,228,643
Totals for FVFD	\$1,174,649	\$1,169,741	\$1,217,609	\$912,165	\$1,221,767	\$1,228,643

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 7 part-time employees. The Fire Marshal's staff is on 24-hour call out, 7 days a week.

The **Fire Marshal's Office** has the primary responsibility of responding to fires and hazardous incidents within the city. All fires are investigated for origin and cause. The Fire Marshal's Office is responsible for the filing of appropriate criminal charges that may arise from an investigation. The Fire Marshal 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 6 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

In the past, both the Fire Marshal and Emergency Management's base budgets were supplemented by the Emergency Management Performance Grant (EMPG), which were utilized to off-set expenses provided by this program. Advanced funding has been requested since the EMPG funding for FY10 is not expected to be approved by the state until late 2009. The EMPG funds totaled \$51,423 last year and we anticipate receiving at least this amount again this year. This grant funding provides approximately 55% total of operation and maintenance budget costs.

Funding for a Citizen Emergency Notification Service has been requested in the amount of \$30,000. For several years, Galveston County paid the base fees for access to the First Call Network; but will no longer be using the service. This funding will assist in maintaining this continued service with First Call or another selected vendor.

Two of the Fire Marshal's vehicles, both described as 2000 Ford F150 trucks, are scheduled to be replaced this budget year. A projected total of \$56,000 will be funded through the vehicle replacement fund to purchase both vehicles.

Decision Packages (Funded)

Citizen emergency notification services	Ongoing	\$30,000
---	---------	----------

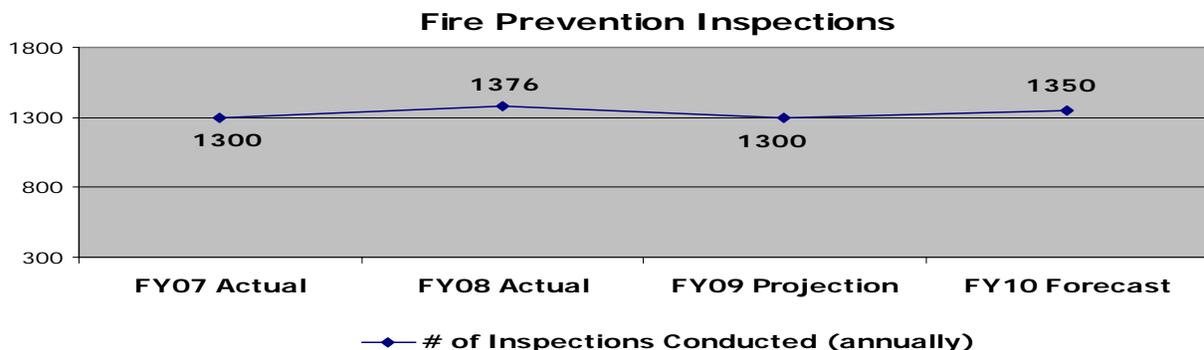
Departmental Goals and Measures

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

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

Objective A:

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



Trend: A total of 1376 inspections were conducted in 2008, a slight increase as compared to 1300 inspections in 2007. The projection for 2009 is expected to be around 1300 inspections. One reason for this decrease is due to the work involved after Hurricane Ike struck, which took the staff away from their normal duties and focused on recovery phases, monitoring debris clean-up efforts and applying for grants for several months. Because annual inspections continue to be completed

every year, the need for follow-up inspections have declined, therefore our proposed forecast is expected to be 1350 for 2010.

Objective B:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Annual total programs conducted	27	50	25	24
Total number of people attending programs	1,413	1,535	1,700	1,300
Total number of hours for programs	62	138	50	50

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

Objective C:

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

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

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

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

Objective A:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Annual total of DRC meetings attended.	68	69	60	65

Trend: The number of Design Review Criteria meetings continues to grow as the Community Development Department and other departments that are involved promote the program. The lengthy process of individual site plan reviews has been greatly reduced with the introduction of group site plan reviews. Due to the close

nature of the two programs, group site plan reviews have made a seamless merger with Design Review Criteria meetings, and statistics for the two now fall under this objective.

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

Objective B:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Annual total of Commercial Plans reviewed.	181	162	150	160

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

Goal 3 (linked to City Goal 6)

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

Objective A:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Increase combined annual total hours of training attended by 25% in FY 2010	450	614	400	500

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

**Fire Marshal's Office
Department Summary**

EXPENDITURE BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	453,873	467,554	492,320	414,292	537,161	473,693	1.3%
Fire Administration	0	0	0	0	0	0	0.0%
Emergency Management	128,768	101,533	150,309	66,792	88,906	131,020	29.0%
Tropical Storms/Hurricanes	3,459,776	0	0	5,349,240	5,349,240	0	0.0%
Department Total	\$4,042,417	\$569,087	\$642,629	\$5,830,324	\$5,975,307	\$604,713	6.3%

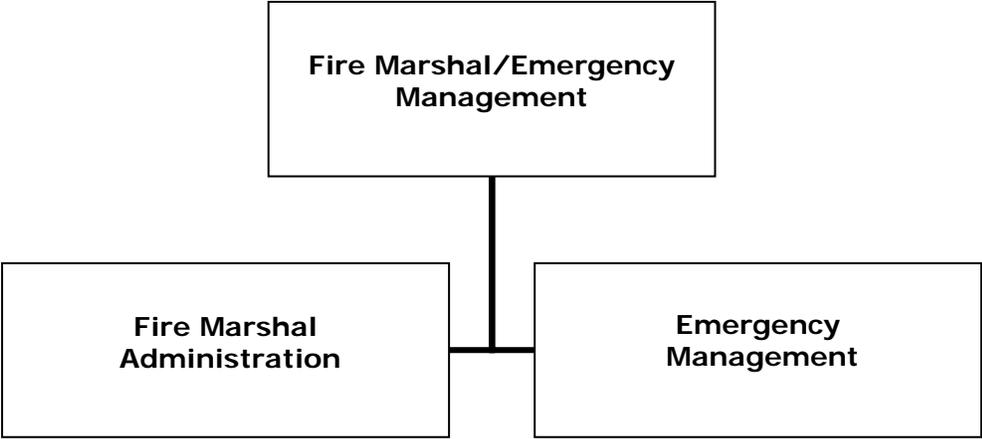
EXPENDITURE BY CLASSIFICATION

Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	854,856	483,803	483,803	393,255	518,528	505,880	4.6%
Supplies	128,278	34,025	84,612	29,590	39,394	20,404	-40.0%
Maintenance	8,184	9,119	7,457	2,369	3,035	7,457	-18.2%
Services	3,051,099	42,140	43,011	5,360,470	5,369,710	70,972	68.4%
Capital Outlay	0	0	23,746	44,640	44,640	0	0.0%
Department Total	\$4,042,417	\$569,087	\$642,629	\$5,830,324	\$5,975,307	\$604,713	6.3%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	4.8	4.8	4.8	4.8	4.8	4.8	0.0%
Fire Administration	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Emergency Management	1.3	1.3	1.3	1.3	1.3	1.3	0.0%
Tropical Storms/Hurricanes	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	6.1	6.1	6.1	6.1	6.1	6.1	0.0%

Fire Marshal's Office



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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$224,171	\$291,773	\$291,773	\$202,016	\$269,355	\$299,661
41-30 OVERTIME PAY	28,415	16,869	16,869	17,984	23,979	15,310
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,370	2,205	2,205	1,550	1,550	2,930
41-44 VEHICLE ALLOWANCE	3,683	5,400	5,400	3,893	5,400	5,400
41-45 INCENTIVE-CERTIFICATE PAY	2,625	4,200	4,200	6,500	8,750	9,000
41-49 CELL PHONE ALLOWANCE	4,605	5,640	5,640	3,320	4,427	4,800
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	65,550	11,077	11,077	22,197	29,596	9,652
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	24,700	24,715	24,715	18,418	24,557	26,162
47-20 TMRS RETIREMENT FUND	39,896	43,056	43,056	32,207	42,943	50,165
48-10 HEALTH/DENTAL INSURANCE	19,884	17,062	17,062	18,986	25,315	17,062
48-20 LIFE INSURANCE	683	629	629	598	797	649
48-30 DISABILITY INSURANCE	1,142	1,291	1,291	1,251	1,668	1,333
48-40 WORKERS COMP INSURANCE	5,704	3,844	3,844	3,725	4,967	3,471
48-50 EAP SERVICES	523	627	627	384	512	570
48-90 FLEX PLAN ADMINISTRATION	137	122	122	110	147	122
Subtotal of PERSONNEL	\$423,088	\$428,510	\$428,510	\$333,139	\$443,961	\$446,287
51-00 OFFICE SUPPLIES	\$1,126	\$1,568	\$1,568	\$1,060	\$1,413	\$1,568
52-00 PERSONNEL SUPPLIES	557	4,971	4,971	2,230	\$2,973	2,571
53-00 VEHICLE SUPPLIES	5	212	212	6	\$8	212
53-01 FUEL	4,495	3,618	3,618	3,119	\$4,159	2,380
54-00 OPERATING SUPPLIES	2,004	2,385	2,534	1,532	\$2,043	2,385
58-00 OPERATING EQUIPMENT <\$5,000	4,430	8,000	8,000	13,964	18,619	0
Subtotal of SUPPLIES	\$12,617	\$20,754	\$20,903	\$21,911	\$29,215	\$9,116
63-00 VEHICLE MAINTENANCE	\$2,097	\$2,009	\$2,009	\$1,944	\$2,592	\$2,009
68-00 EQUIPMENT MAINTENANCE	40	464	464	93	0	464
Subtotal of MAINTENANCE	\$2,137	\$2,473	\$2,473	\$2,037	\$2,592	\$2,473
73-11 VEHICLE INSURANCE	\$2,468	\$2,296	\$2,296	\$1,851	\$2,468	\$2,296
73-22 LAW ENFORCEMENT INSURANCE	1,930	2,439	2,439	2,213	2,951	2,439
74-00 OPERATING SERVICES	153	440	440	489	652	440
74-01 POSTAL AND COURIER SERVICES	114	264	264	99	132	264
74-94 PERMITS/INSPECTION/TESTNG	290	264	264	150	200	264
74-97 RECRUITMENT ADVERTISING	144	84	84	0	0	84
75-10 TRAINING	116	454	890	520	693	454
75-20 TRAVEL REIMBURSEMENTS	3,349	2,051	2,486	1,046	1,395	2,051
75-30 MEMBERSHIPS	605	737	737	515	687	737
76-12 TELEPHONE/COMMUNICATIONS	1,176	884	884	1,260	1,680	884
78-30 RENTAL	572	637	637	472	629	637
78-31 VEHICLE LEASE-INTERNAL	5,114	5,267	5,267	3,950	5,267	5,267
Subtotal of SERVICES	\$16,031	\$15,817	\$16,688	\$12,565	\$16,753	\$15,817
83-00 VEHICLE EQUIPMENT	\$0	\$0	\$23,746	\$44,640	\$44,640	\$0
Subtotal of CAPITAL	\$0	\$0	\$23,746	\$44,640	\$44,640	\$0
Totals for ADMINISTRATION	\$453,873	\$467,554	\$492,320	\$414,292	\$537,161	\$473,693

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
42-20 PART-TIME WAGES	\$0	\$0	\$0	\$0	\$0	\$0
42-25 FIXED RATE PAY	0	\$0	0	\$0	0	0
47-10 SOCIAL SECURITY/MEDICARE	0	\$0	0	\$0	0	0
48-40 WORKERS COMP INSURANCE	0	\$0	0	\$0	0	0
Subtotal of PERSONNEL	\$0	\$0	\$0	\$0	\$0	\$0
Totals for FIRE ADMINISTRATION	\$0	\$0	\$0	\$0	\$0	\$0

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$32,079	\$33,330	\$33,330	\$23,143	\$30,857	\$34,381
41-30 OVERTIME PAY	1,801	817	817	1,020	1,360	817
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	390	455	455	450	450	670
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	1,575	2,100	2,100
41-49 CELL PHONE ALLOWANCE	427	420	420	291	388	420
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART TIME WAGES	14,044	10,906	10,906	10,519	14,025	11,300
47-10 SOCIAL SECURITY/MEDICARE	3,751	3,525	3,525	2,830	3,773	3,774
47-20 TMRS RETIREMENT FUND	4,650	4,854	4,854	3,607	4,809	5,742
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	81	72	72	69	92	75
48-30 DISABILITY INSURANCE	138	149	149	144	192	154
48-40 WORKERS COMP INSURANCE	83	51	51	55	73	46
48-50 EAP SERVICES	111	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	2	0	0	14	19	0
Subtotal of PERSONNEL	\$57,857	\$55,293	\$55,293	\$43,803	\$58,254	\$59,593
51-00 OFFICE SUPPLIES	\$903	\$1,053	\$1,053	\$610	813	\$1,053
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
53-00 VEHICLE SUPPLIES	0	464	464	0	0	464
53-01 FUEL	1,291	5,797	5,797	44	59	3,814
54-00 OPERATING SUPPLIES	3,104	2,981	2,981	1,692	2,256	2,981
58-00 OPERATING EQUIPMENT <\$5,000	43,882	2,976	53,414	5,153	6,871	2,976
Subtotal of SUPPLIES	\$49,180	\$13,271	\$63,709	\$7,499	\$9,999	\$11,288
63-00 VEHICLE MAINTENANCE	\$2,645	\$1,659	\$1,659	\$149	199	\$1,659
68-00 EQUIPMENT MAINTENANCE	3,402	4,987	3,325	183	244	3,325
Subtotal of MAINTENANCE	\$6,047	\$6,646	\$4,984	\$332	\$443	\$4,984
73-11 VEHICLE INSURANCE	\$1,454	0	0	\$848	1,131	0
74-00 OPERATING SERVICES	6,214	2,980	2,980	2,917	3,889	32,980
75-10 TRAINING	1,218	1,102	1,102	840	1,120	1,102
75-20 TRAVEL REIMBURSEMENTS	2,118	1,886	1,886	1,319	1,759	1,886
75-30 MEMBERSHIPS	285	637	637	488	651	637
76-11 ELECTRICITY	1,065	1,168	1,168	1,082	1,443	0
76-12 TELEPHONE/COMMUNICATIONS	487	1,828	1,828	406	541	1,828
78-00 CONTRACT SERVICES	1,516	5,300	5,300	3,734	4,979	5,300
78-30 RENTAL	1,327	822	822	1,145	1,527	822
78-41 ENVIRONMENTAL CLEAN UP	0	10,600	10,600	2,379	3,172	10,600
Subtotal of SERVICES	\$15,684	\$26,323	\$26,323	\$15,158	\$20,211	\$55,155
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	\$128,768	\$101,533	\$150,309	\$66,792	\$88,906	\$131,020

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$112,337	\$0	\$0	\$11,485	\$11,485	\$0
41-30 OVERTIME PAY	167,600	0	0	1,242	1,242	0
47-10 SOCIAL SECURITY/MEDICARE	21,343	0	0	969	969	0
47-20 TMRS RETIREMENT	37,707	0	0	1,753	1,753	0
48-10 HEALTH/DENTAL INSURANCE	29,211	0	0	667	667	0
48-20 LIFE INSURANCE	637	0	0	19	19	0
48-30 DISABILITY INSURANCE	1,079	0	0	40	40	0
48-40 WORKERS COMP INSURANCE	3,574	0	0	129	129	0
48-50 EAP SERVICES	293	0	0	5	5	0
48-90 FLEX PLAN ADMINISTRATION	130	0	0	4	4	0
Subtotal of PERSONNEL	\$373,911	\$0	\$0	\$16,313	\$16,313	\$0
53-01 FUEL	\$39,465	\$0	\$0	\$180	\$180	\$0
55-01 EMERGENCY - MATERIALS	1,299	0	0	0	0	0
58-01 EMERGENCY - EQUIPMENT	25,717	0	0	0	0	0
Subtotal of SUPPLIES	\$66,481	\$0	\$0	\$180	\$180	\$0
78-00 CONTRACT SERVICES	\$2,950,458	\$0	\$0	\$5,324,327	\$5,324,327	\$0
79-71 EMERGENCY - SERVICES	68,926	0	0	8,420	8,420	0
Subtotal of SERVICES	\$3,019,384	\$0	\$0	\$5,332,747	\$5,332,747	\$0
TOTAL TS OR HURRICANE	\$3,459,776	\$0	\$0	\$5,349,240	\$5,349,240	\$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.

Decision Packages (Unfunded)

Traffic Signal @ Sunset and Briar Meadow	One-time Cost	\$150,000
--	---------------	-----------

Departmental Goals and Measures

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

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

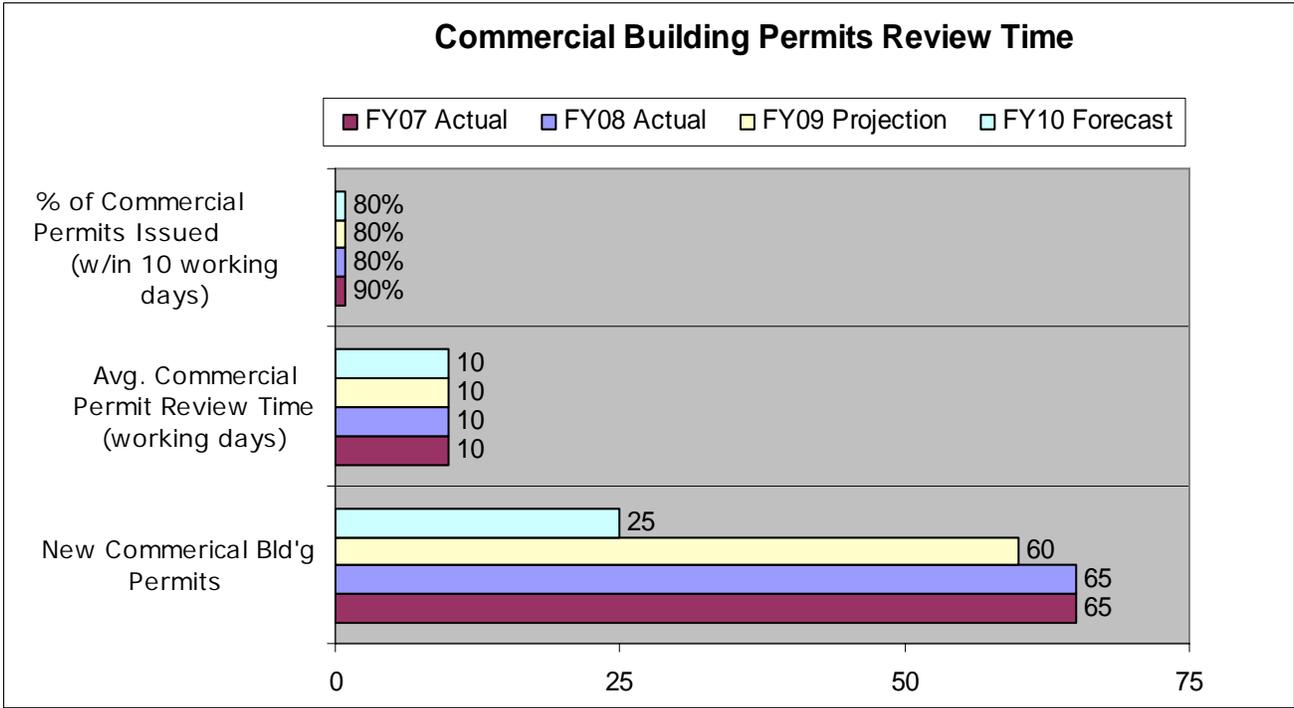
Objective A:

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

Community Development

Measure	FY07 Actual	FY08 Actual	FY09 Estimate	FY10 Forecast
New Residential Building Permits (each)	282	212	150	75
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%

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



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

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

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

Community Development

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 2008-09 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	\$1,923,191
Drainage	2		2		\$2,578,527
Streets & Thoroughfares					0
Parks					0

Objective B:

The second objective is to implement all projects in the most cost effective manner possible. This process begins in the engineering design phases and proceeds through construction and commissioning of the finished infrastructure. The table below identifies the number and cost of Change Orders issued for projects in each category for the 2008-2009 project list.

Project Category	Change Order Number and Dollar Amount					
	Org Cost	Add CO's	Deduct CO's	Net CO's	Total Cost	C O %
Water Improvements	\$ 2,279,004	\$ 6,820	0	\$ 6,820	\$2,285,824	0.30%
Sewer Improvements	\$ 7,189,731	\$ 18,503	0	\$ 18,503	\$ 7,208,234	0.26%
Facilities	\$ 3,272,772	\$ 4,000	0	\$ 4,000	\$ 3,276,772	0.12%
Drainage	\$ 1,440,174	\$ 45,551	\$ -3,000	\$ 42,551	\$ 1,482,725	2.87%
Streets & Thoroughfares	0	0	0	0	0	0
Parks	0	0	0	0	0	0

**Community Development
Department Summary**

EXPENDITURE BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	282,471	253,848	248,848	126,142	167,908	332,672	31.1%
Planning	129,296	137,817	137,817	98,215	131,368	140,937	2.3%
Inspection	283,821	404,927	414,147	274,429	360,447	387,682	-4.3%
Code Enforcement	63,636	101,352	101,352	15,704	34,589	94,474	-6.8%
Engineering (GF)	88,354	73,165	78,165	47,252	62,488	73,256	0.1%
Projects (GF)	148,208	157,051	157,051	111,214	147,752	160,725	2.3%
Engineering (W/S)	110,878	79,218	96,859	44,380	59,133	81,123	2.4%
Projects (W/S)	189,172	221,923	221,923	155,374	207,004	186,284	-16.1%
Department Total	\$1,295,836	\$1,429,301	\$1,456,162	\$872,710	\$1,170,689	\$1,457,153	1.9%

EXPENDITURE BY CLASSIFICATION

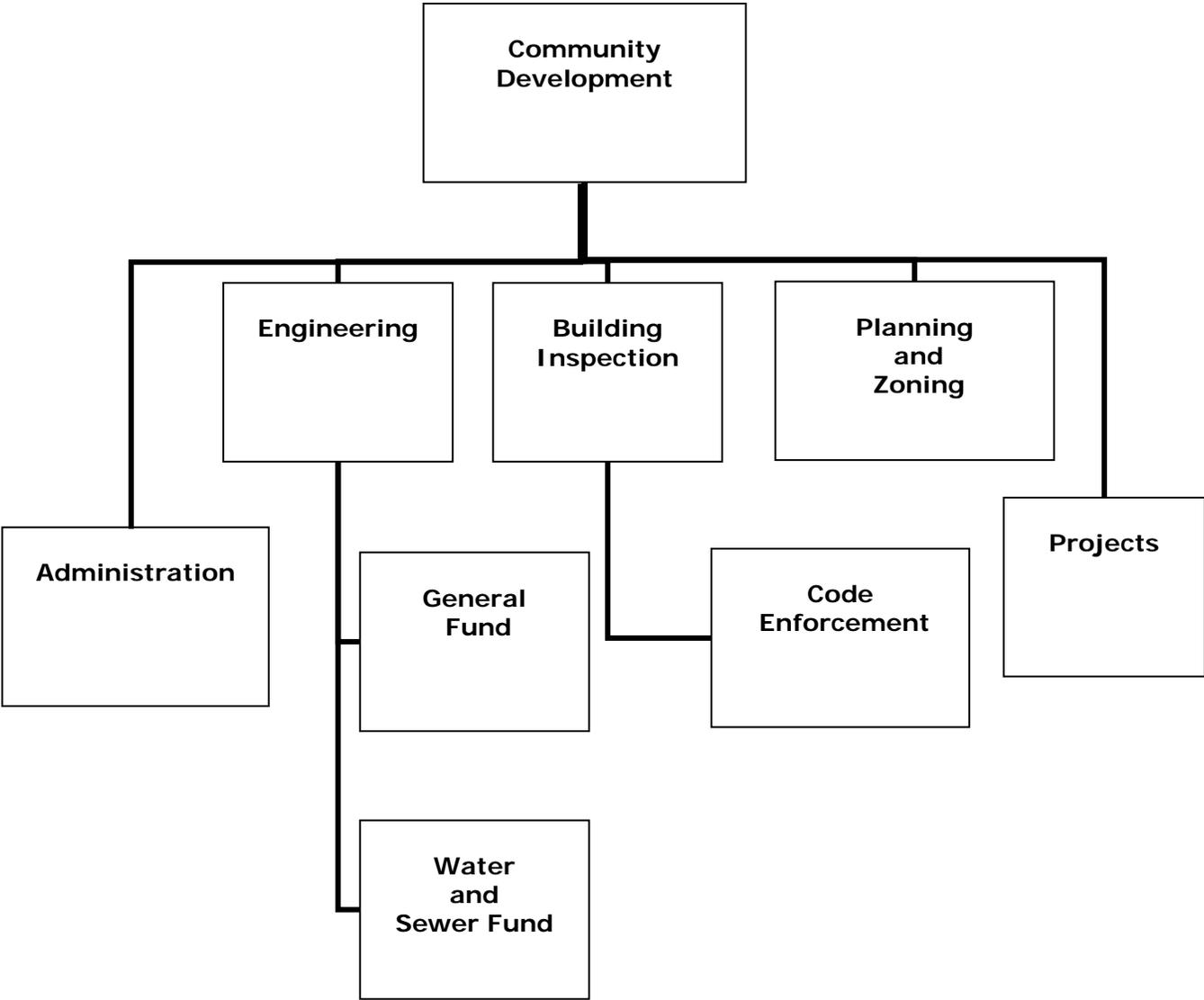
Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	1,109,611	1,249,163	1,249,163	792,661	1,069,508	1,296,890	3.8%
Supplies	22,126	36,526	36,526	13,154	17,501	31,651	-13.3%
Maintenance	1,231	2,546	2,546	367	489	2,546	0.0%
Services	162,868	126,066	152,927	51,112	67,775	126,066	0.0%
Capital Outlay	0	15,000	15,000	15,416	15,416	0	-100.0%
Department Total	\$1,295,836	\$1,429,301	\$1,456,162	\$872,710	\$1,170,689	\$1,457,153	1.9%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
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	5.7	5.7	5.7	5.7	5.7	0.0%
Code Enforcement	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Engineering (GF)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Projects (GF)	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Engineering (W/S)	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	17.7	17.7	17.7	17.7	17.7	0.0%

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

Community Development



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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$166,035	\$164,314	\$164,314	\$81,610	\$108,813	\$219,602
41-30 OVERTIME PAY	1,975	500	500	474	632	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	725	855	855	845	845	1,100
41-44 VEHICLE ALLOWANCE	5,633	8,100	8,100	3,893	5,191	10,800
41-45 INCENTIVE-CERTIFICATE PAY	1,500	2,100	2,100	1,125	1,500	1,500
41-49 CELL PHONE ALLOWANCE	1,679	1,500	1,500	789	1,052	1,860
41-50 HOUSING ALLOWANCE	9,288	0	0	0	0	0
41-90 ACCRUED PAYROLL	3,489	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	14,037	13,376	13,376	6,489	8,652	17,680
47-20 TMRS RETIREMENT FUND	24,074	24,130	24,130	12,165	16,220	34,886
47-31 ANNUAL 457B CONTRIBUTION	0	0	0	0	0	0
48-10 HEALTH/DENTAL INSURANCE	11,643	16,955	16,955	9,479	12,639	22,303
48-20 LIFE INSURANCE	437	356	356	238	317	474
48-30 DISABILITY INSURANCE	749	731	731	499	665	973
48-40 WORKERS COMP INSURANCE	390	347	347	134	179	381
48-50 EAP SERVICES	145	142	142	86	115	171
48-90 FLEX PLAN ADMINISTRATION	134	103	103	81	108	103
Subtotal of PERSONNEL	\$241,933	\$233,509	\$233,509	\$117,907	\$156,928	\$312,333
51-00 OFFICE SUPPLIES	\$839	\$9,381	\$9,381	\$5,376	\$7,168	\$9,381
54-00 OPERATING SUPPLIES	637	318	318	255	340	318
Subtotal of SUPPLIES	\$1,476	\$9,699	\$9,699	\$5,631	\$7,508	\$9,699
74-00 OPERATING SERVICES	346	530	530	483	\$644	530
74-01 POSTAL AND COURIER SERVICES	159	0	0	247	329	0
74-97 RECRUITMENT ADVERTISING	108	1,377	1,377	70	93	1,377
75-10 TRAINING	465	1,589	1,589	630	840	1,589
75-20 TRAVEL REIMBURSEMENTS	1,882	1,061	1,061	926	1,235	1,061
75-30 MEMBERSHIPS	772	933	933	248	331	933
78-00 CONTRACTED SERVICES	35,330	5,150	150	0	0	5,150
Subtotal of SERVICES	\$39,062	\$10,640	\$5,640	\$2,604	\$3,472	\$10,640
Totals for COMMUNITY DEV ADMIN	\$282,471	\$253,848	\$248,848	\$126,142	\$167,908	\$332,672

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$91,540	\$96,000	\$96,000	\$66,832	\$89,109	\$95,419
41-30 OVERTIME PAY	67	1,500	1,500	663	884	1,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	80	145	145	225	225	355
41-45 INCENTIVE-CERTIFICATE PAY	900	1,200	1,200	1,575	2,100	3,000
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	6,950	7,378	7,378	5,205	6,940	7,532
47-20 TMRS RETIREMENT FUND	12,309	13,309	13,309	9,505	12,673	14,862
48-10 HEALTH/DENTAL INSURANCE	5,427	5,427	5,427	4,316	5,755	5,427
48-20 LIFE INSURANCE	243	206	206	198	264	206
48-30 DISABILITY INSURANCE	413	423	423	415	553	423
48-40 WORKERS COMP INSURANCE	180	143	143	104	139	127
48-50 EAP SERVICES	114	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	39	103	103	29	39	103
Subtotal of PERSONNEL	\$118,262	\$125,948	\$125,948	\$89,153	\$118,796	\$129,068
51-00 OFFICE SUPPLIES	\$1,173	\$0	\$0	\$32	\$32	\$0
54-00 OPERATING SUPPLIES	496	1,589	1,589	341	455	1,589
Subtotal of SUPPLIES	\$1,669	\$1,589	\$1,589	\$373	\$487	\$1,589
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	180	318	318	0	0	318
74-01 POSTAL / COURIER SERVICES	149	0	0	78	104	0
75-10 TRAINING	6,252	5,300	5,300	4,400	5,867	5,300
75-20 TRAVEL REIMBURSEMENTS	2,349	3,985	3,985	4,211	5,615	3,985
75-30 MEMBERSHIPS	435	677	677	0	500	677
Subtotal of SERVICES	\$9,365	\$10,280	\$10,280	\$8,689	\$12,085	\$10,280
Totals for PLANNING & ZONING	\$129,296	\$137,817	\$137,817	\$98,215	\$131,368	\$140,937

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$175,658	\$239,816	\$239,816	\$160,416	\$213,888	\$241,103
41-30 OVERTIME PAY	4,873	3,830	3,830	2,857	3,809	3,830
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	872	925	925	876	876	1,332
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	3,575	6,000	6,000	3,723	4,964	5,310
41-49 CELL PHONE ALLOWANCE	1,467	2,020	2,020	1,341	1,788	1,620
41-90 ACCRUED PAYROLL	986	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	13,202	19,101	19,101	11,752	15,669	19,076
47-20 TMRS RETIREMENT FUND	24,908	34,355	34,355	23,218	30,957	37,641
48-10 HEALTH/DENTAL INSURANCE	29,483	45,959	45,959	32,704	43,605	43,807
48-20 LIFE INSURANCE	473	529	529	479	639	522
48-30 DISABILITY INSURANCE	785	1,084	1,084	993	1,324	1,072
48-40 WORKERS COMP INSURANCE	791	688	688	546	728	663
48-50 EAP SERVICES	256	325	325	237	316	325
48-90 FLEX PLAN ADMINISTRATION	92	223	223	80	107	223
Subtotal of PERSONNEL	\$257,421	\$354,855	\$354,855	\$239,222	\$318,671	\$356,524
51-00 OFFICE SUPPLIES	\$2,929	\$0	\$0	\$84	\$84	\$0
52-00 PERSONNEL SUPPLIES	519	185	185	42	56	185
53-00 VEHICLE SUPPLIES	295	264	264	250	333	264
53-01 FUEL	8,113	11,438	11,438	3,581	4,775	7,524
54-00 OPERATING SUPPLIES	567	1,080	1,080	1,169	1,559	1,080
58-00 OPERATING EQUIPMENT <\$5,000	146	582	582	135	180	582
Subtotal of SUPPLIES	\$12,569	\$13,549	\$13,549	\$5,261	\$6,987	\$9,635
63-00 VEHICLE MAINTENANCE	\$837	\$1,167	\$1,167	\$327	436	\$1,167
Subtotal of MAINTENANCE	\$837	\$1,167	\$1,167	\$327	\$436	\$1,167
73-11 VEHICLE INSURANCE	\$2,657	\$1,573	\$1,573	\$1,563	\$2,084	\$1,573
74-00 OPERATING SERVICES	1,113	1,589	1,589	513	684	1,589
74-01 POSTAL AND COURIER SERVICES	104	0	0	23	31	0
74-97 RECRUITMENT ADVERTISING	145	0	0	1,000	1,333	0
74-99 PRIOR YEAR REVENUE REFUND	0	0	0	0	0	0
75-10 TRAINING	685	2,650	2,650	3,357	4,476	2,650
75-20 TRAVEL REIMBURSEMENTS	40	2,889	2,889	2,004	2,672	2,889
75-30 MEMBERSHIPS	652	493	493	589	785	493
77-10 SOFTWARE LICENSE FEE	0	0	9,220	0	0	0
78-00 CONTRACT SERVICES	3,450	6,890	6,890	1,950	2,600	6,890
78-31 VEHICLE LEASE-INTERNAL	4,148	4,272	4,272	3,204	4,272	4,272
Subtotal of SERVICES	\$12,994	\$20,356	\$29,576	\$14,203	\$18,937	\$20,356
83-00 VEHICLE EQUIPMENT	\$0	\$15,000	\$15,000	\$15,416	\$15,416	\$0
Subtotal of CAPITAL	\$0	\$15,000	\$15,000	\$15,416	\$15,416	\$0
Totals for INSPECTIONS	\$283,821	\$404,927	\$414,147	\$274,429	\$360,447	\$387,682

