



FISCAL YEAR
2016-2017

City of League City, Texas

Proposed Budget



CITY OF LEAGUE CITY, TEXAS



FY2016-2017 Proposed Budget October 1, 2016 through September 30, 2017

The following language is required by the State of Texas Budget Law, Section 102.005 of the Local Government Code.

“This budget will raise more total property taxes than last year’s budget by \$3,400,000 or 9.5%, and of that amount \$1,700,000 is tax revenue to be raised from new property added to the tax roll this year.”

July 11, 2016

www.leaguecity.com

City of League City **ORGANIZATIONAL VALUES**

Promote Trust and Accountability

The City of League City is committed to public accountability through transparency, effective communication and active citizen involvement. Organizational activities will promote full disclosure and open, honest communication with the community, public officials and employees.

Plan Responsibility and Act Decisively

The City of League City recognizes that a sustainable future requires actions based upon sound planning. Planning must ensure demand-driven resource acquisition, continuous strengthening of available resources, and the effective and efficient implementation of adopted plans.

Maintain “World Class” Customer Service

The City of League City is committed to maintaining both a governing body and professional staff that recognizes, anticipates, and proactively responds to the needs of citizens. This requires a progressive and dynamic organizational culture that delivers “world class” customer service, is results oriented and incorporates innovation and technology to foster the most prudent use of public resources.

Promote a “Healthy” Community

The City of League City is focused on a future of physical and fiscal health and wellness that strives for balance and diversity in being an exceptional place to live, work, play, shop and gather. In doing so, the city will take a responsible, strategic approach to growth, economic development, infrastructure and major investments.



City of League City, Texas

City Council



Dan Becker
Council Position 1



Pat Hallisey
Mayor



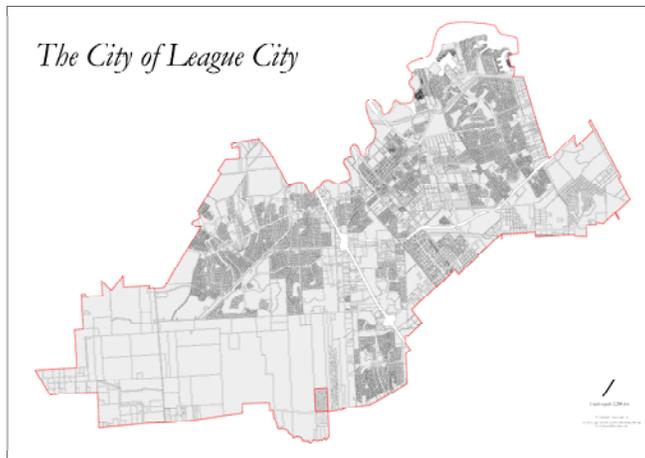
Todd Kinsey
Mayor Pro Tem
Council Position 4



Hank Dugie
Council Position 2



Heidi Hansing
Council Position 3



Geri Bentley
Council Position 5



Keith Gross
Council Position 6



Nick Long
Council Position 7

ROADMAP TO THE FUTURE



SHORT TERM (0-3 Years)



Economic Development

- Develop industrial/commercial mix
- Partnerships- public, private and other orgs (Rotary, Chamber, non-profits)
- City as a destination
- Infrastructure in place to accommodate visitors
- Biotech, UTMB (developers)
- Waterfront development
- Make it an easier place to do business
- Implement quarter cent sales tax - dedicated economic development fund
- Planned growth
- Attract corporate HQ



Development of central historic/business district

- Revitalizing main street
- Enforcing historic standards
- Street scaping
- Promote pedestrian safety environment / speed limits
- Preserve historic identity
- Appropriate mix of businesses
- Ghirardi House



Debt Management



Community Facilities Master Plan

- Library
 - Digital Library on west side of League City
 - Library expansion/parking -west side branch
- Fire Stations
- Animal Shelter
 - Storage expansion, New shelter
- Parks
 - Update master plan, Expand recreational facilities - west side, West side sports facility, Continued support of hike and bike trails, Land bank for the future
- Traffic
 - Ramp reversal, Time lights starting with busiest, Proactive planning, More efficient means of transportation, Logic to street names

Mid Term (4-6 Years)



- Appearances
- Landscaping, irrigation, appeal
- Beautification (including entryway signs)
- Code enforcement - grass cutting
- Diversify Water Supply Sources
- Great Public Safety
- Improve drainage issues
- Update codes and ordinances
- Community Gathering Place
- Amphitheater



Long Term (7-10 Years)

- Making League City a tourist destination
- Expansion of recreational facilities
- Establish sense of place- who are we?
 - Amenities
- Junior College District
- Enhanced communication to residents
 - Flowcharts for permitting process
- Nature preservation
 - Conservation

CITY OF LEAGUE CITY, TEXAS

PRINCIPAL OFFICIALS

CITY COUNCIL

Mayor	Pat Hallisey
Position 1	Dan Becker
Position 2	Hank Dugie
Position 3	Heidi Hansing
Position 4 - Mayor ProTem	Todd Kinsey
Position 5	Geri Bentley
Position 6	Keith Gross
Position 7	Nick Long

CITY MANAGER

R. Mark Rohr

CITY SECRETARY

Diana Stapp

CITY ATTORNEY

Nghiem Doan

CITY AUDITOR

Michelle Tressler

DEPUTY CITY MANAGER, PUBLIC WORKS

John Baumgartner

ASSISTANT CITY MANAGER/ DIRECTOR OF FINANCE

Rebecca Underhill

POLICE CHIEF

Michael Kramm

FIRE CHIEF

Gary Warren

DIRECTOR OF COMMUNICATIONS AND MEDIA RELATIONS

Angel Lopez

DIRECTOR OF ECONOMIC DEVELOPMENT

Scott Livingston

DIRECTOR OF ENGINEERING

Earl Smith

DIRECTOR OF HUMAN RESOURCES AND CIVIL SERVICE

Queenell Fox

DIRECTOR OF INFORMATION TECHNOLOGY

Ryan Smith

DIRECTOR OF PARKS AND CULTURAL SERVICES

Chien Wei

DIRECTOR OF PLANNING AND DEVELOPMENT

Paul Menzies



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of League City

Texas

For the Fiscal Year Beginning

October 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of League City, Texas for its annual budget for the fiscal year beginning October 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



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Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017

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City Manager
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www.leaguecity.com

July 11, 2016

**Members of City Council
City of League City, Texas**

Transmitted herewith is the recommended budget for the City of League City for the fiscal year 2016-2017. It is the product of countless hours of staff time, meeting together as a unit, to produce the action plan for the upcoming year that you have before you. To my knowledge, this marks the first budget document in the city's history incorporating both a comprehensive Capital Improvement Plan and a long-term vision for the city, embodied in the City's Roadmap to the Future. As such, the prioritized projects in the Roadmap have been infused into this effort. Although any budget is obviously, by its nature, a document with a short-term time horizon, it is imperative that we review it with an eye on the long term, if we are to appreciably impact League City's future.

The total recommended budget for the 2016-2017 year is \$192,231,715. This compares to an amended budget for the current fiscal year of \$176,048,088. It is always best to use caution in making direct comparisons in a fund accounting reporting system. However, the difference between the current FY2016 amended budget and the FY2017 proposed budget is \$16,183,627. The amount of appropriations exceeding last year's, is attributed to the \$10,000,000 additional funding for capital projects to reinvest in the City's aging infrastructure. The \$10,000,000 additional funding increases the total budget by \$20,000,000, as the expense is reflected in the General Fund as a \$10,000,000 transfer to the CIP fund and in the Capital Budget \$10,000,000 (refer to the citywide fund summary for details on page 23). This increase in funding is provided by maintaining the current ad valorem tax rate of \$0.5735, utilizing the increased fees and sales taxes that were brought forward in the revenue study, and by a utilization of \$3.7 million in general fund balance.

Departmental new requests totaled over \$4.8 million and with cuts through the Assistant City Manager's and my own review, items were selected as part of the proposed budget based on priority and available funding. Major new initiatives include a total of 8 additional positions as follows:

- Communications Specialist to enhance dialog with citizens through television programming and other venues



- Convention and Visitors Bureau Administrator funded through hotel occupancy tax revenue
- Purchasing Buyer and a Parks Maintenance Worker
- 2 Police Lieutenants (with 1 additional police vehicle)
- 1 Police Officer to support the Gulf Region Information and Dispatch (GRID) System with funding provided primarily by the 12 participating law enforcement agencies
- 1 Engineer Project Manager to assist in the implementation of the enhanced Capital Improvement Project infrastructure reinvestment initiative

This budget also includes a new fire pumper (\$600,000), night time staffing for the Fire Department (\$141,333) designed to enhance the safety of the City's residents, additional equipment for communications efforts funded with Public Access funds (\$165,380), a comprehensive salary and job classification study (\$100,000), a 2% merit raise for employees (\$551,000) and a new part-time prosecutor, which will be offset with an equal reduction in outside litigation counsel for a net zero impact to the budget.

As far as the outlook on the economy is concerned, as of the writing of this letter, I see nothing on the horizon to indicate a significant change over what we have experienced over the last year. The 2016 first quarter GDP on a national level rose 0.9 percent. Estimates for the second quarter GDP have recently indicated a positive 2.5 percent rise. As of June 7, the price of crude oil was above \$50/barrel. The State of Texas' unemployment rate had risen slightly in April of 2016 to 4.4 % as compared to a national rate of 5%.

Housing starts in League City got off to a slow start in 2016, approximately 20% lower than the previous year. That trend abruptly reversed itself in May of 2016 when 113 residential construction permits were filed. Sales tax numbers were over 14% over the prior year as of April of 2016, evidencing green shoots being produced from our new economic development strategy. As always, the three legged stool and the leakage reports indicate the need for economic development to be our number one priority for the foreseeable future. That is the only way for future budgets and CIP projects to be adequately funded.

The FY2017 Capital Budget represents \$67,790,707 of investment in League City's infrastructure, municipal facilities renewal, and parks. As mentioned previously in this letter, \$10,000,000 in additional funding for reinvestment in the City's aging infrastructure has been included in the FY2017 Capital Budget. The 5 year Capital Improvement Plans (CIP) advanced in the past did not contain a complete approach to the City's capital needs. This initiative is budgeted as follows:

- Sidewalk repair and replacement - \$1,000,000



- Street reconstruction and drainage improvements - \$2,990,000
- Stormwater improvements – \$3,010,000
- Asphalt road rehabilitation - \$2,773,500
- Facilities reinvestment - \$300,000

The streets and the transportation program totals \$13.3 million of the FY2017 Capital Budget and includes the following projects:

Calder Road (\$886,581) This reconstruction project from south of Ervin Street to League City Parkway and is a joint project with Galveston County with an estimated total project budget of \$13 million. This project converts Calder Road from an open ditch rural roadway to a three lane (two travel lanes with a center turn lane) concrete-curb and gutter roadway with enclosed storm sewer. These improvements are needed in order to move anticipated north-south minor arterial traffic between League City Parkway and FM 517 and provide additional access to and from commercial properties lying between Calder Road and IH45, south of League City Parkway.

Five Corners Realignment (\$2,792,748) This project requires FY 2017 funding for construction, with an estimated total project cost of \$8.7 million. The City anticipates approximately \$1.88 million of TxDOT funds in FY 2017. The project reduces the turning movements through this acute-angled intersection, as it extends from FM 518 across FM 2094 and rejoins FM 270 on the north side of the intersection.

Butler/Turner Improvements (\$311,900) In conjunction with the improvements along Calder Road from Ervin to Turner, improvements need to be made to Turner from Calder to Butler, the intersection of Turner and Butler, and to Butler from just south of Turner to League City Parkway. These improvements include the widening of Turner to three lanes, thus matching the lane configuration of Calder, the installation of a roundabout at the intersection of Turner and Butler will enhance the intersection efficiency, and to widen Butler to provide for the appropriate lane configuration needed at the intersection of Butler and League City Parkway. Right of way will be required along all three roadways for a total estimated cost of \$3.12 million.

South Shore Boulevard at League City Parkway Intersection Improvements (\$681,000) During the 2016 fiscal year Council approved staff moving forward with the South Shore Boulevard at League City Parkway intersection enhancements to address the chronic congestion experienced during peak hour and on weekends. The improvements will include auxiliary left and right turns on all approaches. The improvements are anticipated to make the intersection 20 to 25 percent more efficient. This should reduce delay and enhance driver satisfaction.



Traffic System Improvements (\$670,000) This budget includes construction of a new traffic signal at the intersection of FM 270 at Austin St and the rebuild of the FM 518 at Park Avenue signal.

HGAC/TIP Design Project (\$808,881) This is the final design of the North Landing Extension. Construction of this new roadway is detailed next.

North Landing Extension (\$3,506,250) In FY 2017 the purchase of right-of-way for approximately 1.7 miles of four-lane, urban divided boulevard will be funded from this budget. This project has an estimated construction cost of \$34.8 million. Another \$6.7 million is programmed in FY 2018 for additional right-of-way and environmental clearance. The North Landing Extension will provide much needed relief to the congested area along FM 518, just west of I 45.

TxDOT FM646 Widening (\$125,000) This project will fund the pavers installed along FM646 by TxDOT.

Right-of-way Purchase (\$25,000) The purchase of future right-of-way as needed.

SH 96 Corridor Traffic Study (\$150,000) This project will study the FM 270 corridor from 5 Corners to FM 646 and the SH 96 corridor from I 45 to SH 146 for targeted improvements in traffic flow and areas prone to congestion. The study will explore the traffic flow at intersections, the possibility of adding right turn lanes, and overall travel times for potential improvements with an estimated construction cost.

Ervin/Hobbs Connector (\$3,240,000) Funding of \$3.24 million in FY2017 is for the purchase of right-of-way. This project will consist of design and construction of Ervin from Calder Road to the proposed Hobbs Road extension (approximately 1,500 feet) and the extension of Hobbs Road from its current southern terminus to the proposed Ervin extension (approximately 3,000 feet). This phase includes Ervin as a two concrete roadway with curb and gutter. Hobbs Road will be a four lane divided concrete roadway with curb and gutter. Right of Way will be required on both Hobbs Road (100 feet) and Ervin (90-100 feet). Ultimately, Ervin will be four lanes concrete roadway with curb and gutter and will extend to Brookport. Total estimated project cost is \$9.2 million.

The Drainage programs totals \$1.2 million of the FY2017 Capital Budget and includes:

Shellside Stormwater Management System (\$924,667) Funding in FY2017 is for the purchase of the final parcels of land required. The project consists of constructing a major detention facility to drain a targeted area in the Shellside neighborhood by storm sewer pipes and roadside ditches, as well as construction of an outfall channel. Improvements will result in transference of stormwater in this area from the Dickinson Bayou Watershed into the Clear Creek Watershed.



This project will include land acquisition, including the space needed for construction of a detention facility.

Genco Canal (\$300,000) Funding in FY2017 is for the design and installation of a water recirculation / aeration system.

The Police program includes \$650,000 for the design of a 19,000 square foot Animal Shelter. This project will have total budget of \$7.5 million.

The Fire program includes the Public Safety Annex Station 6 (\$495,650) for FY 2017. Funding is for the design of an additional Fire Station in the Southeast portion of the City. The facility will support 24-hour operations and includes living quarters for six (four fire fighters and two paramedics/EMTs), three bays, and a pumper.

Municipal facilities program represents \$1,896,268 of the FY2017 Capital Budget and includes:

Limited renovation at 500 & 600 W. Walker (\$350,543) provides funding to complete the transition of the facility from a police station to a public-friendly environment for developers and builders looking to invest in the community. This facility is becoming the land management building that houses Building/Code Compliance, Planning, Engineering, and Project Management Offices. Included in Phase 2 is funding to address building envelope issues including the roof. After the completion of 500 W Walker, remaining funds will be used at 600 W Walker to create a small business development center.

Land Purchase for City Initiatives will be used to purchase land for the future needs of the City, including the expansion of the Public Works facility as we grow toward build-out to include stacking areas for materials, equipment storage, and maintenance.

Also included in the FY 2017 Capital Budget is \$2.5 million for Parks projects, with major projects as follows:

The Parks Facilities Renewal (\$155,266) is an annual project to replace and/or upgrade Park facilities for energy efficiency and beautification. Of the \$155,266 for FY2017, \$22,000 is planned for replacement of pool mechanical parts and to repaint the recreation center concrete tilt wall exterior of the Hometown Heroes Park, \$111,000 for improvements at the Municipal Pool on Walker along with improvements and general maintenance items at various City parks, and the remaining \$22,266 is programmed for upgrades at the Skate Park.



Sportsplex Entrance (\$400,000) Funding in FY2017 is for the construction of a right turn lane into the existing entrance off SH96 and possible right-of-way that may be required. This project will help to alleviate the on-going congestion and access issues at the Chester L. Davis Sportsplex.

TxDOT FM 518 Bypass Hike & Bike (\$1,335,791) consists of a 10-foot wide multi-use path that is 2.4 miles in length. The construction of this project will be managed by TxDOT and utilize Federal Grant Funds that total approximately 40% of construction cost. The trail is located around Clear Creek High School and along FM 270.

2012 Hike & Bike, Phase 1 (\$240,000) is for design of the League City Parkway Trail (Hometown Heroes to Pipeline), the South Shore Boulevard Trail, and the Tall Grass Prairie Trail.

The Downtown Revitalization project totals \$5.9 million of the FY2017 Capital Budget and includes the utility relocations, drainage improvements, water feature, additional parking, lighting, sidewalks, and trails.

The FY2017 Capital Budget allocates \$31.5 million for the investment in water and wastewater projects. Major projects for these programs include:

60-Inch Water Line to Replace 42-Inch Line on SH 3 (\$3,600,000) This City of Houston project allows for the design and construction of 47,500 linear feet of 60-inch Water Line Along Old Galveston Road to replace the current 42-inch line from the Southeast Water Purification Plant (SEWPP) on SH 3. Funding in FY 2017 provides for land acquisition, with construction anticipated in FY 2018 or FY 2019. The City's estimated portion of the total project cost is \$43.8 million.

36-Inch Water Line - SH 3 to South Shore Harbour Booster Station (\$12,281,459) The funding in FY2017 is for the purchase of right-of-way and the construction of 17,000 feet of 36-inch waterline that will connect SH 3 booster station with the South Shore booster station.

Annual Water System Improvements (\$1,677,500) Funding in FY2017 is for improvements to the Calder Road 1 million gallon ground storage tank including interior coating, leak prevention, and structural repairs. Improvements to the Dickinson Avenue booster pump station include a new generator and added pump capacity by reusing the former South Shore Harbour pumps to maximize use as an emergency water distribution facility. Also included are improvements to waterlines along Main Street and Park Avenue.

Waterline Upgrades and Replacement (\$2,000,000) This project is an annual program consisting of the engineering, evaluation, and strategic replacement of water distribution lines identified as priorities throughout the City.



Southeast Service Area Trunks (\$2,708,003) This project provides trunk lines to serve the east side development and redundant supply to the proposed new East Side Elevated. Project includes for a total of approximately 18,000 linear feet of 24" line and system appurtenances. This will complete the south loop to South Shore Boulevard running north to FM 646. The main East-West section of the 24-inch line will run along FM 646 from FM 270 to South Shore Boulevard, a length of approximately 10,500 LF.

Force Main Upgrade from Bay Colony Lift Station to Ervin St (\$1,422,400) This construction project will upgrade 8,700 linear feet of 10" Force Main to 12" Force Main from Bay Colony 14-15 Lift Station to Ervin Street.

Dallas Salmon Effluent Discharge Improvements (\$4,038,000) This project consists of structural modifications to the existing effluent discharge structure and the installation of approximately 1,500 feet of 84-inch concrete conduit from the Dallas Salmon Wastewater Treatment Plant discharge structure, following the perimeter of the fire training facility, continuing northwest along Kansas Street to the banks of Clear Creek. A substantial concrete structure will be constructed at the end of the line to withstand tidal, flood, stream flow, and associated bank erosion issues.

Sanitary Sewer Annual Rehabilitation (\$390,000) This project is an annual program consisting of the engineering evaluation and strategic rehabilitation of sanitary sewer systems as identified as priorities throughout the City. In FY2017, funding is to design a new segment to rehab in FY2018.

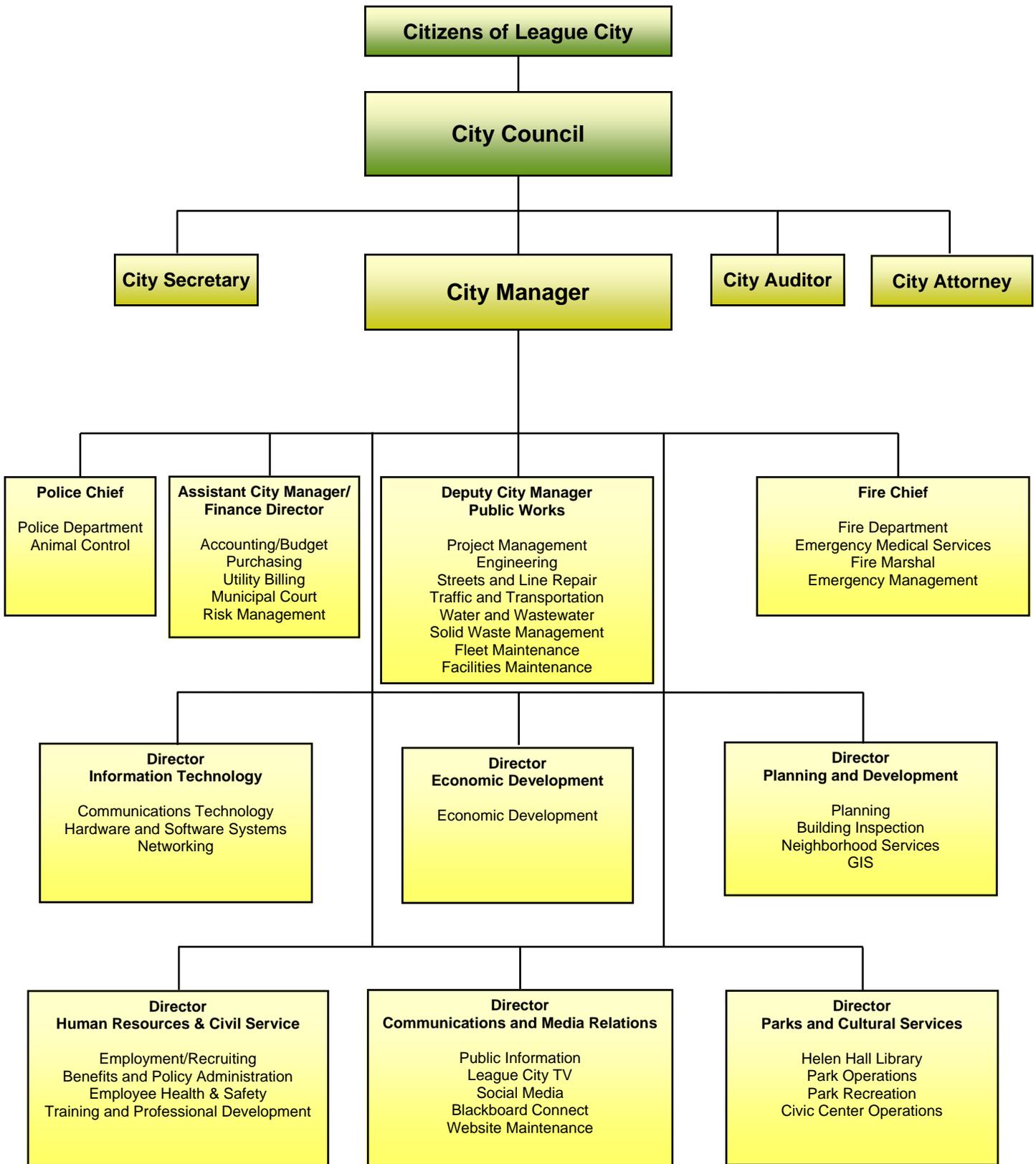
The only way to control our fate as a city and not have our challenges rule us, is to first recognize what those challenges are, diagnose what causes them, and to devise a proactive approach to address them. In that manner, we are able to script our future and we become determinants of our own municipal fate rather than victims of it. I believe this document is the first comprehensive step to address those challenges in order for us to leave a better city for those of us that will follow.

League City First,

A handwritten signature in black ink, appearing to read "R. Mark Rohr".

R. Mark Rohr

City of League City Organizational Chart



HOW TO USE THIS BUDGET DOCUMENT A READER'S GUIDE

The City of League City Budget Document provides comprehensive information about city policies, goals, objectives, financial structure, operations, and an organizational framework for the City. It provides the reader with estimates of revenue or resources available, and appropriations, or expenditures for the Fiscal Year 2016-2017.

This budget document includes mission statements, summaries, accomplishments, objectives, and staffing levels for each department. This document also summarizes the expenditures by category, directorate, and fund.

BUDGET FORMAT

The document is divided into 10 sections: Introduction, Summaries, General Fund, Debt Service Fund, Utility Fund, Special Revenue Funds, Internal Service Funds, Capital Improvement Plan, Financial Policies, and the Appendices.

The Introduction Section includes the budget message, which explains the major policies and issues along with the budget process and long range plans for the city. It also includes the citywide organizational chart, a reader's guide on how to use this document, City of League City information, budget-fund structure and relationship, budget information and the budget schedule.

The Summary Section contains various summaries of the budget, and explanations of the economic assumptions behind the budget. The city budget is organized into funds. Each fund is a separate accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities, residual equities, and the changes therein are segregated and recorded.

The next three sections are the Fund Sections and are organized as follows: fund summary, statement of revenues, and expenditures by directorate and department. The Debt Service Fund section includes the fund summary and scheduled payments for outstanding debt.

The Special Revenue Funds section consists of designated revenues. These revenues can only be used for specific purposes, some of which are mandated by state or federal regulations and/or laws.

The Capital Improvement section is derived from the five year CIP plan proposed to City Council.

The Financial Policies section includes long standing financial policies and practices enforced by the city relating to various financial aspects of City operations.

The Appendices section includes reference items such as the basis of accounting and budgeting with a glossary of terms. This section also includes the General Fund Revenue Detail, Utility Fund Revenue Detail, Utility Fund Payment to General Fund, and the City of League City Authorized Positions. Also included is the Long Range Financial Forecast for revenue and expenditures along with the CDBG and 4B Corporation proposed budgets.

If you need additional information you may contact the Assistant City Manager or Budget Office at 281-554-1000.



*As Galveston County's largest city ...League City
is rich in longhorn and oak tree history.*

Establishing League City - For more than a hundred years following 1854, Willis Butler and his descendants ran cattle on the vast salt grass prairies of northern Galveston County. In the early 1870s, Willis Butler's son George Washington established the Butler Ranch on the site of present-day League City. In the 1920s, his son Milby Butler began a program to save the dying breed of Texas longhorns. His work led to the development of a distinctive sub-breed of cattle—the Butler Longhorn—which are now raised across the nation. It all began right here in League City. Col. George Washington Butler born in 1845, father of Milby Butler, built his first home east of the G.H. & H railroad in League City, which operated the fastest trains on American soil. G. W. Butler had vision enough not to stand in the way of urban growth. In the early 1890s, during the heart of a cattle market slump, he encouraged a Galveston investor John Charles League to buy property and establish a town. Soon the little community had a school, post office, depot, general stores, and a saloon. Its first settlers raised cattle or became small-acreage farmers. Fair weather and good land attracted people from around the world. Italian families arrived in the 1920s and began raising vegetables to supply markets at Galveston and Houston. League City's key location along several rail routes insured its future. The cattle ranches, citrus, fruit and vegetable farms began to prosper and growth continued, making League City an attractive place to live.

The Live Oaks of League City - Although little evidence remains of the historic Butler Ranch, the beautiful live oak trees that line the streets of League City serve as an important link to the past. The Butler family brought acorns from Louisiana in 1854 and planted them at their home sites. In 1872, George Washington Butler placed trees around his ranch headquarters, and in the early 1900s, he and his son Milby Butler helped to set out trees along the streets of League City. Today these century-old majestic trees bear testimony to the heritage and vision of the Butler family.

League City Today - The City of League City is located near the Texas Gulf Coast, just 20 miles south east of Houston in northern Galveston County and the southernmost part of Harris County. The city is situated on the south shore of Clear Lake and directly on Interstate Highway 45 (Gulf Freeway). The city has a population of approximately 100,053 and encompasses an area of 55 square miles. The major sectors of the area's economic base include aerospace (NASA), petrochemicals, health care, upscale commercial, boating and visitor attractions. Although League City lies within the Houston metropolitan area, League City distinguishes itself within the region demographically. The household income levels and education profiles are well above the average for the Houston area and the Clear Creek Independent School District is the 29th largest school district in Texas, out of 1,031 districts with three high schools ranked among the top high schools in the nation by U.S. News and World Reports.

DEMOGRAPHIC PROFILE

100,053

Population

35.7

Median Age

\$91,548

Median Household Income

3.2

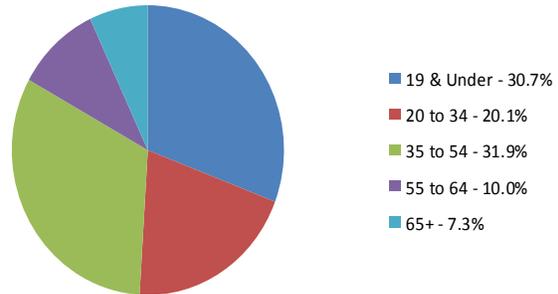
Average Family Size

35,647

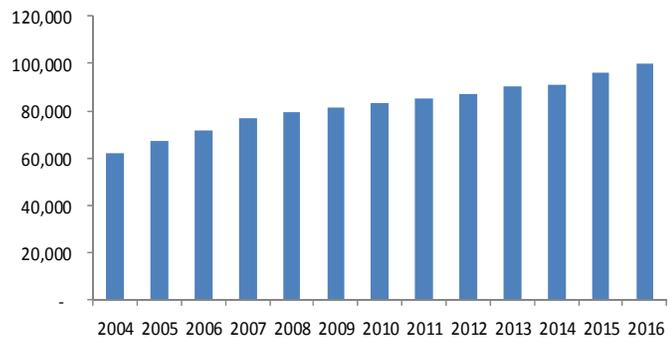
Total Housing Units

Source: Census Bureau

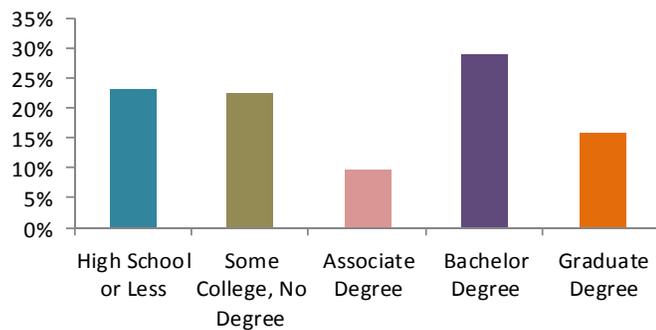
Population by Age



Population



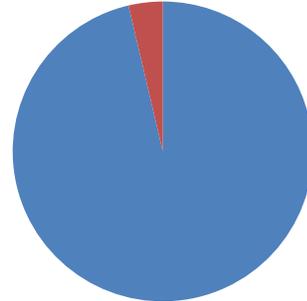
Educational Attainment



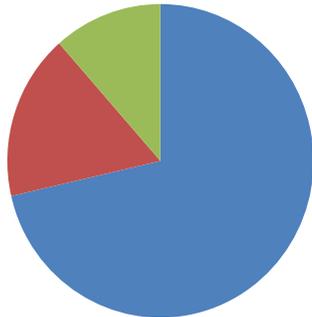
ECONOMIC PROFILE

Employment Status

- Employed
- Unemployed



Class of Worker



- White Collar
- Blue Collar
- Services

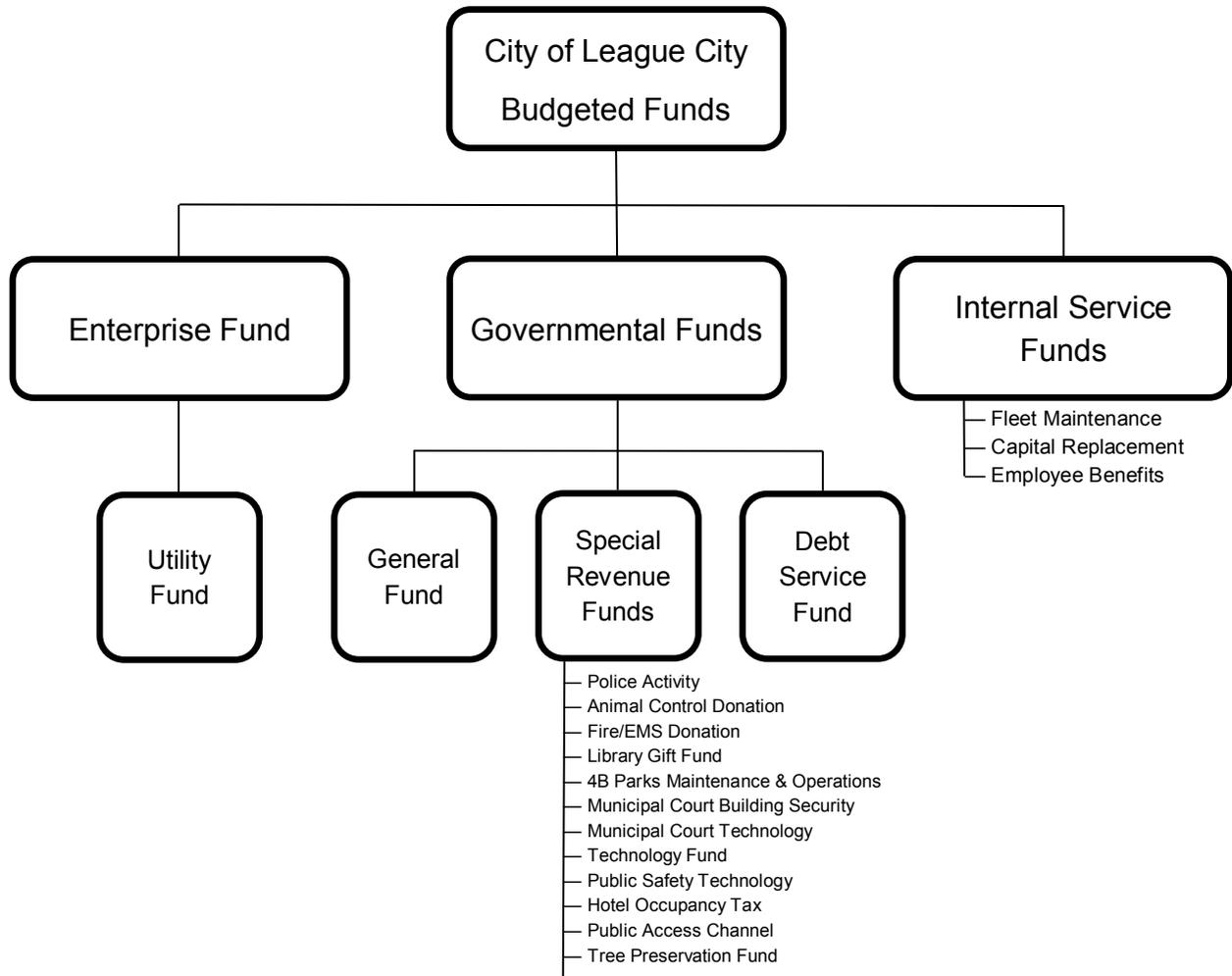
Principal Employers

Employer	Estimated Employees
Clear Creek Independent School District	5,830
American National Insurance Company	707
HEB	640
Kroger	624
City of League City	528
WALMART	495
Devereux Texas Treatment Network	250
INEOS	243
Harbourview Care Center	220
South Shore Harbour Resort	200

Principal Property Tax Payers (2015)

Property Tax Payer	% of Total Assessed Valuation
Komatsu America Corporation	1.86%
Texas-New Mexico Power Company	0.59%
Inland America LC Victory Lakes	0.54%
American National Insurance Company	0.43%
Excel League City LLC	0.38%
Sunstone Broadstone LP	0.36%
GS Beacon Lakes LP	0.33%
Amalfi Tuscan Lake Investors LLC	0.30%
Fairways at South Shore LTD	0.29%
GS Haven South Shore LP	0.29%

BUDGET FUND STRUCTURE



FUND DESCRIPTIONS:

General Fund — Accounts for all financial resources of the general operations except for those required to be accounted for in another fund. The General Fund generates the majority of its revenues from taxes, charges for services and franchise fees.

Debt Service Fund — Used for the payment of principal and interest on debt issued by the City as well as other fees associated with the issuance of debt.

Enterprise Utility Fund — Used to account for the provision of water service to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including administration, maintenance, operations, and debt service.

Special Revenue Funds — Used to account for proceeds of specific revenue sources or legally restricted funds.

Internal Service Funds — Used to account for operations that are financed by users of the fund.

DEPARTMENT/FUND RELATIONSHIP

Department	General Fund	Utility Fund	Debt Service Fund	Special Revenue Funds	Internal Service Funds
City Council	√				
City Manager	√			√	
City Secretary	√				
City Attorney	√				
City Auditor	√				
Information Technology	√			√	
Communications Office	√				
Human Resources/Civil Services	√				
Non-Departmental	√	√			
Accounting and Financial Planning	√				
Municipal Court	√			√	
Purchasing	√				
Police	√			√	
Animal Control	√			√	
Fire Department	√			√	
Fire Marshal	√				
Emergency Medical Services	√			√	
Emergency Management	√			√	
Public Works Administration	√				
Engineering	√				
Streets and Traffic	√				
Facilities Maintenance	√				
Solid Waste	√				
Planning	√				
Building	√				
Neighborhood Services	√				
Economic Development	√			√	
Library	√			√	
Civic Center Operations	√				
Park Operations	√			√	
Park Recreation	√			√	
Utility Billing		√			
Water		√			
Wastewater		√			
Line Repair		√			
Debt Service		√	√		
Fleet Maintenance					√
Capital Replacement Fund					√
Employee Benefit Fund					√

FY 2016-2017 BUDGETARY INFORMATION

Budgetary Basis of Accounting

Budgets for the General, Special Revenue and Debt Service funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). The budgetary basis of accounting is different than the basis of accounting for auditing purposes. We do not budget for component units that are accounted for in the Comprehensive Annual Financial Report (CAFR).

General Budget Policies

The budget for the City shall present a complete financial plan for the ensuing fiscal year. It shall set forth all proposed expenditures for administration, operation and maintenance of all departments and agencies of the City for which appropriations are required to be made or taxes levied by the City. The budget shall also include (1) the revenues and expenses of the water and sewer system, and such system may be shown in the budget as a self-supporting enterprise; (2) all expenditures for capital projects to be undertaken or executed during the fiscal year; and (3) all deficits from prior fiscal years. In addition, the budget shall set forth the anticipated income and other means of financing the total proposed expenditures of the city government for the fiscal year.

Budget Process

The budget process starts many months before the adoption of the annual budget. The budget process begins with Mayor and Council setting the goals for the year and continues with the estimate of revenues and expenditures for the current fiscal year, and the estimation of ending fund balances for the current year. These steps help us to determine what our current resources will be for the coming year so that we may appropriately allocate those resources to the various departments and/or capital improvement projects.

In May and June of each year, the departments and agencies of the city shall transmit estimates of their budgetary requirements to the City Manager. The Council may revise, alter, increase or decrease the items of the budget, provided that when it shall increase the total proposed expenditures, it shall also increase the total anticipated revenue so that the total means of financing the budget shall at least equal in the amount to the aggregated proposed expenditures. When the Council shall make such changes, it shall issue a statement setting forth clearly its action in the budget. At least ten days before the beginning of the fiscal year, the Council shall approve the budget plan and shall enact the appropriation ordinance. As soon thereafter as possible, the Council shall pass the tax levy ordinance and other such ordinances as may be required to make the budget effective. See the "Budget Schedule" for all dates related to the budget process.

Legal Level of Control

The legal level of control is at the department/function level for the General Fund and Utility Fund. Debt Service and Special Revenue funds legal level of control is at the total fund level. However, modifications to the budget may be made by the Council through transfers of any unencumbered appropriation balance or portion thereof from one office, department or agency to another, at any time. The City Manager shall have the authority, without Council approval, to transfer appropriation balances from one expenditure account to another within a single office, department, or agency.

No money shall be drawn from the treasury of the city, nor shall any obligation for the expenditure of the money be incurred, except in the pursuance of the annual appropriation ordinance or of such ordinance when changed as authorized by the Charter. At the close of each fiscal year any unencumbered balance of an appropriation shall revert to the fund from which appropriated and shall be subject to re-appropriation; but appropriations may be made by the Council, to be paid out of the income of the current year, in furtherance of improvements or other objects or works which will not be completed within such year, and any such appropriation shall continue in force until the purpose

for which it was made shall have been accomplished or abandoned. The City does not prepare budget for the component units of the City.

Budget Amendments

Once adopted, the budget can only be amended by subsequent City Council action. Modifications to the budget may be made by the Council through transfers of any unencumbered appropriation balance or portion thereof from one office, department or agency to another, at any time. The City Manager shall have the authority, without council approval, to transfer appropriation balances from one expenditure account to another within a single office, department, or agency. Budget amendments are presented to Council as needed each quarter in conjunction with the quarterly financial reports.

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FY 2016-2017 Proposed Budget Schedule

March

- Budget Kick-off Meeting with City Manager and distribution of budget schedule and instructions provided to departments on FY2016 year-end estimates and FY2017 budget requests.

April

- FY 2017-2021 Long Range Financial Forecast presented to City Council

May

- Department meetings with Budget Office staff and Assistant City Manager - Director of Finance

June

- Department meetings with City Manager and Assistant City Manager – Finance Director to review budget
- Present 4B Corporation and 4B Maintenance & Operations FY 2017 proposed budget and 5-year plan Board for adoption

July

- Deliver FY 2016-2017 Proposed Budget to City Council and file with City Secretary for Public inspection
- Council Budget Work Sessions
- Deliver FY 2017-2021 Proposed Capital Improvement Plan to City Council
- Set public hearing date on FY 2016-2017 Budget

August

- Council Budget Work Session – Capital Improvement Program
- Public hearing on FY 2016-2017 Budget
- First reading on FY 2016-2017 budget ordinance

September

- Second and final reading on FY 2016-2017 budget ordinance and ratify property tax increase

October

- Adopt property tax rate



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FY 2016-2017 PROPOSED BUDGET CITYWIDE SUMMARY

Overview

The \$192.23 million FY 2016-2017 Adopted Budget includes \$124.44 million for expenditure on City services and \$67.79 million for capital projects. [Note: The Adopted Budget is a document specifically required by State law that of necessity includes some transfers among City funds that therefore represent double counting of the same items. Examples include the appropriation of fund balance for one-time CIP items that end up in both parts of the FY Proposed Budget.]

Funding for operating budgets is increased by \$14.4 million from the FY 2016 Amended Budget of \$110 million. Funding for CIP projects increased (\$1.7 million) which includes an additional \$10.07 million in cash funding from operations for capital projects. New items for the FY 2017 budget include funding for 2% salary increases effective January 1, 2017 (\$551,000), eight (8) full time positions were added in the FY 2017 Adopted Budget; two (2) Police Lieutenants positions, one (1) police officer to support the Gulf Region Information and Dispatch (GRID) System (funded primarily by the twelve participating law enforcement agencies), a Communications Specialist (Communications), Convention and Visitors Bureau Administrator (funded through hotel occupancy tax revenue); Engineer – Project Manager (Engineering), Purchasing Buyer (Purchasing) and Parks Maintenance Worker (Parks Operations).

This budget also includes a new fire pumper (\$600,000), night time staffing for the Fire Department (\$141,333) designed to enhance the safety of the City's residents, additional equipment for communications efforts funded with Public Access funds (\$165,380), a comprehensive salary and job classification study (\$100,000), and a new part-time prosecutor, which will be offset with an equal reduction in outside litigation counsel for a net zero impact to the budget.

Total City operating revenue is \$121.5 million, \$10 million more than is estimated to be collected in FY 2016 reflecting strong economic times causing growth in League City. The Proposed Budget maintains the tax rate to \$0.5735 per \$100 valuation. Utility revenue is estimated at the new rates adopted by Council November 1, 2015. The increase for a full year at the new rates is \$407,500. Due to the continuing rainy weather which will cause water sales to decline, an increase for population growth has not been added.

General Fund

The Proposed Budget for the City's largest fund, the General Fund, is \$74.94 million, which is \$12.7 million or 20% more than the FY 2016 Amended Budget. The growth in the FY 2017 budget is primarily due to the increase in cash funding for capital projects (an additional \$10.07 million), funding for economic development incentive agreements (\$269,250), a 2% merit increase effective January 1 (\$470,473), 7 additional positions (\$602,230), 2 additional vehicles (\$102,935), and 1 new Bobcat Skid-Steer for the Street department (\$71,610). There is also new breathing packs for the Fire department (\$156,303), funding for Fire night-time staffing (\$141,333), Knox Key retention devices (\$24,000), additional funding for bunker gear cleaning and repairs due to new regulations (\$17,500), and increased funding for the capital replacement fund (\$150,000). Funding for a compensation study (\$100,000), anticipated separation pay due to retirements (\$230,000) and \$378,000 increase in Information Technology including implementation training for the new financial system (\$125,000), and pro-rated annual maintenance for the new financial system (\$95,000), and

Microsoft licensing (\$157,000).

Proposed General Fund revenue is based on the overall property tax rate of \$0.5735. The Proposed General Fund budget will utilize \$3.7 million of fund balance. The FY 2017 ending fund balance for the General Fund is projected at \$20.9 million or 124.3 days of operating expenses.

Debt Service Fund

The Debt Service Fund's FY 2017 Proposed Budget for expenditures is \$11.3 million, a \$482,700 increase from FY 2016. The projected FY 2017 ending fund balance of \$4.64 million is \$280,500 higher than the FY 2016 amended budget ending fund balance. The adopted property tax rate for debt service is \$0.165 compared with last year's \$0.1725 per \$100 of taxable value.

Utility Fund

The FY 2017 Proposed Budget for the Utility Fund is \$34.77 million, including operations, debt service for bonds used to build water and wastewater projects, and appropriation of fund balance for cash funding of capital projects. This is \$1.67 million more than the FY 2016 Amended Budget, or a 5% increase. \$1 million of this adopted increase is due to cash funding provided for capital projects and \$436,234 is due to increased debt service. The balance of the increased budget is due to merit increase, addition of Sensus Analytics Software upgrades and enhancements project, increase in water purchases, increase in wastewater overtime, one-time wastewater system purchases such as pumps, valves, blowers, grinder and transformer.

As the City Council adopted rate adjustments effective November 1, 2015, the projected system revenue is \$398,500 more than the FY 2016 Amended Budget. The estimated revenue is based on a more normal weather year, and the new rates for a full year.

The Utility Fund is expected to end FY 2017 with a \$9.77 million fund balance, \$4.55 million of which fulfills the financial policy requirement of 90 days of operating expenses. In addition, the Utility Debt Service Reserve Fund is expected to end FY 2017 with a balance of \$7.36 million; \$5.29 million more than the reserve bond requirement.

Special Revenue Funds

Special revenue funds provide the means to document and demonstrate that legally dedicated revenue is being used for its required statutory purpose. Total spending in the FY 2017 Proposed Budget for the Special Revenue Funds is \$3.44 million which is \$178,600 less than is estimated to be spent in FY 2016. The majority of the FY 2017 expenses can be attributable to a rapid DNA machine (\$150,000) and vehicle printers (\$50,000) from the police activities funds and additional equipment from the Public Access Channel fund (\$150,000).

Internal Service Funds

Revenue and expenditures in the Internal Service Funds are not shown as a part of the total operating budget because they are financed through payments made by the General and Utility funds for vehicle maintenance and replacements. The Fund balances, however, are considered a

part of the City's operating fund reserves. A detailed listing of planned vehicle replacement is included in the Capital Replacement Fund budget. The Employee Benefit Fund was established in FY 2015 to account for the cost associated with the City's employee health insurance program. The primary revenue source is payments from the City departments, employees and retirees for health insurance coverage.

Capital Budget

The FY 2017 Proposed Capital Budget includes \$36.28 million for tax supported projects and \$31.51 million for revenue supported projects. This is \$1.75 million more than last year's Amended Capital Budget. For additional detail on the Capital Budget, please refer to the 'Capital Improvement Plan' section of this document.

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**FY 2016-2017 PROPOSED BUDGET
FUND SUMMARY BY YEAR**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
BEGINNING FUND BALANCE				
General Fund	\$ 16,343,349	\$ 22,440,090	\$ 22,440,090	\$ 24,704,022
Debt Service Fund	2,861,858	4,114,446	4,114,446	4,411,119
Utility Fund	14,493,913	7,301,538	7,301,538	9,305,727
Special Revenue Funds	4,349,477	4,356,321	4,356,321	3,732,949
TOTAL	38,048,597	38,212,393	38,212,393	42,153,815
REVENUE				
General Fund	61,445,634	62,318,127	63,379,290	71,247,223
Debt Service Fund	12,282,323	11,047,112	11,176,000	11,513,695
Utility Fund	28,735,842	34,843,300	34,003,500	35,241,800
Special Revenue Funds	2,573,591	2,805,353	2,994,612	3,341,311
TOTAL	105,037,390	111,013,892	111,553,402	121,344,029
EXPENDITURES				
General Fund	55,348,894	62,239,192	61,115,358	74,943,248
Debt Service Fund	11,029,735	10,801,253	10,879,327	11,283,966
Utility Fund	30,618,166	33,106,013	31,999,311	34,774,416
Special Revenue Funds	2,566,748	3,863,180	3,617,984	3,439,378
TOTAL	99,563,544	110,009,638	107,611,980	124,441,008
REVENUES OVER/(UNDER) EXPENDITURES				
General Fund	6,096,741	78,935	2,263,932	(3,696,025)
Debt Service Fund	1,252,588	245,859	296,673	229,729
Utility Fund	(1,882,324)	1,737,287	2,004,189	467,384
Special Revenue Funds	6,843	(1,057,827)	(623,372)	(98,067)
TOTAL	5,473,846	1,004,254	3,941,422	(3,096,979)
ENDING FUND BALANCE				
General Fund	22,440,090	22,519,025	24,704,022	21,007,997
Debt Service Fund	4,114,446	4,360,305	4,411,119	4,640,848
Utility Fund	7,301,538	9,038,825	9,305,727	9,773,111
Special Revenue Funds	4,356,320	3,298,494	3,732,949	3,634,882
SUBTOTAL	38,212,392	39,216,647	42,153,815	39,056,836
OTHER FUNDS ENDING FUND BALANCE				
Utility Debt Service Fund	7,983,584	7,983,584	6,755,592	7,355,040
Internal Service Funds	4,538,207	5,906,386	6,544,293	7,162,732
SUBTOTAL	12,521,791	13,889,970	13,299,885	14,517,772
TOTAL WITH OTHER FUND BALANCE	\$ 50,734,183	\$ 53,106,617	\$ 55,453,700	\$ 53,574,608

OPERATING AND CAPITAL BUDGET SUMMARY

	FY 2016 AMENDED BUDGET	FY 2017 PROPOSED BUDGET
OPERATING BUDGET	110,009,638	124,441,008
CAPITAL BUDGET	66,038,450	67,790,707
GRAND TOTAL	\$ 176,048,088	\$ 192,231,715



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LONG RANGE FINANCIAL FORECAST ECONOMIC OUTLOOK

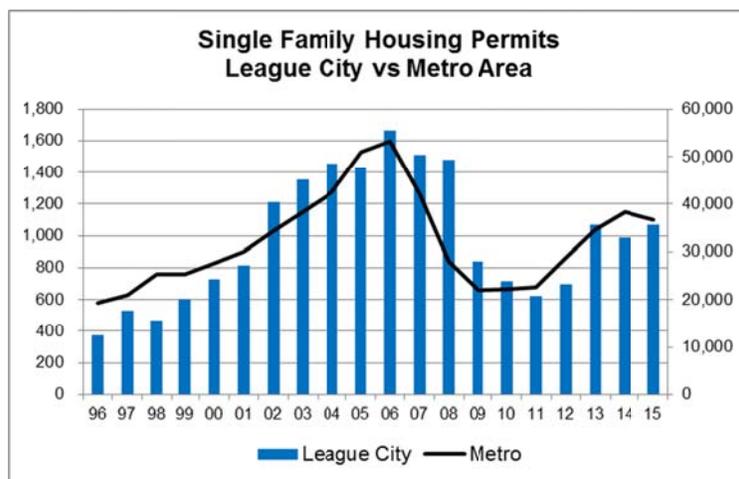
Economic Overview

League City, like the region, has been characterized by steady long-term growth. As reported in prior forecasts, Texas and the Houston metropolitan area have fared better in recent decades during recessions than the rest of the country. This is due to the strong, reasonably priced housing sector and vibrant diverse economy that while dominated by energy is balanced with medical, technology, and aerospace industries. League City is considered a highly attractive location to families and businesses alike. In 2016, League City is continuing to see new construction of all types of property. Locally, the downturn in oil prices and the accompanying impact on jobs in that sector will likely have an impact on League City.

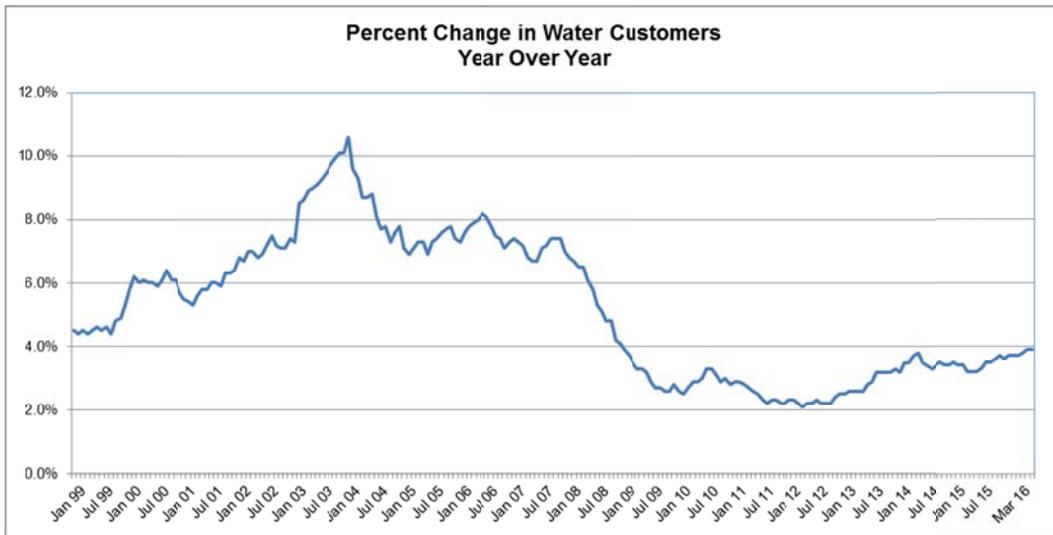
The League City Economy

League City’s population grew from 45,400 in 2000 to 83,560 in 2010 according to the U.S Census, and is currently estimated to be 100,053 in 2016. This rapid growth is illustrated by the rapid growth in single family housing units in the middle of the previous decade (see graph on the next page). As a result of this residential growth, local retail stores had major additions in the Interstate 45/SH 646 corridor adding jobs to our workforce and attracted commerce to the City from travelers on Interstate 45. The areas on either side of the freeway immediately next to the I45/SH 646 intersection are continuing to develop with restaurants, offices and commercial development planned or underway, including a major expansion by UTMB of its facilities on the east side of I45. The Pinnacle Park project at I45 and Big League Dreams Parkway is underway including the grand opening of Cabela’s with additional retail development expected to follow.

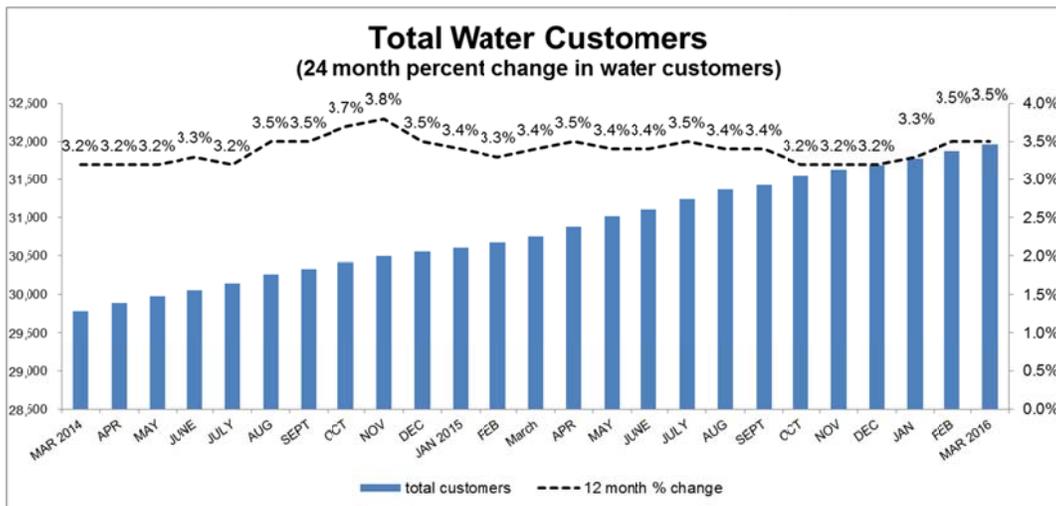
The number of new single family homes has been a major indicator of growth in League City that underscores the population increase between 2000 and 2010. In January 2016, League City’s population is estimated at 100,053, supported by two key indicators: single family housing starts and new water customers. League City’s new home construction has followed the Houston regional trend closely as demonstrated in the graph on the next page. In 2015, 1,068 new single family homes were permitted by the City.



The growth in water customers seen below paralleled League City’s growth in housing units and population over the last two years. As of March, 2016, League City has 3.9% more water customers than it did a year before.



As of March, 2016 the City had 31,965 water customers, 1,211 more than March 2015. The chart below again represents the steady growth that we have experienced over the last 24 months.



Major new developments in the entertainment district east of I45 along Walker, in the Pinnacle Park area, in the River Bend area at Clear Creek and I45, as well as on SH 96 east of SH 3 are expected to build out during the forecast period. The combined effect on the taxable property rolls cannot be gauged yet, but the cumulative effect could be between 3% and as much as 10% of the current tax roll. This forecast assumes a conservative, 3% annual growth rate.

General Economic Outlook for FY 2017 and Beyond

The economic outlook for the Forecast is based on strong local and regional growth for the balance of 2016 and consistent growth thereafter. This assumption is applied to population, water customers and new home construction. The major new real estate developments mentioned in the previous sections are not a part of the forecast assumptions because of the uncertainty associated with the timing of construction schedules.

Additional information pulled from the FY 2017-2021 Long Range Financial Forecast regarding Revenue and Expenditure projections are included in the Appendices section of this document.

**FY2016-2017 PROPOSED BUDGET
REVENUE OVERVIEW**

Total Revenues

The FY 2017 Proposed Budget includes \$121.5 million in anticipated revenue, which is 9% more than is estimated to be received in FY 2016. Interfund transfers are not included in this total or in the table below as it would overstate the City's external revenue. Interfund transfers are considered part of the total Proposed Budget that includes all funds budgeted in support of operations for FY 2017. (See discussion of interfund transfers at the end of this "Revenue Overview.")

**CITYWIDE OPERATING BUDGET REVENUES
(\$Thousands)**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET	FY17 VS FY16 EST	TOTAL
Property Tax	\$36,407	\$36,245	\$36,650	\$39,876	8.8%	33.7%
Water & Wastewater Sales	\$27,248	\$33,385	\$32,697	\$33,792	3.4%	28.6%
Sales Tax	\$14,924	\$15,540	\$16,383	\$20,038	22.3%	17.0%
Franchise & Mixed Drink Taxes	\$6,055	\$6,090	\$5,912	\$5,694	-3.7%	4.8%
Charges for Services	\$8,240	\$8,236	\$8,348	\$8,950	7.2%	7.6%
Fines and Forfeits	\$1,983	\$1,951	\$2,014	\$2,006	-0.4%	1.7%
License and Permits	\$3,315	\$3,106	\$2,753	\$4,264	54.9%	3.6%
Miscellaneous	\$1,614	\$1,381	\$1,557	\$1,739	11.7%	1.5%
Intergovernmental Proceeds	\$1,494	\$1,549	\$1,652	\$1,693	2.5%	1.4%
Investment Earnings	\$61	\$57	\$160	\$153	-3.9%	0.1%
TOTAL REVENUE	101,341	107,538	108,125	118,206	8.5%	100%

The City's three largest revenue sources, property taxes, water and wastewater revenue, and sales taxes, provide \$93.7 million, or seventy-nine percent of total revenue. FY 2016 revenues are estimated to total \$586,800 more than budgeted as of the end of FY 2016.

Property Taxes

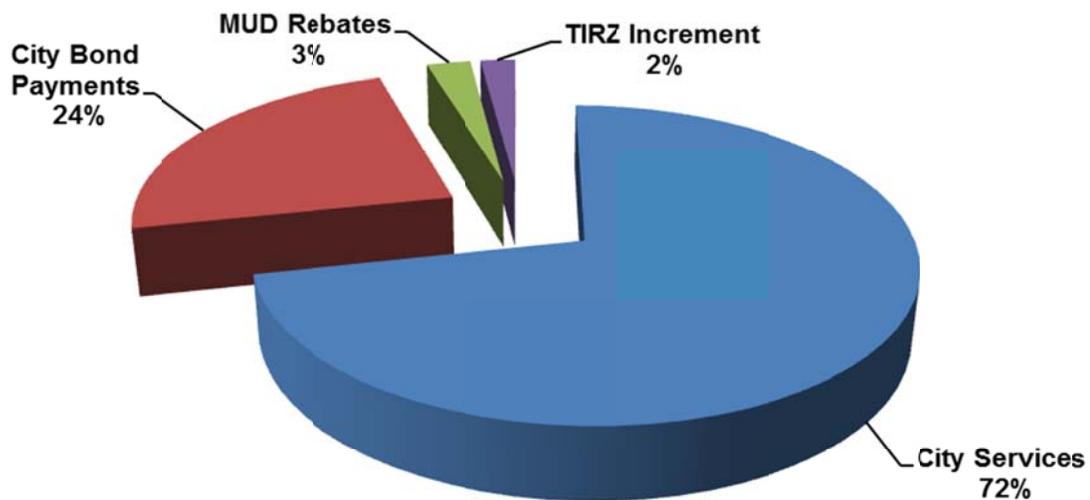
The FY 2017 Proposed Budget is based on a property tax rate of \$0.5735 per \$100 of taxable value, with \$0.4085 for maintenance and operations (the General Fund) and \$0.165 for interest and sinking fund (General Debt Service Fund). This is the same rate as FY 2016 with a shift in the rate split which increases the general fund portion by \$0.007508 with the same decrease to the general debt service rate.

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<u>Fiscal Year</u>	<u>General Fund Rate</u>	<u>Debt Service Rate</u>	<u>Total Tax Rate</u>	<u>Homestead Exemption</u>
2010	\$ 0.40887	\$ 0.22113	\$ 0.6300	10%
2011	\$ 0.39673	\$ 0.21927	\$ 0.6160	10%
2012	\$ 0.35000	\$ 0.22500	\$ 0.5750	10%
2013	\$ 0.37500	\$ 0.22200	\$ 0.5970	10%
2014	\$ 0.38000	\$ 0.21700	\$ 0.5970	12%
2015	\$ 0.40021	\$ 0.19679	\$ 0.5970	14%
2016	\$ 0.40099	\$ 0.17250	\$ 0.5735	20%
2017	\$ 0.40850	\$ 0.16500	\$ 0.5735	20%

It is important to understand how and why property taxes are budgeted the way they are. The General Fund gets 65% of total property tax revenue to pay for City services (public safety, public works, parks and library). The General Debt Service Fund gets 25% of property tax revenue for payments of principal and interest on bonds issued by the City and bonds originally issued by MUD's but assumed by the City when the City dissolved those MUD's. The City passes through 7% of its property tax revenue to the City's three Tax Increment Revitalization Zones ("TIRZ's"), and the remaining 3% of property tax revenue is rebated to six Municipal Utility Districts ("MUD's") for debt service issued by the MUD's used originally to build City streets, water lines and sewers in those MUD's.

FY 2017 Property Taxes Where do they go?



Water and Wastewater Revenue

The FY 2017 Proposed Budget includes \$34.78 million in water and wastewater fees (\$35.24M including all charges for service, interest, and miscellaneous revenue), comprising the City's second largest source of revenue. This is approximately \$1.24 million more than the FY 2016 estimate. The FY 2017 Proposed Budget reflects revenue that would be typical of an average or normal year as far as rainfall is concerned. The proposed budget assumes the rate structure adopted in FY 2016 for a full year.

Sales Taxes

The Proposed Budget includes a sales tax estimate of \$20 million for FY 2017 that is \$3.66 million 22 percent higher than the FY 2016 revenue estimate. The increase in sales tax is based on an eight percent increase over the FY 2016 year end estimate along with the anticipated new sales tax revenue from telecommunications (\$38,690) and residential utilities (\$1.53 million) as identified in the revenue study.

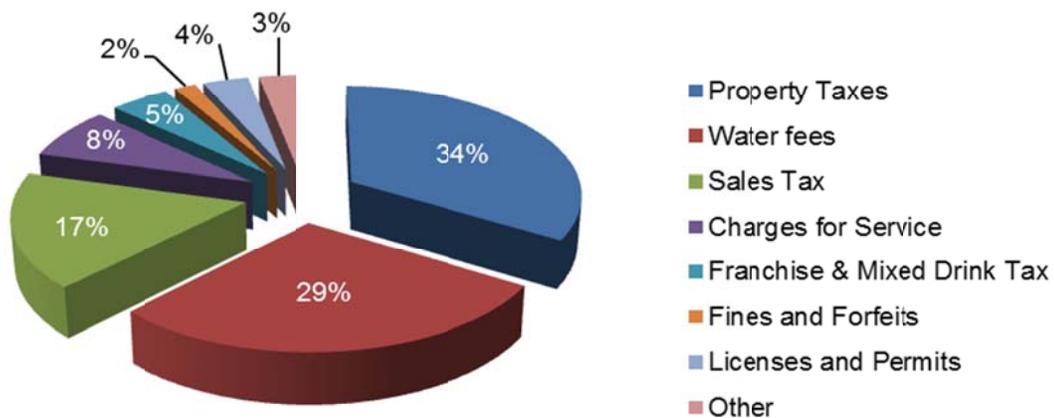
License and Permits

This revenue category, which is reflecting an increase of 55% growth overall, includes several items of anticipated new revenue for FY 2017 as introduced in the revenue study totaling nearly \$1.39 million. These new revenues include building fees (\$650,000), development fees (\$100,000), code compliance fees (\$7,800), wrecker administrative fees for non-consent towing (\$50,000), fire marshal permits and fees (\$80,000), and infrastructure inspection fees (\$500,000).

