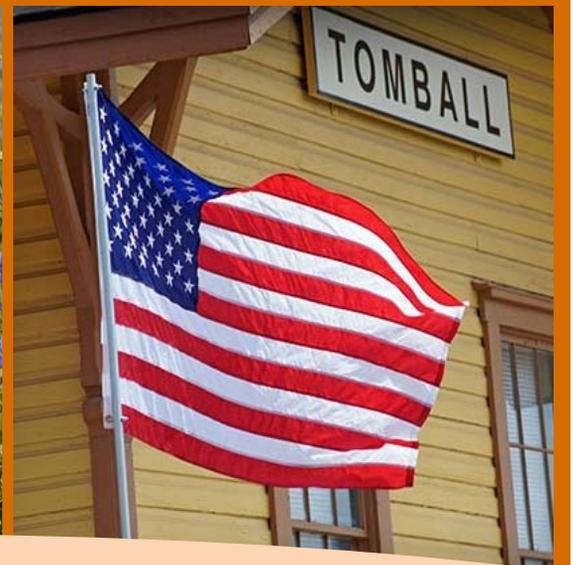


CITY OF TOMBALL, *TX*



ADOPTED ANNUAL BUDGET

FISCAL YEAR 2015-2016

Due to the passage of S.B. No. 656 102.007 of the Texas Local Government Code was amended to require that the following information be included as the cover page for a budget document:

This budget will raise more revenue from property taxes than last year's budgeted by an amount of \$84,000, which is 4.92% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$95,379.

Upon calling for a vote for approval of an ordinance adopting the City of Tomball 2015-16 Fiscal Year Budget, the members of the City Council voted as follows:

City Council	Aye	Nay
F.S. "Field" Hudgens, Mayor Pro Tem, Council 1	<input checked="" type="checkbox"/>	
Mark Stoll, Council 2	<input checked="" type="checkbox"/>	
Chad Degges, Council 3	<input checked="" type="checkbox"/>	
Derek Townsend, Sr., Council 4	<input checked="" type="checkbox"/>	
Lori Klein Quinn, Council 5	<input checked="" type="checkbox"/>	

The municipal property tax rates for the preceding fiscal year, and each municipal property tax rate that has been adopted or calculated for the current fiscal year, include:

Tax Year	2015	2014
Fiscal Year	2015-16	2014-15
Proposed Rate	\$ 0.341455	\$ 0.341455
Total Adopted Rate	\$ 0.341455	\$ 0.341455
Adopted Operating Rate	\$ 0.111455	\$ 0.111455
Adopted Debt Rate	\$ 0.230000	\$ 0.230000
Effective Tax Rate	\$ 0.322803	\$ 0.347482
Effective Operating Rate (M&O)	\$ 0.319202	\$ 0.343721
Maximum Operating Rate (M&O)	\$ 0.344738	\$ 0.371218
Debt Rate (I&S)	\$ 0.230000	\$ 0.230000
Rollback Rate	\$ 0.318339	\$ 0.389718

The total amount of outstanding municipal debt obligations (principal & interest) is as follows:

Type of Debt	Total Outstanding Debt	Current Year Debt
Property Tax Supported	\$ 29,877,500.00	\$ 3,097,594.00
Self-Supporting	\$ 4,042,500.00	\$ 737,529.00
Total Debt	\$ 33,920,000.00	\$ 3,835,123

Note: The total amount of outstanding debt obligations considered self-supporting is currently secured by user fees. In the event such amounts are insufficient to pay debt service, the City will be required to assess an ad valorem tax to pay such obligations.

How to Read this Document

Welcome!

You are holding the published City of Tomball, Texas budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016. The document has been prepared to help you, the reader, learn of the issues affecting the Tomball community. Many people believe a City budget is only a financial plan. Although you can learn a great deal about the City's finances from these pages, the FY 2016 budget document has been designed to serve other functions as well. For example, it is a policy document that presents the major policies which guide how the City is managed. It is an operations guide which gives the public, elected officials, and City staff information pertaining to the production and performance of individual City operations. The document is also designed as a communications device in which information is conveyed verbally and graphically.

Budget Format

The document is divided into three major sections: Introduction, Financial and Operational, and Appendices. The introductory section contains the City Manager's letter which is addressed to the City Council and explains major policies and issues which affected the development of the fiscal year budget. This section also includes the City's organization and staffing charts and the summary of all financial statements.

The Financial/Operational section describes various aspects of the City's organization. This information is grouped first by fund and then by department. Like many local governments, the City uses the fund method of accounting. Simply stated, a fund is a unit of the City which tracks the application of various public resources. For example, the Enterprise Fund is established to account for the revenues and expenses of the City's water, sewer, and natural gas operations. Most people are particularly interested in the General

Fund which is comprised of most of the City's operations such as Police, Fire, Municipal Court, Streets, and Parks. Financial statements, including the adopted FY 2016 budget are presented for every fund. The statements show the fund's financial condition over a number of years. Similar to the checking account statement you receive from your bank, the statement shows beginning balances, revenues, expenditures, and ending balances for each year. Each fund statement shows the actual audited amount from the previous fiscal year, or for this document, the fiscal year 2014 actual. The ending balance of the actual year becomes the beginning balance of the projected current fiscal year, FY 2015. The projected column reflects estimated amounts compared to the amounts included in the adopted budget for the current year. The projected ending balance of the current fiscal year then becomes the beginning balance for the projected FY 2016 budget year. Accompanying the statements are narratives and graphs which describe the major features of that particular fund. Within each fund there may be one or more departments which further describe a component of the City's organization. Each department's presentation includes a mission statement, accomplishments for the previous fiscal year, and operational objectives for the upcoming year. Selected service levels for each department are presented graphically. The funding for each department, as well as the unit's staffing are summarized over a number of years.

Finally, appendices are presented that more fully describe the budget process, the City's major revenue sources, the long-term financial plans for the General, Debt Service, and Enterprise Funds, and a capital project summary.



Adopted Budget

Fiscal Year
October 1, 2015 through September 30, 2016

City Council



F.S. "Field" Hudgens
Mayor Pro Tem
Council, Position 1
Elected May 2011
Serving Second Term



Gretchen Fagen
Mayor
Elected May 2007
Re-elected May 2013
Serving Third Term



Mark Stoll
Council, Position 2
Elected June 2009
Serving Third Term



Derek Townsend Sr
Council, Position 4
Elected May 2009
Serving Third Term



Chad Degges
Council, Position 3
Elected May 2014
Serving First Term



Lori Klein Quinn
Council, Position 5
Elected May 2014
Serving First Term



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Tomball
Texas**

For the Fiscal Year Beginning

October 1, 2014

Executive Director

CITY OF TOMBALL

ADOPTED BUDGET

FISCAL YEAR 2015-2016

TABLE OF CONTENTS

INTRODUCTION

Cover Letter	
How to Read this Document	
City Council	
GFOA Distinguished Budget Presentation Award	
Table of Contents	
City Manager's Letter	1
Strategic Plan 2011-2016	9
Goal Matrix	10
Comparative Tax Levies	11
Property Tax Calculation and Distribution	12
Municipal Tax Rate Comparison	13
Staffing	14
Staff Organizational Chart	15
Fund Summaries	16

GENERAL FUND - FUND 100

General Fund Narratives	17
General Fund Expenditures	18
Statement of Revenues, Expenditures, & Changes in Fund Balance	19
Statement of Revenues by Source	20
Department Budgets	
City Manager's Office - 111	22
Permits & Inspections - 112	25
Mayor & Council - 113	29
City Secretary - 114	32
Human Resources - 115	37
Finance - 116	42
Information Systems - 117	46
Legal - 118	50
Non-Departmental - 119	53
Police Department - 121	55
Municipal Court - 122	61
Community Center - 131	64
Fire Marshal - 141	69
Fire Department - 142	73
Emergency Management - 143	77
Public Works Administration - 151	80
Garage Department - 152	83
Parks Department - 153	87
Streets Department - 154	90
Sanitation Department - 155	94
Engineering & Planning - 156	97
Facilities Maintenance - 157	101

CITY OF TOMBALL

ADOPTED BUDGET

FISCAL YEAR 2015-2016

TABLE OF CONTENTS

ENTERPRISE FUND - FUND 600	
Enterprise Fund Narrative	105
Statement of Revenues, Expenditures, & Changes in Fund Balance	106
Statement of Revenues by Source	107
Enterprise Fund Expenditures	108
Department Proposed Budgets	
Utility Department - 611	109
Utility Billing Department - 612	113
Water Department - 613	117
Wastewater Department - 614	121
Gas Department - 615	125
Enterprise Fund Debt - 616	129
Debt Payment Schedule	130
Series 2011 General Obligation Refunding Bonds - Enterprise Portion	131
DEBT SERVICE - FUND 300	
Debt Service Fund Narrative	132
Statement of Revenues, Expenditures, & Changes in Fund Balance	133
Debt Fund Revenue	134
Debt Fund Expenditures	135
Consolidated Debt Payment Schedule	136
Combination Tax and Revenue Cert. of Obligation - Series 2010	137
Series 2011 General Obligation Refunding Bonds	138
Series 2012 Tax Certificates of Obligation	139
Series 2013 General Obligation Refunding Bonds	140
Series 2013 Tax Certificates of Obligation	141
2015 Lease Purchase - Pierce Velocity Fire Truck	142
Series 2015 Tax Certificates of Obligation (Proposed)	143
SPECIAL REVENUE - FUND 200	
Statement of Revenues, Expenditures, & Changes in Fund Balance	144
General Special Revenue - 200	145
Police Seizure Fund Expenditures - 221	146
Child Safety Fund Expenditure - 222	147
COURT SECURITY - FUND 220	
Statement of Revenues, Expenditures, & Changes in Fund Balance	148
COURT TECHNOLOGY - FUND 230	
Statement of Revenues, Expenditures, & Changes in Fund Balance	151

CITY OF TOMBALL
ADOPTED BUDGET
FISCAL YEAR 2015-2016

TABLE OF CONTENTS

HOTEL OCCUPANCY - FUND 240	
Statement of Revenues, Expenditures, & Changes in Fund Balance	154
Hotel Occupancy Tax Fund Revenue - 240	155
Hotel Occupancy Tax - HOT (Grants) Fund Expenditures- 240	156
2nd Saturday Events Fund Expenditures-241	157
Visitors Fund Expenditures- 243	159
RED LIGHT CAMERA - FUND 250	
Statement of Revenues, Expenditures, & Changes in Fund Balance	161
SAFER GRANT - FUND 285	
Statement of Revenues, Expenditures, & Changes in Fund Balance	164
TOMBALL FUN RUNS - FUND 290	
Statement of Revenues, Expenditures, & Changes in Fund Balance	167
CAPITAL PROJECT - FUND 400	
Capital Projects Fund Narrative	170
Stmnt of Revenues, Expenditures, & Changes in Fund Balance - Fund 400	171
Capital Projects Funded List	181
Stmnt of Revenues, Expenditures, & Changes in Fund Balance - Fund 460	182
INTERNAL SERVICE FUNDS	
Fleet Replacement Fund - 650 Narrative	185
Statement of Revenues, Expenditures, & Changes in Fund Balance - Fund 650	186
Statement of Revenues, Expenditures, & Changes in Fund Balance - Fund 910	191
WATER CAPITAL RECOVERY FUND - 730	
Statement of Revenues, Expenditures, & Changes in Fund Balance - Fund 730	194
SEWER CAPITAL RECOVERY FUND - 740	
Statement of Revenues, Expenditures, & Changes in Fund Balance - Fund 740	196
MISC	
Active Supplemental	198
Analysis of Ad Valorem Tax Rates	200
Analysis of Ad Valorem Tax Levies & Collections	201
Operating Indicators by Function/Program	202
Ordinance No. 2015-14	203
Tomball Fast Facts	205
Tomball Journal	206
Appendix A - The Budget Process	207
Appendix B - Financial Management Policies	209
Appendix C - Basis of Accounting and Budgeting	220
Appendix D - Major Revenue Sources	222
Appendix E - Glossary of Terms	226
Appendix F - Acronyms	231



City Of Tomball

Gretchen Fagan
Mayor

George Shackelford
City Manager

September 30, 2015

Honorable Mayor and
Members of City Council
City of Tomball, Texas

Dear Mayor and Council Members,

In accordance with the City's Charter provisions, it is my pleasure to present the City of Tomball's Fiscal Year 2015-2016 (FY2016) Operating Budget and Capital Improvement Program. This document was adopted by the City Council at its regularly scheduled meeting on August 17, 2015. At that time, Council authorized appropriations for the City's various activities in the following amounts:

	FY 2014-2015 (FY2015) <u>ADOPTED BUDGET</u>	FY 2015-2016 (FY2016) <u>ADOPTED BUDGET</u>
General Fund	\$ 21,422,658	\$ 21,488,460
Enterprise Fund	11,386,392	12,552,464
Internal Service Fund	3,124,270	2,682,004
Debt Service Fund	3,702,207	3,511,942
Special Revenue Funds	878,543	935,783
Capital Projects Fund	<u>4,185,000</u>	<u>8,120,000</u>
Total Authorized Operations	\$ 44,699,070	\$ 49,290,653

The FY2016 budget represents an increase of \$4,591,583 (10.27%) when compared to last year's budget primarily due to an increase in the amount of capital project expenditures and supplemental additions for new programs and projects in the amount of \$3.1 million.

This budget continues to provide a high level of service to the entire Tomball community while keeping property taxes at one of the lowest levels in Harris County. The total tax rate of \$34.1455 cents per \$100 of assessed value with the General Fund remains the same.

SUMMARY OF RESOURCES

The primary financial resources for the City of Tomball are ad-valorem taxes, sales taxes, charges for services, and franchise fees. The underlying basis for estimation of resource collection is historical trend analysis combined with a conservative approach.

RESOURCES DERIVED THROUGH TAXATION

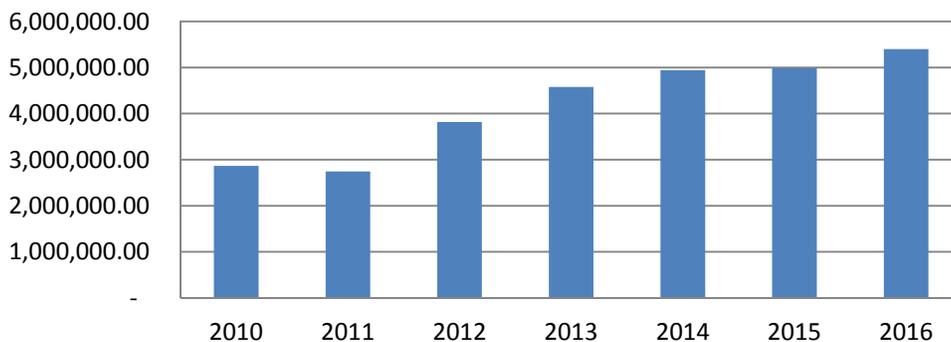
Ad Valorem property tax revenue makes up 14% of the City's overall resources. This is primarily due to the very low tax rate. The tax rate has remained the same for the past several years.

The Harris County Appraisal District (HCAD) performs the appraisal of property within the City and the Harris County Tax Office then collects property taxes. HCAD is required under the Property Tax Code to appraise all property within the county based on 100% of its market value. The value of real property must be reviewed at least every three years; however, the City may, at its own expense, require annual reviews of appraised values.

As authorized by state law, the City Council has approved certain tax exemptions to its citizens. Those homeowners 65 years of age and older (or disabled) qualify for an exemption of the first \$90,000 of assessed value. Additional exemptions are also available for disabled veterans.

In FY2016, the City expects to collect \$5.4 million through the ad valorem tax process. The graph below portrays the actual collections for the last seven fiscal years and projected collections for FY2016.

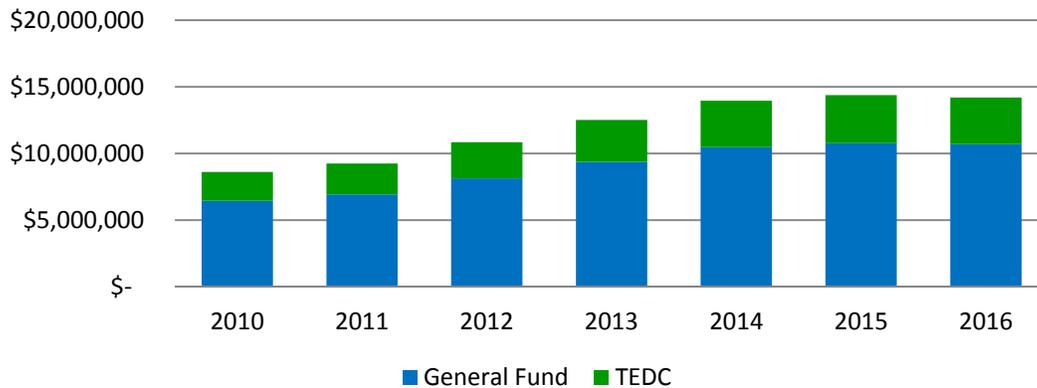
Ad Valorem Tax Collection Seven Year Comparison



Sales tax revenues are generated when goods are sold in the City. The State of Texas is the collecting agency for these taxes and remits the amount due to the City. The current sales tax rate in our jurisdiction is 8.25%, which is comprised of 6.25% for the State, 1% for the City, ½% for the Tomball Economic Development Corporation, and ½% for property tax reduction. The City estimates the amount it expects to receive from sales taxes based on historical trends. During FY2015, the City experienced an increase of 2.95% in sales tax revenue over the

previous year. Based upon this increase, but acknowledging the uncertain future of the economy, this budget estimates the collection of \$10.7 million for the City’s General Fund and \$3.5 million for the Tomball Economic Development Corporation. The chart below reflects the actual sales tax increases since 2010 with the conservative projection for 2016.

Sales Tax Trend



REVENUES DERIVED THROUGH CHARGES FOR SERVICES, LICENSES & PERMITS, AND FRANCHISE FEES

The City provides many services to its Citizens. Some are required for the basic health and well-being of the individual (water, sewer, gas, and sanitation) while others improve the quality of life. The total projection for Charges for Service revenues in FY2016 is \$12.4 million. Listed below are major sources of revenues to be received from services rendered.

<u>Service Rendered</u>	<u>Projected FY2016 Resources</u>
Water Production and Distribution	\$ 4,500,000
Wastewater Collection & Treatment	2,370,000
Gas Sales	3,265,000
Solid Waste Collection	2,100,000

The final, major resource is the levying of Franchise Fees to utilities operating in the City of Tomball. State Law governs the amount of the levy. Franchise Fees are projected to remain relatively the same as last fiscal year and the City expects to receive \$1.26 million from this revenue source in FY2016.

OTHER RESOURCES

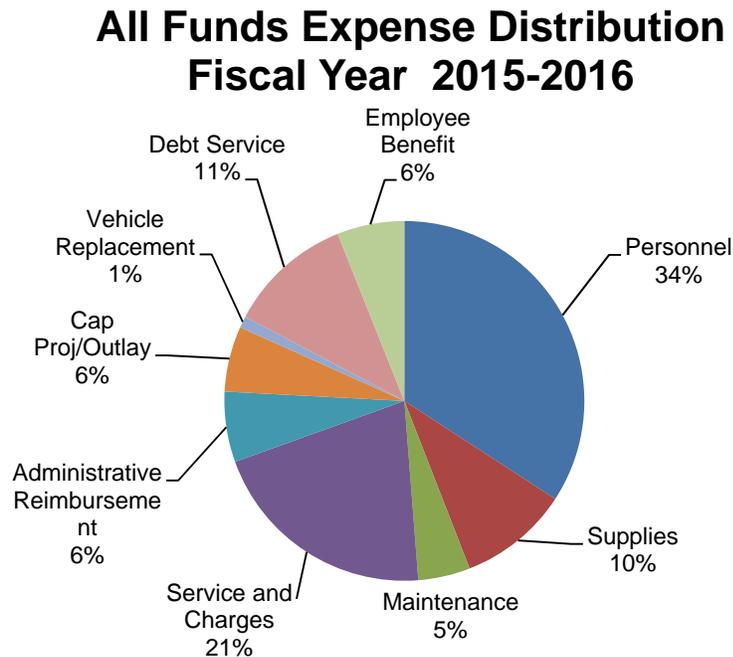
Two other critical resources for the City of Tomball are Licenses & Permits and Fines & Warrants. Licenses and Permits are expected to increase due to continued development within the City however the budget projection

remains conservative. Several new construction projects were completed during FY2015 and more are expected during FY2016. Fines and Warrants are projected to remain relatively constant.

A final, important resource is the earnings on investments. Investment earnings are expected to remain at a low level in FY2016. The City expects to earn an estimated \$42,035 during FY2016. The projection of this resource is based on a cash flow analysis and a conservative interest earnings yield based on current market trends.

SUMMARY OF EXPENDITURES

The expenditures of the City of Tomball are grouped into five broad categories: personnel and personnel related benefits, cost of capital outlay, costs needed to service and extinguish debt, supplies, all other costs (utilities, insurance, maintenance, etc.). The chart below depicts the expenditures for the City of Tomball excluding intergovernmental revenues.