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$43,543	\$45,259	\$45,259	\$9,193	\$23,257	\$38,923
41-30 OVERTIME PAY	1,618	500	500	170	227	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	120	185	185	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	50	167	0
41-49 CELL PHONE ALLOWANCE	549	540	540	104	189	540
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	3,462	3,490	3,490	695	1,927	3,023
47-20 TMRS RETIREMENT FUND	6,131	6,296	6,296	1,289	2,719	5,966
48-10 HEALTH/DENTAL INSURANCE	4,194	4,836	4,836	1,324	2,265	5,951
48-20 LIFE INSURANCE	112	96	96	38	51	85
48-30 DISABILITY INSURANCE	191	198	198	80	107	174
48-40 WORKERS COMP INSURANCE	238	168	168	38	51	128
48-50 EAP SERVICES	55	57	57	19	25	57
48-90 FLEX PLAN ADMINISTRATION	19	19	19	12	16	19
Subtotal of PERSONNEL	\$60,532	\$62,244	\$62,244	\$13,012	\$30,999	\$55,366
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	0	\$0
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	228	222	222	164	219	222
Subtotal of SUPPLIES	\$228	\$222	\$222	\$164	\$219	\$222
74-00 OPERATING SERVICES	\$492	\$1,061	\$1,061	\$39	\$52	\$1,061
74-41 CODE ENFORCEMENT SERVICES	550	4,239	4,239	1,150	1,533	4,239
75-10 TRAINING	0	0	0	0	0	0
75-20 TRAVEL REIMBURSEMENTS	0	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	1,734	1,786	1,786	1,339	1,785	1,786
78-42 STORM WATER MANAGEMENT	100	31,800	31,800	0	0	31,800
Subtotal of SERVICES	\$2,876	\$38,886	\$38,886	\$2,528	\$3,371	\$38,886
Totals for CODE ENFORCEMENT	\$63,636	\$101,352	\$101,352	\$15,704	\$34,589	\$94,474

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$41,277	\$45,438	\$45,438	\$26,685	35,580	\$45,239
41-30 OVERTIME PAY	0	500	500	0	0	500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	210	275	275	270	270	335
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	225	300	300
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	3,148	3,534	3,534	2,043	2,724	3,516
47-20 TMRS RETIREMENT FUND	5,554	6,376	6,376	3,724	4,965	6,938
48-10 HEALTH/DENTAL INSURANCE	4,318	4,318	4,318	3,523	4,697	4,318
48-20 LIFE INSURANCE	118	99	99	93	124	99
48-30 DISABILITY INSURANCE	200	203	203	195	260	203
48-40 WORKERS COMP INSURANCE	161	127	127	78	104	113
48-50 EAP SERVICES	57	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	19	19	19	15	20	19
Subtotal of PERSONNEL	\$55,362	\$61,546	\$61,546	\$36,894	\$49,102	\$61,637
51-00 OFFICE SUPPLIES	\$761	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	226	318	318	0	0	318
54-00 OPERATING SUPPLIES	112	637	637	52	69	637
58-00 OPERATING EQUIPMENT <\$5,000	155	212	212	0	0	212
Subtotal of SUPPLIES	\$1,254	\$1,167	\$1,167	\$52	\$69	\$1,167
63-00 VEHICLE MAINTENANCE	\$314	\$530	\$530	\$40	\$53	\$530
Subtotal of MAINTENANCE	\$314	\$530	\$530	\$40	\$53	\$530
71-30 ENGINEERING SERVICES	\$0	\$0	\$5,000	\$5,015	\$6,687	\$0
71-33 JOINT MOBILITY STUDY	26,200	0	0	0	0	0
73-11 VEHICLE INSURANCE	0	0	0	0	0	0
74-00 OPERATING SERVICES	206	849	849	75	100	849
74-01 POSTAL AND COURIER SERVICES	18	6	6	10	13	6
74-97 RECRUITMENT ADVERTISING	0	38	38	0	0	38
75-10 TRAINING	742	1,273	1,273	1,273	1,273	1,273
75-20 TRAVEL REIMBURSEMENTS	107	530	530	57	76	530
75-30 MEMBERSHIPS	45	318	318	85	113	318
78-00 CONTRACT SERVICES	2,545	5,300	5,300	2,545	3,393	5,300
78-31 VEHICLE LEASE-INTERNAL	1,561	1,608	1,608	1,206	1,608	1,608
Subtotal of SERVICES	\$31,424	\$9,922	\$14,922	\$10,266	\$13,264	\$9,922
Totals for ENGINEERING	\$88,354	\$73,165	\$78,165	\$47,252	\$62,488	\$73,256

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$95,784	\$100,911	\$100,911	\$69,158	\$92,211	\$104,160
41-30 OVERTIME PAY	5,331	0	0	3,761	5,015	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	395	525	525	515	515	645
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	2,100	2,700	2,700	2,700	3,600	3,600
41-49 CELL PHONE ALLOWANCE	1,403	1,380	1,380	955	1,273	1,380
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	7,287	7,877	7,877	5,322	7,096	8,245
47-20 TMRS RETIREMENT FUND	13,951	14,210	14,210	10,572	14,096	16,270
48-10 HEALTH/DENTAL INSURANCE	16,620	19,105	19,105	14,101	18,801	17,057
48-20 LIFE INSURANCE	248	216	216	209	279	225
48-30 DISABILITY INSURANCE	422	445	445	435	580	462
48-40 WORKERS COMP INSURANCE	526	374	374	294	392	334
48-50 EAP SERVICES	110	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	37	39	39	29	39	39
Subtotal of PERSONNEL	\$144,214	\$147,896	\$147,896	\$108,137	\$144,011	\$152,531
51-00 OFFICE SUPPLIES	\$449	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	0	0	0	0	0	0
53-00 VEHICLE SUPPLIES	0	122	122	0	0	122
53-01 FUEL	75	2,809	2,809	0	0	1,848
54-00 OPERATING SUPPLIES	216	822	822	515	687	822
58-00 OPERATING EQUIPMENT <\$5,000	0	530	530	0	0	530
Subtotal of SUPPLIES	\$740	\$4,283	\$4,283	\$515	\$687	\$3,322
63-00 VEHICLE MAINTENANCE	\$80	\$637	\$637	\$0	\$0	\$637
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$80	\$637	\$637	\$0	\$0	\$637
73-11 VEHICLE INSURANCE	\$0	\$510	\$510	\$0	\$0	\$510
74-00 OPERATING SERVICES	200	53	53	0	0	53
74-01 POSTAL AND COURIER SERVICES	0	0	0	0	0	0
75-10 TRAINING	905	1,086	1,086	1,086	1,086	1,086
75-20 TRAVEL REIMBURSEMENTS	0	387	387	0	0	387
75-30 MEMBERSHIPS	89	133	133	85	113	133
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
78-00 CONTRACT SERVICES	180	212	212	0	0	212
78-31 VEHICLE LEASE-INTERNAL	1,800	1,854	1,854	1,391	1,855	1,854
Subtotal of SERVICES	\$3,174	\$4,235	\$4,235	\$2,562	\$3,054	\$4,235
Totals for PROJECTS	\$148,208	\$157,051	\$157,051	\$111,214	\$147,752	\$160,725

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$36,135	\$37,240	\$37,240	\$25,946	\$34,595	\$38,301
41-30 OVERTIME PAY	177	0	0	1,242	1,656	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	60	125	125	120	120	185
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	2,707	2,766	2,766	2,031	2,708	2,872
47-20 TMRS RETIREMENT FUND	4,835	4,990	4,990	3,746	4,995	5,667
48-10 HEALTH/DENTAL INSURANCE	4,318	4,318	4,318	3,523	4,697	4,318
48-20 LIFE INSURANCE	96	79	79	78	104	82
48-30 DISABILITY INSURANCE	161	163	163	160	213	169
48-40 WORKERS COMP INSURANCE	125	101	101	76	101	93
48-50 EAP SERVICES	57	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	107	19	19	67	89	19
Subtotal of PERSONNEL	\$48,778	\$49,858	\$49,858	\$37,032	\$49,336	\$51,763
51-00 OFFICE SUPPLIES	\$1,504	\$1,695	\$1,695	\$0	\$0	\$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	\$1,504	\$1,695	\$1,695	\$0	\$0	\$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	\$60,596	\$27,401	\$45,042	\$7,348	\$9,797	\$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	0	264	264	0	0	264
78-31 VEHICLE LEASE-INTERNAL	0	0	0	0	0	0
Subtotal of SERVICES	\$60,596	\$27,665	\$45,306	\$7,348	\$9,797	\$27,665
Totals for ENGINEERING	\$110,878	\$79,218	\$96,859	\$44,380	\$59,133	\$81,123

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$132,031	\$151,209	\$151,209	\$106,729	\$142,305	\$122,675
41-30 OVERTIME PAY	3,923	3,500	3,500	1,482	1,976	3,500
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	100	165	165	220	220	225
41-44 VEHICLE ALLOWANCE	3,308	5,400	5,400	3,893	5,191	5,400
41-45 INCENTIVE-CERTIFICATE PAY	2,300	4,200	4,200	3,050	4,067	2,400
41-49 CELL PHONE ALLOWANCE	1,726	1,860	1,860	1,287	1,716	960
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	10,565	12,398	12,398	8,563	11,417	10,273
47-20 TMRS RETIREMENT FUND	19,057	22,364	22,364	16,003	21,337	20,272
48-10 HEALTH/DENTAL INSURANCE	8,647	10,695	10,695	8,730	11,640	10,695
48-20 LIFE INSURANCE	341	323	323	311	415	268
48-30 DISABILITY INSURANCE	580	664	664	650	867	551
48-40 WORKERS COMP INSURANCE	405	396	396	271	361	316
48-50 EAP SERVICES	106	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	20	19	19	29	39	19
Subtotal of PERSONNEL	\$183,109	\$213,307	\$213,307	\$151,304	\$201,665	\$177,668
51-00 OFFICE SUPPLIES	\$242	\$424	\$424	\$20	\$27	\$424
52-00 PERSONNEL SUPPLIES	327	122	122	0	0	122
53-00 VEHICLE SUPPLIES	0	212	212	215	287	212
53-01 FUEL	2,033	2,558	2,558	923	1,231	2,558
54-00 OPERATING SUPPLIES	84	476	476	0	0	476
58-00 OPERATING EQUIPMENT <\$5,000	0	530	530	0	0	530
Subtotal of SUPPLIES	\$2,686	\$4,322	\$4,322	\$1,158	\$1,544	\$4,322
63-00 VEHICLE MAINTENANCE	\$0	\$212	\$212	\$0	\$0	\$212
68-00 EQUIPMENT MAINTENANCE	0	0	0	0	0	0
Subtotal of MAINTENANCE	\$0	\$212	\$212	\$0	\$0	\$212
73-11 VEHICLE INSURANCE	\$1,164	\$349	\$349	\$1,179	\$1,572	\$349
74-00 OPERATING SERVICES	140	794	794	90	120	794
74-01 POSTAL AND COURIER SERVICES	153	530	530	0	0	530
74-97 RECRUITMENT ADVERSTING	180	0	0	0	0	0
75-10 TRAINING	0	264	264	264	264	264
75-20 TRAVEL REIMBURSEMENTS	39	264	264	0	0	264
75-30 MEMBERSHIPS	0	129	129	65	87	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	1,752	1,752	1,314	1,752	1,752
Subtotal of SERVICES	\$3,377	\$4,082	\$4,082	\$2,912	\$3,795	\$4,082
Totals for PROJECTS	\$189,172	\$221,923	\$221,923	\$155,374	\$207,004	\$186,284

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.

Sanitary Sewer Rehabilitation Program

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

Meter Change out Program

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

Water Wise Program

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

Spare Booster Pump for Surface Water Station # 2

This year's budget includes a request to fund this piece of equipment.

Mowing Tractor

The public works is responsible for the maintenance and the upkeep of the roadside ditches and drainage easements. These areas are mowed monthly for six cycles. The city uses a slope mower that was purchased two years ago and two tractors. The tractors are 1984 Ford and 1987 Case.

Public Works

Decision Packages (Funded)

Street Maintenance Program	One-time Cost	\$200,000
Mowing tractor	One-time Cost	\$35,000
Water meter replacement program (Water/Sewer Fund)	On-going Cost	\$30,000
Water plant booster (Water/Sewer Fund)	One-time Cost	\$35,000
Water Wise conservation program (Water/Sewer Fund)	Ongoing Cost	\$20,000

Decision Packages (Unfunded)

Street Maintenance Program	One-time Cost	\$600,000
Concrete sealing machine	One-time Cost	\$40,000

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Water & Sewer Work Orders (each)	2,058	1,823	2,000	1,950
Average Time to Complete Water & Sewer Work Orders (days)	1.27	1.05	1.25	1.20
Percentage of Water & Sewer Work Orders Completed Within 2 Working Days	96%	99%	97%	98%

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Streets & Drainage Work Orders (each)	520	536	525	520
Average Time to Complete Street & Drainage Work Orders (days)	8.78	3.79	5.0	5.0
Percentage of Street & Drainage Work Orders Completed within 10 Working Days	81%	91%	87%	85%

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.

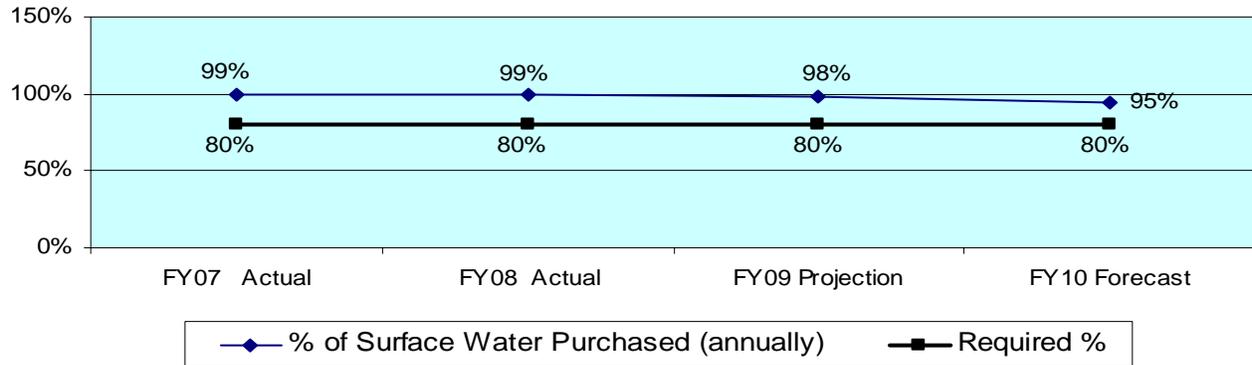
Goal 3 (correlates with City Goals 1, 3 & 6)

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	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration (GF)	191,064	201,999	201,999	142,786	189,760	206,845	2.4%
Streets/Sidewalks	1,044,537	1,134,770	1,134,800	764,797	1,016,355	1,154,181	1.7%
Drainage Operations	320,912	367,797	370,926	233,625	307,478	377,354	2.6%
Sanitation	4,559	0	7,500	7,500	7,500	11,300	0.0%
Administration (W/S)	50,162	53,397	53,397	40,077	50,878	55,395	3.7%
Water Operations (W/S)	1,680,102	2,161,407	2,166,807	1,287,117	1,707,880	2,147,499	-0.6%
Sewer Operations (W/S)	2,129,985	2,297,949	2,299,359	1,388,251	1,849,748	2,390,682	4.0%
Utility Customer Svc. (W/S)	164,888	170,551	170,551	116,314	154,610	167,670	-1.7%
Department Total	\$5,586,209	\$6,387,870	\$6,405,339	\$3,980,467	\$5,284,209	\$6,510,926	1.9%

EXPENDITURE BY CLASSIFICATION

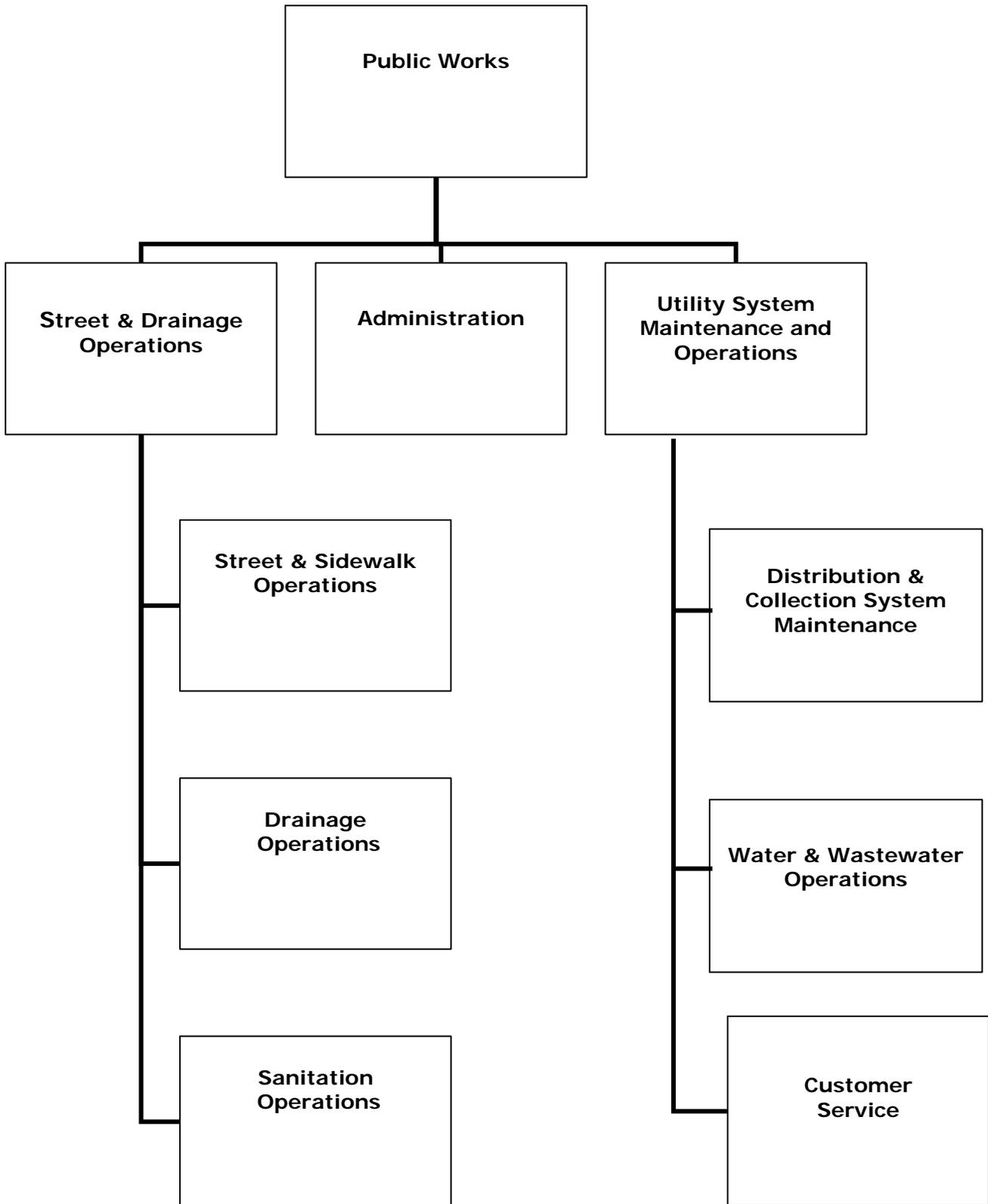
Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	1,924,112	2,158,418	2,158,418	1,494,893	1,986,263	2,191,454	1.5%
Supplies	224,136	280,349	280,349	139,191	185,118	297,069	6.0%
Maintenance	398,442	480,602	483,692	216,327	288,436	480,602	0.0%
Services	2,963,555	3,348,506	3,362,885	2,022,843	2,692,384	3,379,806	0.9%
Capital Outlay	0	28,000	28,000	43,598	49,688	70,000	150.0%
Other	75,964	91,995	91,995	63,615	82,320	91,995	0.0%
Department Total	\$5,586,209	\$6,387,870	\$6,405,339	\$3,980,467	\$5,284,209	\$6,510,926	1.9%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
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	7.0	7.0	7.0	7.0	7.0	0.0%
Administration (W/S)	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
Water Operations	9.0	10.3	10.3	10.3	10.3	10.3	0.0%
Sewer Operations	8.0	8.0	8.0	8.0	8.0	8.0	0.0%
Customer Service	2.0	2.0	2.0	2.0	2.0	2.0	0.0%
Department Total	36.0	38.3	38.3	38.3	38.3	38.3	0.0%

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

Public Works



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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$138,783	\$144,703	\$144,703	\$101,172	\$134,896	\$145,584
41-30 OVERTIME PAY	855	1,000	1,000	588	784	1,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,755	1,880	1,880	1,865	1,865	2,000
41-44 VEHICLE ALLOWANCE	3,683	3,600	3,600	3,893	5,191	5,400
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	150	200	300
41-49 CELL PHONE ALLOWANCE	427	420	420	666	888	1,320
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	10,533	11,457	11,457	7,139	9,519	11,761
47-20 TMRS RETIREMENT FUND	19,371	20,668	20,668	14,846	19,795	23,207
48-10 HEALTH/DENTAL INSURANCE	11,527	12,937	12,937	9,342	12,456	11,551
48-20 LIFE INSURANCE	357	313	313	297	396	316
48-30 DISABILITY INSURANCE	608	643	643	621	828	650
48-40 WORKERS COMP INSURANCE	281	215	215	163	217	193
48-50 EAP SERVICES	112	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	121	103	103	81	108	103
Subtotal of PERSONNEL	\$188,713	\$198,653	\$198,653	\$140,909	\$187,257	\$203,499
51-00 OFFICE SUPPLIES	\$754	\$1,273	\$1,273	\$642	\$856	\$1,273
52-00 PERSONNEL SUPPLIES	0	210	210	0	0	210
54-00 OPERATING SUPPLIES	424	318	318	245	327	318
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$1,178	\$1,801	\$1,801	\$887	\$1,183	\$1,801
68-00 EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0
73-50 SURETY BONDS	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	225	106	106	225	300	106
74-01 POSTAL AND COURIER SERVICES	66	79	79	59	79	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	330	398	398	115	153	398
75-20 TRAVEL REIMBURSEMENTS	0	624	624	0	0	624
75-30 MEMBERSHIPS	552	338	338	591	788	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	\$1,173	\$1,545	\$1,545	\$990	\$1,320	\$1,545
Totals for ADMINISTRATION	\$191,064	\$201,999	\$201,999	\$142,786	\$189,760	\$206,845

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$281,681	\$307,519	\$307,519	\$201,242	\$268,323	\$338,109
41-30 OVERTIME PAY	12,053	10,179	10,179	6,790	9,053	10,180
41-43 LONGEVITY PAY	6,181	6,555	6,555	6,510	8,680	7,000
41-45 INCENTIVE-CERTIFICATE PAY	300	600	600	225	300	300
41-49 CELL PHONE ALLOWANCE	1,214	1,380	1,380	864	1,152	1,380
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	21,741	24,663	24,663	15,445	20,593	26,986
47-20 TMRS RETIREMENT FUND	40,074	44,415	44,415	29,563	39,417	53,250
48-10 HEALTH/DENTAL INSURANCE	42,037	62,192	62,192	38,979	51,972	58,492
48-20 LIFE INSURANCE	732	674	674	600	800	735
48-30 DISABILITY INSURANCE	1,233	1,382	1,382	1,224	1,632	1,509
48-40 WORKERS COMP INSURANCE	14,300	11,653	11,653	7,334	9,779	10,908
48-50 EAP SERVICES	470	516	516	361	481	570
48-90 FLEX PLAN ADMINISTRATION	241	282	282	122	163	282
Subtotal of PERSONNEL	\$422,257	\$472,010	\$472,010	\$309,259	\$412,345	\$509,701
51-00 OFFICE SUPPLIES	\$148	\$264	\$264	\$229	\$305	\$264
52-00 PERSONNEL SUPPLIES	4,487	6,073	6,073	4,677	6,236	6,073
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
53-01 FUEL	26,106	24,200	24,200	10,201	13,601	15,920
54-00 OPERATING SUPPLIES	9,323	2,702	2,702	3,443	4,591	2,702
54-74 SIGN MATERIALS	25,279	31,178	31,178	23,424	31,232	31,178
54-95 CHEMICALS	0	0	0	0	0	0
56-00 FACILITY SUPPLIES	469	1,061	1,061	151	201	1,061
58-00 OPERATING EQUIPMENT <\$5,000	3,210	6,206	6,206	10,042	13,389	6,206
Subtotal of SUPPLIES	\$69,022	\$71,684	\$71,684	\$52,167	\$69,556	\$63,404
63-00 VEHICLE MAINTENANCE	\$7,179	\$13,654	\$13,654	\$11,998	\$15,997	\$13,654
65-10 STREET MAINTENANCE	75,995	85,118	85,118	38,941	51,921	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	1,762	1,061	1,061	64	85	1,061
65-17 TRAFFIC LIGHT MAINTENANCE	0	318	318	499	665	318
65-20 SIDEWALK MAINTENANCE	20,140	18,550	18,550	6,712	8,949	18,550
65-30 DRAINAGE MAINTENANCE	0	0	0	0	0	0
68-00 EQUIPMENT MAINTENANCE	4,879	19,081	19,111	7,971	10,628	19,081
68-71 CONSTRUCTION EQUIP MAINT	259	3,181	3,181	0	0	3,181
Subtotal of MAINTENANCE	\$110,214	\$140,963	\$140,993	\$66,185	\$88,247	\$140,963
73-11 VEHICLE INSURANCE	\$4,992	\$4,987	\$4,987	\$3,715	\$4,953	\$4,987
74-00 OPERATING SERVICES	0	1,908	1,908	0	0	1,908
74-97 RECRUITMENT ADVERTISING	288	318	318	262	349	318
75-10 TRAINING	115	400	400	0	0	400
75-20 TRAVEL REIMBURSEMENTS	124	111	111	0	0	111
75-30 MEMBERSHIPS	120	129	129	123	123	129
76-11 ELECTRICITY	420,614	420,204	420,204	313,244	417,659	420,204
76-25 SAFETY SERVICES	344	0	0	267	356	0
78-00 CONTRACT SERVICES	2,073	1,216	1,216	1,963	2,617	1,216
78-30 RENTAL	4,594	767	767	57	76	767
78-31 VEHICLE LEASE-INTERNAL	9,780	10,073	10,073	7,555	10,073	10,073
79-71 EMERGENCY - SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$443,044	\$440,113	\$440,113	\$327,186	\$436,207	\$440,113
85-10 STREET & SIDEWALK IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	10,000	10,000	10,000	10,000	0
Subtotal of CAPITAL	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0
Totals for STREET/SIDEWALK OPERATION	\$1,044,537	\$1,134,770	\$1,134,800	\$764,797	\$1,016,355	\$1,154,181

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$176,150	\$207,380	\$207,380	\$143,035	\$190,713	\$189,654
41-30 OVERTIME PAY	12,271	6,138	6,138	6,590	8,787	6,138
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	4,765	5,110	5,110	5,065	5,065	5,410
41-45 INCENTIVE-CERTIFICATE PAY	1,200	2,400	2,400	900	1,200	1,200
41-49 CELL PHONE ALLOWANCE	549	540	540	374	499	540
41-90 ACCRUED PAYROLL	32	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	14,314	16,561	16,561	11,444	15,259	15,248
47-20 TMRS RETIREMENT FUND	25,907	29,875	29,875	21,378	28,504	30,087
48-10 HEALTH/DENTAL INSURANCE	27,412	31,500	31,500	24,837	33,116	27,548
48-20 LIFE INSURANCE	472	445	445	427	569	409
48-30 DISABILITY INSURANCE	789	914	914	884	1,179	841
48-40 WORKERS COMP INSURANCE	7,497	6,608	6,608	4,715	6,287	5,010
48-50 EAP SERVICES	296	342	342	248	331	285
48-90 FLEX PLAN ADMINISTRATION	101	243	243	84	112	243
Subtotal of PERSONNEL	\$271,755	\$308,056	\$308,056	\$219,981	\$291,620	\$282,613
52-00 PERSONNEL SUPPLIES	\$2,498	\$3,811	\$3,811	\$2,413	\$3,217	\$3,811
53-01 FUEL	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	1,278	794	794	163	217	794
54-95 CHEMICALS	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	2,120	2,120	0	0	2,120
Subtotal of SUPPLIES	\$3,776	\$6,725	\$6,725	\$2,576	\$3,435	\$6,725
65-30 DRAINAGE MAINTENANCE	\$13,370	\$46,639	\$42,889	\$1,005	\$1,340	\$46,639
Subtotal of MAINTENANCE	\$13,370	\$46,639	\$42,889	\$1,005	\$1,340	\$46,639
71-35 DRAINAGE MASTER PLAN	\$27,093	\$0	\$6,879	\$6,879	\$6,879	\$0
74-00 OPERATING SERVICES	0	1,671	1,671	127	169	1,671
74-98 JUDGMENTS & DAMAGE CLAIMS	1,000	0	0	0	0	0
75-10 TRAINING	0	0	0	0	0	0
75-30 MEMBERSHIPS	120	0	0	123	123	0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
78-30 RENTAL	0	794	794	0	0	794
78-31 VEHICLE LEASE-INTERNAL	3,798	3,912	3,912	2,934	3,912	3,912
Subtotal of SERVICES	\$32,011	\$6,377	\$13,256	\$10,063	\$11,083	\$6,377
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	35,000
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$35,000
Totals for DRAINAGE OPERATIONS	\$320,912	\$367,797	\$370,926	\$233,625	\$307,478	\$377,354

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
78-43 HHW AGREEMENT W PEARLAND	\$3,750	\$0	\$7,500	\$7,500	\$7,500	\$11,300
98-30 PROVISION FOR UNCOLL A/R	\$809	\$0	\$0	\$0	\$0	\$0
Subtotal of OTHER	\$4,559	\$0	\$7,500	\$7,500	\$7,500	\$11,300
Totals for SANITATION OPERATIONS	\$4,559	\$0	\$7,500	\$7,500	\$7,500	\$11,300

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$32,665	\$34,365	\$34,365	\$24,062	\$32,083	\$35,514
41-30 OVERTIME PAY	462	1,000	1,000	358	477	1,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	290	355	355	345	345	415
41-44 VEHICLE ALLOWANCE	0	0	0	0	0	0
41-45 INCENTIVE-CERTIFICATE PAY	600	1,200	1,200	1,125	1,500	1,200
41-49 CELL PHONE ALLOWANCE	0	0	0	0	0	0
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	2,602	2,758	2,758	1,981	2,641	2,865
47-20 TMRS RETIREMENT FUND	4,522	4,976	4,976	3,550	4,733	5,653
48-10 HEALTH/DENTAL INSURANCE	0	0	0	0	0	0
48-20 LIFE INSURANCE	87	74	74	72	96	77
48-30 DISABILITY INSURANCE	146	151	151	149	199	157
48-40 WORKERS COMP INSURANCE	59	52	52	39	52	48
48-50 EAP SERVICES	57	57	57	43	57	57
48-90 FLEX PLAN ADMINISTRATION	3	0	0	15	20	0
Subtotal of PERSONNEL	\$41,493	\$44,988	\$44,988	\$31,739	\$42,204	\$46,986
51-00 OFFICE SUPPLIES	\$329	\$558	\$558	\$350	\$467	\$558
52-00 PERSONNEL SUPPLIES	0	24	24	0	0	24
54-00 OPERATING SUPPLIES	0	143	143	60	80	143
54-77 WATER CONSERVE LITERATURE	1,346	1,589	1,589	1,413	1,413	1,589
Subtotal of SUPPLIES	\$1,675	\$2,314	\$2,314	\$1,823	\$1,960	\$2,314
73-11 VEHICLE INSURANCE	\$798	\$0	\$0	\$599	799	\$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	6,196	6,095	6,095	5,916	5,916	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	\$6,994	\$6,095	\$6,095	\$6,515	\$6,715	\$6,095
Totals for PUBLIC WORKS ADMIN	\$50,162	\$53,397	\$53,397	\$40,077	\$50,878	\$55,395

