



City of

LAKE JACKSON

Enchantment



THIS DOCUMENT WAS PREPARED BY THE
OFFICE OF THE CITY MANAGER

FOR FURTHER INFORMATION, CALL OR WRITE:

CITY OF LAKE JACKSON
25 OAK DRIVE
LAKE JACKSON, TX 77566
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City Council

The City of Lake Jackson operates under the Council/Manager form of government. Your City Council consists of a mayor and five council members, who serve two year staggered terms, and are elected on an “at-large” basis. Your City Council meets every first and third Monday of the month at 6:30 p.m. in City Hall. You are invited to attend any of these meetings. Operating under a Home Rule Charter and the Council/Manager plan, the City Council is the legislative body of your city government. The City Council appoints the City Manager who is responsible for the general administration of the City on a daily basis. The City Council appoints the City Attorney and Municipal Judges. Council also appoints the members of all the various boards and commissions, who volunteer their time and energy to the City.



Front row (sitting): Councilmember Heather Melass, Mayor Bob Sipple, City Manager William P. Yenne. Back row (standing): City Secretary Sherri Russell, Councilmembers Jon "JB" Baker, Joe Rinehart, Scott Schwertner, Bob Geter, and City Secretary Alice Rodgers

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City of Enchantment



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ADOPTED TRANSMITTAL LETTER



LAKE JACKSON

City of Enchantment



October 1, 2011

The Honorable Mayor and City Council,

I present to you the final adopted FY 2011-12 Annual Budget and Program of Services.

This letter discusses the changes made to the proposed FY 2011-12 budget and supplement's the Manager's Letter submitted with the proposed budget to City Council on July 5, 2011.

THE BUDGET PROCESS

In January of each year the city council, interested citizens and city staff meet to review the city's visioning process. City council establishes vision elements and 3-5 year objectives. City staff then looks at what goals can be set during the fiscal year to work toward achieving the objectives and "vision" set by city council.

Through the "vision and goal setting process" City Council reconfirmed the vision for our City:

"Our vision is to create an ideal community to live, work and play for all."

This visioning process, along with a pre-budget capital project workshop helped set the objectives and goals of the City Council for staff to follow in preparation of the FY2011-12 budget.

Beginning in April of each year, Directors and Department Heads meet with the Budget Staff (composed of the City Manager, Assistant City Manager, Finance Director, and Administrative Assistant) to discuss their proposed budget requests. The Budget Staff reviews and considers these requests and balances them to meet projected revenues. The Budget Staff then prepares the proposed budget and work document. The proposed budget was submitted to the City Council on July 5, 2011.

Each year at least one public budget workshop is held in which the City Council, Budget Staff, Department Heads and interested citizens discuss the proposed budget. This year the workshop was held on July 16th. This workshop was open to the public and the press. The proposed budget and major issues facing the City were discussed in detail during this workshop and at subsequent regular city council meetings.

Reviewing the Manager's Letter, which was submitted to the City Council with the proposed budget and work document on July 5, 2011, will provide you with a good overview of the proposed budget. The following pages of this letter will discuss the changes to the proposed budget made by City Council.

FY 2011-12 Budget Changes

As noted above, City Council through the visioning process sets the goals for city staff to follow in preparation of the annual budget.

This year City Council set three "very high" priorities. These were 1) continue the downtown redevelopment project; 2) facilitating the development of the proposed 987 acre Alden development just south of the airport; and, 3) getting a raise to city employees. The caveat was not to raise taxes.

My tradition over the years has been to submit a budget to council keeping the tax rate the same or less. The only time I have proposed a rate increase is to cover voter approved debt payments. In the twenty years I have served as City Manager the tax rate has gone up six (6) times, it has gone down six (6) times, and it has remained the same 8 times. Also, the past two fiscal years our operating budget has actually gone down in real dollars.

For the third year in a row our property tax values have gone down. For FY 11-12 property values are down \$21 million. This means the existing 39 cent tax rate will bring in some \$110,000 less property tax revenue to the operating budget than in FY 10-11. My initial proposal, when I had estimated a \$40 million drop in property values, was for a 40 cent tax rate to carry out the goals and vision set by City Council and not increase property tax revenues. At that time the 40 cent rate would bring in less revenue than the 39 cent rate did this year. When the certified appraised numbers showed the net property value drop to be \$21 million, I revised my proposed tax rate to 39.4 cents. At that rate we would have brought in just under \$50,000 less property tax revenue. However, there was much discussion about holding the rate at 39 cents. And, in the end this is what City Council chose to do. In order to get back to the 39 cent tax rate, City Council has made the following cuts to the proposed budget:

• Reduced from 3 to 2 the number of newsletters published annually	\$8,000
• Cut funding for City Council travel and training	\$4,500
• Reduced advertising budget in Administration	\$1,500
• Reduced advertising budget in elections	\$2,500
• Reduced Arbitrage Consultant (bonds)	\$5,000
• Reduced Jasmine Hall maintenance budget	\$5,000
• Reduced salaries in garage dept. to reflect retirement of two long term employees who will be replaced by employees starting at a lower pay	\$10,900
• Removed painting of the public area at the library and shift it to capital expenses	\$5,600
	<u>\$43,000</u>

On the revenue side our Police Department has been in negotiations with the City of Richwood to provide dispatch services. Currently Richwood contracts with the City of Clute. Specifics still need to be worked out but Chief Hromadka is "almost 100%" sure that we will enter into this contract with Richwood. The net result is adding some \$20,000 to the general revenues. This along with the \$43,000 in listed cuts gets us to \$63,000. After further evaluation our Finance Director determined we actually needed \$64,019 to get back to the 39 cent tax rate. So, I suggested taking the extra \$1,019 from the Civic Center advertising budget. Council agreed with this suggestion.

Also, part of Council's proposal was to move the \$5,600 to paint a portion of the library to capital projects. In order not to increase the total amount of the capital projects budget the suggestion was to reduce the \$75,000 for sidewalk repairs to \$69,400. This, too, was adopted by City Council.

TAXABLE VALUE/TAX RATE

The final appraised numbers from the Brazoria County Appraisal District for Lake Jackson were \$1,419,681,558. Keeping the tax rate at 39 cents will generate \$5,536,757 in tax levy. The breakdown of the tax rate will be as follows:

	Adopted Tax rate <u>2010-11</u>	Proposed Tax Rate <u>2010-11</u>	Proposed Amount <u>2010-11</u>	<u>%</u>
General Fund	\$0.2345	\$0.231514	\$3,286,757	59.36%
General Debt Service Fund	<u>\$0.1555</u>	<u>\$0.158486</u>	<u>\$2,250,000</u>	<u>40.64%</u>
	0.3900	0.3900	\$5,536,757	100.00%

General Fund

The changes to the General Operating budget amount to a net decrease of \$36,819 making the overall FY 11-12 adopted budget \$16,540,996. That is 1.5% more than the FY 10-11 General Operating budget. In addition to these changes to the budget, City Council also made major changes to the General Capital Projects Fund.

At the April 11, 2011 capital projects workshop City Council set a spending plan of some \$594,395 and established a list of priority projects to be funded. You can find that list of projects on page 58 of the proposed budget in my Manager's Letter.

However, City Council sought a way to add two public safety requests. One was for \$515,000 for a new fire rescue truck (split over two fiscal years) and \$23,500 for tasers for the Police Department. Therefore to add \$257,500 (for the first ½ of the fire rescue truck) and \$23,500 and still keep our minimum \$500,000 fund balance, council removed the following projects from the CIP:

Plantation Spur	\$125,000
Fire Station 1 exterior paint	15,000
MacLean Adult Softball Restroom	95,000
Fire Station storage room	10,000
Golf Cart-path extension	<u>30,000</u>
	\$275,000

Then, as noted earlier, there was the decision to move the \$5,600 to paint a portion of the library from the operating budget to the general C.I.P. and to correspondingly reduce the sidewalk repair line item in the CIP by a like amount.

Therefore the general C.I.P. expenditures for FY 11-12 equals \$600,395.

Richwood Contract

As mentioned, we are looking at a new contract with the City of Richwood to provide dispatch services. Richwood currently pays Clute \$34,000/yr for this service. They are offering the same to us. Since this contract would start after the first of the new fiscal year the suggested pro-rated revenues are \$27,200. Of this \$7,200 is earmarked to upgrade two (2) call-taker positions to full dispatchers. This, then, nets us a possible \$20,000 in revenue. In the event this contract does not materialize we can look at amending this budget to find further cuts and/or continue to extend our hiring freeze to cover the lack of revenue-as we do now when sales tax or other revenues appear to be falling short.

Election

Another issue we initially struggled with this year was the impact of SB100, the State law implementing the M.O.V.E. (Military Overseas Voters Empowerment Act). Initially we were faced with the possibility of having to move our regular, annual May City elections to November, or go every other year in May, or go to 4 year terms to stay on the May date. This was all caused by the extension of early voting time in the Primaries for our overseas military voters. Brazoria County elections office didn't believe they could continue to run our City elections in even number years-requiring all of the possible changes (Brazoria County has the voting machines, etc....). Another option for us was to buy the equipment and conduct our own elections. That would be quite expensive. In the end the County Clerks Election Division stepped up and agreed to continue to conduct the May elections for all the local governments in the County. God bless them for this decision!

Utility Fund

There were no changes to the Utility Operating budget as proposed.

Conclusion

Yes the national economy continues to struggle. Yes property values are down for the third consecutive year. And, yes this was a challenging budget process. But, there are indications that a strong, sustained recovery at the local level is approaching.

Local industry has made announcements of plant expansions exceeding one billion dollars in new construction. Even better, local industry is beginning to hire again. We are beginning to field more inquiries of businesses interested in possibly locating in our area. Several large infrastructure projects (SH 332/288 and the downtown revitalization phase II) will be completed in 2012. All these things together point to increasing optimism and hope for our future.

I fully understand that events at the national level can overtake us. The downgrade of the U.S. government credit rating to AA+ is an example. We need to continue to watch our pennies closely. The ongoing hiring freeze will continue until such time as the economic forecast improves for our City.

We also need to be cognizant that decisions we make today will and do affect us in the future. For example, the addition of the new fire rescue truck will add about \$50,000 to the equipment replacement line item in the 2013 Fire Department Budget as we begin to save for this trucks replacement. Also, in 2013 we are forecast to sell the next \$4 million allotment of the bonds approved by the voters in 2010. We will also be deciding in 2013 about the future of the new Southern Brazoria County Transit. Together these items will easily add the equivalent of a penny on the tax rate to our budget at that time. We need to plan for this possibility and communicate this to our citizenry.

This has been a long and intense budget process. City Council has worked hard to develop this final budget and to try to hold the line on taxes while carrying out the vision and goals you have set.

Overall, we are all working to do what is right for our City and deliver the City services our citizen's desire and deserve at the most reasonable cost possible.

Again, my hope is that the economy improves and that our beautiful City will continue to grow and prosper.

Sincerely,



William P. Yenne
City Manager

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AMENDMENTS TO PROPOSED BUDGET



LAKE JACKSON

City of Enchantment



AMENDMENTS TO PROPOSED BUDGET - AS SUBMITTED 07/11

OPERATING FUNDS

GENERAL FUND

Revenues		
Property Taxes Decrease lower rate, higher values	\$	(64,019)
Contract with Richwood to provide dispatching		27,200
NET INCREASE (DECREASE)	<u>\$</u>	<u>(36,819)</u>

Expenditures		
Administration		
Decrease Newsletter from 3 to 2	\$	(8,000)
Training for City Council (TML)	\$	(2,500)
Travel for Council (TML)	\$	(2,000)
Advertising	\$	(1,500)
Elections		
Advertising		(2,500)
Finance		
Arbitrage Review		(5,000)
Civic Center		
Jasmine Hall Maintenance - Error		(5,000)
Advertising		(1,019)
Humane		
Salaries (humane officer to Lead officer)		2,000
Benefits		600
Police		
Salaries (2 calltakers to dispatchers)		3,800
Benefits		800
Garage		
Salaries (savings from 2 recent retirements)		(8,800)
Benefits		(2,100)
Library		
Move public area painting to Capital Projects		(5,600)
NET INCREASE (DECREASE)	<u>\$</u>	<u>(36,819)</u>

GENERAL FUND REVISED REVENUES	16,540,996
GENERAL FUND REVISED EXPENDITURES	16,540,996
PROJECTED ENDING FUND BALANCE	4,890,504

AMENDMENTS TO PROPOSED BUDGET - AS SUBMITTED 07/11

GENERAL CAPITAL PROJECTS

GENERAL CAPITAL PROJECTS

Expenditures	
Removed Plantation Spur (connection to Magnolia)	(\$125,000)
Removed Fire Station 1 Exterior paint	(\$15,000)
Removed MacLean Adult Softball field restroom	(\$95,000)
Removed Fire Station 1 Storage Room	(\$10,000)
Removed Golf Course Cart path extension	(\$30,000)
Reduced City owned sidewalk repairs	(\$5,600)
Added Fire Rescue Truck half paid this year half to be paid next year	\$257,500
Added Tasers	\$23,500
Add Library Public Area painting	\$5,600
NET INCREASE (DECREASE)	<u>\$6,000</u>
PROJECTED BEGINNING FUND BALANCE	\$1,149,236
GENERAL PROJECTS PROPOSED REVENUES	\$6,000
GENERAL PROJECTS REVISED EXPENDITURES	\$600,395
PROJECTED ENDING FUND BALANCE	<u>\$554,841</u>

ORDINANCES ADOPTING BUDGET



LAKE JACKSON

City of Enchantment



RESOLUTION 11-623

A RESOLUTION ADOPTING THE BUDGET FOR THE CITY OF LAKE JACKSON, TEXAS, FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2011 AND ENDING ON SEPTEMBER 30, 2012

WHEREAS, on July 5, 2011, the City Manager of the City of Lake Jackson submitted the proposed Budget for the City of Lake Jackson Fiscal Year 2011-2012 to the City Council; and

WHEREAS, on July 6, 2011, the City Manager of the City of Lake Jackson filed with the City Secretary the proposed Budget for the City of Lake Jackson Fiscal Year 2011-2012; and

WHEREAS, a public hearing on said budget was duly held on the August 22, 2011 and all interested persons were given an opportunity to be heard for or against any item thereof;

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LAKE JACKSON, TEXAS:

SECTION 1: That the City Council hereby adopts and approves the budget as filed with the City Secretary and amended for the fiscal year beginning October 1, 2011 through September 30, 2012 and hereby appropriates the amounts as specified therein at the fund level.

SECTION 2: That the City Manager shall cause copies of the budget to be filed with the City Secretary and the County Clerk of Brazoria County.

PASSED AND APPROVED 6th day of September, 2011.

(S) Bob Sipple
Bob Sipple
Mayor

ATTEST:

(S) Alice A. Rodgers
Alice A. Rodgers
City Secretary

APPROVED AS TO FORM:

(S) Sherri Russell
Sherri Russell
City Attorney

ORDINANCE NO. 11-1969

AN ORDINANCE LEVYING THE AD VALOREM TAX OF THE CITY OF LAKE JACKSON, TEXAS ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY, NOT EXEMPT BY LAW; PROVIDING REVENUES FOR PAYMENT OF CURRENT MUNICIPAL EXPENSES, AND FOR INTEREST AND SINKING FUNDS ON OUTSTANDING CITY OF LAKE JACKSON BONDS; PROVIDING FOR ENFORCEMENT OF COLLECTION; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE, AND PROVIDING THAT THE CHARTER RULE REQUIRING TWO READINGS BE SUSPENDED.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LAKE JACKSON, TEXAS:

Section 1: That under the authority of the Charter of the City of Lake Jackson, Texas, and the laws of the State of Texas, there is hereby levied for the fiscal year October 1, 2011 through September 30, 2012, on all taxable property situated within the corporate limits of the City of Lake Jackson, and not exempt by the Constitution and Laws of the State of Texas or by Sections 5 and 6 of the Ordinance, a tax of \$.39 on each \$100 assessed value of all taxable property.

Section 2: That of the total tax \$.231514 on each \$100 assessed value shall be distributed to the General Fund of the City to fund maintenance and operation expenditures of the City.

Section 3: That of the total tax \$.158486 on each \$100 assessed value shall be distributed to pay the City's debt service as provided by Section 26.04 of the Texas Tax Code.

Section 4: That for enforcement of the collection of taxes hereby levied, the City of Lake Jackson shall have available all rights and remedies provided by law.

Section 5: All monies collected under this ordinance for the specific items therein named, shall be and the same are appropriated and set apart for the specific purpose indicated in the City Budget and the City shall keep these accounts so as to readily and distinctly show the amount collected, and the amounts expended and the amounts on hand at any time belonging to such funds. All receipts for the City not specifically apportioned by the Ordinance are hereby made payable to the General Fund of the City.

Section 6: That if any section, subsection, paragraph, sentence, clause, phrase or word in this ordinance, or application thereof to any person or circumstance is held invalid by any court or competent jurisdiction, such holding shall not affect or impair any remaining portions or provisions of this ordinance and the City Council of the City of Lake Jackson, Texas, hereby declares it would have enacted such remaining portions despite any such invalidity.

Section 7: Upon the affirmative vote of all Council members present, the rule requiring ordinances to be read on two separate days is hereby suspended and this ordinance shall be passed and become effective from and after the date of its adoption on its first reading.

PASSED AND APPROVED on the first and final reading this 6th day of September, 2011.

(S) Bob Sipple
Bob Sipple, Mayor
City of Lake Jackson

ATTEST:

(S) Alice A. Rodgers
Alice A. Rodgers, City Secretary

APPROVED AS TO FORM:

(S) Sherri Russell
Sherri Russell, City Attorney

READER'S GUIDE



LAKE JACKSON

City of Enchantment



CITY OF LAKE JACKSON - 2011-2012 BUDGET SCHEDULE

Jan. 31	Goals/Visioning Workshop with City Council (5-9 pm)
Feb. 28	Goals/Visioning Workshop with City Council (5-9 pm)
April 4	Regular City Council Meeting
April 11	CIP Workshop with City Council (5-9 pm)
April 18	Regular City Council Meeting
April 27	9:00 a.m. Budget Kickoff. Distribute Worksheets to Department Heads – Staff
May 2	Regular City Council Meeting
May 9	<i>Strict Deadline</i> – Goals and Accompl. & YTD Perform. Measures submitted by Dept. Heads & Directors
May 11	<i>Strict Deadline</i> – Department Heads Submit Budget Request to City Manager –
May 16	Regular City Council Meeting
May 16-May 23	Budget Hearings Department Heads, Budget Staff Explain Department Head Requests
May 24-June 13	Budget Staff prepares Preliminary Budget Requests
June 14-July 1	Proposed Budget Request Prepared for Presentation to City Council
June 20	Regular City Council Meeting
July 4	Independence Day – Holiday
July 5	Regular City Council Meeting – Proposed Budget Delivered to City Council
July 6	File Proposed Budget with City Secretary
July 16	Saturday Budget Workshop
July 18	Regular City Council Meeting
July 22	Receive Certified Appraisal Roll, Calculate Effective Tax Rate
July 25	Budget Workshop with City Council, if necessary. Estimated appraisal roll and effective tax rate.
July 29	72-hour Open Meetings Notice
August 1	Call public hearing for Budget on August 23 by Resolution
August 1	Publish Effective Tax Rate
August 1	Regular Council Meeting – Council will discuss tax rate; if proposed tax rate will exceed the rollback rate or the effective tax rate (whichever is lower), Schedule a public hearing for August 15 & 22 and take record vote to place a proposal to adopt the tax rate on the agenda of September 6 th meeting (specifying rate).
August 8	Notice of Public Hearing on Tax Increase – is the first quarter-page notice in newspaper and on TV and Website published at least 7 days before public hearing.
August 12 (last day to publish)	72-hour Open Meetings Notice for Public Hearing on Tax Rate & 10 day Newspaper Notice on Budget Public Hearing (required by charter).
August 15	Regular Council Meeting – First Public Hearing on Tax Rate (council announced date, time & place of vote)
August 15 (publish between 8/16 & 8/22)	Notice of Vote on Tax Rate published before meeting to adopt tax rate - is the second quarter-page notice in newspaper before meeting and published on TV and Website at least seven days before meeting.
August 19	72-hour Open Meetings Notice for Public Hearing (Open Meetings Notice)
August 22	Council Meeting-Second Public Hearing on Tax Rate Increase and announce meeting to Adopt Tax Rate on September 6. Public Hearing on Budget, announce meeting to Adopt Budget on September 6.
August 23	Public notice of vote in paper, on internet, and on cable channel.
September 2	72-hour Open Meetings Notice for City Council to adopt Budget and Tax Rate
September 5	Labor Day Holiday
September 6	Regular Council Meeting: a) Final Adoption of Budget by Resolution. b) Adopt Tax Rate by Ordinance.
September 7	Final Budget is filed with City Secretary, County, and State.
September 19	Regular City Council Meeting
October 1	New Fiscal Year Begins

Budget Kick-off Memo



To: All Directors, Dept. Heads & Supervisors
From: William P. Yenne, City Manager
Date: April 27, 2011
Re: FY 2011-2012 Budget

We continue to maintain our vision statement of:

"Our vision is to create an ideal community to live, work and play for all"

Our five vision elements are:

- Maintain a Well Managed City - with its guiding principle: "promote a culture of innovation and service".
- Maintain Infrastructure - with its guiding principle: "maintain existing facilities and infrastructure at current high standards".
- Enhance Communication and Technology - with its guiding principle: "build relationships through communication technology and training".
- Enhance Growth and Revitalization - with its guiding principle: "promote quality growth following the established Master Plan".
- Enhance Quality of Life - with its guiding principle: "provide excellent quality of life for all Lake Jackson citizens".

As you establish your goals for FY 2011-2012 please see that they tie back to one of these vision elements and the appropriate 3-5 year objective established by City Council/Staff at our annual Goals and Visioning workshop.

In your packet of information you will find the PowerPoint presentation that includes council's rankings of the various objectives. As you recall we asked City Council to rate the objectives so that staff could focus on those rated highest.

Once again this will be a status quo budget. Some revenue sources will be up (sales tax), some will be down (property tax), but overall revenues will not increase substantially. A concern I have now is that the State will raid some of our revenues to balance their budget. I understand that they may take the alcohol beverage tax revenues. They apparently will add fees to the municipal court fines again. And, it appears

they may raise various fees and permits. We will see.

The top priority for council from the goals and visioning process was to try to get employees some type of raise-without raising taxes. That is what I am going to try to do. It won't be much-maybe 1% or 1.5%. But I will try. I will also see if we can still provide a December lump sum payment. That will depend on how well we control this year's budget.

So, there will likely be no room to fund any of the currently unfunded positions or to add any other positions. Again, this budget will be about holding the line and doing the best with what we have got. Therefore good customer service becomes even more important.

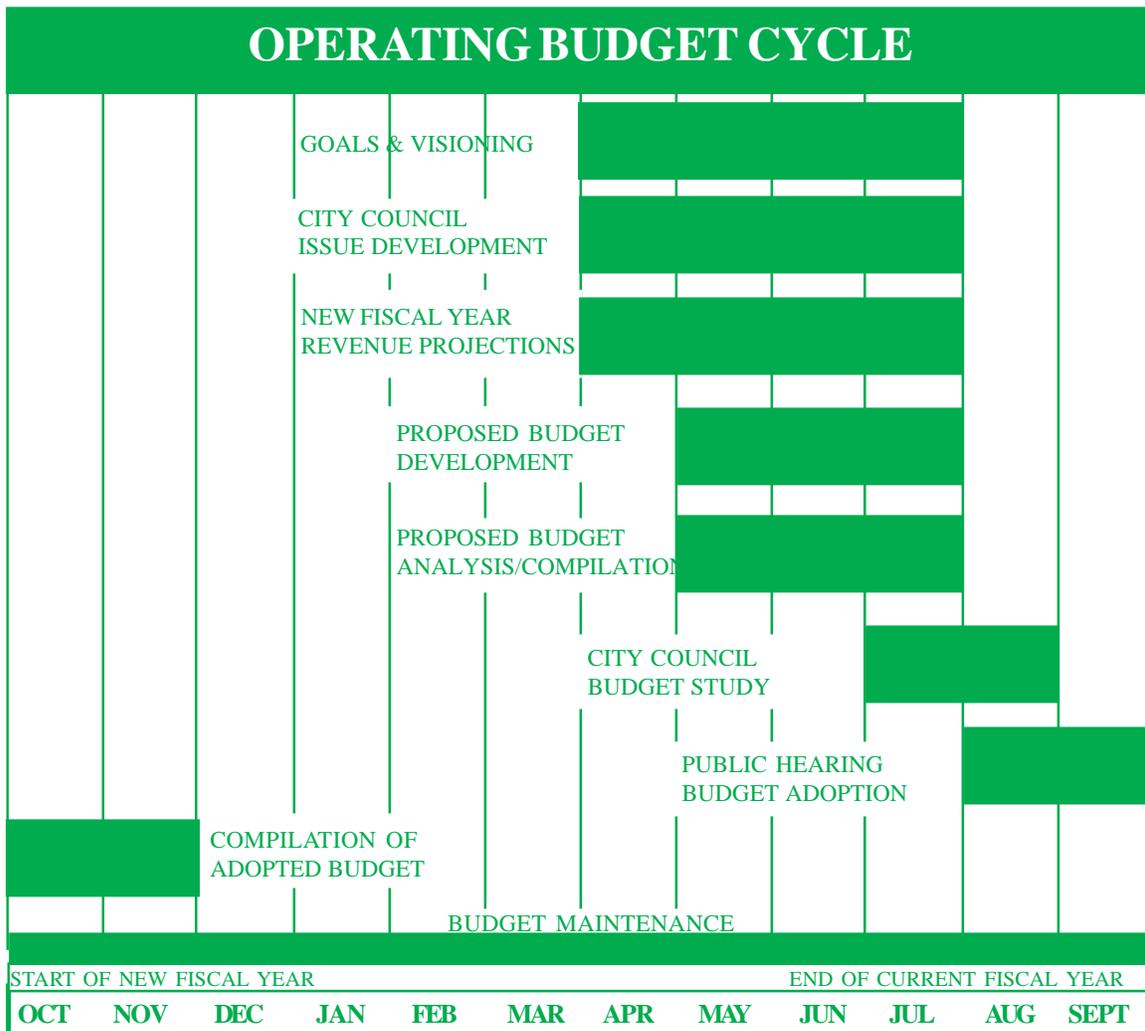
Council has already set our Capital Projects priorities.

It is time to get started on the budget and see what we can do with the resources available to us.

READER'S GUIDE TO THE
2011-12
BUDGET
AND
PROGRAM OF SERVICES

The Reader's Guide provides an overview of the City of Lake Jackson's budget process. Also included in this section are the Charter Directives and Administrative Policies related to budgeting.

The City of Lake Jackson has prepared a budget designed to meet the highest standards of performance in municipal budgeting. The budget presentation format, which includes line item detail as directed by the charter, features goals, accomplishments and performance measures for each department. A program description and summary of major budget changes is also included for each department to quickly inform the reader of the responsibilities of the department and budget considerations for the department. Various budget summaries, statistical information, and detailed revenue sources are provided to help the reader assess the budget and make comparisons to prior years. The Manager's Message describes in detail the significant budget issues facing the Council and Staff in the upcoming budget year and future years. The message also provides an overview of the proposed budget. The budget process and organization of the budget itself are described below.



THE BUDGET PROCESS

The City of Lake Jackson uses a hybrid performance/program oriented budgeting process.

1. City Council Issue Development

Early in the year, the City Council reviews the City’s Goal and Visioning process and considers goals to meet the established vision elements. Also, a capital improvements workshop is held to establish the capital project priorities for the coming fiscal year. Council priorities and goals are incorporated into the proposed budget. Major issues are fully addressed in the “Manager’s Message” section of this document.

2. Revenue Projection

The budget revenue projection for the new fiscal year begins midyear of the current fiscal year. This projection is made by the City’s Budget Committee (comprised of the City Manager, Assistant City Manager, Finance Director and Administrative Assistant) with the help of department directors and supervisors. Projections are based upon consultations with state and local agencies, trend analysis, anticipated changes in the local and regional economy, and discussions with directly associated staff members. Although beginning earlier, the budget revenue projection occurs concurrently with departmental budget development and extends until the budget is adopted based upon the receipt of any new information.

3. Proposed Budget Development

During budget development at the department level, the City’s Budget Committee works with department directors and supervisors to analyze requests, provide advice and lend assistance. Staff work sessions are held to discuss and develop goals and performance measures which tie in to council set goals and priorities.

4. Proposed Budget Analysis/Compilation

Once departmental budget requests are completed, the Budget Committee meets with each department to review and discuss their funding request.

Given revenue projections and funding requirements, requests are proposed for funding according to ranking received by the Budget Committee. At this time the funding level is weighed against available resources, and a tax rate increase may or may not be recommended depending upon Council program priorities and issues previously expressed in the budget process.

5. City Council Budget Study

Several budget work sessions, which are open to the public, are held with the City Council to review and discuss the proposed budget. At the work sessions, the City Manager reviews major issues and presents an overview of the budget and department directors present their budget to the City Council.

6. Public Hearing/Budget Adoption

A public hearing on the budget and tax rate is held in August prior to final budget consideration. At said hearing, citizens or any other individual may make formal comment either for or against the proposed budget. The public also has the opportunity to attend City Council budget work sessions occurring in July and possibly August.

Budget adoption occurs in September after City Council deliberations and the public hearing. City Council may take action to modify the proposed budget per its discretion. The City Council also adopts a tax rate to support adopted funding levels.

7. Compilation of Adopted Budget/Budget Maintenance

An adopted budget is compiled and published during the first months of the new fiscal year. The adopted budget in the form of an amended proposed budget is available for public inspection in late September. Ledger accounts are prepared for the new fiscal year prior to October 1.

Budget maintenance is a year round activity of department directors and the Budget Committee. Spending control mechanisms include monthly review of expenditures by the Department Directors, Supervisors and Budget Committee. Also, all purchase requisitions are compared to the line item and departmental budget prior to approval. Beginning in January, monthly budget analysis reports are prepared to present budget versus estimated expenditure variances. These reports are reviewed by staff to identify any major expenditure variances. Quarterly reports are prepared for City Council. Department heads are instructed that expenditures for individual line items may exceed the budgeted amount as long as the department's total expenditures remain less than the budgeted amount.

8. Budget Amendment

In some cases department expenditures may exceed the budgeted amount so long as the fund as a whole remains within the budgeted amount. This is the case because the budget is adopted at the fund level. A budget amendment is presented to Council for approval only if the budget for an individual fund is being changed.

9. Program Goals and Measures

Finally, program goals and measures are evaluated during the fiscal year to determine effectiveness of program activities and levels of appropriate funding and effectiveness in meeting the vision and vision elements established by City Council.

Although enhanced with important information and explanations, this year's budget is submitted to the City Council in a format notably similar to last year.

ORGANIZATION OF THE BUDGET

BUDGET SUMMARIES

The Budget Summaries section is designed to provide a quick overview of the budget for all funds of the City. This section includes the following schedules:

Combined Funds Summary - Presents the total budgeted revenues and expenditures for each fund. Transfers between funds are subtracted from the total to indicate total dollars in and out of the City.

All Funds Revenues by Category - Presents a breakdown of all City revenues by Category and presents it graphically.

All Funds Expenditures by Category - Presents a breakdown of all City expenditures by Category and presents it graphically.

Governmental Fund Types Projected Fund Balances - Summarizes the projected beginning and ending governmental funds. This schedule is useful in determining whether fund balances are maintained at sufficient levels.

Proprietary Fund Types Projected Cash Balances - Summarizes the projected beginning and ending cash balance for each of the proprietary funds. This schedule is useful in determining whether cash balances are maintained at sufficient levels.

Personnel Summary by Department - Summarizes authorized positions for the current budget and previous three years. Explains what positions have been added, deleted or reclassified.

Operating Funds Summary - Presents the combined revenues and expenditures for the General & Utility operating funds. Presents a more detailed breakout of expenditures.

General Fund Revenues by Category - Presents a breakout of the General Operating Fund revenues by Category and presents it graphically.

General Fund Expenditures by Category - Presents a breakdown of all General Operating Fund expenditures by Category. Includes a summary of General Fund authorized personnel.

Utility Fund Revenue by Category - Presents a breakout of the Utility Operating Fund revenues by Category and presents it graphically.

Utility Fund Expenditures by Category - Presents a breakdown of all Utility Operating fund expenditures by Category. Includes a summary of Utility Fund authorized personnel.

Summary of Capital Items - Summarizes all capital expenditures.

ORGANIZATION OF THE BUDGET

GENERAL AND UTILITY FUND DEPARTMENT DETAIL

The detail for each department includes the following information:

Program Description This section outlines the duties and responsibilities performed by the department. It is provided to enable the reader to understand the function of each department.

Goals and Objectives Each department has provided a summary of specific goals they wish to achieve during the coming fiscal year. They should have a specific time frame or measurable achievement.

Accomplishments - Each department has provided a listing of major accomplishments for the previous fiscal year.

Measures Measures include workload indicators as well as performance measures indicators which reflect major activities of the department. Workload measures also indicate the amount of work that has been done in the past and projected workload levels for the current and next years. Performance measures may also include productivity indicators. Productivity indicators reflect how well a program is performing its activities to meet the needs of the public and the organization. They should measure productivity, effectiveness, efficiency or the impact of a service provided. While workload indicators indicate “how much” activity the department is performing, productivity indicators identify “how well” the department is performing. These indicators should be able to be tracked with a reasonable amount of time and effort.

Resources The summary of resources identified by department, highlights fees and revenues which are generated as a result of department activities. In many departments, a change in level of activity will have an impact on associated revenues. This section highlights that relationship.

Expenditures The summary of expenditures identified by department shows the category of expenses for each of the department’s programs as compared from year to year.

Personnel Summary The Personnel summary section shows the positions or personnel resources budgeted to carry out services.

Major Budget Changes The summary of major budget changes identifies significant changes in funding levels and organizational alignment. This section also details major new programs and items proposed for funding.

SUMMARY OF FINANCIAL FUND ACCOUNTING

The City uses individual funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and achieve fiscal accountability by segregating transactions related to certain government functions and activities.

A fund is a fiscal and accounting entity with a self-balancing set of accounts. A separate fund may be established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

ORGANIZATION OF THE BUDGET

The two types of funds utilized in the City's Comprehensive Annual Financial Report (CAFR) are *Governmental* and *Proprietary*. For the City's day-to-day operations, and for budgetary purposes, some of the funds reported in the CAFR are broken down into sub-funds. Each of the sub-funds budgets is established independently. The following is an explanation of the City's use of funds.

GOVERNMENTAL FUND TYPES

General Fund

The *General Fund* is the City's primary operating fund. The *General Fund* is presented as a major fund in the basic financial statements of the CAFR. It accounts for all financial resources of the City, except those required to be accounted for in another fund. The principal sources of revenues of the *General Fund* are property taxes, sales taxes, franchise taxes, permit fees and fines. Expenditures are tax supported activities such as general government, finance, public safety, public works, parks and recreation. For budgetary purposes, the *General Fund* of the City is comprised of: the General Operating Fund, Equipment Replacement Fund, Unemployment Insurance Fund, Special Events Fund, and the General Contingency Fund. Each of these funds is budgeted independently, with the emphasis on the General Operating Fund. According to the City Charter, the General Operating Fund budget must balance – revenues must equal expenditures.

Special Revenue Funds

The *Special Revenue Funds* are used to account for specific resources and expenditures that are legally restricted for particular purposes. Special Revenue funds include: the Park Fund, the Motel Occupancy Tax Fund, the Economic Development fund and the Red Light Camera Fund. In the CAFR, the Economic Development fund is presented as a major fund.

Debt Service Fund

The *Debt Service Funds* are used to account for the accumulation of resources for the annual payment of debt principal and interest, and to provide a reserve for such payment. Debt Service Funds include: General Debt Service, Economic Development Debt Service, Golf Course Debt Service, Utility Debt Service and Utility Debt Service Reserve. A cash basis budget is adopted for each of these funds. In the CAFR, the General Debt Service fund is included as a major fund. The Golf Course Debt Service and the Economic Development Debt Service are presented combined with other non-major governmental funds. Utility Debt Service and Utility Debt Service Reserve are included as part of the Utility Fund in the proprietary fund statements.

Capital Projects Funds

Capital Project Funds are used to account for the acquisition, construction or repair of major capital facilities and equipment other than those financed by proprietary funds. These funds include the General Projects Fund, 2004 Infrastructure Improvement Fund, 2009 Infrastructure Improvement Fund, and the Downtown Revitalization Fund. In the 2009 CAFR, the 2007 Infrastructure Improvement Fund was classified as a major fund. In the 2010 CAFR the 2007 Infrastructure Improvement Fund and the Downtown Revitalization Fund were classified as major funds. In the 2011 CAFR, the probable candidate for the major fund classification is the Downtown Revitalization Fund.

PROPRIETARY FUND TYPES

Enterprise Funds

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. Such funds are to be financed or recovered primarily through user charges. The City has two Enterprise Funds: the Utility Fund and the Golf Course Operating Fund. For budgetary purposes, the Utility Fund includes the following sub-funds: Utility Operating Fund, Utility Contingency, Utility Debt Service, Utility Debt Service Reserve, Utility Projects, 2007 Water and Sewer Construction Fund, and 2010 Water and Sewer Construction Fund. Each of these funds is budgeted independently with emphasis on the Utility Operating Fund. The City's charter states that the Utility Operating Fund's budget must balance—revenues must equal the expenses.

SUMMARY OF ACCOUNTING FINANCIAL STRUCTURE

GOVERNMENTAL FUNDS

General Fund Sub-Funds

General Operating Fund - This fund includes the maintenance and operations portion of the tax revenues and tax supported activities such as Police, Fire, Drainage, Streets, Parks and Recreation. This fund is annually budgeted to "balance" or is prepared so that revenues equal expenditures.

Equipment Replacement - Each department has a budgeted transfer to this fund. The transfer amount is based on the equipment used by the department, the original cost of the equipment and its estimated useful life. Accumulated resources in this fund are then used to purchase new and replacement equipment. This fund is not necessarily budgeted to be balanced. In some years revenues may exceed expenditures and vice versa.

Unemployment Insurance - If necessary, each department has a budgeted transfer to this fund. The transfer amount is roughly based on the number of employees in the department. Accumulated resources are used to pay unemployment claims.

Special Events Fund - Money is transferred to this fund from the Motel Occupancy Tax Fund to assist with the payment of Festival of Lights expenditures. The General Fund also transfers money here to pay the Fourth of July expenditures. If there is not accumulated fund balance, this fund will be budgeted as balanced.

General Contingency Fund - This fund contains money to be used in case of emergency or special situation. The City seeks to maintain this fund balance at 3% of the General Fund budgeted expenditures. This fund usually has no budgeted expenditures.

Special Revenue Funds

Motel Occupancy Fund - This fund accounts for the revenue received from the tax on motel rooms. The use of this revenue is limited and is therefore accounted for separately. This fund is not necessarily budgeted to be balanced.

BUDGET BASIS

Parks Fund - This fund accounts for revenue received from donations in lieu of parkland. This fund's revenue is also supplemented by year-end transfers from the General Fund. The Parks Board is responsible for establishing the budget for this fund. Normally, the fund is not budgeted as balanced.

Economic Development Fund - This fund accounts for the revenues received from the additional 1/2¢ sales tax. This fund is not budgeted as balanced. Our objective is to establish a fund balance equal to the next year's debt service requirements.

Red Light Camera Fund - This fund accounts for the net revenues received from citations generated from the red light cameras. Half of the next revenues must be remitted to the State. Expenditures are limited to items that will improve traffic safety.

Debt Service Funds

General Debt Service Fund - This fund includes the debt service tax revenues and the debt service expenditures related to tax supported General Obligation Bonds.

Golf Course Debt Service - Money is transferred to this fund from the Economic Development Fund and the Golf Course Operating Fund to pay debt service on bonds issued to construct the golf course. This fund is budgeted as balanced and is reduced to zero once a year.

Economic Development Debt Service - Money is transferred to this fund from the Economic Development Fund to pay debt service on Certifications of Obligations issued to construct recreation and economic development related projects.

Capital Projects Funds

General Projects Fund - This fund receives transfers from the General Fund. Accumulated resources are used for capital projects throughout the City. This fund is budgeted based on accumulated resources. The goal is to maintain at least \$500,000 in the fund.

Multi-Year Funds - This includes all Governmental construction funds funded by the issuance of bonds or Certificates of Obligation.

PROPRIETARY FUNDS

Proprietary funds are considered to be similar to a business enterprise. Expenditures are supported by user fees and charges. The specific funds which make up the proprietary fund type are:

Utility Fund Sub-Funds

Utility Operating Fund - This fund includes the revenues from Water, Sewer, and Sanitation charges. It includes the expenditures related to providing these services. This fund is annually budgeted so that revenues equal expenditures.

Utility Contingency Fund - This fund contains money to be used in case of emergency or special situation. The City seeks to maintain this fund balance at 3% of the Utility Operating Fund budgeted expenditures. This fund typically has no budgeted expenditures.

Utility Debt Service - Money is transferred to this fund from the Utility Operating Fund to provide for the payment of utility related debt service. This fund is not budgeted to be “balanced” but revenue and expenditure amounts are close to the same amount.

Utility Debt Service Reserve Fund - This fund is used for the accumulation of resources to provide a reserve fund for the \$16 million Wastewater Treatment Plant bonds. There are no budgeted expenditure amounts in this fund.

Utility Project - This fund receives transfers from the Utility Fund. Accumulated resources are used for Utility capital projects throughout the City. This fund is budgeted based on accumulated resources. The goal is to maintain at least \$500,000 in the fund balance.

Golf Course Funds

Golf Course Operating Fund - This fund accounts for the revenues and expenditures of the Wilderness Golf Course which opened May of 2004. The course is managed and operated for the city by KemperSports. This fund is budgeted as balanced or with a slight income.

ACCOUNTING AND BUDGETING BASIS

Basis of Accounting

The City of Lake Jackson uses governmental and proprietary fund types to account for its activities. All fund structures and accounting standards used for financial reporting are in compliance with Generally Accepted Accounting Principles (GAAP) for local governments as prescribed by the Governmental Accounting Standards Board (GASB) and other recognized professional standards.

The City’s accounting records for *governmental funds* are maintained on a modified accrual basis. Under this basis of accounting, revenues are recognized when they are susceptible to accrual (i.e. measurable and available). Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period (usually within 60 days of fiscal year-end). Ad valorem tax, sales tax, franchise tax, and interest revenues are susceptible to accrual. Licenses and permits, charges for services, fines and forfeiture revenues are recorded as revenues when received in cash because they are generally not measurable until they are received. Expenditures are recorded when the related liability is incurred.

Accounting records for the City’s *proprietary funds* are maintained on the accrual basis. Revenues are recognized when earned and expenses are recognized when the liabilities are incurred.

BUDGET BASIS

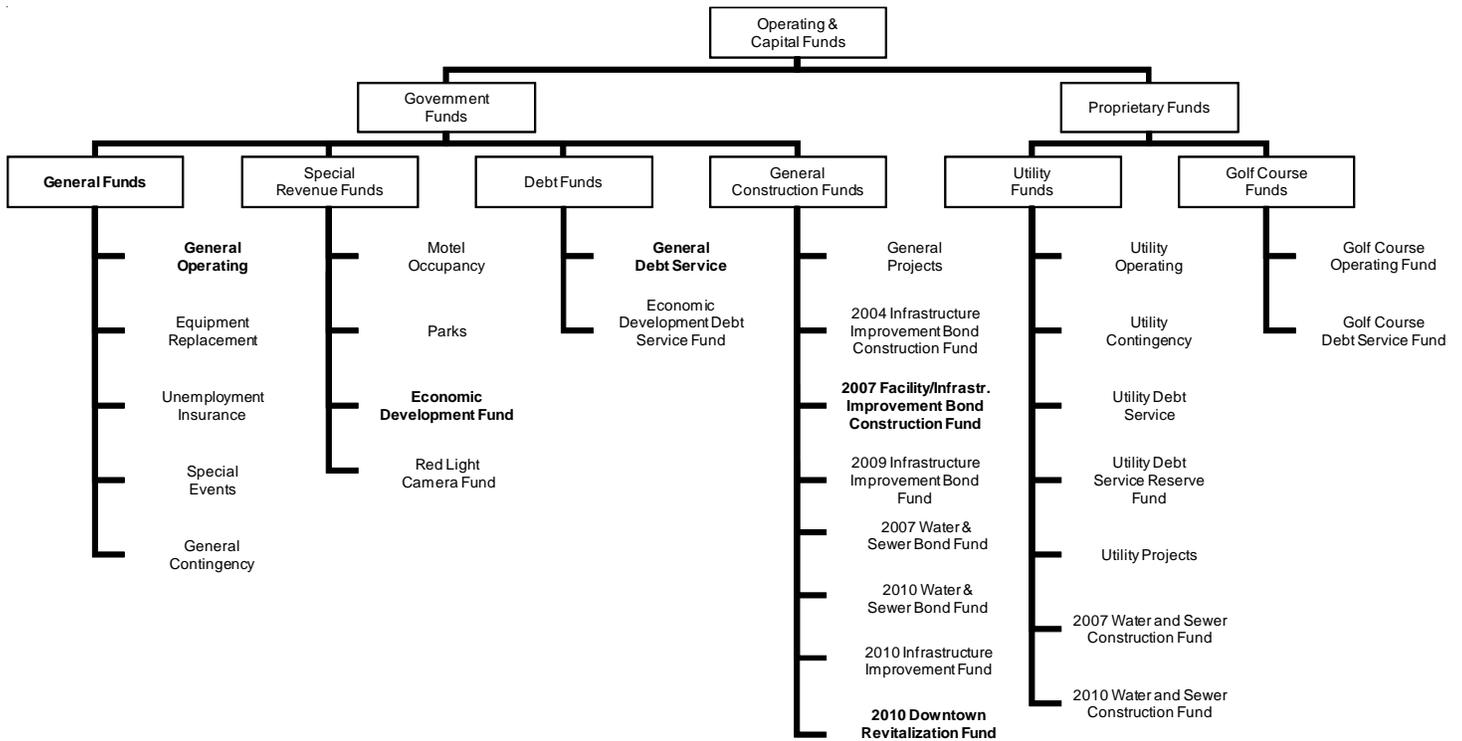
Basis of Budgeting

The City prepares its annual budget using concepts compatible with the modified accrual basis of accounting. Similar to the accounting basis, the budgetary basis recognizes revenues in the accounting period in which they become available and measurable. Expenditures (expenses) are budgeted in the accounting period in which the fund liability is incurred. The major differences between the budgetary and accounting basis are that:

- Interest expense on long-term debt is budgeted when due.
- Depreciation is not budgeted.
- Encumbrances are treated as budgetary expenditures in the year the commitment to purchase is made; as opposed to when the goods or services are received (accounting basis).
- Capital outlay is budgeted during the year the expenditure will occur.

Budgets for the proprietary funds are prepared on the accrual basis of accounting, with certain exceptions, under which revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Financial Structure



Bolded Funds were accounted for as Major Funds in the 2009-10 Comprehensive Annual Financial Report.



“We Will Remember” Program held on 9/11

DIRECTIVES & POLICIES



LAKE JACKSON

City of Enchantment



ADMINISTRATIVE POLICY

SUBJECT:

REVENUES

1. Development of Revenue Projection. During the budget process the City will estimate its future revenues using an objective analytical process. Past trends will be examined as well as expected future events. Additionally, a five year projection of revenues will be performed as part of the debt capacity analysis. This analysis is updated at least annually. It is utilized to plan the timing and amount of future bond issues so as to have the least possible impact on the overall tax rate.
2. User Charges and Fees. As part of the budget process user charges and fees will be examined and compared to the cost of providing the services. It is not intended for all services, such as recreation, to be fully supported by user charges. However, revenue from the user fees will be compared to the cost of providing service to facilitate City Council's policy decision regarding the level of support to be provided.

For Enterprise Funds, such as the Utility Fund which accounts for the water, wastewater and sanitation operations of the City, fees and charges will be established which fully support the total direct and indirect cost of the fund. Indirect costs include the cost of administration borne by other operating funds.

Additionally, for each of the operations accounted for by this fund a detail proforma will be presented projecting revenues and expenditures for three years.

3. One-Time Revenues - The City shall not use one-time revenue for continuing expenses. All new and continuing expenses will be provided for based on known and conservatively projected revenue sources. The identification of new, but on-time revenue opportunities will be used to fund one-time expenses such as capital equipment purchases and small capital projects not involving on-going operating expenses.

SUBJECT:

EXPENDITURES

1. Budgeted expenditures in the General Operating Fund and Utility Operating Fund will not exceed projected revenues.
2. Core services will be budgeted in order that outstanding quality services will be provided. Generally, only when known increases in revenues are going to take place or are planned (such as increased fees or industrial district revenue) will new or expanded services be considered.

SUBJECT:

INVESTMENTS

As adopted by the City Council, It is the policy of the City of Lake Jackson that the administration and investment of funds be handled as its highest public trust. Investments shall be made in a manner that will provide the maximum security of principal invested, employing limitations on maturities and diversification of the portfolio, while meeting the daily cash flow needs of the City; and conforming to all applicable Federal, State and local government statutes governing the investment of public funds. The receipt of a market rate of return will be secondary to safety and liquidity requirements. It is the intent of the City of Lake Jackson to pursue a passive investment strategy in which investments are held to maturity as opposed to an active strategy in which investments are sold prior to maturity. The earnings from investment will be used in a manner that best serves the public trust and interest of the City of Lake Jackson.

The investment policy applies to all financial assets of the City of Lake Jackson. These funds are accounted for in the City's Comprehensive Annual Financial Report and include the General, Special Revenue, Debt Service, Capital Projects, and Proprietary Funds. All cash of the various funds (excluding bond funds) are combined into the pooled cash fund for efficiency and maximum investment opportunity. Interest revenue derived from the pooled cash fund is allocated to the participating funds (monthly) based on the relative cash balance of each fund. Bond funds are invested in separate investment pool accounts. Maintaining these funds in separate accounts simplifies the calculation necessary for the reporting of arbitrage earnings. All funds in the pooled cash fund are to be administered in accordance with this policy.

The primary objectives, in priority order, of the City's investment activities shall be preservation and safety of principal, liquidity and yield.

SUBJECT:

FUND BALANCE

General Operating Fund. The City will seek to maintain an undesignated fund balance equal to 25% to 33% of budgeted expenditures for the General Operating Fund. Maintaining the fund balance at this level provides a source of funds in the event of an unexpected budget shortfall or in case of disaster. At the end of the current fiscal year we anticipate a positive budget variance in the General Fund. After determining the desired fund balance in the General fund, the remainder of the positive budget balance is transferred to the General Capital Projects Fund or other funds as directed by City Council.

Utility Operating Fund. The City will seek to maintain a working capital (current assets minus current liabilities) balance equal to 25% to 33% of budgeted expenditures for the Utility Operating Fund. Again, maintaining a balance at this level provides a source of funds in the event of an unexpected budget shortfall or in case of disaster. At the end of the current fiscal year we anticipate a positive budget variance in the Utility Fund. After determining the desired fund balance in the Utility fund, the remainder of the positive budget balance is transferred to the Utility Capital Projects Fund or other funds as directed by City Council.

General Debt Service Fund. This fund is treated as a combination interest and sinking fund and reserve fund for each of general obligation debt issues. The maximum reserve balance for each of the issues being the lower of 1) average annual debt service x 1.25, 2) maximum yearly payment, or 3) 10% of principal. The fund balance must stay under the maximum allowed reserve so that this fund maintains bona fide debt service fund status for arbitrage calculation purposes. All money in this fund has been raised from the assessment of property taxes for the purposes of debt service. As such, they may only be used for debt service.

Utility Debt Service Fund. The Utility Debt Service Fund is used for the accumulation of resources for the payment of Water and Sewer Revenue Bonds and also to provide a reserve as provided by the City's bond ordinances. These ordinances currently require the City to maintain a reserve equal to the succeeding fiscal year's principal and interest payment. Upon the issuance of additional debt, the ordinances allow the reserve to be raised to the required level over 60 months. Additionally, each month there must be deposited in the fund $1/6^{\text{th}}$ of the next maturing interest and $1/12^{\text{th}}$ of the next maturing principal.

ADMINISTRATIVE POLICY

Utility Projects Fund and General Projects Fund. The City will seek to maintain a minimum balance of \$500,000 in each of these funds. These balances will allow for the completion of necessary but unforeseen projects that may occur during the year.

Utility Contingency & General Contingency Fund. The City, by Charter requirement, will maintain a balance in these funds equal to 3% of its respective operating fund's budgeted expenditures. These funds are maintained strictly for emergency use and will only be used in the event that purchases cannot be accommodated through current year savings.

Economic Development Fund. The Lake Jackson Development Corporation established a target fund balance for this fund equal to the succeeding years debt service requirement. Because the sole source of income for this fund is sales tax, the Corporation board wanted to protect against the possibility of a downturn in revenue.

Equipment Replacement Fund. The fund balance in this fund is tied to specific pieces of equipment for which a reserve for replacement is provided.

Unemployment Insurance Fund. The City will seek to maintain a fund balance in this fund such that the interest earnings are sufficient to pay any claims.

Motel Occupancy Tax. There is no designated desired fund balance. Currently, City Council has chosen to spend down the fund balance and then operate year to year on revenues recovered.

Park Fund. The City will seek to maintain a \$100,000 balance in this fund. We are never sure there will be additional revenues (transfers) to this fund. Leaving a \$100,000 balance will allow at least one additional year of projects to be completed in the event funding is unavailable.

SUBJECT:

FUNDING OF CAPITAL PROJECT AND EQUIPMENT PURCHASES

The City desires to fund as many Capital Projects and equipment purchases as possible on a pay as you go basis. Larger projects, typically those over \$500,000, will be accomplished by the issuance of General Obligation Bonds. To accomplish this goal the City has established three funds, the General Projects Fund, the Utility Projects Fund and the Equipment Replacement Fund.

The primary revenue source for the General and Utility Projects Fund is year-end transfers from their respective operating funds. After taking into consideration any desired growth in the fund balance, positive budget variances are transferred to the capital projects funds. In budgeting for these funds a capital improvement plan is maintained and updated at least annually. City staff, with input from City Council and citizens continually assesses potential projects that will require funding. The City desires to maintain a fund balance of \$500,000 in each of the capital project funds. However, these funds are typically budgeted to end the year with a fund balance greater than this to enable City Council to approve some urgent projects that arise during the year.

The Equipment Replacement Fund is the primary source of funds for all of the City's equipment purchases, both replacements and additions. Rather than budget for equipment purchases in each department, each department pays a calculated amount into the equipment replacement fund on a yearly basis. This strategy prevents severe fluctuations in the operating funds from year to year created by the purchase of expensive equipment. Each

department's payment to the equipment replacement fund is budgeted in a line item labeled transfer to Equipment Replacement. The amount a department budgets as their transfer is calculated based on the equipment used by the department, the equipment's estimated cost and its estimated useful life. Each year the city typically budgets \$1 to \$2.0 million in equipment purchases.

SUBJECT:

PLANNING AND STRUCTURE OF CITY INDEBTEDNESS

The City's capital improvement plan calls for all but the largest, typically at least \$500,000, projects to be financed on a pay as you go basis through the General and Utility Projects funds. For larger projects the City will issue three types of debt instruments. These are General Obligation Bonds, Certificates of Obligation and Revenue Bonds.

General Obligation Bonds. The principal and interest on these bonds is paid with tax revenues. Any projects funded by the issuance of these bonds will be voted on by the citizens. Before the citizens vote, a detailed analysis and projection of the impact on the tax rate will be performed. The citizens will be informed via city newsletter, public meeting and other media what this potential impact on the tax rate is.

Certificates of Obligation. The principal and interest on these bonds is paid with revenue from the half-cent sales tax (Economic Development Fund). As part of the Lake Jackson Development's Corporation process, projects funded with Certificates of Obligation will have two public hearings before being approved. State law does not permit these additional half cent sales tax projects to be voted on individually. The ability to issue new debt to be repaid from the half-cent sales tax is based on the ability of the fund to make the principal and interest payments and still maintain a balance equal to the succeeding years principal and interest payment.

Revenue Bonds. The principal and interest on these bonds is paid with net revenues of the water and sewer system. A reserve fund, as required by bond ordinances, equal to the succeeding years principal and interest payment is maintained. However, if a surety bond is allowed to secure the payment of bonds this may be purchased in lieu of a reserve fund.

Sale of Bonds. The sale of bonds is coordinated by the City's financial advisors using a competitive bidding process.

Bond Rating. When issuing new bonds the City will seek bond ratings from two recognized rating agencies.

Bond Insurance. If financially advantageous to do so the City will insure its bonds to AAA.

Debt Service Schedule. The repayment schedule on each new series of bonds issued is structured with level principal payments rather than level debt payments. This results in a declining debt service schedule. The annual debt service amount will only increase from year to year if new bonds are sold.

ADMINISTRATIVE POLICY

SUBJECT:

ACCOUNTING, AUDITING & FINANCIAL REPORTING POLICIES

1. The City will maintain a high standard of accounting practices in conformance with Generally Accepted Accounting Principals (GAAP) for governmental entities as promulgated by the Governmental Accounting Standards Board (GASB).
2. An independent firm of certified public accountants will perform an annual financial and compliance audit according to Generally Accepted Auditing Standards (GAAS) and will publicly issue an opinion which will be incorporated in the Comprehensive Annual Financial Report.
3. Provide timely information including comparisons of expenditures to budgeted amounts to all department heads and directors.

SUBJECT:

CLASSIFICATION AND COMPENSATION PROGRAM

The City's Performance Pay plan aims to accomplish the following: recognize individual performance; equitably compensate employees based upon the market value of a position and the type of work performed; and attract, retain and motivate competent employees.

Each year the city studies the municipal market to see if it provides a competitive compensation plan. The City utilizes Texas Municipal League salary data for comparison of salaries and benefits of similar sized cities statewide. It is the city's intent to establish salary ranges competitively within the municipal market throughout the state.

The goal of the compensation plan is to set the starting pay for each position at 65% of the market survey for each position. The top of the range is then set at 30% above the starting pay. Market adjustments are effective October 1st of each year as the budget allows.

As part of its goal to recognize individual performance, performance evaluations for all employees are completed once each year. Merit increases are based on an employee's past annual performance. Employees may receive either a percentage increase in their hourly pay or a one-time lump sum payment. New employees are eligible for merit increases during the annual evaluation period if they have completed six months of employment with the City.

SUBJECT

FISCAL YEAR

The fiscal year of the City of Lake Jackson shall begin on the first day of October and shall end on the last day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year.

SUBJECT:

BUDGET PRESENTATIONS

The City Manager, between sixty and ninety days prior to the beginning of each fiscal year, shall submit to the Council a proposed budget, which budget shall provide a complete financial plan for the fiscal year, and shall contain the following:

- (a) A budget message, explanatory of the budget, which message shall contain an outline of the proposed financial policies of the City for the fiscal year, shall set forth the reasons for salient changes from the previous fiscal year in expenditure and revenue items, and shall explain any major changes in financial policy.
- (b) A consolidated statement of anticipated receipts and proposed expenditures for all funds.
- (c) An analysis of property valuations.
- (d) An analysis of tax rate.
- (e) Tax levies and tax collections by years for at least five years.
- (f) General fund resources in detail.
- (g) Special fund resources in detail.
- (h) Summary of proposed expenditures by function, department, and activity.
- (i) (Deleted Election April 7, 1956.).
- (j) Detailed summary of expenditures shown separately for each activity to support the summaries, (h) and (i) above. Such estimates of expenditures are to include an itemization of positions showing the number of persons having each title.
- (k) A revenue and expense statement for all types of bonds.
- (l) A description of all bond issues outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued and amount outstanding.
- (m) A schedule of requirements for the principal and interest of each issue of bonds.
- (n) The appropriation ordinance.
- (o) The tax levying ordinance.

CHARTER DIRECTIVES

SUBJECT: ANTICIPATED REVENUES

In preparing the budget, the City Manager shall place in parallel columns opposite the several items of revenue: the actual amount of each item for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year.

SUBJECT: PROPOSED EXPENDITURES

The City Manager in preparation of the budget shall place in parallel columns opposite the various items of expenditures: the actual amount of such items of expenditures for the last completed fiscal year, the estimated amount for the current fiscal year and the proposed amount for the ensuing fiscal year.

SUBJECT: PUBLIC RECORD

The budget and all supporting schedules shall be filed with the person performing the duties of City Secretary, submitted to the City Council and shall be a public record. The City Manager shall provide copies for distribution to all interested persons.

SUBJECT: PUBLIC HEARING

At the meeting of the City Council at which the budget is submitted, the City Council shall fix the time and place of public hearing on the budget and shall cause to be published in the official newspaper of the City of Lake Jackson, a notice of the hearing setting forth the time and place thereof at least ten (10) days before the date of such hearing. (Ord. No. 76-580, ~ 1, 2,-16-76)

At the time and place set forth in the notice required by Section 9.06, or at any time and place to which such public hearing shall from time to time be adjourned, the City Council shall hold a public hearing on the submitted budget, not earlier than the fourteenth day nor later than the third day before the date of final adoption of the budget as provided in Section 9.10, and all interested persons shall be given an opportunity to be heard for or against any item or the amount of any item therein contained. (Ord. No. 82-840, ~ 1, 2-1-82; Ord. No. 918, ~ 1, 2-6-84; Ord. No. 86-996, ~ 1, 2-3-86)

Editor's note - Ord. No. 86-996, ~ 1, adopted February 3, 1986, amended ~ 9.07 of the charter to read as set out herein. Said amendment was approved at referendum held April 5, 1986.

After the conclusion of such public hearing, the City Council may insert new items or may increase or decrease the items of the budget, except items in proposed expenditures fixed by law, but where it shall increase the total proposed expenditures, it shall also provide for an increase in the total anticipated revenue to at least equal such proposed expenditures.

SUBJECT: BUDGET ADOPTION

Vote required for adoption

The budget shall be adopted by the favorable vote of majority of the members of the whole City Council. The budget shall be finally adopted prior to the beginning of the fiscal year, and should the City Council fail to so adopt a budget, then the existing budget together with its tax-levying ordinance and its appropriation ordinance, shall remain in effect for the ensuing fiscal year, but only until such time as the Council passes a budget and tax-levying ordinance for the new fiscal year. (Ord. No. 82-840, ~ 1, 2-1-82)

Effective date of budget; certification; copies made available

Upon final adoption, the budget shall be in effect for the fiscal year. A copy of the budget, as finally adopted, shall be filed with the person performing the duties of City Secretary, the County Clerk of Brazoria County and the state Comptroller of Public Accounts in Austin. The final budget shall be printed, mimeographed or otherwise reproduced and copies shall be made available for the use of all offices, departments and agencies and for the use of interested persons and civic organizations.

Budget establishes appropriations.

From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes therein named.

Budget establishes amount to be raised by property tax.

From the effective date of the budget, the amount stated therein as the amount to be raised by property tax shall constitute a determination of the amount of the levy for the purposes of the City in the corresponding tax year; provided, however, that in no event shall such levy exceed the legal limit provided by the laws and constitution of the State of Texas.

SUBJECT: CONTINGENT APPROPRIATION

Provisions shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount not more than three per centum of the budget, to be used in case of unforeseen items of expenditure. Such contingent appropriation shall be under the control of the City Manager and distributed by him, after approval of the City Council. Expenditures from this appropriation shall be made only in case of established emergencies and detailed account of such expenditures shall be recorded and reported.

SUBJECT: BALANCED BUDGET REQUIRMENT

The total estimated expenditures of the general fund and debt service fund shall not exceed the total estimated resources of each fund (prospective income plus cash on hand). The classification of revenue and expenditure accounts shall conform as nearly as local conditions will permit to the uniform classification as promulgated by the National Committee on Governmental Accounting or some other nationally accepted classification.

CHARTER DIRECTIVES

SUBJECT:

EMERGENCY APPROPRIATION

The City budget may be amended and appropriations altered in accordance therewith in cases of public necessity, the actual fact of which shall have been declared by the City Council.

SUBJECT:

TAXATION

Tax limitation.

The City Council shall have the power under the provisions of the state law to levy, assess and collect an annual tax upon real and personal property within the City to the maximum provided by the Constitution and general laws of the State of Texas. However, the City Council shall not make, permit, or approve any increase in ad valorem taxes in any one year exceeding five (5) percent of the City's immediate prior year's ad valorem tax without approval by the electorate at an election held for that purpose. Such five (5) percent limitation shall not prevent increased taxations of taxable property when subsequent improvements are made, not prevent taxation of annexed property, nor shall it effect, limit or apply to debt service requirements and bond obligations. (Ord. No. 80-726, ~ 1, 2-11-80)

VISION

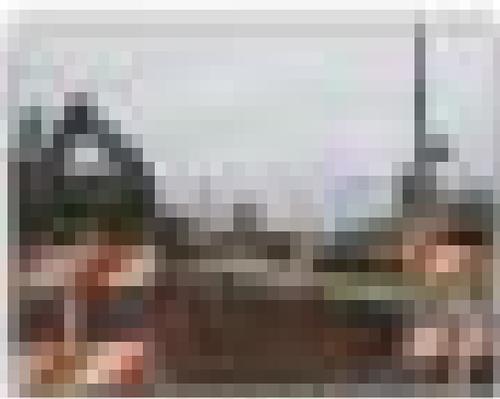


LAKE JACKSON

City of Enchantment

City of
Enchantment





THE CITY OF LAKE JACKSON

LAKE JACKSON IS A BEAUTIFUL CITY WITH A VARIETY OF ACTIVITIES AND ATTRACTIONS. FROM SHOPPING AND DINING TO BOATING AND FISHING, THERE IS SOMETHING FOR EVERYONE. THE CITY IS ALSO HOME TO SEVERAL HISTORIC SITES AND MONUMENTS.

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LAKE JACKSON

- LAKE JACKSON
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ENABLE GROWTH & REVITALIZATION

Promote quality growth following the established Master Plan.

VERY HIGH

IMPLEMENT DOWNTOWN REVITALIZATION	Coordinate design and engineering of South Parking Place
	Bid, contract and construct breezeway improvements between This Way and S. Parking Place
	Oversee construction of This Way, Center Way & portions of That Way & Parking Way
FACILITATE DEVELOPMENT OF ALDEN	Complete Planned Unit Development Application
	Complete Cost of Service Analysis & Agreement

HIGH

DECREASE NUMBER OF RESIDENTIAL STRUCTURES THAT DO NOT MEET MINIMUM HOUSING STANDARDS	Repair or demolish five residential structures (to be done under current funding levels)
	Review permitting process and requirements for new and remodeling of both residential and commercial structures.
UPDATE CITY'S COMPREHENSIVE MASTER PLAN	Establish goals and objectives for Master Plan study with City Council and Planning Commission
FACILITATE DEVELOPMENT OF AIRPORT	Participate in future project planning discussions

MEDIUM

FACILITATE DEVELOPMENT OF EXTRA-TERRITORIAL AREA	Present policy for rural subdivision development
FACILITATE REDEVELOPMENT OF DECLINING AREAS	No identified goals for FY 2011-12

ENHANCE COMMUNICATION & TECHNOLOGY

Build relationships through communication, technology and training.

HIGH

IMPROVE COMMUNICATION EXTERNALLY AND INTERNALLY THROUGH BEST PRACTICES & ENHANCED TECHNOLOGY	Add a TV in front lobby which continually runs the cable access channel 16
	Implement information subscription page on city website
RESOLVE INTERNET CONNECTION ISSUES	Research and determine a new method to connect City facilities to the Internet

MEDIUM

ENHANCE VISIBILITY OF LAKE JACKSON	No identified goals for FY 2011-12.
DEVELOP A CITIZEN REQUEST / RESPONSE SYSTEM	Develop in-house an access database to track calls/issues received and responses.
IMPROVE INTERACTION BETWEEN CITY COUNCIL AND BOARD & COMMISSION	Include Boards and Commissions in Annual Strategic Planning Process.
USE SOCIAL NETWORKS FOR COMMUNICATION	Continue to utilize Facebook and Twitter to reach out to community.
DEVELOP STANDARD COMMUNICATION FORMAT FOR COUNCIL & STAFF WHEN MEETING WITH CITIZENS	Prepare community presentations that focus on Strategic Plan with key updates on progress of community-wide projects.

MAINTAIN INFRASTRUCTURE

Maintain existing facilities and infrastructure at current high standards.

HIGH

UPGRADE INFRASTRUCTURE AND FACILITIES

Coordinate the replacement of 1,000 Hershey Water Meters under warranty.

Design, bid and construct \$1M bond projects – Oak Drive South & Oleander #3 outfall.

MAINTAIN FACILITIES & EQUIPMENT

Complete interior painting of Civic Center

Replace 1,000 banquet chairs at the Civic Center

Complete 2,000 man hours of sidewalk and street maintenance (replacement projects)

Administer construction of Anchusa ditch renewal as approved in bond package

Administer construction of upper slave ditch renewal as approved in bond package.

Replace 1,800 ¾" and 100 1" meters, Clean Well #14, Replace Wedgewood water line, continue with fire hydrant maintenance program and calibrate Large Customer meters.

Replace Blower #8 and Blossom sewer line.

IMPROVE ASSESSMENT OF INFRASTRUCTURE

Maintain condition assessment by assessing 100% of city maintained sidewalks and 20% of city maintained streets.

Complete \$155,000 in street maintenance repairs which include joint sealant, panel replacement and thermal vinyl painting

Develop prioritized list of street and sidewalk maintenance projects

Develop sign retro-reflectivity program

Update condition assessment for 20% of open ditches for sanitation, ponding and sloughing.

Establish standards and schedule for mapping and assessment of sanitary and storm sewer system

Complete existing fire hydrant database and add to GIS system.

Update Annual Assessment of major utility equipment

Certify database for drainage system inventory for asset management

MAINTAIN A WELL MANAGED CITY

Promote a culture of innovation and service.

VERY HIGH

HIRE AND RETAIN QUALIFIED EMPLOYEES	Fund merit adjust program for all full-time employees.
	Submit COPS Hiring Program 2011 grant for two additional Police Officers

HIGH

IMPROVE IN-HOUSE TRAINING OPPORTUNITIES FOR EMPLOYEES	Encourage the use of On Demand training for Microsoft classes as well as other personal development by training employees in the use of the SunGard Training and Development website
	Offer Parks & Recreation staff twelve supervisory training sessions and a twelve month customer service instructional series.
	Cross train employee to provide backup for health, code enforcement, plans review, apartment inspector and building inspections.
CONTINUE IMPLEMENTATION OF RECORDS MANAGEMENT	Implement digital storage of permanent files in personnel
	Begin transfer of engineering e-files to Questys Records Management System.
	Transition to internet based public information requests and handling

MEDIUM

ENHANCE CUSTOMER SERVICE	Provide the ability to make utility payments on the web site
REVIEW AND UPDATE CODE OF ORDINANCES AS NECESSARY OR AS DIRECTED BY CITY COUNCIL	Assist Municipal Court become a court of record
	Revise two chapters in the code of ordinances
	Present Fine Comparison Survey City Council with recommendation for changes.
USE NEW TECHNOLOGY TO IMPROVE AREAS OF OPERATIONS	Replace downtown water meters with new mosaic Wi-Fi meters
	Coordinate installation of H-GAC Radio Tower
INCREASE THE USE OF GIS TECHNOLOGY	This objective is on hold. There are no established goals for this budget year.

ENHANCE QUALITY OF LIFE

Provide excellent quality of life for all Lake Jackson citizens.

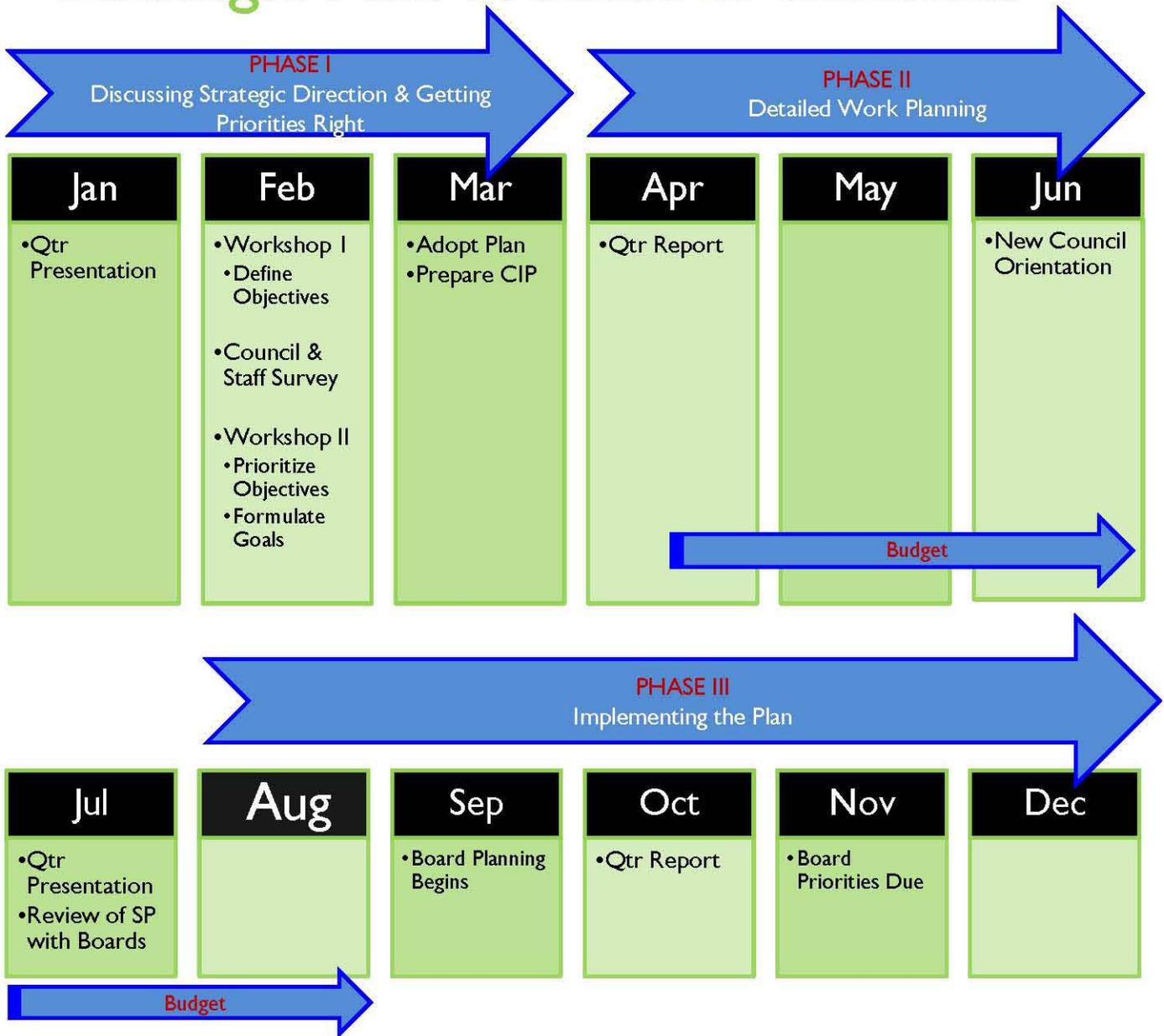
HIGH

PROVIDE COMMUNITY WITH AFFORDABLE AND FAMILY ORIENTED ACTIVITIES	Host Festival of Lights 2011 with more children activities than previous years.
	Host Senior Fest 2012
	Enhance both youth and adult programs through innovative programming.
	Establish programming for outdoor recreation and diversified populations.
PROVIDE QUALITY PARKS AND RECREATION	Re-evaluate park playground locations and replacement frequency to more accurately meet today's diminished usage patterns within neighborhood parks.
IMPROVE THE SAFETY OF OUR CITIZENS	Review and adopt changes as needed in the health ordinance.
	Educate citizens about issues of distemper in raccoons and disadvantages of relocating wildlife, as well as actively setting traps for capture.
	Install Stovetop Fire Stop Vent Hoods for the elderly, handicapped and others in the community with needs.
	Continue to develop the "Fall Prevention Program" and reduce the number of call by 10%
	Complete renovation of MacLean hike and bike trail resurface project
	Design, bid and construct FY 2011-12 sidewalk and ADA program.

MEDIUM

CONTINUALLY EVALUATE THE CITY'S PUBLIC TRANSPORTATION SYSTEM	Provide Quarterly updates to City Council on ridership.
PROMOTE AND SUPPORT CULTURAL OPPORTUNITIES IN THE CITY TO OUTSIDE AGENCIES	Explore expanding community events with Lake Jackson Historical Museum, Center for Fine Arts and Chamber of Commerce.

Strategic Plan Process & Calendar



MANAGER'S MESSAGE



LAKE JACKSON

City of Enchantment



MANAGER'S MESSAGE

The Manager's Message is submitted as part of the Proposed Budget on July 5, 2011. Later, the Approved Budget Transmittal Letter is published in the opening pages of this document, and itemizes any changes to the Proposed Budget as approved by the City Council.

The Manager's Message outlines major issues facing the City now and in the future. This section also provides a general overview of this City's financial status, as well as a discussion of proposed revenues and expenditures.



CITY OF LAKE JACKSON

25 OAK DRIVE • LAKE JACKSON, TEXAS 77566-5269 • 979-415-2400 • FAX 979-297-9804

The Honorable Mayor and City Council,

I present for your consideration the proposed Fiscal Year (FY) 2011-2012 Annual Budget and Work Document.

Last one in, Last one out

Traditionally, local government is the last to feel the effects of a recession and the last to recover from a recession. That is primarily due to how a recession affects local governments revenue sources. Take property taxes for example. Property values are based on the value of a home as of January 1st each year. It takes time (hence the term "lagging indicator") for property values to show up in appraised values. So, when the recession started and residents were feeling the brunt of it, their property values had not yet reflected the downturn. The reverse will be true when the values begin to climb again. It will take time for those increased values to show up in appraisals (which, again, are only done once per year).

The purpose of that mini-primer is that while we are starting to see other revenue sources recover, property values remain depressed. It appears, for the third year in a row, that property values will be down.

This has had a great affect on other governmental entities, especially school districts. The news out of Austin is not good for our school districts. They are facing very significant revenue declines.

Our City is affected by dropping property values, but not nearly as much as other governments. Our largest revenue source is our sales tax. And, our sales tax is beginning to slowly recover. So, our "recovery" is a mixed bag, with some revenue sources up, and others down. Overall our revenues should see modest growth this year. And, I hope that is a good sign for our long term future.

As you know, when the economy took a major downturn in late 2008, local industry laid off large numbers of contract employees. At that time I instituted a flexible hiring freeze that is still in place today. We have averaged between 20-25 openings over these past 2 ½ years-with 5 of those positions authorized but not funded. This was done to hold expenses down as revenues declined. We also have not given a raise to employees during this period. But, with council's permission we have been able to take a portion of the year end savings (accumulated in large part due to the hiring freeze) and have provided employees with a 3% lump sum payment the past two years. This has helped, but since it is a onetime payment our wages have not kept pace and now are well below our adopted compensation plan. This was a significant discussion during our Goals and Visioning process.

Setting our Goals

Since 2007 we have been operating under the following vision statement:

"Our vision is to create an ideal community to live, work and play for all"

We hold a series of workshops to review our strategic plan and set our goals and objectives for the

MANAGER'S MESSAGE

coming year. On January 31, 2011 the City Council met with the senior staff (City Manager, Assistant City Manager and City Attorney) to review our vision statement, mission statement, each vision element and its corresponding guiding principle statement. And generally had open discussion about the direction of the City.

Then on February 2nd and 3rd staff sessions were held to review the work of City Council from the January 31st session.

Finally on February 28th the second City Council workshop was conducted. Council heard the status of the goals of the previous year and to set priorities for FY 11-12 and beyond.

Please review the complete report on the strategic plan under the "vision" tab of the budget.

Three objectives emerged as the City Council's highest priorities. These are:

Vision Elements

"Enable Growth and Revitalization"

- Implement downtown revitalization
- Facilitate development of Alden

"Maintain a well managed City"

- Hire and retain qualified employees

As you know, we are well along in the \$5 million second phase of the Downtown Revitalization Project; and, money is being proposed out of the Lake Jackson Development Corporation to fund the planning of the next phase-South Parking Place.

The proposed \$450 million Alden development is currently on hold due to this difficult economy. Up until this "hold" staff had been working with the developer on his preliminary planned unit development application.

City Council spent a good deal of time wrestling with the desire to "hire and retain qualified employees", by providing some type of pay raise for employees. The last raise for employees was a 2% cost of living increase in October, 2008. Police employees (officers through lieutenants) received an additional allotment which got them up to a 4% Cost of Living Adjustment (COLA). That year City Council authorized a lump sum payment from year end savings of 3%, 4% or 5% based on each employee's performance evaluation.

In FY 2009-2010 and FY 2010-11, no increases in wages were included in the budget. But, council did authorize a 3% lump sum payment each year from the previous year's year end savings. These payments were made in December of 2009 and 2010.

Our compensation plan is based on a starting pay at the 65th percentile of a survey of Cities our size (20,000-40,000) in the State of Texas. We have not kept pace with our plan for many years now. Even if we adjust our starting pay to the 50th percentile and limited the survey to Cities between 20,000 and 30,000 many of our positions are below that rate as well. It has been tough. But, of course it has been tough for everyone during this "Great Recession". So, we have been grateful for our jobs and particularly grateful for the December lump sum payments the past few years.

But as we discussed at the workshops, it has been difficult to retain employees, especially in our technical certifications-those positions requiring certifications such as operators and police officers.

We have been particularly hard hit in our utility operations. As soon as we hire an employee and they get their operator's certification, industry or larger Cities in the Houston area hire them away from us.

Council made getting the employees a raise to their actual hourly rate/wage a top priority this year. There was the caveat from a couple of council members that we try to raise salaries without raising taxes.

Therein lies my conundrum.

Employee Salaries

Once again, because of savings generated by improved revenues and the hiring freeze, I will be able to propose a 3% lump sum payment in December for all full-time employees. That is a onetime expense that does not add to our operating budget or to the employee's hourly rate/wage.

I can also propose a 3% merit increase for all full-time employees. This will cost the General Fund \$156,000 and the Utility Fund \$64,000.

Complicating this effort is that we are predicting that property values will drop over \$40 million this year-which reduces revenues nearly \$200,000. Again, this is the third year in a row that property values will decline. We kept the tax rate at 39 cents/\$100 assessed value during this time, which has netted us slightly less property tax revenue.

Because of this property value decline, in order to raise the same property tax revenue as last year, our 39 cent tax rate would need to move to 40.315 cents (this is the "effective tax" rate as determined by the State mandated tax rate calculation).

I am placed in a difficult situation. I have traditionally proposed a budget by keeping the tax rate the same or lower. The exception to this "rule" has been increases necessitated by voter approved debt to finance bond projects. The 39 cent tax rate at the projected property values will net us nearly \$200,000 less revenue and would not allow for a salary increase for the third year in a row. If I move the tax rate to 40 cents this will bring in enough money to help pay for the 3% merit increase for employees in the General Fund. Yet, at 40 cents we would still be bringing in less property tax revenue than we have this year. So, when is a tax rate increase actually a property tax revenue decrease? Answer, when values fall by some \$40 million. By going to 40 cents we will be raising the tax rate, but it won't generate as much revenue as the 39 cent rate has done this year. Hence my dilemma. I can propose a 40 cent tax rate that will provide enough revenue for a 3% merit raise and not "technically" raise taxes. But that is hard to explain to taxpayers who, while overall appraised value has dropped, may not see a property value drop or even may see a value increase. To them, this is a property tax increase. To those with lower values the impact is no increase or an overall decrease in City taxes.