As with most entities, personnel related costs are the largest expense category. Salaries account for \$12.7 million of the total budget--coupled with the associated benefits (Social Security, Retirement, and Medical Insurance) this accounts for approximately 40% of the City's resources.

The Debt Service category is the total dollars expended to pay interest and principal on the existing debt, which represents 11% of the budget at \$4.3 million.

The Capital Outlay category includes major capital improvements projects totaling \$8,510,000. There is a detailed listing of these projects included in the budget. Additionally, there is a separate Capital Projects Fund, which accounts for current and future capital projects.

The Supplies category of \$3.8 million includes office materials, chemicals, gas purchases, and other supplies.

The Services & Charges and Other categories include items such as utilities, training, education, and maintenance. These categories account for \$7.8 million.

PERSONNEL

In an attempt to maintain competitive salaries and benefits for employees, a 3% percent salary adjustment is included with a total cost of \$360,725. Major medical health coverage contracts have been renewed for FY2016 with a 2% decrease in premiums. Dental and vision premiums remained the same and life insurance premiums will increase less than 2%.

PERSONNEL CHANGES

In planning staffing levels for FY2016 one additional street serviceperson and one additional code enforcement officer are being funded.

SUPPLEMENTAL ITEMS & CAPITAL IMPROVEMENTS

During the budget workshops, a variety of supplemental dollars were identified as priorities by the City Council and incorporated into the budget document. The Capital Projects Fund includes projected expenditures of \$8,120,000. Supplemental expenditures of \$1,377,755 were approved for the General Fund and \$1,705,000 for the Enterprise Fund.

GENERAL FUND OVERVIEW

The ending fund balance in the General Fund for 2014-2015 is projected to be \$12,323,147, which is \$953,455 more than was originally budgeted. Projected Revenues for 2014-2015 are \$18,540,224 or 6.8% more than budget. This is primarily due to sales taxes coming in ahead of budget. Revenues for 2015-2016 are projected to be \$17,832,167, an increase of 2.8% over last year's original budget of \$17,347,040.

Operating expenditures for 2014-2015 are projected to be \$239,729 less than budget. This is primarily due to some position vacancies resulting in salary savings, the cost of fuel dropping below what was originally projected, and departments continuing to closely monitor their budgets.

Projected ending fund balance for 2015-2016 is \$11,066,979, which represents 52% of operating expenditures. Proposed expenditures are \$21,488,460, which is \$65,802 more than last year's original budget. Certified estimate of taxable values provided from the Harris County Tax Appraisal District (HCAD) have indicated that the

City of Tomball taxable values for FY2015 have increased by 8.78%. However, at the time of certification, \$197,575,304 of taxable value was either under protest or not yet included on the certified roll. When this value is eventually certified, we expect that the values for FY2015 will increase over last year.

A total tax rate of \$ 0.341455 is proposed for 2015-2016, which consists of a rate of \$ 0.1455 for the General Fund operations and \$ 0.2300 for the Debt Service Fund. This is the same tax rate as last year.

ENTERPRISE FUND OVERVIEW

The FY2016 ending fund balance in the Enterprise Fund is projected to be \$17,645,472, which is 149% of total operating expenses. This accumulation of working capital will be used to fund future infrastructure repairs, maintenance, and expansion. These numbers help the City maintain its strong bond rating of AA+ from Standard & Poor's and Aa3 from Moody's.

Revenues for FY2016 are projected to be \$11,114,848. Operating expenses for FY2016, including debt and capital, are projected to be \$12,552,464.

The water, sewer, gas, and garbage rate structures will remain the same for residential and commercial customers for FY2016.

DEBT SERVICE FUND OVERVIEW

The ending fund balance in the Debt Service Fund for 2015 is estimated to be \$3,089,182 which is 88% of projected debt service payment for FY2016. The City's policy for debt service reserves is 25% of the next year's debt service requirement. Our high reserve levels are strongly encouraged by the rating agencies to maintain our credit rating. Included in the FY2016 budget is an interest only payment of \$402,696 for a new debt issuance. The proceeds from which will be used to fund the construction of Medical Complex Drive Segment 4B and M118 drainage channel.

The City services debt in both the Debt Service Fund and the Enterprise Fund. The Debt Service Fund accounts for Debt that will be repaid with tax dollars. The Enterprise Fund accounts for Debt that will be repaid with user fees or what is called Revenue Bonds.

HOTEL OCCUPANCY TAX FUND OVERVIEW

The Marketing Director continues to do a tremendous job in creating signature events for Tomball. We believe that expenditures from the Hotel Motel Tax Fund continue to provide positive impacts for the tourism industry as well as the business community. Funding for many events is provided in the proposed budget as well as \$70,000 for grants available to outside entities. Proposed expenditures for FY2016 are increased, however, a strong fund balance of \$387,802 is projected for the end of FY 2016.

REPORTING LEVELS

The following represents the reporting structure used in this document:

Fund
Department
Division
Line Item Detail

An organizational chart of the City is provided near the front of the budget document.

LONG RANGE STRATEGIC PLANS

The City has a formal Comprehensive Plan as well as a formal Strategic Plan. Both plans, adopted by the City Council, serve to identify, prepare, and meet the City's needs in future years. The Strategic Plan will be updated this fiscal year.

DEBT MANAGEMENT

The City services debt in both the General Fund and the Enterprise Fund. At this time, there is no authority for the issuance of General Obligation Debt. All current outstanding amounts are from the issuance of Certificates of Obligation.

CASH MANAGEMENT

The City continues to revise and improve its cash management practices. The Investment Officer is responsible for managing the City's cash position and for the prudent investing of the City's idle funds. Staff continuously performs analyses of operational cash flows. The City's philosophy is to match our investments with cash flows and rate yields. The City's Investment Policy is reviewed and approved by the City Council annually. The objectives of the Investment Policy are safety, liquidity, yield, and minimal risk of loss.

RISK MANAGEMENT

Property and Liability insurance premiums have remained stable over the past few years. The FY2016 premiums are projected to be in line with the previous year. In addition, no substantial changes in worker's compensation, general liability, property, or auto premiums are expected.

AWARDS

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City for its annual budget for the fiscal year ending September 30, 2015. The City also received the Certificate of Achievement in Financial Reporting for the September 30, 2014

Comprehensive Annual Financial Report (CAFR) from GFOA. This was the 25th consecutive year that the City has received this award.

Additionally, the City of Tomball received the “Platinum Transparency Award” from the Texas Comptroller’s Office this year. This is the highest level of award given by the State and a major accomplishment for both the Finance Department and the City.

In order to receive the budget award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

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

ACKNOWLEDGEMENTS

The preparation of this budget could not have been accomplished without the efforts and dedication of the Finance Department staff. We would also like to express our appreciation to the Department Heads and other personnel from various departments who assisted in its preparation and especially members of the City Council for their in-depth review of the budget documents and participation in budget workshops.

In conclusion, this budget represents the latest of several expenditure strategies reflecting sound, prudent, financial management policies and practices and the City Council is to be congratulated for providing strong fiscal leadership in the preparation and adoption of the budget.

Respectfully submitted,



George T. Shackelford
City Manager



Glenn Windsor, CPA
Finance Director

City of Tomball Strategic Plan 2011-2016

During fiscal year 2010-2011, Council developed a strategic plan which presented their collective vision for the City of Tomball through 2016. Council's plans can be equated to building plans for a house. Accordingly, city staff is charged with building a budget around the foundation that Council provides. By working together, following the plans, and using our resources wisely, Tomball will become a beautiful edifice.

Clear Vision for Tomball

The City Council envisions major players coming together to create the future of Tomball which includes a sense of community and a home of which the citizens are proud. The city should offer a positive business environment and a home town feel through excellent education, healthcare, churches, public safety services, utilities, internet services, public facilities, pedestrian friendly areas and good mobility. In order to make that vision a reality, Council established the following targets...

- **Identity-Branding:** Become a destination city with many activities to draw people here
 - Festivals: Downtown movie night, arts, and music concerts
 - Communicate "brand" to citizens
- **Economic Development:** Become regional hub for retail, medical, financial, and high-tech businesses
- **Infrastructure:** Improve downtown parking and drainage
- **Council-Staff-Public Relations:** Improve customer service

Fiscal Year 2015-2016 Goals

- Expand and Improve the City's quality infrastructure, facilities and public services to meet current and future needs.
- Improvement multimodal accessibility to the City and within Tomball
- Create a highly efficient, service-oriented culture within the City of Tomball
- Diversity and expand the City's revenue stream and increase efficiency of City operations to ensure financial sustainability.
- Implement economic development strategies to increase revenues to the City, diversify the tax base, create quality employment and housing opportunities, grow local businesses and maximize the community's economic assets.

City of Tomball Goal Matrix

The City's goals listed in the Strategic plan on the previous page are presented here in a matrix format. When the mission of a department corresponds with a City goal, it is checked (✓) on the matrix.

	1) Infrastructure	2) Council-Staff-Public Relations	3) Identity - Branding	4) Economic Development	
<input checked="" type="checkbox"/>	Mayor and Council				
<input checked="" type="checkbox"/>	City Manager's Office				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Permits and Inspections
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	City Secretary
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Human Resources
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Finance
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Police
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Municipal Court
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Community Center
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Public Works Administration
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parks
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Streets
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Engineering and Planning
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilities
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utility Billing

Comparative Tax Levies

For an average Tomball Single-Family Residence

	2015	2016
<u>Harris County</u>		
Market Value	\$ 171,042	\$ 191,872
Homestead Exemptions	20%	20%
Taxable Value	\$ 136,834	\$ 153,497
Tax Rate/ \$100	0.41731	0.41923
Tax Levy	\$ 571.02	\$ 643.51
<u>Tomball ISD</u>		
Market Value	\$ 171,042	\$ 191,872
Homestead Exemptions	(15,000)	(25,000)
Taxable Value	\$ 156,042	\$ 166,872
Tax Rate/ \$100	1.36	1.34
Tax Levy	\$ 2,122.17	\$ 2,236.08
<u>City of Tomball</u>		
Market Value	\$ 171,042	\$ 191,872
Homestead Exemptions	(24,007)	(24,946)
Taxable Value	\$ 147,035	\$ 166,926
Tax Rate/ \$100	0.341455	0.341455
Tax Levy	\$ 502.06	\$ 569.98
TOTAL TAX LEVY	\$ 3,195.25	\$ 3,449.57

Levy does not include calculation of taxes for Harris County Flood Control District and other overlapping special taxing jurisdictions

PROPERTY TAX CALCULATION AND DISTRIBUTION

2015 Certified Tax Roll & Levy **

Assessed Valuation (100%)	\$	1,688,890,118
Rate Per \$100	\$	0.341455
Total Tax Levy	\$	5,766,800
Percent of Current Tax Collection		98%
Estimated Current Tax Collections	\$	5,651,464

Summary of Tax Collections

Current Tax	\$	5,651,464
Delinquent Tax		50,000
Penalty and Interest		35,000
Total 2015-2016 Tax Collections	\$	5,736,464

Proposed Distribution:

	Tax Rate*	% of Total	Amount
General Fund:			
Current Tax			\$ 1,844,705
Delinquent Tax			25,000
Penalty and Interest			15,000
Total General Fund	\$ 0.111455	32.64%	\$ 1,884,705
Debt Service Fund:			
Current Tax			\$ 3,806,758
Delinquent Tax			25,000
Penalty and Interest			20,000
Total Debt Service Fund	\$ 0.230000	67.36%	\$ 3,851,758
TOTAL DISTRIBUTION	\$ 0.341455	100.00%	\$ 5,736,464

* Tax rate is expressed as cents per \$100 of valuation.

** The Certified Roll was received after budget was adopted.

MUNICIPAL TAX RATE COMPARISON

	FY 2015-16 Proposed Tax Rate*
Jersey Village	0.742500
Houston	0.601120
Willis	0.596100
Missouri City	0.544680
Stagecoach	0.520700
Magnolia	0.462900
Oak Ridge North	0.459800
Conroe	0.420000
Tomball	0.341455
Splendora	0.247300
Shenandoah	0.239900
Webster	0.234470
Humble	0.200000

* Tax rate is expressed as cents per \$100 of valuation.

Staffing

							Difference
	2011	2012	2013	2014	2015	2016	2015-2016
General Fund (GF)							
City Hall Administration							
City Manager's Office	3.00	3.00	2.00	2.00	2.00	2.00	-
Mayor and Council	-	-	-	-	-	-	-
City Secretary's Office	4.50	4.50	4.50	4.50	4.50	4.50	-
Human Resources	2.00	2.50	3.00	3.00	3.00	3.00	-
Finance	5.00	5.00	5.00	5.00	5.00	5.00	-
Information Systems	-	1.00	3.00	3.00	3.00	3.00	-
Legal	-	-	-	-	-	-	-
Police	57.00	59.00	58.00	58.50	59.50	59.50	-
Municipal Court	5.50	4.50	4.50	4.50	4.50	4.50	-
Community Center	3.00	3.00	3.00	3.00	3.00	3.00	-
Fire Department	14.00	16.00	16.00	16.00	25.00	25.00	-
Fire Marshal's Office	2.00	2.00	2.00	2.50	2.50	2.50	-
Emergency Management	-	-	-	-	-	-	-
Community Development							
Building Permits and inspections	5.00	5.00	5.00	5.00	4.00	6.00	2.00
Engineering and Planning	7.00	7.00	6.00	6.00	7.00	5.00	(2.00)
Public Works Administration	1.00	1.00	1.00	1.00	1.00	1.00	-
Facilities Maintenance	1.00	1.00	2.00	2.00	2.00	2.00	-
Garage	2.00	2.00	2.00	2.00	2.00	2.00	-
Parks	5.20	5.20	5.20	5.20	5.20	5.20	-
Streets	8.20	8.20	7.20	7.20	7.20	8.20	1.00
Total General Fund	125.40	129.90	129.40	130.40	140.40	141.40	1.00
Enterprise Fund (EF)							
Utilities administration	3.00	3.00	3.00	3.00	3.00	4.00	1.00
Utility Billing	6.00	6.00	4.00	4.00	4.00	4.00	-
Water	7.20	7.20	8.20	8.20	8.20	8.20	-
Wastewater	10.20	10.20	10.20	10.20	10.20	10.20	-
Gas	6.20	6.20	6.20	6.20	6.20	6.20	-
Total Enterprise Fund	32.60	32.60	31.60	31.60	31.60	32.60	1.00
Special Revenue Funds	3.00	2.50	12.00	12.00	3.00	3.00	-
Total Paid staff	161.00	165.00	173.00	174.00	175.00	177.00	2.00

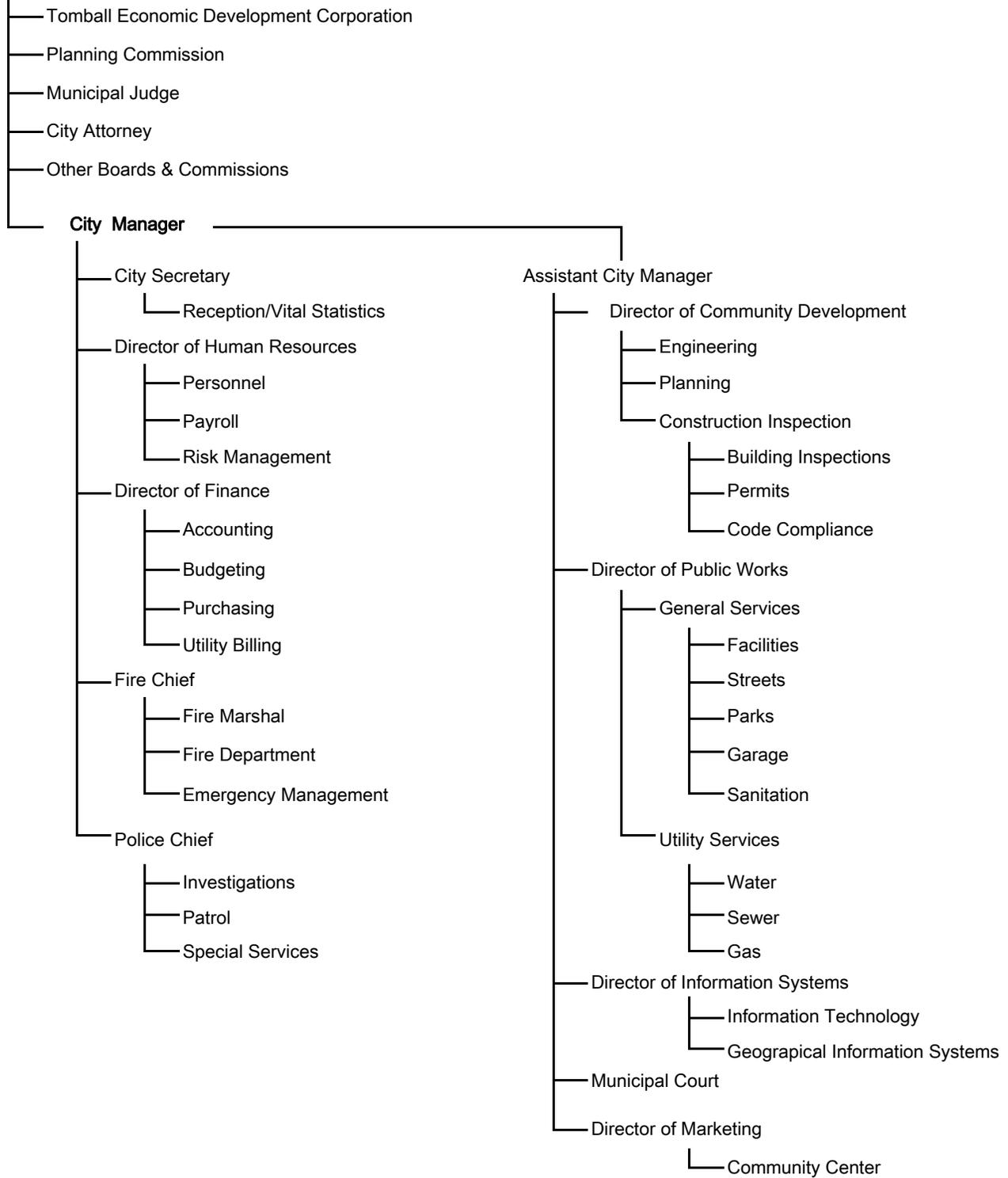
For the 2015-2016 Budget

GF	Building Permits and Inspections	Added New Code Enforcement Officer	1.00
GF	Building Permits and Inspections	Added Code Enforcement Officer from Planning	1.00
GF	Community Development	Moved Code Enforcement Officer to Building	(1.00)
GF	Community Development	Moved Construction Manager to Utilities Admin	(1.00)
EF	Streets	Added New Streets Serviceperson	1.00
EF	Utilities Administration	Added Construction Manager from Community Development	1.00
			Total
			2.00

Staff Organizational Chart

Tomball Citizens

Mayor and City Council



CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY
Statement of Revenues, Expenditures and Changes in Fund Balance
FUND SUMMARIES

	<u>Governmental</u>			<u>Proprietary</u>	<u>Internal Service</u>		<u>Consolidated</u>	
	General Fund	Special Revenue Funds	Debt Service	Enterprise Fund	Fleet Replacement Fund	Health Insurance Trust Fund	Capital Projects Fund	All Funds FY 2016
Revenues:								
Property taxes	1,790,000	-	\$ 3,645,000	-	-	-	-	5,435,000
Sales taxes	10,700,000	550,000	-	-	-	-	-	11,250,000
Franchise taxes	1,264,000	-	-	-	-	-	-	1,264,000
Permits and licenses	516,850	-	-	-	-	-	-	516,850
Fines and warrants	743,500	265,150	-	-	-	-	-	1,008,650
Service fees	2,100,000	-	-	10,377,500	-	-	-	12,477,500
Transfers In	-	20,000	-	-	410,000	2,291,634	500,000	3,221,634
Contributions/Grants	284,887	-	528,013	558,148	-	-	-	1,371,048
Interest	15,000	1,035	-	26,000	-	-	-	42,035
Other	417,930	55,500	1,500	153,200	-	-	225,000	853,130
Total Revenues	\$ 17,832,167	\$ 891,685	\$ 4,174,513	\$ 11,114,848	\$ 410,000	\$ 2,291,634	\$ 725,000	\$ 37,439,847
Expenditures:								
General Government	5,773,900	56,130	-	-	-	2,292,004	-	8,122,034
Public Safety	8,871,851	273,465	-	-	-	-	-	9,145,316
Public Works	5,197,304	-	-	-	-	-	-	5,197,304
Engineering and Planning	634,904	-	-	-	-	-	-	634,904
Parks and Recreation	1,010,501	15,250	-	-	-	-	-	1,025,751
Tourism & Arts	-	590,938	-	-	-	-	-	590,938
Utilities	-	-	-	11,814,114	-	-	-	11,814,114
Capital Projects/Outlay	-	-	-	-	390,000	-	8,120,000	8,510,000
Debt Service	-	-	3,511,942	738,350	-	-	-	4,250,292
Total Expenditures	\$ 21,488,460	\$ 935,783	\$ 3,511,942	\$ 12,552,464	\$ 390,000	\$ 2,292,004	\$ 8,120,000	\$ 49,290,653
Other Sources (Uses):								
Transfers	(2,400,125)	-	-	-	-	-	-	(2,400,125)
Debt Proceeds	-	-	-	-	-	-	15,000,000	15,000,000
Total Other Sources (Uses)	\$ (2,400,125)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000,000	\$ 12,599,875
Revenues Over (Under)								
Expenditures	\$ (1,256,168)	\$ (44,099)	\$ 662,571	\$ (1,437,616)	\$ 20,000	\$ (370)	\$ 7,605,000	\$ 749,069
Beginning Fund Balance	\$ 12,323,147	\$ 1,258,925	\$ 3,089,182	\$ 19,083,088	\$ 2,525,041	\$ 900,409	\$ 15,811,255	\$ 54,991,047
Ending Fund Balance	\$ 11,066,979	\$ 1,214,826	\$ 3,751,753	\$ 17,645,472	\$ 2,545,041	\$ 900,039	\$ 23,416,255	\$ 55,740,116
Adopted Reserve Level	52%	130%	107%	149%	653%	39%	288%	113%

General Fund

Fund Description

The General Fund accounts for resources traditionally associated with governments which are not required to be accounted for in another fund.