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$302,527	\$366,997	\$366,997	\$236,176	\$314,901	\$315,581
41-30 OVERTIME PAY	34,806	45,858	45,858	23,235	30,980	45,858
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,494	5,950	5,950	5,994	5,994	6,304
41-45 INCENTIVE-CERTIFICATE PAY	1,800	3,600	3,600	2,303	3,071	3,090
41-49 CELL PHONE ALLOWANCE	549	740	740	503	671	540
41-90 ACCRUED PAYROLL	69	0	0	582	0	0
47-10 SOCIAL SECURITY/MEDICARE	24,523	31,738	31,738	19,187	25,583	27,964
47-20 TMRS RETIREMENT FUND	45,881	57,133	57,133	36,857	49,143	55,180
48-10 HEALTH/DENTAL INSURANCE	54,070	67,850	67,850	46,593	62,124	51,011
48-20 LIFE INSURANCE	787	799	799	717	956	681
48-30 DISABILITY INSURANCE	1,329	1,636	1,636	1,475	1,967	1,400
48-40 WORKERS COMP INSURANCE	5,891	6,441	6,441	4,101	5,468	5,345
48-50 EAP SERVICES	488	593	593	409	545	473
48-90 FLEX PLAN ADMINISTRATION	247	323	323	243	324	323
Subtotal of PERSONNEL	\$478,461	\$589,658	\$589,658	\$378,375	\$501,726	\$513,750
51-00 OFFICE SUPPLIES	\$110	\$264	\$264	\$233	\$311	\$264
52-00 PERSONNEL SUPPLIES	4,359	6,829	6,829	4,067	5,423	6,829
53-00 VEHICLE SUPPLIES	0	750	750	0	0	750
53-01 FUEL	38,276	48,991	48,991	17,328	23,104	48,991
54-00 OPERATING SUPPLIES	9,437	10,568	10,568	7,545	10,060	10,568
54-75 WATER METERS & BOXES	38,769	50,545	50,545	18,418	24,557	50,545
54-76 WATER METER REPLACEMENT	0	0	0	0	0	30,000
54-78 FIRE HYDRANT PROGRAM	0	0	0	0	0	0
54-95 PESTICIDES/CHEMICALS	6,561	15,476	15,476	6,130	8,173	15,476
56-00 FACILITY SUPPLIES	0	1,112	1,112	0	0	1,112
58-00 OPERATING EQUIPMENT <\$5,000	5,657	10,300	10,300	1,283	1,711	5,300
Subtotal of SUPPLIES	\$103,169	\$144,835	\$144,835	\$55,004	\$73,339	\$169,835
63-00 VEHICLE MAINTENANCE	\$7,206	\$9,406	\$9,406	\$3,875	\$5,167	\$9,406
65-41 DISTRIBUTION LINE MAINT	64,857	96,989	96,989	31,953	42,604	96,989
65-43 WATER PLANT MAINTENANCE	27,983	38,902	44,302	38,358	51,144	38,902
65-46 FIRE HYDRANT MAINTENANCE	42,478	36,570	36,570	7,867	10,489	36,570
65-47 WATER METER MAINTENANCE	2,035	6,784	6,784	719	959	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	3,741	3,126	3,126	2,379	3,172	3,126
68-71 CONSTRUCTION EQUIP MAINT	12,083	5,937	5,937	0	0	5,937
Subtotal of MAINTENANCE	\$160,383	\$197,714	\$203,114	\$85,151	\$113,535	\$197,714
71-40 CONSULTING SERVICES	\$0	\$40,000	\$40,000	\$4,260	\$5,680	\$60,000
73-11 VEHICLE INSURANCE	3,039	0	0	2,059	2,745	0
74-00 OPERATING SERVICES	16,444	31,291	31,291	9,314	12,419	31,291
74-71 PURCHASED WATER	759,051	949,756	949,756	494,215	658,953	949,756
74-92 SPECIAL EVENTS	0	0	0	0	0	0
74-94 PERMITS & INSPECTION FEES	9,968	10,600	10,600	10,369	13,825	10,600
74-97 RECRUITMENT ADVERTISING	72	0	0	0	0	0
74-98 JUDGMENTS & DAMAGE CLAIM	0	0	0	0	0	0
75-10 TRAINING	1,971	4,398	4,398	2,190	2,920	4,398
75-20 TRAVEL REIMBURSEMENTS	31	925	925	98	131	925
75-30 MEMBERSHIPS	420	418	418	1,178	1,178	418
76-11 ELECTRICITY	43,976	67,328	67,328	140,687	187,583	67,328
76-12 TELEPHONE/COMMUNICATIONS	978	0	0	647	863	0
76-13 NATURAL GAS	291	0	0	2,779	3,705	0
76-25 SAFETY SERVICES	117	0	0	88	117	0
78-00 CONTRACT SERVICES	260	0	0	0	0	0
78-30 RENTAL	916	1,204	1,204	72	96	1,204
78-31 VEHICLE LEASE-INTERNAL	7,723	7,955	7,955	5,966	7,955	7,955
78-40 POLLUTION CONTROL & ABATE	14,544	19,132	19,132	8,875	11,833	19,132
Subtotal of SERVICES	\$859,801	\$1,133,007	\$1,133,007	\$682,797	\$910,003	\$1,153,007
83-00 VEHICLE EQUIPMENT	\$0	\$18,000	\$18,000	\$18,269	\$24,359	\$0
84-00 OPERATING EQUIPMENT	0	0	0	15,329	15,329	35,000
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$18,000	\$18,000	\$33,598	\$39,688	\$35,000
93-42 95 CITY OF HOUSTON BONDS	\$78,288	\$78,193	\$78,193	\$52,192	\$69,589	\$78,193
Subtotal of OTHER	\$78,288	\$78,193	\$78,193	\$52,192	\$69,589	\$78,193
Totals for WATER OPERATIONS	\$1,680,102	\$2,161,407	\$2,166,807	\$1,287,117	\$1,707,880	\$2,147,499

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$265,337	\$280,444	\$280,444	\$214,758	\$286,344	\$343,672
41-30 OVERTIME PAY	32,779	30,843	30,843	24,720	32,960	30,843
41-31 HOLIDAY HOURS WORKED	0	0	0	403	537	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	3,315	3,705	3,705	3,760	3,760	4,680
41-45 INCENTIVE-CERTIFICATE PAY	1,025	1,500	1,500	1,875	2,500	3,300
41-49 CELL PHONE ALLOWANCE	549	540	540	374	499	1,380
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	21,548	23,924	23,924	17,540	23,387	29,071
47-20 TMRS RETIREMENT FUND	40,280	43,156	43,156	33,728	44,971	57,362
48-10 HEALTH/DENTAL INSURANCE	49,826	52,948	52,948	43,640	58,187	58,014
48-20 LIFE INSURANCE	676	608	608	641	855	748
48-30 DISABILITY INSURANCE	1,141	1,248	1,248	1,325	1,767	1,536
48-40 WORKERS COMP INSURANCE	5,437	4,698	4,698	3,706	4,941	5,627
48-50 EAP SERVICES	422	456	456	385	513	570
48-90 FLEX PLAN ADMINISTRATION	143	116	116	130	173	116
Subtotal of PERSONNEL	\$422,478	\$444,186	\$444,186	\$346,985	\$461,393	\$536,919
51-00 OFFICE SUPPLIES	\$3	\$0	\$0	\$0	\$0	\$0
52-00 PERSONNEL SUPPLIES	4,179	5,947	5,947	5,125	6,833	5,947
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
53-01 FUEL	32,177	39,284	39,284	16,427	21,903	39,284
54-00 OPERATING SUPPLIES	2,235	2,586	2,586	2,521	3,361	2,586
56-00 FACILITY SUPPLIES	0	868	868	0	0	868
58-00 OPERATING EQUIPMENT <\$5,000	768	2,120	2,120	1,475	1,967	2,120
Subtotal of SUPPLIES	\$39,362	\$50,805	\$50,805	\$25,548	\$34,064	\$50,805
62-40 FENCE MAINTENANCE	\$703	\$1,061	\$1,061	\$0	\$0	\$1,061
63-00 VEHICLE MAINTENANCE	4,456	4,770	4,770	2,346	3,128	4,770
65-51 COLLECTION LINE MAINTENANCE	6,083	26,182	26,182	6,494	8,659	26,182
65-52 LIFT STATION MAINTENANCE	84,229	52,689	54,099	49,499	65,999	52,689
68-00 EQUIPMENT MAINTENANCE	17,159	7,897	7,897	3,642	4,856	7,897
68-71 CONSTRUCTION EQUIP MAINT.	849	1,167	1,167	0	0	1,167
Subtotal of MAINTENANCE	\$113,479	\$93,766	\$95,176	\$61,981	\$82,641	\$93,766
73-11 VEHICLE INSURANCE	\$2,356	\$3,037	\$3,037	\$1,945	\$2,593	\$3,037
74-00 OPERATING SERVICES	9	488	488	475	633	488
74-73 BLACKHAWK WW OPERATIONS	1,346,481	1,467,425	1,467,425	857,118	1,142,824	1,467,425
74-97 RECRUITMENT ADVERTISING	216	0	0	72	96	0
74-98 JUDGMENTS & DAMAGE CLAIM	2,000	0	0	0	0	0
75-10 TRAINING	1,558	3,393	3,393	826	1,101	3,393
75-20 TRAVEL REIMBURSEMENTS	206	790	790	87	116	790
75-30 MEMBERSHIPS	220	102	102	148	197	102
76-11 ELECTRICITY	188,396	202,284	202,284	77,054	102,739	202,284
76-12 TELEPHONE/ COMMUNICATIONS	386	0	0	188	251	0
76-25 SAFETY SERVICES	115	0	0	88	117	0
78-00 CONTRACT SERVICES	168	0	0	0	0	0
78-30 RENTAL	396	2,120	2,120	0	0	2,120
78-31 VEHICLE LEASE-INTERNAL	15,292	15,751	15,751	11,813	15,751	15,751
Subtotal of SERVICES	\$1,557,799	\$1,695,390	\$1,695,390	\$949,814	\$1,266,419	\$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	(\$3,133)	\$13,802	\$13,802	\$3,923	\$5,231	\$13,802
Subtotal of OTHER	(\$3,133)	\$13,802	\$13,802	\$3,923	\$5,231	\$13,802
Totals for SEWER OPERATIONS	\$2,129,985	\$2,297,949	\$2,299,359	\$1,388,251	\$1,849,748	\$2,390,682

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$58,475	\$61,868	\$61,868	\$41,357	\$55,143	\$60,098
41-30 OVERTIME PAY	7,646	2,000	2,000	2,643	3,524	2,000
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	1,305	1,435	1,435	1,425	1,425	1,335
41-45 INCENTIVE-CERTIFICATE PAY	600	2,100	2,100	225	300	300
41-49 CELL PHONE ALLOWANCE	854	840	840	546	728	840
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,828	5,087	5,087	3,208	4,277	4,863
47-20 TMRS RETIREMENT FUND	9,152	9,176	9,176	6,325	8,433	9,595
48-10 HEALTH/DENTAL INSURANCE	14,305	16,816	16,816	10,687	14,249	17,002
48-20 LIFE INSURANCE	150	132	132	128	171	130
48-30 DISABILITY INSURANCE	254	272	272	262	349	267
48-40 WORKERS COMP INSURANCE	1,240	988	988	724	965	1,403
48-50 EAP SERVICES	109	114	114	86	115	114
48-90 FLEX PLAN ADMINISTRATION	37	39	39	29	39	39
Subtotal of PERSONNEL	\$98,955	\$100,867	\$100,867	\$67,645	\$89,718	\$97,986
51-00 OFFICE SUPPLIES	\$20	\$286	\$286	\$29	\$39	\$286
52-00 PERSONNEL SUPPLIES	790	1,273	1,273	796	1,061	1,273
53-01 FUEL	4,598	0	0	34	45	0
54-00 OPERATING SUPPLIES	546	244	244	199	265	244
54-75 WATER METERS & BOXES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	382	382	128	171	382
Subtotal of SUPPLIES	\$5,954	\$2,185	\$2,185	\$1,186	\$1,581	\$2,185
63-00 VEHICLE MAINTENANCE	\$996	\$1,520	\$1,520	\$2,005	\$2,673	\$1,520
Subtotal of MAINTENANCE	\$996	\$1,520	\$1,520	\$2,005	\$2,673	\$1,520
73-11 VEHICLE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0
74-00 OPERATING SERVICES	0	1,315	1,315	183	244	1,315
74-97 RECRUITMENT ADVERSTING	0	0	0	0	0	0
75-10 TRAINING	0	264	264	0	0	264
75-20 TRAVEL REIMBURSEMENTS	0	84	84	0	0	84
78-00 CONTRACT SERVICES	55,003	60,379	60,379	42,342	56,456	60,379
78-30 RENTAL	158	0	0	0	0	0
78-31 VEHICLE LEASE-INTERNAL	3,822	3,937	3,937	2,953	3,937	3,937
Subtotal of SERVICES	\$58,983	\$65,979	\$65,979	\$45,478	\$60,637	\$65,979
Totals for UTILITY CUSTOMER SERVICE	\$164,888	\$170,551	\$170,551	\$116,314	\$154,610	\$167,670

Library Services

Mission Statement

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

Current Operations

The Friendswood Public Library serves as an informational, educational, and recreational resource to all citizens of Friendswood. Currently the library collection consists of over 90,000 items and 165 magazine and newspaper subscriptions. The collection also includes popular and educational videos, compact discs, audiobooks and electronic resources.

Adult services staff serve the community through reference services online, by email, in-person and by phone. The Library also provides internet computers, access to word processing and spreadsheet software, and a fee based printing service. Classes are offered in basic computer skills, basic word processing and use of electronic resources. Electronic resources include full text articles from over 1,200 periodicals and reference works, an auto repair database, online foreign language courses, and an online guide to fiction and nonfiction literature. Adult educational and cultural programs are provided throughout the year.

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

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

Highlights of Proposed 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.

Decision Packages (Funded)

Children's Library Associate (additional hours from 0.5 to 0.72 FTE)	Ongoing Cost	\$8,140
---	--------------	---------

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

Provide quality materials and programs to all library users.

Objective A:

Provide quality materials and programs to children of all ages

Library Services

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Check out of Juvenile Materials	99,457	105,308	110,000	115,000
Attendance at Library Juvenile and Young Adult Programs	19,792	18,858	20,000	21,000
Number of Juvenile and Young Adult Programs	560	581	590	600
Number Joined Reading Clubs	2,789	2,602	2,800	2,900

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

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

Objective B:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Residents Visiting the Library	151,660	161,941	170,000	180,000
Daily Average	500	543	560	580
Check out of Materials	308,718	323,330	355,000	370,000
Patrons using electronic resources/yearly	75,074	79,413	84,000	90,000
Number of Items Added to Collection	9,035	8,662	8,700	9,000
Number of Adult Programs/Attendance	NA	105/793	130/1,000	130/1,200

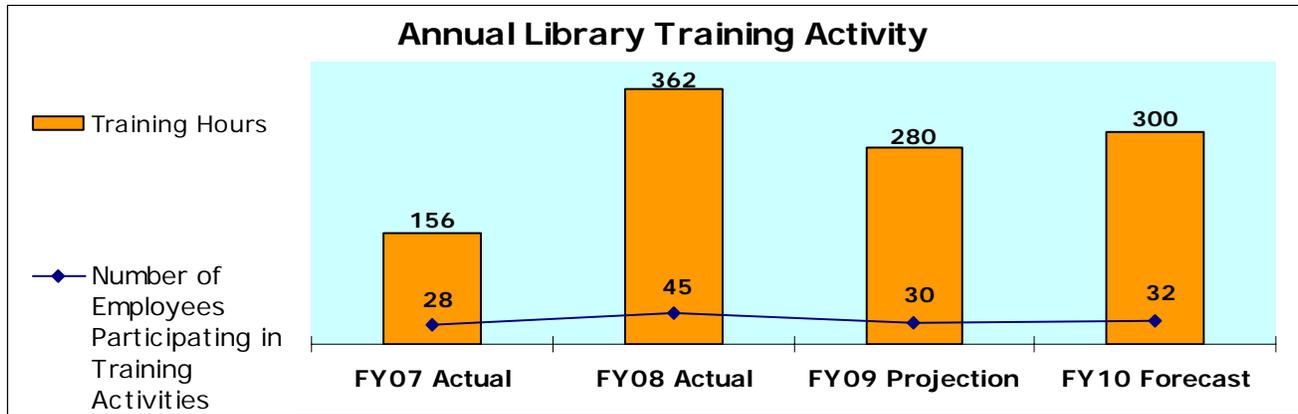
Trend: As the population of the community increases, use of the library continues to increase especially in circulation of library materials. Due to space constraints and the increase in cost of library materials, the library is unable to greatly increase its collection size. The library has begun to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

Goal 2 (correlates with City Goals 1 & 6)

Continue to maintain a professional, well-trained staff.

Objective A:

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



Trend: The Houston Area Library System, the Galveston County Library System, the Texas Library Association and the Texas State Library offer various library related training at minimal or no cost. Library employees are encouraged to participate in these trainings based on required job skills. Library employees are also encouraged to participate in State and Local library professional organizations in order to keep abreast of “best practices” and technological advances in library service. The Library Board has approved a five-year staffing plan in order to accomplish the goals in the library’s long-range plan. The library will also investigate options to provide recognition for employee excellence. Some of the increase in training activity is due to library staff participating in required Emergency Management training.

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

Inform the public about the library’s programs and services.

Objective A:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Communication to Public Using Basic Public Relations and Marketing Tools	Yes	Yes	Yes	Yes

Library Services

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

**Library Services
Department Summary**

EXPENDITURE BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Library Administration	867,077	859,501	872,875	626,335	833,555	888,756	3.4%
Library Board	30,709	43,379	39,395	6,081	31,041	43,379	0.0%
Department Total	\$897,786	\$902,880	\$912,270	\$632,416	\$864,596	932,135	3.2%

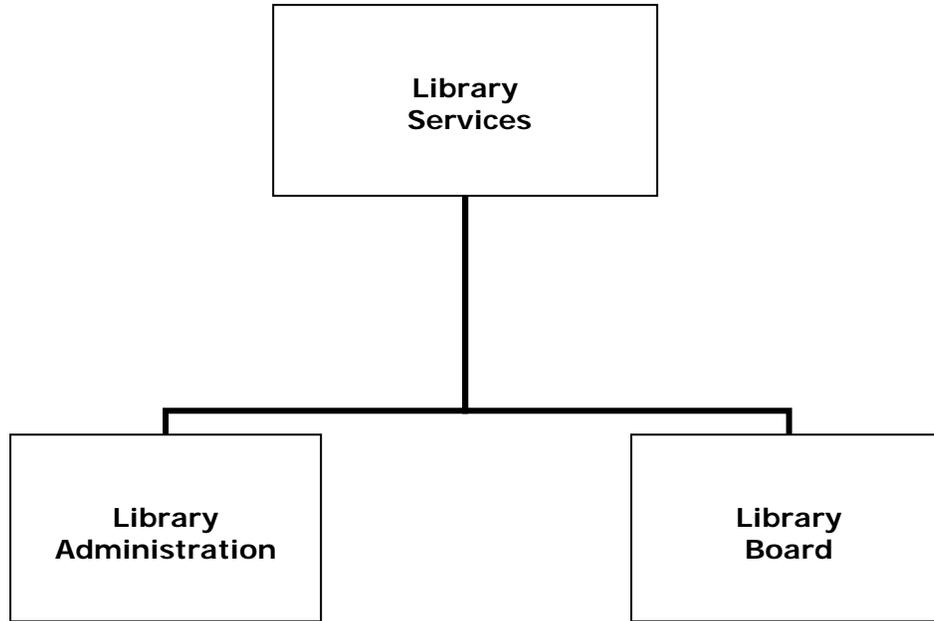
EXPENDITURE BY CLASSIFICATION

Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	713,835	718,188	718,188	517,775	688,808	747,443	4.1%
Supplies	159,539	156,760	169,884	101,592	156,389	156,760	0.0%
Maintenance	0	2,575	2,825	220	293	2,575	0.0%
Services	24,412	25,357	21,373	12,829	19,106	25,357	0.0%
Capital Outlay	0	0	0	0	0	0	0.0%
Department Total	\$897,786	\$902,880	\$912,270	\$632,416	\$864,596	932,135	3.2%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Library Administration	14.5	14.5	14.5	14.5	14.5	14.7	1.5%
Library Board	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	14.5	14.5	14.5	14.5	14.5	14.7	0.0%

Library Services



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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$417,231	\$421,180	\$421,180	\$293,654	\$391,539	\$425,857
41-20 PART-TIME WAGES	48,851	40,000	40,000	38,469	51,292	93,694
41-30 OVERTIME PAY	3,136	855	855	2,063	2,751	855
41-31 HOLIDAY HOURS WORKED	0	0	0	17	23	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	5,962	8,535	8,535	4,675	4,675	10,040
41-45 INCENTIVE-CERTIFICATE PAY	1,475	1,500	1,500	5,025	6,700	7,500
41-90 ACCRUED PAYROLL	12,831	0	0	0	0	0
42-20 PART-TIME WAGES (TMRS EXEMPT)	59,946	93,097	93,097	47,666	63,555	42,949
42-41 MERIT PAY	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	41,078	42,644	42,644	29,138	38,851	43,993
47-20 TMRS RETIREMENT FUND	67,825	58,559	58,559	51,231	68,308	67,894
48-10 HEALTH/DENTAL INSURANCE	49,845	47,045	47,045	41,134	54,845	49,860
48-20 LIFE INSURANCE	1,287	910	910	1,067	1,423	924
48-30 DISABILITY INSURANCE	2,162	1,869	1,869	2,217	2,956	1,899
48-40 WORKERS COMP INSURANCE	1,062	621	621	579	772	548
48-50 EAP SERVICES	833	969	969	599	799	1,026
48-90 FLEX PLAN ADMINISTRATION	311	404	404	241	321	404
Subtotal of PERSONNEL	\$713,835	\$718,188	\$718,188	\$517,775	\$688,808	\$747,443
51-00 OFFICE SUPPLIES	\$1,843	\$2,950	\$2,950	\$1,043	\$1,391	\$2,950
54-00 OPERATING SUPPLIES	10,775	13,413	13,413	8,957	11,943	13,413
54-81 CIRCULATION MATERIALS	0	0	0	0	0	0
54-82 BOOKS	92,646	86,920	94,744	65,810	87,747	86,920
54-83 PERIODICALS	1,637	2,565	2,565	324	432	2,565
54-84 VIDEOS	4,582	4,001	5,301	3,792	5,056	4,001
54-85 AUDIO BOOKS	17,535	15,450	18,950	15,919	21,225	15,450
54-86 CD ROMS	0	0	0	0	0	0
54-87 CD	987	515	1,015	524	699	515
54-88 ELECTRONIC RESOURCES	4,671	5,686	5,686	4,644	6,192	5,686
58-00 OPERATING EQUIPMENT <\$5,000	5,901	618	618	281	375	618
Subtotal of SUPPLIES	\$140,577	\$132,118	\$145,242	\$101,294	\$135,059	\$132,118
64-00 OPERATING MAINTENANCE	\$0	\$412	\$662	\$220	\$293	\$412
68-00 EQUIPMENT MAINTENANCE	0	206	206	0	0	206
Subtotal of MAINTENANCE	\$0	\$618	\$868	\$220	\$293	\$618
74-00 OPERATING SERVICES	\$0	\$72	\$72	\$135	\$180	\$72
74-01 POSTAL AND COURIER SERVICES	2,657	2,060	2,060	1,860	2,480	2,060
74-97 RECRUITMENT ADVERTISING	361	515	515	0	0	515
75-10 TRAINING	1,014	1,566	1,566	1,230	1,640	1,566
75-20 TRAVEL REIMBURSEMENTS	2,576	1,514	1,514	1,032	1,376	1,514
75-30 MEMBERSHIPS	870	1,045	1,045	1,040	1,387	1,045
78-00 CONTRACT SERVICES	3,436	0	0	0	0	0
79-10 COMMUNITY EVENTS/PROGRAMS	1,751	1,805	1,805	1,749	2,332	1,805
Subtotal of SERVICES	\$12,665	\$8,577	\$8,577	\$7,046	\$9,395	\$8,577
87-20 PERSONAL COMPUTERS	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0
Totals for LIBRARY	\$867,077	\$859,501	\$872,875	\$626,335	\$833,555	\$888,756

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$515	\$515	\$0	\$0	\$515
51-10 COPY MACHINE SUPPLIES	0	1,545	1,545	0	0	1,545
54-00 OPERATING SUPPLIES	0	206	206	0	0	206
54-81 CIRCULATION MATERIALS	134	0	0	0	0	0
54-82 BOOKS	5,876	6,102	6,102	0	6,023	6,102
54-84 VIDEOS	2,982	2,575	2,575	10	2,513	2,575
54-85 AUDIO BOOKS	2,564	3,090	3,090	289	2,985	3,090
54-87 CD	466	515	515	(1)	509	515
54-88 ELECTRONIC RESOURCES	2,875	4,120	4,120	0	3,800	4,120
58-00 OPERATING EQUIPMENT <\$5,000	4,065	5,974	5,974	0	5,500	5,974
Subtotal of SUPPLIES	\$18,962	\$24,642	\$24,642	\$298	\$21,330	\$24,642
64-00 OPERATING MAINTENANCE	\$0	\$206	\$206	\$0	0	\$206
68-00 EQUIPMENT MAINTENANCE	0	1,236	1,236	0	0	1,236
68-10 COPY MACHINE MAINTENANCE	0	515	515	0	0	515
Subtotal of MAINTENANCE	\$0	\$1,957	\$1,957	\$0	\$0	\$1,957
71-40 CONSULTING SERVICES	\$0	\$5,150	\$1,166	\$0	\$0	\$5,150
74-00 OPERATING SERVICES	0	515	515	0	0	515
75-10 TRAINING	1,342	1,087	1,087	0	1,000	1,087
75-20 TRAVEL REIMBURSEMENTS	1,450	1,607	1,607	401	1,535	1,607
77-10 SOFTWARE LICENSE FEES	2,199	0	0	0	0	0
77-20 SOFTWARE SUPPORT SERVICES	399	0	0	0	0	0
78-00 CONTRACT SERVICES	0	5,331	5,331	0	0	5,331
79-10 COMMUNITY EVENTS/PROGRAMS	6,357	3,090	3,090	5,382	7,176	3,090
Subtotal of SERVICES	\$11,747	\$16,780	\$12,796	\$5,783	\$9,711	\$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	\$30,709	\$43,379	\$39,395	\$6,081	\$31,041	\$43,379

Community Services

Current Operations

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

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

Park Operations

The City of Friendswood currently maintains approximately 250 acres of parkland throughout the City. Parks Operations maintains Centennial Park, Friendswood Sportspark, Leavesley Park, Old City Park, Renwick Park, Stevenson Park, Multi-purpose Complex and 1776 Park.

The maintenance schedule provides for mowing of Renwick Park, Old City Park, Moore Road and 1776 Park on a biweekly basis. Stevenson Park is mowed on a weekly basis. All parks are cleaned by staff on Friday, Saturday, Sunday and Monday while Renwick Park is cleaned 6 days per week and Centennial Park 5 days per week by contracted Janitorial services. Parks staff maintains all irrigation systems in parks, around city buildings and the medians on Friendswood Drive. Maintenance items such as plumbing repairs, electrical repairs, landscape maintenance, field layout and striping, tree trimming and removal, fence and gate repairs, field lighting maintenance and repairs and softball infield maintenance are some of the major tasks also preformed by the Parks staff.

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

Building Operations

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

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

Community Services

Recreation Programs

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

The Community Services Department does not provide youth sports programs; however, the department does serve as a liaison between the citizens of Friendswood and the Friendswood Area Swim Team, Friendswood Mustangs, Friendswood Colts, Friendswood Broncos, Friendswood Girls Softball Association, Friendswood Little League 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 one practice football field at Centennial Park. Existing facilities include a half-mile jogging trail, the Evelyn B. Newman Amphitheatre, two restroom/concession/picnic pavilions, playground, two international size soccer fields, two lighted multipurpose fields and one lighted football field.

Recreation Programs

- Continue Concert-In-The Park Series with 11 concerts from May through June
- Plan and Program the 114th 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 adults and senior citizens.

Community Services

Decision Packages (Funded)

Summer Day Camp operational cost increase (fee supported)	Ongoing Cost	\$9,073
Movies in the Park (movie showing rights)	Ongoing Cost	\$1,000
Friendswood Historical Society fee increase	Ongoing Cost	\$5,000
Mosquito spraying services	Ongoing Cost	\$4,500
Senior Programs vehicle maintenance increase	Ongoing Cost	\$1,600
Senior Programs staff continuing education reimbursement	Ongoing Cost	\$2,000
Mower	One-time Cost	\$8,500
Senior Programs Recreational Aide (additional hours from 0.4 to 0.6 FTE)	Ongoing Cost	\$6,788
Carpet Replacement (City Hall 2 nd Floor and Council Chamber)	One-time Cost	\$30,000
Facility maintenance (Public Works)	One-time Cost	\$19,000
Administrative Clerk w/ benefits	Ongoing Cost	\$45,112
Parking Lot re-striping (facilities)	One-time Cost	\$7,250
City Entryway Signage	One-time Cost	\$40,500
Stevenson Park Playground Renovation Phase 4 (Park Land Dedication Fund)	One-time Cost	\$50,000

Decision Packages (Unfunded)

S. Friendswood Sports Complex operational expenses	Ongoing Cost	\$133,650
S. Friendswood Sports Complex equipment	One-time Cost	\$14,750
Parks Superintendent w/ benefits	Ongoing Cost	\$80,525
Parks Laborer w/ benefits	Ongoing Cost	\$41,770
Training & travel (Community Services Dept.)	Ongoing Cost	\$2,000
City Facilities Holiday decorations	One-time Cost	\$9,980
	Ongoing Cost	\$1,350

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Special Projects	6	8	10	12

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Parks Maintenance Work Orders	98	120	140	160

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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Building Maintenance Work Orders	350	375	400	425

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

Goal 4 (Correlates with City Goal 3)

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

Objective A:

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

MEASURE	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Number of times fields are fertilized per year	2	2	2	2
Number of times fields are aerified and top dressed	1	2	2	2
Number of times building lawns are fertilized	2	2	2	2
Number of times herbicides and insecticides are applied	1	2	2	2

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

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

Objective A:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Number of program activities offered through the Recreation Division per year	69	73	80	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	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Percentage of programs within the Recreation Division using Web Trac for registration purposes	0%	5%	10%	20%

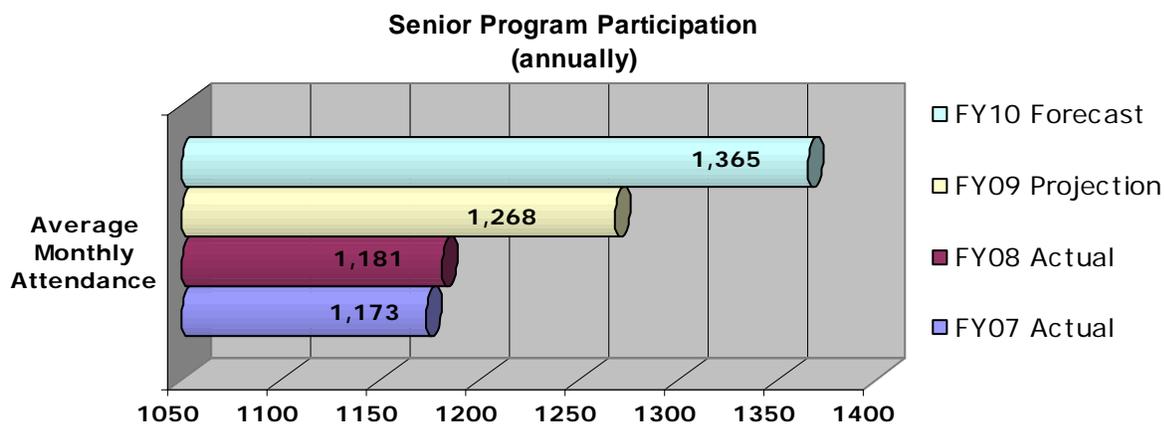
Trend: Utilizing Rec Trac software for the activity/program registration process has enabled the department to save time and money. The process has enabled the division to offer departmental receipts thus shorting the wait time for participants when they sign-up. With the addition of online registration,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

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

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

Objective A:

To increase enrollment by providing fun, innovative activities that appeals to senior citizens regardless of age, background or income. Average monthly attendance to the Senior Activity Center programs with increase by 7% from FY09 to FY10.



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.

Community Services

Objective B:

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

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Field trips offered by the Friendswood Senior Citizen Program – Yearly Average	61	55	65	70

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

Maintain existing programs and services at the Friendswood City Pool.

Objective A:

Increase attendance at the city pool by providing clean, safe and fun interactive equipment for all users.

Measure	FY07 Actual	FY08 Actual	FY09 Projection	FY10 Forecast
Sesquicentennial Swimming Pool (Number of visits)	10,021	9,595	10,000	10,500

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.