In weighing the overall goal of trying to provide employees with a much deserved wage increase against the desire not to raise taxes-I have chose the middle ground and am proposing the 40 cent tax rate. If through the budget process Council and the public are not in favor of this proposal I can simply remove the 3% merit pay increase from consideration and therefore keep the tax rate at 39 cents.

In order to afford the 3% merit in the Utility Fund we also will need to adjust the water/sewer/sanitation rates. As we prepare this budget we are already looking at a 10% water rate increase from the Brazosport Water Authority and a 4.4% increase to the tipping fees at the landfill. So, our rates will need to go up anyway. I will discuss the utility rates a bit later in this letter.

With all that in mind let's go to the highlights of the proposed budget for FY 11-12.

FY 2011-2012 Highlights

Before getting into any details of the proposed budget, below is a summary in "bullet" format:

- The combined General and Utility Operating budget for FY 11-12 is proposed to be \$27,133,172. That is \$573,655 or 2.1% more than the FY 10-11 adopted budget of \$26,559,517.
- The General Fund Operating Budget is proposed at \$16,577,815. This is \$286,417 or 1.75% more than the \$16,291,398 FY 2010-11 budget.

MANAGER'S MESSAGE

- The Utility Fund Operating Budget is proposed at \$10,555,357. This is \$287,238 or 2.8% more than the \$10,268,119 FY 2010-11 budget.
- I am recommending a 3% merit raise for all full time employees. Cost of this increase is \$156,000 to the General Operating Fund and \$64,000 to the Utility Operating Fund.
- I am recommending a 3% end of year lump sum payment to each full-time employee from projected year-end savings. The cost of this payment will be \$242,600 to the General Operating Fund and \$70,400 to the Utility Operating Fund.
- Benefits costs primarily for health costs and retirement costs will increase, even without the proposed 3% merit raise, \$128,684 to the General Operating Fund and \$52,600 to the Utility Operating Fund.
- No new positions are proposed for FY 11-12. No authorized but "unfunded" positions are restored in FY 11-12 either. Positions still left unfunded for the third year are:
 - One service writer in the garage
 - One custodian at the Civic Center
 - the Assistant Police Chief
 - One laborer in the Drainage Department
 - One Code Enforcement Officer
- I am recommending a reclassification of our utility operators to a higher pay scale to attempt to retain these people once they become certified. This cost is \$24,600 for FY 11-12.
- I recommend a tax rate of 40 cents. The current tax rate is 39 cents. The "effective tax rate" which would raise the same level of property tax revenue as last year is 40.315 cents.
- The BWA is increasing water rates to the City of 10%. This increases our water costs in the Utility Operating Budget by \$119,720.
- Landfill tipping charges at the landfill are increasing 4.4%.
- I recommend increasing residential utility rates to cover rate increase to the City (such as the BWA) and to cover increased costs for wages/benefits as follows:

	<u>Current Rate</u>	<u>Proposed Rate</u>
Water base rate	\$10.30/mo	\$11.00/mo
2,000-20,000 gals	2.95/1000	3.05/1000
Over 20,000 gal	3.20/1000	3.30/1000
Sewer base rate	10.30/mo	11.00/mo
Over 2,000 gals	3.23/1000	3.30/1000
Sanitation rate	14.00/mo	14.40/mo
State sales tax	1.33/mo	1.36/mo
Recycling fee	2.10/mo	2.10/mo

- The base rate therefore will increase from \$38.03/month to \$39.86/month. This is a \$1.83/month or a 4.8% increase.
- The average residential customer (7,000 gallon usage) would see their bill increase from \$68.93/month to \$71.71/month-a 3.9% increase.
- Commercial rates will increase 3%.
- I have recommended restoring the fire hydrant maintenance/testing program. This costs \$15,000/year.
- I have recommended restoring funding to the large water meter testing/maintenance program. This costs \$15,000/year.
- At the April 11, 2011 Capital Improvement Workshop, City Council has proposed \$594,395 in General Fund Projects; an additional \$600,000 over two fiscal years from the ½ cent sales tax moving to fund Recreation Center improvements; \$118,125 to place flashing school zones lights at as many school zones as possible from funds from the red light camera's; and, \$102,873 is what's left from remaining Court/EOC bond funds to remodel Police Department offices.
- From that same CIP workshop City Council proposed spending \$175,000 from the Utility Projects Fund to resume the \$110,000 annual water meter replacement project and propose \$65,000 to replace the A/C system at the Wastewater Treatment Plant lab.
- I recommend \$30,000 annually split between the General and Utility Operating Funds to keep our fiber optic connection to Brazosport College once the college's site at the Four Corner's Shopping Center downtown closes.
- We will see a \$31,070 decrease in overall electric costs to the City as the result of the recently renegotiated long term electric contract with TCAP which dropped our electric rate one cent per KWH to approximately 7.4 cents.
- Natural gas costs should decline over \$20,000 in the operating budget due to lower costs, and we entered into a contract for natural gas with the General Land Office (GLO) for the Recreation Center at a lower rate than we were getting from CenterPoint.
- Gasoline and diesel costs should rise slightly across the board by about \$3,800. The sharp rise in gasoline/diesel prices has been blunted because our heavy vehicle fleet is largely operated on CNG.

Major Issues

I have already discussed the economy, and before getting into the details of the proposed budget, I would like to review a few of the major issues that we are working on now.

2010 Bond issue progress

In May 2010 voters overwhelmingly approved a \$7 million bond issue. This issue was in two propositions. The first is for \$3 million to do repairs to streets affected by the 2009 drought (\$1 million) and

MANAGER'S MESSAGE

drainage improvements (primarily on the main drainage channel South of 332) for another \$2 million.

The \$1 million street repairs are under way. Mike Sorrell, Inc. won the bid and started work on This Way and on Lake Road. This entire project should be completed by the end of this fiscal year.

The \$2 million drainage portion is in the design phase.

The second proposition for \$4 million in street repairs for all or portions of Magnolia, Gardenia, Laurel, Chinaberry, Camellia and replacements of the following courts: Bluebonnet, Camellia, Elm, Hybiscus, Lantana, Lupine, Periwinkle and Vinca is scheduled to be sold in 2013.

The ironic thing about the current work on streets affected by the previous drought is that we find ourselves in a worse drought now.

Southern Brazoria County Transit

We have now completed our first full year of our "new" bus system-Southern Brazoria County Transit (SBCT). Operated by Connect Transit (a subsidiary of the Gulf Coast Center) on behalf of the Cities of Angleton, Clute, Freeport and Lake Jackson.

The ridership numbers through a full year of operation ending May 2011 was 65,419 rider trips provided by SBCT. That is an average of 265 trips per day for the five routes that comprise SBCT.

Plans are currently underway to place shelters at key stops and benches at most other stops.

Lake Jackson's share for the first year of operation was \$41,700. The remainder of the cost for this service comes from the Federal Transit Administration, Federal Stimulus Money (ARRA) and the other partner Cities. Lake Jackson has set \$150,000 in capital money aside for the first three years of operation. After that we will need to review the success of the operation and determine whether to move this cost into our operating budget at that time.

Downtown Revitalization

The second phase of the downtown revitalization process is on-going. This \$5 million project funded by the Lake Jackson Development Corporation (1/2 cent sales tax revenue) was awarded to Lucas Construction. The project has fallen behind by about 8 weeks primarily due to the scope of the project and the failure of the concrete on the initial pours to set up as quickly as hoped. Our hope is that these issues can be resolved and the project will get back on time. Construction should end about a year from now.

In the proposed FY 11-12 budget is \$150,000 earmarked from the LJDC to fund the design of the next phase of the downtown project-South Parking Place.

Texas Department of Transportation (TxDot) Projects

The FM 2004 widening project from SH288 to business 288 and the overpass at the Old Angleton Road was completed in May, 2011.

The service roads along the 288/322 project are complete and work is on-going to build the main lanes and the overpasses at This Way, Oak Drive, Plantation, Dixie Drive (Clute), Main (Clute). The entire project will likely be completed in late 2012 or early 2013.

We are grateful that funding was secured by TxDot for these projects before the economy went into its tailspin.

These projects will improve safety, mobility and in the case of 288/332-hurricane evacuation.

Municipal Court/Emergency Operations Center

We held the grand opening of the new Municipal Court/EOC on February 5, 2011. While we finished this project within available funding, it was completed well beyond its projected completion date.

Oak Drive

The final project of the 2005 bond issue, Oak Drive from Circle Way to That Way was completed in May, 2011. This project also came in on time and on budget.

Alden

For this past year we have been working with the owner/developer, CRESCO, Inc. (Maury Ruben) on plans for the proposed \$450 million Alden development located in our Northwest development corridor just South of the Brazoria County Airport-now known as the Texas Gulf Coast Regional Airport in Brazoria County, Tx.

Mr. Ruben is working to get preliminary plans and the Planned Unit Development (PUD) application submitted and approved. Work also continues on the cost of service agreement. However, once these items are completed the project will be placed "on hold" until the economy and housing market improve.

Census

We were quite surprised when the 2010 census numbers came in at 26,849. This is only 463 more residents than the 26,386 census numbers for 2000. Just as recently as 2008 the Houston Galveston Area Council (HGAC) had our population at over 28,900. That is about what we had been expecting.

We have been reviewing the census and so far no obvious/simple error has been found to dispute the census numbers. We are still baffled about the final number and wonder whether that many people chose not to participate in the census, or if, density numbers have simply decreased per household.

We will continue to examine these numbers, but don't expect to see any change once all is said and done.

Airport

We have been working with Brazoria County on plans to extend water and sewer service to the airport. The airport sits in Lake Jackson's Extra Territorial Jurisdiction (ETJ).

Following our development rules, extension of roads and utilities is at the expense of the owner/developer. Once extended those are then turned over to the City to become part of our system and to be maintained by us.

At this time last year I thought the synergy was building for the development of this Northwest growth corridor. We had both the Alden development and the airport looking at extending these services. We worked with both to develop various option and scenarios. But, as noted earlier, it appears the economy has simply put all those plans on hold for now.

It is my hope that the economy begins to turn and this exciting development can get back on track.

Industrial District

We are currently in negotiations on the Industrial District Contract. The latest contract was signed in 2001 and ran for 10 years. The contract was to expire- in March, 2011. During negotiations we extended the current contract through September, 2011. Our industrial district is unique. While most contracts involve one City and one or multiple industries, ours involves three Cities (Clute, Freeport and Lake Jackson) and multiple industries, led by Dow and BASF.

A little history. Back in 1973 industry approached the Cities (at that time Richwood and Lake Barbara were also in the mix) about entering into an Industrial District Contract. The purpose of these agreements is to negotiate a payment in lieu of taxes between the parties.

The Cities agree not to annex the property in the "district" and industry does not demand city services. At the time these agreements were authorized by the State legislature, there had been a great deal of unbridled annexation going on in the State. These agreements were seen as a way to meet the needs of both parties

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without the need for annexation.

The initial contract was signed in 1973 and ran for 7 years. An amount for the payment was negotiated and set by the parties. The same occurred in 1980 and 1987. In 1994 a formula was devised to determine the payment. The formula is based on the value of the property in the district by each Cities jurisdiction, a weighted tax rate of the three Cities tax rates and the percentage of the property value subject to the weighted tax rate. The Cities then receive a negotiated percentage of the payment. That contract ran till 2001. In 2001 the contract was amended to establish a floor value of \$3.157 billion subject to the formula. Industry at the time anticipated substantial growth in the districts value and felt that the floor would never come in to play. Unfortunately the values in the district have now dropped below the floor on several occasions. That is the case now. Also, the percentage of the values subjected to the weighted tax rate went from 32.5% in 2001 to 50% in 2010. And as noted earlier, this contract was set for 10 years.

We continue to have a goal of keeping our local industry competitive and at the same time provide for the needs of our communities. To that end our industrial district remains the lowest along the Texas Gulf Coast.

We will need to have the revised contract in place by the end of this fiscal year. This contract will have significant impact on the budgets of the member cities for some time to come.

Election Decision

A few years ago Congress passed The MOVE Act to provide more opportunity and time for our overseas military personnel to vote. As valuable as this effort is, it has had serious unintended consequences on our local election schedule. We will no longer be able to hold our City Election each May, unless we buy the election equipment and conduct the election by ourselves. We may need to move the general election date in November or change our council terms from 2 years to 4 years and hold our elections every other May.

This issue is before our Charter Review Commission and we will need to take a proposal to the voters this November.

Master Plan

Our last full master plan process was completed in 1994/95. Every five years the Planning Commission has reviewed the plan and our status. It is time to begin looking at setting up the process for the next full master plan review. Since money is very tight right now, what I suggest we do this year is to work to develop a template and timeline for the master plan process. We will also need to set the qualifications and expectations for the consultant to work with us on this important planning effort. Twenty (20) years ago we used the firm of Sedway/Cooke to help guide us through the process. That plan has served us well, as has each previous master plan. And, as you know Lake Jackson is one of the few privately master planned communities in the United States. Alden Dow developed the first master plan along with Mr. A.P. Beutel back in the early 1940's. The first spade of dirt to build our fair City was turned on December 8, 1941 - the day after the attack on Pearl Harbor. The first families moved into our City in April, 1943. The unique design of our winding streets, the strict zoning regulations have served our City well over the past 68 years. Our challenge is to maintain that unique character that is Lake Jackson, while positioning ourselves for the growth and challenges of the next 20 years.

Review of FY 10-11 Operating Budget

General Operating Budget

I expect that we will receive \$16,554,222 in General Operating Revenues in FY 10-11. This is \$262,824 or 1.6% more than the FY 10-11 budget of \$16,291,398.

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Sales tax revenues have begun to recover as I estimate that we will receive \$4,540,000 in sales tax in FY 10-11, some \$109,728 (2.5%) more than what we budgeted for FY 10-11 - \$4,430,272.

Other revenue bright spots included an expected increases is Recreation Center revenues (\$55,376), Civic Center Rentals (\$29,350), building permits (\$34,300), franchise fee payments - \$28,507-primarily from cable (Comcast) and natural gas (CenterPoint), and interest income (\$13,986).

On the expenditure side the hiring freeze has once again helped us save money. However, as revenues have recovered I have been selectively allowing the hiring of vacant positions - such as at the Recreation Center. I am projecting General Operating Fund expenditures to end at \$15,695,704 in FY 10-11. That is \$595,694 (3.6%) less than the FY 10-11 budget. Of this \$378,804 is in projected savings for wages and benefits. The remaining \$216,890 is simply a result of tightening our belt and trying to watch every expenditure.

With the proposed \$242,600 to fund a possible 3% lump sum payment to employees in December, that brings the projected year end FY 10-11 expenditures to \$15,938,304, still well below budget.

General Operating Fund (estimated at 9/30/11)

	<u>FY10-11 Budget</u>	<u>FY10-11 Projected</u>	<u>Difference</u>
Revenues	\$16,291,398	\$16,554,222	\$262,824
Expenditures	16,291,398	15,938,304	353,094
Excess<Deficit>	0	\$615,918	\$615,918

Utility Operating Fund

I anticipate that utility operating revenues to be \$10,282,889 or \$14,770 (0.1%) more than the FY 10-11 budget of \$10,268,119.

Water/sewer sales have been strong this year, and as this drought continues revenues will likely increase above this projection. During dry conditions in the past we would have to invoke our drought contingency plan earlier than most Cities because of our limited pumping capacity. We always had an ample supply of water. The problem was the pumping system. We have corrected that and our drought contingency plan threshold has risen significantly. Hence, even during this drought we have not had to implement our plan as of yet.

I expect expenditures to finish around \$10,006,733 or \$261,386 (2.6%) less than the \$10,268,119 budget. \$114,381 of these projected savings are the result of the hiring freeze.

With the proposed \$70,400 to fund a possible 3% lump sum payment to employees in December, that brings the projected year end FY 10-11 expenditures to \$10,077,133, still below budget.

Utility Operating Fund (estimated at 9/30/11)

	<u>FY10-11 Budget</u>	<u>FY10-11 Projected</u>	<u>Difference</u>
Revenues	\$10,268,119	\$10,282,889	\$14,770
Expenditures	10,268,119	10,077,133	190,986
Excess<Deficit>	0	\$205,756	\$205,756

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Year End Transfer

Each year we take positive operating fund balances and consider making transfers for various uses - generally to our capital projects funds.

As mentioned earlier, I am asking that we use \$242,600 from the positive General Operating Fund balance for FY10-11 to the General Contingency Fund. And, transfer \$70,400 from the positive Utility Operating Fund balance for 10-11 to the Utility Contingency Fund. These funds would then be used to provide a 3% lump sum payment to employees to be distributed in December, 2011. Our employees have worked hard to cover for the various "open" positions and to cut costs this past year. It is my hope that they can share in these savings. I am proud of their efforts and would recommend this payment.

I am recommending that the remaining \$615,918 of the positive General Operating Fund year-end balance be transferred to General Capital Projects. This will leave our fund balance at 9-30-10 at \$4,890,504. This equals 29.5% of the proposed \$16,577,815 FY 11-12 General Operating Fund. Our policy is to maintain an operating fund balance between 25% and 33% of annual expenditures.

The Utility Operating Fund is projected to have a \$205,756 positive balance at 9-30-11. I recommend this be transferred to the Utility Projects Fund. This will leave our Utility Operating Fund balance at 3,244,072. This will equal 30.73% of the proposed FY 11-12 budget of \$10,555,357.

THE PROPOSED FY 11-12 BUDGET

By Fund

General Operating Fund

The proposed General Operating Budget proposed for FY 11-12 is \$16,577,815. \$286,417 or 1.8% more than the FY 10-11 budget of \$16,291,398.

Revenues

The Brazoria County Appraisal District has estimated our assessed value at \$1,443,499,132. This is down 0.2% over last year's certified tax roll of \$1,446,706,142.

We anticipate that property owner appeals will reduce the final value (which we generally receive in late July) to \$1,400,194,158 or about a 3.2% less than the FY 10-11 certified roll. This is the third year in a row that we are anticipating that property values in our City will go down overall.

I have estimated that \$10 million of the values comes from new properties or improvements being added to the tax roll. If that is the case, and you remove that \$10 million from the estimate to determine the existing property value for FY 11-12, we are talking a 3.9% decrease in assessed values on existing properties. The history of value increase, and now decreases, of existing properties from year to year is

Assessed Value Increase (Decrease) for Existing Property Year to Year

2001	4.6%
2002	3.02%
2003	3.70%
2004	2.65%
2005	1.88%
2006	1.64%
2007	1.21%

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2008	0.79%
2009	<0.4%>
2010	<2.4%>
2011	<3.9%>

The actual cost to any single taxpayer will depend on whether their individual appraised value increases, decreases, or remain the same.

Tax Rate

I am recommending a tax rate of 40 cents. Based on the State calculated "effective tax rate" for FY 11-12 of 40.315 cents the 40 cent tax rate is "decreasing" 0.7% from the "effective tax rate". This is odd, but with values declining a 40 cent tax rate will bring in less revenue in FY 11-12 than the 39 cent tax rate brought in FY 10-11. The "rollback rate" is 42.246 cents.

I am recommending a maintenance and operations rate of 23.9308 cents, up slightly from FY 10-11 rate of 23.4474 cents. The debt service rate for FY 2011-2012 will be 16.0692 cents, up over the FY 10-11 rate of 15.5526 cents. This is how our tax rate compares with other communities:

City	Population	Rate	City	Population	Rate
Alvin	24,236	0.8036	Galveston	57,500	0.5540
Baytown	71,802	0.7870	Missouri City	74,853	0.5284
Brazoria	2,974	0.7623	La Marque	14,509	0.5144
La Porte	34,261	0.7100	Rosenberg	33,962	0.5000
Freeport	12,708	0.7083	Conroe	58,431	0.4200
Angleton	19,123	0.7060	Dickinson	18,680	0.4086
Deer Park	32,010	0.7050	Lake Jackson (proposed)	26,849	0.4000
Richwood	3,594	0.6937	Lake Jackson (current)	26,849	0.3900
Nassau Bay	4,500	0.6921	Jones Creek	2,160	0.3800
Clute	11,211	0.6720	West University Place	15,613	0.3741
Pearland	91,252	0.6651	Shenandoah	2,134	0.3242
Houston	2,257,926	0.6388	Sugar Land	84,511	0.3000
League City	83,560	0.6160	Tomball	10,281	0.2515
Katy	14,102	0.5937	Webster	10,613	0.2325
Friendswood	38,000	0.5851	Humble	15,133	0.2000
Bay City	18,450	0.5641			

Sales Tax

Sales Tax has begun to rebound after a very sluggish 3 year period. I anticipate sales tax receipts to end FY 10-11 at \$4,540,000. Up 2.4% from the \$4,430,272 million we budgeted in FY 10-11. I am budgeting sales tax revenues to be up 1.5% next year or \$4,608,100 in FY 11-12.

The following chart shows our sales tax collection history since 1999:

Fiscal Year	one cent sales tax	half cent sales tax	percentage growth
1999	\$3,460,834	\$1,730,417	3.52%
2000	3,601,981	1,800,991	4.08%
2001	3,673,682	1,896,841	1.99%
2002	3,778,512	1,889,256	2.85%
2003	3,726,533	1,863,267	<1.38%>
2004	3,810,459	1,905,230	2.25%
2005	3,914,130	1,957,065	2.72%
2006	4,261,667	2,130,834	8.88%

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2007	4,618,469	2,309,235	8.37%
2008	4,553,842	2,337,252	<1.40%>
2009	4,634,553	2,408,688	1.77%
2010	4,432,443	2,277,196	<4.36%>
2011 (projected)	4,540,000	2,350,000	2.43%
2012 (budgeted)	4,608,100	2,373,500	1.50%

General Operating Fund Expenditures

I am recommending that the General Operating Budget for FY 11-12 be \$16,577,815. This is \$286,417 or 1.75% more than the FY 10-11 budget of \$16,291,398.

For the most part this is a "status quo" budget. No new employees are proposed and no major changes are proposed for our operating costs. What is changing is my attempt to meet the goal set by Council during the goal and visioning process to get a raise to employees. As mentioned at the beginning of this letter employees haven't seen an increase in their hourly rate/wages for going on three years now. We have not been meeting our compensation plan and some pay ranges have fallen below the 50th percentile, much less than the 65th percentile targeted in our compensation plan.

Again the cost for the 3% merit for general operating fund employees will cost \$156,000. This along with \$128,684 in health and retirement cost increases that are required regardless of whether the merit increase is authorized or not constitutes practically all of the increase in costs projected for FY 11-12.

I recognize that this is a very difficult situation and I appreciate City Council's willingness to consider this raise for employees.

However, in the event this raise cannot be provided this year, I will simply remove the \$156,000 and drop the tax rate back to 39 cents. As a final thought on the tax rate, in the event that the assessed values do not drop as much as we are expecting, then I can pair back the tax rate to somewhere below 40 cents.

I am still leaving five positions "authorized" but unfunded. This will be the third year in a row. They are:

- Assistant Police Chief
- Service writer (garage)
- Code Enforcement Officer
- Custodian at the Civic Center
- Laborer in the Drainage Department

Of interest, if revenues continue to recover - especially our sales tax revenue - I will strongly consider lifting the hiring freeze. As always, I would work to hold expenditures within budget, but going back to full staffing (except for the unfunded positions) will reduce year end savings. But the flip side of that will be getting us back onto our regular work schedules. That would be nice to see.

Utility Operating Fund

The Utility Operating Fund budget proposed to be \$10,555,357 in FY 11-12. This is \$287,238 or 2.8% greater than the FY 10-11 budget of \$10,268,119.

Utility Operating Fund Revenues

As I mentioned in the highlights section of this letter we have been notified by the Brazosport Water Authority (BWA) that they will raise our water rates by 10%. The City buys 2 million gallons per day on a

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365 day contract - take or pay. We supplement our water needs with 13 water wells. Generally we use 70% BWA water to 30% well. This 10% increase in rates charged to the City will cost \$119,720 extra, bringing our BWA water bill to \$1,316,920 per year.

Also, the landfill has announced a 4.4% tipping fee increase. We are budgeting \$667,993 for tipping fees in FY 11-12.

These cost increases, along with the 3% merit raise proposal (\$64,000) necessitate consideration of a rate increase.

The proposed base bill will increase about 4.8% as shown below:

<u>Base bill</u>	<u>Current</u>	<u>Proposed</u>
Water	\$10.30/month	\$11.00/month
Sewer	10.30/month	11.00/month
Sanitation	14.00/month	14.40/month
Recycle fee	2.10/month	2.10/month
*Sales tax	<u>1.33/month</u>	<u>1.36/month</u>
	\$38.03/month	\$39.86/month

Difference + \$1.83 (4.8%)

*State law required sales tax be applied to sanitation services

For usage above the 2,000 gallon base water will increase from \$2.95/1000 for usage from 2,000-20,000 gallons to \$3.05/1000. For water usage above 20,000 gallons the charge increases from \$3.20/1000 to \$3.30/1000. Sewer usage over 2,000 gallons is moving from \$3.23/1000 to \$3.30/1000. The maximum sewer usage billed to a resident is 15,000 gallons.

So, a typical resident using 7,000 gallons of water would see his/her utility bill increase from \$68.93/month to \$71.61/month - an increase of \$2.68/month or 3.9%.

The following chart shows how our current and proposed rates with other cities in our region:

<u>Combined Monthly Rate</u>	<u>5,000 Gal.</u>	<u>Combined Monthly Rate</u>	<u>10,000 Gal.</u>
Manvel	67.00	Deer Park	106.84
Deer Park	65.69	Houston	97.41
Conroe	55.60	Manvel	87.00
Nassau Bay	52.50	West University Place	83.64
Bay City	50.30	Webster	81.86
La Marque	49.70	La Marque	80.70
West University Place	47.31	Bay City	80.00
Houston	47.07	Pearland	77.03
Humble	45.10	Nassau Bay	77.00
Clute	44.60	West Columbia	76.48
Pearland	44.27	Freeport	75.20
West Columbia	43.68	Rosenberg	74.16
Sugar Land	43.48	Clute	74.10
Rosenberg	43.06	Angleton	73.75
Angleton	42.50	Lake Jackson (proposed)	72.80
Richwood	42.40	Alvin	72.44
Alvin	42.00	Richwood	72.40
Lake Jackson (proposed)	41.05	Lake Jackson (current)	70.04
Freeport	40.70	Conroe	68.93
Lake Jackson (current)	39.14	Sugar Land	67.03
La Porte	33.39	Humble	61.60
Webster	32.05	La Porte	61.04
Katy	23.49	Katy	41.78

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Utility Operating Fund Expenditures

- 10% increase from the BWA, increased cost \$119,720
- 4.4% increase in tipping fees at the landfill.
- \$64,000 to fund 3% merit increase for full time employees.
- \$52,600 increase health and retirement costs regardless of whether 3% merit raise is approved.
- \$15,000 to restore the annual fire hydrant maintenance/testing program we suspended for cost reasons last year.
- \$15,000 to restore the annual large water meter maintenance/testing program we suspended for cost reasons last year.
- \$15,000 is budgeted in the utility fund and is material with \$15,000 in the General Fund to maintain our internet connection once the Brazosport College location downtown closes and we have to provide the connection to the main campus.
- \$24,600 to reclassify operator positions to a higher pay scale to hopefully retain these employees once they receive their certification.
- \$45,246 increase in equipment replacement in the wastewater department to set up the replacement schedule for the new vactor truck acquired during FY 10-11 as budgeted.
- All other expenditures should remain fairly stable next year.

In the event City Council chooses not to authorize the 3% merit increase, I will drop the proposed utility rates accordingly.

Other Funds

Capital Project Funds

I anticipate transferring \$615,918 and \$205,756 of the positive FY 10-11 year end operating balances to the General and Utility Capital Projects funds respectfully. This money will be available to allocate to projects in FY 2012-13.

On April 11, 2011 City Council held its annual Capital Projects Workshop. The priorities set by City Council for the General Capital Projects are:

Sidewalks/ADA (annual allocation)	\$75,000
Air Conditioning replacements (annual)	15,000
Fuel Tank monitoring system replacement	13,200
Plantation Spur (reconnecting Azalea to Plantation)	125,000
Demo of condemned buildings (annual)	25,000
Civic Center interior painting	13,500
Civic Center chair replacement	100,000
Repair mulch site driveway	24,000
Service Center asphalt overlay	40,000
Paint exterior of Fire Station #1	15,000
Range ball dispensing machine (Golf Course)	5,595
MacLean adult softball restroom	95,000
Low resolution aerials (Engineering)	8,100
Fire Station storage room	10,000
Cart Path extension (Golf Course)	<u>30,000</u>
	\$594,395

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We strive to maintain a minimum balance of \$500,000 in each Capital Projects Fund. After the above proposed expenditures our balance in the General Projects Fund will be \$558,012.

For the Utility Projects Fund the following projects were approved:

Wastewater Treatment Plant lab a/c repl.	\$65,000
Restore annual meter replacement program	<u>110,000</u>
	\$175,000

After the projects are completed the Utility Projects Fund balance will be \$511,211.

Two other projects are proposed to be funded from other sources. I am recommending we use the balance of the funds in the red light camera fund to install \$118,125 in flashing school zone lights. The intent is to make as many of those school zones "lighted" zones. And from funds remaining from the Municipal Court/Emergency Operations Center bond, I propose \$102,873 be allocated to the Police Department for remodeling of various offices and relocation of the evidence room and the crime lab.

Parks Fund

The Parks Board has recommended the following projects to be funded in FY 2011-2012:

Kid Fish	\$4,500
Public relations (Parks & Recreation materials, media, etc.)	5,000
Park renovations (playgrounds, water fountains along OCD)	50,000
Hike/Bike (seed money for connection project)	10,000
Shy Pond pier replacement	30,000
Dog Park (use as match for possible grant)	5,000
Contingency (port-o-potties@ Dunbar)	<u>15,000</u>
	\$119,500

These projects will reduce the Parks fund balance to \$218,132.

Monies for the parks fund come from developers who choose to pay money in lieu of parkland when developing a subdivision (this has not happened in quite some time). Also funding is occasionally provided from the positive General Operating Fund year-end balance. Last year \$100,000 was transferred here from year-end 09-10 savings.

Parks Board funds are dedicated funds to be used for Park and Recreation projects only.

Equipment Replacement Fund

For major pieces of equipment-generally our "rolling stock" we set aside an annual amount for each designated unit in an effort to provide funds for when that particular unit needs replacing. This fund has been indispensable in keeping our fleet up to date. This year I recommend the following purchases:

Replace administration van (706)	\$25,000
4 patrol cars (units 897, 899, 1017, 1016)	\$108,000
2 Police staff (detective) vehicles (781,780)	50,000
Replace 3 motorcycle radar units	9,000

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Replace thermal imaging camera (Fire)	12,000
Replace 3 mowers (Parks)	30,000
Replace three pickups (747,692,744)	60,000
Replace flatbed truck in streets (617)	88,000
Replace 3 mowing decks in Drainage	16,650
New mini-track hoe in Drainage	42,000
Replace two crew trucks in Wastewater (764,702)	87,000
Replace blower #8 at WWTP	25,000
Replace 2 commercial sanitation tanks	188,000
Replace 4 roll off containers in Sanitation	20,000
Replace 4 cu yd. dumpster in Sanitation	20,000
Computer Equipment (city wide)	<u>185,000</u>
	\$965,650

There were two requests from directors that I did not include in my recommendations. The first, and biggest, was for \$515,000 for a new fire rescue truck. The LJVFD runs a unit called Rescue One. This unit rolls on every call and has most of the equipment needed to respond to accidents and/or fires. The current unit was purchased in 1999 and was set up on a 15 year replacement schedule. However, the Fire Department request was not to replace this unit (unit #675) but to move it to station #2 and add a new unit to the department to be the first out unit. Unit 675 cost us about \$175,000 in 1999. As I noted, the new unit is priced at \$515,000.

We were faced with a similar big cost in the past when we replaced the tower truck. It cost over \$750,000. What we did then was to actually buy this unit out of capital funds - not equipment replacement, therefore reducing the annual set aside to the equipment replacement fund. We purchased the tower unit over two fiscal years. We ordered the new unit and put ½ down at the end of one fiscal year and then paid the remainder upon delivery in the next. I would like council to consider doing the same thing with the newly proposed rescue truck. Whether you want to modify the capital projects priorities set back in April or put this new rescue unit on the list for consideration next year. We can discuss this at the July 16th budget workshop.

The second non-funded request was for \$22,000 to buy 33 stun guns (tasers) for the Police Department. This was an item I believe we need to have thorough discussion about and become educated on the pros and cons of tasers.

Motel Occupancy Tax Fund

The city collects a 7% motel occupancy tax on motel room rentals in the city. The State collects an additional 6%. Use of local funds is rigidly regulated by the State and can only be used to promote people coming to our community and utilizing the services of our four motels. They are: Candlewood Suites, the Cherotel, Comfort Suites and Super 8 who each offer services to the business and traveling public who visit our city.

We estimate revenue of \$218,500 in fiscal year FY 11-12 and an ending fund balance at 9/30/11 of \$43,940.

Following State regulations and guidelines expenditures are proposed as follows:

<u>Allocation</u>	<u>cents</u>	<u>FY 11-12</u>
Fine Arts Center	1 cent	31,145
Museum of Natural Science	1.5 cents	46,715

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*Tourism (Chamber)	2.0 cent	85,000
L.J. Historical Museum	1.0 cents	46,715
Promotion of Festival of Lights and other events	<u>1.0 cents</u>	<u>37,200</u>
	7 cents	\$246,775

*City Council has agreed to a flat \$85,000 payment to the chamber's tourism branch. At 2 cents their allocation would be \$62,285. Again, this will leave a fund balance of \$43,940. At this rate, we will not have sufficient funds for their \$85,000 next year.

Economic Development Fund

This fund is administered by the Lake Jackson Development Corporation (LJDC). The corporation receives its funding from the ½ cent optional 4B economic development sales tax authorized by voters in May, 1995. Use of these funds is restricted to the language on the ballot as approved by the voters and by State law. To fund a project the City Council reviews the initial request. If appropriate, City Council will send the proposal to one or more of our volunteer boards and commissions. City Council will then send the project to the LJDC. The bylaws of LJDC require a public hearing process. The LJDC determines if the project meets the criteria set by the ballot language and State law as an eligible project. The LJDC also determines if funding is available for the proposed project. Then the project is sent back to City Council for consideration during the annual budget process.

In FY 2011-12 we estimate that the ½ cent optional sales tax will generate \$2,373,500. Interest income for FY 11-12 is estimated at \$12,225. Therefore the total revenue proposed for FY 11-12 is \$2,385,725.

Budgeted expenditures for FY 11-12 are proposed to be \$2,654,389.

The LJDC held public hearings in May, 2011 to consider two projects for possible funding. The LJDC determined that both projects met the eligibility criteria and that funding was available.

The first project council will consider in this budget process is \$150,000 for the design of the third phase of the downtown revitalization project. This phase is for the re-design and development of South Parking Place.

The second project is \$600,000 to fund equipment upgrades at the Recreation Center. This project is proposed to cover two fiscal years. In FY 11-12 the proposal is to replace the "pool-pak" for the natatorium in the amount of \$350,000. Then in FY12-13 the proposal is for \$250,000 to replace the HVAC system for the Recreation Center, along with some other incidental repairs.

Again, these await council approval through the budget process.

Also, as I write this letter Council has authorized the LJDC to consider amending the FY 10-11 budget to add \$250,000 to the Golf Course contingency to cover a projected short fall in the Golf Course fund this year as the result of a poor economy and poor weather conditions at the end of FY 09-10 and the beginning of FY 10-11.

The Golf Course Fund

As I mentioned, the Golf Course is currently in the "red". A tough economy and poor weather conditions are the main culprits. We had over 20 inches of rain over the final three months of FY 09-10, and 62.43 inches during FY 09-10 (our average rainfall is about 50 inches). This affected rounds played dramatically.

As you know the Golf Course was built using ½ cent sales tax funding. The fund provides \$550,000 annually to pay the debt service on the course. Also, we have set aside \$100,000 per year from the ½ cent sales tax, since 2006, to build a contingency fund. Over it's nearly seven (7) years of operation the course has been close to breaking even and did "make" money in 2008. The highest the fund balance got to was \$330,701 in 2008. Two difficult years have put us in the red. So, council is considering the \$250,000 additional contingency for FY 10-11 to put the course back in the "black". Then for FY 11-12 Kemper has

MANAGER'S MESSAGE

cut the operating budget by over \$100,000. However, for FY 12-13 and beyond we will need to determine if the \$100,000 annual transfer from LJDC to the Golf Course should be increased. As a comparison, the LJDC provides \$350,000 annually to the Recreation Center for maintenance and operation on top of paying the Recreation Center debt service as well (nearly \$700,000/yr.).

None of this should come as a surprise. I warned in this letter last year that things were tough at the Golf Course at that time. But, we need to get the Golf Course back in the black and then work to keep it there.

The proposed FY 11-12 budget for the Golf Course is \$1,517,344, down from last year's budget of \$1,733,424.

Kemper is working on various marketing strategies to increase play at the Golf Course. There is no proposal to raise fees this year since green fees were raised some \$2.00/round last year.

Conclusion

As required by our City Charter this budget is balanced and presented in a "line-item" format. The proposed budget contains my recommendations and projections. The "visioning process" guided my preparation of the budget. I also rely heavily on the advice and participation of my Directors and Department Heads. I am most appreciative of the valuable assistance provided by my budget staff (comprised of myself; Modesto Mundo, Assistant City Manager; Pam Eaves, Finance Director; and Kim Knapp, Administrative Assistant).

We now have a relatively new City Council, and we welcome back Mr. Joe Rinehart and first time council members Jon "J.B." Baker and Heather Melass. We say goodbye to long time council members Charlie Golden, Gerald Roznovsky and Vinay Singhania. Thank you for your dedicated service to our City.

To our new council members, staff offers you all the support you need to help you with your new duties and responsibilities. Our retiring and remaining council members leave in place an outstanding goals and visioning process which has guided our City and in the preparation of this budget.

While this document gives the appearance of the final budget, it is not. Our City Charter requires that I submit a full and balanced detailed budget proposal to you each year. The final adopted budget will be developed through the hard work and input of the City Council, interested citizens, and our dedicated City employees.

As I stress each year, the annual budget is far more than a financial document. The budget is an important planning tool. We set not only next year's expenditures, we also examine and set our near and long term goals and objectives. This document shows what we have accomplished and what we hope to accomplish next year and in the years to come.

The budget staff strives to make the budget easy to read and use, yet thorough and comprehensive. As I noted earlier the City Charter requires that I submit the budget to City Council in a "line-item" format. This I do, but we also employ a "modified performance based" budget format which reflects how our expenditures work to carry out the overall vision of the City.

We also follow the guidelines established by the Government Finance Officers Association (GFOA) in preparing the annual budget. We have been honored to have received nineteen (19) consecutive "Distinguished Budget Presentation Awards" from GFOA for our budget documents. Our goal is to receive our 20th award for the final FY 2011-2012 budget. Each year GFOA reviewers look at our budget document,

grade us on our ability to meet the established guidelines and to make suggestions. We incorporate suggestions made each year by the reviewers as much as we can and still comply with our City Charter requirements.

The recession has heavily affected our budget. We started our belt-tightening in late 2008, early 2009 as soon as local industry began curbing production. Therefore we got out well ahead of other governments in controlling costs. Again, we have had a flexible hiring freeze in effect since December, 2008.

Now local industry is back in a big way. Our sales tax is beginning to return as are other revenue sources. But our property tax is down again for the third year. This "recovery" is very tentative and we will continue to watch revenues closely. If revenues do not continue to recover then the hiring freeze will be tightened up. If revenues improve, we can loosen the hiring freeze.

I appreciate Council's desire to get the employee's a raise to their hourly wages- we have not been able to do that since FY 2008-09. We have been able to provide a lump sum payment each December during this time from year end savings - mostly generated by the hiring freeze. To accomplish the 3% merit increase included in this proposed budget will require a 1 cent increase to the tax rate - going from 39 cents to 40 cents. Yet, even at 40 cents, because of the drop in property values, the 40 cents proposed for FY 11-12 will not bring in as much property tax revenue as the 39 cent rate brought in during FY 10-11 - odd, but true.

Despite these difficult times progress has continued on our infrastructure repair program. Completing the reconstruction of Oak Drive finished up the 2005 bond issue. We have started the panel replacement for drought affected streets as authorized in the 2010 bond issue. The drainage work South of SH 332/288 will begin sometime during FY 11-12. Currently this drainage work is in the design stage.

The \$5 million phase II of the Downtown Revitalization Project is well under way. Phase III is being "designed" in FY 11-12.

TxDot has finished with widening FM 2004 and putting in the overpass at FM 2004 and the Old Angleton Road. And, they are about 12-18 months from completing the SH 288/332 project.

Our workshop for this year's budget will be Saturday, July 16, 2011 at 8am here at City Hall. All are welcome to attend.

Please review this proposed budget and give us your thoughts and suggestions on how to make it better. I now leave the budget in your capable hands. The budget staff and I stand ready to assist you in anyway.

Again, thank you so much for your guidance to date. Together we can put together a final budget that will meet the needs of our City and continue our strong level of service to our citizens.

Respectfully submitted,



William P. Yenne
City Manager



Citizens attending the “We Will Remember” Program on 9/11

ORGANIZATIONAL CHARTS



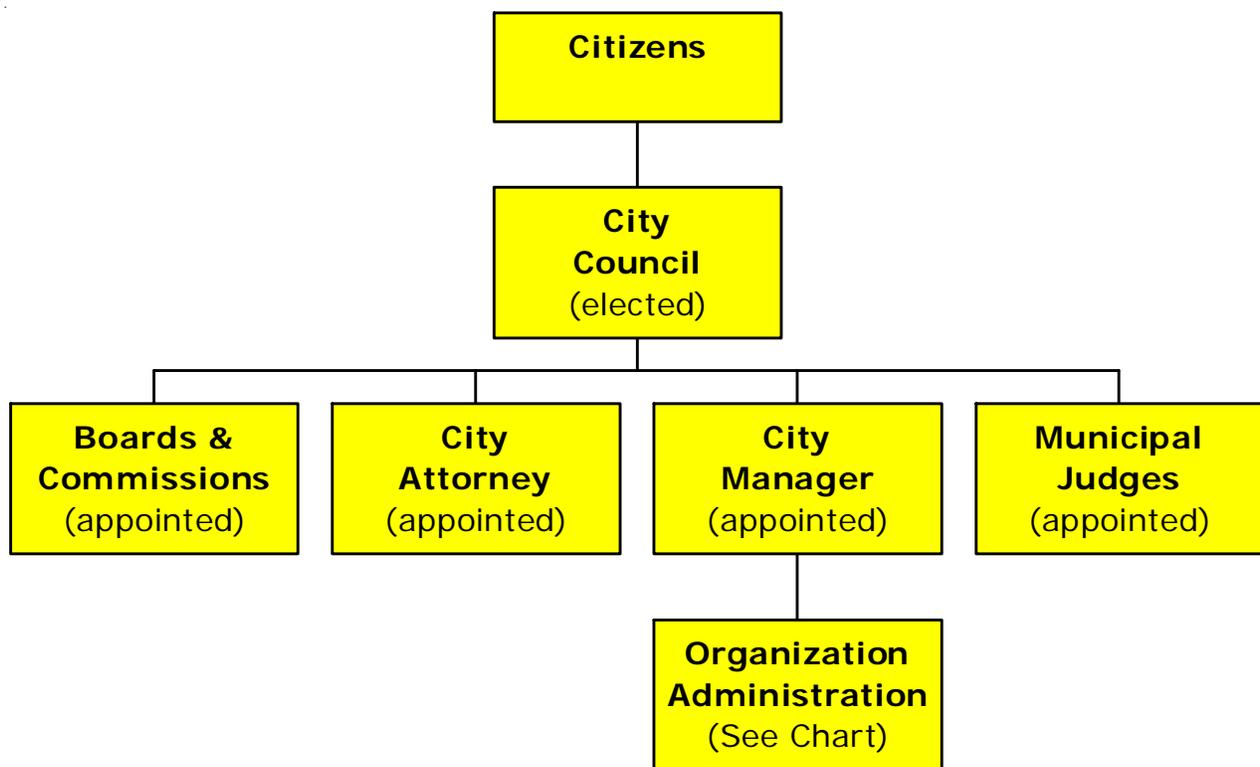
LAKE JACKSON

City of Enchantment

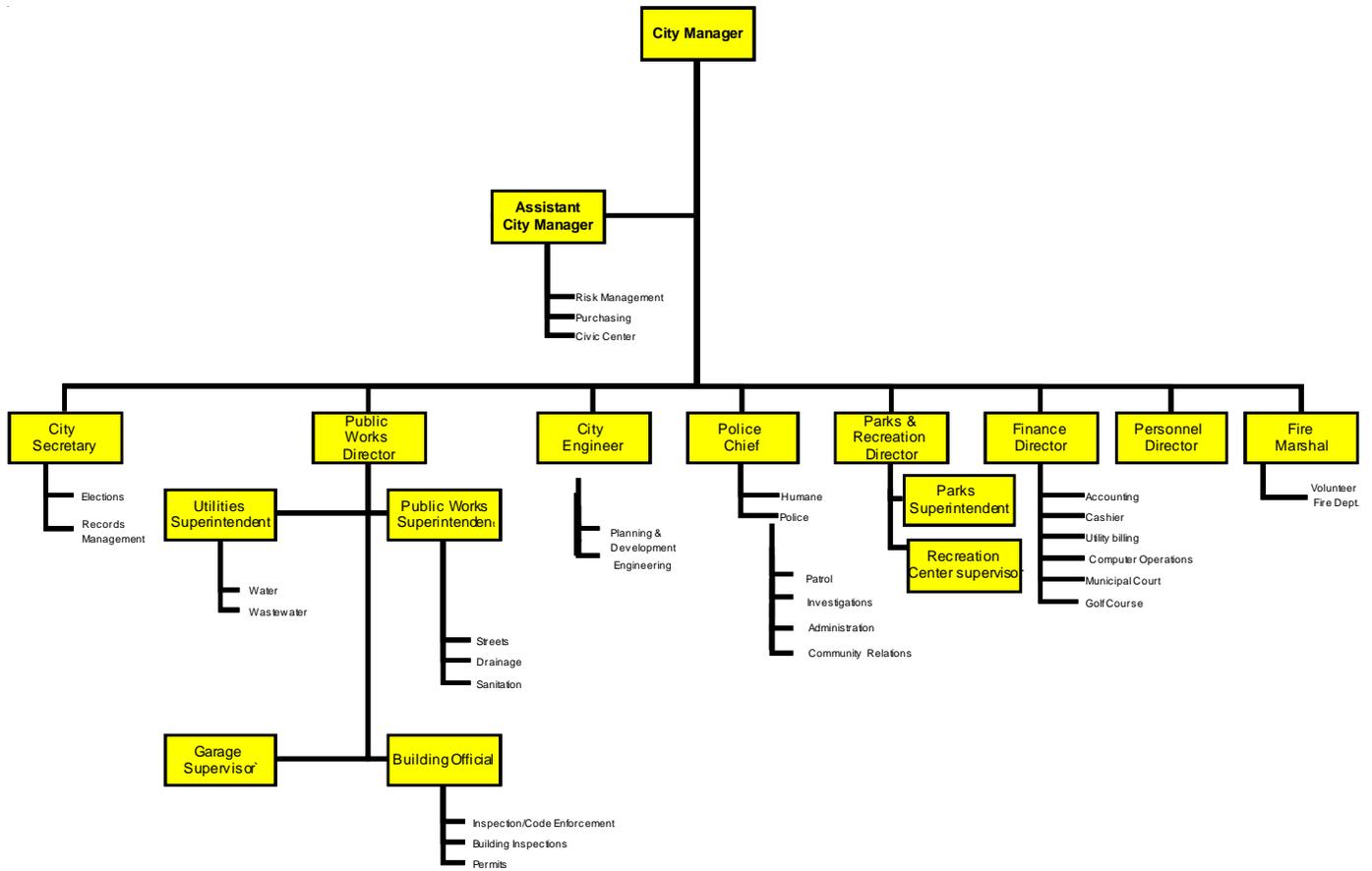


City of Lake Jackson

"Council-Manager Government"



Organization Administration Chart





“We Will Remember” program held 9/11/11 on the Veterans Plaza at the Civic Center.

BUDGET SUMMARIES

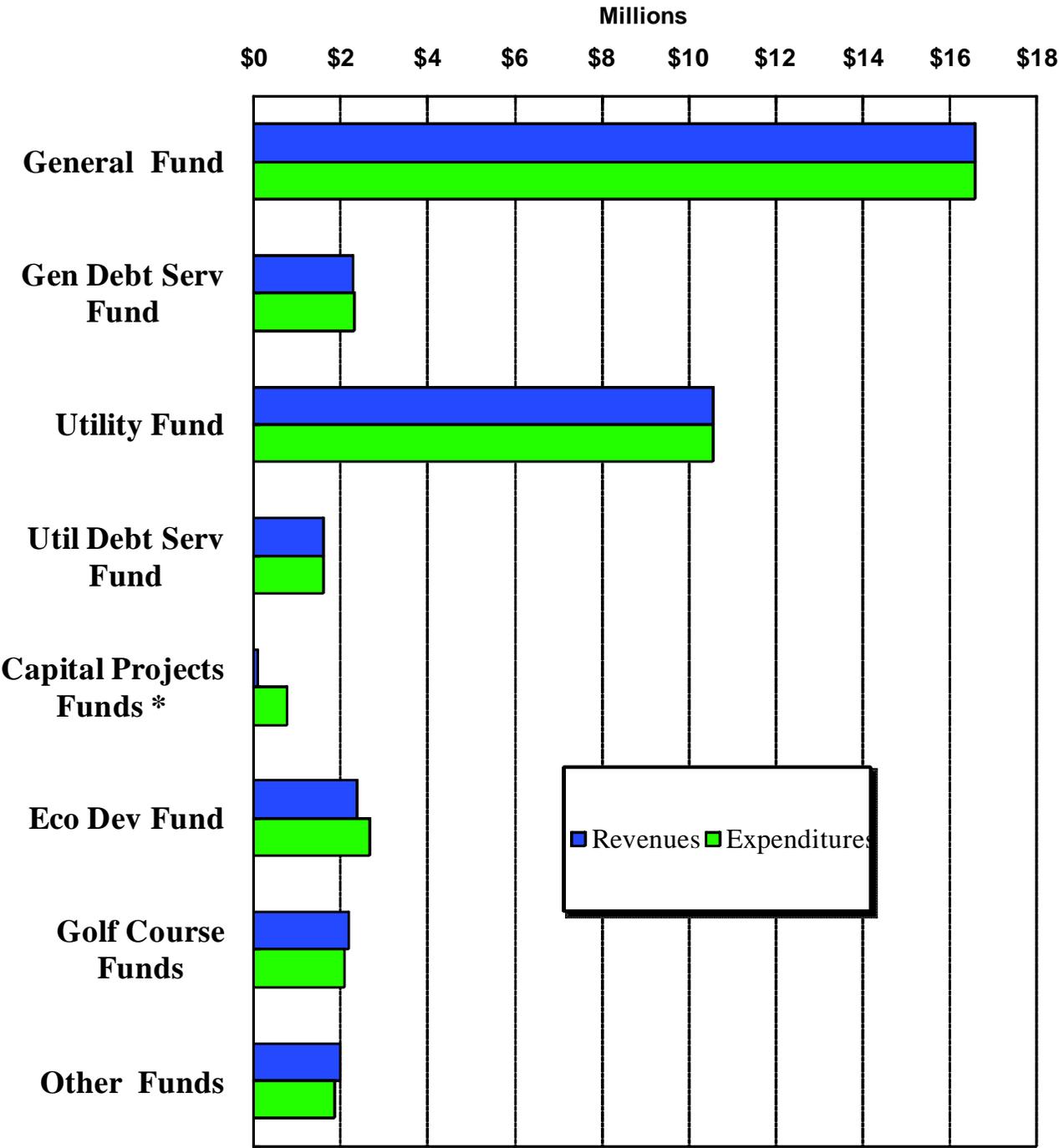


LAKE JACKSON

City of Enchantment



COMBINED FUNDS REVENUES & EXPENDITURES



* The Capital Projects Funds have historically been supported by year-end transfers from the related operating fund. These transfers are not budgeted but result from any budget savings which occur in the operating funds. As a result, budgeted expenditures always exceed budgeted revenues in the Capital Projects Funds.

2011- 12 PROPOSED BUDGET
COMBINED FUNDS SUMMARY
TOTAL REVENUES AND EXPENDITURES BY FUND

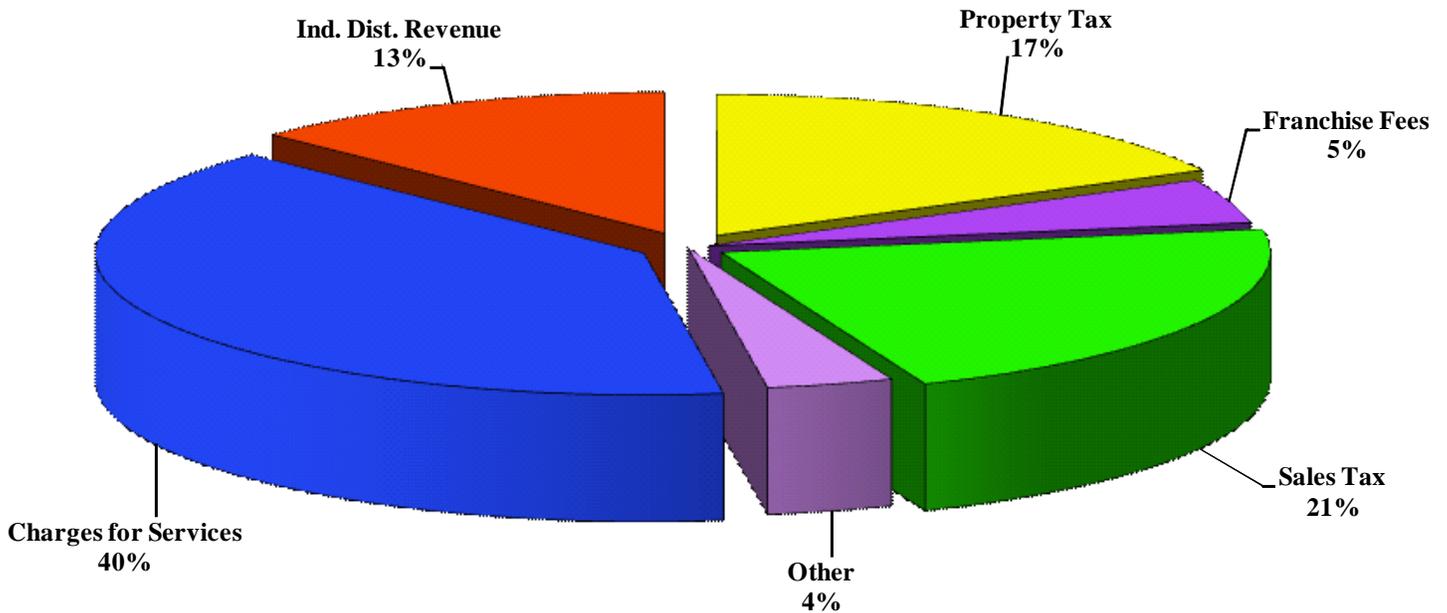
<i>REVENUES</i>	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	2009 - 10	2010 - 11	2010 - 11	BUDGET
GENERAL FUND	\$ 16,614,383	\$ 16,291,398	\$ 16,554,222	\$ 16,577,815
GEN DEBT SERV FUND	2,281,125	2,258,000	2,250,000	2,258,000
UTILITY FUND	9,932,542	10,268,119	10,282,889	10,555,357
UTILITY DEBT SERV & RESERVE	1,653,104	1,622,441	1,622,441	1,595,494
CAPITAL PROJECT FUNDS	817,638	9,700	12,500	11,000
ECONOMIC DEVELOPMENT FUND	2,288,860	2,358,902	2,362,021	2,385,725
GOLF COURSE FUNDS	1,906,288	2,389,854	2,286,640	2,173,667
OTHER FUNDS *	2,362,135	1,966,706	2,459,090	1,982,550
SUBTOTAL	\$ 37,856,075	\$ 37,165,120	\$ 37,829,803	\$ 37,539,608
INTERFUND TRANSFERS	(5,502,464)	(5,133,966)	(5,696,966)	(5,122,593)
TOTAL	\$ <u>32,353,611</u>	\$ <u>32,031,154</u>	\$ <u>32,132,837</u>	\$ <u>32,417,015</u>

<i>EXPENDITURES</i>	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	2009 - 10	2010 - 11	2010 - 11	BUDGET
GENERAL FUND	\$ 15,859,044	\$ 16,291,398	\$ 15,938,304	\$ 16,577,815
GEN DEBT SERV FUND	2,294,945	2,317,764	2,295,939	2,311,455
UTILITY FUND	9,951,931	10,268,119	10,077,133	10,555,357
UTILITY DEBT SERV & RESERVE	1,595,595	1,660,581	1,660,581	1,607,350
CAPITAL PROJECT FUNDS	2,016,415	669,731	886,765	769,395
ECONOMIC DEVELOPMENT FUND	2,019,680	2,341,074	2,571,074	2,654,389
GOLF COURSE FUNDS	2,214,455	2,389,854	2,155,375	2,067,632
OTHER FUNDS *	1,295,176	1,997,847	2,279,451	1,863,050
SUBTOTAL	\$ 37,247,241	\$ 37,936,368	\$ 37,864,622	\$ 38,406,443
INTERFUND TRANSFERS	(5,502,464)	(5,133,966)	(5,696,966)	(5,122,593)
TOTAL	\$ <u>31,744,777</u>	\$ <u>32,802,402</u>	\$ <u>32,167,656</u>	\$ <u>33,283,850</u>

* OTHER FUNDS: EQUIPMENT REPLACEMENT, SPECIAL EVENTS, MOTEL OCCUPANCY TAX,
 UNEMPLOYMENT INSURANCE, PARK FUND AND CONTINGENCY FUNDS.

2011 - 12 BUDGET
ALL FUNDS
REVENUES BY CATEGORY

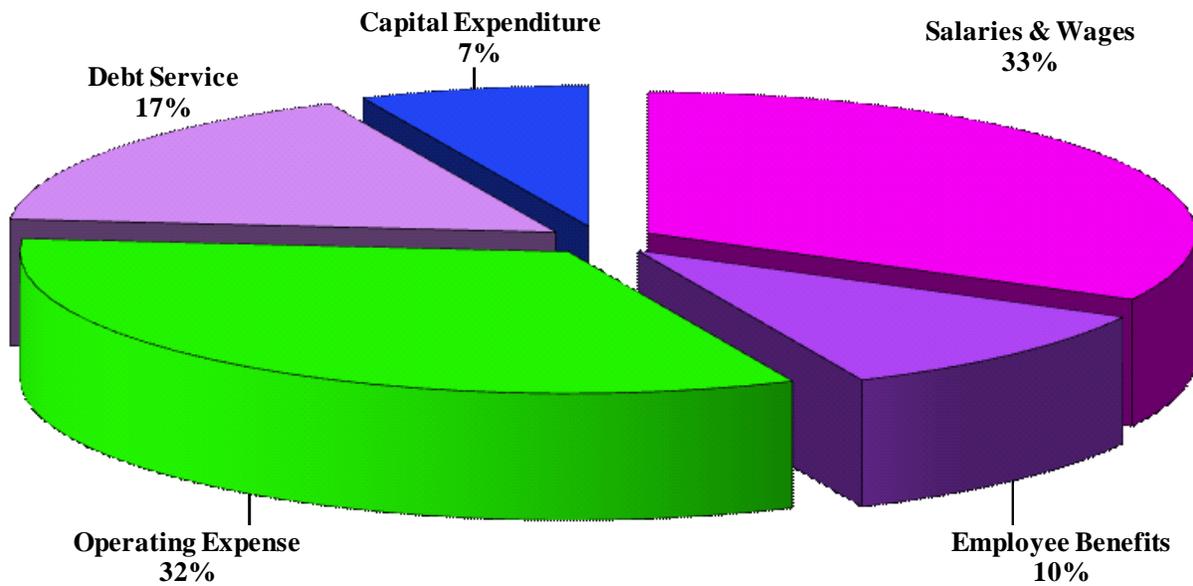
REVENUES	2009 - 10 ACTUAL	2010 - 11 BUDGET	2010 - 11 ESTIMATED	2011 - 12 BUDGET
PROPERTY TAX	\$ 5,669,086	\$ 5,642,153	\$ 5,638,000	\$ 5,600,776
CITY SALES & USE TAX	6,709,639	6,772,040	6,890,000	6,981,600
MOTEL OCCUPANCY TAX	206,933	230,000	227,600	218,000
FRANCHISE FEES	1,610,076	1,601,000	1,629,507	1,630,000
INDUSTRIAL DISTRICT REVENUE	3,843,335	4,007,000	3,984,300	4,100,000
LICENSES & PERMITS	237,964	176,100	203,305	184,200
CHARGES FOR SERVICES	12,000,839	12,684,773	12,400,615	12,807,844
MUNICIPAL COURT FINES	430,912	408,500	396,421	387,900
INTERGOVERNMENTAL	156,278	93,300	240,584	93,300
INTEREST	115,983	103,818	129,891	115,925
MISCELLANEOUS	1,372,566	312,470	392,614	297,470
TOTAL REVENUES	\$ 32,353,611	\$ 32,031,154	\$ 32,132,837	\$ 32,417,015



**2011 - 12 BUDGET
ALL FUNDS**

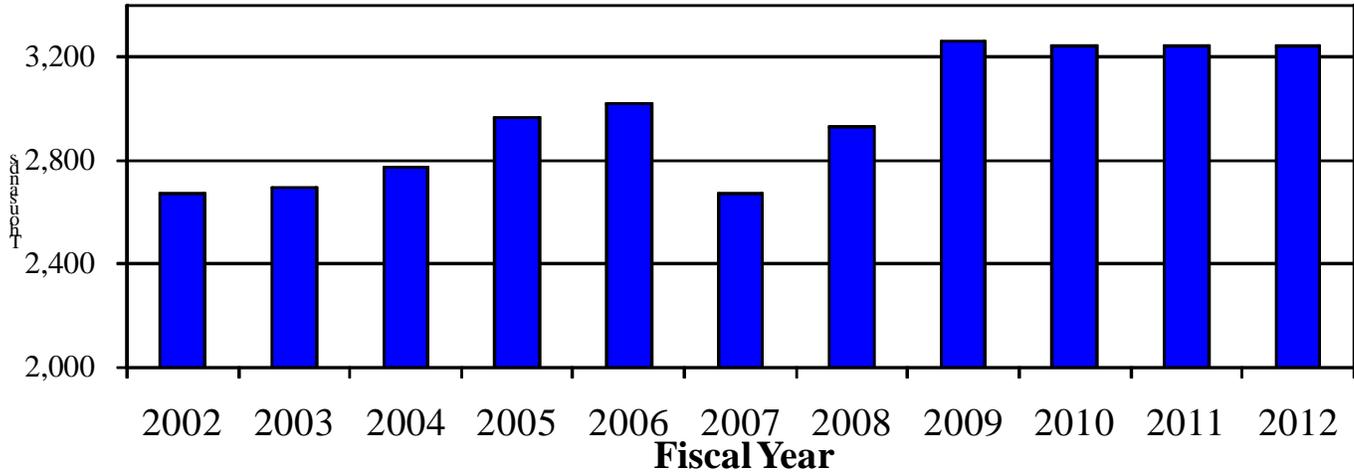
EXPENDITURES BY CATEGORY

<i>EXPENDITURES</i>	2009 - 10 ACTUAL	2010 - 11 BUDGET	2010 - 11 ESTIMATED	2011 - 12 BUDGET
SALARIES & WAGES	\$ 10,327,212	\$ 10,705,269	\$ 10,311,391	\$ 10,907,674
EMPLOYEE BENEFITS	3,052,030	3,313,541	3,065,800	3,509,855
OPERATING EXPENSES	10,329,790	10,921,512	10,453,363	11,037,722
DEBT SERVICE	5,321,617	5,675,849	5,654,024	5,576,554
CAPITAL PROJECTS	2,047,194	974,731	1,142,915	1,238,895
EQUIPMENT PURCHASES	<u>666,934</u>	<u>1,211,500</u>	<u>1,540,163</u>	<u>1,013,150</u>
<i>TOTAL EXPENDITURES</i>	\$ <u>31,744,777</u>	\$ <u>32,802,402</u>	\$ <u>32,167,656</u>	\$ <u>33,283,850</u>



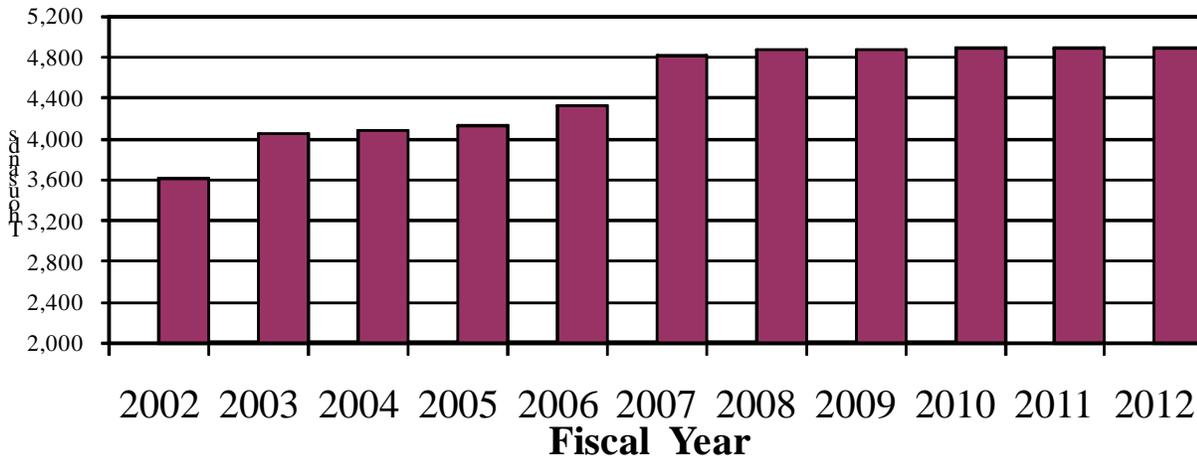
FUND BALANCE HISTORY AND PROJECTIONS

**Working Capital Balance
Utility Fund**



Working capital balances are used for the proprietary funds because; for our City, working capital balances best represent the available resources with which to fund current expenditures.

**Fund Balance
General Fund**



GENERAL FUNDS FUND BALANCE ANALYSIS

FUND	GENERAL OPERATING FUND	GENERAL DEBT SERVICE	GENERAL CAPITAL PROJECTS	EQUIPMENT REPLACEMENT FUND
FUND BALANCE 9-30-09	\$ 5,785,165	719,637	1,612,185	2,436,928
TRANSFERS TO CAPITAL				
TO GENERAL CAPITAL PROJECTS	(900,000)		900,000	
TO PARKS FUND				
REVENUES FISCAL YEAR 2010	16,614,383	2,281,125	815,629	1,679,253
EXPENDITURES FISCAL YEAR 2010	15,859,044	2,294,946	1,949,813	589,084
FUND BALANCE 9-30-10	\$ 5,640,504	\$ 705,816	\$ 1,378,001	\$ 3,527,097
TRANSFERS TO CAPITAL				
TO GENERAL CAPITAL PROJECTS	(650,000)	0	650,000	0
TO PARKS FUND	(100,000)	0	0	0
FUND BALANCE AFTER CAPITAL TRANSFERS	4,890,504	705,816	2,028,001	3,527,097
FISCAL 2011 PROJECTED REVENUES				
TRANSFERS IN				
FROM GENERAL OPERATING	0	0	0	935,983
FROM UTILITY OPERATING	0	0	0	658,723
ADMINISTRATIVE TRANSFERS				
FROM GENERAL CONTINGENCY	260,000	0	0	0
FROM UTILITY FUND	540,389	0	0	0
FROM ECONOMIC DEVL. FUND	350,000	0	0	0
ALL OTHER REVENUE	15,403,833	2,250,000	8,000	202,009
	16,554,222	2,250,000	8,000	1,796,715
FISCAL 2011 PROJECTED EXPENDITURES				
TRANSFERS OUT				
TO SPECIAL EVENTS FUND	20,000	0	0	0
TO GENERAL CAPITAL PROJECTS				
TO PARKS FUND				
TO GENERAL CONTINGENCY	242,600	0	0	0
TO EQUIPMENT REPLACEMENT	935,983	0	0	0
ALL OTHER EXPENDITURES	14,739,721	2,295,939	886,765	1,717,771
	15,938,304	2,295,939	886,765	1,717,771
PROJECTED FUND BALANCE 9-30-11	5,506,422	659,877	1,149,236	3,606,041
PROJECTED TRANSFERS TO CAPITAL				
TO GENERAL CAPITAL PROJECTS	(615,918)	0	0	0
TO PARKS FUND	0	0	0	0
FUND BALANCE AFTER CAPITAL TRANSFERS	4,890,504	659,877	1,149,236	3,606,041
2012 BUDGETED REVENUES				
TRANSFERS IN				
FROM GENERAL OPERATING	0	0	0	925,119
FROM UTILITY OPERATING	0	0	0	705,231
ADMINISTRATIVE TRANSFERS				
FROM UTILITY FUND	540,389	0	0	0
FROM ECONOMIC DEVL. FUND	350,000	0	0	0
FROM GENERAL CONTINGENCY	242,600	0	0	0
ALL OTHER REVENUE	15,444,826	2,258,000	6,000	20,000
	16,577,815	2,258,000	6,000	1,650,350
BUDGETED EXPENDITURES				
TRANSFERS OUT				
TO SPECIAL EVENTS FUND	20,000	0	0	0
TO CAPITAL PROJECTS	0	0	0	0
TO EQUIPMENT REPLACEMENT	925,119	0	0	0
ALL OTHER EXPENDITURES	15,632,696	2,311,455	594,395	965,650
	16,577,815	2,311,455	594,395	965,650
BUDGETED FUND BALANCE 9-30-12	\$ 4,890,504	\$ 606,422	\$ 560,841	\$ 4,290,741
TARGET FUND BALANCE	RANGE	\$ 0	\$ 500,000	\$
Low 25% of Operating Budget	\$ 4,144,454			
High 33% of Operating Budget	\$ 5,470,679			

UTILITY FUNDS FUND BALANCE ANALYSIS

FUND	UTILITY OPERATING FUND	UTILITY DEBT SERVICE	UTILITY PROJECTS FUND
FUND BALANCE 9-30-09	\$ 3,263,461	950,600	391,303
REVENUES INCLUDING TRANSFERS	9,932,542	2,850,304	352,010
EXPENDITURES INCLUDING TRANSFERS	<u>9,951,931</u>	<u>1,595,595</u>	<u>66,602</u>
FUND BALANCE 9-30-10	\$ 3,244,072	2,205,309	676,711
TRANSFERS TO CAPITAL			
UTILITY CAPITAL PROJECTS	0	0	0
FUND BALANCE AFTER CAPITAL TRANSFERS	<u>3,244,072</u>	<u>2,205,309</u>	<u>676,711</u>
2011 PROJECTED REVENUES			
TRANSFERS IN			
FROM UTILITY OPERATING	0	1,612,441	0
FROM UTILITY CONTINGENCY	0	0	0
FROM GENERAL CONTINGENCY	70,000		0
ALL OTHER REVENUE	10,212,889	10,000	4,500
	<u>10,282,889</u>	<u>1,622,441</u>	<u>4,500</u>
2011 PROJECTED EXPENDITURES			
TRANSFERS OUT			
ADMINISTRATIVE TRANSFER			
TO GENERAL FUND	540,389		
TO UTILITY DEBT SERVICE	1,612,441		
TO UTILITY CONTINGENCY	70,400		
TO UTILITY CAPITAL PROJECTS	0		
TO EQUIPMENT REPLACEMENT	658,723		
ALL OTHER EXPENDITURES	7,195,180	1,660,581	0
	<u>10,077,133</u>	<u>1,660,581</u>	<u>0</u>
PROJECTED FUND BALANCE 9-30-11	3,449,828	2,167,169	681,211
PROJECTED TRANSFERS TO CAPITAL			
TO UTILITY CAPITAL PROJECTS	(205,756)	0	0
FUND BALANCE AFTER CAPITAL TRANSFERS	<u>3,244,072</u>	<u>2,167,169</u>	<u>681,211</u>
2012 BUDGETED REVENUES			
TRANSFERS IN			
FROM GENERAL CONTINGENCY	70,400		
FROM UTILITY OPERATING		1,585,494	0
FROM DEBT SERVICE RESERVE			
FROM ECONOMIC DEVL. FUND			
ALL OTHER REVENUE	10,484,957	10,000	5,000
	<u>10,555,357</u>	<u>1,595,494</u>	<u>5,000</u>
2011 BUDGETED EXPENDITURES			
TRANSFERS OUT			
ADMINISTRATIVE TRANSFER			
TO GENERAL FUND	540,389		
TO UTILITY DEBT SERVICE	1,585,494		
TO UTILITY DEBT SERVICE RESERVE	0		
TO UTILITY CAPITAL PROJECTS	0		
TO EQUIPMENT REPLACEMENT	705,231		
ALL OTHER EXPENDITURES	7,724,243	1,607,350	175,000
	<u>10,555,357</u>	<u>1,607,350</u>	<u>175,000</u>
BUDGETED FUND BALANCE 9-30-11	\$ <u>3,244,072</u>	\$ <u>2,155,313</u>	\$ <u>511,211</u>
TARGET FUND BALANCE	RANGE	\$ 2,155,314	\$ 500,000
Low 25% of Operating Budget	\$ 2,638,839		
High 33% of Operating Budget	\$ 3,483,268		

OTHER FUNDS FUND BALANCE ANALYSIS

FUND	ECONOMIC DEVELOPMENT FUND	MOTEL OCCUPANCY FUND	PARK FUND
FUND BALANCE 9-30-09	\$ 2,134,946	\$ 134,425	\$ 305,847
PROJECTED REVENUES			
TRANSFERS IN			
FROM ECONOMIC DEVL. FUND	0	0	0
FROM GENERAL FUND	0	0	0
ALL OTHER REVENUE	2,356,768	210,500	1,200
	<u>2,356,768</u>	<u>210,500</u>	<u>1,200</u>
PROJECTED EXPENDITURES			
TRANSFERS OUT			
TO SPECIAL EVENTS FUND	0	25,000	0
TO GOLF COURSE DEBT SERVICE	550,000	0	0
TO GOLF COURSE OPERATING	100,000	0	0
TO GENERAL FUND	350,000	0	0
ALL OTHER EXPENDITURES	1,044,048	220,733	56,000
	<u>2,044,048</u>	<u>245,733</u>	<u>56,000</u>
FUND BALANCE 9-30-10	2,447,666	99,192	251,047
BUDGETED REVENUES			
TRANSFERS IN			
FROM ECONOMIC DEVL. FUND	0	0	0
ALL OTHER REVENUE	2,358,902	231,000	0
	<u>2,358,902</u>	<u>231,000</u>	<u>0</u>
BUDGETED EXPENDITURES			
TRANSFERS OUT			
TO SPECIAL EVENTS	0	30,000	0
TO GOLF COURSE DEBT SERVICE	550,000	0	0
TO GOLF COURSE OPERATING	100,000	0	0
TO GENERAL FUND	350,000	0	0
ALL OTHER EXPENDITURES	1,341,074	227,347	155,000
	<u>2,341,074</u>	<u>257,347</u>	<u>155,000</u>
BUDGETED FUND BALANCE 9-30-11	<u>\$ 2,465,494</u>	<u>\$ 72,845</u>	<u>\$ 96,047</u>
TARGET FUND BALANCE	1,104,389	None	None

**2007 - 2012
PERSONNEL SUMMARY BY DEPARTMENT**

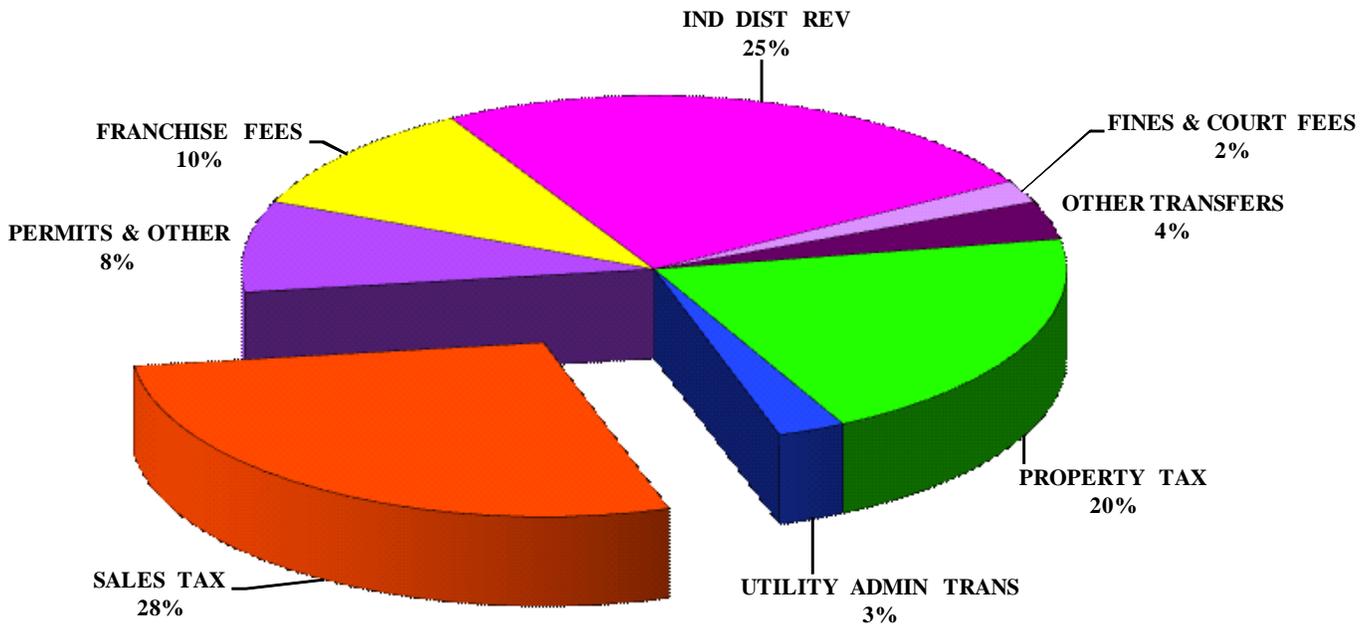
<i>GENERAL FUND</i>	2007-08	2008-09	2009-10	2010-11	2011-12	Increase
	FT	FT	FT	FT	FT	(Decrease)
ADMINISTRATION	10.50	10.50	10.50	10.50	10.50	0.00
FINANCE	10.00	10.00	10.00	10.00	10.00	0.00
TAX	0.00	0.00	0.00	0.00	0.00	0.00
MUNICIPAL COURT	4.00	4.00	4.00	4.00	4.00	0.00
LEGAL	1.00	1.00	1.00	1.00	1.00	0.00
POLICE	59.00	60.00	60.00	60.00	60.00	1.00
FIRE	1.00	1.00	1.00	1.00	1.00	0.00
HUMANE	3.00	3.00	3.00	3.00	3.00	0.00
ENGINEERING	4.00	4.00	4.00	4.00	4.00	0.00
STREET	6.83	6.83	6.83	6.83	6.83	0.00
DRAINAGE	14.83	14.83	14.83	14.83	14.83	0.00
CODE ENFORCEMENT	8.00	8.00	8.00	8.00	8.00	0.00
PARKS	13.50	13.50	13.50	13.50	13.50	0.00
RECREATION	13.50	13.50	13.50	13.50	13.50	0.00
GARAGE	9.00	9.00	9.00	9.00	9.00	0.00
LIBRARY	0.50	0.50	0.50	0.50	0.50	0.00
CIVIC CENTER	5.00	5.00	5.00	5.00	5.00	0.00
TOTAL GENERAL FUND	163.66	164.66	164.66	164.66	164.66	1.00
<i>UTILITY FUND</i>	2007-08	2008-09	2009-10	2010-11	2011-12	Increase
	FT	FT	FT	FT	FT	(Decrease)
UTILITY ADMINISTRATION	6.00	6.00	6.00	6.00	6.00	0.00
WATER PRODUCTION	11.50	11.50	11.50	11.50	11.50	0.00
WATER DISTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00
WASTEWATER COLLECTION	19.50	19.50	19.50	19.50	19.50	0.00
WASTEWATER TREATMENT	0.00	0.00	0.00	0.00	0.00	0.00
SANITATION	25.34	25.34	25.34	25.34	25.34	0.00
TOTAL UTILITY FUND	62.34	62.34	62.34	62.34	62.34	0.00
TOTAL ALL FUNDS COMBINED	226.00	227.00	227.00	227.00	227.00	1.00

2010 - 11 PROPOSED BUDGET OPERATING FUNDS SUMMARY

REVENUE	2009 - 10	2010 - 11	2010 - 11	2011 - 12
	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
General Fund Resources	\$ 16,614,383	\$ 16,291,398	\$ 16,554,222	\$ 16,577,815
Utility Operating Revenues	12,918,697	10,268,119	10,282,889	10,555,357
Total Revenue	\$ 29,533,080	\$ 26,559,517	\$ 26,837,111	\$ 27,133,172
EXPENDITURES	2009 - 10	2010 - 11	2010 - 11	2011 - 12
	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
Salaries & Wages	\$ 9,612,233	\$ 9,959,190	\$ 9,577,354	\$ 10,162,600
Group Insurance	884,841	978,517	924,420	1,033,000
Employer FICA	694,322	718,615	676,407	732,800
Retirement Contribution	1,154,510	1,285,962	1,233,322	1,416,200
Workers Compensation	191,614	176,396	86,620	179,200
Other Employee Benefits	423,166	488,055	442,063	524,091
Emergency Medical Services	337,000	337,000	337,000	337,000
Street Markings & Sealant	25,233	75,000	75,000	75,000
Fire Code Inspections	16,080	17,000	17,000	17,000
Housing (Property) Inspections	100	0	2,500	5,000
Drainage Maintenance Program	13,602	70,000	70,000	70,000
Braz. Cty Partnership	10,500	10,500	10,500	10,500
Recycling & Waste Disposal	676,489	762,380	702,000	769,193
Sludge Disposal	41,590	65,000	55,000	55,000
Pavement Improvement Program	79,982	80,000	80,000	80,000
Contract Mowing	255,005	300,000	271,000	290,000
Contract Cleaning	108,771	123,270	119,855	106,527
Other Prof / Tech Services	460,086	448,510	438,502	455,390
Maintenance & Repair				
Water System	289,576	348,627	336,006	377,165
Wastewater System & Plant	384,057	340,000	338,600	341,000
Sanitation	186,865	174,484	185,500	195,000
Street & Drainage System	25,543	35,000	30,000	35,000
Other Maintenance & Repair	923,711	908,735	932,509	956,662
BWA - Water	1,197,200	1,197,200	1,197,200	1,316,920
Braz. Cty Water Conservation District	21,885	23,000	25,000	23,000
Other Property Services	137,369	123,420	134,096	135,965
Property & Liability Insurance	415,290	460,420	418,974	439,575
Other Purchased Services	56,605	61,990	58,990	61,371
Electricity & Natural Gas	1,766,183	1,753,135	1,748,315	1,696,165
General Supplies	1,223,311	1,416,575	1,355,695	1,413,115
Capital Outlay	77,850	54,000	55,473	47,500
Transfers				
To General Fund	540,389	540,389	540,389	540,389
To Equipment Replacement	1,622,880	1,594,706	1,594,706	1,630,350
To Park Fund	0	0	0	0
To General Projects	0	0	0	0
To Special Events Fund	20,000	20,000	20,000	20,000
To General Contingency	330,000	0	242,600	0
To Utility Projects	0	0	0	0
To Utility Debt Service	1,630,940	1,612,441	1,612,441	1,585,494
To Utility Contingency	0	0	70,400	0
Total Expenditures	\$ 25,834,778	\$ 26,559,517	\$ 26,015,437	\$ 27,133,172

GENERAL FUND REVENUE BY CATEGORY

<i>REVENUE</i>	2009 - 10 ACTUAL	2010 - 11 BUDGET	2010 - 11 ESTIMATED	2011 - 12 PROPOSED
Property Tax	\$ 3,411,203	\$ 3,392,153	\$ 3,410,000	\$ 3,350,776
Sales Tax	4,432,443	4,430,272	4,540,000	4,608,100
Franchise Fees	1,712,076	1,703,000	1,731,507	1,732,000
Industrial District Revenue	3,843,335	4,007,000	3,984,300	4,100,000
Licenses and Permits	237,964	156,100	193,805	174,700
Civic Center / Jasmine Hall Fees	228,454	228,400	257,750	245,300
Recreation Fees	806,895	684,950	740,326	706,900
Fines and Court Fees	339,785	358,500	351,421	347,900
Intergovernmental	156,278	93,300	93,300	93,300
Utility Administrative Fee	438,389	438,389	438,389	438,389
Interest and Other	397,561	189,334	203,424	187,850
Transfer from Econ. Devl. Fund	350,000	350,000	350,000	350,000
Transfer from General Contingency	260,000	260,000	260,000	242,600
<i>Total General Fund</i>	<u>\$ 16,614,383</u>	<u>\$ 16,291,398</u>	<u>\$ 16,554,222</u>	<u>\$ 16,577,815</u>



**GENERAL FUND
EXPENDITURES BY CATEGORY**

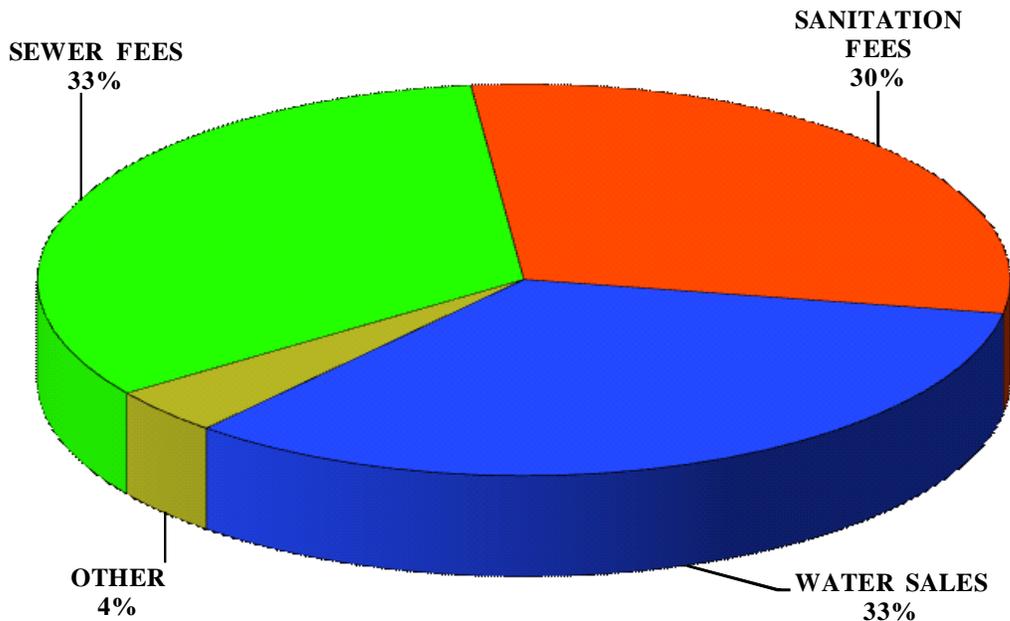
<i>EXPENDITURES</i>	2009 - 10 ACTUAL	2010 - 11 BUDGET	2010 - 11 ESTIMATED	2011 - 12 PROPOSED
SALARIES & WAGES	\$ 7,430,522	\$ 7,741,390	\$ 7,433,103	\$ 7,861,100
EMPLOYEE BENEFITS	2,227,344	2,402,580	2,240,681	2,543,100
OPERATING EXPENSES	4,776,598	5,137,445	5,010,464	5,180,996
CAPITAL OUTLAY	77,850	54,000	55,473	47,500
INTERFUND TRANSFERS:				
EQUIPMENT REPLACEMENT	996,730	935,983	935,983	925,119
UTILITY PROJECTS		0		
SPECIAL EVENTS FUND	20,000	20,000	20,000	20,000
GENERAL CONTINGENCY	330,000	0	242,600	0
 <i>Total General Fund</i>	 \$ 15,859,044	 \$ 16,291,398	 \$ 15,938,304	 \$ 16,577,815

<i>AUTHORIZED PERSONNEL</i>	FISCAL 2008-09	FISCAL 2009-10	FISCAL 2010-11	FISCAL 2011-12
SERVICE / MAINTENANCE	41.00	41.00	41.00	41.00
OFFICE / CLERICAL	22.00	22.00	22.00	22.00
TECHNICAL	26.00	26.00	26.00	26.00
SWORN PERSONNEL	40.00	40.00	40.00	40.00
PROFESSIONAL	8.00	8.00	8.00	8.00
MANAGEMENT / SUPERVISION	27.66	27.66	27.66	27.66
TEMPORARY / SEASONAL	20.61	20.57	19.60	19.29
 <i>Total General Fund Personnel</i>	 185.27	 185.23	 184.26	 183.95

One Management/Supervision, one Clerical, one Technical and two Service Maintenance positions remain authorized but are unfunded for the 2011-12 Fiscal year.