Fund Narrative

During the budget process, it is the General Fund that receives the most attention from City staff, the council, and the public. The attention is well deserved because it is this fund that reflects most of the critical issues affecting the community, from establishing a tax rate to determining employee staffing and benefits.

Concluding Fiscal Year Financial Performance

Ending Fund Balance in the General Fund for FY2015 is projected to be \$ 12,323,147. Revenues for the current fiscal year are budgeted at \$19,378,316. No increase in investment earnings is expected for FY2016. Favorable variances increasing revenue include sales taxes (approximately \$ 300,000), permits and licenses (\$ 102,050) and contributions (\$ 7977). Service fees were over projected due to the impact of growth within the City.

2015/2016 Budget

Revenues

Base budget revenues for FY2016 are \$20,232,292. This amount is \$ 853,976 or 4.41% more than the adopted budgeted revenues for FY2015. This increase is primarily due to the \$ 300,000 increase in projected sales taxes. Franchise fee revenue is projected to be \$ 22,000 less than what was budgeted for FY2015 due to projected decreases in fees charged. Fines and warrant revenues are projected to decrease by \$ 156,500. Interest revenues are expected to remain the same due to low investment rates.

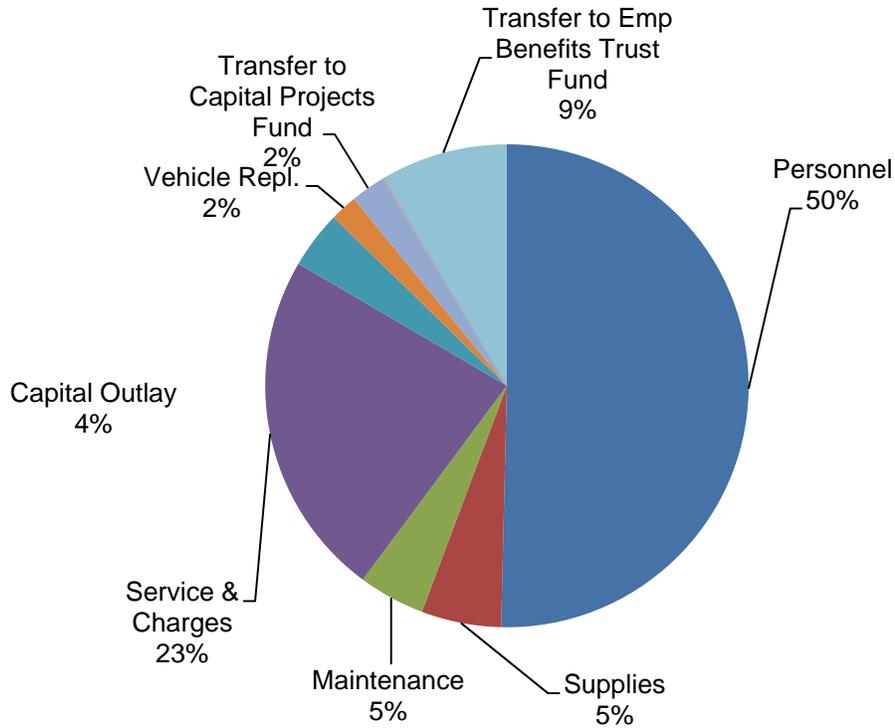
Expenditures

The budget for operating expenditures for FY2016 is \$21,488,460. This amount is \$ 65,802 or 3% more than the adopted budget for FY2015. Included in the budget are 3% salary adjustments based on performance. Changes were also made in the health insurance plan to reduce the cost of coverage.

Total budgeted operating expenditures in the General Fund include an increase to expenditures of \$ 1,377,755 related to Supplemental Programs. Staffing charts are included on each departmental budget page to reflect the number of positions budgeted.

GENERAL FUND EXPENDITURES

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projected	FY 2016 Adopted Budget
Personnel	\$ 8,484,477	\$ 10,228,937	\$ 10,159,245	\$ 10,826,193
Supplies	\$ 903,280	\$ 1,057,048	\$ 1,036,786	\$ 1,148,390
Maintenance	\$ 970,023	\$ 1,002,090	\$ 980,523	\$ 954,390
Service & Charges	\$ 4,266,487	\$ 4,715,661	\$ 4,768,359	\$ 5,000,484
Capital Outlay	\$ 243,313	\$ 1,065,675	\$ 1,289,944	\$ 826,600
Vehicle Repl.	\$ 593,802	\$ 502,247	\$ 502,247	\$ 390,000
Transfer to Capital Projects Fund	\$ 575,000	\$ 400,000	\$ 1,209,747	\$ 500,000
Transfer to Hotel Occupancy	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000
Transfer to SAFER	\$ 62,976	\$ -	\$ -	\$ -
Transfer to Debt Services	\$ -	\$ 535,464	\$ -	\$ -
Transfer to Emp Benefits Trust Fund	\$ 1,601,750	\$ 1,895,536	\$ 1,695,536	\$ 1,822,403
TOTAL	\$ 17,711,108	\$ 21,422,658	\$ 21,662,387	\$ 21,488,460



CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

GENERAL FUND

	FY 2014 Actuals	Current FY2015	FY2015 Projections	FY 2016 Base Budget
Revenues:				
Contributions	\$ 319,424	\$ 276,910	\$ 276,914	\$ 284,887
Fines & Warrants	842,681	900,000	743,500	743,500
Franchise Taxes	1,253,077	1,286,000	1,258,635	1,264,000
Interest	10,016	15,000	15,000	15,000
Lease Proceeds	-	-	800,000	-
Other Revenue	373,264	326,330	418,505	417,930
Permits & Licenses	478,282	414,800	521,670	516,850
Property Taxes	1,638,673	1,678,000	1,706,000	1,790,000
Sales Taxes	10,532,665	10,400,000	10,700,000	10,700,000
Services	2,100,261	2,050,000	2,100,000	2,100,000
Total Revenues	17,548,343	17,347,040	18,540,224	17,832,167
Expenditures:				
Administrative	249,106	383,494	373,057	395,300
Building Permits and Inspections	357,125	356,554	440,500	555,344
Mayor and Council	55,104	96,004	83,662	116,509
City Secretary	358,640	391,284	343,349	409,636
Human Resources	340,174	581,281	488,309	513,832
Finance	563,350	611,967	602,883	654,277
Information Systems	636,832	651,942	637,873	715,099
Legal	146,668	142,000	139,795	142,000
Non-Departmental	2,309,304	2,353,036	2,312,864	2,271,903
Police	5,083,135	5,532,146	5,457,312	5,501,770
Municipal Court	307,340	361,517	350,608	383,345
Community Center	166,459	137,989	135,283	183,277
Fire Marshal	157,688	282,719	251,597	250,277
Fire	1,611,732	2,948,407	3,302,653	2,717,514
Emergency Management	17,021	22,705	28,874	18,945
Public Works Administration	49,656	51,860	52,744	60,292
Garage	134,322	147,148	145,512	152,653
Parks	529,631	909,850	749,894	827,224
Streets	1,339,392	1,865,237	2,100,558	2,353,031
Sanitation	1,989,160	2,008,800	2,006,372	2,022,300
Engineering and Planning	621,787	831,743	886,794	634,904
Facilities Maintenance	687,481	754,975	771,894	609,028
Total Expenditures	17,711,107	21,422,658	21,662,387	21,488,460
Net Income from Operations	(162,764)	(4,075,618)	(3,122,163)	(3,656,293)
Other Sources/(Uses):				
Transfer In, Transfers (Out) Net	1,806,049	2,031,276	2,031,276	2,400,125
Total Other Sources/(Uses)	1,806,049	2,031,276	2,031,276	2,400,125
Revenues Over/(Under) Expenditures	1,643,285	(2,044,342)	(1,090,887)	(1,256,168)
Beginning Fund Balance	11,770,749	13,414,034	13,414,034	12,323,147
Ending Fund Balance	\$ 13,414,034	\$ 11,369,692	\$ 12,323,147	\$ 11,066,979
25% of Operating Expenses - Target	76%	53%	57%	52%

CITY OF TOMBALL
100 - General Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
GENERAL FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5110 CURRENT TAXES	\$1,248,946	\$1,504,202	\$1,615,935	\$1,640,000	\$1,675,000	\$1,750,000
5120 DELINQUENT TAXES	\$59,005	\$28,142	\$11,293	\$28,000	\$16,000	\$25,000
5130 PENALTY,INTEREST,ATTY FEES	\$14,505	\$11,569	\$11,445	\$10,000	\$15,000	\$15,000
5140 SALES TAX	\$8,189,360	\$9,442,376	\$10,532,665	\$10,400,000	\$10,700,000	\$10,700,000
5141 ALCOHOLIC BEVERAGE TAX	\$42,115	\$44,644	\$60,332	\$65,000	\$65,000	\$65,000
5150 ELECTRICAL FRANCHISE TAX	\$673,424	\$682,189	\$672,507	\$690,000	\$683,635	\$684,000
5160 T.V. CABLE FRANCHISE TAX	\$109,306	\$110,338	\$150,169	\$135,000	\$175,000	\$175,000
5161 1% IN KIND/ PEG FEES	\$0	\$0	\$24,611	\$16,000	\$35,000	\$40,000
5170 COMMUNICATIONS ROW LINE FEE	\$262,994	\$288,822	\$221,079	\$260,000	\$180,000	\$180,000
5175 SANITATION FRANCHISE TAX	\$182,060	\$185,953	\$184,711	\$185,000	\$185,000	\$185,000
5190 BINGO TAX	\$0	\$10	\$26	\$50	\$25	\$25
5200 BUILDING PERMITS	\$138,677	\$253,615	\$230,936	\$175,000	\$265,000	\$265,000
5210 CONSTRUCTION PERMITS	\$62,162	\$31,354	\$63,582	\$60,000	\$75,000	\$70,000
5215 PLUMBING PERMIT	\$15,598	\$26,246	\$28,029	\$30,000	\$30,000	\$30,000
5220 MECHANICAL PERMITS	\$22,851	\$37,911	\$23,433	\$30,000	\$25,000	\$25,000
5230 ELECTRICAL PERMITS	\$24,173	\$36,852	\$38,597	\$40,000	\$40,000	\$40,000
5235 FIRE PERMIT FEES	\$28,114	\$33,693	\$30,717	\$34,000	\$30,000	\$30,000
5240 OTHER PERMITS	\$2,978	\$3,568	\$5,197	\$5,000	\$5,500	\$5,500
5245 MISCELLANEOUS PERMIT FEES	\$5,990	\$1,062	\$1,007	\$1,500	\$1,500	\$1,000
5250 MIXED BEVERAGE FEES	\$3,860	\$6,945	\$12,802	\$12,000	\$15,000	\$15,000
5255 LICENSE FEES	\$1,818	\$8,258	\$3,792	\$1,500	\$6,500	\$6,500
5260 AMBULANCE PERMITS	\$0	\$5,600	\$6,400	\$8,000	\$7,000	\$7,000
5300 MUNICIPAL COURT FINES	\$413,922	\$499,297	\$462,330	\$500,000	\$425,000	\$425,000
5310 COURT COSTS/ADMIN FEES	\$277,952	\$297,783	\$248,431	\$250,000	\$225,000	\$225,000
5320 COURT WARRANT FEES	\$94,480	\$131,571	\$119,387	\$135,000	\$85,000	\$85,000
5340 TIME PYMT.FEE-10% CITY JUDICL.	\$2,120	\$2,593	\$2,513	\$3,000	\$2,000	\$2,000
5341 TIME PAYMENT FEE-40% FOR CITY	\$8,482	\$10,376	\$10,020	\$12,000	\$6,500	\$6,500
5365 RECYCLING REVENUE	\$0	\$17	\$22	\$100	\$0	\$0
5430 SANITATION FEES	\$1,951,801	\$2,037,143	\$2,100,261	\$2,050,000	\$2,100,000	\$2,100,000
5440 PLAT FEES	\$9,127	\$9,575	\$13,013	\$9,500	\$12,000	\$12,000
5441 REZONING APPLICATION FEE	\$5,563	\$3,400	\$4,387	\$600	\$4,000	\$4,000
5442 CONDITIONAL USE PERMIT	\$2,400	\$0	\$1,800	\$600	\$600	\$1,200
5443 PLANNED DEVELOPMENT	\$0	\$0	\$2,000	\$0	\$420	\$500
5444 SITE PLAN REVIEW	\$12,438	\$13,896	\$19,336	\$15,000	\$16,000	\$16,000
5445 PLAN REVIEW FEES- OTHER	\$950	\$1,000	\$138	\$100	\$150	\$150
5446 ZONING FEES- OTHER	\$2,546	\$3,829	\$5,918	\$4,000	\$3,000	\$3,000
5450 BIRTH & DEATH CERTIFICATE FEES	\$38,027	\$35,316	\$38,628	\$40,000	\$39,000	\$40,000
5451 NOTARY FEES	\$30	\$30	\$18	\$30	\$30	\$30
5460 ALARM SYSTEM REGISTRATION FEES	\$7,010	\$10,925	\$15,205	\$12,000	\$15,000	\$15,000
5461 FALSE ALARM SERVICE FEE	\$9,300	\$23,150	\$28,575	\$17,000	\$50,000	\$50,000
5470 EMERGENCY SERVICE DISTRCT FEES	\$67,500	\$60,000	\$65,625	\$67,500	\$82,575	\$87,600
5480 LIFE SAFETY PLAN REVIEW	\$0	\$2,275	\$2,225	\$2,800	\$2,800	\$3,000
5481 STATE LICENSED FACILITIES	\$0	\$400	\$750	\$1,500	\$750	\$750
5482 ANNUAL FIRE INSPECTIONS	\$0	\$50	\$325	\$50	\$325	\$325
5500 SALE OF CITY PROPERTY	\$11,342	\$0	\$0	\$5,000	\$40,000	\$30,000
5505 RENT REVENUES	\$7,800	\$12,088	\$7,800	\$15,000	\$8,500	\$8,500
5510 COMMUNITY CENTER FEES	\$8,190	\$13,975	\$19,610	\$20,000	\$22,000	\$25,000
5515 CONGREGATE MEAL SERV. REVENUE	\$1,285	\$2,421	\$1,325	\$1,200	\$1,400	\$1,600
5520 PARK RENTAL FEE	\$9,510	\$7,300	\$12,271	\$10,000	\$12,000	\$12,000

CITY OF TOMBALL
100 - General Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
GENERAL FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5550 MISCELLANEOUS INCOME	\$30,032	\$33,343	\$86,312	\$35,000	\$34,000	\$34,000
5560 RETURNED CHECK FINES	\$150	\$100	\$60	\$100	\$100	\$100
5690 SANITATION PENALTY	\$21,744	\$23,623	\$21,352	\$22,000	\$30,000	\$30,000
5730 SCHOOL RESOURCE OFFICERS (SRO)	\$273,950	\$223,883	\$259,424	\$265,910	\$265,914	\$273,887
5740 OTHER GRANTS	\$0	\$1,000	\$25,000	\$1,000	\$1,000	\$1,000
5770 TEDC CONTRIBUTIONS	\$10,000	\$10,000	\$35,000	\$10,000	\$10,000	\$10,000
5800 INTEREST INCOME	\$38,450	\$20,510	\$12,615	\$15,000	\$15,000	\$15,000
5801 UNREALIZED GAIN ON INVESTMENTS	(\$17,373)	(\$3,797)	(\$2,599)	\$0	\$0	\$0
5902 CAPITAL LEASE PROCEEDS	\$725,000	\$0	\$0	\$0	\$800,000	\$0
5961 TRANSFERS IN	\$1,860,931	\$2,246,221	\$1,806,049	\$2,031,276	\$2,031,276	\$2,400,125
TOTAL GENERAL FUND REVENUES	\$16,972,594	\$18,476,641	\$19,354,393	\$19,378,316	\$20,571,500	\$20,232,292

City Manager's Office

DEPARTMENT MISSION

The City of Tomball has a Council/Manager form of government where the City Council sets policy and the City Manager is charged with carrying out the policies and programs approved by the City Council and providing administrative leadership. The City Manager is responsible for the City's daily operations, hiring department heads, supervising City personnel, directing and coordinating all municipal programs, enforcing all municipal laws and ordinances, and recommending an annual budget.

PROGRAM NARRATIVE

FY 2015 Accomplishments

- Maintained balance budget and continued quality service delivery.
- Assisted the 249 Partnership to support the completion of the SH249 extension project.
- Obtained grant funding to assist in the development of public facilities downtown.

Goals & Objectives for FY 2016

- Increase Tomball's participation in regional partnerships and planning.
- Develop proposed budget that supports the City's Strategic Plan.

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - GENERAL FUND

111 - CITY MANAGER'S OFFICE

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 355,469	\$ 303,890	\$ 308,089	\$ 226,367	\$ 355,074	\$ 344,604	\$ 366,680
Supplies	2,466	977	735	281	500	765	700
Maintenance	-	-	-	-	-	-	-
Services and charges	31,373	25,912	24,732	22,459	27,920	27,688	27,920
Total Operating Expenditures	\$ 389,308	\$ 330,779	\$ 333,556	\$ 249,107	\$ 383,494	\$ 373,057	\$ 395,300
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 389,308	\$ 330,779	\$ 333,556	\$ 249,107	\$ 383,494	\$ 373,057	\$ 395,300

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Total	3.00	3.00	3.00	2.00	2.00	2.00	2.00

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT GENERAL-CITY MANAGER'S OFFICE	DIVISION 100-111 GENERAL-CITY MANAGER'S OFFICE
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$164,752	\$285,189	\$260,451	\$293,744
6009 WAGES-OTHER	\$8,128	\$0	\$8,157	\$0
6011 VACATION PAY	\$13,137	\$0	\$9,698	\$0
6012 SICK PAY	\$2,399	\$4,388	\$4,388	\$4,519
6019 MISCELLANEOUS PAY	\$210	\$665	\$665	\$785
6021 FICA-MED/SS	\$11,931	\$23,452	\$20,309	\$24,311
6022 TMRS-EMPLOYER	\$25,372	\$41,164	\$40,752	\$43,053
6025 WORKER COMPENSATION INSURANCE	\$198	\$216	\$184	\$268
6026 UNEMPLOYMENT TAXES	\$240	\$0	\$0	\$0
PERSONNEL SERVICES	\$226,367	\$355,074	\$344,604	\$366,680
6101 OFFICE & COMPUTER SUPPLIES	\$224	\$300	\$563	\$500
6105 FOOD SUPPLIES	\$30	\$100	\$100	\$100
6106 MATERIALS AND PARTS	\$12	\$0	\$0	\$0
6108 FUEL, OIL AND LUBRICANTS	\$0	\$0	\$52	\$0
6109 POSTAGE	\$0	\$100	\$50	\$100
6119 OTHER SUPPLIES	\$15	\$0	\$0	\$0
SUPPLIES	\$281	\$500	\$765	\$700
6312 COMMUNICATION SERVICES	\$1,056	\$1,920	\$1,920	\$1,920
6332 TRAVEL AND MEALS	\$6,476	\$6,500	\$6,200	\$6,500
6333 DUES AND SUBSCRIPTIONS	\$3,667	\$2,600	\$2,668	\$2,600
6334 AUTOMOBILE ALLOWANCES	\$9,600	\$14,400	\$14,400	\$14,400
6337 TRAINING	\$1,660	\$2,500	\$2,500	\$2,500
SERVICES AND CHARGES	\$22,459	\$27,920	\$27,688	\$27,920
TOTAL GENERAL-ADMINISTRATIVE	\$249,106	\$383,494	\$373,057	\$395,300

Permits and Inspections

Department Mission

To administer the permits and enforce the City's building, plumbing, electrical, gas and air conditioning codes to ensure the construction and maintenance of safe residential and commercial structures.