Charges for Service

While this category includes all user fees that offset the cost of providing service, two such types of fees account for the majority of the total from charges for service. The City’s user fees charged for solid waste pickup and disposal are projected to grow \$249,165 due to growth of the city. There is no rate increase scheduled for the upcoming year. These fees are passed through to the City’s solid waste contract hauler. Ambulance fees (\$184,000) are anticipated to increase based on a new fee structure proposed in late FY 2016. Another new revenue for this category is recreation sponsorships with anticipates \$10,000 as a new revenue source.

**CITYWIDE REVENUE SOURCES FY 2017
PERCENT OF TOTAL BY CATEGORY**



Interfund Transfers

The Proposed Budget also includes interfund transfers that are not included in the summary of outside revenue sources. Such a transfer constitutes expenditures in the transferring fund and revenue in the receiving fund, meaning their inclusion in this summary overstates the revenue actually received by the City overall. The Utility Fund includes a Proposed Budget transfer of \$3.312 million to the General Fund for the utility's share of overhead and administrative costs borne by the General Fund. See the Appendices for a chart supporting this allocation. Also excluded from these totals is the revenue received by the Fleet Maintenance, Capital Replacement and Employee Benefits Funds from the General and Utility Funds as payment for (1) lease of vehicles owned by the Capital Replacement Fund, (2) repairs and maintenance of those same vehicles, and (3) charges for health insurance costs.

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FY 2016-2017 ADOPTED BUDGET EXPENDITURE OVERVIEW

Expenditure Summary

The FY 2016-2017 Proposed Budget includes \$120.6 million in operating expenses, which is \$17.73 million or 17% more than the FY 2016 Estimate and \$15.3 million or 13% more than the FY 2016 Budget of expenditures (see table below). Interfund transfers, representing expenditures in two funds, are a part of the proposed budget but are not shown in this presentation to avoid double counting of expenditures. The major source of the overall increase in the FY 2017 Budget is related to capital improvement program. The FY 2017 Proposed Budget increases the cash funding of CIP projects by \$11.07 million. There is also an increase in debt service expenditures of \$885,000.

CITYWIDE EXPENDITURES BY CATEGORY (\$000's)

EXPENDITURE CATEGORY	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED	FY17 VS FY16 EST	FY17 VS FY16 BUD	PCT OF TOTAL
Personnel Services	\$40,542	\$43,759	\$42,744	\$45,496	6.4%	4.0%	37.7%
Debt Service	\$21,569	\$22,485	\$22,078	\$23,370	5.9%	3.9%	19.4%
Services and Charges	\$17,167	\$19,727	\$19,262	\$19,857	3.1%	0.7%	16.5%
CIP Cash Projects	\$2,034	\$3,930	\$3,930	\$15,000	281.7%	281.7%	12.4%
Supplies	\$3,212	\$4,169	\$3,957	\$4,256	7.6%	2.1%	3.5%
Payments to MUD's	\$1,542	\$1,037	\$1,037	\$1,062	2.4%	2.4%	0.9%
Repairs and Maintenance	\$2,725	\$3,375	\$3,432	\$3,970	15.7%	17.6%	3.3%
Payments to TIRZ's	\$2,595	\$2,646	\$2,646	\$2,830	7.0%	7.0%	2.3%
Payments to Care Here	\$383	\$414	\$398	\$418	5.0%	1.0%	0.3%
Capital Outlay	\$1,354	\$2,455	\$2,157	\$2,736	26.8%	11.4%	2.3%
Special Programs and Events	\$743	\$1,291	\$1,178	\$1,556	32.1%	20.5%	1.3%
TOTAL	\$93,866	\$105,288	\$102,819	\$120,551	14.7%	14.5%	100.0%

Personnel Services

The single largest category of expense for the city is Personnel Services, comprising 37.7% of the total cost of the FY 2016-2017 Proposed Budget. The FY 2017 Proposed Budget includes \$45.5 million for personnel services, which is approximately \$2.75 million more than the FY 2016 estimate and \$1.74 million more than the FY 2016 Budget.

The increase in personnel cost over the FY 2016 Estimate is the combined result of (1) additional staff added in this budget and the annualized cost of staff added in the FY 2016 Adopted Budget, (2) the annualized cost of the 3% merit in FY 2016 Adopted Budget, and (3) the annualized cost of positions that were vacant for a portion of FY 2016. Compensation increases include a 2% general increase that would take effect January 1, 2017 in the form of an across-the-board increase for civil service personnel and merit increases for civilian personnel. Also included in the proposed budget are continued step increases for sworn personnel that would take effect throughout the fiscal year on anniversary dates as required by their pay plan.

Eight new full-time equivalents were included in the FY 2016 Adopted Budget to meet priority needs as identified by departments; Director of Public Works (1.0), an Engineer Project Manager (1.0), two part-time library pages (1.0), reorganization of the Accounting and Financial Planning office netting an additional Senior Accountant position (1.0), an additional building inspector (1.0), and a Recreation Supervisor (1.0) and 8 seasonal life guards (2.0) for an extended season at the Hometown Heroes Pool. The FY 2016 Adopted Budget includes the annualized costs of these positions.

The FY 2017 Proposed Budget also includes the addition of eight total full-time equivalents. One Purchasing Buyer (1.0), two Police Lieutenants positions (2.0), one Police Officer (1.0) to support the Gulf Region Information and Dispatch (GRID) System (funded primarily by the twelve participating law enforcement agencies), one Communications Specialist (1.0), Convention and Visitors Bureau Administrator (1.0) (funded through hotel occupancy tax revenue); Engineer – Project Manager (1.0), and Parks Maintenance Worker (1.0).

For more detail regarding positions and FTE counts by department, please refer to the position list in the Appendix section of this document.

Debt Service

Payments for debt service total \$23.2 million, an increase of \$700,000 from FY 2016. Of this total, \$660,000 paid with sales tax revenue paid to the City by the 4B Corporation for bonds sold to construct Hometown Heroes Park.

TOTAL DEBT SERVICE PAYMENTS INCREASE IN FY 2017 PRINCIPAL PAYMENTS TOTAL \$13.44 MILLION (\$000'S)

Category/Fiscal Year	General Debt		4B Special		
	Service Fund	Utility Fund	Revenue Fund		Total
Payments FY 2016					
Principal	\$ 5,379	6,765	365	\$	12,509
Interest	3,571	6,101	296		9,968
FY 2016 Bond Payments	\$ 8,950	\$ 12,866	\$ 661	\$	22,477
Payments FY 2017					
Principal	\$ 5,750	7,318	375	\$	13,443
Interest	3,650	5,801	285	\$	9,736
FY 2017 Bond Payments	\$ 9,400	\$ 13,119	\$ 660	\$	23,179

Services and Charges

The net increase in this category over the FY 2016 Estimated amount is \$595,000. This increase is primarily attributed to a \$386,000 increase in water purchases due to FY 2016 extensive rainfall which decreased water demand. FY 2017 budget anticipated a more normal year for rainfall. There is also additional funding for solid waste due to an anticipated increase in customers.

Supplies

The Proposed Budget of \$4.3 million for Supplies is \$299,000 higher than the estimated amount in FY 2016. This is due to increases in multiple operations throughout the city. The Fire directorate increases include the Knox Key Retention Devices, new member uniforms and day crew boots, purchase small tools and fire scene operating supplies for Fire Marshal, fire scene reporting and diagramming software, and uniforms for the Fire Marshal staff, increase in funding for EMS gasoline and oil along with chemicals and drugs to stock the ambulances. Increases in the Parks directorate fund additional building maintenance supplies and ground maintenance supplies. The supply category also increased in Parks Recreation department based on increased participation in recreation programs. The Utility Fund has increased funding for water meter purchases based on anticipated growth in new service, increased funding for water department safety supplies, and wastewater chemicals increased as well.

Repairs and Maintenance

The Proposed Budget for Repairs and Maintenance is \$538,000 more than the FY 2016 Estimate. The majority of the increase is funding (\$370,000) for increase in rough cut and manicured mowing contracts in the Street and Parks Operations budgets, new right-of-way mowing program, new road side ditch mowing program, and new contract flow lines and detention mowing program for the Street department. The Street department also includes \$50,000 for in house storm water hardware inventory. The remaining increase includes additional funding for the capital replacement fund for the Police, Fire, and EMS departments over FY 2016.

Capital Outlay

This category includes the purchase of vehicles and equipment with the FY 2017 Proposed Budget showing an increase of \$579,000 as compared with FY 2016 Estimate. A list of the new vehicles to be purchased in FY 2017 can be found in the Internal Service Fund – Capital Replacement.

Payments to Municipal Utility Districts and Tax Increment Reinvestment Zones

These payments, budgeted as expenditures, represent property taxes that are “passed through” the City’s expenditure budget. Payments to MUDs represent a share of the taxes collected by some districts less 3% retained by the City to cover administrative costs. MUD payments are increasing \$25,000 from the FY 2016 estimate due to the MUD #13 Brittany Bay.

TIRZ payments represent the City’s tax collected on the “incremental” value in the zone; that increase in taxable value since the inception of the zone. These payments are projected to be

up \$9,000 from FY 2016 estimate due to the continuing build out and resulting increases in the taxable values for the TIRZ's.

**FY 2016-2017 PROPOSED BUDGET
MUD REBATES AND TIRZ CONTRIBUTIONS**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
MUD REBATES				
MUD #3 Meadowbend	\$ 532,069	\$ -	\$ -	\$ -
MUD #6 The Landing	701,523	738,378	738,378	738,867
MUD #13 Brittany Bay	269,464	298,934	298,934	323,453
Gal Co MUD #15	39,042	-	-	-
Subtotal MUD Rebates	1,542,098	1,037,312	1,037,312	1,062,320
TIRZ CONTRIBUTIONS				
TIF #2 Victory Lakes	580,315	532,979	449,341	502,854
TIF #3 Centerpointe	219,800	199,317	281,003	232,778
TIF #4 West Oaks	55,377	73,998	74,968	78,688
Subtotal TIRZ Contributions	855,492	806,294	805,312	814,320
Total	\$ 2,397,590	\$ 1,843,606	\$ 1,842,624	\$ 1,876,640

CIP Cash Projects

The General and Utility Funds annually contribute a level of appropriation to provide pay as you go funding for CIP projects. For FY 2017, this amount is proposed to be \$15 million, including \$12 million from the General Fund and \$3 million from the Utility Fund.

Special Programs and Events

Special Programs and Events is made up of Public Awareness Campaigns, Volunteer Benefits, 380 Incentive Payments for businesses in the City, Special Events for Police activities for community outreach, payment to the CareHere Clinic, Employee Activities, Employee Training, and Election Expenses. The Proposed Budget for FY 2017 for this account is higher than the FY 2016 Estimate amount by \$378,000. This is due to funding various 380 incentive payments for the year which represent the increase.

**FY 2016-2017 PROPOSED BUDGET
GENERAL FUND SUMMARY**

OVERVIEW

The General Fund provides financing for all of the City's basic services except water and wastewater, which are accounted for through the Utility Fund. General Fund services include all public safety (police, fire, EMS) along with street, drainage and parks maintenance and recreation and library programs. The City's main governmental buildings are maintained and operated through the General Fund, and all of the City's main governmental functions, including Mayor and City Council, the City Manager's office, finance, purchasing and information technology, are operated through the General Fund.

General Fund revenues come primarily from broad based taxes, including property, sales and franchise taxes. The General Fund's largest expenditure category is compensation – salaries and benefits – paid to the staff that provides the basic services described above.

**FY 2017 PROPOSED BUDGET
GENERAL FUND**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Beginning Fund Balance	\$ 16,343,349	\$22,440,090	\$22,440,090	\$24,704,022
Revenues	61,445,634	62,318,127	63,379,290	71,247,223
Expenditures	55,348,894	62,239,192	61,115,358	74,943,248
Revenues Over/(Under) Expenditures	6,096,741	78,935	2,263,932	(3,696,025)
Ending Fund Balance	\$ 22,440,090	\$ 22,519,025	\$ 24,704,022	\$ 21,007,997
Days of Operating Expenditures	152.1	136.3	152.4	121.8

FINANCIAL OUTLOOK

The FY 2017 Proposed Budget for the General Fund is based on a strong economy and includes:

- Maintaining the total property tax rate of \$0.5735 per \$100 valuation,
- \$10.07 million in additional funding for the Capital Improvement Program,
- 7 additional positions
 - Purchasing Buyer
 - Two Police Lieutenants
 - Police Officer to support GRID
 - Communications Specialist
 - Engineer Project Manager
 - Parks Maintenance Worker

- Two percent merit pay increase pool for City employees effective January 1, including an across-the-board increase for police officers and merit increases for civilian staff,
- \$102,935 for two (2) new vehicles: Ford Explorer Interceptor with Police equipment package needed for additional staffing and a Chevy Tahoe for the Deputy Fire Marshal to transport equipment for fire scene investigations.

Projections for FY 2016 year end reflect an increase in fund balance of \$2.2 million. This is more than the \$78,935 increase that was budgeted. This is due to revenues exceeding budget by \$1 million, primarily in the areas of sales tax, additional property tax and charges for service. Expenditures are projected to end the year \$1.1 million less than budgeted. The General Fund is estimated to end the year with a balance of \$24.7 million. This balance is in excess of the current policy requirement of a minimum 110 days of operating expenditures. The Proposed Budget provides a decrease in fund balance of nearly \$3.7 million for a projected ending balance of \$21 million.

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**FY 2016-2017 PROPOSED BUDGET
GENERAL FUND**

	FY 2015 Actual	FY 2016 Amended Budget	FY 2016 Year- End Estimate	FY 2017 Proposed Budget
Revenues:				
Property Taxes	\$ 24,388,181	\$ 25,203,071	\$ 25,500,000	\$ 28,367,000
Sales Taxes	14,923,810	15,540,000	16,383,000	20,038,254
Franchise Fees	5,214,444	5,199,000	5,051,650	4,692,980
Other Taxes	199,103	261,000	210,000	261,000
Licenses and Permits	3,314,880	3,106,200	2,753,144	4,264,000
Grant Proceeds	210,164	110,000	135,642	110,000
Charges for Services	6,471,881	6,429,350	6,655,893	7,090,058
Fines and Forfeits	1,898,201	1,870,000	1,920,000	1,920,000
Investment Earnings	43,315	33,000	100,000	110,000
Miscellaneous	1,448,655	1,074,138	1,167,591	1,071,931
Transfer from Other Funds	3,333,000	3,492,368	3,502,370	3,322,000
Total Revenues	\$ 61,445,634	\$ 62,318,127	\$ 63,379,290	\$ 71,247,223
Expenditures				
Administration				
City Council	\$ 138,147	\$ 168,420	\$ 165,892	\$ 159,770
City Manager	443,020	479,687	477,142	452,073
City Secretary	389,513	357,842	365,083	383,303
City Attorney	584,333	594,640	564,160	584,037
City Auditor	150,262	114,820	51,417	112,785
Information Technology	2,030,743	2,245,875	2,309,062	2,624,122
Communications Office	319,544	408,835	414,206	468,545
Human Resources	739,348	815,097	695,332	899,488
Economic Development	287,782	384,911	303,854	340,224
Subtotal	\$ 5,082,692	\$ 5,570,127	\$ 5,346,148	\$ 6,024,347
Finance				
Accounting and Financial Planning	\$ 1,628,386	\$ 1,995,637	\$ 1,905,314	\$ 2,103,656
Municipal Court	651,527	693,224	718,724	657,204
Purchasing	279,432	317,304	282,784	347,888
Subtotal	\$ 2,559,345	\$ 3,006,165	\$ 2,906,822	\$ 3,108,748
Police				
Police	\$ 17,295,834	\$ 18,248,529	\$ 18,091,039	\$ 18,640,402
Animal Control	728,187	829,311	742,131	812,179
Subtotal	\$ 18,024,021	\$ 19,077,840	\$ 18,833,170	\$ 19,452,581
Fire Dept.				
Fire Department	\$ 1,729,498	\$ 1,837,519	\$ 1,835,490	\$ 2,491,090
Fire Marshal	491,625	509,424	435,460	673,560
Emergency Medical Services	3,124,675	3,083,358	3,120,079	3,198,049
Emergency Management	204,985	194,450	144,417	195,637
Subtotal	\$ 5,550,783	\$ 5,624,751	\$ 5,535,446	\$ 6,558,336
Public Works				
Public Works Administration	\$ 369,274	\$ 449,946	\$ 449,946	\$ 458,457
Engineering	1,298,982	1,582,842	1,457,953	1,802,079
Streets and Traffic	5,367,323	6,323,627	6,328,267	6,390,119
Facilities Maintenance	1,340,213	1,340,008	1,383,077	1,331,772
Solid Waste	4,155,836	4,508,300	4,779,399	4,774,380
Subtotal	\$ 12,531,628	\$ 14,204,723	\$ 14,398,642	\$ 14,756,807

**FY 2016-2017 PROPOSED BUDGET
GENERAL FUND**

	FY 2015 Actual	FY 2016 Amended Budget	FY 2016 Year- End Estimate	FY 2017 Proposed Budget
Planning and Development				
Planning	\$ 802,804	\$ 1,096,812	\$ 994,905	\$ 1,118,965
Building	1,042,653	1,117,376	1,074,316	1,104,021
Neighborhood Services	514,311	744,965	702,565	573,677
Subtotal	\$ 2,359,768	\$ 2,959,153	\$ 2,771,786	\$ 2,796,663
Parks & Cultural Services				
Library	\$ 1,801,949	\$ 2,009,502	\$ 1,892,420	\$ 1,939,484
Civic Center Operations	415,870	481,780	457,602	499,970
Park Operations	1,823,484	2,086,989	2,086,541	1,915,028
Park Recreation	631,981	649,295	638,990	733,613
Subtotal	\$ 4,673,284	\$ 5,227,566	\$ 5,075,553	\$ 5,088,095
Non-Departmental				
Non-Departmental	\$ 3,069,452	\$ 4,638,867	\$ 4,317,791	\$ 5,157,671
Total Operating Expenditures	\$ 53,850,973	\$ 60,309,192	\$ 59,185,358	\$ 62,943,248
Transfers				
Cash Funded CIP Projects	\$ 1,108,821	\$ 1,930,000	\$ 1,930,000	\$ 12,000,000
Transfer to Employee Benefit Fund	389,100	-	-	-
Subtotal	\$ 1,497,921	\$ 1,930,000	\$ 1,930,000	\$ 12,000,000
Total Expenditures	\$ 55,348,894	\$ 62,239,192	\$ 61,115,358	\$ 74,943,248
Revenues Over/(Under) Expenditures	\$ 6,096,741	\$ 78,935	\$ 2,263,932	\$ (3,696,025)
Beginning Fund Balance	\$ 16,343,349	\$ 22,440,090	\$ 22,440,090	\$ 24,704,022
Ending Fund Balance	\$ 22,440,090	\$ 22,519,025	\$ 24,704,022	\$ 21,007,997
Days of Operating Expenditures	152.1	136.3	152.4	121.8

**FY 2016-2017 PROPOSED BUDGET
GENERAL FUND EXPENDITURE SUMMARY**

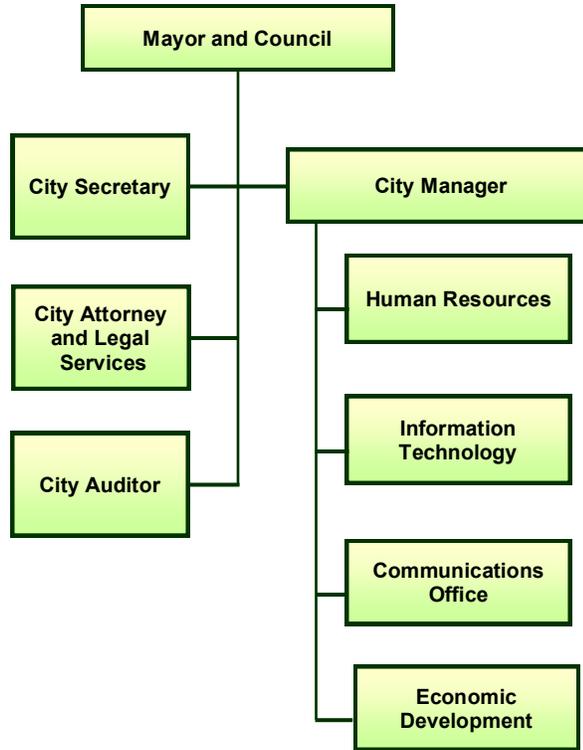
EXPENDITURE BY CATEGORY

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 34,063,110	\$ 36,948,809	\$ 36,115,416	\$ 38,387,679
Supplies	2,220,475	2,884,078	2,723,480	2,961,913
Repairs & Maintenance	2,076,172	2,464,824	2,462,782	2,989,850
Services & Charges	12,809,911	14,061,023	14,155,046	14,267,052
Special Programs	225,429	1,194,865	1,049,698	1,463,012
Capital Outlay	332,792	501,443	440,366	439,428
Transfers	3,621,005	4,184,150	4,168,570	14,434,314
General Fund Total	\$ 55,348,894	\$ 62,239,192	\$ 61,115,358	\$ 74,943,248

EXPENDITURE BY DIRECTORATE

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Administration	\$ 5,082,692	\$ 5,570,127	\$ 5,346,148	\$ 6,024,347
Finance	2,559,345	3,006,165	2,906,822	3,108,748
Police	18,024,021	19,077,840	18,833,170	19,452,581
Fire	5,550,783	5,624,751	5,535,446	6,558,336
Public Works	12,531,628	14,204,723	14,398,642	14,756,807
Planning and Development	2,359,768	2,959,153	2,771,786	2,796,663
Parks and Cultural Services	4,673,284	5,227,566	5,075,553	5,088,095
Non-Departmental	3,069,452	4,638,867	4,317,791	5,157,671
Transfers	1,497,921	1,930,000	1,930,000	12,000,000
General Fund Total	\$ 55,348,894	\$ 62,239,192	\$ 61,115,358	\$ 74,943,248

ADMINISTRATION DIRECTORATE



**FY 2016-2017 PROPOSED BUDGET
ADMINISTRATION DIRECTORATE**

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
City Council	\$ 138,147	\$ 168,420	\$ 165,892	\$ 159,770
City Manager	443,020	479,687	477,142	452,073
City Secretary	389,513	357,842	365,083	383,303
City Attorney	584,333	594,640	564,160	584,037
City Auditor	150,262	114,820	51,417	112,785
Information Technology	2,030,743	2,245,875	2,309,062	2,624,122
Communications Office	319,544	408,835	414,206	468,545
Human Resources	739,348	815,097	695,332	899,488
Economic Development	287,782	384,911	303,854	340,224
Administration Directorate Total	\$ 5,082,692	\$ 5,570,127	\$ 5,346,148	\$ 6,024,347

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 2,781,827	\$ 3,097,998	\$ 2,834,200	\$ 3,101,252
Supplies	162,580	212,965	346,691	390,563
Repairs & Maintenance	27,777	31,345	31,345	51,554
Services & Charges	2,073,322	2,145,219	2,052,901	2,337,078
Special Programs	31,561	60,600	62,110	77,900
Capital Outlay	5,625	22,000	18,901	66,000
Administration Category Total	\$ 5,082,692	\$ 5,570,127	\$ 5,346,148	\$ 6,024,347

ADMINISTRATION DIRECTORATE CITY COUNCIL

MISSION STATEMENT

To serve the citizens of League City; to provide direction to the City Manager and staff to achieve service level objectives; and to set the long-range vision of the City.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Made tangible progress toward the achievement of Roadmap to The Future Goals
- Successfully recruited and selected City Auditor
- Developed and passed an ordinance to regulate future underground/buried utilities
- Reviewed and approved \$3.46 Million Shellside Drainage District Project
- Provided policy direction and guidance to the City Manager on issues of community interest and importance
- Increased focus on citizen engagement and participation through workshops and project transparency
- Approved the refunding of bonds saving the City \$2.6 Million (net present value)
- Took action to acquire critical downtown property

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Continue to address issues and sponsor objectives that are in line with the City of League City's Roadmap as adopted in FY2015
- Continue commitment to revitalize Main Street and enforce historic standards to preserve League City's historic identity
- Continue "customer service" focus for staff interaction and problem resolution with the public
- Continue to promote "catalyst projects" and capital improvement projects to promote the City's priority goals of economic development and a downtown destination
- Continue to promote ordinances and policies that promote a pedestrian safe environment, enhanced streetscaping, and the beautification of League City
- Continue commitment to policies and decisions that demonstrate fiscal responsibility and engender financial health
- Develop new policies to standardize and unify League City's natural assets, beautification, and image to potential investors and citizens

**FY 2016-2017 PROPOSED BUDGET
CITY COUNCIL**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 11,836	\$ 14,370	\$ 12,342	\$ 13,170
Supplies	6,322	9,800	9,300	9,300
Services & Charges	99,374	123,150	123,150	116,200
Special Programs & Events	20,615	21,100	21,100	21,100
TOTAL	\$ 138,147	\$ 168,420	\$ 165,892	\$ 159,770

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
City Council	8.00	8.00	8.00	8.00
TOTAL	8.00	8.00	8.00	8.00

**FY 2016-2017 PROPOSED BUDGET
CITY COUNCIL**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5016 FICA	\$ 4,776	\$ 4,770	\$ 4,442	\$ 4,770
5020 Employee Allowance	7,060	9,600	7,900	8,400
Subtotal Personnel Services	\$ 11,836	\$ 14,370	\$ 12,342	\$ 13,170
Supplies				
5101 Office Supplies	854	1,500	1,250	1,250
5110 Books and Periodicals	300	300	300	300
5147 Meeting Expenses	5,007	7,500	7,500	7,500
5181 Uniforms	161	500	250	250
Subtotal Supplies	\$ 6,322	\$ 9,800	\$ 9,300	\$ 9,300
Services & Charges				
5306 Mayor and Council Fees	62,420	62,400	62,400	62,400
5310 Memberships and Dues	14,086	18,900	18,900	18,900
5311 Postage, Express, and Freight	3	400	400	400
5344 Training and Travel	17,633	39,450	39,450	32,500
5349 Contractual Services	5,232	2,000	2,000	2,000
Subtotal Services and Charges	\$ 99,374	\$ 123,150	\$ 123,150	\$ 116,200
Special Programs				
5455 Special Events	20,615	21,100	21,100	21,100
Subtotal Special Programs	\$ 20,615	\$ 21,100	\$ 21,100	\$ 21,100
Total Expenses	\$ 138,147	\$ 168,420	\$ 165,892	\$ 159,770



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**ADMINISTRATION DIRECTORATE
CITY MANAGER****MISSION STATEMENT**

To provide support and direction to staff; evaluate and ensure smooth, efficient and effective delivery of City services; assist the City Council in establishing a vision for the City; and improve communications between the City and Community.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Developed Economic Development Strategy, Outreach Program and Corporate recruitment materials
- Researched and presented comprehensive Capital Improvement Plan report to demonstrate funding needs and serve as a basis for future finance-related decisions
- Repurposed 500 W Walker Street Building to enhance ongoing efficiency
- Developed Trail brochure to market the City's trail assets
- To continue outreach to youth, established High School Intern Program
- Updated the newsletter format to better inform citizenry about City operations
- Established and developed Unity Triangle at Hometown Heroes Park reflecting 100,000 citizens milestone
- Presented the Downtown revitalization plan to the City Council in order to rally the community around a common project
- Identified nine million dollars in potential revenue sources for City Council consideration

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Continue to emphasize economic development as outlined as the top priority in the League City Roadmap to The Future
- Continue to develop and execute Downtown revitalization projects to grow destination tourism
- Continue to identify expenditure reductions and revenue enhancements for the City
- Continue to support increased citizen involvement in local government
- Continue to improve the City's performance-based pay program for individual employees to align current salary with current performance based on work product. In addition, commission a comprehensive compensation study in order to evaluate current pay levels and recommend updates as warranted
- Create relationships with County, State and Federal officials to promote the interests of League City in relation to regional projects and funding needs

**FY 2016-2017 PROPOSED BUDGET
CITY MANAGER**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 428,522	\$ 421,691	\$ 419,446	\$ 421,077
Supplies	6,109	4,100	3,800	4,100
Services & Charges	7,739	43,496	43,496	26,896
Special Programs & Events	650	10,400	10,400	-
TOTAL	\$ 443,020	\$ 479,687	\$ 477,142	\$ 452,073

BUDGET HIGHLIGHTS

Personnel Services - Increase includes annualized cost of FY 2016 merit increases; the Executive Assistant position has split (.25) with the City Attorney

Services & Charges - Decreased budget due to reduction in new programs requested by City Manager

Special Programs & Events - Public Awareness and Special Events items were moved to the Communication Budget

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
City Manager	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	0.75
TOTAL	3.00	3.00	3.00	2.75

**FY 2016-2017 PROPOSED BUDGET
CITY MANAGER**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 310,082	\$ 316,238	\$ 309,499	\$ 325,152
5004 Vacancy Savings	-	(13,180)	-	(12,670)
5009 Certification Pay	4,800	-	-	-
5014 Retirement	48,154	48,834	48,478	50,541
5015 Longevity	671	950	649	1,030
5016 FICA	19,037	24,299	20,924	24,986
5018 Employee Insurance	39,817	40,450	34,909	28,238
5020 Employee Allowance	3,600	3,600	3,487	3,300
5050 Overtime	2,361	500	1,500	500
Subtotal Personnel Services	\$ 428,522	\$ 421,691	\$ 419,446	\$ 421,077
Supplies				
5101 Office Supplies	3,927	2,000	2,000	2,000
5110 Books and Periodicals	262	600	300	600
5147 Meeting Expenses	1,920	1,500	1,500	1,500
Subtotal Supplies	\$ 6,109	\$ 4,100	\$ 3,800	\$ 4,100
Services & Charges				
5310 Memberships and Dues	3,449	3,596	3,596	3,596
5311 Postage, Express, and Freight	59	50	50	50
5344 Training and Travel	4,231	4,250	4,250	3,250
5349 Contractual Services	-	35,600	35,600	20,000
Subtotal Services and Charges	\$ 7,739	\$ 43,496	\$ 43,496	\$ 26,896
Special Programs				
5418 Public Awareness Programs	-	5,000	5,000	-
5455 Special Events	650	5,400	5,400	-
Subtotal Special Programs	\$ 650	\$ 10,400	\$ 10,400	\$ -
Total Expenses	\$ 443,020	\$ 479,687	\$ 477,142	\$ 452,073



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**ADMINISTRATION DIRECTORATE
CITY SECRETARY****MISSION STATEMENT**

To provide quality agendas and meeting packets, accurate minutes, timely responses to open records requests and responsible assistance to the City Council, staff and the citizens of League City.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Eliminated 135 boxes from archived records, reducing the monthly off-site storage rental fee
- Conducted departmental assessments for access to / usage of Laserfiche (central repository for records)
- Completed update (Supplement No. 11) to the City's Code of Ordinances, codifying ordinances adopted through January 2016

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Cross train all staff members within the City Secretary division
- Develop basic skills for each staff member to ensure uninterrupted services to the public
- Implement a standardized tracking form for public information requests and contracts
- Coordinate with City Attorney on comprehensive City Code recodification project, focusing first on the most pressing needs for revisions

**FY 2016-2017 PROPOSED BUDGET
CITY SECRETARY**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 286,116	\$ 279,572	\$ 293,143	\$ 291,483
Supplies	7,624	5,170	3,890	5,170
Services & Charges	95,773	73,100	68,050	86,650
TOTAL	\$ 389,513	\$ 357,842	\$ 365,083	\$ 383,303

BUDGET HIGHLIGHTS

Services & Charges – Increase in Election Expense of \$ 15,000 for possible runoff election in November, based on 2014 cost

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Agenda Items Processed	747	699	666	689
Public Meetings	60	55	58	60
Records Requested External	604	632	604	560
Ordinances Adopted	44	46	46	45
Resolutions Adopted	45	47	104	108

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
City Secretary	1.00	1.00	1.00	1.00
Senior Records Specialist	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	4.00	4.00	4.00	4.00

**FY 2016-2017 PROPOSED BUDGET
CITY SECRETARY**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 197,993	\$ 197,710	\$ 203,914	\$ 206,020
5004 Vacancy Savings	-	(9,050)	-	(4,410)
5014 Retirement	30,544	31,355	31,924	32,885
5015 Longevity	3,849	4,100	3,883	4,480
5016 FICA	15,203	15,687	15,927	16,354
5017 Assignment Pay	1,800	1,800	1,800	1,800
5018 Employee Insurance	34,435	35,270	33,395	31,654
5020 Employee Allowance	1,200	1,200	1,200	1,200
5050 Overtime	1,092	1,500	1,100	1,500
Subtotal Personnel Services	\$ 286,116	\$ 279,572	\$ 293,143	\$ 291,483
Supplies				
5101 Office Supplies	2,594	3,400	2,900	3,400
5110 Books and Periodicals	195	220	190	220
5195 Records Management Supplies	4,835	1,550	800	1,550
Subtotal Supplies	\$ 7,624	\$ 5,170	\$ 3,890	\$ 5,170
Services & Charges				
5310 Memberships and Dues	200	150	200	200
5311 Postage, Express, and Freight	115	250	150	250
5313 Printing and Binding	12,290	12,500	7,500	12,500
5335 Advertising and Recording	1,037	700	700	700
5344 Training and Travel	2,020	2,500	2,500	2,500
5349 Contractual Services	5,988	7,000	7,000	5,500
5360 Election Expenses	74,123	50,000	50,000	65,000
Subtotal Services and Charges	\$ 95,773	\$ 73,100	\$ 68,050	\$ 86,650
Total Expenses	\$ 389,513	\$ 357,842	\$ 365,083	\$ 383,303



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ADMINISTRATION DIRECTORATE CITY ATTORNEY

MISSION STATEMENT

The mission of the City Attorney's Office is to advise the City Council and City Manager; to provide competent and efficient legal services to all departments within the City of League City; to take proactive steps to identify and resolve potential legal complications for the City of League City; and to zealously advocate the position of the City of League City with the singular goal of achieving that which is in the best interest of the City of League City and its citizens.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Completed transition to 100% in-house prosecution of municipal court cases. Leveraged the full-time presence of two attorneys into increased utilization of legal services by all departments resulting in a decrease of legal disputes that become litigation matters
- Completed transition of new litigation matters to outside law firms
- Implemented training program for City Council, the Planning and Zoning Commission and the Zoning Board of Adjustments that provided training during FY2016 on roles and responsibilities, ethics, conflicts of interest, open government and Robert's Rules of Order

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Advance legislation creating and fully implementing a municipal court of record
- Leverage the services of existing support staff to allow some funds previously budgeted for a shared administrative support position to be reallocated for funding a part-time municipal court prosecutor, with the objective of increasing the office time available to the Deputy City Attorney to meet the demands that result from the increased utilization of in-house legal services by all departments
- Implement a year-round unpaid internship program for local law students to contribute their efforts to assist the City Attorney's Office in performing its daily functions, thereby obtaining much needed assistance, providing them with practical legal experience and creating no impact to the budget
- Expand annual training program on roles and responsibilities, ethics, conflicts of interest, open government and Robert's Rules of Order to include not just the City Council, Planning & Zoning Commission and Zoning Board of Adjustments but in addition other boards with decision-making authority, such as the 4B Board, Historic Commission and Parks Board
- Coordinate with City Secretary on comprehensive City Code recodification project, focusing first on the most pressing needs for revisions

**FY 2016-2017 PROPOSED BUDGET
CITY ATTORNEY**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 123,523	\$ 373,600	\$ 344,253	\$ 363,997
Supplies	14,964	9,000	7,500	8,000
Services & Charges	445,846	212,040	212,407	212,040
TOTAL	\$ 584,333	\$ 594,640	\$ 564,160	\$ 584,037

BUDGET HIGHLIGHTS

Personnel Services – Decrease of \$ 7,562 due to the net effect of the replacement of 0.50 FTE Executive Assistant with 0.25 FTE Executive Secretary position

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Public Information Request Reviewed	N/A	25	75	90
Resolutions Prepared/Reviewed	N/A	19	85	90
Ordinanced Prepared/Reviewed	N/A	23	40	45

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
City Attorney	1.00	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00	1.00
Executive Assistant	0.50	0.50	0.50	0.00
Executive Secretary	0.00	0.00	0.00	0.25
TOTAL	2.50	2.50	2.50	2.25

**FY 2016-2017 PROPOSED BUDGET
CITY ATTORNEY**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
5002 Salaries	\$ 94,319	\$ 280,255	\$ 257,842	\$ 275,788
5004 Vacancy Savings	-	-	-	(3,699)
5014 Retirement	14,366	43,004	39,233	42,627
5015 Longevity	-	330	-	610
5016 FICA	7,118	21,461	19,217	21,144
5018 Employee Insurance	6,970	26,150	25,561	24,827
5020 Employee Allowance	750	2,400	2,400	2,700
Subtotal Personnel Services	\$ 123,523	\$ 373,600	\$ 344,253	\$ 363,997
5101 Office Supplies	607	3,000	1,500	2,000
5110 Books and Periodicals	1,200	6,000	6,000	6,000
5119 Office Furniture	7,750	-	-	-
5194 Computer Equipment and Software	5,407	-	-	-
Subtotal Supplies	\$ 14,964	\$ 9,000	\$ 7,500	\$ 8,000
Services & Charges				
5305 Professional Fees	436,820	200,000	200,000	200,000
5310 Memberships and Dues	600	4,540	4,540	4,540
5311 Postage, Express, and Freight	175	-	367	-
5344 Training and Travel	4,960	7,500	7,500	7,500
5349 Contractual Services	3,291	-	-	-
Subtotal Services and Charges	\$ 445,846	\$ 212,040	\$ 212,407	\$ 212,040
Total Expenses	\$ 584,333	\$ 594,640	\$ 564,160	\$ 584,037



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**ADMINISTRATION DIRECTORATE
CITY AUDITOR****MISSION STATEMENT**

The Internal Audit Department's reporting relationship was established by Ordinance 2013-51. This department is the City's independent appraisal function. The Internal Audit Department serves the public interest by providing independent and objective audits, reviews and assessments. The Department promotes accountability throughout the City.

The Department ensures:

- The city is applying its resources effectively, efficiently and economically
- The city is in compliance with laws, regulations and policies and procedures
- The city has adequate safeguards over its assets
- The city has appropriate revenue management in place
- The city's financial and operational information is reliable

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Complete at least 90% of the Annual Audit Plan
- Gain concurrence on at least 90% of recommendations
- Maintain at least an 80% Audit/Available Time Ratio

**FY 2016-2017 PROPOSED BUDGET
CITY AUDITOR**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 148,885	\$ 111,320	\$ 50,527	\$ 111,795
Supplies	98	700	200	300
Services & Charges	1,279	2,800	690	690
TOTAL	\$ 150,262	\$ 114,820	\$ 51,417	\$ 112,785

BUDGET HIGHLIGHTS

Personnel Services – Increase in salary and benefits for full-time City Auditor hired in May 2016, filling the vacant position from July 2015.

Services & Charges – Decrease in Memberships & Dues \$520 and Training and Travel \$1,590 was requested by the City Auditor for FY 2017

PERFORMANCE MEASURES

MEASURES	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Percent of Recommendations Agreed to by Management	100%	95%	90%	90%
Percent of Resource Usage (Audit Time/Available Time)	76%	80%	60%*	80%
Percent of Output (Work Completed vs. Planned)	100%	71%	90%	90%
Cost per Billable Hour	\$116	\$111	\$95*	\$75
Cost per Total Hours	\$83	\$80	\$60	\$60

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Internal Auditor	1.00	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00	1.00

**FY 2016-2017 PROPOSED BUDGET
CITY AUDITOR**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 96,762	\$ 84,000	\$ 35,970	\$ 85,000
5004 Vacancy Savings	-	-	-	(1,130)
5006 Separation Pay	16,948	-	-	-
5009 Certification Pay	2,600	-	-	-
5014 Retirement	17,393	12,964	5,544	13,206
5015 Longevity	153	88	-	140
5016 FICA	8,404	6,433	2,761	6,510
5018 Employee Insurance	5,668	6,635	5,752	6,869
5020 Employee Allowance	957	1,200	500	1,200
Subtotal Personnel Services	\$ 148,885	\$ 111,320	\$ 50,527	\$ 111,795
Supplies				
5101 Office Supplies	98	700	200	300
Subtotal Supplies	\$ 98	\$ 700	\$ 200	\$ 300
Services & Charges				
5310 Memberships and Dues	715	710	190	190
5344 Training and Travel	564	2,090	500	500
Subtotal Services and Charges	\$ 1,279	\$ 2,800	\$ 690	\$ 690
Total Expenses	\$ 150,262	\$ 114,820	\$ 51,417	\$ 112,785



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ADMINISTRATION DIRECTORATE INFORMATION TECHNOLOGY

MISSION STATEMENT

To maximize City resources through the application of technologies that support open and transparent government, achievement of City goals and delivery of top quality internal and external customer service.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Implemented new Public Administration software
 - Training for Finance, Purchasing, Human Resources, Planning and Building
- SWAGIT Video Productions for Council Chambers
 - Total down time less than the 4 hour anticipated outage
 - Total relocation of all network and server equipment
- Coordinated moves of these departments to City Hall Annex (500 West Walker Street)
 - Building
 - Engineering
 - Planning
 - Neighborhood Services
- Animal Control move to temporary building
- South Shore Booster Plant (FM 518)
 - Installed Fiber, Wi-Fi, network and security
- Calder Booster Plant
 - Plan to install Fiber, Wi-Fi, network and security
- Library remodel
 - Relocated staff to temporary work space
 - Configured new kiosk for self-check out
- Partnered with Galveston County on new phone service that adds phone line redundancy and no long distance charges
- Setup computer training lab in 600 West Walker Street building

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Go-Live of Public Administration software system
 - Financials October 1
 - Payroll January 1
 - Building Feb 2017
 - Planning Feb 2017
 - Engineering Feb 2017
- New server backup environment
 - Backup to disk, then tape
 - Reduction in back time
 - Faster restore time

**FY 2016-2017 PROPOSED BUDGET
INFORMATION TECHNOLOGY**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 913,187	\$ 829,419	\$ 758,879	\$ 839,159
Supplies	93,057	145,890	282,966	320,093
Repairs & Maintenance	27,667	31,203	31,203	51,128
Services & Charges	996,832	1,217,363	1,217,113	1,347,742
Capital Outlay	-	22,000	18,901	66,000
TOTAL	\$ 2,030,743	\$ 2,245,875	\$ 2,309,062	\$ 2,624,122

BUDGET HIGHLIGHTS

Supplies - Increase in budget for Microsoft Licenses at \$157,000 for three years, beginning in FY 2016; Microsoft Data Center for Server Environment of \$18,000

Repairs & Maintenance - Increase for radio repairs for Public Safety and Public Works moved to IT budget \$15,000; repair/replace nonfunctioning cameras \$5,000

Services & Charges – Increase due to pro-rated maintenance for the current Sungard system and the new Tyler Software which will go-live October 2016 \$95,000; maintenance will be concurrent during the implementation phase of the Tyler System, until all systems are converted; Tyler implementation training of \$125,000; Reduction in telephone service costs due to shared expenses with Galveston County (\$134,000); Increase Metro Ethernet \$23,000 and wireless services \$30,000

Capital Outlay – New request for backup storage solution \$46,000 and new copier at City Hall \$20,000

PERFORMANCE MEASURES

MEASURES	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Number of documented work orders	8,946	9,686	10,500	11,000
Documented Work Orders per Technician	1,118	1,383	1,312	1,571
Workstations per technician	66	83	87	69
Servers	86	94	100	100
Workstations	520	582	612	625

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Director IT	1.00	1.00	1.00	1.00
Information Technology Manager	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00
Information Technology Specialist	5.00	5.00	5.00	5.00
Information Technology System Analyst	1.00	1.00	1.00	1.00
TOTAL	9.00	9.00	9.00	9.00

**FY 2016-2017 PROPOSED BUDGET
INFORMATION TECHNOLOGY**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 614,075	\$ 595,098	\$ 492,921	\$ 596,520
5004 Vacancy Savings	-	(25,070)	-	(26,690)
5006 Separation Pay	1,124	-	32,726	-
5009 Certification Pay	9,000	-	-	-
5014 Retirement	97,623	95,141	80,699	96,131
5015 Longevity	8,762	7,620	5,886	6,190
5016 FICA	47,008	47,250	37,896	47,260
5018 Employee Insurance	110,602	85,980	85,267	93,948
5020 Employee Allowance	8,610	8,400	8,484	10,800
5050 Overtime	16,383	15,000	15,000	15,000
Subtotal Personnel Services	\$ 913,187	\$ 829,419	\$ 758,879	\$ 839,159
Supplies				
5101 Office Supplies	6,795	9,000	9,000	9,000
5123 Small Tools and Minor Equipment	13,658	15,000	15,000	15,000
5145 Gas and Oil	894	1,330	1,330	1,093
5194 Computer Equipment and Software	71,710	120,560	257,636	295,000
Subtotal Supplies	\$ 93,057	\$ 145,890	\$ 282,966	\$ 320,093
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	3,000	3,703	3,703	3,628
5240 Equipment Repair and Maintenance	24,667	27,500	27,500	47,500
Subtotal Repairs and Maintenance	\$ 27,667	\$ 31,203	\$ 31,203	\$ 51,128
Services & Charges				
5310 Memberships and Dues	3,242	4,135	4,135	4,985
5311 Postage, Express, and Freight	3,195	3,750	3,500	3,750
5327 Capital Replacement Fees	3,000	7,218	7,218	9,647
5329 Technology Maintenance and Services	605,734	746,600	746,600	845,200
5344 Training and Travel	12,000	31,000	31,000	146,000
5352 Utility Costs - Telephone	369,661	424,660	424,660	338,160
Subtotal Services and Charges	\$ 996,832	\$ 1,217,363	\$ 1,217,113	\$ 1,347,742
Capital Outlay				
5552 Autos and Trucks	-	22,000	18,901	-
5571 Data Processing Hardware	-	-	-	46,000
5573 Equipment	-	-	-	20,000
Subtotal Capital Outlay	\$ -	\$ 22,000	\$ 18,901	\$ 66,000
Total Expenses	\$ 2,030,743	\$ 2,245,875	\$ 2,309,062	\$ 2,624,122



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ADMINISTRATION DIRECTORATE COMMUNICATIONS OFFICE

MISSION STATEMENT

To be the driving force in openly and effectively communicating information about the City of League City, providing dynamic, creative and comprehensive communications services to our internal and external customers and engaging the citizens of League City in the government process.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Partnered with Economic Development to design creative marketing materials
- Redesigned the City's quarterly newsletter "City Matters" to increase content, flow of information and appeal; increased distribution by working with Post Office to ensure that City residents outside the 77573 zip code receive City Matters
- Strategically highlighted League City through the use of Hotel Occupancy Tax (HOT) funds for advertisements to promote tourism to the City
- Refreshed appeal, mobile-friendliness and usability of leaguecity.com, visitleaguecity.com and leaguecityedc.com
- Promoted and coordinated the 2016 Major League Quidditch Championship (MLQ) that was hosted by the City in partnership with MLQ
- Assisted Parks Recreation in revamping the quarterly Beyond the Oaks brochure
- Developed vision and collaborative marketing approach for City's tourism efforts
 - Assessed return on investment of current visitors bureau approach and City's future approach
- Implemented employee recognition program and initiatives
- Enhanced community outreach efforts through Student Government Day, City Hall in the Park, Citizen University, Holiday in the Park, Memorial Day Ceremony, Veteran's Day Ceremony, 100,000 ceremony and other programs

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Continue to revitalize LCTV with new and updated TV programming
 - Update equipment to increase indoor/outdoor production capabilities
- Develop creative marketing efforts to promote the City, economic development efforts and City services and programs
- Further establish professional look of City's publications and outreach materials
 - Establish logo guidelines and brand identity
- Partner with the Information Technology Department to release a League City app for handheld devices
- Establish a Convention and Visitors Bureau under the City to strategically align tourism and economic development efforts
 - Execute a strategic tourism marketing plan and enhance regional partnerships to further promote League City as a tourism destination
- Implement creative, unique approach to social media to increase public trust and enhance the City's communication efforts
- Develop a comprehensive communication plan based on 'League City's Roadmap to the Future'

**FY 2016-2017 PROPOSED BUDGET
COMMUNICATIONS OFFICE**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 182,506	\$ 251,398	\$ 263,363	\$ 283,834
Supplies	8,661	11,105	11,135	12,500
Repairs & Maintenance	110	142	142	426
Services & Charges	121,585	142,290	135,718	149,985
Special Programs & Events	6,682	3,900	3,848	21,800
TOTAL	\$ 319,544	\$ 408,835	\$ 414,206	\$ 468,545

BUDGET HIGHLIGHTS

Personnel Services - Increase due to an addition of the Communications Specialist position (.35), shared with the HOT Fund

Services & Charges – Increase for advertising within League City area which HOT Funds are not available \$3,000; increase in printing and postage costs for City Matters \$3,000; additional memberships for Channel 16 agency and local organizations \$2,100

Special Programs & Events – Increase due to expenditures moved from City Manager's budget

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Website visits (leaguecity.com)	836,185	925,485	1,100,000	1,250,000
Website visits (leaguecityed.com)	N/A	10,690	10,000	15,000
Website visits (www.visitleaguecity.com)	N/A	15,275	20,000	25,000
Social Media followers	N/A	30,373	35,500	40,000

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Director of Communications and Media Relations	1.00	1.00	1.00	1.00
Communication Specialist	2.00	1.00	1.00	1.35
Communications Coordinator	0.00	1.00	1.00	1.00
TOTAL	3.00	3.00	3.00	3.35

**FY 2016-2017 PROPOSED BUDGET
COMMUNICATIONS OFFICE**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 115,869	\$ 182,653	\$ 188,605	\$ 205,201
5004 Vacancy Savings	-	(7,440)	-	(4,000)
5006 Separation Pay	12,573	-	-	-
5009 Certification Pay	1,350	-	-	-
5014 Retirement	20,294	28,753	29,252	32,390
5015 Longevity	739	950	427	860
5016 FICA	10,227	14,202	14,407	16,096
5018 Employee Insurance	16,122	26,680	26,072	27,267
5020 Employee Allowance	2,527	3,600	3,600	4,020
5050 Overtime	2,805	2,000	1,000	2,000
Subtotal Personnel Services	\$ 182,506	\$ 251,398	\$ 263,363	\$ 283,834
Supplies				
5101 Office Supplies	715	250	215	500
5110 Books and Periodicals	101	-	130	130
5123 Small Tools and Minor Equip.	-	500	346	500
5145 Gas and Oil	511	655	365	644
5194 Computer Equipment and Software	7,334	9,700	10,079	10,726
Subtotal Supplies	\$ 8,661	\$ 11,105	\$ 11,135	\$ 12,500
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	110	142	142	426
Subtotal Repairs and Maintenance	\$ 110	\$ 142	\$ 142	\$ 426
Services & Charges				
5310 Memberships and Dues	1,159	2,360	1,671	4,055
5311 Postage, Express, and Freight	21,945	25,330	21,851	26,330
5313 Printing and Binding	35,042	42,000	40,258	44,000
5335 Advertising and Recording	-	-	-	3,000
5344 Training and Travel	5,947	4,000	3,338	4,000
5349 Contractual Services	57,492	68,600	68,600	68,600
Subtotal Services and Charges	\$ 121,585	\$ 142,290	\$ 135,718	\$ 149,985
Special Programs				
5418 Public Awareness Programs	4,910	3,500	3,448	7,500
5455 Special Events	500	-	-	800
5458 Employee Programs	1,272	400	400	13,500
Subtotal Special Programs	\$ 6,682	\$ 3,900	\$ 3,848	\$ 21,800
Total Expenses	\$ 319,544	\$ 408,835	\$ 414,206	\$ 468,545



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ADMINISTRATION DIRECTORATE HUMAN RESOURCES

MISSION STATEMENT

As a strategic partner within League City leadership, we develop and deliver innovative human resources programs and services designed to support the mission of the City and its organizational values. Our core services and competencies include, but are not limited to, recruitment and staffing, employee relations, organizational and employee development, risk management, compensation and benefits administration, Human Resources information management and regulatory compliance.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Reduced cost of windstorm and hail insurance by more than \$40K as a result of an extensive update to the City's property schedule; reduced rate includes coverage of more than \$70M in property value additions to windstorm schedule
- Served as liaison and employee advocate for Third Party Administrator and City Employees during implementation of self-funded health insurance program
- Reduced annual calculations, tracking and processing time for longevity, tuition and education allowances by rolling into bi-weekly payroll
- Recruited and hired Director of Public Works, Emergency Management Coordinator, Assistant Emergency Management Coordinator and City Auditor
- Streamlined hiring process to ensure all job descriptions, classification and compensation elements are appropriate prior to vacancy advertisement
- Through cooperative recruiting, interviewing and screening of qualified candidates have reduced City's overall vacancy rate

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Support City's mission and goals by working collaboratively with all departments to attract and retain employees that are highly qualified, continuously trained, engaged and provided with competitive benefits and compensation
- Enhance and streamline employee professional development with emphasis at the supervisory level
- Provide support, innovative program organization and energies in the on-going implementation of the Human Resources module of Tyler Munis
- Work to establish pre-employment and fit for duty exams through the CareHere Clinic for Civil Service and Volunteer Firefighters to alleviate outside vendor expenses
- Streamline workman's compensation processes and treatment through early registration of Volunteer Firefighters with CareHere to reduce medical treatment costs
- On-going analysis and review of employee benefits and compensation programs; contract for a comprehensive compensation study to evaluate current pay levels and recommend updates as warranted

**FY 2016-2017 PROPOSED BUDGET
HUMAN RESOURCES**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 470,366	\$ 597,968	\$ 462,841	\$ 556,163
Supplies	10,676	6,550	7,050	7,500
Services & Charges	249,067	185,379	198,679	300,825
Special Programs & Events	3,614	25,200	26,762	35,000
Capital Outlay	5,625	-	-	-
TOTAL	\$ 739,348	\$ 815,097	\$ 695,332	\$ 899,488

BUDGET HIGHLIGHTS

Personnel Services – FY 2017 Salaries and benefits have been updated to reflect current staff
Services & Charges – Budget increase due to Compensation Study planned for FY 2017 \$100,000;
Special Programs & Events – Increase in educational reimbursement program to employees \$5,000 and to Employee Appreciation and Team Building activities \$7,500

PERFORMANCE MEASURES

MEASURES	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total number of new hires	86	74	95	87
Total number of termination	104	73	80	75
Turnover rate (Percent)	21%	15%	12%	12%
Total number of work related injuries	35	20	32	35
Performance evaluations completed	351	480	487	494

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Director of Human Resources	1.00	1.00	1.00	1.00
Senior Human Resources Generalist	2.00	1.00	1.00	1.00
Human Resources Generalist	0.00	1.00	1.00	1.00
Senior Human Resources Specialist	1.00	1.00	1.00	1.00
Office Support Assistant	1.00	1.00	1.00	1.00
Human Resources Coordinator	2.00	2.00	2.00	2.00
TOTAL	7.00	7.00	7.00	7.00

**FY 2016-2017 PROPOSED BUDGET
HUMAN RESOURCES**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 335,905	\$ 455,273	\$ 341,001	\$ 422,090
5004 Vacancy Savings	-	(18,100)	-	(17,560)
5006 Separation Pay	5,209	-	897	-
5009 Certification Pay	6,800	-	-	-
5014 Retirement	49,622	70,398	51,792	65,714
5015 Longevity	626	1,310	531	1,460
5016 FICA	26,346	35,117	25,062	32,590
5018 Employee Insurance	38,391	45,270	38,658	45,769
5020 Employee Allowance	3,193	4,200	2,400	3,600
5050 Overtime	4,274	4,500	2,500	2,500
Subtotal Personnel Services	\$ 470,366	\$ 597,968	\$ 462,841	\$ 556,163
Supplies				
5101 Office Supplies	1,745	1,550	1,550	2,000
5110 Books and Periodicals	7,254	2,500	2,500	2,500
5121 Training Supplies	-	2,500	2,500	2,500
5194 Computer Equipment and Software	1,677	-	500	500
Subtotal Supplies	\$ 10,676	\$ 6,550	\$ 7,050	\$ 7,500
Services & Charges				
5305 Professional Fees	206,238	127,750	141,350	237,450
5310 Memberships and Dues	1,081	2,454	2,454	3,500
5311 Postage, Express, and Freight	120	325	325	325
5313 Printing and Binding	-	550	550	550
5317 Equipment Rental	177	1,500	1,500	1,500
5335 Advertising and Recording	479	1,300	1,000	1,500
5337 Subscription Services	30	-	-	-
5344 Training and Travel	3,876	11,500	11,500	11,000
5346 Education Reimbursement	37,066	40,000	40,000	45,000
Subtotal Services and Charges	\$ 249,067	\$ 185,379	\$ 198,679	\$ 300,825
Special Programs				
5458 Employee Programs	3,614	10,200	11,762	20,000
5459 Employee Training Programs	-	15,000	15,000	15,000
Subtotal Special Programs	\$ 3,614	\$ 25,200	\$ 26,762	\$ 35,000
5573 Equipment	5,625	-	-	-
Subtotal Capital Outlay	\$ 5,625	\$ -	\$ -	\$ -
Total Expenses	\$ 739,348	\$ 815,097	\$ 695,332	\$ 899,488



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ADMINISTRATION DIRECTORATE ECONOMIC DEVELOPMENT

MISSION STATEMENT

To foster a diverse and robust economic base that capitalizes on the identity and assets of League City.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Developed Economic Development Strategy
- Successfully facilitated the opening of Cabela's and the initial retail development of Pinnacle Park
- Acquired property in the League City Historic District
- Implemented marketing program to recruit corporate relocations, destination retailers, hotels and other high-end retailers
- Announced downtown redevelopment plan
- Annexed 71.6 acres of commercially zoned property along SH 96

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Attract a Small Business Development Center to League City
- Identify specific parcels and areas for future development and coordinate with Planning to ensure proper zoning
- Facilitate the creation of new jobs in the community by assisting the construction of new retail, office and industrial space with the aid of incentives
- Attract commercial/retail to fill available space in Pinnacle Park
- Facilitate commercial and mixed-use development in the downtown area

**FY 2016-2017 PROPOSED BUDGET
ECONOMIC DEVELOPMENT**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 216,886	\$ 218,660	\$ 229,406	\$ 220,574
Supplies	15,069	20,650	20,850	23,600
Services & Charges	55,827	145,601	53,598	96,050
TOTAL	\$ 287,782	\$ 384,911	\$ 303,854	\$ 340,224

BUDGET HIGHLIGHTS

Services & Charges - The decreases in the budget are primarily related to the new Director of Economic Development who will be using different reference materials, software databases for research, advertising mediums and membership associations for the City.