UTILITY FUND REVENUE BY CATEGORY

REVENUE	2009 - 10 ACTUAL	2010 - 11 BUDGET	2010 - 11 ESTIMATED	2011 - 12 PROPOSED
Plumbing Permits	\$ 15,352	\$ 8,500	\$ 9,500	\$ 9,500
Tap Fees	17,557	11,500	7,000	7,000
Administrative Fees	180,264	192,400	180,900	180,700
Water Fees	3,265,467	3,417,504	3,423,334	3,537,738
Sewer Fees	3,228,670	3,389,285	3,389,285	3,493,776
Sanitation Fees	3,020,499	3,038,810	3,021,810	3,116,123
Miscellaneous	119,566	125,120	166,060	125,120
Interest	15,167	15,000	15,000	15,000
Transfer from Utility Contingency	0	70,000	0	0
from General Contingency	70,000	0	70,000	70,400
Total Utility Revenue	\$ 9,932,542	\$ 10,268,119	\$ 10,282,889	\$ 10,555,357



UTILITY FUND EXPENDITURES BY CATEGORY

<i>EXPENDITURES</i>	2009 - 10	2010 - 11	2010 - 11	2011 - 12
	ACTUAL	BUDGET	ESTIMATED	PROPOSED
SALARIES & WAGES	\$ 2,181,711	\$ 2,217,800	\$ 2,144,251	\$ 2,301,500
EMPLOYEE BENEFITS	698,507	764,300	684,638	824,700
OPERATING EXPENSES	4,274,234	4,474,466	4,366,291	4,598,043
CAPITAL OUTLAY				
INTERFUND TRANSFERS:				
GENERAL FUND				
ADMIN FEE - SANITATION	127,100	127,100	127,100	127,100
ADMIN FEE - WATER W/WATER	311,289	311,289	311,289	311,289
FRANCHISE FEE	102,000	102,000	102,000	102,000
EQUIPMENT REPLACEMENT	626,150	658,723	658,723	705,231
UTILITY PROJECTS		0		
UTILITY DEBT SERVICE	1,630,940	1,612,441	1,612,441	1,585,494
UTILITY CONTINGENCY	0	0	70,400	0
UNEMPLOYMENT INSURANCE	0	0	0	0
<i>Total Utility Fund</i>	<u>\$ 9,951,931</u>	<u>\$ 10,268,119</u>	<u>\$ 10,077,133</u>	<u>\$ 10,555,357</u>

<i>AUTHORIZED PERSONNEL</i>	BUDGET	BUDGET	BUDGET	BUDGET
	2008-09	2009-10	2010-11	2011-12
SERVICE / MAINTENANCE	41.00	41.00	41.00	41.00
OFFICE / CLERICAL	5.00	5.00	5.00	5.00
TECHNICAL	10.00	10.00	10.00	10.00
PROFESSIONAL	0.00	0.00	0.00	0.00
MANAGEMENT / SUPERVISION	6.34	6.34	6.34	6.34
<i>Total Utility Fund Personnel</i>	<u>62.34</u>	<u>62.34</u>	<u>62.34</u>	<u>62.34</u>

**Adopted FY 11-12 Budget
Summary of Capital Items**

Typically, capital items are defined as any one item exceeding \$2,000 in cost, which has a useful life of more than one year. Based on the cost of a capital item, they may be budgeted in one of several funds.

Capital items costing less than \$5,000 are usually budgeted in the operating budget of the department making the request under a line called Capital Outlay - Equipment or Capital Outlay -Furniture & Fixtures.

Equipment purchases exceeding \$5,000 are budgeted in the Equipment Replacement Fund. Each department then has a line item in their budget called Operating Transfer - Equipment Replacement Fund. Each department is required to transfer money to the Equipment Replacement Fund based on the Equipment purchased for that department and its estimated useful life.

Drainage, street, facility, water and wastewater projects costing less than \$300,000 are budgeted in the General Projects Fund and the Utility Projects Fund if money is available. These funds accumulate money solely from “budget savings” occurring in the operating funds.

Larger projects are funded by issuing some form of debt, i.e., bonds. These expenditures are budgeted in multi-year bond construction funds.

Summary of Capital Purchases included in the 2011-2012 Budget

Included in the Capital Outlay accounts of:

General and Utility Fund Departments \$47,500

The majority of the items budgeted is for painting at the Civic Center (\$20,000), and weight room equipment at the Recreation Center (\$20,000).

Equipment Replacement Fund Purchases (see Other Funds Tab) \$965,650

The majority of the items budgeted here are computer equipment and software (\$185,000), police department vehicles (\$167,000), and the replacement of two commercial sanitation tanks (\$198,000).

General & Utility Projects estimated expenditures (see Capital Projects Tab) \$769,395

These projects include: sidewalks/ADA Curb Cuts (\$75,000), Civic Center chairs (\$100,000), Plantation spur (\$125,000), Softball Restroom (\$95,000), Service Center Asphalt Overlay (\$40,000), Water Lab A/C (\$65,000), and Meter Replacement Program (\$110,000).

Total Capital Expenditures from annually budgeted funds \$1,782,545

On-going or planned Bond Construction Projects include the completion of projects from the 2010 Downtown Revitalization project (\$5,000,000), 2010 Infrastructure Improvements (\$3,000,000), and the 2010 Water and Sewer improvements (\$1,690,000).

GENERAL FUND



LAKE JACKSON

City of Enchantment

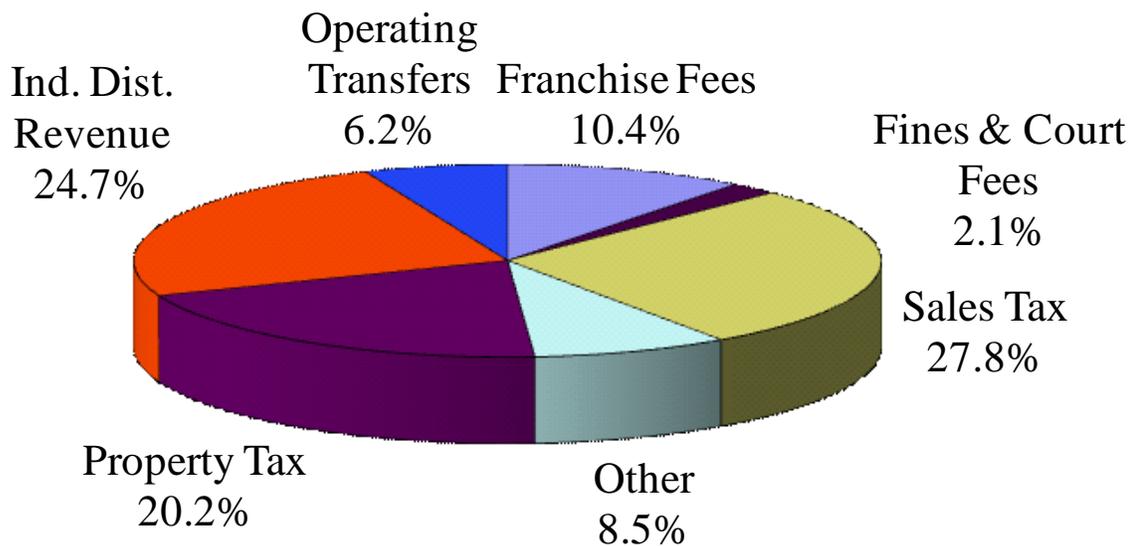
City of
Enchantment



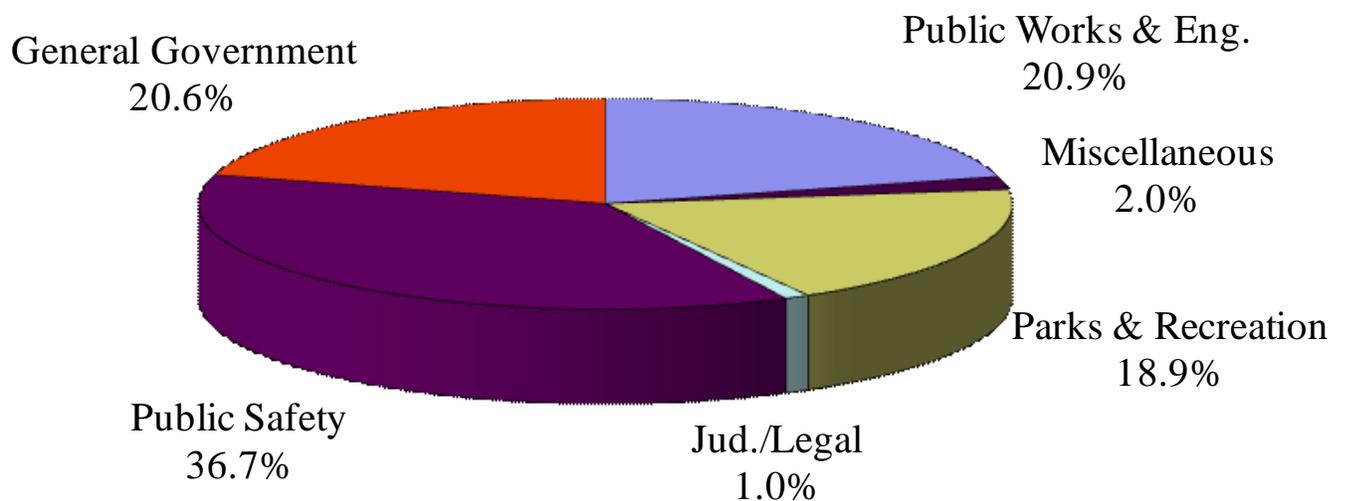
GENERAL OPERATING FUND

Revenues vs Expenditures

Revenues



Expenditures



GENERAL FUND BUDGET SUMMARY

<i>Revenues</i>	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
Property Tax	\$3,411,203	\$3,392,153	\$3,410,000	\$3,286,757
Sales Tax	4,432,443	4,430,272	4,540,000	4,608,100
Franchise Fees	1,712,076	1,703,000	1,731,507	1,732,000
Industrial District Revenue	3,843,335	4,007,000	3,984,300	4,100,000
Licenses and Permits	237,964	156,100	193,805	174,700
Civic Center/Jasmine Hall Fees	228,454	228,400	257,750	245,300
Recreation Fees	806,895	684,950	740,326	706,900
Fines and Court Fees	339,785	358,500	351,421	347,900
Intergovernmental	156,278	93,300	93,300	120,500
Interest and Other Revenue	397,561	189,334	203,424	187,850
Utility Administrative Fee	438,389	438,389	438,389	438,389
Transfer from Economic Development	350,000	350,000	350,000	350,000
Transfer from General Contingency	260,000	260,000	260,000	242,600
Total Resources	\$16,614,383	\$16,291,398	\$16,554,222	\$16,540,996

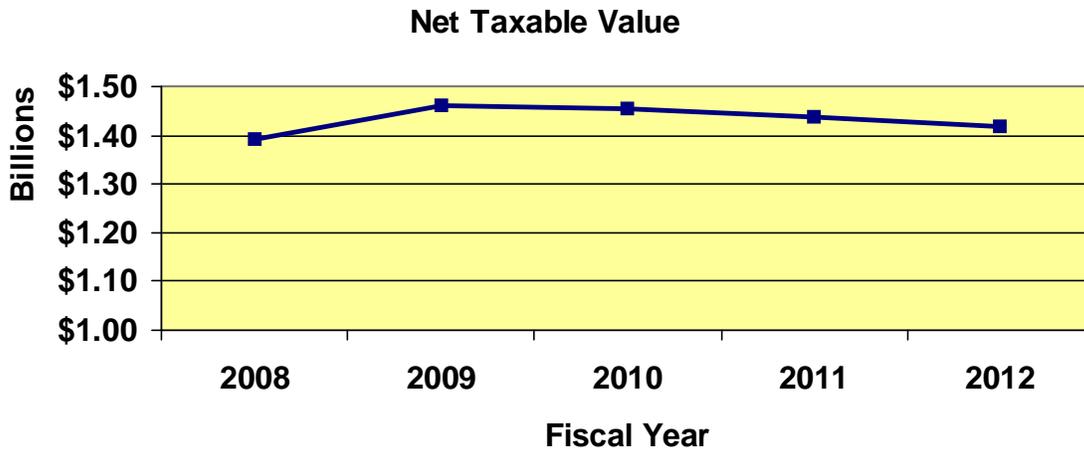
<i>Expenditures</i>	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
General Government Services				
Non-Departmental	\$496,060	\$377,300	\$353,740	\$354,100
Administration	1,221,191	1,183,410	1,179,585	1,193,050
Elections	8,188	20,000	11,000	17,500
Civic Center	520,391	566,575	570,975	560,948
Financial Services				
Finance	837,457	851,777	868,059	894,635
Municipal Court	291,961	339,755	348,380	364,251
Legal Services	158,637	158,290	160,725	161,961
Public Safety Services				
Police	4,536,175	4,576,679	4,583,286	4,676,681
Fire	632,247	681,595	670,127	708,152
Emergency Medical Services	460,191	455,430	458,389	434,190
Humane	240,817	267,571	271,889	273,756
Engineering Services	411,229	402,740	416,702	402,285
Public Works Services				
Street	850,766	957,910	911,531	981,685
Drainage	712,380	866,200	749,960	869,175
Code Enforcement/Bldg. Inspection	549,091	525,075	533,932	544,985
Garage	574,392	628,571	605,003	648,231
Parks and Recreation Services				
Parks	1,100,700	1,185,955	1,073,378	1,196,525
Recreation	1,925,703	1,919,800	1,838,167	1,930,435
Miscellaneous Services				
KLJB	41,679	45,000	45,000	45,000
Library	157,788	148,815	157,460	151,261
Museum	93,452	93,950	92,016	93,190
Youth Advisory	15,802	16,000	16,000	16,000
Senior Advisory	22,747	23,000	23,000	23,000
Total Expenditures	\$15,859,044	\$16,291,398	\$15,938,304	\$16,540,996

GENERAL FUND

MAJOR REVENUE SOURCES

Property Tax

Property taxes (ad valorem) attach as an enforceable lien on property as of each January 1st. The city's property tax is levied each October 1st on the assessed value listed as of January 1st for all real and business personal property located in the City. Assessed values are established by the Central Appraisal District of Brazoria County at 100% of the estimated market value and certified by the Appraisal Review Board. Pursuant to state law, individual residential values cannot increase more than 10% annually. The 2011 certified net taxable value from the Brazoria County Appraisal District (including estimated gain/loss in value from hearings) is \$1,419,681,558. This is a 1.22% decline from the prior year's current adjusted net taxable value.



The State Constitution allows the City to levy taxes up to \$2.50/\$100 of assessed valuation for general government services including the payment of principal and interest on general obligation long-term debt. Taxes are due January 31st following the October 1st levy date and are considered delinquent after February 1st of each year. For tax year 2011, the City is not proposing an increase in the tax rate. The proposed tax rate for tax year 2011 is \$0.3900 per \$100 valuation -- of which \$0.231514 is allocated to operations and maintenance and \$0.158486 for repayment of tax-exempt long-term debt. The 2011 tax year levy at 100% estimated collection rate, based on the certified 2011 taxable value, totals \$5,536,757 of which \$3,286,757 is allocated for operations and \$2,250,000 for debt service.

GENERAL FUND MAJOR REVENUE SOURCES

Sales Tax

The Sales tax in Lake Jackson is 8.25% of goods or services sold or delivered within the City's boundaries. The tax is collected by businesses making the sale and is remitted to the State Comptroller of Public Accounts on a monthly, quarterly, or annual basis. Of the 8.25% tax, the State retains 6.25% and distributes 1.5% to the City and .5% to the county. The State distributes tax proceeds to local entities within forty days following the period for which the tax is collected by the business. Of the City's share, .50% is allocated to the Lake Jackson Economic Development Fund and 1% is deposited in the General Fund.

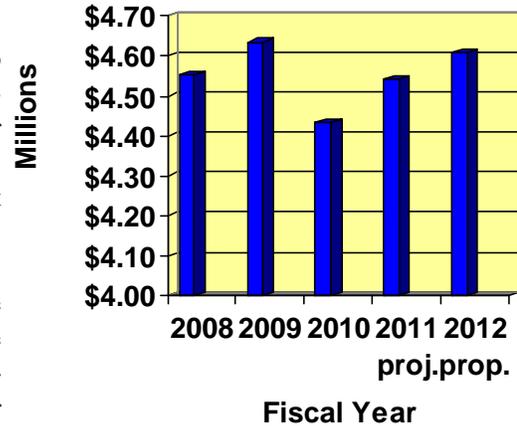
Aggregate historical data, adjusted for any known changes to the base, is used to project future sales tax revenues. As it is the City's policy to budget revenues conservatively, the City is projecting fiscal year 2011 sales tax receipts to exceed fiscal year 2011 budget 2.5% (\$109,728). For fiscal year 2011-12, we anticipate that sales tax receipts will continue to slightly rebound. As a result, for fiscal year 2011-12 we are estimating \$4.6 million in sales tax revenues--which is a 1.5% (\$68,100) increase from the fiscal year 2010-11 projections.

Additionally, the State of Texas allows cities to enter into incentive agreements for companies to locate to the City and report sales tax collections from the City for local collections. In turn, the City grants a portion of the collections to the company in the form of an incentive payment. The City currently has two incentive agreements in place and the City's net receipt from companies under these agreements are estimated to exceed \$135,000 in fiscal 2011-12.

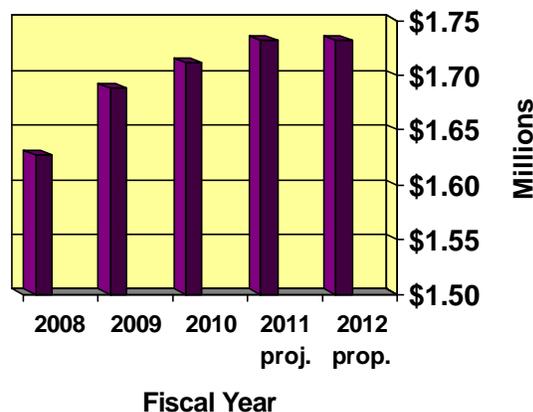
Franchise Fees

The City of Lake Jackson maintains franchise agreements with utilities that use the City's right-of-way to conduct their business. The agreements contain a franchise fee clause, which requires the utilities to compensate the City for use of right-of-ways. Generally, the fees are based upon a percentage of a utility's gross receipts or a per-unit of usage charge (generated by customers located within the City's corporate limits that range from 2% - 5%. However, Texas has amended its state statues which affect franchise tax. As of January 1, 2008 utilities will be taxed based on their profit margin. The City's franchise fees are estimated to total \$1,732,000 in fiscal year 2011-12, which is slightly higher than fiscal year 2010-11 projections.

**General Fund
Sales Tax Revenue**



Franchise Fees



GENERAL FUND

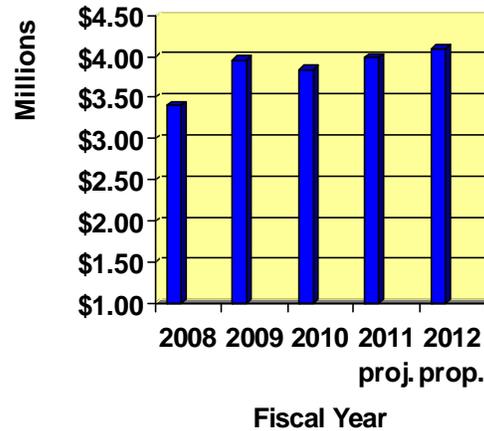
MAJOR REVENUE SOURCES

Industrial District

In concert with the cities of Clute and Freeport, Lake Jackson entered into an industrial District contract with the Dow chemical company, BASF Corporation, and the Brock Interests. The contract calls for industry to make payments to the cities in lieu of being annexed and paying the full tax rate. In exchange, this relieves the cities from having to provide full city services, such as police and fire, to the industrial complex.

Even though preliminary communications regarding the negotiation of a new contract is in progress; the City of Lake Jackson is proposing to receive \$4.1 million from the industrial district for fiscal year 2011-12.

Industrial District Revenue



Operating Transfers

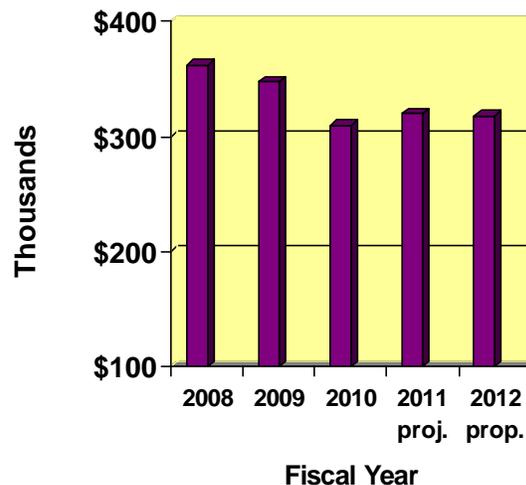
The City's water, wastewater, and sanitation operations annually reimburse the General Fund for administrative services provided during the year. These include general administration, computer services, personnel services, purchasing services, engineering services, and the like. These transfers insure that the Utility Fund is self supporting and self sufficient. This transfer equates to \$438,389.

The General Fund also receives a \$350,000 transfer from the ½ ¢ optional sales tax (Economic Development Fund) to help offset the operating costs of the Recreation Center. Overall, operating transfers will equal \$788,389.

Court Fines

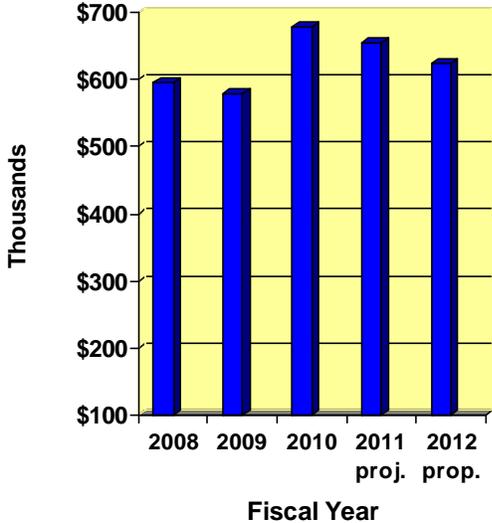
Court fine revenues fluctuate in relation to the number of citations issued and the amount of court fines collected. The City is projecting a 2.4% (\$7,934) decline in 2010-11 court fine revenue (\$320,066) from 2010-11 budget expectations (\$328,000). As is the City's philosophy to budget revenues conservatively, for fiscal 2011-12, we are budgeting \$317,900 for court fine revenue.

Court Fine Revenue



**GENERAL FUND
MAJOR REVENUE SOURCES**

**Recreation Center
Membership/Admission Revenue**



Recreation Fees

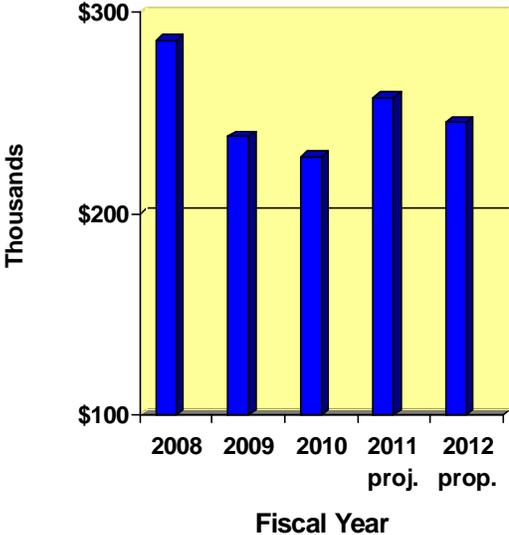
Over 80% of the Recreation revenues are comprised of admissions and memberships. Membership revenue is contingent upon the number of memberships, and admission revenue is contingent on the number of times non-members utilize the Recreation Center.

We are projecting to end fiscal 2010-11 \$60,175 above the 2010-11 budget for memberships and admissions. For 2011-12, we are budgeting \$624,000 for memberships and admissions - which is 4.8% (\$31,175) below 2011 projections. It is the City's philosophy to budget revenues conservatively.

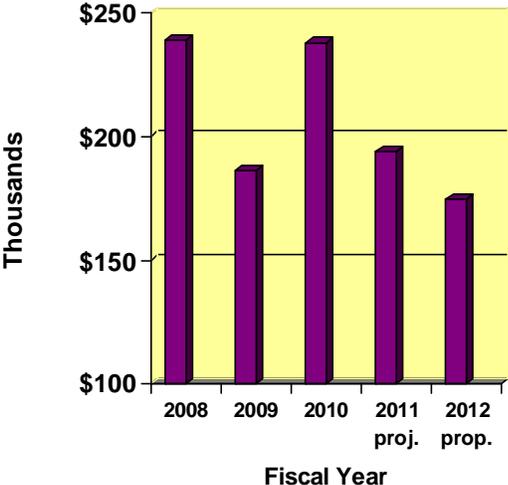
Civic Center Fees

Civic Center revenues fluctuate in direct proportion to the number of bookings. The City is projecting to end the 2010-11 fiscal year \$29,350 above the 2010-11 budget. As is the City's philosophy to budget revenues conservatively, for 2011-12, Civic Center revenues are budgeted at \$245,300. This is a 4.8% decrease (\$12,450) from the 2010-11

Civic Center Fees



License and Permits



License and Permits

Licenses and permits revenue include charges for alcoholic beverage, wrecker, and health licenses; and building, electrical, sign, and alarm permits. Fiscal 2010-11 projections are expected to exceed the 2010-11 budget by \$37,705. For fiscal 2011-12, we are not anticipating any new building constructions. Thus, we are budgeting a 9.9% (\$19,105) reduction in revenues from the 2010-11 projections.

GENERAL FUND PROJECTED REVENUES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Ad Valorem Taxes				
Ad Valorem Taxes	\$3,411,203	\$3,392,153	\$3,410,000	\$3,286,757
City Sales & Use Tax	4,432,443	4,430,272	4,540,000	4,608,100
Franchise Fees				
Electric	983,184	988,000	981,795	982,000
Natural Gas	140,811	145,000	164,950	165,000
Southwestern Bell	125,579	128,000	122,888	123,000
Comcast	360,502	340,000	359,874	360,000
Solid Waste	102,000	102,000	102,000	102,000
	1,712,076	1,703,000	1,731,507	1,732,000
Industrial District Revenue	3,843,335	4,007,000	3,984,300	4,100,000
Business				
Alcohol Beverage License	3,180	2,500	2,755	2,700
Peddler Permit	1,340	500	1,200	1,200
Wrecker License	1,300	1,000	1,100	1,000
Health Inspections	34,242	30,000	31,865	32,000
Alarm Permits	47,937	50,000	46,070	47,000
	87,999	84,000	82,990	83,900
Grants				
Justice Asst Grant	4,704	0	0	0
HGAC Grant	64,501	0	0	0
	69,205	0	0	0
Non-Business				
Building Permits	127,378	60,000	94,300	75,000
Electrical Permits	20,082	10,000	14,730	14,000
Sign Permits	2,505	2,100	1,785	1,800
	149,965	72,100	110,815	90,800
State Govern. Shared Revenue				
Alcohol Beverage Taxes	44,905	43,000	47,124	36,000
Criminal Justice Tax	19,226	22,000	18,036	18,000
	64,131	65,000	65,160	54,000
General Government				
Planning Fees	4,468	150	700	150
Apartment Fee for Code Enforcement	68,177	68,000	66,894	67,000
Printing & Duplicating	172	0	0	0
	72,817	68,150	67,594	67,150

GENERAL FUND PROJECTED REVENUES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Recreation				
Recreation Center	\$684,908	\$599,650	\$661,254	\$629,500
Outdoor Pool	6,766	6,800	6,800	6,800
Youth Athletics	5,430	5,000	2,985	3,000
Youth Programs	55,729	32,900	32,900	32,900
Adult Aquatics	4,246	3,400	3,400	3,400
Adult Athletics	14,993	10,000	10,000	10,000
Adult Programs	12,103	7,000	2,500	2,500
MacLean Sportsplex	12,085	9,500	11,652	10,500
Misc. Park Use	10,635	10,700	8,835	8,300
	806,895	684,950	740,326	706,900
Civic Center Rentals	214,689	214,400	242,000	230,300
Jasmine Hall Rentals	13,765	14,000	15,750	15,000
Municipal Court Fines	309,671	328,000	320,066	317,900
Court Fees	30,114	30,500	31,355	30,000
Miscellaneous	159,015	24,200	24,700	24,200
BISD's Grant Portion	40,511	40,800	40,800	40,800
Brazosport College - SRO	46,562	52,500	52,500	52,500
Richwood Dispatching	0	0	0	27,200
Other Rent	12,000	12,000	12,000	12,000
Operating Transfers				
Transfer from General Contingency	260,000	260,000	260,000	242,600
From Economic Development	350,000	350,000	350,000	350,000
From Utility Fund:				
Admin. Fee - Sanitation	127,100	127,100	127,100	127,100
Admin. Fee - Water/WW	311,289	311,289	311,289	311,289
	1,048,389	1,048,389	1,048,389	1,030,989
Insurance Reimbursement	54,925	0	0	0
Interest Earned	34,673	19,984	33,970	30,500
Total Projected Revenues	\$16,614,383	\$16,291,398	\$16,554,222	\$16,540,996

**ESTIMATED AD VALOREM TAX COLLECTION & PROPOSED DISTRIBUTION
FISCAL YEAR 2011 - 2012**

Assessed Valuation for 2010	\$ 1,437,060,336
Gain (Loss) in Value	<u>(17,378,778)</u>
Anticipated Assessed Valuation for 2011	1,419,681,558
Tax Rate Per \$100 Valuation	0.3900
Revenue from 2011 Tax Roll	5,536,758
Estimated Collections	<u>100.0%</u>
TOTAL FUNDS AVAILABLE	\$ <u><u>5,536,757</u></u>

SCHEDULE OF TAX LEVY AND COLLECTION RATE

TAX YEAR	TOTAL	TAX RATE	TAX LEVY	TAX * COLLECTIONS	% COLLECTIONS TO LEVY
	ASSESSED VALUATION				
1997	847,067,939	0.3500	2,964,738	2,945,500	99.351%
1998	889,655,350	0.3500	3,113,794	3,091,895	99.297%
1999	935,110,266	0.3500	3,272,886	3,275,322	100.074%
2000	998,035,066	0.3500	3,493,123	3,471,809	99.390%
2001	1,068,602,660	0.3500	3,740,109	3,741,281	100.031%
2002	1,116,753,175	0.3750	4,187,824	4,171,444	99.609%
2003	1,185,429,367	0.3703	4,389,645	4,391,567	100.044%
2004	1,236,071,214	0.3700	4,573,463	4,578,873	100.118%
2005	1,273,059,582	0.3800	4,837,626	4,819,017	99.615%
2006	1,351,219,282	0.3700	4,999,511	4,971,255	99.435%
2007	1,391,772,727	0.3850	5,358,325	5,371,880	100.253%
2008	1,460,686,450	0.3900	5,696,677	5,672,153	99.570%
2009	1,454,833,720	0.3900	5,673,852	5,684,777	100.193%
2010	* 1,437,060,336	0.3900	5,604,535	5,372,877 *	95.867%
2011	** 1,419,681,558	0.3900	5,536,758		

* Tax collections as of April 30, 2011

** Projected per appraisal district certificate of estimated value.

PROPOSED DISTRIBUTION OF COLLECTED TAXES

FUND	ADOPTED	PROPOSED	PROPOSED	%
	TAX RATE	TAX RATE	AMOUNT	
	2010 - 11	2011 - 12	2011 - 12	
General Fund	\$0.2345	0.231514	\$3,286,757	59.36%
General Debt Service Fund	0.1555	0.158486	2,250,000	40.64%
TOTAL	\$0.3900	0.3900	\$5,536,757	100.00%

GENERAL GOVERNMENT



LAKE JACKSON

City of Enchantment



Non-Departmental

Program Description

Non-Departmental includes transfers to the Special Events Fund (funding for the Annual Fourth of July Fireworks Celebration), and year end transfers to the General Projects and Parks Fund. Also there are expenditures for repairs and operations cost of the Christmas Lights and the contribution to Economic Development Alliance for Brazoria County.

**GENERAL GOVERNMENT
NON-DEPARTMENTAL - 0900**

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$496,060	\$377,300	\$353,740	\$354,100
<i>Total Resources</i>	\$496,060	\$377,300	\$353,740	\$354,100

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Employee Incentive	\$0	\$260,000	\$0	\$242,600
Operating Costs	75,757	97,300	91,140	91,500
Capital Outlay	64,501	0	0	0
Hurricane Ike	5,802	0	0	0
Transfer to Gen. Contingency	330,000	0	242,600	0
Transfer to Gen. Projects	0	0	0	0
Transfer to Special Events	20,000	20,000	20,000	20,000
Transfer to Utility Projects	0	0	0	0
<i>Total Expenditures</i>	\$496,060	\$377,300	\$353,740	\$354,100

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
<i>Total Personnel</i>	0.00	0.00	0.00	0.00

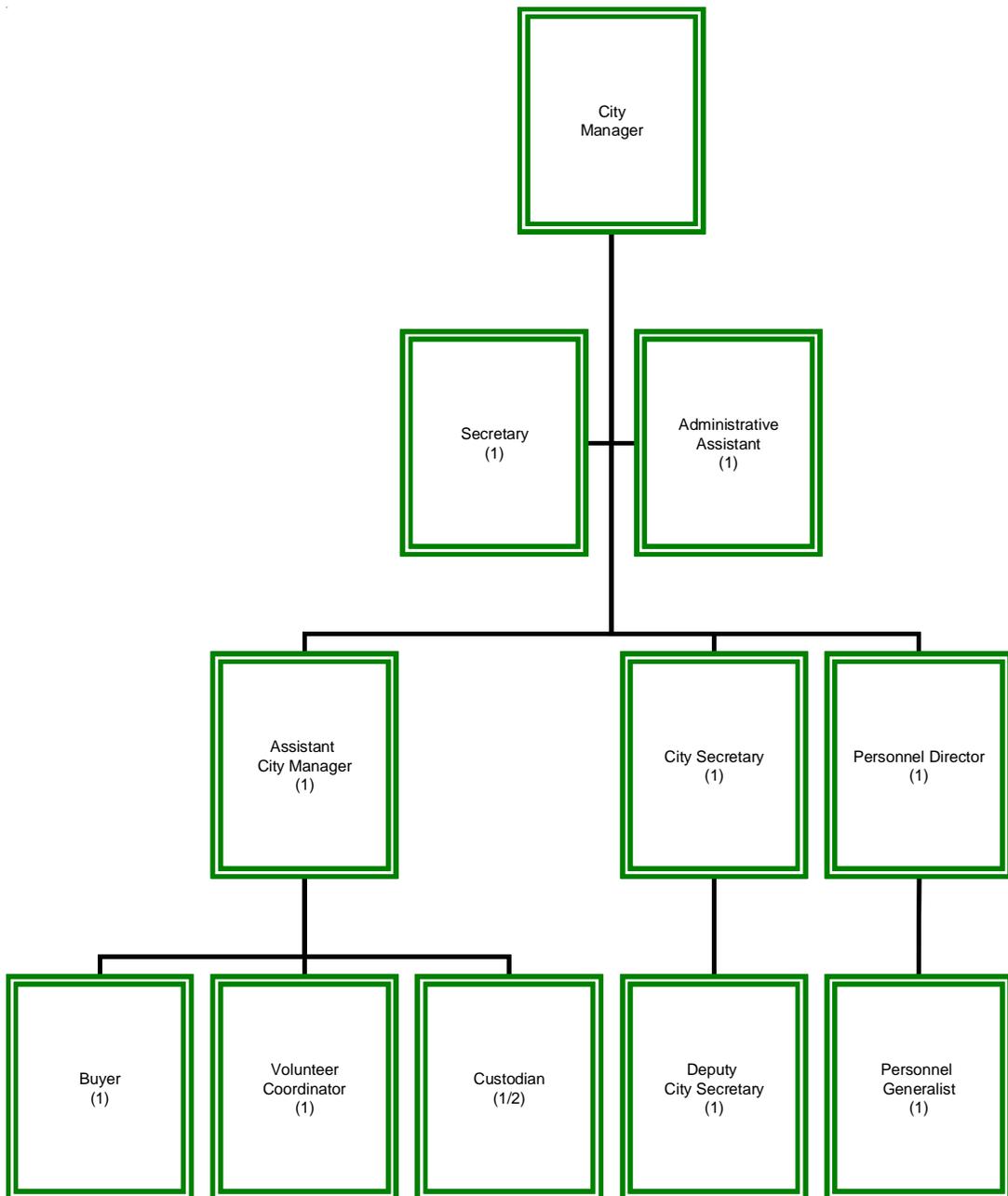
Major Budget Changes

No major budget changes.

NON-DEPARTMENTAL - 0900

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Employee Incentive	\$0	\$260,000	\$0	\$242,600
BISD Busing Assistance	12,000	12,000	12,000	12,000
Eco. Dev. Alliance for Brazoria Cnty.	10,500	10,500	10,500	10,500
Hurricane Ike	5,802	0	0	0
Brazoria County Child Advocacy	0	7,000	7,000	7,000
Connect CTY	25,924	26,000	26,000	26,000
General Supplies				
Christmas Lights	7,896	12,000	12,740	12,000
Awards	4,751	5,000	5,000	5,000
Wellness Program	2,000	2,000	2,000	2,000
	14,647	19,000	19,740	19,000
Gas & Electricity (Christmas Lights)	3,998	4,200	3,900	5,000
CAPP Membership	0	6,600	0	0
Food Supplies				
Miscellaneous	4,423	7,500	7,500	7,500
Employee Picnic	4,265	4,500	4,500	4,500
	8,688	12,000	12,000	12,000
Capital Outlay	64,501	0	0	0
Transfer to Special Events Fund	20,000	20,000	20,000	20,000
Transfer to General Contingency	330,000	0	242,600	0
Transfer to General Projects	0	0	0	0
Transfer to Utility Projects	0	0	0	0
Total Non-Departmental	\$496,060	\$377,300	\$353,740	\$354,100

Administration



Program Description

General Government Administration is responsible for general management of the city's affairs as determined by policy established by the City Council. General Government Administration also includes the services of the City Secretary, who is responsible for the filing and retention of all official records and minutes of City Council.

This Department is also comprised of various other internal service operations, such as Purchasing, Personnel, and Risk Management.

ADMINISTRATION

Administration - 1000

FY10-11 ACCOMPLISHMENTS

- Vision Element:** Enhance Communication and Technology
Objective: Improve communication through best practices and enhance technology
Accomplished: Created Facebook and Twitter accounts. Communicating to 1,610 contacts on a weekly basis.
Accomplished: Distributed new magnets with web, facebook, and twitter information to newcomers
Accomplished: Created an e-mail database to communicate with downtown businesses regarding downtown construction activities.
- Vision Element:** Maintain a Well Managed City
Objective: Improve in-house training opportunities for employees
Accomplished: Provided two web-based skills training and four policy training seminars to supervisors.
- Objective:** Continue implementation of records management
Accomplished: Completed permanent records storage room.

FY11-12 GOALS & OBJECTIVES

- Vision Element:** Enhance Communication and Technology
Objective: Improve communication through best practices and enhanced technology
Goal: Include boards and commissions in annual strategic planning process.
Goal: Implement information subscription page on city website
Goal: Add a tv in front lobby which continually runs the cable access channel (ch 16).
- Vision Element:** Maintain a Well Managed City
Objective: Continue implementation of records management
Goal: Fund merit adjustment program for all full time employees
Goal: Implement digital storage of permanent files in personnel
Goal: Work with Engineering on the transfer of digital files to Questys
- Vision Element:** Enable Growth and Revitalization
Objective: Implement downtown revitalization
Goal: Coordinate design of South Parking Place

ADMINISTRATION
Administration - 1000

DEPARTMENT STANDARDS

- 1 Prepare all minutes for approval at Boards/City Council following regular meeting.
- 2 Complete payroll processing two days before payday.

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 City Council/Board/Commission meetings staffed	101	110	95	100
2 Mayor/Council agendas compiled	30	30	30	30
3 Public Hearings held	12	15	12	15
4 Bid specifications prepared	6	10	5	5
5 Employee applications processed	944	900	632	800
7 Average length of service (years)	10.16	10	10.35	10
8 Workers compensation claims	22	15	16	18
9 Liability claims	7	10	6	10
10 Injury Loss Days	162	150	15	75

GENERAL ADMINISTRATION - 1000

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Planning Fees		\$2,000		
General Resources	1,221,191	1,181,410	1,179,585	1,193,050
Total Resources	\$1,221,191	\$1,183,410	\$1,179,585	\$1,193,050

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$699,574	\$684,100	\$701,191	\$697,800
Employee Benefits	180,870	183,600	188,555	200,700
Operating Expenses	287,002	264,325	238,454	243,050
Capital Outlay	0	0	0	1,500
Operating Transfers	53,745	51,385	51,385	50,000
Total Expenditures	\$1,221,191	\$1,183,410	\$1,179,585	\$1,193,050

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.50	0.50	0.50	0.50
Office/Clerical	1.00	1.00	1.00	1.00
Technical	3.00	3.00	3.00	3.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	2.00	2.00	2.00	2.00
Management/Supervision	4.00	4.00	4.00	4.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	10.50	10.50	10.50	10.50

Major Budget Changes

Salaries & benefits have increased by \$28,300, reduced printing budget by \$8,000.

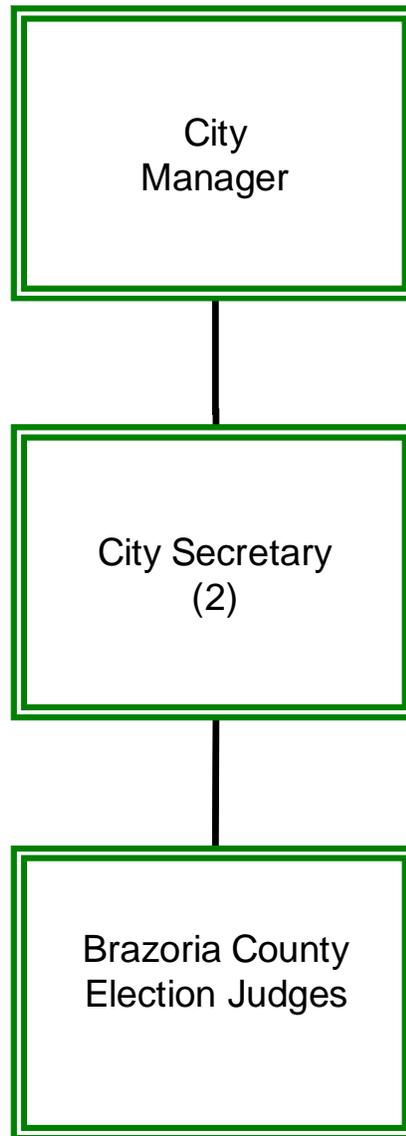
GENERAL ADMINISTRATION - 1000

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$15,029	\$14,600	\$15,109	\$15,000
Office/Clerical	28,034	27,300	28,132	28,000
Technical	115,274	111,300	115,004	114,400
Professional	94,780	92,000	95,996	94,300
Management/Supervision	437,678	428,400	438,950	438,100
Council	7,463	7,500	7,500	7,500
Temp/Seasonal	0	0	0	0
	698,258	681,100	700,691	697,300
Overtime	1,316	3,000	500	500
Contract Labor	0	0	0	2,500
Group Insurance				
Health	39,515	39,700	40,555	42,200
Life	1,085	1,300	1,853	1,300
Dental	2,879	3,300	3,365	3,500
Long Term Disability	2,335	3,000	2,673	3,100
	45,814	47,300	48,446	50,100
Employee Benefits				
Social Security	47,195	45,700	47,283	46,200
Retirement	82,860	88,600	90,467	98,300
Tuition Reimbursements	400	0	550	1,600
Workers Compensation	4,601	2,000	1,809	2,000
	135,056	136,300	140,109	148,100
Professional Service Fees				
Physician - Examination	451	0	0	0
Employee Screening	150	500	300	500
Consultant - Planning	495	500	0	0
Printing	28,184	35,000	35,000	27,000
Outside Attorney	65,278	10,000	10,000	10,000
Codification	9,094	5,000	5,000	5,000
TML Benefits Administration Fee	8,958	9,000	9,000	9,000
Consultant-Industrial District Values	13,980	13,980	13,980	13,980
Consultant-Goal Setting	3,636	3,500	3,500	3,500
Unemployment Insurance Service	400	500	500	500
	130,626	77,980	77,280	69,480
Water & Sewer	1,278	1,200	1,280	1,280

GENERAL ADMINISTRATION - 1000

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Maintenance & Repair				
Buildings - City Hall	14,540	6,500	6,500	6,500
Heating & Air Conditioning	1,799	2,000	1,000	2,000
Vehicles	1,053	500	1,200	2,000
Equipment	0	500	500	500
Maintenance Contract	4,567	22,870	21,562	23,290
	\$21,959	\$32,370	\$30,762	\$34,290
Rental - Vehicle & Equipment	\$12,774	\$14,000	\$14,000	\$14,000
Insurance				
Property	5,750	6,310	3,871	4,355
Liability	4,189	5,000	3,336	3,725
	9,939	11,310	7,207	8,080
Communication	10,465	10,000	10,000	10,000
Advertising	8,670	11,000	9,000	9,500
Training	10,669	15,000	10,000	12,500
Travel	6,450	10,000	6,000	8,000
Other Purchased Services				
Dues & Memberships	9,115	9,565	9,500	9,920
Recording	750	1,000	750	1,000
	9,865	10,565	10,250	10,920
General Supplies				
Office	12,172	15,000	13,000	15,000
Gasoline & Diesel	1,473	1,500	1,500	1,500
Operating	11,901	13,000	12,000	13,000
Cleaning	1,824	3,000	2,000	3,000
	27,370	32,500	28,500	32,500
Electricity	35,400	34,400	32,175	30,500
Miscellaneous	722	1,500	0	0
Books & Periodicals	815	2,500	2,000	2,000
Capital Outlay	0	0	0	1,500
Operating Transfers				
Equipment Replacement	53,745	51,385	51,385	50,000
Unemployment Insurance	0	0	0	0
	53,745	51,385	51,385	50,000
Total General Administration	\$1,221,191	\$1,183,410	\$1,179,585	\$1,193,050

Elections



Program Description

This budget provides for 3 elections, which includes City Official and Charter Amendment elections, also included are run-off and bond issue elections.

All state and federal mandated publications are budgeted within this unit. Joint elections with other governmental agencies are held when possible to aid in containing costs. Development and maintenance of this budget unit and administration of elections rests with the City Secretary. The City Secretary position is budgeted 100% in General Administration (1000).

ADMINISTRATION

Elections - 1200

FY10-11 ACCOMPLISHMENTS

Department Projects

Accomplished: Contacted with Brazoria County for 2011 General Election.
May 14, 2011 election conducted with no errors.

FY11-12 GOALS & OBJECTIVES

Department Projects

Goal: Continue contract with Brazoria County Election Department to conduct all general, special called and bond elections.

Work with Charter Review Commission and City Council to determine when to hold city official elections as a result of changes necessitated by the recently approved MOVE Act.

ADMINISTRATION

Elections - 1200

DEPARTMENT STANDARDS

1 100% of elections held will comply with election laws.

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Number of registered voters	17,351	17,500	17355	17500
2 Voter turn out - May election	1,045	1,000	1200	1500
3 Number of elections held	1	1	2	1
4 Cost per ballot cast	5.97	3.5	3.03	2.47
5 Total cost per General Election	\$6,243	\$3,500	\$3,635	\$3,700

ELECTIONS - 1200

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$8,188	\$20,000	\$11,000	\$17,500
Total Resources	\$8,188	\$20,000	\$11,000	\$17,500

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Expenses	\$8,188	\$20,000	\$11,000	\$17,500
Total Expenditures	\$8,188	\$20,000	\$11,000	\$17,500

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

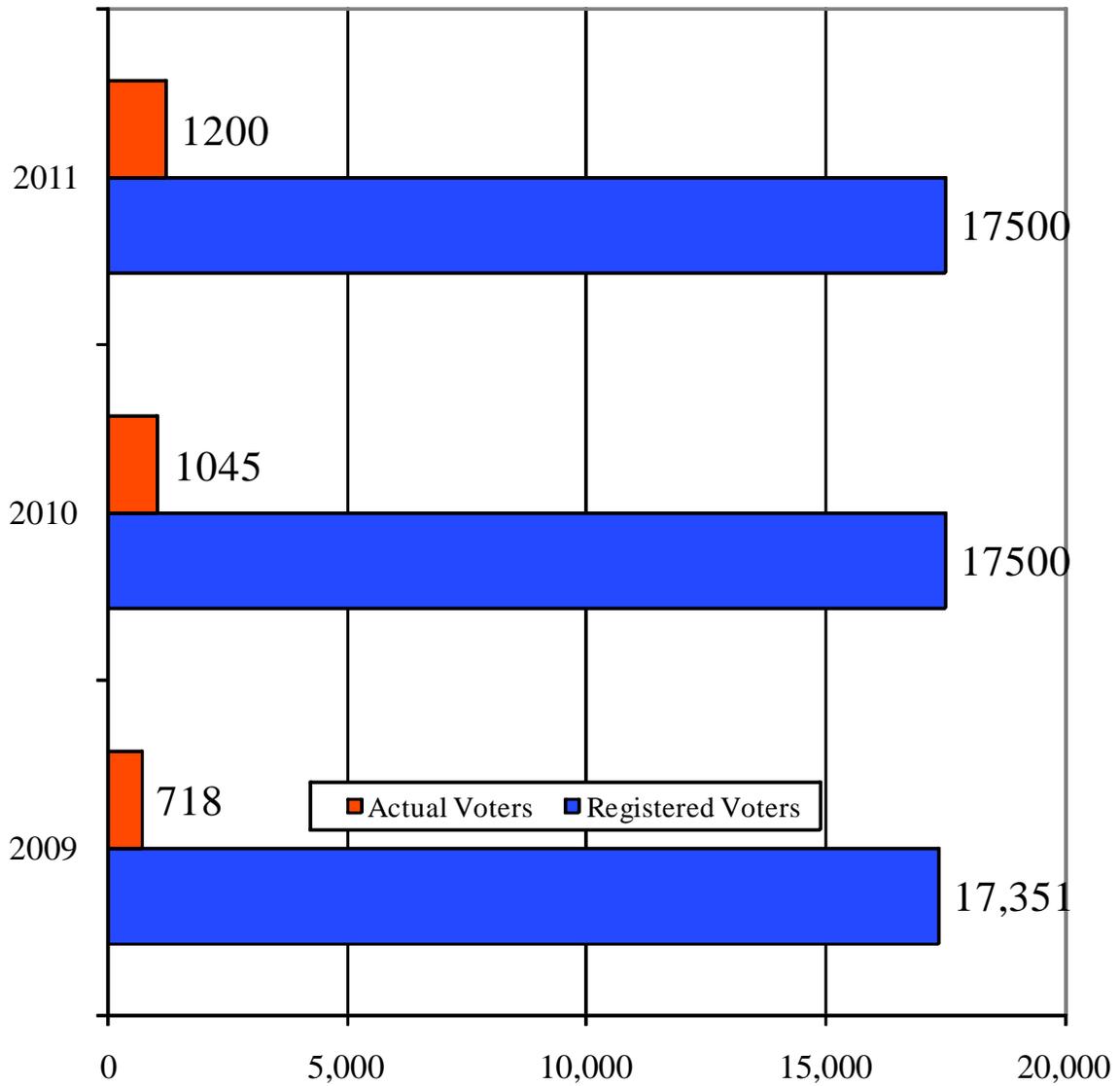
Major Budget Changes

No major budget changes.

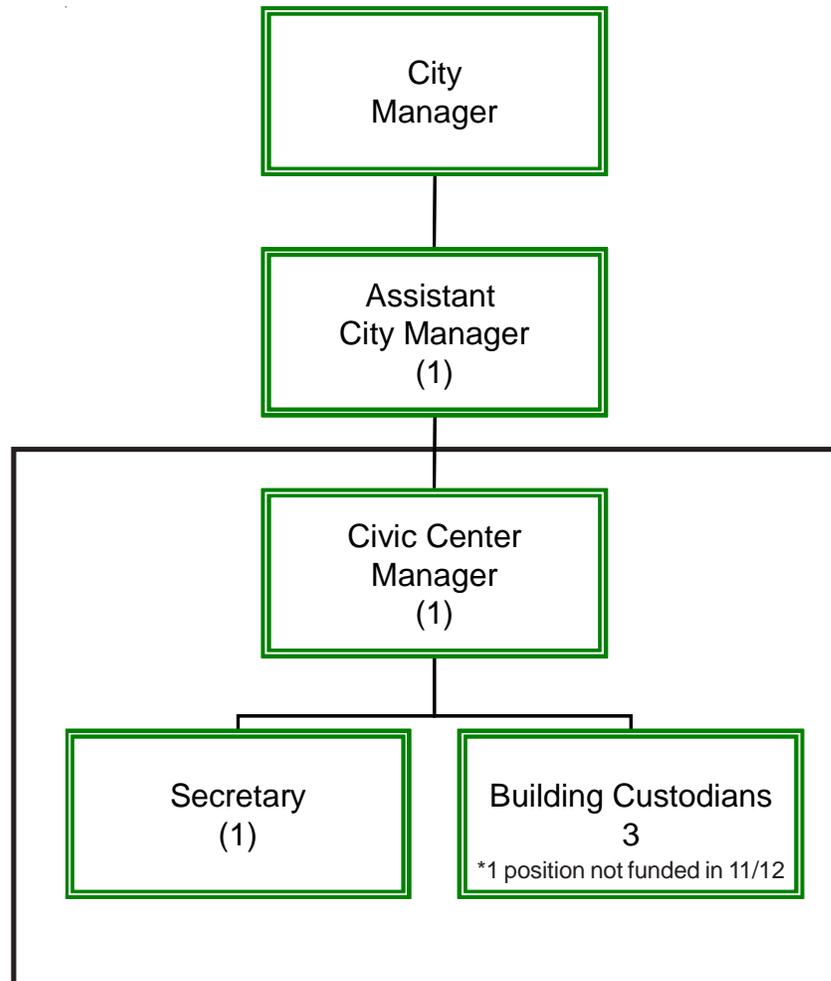
ELECTIONS - 1200

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Professional Services				
Election Judges	0	500	0	0
Election Translator	0	0	0	0
	0	500	0	0
Brazoria County Contract	6,243	12,000	9,500	12,500
Advertising	1,945	7,500	1,500	5,000
Office Supplies	0	0	0	0
Total Elections	\$8,188	\$20,000	\$11,000	\$17,500

Voter Turn Out May Elections



Civic Center



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Civic Center provides approximately 15,500 square feet of meeting room space to the general public, corporate and business community. The center includes a beautifully landscaped outdoor mini-park area with plaza, staging area, two fountains, life size chess and checkerboard that provides a pleasant, enjoyable, attractive atmosphere for weddings and other special events. The center also provides space for ActionsS senior citizens activity organization and the Senior Citizen Commission.

GENERAL GOVERNMENT

Civic Center - 4500

FY10-11 ACCOMPLISHMENTS

Vision Element: Maintain Infrastructure
Objective: Upgrade and maintain infrastructure and facilities
Accomplishment: Facilities were maintained by regular touchup of painting, monthly carpet cleaning and stripping and waxing of tile floors on an as needed basis. Grounds and beds were spruced up a minimum of twice this past fiscal year. Trellaces and bollards were painted. Interactive fountain was completely re-piped and restructured to allow for better drainage. Outside porch light fixtures were replaced to allow for better lighting. Carpet was replaced in all rental rooms.

Vision Element: Enhance Quality of Life
Objective: Provide community with affordable and family oriented activities
Accomplishment: Provided four spring concerts on the Veterans Memorial Plaza. Hosted Festival of Lights 2010 and Senior Fest 2011. Hosted the TAFF Annual Conference. Hosted the 10th anniversary Memorial Ceremony of 9/11.

FY11-12 GOALS & OBJECTIVES

Vision Element: Maintain Infrastructure
Objective: Maintain facilities and equipment
Goal: Contract out for total interior painting of Civic Center.
Goal: Replace 1,000 banquet chairs.

Vision Element: Enhance Quality of Life
Objective: Provide community with affordable and family oriented activities
Goal: Host Festival of Lights 2011 with more children activities than previous years.
Goal: Host Senior Fest 2012.

**GENERAL GOVERNMENT
Civic Center - 4500**

DEPARTMENT STANDARDS

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Number of Civic Center rentals	854	850	791	825
2 Number of days with customers	313	330	320	320
3 Percent of expenditures covered by revenues (civic)	43.2%	40.1%	44.3%	42.7%
4 Number of Jasmine Hall events	213	210	204	210
5 Number of days with customers	212	210	204	210
6 Percent of expenditures covered by revenues (jasmine)	59.9%	44.7%	64.2%	55.0%

CIVIC CENTER - 4500

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Civic Center Rental	\$214,689	\$214,400	\$242,000	\$230,300
Jasmine Hall Rental	13,765	14,000	15,750	15,000
General Resources	291,937	338,175	313,225	315,648
<i>Total Resources</i>	\$520,391	\$566,575	\$570,975	\$560,948

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$162,066	\$155,900	\$161,170	\$159,400
Employee Benefits	51,137	51,800	51,632	55,600
Operating Expenses	292,114	323,150	320,975	325,948
Capital Outlay	13,349	34,000	35,473	20,000
Operating Transfers	1,725	1,725	1,725	0
<i>Total Expenditures</i>	\$520,391	\$566,575	\$570,975	\$560,948

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	3.00	3.00	3.00	3.00
Office/Clerical	1.00	1.00	1.00	1.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.00	1.00	1.00	1.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
<i>Total Personnel</i>	5.00	5.00	5.00	5.00

Major Budget Changes

No major budget changes.

CIVIC CENTER - 4500

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$57,139	\$54,300	\$56,126	\$55,800
Office/Clerical	31,313	30,600	31,563	31,300
Management/Supervision	58,535	56,000	57,981	57,300
	146,987	140,900	145,670	144,400
Overtime	14,387	15,000	15,000	15,000
Contract Labor	692	0	500	0
Group Insurance				
Health	15,252	15,100	15,471	16,100
Life	401	500	404	500
Dental	1,128	1,200	1,284	1,300
Long Term Disability	578	700	582	700
	17,359	17,500	17,741	18,600
Employee Benefits				
Social Security	11,797	11,900	11,347	12,200
Retirement	19,366	20,400	20,419	22,700
Workers Compensation	2,615	2,000	2,125	2,100
	33,778	34,300	33,891	37,000
Professional Services				
Contract Cleaning	24,868	29,850	24,650	21,472
Physician Examination	0	0	0	0
	24,868	29,850	24,650	21,472
Water & Sewer	11,493	7,100	11,100	11,100
Maintenance & Repair				
Building - Civic Center	63,931	60,000	60,000	60,000
Building - Jasmine Hall	4,935	5,000	5,000	5,000
Heating & Air Conditioning	14,064	28,300	21,000	28,300
Vehicles & Equipment	140	250	250	250
Maintenance Contract	1,236	2,320	2,060	2,265
	84,306	95,870	88,310	95,815
Insurance				
Property	36,664	38,820	50,117	51,840
Liability	0	1,100	688	770
	\$36,664	\$39,920	\$50,805	\$52,610

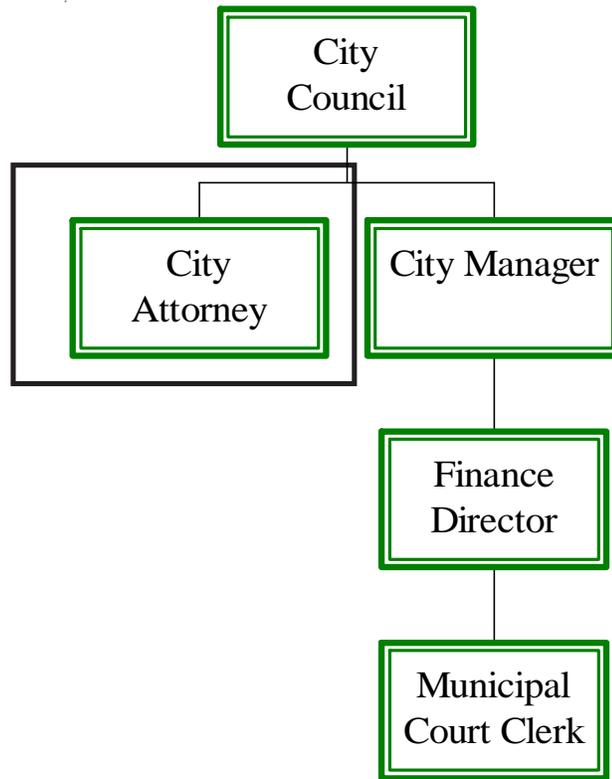
CIVIC CENTER - 4500

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Rental - Vehicle & Equipment	\$2,256	\$1,970	\$1,970	\$1,970
Communications	4,658	5,700	4,700	5,700
Advertising	2,719	8,000	5,000	6,981
Training	595	400	400	400
Travel	791	650	650	650
Dues & Memberships	50	325	325	325
General Supplies				
Office	5,601	5,500	5,500	5,500
Wearing Apparel	971	1,000	900	900
Gasoline & Diesel	220	500	450	400
Operating	21,656	25,150	25,150	25,150
Miscellaneous	2,973	4,500	4,500	4,500
Cleaning	13,533	12,500	12,500	12,500
	44,954	49,150	49,000	48,950
Electricity	78,760	84,215	84,065	79,975
Capital Outlay	13,349	34,000	35,473	20,000
Operating Transfers				
Equipment Replacement	1,725	1,725	1,725	0
	1,725	1,725	1,725	0
Total Civic Center	\$520,391	\$566,575	\$570,975	\$560,948





The John Dewey Municipal Court building opened for business August 2010



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The City Attorney's Office provides in-house legal services to the City Council, boards, commissions, and all departments of the City. The City Attorney's Office also represents the City in litigation, drafts various legal instruments, such as contracts and ordinances, and answers legal claims filed against the City.

LEGAL

Legal - 1700

FY10-11 ACCOMPLISHMENTS

- Vision Element:** Maintain a Well Managed City
Objective: Enhance customer service
Accomplishment: Sent plea offers in the form of letters to defendants whose cases would likely lead to convictions
- Objective:** Review and update code of ordinances as necessary or as directed by City Council
Accomplishment: Drafted ordinance to update number, size, and setbacks of accessory uses in residential areas
Accomplishment: Drafted ordinance allowing cinerariums, with restrictions, to be placed in B-3 zones
- Objective:** Upgrade infrastructure and facilities
Accomplishment: Drafted various contracts to upgrade facilities and infrastructure.
- Vision Element:** Enable Growth and Revitalization
Objective: Implement downtown revitalization
Accomplishment: Drafted contracts for downtown revitalization project.
- Vision Element:** Enhance Quality of Life
Objective: Improve the safety of our citizens
Accomplishment: Prosecuted Class C cases
Accomplishment: Prosecuted red-light camera violations
Accomplishment: Drafted ordinance to ban synthetic marijuana
Accomplishment: Drafted update to apartment inspection ordinance
Accomplishment: Drafted sexually oriented business ordinance
- Objective:** Provide community with affordable and family oriented activities
Accomplishment: Drafted contract for Festival of Lights carnival and inflatables.
Accomplishment: Drafted contracts for the parks department for various classes that will be given throughout the year.
Accomplishment: Drafted easement for small section of private property for hike & bike trail on Oak Drive
- Department Projects:** Monitored CenterPoint filings, CAPP/TCAP communications and brought resolutions and contracts to council as necessary.
Department Projects: Drafted extension to industrial district agreement.
Department Projects: Monitored changing of FACTA (red flag rules) so that city could rescind this federally mandated program as soon as possible.
Department Projects: Will attend legislative update sessions and will send new laws to appropriate departments
Department Projects: Monitored cases that are being handled by outside counsel
Department Projects: Assisted staff with open records request, and sent the requests to the AG for an opinion, if needed.
Department Projects: Presented to city council review of open meetings act using real world examples
Department Projects: Gave presentation on legal requirements that must be met to regulate secondary effects of sexually oriented businesses.
-

FY11-12 GOALS & OBJECTIVES

- Vision Element:** Maintain a Well Managed City
Objective: Review and update code of ordinances as necessary or as directed by City Council
Assist Municipal Court become a court of record
Revise: Two chapters in the code of ordinances

LEGAL
Legal - 1700

DEPARTMENT STANDARDS

- 1 Assure that all defendants in Municipal Court are treated fairly and in a just manner.

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Ordinances prepared	31	36	20	36
2 Resolutions prepared	12	20	16	20
3 Jury trials prosecuted	5	12	5	10
4 Non jury trials prosecuted	38	48	48	48
5 Contracts prepared/reviewed	24	50	45	50
6 Red-light Hearings	34	18	20	20
7 Red-light Appeals	3	3	3	3

LEGAL - 1700

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$158,637	\$158,290	\$160,725	\$161,961
Total Resources	\$158,637	\$158,290	\$160,725	\$161,961

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$102,715	\$100,500	\$101,649	\$103,300
Employee Benefits	\$25,058	\$25,000	\$26,034	\$26,700
Operating Expenses	30,864	32,790	33,042	31,961
Total Expenditures	\$158,637	\$158,290	\$160,725	\$161,961

<i>Personnel</i>	2007-08 Budget	2008-09 Budget	2009-10 Budget	2010-11 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.00	1.00	1.00	1.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	1.00	1.00	1.00	1.00

Major Budget Changes

No major budget changes.

LEGAL - 1700

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Management/Supervision	102,715	100,500	101,649	103,300
	102,715	100,500	101,649	103,300
Group Insurance				
Health	3,813	3,800	3,863	4,000
Life	268	100	269	100
Dental	282	300	320	300
Long Term Disability	388	500	390	500
	4,751	4,700	4,842	4,900
Employee Benefits				
Social Security	7,573	6,900	7,424	6,900
Retirement	12,424	13,200	13,519	14,700
Workers Compensation	310	200	249	200
	20,307	20,300	21,192	21,800
Professional Service Fees				
Outside Attorney	18,144	18,000	18,000	18,000
	18,144	18,000	18,000	18,000
Maintenance Contract	360	1,310	1,306	1,315
Insurance Liability	626	630	443	495
Communications	2,131	1,650	2,400	2,400
Training	1,002	1,375	1,000	825
Travel	1,453	1,935	1,687	1,090
Dues & Memberships	953	965	980	980
Internet Subscriptions	932	1,125	1,056	1,056
Office	154	500	500	500
Operating	397	800	1,170	800
Books & Periodicals	4,712	4,500	4,500	4,500
Total Legal	\$158,637	\$158,290	\$160,725	\$161,961



9/11 at Fire Station 1

FINANCE



LAKE JACKSON

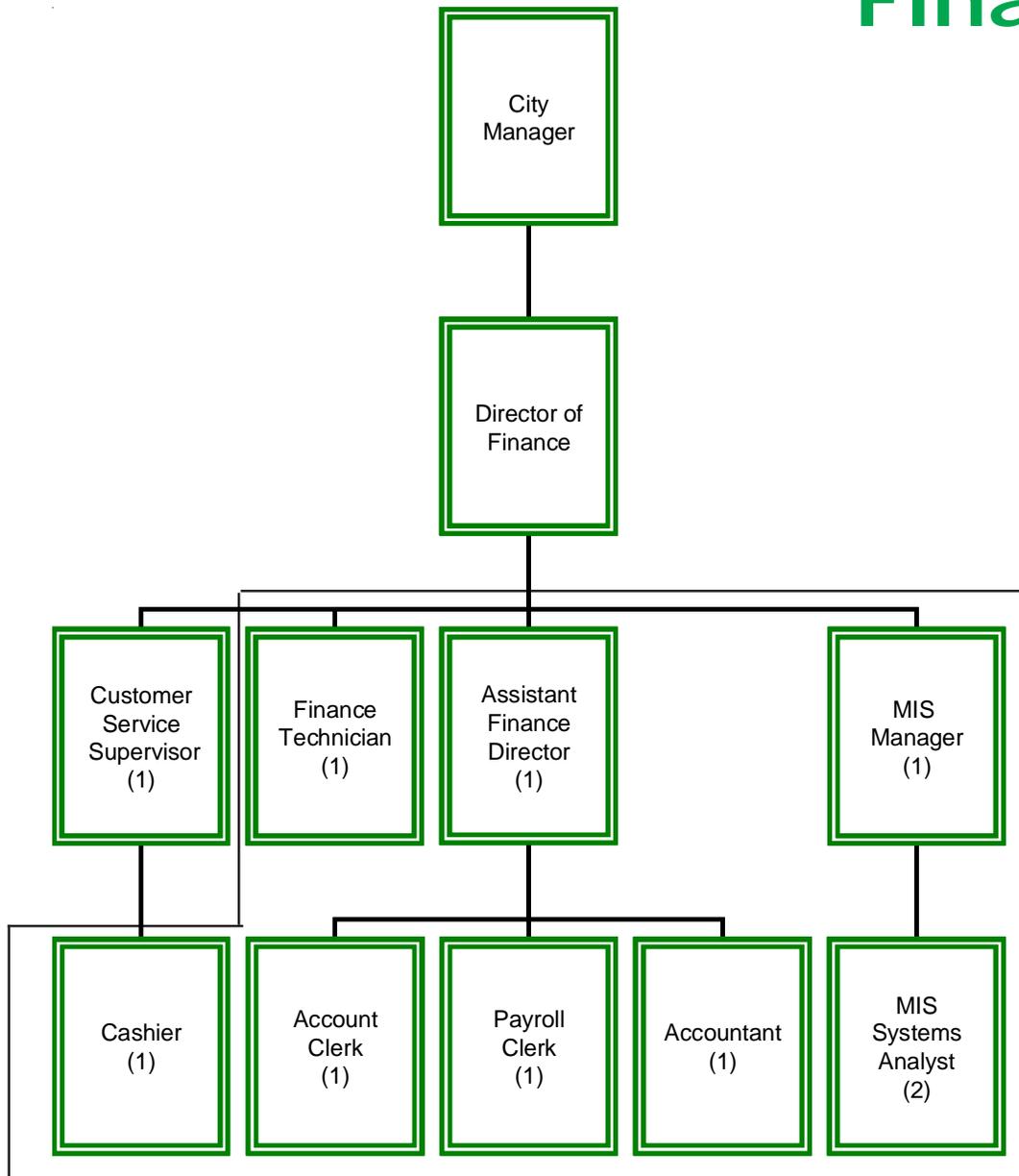
City of Enchantment





City of Lake Jaackson Finance Department Employees

Finance



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

This department records and reports results of financial transactions, prepares various internal and external financial reports, advises management on matters of a financial nature and is responsible for the City's cash management and investing program.

Personnel in this department are the initial contact point at City Hall for citizen's inquiries, answering all incoming phone lines, greeting all walk in customers and serving as central cashier.

This department also provides all information technology service, which includes the City Hall IBM AS/400 and Network, Police Department Network and connections to City Hall, Positron/911 Network, communication switches, Recreation Center Network, WAN equipment at the Service Center, Civic Center and WWTP, and 150 PC's and laptops.

FINANCE

Finance - 1400

FY 10-11 ACCOMPLISHMENTS

- Vision Element:** Enhance Communication and Technology
Objective: Improve communications both externally and internally through best practices and enhanced technology
- Accomplishment:** Completed the evaluation of several models and price points for the potential for providing Wi-Fi technology downtown. The major options included: 1.) public/private service with the City bearing the cost; 2) public/private service with private business partnership with possible subsidy; and 3) private-only with the City bearing the cost
- Vision Element:** Enhance Communication and Technology
Objective: Enhance Customer Service
Accomplishment: Began the acceptance of credit card payments at City Hall.
- Department Projects:** Received Government Finance Officer Association's award for budgeting (19th year) and excellence in financial reporting (14th year)

FY 11-12 GOALS & OBJECTIVES

- Vision Element** Maintain a well managed City
Objective: Improve in-house training opportunities for all employees
Goal: Encourage the use of OnDemand training for Microsoft classes as well as other personal development by training employees in the use of the SunGard Training and Development website.
- Vision Element** Enhance Communication and Technology
Objective: Resolve Internet Connection Issues
Goal: Research and determine a new method to connect City facilities to the Internet
- Objective:** Develop a citizen request / response system
Goal: Develop in-house an access database to track calls/issues received and responses.
- Department Projects:**
Goal: Plan coordinate and facilitate the preparation of the annual budget and comprehensive annual financial report.
- Goal:** Obtain Government Finance Officer Association certificate of excellence in financial reporting and budgeting.

FINANCE
Finance - 1400

DEPARTMENT STANDARDS

- 1 Distribute departmental financial reports by the 10th of the month 100% of the time.
- 2 Issue checks on Friday for all check request received by Wednesday.
- 3 Receive an unqualified audit opinion.
- 4 Obtain Certificate of Excellence in Financial Reporting

PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Percentage of month end reports distributed within 15 days of month end.	100%	100%	100%	100%
2 Cashier transactions per day:				
Cash	262	220	190	180
Check	307	280	240	220
Electronic Funds	52	50	55	55
Utility Payments	321	320	24	40
3 Incoming phone calls per hour	13	20	15	15
4 Accounts payable checks processed per month	622	450	495	500
5 Manual checks processed per month	26	20	10	0
6 Unqualified Audit Opinion	13th yr	14th yr	14th yr	15th yr
7 GFOA CAFR award received	Yes	Yes	Yes	Yes
8 Computer support calls per week	66	50	70	70
9 Accounts Payable EFT transactions	416	340	104	110

FINANCE - 1400

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Interest Earned	\$34,673	\$19,984	\$33,970	\$30,500
General Resources	802,784	831,793	834,089	864,135
Total Resources	\$837,457	\$851,777	\$868,059	\$894,635

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$490,985	\$481,200	\$499,268	\$495,900
Employee Benefits	139,971	149,165	150,281	157,500
Operating Expenses	172,566	188,110	185,208	210,250
Operating Transfers	33,935	33,302	33,302	30,985
Total Expenditures	\$837,457	\$851,777	\$868,059	\$894,635

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	4.00	4.00	4.00	4.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	3.00	3.00	3.00	3.00
Management/Supervision	3.00	3.00	3.00	3.00
Temporary/Seasonal	0.29	0.33	0.33	0.33
Total Personnel	10.29	10.33	10.33	10.33

Major Budget Changes

\$4,700 increase in equipment rental, replacing a 10 year old postage machine with a leased unit. \$15,000 increase in communication to pay for new high speed connection to the internet. Previous connection via Brazosport College adult learning center will no longer be an option. The Utility Administration department is also bearing 50% of this cost.

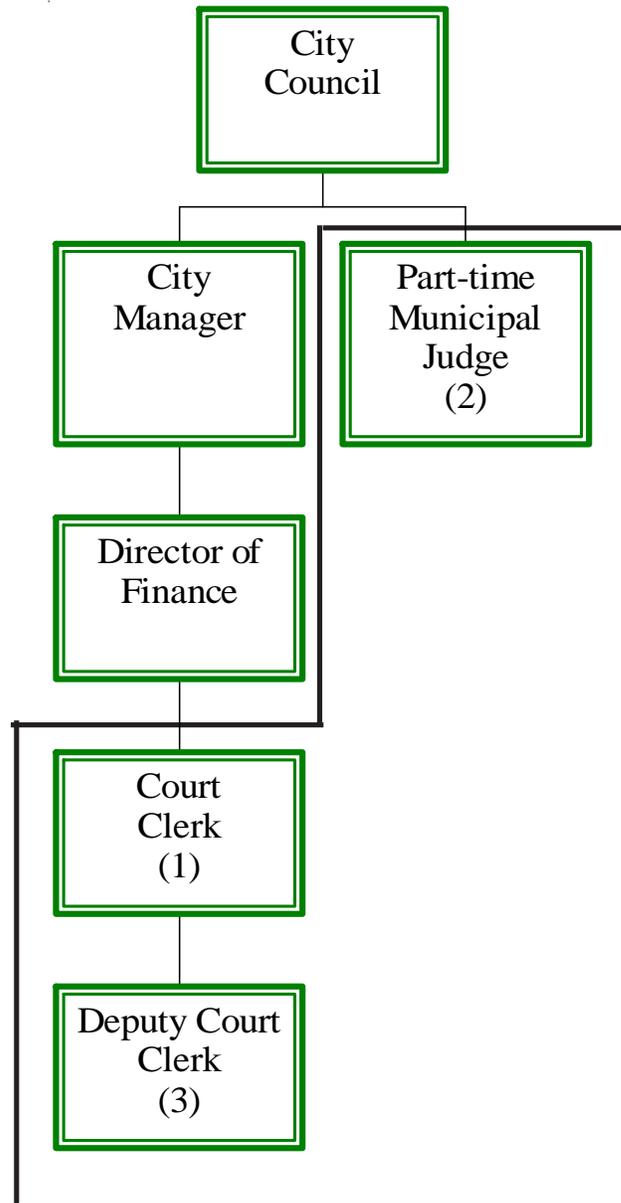
FINANCE - 1400

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Office/Clerical	\$112,170	\$112,700	\$116,294	\$115,900
Professional	133,261	130,100	135,653	133,100
Management/Supervision	242,242	235,400	243,321	240,400
Temp/Seasonal	0	0	0	2,500
	487,673	478,200	495,268	491,900
Overtime	3,312	3,000	4,000	4,000
Contract Labor	276	3,000	0	0
Group Insurance				
Health	37,610	37,800	38,624	40,200
Life	791	1,200	1,356	1,200
Dental	2,730	3,100	3,205	3,400
Long Term Disability	1,695	2,200	1,948	2,200
	42,826	44,300	45,133	47,000
Employee Benefits				
Social Security	36,438	35,800	36,818	36,600
Retirement	59,232	63,000	65,133	70,200
Tuition Reimbursement	0	4,865	2,000	2,500
Workers Compensation	1,475	1,200	1,197	1,200
	97,145	104,865	105,148	110,500
Professional Service Fees				
Physician Examination	135	0	102	0
Tax Appraisals	41,103	42,600	42,780	44,920
CAFR	246	800	765	800
Tax Collections	3,194	4,000	3,344	4,000
Outside Auditor	21,219	19,250	19,250	19,250
Arbitrage Review	10,905	11,000	11,000	6,000
	76,802	77,650	77,241	74,970
Maintenance & Repair				
Computer Equipment	5,290	5,000	5,000	5,000
Non-Fleet Equipment	311	500	500	500
Maintenance Contracts	67,028	66,675	67,740	74,765
	72,629	72,175	73,240	80,265
Rental - Equipment	\$495	\$400	\$400	\$5,100

FINANCE - 1400

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Insurance				
Property	\$758	\$1,035	\$1,355	\$1,525
Liability	2,995	3,000	2,122	2,370
	3,753	4,035	3,477	3,895
Communication	1,063	1,400	1,400	16,400
Training	2,376	6,050	6,050	6,050
Travel	2,051	5,000	5,000	5,000
Dues & Memberships	2,800	3,400	3,400	3,570
General Supplies				
Office	6,962	9,000	9,000	9,000
Operating	2,865	5,000	5,000	5,000
	9,827	14,000	14,000	14,000
Books & Periodicals	494	1,000	1,000	1,000
Operating Transfers				
Equipment Replacement	33,935	33,302	33,302	30,985
Unemployment Insurance	0	0	0	0
	33,935	33,302	33,302	30,985
Total Finance	\$837,457	\$851,777	\$868,059	\$894,635

Municipal Court



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Municipal Court is responsible for administering the disposition of Class C misdemeanor charges brought against persons within the geographical boundaries of the city. The Court Clerk is responsible for the maintenance of the Municipal Court Docket and monitoring collection of fines assessed by the Municipal Judges. The Judges preside over all court hearings which include docket calls twice per month, jury trials, non-jury trials once per month and juvenile court once per month.