**Community Services
Department Summary**

EXPENDITURE BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	204,351	201,827	199,773	149,204	198,759	252,586	25.1%
Recreation Programs	539,121	496,375	530,148	351,991	571,364	581,390	17.1%
Parks Operations	977,213	1,103,600	1,103,600	810,210	1,065,072	1,033,992	-6.3%
Facility Operations	733,728	706,637	712,688	519,692	692,923	742,887	5.1%
Department Total	\$2,454,413	\$2,508,439	\$2,546,209	\$1,831,097	\$2,528,118	2,610,855	4.1%

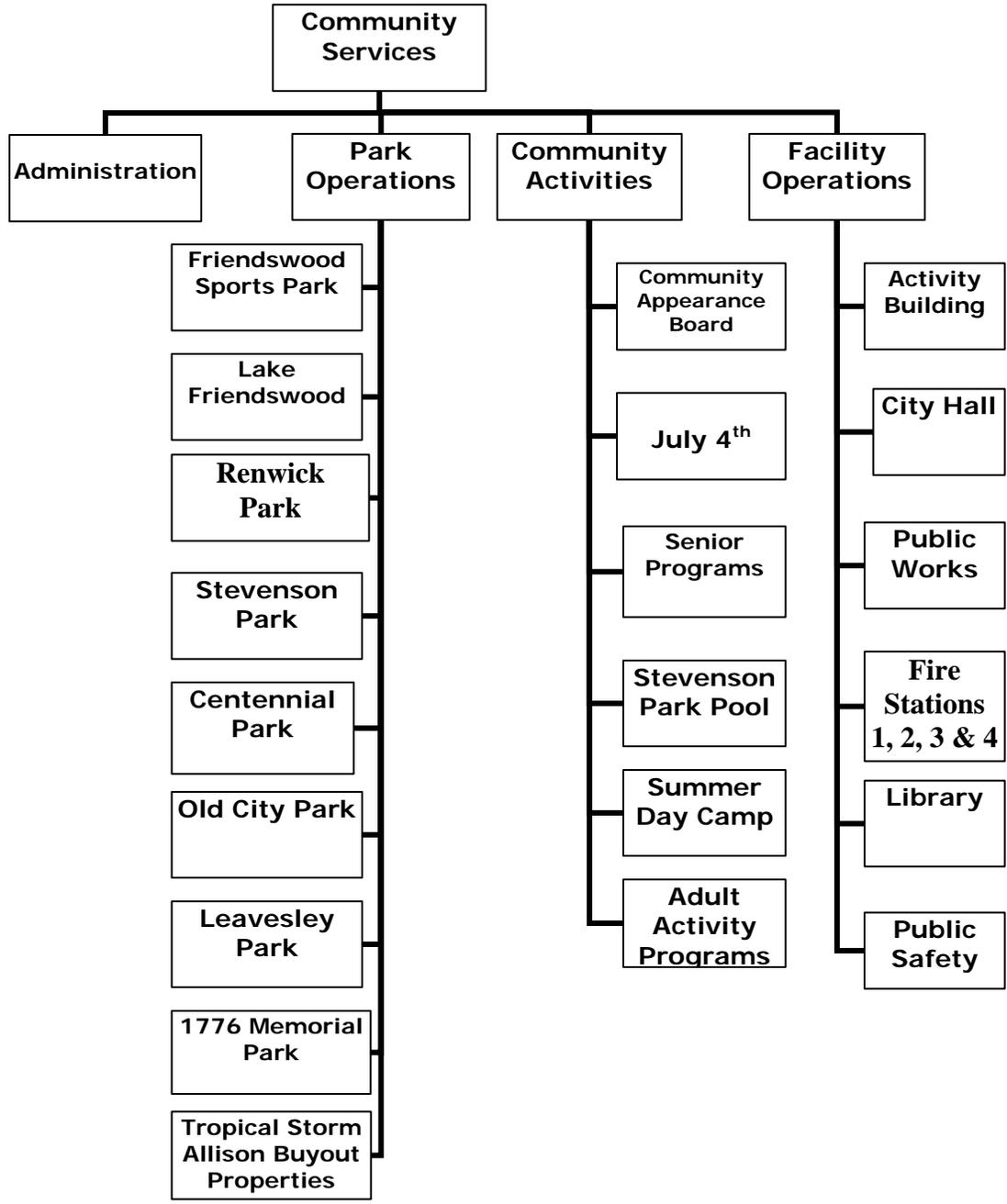
EXPENDITURE BY CLASSIFICATION

Classification	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Salaries and Benefits	808,175	873,702	873,702	533,207	806,219	949,037	8.6%
Supplies	149,234	148,816	153,185	99,711	132,965	142,697	-4.1%
Maintenance	219,901	212,483	220,784	261,678	352,238	221,333	4.2%
Services	1,191,154	1,187,288	1,209,288	893,251	1,192,113	1,199,788	1.1%
Capital Outlay	85,949	86,150	89,250	43,250	44,583	98,000	13.8%
Department Total	\$2,454,413	\$2,508,439	\$2,546,209	\$1,831,097	\$2,528,118	2,610,855	4.1%

PERSONNEL SUMMARY BY DIVISION

Division	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget	% Change in Budget from FY09 to FY10
Administration	2.0	2.0	2.0	2.0	2.0	3.0	50.0%
Recreation Programs	7.7	7.7	7.7	7.7	7.7	7.9	0.0%
Parks Operations	8.0	8.0	8.0	8.0	8.0	8.0	0.0%
Facility Operations	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Department Total	17.7	17.7	17.7	17.7	17.7	18.9	0.0%

Community Services



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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$124,600	\$129,908	\$129,908	\$90,123	\$120,164	\$162,599
41-30 OVERTIME PAY	4,040	1,238	1,238	1,969	2,625	1,238
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	425	555	555	540	540	675
41-44 VEHICLE ALLOWANCE	3,683	5,400	5,400	3,893	5,191	5,400
41-45 INCENTIVE-CERTIFICATE PAY	0	0	0	0	0	0
41-49 CELL PHONE ALLOWANCE	1,159	1,140	1,140	789	1,052	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	9,973	10,298	10,298	7,209	9,612	12,866
47-20 TMRS RETIREMENT FUND	17,794	18,578	18,578	13,343	17,791	25,046
48-10 HEALTH/DENTAL INSURANCE	6,076	6,307	6,307	5,135	6,847	17,022
48-20 LIFE INSURANCE	315	278	278	267	356	357
48-30 DISABILITY INSURANCE	537	571	571	556	741	730
48-40 WORKERS COMP INSURANCE	912	1,363	1,363	145	193	1,298
48-50 EAP SERVICES	110	114	114	86	115	174
48-90 FLEX PLAN ADMINISTRATION	27	167	167	81	108	231
Subtotal of PERSONNEL	\$169,651	\$175,917	\$175,917	\$124,136	\$165,335	\$228,776
51-00 OFFICE SUPPLIES	\$2,427	\$3,232	\$3,232	\$1,104	1,472	\$3,232
54-00 OPERATING SUPPLIES	976	557	557	883	1,177	557
58-00 OPERATING EQUIPMENT > \$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$3,403	\$3,789	\$3,789	\$1,987	\$2,649	\$3,789
74-00 OPERATING SERVICES	\$8,300	\$8,163	\$1,109	\$469	625	\$1,063
74-01 POSTAL AND COURIER SERVICES	3,474	0	0	4,375	5,833	0
74-97 RECRUITMENT ADVERTISING	0	0	0	0	0	0
75-10 TRAINING	728	642	642	515	687	642
75-20 TRAVEL REIMBURSEMENTS	550	1,399	1,399	909	1,212	1,399
75-30 MEMBERSHIPS	215	363	363	80	107	363
78-00 CONTRACT SERVICES	18,030	11,554	16,554	16,733	22,311	16,554
Subtotal of SERVICES	\$31,297	\$22,121	\$20,067	\$23,081	\$30,775	\$20,021
Totals for COMM SERVICES ADMIN	\$204,351	\$201,827	\$199,773	\$149,204	\$198,759	\$252,586

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$47,803	\$49,688	\$49,688	\$34,466	\$45,955	\$49,386
41-30 OVERTIME PAY	0	0	0	87	116	0
41-41 MERIT PAY	0	0	0	0	0	0
41-43 LONGEVITY PAY	0	930	930	90	90	155
41-44 VEHICLE ALLOWANCE	1,815	1,800	1,800	3,848	5,131	5,400
41-45 INCENTIVE-CERTIFICATE PAY	300	300	300	375	500	600
41-49 CELL PHONE ALLOWANCE	1,159	600	600	789	1,052	1,140
41-90 ACCRUED PAYROLL	0	0	0	0	0	0
42-20 PART-TIME WAGES	4,085	5,105	5,105	2,092	2,789	4,376
42-22 SEASONAL WAGES	0	0	0	0	0	0
47-10 SOCIAL SECURITY/MEDICARE	4,166	4,374	4,374	3,155	4,207	4,677
47-20 TMRS RETIREMENT FUND	6,785	7,185	7,185	5,426	7,235	8,568
48-10 HEALTH/DENTAL INSURANCE	4,322	5,011	5,011	3,633	4,844	4,473
48-20 LIFE INSURANCE	121	107	107	101	135	107
48-30 DISABILITY INSURANCE	205	219	219	211	281	219
48-40 WORKERS COMP INSURANCE	525	688	688	81	108	606
48-50 EAP SERVICES	55	285	285	43	57	285
48-90 FLEX PLAN ADMINISTRATION	19	19	19	15	20	19
Subtotal of PERSONNEL	\$71,360	\$76,311	\$76,311	\$54,412	\$72,519	\$80,011
51-00 OFFICE SUPPLIES	\$233	\$185	\$185	\$252	\$336	\$185
54-00 OPERATING SUPPLIES	7,280	4,234	4,234	1,958	2,611	4,234
58-00 OPERATING EQUIPMENT <\$5,000	226	0	300	0	0	0
Subtotal of SUPPLIES	\$7,739	\$4,419	\$4,719	\$2,210	\$2,947	\$4,419
74-00 OPERATING SERVICES	\$0	\$850	\$8,168	\$7,318	\$9,757	\$7,950
74-01 POSTAL/COURIER SERVICES	2,055	0	0	375	500	0
74-97 RECRUITMENT ADVERTISING	181	0	0	0	0	0
75-10 TRAINING	887	637	637	210	280	637
75-20 TRAVEL REIMBURSEMENTS	1,038	1,002	1,002	994	1,325	1,002
75-30 MEMBERSHIPS	875	531	531	200	267	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	20,573	14,792	23,670	31,054	41,405	15,792
Subtotal of SERVICES	\$25,609	\$17,812	\$34,008	\$40,151	\$53,535	\$25,912
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$0	\$8,000	\$8,000	\$8,000	\$0
Subtotal of CAPITAL	\$0	\$0	\$8,000	\$8,000	\$8,000	\$0
Totals for RECREATION PROGRAM ADMIN	\$104,708	\$98,542	\$123,038	\$104,773	\$137,001	\$110,342

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-30 OVERTIME PAY	\$12,688	\$12,375	\$12,375	\$0	\$12,375	\$12,375
47-10 SOCIAL SECURITY/MEDICARE	970	947	947	0	947	947
47-20 TMRS RETIREMENT	1,669	1,708	1,708	0	1,708	1,868
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	24	176	176	0	76	155
Subtotal of PERSONNEL	\$15,351	\$15,206	\$15,206	\$0	\$15,106	\$15,345
51-00 OFFICE SUPPLIES	\$169	\$329	\$329	\$630	\$840	\$329
52-00 PERSONNEL SUPPLIES	75	133	133	0	125	133
53-00 VEHICLE SUPPLIES	308	79	79	0	0	79
54-00 OPERATING SUPPLIES	4,864	3,181	3,181	3,189	4,252	3,181
Subtotal of SUPPLIES	\$5,416	\$3,722	\$3,722	\$3,819	\$5,217	\$3,722
74-01 POSTAL AND COURIER SERVICES	\$99	\$0	\$0	\$91	\$121	\$0
74-81 TRANSPORTATION SERVICES	6,071	6,890	6,890	0	6,750	6,890
76-16 REFUSE SERVICES	0	0	0	0	0	0
78-00 CONTRACT SERVICES	3,614	2,650	2,650	4,550	4,567	2,650
78-30 RENTAL	9,952	11,757	11,757	9,282	12,376	11,757
79-10 COMMUNITY EVENTS/PROGRAMS	30,800	22,260	22,260	30,800	30,800	22,260
Subtotal of SERVICES	\$50,536	\$43,557	\$43,557	\$44,723	\$54,614	\$43,557
Totals for JULY 4TH PROGRAM	\$71,303	\$62,485	\$62,485	\$48,542	\$74,937	\$62,624

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
42-22 SEASONAL WAGES	\$45,825	\$41,485	\$41,485	\$9,387	\$45,516	\$53,693
47-10 SOCIAL SECURITY/MEDICARE	3,506	3,441	3,441	718	3,457	3,662
48-40 WORKERS COMP INSURANCE	850	627	627	132	676	1,124
Subtotal of PERSONNEL	\$50,181	\$45,553	\$45,553	\$10,237	\$49,649	\$58,479
52-00 PERSONNEL SUPPLIES	\$1,751	\$1,908	\$1,908	\$1,838	\$2,451	\$1,908
54-00 OPERATING SUPPLIES	4,785	3,710	3,710	1,627	3,169	3,710
58-00 OPERATING EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$6,536	\$5,618	\$5,618	\$3,465	\$5,620	\$5,618
74-00 OPERATING SERVICES	\$104	\$489	\$489	\$43	\$457	\$489
74-81 TRANSPORTATION SERVICES	7,648	6,180	6,180	0	6,050	6,180
74-97 RECRUITMENT ADVERTISING	792	338	338	0	0	338
75-20 TRAVEL REIMBURSEMENTS	675	414	414	57	401	414
76-12 TELEPHONE COMMUNICATIONS	658	0	0	411	548	0
79-10 COMMUNITY EVENTS/PROGRAMS	7,375	5,516	5,516	1,657	5,209	5,516
Subtotal of SERVICES	\$17,252	\$12,937	\$12,937	\$2,168	\$12,666	\$12,937
Totals for SUMMER DAY CAMP PROGRAM	\$73,969	\$64,108	\$64,108	\$15,870	\$67,935	\$77,034

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$111	\$111	\$72	\$96	\$111
52-00 PERSONNEL SUPPLIES	45	849	849	0	\$0	849
54-00 OPERATING SUPPLIES	1,663	1,703	2,432	3,590	\$4,787	1,703
58-00 OPERATING EQUIPMENT < \$5,000	0	0	690	690	\$690	0
Subtotal of SUPPLIES	\$1,708	\$2,663	\$4,082	\$4,352	\$5,573	\$2,663
62-10 LANDSCAPING	\$14,353	\$12,774	\$12,774	\$9,553	\$12,737	\$12,774
Subtotal of MAINTENANCE	\$14,353	\$12,774	\$12,774	\$9,553	\$12,737	\$12,774
74-00 OPERATING SERVICES	\$2,640	\$2,862	\$2,862	\$2,121	\$2,828	\$2,862
74-01 POSTAL/ COURIER SERVICES	0	0	0	5	7	0
75-10 TRAINING	0	293	293	285	380	293
75-20 TRAVEL REIMBURSEMENTS	0	468	468	0	0	468
75-30 MEMBERSHIPS	125	159	159	0	155	159
79-22 CAB BEAUTIFICATION GRANTS	0	0	0	0	0	0
Subtotal of SERVICES	\$2,765	\$3,782	\$3,782	\$2,411	\$3,370	\$3,782
88-00 CAPITAL OPERATING EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$40,500
88-00 CAPITAL EQUIPMENT	0	0	0	0	0	0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$40,500
Totals for COMM APPEARANCE BOARD	\$18,826	\$19,219	\$20,638	\$16,316	\$21,680	\$59,719

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-30 OVERTIME PAY	\$408	\$0	\$0	\$64	\$85	\$0
41-31 HOLIDAY HOURS WORKED	0	0	0	254	339	0
42-22 SEASONAL WAGES	41,076	60,162	60,162	13,024	60,365	69,992
47-10 SOCIAL SECURITY/MEDICARE	3,174	5,309	5,309	1,021	5,361	5,354
48-40 WORKERS COMP INSURANCE	756	342	342	188	351	513
Subtotal of PERSONNEL	\$45,414	\$65,813	\$65,813	\$14,551	\$66,077	\$75,859
51-00 OFFICE SUPPLIES	\$214	\$244	\$244	\$142	\$189	\$244
52-00 PERSONNEL SUPPLIES	1,555	1,061	1,061	896	1,195	1,061
53-00 VEHICLE SUPPLIES	0	0	0	0	0	0
54-00 OPERATING SUPPLIES	21,731	2,247	2,247	2,007	2,676	2,247
54-95 PESTICIDES/CHEMICAL SUPPLIES	842	7,262	7,262	5,263	7,017	7,262
56-00 FACILITY SUPPLIES	65	170	170	0	0	170
56-20 JANITORIAL SUPPLIES	624	504	504	205	523	504
58-00 OPERATING EQUIPMENT <\$5,000	4,136	3,711	3,711	1,993	3,357	3,711
Subtotal of SUPPLIES	\$29,167	\$15,199	\$15,199	\$10,506	\$14,958	\$15,199
62-10 LANDSCAPING	\$0	\$129	\$129	\$10	\$13	\$129
65-61 SWIMMING POOL MAINTENANCE	6,081	6,593	6,593	2,483	6,311	6,593
66-00 FACILITY MAINTENANCE	5,058	5,250	5,250	2,436	5,248	5,250
68-00 EQUIPMENT MAINTENANCE	11	0	0	0	0	0
Subtotal of MAINTENANCE	\$11,150	\$11,972	\$11,972	\$4,929	\$11,572	\$11,972
74-97 RECRUITMENT ADVERTISING	\$0	\$338	\$338	\$0	\$0	\$338
76-11 ELECTRICITY	18,253	14,491	14,491	13,081	17,441	14,491
76-12 TELEPHONE /COMMUNICATIONS	1,054	712	712	435	580	712
76-13 NATURAL GAS	15,066	7,346	7,346	13,192	13,192	7,346
78-00 CONTRACT SERVICES	12,130	1,740	1,740	4,868	6,491	1,740
78-30 RENTAL	0	0	0	0	0	0
Subtotal of SERVICES	\$46,503	\$24,627	\$24,627	\$31,576	\$37,704	\$24,627
Totals for STEVENSON PARK POOL	\$132,234	\$117,611	\$117,611	\$61,562	\$130,311	\$127,657

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$75,974	\$76,821	\$76,821	\$46,873	\$62,497	\$78,061
41-20 PART-TIME WAGES	0	11,814	11,814	11,244	14,992	20,671
41-30 OVERTIME PAY	440	872	872	1,266	1,688	873
41-43 LONGEVITY PAY	285	330	330	418	418	460
41-90 ACCRUED PAYROLL	0	0	0	199	0	0
47-10 SOCIAL SECURITY/MEDICARE	5,698	6,821	6,821	4,407	5,876	7,959
47-20 TMRS RETIREMENT FUND	10,160	10,674	10,674	6,670	8,893	11,983
48-10 HEALTH/DENTAL INSURANCE	9,777	4,107	4,107	7,409	9,879	4,107
48-20 LIFE INSURANCE	195	168	168	132	176	170
48-30 DISABILITY INSURANCE	331	344	344	272	363	350
48-40 WORKERS COMP INSURANCE	1,463	1,094	1,094	927	1,236	980
48-50 EAP SERVICES	111	171	171	71	95	171
48-90 FLEX PLAN ADMINISTRATION	38	83	83	24	32	83
Subtotal of PERSONNEL	\$104,472	\$113,299	\$113,299	\$79,912	\$106,145	\$125,868
51-00 OFFICE SUPPLIES	\$1,243	\$1,118	\$1,118	\$702	\$936	\$1,118
53-00 VEHICLE SUPPLIES	6	0	0	163	217	0
53-01 FUEL	4,540	4,865	4,865	2,100	2,800	3,200
54-00 OPERATING SUPPLIES	2,865	6,828	6,828	5,579	7,439	6,828
58-00 OPERATING EQUIPMENT <\$5,000	3,957	212	2,862	2,763	3,684	212
Subtotal of SUPPLIES	\$12,611	\$13,023	\$15,673	\$11,307	\$15,076	\$11,358
63-00 VEHICLE MAINTENANCE	\$1,657	\$918	\$918	\$3,102	\$4,136	\$918
66-00 FACILITY MAINTENANCE	0	0	2,250	2,400	3,200	1,600
Subtotal of MAINTENANCE	\$1,657	\$918	\$3,168	\$5,502	\$7,336	\$2,518
73-11 VEHICLE INSURANCE	\$791	\$778	\$778	\$593	\$791	\$778
74-00 OPERATING SERVICES	0	0	0	128	171	0
74-92 SPECIAL EVENTS	336	0	0	530	707	0
74-97 RECRUITMENT ADVERTISING	0	0	0	36	48	0
75-10 TRAINING	341	345	345	737	983	2,345
75-20 TRAVEL REIMBURSEMENTS	781	509	509	520	693	509
75-30 MEMBERSHIPS	80	81	81	0	0	81
76-12 TELEPHONE/COMMUNICATIONS	383	372	372	261	348	372
78-00 CONTRACT SERVICES	1,032	185	185	124	165	185
79-10 COMMUNITY EVENTS/PROGRAMS	15,597	0	7,858	5,278	7,037	0
Subtotal of SERVICES	\$19,341	\$2,270	\$10,128	\$8,207	\$10,943	\$4,270
84-00 CAPITAL OPERATING EQUIPMENT	\$0	\$4,900	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$4,900	\$0	\$0	\$0	\$0
Totals for SENIOR PROGRAMS	\$138,081	\$134,410	\$142,268	\$104,928	\$139,500	\$144,014

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$234,347	\$251,135	\$251,135	\$164,170	\$218,893	\$251,710
41-30 OVERTIME PAY	12,773	7,734	7,734	10,478	13,971	7,734
41-31 HOLIDAY HOURS WORKED	0	0	0	249	332	0
41-43 LONGEVITY PAY	973	1,175	1,175	1,055	1,055	965
41-49 CELL PHONE ALLOWANCE	1,490	1,500	1,500	968	1,291	1,920
41-90 ACCRUED PAYROLL	852	0	0	1,154	(0)	0
47-10 SOCIAL SECURITY/MEDICARE	17,984	19,680	19,680	13,046	17,395	19,753
47-20 TMRS RETIREMENT FUND	33,297	35,501	35,501	24,550	32,733	38,977
48-10 HEALTH/DENTAL INSURANCE	43,231	59,443	59,443	29,480	39,307	38,576
48-20 LIFE INSURANCE	623	543	543	495	660	545
48-30 DISABILITY INSURANCE	1,053	1,116	1,116	1,028	1,371	1,119
48-40 WORKERS COMP INSURANCE	4,531	3,121	3,121	2,860	3,813	2,745
48-50 EAP SERVICES	439	456	456	318	424	456
48-90 FLEX PLAN ADMINISTRATION	149	199	199	108	144	199
Subtotal of PERSONNEL	\$351,742	\$381,603	\$381,603	\$249,959	\$331,388	\$364,699
51-00 OFFICE SUPPLIES	\$158	\$37	\$37	\$109	\$145	\$37
52-00 PERSONNEL SUPPLIES	4,477	1,777	1,777	4,356	5,808	1,777
53-00 VEHICLE SUPPLIES	107	106	106	56	75	106
53-01 FUEL	13,113	13,018	13,018	6,056	8,075	8,564
54-00 OPERATING SUPPLIES	4,153	1,242	1,242	2,150	2,867	1,242
54-95 HAZARDOUS MATERIALS	1,694	3,975	3,975	1,525	2,033	3,975
56-00 FACILITY SUPPLIES	0	0	0	0	0	0
56-20 JANITORIAL SUPPLIES	3,594	3,561	3,561	4,096	5,461	3,561
58-00 OPERATING EQUIPMENT <\$5,000	8,506	10,255	10,255	6,728	8,971	10,255
Subtotal of SUPPLIES	\$35,802	\$33,971	\$33,971	\$25,076	\$33,435	\$29,517
62-10 LANDSCAPING	\$227	\$0	\$0	\$0	\$0	\$0
62-20 LIGHTING MAINTENANCE	0	0	0	403	537	0
63-00 VEHICLE MAINTENANCE	4,866	2,060	2,060	5,553	7,404	2,060
66-00 FACILITY MAINTENANCE	24	20,000	20,000	0	0	20,000
68-00 EQUIPMENT MAINTENANCE	6,127	4,532	4,532	9,009	12,012	4,532
Subtotal of MAINTENANCE	\$11,244	\$26,592	\$26,592	\$14,965	\$19,953	\$26,592
73-11 VEHICLE INSURANCE	\$1,723	\$2,286	\$2,286	\$1,411	\$1,881	\$2,286
74-00 OPERATING SERVICES	0	0	0	75	100	4,500
74-01 POSTAL/COURIER SERVICES	0	0	0	0	0	0
74-97 RECRUITMENT ADVERTISING	181	0	0	260	347	0
74-98 JUDGMENTS & DAMAGE CLAIM	1,000	0	0	500	500	0
75-10 TRAINING	215	362	362	41	55	362
75-20 TRAVEL REIMBURSEMENTS	0	844	844	890	1,187	844
75-30 MEMBERSHIPS	80	165	165	24	32	165
76-12 TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
76-25 SAFETY SERVICES	596	0	0	429	572	0
76-80 MOWING SERVICES	101,963	106,000	106,000	85,005	113,340	106,000
78-00 CONTRACT SERVICES	520	0	0	0	0	0
78-30 RENTAL	2,555	2,385	2,385	2,040	2,720	2,385
78-31 VEHICLE LEASE-INTERNAL	9,068	9,340	9,340	7,005	9,340	9,340
Subtotal of SERVICES	\$117,901	\$121,382	\$121,382	\$97,680	\$130,073	\$125,882
88-00 CAPITAL EQUIPMENT	\$9,804	\$30,000	\$30,000	\$0	0	\$8,500
Subtotal of CAPITAL	\$9,804	\$30,000	\$30,000	\$0	\$0	\$8,500
Totals for PARKS ADMINISTRATION	\$526,493	\$593,548	\$593,548	\$387,680	\$514,849	\$555,190

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
54-00 OPERATING SUPPLIES	\$356	\$743	\$743	\$13	\$17	\$743
56-00 FACILITY SUPPLIES	1,203	2,120	2,120	113	151	2,120
58-00 OPERATING EQUIPMENT < \$5000	38	0	0	0	0	0
Subtotal of SUPPLIES	\$1,597	\$2,863	\$2,863	\$126	\$168	\$2,863
62-10 LANDSCAPING	\$7,332	\$2,258	\$2,258	\$675	\$2,900	\$2,258
62-20 LIGHTING MAINTENANCE	0	0	0	799	799	0
64-00 OPERATING MAINTENANCE	0	0	0	0	0	0
66-00 FACILITY MAINTENANCE	5,212	5,036	5,036	17,812	23,749	5,036
68-00 EQUIPMENT MAINTENANCE	45	530	530	256	341	530
Subtotal of MAINTENANCE	\$12,589	\$7,824	\$7,824	\$19,542	\$27,790	\$7,824
74-00 OPERATING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	6,416	17,590	17,590	5,177	6,903	17,590
78-00 CONTRACT SERVICES	0	0	4,000	4,316	4,316	0
78-30 RENTAL	0	424	424	0	0	424
Subtotal of SERVICES	\$6,416	\$18,014	\$22,014	\$9,493	\$11,219	\$18,014
84-00 CAPITAL OPERATING EQUIPMENT	\$52,680	\$31,250	\$31,250	\$31,250	\$31,250	\$0
SUBTOTAL FOR CAPITAL	\$52,680	\$31,250	\$31,250	\$31,250	\$31,250	\$0
Totals for STEVENSON PARK	\$73,282	\$59,951	\$63,951	\$60,411	\$70,426	\$28,701

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
62-10 LANDSCAPING	\$26	\$318	\$318	\$39	\$52	\$318
Subtotal of MAINTENANCE	\$26	\$318	\$318	\$39	\$52	\$318
76-11 ELECTRICITY	\$464	\$128	\$128	\$421	\$561	\$128
78-00 CONTRACT SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$464	\$128	\$128	\$421	\$561	\$128
Totals for 1776 MEMORIAL PARK	\$490	\$446	\$446	\$460	\$613	\$446

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
62-10 LANDSCAPING	\$112	\$1,273	\$1,273	\$108	\$144	\$1,273
62-20 LIGHTING MAINTENANCE	13,665	11,448	11,448	14,768	19,691	11,448
62-40 FENCE MAINTENANCE	1,381	1,187	1,187	5,619	7,492	1,187
64-00 OPERATING MAINTENANCE	0	0	0	0	0	0
66-00 FACILITY MAINTENANCE	2,848	6,361	6,361	15,559	20,745	6,361
Subtotal of MAINTENANCE	\$18,006	\$20,269	\$20,269	\$36,054	\$48,072	\$20,269
76-11 ELECTRICITY	\$24,968	\$44,201	\$44,201	\$16,586	\$22,115	\$44,201
78-00 CONTRACT SERVICES	10,441	13,886	13,886	15,250	20,333	13,886
Subtotal of SERVICES	\$35,409	\$58,087	\$58,087	\$31,836	\$42,448	\$58,087
88-00 CAPITAL EQUIPMENT	\$5,000	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$5,000	\$0	\$0	\$0	\$0	\$0
Totals for RENWICK PARK	\$58,415	\$78,356	\$78,356	\$67,890	\$90,520	\$78,356

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
54-00 OPERATING SUPPLIES	\$1	\$106	\$106	\$3	\$4	\$106
56-00 FACILITY SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPEMENT	0	1,273	1,273	0	0	1,273
Subtotal of SUPPLIES	\$1	\$1,379	\$1,379	\$3	\$4	\$1,379
62-10 LANDSCAPING	\$0	\$398	\$398	\$0	\$0	\$398
62-20 LIGHTING MAINTENANCE	3	424	424	0	0	424
66-00 FACILITY MAINTENANCE	16,664	4,452	4,452	1,524	2,032	4,452
Subtotal of MAINTENANCE	\$16,667	\$5,274	\$5,274	\$1,524	\$2,032	\$5,274
76-11 ELECTRICITY	\$7,455	\$9,370	\$9,370	\$6,559	8,745	\$9,370
76-12 TELEPHONE/ COMMUNICATIONS	912	688	688	(70)	(93)	688
76-20 JANITORIAL SERVICES	4,800	6,890	6,890	3,600	4,800	6,890
76-25 SAFETY SERVICES	1,841	0	0	1,371	1,828	0
76-30 PEST CONTROL SERVICES	200	318	318	152	203	318
78-00 CONTRACT SERVICES	0	106	106	0	0	106
Subtotal of SERVICES	\$15,208	\$17,372	\$17,372	\$11,612	\$15,483	\$17,372
88-00 CAPITAL EQUIPMENT	\$18,465	\$0	\$0	\$0	\$0	\$0
Subtotal CAPITAL EQUIPMENT	\$18,465	\$0	\$0	\$0	\$0	\$0
Totals for LEAVESLEY PARK	\$50,341	\$24,025	\$24,025	\$13,139	\$17,519	\$24,025

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
54-00 OPERATING SUPPLIES	\$26	\$106	\$106	\$0	\$0	\$106
56-00 FACILITY SUPPLIES	0	106	106	0	\$0	106
Subtotal of SUPPLIES	\$26	\$212	\$212	\$0	\$0	\$212
62-10 LANDSCAPING	\$263	\$637	\$637	\$0	\$0	\$637
62-20 LIGHTING MAINTENANCE	175	1,167	1,167	33	44	1,167
62-40 FENCE MAINTENANCE	70	106	106	0	0	106
64-00 OPERATING MAINTENANCE	0	264	264	0	0	264
66-00 FACILITY MAINTENANCE	597	2,650	2,650	4,045	4,593	2,650
Subtotal of MAINTENANCE	\$1,105	\$4,824	\$4,824	\$4,078	\$4,637	\$4,824
74-01 POSTAL/ COURIER SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	2,360	7,533	3,533	2,434	3,245	7,533
Subtotal of SERVICES	\$2,360	\$7,533	\$3,533	\$2,434	\$3,245	\$7,533
Totals for OLD CITY PARK	\$3,491	\$12,569	\$8,569	\$6,512	\$7,883	\$12,569

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
54-00 OPERATING SUPPLIES	\$6,342	\$10,175	\$10,175	\$6,704	\$8,939	\$10,175
54-95 CHEMICALS	9,013	20,458	20,458	7,020	9,360	20,458
56-20 JANITORIAL SUPPLIES	0	424	424	0	0	424
58-00 OPERATING EQUIPMENT	0	0	0	0	0	0
Subtotal of SUPPLIES	\$15,355	\$31,057	\$31,057	\$13,724	\$18,299	\$31,057
62-10 LANDSCAPING	\$48	\$3,711	\$3,711	\$2,036	\$2,715	\$3,711
62-20 LIGHTING MAINTENANCE	488	370	370	5,321	7,095	370
64-00 OPERATING MAINTENANCE	9,962	5,300	5,300	2,349	3,132	5,300
66-00 FACILITY MAINTENANCE	2,930	1,589	1,589	2,506	3,341	1,589
Subtotal of MAINTENANCE	\$13,428	\$10,970	\$10,970	\$12,212	\$16,283	\$10,970
76-11 ELECTRICITY	\$39,888	\$46,830	\$46,830	\$31,594	\$42,125	\$46,830
76-80 MOWING SERVICES	60,975	66,886	66,886	45,730	60,973	66,886
78-00 CONTRACT SERVICES	2,370	0	0	3,119	4,159	0
78-30 RENTAL	0	0	0	1,051	1,401	0
Subtotal of SERVICES	\$103,233	\$113,716	\$113,716	\$81,494	\$108,659	\$113,716
88-00 CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal of CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0

001-6436-456

64-00 OPERATING MAINTENANCE	\$13	\$0	\$0	\$0	\$0	\$0
66-00 FACILITY MAINTENANCE	83	0	0	0	0	0
Subtotal for MAINTENANCE	\$96	\$0	\$0	\$0	\$0	\$0
76-11 ELECTRICITY	\$0	\$0	\$0	\$0	\$0	\$0
78-00 CONTRACT SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
Totals for CENTENNIAL PARK	\$132,112	\$155,743	\$155,743	\$107,430	\$143,240	\$155,743

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
76-80 MOWING SERVICES	\$0	\$637	\$637	\$0	\$0	\$637
Subtotal of SERVICES	\$0	\$637	\$637	\$0	\$0	\$637
Totals for LAKE FRIENDSWOOD	\$0	\$637	\$637	\$0	\$0	\$637

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
54-00 OPERATING SUPPLIES	\$10,528	\$10,388	\$10,388	\$5,774	\$7,699	\$10,388
54-95 PESTICIDES/CHEMICALS	0	530	530	0	0	530
56-20 JANITORIAL SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	5,486	5,486	0
Subtotal of SUPPLIES	\$10,528	\$10,918	\$10,918	\$11,260	\$13,185	\$10,918
62-10 LANDSCAPING	\$1,200	\$2,650	\$2,650	\$3,273	\$4,364	\$2,650
62-20 LIGHTING MAINTENANCE	1,815	4,239	4,239	7,800	7,800	4,239
64-00 OPERATING MAINTENANCE	7,758	9,539	9,539	7,645	10,193	9,539
65-67 SPORTS FIELD MAINTENANCE	9	0	0	2,240	2,987	0
66-00 FACILITY MAINTENANCE	9,002	6,361	6,361	60,390	80,520	6,361
Subtotal of MAINTENANCE	\$19,784	\$22,789	\$22,789	\$81,348	\$105,864	\$22,789
76-11 ELECTRICITY	\$33,175	\$42,456	\$42,456	\$26,294	\$35,059	\$42,456
76-12 TELEPHONE/ COMMUNICATIONS	0	849	849	0	0	849
76-13 NATURAL GAS	267	530	530	197	263	530
76-80 MOWING SERVICES	12,600	18,020	18,020	9,450	12,600	18,020
78-00 CONTRACT SERVICES	13,085	14,839	14,839	13,056	17,408	14,839
Subtotal of SERVICES	\$59,127	\$76,694	\$76,694	\$48,997	\$65,329	\$76,694
Totals for FRIENDSWOOD SPORTS PARK	\$89,439	\$110,401	\$110,401	\$141,605	\$184,378	\$110,401

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
76-80 MOWING SERVICES	\$38,200	\$63,685	\$63,685	\$23,733	\$31,644	\$63,685
76-90 HOA MAINTENANCE FEES	4,950	4,239	4,239	1,350	4,000	4,239
79-71 EMERGENCY - SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$43,150	\$67,924	\$67,924	\$25,083	\$35,644	\$67,924
Totals for ALLISON BUY OUT PROPERTIES	\$43,150	\$67,924	\$67,924	\$25,083	\$35,644	\$67,924