PERFORMANCE MEASURES

MEASURES	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Number of Jobs Facilitated	360	395	310	300
Total amount of new investment (New/Expansion)	\$105,301,772	\$158,550,009	\$56,201,072	\$95,000,000
Increased property tax revenue to the City	\$628,652	\$946,543	\$335,520	\$567,150
Number of new businesses to League City	163	212	194	180

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Director of Economic Development	1.00	1.00	1.00	1.00
Economic Development Specialist	0.00	1.00	0.00	0.00
Economic Development Administrator	1.00	0.00	1.00	1.00
TOTAL	2.00	2.00	2.00	2.00

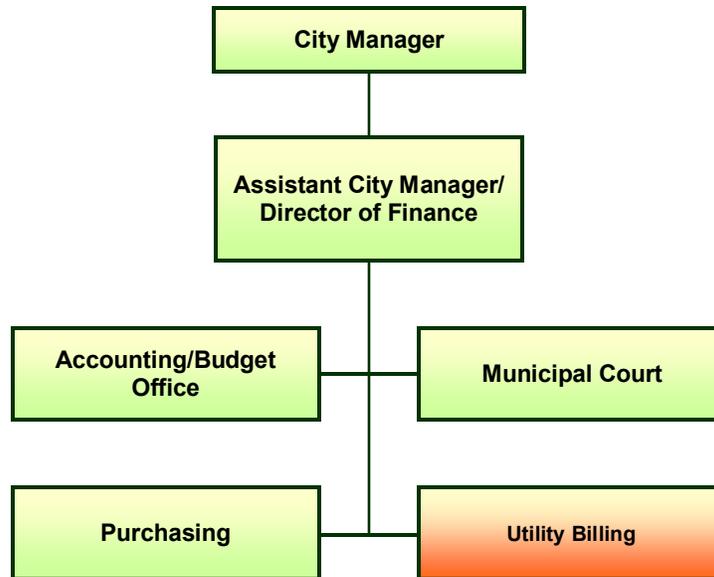
**FY 2016-2017 PROPOSED BUDGET
ECONOMIC DEVELOPMENT**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 149,162	\$ 161,951	\$ 163,581	\$ 165,270
5004 Vacancy Savings	-	(5,500)	-	(6,680)
5006 Separation Pay	6,280	-	4,937	-
5009 Certification Pay	2,400	-	-	-
5014 Retirement	23,812	24,771	24,821	24,776
5015 Longevity	304	-	-	310
5016 FICA	11,617	12,408	11,974	12,286
5018 Employee Insurance	20,917	23,530	22,593	23,112
5020 Employee Allowance	1,613	1,200	1,200	1,200
5050 Overtime	781	300	300	300
Subtotal Personnel Services	\$ 216,886	\$ 218,660	\$ 229,406	\$ 220,574
Supplies				
5101 Office Supplies	386	200	400	200
5110 Books and Periodicals	160	200	200	400
5194 Computer Equipment and Software	14,523	20,250	20,250	23,000
Subtotal Supplies	\$ 15,069	\$ 20,650	\$ 20,850	\$ 23,600
Services & Charges				
5305 Professional Fees	9,301	60,500	4,500	21,000
5310 Memberships and Dues	28,335	49,165	35,826	32,800
5311 Postage, Express, and Freight	39	3,150	2,600	3,150
5313 Printing and Binding	1,620	12,786	5,000	8,100
5335 Advertising and Recording	-	-	-	10,000
5344 Training and Travel	5,254	15,000	5,672	21,000
5349 Contractual Services	11,278	5,000	-	-
Subtotal Services and Charges	\$ 55,827	\$ 145,601	\$ 53,598	\$ 96,050
Total Expenses	\$ 287,782	\$ 384,911	\$ 303,854	\$ 340,224



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FINANCE DIRECTORATE



 Funded in the General Fund

 Funded in the Utility Fund

**FY 2016-2017 PROPOSED BUDGET
FINANCE DIRECTORATE**

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Accounting and Financial Planning	\$ 1,628,386	\$ 1,995,637	\$ 1,905,314	\$ 2,103,656
Municipal Court	651,527	693,224	718,724	657,204
Purchasing	279,432	317,304	282,784	347,888
Finance Directorate Total	\$ 2,559,345	\$ 3,006,165	\$ 2,906,822	\$ 3,108,748

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 1,958,864	\$ 2,316,591	\$ 2,304,663	\$ 2,480,916
Supplies	21,207	17,665	17,250	17,780
Repairs & Maintenance	420	750	250	-
Services & Charges	578,854	671,159	584,659	610,052
Finance Category Total	\$ 2,559,345	\$ 3,006,165	\$ 2,906,822	\$ 3,108,748

FINANCE DIRECTORATE ACCOUNTING AND FINANCIAL PLANNING

MISSION STATEMENT

To maximize the use of financial resources by creating a more efficient system to facilitate the transactions involving the collection, disbursement and reporting of City funds; to maintain an efficient system of billing and collecting of City funds; and to provide fiscal control and guidance for all city funds while complying with applicable local, state and federal regulations.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Receipt of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the 32nd consecutive year and the Distinguished Budget Presentation Award for the 9th consecutive year
- Continued participation in the Texas Comptroller Leadership Circle Award Program for financial transparency on the City's website, and received the top level of recognition for the 7th consecutive year
- Assisted with the dissolution of Galveston County Municipal Utility District #3
- Prepared and executed the General Obligation Bond Refunding, Series 2016 – refunding \$31.725 million in existing debt with a net present value savings of 8.2% in the amount of \$2.603 million
- Prepared and executed the Certificates of Obligation, Series 2016, funding \$ 9.6 million in tax supported projects and \$ 3.9 million in revenue supported projects
- Coordinated the transition to a new credit card processor for citywide payments
- Participated in the configuration, testing and implementation of the new citywide business management system to replace a 25 year old legacy system
- Ensured budget and Council goals were met through monthly reviews of fiscal and position controls and created monthly financial reporting for City Manager review and analysis

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Provide a timely and accurate annual financial report that fully discloses the City's financial condition and contains an unmodified audit opinion
- Plan, coordinate and facilitate the preparation of the Comprehensive Annual Financial Report (CAFR) so as to receive the Governmental Finance Officers Association award
- Review the City's procedures and its system of internal controls to preserve and protect resources and identify means of improving those controls and revising procedures as required, with a specific focus on fixed assets
- Review of property tax rebate agreements with two Municipal Utility Districts and two Tax Incremental Reinvestment Zones and implement cost savings opportunities as identified
- Continued participation in the configuration, testing and implementation of the new citywide business management system
- Maintain the debt program of the City, including the issuance of new debt, payment of annual debt service and ensure compliance with bond and arbitrage covenants
- Provide investment management for all City funds and bond proceeds in compliance with the City's Investment Policy
- Meet changing professional standards so as to receive the Government Finance Officers Distinguished Budget Award for FY2016

**FY 2016-2017 PROPOSED BUDGET
ACCOUNTING AND FINANCIAL PLANNING**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 1,090,813	\$ 1,378,336	\$ 1,357,536	\$ 1,531,795
Supplies	7,176	6,500	6,065	5,800
Services & Charges	530,397	610,801	541,713	566,061
TOTAL	\$ 1,628,386	\$ 1,995,637	\$ 1,905,314	\$ 2,103,656

BUDGET HIGHLIGHTS

Personnel Services - Increase of \$153,459 due to separation pay anticipated in FY2017 of \$104,496 and annualized cost of FY2016 merit increases

Services & Charges - Decrease in credit card fees due to change the credit card processor

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Number of vendor payments completed	7,289	8,584	8,600	8,800
Number of electronic payments as a percent of total vendor payments	52%	55%	55%	57%
Number of funds managed	59	63	62	61
Investments in compliance with policy and PFIA	100%	100%	100%	100%
Unqualified Audit Opinion	YES	YES	YES	YES
Audit Deficiencies Identified	0	1	0	0
GFOA CAFR Award	YES	YES	YES	YES
GFOA Budget Award	YES	YES	YES	YES
City's CO/GO bond rating-Moody's	Aa2	Aa2	Aa2	Aa2
City's CO/GO bond rating-S&P	AA	AA	AA	AA
City's Water/Sewer bond rating-Moody's	Aa2	Aa2	Aa2	Aa2
City's Water/Sewer bond rating-S&P	AA	AA	AA	AA

PERSONNEL				
POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Director of Finance	1.00	0.00	0.00	0.00
Assistant City Manager / Finance Director	0.00	1.00	1.00	1.00
Assistant Director of Finance	0.00	1.00	1.00	1.00
Controller	1.00	0.00	0.00	0.00
Budget & Financial Planning Manager	0.00	1.00	1.00	1.00
Budget Manager	1.00	0.00	0.00	0.00
Senior Financial Analyst	0.00	1.00	1.00	1.00
Financial Analyst	0.00	1.00	1.00	1.00
Budget Analyst	1.00	0.00	0.00	0.00
Grants & CIP Administrator	0.00	1.00	1.00	1.00
CIP Project Administrator	1.00	0.00	0.00	0.00
Accounting Manager	1.00	1.00	1.00	1.00
A/R Supervisor	0.00	0.50	0.50	0.50
Tax / Revenue Supervisor	0.50	0.00	0.00	0.00
Senior Accountant	2.00	2.00	1.00	1.00
Accountant II	0.00	0.00	1.00	1.00
Accountant	2.00	2.00	2.00	2.00
Accounts Payable Specialist	2.00	2.00	2.00	2.00
Accounting Technician	0.00	1.00	1.00	1.00
Executive Assistant	0.50	0.50	0.50	0.50
TOTAL	13.00	15.00	15.00	15.00

**FY 2016-2017 PROPOSED BUDGET
ACCOUNTING AND FINANCIAL PLANNING**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 772,303	\$ 1,017,245	\$ 972,237	\$ 1,045,040
5004 Vacancy Savings	-	(29,730)	-	(29,240)
5006 Separation Pay	5,216	-	-	85,470
5009 Certification Pay	13,200	-	-	-
5014 Retirement	119,994	157,805	149,054	172,086
5015 Longevity	13,820	15,530	13,596	15,760
5016 FICA	58,525	79,088	70,803	87,347
5018 Employee Insurance	103,255	133,398	147,046	150,532
5020 Employee Allowance	4,500	4,500	4,500	4,500
5050 Overtime	-	500	300	300
Subtotal Personnel Services	\$ 1,090,813	\$ 1,378,336	\$ 1,357,536	\$ 1,531,795
Supplies				
5101 Office Supplies	6,474	6,500	5,500	5,500
5123 Small Tools and Minor Equipment	655	-	-	-
5147 Meeting Expenses	47	-	565	300
Subtotal Supplies	\$ 7,176	\$ 6,500	\$ 6,065	\$ 5,800
Services & Charges				
5305 Professional Fees	93,575	88,450	92,147	90,763
5310 Memberships and Dues	2,716	4,141	4,087	4,142
5311 Postage, Express, and Freight	1,234	1,600	1,500	1,600
5312 Banking Fees	106,340	110,370	85,418	86,805
5313 Printing and Binding	3,647	6,160	4,143	6,845
5329 Technology Maintenance and Services	12,000	12,000	12,000	12,000
5335 Advertising and Recording	2,599	2,082	1,000	1,000
5344 Training and Travel	4,430	10,300	11,496	12,300
5345 Appraisal District Fees	287,661	360,583	315,605	335,866
5349 Contractual Services	16,195	15,115	14,317	14,740
Subtotal Services and Charges	\$ 530,397	\$ 610,801	\$ 541,713	\$ 566,061
Total Expenses	\$ 1,628,386	\$ 1,995,637	\$ 1,905,314	\$ 2,103,656

**FINANCE DIRECTORATE
MUNICIPAL COURT****MISSION STATEMENT**

To provide League City an expeditious, equitable and impartial court system which will administer the laws that govern its citizens while adhering to the established philosophies of integrity and justice in order to preserve the high quality of life by ensuring compliance with city ordinances, penal and traffic laws.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Participated in the state wide warrant round-up
- Continued to improve staff level skills by cross training and rotation of Court duties
- All staff maintained levels I and/or II of the Texas Court Clerks Certification Program
- Participated in and celebrated Municipal Courts Week
- Participated in the League City “Citizen’s Academy” and Student Day in Government

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Continue professional development of staff by attending Texas Municipal Courts Education Center seminars to maintain Texas Court Clerks certifications and increase level of expertise and proficiency in the affairs of the Municipal Court
- Continue to cross train staff to ensure continuity and efficiency
- Continue to participate in state wide warrant round-up
- Support and assist Sr. Deputy Court Clerk in achieving Level III certification as Certified Municipal Court Clerk

**FY 2016-2017 PROPOSED BUDGET
MUNICIPAL COURT**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 632,874	\$ 675,479	\$ 703,079	\$ 639,234
Supplies	7,271	4,165	4,185	4,780
Services & Charges	11,382	13,580	11,460	13,190
TOTAL	\$ 651,527	\$ 693,224	\$ 718,724	\$ 657,204

BUDGET HIGHLIGHTS

Personnel Services - The decrease for FY 2017 is the Warrant Officer position is split to Municipal Court Building Security Fund (.33)

PERFORMANCE MEASURES

MEASURES	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Violations filed	15,954	15,777	15,100	15,500
Disposed violations	15,718	15,901	15,000	16,000
Warrants issued	4,747	5,026	4,800	5,000
Warrants cleared	4,618	4,761	5,000	5,500
Outstanding warrants at year end	5,580	5,758	5,800	6,000

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Part-Time Municipal Court Judge	1.00	1.00	1.00	1.00
Court Administrator	1.00	1.00	1.00	1.00
Senior Deputy Court Clerk	1.00	1.00	1.00	1.00
Deputy Court Clerk	4.00	4.00	4.00	4.00
Warrant Coordinator	1.00	1.00	1.00	1.00
Warrant Officer	1.00	1.00	1.00	0.67
TOTAL	9.00	9.00	9.00	8.67

**FY 2016-2017 PROPOSED BUDGET
MUNICIPAL COURT**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 438,312	\$ 469,296	\$ 488,530	\$ 453,024
5004 Vacancy Savings	-	(20,990)	-	(20,510)
5006 Separation Pay	-	-	420	-
5009 Certification Pay	14,500	3,660	3,650	2,800
5014 Retirement	57,064	61,627	60,508	58,546
5015 Longevity	8,117	9,220	8,199	8,933
5016 FICA	27,024	37,196	28,381	35,864
5018 Employee Insurance	80,071	91,670	89,635	77,177
5020 Employee Allowance	4,800	4,800	4,800	4,400
5050 Overtime	2,986	19,000	18,956	19,000
Subtotal Personnel Services	\$ 632,874	\$ 675,479	\$ 703,079	\$ 639,234
Supplies				
5101 Office Supplies	3,389	3,185	3,185	3,625
5181 Uniforms	752	980	1,000	1,155
5194 Computer Equipment and Software	3,130	-	-	-
Subtotal Supplies	\$ 7,271	\$ 4,165	\$ 4,185	\$ 4,780
Services & Charges				
5310 Memberships and Dues	372	300	380	600
5311 Postage, Express, and Freight	5,796	6,000	4,600	4,500
5313 Printing and Binding	520	1,320	520	1,000
5317 Equipment Rental	-	350	350	500
5344 Training and Travel	2,756	3,710	3,710	4,190
5349 Contractual Services	1,938	1,900	1,900	2,400
Subtotal Services and Charges	\$ 11,382	\$ 13,580	\$ 11,460	\$ 13,190
Total Expenses	\$ 651,527	\$ 693,224	\$ 718,724	\$ 657,204



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FINANCE DIRECTORATE PURCHASING

MISSION STATEMENT

To procure goods and services that provides the best value to the City of League City within legal guidelines established by the City Council and the State of Texas.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Developed and conducted training for new pCard users and administrative support
- Implemented new procedures to improve the administration and monitoring of the pCard program by strengthening internal controls in order to safeguard the assets of the City
- Implemented the use of Blanket Purchase Orders to improve contract administration and monitoring
- Established detailed procedures for the management of the disposal of surplus property and conducted four auctions to dispose of surplus property and equipment
- Worked with the Information Technology Department to implement the new City-wide information system

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Continue to work with IT to implement the new City-wide information system
- Revise processes and procedures to fully utilize the Tyler software system
- Develop closer relationships with the Chamber of Commerce and the Economic Development Department to increase local provider purchases
- Seek opportunities to create more city-wide agreements that will save money and help with efficiencies
- Work with departments on a Central Stores and Inventory Control process where feasible
- Participate in the National Purchasing Institute Achievement of Excellence in Procurement Award program. This award is based on demonstrated excellence in innovation, professionalism, productivity, e-procurement and leadership attributes of the procurement organization

**FY 2016-2017 PROPOSED BUDGET
PURCHASING**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 235,177	\$ 262,776	\$ 244,048	\$ 309,887
Supplies	6,760	7,000	7,000	7,200
Repairs & Maintenance	420	750	250	-
Services & Charges	37,075	46,778	31,486	30,801
TOTAL	\$ 279,432	\$ 317,304	\$ 282,784	\$ 347,888

BUDGET HIGHLIGHTS

Personnel Services - Increase in FY 2017 is due to an addition of one (1) Purchasing Buyer

Services & Charges – Decrease in the FY 2017 budget due to the elimination of the lease of City Hall copiers (\$12,000) and reduction in the shredding expense for FY 2017

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Purchase Orders Issued	1,345	1,816	1,800	1,800
Purchase Orders Issued (Millions)	\$60.4	\$36.9	\$34.3	\$45.0
Request for Qualifications	1	2	1	3
Request for Proposals	20	11	10	12
Sealed Bids	43	36	35	35
Number of Purchasing Card Transactions	10,930	8,847	9,180	9,000
Purchasing Card Transactions (Millions)	\$3.3	\$1.6	\$1.5	\$1.5

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Purchasing Manager	1.00	1.00	1.00	1.00
Contract Administrator	1.00	1.00	1.00	1.00
Buyer	1.00	1.00	1.00	2.00
TOTAL	3.00	3.00	3.00	4.00

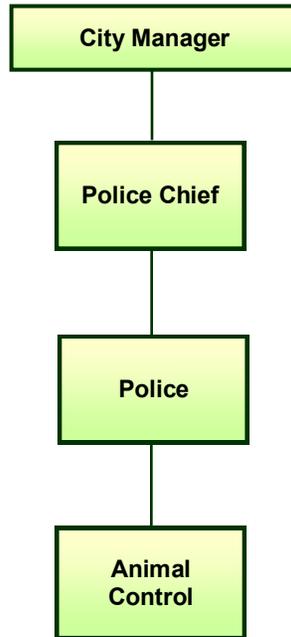
**FY 2016-2017 PROPOSED BUDGET
PURCHASING**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 155,447	\$ 185,485	\$ 177,164	\$ 225,959
5004 Vacancy Savings	-	(2,610)	-	(2,470)
5006 Separation Pay	4,855	-	-	-
5009 Certification Pay	6,200	-	-	-
5014 Retirement	25,400	28,781	27,409	35,145
5015 Longevity	1,306	1,730	1,200	1,740
5016 FICA	12,468	14,350	13,764	18,534
5018 Employee Insurance	26,332	32,840	20,811	27,279
5020 Employee Allowance	1,477	1,800	1,200	1,200
5050 Overtime	1,692	400	2,500	2,500
Subtotal Personnel Services	\$ 235,177	\$ 262,776	\$ 244,048	\$ 309,887
Supplies				
5101 Office Supplies	6,760	7,000	7,000	7,200
Subtotal Supplies	\$ 6,760	\$ 7,000	\$ 7,000	\$ 7,200
Repairs & Maintenance				
5215 Building and Ground Maintenance	420	250	250	-
5240 Equipment Repair and Maintenance	-	500	-	-
Subtotal Repairs and Maintenance	\$ 420	\$ 750	\$ 250	\$ -
Services & Charges				
5310 Memberships and Dues	781	1,028	1,451	1,501
5311 Postage, Express, and Freight	1	-	2	-
5317 Equipment Rental	26,045	28,000	20,000	16,000
5335 Advertising and Recording	4,291	5,000	3,000	4,000
5344 Training and Travel	1,591	2,750	3,500	4,800
5349 Contractual Services	4,366	10,000	3,533	4,500
Subtotal Services and Charges	\$ 37,075	\$ 46,778	\$ 31,486	\$ 30,801
Total Expenses	\$ 279,432	\$ 317,304	\$ 282,784	\$ 347,888



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POLICE DIRECTORATE



**FY 2016-2017 PROPOSED BUDGET
POLICE**

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Police	\$ 17,295,834	\$ 18,248,529	\$ 18,091,039	\$ 18,640,402
Animal Control	728,187	829,311	742,131	812,179
Police Directorate Total	\$ 18,024,021	\$ 19,077,840	\$ 18,833,170	\$ 19,452,581

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 15,916,719	\$ 16,520,197	\$ 16,470,888	\$ 16,964,836
Supplies	617,843	734,256	601,425	747,915
Repairs & Maintenance	328,341	403,249	401,349	447,015
Services & Charges	1,065,364	1,109,752	1,070,419	1,171,000
Special Programs	20,706	19,550	19,550	28,300
Capital Outlay	75,048	290,836	269,539	93,515
Police Category Total	\$ 18,024,021	\$ 19,077,840	\$ 18,833,170	\$ 19,452,581

POLICE DIRECTORATE

POLICE

MISSION STATEMENT

The League City Police Department (LCPD) is devoted to protecting life, property and individual liberties while enhancing the quality of life. To achieve these ends we are committed to forming and promoting practical partnerships with each other and those we serve.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Acquired, trained and equipped a fourth K-9 unit, and now all Patrol shifts have an assigned K-9
- Equipped and trained all on-duty Patrol Officers with the Brazos Tech ticket writers
- Made the 40hr Critical Incident Training certification course available to all Patrol officers
- Created a link between LCPD and Galveston County District Attorney's Office for sharing digital files (video, audio and images)
- Purchased unmarked vehicles for officers transferred to non-patrol positions and repurposed their assigned marked units back to the Patrol Division. This saved the City approximately \$28,000 per vehicle as well as saving cost per mile driven
- Added Police Departments from Seabrook, Kemah, Santa Fe and Dickinson to the Grid-Consortium where LCPD is the host agency
- Setup and launched remote bonding for jail operations with the Galveston County Sheriff's Department
- Completed development of Best Practices minimum mandatory training model; completing two classes towards the Department's goal of being in compliance

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Achieve recognized status through the Texas Chiefs Association Best Practices Program
- Work towards possible Accreditation for Evidence Section
- Continue to work with Texas Department of Transportation to develop an inspection site for the LCPD's Commercial Motor Vehicle Enforcement Officers
- Establish a structured bike patrol for the business district on the weekends and holidays
- Add the following Police Departments to the Grid-Consortium: Port of Houston, Jamaica Beach and Morgan's Point
- Hire and deploy staffing to achieve 110% of those officers currently assigned to the Patrol Division to accommodate vacancies due to attrition, military deployments, light duty, etc.

**FY 2016-2017 PROPOSED BUDGET
POLICE**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 15,402,868	\$ 15,928,559	\$ 15,922,168	\$ 16,370,737
Supplies	569,322	671,241	549,995	687,485
Repairs & Maintenance	313,306	386,566	385,216	430,493
Services & Charges	914,584	973,074	944,571	1,029,872
Special Programs & Events	20,706	19,550	19,550	28,300
Capital Outlay	75,048	269,539	269,539	93,515
TOTAL	\$ 17,295,834	\$ 18,248,529	\$ 18,091,039	\$ 18,640,402

BUDGET HIGHLIGHTS

Personnel Services - Increase due to the addition of two (2) Lieutenants \$237,447 and a new position, GRID Consortium Officer (.15) \$10,957 to be shared with the Public Safety Technology Fund

Supplies – Increase in Training Supplies \$5,000 to accommodate Best Practices Curriculum as set forth in the departmental goals for FY 2017; Small Tools and Minor Equipment increased \$14,874 to replace body mics/transmitters and for polygrapher equipment; Small Tools and Operating Supplies increased for taser replacements \$15,821 and to purchase additional speed display signs \$18,960 to keep up with citizens requests and for the department to conduct more speed surveys; Gas, Oil, Grease & Lubrication decreased (\$57,000); Uniforms and Clothing increased \$8,018 and Computer Equipment & Software increased \$10,800 for the new personnel added in FY 2017

Repairs & Maintenance – Vehicle Repair & Maintenance increased \$45,127 for FY 2017

Services & Charges – Motor Pool Lease Fees increased \$37,013 for FY 2017; Training & Travel was increased \$11,700 for the training of a detective to be a polygrapher

Special Programs & Events – An additional \$5,000 was included in Special Events for LCPD to host the 2017 Galveston County Peace Officer Memorial

Capital Outlay – In FY 2017, \$64,935 was added for a marked vehicle to be used in the Patrol Division created by the two new lieutenant positions; in addition, four scales \$19,580 to be used by the CVE Officers

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Calls for Service	38,948	40,404	38,716	39,373
Arrests	3,855	4,322	4,360	4,394
Motor Vehicle Accidents	1,724	1,955	1,876	1,944
Response Time Averages for Priority 1 Calls	4:56	4:48	4:47	4:46

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Chief of Police	1.00	1.00	1.00	1.00
Assistant Chief of Police	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00
Lieutenant	7.00	7.00	7.00	9.00
Sergeant	16.00	16.00	16.00	16.00
Police Officer	94.00	94.00	94.00	94.00
Support Services Bureau Manager	1.00	1.00	0.00	0.00
Support Services Bureau Commander	0.00	0.00	1.00	1.00
Crime Victims Advocate	1.00	1.00	1.00	1.00
GRID Consortium Officer	0.00	0.00	0.00	0.15
Alcohol Breath Technician Supervisor	1.00	1.00	1.00	1.00
Communications Manager	1.00	1.00	1.00	1.00
Lead Telecommunicators	4.00	4.00	4.00	4.00

**FY 2016-2017 PROPOSED BUDGET
POLICE**

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Telecommunicator	16.00	16.00	16.00	16.00
Evidence/Forensic Lab Manager	0.00	0.00	1.00	1.00
Forensic Specialist	1.00	1.00	0.00	0.00
Evidence Technician II	0.00	0.00	1.00	1.00
Evidence Technician	2.00	2.00	1.00	1.00
Lead Detention Officer	1.00	0.00	0.00	0.00
Detention Officer	12.00	12.00	12.00	12.00
Records Supervisor	1.00	1.00	1.00	1.00
Records Technician	0.00	3.00	0.00	0.00
Records Specialist	2.00	0.00	3.00	3.00
Office Support Specialist	3.00	3.00	3.00	3.00
Executive Secretary	0.00	1.00	0.00	0.00
Executive Assistant	1.00	0.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00
Courier	1.00	1.00	1.00	1.00
TOTAL	171.00	171.00	171.00	173.15

**FY 2016-2017 PROPOSED BUDGET
POLICE**

LINE ITEM DETAIL

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 9,748,660	\$ 10,718,303	\$ 10,214,069	\$ 11,076,988
5004 Vacancy Savings	-	(396,160)	-	(415,200)
5006 Separation Pay	178,294	-	158,186	-
5009 Certification Pay	371,530	230,625	287,377	284,100
5014 Retirement	1,672,983	1,804,448	1,760,236	1,875,323
5015 Longevity	148,776	166,060	142,664	163,304
5016 FICA	816,112	902,763	880,068	927,516
5017 Assignment Pay	71,346	72,530	63,068	74,082
5018 Employee Insurance	1,647,044	1,786,590	1,781,103	1,738,650
5020 Employee Allowance	83,467	93,400	85,397	95,974
5033 Warrant Service	18,158	-	-	-
5050 Overtime	646,498	550,000	550,000	550,000
Subtotal Personnel Services	\$ 15,402,868	\$ 15,928,559	\$ 15,922,168	\$ 16,370,737
Supplies				
5101 Office Supplies	22,067	22,865	23,530	23,435
5105 Janitorial Supplies	1,620	1,790	1,790	2,000
5110 Books and Periodicals	1,925	3,558	3,550	3,416
5111 Audio Visual Supplies	2,621	2,950	2,950	3,650
5119 Office Furniture	47	874	210	-
5121 Training Supplies	90,272	94,567	94,560	99,244
5123 Small Tools and Minor Equipment	15,974	13,950	13,950	28,824
5125 Small Tools and Operating Supplies	84,255	105,356	105,350	129,876
5129 K-9 Unit Supplies	10,118	9,375	9,375	11,719
5131 Jail Operations	31,883	37,755	37,000	40,660
5134 Police Investigation Supplies	14,339	14,860	14,860	14,860
5145 Gas and Oil	194,246	270,400	150,000	213,400
5165 Traffic Control Supplies	1,558	2,453	2,450	2,590
5181 Uniforms	76,336	70,420	70,420	81,641
5194 Computer Equipment and Software	18,356	15,068	15,000	27,170
5199 Miscellaneous Supplies	3,705	5,000	5,000	5,000
Subtotal Supplies	\$ 569,322	\$ 671,241	\$ 549,995	\$ 687,485
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	304,550	366,416	366,416	411,543
5240 Equipment Repair and Maintenance	8,756	20,150	18,800	18,950
Subtotal Repairs and Maintenance	\$ 313,306	\$ 386,566	\$ 385,216	\$ 430,493

**FY 2016-2017 PROPOSED BUDGET
POLICE**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Services & Charges				
5305 Professional Fees	9,951	17,900	10,000	18,525
5310 Memberships and Dues	6,360	11,000	11,000	12,473
5311 Postage, Express, and Freight	8,641	10,000	8,000	8,400
5313 Printing and Binding	13,903	20,766	20,000	20,406
5317 Equipment Rental	14,718	15,500	17,200	12,190
5321 Uniform Expense	5,613	8,000	6,000	8,000
5327 Capital Replacement Fees	564,760	599,561	599,561	636,574
5329 Technology Maintenance and Services	55,151	64,331	49,700	58,778
5337 Subscription Services	3,783	5,240	5,240	8,370
5344 Training and Travel	142,932	131,800	131,800	151,744
5349 Contractual Services	73,534	82,206	79,100	86,332
5352 Utility Costs - Telephone	898	1,770	1,770	1,080
5353 Utility Cost - Water	14,340	5,000	5,200	7,000
Subtotal Services and Charges	\$ 914,584	\$ 973,074	\$ 944,571	\$ 1,029,872
Special Programs				
5455 Special Events	18,433	16,250	16,250	25,000
5458 Employee Programs	2,273	3,300	3,300	3,300
Subtotal Special Programs	\$ 20,706	\$ 19,550	\$ 19,550	\$ 28,300
Capital Outlay				
5552 Autos and Trucks	75,048	269,539	269,539	64,935
5573 Equipment	-	-	-	28,580
Subtotal Capital Outlay	\$ 75,048	\$ 269,539	\$ 269,539	\$ 93,515
Total Expenses	\$ 17,295,834	\$ 18,248,529	\$ 18,091,039	\$ 18,640,402



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**POLICE DIRECTORATE
ANIMAL CONTROL****MISSION STATEMENT**

To provide humane education to the public, promoting responsible pet ownership and humane treatment of all animals. To provide the enforcement of City ordinances and State laws pertaining to animals and the welfare of the citizens of League City.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Completed a feasibility study project for a new adoption center
- Received funding from City Council to make interim repairs to the existing facility
- Became an adoption partner with a second PetsMart location (Baybrook)
- Achieved a live release rate of 89.6% (Euthanasia rate 10.4%)
- Held a large 2 day adoption event that resulted in 218 adoptions
- Partnered with Pet Vaccination services to hold low cost vaccination clinics monthly
- Received donations of animal food and supplies valued at approximately \$25,000
- Recruited and trained in excess of 100 volunteers

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Complete interim repairs to the existing facility
- Reduce the euthanasia rate to under 10%
- Implement a low cost micro-chip program for League City residents supported and enforced by ordinance
- Conduct at least 15 off site adoption/micro chipping/registration events
- Explore opportunities to partner with local businesses for sponsorships
- Increase public outreach visits to nursing homes and schools

**FY 2016-2017 PROPOSED BUDGET
ANIMAL CONTROL**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 513,851	\$ 591,638	\$ 548,720	\$ 594,099
Supplies	48,521	63,015	51,430	60,430
Repairs & Maintenance	15,035	16,683	16,133	16,522
Services & Charges	150,780	136,678	125,848	141,128
Capital Outlay	-	21,297	-	-
TOTAL	\$ 728,187	\$ 829,311	\$ 742,131	\$ 812,179

BUDGET HIGHLIGHTS

Personnel Services – Annualized FY 2016 Merit

Services and Charges - Equipment Rental decreased (\$1,600) due to the copier being purchased as a buy-out at the end of the lease period in FY 2016; Motor Pool Lease Fees increased \$2,455; Utilities-Water increased \$4,450 for FY 2017

Capital Outlay – No capital outlay is projected for FY 2017

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Calls for Service (<i>Calls Animal Control Officers respond to from the public and self initiated</i>)	3,837	3,827	3,898	3,956
Animal Intake (<i>Total number of animals brought into the shelter by the Animal Control Officers</i>)	2,280	2,846	2,712	2,503
Animal Live Release (<i>This includes adoptions, animals claimed by their owners and animals transferred to other shelters.</i>)	1,329	1,862	1,820	1,650
Animals Euthanized	238	273	286	251

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Animal Services Manager	1.00	1.00	1.00	1.00
Animal Control Supervisor	1.00	1.00	1.00	1.00
Animal Control Officer	4.00	4.00	4.00	4.00
Office Support Assistant	1.00	1.00	1.00	1.00
Kennel Worker	2.00	2.00	2.00	2.00
Community Outreach/Volunteer Coordinator	1.00	1.00	1.00	1.00
TOTAL	10.00	10.00	10.00	10.00

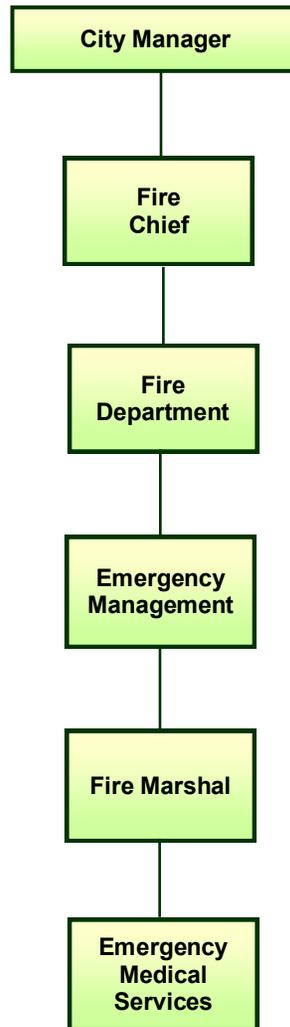
**FY 2016-2017 PROPOSED BUDGET
ANIMAL CONTROL**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 303,399	\$ 376,200	\$ 326,578	\$ 375,710
5004 Vacancy Savings	-	(17,940)	-	(18,750)
5009 Certification Pay	6,450	-	-	-
5014 Retirement	54,506	66,175	61,008	66,438
5015 Longevity	1,797	3,270	2,687	3,860
5016 FICA	27,037	32,853	29,612	32,860
5018 Employee Insurance	65,059	75,080	74,635	77,981
5020 Employee Allowance	5,293	6,000	4,200	6,000
5050 Overtime	50,310	50,000	50,000	50,000
Subtotal Personnel Services	\$ 513,851	\$ 591,638	\$ 548,720	\$ 594,099
Supplies				
5101 Office Supplies	856	3,000	2,000	2,000
5105 Janitorial Supplies	4,202	11,000	6,000	8,000
5110 Books and Periodicals	20	250	250	250
5119 Office Furniture	315	500	480	500
5123 Small Tools and Minor Equipment	4,118	6,000	6,000	8,400
5125 Small Tools and Operating Supplies	21,049	17,700	17,700	21,000
5145 Gas and Oil	10,029	13,265	8,000	10,980
5181 Uniforms	1,446	2,000	2,000	2,000
5185 Chemicals, Drugs, and Labs	6,486	9,300	9,000	7,300
Subtotal Supplies	\$ 48,521	\$ 63,015	\$ 51,430	\$ 60,430
Repairs & Maintenance				
5215 Building and Ground Maintenance	1,250	1,800	1,250	1,800
5230 Vehicle Repair and Maintenance	13,550	14,383	14,383	14,222
5240 Equipment Repair and Maintenance	235	500	500	500
Subtotal Repairs and Maintenance	\$ 15,035	\$ 16,683	\$ 16,133	\$ 16,522
Services & Charges				
5305 Professional Fees	60,826	55,520	55,500	55,520
5310 Memberships and Dues	295	750	750	750
5311 Postage, Express, and Freight	48	150	150	150
5313 Printing and Binding	-	1,130	600	525
5317 Equipment Rental	3,756	4,000	1,500	2,400
5321 Uniform Expense	-	120	-	120
5327 Capital Replacement Fees	22,300	18,848	18,848	21,303
5344 Training and Travel	4,077	6,660	6,000	6,660
5349 Contractual Services	48,244	45,000	35,000	45,000
5353 Utility Cost - Water	10,014	4,500	7,500	8,700
5399 Miscellaneous Services	1,220	-	-	-
Subtotal Services and Charges	\$ 150,780	\$ 136,678	\$ 125,848	\$ 141,128
Capital Outlay				
5552 Autos and Trucks	-	21,297	-	-
Subtotal Capital Outlay	\$ -	\$ 21,297	\$ -	\$ -
Total Expenses	\$ 728,187	\$ 829,311	\$ 742,131	\$ 812,179



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FIRE DIRECTORATE



**FY 2016-2017 PROPOSED BUDGET
FIRE DEPARTMENT**

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Fire Department	\$ 1,729,498	\$ 1,837,519	\$ 1,835,490	\$ 2,491,090
Fire Marshal	491,625	509,424	435,460	673,560
Emergency Medical Services	3,124,675	3,083,358	3,120,079	3,198,049
Emergency Management	204,985	194,450	144,417	195,637
Fire Department Directorate Total	\$ 5,550,783	\$ 5,624,751	\$ 5,535,446	\$ 6,558,336

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 3,332,872	\$ 3,460,923	\$ 3,384,175	\$ 3,777,769
Supplies	433,942	494,810	464,709	564,599
Repairs & Maintenance	404,317	442,507	453,001	503,462
Services & Charges	1,271,711	1,086,561	1,094,421	1,374,703
Special Programs	107,941	139,950	139,140	143,500
Capital Outlay	-	-	-	194,303
Fire Department Category Total	\$ 5,550,783	\$ 5,624,751	\$ 5,535,446	\$ 6,558,336

**FIRE DIRECTORATE
FIRE DEPARTMENT****MISSION STATEMENT**

It is the mission of the League City Fire Department to preserve life and property, promote public safety and foster economic growth through leadership, management and actions, as an all-risk life safety response provider that is committed to superior service to our customers, the citizens and visitors of League City.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Provided the highest level of service at reduced costs without compromising safety of responders or the community
- Started the Day Crew program for staffing Fire Station One with volunteer firefighters in January during the daylight hours. This reduced average emergency response time by over one and a half minutes
- Converted Fire Station One upstairs into a dormitory for crews to be able to respond from the station during nighttime hours
- Increased active volunteer membership by over 10% through continued recruitment. Anticipate the actual increase to be 15%-17% for FY 16
- Implemented a branding and marketing mindset for the department to continue to provide confidence of service to the community. This included recruiting drives, open houses and public education and holiday events

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Increase volunteer involvement in staffing fire stations through enhanced stipend incentives
- To continue to improve response times
- To convert Fire Station Three office space into dormitory space for crews to be able to respond from the station during night hours
- Secure land and begin preliminary work for a new fire station
- Complete a training room expansion project for firefighter training programs
- Secure formal, written mutual aid agreements with neighboring fire departments

**FY 2016-2017 PROPOSED BUDGET
FIRE DEPARTMENT**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 230,354	\$ 300,438	\$ 305,077	\$ 463,280
Supplies	201,808	286,950	271,809	334,746
Repairs & Maintenance	278,816	304,104	308,638	350,690
Services & Charges	915,104	813,027	816,966	1,049,271
Special Programs & Events	103,416	133,000	133,000	136,800
Capital Outlay	-	-	-	156,303
TOTAL	\$ 1,729,498	\$ 1,837,519	\$ 1,835,490	\$ 2,491,090

BUDGET HIGHLIGHTS

Personnel Services - In FY 2017, stipends for nighttime staffing \$141,333 has been added to this budget, plus increase daytime staffing stipends for the full year \$14,981

Supplies - Knox Key Retention Devices will be replaced in FY 2017 for \$24,221; new member uniforms and daycrew boots \$17,025

Repairs & Maintenance - Increase in FY 2017 of preventative maintenance on rescue tools, bunker gear cleaning and repairs due to new regulation by Texas Commission of Fire Protection \$ 17,500; increase in Vehicle Repair & Maintenance of \$28,736

Service & Charges - In FY 2017, Motor Pool Lease fees increased \$152,047 and the firefighter physicals \$80,000 have been moved from the Human Resources budget to the Fire Department budget.

Capital Outlay - Replacement of 27 Self-Contained Breathing Apparatus Backpacks scheduled for FY 2017

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total calls	1,240	1,206	1,230	1,400
Total fire operating expenditures per capita	\$10.02	\$15.37	\$17.36	\$19.00
Total incidents per 1,000 residents	14.33	12	12	13
Residential structure fire incidents per 1,000 residents	0.55	0.51	0.55	0.56
Volunteer Fire Department training hours	8,500	7,291	7,500	8,000
False alarms and good intent calls as a percentage of total incidents, non-fire incidents and false alarms	27%	27%	25%	20%
Average response time (first unit on scene)	8:40	9:10	7:30	7:00

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Fire Chief	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	2.00	2.00	2.00	2.00

**FY 2016-2017 PROPOSED BUDGET
FIRE DEPARTMENT**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 151,125	\$ 236,266	\$ 232,122	\$ 391,709
5004 Vacancy Savings	-	(2,010)	-	(3,250)
5006 Separation Pay	10,243	-	-	-
5009 Certification Pay	2,800	-	-	-
5014 Retirement	15,469	22,327	26,203	24,089
5015 Longevity	520	630	455	770
5016 FICA	25,678	18,055	23,679	30,074
5018 Employee Insurance	17,055	17,370	14,818	11,688
5020 Employee Allowance	6,100	7,200	7,200	7,200
5050 Overtime	1,364	600	600	1,000
Subtotal Personnel Services	\$ 230,354	\$ 300,438	\$ 305,077	\$ 463,280
Supplies				
5101 Office Supplies	5,149	4,000	4,000	5,150
5105 Janitorial Supplies	836	1,000	1,000	1,100
5110 Books and Periodicals	-	1,700	1,700	3,000
5119 Office Furniture	3,355	-	-	300
5121 Training Supplies	20,159	25,500	25,500	27,100
5123 Small Tools and Minor Equipment	13,217	12,000	12,190	36,221
5125 Small Tools and Operating Supplies	117,618	176,100	176,100	185,000
5145 Gas and Oil	18,898	34,975	18,000	26,450
5147 Meeting Expenses	3,694	5,000	3,620	4,250
5181 Uniforms	13,319	23,000	23,000	40,000
5183 Safety Supplies	803	-	-	2,500
5185 Chemicals, Drugs, and Labs	3,415	3,675	3,675	3,675
5194 Computer Equipment and Software	1,345	-	2,554	-
5199 Miscellaneous Supplies	-	-	470	-
Subtotal Supplies	\$ 201,808	\$ 286,950	\$ 271,809	\$ 334,746
Repairs & Maintenance				
5215 Building and Ground Maintenance	22,921	25,760	25,760	24,260
5225 Contract Maintenance	79,734	66,200	67,076	84,100
5230 Vehicle Repair and Maintenance	172,570	203,644	203,644	232,380
5240 Equipment Repair and Maintenance	3,591	8,500	12,158	9,950
Subtotal Repairs and Maintenance	\$ 278,816	\$ 304,104	\$ 308,638	\$ 350,690

**FY 2016-2017 PROPOSED BUDGET
FIRE DEPARTMENT**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Services & Charges				
5310 Memberships and Dues	7,087	7,450	7,450	10,450
5311 Postage, Express, and Freight	459	400	603	400
5317 Equipment Rental	5,128	3,408	3,408	4,208
5321 Uniform Expense	252	400	400	400
5324 Fire Dept. Longevity	84,288	80,879	80,879	100,468
5325 Fire Dept. Performance Pay	111,233	128,032	128,032	95,000
5327 Capital Replacement Fees	619,510	485,548	485,548	637,595
5344 Training and Travel	56,978	69,910	69,910	65,000
5349 Contractual Services	-	-	3,649	80,000
5353 Utility Cost - Water	5,733	15,000	15,000	15,000
5392 Volunteer Benefits	24,445	22,000	22,000	40,750
5399 Miscellaneous Services	(9)	-	87	-
Subtotal Services and Charges	\$ 915,104	\$ 813,027	\$ 816,966	\$ 1,049,271
Special Programs				
5403 Fire Dept. Pension Contribution	99,674	125,000	125,000	125,000
5418 Public Awareness Programs	3,742	8,000	8,000	11,800
Subtotal Special Programs	\$ 103,416	\$ 133,000	\$ 133,000	\$ 136,800
Capital Outlay				
5573 Equipment	-	-	-	156,303
Subtotal Capital Outlay	\$ -	\$ -	\$ -	\$ 156,303
Total Expenses	\$ 1,729,498	\$ 1,837,519	\$ 1,835,490	\$ 2,491,090

FIRE DIRECTORATE FIRE MARSHAL

MISSION STATEMENT

The mission of the League City Fire Marshal's Office is to provide fire and life safety protection to all of our citizens from fires, hazardous materials incidents and other common fire related occurrences, all while demonstrating professionalism, honesty and integrity. This mission can be accomplished by preventing fires through aggressive and thorough fire inspections and educational programs that will reduce the risk from fire. To thoroughly investigate all fires within the city, to determine the origin and cause of each fire, and to prosecute the criminal elements of arson. We will actively participate with our community, serve as role models and strive to effectively and efficiently utilize all resources made available to provide excellent customer service to all of our citizens. We will expect excellence and a personal attitude that encompasses "the best" from each team member.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Continued with the implementation and integration of the updated Firehouse software as we strive to go paperless
- Placed multifamily apartment complexes that have fire alarm, fire sprinkler system and fire hoses on a six month inspection rotation
- Renewed the reduction program of nuisance false alarms by strict enforcement of annual performance testing and deficiency reporting by the Fire Alarm Contractors
- Hired an Assistant Fire Chief/Fire Marshal to fill the vacant position
- Hired a Deputy Fire Marshal to fill the current vacant position
- Implemented a Fire Marshal's review and permit process with the Building Department to ensure that all construction, remodeling or build-out and site plans are properly reviewed and approved by the Fire Marshal's Office, prior to the issuance of the permit
- Organized a Reserve Fire Investigation Team that included obtaining 4 qualified and trained individuals to respond and assist with fire investigations at no salary cost to the City

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Institute a 24 hour, 7 days a week "On-Call" program to ensure that all fires are properly and completely investigated for the cause and origin of the fire and to respond within a reasonable time period from the initial call
- Reduce the false alarm nuisance calls by at least 30% for all commercial structures and multi-family dwellings
- To implement a Fire Inspection program that simplifies the process and increases the annual number of fire inspections
- Implement a permit review program that will reduce the time for approval from two weeks to seven business days
- Institute a program to archive all existing fire inspection files from paper to digital format
- Will adopt the 2015 International Fire Codes. This will assure that the Insurance Service Office insurance (ISO) rating will not be penalized, due to lack of adoption of current codes

**FY 2016-2017 PROPOSED BUDGET
FIRE MARSHAL**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 444,366	\$ 462,945	\$ 394,661	\$ 552,463
Supplies	10,539	12,050	6,378	31,443
Repairs & Maintenance	11,550	14,383	14,383	11,544
Services & Charges	25,170	20,046	20,038	39,810
Special Programs & Events	-	-	-	300
Capital Outlay	-	-	-	38,000
TOTAL	\$ 491,625	\$ 509,424	\$ 435,460	\$ 673,560

BUDGET HIGHLIGHTS

Personnel Services - Reclassifications of the Senior Fire Inspector position (1) and the two Fire Inspector positions (2) to Deputy Fire Marshal positions with the goal to have staff equally qualified and trained to perform all of the functions of the office

Supplies - Purchase small tools and fire scene operating supplies \$6,980, fire scene reporting and diagramming software \$1,550, and uniforms for the Fire Marshal staff \$9,504

Repairs & Maintenance - Decrease in FY 2017 of the Vehicle Repair and Maintenance charges

Services & Charges - Increase in Membership & Dues \$2,114 and Travel and Training \$11,030 in anticipation of being fully staffed in FY 2017; Motor Pool Lease Fees increased \$2,279; Contractual Services increased \$3,400 for Fire Debris Hydrocarbon Analysis and Engineering/Expert Witness services

Capital Outlay - Purchase of (1) Tahoe vehicle for use as the Deputy Fire Marshal's emergency response vehicle for fire scene investigations.

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Fire Inspections	2,438	2,823	3,551	3,600
Public Attendance of Fire Prevention Programs	759	1,943	2,500	2,800
Plans Review	314	170	514	550
Property Loss/Value	1%	6%	10%	25%
Follow-ups as % of Total Inspections	51%	46%	40%	45%

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Fire Marshal	1.00	1.00	0.00	0.00
Asst Fire Chief/Fire Marshal	0.00	0.00	1.00	1.00
Deputy Fire Marshal	2.00	2.00	5.00	5.00
Senior Fire Inspector	1.00	1.00	0.00	0.00
Fire Inspector	2.00	2.00	0.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	7.00	7.00	7.00	7.00

**FY 2016-2017 PROPOSED BUDGET
FIRE MARSHAL**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 242,249	\$ 327,823	\$ 267,936	\$ 386,530
5004 Vacancy Savings	-	(4,620)	-	(5,800)
5006 Separation Pay	56,924	-	-	-
5009 Certification Pay	16,200	-	-	-
5014 Retirement	48,706	46,217	42,518	60,813
5015 Longevity	4,055	5,880	2,829	1,840
5016 FICA	23,907	25,685	19,959	29,860
5018 Employee Insurance	43,747	54,060	54,369	68,520
5020 Employee Allowance	4,373	5,400	4,550	7,200
5050 Overtime	4,205	2,500	2,500	3,500
Subtotal Personnel Services	\$ 444,366	\$ 462,945	\$ 394,661	\$ 552,463
Supplies				
5110 Books and Periodicals	1,387	700	700	1,476
5111 Audio Visual Supplies	-	100	100	600
5123 Small Tools and Minor Equipment	119	150	151	1,910
5125 Small Tools and Operating Supplies	1,695	1,000	1,000	7,980
5145 Gas and Oil	6,649	9,400	3,468	7,723
5181 Uniforms	561	700	959	10,204
5194 Computer Equipment and Software	128	-	-	1,550
Subtotal Supplies	\$ 10,539	\$ 12,050	\$ 6,378	\$ 31,443
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	11,550	14,383	14,383	11,544
Subtotal Repairs and Maintenance	\$ 11,550	\$ 14,383	\$ 14,383	\$ 11,544
Services & Charges				
5310 Memberships and Dues	1,240	1,950	1,942	4,064
5311 Postage, Express, and Freight	118	100	100	691
5321 Uniform Expense	190	-	-	350
5327 Capital Replacement Fees	15,880	10,996	10,996	13,275
5344 Training and Travel	3,080	6,000	6,000	17,030
5349 Contractual Services	4,662	1,000	1,000	4,400
Subtotal Services and Charges	\$ 25,170	\$ 20,046	\$ 20,038	\$ 39,810
Special Programs				
5418 Public Awareness Programs	-	-	-	300
Subtotal Special Programs	\$ -	\$ -	\$ -	\$ 300
5552 Autos and Trucks	-	-	-	38,000
Subtotal Capital Outlay	\$ -	\$ -	\$ -	\$ 38,000
Total Expenses	\$ 491,625	\$ 509,424	\$ 435,460	\$ 673,560



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FIRE DIRECTORATE EMERGENCY MEDICAL SERVICES

MISSION STATEMENT

To improve the quality of life for all citizens; to prevent, prepare for and cope with those events which threaten the quality of life and to deliver the highest quality of pre-hospital health care in the most effective and compassionate manner.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- After reviewing our medical protocols and procedures, Emergency Medical Services (EMS) identified different medications that are more effective and less expensive
- To improve the EMS ability to perform statistical reviews of the Patient Care Reports, EMS changed our Patient Care Reporting system to ESO Solutions. Utilizing analytics, EMS can run up to date statistical reviews
- EMS plans to hold a full scale Mass Casualty drill in the summer of FY 2016
- EMS first attempt at intubations was raised from 73% to 80% in FY 2016. EMS also maintained 100% success rate overall in obtaining an advanced airway
- EMS partnered with one area hospital by providing input and data. As a result of this, Clear Lake Regional Medical Center has obtained their Level 2 trauma center and they have become a comprehensive stroke center
- Instructed over 750 citizens and healthcare workers in CPR; the goal was 500

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- To pursue replacing the EMS special event response cart with grant funding
- To review EMS medical practices with current pre-hospital standards of care
- Due to EMS increasing call volume and increasing responsibilities, EMS proposes adding a fourth unit; this includes purchasing an additional ambulance
- Replace five CPR manikins in our community training center
- Replace the current EMS Patient Care Reporting computers and Mobile Data Terminal computers in all five ambulances
- Incorporate the quality assurance reviews into the current training program

**FY 2016-2017 PROPOSED BUDGET
EMERGENCY MEDICAL SERVICES**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 2,505,699	\$ 2,530,320	\$ 2,564,351	\$ 2,590,927
Supplies	183,192	189,160	180,560	192,360
Repairs & Maintenance	112,161	121,556	128,056	138,987
Services & Charges	321,966	240,022	245,622	273,875
Special Programs & Events	1,657	2,300	1,490	1,900
TOTAL	\$ 3,124,675	\$ 3,083,358	\$ 3,120,079	\$ 3,198,049

BUDGET HIGHLIGHTS

Personnel Services – Overtime increased for a change in policy related to certification pay and the training of Firefighter Paramedics

Repairs & Maintenance – In FY 2017, the contracted mowing for EMS Station One was added to the budget \$6,500; Vehicle Repair & Maintenance fees will increase \$10,402

Services & Charges - The Billing Agency Fees are projected to increase \$20,000 for FY 2017 and the Delinquent Billing Agency fee will decrease (\$10,000); Annual Medical Director Fee of \$5,000 was added; Motor Pool Lease Fees increased \$7,042; Training and Travel increased \$12,600 for the new Fire Medic Program

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total responses (calls)	4,920	5,473	5,900	6,300
Requests for mutual aid	4	18	180	90
EMS billing collections rate	52%	71%	65%	70%
Community outreach contacts	1,356	1,364	1,360	1,380
EMS code enforcement contacts	315	305	310	320
Response time from dispatch to arrival (minutes)	6:12	6:30	6:28	6:00

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
EMS Chief	1.00	1.00	1.00	1.00
Assistant Chief of Operations	0.00	1.00	0.00	0.00
Assistant Chief of Administration	0.00	1.00	0.00	0.00
EMS Assistant Chief	2.00	0.00	2.00	2.00
Medical Supervisor	3.00	3.00	3.00	3.00
Senior Paramedic	4.00	4.00	4.00	4.00
Paramedic FTO	1.00	1.00	1.00	1.00
Paramedic	7.00	6.00	6.00	6.00
Paramedic Trainee	1.00	1.00	1.00	1.00
EMT	6.00	7.00	7.00	7.00
Paramedic P/T (6 Shifts/Week)	4.00	4.00	4.00	4.00
Administrative Assistant	1.00	1.00	1.00	1.00
EMS Training Officer	1.00	1.00	1.00	1.00
TOTAL	31.00	31.00	31.00	31.00

**FY 2016-2017 PROPOSED BUDGET
EMERGENCY MEDICAL SERVICES**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 1,283,902	\$ 1,484,569	\$ 1,366,568	\$ 1,476,720
5004 Vacancy Savings	-	(76,160)	-	(77,800)
5006 Separation Pay	1,462	-	-	-
5009 Certification Pay	63,500	-	-	-
5014 Retirement	253,973	259,821	288,731	262,542
5015 Longevity	18,854	22,740	18,783	22,770
5016 FICA	136,769	146,139	153,115	146,650
5018 Employee Insurance	238,301	252,940	256,383	250,068
5020 Employee Allowance	7,200	7,200	7,200	7,200
5050 Overtime	501,738	433,071	473,571	502,777
Subtotal Personnel Services	\$ 2,505,699	\$ 2,530,320	\$ 2,564,351	\$ 2,590,927
Supplies				
5101 Office Supplies	4,316	3,600	3,900	4,100
5121 Training Supplies	4,504	5,150	5,150	3,500
5123 Small Tools and Minor Equipment	1,196	6,735	6,435	8,400
5125 Small Tools and Operating Supplies	1,812	500	500	500
5127 CART Supplies	-	1,700	200	400
5145 Gas and Oil	39,475	45,675	38,575	46,660
5181 Uniforms	11,000	12,800	12,800	13,800
5185 Chemicals, Drugs, and Labs	120,889	113,000	113,000	115,000
Subtotal Supplies	\$ 183,192	\$ 189,160	\$ 180,560	\$ 192,360
Repairs & Maintenance				
5215 Building and Ground Maintenance	2,890	-	6,500	6,500
5230 Vehicle Repair and Maintenance	66,860	72,201	72,201	82,603
5240 Equipment Repair and Maintenance	42,411	49,355	49,355	49,884
Subtotal Repairs and Maintenance	\$ 112,161	\$ 121,556	\$ 128,056	\$ 138,987
Services & Charges				
5305 Professional Fees	137,551	135,000	140,550	150,000
5310 Memberships and Dues	128	3,149	3,149	1,046
5311 Postage, Express, and Freight	236	200	250	300
5317 Equipment Rental	281	360	360	360
5327 Capital Replacement Fees	168,260	81,691	81,691	88,733
5333 Insurance - All Coverages	30	-	-	-
5344 Training and Travel	14,962	18,000	18,000	31,900
5352 Utility Costs - Telephone	-	1,056	1,056	1,056
5353 Utility Cost - Water	518	566	566	480
Subtotal Services and Charges	\$ 321,966	\$ 240,022	\$ 245,622	\$ 273,875
Special Programs				
5418 Public Awareness Programs	-	300	300	400
5450 Volunteer Benefits	1,657	2,000	1,190	1,500
Subtotal Special Programs	\$ 1,657	\$ 2,300	\$ 1,490	\$ 1,900
Total Expenses	\$ 3,124,675	\$ 3,083,358	\$ 3,120,079	\$ 3,198,049



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FIRE DIRECTORATE EMERGENCY MANAGEMENT

MISSION STATEMENT

The League City Office of Emergency Management promotes citizen and City emergency preparedness through a comprehensive emergency management program that strives to mitigate, prepare for, appropriately respond to and efficiently recover from natural, technological and terrorist-related emergencies that may impact League City.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Submitted twelve Emergency Operations Plan annexes to the Texas Division of Emergency Management for approval to maintain our advanced level of planning preparedness
- Completed Hazard Mitigation Plan review procedures with the state and FEMA and adopted Galveston County Hazard Mitigation Plan
- Conducted over thirty hours of public outreach impacting over 1500 residents
- Established new disaster contracts for debris removal and disaster catering
- Conducted/participated in three exercises, one being a full scale regional exercise designed and hosted by the U.S. Coast Guard
- Earned the National Weather Service's StormReady Community designation

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Work with state and federal partners to increase our training presence in the region, including hosting the T-600 disaster accounting course for League City staff
- Plan and conduct at least three exercises with League City staff
- Develop and test new Emergency Operations Center activation procedures for city staff and partners
- Continue to maintain compliance and receive the Emergency Management Performance grant as well as seek out new grant opportunities in emergency management and public safety
- Conduct at minimum thirty hours of public outreach events
- Submit four Emergency Operations Plan annexes to the Texas Division of Emergency Management for approval to keep us current with the state and federal requirements

**FY 2016-2017 PROPOSED BUDGET
EMERGENCY MANAGEMENT**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 152,453	\$ 167,220	\$ 120,086	\$ 171,099
Supplies	38,403	6,650	5,962	6,050
Repairs & Maintenance	1,790	2,464	1,924	2,241
Services & Charges	9,471	13,466	11,795	11,747
Special Programs & Events	2,868	4,650	4,650	4,500
TOTAL	\$ 204,985	\$ 194,450	\$ 144,417	\$ 195,637

BUDGET HIGHLIGHTS

Personnel Services - Increased due to the filling of a vacant position

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Number of hazard awareness activities delivered to citizens	14	12	10	10
Number of emergency management exercises with participation by EM staff	6	4	4	4
Number of trainings for City staff	11	5	6	10
Number of employees receiving training	75	70	50	100

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Emergency Management Coordinator	1.00	1.00	1.00	1.00
Assistant Emergency Mgmt Coord.	1.00	1.00	1.00	1.00
TOTAL	2.00	2.00	2.00	2.00

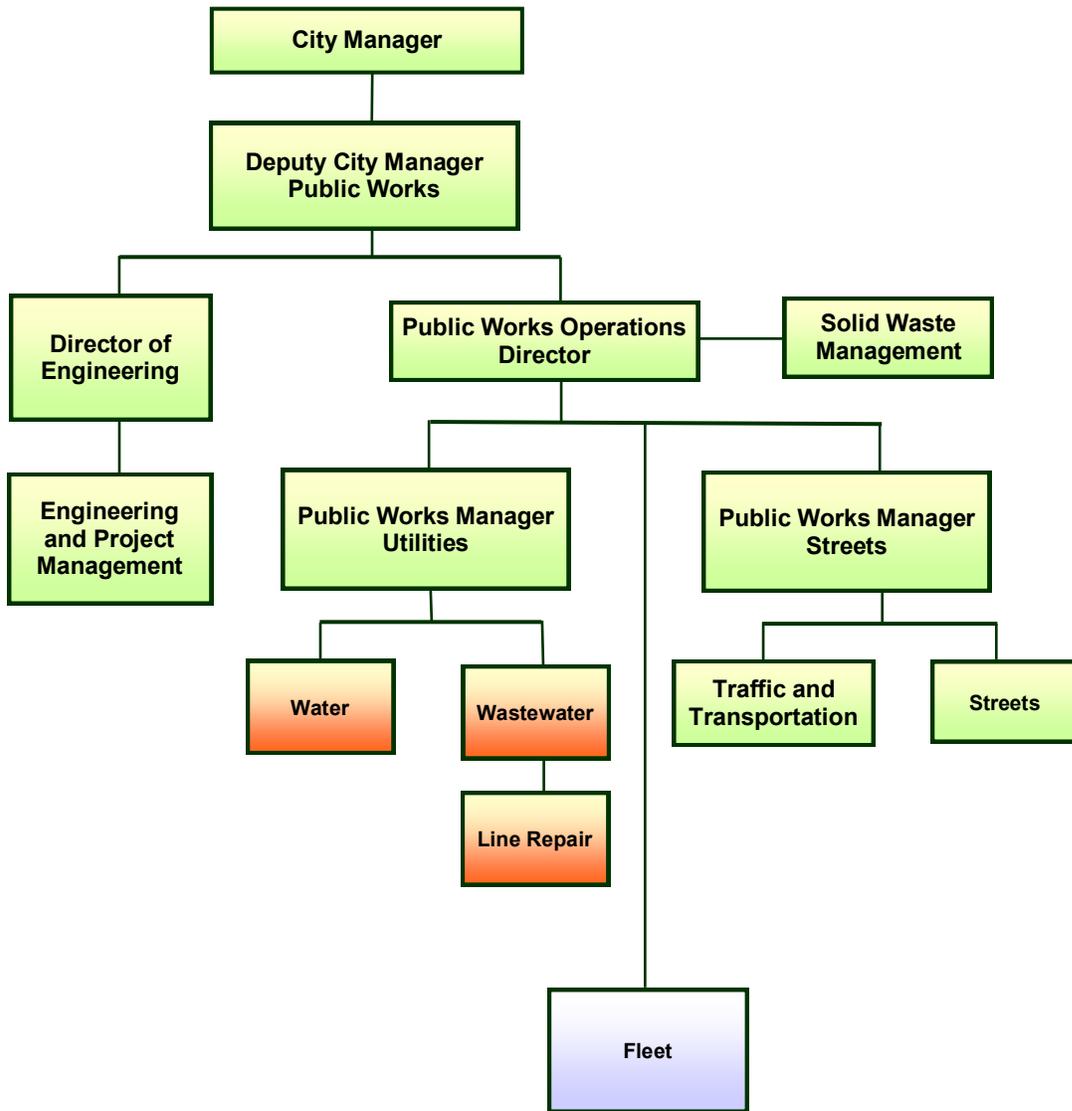
**FY 2016-2017 PROPOSED BUDGET
EMERGENCY MANAGEMENT**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 98,548	\$ 117,020	\$ 84,318	\$ 118,940
5004 Vacancy Savings	-	(1,690)	-	(1,740)
5006 Separation Pay	3,002	-	-	-
5009 Certification Pay	7,350	-	-	-
5014 Retirement	16,548	18,310	12,914	18,647
5015 Longevity	692	1,020	338	590
5016 FICA	8,211	9,030	6,426	9,140
5018 Employee Insurance	15,985	21,130	14,390	23,122
5020 Employee Allowance	2,117	2,400	1,700	2,400
Subtotal Personnel Services	\$ 152,453	\$ 167,220	\$ 120,086	\$ 171,099
Supplies				
5110 Books and Periodicals	161	600	595	500
5121 Training Supplies	-	1,500	1,500	1,500
5123 Small Tools and Minor Equipment	36,547	1,200	1,170	1,500
5125 Small Tools and Operating Supplies	988	1,000	897	1,000
5145 Gas and Oil	396	700	300	700
5147 Meeting Expenses	108	650	500	650
5181 Uniforms	203	-	-	200
5194 Computer Equipment and Software	-	1,000	1,000	-
Subtotal Supplies	\$ 38,403	\$ 6,650	\$ 5,962	\$ 6,050
Repairs & Maintenance				
5215 Building and Ground Maintenance	-	540	-	-
5230 Vehicle Repair and Maintenance	1,790	1,424	1,424	1,741
5240 Equipment Repair and Maintenance	-	500	500	500
Subtotal Repairs and Maintenance	\$ 1,790	\$ 2,464	\$ 1,924	\$ 2,241
Services & Charges				
5305 Professional Fees	-	2,700	2,700	-
5310 Memberships and Dues	260	570	570	920
5311 Postage, Express, and Freight	12	250	200	250
5313 Printing and Binding	262	500	500	500
5327 Capital Replacement Fees	3,200	2,800	2,800	4,242
5344 Training and Travel	4,625	5,146	1,230	4,335
5349 Contractual Services	-	-	2,295	-
5352 Utility Costs - Telephone	1,112	1,500	1,500	1,500
Subtotal Services and Charges	\$ 9,471	\$ 13,466	\$ 11,795	\$ 11,747
Special Programs				
5418 Public Awareness Programs	2,705	4,500	4,500	4,500
5458 Employee Programs	163	150	150	-
Subtotal Special Programs	\$ 2,868	\$ 4,650	\$ 4,650	\$ 4,500
Total Expenses	\$ 204,985	\$ 194,450	\$ 144,417	\$ 195,637



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PUBLIC WORKS DIRECTORATE



- Funded in the General Fund
- Funded in the Utility Fund
- Funded in the Motor Pool Fund

**FY 2016-2017 PROPOSED BUDGET
PUBLIC WORKS DIRECTORATE**

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Public Works Administration	\$ 369,274	\$ 449,946	\$ 449,946	\$ 458,457
Engineering	1,298,982	1,582,842	1,457,953	1,802,079
Streets and Traffic	5,367,323	6,323,627	6,328,267	6,390,119
Facilities Maintenance	1,340,213	1,340,008	1,383,077	1,331,772
Solid Waste	4,155,836	4,508,300	4,779,399	4,774,380
Public Works Directorate Total	\$ 12,531,628	\$ 14,204,723	\$ 14,398,642	\$ 14,756,807

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 4,233,921	\$ 4,779,151	\$ 4,641,384	\$ 5,125,551
Supplies	466,803	851,250	761,242	630,835
Repairs & Maintenance	1,121,546	1,346,767	1,347,296	1,717,350
Services & Charges	6,580,578	7,180,555	7,594,955	7,197,461
Special Programs	24,085	-	-	-
Capital Outlay	104,695	47,000	53,765	85,610
Transfers	-	-	-	-
Public Works Category Total	\$ 12,531,628	\$ 14,204,723	\$ 14,398,642	\$ 14,756,807

PUBLIC WORKS DIRECTORATE PUBLIC WORKS ADMINISTRATION

MISSION STATEMENT

To guide and coordinate among all Public Works Directorate departments and functions; to ensure efficient, effective planning, design, construction and maintenance of City infrastructure; and to ensure provision of quality public works services.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Implemented departmental restructuring to enhance efficiencies and delivery of municipal services
- Implemented new water and sewer rates based on long range financial forecast
- Developed a proposed FY 2017-2021 CIP that continues City progress related to infrastructure maintenance and construction, addresses community growth and needs and aligns with the City's funding capabilities
- Developed roadway and drainage impact fees for consideration by Council
- Developed a proactive plan to address city-wide street and sidewalk maintenance issues
- Continued to work with the neighborhood groups to address their community issues
- Refined the methodology used to identify vehicles and equipment recommended for replacement
- Consolidated the land management activities at 500 West Walker
- Analyzed grass mowing and street repaving activities to more effectively provide those services

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Work with Republic Services to continue to improve service delivery
- Prepare and solicit proposals for solid waste services with new contract beginning February 1, 2018.
- Continue development and implementation of CIP with focus on water supply, 36-inch water line, replacement of the 42-inch Houston water line and other priorities identified in the "Road Map to the Future"
- Focus on implementing strategic projects including, the Main Street Plan, the Business Innovation Park, North Landing Boulevard extension and Grand Parkway
- Work to develop and secure additional water supply
- Work with neighborhood groups to address their community issues
- Work with TxDOT to keep their local projects moving forward on IH 45 reconstruction, FM 646 reconstruction and FM 517 reconstruction
- Continue to promote a customer focused delivery of municipal services
- Renegotiate water treatment contract with the City of Houston

**FY 2016-2017 PROPOSED BUDGET
PUBLIC WORKS ADMINISTRATION**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 359,845	\$ 436,616	\$ 437,464	\$ 445,227
Supplies	2,434	5,617	5,610	4,050
Services & Charges	6,995	7,713	6,872	9,180
TOTAL	\$ 369,274	\$ 449,946	\$ 449,946	\$ 458,457

BUDGET HIGHLIGHTS

Supplies – Decrease in computer software for FY 2017

Services & Charges – Increase in FY 2017 for Professional Fees such as appraisals, surveys and traffic analysis

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Deputy City Manager	1.00	0.00	1.00	1.00
Asst. City Mngr. for Public Works/Deputy City Manager	0.00	1.00	0.00	0.00
Director of Public Works	0.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
TOTAL	2.00	3.00	3.00	3.00

**FY 2016-2017 PROPOSED BUDGET
PUBLIC WORKS ADMINISTRATION**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 266,822	\$ 337,583	\$ 337,163	\$ 352,220
5004 Vacancy Savings	-	(9,070)	-	(16,160)
5009 Certification Pay	2,400	-	-	-
5014 Retirement	40,280	51,654	51,282	54,475
5015 Longevity	460	640	556	1,010
5016 FICA	16,251	25,915	22,722	27,060
5018 Employee Insurance	31,406	28,194	23,061	23,622
5020 Employee Allowance	1,900	1,200	2,180	2,400
5050 Overtime	326	500	500	600
Subtotal Personnel Services	\$ 359,845	\$ 436,616	\$ 437,464	\$ 445,227
Supplies				
5101 Office Supplies	1,908	2,000	1,500	1,500
5110 Books and Periodicals	23	200	150	200
5113 Printing and Binding	156	111	160	150
5147 Meeting Expenses	347	500	500	700
5194 Computer Equipment and Software	-	2,806	3,300	1,500
Subtotal Supplies	\$ 2,434	\$ 5,617	\$ 5,610	\$ 4,050
Services & Charges				
5305 Professional Fees	-	1,894	1,362	3,000
5310 Memberships and Dues	853	2,410	2,390	3,000
5311 Postage, Express, and Freight	61	150	100	100
5313 Printing and Binding	-	39	40	40
5335 Advertising and Recording	39	-	40	40
5344 Training and Travel	6,042	3,220	2,940	3,000
Subtotal Services and Charges	\$ 6,995	\$ 7,713	\$ 6,872	\$ 9,180
Total Expenses	\$ 369,274	\$ 449,946	\$ 449,946	\$ 458,457



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PUBLIC WORKS DIRECTORATE ENGINEERING

MISSION STATEMENT

The Engineering Department provides architectural, planning and engineering services for the City of League City infrastructure and facilities. In addition to the implementation of the Capital Improvement Program, the department ensures development projects are in compliance with the City's Master Plans to provide for systematic and orderly growth. The Engineering Department is committed to maintaining a high level of professionalism through open lines of communication and transparency while delivering superior customer service.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Completed:
 - 4 Street Improvement projects
 - 6 Buildings and Facilities projects
 - 5 Water Improvement projects
 - 3 Wastewater Improvement projects
 - Plan review and Inspection of 23 private development projects
- Started Design:
 - 3 Wastewater Projects
 - 2 Water Improvement projects
- Started Construction:
 - 3 Water Improvement projects
 - 4 Wastewater Improvement projects

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- **Complete Construction:**
 - 3 Street Improvement projects
 - 4 Buildings and Facilities projects
 - 2 Water Improvement projects
 - 6 Wastewater Improvement projects
 - 3 Drainage Improvement projects
- Start Design:
 - Downtown Redevelopment Plan
 - 3 Street Improvement projects
 - 3 Water Improvement projects
 - 1 Wastewater Improvement projects
 - 1 Drainage Improvement project
- Start Construction:
 - 1 Water Improvement project
 - 2 Wastewater Improvement project

**FY 2016-2017 PROPOSED BUDGET
ENGINEERING**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 1,177,391	\$ 1,436,485	\$ 1,323,936	\$ 1,633,135
Supplies	23,162	34,203	24,400	34,595
Repairs & Maintenance	8,900	11,281	11,881	23,255
Services & Charges	65,444	100,873	93,971	111,094
Special Programs & Events	24,085	-	-	-
Capital Outlay	-	-	3,765	-
TOTAL	\$ 1,298,982	\$ 1,582,842	\$ 1,457,953	\$ 1,802,079

BUDGET HIGHLIGHTS

Personnel Services - Increase due to an addition of one (1) Project Manager \$106,669; reclassification of the Traffic Design Coordinator position to Construction Inspector position

Repairs & Maintenance – FY 2017 increase due remodeling expenditures of \$5,000 and an increase in Vehicle Repair & Maintenance of \$ 6,974

Services & Charges – Increase in Motor Pool Lease Fees of \$6,016 and additional Abandonments/Geotechnical contractual services of \$5,000

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Amount of contributed infrastructure accepted	\$25,475,343	\$21,339,537	\$21,434,401	\$20,000,000
Amount invested in capital projects	\$52,485,500	\$38,669,686	\$35,000,000	\$43,870,724
Number of Accepted Residential Lots	931	817	881	700

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Director of Engineering	1.00	1.00	1.00	1.00
Assistant Director of Engineering	1.00	1.00	1.00	1.00
Senior Civil Engineer	1.00	1.00	1.00	1.00
Assistant City Engineer	1.00	0.00	0.00	0.00
Assistant City Engineer/Traffic	0.00	1.00	1.00	1.00
Construction Project Manager	2.00	2.00	2.00	2.00
Senior Project Manager	1.00	1.00	1.00	1.00
Engineer Project Manager	0.00	1.00	1.00	2.00
Project Technician	0.00	1.00	1.00	1.00
Construction Inspector	3.00	3.00	3.00	4.00
Traffic Design Coordinator	0.00	1.00	1.00	0.00
CADD Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	1.00	1.00	1.00
TOTAL	13.00	15.00	15.00	16.00

**FY 2016-2017 PROPOSED BUDGET
ENGINEERING**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 786,857	\$ 1,033,127	\$ 932,336	\$ 1,130,772
5004 Vacancy Savings	-	(26,530)	-	(30,300)
5006 Separation Pay	29,077	-	-	46,905
5009 Certification Pay	8,000	-	-	-
5014 Retirement	128,324	163,907	144,923	187,234
5015 Longevity	12,547	15,330	12,515	14,890
5016 FICA	62,476	81,547	70,481	92,387
5018 Employee Insurance	124,011	139,004	133,789	158,147
5020 Employee Allowance	10,762	12,600	12,392	15,600
5050 Overtime	15,337	17,500	17,500	17,500
Subtotal Personnel Services	\$ 1,177,391	\$ 1,436,485	\$ 1,323,936	\$ 1,633,135
Supplies				
5101 Office Supplies	7,024	12,500	9,300	11,000
5110 Books and Periodicals	139	300	300	300
5119 Office Furniture				2,000
5123 Small Tools and Minor Equipment	1,680	1,000	500	1,050
5145 Gas and Oil	12,226	18,903	10,000	14,720
5181 Uniforms	490	1,500	1,100	1,125
5194 Computer Equipment and Software	1,603	-	3,200	4,400
Subtotal Supplies	\$ 23,162	\$ 34,203	\$ 24,400	\$ 34,595
Repairs & Maintenance				
5215 Building and Ground Maintenance	-	-	-	5,000
5230 Vehicle Repair and Maintenance	8,900	10,681	10,681	17,655
5240 Equipment Repair and Maintenance	-	600	1,200	600
Subtotal Repairs and Maintenance	\$ 8,900	\$ 11,281	\$ 11,881	\$ 23,255
Services & Charges				
5305 Professional Fees	5,924	6,390	6,390	6,390
5310 Memberships and Dues	3,183	3,521	919	3,226
5311 Postage, Express, and Freight	217	800	800	800
5313 Printing and Binding	49	-	-	-
5327 Capital Replacement Fees	16,600	20,262	20,262	26,278
5335 Advertising and Recording	878	1,400	1,400	1,400
5344 Training and Travel	3,221	8,500	4,200	8,000
5349 Contractual Services	35,372	60,000	60,000	65,000
Subtotal Services and Charges	\$ 65,444	\$ 100,873	\$ 93,971	\$ 111,094
Special Programs				
5418 Public Awareness Programs	24,085	-	-	-
Subtotal Special Programs	\$ 24,085	\$ -	\$ -	\$ -
5592 Infrastructure	-	-	3,765	-
Subtotal Capital Outlay	\$ -	\$ -	\$ 3,765	\$ -
Total Expenses	\$ 1,298,982	\$ 1,582,842	\$ 1,457,953	\$ 1,802,079



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PUBLIC WORKS DIRECTORATE STREETS AND TRAFFIC

MISSION STATEMENT

To serve the Community of League City by providing the highest quality street and drainage maintenance possible, to further enhance and maintain street safety and ride ability and improve drainage in all areas of the city. Facilitate the safe, efficient flow of traffic through and within the City by ensuring quality roadway design and proper timing, maintenance and placement of traffic signals and other traffic control devices.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Approximately 3.70 lane miles of street rehabilitated that includes: Alabama, Park Street FM 518 to 3rd Street, Beaumont from Dickinson to Texas (contract), Reynolds from FM 518 to Walker and David Street from Walker to Beaumont
- 1,700 signs repaired or replaced
- 50,000 linear feet of ditch cleaned
- Improved maintenance of raised medians by removing debris, gravel and weeds city wide
- Maintained thirty minute response time for emergency calls for Traffic service
- Performed biannual inspections of all traffic devices
- Replaced vehicle detection devices at four traffic signal locations
- Finished installing traffic equipment purchased from the Tx CDBG Disaster Recovery Program, Round 2.2, Federal Grant

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Reshape and grade 50,000 linear feet of roadside ditches: Identify areas that have potential in creating drainage problems/service orders
- Repair or replace 1,450 signs throughout the city: To continuously monitor all subdivisions and local streets for ensuring proper signage
- Maintain world class service: Contact citizens who have filed a request for service within a 48-hour time frame
- Sidewalk repair objective: 20,000 linear feet of sidewalk throughout the city
- Continue to contract sidewalk repairs. Our goal is to have each repair made in 6 months or less
- Continue to improve maintenance of raised paved medians by removing accumulated roadway debris, gravel and weeds quarterly
- Take a proactive approach to road maintenance by dedicating more crew hours and equipment to pothole repairs
- Upgrade traffic signals, vehicle detection, pedestrian signals and buttons at five signalized locations to conform as per latest Manual and Uniform Traffic Control Devices Standards
- Maintain traffic signal operations and reliability by replacing two traffic signal cabinets and controllers

**FY 2016-2017 PROPOSED BUDGET
STREETS AND TRAFFIC**
EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 2,282,676	\$ 2,510,903	\$ 2,439,089	\$ 2,658,384
Supplies	363,262	715,430	638,311	502,540
Repairs & Maintenance	917,984	1,094,590	1,094,519	1,448,581
Services & Charges	1,698,706	1,955,704	2,106,348	1,695,004
Capital Outlay	104,695	47,000	50,000	85,610
TOTAL	\$ 5,367,323	\$ 6,323,627	\$ 6,328,267	\$ 6,390,119

BUDGET HIGHLIGHTS

FY 2017 budget reflects the changes to work (enhanced mowing activities and pothole initiative) provided by the Streets Department and the addition of the Traffic Department.