FINANCE

Municipal Court - 1100

FY10-11 ACCOMPLISHMENTS

Vision Element Maintain a Well Managed City
Objective: Enhance Customer Service
Goal: Dedicate one clerk to window service on a constant basis.
Accomplishment: Since moving into our new offices, we now have one clerk stationed at the window providing service to our customers on a constant basis.

Vision Element Maintain a Well Managed City
Objective: Use new technology to improve areas of operation.
Goal: Implement a new filing system storing our current and pending cases.
Accomplishment: We now use file folders as storage for our current and pending cases. They are filed alphabetically in the new filing cabinet.

Vision Element Maintain a Well Managed City
Objective: Use new technology to improve areas of operation.
Goal: Contract with TxDOT to flag motor vehicle records if the owner has an outstanding warrant for failure to appear or failure to pay a fine involving traffic violations.
Accomplishment: After researching, we were advised the County would not participate in the program.

FY11-12 GOALS & OBJECTIVES

Vision Element Maintain a Well Managed City
Objective: Use new technology to improve areas of operation
Goal:

1. Install a door bell at the main door to alert the clerks that a customer has entered and is awaiting service.
2. Install a microphone device at each window to allow both the clerks and the customer to efficiently communicate.

Vision Element Maintain a Well Managed City
Objective: Review and update code of ordinances or as directed by City Council
Goal: Present City to City comparison of fines to City Council for consideration
Goal: Obtain approval from City Council to become Court of Record, which will prevent defendant's from directly appealing to county court before being tried in municipal court. Also, fines will be retained by the City instead of by the County.

Departmental Goal: Monitor the status of new case submissions to Municipal Services Bureau (Collection Agency) and the status of clearance on cases submitted to determine the effectiveness of the program.

FINANCE
Municipal Court - 1100

DEPARTMENT STANDARDS

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
CASE ACTIVITY:				
1 New Cases Filed	8973	8600	9013	9000
a. Failure to appear charges filed	260	400	857	900
2 Cases paid without court appearance	2359	2200	2197	2200
3 Cases dismissed (non-deferred)	520	450	673	675
4 Found guilty by judge with fine assessed	437	350	435	435
5 Case dismissed with compliance (expired registration, license, etc.)	1993	1600	2151	2150
6 Cases dismissed after proof of financial responsibility	1223	1300	807	800
7 Cases dismissed after deferred disposition	764	500	533	550
8 Cases dismissed after driving safety course	774	500	644	650
9 Number of persons appearing at docket call	1446	1400	1359	1400
10 Number of appeals to county court	11	10	8	10
WARRANT ACTIVITY:				
11 Warrants issued	1,390	1,800	2,204	2,200
12 Dollars collected by Municipal Service Bureau	\$64,981	\$65,000	\$64,032	\$65,000
13 Warrant Round-up Dollar Amount Cleared	\$54,265	\$55,000	\$13,880	\$55,000

MUNICIPAL COURT - 1100

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Criminal Justice Tax	19,226	22,000	18,036	18,000
Court Fees	30,114	30,500	31,355	30,000
General Resources	242,621	287,255	298,989	316,251
Total Resources	\$291,961	\$339,755	\$348,380	\$364,251

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$197,530	\$192,400	\$205,091	\$193,800
Employee Benefits	48,507	52,225	48,672	53,700
Operating Expenses	41,699	86,310	85,797	85,735
Capital Outlay	0	0	0	0
Operating Transfers	4,225	8,820	8,820	31,016
Total Expenditures	\$291,961	\$339,755	\$348,380	\$364,251

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	3.00	3.00	3.00	3.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.00	1.00	1.00	1.00
Temporary/Seasonal	0.24	0.00	0.00	0.00
Total Personnel	4.24	4.00	4.00	4.00

Major Budget Changes

Equipment Replacement increased \$ 22,196 due to computer and networking costs.

MUNICIPAL COURT - 1100

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Office/Clerical	\$85,658	\$83,500	\$77,355	\$82,200
Management/Supervision	49,168	47,700	50,532	48,900
Temp/Seasonal	0	0	10,980	0
Special Agreement Personnel	52,746	51,200	53,224	52,700
	187,572	182,400	192,091	183,800
Overtime	9,958	10,000	13,000	10,000
Group Insurance				
Health	15,003	15,100	15,456	16,100
Life	371	600	369	700
Dental	1,118	1,200	1,282	1,300
Long Term Disability	532	600	528	600
	17,024	17,500	17,635	18,700
Employee Benefits				
Social Security	13,973	14,700	12,938	14,700
Retirement	17,405	18,500	17,646	19,800
Tuition Reimbursement	-478	1,025	0	0
Workers Compensation	583	500	453	500
	31,483	34,725	31,037	35,000
Professional Services				
Jury Costs	301	855	586	865
Contract Cleaning	1,098	7,500	9,285	6,515
	1,399	8,355	9,871	7,380
Maintenance & Repair				
Building	0	0	1,425	3,000
Maintenance Contract	1,782	9,730	9,740	10,135
	1,782	9,730	11,165	13,135
Vehicles & Equipment	3,823	5,600	4,500	4,465
Insurance				
Property	3,167	19,000	2,513	2,830
Liability	1,116	1,200	848	950
	4,283	20,200	3,361	3,780
Communications	937	950	965	980

MUNICIPAL COURT - 1100

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Training	\$777	\$1,050	\$1,000	\$1,050
Travel	\$1,172	\$2,050	\$1,205	\$2,790
Dues & Memberships	360	350	310	350
General Supplies				
Office	\$7,139	\$6,400	\$6,740	\$6,600
Operating	\$16,385	\$11,535	\$16,525	\$16,365
Cleaning	0	0	1,190	1,200
	23,524	17,935	24,455	24,165
Electricity	3,550	20,000	28,875	27,430
Books & Periodicals	92	90	90	210
Capital Outlay - Equipment	0	0	0	0
Operating Transfers				
Equipment Replacement	4,225	8,820	8,820	31,016
Unemployment Insurance	0	0	0	0
	4,225	8,820	8,820	31,016
Total Municipal Court	\$291,961	\$339,755	\$348,380	\$364,251

PUBLIC SAFETY



LAKE JACKSON

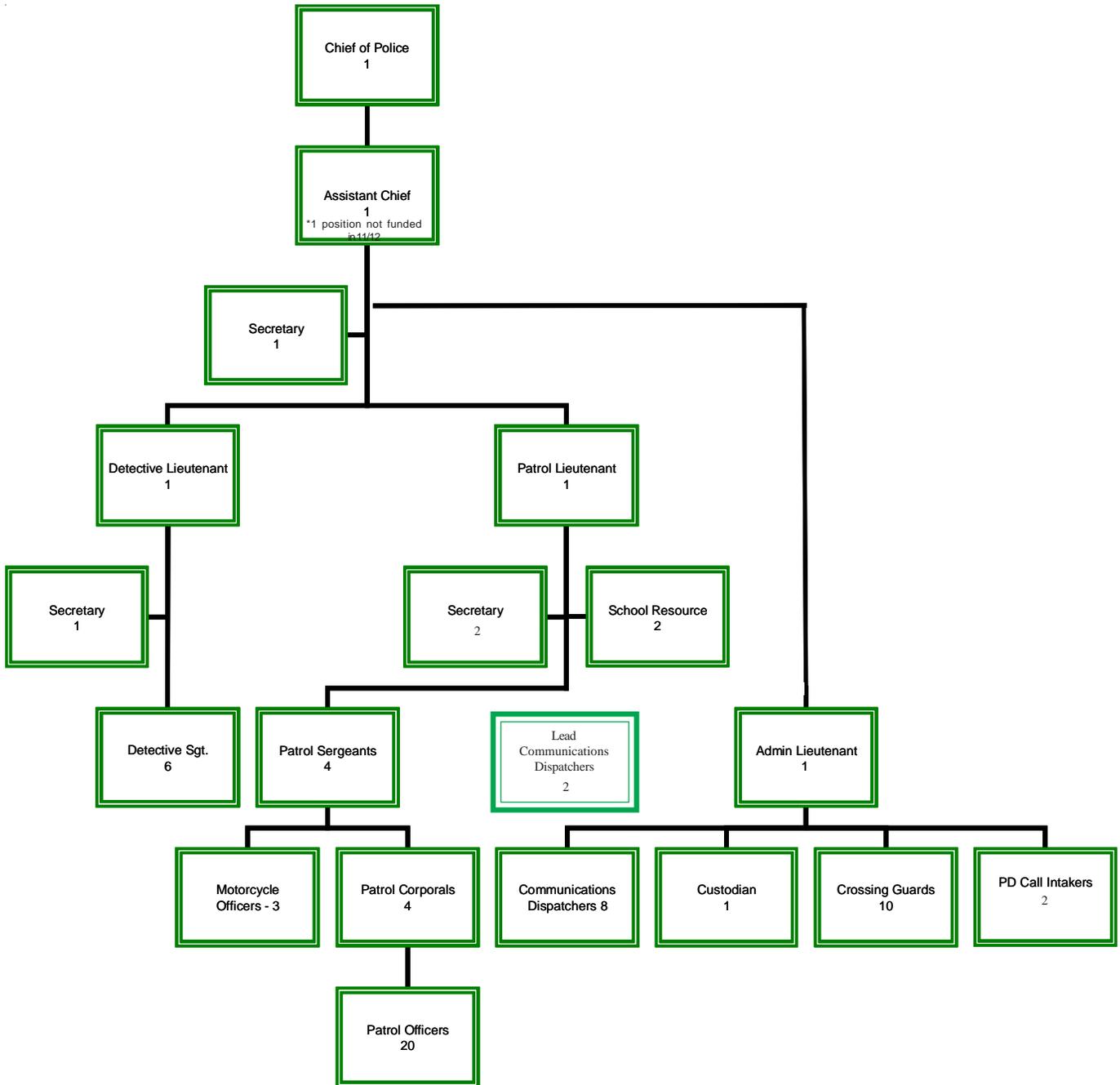
City of Enchantment





Sgt. Ron Rodriguez giving instruction during a recent Citizens Police Academy class

Police



Program Description

It is the mission of the Lake Jackson Police Department to positively impact the quality of life throughout the community by delivering professional and courteous services, preserving the peace, enforcing the law and Constitution, protecting property and providing a safe environment for all citizens.

PUBLIC SAFETY

Police - 2200

FY10-11 ACCOMPLISHMENTS

- Vision Element:** Maintain a Well Managed City
Objective: Upgrade infrastructure and facilities
Accomplished: Radios for Public Safety and City Government have been purchased and are operational. Still awaiting programming for the Fire Department.
- Objective:** Transition to New Dispatch/Communications Center
Accomplished: New communications center has been completed and is fully operational; work assignments have been adjusted to handle the front lobby area.
- Objective:** Hire and Retain Qualified Employees
Goal: Resubmitted Cops Hiring Program (CHP) - not selected for funding 2011
- Objective:** Continue Implementation of Records Management
Goal: Purchased and installed Virtual machine to enhance speed and storage capabilities.
-

FY11-12 GOALS & OBJECTIVES

- Vision Element:** Maintain a Well Managed City
Objective: Use new technology to improve areas of operations
Goal: Install HGAC purchased Radio Tower. Assist in completing this project, including purchasing and installing outside camera and essential radio.
- Objective:** Continue implementation of records management
Goal: Transition to internet based public information requests and handling.
- Objective:** Hire and retain qualified employees
Goal: Submit Cops Hiring Program (CHP) 2011 grant for two additional Police Officers to be fully funded for three years with no costs to the City.

PUBLIC SAFETY
Police - 2200

DEPARTMENT STANDARDS

- 1 Respond to all priority calls for service safely and expeditiously within less than five minutes.

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Average response time to priority "P" calls (minutes)	5.5	5.0	5.5	5.0
2 Unit reaction time to priority "P" calls (minutes)	4:32	<4.0	4.5	4.3
3 Percent criminal offenses cleared	43%	60%	50%	60%
4 Total traffic contacts	15,169	22,500	22,500	23,000
5 Percent of paper files converted to electronic format from 2000 to present	1%	40%	30%	40%
6 Increase clearance rate of Burglary of Habitation	51%	50%	50%	50%
7 Increase clearance rate of Burglary of a Building	66%	60%	60%	60%
8 Increase clearance rate of Burglary of Vehicle	23%	40%	35%	40%
9 Police response/activity	54,121	50,000	50,000	50,000
10 Calls for Service	30,369	32,500	32,000	32,500

POLICE - 2200

Resources

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Alarm Fees	\$47,937	\$50,000	\$46,070	\$47,000
Peddler Permit	1,340	500	1,200	1,200
Wrecker License	1,300	1,000	1,100	1,000
Traffic Fines	309,671	328,000	320,066	317,900
HGAC Grant	64,501	0	0	0
BISD Community Policing	40,511	40,800	40,800	40,800
B'Port College SRO	46,526	52,500	52,500	52,500
General Resources	4,024,389	4,103,879	4,121,550	4,216,281
Total Resources	\$4,536,175	\$4,576,679	\$4,583,286	\$4,676,681

Expenditures

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$2,848,425	\$2,835,300	\$2,874,320	\$2,861,800
Employee Benefits	865,944	902,300	864,323	955,900
Operating Expenses	518,052	577,795	583,359	599,605
Capital Outlay	0	0	0	0
Operating Transfers	303,754	261,284	261,284	259,376
Total Expenditures	\$4,536,175	\$4,576,679	\$4,583,286	\$4,676,681

Personnel

	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	1.00	1.00	1.00	1.00
Office/Clerical	6.00	6.00	6.00	6.00
Technical	8.00	8.00	8.00	8.00
Sworn Personnel	40.00	39.00	39.00	39.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	4.00	5.00	5.00	5.00
Temporary/Seasonal	1.73	1.73	1.73	1.73
Total Personnel	60.73	60.73	60.73	60.73

Major Budget Changes

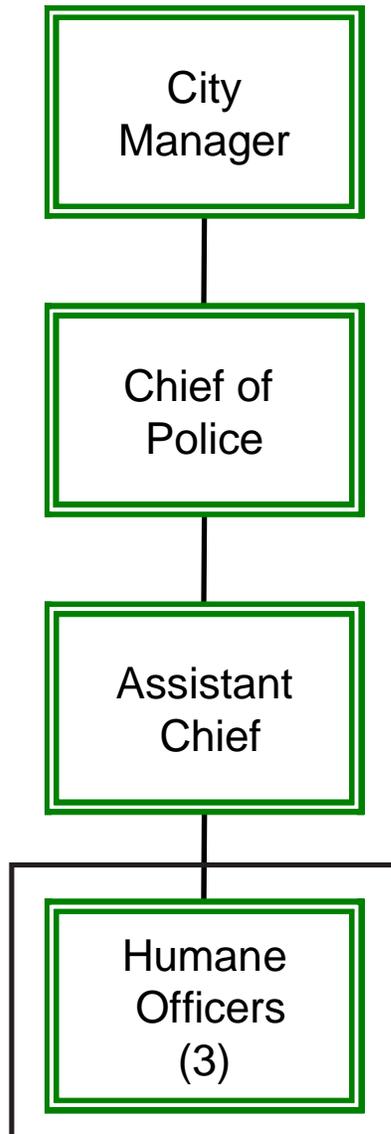
Salaries & benefits have increased by \$80,100 and Gasoline and Diesel have increased by \$10,900.

POLICE - 2200

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$26,419	\$25,300	\$26,169	\$26,000
Office/Clerical	171,521	177,400	185,116	187,800
Technical	274,917	273,900	268,037	281,300
Sworn Personnel	1,910,426	1,924,100	1,919,746	1,917,300
Management/Supervision	302,566	301,400	310,252	306,200
Temp/Seasonal	36,732	43,200	40,000	43,200
	2,722,581	2,745,300	2,749,320	2,761,800
Overtime	125,484	90,000	125,000	100,000
Contract Labor	360	0	0	0
Group Insurance				
Health	218,226	223,200	224,152	237,200
Life	4,289	7,100	7,346	7,100
Dental	15,701	18,300	18,602	19,800
Long Term Disability	9,215	12,600	10,579	12,700
	247,431	261,200	260,679	276,800
Employee Benefits				
Social Security	213,528	215,900	210,589	217,200
Retirement	340,753	365,600	365,548	401,300
Tuition Reimbursement	927	1,500	2,000	2,500
Workers Compensation	63,305	58,100	25,507	58,100
	618,513	641,100	603,644	679,100
Professional Service Fees				
Physician Examination	2,430	1,500	3,000	1,500
Psychological Examination	0	250	275	250
Volunteer Benefits	913	1,000	913	1,000
Forensic Testing	1,050	2,500	1,500	2,500
	4,393	5,250	5,688	5,250
Water & Sewer	0	550	550	550
Maintenance & Repair				
Buildings	6,820	7,500	30,000	7,500
Heating & Air Conditioning	10,302	5,000	5,000	5,000
Vehicles	47,564	30,000	45,000	40,000
Equipment	98	4,000	4,000	4,000
Radios	427	3,000	2,000	3,000
Furniture & Fixtures	239	750	750	750
Maintenance Contract	95,110	119,940	114,258	126,860
	\$160,560	\$170,190	\$201,008	\$187,110

POLICE - 2200

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Rental - Vehicle & Equipment	\$4,606	\$6,000	\$6,000	\$6,000
Insurance				
Property	9,355	14,000	7,835	8,815
Liability	45,829	48,000	38,278	42,735
Fidelity	150	0	0	0
	55,334	62,000	46,113	51,550
Communication	61,364	60,000	60,000	60,000
Advertising	-240	500	500	0
Training	7,091	6,625	6,625	6,625
Travel	3,489	4,250	3,000	4,250
Dues & Memberships	965	1,830	1,000	1,620
General Supplies				
Office	13,921	15,000	15,000	15,000
Wearing Apparel	19,446	20,000	20,000	20,000
Gasoline & Diesel	83,946	94,000	94,000	104,900
Operating	33,646	50,000	40,000	50,000
Photography	14	2,000	2,000	2,000
Firing Range	5,903	8,000	8,000	8,000
Community Policing	3,511	5,000	5,000	5,000
Detention Facility	1,224	5,000	2,500	5,000
Crime Lab	6,097	10,350	7,500	10,000
Cleaning	4,184	4,000	4,000	4,000
	171,892	213,350	198,000	223,900
Electricity & Natural Gas	47,500	45,750	53,875	51,250
Books & Periodicals	1,098	1,500	1,000	1,500
Capital Outlay	0	0	0	0
Operating Transfers				
Equipment Replacement	303,754	261,284	261,284	259,376
Unemployment Insurance	0	0	0	0
	303,754	261,284	261,284	259,376
Total Police	\$4,536,175	\$4,576,679	\$4,583,286	\$4,676,681



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Humane Department is responsible for the enforcement of the Animal Control Ordinances and the investigation and resolution of possible rabies exposure.

PUBLIC SAFETY

Humane - 2500

FY10-11 ACCOMPLISHMENTS

Vision Element: Enhance Quality of Life
Objective: Develop comprehensive approach to animal control
Accomplished: Educated citizens about animal related ordinances, by revising our handouts to coincide with ordinances. Information was also posted on the website and local cable access channel.

Accomplished: Continued to identify and trap feral cats in target and strategic areas.
Accomplished: Promoted spay/neuter clinics by providing handouts to citizens regarding upcoming clinics.

FY11-12 GOALS & OBJECTIVES

Vision Element: Enhance Quality of Life
Objective: Improve the safety of our citizens
Goal: Educate citizens about issues of distemper in racoons and disadvantages of relocating wildlife, as well as actively setting traps for capture.

Departmental Goal: Promote spay/neuter programs by handing out flyers regarding upcoming clinics; educate citizens on spca spay/neuter program.

PUBLIC SAFETY
Humane - 2500

DEPARTMENT STANDARDS

- 1 Respond to calls for service and investigate animal cruelty complaints.
- 2 Prepare written report on rabid animals and quarantine according to state and local laws
- 3 Enforce state laws and ordinances through education.

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Animals collected	879	850	950	950
2 Citations/warnings	102	450	175	400
3 Animal bites reported	40	40	45	40
4 Calls for service	4,166	4,500	4,500	4,500
5 Feral cats captured	435	500	400	450

HUMANE - 2500

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	240,817	267,571	271,889	273,756
Total Resources	\$240,817	\$267,571	\$271,889	\$273,756

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$89,745	\$89,100	\$92,486	\$94,000
Employee Benefits	32,165	33,500	33,558	36,500
Operating Costs	109,931	136,585	137,459	134,870
Operating Transfers	8,976	8,386	8,386	8,386
Total Expenditures	\$240,817	\$267,571	\$271,889	\$273,756

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	3.00	3.00	3.00	3.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	3.00	3.00	3.00	3.00

Major Budget Changes

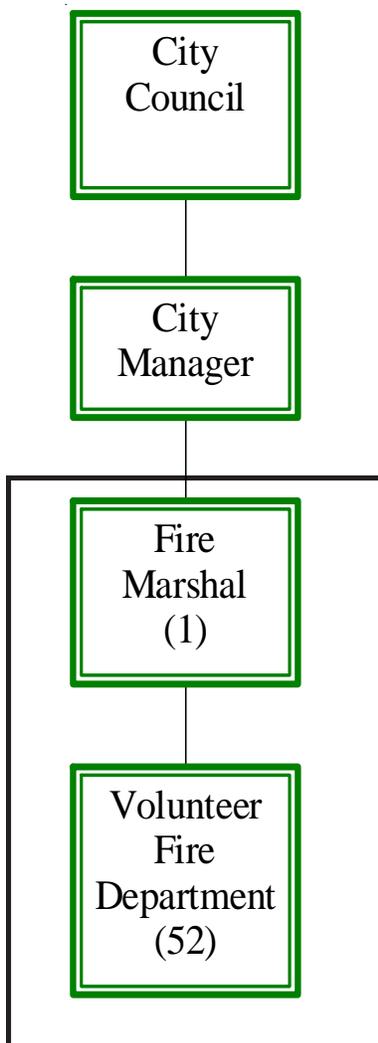
No major budget changes.

HUMANE - 2500

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$89,158	\$87,100	\$89,486	\$91,500
	89,158	87,100	89,486	91,500
Overtime	587	2,000	3,000	2,500
Group Insurance				
Health	11,304	11,400	11,587	12,100
Life	248	400	249	400
Dental	846	900	961	1,000
Long Term Disability	358	400	360	400
	12,756	13,100	13,157	13,900
Employee Benefits				
Social Security	6,776	6,800	6,895	7,200
Retirement	10,827	11,700	11,964	13,400
Workers Compensation	1,806	1,900	1,542	2,000
	19,409	20,400	20,401	22,600
Shelter Management	91,100	112,475	112,475	111,075
Maintenance & Repair				
Animal Shelter	1,173	0	0	0
Vehicles	1,102	1,000	5,000	2,500
	2,275	1,000	5,000	2,500
Insurance				
Property	3,523	3,710	3,543	3,670
Liabilty	782	1,100	672	750
	4,305	4,810	4,215	4,420
Communication	1,278	1,500	1,500	1,500
Training	0	1,725	1,219	1,725
Travel	\$0	\$1,000	\$1,000	\$1,000

HUMANE - 2500

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
General Supplies				
Dues & Membership	\$0	\$225	\$0	\$0
Office	2	150	150	150
Wearing Apparel	947	1,000	1,000	1,000
Gasoline & Diesel	6,754	8,200	7,400	7,000
Operating	3,270	4,500	3,500	4,500
	10,973	14,075	12,050	12,650
Capital Outlay	0	0	0	0
Operating Transfers				
Equipment Replacement	8,976	8,386	8,386	8,386
Unemployment Insurance	0	0	0	0
	8,976	8,386	8,386	8,386
Total Humane	\$240,817	\$267,571	\$271,889	\$273,756



Program Description

The City's Volunteer Fire Department is responsible for staffing two (2) fire stations and providing fire fighting activities 24 hours a day, 365 days a year. Fire prevention activities include fire inspection, fire code enforcement, fire safety education and fire investigation. This department is staffed by 52 volunteers and one paid full-time Fire Marshal.

PUBLIC SAFETY

Fire - 2300

FY10-11 ACCOMPLISHMENTS

Vision Element: Enhance Quality of Life
Objective: Improve the Safety of our Citizens
Accomplishment: Ensured that all gated multi-family and commercial properties with residences, have codeless entry devices.

FY11-12 GOALS & OBJECTIVES

Vision Element: Enhance Quality of Life
Objective: Improve the Safety of our Citizens
Accomplishment: Install Stovetop Firestop Venthoods for the elderly, handicapped, and others in the community with needs. **(dependent upon receiving a grant)**

PUBLIC SAFETY

Fire - 2300

DEPARTMENT STANDARDS

- 1 Conduct 100 public relations events a year.
- 2 Maintain a good response time of at least 7.5 minutes.
The fire department response time is the time from when the customer calls 911 requesting help, till the first fire apparatus arrives on scene.
- 3 Maintain a minimum of 50 volunteers.

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Total volunteer members	50	50	50	50
2 Emergency calls	515	550	550	550
3 Investigations	10	15	15	15
4 Average response time on fire calls recieved to arrival scene (minutes)	5.28	8.5	8.0	8.0
5 Commercial Fire Safety Inspections	257	350	350	350
6 Day care center inspections	11	14	15	15
7 Public Education				
a. Number of classes	68	100	75	100
b. Attendance	4,594	5,000	5,500	5,000
8 ISO Rating	4	3	3	3

FIRE - 2300

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$632,247	\$681,595	\$670,127	\$708,152
Total Resources	\$632,247	\$681,595	\$670,127	\$708,152

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$64,770	\$64,400	\$65,414	\$65,700
Employee Benefits	78,786	90,900	91,239	92,300
Operating Expenses	294,001	333,340	320,519	346,907
Operating Transfers	194,690	192,955	192,955	203,245
Total Expenditures	\$632,247	\$681,595	\$670,127	\$708,152

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.00	1.00	1.00	1.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	1.00	1.00	1.00	1.00

Major Budget Changes

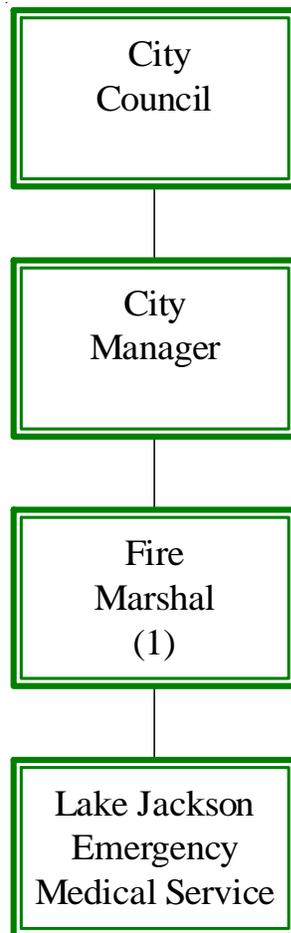
Contract cleaning increased by \$4,120,

FIRE - 2300

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Management/Supervision	64,770	64,400	65,414	65,700
	64,770	64,400	65,414	65,700
Group Insurance				
Health	3,813	3,800	3,863	4,000
Life	178	100	178	100
Dental	282	300	320	300
Long Term Disability	255	300	257	300
	4,528	4,500	4,618	4,700
Employee Benefits				
Social Security	4,930	4,900	4,932	5,000
Retirement	7,815	8,400	8,525	9,400
Volunteer Retirement	59,875	72,000	72,000	72,000
Workers Compensation	1,638	1,100	1,164	1,200
	74,258	86,400	86,621	87,600
Professional Service Fees				
Physician Examination	340	500	500	500
Volunteer Benefits	25,404	27,000	26,165	27,000
Crime Lab	0	1,500	1,000	1,500
Contract Cleaning	10,570	10,920	10,920	15,040
Fire Code Inspections	16,080	17,000	17,000	17,000
	52,394	56,920	55,585	61,040
Water & Sewer	1,725	500	1,800	1,800
Maintenance & Repair				
Buildings	9,744	8,000	10,000	10,000
Heating & Air Condition	4,985	4,000	3,000	4,000
Vehicles	21,863	20,000	30,000	22,000
Equipment	1,131	10,000	3,000	10,000
Radios	4,179	2,500	4,000	2,500
Maintenance Contract	6,744	10,390	10,390	12,732
	48,646	54,890	60,390	61,232
Rental - Vehicles & Equipment	\$0	\$0	\$0	\$0

FIRE - 2300

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Insurance				
Property	\$32,238	\$32,460	\$34,299	\$36,370
Liability	13,233	15,500	12,895	14,395
	45,471	47,960	47,194	50,765
Communications	9,022	12,000	8,000	12,000
Advertisement	0	500	100	0
Training	4,072	11,300	6,000	11,300
Travel	9,544	13,120	8,000	13,120
Other Purchased Services				
Dues & Memberships	2,404	3,150	3,150	2,950
Fireman Banquet	2,300	2,300	2,300	2,300
	4,704	5,450	5,450	5,250
General Supplies				
Office	1,136	1,500	1,000	2,300
Wearing Apparel	3,427	3,000	3,000	3,000
Program	2,459	3,000	3,000	3,000
Gasoline & Diesel	9,864	11,900	10,000	13,400
Operating	51,729	60,000	60,000	60,000
Cleaning	1,144	1,000	1,000	1,000
Photography	1,945	1,000	2,000	2,000
	71,704	81,400	80,000	84,700
Electricity & Natural Gas	44,753	47,800	46,500	44,200
Books & Periodicals	1,966	1,500	1,500	1,500
Equipment Replacement	194,690	192,955	192,955	203,245
Total Fire	\$632,247	\$681,595	\$670,127	\$708,152



Program Description

The EMS (Emergency Medical Service, Inc.) Department represents a “split-off” of the Lake Jackson Volunteer Fire Department in 1998-99. The City has contracted with LJEMS to provide ambulance services for the City. LJEMS is a separate organization and there are about 8 volunteers, 11 full-time and 16 part-time paid members in the service. The service is responsible for staffing city provided ambulances.

PUBLIC SAFETY

Emergency Medical Services - 2400

FY10-11 ACCOMPLISHMENTS

Vision Element: Enhance Quality of Life
Objective: Improve the safety of our citizens
Accomplished: We have hosted "Fall Prevention" classes at churches, Senior Fest, assisted living facilities and in peoples homes. We have seen a 14% decrease in "fall calls."

FY11-12 GOALS & OBJECTIVES

Vision Element: Enhance Quality of Life
Objective: Improve the safety of our citizens
Accomplished: Continue to develop the "Fall Prevention Program" and reduce the number of calls by 10%.

PUBLIC SAFETY
Emergency Medical Services - 2400

DEPARTMENT STANDARDS

- 1 Provide on a twenty-four (24) hour per day, seven (7) day per week basis (referred to as "24/7"), emergency medical services within the City, and its extra-territorial jurisdiction, and when equipment and personnel are reasonably available, to its surrounding neighbors. LJEMS will provide these services, duties and obligations in accordance with all applicable state laws or Texas Department of State Health Services regulations.
- 2 Maintain response time less than 5 minutes and 51 seconds 91% of the time in the city limits.
- 3 Respond to every emergency call within Lake Jackson as a MICU capable unit.

PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Ambulance calls	2,730	2,600	2,730	2,700
2 Average response time ambulance calls dispatched to arrival at scene (minutes)	5.03	5.5	4.5	5.9
3 Percentage of billing collected	27%	27%	23%	25%
4 Number of volunteers	6	10	6	10
5 Number of stand-by service	30	30	25	20
6 Public Education				
a. Number of classes	30	40	30	25
b. Attendance	376	2500	500	1000
7 Fall Calls	253	240	240	216

EMERGENCY MEDICAL SERVICE - 2400

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$460,191	\$455,430	\$458,389	\$434,190
Total Resources	\$460,191	\$455,430	\$458,389	\$434,190

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$0	\$0	\$0	\$0
Employee Benefits	9,731	13,000	8,800	11,500
Operating Expenses	367,530	364,500	371,659	366,110
Operating Transfers	82,930	77,930	77,930	56,580
Total Expenditures	\$460,191	\$455,430	\$458,389	\$434,190

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

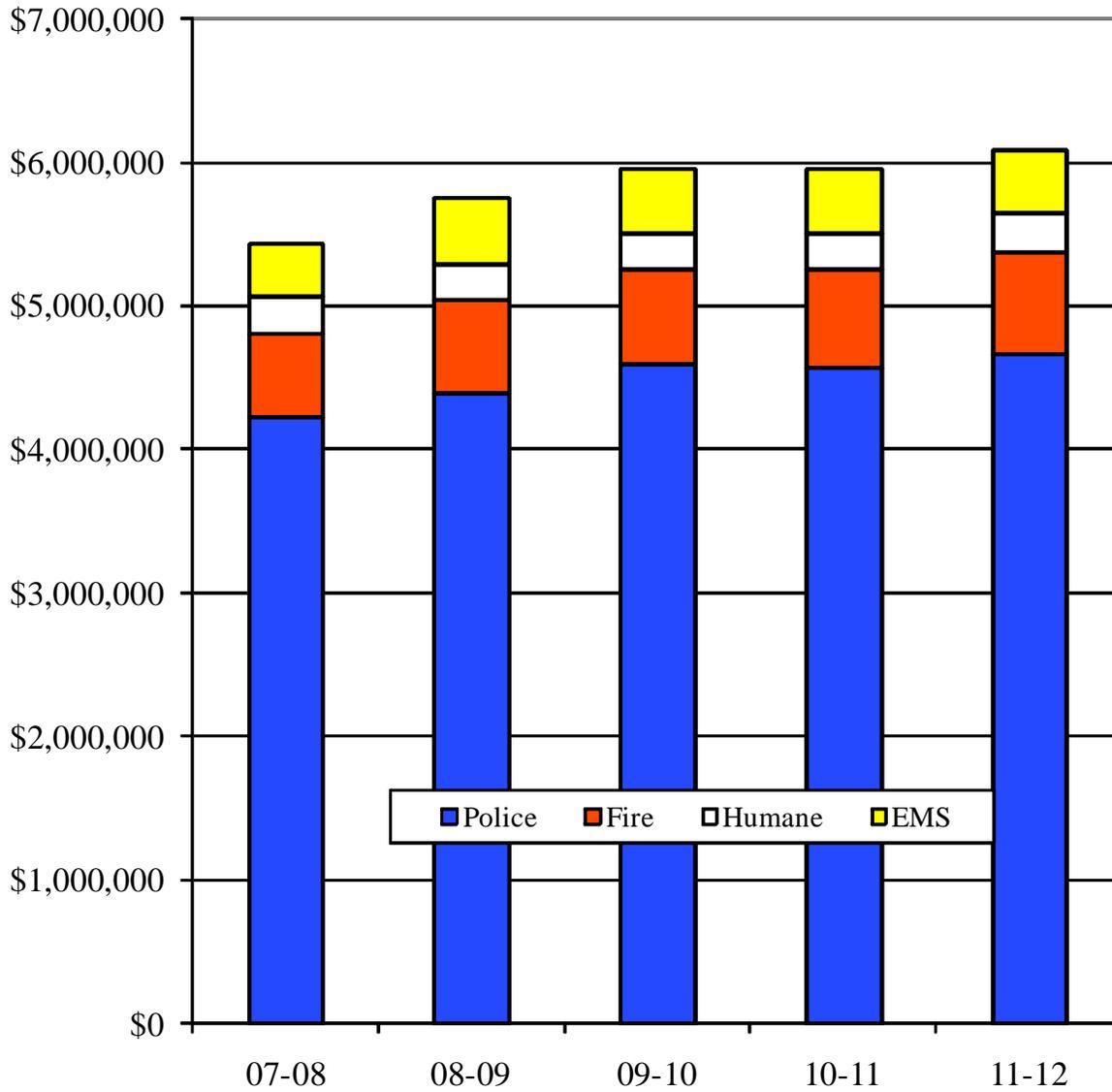
Major Budget Changes

Equipment Replacement decreased by \$21,350 due to the new ambulance being amortized for longer years, because we will only need to replace the chassis, not the box.

EMERGENCY MEDICAL SERVICE - 2400

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Retirement Contribution	\$8,400	\$10,000	\$8,500	\$10,000
Retirement Benefits	1,331	3,000	300	1,500
EMS Services	337,000	337,000	337,000	337,000
Maintenance & Repair Vehicles	10,737	8,000	16,379	10,000
Liability Insurance	2,657	2,700	1,980	2,210
Gasoline & Diesel	17,136	16,800	16,300	16,900
Equipment Replacement	82,930	77,930	77,930	56,580
Total Emergency Medical Service	\$460,191	\$455,430	\$458,389	\$434,190

Public Safety Expenditures



ENGINEERING



LAKE JACKSON

City of Enchantment

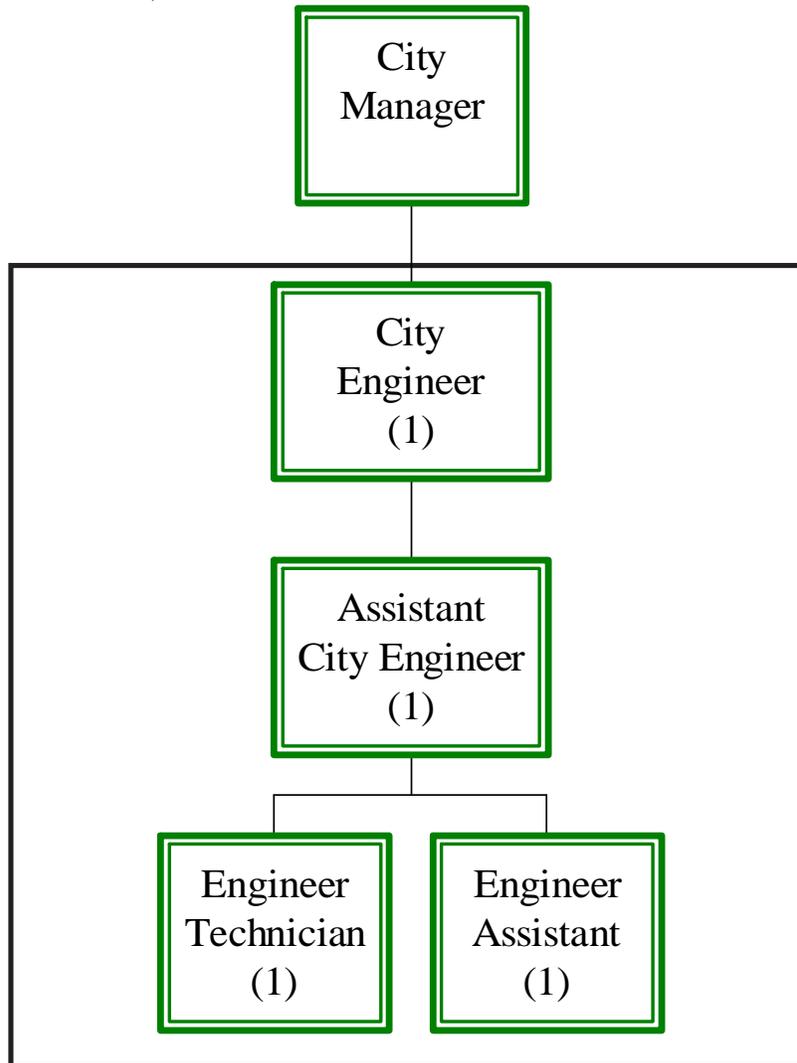
City of
Enchantment





Phase 2 of the Downtown Project - This Way Street

Engineering



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Engineering Department provides general engineering services for all municipal operations by thorough analysis, investigation and design of plans and specifications, by responsible construction management and by timely inspections and enforcement of regulations and standards. The department is also responsible for storing, maintaining, and updating the mapping, platting, plan and project filing records of the City. In addition, the Department assists citizens, businesses, developers and staff with infrastructure, mapping and regulatory information.

ENGINEERING

Engineering - 1500

FY10-11 ACCOMPLISHMENTS

Vision Element: Enable Growth and Revitalization
Objective: Facilitate Alden development
Accomplished: Reviewed and assisted PUD application negotiation
Accomplished: Assisted in preliminary infrastructure extension concepts in tandem with airport master plan.

Objective: Implement downtown revitalization
Accomplished: Reviewed and processed plans, specs, bids, and contracts for project.
Accomplished: Assisted in preconstruction public involvement process and work authorization.
Accomplished: Assumed construction inspection and project field management duties saving the city \$230k

Vision Element: Maintain Infrastructure
Objective: Upgrade infrastructure and facilities
Accomplished: Completed Oak Drive reconstruction
Accomplished: Contracted and completed surveying and mapping data for drainage bond issue projects.
Accomplished: Design, bid, contracted and constructed \$470k bond projects-Oak Dr South outfall crossings

Vision Element: Enhance Quality of Life
Objective: Improve safety of our citizens
Accomplished: Design, bid, contracted and constructed FY10-11 sidewalks and ADA program.
Accomplished: Design, bid, contracted and constructed Oak Drive South hike/bike walk.
Accomplished: Upgraded street lighting system on Oak Drive (100-400 block)

Vision Element: Maintain a Well Managed City
Objective: Continue implementation of records management
Accomplished: Scanned engineering drawings from 2009 to 2010

Objective: Increase the use of GIS technology
Accomplished: Collected survey data base of 80% city drainage system for asset inventory management and design applications.
Accomplished: Processed 60% of electronic data exchange protocol manual.

FY11-12 GOALS & OBJECTIVES

Vision Element: Enable Growth and Revitalization
Objective: Implement downtown revitalization
Goal: Oversee construction of This Way, Center Way, and portions of That Way and Parking Way.
Goal: Bid, contract, and construct breezeway improvements between This Way and S. Parking Way.
Goal: Coordinate design and engineering of S. Parking Place.

Objective: Facilitate development of Alden
Goal: Complete Planned Unit Development (PUD) application

Objective: Facilitate development of extra-territorial area
Goal: Present policy for rural subdivision development

Objective: Facilitate development of airport
Goal: Participate in future project planning discussions

Vision Element: Maintain Infrastructure
Objective: Upgrade infrastructure and facilities
Goal: Design, bid, contract and construct \$1m bond projects - Oak Drive South & Oleander #3 outfall

Objective: Improve assessment of infrastructure
Goal: Certify database for drainage system inventory for asset management.

Vision Element: Maintain a Well Managed City
Objective: Continue implementation of records management
Goal: Begin transfer of engineering e-files to Questys

Vision Element: Enhance Quality of Life
Objective: Improve the safety of our citizens
Goal: Design, bid, contract, construct FY11-12 sidewalk and ADA program.

ENGINEERING

Engineering - 1500

DEPARTMENT STANDARDS

- 1 Estimate project costs to within 10% of bid amount
- 2 Manage project costs to within 10% of contract amount
- 3 Design/Contract/Manage at least 50% of all street projects annually.

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Est. market value (\$) of design eng. fees provided	\$266,000	\$150,000	\$350,000	\$558,000
2 CIP construction (\$) contracted/managed/inspected	\$1,345,500	\$2,000,000	\$3,763,000	\$4,255,000
3 CIP construction (\$) designed (Office)	\$1,570,000	\$1,000,000	\$150,000	\$1,225,000
4 CIP construction (\$) reviewed (consultant)	\$2,190,000	\$0	\$243,000	\$500,000

ENGINEERING - 1500

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$411,229	\$402,740	\$416,702	\$402,285
Total Resources	\$411,229	\$402,740	\$416,702	\$402,285

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$293,753	\$266,100	\$278,338	\$271,900
Employee Benefits	72,372	71,200	75,579	76,500
Operating Expenses	25,539	46,235	43,580	41,175
Capital Outlay	0	0	0	0
Operating Transfers	19,565	19,205	19,205	12,710
Total Expenditures	\$411,229	\$402,740	\$416,702	\$402,285

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	2.00	2.00	2.00	2.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	1.00	1.00	1.00	1.00
Management/Supervision	1.00	1.00	1.00	1.00
Temporary/Seasonal	0.29	0.29	0.29	0.29
Total Personnel	4.29	4.29	4.29	4.29

Major Budget Changes

No major budget changes.

ENGINEERING - 1500

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Technical	\$94,813	\$91,500	\$95,748	\$93,800
Professional	65,922	64,000	66,317	65,500
Management/Supervision	102,294	100,100	105,773	102,100
Temp/Seasonal	30,724	10,500	10,500	10,500
	293,753	266,100	278,338	271,900
Group Insurance				
Health	15,007	15,100	15,449	16,100
Life	711	500	715	500
Dental	1,128	1,200	1,282	1,300
Long Term Disability	1,024	1,200	1,030	1,200
	17,870	18,000	18,476	19,100
Employee Benefits				
Social Security	21,129	18,700	20,852	19,100
Retirement	31,958	33,500	35,137	37,200
Workers Compensation	1,415	1,000	1,114	1,100
	54,502	53,200	57,103	57,400
Professional Services				
Physician Examination	0	0	432	0
Technology	0	5,500	5,500	500
	0	5,500	5,932	500
Maintenance & Repair				
Vehicle	384	300	400	400
Non-Fleet Equipment	0	500	500	500
Maintenance Contract	7,307	13,585	13,585	13,585
	7,691	14,385	14,485	14,485
Insurance				
Property	480	740	968	1,090
Liability	1,982	2,010	1,345	1,500
	2,462	2,750	2,313	2,590
Communication	2,590	2,800	2,800	2,800
Training	202	3,850	2,000	3,850

ENGINEERING - 1500

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Travel	1,054	2,700	1,800	2,700
Dues & Memberships	\$617	\$1,200	\$1,200	\$1,200
General Supplies				
Office	\$2,635	\$3,500	\$3,500	\$3,500
Gasoline & Diesel	994	1,200	1,200	1,200
Fuel - CNG	86	100	100	100
Operating	7,208	8,100	8,100	8,100
	10,923	12,900	12,900	12,900
Books & Periodicals	0	150	150	150
Capital Outlay	0	0	0	0
Operating Transfers				
Equipment Replacement	19,565	19,205	19,205	12,710
Unemployment Insurance	0	0	0	0
	19,565	19,205	19,205	12,710
Total Engineering	\$411,229	\$402,740	\$416,702	\$402,285

PUBLIC WORKS



LAKE JACKSON

City of Enchantment

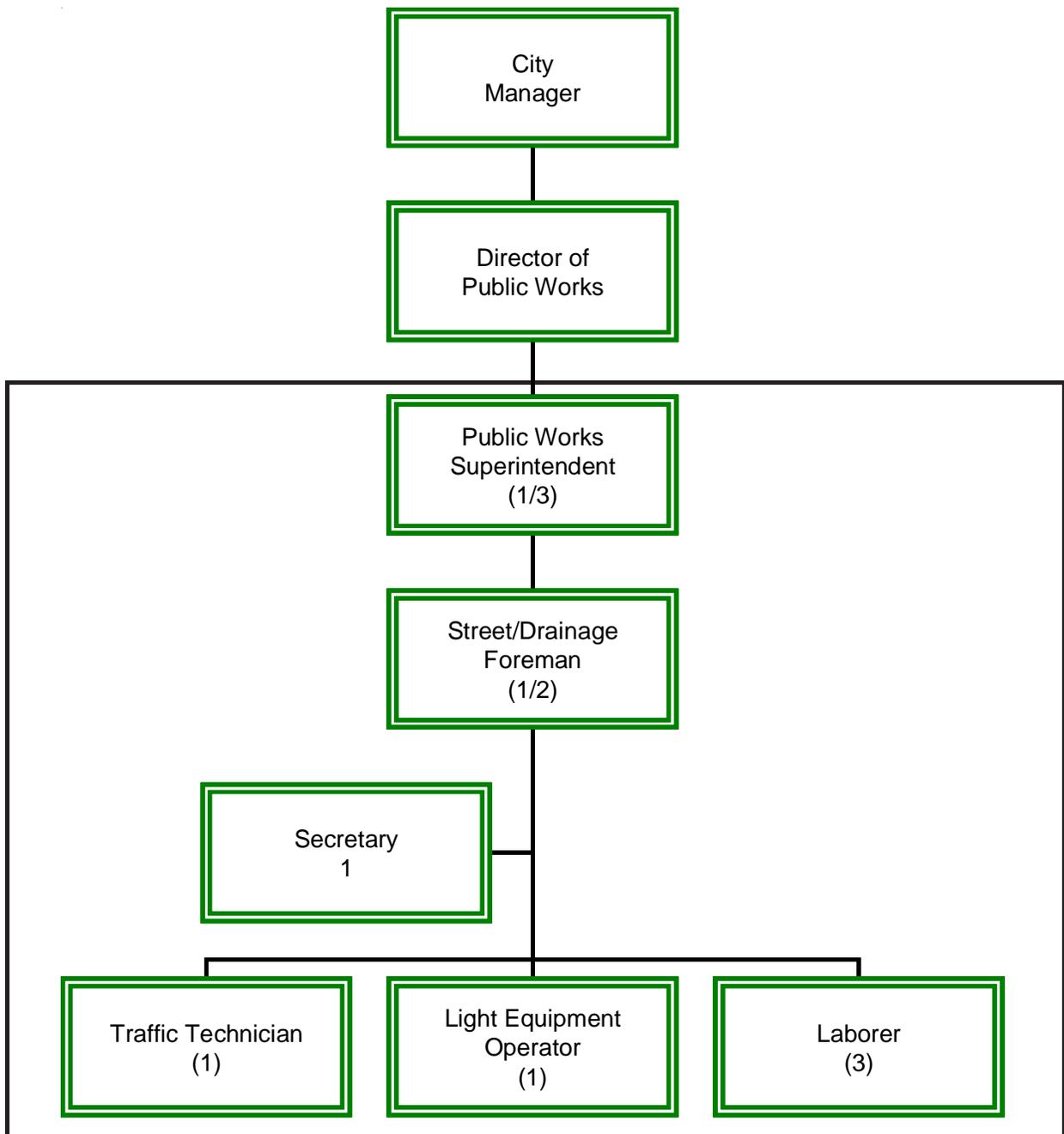
City of
Enchantment





Street Panel Replacement program - N. Yaupon

Streets



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Street Department is responsible for maintaining and repairing all public streets and alleys. This department provides preventive maintenance to City streets and makes repairs which are too small to contract. This department is also responsible for all street sweeping and responds after hours to clean up storm damage and fallen trees, etc. In addition, this department is also responsible for the installation, repair and maintenance of 158 signal fixtures located at 15 intersections, 12 flashing school zone lights and 55 crosswalk lights. This responsibility includes street signs, markings and signals.

Public Works Streets - 2800

FY10-11 ACCOMPLISHMENTS

Vision Element:	Maintain Infrastructure
Objective:	Improve assessment of infrastructure
Accomplished:	Maintained condition assessment by assessing 100% of city maintained sidewalks.
Accomplished:	Maintained condition assessment by assessing 20% of city maintained streets.
Accomplished:	Completed \$50,000 in joint sealants
Accomplished:	Completed \$80,000 in street panel replacements
Accomplished:	Completed \$25,000 in thermal vinyl street painting

FY11-12 GOALS & OBJECTIVES

Vision Element:	Maintain Infrastructure
Objective:	Maintain facilities and equipment
Goal:	Complete 2,000 man hours of sidewalk and street maintenance (replacement) projects.
Objective:	Improve assessment of infrastructure
Goal:	Maintain condition assessment by assessing 100% of city maintained sidewalks.
Goal:	Maintain condition assessment by assessing 20% of city maintained streets.
Goal:	Complete \$50,000 in joint sealant repairs
Goal:	Complete \$80,000 in street panel replacement
Goal:	Complete \$25,000 in thermal vinyl painting
Goal:	Develop prioritized list of street and sidewalk maintenance projects.
Goal:	Develop sign retroreflectivity program (unfunded federal mandate)

Public Works Streets - 2800

DEPARTMENT STANDARDS

- 1 Replace joint sealant on a 15-year schedule
- 2 Sweep residential streets 4 times annually/downtown twice weekly
- 3 Service all traffic signals monthly

PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Hours spent re-striping/painting streets annually	60	300	400	400
2 Delineators and buttons installed	938	500	500	500
3 Hours spent installing delineators and buttons	122	100	125	125
4 Signs fabricated and installed	290	350	300	300
5 Percent of signals serviced monthly	95%	95%	50%	95%
6 Percent of residential streets swept four times annually	100%	100%	100%	100%
7 Percent of downtown area streets swept twice weekly	58%	85%	75%	65%
8 Gutter sweeping (cu. yd.)	1864	1800	2100	2000
9 Number of potholes repaired	469	650	650	500
10 Street Patching (hrs)	697	700	700	600
11 Sidewalks replaced (ln. ft.)	615	550	550	550
12 Concrete Spot Repairs by Contractor (liner lane feet)	833	600	1000	600
13 Full Staffing Level (%)	66%	100%	66%	100%
14 Percent of city maintained sidewalks assessed	0%	100%	100%	100%
15 Percent of city maintained streets assessed	2%	20%	20%	20%

STREET - 2800

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$850,766	\$957,910	\$911,531	\$981,685
Total Resources	\$850,766	\$957,910	\$911,531	\$981,685

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$215,644	\$220,800	\$205,203	\$226,500
Employee Benefits	54,078	85,500	60,161	89,700
Operating Expenses	464,504	538,240	532,797	551,495
Capital Outlay	0	0	0	0
Operating Transfers	116,540	113,370	113,370	113,990
Total Expenditures	\$850,766	\$957,910	\$911,531	\$981,685

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	4.00	4.00	4.00	4.00
Office/Clerical	1.00	1.00	1.00	1.00
Technical	1.00	1.00	1.00	1.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.83	0.83	0.83	0.83
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	6.83	6.83	6.83	6.83

Major Budget Changes

The street sign budget increased by \$20,000 due to the need to develop a sign retroreflectivity program (unfunded federal mandate).

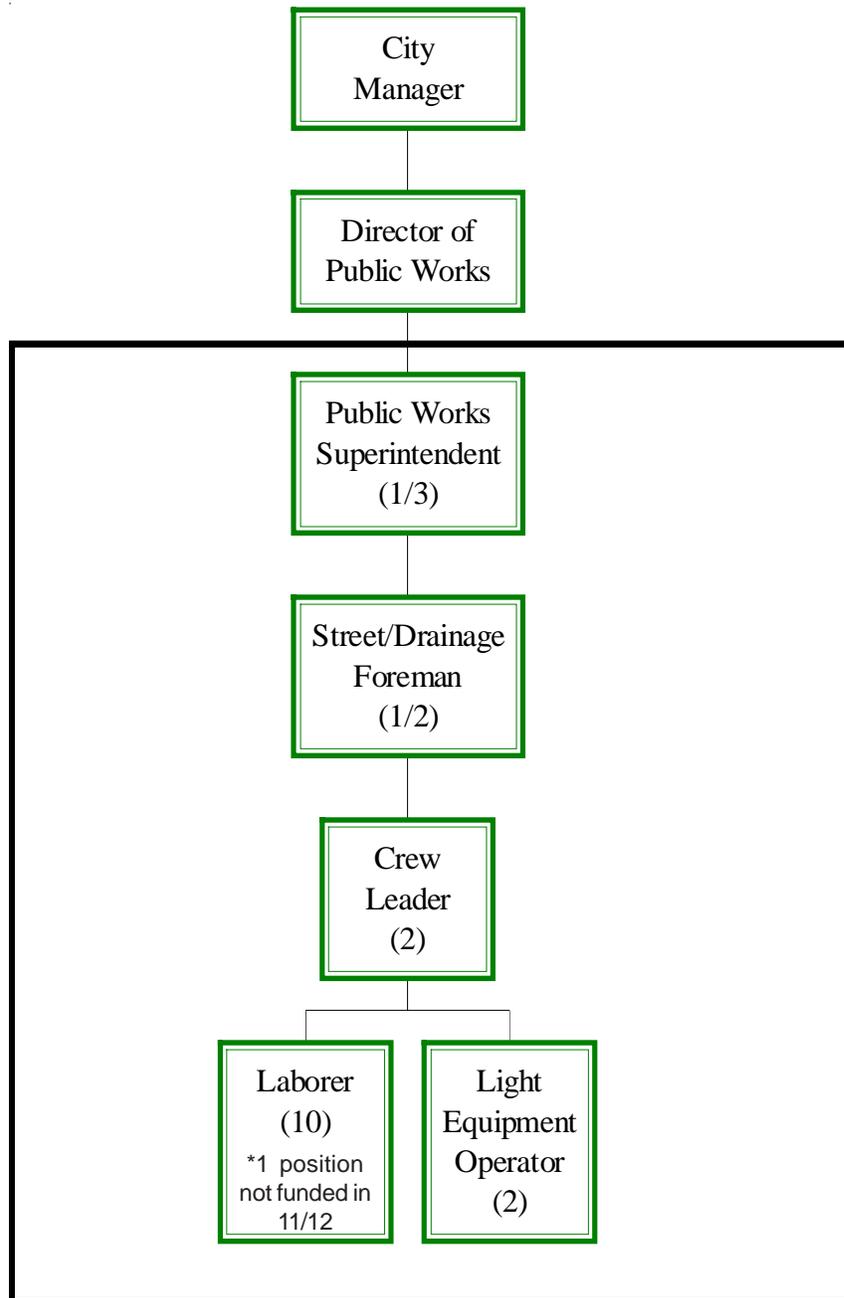
STREETS - 2800

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$49,097	\$104,400	\$57,476	\$107,300
Clerical	\$28,008	\$27,300	\$28,037	\$28,000
Technical	30,180	29,400	30,431	30,200
Management/Supervision	48,915	47,700	49,502	49,000
	156,200	208,800	165,446	214,500
Overtime	8,979	12,000	12,000	12,000
Contract Labor	50,465	0	27,757	0
Group Insurance				
Health	17,272	25,900	18,611	27,500
Life	411	900	460	900
Dental	1,278	2,100	1,544	2,300
Long Term Disability	587	1,000	659	1,000
	19,548	29,900	21,274	31,700
Employee Benefits				
Social Security	10,729	16,900	12,313	17,300
Retirement	17,993	28,900	22,580	32,200
Workers Compensation	5,808	9,800	3,994	8,500
	34,530	55,600	38,887	58,000
Professional Service Fees				
Drug Testing	20	200	200	200
Vinyl Street Painting	25,233	25,000	25,000	25,000
Street Joint Program	0	50,000	50,000	50,000
Pavement Improvement Program	79,982	80,000	80,000	80,000
	105,235	155,200	155,200	155,200
Maintenance & Repair				
Street System	22,361	25,000	25,000	25,000
Traffic Signals	4,905	8,000	8,000	8,000
Vehicles	24,855	23,000	24,000	24,000
Maintenance Contracts	360	1,310	1,306	1,315
	52,481	57,310	58,306	58,315
Insurance				
Property	594	700	560	630
Liability	4,747	5,200	3,540	3,950
	\$5,341	\$5,900	\$4,100	\$4,580

STREETS - 2800

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Rental - Equipment	\$0	\$200	\$0	\$0
Communications	1420	1800	1800	1800
Training	1,769	1,480	1,480	2,000
Travel	360	200	491	400
General Supplies				
Office	1,017	750	1,000	1,000
Wearing Apparel	1,269	800	1,200	1,200
Gasoline & Diesel	14,850	19,000	17,800	19,500
Fuel - CNG	537	600	420	500
Operating	5,955	10,000	10,000	10,000
Street Signs	11,496	15,000	15,000	35,000
	35,124	46,150	45,420	67,200
Electricity	262,774	270,000	266,000	262,000
Capital Outlay	0	0	0	0
Operating Transfers				
Equipment Replacement	116,540	113,370	113,370	113,990
Unemployment Insurance	0	0	0	0
	116,540	113,370	113,370	113,990
Total Streets	\$850,766	\$957,910	\$911,531	\$981,685

Drainage



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Drainage Department is responsible for the repair and maintenance of all drainage ways and related facilities in the City. Routine daily activities include mowing, cleaning, and dredging of unimproved channels and bar ditches, and the removal of debris from culverts, inlets, and drain gates. Special projects performed include reshaping of unimproved channels, the construction of inlets, installation of underground drainage, and the open drainage way weed control program. This department also supplies manpower for numerous special projects in other areas/departments such as right of way clearing, building maintenance, electrical work, and other tasks as the need arises. The Drainage department also assists the Sanitation department during peak periods, particularly with large/heavy trash pick up.

Public Works Drainage - 2900

FY10-11 ACCOMPLISHMENTS

Vision Element:	Maintain Infrastructure
Objective:	Improvement assessment of infrastructure
Accomplished:	Updated condition for 100% of open ditches for siltation, ponding, and sloughing.
Accomplished:	Administered construction of Timbercreek outfall project as approved in bond package.
Accomplished:	Prepared plans and specification for Anchusa ditch renewal as approved in bond package.
Accomplished:	Prepared plans and specification for upper Slave ditch renewal as approved in bond package.
Accomplished:	Continued annual drainage maintenance program of \$70,000.

FY11-12 GOALS & OBJECTIVES

Vision Element:	Maintain Infrastructure
Objective:	Improve assessment of infrastructure
Goal:	Update condition assessment for 20% of open ditches for siltation, ponding, and sloughing.
Goal:	Establish standards and schedule for mapping and assessment of storm sewer system.
Objective:	Maintain facilities and equipment
Goal:	Administer construction of Anchusa ditch renewal as approved in bond package.
Goal:	Administer construction of upper slave ditch renewal as approved in bond package.

Public Works Drainage - 2900

DEPARTMENT STANDARDS

- 1 Assist Brazoria County Mosquito Control District during major outbreaks.
- 2 Mow open ditches 5 times per year.

PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Open drainways maintained mowing (hours)	9,591	8,500	9,500	9,500
2 Mowing frequency of major ditches (times/year)	5	5	5	5
3 Channels reshaped by city crews (ln. ft.)	10,144	2,000	2,300	2,000
4 Drainage improvements (contract \$)	\$ 58,545	\$ 70,000	\$ 70,000	\$ 70,000
5 Herbicide weed control (hours)	223	250	200	250
6 Culvert flow lines cleaned (feet)	325	600	300	600
7 Culverts and inlets cleaned of debris (each)	772	1,000	500	1,000
8 Number of special projects completed	142	125	150	150
9 Mosquito control (manhours)	363	600	350	600
10 Drainage maintenance projects (manhours)	1,883	2,000	2,000	2,000
11 Full Staffing Level (%)	83	93%	86%	93%
12 Storm Sewer Cleaned or Inspected (%)	0%	0%	0%	0%
13 Percent of open ditches assessed	0%	20%	100%	20%
14 Percent of inlet & junction boxes inventoried	0%	20%	100%	20%

DRAINAGE - 2900

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$712,380	\$866,200	\$749,960	\$869,175
Total Resources	\$712,380	\$866,200	\$749,960	\$869,175

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$399,248	\$445,100	\$397,000	\$454,300
Employee Benefits	147,859	163,300	133,083	174,000
Operating Expenses	110,253	209,240	171,317	195,885
Capital Outlay	0	0	0	0
Operating Transfers	55,020	48,560	48,560	44,990
Total Expenditures	\$712,380	\$866,200	\$749,960	\$869,175

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	14.00	14.00	14.00	14.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.83	0.83	0.83	0.83
Temporary/Seasonal	0.89	0.89	0.89	0.89
Total Personnel	15.72	15.72	15.72	15.72

Major Budget Changes

No major budget changes.

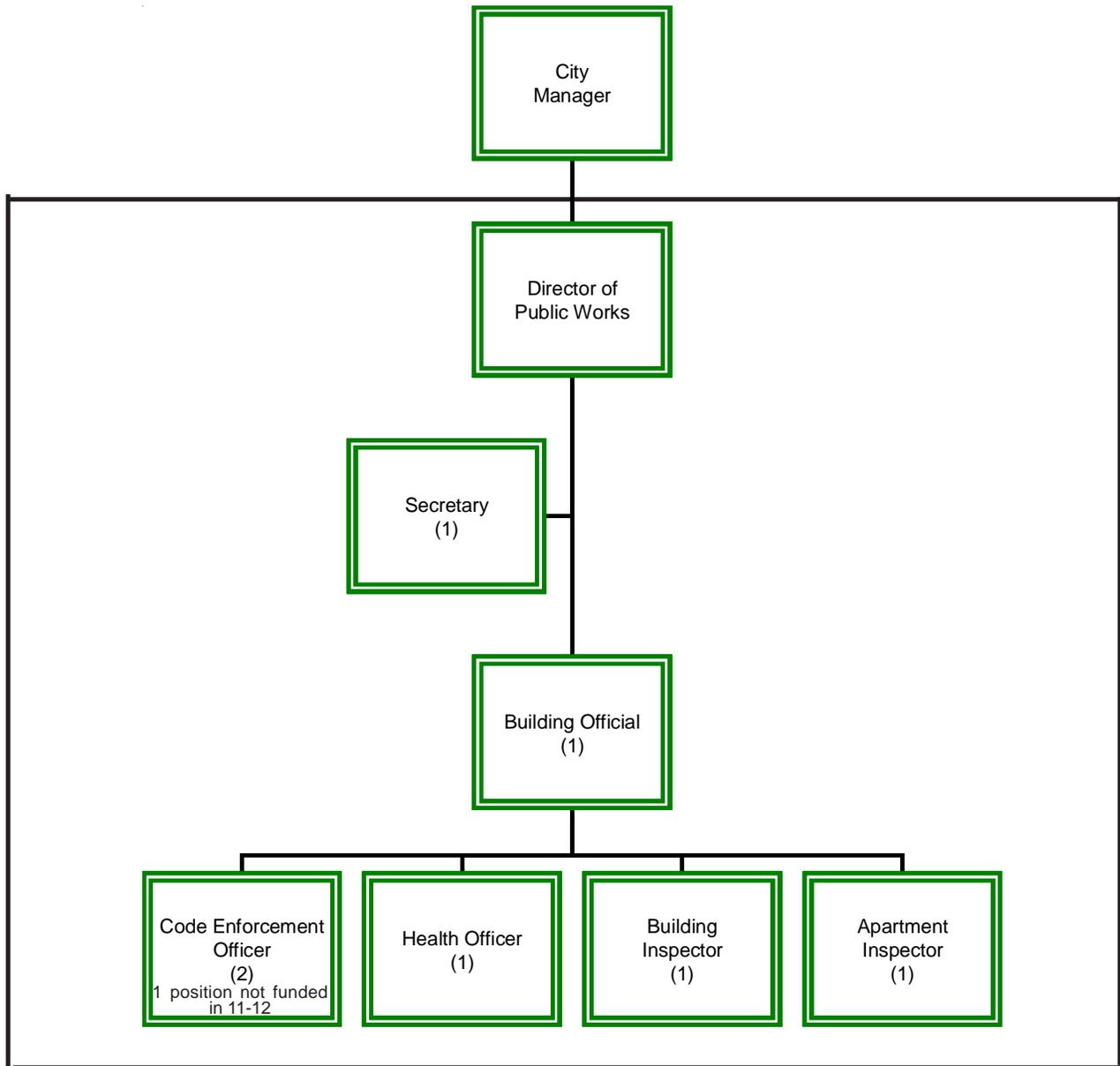
DRAINAGE - 2900

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$317,462	\$358,900	\$308,998	\$366,800
Technical	692	0	0	0
Management/Supervision	48,897	47,700	49,502	49,000
Temp/Seasonal	0	13,500	13,500	13,500
	367,051	420,100	372,000	429,300
Overtime	32,197	25,000	25,000	25,000
Group Insurance				
Health	47,579	52,300	46,296	55,600
Life	644	1,800	1,023	1,800
Dental	3,423	4,300	3,843	4,600
Long Term Disability	1,365	3,400	1,450	3,400
	53,011	61,800	52,612	65,400
Employee Benefits				
Social Security	30,375	34,100	27,958	34,700
Retirement	49,873	56,500	48,691	62,800
Workers Compensation	14,600	10,900	3,822	11,100
	94,848	101,500	80,471	108,600
Professional Service Fees				
Physician Examination	1,474	1,800	2,000	1,800
Drainage Maintenance Program	13,602	70,000	70,000	70,000
Contract Mowing	3,000	25,000	11,000	15,000
Storm Sewer Cleaning	11,300	0	0	0
Stormwater Program	7,780	8,000	8,000	8,000
	37,156	104,800	91,000	94,800
Maintenance & Repair				
Drainage System	3,182	10,000	5,000	10,000
Vehicles	18,284	20,000	20,000	25,000
Equipment	1,368	5,000	0	0
	22,834	35,000	25,000	35,000
Rental - Equipment	1,643	200	200	200
Insurance				
Property	1,767	2,240	1,809	2,035
Liability	4,771	4,200	2,908	3,250
	\$6,538	\$6,440	\$4,717	\$5,285

DRAINAGE - 2900

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Communication	\$44	\$0	\$0	\$0
Training	1,414	1,800	1,800	1,800
General Supplies				
Office	88	200	500	500
Wearing Apparel	5,279	6,000	5,500	6,000
Gasoline & Diesel	15,122	19,200	17,100	16,800
Fuel - CNG	597	600	500	500
Operating	12,741	10,000	10,000	10,000
Chemicals	6,797	25,000	15,000	25,000
	40,624	61,000	48,600	58,800
Capital Outlay	0	0	0	0
Operating Transfers				
Equipment Replacement	55,020	48,560	48,560	44,990
Unemployment Insurance	0	0	0	0
	55,020	48,560	48,560	44,990
Total Drainage	\$712,380	\$866,200	\$749,960	\$869,175

Code Enforcement/ Building Inspection



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

This Department insures that all land uses conform to the comprehensive land use plan and zoning ordinances, and that all construction in Lake Jackson meets all codes adopted by the City. The Department provides a variety of direct services which include plan review, permit issuance, inspections, enforcement of related codes and ordinances and consultation with architects, engineers, contractors, homeowners, and citizens planning any construction within the City. Also, this Department insures that all housing meets minimum housing code standards and helps provide for upgrading or removal of substandard buildings. Code Enforcement is responsible for policing uncontrolled growth of weeds, accumulation of rubbish, and unsightliness caused by junked/abandoned vehicles in public view, signs and various nuisances. The Health Officer inspects food and daycare establishments, pool, and other health related issues. All Multi Family Complexes are inspected to ensure minimum housing standards, and to provide excellent quality of life for all Lake Jackson citizens.

Public Works

Inspections/Code Enforcement - 3300

FY10-11 ACCOMPLISHMENTS

- Vision Element:** Enable Growth & Revitalization
Objective: Decrease the number of residential structures that do not meet minimum housing standards.
Accomplishment: Demolished the old buccaneer apartment building
- Vision Element:** Maintain a Well Managed City
Objective: Hire and retain qualified employees
Accomplishment: Hired a new qualified code enforcement officer
Accomplishment: Transferred Lynn to apartment inspector, and Kacey to replace health inspector
Accomplishment: Provided additional training for new code enforcement officer, health inspector, and apartment inspector
- Department Projects:** Implemented the Phase II storm water inspection program.

FY11-12 GOALS & OBJECTIVES

- Vision Element:** Enable growth & revitalization
Objective: Decrease the number of residential structures that do not meet minimum housing standards
Goal: Repair or demolish five residential (to be done under current funding levels)
Goal: Review permitting process and requirements for new and remodeling of both residential and commercial structures.
- Vision Element:** Maintain a Well Managed City
Objective: Hire and retain qualified employees
Goal: Cross train employee to provide back up for health, code enforcement, plans review, apartment inspector, and building inspections.
- Vision Element:** Enhance Quality of Life
Objective: Improve the safety of our citizens
Goal: Review and adopt changes as needed in the health ordinance.

Public Works

Inspections/Code Enforcement - 3300

DEPARTMENT STANDARDS

- 1 Process 90% of residential applications/plans in 4 work days. **(revised)**
- 2 Process 80% of commercial application/plans in 15 work days. **(revised)**
- 3 Provide Weekend Inspections on an Emergency Basis 100% of the time.
- 4 Provide Call-In Inspections within 24 hours 100% of the time.
- 5 Obtain a 90% compliance rate on junk/abandon vehicle violations within 45 days.
- 6 Obtain a 90% compliance rate on weed ordinance violations within 30 days.
- 7 Obtain a 95% compliance rate on accumulation ordinance violations within 30 days.
- 8 Inspect all Low Risk Food Service Establishments at least twice per year. Currently 37
- 9 Inspect all Medium & High Risk Food Service Establishments at least four times per Year Currently 44& 33
- 10 Inspect all Daycare Establishments at least twice per year. Currently 35
- 11 Inspect all Public Pools at Least once per year. Currently 35
- 12 Inspect all (24 complexes, 237 buildings) Multifamily Buildings twice/year.
- 13 Inspect 20% of (2,761) Multifamily Residential Units/year with a modification to current ordinance.

PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Permits Issued	2,239	2,300	2,300	2,300
2 Building Inspections	3,399	4,100	3,600	3,700
3 Applications processed.	773	700	780	780
4 Number of customers processed	3,196	3,000	3,200	3,000
5 Residential application/plans processed in 4 work days	87%*	90%*	80%*	90%
6 Commercial applications/plans processed in 15 work days.	84%*	80%*	80%*	80%
7 Call-in inspections made within 24 hours.	100%	100%	100%	100%
8 Compliance rate junk/abandoned vehicle within 45 days.	91%	95%	95%	95%
9 Junk/abandoned vehicle cases.	229	130	130	130
10 Compliance rate on weed ordinance within 30 days.	100%	95%	75%	95%
11 Weed ordinance cases	764	400	400	400
12 Compliance rate on accumulation cases within 30 days	95%	95%	80%	95%
13 Numer of accumulations cases	67	80	80	80
14 Low risk food service inspected twice per year	77%	100%	100%	100%
15 Medium/High risk food service inspected four times/year	86%	100%	100%	100%
16 Daycare establishments inspected twice per year	98%	100%	100%	100%
17 Public pools inspected at least once per year	147%	100%	100%	100%
18 Number of dangerous structures inspected	5	0	5	5
19 Multifamily Buildings inspected twice per year (%)	94%	100%	100%	100%
20 Multifamily Residential Units inspected per year (%)	22%	20%	20%	20%

*previous standard was 2 work days for residential and 10 work days for commercial

INSPECTIONS/CODE ENFORCEMENT - 3300

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Building Permits	72,500	60,000	100,000	60,000
Electrical Permits	12,393	10,000	12,000	10,000
Health Licenses	33,144	30,000	30,000	30,000
Sign Permits	3,520	2,100	2,500	2,100
Apartment Fee	68,177	68,000	66,894	67,000
General Resources	427,534	422,975	389,432	442,885
Total Resources	\$617,268	\$593,075	\$600,826	\$611,985

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$357,571	\$349,590	\$358,267	\$358,200
Employee Benefits	101,194	104,690	106,235	112,300
Operating Expenses	66,456	57,225	55,860	60,915
Capital Outlay	0	0	0	0
Operating Transfers	23,870	13,570	13,570	13,570
Total Expenditures	\$549,091	\$525,075	\$533,932	\$544,985

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	1.00	1.00	1.00	1.00
Technical	5.00	5.00	5.00	5.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	2.00	2.00	2.00	2.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	8.00	8.00	8.00	8.00

Major Budget Changes

Salaries and Benefits increased \$16,200.

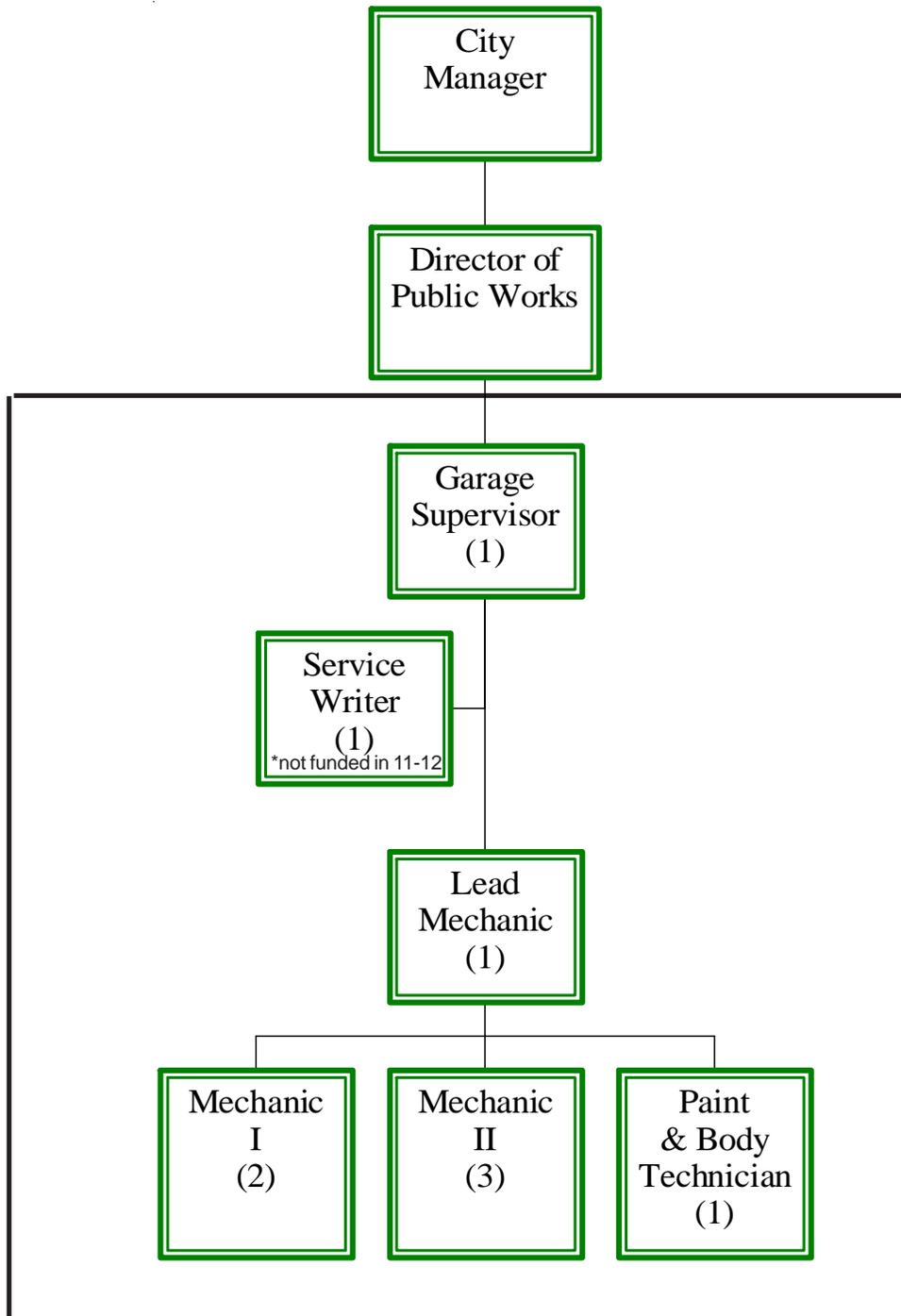
CODE ENFORCEMENT/BUILDING INSPECTION - 3300

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Office/Clerical	\$29,636	\$28,100	\$29,682	\$28,900
Technical	155,777	158,590	161,764	162,600
Management/Supervision	168,082	161,400	164,821	164,700
	353,495	348,090	356,267	356,200
Overtime	4,076	1,500	2,000	2,000
Group Insurance				
Health	25,763	26,517	27,033	28,100
Life	960	780	980	800
Dental	1,910	2,190	2,244	2,300
Long Term Disability	1,215	1,630	1,413	1,700
	29,848	31,117	31,670	32,900
Employee Benefits				
Social Security	26,167	26,215	26,220	26,800
Retirement	43,044	45,762	46,898	51,000
Workers Compensation	2,135	1,596	1,447	1,600
	71,346	73,573	74,565	79,400
Professional Service Fees				
Printing	23	1,000	1,000	1,000
Inspections	100	0	2,500	5,000
	123	1,000	3,500	6,000
Cleaning Services				
Lot Mowing	10,512	9,000	9,000	9,000
Health Related	17,777	1,000	500	1,000
	28,289	10,000	9,500	10,000
Maintenance & Repair				
Vehicles	3,149	5,000	5,000	5,000
Maintenance Contract	360	1,950	1,950	1,315
	3,509	6,950	6,950	6,315
Insurance				
Property	557	725	1,161	1,305
Liability	3,100	3,500	2,257	2,520
	\$3,657	\$4,225	\$3,418	\$3,825

CODE ENFORCEMENT/BUILDING INSPECTION - 3300

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Communications	\$4,297	\$5,000	\$5,000	\$5,000
Advertising	305	0	0	0
Training	3,213	3,700	3,700	3,575
Travel	3,688	3,725	3,725	3,675
Dues & Memberships	1,534	1,825	1,825	1,825
Recording Fees	964	1,200	1,200	1,200
Condemnation & Demolition	977	1,000	1,000	1,000
General Supplies				
Office	8,464	7,000	7,000	7,500
Wearing Apparel	15	1,000	1,042	1,000
Gasoline & Diesel	1,074	1,500	1,200	1,500
Fuel - CNG	1,819	2,300	1,500	1,700
Operating	3,765	5,500	4,500	5,500
Photography	310	300	300	300
	15,447	17,600	15,542	17,500
Books & Periodicals	453	1,000	500	1,000
Capital Outlay				
Furniture & Fixtures	0	0	0	0
	0	0	0	0
Operating Transfers				
Equipment Replacement	23,870	13,570	13,570	13,570
Unemployment Insurance	0	0	0	0
	23,870	13,570	13,570	13,570
Total Enforcement/Inspection	\$549,091	\$525,075	\$533,932	\$544,985

Garage



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Garage Department provides service on all City vehicles and equipment on a routine basis. Services include lubrication, state inspections, engine overhaul and repair, drive train repairs, paint and body work and preventive maintenance. This department is also responsible for all maintenance cost of service center.

Public Works Garage - 4100

FY10-11 ACCOMPLISHMENTS

Vision Element: Maintain Infrastructure
Objective: Maintain facilities and equipment
Goal: Improved diagnostic equipment by acquisition of Cummins "Insight" diagnostic software.

Department Projects:

1. Completed two major paint and body refurbishing
 - Unit 568/1064
 - Refurbish Unit 590
2. Completed three new unit make ready's
3. Obtained seven ASE certification
4. Obtained two ASE recertifications
5. Obtained one ASE certified automobile technician certification
6. Obtained one ASE alternative fuels technical certification
7. Obtained one ESCO certification
8. Obtained one CNG tank inspector certification
9. Hosted two training seminars
10. Worked with no lost time accidents or injuries

FY11-12 GOALS & OBJECTIVES

Department Projects:

1. Complete two major paint and body refurbishment projects
2. Obtain three ASE certification
3. Host two training seminars.
4. Work with no lost time accidents or injuries.