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
41-10 FULLTIME SALARIES & WAGES	\$0	\$0	\$0	\$0	\$0	\$0
41-30 OVERTIME PAY	0	0	0	0	0	\$0
41-41 MERIT PAY	0	0	0	0	0	\$0
41-43 LONGEVITY PAY	0	0	0	0	0	\$0
41-90 ACCRUED PAYROLL	0	0	0	0	0	\$0
47-10 SOCIAL SECURITY/ MEDICARE	0	0	0	0	0	\$0
47-20 TMRS RETIREMENT FUND	0	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	4	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	\$4	\$0	\$0	\$0	\$0	\$0
51-00 OFFICE SUPPLIES	\$1,260	\$2,650	\$2,650	\$229	\$305	\$2,650
54-00 OPERATING SUPPLIES	7,459	2,968	2,968	7,118	9,491	2,968
56-00 FACILITY SUPPLIES	3,326	5,513	5,513	296	395	5,513
56-20 JANITORIAL SUPPLIES	1,510	1,695	1,695	1,091	1,455	1,695
58-00 OPERATING EQUIPMENT <\$5,000	1,398	1,061	1,061	0	0	1,061
Subtotal of SUPPLIES	\$14,953	\$13,887	\$13,887	\$8,734	\$11,645	\$13,887
62-10 LANDSCAPING	\$1,580	\$2,019	\$2,019	\$743	991	\$2,019
62-20 LIGHTING MAINTENANCE	0	424	424	20	27	424
62-30 PARKING LOT MAINTENANCE	283	0	0	0	0	7,250
66-00 FACILITY MAINTENANCE	67,583	37,249	37,249	29,875	39,833	37,249
68-00 EQUIPMENT MAINTENANCE	11,269	4,935	4,935	11,259	15,012	4,935
Subtotal of MAINTENANCE	\$80,715	\$44,627	\$44,627	\$41,897	\$55,863	\$51,877
74-00 OPERATING SERVICES	\$480	\$488	\$488	\$380	\$507	\$488
74-01 POSTAL/COURIER SERVICES	6	0	0	0	0	0
76-11 ELECTRICITY	166,600	163,028	163,028	129,304	172,405	163,028
76-12 TELEPHONE/ COMMUNICATIONS	114,120	114,771	114,771	88,622	118,163	114,771
76-13 NATURAL GAS	608	2,014	2,014	650	867	2,014
76-20 JANITORIAL SERVICES	60,850	72,080	72,080	44,150	58,867	72,080
76-25 SAFETY SERVICES	4,104	0	0	4,440	5,920	0
76-30 PEST CONTROL SERVICES	2,325	1,377	1,377	1,184	1,579	1,377
76-80 MOWING SERVICES	0	0	0	0	0	0
78-00 CONTRACT SERVICES	60,274	26,818	26,818	20,504	27,339	26,818
78-30 RENTAL	4,020	8,214	8,214	3,015	4,020	8,214
78-31 VEHICLE LEASE-INTERNAL	2,700	2,781	2,781	2,086	2,781	2,781
Subtotal of SERVICES	\$416,087	\$391,571	\$391,571	\$294,335	\$392,447	\$391,571
86-00 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0	\$0	\$0
88-00 CAPITAL EQUIPMENT	0	20,000	20,000	4,000	5,333	49,000
Subtotal of CAPITAL	\$0	\$20,000	\$20,000	\$4,000	\$5,333	\$49,000
Totals for FACILITY OPERATIONS	\$511,759	\$470,085	\$470,085	\$348,966	\$465,288	\$506,335

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
51-00 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	0	\$0
54-00 OPERATING SUPPLIES	3,966	2,120	2,120	3,119	4,159	2,120
56-00 FACILITY SUPPLIES	426	3,181	3,181	23	31	3,181
56-20 JANITORIAL SUPPLIES	0	0	0	0	0	0
58-00 OPERATING EQUIPMENT <\$5,000	0	0	0	0	0	0
Subtotal of SUPPLIES	\$4,392	\$5,301	\$5,301	\$3,142	\$4,189	\$5,301
62-10 LANDSCAPING	\$9,196	\$530	\$530	\$4,625	6,167	\$530
66-00 FACILITY MAINTENANCE	4,986	28,276	28,276	13,600	18,133	28,276
68-00 EQUIPMENT MAINTENANCE	0	610	610	3,953	5,271	610
Subtotal of MAINTENANCE	\$14,182	\$29,416	\$29,416	\$22,178	\$29,571	\$29,416
76-11 ELECTRICITY	\$83,566	\$86,973	\$86,973	\$64,526	86,035	\$86,973
76-12 TELEPHONE/ COMMUNICATIONS	7,339	4,770	4,770	4,969	6,625	4,770
76-13 NATURAL GAS	0	0	0	0	0	0
76-20 JANITORIAL SERVICES	30,000	34,381	34,381	22,500	30,000	34,381
76-25 SAFETY SERVICES	3,127	0	0	2,421	3,228	0
76-30 PEST CONTROL SERVICES	1,175	1,273	1,273	5,472	7,296	1,273
78-00 CONTRACT SERVICES	0	0	0	3,833	5,111	0
78-30 RENTAL	1,380	1,695	1,695	828	1,104	1,695
Subtotal of SERVICES	\$126,587	\$129,092	\$129,092	\$104,549	\$139,399	\$129,092
Totals for FACILITY OPERATIONS	\$145,161	\$163,809	\$163,809	\$129,869	\$173,159	\$163,809

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
66-00 FACILITY MAINTENANCE	\$0	\$1,801	\$1,801	\$275	\$367	\$1,801
68-00 EQUIPMENT MAINTENANCE	1,814	3,000	3,000	1,531	2,041	3,000
Subtotal of MAINTENANCE	\$1,814	\$4,801	\$4,801	\$1,806	\$2,408	\$4,801
76-11 ELECTRICITY	\$61,946	\$48,204	\$48,204	\$26,586	\$35,448	\$48,204
76-12 TELEPHONE/COMMUNICATIONS	4,338	\$3,200	\$3,200	1,547	2,063	\$3,200
76-13 NATURAL GAS	521	\$1,407	\$1,407	3,535	4,713	\$1,407
76-30 PEST CONTROL SERVICES	800	\$1,313	\$1,313	792	1,056	\$1,313
Subtotal of SERVICES	\$67,605	\$54,124	\$54,124	\$32,460	\$43,280	\$54,124
Totals for FACILITY OPERATIONS	\$69,419	\$58,925	\$58,925	\$34,266	\$45,688	\$58,925

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
56-00 FACILITY SUPPLIES	\$0	\$795	\$795	\$0	\$0	\$795
Subtotal of SUPPLIES	\$0	\$795	\$795	\$0	\$0	\$795
62-10 LANDSCAPING	\$0	\$106	\$106	\$0	\$0	\$106
66-00 FACILITY MAINTENANCE	3,085	9,009	15,060	6,051	8,068	9,009
Subtotal of MAINTENANCE	\$3,085	\$9,115	\$15,166	\$6,051	\$8,068	\$9,115
76-11 ELECTRICITY	\$3,541	\$3,908	\$3,908	\$0	\$0	\$3,908
76-25 SAFETY SERVICES	763	0	0	540	720	0
76-30 PEST CONTROL SERVICES	0	0	0	0	0	0
Subtotal of SERVICES	\$4,304	\$3,908	\$3,908	\$540	\$720	\$3,908
Totals for FACILITY OPERATIONS	\$7,389	\$13,818	\$19,869	\$6,591	\$8,788	\$13,818



This page intentionally left blank

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:

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

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

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

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

Capital Improvement Program

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

Capital Improvement Program Focus 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 2009, our estimated population was 37,500; a 29% increase in 8 years. By our community's complete build-out in 11 to 21 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, 66% of the CIP funding uses are proposed drainage and utility improvement projects. Proposed streets improvements make up 20% of the program and facilities improvements represent another 13%. 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 51% and 33%, respectively. Also in the years beyond 2013, the proposed CIP will include about \$5.9 million for parks improvements and about \$9 million for facility improvements.

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 \$101.4 million; \$52.3 in general obligation funds supported and \$34.3 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.

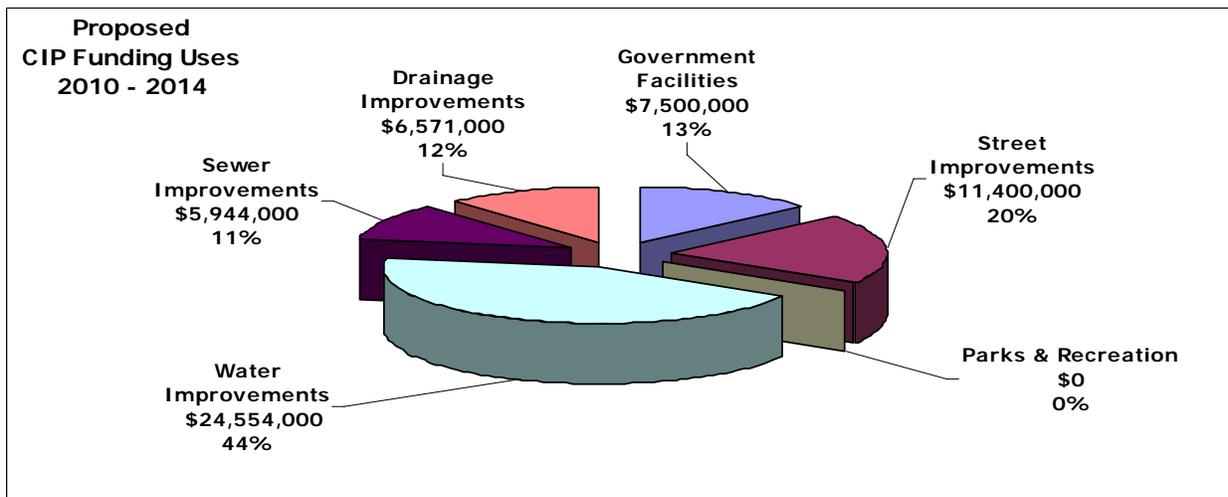
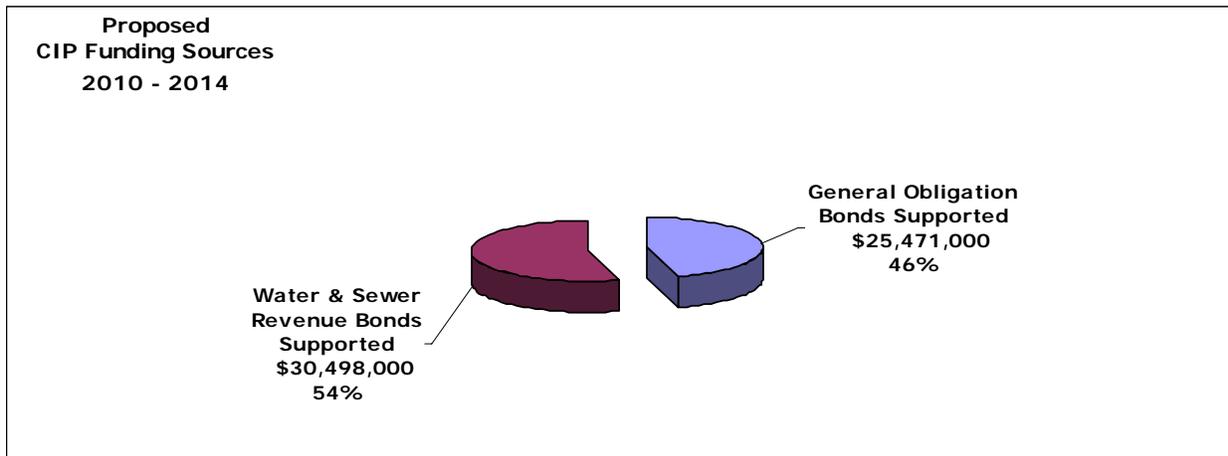
Capital Improvements Program Funding

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. 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 undesignated fund balances have been utilized to pay

Capital Improvement Program

for capital expenditures. The City anticipates continuing the use of these funding sources to support the capital improvements program in the future.

In August 2009, the City issued water and sewer revenue bonds totaling \$12.1 million to fund water and sewer improvements projects included in the CIP plan. Also, a general obligations bond issuance was passed by Galveston County in November 2008. The City's portion of the funding is 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.



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 \$200,000 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 2010).

The City's recommended significant non-routine capital expenditures for the next five years of the CIP plan, totaling \$55.97 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	2010	2011	2012	2013	2014	Total 5 Year Plan
Drainage						
Estimated Cost	\$ 6,571,000					\$ 6,571,000
Potential Funds	\$ 4,985,000					\$ 4,985,000
Supplemental Funding	\$ 1,586,000					\$ 1,586,000
Facilities						
Estimated Cost	\$ 7,036,000	\$ 464,000				\$ 7,500,000
Potential Funds	\$ 0	\$ 0				\$ 0
Supplemental Funding	\$ 7,036,000	\$ 464,000				\$ 7,500,000
Parks						
Estimated Cost						
Potential Funds						
Supplemental Funding						
Streets						
Estimated Cost	\$11,400,000					\$11,400,000
Potential Funds	\$ 5,400,000					\$ 5,400,000
Supplemental Funding	\$ 6,000,000					\$ 6,000,000
Total G.O. Funds						
Estimated Cost	\$25,007,000	\$ 464,000				\$25,471,000
Potential Funds	\$10,385,000	\$ 0				\$10,385,000
Supplemental Funding	\$14,622,000	\$ 464,000				\$15,086,000

Proposed Water/Sewer Bond Funds	2010	2011	2012	2013	2014	Total 5 Year Plan
Sewer Improvements						
Estimated Cost	\$ 2,476,000		\$ 3,468,000			\$ 5,944,000
Potential Funds	\$ 1,589,000		\$ 0			\$ 1,589,000
Supplemental Funding	\$ 887,000		\$ 3,468,000			\$ 4,355,000
Water Improvements						
Estimated Cost	\$13,102,000	\$ 6,339,000	\$ 4,191,000	\$ 486,000	\$ 436,000	\$24,554,000
Potential Funds	\$ 4,728,000	\$ 2,297,000	\$ 0	\$ 0	\$ 0	\$ 7,025,000
Supplemental Funding	\$ 8,374,000	\$ 4,042,000	\$ 4,191,000	\$ 486,000	\$ 436,000	\$17,529,000
Total Water/Sewer Bond Funds						
Estimated Cost	\$15,578,000	\$ 6,339,000	\$ 7,659,000	\$ 486,000	\$ 436,000	\$30,498,000
Potential Funds	\$ 6,317,000	\$ 2,297,000	\$ 0	\$ 0	\$ 0	\$ 8,614,000
Supplemental Funding	\$ 9,261,000	\$ 4,042,000	\$ 7,659,000	\$ 486,000	\$ 436,000	\$21,884,000

**Capital Projects
Project Summary by Fund**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
General Fund	\$1,453,443	\$869,445	\$1,491,771	\$1,460,312	\$1,491,771	\$250,000
General Obligation Construction Funds	3,259,518	0	223,488	216,437	216,437	0
General Obligation Funding to be Determined	0	14,648,000	14,648,000	0	0	25,007,000
Water and Sewer Fund	640,459	330,000	330,000	326,965	326,965	300,000
2006 Water and Sewer Construction Fund	10,114,458	0	886,812	3,394,469	3,588,004	0
2009 Water and Sewer Construction Fund	0	14,538,000	14,538,000	0	0	5,988,000
Water and Sewer Funding to be Determined	0	0	0	0	0	9,590,000
	\$15,467,878	\$30,385,445	\$32,118,071	\$5,398,183	\$5,623,177	\$41,135,000

**Capital Improvement Plan
FY09-10 Budget
General Fund**

Project Name	Project Number	FY08 Actual	FY09 Estimate	FY09 Budget	FY10 Budget	FY11 Proposed Budget	FY12 Proposed Budget	FY13 Proposed Budget	FY14 Proposed Budget
Asphalt Overlay Program	ST4007	\$0	\$510,910	\$200,000	\$100,000	\$200,000	\$200,000	\$200,000	\$200,000
Brittany Bay Blvd	ST0017	516,170	0	0	0	0	0	0	0
Concrete Repairs	ST7001	489,026	500,000	500,000	100,000	500,000	500,000	500,000	500,000
Friendswood Link Road	ST0018	(108,322)	77,355	0	0	0	0	0	0
Laura Leigh Street Repair	ST8001	263,092	0	0	0	0	0	0	0
FM 528 Traffic Signal	ST8002	37,170	0	0	0	0	0	0	0
Pavement Master Plan		47,500	0	0	0	0	0	0	0
Dickinson Bayou Drainage	DR0003	0	13,945	13,945	0	0	0	0	0
STREET PROJECTS		\$1,244,636	\$1,102,210	\$713,945	\$200,000	\$700,000	\$700,000	\$700,000	\$700,000
Cowards Creek Drainage	G01020	\$0	\$28,657	\$0	\$0	\$0	\$0	\$0	\$0
Prairie Wilde Drainage	DR0207	2,727	7,273	0	0	0	0	0	0
DRAINAGE PROJECTS		\$2,727	\$35,930	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Ph II & III	PK0021	\$0	\$6,570	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Field Lighting		0	155,500	155,500	0	0	0	0	0
Stevenson Park Playground Renovation		0	0	0	50,000	0	0	0	0
Renwick Lighting	PK0061	0	0	0	0	0	0	0	0
PARKS PROJECTS		\$0	\$162,070	\$155,500	\$50,000	\$0	\$0	\$0	\$0
Animal Control Facility	779827	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Station #4	FFS000	157,342	76,325	0	0	0	0	0	0
Property Exchange FS #3 & HOA		0	82,000	0	0	0	0	0	0
PSB Construction	FFS000	0	0	0	0	0	0	0	0
PSB Operating Equipment	FFS000	0	0	0	0	0	0	0	0
PSB Capital Equipment	FFS000	2,251	0	0	0	0	0	0	0
PSB Operating Services	FFS000	0	0	0	0	0	0	0	0
City Hall Parking Lot	PKLOT	24,752	18,216	0	0	0	0	0	0
Library Expansion Project-Drawings	FLB001	21,735	15,020	0	0	0	0	0	0
Fire Station #3 Modification	779833	0	0	0	0	0	0	0	0
FACILITY PROJECTS		\$206,080	\$191,561	\$0	\$0	\$0	\$0	\$0	\$0
GENERAL FUND PROJECTS		\$1,453,443	\$1,491,771	\$869,445	\$250,000	\$700,000	\$700,000	\$700,000	\$700,000

**Capital Improvement Plan
FY09-10 Budget
Proposed General Obligation Projects**

Project Name	Project Number	FY08 Actual	FY09 Estimate	FY09 Budget	FY10 Budget	FY11 Proposed Budget	FY12 Proposed Budget	FY13 Proposed Budget	FY14 Proposed Budget
Projects to be determined (FY09)									
Shadowbend: Woodlawn to Sunset	ST0204	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Brittany Bay Blvd.	ST0017	0	0	0	0	0	0	0	0
Friendswood Link Road	ST0018	144,106	0	0	0	0	0	0	0
Melody Lane	ST0203	0	0	4,200,000	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	0	0	0	0	0	0
Skyview Avenue		0	0	600,000	600,000	0	0	0	0
Sunnyview Avenue		0	0	600,000	600,000	0	0	0	0
Pavement Master Plan Phase I		0	0	0	6,000,000	0	0	0	0
STREET PROJECTS		\$144,106	\$0	\$5,400,000	\$11,400,000	\$0	\$0	\$0	\$0
Annalea Whitehall Drain Phase II - IV									
Clover Acres Drainage	DR0205	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Coward Creek Watershed	G00120	691,652	165,695	0	0	0	0	0	0
Glennshannon Drainage	DR0204	173,466	17,382	0	0	0	0	0	0
Mission Estates Outfall		651,594	890	0	0	0	0	0	0
Praire Wilde Drainage	DR0207	0	0	0	0	0	0	0	0
Sun Meadow Drainage Phase II - V	DR0200	0	0	0	0	0	0	0	0
West Edgewood Drainage Outfall		0	0	0	0	0	0	0	0
Woodlawn Drainage	DR0202	0	0	0	0	0	0	0	0
Library Expansion Project-Drawings		0	0	6,000,000	5,571,000	0	0	0	0
Baker Road Detention		0	0	400,000	0	0	0	0	0
Shadowbend Drainage Phase II		0	0	0	0	0	0	0	0
Shadowbend Drainage Phase III		0	0	0	0	0	0	0	0
Melody Lane Drainage		0	0	0	0	0	0	0	0
FM 518 Drainage Improvements		0	0	0	5,571,000	0	0	0	0
Mud Gully Detention & Conveyance		0	0	0	1,000,000	0	0	0	0
Southern Panhandle Reg. Detention		0	0	0	0	0	0	0	0
Northern Panhandle Reg. Detention		0	0	0	0	0	0	0	0
DRAINAGE PROJECTS		\$1,516,712	\$183,967	\$6,400,000	\$12,142,000	\$0	\$0	\$0	\$0
PARKS PROJECTS									
Centennial Park Ph II & III	PK0021	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Friendswood Sports Park Land Acq.		0	0	2,600,000	0	0	0	0	0
PARKS PROJECTS		\$0	\$0	\$2,600,000	\$0	\$0	\$0	\$0	\$0
FACILITY PROJECTS									
Fire Station #4	FFS000	\$1,529,326	\$32,470	\$0	\$0	\$0	\$0	\$0	\$0
Public Safety Bldg Ph I	FFS001	69,374	0	0	0	0	0	0	0
Animal Control Building	779827	0	0	0	1,000,000	0	0	0	0
Library Expansion	FLB001	0	0	0	0	0	0	0	0
City Hall Parking Lot Expansion	PKLOT	0	0	248,000	0	0	0	0	0
Civic Center		0	0	0	0	464,000	0	0	0
Records Retention Center		0	0	0	465,000	0	0	0	0
FACILITY PROJECTS		\$1,598,700	\$32,470	\$248,000	\$1,465,000	\$464,000	\$0	\$0	\$0
GO BONDS FUND PROJECTS		\$3,259,518	\$216,437	\$14,648,000	\$25,007,000	\$464,000	\$0	\$0	\$0

Source for Future Years: Proposed 2010-2014 Capital Improvement Program

**Capital Improvement Plan
FY09-10 Budget
Water and Sewer Fund**

Project Name	Project Number	FY08 Actual	FY09 Estimate	FY09 Budget	FY10 Budget	FY11		FY12		FY13		FY14	
						Proposed Budget							
Fire Hydrant Spacing Program	UW0035	\$14,173	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Neighborhood Waterline Replacement	UW0400	0	0	0	0	0	0	0	0	0	0	0	0
Water Meter Change Out Program	UW0003	0	0	0	0	0	0	0	0	0	0	0	0
Water Plant #5 Rehab	UW0018	33,436	0	0	0	0	0	0	0	0	0	0	0
Water Plant #6 Rehab	UW0019	28,350	0	0	0	0	0	0	0	0	0	0	0
Surface Water Purchase (COH)	UW0030	0	0	0	0	0	0	0	0	0	0	0	0
DISTRIBUTION PROJECTS													
		\$75,959	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Line Maint & Cleaning	US0017	500,000	300,000	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	49,500	0	0	0	0	0	0	0	0	0	0	0
Software Support Services (GIS)		15,000	0	0	0	0	0	0	0	0	0	0	0
San Joaquin Lift Station Improvements	US0025	0	26,965	30,000	0	0	0	0	0	0	0	0	0
COLLECTION PROJECTS													
		\$564,500	\$326,965	\$330,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000

WATER & SEWER FUND PROJECTS

\$640,459 \$326,965 \$330,000 \$300,000 \$300,000 \$300,000 \$300,000 \$300,000 \$300,000 \$300,000 \$300,000 \$300,000

**Capital Improvement Plan
FY09-10 Budget
Proposed Water and Sewer Bond Projects**

Project Number	Project Name	FY08 Actual	FY09 Estimate	FY09 Budget	FY10 Budget	FY11 Proposed Budget	FY12 Proposed Budget	FY13 Proposed Budget	FY14 Proposed Budget
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UW0007	Bay Area Blvd Waterline	\$39,302							
UW0012	Blackhawk Waterline	206,981							
UW0037	16" Waterline Sunset to Sun Meadow	39,359	1,137,224						
UW0510	Surface Water Purchase	9,553,200							
UW0018	Water Plant #5 Rehabilitation			3,277,000	3,025,000				
UW0019	Water Plant #6 Rehabilitation			1,040,000	963,000				
UW0026	Water Plant #7 Rehabilitation					1,052,000			
US0007	Deepwood Force Main			3,160,000					
US0008	Deepwood Lift Station			1,803,000					
UW0032	Beamer Road Water Line			1,020,000	641,000				
	42" Water Main Replacement				2,467,000				
	Raw Water System Buy-In					3,500,000			
	Second Take Point Phase II			2,297,000		1,787,000			
UW0017	Water Plant #2 Rehabilitation				1,006,000				
	East FM 528 Water Line						2,231,000		
	Surface Water Station #2						189,000		
	Viejo Drive (E & W) Water Line Loop						1,407,000		
	Water Distribution Replacement & Upgrades								
	Second Elevated Water Storage Tank Rehab				5,000,000			486,000	
	Water Plant #3 Rehabilitation								218,000
	Water Plant #4 Rehabilitation								218,000
	Water Plant #1 Rehabilitation						364,000		
DISTRIBUTION PROJECTS		\$9,838,842	\$1,137,224	\$12,597,000	\$13,102,000	\$6,339,000	\$4,191,000	\$486,000	\$436,000
US0007	Deepwood Force Main	\$34,420	\$1,238,345	\$0	\$0	\$0	\$0	\$0	\$0
US0008	Deepwood LS Expansion	0	570,066	0	0	0	0	0	0
US0023	Sunmeadow LS #8 Replacement	239,320	464,693	0	0	0	0	0	0
	South Friendswood Force Main Div	1,875	177,676	0	0	0	0	0	0
US0022	Beamer Road Sanitary Sewer	0	0	1,941,000	2,476,000	0	0	0	0
	EI Dorado/Lundy Lane Sanitary Sewer	0	0	0	0	0	3,468,000	0	0
COLLECTION SYSTEM PROJECTS		\$275,615	\$2,450,780	\$1,941,000	\$2,476,000	\$0	\$3,468,000	\$0	\$0
WATER & SEWER FUND PROJECTS		\$10,114,457	\$3,588,004	\$14,538,000	\$15,578,000	\$6,339,000	\$7,659,000	\$486,000	\$436,000

Source for Future Years: Proposed 2010-2014 Capital Improvement Program

**General Fund
Capital Improvement Projects
Project Listing**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Asphalt Overlay Program		\$200,000	\$510,910	\$434,200	\$510,910	\$100,000
Brittany Bay Blvd	516,170	0	0	0	0	0
Concrete Repairs	489,026	500,000	500,000	430,205	500,000	100,000
Friendswood Link Road	(108,322)	0	77,355	77,355	77,355	0
Prairie Wilde Drainage	2,727	0	7,273	7,273	7,273	0
Sun Meadow Drainage	0	0	0	0	0	0
Laura Leigh Street Repair	263,092	0	0	0	0	0
FM 528 Traffic Signal	37,170	0	0	0	0	0
Cowards Creek Drainage	0	0	28,657	28,657	28,657	0
Pavement Master Plan	47,500	0	0	0	0	0
Dickinson Bayou Drainage	0	13,945	13,945	0	13,945	0
Total Street & Drainage Projects	\$1,247,363	\$713,945	\$1,138,140	\$977,690	\$1,138,140	\$200,000
Centennial Park Gate	\$0	\$0	\$0	\$0	\$0	\$0
Centennial Park Field Lighting	0	155,500	155,500	0	155,500	0
Centennial Park Phase II	0	0	6,570	6,570	6,570	0
Stevenson Park Renovations-Phase IV	0	0	0	0	0	50,000
Renwick Lighting	0	0	0	0	0	0
Total Parks Projects	\$0	\$155,500	\$162,070	\$6,570	\$162,070	\$50,000
Animal Control Facility	\$0	\$0	\$0	\$0	\$0	\$0
Fire Station #4	157,342	0	76,325	34,833	76,325	0
Property Exchange Fs#3 & Hoa	0	0	82,000	82,250	82,000	0
PSB Construction	0	0	0	0	0	0
PSB Operating Equipment	0	0	0	0	0	0
PSB Capital Equipment	2,251	0	0	0	0	0
PSB Operating Services	0	0	0	0	0	0
City Hall Parking Lot	24,752	0	18,216	264,306	18,216	0
Library Expansion Project -Drawings	21,735	0	15,020	15,020	15,020	0
City Hall Telephone System Upgrade	0	0	0	79,643	0	0
Fire Station #3 Modification	0	0	0	0	0	0
Total Facility Projects	\$206,080	\$0	\$191,561	\$476,052	\$191,561	\$0
Total General Fund Projects	\$1,453,443	\$869,445	\$1,491,771	\$1,460,312	\$1,491,771	\$250,000

**General Fund
Capital Improvement Projects
Account Listing**

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
81-20 Buildings	\$0	\$0	\$0	\$0	\$0	\$0
81-40 Building Renovations	0	0	0	0	0	0
82-30 Parking/Driveways	23,252	0	18,216	264,306	18,216	0
88-00 Capital Equipment	0	0	0	0	0	0
85-96 Surveying	1,500	0	0	0	0	0
General Government Total	\$24,752	\$0	\$18,216	\$264,306	\$18,216	\$0
58-00 Operating Equipment <\$5000	\$2,489	\$0	\$43,325	\$0	\$43,325	\$0
74-00 Operating Services	0	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	0
81-10 Land	0	0	82,000	82,250	82,000	0
81-20 Buildings	0	0	0	0	0	0
85-81 Preliminary Study	0	0	0	0	0	0
85-83 Architectural Services	0	0	0	0	0	0
85-91 Construction Contracted	134,369	0	0	0	0	0
88-00 Capital Equipment	22,739	0	33,000	114,476	33,000	0
Public Safety Total	\$159,597	\$0	\$158,325	\$196,726	\$158,325	\$0
65-10 Street Maintenance	\$489,026	\$500,000	\$500,000	\$430,205	\$500,000	\$100,000
71-30 Engineering Services	0	0	0	0	0	0
81-11 Easements And Row	530,431	0	8,000	0	8,000	0
85-10 Street & Sidewalk Improv	47,500	0	0	0	0	0
85-11 Concrete Streets	138,431	0	0	0	0	0
85-12 Asphalt Streets	0	200,000	510,910	434,200	510,910	100,000
85-30 Drainage Improvements	0	13,945	13,945	0	13,945	0
85-81 Preliminary Engineering	2,074	0	69,355	77,355	69,355	0
85-82 Design Engineering	2,727	0	7,273	7,273	7,273	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	28,657	28,657	28,657	0
88-00 Capital Equipment	37,170	0	0	0	0	0
Public Works Total	\$1,247,359	\$713,945	\$1,138,140	\$977,690	\$1,138,140	\$200,000
58-00 Operating Equipment < \$5000	\$0	\$0	\$0	\$0	\$0	\$0
82-20 Lighting	0	155,500	155,500	0	155,500	0
85-60 Parks Improvements	0	0	6,570	6,570	6,570	0
85-83 Architectural Services	21,735	0	9,500	15,020	9,500	0
85-96 Surveying	0	0	5,520	0	5,520	0
82-40 Fence	0	0	0	0	0	0
85-85 Construction Inspection	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
88-00 Capital Equipment	0	0	0	0	0	50,000
Culture & Recreation Total	\$21,735	\$155,500	\$177,090	\$21,590	\$177,090	\$50,000
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	\$1,453,443	\$869,445	\$1,491,771	\$1,460,312	\$1,491,771	\$250,000

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Clover Acres Drainage	\$691,652	\$0	\$165,695	\$165,695	\$165,695	\$0
Coward Creek Watershed	173,466	0	17,383	17,382	17,382	0
Glenshannon Drainage	651,594	0	25,030	890	890	0
Mission Estates Outfall	0	0	3,563	0	0	0
Shadowbend: Woodlawn To Sunset	0	0	0	0	0	0
Sun Meadow Drainage	0	0	0	0	0	0
Friendswood Link Road	144,106	0	0	0	0	0
Woodlawn Drainage	0	0	0	0	0	0
Total Streets & Drainage Projects	\$1,660,818	\$0	\$211,671	\$183,967	\$183,967	\$0
Centennial Park	\$0	\$0	\$0	\$0	\$0	\$0
Total Parks Projects	\$0	\$0	\$0	\$0	\$0	\$0
Fire Station #4	\$1,529,326	\$0	\$11,817	\$32,470	\$32,470	\$0
Public Safety Building	69,374	0	0	0	0	0
Total Facilities Projects	\$1,598,700	\$0	\$11,817	\$32,470	\$32,470	\$0
Total General Obligation Bond Funds	\$3,259,518	\$0	\$223,488	\$216,437	\$216,437	\$0

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
58-00 Operating Equip	\$0	\$0	\$0	\$0	\$0	\$0
77-10 Software License Fee	0	0	0	0	0	0
78-00 Contract Services	0	0	0	0	0	0
81-00 Land And Buildings	0	0	0	0	0	0
81-10 Land	0	0	0	0	0	0
81-15 Storm Water Detention	0	0	0	0	0	0
84-00 Capital Operating Equipment	0	0	0	0	0	0
85-81 Preliminary Study	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-83 Architectural Services	34,508	0	0	654	654	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	8,811	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	13,527	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
88-00 Capital Equipment	11,654	0	0	0	0	0
Public Safety Total	\$68,500	\$0	\$0	\$654	\$654	\$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	144,106	0	0	0	0	0
85-30 Drainage Improvements	0	0	0	0	0	0
85-81 Preliminary Engineering	(2,590)	0	0	0	0	0
85-82 Design Engineering	9,950	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
Public Works Total	\$151,466	\$0	\$0	\$0	\$0	\$0
85-60 Parks Improvments	\$0	\$0	\$0	\$0	\$0	\$0
85-83 Architectural Services	0	0	0	0	0	0
85-87 Soil/Concrete Testing	0	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
Culture & Recreation Total	\$0	\$0	\$0	\$0	\$0	\$0
2003 GO BOND CONSTR TTL	\$219,966	\$0	\$0	\$654	\$654	\$0