Personnel Services - Increase due to separation pay anticipated in FY2017 and Employee Insurance based on actual FY 2016 employee plan selections

Supplies – Decrease in FY 2017 for Gas and Oil (\$35,170); Small Tools & Minor Equipment reduced (\$7,910);

Signs & Traffic Control Supplies increased \$18,000 for FY 2017 traffic signal upgrades; Concrete, Asphalt, & Aggregate decreased (\$183,860) for asphalt and asphaltic emulsion due to changes in department services

Repairs & Maintenance – Building & Ground Maintenance increased due to the increase in the rough cut mowing contract of \$75,344 and enhanced programs for FY 2017 of right of way, side ditch, flow lines and detention mowing \$299,939; Vehicle Repair & Maintenance fees decreased (\$69,072); Increase in Street & Drainage Repair & Maintenance \$50,000 for annual contract for concrete street/stormwater inlet repairs

Services & Charges - Decrease (\$49,000) for one-time contract in FY 2016; Net reduction of Motor Pool Lease Fees for equipment taken out of service in FY 2017 (\$124,420); Reduction in projected infrastructure repairs and maintenance (\$85,585) in FY 2017

Capital Outlay – In alignment with the Pothole Initiative, a Bobcat Skid-Steer \$71,610 will be purchased to efficiently and effectively repair potholes and other asphalt work; Zero-turn Mower \$14,000 in FY 2017 for the Code Compliance (In-House) Mowing Program

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Lane miles of streets resurfaced	3.89	4	4	4
Linear feet of sidewalk repaired	16,762	29,066	16,500	20,000
Linear feet of drainage ditches re-graded	27,758	26,274	50,000	50,000
Miles of major outfalls mowed	15.28	16	45	50
Number of street signs repaired or replaced	1,152	1,101	1,450	1,450
Number of completed work request	861	949	750	700
Average response time per emergency call for service(hours)	0.50	0.50	0.50	0.50

Perform preventative maintenance and annual on-site inspections of: All TRAFFIC DEVICES	N/A	N/A	N/A	258
TRAFFIC SIGNALS	N/A	62	63	63
SCHOOL ZONE FLASHERS	N/A	N/A	N/A	79
ROADSIDE FLASHERS	N/A	N/A	N/A	20
PEDESTRIAN FLASHERS	N/A	N/A	N/A	11
RADAR SIGNS	N/A	N/A	N/A	7
STREET LIGHTS	N/A	N/A	N/A	57
HIGH-MAST FREEWAY LIGHTS	N/A	N/A	N/A	3
UNDERPASS LIGHTS	N/A	N/A	N/A	18

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Public Works Manager	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Office Support Specialist	1.00	0.00	0.00	0.00
Office Support Assistant	0.00	1.00	1.00	1.00
Public Works Supervisor	3.00	3.00	3.00	3.00
General Maintenance Operator	1.00	1.00	1.00	1.00
Senior Tree Trimmer	1.00	1.00	1.00	1.00
Heavy Equipment Operator	8.00	8.00	8.00	8.00
Public Service Technician	4.00	5.00	5.00	5.00
Equipment Operator	8.00	8.00	8.00	8.00
Maintenance Worker	11.00	12.00	12.00	12.00
Senior Sign Technician	1.00	1.00	1.00	1.00
Sign Technician	2.00	1.00	1.00	1.00
Traffic Maintenance Supervisor	1.00	1.00	1.00	1.00
Traffic Technician III	0.00	1.00	1.00	1.00
Traffic Technician II	1.00	1.00	1.00	1.00
Traffic Technician	2.00	0.00	0.00	0.00
Traffic Design Coordinator	1.00	0.00	0.00	0.00
TOTAL	47.00	46.00	46.00	46.00

**FY 2016-2017 PROPOSED BUDGET
STREETS AND TRAFFIC**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
5002 Salaries	\$ 1,436,454	\$ 1,706,286	\$ 1,535,582	\$ 1,763,860
5004 Vacancy Savings	-	(85,710)	-	(90,950)
5006 Separation Pay	36,811	-	41,116	56,807
5009 Certification Pay	9,300	-	-	-
5014 Retirement	239,834	281,911	256,121	293,374
5015 Longevity	31,547	35,640	27,553	32,000
5016 FICA	119,354	141,366	126,276	145,859
5018 Employee Insurance	308,671	367,510	361,258	394,154
5020 Employee Allowance	8,037	7,200	7,833	8,400
5050 Overtime	92,668	56,700	83,350	54,880
Subtotal Personnel Services	\$ 2,282,676	\$ 2,510,903	\$ 2,439,089	\$ 2,658,384
5101 Office Supplies	2,545	3,960	4,406	4,260
5105 Janitorial Supplies	743	1,020	1,020	1,020
5110 Books and Periodicals	-	500	500	300
5123 Small Tools and Minor Equipment	13,080	24,110	25,500	14,550
5125 Small Tools and Operating Supplies	10,376	13,500	10,420	10,000
5135 Lumber and Building Materials	2,850	4,000	4,000	4,000
5145 Gas and Oil	81,794	133,990	85,325	98,820
5165 Traffic Control Supplies	66,124	191,000	191,000	209,000
5181 Uniforms	1,353	550	550	-
5191 Concrete, Asphalt, and Aggregate	183,907	342,210	315,000	160,000
5194 Computer Equipment and Software	490	590	590	590
Subtotal Supplies	\$ 363,262	\$ 715,430	\$ 638,311	\$ 502,540
Repairs & Maintenance				
5215 Building and Ground Maintenance	233,254	298,881	298,810	671,944
5230 Vehicle Repair and Maintenance	356,030	354,454	354,454	285,382
5240 Equipment Repair and Maintenance	2,120	1,255	1,255	1,255
5250 Street and Drainage Repair and Maintenance	326,580	440,000	440,000	490,000
Subtotal Repairs and Maintenance	\$ 917,984	\$ 1,094,590	\$ 1,094,519	\$ 1,448,581
5305 Professional Fees	90	49,000	48,524	-
5310 Memberships and Dues	-	385	385	385
5311 Postage, Express, and Freight	454	550	410	550
5313 Printing and Binding	-	300	150	300
5317 Equipment Rental	3,388	10,000	10,000	10,000
5321 Uniform Expense	11,111	15,800	10,000	17,430
5327 Capital Replacement Fees	497,430	572,244	572,244	447,824
5344 Training and Travel	527	5,600	5,600	3,800
5349 Contractual Services	312,355	390,335	564,715	305,000
5350 Utility Costs - Electricity	48,531	54,000	54,000	54,000
5353 Utility Cost - Water	114	96	96	96
5355 Utility Cost - Street Lights	806,669	838,634	821,464	836,859
5395 Water/Wastewater Analysis	18,037	18,760	18,760	18,760
Subtotal Services and Charges	\$ 1,698,706	\$ 1,955,704	\$ 2,106,348	\$ 1,695,004
5552 Autos and Trucks	104,695	-	-	-
5573 Equipment	-	47,000	50,000	85,610
Subtotal Capital Outlay	\$ 104,695	\$ 47,000	\$ 50,000	\$ 85,610
Total Expenses	\$ 5,367,323	\$ 6,323,627	\$ 6,328,267	\$ 6,390,119

PUBLIC WORKS DIRECTORATE FACILITIES MAINTENANCE

MISSION STATEMENT

To maintain or enhance city owned facilities according to the original, engineered construction plans and specifications (building standard); to provide a safe, productive and code compliant environment for City employees and the General Public.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Completed of Phase 1B of the 500 West Walker Building remodeling project
- Incorporated new facilities, including Public Safety Building, South West Waste Water Recovery Facility, et al, into the budgeted preventative maintenance program
- Continued with execution of the Facilities Modernization and Energy Efficiency CIP Projects targeting air conditioning, lighting and roofing upgrades
- Provided LED interior lighting upgrade for Butler Longhorn Museum
- Provided assistance to city departments in achieving warranty resolution and project close-out on new city buildings
- Assisted the Purchasing Department in organizing and staging surplus inventory for public auction

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Continue with Facilities Modernization and Energy Efficiency Projects
- Increase staff cross-training levels to increase performance efficiency
- Increase level of preventative maintenance programs for mechanical, electrical and plumbing
- Establish a broader list of qualified building service contractors for required services not performed by Facilities staff. Those services include, but are not limited to; fire and security alarms, fire suppression systems, generators, pest control and elevators

**FY 2016-2017 PROPOSED BUDGET
FACILITIES MAINTENANCE**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 414,009	\$ 395,147	\$ 440,895	\$ 388,805
Supplies	77,945	96,000	92,921	89,650
Repairs & Maintenance	194,662	240,896	240,896	245,514
Services & Charges	653,597	607,965	608,365	607,803
TOTAL	\$ 1,340,213	\$ 1,340,008	\$ 1,383,077	\$ 1,331,772

BUDGET HIGHLIGHTS

Supplies – Building Maintenance and Small Tools & Operating Supplies each decreased (\$1,500); Gas, Oil, Grease & Lubrication decreased (\$3,000)

Repairs & Maintenance – Vehicle Repair & Maintenance Fees increased \$4,618 for FY 2017

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Facilities modernization and energy efficient projects	9	8	10	8
Average time of maintenance request to time of response	1.5	1	1	1
Number of work orders processed	2,938	3,025	3,720	3,900
Percentage of repairs by in-house staff vs. contractors	92%	90%	90%	90%
Number of city buildings occupied that are maintained.	34	34	35	39
Sq. Footage Maintained in City Buildings(Occupied)	367,323	259,369	300,000	350,000
Number of buildings maintained	56	58	61	62
Percentage of total work that is reactive response to work requests	45%	50%	70%	60%
Preventative Maintenance Compliance (%)	85%	75%	30%	40%
Service Backlog (measured in weeks)	1	1.5	2	2

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Building Maintenance Supervisor	1.00	1.00	1.00	1.00
Building Maintenance Technician	2.00	2.00	2.00	2.00
Facility Maintenance Coordinator	1.00	1.00	1.00	1.00
Facility Maintenance Technician	1.00	1.00	1.00	1.00
HVAC Specialist	1.00	1.00	1.00	1.00
TOTAL	6.00	6.00	6.00	6.00

**FY 2016-2017 PROPOSED BUDGET
FACILITIES MAINTENANCE**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 245,394	\$ 258,460	\$ 260,020	\$ 255,860
5004 Vacancy Savings	-	(11,600)	-	(11,950)
5009 Certification Pay	3,000	-	-	-
5014 Retirement	43,469	41,977	50,669	41,921
5015 Longevity	4,461	5,100	4,735	5,530
5016 FICA	20,872	20,810	23,898	20,650
5018 Employee Insurance	56,896	62,700	62,373	59,094
5020 Employee Allowance	4,125	4,200	4,200	4,200
5050 Overtime	35,792	13,500	35,000	13,500
Subtotal Personnel Services	\$ 414,009	\$ 395,147	\$ 440,895	\$ 388,805
Supplies				
5101 Office Supplies	1,661	2,000	2,000	2,000
5110 Books and Periodicals	-	500	500	400
5116 Building Maintenance Supplies	65,444	70,500	70,500	68,500
5125 Small Tools and Operating Supplies	6,641	12,000	12,000	10,750
5135 Lumber and Building Materials	-	3,000	3,000	3,000
5145 Gas and Oil	4,199	8,000	4,921	5,000
Subtotal Supplies	\$ 77,945	\$ 96,000	\$ 92,921	\$ 89,650
Repairs & Maintenance				
5215 Building and Ground Maintenance	102,529	110,000	110,000	110,000
5230 Vehicle Repair and Maintenance	9,370	10,396	10,396	15,014
5240 Equipment Repair and Maintenance	60,121	75,000	75,000	75,000
5246 AC and Heating Repair and Maintenance	22,642	45,500	45,500	45,500
Subtotal Repairs and Maintenance	\$ 194,662	\$ 240,896	\$ 240,896	\$ 245,514
Services & Charges				
5305 Professional Fees	-	1,000	1,000	1,000
5310 Memberships and Dues	-	400	400	250
5311 Postage, Express, and Freight	-	400	400	400
5313 Printing and Binding	-	100	100	100
5317 Equipment Rental	2,294	2,500	2,500	2,500
5321 Uniform Expense	998	2,000	2,400	2,000
5327 Capital Replacement Fees	9,800	13,565	13,565	13,553
5344 Training and Travel	110	2,500	2,500	2,500
5350 Utility Costs - Electricity	605,950	535,000	535,000	535,000
5353 Utility Cost - Water	5,163	4,500	4,500	4,500
5354 Utility Costs - Gas	29,282	46,000	46,000	46,000
Subtotal Services and Charges	\$ 653,597	\$ 607,965	\$ 608,365	\$ 607,803
Total Expenses	\$ 1,340,213	\$ 1,340,008	\$ 1,383,077	\$ 1,331,772



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PUBLIC WORKS DIRECTORATE SOLID WASTE

MISSION STATEMENT

To ensure provision of outstanding waste collection, disposal and environmental services that enhances the quality of life in our community through superior stewardship.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Continuing to respond to service requests in a timely manner
- The City of League City approved and implemented a missed services penalty amendment to the contract with Republic Waste Services
- Developed monthly summary report regarding service opportunities
- Reduced the number of residential misses requiring monetary penalty

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Continue to work with Republic to better conform with the reporting and submittal requirements in the Solid Waste Agreement with the City of League City
- Continue to reduce the number of confirmed residential misses
- Continue to reduce the number of miscellaneous service requests
- Working with Republic to provide better public-sector quality control, contact with customers and addressing customer inquiries in a timely and efficient manner
- Develop Request For Qualifications (RFQ) for solid waste services
- Solicit proposals for solid waste services

**FY 2016-2017 PROPOSED BUDGET
SOLID WASTE**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Services & Charges	\$ 4,155,836	\$ 4,508,300	\$ 4,779,399	\$ 4,774,380
TOTAL	\$ 4,155,836	\$ 4,508,300	\$ 4,779,399	\$ 4,774,380

BUDGET HIGHLIGHTS

FY 2016 year-end estimate includes a one time true up payment of \$143,000 due to a vendor payment reconciliation for the three year period 2013-2016. FY 2017 is based on growth of 1,000 new homes at year-end.

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Average Tons of Refuse Collected per Refuse Collection Account per year	2.51	1.47	1.48	1.50
Average Tons of Recyclable Material Collected per Account per year	0.14	0.12	0.13	0.13
Tons of Recyclable Material Collected as a Percent of All Material Collected	5.6%	7.7%	8.1%	8.2%

**FY 2016-2017 PROPOSED BUDGET
SOLID WASTE**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Services & Charges				
5359 Contract Services - Refuse	\$ 4,155,836	\$ 4,508,300	\$ 4,779,399	\$ 4,774,380
Subtotal Services and Charges	\$ 4,155,836	\$ 4,508,300	\$ 4,779,399	\$ 4,774,380
Total Expenses	\$ 4,155,836	\$ 4,508,300	\$ 4,779,399	\$ 4,774,380



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PLANNING AND DEVELOPMENT DIRECTORATE



**FY 2016-2017 PROPOSED BUDGET
PLANNING AND DEVELOPMENT DIRECTORATE**

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Planning	\$ 802,804	\$ 1,096,812	\$ 994,905	\$ 1,118,965
Building	1,042,653	1,117,376	1,074,316	1,104,021
Neighborhood Services	514,311	744,965	702,565	573,677
Planning and Development Directorate Total	\$ 2,359,768	\$ 2,959,153	\$ 2,771,786	\$ 2,796,663

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 2,077,790	\$ 2,453,458	\$ 2,320,913	\$ 2,479,528
Supplies	35,894	70,725	57,840	58,616
Repairs & Maintenance	23,700	37,490	37,490	37,214
Services & Charges	193,865	317,750	303,194	196,220
Special Programs	-	48,030	26,000	25,085
Capital Outlay	28,519	31,700	26,349	-
Planning and Development Category Total	\$ 2,359,768	\$ 2,959,153	\$ 2,771,786	\$ 2,796,663

PLANNING AND DEVELOPMENT DIRECTORATE PLANNING

MISSION STATEMENT

To provide superior customer service and consistent policy recommendations that facilitates and guides economic and residential growth in conformity with the City's adopted Comprehensive Plan.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Proposed Form-Based zoning codes to promote and implement the Downtown Revitalization Strategy
- Reduced number of reviews per project submittal while managing a higher number of new applications with fewer staff
- Further streamlined the Development Review Committee (DRC) process to facilitate economic development and bolster the City's tax base
- Continued tracking and mapping residential and commercial activity to provide better data for long term planning, including long range financial forecast and economic development
- Coordinated with City Administration to adopt an official population as of January 1, 2016
- Proposed to the City Council a new Subdivision and Development Ordinance
- Coordination of site inspections with inter-departmental staff to ensure new development sites are in conformance with approved plans
- Proposed to the City Council the adoption of roadway impact fees
- Completed a salary survey to assist in counteracting chronic staff-turnover/vacancies

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Propose and implement further opportunities to enhance and streamline the development review and permitting process to reduce the overall permitting timeline
- Update codes and Comprehensive Plan in accordance with Council's vision as established in the "League City Roadmap to the Future"
- Continued implementation Main Street Downtown Plan
- Update planning related City Ordinances to ensure conformity with State and Federal laws
- Begin work for update of 2035 Comprehensive Plan
- Implement greater integration of the updated Parks and Trails Master Plan with development codes
- Integration of multi-departmental software to automate processes and procedures for permitting
- Move more towards paperless submittals for all projects
- Implementation of roadway impact fees (pending adoption by City Council)
- Conversion of all Plats, As-Built and Site Plans into Laserfiche
- Propose major amendments to the City's zoning and sign ordinances

**FY 2016-2017 PROPOSED BUDGET
PLANNING**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 763,670	\$ 981,165	\$ 902,573	\$ 1,015,163
Supplies	3,039	9,175	8,675	15,828
Repairs & Maintenance	1,950	13,507	13,507	15,301
Services & Charges	26,016	82,965	70,150	72,673
Capital Outlay	8,129	10,000	-	-
TOTAL	\$ 802,804	\$ 1,096,812	\$ 994,905	\$ 1,118,965

BUDGET HIGHLIGHTS

Personnel Services - Increase due to restructuring, based on market survey \$29,354

Supplies - Increase in Office Supplies \$ 3,598 for additional copier expense and supplies for full staffing in FY 2017; Supplies, computer equipment and software for meetings and Community Outreach Development increased \$2,720

Services & Charges - Decrease in Contractual Services (\$15,000)

Capital Outlay - No Capital Outlay requested for FY 2017

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Number of applications (development plans, administrative plats, and P&Z plats) received	109	204	230	250
Number of reviews per application conducted	149	380	437	450
Average number of reviews per development plan or P&Z plat submittal	1.90	1.86	1.90	1.8
Average time from development plan or P&Z plat submittal to approval (calendar days)	73	51	42	40

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Director of Planning & Development	1.00	1.00	1.00	1.00
Assistant Director Planning & Development/City Planner	0.00	1.00	1.00	1.00
City Planner	1.00	0.00	0.00	0.00
Planning Manager	0.00	1.00	1.00	1.00
Senior Planner	2.00	1.00	2.00	2.00
Planner	2.00	2.00	2.00	2.00
Long-Range Planning Specialist	1.00	1.00	0.00	0.00
Planning Technician	0.00	1.00	0.00	0.00
Arborist	1.00	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00
GIS Technician	1.00	1.00	1.00	1.00
TOTAL	11.00	11.00	11.00	11.00

**FY 2016-2017 PROPOSED BUDGET
PLANNING**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 525,744	\$ 731,146	\$ 637,986	\$ 768,340
5004 Vacancy Savings	-	(30,810)	-	(32,730)
5006 Separation Pay	8,888	-	3,538	-
5009 Certification Pay	25,200	-	-	-
5014 Retirement	84,042	113,387	104,593	119,364
5015 Longevity	2,559	5,300	4,072	5,500
5016 FICA	41,630	56,542	51,568	59,200
5018 Employee Insurance	71,487	100,200	95,540	88,889
5020 Employee Allowance	4,080	5,400	5,276	6,600
5050 Overtime	40	-	-	-
Subtotal Personnel Services	\$ 763,670	\$ 981,165	\$ 902,573	\$ 1,015,163
Supplies				
5101 Office Supplies	2,216	6,000	4,000	9,598
5119 Office Furniture	-	675	675	510
5125 Small Tools and Operating Supplies	-	-	-	500
5145 Gas and Oil	585	300	300	300
5147 Meeting Expenses	238	1,200	1,200	2,400
5194 Computer Equipment and Software	-	1,000	2,500	2,520
Subtotal Supplies	\$ 3,039	\$ 9,175	\$ 8,675	\$ 15,828
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	1,950	1,994	1,994	2,917
5240 Equipment Repair and Maintenance	-	11,513	11,513	12,384
Subtotal Repairs and Maintenance	\$ 1,950	\$ 13,507	\$ 13,507	\$ 15,301
Services & Charges				
5305 Professional Fees	4,580	-	-	-
5310 Memberships and Dues	2,241	5,515	4,000	5,515
5311 Postage, Express, and Freight	1,117	4,000	2,000	2,000
5313 Printing and Binding	800	250	150	370
5321 Uniform Expense	-	-	-	720
5327 Capital Replacement Fees	-	-	-	2,668
5335 Advertising and Recording	7,430	5,700	3,000	5,700
5344 Training and Travel	7,748	12,500	6,000	12,000
5349 Contractual Services	2,100	55,000	55,000	40,000
5353 Utility Cost - Water	-	-	-	3,700
Subtotal Services and Charges	\$ 26,016	\$ 82,965	\$ 70,150	\$ 72,673
Special Programs				
5573 Equipment	8,129	10,000	-	-
Subtotal Capital Outlay	\$ 8,129	\$ 10,000	\$ -	\$ -
Total Expenses	\$ 802,804	\$ 1,096,812	\$ 994,905	\$ 1,118,965



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PLANNING AND DEVELOPMENT DIRECTORATE BUILDING

MISSION STATEMENT

Provide world class customer service to our citizens and customers. Ensure the health, safety and well-being of all people who live, work or visit the City by ensuring compliance with adopted building codes and City ordinances.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Provided continuing professional education and customer service training for all inspectors to improve inspection services
- Created and managed builder/developer committee to review 2015 International Code Council (ICC) codes
- Conducted field training inspection for new inspectors
- Updated all policy manuals relating to the changes within the Building Department
- Improved efficiency in the Business Registration process
- Improved department web page for use by the construction community
- Created a monthly commercial project status spreadsheet for distribution via the City Manager's Update and the City's various media outlets
- Implemented an improved interdepartmental certificate of occupancy process
- Ongoing training leading up to the implementation of the new software system
- Completed a salary survey to assist in counteracting chronic staff-turnover/vacancies
- Moved department operations to the renovated facility at 500 W Walker
- Proposed to the City Council adoption of the 2015 ICC construction codes

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Implementation of the 2015 ICC construction codes
- Facilitate ongoing professional education and customer service training for all inspectors to improve the quality of inspection services
- Provide Floodplain Management training to all inspectors
- Implement the use of tablets in the field to facilitate access by inspectors to permitting information and posting of permit results
- Implementation of City's new software system
- Further enhancement of the Building Department website for contractors, builders and homeowners to check the results of their inspections

**FY 2016-2017 PROPOSED BUDGET
BUILDING**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 953,349	\$ 1,006,790	\$ 963,763	\$ 1,007,102
Supplies	17,041	30,150	28,074	27,552
Repairs & Maintenance	17,990	17,659	17,659	15,427
Services & Charges	54,273	62,777	64,820	53,940
TOTAL	\$ 1,042,653	\$ 1,117,376	\$ 1,074,316	\$ 1,104,021

BUDGET HIGHLIGHTS

Supplies – Decrease in FY 2017 for Gas, Oil Grease & Lubrication of (\$1,640) and in Computer Equipment & Software of (\$1,300)

Repairs & Maintenance – Vehicle Repair & Maintenance expense decreased (\$2,232)

Services & Charges – Decrease in the use of Contract Inspector in FY 2017 (\$5,000); Copier Lease transferred to the Planning Department (\$3,575) due to shared office space at 500 West Walker

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total permits issued	9,263	11,951	11,150	11,373
Permits per 1,000 population	102.6	132.4	123.5	125
Permits per FTE	3,088	3,984	5,575	5,687
Total inspections	48,515	44,232	41,268	42,093
Inspections per 1,000 population	537.6	490.2	457.0	466
Inspections per day per FTE	23.3	21.3	19.8	20.1
Average days from application to permit issuance	2.2	2.5	3.4	3.4

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Building Official	1.00	1.00	1.00	1.00
Plan Reviewer	2.00	2.00	2.00	2.00
Building Inspector III	1.00	1.00	1.00	1.00
Building Inspector II	3.00	2.00	2.00	2.00
Building Inspector I	4.00	6.00	6.00	6.00
Office Support Specialist	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	14.00	15.00	15.00	15.00

**FY 2016-2017 PROPOSED BUDGET
BUILDING**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 579,942	\$ 698,338	\$ 644,141	\$ 703,620
5004 Vacancy Savings	-	(28,050)	-	(36,440)
5006 Separation Pay	44,278	-	-	-
5009 Certification Pay	13,250	-	-	-
5014 Retirement	102,900	110,989	104,442	112,547
5015 Longevity	7,500	9,160	5,956	8,220
5016 FICA	51,260	55,039	51,928	55,370
5018 Employee Insurance	105,324	125,514	125,139	131,785
5020 Employee Allowance	8,797	10,800	10,157	12,000
5050 Overtime	40,098	25,000	22,000	20,000
Subtotal Personnel Services	\$ 953,349	\$ 1,006,790	\$ 963,763	\$ 1,007,102
Supplies				
5101 Office Supplies	5,126	4,500	4,554	4,732
5123 Small Tools and Minor Equipment	2,744	2,450	2,750	3,000
5145 Gas and Oil	7,644	11,300	9,108	9,660
5181 Uniforms	1,527	1,400	1,162	960
5194 Computer Equipment and Software	-	10,500	10,500	9,200
Subtotal Supplies	\$ 17,041	\$ 30,150	\$ 28,074	\$ 27,552
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	17,990	17,659	17,659	15,427
Subtotal Repairs and Maintenance	\$ 17,990	\$ 17,659	\$ 17,659	\$ 15,427
Services & Charges				
5305 Professional Fees	17,370	20,000	23,853	15,000
5310 Memberships and Dues	1,541	2,400	1,510	1,510
5311 Postage, Express, and Freight	12	50	5	50
5316 Copier Rental	3,206	3,575	2,400	-
5321 Uniform Expense	-	-	750	-
5327 Capital Replacement Fees	23,480	23,252	23,252	25,380
5335 Advertising and Recording	-	500	50	-
5344 Training and Travel	8,664	13,000	13,000	12,000
Subtotal Services and Charges	\$ 54,273	\$ 62,777	\$ 64,820	\$ 53,940
Total Expenses	\$ 1,042,653	\$ 1,117,376	\$ 1,074,316	\$ 1,104,021



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PLANNING AND DEVELOPMENT DIRECTORATE NEIGHBORHOOD SERVICES

MISSION STATEMENT

To promote and maintain a safe, desirable and sustainable living and working environment by ensuring compliance with city ordinances, revitalizing low to moderate income areas and protecting homes from flood dangers.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Increased proactive cases by 37% when being compared to last fiscal year
- Improved the aesthetic quality of private property and rights-of-way via outreach, education and enforcement
- Continued to increase the amount of Code Compliance cases closed through voluntary compliance and decreased the amount of cases closed through forced compliance
- Continued annual education and legislative updates, which are required for license renewals from the state
- Created a process to issue court summons without the involvement of the Police Department
- Reviewed and revised Standard Operating Procedures for code officers, which define and streamline processes
- Administered the federal Community Development Block Grant (CDBG) program “in-house” in accordance with City Council and management direction
- Implemented improved construction site inspections for storm water pollution prevention compliance in accordance with the City’s Texas Commission of Environmental Quality permit

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Review and propose amendments to the City’s nuisance-abatement ordinances to ensure consistency with the community’s high standards, particularly as the City’s housing stock begins to age
- Continue ongoing public outreach to improve citizen awareness of the City’s high aesthetic standards and associated laws. This will be accomplished by public service announcements, appearances at City events and staff communication with the citizens
- Continue the focus on compliance mowing to facilitate an aesthetically pleasing environment to citizens, businesses and visitors
- Continue the management of the City’s CDBG program, including the creation and submittal to the US Department of Housing and Urban Development (HUD) of grant applications and required plans
- Leverage CDBG funds and a Section 108 Loan through HUD to help fund improvements for the Downtown Redevelopment Plan
- Decrease the City’s Community Rating System level in order to continue good stormwater practices and decrease homeowner’s flood insurance
- Continue the proactive campaign to limit spread of the Zika Virus including enforcement action on high weeds and grass and stagnant water cases

**FY 2016-2017 PROPOSED BUDGET
NEIGHBORHOOD SERVICES**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 360,771	\$ 465,503	\$ 454,577	\$ 457,263
Supplies	15,814	31,400	21,091	15,236
Repairs & Maintenance	3,760	6,324	6,324	6,486
Services & Charges	113,576	172,008	168,224	69,607
Special Programs & Events	-	48,030	26,000	25,085
Capital Outlay	20,390	21,700	26,349	-
TOTAL	\$ 514,311	\$ 744,965	\$ 702,565	\$ 573,677

BUDGET HIGHLIGHTS

Personnel Services – Decrease in FY 2017 of Overtime requested (\$ 4,000)

Supplies – Office Supplies decreased (\$4,385); decrease in Computers Equipment & Software (\$10,288) due to purchase made in FY 2016

Services & Charges – Decrease of (\$100,000) for Contractual (Compliance) Mowing which will be performed by the Streets Department as a new program in FY 2017

Special Programs & Events – Decrease in the projected cost Harris County Interlocal Agreement for the Regional Watershed Protection Education Program of (\$25,945)

Capital Outlay – No Capital Outlay was requested for FY 2017

PERFORMANCE MEASURES

MEASURES	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total number of cases opened	1,304	1,863	2,000	2,100
Total number of code violations	1,523	1,966	2,200	2,300
Total number of cases closed	1,189	2,027	1,900	2,000
Total number of inspections	3,600	5,035	5,500	5,300
Percentage of cases resolved through voluntary compliance	71%	71%	75%	75%
Percentage of cases resolved through forced compliance	10%	10%	10%	9%
Percentage of cases resolved through invalid complaint	19%	19%	15%	16%

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Code Compliance Official	0.00	0.00	0.00	0.00
Neighborhood Services Manager	1.00	1.00	1.00	1.00
Senior Code Compliance Officer	1.00	1.00	1.00	1.00
Senior Code Enforcement Official	0.00	0.00	0.00	0.00
Code Compliance Officer	4.00	4.00	4.00	4.00
Floodplain/Stormwater Coordinator	1.00	1.00	1.00	1.00
TOTAL	7.00	7.00	7.00	7.00

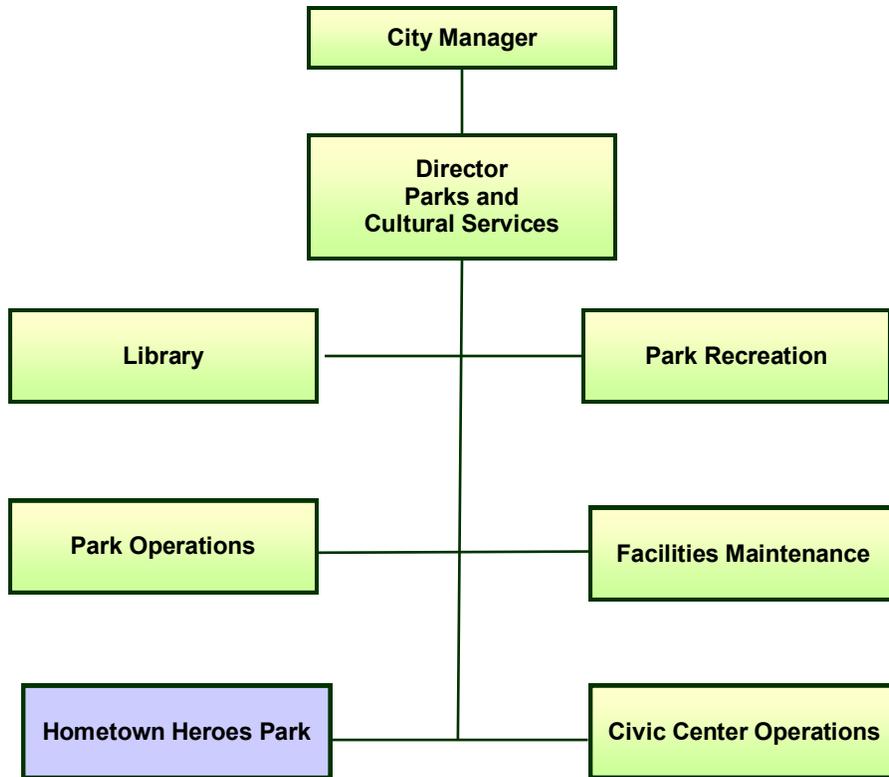
FY 2016-2017 PROPOSED BUDGET
Neighborhood Services

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 229,104	\$ 319,162	\$ 305,385	\$ 317,570
5004 Vacancy Savings	-	(14,000)	-	(16,620)
5006 Separation Pay	7,360	-	70	-
5009 Certification Pay	5,950	-	-	-
5014 Retirement	38,196	50,729	47,042	51,072
5015 Longevity	2,034	2,430	1,873	2,940
5016 FICA	18,384	24,982	22,426	24,900
5018 Employee Insurance	47,209	68,000	66,661	66,001
5020 Employee Allowance	5,673	7,200	8,120	8,400
5050 Overtime	6,861	7,000	3,000	3,000
Subtotal Personnel Services	\$ 360,771	\$ 465,503	\$ 454,577	\$ 457,263
Supplies				
5101 Office Supplies	6,332	8,920	6,000	4,535
5119 Office Furniture	-	1,200	1,200	500
5123 Small Tools and Minor Equipment	2,405	2,610	2,610	3,200
5145 Gas and Oil	3,076	4,479	3,772	4,060
5181 Uniforms	2,054	3,362	2,400	2,400
5194 Computer Equipment and Software	1,947	10,829	5,109	541
Subtotal Supplies	\$ 15,814	\$ 31,400	\$ 21,091	\$ 15,236
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	3,760	6,124	6,124	6,286
5240 Equipment Repair and Maintenance	-	200	200	200
Subtotal Repairs and Maintenance	\$ 3,760	\$ 6,324	\$ 6,324	\$ 6,486
Services & Charges				
5310 Memberships and Dues	1,324	1,245	1,800	1,830
5311 Postage, Express, and Freight	9,035	11,500	11,500	13,000
5313 Printing and Binding	1,304	5,990	5,000	1,770
5327 Capital Replacement Fees	8,000	7,424	7,424	11,759
5335 Advertising and Recording	8,015	6,934	7,500	7,000
5344 Training and Travel	9,499	18,915	15,000	14,248
5349 Contractual Services	76,399	120,000	120,000	20,000
Subtotal Services and Charges	\$ 113,576	\$ 172,008	\$ 168,224	\$ 69,607
Special Programs				
5418 Public Awareness Programs	-	48,030	26,000	25,085
Subtotal Special Programs	\$ -	\$ 48,030	\$ 26,000	\$ 25,085
Capital Outlay				
5552 Autos and Trucks	20,390	21,700	26,349	-
Subtotal Capital Outlay	\$ 20,390	\$ 21,700	\$ 26,349	\$ -
Total Expenses	\$ 514,311	\$ 744,965	\$ 702,565	\$ 573,677



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PARKS AND CULTURAL SERVICES DIRECTORATE



- Funded in the General Fund
- Funded in the 4B Maintenance and Operations Fund

**FY 2016-2017 PROPOSED BUDGET
PARK AND CULTURAL SERVICES DIRECTORATE**

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Library	\$ 1,801,949	\$ 2,009,502	\$ 1,892,420	\$ 1,939,484
Civic Center Operations	415,870	481,780	457,602	499,970
Park Operations	1,823,484	2,086,989	2,086,541	1,915,028
Park Recreation	631,981	649,295	638,990	733,613
Parks and Cultural Services Directorate Total	\$ 4,673,284	\$ 5,227,566	\$ 5,075,553	\$ 5,088,095

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 3,481,272	\$ 3,791,983	\$ 3,656,926	\$ 3,675,254
Supplies	467,846	502,407	474,323	551,605
Repairs & Maintenance	167,071	202,716	192,051	233,255
Services & Charges	487,503	684,139	694,027	620,715
Special Programs	2,869	6,059	6,059	7,266
Capital Outlay	66,723	40,262	52,167	-
Parks and Cultural Services Category Total	\$ 4,673,284	\$ 5,227,566	\$ 5,075,553	\$ 5,088,095

PARKS AND CULTURAL SERVICES DIRECTORATE LIBRARY

MISSION STATEMENT

The mission of the Helen Hall Library is to provide comprehensive information resources and services to link the League City community to the world of ideas.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- The Board of Trustees, Librarians and Friends Board met in November to draft the library's Strategic Plan. The Plan is designed to evaluate and optimize all service and advocacy areas in advance of the City's formal Needs Assessment scheduled for 2018
- eBook circulation was increased by 10% through increases to the amount of adult materials account funds allocated to e-content, allowing greater frequency and higher volume of e-book orders
- Participation of community partners in Library programs was doubled: The "Teddy Bear Clinic," "Stress Relief through Meditation" and "Parenting Magic" programs were all led by guest presenters. Other programming partners include our Fire Department and Animal Shelter, Therapy Dogs International, U.S. Fish and Wildlife Service and Moody Gardens
- For the first time since its construction in 1988, the first-floor adult fiction and AV section has a staffed service desk where circulation clerks can find books, enter Interlibrary Loan requests and provide database and eBook assistance
- The Friends of the Library opened a used book store, becoming one of only six Greater Houston Library Friends' groups to do so. Through the Friends of the Library and their Book Store, the Library is able to self-fund a portion of our equipment and fixture needs
- In response to frequent patron requests, the Flipster digital magazine service was launched in January of 2016. The Flipster service was the only vendor offering *Consumer Reports*, the Library's single most sought-after magazine
- City Librarian Jenny Brewer earned the Certified Public Library Administrator credential, a postgraduate certification sponsored by the American Library Association and the University of Illinois
- The Library also purchased a 3D printer and will soon offer 3D printing services to the public. 3D printing is especially useful for inventors, as well as artisans and craftsmen of all kinds, as it offers on-demand production of various small parts and components needed to fabricate products and make repairs

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Assess institutional readiness to support a Junior College District and plan for implementation of findings in FY 2018
- Confirm that all current services, programs and resources are in line with national benchmarks, take steps to remediate shortfalls
- Develop advocates and partners throughout the community and increase availability of librarians as public speakers
- Research and plan for future facilities, services, programs and resources

**FY 2016-2017 PROPOSED BUDGET
LIBRARY**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 1,403,188	\$ 1,634,565	\$ 1,506,682	\$ 1,567,447
Supplies	204,721	224,070	223,096	227,871
Services & Charges	124,448	146,008	146,983	138,100
Special Programs & Events	2,869	4,859	4,859	6,066
Capital Outlay	66,723	-	10,800	-
TOTAL	\$ 1,801,949	\$ 2,009,502	\$ 1,892,420	\$ 1,939,484

BUDGET HIGHLIGHTS

Personnel Services – Reduction in FY 2017 reflects current staffing structure (\$45,379); Overtime was reduced (\$5,000) in FY 2017

Services & Charges – Technology Maintenance & Service decreased in FY 2017

Special Programs & Events – Increase in FY 2017 for Public Awareness Programs \$1,207

Capital Outlay – No Capital Outlay was requested in FY 2017

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Number of registered borrowers	34,920	35,507	35,000	36,019
Registered borrowers as a percent of service area population (Active in current fiscal year)	38%	35%	35%	36%
Circulation rates per registered borrower (Active in current fiscal year)	20.72	19.88	21.00	22.00
Number of new borrowers	4,319	4,168	4,000	4,200
Average daily visitors	779	749	750	775
Average questions answered per day	251	258	500	525
Total circulation	723,552	705,726	710,000	712,000
Circulation rates per capita	7.80	7.05	7.09	7.15
Operating and maintenance expenditures per item circulated	2.48	2.81	2.77	2.80
Internet user sessions per terminal	1891	1849	1900	1925

**FY 2016-2017 PROPOSED BUDGET
LIBRARY**

PERSONNEL				
POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
City Librarian	1.00	1.00	1.00	1.00
Assistant City Librarian - Public Serv.	1.00	1.00	1.00	1.00
Office Support Specialist	1.00	0.00	0.00	0.00
Office Support Assistant	0.00	1.00	1.00	1.00
Part-Time Office Support Assistant	0.50	0.50	0.50	0.50
Senior Librarian	3.00	3.00	3.00	3.00
Senior Assistant Librarian	3.00	2.00	2.00	2.00
Part-Time Senior Assistant Librarian	1.00	1.00	1.00	1.00
Librarian	4.00	5.00	5.00	5.00
Technical Service Clerk	4.00	4.00	4.00	4.00
Circulation Desk Supervisor	0.00	1.00	1.00	1.00
Circulation Clerk	4.00	3.00	3.00	3.00
Part-Time Circulation Clerk	3.00	3.00	3.00	3.00
Part-Time Library Page	3.50	4.50	4.50	4.50
Circulation Summer Assistant	0.40	0.40	0.40	0.40
Youth Services Summer Assistant	0.40	0.40	0.40	0.40
Children's Summer Assistant	0.20	0.20	0.20	0.20
TOTAL	30.00	31.00	31.00	31.00

**FY 2016-2017 PROPOSED BUDGET
LIBRARY**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 1,007,670	\$ 1,227,034	\$ 1,076,468	\$ 1,185,860
5004 Vacancy Savings	-	(48,710)	-	(58,140)
5006 Separation Pay	830	-	4,435	-
5009 Certification Pay	4,800	-	-	-
5014 Retirement	123,404	150,603	139,282	145,980
5015 Longevity	17,288	19,920	18,401	20,470
5016 FICA	77,328	96,308	84,931	93,200
5018 Employee Insurance	159,775	173,810	175,565	171,477
5020 Employee Allowance	1,393	3,600	3,600	3,600
5050 Overtime	10,700	12,000	4,000	5,000
Subtotal Personnel Services	\$ 1,403,188	\$ 1,634,565	\$ 1,506,682	\$ 1,567,447
Supplies				
5101 Office Supplies	13,452	11,900	11,900	11,900
5110 Books and Periodicals	12,974	13,000	13,024	13,000
5111 Audio Visual Supplies	6,832	5,000	5,000	5,000
5119 Office Furniture	1,959	6,970	9,395	5,009
5123 Small Tools and Minor Equipment	9,775	4,000	4,000	2,350
5125 Small Tools and Operating Supplies	14,555	8,100	12,100	13,262
5136 Reference Materials	6,801	13,000	13,000	13,000
5137 Children's Materials	50,002	50,000	50,000	50,000
5138 Adult Materials	47,521	55,000	47,577	57,000
5139 Audio Visual Materials	35,023	35,000	35,000	35,000
5147 Children Program Supplies	3,115	3,700	3,700	3,700
5148 Teen Program Supplies	1,024	2,400	2,400	2,400
5149 Adult Program Supplies	888	1,000	1,000	1,250
5194 Computer Equipment and Software	800	15,000	15,000	15,000
Subtotal Supplies	\$ 204,721	\$ 224,070	\$ 223,096	\$ 227,871
Services & Charges				
5305 Professional Fees	8,094	12,575	11,000	11,800
5310 Memberships and Dues	1,745	2,300	2,300	3,236
5311 Postage, Express, and Freight	1,556	1,350	1,350	1,350
5313 Printing and Binding	5,262	5,465	5,465	5,600
5317 Equipment Rental	6,116	6,800	5,900	4,500
5329 Technology Maintenance and Services	60,752	67,956	67,956	55,826
5337 Subscription Services	22,501	29,066	33,891	35,137
5344 Training and Travel	8,084	7,845	6,470	8,000
5348 Cataloging Services	5,276	7,851	7,851	7,851
5353 Utility Cost - Water	3,556	3,600	3,600	3,600
5392 Volunteer Benefits	1,506	1,200	1,200	1,200
Subtotal Services and Charges	\$ 124,448	\$ 146,008	\$ 146,983	\$ 138,100

**FY 2016-2017 PROPOSED BUDGET
LIBRARY**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Special Programs				
5418 Public Awareness Programs	499	2,009	2,009	3,216
5455 Special Events	2,370	2,850	2,850	2,850
Subtotal Special Programs	\$ 2,869	\$ 4,859	\$ 4,859	\$ 6,066
Capital Outlay				
5573 Equipment	66,723	-	10,800	-
Subtotal Capital Outlay	\$ 66,723	\$ -	\$ 10,800	\$ -
Total Expenses	\$ 1,801,949	\$ 2,009,502	\$ 1,892,420	\$ 1,939,484



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PARKS AND CULTURAL SERVICES DIRECTORATE CIVIC CENTER OPERATIONS

MISSION STATEMENT

Provide a diverse menu of quality recreational rental opportunities that address citizen needs, encourage community health and wellness and promote a lifelong recreational lifestyle.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Hired a new janitorial contractor and made significant adjustments to the days, times and frequencies to improve services at all buildings
- Established a 3 month floor waxing schedule at 18 City facilities, which improved aesthetics
- Added additional jazzercise classes in the Recreation Center to provide for flexibility to citizens and generate additional revenue to the City
- Relocated senior art classes from Hometown Heroes Park to the Recreation Center to provide better services to the users and open up more space at Hometown Heroes Park
- Established year round window cleaning for both interior and exterior windows at the Library, Public Safety Building and City Hall

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Evaluate the existing janitorial contract and improve custodial services throughout the city
- Continue to cross train custodial staff to provide assistance across the city
- Provide additional training to the Reservation Coordinator to explore innovative ways to utilize the rooms during down times

**FY 2016-2017 PROPOSED BUDGET
CIVIC CENTER OPERATIONS**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 250,107	\$ 266,874	\$ 231,782	\$ 273,320
Supplies	23,455	19,780	21,660	20,060
Services & Charges	142,308	195,126	204,160	206,590
TOTAL	\$ 415,870	\$ 481,780	\$ 457,602	\$ 499,970

BUDGET HIGHLIGHTS

Services & Charges – Increase in FY 2017 for Janitorial Services due to change in contractor, increased frequency and improved level of sanitation for the Jail Sanitation of \$15,000; Motor Pool Lease Fees decreased (\$3,570)

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total Earned Revenue for Civic Center / Recreation Center	\$56,828	\$82,658	\$70,566	\$74,000
Total number of public rentals	568	701	660	700
Total number of internal (COLC) reservations	435	373	470	500
Total Rentals / Reservations	1003	1,074	1,130	1,200

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Civic Center Coordinator	1.00	1.00	1.00	1.00
Senior Custodian	1.00	1.00	1.00	1.00
Custodian	3.00	3.00	3.00	3.00
Part-Time Custodian	1.00	1.00	1.00	1.00
TOTAL	6.00	6.00	6.00	6.00

**FY 2016-2017 PROPOSED BUDGET
CIVIC CENTER OPERATIONS**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 154,124	\$ 172,360	\$ 142,914	\$ 180,040
5004 Vacancy Savings	-	(6,790)	-	(7,360)
5006 Separation Pay	461	-	-	-
5014 Retirement	23,211	25,033	22,724	25,994
5015 Longevity	3,790	4,200	3,878	4,580
5016 FICA	11,800	14,001	11,154	14,620
5018 Employee Insurance	45,423	50,670	43,002	48,046
5020 Employee Allowance	2,000	2,400	1,800	2,400
5050 Overtime	9,298	5,000	6,310	5,000
Subtotal Personnel Services	\$ 250,107	\$ 266,874	\$ 231,782	\$ 273,320
Supplies				
5101 Office Supplies	6,778	3,850	3,850	3,850
5105 Janitorial Supplies	11,117	9,100	9,100	9,100
5125 Small Tools and Operating Supplies	5,236	6,000	7,880	6,280
5145 Gas and Oil	324	200	200	200
5181 Uniform Expense	-	630	630	630
Subtotal Supplies	\$ 23,455	\$ 19,780	\$ 21,660	\$ 20,060
Services & Charges				
5320 Janitorial Services	140,397	190,456	199,490	205,490
5327 Capital Replacement Fees	-	3,570	3,570	-
5353 Utility Cost - Water	1,911	1,100	1,100	1,100
Subtotal Services and Charges	\$ 142,308	\$ 195,126	\$ 204,160	\$ 206,590
Total Expenses	\$ 415,870	\$ 481,780	\$ 457,602	\$ 499,970



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PARKS AND CULTURAL SERVICES DIRECTORATE PARK OPERATIONS

MISSION STATEMENT

To improve the quality of life in the community by providing clean, safe and aesthetically pleasing parks and facilities for the enjoyment of the entire community.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Took on oversight of contract mowing and routine inspections related to completed Hike and Bike Trail Phase 1 project and installed promised site furnishings/signage
- Performed numerous hardscape and concrete trail repairs throughout park system
- Made repairs and part replacements to playground structures at Bayridge and Countryside Parks
- Performed complete replaster of baby pool at municipal pool, replaced drain grates and failed deck coating under awning
- Replaced main pool motor at municipal pool and rebuilt old motor for back up
- Took on oversight of contract mowing, turf maintenance and seasonal plantings related to the new Public Safety Building. Worked with staff to perform mulch of all beds and trim trees at the site
- Expanded holiday lighting to incorporate the oak trees on east and west sides from the plaza toward Main Street at League Park
- Implemented contracted maintenance program for Ghirardi Compton Oak Tree, including annual fertilization, fungicide and insecticide application with pruning of any deadwood. Health of tree showing significant improvement
- Implemented contracted turf maintenance program to Municipal Complex, Fire and EMS facilities to include biannual mulching of trees and beds, pre/post emergent weed control, fertilization and annual fire ant control
- Added additional 287 parking spaces at Hometown Heroes Park to allow for multiple programming and special events to take place in the fields and the building simultaneously
- Worked with volunteers to develop a Management Plan for the Dr. Ned and Fay Dudley Nature Center
- Continue to seek funding for Ghirardi House through grant and foundation applications

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Continue with hardscape repairs related to aged sidewalks and trails damaged from past drought conditions or vehicular traffic
- Continue with upgraded standard of care regimen to landscaping and lawns at Parks and other City Facilities
- Continue with numerous other Park Facility renewal projects as spelled out in the CIP program that includes: fencing repairs, structure/site amenity painting and replacements, basketball court resurfacing, replacement of aged playground components etc.



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**FY 2016-2017 PROPOSED BUDGET
PARK OPERATIONS**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 1,392,361	\$ 1,411,367	\$ 1,448,990	\$ 1,377,998
Supplies	144,302	194,369	165,779	183,222
Repairs & Maintenance	164,451	200,153	189,488	229,899
Services & Charges	122,370	240,838	240,917	123,909
Capital Outlay	-	40,262	41,367	-
TOTAL	\$ 1,823,484	\$ 2,086,989	\$ 2,086,541	\$ 1,915,028

BUDGET HIGHLIGHTS

Personnel Services - Added one (1) Park Maintenance Position \$47,750 and transferred one Senior Parks Maintenance Worker to 4B Parks Operations (\$61,624); Employee Insurance decreased due to adjusted estimates based on actual FY 2016 employee plan selections (\$16,695)

Supplies - FY 2017 Agricultural Supplies has been increased for the FY 2016 budget reallocation of \$20,000 to the 4B Parks Recreation budget for the Master Trails Plan funding; Gas and Oil decreased (\$17,000) for FY 2017; Funding decreased (\$18,500) for pool chemicals due to the pool maintenance to be performed in-house for FY 2017 by the Parks Recreation Department

Repairs & Maintenance - FY 2017 Building & Ground Maintenance has been increased for the FY 2016 budget reallocation of \$25,000 to the 4B Parks Recreation budget for the Master Trails Plan funding and an increase in biannual contracted seasonal flower planting at city locations \$12,000; Vehicle Repair & Maintenance decreased (\$4,254) for FY 2017

Services & Charges – Professional Fees-Other decreased (\$118,800) for the Master Plan in FY 2016

Capital Outlay – No Capital Outlay requested for FY 2017

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Estimated program/event attendance	431,627*	430,389*	550,000*	550,000*
Number of parks in the city	15	15	15	15
Acreage developed and maintained	408.63	409	409	409
Miles of walking trail maintained	5.39	9.8	10	10

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Director of Parks & Cultural Services	1.00	1.00	1.00	1.00
Parks Operation Superintendent	1.00	1.00	1.00	1.00
Park Maintenance Supervisor	1.00	1.00	1.00	1.00
Park Coordinator	1.00	1.00	1.00	1.00
Senior Park Maintenance Worker	2.00	2.00	2.00	1.00
Park Maintenance Crew Leader	3.00	3.00	3.00	3.00
Park Maintenance Worker	13.00	13.00	13.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	23.00	23.00	23.00	23.00

**FY 2016-2017 PROPOSED BUDGET
PARK OPERATIONS**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 917,229	\$ 960,434	\$ 965,730	954,027
5004 Vacancy Savings	-	(33,910)	-	(44,910)
5006 Separation Pay	1,595	-	-	-
5009 Certification Pay	16,200	-	-	-
5014 Retirement	145,191	152,585	153,826	152,041
5015 Longevity	27,093	26,920	26,323	29,228
5016 FICA	71,913	76,668	74,836	75,907
5018 Employee Insurance	196,262	211,870	211,475	194,905
5020 Employee Allowance	1,500	1,800	1,800	1,800
5050 Overtime	15,378	15,000	15,000	15,000
Subtotal Personnel Services	\$ 1,392,361	\$ 1,411,367	\$ 1,448,990	\$ 1,377,998
Supplies				
5101 Office Supplies	4,920	5,779	5,779	6,200
5105 Janitorial Supplies	12,437	13,500	15,000	15,500
5110 Books and Periodicals	-	200	-	200
5116 Building Maintenance Supplies	18,847	22,800	18,000	22,800
5123 Small Tools and Minor Equipment	9,115	13,500	10,000	12,000
5125 Small Tools and Operating Supplies	1,404	11,500	11,500	12,932
5135 Lumber and Building Materials	1,142	5,840	2,000	5,840
5145 Gas and Oil	24,145	37,000	15,000	20,000
5147 Meeting Expenses	293	500	500	500
5153 Ground Maintenance Supplies	24,027	21,000	21,000	41,000
5154 Recreation Supplies	19,345	21,000	21,000	21,000
5165 Traffic Control Supplies	1,354	2,750	1,000	2,750
5181 Uniforms	-	1,000	1,000	1,000
5185 Chemicals, Drugs, and Labs	19,692	20,000	26,000	1,500
5191 Concrete, Asphalt, and Aggregate	7,581	18,000	18,000	20,000
Subtotal Supplies	\$ 144,302	\$ 194,369	\$ 165,779	\$ 183,222
Repairs & Maintenance				
5215 Building and Ground Maintenance	102,903	130,500	130,500	164,500
5230 Vehicle Repair and Maintenance	44,390	48,988	48,988	44,734
5240 Equipment Repair and Maintenance	17,158	20,665	10,000	20,665
Subtotal Repairs and Maintenance	\$ 164,451	\$ 200,153	\$ 189,488	\$ 229,899
Services & Charges				
5305 Professional Fees	1,360	123,600	123,600	4,800
5310 Memberships and Dues	1,198	3,300	3,300	3,300
5311 Postage, Express, and Freight	183	300	300	300
5313 Printing and Binding	-	821	1,000	400
5317 Equipment Rental	-	1,500	1,500	1,500
5321 Uniform Expense	6,110	8,000	8,000	8,200
5327 Capital Replacement Fees	74,530	62,287	62,287	59,347
5344 Training and Travel	5,479	7,050	7,050	7,050
5353 Utility Cost - Water	29,490	28,000	28,000	28,000

**FY 2016-2017 PROPOSED BUDGET
PARK OPERATIONS**

LINE ITEM DETAIL

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
5358 Utility Costs - Waste Disposal	-	100	-	100
5368 Field Lease Fees	1,380	1,380	1,380	6,412
5390 Tree Service	2,640	4,500	4,500	4,500
Subtotal Services and Charges	\$ 122,370	\$ 240,838	\$ 240,917	\$ 123,909
Capital Outlay				
5552 Autos and Trucks	-	40,262	41,367	-
Subtotal Capital Outlay	\$ -	\$ 40,262	\$ 41,367	\$ -
Total Expenses	\$ 1,823,484	\$ 2,086,989	\$ 2,086,541	\$ 1,915,028



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PARKS AND CULTURAL SERVICES DIRECTORATE PARK RECREATION

MISSION STATEMENT

Provide a diverse menu of quality recreation programs that address citizen needs, encourage community health and wellness and promote a lifelong recreational lifestyle.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Extended the pool season at Hometown Heroes Park, with programming beginning in March and ending in November. Additional programming included Lifeguard classes, Water aerobics for seniors, lap swim and swim lessons
- Implemented additional camp opportunities for youth by adding holiday camp during the Christmas break and Spring break camp in March
- Expected to bring in over \$100,000 in additional programming revenue through growth of existing programs, new programs and extending the hours of the pool season
- Eliminated the pool maintenance contract and provided that service internally, saving the City \$20,000 annually
- Explored more opportunities for special needs programming by hosting an event at Hometown Heroes Park for persons with disabilities
- Implemented new programs and events to the community, including monthly Kids Night Out, homeschool physical education, indoor girls' volleyball, 4u basketball, cheerleading, private swim lessons, Team of Tomorrow preschool program and Family Fun Day for persons with special needs
- Extended the Senior Ceramic and Pottery classes to year round due to the success of the program
- Implemented a new background screening process for volunteer coaches, resulting in less turnaround time, easier process for volunteers and significant cost savings to the City

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Implement a sponsorship program to allow vendors to advertise through the City brochure, on ballfields and on the website, resulting in additional revenue for the City
- Expand programming to meet the special needs demographic
- Continue to evaluate additional partnership opportunities to improve the quality of the recreation programs
- Continue to provide innovative recreational programs that meet the need of the community
- Seek programming opportunities to address the adult sports programming needs

**FY 2016-2017 PROPOSED BUDGET
PARK RECREATION**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 435,616	\$ 479,177	\$ 469,472	\$ 456,489
Supplies	95,368	64,188	63,788	120,452
Repairs & Maintenance	2,620	2,563	2,563	3,356
Services & Charges	98,377	102,167	101,967	152,116
Special Programs & Events	-	1,200	1,200	1,200
TOTAL	\$ 631,981	\$ 649,295	\$ 638,990	\$ 733,613

BUDGET HIGHLIGHTS

Personnel Services - Decrease related to Summer Camp positions moved to 4B Parks Recreation due to camp being held at HHP; Employee Insurance decreased to reflect actual FY 2016 employee plan selections \$10,290

Supplies - FY 2017 Recreation Supplies has been increased for the FY 2016 budget reallocation of \$26,427 to the 4B Parks Recreation budget for the Master Trails Plan funding and increased an additional \$5,987 due to increased participation in recreational programs for FY 2017; \$24,250 additional funding for pool chemicals due to pool maintenance to be performed in-house for FY 2017, previously budgeted in Parks Operations

Services & Charges - FY 2017 Professional Fees has been increased for the FY 2016 budget reallocation of \$47,373 to the 4B Parks Recreation budget for the Master Trails Plan funding

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total Revenue Earned from Parks & Recreation Activities (Program Fees and Charges)	\$559,957	\$636,929	\$750,000	\$765,000
Total Paid Full-Time Equivalent Staff (all Parks and Recreation Activities)	18.25	22.5	23.5	23.5
Total Recreation Expenditures (General Operating and Maintenance Expenditures)	\$960,548	\$1,145,825	\$1,380,334	\$1,380,334
Number of Recreation Programs Offered	68	75	85	88
Number of Social/Civic/Private Group Relationships	4	4	4	4
Number of Recreation Program Participants (League City Residents)	34,971	38,463	44,900	45,800
Number of Recreation Program Participants (Non-Residents)	4,209	4,503	9,000	9,200
Number of Special Event Participants	9,014	9,195	11,000	11,200
Total Number of Participants	48,194	52,161	64,900	66,200

PERSONNEL				
POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Parks Recreation Superintendent	1.00	1.00	1.00	1.00
Senior Office Support Specialist	1.00	1.00	1.00	1.00
Recreation Specialist	2.00	2.00	2.00	2.00
Part-Time Recreation Specialist	0.50	0.50	0.50	0.50
Part-Time Recreation Aide	2.50	2.50	2.75	2.75
Recreation Aide (Seasonal)	0.50	0.50	0.75	0.75
Pool Manager (Seasonal)	0.25	0.25	0.25	0.25
Head Water Safety Instructor (Seasonal)	0.25	0.25	0.00	0.00
Concession Operator (Seasonal)	0.50	0.50	0.00	0.00
Water Safety Instructor (Seasonal)	1.25	1.25	0.00	0.00
Lifeguards (Seasonal)	1.75	1.75	3.00	3.00
Assistant Camp Director (Seasonal)	0.25	0.25	0.00	0.00
Bus Driver / Camp Counselor (Seasonal)	0.25	0.25	0.00	0.00
Camp Counselor (Seasonal)	2.50	2.50	0.00	0.00
TOTAL	14.50	14.50	11.25	11.25

**FY 2016-2017 PROPOSED BUDGET
PARK RECREATION**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 311,291	\$ 354,936	\$ 330,350	\$ 344,050
5004 Vacancy Savings	-	(13,940)	-	(14,120)
5009 Certification Pay	2,400	-	-	-
5014 Retirement	30,655	32,183	37,918	31,589
5015 Longevity	1,817	2,340	2,336	2,820
5016 FICA	23,448	27,798	24,629	26,880
5018 Employee Insurance	51,115	65,330	65,034	55,040
5020 Employee Allowance	3,109	3,300	3,000	3,000
5050 Overtime	11,781	7,230	6,205	7,230
Subtotal Personnel Services	\$ 435,616	\$ 479,177	\$ 469,472	\$ 456,489
Supplies				
5101 Office Supplies	1,316	2,600	2,600	2,600
5105 Janitorial Supplies	1,713	1,750	1,750	1,750
5121 Training Supplies	-	2,250	2,250	2,250
5145 Gas and Oil	1,668	2,000	1,600	1,600
5152 Concession Supplies	3,755	6,500	6,500	6,500
5154 Recreation Supplies	84,854	46,583	46,583	78,997
5181 Uniforms	2,062	2,505	2,505	2,505
5185 Chemicals, Drugs, and Labs	-	-	-	24,250
Subtotal Supplies	\$ 95,368	\$ 64,188	\$ 63,788	\$ 120,452
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	2,620	2,563	2,563	3,356
Subtotal Repairs and Maintenance	\$ 2,620	\$ 2,563	\$ 2,563	\$ 3,356
Services & Charges				
5305 Professional Fees	86,523	87,880	87,880	138,169
5310 Memberships and Dues	863	1,420	1,420	1,420
5311 Postage, Express, and Freight	-	400	200	400
5313 Printing and Binding	5,371	7,215	7,215	7,215
5327 Motor Pool Lease Fees	2,670	2,152	2,152	1,812
5344 Training and Travel	2,950	2,500	2,500	2,500
5352 Utility Costs - Telephone	-	600	600	600
Subtotal Services and Charges	\$ 98,377	\$ 102,167	\$ 101,967	\$ 152,116
Special Programs				
5413 Sales Tax - Concessions	-	1,200	1,200	1,200
Subtotal Special Programs	\$ -	\$ 1,200	\$ 1,200	\$ 1,200
Capital Outlay				
Subtotal Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 631,981	\$ 649,295	\$ 638,990	\$ 733,613

**FY 2016-2017 PROPOSED BUDGET
NON-DEPARTMENTAL**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 279,845	\$ 528,508	\$ 502,267	\$ 782,573
Supplies	14,360	-	-	-
Repairs & Maintenance	3,000	-	-	-
Services & Charges	558,714	865,888	760,470	759,823
Special Programs & Events	38,267	920,676	796,839	1,180,961
Capital Outlay	52,182	69,645	19,645	-
Transfers	2,123,084	2,254,150	2,238,570	2,434,314
TOTAL	\$ 3,069,452	\$ 4,638,867	\$ 4,317,791	\$ 5,157,671

FY 2017 ADOPTED EXPENDITURE DETAIL

Personnel Services

2% Merit beginning January 1, 2016	\$ 470,473
Worker's Compensation	200,900
Unemployment Insurance premium	60,000
Retiree Insurance	47,200
Flex Benefits Admin Fee	4,000

Subtotal Personnel Services \$ 782,573

Services & Charges

Roadmap and other related projects	50,000
Financial Advisor Continuing Disclosure	3,500
Postage, Express, Freight	2,000
TML property insurance	330,482
Windstorm insurance	351,069
Flood Insurance	3,454
Public Official Bond	13,000
Fire Fighter Insurance	6,318

Subtotal Services & Charges \$ 759,823

Special Programs

380 Agreements	1,180,961
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Subtotal Special Programs \$ 1,180,961

Transfers

Transfer to Tax Increments	2,016,060
TIF #2 Victory Lakes	\$ 1,244,945
TIF #3 Centerpointe	576,302
TIF #4 West Oaks	194,813
Transfer to Employee Benefit Fund (Care Here Clinic)	418,254

Subtotal Transfers \$ 2,434,314

TOTAL EXPENDITURES \$ 5,157,671

**FY 2016-2017 PROPOSED BUDGET
NON-DEPARTMENTAL**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ -	\$ 48,933	\$ 48,933	\$ 379,422
5012 Worker's Compensation	206,240	230,000	195,591	200,900
5013 Unemployment Insurance	28,238	48,110	56,278	60,000
5014 Retirement	-	-	-	59,787
5016 FICA	-	3,110	3,110	31,264
5018 Employee Insurance	45,367	198,355	198,355	51,200
5025 Dependent Insurance	-	-	-	-
Subtotal Personnel Services	\$ 279,845	\$ 528,508	\$ 502,267	\$ 782,573
Supplies				
5119 Office Furniture	14,360	-	-	-
Subtotal Supplies	\$ 14,360	\$ -	\$ -	\$ -
Repairs & Maintenance				
5215 Building Repair & Maint	3,000	-	-	-
Subtotal Repairs and Maintenance	\$ 3,000	\$ -	\$ -	\$ -
Services & Charges				
5305 Professional Fees	74,070	110,000	50,000	53,500
5311 Postage, Express, and Freight	2,320	2,000	2,000	2,000
5333 Insurance - All Coverages	482,324	753,888	708,470	704,323
Subtotal Services and Charges	\$ 558,714	\$ 865,888	\$ 760,470	\$ 759,823
Special Programs				
5458 Employee Programs	7,923	8,965	8,964	-
5463 380 Incentive Agreements	-	911,711	781,206	1,180,961
5493 Bad Debt Expense	30,344	-	6,669	-
Subtotal Special Programs	\$ 38,267	\$ 920,676	\$ 796,839	\$ 1,180,961
Capital Outlay				
5573 Equipment	52,182	19,645	19,645	-
5590 Building Improvements	-	50,000	-	-
Subtotal Capital Outlay	\$ 52,182	\$ 69,645	\$ 19,645	\$ -
5614 Transfer to the Tax Increment	1,739,753	1,840,000	1,840,232	2,016,060
5671 Transfer to Emp Benefit Fund (Care Here Clini	383,331	414,150	398,338	418,254
Subtotal Transfers	\$ 2,123,084	\$ 2,254,150	\$ 2,238,570	\$ 2,434,314
Total Expenses	\$ 3,069,452	\$ 4,638,867	\$ 4,317,791	\$ 5,157,671

**FY 2016-2017 PROPOSED BUDGET
TRANSFERS**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Transfers				
5636 Transfer to the Capital Projects Fund	1,108,821	1,930,000	1,930,000	12,000,000
5671 Transfer to Employee Benefit Fund	389,100	-	-	-
Total Transfers	\$ 1,497,921	\$ 1,930,000	\$ 1,930,000	\$ 12,000,000



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**FY 2016-2017 PROPOSED BUDGET
DEBT SERVICE FUND OVERVIEW**

OVERVIEW

The Debt Service Fund is a legally restricted fund utilized to account primarily for property tax revenues levied, and budgeted to pay long-term debt principal and interest for the city's general obligation debt. League City issues general obligation bonds for a term of generally twenty years for the purpose of constructing major capital improvements. This fund is also used to account for property taxes rebated to municipal utility districts (MUD's) located inside the city limits of League City, and for the debt-levy portion of incremental property tax revenues paid to the City's Tax Increment Reinvestment Zones. The city has no legal debt limits.