Public Works Garage - 4100

DEPARTMENT STANDARDS

1. Preventative maintenance service for light gasoline and diesel vehicles every 3,000 miles
2. Preventative maintenance service for light duty CNG vehicles every 5,000 miles
3. Preventative maintenance service for residential refuse trucks every 1,800 miles
4. Preventative maintenance service for medium and heavy duty vehicles every 2,400 miles
5. Preventative maintenance service for construction tractors every 200 hours
6. Preventative maintenance for mowing tractors every 100 miles
7. CNG Tank inspections every three years
8. Preventive maintenance service for emergency vehicles every six months. **(new)**

PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Repairs returned (%)	1%	0%	1%	0%
2 Preventative maintenance services	285	300	310	300
3 Safety inspections	80	85	85	85
4 Tires	329	400	400	400
5 Brake jobs	64	85	75	85
6 Tractor repairs	114	100	100	100
7 Light trucks/cars repaired	324	300	325	300
8 Heavy trucks repaired	330	350	350	350
9 Paint and body maintenance	41	50	50	50
10 Full Staffing Level (%)	81%	88%	82%	88%
11 Small engine repairs	677	850	250	400

GARAGE - 4100

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$574,392	\$628,571	\$605,003	\$648,231
<i>Total Resources</i>	\$574,392	\$628,571	\$605,003	\$648,231

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$270,879	\$299,000	\$284,350	\$304,300
Employee Benefits	87,059	103,100	91,636	110,400
Operating Expenses	184,194	190,690	193,236	192,560
Capital Outlay	0	0	0	6,000
Operating Transfers	32,260	35,781	35,781	34,971
<i>Total Expenditures</i>	\$574,392	\$628,571	\$605,003	\$648,231

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	1.00	1.00	1.00	1.00
Technical	7.00	7.00	7.00	7.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.00	1.00	1.00	1.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
<i>Total Personnel</i>	9.00	9.00	9.00	9.00

Major Budget Changes

Salaries and benefits increased by \$12,600; two truck mounted radios are budgeted in capital outlay for a cost of \$6,000.

GARAGE - 4100

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Technical	209,314	252,900	220,375	254,200
Management/Supervision	40,165	41,100	42,581	42,100
	249,479	294,000	262,956	296,300
Overtime	8,573	5,000	8,000	8,000
Contract Labor	12,827	0	13,394	0
Group Insurance				
Health	26,352	30,300	28,365	32,200
Life	716	1,000	752	1,000
Dental	1,950	2,500	2,354	2,700
Long Term Disability	1,030	1,300	1,080	1,400
	30,048	35,100	32,551	37,300
Employee Benefits				
Social Security	19,465	22,900	20,079	23,300
Retirement	31,147	39,200	34,995	43,300
Workers Compensation	6,399	5,900	4,011	6,500
	57,011	68,000	59,085	73,100
Professional Services				
Physician Examination	324	300	300	0
Tire Disposal	2,101	2,500	2,500	2,500
Fuel Tank Test	596	800	800	800
	3,021	3,600	3,600	3,300
Water & Sewer	1,251	1,200	1,300	1,300
Maintenance & Repair				
Buildings - Service	21,197	30,000	30,000	30,000
Grounds	25,248	20,000	20,000	20,000
Heating & Air Conditioning	4,774	1,000	1,800	1,800
Vehicles	18,246	13,500	13,500	13,500
Equipment	8,016	8,000	8,000	8,000
Maintenance Contract	2,230	2,840	3,080	3,090
	79,711	75,340	76,380	76,390

GARAGE - 4100

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Insurance				
Property	\$33,136	\$35,540	\$38,904	\$40,510
Liabilty	2,054	3,800	2,002	2,235
	35,190	39,340	40,906	42,745
Communication	7,674	6,265	8,100	8,100
Training	695	1,400	1,500	1,500
Travel	17	1,200	700	1,200
Dues & Memberships	525	475	475	475
General Supplies				
Office	528	1,000	1,000	1,000
Wearing Apparel	3,080	3,500	3,500	3,500
Gasoline & Diesel	2,496	3,500	2,500	2,900
Fuel - CNG	114	600	200	100
Operating	8,814	7,500	7,775	7,500
Service Center	258	3,500	2,000	3,500
Tools	8,486	10,000	13,000	10,000
Cleaning	21	300	300	300
	23,797	29,900	30,275	28,800
Natural Gas	4,683	3,500	4,000	4,000
Electricity	26,856	27,470	25,000	23,750
Books & Periodicals	774	1,000	1,000	1,000
Capital Outlay	0	0	0	6,000
Operating Transfers				
Equipment Replacement	32,260	35,781	35,781	34,971
Unemployment Insurance	0	0	0	0
	32,260	35,781	35,781	34,971
Total Garage	\$574,392	\$628,571	\$605,003	\$648,231

Fleet Vehicles

The City maintains a fleet of approximately 100 vehicles and equipment. The Garage Department is responsible for the maintenance of this fleet. The equipment replacement fund provides funding for the replacement of vehicles. This allows the City to maintain a high quality, functional fleet.

General Government

1 2002 Ford F150 (engineering) Alt Fuel
 1 2000 Ford F150 (engineering)
 1 2000 Ford Windstar Van
 1 2001 Ford Windstar Van
 1 1998 Ford F150 (civic center)
 1 2005 Chrysler PT Cruiser

Public Safety

1 1942 Chevy Pumper
 1 1952 Mack Fire Truck
 1 1995 International Pumper
 1 1995 Tanker Truck (Freightliner)
 1 1985 Sesqui. Fire Truck
 1 1992 Mobile Command Vehicle
 1 1993 Ford Pumper Truck

 1 2000 Rescue Vehicle
 1 2001 3/4 Ton Chev Suburban (Chief)
 1 2001 Pumper Fire Truck
 2 2004 Chevrolet Impalas
 1 2004 Chevrolet Suburban (EMS)
 1 2004 American La France
 1 2005 Chevrolet Suburban (Fire)
 1 2005 Ferrara Ladder Truck
 1 2006 Ford Crown Victoria
 1 2006 Chevrolet HD2500 (Humane)
 1 2006 Ford F150
 1 2007 Ford F 350 (Fire)
 1 2007 Dodge Durango
 1 2007 Chevrolet Suburban
 1 2007 Chevrolet Silverado 4-door
 1 2008 Ford Expedition
 3 2008 Dodge Charger
 1 2008 Chevrolet Ambulance
 1 2009 Ford Escape Hybrid
 1 2009 Ford Taurus
 5 2009 Dodge Chargers
 2 2009 Ford Crown Victoria
 1 2009 Chevy Silverado (Humane)
 1 2010 Ford Fusion
 1 2010 Armored Truck
 1 2011 Chevy Tahoe
 1 2011 Chevy Suburban (Fire)
 1 2011 Dodge Ambulance
 1 2007 Chevy Ambulance

Public Works

1 1972 Road Grader
 1 2002 Ford Flatbed F450
 1 2002 Ford Bucket Truck F450
 1 2004 Gradall Excavator
 1 2003 Honda Alt Fuel
 1 1998 Ford F150
 1 1998 Ford Flatbed
 1 2000 Chevy Dump Truck
 1 2000 Ford F150
 4 2001 Ford F150 Alt Fuel
 1 2005 CNG Honda
 1 2006 Ford F 250 Crew Cab
 1 2006 Chevrolet Crew Cab
 2 2008 F750 Dump Trucks
 2 2008 CNG Hondas
 1 2009 Chevy Silverado 1500
 1 2009 Chevy Silverado 2500
 1 2010 Ford F150
 1 2011 Ford F150

Parks & Recreation

1 2003 Ford F-150 Alt Fuel
 1 2002 Ford F150 Alt Fuel
 1 1997 Ford 150
 1 2000 Ford 250
 1 2001 Ford 650
 1 2005 Ford F650
 1 2008 Chevy Silverado
 1 2009 Chevy Silverado
 1 2009 Ford E350
 1 2010 Ford F150

Garage

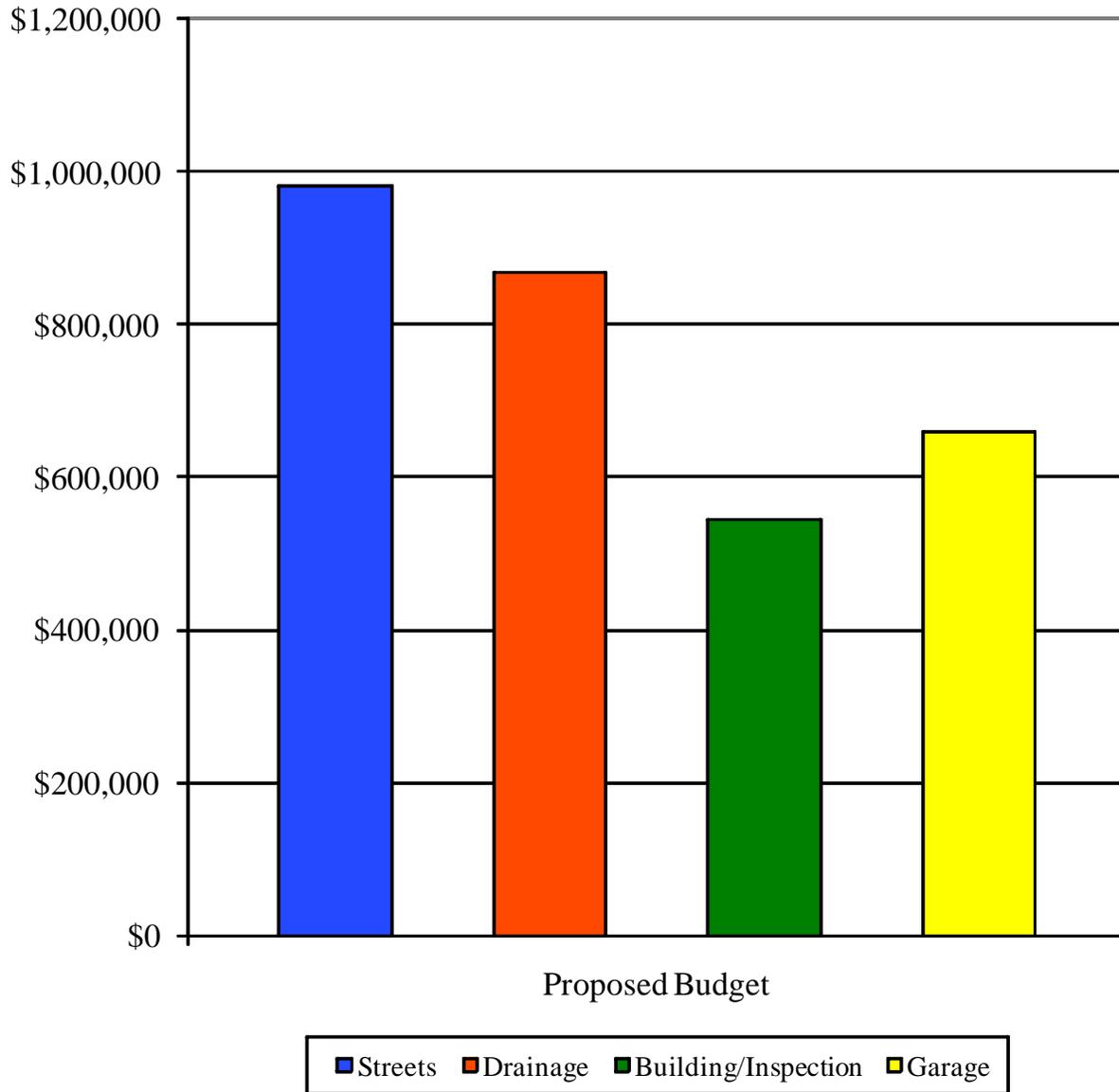
1 1997 Wrecker
 1 2006 Chevrolet 3500
 1 2008 Chevy Silverado

Utility

1 2003 Mack Truck Alt Fuel (Rolloff)
 1 2003 Mack Truck - Commercial Alt Fuel
 1 2002 Ford F150 Alt Fuel
 1 1995 Ford Dump Truck
 1 2003 Autocar Residential Alt Fuel
 1 1997 Ford Refuse Container Truck
 1 2000 Dump Truck
 1 2001 Ford 1 Ton Pickup
 1 2001 Ford F150 CNG
 3 2003 Ford F150 Alt Fuel
 1 2002 1 Ton Ford Truck
 1 2001 F-650 (For Vactor)
 2 2004 Mack CNG Garbage Truck
 1 2004 CNG Auto Car
 1 2004 Ford F350
 2 2005 Crane Carrier Cab/Chasis CNG
 1 2006 Mack CNG Garbage Truck
 1 2006 Dodge Quad Cab
 4 2007 Crane Carrier Cab/Chasis CNG
 3 2008 Chevy Silverado
 1 2009 Chevy Silverado 2500
 2 2009 Chevy Silverado 1500
 1 2009 Honda Civic CNG
 1 2009 Chevy Silverado 3500
 3 2008 Freightliner Refuse Truck
 1 2008 Dodge 1500 Crewcab
 1 2010 Freighliner Flat Bed
 1 2009 Autocar Alt Fuel
 1 2010 F750 Dump Truck

Also in the City's inventory are various off-street pieces of equipment such as backhoes, mowers, tractors, trailers and the like.

Public Works Expenditures



PARKS & RECREATION



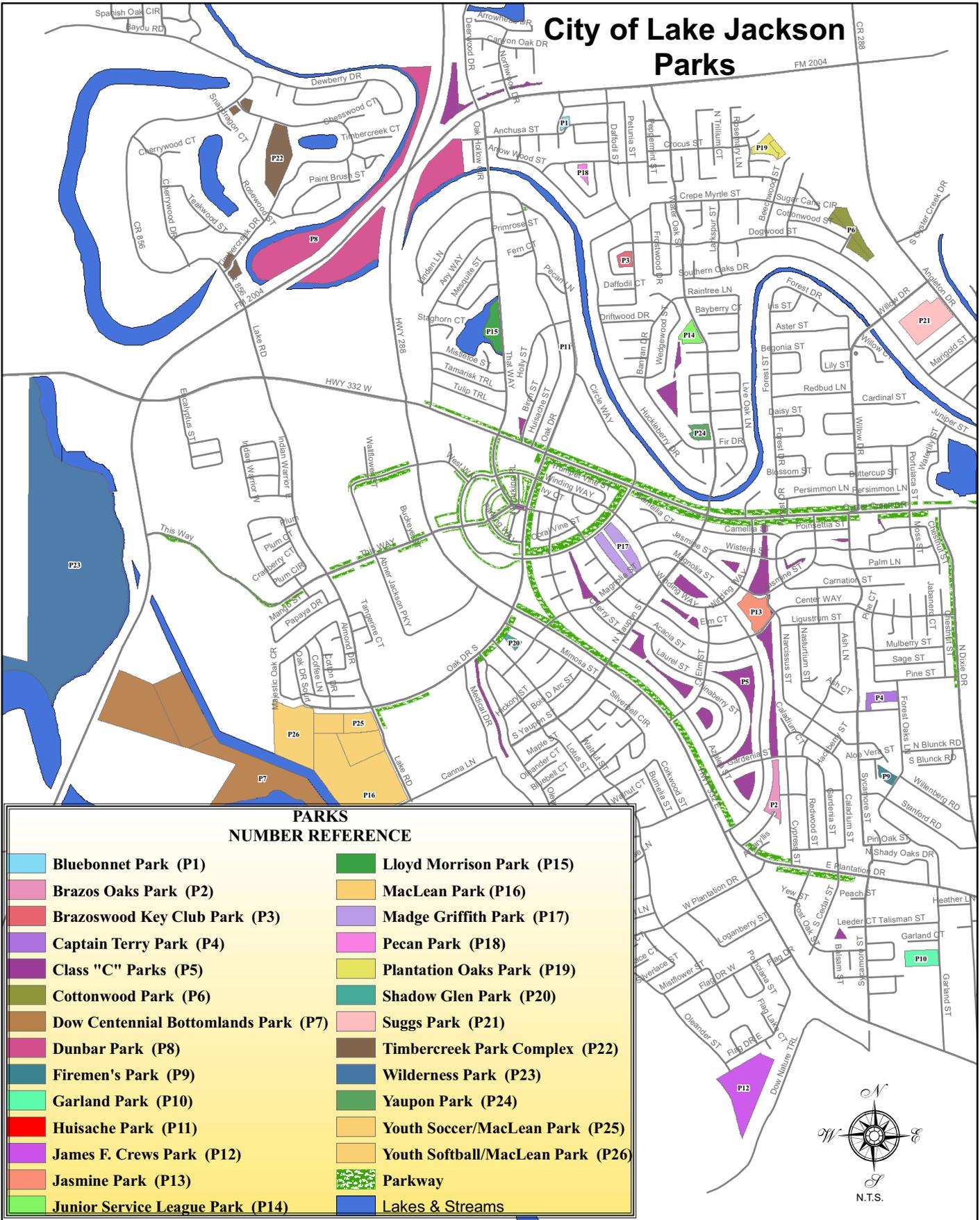
LAKE JACKSON

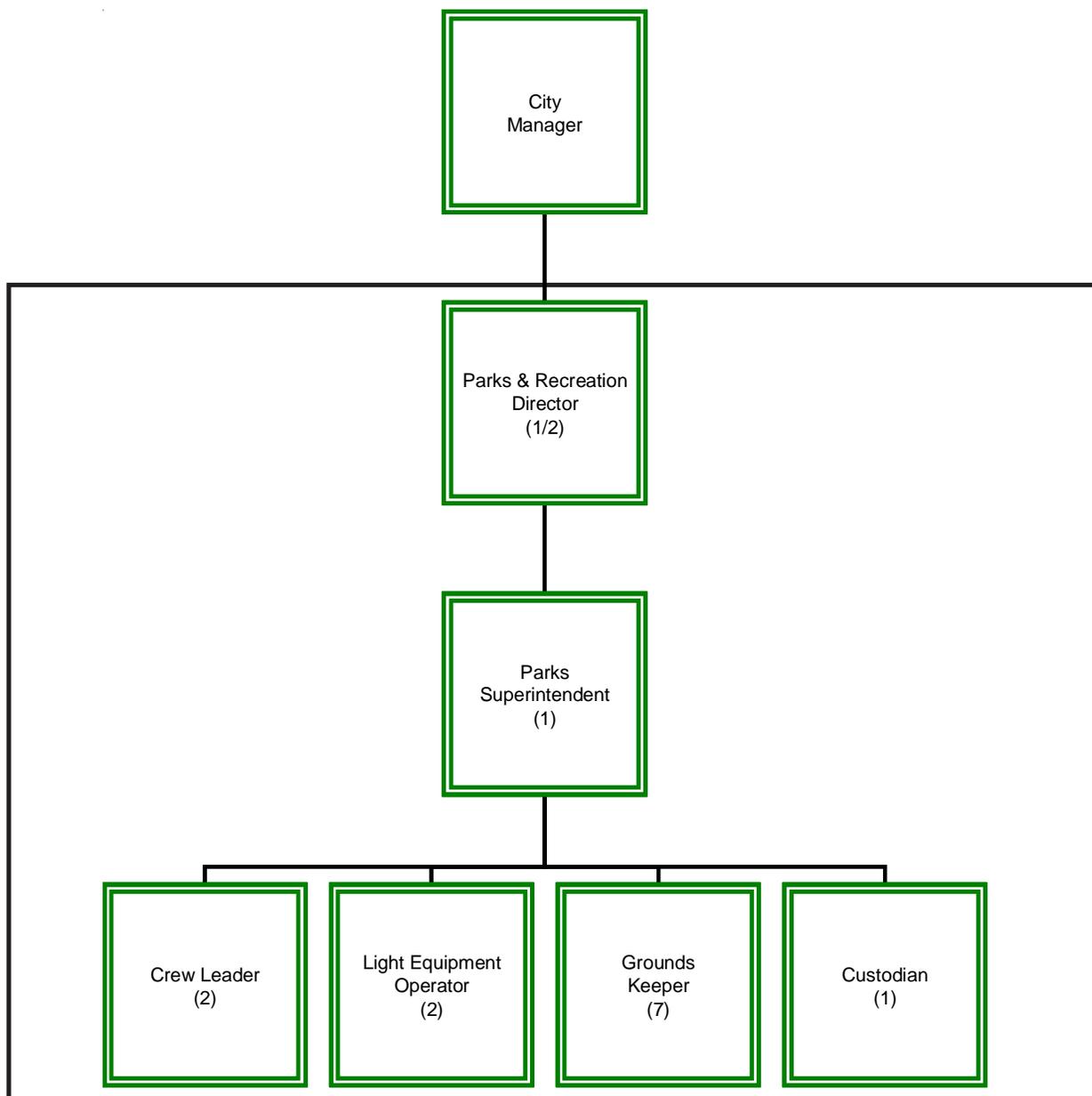
City of Enchantment

City of
Enchantment



City of Lake Jackson Parks





The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The purpose of the Parks Department is to maintain and develop our City parks, parkways, landscaping projects, and green areas surrounding City buildings and facilities. Areas are maintained according to standards which will insure safe and aesthetically pleasing places of leisure through mowing, horticulture practices, repair, cleaning and litter removal.

PARKS & RECREATION

PARKS - 3500

FY10-11 ACCOMPLISHMENTS

Vision Element: Enhance Quality of Life
Objective: Provide Quality Parks and Recreation Opportunities
Accomplishment: Partnered with volunteer organizations. Eagle Scout Candidates and community service workers on public projects:
-scouts - repaired Morrison Park pier
-scouts - painted Jasmine tennis wall
-scouts - benches at Morrison playgrounds
church painting project at Shadow Glenn

Vision Element: Maintain a Well Managed City
Objective: Improve In-House Training Opportunities
Accomplishment: Conducted twelve supervisor training sessions, increased customer service training.

FY11-12 GOALS & OBJECTIVES

Vision Element: Enhance Quality of Life
Objective: Improve the Safety of our Citizens
Goal: Complete renovation of MacLean hike and bike trail resurface project.

Objective: Provide Quality Parks and Recreation Opportunities
Goal: Re-evaluate park playground locations and replacement frequency to more accurately meet today's diminished usage patterns within neighborhood parks.

PARKS & RECREATION

PARKS - 3500

DEPARTMENT STANDARDS

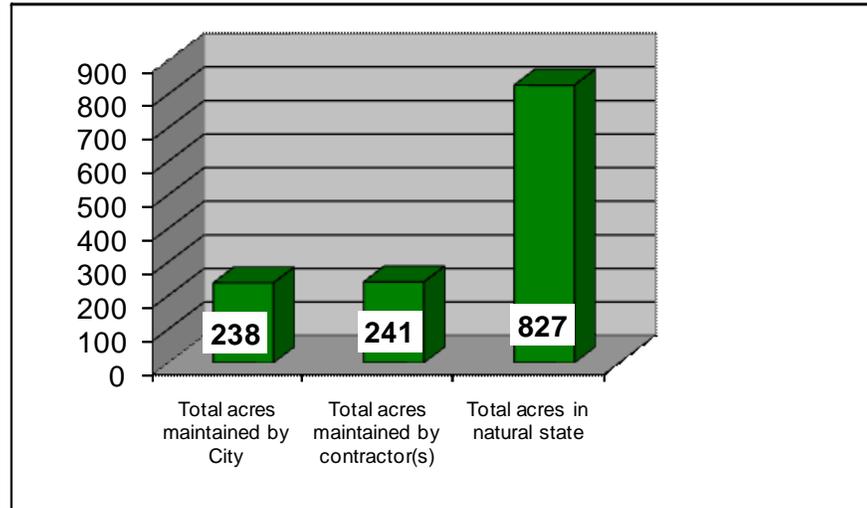
- 1 Ensure mowing frequency is performed as per park classification by parks crews and by contractor(s)
- 2 Repair any park property or park amenity damaged by vandalism or graffiti within 24 hours of the reported incident
- 3 Provide assistance for youth athletic leagues through facility repairs, tournament assistance, and facility upgrades.

Of the 388 cities in Texas reporting local parkland acreages to TPWD:

- * **38 % have less than 10 acres of local parks per 1,000 population**
- * **23% have between 10 acres and 25 acres of local parks per 1,000 population**
- * **8% have between 25 acres and 100 acres of local parks per 1,000 population**
- * **6.5% have over 100 acres of local parks per 1,000 population.**

Lake Jackson has over 48 acres of local parks per 1,000 population, placing the City in the top 8% in regards to total park acres per 1,000 across the state.

Park Maintenance 1,306 total acres



PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Number of mowing visits per year by city crews				
a. Class "A" Parks	30	36	30	30
b. Class "B" Parks	26	28	27	28
2 Number of mowing visits per year by contractor				
a. Facilities	44	46	46	46
b. Class "A" Parkways	37	36	36	36
c. Class "B" Parkways	26	36	34	36
d. Class "C" Parks	24	24	24	24
3 Number of tree removal work orders performed by city	29	15	36	20
4 Number of tree removal work orders performed by contractor	0	5	0	0
5 Number of work orders relating to park vandalism	7	13	2	10
6 Percentage of work orders relating to vandalism completed within 24 hours.	92%	85%	85%	85%
7 Expenditures relating to park vandalism	\$553	\$2,000	\$500	\$2,000
8 Number of work orders relating to park restroom maintenance	9	12	10	12
9 Training Classes Offered				
a. Supervisory Training	12	12	12	12
b. Customer Service Training	9	4	12	12

PARKS - 3500

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$1,100,700	\$1,185,955	\$1,073,378	\$1,196,525
Total Resources	\$1,100,700	\$1,185,955	\$1,073,378	\$1,196,525

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$457,864	\$500,500	\$466,527	\$516,100
Employee Benefits	143,230	172,300	143,053	185,200
Operating Expenses	447,406	458,210	408,853	448,470
Capital Outlay	0	0	0	0
Operating Transfers	52,200	54,945	54,945	46,755
Total Expenditures	\$1,100,700	\$1,185,955	\$1,073,378	\$1,196,525

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	12.00	12.00	12.00	12.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.50	1.50	1.50	1.50
Temporary/Seasonal	0.58	0.58	0.58	0.58
Total Personnel	14.08	14.08	14.08	14.08

Major Budget Changes

Salaries and benefits increased by \$28,500.

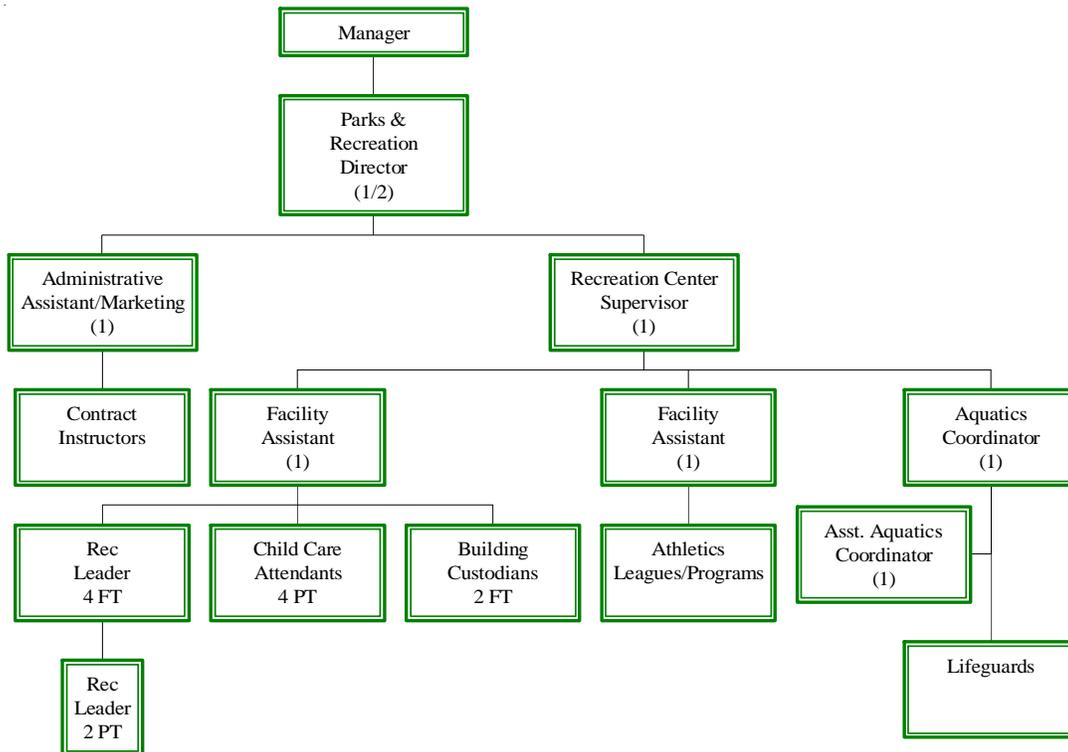
PARKS - 3500

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$288,299	\$337,300	\$306,954	\$343,400
Management/Supervision	89,284	94,500	85,873	99,000
Temp/Seasonal	0	8,700	8,700	8,700
	377,583	440,500	401,527	451,100
Contract Labor	7,183	0	0	0
Overtime	73,098	60,000	65,000	65,000
Group Insurance				
Health	43,235	51,100	45,077	54,300
Life	590	1,700	1,085	1,700
Dental	3,294	4,200	3,740	4,500
Long Term Disability	1,257	2,200	1,547	2,300
	48,376	59,200	51,449	62,800
Employee Benefits				
Social Security	32,074	38,300	31,669	39,500
Retirement	52,444	64,400	55,874	72,200
Workers Compensation	10,336	10,400	4,061	10,700
	94,854	113,100	91,604	122,400
Physician Examination	283	0	700	0
Contract Mowing	252,005	275,000	260,000	275,000
Water & Sewer	2,562	4,500	3,000	3,000
Maintenance & Repair				
Parks	103,668	75,000	65,000	75,000
Vehicles	36,617	35,000	30,000	35,000
Equipment	2,060	8,000	2,000	6,000
Maintenance Contracts	360	840	840	845
	142,705	118,840	97,840	116,845
Insurance				
Property	608	1,170	938	1,055
Liability	4,622	4,900	3,375	3,770
	\$5,230	\$6,070	\$4,313	\$4,825

PARKS - 3500

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Rental - Equipment	\$0	\$500	\$0	\$0
Communications	2,053	2,400	2,400	2,400
Training	312	950	300	950
Travel	24	600	400	600
Dues & Memberships	180	250	200	250
General Supplies				
Office	860	600	600	600
Wearing Apparel	4,743	4,000	4,000	4,000
Gasoline & Diesel	14,807	18,800	12,000	15,100
Fuel - CNG	3,148	4,100	3,000	2,800
Operating	7,331	11,000	11,000	11,000
Chemicals	7,425	7,000	5,000	7,000
Cleaning	3,738	3,500	4,000	4,000
	42,052	49,000	39,600	44,500
Books & Periodicals	0	100	100	100
Capital Outlay - Equipment	0	0	0	0
Operating Transfers				
Equipment Replacement	52,200	54,945	54,945	46,755
Unemployment Insurance	0	0	0	0
	52,200	54,945	54,945	46,755
Total Parks	\$1,100,700	\$1,185,955	\$1,073,378	\$1,196,525

Recreation



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Recreation Department provides recreational, education and physical activities for the public. The programs provided utilize our City facilities and parks, and are a vital contribution to the enhancement of the quality of life in our community. Recreation facilities include various athletic complexes, Dunbar Pavilion, MacLean Pavilion, the Outdoor Pool and the Recreation Center.

PARKS & RECREATION

Recreation - 3700

FY10-11 ACCOMPLISHMENTS

Vision Element: Maintain a Well Managed City
Objective: Improve in house training opportunities for employees
Accomplishment: Conducted Parks and Recreation staff twelve supervisory and twelve customer service classes.

Vision Element: Enhance Quality of Life
Objective: Provide community with affordable and family oriented activities
Accomplishment: Established 19 new programs targeting both youth and adult recreational needs.
Accomplishment: Created new cultural recreation classes for membership and re-vamped fitness based curriculum.

FY11-12 GOALS & OBJECTIVES

Vision Element: Maintain a Well Managed City
Objective: Improve in-house training opportunities for employees
Goal: Offer Parks and Recreation staff twelve supervisory training sessions and a twelve month customer service instructional series.

Vision Element: Enhance Quality of Life
Objective: Provide community with affordable and family oriented activities
Goal: Enhance both youth and adult programs through innovative programming.
Goal: Establish programming for outdoor recreation and diversified populations.

PARKS & RECREATION

Recreation - 3700

DEPARTMENT STANDARDS

- 1 Provide excellent customer service and excellent facility maintenance in a manner which increases recreation center memberships by 5% annually.
- 2 Offer a minimum of 12 special events per year.
- 3 Offer a summer program which provides a wide variety of recreational and aquatic classes.
- 4 Provide year-round fitness classes for adults.

PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Total Members	4,926	6,100	6,100	5,300
2 Memberships	2,063	1,900	1,900	3,000
3 Attendance				
a. Recreation Center	29,059	225,000	225,000	35,000
b. Outdoor Pool	4,740	6,000	6,000	2,200
4 Program Attendance				
a. Youth	1,614	5,500	5,500	2,500
b. Adult	56,002	22,000	22,000	45,000
5 Facility Rentals				
a. Rental Outdoor Pool	n/a	n/a	n/a	30
b. Recreation Pool	n/a	n/a	n/a	65
c. MacLean Pavilion	53	30	30	34
d. MacLean Food Service	40	12	12	45
e. MacLean Softball	58	50	50	62
f. Dunbar Pavilion	59	55	55	45
g. Morrison Park Pavilion	124	100	100	100
6 Special Events each year	103	12	12	12
7 Training classes offered				
a. Supervisory Training	12	12	12	12
b. Customer Service Training	10	12	12	12

RECREATION - 3700

<i>Resources</i>	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
Recreation Center	\$684,908	\$599,650	\$661,254	\$629,500
Outdoor Pool	6,766	6,800	6,800	6,800
Youth Athletics	5,430	5,000	2,985	3,000
Youth Program	55,729	32,900	32,900	32,900
Adult Aquatics	4,246	3,400	3,400	3,400
Adult Athletics	14,993	10,000	10,000	10,000
Adult Programs	12,103	7,000	2,500	2,500
MacLean Sportsplex	12,085	9,500	11,652	10,500
Miscellaneous Park Use	10,635	10,700	8,835	8,300
Transfer from Econom. Dev.	350,000	350,000	350,000	350,000
General Resources	768,808	884,850	747,841	873,535
Total Resources	\$1,925,703	\$1,919,800	\$1,838,167	\$1,930,435

<i>Expenditures</i>	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
Salaries & Wages	\$763,923	\$779,800	\$727,720	\$795,000
Employee Benefits	185,385	198,300	162,382	201,900
Operating Expenses	963,100	906,935	913,300	894,990
Capital Outlay	0	20,000	20,000	20,000
Operating Transfers	13,295	14,765	14,765	18,545
Total Expenditures	\$1,925,703	\$1,919,800	\$1,838,167	\$1,930,435

<i>Personnel</i>	2008-09	2009-10	2010-11	2011-12
	Budget	Budget	Budget	Budget
Service/Maintenance	3.00	3.00	3.00	3.00
Office/Clerical	5.00	5.00	5.00	5.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	1.00	1.00	1.00	1.00
Management/Supervision	4.50	4.50	4.50	4.50
Temporary/Seasonal	16.19	16.19	16.19	16.19
Total Personnel	29.69	29.69	29.69	29.69

Major Budget Changes

Salary and benefits increased by \$18,800.

RECREATION - 3700

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$127,927	\$156,500	\$101,685	\$118,700
Office/Clerical	123,373	128,400	103,499	139,600
Professional	38,756	37,600	38,963	38,500
Management/Supervision	193,721	208,100	193,494	213,700
Temp/Seasonal	248,103	217,700	260,079	253,500
	731,880	748,300	697,720	764,000
Overtime	16,682	14,000	14,000	14,000
Contract Labor	15,361	17,500	16,000	17,000
Group Insurance				
Health	49,008	51,100	44,452	50,300
Life	828	2,000	1,088	1,900
Dental	3,542	4,200	3,691	4,200
Long Term Disability	1,600	2,300	1,551	2,300
	54,978	59,600	50,782	58,700
Employee Benefits				
Social Security	57,667	58,300	49,437	59,400
Retirement	61,978	71,300	54,837	74,700
Workers Compensation	10,762	9,100	7,326	9,100
	130,407	138,700	111,600	143,200
Professional Service Fees				
Physician Examination	512	750	4,000	4,000
Contract Cleaning	50,112	50,000	50,000	40,000
	50,624	50,750	54,000	44,000
Water & Sewer	39,015	32,300	33,500	33,500
Maintenance & Repair				
Pavilion	3,952	5,000	5,000	2,500
Buildings - Rec Center	76,427	55,000	55,000	60,000
Grounds	5,944	5,000	6,800	5,000
Heating & Air Conditioning	44,908	45,000	45,500	45,000
Pools	12,735	12,200	16,000	13,000
Equipment	544	700	862	700
Maintenance Contracts	7,883	8,860	10,011	9,000
	\$152,393	\$131,760	\$139,173	\$135,200

RECREATION - 3700

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Rental - Vehicle & Equipment	\$16,574	\$3,200	\$11,884	\$8,700
Insurance				
Property	87,382	91,145	90,975	90,545
Liability	1,294	3,500	3,572	0
	88,676	94,645	94,547	90,545
Communication	12,527	10,800	11,021	11,000
Advertising	7,103	6,630	5,400	9,000
Training	2,456	2,600	2,550	2,600
Travel	1,677	1,800	1,800	2,400
Dues & Memberships	540	550	557	815
General Supplies				
Office	4,098	3,700	3,500	3,700
Wearing Apparel	6,790	5,800	5,800	5,800
Gasoline & Diesel	1,787	2,500	1,500	1,700
Operating	42,048	41,200	54,900	45,000
Special Events	0	0	0	5,000
Aquatics	0	0	0	10,000
Chemicals	22,657	17,750	17,200	18,000
Resale Items	1,998	2,500	2,500	2,500
Program	11,926	10,800	12,068	12,100
Cleaning	8,861	7,500	8,000	9,000
	100,165	91,750	105,468	112,800
Natural Gas	68,914	70,000	40,000	50,000
Electricity	422,436	410,150	413,400	394,430
Capital Outlay - Equipment	0	20,000	20,000	20,000
Operating Transfers				
Equipment Replacement	13,295	14,765	14,765	18,545
Unemployment Insurance	0	0	0	0
	13,295	14,765	14,765	18,545
Total Recreation	\$1,925,703	\$1,919,800	\$1,838,167	\$1,930,435

RECREATION BY COST CENTER

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Administration	\$ -	-		
Recreation Center	\$684,908	\$599,650	\$661,254	\$629,500
Outdoor Pool	6,766	6,800	6,800	6,800
Youth Athletics	5,430	5,000	2,985	3,000
Youth Program	55,729	32,900	32,900	32,900
Adult Aquatics	4,246	3,400	3,400	3,400
Adult Athletics	14,993	10,000	10,000	10,000
Adult Programs	12,103	7,000	2,500	2,500
MacLean Sportsplex	12,085	9,500	11,652	10,500
Miscellaneous Park Use	10,635	10,700	8,835	8,300
Total Resources	\$ 806,895	\$ 684,950	\$ 740,326	\$ 706,900

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Administration	\$125,578	\$ 130,195	\$ 127,302	\$ -
Recreation Center	1,468,581	1,446,210	1,365,545	1,653,805
Outdoor Pool	46,299	66,750	61,842	0
Youth Athletics	113,414	111,480	109,255	108,380
Youth Program	29,021	25,000	23,862	25,200
Adult Aquatics	15,305	14,800	18,159	16,900
Adult Athletics	15,675	15,500	15,160	15,000
Adult Programs	27,436	22,150	29,783	31,350
MacLean Sportsplex	66,399	69,815	68,329	61,590
Skate Park	0	500	500	500
Miscellaneous Park Use	17,995	17,400	18,430	17,710
Total Expenditures	\$1,925,703	\$ 1,919,800	\$ 1,838,167	\$ 1,930,435

Note: Expenditures do not include park grounds/facility maintenance and cleaning performed by the Parks Department employees.

RECREATION BY COST CENTER

Administration

This cost center has been combined with the recreation center since expenditures were primarily recreation center related.

Recreation Center

Revenues include memberships and daily admissions fees. Expenditures include all the expenses of operating the center and the Parks and Recreation Director.

Outdoor Pool

This cost center has been combined with the recreation center since revenue and expenditures were primarily recreation center related.

Youth Athletics

Revenues are all from the TAAF basketball league held in the winter. Expenditures include the expenses of the basketball league plus utility services for all of the youth sports fields.

Youth Program

Revenues include all summer youth programs sponsored by the Recreation Department. Expenditures include related program supplies and instructor cost.

Adult Athletics

Revenues include league fees for softball, basketball and volleyball. Expenditures include the cost of umpires, referees and program supplies.

Adult Programs

Revenues include fees from water and floor aerobic classes.

MISCELLANEOUS



LAKE JACKSON

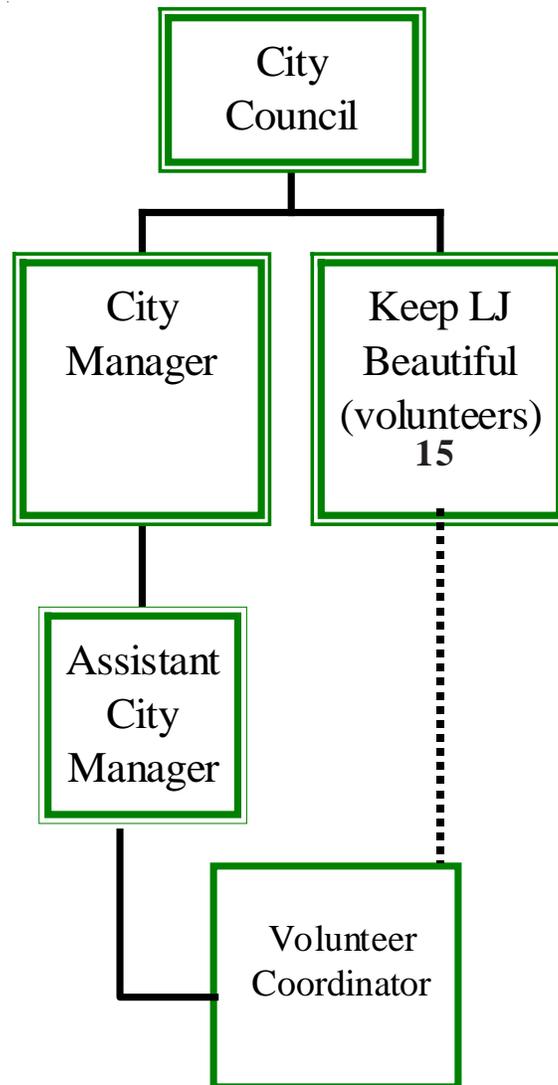
City of Enchantment





Keep Lake Jackson Beautiful Volunteers and Council Members receive the Keep Texas Beautiful "Governor's Community Achievement Award" from The Texas Department of Transportation for \$210,000 for a landscaping grant along Texas highways. This was the 11th award won received by KLJB the most any city in Texas has won.

Keep Lake Jackson Beautiful



Program Description

“The mission of Keep Lake Jackson Beautiful is to improve the quality of life by enhancing the community environment”. Keep Lake Jackson Beautiful is charged with the restoration, preservation and enhancement of the scenic beauty in the City of Lake Jackson. This is the combination of KLJB and Beautification Commission members, now known as KLJB, working together to develop a budget to specifically target and promote a responsible solid waste management and beautification program for the enhancement of our city. These budgeted monies include funds for education and public awareness programs targeted at all ages and businesses in our community. Through litter prevention programs, beautification projects, and review of city ordinances these dedicated volunteers have helped bring in over \$600,000 worth of landscaping awards to the City of Lake Jackson. Keep Lake Jackson Beautiful’s entry sign was dedicated to the City of Lake Jackson by the volunteers.

MISCELLANEOUS

Keep Lake Jackson Beautiful - 3900

FY10-11 ACCOMPLISHMENTS

- Department Project:**
- 1) Charlie Chipper – FACE BOOK Page
 - 2) Charlie Chipper's 16th Birthday Party Sweet 16 – Fall Clean (Oct. 3, 2010)
 Birthday Cards from all 5 elementary schools & grade levels
 - 3) Recycling PSA - ran on cable TV over 1500 spots
 - 4) E-Waste Recycling Event (3) collected over 60,000 lbs. + 2,000 tires collected &
 Paper shredding
 - 5) KTB & KAB Awards (3rd place Keep America Beautiful, Sustain Award of
 Excellence
 Presidents Circle Award and 1st place YAC Award Litter Prevention)
 - 6) Planted over 300 + trees this year

FY11-12 GOALS & OBJECTIVES

- 1) Discuss Commercial Recycling for Downtown
- 2) Partner with the City to help with "Green Ideas & Materials" for the Downtown
 Master Plan Park Project
- 3) Create a "matching tree grant" program for the schools
- 4) 30th year for Tree City USA – special celebration
- 5) Continue with PSA's for KLJB and spreading KLJB message
- 6) Research Bamboo Plantings for Water Tank project
- 7) Distribute Recycling Video to surrounding cities
- 8) Community Card Program
- 9) Water Conservation Program for schools

MISCELLANEOUS

Keep Lake Jackson Beautiful - 3900

DEPARTMENT STANDARDS

- 1 Fall and Spring clean-ups, awards for school participation
- 2 Continue citywide plantings, seasonal colors and beautification projects.
- 3 Continue recycling, e-waste and shredding projects
- 4 Environment activity or Programs - change to school wide environmental program
- 5 Litter Index

KEEP LAKE JACKSON BEAUTIFUL - 3900

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$41,679	\$45,000	\$45,000	\$45,000
Total Resources	\$41,679	\$45,000	\$45,000	\$45,000

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Expenses	\$41,679	\$45,000	\$45,000	\$45,000
Total Expenditures	\$41,679	\$45,000	\$45,000	\$45,000

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

Major Budget Changes

No major budget changes.

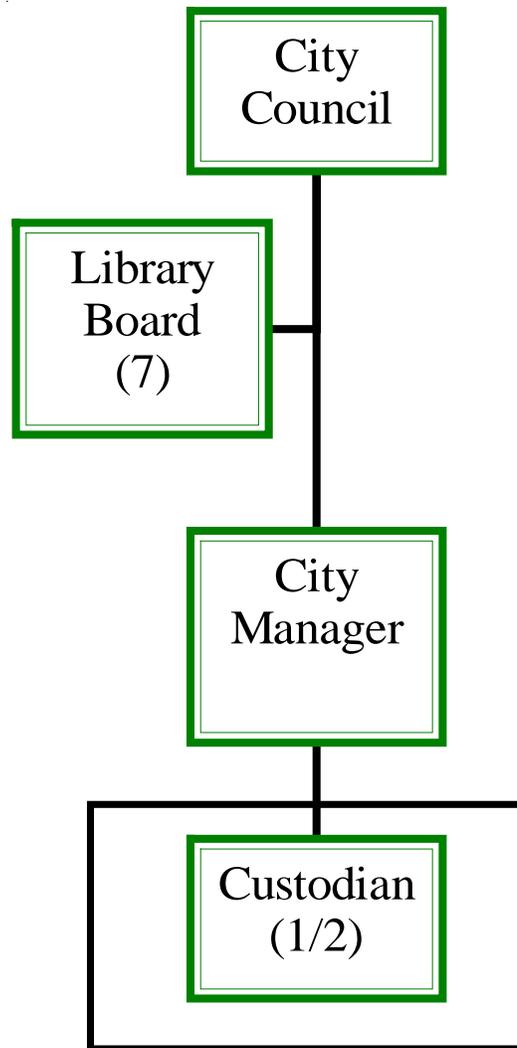
KEEP LAKE JACKSON BEAUTIFUL - 3900

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Plantings	\$10,678	\$15,000	\$16,000	\$15,000
Advertising	5,941	6,000	5,000	6,000
Training	3,376	3,000	3,000	3,000
Travel	2,692	3,200	4,000	3,500
Other Purchased Services				
Dues & Memberships	225	500	900	500
Arbor Day	1,819	1,600	1,200	1,600
Clean Up Day	779	1,500	1,500	1,500
	2,823	3,600	3,600	3,600
General Office Supplies				
T-Shirts	3,818	4,000	4,000	4,000
Costumes	51	500	500	1,100
Awards	1,751	1,500	1,400	1,500
Operating	2,166	2,000	2,100	3,000
Photography	34	600	600	300
Education Program	7,363	4,000	4,000	4,000
Receptacles	986	1,600	800	0
	16,169	14,200	13,400	13,900
Total Keep Lake Jackson Beautiful	\$41,679	\$45,000	\$45,000	\$45,000



Brazoria County Calvary riding in for the 9/11 “We Will Remember” program

Library



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The City of Lake Jackson in a contract with Brazoria County provides library services to Lake Jackson residents. The contract is renewed every two years. As part of the contract the City agrees to provide a climate controlled building, furnishings, and maintenance and utilities for the Lake Jackson Library. In turn, the County agrees to provide personnel; library materials; necessary supplies pertaining to personnel; and circulation equipment.

LIBRARY

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$157,788	\$148,815	\$157,460	\$151,261
Total Resources	\$157,788	\$148,815	\$157,460	\$151,261

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$15,029	\$14,600	\$15,109	\$15,000
Employee Benefits	5,614	5,700	5,833	6,000
Operating Expenses	137,145	128,515	136,518	130,261
Capital Outlay	0	0	0	0
Total Expenditures	\$157,788	\$148,815	\$157,460	\$151,261

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.50	0.50	0.50	0.50
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.50	0.50	0.50	0.50

Major Budget Changes

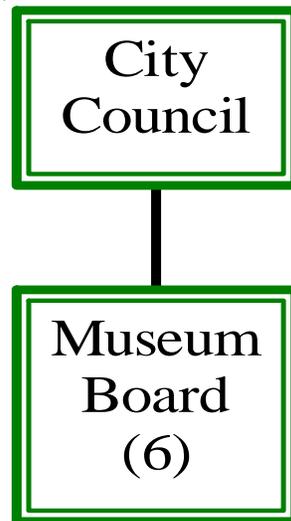
No major budget changes.

LIBRARY - 4200

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$15,029	\$14,600	\$15,109	\$15,000
	15,029	14,600	15,109	15,000
Group Insurance				
Health	1,906	1,900	1,931	2,000
Life	42	100	43	100
Dental	141	200	160	200
Long Term Disability	60	100	60	100
	2,149	2,300	2,194	2,400
Employee Benefits				
Social Security	1,117	1,100	1,125	1,100
Retirement	1,807	1,900	1,970	2,100
Workers Compensation	541	400	544	400
	3,465	3,400	3,639	3,600
Contract Cleaning	17,814	19,000	19,000	18,000
Water & Sewer	610	600	700	700
Maintenance & Repair				
Library Building	11,218	6,500	6,500	3,900
Heating & Air Conditioning	2,924	2,000	1,500	2,000
Furniture & Fixtures	6,912	8,615	8,615	5,500
	21,054	17,115	16,615	11,400
Insurance				
Property	11,636	11,700	8,664	9,750
Liability	0	0	64	70
	11,636	11,700	8,728	9,820
Communications	3,454	3,250	3,250	3,250
General Supplies				
Operating	935	500	600	500
Cleaning	844	1,100	800	1,100
	1,779	1,600	1,400	1,600
Electricity	44,136	40,250	51,825	49,230
Books & Periodicals	36,662	35,000	35,000	36,261
Total Library	\$157,788	\$148,815	\$157,460	\$151,261



The 12,000 square foot Museum chronicles the rich history of Lake Jackson with interactive exhibits and high-tech displays. The Museum focuses on four eras of history including; the prehistoric era, the plantation era, development of the area's petrochemical industry and the founding of modern Lake Jackson.



Program Description

The Lake Jackson Museum Board and the Lake Jackson Historical Association aim to provide education relative to the history and culture of an area of Brazoria County which is known as Lake Jackson and to collect, preserve, and interpret the materials of the following heritage: Prehistoric-Karankawa Indians; Plantation Era; Industrial and Petrochemical Development as is impacted Lake Jackson; and, the City-birth, development and contemporary life. By contract the city maintains the building, while the Lake Jackson Historical Association takes care of the day to day operation and all exhibits.

MUSEUM - 4300

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$93,452	\$93,950	\$92,016	\$93,190
Total Resources	\$93,452	\$93,950	\$92,016	\$93,190

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Expenses	\$93,452	\$93,950	\$92,016	\$93,190
Total Expenditures	\$93,452	\$93,950	\$92,016	\$93,190

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

Major Budget Changes

No major budget changes.

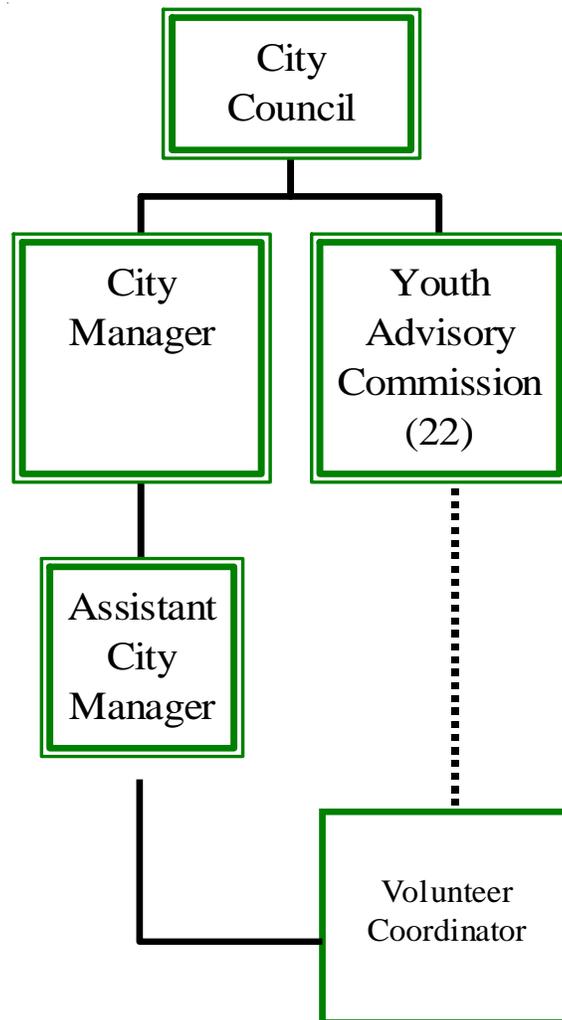
MUSEUM - 4300

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Contract Cleaning	\$4,309	\$6,000	\$6,000	\$5,500
Water & Sewer	723	400	800	800
Maintenance & Repair				
Museum Building	12,339	12,000	12,000	12,000
Air Conditioning	5,845	3,500	2,000	3,700
Maintenance Contract	669	1,000	700	750
	18,853	16,500	14,700	16,450
Property Insurance	28,351	30,350	32,916	34,340
Communications	4,825	4,700	4,700	4,700
General Supplies				
Operating	8,395	2,500	2,500	2,500
Cleaning	0	0	0	0
	8,395	2,500	2,500	2,500
Electricity	27,996	33,500	30,400	28,900
Total Museum	\$93,452	\$93,950	\$92,016	\$93,190



Jessica Pham, Devin Knapp, and Chase Chappell (Youth Advisory Commission Officers) receive the 1st Place Youth Litter Prevention Award from President Matt McKenna of Keep America Beautiful at the annual conference in Orlando, Florida.

Youth Advisory Commission



Program Description

The Lake Jackson Youth Advisory Commission is a liaison between the youth of Lake Jackson and the City Council and, through service and environmental projects and social events, promote civic responsibility and safety among the Lake Jackson youth.

MISCELLANEOUS

Youth Advisory Commission - 4400

FY10-11 ACCOMPLISHMENTS

Department Projects

Accomplished:

- 1) July – Office Retreat
- 2) Helped with “Brazoria County Talent Show” – Carriage Inn
- 3) Recruited new YAC members
- 4) Storm Drain Stenciling – Public Works
- 5) Sr. Fest at Civic Center – Lake Jackson Sr. Commission
- 6) Random Acts of Kindness- Easter Bags for Food Pantries,
Help with SERVOLUTION Projects, Food Drives at Thanksgiving
- 7) 1st place Keep America Beautiful – Litter Prevention Award
- 8) Celebrated 15th anniversary of YAC – presentation to City Council

FY11-12 GOALS & OBJECTIVES

Department Projects

Goals:

- 1) Continue Storm Drain Stenciling project
- 2) Work with Carriage Inn on projects
- 3) Continue with Dunes Day Event
- 4) Work on Project for Women’s Shelter

MISCELLANEOUS

Youth Advisory Commission - 4400

DEPARTMENT STANDARDS

- 1 Continue to help Keep Lake Jackson Beautiful with the 2 annual clean up events.
- 2 Attend the Youth Advisory Commission Summit.
- 3 Coordinate "Snowland" at the Festival of Lights.

YOUTH ADVISORY - 4400

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$15,802	\$16,000	\$16,000	\$16,000
Total Resources	\$15,802	\$16,000	\$16,000	\$16,000

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Costs	\$15,802	\$16,000	\$16,000	\$16,000
Total Expenditures	\$15,802	\$16,000	\$16,000	\$16,000

<i>Personnel</i>	200809 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

Major Budget Changes

No major budget changes.

YOUTH ADVISORY - 4400

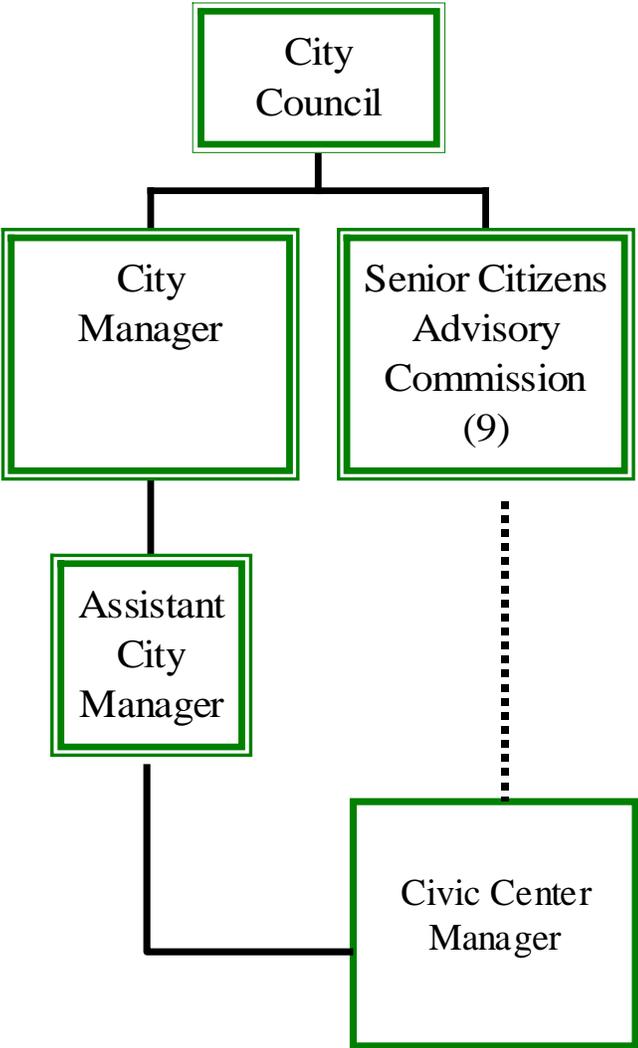
	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Training	292	4,000	4,000	4,000
Travel	4124	2000	5000	2000
Advertising	1,664	500	0	500
General Supplies				
Office Supplies	38	0	0	0
T-Shirts	966	1,000	500	1,000
Operating	1,307	1,500	1,500	1,500
Program	7,411	7,000	5,000	7,000
	9,722	9,500	7,000	9,500
Total Youth Advisory	\$15,802	\$16,000	\$16,000	\$16,000



Senior Commission's Painted Churches Tour



Seniors



Program Description

The Lake Jackson Senior Citizen Commission is a liaison between the seniors of Lake Jackson and the City Council and, through service and social events, promote civic responsibility and safety among the Lake Jackson senior's.

SENIOR CITIZEN ADVISORY - 4600

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$22,747	\$23,000	\$23,000	\$23,000
Total Resources	\$22,747	\$23,000	\$23,000	\$23,000

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Expenses	\$24,003	\$23,000	\$23,000	\$23,000
Total Expenditures	\$22,747	\$23,000	\$23,000	\$23,000

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

Major Budget Changes

No major budget changes.

SENIOR CITIZEN ADVISORY - 4600

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
General				
Programs	22,747	23,000	23,000	23,000
	22,747	23,000	23,000	23,000
Total Senior Advisory	\$22,747	\$23,000	\$23,000	\$23,000



Senior Commission's Blue Santa Ball held December 2010



GENERAL DEBT SERVICE FUND



LAKE JACKSON

City of Enchantment

City of
Enchantment



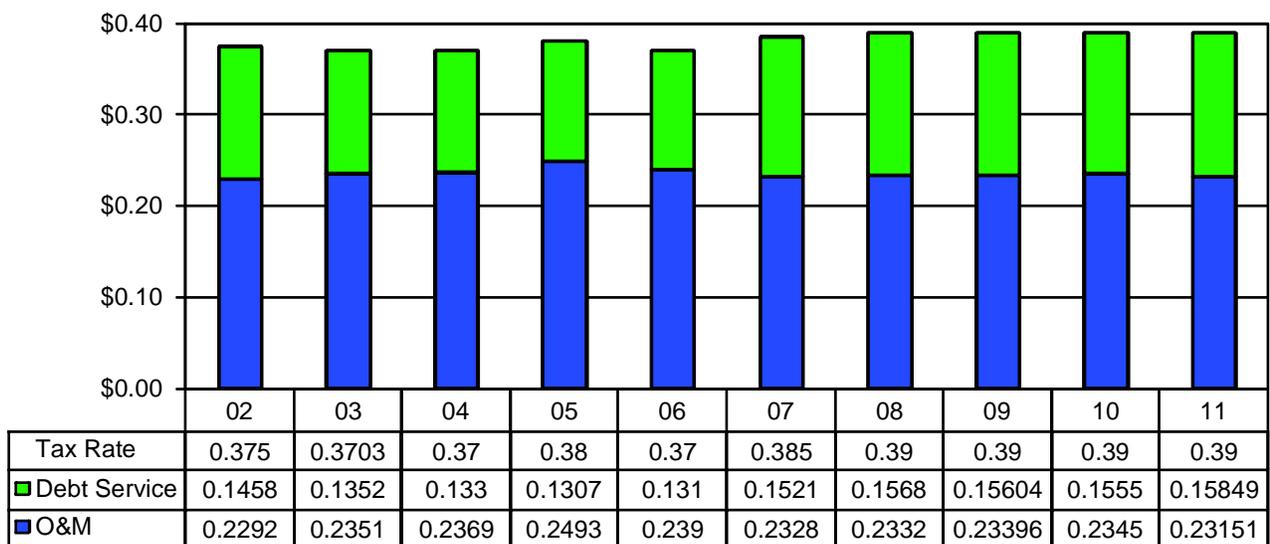
GENERAL DEBT SERVICE FUND

The General Debt Service Fund is used for the accumulation of resources to provide for the payment of debt service on the City's General Obligation Bonds and to provide a reserve for such payment. Resources include a portion of the Ad Valorem Tax Levy and earnings from investments of the fund. (The Ad Valorem Tax Levy is pledged as security on all outstanding General Obligation Bonds.)

The portion of the current year Tax Levy allocated to General Debt Service is based on current year principal and interest requirements less anticipated interest earnings of the fund. This calculation gives the necessary dollar figure, the debt service portion of the tax rate is then calculated based on a 100% collection rate.

Tax Rate Limitations. The City is a Home Rule Charter City with a maximum authorized rate for all purposes of \$2.50 per \$100 assessed valuation. This maximum tax rate is imposed both by the Constitution of the State of Texas and the City Charter. Under the rules of the Texas Attorney General, the City may issue general obligation debt in an amount no greater than that which can be serviced by a debt service tax of \$1.50 per \$100 assessed valuation, based on 90% collections. Using 90% collections in our calculation of the tax rate the City's proposed debt service rate would be \$0.1739 or \$1.326 below the Attorney General's imposed limit.

Tax Rate Distribution



GENERAL DEBT SERVICE FUND

<i>RESOURCES</i>	ACTUAL 2009- 10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011 - 12
Fund Balance	\$ 719,637	\$ 705,816	\$ 705,816	\$ 659,877
Revenues				
Ad Valorem Taxes	\$ 2,257,883	\$ 2,250,000	\$ 2,228,000	\$ 2,250,000
Penalty & Interest	15,690		14,000	
Interest Income	7,551	8,000	8,000	8,000
	<u>\$ 2,281,125</u>	<u>\$ 2,258,000</u>	<u>\$ 2,250,000</u>	<u>\$ 2,258,000</u>
Total Resources	\$ 3,000,762	\$ 2,963,816	\$ 2,955,816	\$ 2,917,877

<i>EXPENDITURES</i>	ACTUAL 2009- 10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011 - 12
Principal	\$ 1,606,733	\$ 1,537,163	\$ 1,537,163	\$ 1,629,471
Interest	685,491	774,601	752,776	675,984
Paying Agent Fees	2,722	6,000	6,000	6,000
Total Expenditures	<u>\$ 2,294,945</u>	<u>\$ 2,317,764</u>	<u>\$ 2,295,939</u>	<u>\$ 2,311,455</u>
Ending Fund Balance	<u>\$ 705,816</u>	<u>\$ 646,052</u>	<u>\$ 659,877</u>	<u>\$ 606,422</u>

**ESTIMATED AD VALOREM TAX COLLECTION & PROPOSED DISTRIBUTION
FISCAL YEAR 2011 - 2012**

Assessed Valuation for 2010	\$ 1,437,060,336
Gain (Loss) in Value	<u>(17,378,778)</u>
Anticipated Assessed Valuation for 2011	1,419,681,558
Tax Rate Per \$100 Valuation	0.3900
Revenue from 2011 Tax Roll	5,536,758
Estimated Collections	<u>100.0%</u>
TOTAL FUNDS AVAILABLE	\$ <u><u>5,536,757</u></u>

SCHEDULE OF TAX LEVY AND COLLECTION RATE

TAX YEAR	TOTAL ASSESSED VALUATION	TAX RATE	TAX LEVY	TAX * COLLECTIONS	% COLLECTIONS TO LEVY
1997	847,067,939	0.3500	2,964,738	2,945,500	99.351%
1998	889,655,350	0.3500	3,113,794	3,091,895	99.297%
1999	935,110,266	0.3500	3,272,886	3,275,322	100.074%
2000	998,035,066	0.3500	3,493,123	3,471,809	99.390%
2001	1,068,602,660	0.3500	3,740,109	3,741,281	100.031%
2002	1,116,753,175	0.3750	4,187,824	4,171,444	99.609%
2003	1,185,429,367	0.3703	4,389,645	4,391,567	100.044%
2004	1,236,071,214	0.3700	4,573,463	4,578,873	100.118%
2005	1,273,059,582	0.3800	4,837,626	4,819,017	99.615%
2006	1,351,219,282	0.3700	4,999,511	4,971,255	99.435%
2007	1,391,772,727	0.3850	5,358,325	5,371,880	100.253%
2008	1,460,686,450	0.3900	5,696,677	5,672,153	99.570%
2009	1,454,833,720	0.3900	5,673,852	5,684,777	100.193%
2010 *	1,437,060,336	0.3900	5,604,535	5,372,877 *	95.867%
2011 **	1,419,681,558	0.3900	5,536,758		

* Tax collections as of April 30, 2011

** Projected per appraisal district certificate of estimated value.

PROPOSED DISTRIBUTION OF COLLECTED TAXES

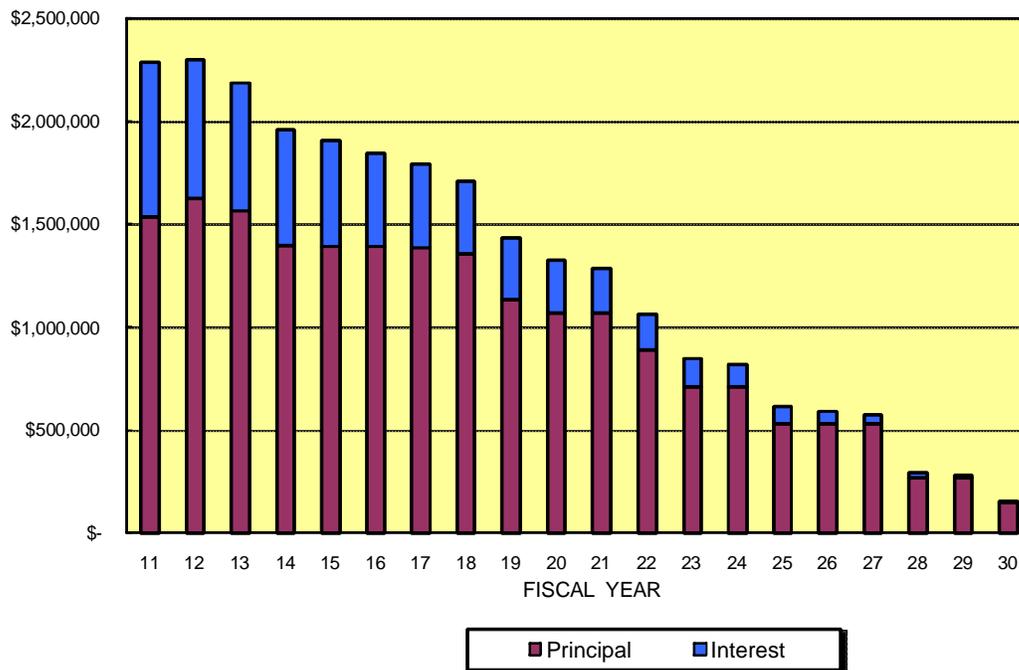
FUND	ADOPTED TAX RATE 2010 - 11	PROPOSED TAX RATE 2011 - 12	PROPOSED AMOUNT 2011 - 12	%
General Fund	\$0.2345	0.231514	\$3,286,757	59.36%
General Debt Service Fund	0.1555	0.158486	2,250,000	40.64%
TOTAL	<u>\$0.3900</u>	<u>0.3900</u>	<u>\$5,536,757</u>	<u>100.00%</u>

GENERAL OBLIGATION BOND

DEBT SERVICE SCHEDULE

DATE	CURRENTLY OUTSTANDING BONDS		
	PRINCIPAL	INTEREST	TOTAL
2010 - 11	1,537,163	752,776	2,289,939
2011 - 12	1,629,471	675,984	2,305,455
2012 - 13	1,569,482	617,099	2,186,581
2013 - 14	1,401,675	561,822	1,963,497
2014 - 15	1,397,639	509,367	1,907,006
2015 - 16	1,393,611	457,483	1,851,094
2016 - 17	1,389,593	405,192	1,794,785
2017 - 18	1,360,000	352,138	1,712,138
2018 - 19	1,135,000	302,013	1,437,013
2019 - 20	1,075,000	255,795	1,330,795
2020 - 21	1,075,000	210,710	1,285,710
2021 - 22	895,000	170,020	1,065,020
2022 - 23	715,000	137,370	852,370
2023 - 24	715,000	108,455	823,455
2024 - 25	535,000	83,095	618,095
2025 - 26	535,000	61,335	596,335
2026 - 27	535,000	39,575	574,575
2027- 28	270,000	23,115	293,115
2028- 29	270,000	11,861	281,861
2029- 30	150,000	3,094	153,094
TOTAL	19,583,634	5,738,299	25,321,933

GENERAL DEBT SERVICE FUND LONG - TERM DEBT SCHEDULE



GENERAL DEBT SERVICE FUND SCHEDULE OF BONDS OUTSTANDING

GENERAL OBLIGATION ISSUE	AMOUNT OF ISSUE	INTEREST RATE	YEAR OF MATURITY	AMOUNT OUTSTANDING @ 10/01/11	2011-12 PRINCIPAL DUE	2011-12 INTEREST DUE	2011-12 TOTAL DUE
G. O. 2001	3,600,000	4.87	2021	1,800,000	180,000	82,800	262,800
G. O. 2002	3,600,000	4.18	2022	1,980,000	180,000	79,425	259,425
G. O. 2003 Refunding bonds	2,615,000	3.09	2013	315,000	160,000	8,146	168,146
G. O. 2004	3,600,000	3.73	2024	2,340,000	180,000	83,700	263,700
G. O. 2007	5,300,000	3.99	2027	4,240,000	265,000	164,300	429,300
G. O. 2009	2,400,000	4.33	2029	2,160,000	120,000	88,200	208,200
G.O. 2009 Ref.	3,010,368	2.97	2018	2,311,472	344,471	66,763	411,234
G.O. 2010	3,000,000	3.60	2030	2,900,000	200,000	102,650	302,650
TOTAL ALL ISSUES				\$18,046,472	\$1,629,471	\$675,984	\$2,305,455

Bond Ratings : Moody's - Aa2, S&P's - AA+

REFUNDING BONDS - Series 2009

General Obligation Bond 1997 - \$2,100,000 ---REFUNDED

Originally funded the connection of Circle Way by the Museum and Civic Center
Conversion of Canna Lane from asphalt to concrete
Reconstruction of Elm, Cherry and a portion of Winding Way

General Obligation Bond 1999 - \$4,250,000 ---REFUNDED

Replace the Northern two lanes of Oyster Creek Drive from Dixie Drive to Forest Drive
\$500,000 for the complete reconstruction of Laurel from Acacia to the drainage structure just past Elm.
Enlarged the drainage structure crossing State Highway 332 near Compass Bank.
Complete reconstruction of Acacia, Mimosa, and a portion of Oleander, Walnut, and Lotus
Medical Drive new construction from Canna to Sea Center Texas
\$275,000 to fund the complete reconstruction of Oleander Street from Oak Drive to Hickory.

General Obligation Bond 2001 - \$3,600,000

\$575,000 for Humane Facility
\$210,000 for an additional two bays on Fire Station 2
\$1,650,000 to fund the complete reconstruction of Magnolia from Hwy 332 to Acacia.
\$1,165,000 to fund the complete reconstruction of Central Yaupon.

General Obligation Bond 2002 - \$3,600,000

\$3,600,000 for a new Fire / EMS facility

General Obligation Bond 2003 - \$2,615,000

Refunding bonds for 1989 refunding bonds and 1993 issue
Originally funded - Police Station expansion, Plantation Dr. Bridge, Centerway and Azalea reconstruction

General Obligation Bond 2004 - \$3,600,000

\$1,130,000 for Oak Drive reconstruction
\$355,000 for South Yaupon reconstruction
\$1,075,000 for Dixie Drive asphalt to concrete
\$390,000 for South Magnolia reconstruction
\$650,000 for Brazos Oaks Spot Repairs combined with 2007 money to become complete reconstruction

General Obligation Bond 2007 - \$5,300,000

\$2,800,000 for the reconstruction of streets and drainage in the Brazos Oaks Subdivision.
\$2,500,000 to provide renovations of the old Fire Station into an expanded
Municipal Court Facility, emergency dispatch and emergency operations center.

General Obligation Bond 2009 - \$2,400,000

For the reconstruction of streets, water, sewer on drainage improvements on portions of Oak Drive, Jasmine and Winding Way

General Obligation Bond 2010 - \$3,000,000

\$1,000,000 for spot repairs to arterial streets
\$2,000,000 for drainage improvements downstream of the SH288/332 and smaller ditches including Willow / Blossom Anchusa, Timbercreek park outfall, upper slave ditch

DEBT PLANNING AND ADMINISTRATION

The city's goal in planning the issuance of debt is to time it so there is minimal impact on the tax rate. The following page summarizes our anticipated debt tax rate for the next several years. In the fall of 2009 the City convened a bond task force made up of citizens willing to serve. The task force reviewed potential bond projects and submitted a proposal to City Council in December. City Council reviewed their proposal and agreed to place the issuance of \$7M in bonds on the ballot in May of 2010. Voters approved the issuance of these bonds with favorable votes exceeding 70%. The first \$3M phase was sold in June 2010. The remaining \$4M will be sold in 2013.

The following Debt Service Fund Tax Rate Planning Guide reflects plans for both of these issues. Both issues were planned to coincide with drops in debt service payments and voters were told the bond issue itself would not create a need for a tax increase.

The function of this spreadsheet is to show the impact of debt service requirements on the overall tax rate. It does not try to forecast changes in the M&O portion of the tax rate.

General and Debt Service Fund Tax Rate Planning Guide

Purpose : To determine the potential impact of proposed or planned debt issues on the city's tax rate.

Assumptions : This schedule assumes no increase in assessed valuations per year.

In May of 2010 voters approved the issuance of \$7M in bonds. The first phase of \$3M was sold on June 21, 2010. The remaining \$4M are planned for issuance in 2013. The issuance of these bonds is included in this schedule at a projected interest rate of 5%.

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
	ADOPTED	ESTIMATED	PROPOSED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
GENERAL FUND TAX RATE	0.2340	0.2345	0.2393	0.2371	0.2348	0.2332	0.2411	0.2458	0.2524
DEBT SERV TAX RATE	0.1560	0.1555	0.1607	0.1629	0.1652	0.1668	0.1589	0.1542	0.1476
	0.390	0.390	0.400	0.400	0.400	0.400	0.400	0.400	0.400
DEBT SERVICE									
RATE INCR (DECR) YR TO YR		-0.0005	0.0052	0.0022	0.0023	0.0017	-0.0079	-0.0047	-0.0066
DEBT SERVICE									
RATE INCR (DECR) OVER CURRENT		0	0.0052	0.0022	0.0045	0.0061	-0.0018	-0.0065	-0.0131
TOTAL TAX RATE	0.3900	0.3900	0.4000	0.4000	0.4000	0.4000	0.4000	0.4000	0.4000

UTILITY FUND



LAKE JACKSON

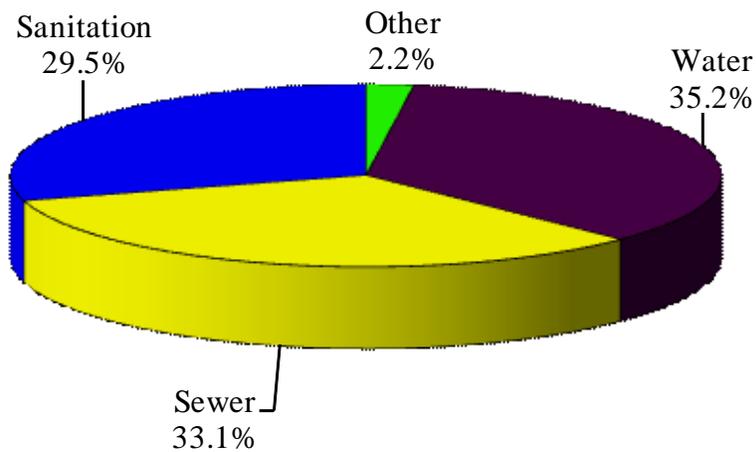
City of Enchantment



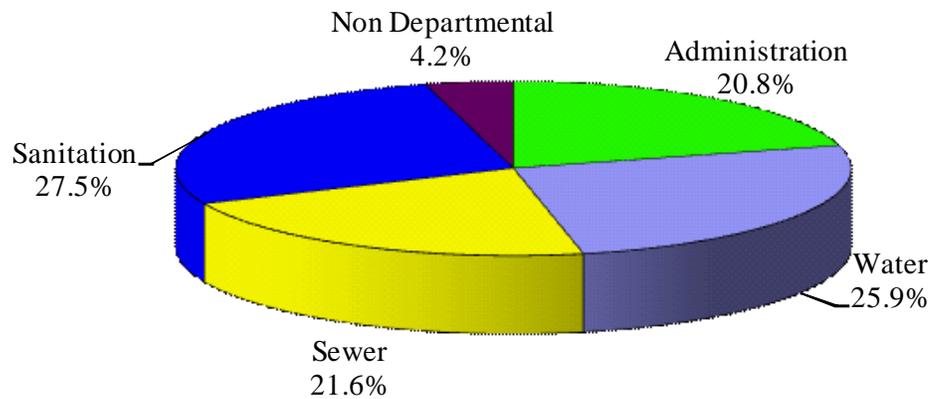
UTILITY OPERATING FUND

Revenues Vs Expenditures

Revenues



Expenditures



UTILITY FUND BUDGET SUMMARY

<i>Revenues</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Plumbing Fees	\$15,352	\$8,500	\$9,500	\$9,500
Tap Fees	17,557	11,500	7,000	7,000
Administrative Fees	180,264	192,400	180,900	180,700
Water Sales	3,426,186	3,578,054	3,583,334	3,717,738
Sewer Sales	3,228,670	3,389,285	3,389,285	3,493,776
Senior Discount	-160,719	-160,550	-160,000	-180,000
Sanitation Sales	3,020,499	3,038,810	3,021,810	3,116,123
Other Revenues	119,566	125,120	166,060	125,120
Interest	15,167	15,000	15,000	15,000
Transfer from General Contingency	70,000	70,000	70,000	0
Transfer from Utility Contingency	0	0	0	70,400
<i>Total Resources</i>	\$9,932,542	\$10,268,119	\$10,282,889	\$10,555,357

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Non-Departmental	\$2,171,329	\$2,222,830	\$2,223,230	\$2,196,283
Water	2,492,820	2,556,392	2,514,434	2,731,375
Wastewater	2,162,287	2,225,495	2,134,825	2,282,441
Sanitation	2,714,077	2,844,909	2,779,869	2,900,298
Utility Administration	411,418	418,493	424,775	444,960
<i>Total Expenditures</i>	\$9,951,931	\$10,268,119	\$10,077,133	\$10,555,357

UTILITY FUND

MAJOR REVENUE SOURCES

Water Revenues (35.2%)

Water revenues account for \$ 3,717,738 (35.2%) of the projected utility revenues for FY 2011-12.

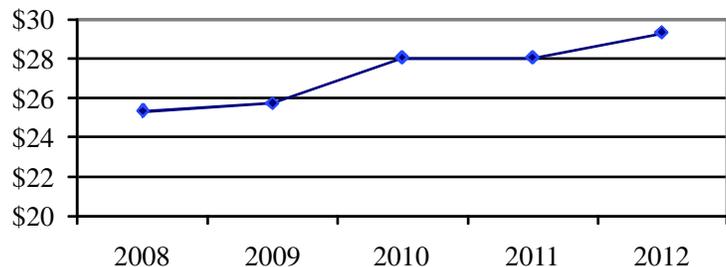
These revenues are based on the following water rates:

Base Rate (2,000 gallons)	\$11.00 per month
over 2,000 gallons	\$3.05 per 1,000 gallons
over 20,000 gallons	\$3.30 per 1,000 gallons

This rate is set based on generating revenues to cover the cost of purchasing water from the Brazosport Water Authority (BWA), operating 11 water wells, maintaining the water distribution system and related portions of debt service requirements.

For fiscal year 2011-12 BWA is increasing water rates by 10%, increasing their rate from \$1.64/1000 gallons to \$1.80/1000 gallons. We will increase our base rate to \$11.00 for 2,000 gallons and \$3.05 per thousand for amounts over the base. As requested by TCEQ, the City will continue to charge 'tiered' water rate which adds \$.25 per thousand gallons for all usage over 20,000 gallons. We will continue to provide a discount (40% of the base monthly bill) for senior citizens, which is applied to their base water and sewer bill. The city pumps an average of 3 million gallons per day to the distribution system. Our contract with the BWA requires the city to purchased 2 million gallons of water per day on a take or pay basis. The difference is made up with well water. As required by the City Council, the city mixes at least 30% well water with the BWA water in order to offset the aggressive nature of surface water.