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
58-00 Operating Equip < \$5,000	\$0	\$0	\$0	\$1,098	\$1,098	\$0
78-00 Contract Services	9,996	0	0	0	0	0
85-81 Preliminary Eng	0	0	0	0	0	0
85-83 Architectural	0	0	0	0	0	0
85-84 Construction Admin	0	0	0	0	0	0
85-91 Construction (Contracted)	1,513,981	0	11,817	10,735	10,735	0
85-86 Surveying	0	0	0	0	0	0
85-98 Misc Construction Costs	5,943	0	0	0	0	0
88-00 Capital Equipment	250	0	0	19,983	19,983	0
Public Safety Total	\$1,530,170	\$0	\$11,817	\$31,816	\$31,816	\$0
78-00 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
81-11 Easements & Row	0	0	0	0	0	0
81-13 Appraisal Services	0	0	0	0	0	0
81-15 Storm Water Detention	80,000	0	0	0	0	0
81-19 Structure Removal	0	0	0	0	0	0
85-30 Drainage Improvements	555,349	0	21,172	890	890	0
85-81 Preliminary Engineering	0	0	3,563	0	0	0
85-82 Design Engineering	28,321	0	0	0	0	0
85-84 Constr Administration	2,802	0	0	0	0	0
85-87 Soil/Concrete Testing	4,489	0	3,308	0	0	0
85-91 Construction (Contracted)	686,398	0	165,695	165,695	165,695	0
85-96 Surveying	8,950	0	550	0	0	0
85-98 Misc Construction Costs	143,043	0	17,383	17,382	17,382	0
Public Works Total	\$1,509,352	\$0	\$211,671	\$183,967	\$183,967	\$0
2005 GO BOND CONSTR TTL	\$3,039,522	\$0	\$223,488	\$215,783	\$215,783	\$0

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
F.M. 518 Drainage Improvements (Ph. 1)	\$0	\$6,000,000	\$6,000,000	\$0	\$0	\$4,985,000
Total Drainage Projects	\$0	\$6,000,000	\$6,000,000	\$0	\$0	\$4,985,000
City Hall Parking Lot Expansion	\$0	\$48,000	\$48,000	\$0	\$0	\$0
Total Facilities Projects	\$0	\$48,000	\$48,000	\$0	\$0	\$0
Melody Lane Street Reconstruction	\$0	\$3,485,000	\$3,485,000	\$0	\$0	\$4,200,000
Skyview Avenue	0	600,000	600,000	0	0	600,000
Sunnyview Avenue	0	600,000	600,000	0	0	600,000
Total Streets Projects	\$0	\$4,685,000	\$4,685,000	\$0	\$0	\$5,400,000
Total General Obligation Bond Funds	\$0	\$10,733,000	\$10,733,000	\$0	\$0	\$10,385,000

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Sun Meadow Drainage Phase II - V	\$0	\$0	\$0	\$0	\$0	\$0
FM 518 Drainage	0	0	0	0	0	586,000
Mud Gully Detention and Conveyance	0	0	0	0	0	1,000,000
Shadowbend Drainage Phase II	0	0	0	0	0	0
Shadowbend Drainage Phase III	0	0	0	0	0	0
Annalea Whitehall Drain Phase II - V	0	0	0	0	0	0
Mission Estates Outfall	0	0	0	0	0	0
Melody Lane Drainage Improvements	0	0	0	0	0	0
Southern Panhandle Regional Detention	0	0	0	0	0	0
Northern Panhandle Regional Detention	0	0	0	0	0	0
Baker Road Detention	0	400,000	400,000	0	0	0
Total Drainage Projects	\$0	\$400,000	\$400,000	\$0	\$0	\$1,586,000
Civic Center	\$0	\$0	\$0	\$0	\$0	\$0
Animal Control Building Phase I	0	0	0	0	0	1,000,000
Library Expansion	0	0	0	0	0	5,571,000
Records Retention Center	0	0	0	0	0	465,000
Public Safety Building Phase II	0	0	0	0	0	0
City Hall Parking Lot Expansion	0	200,000	200,000	0	0	0
Total Facilities Projects	\$0	\$200,000	\$200,000	\$0	\$0	\$7,036,000
Friendswood Sports Park Land Acquisition	\$0	\$2,600,000	\$2,600,000	\$0	\$0	\$0
Total Parks Projects	\$0	\$2,600,000	\$2,600,000	\$0	\$0	\$0
Friendswood Link Road	0	0	0	0	0	0
Melody Lane	\$0	\$715,000	\$715,000	\$0	\$0	\$0
West Spreading Oaks	0	0	0	0	0	0
Pavement Mgt. Master Plan Phase I	0	0	0	0	0	6,000,000
Brittany Bay Boulevard Phase I	0	0	0	0	0	0
Total Streets Projects	\$0	\$715,000	\$715,000	\$0	\$0	\$6,000,000
Total General Obligation Projects	\$0	\$3,915,000	\$3,915,000	\$0	\$0	\$14,622,000

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Fire Hydrant Spacing Program	\$14,143	\$0	\$0	\$0	\$0	\$0
Neighborhood Waterline Replace	0	0	0	0	0	0
Water Meter Change Out Program	0	0	0	0	0	0
Water Plant #5 Rehab	33,437	0	0	0	0	0
Water Plant #6 Rehab	28,351	0	0	0	0	0
Mandale Rd Waterline Extension	0	0	0	10,330	10,330	0
Surface Water Purchase (COH)	0	0	0	0	0	0
Total Distribution System	\$75,931	\$0	\$0	\$10,330	\$10,330	\$0
Sewer Line And Maintenance Cleaning	\$500,028	\$300,000	\$300,000	\$299,850	\$299,850	\$300,000
San Joaquin Lift Station Improvement	0	30,000	30,000	16,785	16,785	0
Software Support Services (GIS)	15,000	0	0	0	0	0
Utility Master Plan	49,500	0	0	0	0	0
Sewer Line PSB Property	0	0	0	0	0	0
Total Collection System	\$564,528	\$330,000	\$330,000	\$316,635	\$316,635	\$300,000
Total Water And Sewer Fund	\$640,459	\$330,000	\$330,000	\$326,965	\$326,965	\$300,000

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
54-76 Water Meters-Repl Program	\$0	\$0	\$0	\$0	\$0	\$0
54-78 Fire Hydrant Program	14,143	0	0	0	0	0
85-50 Carport/Garage	0	0	0	0	0	0
85-41 Distribution Lines	0	0	0	0	0	0
85-81 Preliminary Engineering	61,788	0	0	0	0	0
85-82 Design Engineering	0	0	0	10,330	10,330	0
85-85 Construction Inspection	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Water (Distribution System) Total	\$75,931	\$0	\$0	\$10,330	\$10,330	\$0
65-51 Collection Line Maintenance	\$500,028	\$300,000	\$300,000	\$299,850	\$299,850	\$300,000
65-52 Lift Station Maintenance	0	30,000	30,000	16,785	16,785	0
77-20 Software Support Services	15,000	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-81 Preliminary Engineering	49,500	0	0	0	0	0
85-91 Construction (Contracted)	0	0	0	0	0	0
Sewer (Collection System) Total	\$564,528	\$330,000	\$330,000	\$316,635	\$316,635	\$300,000
WATER AND SEWER TOTAL	\$640,459	\$330,000	\$330,000	\$326,965	\$326,965	\$300,000

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Bay Area Blvd Waterline	\$0	\$0	\$0	\$0	\$0	\$0
Blackhawk Waterline	195,981	0	0	0	0	0
16" Waterline Sunset To Sun Meadow	83,880	0	43,449	943,689	1,137,224	0
Surface Water Purchase	9,553,200	0	0	0	0	0
Total Distribution	\$9,833,061	\$0	\$43,449	\$943,689	\$1,137,224	\$0
Deepwood Force Main	\$39,302	\$0	\$23,108	\$1,238,345	\$1,238,345	\$0
Deepwood LS Expansion	0	0	250,000	570,066	570,066	0
Sunmeadow LS #8 Replacement	239,570	0	559,663	464,693	464,693	0
SM-San Joaquin FM Replacement	2,525	0	10,592	177,676	177,676	0
Total Collection System	\$281,397	\$0	\$843,363	\$2,450,780	\$2,450,780	\$0
Total Water And Sewer Bond Construction Fund	\$10,114,458	\$0	\$886,812	\$3,394,469	\$3,588,004	\$0

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
81-11 Water Rights	\$9,553,200	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-41 Distribution Lines	279,861	0	43,449	943,689	1,137,224	0
85-43 Water Purification Plants	0	0	0	0	0	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction	0	0	0	0	0	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction Costs	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Water (Distribution System) Total	\$9,833,061	\$0	\$43,449	\$943,689	\$1,137,224	\$0
81-11 Easements And Row	\$0	\$0	\$0	\$0	\$0	\$0
81-13 Appraisals	0	0	0	0	0	0
85-51 Collection Lines	0	0	0	0	0	0
85-52 Lift Station Improvemnt	239,570	0	809,663	1,034,759	1,034,759	0
85-81 Preliminary Engineering	0	0	0	0	0	0
85-82 Design Engineering	0	0	0	0	0	0
85-84 Constr Administration	0	0	0	0	0	0
85-91 Construction	41,827	0	33,700	1,416,021	1,416,021	0
85-96 Surveying	0	0	0	0	0	0
85-97 Soil/Concrete Testing	0	0	0	0	0	0
85-98 Misc Construction	0	0	0	0	0	0
85-99 Geotechnical Services	0	0	0	0	0	0
Sewer (Collection System) Total	\$281,397	\$0	\$843,363	\$2,450,780	\$2,450,780	\$0
2006 W/S Bond Total	\$10,114,458	\$0	\$886,812	\$3,394,469	\$3,588,004	\$0

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

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Water Plant #5 Rehabilitation	\$0	\$3,277,000	\$3,277,000	\$0	\$0	\$3,025,000
Water Plant #6 Rehabilitation	0	1,040,000	1,040,000	0	0	963,000
Deepwood Force Main	0	3,160,000	3,160,000	0	0	0
Deepwood Lift Station	0	1,803,000	1,803,000	0	0	0
Beamer Road Water Line	0	1,020,000	1,020,000	0	0	411,000
Second Take Point Phase II	0	2,297,000	2,297,000	0	0	0
Total Distribution	\$0	\$12,597,000	\$12,597,000	\$0	\$0	\$4,399,000
Beamer Road Sanitary Sewer	\$0	\$1,941,000	\$1,941,000	\$0	\$0	\$1,589,000
Total Collection System	\$0	\$1,941,000	\$1,941,000	\$0	\$0	\$1,589,000
Total Proposed Water And Sewer Bond Construction Fund	\$0	\$14,538,000	\$14,538,000	\$0	\$0	\$5,988,000

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

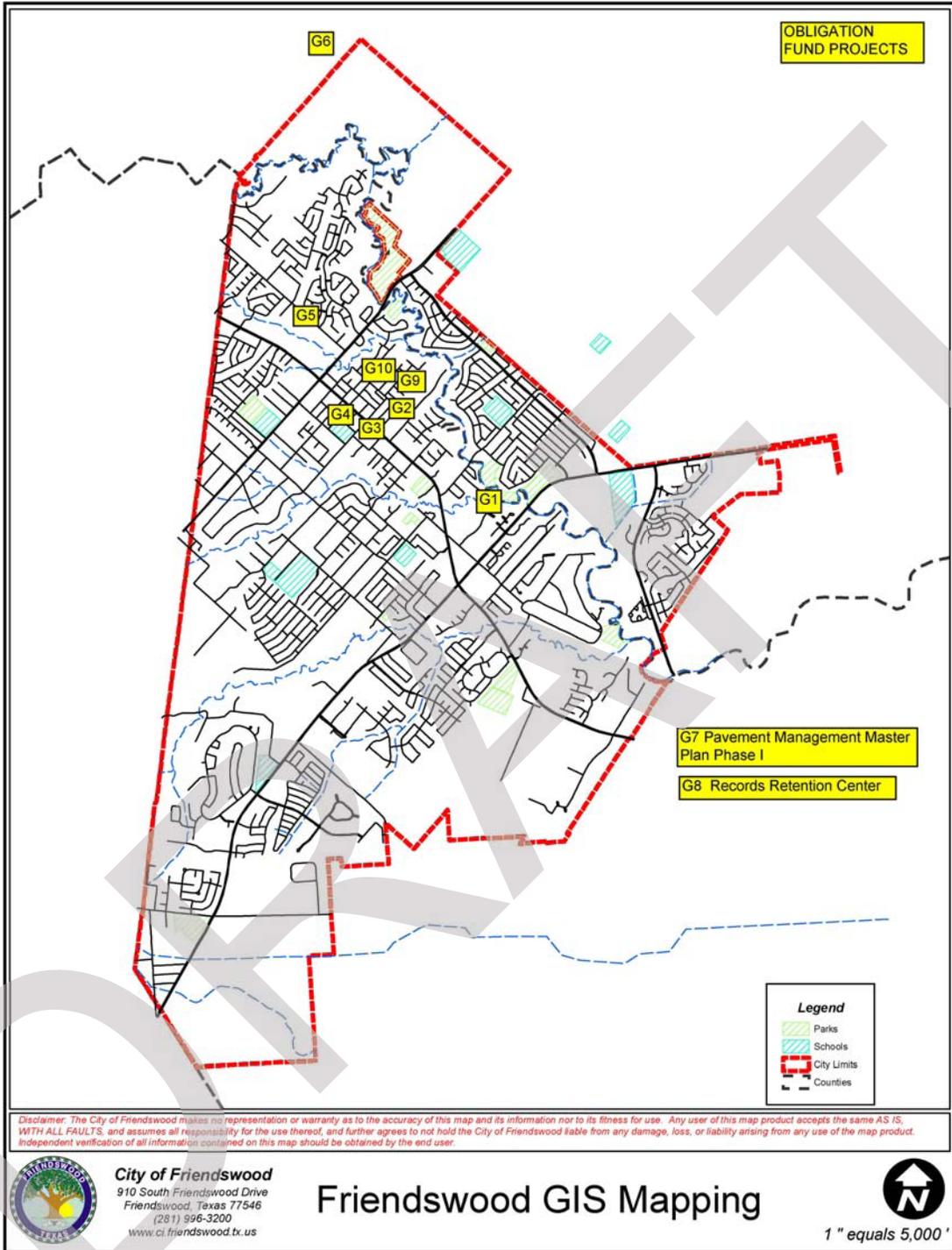
	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Water Plant #5 Rehabilitation	\$0	\$0	\$0	\$0	\$0	\$0
Water Plant #6 Rehabilitation	0	0	0	0	0	0
Deepwood Force Main	0	0	0	0	0	0
Deepwood Lift Station	0	0	0	0	0	0
Beamer Road Water Line	0	0	0	0	0	230,000
Second Take Point Phase II	0	0	0	0	0	0
Water Distribution Replacement & Upgrades	0	0	0	0	0	5,000,000
Water Plant #2 Rehabilitation	0	0	0	0	0	1,006,000
42-inch Water Main Replacement	0	0	0	0	0	2,467,000
Total Distribution	\$0	\$0	\$0	\$0	\$0	\$8,703,000
Beamer Road Sanitary Sewer	\$0	\$0	\$0	\$0	\$0	\$887,000
Total Collection System	\$0	\$0	\$0	\$0	\$0	\$887,000
Total Proposed Water And Sewer Bond Construction Fund	\$0	\$0	\$0	\$0	\$0	\$9,590,000

**Excepts from the Proposed 2010 – 2014
Capital Improvements Program**

General Obligation Projects

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

PROJECT NAME	MAP CODE
Animal Control Building Phase I	G1
Civic Center Renovation	G2
F.M. 518 Drainage Improvements Phase I	G3
Library Expansion	G4
Melody Lane – Street	G5
Mud Gully Detention and Conveyance	G6
Pavement Management Master Plan Phase I	G7
Records Retention Center	G8
Skyview Avenue	G9
Sunnyview Avenue	G10



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: 2010	
Estimated Construction Cost	\$ 769,000
Estimated Acquisition Costs	\$ -
Contingency @ 15.0%	\$ 115,000
Professional Services @ 15.1%	\$ 116,000
Total Project Cost	\$ 1,000,000

PROJECT NAME

SPONSOR DEPARTMENT

Civic Center Renovation

Community Services

COUNCIL GOAL: #9 Develop Civic Center

Planning Document: Parks and Open Space master Plan

TYPE: Facilities

YEAR PLANNED: 2011

SUBTYPE: Construction

PROJECT NUMBER: PK0200

PROJECT DESCRIPTION:

The 1993 Parks and Open Space Master Plan identified the need to provide a modern state of the art facility to handle the recreation needs of a population of 55,000 citizens.

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 Parks and Open Space Plan identified the need for a Civic Center to meet the needs of a diverse community of 55,000 citizens. The Civic Center will provide a public facility where residents of all ages will be able to come together and socialize, recreate and participate in a wide variety of community events and activities.

Projected Cost In: 2011		
Estimated Construction Cost	\$	335,000
Estimated Acquisition Costs	\$	-
Contingency @ 15.0%	\$	50,000
Professional Services @ 23.6%	\$	79,000
Total Project Cost	\$	464,000

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: 2010

SUBTYPE: Construction

PROJECT NUMBER: NYA

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.

FUNDING:

Funding for this project comes from multiple sources. \$1.5 Million from the 2008 Galveston County Bond Election, \$3.485 remaining from the 2003 General Obligation Bond Election leaving \$1.015 Million to be funded.

Projected Cost In: 2010		
Estimated Construction Cost	\$	4,500,000
Estimated Easement Costs	\$	-
GCCDD Regional Detention	\$	-
Contingency @ 15.0%	\$	675,000
Professional Services @ 8.8%	\$	396,000
<hr/>		
Total Project Cost	\$	5,571,000

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 construction of a new Library 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 26,000 Square Foot Facility is sized to serve the Community to build-out.

JUSTIFICATION:

The New Library is in accordance with the Houston Area Library System's recommendations for facility requirements and is recommended by the Friendswood Public Library Board.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 4,472,000
Estimated Acquisition Costs	\$ -
Contingency @ 10.0%	\$ 447,000
Professional Services @ 14.6%	\$ 652,000
Total Project Cost	\$ 5,571,000

PROJECT NAME

SPONSOR DEPARTMENT

Melody Lane - Street

Community Development

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

YEAR PLANNED: 2010
PROJECT NUMBER: ST0203

PROJECT DESCRIPTION:

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

JUSTIFICATION:

In 2002, the City performed an inventory of existing asphalt roads throughout the City in an effort to determine which of these roads, based upon their age, existing condition and traffic load volumes and other factors would warrant conversion to concrete. Melody Lane, based upon these criteria as well as the additional development along this corridor, became a prime candidate for the conversion program. The conversion of this street to concrete will reduce the maintenance costs, the scope of maintenance activity, and the frequency of maintenance on this highly traveled Collector Street.

FUNDING:

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

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

PROJECT NAME

SPONSOR DEPARTMENT

Mud Gully and Conveyance

Community Development

COUNCIL GOAL: #5 Improve Drainage
Planning Document: None
TYPE: Drainage
SUBTYPE: Construction

YEAR PLANNED: 2010
PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

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

City of Friendswood Share \$ 1,000,000

PROJECT NAME

SPONSOR DEPARTMENT

Pavement Improvement Master Plan Phase I

Public Works

COUNCIL GOAL: #13 Improve Transportation

Planning Document: Pavement Improvement Master Plan

TYPE: Street

YEAR PLANNED: 2010

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

The proposed improvements include rehabilitation of twenty (20) streets, 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. The City Council expressed in constructing six (6) million dollars worth of the Master Pavement Plan for Phase I.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 4,440,000
Estimated Easement Costs	\$ -
Contingency @ 20.6%	\$ 916,000
Professional Services @ 14.5%	\$ 644,000
Total Project Cost	\$ 6,000,000

PROJECT NAME

SPONSOR DEPARTMENT

Records Retention Center

City Secretary's Office

COUNCIL GOAL: #6 Maintain High level of Public Service

Planning Document: None

TYPE: Facilities

YEAR PLANNED: 2010

SUBTYPE: Construction

PROJECT NUMBER: FRC001

PROJECT DESCRIPTION:

This project consists of a new storage facility to accommodate the growing records retention requirements placed on the City. This facility would consist of a 1870 square foot pre-engineered straight column metal building structure and metal roof designed to 120 mph wind loads with brick or block veneer exterior walls and situated on a site of approximately 8,000 square feet. Land costs are not included.

The facility shall be equipped with structure mounted fluorescent lighting and minimal electrical requirements. Storage areas are to be fenced to roof deck inside the building with metal building panel exterior walls. Equipment principally consists of adjustable metal warehouse shelving to a height of 12 feet above the floor and a card key access system and other building security features. Estimate includes 8,000 sq. ft. site development cost. The preliminary scope outlined above is based on current feasibility study of Hall, Barnum and Lucchesi.

JUSTIFICATION:

The City's growing demand and State archive/ records retention requirements for municipal records, including building permits, have outpaced current facilities' storage capacity and security. The current facilities are wood framed and asphalt shingle structures sitting on concrete block foundations and provide very little shelter, fire protection or security for the City' primary archives.

Projected Cost In: 2010		
Estimated Construction Cost		\$ 337,000
Estimated Acquisition Costs		\$ -
Contingency @ 15.0%		\$ 51,000
Professional Services @ 22.9%		\$ 77,000
<hr/>		
	Total Project Cost	\$ 465,000

PROJECT NAME

SPONSOR DEPARTMENT

Skyview Avenue

Public Works

COUNCIL GOAL: #13 Improve Transportation

Planning Document: None

TYPE: Street

YEAR PLANNED: 2010

SUBTYPE: Construction

PROJECT NUMBER: Not Yet Assigned

PROJECT DESCRIPTION:

Skyview Avenue is one of two (2) 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, and 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.

FUNDING:

The funding for this project was incorporated in the 2008 Galveston County Bond Election.

Projected Cost In: 2010		
Estimated Construction Cost	\$	438,000
Estimated Easement Costs	\$	-
Contingency @ 20.0%	\$	88,000
Professional Services @ 16.9%	\$	74,000
Total Project Cost		\$ 600,000

PROJECT NAME

SPONSOR DEPARTMENT

Sunnyview Terrace

Public Works

COUNCIL GOAL: #13 Improve Transportation

Planning Document: None

TYPE: Street

YEAR PLANNED: 2010

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, and 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.

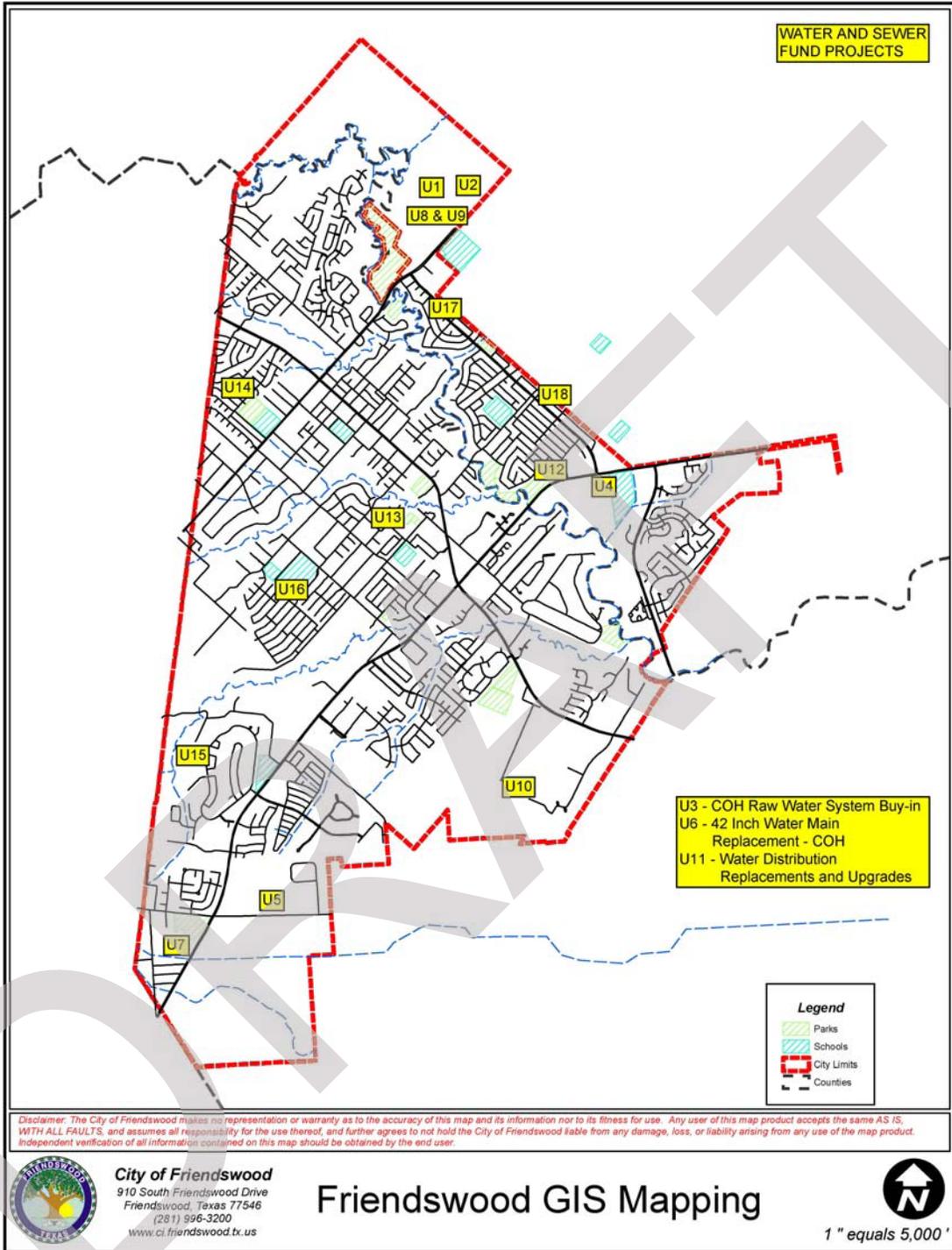
FUNDING:

The funding for this project was incorporated in the 2008 Galveston County Bond Election.

Projected Cost In: 2010		
Estimated Construction Cost	\$	438,000
Estimated Easement Costs	\$	-
Contingency @ 20.0%	\$	88,000
Professional Services @ 16.9%	\$	74,000
Total Project Cost	\$	600,000

**Excepts from the Proposed 2010 – 2014
Capital Improvements Program**

Utility Services Projects



**WATER AND SEWER FUND PROJECTS
(MAP LEGEND)**

PROJECT NAME	MAP CODE
Beamer Road Sanitary Sewer Phase I	U1
Beamer Road Water Line	U2
COH Raw Water System Buy-In	U3
East F.M. 528 Water Line	U4
El Dorado/Lundy Lane Sanitary Sewer	U5
42 Inch Water Main Replacement	U6
Second Take Point Phase II	U7
Surface Water Station #2	U8
Viejo Drive (E & W) Water Line Loop	U9
Water Plant #1 Rehabilitation	U10
Water Plant #2 Rehabilitation	U11
Water Plant #5 Rehabilitation	U12
Water Plant #6 Rehabilitation	U13
Water Plant #7 Rehabilitation	U14

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.

Estimated Construction Cost		\$	1,947,000
Estimated Easement Costs		\$	-
Contingency @	10.2%	\$	198,000
Professional Services @	17.0%	\$	331,000
		Total Project Cost	\$ 2,476,000

PROJECT NAME

SPONSOR DEPARTMENT

Beamer Road Waterline Phase I

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

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	\$ 503,000
Estimated Easement Costs	\$ -
Contingency @ 10.2%	\$ 51,000
Professional Services @ 17.3%	\$ 87,000
Total Project Cost	\$ 641,000

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: 2011

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		\$ -
Contingency @ 0.0%		\$ -
Professional Services @ 0.0%		\$ -
<hr/>		
	Total Project Cost	\$ 3,500,000

PROJECT NAME

SPONSOR DEPARTMENT

East FM 528 Waterline

Public Works

COUNCIL GOAL: #2 Improve Infrastructure
Planning Document: None
TYPE: Utility
SUBTYPE: Water Distribution Improvements

YEAR PLANNED: 2012
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	\$ 1,569,000
Estimated Easement Costs	\$ -
Contingency @ 25.0%	\$ 392,000
Professional Services @ 17.2%	\$ 270,000
Total Project Cost	\$ 2,231,000

PROJECT NAME

SPONSOR DEPARTMENT

Eldorado/Lundy Lane Sanitary Sewer

Public Works

COUNCIL GOAL: #2 Improve Infrastructure
Planning Document: None
TYPE: Utility
SUBTYPE: Sanitary Sewer Improvements

YEAR PLANNED: 2012
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	\$ 2,458,000
Estimated Easement Costs	\$ -
Contingency @ 25.0%	\$ 615,000
Professional Services @ 16.1%	\$ 395,000
Total Project Cost	\$ 3,468,000

PROJECT NAME

SPONSOR DEPARTMENT

42 Inch Water Main Replacement

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

SUBTYPE: Water Distribution Improvements

YEAR PLANNED: 2010

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		\$ 2,467,000
Estimated Easement Costs		\$ -
Contingency @ 0.0%		\$ -
Professional Services @ 0.0%		\$ -
<hr/>		
Total Project Cost		\$ 2,467,000

PROJECT NAME

Sponsor Department

Second Elevated Water Storage Tank Rehabilitation	Public Works
--	---------------------

COUNCIL GOAL: #2 Improve Infrastructure
 PLANNING DOCUMENT: None
 TYPE: Utility
 SUBTYPE: Water Plant Improvements

YEAR PLANNED: 2013
 PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

Projected Cost In: 2013	
Estimated Construction Cost	\$ 327,000
Estimated Easement Costs	\$ -
Contingency @ 25.0%	\$ 82,000
Professional Services @ 23.5%	\$ 77,000
Total Project Cost	\$ 486,000

PROJECT NAME

SPONSOR DEPARTMENT

Second Take Point Phase II	Public Works
-----------------------------------	---------------------

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: Ground Water Reduction Plan

TYPE: Utility

YEAR PLANNED: 2011

SUBTYPE: Water Distribution 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	\$ 1,253,000
Estimated Easement Costs	\$ -
Contingency @ 25.0%	\$ 313,000
Professional Services @ 17.7%	\$ 221,000
Total Project Cost	\$ 1,787,000

PROJECT NAME

SPONSOR DEPARTMENT

Surface Water Station #2

Public Works

COUNCIL GOAL: #2 Improve Infrastructure
Planning Document: None
TYPE: Utility
SUBTYPE: Water Distribution Improvements

YEAR PLANNED: 2012
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	\$	122,000
Estimated Easement Costs	\$	-
Contingency @ 25.0%	\$	31,000
Professional Services @ 29.5%	\$	36,000
Total Project Cost	\$	189,000

PROJECT NAME

SPONSOR DEPARTMENT

Viejo Drive (E & W) Water Line Loop

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2012

SUBTYPE: Water Distribution Improvements 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	\$ 980,000
Estimated Easement Costs	\$ -
Contingency @ 25.0%	\$ 245,000
Professional Services @ 18.6%	\$ 182,000
Total Project Cost	\$ 1,407,000

PROJECT NAME

SPONSOR DEPARTMENT

**Water Distribution Replacement & Upgrades,
Five-Year Plan**

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: Evaluation of Water Distribution Study

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

These various projects are to replace aging infrastructure all over the City in different subdivisions. These projects will take full advantage of existing easements and rights-of-way in order to minimize land acquisition. These projects shall be reviewed yearly for priority.

JUSTIFICATION:

Many existing water mains have history of breaks during peak usage. Some of these aging mains were incorporated into the City through annexation, others are many decades old. The City has seen continuous breaks on these lines of the course of the past years. Replacing these aging sections will not only cut down on maintenance and repair of the distribution system, but also shore it up and reduce the level of trouble calls and repairs.

Projected Cost In: 2010	
Estimated Construction Cost	\$ 4,000,000
Contingency @ 10.0%	\$ 400,000
Professional Services @ 15.0%	\$ 600,000
Total Project Cost	\$ 5,000,000

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number One Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure
Planning Document: None
TYPE: Utility
SUBTYPE: Water Distribution Improvements

YEAR PLANNED: 2012
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		\$ 243,000
Estimated Easement Costs		\$ -
Contingency @ 25.0%		\$ 61,000
Professional Services @ 24.7%		\$ 60,000
Total Project Cost		\$ 364,000

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Two Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements

PROJECT NUMBER: UW0017

PROJECT DESCRIPTION:

The 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: 2010		
Estimated Construction Cost		\$ 697,000
Estimated Easement Costs		\$ -
Contingency @ 25.0%		\$ 174,000
Professional Services @ 19.3%		\$ 135,000
Total Project Cost		\$ 1,006,000

PROJECT NAME

Sponsor Department

Water Plant Number Three Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2014

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

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

JUSTIFICATION:

This is part of a preventive maintenance effort to prolong the life of the facilities. Ground storage tanks require painting every 10 to 12 years to assure its integrity and usefulness.

Projected Cost In: 2014		
Estimated Construction Cost		\$ 141,000
Estimated Easement Costs		\$ -
Contingency @ 25.0%		\$ 35,000
Professional Services @ 29.5%		\$ 42,000
Total Project Cost		\$ 218,000

PROJECT NAME

Sponsor Department

Water Plant Number Four Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

PLANNING DOCUMENT: None

TYPE: Utility

YEAR PLANNED: 2014

SUBTYPE: Water Plant Improvements

PROJECT NUMBER: NYA

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Preventive maintenance program prolongs the life of the facilities. The ground storage needs to be painted every 10 to 12 years to assure its integrity and usefulness.