Other general debt is payable from the 4B Corporation, the Public Improvement Districts and Tax Increment Reinvestment Zones. This debt is 'self-supporting' from those sources, and information related to those obligations is included in this section as well.

**FY 2016-2017 PROPOSED BUDGET
DEBT SERVICE FUND**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues:				
Property tax revenue	\$ 11,955,851	\$ 10,962,112	\$ 11,090,000	\$ 11,428,695
Penalties and interest	63,077	80,000	60,000	80,000
Investment income	6,598	5,000	26,000	5,000
Contribution from GCMUD#3	256,797	-	-	-
Total Revenues	\$ 12,282,323	\$ 11,047,112	\$ 11,176,000	\$ 11,513,695
Expenditures:				
Debt Service payments				
Principal	5,046,939	5,379,063	5,379,063	5,750,045
Interest	3,580,075	3,571,584	3,554,753	3,650,281
Fiscal agent fees	5,131	7,000	7,000	7,000
Contribution to refunding	-	-	95,887	-
Other expenditures				
MUD rebates	1,542,098	1,037,312	1,037,312	1,062,320
TIRZ contributions	855,492	806,294	805,312	814,320
Total Expenditures	\$ 11,029,735	\$ 10,801,253	\$ 10,879,327	\$ 11,283,966
Revenues Over/(Under) Expenditures	\$ 1,252,588	\$ 245,859	\$ 296,673	\$ 229,729
Beginning Fund Balance	\$ 2,861,858	\$ 4,114,446	\$ 4,114,446	\$ 4,411,119
Ending Fund Balance	\$ 4,114,446	\$ 4,360,305	\$ 4,411,119	\$ 4,640,848

Bond Ratings

Underlying ratings on the City's General Obligation and Utility Revenue debt are AA by Standard and Poor's and Aa2 by Moody's.

BUDGET HIGHLIGHTS

- FY 2016-2017 property tax revenue projection is based on estimated taxable value of \$7.3 billion with 6% reduction from appeals, a debt service tax rate of \$0.165 per \$100 taxable value and 100% collection rate for all taxes including penalty and interest.
- Property tax rebates to MUD's are budgeted at \$1.06 million, slightly higher than in FY2015-2016.
- Tax increments paid to the City's three Tax Increment Reinvestment Zones are up due to growth primarily in the Centerpoint TIRZ.
- The FY 2017 Debt Service Fund budget anticipates no debt payments for additional bond sales, and payments on existing debt of \$8.77 million. Of this amount, \$5.4 million is to retire principal.

**FY 2016-2017 PROPOSED BUDGET
MUD REBATES AND TIRZ CONTRIBUTIONS**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
MUD REBATES				
MUD #3 Meadowbend	\$ 532,069	\$ -	\$ -	\$ -
MUD #6 The Landing	701,523	738,378	738,378	738,867
MUD #13 Brittany Bay	269,464	298,934	298,934	323,453
Gal Co MUD #15	39,042	-	-	-
Subtotal MUD Rebates	1,542,098	1,037,312	1,037,312	1,062,320
TIRZ CONTRIBUTIONS				
TIF #2 Victory Lakes	580,315	532,979	449,341	502,854
TIF #3 Centerpointe	219,800	199,317	281,003	232,778
TIF #4 West Oaks	55,377	73,998	74,968	78,688
Subtotal TIRZ Contributions	855,492	806,294	805,312	814,320
Total	\$ 2,397,590	\$ 1,843,606	\$ 1,842,624	\$ 1,876,640

**CITY OF LEAGUE CITY
DEBT SERVICE REQUIREMENTS
FISCAL YEAR 2016-2017**

Bond Series	Amount Issued	Interest Rate	Maturity	Balance at 9/30/16	Principal	Interest	Total Debt Service	Balance at 9/30/17
Debt Service Fund								
<i>Certificates of Obligation</i>								
2008	\$ 15,500,000	4% to 5%	2029	\$ 1,360,000	\$ 665,000	\$ 42,838	\$ 707,838	\$ 695,000
2009	11,600,000	3.13% to 5.13%	2030	3,780,000	540,000	132,975	672,975	3,240,000
2011	11,460,000	2.75% to 4.75%	2030	8,455,000	520,000	343,462	863,462	7,935,000
2012A	33,675,000	2% to 5%	2032	30,560,000	1,035,000	1,364,019	2,399,019	29,525,000
2015	3,020,000	3% to 5%	2035	2,935,000	100,000	112,068	212,068	2,835,000
2016	8,990,000	2% to 4%	2036	8,990,000	315,000	314,315	629,315	8,675,000
<i>General Obligation - Refunding</i>								
2006	2,085,000	3.9% tp 4%	2019	845,000	270,000	33,800	303,800	575,000
2011A	6,975,000	2% to 5%	2028	4,900,000	470,000	192,256	662,256	4,430,000
2012	6,785,000	2% to 5%	2033	6,150,000	225,000	261,757	486,757	5,925,000
2013	13,819,988	2% to 4%	2033	9,763,032	1,285,044	274,438	1,559,482	8,477,988
2016	12,900,000	3% to 5%	2029	12,900,000	-	565,350	565,350	12,900,000
<i>General Obligation - Galveston County MUD #3</i>								
1997		4% to 6%	2017	325,000	325,000	13,000	338,000	-
				<u>90,963,032</u>	<u>5,750,044</u>	<u>3,650,278</u>	<u>9,400,322</u>	<u>85,212,988</u>
Payable from the debt service fund				\$ 90,963,032	\$ 5,750,044	\$ 3,650,278	\$ 9,400,322	\$ 85,212,988
General debt Payable from other sources (self supporting debt)								
4B Corporation								
<i>Certificates of Obligation</i>								
2011	\$ 8,930,000	2.75% to 4.75%	2030	\$ 6,940,000	\$ 375,000	\$ 285,424	\$ 660,424	\$ 6,565,000
TIRZ #2								
<i>Certificates of Obligation</i>								
2010	10,000,000	3.3% to 5.13%	2024	1,010,000	115,000	36,375	151,375	895,000
TIRZ #3								
<i>General Obligation - Refunding</i>								
2011B	\$ 6,075,000	2% to 4%	2018	1,875,000	920,000	56,600	976,600	955,000
PID #3								
<i>General Obligation - Refunding</i>								
2013A	\$ 2,190,000	2.21%	2026	1,440,000	280,000	28,730	308,730	1,160,000
PID #1								
<i>General Obligation - Refunding</i>								
2014	\$ 3,200,000	1.95%	2023	2,445,000	400,000	43,778	443,778	2,045,000
				<u>13,710,000</u>	<u>2,090,000</u>	<u>450,907</u>	<u>2,540,907</u>	<u>11,620,000</u>
Self Supporting Debt				\$ 13,710,000	\$ 2,090,000	\$ 450,907	\$ 2,540,907	\$ 11,620,000
Total Debt Service				\$ 104,673,032	\$ 7,840,044	\$ 4,101,185	\$11,941,229	\$ 96,832,988

**CITY OF LEAGUE CITY
AGGREGATE NET TAX SUPPORTED DEBT REQUIREMENTS**

FY	Principal	Interest	Total
2018	6,216,026	3,432,366	9,648,392
2019	6,182,990	3,219,215	9,402,205
2020	6,083,971	2,967,913	9,051,884
2021	5,895,000	2,703,334	8,598,334
2022	6,100,000	2,434,759	8,534,759
2023	6,115,000	2,158,809	8,273,809
2024	5,790,000	1,889,424	7,679,424
2025	5,975,000	1,617,958	7,592,958
2026	5,585,000	1,354,755	6,939,755
2027	5,390,000	1,120,121	6,510,121
2028	5,555,000	916,167	6,471,167
2029	5,490,000	719,350	6,209,350
2030	4,485,000	516,079	5,001,079
2031	3,385,000	337,898	3,722,898
2032	3,525,000	181,279	3,706,279
2033	1,240,000	82,291	1,322,291
2034	785,000	52,035	837,035
2035	800,000	28,810	828,810
2036	615,000	8,456	623,456
	<u>\$ 85,212,987</u>	<u>\$ 25,741,019</u>	<u>\$ 110,954,006</u>

**General debt payable from other sources (self supporting debt)
4B CORPORATION**

FY	Principal	Interest	Total
2018	\$ 390,000	\$ 273,949	\$ 663,949
2019	405,000	261,619	666,619
2020	420,000	246,738	666,738
2021	435,000	229,640	664,640
2022	455,000	211,839	666,839
2023	470,000	193,338	663,338
2024	495,000	172,182	667,182
2025	515,000	149,161	664,161
2026	540,000	125,745	665,745
2027	565,000	100,882	665,882
2028	595,000	74,485	669,485
2029	625,000	45,956	670,956
2030	655,000	15,556	670,556
	<u>\$ 6,565,000</u>	<u>\$ 2,101,090</u>	<u>\$ 8,666,090</u>

**CITY OF LEAGUE CITY
AGGREGATE DEBT REQUIREMENTS (cont'd)**

TIRZ #2

FY	Principal	Interest	Total
2018	\$ 115,000	\$ 32,925	\$ 147,925
2019	120,000	29,188	149,188
2020	125,000	25,136	150,136
2021	125,000	20,762	145,762
2022	130,000	16,075	146,075
2023	135,000	11,200	146,200
2024	145,000	5,800	150,800
	<u>\$ 895,000</u>	<u>\$ 141,086</u>	<u>\$ 1,036,086</u>

TIRZ #3

FY	Principal	Interest	Total
2018	\$ 955,000	\$ 19,100	\$ 974,100
	<u>\$ 955,000</u>	<u>\$ 19,100</u>	<u>\$ 974,100</u>

PID #3

FY	Principal	Interest	Total
2018	\$ 265,000	\$ 22,708	\$ 287,708
2019	205,000	17,514	222,514
2020	190,000	13,150	203,150
2021	160,000	9,282	169,282
2022	120,000	6,188	126,188
2023	85,000	3,923	88,923
2024	65,000	2,265	67,265
2025	50,000	994	50,994
2026	20,000	221	20,221
	<u>\$ 1,160,000</u>	<u>\$ 76,245</u>	<u>\$ 1,236,245</u>

PID #1, Phases 3 and 4

FY	Principal	Interest	Total
2018	\$ 410,000	\$ 35,880	\$ 445,880
2019	425,000	27,739	452,739
2020	435,000	19,354	454,354
2021	290,000	12,285	302,285
2022	300,000	6,532	306,532
2023	185,000	1,804	186,804
	<u>\$ 2,045,000</u>	<u>\$ 103,594</u>	<u>\$ 2,148,594</u>



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FY 2016-2017 PROPOSED BUDGET UTILITY FUND SUMMARY

OVERVIEW

The Utility Operating Fund is an enterprise fund that provides funding for water and wastewater operations as well as system improvements. Its primary source of income is water and wastewater fees paid by water system customers most of whom are residential. The FY 2017 Proposed Budget for the Utility Fund is based on the current water and wastewater rate schedule.

FINANCIAL OUTLOOK

The FY 2017 Proposed Budget for the Utility Fund is \$34.77 million, including operations, debt service for bonds used to build water and wastewater projects, and operating revenue funding of capital projects. This is \$1.67 million more than the FY 2016 Amended Budget, or a 5% increase. \$1 million of this proposed increase is due to additional cash funding provided for capital projects and \$436,234 is due to increased debt service. The balance of the increased budget is due to merit increase, addition of Sensus analytics software upgrades and enhancements project, increase in water purchases, increase in wastewater overtime, one-time wastewater system equipment purchases.

As the City Council adopted rate adjustments effective November 1, 2015, the FY 2017 projected system revenue is \$398,500 more than the FY 2016 Amended Budget. The estimated revenue is based on a more normal weather year, and the new rates for a full year.

The Utility Fund is expected to end FY 2017 with a \$9.77 million fund balance, \$4.55 million of which fulfills the financial policy requirement of 90 days of operating expenses. In addition, the Utility Debt Service Reserve Fund is expected to end FY 2017 with a balance of \$7.36 million; \$5.29 million more than the reserve bond requirement.

UTILITY FUND BUDGET HIGHLIGHTS

Debt service budget increased due to the 2016 Certificates of Obligation issue. The FY 2017 debt service budget of \$13.3 million is \$825,000 more than expended in FY 2016. The reader is referred to the 5 year Capital Improvement Plan for detailed description of this robust program developed to meet the demands of a rapidly growing community.

The reserves shown reflect current City policy, including recognition of debt service reserves required by bond covenants and City ordinances as a portion of the Utility Fund balance. Due to the refunding of revenue bonds in the current year, the reserve requirement was reduced. In addition, the City maintains 90 days of reserves to meet operating expenditures for that period of time in an extended emergency. The proposed "Working Days" calculation excludes debt service because of the aforementioned debt service reserve policy.

**FY 2015-2016 PROPOSED BUDGET
UTILITY OPERATING FUND**

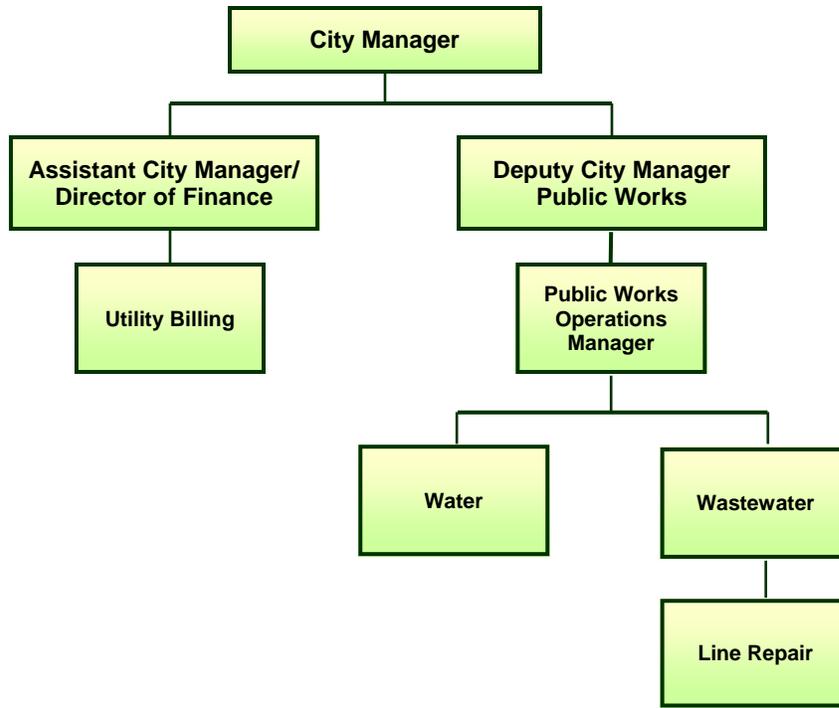
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues:				
Charges for Services	\$ 28,297,590	\$ 34,373,500	\$ 33,582,500	\$ 34,781,000
Other Revenues	431,957	455,200	412,300	446,200
Investment Earnings	6,295	14,600	8,700	14,600
Total Revenues	\$ 28,735,842	\$ 34,843,300	\$ 34,003,500	\$ 35,241,800
Expenditures				
Operating Expenditures				
Utility Billing	1,284,313	1,375,554	1,350,118	1,383,446
Water	5,182,064	6,144,306	5,727,614	6,192,783
Wastewater	4,099,603	3,949,747	3,806,163	4,094,849
Line Repair	2,539,213	3,116,615	2,947,433	3,108,646
Non-Departmental	4,313,202	3,653,517	3,692,659	3,692,184
Subtotal Operating Expenditures	17,418,395	18,239,739	17,523,987	18,471,908
Debt Service	12,274,771	12,866,274	12,475,324	13,302,508
Transfer to CIP	925,000	2,000,000	2,000,000	3,000,000
Total Expenditures	\$ 30,618,166	\$ 33,106,013	\$ 31,999,311	\$ 34,774,416
Revenues Over/(Under) Expenditures	\$ (1,882,324)	\$ 1,737,287	\$ 2,004,189	\$ 467,384
Beginning Fund Balance	\$ 14,493,913	\$ 7,301,538	\$ 7,301,538	\$ 9,305,727
Transfer to Utility Debt Service Reserve	\$ (5,310,051)	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 7,301,538	\$ 9,038,825	\$ 9,305,727	\$ 9,773,111
90 Days of Operating Expenditure by Policy	\$ 4,294,947	\$ 4,497,470	\$ 4,320,983	\$ 4,554,717
Excess Reserve	\$ 3,006,591	\$ 4,541,355	\$ 4,984,743	\$ 5,218,394
Days of Operating Expenditures Over/(Under) 90 Days	63.0	90.9	103.8	103.1

UTILITY FUND RESERVE REQUIREMENT

Minimum reserve requirement

Existing Debt Service (Average Annual Revenue Bond Debt Service)	\$ 3,321,309	\$ 2,067,740	\$ 2,067,740	\$ 2,067,740
90 Days of Operating Expenditure by Policy	\$ 4,294,947	\$ 4,497,470	\$ 4,320,983	\$ 4,554,717
Total Reserve Required	\$ 7,616,256	\$ 6,565,210	\$ 6,388,723	\$ 6,622,457

UTILITY FUND



**FY 2016-2017 PROPOSED BUDGET
UTILITY FUND
EXPENDITURE SUMMARY**

DIRECTORATE	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Water	5,182,064	6,144,306	5,727,614	6,192,783
Wastewater	4,099,603	3,949,747	3,806,163	4,094,849
Line Repair	2,539,213	3,116,615	2,947,433	3,108,646
Subtotal PW Directorate	11,820,880	13,210,668	12,481,210	13,396,278
Utility Billing	1,284,313	1,375,554	1,350,118	1,383,446
Subtotal Finance Directorate	1,284,313	1,375,554	1,350,118	1,383,446
Non-Departmental	4,313,202	3,653,517	3,692,659	3,692,184
Debt Service from Utility Revenue	12,274,771	12,866,274	12,475,324	13,302,508
Transfer to CIP	925,000	2,000,000	2,000,000	3,000,000
UTILITY FUND TOTAL	\$ 30,618,166	\$ 33,106,013	\$ 31,999,311	\$ 34,774,416

CATEGORY	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 5,480,074	\$ 5,662,787	\$ 5,499,353	\$ 5,653,956
Supplies	646,326	880,240	797,690	925,608
Repairs & Maintenance	1,293,558	1,506,800	1,559,220	1,577,015
Services & Charges	6,055,264	6,833,912	6,285,197	6,947,993
Special Programs	506,053	8,000	40,027	-
Capital Outlay	114,120	36,000	30,500	55,336
Transfers	4,248,000	5,312,000	5,312,000	6,312,000
Debt Service	12,274,771	12,866,274	12,475,324	13,302,508
UTILITY FUND TOTAL	\$ 30,618,166	\$ 33,106,013	\$ 31,999,311	\$ 34,774,416

PUBLIC WORKS DIRECTORATE WATER

MISSION STATEMENT

To ensure public health by providing the highest quality of drinking water through the purchase, treatment and delivery of potable water to the citizens of League City.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Completed in-house painting of 1,000 fire hydrants
- Continued Water Conservation programs including public outreach events in schools, daycares and public venues. We had 10 public outreach events
- Continue water conservation rebate/incentive program that provide rebates to customers who purchased and installed water conservation rain barrels
- Contracted fire flow testing company to improve efficiency of flow testing of 1,500 fire hydrants
- Maintained Texas Commission on Environmental Quality (TCEQ) Superior Water Rating- Painting buildings, pipes, pumps, motors and sustained water quality and regulatory compliance
- Continued cross-training efforts with Wastewater to increase the number of dual-certified operators
- Integrated the following CIP projects at three water plants and Water Line Improvements in Old Town north area to improve water operations, service delivery and fire protection
- Integrated an additional twenty regulatory sampling stations into the distribution system for improved sampling collection procedures
- Completed Uni-directional flushing in six subdivisions to ensure and maintain water quality in these areas
- Implemented the e-delivery for TCEQ yearly Water Quality/Consumer Confidence Report
- Completed the Revised Total Coliform Rule sample siting plan and distribution map for TCEQ
- Implemented TCEQ Nitrification Action Plan (NAP) to ensure the proper chloramine disinfection

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Integrate completed CIP's at 2 water plants to improve water operations and service delivery
- Maintain TCEQ Quality Superior Water Rating
- Continue Water Conservation program on six public outreach events
- Continue Uni-directional flushing in six new subdivisions to maintain water quality
- Continue fire flow testing procedures to maintain a 3 year city wide hydrant cycle
- Continue the NAP to ensure the proper chloramine disinfection
- Obtain two Class D Wastewater license operators with completion of cross training and TCEQ requirements

**FY 2016-2017 PROPOSED BUDGET
WATER**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 1,351,583	\$ 1,334,432	\$ 1,341,907	\$ 1,346,464
Supplies	106,980	126,201	109,587	118,936
Repairs & Maintenance	293,768	351,775	325,855	342,735
Services & Charges	3,429,733	4,295,898	3,919,765	4,384,648
Capital Outlay	-	36,000	30,500	-
TOTAL	\$ 5,182,064	\$ 6,144,306	\$ 5,727,614	\$ 6,192,783

BUDGET HIGHLIGHTS

Supplies – Decrease in Gas and Oil for FY 2017 (\$8,700)

Repairs & Maintenance – Building & Ground Maintenance decreased (\$3,500) due to annual contract for landscaping came in under budget for FY 2016; Vehicle Repair & Maintenance decreased (\$5,540)

Services & Charges – Professional Fees increased \$15,000 in FY 2017 due to consulting/Engineering fees associated with uni-directional program planning and mapping; Utility Costs-Electric increased \$20,000; Water Contract Purchases increased \$53,872 due to forecasted water usage and a fifteen percent increase in surface water rates

Capital Outlay – No Capital Outlay was requested for FY 2017

PERFORMANCE MEASURES

MEASURES	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 YEAR-END ESTIMATE	FY2017 PROPOSED
Water Pressure Calls	20	51	50	25
Water Quality Calls	64	99	155	65
Monthly Regulatory Samples (Annual Total)	1,173	1,177	1,200	1,200
Water Quality/New Line Samples	380	221	160	160
Quality Assurance/Quality Control Samples	319	200	420	450
Uni-directional Flushing Program-Subdivisions	10	4	6	6
Flow Test Hydrants	1,182	1,500	1,500	1,500
Water Conservation Events	N/A	5	10	6
Cross-Trained License Operators	N/A	1	2	2
Minimum Number of Gallons Pumped Per Day	6,754,000	5,049,000	6,646,000	6,000,000
Average Number of Gallons Pumped Per Day	10,620,000	9,200,000	10,500,000	10,040,000
Maximum Number of Gallons Pumped Per Day	18,025,000	19,499,000	18,000,000	18,250,000
Total Water Pumped (gallons)	3,877,466,000	3,335,889,000	3,900,000,000	4,200,000,000
Total Water Sold (gallons)	3,336,231,000	3,254,473,000	3,400,000,000	3,800,000,000
Total Water Accounted for but Not Sold	303,661,000	164,500,858	140,000,000	200,500,000
Total Water Unaccounted For	237,574,000	389,891,000	300,000,000	256,000,000
Unaccounted For Water as a Percentage of Total Water Pumped	6.1%	11.7%	7.7%	6.1%

**FY 2016-2017 PROPOSED BUDGET
WATER**

PERSONNEL				
POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Water Superintendent	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Water Production Supervisor	2.00	2.00	2.00	2.00
Water Quality Supervisor	1.00	1.00	1.00	1.00
Senior Water Production Operator	1.00	1.00	1.00	1.00
Senior Plant Operator	4.00	4.00	4.00	4.00
Water Quality Technician	1.00	1.00	1.00	1.00
Utility Operator Trainee	2.00	2.00	2.00	2.00
Utility Maintenance Technician Trainee	4.00	4.00	4.00	4.00
Administrative Assistant	1.00	1.00	1.00	1.00
Office Support Assistant	0.50	0.50	0.50	0.50
TOTAL	18.50	18.50	18.50	18.50

**FY 2016-2017 PROPOSED BUDGET
WATER**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 717,232	\$ 829,584	\$ 758,330	\$ 803,110
5004 Vacancy Savings	-	(38,510)	-	(39,980)
5006 Separation Pay	58,698	-	1,110	-
5009 Certification Pay	18,950	-	-	-
5014 Retirement	133,105	142,318	148,716	139,122
5015 Longevity	11,779	13,540	10,161	13,110
5016 FICA	72,087	71,143	72,639	69,080
5018 Employee Insurance	155,090	194,757	194,351	205,422
5020 Employee Allowance	5,930	6,600	6,600	6,600
5050 Overtime	178,712	115,000	150,000	150,000
Subtotal Personnel Services	\$ 1,351,583	\$ 1,334,432	\$ 1,341,907	\$ 1,346,464
Supplies				
5101 Office Supplies	2,107	2,100	2,100	2,100
5105 Janitorial Supplies	1,419	1,420	1,420	1,420
5116 Building Maintenance Supplies	1,314	950	950	950
5121 Training Supplies	1,119	1,400	1,400	1,400
5125 Small Tools and Operating Supplies	6,518	6,520	5,520	6,520
5135 Lumber and Building Materials	1,165	1,500	1,500	1,300
5145 Gas and Oil	37,035	52,950	40,337	44,250
5170 Water System Operating Supplies	7,839	9,000	9,000	9,000
5181 Uniforms	1,155	1,160	1,160	1,160
5183 Safety Supplies	11,655	2,500	2,500	9,636
5185 Chemicals, Drugs, and Labs	26,049	34,801	31,301	35,000
5191 Concrete, Aggregate, and Asphalt	540	1,200	1,200	1,200
5194 Computer Equipment and Software	2,462	3,000	4,999	-
5197 ENERNOC Program Supplies	6,603	7,700	6,200	5,000
Subtotal Supplies	\$ 106,980	\$ 126,201	\$ 109,587	\$ 118,936
Repairs & Maintenance				
5215 Building and Ground Maintenance	25,814	36,540	30,520	33,040
5230 Vehicle Repair and Maintenance	45,690	50,555	50,555	45,015
5240 Equipment Maintenance	36,698	49,900	40,000	49,900
5262 Utility System Repair and Maintenance	134,647	163,780	153,780	163,780
5273 Fire Hydrant Maintenance	50,919	51,000	51,000	51,000
Subtotal Repairs & Maintenance	\$ 293,768	\$ 351,775	\$ 325,855	\$ 342,735

**FY 2016-2017 PROPOSED BUDGET
WATER**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Services & Charges				
5305 Professional Fees	32,430	29,955	45,000	45,000
5310 Membership and Dues	1,830	2,246	2,246	2,396
5311 Postage, Express, and Freight	311	850	850	850
5313 Printing and Binding	2,220	2,275	2,275	1,925
5317 Equipment Rentals	1,572	2,150	2,150	2,150
5320 Janitorial Services	3,387	6,100	6,100	6,700
5321 Uniform Services	6,146	6,840	6,840	6,840
5327 Capital Replacement Fees	58,000	55,742	55,742	53,796
5329 Water Conservation Rebate	500	3,000	2,200	1,500
5344 Training and Travel	13,432	15,000	15,000	15,000
5350 Utility Costs - Electricity	448,661	480,000	430,000	500,000
5352 Utility Costs - Telephone	2,407	2,875	-	-
5353 Utility Costs - Water	1,454	1,500	1,880	1,500
5388 Inspection Fees	75,504	80,000	80,361	91,574
5389 Permit Fees	8,770	8,645	8,645	8,825
5391 Water Contract Purchases	2,734,221	3,551,400	3,219,156	3,605,272
5395 Water/Wastewater Analysis	38,888	47,320	41,320	41,320
Subtotal Services & Charges	\$ 3,429,733	\$ 4,295,898	\$ 3,919,765	\$ 4,384,648
Capital Outlay				
5573 Equipment	-	36,000	30,500	-
Subtotal Capital Outlay	\$ -	\$ 36,000	\$ 30,500	\$ -
Total Expenses	\$ 5,182,064	\$ 6,144,306	\$ 5,727,614	\$ 6,192,783



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PUBLIC WORKS DIRECTORATE WASTEWATER

MISSION STATEMENT

To protect human health and the local environment by operating and maintaining the City's collection and treatment facilities in compliance with applicable regulatory requirements, and to contribute to water conservation by promoting utilization of reclaimed wastewater effluent.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Increased Equipment, Maintenance and Operational Preventive Maintenance Program from 2,100 to 2,500
- Completed Oil and Grease Sampling of 100 businesses
- Continued Cross Training efforts with Water Production on Dual-Certifications by obtaining two Water Operations licenses issued by TCEQ
- Performed thirty-six instrument calibrations for Dallas Salmon Wastewater Treatment Plant (DSWWTP), Southwest Water Reclamation Facility (SWWRF) and other facilities
- Completed Process Equipment Maintenance/Improvements on UV at DSWWTP, Bar Screen Rehabilitation at SWWRF, Annual Inspection of Large Lift Pumps at DSWWTP, SWWRF and East Main Lift Station
- Completed Rehabs on Hydro Tank Control Panel and Lift Pump Disconnect, Grinder Assembly Change Out and Manufacturer's UV Evaluation and Update at DSWWTP, Discharge Piping Replacement at Harbor Park 2 Lift Station, and Valve and Pump Replacement at Countryside #1 Lift Station
- Completed Wastewater Capital Improvement Projects for Mud 6 Lift Station Rehab, Countryside Lift Station and Force Main, Countryside Wastewater Treatment Plant Demolition and Hobbs Rd Lift Station
- Started Sewer System Rehabilitations of large diameter gravity sewer mains; 24" on FM 2094 and 42" along Coryell

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Process Equipment Preventive Maintenance Program from 2,500 to 2,900
- Complete Oil and Grease Sampling of 70 businesses. This is a 30 percent reduction from FY16 due to the completion of a full monitoring cycle. Sampling will now be focused on areas of concern
- Continue Cross Training efforts with Water Production on Dual-Certifications by obtaining two additional Water Operations licenses issued by TCEQ
- Perform thirty-eight Instrument Calibrations for DSWWTP, SWWRF and other water/wastewater facilities
- Complete Annual Inspection of thirteen Large Capacity Lift Pumps and Grinder Assembly Change Out at DSWWTP
- Complete Piping and Electrical Control Upgrades at four Lift Stations
- Complete design: TCEQ mandated Effluent Discharge Relocation at DSWWTP
- Complete Rehab of Large Diameter Gravity Sewer Trunks

FY 2016-2017 PROPOSED BUDGET WASTEWATER

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 1,532,647	\$ 1,536,696	\$ 1,527,610	\$ 1,566,336
Supplies	134,932	219,406	179,636	234,436
Repairs & Maintenance	573,347	501,145	575,485	574,711
Services & Charges	1,744,557	1,692,500	1,523,432	1,719,366
Capital Outlay	114,120	-	-	-
TOTAL	\$ 4,099,603	\$ 3,949,747	\$ 3,806,163	\$ 4,094,849

BUDGET HIGHLIGHTS

Personnel Services – Overtime increased \$28,200 to meet the need of expanding workloads and historical expenditures

Supplies – Gas and Oil decreased (\$13,430) for FY2017; Sewer System Operating Supplies decreased (\$4,000) for one-time purchases in FY 2016; Safety Supplies increased \$15,300 for purchase of confined space entry equipment and decreased (\$5,500) for signage; Chemicals & Labs Supplies increased \$28,145 due to an anticipated increase in polymer usage and projected demand in FY 2017; Enernoc Program Supplies decreased (\$5,070)

Repairs & Maintenance – Equipment Repair & Maintenance increased \$39,086 for incidental contract services, maintenance and annual calibrations, additional pump repairs and evaluations in FY 2017; Utility System & Repairs increased \$32,000 due to the importance of FY 2017 requested projects

Services & Charges – Professional Fees increased \$25,000 in FY 2017 for one-time Electrical Grounding Study at DSWWTP; Utility Costs-Electric decreased (\$25,200); Utilities-Water decreased (\$9,540); Water/Wastewater Contract Purchases increased \$7,200 due to historical expenditures; Sludge Removal increased \$16,369 due to six percent increase in sludge transportation and disposal and a twenty percent increase in grit/screening haul and disposal; Water/Wastewater Analysis increased \$10,400 due to TCEQ required copper and Zinc sampling per new discharge permit

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 YEAR-END ESTIMATED	FY2017 PROPOSED BUDGET
Equipment and Operational PM's	3,000	2,725	2,500	2,900
General Operating Procedures	16	24	N/A	N/A
Sampling of Businesses	89	135	120	70
Class D Water Operator Licenses	4	1	2	2
Instrument Calibrations (DSWWTP & SWWRF)*	28	35	36	38
WWTP Process Equipment Maintenance/Improvements (Large Pump Evaluations) ***	N/A	N/A	6	13
Lift Station Mechanical/Electrical Improvements/Upgrades	7	4	6	4
Total Number of Gallons Treated	2,709,719,000	3,246,772,000	3,000,000,000	3,200,000,000
Minimum Number of Gallons Treated Per Day	5,221,200	5,973,600	4,800,000	5,200,000

**FY 2016-2017 PROPOSED BUDGET
WASTEWATER**

Average Number of Gallons Treated Per Day	7,425,000	8,000,000	8,000,000	8,100,000
Maximum Number of Gallons Treated Per Day	21,404,400	24,248,100	32,200,000	24,000,000
Total Number of Gallons Processed for Reuse	62,412,700	115,526,500	130,000,000	140,000,000
Average Number of Gallons Processed for Reuse Per Day	665,000	897,881	650,000	675,000
Maximum Number of Gallons Processed for Reuse Per Day	829,300	1,105,700	850,000	1,000,000

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Public Works Manager	1.00	1.00	1.00	1.00
Chief Plant Operator	2.00	2.00	2.00	2.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Lab Supv/Pre-treatment Coordinator	1.00	1.00	1.00	1.00
Pre-Treatment Technician	1.00	1.00	1.00	1.00
Instrumentation Specialist	1.00	1.00	1.00	1.00
Senior Plant Operator	5.00	5.00	5.00	5.00
Plant Operator	1.00	1.00	1.00	1.00
Utility Maintenance Technician	3.00	3.00	3.00	3.00
Utility Operator Trainee	5.00	5.00	5.00	5.00
Administrative Assistant	1.00	1.00	1.00	1.00
Office Support Assistant	0.50	0.50	0.50	0.50
TOTAL	22.50	22.50	22.50	22.50

**FY 2016-2017 PROPOSED BUDGET
WASTEWATER**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 926,848	\$ 1,006,191	\$ 942,283	\$ 1,018,640
5004 Vacancy Savings	-	(46,240)	-	(48,310)
5006 Separation Pay	14,088	-	4,914	-
5009 Certification Pay	26,050	-	-	-
5014 Retirement	146,369	168,615	164,900	168,632
5015 Longevity	16,872	18,610	15,840	19,120
5016 FICA	78,745	85,041	78,995	86,040
5018 Employee Insurance	189,595	209,279	213,478	205,014
5020 Employee Allowance	7,123	8,400	7,200	7,200
5050 Overtime	126,957	86,800	100,000	110,000
Subtotal Personnel Services	\$ 1,532,647	\$ 1,536,696	\$ 1,527,610	\$ 1,566,336
Supplies				
5101 Office Supplies	2,787	2,870	2,870	3,170
5105 Janitorial Supplies	1,742	1,830	1,830	1,707
5110 Books, Periodicals and Audio Visual	290	800	800	800
5116 Building Maintenance Supplies	1,100	1,225	1,225	1,225
5121 Training Supplies	700	1,900	1,900	1,900
5123 Small Tools and Minor Equipment	-	9,700	9,700	10,600
5125 Small Tools and Operating Supplies	5,946	7,173	7,173	4,424
5135 Lumber and Building Materials	-	2,000	1,800	2,000
5145 Gas and Oil	28,971	52,800	32,000	39,370
5153 Agricultural Supplies	315	700	700	700
5171 Sewer System Operating Supplies	4,705	9,143	9,143	6,860
5181 Uniforms	679	1,000	1,000	1,000
5183 Safety Supplies	1,807	8,925	8,925	18,265
5185 Chemicals, Drugs, and Labs	70,932	103,770	88,000	131,915
5191 Concrete, Aggregate, and Asphalt	5,079	5,500	5,500	5,500
5197 ENERNOC Program Supplies	9,879	10,070	7,070	5,000
Subtotal Supplies	\$ 134,932	\$ 219,406	\$ 179,636	\$ 234,436
Repairs & Maintenance				
5215 Building and Ground Maintenance	57,625	80,159	87,699	75,800
5230 Vehicle Repair and Maintenance	36,210	43,862	43,862	50,701
5240 Equipment Maintenance	392,817	276,624	343,424	315,710
5262 Utility System Repair and Maintenance	86,695	100,500	100,500	132,500
Subtotal Repairs & Maintenance	\$ 573,347	\$ 501,145	\$ 575,485	\$ 574,711

**FY 2016-2017 PROPOSED BUDGET
WASTEWATER**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Services & Charges				
5305 Professional Fees	46,542	22,868	22,868	49,170
5310 Membership and Dues	1,951	2,335	2,335	2,594
5311 Postage, Express, and Freight	1,051	1,250	1,650	1,850
5313 Printing and Binding	889	1,250	1,250	1,100
5317 Equipment Rentals	66,275	4,340	4,000	4,990
5320 Janitorial Services	5,250	6,750	7,836	9,336
5321 Uniform Services	7,359	7,140	7,140	7,140
5327 Capital Replacement Fees	56,800	76,929	76,929	76,931
5329 Technology and Software Maintenance	2,196	4,355	4,100	4,425
5344 Training and Travel	12,035	15,100	12,100	15,100
5349 Contractual Services	43	6,000	14,117	6,000
5350 Utility Costs - Electricity	982,353	1,045,800	904,264	1,020,600
5352 Utility Costs - Telephone	2,407	3,600	-	-
5353 Utilities - Water	92,140	19,540	9,600	10,000
5354 Utility Costs - Gas	178	200	200	200
5388 Inspection Fees	70,138	66,232	66,232	67,150
5391 Water/WW Contract Purchases	80,426	80,000	80,000	87,200
5393 Sludge Removal	262,683	274,811	254,811	291,180
5395 Water/Wastewater Analysis	53,841	54,000	54,000	64,400
Subtotal Services & Charges	\$ 1,744,557	\$ 1,692,500	\$ 1,523,432	\$ 1,719,366
5552 Autos and Trucks	11,759	-	-	-
5573 Equipment	102,361	-	-	-
Subtotal Capital Outlay	\$ 114,120	\$ -	\$ -	\$ -
Total Expenses	\$ 4,099,603	\$ 3,949,747	\$ 3,806,163	\$ 4,094,849



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PUBLIC WORKS DIRECTORATE LINE REPAIR

MISSION STATEMENT

To protect the public health by ensuring safe, efficient potable water distribution and reliable wastewater collection services.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Cleaned and televised 30,000 feet of storm and sanitary sewer lines
- Began construction of the second phase of water line upgrades in the historical district, north of FM 518, as part of the on-going Waterline Upgrade and Replacement CIP program
- Began rehabilitation of large diameter sanitary sewer trunk lines (24", 42" and 48") located on FM 2094, Coryell and Wisconsin Street
- Contracted the cleaning, televising and evaluation of additional large sanitary sewer trunk lines including the 24" Newport line
- Performed 15 lift station clean outs
- Identified and implemented the addition of a segment of 8 inch waterline along Columbia Memorial Parkway that provides a vital interconnection of two distribution areas for improved system performance and back feed capabilities

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Clean and televise 35,000 linear feet of storm and sanitary sewer lines
- Upgrade in-pipe TV inspection crawler/ camera to improve overall efficiencies in Inflow/Infiltration evaluation, line blockages, lift station clean-out and emergency repairs
- Begin a Sewer System Evaluation Survey (SSES), utilizing city-wide flow monitoring to identify and pin-point sources of inflow and infiltration. This activity further ensures cost effective utilization of funding resources
- Begin water line upgrades and replacement in Clear Creek Village Subdivision to improve service and fire protection
- Continue rehabilitation of sanitary sewer lines to reduce inflow and infiltration
- Increase lift station clean outs from 15 to 20 per year



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**FY 2016-2017 PROPOSED BUDGET
LINE REPAIR**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 1,803,416	\$ 2,035,845	\$ 1,884,663	\$ 1,990,237
Supplies	121,476	168,200	145,700	185,850
Repairs & Maintenance	393,427	618,346	622,346	583,829
Services & Charges	220,894	294,224	294,724	293,394
Capital Outlay	-	-	-	55,336
TOTAL	\$ 2,539,213	\$ 3,116,615	\$ 2,947,433	\$ 3,108,646

BUDGET HIGHLIGHTS

Personnel Services – Reduction in FY 2017 reflects current staffing costs

Supplies - Small Tools & Operating Supplies increased \$23,000 for the one-time purchase in FY 2017 of a portable hydraulic pump and attachments to aid in the repair of fire hydrants; Decrease in Gas and Oil of (\$12,000); increase in Agricultural Supplies \$4,000 for the proposed increase in the amount of sod needed for excavated areas after repair water and sewer lines

Repairs & Maintenance – Decrease in Building & Ground Maintenance for FY 2017 of (\$11,000) due to no major repair or maintenance anticipated to the Line Repair facility; Vehicle Repair & Maintenance fees decreased (\$27,517); Equipment Repair & Maintenance increased \$4,000 for repairs to vac-rodger and TV equipment

Capital Outlay – Purchase of equipment used for televised inspection of sanitary and storm lines is anticipated in FY 2017 \$55,336

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Number of backed up sewer calls	273	260	250	200
Number of water leak calls	866	1,060	900	1,000
Water tap inspections	1,013	1,152	1,000	1,000
Sewer tap inspections	29	30	25	25
Final utility inspections	1,079	1,015	1,500	1,200
Clean and televise sanitary sewers (feet)	N/A	10,000	30,000	35,000
Clean lift stations	N/A	N/A	15	15
Total number of work orders performed	4,261	3,906	4,500	4,500

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Utility Maintenance Superintendent	1.00	1.00	1.00	1.00
Public Works Inspector	1.00	1.00	1.00	1.00
Utility Maintenance Supervisor	4.00	4.00	4.00	4.00
Inflow & Infiltration Technician	1.00	1.00	1.00	1.00
Senior Utility Maintenance Worker	5.00	5.00	5.00	5.00
Utility Maintenance Worker II	5.00	2.00	2.00	2.00
Utility Maintenance Worker I	5.00	5.00	5.00	5.00
Utility Maintenance Worker	0.00	14.00	12.00	12.00
Utility Maintenance Trainee	11.00	0.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	34.00	34.00	34.00	34.00

**FY 2016-2017 PROPOSED BUDGET
LINE REPAIR**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 1,115,022	\$ 1,305,166	\$ 1,117,891	\$ 1,251,440
5004 Vacancy Savings	-	(61,890)	-	(72,730)
5006 Separation Pay	6,596	-	32,658	-
5009 Certification Pay	22,000	-	-	-
5014 Retirement	160,722	222,934	194,667	216,015
5015 Longevity	24,558	26,460	20,046	24,860
5016 FICA	90,232	111,815	95,081	107,580
5018 Employee Insurance	258,325	295,960	289,470	327,072
5020 Employee Allowance	5,400	5,400	4,850	6,000
5050 Overtime	120,561	130,000	130,000	130,000
Subtotal Personnel Services	\$ 1,803,416	\$ 2,035,845	\$ 1,884,663	\$ 1,990,237
Supplies				
5101 Office Supplies	1,380	1,500	1,500	2,700
5105 Janitorial Supplies	230	500	500	250
5125 Small Tools and Operating Supplies	17,123	11,000	11,000	34,000
5135 Lumber and Building Materials	440	800	1,500	1,500
5145 Gas and Oil	46,727	67,000	55,000	55,000
5153 Agricultural Supplies	7,000	6,000	10,000	10,000
5173 Line Repair Operating Supplies	2,817	5,000	5,000	6,000
5181 Uniforms	280	600	600	600
5185 Chemicals, Drugs, and Labs	540	800	600	800
5191 Concrete, Aggregate, and Asphalt	44,939	75,000	60,000	75,000
Subtotal Supplies	\$ 121,476	\$ 168,200	\$ 145,700	\$ 185,850
Repairs & Maintenance				
5215 Building and Ground Maintenance	3,343	11,500	11,500	500
5230 Vehicle Repair and Maintenance	187,850	184,846	184,846	157,329
5240 Equipment Maintenance	25,596	12,000	16,000	16,000
5250 Street and Drainage Maintenance	2,419	10,000	10,000	10,000
5262 Utility System Repair and Maintenance	174,219	400,000	400,000	400,000
Subtotal Repairs & Maintenance	\$ 393,427	\$ 618,346	\$ 622,346	\$ 583,829

**FY 2016-2017 PROPOSED BUDGET
LINE REPAIR**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Services & Charges				
5305 Professional Fees	15,997	-	-	-
5310 Membership and Dues	1,425	2,550	2,550	2,550
5311 Postage, Express, and Freight	605	800	400	800
5313 Printing and Binding	186	500	500	500
5317 Equipment Rentals	1,176	3,500	3,500	3,500
5320 Janitorial Services	5,320	13,000	9,500	9,500
5321 Uniform Services	8,730	16,500	12,000	10,000
5327 Capital Replacement Fees	163,360	181,339	181,339	181,609
5344 Training and Travel	8,997	9,935	9,935	9,935
5349 Contractual Services	-	50,000	50,000	50,000
5350 Utility Costs - Electricity	9,226	10,500	10,500	10,500
5352 Utility Costs - Telephone	4,123	3,600	12,500	12,500
5353 Utilities - Water	1,749	2,000	2,000	2,000
Subtotal Services & Charges	\$ 220,894	\$ 294,224	\$ 294,724	\$ 293,394
5573 Equipment	-	-	-	55,336
Subtotal Capital Outlay	\$ -	\$ -	\$ -	\$ 55,336
Total Expenses	\$ 2,539,213	\$ 3,116,615	\$ 2,947,433	\$ 3,108,646



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FINANCE DIRECTORATE UTILITY BILLING

MISSION STATEMENT

To provide accurate billing for water, sewer and refuse in an efficient manner and to provide the citizens of League City with world class customer service by maintaining a professional, knowledgeable and courteous staff.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Promote paperless billing in order to reduce postage costs and improve customer service
- Successfully implemented the backflow prevention program and established online data entry and a comprehensive website for customers' convenience
- Implemented rate adjustments as adopted by City Council and effective November 1, 2015
- Facilitated the upgrade of approximately 28,000 water meters
- Established an updated billing period from 28-32 days to 29-30 days for consistent monthly billing. Maintained delinquent accounts at less than 3%, and further safeguarded accounts receivable by identifying active high risk accounts and billing an additional deposit upon meeting established "at risk" criteria

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Maintain monthly cycle billing periods of 29–30 days
- Promote paperless billing and leak detection notification email services through an effective public communication campaign utilizing channel 16 videos, website, and bill messages to increase awareness of these programs
- Sustain the backflow prevention program through efficient enforcement and public awareness communication
- Work with Accounting and Financial Planning to monitor and evaluate the impact of the 2015 rate adjustments

**FY 2016-2017 PROPOSED BUDGET
UTILITY BILLING**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 671,327	\$ 682,243	\$ 680,237	\$ 640,711
Supplies	282,938	366,433	362,767	386,386
Repairs & Maintenance	33,016	35,534	35,534	75,740
Services & Charges	289,067	283,344	271,580	280,609
Special Programs & Events	7,965	8,000	-	-
TOTAL	\$ 1,284,313	\$ 1,375,554	\$ 1,350,118	\$ 1,383,446

BUDGET HIGHLIGHTS

Personnel Services - Reclassification of Revenue Supervisor to Accounts Receivable Supervisor; Accounts Receivable Clerk moved to Accounting during 2016 reorganization

Supplies - Increase in water meters purchases is anticipated in FY 2017

Repairs & Maintenance - In FY 2017, increase in expenditures is due to the Sensus Analytics Software upgrades and enhancements project to be implemented

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total number of work orders performed by technicians (including monthly cutoffs)	9,330	15,157	20,000	10,000
Total number of manual meter reads (annual)	5,113	3,497	6,100	4,000
Total number of customers at FY end (water, sewer, and refuse)	30,327	31,428	32,500	33,600
Percentage of cycles (6 total cycles) read within 29-30 days.	100%	100%	100%	100%
Eco-billing customers at FY end	3,542	3,953	5,000	5,500

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Utility Billing Manager	1.00	1.00	1.00	1.00
Revenue Supervisor	0.50	0.00	0.00	0.00
Accounts Receivable Supervisor	0.00	0.50	0.50	0.50
Senior Utility Account Representative	0.00	0.00	1.00	1.00
Accounts Receivable Clerk	3.00	2.00	0.00	0.00
Accounts Receivable Specialist	0.00	0.00	2.00	2.00
Utility Billing Representative	5.00	5.00	4.00	4.00
Lead Customer Service Technician	1.00	1.00	1.00	1.00
Customer Service Technician	2.00	2.00	2.00	2.00
TOTAL	12.50	11.50	11.50	11.50

**FY 2016-2017 PROPOSED BUDGET
UTILITY BILLING**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 451,897	\$ 480,248	\$ 455,802	\$ 451,420
5004 Vacancy Savings	-	(20,652)	-	(19,900)
5006 Separation Pay	-	-	5,165	-
5009 Certification Pay	7,800	-	-	-
5014 Retirement	63,898	75,670	73,178	71,584
5015 Longevity	11,033	12,624	10,038	11,510
5016 FICA	34,310	37,934	36,174	35,640
5018 Employee Insurance	97,318	90,319	87,780	84,357
5020 Employee Allowance	2,100	2,100	2,100	2,100
5050 Overtime	2,971	4,000	10,000	4,000
Subtotal Personnel Services	\$ 671,327	\$ 682,243	\$ 680,237	\$ 640,711
Supplies				
5101 Office Supplies	2,648	5,957	5,500	5,000
5125 Small Tools and Operating Supplies	261	1,000	533	500
5145 Gas and Oil	8,624	16,660	13,640	14,770
5168 Water Meters	263,381	323,150	324,152	346,985
5169 Water Meter Parts and Supplies	7,263	18,123	16,500	17,931
5181 Uniforms	426	500	600	200
5194 Computer Equipment and Software	335	1,043	1,842	1,000
Subtotal Supplies	\$ 282,938	\$ 366,433	\$ 362,767	\$ 386,386
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	14,080	13,814	13,814	15,299
5240 Equipment Maintenance	18,936	21,720	21,720	60,441
Subtotal Repairs & Maintenance	\$ 33,016	\$ 35,534	\$ 35,534	\$ 75,740
Services & Charges				
5305 Professional Fees	5,848	4,495	4,495	8,495
5310 Membership and Dues	336	447	225	225
5311 Postage, Express, and Freight	100,721	118,902	105,550	112,300
5312 Banking Fees	142,570	125,000	130,000	125,000
5313 Printing and Binding	24,502	30,240	27,100	27,260
5321 Uniform Services	886	715	715	715
5327 Capital Replacement Fees	14,060	2,995	2,995	6,414
5344 Training and Travel	144	550	500	200
Subtotal Services & Charges	\$ 289,067	\$ 283,344	\$ 271,580	\$ 280,609
5418 Public Awareness Programs	7,965	8,000	-	-
Subtotal Special Programs	\$ 7,965	\$ 8,000	\$ -	\$ -
Total Expenses	\$ 1,284,313	\$ 1,375,554	\$ 1,350,118	\$ 1,383,446



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**FY 2016-2017 ADOPTED BUDGET
NON-DEPARTMENTAL**
EXPENDITURE SUMMARY

	FY2015 ACTUAL	FY2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 121,101	\$ 73,571	\$ 64,936	\$ 110,208
Services & Charges	371,013	267,946	275,696	269,976
Special Programs & Events	498,088	-	40,027	-
Transfers To General Fund	3,323,000	3,312,000	3,312,000	3,312,000
TOTAL	\$ 4,313,202	\$ 3,653,517	\$ 3,692,659	\$ 3,692,184

LINE ITEM DETAIL

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ -	\$ 1	\$ 1	\$ 52,869
5012 Worker's Compensation	45,272	51,570	42,935	44,100
5014 Retirement	-	1,704	1,704	8,764
5016 FICA	-	241	241	4,475
5018 Employee Insurance	-	20,055	20,055	-
5028 OPEB Healthcare Expense	75,829	-	-	-
Subtotal Personnel Services	\$ 121,101	\$ 73,571	\$ 64,936	\$ 110,208
Services & Charges				
5305 Professional Fees	35,169	-	7,750	7,925
5333 Insurance - All Coverages	196,789	267,946	267,946	262,051
5398 Interest Expense	139,055	-	-	-
Subtotal Services & Charges	\$ 371,013	\$ 267,946	\$ 275,696	\$ 269,976
Special Programs				
5493 Bad Debt Expense	256,673	-	43,321	-
5494 Bond Issuance Costs	241,415	-	(3,294)	-
Subtotal Special Programs	\$ 498,088	\$ -	\$ 40,027	\$ -
Transfers				
5602 Transfer to General Fund	3,323,000	3,312,000	3,312,000	3,312,000
Subtotal Transfers	\$ 3,323,000	\$ 3,312,000	\$ 3,312,000	\$ 3,312,000
Total Expenses	\$ 4,313,202	\$ 3,653,517	\$ 3,692,659	\$ 3,692,184

FY 2017 PROPOSED EXPENDITURE DETAIL

Personnel Services	
2% Merit beginning January 1, 2016	\$ 66,108
Worker's Compensation	44,100
Subtotal Personnel Services	\$ 110,208
Services & Charges	
Arbitrage Fees	4,425
Financial Advisor Continuing Disclosure	3,500
TML property insurance	106,773
Windstorm insurance	155,278
Subtotal Services & Charges	\$ 269,976
Transfers	
Transfer to General Fund	3,312,000
Subtotal Transfers	\$ 3,312,000
TOTAL EXPENDITURES	\$ 3,692,184



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**FY 2016-2017 PROPOSED BUDGET
TRANSFERS**

LINE ITEM DETAIL				
	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Transfers				
5636 Transfer to the Capital Projects Fund	925,000	2,000,000	2,000,000	3,000,000
5644 Transfer to W/WW Debt Fund	12,274,771	12,866,274	12,475,324	13,302,508
Total Transfers	\$ 13,199,771	\$ 14,866,274	\$ 14,475,324	\$ 16,302,508



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**FY 2016-2017 PROPOSED BUDGET
UTILITY DEBT SERVICE FUND**

OVERVIEW

The Utility Debt Service Fund is a subsidiary fund that receives funding from the operating fund sufficient to meet the current year debt service requirements and to maintain both the reserve mandated by the revenue bond covenants and reserves for the other outstanding debt related to the utility system.

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues:				
Annual debt service requirement				
Transfer from Water/Wastewater Fund	\$ 12,274,771	\$ 12,866,274	\$ 12,475,324	\$ 13,302,508
Transfer from Wastewater CRF Fund	-	-	390,950	390,950
Investment Earnings	25,247	-	30,000	30,000
Total Revenues	\$ 12,300,018	\$ 12,866,274	\$ 12,896,274	\$ 13,723,458
Expenditures:				
Fees	1,790	-	4,500	5,000
Refunding Cash Contribution	1,994,843	-	1,253,492	-
Principal	22,962	6,764,836	6,764,836	7,317,754
Interest	5,566,490	6,101,438	6,101,438	5,801,256
Total Expenditures	\$ 7,586,085	\$ 12,866,274	\$ 14,124,266	\$ 13,124,010
Revenues Over/(Under) Expenditures	\$ 4,713,933	\$ -	\$ (1,227,992)	\$ 599,448
Beginning Fund Balance	\$ 3,269,651	\$ 7,983,584	\$ 7,983,584	\$ 6,755,592
Ending Fund Balance	\$ 7,983,584	\$ 7,983,584	\$ 6,755,592	\$ 7,355,040
Revenue Bond Reserve Requirement	\$ 3,321,309	\$ 2,067,740	\$ 2,067,740	\$ 2,067,740
Additional Debt Service Reserve	\$ 4,662,275	\$ 5,915,844	\$ 4,687,852	\$ 5,287,300

UTILITY DEBT SERVICE FUND BUDGET HIGHLIGHTS

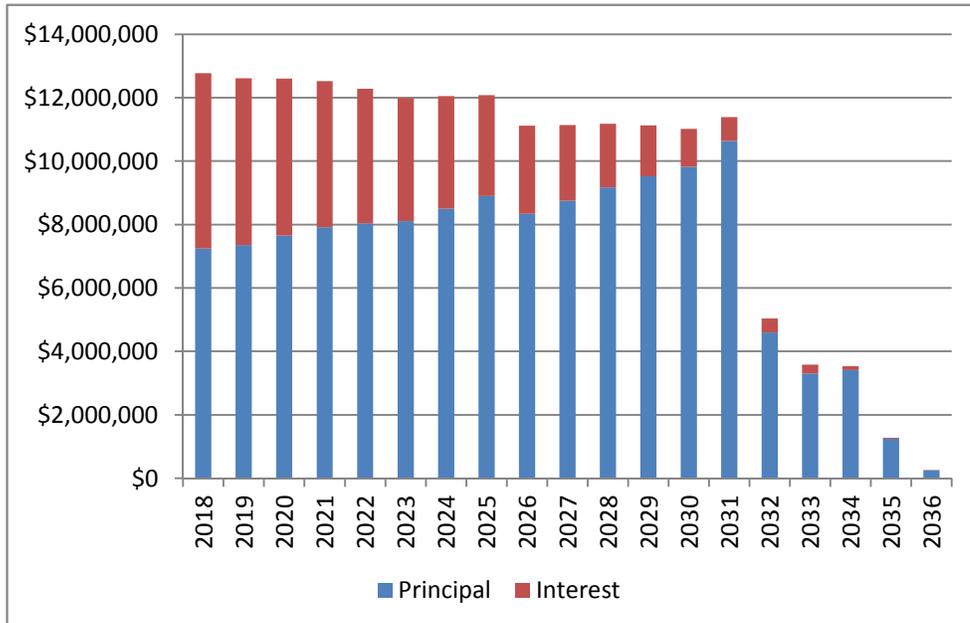
- In FY 2017, funding from the wastewater CRF fund in the amount of \$390,950 will be utilized towards debt service. These funds are available and qualify for a portion of the repayment of the 2009 Water and Sewer Revenue Bond that funded the Southwest Water Reclamation Facility.
- In FY 2016, \$1.25 million of Revenue Bond Reserve funds were contributed to the 2016 General Obligation Refunding bond that refunded a portion of the 2009 Waterworks and Sewer System Revenue Bond.