**Residential Water Bill
(8,000 gallons)**



The 2011-12 fiscal year water revenue budget projection is determined by using the city's customer base of 21 apartment complexes, 485 commercial businesses and 8,220 residences. Utilizing five years of data we have estimated the following water usages for these customer types:

2012	Avg. Gallons	Annual	Over Base	Base Dollars
Avg. No. of	Over Base	estimated	Dollars	@ \$11.00
CLASS	Per	gallons		per Customer
Customers	Customer /Uni	Over Base		
USAGE UNDER 20 TGALS				
			@\$3.05 per 1,000	
Multi - Family 23 (2906) units)	4.00	9,504	\$28,987	\$5,808
Commercial 485	34.75	41,500	\$126,575	\$64,020
Residential 8,250	4.50	400,950	\$1,222,898	\$1,089,000
USAGE OVER 20 TGALS				
			@\$3.30 per 1,000	
Multi - Family		129,984	\$428,947	
Commercial		160,745	\$530,459	
Residential		44,550	\$147,015	
Total Water Fees			\$3,643,708	

**UTILITY FUND
MAJOR REVENUE SOURCES**

Sewer Revenues (33.1%)

Sewer revenues account for \$3,493,776 (or 33.1%) of the projected utility revenues for FY 2010-11. These revenues are based on the following sewer rates:

Base Rate (2,000 gallons)	\$ 11.00
Over 2,000 gallons	\$ 3.30 per 1,000 gallons

*Sewer rates for residential customers are capped at 15,000 gallons/month.

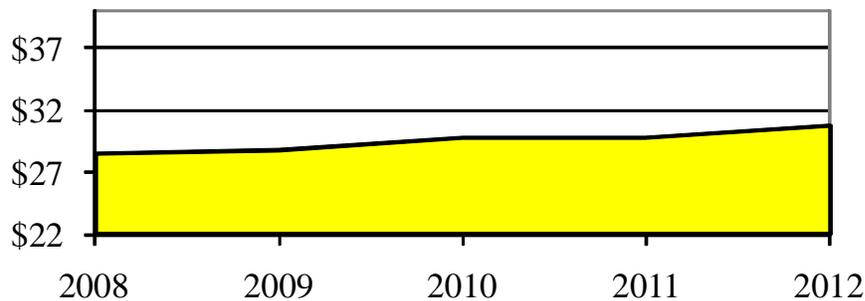
These rates are up from a \$10.30 base rate and a \$3.23/100 gallon rate over the base rate.

This rate is based on covering the cost of maintaining the city’s wastewater collection and treatment system, which includes 38 lift stations, a 5.89 million gallons per day Wastewater Treatment Plant, as well as any debt service and administration costs allocated to the wastewater system.

Base on the above mentioned customer base, revenues from sewer fees are projected as follows:

CLASS	Avg. No. of Customers	Avg. Gallons Over Base Per Customer /Uni	Annual estimated gallons Over Base	Over Base Dollars @\$3.30 per 1,000 per Customer	Base Dollars @ \$11.00
SEWER					
Multi - Family	23 (2906 units)	4.00	139,488	\$460,310	\$5,808
Commercial	410	34.75	170,970	\$564,201	\$54,120
Residential	8,185	4.10	402,702	\$1,328,917	\$1,080,420
Total Sewer Fees				\$3,493,776	

**Residential Sewer Bill
(8,000 gallons)**



UTILITY FUND
MAJOR REVENUE SOURCES

Sanitation Fees (29.5%)

Sanitation fees account for \$3,116,123 or 29.5% of projected utility revenues for FY 2011-12. These revenues are based on the following sanitation rates:

Residential Garbage/Trash	\$14.40 per month
Residential Recycling	\$ 2.10 per month
Apartment Garbage/Trash	\$14.40 per unit per month
Apartment Recycling	\$ 1.00 per unit per month

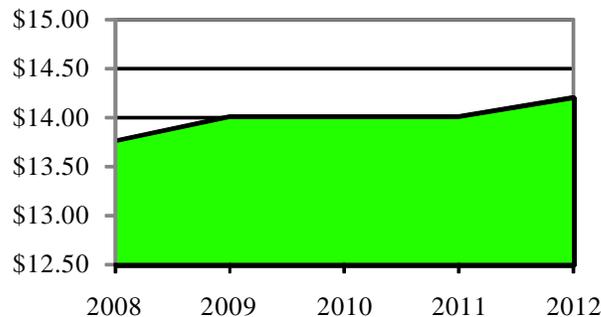
Dumpster Rates
Number Of Pickups Per Week

	2x	3x	4x	5x	6x
3 Cubic Yard Container	\$62.58	\$93.78	\$125.15	\$168.07	\$187.72
4 Cubic Yard Container	\$83.41	\$125.15	\$166.85	\$208.58	\$250.26

Shared Dumpster Rates

Small Business	\$23.03
Medium Business	\$30.05
Large Business	\$37.07

Sanitation Fee History
Residential Monthly Garbage Fee



UTILITY FUND MAJOR REVENUE SOURCES

These fees are set based on covering the cost of providing residential customers twice weekly garbage collection, once weekly co-mingled recyclable collection and twice monthly heavy trash collection. Heavy trash collection includes appliances and furniture.

Commercial and apartment customers are provided with side loading dumpsters which are serviced based on a set schedule.

The Sanitation department contains 25 employees and a fleet of 8 residential garbage/recycle trucks, 4 commercial trucks, 2 roll-off trucks, 6 flatbed trucks, 2 landscape loaders, and 1 front-end loader.

The 2010-11 budgeted sanitation revenues were determined as follows:

Residential - Using the projected customer base of 8,250 and fee of \$14.40, the calculated revenue would be \$1,425,660.

Residential Recycling

8,250 customers x \$2.10 per month x 12 month = \$207,900.

Apartment/Multi-family Garbage

2,906 apartment units x \$14.40 per month x 12 month = \$502,157.

Apartment/Multi-family Recycling

2,906 apartment units x \$1.00 per month x 12 month = \$34,872.

Commercial Garbage

The projected revenue for commercial garbage is \$661,534 for FY 11-12.

UTILITY FUND PROJECTED REVENUE

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Plumbing Permits	\$15,352	\$8,500	\$9,500	\$9,500
Tap Fees	17,557	11,500	7,000	7,000
Administrative Fees				
Late Payment Penalties	179,584	192,000	180,000	180,000
Transfer Fees	680	400	900	700
	180,264	192,400	180,900	180,700
Water Revenue				
Water Fees	3,348,708	3,509,304	3,509,304	3,643,708
Brazoria County Conservation District	18,396	20,000	20,000	20,000
City Water Usage	59,082	48,750	54,030	54,030
	3,426,186	3,578,054	3,583,334	3,717,738
Sewer Revenue	3,228,670	3,389,285	3,389,285	3,493,776
Senior Citizens Discount	-160,719	-160,550	-160,000	-180,000
Sanitation				
Residential Fees	1,380,082	1,380,960	1,380,960	1,425,660
Household Recycling	206,767	207,144	207,144	207,900
Commercial Garbage	636,258	642,266	642,266	661,534
Apartment Garbage Fee	466,519	471,744	471,744	502,157
Apartment Recycling	33,287	33,696	33,696	34,872
Special Pick Up Fees	13,832	8,000	9,000	9,000
Roll-Off Fees	131,416	125,000	140,000	130,000
Compactor Fees	126,462	150,000	110,000	115,000
Recycle Goods	8,499	4,000	12,000	10,000
Mulch Sales	8,302	8,000	7,000	12,000
Dumpster Initial Set Up Fees	9,075	8,000	8,000	8,000
	3,020,499	3,038,810	3,021,810	3,116,123
Miscellaneous (includes write-offs)	119,566	125,120	166,060	125,120
Transfer from General Contingency	70,000	70,000	70,000	0
Transfer from Utility Contingency	0	0	0	70,400
Interest Earned	15,167	15,000	15,000	15,000
Total Utility Revenue	\$9,932,542	\$10,268,119	\$10,282,889	\$10,555,357

UTILITY FUND



LAKE JACKSON

City of Enchantment





Non-Departmental

Program Description

This budget unit accounts for transfers to General Fund to reimburse administrative services incurred by Sanitation, Water and Wastewater and the transfer to Utility Debt Service to provide funds for the payment of long term debt. Additionally an amount is provided to pay the General Fund a franchise fee on Solid Waste.

UTILITIES

NON-DEPARTMENTAL - 0500

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Revenues	2,171,329	2,222,830	2,223,230	2,196,283
Total Resources	\$2,171,329	\$2,222,830	\$2,223,230	\$2,196,283

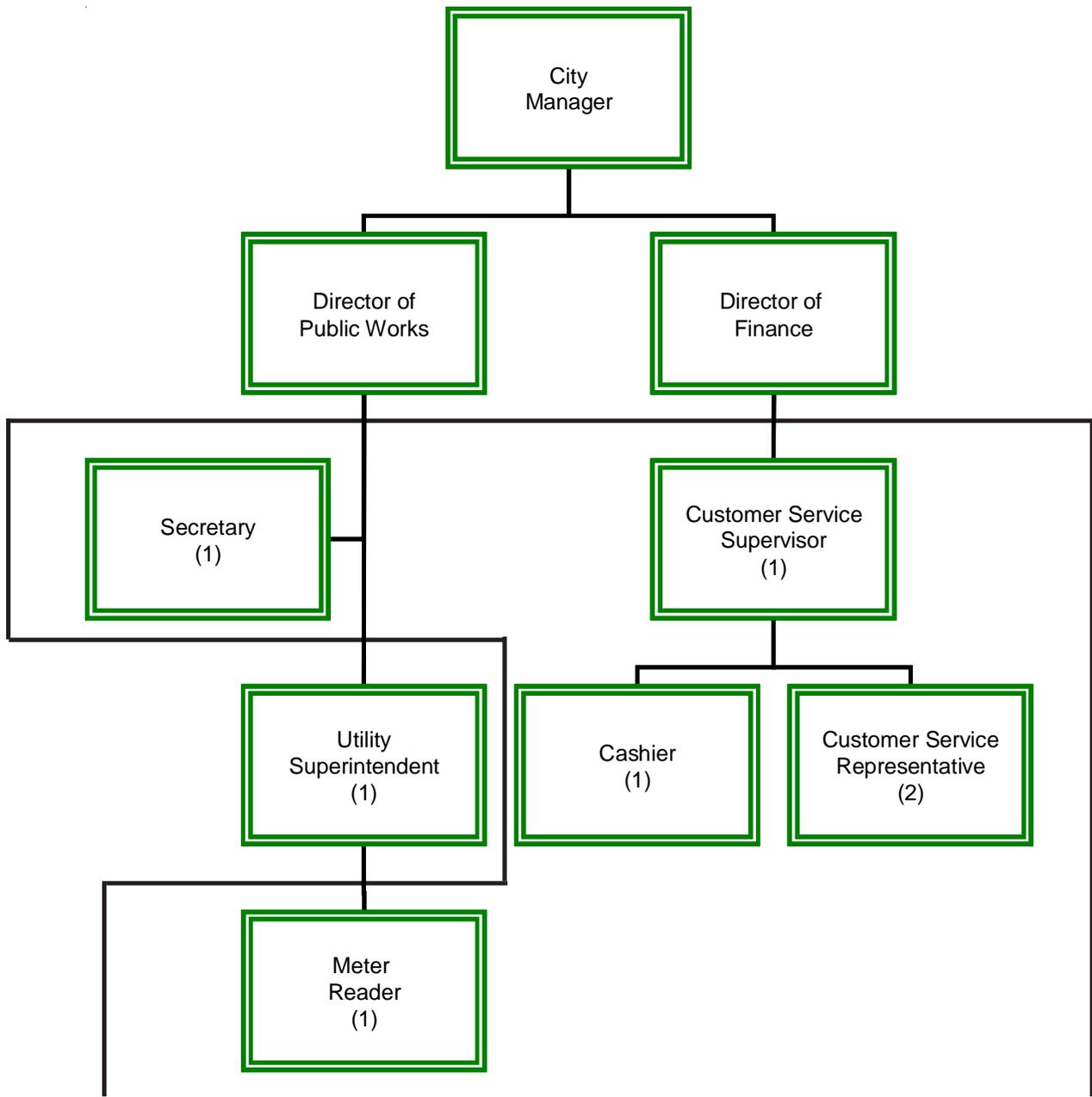
<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Employee Incentive*	\$0	\$70,000	\$0	\$70,400
Transfer to General Fund:				
Administrative Fee-Sanitation	127,100	127,100	127,100	127,100
Administrative Fee-Water/WW	311,289	311,289	311,289	311,289
Solid Waste Franchise Fee	102,000	102,000	102,000	102,000
Utility Contingency	0	0	70,400	0
Transfer to Utility Debt Service	1,630,940	1,612,441	1,612,441	1,585,494
Total Expenditures	\$2,171,329	\$2,222,830	\$2,223,230	\$2,196,283

<i>Personnel</i>	2006-07 Budget	2007-08 Budget	2008-09 Budget	2009-10 Budget
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

Major Budget Changes

No major budget changes.

Utility Administration



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

Utility Administration serves as the primary contact for utility customer requests for service, concerns, and inquiries. This department also maintains all utility customer records, bills for service provided, and monitors and collects active and inactive accounts receivable. Utility meter readers are also funded out of Utility Administration.

ADMINISTRATION

Utility Administration - 5000

FY10-11 ACCOMPLISHMENTS

Vision Element: Maintain Infrastructure
Objective: Upgrade and maintain infrastructure and facilities
Accomplishment: Coordinated the warranty replacement of 660 Hershey meters

FY11-12 GOALS & OBJECTIVES

Vision Element Maintain a well managed City
Objective: Enhance Customer Service
Goal: Provide the ability to make utility payments on the web site

Objective: Use new technology to improve areas of operations
Goal: Replace downtown water meters with new mosaic wi-fi meters

Vision Element Maintain Infrastructure
Objective: Upgrade and Maintain Infrastructure and Facilities
Goal: Coordinate the replacement of 1000 Hershey Water Meters (under warranty).

ADMINISTRATION

Utility Administration - 5000

DEPARTMENT STANDARDS

- 1 Establish service the same day as requested 100% of the time.
- 2 Perform re-reads as requested by the customer 100% of the time

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Work orders generated:				
General Repair	1,759	1,700	1,800	1,700
Rereads	782	275	800	500
Finals	1,201	1,200	1,200	1,200
Connects (no longer count sets)	1,250	1,500	1,400	1,300
Pressure Tests	472	350	300	350
2 Accounts billed monthly	8,758	8,800	8,800	8,800
3 First notices mailed (monthly average)	1,328	1,475	1,375	1,400
4 Customers served:				
phone calls per day	49	50	50	50
walk-up counter per day	5	6	6	5
5 Customers utilizing bank drafting	1,990	2,100	2,050	2,100

ADMINISTRATION - 5000

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
General Resources	\$411,418	\$418,493	\$424,775	\$444,960
Total Resources	\$411,418	\$418,493	\$424,775	\$444,960

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$185,835	\$181,000	\$186,487	\$186,700
Employee Benefits	63,359	64,700	65,160	69,700
Operating Expenses	135,704	145,755	146,090	163,840
Operating Transfers	26,520	27,038	27,038	24,720
Total Expenditures	\$411,418	\$418,493	\$424,775	\$444,960

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	1.00	1.00	1.00	1.00
Office/Clerical	4.00	4.00	4.00	4.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.00	1.00	1.00	1.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	6.00	6.00	6.00	6.00

Major Budget Changes

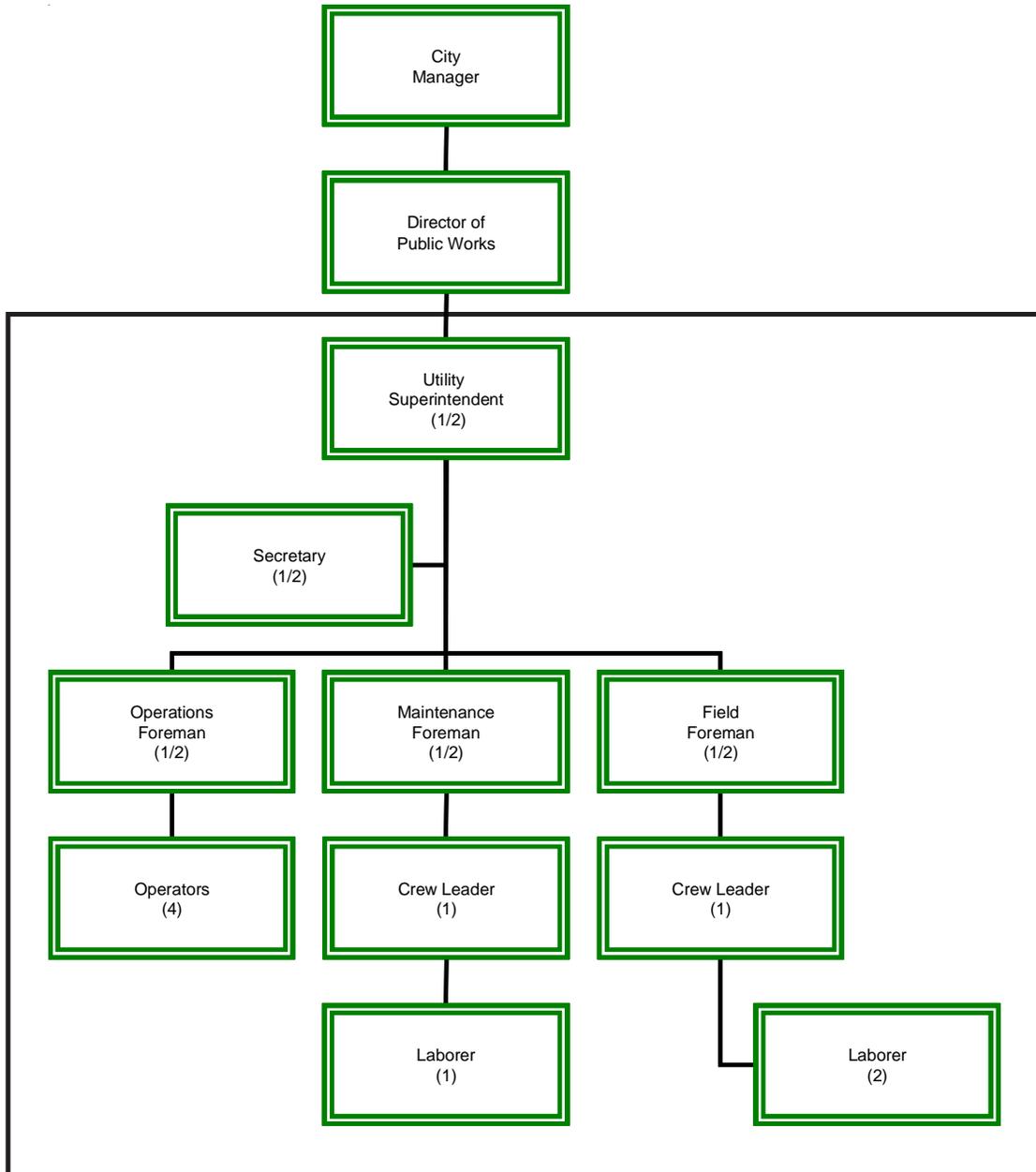
Communications increased by \$15,000 to pay for new high speed connection to the internet. Previous connection via Brazosport College adult learning center will no longer be an option. The Finance department is also bearing 50% of this cost.

UTILITY ADMINISTRATION - 5000

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$23,998	\$24,200	\$24,909	\$24,800
Office/Clerical	108,182	104,300	106,363	107,200
Management/Supervision	48,954	47,500	49,215	48,700
	181,134	176,000	180,487	180,700
Overtime	4,701	5,000	6,000	6,000
Group Insurance				
Health	22,605	22,700	23,168	24,100
Life	510	700	514	700
Dental	1,685	1,900	1,923	2,000
Long Term Disability	721	800	727	800
	25,521	26,100	26,332	27,600
Employee Benefits				
Social Security	13,996	13,800	13,769	14,300
Retirement	22,410	23,700	23,998	26,600
Workers Compensation	1,432	1,100	1,061	1,200
	37,838	38,600	38,828	42,100
Professional Service Fees				
Physician Examination	308	0	291	0
Outside Auditor	21,219	19,250	19,250	19,250
	21,527	19,250	19,541	19,250
Maintenance & Repair				
Equipment	65	550	550	800
Maintenance Contract	68,024	74,065	72,956	76,365
	68,089	74,615	73,506	77,165
Rental - Equipment	495	500	500	500
Insurance				
Property	185	300	387	435
Liability	1,150	1,250	798	890
	\$1,335	\$1,550	\$1,185	\$1,325

UTILITY ADMINISTRATION - 5000

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Communications	\$7,776	\$7,700	\$7,700	\$22,700
Training	70	300	358	300
Travel	0	100	100	100
Dues & Membership	600	600	600	600
General Supplies				
Office	34,958	39,240	41,500	40,800
Cleaning	0	1,100	1,100	1,100
Operating	854	800	0	0
	35,812	41,140	42,600	41,900
Operating Transfers				
Equipment Replacement	26,520	27,038	27,038	24,720
Unemployment Insurance	0	0	0	0
	26,520	27,038	27,038	24,720
Total Utility Administration	\$411,418	\$418,493	\$424,775	\$444,960



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Water Department is responsible for operating and maintaining systems for the production, storage, and distribution of potable water in accordance with requirements of the Texas Commission on Environmental Quality, the Texas Department of Health, the Texas Commission of Fire Protection and the United States Environmental Protection Agency. Operational activities are maintained on a 24 hour basis. The City has a contract to purchase 2 million gallons per day from the Brazosport Water Authority. Infrastructure maintained and operated by this department includes 130 miles of mains, valves, fire hydrants, 9,029 taps and meters, 12 water wells, 5 elevated tanks, 4 ground storage tanks, and 2 Booster Pump Stations. This department responds to citizen's requests concerning water leaks, water quality, high usage, and low pressure.

Utilities

Water - 5400

FY10-11 ACCOMPLISHMENTS

Vision Element: Maintain Infrastructure
Objective: Maintain Facilities and Equipment
Accomplished:

- 1) Replaced 600 3/4" and 60 1" Meters (meters for warranty exchange)
- 2) Well #12: Cleaned, Serviced, and Inspected Well Screen and Replaced Pump, Motor, Pump Discharge pipe and Service Controls
- 3) Replaced Well # 4 and 9 and drilled new well
- 4) Replaced Booster Pumps and Controls at Oak Drive Pump Station
- 5) Replaced 1,500 GPM Booster Pump and Controls at Beechwood Water Plant

Improve Assessment of Infrastructure

- 1) Started Adding Existing Fire Hydrant Database to GIS System
- 2) Updated Annual Assessment of Major Utility Equipment

Vision Element: Maintain Infrastructure
Objective: Improve Assessment of Infrastructure
Accomplished:

- 1) Started Adding Existing Fire Hydrant Database to GIS System
- 2) Updated Annual Assessment of Major Utility Equipment

FY11-12 GOALS & OBJECTIVES

Vision Element: Maintain Infrastructure
Objective: Maintain facilities and equipment
Goals:

- 1) Replace 900 3/4" and 100 1" Meters (meters for warranty exchange)
- 2) Replace 900 3/4" Meters (Capital Improvement Plan WAT 34)
- 3) Well # 14 Clean, Service, and Inspect Well Screen and Service Pump, Motor, Pump Discharge pipe and Service Controls
- 4) Replace Water Line on Wedgewood
- 5) Fire Hydrant maintenance program
- 6) Large Customer Meter Calibration

Objective: Improve Assessment of Infrastructure
Goals:

- 1) Complete Existing Fire Hydrant Database and add to GIS System
- 2) Update Annual Assessment of Major Utility Equipment

Department Projects:

- 1) Install transfer switch at Well # 15
- 2) Install transfer switch at Beechwood Water Plant

Utilities

Water - 5400

DEPARTMENT STANDARDS

- 1 Annual testing and calibration of meters for high-use customers representing 10% of total water sold
- 2 Replace residential water meters on a 10-year schedule
- 3 Paint, service, and flow test hydrants on a 10-year schedule
- 4 Manage the water system to achieve maximum available credit under the ISO Fire Suppression Rating Schedule

PROGRAM MEASURES

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
1 Total water produced by wells (million gallons)	787	675	780	800
2 Total water used from BWA (million gallons)	611	730	650	730
3 Total water distributed (million gallons)	1399	1,405	1,405	1,530
4 Red Water Complaints (days)	0	10	10	10
5 Taste and Odor Complaints (days)	0	10	10	10
6 TCEQ Production Capacity required (MGD)	10.00	10.04	10.00	10.00
7 TCEQ Production Capacity provided (MGD)	8.58	10.60	10.89	10.89
8 TCEQ total storage required (MG)	2.32	2.32	2.35	2.35
9 TCEQ total storage provided (MG)	6.55	6.55	6.55	6.55
10 Reclaimed water used (MG)	41	50	45	50
11 Customer service interruptions (customers hours)	533	400	192	400
12 # of leaks repaired	283	400	150	400
Avg. time from leak report to final cleanup (days)				
13 Main	12	20	6	20
14 Service	12	20	7	20
15 Fire hydrants serviced (%)	0%	0%	0%	10%
16 TCEQ Distribution Capacity requirement (MGD)	8.42	11.49	8.75	9.44
17 TCEQ Distribution Capacity Provided (MGD)	10.04	10.04	10.94	10.94
18 TCEQ EST Required (MG)	5.52	2.32	2.35	2.35
19 TCEQ EST Provided (MG)	6.43	2.55	6.55	6.55
20 Drought contingency plan activated (days)	78	0	0	0
21 Unaccounted water (% of total distributed)	15%	20%	19%	20%
22 New or replaced residential meters (%)	4%	10%	10%	20%
23 Large cust. meter evaluations (%) of total water distrib.	0%	0%	0%	5%
24 Full Staffing Level (%)	91%	100%	90%	100%

Notes:

- (2) Total Contract Amount per Year With BWA 730,000,000 gallons
- (22) Unfunded Meter replacement (replaced 700 3/4" and 100 1" meters for **warranty exchange**)

WATER - 5400

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Revenues	\$2,492,820	\$2,556,392	\$2,514,434	\$2,731,375
Total Resources	\$2,492,820	\$2,556,392	\$2,514,434	\$2,731,375

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$438,920	\$425,700	\$414,671	\$436,100
Employee Benefits	144,537	148,500	131,629	159,000
Operating Expenses	1,850,553	1,933,377	1,919,319	2,089,290
Capital Outlay	0	0	0	0
Operating Transfers	58,810	48,815	48,815	46,985
Total Expenditures	\$2,492,820	\$2,556,392	\$2,514,434	\$2,731,375

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	5.00	5.00	5.00	5.00
Office/Clerical	0.50	0.50	0.50	0.50
Technical	4.00	4.00	4.00	4.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	2.00	2.00	2.00	2.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	11.50	11.50	11.50	11.50

Major Budget Changes

BWA is increasing their rates by 10%, resulting in a \$119,720 increase for purchased water; we have budgeted \$15,000 for the large meter replacement program, and \$15,000 for the fire hydrant program.

WATER - 5400

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$136,862	\$137,700	\$119,360	\$143,600
Office/Clerical	14,890	15,600	14,969	16,000
Technical	138,036	134,200	128,558	136,100
Management/Supervision	99,668	94,200	99,784	96,400
	389,456	381,700	362,671	392,100
Overtime	49,464	44,000	52,000	44,000
Group Insurance				
Health	38,987	42,900	39,549	45,600
Life	640	1,400	999	1,400
Dental	3,214	3,500	3,283	3,800
Long Term Disability	1,549	1,900	1,427	2,000
	44,390	49,700	45,258	52,800
Employee Benefits				
Social Security	33,436	32,600	29,864	33,400
Retirement	53,032	55,700	51,837	62,100
Workers Compensation	13,679	10,500	4,670	10,700
	100,147	98,800	86,371	106,200
Professional Service Fees				
Physician Examination	356	700	600	700
Large Meter Evaluation	0	0	0	15,000
Environmental Consultant	0	5,000	2,500	5,000
Lab Work	11,094	15,000	15,000	15,000
Brazoria County Conservation	21,885	23,000	25,000	23,000
	33,335	43,700	43,100	58,700
BWA - Water Purchase	1,197,200	1,197,200	1,197,200	1,316,920
Maintenance & Repair				
Building	525	3,000	3,000	3,000
Water Production/Distribution	90,514	110,012	110,000	110,000
Fire Hydrant Maintenance	12,795	0	0	15,000
Wells	48,281	74,000	73,200	65,000
Vehicles	9,911	10,000	7,400	10,000
Equipment	47,450	57,000	50,000	76,000
Maintenance Contracts	12,011	20,000	18,900	21,000
	221,487	274,012	262,500	300,000

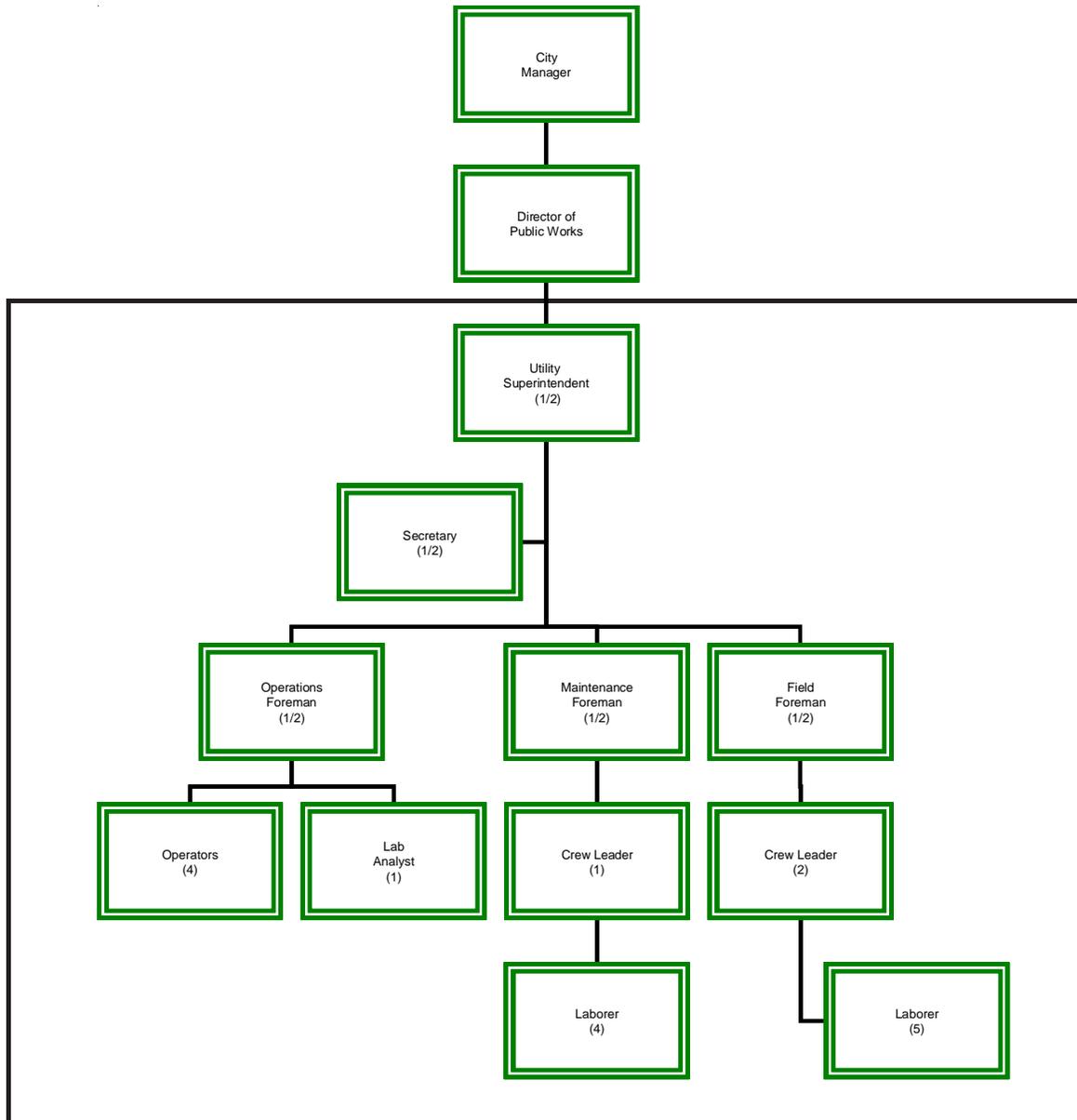
WATER - 5400

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Rental - Vehicle & Equipment	\$0	\$1,500	\$0	\$0
Insurance				
Property	-324	365	168	190
Liability	3,724	4,000	2,851	3,180
	3,400	4,365	3,019	3,370
Communication	25,663	23,000	23,000	23,000
Advertising	4,061	5,000	5,000	5,000
Training	4,305	6,900	5,700	6,900
Travel	423	1,000	800	1,000
Dues and Memberships	1,610	2,500	2,500	2,500
State Permit	26,578	25,000	25,000	25,000
General Supplies				
Office	355	600	600	600
Wearing Apparel	3,594	5,500	4,500	5,500
Gasoline & Diesel	18,616	14,000	17,800	21,500
Fuel - CNG	-15	1,800	0	0
Operating	43,261	50,000	50,000	50,000
Meters	20,993	30,000	30,000	15,000
Chemicals	37,128	42,000	36,300	42,000
	123,932	143,900	139,200	134,600
Electricity & Natural Gas	208,559	205,300	212,300	212,300
Capital Outlay	0	0	0	0
Operating Transfers				
Equipment Replacement	58,810	48,815	48,815	46,985
Unemployment Insurance	0	0	0	0
	58,810	48,815	48,815	46,985
Total Water Production	\$2,492,820	\$2,556,392	\$2,514,434	\$2,731,375



Collapsed sewer line being repaired in the Oyster Bend Subdivision.

Wastewater



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Wastewater Department is responsible for the operation and maintenance of the wastewater collection and reclamation systems. Wastewater generated by customers throughout the City flows through a gravity mains to a series of lift stations where it is pumped to the Reclamation Center. There are currently four “master” lift stations which pump directly to the Reclamation Center, and 38 lift stations which serve various subdivisions or convey wastewater to a “master” lift station. At the Water Reclamation Center wastewater is processed in accordance with State and Federal regulations. Reclaimed water is discharged to the Brazos River. Activities in this department include emergency response to stoppages, routine cleaning and inspection of mains, pump and valve maintenance, laboratory analysis, and 24/7 operations of the lift stations and Reclamation Center.

Utilities

Wastewater Collection & Reclamation - 6000

FY10-11 ACCOMPLISHMENTS

- Vision Element:** Maintain Infrastructure
Objective: Upgrade and Maintain Infrastructure and Facilities
Accomplished:
- 1) Replaced Controls to the EQ Basin at the Water Reclamation
 - 2) Replaced Blower # 4
 - 3) Installed Safety Hoist in the Blower Room at the Water Reclamation Center
 - 4) Began Engineering of Sewer Line replacement on Blossom
 - 5) Completed upgrades at Lift Stations 1, 20, 35
 - 6) Replaced sewer line behind Church's Chicken on Plantation Dr
 - 7) Installed Emergency Power at LS 1 and 35
 - 8) Completed relocation of wastewater collection system to accommodate SH332 improvements
- Objective:** Improve assessment of infrastructure
Accomplished:
- 1) Updated Annual Assessment of Major Utility Equipment
- Department Projects:**
- 1) Developed Sanitary Sewer Overflow Initiative Plan

FY11-12 GOALS & OBJECTIVES

- Vision Element:** Maintain Infrastructure
Objective: Maintain facilities and equipment
Goal:
- 1) Replace Blower # 8
 - 2) Replacement of Sewer Line on Blossom
- Objective:** Improve assessment of infrastructure
Goals:
- 1) Update Annual Assessment of Major Utility Equipment
 - 2) Establish standards and schedule for mapping and assessment of sanitary sewer system.
- Department Projects:** Implement Sanitary Sewer Overflow Initiative Plan as required by TCEQ
- 1) Sewer Main Cleaning
 - 2) Sewer Mains Inspecting
 - 3) Manholes Rehabilitating

Utilities

Wastewater Collection & Reclamation - 6000

DEPARTMENT STANDARDS

- 1 Clean, inspect, and test collection system on a 15-year schedule
- 2 No wet weather sanitary sewer overflows or backups for less than a 2-Year rainfall event
- 3 Operate DCWRC to discharge 5 mg/L total suspended solids (TSS) and biological oxygen demand (BOD) (TCEQ Permit is 20 mg/L)

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 Linear Feet of sewer mains cleaned	20,232	110,000	25,000*	110,000
2 Linear Feet of sewer mains recorded on video	2,725	50,000	5,000*	50,000
3 Number of sewer leaks repaired	3	70	4*	70
4 Number of sewer main blockages cleared	37	75	40	75
5 Number of manholes rehabilitated	64	75	32*	75
6 Excess wet weather flow (MG)	124	250	122	250
7 Sanitary sewer overflows (#)	3	50	2	0
8 Service area evaluated (%)	0%	5%	0%*	5%
9 Odor complaints (#)	0	10	10	10
10 Total millions gallons treated	2,058	1,400	1,150	1,400
11 Estimated dry tons sludge produced	314	500	300	500
12 Percent of samples less than 5mg/l BOD	100.0%	100%	96%	100%
13 Percent of samples less than 5mg/l TSS	96.0%	100%	87%	100%
14 Excess lbs. BOD removed beyond TCEQ Requirements	238,428	253,760	242,532	253,760
15 Excess lbs. TSS removed beyond TCEQ Requirements	413,763	253,760	241,165	253,760
16 Full Staffing Level (%)	90%	100%	90%	100%

* FY10-11 Reduced number due to hiring freeze

WASTEWATER - 6000

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Revenues	\$2,162,287	\$2,225,495	\$2,134,825	\$2,282,441
Total Resources	\$2,162,287	\$2,225,495	\$2,134,825	\$2,282,441

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$594,995	\$643,500	\$598,106	\$672,400
Employee Benefits	204,449	230,900	197,671	250,400
Operating Expenses	1,263,258	1,263,450	1,251,403	1,226,750
Capital Outlay	0	0	0	0
Operating Transfers	99,585	87,645	87,645	132,891
Total Expenditures	\$2,162,287	\$2,225,495	\$2,134,825	\$2,282,441

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2009-10 Budget	2011-12 Budget
Service/Maintenance	12.00	12.00	12.00	12.00
Office/Clerical	0.50	0.50	0.50	0.50
Technical	5.00	5.00	5.00	5.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	2.00	2.00	2.00	2.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	19.50	19.50	19.50	19.50

Major Budget Changes

Salary and benefits increased by \$48,400; Equipment replacement increased by \$45,246 due to the purchase of a vector truck.

WASTEWATER - 6000

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$295,742	\$323,800	\$279,318	\$332,900
Office Clerical	14,890	15,600	14,969	16,000
Technical	124,449	154,900	139,035	172,100
Management/Supervision	99,668	94,200	99,784	96,400
	534,749	588,500	533,106	617,400
Overtime	60,246	55,000	65,000	55,000
Group Insurance				
Health	65,449	73,800	65,090	78,400
Life	876	2,300	1,487	2,400
Dental	4,706	6,000	5,402	6,500
Long Term Disability	1,860	2,900	2,120	3,000
	72,891	85,000	74,099	90,300
Employee Benefits				
Social Security	45,438	49,200	43,669	51,400
Retirement	71,983	84,300	75,180	95,700
Workers Compensation	14,137	12,400	4,723	13,000
	131,558	145,900	123,572	160,100
Professional Services				
Physician Examination	618	1,500	1,000	1,500
Environmental Consultant	0	15,000	10,000	10,000
	618	16,500	11,000	11,500
Testing Laboratory	14,682	15,000	15,200	15,000
Sludge Disposal	41,590	65,000	55,000	55,000
Maintenance & Repair				
Building	22,232	26,000	25,300	26,000
Wastewater Collection System	51,985	53,000	53,000	53,000
Vehicles	28,673	30,000	30,000	30,000
Equipment	250,330	190,000	190,000	190,000
Maintenance Contracts	30,837	41,000	40,300	42,000
	384,057	340,000	338,600	341,000
Rental - Equipment	35,311	40,000	39,612	40,000

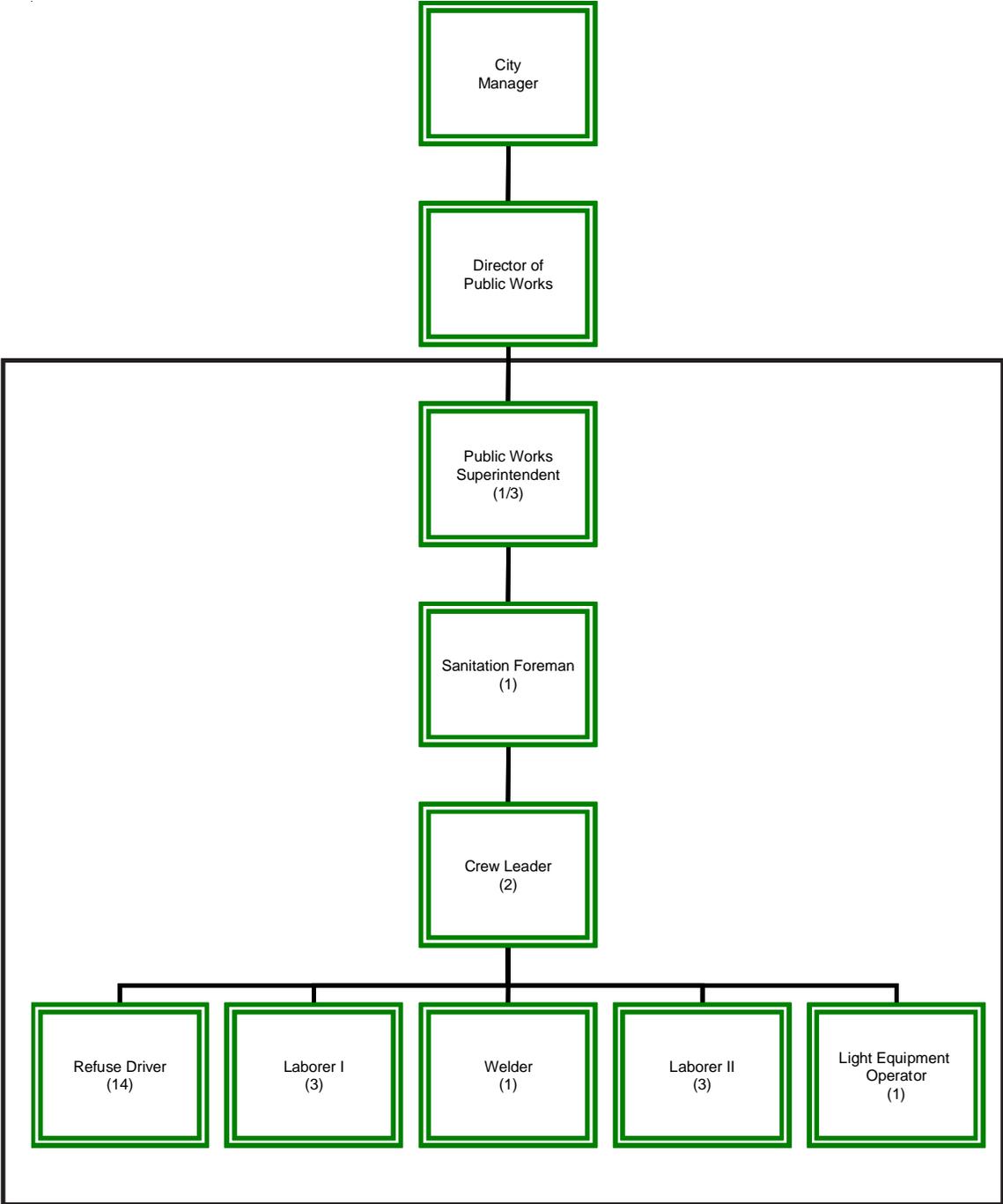
WASTEWATER - 6000

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Insurance				
Property	21,852	22,600	24,652	25,720
Liability	6,034	6,500	6,386	7,130
	27,886	29,100	31,038	32,850
Communication	6,043	6,100	5,600	6,100
Training	3,954	7,000	4,500	7,000
Travel	528	1,000	700	1,000
Dues & Memberships	\$1,553	\$3,000	\$2,500	\$3,000
State Inspection	42,857	36,000	36,953	37,000
General Supplies				
Office	\$692	\$700	\$700	\$700
Wearing Apparel	5,943	5,800	5,700	5,800
Gasoline & Diesel	33,840	33,800	45,000	39,200
Fuel - CNG	4,382	9,700	3,100	3,400
Operating	38,490	45,250	40,700	40,000
Chemicals	134,964	159,500	159,500	155,000
	218,311	254,750	254,700	244,100
Electricity	485,868	450,000	456,000	433,200
Capital Outlay	0	0	0	0
Operating Transfers				
Equipment Replacement	99,585	87,645	87,645	132,891
Unemployment Insurance	0	0	0	0
	99,585	87,645	87,645	132,891
Total Wastewater	\$2,162,287	\$2,225,495	\$2,134,825	\$2,282,441



Recycle Day for Sanitation Workers

Sanitation



The outlined portion of this organizational chart represents those positions budgeted within this department.

Program Description

The Sanitation Department provides for the removal of all trash and rubbish. Each residential unit in the City receives household garbage collection service two times per week and special collection of large items and brush twice per month on an as needed basis. This department operates and maintains a mulching facility located at 103 Canna Lane. Commercial collection service is provided to commercial and industrial customers, with service levels dictated by the needs of each individual customer. Curbside recycling services, through a “blue bag” system, is provided once per week to residential customers. Apartment complexes and schools receive containerized recycling services. The city participates as the “performing party” for the Southern Brazoria Clean Cities Coalition, and has contracted for disposal and recyclable processing provided by Brazoria County Environmental Center, located on FM523.

Public Works Sanitation - 7600

FY10-11 ACCOMPLISHMENTS

- Department Projects:**
1. Achieved the departments goal of working 365 days without a lost time accident or injury.
 2. Completed labeling 95% of all dedicated commercial dumpsters
 3. Continued to check the commercial routes against billing database
 4. Continued to provide outstanding service both residential and commercial.

FY11-12 GOALS & OBJECTIVES

- Department Projects:**
1. Achieve the departments goal of working 365 days without a lost time accident or injury.
 2. Maintain labeling all dedicated commercial dumpsters.
 3. Continue to check the commercial accounts against billing database.
 4. Continue to provide outstanding service both to our residential and commercial customers.

PUBLIC WORKS

Sanitation - 7600

DEPARTMENT STANDARDS

- 1 Collect Household Garbage, Twice Weekly by 5:00 p.m.
- 2 Collect Residential Heavy Trash, Twice Monthly within Scheduled Week
- 3 Provide Free Mulch for Citizens and City Departments

PROGRAM MEASURES

	2009-10	2010-11	2010-11	2011-12
	Actual	Budget	Estimated	Adopted
1 % of days household garbage is collected by 5 p.m.	99%	99%	99%	99%
2 % of time heavy trash is collected within scheduled week	100%	100%	100%	100%
3 Commercial/Apartments customers	528	540	543	550
4 Residential Customers	8,229	8,260	8,235	8,260
5 Refuse collected:				
Residential Garbage (Compacted Cubic Yards)	22,214	26,000	24,000	26,000
Commercial Garbage (Compacted Cubic Yards)	29,898	38,000	36,000	38,000
Large Trash to Landfill (Non-Comp. Cu. Yards)	20,340	38,000	32,000	38,000
Large Trash to Woodgrinding Site (Non-Comp Cu. Yards)	48,469	46,000	43,500	46,000
Curbside Recyclables Hauled (Cu. Yards)	7,600	8,000	7,500	8,000
Recycled Tires	569	600	700	700
6 Recyclables - schools/apartments (Cu. Yds.)	580	600	575	600
7 Recycled Oil (Gallons)	3,100	2,500	4,500	4,800
8 Full Staffing Level (%)	89	100%	96%	100%

*full staffing level achieved with temporary labor.

SANITATION - 7600

<i>Resources</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Operating Revenues	\$2,714,077	\$2,844,909	\$2,779,869	\$2,900,298
Total Resources	\$2,714,077	\$2,844,909	\$2,779,869	\$2,900,298

<i>Expenditures</i>	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages	\$961,961	\$897,600	\$944,987	\$935,900
Employee Benefits	286,162	320,200	290,178	345,600
Operating Expenses	1,024,719	1,131,884	1,049,479	1,118,163
Capital Outlay	0	0	0	0
Operating Transfers	441,235	495,225	495,225	500,635
Total Expenditures	\$2,714,077	\$2,844,909	\$2,779,869	\$2,900,298

<i>Personnel</i>	2008-09 Budget	2009-10 Budget	2010-11 Budget	2011-12 Budget
Service/Maintenance	23.00	23.00	23.00	23.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	1.00	1.00	1.00	1.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.34	1.34	1.34	1.34
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	25.34	25.34	25.34	25.34

Major Budget Changes

Salary and benefits increased by \$63,700.

SANITATION - 7600

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Salaries & Wages				
Service/Maintenance	\$603,270	\$662,400	\$644,265	\$680,500
Technical	38,959	37,900	39,245	38,200
Management/Supervision	62,331	60,800	64,477	62,200
	704,560	761,100	747,987	780,900
Overtime	110,391	74,000	120,000	90,000
Contract Labor	147,010	62,500	77,000	65,000
Group Insurance				
Health	85,246	95,800	92,719	101,800
Life	-290	3,100	2,083	3,100
Dental	6,308	7,900	7,694	8,500
Long Term	2,458	3,800	2,976	3,900
	93,722	110,600	105,472	117,300
Employee Benefits				
Social Security	60,519	63,900	61,226	66,400
Retirement	97,884	109,400	107,604	124,000
Workers Compensation	34,037	36,300	15,876	37,900
	192,440	209,600	184,706	228,300
Physician Examination Fee	712	500	1,200	500
Professional Service Technical				
Waste Disposal Contract	541,760	661,180	592,000	667,993
Wood Grinding Services	134,729	101,200	110,000	101,200
	676,489	762,380	702,000	769,193
Maintenance & Repair				
Landfill	12	0	0	0
Landfill Road	0	3,000	3,000	2,000
Chipping Facility	2,462	6,500	6,500	2,000
Vehicles	177,138	148,909	165,000	180,000
Contracts	360	1,075	1,000	1,000
Containers	6,893	15,000	10,000	10,000
	186,865	174,484	185,500	195,000
Rental - Vehicles	\$735	\$1,000	\$1,000	\$1,000

SANITATION - 7600

	2009-10 Actual	2010-11 Budget	2010-11 Estimated	2011-12 Adopted
Insurance				
Property	\$1,417	\$1,420	\$1,144	\$1,290
Liability	31,139	29,000	21,835	24,380
	32,556	30,420	22,979	25,670
Communication	879	1,000	2,200	2,200
Training	0	3,000	3,000	3,000
General Supplies				
Office	1,107	800	800	800
Wearing	7,762	9,000	9,000	9,000
Gasoline & Diesel	40,367	54,000	55,200	40,300
Fuel - CNG	61,521	80,000	51,500	56,500
Operating	15,726	15,300	15,100	15,000
	126,483	159,100	131,600	121,600
Capital Outlay	0	0	0	0
Operating Transfers				
Equipment Replacement	441,235	495,225	495,225	500,635
Unemployment Insurance	0	0	0	0
	441,235	495,225	495,225	500,635
Total Sanitation	\$2,714,077	\$2,844,909	\$2,779,869	\$2,900,298

SANITATION DEPARTMENT PROFORMA

RESOURCES

	Actual 2007 - 08	Actual 2008 - 09	Actual 2009 - 10	Budgeted 2010 - 11	Projected 2010 - 11	Proposed 2010 - 11
Residential Fees	\$ 1,354,381	\$ 1,379,606	\$ 1,380,082	\$ 1,380,960	\$ 1,380,960	\$ 1,425,660
Apartment Dumpster Fees	416,172	444,654	466,519	471,744	471,744	502,157
Commercial Dumpster Fees	624,209	623,646	636,258	642,266	642,266	661,534
Roll-Off Fees	150,619	181,560	131,416	125,000	140,000	130,000
Compactor Fees	166,639	148,931	126,462	150,000	110,000	115,000
Dumpster Initial Set Fees	-	9,450	9,075	8,000	8,000	8,000
Recycling Service Fees	227,371	238,344	240,054	240,840	240,840	242,772
Recycling Service Rebate	-	-	-	-	-	-
Misc. Operating Revenues	32,356	17,974	30,633	20,000	28,000	31,000
Alternate Fuel Credit	-	-	-	-	40,940	-
Disater Aid	-	-	-	-	-	-
Write-Offs	(755)	(6,847)	-	-	-	-
Total Operating Revenues	\$ 2,970,992	\$ 3,037,318	\$ 3,020,499	\$ 3,038,810	\$ 3,062,750	\$ 3,116,123

EXPENDITURES

	Actual 2007 - 08	Actual 2008 - 09	Actual 2009 - 10	Budgeted 2010 - 11	Projected 2010 - 11	Proposed 2010 - 11
Salaries & Wages	\$ 657,879	\$ 713,195	\$ 705,278	\$ 761,100	\$ 747,987	\$ 780,900
Overtime	91,237	89,387	109,673	74,000	120,000	90,000
Employee Incentive	-	-	-	30,800	-	31,200
Contract Labor	162,709	202,766	147,010	62,500	77,000	65,000
Group Insurance	80,944	86,688	93,722	110,600	105,472	117,300
Social Security	54,487	59,879	60,519	63,900	61,226	66,400
Retirement	82,413	95,317	97,884	109,400	107,604	124,000
Tuition Reimbursement	-	-	-	-	-	-
Worker's Compensation	46,083	30,724	34,037	36,300	15,876	37,900
Professional Service Fees	660	547	712	500	1,200	500
Waste Disposal & Woodgrinding	698,584	682,903	676,489	762,380	702,000	769,193
Maintenance & Repairs	155,458	207,680	186,865	174,484	185,500	195,000
Rentals	1,092	847	735	1,000	1,000	1,000
Insurance	31,778	29,100	32,556	30,420	22,979	25,670
Communications	605	575	879	1,000	2,200	2,200
Advertising	-	136	-	200	-	-
Training & Travel	3,006	-	18	3,100	3,100	3,000
General Supplies	160,303	148,176	126,465	158,800	131,500	121,600
Capital Outlay	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-
Equipment Replacement	400,000	423,870	441,235	495,225	495,225	500,635
Billing Services	92,800	118,704	122,878	125,293	127,425	134,280
Administrative Transfer	127,100	127,100	127,100	127,100	127,100	127,100
Total Operating Expend	\$ 2,847,138	\$ 3,017,594	\$ 2,964,055	\$ 3,128,102	\$ 3,034,394	\$ 3,192,878

NET OF OPERATING

\$ 123,854	\$ 19,724	\$ 56,444	\$ (89,292)	\$ 28,356	\$ (76,755)
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NON - OPERATING REVENUE

Administrative Services	\$ 60,484	\$ 60,952	\$ 63,537	\$ 61,500	\$ 57,939	\$ 56,010
Transfer from Gen. Contengency	-	-	30,800	30,800	30,800	31,200
Utility Contingency	-	38,000	-	-	-	-
Non-Operating Interest	25,750	8,600	4,999	4,900	4,925	4,765
Total Non-Operating Revenue	\$ 86,234	\$ 107,552	\$ 99,336	\$ 97,200	\$ 93,664	\$ 91,975

NON - OPERATING EXPEND

Franchise Fee	\$ 102,000	\$ 102,000	\$ 102,000	\$ 102,000	\$ 102,000	\$ 102,000
Utility Contingency	38,000	-	-	-	31,200	-
Loss on Disposal of Fixed Assets	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Total Non-Operating Exp	\$ 140,000	\$ 102,000	\$ 102,000	\$ 102,000	\$ 133,200	\$ 102,000

NET GAIN (LOSS)

\$ 70,088	\$ 25,276	\$ 53,780	\$ (94,092)	\$ (11,180)	\$ (86,780)
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Utility employees installing a base for a thousand gallon per minute booster pump at Beechwood Water Plant.

UTILITY DEBT SERVICE FUND



LAKE JACKSON

City of Enchantment



UTILITY DEBT SERVICE FUND

The Utility Debt Service Fund is used for the accumulation of resources for the payment of Water and Sewer Revenue Bonds; and also to provide a reserve as provided by the City's bond ordinances.

The bond ordinances require that amounts sufficient to pay the next scheduled principal and interest payment be paid into a sinking account in monthly installments. Additionally, bond ordinances require a reserve in an amount equal to the succeeding fiscal year's interest and principal payment be accumulated and maintained. The reserve is to be accumulated within 61 months from the date additional bonds are issued. Thus, each month there must be deposited in this fund 1/6th of the next maturing interest (which is paid semiannually), and 1/12th of the next maturing principal (which is paid annually).

For FY 2011-12 the required reserve balance is \$1,503,501; and the required balance designated for interest and sinking is \$651,813.

In May, 2007, the City issued \$2.0 million, Water and Sewer Revenue Bonds for financing repairs on lift stations and sewer lines. In Fiscal 2010, the City issued \$1.69 million Water and Sewer Revenue Bonds to fund three water wells; \$860,000 in Series, 2009 Water and Sewer Refunding bonds; and \$8.775 million in Series 2010 Water and Sewer Refunding Revenue Bonds.

At September 30, 2011 our required balance in this fund is:

Reserve Portion	\$1,477,275
Interest and Sinking Portion:	
October 15, 2011 interest payment (5/6th)	161,813
April 15, 2012 principal payment (5/12th)	506,250
	2,145,338

At September 30, 2012 our required balance in this fund is

Reserve Portion	\$1,503,501
Interest and Sinking Portion:	
October 15, 2012 interest payment (5/6th)	149,730
April 15, 2013 principal payment (5/12th)	502,083
	2,155,314

The debt service on Water and Sewer Bonds, i.e., the amount transferred from the Utility Fund, is provided by Water and Sewer Fees. Issuance of additional bonds may impact Water and Sewer fees, but will have no impact on property tax rates.

It is the City's policy to fund as many projects as possible from the Utility Projects Fund and to incur new debt on only the larger projects. In determining the timing for issuance of new debt, the objective is to minimize the overall debt service. Therefore new debt issuance is usually timed to coincide with a decrease in current debt service.

UTILITY DEBT SERVICE FUND

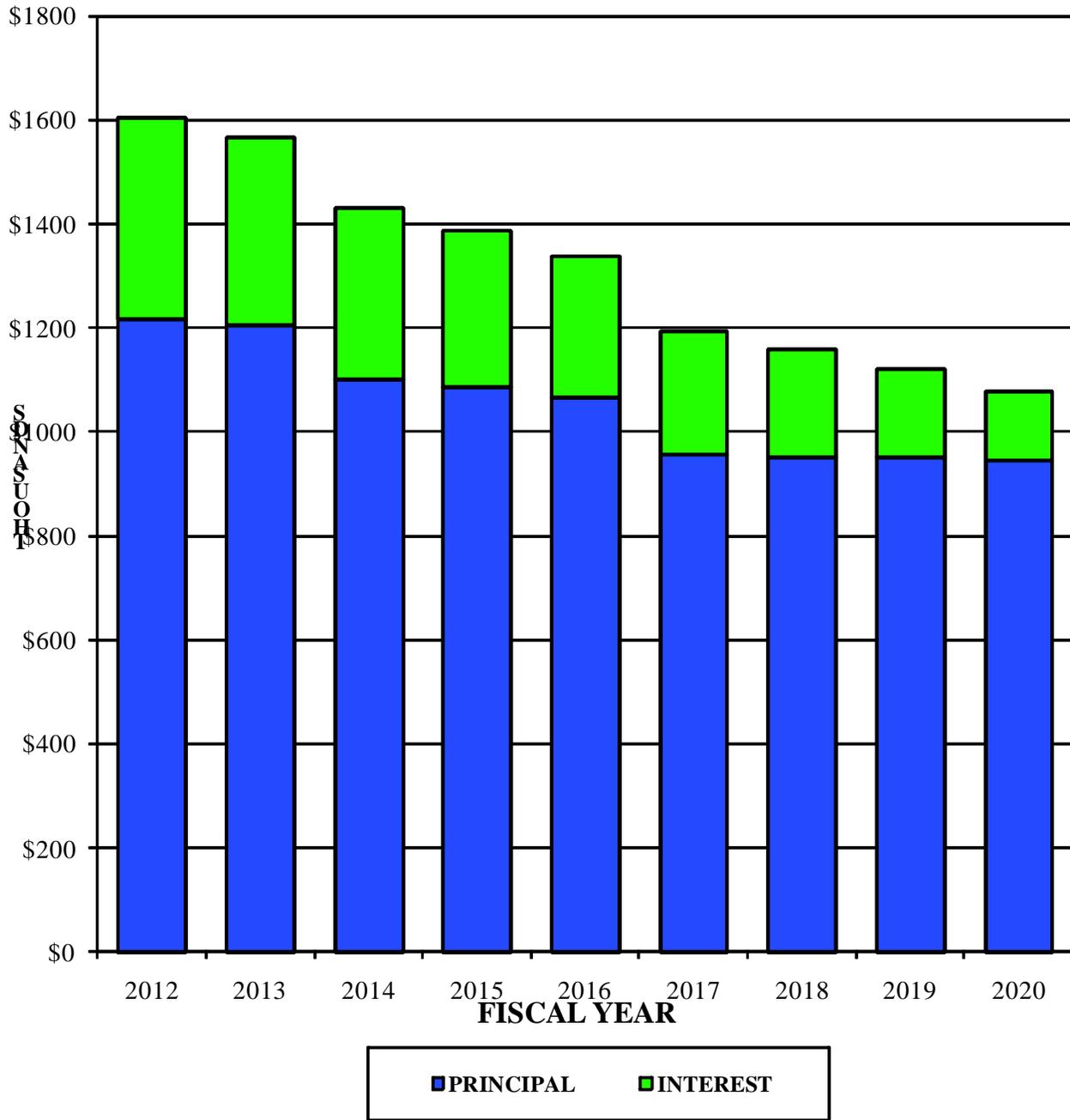
<i>RESOURCES</i>	ACTUAL	BUDGET	ESTIMATE	ADOPTED
	2009 - 10	2010 - 11	2010 - 11	2011 - 12
Cash Balance	\$ 950,600	\$ 2,205,310	\$ 2,205,310	\$ 2,167,170
Revenues				
Transfer from:			MINIMUM TRANSFER	
Utility Fund	\$ 1,630,940	\$ 1,612,441	\$ 1,612,441	\$ 1,585,494
WWTP Construction	0	0	0	0
Debt Service Reserve	1,197,200	0	0	0
Interest Income	12,261	10,000	10,000	10,000
Bond proceeds	9,903	0	0	0
	\$ 2,850,304	\$ 1,622,441	\$ 1,622,441	\$ 1,595,494
Total Resources	\$ 3,800,904	\$ 3,827,751	\$ 3,827,751	\$ 3,762,664

<i>EXPENDITURES</i>	ACTUAL	BUDGET	ESTIMATE	ADOPTED
	2009 - 10	2010 - 11	2010 - 11	2011 - 12
Principal	\$ 1,070,000	\$ 1,260,000	\$ 1,260,000	\$ 1,215,000
Interest	524,595	396,581	396,581	388,350
Paying Agent Fees	1,000	4,000	4,000	4,000
Total Expenditures	\$ 1,595,595	\$ 1,660,581	\$ 1,660,581	\$ 1,607,350
Ending Cash Balance	\$ 2,205,310	\$ 2,167,170	\$ 2,167,170	\$ 2,155,314
FY 2011 REQUIRED BALANCE			2,145,338	
FY 2012 REQUIRED BALANCE				2,155,314

**WATERWORKS & SEWER SYSTEM
DEBT SERVICE SCHEDULE**

DATE	2007 SERIES FISCAL TOTALS		2009 SERIES FISCAL TOTALS		2009 (REF) SERIES FISCAL TOTALS		2010 (REF) SERIES FISCAL TOTALS		GRAND TOTALS		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	PRINCIPAL	INTEREST	TOTAL
2011 - 12	100,000	65,500	85,000	65,425	185,000	15,100	845,000	242,325	1,215,000	388,350	1,603,350
2012 - 13	100,000	60,500	85,000	62,025	190,000	11,400	830,000	225,425	1,205,000	359,350	1,564,350
2013 - 14	100,000	56,000	85,000	58,625	100,000	7,600	815,000	208,825	1,100,000	331,050	1,431,050
2014 - 15	100,000	52,000	85,000	55,225	100,000	5,350	800,000	188,450	1,085,000	301,025	1,386,025
2015 - 16	100,000	48,000	85,000	51,825	95,000	2,850	785,000	168,450	1,065,000	271,125	1,336,125
2016 - 17	100,000	44,000	85,000	48,850			770,000	144,900	955,000	237,750	1,192,750
2017 - 18	100,000	40,000	85,000	45,875			765,000	121,800	950,000	207,675	1,157,675
2018 - 19	100,000	36,000	85,000	42,900			765,000	91,200	950,000	170,100	1,120,100
2019 - 20	100,000	32,000	85,000	39,500			760,000	60,600	945,000	132,100	1,077,100
2020 - 21	100,000	28,000	85,000	36,100			755,000	30,200	940,000	94,300	1,034,300
2021-22	100,000	24,000	85,000	32,700					185,000	56,700	241,700
2022-23	100,000	20,000	85,000	29,300					185,000	49,300	234,300
2023-24	100,000	16,000	85,000	25,688					185,000	41,688	226,688
2024-25	100,000	12,000	85,000	22,075					185,000	34,075	219,075
2025-26	100,000	8,000	85,000	18,463					185,000	26,463	211,463
2026-27	100,000	4,000	85,000	14,850					185,000	18,850	203,850
2027-28			85,000	11,025					85,000	11,025	96,025
2028-29			80,000	7,200					80,000	7,200	87,200
2029-30			80,000	3,600					80,000	3,600	83,600
TOTAL	1,600,000	546,000	1,605,000	671,250	670,000	42,300	7,890,000	1,482,175	11,765,000	2,741,725	14,506,725

UTILITY REVENUE BOND DEBT SERVICE SCHEDULE



**UTILITY DEBT SERVICE FUND
SCHEDULE OF BONDS OUTSTANDING**

REVENUE BOND ISSUE	AMOUNT OF ISSUE	INTEREST RATE	YEAR OF MATURITY	AMOUNT OUTSTANDING @ 10/01/11	2011-12 PRINCIPAL DUE	2011-12 INTEREST DUE	2011-12 TOTAL DUE
SERIES 2007	2,000,000	4.10	2027	1,600,000	100,000	65,500	165,500
SERIES 2009	1,690,000	4.14	2029	1,605,000	85,000	65,425	150,425
SERIES 2009 Ref	860,000	2.30	2015	670,000	185,000	15,100	200,100
SERIES 2010 Ref	8,775,000	3.00	2021	7,890,000	845,000	242,325	1,087,325
TOTAL ALL ISSUES				\$11,765,000	\$1,215,000	\$388,350	\$1,603,350

SERIES 2009 REFUNDING BONDS

Water and Sewer Revenue Bonds Series 1993 A (REFUNDED)

Proceeds from the 1993A Series funded the following projects:

Sewer line replacements on all or a portion of Poinsettia, Wisteria, Palm Lane, Camellia, Jasmine, Circle Way, Cherry, Acacia, Mimosa, Oak Dr. South, Circle Way / Oak Drive, Camellia, Gardenia, Blackberry, Caladium, Cypress and Jonquil.

Lift Station Rehabilitations at Lift Station # 1, Huisache Lift Station, Magnolia Lift Station and Sycamore Lift Station.

Water and Sewer Revenue Bonds Series 1996 (REFUNDED)

Proceeds from the 1996 Series funded the following projects:

Water line replacements on all or a portion of Pin Oak, Palm Lane, Caladium, Redwood, Cypress, Jonquil, Gardenia, Hawthorn, Daisy, Blossom, Moss, Bois D' Arc, Walnut, FM 2004, Winding Way, Trumpet Vine, Grapevine and Azalea.

Sewer line replacements on all or a portion of Carnation, Caladium Court and Winding Way.

Construction of a new one million gallon ground storage tank.

Construction of new and rehabilitation of existing Sewer lines and lift stations to enable the City to provide sewer service to undeveloped areas in the northeast portion of the City. Actual construction of this project has not yet commenced.

SERIES 2010 REFUNDING BONDS

Wastewater Treatment Plant Revenue Bonds Series 2000 (REFUNDED)

Proceeds from the 2000 Series funded the expansion of the Wastewater Treatment Plant.

Water and Sewer Revenue Bonds Series 2007

Proceeds from the 2007 Series will fund the following projects:

Non potable irrigation, Lift Station repair & upgrades, Center Way Sewer 400 block; painting of the Balsam Tower, and Utility relocates on Hwy 288/332; and FM 2004.

Water and Sewer Revenue Bonds Series 2009

Proceeds from the 2009 Series will fund:

Three water wells

**UTILITY SYSTEM
PLEGDED REVENUE COVERAGE PROJECTIONS**

		<u>2010</u>	<u>2011</u>	<u>2011</u>	<u>2012</u>
		<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Proposed</u>
OPERATING REVENUES:					
251 0000 343 1000	Water Sales	\$ 3,348,708	\$ 3,509,304	\$ 3,509,304	\$ 3,643,708
251 0000 343 1100	Braz. Cty. Cons. Dist.	18,396	20,000	20,000	20,000
251 0000 343 1600	Bulk Water	425	0	0	0
251 0000 343 1700	Water for City	58,657	48,750	54,030	54,030
251 0000 343 2000	Senior disc.	(160,719)	(160,550)	(160,000)	(180,000)
251 0000 346 1000	Write-offs	0	0	0	0
251 0000 344 2000	Sewer Sales	3,228,670	3,389,285	3,389,285	3,493,776
251 0000 346 2000	Write-offs	0	0	0	0
251 0000 322 1300	Permits	15,352	8,500	9,500	9,500
251 0000 341 0100	Tap Fees	17,557	11,500	7,000	7,000
251 0000 341 0200	Reconnection penalty	179,584	192,000	180,000	180,000
251 0000 341 0300	Transfer Fees	680	400	900	700
	<u>Interest</u>				
251 0000 394 0000	Utility Fund	15,167	15,000	15,000	15,000
252 0000 394 0000	Contingency fund	1,941	1,500	2,000	1,500
253 0000 394 0000	Capital Project Fund	2,010	1,700	4,500	5,000
254 0000 394 0000	Debt Service Fund	12,260	10,000	10,875	10,900
257 0000 394 0000	96 Construction Fund	0	0	0	0
259 0000 394 0000	07 W&S Fund	2,111	0	435	0
261 0000 394 0000	2009 Rev. Bond	2,315	0	1,375	1,250
	<u>Other Revenue</u>				
251 0000 362 3000	NSF Check charge	6,925	6,000	6,000	6,000
251 0000 362 3500	Site Rent	163,657	103,980	103,980	103,980
251 0000 362 4010	EnerNOC contract	6,664	14,240	14,240	14,240
251 0000 396 0000	Sales Tax Discount	972	900	900	900
<i>Total Operating Revenues</i>		<u>6,921,332</u>	<u>7,172,509</u>	<u>7,169,324</u>	<u>7,387,484</u>

OPERATING EXPENDITURES:

<i>Dept. 5000</i>	<i>Utility Admin.</i>	411,418	418,493	424,775	444,960
251 5000 441 7900	Depreciation	0			
251 5000 491 1300	Equip. Repl transfer	(26,520)	(27,038)	(27,038)	(24,720)
<i>Dept. 5400</i>	<i>Water Production</i>	2,975,926	2,556,392	2,514,434	2,731,375
251 5400 442 7900	Depreciation	(442,612)			
251 5400 491 1300	Equip. Repl. Transfer	(58,810)	(48,815)	(48,815)	(46,985)
<i>Dept. 6000</i>	<i>Wastewater collection</i>	3,269,970	2,225,495	2,134,825	2,282,441
251 6000 444 7900	Depreciation	(1,107,679)			
251 6000 491 1300	Equip Repl. Transfer	(99,585)	(87,645)	(87,645)	(132,891)
<i>Total Operating Expenditures</i>		<u>4,922,108</u>	<u>5,036,882</u>	<u>4,910,536</u>	<u>5,254,180</u>

NET AVAILABLE

OPERATING REVENUES	\$	<u>1,999,224</u>	\$	<u>2,135,627</u>	\$	<u>2,258,788</u>	\$	<u>2,133,304</u>
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Debt Service: (Maximum Annual Requirement)

Principal	\$	1,070,000	\$	1,260,000	\$	1,260,000	\$	1,215,000
Interest		<u>519,851</u>		<u>396,581</u>		<u>396,581</u>		<u>388,350</u>

Maximum Debt Service

Requirements	\$	<u>1,589,851</u>	\$	<u>1,656,581</u>	\$	<u>1,656,581</u>	\$	<u>1,603,350</u>
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Net Available Revenues per Maximum

Debt Service Requirements	\$	1.26	\$	1.29	\$	1.36	\$	1.33
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The bond ordinances require that before new revenue bonds can be issued, the net earnings of the system for the last fiscal year, or for any twelve consecutive calendar month period ending not more than 90 days prior to the adoption of the ordinance authorizing the issuance of such additional bonds, were at least 1.25 times the **average annual principal and interest requirements** for then all outstanding parity bonds and for the series of additional bonds then proposed to be issued.

Debt Service: (Average Annual Requirements)

Principal & Interest	\$	883,762	\$	910,886	\$	910,886	\$	808,165
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Net Available Revenues per

Average Debt Service Requirements	\$	2.26	\$	2.34	\$	2.48	\$	2.64
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Utility employees removing a sewage pump from Master Lift Station 20 located at Oleander.

CAPITAL PROJECTS FUND



LAKE JACKSON

City of Enchantment



GENERAL PROJECT FUND

The General Projects Fund provides for a wide variety of capital projects including occasional large equipment purchases.

The major revenue source for this fund is "year-end transfers" from the General Fund. At the end of each fiscal year actual General Fund revenues and expenditures are compared. If there are excess revenues a portion of these will be transferred to the General Projects Fund. Some may also be transferred to the Parks Fund and some will be left in the General Fund to increase the fund balance if necessary.

In some years, we are able to budget in the General Fund a transfer to the General Projects Fund. FY 07-08 was one of those years. A transfer of \$112,339 was budgeted. Additionally, the General Operating Fund did well financially in 2006-07 and \$1,912,339 was transferred to the General Projects Fund. This was reflected in FY 07-08. In 2006-07, our auditors asked us to change our policy and reflect our "year-end" transfers in the following year rather than recording them after the fact in the year the budget saving occurred.

Over the last thirteen years this fund has received the following transfers from the General Fund.

FY 98-99	\$ 1,142,575	FY 04-05	\$ 500,000	FY 10-11	\$ 650,000
FY 99-00	678,000	FY 05-06	660,000		
FY 00-01	700,000	FY 06-07	0		
FY 01-02	790,000	FY 07-08	1,912,339		
FY 02-03	325,000	FY 08-09	0		
FY 03-04	370,000	FY 09-10	900,000		

GENERAL PROJECTS FUND

Vision Process

One of the previous goals set by City Council in 2006 was to reorganize the CIP document to better prioritize projects. This was under the Vision Element to "Maintain Infrastructure"

This goal has been accomplished in large part through stand alone CIP workshops with City Council each spring. This year Council held its fifth annual workshop. Working with staff, City Council rated and prioritized projects. Then based on their rating, projects were placed in categories of 1-3 years, 3-5 years, 6-10 years and "future bond issues." Priorities for FY 11-12 are listed below:

The projects for FY 11-12 approved by City Council are:

Fire Rescue Truck	\$ 257,500
Civic Center Chairs	100,000
Sidewalks	69,400
Service Center Asphalt Overlay	40,000
Demo of Condemned Buildings	25,000
Mulch Site Driveway	24,000
Police Tazers	23,500
Air Conditioning Replacements	15,000
Civic Center Interior Painting	13,500

Fuel Tank Monitoring System	13,200
Low Resolution Aerials	8,100
Range Ball Dispensing Machine	5,595
Library public area painting	<u>\$5,600</u>
	\$ 600,395

One of the key vision elements established by City Council was to "maintain infrastructure." The guiding principle adopted by Council was to "maintain existing facilities and infrastructure at current high standards."

Council members, directors, department heads and citizen requests identified the various projects to be considered for funding. The visioning process has helped to formalize the manner in which projects are reviewed and funded.

IMPACT ON OPERATING BUDGET

Some of the recommended projects are related to maintenance of facilities, equipment or infrastructure. The primary impact of these "projects" is that they do not have to be funded in the operating budget. However, over the last few years we have worked to put many of these maintenance items back in the operating budget. Examples include the Street Panel Replacement Program, Vinyl Striping Program and Joint Sealant Program.

The use of these funds allows us to do small to mid-sized projects on a cash basis. We then use our debt process to do the larger more complex projects as are approved by the voters from time to time. The other funding source we use for major projects is the 1/2¢ Optional Sales Tax (Economic Development Fund). Currently a plan for funding the rehabilitation and upgrade of our downtown streets has been adopted by Council. These improvements were identified by a citizen committee working in concert with a consultant and city staff in 2003. The second of six phases is now underway and will be complete by April 2012 at a cost of approximately six million dollars.

The downtown revitalization plan meets the vision element to "Enable Growth and Revitalization" following the guiding principle of "Promoting quality growth following the established master plan". In this case we are following the adopted Downtown Revitalization Master Plan adopted by City Council.

Overall, having this fund has allowed us to do those projects (whether maintenance or capital) without putting a greater burden on our tax payers. Projects here are done on a cash basis, so there is no lingering debt payment to contend with. Therefore the greatest impact to our operating budget from this fund is to help keep our maintenance and operations tax rate low. To fund the general projects recommended this year of \$600,395 from this fund would have required approximately five (5) additional cents on the tax rate for one year.

Of note, the proposed aquisition of a \$515,000 new Fire Rescue Truck (over two fiscal years) and \$23,500 in tazers for the Police Department will have the affect of increasing the contributions to equipment replacement by over \$50,000 by 2013. This could equal a 3/10 cent increase in the property tax rate at that time.

GENERAL PROJECTS FUND

Anticipated Cash Flow

<i>RESOURCES</i>	ACTUAL 2006 - 07	ACTUAL 2007 - 08	ACTUAL 2008 - 09	ACTUAL 2009 - 10	PROJECTED 2010 - 11	ADOPTED 2011 - 12
Fund Balance	\$ 1,634,158	\$ 1,132,586	\$ 2,299,862	1,612,185	\$ 1,378,001	1,149,236
Revenues						
Special Assessment Fees	3,246	100	655	2,349		
Fire Gear Grant	0	0	0	54,679		
Reimbursement - Clute	0	5,530				
Interest Income	64,001	52,791	19,030	4,955	8,000	6,000
Reimbursement - Grant	150,000					
Residual Transfer of Bond Funds	0	6,164				
Reimbursement - Misc	12,189		82,418			
Grant - Oyster Creek Clearing			367,356	753,646		
Transfer from General Fund	0	1,912,339		900,000	650,000	
Transfer from General Fund						
	229,436	1,976,924	469,459	1,715,629	658,000	6,000
Total Resources	\$ 1,863,594	\$ 3,109,510	2,769,321	3,327,814	2,036,001	1,155,236
<i>EXPENDITURES</i>	ACTUAL 2006 - 07	ACTUAL 2007 - 08	ACTUAL 2008 - 09	ACTUAL 2009 - 10	PROJECTED 2010 - 11	ADOPTED 2011 - 12
Previously Approved Projects	\$ 731,008	\$ 809,648	\$ 1,157,136	\$ 1,949,813	\$ 886,765	
Additional Proposed Projects						600,395
Total Expenditures	731,008	809,648	1,157,136	1,949,813	886,765	600,395
Ending Fund Balance	\$ 1,132,586	\$ 2,299,862	\$ 1,612,185	\$ 1,378,001	\$ 1,149,236	554,841

GENERAL PROJECTS FUND

Project History and Additional Proposed Projects

EXPENDITURES	BUDGET								
	YEAR APPROVED	PROJECT BUDGET	PRIOR YEARS	ACTUAL 2007 - 08	ACTUAL 2008 - 09	ACTUAL 2009 - 10	PROJECTED 2010-11	ADOPTED 2011-12	PROJECT TOTALS
Projects Completed and in Process: Projects in blue are completed									
Demolition Jobs	96 - 10	\$ 25,000	\$ 108,347	3,560	(350)	4,248			\$ 115,805
Alden Lake Legal and Consulting					5,480	(6,206)	6,206		5,480
Transit	09-10	150,000				41,702	108,298		150,000
Bunker Gear	09-10	82,500				137,144			137,144
<u>FACILITIES:</u>									
Air Conditioning Replacements	97 - 11	225,000	119,393	31,431	16,517		15,000		182,341
Repaint Rec Center exterior	08-09	59,000			49,000				49,000
Repaint Locker rooms and benches	08-09	13,400			10,531				10,531
Rec Center Digital Security Camera	08-09	17,800			17,800				17,800
Paint Rec Center Hallway	07-08	9,100		8,314					8,314
Replace Carpet in Rec Center	07-08	4,500		4,500					4,500
Rec Center Gutters	08-09	21,000							-
Records Storage Personnel	09-10	20,000				19,931			19,931
Records Storage - Old Courtroom	10-11	42,800					42,800		42,800
Generator at Service Center	09-10	55,000				49,159	5,000		54,159
Replace carpet in Police Building	08-09	27,300			28,074				28,074
Dance Floor Replacement Civic Center	07-08	25,000		24,215					24,215
Civic Center Fountain Pump House	07-08	20,000		1,450	25,271				26,721
Civic Center Carpet	07-08	61,000		49,688					49,688
Purchase Willow Dr. Car Wash	10-11	40,000					40,000		40,000
GIS Protocols for Developers	07-08	50,000					50,000		50,000
Vertical Benchmark	08-09	16,000				14,274	1,726		16,000
GIS (Drainage Component)	08-09	100,000					100,000		100,000
Bunker Renovation Program	07-11	70,000	-	18,194	18,799		30,000		66,993
Defibrillator	07-08	7,500		1,299					1,299
Golf Course Storm Warning Alert System	08-09	1,500				0			-
Golf Course Maintenance Cover	08-09	18,000			25,888				25,888
Irrigation Lake Aerator	08-09	7,500							-
Finish Emergency Operation Center / Dispatch	08-09	300,000				300,000			300,000
Court Architect / F&E	07-08	350,000		102,145	127,219	104,961	15,675		350,000
Radio Communications	07-11	898,667		156,132	280,189	223,446	233,000		892,767
Fiber Optic Cable	**	70,000		67,523					67,523
Shy Pond Erosion Control	09-10	45,000				44,749			44,749
Outdoor Pool repairs	10-11	45,000					45,000		45,000
<u>PAVING:</u>									
Sidewalks / ADA Ramps	96 - 10	656,000	269,364	17,729	11,898	84,403	194,060		577,454
Sidewalks - Dixie Dr. Pine to Blunck	07-08	124,000		108	93,711				93,819
Sidewalk - Plantation Dr - Oaks of Flagridge	08-09	52,500							-
Pedestrian Crosswalk Dixie and Teal	06-07		6,150	4,910					11,060
Abner Jackson / This Way Signal	06-07	150,000	23,037	167,718	1,875				192,630
Plantation Dr Repair	07-08	120,000		68,314	57,230	44,410			169,954
Jasmine Reconstruction				82,418					82,418
Dunbar Parking Lot Overlay	08-09	83,000			76,383				76,383
Willenburg Paving					11,108				11,108
Sycamore / OCD Traffic Light	**								-
Marigold Asphalt Overlay	09-10	4,200				4,200			4,200
Replacement of Driveways	09-10	165,000				108,821			108,821
<u>DRAINAGE PROJECTS:</u>									
Clear Oyster Creek Phase I - Dunbar	08-09	25,000			300,513	774,571			1,075,084
\$ 4,257,267 \$ 526,291 \$ 809,648 \$ 1,157,136 \$ 1,949,813 \$ 886,765 \$ - \$ 5,329,652									

GENERAL PROJECTS FUND

Project History and Additional Proposed Projects Continued

<i>EXPENDITURES</i>	BUDGET YEAR APPROVED	PROJECT BUDGET	PRIOR YEARS	ACTUAL 2007 - 08	ACTUAL 2008 - 09	ACTUAL 2009-10	PROJECTED 2010-11	ADOPTED 2011-12	PROJECT TOTALS
New Projects Proposed for 2011-2012:									
City owned Sidewalk repairs								69,400	69,400
Demo of Condemned Buildings								25,000	25,000
Civic Center Interior Painting								13,500	13,500
Civic Center Chairs								100,000	100,000
Air Conditioning Replacements								15,000	15,000
Fuel Tank Monitoring System								13,200	13,200
Mulch Site Driveway								24,000	24,000
Service Center Asphalt Overlay								40,000	40,000
Range Ball Dispensing Machine								5,595	5,595
Low Resolution Aerials								8,100	8,100
Half of New Fire Rescue Truck (\$515,000)								257,500	257,500
Tasers (35)								23,500	23,500
Library Public Area Painting								5,600	5,600
Total Proposed Projects		0		0	0	0	0	600,395	600,395
Total Expenditures	\$ 4,257,267	\$ 526,291	\$ 809,648	\$ 1,157,136	\$ 1,949,813	\$ 886,765	\$ 600,395	\$ 5,930,047	

* These projects were approved mid-year by City Council.