Projected Cost In: 2014		
Estimated Construction Cost	\$	141,000
Estimated Easement Costs	\$	-
Contingency @ 25.0%	\$	35,000
Professional Services @ 29.5%	\$	42,000
Total Project Cost		\$ 218,000

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Five Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements PROJECT NUMBER: UW0018

PROJECT DESCRIPTION:

This 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: 2010	
Estimated Construction Cost	\$ 2,144,000
Estimated Easement Costs	\$ -
Contingency @ 25.0%	\$ 536,000
Professional Services @ 16.1%	\$ 345,000
Total Project Cost	\$ 3,025,000

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Six Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2010

SUBTYPE: Water Distribution Improvements

PROJECT NUMBER: UW0019

PROJECT DESCRIPTION:

The 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 thirty-two (32) years old and is in need of total rehabilitation. The vertical turbine pumps will be replaced with horizontal units to provide more efficient operation. The ground storage tank will be replaced with a one half million gallon tank to provide more storage capacity.

Projected Cost In: 2010		
Estimated Construction Cost		\$ 666,000
Estimated Easement Costs		\$ -
Contingency @ 25.0%		\$ 167,000
Professional Services @ 19.5%		\$ 130,000
Total Project Cost		\$ 963,000

PROJECT NAME

SPONSOR DEPARTMENT

Water Plant Number Seven Rehabilitation

Public Works

COUNCIL GOAL: #2 Improve Infrastructure

Planning Document: None

TYPE: Utility

YEAR PLANNED: 2011

SUBTYPE: Water Distribution 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 lightning and partially destroyed. A new switch would enable this site to automatically transfer power when needed. Reconditioning the existing generator set including increasing the diesel tank capacity would make this emergency power system more reliable.

Projected Cost In: 2011		
Estimated Construction Cost		\$ 729,000
Estimated Easement Costs		\$ -
Contingency @ 25.0%		\$ 182,000
Professional Services @ 19.4%		\$ 141,000
Total Project Cost		\$ 1,052,000

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

Table 5

Projects in Alphabetical Order

Project	2009 Dollars	Cost in 2015
Annalea/Kingspark/Whitehall Streets	\$ 10,029,000	\$ 15,124,000
Annalea/Whitehall Drainage Improvements	\$ 862,000	\$ 862,000
Briar Meadow Drive	\$ 1,064,000	\$ 1,607,000
Brittany Bay Boulevard Phase I	\$ 3,528,800	\$ 5,322,200
Brittany Bay Boulevard Phase II	\$ 3,500,400	\$ 5,279,600
F.M. 518 Drainage Improvements Phase II	\$ 2,747,000	\$ 3,784,000
Falling Leaf Drive	\$ 2,127,000	\$ 3,210,000
Fire Department Training Field Upgrades	\$ 784,000	\$ 1,097,000
Fire Station #5	\$ 1,795,000	\$ 2,466,000
Friendswood Link Road Ph 2	\$ 5,567,000	\$ 8,398,000
Friendswood Sportspark, Phase II	\$ 5,273,000	\$ 7,193,000
Old City Park	\$ 598,000	\$ 904,000
Parks Maintenance Building	\$ 2,044,000	\$ 2,864,000
Pavement Management Master Plan Future Phases	\$ 6,001,000	\$ 9,051,000
Public Safety Building, Phase II	\$ 2,982,000	\$ 4,174,000
Public Works Building Renovation	\$ 1,362,000	\$ 1,907,000
San Joaquin Parkway Reconstruction	\$ 565,000	\$ 932,000
Shadowbend Drainage Improvements	\$ 416,000	\$ 416,000
Sunmeadow Drainage Improvements	\$ 3,140,000	\$ 3,140,000
W. Edgewood (FM2351) Drainage Outfall	\$ 2,018,000	\$ 2,888,000
Wedgewood & Forest Bend Subdivision	\$ 18,905,000	\$ 37,798,000
West Spreading Oaks	\$ 409,000	\$ 616,000
Woodlawn Ave. - FM 2351 to Shadowbend	\$ 564,000	\$ 852,000
Total General Obligation Fund Projects for Beyond 5 Year Plan	\$76,281,200	\$119,884,800

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

Table 6

Projects in Alphabetical Order

Project	2009 Dollars	Cost in 2015
Beamer Road Sanitary Sewer Future Phases	\$ 3,049,000	\$ 4,584,000
Beamer Road Water Line Future Phases	\$ 1,483,000	\$ 2,235,000
Blackhawk Treatment Plant Capacity	\$ 8,395,000	\$ 12,660,000
FM 528 - Falcon Ridge to Windsong Sanitary Sewer	\$ 706,000	\$ 1,065,000
FM 528 - Lundy Lane to Tower Estates Sanitary Sewer	\$ 1,109,000	\$ 1,675,000
Lift Station #3 Replacement	\$ 735,000	\$ 1,107,000
Lift Station #6 Replacement	\$ 356,000	\$ 538,000
San Joaquin Estates Water Line Replacement	\$ 1,423,000	\$ 2,145,000
South Friendswood Service Area Water Loop	\$ 715,000	\$ 1,077,000
Water Distribution Replacement and Upgrades Beyond 5 Year Plan	\$ 5,000,000	\$ 5,000,000
Windsong Sanitary Sewer	\$ 2,152,000	\$ 3,245,000
Total Water & Sewer Revenue Projects for 5 Year Plan	\$ 25,123,000	\$ 35,331,000

Summary of Debt Service Funds

	FY 08 Actual	FY 09 Original Budget	FY 09 Amended Budget	FY 09 YTD 6/30/09	FY 09 Year End Estimate	FY 10 Adopted Budget
General Obligation Bonds	\$942,547	\$1,290,843	\$1,290,843	\$963,117	\$1,290,543	\$1,524,278
Certificates of Obligations	\$51,646	\$500	\$500	\$0	\$0	\$0
Refunding Bonds	\$1,463,495	\$1,252,059	\$1,252,059	\$1,070,336	\$1,252,059	\$1,311,909
Revenue Bonds	\$1,279,831	\$2,256,897	\$2,256,897	\$720,731	\$1,265,578	\$1,776,528
Other Tax Debt	\$103,786	\$184,181	\$184,181	\$109,646	\$120,777	\$143,217
Total	\$3,841,304	\$4,984,480	\$4,984,480	\$2,863,830	\$3,928,957	\$4,755,932

Debt Service Funds Overview

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

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 \$0.0800 per \$100 of net assessed value at 100% collection; which will yield approximately \$1,817,167; on an estimated net assessed tax based of \$2,271,459,062.

The total estimated general obligation tax debt presented in this year's budget is \$29,900,012. This amount is less than the debt limit of \$30,664,697 stipulated by the Texas Attorney General's Office and the Home Rule Cities debt limit of \$56,786,477 based on the City's estimated net assessed tax base.

Tax Debt Service Fund

	FY 08 Actual	FY 09 Original Budget	FY 09 Amended Budget	FY 09 YTD 6/30/09	FY 09 Year End Estimate	FY 10 Adopted Budget
General Obligation Bonds						
Principal	\$250,000	\$620,000	\$620,000	\$620,000	\$620,000	\$645,000
Interest	691,947	670,243	670,243	342,817	670,243	878,678
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	600	600	600	300	300	600
Total	\$942,547	\$1,290,843	\$1,290,843	\$963,117	\$1,290,543	\$1,524,278
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	\$580,000	\$815,000	\$815,000	\$815,000	\$815,000	\$865,000
Interest	85,454	55,672	55,672	36,750	55,672	18,922
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
Total	\$665,454	\$870,672	\$870,672	\$851,750	\$870,672	\$883,922
Other Tax Debt						
Principal	\$99,555	\$160,081	\$160,081	\$96,676	\$96,677	\$121,455
Interest	4,231	24,100	24,100	12,970	24,100	21,762
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
Total	\$103,786	\$184,181	\$184,181	\$109,646	\$120,777	\$143,217
Certificates of Obligation						
Principal	\$0	\$0	\$0	\$0	\$0	\$0
Interest	0	0	0	0	0	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$0	\$0	\$0
Total Tax Debt Service Fund	\$1,711,787	\$2,345,696	\$2,345,696	\$1,924,513	\$2,281,992	\$2,551,417

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

	FY 08 Actual	FY 09 Original Budget	FY 09 Amended Budget	FY 09 YTD 6/30/09	FY 09 Year End Estimate	FY 10 Adopted Budget
93-11 PRINCIPAL -2003 GO BONDS	\$150,000	\$325,000	\$325,000	\$325,000	\$325,000	\$295,000
93-12 PRINCIPAL- 2005 GO BONDS	100,000	295,000	295,000	295,000	295,000	350,000
93-13 PRINCIPAL-2009 GO BONDS	0	0	0	0	0	0
93-64 PRINCIPAL- 02 REFUND BONDS	345,000	0	0	0	0	0
96-65 PRINCIPAL- 05 REFUND BONDS	235,000	815,000	815,000	815,000	815,000	865,000
BOND AND GO PRINCIPAL	\$830,000	\$1,435,000	\$1,435,000	\$1,435,000	\$1,435,000	\$1,510,000
93-94 PRINCIPAL- CITYWIDE LAN	99,555	0	0	0	0	0
93-96 PRINCIPAL - 08 FIRE TRUCK	0	160,081	160,081	58,658	58,659	56,140
93-97 PRINCIPAL - 09 GRADALL	0	0	0	38,018	38,018	38,005
93-99 PRINCIPAL - CH PHONE UPGRADE	0	0	0	0	0	27,311
OTHER DEBT PRINCIPAL	\$99,555	\$160,081	\$160,081	\$96,676	\$96,677	\$121,455
93-11 INTEREST-2003 GO BONDS	\$360,608	\$347,545	\$347,545	\$178,241	\$347,545	\$330,495
93-12 INTEREST-2005 GO BONDS	331,339	322,698	322,698	164,576	322,698	308,589
93-13 INTEREST-2009 GO BONDS	0	0	0	0	0	239,594
93-64 INTEREST-02 REFUND BONDS	6,814	0	0	0	0	0
93-65 INTEREST-05 REFUND BONDS	78,640	55,672	55,672	36,750	55,672	18,922
BOND AND GO INTEREST	\$777,401	\$725,915	\$725,915	\$379,567	\$725,915	\$897,600
93-94 INTEREST- CITYWIDE LAN	4,231	0	0	0	0	0
93-96 INTEREST - 08 FIRE TRUCK	0	24,100	24,100	8,253	19,383	10,772
93-97 INTEREST - 09 GRADALL	0	0	0	4,717	4,717	8,190
93-99 INTEREST - CH PHONE UPGRADE	0	0	0	0	0	2,799
OTHER DEBT INTEREST	\$4,231	\$24,100	\$24,100	\$12,970	\$24,100	\$21,762
93-11 FISCAL FEES-03 GO BONDS	\$0	\$300	\$300	\$0	\$0	\$300
93-12 FISCAL FEES-05 GO BONDS	300	300	300	300	300	300
93-23 FISCAL FEES-95 CO	0	0	0	0	0	0
94-48 FISCAL FEES-03 CO BONDS	300	0	0	0	0	0
FISCAL AGENT FEES	\$600	\$600	\$600	\$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	\$1,711,787	\$2,345,696	\$2,345,696	\$1,924,513	\$2,281,992	\$2,551,417

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

YEAR	PRINCIPAL	INTEREST	TOTAL
2010	1,631,455	919,361	2,550,817
2011	843,118	820,773	1,663,891
2012	855,235	781,603	1,636,838
2013	892,574	745,326	1,637,900
2014	883,398	707,143	1,590,541
2015	921,108	669,284	1,590,392
2016	963,944	629,327	1,593,272
2017	940,000	587,009	1,527,009
2018	980,000	545,399	1,525,399
2019	1,025,000	502,286	1,527,286
2020	1,065,000	457,666	1,522,666
2021	1,115,000	410,616	1,525,616
2022	1,165,000	361,071	1,526,071
2023	1,215,000	309,161	1,524,161
2024	1,270,000	254,639	1,524,639
2025	1,330,000	197,239	1,527,239
2026	1,390,000	136,837	1,526,837
2027	195,000	100,513	295,513
2028	210,000	89,375	299,375
2029	220,000	77,550	297,550
2030	230,000	65,175	295,175
2031	245,000	52,113	297,113
2032	260,000	38,226	298,226
2033	275,000	23,513	298,513
2034	290,000	7,975	297,975
TOTAL	\$20,410,834	\$9,489,178	\$29,900,012

Tax Debt Service Fund
Schedule of 2003 Permanent Improvement Bonds
By Maturity Date

YEAR	PRINCIPAL	INTEREST	TOTAL
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	\$8,025,000	\$3,326,366	\$11,351,366

Schedule of 2005 General Obligation Bonds
By Maturity Date

YEAR	PRINCIPAL	INTEREST	TOTAL
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	\$7,420,000	\$2,860,580	\$10,280,580

Tax Debt Service Fund

Schedule of 2005 Refund Bonds By Maturity Date

YEAR	PRINCIPAL	INTEREST	TOTAL
2010	865,000	18,922	883,922
TOTAL	\$865,000	\$18,922	\$883,922

Schedule of 2009 General Obligation Bonds By Maturity Date

YEAR	PRINCIPAL	INTEREST	TOTAL
2010	-	239,594	239,594
2011	50,000	190,301	240,301
2012	55,000	187,413	242,413
2013	65,000	184,113	249,113
2014	70,000	180,401	250,401
2015	75,000	176,413	251,413
2016	85,000	172,013	257,013
2017	90,000	167,201	257,201
2018	95,000	162,113	257,113
2019	105,000	156,613	261,613
2020	105,000	150,838	255,838
2021	115,000	144,788	259,788
2022	120,000	138,326	258,326
2023	115,000	131,863	246,863
2024	130,000	125,125	255,125
2025	135,000	117,838	252,838
2026	150,000	110,001	260,001
2027	195,000	100,513	295,513
2028	210,000	89,375	299,375
2029	220,000	77,550	297,550
2030	230,000	65,175	295,175
2031	245,000	52,113	297,113
2032	260,000	38,226	298,226
2033	275,000	23,513	298,513
2034	290,000	7,975	297,975
TOTAL	\$3,485,000	\$3,189,394	\$6,674,394

Estimated Obligations Under Capital Leases

YEAR	PRINCIPAL	INTEREST	TOTAL
2010	121,455	21,762	143,217
2011	118,118	23,666	141,784
2012	95,235	17,872	113,107
2013	97,574	13,333	110,907
2014	58,398	8,513	66,912
2015	61,108	5,803	66,912
2016	63,944	2,967	66,912
TOTAL	\$615,834	\$93,916	\$709,749

Water and Sewer Debt Service Fund

	FY 08 Actual	FY 09 Original Budget	FY 09 Amended Budget	FY 09 YTD 6/30/09	FY 09 Year End Estimate	FY 10 Adopted Budget
Revenue Bonds						
Principal	\$160,000	\$375,000	\$375,000	\$160,000	\$160,000	\$110,000
Interest	1,117,531	1,879,397	1,879,397	549,931	1,093,078	1,664,028
Issuance Cost	1,000	0	0	9,500	9,500	0
Paying Agent Fees	1,300	2,500	2,500	1,300	3,000	2,500
Total	\$1,279,831	\$2,256,897	\$2,256,897	\$720,731	\$1,265,578	\$1,776,528
Refunding Bonds						
Principal	\$460,000	\$55,000	\$55,000	\$55,000	\$55,000	\$105,000
Interest	337,041	325,387	325,387	162,586	325,387	321,987
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	1,000	1,000	1,000	1,000	1,000	1,000
Total	\$798,041	\$381,387	\$381,387	\$218,586	\$381,387	\$427,987
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	\$50,000	\$0	\$0	\$0	\$0	\$0
Interest	1,146	0	0	0	0	0
Issuance Cost	0	0	0	0	0	0
Paying Agent Fees	500	500	500	0	0	0
Total	\$51,646	\$500	\$500	\$0	\$0	\$0
Total Water and Sewer Debt Service Fund	\$2,129,518	\$2,638,784	\$2,638,784	\$939,317	\$1,646,965	\$2,204,515

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

	FY 08 Actual	FY 09 Original Budget	FY 09 Amended Budget	FY 09 YTD 6/30/09	FY 09 Year End Estimate	FY 10 Adopted Budget
92-23 PRINCIPAL-95 CO	\$50,000	\$0	\$0	\$0	\$0	\$0
93-43 PRINCIPAL-99 W/S BONDS	50,000	50,000	50,000	50,000	50,000	0
93-44 PRINCIPAL-00 W/S BONDS	60,000	60,000	60,000	60,000	60,000	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	215,000	215,000	0	0	0
93-53 PRINCIPAL-09 W/S BONDS	0	0	0	0	0	0
93-64 PRINCIPAL-02 REFUND BONDS	460,000	0	0	0	0	0
93-66 PRINCIPAL-06 REFUND BONDS	0	55,000	55,000	55,000	55,000	105,000
BOND PRINCIPAL	\$670,000	\$430,000	\$430,000	\$215,000	\$215,000	\$215,000
93-23 INTEREST-95 CO	\$371	\$0	\$0	\$0	\$0	\$0
93-43 INTEREST-99 W/S BONDS	6,954	1,825	1,825	1,825	1,825	0
93-44 INTEREST-00 W/S BONDS	11,387	5,850	5,850	3,900	5,850	1,950
93-45 INTEREST-01 W/S BONDS	300,407	294,528	294,528	148,076	294,528	291,278
93-49 INTEREST-06 W/S BONDS	799,558	790,875	790,875	396,129	790,875	790,875
93-50 INTEREST-05 W/S BONDS	0	0	0	0	0	0
93-51 INTEREST-07 W/S BONDS	0	0	0	0	0	0
93-52 INTEREST-08 W/S BONDS	0	786,319	786,319	0	0	0
93-53 INTEREST-09 W/S BONDS	0	0	0	0	0	579,925
93-64 INTEREST-02 REFUND BONDS	10,484	0	0	0	0	0
93-66 INTEREST-06 REFUND BONDS	326,557	325,387	325,387	162,586	325,387	321,987
BOND INTEREST	\$1,455,718	\$2,204,784	\$2,204,784	\$712,516	\$1,418,465	\$1,986,015
93-43 FISCAL FEES-99 W/S BONDS	\$0	\$0	\$0	\$0	\$0	\$0
93-44 FISCAL FEES-00 W/S BONDS	0	500	500	1,000	1,000	1,000
93-45 FISCAL FEES-01 W/S	1,000	1,000	1,000	1,000	1,000	1,000
93-49 FISCAL FEES-06 W/S	300	500	500	300	500	500
93-51 FISCAL FEES-07 W/S	0	0	0	0	0	0
93-52 FISCAL FEES-08 W/S	0	500	500	0	0	0
93-64 FISCAL FEES-02 W/S REFUND	1,000	1,000	1,000	0	1,000	1,000
94-23 FISCAL FEES-95 CO	500	500	500	0	500	0
FISCAL AGENT FEES	\$2,800	\$4,000	\$4,000	\$2,300	\$4,000	\$3,500
93-23 ISSUE COSTS-95 CO	\$0	\$0	\$0	\$0	\$0	\$0
93-43 ISSUE COSTS-99 W/S BONDS	1,000	0	0	0	0	0
93-49 ISSUE COSTS-06 W/S	0	0	0	0	0	0
94-24 ISSUE COSTS-09 W/S BONDS	0	0	0	9,500	9,500	0
ISSUE COSTS	\$1,000	\$0	\$0	\$9,500	\$9,500	\$0
Total for W/S DEBT FUND	\$2,129,518	\$2,638,784	\$2,638,784	\$939,316	\$1,646,965	\$2,204,515

WATER AND WASTEWATER REVENUE DEBT SERVICE

SUMMARY SCHEDULE OF REVENUE DEBT SERVICE TO MATURITY

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER PRINCIPAL	WATER TOTAL	WASTE WATER PRINCIPAL	TOTAL
2010	192,950	22,050	1,622,997	363,017	1,815,947	385,067	2,201,015
2011	1,285,650	154,350	1,545,324	359,365	2,830,974	513,715	3,344,689
2012	1,336,200	163,800	1,491,584	352,804	2,827,784	516,604	3,344,388
2013	1,392,000	168,000	1,437,396	345,960	2,829,396	513,960	3,343,356
2014	1,449,650	175,350	1,378,915	338,879	2,828,565	514,229	3,342,793
2015	1,514,400	180,600	1,317,224	331,650	2,831,624	512,250	3,343,874
2016	1,579,150	185,850	1,252,024	324,321	2,831,174	510,171	3,341,345
2017	1,650,750	194,250	1,182,354	316,622	2,833,104	510,872	3,343,976
2018	1,722,350	202,650	1,108,676	308,460	2,831,026	511,110	3,342,136
2019	1,801,050	208,950	1,030,774	299,840	2,831,824	508,790	3,340,614
2020	1,715,000	390,000	949,665	285,650	2,664,665	675,650	3,340,315
2021	1,800,000	410,000	864,926	265,650	2,664,926	675,650	3,340,576
2022	1,280,000	480,000	790,702	243,400	2,070,702	723,400	2,794,102
2023	1,340,000	505,000	728,034	218,775	2,068,034	723,775	2,791,809
2024	1,410,000	530,000	661,931	192,900	2,071,931	722,900	2,794,831
2025	1,475,000	560,000	592,186	165,650	2,067,186	725,650	2,792,836
2026	1,550,000	585,000	521,163	138,488	2,071,163	723,488	2,794,651
2027	1,620,000	615,000	446,173	109,950	2,066,173	724,950	2,791,123
2028	1,705,000	645,000	364,405	78,450	2,069,405	723,450	2,792,855
2029	1,790,000	675,000	280,488	47,138	2,070,488	722,138	2,792,625
2030	1,870,000	710,000	194,788	15,975	2,064,788	725,975	2,790,763
2031	700,000	-	133,500	-	833,500	-	833,500
2032	735,000	-	97,625	-	832,625	-	832,625
2033	775,000	-	59,875	-	834,875	-	834,875
2034	810,000	-	20,250	-	830,250	-	830,250
TOTAL	\$ 34,499,150	\$ 7,760,850	\$ 20,072,977	\$ 5,102,943	\$ 54,572,127	\$ 12,863,793	\$ 67,435,920

**SCHEDULE OF 2000 WATERWORKS AND WASTEWATER SYSTEM
REVENUE BONDS BY MATURITY DATE**

YEAR	100% WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER PRINCIPAL	WATER TOTAL	WASTE WATER PRINCIPAL	TOTAL
2010	60,000	-	1,950	-	61,950	-	61,950
2020	-	-	-	-	-	-	-
2021	-	-	-	-	-	-	-
2022	-	-	-	-	-	-	-
2023	-	-	-	-	-	-	-
2024	-	-	-	-	-	-	-
2025	-	-	-	-	-	-	-
2026	-	-	-	-	-	-	-
2027	-	-	-	-	-	-	-
2028	-	-	-	-	-	-	-
TOTAL	\$ 60,000	\$ -	\$ 1,950	\$ -	\$ 61,950	\$ -	\$ 61,950

WATER AND WASTEWATER REVENUE DEBT SERVICE

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

YEAR	100% WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER PRINCIPAL	WATER TOTAL	WASTE WATER PRINCIPAL	TOTAL
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
2022	-	-	-	-	-	-	-
2023	-	-	-	-	-	-	-
2024	-	-	-	-	-	-	-
2025	-	-	-	-	-	-	-
2026	-	-	-	-	-	-	-
2027	-	-	-	-	-	-	-
2028	-	-	-	-	-	-	-
TOTAL	\$ 5,850,000	\$ -	\$ 2,033,266	\$ -	\$ 7,883,266	\$ -	\$ 7,883,266

SCHEDULE OF 2006 WATER & WASTEWATER BONDS BY MATURITY DATE

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER PRINCIPAL	WATER TOTAL	WASTE WATER PRINCIPAL	TOTAL
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	\$ 7,909,863	\$ 4,716,025	\$ 18,149,863	\$ 10,821,025	\$ 28,970,888

WATER AND WASTEWATER REVENUE DEBT SERVICE

SCHEDULE OF 2006 REFUND BONDS BY MATURITY DATE

YEAR	79%	21%	WATER INTEREST	WASTE WATER PRINCIPAL	WATER TOTAL	WASTE WATER PRINCIPAL	TOTAL
	WATER PRINCIPAL	WASTE WATER PRINCIPAL					
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	\$ 6,229,150	\$ 1,655,850	\$ 1,455,548	\$ 386,918	\$ 7,684,698	\$ 2,042,768	\$ 9,727,466

ESTIMATED SCHEDULE OF 2009 WATERWORKS & WASTEWATER BONDS

YEAR	WATER PRINCIPAL	WASTE WATER PRINCIPAL	WATER INTEREST	WASTE WATER PRINCIPAL	WATER TOTAL	WASTE WATER PRINCIPAL	TOTAL
2010	-	-	579,925	-	579,925	-	579,925
2011	305,000	-	532,265	-	837,265	-	837,265
2012	310,000	-	525,340	-	835,340	-	835,340
2013	320,000	-	516,666	-	836,666	-	836,666
2014	330,000	-	506,090	-	836,090	-	836,090
2015	345,000	-	494,278	-	839,278	-	839,278
2016	355,000	-	481,140	-	836,140	-	836,140
2017	370,000	-	466,640	-	836,640	-	836,640
2018	380,000	-	451,640	-	831,640	-	831,640
2019	400,000	-	436,040	-	836,040	-	836,040
2020	410,000	-	419,635	-	829,635	-	829,635
2021	435,000	-	401,986	-	836,986	-	836,986
2022	475,000	-	382,352	-	857,352	-	857,352
2023	490,000	-	361,059	-	851,059	-	851,059
2024	520,000	-	338,456	-	858,456	-	858,456
2025	540,000	-	314,336	-	854,336	-	854,336
2026	565,000	-	288,851	-	853,851	-	853,851
2027	590,000	-	261,773	-	851,773	-	851,773
2028	620,000	-	232,880	-	852,880	-	852,880
2029	655,000	-	201,625	-	856,625	-	856,625
2030	685,000	-	168,125	-	853,125	-	853,125
2031	700,000	-	133,500	-	833,500	-	833,500
2032	735,000	-	97,625	-	832,625	-	832,625
2033	775,000	-	59,875	-	834,875	-	834,875
2034	810,000	-	20,250	-	830,250	-	830,250
TOTAL	\$ 12,120,000	\$ -	\$ 8,672,350	\$ -	\$ 20,792,350	\$ -	\$ 20,792,350



This page intentionally left blank

Appendix A
Budget and Tax Ordinances

(Title: An ordinance adopting the City of Friendswood, Texas, General Budget for the Fiscal Year 2009/2010.)

ORDINANCE NO. 2009-22

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF FRIENDSWOOD, TEXAS, GENERAL BUDGET FOR THE FISCAL YEAR 2009/2010; 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, 2009, the City Manager presented to the City Council a proposed Budget of the expenditures of the City of Friendswood for the fiscal year 2009/2010, 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 2009/2010 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 2009/2010," 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 2009/2010, 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, 10/01/2009	\$21,121,264
Total Revenues	<u>\$35,351,485</u>
Total Resources Available for Appropriation	\$56,472,749
Total Expenditures and Other Financing Uses	<u>\$35,157,186</u>
Ending Fund Balance, 9/30/2010	<u>\$21,315,563</u>

PASSED, APPROVED, AND ADOPTED on first and final reading this 5th day of October, 2009.


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 2009.)

ORDINANCE NO. 2009-23

AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF FRIENDSWOOD, TEXAS, FOR THE YEAR 2009; 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 \$.0800 for debt service and a tax rate of \$.4997 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 28th day of September, 2009, said City Council has approved separately the tax rate heretofore specified for each of said components; and

WHEREAS, all notices and hearings required by law as a prerequisite to the passage, approval, and adoption of this Ordinance have been timely and properly given and held; now, therefore

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 2009, to fund the City's fiscal year 2009-2010 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, \$.4997 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2009-2010. **THIS TAX RATE WILL RAISE FEWER TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL BE 0.49% LESS THAN THE EFFECTIVE TAX RATE AND WILL LOWER TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$29.00.**

Section 4. Of the total tax levied in Section 2 hereof, \$.0800 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 2009-2010.

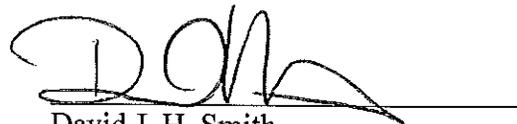
Section 5. All ad valorem taxes levied hereby, in the total amount of \$.5797 on each One Hundred Dollars (\$100.00) of assessed valuation, as reflected by Sections 2, 3, and 4 hereof,

shall be due and payable on or before January 31, 2010. 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.

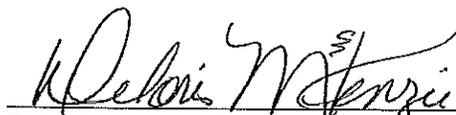
Section 6. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this 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 5th day of October, 2009.


David J. H. Smith
Mayor

ATTEST:


Deloris McKenzie, TRMC
City Secretary



Appendix B
Personnel Schedule

Personnel By Department Three Year Comparison

	FY08 Budget	FY09 Budget	FY10 Base Budget	FY10 FAW/DP	FY10 Adopted 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	3.20	3.20	3.20	0.00	3.20
Records Management	2.00	2.00	2.00	0.00	2.00
Total City Secretary	5.20	5.20	5.20	0.00	5.20
Finance -General Fund	8.50	8.50	8.50	0.00	8.50
Finance -Water and Sewer Fund	3.00	3.00	3.00	0.00	3.00
Municipal Court	7.70	7.70	7.70	0.00	7.70
Human Resources	4.00	4.00	4.00	0.00	4.00
Risk Management- General Fund	1.00	1.00	1.00	0.00	1.00
Risk Management - Water and Sewer Fund	0.00	0.00	0.00	0.00	0.00
Information Technology	3.00	3.00	3.00	0.00	3.00
Total Administrative Services	27.20	27.20	27.20	0.00	27.20
Administration	9.00	5.00	5.00	0.00	5.00
Communications	13.60	13.60	13.60	0.00	13.60
Patrol	40.00	44.80	43.80	0.00	43.80
DOT Patrol	1.00	1.00	1.00	0.00	1.00
Criminal Investigations	11.00	11.00	12.00	0.00	12.00
Animal Control	3.50	4.00	4.00	0.00	4.00
Total Police	78.10	79.40	79.40	0.00	79.40
Administration	4.80	4.80	4.80	0.00	4.80
Emergency Management	1.30	1.30	1.30	0.00	1.30
Total Fire Marshal	6.10	6.10	6.10	0.00	6.10
Fire City Administration	0.00	0.00	0.00	0.00	0.00
Total FVFD	0.00	0.00	0.00	0.00	0.00
Administration	3.00	3.00	3.00	0.00	3.00
Planning and Zoning	2.00	2.00	2.00	0.00	2.00
Engineering- General Fund	1.00	1.00	1.00	0.00	1.00
Engineering-Water and Sewer Funds	1.00	1.00	1.00	0.00	1.00
Inspection	5.00	5.70	5.70	0.00	5.70
Code Enforcement	1.00	1.00	1.00	0.00	1.00
Projects- General Fund	2.00	2.00	2.00	0.00	2.00
Projects- Water and Sewer Funds	2.00	2.00	2.00	0.00	2.00
Total Community Development	17.00	17.70	17.70	0.00	17.70
Administration- General Fund	2.00	2.00	2.00	0.00	2.00
Administration- Water and Sewer Fund	1.00	1.00	1.00	0.00	1.00
Street Operations	8.00	8.00	8.00	0.00	8.00
Drainage Operations	6.00	7.00	6.00	0.00	6.00
Water Operations	9.00	10.30	10.30	0.00	10.30
Sewer Operations	8.00	8.00	9.00	0.00	9.00
Utility Customer Service	2.00	2.00	2.00	0.00	2.00
Total Public Works	36.00	38.30	38.30	0.00	38.30
Administration	14.50	14.50	14.50	0.22	14.72
Total Library	14.50	14.50	14.50	0.22	14.72
Administration	2.00	2.00	2.00	1.00	3.00
Parks Operations	8.00	8.00	8.00	0.00	8.00
Recreation Programs	7.70	7.70	7.70	0.25	7.95
Facility Operations	0.00	0.00	0.00	0.00	0.00
Total Community Services	17.70	17.70	17.70	1.25	18.95
Total Personnel	207.30	212.10	211.60	1.47	213.07

*Full-time Equivalents were overstated in FY 2008 and FY2009. Police Department transfers duplicated in schedule.