**CITY OF LEAGUE CITY
UTILITY FUND DEBT SERVICE REQUIREMENTS
FISCAL YEAR 2016-2017**

Bond Series	Amount Issued	Interest Rate	Maturity	Balance at 10/01/16	Principal	Interest	Total Debt Service	Balance at 9/30/17
<i>Revenue Bonds</i>								
2008	\$ 26,775,000	4% to 5%	2018	\$ 3,055,000	\$ 1,625,000	\$ 89,700	\$ 1,714,700	\$ 1,430,000
2009	37,200,000	3% to 5%	2034	14,600,000	1,500,000	630,888	2,130,888	13,100,000
2011	13,040,000	3% to 4.5%	2031	10,170,000	590,000	420,475	1,010,475	9,580,000
<i>Certificates of Obligation</i>								
2011A	32,290,000	3% to 5%	2031	32,290,000	-	1,428,525	1,428,525	32,290,000
2012B	19,635,000	2% to 5%	2032	16,690,000	785,000	627,550	1,412,550	15,905,000
2015	14,425,000	3% to 5%	2035	14,020,000	490,000	534,619	1,024,619	13,530,000
2016	3,650,000	2% to 4%	2036	3,650,000	130,000	127,607	257,607	3,520,000
<i>General Obligation - Refunding</i>								
2011A	4,670,000	2% to 5%	2028	3,720,000	380,000	146,206	526,206	3,340,000
2012	6,510,000	2% to 5%	2025	6,510,000	595,000	291,975	886,975	5,915,000
2013	1,075,013	2% to 4%	2020	431,969	109,956	11,280	121,236	322,013
2015	17,605,000	2% to 5%	2028	17,080,000	845,000	753,325	1,598,325	16,235,000
2016	16,355,000	3% to 5%	2030	16,355,000	-	683,850	683,850	16,355,000
<i>Gulf Coast Water Authority</i>								
2011A	382,182		2022	237,205	36,650	10,440	47,090	200,555
2011B	71,927		2022	40,677	6,148	1,628	7,776	34,529
2011F	2,250,000		2021	1,210,000	225,000	43,188	268,188	985,000
Debt payable from utility revenue				\$ 140,059,851	\$ 7,317,754	\$ 5,801,256	\$ 13,119,010	\$ 132,742,097

AGGREGATE FUTURE UTILITY DEBT REQUIREMENTS

FY	Principal	Interest	Total
2017	\$ 7,317,753	\$ 5,801,253	\$ 13,119,006
2018	7,242,069	5,532,931	12,775,000
2019	7,351,801	5,254,112	12,605,913
2020	7,652,968	4,948,970	12,601,938
2021	7,913,912	4,610,830	12,524,742
2022	8,041,348	4,240,243	12,281,591
2023	8,110,000	3,881,388	11,991,388
2024	8,500,000	3,550,353	12,050,353
2025	8,900,000	3,181,515	12,081,515
2026	8,335,000	2,778,960	11,113,960
2027	8,745,000	2,392,363	11,137,363
2028	9,175,000	2,000,891	11,175,891
2029	9,520,000	1,608,369	11,128,369
2030	9,820,000	1,195,903	11,015,903
2031	10,630,000	755,797	11,385,797
2032	4,595,000	442,075	5,037,075
2033	3,305,000	274,369	3,579,369
2034	3,410,000	125,697	3,535,697
2035	1,245,000	28,391	1,273,391
2036	250,000	3,438	253,438
	<u>\$140,059,851</u>	<u>\$ 52,607,848</u>	<u>\$ 192,667,699</u>





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**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUNDS OVERVIEW**

OVERVIEW

Special revenue funds provide the means to document and demonstrate that legally dedicated revenue is being used for its required statutory purpose. These funds are not considered as normal operating funds of the city and as such are not intended to carry large ending fund balances. The ending fund balances, as shown, are legally restricted and cannot be used for other purposes. See each fund's highlights for detailed information of expenditures for that particular fund.

**FY 2016-2017 PROPOSED BUDGET
SPECIAL FUNDS SUMMARY**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
BEGINNING FUND BALANCES	\$ 4,349,477	\$ 4,356,321	\$ 4,356,321	\$ 3,732,949
REVENUES	2,573,591	2,805,353	2,994,612	3,341,311
EXPENDITURES	2,566,748	3,863,180	3,617,984	3,439,378
REVENUES OVER/(UNDER) EXPENDITURES	6,843	(1,057,827)	(623,372)	(98,067)
ENDING FUND BALANCES	\$ 4,356,320	\$ 3,298,494	\$ 3,732,949	\$ 3,634,882

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**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUNDS
BALANCES, REVENUES AND EXPENDITURES BY FISCAL YEAR**

	FY2015 ACTUAL	FY2016 BUDGET	FY2016 YEAR-END ESTIMATED	FY2017 PROPOSED
BEGINNING BALANCES				
Police Activity Fund	\$ 210,020	\$ 208,805	\$ 208,805	\$ 69,551
Animal Control Donation Fund	40,620	53,918	53,918	25,268
Fire/EMS Donation Fund	109,056	109,386	109,386	129,511
Emergency Mgmt Response Fund	180,350	180,401	180,401	-
Library Gift Fund	12,620	13,176	13,176	7,136
4B Maint. & Operations/Debt Fund	1,051,511	1,159,390	1,159,390	1,193,439
Municipal Court Bldg Security Fund	27,114	44,688	44,688	69,433
Municipal Court Technology Fund	22,416	21,437	21,437	15,187
Technology Fund	1,141,912	645,422	645,422	-
Public Safety Technology Fund	24,420	45,982	45,982	10,297
Hotel/Motel Tax Fund	685,117	857,631	857,631	967,345
Public Access Channel Fund	813,488	985,249	985,249	1,202,194
Tree Preservation Fund	30,833	30,836	30,836	43,588
TOTAL	\$ 4,349,477	\$ 4,356,321	\$ 4,356,321	\$ 3,732,949
REVENUES				
Police Activity Fund	\$ 37,238	\$ 60,000	\$ 90,604	\$ 345,450
Animal Control Donation Fund	14,757	10,000	10,050	10,050
Fire/EMS Donation Fund	19,256	17,100	20,125	17,100
Emergency Mgmt Response Fund	51	-	-	-
Library Gift Fund	1,544	1,500	1,010	1,510
4B Maint. & Operations/Debt Fund	1,663,340	1,895,223	2,014,523	1,942,654
Municipal Court Bldg Security Fund	36,354	35,030	35,008	35,030
Municipal Court Technology Fund	48,470	46,000	46,000	46,000
Technology Fund	588	-	1,025	-
Public Safety Technology Fund	109,512	110,000	110,015	195,015
Hotel/Motel Tax Fund	398,356	420,300	401,500	491,500
Public Access Channel Fund	244,122	210,200	252,000	252,000
Tree Preservation Fund	3	-	12,752	5,002
TOTAL	\$ 2,573,591	\$ 2,805,353	\$ 2,994,612	\$ 3,341,311

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUNDS
BALANCES, REVENUES AND EXPENDITURES BY FISCAL YEAR**

	FY2015 ACTUAL	FY2016 BUDGET	FY2016 YEAR-END ESTIMATED	FY2017 PROPOSED
EXPENDITURES				
Police Activity Fund	\$ 38,453	\$ 235,754	\$ 229,858	\$ 415,000
Animal Control Donation Fund	1,459	38,700	38,700	30,000
Fire/EMS Donation Fund	18,926	40,000	-	70,614
Emergency Mgmt Response Fund	-	180,368	180,401	-
Library Gift Fund	988	9,000	7,050	8,500
4B Maint. & Operations/Debt Fund	1,555,462	1,995,161	1,980,474	1,973,830
Municipal Court Bldg Security Fund	18,780	11,763	10,263	48,401
Municipal Court Technology Fund	49,449	53,120	52,250	56,270
Technology Fund	497,078	643,314	646,447	-
Public Safety Technology Fund	87,950	110,000	145,700	195,000
Hotel/Motel Tax Fund	225,842	516,000	291,786	420,404
Public Access Channel Fund	72,361	30,000	35,055	196,359
Tree Preservation Fund	-	-	-	25,000
TOTAL	\$ 2,566,748	\$ 3,863,180	\$ 3,617,984	\$ 3,439,378
ENDING BALANCES				
Police Activity Fund	\$ 208,805	\$ 33,051	\$ 69,551	\$ 1
Animal Control Donation Fund	53,918	25,218	25,268	5,318
Fire/EMS Donation Fund	109,386	86,486	129,511	75,997
Emergency Mgmt Response Fund	180,401	33	-	-
Library Gift Fund	13,176	5,676	7,136	146
4B Maint. & Operations/Debt Fund	1,159,389	1,059,452	1,193,439	1,162,263
Municipal Court Bldg Security Fund	44,688	67,955	69,433	56,062
Municipal Court Technology Fund	21,437	14,317	15,187	4,917
Technology Fund	645,422	2,108	-	-
Public Safety Technology Fund	45,982	45,982	10,297	10,312
Hotel/Motel Tax Fund	857,631	761,931	967,345	1,038,441
Public Access Channel Fund	985,249	1,165,449	1,202,194	1,257,835
Tree Preservation Fund	30,836	30,836	43,588	23,590
TOTAL	\$ 4,356,320	\$ 3,298,494	\$ 3,732,949	\$ 3,634,882

FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - POLICE ACTIVITY FUNDS

FUND HIGHLIGHTS

The Police Activity Fund consists of three accounts: the Chapter 59 Asset Seizures, the Asset Forfeiture, and the Community Outreach account. The Chapter 59 Asset Seizure account is regulated by state law and is used for various purchases including supplies, equipment and other services related to investigation costs. The Asset Forfeiture Fund is used to account for funds awarded to the City from the federal government's asset seizures, and those funds are used for services related to investigative costs. The Community Outreach account is used for funds donated for the Community Outreach program. The League City Police Department administers the funds of these programs.

Police Investigation Cost - Increased budget \$183,142, primarily for the purchase of a rapid DNA machine \$150,000 and vehicle printers \$50,000.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Seized Funds Awarded	\$ 8,297	\$ 20,000	\$ 70,000	\$ 270,000
Justice Fund Awards	2,989	20,000	375	55,000
USAI Grant Proceeds	-	-	-	
Investment Earnings	63	-	229	450
Donations	25,889	20,000	20,000	20,000
Total Revenues	\$ 37,238	\$ 60,000	\$ 90,604	\$ 345,450
Expenditures				
Police Investigation Cost	26,827	147,754	141,858	325,000
Community Outreach	11,212	86,000	86,000	88,000
Victim's Services	414	2,000	2,000	2,000
Equipment	-	-	-	
Total Expenditures	\$ 38,453	\$ 235,754	\$ 229,858	\$ 415,000
Revenues Over/(Under) Expenditures	(1,215)	(175,754)	(139,254)	(69,550)
Beginning Fund Balance - Restricted	\$ 210,020	\$ 208,805	\$ 208,805	\$ 69,551
Ending Fund Balance - Restricted	\$ 208,805	\$ 33,051	\$ 69,551	\$ 1

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - ANIMAL CONTROL DONATION FUND**

FUND HIGHLIGHTS

The Animal Control Donation Fund is used to account for funds donated specifically for the support of the Animal Shelter. Donated funds would typically be used for veterinary services, food for animals, and educational materials.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Donations	\$ 14,737	\$ 10,000	\$ 10,000	\$ 10,000
Investment Earnings	20	-	50	50
Total Revenues	\$ 14,757	\$ 10,000	\$ 10,050	\$ 10,050
Expenditures				
Minor Equipment	-	38,700	38,700	30,000
Operating Supplies	1,459	-	-	-
Total Expenditures	\$ 1,459	\$ 38,700	\$ 38,700	\$ 30,000
Revenues Over/(Under) Expenditures	13,298	(28,700)	(28,650)	(19,950)
Beginning Fund Balance - Restricted	\$ 40,620	\$ 53,918	\$ 53,918	\$ 25,268
Ending Fund Balance - Restricted	\$ 53,918	\$ 25,218	\$ 25,268	\$ 5,318

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - FIRE/EMS DONATION FUND**

FUND HIGHLIGHTS

The Fire-EMS Donation Fund was established in FY 2014 to be used to account for the donations received through the water bills for the Fire Department and Emergency Medical Service as approved by Council. Included in the FY 2017 budget is a special purpose vehicle and other equipment for use by the Fire and EMS departments.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Donations	\$ 19,221	\$ 17,000	\$ 20,000	\$ 17,000
Investment Earnings	35	100	125	100
Transfer from General Fund	-	-	-	-
Total Revenues	\$ 19,256	\$ 17,100	\$ 20,125	\$ 17,100
Expenditures				
Minor Equipment	2,114	-	-	-
Office Furniture	16,812	-	-	3,500
Repairs and Maintenance	-	-	-	3,650
Special Projects	-	-	-	2,800
Equipment	-	40,000	-	60,664
Total Expenditures	\$ 18,926	\$ 40,000	\$ -	\$ 70,614
Revenues Over/(Under) Expenditures	330	(22,900)	20,125	(53,514)
Beginning Fund Balance - Restricted	\$ 109,056	\$ 109,386	\$ 109,386	\$ 129,511
Ending Fund Balance - Restricted	\$ 109,386	\$ 86,486	\$ 129,511	\$ 75,997

FY 2017 PROPOSED EXPENDITURE DETAIL

Office Furniture		
Station 1 Furniture/Equipment		\$ 3,500
	Subtotal Operating Supplies	\$ 3,500
Repairs and Maintenance		
Station 1 Camera Upgrades		\$ 1,650
Electric Upgrades/Drill Field		\$ 2,000
	Subtotal Repairs and Maintenance	\$ 3,650
Contractual Services		
Street Banner/Magnets		\$ 2,800
	Subtotal Special Projects	\$ 2,800
Equipment		
Fire/EMS specific vehicle for public events to respond and transport patients to ambulance		\$ 40,000
Replace Ambulance Computers with Twelve (12) Microsoft Surface Pros		\$ 20,664
	Subtotal Equipment	\$ 60,664
	Total Expenditures	\$ 70,614

FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - EMERGENCY MANAGEMENT RESPONSE FUND

FUND HIGHLIGHTS

The Emergency Management Response Fund is specifically used for the preparation for and the response to a major storm or catastrophic event and is under the direction of the City Manager. Fund closed in FY 2016, with residual balance transferred to General Fund.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Investment Earnings	\$ 51	\$ -	\$ -	\$ -
Total Revenues	\$ 51	\$ -	\$ -	\$ -
Transfers				
Transfer to General Fund	-	180,368	180,401	-
Subtotal Transfers	\$ -	\$ 180,368	\$ 180,401	\$ -
Total Expenditures	\$ -	\$ 180,368	\$ 180,401	\$ -
Revenues Over/(Under) Expenditures	51	(180,368)	(180,401)	-
Beginning Fund Balance - Restricted	\$ 180,350	\$ 180,401	\$ 180,401	\$ -
Ending Fund Balance - Restricted	\$ 180,401	\$ 33	\$ -	\$ -

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - LIBRARY GIFT FUND**

FUND HIGHLIGHTS

The Library Gift Fund is used to account for donated funds to be used specifically for the purchase of special items not covered by the Library's general operating budget.
The \$8,500 in FY 2017 will fund the expansion of the eBook library.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Investment Earnings	\$ 3	\$ -	\$ 10	\$ 10
Donations	1,541	1,500	1,000	1,500
Total Revenues	\$ 1,544	\$ 1,500	\$ 1,010	\$ 1,510
Expenditures				
Books & Periodicals	988	9,000	7,050	8,500
Total Expenditures	\$ 988	\$ 9,000	\$ 7,050	\$ 8,500
Revenues Over/(Under) Expenditures	556	(7,500)	(6,040)	(6,990)
Beginning Fund Balance - Restricted	\$ 12,620	\$ 13,176	\$ 13,176	\$ 7,136
Ending Fund Balance - Restricted	\$ 13,176	\$ 5,676	\$ 7,136	\$ 146

FY 2016-2017 PROPOSED BUDGET 4B PARK MAINTENANCE AND OPERATIONS FUND SUMMARY

FUND HIGHLIGHTS

Sales tax by contract from the 4B Corporation fund, the maintenance and operations of 4B funded facilities, and for the debt service on bonds issued to build amateur athletic facilities including Hometown Heroes Park. This funding supports the facilities including the maintenance and operations of the programs operated there. The revenues generated by these programs are also reflected here.

BUDGET HIGHLIGHTS

Revenue - Transfer from 4B Corporation fund budgeted at 25% of 4B sales tax revenue in FY2017

Personnel Services - Addition of Senior Parks Maintenance Worker (1) position located at Hometown Heroes Park previously charged to General Fund.

Capital Outlay - Pool blanket budgeted for purchase in FY 2017

Transfers - Administration fee to the City

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 372,451	\$ 494,595	\$ 478,560	\$ 591,117
Supplies	182,720	237,943	237,443	199,940
Repairs & Maintenance	45,534	126,935	126,935	92,366
Services & Charges	275,666	426,959	428,807	369,583
Capital Outlay	6,985	37,205	37,205	50,400
Debt Service	662,106	661,524	661,524	660,424
Transfers	10,000	10,000	10,000	10,000
TOTAL	\$ 1,555,462	\$ 1,995,161	\$ 1,980,474	\$ 1,973,830

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
PARK OPERATIONS				
Park Maintenance Worker	2.00	2.00	2.00	2.00
Park Operations Subtotal	2.00	2.00	2.00	3.00
PARK RECREATION				
Recreation Superintendent	0.00	1.00	0.00	0.00
Aquatics Supervisor	0.00	0.00	1.00	1.00
Recreation Specialist	1.00	1.00	1.00	1.00
Front Desk Attendant (P/T)	0.50	0.50	0.00	0.00
Recreation Aide (P/T)	0.50	0.50	1.00	1.00
Recreation Aide (Seasonal)	0.25	0.25	0.25	0.25
Pool Manager (Seasonal)	0.25	0.25	0.50	0.50
Lifeguards (Seasonal)	3.75	5.75	5.50	5.75
Assistant Camp Director (Seasonal)	0.00	0.00	0.25	0.25
Camp Counselor (Seasonal)	0.00	0.00	3.00	2.75
Custodian	2.00	2.00	2.00	2.00
Park Recreation Subtotal	9.25	12.25	15.50	15.50
FUND TOTAL	11.25	14.25	17.50	18.50

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - 4B PARK MAINTENANCE AND OPERATIONS**

4B FUND SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Facility Rental Fees	\$ 8,393	\$ 5,200	\$ 12,000	\$ 13,000
Field Rental Fees	42,034	35,000	51,000	52,500
Recreation Program Revenue	301,400	300,000	394,000	402,000
Pool Revenue	25,721	115,000	36,500	41,000
Investment Earnings	1,855	1,500	4,500	4,500
Transfer from 4B - Sales Tax for M&O	622,057	777,000	855,000	769,230
Transfer from 4B for Debt	661,880	661,523	661,523	660,424
Total Revenues	\$ 1,663,340	\$ 1,895,223	\$ 2,014,523	\$ 1,942,654
Expenditures				
Personnel				
Salaries	\$ 271,955	\$ 367,777	\$ 360,115	\$ 451,741
Vacancy	-	-	-	(14,440)
Separation Pay	1,567	-	-	-
Certification Pay	3,350	-	-	-
Retirement	26,994	37,224	31,330	43,573
Longevity	1,800	2,350	2,124	3,622
FICA Taxes	21,461	28,777	27,641	35,292
Employee Insurance	38,761	49,077	47,105	60,689
Employee Allowance	1,235	3,600	1,800	2,400
Overtime	5,327	5,790	8,445	8,240
Subtotal Personnel	\$372,451	\$494,595	\$478,560	\$591,117
Supplies				
Office Supplies	2,748	2,300	2,300	2,300
Janitorial	25,438	24,026	24,026	22,026
Building & Ground Maint.	2,813	6,000	6,000	6,000
Small Tools & Minor Equipment	2,066	3,000	3,000	3,000
Gas & Oil	1,353	2,000	1,500	2,000
Meeting Expense	947	1,000	1,000	1,000
Concession Supplies	983	5,000	5,000	5,000
Agricultural Supplies	13,090	40,000	40,000	20,000
Recreation Supplies	110,714	129,027	129,027	107,774
Uniforms	1,661	2,090	2,090	2,090
Chemicals, Drugs, & Lab Supply	20,907	23,500	23,500	28,750
Subtotal Supplies	\$ 182,720	\$ 237,943	\$ 237,443	\$ 199,940
Repairs & Maintenance				
Building & Ground Maintenance	39,670	118,800	118,800	83,800
Vehicle Maintenance	70	285	285	716
Equipment Repair & Maintenance	5,794	7,850	7,850	7,850
Subtotal Repairs & Maintenance	\$ 45,534	\$ 126,935	\$ 126,935	\$ 92,366

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - 4B PARK MAINTENANCE AND OPERATIONS**

4B FUND SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Services & Charges				
Professional Fees - Other	54,656	107,311	107,311	62,868
Memberships & Dues	-	-	400	-
Postage	-	1,000	1,000	1,000
Printing and Binding	1,654	3,635	3,635	3,635
Copier Rentals	4,800	3,800	3,800	3,800
Janitorial Services	49,566	52,073	42,015	39,900
Uniform Expense	1,252	2,000	2,000	2,000
Capital Replacement Fees	3,850	2,504	2,504	2,885
Insurance	34,574	69,146	69,146	67,477
Training and Travel	1,151	2,890	2,778	2,800
Utilities - Electricity	94,021	135,000	135,000	135,000
Utilities - Water	27,743	30,000	30,000	30,000
Utilities - Gas	2,400	14,000	14,000	3,000
Field Lease Fees	-	3,600	15,218	15,218
Subtotal Services & Charges	\$ 275,666	\$ 426,959	\$ 428,807	\$ 369,583
Capital Outlay				
Equipment	6,985	37,205	37,205	50,400
Subtotal Capital Outlay	\$ 6,985	\$ 37,205	\$ 37,205	\$ 50,400
Debt Service				
4B 2011 Certificate of Oblig.	662,106	661,524	661,524	660,424
Subtotal Debt Service	\$ 662,106	\$ 661,524	\$ 661,524	\$ 660,424
Transfers				
Transfer to General Fund for Admin. Fee	10,000	10,000	10,000	10,000
Subtotal Transfers	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Expenditures	\$ 1,555,462	\$ 1,995,161	\$ 1,980,474	\$ 1,973,830
Revenues Over/(Under) Expenditures	107,878	(99,938)	34,049	(31,176)
Beginning Fund Balance - Restricted	\$ 1,051,511	1,159,390	1,159,390	1,193,439
Ending Fund Balance - Restricted	\$ 1,159,390	\$ 1,059,452	\$ 1,193,439	\$ 1,162,263

FY 2016-2017 PROPOSED BUDGET

SPECIAL REVENUE FUND - MUNICIPAL COURT SECURITY FUND

FUND HIGHLIGHTS

The Municipal Court Building Security Fund is used to account for a fee of \$3 per misdemeanor conviction and is collected for future improvements to the security of the court facilities. In FY 2017, a portion of the warrant officer's salary and benefits will be funded from this revenue source.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Municipal Court Fines	\$ 36,351	\$ 35,000	\$ 35,000	\$ 35,000
Investment Earnings	3	30	8	30
Total Revenues	\$ 36,354	\$ 35,030	\$ 35,008	\$ 35,030
Expenditures				
Personnel				
Salaries	-	-	-	23,566
Certification Pay	-	-	-	1,400
Retirement	-	-	-	3,877
Longevity	-	-	-	467
FICA Taxes	-	-	-	1,946
Employee Insurance	-	-	-	3,659
Employee Allowance	-	-	-	400
Subtotal Personnel	-	-	-	35,315
Supplies				
Minor Equipment	9,680	-	-	-
Gasoline	1,944	3,000	1,500	3,000
Uniforms	76	150	150	200
Subtotal Supplies	11,700	3,150	1,650	3,200
Repairs & Maintenance				
Vehicle Repairs and Maintenance	890	1,566	1,566	2,755
Subtotal Repairs & Maintenance	890	1,566	1,566	2,755
Services & Charges				
Capital Replacement Fees	6,190	6,747	6,747	6,731
Training & Travel	-	300	300	400
Subtotal Services & Charges	6,190	7,047	7,047	7,131
Total Expenditures	\$ 18,780	\$ 11,763	\$ 10,263	\$ 48,401
Revenues Over/(Under) Expenditures	17,574	23,267	24,745	(13,371)
Beginning Fund Balance - Restricted	\$ 27,114	\$ 44,688	\$ 44,688	\$ 69,433
Ending Fund Balance - Restricted	\$ 44,688	\$ 67,955	\$ 69,433	\$ 56,062

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Warrant Officer	0.00	0.00	0.00	0.33
TOTAL	0.00	0.00	0.00	0.33

FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - MUNICIPAL COURT TECHNOLOGY FUND

FUND HIGHLIGHTS

The Municipal Court Technology Fund is used to account for a fee of \$4 per misdemeanor conviction and is collected for future improvements to the technology of the court facilities. The major expense of this fund is the Court software maintenance, currently \$ 42,000 annually.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Fines-Technology Fund	\$ 48,468	\$ 46,000	\$ 46,000	\$ 46,000
Investment Earnings	2	-	-	-
Total Revenues	\$ 48,470	\$ 46,000	\$ 46,000	\$ 46,000
Expenditures				
Supplies				
Small Tools & Minor Equipment	1,325	800	1,150	5,500
Computer Equipment & Software	39,492	42,000	42,000	42,000
Subtotal Supplies	40,817	42,800	43,150	47,500
Services & Charges				
Professional Fees	5,244	5,800	5,800	5,800
Equipment Rental	326	500	-	-
Training & Travel	3,062	4,020	3,300	2,970
Subtotal Services & Charges	8,632	10,320	9,100	8,770
Total Expenditures	\$ 49,449	\$ 53,120	\$ 52,250	\$ 56,270
Revenues Over/(Under) Expenditures	(979)	(7,120)	(6,250)	(10,270)
Beginning Fund Balance - Restricted	\$ 22,416	\$ 21,437	\$ 21,437	\$ 15,187
Ending Fund Balance - Restricted	\$ 21,437	\$ 14,317	\$ 15,187	\$ 4,917

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - TECHNOLOGY FUND**

FUND HIGHLIGHTS

The Technology Fund was established in FY 2012 with a transfer from the General and Utility funds at an 80/20 split; additional funds were added in FY 2014. This fund is used for the one time purchase of technology related to the Citywide Management Information System.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Investment Earnings	\$ 588	\$ -	\$ 1,025	\$ -
Total Revenues	\$ 588	\$ -	\$ 1,025	\$ -
Expenditures				
Contract Services	-	60,814	62,757	-
Software	480,333	582,500	583,690	-
Supplies	16,745	-	-	-
Total Expenditures	497,078	643,314	646,447	-
Revenues Over/(Under) Expenditures	(496,490)	(643,314)	(645,422)	-
Beginning Fund Balance - Restricted	\$ 1,141,912	\$ 645,422	\$ 645,422	\$ -
Ending Fund Balance - Restricted	\$ 645,422	\$ 2,108	\$ -	\$ -

FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - PUBLIC SAFETY TECHNOLOGY FUND

FUND HIGHLIGHTS

The Public Safety Technology Fund was established to account for payments and expenditures related to a shared Public Safety Information System. The member cities include: League City, Alvin, Deer Park, Friendswood, La Porte, Nassau Bay, Webster, Sugarland, Seabrook, Santa Fe, Kemah, Dickinson and Galveston. In FY 2017, \$ 85000 additional revenue will fund a portion of the new GRID Consortium Officer position and related costs.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
GRID System Fees	\$ 109,501	\$ 110,000	\$ 110,000	\$ 195,000
Investment Earnings	11	-	15	15
Total Revenue	\$ 109,512	\$ 110,000	\$ 110,015	\$ 195,015
Expenditures				
Personnel				
Salaries	-	-	-	47,489
Retirement	-	-	-	7,128
FICA Taxes	-	-	-	3,633
Employee Insurance	-	-	-	5,335
Employee Allowance	-	-	-	1,026
Subtotal Personnel	-	-	-	64,611
Supplies				
Training Supplies	-	-	-	257
Small Tools & Operating Supplies	-	-	-	3,219
Traffic Control Supplies	-	-	-	27
Uniforms & Clothing	-	-	-	1,553
Computer Equip. & Software	7,243	4,300	40,000	10,203
Subtotal Supplies	7,243	4,300	40,000	15,259
Services & Charges				
Training & Travel	-	-	-	5,130
Technology Maintenance	80,707	105,700	105,700	110,000
Subtotal Services & Charges	80,707	105,700	105,700	115,130
Total Expenditures	\$ 87,950	\$ 110,000	\$ 145,700	\$ 195,000
Revenues Over/(Under) Expenditures	21,562	-	(35,685)	15
Beginning Fund Balance - Restricted	\$ 24,420	\$ 45,982	\$ 45,982	\$ 10,297
Ending Fund Balance - Restricted	\$ 45,982	\$ 45,982	\$ 10,297	\$ 10,312

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
GRID Consortium Officer	0.00	0.00	0.00	0.85
TOTAL	0.00	0.00	0.00	0.85

FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - HOTEL/MOTEL OCCUPANCY TAX FUND

FUND HIGHLIGHTS

The Hotel/Motel Occupancy Tax Fund is used to account for the revenue received for hotel/motel occupancy tax and must be spent in accordance with state law.

Personnel & Benefits, Office Supplies & Equipment, Training & Travel - Increase due to two new positions, CVB Administrator (1) and Communications Specialist (.65)

Other line item changes are due to reorganization and restructuring of the HOT Fund operations in FY 2017.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Hotel & Motel Tax	\$ 397,953	\$ 420,000	\$ 400,000	\$ 490,000
Investment Earnings	403	300	1,500	1,500
Total Revenues	\$ 398,356	\$ 420,300	\$ 401,500	\$ 491,500
Expenditures				
Personnel & Benefits	-	-	-	109,904
Office Supplies & Equipment	-	-	-	1,000
Training & Travel	-	-	-	6,000
Professional Fees	1,174	11,500	11,500	15,000
Memberships and Dues	-	-	-	10,000
Visitors Center and Other Contracts	61,637	60,000	65,000	65,000
Advertising	93,052	60,000	60,000	83,500
Activities and Promotions	69,979	164,500	155,286	130,000
Capital Projects	-	220,000	-	-
Total Expenditures	225,842	516,000	291,786	420,404
Revenues Over/(Under) Expenditures	172,514	(95,700)	109,714	71,096
Beginning Fund Balance - Restricted	\$ 685,117	\$ 857,631	\$ 857,631	\$ 967,345
Ending Fund Balance	\$ 857,631	\$ 761,931	\$ 967,345	\$ 1,038,441

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
CVB Administrator	0.00	0.00	0.00	1.00
Communications Specialist	0.00	0.00	0.00	0.65
TOTAL	0.00	0.00	0.00	1.65

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - PUBLIC ACCESS CHANNEL**

FUND HIGHLIGHTS

The Public Access Channel Fund is used to account for the one percent of gross revenue received from cable television franchise fees. These funds are legally required to be used for improvements and equipment related to the city's public access channel.

In FY 2017, funds are set aside for software, audio and video equipment to update and enhance production capabilities for the public access channel.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Franchise Fees	\$ 243,664	\$ 210,000	\$ 250,000	\$ 250,000
Investment Earnings	458	200	2,000	2,000
Total Revenues	\$ 244,122	\$ 210,200	\$ 252,000	\$ 252,000
Expenditures				
Minor Equipment	25,478	11,500	23,032	15,000
Computer Equipment & Software	6,612	5,000	365	10,000
Capital Replacement Fees	3,500	3,500	3,500	4,701
Equipment	36,771	10,000	8,158	166,658
Total Expenditures	\$ 72,361	\$ 30,000	\$ 35,055	\$ 196,359
Revenues Over/(Under) Expenditures	171,761	180,200	216,945	55,641
Beginning Fund Balance - Restricted	\$ 813,488	\$ 985,249	\$ 985,249	\$ 1,202,194
Ending Fund Balance - Restricted	\$ 985,249	\$ 1,165,449	\$ 1,202,194	\$ 1,257,835

**FY 2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUND - TREE PRESERVATION FUND**

FUND HIGHLIGHTS

The Tree Preservation Fund is used to account for fees paid by developers in lieu of replacing trees removed or damaged during development. Funds are to be utilized solely for the purchase and planting of trees on City properties, parks and right-of-way areas, as designated by the City Arborist.
The expenditure of \$25,000 in the FY 2017 budget is for the implementation of the urban reforestation plan.

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues				
Tree Ordinance Fees	\$ -	\$ -	\$ 12,750	\$ 5,000
Investment Earnings	3	-	2	2
Total Revenues	\$ 3	\$ -	\$ 12,752	\$ 5,002
Expenditures				
Building and Ground Maintenance	-	-	-	25,000
Total Expenditures	\$ -	\$ -	\$ -	\$ 25,000
Revenues Over/(Under) Expenditures	3	-	12,752	(19,998)
Beginning Fund Balance - Restricted	\$ 30,833	\$ 30,836	\$ 30,836	\$ 43,588
Ending Fund Balance - Restricted	\$ 30,836	\$ 30,836	\$ 43,588	\$ 23,590

**FY 2016-2017 PROPOSED BUDGET
FLEET MAINTENANCE FUND SUMMARY**

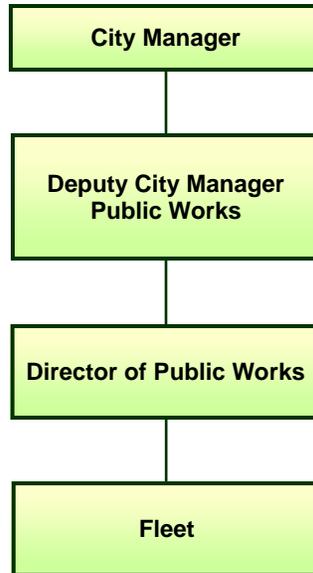
OVERVIEW

The Fleet Maintenance Fund is an internal service fund established to account for the maintenance of the city's fleet. Its customers are city departments and its primary revenue source is payments from those departments for vehicle and equipment maintenance. In prior years, this fund also held the funding and related equipment purchases. For fiscal year 2014-2015, these functions were separated. The equipment and funding will be reported in the Capital Replacement Fund.

**FY 2016-2017 PROPOSED BUDGET
FLEET MAINTENANCE FUND**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2016 PROPOSED BUDGET
Revenues:				
Charges for Services	\$1,303,780	\$1,424,083	\$1,424,083	\$1,420,673
Capital Replacement Fees	-	-	-	-
Miscellaneous Revenue	108,660	-	62,922	-
Investment Earnings	654	875	1,875	1,575
Total Revenues	\$1,413,095	\$1,424,958	\$1,488,880	\$1,422,248
Expenditures:				
Personnel Services	\$626,742	\$652,793	\$650,490	\$653,288
Supplies	32,746	55,144	44,700	34,493
Repairs & Maintenance	612,851	698,889	705,650	699,925
Services & Charges	37,203	39,799	36,748	39,434
Capital Outlay	-	-	-	-
Total Expenditures	\$1,309,542	\$1,446,625	\$1,437,588	\$1,427,140
Revenues Over/(Under) Expenditures	\$103,552	(\$21,667)	\$51,292	(\$4,892)
Beginning Fund Balance	\$1,878,483	\$690,892	\$690,892	\$742,184
Transfer to Capital Replacement Fund	1,291,143	-	-	-
Ending Fund Balance	\$690,892	\$669,225	\$742,184	\$737,292

**FLEET MAINTENANCE FUND
PUBLIC WORKS DIRECTORATE**



PUBLIC WORKS DIRECTORATE FLEET

MISSION STATEMENT

To provide City departments with safe, reliable and economically sound transportation and related support services while conserving vehicle value and equipment investment.

ACHIEVEMENTS FOR FISCAL YEAR 2016

- Further enhanced lubricant analysis by testing oil on each vehicle annually
- Finalized Mechanics Tool Replenishment Program
- Assisted with the evaluation and replacement of one vehicle
- Enhanced job order tracking
- Replaced antiquated equipment by purchasing a borescope, smoke machine and updated diagnostic scanner allowing for quicker diagnostics reducing mechanic's labor time and allowing for fleet units to return to service faster

PRIORITIES AND GOALS FOR FISCAL YEAR 2017

- Expand inventory control measures by automating stocked inventory oil, fuel and air filters
- Continue to monitor vehicle and equipment replacement schedules to provide a dependable fleet program
- Analyze and project the FY2018 vehicle and equipment replacement list
- Utilize the Tyler software fleet application to provide departments with necessary data to make informed decisions regarding their assets
- Reduce wait time on standard in house and preventive maintenance repairs by 10%

**FY 2016-2017 PROPOSED BUDGET
FLEET**

EXPENDITURE SUMMARY

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services	\$ 626,742	\$ 652,793	\$ 650,490	\$ 653,288
Supplies	32,746	55,144	44,700	34,493
Repairs & Maintenance	612,851	698,889	705,650	699,925
Service & Charges	37,203	39,799	36,748	39,434
TOTAL	\$ 1,309,542	\$ 1,446,625	\$ 1,437,588	\$ 1,427,140

BUDGET HIGHLIGHTS

Supplies - decrease due to reduction in small tools and operating supplies and decrease from FY2016 budget versus projected gasoline expense for FY2017.

PERFORMANCE MEASURES

MEASURE	FY2014 ACTUAL	FY2015 ACTUAL	FY2016 ESTIMATED	FY2017 PROPOSED
Total fleet	N/A	N/A	505	508
Fleet exceeding years and/or mileage threshold	N/A	N/A	151	135
Percentage of fleet exceeding years and/or mileage threshold per replacement schedule	N/A	N/A	30%	27%
Annual repair orders performed	3,541	3,927	4,200	3,775
Annual PM (preventive maintenance) services performed	1,651	1,661	1,764	1,580
Annual number of non-scheduled repair orders performed	1890	2266	2436	2195
Annual number of accidents	31	44	32	38
Maintain high customer satisfaction rates (Employees rating of the quality of fleet management services)	9	9	Not Performed	9
Improve technicians productivity (5 Fleet mechanics labor hours billed)	N/A	52%	62%	79%

PERSONNEL

POSITION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED
Fleet Manager	1.00	1.00	1.00	1.00
Shop Foreman	1.00	1.00	1.00	1.00
Senior Mechanic	5.00	5.00	5.00	5.00
Mechanics	1.00	1.00	1.00	1.00
Senior Office Support Specialist	0.00	0.00	0.00	0.00
TOTAL	9.00	9.00	9.00	9.00

**FY 2016-2017 PROPOSED BUDGET
FLEET**

LINE ITEM DETAIL

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Personnel Services				
5002 Salaries	\$ 418,978	\$ 443,225	\$ 443,583	\$ 451,614
5004 Vacancy Savings	-	-	-	(6,550)
5009 Certification Pay	9,000	-	-	-
5014 Retirement	66,697	70,440	70,514	72,731
5015 Longevity	14,501	14,860	14,139	15,720
5016 FICA	32,985	35,123	34,520	36,063
5018 Employee Insurance	77,394	81,195	80,014	75,910
5020 Employee Allowance	4,200	4,200	4,200	4,200
5050 Overtime	2,986	3,750	3,520	3,600
Subtotal Personnel Services	\$ 626,742	\$ 652,793	\$ 650,490	\$ 653,288
Supplies				
5101 Office Supplies	1,956	2,808	2,800	2,808
5125 Small Tools and Operating Supplies	22,789	33,587	33,500	19,590
5145 Gas and Oil	5,233	15,149	5,000	8,095
5185 Chemicals, Drugs, and Labs	2,769	3,600	3,400	4,000
Subtotal Supplies	\$ 32,746	\$ 55,144	\$ 44,700	\$ 34,493
Repairs & Maintenance				
5230 Vehicle Repair and Maintenance	602,012	688,239	695,000	689,325
5240 Equipment Repair and Maintenance	10,839	10,650	10,650	10,600
Subtotal Repairs and Maintenance	\$ 612,851	\$ 698,889	\$ 705,650	\$ 699,925
Services & Charges				
5310 Membership and Dues	863	850	644	850
5311 Postage, Express, and Freight	1,691	2,620	2,800	2,720
5316 Copier Rental	278	434	434	576
5321 Uniform Expense	2,485	3,000	3,000	3,800
5327 Capital Replacement Fees	27,680	24,695	24,695	24,688
5344 Training and Travel	2,352	4,100	1,100	4,100
5352 Utility Costs - Telephone	83	100	75	100
5353 Utility Costs - Water	1,771	4,000	4,000	2,600
Subtotal Services and Charges	\$ 37,203	\$ 39,799	\$ 36,748	\$ 39,434
Total Expenses	\$ 1,309,542	\$ 1,446,625	\$ 1,437,588	\$ 1,427,140



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**FY 2016-2017 PROPOSED BUDGET
CAPITAL REPLACEMENT FUND SUMMARY**

OVERVIEW

The Capital Replacement Fund is an internal service fund established to accumulate funding for the purchase of vehicles and equipment in the city's fleet. Its customers are city departments and its primary revenue source is payments from those departments for capital replacement. In prior years, function was combined with the fleet maintenance operation in the "Motor Pool Fund." These functions were separated in fiscal year 2014-2015.

**FY 2016-2017 PROPOSED BUDGET
CAPITAL REPLACEMENT FUND**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Revenues:				
Capital Replacement Fees	\$ 2,362,860	\$ 2,265,869	\$ 2,265,869	\$ 2,536,902
Investment Earnings	1,056	1,000	13,500	13,500
Miscellaneous Revenue	172,848	15,000	85,462	15,000
Total Revenues	\$ 2,536,764	\$ 2,281,869	\$ 2,364,831	\$ 2,565,402
Expenditures:				
Capital Outlay				
Vehicles	383,400	613,961	646,000	1,707,004
Equipment	-	410,994	410,994	257,000
Total Expenditures	\$ 383,400	\$ 1,024,955	\$ 1,056,994	\$ 1,964,004
Revenues Over/(Under) Expenditures	\$ 2,153,364	\$ 1,256,914	\$ 1,307,837	\$ 601,398
Beginning Fund Balance	\$ -	\$ 3,444,507	\$ 3,444,507	\$ 4,752,344
Transfer from Fleet Maintenance Fund	1,291,143	-	-	-
Ending Fund Balance	\$ 3,444,507	\$ 4,701,421	\$ 4,752,344	\$ 5,353,742

The purpose of the fund is to provide a source of funds to purchase equipment as it becomes necessary to be replaced. In order to have the funds available, the equipment is depreciated over an anticipated useful life, and that amount is included in the department budgets and transferred into this fund. The funding charge stops when the equipment reaches the end of the projected useful life; however the equipment is not replaced until deemed necessary.

Vehicles and equipment recommended for replacement in the proposed budget were evaluated by the fleet maintenance staff, and recommended based upon the current condition. All vehicle

and equipment included for replacement are necessary to provide basic services (see the Vehicle and Equipment Purchase list on the following page.)

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**FY 2016-2017 PROPOSED BUDGET
VEHICLE AND EQUIPMENT PURCHASES**

CAPITAL REPLACEMENT				
REPLACEMENT PURCHASES	FUND	DEPARTMENT	EQUIPMENT REPLACING	COST
VEHICLES				
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	\$ 63,556
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	63,556
Ford Explorer Interceptor	General	Police	2010 Dodge Charger	63,556
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	63,556
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	63,556
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	63,556
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	63,556
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	63,556
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	63,556
Ford Explorer Interceptor	General	Police	2009 Dodge Charger	63,556
Chevrolet 3500 Amb Remount	General	EMS	2010 Ford F450 Amb Remount	101,000
Chevrolet 3500 Amb Remount	General	EMS	2010 Ford F450 Amb Remount	101,000
Pierce Engine/Pumper Truck	General	Fire	1993 Pierce Pumper Truck	600,000
Ford F150 Shortbed	General	Planning	2006 Ford Ranger Truck	23,000
Ford F150 Shortbed	Utility	Utility Billing	2006 Ford Ranger Truck	23,000
Ford F150 Shortbed	Utility	Utility Billing	2006 Ford Ranger Truck	23,000
Ford F250	Utility	Wastewater	2005 Ford F250 Truck	32,000
Ford F250	Utility	Wastewater	2005 Ford F250 Truck	32,000
Vehicles Subtotal				\$ 1,507,004
EQUIPMENT				
BOMAG Vibratory Tandem Roller	General	Streets	1998 Ferguson Roller 46A	57,000
Equipment Subtotal				\$ 57,000
GRAND TOTAL CAPITAL REPLACEMENT PURCHASES				\$ 1,564,004

NEW PURCHASES				
VEHICLE	FUND	DEPARTMENT	PURCHASE FOR	COST
VEHICLES				
Ford Explorer Interceptor with Police Equipment Package	General	Police	Lieutenant Upgrades-Addl Officers	64,935
Chevrolet Tahoe	General	Fire Marshal	Deputy Fire Marshall to transport equipment for fire scene investigations	38,000
Vehicles Subtotal				\$ 102,935
EQUIPMENT				
Bobcat Skid-Steer	General	Streets	Repair potholes and asphalt work	71,610
Equipment Subtotal				\$ 71,610
GRAND TOTAL NEW PURCHASES				\$ 174,545



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**FY 2016-2017 PROPOSED BUDGET
EMPLOYEE BENEFIT FUND**

OVERVIEW

The Employee Health Insurance Fund is an internal service fund established to account for the costs associated with the City's employee health insurance program. The primary revenue source is payments from the City departments, employees and retirees for health insurance coverage.

	FY2015 ACTUAL	FY2016 AMENDED BUDGET	FY2016 ESTIMATE	FY2017 PROPOSED BUDGET
Revenues:				
<u>City Contributions</u>				
Active Employees	\$ 4,523,015	\$ 5,000,000	\$ 4,913,280	\$ 4,892,000
Retirees	45,972	56,819	33,710	47,200
<u>Employee Contributions</u>				
Active Employees	1,059,771	1,170,000	971,438	961,300
Retirees	60,524	72,775	42,764	42,933
COBRA	18,097	25,698	15,474	16,600
<u>Other Contributions</u>				
HRA Fees	7,150	7,200	19,697	7,200
Penalties	14,050	13,700	20,013	13,700
COBRA Administrative Fee	447	500	-	-
Interest	14	100	1,400	750
Transfer from General Fund	772,431	414,150	398,338	418,254
Total Revenues	\$ 6,501,471	\$ 6,760,942	\$ 6,416,114	\$ 6,399,937
Expenditures:				
Health Insurance	\$ 5,358,589	\$ 5,850,000	\$ 5,006,519	\$ 5,595,450
Dental Insurance	275,685	290,000	290,000	290,000
Vision Insurance	42,702	38,300	38,300	38,300
Life Insurance	35,803	35,560	36,000	36,000
Care Here Clinic	383,331	414,150	398,338	418,254
Total Expenditures	\$ 6,096,110	\$ 6,628,010	\$ 5,769,157	\$ 6,378,004
Revenues Over/(Under) Expenditures	\$ 405,361	\$ 132,932	\$ 646,957	\$ 21,933
Beginning Fund Balance	\$ (2,553)	\$ 402,808	\$ 402,808	\$ 1,049,765
Ending Fund Balance	\$ 402,808	\$ 535,740	\$ 1,049,765	\$ 1,071,698



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TAX SUPPORTED PROGRAMS
Capital Improvement Projects
FY 2017 - FY 2021

Program	Current Year Item #	Project	Project #	Appropriated Prior to FY2017	Dollars by Fiscal Year					Total FY17-FY21	CIP Total
					2017	2018	2019	2020	2021		
Reinvestment	ST	Sidewalk Replacements		0	1,000,000	500,000	500,000	500,000	500,000	\$3,000,000	\$3,000,000
Reinvestment	ST	Street Reconstruction		0	2,990,000	8,560,000	13,680,000	14,115,000	12,816,100	\$52,161,100	\$52,161,100
Reinvestment	DR	Annual Stormwater Improvements	DR1102	697,869	3,010,000	2,740,000	2,620,000	2,160,000	5,983,900	\$16,513,900	\$17,211,769
Reinvestment	ST	Asphalt Rd Rehab		0	2,773,500	2,700,000	2,700,000	2,700,000	2,700,000	\$13,573,500	\$13,573,500
Reinvestment	FM	Facilities Reinvestment		0	275,000	500,000	260,000	475,000	2,000,000	\$3,510,000	\$3,510,000
Reinvestment	FR	Fire Training Room Expansion		0	25,000	0	200,000	0	0	\$225,000	\$225,000
Reinvestment	FR	Remodel Station 5 (sleeping quarters)		0	0	0	0	525,000	0	\$525,000	\$525,000
Reinvestment	FM	Library Needs Assessment		0	0	0	40,000	0	0	\$40,000	\$40,000
		Reinvestment Subtotal		697,869	10,073,500	15,000,000	20,000,000	20,475,000	24,000,000	\$89,548,500	\$90,246,369
Streets		Fiber Network Traffic System West side	TR1204	15,974	84,026	0	0	0	0	\$84,026	\$100,000
Streets	ST 1	Calder Rd - Ervin to LC Pkwy (Galveston County)	ST1002	12,130,790	886,581	0	0	0	0	\$886,581	\$13,017,371
Streets	ST 2	Five Corners Realignment	ST1101	5,926,137	2,792,748	0	0	0	0	\$2,792,748	\$8,718,885
Streets	ST 3	Butler/Turner Improvements	ST1501	8,100	311,900	0	0	300,000	2,500,000	\$3,111,900	\$3,120,000
Streets	ST 4	SS Blvd/SH96 Intersection Improvements	ST1602	69,000	681,000	0	0	0	0	\$681,000	\$750,000
Streets	ST 5	Traffic System Improvements	TR1101	3,084,173	670,000	670,000	670,000	670,000	670,000	\$3,350,000	\$6,434,173
Streets	ST 6	HGAC/TIP Design Projects (N Landing Ext Design)	TR1105	1,033,825	808,881	0	0	0	0	\$808,881	\$1,842,706
Streets	ST 7	North Landing Extension (ROW/construction)		0	3,606,250	6,756,250	34,852,766	0	0	\$45,115,266	\$45,115,266
Streets	ST 8	TxDOT FM646 Widening - I45 to FM1266	ST1104	0	125,000	0	0	0	0	\$125,000	\$125,000
Streets	ST 9	Right-of-Way Purchase	ST1304	39,365	25,000	0	0	0	0	\$25,000	\$64,365
Streets	ST 10	SH96 Corridor Traffic Study		0	150,000	0	0	0	0	\$150,000	\$150,000
Streets	ST 11	Ervin / Hobbs Connector	TR1501	775,320	3,240,000	5,227,400	0	0	0	\$8,467,400	\$9,242,720
Streets	ST 12	FM270 Widening (FM518 to FM646)		0	0	1,467,000	1,467,000	0	19,560,000	\$22,494,000	\$22,494,000
Streets	ST 13	Walker Street Bridge		0	0	0	0	0	175,000	\$175,000	\$175,000
		Streets/Traffic Subtotal		23,082,684	13,281,386	14,120,650	36,989,766	970,000	22,905,000	\$88,266,802	\$111,349,487
Drainage		Shellside Stormwater Management System	DR1401	4,843,275	924,667	0	0	0	0	\$924,667	\$5,767,942
Drainage	DR 1	Genco Canal	DR1302	49,571	300,000	0	0	0	0	\$300,000	\$349,571
		Drainage Subtotal		4,892,846	1,224,667	0	0	0	0	\$1,224,667	\$6,117,513
Police	PD 1	Animal Shelter Improvements	PD1601		650,000	6,850,000				\$7,500,000	\$7,500,000
		Police Department Subtotal			650,000	6,850,000				\$7,500,000	\$7,500,000
Fire	FR 1	Public Safety Annex Station 6		0	495,650	4,636,000	0	0	0	\$5,131,650	\$5,131,650
Fire	FR 2	Relocate Station 3 with Engine	FR1401	704,347	0	0	391,300	3,805,500	0	\$4,196,800	\$4,901,147
		Fire Subtotal		704,347	495,650	4,636,000	391,300	3,805,500	0	\$9,328,450	\$10,032,797
Facilities		Facilities Modernization & Energy Efficiency	FM1102	1,548,595	0	0	0	0	0	\$0	\$1,548,595
Facilities	FM 1	Limited Renovation of 500 & 600 W. Walker	FM1401	399,457	350,543	0	0	0	0	\$350,543	\$750,000
Facilities	FM 2	Land Purchase for City Initiatives	FM1201	1,651,500	1,545,725	0	0	0	0	\$1,545,725	\$3,197,225
Facilities	FM 3	Municipal Court Facilities Needs Assessment		0	0	25,000	500,000	4,000,000	0	\$4,525,000	\$4,525,000
		Facilities Subtotal		3,599,552	1,896,268	25,000	500,000	4,000,000	0	\$6,421,268	\$10,020,820
Parks		Hometown Heroes Park	PK0903	15,226,137	88,600	0	0	0	0	\$88,600	\$15,314,737
Parks	PK 1	Parks Facilities Renewal	PK1101	1,310,679	155,266	100,000	100,000	100,000	100,000	\$555,266	\$1,865,945
Parks	PK 2	Sportsplex Entrance	PK1502	772,407	400,000	0	0	0	0	\$400,000	\$1,172,407
Parks	PK 3	Nature Center Wetland Enhancement	PK1501	47,500	111,950	0	0	0	0	\$111,950	\$159,450
Parks	PK 4	TxDOT FM518 Bypass Hike & Bike	PK1104	728,144	1,335,791	1,773,770	0	0	0	\$3,109,561	\$3,837,705
Parks	PK 5	Hike & Bike Trails Way-finding Signage		0	67,100	48,400	39,600	37,400	14,850	\$207,350	\$207,350
Parks	PK 6	Heritage Park Sound Wall		0	42,595	0	0	0	0	\$42,595	\$42,595
Parks	PK 7	Claremont Connector Hike and Bike Trail		0	96,950	575,000	0	0	0	\$671,950	\$671,950
Parks	PK 8	2012 Hike and Bike, Ph 1	PK1202	2,118,062	240,000	965,000	800,000	235,000	0	\$2,240,000	\$4,358,062
Parks	PK 9	Hometown Heroes Park 5K Loop		0	0	93,300	0	1,400,000	0	\$1,493,300	\$1,493,300
Parks	PK 10	Dog Park		0	0	50,000	0	0	0	\$50,000	\$50,000
Parks	PK 11	TxDOT Bike Trail & Sidewalk		0	0	0	0	247,685	1,511,854	\$1,759,539	\$1,759,539
		Parks Subtotal		20,202,929	2,538,252	3,605,470	939,600	2,020,085	1,626,704	\$10,730,111	\$30,933,040
Econ Dev	ED 1	Westside Economic Development Initiatives		0	200,000	675,300	4,595,325	4,595,325	0	\$10,065,950	\$10,065,950
Econ Dev	ED 2	Jag Hollow Extension, Ph 2	ED1201	1,326,553	0	952,000	0	0	0	\$952,000	\$2,278,553
		Economic Development Subtotal		1,326,553	200,000	1,627,300	4,595,325	4,595,325	0	\$11,017,950	\$12,344,503
Downtown	ED	Downtown Revitalization Plan	ED1503	969,373	5,831,644	7,005,532	17,631	0	0	\$12,854,807	\$13,824,180
Downtown	PK	Downtown Revitalization Trails		0	91,116	655,590	321,000	0	0	\$1,067,706	\$1,067,706
		Downtown Revitalization Subtotal		969,373	5,922,760	7,661,122	338,631	0	0	\$13,922,513	\$14,891,886
		Total \$'s by Year		\$ 55,476,153	\$ 36,282,484	\$ 53,525,542	\$ 63,754,622	\$ 35,865,910	\$ 48,531,704	\$237,960,262	\$293,436,415

REVENUE SUPPORTED PROGRAMS

Capital Improvement Projects

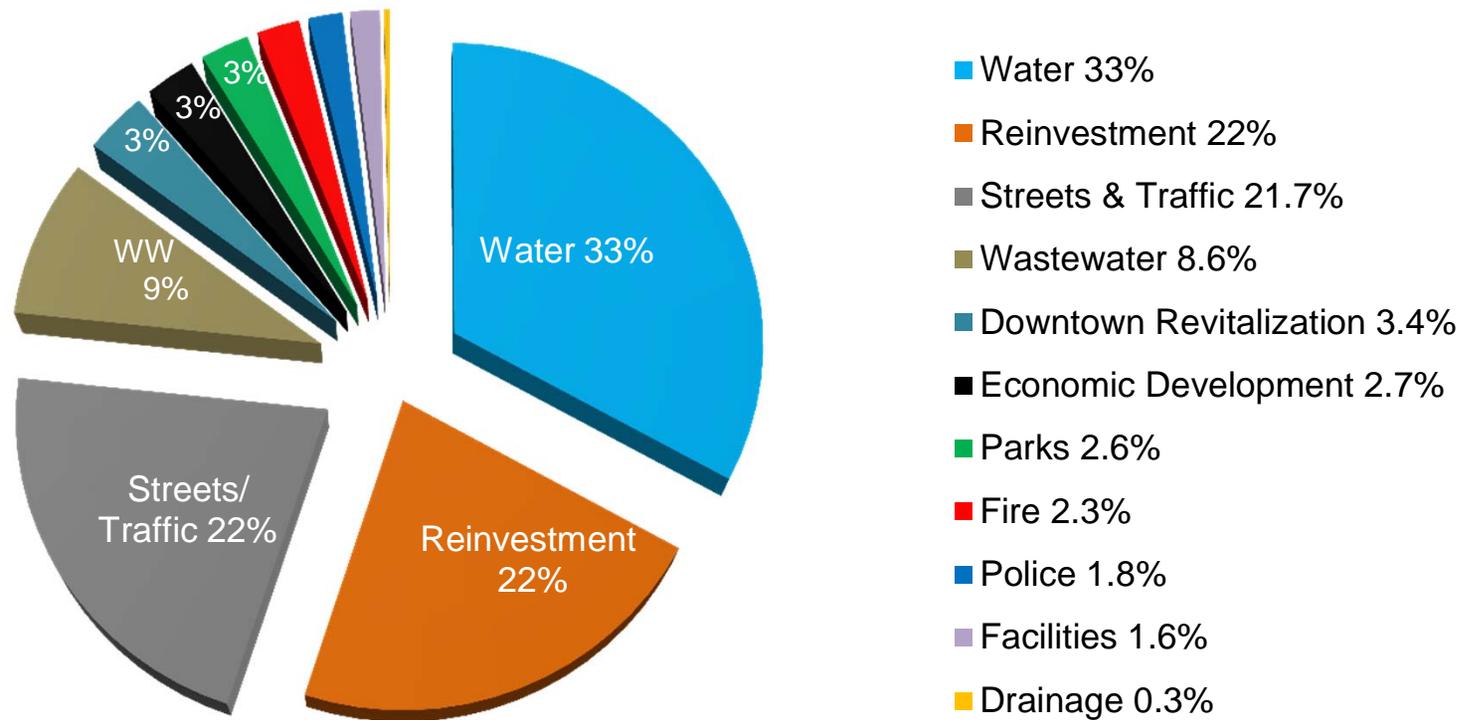
FY 2017 - FY 2021

Program	Current Year Item #	Project Name	Project #	Previously Appropriated	Dollars by Fiscal Year					Total FY17-FY21	CIP Total
					2017	2018	2019	2020	2021		
Water	WT 1	60" Water Line Replace 42" Line on SH3 (Distribution/Supply)		1,200,000	3,600,000	9,000,000	18,000,000	12,000,000	0	\$42,600,000	\$43,800,000
Water	WT 2	36" WL SH3 to SSH Booster Station (Distribution)	WT1109	1,281,972	12,281,459	0	0	0	0	\$12,281,459	\$13,563,431
Water	WT 3	Annual Water System Improvements (includes Main St & Park Ave)	WT1402	124,800	1,677,500	197,500	33,750	325,000	0	\$2,233,750	\$2,358,550
Water	WT 4	New Well & Generator at South Shore Elevated		0	300,000	1,950,000	0	0	0	\$2,250,000	\$2,250,000
Water	WT 5	24-inch Waterline Stabilization		49,868	66,442	350,000	0	0	0	\$416,442	\$466,310
Water	WT 6	New Water Lines to the West Side (Distribution)		0	958,950	2,356,987	2,356,988	0	0	\$5,672,925	\$5,672,925
Water	WT 7	Waterline Upgrades & Replacement (Renewal)	WT1302	3,887,718	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	\$10,000,000	\$13,887,718
Water	WT 8	Waterline (Dickinson BPS to Strawberry)		0	30,000	200,000	0	0	0	\$230,000	\$230,000
Water	WT 9	DSWWTP Reclaimed Water Pump Station (Supply)		0	264,000	0	2,636,000	0	0	\$2,900,000	\$2,900,000
Water	WT 10	Water Master Plan 5-year Update & CRF Study		0	75,000	100,000	0	0	0	\$175,000	\$175,000
Water	WT 11	Southeast Service Area Trunks (Distribution)	WT1105	1,529,510	2,708,003	0	0	0	0	\$2,708,003	\$4,237,513
Water	WT 12	North Service Area 16" Waterline along Grissom		0	144,700	0	598,000	0	0	\$742,700	\$742,700
Water	WT 13	Reclaimed Water Pipelines (Supply)		0	0	1,370,000	0	13,730,000	0	\$15,100,000	\$15,100,000
Water	WT 14	Expansion of TMWTP (Supply)		0	0	1,630,000	0	0	0	\$1,630,000	\$1,630,000
Water	WT 15	Transmission Waterline Assessment & Rehab (Renewal)		0	250,000	850,000	6,401,920	7,501,920	0	\$15,003,840	\$15,003,840
Water	WT 16	State Highway 3 Pump Station (Distribution)	WT1108	19,559,300	175,000	0	0	0	0	\$175,000	\$19,734,300
Water	WT 17	SEWPP Treatment Improvements (Distribution)		0	0	111,263	511,270	63,855	0	\$686,388	\$686,388
Water	WT 18	New West Side Elevated Tank (Distribution)		0	0	850,000	200,000	0	0	\$1,050,000	\$1,050,000
Water	WT 19	New Water Well and GST - Westside		701,700	0	395,000	200,000	4,616,000	0	\$5,211,000	\$5,912,700
Water	WT 20	Supplemental 24" Line from Calder Rd to Walker (Distribution)		0	0	0	200,000	1,195,000	0	\$1,395,000	\$1,395,000
Water	WT 21	Trunk Line from Walker WP to Louisiana (Distribution)		0	0	0	500,000	0	0	\$500,000	\$500,000
Water	WT 22	18" Water line to West Side Elevated		0	0	0	0	105,200	468,000	\$573,200	\$573,200
Water	WT 23	8" Water line from Cross Colony to Mary Lane		0	0	0	0	82,450	283,000	\$365,450	\$365,450
Water	WT 24	18" Trunk Line from SSH BPS to Louisiana		0	0	0	0	170,000	861,000	\$1,031,000	\$1,031,000
Water	WT 25	North Service Area Water Line Extensions		0	0	0	0	1,053,500	3,690,000	\$4,743,500	\$4,743,500
Wastewater	WW 1	Force Main Upgrade from Bay Colony LS to Ervin St	WW1206	203,070	1,422,400	0	0	0	0	\$1,422,400	\$1,625,470
Wastewater	WW 2	Dallas Salmon Effluent Discharge Improvements	WW1601	419,755	4,038,000	0	0	0	0	\$4,038,000	\$4,457,755
Wastewater	WW 3	Sanitary Sewer Annual Rehab 2012-2021 (includes Main St)	WW1201	7,684,977	390,000	1,500,000	1,500,000	2,000,000	2,000,000	\$7,390,000	\$15,074,977
Wastewater	WW 4	54" & 42" Gravity Sewer South from SWWRF to FW6		0	175,125	963,188	963,188	0	0	\$2,101,500	\$2,101,500
Wastewater	WW 5	Bay Area Blvd 12" Sewer Improvements / FM / LS		0	206,645	586,547	586,548	0	0	\$1,379,740	\$1,379,740
Wastewater	WW 7	MUD 14-15 Lift Station Improvements		0	95,000	0	0	0	0	\$95,000	\$95,000
Wastewater	WW 9	Annual Lift Station Improvements	WW1502	437,500	287,500	0	0	0	0	\$287,500	\$725,000
Wastewater	WW 10	Wastewater Master Plan Update & CRF		0	75,000	100,000	0	0	0	\$175,000	\$175,000
Wastewater	WW 11	Re-use Improvements - Phase 1	WW1101	240,550	0	200,000	1,908,041	0	0	\$2,108,041	\$2,348,591
Wastewater	WW 12	Countryside #1 Lift Station Improvements		0	287,500	0	0	0	0	\$287,500	\$287,500
Wastewater	WW 13	DSWWTP 185 Hp Pump Replacement		0	0	125,000	125,000	0	0	\$250,000	\$250,000
Wastewater	WW 14	Davis Rd #1 LS Improvements		0	0	512,325	0	0	0	\$512,325	\$512,325
Wastewater	WW 15	FW5 Lift Station / Force Main to SWWRF		0	0	0	185,000	1,040,000	0	\$1,225,000	\$1,225,000
Wastewater	WW 16	Re-use Utility System	WW1205	391,769	0	0	0	460,000	3,870,519	\$4,330,519	\$4,722,288
Wastewater	WW 17	Davis Rd #2 LS Improvements		0	0	0	0	522,284	0	\$522,284	\$522,284
Wastewater	WW 18	36" Gravity Sewer North from SWWRF to FW6		0	0	0	0	107,000	1,082,000	\$1,189,000	\$1,189,000
Wastewater	WW 19	FW8 Lift Station / Force Main to SWWRF		0	0	0	0	240,000	1,500,000	\$1,740,000	\$1,740,000
Wastewater	WW 20	FW9 Lift Station / Force Main to SWWRF		0	0	0	0	195,000	1,296,000	\$1,491,000	\$1,491,000
Wastewater	WW 21	36" GS Trunk Ext South of SWWRF to FW8&9		0	0	0	0	600,000	821,750	\$1,421,750	\$1,421,750
Wastewater	WW 22	27" & 24" GS Trunk Ext South of SWWRF (FW2&3 to SWWRF)		0	0	0	0	390,000	562,600	\$952,600	\$952,600
Wastewater	WW 23	27" & 24" GS Trunk Ext North of SWWRF (FW4&5 to SWWRF)		0	0	0	0	450,000	661,400	\$1,111,400	\$1,111,400
Wastewater	WW 24	FW4 Lift Station / Force Main to SWWRF		0	0	0	0	165,000	0	\$165,000	\$165,000
Wastewater	WW 25	SWWRF Odor Control		0	0	0	0	0	240,350	\$240,350	\$240,350
Wastewater	WW 26	Glen Cove Lift Station Wet Well Rehab		0	0	0	0	0	412,850	\$412,850	\$412,850
Total \$'s by Yr				\$ 37,712,490	\$ 31,508,224	\$ 25,347,809	\$ 38,905,705	\$ 49,012,209	\$ 19,749,469	\$ 164,523,416	\$ 202,235,905