GENERAL PROJECT CAPITAL IMPROVEMENT FUND

This plan is designed to set Capital Project priorities for future. This plan includes projects that may be funded from several sources, including bond issues.

As part of the annual budget process and the visioning process, City Council and City Staff, discuss projects appearing on the plan. At this meeting priorities and estimated costs are reassessed and new projects are discussed and added to the plan.

To help everyone understand the details of each particular project in the plan, a Capital Improvement Plan book was created. This book has several pages dedicated to each project. It gives a full description of the project, details on estimated cost and who proposed the project and why.

Citizen input is received throughout the year and requested projects are considered during goal setting and budget preparation. Citizens are also given an opportunity to provide their input at all budget workshops and hearings.

After all goal setting, capital projects, budget workshops and public hearings, the Capital Improvement Plan is adopted as part of the annual budget.

General Projects

CITY OF LAKE JACKSON
FIVE YEAR CAPITAL IMPROVEMENT PLAN
Items in red are new

LINE #	COST CURR \$	PROJECT TYPE	PROJ #	PROJECT DESCRIPTION	FY 2011-12	1-3 YRS	3-5 YRS	6-10 YRS	10+ YEARS	FUTURE	
										BOND	ISSUE
1	69,400	SIDEWALKS	SW - 2	SIDEWALKS/ (annual)	GP	69400					
2	90,000	FACILITY	F - 96	REPLACE REC CENTER HVAC CHILLER COILS				90000			
3	15,000	FACILITY	F - 112	REPLACE REC CENTER BOILER				15000			
4	15,000	FACILITY	F - 15	AIR CONDITIONING REPLACEMENTS (annual)	GP	15000					
5	13,200	FACILITY	F - 182	FUEL TANK MONITORING SYSTEM REPLACEMENT	GP	13200					
6	60,000	FACILITY	F - 179	NATATORIUM POOL REPLASTERING				60000			
7	118,125	STREET	ST - 108	FLASHING SCHOOL ZONE LIGHTS	OT	118125					
8	-	OTHER	OT - 1	TRANSIT Annually for 3 YEARS PREVIOUSLY APPROVED							
9	515,000	OTHER	OT -	FIRE RESCUE TRUCK	GP	257500		257500			
10	5,600	FACILITY	F -	LIBRARY PUBLIC AREA PAINTING	GP	5600					
11	23,500	OTHER	OT -	POLICE - TAZERS	GP	23500					
12	125,000	STREET	ST - 102	PLANTATION SPUR				125000			
13	25,000	DEMO	DEMO	DEMO OF CONDEMNED BLDGS (ANNUALLY)	GP	25000					
14	125,000	STREET	ST - 42	TRAFFIC SIGNAL PRIORITY CONTROL				125000			
15	13,500	FACILITY	F - 175	CIVIC CENTER INTERIOR PAINTING	GP	13500					
16	100,000	FACILITY	F - 135	CIVIC CENTER CHAIRS	GP	100000					
17	24,000	FACILITY	F - 98	MULCH SITE DRIVEWAY	GP	24000					
18	102,873	FACILITY	F - 88	REMODEL POLICE OFFICES	OT	102873					
19	350,000	FACILITY	F - 178	REC CENTER POOL PAK REPLACEMENT	ST	350000					
20	17,500	FACILITY	F - 72	TRUCK SHOP A/C				17500			
21	22,000	FACILITY	F - 181	REC CENTER LOCKER ROOM FLOOR REPLACEMENT				22000			
22	40,000	FACILITY	F - 90	SERVICE CENTER ASPHALT OVERLAY	GP	40000					
23	75,000	FAC-GOLF	F - 147	IRRIGATION LAKE DREDGING				75000			
24	15,000	FACILITY	F - 177	FIRE STATION 1 EXTERIOR PAINT				15000			
25	5,595	FAC-GOLF	F - 171	RANGE BALL DISPENSING MACHINE	GP	5595					
26	30,000	FAC-GOLF	F - 78	BUNKER RENOVATION (ANNUALLY)				30000			
27	95,000	FACILITY	F - 109	MACLEAN ADULT SOFTBALL RESTROOM				95000			
28	8,100	ENGINEER	EN - 2	LOW RESOLUTION AERIALS	GP	8100					
29	10,000	FACILITY	F - 102	FIRE STATION STORAGE ROOM				10000			
30	25,000	SIDEWALKS	SW - 7	LAKE ROAD @ TIMBERCREEK SUBDIVISION				25000			
31	100,000	FAC-GOLF	F - 105	DE-WATERING LAKE SYSTEM				100000			
32	63,000	FACILITY	F - 110	EXPAND REC CENTER CHECK IN STATION							
33	200,000	FACILITY	F - 167	REPLACE LIGHTING ON BOTH FIELDS AT SUGGS							
34	42,500	STREET	ST - 95	ODD PEDESTRIAN CROSSINGS							
35	25,000	FACILITY	F - 176	FIRE STATION SECURITY CAMERA UPGRADE							
36	50,000	ENGINEER	EN - 4	GIS - (TO BE PHASED)							
37	30,000	FACILITY	F - 183	SERVICE CENTER YARD EXPANSION							
38	62,000	SIDEWALKS	SW - 12	LAKE ROAD SIDEWALK (TRAIL)				62000			
39	78,500	FACILITY	F - 41	SERVICE CENTER MEDICAL DR ENTRANCE				78500			
40	75,000	FACILITY	F - 55	LARGE TRUCK WASH DOWN AREA				75000			
41	30,000	FACILITY	F - 144	JASMINE TENNIS CT FENCE REPL							

General Projects

CITY OF LAKE JACKSON
 FIVE YEAR CAPITAL IMPROVEMENT PLAN
Items in red are new

LINE #	COST CURR \$	PROJECT TYPE	PROJ #	PROJECT DESCRIPTION	FY 2011-12	1-3 YRS	3-5 YRS	6-10 YRS	10+ YEARS	FUTURE BOND/ISSUE
42	15,000	ENGINEER	EN - 1	VERTICAL BENCH MARK GRID PHASE 2			15000			
43	16,000	SIDEWALKS	SW - 16	LJ MANOR WALK -GARLAND / PLANTATION			16000			
44	99,000	FAC-GOLF	F - 143	PURCHASE LAND NEXT TO GOLF COURSE ENTRANCE				99000		
45	23,100	STREET	ST - 66	MEDIAN RESTORATION				23100		
46	8,700	STREET	ST - 80	MEDICAL DRIVE STREETLIGHTS				8700		
47	78,750	STREET	ST - 43	PLANTATION DRIVE CURB REPLACEMENT				78750		
48	15,760	FACILITY	F - 172	AUTOMATIC DOORS CIVIC CENTER AND REC CENTER				15760		
49	19,560	FACILITY	F - 174	AUTOMATIC DOORS CC & CH RESTROOM REC LOCKERROOM				19560		
50	25,000	SIDEWALKS	SW - 15	OM ROBERTS WALK				25000		
51	108,000	FACILITY	F - 153	MADGE GRIFFITH PARK LIGHTING				108000		
52	225,000	FACILITY	F - 137	YSC COMPLEX PARKING - BACK				225000		
53	27,200	FACILITY	F - 50	ATHLETIC FIELD PARKING LOT PAVING (MADGE/GATOR)				27200		
54	75,000	FACILITY	F - 159	ADD SECURITY LIGHTING TO MACLEAN TRAIL				75000		
55	34,750	STREET	ST - 99	JASMINE HALL PARKING LOT OVERLAY				34750		
56	56,200	FACILITY	F - 94	GYMNASIUM WALL				56200		
57	10,000	FAC-GOLF	F - 75	IRRIGATION LAKE AERATOR				10000		
58	20,000	FACILITY	F - 160	ADD ADDITIONAL BASKETBALL COURT AT MAC PARK				20000		
59	60,000	FACILITY	F - 157	BOAT RAMP / PIER AT WILDERNESS PARK				60000		
60	60,000	FACILITY	F - 156	DUNBAR RESTROOM NORTHWEST SIDE				60000		
61	82,800	ENGINEER	EN - 3	HIGH RESOLUTION AERIALS				82800		
62	125,000	FACILITY	F - 57	VEHICLE CANOPY AT SERVICE CENTER				125000		
63	120,400	STREET	ST - 24	CHESTNUT EXTENSION				120400		
64	15,000	FAC-GOLF	F - 86	DRIVING RANGE CANOPY				15000		
65	16,000	FAC-GOLF	F - 151	PAVILLION TENT				16000		
66	16,760	FACILITY	F - 173	AUTOMATIC DOORS MUNICIPAL COURT AND CITY HALL				16760		
67	27,000	FACILITY	F - 163	ADDITIONAL ASPHALT PARKING AT SUGGS				27000		
68	175,000	STREET	ST - 100	PLANTATION/GARLAND TRAFFIC SIGNAL				175000		
69	20,000	FAC-GOLF	F - 74	STORAGE BUILDING / OUTDOOR SCOREBOARD				20000		
70	1,980,000	FACILITY	F - 139	DEVELOP SKATE PARK @MACLEAN PARK				1980000		
71	150,000	FAC-GOLF	F - 149	CLUBHOUSE EXPANSION				150000		
72	14,720	STREET	ST - 107	OYSTER BEND ASPHALT TURN AROUND				14720		
73	116,000	FACILITY	F - 128	DUNBAR FOOTBALL FIELD LIGHTS				116000		
74	30,000	FAC-GOLF	F - 133	CART PATH EXTENSION (GOLF)		30000				
75	96,000	FAC-GOLF	F - 148	ADDITIONAL PARKING PAVING				96000		
76	225,000	FACILITY	F - 111	REPLACED GLAZED WINDOWS IN GYM				225000		
77	15,000	FACILITY	F - 141	DAY USE SITE PLAN FOR WILDERNESS PARK				15000		
78	150,000	FAC-GOLF	F - 83	ENCLOSED PAVILION AREA				150000		
79	8,000	FAC-GOLF	F - 150	WALK-IN COOLER				8000		
80	11,950	FACILITY	F - 180	REC CENTER OUTDOOR SIGNAGE				11950		
81	15,000	FACILITY	F - 162	BERMUDA GRASS & IRRIGATION ZONE AT LITTLE SUGGS				15000		
82	40,000	FACILITY	F - 170	BLEACHERS AT SUGGS				40000		

UTILITY PROJECT FUND

Utility Projects provides funding for a wide variety of water and sewer projects. These major projects are significant in cost but less than the amount requiring a bond issue. The sources of revenue in this fund are transfers from the Utility Fund and interest income and in rare cases from the General Fund. It is the policy of the City to transfer positive budget variances in the Utility Fund to the Utility Projects Fund, once the minimum Utility Fund balance is achieved.

In FY04-05, we are able to use reimbursed construction period interest from the Texas Water Development loan for the wastewater treatment construction. This reimbursement was made to the Utility Debt Service Fund. This made it unnecessary to transfer funds from the Utility Fund for Debt Service. Instead the transfers were made to this fund. In total \$2,753,714 were transferred to this fund as a result of the interest reimbursement.

A fund balance of \$500,000 is the regular goal for this fund. Based on our FY11-12 budget the balance available will be \$681,211. At the April 11, 2011 capital projects workshop City Council proposed spending \$175,000 from this fund to resume the annual water meter replacement project (\$110,000) and to replace the A/C System at the wastewater treatment plant laboratory (\$75,000).

UTILITY PROJECTS FUND

Vision Process

One of the FY2006-07 goals set by City Council was to:

Reorganize C.I.P. Document

- break into maintenance and capital
- prioritizing items
- Modify timelines (1 yr, 3-5, 5-10, 10+)

This goal was under the objective to “Reorganize CIP document to better prioritize projects”. This was under the Vision Element to “Maintain Infrastructure”.

This goal was accomplished in large part as the result of an April 9, 2007 C.I.P. Workshop with City Council. Working with staff, City Council rated and prioritized projects in two areas; “Capital” and “Maintenance Projects”. Those were then combined into one set of priorities. Then based on their rating, projects were placed in categories of 1-3 years, 3-5 years, 6-10 years, and “future bond issues.” In April of 2011, City Council held its fifth annual C.I.P. Workshop to continue the efforts of its visioning process.

IMPACT ON OPERATING BUDGET

Resumption of the meter replacement program will help us maintain our goal of replacing residential meters on a 10-year cycle. It is important to maintain the meters to reduce unaccounted for water consumption and maintain revenues. As meters become worn they tend to register less than actual flow.

The A/C unit at the wastewater treatment laboratory is beginning to require regular maintenance and repair. For safety reasons, this unit requires 100% makeup air; with this much outside air it is imperative for the unit to function properly to prevent condensation inside the building.

UTILITY PROJECTS FUND

Anticipated Cash Flow

<i>RESOURCES</i>	ACTUAL 2006 - 07	ACTUAL 2007 - 08	ACTUAL 2008 - 09	ACTUAL 2009 - 10	PROJECTED 2010 - 11	ADOPTED 2011 - 12
Cash Balance	\$ 1,972,977	\$ 809,007	\$ 479,759	\$ 391,303	\$ 676,711	\$ 681,211
Revenues						
Interest Income	\$ 76,545	\$ 19,705	\$ 4,384	\$ 2,010	\$ 4,500	\$ 5,000
Transfer from Utility Fund	0	0		350,000		
Transfer from WWTP Construct	0	102,258	0			
Transfer from Utility Fund	0	0	0			
	<u>\$ 76,545</u>	<u>\$ 121,963</u>	<u>\$ 4,384</u>	<u>\$ 352,010</u>	<u>\$ 4,500</u>	<u>\$ 5,000</u>
Total Resources	<u>\$ 2,049,522</u>	<u>\$ 930,970</u>	<u>\$ 484,143</u>	<u>\$ 743,313</u>	<u>\$ 681,211</u>	<u>\$ 686,211</u>

<i>EXPENDITURES</i>	ACTUAL 2006 - 07	ACTUAL 2007 - 08	ACTUAL 2008 - 09	ACTUAL 2009 - 10	PROJECTED 2010 - 11	ADOPTED 2011 - 12
Previously Approved Projects	\$ 1,240,515	\$ 451,211	\$ 92,840	\$ 66,602	\$ 0	\$ 0
Additional Proposed Projects				0		175,000
Total Expenditures	<u>\$ 1,240,515</u>	<u>\$ 451,211</u>	<u>\$ 92,840</u>	<u>\$ 66,602</u>	<u>\$ 0</u>	<u>\$ 175,000</u>
Ending Cash Balance	<u>\$ 809,007</u>	<u>\$ 479,759</u>	<u>\$ 391,303</u>	<u>\$ 676,711</u>	<u>\$ 681,211</u>	<u>\$ 511,211</u>

UTILITY PROJECTS FUND
Project History and Additional Proposed Projects

<i>EXPENDITURES</i>	BUDGET									
	YEAR	PROJECT	PRIOR	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	ADOPTED	PROJECT
	APPROVED	BUDGET	YEARS	2006 - 07	2007 - 08	2008 - 09	2009 - 10	2010 - 11	2011 - 12	TOTALS
Projects Completed and in Process: (projects in blue are completed)										
WATER PROJECTS:										
Meter Replacement Program	02-09	811,000	539,776	-	102,624	92,840	0	0	0	735,240
										0
Total Water Projects		811,000	539,776	0	102,624	92,840	0	0	0	735,240
SEWER PROJECTS:										
Lift Station Upgrades		466,232	159,094		325,979					485,073
Pin Oak / Sycamore Sewer							66,602	0	0	66,602
Total Sewer Projects		466,232	159,094	0	325,979	0	66,602		0	551,675
OTHER PROJECTS / EQUIPMENT:										
Blower variable speed drives	05-06	175,000	156,649		22,608	0	0	0	0	179,257
										0
Total Other Projects / Equipment		175,000	156,649	0	22,608	0	0		0	179,257
Total Water and Sewer Projects		1,452,232	855,519	0	451,211	92,840	66,602		0	1,466,172
New Projects Proposed for 2011-2012										
Wastewater Lab A/C									65,000	65,000
Meter Replacement Program									110,000	118,651
Total Proposed Projects									175,000	183,651
Total Expenditures		\$ 1,452,232	\$ 855,519	\$ -	\$ 451,211	\$ 92,840	\$ 66,602	\$ -	\$ 175,000	\$ 1,649,823

UTILITY PROJECTS CAPITAL IMPROVEMENT PLAN

This plan is designed to set Capital Project priorities for the future, and to designate projects that will soon need to appear on the plan. This plan includes projects that may be funded from several sources, including bond issues.

As part of the annual budget and visioning process, the City Council and City Staff meet to review and discuss each of the projects appearing on the plan. At this meeting priorities and estimated costs are reassessed and new projects are discussed and added to plan.

To help everyone understand the details of each particular project on the five year plan, a Capital Improvement Plan book was created. This book has several pages dedicated to each project. It gives a full description of the project, details on estimated cost and who proposed the project and why.

Citizen input is received throughout the year and requested projects are considered during budget preparation. Citizens are also given an opportunity to provide their input at all budget workshops and hearings.

After all capital projects budget workshops and public hearings, the five-year Capital Improvement Plan is adopted as part of the annual budget.

**CITY OF LAKE JACKSON NEW PROJECTS IN RED
FIVE YEAR CAPITAL IMPROVEMENT PLAN**

Utility Projects

COST CJRR \$	PROJECT TYPE	PROJ #	PROJECT DESCRIPTION	FY 2011-12		1-3 YRS		3-5 YRS		6-10 YRS		10+ YEARS	
75,000	SEWER	5	PALM LANE - SYCAMORE TO END GOING EAST					UP	75,000				
200,000	SEWER	6	CENTER WAY - NARCISSEUS TO END GOING EAST					UP	200,000				
200,000	SEWER	38	COMPOST FACILITIES							UP	200,000		
20,000	SEWER	47	SCUM REMOVAL IN CHLORINE BASINS			UP	20,000						
1,000,000	SEWER	48	NORTHEAST MASTER LIFT STATION & MAIN										RB
320,000	SEWER	50	YALUPON SEWER MAIN EXTENSION										RB
1,000,000	SEWER	51	SH 288 CORRIDOR TRUNK SEWER										RB
1,000,000	SEWER	52	NORTHWEST MASTER LIFT STATION & MAIN										RB
76,000	SEWER	53	ODOR CONTROL IMPROVEMENT					UP	76,000				
57,600	SEWER	54	PECAN LANE			UP	57,600						
29,800	SEWER	55	HUISACHE CT			UP	29,800						
33,330	SEWER	56	HUISACHE			UP	33,330						
600,000	SEWER	61	INSTALL SCADA AT 41 LIFT STATIONS									UP	600,000
10,000	SEWER	62	SMOKE-TEST/RESIDENTIAL ASSESSMENT(PER HOME) ANNUALLY			UP	10,000						
20,000	SEWER	63	LIFT STATION 9A			UP	20,000						
118,651	SEWER	64	BLOSSOM			UP	118,651						
241,250	SEWER	65	LIFT STATION EMERGENCY POWER							UP	241,250		
101,476	SEWER	67	ASTER LANE							UP	101,476		
109,108	SEWER	68	AZALEA					UP	109,108				
116,846	SEWER	69	BEGONIA			UP	116,846						
102,177	SEWER	70	CARDINAL							UP	102,177		
123,471	SEWER	71	CENTER WAY					UP	123,471				
107,472	SEWER	72	CLOVER					UP	107,472				
23,230	SEWER	73	FOREST LANE / FOREST CT					UP	23,230				
111,240	SEWER	74	HYACINTH							UP	111,240		
54,319	SEWER	75	IRIS							UP	54,319		
125,172	SEWER	76	LAUREL					UP	125,172				
118,358	SEWER	77	LILY								UP	118,358	
85,309	SEWER	78	PALM LANE								UP	85,309	
124,524	SEWER	79	PERSIMMON			UP	124,524						
50,000	SEWER	80	HIGH LEVEL LIGHTS					UP	50,000				
105,960	SEWER	81	PIN OAK / PIN OAK CT			UP	105,960						
107,318	SEWER	82	REDBUD LANE								UP	107,318	
77,705	SEWER	83	SHADY OAKS LANE			UP	77,705						
208,133	SEWER	84	SOUTHERN OAKS								UP	208,133	
65,829	SEWER	85	WILLOW CT								UP	65,829	
65,000	SEWER	86	WAS TEW ATER LAB A/C UNIT									UP	65,000
110,000	WATER	7	GARDENIA - CALADIUM TO AZALEA										
75,000	WATER	8	OYSTER CREEK DR - CIRCLE WAY TO YALUPON			OT	110,000			UP			

CITY OF LAKE JACKSON **NEW PROJECTS IN RED**
FIVE YEAR CAPITAL IMPROVEMENT PLAN

Utility Projects

COST CURR \$	PROJECT TYPE	PROJ #	PROJECT DESCRIPTION	FY 2011-12					10+ YEARS
				1-3 YRS	3-5 YRS	6-10 YRS	10+ YEARS	10+ YEARS	
145,000	WATER	10	FOREST DRIVE OCD TO REDBUD		UP	145,000			
55,000	WATER	11	CARDINAL		UP	55,000			
150,000	WATER	12	WILLOW DRIVE - PERSIMMON TO REDBUD		UP	150,000			
55,000	WATER	13	CLOVER		UP	55,000			
75,000	WATER	14	HYACINTH		UP	75,000			
75,000	WATER	16	CENTER WAY - NARGISSUS TO SYCAMORE		UP	75,000			
27,000	WATER	17	OYSTER CREEK COURT		UP	27,000			
65,000	WATER	31	S. CEDAR WATER IMPROVEMENTS		UP	65,000			
5,550,000	WATER	33	WATER SYSTEM EXPANSION NORTHWEST PRODUCTION AND STORAGE						RB
220,000	WATER	34	METER REPLACEMENT (each year)	UP	110,000	110,000			
500,000	WATER	40	NORTH SIDE WATER TRANSMISSION						RB
53,500	WATER	42	IRON SEQUESTERING					UP	53,500
1,350,000	WATER	43	REPAINT TANKS (balsam, dow, beechwood) 450K EA		RB	450,000	RB	450,000	
200,000	WATER	44	YAUPON WATER MAIN EXTENSION						RB
67,500	WATER	45	WATER PRODUCTION SCADA RADIO		UP	67,500			
30,000	WATER	46	FENCE - BEECHWOOD WATER PLANT		UP	30,000			
42,000	WATER	47	CARNATION 100-300 BLOCK					UP	42,000
44,000	WATER	48	BLACKGUM CT					UP	44,000
47,000	WATER	49	CHESNUT 100, 200 BLOCK					UP	47,000
126,000	WATER	50	CORKWOOD 100 & 200 BLOCK					UP	126,000
25,000	WATER	51	LEEDER CT					UP	25,000
23,000	WATER	52	LOTUS CT					UP	23,000
263,000	WATER	53	MAGNOLIA 700,800,900		OT	263,000			
199,000	WATER	54	PETUNIA 200,300 & 400					UP	199,000
149,000	WATER	55	POINSETTIA 100-400 BLOCK					UP	149,000
32,000	WATER	56	POPULAR CT					UP	32,000
55,000	WATER	57	SAGE					UP	55,000
53,000	WATER	58	SWEETGUM CT		UP	53,000			
92,000	WATER	59	SYCAMORE 800 BLOCK					UP	92,000
61,000	WATER	60	THIS WAY 200 BLOCK TO 301					UP	61,000
115,000	WATER	61	WEDGEWOOD		UP	115,000			
104,000	WATER	62	WHITE OAK & WHITE OAK CT		UP	104,000			
131,000	WATER	63	WISTERIA 100, 500, 600 BLOCK					UP	131,000
79,000	WATER	64	WELL 15 EMERGENCY POWER		UP	79,000			
61,507	WATER	67	AVOCADO CT					UP	61,507
82,076	WATER	68	BALSAM					UP	82,076
112,338	WATER	69	BOUGAINVILLEA		UP	112,338			
76,933	WATER	70	BUTTERCUP					UP	76,933

LONG TERM CAPITAL PROJECTS

In the Fiscal Year 1995-96 Budget the following list of long-term projects identified by the Master Plan was presented for the first time in the Budget.

Through the Master Plan process, future major capital projects were identified. Whether these projects will be funded solely or partially by the city, in joint efforts with other governmental entities, or solely or partially by developers has yet to be determined. But, in order to adequately plan, some rough estimates of the costs of these projects are presented.

1. **New Wastewater Treatment Plant.** This \$13 million project was completed in 2004. The plant was upgraded to treat current flows in compliance with increasingly more stringent Government Environmental Regulations and expanded to allow for projected growth up to a population of approximately 40,000 residents.
2. There are two growth areas identified in the Master Plan north of F.M. 2004. Northwest Lake Jackson, generally the former prison farm area now known as Alden, and Northeast Lake Jackson the area east of S.H. 288 and north of F.M. 2004. There are several utility projects that will be required to allow full development of these areas.

To spur growth in these areas these projects could be initiated by the city and financed through a Revenue Bond. All or some of the cost of these projects could be recouped by assessments to benefited developments.

A. Water Capacity Upgrades to fully serve the Northeast and Northwest Lake Jackson Growth areas will require:

New Water Well(s) up to three at \$200,000/each for a total of \$600,000

New-Elevated Storage Tank, \$1,500,000

Pump Station, Ground Storage Tank, \$1,500,000 (CIP Project Wat-33)

B. Northeast Lake Jackson

In 1996 voters approved, among other things, a project to allow sewer service to the F.M. 2004 corridor east of N. Yaupon by providing sewer service to properties along FM 2004 east of N. Yaupon to the Old Angleton Road. This project replaced an inadequate private system. This project was completed in 2009.

Yaupon Water Main Extension \$200,000 (CIP Project Wat-44)

Yaupon Sewer Main Extension \$320,000 (CIP Project Sew-50)

In 2009 over 300 acres on the eastern portion of this area was donated by Dow to U.S. Fish and Wildlife. This obviously removes this property from future development and may impact the ability to develop adjoining properties in this area.

C. Northwest Lake Jackson

This area was initially identified as a long range project in the master plan but moved to the forefront as core issues in the development of the former prison farm areas, which has been acquired by private

LONG TERM CAPITAL PROJECTS

interest will (Cresco) who are currently master planning this development. Negotiations are currently under way for the development of this 987 acre tract known as Alden and how funding of the various infrastructure will be provided.

Northwest Master Lift Station and Force Main \$1,000,000 (CIP Project Sew-52)

S.H. 288 Corridor Trunk Sewer Line \$1,000,000 (CIP Project Sew-51)

North side Water Transmission \$500,000 (CIP Project Wat-40)

The above estimates are being revised as the full extent of the new Master planned Alden development becomes known.

The project (as presented by Retrieve LTD):

Alden:

- 990 acre mixed use development
- Approximately 1,800+ single family lots
- Housing Price Range: \$150,000 - \$275,000 (2009 \$)
- Projected to add over \$450 million in value (in 2009 \$) once built out
- 158 acre of detention
- The project will be phased over a 15 year period (depending on economy)
- A Municipal Management District (MMD) was created by Texas Legislature in 2009
- The City has revised its Planned Unit Development (PUD) ordinance to accommodate this type of development
- Developers will seek a Tax Incremental Reinvestment Zone (TIRZ) to help pay for infrastructure development
- Commercial area will not exceed 213 ac
- Multi-family is “capped” at 630 units
- The MMD will provide water, sewer, drainage specific to the project
- Current cost estimates to develop range from \$36 to \$40 million:
 - water \$3.5 million
 - sewer \$7.0 million
 - drainage \$12.4 million
 - detention \$13.2 million
 - other items under consideration:
 - *fire station \$2 million
 - *water tower \$2.4 million
 - *City’s cost of service
- The proposed TIRZ is expected to pay from \$9 to \$12 million in these projects

Overall, based on preliminary estimates the overall project will cost \$95,176,978 to develop. The developer is expected to pay \$45,079,743 of the costs, the MMD (taxed collected on resident in the MMD) is expected to provide \$40,170,715, and the TIRZ (city is being asked to reimburse 100% of the increment in taxes over the current base to the project) is expected to fund the remaining \$9,926,520.

It is important to note that these are preliminary estimates are based on 2009 dollars.

In the 2009 legislative session, a Municipal Management District (MMD) was authorized for the Alden Development.

The next steps for this project are:

- Submit PUD application in accordance with new ordinance
- Submit Special District application for TIRZ in accordance with the adopted policy for use of special districts and incentives.

This development will also have a major impact on the Brazoria County Airport and the surrounding properties. Unfortunately an effort to have the State deed some 324 acres around the airport from the prison system to Brazoria County was vetoed by the Governor during the 2009 legislative session. This will hinder efforts to develop this area and will also impact Alden.

The economy will heavily dictate as to the pace of development and whether this major development happens at all. Currently the PUD application is under review, as is the cost of service agreement. Then it is simply a matter of when the housing market will recover.

- D. **Upper Bastrop Bayou Watershed Drainage Project** - \$17,000,000 project has been placed on indefinite hold because of regional politics. At this point development north of FM 2004 will likely be on a parcel by parcel basis. Again, some 300 acres has been donated to U.S. Fish and Wildlife.
- E. **Extension of Yaupon North of FM 2004** - \$4,000,000 extension of Yaupon from FM 2004 to the interchange on SH 288 north of FM 2004.

3. **Downtown Improvement:**

- A. **Downtown Drainage Outfall #3 Improvement** - was completed in FY99-00. This project increased the outfall under SH332 in the vicinity of Compass Bank and the new Civic Center. This project was part of a \$6.35 million bond issue approved by the voters on May 3, 1997.
- B. **The Civic Center and Civic Center Plaza** were completed in 2000 using 1/2 cent sales tax proceeds at a cost of just over \$4 million.
- C. **Downtown Revitalization** - a multi-phase project to redevelop our downtown streets has been adopted by City Council. This 15-year plan will cost approximately \$13 million to complete and will be funded mostly by using 1/2¢ optional sales tax. The first phase (Oak Drive) was completed in FY06-07, at a cost of \$2.3 million (this included some additional funding from CDBG and CMAQ grants). In FY 08-09, \$600,000 was approved to engineer and design the next significant phase of this project (which include portions of This Way, That Way and Circle Way). A \$5 million Certificate of Obligation was approved in the FY09-10 budget and the bonds have been sold. Construction is underway and should be complete in Spring 2012. The third phase (South Parking Place) design funding is in the FY11-12 Budget.

- 4. **SH 288/332 Freeway Design Resolution** - The State of Texas is currently constructing \$85 million in major improvements along SH288/332. This multi-year project will include grade separations at This Way, Oak Drive and Plantation Drive should be complete in 2012 or early 2013. TxDOT widened FM2004 from

LONG TERM CAPITAL PROJECTS

SH288 to Bus 288 from 2 lanes to 4 lanes. This included an overpass over the Old Angleton Road and Missouri Pacific Rail line. This project was completed in May, 2011.

As you can see all of the major projects identified in the Master Plan are being addressed and should be complete by 2020.

ECONOMIC DEVELOPMENT FUNDS



LAKE JACKSON

City of Enchantment



ECONOMIC DEVELOPMENT FUND

The Economic Development Fund is used to account for the revenue from the half cent sales tax. Voters approved the half-cent sales tax on May 6, 1995 and collection of the tax began in October, 1995. As specified on the ballot the use of this revenue is limited to payment of the costs of land, building, equipment, facilities, improvements and maintenance and operation costs for public park purposes, recreational facilities to be used for sports and entertainment, and for infrastructure improvements for development of new or expanded business enterprises. Since its approval the half cent sales tax (Economic Development Fund) has provided funding for:

Outdoor Pool - \$595,865, opened June of 1996. Replaced the forty-year-old outdoor pool with a totally new facility.

Recreation Center - Opened May of 1998. This fund is providing the money for debt service payments on the \$7.3M Certificates of Obligation which were issued to fund the construction of “The Recreation Center-Lake Jackson”. Additionally, this fund directly paid \$288,801 in architect fees and provides an annual subsidy of \$350,000 to the General Fund for the operation of the facility. The board has also approved providing \$600,000 in repairs to the center over a 2 year period, FY11-12 and FY12-13.

Civic Center/Plaza - Opened April 1, 2000. This fund is providing the money to pay the debt service on the \$3,250,000 Certificates of Obligation issued to provide the construction funding.

These Certificates have since been refunded but this fund continues to pay it’s share of the refunding bonds

Youth Sportsplex - Completed in the fall of 1999. This fund provided the money to pay the debt service on \$2.7M Certificates of Obligation issued to provide construction funding. These bonds are now paid off.

Golf Course - This fund provided \$350,000 to pay for the service of the golf course architect. Additionally, the Lake Jackson Development Corporation has approved providing an annual subsidy of \$550,000 for Golf Course debt service through the 2022-23 fiscal year. The Wilderness Golf Course opened to the public in May 2004. The Lake Jackson Development Corporation has recommended, and City Council has approved, an additional \$100,000 be budgeted through the 2012-13 fiscal year to provide a contingency for golf course operational expenses.

Downtown Revitalization Project - \$600,000 was authorized to hire an engineering and design team to develop a master plan for the replacement of downtown infrastructure. The first phase of the downtown project is complete. \$5M in Certificates of Obligation have been issued for phase 2 now under construction. This fund will provide up to \$500,000 a year for 20 years to pay the debt service on the certificates.

Downtown Maintenance – The Lake Jackson Development Board has also approved providing \$50,000 per year through fiscal year 2014-15 for maintenance of new landscaping and walks downtown.

Maclean Jogging Trail - The Lake Jackson Development Board has recommended for approval \$150,000 to repave drought damage to MacLean Jogging Trail.

ECONOMIC DEVELOPMENT FUND

<i>RESOURCES</i>	ACTUAL	BUDGET	ESTIMATED	ADOPTED
	2009-10	2010-11	2010-11	2011-12
Fund Balance	\$ 2,134,946	\$ 2,447,666	\$ 2,404,126	\$ 2,195,073
Revenues				
Half Cent Sales Tax	\$ 2,277,196	\$ 2,341,768	\$ 2,350,000	\$ 2,373,500
Interest Income	11,664	17,134	12,021	12,225
	<u>\$ 2,288,860</u>	<u>\$ 2,358,902</u>	<u>\$ 2,362,021</u>	<u>\$ 2,385,725</u>
Total Resources	\$ 4,423,806	\$ 4,806,568	\$ 4,766,147	\$ 4,580,798

<i>EXPENDITURES</i>	ACTUAL	BUDGET	ESTIMATED	ADOPTED
	2009-10	2010-11	2010-11	2011-12
Transfer to Econ. Devl. Debt Serv.	\$ 877,822	\$ 1,141,074	\$ 1,141,074	\$ 1,104,389
Downtown Masterplan	142,633	50,000	30,000	200,000
Park Projects	0	150,000	150,000	350,000
Transfer to Golf Course Debt Service	549,225	550,000	550,000	550,000
Golf Course Operating	100,000	100,000	350,000	100,000
Transfer to General Fund	350,000	350,000	350,000	350,000
	<u>\$ 2,019,680</u>	<u>\$ 2,341,074</u>	<u>\$ 2,571,074</u>	<u>\$ 2,654,389</u>
Total Expenditures	\$ 2,019,680	\$ 2,341,074	\$ 2,571,074	\$ 2,654,389
Ending Fund Balance	\$ 2,404,126	\$ 2,465,494	\$ 2,195,073	\$ 1,926,409

Lake Jackson Development Corporation Financial Plan 2011-2012

	Actual 2007 - 08	Actual 2008 - 09	Actual 2009 - 10	projected 2010 - 11	2011 - 12	2012 - 13
FUND BALANCE	\$1,682,604	\$1,971,188	\$2,134,946	\$2,404,126	\$2,195,073	\$1,926,409
REVENUES						
Half Cent Sales Tax	2,337,052	2,408,688	2,277,196	2,350,000	2,373,500	2,397,235
Interest Income	53,064	20,500	11,664	12,021	12,225	9,632
Total Revenues	\$2,390,116	\$2,429,188	\$2,288,860	\$2,362,021	\$2,385,725	\$2,406,867
EXPENDITURES						
Recreation Debt Service	1,102,957	784,174	724,895	698,574	673,139	645,264
Downtown Debt Service			152,927	442,500	431,250	421,875
Downtown Street Masterplan Cash		482,031	122,852			
Downtown Maintenance				30,000	50,000	50,000
South Parking Place Design			19,781		150,000	
South Parking Place Infrastructure						
MacLean Jogging Trail Repairs				150,000		
Future Park Projects					350,000	250,000
Golf Course Debt Service /operations	548,575	549,225	549,225	550,000	550,000	550,000
Golf Course Operating Contingency	100,000	100,000	100,000	350,000	100,000	100,000
Transfer to Recreation Operations	350,000	350,000	350,000	350,000	350,000	350,000
Total Expenditures	2,101,532	2,265,431	2,019,680	2,571,074	2,654,389	2,367,139
Net Revenues (Expenditures)	288,584	163,757	269,180	(209,053)	(268,664)	39,728
ENDING FUND BALANCE	\$1,971,188	\$2,134,946	\$2,404,126	\$2,195,073	\$1,926,409	\$1,966,137
TARGET FUND BALANCE	784,174	724,895	1,141,074	1,104,389	1,067,139	816,888
Over/ (under) target balance	\$1,187,014	\$1,410,051	\$1,263,052	\$1,090,684	\$859,270	\$1,149,249

ASSUMPTIONS :

Sales tax projections for the future years, beginning 2011-2012, are calculated based on 1% growth.

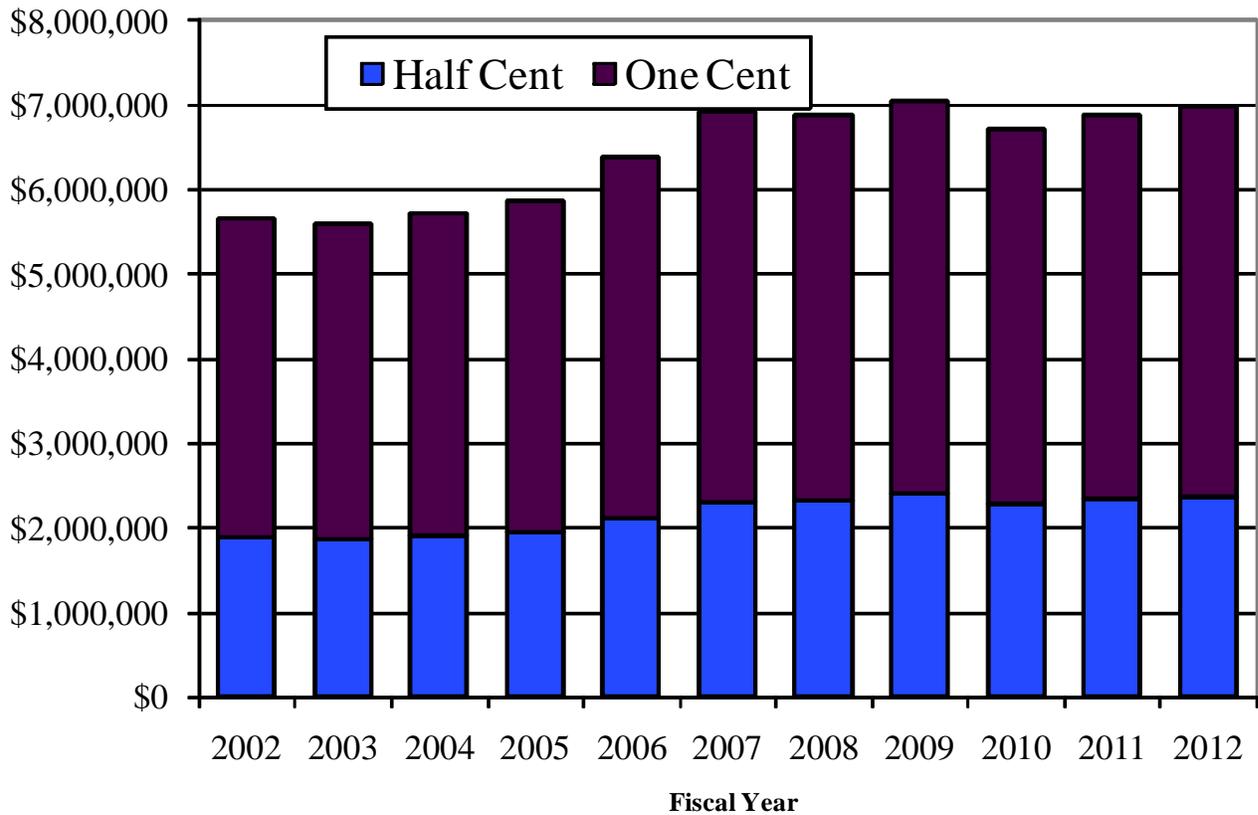
Interest income is calculated as .5% of the beginning fund balance for the year.

NOTATIONS:

The target fund balance is equal to the next fiscal years debt service requirements. The Lake Jackson Development Corporation adopted this target fund balance as a policy on April 9, 1997.

Sales Tax History

	Fiscal Year	One Cent Sales Tax	Half Cent Sales Tax	Percentage Growth
	2000	3,601,981	1,800,991	4.08%
	2001	3,673,682	1,896,841	1.99%
	2002	3,778,512	1,889,256	2.85%
	2003	3,726,533	1,863,267	-1.38%
	2004	3,810,459	1,905,230	2.25%
	2005	3,914,130	1,957,065	2.72%
	2006	4,261,667	2,130,834	8.88%
	2007	4,618,469	2,309,235	8.37%
	2008	4,553,842	2,337,052	-1.40%
	2009	4,634,553	2,408,688	1.77%
Actual	2010	4,432,443	2,277,196	-4.36%
Projected	2011	4,540,000	2,350,000	2.43%
Budgeted	2012	4,608,100	2,373,500	1.50%



ECONOMIC DEVELOPMENT DEBT SERVICE FUND

The Economic Development Debt Service Fund is used for the accumulation of resources to provide for the payment of principal, interest and agent fees on debt authorized by the Lake Jackson Economic Development Corporation

The Economic Development Fund will make a transfer to this fund equal to the required debt service payments.

Current debt includes \$5M in Certificates of Obligation sold to provide funding for phase 2 of the downtown revitalization program and \$3.8 in refunding bonds. The bonds refunded the still outstanding portion of the \$7.3 million Certificates of Obligation issued in June, 1996 to provide funding for the construction of the Recreation Center and the \$5.95M Certificates of Obligation issued in November, 1997 to provide funding for the construction of the Youth Sportsplex and Civic Center/Plaza.

ECONOMIC DEVELOPMENT DEBT SERVICE FUND

<i>RESOURCES</i>	ACTUAL	BUDGET	ESTIMATE	ADOPTED
	2009-10	2010-11	2010-11	2011-12
Fund Balance	\$ 0	\$ 0	\$ 0	\$ 0
Revenues				
Transfer from Econ. Devl.	<u>877,823</u>	<u>1,141,074</u>	<u>1,141,074</u>	<u>1,104,390</u>
	877,823	1,141,074	1,141,074	1,104,390
Total Resources	\$ 877,823	\$ 1,141,074	\$ 1,141,074	\$ 1,104,390

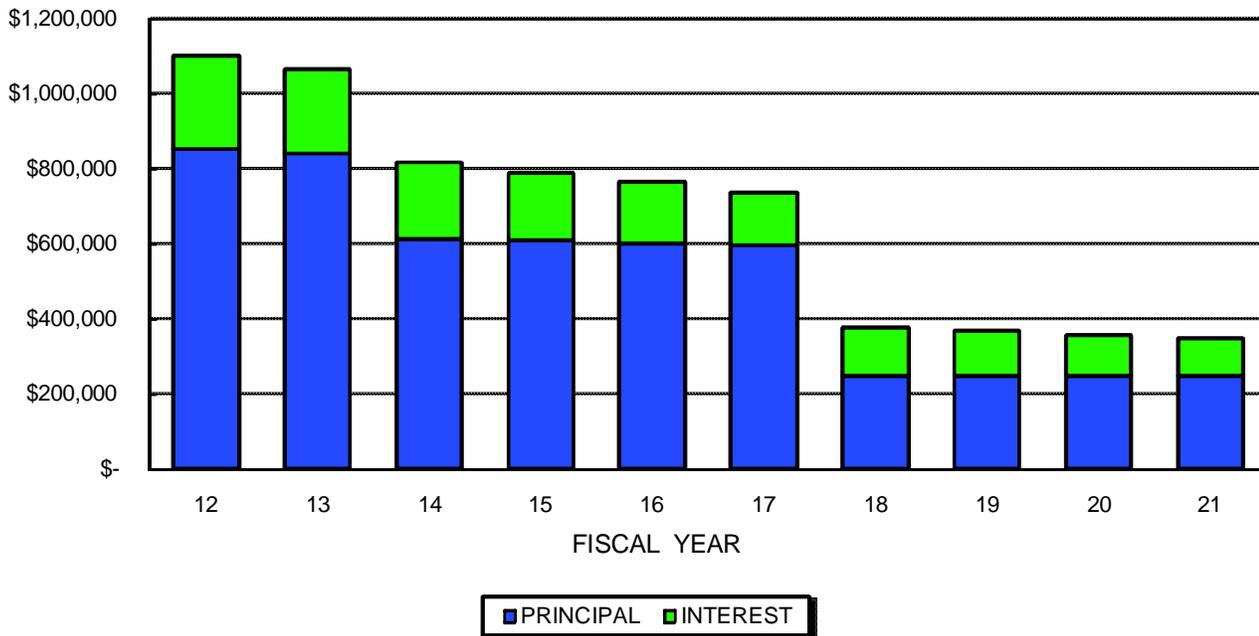
<i>EXPENDITURES</i>	ACTUAL	BUDGET	ESTIMATE	ADOPTED
	2009-10	2010-11	2010-11	2011-12
Principal	\$ 618,267	\$ 857,837	\$ 857,837	\$ 850,529
Interest	259,555	280,737	280,737	251,361
Paying Agent Fees	0	2,500	2,500	2,500
Total Expenditures	<u>877,823</u>	<u>1,141,074</u>	<u>1,141,074</u>	<u>1,104,390</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

CERTIFICATE OF OBLIGATION DEBT SERVICE SCHEDULE

DATE	2009 REFUNDING FISCAL TOTALS		2009 SERIES FISCAL TOTALS	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2011 - 12	600,528	70,111	250,000	181,250
2012 - 13	590,518	52,246	250,000	171,875
2013 - 14	363,325	37,938	250,000	163,125
2014 - 15	357,362	27,128	250,000	154,375
2015 - 16	351,388	16,497	250,000	145,625
2016 - 17	345,407	5,613	250,000	136,875
2017 - 18			250,000	127,500
2018 - 19			250,000	117,500
2019 - 20			250,000	107,500
2020 - 21			250,000	97,500
2021 - 22			250,000	87,500
2022 - 23			250,000	77,500
2023 - 24			250,000	67,500
2024 - 25			250,000	57,500
2025 - 26			250,000	47,375
2026 - 27			250,000	37,063
2027 - 28			250,000	26,625
2028 - 29			250,000	16,063
2029 - 30			250,000	5,375
2030 - 31				
TOTAL	\$2,608,528	\$209,533	\$4,750,000	\$1,825,625

FISCAL GRAND TOTALS		
PRINCIPAL	INTEREST	TOTAL
850,528	251,361	1,101,889
840,518	224,121	1,064,639
613,325	201,063	814,388
607,362	181,503	788,865
601,388	162,122	763,510
595,407	142,488	737,895
250,000	127,500	377,500
250,000	117,500	367,500
250,000	107,500	357,500
250,000	97,500	347,500
250,000	87,500	337,500
250,000	77,500	327,500
250,000	67,500	317,500
250,000	57,500	307,500
250,000	47,375	297,375
250,000	37,063	287,063
250,000	26,625	276,625
250,000	16,063	266,063
250,000	5,375	255,375
0	0	0
\$7,358,528	\$2,035,158	\$9,393,686

ECONOMIC DEVL. DEBT SERVICE FUND
LONG - TERM DEBT SCHEDULE



**GOLF COURSE BOND DEBT SERVICE FUND
SCHEDULE OF BONDS OUTSTANDING**

CERTIFICATE OF OBLIGATION ISSUE	AMOUNT OF ISSUE	INTEREST RATE	YEAR OF MATURITY	AMOUNT OUTSTANDING @ 10/01/11	2011 - 12 PRINCIPAL DUE	2011 - 12 INTEREST DUE	2011 - 12 TOTAL DUE
G.O. 2002	\$6,000,000	4.70	2023	\$ 4,200,000	\$ 270,000	\$ 194,070	\$ 464,070
C.O 2002	\$1,200,000	3.96	2024	\$ 720,000	\$ 60,000	\$ 28,290	\$ 88,290
TOTAL ALL ISSUES				\$4,920,000	\$ 330,000	\$ 222,360	\$ 552,360

Bond Ratings : Moody's - Aa2, S&P's - AA+



Junior Golf Camp participants receiving instruction

GOLF COURSE FUNDS

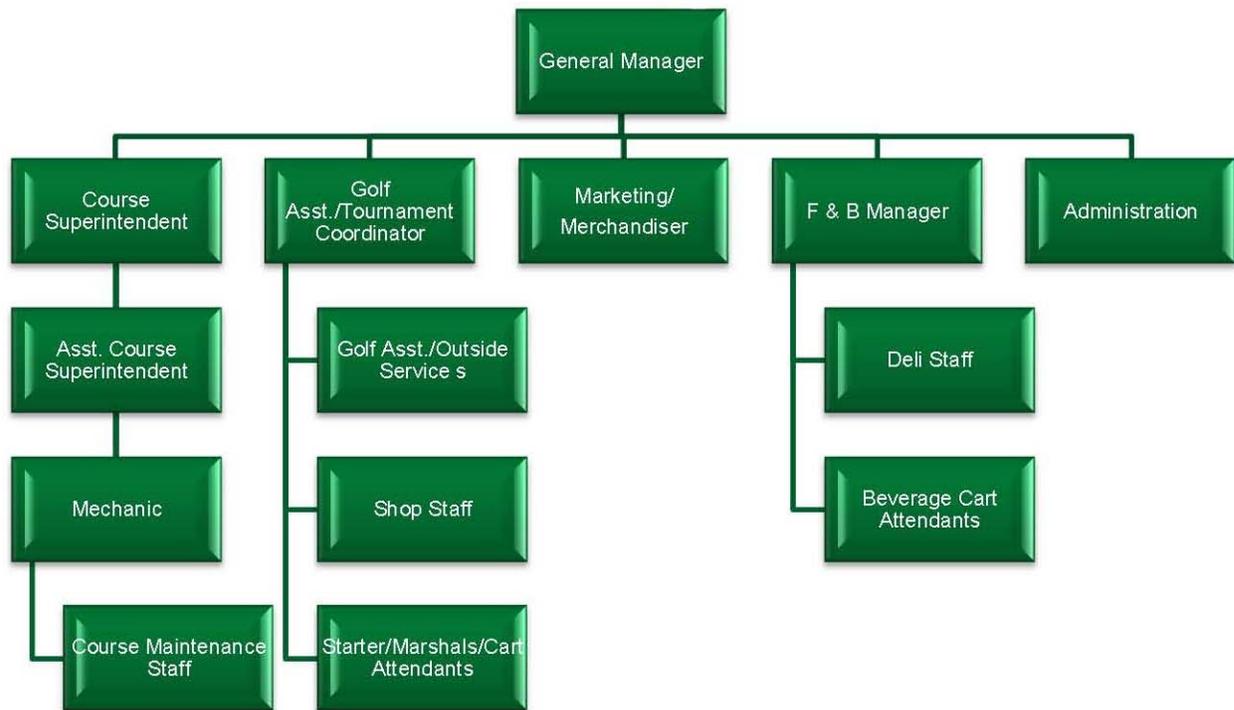


LAKE JACKSON

City of Enchantment



Golf Course



The City of Lake Jackson has contracted with Kemper Sports to manage and operate the City owned Wilderness Golf Course. All employees are employed by KemperSports.

The Wilderness Golf Club

This Golf Department is responsible for the marketing, upkeep, and strategic planning of the success of The City of Lake Jackson owned golf course facility “The Wilderness Golf Club”. It is our sole purpose to promote the game of golf in Southern Brazoria County and to best represent The City of Lake Jackson in our management company’s philosophy of “Best in Class”. We have established a local tournament book of business along with offering various golf programs for Seniors, Ladies, and Juniors throughout our community. By reaching out to attract out of county guests into our golf facilities helps in the overall promotional activity of The City of Lake Jackson and what is best in our community.

GOLF COURSE

FY11-12 GOALS & OBJECTIVES

Department Goals:

- 1 Increase round counts by 3,085 over prior year. Drive larger volume of rounds through the promotional markets (Seniors, Juniors, Families, and hotels)
- 2 Implement bounce back tickets to encourage repeat business during the off peak and twilight hours.
- 3 Implement family golf tees to encourage parents and children playing during the afternoon and twilight hours. Encourage the families to play 9-holes as an affordable and exciting recreation option. Promote Kids Play Complimentary with a paid adult to drive larger volume of rounds.
- 4 Promote GolfReadyNow and family golf through City of Lake Jackson Parks and Recreation Department.
- 5 Promote The Wilderness at Lake Jackson through third party marketing companies such as GolfNow -new marketing component of the Golf Channel.
- 6 Develop new relationships with area hotel sales and front desk staff. Offer complimentary rental clubs with the purchase of a green fee & cart fee.
- 7 Introduce new event formats similar in nature to the Wednesday Golfaholics to increase play during the evening hours.
- 8 Establish personal relationships with local area business owners and corporate event planners to drive addition group and league business.
- 9 Hold current off peak pricing strategies and promote Senior weekend play on afternoons.
- 10 Transition some of the off priced weekend afternoon corporate play to weekdays and fill with higher regular rate business during peak hours.

Measures

<u>The Wilderness</u>					
<u>Measures</u>	2009-10	2010-11	2010-11	2011-12	
	Actual	Budget	Projected	Proposed	
Rounds	38,059	42,368	39,981	43,066	
Resident	27,022	30,505	27,987	30,146	
Non-Resident	25,597	5,299	4,379	4,208	
Tournament	5,440	6,564	7,615	8,712	
GF/CF Avg./Rd.	\$28.08	\$32.64	\$29.22	\$28.56	
WGA Membership	254	450	190	220	
E-Mail Customer Base	8,871	9,214	8,903	9,500	
Pro-Shop \$ Avg./Rd.	\$5.54	\$6.25	\$4.43	\$4.44	
F & B \$ Avg./Rd.	\$5.58	\$6.22	\$5.73	\$5.59	
Driving Range \$ Avg./Rd.	\$1.41	\$2.07	\$1.64	\$1.59	

THE WILDERNESS GOLF COURSE

	<u>ACTUAL 2007-08</u>	<u>ACTUAL 2008-09</u>	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>ESTIMATE 2010-11</u>	<u>ADOPTED 2011-12</u>
REVENUES						
Course & Ground	961,585	1,011,830	843,794	1,104,502	906,291	949,111
Cart Revenue	279,759	269,234	224,776	278,397	262,143	269,944
Golf Shop	289,999	249,374	210,933	264,738	177,009	191,253
Range	68,987	73,721	53,600	87,498	65,715	68,457
Food & Beverage	256,044	260,991	212,317	263,487	228,974	240,773
General & Administrative	20,991	4,581	8,325	0	0	0
Total Revenues	<u>1,877,365</u>	<u>1,869,731</u>	<u>1,553,745</u>	<u>1,998,622</u>	<u>1,640,132</u>	<u>1,719,538</u>
Cost of Sales						
COGS - Merchandise	198,398	160,767	209,255	172,080	172,460	115,051
COGS - Food & beverage	99,704	106,889	91,457	93,118	87,462	84,180
Total Cost of Sales	<u>298,102</u>	<u>267,656</u>	<u>300,712</u>	<u>265,198</u>	<u>259,922</u>	<u>199,231</u>
Gross Profit	<u>1,579,263</u>	<u>1,602,075</u>	<u>1,253,033</u>	<u>1,733,424</u>	<u>1,380,210</u>	<u>1,520,307</u>
EXPENSES						
Course & Ground	707,540	816,979	817,165	856,606	798,890	699,996
Cart	124,385	134,202	149,159	155,251	136,428	191,221
Golf Shop	174,748	201,018	182,190	193,435	193,180	143,845
Range	2,958	6,447	0	0	1,753	4,120
Food & Beverage	127,326	128,560	116,094	132,256	123,394	121,520
General & Administrative	300,713	285,506	308,562	302,931	254,870	266,210
Total Expenses	<u>1,437,670</u>	<u>1,572,712</u>	<u>1,573,170</u>	<u>1,640,479</u>	<u>1,508,515</u>	<u>1,426,912</u>
Net Operating Income	<u>141,593</u>	<u>29,363</u>	<u>(320,137)</u>	<u>92,945</u>	<u>(128,305)</u>	<u>93,395</u>
Non-Operating Revenues (Expenses)						
Debt Service	(12,384)	(10,593)	(4,030)	(6,430)	(6,430)	(3,360)
Kemper Management Fee	(80,939)	(83,496)	(84,000)	(84,000)	(84,000)	(84,000)
Trsf from Econ. Devl	100,000	100,000	100,000	100,000	350,000	100,000
NET INCOME	<u>148,270</u>	<u>35,274</u>	<u>(308,167)</u>	<u>102,515</u>	<u>131,265</u>	<u>106,035</u>

PERSONNEL	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATE 2010-11	ADOPTED 2011-12
Course & Grounds	10.0	11.0	11.0	10.5
Pro Shop / Admin	6.0	7.0	5.5	4.5
Deli Operations	6.5	6.5	5.0	5.0
Outside Service	5.5	5.5	5.5	4.5
Starter & Marshals	3.0	3.0	3.0	3.0
Total Personnel	31.0	33.0	30.0	27.5

GOLF COURSE BOND DEBT SERVICE FUND

This fund is established to account for the resources necessary to pay the principal and interest on the \$6.0M golf course construction bonds issued in June of 2002 and the \$1.2 million Certificates of Obligation issued in June 2003.

It is anticipated the operations of the Golf Course will not provide sufficient revenues to provide funds for all of the necessary debt service. Therefore, the Lake Jackson Development Corporation has set aside \$550,000 in half cent sales tax revenues (Economic Development Fund) for the life of the bonds to insure funds are available for debt service payments. In 2011-2012 it is anticipated debt service will be paid by the \$550,000 transfer from the Economic Development Fund and a small transfer from the Golf Course Operating Fund.

GOLF COURSE BOND DEBT SERVICE FUND

<i>RESOURCES</i>	ACTUAL	BUDGET	ESTIMATE	ADOPTED
	2009-10	2010-11	2010-11	2011-12
Fund Balance	\$ 0	\$ 0	\$ 0	\$ 0
Revenues				
Transfer from Golf Operations	4,030	6,430	6,430	3,360
Transfer from Econ. Devl.	549,225	550,000	550,000	550,000
	<u>553,255</u>	<u>556,430</u>	<u>556,430</u>	<u>553,360</u>
Total Resources	\$ 553,255	\$ 556,430	\$ 556,430	\$ 553,360

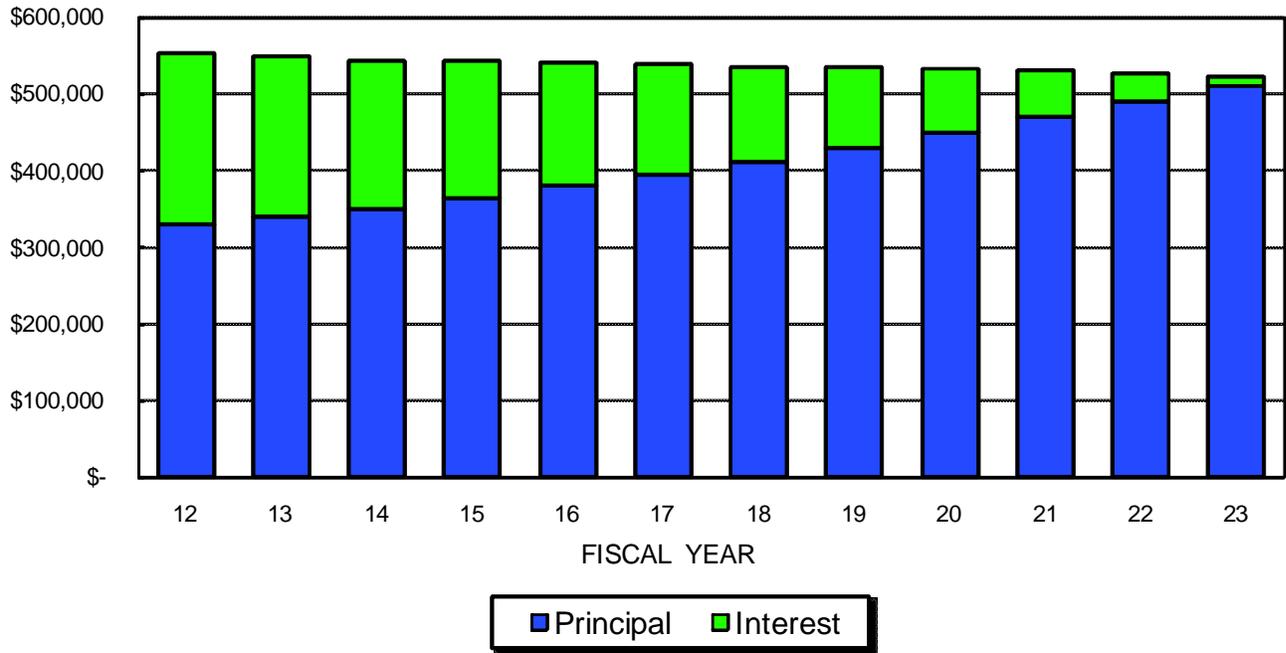
<i>EXPENDITURES</i>	ACTUAL	BUDGET	ESTIMATE	ADOPTED
	2009-10	2010-11	2010-11	2011-12
Principal	\$ 305,000	\$ 320,000	\$ 320,000	\$ 330,000
Interest	247,655	235,430	235,430	222,360
Paying Agent Fees	600	1,000	1,000	1,000
	<u>553,255</u>	<u>556,430</u>	<u>556,430</u>	<u>553,360</u>
Total Expenditures				
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 0

GOLF COURSE BONDS DEBT SERVICE SCHEDULE

DATE	2002 SERIES		2003 SERIES	
	FISCAL TOTALS		FISCAL TOTALS	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2011 - 12	270,000	194,070	60,000	28,290
2012 - 13	280,000	182,380	60,000	26,190
2013 - 14	290,000	169,980	60,000	24,030
2014 - 15	305,000	156,661	60,000	21,750
2015 - 16	320,000	142,282	60,000	19,380
2016 - 17	335,000	126,886	60,000	16,950
2017 - 18	350,000	110,530	60,000	14,475
2018 - 19	370,000	93,065	60,000	11,955
2019 - 20	390,000	74,250	60,000	9,375
2020 - 21	410,000	54,250	60,000	6,750
2021 - 22	430,000	33,250	60,000	4,080
2022 - 23	450,000	11,250	60,000	1,365
TOTAL	\$4,200,000	\$1,348,855	\$720,000	\$184,590

FISCAL GRAND TOTALS		
PRINCIPAL	INTEREST	TOTAL
330,000	222,360	552,360
340,000	208,570	548,570
350,000	194,010	544,010
365,000	178,411	543,411
380,000	161,662	541,662
395,000	143,836	538,836
410,000	125,005	535,005
430,000	105,020	535,020
450,000	83,625	533,625
470,000	61,000	531,000
490,000	37,330	527,330
510,000	12,615	522,615
\$4,920,000	\$1,533,445	\$6,453,445

GOLF COURSE DEBT SERVICE FUND
LONG - TERM DEBT SCHEDULE



Junior Golf Camp held Summer 2011



OTHER FUNDS



LAKE JACKSON

City of Enchantment



EQUIPMENT REPLACEMENT FUND

The objectives of this fund are:

1. To provide the necessary cash to replace equipment as it becomes obsolete or worn out and at the same time minimize the year to year budgetary impact of equipment purchases.
2. To provide a means, other than short term borrowing, to purchase additional equipment; and, at the same time minimize the year to year budgetary impact of such new acquisitions.
3. To serve as our self-insurance on our equipment/vehicles for values under \$20,000.

How the fund functions:

Rather than budget for equipment purchases in each department, each department pays a calculated amount into the equipment replacement fund on a yearly basis. This amount is budgeted in each department's operating budget as a transfer to equipment replacement. Equipment purchases are then budgeted in the Equipment Replacement Fund.

The amount a department budgets as their transfer to Equipment Replacement is based on the equipment used by the department, the equipment's estimated cost and its estimated life. For example, if a mower was purchased for the Parks Department for \$10,000 in 2006 with an estimated life of five years, the Parks Department would transfer \$2,000 ($10,000/5$) into the Equipment Replacement Fund in each of the years 2006 thru 2010.

ACCOMPLISHMENTS

The following are the largest expenditures out of the Equipment Replacement Fund in FY10-11:

Computer Equipment & Software	180,000
Armored Vehicle (grant funded)	152,500
Replace Patrol Units	108,000
Replace 698 Ambulance	232,825
Replace 709/719 Wastewater Vector Truck	334,900
Replace Tank on Residential Unit 733	92,000
Replace Rear Loader Unit 722 - Sanitation	233,081

EQUIPMENT REPLACEMENT FUND

LARGEST PURCHASES FOR FY11-12

Replace Patrol Units (4)	108,000
Replace Police Staff Units (2)	50,000
Replace mowers (3) & decks (3)	46,650
Replace Street Flatbed 617	88,000
New Mini Track Hoe	42,000
Replace Commercial Garbage Tanks	188,000
Commercial Garbage Containers	40,000

IMPACT ON OPERATING BUDGET

Purchases made in the current fiscal year and budgeted purchases for FY 11-12 will ultimately increase transfers from the General and Utility Funds. Transfers to equipment replacement are budgeted in each department and calculated based on the department's equipment which has been purchased from this fund.

When we make major purchases in a given year, the following year the impact on the operating fund is felt. For example, purchases made in FY 10-11 are impacting FY 11-12 as follows:

General Fund Contributions:

Administration	(\$1,385)
Municipal Court	\$22,196
Finance	(\$2,950)
Engineering	(\$6,855)
Police	(\$1,908)
Fire	\$10,290
EMS	(\$21,350)
Streets & Drainage	(\$2,950)
Parks	(\$8,190)
Recreation	\$3,780
Garage	(\$810)
Civic Center	<u>(\$1,725)</u>
Total	(\$11,857)

Utility Fund Contributions:

Utility Admin	(\$2,318)
Water	(\$1,830)
Wastewater	\$45,246
Sanitation	<u>\$5,410</u>
Total	\$46,508

EQUIPMENT REPLACEMENT FUND

<i>RESOURCES</i>	ACTUAL	BUDGET	ESTIMATED	ADOPTED
	2009 - 10	2010 - 11	2010 - 11	2011 - 12
Fund Balance	\$ 2,436,928	\$ 3,527,097	\$ 3,527,097	\$ 3,606,041
Revenues				
Transfer from General Fund	996,730	935,983	935,983	925,119
Transfer from Utility Fund	626,150	658,723	658,723	705,231
Interest Income	17,233	15,000	23,000	20,000
Grants & Contributions	4,000	4,000	4,000	0
Grant - PD building locks	20,010	0	0	0
Grant - Armored Vehicle	0	0	147,284	0
Sale of Fixed Asset	15,130	0	27,725	0
	\$ 1,679,253	\$ 1,613,706	\$ 1,796,715	\$ 1,650,350
Total Resources	\$ 4,116,181	\$ 5,140,803	\$ 5,323,812	\$ 5,256,391

<i>EXPENDITURES</i>	ACTUAL	BUDGET	ESTIMATED	ADOPTED
	2009 - 10	2010 - 11	2010 - 11	2011 - 12
Computer Equipment & Software	\$ 253,478	\$ 180,000	\$ 180,000	\$ 185,000
Police Cars	12,582	0	0	0
Armored Vehicle	0	0	152,500	0
40 - 4 yd containers	12,796	20,000	20,000	0
Roll off Containers 4 20CY	0	20,000	20,000	0
Door Locks PD Building	20,000	0	20,000	0
Repl rear Loader 722 - Sanitation	233,081	0	233,081	0
Replace WWTP Blower	22,235	0	0	0
Replace 690 Pickup (Streets)	17,674	0	0	0
Repl 619 pickup (Parks)	17,238	0	0	0
Replace Patrol Unit 839	0	25,000	27,000	0
Replace Patrol Unit 895	0	25,000	27,000	0
Replace Patrol Unit 867	0	25,000	27,000	0
Replace Patrol Unit 898	0	25,000	27,000	0
Replace 798 2001 Fire Suburban	0	45,000	50,175	0
Replace 698 Ambulance	0	232,000	232,825	0
Replace Inspections pickup 642	0	19,000	17,700	0
Recreation Stack Machine Weight Roor	0	10,000	9,445	0
Meter Reading Probes (2)	0	8,000	7,300	0
Replace Blower #4 WWTP	0	25,000	22,600	0
Replace 709 / 719 Vactor Truck WW	0	335,000	334,900	0
Replace 568 Flatbed Chassis	0	71,500	64,745	0
Replace Tank on Residential unit 733	0	92,000	92,000	0
Armored Vehicle	0	152,500	152,500	0

EQUIPMENT REPLACEMENT FUND

CONTINUED

<i>EXPENDITURES</i>	ACTUAL	BUDGET	ESTIMATED	ADOPTED
	2009 - 10	2010 - 11	2010 - 11	2011 - 12
Replace Admin 2000 Van #687	0	0	0	25,000
Replace Patrol Unit 897	0	0	0	27,000
Replace Patrol Unit 899	0	0	0	27,000
Replace Patrol Unit 1017	0	0	0	27,000
Replace Patrol Unit 1016	0	0	0	27,000
Replace Staff Unit 781	0	0	0	25,000
Replace Staff Unit 780	0	0	0	25,000
Replace Motorcycle radar units (3)	0	0	0	9,000
Replace Thermal imaging camera	0	0	0	12,000
Replace 3 exmark mowers	0	0	0	30,000
Replace Parks Pickup 747	0	0	0	20,000
Replace streets Flatbed 617	0	0	0	88,000
Replace Drainage Pickup 692	0	0	0	18,000
Replace 1190R Mowing Deck 711	0	0	0	5,550
Replace 1190R Mowing Deck 794	0	0	0	5,550
Replace 1190R Mowing Deck 812	0	0	0	5,550
New Mini Track Hoe	0	0	0	42,000
WWTP Replace Blower #8	0	0	0	25,000
Replace 764 One Ton with Crane body	0	0	0	57,000
Replace 702 One Ton with Service bod	0	0	0	30,000
Replace 744 F-150	0	0	0	22,000
Replace Commercial Tank 807	0	0	0	94,000
Replace Commercial Tank 825	0	0	0	94,000
Replace 4 roll off containers	0	0	0	20,000
Replace 4 Cu Yd containers	0	0	0	20,000
<i>Total Expenditures</i>	\$ 589,084	\$ 1,310,000	\$ 1,717,771	\$ 965,650
Ending Fund Balance	\$ 3,527,097	\$ 3,830,803	\$ 3,606,041	\$ 4,290,741

PARK FUND

The Park Fund was created by City Ordinance in 1977. This Ordinance requires a developer to dedicate a site or sites to the public for park purposes at a ratio of one-half acre of park for every one hundred persons in the subdivision or development. This ordinance further provided that the City Council may elect to accept money as an alternative to the dedication of land where there is no park designated by the Comprehensive Master Plan or no park or recreation facility is recommended in the area by the Parks Board. If money is to be donated, the rate is \$295 per lot in the subdivision or \$252 per living unit in a duplex, townhouse, apartment or other multifamily units. Due to a decreasing number of new subdivisions (developing subdivisions have already made their contributions), and the fact the last couple of new subdivisions donated land rather than money, income in this fund has primarily been year end transfers from the General Fund.

The City's Park Board develops the budget for this fund. Expenditures are typically dedicated to small park related capital improvements and maintenance items. Projects primarily include ball field and general park enhancements, as well as some small park facility and equipment acquisitions.

ACCOMPLISHMENTS

Suggs Field Improvements	\$25,000
Kids Fish	\$4,500
Oyster Creek/Dunbar Canoe Launch/Parking	\$65,000
Dunbar Launch Design Services	\$8,000
Kids Fish	\$4,500
Recreation Center Natatorium Timing System	\$5,000

PROJECTS FOR FY 11-12

Park Renovations	\$50,000
Shy Pond Pier Replacement	\$30,000
Contingency	\$15,000
Hike/Bike Connection project	\$10,000
Public Relations	\$5,000
Dog Park Study	\$5,000
Kidfish	\$4,500

IMPACT ON THE BUDGET

There will be minimal impact on the operating budget.

MAJOR PROJECTS

Park Renovations- This will be a collection of projects in updating and renovating parks throughout the city. We plan to start again updating playground equipment in high traffic areas as well as adding water fountains, benches and other amenities in area parks. (\$50,000)

Shy Pond Pier Replacement- This project will entail a complete rebuild of the pier at Shy Pond. This is a greatly used amenity at Morrison Park and in order to ensure the continued safety of its use, it has reached its years and will be completely rebuilt. (\$30,000)

Hike and Bike Connection Project- This project will include seeding a new connection point developed by our Hike and Bike committee that will close gaps in access from our Oyster Creek Drive trail to the College. (\$10,000)

Public Relations- This project will include creating and exploring new advertising and public relation opportunities for the Cities entire parks and recreation department. The board plans on developing literature as well as devise new networking techniques to market both our parks system and our recreational activities and centers. (\$5,000)

Dog Park Study- The project will begin as a study project in looking at the options and potentials of building the City of Lake Jackson's first dog park. (\$5,000)

PARK FUND

RESOURCES	ACTUAL 2009 - 10	BUDGET 2010 - 11	ESTIMATED 2010 - 11	ADOPTED 2011 - 12
Fund Balance	\$ 305,847	\$ 276,582	\$ 276,582	\$ 271,632
Transfer				
09-10 General Fund Savings	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>271,632</u>
Fund Balance	305,847	276,582	376,582	271,632
Revenues				
Transfer from General Fund	\$ 0	\$ 0	\$ 0	\$ 0
Interest Income	1,514	0	1,200	1,000
Sale of Parkland	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	\$ 1,514	\$ 0	\$ 1,200	\$ 1,000
Total Resources	\$ 307,361	\$ 276,582	\$ 377,782	\$ 272,632

EXPENDITURES	ACTUAL 2009 - 10	BUDGET 2010 - 11	ESTIMATED 2010 - 11	ADOPTED 2011 - 12
Public Relations - Parks and Rec	\$ 0	\$ 0	\$ 0	\$ 5,000
Suggs Field Improvements	0	25,000	25,000	0
Dunbar SW side restroom	0	50,000	0	0
Park Renovations	0	0	0	50,000
MacLean Park Playground	5,198	0	0	0
Water Fountain @ OCD trail	3,980	0	0	0
Hike / Bike	0	0	0	10,000
Kid Fish	4,500	4,500	4,500	4,500
Youth Soccer Improvements	14,876	0	5,000 *	0
Oyster Creek/Dunbar canoe launch/parking		65,000	65,000	0
Dunbar launch Design services	2,225	8,000	1,650	0
Shy Pond Pier Replacement	0	0	0	30,000
Dog Park	0	0	0	5,000
Disc Golf Course @ Dunbar Park	0	0	0	0
Swim - timing system	0	0	5,000	0
Contingency Fund	0	2,500	0	15,000
Total Expenditures	\$ 30,779	\$ 155,000	\$ 106,150	\$ 119,500
Ending Fund Balance	\$ 276,582	\$ 121,582	\$ 271,632	\$ 153,132

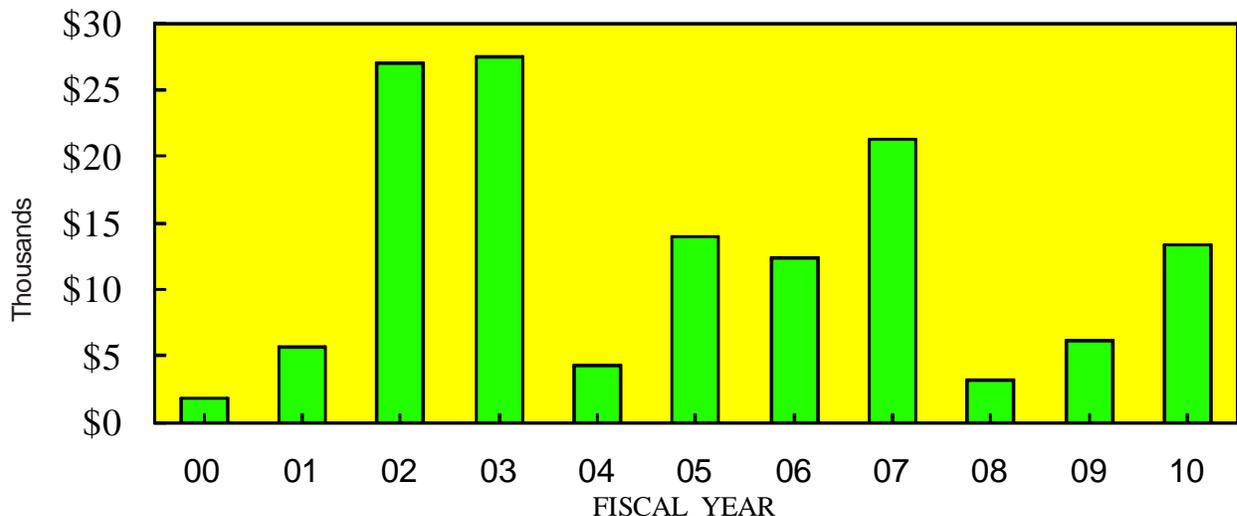
* \$25,000 budgeted in 2009-10

UNEMPLOYMENT INSURANCE FUND

<i>RESOURCES</i>	ACTUAL	BUDGET	ESTIMATED	ADOPTED
	2009-10	2010-11	2010-11	2011-12
Fund Balance	\$ 222,210	\$ 210,075	\$ 210,075	\$ 196,125
Revenues				
Transfer From Utility Fund	\$ 0	\$ 0	\$ 0	\$ 0
Transfer From General Fund	0	0	0	0
Interest	1,223	1,500	1,050	1,500
	\$ 1,223	\$ 1,500	\$ 1,050	\$ 1,500
Total Resources	\$ 223,433	\$ 211,575	\$ 211,125	\$ 197,625

<i>EXPENDITURES</i>	ACTUAL	BUDGET	ESTIMATED	ADOPTED
	2009-10	2010-11	2010-11	2011-12
Unemployment Claims	\$ 13,358	\$ 15,000	\$ 15,000	\$ 15,000
Total Expenditures	\$ 13,358	\$ 15,000	\$ 15,000	\$ 15,000
Ending Fund Balance	\$ 210,075	\$ 196,575	\$ 196,125	\$ 182,625

UNEMPLOYMENT CLAIMS



MOTEL OCCUPANCY

The purpose of this fund is to account for resources generated from the local motel occupancy tax. Effective February 1, 1994 the City's portion of this tax was raised from 4% to 7%. By Resolution it is the policy of the City of Lake Jackson to use these funds in the following specific ways to encourage tourism:

- * Pass through as much as 14% of the motel tax revenues to the Festival of Lights.
- * Pass through at least 29% of the motel tax revenues for tourism.
- * Pass through as much as 14% of the motel tax revenues to the Brazosport Fine Arts Council for the promotion of the Arts.
- * Pass through as much as 21% of the motel tax revenues to the Museum of Natural Science to encourage visitation to museums.
- * Pass through as much as 21% of the Motel Tax Revenues to the Lake Jackson Historical Museum (Lake Jackson Historical Association).
- * The remainder is allocated for other lawful methods of advertising the City or encouraging tourism, including preservation of historical sites, encouraging visitation to museums, and promotion of the Civic Center and downtown.