Accomplishments for FY 2015

- Attendance at monthly Code Meetings and maintenance of all necessary certifications
- Selected MyGov as Community Development integrated software
- Updated website content and established social media presence through Twitter and Facebook
- Complete inspections within one business day
- Complete plan reviews within 20 business days
- Successful enforcement of the amended Chapter 34-Signs

Goals and Objectives for FY 2016

- Ongoing training on 2012 International Building Codes and other updated codes
- Cross train Building Inspectors on plan review
- Continue to work in a collaborative manner with the development community
- Ensure a high level of construction quality for the citizens of Tomball while continuing to provide exceptional customer service
- Rebrand Code Enforcement to Code Compliance
- Fill Code Compliance Officer, Permit Technician and Combination Building Inspector positions
- Revise banner provisions in Chapter 34-Signs
- Quarterly reporting

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND

100 - GENERAL FUND

DEPARTMENT

112 - PERMITS AND INSPECTIONS

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 305,679	\$ 307,478	\$ 316,101	\$ 327,780	\$ 274,081	\$ 265,548	\$ 381,276
Supplies	7,980	6,309	9,456	10,245	7,500	9,629	20,650
Maintenance	264	1,134	2,606	1,060	4,000	1,500	10,000
Services and charges	44,231	29,643	35,917	18,040	45,250	138,100	143,418
Total Operating Expenditures	\$ 358,154	\$ 344,564	\$ 364,080	\$ 357,125	\$ 330,831	\$ 414,777	\$ 555,344
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	25,723	25,723	-
Total Expenditures	\$ 358,154	\$ 344,564	\$ 364,080	\$ 357,125	\$ 356,554	\$ 440,500	\$ 555,344

Supplemental Programs	Total
Code Enforcement Officer	\$ 79,101

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00	0.00	2.00
Permit Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00	5.00	4.00	6.00

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT GENERAL-PERMITS/INSPCTNS.	DIVISION 100-112 GENERAL- PERMITS/INSPCTNS.
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$70,009	\$79,477	\$63,841	\$69,490
6003 WAGES-FULL TIME	\$153,591	\$140,046	\$111,140	\$250,699
6004 WAGES-PART TIME	\$0	\$0	\$9,000	\$0
6005 WAGES-OVERTIME	\$3,329	\$2,000	\$2,720	\$3,090
6009 WAGES-OTHER	\$11,560	\$0	\$3,589	\$0
6011 VACATION PAY	\$13,245	\$0	\$9,271	\$0
6012 SICK PAY	\$14,802	\$2,084	\$19,038	\$1,041
6013 EMERGENCY PAY	\$597	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$3,380	\$1,940	\$1,310	\$1,450
6021 FICA-MED/SS	\$20,227	\$17,255	\$16,344	\$19,455
6022 TMRS-EMPLOYER	\$34,575	\$30,286	\$28,401	\$34,454
6025 WORKER COMPENSATION INSURANCE	\$1,213	\$993	\$894	\$1,597
6026 UNEMPLOYMENT TAXES	\$1,251	\$0	\$0	\$0
PERSONNEL SERVICES	\$327,780	\$274,081	\$265,548	\$381,276
6101 OFFICE AND COMPUTER SUPPLIES	\$1,803	\$1,500	\$1,500	\$2,050
6102 EDUCATIONAL SUPPLIES	\$733	\$800	\$1,100	\$1,100
6105 FOOD SUPPLIES	\$0	\$0	\$27	\$0
6107 CLOTHING AND UNIFORMS	\$1,455	\$700	\$1,402	\$2,500
6108 FUEL, OIL AND LUBRICANTS	\$5,828	\$4,000	\$4,000	\$10,000
6109 POSTAGE	\$0	\$0	\$0	\$3,500
6119 OTHER SUPPLIES	\$425	\$500	\$1,600	\$1,500
SUPPLIES	\$10,245	\$7,500	\$9,629	\$20,650
6205 VEHICLE MAINTENANCE	\$1,060	\$4,000	\$1,500	\$10,000
REPAIRS AND MAINTENANCE	\$1,060	\$4,000	\$1,500	\$10,000

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT GENERAL-PERMITS/INSPCTNS.	DIVISION 100-112 GENERAL- PERMITS/INSPCTNS.
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6302 PROFESSIONAL SERVICES-ENGINEER	\$291	\$0	\$0	\$0
6304 PROFESSIONAL SERVICES, OTHER	\$7,042	\$22,000	\$124,000	\$114,000
6312 COMMUNICATION SERVICES	\$3,211	\$4,000	\$3,300	\$6,368
6332 TRAVEL AND MEALS	\$4,296	\$10,000	\$5,300	\$12,100
6333 DUES AND SUBSCRIPTIONS	\$1,145	\$1,500	\$1,500	\$1,750
6337 TRAINING	\$2,055	\$7,000	\$3,000	\$7,600
6362 PERMITS AND LICENSES	\$0	\$750	\$1,000	\$1,600
SERVICES AND CHARGES	\$18,040	\$45,250	\$138,100	\$143,418
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$25,723	\$25,723	\$0
TRANSFERS	\$0	\$25,723	\$25,723	\$0
TOTAL GENERAL-PERMITS/INSPCTNS.	\$357,125	\$356,554	\$440,500	\$555,344

Mayor and Council

Department Mission

The mission of the Mayor and City Council of the City of Tomball is to establish the goals and objectives of the City in order to provide the highest level of service to all customers, citizens, visitors, and staff with professionalism and efficiency.

Serving as a City Councilmember is one of the most demanding—and rewarding—tasks that a citizen can perform. City government is the voice of the community and, as leaders of Tomball, the Mayor and City Council are responsible for policy-making decisions that have a substantial impact on the daily lives of Tomball citizens.

As the governing body of Tomball, the City Council establishes the City's annual program of service by adopting the budget and exercises regulatory power by adopting rules, regulations, laws and formal policies. The Council identifies the needs of the City and its citizens and provides direction to the City Manager and City staff to meet those needs while considering and maximizing the available resources.

Information regarding current and past meetings and actions is provided through continual updating of the City's website, located at www.tomballtx.gov.

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - GENERAL FUND

113 - MAYOR AND COUNCIL

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 30,510	\$ 28,415	\$ 26,038	\$ 27,698	\$ 33,004	\$ 29,617	\$ 33,019
Supplies	7,846	6,514	13,782	7,911	10,900	10,125	27,640
Maintenance	-	-	-	-	-	-	-
Services and charges	14,185	10,177	14,531	19,495	52,100	43,920	55,850
Total Operating Expenditures	\$ 52,541	\$ 45,106	\$ 54,351	\$ 55,104	\$ 96,004	\$ 83,662	\$ 116,509
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 52,541	\$ 45,106	\$ 54,351	\$ 55,104	\$ 96,004	\$ 83,662	\$ 116,509

Supplemental Programs	Total
Replace guest seating in Council chambers and portraits	\$ 15,490
Replace dais seating in Council chambers	\$ 5,000

Staffing	Name	Elected	Term
Mayor	Gretchen Fagen	May 2007, Re-elected 2013	Third Term
Mayor Pro-Tem Council Position 1	F.S. "Field" Hudgens	May 2011	Second Term
Council, Position 2	Mark Stoll	June 2009	Third Term
Council, Position 3	Chad Degges	May 2014	First Term
Council, Position 4	Derek Townsend Sr	May 2009	Third Term
Council, Position 5	Lori Klein Quinn	May 2014	First Term

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	MAYOR AND COUNCIL	100-113 MAYOR AND COUNCIL
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6004 WAGES- PART TIME	\$25,260	\$30,600	\$27,400	\$30,600
6021 FICA- MED/ SS	\$1,932	\$2,341	\$2,096	\$2,341
6025 WORKER COMPENSATION INSURANCE	\$48	\$63	\$46	\$78
6026 UNEMPLOYMENT TAXES	\$457	\$0	\$75	\$0
PERSONNEL SERVICES	\$27,698	\$33,004	\$29,617	\$33,019
6101 OFFICE & COMPUTER SUPPLIES	\$0	\$150	\$25	\$150
6105 FOOD SUPPLIES	\$739	\$1,750	\$1,600	\$1,750
6119 OTHER SUPPLIES	\$7,171	\$9,000	\$8,500	\$9,000
6130 FURNITURE<\$20,000	\$0	\$0	\$0	\$16,740
SUPPLIES	\$7,911	\$10,900	\$10,125	\$27,640
6304 PROFESSIONAL SERVICES- OTHER	\$6,776	\$25,000	\$25,000	\$28,750
6329 OTHER SERVICES	\$0	\$100	\$50	\$100
6332 TRAVEL AND MEALS	\$1,019	\$7,000	\$3,000	\$7,000
6333 DUES AND SUBSCRIPTIONS	\$3,296	\$5,000	\$4,895	\$5,000
6337 TRAINING	\$240	\$3,000	\$1,000	\$3,000
6398 BANQUETS, DEDICATION, RECEP	\$8,164	\$12,000	\$9,975	\$12,000
SERVICES AND CHARGES	\$19,495	\$52,100	\$43,920	\$55,850
TOTAL MAYOR AND COUNCIL	\$55,104	\$96,004	\$83,662	\$116,509

City Secretary's Office

Department Mission

To provide quality services and information to the citizens, City Council, and City Staff in a courteous, equitable, and service-oriented manner, to enhance the public's participation in Tomball's government process by providing a welcoming environment to citizens and visitors, and to maintain official City records for historical preservation. Responsibilities include coordinating City Council meetings, maintaining and preserving records of actions taken by Council, and coordinating Council's appointment process for City Boards, Commissions and Committees.

Professor William Bennett Munro, eminent political scientist, wrote: *"No other office in municipal service has so many contracts. It serves the mayor, the city council, the city manager (when there is one), and all administrative departments without exception. All of them call upon it, almost daily, for some service or information. Its work is not spectacular, but it demands versatility, alertness, accuracy, and no end of patience. The public does not realize how many loose ends of city administration this office pulls together"* (1934).

Program Narrative

Accomplishments for FY 2014-15

- 495 public information requests received, a 29% increase from 383 requests in 2013-14; 85% of requests completed in ten business days or less.
- Delivered Council agenda packets at least three days in advance and prepared minutes within five days of each meeting.
- Issued birth certificates within 15 minutes and death certificates within 24 hours 97% of the time.
- Received the 2014 Exemplary Five Star Award Winner – Vital Statistics – 4th Year
- Completed successful Local Option Election.
- Completed Supplement to the City's Code of Ordinances through June 2015.

Goals and Objectives for FY 2015-2016

- Provide information in a timely and efficient manner and in accordance with state and federal laws.
- Continue processing City records for electronic preservation for electronic search, access, and retrieval by department users. Current permanent records are processed on an ongoing basis; historical records as time and workloads permit.
- Provide information to Mayor and Council, City staff, and citizens via the City's website, through electronic transmissions, and NovusAgenda.

- Facilitate execution/delivery of documents following Council actions and state and federal law changes.
- Maintain Mayor, Council and City Secretary website information.
- 80% of information requests completed within five business days, 86% within ten business days
- Deliver Council agendas at least three days in advance.
- Prepare Council minutes within five days.
- Send notification of annexations to appropriate agencies within 30 days.
- Post adopted ordinances to City website/MuniCode; publish in official newspaper within 7 days of passage.
- Issue Liquor/Wrecker/Taxi/Vendor Permits within 48 hours of application approval or Council action.
- Issue birth certificates within 15 minutes and death certificates within 24 hours 98% of the time.
- Conduct 2015 General Election
- Complete Supplement to the City's Code of Ordinances through December 2015.

Major Budget Items

- Advertising Cost (\$18,000)
- Election Services (\$48,000)
- Code Update Services (\$12,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND

100 - GENERAL FUND

DEPARTMENT

114 - CITY SECRETARY

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 234,886	\$ 233,620	\$ 239,673	\$ 246,776	\$ 270,206	\$ 270,201	\$ 279,708
Supplies	8,474	8,263	13,336	15,652	17,100	16,265	18,300
Maintenance	505	350	237	390	600	200	600
Services and charges	52,440	33,549	24,447	95,823	103,378	56,683	111,028
Total Operating Expenditures	\$ 296,305	\$ 275,782	\$ 277,693	\$ 358,641	\$ 391,284	\$ 343,349	\$ 409,636
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 296,305	\$ 275,782	\$ 277,693	\$ 358,641	\$ 391,284	\$ 343,349	\$ 409,636

Supplemental Programs	Total
None	

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
City Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
VOE Student	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Total	4.50						

FUND	CITY OF TOMBALL	DEPARTMENT	DIVISION
GENERAL FUND	CITY SECRETARY	CITY SECRETARY	100-114 CITY SECRETARY
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$76,227	\$91,333	\$85,519	\$94,073
6003 WAGES-FULL TIME	\$94,805	\$123,781	\$115,897	\$127,500
6005 WAGES-OVERTIME	\$3,563	\$3,500	\$3,300	\$3,605
6009 WAGES-OTHER	\$9,355	\$0	\$5,437	\$0
6011 VACATION PAY	\$13,418	\$0	\$6,614	\$0
6012 SICK PAY	\$4,511	\$1,914	\$3,572	\$2,313
6013 EMERGENCY PAY	\$425	\$0	\$93	\$0
6019 MISCELLANEOUS PAY	\$1,855	\$2,105	\$2,105	\$2,345
6021 FICA-S.S. & MEDICARE TAXES	\$15,138	\$17,090	\$16,924	\$17,781
6022 TMRS-EMPLOYER	\$26,199	\$29,997	\$30,327	\$31,488
6025 WORKER COMPENSATION INS.	\$447	\$486	\$413	\$603
6026 STATE UNEMPLOYMENT TAXES	\$833	\$0	\$0	\$0
PERSONNEL SERVICES	\$246,776	\$270,206	\$270,201	\$279,708
6101 OFFICE & COMPUTER SUPPLIES	\$12,571	\$13,000	\$12,875	\$14,000
6102 EDUCATIONAL SUPPLIES	\$591	\$1,200	\$875	\$1,200
6104 JANITORIAL & CLEANING SUPPLY	\$288	\$400	\$365	\$500
6105 FOOD SUPPLIES	\$608	\$700	\$675	\$700
6109 POSTAGE	\$862	\$1,200	\$775	\$1,200
6119 OTHER SUPPLIES	\$732	\$600	\$700	\$700
SUPPLIES	\$15,652	\$17,100	\$16,265	\$18,300
6201 OFFICE EQUIPMENT MAINT.	\$390	\$600	\$200	\$600
REPAIRS AND MAINTENANCE	\$390	\$600	\$200	\$600

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	CITY SECRETARY	100-114 CITY SECRETARY
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROF.SERV.-OTHER	\$12,926	\$9,500	\$9,000	\$18,000
6312 COMMUNICATION SERVICES	\$768	\$768	\$768	\$768
6316 PRINTING AND BINDING	\$60	\$100	\$90	\$100
6329 OTHER SERVICES	\$705	\$1,200	\$1,150	\$1,200
6332 TRAVEL AND MEALS	\$7,529	\$10,060	\$8,950	\$10,960
6333 DUES AND SUBSCRIPTIONS	\$1,263	\$2,800	\$2,475	\$3,000
6335 ADVERTISING COST	\$7,537	\$18,000	\$14,750	\$18,000
6337 TRAINING	\$2,746	\$5,300	\$5,000	\$6,000
6348 PROPERTY ACQUISITION COSTS	\$0	\$5,000	\$4,500	\$5,000
6371 ELECTION SERVICES	\$62,290	\$50,650	\$10,000	\$48,000
SERVICES AND CHARGES	\$95,823	\$103,378	\$56,683	\$111,028
TOTAL CITY SECRETARY	\$358,640	\$391,284	\$343,349	\$409,636

Human Resources

Department Mission

To further enhance The City of Tomball's effectiveness and capability to provide excellent customer service (internal and external) by:

- Recruiting, Developing, and Retaining a knowledgeable citizen focused work force;
- Contributing to mission accomplishments through constructive performance and conduct employee, supervisory/ management training and development;
- Serving employees and other citizens' needs through Collaboration, Pro-Action, Partnership, and Innovation.

Accomplishments for FY 2015

- Planned, coordinated and hosted retirement seminars utilizing TMRS and ICMA-RC to provide an opportunity for our employees to visit with professionals to address their needs.
- Set up health screenings for all employees to test glucose and cholesterol numbers as well as provide information on overall health.
- Provide flu shots for all employees to ensure good health.
- Hosted insurance seminars for all employees.
- Planned, promoted, and hosted our Employee Appreciation days to honor all the hard work by the City of Tomball employees.
- Continued a computer based online training program for mandatory training of all employees.
- Planned, coordinated and hosted the 2nd annual Sherine's Stride for Breast Cancer Awareness 5K run/walk. The goal was to spread the message to the community of what resources are available in our town to aid in breast cancer prevention and treatment. It was also an opportunity to honor another member of the City family who lost her battle and all the brave warriors who are/were affected by this disease.
- Completed a modification of all job descriptions to ensure the most accurate information related to job duties and ADA requirements.
- Completed a comprehensive salary survey utilizing data from 11 similar cities to maintain a fair, equitable and competitive salary range structure.
- Continued to voluntarily utilize E-verify to check social security numbers for all new hires.
- Coordinated and hosted the annual Holiday Appreciation Lunch.
- Hosted various employee appreciation events (ice cream socials, sno-cones, lunches, breakfasts, etc.) throughout the year.
- Assisted departments in recruiting efforts.

Goals and Objectives for FY 2016

- Coordinate comprehensive medical screenings for all employees to ensure overall health.
- Provide flu shots for all employees to ensure good health.
- Continue hosting employee events to show our appreciation for their efforts.
- Host a financials seminar for employees to include TMRS, ICMA and Social Security.
- List job postings on the same day they become available at least 95% of the time to ensure a timely recruitment process.
- Plan, coordinate and host the 3rd annual Sherine's Stride for Breast Cancer Awareness 5K run/walk. The goal is to spread the message to the community of what resources are available in our town to aid in breast cancer prevention and treatment. It is also an opportunity to honor all the brave warriors who are/were affected by this disease.
- Coordinate with Covia Health to bring a mammogram suite to the City so that employees and citizens have a close accessible source to obtain their yearly screenings with a minimum of travel time.
- Complete a comprehensive salary survey utilizing data from 11 similar cities to maintain a fair, equitable and competitive salary range structure.
- Complete a comprehensive study of special pays throughout the City to better reward the accomplishments of our employees.
- To ensure the employees have the skills, knowledge, and abilities to perform their job efficiently, effectively and ethically for the city's citizens. This includes training, development, and education to promote individual success and increase overall value to The City of Tomball.
- Retention of valuable employees.
- Expand our efforts to ensure recruitment of the most qualified individuals.
- To create a performance appraisal atmosphere where supervisors and employees work together to set goals for future performance and employee career plans.
- Coordinate wellness testing and flu shots.
- Complete the modification of all job descriptions to ensure the most accurate information related to job duties and ADA requirements.
- Provide and promote a safe and healthful working environment.