**CITY OF LEAGUE CITY
CIP TOTALS BY PROGRAM**

PROGRAM	FY2017	FY2018	FY2019	FY2020	FY2021	FY2017-2021 TOTAL
Reinvestment	10,073,500	15,000,000	20,000,000	20,475,000	24,000,000	\$ 89,548,500
Streets/Traffic	13,281,386	14,120,650	36,989,766	970,000	22,905,000	\$ 88,266,802
Drainage	1,224,667	-	-	-	-	\$ 1,224,667
Police	650,000	6,850,000	-	-	-	\$ 7,500,000
Fire	495,650	4,636,000	391,300	3,805,500	-	\$ 9,328,450
Facilities	1,896,268	25,000	500,000	4,000,000	-	\$ 6,421,268
Parks	2,538,252	3,605,470	939,600	2,020,085	1,626,704	\$ 10,730,111
Economic Development	200,000	1,627,300	4,595,325	4,595,325	-	\$ 11,017,950
Downtown Revitalization	5,922,760	7,661,122	338,631	-	-	\$ 13,922,513
Subtotal Tax Supported Programs	36,282,484	53,525,542	63,754,622	35,865,910	48,531,704	\$ 237,960,262
Water	24,531,054	21,360,750	33,637,928	42,842,925	12,222,000	\$ 134,594,657
Wastewater	6,977,170	3,987,060	5,267,777	6,169,284	12,602,769	\$ 35,004,059
Subtotal Revenue Supported Programs	31,508,224	25,347,809	38,905,705	49,012,209	24,824,769	\$ 169,598,716
TOTAL	\$ 67,790,708	\$ 78,873,351	\$ 102,660,327	\$ 84,878,119	\$ 73,356,473	\$ 407,558,978

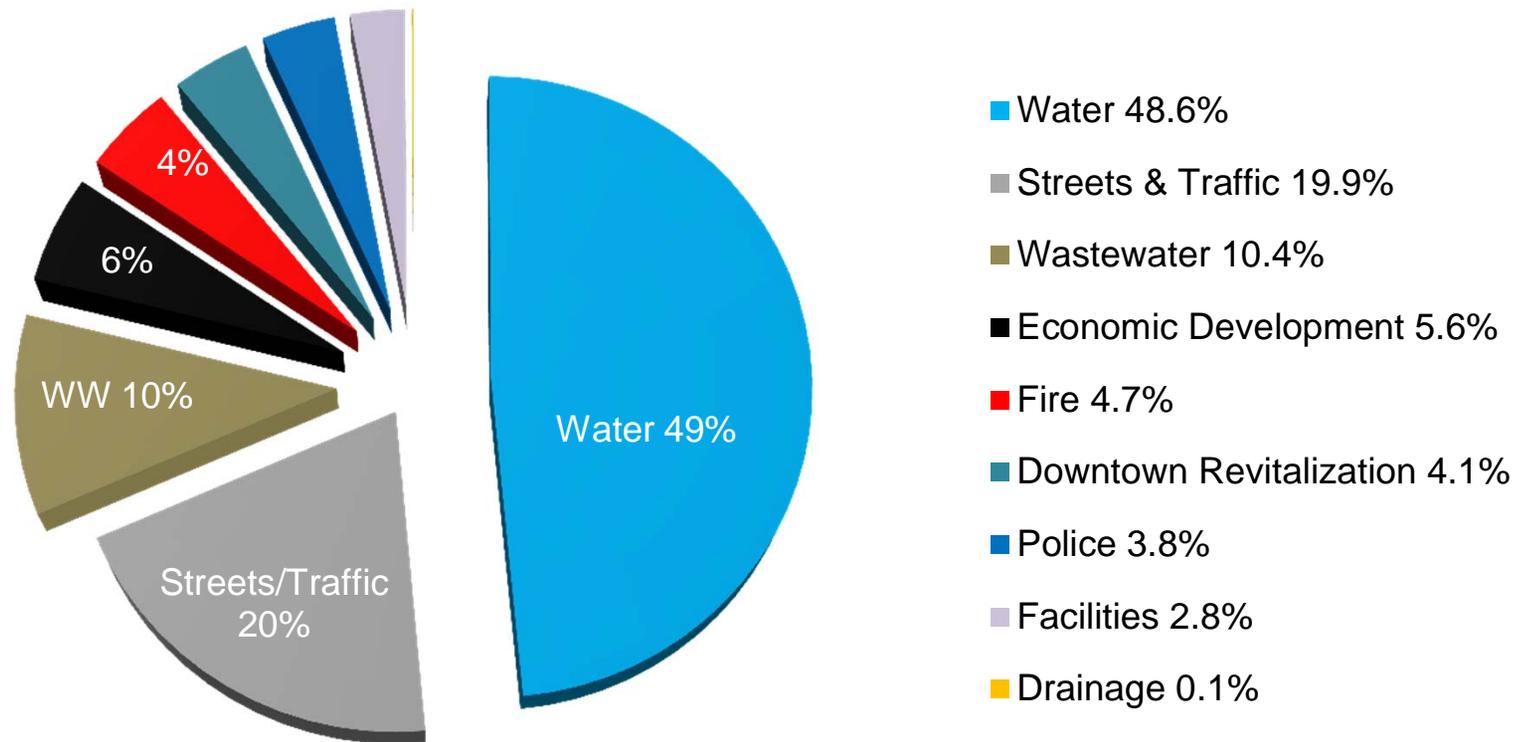
PROPOSED SPENDING BY PROGRAM FY 2017-2021



FY2017-2021 PROPOSED CIP NEW DEBT BY PROGRAM*						
PROGRAM	FY2017	FY2018	FY2019	FY2020	FY2021	FY2017-2021 TOTAL
Reinvestment	0	0	0	0	0	0
Streets/Traffic	7,096,250	13,800,650	8,787,553	650,000	8,718,000	39,052,453
Drainage	183,300	0	0	0	0	183,300
Police	650,000	6,850,000	0	0	0	7,500,000
Fire	495,650	4,636,000	391,300	3,805,500	0	9,328,450
Facilities	1,545,725	25,000	0	4,000,000	0	5,570,725
Parks	0	0	0	0	0	0
Economic Development	200,000	1,627,300	4,595,325	4,595,325	0	11,017,950
Downtown Revitalization	1,974,480	5,987,549	0	0	0	7,962,029
Subtotal Tax Supported Programs	12,145,405	32,926,499	13,774,178	13,050,825	8,718,000	80,614,908
Water	2,573,586	15,872,878	29,144,228	37,543,931	10,222,000	95,356,622
Wastewater	5,209,645	959,320	2,950,717	2,985,829	8,319,719	20,425,230
Subtotal Revenue Supported Programs	7,783,231	16,832,198	32,094,945	40,529,760	18,541,719	115,781,852
TOTAL	19,928,636	49,758,697	45,869,123	53,580,585	27,259,719	196,396,759

*Includes TIRZ and Development Financed Debt - see Tax Supported chart for details by year

PROPOSED NEW DEBT BY PROGRAM FY2017-2021



TAX SUPPORTED TOTALS						
FUNDING SOURCE BY FISCAL YEAR						
FUNDING SOURCE	FY2017	FY2018	FY2019	FY2020	FY2021	TOTAL
Existing City Funds						
Previously Sold Certificates of Obligations	2,640,778	0	0	0	0	2,640,778
Existing Misc Capital Projects Cash Fund 075	124,169	0	0	0	0	124,169
Annual Transfer to Misc Capital Project Fund 075	12,000,000	15,426,473	20,437,631	20,895,000	24,496,701	93,255,805
Park Facilities & Maint Fees Fund 071	1,154,545	50,000	0	0	0	1,204,545
Right-of-Way Fund 272	910,331	0	0	0	0	910,331
Walker St Bridge Fund	0	0	0	0	175,000	175,000
MUD Fund 250	116,700	0	0	0	0	116,700
Public Access Channel Funds	0	0	500,000	0	0	500,000
Subtotal Existing City Funds	16,946,523	15,476,473	20,937,631	20,895,000	24,671,701	98,927,328
Other Funding Sources						
4B Corporation	1,646,121	4,314,744	1,160,600	1,521,937	240,520	8,883,922
CDBG	800,000	0	0	0	0	800,000
108 Loan	1,131,940	0	0	0	0	1,131,940
Potential Grant Funding	3,612,493	807,826	27,882,213	398,148	14,901,483	47,602,163
Subtotal Other Funding	7,190,554	5,122,570	29,042,813	1,920,085	15,142,003	58,418,025
Subtotal of Existing City Funds & Other Funding Sources	24,137,077	20,599,043	49,980,444	22,815,085	39,813,704	157,345,353
Future COs / Bonds Needed						
Future COs / Bonds Needed	10,660,925	29,006,950	13,024,178	12,300,825	8,718,000	73,710,879
Future TIRZ Financed Bonds	1,484,480	2,967,549	0	0	0	4,452,029
Future Development Financed Bonds	0	952,000	750,000	750,000	0	2,452,000
Subtotal Future COs / Bonds Needed	12,145,405	32,926,499	13,774,178	13,050,825	8,718,000	80,614,908
TOTAL PROPOSED FUNDING	36,282,483	53,525,542	63,754,622	35,865,910	48,531,704	237,960,261

REVENUE SUPPORTED TOTALS						
FUNDING SOURCE BY FISCAL YEAR						
FUNDING SOURCE	FY2017	FY2018	FY2019	FY2020	FY2021	TOTAL
Existing City Funds						
Previously Sold COs / Revenue Bonds	13,602,779	200,000	0	0	0	13,802,779
Existing Capital Project Fund 084	5,195,322	3,036,925	3,000,000	3,000,000	3,000,000	17,232,247
Annual Transfer Capital Project Fund 084	0	0	0	0	0	0
Operating budget	0	0	0	0	0	0
Water CRF Funds	4,676,768	2,662,872	1,868,700	3,298,994	0	12,507,334
Wastewater CRF Funds	250,125	1,762,451	295,423	2,183,455	3,283,050	7,774,504
Subtotal of Existing City Funds	23,724,994	7,662,249	5,164,123	8,482,449	6,283,050	51,316,864
Other Funding Sources						
Potential Developer Contribution	0	853,363	1,646,637	0	0	2,500,000
Potential Grant Funding	0	0	0	0	0	0
Subtotal Other Funding	0	853,363	1,646,637	0	0	2,500,000
Subtotal of Existing City Funds & Other Funding Sources	23,724,994	8,515,612	6,810,760	8,482,449	6,283,050	53,816,864
Future COs / Bonds Needed	7,783,231	16,832,198	32,094,945	40,529,760	18,541,719	115,781,852
TOTAL PROPOSED FUNDING	31,508,224	25,347,809	38,905,705	49,012,209	24,824,769	169,598,716

Citizens of League City – City Council – City Staff

Roadmap to the Future

January 24, 2015

CITIZEN OF LEAGUE CITY – CITY COUNCIL – CITY STAFF
STRATEGIC PLANNING RESULTS
January 24, 2015

GOALS

Short Term (1-3 Yrs.)

(Numbers in parentheses reflect number of dots or votes provided by City Council)

- Economic Development (8)
 - Develop industrial/commercial mix
 - Biotech, UTMB (developers)
 - Attract corporate HQ
 - Partnerships – public, private and other organizations (Rotary, Chamber, non-profits)
 - Develop League City as a destination
 - Infrastructure in place to accommodate visitors
 - Waterfront development
 - Make it an easier place to do business
 - Implement quarter cent sales tax dedicated to economic development
 - Planned growth
- Development of central historic/business district (7)
 - Revitalizing main street
 - Enforcing historic standards
 - Enhance Streetscaping
 - Promote pedestrian safe environment / speed limits / crossings
 - Preserve historic identity
 - Appropriate mix of businesses
 - Ghirardi House Restoration
- Debt Management (5)
- Community Facilities Master Plan (4)
 - Library
 - Digital Library on west side of League City
 - Library expansion/parking – west side branch
 - Fire Stations
 - Animal Shelter
 - Storage expansion
 - New shelter

- Parks
 - Update master plan
 - Expand recreational facilities – west side
 - West side sports facility
 - Continued support of hike and bike trails
 - Land bank for the future
- Traffic (4)
 - Ramp reversals along IH 45
 - Time lights starting with busiest corridors
 - Proactive planning
 - More efficient means of transportation
 - Consistent street names throughout a corridor

Mid Term (4-6 Yrs.)

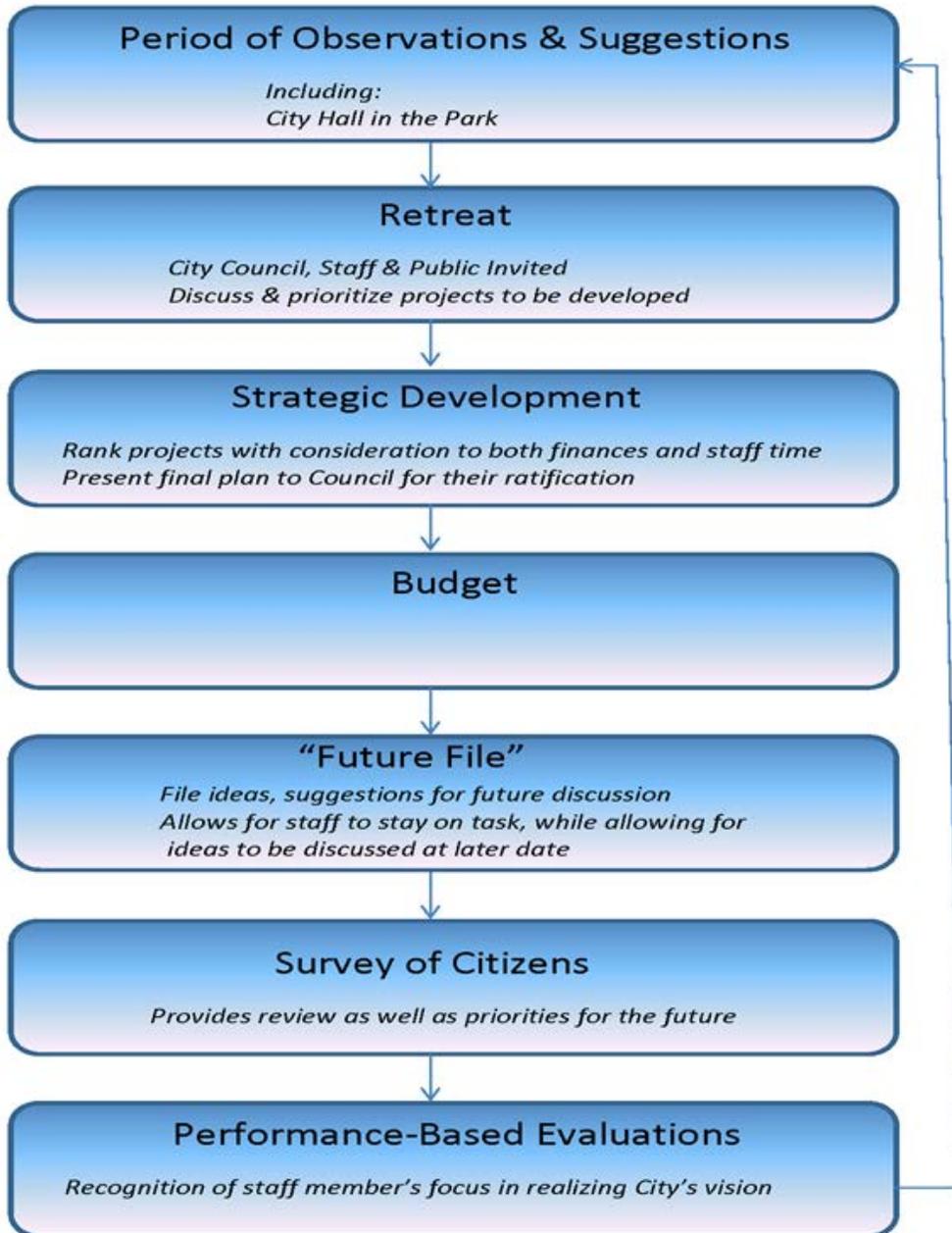
- Appearances (3)
 - Landscaping, irrigation, appeal
 - Beautification (including entryway signs)
 - Code enforcement – grass cutting
- Diversify water supply sources (3)
- Continue to invest in public safety (3)
- Improve drainage issues (1)
- Update codes and ordinances (1)
- Community Gathering Place (1)
 - Amphitheater

Long Term (7-10 Yrs.)

- Making League City a tourist destination
- Expansion of recreational facilities
- Establish sense of place – who are we?
 - Amenities
- Junior College District
- Enhanced communication to residents
 - Flowcharts for permitting process
- Nature preservation
 - Conservation

DO IT!

Determine Objectives for an Improved Tomorrow Strategic Planning Process for League City



**FY 2016-2017 PROPOSED BUDGET
FINANCIAL POLICIES****SUMMARY****Financial Management Policy Statements**

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

The overriding goal of the Financial Management Policy is to enable the City to achieve a long-term stable and positive financial condition. The watchwords of the City's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The purpose of the Financial Management Policy is to provide guidelines for planning and directing the City's day to day financial affairs and to assist staff in developing recommendations to the Mayor and City Council. Specifically, this policy framework mandates the pursuit of the following fiscal objectives:

- I. **Revenues:** Design, maintain and administer a revenue system that will assure a reliable, equitable, diversified and sufficient revenue stream to support desired City services.
- II. **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 services.
- III. **Fund Balance/Working Capital/Retained Earnings:** Maintain the fund balance, working capital and retained earnings of the various operating funds at levels sufficient to protect the City's credit worthiness as well as its financial position from emergencies.
- IV. **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.
- IV. **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.

- VI. **Investments:** Invest the City's operating cash to ensure its safety, provide necessary liquidity and optimize yield.
- VII. **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 level.
- VIII. **Grants:** Aggressively investigate, pursue and effectively administer federal, state and foundation grants-in-aid which address the City's current priorities and policy objectives.
- IX. **Economic Development:** Initiate, encourage and participate in economic development efforts to create job opportunities, strengthen the local economy and tax base.
- X. **Fiscal Monitoring:** Prepare and present reports for the current and multi-year periods that analyze, evaluate, and forecast the city's financial performance and economic condition.
- XI. **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), as interpreted by the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).
- XII. **Internal Controls:** Maintain an environment to provide management with reasonable assurance that assets are safeguarded against loss from unauthorized use or disposition.
- XIII. **Risk Management:** Prevent and/or reduce financial impact to the City due to claims and losses through prevention, through transfer of liability, and/or through a program of self-insuring of the liability.
- XIV. **Budget:** Develop and maintain a balanced budget for operating funds which presents a clear understanding of goals, service levels, and performance standards and shall be to the extent possible "user friendly" for citizens. A balanced budget meaning that revenue and any appropriated fund balance must equal expenditures.
- XV. **Five Year Plans:** Long-term financial planning is intended to ensure sustainability of programs and integrate operating and capital financial planning.

I.

Revenues

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

Balance and Diversification in Revenue Sources

The City shall strive to maintain a balanced diversified revenue system to protect the City from fluctuation 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 cost of those services. Where feasible and desirable, the City shall seek to recover full direct and indirect costs where so doing does not prohibit economic development. 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.

Utility/Enterprise Funds User Fees

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

The City shall prepare a cost allocation plan annually to determine the administrative service charges due the General Fund from enterprise funds for overhead and staff support. Where appropriate, the enterprise funds shall pay the General Funds 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 for current and multi-year period. 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 and should avoid mid-year service reductions.

II.**Expenditures**

The City shall use the following guidelines to identify necessary service, 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 plus the planned use of fund balance accumulated through prior year's savings.

Avoidance of Operating Deficits

The City shall take immediate corrective actions 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 service levels.

Periodic Program Reviews

Periodic program reviews 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.

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 concerning the amount of the purchase requiring 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.

III.**Fund Balance/Working Capital/Retained Earnings****Fund Balance Definitions**

In accordance with the requirements of Governmental Accounting Standards Board Statement Number 53, the City shall use the following guidelines to explain and define the purpose of fund balance, working capital and retained earnings of the various operating funds. The city will describe fund balance as follows: (1) Unspendable – portion of net resources that cannot be spent, i.e. assets that will never convert to cash or not convert during the current period, or resources that must be maintained intact pursuant to legal or contractual requirements; (2) Restricted – portion of net resources that are required to be reserved by external legal restrictions such as debt covenants, grantors, contributors or other governments; (3) Committed – portion of fund balance that represents resources whose use is constrained by limitations that the City imposes upon itself by council action and require council action to release; (4) Assigned – portion of fund balance that reflects the City's intended use of resources; and (5) Unassigned – surplus fund balance.

General Fund Balance

The City shall strive to maintain the General Fund unassigned fund balance at a minimum ending balance of 110 days of current year operating expenditures.

Utility Fund Balance

The Utility Fund Balance shall include a committed debt reserve fund balance in the amount of reserves required to be held by debt covenants. In addition, the minimum assigned working capital in the Utility fund shall be 90 days of current year budgeted operating expenditures.

Fund Balance in 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.

Use of Fund Balance/Retained Earnings

Except for special revenue funds, Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital purchases that cannot be accommodated through current year savings. Should such use reduce the balance below the appropriate level set as the objective for that fund, recommendations will be made on how to restore it.

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 Improvement 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, certificates of obligation, lease/purchase agreements and certificates of participation.

Replacement of Capital Assets on a Regular Schedule

The City shall annually prepare a schedule for the replacement of its non-infrastructure capital assets in accordance with the Capital Replacement Fund Policy. Prior to making final replacement determination, the vehicle maintenance department shall take into account the actual operating and maintenance history of each asset on the replacement schedule. An asset may be replaced prior to its scheduled date, or later, depending upon this analysis. Within the resources available each fiscal year, the City shall replace these assets according to this schedule and analysis.

Construction Reserve Funds

It shall be the intent of the City to make an annual contribution to the Construction Reserve Fund. The purpose of these funds is to accumulate funding for capital projects that would otherwise be paid for through the issuance of debt. The balance in these funds will be evaluated annually to determine which if any capital projects may be funded through these reserves. In order to limit the amount of debt required to fund the capital improvement plan, current year revenues will be evaluated to determine the total funding available for the construction reserves from both the General and Utility Funds.

Capital Expenditure Financing

The City recognized that there are several methods of financing capital requirements. It can budget the funds from current revenues; it can take the funds from fund balance/retained earnings as allowed by the Fund Balance/Retained Earnings Policy; it can utilize funds from grants and foundations; or it can borrow money through debt. Debt financing includes general obligation bonds, revenue bonds, certificates of obligation, lease/purchase agreements and certificates of participation. Guidelines for assuming debt are set forth in the Debt Policy Statements

V.

Debt Management

The City shall use the following guidelines for debt financing which will 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, certificates of participation, and lease/purchase agreements, shall only be used to purchase 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 capital, debt as a percent of taxable value, debt service payments as a percent of current revenues and current expenditures, and the level of overlapping net debt of all local taxing jurisdictions. 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 and determined by the aforementioned standards.

Bidding Parameters

The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market conditions and other prevailing factors.

Parameters to be examined include:

- Limits between lowest and highest coupons
- Coupon requirements relative to the yield curve
- Method of underwriter compensation, discount or premium coupons
- Use of True Interest Cost (TIC) vs. Net Interest Cost (NIC)
- Use of bond insurance
- Deep discount bonds
- Variable rate bonds
- Call provisions

Bond Issuance Advisory Fees and Costs

The City will be actively involved in the selection of all financial advisors, underwriters, paying agents, and bond counsel. The City shall evaluate the merits of rotating

professional advisors and consultants as well as the kinds of services and fee structures available from independent financial advisors, investment banking firms, and commercial banks. The City will carefully itemize and scrutinize all costs associated with the issuance of the bonds.

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 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 securities.

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 should provide a present value benefit as a percent of refunded principal of at least 4%.

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 provided. Cash forecasting models and procedures will be employed to maximize the amount of investment funds. The City Council reviews and adopts investment policies on an annual basis in accordance with Texas law.

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 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 from implementation.

VIII.

Grants

The City shall see, apply for, 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, apply for, and 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 for their cash on in-kind match requirement, their potential impact on the operating budget, and the extent to which they meet the City's policy objectives. If there are cash match requirements, the source of funding shall be identified and approved prior to application.

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 League City's economy and tax base, to increase local employment and to invest when there is defined specific long-term return. These efforts shall not only focus on new

areas but on inner city areas, and other established sections of League City where development can generate additional jobs and other economic benefits.

Tax Abatements

The City shall develop a tax abatement policy to encourage commercial and/or industrial growth and development throughout League City. The City shall balance the long-term benefits of tax abatements with the short-term loss of tax revenues prior to the granting of the abatement. Factors considered in evaluating proposed abatements for development include the location of the project, its size, the number of temporary and permanent jobs created, the costs and benefits for the City and its impact on League City's economy and other factors specified in the City's Guidelines for Tax 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 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 for the current year and for multi-years.

Financial Status and Performance Reports

Monthly reports shall be prepared comparing expenditures and revenues to current budget, for the month and fiscal year-to-date, projecting expenditures and revenues through the end of the year, outlining any remedial actions necessary to maintain the City's financial position.

Quarterly Reporting System

A quarterly financial and goal progress reporting system shall be established for submittal to the City Council.

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"), the 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 all operations.

XII.

Internal Controls

The chief financial officer is responsible for developing citywide written guidelines on accounting, cash handling, and other financial matters that will be approved by the Finance Committee. The chief financial officer will assist department heads as needed in tailoring these guidelines into detailed written procedures to fit each department’s specific requirements.

Each department head is responsible to ensure that good internal controls are followed throughout his or her department, that all finance department 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 claims through the safety program and the employee health program will be employed. Liabilities will be self-insured where financially feasible.

XIV.

Operating Budget

The City shall establish an operating budget that shall link revenues and expenditures to goals and objectives as well as service and performance standards. It will be the City’s goal to obtain the distinguished Budget Presentation Award from the Government Finance Officers Association. It is also the City’s goal to present a balanced budget meaning that revenues and appropriated fund balance must equal expenditures.

XV.

Five Year Financial Plans

Capital Improvement Plan

The City shall prepare annually a five year Capital Improvements Plan that incorporates all capital funds, existing and planned, showing planned projects by phase and by fiscal year. The first year of this CIP shall constitute the City’s capital budget for the year.

Long Range Financial Forecast

The City shall prepare annually a Long Range Financial Forecast that projects revenue and expenditures for the General, Utility, Debt Service and any other major fund for a five year period. The forecast shall attempt to determine the impact on future revenue and expenditures from changes in the economy, population change, and implementation of the CIP including planned bond sales.

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CITY OF LEAGUE CITY

INVESTMENT POLICY

1.0 POLICY

The City will conform to all state laws and statutes which govern the investment of public funds, the Public Funds Investment Act, Chapter 2256, Texas Government Code (the Act).

It is the policy of the City of League City (the City) to invest public funds in a safe manner which will provide the highest rate of return with the maximum security while meeting the daily cash flow demands of the City. The yield on investments will emphasize a rate of return to commensurate with the City's risk constraints.

2.0 SCOPE

This investment policy applies to all financial assets of the City at the present time, any funds to be created in the future, and any other funds held in custody by the City, unless expressly prohibited by law. These funds are accounted for in the City's Comprehensive Annual Financial Report and include the General Fund, the Enterprise Fund, the Debt Service Fund, the Special Revenue Funds, and the Capital Project Funds. When possible, available funds will be accumulated for investment purposes to increase the purchasing power of the City.

3.1 INVESTMENT STRATEGY

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. Investment guidelines by fund-type are as follows:

(A) Operating Funds

City Funds Included: General Fund, Utility Fund and Special Revenue Funds

Suitability - Any investment eligible in the Investment Policy is suitable for the Operating Fund except as excluded in section 11 of this policy.

Safety of Principal - All investments shall be of high quality securities with no perceived default risk. Market price fluctuations will however occur, by managing the weighted average days to maturity for the Operating Fund portfolio to less than 180 days and restricting the maximum allowable maturity to three years, the price volatility of the overall portfolio will be minimized.

Marketability - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement. Historical market “spreads” between the bid and offer prices of a particular security-type of less than a quarter of a percentage point shall define an efficient secondary market.

Liquidity - the Operating Fund requires the greatest short-term liquidity of any of the fund types. Short-term investment pools and money market mutual funds shall provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

Diversification - Investment maturities may be staggered throughout the budget cycle to provide cash flow based on the anticipated operating needs of the City. Market cycle risk will be reduced by diversifying the appropriate maturity structure out through three years.

Yield - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an average three-month treasury bill portfolio shall be the minimum yield objective.

(B) Construction Funds

City Funds Include: all Capital Project Funds, including Water and Wastewater Capital Improvement Funds.

Suitability - Any investment eligible in the Investment Policy is suitable for the Construction Funds, except as excluded in section 11 of this policy

Safety of Principal - All investments shall be of high quality securities with no perceived default risk. Market price fluctuations will however occur, by managing the Construction Funds’ portfolio to exceed the anticipated expenditure schedule the market risk of the overall portfolio will be minimized.

Marketability - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement. Historical market “spreads” between the bid and offer prices of a particular security-type of less than a quarter of a percentage point shall define an efficient secondary market.

Liquidity - Construction programs have reasonably predictable draw down schedules; therefore investment maturities shall generally follow the anticipated cash flow requirements. Investment pools and money market mutual funds shall provide readily available funds generally equal to at least one month’s anticipated cash flow needs, or a competitive yield alternative for short term fixed maturity investments.

Diversification - Market conditions and the arbitrage regulations influence the attractiveness of staggering the maturity of fixed rate investments for bond proceeds. Generally if investment rates exceed the applicable arbitrage yield for a specific bond issue, the City is best served by locking in most investments. If the arbitrage yield cannot be exceeded, then concurrent market conditions will determine the attractiveness of diversifying maturities or changes in investment amounts. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.

Yield - Achieving a positive spread to the applicable borrowing cost is the desired objective.

(C) Debt Service Funds

Suitability - Any investment eligible in the Investment Policy is suitable for the Debt Service Fund, except as excluded in section 11 of this policy

Safety of Principal - All investments shall be of high quality securities with no perceived default risk. Market price fluctuations will however occur, by managing the Debt Service Funds' portfolio to not exceed the debt service payment schedule the market risk of the overall portfolio will be minimized.

Marketability - Securities with active and efficient secondary markets are not necessary as the event of an unanticipated cash requirement is not probable.

Liquidity - Debt service funds have predictable payment schedules. Therefore investment maturities shall not exceed the anticipated cash flow requirements. Investment pools and money market mutual funds shall provide a competitive yield alternative for short term fixed maturity investments.

Diversification - Market conditions influence the attractiveness of fully extending maturity to the next "unfunded" payment date. Generally if investment rates exceed the applicable arbitrage yield for a specific bond issue, the City is best served by locking in most investments. If the arbitrage yield cannot be exceeded, then concurrent market conditions will determine the attractiveness of diversifying maturities or changes in investment amounts. At no time shall the debt service schedule be exceeded in an attempt to bolster yield.

Yield - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an average

three-month treasury bill portfolio shall be the minimum yield objective.

(D) Debt Service Reserve Funds

Suitability - Any investment eligible in the Investment Policy is suitable for the Debt Service Reserve Fund, except as excluded in section 11 of this policy. Bond and loan documentation constraints and insurance company restrictions create issue-specific considerations in addition to the Investment Policy.

Safety of Principal - All investments shall be of high quality securities with no perceived default risk. Market price fluctuations will however occur. By managing the Debt Service Reserve Fund's portfolio maturities to not exceed the call provisions of the bond issue reducing the investment's market risk if the City's bonds are called and the reserve fund liquidated. No investment maturity shall exceed the final maturity of the bond issue. Annual mark-to-market requirements or specific maturity and average life limitations within the bond issues' documentation will influence the attractiveness of market risk and reduce the opportunity for maturity extension.

Marketability - Securities with less active and efficient secondary markets are acceptable for Debt Service Reserve funds.

Liquidity - Debt Service Reserve Funds have no anticipated expenditures. The funds are deposited to provide annual debt service payment protection to the City's bond holders. The funds are "returned" to the City at the final debt service payment. Market conditions and arbitrage regulation compliance determine the advantage of security diversification and liquidity. Generally if investment rates exceed the applicable arbitrage yield for a specific bond issue, the City is best serviced by locking in investment maturities and reducing liquidity. If the arbitrage yield cannot be exceeded, then concurrent market conditions will determine the attractiveness of locking in maturities or investing shorter and anticipating future increased yields.

Diversification - Market conditions and the arbitrage regulations influence the attractiveness of staggering the maturity of fixed rate investments for Debt Service Reserve Funds. At no time shall the final debt service payment date of the bond issue be exceeded in an attempt to bolster yield.

Yield - Achieving a positive spread to the applicable borrowing cost is the desired objective.

4.0 PRUDENCE

Investments shall be made with judgment and care under circumstances then prevailing which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio.

Investment officers acting in good faith and in accordance with this policy shall be relieved of personal liability. An investment officer shall be judged on the prudence of the overall portfolio, not any single investment transaction, over which the investment officer had control.

The City shall provide periodic training in investments for the investment personnel through courses and seminars offered by professional organizations and associations in order to insure the quality and capability of the City's investment personnel making investment decisions in compliance with the Public Funds Investment Act.

5.0 OBJECTIVES

The primary objectives, in priority order, of the City's investment activities shall be:

Safety: Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification along credit and maturity lines is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Liquidity: The investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.

Return on Investments: The City's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with the City's investment risk constraints and the cash flow characteristics of the portfolio.

The strategy of the pooled fund group is to assure cash flows are matched with adequate liquidity. This may be accomplished by purchasing quality, short-term securities in a laddered structure or utilizing an investment pool. The dollar weighted average maturity will be 180 days or less to accomplish this goal.

6.0 DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from the Act, specifically Sec. 2256.005(f)-(h). Management responsibility for the investment program is hereby delegated to the Director of Finance, the Controller and the Accounting Manager, who shall establish written procedures for the operation of the investment program consistent with this investment policy, and for purposes of this policy shall be referred to herein as the Investment Officers. Procedures should include references to: safekeeping, Public Securities Association (PSA) repurchase agreements, wire transfers agreements, collateral/depository agreements and banking services contracts. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No persons may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officers. The Investment Officers will operate under the direction of the Finance Committee (the Committee) who shall establish and approve the working investment strategy prior to actual implementation by the Investment Officers.

The Investment Officers and those designated by the Investment Officers shall attend an investment training session no less than once in a two-year period that begins on the first day of the city's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than ten hours of instruction relating to their investment responsibilities under the Act. Training sessions must include education in diversification of investment portfolio, investment controls, security risks, strategy risks, market risks, and compliance with the Act. Training must be provided by an independent source whose course specifically is stated as complying with training requirements under the Public Funds Investment Act. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institution of higher learning or any other sponsor other than a business organization with whom the City of League City may engage in an investment transaction. Thus, these independent sources will be approved by the Finance Committee and may include training sessions sponsored by Government Treasurers Organization of Texas (GTOT), University of North Texas (UNT), Government Finance Officers Association of Texas (GFOAT), Texas Municipal League (TML), and Texas State University (TSU).

7.0 FINANCE

The Finance Committee is established by Section 2-219 of the Code of Ordinances of the City of League City.

Meetings: The Investment Officers or any member of the Committee shall have the power to call meetings of the Committee. Meetings shall be called no less often than quarterly, or as required by the Investment Officers, to review the investment report prepared as described in Section 18.1 of this policy.

Responsibilities: It shall be the responsibility of the Committee to:

- (1) Approve in writing all working investment strategies including those involving City depository and investment pool selection.
- (2) Review and adopt annually a list of authorized dealers, brokers, investment advisors, and safekeeping agents/custodians (Exhibit A) used by the City as necessary as required by the Public Funds Investment Act 2256.025
- (3) Immediately notify the Investment Officers in the event any information comes to their attention that may have a material adverse effect upon the portfolio or marketability of any of the investments purchased under the provisions of the policy.
- (4) Review the City's general portfolio activity and performance for compliance with this policy and recommend any amendments to this policy to the City Council. Also recommend any actions necessary to bring the City into compliance with the scope of the investment policy and the Act.
- (5) Advise City investment staff as to recommendations relative to said portfolio activity/performance.
- (6) Inform the City Council of unaddressed concerns with the management of the City's investment portfolio.

Limits of liability: The City shall provide for the defense and indemnification of any committee member who is made a party to any suit or proceeding, other than by any actions of the City, or against whom a claim is asserted by reason of their actions taken within the scope of their service as an appointed member of the committee. Such indemnity shall extend to judgments, fines, and amounts paid in settlement, of any such claim, suit or proceeding, including any appeal thereof. This protection shall extend only to members who have acted in good faith and in a manner which they reasonably believe to be in, or not opposed to, the best interest of the City.

8.0 ETHICS AND CONFLICTS OF INTEREST

Members of the Committee shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Members of the Committee shall disclose to the Director of Finance any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large

personal financial investment positions that could be related to the performance of the City, particularly with regard to the time of purchases and sales. The Investment Officers shall disclose to the Texas Ethics Commission and the City's Ethics Review Board and City Council any personal business relationship and any relationship with the second degree of affinity or consanguinity to an individual seeking to sell an investment to the City.

9.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Investment Officers will maintain a list of financial institutions and regional broker/dealers selected by credit worthiness who are authorized to provide investment services to the City. No public deposit shall be made except in a qualified public depository as established by state laws.

Depository Institutions seeking to establish eligibility for the City's competitive certificate of deposit purchase programs must have its main office or a branch office in the State of Texas.

For brokers/dealers of government securities and other investments, the Committee shall select only regional broker/dealers who are licensed and in good standing with the Texas Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organization. All broker/dealers and investment providers who desire to become a qualified bidder for investment transactions must complete a Broker/Dealer and Investment Provider Questionnaire (Exhibit B).

Before engaging in investment transactions with any broker/dealers or investment providers, the Investment Officers shall receive from said firm a current audited financial statement and a signed Investment Policy Affidavit similar in content to Exhibit C. This form shall attest that the qualified representative as defined in Section 2256.002(10) of the Act has received and thoroughly reviewed the City's Investment Policy and that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the organization that are not authorized by the City's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards. A review of the financial condition and registrations of qualified bidders will be conducted by the Committee as necessary.

Individual security transactions should be accomplished through the competitive bidding process.

10.1 AUTHORIZED AND SUITABLE INVESTMENTS

The City is empowered by statute to invest in the following:

(1) Obligations of, or Guaranteed by Governmental Entities except for those listed under section 11 (1-6)

- (a) Obligations of the United States or its agencies and instrumentalities;
- (b) Direct obligations of this state or its agencies and instrumentalities;
- (c) Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
- (d) Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities;
- (e) Obligations of municipalities located in the State of Texas with a rating no lower than AA by Standard and Poor's or equivalent rating by Moody's Investor Services.

(2) Certificates of Deposit

- (a) Issued by a federally insured depository that has its main office or a branch office in the State of Texas, guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor and is selected from a list adopted by the City as required by section 2256.025 of the Public Funds Investment Act
- (b) All collateralized deposits, in excess of the FDIC, must be collateralized as described by Section 2256.009 (a) of the Act. Collateral must be held by a third party and valued on a monthly basis.

(3) Mutual Funds (Including Money Market Mutual Funds)

Securities of, or other interests in, any no load open-end management type investment company or investment trust registered under the Investment Company Act of 1940, as amended from time to time, provided that:

- (a) No-load Money Market Mutual Funds

(i) include in the fund's investment objectives the maintenance of a stable net asset value of \$1 for each share.

(ii) is restricted in the investment of funds, including bond proceeds and reserves and other funds held for debt services in any one mutual fund described in subsection (a) in an amount that exceeds 10% of the total assets of the mutual fund.

(4) Government/Private Sponsored Investment Funds

(a) The investment pool must provide the Investment Officer with the following:

(i) offering circular that contains specific detailed information as described in the Act,

(ii) detailed monthly transaction and performance reports,

(b) be continuously rated no lower than AAA or AAA-m or an equivalent rating

(c) be marked-to-market daily and maintaining a market value ratio of between .995 and 1.005.

(d) maintain stable net asset value of \$1.

(e) maintain ongoing compliance with the Act.

(5) Banker's Acceptances

(a) Issued within the U.S. depository institutions with a short-term rating of not less than A1 or P1 or an equivalent rating by at least one nationally recognized credit rating agency;

(b) has a stated maturity of less than 270 days from the date of issuance;

(c) and will be liquidated in full at maturity.

If an investment's rating is downgraded below the minimum required by policy, the Investment Officers shall take the appropriate action to move the funds to an authorized

investment with acceptable ratings.

11.1 NON-APPROVED INVESTMENTS

The following are not authorized under this Investment Policy:

- (1) The City shall not by action of its Investment Officials directly enter into Repurchase Agreements. The City may however utilize repurchase agreements through a secondary source, i.e. an Investment Pool (TexPool, TexSTAR.)
- (2) The City shall not by action of its Investment Officials purchase Commercial Paper. The city may however utilize Commercial Paper through a secondary source, i.e. an investment Pool (TexPool, TexSTAR)
- 3) Obligations whose payment represents the coupon payment on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal (Interest only bonds)
- (4) Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest (Principal only bonds)
- (5) Collateralized mortgage obligations that have a weighted average life of greater than 10 years
- 6) Collateralized mortgage obligations the interest rate which is determined by an index that adjusts opposite to the changes in a market index. (Inverse floaters)

12.0 COLLATERALIZATION

Collateralization will be required on certificates of deposit. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of the market value of principal and accrued interest.

The City chooses to limit collateral to obligations of the United States or its agencies and instrumentalities as delineated in Sec 2256.009(a) (1) of the Act.

Collateral will always be held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained. The value of the pledged collateral shall be marked to market monthly by an independent third party.

Collateral shall meet the requirements of the custodial agreement and be approved in writing prior to release. The right of custodial substitution is granted. Substitutions of

collateral shall not be released until the replacement collateral has been received.

13.0 SAFEKEEPING AND CUSTODY

All securities purchased by the City under this policy shall be designated as assets of the City, shall be conducted on a delivery-versus-payment (DVP) basis or commercial book entry system as utilized by the Federal Reserve and shall be protected through the use of a third-party custody/safekeeping agent.

14.0 DIVERSIFICATION

Diversification by investment type shall be maintained by ensuring an active and efficient secondary market in portfolio investments and by controlling the market and opportunity risks associated with specific investment types.

Bond proceeds may be invested in a single security or investment if the Investment Committee determines that such an investment is necessary to comply with Federal arbitrage restrictions or to facilitate arbitrage record keeping and calculation.

The City will endeavor to diversify the placing of investments among various broker/dealers.

15.0 MAXIMUM MATURITIES

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. The City will not directly invest in securities maturing more than 3 years from the date of purchase. The dollar weighted average maturity for the portfolio will not exceed 180 days.

16.0 INTERNAL CONTROL

In conjunction with the annual financial audit, the City shall perform a compliance audit of the effectiveness of management controls on investments and adherence to the established investment policies as set forth in this document.

17.0 PERFORMANCE STANDARDS

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risks constraints and the cash flow needs.

Given the City's investment strategy, the basis used by the Investment Officer to determine whether market yields are being achieved shall be the yield of an average three-month treasury bill portfolio.

18.0 REPORTING

The Investment Officers in conjunction with the Committee shall submit to the City Council a signed investment report no less than on a quarterly basis. The report will contain sufficient information to provide for a comprehensive review of investment activity, current investment instruments, and performance for that period. The investment report also shall address any variations noted from the investment strategy of the City. For each pooled fund group, the report shall present for the reporting period the beginning market value and the ending market value. The investment report shall present the book value and market value for each investment at the end of the reporting period. The market value for a security in the portfolio may be obtained from any of the city's approved broker/dealers other than the broker/dealer that sold the investment to the city. The report shall also state the maturity date for each investment, the allocation of each investment to a fund or pool, any accrued interest, and the compliance with the Investment Policy and the Act. Additionally, timely transaction data will be available, upon request, and kept on file, of all transactions to record and document investment activity. Other information may be included in the report, such as recommendations to amend current specific investment strategies, and analysis of current market conditions. A formal review of the quarterly reports by an independent auditor will be performed in conjunction with the City's annual audit.

19.0 EXISTING INVESTMENTS

The City shall monitor changes in the credit ratings of existing investments quarterly or in the event of any significant market changes. The city shall use Credit Rating Agencies (i.e. Moody's, Standard and Poor's or Fitch), broker/dealers, or online or printed publications (i.e. the Wall Street Journal, Bloomberg).

Any investments currently held that do not meet the guidelines of this policy shall be reviewed to determine ability to liquidate due to material adverse changes in the value since time of purchase, and holding the security to maturity does not negatively affect disbursements or cash flow, a recommendation of holding said security to maturity is acceptable. At all times, liquidations shall be effected taking into account the prudent person standard described in Section 4.0 of this policy.

20.0 INVESTMENT POLICY ADOPTION

This policy, which includes strategies for a pooled fund investment group, shall be adopted by resolution of the City Council, and any modifications made thereto must be approved by the City Council. City Council shall take formal action to review the investment policy and strategies on an annual basis.



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APPENDIX A

BASIS OF ACCOUNTING

The accounts of the City are organized and operated on the basis of funds and accounts groups. Fund accounting segregates funds according to their intended purpose, and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded directly in those funds. Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, Debt Service, and Capital Project funds. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectable within the current period, or soon enough thereafter to pay liabilities for the current period. Substantially all revenues are considered to be susceptible to accrual. Ad valorem, sales, and franchise revenues recorded in the General fund, and ad valorem tax revenues recorded in the Debt Service fund are recognized under the susceptible to accrual concept. Licenses and permits, charges for services, fines, and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available. Expenditures are recognized when the related fund liability is incurred, if measurable, except for principal and interest on general long-term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources. The City utilizes encumbrance accounting for its Governmental Fund types, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.

The City's Proprietary fund types are accounted for on a flow of economic resources measure-

ment focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred.

BASIS OF BUDGETING

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental and proprietary funds except the capital projects funds, which adopt project-length budgets. All annual appropriations lapse at fiscal year end. Under the City's budgetary process, outstanding encumbrances are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be re-appropriated and honored the subsequent fiscal year. The department level is the legal level of control enacted by the City Charter. The City has also adopted a budget amendment policy delineating responsibility and authority for the amendment process. Transfers between expenditure accounts in one department may occur with the approval of the city administrative staff and the City Manager. Transfers between operating departments and transfers between funds must be accomplished by a budget amendment and approved by the City Council. Budget amendments calling for new appropriations must also be approved by the City Council. Budgetary control is maintained at the category level by the review of all requisitions of estimated purchase amounts prior to the release of purchase orders to vendors.

The Comprehensive Annual Report (CAFR) shows the status of the City's finances on the basis of generally accepted accounting principals (GAAP). The CAFR shows fund revenues and expenditures on both a GAAP basis and budgetary basis for comparison purposes. In all but two cases this reporting conforms to the way the City prepares its budget. Compensated absences are not reflected in the budget, but are accounted for in the CAFR's long-term debt account group. Depreciation expense is not shown in the budget's proprietary funds.



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APPENDIX B**GLOSSARY OF TERMS**

-A- ACCOUNTS PAYABLE: A liability account reflecting amounts on open accounts owing to private persons or organizations for goods and services received by a government (but not including amounts due to other funds of the same government or to other governments).

ACCOUNTS RECEIVABLE: An asset account reflecting amounts owing to open accounts from private persons or organizations for goods and services provided by a government.

ACCRUAL ACCOUNTING: The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at the time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

AD VALOREM: Latin for “value of”. Refers to the property assessed and tax levied against real (land and buildings) and personal (equipment and furniture) property.

APPROPRIATION: A legal authorization granted by a legislative body (City Council) to make expenditures and incur obligations for designated purposes.

ASSESSED VALUATION: A valuation set upon real estate or other property by a government as a basis for levying taxes.

AUDIT: An examination of an organization’s financial statements and the utilization of resources.

-B- BALANCE SHEET: The basic financial statement which discloses the assets, liabilities, and equities of an entity at a specified date in conformity with GAAP.

BALANCED BUDGET: A balanced budget occurs when the total sum of

money a government collects in a year is equal to the amount it spends on goods, services, and debt interest.

BASIS OF ACCOUNTING: The modified accrual basis of accounting is followed by Governmental funds, Expendable Trust funds and Agency funds. Under the modified accrual basis of accounting revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the liability is incurred, if measurable, except for principal and interest on general long-term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources. Substantially all revenues are considered to be susceptible to accrual. In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used for guidance. Intergovernmental revenues are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

The City’s Proprietary fund types are accounted for using the accrual basis of accounting, under which revenues are recorded when earned and expenses are recorded when liabilities are incurred.

BOND: A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified date.

BUDGET: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

BUDGETARY CONTROL: The control or management of a government or enterprise in accordance with an

approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

- C- CDBG:** Community Development Block Grant – An entitlement grant program authorized by the federal government. The entitlement program is based upon a formula, which includes the City's population.

CAPITAL EXPENDITURES: Expenditures which result in the acquisition of or addition to fixed assets which are individually priced more than \$5,000.00.

CAPITAL IMPROVEMENT PROGRAM: A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount and the method of financing.

CASH BASIS: the method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

CERTIFICATES OF OBLIGATION (CO'S): Debt instruments secured by the ad valorem taxing power of a city. They do not require voter authorization and usually are issued to obtain short-term financing.

CONTINGENCY: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

CREDIT RATING: The credit worthiness of a government unit as determined by an independent ratings agency.

CURRENT ASSETS: Those assets which are available or can be made readily available to finance current operations or to pay current liabilities. Those assets which will be used up or converted into cash within one year. Some examples are cash, temporary

investments, and tax receivables which will be collected within one year.

CURRENT LIABILITIES: Debt or other legal obligation arising out of transactions in the past that must be liquidated, renewed, or refunded within one year.

- D- DARE:** Drug Abuse Resistance Education.

DEBT: An obligation resulting from borrowing of money or from the purchase of goods or services.

DEBT LIMIT: The maximum amount of gross or net debt legally permitted.

DEBT SERVICE: A cost category which typically reflects the repayment of short-term (less than 5 years) debt associated with the acquisition of capital equipment.

DELINQUENT TAXES: Taxes remaining unpaid on or after the date on which a penalty for nonpayment is attached.

DEPRECIATION: (1) Expiration in the service life of a capital asset attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence. (2) that portion of the cost of a capital asset which is charged as an expense during a particular period.

- E- ENCUMBRANCES:** Commitments related to unperformed contracts for goods or services used in budgeting. Encumbrances are not expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

ENTERPRISE FUND: A fund established to finance and account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the

general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURES: Decrease in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

-F- 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. League City's fiscal year begins each October 1st and ends the following September 30th. The term FY 2007 connotes the fiscal year beginning October 1, 2006 and ending September 30, 2007.

FIXED ASSETS: Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

FRANCHISE: A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FULL TIME EQUIVALENT (FTE): A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal or temporary employees into hours worked by full time employees. Full time employees work 2080 hours annually. A part-time employee working 1040 hours annually represents a .5 FTE.

FUND: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with

special regulations, restrictions, or limitations.

FUND BALANCE: The difference between governmental fund assets and liabilities also referred to as fund equity.

-G - GAAP – GENERALLY ACCEPTED ACCOUNTING PRINCIPLES:

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.

GASB – GOVERNMENTAL ACCOUNTING STANDARDS BOARD:

The board is a private, nonprofit organization consisting of seven board members and a full-time staff. Like the Financial Accounting Standards Board (FASB) that sets accounting standards for private companies, GASB is funded by the Financial Accounting Foundation, a nonprofit entity that exercises general oversight over the financial reporting of public entities.

GENERAL FUND: The fund that is available for any legal authorized purpose and which is therefore used to account for all activities except those required to be accounted for in another fund. Note: The General Fund is used to finance the ordinary operations of a governmental unit.

GENERAL OBLIGATION BONDS

(GO's): Bonds for the payment of which the full faith and credit of the issuing government are pledged. In issuing its general obligation bonds, the City of League City pledges to levy whatever property tax is needed to repay the bonds for any particular year. Bonds cannot be issued without voter approval

and are usually issued with maturities of between 15 and 25 years.

GFOA: Government Finance Officers Association. A professional association of state/provincial and local finance officers in the United States and Canada that has served the public finance profession since 1906.

GOAL: A statement that describes the purpose toward which an endeavor is directed.

GOVERNMENTAL FUNDS: Those funds through which most governmental functions typically are financed. The acquisition, use, and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).

GRANT: A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function.

-I- INTEREST INCOME: Revenue associated with the city's cash management activities of investing fund balances.

INTERFUND TRANSFERS: Budgeted amounts transferred from one governmental accounting fund to another for work or services provided. As they represent a "double counting" of expenditures, these amounts are deducted from the total operating budget to calculate the "net" budget.

INTERGOVERNMENTAL REVENUE: Contributions received from the State and Federal Government in the form of grants and shared revenues.

INTERNAL SERVICE FUND: Internal Service Funds are used to account for the financing of goods or services provided by one department of the city to other departments on a cost-reimbursement basis.

INVESTMENTS: Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include assets used in city operations.

-L- LEVY: To impose taxes, special assessments or service charges for the support of city services.

LIABILITY: Debt or other legal obligations, arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. Note: the term does not include encumbrances.

LONG-TERM DEBT: Debt with a maturity of more than one year after the date of issuance.

LRFF: Long Range Financial Forecast

-M- MATURITIES: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

MAINTENANCE: The upkeep of physical properties in condition for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

MODIFIED ACCRUAL: The method of accounting under which revenues are recognized when they are both measurable and available to finance expenditures of the current period. Expenditures are recognized when the liability is incurred.

-N- NON-RECURRING: In reference to a supplemental program, that portion of costs or revenues that will only be incurred in the first year of implementation of the program.

-O- ORDINANCE: A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a 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. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

OPERATING BUDGET: The plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law.

ORDINANCES: A formal legislative enactment by the governing board of a municipality. 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.

-P- PERFORMANCE INDICATORS: Quantitative measures that show demand for services (e.g. calls for service, citizen complaints), efficiency in meeting those demands (e.g. unit cost of service, units per employee or crew), and effectiveness in meeting the total need represented by the service demands (e.g. percent of complaints resolved, percent of citizens satisfied with services provided).

PERSONNEL SERVICE: The costs associated with compensating employees for their labor.

PRINCIPAL OF BONDS: The face value of the bonds.

PROPRIETARY FUND: A fund established to account for a government's continuing business-type organizations and activities. All assets, liabilities, equities, revenues, expenses and transfers pertaining to these business organizations and activities are accounted for through proprietary funds. Both Enterprise and Internal service funds are classified as proprietary funds.

PROPERTY TAXES: Taxes are levied on both real and personal property according to the property's valuation and tax rate.

PURCHASE ORDER: A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

-R- RECURRING: In reference to a supplemental program, that portion of revenues or costs that will occur each year the program is funded.

REVENUES: Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers.

REVENUE BONDS: Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

-S- SERVICES AND CHARGES: That grouping of accounts on the general ledger that include such expenditures as professional and contracted services from organizations outside the City, printing and binding costs, utilities, training, etc.

SPECIAL ASSESSMENT: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

SPECIAL REVENUE FUND: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

SUPPLEMENTAL PROGRAM: An entirely new program or a significant enhancement to an existing program. Examples are the funding of new positions on staff and the expansion of the softball program from 6 teams to 12 teams. Supplement programs may have both recurring (annual) and/or non-

recurring (one-time) costs and/or revenues associated with them.

- T- TAXES:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.

TAX BASE: The total property valuations on which each taxing agency levies its tax rate.

TAX LEVY: The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

TAX RATE: The amount of tax levied for each \$100 of assessed valuation.

TAX ROLL: The certification of assessed/taxable values prepared by the Property Appraiser and presented to the taxing authority.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, for example, sanitation service charges.

TMRS: Texas Municipal Retirement System

TXDOT: Texas Department of Transportation

- U- USER FEES:** Charges for specific governmental services. These fees cover the cost of providing that service to the user (i.e. building permits). The key to effective utilization of user fees is being able to identify specific

beneficiaries of services and then determine the full cost of the service they are consuming.

- W- WORKING CAPITAL:** The amount by which total current assets exceed total current liabilities.

- Y- YIELD:** The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investment.

**FY 2016-2017 PROPOSED BUDGET
GENERAL FUND REVENUE DETAIL**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Property Taxes				
Current taxes	\$ 23,963,762	\$ 24,883,071	\$ 25,200,000	\$ 28,047,000
Delinquent taxes	303,700	200,000	200,000	200,000
Penalty & interest	120,719	120,000	100,000	120,000
Total Property Taxes	\$ 24,388,181	\$ 25,203,071	\$ 25,500,000	\$ 28,367,000
Sales Taxes				
Sales Tax	9,949,206	10,395,000	10,959,000	13,396,844
Sales tax - Property tax	4,974,604	5,145,000	5,424,000	6,641,410
Total Sales Taxes	\$ 14,923,810	\$ 15,540,000	\$ 16,383,000	\$ 20,038,254
Franchise Taxes				
Texas New Mexico Power	3,069,037	3,150,000	3,000,000	2,600,000
GTE Telephone	375,284	380,000	380,000	380,000
Cable TV companies	1,277,285	1,150,000	1,150,000	1,185,770
Natural Gas Franchise Fee	255,983	255,000	255,000	255,000
Centerpoint Energy	70,053	75,000	77,650	77,330
Sanitation Franchise Fee	166,802	189,000	189,000	194,880
Total Franchise Taxes	\$ 5,214,444	\$ 5,199,000	\$ 5,051,650	\$ 4,692,980
Other Taxes				
Mixed drink tax	199,103	185,000	210,000	185,000
Payment in Lieu of Tax (PILOT)	-	76,000	-	76,000
Total Other Taxes	\$ 199,103	\$ 261,000	\$ 210,000	\$ 261,000
Licenses & Permits				
Drilling Permits	-	-	-	-
Pipeline Permits	5,333	10,000	10,000	10,000
Miscellaneous Permits	1,400	1,500	1,500	1,500
Sign permits	20,732	25,000	25,000	25,000
Gas permits	68,275	50,000	50,000	50,000
Demolition permits	1,950	1,500	3,000	1,500
Wrecker permits	6,010	6,500	6,500	6,500
Alarm Permits	198,975	200,000	200,000	200,000
False Alarm fees	63,285	55,000	40,000	40,000
Drainage Permit Fees	15,751	15,000	15,000	15,000
Ambulance Permit Fees	6,010	6,000	6,000	6,000
Golf Cart Permits	4,800	4,500	4,500	4,500
Wrecker Admin Fees	-	-	-	50,000
Package Store Permits	-	-	-	-
Beer licenses	14,863	-	6,000	5,000
Building permits	1,582,476	1,530,000	1,200,000	2,080,000
Electrical permits	340,579	315,000	315,000	315,000
Plumbing permits	179,092	170,000	170,000	170,000
Swimming Pool permits	93,205	80,000	80,000	80,000
Air conditioning permits	170,384	160,000	160,000	160,000
Occupational licenses	137,725	130,000	130,000	130,000
Animal licenses	1,004	1,000	1,000	1,000
Pound fees	5,970	6,000	7,500	6,000
Adoption fees	49,795	45,000	47,500	45,000
Microchip fees	2,110	2,000	3,000	2,000
Plan Review Fees	2,175	3,000	1,500	103,000
Re-inspection fees	4,250	6,000	6,500	6,000

**FY 2016-2017 PROPOSED BUDGET
GENERAL FUND REVENUE DETAIL**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Operation permits	-	-	500	-
Kiosk Lease Fee	16,260	20,000	15,000	20,000
Breath Alcohol Prog. Fee	77,432	77,200	81,144	77,200
Code Enforcement Lien Fee	130,520	90,000	40,000	57,800
Plan/Plat review fee	93,621	85,000	85,000	85,000
Variance request fee	2,550	-	-	-
Rezoning application fee	8,100	6,000	6,000	6,000
Cell Tower App. Renewal	-	-	26,000	-
Special Use Permit/Zoning	8,000	5,000	10,000	5,000
Abandoned ROW app fee	2,250	-	-	-
Infrastructure Inspection fee	-	-	-	500,000
Total Licenses & Permits	\$ 3,314,880	\$ 3,106,200	\$ 2,753,144	\$ 4,264,000
Grant Proceeds				
Emergency Mgmt. reimbursement	41,412	50,000	50,000	50,000
Officer Training Grant	8,236	-	8,142	-
Library Internet Grant	-	-	-	-
Bullet Proof Vest Grant	3,767	-	-	-
DEA Overtime Reimbursement	17,348	-	15,000	-
Fire Dept. Assistance Grant	9,056	-	2,500	-
Fire Dept. Grant - Insurance	5,002	-	-	-
Justice Assistance Grant	-	-	-	-
TSLAC Library Software Grant	9,887	-	-	-
Victims Assistance Grant	72,233	60,000	60,000	60,000
UASDI grant for CART supplies	34,925	-	-	-
Library Performance Grant	342	-	-	-
US Marshal Overtime Reimb	3,000	-	-	-
TSLAC Interlibrary Loan Prog.	4,957	-	-	-
Total Grant Proceeds	\$ 210,164	\$ 110,000	\$ 135,642	\$ 110,000
Charges for Services				
Refuse collection fee	4,290,859	4,429,000	4,635,393	4,884,558
Tax on refuse	(6,146)	-	-	-
Refuse collection penalty	66,431	60,000	60,000	60,000
Civic Center rental fees	63,891	50,000	60,000	50,000
City pool rental fees	3,704	3,000	3,000	3,000
Pavilion rental fees	23,603	20,000	20,000	20,000
Field Rental Fees	19,734	20,000	20,000	20,000
Rec Center rental fees	18,767	15,000	15,000	15,000
Pool fees-Non resident	6,688	10,000	10,000	10,000
Pool season pass fees	2,735	4,000	4,000	4,000
Recreation program fees	156,027	153,850	165,000	165,000
Drill Field Rental	8,800	7,500	5,000	7,500
Summer camp fees	-	50,000	50,000	50,000
Sportsplex Signage Fees	-	-	-	10,000
EMS Training Class Fees	4,617	6,000	6,000	6,000
CC Paddle Race Fees	420	-	-	-
Concessions - Parks	10,316	12,000	12,000	12,000
Vending machine proceeds	791	-	1,000	-

**FY 2016-2017 PROPOSED BUDGET
GENERAL FUND REVENUE DETAIL**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Swimming lessons	30,836	12,000	12,000	12,000
Filing fees	-	-	500	-
Ambulance fees	1,686,523	1,500,000	1,500,000	1,684,000
Non Resident fees	-	-	-	-
Child Safety fee	17,822	17,000	17,000	17,000
Recycling Proceeds	65,464	60,000	60,000	60,000
Total Charges for Services	\$ 6,471,881	\$ 6,429,350	\$ 6,655,893	\$ 7,090,058
Fines and Forfeits				
Municipal Court fines	1,518,633	1,475,000	1,475,000	1,475,000
Taxes on fines	281,523	310,000	310,000	310,000
Library fines	55,176	65,000	65,000	65,000
Motor Carrier Violations	42,869	20,000	70,000	70,000
Total Fines and Forfeits	\$ 1,898,201	\$ 1,870,000	\$ 1,920,000	\$ 1,920,000
Investment Earnings				
Interest income	3,554	5,000	30,000	30,000
Interest income - Investments	17,211	10,000	30,000	30,000
Interest income - EMS/Fire	-	-	-	-
Interest Income - CD	17,610	15,000	20,000	30,000
Interest income - TEXSTAR	4,940	3,000	20,000	20,000
Total Investment Earnings	\$ 43,315	\$ 33,000	\$ 100,000	\$ 110,000
Miscellaneous				
Surplus property sales	13,443	25,000	16,300	25,000
Map sales	-	-	-	-
Copy machines sales	30,553	25,000	25,000	25,000
Library book sales	7,288	6,000	6,000	6,000
Proceeds from Lease	65,886	50,000	70,000	70,000
Zoning Verification Letter	1,900	1,500	750	1,500
Butler Museum Lease Fees	1,200	1,200	1,200	1,200
Waste Management Penalty Fee	6,735	6,000	2,000	2,000
Misc Revenue - Library	438	-	500	-
Big League Dreams	250,642	282,138	282,138	278,931
Miscellaneous	70,112	50,000	60,000	50,000
TIRZ Bookkeeping fees	227,534	244,500	244,500	244,500
TNMP Energy Eff. Rebate	906	-	825	-
Donations Senior Citizens	4,274	4,000	5,000	4,000
Donations - ERP Sign	-	-	-	-
Settlement Proceeds	200,000	-	-	-
Reimbursements	(1,026)	-	-	-
Reimb - Insurance	21,749	-	-	-
Public Safety Reimbursement	316,800	328,800	328,800	328,800
Rebate-pcard program	33,742	50,000	35,000	35,000
Reimb from TXDOT Traffic Signal	34,342	-	-	-
Total Miscellaneous	\$ 1,286,520	\$ 1,074,138	\$ 1,078,013	\$ 1,071,931
Other Income				
Contribution - SSH MUD #6	\$ 162,136	\$ -	\$ -	\$ -
Contribution - Spec. Assmt	\$ -	\$ -	\$ 89,578	\$ -
Total Other Income	\$ 162,136	\$ -	\$ 89,578	\$ -

**FY 2016-2017 PROPOSED BUDGET
GENERAL FUND REVENUE DETAIL**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Transfers				
Transfer from W/WW	3,323,000	3,312,000	3,312,000	3,312,000
Transfer from Special Assmt	-	-	-	-
Transfer from Emergency Response Fund	-	180,368	180,370	-
Transfer from 4B CORP	10,000	-	10,000	10,000
Total Transfers	\$ 3,333,000	\$ 3,492,368	\$ 3,502,370	\$ 3,322,000
TOTAL REVENUES	\$ 61,445,634	\$ 62,318,127	\$ 63,379,290	\$ 71,247,223

**FY 2016-2017 PROPOSED BUDGET
UTILITY FUND REVENUE DETAIL**

	FY 2015 ACTUAL	FY 2016 AMENDED BUDGET	FY 2016 YEAR-END ESTIMATE	FY 2017 PROPOSED BUDGET
Charges for Services				
Water Sales	\$ 15,051,144	\$ 19,092,500	\$ 19,104,500	\$ 19,340,909
Wastewater Sales	12,196,536	14,292,000	14,292,000	14,451,091
Tap Fees	577,466	500,000	400,000	500,000
New Connection Fees	85,006	86,000	86,000	86,000
Reconnection Fees	64,155	68,000	100,000	68,000
Late Fees	323,283	335,000	300,000	335,000
Total Charges for Services	\$ 28,297,590	\$ 34,373,500	\$ 34,282,500	\$ 34,781,000
Other Revenue				
Meter Sales	326,839	350,000	300,000	350,000
Water Well Permits	300	200	200	200
Reimbursement for Services	761	-	600	-
Miscellaneous Income	12,644	12,000	12,000	12,000
Contributed Capital	-	-	-	-
Surplus Property Sales	-	5,000	7,500	5,000
Proceeds from Lease	66,747	68,000	68,000	68,000
ENERNOC Agreement	24,666	20,000	20,000	7,000
Backflow Device Fee	-	-	4,000	4,000
Reimbursements	-	-	-	-
Reimbursements from insurance	-	-	-	-
Gain on Sale of Bonds	-	-	-	-
Total Other Revenue	\$ 431,957	\$ 455,200	\$ 412,300	\$ 446,200
Interest Income				
Interest income	1,703	2,100	4,700	2,100
Interest income-Investments	3,557	12,000	1,000	12,000
Interest Income-Texpool Reserve	-	-	-	-
Int-Rev Bond Reserve	638	-	-	-
Interest Income-CD	-	-	-	-
Interest income-Texstar	397	500	3,000	500
Total Investment Earnings	\$ 6,295	\$ 14,600	\$ 8,700	\$ 14,600
TOTAL REVENUES	\$ 28,735,842	\$ 34,843,300	\$ 34,703,500	\$ 35,241,800