MOTEL OCCUPANCY TAX FUND

RESOURCES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Fund Balance	\$ 134,426	\$ 100,241	\$ 100,241	\$ 72,215
Revenues				
Motel Occupancy Tax	\$ 206,933	\$ 230,000	\$ 227,600	\$ 218,000
Interest Income	504	1,000	350	500
	\$ 207,437	\$ 231,000	\$ 227,950	\$ 218,500
Total Resources	\$ 341,863	\$ 331,241	\$ 328,191	\$ 290,715

EXPENDITURES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Fine Arts Council	\$ 28,371	\$ 32,857	\$ 32,515	\$ 31,145
Brazosport Area C of C	85,720	85,720	85,720	85,000
Museum of Natural Science	42,556	49,285	48,770	46,715
L.J. Historical Museum	42,556	49,285	48,770	46,715
Softball Tournament	2,200	2,200	2,200	2,200
Babe Ruth Tournament	0	3,000	3,000	
Marketing Items / Brochure	15,218	5,000	5,000	5,000
YAC Conference	0	0	0	0
Transfer to Special Events	25,000	30,000	30,000	30,000
Total Expenditures	\$ 241,622	\$ 257,347	\$ 255,976	\$ 246,775
Ending Fund Balance	\$ 100,241	\$ 73,894	\$ 72,215	\$ 43,940

SPECIAL EVENTS FUND

RESOURCES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Fund Balance	\$ 45	2,448	2,448	2,188
Revenues				
Transfer from General Fund	\$ 20,000	20,000	20,000	20,000
Transfer from Motel Occ.	25,000	30,000	30,000	30,000
Revenues from FOL	14,705	14,000	17,375	15,000
Revenues from "The Fourth"	0	0	0	0
Miscellaneous	0	0	0	0
	<u>\$ 59,705</u>	<u>\$ 64,000</u>	<u>\$ 67,375</u>	<u>\$ 65,000</u>
Total Resources	\$ 59,750	\$ 66,448	\$ 69,823	\$ 67,188

EXPENDITURES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Festival of Lights	\$ 33,502	35,000	37,635	35,000
Concerts in the Park	3,800	10,000	10,000	10,000
July 4th Celebration	20,000	20,000	20,000	20,000
	<u>\$ 57,302</u>	<u>\$ 65,000</u>	<u>\$ 67,635</u>	<u>\$ 65,000</u>
Total Expenditures	\$ 57,302	\$ 65,000	\$ 67,635	\$ 65,000
Ending Fund Balance	<u>\$ 2,448</u>	<u>\$ 1,448</u>	<u>\$ 2,188</u>	<u>\$ 2,188</u>

RED LIGHT CAMERA FUND

RESOURCES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Fund Balance	\$ 62,910	105,654	105,654	130,654
Revenues				
Red Light Violation Fines	\$ 75,775	50,000	45,000	40,000
Miscellaneous	0	0	0	0
	<u>\$ 75,775</u>	<u>\$ 50,000</u>	<u>\$ 45,000</u>	<u>\$ 40,000</u>
Total Resources	\$ 138,685	\$ 155,654	\$ 150,654	\$ 170,654

EXPENDITURES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
State of Texas Portion	\$ 32,535	18,000	20,000	20,000
Flashing School Zone Lights	0	0	0	118,125
Miscellaneous	496	0	0	0
	<u>496</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	\$ 33,031	\$ 18,000	\$ 20,000	\$ 138,125
Ending Fund Balance	\$ 105,654	\$ 137,654	\$ 130,654	\$ 32,529

GENERAL CONTINGENCY FUND

RESOURCES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Fund Balance	\$ 1,109,414	\$ 1,114,701	\$ 1,114,701	\$ 1,032,401
Revenues				
Transfer from General Fund	\$ 330,000	\$ 0	\$ 242,600	\$ 0
Interest Income	<u>5,287</u>	<u>5,000</u>	<u>5,100</u>	<u>5,000</u>
	\$ 335,287	\$ 5,000	\$ 247,700	\$ 5,000
Total Resources	\$ 1,444,701	\$ 1,119,701	\$ 1,362,401	\$ 1,037,401

EXPENDITURES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Transfer to Utility Fund	\$ 70,000	\$ 70,000	\$ 70,000	\$ 0
Transfer to General Fund	<u>260,000</u>	<u>260,000</u>	<u>260,000</u>	<u>242,600</u>
Total Expenditures	\$ 330,000	\$ 330,000	\$ 330,000	\$ 242,600
Ending Fund Balance	\$ 1,114,701	\$ 789,701	\$ 1,032,401	\$ 794,801

UTILITY CONTINGENCY FUND

RESOURCES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Fund Balance	\$ 340,451	\$ 342,392	\$ 342,392	\$ 414,492
Revenues				
Transfer from Utility Fund	\$ 0	\$ 0	\$ 70,400	\$ 0
Interest Income	1,941	1,500	1,700	1,200
	<u>\$ 1,941</u>	<u>\$ 1,500</u>	<u>\$ 72,100</u>	<u>\$ 1,200</u>
Total Resources	\$ 342,392	\$ 343,892	\$ 414,492	\$ 415,692

EXPENDITURES	ACTUAL 2009-10	BUDGET 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12
Transfer to Utility Fund	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>70,400</u>
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 70,400
Ending Fund Balance	\$ <u>342,392</u>	\$ <u>343,892</u>	\$ <u>414,492</u>	\$ <u>345,292</u>



Festival of Lights 2010

MULTI-YEAR FUNDS



LAKE JACKSON

City of Enchantment



MULTI-YEAR FUNDS SUMMARY

This section includes all of our Bond Construction Funds. Projects included in these funds typically take one or more years to complete. All Infrastructure Improvement bonds were worded to include Water, Sewer, Drainage and Sidewalk and Street reconstruction. Therefore, when the designated projects are complete the remaining funds can be used on like projects. Construction funds included here include

2004 Infrastructure Improvement Fund (Oak Dr -city hall portion, Dixie Drive, S. Yaupon, S. Magnolia) Remaining funds from the 1999 and 2001 Infrastructure funds were transferred here. All of the projects initially planned in this fund and some additional projects have been completed. Projections are for there to be remaining money in this fund. In 2011 a portion of the remaining money in this fund was used to cover the deficit in the 2009 Infrastructure Bond Fund. Currently, there remains \$226,663 in this fund. As part of the budget process we will determine how to best utilize these funds.

2007 Infrastructure Improvement Fund(Brazos Oaks, Municipal Court/ EOC)

Projects planned for this fund are now complete. There remains \$102,874 in this fund. Again, as part of the budget process will determine the best use of this money.

2007 Water and Sewer Bond Construction Fund (Highway relocates, Master Lift Station upgrades, repaint/ repair Balsam Tower)

Almost all of the projects included in this bond issue are now complete or under construction. Projects in this fund included the utility relocations for the state highway project through town. Initially estimated at \$750,000 the relocation projects were completed at a cost of \$1,050,056. Total projected cost for this fund indicate a deficit which will be covered by remaining funds in some of the other bond issues, primarily the 2010 Water and Sewer Bond Construction Fund.

2009 Infrastructure Improvement Fund (Oak Dr to That Way, Jasmine, Winding Way)

All projects in this fund are now complete. This fund had a slight deficit which was covered by remaining funds in the 2004 Infrastructure Bond Fund.

2010 Water and Sewer Bond Construction Fund (3 Water Wells)

These bonds were sold early in fiscal 2010 to fund the construction of two replacements and one new water well. The two replacement wells are complete and in service. The third well is nearing completion.

These projects will be completed at significantly less than the projected cost. Remaining funds will be used to make up the deficit in the 2007 Water and Sewer Fund. Also, staff had proposed funding the Wedgewood water and Blossom Sewer projects from this fund. These projects are currently in the engineering / design phase.

2010 Downtown Revitalization Bond Construction Fund. (Portions of Downtown Streets)

These Certificates of Obligation were issued early in fiscal 2010. Construction is now well underway on this project. The project was bid with the portion This Way between Circle Way and Highway 288/332 as an add alternate. We are hopeful that the initial portions of the project can be completed without using too much of the contingency funds. If this is the case, there will be funds available to complete the add alternate. However, this is the oldest part of town and we anticipate continued surprises as we remove the old

street and utilities. One of the uses of the remaining 2004 Bond funds was to transfer \$150,000 here to ensure the availability of money to complete This Way all the way to the Highway.

2010 Infrastructure Improvement Bond Construction Fund

This is the first phase of bonds approved by the voters in May 1010. Projects include drainage and street spot repairs. The project for \$1M in street spot repairs is nearing 50% completion. The major drainage projects are in the engineering/design phase.

As of July 2011, we have the following remaining funds or (deficits) before adding projects:

2004 Facility and Infrastructure Improvements	\$226,662
2007 Infrastructure Improvements	\$101,673
2007 Water & Sewer Bonds	\$(60,699)
2010 Water & Sewer Bonds	\$(71,463)
2010 Downtown Revitalization	(too early to project)
Total	\$196,173

As part of the Capital Project workshop, staff proposed the following additional projects:
Now with the latest cost information

Wedgewood Water	\$ 157,206
Blossom Sewer	\$ 118,000

Both of the above expenditures are accounted before computing the remaining balances.

Remodel of Police Offices / Old Court Area to Accommodate crime lab and Evidence room	\$ 99,841
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Quotes are in on this project and it is about to begin. This expenditure will reduce the \$196,173 in remaining funds.

Additional Funds for Downtown Add Alternate	\$ 150,000
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It now appears that we will not have but approximately \$75,000 available to assist with the funding of the downtown add alternate.. However, as more projects are completed or bid we can more accurately determine the funds available.

2004 INFRASTRUCTURE IMPROVEMENT FUND

This fund accounts for the proceeds from Phase III of the \$10.8 million in Bonds approved by the voters in 2001.

Phase III bonds in the amount of \$3,600,000 were sold in April 2004. Projects originally included in this phase included the reconstruction of South Magnolia from Lotus to SH 332; South Yaupon from Walnut to SH332; Oak Drive from Oyster Creek Drive to Circle Way; Oak Drive from SH 332 to Parking Way; Dixie Drive from Pine to Oyster Creek Drive; and "spot" repairs in the Brazos Oaks Subdivision which were to repair portions of Gardenia, Caladium, Jonquil, Redwood, Hawthorne and Blackberry. Eventually it was decided to do complete reconstruction of all streets in Brazos Oaks. To accomplish this additional bonds were issued. This is the 2007 Infrastructure bond issue. The \$650,000 in this fund was transferred to the 2007 fund and all Brazos Oaks construction cost are accounted for there.

The South Magnolia, South Yaupon and Dixie Drive projects are complete.

Because there were savings on the first two phases of the \$10.8 million bond series, the Oak Drive project included in this issue was expanded to include additional segments of the street. The reconstruction of Oak Drive from SH 332 to Oyster Creek Drive is complete. To honor our veterans this section of Oak Drive has been dual named Oak Drive / Veterans Memorial Parkway. Additional decorative lighting has been added to the project, American flags hang from the lighting.

All original projects and some additional projects planned for these funds are now complete. Because these bonds were issued for street, drainage, water and sewer improvements, we may use the remaining funds for projects of a similar nature.

In the 2009-10 budget the following additional projects were approved:

Upgrade Water Booster Pumps - \$120,000

This project will increase distribution capacity by replacing one 500 GPM pump at the Beechwood pump station and 2, 500 GPM pumps at the Oak Drive pump station with 3 1000 GPM pumps.

Replace Wedgewood Water Line - \$115,000 - This is 1880 LF of AC pipe. AC pipe is more brittle than PVC and more subject to breaks during periods of high ground movement induced by dry weather. It is our goal to replace all AC pipe. This particular one is the worst experiencing 5-7 leaks in the last two years. Each leak cost the city as much as \$5,000 in labor, materials and lost water.

Blossom Sewer Line Replacement - \$118,651 - The top of a 6" concrete line has been eaten away by sewer gases. A portion of the line has been spot repaired but the whole line needs to be replaced. Each repair averages a cost of \$3,000.

The Water Booster pump project was completed at a cost of \$99,687. However, due to shortfalls in some of the other bond construction funds, the Wedgewood and Blossom projects were placed on hold. The plan was to utilize the remaining money in this fund to ensure funding to complete approved projects in the 2007 Water and Sewer Bond Fund and the 2009 Infrastructure Improvements Bond Construction Fund.

Then, the projects (water wells) in the 2009 Water and Sewer Bond Fund came in significantly under budgeted amounts. It was determined available funds in the 2009 Water and Sewer Fund could make up the deficit in the 2007 Water and Sewer Bond Fund and possibly fund both the Wedgewood and Blossom projects.

2004 INFRASTRUCTURE IMPROVEMENT FUND

As we prepare this budget, the 2009 Infrastructure Bond projects (Oak Dr. being the last) have been completed. \$134,206 was transferred from this fund to close out the 2009 Infrastructure Fund. There remains \$226,662 in this fund. The proposal is to use \$150,000 to help fund the add alternate portion (the section of This Way from 332 to the Circle Way intersection) and possibly the Plantation Spur (reconnection of Plantation Dr to Magnolia.)

**2004 Facility and Infrastructure Improvements
Bond Construction Fund
As of April 30, 2010**

Resources	Project To Date *	Total Projected
Net Proceeds from Bond Issuance	\$ 3,543,200	\$ 3,543,200
Interest Earned		
Fiscal 2004	19,937	
Fiscal 2005	104,036	
Fiscal 2006	153,708	
Fiscal 2007	70,223	
Fiscal 2008	34,098	
Fiscal 2009	6,077	
Fiscal 2010	579	
Fiscal 2011	338	
Total Interest Earned	388,996	388,996
Grant for Oak Drive Lighting Project	25,335	25,335
Federal Govt. Grant - CDBG	242,197	242,197
Transfer of remaining funds from 1999 and 2001 Infrastructure bond construction funds	1,078,201	1,078,201
TOTAL RESOURCES	\$ 5,277,929	\$ 5,277,929

Expenditures	Original Budget	Revised Budget	Project To Date *	Total Projected
Oak Drive	\$ 1,130,000	\$ 2,220,851	\$ 1,894,771	\$ 1,894,771
Oak Drive -CDBG			242,197	242,197
South Yaupon / South Magnolia	745,000	745,000	551,894	551,894
Dixie Drive	1,075,000	1,075,000	1,179,636	1,179,636
Brazos Oaks **	650,000	650,000	650,207	650,207
Old Angleton Road Paving	0	72,873	72,873	72,873
Spot Repairs (Oak Dr. S/Lake Rd)	0	225,795	225,795	225,795
Potential Additional Projects for 2010:				
Water Booster Pumps		120,000	0	99,687
Wedgewood Water line		115,000	0	
Blossom Sewer line		52,457	0	
Transfer to 2009 Infrastructure Bond Fund				134,206
TOTAL EXPENDITURES	\$ 3,600,000	\$ 5,276,976	\$ 4,817,373	\$ 5,051,266
PROJECTED REMAINING FUNDS (DEFICIT)				226,663

** \$650,000 approved for Brazos Oaks in this bond issue was combined with an additional \$2.8 million in bonds approved by the voters in May 2005 and issued in 2007. The combined money funded the complete reconstruction of streets and drainage in the subdivision. This project is now complete.

2007 INFRASTRUCTURE IMPROVEMENT FUND

In May 2005 voters approved an additional \$7.7 million in infrastructure and facility bonds. . This fund accounts for the first \$2.8 million phase. Added to this fund will be the previously approved \$600,000 for the Brazos Oaks Subdivision. The original amount for the Brazos Oaks subdivision included only enough funds for spot repairs. It was subsequently decided to provide additional fund and make the project a complete reconstruction of the streets and drainage in the Subdivision. Also included in this phase is \$2.5 million for renovation of the old Fire Station into an expanded Municipal Court facility, emergency dispatch and emergency operations center.

These projects are now complete. There remains \$102,874 in this fund. The proposal is to use these funds to complete renovations in police department in order to house the crime lab. Currently the crime lab is in a portable building.

**2007 Infrastructure Improvements
Bond Construction Fund
May 31, 2011**

RESOURCES	Project To Date *	Total Projected
Net Proceeds from Bond Issuance	\$ 5,232,491	\$ 5,232,491
Interest Earned		
Fiscal 2007	103,681	103,681
Fiscal 2008	176,195	176,195
Fiscal 2009	35,862	35,862
Fiscal 2010	2,894	2,894
Fiscal 2011	<u>3</u>	<u>3</u>
Total Interest Earned	318,635	318,635
HGAC reimbursement for 911 Equipment	53,584	53,584
Grant for Generators	33,950	33,950
Transfer from General Projects		300,000
Transfer of Brazos Oaks funds from 2004 Infrastructure Improvement Fund	<u>650,000</u>	<u>650,000</u>
TOTAL RESOURCES	\$ 6,288,660	\$ 6,588,660

EXPENDITURES	Original Budget	Project To Date *	Total Projected
Brazos Oaks Subdivision	\$ 3,400,000	\$ 3,128,415	\$ 3,128,415
Court Renovations	2,800,000	3,349,300	3,349,300
Misc		8,071	8,071
	<u> </u>	<u> </u>	<u> </u>
TOTAL EXPENDITURES	\$ 6,200,000	\$ 6,485,786	\$ 6,485,786

PROJECTED REMAINING FUNDS (DEFICIT)	\$ 102,874
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2007 WATER AND SEWER BOND CONSTRUCTION FUND

In June 2007 the City issued \$2.0 million in water and sewer bonds. The original plans for the proceeds from this issue were:

State Highway 288/332 Utility Relocates -The Texas Department of Transportation (TxDot) planned to install three separate overpasses and service roads on State Highway 288/ 332 . The initial plan was for these projects to be let in 2008. In conjunction with this project the City of Lake Jackson would be responsible for all necessary utility relocations. Prior to surveying and engineering our best estimation of a cost for these projects was \$750,000.

After survey work and TxDot construction plans were completed a more accurate cost estimation was determined to be \$1,225,000.

Then the whole project was put on a hold due to lack of available funding at the State level. Just when we thought it would be years before the project was consider, stimulus money became available for "shovel ready" projects. Suddenly this project was back on the front burner. Construction began June 15th 2009 and is anticipated to take three years.

All of the relocation work is now complete. The completed cost is \$1,058,436.

FM 2004 / Old Angleton Road Utility Relocates

TxDot is also constructing an overpass on FM 2004 at Old Angleton Road. Again, the responsibility for necessary utility relocations fell to the City of Lake Jackson. It was determined that the drainage pump discharge pipes under FM 2004 would have to be extended. Work on this portion of the projects is complete at a total cost of \$30,594.

Pump

Purchase of a portable diesel pump. This purchase was estimated at \$35,000. Total actual cost was \$31,099.

Center Way Sewer - 400 Block

This project replaced a collapsed sewer line in the 400 block of Center Way. Total cost was estimated at \$65,000. The completed construction cost was \$65,346.

Re-Paint Balsam Water Tower

This is a preventative maintenance project to repair and re-paint the Balsam water tower. This project is now complete. The total cost is \$394,585.

Force Main - L.S. - #35

Upgrade the force main from Lift Station 35 to the Dyson Campbell Water Reclamation Center (DCWRC). This project was necessary because the current force main is undersized for the design flow identified in the Master Plan for LS #35 and because it joins with the force main from Lift Station #1 which makes it undersized for the design flow identified for Lift Station #1. This project was completed at a construction cost of \$120,365, significantly more than the originally estimated.

Master Lift Station Upgrades

Upgrade the Master Lift Stations (#1, 20, & 35) which pump directly to the DCWRC to the design flows identified in the Master Plan. These upgrades are necessary because the current flow capacity does not

2007 WATER AND SEWER BOND CONSTRUCTION FUND

support the full development of each of these basins. Also, the pumping equipment at these stations is due for replacement. This project was recently completed. The total project cost was \$887,757. Again, this project was significantly more than originally estimated. The original estimate of \$400,000. We used an outside utility engineering company to prepare these estimates, that we will not use again.

Confined Space Entry Lift Stations 7 and 14

These lift stations currently have dry wells for the pumping equipment. To check or maintain the pumping equipment, DCWRC personnel must make manned entry into the dry wells. Due to the physical configuration of the access to the dry wells these are considered confined space entries under OSHA standards. The project will improve the access to these stations so that they are not considered confined spaces. This will allow a manpower savings when making routine inspections of these stations. Because of cost considerations lift station 7 was dropped from this project.

After hurricane Ike, we have received a mitigation grant from FEMA for the conversion of LS 14 to a submersible pump system. This will eliminate the confined spaces at this lift station. Total project cost is estimated at \$150,000 but the FEMA grant will cover \$63,818 of the cost.

Non Potable Irrigation

The intent of this project was to convert the force main being replaced under the Force Main - LS 35 project into a non-potable water main and connect it to the existing DCWRC non-potable water system and to the athletic complexes in the Lake Road corridor. This would allow the use of Non-Potable reclaimed water to be used for irrigation at these complexes. However, Dow Chemical has expressed interest in taking all of our reclaimed water for their use. It now appears the project with Dow will happen therefore this project will not be done. The original estimated cost for this project was \$79,000.

**2007 \$2.0 Million Water and Sewer Bonds
Through May 31, 2011**

RESOURCES		Project to Date	Total Projected
Bond Proceeds Net Issuance Cost	\$	1,948,640	\$ 1,948,640
REVENUES			
Transfer of 1996 remaining Bond Funds		226,209	226,209
Transfer of 2009 Water and Sewer Bond Funds		370,000	388,180
FEMA Grant - Lift Station 14		47,864	63,818
Interest earned			
2007		41,395	41,395
2008		53,119	53,119
2009		14,211	14,211
2010		2,111	2,111
2011		273	500
TOTAL RESOURCES	\$	2,703,822	\$ 2,738,183

EXPENDITURES	Original Project Estimations	Project To Date	Total Projected
Non Potable Irrigation	\$ 79,025	\$ -	\$ -
Force Main - L.S. #35	37,150	120,365	120,365
Pump	35,000	31,099	31,100
Master L.S. Upgrades	400,000	39,821	887,757
Con. Fined Space L.S. 7 & 14	150,000	-	150,000
Center Way Sewer - 400 block	65,000	65,346	65,346
SH 288/332 Utility Relocates	750,000	1,050,056	1,058,436
FM 2004 Utility Relocates	40,000	30,594	30,594
Repaint Balsam Tower	400,000	394,585	394,585
TOTAL EXPENDITURES	\$ 1,956,175	\$ 1,731,866	\$ 2,738,183

PROJECTED REMAINING FUNDS (DEFICIT) (0)

2009 INFRASTRUCTURE IMPROVEMENT FUND

In May 2005 voters approved an additional \$7.7 million in infrastructure and facility bonds. This construction fund represents the last phase of the approved bonds --which were issued March, 2009.

The three residential streets to be reconstructed from these bond proceeds are now all complete.

Oak Drive from the Northern intersection with Circle Way to That Way.

This was the last of the projects to be completed. The final cost on this project was \$1,455,956. The original estimate was \$1,400,635. The primary reason for the increase is substantially more sewer line work than originally anticipated.

Jasmine Street from Winding Way to Winding Way

This project is complete at a cost of \$669,449. The original estimate was \$639,188.

Winding Way from Jasmine to Oyster Creek Drive.

This project is complete at a cost of \$424,276. The original estimate was \$404,430.

IMPACT ON OPERATING BUDGET

These were three residential streets and sidewalks that we earmarked for upgrade. These were concrete streets built in the early 40's or 50's. While their estimated life is nearing its end there was little specific, quantifiable maintenance occurring on these streets. These replacements are proactive projects to upgrade the condition of the street before total deterioration begins to occur.

Also sidewalks in the area were badly deteriorated and were replaced.

The primary impact on future operating budgets is that these street replacement projects tend to encourage property owners to make a greater effort in maintaining their homes. This helps to maintain and/or increase the property value on the tax roll. Also from a Utility perspective, all water and sewer lines along the street are replaced as necessary thus reducing the potential for water leaks and sewer stoppages.

**2009 Infrastructure Improvements
Bond Construction Fund
As of May 31, 2011**

Resources		Project To Date *	Total Projected
Net Proceeds from Bond Issuance	\$	2,406,998	\$ 2,406,998
Transfer from 2004 Infrastructure Bond Fund		134,206	134,206
Interest Earned			
Fiscal 2009		4,945	4,945
Fiscal 2010		2,763	2,763
Fiscal 2011		769	769
Total Interest Earned		8,477	8,477
TOTAL RESOURCES	\$	2,549,681	\$ 2,549,681

Expenditures	Original Budget		Project To Date *	Total Projected
Oak Dr. - to That Way	\$ 1,400,625	\$	1,455,956	\$ 1,455,956
Jasmine W/Way to W/ Way	639,188		669,449	669,449
Winding Way - Jasmine to OCD	404,430		424,276	424,276
TOTAL EXPENDITURES	\$ 2,444,243	\$	2,549,681	\$ 2,549,681

PROJECTED REMAINING FUNDS (DEFICIT) **\$ 0**

2010 WATER AND SEWER BOND CONSTRUCTION FUND

Early in fiscal 2010 we issued \$1.65 million in Water and Sewer Bonds. The proceeds from these bonds will fund three water wells. There will be two replacement water wells and one new water well. These wells are necessary to meet the minimum production capacities required by the Texas Commission of Environmental Quality (TCEQ).

Replacement Water Wells - This is Capital Improvement Project that encompasses the replacement of Water Well #4 at 101 Oyster Creek Drive and Water Well #9 at 334 Circle Way. The inner casing on Water Well #4 is deteriorated and allowing contamination of the well. The well screen on Water Well #9 is collapsed and allows fouling of the pump equipment. Replacement of these wells is necessary to maintain our current production capacity. These wells provide a total of 1000 gallons per minute (gpm) representing roughly 15% of our total production capacity. The project is budgeted at \$1,000,000. During fiscal 2011 the bids for these wells came in significantly less than budget. We were also able to extend the bid on these wells to include the additional well. Both replacement wells are now in service and the new well is currently being drilled by the Dunbar water tower. In total estimated cost for all three wells now stands at \$1,114,600.

Additional Water Well - This project encompasses the drilling of a new water well. This well will provide additional production and distribution capacity required under TCEQ rules to allow for infill growth. This well will provide a total of 500 (gpm), which will provide capacity for growth of the system of up to 800 connections. This well will be setup for chemical addition and be capable of pumping directly into the distribution system. The project is budgeted at \$650,000.

Because of the significant budget savings, staff presented a plan as part of the capital projects workshop, to utilize the remaining funds to make up the deficit in the 2007 Water and Sewer Bond and provide funding for the Wedgewood water and Blossom Sewer projects.

Prior to this, the plan was to utilize remaining funds in the 2004 infrastructure fund to make up the deficit and the Wedgewood and Blossom projects were budgeted in the Utility Capital Projects fund.

Several months have passed and there have been some increased cost plus the estimate on the Wedgewood project (which is now being engineered) has increased. It now appears we will not have enough funds here to complete these additional projects. Therefore, as part of our budget process we may have some additional shuffling of projects. To clarify, these are all additional projects that we are trying to fit in with remaining bond funds after all of the initial projects have been completed.

IMPACT ON OPERATING BUDGET

The additional well will incur electricity and chemical cost of approximately \$3,000 a month if running at capacity.

**2010 Water and Sewer
Bond Construction Fund
As of May 31, 2011**

Resources	Project To Date *	Total Projected
Net Proceeds from Bond Issuance	\$	\$ 1,669,743
Interest Earned		
Fiscal 2010	2,315	4,000
Fiscal 2011		
Total Interest Earned		
TOTAL RESOURCES	\$ 0	\$ 1,673,743

Expenditures	Original Budget	Project To Date *	Total Projected
Water Wells - 2 Replacement, 1 new	\$ 1,650,000	\$ 646,143	\$ 1,114,600
Additional Projects			
Wedgewood Wtr / Blossom Sewer	233,651	7,500	275,206
Transfer to 2007 W & S Bond Fund		370,000	388,180
TOTAL EXPENDITURES	\$ 1,883,651	\$ 117,362	\$ 1,777,986

PROJECTED REMAINING FUNDS (DEFICIT) (104,243)

2010 DOWNTOWN REVITALIZATION BOND CONSTRUCTION FUND

The Lake Jackson Development Corporation approved the funding of Phase 2 of the Downtown revitalization plan. The Economic Development Fund, whose primary revenue is the optional half-cent sales tax, will provide the funding to service the debt payments on \$5,000,000 in Certifications of Obligation. The Certificates were sold in December, 2009.

Phase 2 Downtown Revitalization

This project includes This Way from SH 332 to Center Way, Center Way, That Way from Center Way to Parking Way, and Parking Way from This Way to Oak Drive.

As engineering progressed on the project, estimates exceeded the \$5,000,000 budget. In order to bring the project back into budget, the first segment of This Way between SH 332 and Circle Way was bid as an add-alternate. This segment will be completed soon after construction if project contingency funds are not fully tapped.

The project is now under construction and will be completed in April 2012.

IMPACT ON OPERATING BUDGET

Because the masterplan for downtown includes considerable streetscape and landscaping we anticipate an increase in maintenance cost. These will not impact our general operating budget as we will provide \$50,000 a year for maintenance to be paid from the Lake Jackson Economic Development Fund.

**2010 Downtown Revitalization
Bond Construction Fund
As of May 31, 2011**

Resources		Project To Date *	Total Projected
Net Proceeds from Bond Issuance	\$	5,006,643	\$ 5,006,643
CDBG grant sidewalk/ lighting improvements		77,262	155,440
CDBG grant Façade improvements		6,401	89,000
Interest Earned			
Fiscal 2010		7,380	15,000
Fiscal 2011		4,961	
Total Interest Earned		12,341	15,000
TOTAL RESOURCES	\$	5,102,647	\$ 5,266,083
Expenditures	Original Budget	Project To Date *	Total Projected
Phase II Downtown	\$ 5,000,000	\$ 786,069	\$
Construction Contract			4,062,340
Add Alternate (not yet approved)			386,148
KBR - bid and construction admin		87,678	281,776
KBR - add alternate admin			27,361
Miscellaneous		4,012	10,000
Breezway Connection Design		11,029	11,029
Materials Testing		9,126	88,000
Material Testing - add alternate			12,000
Emergency Water line replacement at This Way		47,558	47,558
advertising		4,218	4,218
Street Signs		8,708	8,708
Street Lights (centerpoint)		77,497	77,497
Benches			14,139
Pedestrian Lights			77,221
Business Façade Grants (Breezway extension)			75,000
Historical Review required by CDBG		6,401	6,401
Contingency			433,270
TOTAL EXPENDITURES	\$ 5,000,000	\$ 1,042,296	\$ 5,622,666
PROJECTED REMAINING FUNDS (DEFICIT)			\$ (356,583)

2010 INFRASTRUCTURE BOND CONSTRUCTION FUND

In May of 2010 voters approved the issuance of an additional \$7 million in General Obligation Bonds. This fund will account for the first \$3M Phase. These bonds were sold in July 2010.

Drainage Projects

\$2M will be spent on Drainage projects. This will include to the Willow / Blossom drainage designed to reduce localized street flooding in the area.

This will also include ditch improvements downstream from the State Highway 288 project. In the Highway project the State improved the sizing on all of the drainage crossings. To take advantage of the increased crossing size downstream improvements need to be made to all ditches. All of these projects are now in the survey/engineering phase..

Also included are three local ditch renewals. These are Anchusa, Timbercreek Park, and Upper Slave Ditch. Timbercreek Park is completed.

Street Spot Repairs

\$1M will be spent on arterial street spot repairs to alleviate damage caused by The drought in 2009. These repairs are currently in progress.

IMPACT ON OPERATING BUDGET

These projects will have little direct impact on the operating budget other than freeing up the \$80,000 budgeted in the General Fund Street department for spot repairs to streets to be utilized in additional locations.

**2010 Infrastructure Improvements
Bond Construction Fund
As of May 31, 2011**

Resources	Project To Date *	Total Projected
Net Proceeds from Bond Issuance	\$ 3,003,735	\$ 3,003,735
Interest Earned		
Fiscal 2010	1,273	10,000
Fiscal 2011	2,995	
Total Interest Earned	4,268	10,000
TOTAL RESOURCES	\$ 3,008,003	\$ 3,013,735

Expenditures	Original Budget	Project To Date *	Total Projected
Willow Blossom Drainage	\$ 400,000	\$ 0	\$ 400,000
Oak Dr. Structure Crossings (3)	470,000	7,235	470,000
S. Yaupon Structure Crossings (3)	311,700	7,236	311,700
Elm Structure Crossings (2)	149,200	5,788	149,200
S Yaupon, Elm & Magnolia linings	399,200	33,886	399,200
Anchusa, Timbercreek Park, Upper Slave	185,000	11,905	185,000
Arterial Streets Drought Repair	1,000,000	231,521	1,000,000
Contingency	84,900		84,900
TOTAL EXPENDITURES	\$ 3,000,000	\$ 297,571	\$ 3,000,000

PROJECTED REMAINING FUNDS (DEFICIT) \$ 13,735



2010 Festival of Lights Parade

STATISTICAL INFORMATION



LAKE JACKSON

City of Enchantment



Lake Jackson

“City of Enchantment”

The City of Lake Jackson began in the early 1940’s when Dr. A. P. Beutel and Dr. Alden Dow carefully planned out the “City of Enchantment”. Through hard work and determination, what was once a heavily wooded swamp grew into a beautiful city. In planning the city, Dr. Dow specified that as many trees as possible would be saved. The citizens of Lake Jackson continue to be committed to Dr. Dow’s dream by maintaining and enhancing the beauty of the area.

Lake Jackson is also surrounded by Texas history. The land that Lake Jackson is built on was part of Stephen F. Austin’s original land grant from the Mexican government. The two major plantations around the current sites of Lake Jackson and Clute were the Jackson Plantation and Eagle Island Plantation. Abner Jackson built his plantation on an oxbow lake from which our young city derives its name: Lake Jackson.

Today the citizens of Lake Jackson are proud of their heritage and their pride shows in their City. Through the hard work and dedication of our boards and commissions, along with numerous volunteers, Lake Jackson has won nine Keep Texas Beautiful Governor’s Community Achievement Awards and three 1st place national awards from Keep America Beautiful . Each year they have also receive the Presidents Circle Award from Keep America Beautiful and the Sustained Award of Excellence from Keep Texas Beautiful. Lake Jackson has been presented the “Tree City USA” title for the past 27 years.

Location

8 Miles North of the Gulf of Mexico
50 Miles South of Houston
45 Miles Southwest of Galveston

Estimated 2011 Population

26,849

Form of Government

Council/Manager (Home Rule Charter)

Mayor

Bob Sipple

City Manager

William P. Yenne

Councilmembers

Bob Geter
Heather Melass
Joe Rinehart
Scott Schwertner
Jon “J.B.” Baker

Elected Officials

Official	Title	Years of Service	Term Expires	Occupation
* Bob Sipple	Mayor	5	2012	Sales
Heather Melass	Councilmember	new	2013	Retired
Bob Geter	Councilmember	5	2012	Business Manager
** Joe Rinehart	Councilmember	new	2013	Teacher
Scott Schwertner	Councilmember	1	2012	Sales & Use Tax Consultant
Jon "J.B." Baker	Councilmember	new	2013	Law Enforcement

* Served 1 year as Councilmember prior to Mayor
 ** Served as Councilmember 2003-2009

City Staff

Name	Title	Length of Service
* William P. Yenne	City Manager	31 years
Modesto Mundo	Asst. City Manager	16 years
Pam Eaves, CPA	Finance Director	21 years
Salvador Aguirre	City Engineer	32 years
First Southwest	Financial Advisors	6

* Served 11 years as Assistant City Manager

General Information

Size

Development of the 18 square mile area that comprises the City of Lake Jackson began in 1941 and has produced an orderly, well planned residential community. Lake Jackson, itself, has a population of just under 27,000 people. Yet, Lake Jackson is part of a larger community of cities located in southern Brazoria County. Comprised of Lake Jackson, Clute, Freeport, Oyster Creek, Quintana, Jones Creek, Richwood, Surfside, Angleton and Brazoria, this area represents a population of over 77,000. Our regional retail center draws people from points well west and north of our city.

Location

The City of Lake Jackson is part of the Brazosport Area which includes the cities of Brazoria, Clute, Freeport, Jones Creek, Oyster Creek, Quintana, Richwood and Surfside Beach. Lake Jackson is located 50 miles south of Houston, 45 miles southwest of Galveston and 8 miles north of the Gulf of Mexico.

Access

The City is accessible via State Highway 332, the Nolan Ryan Expressway (State Highway 288), FM 2004 and the Port of Freeport. These roads provide access to Houston, Galveston, and the market areas of Brazoria, Matagorda and Fort Bend Counties.

Utilities

Water, Wastewater and Sanitation Services are provided by the City of Lake Jackson

Electric Service is provided by a competitive retail provider (you choose)

Telephone Service is provided by Southwestern Bell

Gas Service is provided by Reliant/Entex

Transportation

Highways

State Highway 288
State Highway 288B
State Highway 332
State Highway 36
State Highway 35
FM 2004

Trucking

28 Tank Truck Lines
10 Motor Freight Carriers
7 Local Terminals

Air Freight/Package Services

Seven companies servicing large and small package requirements.

Rail

Union Pacific Railroad services the area.

Air

Brazoria County Airport - 7,000 ft. runway, lighted, ILS & NDB; charter and corporate services.

Houston's Hobby Airport - one hour away, Houston's Bush Intercontinental Airport - 1.5 hours away with all major commuter carriers.

Shipping

Port of Freeport

Long term planning and careful development have given rise to the most accessible port serving the Gulf Coast. Located just 1.3 miles from deep water, Port Freeport dispenses with unnecessary transit time and assures ship operators a fast, safe turnaround.

The Port offers a depth of 36 feet at the public facilities -- 400-foot wide channels and a 1200-foot wide turning basin. Over 2,150 feet of dockspace is immediately accessible to 416,000 square feet of transit storage, a covered boxcar loading area and 47 acres of prepared open storage.

Bus

Southern Brazoria County Transit service has five routes in Lake Jackson, Clute, Freeport and Angleton. Residents who use the service have convenient access within the cities and region to employment, schools, shopping, county services, medical services and recreational destinations.

Utility Rates

Electricity

Supplier: Competitive Retail Provider

Natural Gas: Supplier: Reliant/Entex, Inc.

First 400 cubic feet or less	\$11.94 +	\$.17772 per 100 cubic feet
Next 2,600 cubic feet		.52065 per 100 cubic feet
Next 3,000 cubic feet		.51499 per 100 cubic feet
Next 4,000 cubic feet		.50135 per 100 cubic feet
Next 10,000 cubic feet		.49125 per 100 cubic feet
Over 20,000 cubic feet		.48115 per 100 cubic feet

Water: Supplier: City of Lake Jackson

Base Rate (2,000 gallons)	\$11.00 per month
over 2,000 gallons	\$3.05 per 1,000 gallons
over 20,000 gallons	\$3.30 per 1,000 gallons

Sewer: Supplier: City of Lake Jackson

2,000 gallons or less	\$11.00
2,000 to 15,000 gallons:	\$11.00 plus \$3.30 per thousand gallons for each thousand gallons up to 15,000 gallons

Solid Waste Collection: Supplier: City of Lake Jackson

Commercial 3 yd dumpster per month		Commercial 4 yd dumpster per month	
2 pick ups per week	\$62.57	2 pick ups per week	\$ 83.41
3 pick ups per week	93.78	3 pick ups per week	125.15
4 pick ups per week	125.15	4 pick ups per week	166.85
5 pick ups per week	168.07	5 pick ups per week	208.58
6 pick ups per week	187.72	6 pick ups per week	250.26

Apartments/Multi family

Garbage and trash rates for apartments/multi family shall be charged at a flat rate fee of fourteen dollars (\$14.40) per individual family unit, excluding State Sales Tax.

Applicable Tax Rates 2011-12

Sales or Use Tax

State	6.25%
Lake Jackson	1.50%
Brazoria County	<u>.50%</u>
	8.25%

Hotel/Motel Tax

State	6.0%
City	<u>7.0%</u>
	13.00%

2011-12 Property Taxes - Rate/\$100 Assessed Value

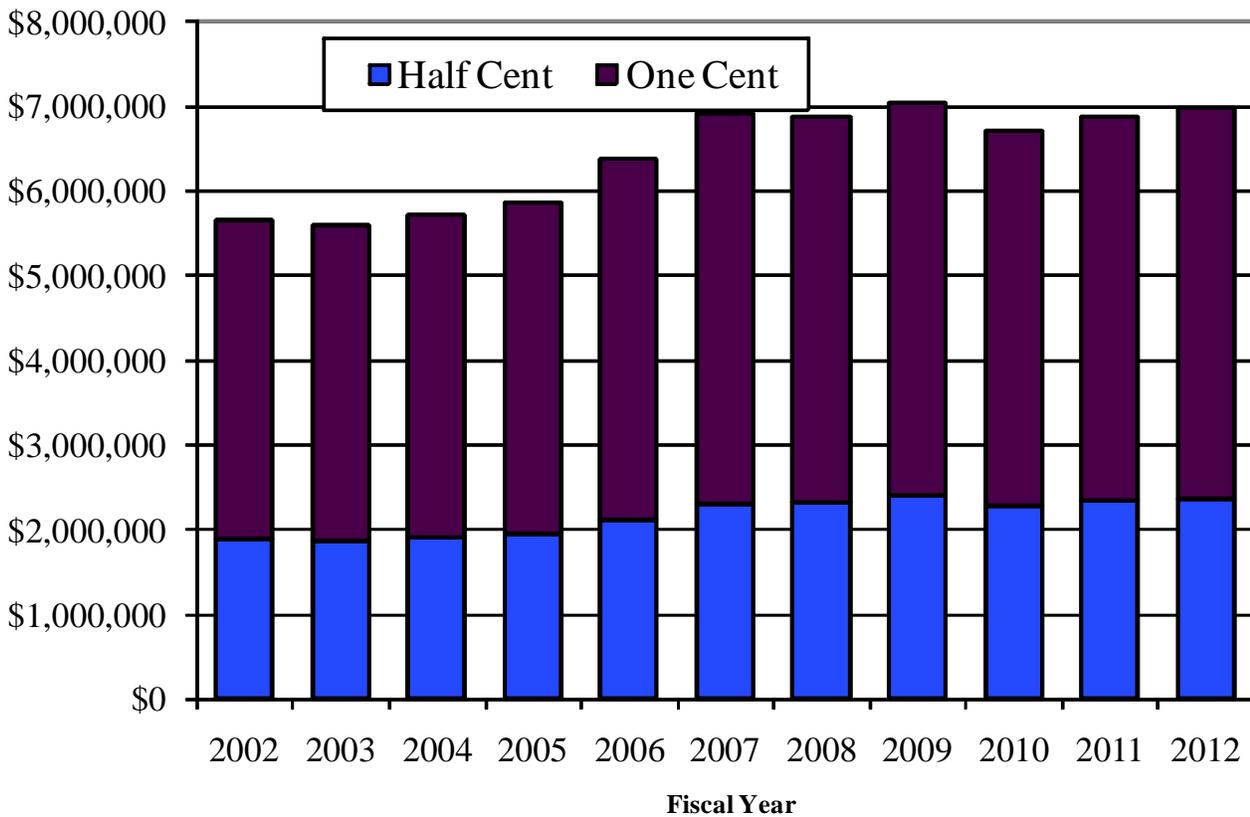
City of Lake Jackson	0.390000	(.40 proposed)
Brazosport ISD	1.241500	
Brazosport College	0.190175	
Brazoria County (including Road & Bridge)	0.463101	
Brazos River Harbor Navigation District	0.053500	
Velasco Drainage District	<u>0.090907</u>	
Aggregate Tax Rate	2.429183	

*Rates as of 7/5/11

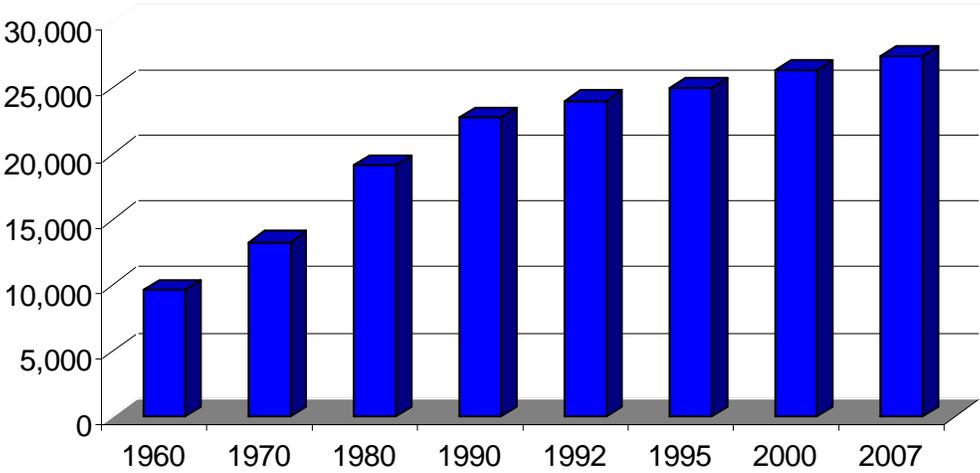
Sales Tax History

Sales Tax History

	<u>Fiscal Year</u>	<u>One Cent Sales Tax</u>	<u>Half Cent Sales Tax</u>	<u>Percentage Growth</u>
	2000	3,601,981	1,800,991	4.08%
	2001	3,673,682	1,896,841	1.99%
	2002	3,778,512	1,889,256	2.85%
	2003	3,726,533	1,863,267	-1.38%
	2004	3,810,459	1,905,230	2.25%
	2005	3,914,130	1,957,065	2.72%
	2006	4,261,667	2,130,834	8.88%
	2007	4,618,469	2,309,235	8.37%
	2008	4,553,842	2,337,052	-1.40%
	2009	4,634,553	2,408,688	1.77%
Actual	2010	4,432,443	2,277,196	-4.36%
Projected	2011	4,540,000	2,350,000	2.43%
Budgeted	2012	4,608,100	2,373,500	1.50%



Historical Population



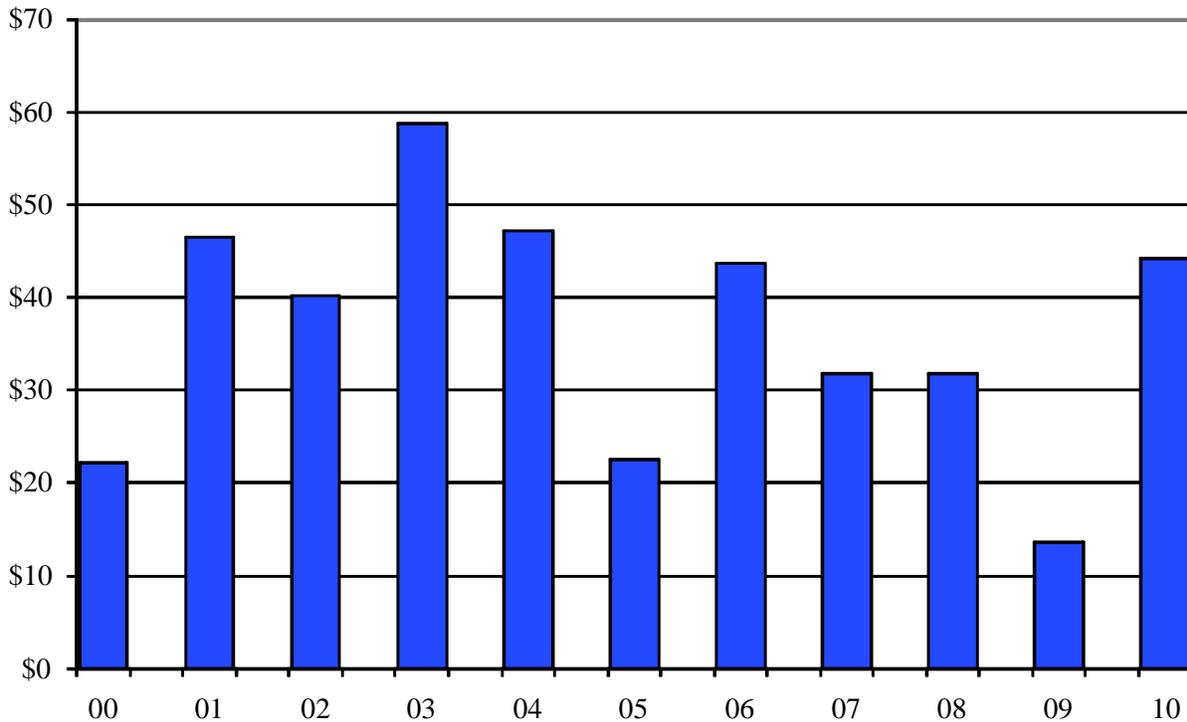
1960	9,651
1970	13,376
1980	19,102
1990	22,776
1992	24,000
1995	25,000
2000	26,386
2010	26,849

2010 Census Land Area & Population Density

	POPULATION	LAND AREA SQUARE MILES	PERSONS PER SQUARE MILE
Texas	24,145,461	261,914.2	92.18
Brazoria County	313,166	1,386.9	225.80
<i>Lake Jackson</i>	26,849	18	1,491.61

Building Permits Issued Last Ten Years

Year	RESIDENTIAL				COMMERCIAL				Total Building Permits
	New		Additions		New		Additions		
	Dollars	Number	Dollar	Number	Dollars	Number	Dollar	Number	
00	\$12,298,047	58	\$2,703,310	274	\$2,186,500	3	\$4,959,322	72	\$22,147,179
01	\$17,451,908	78	\$2,483,533	228	\$12,290,800	9	\$14,215,710	67	\$46,441,951
02	\$17,509,089	71	\$2,573,435	255	\$11,023,051	9	\$9,142,897	88	\$40,248,472
03	\$14,022,974	54	\$3,211,769	287	\$31,009,669	8	\$10,577,741	77	\$58,822,153
04	\$12,265,891	47	\$2,648,486	244	\$25,701,824	14	\$6,535,633	81	\$47,151,834
05	\$10,346,773	47	\$2,554,073	217	\$6,814,750	5	\$2,846,001	72	\$22,561,597
06	\$11,558,044	42	\$2,779,670	222	\$12,292,550	13	\$16,999,806	96	\$43,630,070
07	\$10,645,379	49	\$2,994,659	246	\$9,960,620	16	\$8,273,763	91	\$31,874,421
08	\$4,567,201	28	\$1,934,811	210	\$16,524,120	7	\$8,691,192	84	\$31,717,324
09	\$2,104,874	13	\$2,269,750	224	\$980,000	16	\$8,286,645	47	\$13,641,269
10	\$2,897,800	19	\$3,825,831	308	\$28,239,066	4	\$9,186,421	61	\$44,149,118



Brazosport Top Employers

Company	Type	Estimated No. Of Employees
The Dow Chemical Company	Chemical	4,570
Texas Department of Criminal Justice	Prison System	2,440
Infinity Group	Specialty Contractor	2,413
Brazosport Independent School District	Education	2,015
Wal-Mart Associates Inc.	Retail	1,880
Pearland Independent School District	Education	1,810
Alvin Independent School District	Education	1,758
Brazoria County	Public Service	1,313
Industrial Specialists Inc.	Specialty Contractor	1,069
ConocoPhillips	Refining	900
Angleton Independent School District	Education	813
Gulf States, Inc.	Specialty Contractor	746
BP	Chemical	711
Solutia, Inc.	Petrochemical Manufacturing	650
BASF Corporation	Chemical	596
Brazosport Memorial Hospital	Hospital	555
Alvin Community College	Education	550
Zachry Construction	Specialty Contractor	550
Kroger Food Stores	Grocery	470
Columbia-Brazoria Independent School District	Education	425
Chevron Phillips Chemical Company	Chemical	400

2010 Census

Place Name	2010 Total Population	2010 Household Population	2010 Group Quarter Population
Brazoria County	313,166	302,607	10,559
Lake Jackson	26,849	26,792	57

Place Name	Total Population	White Not Hispanic	Black Not Hispanic	American Indian* Not Hispanic	Asian Not Hispanic	Some Other Race Not Hispanic	Two or More Races Not Hispanic	All Races Hispanic
Brazoria County	313,166	166,674	36,880	1,071	17,013	472	4,413	86,643
Lake Jackson	26,849	18,710	1,312	113	831	35	335	5,513

BUDGET HISTORY
Budgeted

		EXPENDITURES/REVENUES											
		1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11
General fund		10,896,957	11,680,133	12,762,160	12,900,736	12,942,545	13,277,483	13,965,340	14,646,820	15,750,534	16,583,021	16,276,397	16,291,398
Utility fund		7,796,363	8,090,345	8,506,347	8,522,070	8,446,002	8,617,112	8,895,612	9,292,563	9,713,279	9,967,201	10,379,454	10,268,119
Total		18,693,320	19,770,478	21,268,507	21,422,806	21,388,547	21,894,595	22,860,952	23,939,383	25,463,813	26,550,222	26,655,851	26,559,517
% change		4.6%	5.4%	7.0%	0.7%	-0.2%	2.3%	4.2%	4.5%	6.0%	4.1%	0.4%	-0.4%

		GENERAL FUND											
		1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11
Salaries/benefits		7,034,893	7,494,210	7,940,850	8,231,120	8,380,996	8,570,040	8,943,800	9,266,900	9,769,700	10,384,263	10,159,023	10,143,970
Operating		3,282,115	3,458,425	3,803,298	3,864,428	3,806,085	3,967,808	4,314,533	4,645,080	4,978,619	5,252,518	5,100,644	5,191,445
Transfers		579,949	727,498	1,018,012	805,188	755,464	739,635	707,007	734,840	1,002,215	946,240	1,016,730	955,983
Total		10,896,957	11,680,133	12,762,160	12,900,736	12,942,545	13,277,483	13,965,340	14,646,820	15,750,534	16,583,021	16,276,397	16,291,398
% change		6.0%	6.7%	8.5%	1.1%	0.3%	2.5%	4.9%	4.7%	7.0%	5.0%	-1.9%	0.1%

		UTILITY FUND											
		1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11
Salaries/benefits		2,325,142	2,487,333	2,583,350	2,648,350	2,550,000	2,638,900	2,718,000	2,772,100	2,871,529	2,994,700	2,994,660	2,982,100
Operating		3,131,835	3,193,440	3,315,415	3,271,705	3,401,455	3,571,350	3,846,609	4,119,445	4,137,792	4,291,825	4,462,314	4,474,466
Transfers		2,339,386	2,409,572	2,607,582	2,602,015	2,494,547	2,406,862	2,331,003	2,401,018	2,703,958	2,680,676	2,922,480	2,811,553
Total		7,796,363	8,090,345	8,506,347	8,522,070	8,446,002	8,617,112	8,895,612	9,292,563	9,713,279	9,967,201	10,379,454	10,268,119
% change		2.5%	3.6%	4.9%	0.2%	-0.9%	2.0%	3.1%	4.3%	4.3%	2.5%	4.0%	-1.1%

1997 - 2012
PERSONNEL SUMMARY BY DEPARTMENT

	1997-98	1998-99	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
	FT														
GENERAL FUND															
ADMINISTRATION	8.34	8.34	8.34	8.34	9.34	9.34	9.50	9.50	9.50	9.50	10.50	10.50	10.50	10.50	10.50
FINANCE	7.50	7.50	8.50	8.50	8.50	8.50	9.00	9.00	9.00	9.00	10.00	10.00	10.00	10.00	10.00
TAX	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MUNICIPAL COURT	2.00	3.00	3.00	3.00	3.00	3.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
LEGAL	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
POLICE	51.50	52.50	52.50	56.50	56.50	56.50	56.50	57.00	58.00	58.00	59.00	59.00	60.00	60.00	60.00
FIRE	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
HUMANE	2.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
ENGINEERING	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
STREET	6.83	6.83	6.83	6.83	6.83	6.83	6.83	6.83	6.83	6.83	6.83	6.83	6.83	6.83	6.83
DRAINAGE	14.83	14.83	14.83	14.83	14.83	14.83	14.83	14.83	14.83	14.83	14.83	14.83	14.83	14.83	14.83
CODE ENFORCEMENT	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	8.00	8.00	8.00	8.00	8.00
PARKS	14.50	14.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50
RECREATION	10.50	11.50	12.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50
GARAGE	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00
LIBRARY	0.33	0.33	0.33	0.33	0.33	0.33	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
CIVIC CENTER	0.00	0.00	4.00	5.00	5.00	5.00	5.00	4.00	4.00	4.00	5.00	5.00	5.00	5.00	5.00
TOTAL GENERAL FUND	140.83	143.83	148.83	154.83	155.83	155.83	156.66	155.66	156.66	157.66	163.66	163.66	164.66	164.66	164.66
UTILITY FUND															
UTILITY ADMINISTRATION	7.83	7.83	8.83	9.83	9.83	9.83	8.00	8.00	7.00	6.00	6.00	6.00	6.00	6.00	6.00
WATER PRODUCTION	3.25	3.25	3.25	3.25	3.25	7.08	7.08	7.08	7.08	7.41	11.50	11.50	11.50	11.50	11.50
WATER DISTRIBUTION	5.25	5.25	5.25	5.25	5.25	4.75	4.75	4.75	4.75	4.75	0.00	0.00	0.00	0.00	0.00
WASTEWATER COLLECTION	9.25	11.25	11.25	11.25	11.25	10.08	10.08	10.08	10.08	10.41	19.50	19.50	19.50	19.50	19.50
WASTEWATER TREATMENT	11.25	11.25	11.25	11.25	11.25	8.09	8.09	8.09	8.09	8.43	0.00	0.00	0.00	0.00	0.00
SANITATION	27.34	25.34	25.34	25.34	25.34	25.34	25.34	25.34	25.34	25.34	25.34	25.34	25.34	25.34	25.34
TOTAL UTILITY FUND	64.17	64.17	65.17	66.17	66.17	65.17	63.34	63.34	62.34						
TOTAL ALL FUNDS COMBINED	205.00	208.00	214.00	221.00	222.00	221.00	220.00	219.00	219.00	220.00	226.00	226.00	227.00	227.00	227.00

SUMMARY OF MAJOR PERSONNEL CHANGES TO FULL-TIME POSITIONS

<u>YEAR</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>Add FTE</u>	<u>Delete</u>
2009-10	Police	College Resource Officer	1.00	
2007-08	Administration	Secretary	1.00	
2007-08	Finance	Payroll Clerk	1.00	
2007-08	Police	Narcotics Detective	1.00	
2007-08	Code Enforcement	Apartment Inspector	1.00	
2007-08	Code Enforcement	Code Enforcement Officer	1.00	
2007-08	Civic Center	Custodian	1.00	
2006-07	Legal	City Attorney	1.00	
2005-06	Utility Admin	Cashier		-1.00
2005-06	Recreation	Rec Leader	1.00	
2005-06	Recreation	Secretary		-1.00
2005-06	Police	School Resource Officer	1.00	
2004-05	Civic Center	Custodian		-1.00
2004-05	Fire	Custodian moved to PD		-0.50
2004-05	Legal	Secretary		-1.00
2004-05	Police	Custodian moved to PD	0.50	
2003-04	Administration	Bldg Custodian Moved	0.33	-0.33
2003-04	Finance	Finance Dir. Moved	0.50	-0.50
2003-04	Utility Admin	Meter Reader		-1.00
2002-03	Utilities	Laborer II		-1.00
2001-02	Administration	Personnel Director	1.00	
2000-01	Civic Center	Custodian	1.00	
2000-01	Police	Patrol Officers	4.00	
2000-01	Recreation	PT Custodian to FT	1.00	
2000-01	Utility Admin	Secretary	1.00	
1999-00	Civic Center	Custodian	2.00	
1999-00	Civic Center	Marketing Asst.	1.00	
1999-00	Civic Center	Civic Center Mgr.	1.00	
1999-00	Finance	MIS Systems Analyst	1.00	
1999-00	Finance	Cust. Service Super	1.00	-1.00
1999-00	Humane	Humane Officer	1.00	
1999-00	Parks	Groundskeeper II		-1.00
1999-00	Recreation	Rec Leader PT to FT	1.00	
1998-99	Court	Deputy Court Clerk	1.00	
1998-99	Police	PT Receptionist to FT	1.00	
1998-99	Recreation	Lead Lifeguard	1.00	
1998-99	Sanitation	Refuse Drivers		-2.00
1998-99	WW Collection	Lift Station Operator	2.00	
1997-98	Police	Patrol Officer	2.00	
1997-98	Police	Sergeant	1.00	
1997-98	Recreation	Pool Manager	1.00	
1997-98	Recreation	Facility Asst.	2.00	
1997-98	Recreation	Admin Asst.	1.00	
1997-98	Sanitation	Refuse Drivers	2.00	
1996-97	Administration	Vol Coordinator	1.00	
1996-97	Police	Det. Sergeant	1.00	
1996-97	WW Collection	Laborer II	2.00	
1995-96	Police	Police Officer	1.00	
Total			46.33	-11.33
NET TOTAL			35.00	

Information provided by the Brazoria County Tax Office 06-20-2011

****BRAZORIA COUNTY CLASS A - SINGLE FAMILY RESIDENTIAL VALUES**

YEAR	# OF PARCELS	CLASS A MARKET VALUE CERTIFIED	CLASS A MARKET VALUE (ARB REVIEW)	TOTAL CLASS A MARKET VALUE	*NEW CLASS A MARKET VALUE
2000	67,733	\$ 4,735,920,670	\$ 51,252,090	\$ 4,787,172,760	\$ 306,185,984
2001	69,791	\$ 5,309,081,700	\$ 213,902,200	\$ 5,522,983,900	\$ 302,957,134
2002	71,902	\$ 6,034,310,820	\$ 197,563,770	\$ 6,231,874,590	\$ 351,795,261
2003	74,116	\$ 6,611,338,120	\$ 680,624,460	\$ 7,291,962,580	\$ 380,188,733
2004	76,813	\$ 7,578,856,060	\$ 487,446,100	\$ 8,066,302,160	\$ 459,478,475
2005	79,046	\$ 8,270,507,790	\$ 642,174,140	\$ 8,912,681,930	\$ 492,677,484
2006	82,263	\$ 9,232,795,790	\$ 611,210,790	\$ 9,844,006,580	\$ 574,367,860
2007	84,399	\$ 10,168,218,701	\$ 850,659,412	\$ 11,018,878,113	\$ 583,676,962
2008	86,608	\$ 11,229,716,724	\$ 302,173,693	\$ 11,531,890,417	\$ 491,545,699
2009	87,932	\$ 10,926,556,311	\$ 755,995,018	\$ 11,682,551,329	\$ 315,255,480
2010	88,979	\$ 11,597,214,600	\$ 182,453,464	\$ 11,779,668,064	\$ 196,623,525

*This number is included in "Total Market Value". Brazoria County Grants 20% general homestead exemption

****CITY OF LAKE JACKSON CLASS A - SINGLE FAMILY RESIDENTIAL VALUES**

YEAR	# OF PARCELS	CLASS A MARKET VALUE CERTIFIED	CLASS A MARKET VALUE (ARB REVIEW)	TOTAL CLASS A MARKET VALUE	*NEW CLASS A MARKET VALUE
2000	7,856	\$ 746,684,280	\$ 3,549,210	\$ 750,233,490	\$ 14,233,130
2001	7,917	\$ 788,066,900	\$ 34,442,680	\$ 822,509,580	\$ 11,702,900
2002	7,974	\$ 855,387,090	\$ 31,960,680	\$ 887,347,770	\$ 12,507,524
2003	8,050	\$ 886,839,240	\$ 84,023,620	\$ 970,862,860	\$ 15,710,597
2004	8,103	\$ 958,934,250	\$ 36,788,160	\$ 995,722,410	\$ 10,118,175
2005	8,135	\$ 969,890,970	\$ 55,233,910	\$ 1,025,124,880	\$ 11,345,801
2006	8,197	\$ 1,020,557,040	\$ 32,023,020	\$ 1,052,580,060	\$ 10,667,662
2007	8,256	\$ 1,047,335,160	\$ 60,799,370	\$ 1,108,134,530	\$ 10,601,770
2008	8,302	\$ 1,124,490,976	\$ 15,975,860	\$ 1,140,466,836	\$ 11,931,080
2009	8,330	\$ 1,105,776,006	\$ 45,368,017	\$ 1,151,144,023	\$ 4,918,400
2010	8,338	\$ 1,137,272,935	\$ 9,788,380	\$ 1,147,061,315	\$ 2,814,380

*This number is included in "Total Market Value". City of Lake Jackson grants no general homestead exemption

****CITY OF ANGLETON CLASS A1 - SINGLE FAMILY RESIDENTIAL VALUES**

YEAR	# OF PARCELS	CLASS A MARKET VALUE CERTIFIED	CLASS A MARKET VALUE (ARB REVIEW)	TOTAL CLASS A MARKET VALUE	*NEW CLASS A MARKET VALUE
2000	5,060	\$ 280,084,760	\$ 1,746,080	\$ 281,830,840	\$ 4,606,842
2001	5,094	\$ 303,466,760	\$ 6,667,260	\$ 310,134,020	\$ 4,281,524
2002	5,110	\$ 330,709,630	\$ 10,573,340	\$ 341,282,970	\$ 5,402,704
2003	5,148	\$ 347,304,680	\$ 28,571,210	\$ 375,875,890	\$ 7,498,060
2004	5,189	\$ 378,497,340	\$ 18,414,400	\$ 396,911,740	\$ 7,012,305
2005	5,209	\$ 385,639,610	\$ 31,963,330	\$ 417,602,940	\$ 5,719,290
2006	5,238	\$ 418,843,620	\$ 35,270,870	\$ 454,114,490	\$ 6,031,890
2007	5,255	\$ 450,648,069	\$ 41,562,380	\$ 492,210,449	\$ 7,446,050
2008	5,299	\$ 492,505,869	\$ 4,511,750	\$ 497,017,619	\$ 6,701,630
2009	5,337	\$ 489,288,507	\$ 17,418,919	\$ 506,707,426	\$ 5,759,610
2010	5,363	\$ 492,528,737	\$ 6,513,911	\$ 499,042,648	\$ 2,434,310

*This number is included in "Total Market Value". City of Angleton grants no general homestead exemption

****CITY OF PEARLAND CLASS A - SINGLE FAMILY RESIDENTIAL VALUES**

YEAR	# OF PARCELS	CLASS A MARKET VALUE	VALUE CERTIFIED	CLASS A MARKET VALUE	(ARB REVIEW)	TOTAL CLASS A MARKET VALUE	*NEW CLASS A MARKET VALUE
2000	10,696	\$	1,100,278,510	\$	28,472,940	\$	88,243,576
2001	11,491	\$	1,283,411,360	\$	82,665,440	\$	114,541,942
2002	12,574	\$	1,520,707,640	\$	79,653,810	\$	160,607,326
2003	13,729	\$	1,731,101,140	\$	206,494,480	\$	188,583,982
2004	15,065	\$	2,070,670,360	\$	179,224,030	\$	220,647,241
2005	16,907	\$	2,315,784,360	\$	371,065,530	\$	320,371,679
2006	20,674	\$	3,186,641,930	\$	211,908,080	\$	355,004,030
2007	23,842	\$	3,835,979,363	\$	333,995,541	\$	360,425,053
**2008	23,579	\$	4,041,858,496	\$	149,055,212	\$	284,426,562
***2009	26,070	\$	4,256,634,374	\$	438,071,420	\$	177,565,779
***2010	26,386	\$	4,635,497,491	\$	127,399,415	\$	87,519,470

*This number is included in "Total Market Value". As of 2008 City of Pearland grants 2.5% homestead exemption

** All values are as of the original certification date for each individual tax year. Values have not been adjusted for changes since July of their respective tax year

*** New Values are Brazoria County ONLY. Not available for Harris and Fort Bend Counties

Industrial Districts Along the Texas Gulf Coast

Rank	City	Contract Rate	Tax Rate	Effective Tax Rate	New Construction	Comments
1	Port Neches	75%	0.69950	52.46%	75%	10 Year Contract
2	Beaumont	80%	0.64000	51.20%	3 years @ 0%, Steps in	3 years @ 80%, 4 years @ 75%
3	Pasadena	90%	0.56200	50.59%	0%, 20%, 45%, 55%, 65%	Increase/decrease is split with Industry
4	Orange	67%	0.74500	50.00%	0% for 2 years	5 Year contract - 10% Ceiling & Floor
5	Baytown	62%	0.78703	48.80%	0% for 2 years	Different start dates for each company.
6	Houston	73.4%	0.64500	47.34%	40%, 45%, 50%	15 Year Contract 100% on Land
7	Deer Park	63%	0.72000	45.36%	25%, 35%, 45%, 55%	2006 Base Value for New Construction
8	La Porte	62%	0.71000	44.02%	30%	2007 Base Value for New Construction
9	Nederland	75%	0.57800	43.35%	0% - 5 years, 37.5%, 56.25%	Personal Property @ 20%
10	Texas City	100%	0.42500	42.50%	100%	Annexed by City
11	Corpus Christi	60%	0.58500	35.10%	6%-60%	10 Year Contract - Land 100% - 3% minimum increase - 6% cap
12	Freeport	49%	0.70827	34.71%	0%	Rate Escalates from 40% to 55% over 10 years
13	Lake Jackson, Clute	50%	0.55000	27.50%	0%	15 year contract.Floor of \$9m, escalates based on CPI-U
14	Bridge City	42%	0.47775	20.07%	0% for 2 years	Add Sales Tax Adjustment to Tax Rate
15	Port Arthur	75%	0.77500	Flat Fee	-	Use Flat Fee Contracts
16	Liverpool	NA	0.23685	Flat Fee	0%	Plants split \$350,000 annually

Industrial Districts Along the Texas Gulf Coast
Sorted by Percentage of Value Collected

Rank	City	Total Value	Total Levy	Percentage	Major Players
1	Port Neches	454,793,500	\$ 2,385,960.00	0.525%	Huntsman, Mobil, Motiva, Air Liquide
2	Orange	957,364,212	\$ 4,993,323.00	0.522%	DuPont, Bayer, Chevron
3	Pasadena	2,952,527,965	\$ 15,213,131.00	0.515%	Hoechst Celanese, Phillips, Montel
4	Beaumont	2,506,554,609	\$ 12,474,171.00	0.498%	Exxon \ Mobil, Goodyear, Du Pont
5	Baytown	5,439,741,259	\$ 24,556,958.87	0.451%	Exxon, Bayer, Chevron - Exxon updated for 2002
6	Deer Park	3,172,917,528	\$ 14,068,346.96	0.443%	Shell, Rohm & Haas, Calpine
7	La Porte	2,957,450,657	\$ 12,631,487.57	0.427%	Equistar (Olfeins JV), Total Petro., Innovene
8	Port Arthur	3,500,000,000	\$ 14,100,000.00	0.403%	Motiva, Huntsman, Fina, Clark
9	Nederland	238,898,842	\$ 940,849.00	0.394%	Air Liquide, Sun, Unocal
10	Houston	3,683,858,290	\$ 14,000,000.00	0.380%	Lyondell, Shell, Champions Paper
11	Freeport	347,692,230	\$ 1,206,667.07	0.347%	Shintech, Schenectady, DSM
12	Lake Jackson, Clute	2,888,875,477	\$9,000,000	0.312%	Dow, BASF
13	Bridge City	29,453,613	\$ 79,000.00	0.268%	Firestone
14	Corpus Christi	2,442,301,092	\$ 6,104,418.00	0.250%	Koch, Citgo, Coastal, Valero
15	Liverpool	595,230,130	\$ 350,000.00	0.059%	Innovene, Equistar, Solutia

Industrial Districts Along the Texas Gulf Coast

Sorted by Total Dollars Collected

Rank	City	Total Value	Total Levy	Percentage	Major Players
1	Baytown	5,439,741,259	\$ 24,556,958.87	0.451%	Exxon, Bayer, Chevron - Exxon updated for 2002
2	Pasadena	2,952,527,965	\$ 15,213,131.00	0.515%	Hoechst Celanese, Phillips, Montel
3	Port Arthur	3,500,000,000	\$ 14,100,000.00	0.403%	Motiva, Huntsman, Fina, Clark
4	Deer Park	3,172,917,528	\$ 14,068,346.96	0.443%	Shell, Rohm & Haas, Calpine
5	Houston	3,683,858,290	\$ 14,000,000.00	0.380%	Lyondell, Shell, Champions Paper
6	La Porte	2,957,450,657	\$ 12,631,487.57	0.427%	Equistar (Olfeins JV), Total Petro., Innovene
7	Beaumont	2,506,554,609	\$ 12,474,171.00	0.498%	Exxon \ Mobil, Goodyear, Du Pont
8	Lake Jackson, Clute	2,888,875,477	\$ 9,000,000.00	0.312%	Dow, BASF
9	Corpus Christi	2,442,301,092	\$ 6,104,418.00	0.250%	Koch, Citgo, Coastal, Valero
10	Orange	957,364,212	\$ 4,993,323.00	0.522%	DuPont, Bayer, Chevron
11	Port Neches	454,793,500	\$ 2,385,960.00	0.525%	Huntsman, Mobil, Motiva, Air Liquide
12	Freeport	347,692,230	\$ 1,206,667.07	0.347%	Shirtech, Schenectady, DSM
13	Nederland	238,898,842	\$ 940,849.00	0.394%	Air Liquide, Sun, Unocal
14	Liverpool	595,230,130	\$ 350,000.00	0.059%	Innovene, Equistar, Solutia
15	Bridge City	29,453,613	\$ 79,000.00	0.268%	Firestone

Industrial Districts Along the Texas Gulf Coast

Sorted by Total Value in District

Rank	City	Total Value	Total Levy	Percentage	Major Players
1	Baytown	5,439,741,259	\$24,556,958.87	0.451%	Exxon, Bayer, Chevron - Exxon updated for 2002
2	Houston	3,683,858,290	\$14,000,000.00	0.380%	Lyondell, Shell, Champions Paper
3	Port Arthur	3,500,000,000	\$14,100,000.00	0.403%	Motiva, Huntsman, Fina, Clark
4	Deer Park	3,172,917,528	\$14,068,346.96	0.443%	Shell, Rohm & Haas, Calpine
5	La Porte	2,957,450,657	\$12,631,487.57	0.427%	Equistar (Oifeins JV), Total Petro., Innovene
6	Pasadena	2,952,527,965	\$15,213,131.00	0.515%	Hoechst Celanese, Phillips, Montel
7	Lake Jackson, Clute	2,888,875,477	\$ 9,000,000.00	0.312%	Dow, BASF
8	Beaumont	2,506,554,609	\$12,474,171.00	0.498%	Exxon \ Mobil, Goodyear, Du Pont
9	Corpus Christi	2,442,301,092	\$ 6,104,418.00	0.250%	Koch, Citgo, Coastal, Valero
10	Orange	957,364,212	\$ 4,993,323.00	0.522%	DuPont, Bayer, Chevron
11	Liverpool	595,230,130	\$ 350,000.00	0.059%	Innovene, Equistar, Solutia
12	Port Neches	454,793,500	\$ 2,385,960.00	0.525%	Huntsman, Mobil, Motiva, Air Liquide
13	Freeport	347,692,230	\$ 1,206,667.07	0.347%	Shintech, Schenectady, DSM
14	Nederland	238,898,842	\$ 940,849.00	0.394%	Air Liquide, Sun, Unocal
15	Bridge City	29,453,613	\$ 79,000.00	0.268%	Firestone

BUDGET GLOSSARY



LAKE JACKSON

City of Enchantment



BUDGET GLOSSARY

The Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader in understanding these terms, a budget glossary has been included in the document.

ABATEMENT. A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments and service charges.

ACCRUAL BASIS. The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

ACCRUED EXPENSES. Expenses incurred but not due until a later date.

ACCRUED REVENUES. Revenues earned but not yet received.

ADMINISTRATIVE FEES. Administrative Services charges are allocated to all Enterprise Fund activities (e.g., water/sewer and sanitation) for indirect management and administrative support given by general fund departments.

AD VALOREM TAXES. (Current) All property, real personal, mixed tangible, intangible, annexations, additions, and improvements to property located within the taxing units jurisdiction which are subject to taxation on January 1 of the current fiscal year. Following the final passage of the appropriations ordinance, City Council sets the tax rate and levy for the current fiscal year beginning October 1 and continuing through the following September 30th.

AD VALOREM TAXES. (Delinquent) All taxes are due on receipt of bill and are delinquent if not paid before February 1 of the fiscal year in which it is imposed.

AD VALOREM TAXES. (Penalty and Interest) A delinquent tax incurs a penalty of six (6%) percent of the amount of the tax for the first calendar month it is delinquent, plus one (1%) percent for each additional month of portion of the month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. However, the delinquent tax on July 1 incurs a total penalty of twelve (12%) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. If a person exercises the split-payment option, as provided by the Property Tax Code, and fails to make the second payment before July 1, the second payment is delinquent and incurs a penalty of twelve (12%) percent of the amount of the unpaid tax. A delinquent tax incurs at the rate of one (1%) percent for each month or portion of a month the tax remains unpaid.

APPROPRIATION. A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

APPROPRIATION ORDINANCE. The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources.

ASSESSED VALUATION. A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the Brazoria County Appraisal District.)

BISD – Brazosport Independent School District. All school age children living in the City limits of Lake Jackson attend school in this District.

BALANCED BUDGET – A fund’s budget is considered balance when estimated expenditures do not exceed prospective revenues plus cash on hand (fund balance).

B.O.D. Biochemical Oxygen Demand.

B.W.A. Brazosport Water Authority. A regional water supplier. The City has a contract to pay for 2 million gallons a day.

BOND. A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, streets and bridges.

BUDGET. A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term “budget” is used in two senses in practice. Sometimes it designates the financial plan presented to the City Council for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is proposed or whether it has been adopted by the City Council.

BUDGET ADJUSTMENTS. A legal procedure utilized by the City staff and City Council to revise a budget appropriation. The City of Lake Jackson’s City Charter requires City Council approval through the adoption of a supplemental appropriation ordinance (which specifies both the source of revenue and the appropriate expenditure account) for any inter-departmental or inter-fund adjustments. City staff has the prerogative to adjust expenditures within a departmental budget.

BUDGET CALENDAR. The schedule of key dates or milestones which the City departments follow in the preparation, adoption, and administration of the budget.

BUDGET DOCUMENT. The instrument used by the budget-making authority to present a comprehensive financial program to the City Council.

BUDGET MESSAGE. The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager.

BUDGETED FUNDS. Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The budget document that is submitted for Council approval is composed of budgeted funds.

CASH BASIS. A basis of accounting under which transactions are recognized only when cash changes hands.

CASH MANAGEMENT. The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting

BUDGET GLOSSARY

the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

COST. (1) The amount of money or other consideration exchanged for property or services. (2) Expense.

DEPRECIATION. The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

DIVISION. An administrative segment of the City which indicates management responsibility for an operation or a group of related activities within a functional area. Divisions are the basic units of the budget upon which departments are composed of.

ENTERPRISE FUND. A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises--where the intent of the governing body is that the costs (expenses, including depreciation) for providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. Examples of Enterprise Funds are those for water, gas, and electric utilities; swimming pools; airports; parking garages; and transit systems.

ENCUMBRANCES. Commitments related to unperformed (executory) contracts for goods or services.

EXPENDITURE. This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended.

EXPENSES. Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.

FISCAL YEAR. The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Lake Jackson has specified October 1 to September 30 as its fiscal year.

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 TAX. This is a charge paid for the use of City streets and public right of way and is in lieu of all other municipal charges, fees, street rentals, pipe taxes or rentals, easement or other like franchise taxes, inspections fees, and/or charges of every kind except Ad Valorem and special assessment taxes for public improvements.

FUNCTION. A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.

FUND. An accounting entity that has a set of self-balancing accounts and that records all financial transac-

tions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

FUND BALANCE. Fund balance is the excess of assets over liabilities and is therefore also known as surplus funds.

GENERAL FUND. The fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS. Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from the General Fund, and these bonds are backed by the full faith and credit of the issuing government.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP). Uniform minimum standards of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. They 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. They provide a standard by which to measure financial presentations.

GOVERNMENTAL FUNDS – Government funds account for expendable resources based on the purposes for which the resources may or must be used. There are four fund types and there may be numerous individual funds within each fund type. The four government fund types are: General Fund, Special Revenue Funds, Capital Projects Funds and Debt Service Funds.

GRANTS. Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity, or facility.

HOTEL/MOTEL TAX. Pursuant to a State law, a tax is levied upon the cost of occupancy of any room or space furnished by any hotel. The current rate of taxation is 13% (7% of which is paid to the City and budgeted for limited uses and 6% is collected by the state). Revenue received from this resource is disbursed as follows: fourteen (14%) percent to the Fine Arts Council, twenty-nine (29%) percent for tourism, twenty one (21%) percent to the Museum of Natural Science, twenty-one (21%) percent to the Lake Jackson Historical Museum (Lake Jackson Historical Association), and fourteen (14%) to the Festival of Lights. The remaining is appropriated annually as designated by Council through the budget process.

INTERFUND TRANSFERS. Amounts transferred from one fund to another.

INVESTMENTS. Securities and real estate held for the production of revenue in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

LEVY. (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a government.

LONG-TERM DEBT. Debt with a maturity of more than one year after the date of issuance.

BUDGET GLOSSARY

spending measurement focus. Under it, revenues are recognized when they become both “measurable” and “available to finance expenditures of the current period.” Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if approximately offset by interest earnings on special assessment levies; and (5) principal and interest on long-term debt which are generally recognized when due.

MAJOR FUND - A Governmental or Enterprise fund that meets both of the following criteria: a.) Total assets, liabilities, revenues, or expenditures/expenses (excluding extraordinary items) of that individual governmental or enterprise fund are at least 10% of the corresponding total for all funds of that category or type (that is, total governmental or total enterprise funds), and b.) Total assets, liabilities, revenues, or expenditures/expenses (excluding extraordinary items) of the individual governmental fund or enterprise fund are at least 5% of the corresponding total for all governmental and enterprise funds combined. Any other government or enterprise fund may be reported as a major fund if the government’s officials believe that fund is particularly important to the financial statement users. The general fund is always a major fund (GASB 34).

OPERATING BUDGET. Plans of current expenditures and the proposed means of financing them. The annual

OPERATING EXPENSES. Proprietary fund expenses which are directly related to the fund’s primary service activities.

OPERATING GRANTS. Grants which are restricted by the grantor to operating purposes or which may be used for either capital or operating purposes at the discretion of the grantee.

OPERATING REVENUES. Proprietary fund revenues which are directly related to the fund’s primary service activities. They consist primarily of user charges for services.

OPERATING TRANSFERS. All interfund transfers other than residual equity transfers.

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. Ordinarily, the statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

OVERLAPPING DEBT. The proportionate share of the debts of local governments located wholly or in part within the limits of the reporting government which must be borne by property within each government.

PERFORMANCE AUDITS. Examinations intended to assess (1) the economy and efficiency of the audited entity’s operations and (2) program effectiveness--the extent to which program objectives are being attained.

PERFORMANCE MEASURES. Specific quantitative and qualitative measures of work performed as an objective of the department.

PROGRAM DESCRIPTION. Describe the nature of service delivery provided at this level of funding. It clearly explains how service delivery will be different from the prior budget year.

PROGRAM OBJECTIVES. Program Objectives are quantifiable steps toward accomplishing stated goals. They should have a specific time frame or measurable achievement. Objectives should be able to be reached or completed within the current fiscal year. Objective statements are not required for every activity performed, but should focus on the major steps necessary for achieving established goals.

PROGRAM GOALS. Program goals describe the purpose or benefit the division/department plans to provide to the community and/or organizations it serves. Goals identify the end result the division/department desires to achieve with its activities, but goals are often ongoing and may not be achieved in one year.

PRODUCTIVITY MEASURES. Productivity measures should reflect how well a program is performing its activities to meet the needs of the public and the organization. They should measure productivity, effectiveness, efficiency or the impact of a service provided. While activity measures indicate “how much” activity the division/department is performing, productivity measures identify “how well” the division/department is performing.

PROPERTY TAX. Property taxes are levied on both real and personal property according to the property’s valuation and the tax rate.

PROPRIETARY FUND – Proprietary funds follow accounting practices similar to those found in private business. Both attempt to be self supporting. The two types of proprietary funds are enterprise funds and internal service funds

RESERVE. An account to use to indicate that a portion of a fund’s balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

RETAINED EARNINGS. An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

RETAINED EARNINGS - Designated. An account used to segregate a portion of retained earnings that is to be used for a specified purpose.

REVENUE BONDS. Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund’s property.

REVENUES. (1) Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers. Under NCGA Statement 1, general long-term debt proceeds and operating transfers in are classified as “other financing sources” rather than revenues. (2) Increases in proprietary fund type net total assets from other than expense refunds, capital contributions, and residual equity transfers. Under NCGA Statement 1, operating transfers in are classified separately from revenues.

BUDGET GLOSSARY

RISK MANAGEMENT. All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur.

SALES TAX. A general “sales tax” is levied on all persons and businesses selling merchandise in the city limits on a retail basis. Monies collected under authorization of this tax is for the use and benefit of the City; however, no city may pledge anticipated revenues from this source to secure the payment of funds or other indebtedness. The current sales tax rate for the City is 8.25% (1.5% rebated to the City from the State, .5% to the County, and the balance is retained by the State).

SHARED REVENUES. Revenues levied by one government but shared on a predetermined basis, often in proportion to the amount collected at the local level, with another government or class of governments.

T.C.E.Q. Texas Commission on Environmental Quality .

T.S.S. Total Suspended Solids.

TAX RATE. The amount of tax stated in terms of a unit of the tax base; for example, \$.50 per \$100 (one hundred dollars) assessed valuation of taxable property.

TAX RATE LIMIT. The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments, or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

TAX ROLL. The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

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.

TRIAL BALANCE. A list of the balances of the accounts in a ledger kept by double entry with the debit and credit balances shown in separate columns.

UNENCUMBERED BALANCE. The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.

WORKING CAPITAL – The amount current assets exceed current liabilities. Current assets can or will be converted to cash within 90 days and current liabilities will be paid within 90 days.

WORKLOAD MEASURES. Workload measures reflect major activities of the division/department. They indicate the amount of work that has been done in the past and projected workload levels for the current and next years. Workload measures should be able to be tracked with a reasonable amount of time and effort.