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - GENERAL FUND

115 - HUMAN RESOURCES

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 179,967	\$ 211,003	\$ 244,757	\$ 271,881	\$ 452,999	\$ 380,927	\$ 402,050
Supplies	14,636	16,951	15,797	19,293	18,550	18,150	19,050
Maintenance	-	-	-	40	2,000	500	1,500
Services and charges	64,820	65,704	57,036	48,959	107,732	88,732	91,232
Total Operating Expenditures	\$ 259,423	\$ 293,658	\$ 317,590	\$ 340,173	\$ 581,281	\$ 488,309	\$ 513,832
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 259,423	\$ 293,658	\$ 317,590	\$ 340,173	\$ 581,281	\$ 488,309	\$ 513,832

Supplemental Programs	Total
None	

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
HR Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
HR. Generalist	1.00	1.00	1.50	2.00	2.00	2.00	2.00
Total	2.00	2.00	2.50	3.00	3.00	3.00	3.00

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	HUMAN RESOURCES	100-115 HUMAN RESOURCES
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$92,325	\$107,786	\$101,350	\$111,019
6003 WAGES-FULL TIME	\$88,690	\$105,248	\$99,466	\$94,051
6004 WAGES-PART TIME	\$19,300	\$0	\$27,000	\$0
6005 WAGES-OVERTIME	\$1,262	\$5,000	\$5,988	\$5,150
6009 WAGES-OTHER	\$9,727	\$0	\$5,508	\$0
6011 VACATION PAY	\$11,595	\$0	\$10,107	\$0
6012 SICK PAY	\$2,889	\$3,277	\$16,779	\$1,707
6013 EMERGENCY PAY	\$402	\$0	\$0	\$0
6014 RETIREMENT PAYOUTS	\$0	\$142,715	\$50,000	\$100,000
6019 MISCELLANEOUS PAY	\$1,340	\$31,520	\$1,520	\$31,990
6021 FICA-S.S. & MEDICARE TAXES	\$16,476	\$17,105	\$20,160	\$18,590
6022 TMRS-EMPLOYER	\$26,572	\$30,024	\$32,774	\$29,153
6025 WORKER COMPENSATION INS.	\$298	\$324	\$275	\$390
6026 STATE UNEMPLOYMENT TAXES	\$1,005	\$10,000	\$10,000	\$10,000
PERSONNEL SERVICES	\$271,881	\$452,999	\$380,927	\$402,050
6101 OFFICE & COMPUTER SUPPLIES	\$5,862	\$6,000	\$6,000	\$6,000
6102 EDUCATIONAL SUPPLIES	\$829	\$1,500	\$1,500	\$1,500
6105 FOOD SUPPLIES	\$2,536	\$2,500	\$2,500	\$2,500
6107 CLOTHING AND UNIFORMS	\$257	\$300	\$300	\$300
6108 FUEL, OIL AND LUBRICANTS	\$48	\$1,000	\$100	\$500
6109 POSTAGE	\$236	\$250	\$250	\$250
6119 OTHER SUPPLIES	\$6,617	\$7,000	\$7,500	\$8,000
6130 FURNITURE<\$20,000	\$2,910	\$0	\$0	\$0
SUPPLIES	\$19,293	\$18,550	\$18,150	\$19,050
6205 VEHICLE MAINTENANCE	\$40	\$2,000	\$500	\$1,500
REPAIRS AND MAINTENANCE	\$40	\$2,000	\$500	\$1,500

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	HUMAN RESOURCES	100-115 HUMAN RESOURCES
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROF.SERV.-OTHER	\$11,000	\$5,000	\$15,000	\$5,000
6312 COMMUNICATION SERVICES	\$768	\$768	\$768	\$768
6329 OTHER SERVICES	\$16,588	\$58,000	\$30,000	\$40,000
6332 TRAVEL AND MEALS	\$774	\$5,800	\$4,800	\$5,800
6333 DUES AND SUBSCRIPTIONS	\$1,204	\$1,714	\$1,714	\$1,714
6335 ADVERTISING COST	\$3,666	\$3,000	\$3,000	\$3,500
6337 TRAINING	\$5,975	\$23,950	\$23,950	\$23,950
6398 BANQUETS, DEDICATION, RECEP	\$8,986	\$9,500	\$9,500	\$10,500
SERVICES AND CHARGES	\$48,959	\$107,732	\$88,732	\$91,232
TOTAL HUMAN RESOURCES	\$340,174	\$581,281	\$488,309	\$513,832

Finance

Department Mission

To maintain the financial records of the City in a manner that, at all times, presents fairly, in all material respects, the financial position of the governmental activities, the business-type activities, the component unit, and all major funds; to safeguard City assets, and to provide a high level of service to our customers both internal and external.

Accomplishments for FY 2015

- The City of Tomball was awarded the Distinguished Budget Presentation award for the seventh consecutive year.
- Received the Certificate of Achievement for excellence in Financial Reporting for the 9/30/2014 Comprehensive Annual Financial Report. This was the 25th consecutive year that the City has received this award,
- Received the Transparency Award from the Texas State Comptroller's office for the fourth consecutive year. This was the second year to receive the Platinum award.
- Monthly internal (unaudited) financials were published in a timely manner.

Goals and Objectives for FY 2016

- Continue to provide other departments with accurate and timely reports.
- Continue to prepare and distribute vendor checks in a timely and accurate manner each week.
- Minimize account coding errors on invoices through education and guidance.
- Complete a series of internal audits on areas with a potential risk of lost revenues, including the adoption of a policy to prevent the occurrence of fraudulent vendors.
- Adoption of a formal Fraud and Ethics Policy by City Council
- Continue to improve the level of customer service provided to both internal and external customers.
- Deliver an approved Purchase Order to the vendor within 2 days of receiving a completed requisition 90% of the time.
- Provide monthly financial statements and useful and accurate capital project reports to departments in a timely manner. Mail accounts payable checks out each Thursday 100% of the time.
- Continue the internal audit process for procurement cards; fuel usage; inventories; issue compliance reports to Administration.

Major Budget Items:

- Audit Costs (\$65,000)
- Bank Service Charges (\$25,000)
- Credit Card Processing Fees (\$81,000)
- Harris County Appraisal District (\$45,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND

100 - GENERAL FUND

DEPARTMENT

116 - FINANCE

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budgeted
Personnel services	\$ 344,628	\$ 348,785	\$ 342,116	\$ 338,616	\$ 363,884	\$ 359,807	\$ 377,044
Supplies	3,972	3,125	2,616	4,325	4,250	5,060	5,200
Maintenance	310	607	350	345	350	350	350
Services and charges	167,762	171,386	200,752	220,064	243,483	237,666	271,683
Total Operating Expenditures	\$ 516,672	\$ 523,903	\$ 545,834	\$ 563,350	\$ 611,967	\$ 602,883	\$ 654,277
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 516,672	\$ 523,903	\$ 545,834	\$ 563,350	\$ 611,967	\$ 602,883	\$ 654,277

Supplemental Programs	Total
Consultant for Banking Services RFP	\$ 25,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Accounts Payable Clerk	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Accounting Assistant	0.00	0.00	0.00	0.00	0.00	2.00	2.00
Total	5.00						

FUND	CITY OF TOMBALL		DIVISION
GENERAL FUND	DEPARTMENT		100-116 FINANCE
	FINANCE		
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$190,004	\$218,837	\$203,076	\$225,402
6003 WAGES-FULL TIME	\$57,223	\$76,877	\$67,680	\$79,183
6005 WAGES-OVERTIME	\$975	\$1,500	\$3,000	\$1,545
6009 WAGES-OTHER	\$12,287	\$0	\$7,799	\$0
6011 VACATION PAY	\$8,727	\$0	\$8,881	\$0
6012 SICK PAY	\$9,615	\$1,694	\$5,021	\$2,667
6013 EMERGENCY PAY	\$431	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$720	\$1,050	\$1,050	\$1,350
6021 FICA-S.S. & MEDICARE TAXES	\$21,292	\$23,006	\$22,566	\$23,901
6022 TMRS-EMPLOYER	\$35,788	\$40,380	\$40,276	\$42,326
6025 WORKER COMPENSATION INS.	\$496	\$540	\$458	\$670
6026 STATE UNEMPLOYMENT TAXES	\$1,059	\$0	\$0	\$0
PERSONNEL SERVICES	\$338,616	\$363,884	\$359,807	\$377,044
6101 OFFICE & COMPUTER SUPPLIES	\$3,884	\$3,500	\$4,000	\$4,000
6102 EDUCATIONAL SUPPLIES	\$29	\$500	\$400	\$500
6105 FOOD SUPPLIES	\$112	\$150	\$150	\$150
6107 CLOTHING AND UNIFORMS	\$0	\$0	\$210	\$250
6109 POSTAGE	\$201	\$100	\$300	\$300
6119 OTHER SUPPLIES	\$99	\$0	\$0	\$0
SUPPLIES	\$4,325	\$4,250	\$5,060	\$5,200
6204 OTHER EQUIPMENT MAINTENANCE	\$345	\$350	\$350	\$350
REPAIRS AND MAINTENANCE	\$345	\$350	\$350	\$350

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	FINANCE	100-116 FINANCE
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6301 PROF.SERV.-AUDIT & ACCTNG.	\$70,530	\$67,765	\$65,765	\$70,765
6304 PROF.SERV.-OTHER	\$8,881	\$10,000	\$10,000	\$35,000
6312 COMMUNICATION SERVICES	\$768	\$768	\$1,468	\$1,368
6316 PRINTING AND BINDING	\$2,975	\$1,500	\$1,000	\$2,000
6317 APPRAISAL SERVICES	\$38,214	\$55,000	\$42,083	\$45,000
6329 OTHER SERVICES	\$85	\$2,000	\$2,000	\$2,000
6332 TRAVEL AND MEALS	\$2,445	\$3,700	\$3,700	\$3,700
6333 DUES AND SUBSCRIPTIONS	\$1,841	\$2,000	\$2,150	\$2,150
6335 ADVERTISING COST	\$1,301	\$750	\$1,000	\$1,200
6337 TRAINING	\$1,860	\$5,000	\$2,500	\$2,500
6397 CREDIT CARD PROCESSING FEE	\$70,870	\$75,000	\$81,000	\$81,000
6399 SERVICE CHARGES	\$20,294	\$20,000	\$25,000	\$25,000
SERVICES AND CHARGES	\$220,064	\$243,483	\$237,666	\$271,683
TOTAL FINANCE	\$563,350	\$611,967	\$602,883	\$654,277

Information Systems

DEPARTMENT MISSION

To oversee and coordinate new and existing technology resources that will ensure reliability, availability, serviceability, and security in a timely manner to allow the other city departments to effectively accomplish their missions in accordance with the City's missions and goals and within our allotted budget.

Accomplishments for FY 2015

- Setup of new Fax Server
- Replace network switches with 1GB capable devices to increase network performance and prepare for phone system
- Upgrade our Fire House records management system
- Built documentation for servers and IT processes
- Clean and organize IT server rooms to make an organized environment to run our City electronics in
- Work with Geographical Information Systems (GIS) contractor to add in as built construction documentation into the City GIS system
- Assist with the implementation of new IP radio system for Police and Fire departments
- Installed and setup new AD-Que system for Public Works department
- Setup offsite backups
- Implement advanced authentication for the 2 motorcycle MDT's to maintain CJIS accreditation
- Work with Texas DPS to complete CJIS audit

Goals and Objectives for FY 2016

- Upgrade our current virtual server environment to provide more capacity for our growing need of servers
- Use our new GPS equipment to mark City assets such as water lines and gas lines with more detail in our Geographical Information System
- Continue to improve the Police Departments Intranet site by working with programmers to upgrade and redesign the site to utilize new features.
- Proactively assist departments with IT related budget planning.
- Evaluate and implement required training certifications for IT staff
- Setup proactive monitors for more IT infrastructure systems

Major Budget Items

- Computer Software Service (\$247,323)
- Communication Services (\$62,420)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - GENERAL FUND

117 - INFORMATION SYSTEMS

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budgeted
Personnel services	\$ 966	\$ 100,262	\$ 224,957	\$ 236,812	\$ 247,935	\$ 248,931	\$ 256,156
Supplies	27,842	58,630	103,956	56,264	32,000	32,542	68,800
Maintenance	1,220	29,932	4,778	6,871	8,700	6,200	8,700
Services and charges	222,453	156,563	328,722	246,367	363,307	350,200	381,443
Total Operating Expenditures	\$ 252,481	\$ 345,387	\$ 662,413	\$ 546,314	\$ 651,942	\$ 637,873	\$ 715,099
Capital Outlay	-	-	-	90,518	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 252,481	\$ 345,387	\$ 662,413	\$ 636,832	\$ 651,942	\$ 637,873	\$ 715,099

Supplemental Programs	Total
Fire Department Hardware Equipment	\$ 12,050
Fire Department MDT	\$ 6,000
Fire Department Monitors	\$ 2,700
Employee Time Clocks	\$ 16,000
Community Center - Room A	\$ 5,000
Community Center - Room B	\$ 8,000
Software Licensing	\$ 14,000
Police Department CAD Upgrade	\$ 8,800

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
IT Director	0.00	0.00	1.00	1.00	1.00	1.00	1.00
IT Support Tech, Senior	0.00	0.00	0.00	0.00	0.00	1.00	1.00
IT Specialists	0.00	0.00	0.00	1.00	1.00	1.00	1.00
GIS Technician	0.00	0.00	0.00	1.00	1.00	0.00	0.00
Total	0.00	0.00	1.00	3.00	3.00	3.00	3.00

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT INFORMATION SYSTEMS	DIVISION 100-117 INFORMATION SYSTEMS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES- ADMINISTRATIVE	\$171,241	\$197,662	\$188,465	\$203,592
6003 WAGES- FULL TIME	\$636	\$0	\$0	\$0
6005 WAGES-OVERTIME	\$126	\$0	\$0	\$0
6009 WAGES- OTHER	\$8,251	\$0	\$4,590	\$0
6011 VACATION PAY	\$9,881	\$0	\$5,220	\$0
6012 SICK PAY	\$2,326	\$3,041	\$3,095	\$3,132
6019 MISCELLANEOUS PAY	\$895	\$1,075	\$1,075	\$1,255
6021 FICA-S.S. & MEDICARE TAXES	\$15,559	\$16,391	\$16,398	\$16,941
6022 TMRS-EMPLOYER	\$26,241	\$28,770	\$29,094	\$30,001
6025 WORKER COMPENSATION INS.	\$1,036	\$996	\$994	\$1,235
6026 STATE UNEMPLOYMENT TAXES	\$621	\$0	\$0	\$0
PERSONNEL SERVICES	\$236,812	\$247,935	\$248,931	\$256,156
6101 OFFICE & COMPUTER SUPPLIES	\$28,757	\$32,000	\$32,000	\$32,000
6103 COMPUTER EQUIPMENT <\$20,000	\$24,803	\$0	\$57	\$36,750
6107 CLOTHING AND UNIFORMS	\$0	\$0	\$455	\$0
6109 POSTAGE	\$23	\$0	\$30	\$50
6130 FURNITURE<\$20,000	\$2,682	\$0	\$0	\$0
SUPPLIES	\$56,264	\$32,000	\$32,542	\$68,800
6201 OFFICE EQUIPMENT MAINTENANCE	\$6,871	\$7,500	\$5,000	\$7,500
6202 COMPUTER EQUIPMENT MAINT	\$0	\$1,200	\$1,200	\$1,200
REPAIRS AND MAINTENANCE	\$6,871	\$8,700	\$6,200	\$8,700

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT INFORMATION SYSTEMS	DIVISION 100-117 INFORMATION SYSTEMS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROF.SERV.-OTHER	\$68,607	\$77,700	\$70,000	\$53,700
6312 COMMUNICATION SERVICES	\$78,377	\$54,000	\$54,000	\$62,420
6320 COMPUTER SOFTWARE SERV.	\$85,076	\$213,607	\$210,000	\$247,323
6332 TRAVEL AND MEALS	\$2,632	\$1,000	\$1,400	\$1,000
6333 DUES AND SUBSCRIPTIONS	\$1,412	\$1,400	\$1,200	\$1,400
6334 AUTOMOBILE ALLOWANCES	\$9,600	\$9,600	\$9,600	\$9,600
6337 TRAINING	\$662	\$6,000	\$4,000	\$6,000
SERVICES AND CHARGES	\$246,367	\$363,307	\$350,200	\$381,443
6402 COMPUTER & OFFICE EQU.>\$20K	\$90,518	\$0	\$0	\$0
CAPITAL OUTLAY	\$90,518	\$0	\$0	\$0
TOTAL INFORMATION SYSTEMS	\$636,832	\$651,942	\$637,873	\$715,099

Legal Department

Department Mission

The legal department provides counsel and advice to the Mayor, City Council, and all departments of the City of Tomball. The City Attorney represents the City in litigation and is responsible for drafting and preparing contracts, resolutions, and ordinances. The City Attorney attends City Council, Planning and Zoning Commission, Board of Adjustment, and other meetings as requested.

Accomplishments for FY 2015

- Provided the Mayor, City Council and the City of Tomball with accurate, knowledgeable legal advice on matters of concern.
- Represented the City in litigation and/or negotiations as requested.

Goals and Objectives for FY 2016

- Provide the Mayor, City Council and the City of Tomball with accurate, knowledgeable legal advice on matters of concern.
- Draft and prepare legal documents as the need arises.
- Represent the City in litigation and/or negotiations as requested.

Major Budget Items

- Olson & Olson, City's Attorney (\$142,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - GENERAL FUND

118 - LEGAL DEPARTMENT

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	1,303	362	-	393	2,000	-	-
Maintenance	-	-	-	-	-	-	-
Services and charges	140,451	223,992	166,197	146,275	140,000	139,795	142,000
Total Operating Expenditures	\$ 141,754	\$ 224,354	\$ 166,197	\$ 146,668	\$ 142,000	\$ 139,795	\$ 142,000
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 141,754	\$ 224,354	\$ 166,197	\$ 146,668	\$ 142,000	\$ 139,795	\$ 142,000

Supplemental Programs	Total						
None							

FUND	CITY OF TOMBALL		DIVISION
GENERAL FUND	DEPARTMENT		100-118 LEGAL
	LEGAL		
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6102 EDUCATIONAL SUPPLIES	\$393	\$2,000	\$0	\$0
SUPPLIES	\$393	\$2,000	\$0	\$0
6303 PROF.SERV.-LEGAL	\$146,275	\$140,000	\$139,750	\$142,000
6304 PROF.SERV.-OTHER	\$0	\$0	\$45	\$0
SERVICES AND CHARGES	\$146,275	\$140,000	\$139,795	\$142,000
TOTAL LEGAL	\$146,668	\$142,000	\$139,795	\$142,000

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
119 - NONDEPARTMENTAL

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	14,513	18,988	18,820	19,672	19,000	19,889	19,000
Maintenance	525	-	-	-	-	-	-
Services and charges	251,913	233,991	588,941	476,207	418,500	391,179	410,500
Total Operating Expenditures	\$ 266,951	\$ 252,979	\$ 607,761	\$ 495,879	\$ 437,500	\$ 411,068	\$ 429,500
Capital Outlay	-	326,112	147,227	1,675	-	186,260	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	1,846,468	1,463,198	1,535,709	1,811,750	1,915,536	1,715,536	1,842,403
Total Expenditures	\$ 2,113,419	\$ 2,042,289	\$ 2,290,697	\$ 2,309,304	\$ 2,353,036	\$ 2,312,864	\$ 2,271,903

This department consists of expenses incurred by multiple departments including copy charges and insurance

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	NON-DEPARTMENTAL	100-119 NON-DEPARTMENTAL
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6101 OFFICE & COMPUTER SUPPLIES	\$8,366	\$6,500	\$6,500	\$6,500
6108 FUEL, OIL AND LUBRICANTS	\$0	\$0	\$89	\$0
6109 POSTAGE	\$11,120	\$12,500	\$12,500	\$12,500
6119 OTHER SUPPLIES	\$186	\$0	\$800	\$0
SUPPLIES	\$19,672	\$19,000	\$19,889	\$19,000
6304 PROF.SERV.-OTHER	\$0	\$0	\$1,015	\$0
6329 OTHER SERVICES	\$40,168	\$41,000	\$28,773	\$26,000
6330 INSURANCE	\$209,086	\$235,000	\$235,000	\$235,000
6336 EQUIPMENT RENTALS	\$39,726	\$42,500	\$42,500	\$42,500
6346 ECONOMIC DEVELOPMENT AGREEMENT	\$187,227	\$100,000	\$83,891	\$107,000
SERVICES AND CHARGES	\$476,207	\$418,500	\$391,179	\$410,500
6406 LAND AND BUILDINGS	\$1,675	\$0	\$186,260	\$0
CAPITAL OUTLAY	\$1,675	\$0	\$186,260	\$0
6691 TRANSFER OUT	\$10,000	\$20,000	\$20,000	\$20,000
6692 TRANSFER TO EMP. BEN. TRUST	\$1,601,750	\$1,895,536	\$1,695,536	\$1,822,403
6998 TRANSFER TO FLEET REPLACEMENT	\$200,000	\$0	\$0	\$0
TRANSFERS	\$1,811,750	\$1,915,536	\$1,715,536	\$1,842,403
TOTAL NON-DEPARTMENTAL	\$2,309,304	\$2,353,036	\$2,312,864	\$2,271,903

Police Department

DEPARTMENT MISSION

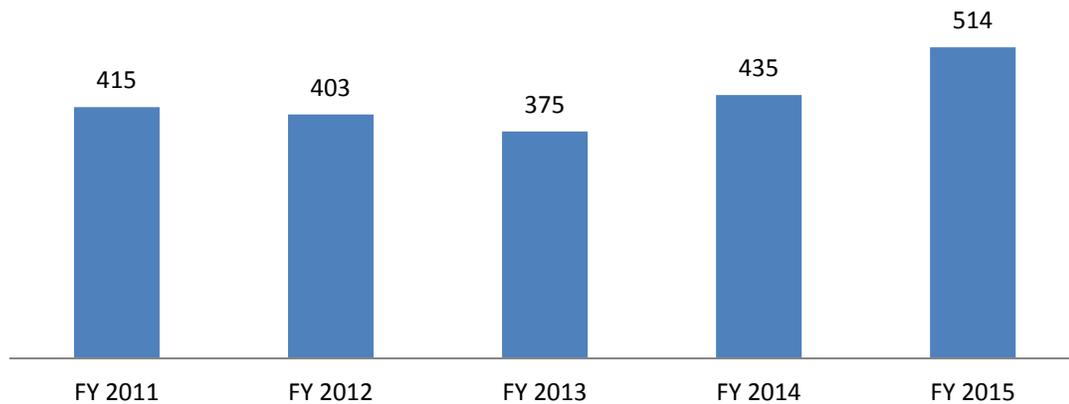
The mission of the Tomball Police Department (TPD) is to protect and serve the citizens of Tomball. As members of the TPD, we dedicate ourselves to provide fair, impartial and ethical police service to all members of the community, with the highest degree of integrity, professionalism and respect.