Utility Fund Payment to General Fund

General Fund Overhead Departments	FY 2017 Proposed Budget	Allocation Basis	Allocation Percent	Amount of Allocation
City Council	\$ 159,770	Utility Fund share of FY 2017 Proposed Budget	25.5%	\$ 41,000
City Manager	\$ 452,073		25.5%	\$ 115,000
City Secretary	\$ 383,303		25.5%	\$ 98,000
City Auditor	\$ 112,785		25.5%	\$ 29,000
City Attorney	\$ 584,037		25.5%	\$ 149,000
Accounting	\$ 2,103,656		25.5%	\$ 537,000
Purchasing	\$ 347,888		25.5%	\$ 89,000
Information Technology	\$ 2,624,122		25.5%	\$ 670,000
Planning	\$ 1,118,965		25.5%	\$ 285,000
Communications Office	\$ 468,545		25.5%	\$ 120,000
Human Resources	\$ 899,488	# of Utility Fund Employees / total Employees	14.8%	\$ 133,000
Facilities Maintenance	\$ 1,331,772	Square Footage of Utility Fund Facilities	10.6%	\$ 141,000
Public Works Administration	\$ 458,457	Utility Fund share of Public Works Administration	50.0%	\$ 229,000
Engineering	\$ 1,802,079	Utility Fund share of FY 2017 Capital Improvement Plan	37.5%	\$ 676,000
Total Support Budget	\$ 12,846,940			\$ 3,312,000

BASED ON FY 2017 Proposed Budget

General Fund Operating Budget	\$ 62,947,223
Debt Service Fund Budget	\$ 11,353,341
Utility Fund Operating Budget	\$ 35,165,366
Special Revenue Funds Operating Budget	\$ 3,467,835
Total Major Operating Budgets	\$ 112,933,765

Utility Fund as Percent of Total Operating Budget **31.1%**

Used Utility Fund as Percent of Total Operating Budget **25.5%**

of Utility Fund Employees / Total Employees

FY 17 Proposed Number of Utility Fund Employees	86.50
FY 17 Proposed Total Employees	584.75

of Utility Fund Employees / Total Employees **14.8%**

Square Footage of Utility Fund Facilities

Total Utility Fund Facilities	34,711
Total Square Footage	326,007

of Utility Fund Employees / Total Employees **10.6%**

Utility Fund share of Public Works Administration

50/50 split **50.0%**

Utility Fund share of FY 2017 Capital Improvement Plan

FY2017 CIP	70,236,686
Tax Supported	38,728,462
Revenue Supported	31,508,224

Utility Fund as Percent of Total Operating Budget **44.9%**

Used Prior Year (FY16) Utility Fund as Percent of Total Operating Budget **37.5%**

**FY 2017 PROPOSED BUDGET
CITY OF LEAGUE CITY POSITIONS**

	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED ADOPTED
GENERAL FUND				
CITY COUNCIL				
City Council	8.00	8.00	8.00	8.00
TOTAL	8.00	8.00	8.00	8.00
CITY MANAGER				
City Manager	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	0.75
TOTAL	3.00	3.00	3.00	2.75
CITY SECRETARY				
City Secretary	1.00	1.00	1.00	1.00
Senior Records Specialist	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	4.00	4.00	4.00	4.00
CITY ATTORNEY				
City Attorney	1.00	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00	1.00
Executive Assistant	0.50	0.50	0.50	0.00
Executive Secretary	0.00	0.00	0.00	0.25
TOTAL	2.50	2.50	2.50	2.25
CITY AUDITOR				
Internal Auditor	1.00	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00	1.00
INFORMATION TECHNOLOGY				
Director IT	1.00	1.00	1.00	1.00
Information Technology Manager	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00
Information Technology Specialist	5.00	5.00	5.00	5.00
Information Technology System Analyst	1.00	1.00	1.00	1.00
TOTAL	9.00	9.00	9.00	9.00
COMMUNICATIONS OFFICE				
Director of Communications and Media Relations	1.00	1.00	1.00	1.00
Communication Specialist	2.00	1.00	1.00	1.35
Communications Coordinator	0.00	1.00	1.00	1.00
TOTAL	3.00	3.00	3.00	3.35
HUMAN RESOURCES				
Director of Human Resources	1.00	1.00	1.00	1.00
Senior Human Resources Generalist	2.00	1.00	1.00	1.00
Human Resources Generalist	0.00	1.00	1.00	1.00
Senior Human Resources Specialist	1.00	1.00	1.00	1.00
Office Support Assistant	1.00	1.00	1.00	1.00
Human Resources Coordinator	2.00	2.00	2.00	2.00
TOTAL	7.00	7.00	7.00	7.00
ECONOMIC DEVELOPMENT				
Director of Economic Development	1.00	1.00	1.00	1.00
Economic Development Specialist	0.00	1.00	0.00	0.00
Economic Development Administrator	1.00	0.00	1.00	1.00
TOTAL	2.00	2.00	2.00	2.00

	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED ADOPTED
ACCOUNTING				
Director of Finance	1.00	0.00	0.00	0.00
Assistant City Manager / Finance Director	0.00	1.00	1.00	1.00
Assistant Director of Finance	0.00	1.00	1.00	1.00
Controller	1.00	0.00	0.00	0.00
Budget & Financial Planning Manager	0.00	1.00	1.00	1.00
Budget Manager	1.00	0.00	0.00	0.00
Senior Financial Analyst	0.00	1.00	1.00	1.00
Financial Analyst	0.00	1.00	1.00	1.00
Budget Analyst	1.00	0.00	0.00	0.00
Grants & CIP Administrator	0.00	1.00	1.00	1.00
CIP Project Administrator	1.00	0.00	0.00	0.00
Accounting Manager	1.00	1.00	1.00	1.00
A/R Supervisor	0.00	0.50	0.50	0.50
Tax / Revenue Supervisor	0.50	0.00	0.00	0.00
Senior Accountant	2.00	2.00	1.00	1.00
Accountant II	0.00	0.00	1.00	1.00
Accountant	2.00	2.00	2.00	2.00
Accounts Payable Specialist	2.00	2.00	2.00	2.00
Accounting Technician	0.00	1.00	1.00	1.00
Executive Assistant	0.50	0.50	0.50	0.50
TOTAL	13.00	15.00	15.00	15.00
MUNICIPAL COURT				
Part-Time Municipal Court Judge	1.00	1.00	1.00	1.00
Court Administrator	1.00	1.00	1.00	1.00
Senior Deputy Court Clerk	1.00	1.00	1.00	1.00
Deputy Court Clerk	4.00	4.00	4.00	4.00
Warrant Coordinator	1.00	1.00	1.00	1.00
Warrant Officer	1.00	1.00	1.00	0.67
TOTAL	9.00	9.00	9.00	8.67
PURCHASING				
Purchasing Manager	1.00	1.00	1.00	1.00
Contract Administrator	1.00	1.00	1.00	1.00
Buyer	1.00	1.00	1.00	2.00
TOTAL	3.00	3.00	3.00	4.00

	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED ADOPTED
POLICE				
Chief of Police	1.00	1.00	1.00	1.00
Assistant Chief of Police	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00
Lieutenant	7.00	7.00	7.00	9.00
Sergeant	16.00	16.00	16.00	16.00
Police Officer	94.00	94.00	94.00	94.00
Support Services Bureau Manager	1.00	1.00	0.00	0.00
Support Services Bureau Commander	0.00	0.00	1.00	1.00
Crime Victims Advocate	1.00	1.00	1.00	1.00
GRID Consortium Officer	0.00	0.00	0.00	0.15
Alcohol Breath Technician Supervisor	1.00	1.00	1.00	1.00
Communications Manager	1.00	1.00	1.00	1.00
Lead Telecommunicators	4.00	4.00	4.00	4.00
Telecommunicator	16.00	16.00	16.00	16.00
Evidence/Forensic Lab Manager	0.00	0.00	1.00	1.00
Forensic Specialist	1.00	1.00	0.00	0.00
Evidence Technician II	0.00	0.00	1.00	1.00
Evidence Technician	2.00	2.00	1.00	1.00
Lead Detention Officer	1.00	0.00	0.00	0.00
Detention Officer	12.00	12.00	12.00	12.00
Records Supervisor	1.00	1.00	1.00	1.00
Records Technician	0.00	3.00	0.00	0.00
Records Specialist	2.00	0.00	3.00	3.00
Office Support Specialist	3.00	3.00	3.00	3.00
Executive Secretary	0.00	1.00	0.00	0.00
Executive Assistant	1.00	0.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00
Courier	1.00	1.00	1.00	1.00
TOTAL	171.00	171.00	171.00	173.15
ANIMAL CONTROL				
Animal Services Manager	1.00	1.00	1.00	1.00
Animal Control Supervisor	1.00	1.00	1.00	1.00
Animal Control Officer	4.00	4.00	4.00	4.00
Office Support Assistant	1.00	1.00	1.00	1.00
Kennel Worker	2.00	2.00	2.00	2.00
Community Outreach/Volunteer Coordinator	1.00	1.00	1.00	1.00
TOTAL	10.00	10.00	10.00	10.00
FIRE DEPARTMENT				
Fire Chief	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	2.00	2.00	2.00	2.00
FIRE MARSHAL				
Fire Marshal	1.00	1.00	0.00	0.00
Asst Fire Chief/Fire Marshal	0.00	0.00	1.00	1.00
Deputy Fire Marshal	2.00	2.00	5.00	5.00
Senior Fire Inspector	1.00	1.00	0.00	0.00
Fire Inspector	2.00	2.00	0.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	7.00	7.00	7.00	7.00

	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED ADOPTED
EMERGENCY MEDICAL SERVICES				
EMS Chief	1.00	1.00	1.00	1.00
Assistant Chief of Operations	0.00	1.00	0.00	0.00
Assistant Chief of Administration	0.00	1.00	0.00	0.00
EMS Assistant Chief	2.00	0.00	2.00	2.00
Medical Supervisor	3.00	3.00	3.00	3.00
Senior Paramedic	4.00	4.00	4.00	4.00
Paramedic FTO	1.00	1.00	1.00	1.00
Paramedic	7.00	6.00	6.00	6.00
Paramedic Trainee	1.00	1.00	1.00	1.00
EMT	6.00	7.00	7.00	7.00
Paramedic P/T (6 Shifts/Week)	4.00	4.00	4.00	4.00
Administrative Assistant	1.00	1.00	1.00	1.00
EMS Training Officer	1.00	1.00	1.00	1.00
TOTAL	31.00	31.00	31.00	31.00
EMERGENCY MANAGEMENT				
Emergency Management Coordinator	1.00	1.00	1.00	1.00
Assistant Emergency Mgmt Coord.	1.00	1.00	1.00	1.00
TOTAL	2.00	2.00	2.00	2.00
PUBLIC WORKS ADMINISTRATION				
Deputy City Manager	1.00	0.00	1.00	1.00
Asst. City Mngr. for Public Works/Deputy City Manager	0.00	1.00	0.00	0.00
Director of Public Works	0.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
TOTAL	2.00	3.00	3.00	3.00
ENGINEERING				
Director of Engineering	1.00	1.00	1.00	1.00
Assistant Director of Engineering	1.00	1.00	1.00	1.00
Senior Civil Engineer	1.00	1.00	1.00	1.00
Assistant City Engineer	1.00	0.00	0.00	0.00
Assistant City Engineer/Traffic	0.00	1.00	1.00	1.00
Construction Project Manager	2.00	2.00	2.00	2.00
Senior Project Manager	1.00	1.00	1.00	1.00
Engineer Project Manager	0.00	1.00	1.00	2.00
Project Technician	0.00	1.00	1.00	1.00
Construction Inspector	3.00	3.00	3.00	4.00
Traffic Design Coordinator	0.00	1.00	1.00	0.00
CADD Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	1.00	1.00	1.00
TOTAL	13.00	15.00	15.00	16.00

	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED ADOPTED
STREETS & TRAFFIC				
Public Works Manager	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Office Support Specialist	1.00	0.00	0.00	0.00
Office Support Assistant	0.00	1.00	1.00	1.00
Public Works Supervisor	3.00	3.00	3.00	3.00
General Maintenance Operator	1.00	1.00	1.00	1.00
Senior Tree Trimmer	1.00	1.00	1.00	1.00
Heavy Equipment Operator	8.00	8.00	8.00	8.00
Public Service Technician	4.00	5.00	5.00	5.00
Equipment Operator	8.00	8.00	8.00	8.00
Maintenance Worker	11.00	12.00	12.00	12.00
Senior Sign Technician	1.00	1.00	1.00	1.00
Sign Technician	2.00	1.00	1.00	1.00
Traffic Maintenance Supervisor	1.00	1.00	1.00	1.00
Traffic Technician III	0.00	1.00	1.00	1.00
Traffic Technician II	1.00	1.00	1.00	1.00
Traffic Technician	2.00	0.00	0.00	0.00
Traffic Design Coordinator	1.00	0.00	0.00	0.00
TOTAL	47.00	46.00	46.00	46.00
FACILITIES MAINTENANCE				
Building Maintenance Supervisor	1.00	1.00	1.00	1.00
Building Maintenance Technician	2.00	2.00	2.00	2.00
Facility Maintenance Coordinator	1.00	1.00	1.00	1.00
Facility Maintenance Technician	1.00	1.00	1.00	1.00
HVAC Specialist	1.00	1.00	1.00	1.00
TOTAL	6.00	6.00	6.00	6.00
PLANNING				
Director of Planning & Development	1.00	1.00	1.00	1.00
Assistant Director Planning & Development/City Planner	0.00	1.00	1.00	1.00
City Planner	1.00	0.00	0.00	0.00
Planning Manager	0.00	1.00	1.00	1.00
Senior Planner	2.00	1.00	2.00	2.00
Planner	2.00	2.00	2.00	2.00
Long-Range Planning Specialist	1.00	1.00	0.00	0.00
Planning Technician	0.00	1.00	0.00	0.00
Planning Assistant	1.00	0.00	1.00	1.00
Arborist	1.00	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00
GIS Technician	1.00	1.00	1.00	1.00
TOTAL	11.00	11.00	11.00	11.00
BUILDING				
Building Official	1.00	1.00	1.00	1.00
Plan Reviewer	2.00	2.00	2.00	2.00
Building Inspector III	1.00	1.00	1.00	1.00
Building Inspector II	3.00	2.00	2.00	2.00
Building Inspector I	4.00	6.00	6.00	6.00
Office Support Specialist	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	14.00	15.00	15.00	15.00

	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED ADOPTED
NEIGHBORHOOD SERVICES				
Neighborhood Services Manager	1.00	1.00	1.00	1.00
Senior Code Compliance Officer	1.00	1.00	1.00	1.00
Code Compliance Officer	4.00	4.00	4.00	4.00
Floodplain/Stormwater Coordinator	1.00	1.00	1.00	1.00
TOTAL	7.00	7.00	7.00	7.00
HELEN HALL LIBRARY				
City Librarian	1.00	1.00	1.00	1.00
Assistant City Librarian - Public Serv.	1.00	1.00	1.00	1.00
Office Support Specialist	1.00	0.00	0.00	0.00
Office Support Assistant	0.00	1.00	1.00	1.00
Part-Time Office Support Assistant	0.50	0.50	0.50	0.50
Senior Librarian	3.00	3.00	3.00	3.00
Senior Assistant Librarian	3.00	2.00	2.00	2.00
Part-Time Senior Assistant Librarian	1.00	1.00	1.00	1.00
Librarian	4.00	5.00	5.00	5.00
Technical Service Clerk	4.00	4.00	4.00	4.00
Circulation Desk Supervisor	0.00	1.00	1.00	1.00
Circulation Clerk	4.00	3.00	3.00	3.00
Part-Time Circulation Clerk	3.00	3.00	3.00	3.00
Part-Time Library Page	3.50	4.50	4.50	4.50
Circulation Summer Assistant	0.40	0.40	0.40	0.40
Youth Services Summer Assistant	0.40	0.40	0.40	0.40
Children's Summer Assistant	0.20	0.20	0.20	0.20
TOTAL	30.00	31.00	31.00	31.00
CIVIC CENTER COORDINATOR				
Civic Center Coordinator	1.00	1.00	1.00	1.00
Senior Custodian	1.00	1.00	1.00	1.00
Custodian	3.00	3.00	3.00	3.00
Part-Time Custodian	1.00	1.00	1.00	1.00
TOTAL	6.00	6.00	6.00	6.00
PARK OPERATIONS				
Director of Parks & Cultural Services	1.00	1.00	1.00	1.00
Parks Operation Superintendent	1.00	1.00	1.00	1.00
Park Maintenance Supervisor	1.00	1.00	1.00	1.00
Park Coordinator	1.00	1.00	1.00	1.00
Senior Park Maintenance Worker	2.00	2.00	2.00	1.00
Park Maintenance Crew Leader	3.00	3.00	3.00	3.00
Park Maintenance Worker	13.00	13.00	13.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	23.00	23.00	23.00	23.00

	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED ADOPTED
PARK RECREATION				
Parks Recreation Superintendent	1.00	1.00	1.00	1.00
Senior Office Support Specialist	1.00	1.00	1.00	1.00
Recreation Specialist	2.00	2.00	2.00	2.00
Part-Time Recreation Specialist	0.50	0.50	0.50	0.50
Part-Time Recreation Aide	2.50	2.50	2.75	2.75
Recreation Aide (Seasonal)	0.50	0.50	0.75	0.75
Pool Manager (Seasonal)	0.25	0.25	0.25	0.25
Head Water Safety Instructor (Seasonal)	0.25	0.25	0.00	0.00
Concession Operator (Seasonal)	0.50	0.50	0.00	0.00
Water Safety Instructor (Seasonal)	1.25	1.25	0.00	0.00
Lifeguards (Seasonal)	1.75	1.75	3.00	3.00
Assistant Camp Director (Seasonal)	0.25	0.25	0.00	0.00
Bus Driver / Camp Counselor (Seasonal)	0.25	0.25	0.00	0.00
Camp Counselor (Seasonal)	2.50	2.50	0.00	0.00
TOTAL	14.50	14.50	11.25	11.25
UTILITY FUND				
UTILITY BILLING				
Utility Billing Manager	1.00	1.00	1.00	1.00
Revenue Supervisor	0.50	0.00	0.00	0.00
Accounts Receivable Supervisor	0.00	0.50	0.50	0.50
Senior Utility Account Representative	0.00	0.00	1.00	1.00
Accounts Receivable Clerk	3.00	2.00	0.00	0.00
Accounts Receivable Specialist	0.00	0.00	2.00	2.00
Utility Billing Representative	5.00	5.00	4.00	4.00
Lead Customer Service Technician	1.00	1.00	1.00	1.00
Customer Service Technician	2.00	2.00	2.00	2.00
TOTAL	12.50	11.50	11.50	11.50
WATER PRODUCTION				
Water Superintendent	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Water Production Supervisor	2.00	2.00	2.00	2.00
Water Quality Supervisor	1.00	1.00	1.00	1.00
Senior Water Production Operator	1.00	1.00	1.00	1.00
Senior Plant Operator	4.00	4.00	4.00	4.00
Water Quality Technician	1.00	1.00	1.00	1.00
Utility Operator Trainee	2.00	2.00	2.00	2.00
Utility Maintenance Technician Trainee	4.00	4.00	4.00	4.00
Administrative Assistant	1.00	1.00	1.00	1.00
Office Support Assistant	0.50	0.50	0.50	0.50
TOTAL	18.50	18.50	18.50	18.50
WASTEWATER				
Public Works Manager	1.00	1.00	1.00	1.00
Chief Plant Operator	2.00	2.00	2.00	2.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Lab Supv/Pre-treatment Coordinator	1.00	1.00	1.00	1.00
Pre-Treatment Technician	1.00	1.00	1.00	1.00
Instrumentation Specialist	1.00	1.00	1.00	1.00
Senior Plant Operator	5.00	5.00	5.00	5.00
Plant Operator	1.00	1.00	1.00	1.00
Utility Maintenance Technician	3.00	3.00	3.00	3.00
Utility Operator Trainee	5.00	5.00	5.00	5.00
Administrative Assistant	1.00	1.00	1.00	1.00
Office Support Assistant	0.50	0.50	0.50	0.50
TOTAL	22.50	22.50	22.50	22.50

	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ESTIMATE	FY 2017 PROPOSED ADOPTED
LINE REPAIR				
Utility Maintenance Superintendent	1.00	1.00	1.00	1.00
Public Works Inspector	1.00	1.00	1.00	1.00
Utility Maintenance Supervisor	4.00	4.00	4.00	4.00
Inflow & Infiltration Technician	1.00	1.00	1.00	1.00
Senior Utility Maintenance Worker	5.00	5.00	5.00	5.00
Utility Maintenance Worker II	5.00	2.00	2.00	2.00
Utility Maintenance Worker I	5.00	5.00	5.00	5.00
Utility Maintenance Worker	0.00	14.00	12.00	12.00
Utility Maintenance Trainee	11.00	0.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
TOTAL	34.00	34.00	34.00	34.00
FLEET				
Fleet Manager	1.00	1.00	1.00	1.00
Fleet Coordinator	1.00	1.00	1.00	1.00
Shop Foreman	1.00	1.00	1.00	1.00
Senior Mechanic	5.00	5.00	5.00	5.00
Mechanics	1.00	1.00	1.00	1.00
TOTAL	9.00	9.00	9.00	9.00
EASTERN REGIONAL PARK				
PARK OPERATIONS				
Senior Parks Maintenance Worker	0.00	0.00	0.00	1.00
Park Maintenance Worker	2.00	2.00	2.00	2.00
TOTAL	2.00	2.00	2.00	3.00
PARK RECREATION				
Recreation Superintendent	0.00	1.00	0.00	0.00
Recreation Supervisor	1.00	1.00	1.00	1.00
Aquatics Supervisor	0.00	0.00	1.00	1.00
Recreation Specialist	1.00	1.00	1.00	1.00
Front Desk Attendant (P/T)	0.50	0.50	0.00	0.00
Recreation Aide (P/T)	0.50	0.50	1.00	1.00
Recreation Aide (Seasonal)	0.25	0.25	0.25	0.25
Pool Manager (Seasonal)	0.25	0.25	0.50	0.50
Lifeguards (Seasonal)	3.75	5.75	5.50	5.75
Assistant Camp Director (Seasonal)	0.00	0.00	0.25	0.25
Camp Counselor (Seasonal)	0.00	0.00	3.00	2.75
Custodian	2.00	2.00	2.00	2.00
TOTAL	9.25	12.25	15.50	15.50
SPECIAL REVENUE FUND				
PUBLIC SAFETY TECHNOLOGY FUND				
GRID Consortium	0.00	0.00	0.00	0.85
TOTAL	0.00	0.00	0.00	0.85
COURT BLDG SECURITY FUND				
Warrant Officer	0.00	0.00	0.00	0.33
TOTAL	0.00	0.00	0.00	0.33
HOTEL/MOTEL OCCUPANCY TAX FUND				
CVB Administrator	0.00	0.00	0.00	1.00
Communications Specialist	0.00	0.00	0.00	0.65
TOTAL	0.00	0.00	0.00	1.65
TOTAL ALL FUNDS	568.75	576.75	576.75	584.25



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May 9, 2016

**City Manager and Members of City Council
City of League City, Texas**

This letter introduces the City's Long Range Financial Forecast for FY 2017-21. The purpose of the forecast is to provide long-term context for annual decisions that will be made with the FY 2017 Budget and FY2017-2021 Capital Improvement Plan. With this forecast, we hope to advise City Council of prevailing economic conditions, the effect of our economic and operating environments on revenues and expenses, and options available for allocating funds in accordance with City Council goals and priorities.

Conditions and Considerations

League City continues to experience growth that is similar or better than growth taking place in the Houston area at large. Accordingly, this forecast projects an increase in population and factors related thereto at approximately 3%. New home construction is the key indicator of growth in League City. Although strong, the growth the City experienced in new home construction in 2015 has slowed slightly in the first half of 2016. This forecast assumes a steady, conservative growth rate of 950 homes per year over the forecast period.

As the City continues to grow, demand for basic services will also grow. This forecast projects that our population, currently estimated at 100,053 in FY 2016, will be 115,600 in FY 2021. While the City will face increasing demand for service as a result of continued growth, we have projected limited increase in operating costs. Staff will continue to work toward identifying and implementing operating efficiencies and maximizing the existing dollars available.

The Capital Improvement Program (CIP) is the driver of the debt and related debt service burden. While the growth of the community increases the demand for infrastructure, staff continues to review the CIP in an effort to maximize our efforts and focus available funding to provide the most immediate impact on the community. Based upon information presented to the City Council in February of this year, increased funding for reinvestment in infrastructure is included as well.

**Basis for FY 2017 Budget**

Based upon conservative assumptions, and very limited expenditure growth, the baseline forecast anticipates \$3.3 million in revenues over expenditures in the General Fund for FY2017. In order to address the City's ageing infrastructure, as much as \$24.6 million is needed on an annual basis for capital reinvestment. As we incorporate this cost into the General Fund projection, significant funding shortfalls are evident. This projection does reflect that over time the funding gap, while not attainable with current revenue resources, does narrow. Economic development is a leading priority of the City Council and along with new revenue sources under review could produce the additional revenue required to fill this funding gap over time.

The Utility Fund, while reducing balance in recent years, does continue to maintain fund balance in excess of policy requirements. The revenue projections are based upon the performance of rate adjustments implemented this fiscal year. The full impact of those adjustments will not be measured until this summer. Based on these assumptions, the forecast anticipates \$6 million in excess reserves in FY2017. This additional funding will help secure the financial stability of the fund while providing funding toward the \$161.42 million in capital projects outlined in the FY2016-2020 CIP.

We look forward to working with the Council to develop a sustainable financial plan for FY 2017 and into the future.

Sincerely,

Rebecca Underhill

Assistant City Manager/Director of Finance

LONG RANGE FINANCIAL FORECAST REVENUE SUMMARY

Revenue Overview

The City's major revenue sources include property taxes, water and wastewater revenue, and sales taxes. Each of these revenue sources are driven by the growth of the local economy and the City's population. This is also true of a number of the City's other revenue sources including fees and charges for service, franchise taxes, and licenses and permits. The revenue projections presented in the forecast use summary categories of City revenue. These projections are based on an analysis of at least 10 years of historical trends for each revenue category, as well as the effects of current economic conditions and projected economic activity. The chart below details the City's major revenues which are expected to grow as driven by the expected growth in the local economy and populations.

MAJOR REVENUE PROJECTIONS (\$THOUSANDS)

Revenue Source	FY 2016 Estimate	FY 2017 Forecast	FY 2018 Forecast	FY 2019 Forecast	FY 2020 Forecast	FY 2021 Forecast
Property Tax	\$37,277.50	\$39,085.50	\$40,981.10	\$42,968.70	\$45,052.70	\$47,237.70
Water & Wastewater Revenue	\$33,384.50	\$34,422.76	\$35,462.33	\$36,501.38	\$37,541.67	\$38,581.58
Sales Tax	\$15,990.00	\$17,237.22	\$18,581.72	\$20,031.09	\$21,593.52	\$23,277.81
Electricity Franchise	\$3,150.00	\$3,247.97	\$3,346.06	\$3,444.10	\$3,542.26	\$3,640.38
Cable TV Franchise	\$1,150.00	\$1,185.77	\$1,221.58	\$1,257.37	\$1,293.21	\$1,329.03
Other Franchise Taxes	\$899.00	\$915.14	\$931.31	\$947.46	\$963.64	\$979.81
Charges for Service	\$6,429.35	\$6,613.74	\$6,798.37	\$6,982.91	\$7,167.66	\$7,352.34
Fines and Forfeits	\$1,870.00	\$1,928.16	\$1,986.39	\$2,044.59	\$2,102.86	\$2,161.11
Licenses and Permits	\$3,106.20	\$3,176.33	\$3,246.55	\$3,316.73	\$3,387.00	\$3,457.24
Total	\$103,257	\$107,813	\$112,555	\$117,494	\$122,645	\$128,017

Property Taxes

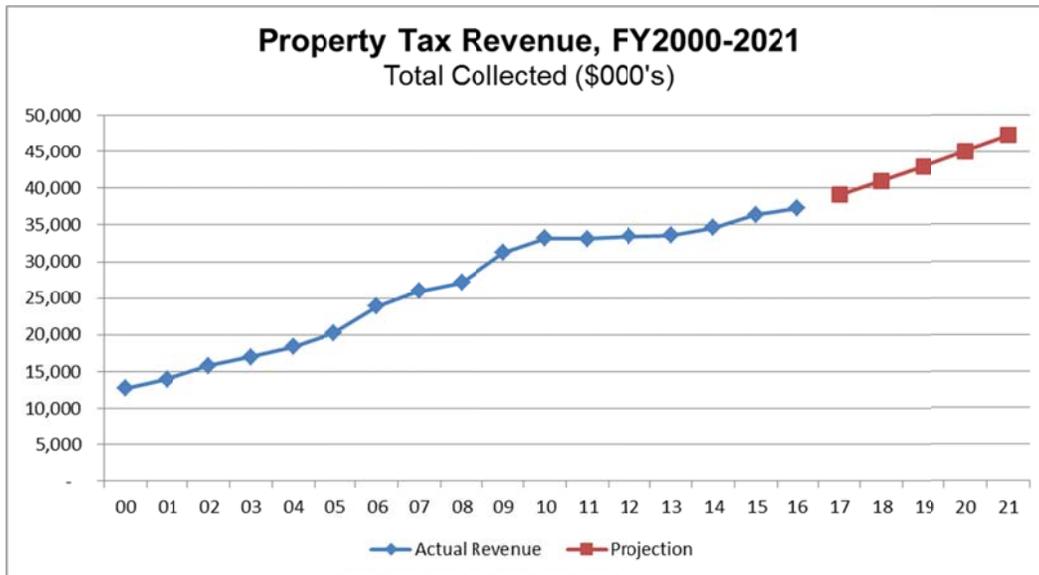
Property taxes, the City's largest revenue source, are based on the tax rate adopted annually by City Council as applied to the certified property rolls prepared by the Galveston and Harris County appraisal districts (GCAD and HCAD, respectively). The rate is composed of two parts; the first to support general city operations through the General Fund and the second part to pay principal and interest on tax supported bonds through the Debt Service Fund. Revenue is deposited accordingly.

PROPERTY TAX RATES, FY09-FY16 TOTAL LEVIED AT \$100 PER TAXABLE VALUE

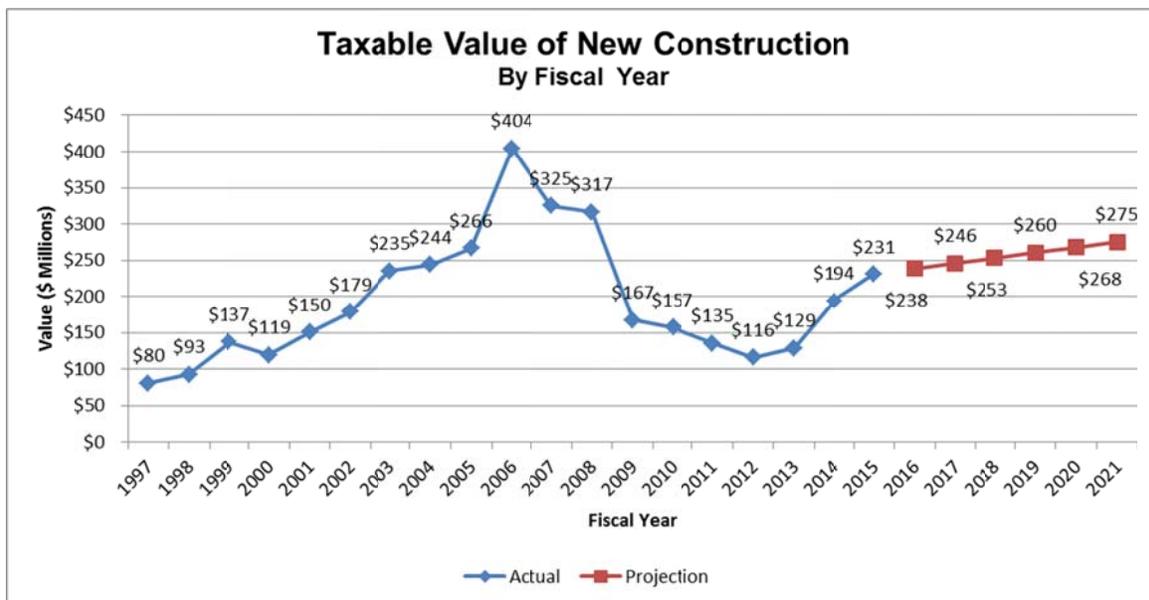
	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16
General Fund (M&O)	\$0.413932	\$0.408871	\$0.396729	\$0.385001	\$0.375000	\$0.380000	\$0.400206	\$0.400992
Debt Service Fund (I&S)	\$0.216068	\$0.221129	\$0.219271	\$0.224999	\$0.222000	\$0.217000	\$0.196794	\$0.172508
Total Tax Rate	\$0.630000	\$0.630000	\$0.616000	\$0.610000	\$0.597000	\$0.597000	\$0.597000	\$0.573500

As shown in the graph on the following page, while total property tax revenue grew rapidly from 2000-2009, this important revenue source has been relatively flat for five fiscal years, FY2010-2014. This is due to the combined effect of successive tax rate cuts in FY2011, FY2012 and FY2013, and increased

homestead exemptions in FY2014, FY2015 and FY2016. Assuming a constant total tax rate of \$0.5735 per \$100 of taxable value, this forecast projects property tax revenue to grow by 4.85% each year from FY2017-2021.

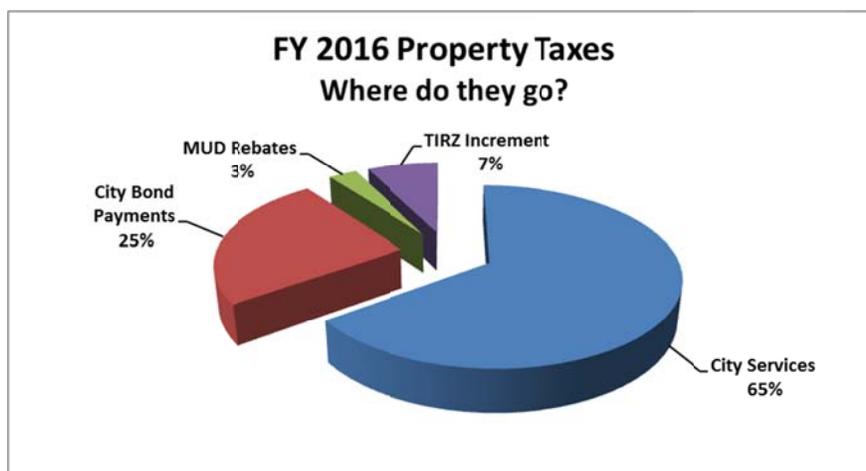


The estimates of new construction used to project the revenue growth shown in the graph below are based on the number of new homes built each year and minimal amounts for new construction of multifamily and commercial properties. Significant commercial and multifamily properties are projected to be built over the next several years that are **not** included in this forecast.



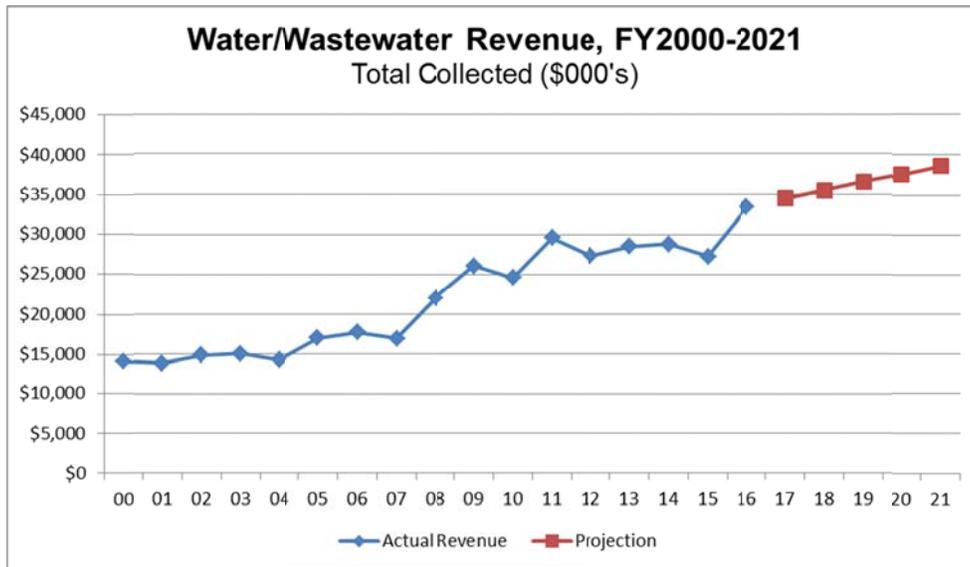
A major goal of the City is to achieve diversification of its taxable properties through selective use of economic development incentives and supportive policies that encourage businesses to locate and/or remain in League City. Conservative long-term revenue estimates can remain the basis for projected financing of core services. Additional growth can be viewed as the funding source for enhanced services and capital improvement funding.

Property taxes collected by the City are not used strictly for City operations or City issued debt service. The pie chart below illustrates that 10% of total property tax revenue goes to in-city Municipal Utility Districts (MUDs) and Tax Increment Reinvestment Zones (TIRZs) combined. During the five-year forecast period, this percentage of property tax revenue going to MUDs and TIRZs is projected to drop to approximately 4%. This reduction in share of property tax revenue going to MUD's and TIRZ's is largely due to the dissolution of MUDs from FY2016 to FY2018.

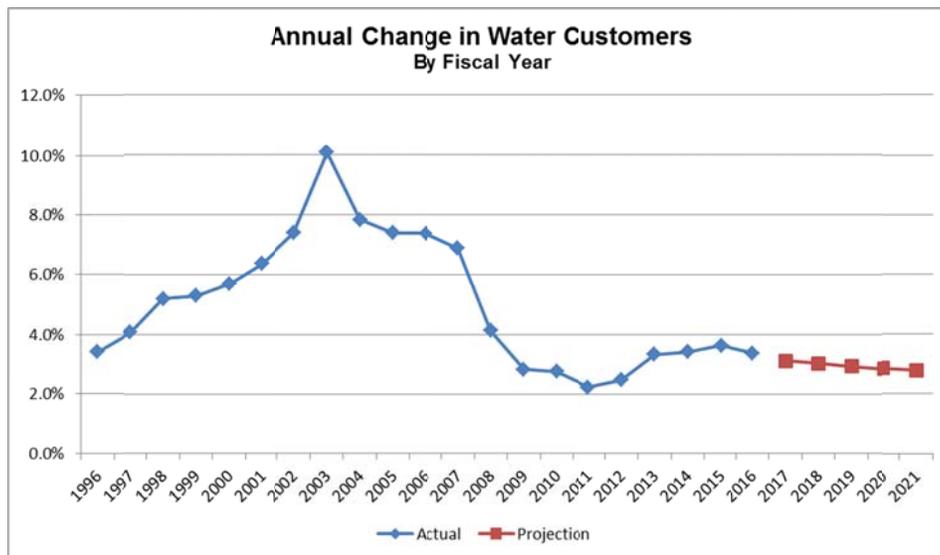


Water and Wastewater Revenue

The City's second largest revenue source comes from monthly payments by the City's 31,965 water system customers. While the number of customers has grown at a steady pace during the last 10 years, the last two years have been relatively "wet" and inhibited revenue growth. Rainfall or the lack thereof and the impact this has on water consumption, particularly during hot, dry summer months makes this the most volatile revenue source.



The water revenue projection in this forecast: (1) is based on a “normal” or average climatic year in every year of the five year forecast, (2) assumes the total number of water customers will grow at the same rate as new homes through FY2021, and (3) includes impact of new water and sewer rate increase November 1, 2015. As detailed in the graph below, while total water customers are expected to grow each year, the rate of growth is expected to slow slightly as we get closer to FY2021.

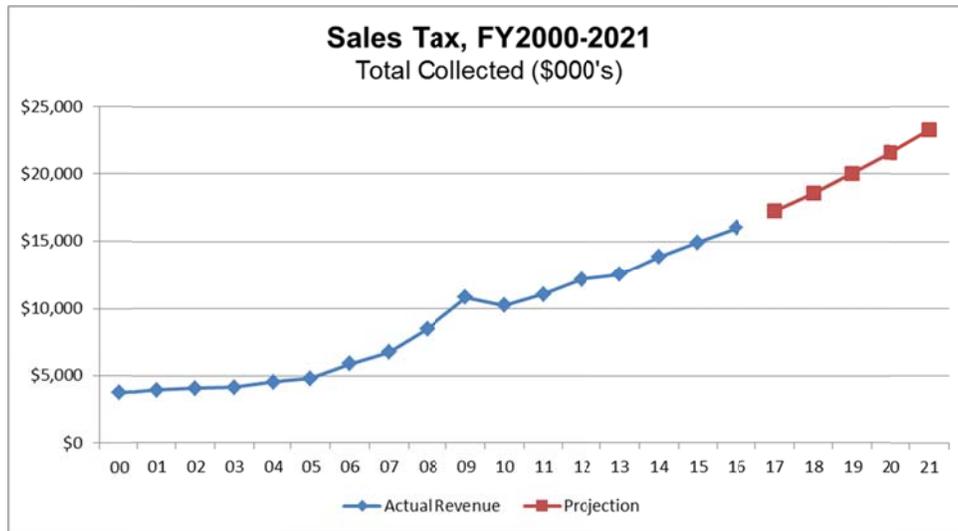


Sales Taxes

The City sales tax, which provides the City’s third largest revenue source, is 1.75% on taxable items. Of this amount, 0.25% goes to the City’s 4B economic development corporation to promote and develop amateur athletics. The remaining 1.5% goes into the City’s General Fund. The local sales tax cap is 2.0%, leaving 0.25% available for voter authorization in accordance with state law.

Sales taxes can be extremely volatile even in stable economic times, making it especially difficult to project revenue from this large, important source. Even with the volatility of this revenue source, League

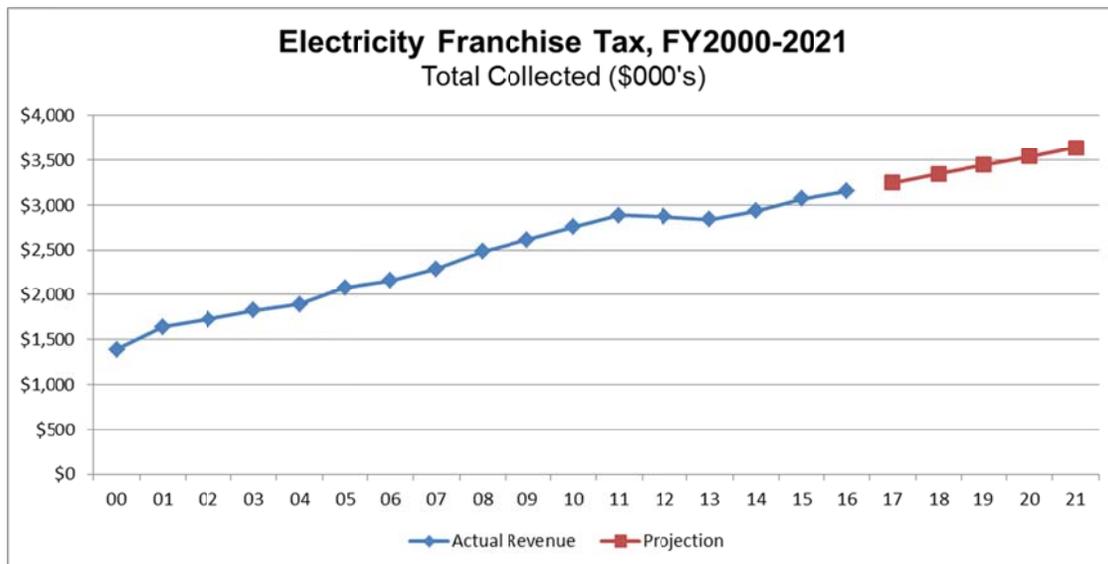
City's sales tax increased 46% from \$10.2 million in FY2010 to \$14.9 million in FY2015. The sales tax projections in the Forecast are based on a 7.8% annual growth rate, which is the average annual growth rate for FY2011 through FY2015 as of March. Year to date growth is 10.22%.



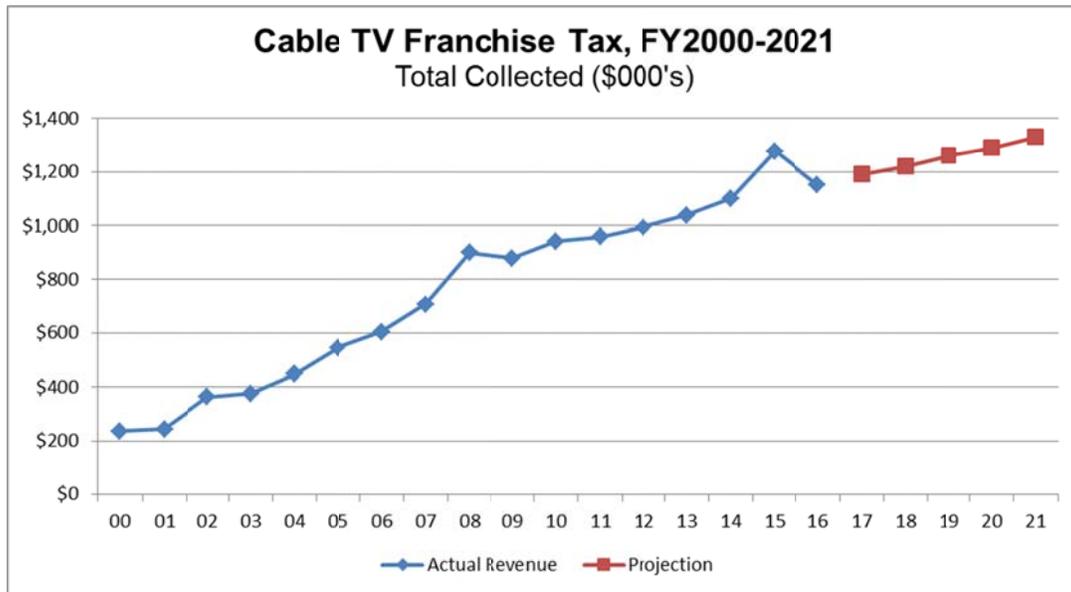
Franchise & Other Taxes

These revenue sources are accounted for as part of the General Fund and include electricity; natural gas, cable television, and telephone franchise taxes as well as mixed beverage taxes.

Electricity franchise taxes, the largest of this group of revenues is estimated to bring in \$3.15 million in the current fiscal year, FY2016. The forecast assumes a 2.8% growth as based on anticipated new construction in FY2017-2021.



Cable TV franchise taxes, the second largest of this group of revenues at \$1.15 million estimated to be received in FY2016 is also projected using anticipated new construction in FY2017-2021.



Telephone franchise taxes are held constant through the forecast period because of the increasing reliance on cellular technology in lieu of land lines, and the assumption that this trend will be offset by the City's growth. Natural Gas franchise taxes and mixed beverage taxes are projected at the general rate of growth projected for League City.

Remaining Revenue Categories are projected in the forecast as follows:

Licenses and Permits: Construction permit revenue comprises 73% of this category, and is tied to the dollar value of new construction projected for the forecast period. The remaining licenses and permits are projected to remain flat.

Grant revenue and expenditures are held flat. Individual grants would be incorporated into budgeted operations as they are received.

Charges for Service: General population growth rate. This category includes garbage fees, ambulance fees and park recreation fees.

Fines and Forfeits: General population growth rate.

Investment Earnings are expected to remain at the current level of 0.5% through FY2016 and then increase gradually beginning in FY2017 recovering to 1.5% in FY2021.

Miscellaneous revenue is projected at FY2016 levels.

LONG RANGE FINANCIAL FORECAST EXPENDITURE OVERVIEW

Baseline Forecast Methodology

Expenditures are forecasted for the City's three major funds: General, Utility and Debt Service. The baseline forecast presented herein includes expenditures already approved by and/or committed to by the City Council. Rising costs due to inflation, population growth and/or interest rates are also anticipated and included in this forecast through growth factors applied to each forecast category.

EXPENDITURE GROWTH ASSUMPTIONS

EXPENDITURE CATEGORY	EXPLANATION	FY 2017 FORECAST	FY 2018 FORECAST	FY 2019 FORECAST	FY 2020 FORECAST	FY 2021 FORECAST
Personnel Services						
Salaries	Based on 5 year trend analysis	2.20%	2.20%	2.20%	2.20%	2.20%
Step Increases - Civil Service	Based on 5 year trend analysis	1.00%	1.00%	1.00%	1.00%	1.00%
Social Security	Fixed by federal law (FICA)	7.65%	7.65%	7.65%	7.65%	7.65%
Pension Contribution Rates	Fixed by state law and local ordinance including phase-in rate	15.31%	15.32%	15.33%	15.33%	15.34%
Health and Life Insurance	Medical CPI	4.52%	4.52%	4.52%	4.52%	4.52%
Supplies						
Energy Supplies	Energy CPI	0.00%	1.95%	1.95%	1.95%	1.95%
General Supplies	Core CPI.	1.95%	1.95%	1.95%	1.95%	1.95%
Maintenance Supplies	Influenced by Core CPI and Energy CPI.	0.98%	1.95%	1.95%	1.95%	1.95%
Small Capital	Core CPI.	1.95%	1.95%	1.95%	1.95%	1.95%
Services						
Maintenance Services	Core CPI.	1.95%	1.95%	1.95%	1.95%	1.95%
Vehicle Maintenance	Core CPI	1.95%	1.95%	1.95%	1.95%	1.95%
Office Services	Core CPI.	1.95%	1.95%	1.95%	1.95%	1.95%
Other Services	Core CPI.	1.95%	1.95%	1.95%	1.95%	1.95%
Professional Services	Core CPI.	1.95%	1.95%	1.95%	1.95%	1.95%
Utilities	Reflects electricity contract price for 2017; then energy CPI	0.00%	-12.08%	0.00%	0.00%	0.00%
Utilities for water services	Population plus energy CPI	3.11%	4.97%	4.88%	4.80%	4.72%
Refuse pickup services	Population plus contract price increases in FY 17	3.11%	4.00%	4.88%	4.80%	4.72%
Water Purchases	Population plus core CPI	5.06%	4.97%	4.88%	4.80%	4.72%
Capital Outlay						
Motor Pool Replacement	Core CPI.	1.95%	1.95%	1.95%	1.95%	1.95%
Vehicles and Equipment	Core CPI.	1.95%	1.95%	1.95%	1.95%	1.95%
Transfers						
General Fund to Project Fund						
TIRZ Increment						

The growth assumptions shown on the previous page are based on the core inflation rate from the consumer price index. Energy supplies are flat for FY2017 based on the current decrease in gasoline prices with 1.95% core inflation rate for FY2018-2021. Health care inflation is assumed to be 4.52% annually based on a five year average increase in the City of League City's healthcare cost. Vehicle maintenance and motor pool replacement costs charged to the General and Utility Funds are based on estimated increases in Motor Pool Fund expenditures using core inflation.

Based on information provided by TMRS, the City's total contribution rate will rise gradually from its current 15.20% level to reach 15.34% in FY2021. The statutory maximum is now capped at 15.5% by virtue of Council action taken on December 11, 2012.

Baseline expenditures are forecast over the five years through the following process:

1. Combine line items into forecast categories (shown on the previous page) summarizing similar line items into a single category;
2. Convert the FY2016 Budget amount for each department and line item into summary amounts for the nineteen categories by department;
3. Adjust the FY2016 Budget by category into the FY2017 "Base" for the forecast by:
 - a. Adjusting personnel budgets to reflect twelve months of cost for current budgeted positions, incumbents' salaries and benefit levels; and
 - b. Reducing budgets by the amount of one-time or non-recurring items included in this year's budget.
4. Identify individual programs for which expenditures and revenues will have to be budgeted in a future year as the result of a commitment by City Council and/or a State or federal mandate.
5. Apply inflation and growth assumptions as displayed in the chart on the previous page.

The outcome of these projections and adjustments is discussed in each fund's narrative section of this Forecast.

Beyond Baseline

While the baseline forecast does not presume to predict or propose a course of action in staffing growth it does assume a 2.2% increase in pay raises based on merit. No new programs or expanded service levels are included, which in this rapidly growing City, is unrealistic.

Employee Salaries

On January 1, 2013 a performance pay program was implemented using a funding pool equal to 2% of salaries of eligible employees. This program considered each eligible employee's performance and current salary relative to the maximum for the employee's pay grade. This practice continued this current year, with a 3% merit increase on January 1, 2016. Based upon the trend, a 2.2% increase in salary cost is included in the forecast.

Capital Projects Funding

The base forecast projects annual general fund capital improvement funding of \$2 million. The general fund forecast is then amended to project the impact of an additional \$24.6 million in annual funding for asset reinvestment needs as outlined with City Council in February. For utility projects, the forecast is based on \$3 million of funding each year.

Debt Service Costs

Based on the FY 2016-2020 CIP, debt requirements for tax supported projects of \$80.2 million over the five year period are used in determining the forecast. Debt requirements are projected for revenue supported projects of \$104.3 million over the five year period.

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FY 2016-2017 PROPOSED BUDGET
Community Development Block Grant (CDBG)

FUND HIGHLIGHTS

The CDBG is used to assist the City in funding federally-eligible projects in low- to moderate-income neighborhoods and to assist social service agencies in serving low- to moderate-income individuals.

EXPENDITURE SUMMARY

	PY 2014/ FY 2015 ACTUAL	PY 2015/ FY 2016 AMENDED BUDGET	PY 2015/ FY 2016 ESTIMATE	PY 2016/ FY 2017 PROPOSED
Revenues				
Plan Year Allocation	\$ 183,073	\$ 317,632	\$ 317,632	\$ 318,372
Total Revenues	\$ 183,073	\$ 317,632	\$ 317,632	\$ 318,372
Expenditures				
Public Services				
Bay Area Turning Point (shelter)	\$ 10,000	\$ 8,644	\$ 8,644	\$ -
Communities in Schools (counseling)	14,000	13,500	13,500	14,000
Interfaith Caring Ministries				
Food Pantry	7,830	10,000	10,000	10,200
Emergency Rent & Utilities program	19,050	15,500	15,500	23,555
Main Street/Park Avenue Improvements	35,430	731,749	303,527	663,691
Neighborhood Clean-up/Spot Blight Removal	36,763	-	-	-
Administration				
Consultant	60,000	60,000	20,000	45,000
In-house League City	-	3,526	15,000	18,674
Total Expenditures	\$ 183,073	\$ 842,919	\$ 386,171	\$ 775,120
Revenues Over/(Under) Expenditures	-	(525,287)	(68,539)	(456,748)
Beginning Grant Allocation	\$ 525,287	\$ 525,287	\$ 525,287	\$ 456,748
Ending Grant Allocation	\$ 525,287	\$ -	\$ 456,748	\$ -

PY 2016 / FY 2017 PROPOSED EXPENDITURE DETAIL

Plan Year (PY) 2016, the City's FY2017, has three main uses of funding. The public services, which includes three programs, will expend a total of 15% of the PY 2016 budget. The administrative budget expends a total of 20% of the PY 2016 budget. The remaining funds will be spent on the Main Street/Park Avenue Improvement program.



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League City Section 4B Industrial Development Corp
4B Corporation Fund
FY 2017 Adopted Budget

June 27, 2016

	ACTUAL FY 2015	ADOPTED BUDGET FY 2016	ESTIMATED FY 2016	PROPOSED BUDGET FY 2017
REVENUES				
Sales Tax	\$ 2,487,302	\$ 2,590,000	\$ 2,849,000	\$ 3,076,920
Interest	2,414	2,000	9,690	10,000
TOTAL REVENUES	\$ 2,489,715	\$ 2,592,000	\$ 2,858,690	\$ 3,086,920
EXPENDITURES				
CIP Projects				
Hometown Heroes Park (PK0903)				
Phase 2 Pool	1,325,678	-	6,273	-
Phase 3 (lighting, parking, sign)	39,462	478,795	895,970	88,600
Drinking fountains at pool, shade structure, concrete driveway for pool chemical deliver, spare pool pump motors for heaters	-	64,000	64,000	-
Spare Pool Mechanical Replacement Parts for Repairs (\$2K) and Repaint of Recreation Center Concrete Tilt Wall Exterior (\$20K)	-	-	-	22,000
TxDOT FM518 Bypass Hike & Bike (PK1104)				
Land	-	110,000	-	110,000
Design	-	452,661	300,000	197,661
Construction	-	886,248	-	372,965
2012 Hike & Bike (PK1202)				
Phase 1: Six (6) Trails	1,452,030	-	143,996	-
LC Pkwy Trail (ERP to pipeline)	-	80,000	-	125,000
South Shore Boulevard	-	35,000	-	35,000
Tall Grass Prairie Trail (Pipeline to Prairie Preserve)	-	-	-	80,000
TxDOT Bike Trail & Sidewalk	-	275,205	-	-
TxDOT Palomino to Ross Trail	-	583,764	-	-
Texas Parks & Wildlife 5K loop at HHP	-	279,050	-	-
Hike & Bike Trails Way-finding Signage	-	-	-	67,100
Claremont Connector Trail	-	-	-	96,950
Downtown Trails	-	-	-	104,616
Sportsplex Entrance	31,221	600,000	100,000	1,041,186
Transfers				
Transfer to 4B Park Maintenance	\$ 622,057	\$ 777,000	\$ 854,700	\$ 769,230
Transfer to Debt Service Fund	661,880	661,523	661,523	660,424
TOTAL EXPENDITURES	\$ 4,132,328	\$ 5,283,246	\$ 3,026,462	\$ 3,770,732
REVENUES OVER/(UNDER) EXPENSES	\$ (1,642,613)	\$ (2,691,246)	\$ (167,772)	\$ (683,812)
BEGINNING FUND BALANCE	\$ 5,941,622	\$ 4,299,009	\$ 4,299,009	4,131,237
ENDING FUND BALANCE	\$ 4,299,009	\$ 1,607,763	\$ 4,131,237	\$ 3,447,425
Less: One Year's Debt Service Reserve	661,523	660,424	660,424	663,949
Reserve for Operations	-	461,538	461,538	464,500
Year End Unreserved Balance 4B Corporation	\$ 3,637,486	\$ 485,801	\$ 3,009,275	\$ 2,318,976



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ORDINANCE NO. 2015-30

AN ORDINANCE AMENDING CHAPTER 114 OF THE CODE OF ORDINANCES OF THE CITY OF LEAGUE CITY, TEXAS ENTITLED "UTILITIES," BY AMENDING ARTICLE IV THEREIN ENTITLED "RATES AND CHARGES"

WHEREAS, the City Council of the City of League City, Texas (the "City") deems it necessary and in the best interests of the citizens to amend Chapter 114 of the Code of Ordinances of the City by amending Article IV therein entitled "Rates and Charges" relating to deposits, rates, due dates and discontinuance for water and wastewater service; and

WHEREAS, the City feels the changes, as shown in substantially the same form as Exhibit "A," will ease the process and assist citizens in obtaining water and wastewater service.

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF LEAGUE CITY, TEXAS that:

Section 1. The facts and opinions in the preamble of this ordinance are true and correct.

Section 2. Chapter 114 of the Code of Ordinances of the City of League City, Texas is hereby amended to read in substantially the same form as shown in Exhibit "A."

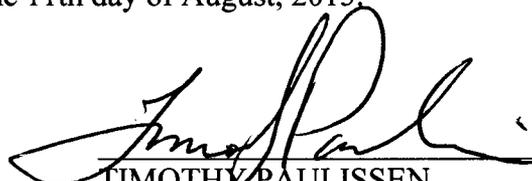
Section 3. The effective date shall be November 1, 2015.

Section 4. All ordinances and agreements or parts of ordinances and agreements in conflict herewith are hereby repealed to the extent of the conflict only.

APPROVED on first reading the 28th day of July, 2015.

APPROVED on second reading the 11th day of August, 2015.

PASSED AND ADOPTED the 11th day of August, 2015.

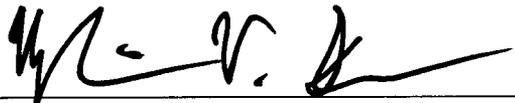

TIMOTHY PAULISSEN,
Mayor

ATTEST:



DIANA M. STAPP,
City Secretary

APPROVED AS TO FORM:



NGHIEM V. DOAN,
City Attorney

Sec. 114-118. - Monthly wastewater rates and charges.

All wastewater rates are based upon water meter readings, except in those cases in which a city water meter does not exist.

(1) *Residential rates:*

- a. Ready to serve monthly charge\$13.88
- b. Rate of charge per 1,000 gallons from zero usage to 3,000 gallons.....\$1.80
- c. Charges per 1,000 gallons in excess of first 3,000 gallons but not to exceed the charge for 10,000 gallons per month:\$4.62

(2) *Commercial rates, including schools, multiple unit, apartments, and condominiums:*

- a. Ready to serve monthly charge.....\$13.88
- b. Rate of charge per 1,000 gallons from zero usage to 3,000 gallons.....\$3.00
- c. Charge per 1,000 gallons in excess of first 3,000 gallons:\$4.62

(3) Industrial accounts shall contract with the city for rates varying from the foregoing sewer rates depending upon the volume and strength of sewer discharge.

(4) A flat rate of \$31.99 per month shall be charged to residential customers where water usage is not metered.

(5) Upon the request of the city a commercial or industrial sewer user not serviced through a water meter must have a sewer meter installed for the purpose of billing.

Sec. 114-119. - Monthly water rates.

(a) *Residential rates, single-family dwellings:*

- (1) Ready to serve monthly charge.....\$7.13
- (2) Rate of charge per 1,000 gallons for all water metered from zero usage to 3,000 gallons.....\$1.50
- (3) Rate of charge per 1,000 gallons for all water metered in excess of the first 3,000 gallons per month to 10,000 gallons:\$5.50
- (4) Rate of charge per 1,000 gallons for all water metered in excess of the first 10,000 gallons per month to 25,000 gallons.....\$7.00
- (5) Rate of charge per 1,000 gallons for all water metered in excess of the first 25,000 gallons per month.....\$8.50

(b) *Commercial rates, including schools, multiple unit, apartments, and condominiums:*

- (1) Ready to serve monthly charge.....\$7.13
- (2) Rate of charge per 1,000 gallons for all water metered from zero usage to 3,000 gallons.....\$3.00
- (3) Rate of charge per 1,000 gallons for all water metered in excess of the first 3,000 gallons:
.....\$5.90

(c) *No connections; water metered off fire hydrants for temporary use in construction:*

- (1) Ready to serve monthly charge.....\$7.13
- (2) Rate of charge per 1,000 gallons for all water metered including zero usage.....\$7.00

(d) *Irrigation for landscape:* Rate of charge per 1,000 gallons for all water metered including zero usage\$7.00

- (e) *Wholesale rates:* Weighted average cost of water delivered in the month for which the charge applies.

Sec. 114-119.2. - Additional service charges.

- (a) "Customer requested" manual re-reads and/or field testing of the water meter, of more than one time in a 12-month period is \$65.00.
- (b) "Customer requested" bench testing of water meter, including the first bench test is \$50.00.
- (c) Where a meter set is requested by a builder, contractor or individual in a box that has been inspected and approved but later found non-compliant, or the lid has been removed, notification will be made by the utility billing department to raise or lower the box or replace the lid before the meter will be set. If, after a second request from builder or sub-contractor, to set the meter, the box is out of compliance, a service charge of \$50.00 will be billed to account, per incident at that location. After corrections are made the meter will be set.
- (d) Where a first time only "meter set" is requested by a builder or developer or a homeowner at a location, the cost of the meter shall be paid at the same time service connection fees are paid, prior to the meter being set.

Sec. 114-119.3. - Temporary service.

- (a) The following charges for temporary residential service shall apply to all good credit residential customers of the city water and sewer systems. Initial charges for this service may be collected at the time service is requested or may be billed to the customer. The service period will be established at the time of request, not to exceed five business days.
- (1) New service fee.....\$15.00
- (2) Consumption charges per 1,000 gallons of water:
- Zero usage to 3,000 gallons\$1.50
- 4,000 to 10,000 gallons.....\$5.50
- 11,000 to 25,000 gallons.....\$7.00
- 26,000 gallons and more.....\$8.50
- (3) Consumption charges per 1,000 gallons of sewer:
- Zero usage to 3,000 gallons.....\$1.80
- 4,000 gallons, not to exceed 10,000 gallons.....\$4.62
- (b) Additional consumption registered on the meter at the time of termination of temporary service shall be charged to the customer's active account at the current residential rates and will be due and payable at the time the account billing becomes due.

Sec. 114-122. - Resumption of service after disconnection for nonpayment.

Whenever any service is discontinued for reason of nonpayment of charges, a processing fee of \$40.00 shall be paid as well as the past due amount before service can be resumed. If a customer's name has made it to the final running of the cut list, a processing fee of \$40.00 shall be paid, as well as the past

due amount to avoid disruption of service. Should the customer turn their service back on before charges have been paid, the meter will be removed and a tamper fee of \$75.00 shall be collected before service is resumed. For any customers subject to disconnection of service where the technician cannot disconnect the service, due to extenuating circumstances, a processing fee of \$25.00 may be charged to the customer's account.

Sec. 114-128. - After hour and same day service fees.

If city personnel are called out within 60 minutes of closing, from utility billing's normal business hours to re-set a water meter or resume water service, a \$50.00 after hour fee will be charged to the customer's account.

For new service requests, same day service shall be provided, only by the customer's request prior to 1:00 p.m., Monday through Thursday working days. All same day service customers' request after 1:00 p.m., Monday through Thursday working days, and all day Friday are subject to a \$50.00 fee.

Sec. 114-129. - Tamper fee.

If it is determined that a meter has been tampered with, other than by city personnel, a \$75.00 tamper fee may be charged to the customer's account. Any future occurrences of this nature may result in an additional charge equaling the cost of the meter set-up.

Sec. 114-130. - Fire hydrant rental fees.

A monthly, flat rate rental fee of \$50.00 will be charged to customers utilizing city-owned, temporary fire hydrant for construction. Should the customer utilize the meter less than 30 days, the fee will not be pro-rated. A deposit of \$1,500 must be paid upon start of service.



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