Appendix C
Decision Packages and Forces at Work

Decision Packages Included in the FY10
Adopted Budget

FY 2009-10 DECISION PACKAGES
(included in the Adopted Budget)

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
CMO-Admin	City Council/Staff Retreat Facilitator Services	\$0	\$35,000	\$35,000	\$0	\$35,000
PW-Sanitation	Household Hazardous Waste Disposal contract	\$0	\$11,300	\$11,300	\$0	\$11,300
CS-Recreation Pgr	Movies in the Park (movie showing rights)	\$0	\$1,000	\$1,000	\$0	\$1,000
CS-Admin	Friendswood Historical Society contract increase	\$0	\$5,000	\$5,000	\$0	\$5,000
Mayor & Council	Grant Consulting Services (Riveron Firm)	\$0	\$65,000	\$65,000	\$0	\$65,000
Forces at Work Total		\$0	\$117,300	\$117,300	\$0	\$117,300

CS-Recreation Pgr	Summer Day Camp Cost Increase	\$0	\$9,073	\$9,073	\$9,073	\$0
Grant/Other Source Funding		\$0	\$9,073	\$9,073	\$9,073	\$0

PW-Streets	Street Maintenance Program	\$0	\$200,000	\$200,000	\$0	\$200,000
PW-Drainage	Mowing Tractor	\$35,000	\$0	\$35,000	\$0	\$35,000
ASO-IT	IT System Server	\$10,000	\$0	\$10,000	\$0	\$10,000
PD-DOT	DOT Truck Scales	\$18,459	\$0	\$18,459	\$0	\$18,459
CS-Facility Ops	Carpet Replacement (City Hall)	\$30,000	\$0	\$30,000	\$0	\$30,000
CS-Facility Ops	Public Works Facility Maintenance	\$19,000	\$0	\$19,000	\$0	\$19,000
FVFD	Rescue Equipment for New Engine @ Fire Station 4	\$15,000	\$0	\$15,000	\$0	\$15,000
CS-CAB	City Entry Way Signage	\$40,500	\$0	\$40,500	\$0	\$40,500
Undesignated General Fund Balance		\$167,959	\$200,000	\$367,959	\$0	\$367,959

ASO-IT	IT System Firewall Replacement	\$15,000	\$1,750	\$16,750	\$0	\$16,750
ASO-Court	Salary Adjust (Judge, Assoc. Judge, Prosecutors)	\$0	\$5,000	\$5,000	\$0	\$5,000
FMO-EM	Citizen Emergency Notification Service	\$0	\$30,000	\$30,000	\$0	\$30,000
ASO-IT	Fiber Channel Adapters Upgrade	\$8,700	\$0	\$8,700	\$0	\$8,700
CS-Parks Ops	Mosquito Spraying	\$0	\$4,500	\$4,500	\$0	\$4,500
CS-Sr. Programs	Vehicle Maintenance Increase	\$0	\$1,600	\$1,600	\$0	\$1,600
ASO-IT	Election Equipment Upgrade & Annual Maintenance	\$2,239	\$860	\$3,099	\$0	\$3,099
CS-Sr. Programs	Continuing Education Reimbursement	\$0	\$2,000	\$2,000	\$0	\$2,000
Library	Children's Library Associate (0.5 to 0.75 FTE)	\$0	\$8,140	\$8,140	\$0	\$8,140
ASO-IT	City Secretary Open Records Request Software	\$7,415	\$4,740	\$12,155	\$0	\$12,155
PD-Communication	Emergency Siren Maintenance	\$0	\$4,000	\$4,000	\$0	\$4,000
CS-Parks Ops	Mower	\$8,500	\$0	\$8,500	\$0	\$8,500
FVFD	Fire Hose Replacement	\$10,000	\$0	\$10,000	\$0	\$10,000
CS-Sr. Programs	Sr. Programs Recreation Aide Additional Hours	\$0	\$6,788	\$6,788	\$0	\$6,788
PD-Comm & AC	PD Admin & Animal Control Airtime Cards for MDT units	\$0	\$3,000	\$3,000	\$0	\$3,000
PD-Patrol	Overtime	\$0	\$100,000	\$100,000	\$0	\$100,000
CS-Admin	Community Services Administrative Clerk	\$0	\$45,112	\$45,112	\$0	\$45,112
FVFD	Firefighter Protective Gear (10 sets)	\$17,000	\$0	\$17,000	\$0	\$17,000
CS-Facility Ops	Parking Lot Striping (Centennial, Pool, Library, Activity Bldg)	\$7,250	\$0	\$7,250	\$0	\$7,250
Decision Package Total		\$76,104	\$217,490	\$293,594	\$0	\$293,594

GENERAL FUND TOTAL		\$244,063	\$534,790	\$778,853	\$0	\$778,853
---------------------------	--	------------------	------------------	------------------	------------	------------------

PARK LAND DEDICATION FUND

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

WATER & SEWER FUND

DEPT	DESCRIPTION	ONE TIME COST	ONGOING COST	TOTAL	OUTSIDE REVENUE SOURCES	NET TOTAL
PW-Water Ops	Water Meter Replacement Program	\$0	\$30,000	\$30,000	\$0	\$30,000
PW-Water Ops	Water Plant Booster	\$35,000	\$0	\$35,000	\$0	\$35,000
PW-Water Ops	Water Wise Program	\$0	\$20,000	\$20,000	\$0	\$20,000
WATER & SEWER FUND TOTAL		\$35,000	\$50,000	\$85,000	\$0	\$85,000

Decision Packages Not Included in the FY10
Adopted Budget

**FY 2009-10 DECISION PACKAGES
(not included in the Adopted Budget)**

GENERAL FUND

DEPT	DESCRIPTION	ONE TIME	ONGOING	TOTAL	OUTSIDE	NET
		COST	COST		REVENUE	TOTAL
ASO-IT	Records Mgt. Contract Organization Software & Annual Support	\$6,450	\$1,290	\$7,740	\$0	\$7,740
PD-Patrol	1 Additional Patrol Vehicles	\$44,907	\$7,700	\$52,607	\$0	\$52,607
CDD-Capital Improv	Traffic Signal @ Sunset & Briar Meadow	\$150,000	\$0	\$150,000	\$0	\$150,000
CS-Admin	Parks Superintendent	\$0	\$80,525	\$80,525	\$0	\$80,525
CS-Parks Ops	Laborer	\$0	\$41,770	\$41,770	\$0	\$41,770
PD-Patrol	Full-Time Police Officer	\$6,400	\$87,075	\$93,475	\$0	\$93,475
PW-Streets	Concrete Sealing Machine	\$40,000	\$0	\$40,000	\$0	\$40,000
CSO-Admin	Mayor & City Council Coordinator	\$1,500	\$29,115	\$30,615	\$0	\$30,615
CS-Sr. Programs	Training & Travel (Community Services Dept.)	\$2,000	\$0	\$2,000	\$0	\$2,000
CS-CAB	City Facilities Holiday Decorations	\$9,980	\$1,350	\$11,330	\$0	\$11,330
FVFD	Volunteer Fireman's Pension Contribution	\$0	\$15,000	\$15,000	\$0	\$15,000
FVFD	Per Call Stipend Increase for Volunteer Medics	\$0	\$23,000	\$23,000	\$0	\$23,000
PW-Streets	Street Maintenance Program	\$0	\$600,000	\$600,000	\$0	\$600,000
CS-Sports Complex	S. Friendswood Sports Complex operational expenses	\$0	\$133,650	\$133,650	\$0	\$133,650
CS-Sports Complex	S. Friendswood Sports Complex Equipment	\$14,750	\$0	\$14,750	\$0	\$14,750
Unfunded Decision Packages Total (General Fund)		\$275,987	\$1,020,475	\$1,296,462	\$0	\$1,296,462

Appendix D
Revenue Schedule

**Revenue Schedule
General Fund (001)**

Account Description	FY08 Actual	FY09 Adopted Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Current Property Taxes	10,618,813	11,428,949	11,428,949	11,544,967	11,865,661	11,350,481
Delinquent Property Taxes	150,277	0	0	0	0	249,431
P&I Property Taxes	114,127	0	0	0	0	0
Sales Tax	3,767,526	3,750,000	3,750,000	2,236,650	3,900,988	3,923,944
TNMPCO Franchise	462,824	452,500	452,500	189,576	463,102	463,100
Centerpoint (HL&P) Franchise	138,321	136,000	136,000	57,191	132,857	132,900
Municipal Row Access Fee	206,912	282,900	282,900	171,202	181,408	181,400
Entex Franchise	98,812	98,900	98,900	127,342	127,342	127,340
TCI/AOL	321,503	323,200	323,200	69,904	307,672	307,700
Video Service Franchise	48,271	12,500	12,500	70,946	94,595	94,600
IESI Franchise	40,523	39,700	39,700	32,438	43,404	43,400
Mixed Drink Tax	25,429	21,600	21,600	20,450	27,644	24,750
Taxes	\$15,993,338	\$16,546,249	\$16,546,249	\$14,520,666	\$17,144,673	\$16,899,046
Wrecker Permits	90	0	0	0	0	0
Alcoholic Beverage Permit	4,149	6,000	6,000	3,848	4,000	6,000
Peddler Permits	0	0	0	0	0	0
Noise Ordinance Permit	230	275	275	140	180	275
Animal Establishment Permit	0	0	0	60	75	0
License Agree-Sheer Pleas	600	600	600	0	0	600
Pipeline Permits	300	0	0	300	300	0
Building Permits	280,563	234,787	234,787	149,417	196,918	120,655
Electric Permits	34,412	27,303	27,303	19,815	26,750	15,230
Plumbing Permits	29,244	23,150	23,150	15,209	20,288	12,468
Air Conditioning Permits	19,329	13,396	13,396	11,631	15,150	7,652
Plan Inspection Fees	146,808	113,743	113,743	68,177	68,177	63,339
Re Inspection Fees	625	475	475	425	525	187
Sign Permits	2,555	2,900	2,900	2,045	2,348	2,900
Alarm Permits	0	30,000	30,000	10,476	30,000	36,000
Banner Permit Fee	650	500	500	150	225	500
Animal Licenses	2,650	3,000	3,000	1,863	2,382	3,000
Electrical Licenses	8,190	7,700	7,700	6,650	7,700	7,700
Contractor's Licenses	1,500	0	0	11,000	11,000	0
Metricom Agreement	3,233	0	0	3,233	3,233	0
Licenses and Permits	\$535,128	\$463,829	\$463,829	\$304,439	\$389,251	\$276,506
FBI Grants	13,916	26,000	26,000	9,095	9,095	26,000
Bureau of Justice Grants	17,508	16,100	16,100	3,142	3,142	18,550
FEMA Grants	3,426,628	0	0	5,016,564	5,016,564	0
Homeland Security Grants	18,213	0	50,438	0	0	0
TX State Library Grants	13,505	13,505	13,505	13,124	13,124	0
Criminal Justice Divisor	44,188	42,800	42,800	22,983	22,983	50,000
Law Enforcement Training	5,298	5,298	6,169	5,375	5,375	4,505
Emergency Mgmt Division	62,943	46,078	46,078	0	0	0
TXDoT Grants	6,061	0	0	0	0	0
Local Governments - Harris Co.	45,592	0	0	0	0	0
FVFD	15,765	0	0	0	0	0
Bayou Vista	1,723	0	0	0	0	0
Friendswood ISD	90,775	52,800	52,800	48,682	48,682	48,681
Galveston Co Consol DD	6,693	0	0	177,940	177,940	0
Clear Creek ISD	18,485	17,730	17,730	14,397	14,397	14,397
Local - Wal-Mart	0	17,730	1,000	1,000	1,000	0
Intergovernmental Revenue	\$3,787,293	\$220,311	\$272,620	\$5,312,302	\$5,312,302	\$162,133
Platt Fees	24,500	20,000	20,000	9,100	11,400	11,400
Rezoning Fees	2,100	2,000	2,000	2,400	2,700	1,000
Board of Adjustment Fees	800	500	500	0	0	250
Zoning Compliance Cert	3,818	2,013	2,013	1,097	851	1,007
Bid Spec Documents	1,685	1,475	1,475	4,910	7,365	1,465
Animal Cntrl/Shelter Fees	4,896	6,177	6,177	6,593	8,922	5,638
Tabulation Services	2,360	1,623	1,623	0	0	2,410
Mowing Services	0	0	0	0	0	833
Swimming Pool Fees	16,676	17,430	17,430	13,417	17,194	15,785
Sports Complex Fees	5,553	5,970	5,970	16,663	17,090	17,090
Old City Park Fees	575	440	440	475	550	550
Stevenson Park Fees	0	630	630	0	466	500
Pavilion Fees	3,050	2,290	2,290	3,300	2,410	2,650

**Revenue Schedule
General Fund (001)**

Account Description	FY08 Actual	FY09 Adopted Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Gazebo Fees	790	950	950	925	813	1,000
Leavesley Park Fees	21,435	18,930	18,930	15,313	20,648	21,400
Activity Building Fee	1,088	1,870	1,870	0	1,888	1,750
City Adm Fee-Rec Programs	0	160	160	40	117	200
League Fees-Adult Sftball	14,687	22,390	22,390	20,838	20,030	20,030
Summer Day Camp	54,057	60,890	60,890	38,848	60,885	60,890
Aerobic Class Fees	2,933	2,790	2,790	1,340	2,732	2,730
Library Use Fees	3,012	3,960	3,960	0	3,911	0
Other Program Fees	5,594	4,280	4,280	1,683	2,815	3,000
July 1 Booth Fee	1,930	2,070	2,070	2,640	1,403	1,600
Fun Run Receipts/Donations	12,232	12,830	12,830	9,635	9,635	13,000
Lifeguard Cert Fees	0	350	350	0	347	350
July 4th Sponsorship	35	2,860	2,860	0	2,867	3,000
Charges for Services	\$183,806	\$194,878	\$194,878	\$149,217	\$197,039	\$189,528
Court Fines and Fees	4	0	0	0	0	0
Court Fines and Fees	773,037	840,800	840,800	609,449	777,656	765,991
Court Adm Fee (DDC)	17,993	27,000	27,000	9,220	11,684	11,510
Warrantless Arrest (AF)	32,653	38,100	38,100	21,241	27,371	26,961
Court Warrantless Arrest Fee (CAP)	106,076	58,550	58,550	75,877	101,524	100,002
Child Safety Fee	5,530	6,150	6,150	2,313	3,027	2,982
Court Traffic Fee (TFC)	15,367	17,775	17,775	8,685	11,198	11,030
Court Traffic Fee (LEOCE)	9	25	25	3	5	4
Security Fee	0	0	0	0	41	40
Harris Co. Child Safety	8,480	6,350	6,350	6,571	8,766	8,635
Court Adm Fees	3,564	2,150	2,150	2,457	3,216	3,168
Court 10% TP	4,555	3,400	3,400	3,526	4,667	4,597
Court 40% TP	18,279	15,575	15,575	14,122	18,632	18,352
Jury Fee \$3	6	0	0	3	5	4
Technology Fund	0	0	0	0	57	56
State Traffic	7,037	9,950	9,950	4,285	5,472	5,390
Cons Court Cost	42,745	50,400	50,400	29,577	44,366	43,700
State DOT Court Fine	6,592	3,775	3,775	13,596	17,919	17,650
Court Collection Receipts	20,270	0	0	45,507	61,664	60,739
Expunge Case Revenue	90	0	0	30	45	44
Library	44,800	42,000	42,000	37,324	44,322	44,196
Mowing Lien Revenues	1,510	2,200	2,200	0	0	0
Fines	\$1,108,597	\$1,124,200	\$1,124,200	\$883,786	\$1,141,637	\$1,125,051
Investments	240,308	153,637	153,637	38,832	48,224	58,300
Texpool	69,863	78,524	78,524	10,734	13,330	15,200
Lone Star Invest Pool	58,584	65,495	65,495	12,342	15,327	17,300
MBIA	96,107	109,744	109,744	11,363	14,111	15,900
Checking Accounts	41,106	48,123	48,123	8,121	10,085	11,500
Liens	424	565	565	631	784	950
Marking Invest to Market	(38,818)	0	0	0	0	0
Interest Revenues	\$467,574	\$456,088	\$456,088	\$82,023	\$101,862	\$119,150
Miscellaneous Receipts	19,013	0	325	1,465	1,546	0
National Bicycle Registry	0	0	0	0	0	0
Administrative Fees	664	0	0	498	526	0
Refuse Administrative Fee	136,961	133,700	133,700	103,214	108,948	133,700
Miscellaneous Receipts	4,464	7,000	7,404	1,650	1,742	2,500
Return Check Fee	225	250	250	415	438	500
Suspense Account	0	0	0	0	0	0
Reimbursements	5,868	0	1,297	9,567	10,099	0
Insurance	18,580	0	4,192	9,270	9,785	0
PY Insurance Reimburse	44,525	16,963	16,963	93,921	99,139	0
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	3,503	3,700	3,700	2,596	2,740	3,200
Vending Proceeds	4,052	0	2,378	3,015	3,183	3,600
Concession Stand Agreement	975	0	0	237	250	0
Library Copier	0	0	0	0	0	0
Donations	30,920	17,920	31,671	31,465	33,213	20,000

**Revenue Schedule
General Fund (001)**

Account Description	FY08 Actual	FY09 Adopted Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Mowing Vacant Lots	0	0	0	2,135	2,254	0
Tower Rental Fee	32,426	27,957	27,957	22,009	23,232	33,100
Miscellaneous Receipts	\$302,176	\$207,490	\$229,837	\$281,457	\$297,094	\$196,600
Trsf from Court Security Fund	0	49,099	49,099	0	49,099	0
Park Dedication Fund	6,570	186,750	186,750	186,750	186,750	50,000
Hazard Mitigation Fund	0	0	0	0	0	0
Tax Debt Service Fund	0	0	0	0	0	0
Playground Fund	0	0	0	0	191	0
Trsf from W/S Oper Fund	986,016	1,001,655	1,001,655	751,241	1,001,655	1,052,198
Sale of Fixed Assets	200	0	0	0	0	0
Sale of City Property	22,400	0	0	0	0	0
Capital Leases	0	0	0	293,633	293,633	0
Transfer from Fund Balance	0	0	0	0	0	367,959
Other Financing Sources	\$1,015,186	\$1,237,504	\$1,237,504	\$1,231,624	\$1,531,328	\$1,470,157
GENERAL FUND TOTAL	\$23,393,098	\$20,450,549	\$20,525,205	\$22,765,514	\$26,115,185	\$20,438,171

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Seized Revenues-Federal	\$2,760	\$33,242	\$33,242	\$634	\$24,392	\$24,400
Other	0	0	0	0	0	0
Intergovt'l Revenue	\$2,760	\$33,242	\$33,242	\$634	\$24,392	\$24,400
Investments	(\$19)	\$44	\$44	(\$124)	\$0	\$0
Texpool	17	29	29	(32)	0	0
Lone Star Invest Pool	14	24	24	(29)	0	0
MBIA	24	39	39	(33)	0	0
Checking Accounts	13	20	20	(31)	0	0
Interest Revenues	\$49	\$156	\$156	(\$249)	\$0	\$0
Police Seizure Federal	\$2,809	\$33,398	\$33,398	\$385	\$24,392	\$24,400

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
State	\$0	\$0	\$0	\$6,098	\$6,098	\$0
Seized Revenues- County	10,960	0	0	2,118	2,118	8,300
Intergovernmental Revenues	\$10,960	\$0	\$0	\$8,216	\$8,216	\$8,300
Investments	\$357	\$223	\$223	\$70	\$100	\$100
TexPool	94	101	101	25	100	100
Lone Star Invest Pool	79	84	84	27	100	100
MBIA	129	141	141	27	100	100
Checking Accounts	56	63	63	22	68	100
Interest Revenues	\$715	\$612	\$612	\$171	\$468	\$500
Police Seizure State	\$11,675	\$612	\$612	\$8,387	\$8,684	\$8,800

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Investments	\$593	\$235	\$235	\$226	\$302	\$300
TexPool	166	175	175	50	\$67	100
Lone Star Invest Pool	142	148	148	51	\$68	100
MBIA	230	251	251	53	\$70	50
Checking Accounts	110	123	123	48	\$64	50
Interest Revenues	\$1,241	\$932	\$932	\$428	\$571	\$600
Insurance	\$0	\$0	\$0	\$0	\$0	\$0
Donations	234,615	186,585	186,585	163,986	239,151	242,000
Miscellaneous Receipts	\$234,615	\$186,585	\$186,585	\$163,986	\$239,151	\$242,000
Sale of Fixed Assets	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0
Fire/EMS Donation Fund	\$235,856	\$187,517	\$187,517	\$164,414	\$239,722	\$242,600

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Court Technology Fees	\$30,473	\$33,200	\$38,223	\$20,064	\$26,752	\$27,000
Court Technology Fees	\$30,473	\$33,200	\$38,223	\$20,064	\$26,752	\$27,000
Building Security Fees	\$22,832	\$24,900	\$24,900	\$15,035	\$20,047	\$20,100
Court Security Fees	\$22,832	\$24,900	\$24,900	\$15,035	\$20,047	\$20,100
Court Technology/Security Fund	\$53,305	\$58,100	\$63,123	\$35,099	\$46,799	\$47,100

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Neighborhood Parks	\$1,248	\$0	\$0	\$53,072	\$53,072	\$0
Community Parks	54,300	50,000	50,000	51,000	54,300	54,300
Miscellaneous Receipts	\$55,548	\$50,000	\$50,000	\$104,072	\$107,372	\$54,300
Investments	\$6,046	\$3,577	\$3,577	\$1,925	\$3,084	\$3,100
TexPool	1,698	1,819	1,819	547	747	750
Lone Star Invest Pool	1,418	1,507	1,507	590	790	790
MBIA	2,291	2,499	2,499	582	782	785
Checking Accounts	1,045	1,182	1,182	472	672	675
Interest Revenues	\$12,498	\$10,584	\$10,584	\$4,116	\$6,075	\$6,100
Park Land Dedication Fund	\$68,046	\$60,584	\$60,584	\$108,188	\$113,447	\$60,400

**Revenue Schedule
Playground Equipment (165)**

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Investments	\$0	\$0	\$0	\$0	\$0	\$0
Texpool	0	0	0	0	0	0
Lone Star Invest Pool	0	0	0	0	0	0
MBIA	0	0	0	0	0	0
Checking Accounts	0	0	0	0	0	0
Interest Revenues	\$0	\$0	\$0	\$0	\$0	\$0
Donations	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Receipts	\$0	\$0	\$0	\$0	\$0	\$0
Playground Equipment	\$0	\$0	\$0	\$0	\$0	\$0

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Current Property Taxes	\$1,574,902	\$1,569,525	\$1,569,525	\$1,576,103	\$1,651,103	\$1,817,167
Delinquent Property Taxes	20,979	0	0	0	0	50,000
P & I - Property Taxes	17,054	0	0	0	0	0
Taxes	\$1,612,935	\$1,569,525	\$1,569,525	\$1,576,103	\$1,651,103	\$1,867,167
Investments	\$40,342	\$24,828	\$24,828	\$12,372	\$15,954	\$17,911
TexPool	11,206	12,476	12,476	2,880	3,714	4,169
Lone Star Invest Pool	9,511	10,555	10,555	3,095	3,991	4,481
MBIA	15,561	17,631	17,631	3,090	3,985	4,473
Checking Accounts	7,042	8,222	8,222	2,739	3,532	3,965
Marking Invest to Market	(7,394)	0	0	0	0	0
Interest Revenues	\$76,268	\$73,712	\$73,712	\$24,176	\$31,176	\$35,000
Tax Debt Service Fund	\$1,689,203	\$1,643,237	\$1,643,237	\$1,600,279	\$1,682,279	\$1,902,167

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Investments	\$812	\$0	\$0	\$0	\$0	\$0
TexPool	717	0	0	0	0	0
Lone Star Invest Pool	593	0	0	0	0	0
MBIA	930	0	0	0	0	0
Checking Accounts	532	0	0	0	0	0
Transfer from General Fund	0	0	0	0	0	0
Interest Revenues	\$3,584	\$0	\$0	\$0	\$0	\$0
2003 GO Bond Fund	\$3,584	\$0	\$0	\$0	\$0	\$0

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Investments	(\$1,822)	\$0	\$0	\$0	\$0	\$0
TexPool	(669)	0	0	0	0	0
Lone Star Invest Pool	(664)	0	0	0	0	0
MBIA	(1,069)	0	0	0	0	0
MBIA 2005 Bond Fund Int	81,357	0	0	2,340	2,540	0
Checking Accounts	(882)	0	0	0	0	0
Interest Revenues	\$76,251	\$0	\$0	\$2,340	\$2,540	\$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	\$78,794	\$0	\$0	\$2,340	\$2,540	\$0

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Investments	\$551	\$345	\$345	\$159	\$400	\$400
TexPool	162	179	179	46	50	50
Lone Star Invest Pool	136	148	148	49	50	50
MBIA	219	244	244	49	50	50
Checking Accounts	101	116	116	40	50	50
Interest Revenues	\$1,169	\$1,032	\$1,032	\$343	\$600	\$600
1776 Park Trust Fund	\$1,169	\$1,032	\$1,032	\$343	\$600	\$600

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Single Fmly Res	\$3,495,775	\$3,802,844	\$3,802,844	\$2,751,235	\$4,821,494	\$4,319,635
Single Commercial	168,854	190,952	190,952	147,678	239,346	193,344
Multi Fmly Res	282,130	315,680	315,680	248,312	428,317	364,227
Multi Commercial	50,134	70,870	70,870	51,448	85,181	66,034
Sprinkler Only	297,203	278,522	278,522	229,113	449,698	368,226
Other	44,188	52,844	52,844	38,005	60,175	53,574
Single Fmly Res	3,028,475	3,289,157	3,289,157	2,364,555	4,084,815	3,593,649
Single Commercial	117,788	122,296	122,296	112,753	177,340	149,435
Multi Fmly Res	260,437	301,304	301,304	221,142	383,382	96,874
Multi Commercial	46,084	54,483	54,483	44,584	73,638	52,353
Other	35,294	64,802	64,802	30,106	47,749	45,030
Charges for Services	\$7,826,362	\$8,543,754	\$8,543,754	\$6,238,931	\$10,851,135	\$9,302,381
Investments	\$91,816	\$18,000	\$18,000	\$22,539	\$30,052	\$20,000
TexPool	33,241	27,000	27,000	6,769	9,025	10,000
Lone Star Invest Pool	27,906	15,000	15,000	7,297	9,728	10,000
MBIA	45,005	30,000	30,000	7,279	9,706	10,000
Checking Accounts	22,966	6,000	6,000	5,907	7,876	7,000
Marking Investment to Market	(15,404)	0	0	0	0	0
Interest Revenues	\$205,530	\$96,000	\$96,000	\$49,791	\$66,387	\$57,000
Rents (Forest Bend HOA Bldg.)	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Receipts	19	0	0	0	0	0
Disconnect/Reconnect Fee	157,382	150,080	150,080	141,693	192,412	195,000
Disconnect/Reconnect Fee	14,650	15,500	15,500	13,550	16,000	16,000
Tampering Fee	40	200	200	495	500	500
Miscellaneous Receipts	28,568	2,000	2,000	2,358	2,978	3,000
Return Check Fee	1,275	1,200	1,200	1,215	1,693	1,500
Insurance	0	0	0	0	0	0
Water Meters	39,730	30,000	30,000	29,085	35,000	35,000
Reserves	0	0	0	0	0	0
Sale of City Property	0	0	0	0	0	0
Transfer from General Fund	5,000	0	0	0	0	0
Miscellaneous Receipts	\$246,664	\$198,980	\$198,980	\$188,396	\$248,583	\$251,000
Water and Sewer Fund	\$8,278,556	\$8,838,734	\$8,838,734	\$6,477,118	\$11,166,105	\$9,610,381

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
TexPool	(\$543)	\$0	\$0	\$40	\$40	\$0
Lone Star Invest Pool	(457)	0	0	50	50	0
MBIA	(837)	0	0	44	44	0
MBIA 2006 Rev Bonds	281,848	0	0	23,487	23,487	0
Checking Accounts	(325)	0	0	45	45	0
Interest Revenues	\$279,686	\$0	\$0	\$23,666	\$23,666	\$0
Developer Contributions	\$1,875	\$0	\$0	\$0	\$0	\$0
Miscellaneous Receipts	\$1,875	\$0	\$0	\$0	\$0	\$0
Transfer from WS Rev Debt	\$3,500,000	\$0	\$250,000	\$250,000	\$250,000	\$0
Other Financing Sources	\$3,500,000	\$0	\$250,000	\$250,000	\$250,000	\$0
2006 W/S Bond Constr Fund	\$3,781,561	\$0	\$250,000	\$273,666	\$273,666	\$0

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
CW Water Impact Fees-2003	367,048	283,800	283,800	87,720	87,720	0
CW Impact Fees 2008	0	0	0	64,715	105,393	184,900
Charges for Services	\$367,048	\$283,800	\$283,800	\$152,435	\$193,113	\$184,900
Investments	\$897	\$200	\$200	\$145	\$100	\$100
TexPool	308	200	200	66	100	100
Lone Star Invest Pool	270	200	200	60	100	100
MBIA	441	200	200	71	100	100
Checking Accounts	234	200	200	64	100	100
Interest Revenues	\$2,150	\$1,000	\$1,000	\$406	\$500	\$500
Miscellaneous Receipts	\$0	\$0	\$0	\$0	\$0	\$0
Water CIP/Impact Fee Fund	\$369,198	\$284,800	\$284,800	\$152,841	\$193,613	\$185,400

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
CW Sewer Impact Fees-2003	\$187,598	\$145,050	\$145,050	\$45,279	\$45,279	\$0
CW Impact Fees 2008	0	0	0	42,570	70,950	129,000
Charges for Services	\$187,598	\$145,050	\$145,050	\$87,849	\$116,229	\$129,000
Investments	\$539	\$200	\$200	\$163	\$100	\$100
TexPool	173	200	200	56	100	100
Lone Star Invest Pool	152	200	200	53	100	100
MBIA	245	200	200	58	100	100
Checking Accounts	136	200	200	49	100	100
Interest Revenues	\$1,245	\$1,000	\$1,000	\$379	\$500	\$500
Miscellaneous Receipts	\$0	\$0	\$0	\$0	\$0	\$0
Sewer CIP/Impact Fee Fund	\$188,843	\$146,050	\$146,050	\$88,228	\$116,729	\$129,500

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Investments	(\$860)	\$1,500	\$1,500	\$2,961	\$4,822	\$2,000
TexPool	(1,284)	1,500	1,500	450	550	1,000
Lone Star Invest Pool	(1,018)	1,500	1,500	522	625	1,000
MBIA	46,944	15,500	15,500	488	600	1,000
Checking Accounts	(638)	0	0	527	0	0
Interest Revenues	\$43,144	\$20,000	\$20,000	\$4,948	\$6,597	\$5,000
Trans From W/S Fund	\$1,567,781	\$2,139,934	\$2,139,934	\$1,604,950	\$1,319,040	\$2,374,515
Trans From 2006 Bond	417,450	0	0	0	0	0
Water CIP/Impact Fee Fund	370,817	283,800	283,800	162,822	151,725	0
Sewer CIP/Impact Fee Fund	184,696	145,050	145,050	105,556	96,700	0
Other Financing Sources	\$2,540,744	\$2,568,784	\$2,568,784	\$1,873,328	\$1,567,465	\$2,374,515
W/S Revenue Debt Fund	\$2,583,888	\$2,588,784	\$2,588,784	\$1,878,276	\$1,574,062	\$2,379,515

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

Account Description	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 Actual 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
Investments	\$6,310	\$1,976	\$1,976	\$2,654	\$3,540	\$3,567
TexPool	1,606	1,181	1,181	740	982	982
Checking Accounts	983	783	783	636	851	851
Interest Revenues	\$8,899	\$3,940	\$3,940	\$4,030	\$5,373	\$5,400
Lease Revenues	\$316,651	\$317,051	\$317,051	\$239,119	\$317,051	\$317,051
Insurance	7,491	0	0	0	0	0
Lease Revenues	\$324,142	\$317,051	\$317,051	\$239,119	\$317,051	\$317,051
Sale of Fixed Assets	\$9,344	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$9,344	\$0	\$0	\$0	\$0	\$0
Vehicle Replacement Plan	\$342,385	\$320,991	\$320,991	\$243,149	\$322,424	\$322,451

Appendix E
General and Administrative Transfers

Transfers to Other Funds

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
GENERAL FUND						
Water and Sewer Operation	5,000	0	0	0	0	0
COURT BLD'G SECURITY/TECHNOLOGY FUND						
General Fund	0	49,099	49,099	0	0	0
PARK DEDICATION FUND						
General Fund	6,570	186,750	186,750	186,750	186,750	50,000
PARK PLAYGROUND FUND						
General Fund	0	0	0	0	191	0
WATER AND SEWER OPERATION FUND						
General Fund	986,016	1,001,655	1,001,655	751,241	1,001,655	1,052,198
2006 WS Bond Fund	3,500,000	0	250,000	250,000	250,000	0
Water and Sewer Revenue Debt Fund	1,567,781	2,139,934	2,139,934	1,604,950	1,319,040	2,374,015
Total	\$ 6,053,797	\$ 3,141,589	\$ 3,391,589	\$ 2,606,191	\$ 2,570,695	\$ 3,426,213
WATER CIP/IMPACT FEE FUND						
Water and Sewer Revenue Debt Fund	370,816	283,800	283,800	162,822	151,725	0
SEWER CIP/IMPACT FEE FUND						
Water and Sewer Revenue Debt Fund	184,696	145,050	145,050	105,556	96,700	0
WATER AND SEWER BOND FUND						
2006 WS Bond Fund	417,450	0	0	0	0	0
Total Transfers To Other Funds	\$7,038,329	\$3,806,288	\$4,056,288	\$3,061,319	\$3,006,061	\$3,476,213

Transfers from Other Funds

	FY08 Actual	FY09 Original Budget	FY09 Amended Budget	FY09 YTD 6/30/09	FY09 Year End Estimate	FY10 Adopted Budget
GENERAL FUND						
Park Dedication Fund	6,570	186,750	186,750	186,750	186,750	50,000
Playground Fund	0	0	0	0	191	0
Court Bld'g Security/Technology Fund	0	49,099	49,099	0	0	0
Water and Sewer Operation Fund	986,016	1,001,655	1,001,655	751,241	1,001,655	1,052,198
Total	992,586	1,237,504	1,237,504	937,991	1,188,596	1,102,198
WATER AND SEWER OPERATION FUND						
General Fund	5,000	0	0	0	0	0
Total	5,000	0	0	0	0	0
WATER AND SEWER REVENUE DEBT FUND						
Water and Sewer Operation Fund	1,567,781	2,139,934	2,139,934	1,604,950	1,319,040	2,374,015
Water CIP/Impact Fee Fund	370,816	283,800	283,800	162,822	151,725	0
Sewer CIP/Impact Fee Fund	184,696	145,050	145,050	105,556	96,700	0
2006 WS Bond Fund	417,450	0	0	0	0	0
Total	2,540,743	2,568,784	2,568,784	1,873,328	1,567,465	2,374,015
WATER AND SEWER BOND FUND						
Water and Sewer Operation Fund	3,500,000	0	250,000	250,000	250,000	0
Total Transfers From Other Funds	\$7,038,329	\$3,806,288	\$4,056,288	\$3,061,319	\$3,006,061	\$3,476,213

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
GPM	Gallons Per Minute
I&I	Infiltration and inflow
I&S	Interest and Sinking (portion of tax rate used for debt retirement)
LEOSE	Law Enforcement Officer Standards and Education
M&CC	Mayor and City Council
M&O	Maintenance and Operations (portion of tax rate used for general operations)
PD	Police Department
PEG	Public Educational Governmental
PSB	Public Safety Building
PW	Public Works
SAN	Storage Area Network
SETCIC	Southwest Texas Crime Information Center
VOCA	Victims of Crimes Act
VRP	Vehicle Replacement Fund
VRP	Vehicle Replacement Plan
W&S	Water and Sewer
ZZB	Zero Based Budgeting (revenues and expenditures net to zero)