Accomplishments for FY 2015

- Crime Statistics
 - Violent Crime is down 20.5%
 - Property Crime is down 15.1%
 - Overall Crime is down 15.5%
- Overall Uniform Crime Report (UCR) clearance rate or “solve rate,” is 48 percent. This is nearly three times higher than the national average.
- Response time averaged 4:44 minutes for all calls for service. This is the average response time for all “calls for service.” This is an increase of 10 seconds.
- An updated Prisoner Transport Van was outfitted and deployed. This allows for the safe transportation of multiple prisoners. The van was equipped with a recording device to record the prisoner transports, as well as an intercom system to speak with the prisoners.
- Specialized training has been offered in a variety of areas including:
 - Quarterly firearms/tactics training
 - Leadership training for supervisors
 - Department-wide customer service training
 - Department-wide interpersonal communications training
 - Constitutional law training
 - Crime Scene Investigation training
 - Monthly training for Strategic Response Team members (tactical and crisis negotiators).
 - Student Resource Officer training
 - Canine Operations
- Increased patrol efforts by outfitting all new patrol units, as well as the Warrants Division with Automated License Plate Readers to assist in the clearance of local warrants, as well as the recovery of stolen vehicles nationwide.
- Traffic and pedestrian safety efforts during special community events have been enhanced through the enhancement of Bike Patrol within the department. Nine officers received their certification as Bike Patrol Officers.
- To assist with the resolution of citizen complaints, and to get a full perspective of actual occurrences, all sworn personnel have been equipped with body worn cameras.

- Enhanced specialized enforcement efforts in the areas such as vice and narcotics, through the utilization of target specific undercover/ sting operations. We partnered with state and local organizations by entering into an OCDETF(Organized Crime Drug Enforcement Task Force) agreement which continues to have favorable results.
- Air Support Unit continues to work in partnership with the US DOJ and the Harris County Sheriff's Office. There have been over 400 hours of mission flights which have significantly enhanced officer/community safety; provided assistance to incident commanders during major unusual occurrences; and aided in our national security efforts by flying numerous critical infrastructure missions over the City of Tomball, Northwest Harris County, and the Houston Ship Channel.
 - Assisted in an officer involved shooting / hostage situation on November 11, 2014. Both subjects were arrested.
 - Continuous monitoring of the progress of Michael Rd. and Harris County Toll Road that was constructed in Tomball.
 - Assisted in an Officer Involved shooting that occurred on June 09, 2015.

Motor Vehicle Colisions



Goals and Objectives for FY 2016

- Reduce violent crime by 5% and property crime by 10% through the effective deployment of resources, and the implementation of crime prevention initiatives, while ensuring that crime is not being under reported.

- Reduce the number of traffic collisions by 5% utilizing an approach that focuses on education, enforcement, and engineering.
- Implement cooperative investigative strategies to maintain UCR clearance rate at or above 50%.
- Successfully employ qualified sworn personnel to meet staffing needs and fulfill allotted staffing levels.
- Provide air support coverage of 400 flight hours as a means of enhancing officer and community safety.
- Reduce crime through the effective deployment of resources, and the implementation of crime prevention initiatives, while ensuring that crime is not being under reported.
- Reduce the number of traffic collisions by utilizing an approach that focuses on education, enforcement, and engineering.
- Implement cooperative investigative strategies to increase UCR clearance rate.

Major Budget Items

- Personnel Services (\$4,873,270)
- Fuel (\$156,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
121 - POLICE DEPARTMENT

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 3,774,823	\$ 4,069,269	\$ 4,113,471	\$ 4,147,606	\$ 4,657,928	\$ 4,648,982	\$ 4,873,270
Supplies	213,870	249,419	293,850	267,525	299,500	274,000	303,000
Maintenance	106,961	66,945	92,323	197,090	86,500	56,362	56,500
Services and charges	173,157	213,213	212,012	202,213	239,500	229,250	269,000
Total Operating Expenditures	\$ 4,268,811	\$ 4,598,846	\$ 4,711,656	\$ 4,814,434	\$ 5,283,428	\$ 5,208,594	\$ 5,501,770
Capital Outlay	-	332	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	75,000	90,000	268,700	248,718	248,718	-
Total Expenditures	\$ 4,268,811	\$ 4,674,178	\$ 4,801,656	\$ 5,083,134	\$ 5,532,146	\$ 5,457,312	\$ 5,501,770

Supplemental Programs	Total
Commercial Washer and Dryer for Jail	\$ 15,000
Accident Data Retrieval System	\$ 15,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Captain	2.00	3.00	3.00	3.00	3.00	3.00	3.00
Detective	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant	6.00	6.00	7.00	7.00	7.00	7.00	7.00
Corporal	1.00	1.00	4.00	4.00	4.00	4.00	4.00
Air Support Officer	0.00	0.00	0.00	0.00	0.00	0.00	2.00
Police Officer	28.00	28.00	24.00	24.00	24.00	27.00	25.00
Public Service Officer	2.00	2.00	36.00	3.00	3.00	3.00	3.00
IT Support Specialist	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Records Clerk	3.00	3.00	3.00	3.00	3.00	2.00	3.00
Dispatcher	9.00	9.00	10.00	10.00	10.50	9.50	9.50
Sr. Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Police Bailiff/Warrant Officer	0.00	0.00	2.00	2.00	2.00	0.00	0.00
Total	55.00	56.00	93.00	59.00	59.50	58.50	59.50

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-POLICE DEPARTMENT	100-121 GENERAL-POLICE DEPARTMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$321,336	\$394,826	\$347,770	\$397,811
6003 WAGES-FULL TIME	\$2,285,706	\$2,952,102	\$2,747,944	\$3,076,411
6004 WAGES-PART TIME	\$44,039	\$68,630	\$60,501	\$67,861
6005 WAGES-OVERTIME	\$330,061	\$324,731	\$377,706	\$364,449
6009 WAGES-OTHER	\$137,150	\$0	\$76,981	\$0
6011 VACATION PAY	\$173,739	\$0	\$83,123	\$0
6012 SICK PAY	\$70,235	\$30,170	\$64,111	\$32,301
6013 EMERGENCY PAY	\$2,115	\$0	\$471	\$0
6019 MISCELLANEOUS PAY	\$28,550	\$30,225	\$28,820	\$31,065
6021 FICA-MED/SS	\$251,264	\$291,895	\$286,712	\$302,582
6022 TMRS-EMPLOYER	\$427,763	\$503,253	\$511,994	\$526,654
6025 WORKER COMPENSATION INSURANCE	\$59,216	\$56,561	\$57,028	\$70,136
6026 UNEMPLOYMENT TAXES	\$12,432	\$0	\$286	\$0
6030 EMPLOYEE TUITION REIMBURSEMENT	\$4,000	\$5,535	\$5,535	\$4,000
PERSONNEL SERVICES	\$4,147,606	\$4,657,928	\$4,648,982	\$4,873,270
6101 OFFICE & COMPUTER SUPPLIES	\$17,206	\$21,000	\$21,000	\$19,000
6102 EDUCATIONAL SUPPLIES	\$0	\$2,000	\$2,000	\$2,000
6104 JANITORIAL SUPPLIES	\$593	\$500	\$500	\$500
6105 FOOD SUPPLIES	\$6,397	\$5,000	\$6,500	\$5,000
6106 MATERIALS AND PARTS	\$57,425	\$63,000	\$60,000	\$60,000
6107 CLOTHING AND UNIFORMS	\$33,555	\$47,000	\$47,000	\$47,000
6108 FUEL, OIL AND LUBRICANTS	\$145,008	\$156,000	\$130,000	\$156,000
6109 POSTAGE	\$1,432	\$2,000	\$2,000	\$2,000
6119 OTHER SUPPLIES	\$5,909	\$3,000	\$5,000	\$3,000
6130 FURNITURE <\$20,000	\$0	\$0	\$0	\$8,500
SUPPLIES	\$267,525	\$299,500	\$274,000	\$303,000
6201 OFFICE EQUIPMENT MAINTENANCE	\$141	\$1,500	\$1,000	\$1,500
6203 RADIO EQUIPMENT MAINTENANCE	\$144,429	\$30,000	\$0	\$0
6204 OTHER EQUIPMENT MAINTENANCE	\$8,559	\$20,000	\$20,000	\$20,000
6205 VEHICLE MAINTENANCE	\$43,111	\$35,000	\$35,000	\$35,000
6206 BUILDING MAINTENANCE	\$850	\$0	\$362	\$0
REPAIRS AND MAINTENANCE	\$197,090	\$86,500	\$56,362	\$56,500

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-POLICE DEPARTMENT	100-121 GENERAL-POLICE DEPARTMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROFESSIONAL SERVICES,OTHER	\$8,179	\$5,000	\$5,000	\$5,000
6312 COMMUNICATION SERVICES	\$32,511	\$35,000	\$35,000	\$35,000
6316 PRINTING AND BINDING	\$1,160	\$3,000	\$3,000	\$3,000
6318 ANIMAL CONTROL-HARRIS COUNTY	\$24,000	\$30,000	\$24,000	\$30,000
6320 SOFTWARE SERVICE	\$69,019	\$75,000	\$75,000	\$90,000
6324 JAIL SERVICE EXPENSE	\$8,685	\$10,000	\$10,000	\$25,000
6325 BUY MONEY	\$4,000	\$4,000	\$0	\$4,000
6328 BIKE PATROL	\$0	\$3,000	\$3,000	\$3,000
6329 OTHER SERVICES	\$725	\$2,000	\$2,500	\$2,500
6332 TRAVEL AND MEALS	\$18,798	\$22,000	\$22,000	\$22,000
6333 DUES AND SUBSCRIPTIONS	\$5,192	\$6,500	\$6,500	\$6,500
6335 ADVERTISING COST	\$135	\$1,000	\$550	\$1,000
6336 EQUIPMENT RENTALS	\$466	\$1,000	\$700	\$0
6337 TRAINING	\$29,344	\$42,000	\$42,000	\$42,000
SERVICES AND CHARGES	\$202,213	\$239,500	\$229,250	\$269,000
6998 TRANSFER TO FLEET REPLACEMENT	\$268,700	\$248,718	\$248,718	\$0
TRANSFERS	\$268,700	\$248,718	\$248,718	\$0
TOTAL GENERAL-POLICE DEPARTMENT	\$5,083,135	\$5,532,146	\$5,457,312	\$5,501,770

Municipal Court

DEPARTMENT MISSION

The primary function of the Tomball Municipal Court is to provide a fair, impartial and timely adjudication of all Class 'C' criminal charges filed by the Police Department, Fire Marshals, and Code Enforcement Officers. These include charges filed under the Texas Transportation Code, Penal Code, Alcoholic Beverage Code, Health and Safety Code, Education Code, and Tomball Code of Ordinances.

Accomplishments for FY 2015

- The Tomball Municipal Court has completed all mandatory educational hours by its entire court staff (clerks, judges, and prosecutor).
- The Tomball Municipal Court has maintained a current Jury Trial Calendar, ensuring no backlog in regards to Jury Trial Request.
- The Tomball Municipal Court implemented numerous Show-Cause Hearing Dockets in order to improve collection of payment plans.
- Implemented PaperLight System (TYLER INCODE) in order to streamline courtroom procedures; Open cases have been scanned (scanned red(a)-green(i)) and newly filed cases are scanned daily.
- Three (3) Court Clerks have achieved Level 1 Certification through the Texas Court Clerk Certification Program.

Goals and Objectives for FY 2016

- Continue to mainstream Surety Bond Forfeiture Program
- Continue training for court personnel through TMCEC and TCIC/NCIC.
- Develop and provide additional online forms to allow more options for the disposition of cases.
- Continue to effectively manage court dates in order to maintain the flow of all new and old cases.
- Continue to emphasize training for clerks in juvenile case management and maintaining their respective certifications.

Major Budget Items

- Professional Services, Legal (\$80,000)

CITY OF TOMBALL	
2015-2016 ADOPTED BUDGET SUMMARY	
FUND	DEPARTMENT
100 - GENERAL FUND	122 - MUNICIPAL COURT

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 302,338	\$ 214,592	\$ 224,419	\$ 220,655	\$ 259,742	\$ 259,071	\$ 278,313
Supplies	13,464	10,227	9,280	7,855	6,600	6,600	6,600
Maintenance	-	-	-	-	-	-	-
Services and charges	61,900	73,873	62,871	78,829	95,175	84,937	98,432
Total Operating Expenditures	\$ 377,702	\$ 298,692	\$ 296,570	\$ 307,339	\$ 361,517	\$ 350,608	\$ 383,345
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 377,702	\$ 298,692	\$ 296,570	\$ 307,339	\$ 361,517	\$ 350,608	\$ 383,345

Supplemental Programs	Total
None	

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Court Administrator	0.00	0.00	0.00	0.00	0.00	1.00	1.00
Senior Court Clerk	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Assistant Court Clerk	1.00	1.00	2.00	2.00	2.00	2.00	3.00
Police Bailiff/Warrant Officer	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Municipal Judge	1.00	1.00	0.50	0.50	0.50	0.50	0.50
Total	5.00	5.00	4.50	4.50	4.50	4.50	4.50

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-MUNICIPAL COURT	100-122 GENERAL-MUNICIPAL COURT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$47,322	\$60,424	\$57,371	\$62,242
6003 WAGES-FULL TIME	\$82,465	\$114,483	\$103,719	\$123,087
6004 WAGES-PART TIME	\$33,441	\$34,330	\$39,394	\$38,988
6005 WAGES-OVERTIME	\$1,859	\$6,000	\$6,438	\$6,180
6009 WAGES-OTHER	\$6,451	\$0	\$3,832	\$0
6011 VACATION PAY	\$8,640	\$0	\$3,665	\$0
6012 SICK PAY	\$4,044	\$930	\$1,629	\$943
6019 MISCELLANEOUS PAY	\$1,645	\$1,720	\$1,720	\$1,900
6021 FICA-MED/SS	\$13,789	\$16,668	\$16,528	\$17,895
6022 TMRS-EMPLOYER	\$19,407	\$24,647	\$24,148	\$26,408
6025 WORKER COMPENSATION INSURANCE	\$557	\$540	\$516	\$670
6026 UNEMPLOYMENT TAXES	\$1,035	\$0	\$111	\$0
PERSONNEL SERVICES	\$220,655	\$259,742	\$259,071	\$278,313
6101 OFFICE & COMPUTER SUPPLIES	\$7,511	\$6,000	\$6,000	\$6,000
6102 EDUCATIONAL SUPPLIES	\$329	\$600	\$600	\$600
SUPPLIES	\$7,855	\$6,600	\$6,600	\$6,600
6303 PROFESSIONAL SERVICES,LEGAL	\$70,950	\$76,700	\$70,200	\$80,000
6304 PROFESSIONAL SERVICES,OTHER	\$0	\$3,000	\$2,000	\$3,000
6316 PRINTING AND BINDING	\$1,618	\$2,000	\$2,000	\$2,000
6329 OTHER SERVICES	\$930	\$2,100	\$1,440	\$2,100
6332 TRAVEL AND MEALS	\$1,205	\$4,820	\$4,400	\$6,200
6333 DUES AND SUBSCRIPTIONS	\$1,627	\$2,055	\$1,697	\$1,757
6337 TRAINING	\$2,500	\$4,500	\$3,200	\$3,375
SERVICES AND CHARGES	\$78,829	\$95,175	\$84,937	\$98,432
TOTAL GENERAL-MUNICIPAL COURT	\$307,340	\$361,517	\$350,608	\$383,345

TOMBALL COMMUNITY CENTER

DEPARTMENT MISSION

To serve everyone in a fair and equitable manner, so that in serving, the Center will enhance the quality of life for each individual, group or organization being served.

To provide a staff, both paid and volunteer, who, through their individual and corporate efforts, give positive leadership to the development and administration of programs and activities, which will attract participants of all ages to the Community Center.

Bus Trips in 2015 - 2016

The Bus trip program, both City and Precinct 4, has been and is being re-evaluated continuously. Staff meets with Precinct 4 representatives, considering even more of a wider array of travel activities than in the past, including night-time trips, Forums and more popular day-trips.

Accomplishments for FY 2014 - 2015

- Hired a new Community City Manager and part-time Employees
- Added several new programs, including Thread Crocheting, Beginning Bridge, Dominoes, Bunko, Bingo, Tap, and more
- Updated equipment
- Added more craft activities
- Added several new Volunteer Helpers and Instructors
- Working on developing a Community Center specific monthly e-newsletter
- Rearranged the structure of the Center physically through décor, activities, and Staff-wise
- Revised the Community Center's brochure with new photos and information
- Revised the Community Center monthly calendar of events to make it more user-friendly
- Participate with a first time Community Center Float in the annual Holiday Parade

Goals and Objective for FY 2015 - 2016

- Increase rental revenue
- Create new programs for all ages while maintaining current successful ones
- Re-write the Community Center Policy handbook

- Continue to increase revenue through Rentals
- Continue to add new programs for a wider range of ages and interests
- Add more Trips when possible
- Continue to utilize space more effectively
- Market the Center more effectively to the local community
- Increase participants by 25% in all age groups
- Continue upgrading the Center's audio visual capabilities for use by rental groups, including in Room B for smaller meeting groups
- Do better follow up of potential Renters after the initial contact and create a lead file
- Continue making upgrades and improvements to the Center's page at tomballtx.gov
- Document more events and activities for on-site photo book and e-photo file
- Continue to improve our Bridge Tournament Program, Special Luncheons, and more, to draw visitors to Tomball

Major Budget Items

- Renovations to the outside of the building and Room A

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
131 - COMMUNITY CENTER

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 108,784	\$ 107,516	\$ 121,142	\$ 136,578	\$ 128,031	\$ 125,213	\$ 128,592
Supplies	6,629	4,888	7,622	4,164	6,273	6,963	12,650
Maintenance	712	2,447	411	40	900	1,177	38,600
Services and charges	863	394	1,074	377	2,785	1,930	3,435
Total Operating Expenditures	\$ 116,988	\$ 115,245	\$ 130,249	\$ 141,159	\$ 137,989	\$ 135,283	\$ 183,277
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	25,300	-	-	-
Total Expenditures	\$ 116,988	\$ 115,245	\$ 130,249	\$ 166,459	\$ 137,989	\$ 135,283	\$ 183,277

Supplemental Programs	Total
Exterior Painting for Community Center	\$ 38,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Attendants - Part Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total	3.00						

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-COMMUNITY CENTER	100-131 GENERAL- COMMUNITY CENTER
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$45,565	\$46,696	\$43,141	\$45,805
6003 WAGES-FULL TIME	\$30,212	\$35,256	\$32,284	\$35,949
6004 WAGES-PART TIME	\$16,786	\$22,714	\$22,714	\$23,395
6005 WAGES-OVERTIME	\$723	\$1,000	\$2,152	\$1,030
6009 WAGES-OTHER	\$4,195	\$0	\$2,030	\$0
6011 VACATION PAY	\$9,318	\$0	\$1,720	\$0
6012 SICK PAY	\$6,407	\$718	\$968	\$1,258
6019 MISCELLANEOUS PAY	\$1,490	\$1,610	\$740	\$860
6021 FICA-MED/SS	\$8,357	\$8,262	\$7,861	\$8,323
6022 TMRS-EMPLOYER	\$12,510	\$11,451	\$11,246	\$11,570
6025 WORKER COMPENSATION INSURANCE	\$298	\$324	\$275	\$402
6026 UNEMPLOYMENT TAXES	\$716	\$0	\$82	\$0
PERSONNEL SERVICES	\$136,578	\$128,031	\$125,213	\$128,592
6101 OFFICE & COMPUTER SUPPLIES	\$526	\$663	\$663	\$1,000
6104 JANITORIAL SUPPLIES	\$35	\$100	\$100	\$350
6105 FOOD SUPPLIES	\$1,799	\$3,700	\$3,700	\$5,000
6106 MATERIALS AND PARTS	\$0	\$10	\$0	\$0
6108 FUEL,OIL AND LUBRICANTS	\$541	\$700	\$400	\$700
6119 OTHER SUPPLIES	\$1,263	\$1,100	\$2,100	\$4,000
6130 FURNITURE <\$20,000	\$0	\$0	\$0	\$1,600
SUPPLIES	\$4,164	\$6,273	\$6,963	\$12,650
6204 OTHER EQUIPMENT MAINTENANCE	\$0	\$200	\$777	\$200
6205 VEHICLE MAINTENANCE	\$40	\$700	\$400	\$400
6206 BUILDING MAINTENANCE	\$0	\$0	\$0	\$38,000
REPAIRS AND MAINTENANCE	\$40	\$900	\$1,177	\$38,600

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-COMMUNITY CENTER	100-131 GENERAL- COMMUNITY CENTER
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6329 OTHER SERVICES	\$0	\$0	\$400	\$400
6332 TRAVEL AND MEALS	\$175	\$150	\$400	\$400
6335 ADVERTISING COST	\$0	\$2,500	\$1,000	\$2,500
6362 PERMITS AND LICENSES	\$203	\$135	\$130	\$135
SERVICES AND CHARGES	\$377	\$2,785	\$1,930	\$3,435
6998 TRANSFER TO FLEET REPLACEMENT	\$25,300	\$0	\$0	\$0
TRANSFERS	\$25,300	\$0	\$0	\$0
TOTAL GENERAL-COMMUNITY CENTER	\$166,459	\$137,989	\$135,283	\$183,277

Fire Marshal

Department Mission

Our mission is to ensure that the commercial buildings within the City Limits of Tomball are protected from fire or other hazards through a proactive fire inspection. We also perform a thorough plan review on new commercial buildings and their applicable fire suppression and detection systems. Other responsibilities of our office include origin and cause fire investigations, responding to complaints, environmental hazards, and assisting the fire department with public education programs. We pride ourselves in the work we do, making Tomball a safer place to live, work and play.

Accomplishments for FY 2015

- Filled the Assistant Fire Marshal position
- Developed comprehensive fee schedule
- Updated City website with construction standards, safety material and complaint submission form
- Provided Hands-On / Live Fire, fire extinguisher training for 150 employees of various businesses
- Restructured and rebranded the office to that of the Fire Prevention Division

Goals and Objectives for FY 2016

- Fill the existing part-time position of Fire Inspector
- Convert to electronic citations from paper format
- Develop and Mentor Fire Department employees that are certified as fire inspectors under the Texas Commission on Fire Protection to assist the Fire Prevention Office in the pursuit of its inspection goals
- Continue to move forward with “paperless” inspections and other processes to enhance proficiency
- Continue to seek and improve efficiency and productivity through new polices and processes
- Continuously review and update City Fire codes and Ordinances
- Develop performance expectations for the inspection processes
- Initiate pilot Knox Box Program in residences of physically challenged community members

Major Budget Items

Equipment maintenance - \$15,000

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
141 - FIRE MARSHAL

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 150,253	\$ 146,917	\$ 141,652	\$ 82,754	\$ 166,287	\$ 145,460	\$ 181,367
Supplies	13,311	24,031	19,889	19,849	46,980	33,350	24,150
Maintenance	2,155	5,430	1,953	10,802	10,620	17,800	18,520
Services and charges	13,472	10,701	12,503	7,384	22,810	14,865	21,240
Total Operating Expenditures	\$ 179,191	\$ 187,079	\$ 175,997	\$ 120,789	\$ 246,697	\$ 211,475	\$ 245,277
Capital Outlay	-	-	-	36,900	6,500	10,600	5,000
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	29,522	29,522	-
Total Expenditures	\$ 179,191	\$ 187,079	\$ 175,997	\$ 157,689	\$ 282,719	\$ 251,597	\$ 250,277

Supplemental Programs Total
None

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Fire Marshal	0.00	0.00	0.00	0.00	0.00	1.00	1.00
Fire Inspector	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Part-Time Deputy Fire Marshal	0.00	0.00	0.00	0.00	0.50	0.50	0.50
Total	2.00	2.00	2.00	2.00	2.50	2.50	2.50

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	FIRE MARSHAL	100-141 FIRE MARSHAL
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$0	\$66,934	\$64,671	\$68,933
6003 WAGES-FULL TIME	\$53,174	\$50,003	\$38,312	\$53,560
6004 WAGES-PART TIME	\$0	\$14,560	\$8,792	\$20,653
6005 WAGES-OVERTIME	\$5,017	\$5,500	\$5,500	\$5,150
6009 WAGES-OTHER	\$2,847	\$0	\$1,252	\$0
6011 VACATION PAY	\$4,280	\$0	\$501	\$0
6012 SICK PAY	\$1,513	\$0	\$0	\$1,032
6019 MISCELLANEOUS PAY	\$435	\$495	\$495	\$615
6021 FICA-MED/SS	\$4,933	\$10,577	\$9,099	\$11,601
6022 TMRS-EMPLOYER	\$8,648	\$16,543	\$15,222	\$17,746
6025 WORKER COMPENSATION INSURANCE	\$1,699	\$1,675	\$1,616	\$2,077
6026 UNEMPLOYMENT TAXES	\$207	\$0	\$0	\$0
PERSONNEL SERVICES	\$82,754	\$166,287	\$145,460	\$181,367
6101 OFFICE & COMPUTER SUPPLIES	\$970	\$2,000	\$2,000	\$1,800
6102 EDUCATIONAL SUPPLIES	\$5,843	\$11,680	\$4,500	\$4,500
6103 COMPUTER SUPPLIES	\$100	\$0	\$0	\$0
6104 JANITORIAL & CLEANING SUPPLY	\$0	\$0	\$0	\$200
6105 FOOD SUPPLIES	\$0	\$400	\$200	\$400
6106 MATERIALS AND PARTS	\$0	\$0	\$0	\$450
6107 CLOTHING AND UNIFORMS	\$4,385	\$6,630	\$6,600	\$5,400
6108 FUEL, OIL AND LUBRICANTS	\$3,658	\$8,000	\$5,000	\$8,000
6109 POSTAGE	\$9	\$100	\$50	\$100
6119 OTHER SUPPLIES	\$4,884	\$13,170	\$10,000	\$2,300
6130 FURNITURE<\$20,000	\$0	\$5,000	\$5,000	\$1,000
SUPPLIES	\$19,849	\$46,980	\$33,350	\$24,150
6203 RADIO EQUIPMENT MAINTENANCE	\$180	\$0	\$0	\$0
6204 EQUIPMENT MAINTENANCE	(\$800)	\$300	\$800	\$500
6205 VEHICLE MAINTENANCE	\$1,863	\$3,820	\$2,000	\$3,020
6219 OTHER MAINTENANCE	\$9,559	\$6,500	\$15,000	\$15,000
REPAIRS AND MAINTENANCE	\$10,802	\$10,620	\$17,800	\$18,520
6304 PROF.SERV.-OTHER	\$15	\$300	\$300	\$300
6312 COMMUNICATION SERVICES	\$768	\$1,600	\$1,400	\$1,600

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	FIRE MARSHAL	100-141 FIRE MARSHAL
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6320 COMPUTER SOFTWARE SERVICES	\$2,000	\$1,000	\$1,000	\$1,000
6332 TRAVEL AND MEALS	\$1,553	\$7,850	\$3,800	\$7,300
6333 DUES AND SUBSCRIPTIONS	\$2,610	\$4,060	\$2,965	\$3,040
6337 TRAINING	\$438	\$8,000	\$5,400	\$8,000
SERVICES AND CHARGES	\$7,384	\$22,810	\$14,865	\$21,240
6403 MACHINERY AND EQUIPMENT	\$36,900	\$0	\$4,100	\$5,000
6409 SYSTEM EXPANSION	\$0	\$6,500	\$6,500	\$0
CAPITAL OUTLAY	\$36,900	\$6,500	\$10,600	\$5,000
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$29,522	\$29,522	\$0
TRANSFERS	\$0	\$29,522	\$29,522	\$0
TOTAL FIRE MARSHAL	\$157,688	\$282,719	\$251,597	\$250,277

Fire Department

Department Mission

To serve the Tomball Community by protecting lives, property and the environment. The Department will accomplish this through suppression efforts, fire prevention programs and education of the public using a combination of career and volunteer members of the Department.

Accomplishments for FY 2015

- Percentage of time that the first arriving apparatus arrived on the scene has remained at approximately 60%
- The Department is working with the property owner to plat the land for City Fire Station #3
- Harris County ESD #15 will complete construction by the end of 2015 on a 12,400 sq. ft. fire station for a county fire station on the west side of the District (Telge Rd)
- Applied for a SAFER Grant to fund the cost of 12 full-time firefighters for two years and expect be notified by the end of the fiscal year
- Continued to provide specialized training throughout the Department resulting in Texas Commission on Fire Protection certifications for Instructor I and II, Officer I, II, III and IV, Safety Officer, Hazardous Material Technician, Rescue and Wildland to numerous employees of the Department.

Goals and Objectives for FY 2016

- Increase the percentage of time it takes for the first arriving fire apparatus to arrive on the scene of an emergency incident within five minutes of being dispatched to 85%.
- Continue to meet the minimum staffing goals of the Department at least 99% of the time
- Seek funding assistance to design, fund, construct and operate a fire/police training field through a consortium of partners
- Request ESD #15 acquire a site for a second county fire station on the east side of the District
- Update and finalize the Standards of Cover Project
- Complete the Department's Strategic Plan
- Complete Texas Fire Chiefs Association Best Practices Program
- Complete revision to the Inter-local Service Agreement with Harris County ESD #15

Major Budget Items:

- Vehicle Maintenance (\$100,000)
- Refurbish Booster 2 (\$66,000)
- Airpack replacement (\$23,000)

CITY OF TOMBALL							
2015-2016 ADOPTED BUDGET SUMMARY							
FUND				DEPARTMENT			
100 - GENERAL FUND				142 - FIRE DEPARTMENT			

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 778,063	\$ 904,088	\$ 862,273	\$ 904,249	\$ 1,561,061	\$ 1,637,883	\$ 1,822,429
Supplies	154,873	162,557	245,087	289,217	383,490	395,040	424,850
Maintenance	126,198	183,545	148,294	230,039	226,153	230,810	183,960
Services and charges	64,121	69,194	101,915	109,651	163,064	175,889	211,675
Total Operating Expenditures	\$ 1,123,255	\$ 1,319,384	\$ 1,357,569	\$ 1,533,156	\$ 2,333,768	\$ 2,439,622	\$ 2,642,914
Capital Outlay	417,750	853,653	18,689	15,600	79,175	863,031	71,600
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	10,000	62,976	535,464	-	-
Total Expenditures	\$ 1,541,005	\$ 2,173,037	\$ 1,386,258	\$ 1,611,732	\$ 2,948,407	\$ 3,302,653	\$ 2,714,514

Supplemental Programs	Total
Booster 2 SKID Unit	\$ 66,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016*
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	0.00	0.00	5.00	5.00	5.00	6.00	6.00
Driver/Operator	0.00	0.00	1.00	1.00	1.00	6.00	6.00
Fire Fighter	2.00	6.00	0.00	0.00	0.00	3.00	3.00
Part Time Fire Fighter **	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PAID STAFF	12.00	16.00	16.00	16.00	16.00	25.00	25.00
Community Volunteers	60.00	30.00	30.00	30.00	30.00	30.00	30.00
Total	72.00	46.00	46.00	46.00	46.00	55.00	55.00

*Fire Department consists of 16 full time equivalents which is made up of 9 full time employees and 35 part time duty crew employees;

**Part Time Fire Fighter equivalent to .2 FTE

FUND	CITY OF TOMBALL	DEPARTMENT	DIVISION	
GENERAL FUND	GENERAL-FIRE DEPARTMENT		100-142 GENERAL-FIRE DEPARTMENT	
DETAILS				

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$160,484	\$181,445	\$176,127	\$186,868
6003 WAGES - FULL TIME	\$278,089	\$732,071	\$713,594	\$897,550
6004 WAGES - PART TIME	\$164,791	\$149,450	\$180,331	\$201,518
6005 WAGES - OVERTIME	\$60,243	\$121,173	\$166,359	\$164,112
6009 WAGES - OTHER	\$24,354	\$0	\$34,072	\$0
6010 FIRE RUN PAYMENTS	\$21,668	\$75,000	\$30,000	\$45,000
6011 VACATION PAY	\$23,218	\$0	\$23,862	\$0
6012 SICK PAY	\$13,631	\$8,169	\$14,772	\$8,867
6019 MISCELLANEOUS PAY	\$2,485	\$3,950	\$3,950	\$4,500
6020 VOLUNTEERS' STATE RETIREMENT	\$7,500	\$15,000	\$15,000	\$15,000
6021 SOCIAL SECURITY & MEDICARE TAX	\$56,859	\$97,842	\$99,995	\$107,505
6022 TMRS-RETIREMENT-EMPLOYER	\$72,645	\$148,881	\$152,211	\$159,569
6025 WORKERS' COMPENSATION INS	\$10,700	\$16,080	\$16,139	\$19,940
6026 STATE UNEMPLOYMENT TAXES	\$5,332	\$0	\$471	\$0
6030 EMPLOYEE TUITION REIMBURSEMENT	\$2,250	\$12,000	\$11,000	\$12,000
PERSONNEL SERVICES	\$904,249	\$1,561,061	\$1,637,883	\$1,822,429
6101 OFFICE & COMPUTER SUPPLIES	\$6,144	\$5,000	\$4,950	\$5,700
6102 EDUCATIONAL SUPPLIES	\$17,492	\$10,895	\$11,160	\$14,000
6104 JANITORIAL SUPPLIES	\$3,004	\$4,500	\$4,000	\$4,500
6105 FOOD SUPPLIES	\$10,948	\$12,000	\$12,000	\$18,900
6106 MATERIALS AND PARTS	\$29,077	\$102,000	\$115,480	\$13,500
6107 CLOTHING AND UNIFORMS	\$74,046	\$103,522	\$103,500	\$113,000
6108 FUEL, OIL AND LUBRICANTS	\$43,531	\$41,920	\$41,850	\$45,000
6109 POSTAGE	\$477	\$150	\$100	\$150
6110 CHEMICAL SUPPLIES	\$9,224	\$16,115	\$15,000	\$15,750
6119 OTHER SUPPLIES	\$94,723	\$87,388	\$87,000	\$48,610
6130 FURNITURE <\$20,000	\$550	\$0	\$0	\$11,500
6141 SCBA PARTS AND SUPPLIES	\$0	\$0	\$0	\$50,000
6142 COMMUNICATION PARTS & SUPPLIES	\$0	\$0	\$0	\$31,350
6143 FIREFIGHTING TOOL PARTS & SUPPLIES	\$0	\$0	\$0	\$52,890
SUPPLIES	\$289,217	\$383,490	\$395,040	\$424,850
6201 OFFICE EQUIPMENT MAINTENANCE	\$0	\$600	\$600	\$1,200
6203 RADIO EQUIPMENT MAINTENANCE	\$13,598	\$18,000	\$19,000	\$0

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-FIRE DEPARTMENT	100-142 GENERAL-FIRE DEPARTMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6204 OTHER EQUIPMENT MAINTENANCE	\$89,116	\$92,133	\$100,735	\$17,260
6205 VEHICLE MAINTENANCE	\$120,847	\$110,000	\$105,975	\$100,000
6206 BUILDING MAINTENANCE	\$5,528	\$5,420	\$4,500	\$16,000
6219 OTHER MAINTENANCE	\$950	\$0	\$0	\$0
6241 SCBA MAINTENANCE & TESTING	\$0	\$0	\$0	\$15,400
6242 COMMUNICATION MAINTENANCE	\$0	\$0	\$0	\$20,100
6243 FIREFIGHTING TOOL MAINTENANCE	\$0	\$0	\$0	\$17,000
REPAIRS AND MAINTENANCE	\$230,039	\$226,153	\$230,810	\$186,960
6304 PROFESSIONAL SERVICES-OTHER	\$30,915	\$26,125	\$29,100	\$38,500
6312 COMMUNICATION SERVICES	\$14,563	\$20,500	\$25,540	\$30,580
6316 PRINTING AND BINDING	\$0	\$0	\$13	\$8,400
6320 COMPUTER SOFTWARE SERVICES	\$14,180	\$21,685	\$21,685	\$27,285
6329 OTHER SERVICES	\$3,025	\$3,200	\$3,200	\$3,200
6332 TRAVEL AND MEALS	\$7,820	\$23,725	\$26,540	\$30,200
6333 DUES AND SUBSCRIPTIONS	\$7,675	\$10,715	\$10,705	\$11,000
6335 ADVERTISING COST	\$4,729	\$1,104	\$850	\$1,050
6336 EQUIPMENT RENTALS	\$2,740	\$2,500	\$2,862	\$2,500
6337 TRAINING	\$21,506	\$48,610	\$48,400	\$48,960
6343 FIREFIGHTING TOOL RENTALS	\$0	\$0	\$0	\$1,500
6350 CHILD SAFETY EDUCATION	\$0	\$2,000	\$4,567	\$5,000
6398 BANQUETS, DEDICATIONS & RECEPT	\$2,498	\$2,900	\$2,427	\$3,500
SERVICES AND CHARGES	\$109,651	\$163,064	\$175,889	\$211,675
6403 MACHINERY AND EQUIPMENT	\$3,800	\$13,175	\$5,600	\$5,600
6405 VEHICLE EQUIPMENT	\$0	\$66,000	\$855,681	\$66,000
6406 LAND AND BUILDINGS	\$11,800	\$0	\$1,750	\$0
CAPITAL OUTLAY	\$15,600	\$79,175	\$863,031	\$71,600
6691 TRANSFERS OUT	\$62,976	\$0	\$0	\$0
6997 TRANSFER TO DEBT SERVICE	\$0	\$535,464	\$0	\$0
TRANSFERS	\$62,976	\$535,464	\$0	\$0
TOTAL GENERAL-FIRE DEPARTMENT	\$1,611,732	\$2,948,407	\$3,302,653	\$2,717,514

Emergency Management

Accomplishments for FY 2015

- FCC licensed a low power FM radio station to enhance emergency management operations has reached its test phase and will be fully operational by December 1, 2015
- FM radio equipment has been acquired
- Tomball High School and Lone Star College – Tomball have agreed, in principle, to enter into a MOU to assist with programming and operations of the low power FM radio station
- Completed a multi department emergency management drill which included a Tomball Regional Medical Center component
- Completed the installation of the HAM radio site at the City Annex Building
- The Tomball Area Local Emergency Planning Agency (TALEPC), sponsored by the TFD Emergency Management Division, continues to provide planning, training and educational services to the community
- Successfully transitioned from CodeRed Emergency Notification system to Civic Ready as the community's reverse 911 provider

Objectives for FY 2016

- Develop and execute a Memorandum of Understanding with 5 additional local businesses that may provide equipment or supplies in the event of a catastrophic emergency incident in the Tomball area.
- Complete execution of the Memorandums of Understanding (MOU) with the one additional facility to provide Refuge of Last Resort to members of the community or those evacuating from other areas but trapped on the roadway during the evacuation.
- Design and complete, in conjunction with other City of Tomball agencies and EMS, one multi-jurisdictional, multi-agency emergency incident tabletop exercise
- Complete low power FM radio MOUs with partners
- Complete the development of a Standard Operating Guideline to address large animal housing issues in the event of evacuation of Tomball and surrounding areas

Major Budget Items

- Additional low power FM radio equipment (\$2,500)

CITY OF TOMBALL							
2015-2016 ADOPTED BUDGET SUMMARY							
FUND				DEPARTMENT			
100 - GENERAL FUND				143 - EMERGENCY MANAGEMENT			

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	600	-	2,609	2,000	3,950	13,950	3,950
Maintenance	-	-	350	4,290	2,500	-	2,500
Services and charges	11,554	11,351	9,353	10,731	16,255	14,924	12,495
Total Operating Expenditures	\$ 12,154	\$ 11,351	\$ 12,312	\$ 17,021	\$ 22,705	\$ 28,874	\$ 18,945
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 12,154	\$ 11,351	\$ 12,312	\$ 17,021	\$ 22,705	\$ 28,874	\$ 18,945

Supplemental Programs	Total
None	

Staff has not been assigned to this department

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT EMERGENCY MANAGEMENT	DIVISION 100-143 EMERGENCY MANAGEMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6101 OFFICE & COMPUTER SUPPLIES	\$0	\$100	\$100	\$100
6102 EDUCATIONAL SUPPLIES	\$0	\$1,000	\$1,000	\$1,000
6103 COMPUTER EQUIPMENT <\$20,000	\$0	\$0	\$10,000	\$0
6106 MATERIALS AND PARTS	\$2,000	\$2,500	\$2,500	\$2,500
6107 CLOTHING AND UNIFORMS	\$0	\$350	\$350	\$350
SUPPLIES	\$2,000	\$3,950	\$13,950	\$3,950
6203 RADIO EQUIPMENT MAINTENANCE	\$4,290	\$2,500	\$0	\$2,500
REPAIRS AND MAINTENANCE	\$4,290	\$2,500	\$0	\$2,500
6304 PROF.SERV.-OTHER	\$98	\$0	\$54	\$0
6312 COMMUNICATION SERVICES	\$7,640	\$8,500	\$7,575	\$5,000
6320 COMPUTER SOFTWARE SERV.	\$0	\$2,500	\$2,500	\$2,500
6332 TRAVEL AND MEALS	\$1,460	\$3,260	\$3,000	\$3,000
6333 DUES AND SUBSCRIPTIONS	\$732	\$795	\$595	\$795
6337 TRAINING	\$800	\$1,200	\$1,200	\$1,200
SERVICES AND CHARGES	\$10,731	\$16,255	\$14,924	\$12,495
TOTAL EMERGENCY MANAGEMENT	\$17,021	\$22,705	\$28,874	\$18,945

Public Works Administrative

Department Mission

It is the mission of the Public Works Department to strive to continuously improve the maintenance and operations of the City's infrastructure; to provide reliable, quality, safe and efficient service to our customers.

Accomplishments for FY 2014-15

Identified needs and restructured administrative staff to improve efficiency and provide the needed support for the rest of the PW staff as well as improve the filing.

Goals and Objectives for FY 2015-16

Provide more public outreach to inform public about various activities in Public Works.

Major Budget Items

None

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
151 - PUBLIC WORKS ADMINISTRATION

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 42,668	\$ 43,432	\$ 45,193	\$ 47,172	\$ 48,845	\$ 48,947	\$ 50,452
Supplies	1,211	1,699	2,076	1,264	1,380	2,358	2,400
Maintenance	-	-	-	-	-	-	-
Services and charges	774	1,102	1,013	1,221	1,635	1,439	7,440
Total Operating Expenditures	\$ 44,653	\$ 46,233	\$ 48,282	\$ 49,657	\$ 51,860	\$ 52,744	\$ 60,292
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 44,653	\$ 46,233	\$ 48,282	\$ 49,657	\$ 51,860	\$ 52,744	\$ 60,292

Supplemental Programs	Total
Public Works MyGov Software Model	\$ 6,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total	1.00						

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-PUBLIC WORKS ADM.	100-151 GENERAL-PUBLIC WORKS ADM.
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES-FULL TIME	\$31,396	\$38,168	\$36,200	\$39,292
6005 WAGES-OVERTIME	\$848	\$1,000	\$1,000	\$1,030
6009 WAGES-OTHER	\$2,115	\$0	\$959	\$0
6011 VACATION PAY	\$2,702	\$0	\$976	\$0
6012 SICK PAY	\$966	\$0	\$147	\$0
6019 MISCELLANEOUS PAY	\$1,025	\$1,085	\$1,085	\$1,145
6021 FICA-MED/SS	\$2,827	\$3,079	\$3,023	\$3,194
6022 TMRS-EMPLOYER	\$4,987	\$5,405	\$5,465	\$5,657
6025 WORKER COMPENSATION INSURANCE	\$99	\$108	\$92	\$134
6026 UNEMPLOYMENT TAXES	\$207	\$0	\$0	\$0
PERSONNEL SERVICES	\$47,172	\$48,845	\$48,947	\$50,452
6101 OFFICE & COMPUTER SUPPLIES	\$937	\$780	\$1,007	\$1,000
6102 EDUCATIONAL SUPPLIES	\$0	\$0	\$0	\$500
6105 FOOD SUPPLIES	\$21	\$150	\$1,100	\$800
6106 MATERIALS AND PARTS	\$25	\$100	\$0	\$0
6107 CLOTHING AND UNIFORMS	\$177	\$150	\$200	\$0
6119 OTHER SUPPLIES	\$103	\$200	\$51	\$100
SUPPLIES	\$1,264	\$1,380	\$2,358	\$2,400
6304 PROFESSIONAL SERVICES,OTHER	\$780	\$1,200	\$940	\$1,000
6312 COMMUNICATION SERVICES	\$367	\$325	\$350	\$350
6320 SOFTWARE SERVICE	\$0	\$0	\$0	\$6,000
6332 TRAVEL AND MEALS	\$24	\$60	\$20	\$40
6333 DUES AND SUBSCRIPTIONS	\$0	\$0	\$79	\$0
6362 PERMITS & LICENSES	\$50	\$50	\$50	\$50
SERVICES AND CHARGES	\$1,221	\$1,635	\$1,439	\$7,440
TOTAL GENERAL-PUBLIC WORKS ADM.	\$49,656	\$51,860	\$52,744	\$60,292

Garage Department

Accomplishments for FY 2014-15

- Implemented fleet maintenance software
- Implemented monthly vehicle and equipment inspections

Goals and Objectives for FY 2015-16

- Expand Garage's oversight of the maintenance of the fleet.
- Include the department in more city wide initiatives as it related to fleet, such as vehicle replacement, fuel and other.

Major Budget Items

None

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
152 - GARAGE

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Adopted
Personnel services	\$ 88,357	\$ 109,977	\$ 116,330	\$ 121,512	\$ 128,732	\$ 130,382	\$ 135,787
Supplies	4,816	7,220	9,016	4,631	8,275	4,250	6,025
Maintenance	2,696	2,983	4,656	3,942	3,700	4,409	4,400
Services and charges	2,859	17,696	3,815	4,237	6,441	6,471	6,441
Total Operating Expenditures	\$ 98,728	\$ 137,876	\$ 133,817	\$ 134,322	\$ 147,148	\$ 145,512	\$ 152,653
Capital Outlay	27,431	-	15	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 126,159	\$ 137,876	\$ 133,832	\$ 134,322	\$ 147,148	\$ 145,512	\$ 152,653

Supplemental Programs Total
None

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Lead Mechanic	0.00	0.00	0.00	0.00	0.00	1.00	1.00
Heavy Equip/Fleet Mechanic	1.00	1.00	2.00	2.00	2.00	1.00	1.00
Total	1.00	1.00	2.00	2.00	2.00	2.00	2.00

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-GARAGE	100-152 GENERAL-GARAGE
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES-FULL TIME	\$81,700	\$97,427	\$92,928	\$100,356
6005 WAGES-OVERTIME	\$5,853	\$6,000	\$8,000	\$8,240
6009 WAGES-OTHER	\$4,403	\$0	\$2,228	\$0
6011 VACATION PAY	\$4,274	\$0	\$1,588	\$0
6012 SICK PAY	\$2,373	\$675	\$785	\$681
6019 MISCELLANEOUS PAY	\$605	\$725	\$725	\$845
6021 FICA-MED/SS	\$7,430	\$8,019	\$8,038	\$8,452
6022 TMRS-EMPLOYER	\$12,629	\$14,076	\$14,331	\$14,969
6025 WORKER COMPENSATION INSURANCE	\$1,832	\$1,810	\$1,759	\$2,244
6026 UNEMPLOYMENT TAXES	\$414	\$0	\$0	\$0
PERSONNEL SERVICES	\$121,512	\$128,732	\$130,382	\$135,787
6101 OFFICE & COMPUTER SUPPLIES	\$121	\$25	\$100	\$75
6106 MATERIALS AND PARTS	\$1,715	\$5,000	\$1,500	\$3,000
6107 CLOTHING AND UNIFORMS	\$643	\$850	\$850	\$850
6108 FUEL, OIL AND LUBRICANTS	\$1,489	\$1,400	\$1,200	\$1,200
6119 OTHER SUPPLIES	\$662	\$1,000	\$600	\$900
SUPPLIES	\$4,631	\$8,275	\$4,250	\$6,025
6204 OTHER EQUIPMENT MAINTENANCE	\$569	\$600	\$300	\$300
6205 VEHICLE MAINTENANCE	\$101	\$100	\$109	\$100
6207 SYSTEM MAINTENANCE	\$3,272	\$3,000	\$4,000	\$4,000
REPAIRS AND MAINTENANCE	\$3,942	\$3,700	\$4,409	\$4,400
6312 COMMUNICATION SERVICES	\$725	\$625	\$625	\$625
6320 COMPUTER SOFTWARE SERVICES	\$1,250	\$2,250	\$2,250	\$2,250
6333 DUES AND SUBSCRIPTIONS	\$1,608	\$1,700	\$1,730	\$1,700
6336 EQUIPMENT RENTALS	\$416	\$436	\$436	\$436
6337 TRAINING	\$237	\$1,300	\$1,300	\$1,300
6362 PERMITS AND LICENSES	\$0	\$130	\$130	\$130
SERVICES AND CHARGES	\$4,237	\$6,441	\$6,471	\$6,441
TOTAL GENERAL-GARAGE	\$134,322	\$147,148	\$145,512	\$152,653

Parks

Accomplishments for FY 2014-15

- Completed phase I of the underground electric conversion at the Depot.
- Replaced the filter media at the swimming pool

Goals and Objectives for FY 2015-16

- Balance the work load across staff utilizing contracts and other available in house labor to enable the addition of more facilities to be maintained.
- Begin construction of phase I of Broussard Community Park
- Replace lighting at the tennis courts and convert to LED

Major Budget Items

- Broussard Park Phase I improvements. (\$300k)
- Zion sidewalk repairs (\$400k)
- Zion sidewalk extension (\$200k)
- Four Corners Development (\$50k)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
153 - PARKS

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 212,451	\$ 212,436	\$ 196,579	\$ 194,525	\$ 219,404	\$ 220,417	\$ 229,318
Supplies	36,240	51,083	47,317	52,422	46,006	46,306	47,306
Maintenance	35,127	104,173	46,245	54,996	30,200	28,900	230,200
Services and charges	17,624	34,490	23,943	37,472	34,240	34,471	60,400
Total Operating Expenditures	\$ 301,442	\$ 402,182	\$ 314,084	\$ 339,415	\$ 329,850	\$ 330,094	\$ 567,224
Capital Outlay	11,952	55,775	163,473	98,620	580,000	213,603	175,000
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	28,000	91,596	-	206,197	85,000
Total Expenditures	\$ 313,394	\$ 457,957	\$ 505,557	\$ 529,631	\$ 909,850	\$ 749,894	\$ 827,224

Supplemental Programs	Total
Wayne Stovall - Lighting and Parking Improvements	\$ 200,000
Park Improvement	\$ 100,000
Splash Pad	\$ 45,000
Lighting at the Depot	\$ 30,000
Contract Mowing Service	\$ 25,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Parks Serviceperson	4.00	4.00	4.00	4.00	4.00	3.00	3.00
Parks Crew Leader	0.00	0.00	0.00	0.00	0.00	2.00	2.00
Parks Foreman	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Crew Worker**	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Total	5.20						

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-PARKS	100-153 GENERAL-PARKS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES-FULL TIME	\$126,611	\$166,088	\$152,952	\$169,057
6004 WAGES-PART TIME	\$4,147	\$4,500	\$4,635	\$4,635
6005 WAGES-OVERTIME	\$6,861	\$6,000	\$9,300	\$9,270
6009 WAGES-OTHER	\$7,036	\$0	\$4,313	\$0
6011 VACATION PAY	\$6,941	\$0	\$4,520	\$0
6012 SICK PAY	\$4,383	\$601	\$2,048	\$1,087
6013 EMERGENCY PAY	\$0	\$0	\$419	\$0
6019 MISCELLANEOUS PAY	\$1,190	\$1,370	\$1,370	\$1,710
6021 FICA-MED/SS	\$11,951	\$13,660	\$13,428	\$14,240
6022 TMRS-EMPLOYER	\$20,522	\$23,372	\$23,619	\$24,590
6025 WORKER COMPENSATION INSURANCE	\$3,689	\$3,813	\$3,542	\$4,729
6026 UNEMPLOYMENT TAXES	\$1,195	\$0	\$271	\$0
PERSONNEL SERVICES	\$194,525	\$219,404	\$220,417	\$229,318
6106 MATERIALS AND PARTS	\$19,985	\$19,000	\$19,000	\$19,000
6107 CLOTHING AND UNIFORMS	\$2,978	\$2,506	\$2,506	\$2,506
6108 FUEL, OIL AND LUBRICANTS	\$13,589	\$11,500	\$11,000	\$12,000
6110 CHEMICAL SUPPLIES	\$4,315	\$3,000	\$3,800	\$3,800
6119 OTHER SUPPLIES	\$11,555	\$10,000	\$10,000	\$10,000
SUPPLIES	\$52,422	\$46,006	\$46,306	\$47,306
6204 OTHER EQUIPMENT MAINTENANCE	\$3,542	\$3,500	\$2,500	\$3,500
6205 VEHICLE MAINTENANCE	\$1,694	\$1,700	\$1,400	\$1,700
6207 SYSTEM MAINTENANCE	\$49,760	\$25,000	\$25,000	\$225,000
REPAIRS AND MAINTENANCE	\$54,996	\$30,200	\$28,900	\$230,200
6304 PROFESSIONAL SERVICES,OTHER	\$0	\$790	\$600	\$650
6312 COMMUNICATION SERVICES	\$1,327	\$1,100	\$1,600	\$1,600
6321 SYSTEM CONTRACT SERVICES	\$32,900	\$31,000	\$31,000	\$56,000
6329 OTHER SERVICES	\$3,183	\$0	\$800	\$800
6336 EQUIPMENT RENTALS	\$62	\$350	\$471	\$350
6337 TRAINING	\$0	\$1,000	\$0	\$1,000
SERVICES AND CHARGES	\$37,472	\$34,240	\$34,471	\$60,400

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-PARKS	100-153 GENERAL-PARKS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6406 LAND AND BUILDINGS	\$0	\$0	\$9,800	\$0
6409 SYSTEM EXPANSION	\$98,620	\$580,000	\$203,803	\$175,000
CAPITAL OUTLAY	\$98,620	\$580,000	\$213,603	\$175,000
6998 TRANSFER TO FLEET REPLACEMENT	\$16,596	\$0	\$0	\$85,000
6999 TRANSFER TO CAPITAL PROJ. FUND	\$75,000	\$0	\$206,197	\$0
TRANSFERS	\$91,596	\$0	\$206,197	\$85,000
TOTAL GENERAL-PARKS	\$529,631	\$909,850	\$749,894	\$827,224

Streets

Accomplishments for FY 2014-15

- Completed asphalt overlay improvements and repairs to concrete streets.
- Completed drainage ditch grading to improve drainage
- Added additional acreage of maintenance of ROW medians along Medical Complex Road to the maintenance rotation.

Goals and Objectives for FY 2015-16

- Continue evaluation and resurfacing asphalt streets having a Pavement Condition Index (PCI) of less than 78
- Continue evaluation and rehabilitation of concrete streets having lowest Pavement Condition Index (PCI) ratings.
- Continue drainage ditch grading and related details to further improve drainage and reduce localized flooding.
- Continue mowing and maintenance of all City of Tomball Right of Way.

Major Budget Items

- Replacement of Bucket truck, tractor and bat wing mower and gator (utility vehicle). (\$305k)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
154 - STREETS

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 287,134	\$ 295,137	\$ 335,845	\$ 194,525	\$ 219,404	\$ 220,417	\$ 229,318
Supplies	48,419	61,666	63,158	52,422	46,006	46,306	47,306
Maintenance	258,689	383,840	234,916	54,996	30,200	28,900	230,200
Services and charges	141,934	148,779	138,924	37,472	34,240	34,471	60,400
Total Operating Expenditures	\$ 736,176	\$ 889,422	\$ 772,843	\$ 339,415	\$ 329,850	\$ 330,094	\$ 567,224
Capital Outlay	840,723	7	-	98,620	580,000	213,603	175,000
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	2,081,000	889,343	91,596	-	206,197	85,000
Total Expenditures	\$ 1,576,899	\$ 2,970,429	\$ 1,662,186	\$ 529,631	\$ 909,850	\$ 749,894	\$ 827,224

Supplemental Programs	Total
Sidewalks	\$ 500,000
Depot - Sidewalks/Curb & Gutter	\$ 75,000
Streets Serviceperson	\$ 65,614

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Superintendent Street & Drain	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Street & Drainage Foreman	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Serviceman	5.00	5.00	5.00	4.00	4.00	4.00	4.00
Crew worker**	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Total	8.20						

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-STREETS	100-154 GENERAL-STREETS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$56,782	\$67,267	\$63,626	\$69,285
6003 WAGES-FULL TIME	\$169,253	\$219,648	\$201,668	\$289,926
6004 WAGES-PART TIME	\$0	\$4,500	\$4,635	\$4,635
6005 WAGES-OVERTIME	\$15,940	\$13,000	\$22,426	\$23,645
6009 WAGES-OTHER	\$12,301	\$0	\$7,314	\$0
6011 VACATION PAY	\$14,097	\$0	\$11,189	\$0
6012 SICK PAY	\$5,526	\$2,882	\$2,957	\$2,968
6013 EMERGENCY PAY	\$471	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$2,260	\$3,140	\$3,140	\$3,355
6021 FICA-MED/SS	\$21,042	\$23,778	\$24,941	\$25,230
6022 TMRS-EMPLOYER	\$35,252	\$41,132	\$42,242	\$44,053
6025 WORKER COMPENSATION INSURANCE	\$11,858	\$11,739	\$11,384	\$14,556
6026 UNEMPLOYMENT TAXES	\$1,490	\$0	\$0	\$0
PERSONNEL SERVICES	\$346,273	\$387,086	\$395,522	\$477,653
6106 MATERIALS AND PARTS	\$13,103	\$35,000	\$35,000	\$35,000
6107 CLOTHING AND UNIFORMS	\$2,363	\$3,244	\$2,820	\$3,669
6108 FUEL, OIL AND LUBRICANTS	\$23,662	\$26,000	\$22,708	\$26,000
6119 OTHER SUPPLIES	\$6,552	\$3,000	\$8,900	\$4,000
SUPPLIES	\$45,679	\$67,244	\$69,428	\$68,669
6204 OTHER EQUIPMENT MAINTENANCE	\$16,558	\$7,200	\$24,000	\$9,000
6205 VEHICLE MAINTENANCE	\$5,027	\$5,000	\$3,715	\$5,000
6207 SYSTEM MAINTENANCE	\$213,216	\$311,398	\$311,000	\$259,000
REPAIRS AND MAINTENANCE	\$234,801	\$323,598	\$338,715	\$273,000

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	GENERAL-STREETS	100-154 GENERAL-STREETS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROFESSIONAL SERVICES,OTHER	\$5,337	\$6,500	\$8,500	\$9,000
6312 COMMUNICATION SERVICES	\$1,866	\$2,200	\$2,384	\$3,684
6319 MOSQUITO CONTROL	\$9,139	\$8,500	\$8,500	\$9,200
6329 OTHER SERVICES	\$5,160	\$10,000	\$7,900	\$10,000
6336 EQUIPMENT RENTALS	\$39	\$1,000	\$1,000	\$1,000
6337 TRAINING	\$0	\$500	\$0	\$500
6338 STREET LIGHTS	\$107,691	\$120,000	\$110,000	\$120,000
6362 PERMITS AND LICENSES	\$200	\$325	\$325	\$325
SERVICES AND CHARGES	\$129,433	\$149,025	\$138,609	\$153,709
6409 SYSTEM EXPANSION	\$0	\$400,000	\$16,450	\$575,000
CAPITAL OUTLAY	\$0	\$400,000	\$16,450	\$575,000
6998 TRANSFER TO FLEET REPLACEMENT	\$83,206	\$198,284	\$198,284	\$305,000
6999 TRANSFER TO CAPITAL PROJ. FUND	\$500,000	\$340,000	\$943,550	\$500,000
TRANSFERS	\$583,206	\$538,284	\$1,141,834	\$805,000
TOTAL GENERAL-STREETS	\$1,339,392	\$1,865,237	\$2,100,558	\$2,353,031

Sanitation

Accomplishments for FY 2014-15

- Continue to conduct ground water and methane gas monitoring as required by the TCEQ

Goals and Objectives for FY 2015-16

- Obtain approval for landfill permit modification
- Obtain approval for methane level exceedance mitigation plan
- Remediation of lead contaminated soil from the dirt berms at the former City of Tomball shooting range and remove the berms from the permitted area.

Major Budget Items

- Ongoing engineering, permitting and mitigation of landfill closure. (\$120,000)
- Annual Plastic bags (\$42,000)
- Contract Garbage services (\$1,860,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
155 - SANITATION

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	32,137	74,880	1,123	41,700	43,500	40,816	42,000
Maintenance	-	-	-	-	-	-	-
Services and charges	1,755,596	1,956,265	1,958,229	1,947,460	1,965,300	1,965,556	1,980,300
Total Operating Expenditures	\$ 1,787,733	\$ 2,031,145	\$ 1,959,352	\$ 1,989,160	\$ 2,008,800	\$ 2,006,372	\$ 2,022,300
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 1,787,733	\$ 2,031,145	\$ 1,959,352	\$ 1,989,160	\$ 2,008,800	\$ 2,006,372	\$ 2,022,300

Supplemental Programs	Total						
None							

No staff has been assigned to this department as all services are contracted to a third party

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL FUND	SANITATION	100-155 SANITATION
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6119 OTHER SUPPLIES	\$41,700	\$43,500	\$40,816	\$42,000
SUPPLIES	\$41,700	\$43,500	\$40,816	\$42,000
6304 PROFESSIONAL SERVICES-OTHER	\$100,149	\$120,000	\$120,000	\$120,000
6312 COMMUNICATION SERVICES	\$0	\$0	\$256	\$0
6327 GARBAGE SERVICES	\$1,847,111	\$1,845,000	\$1,845,000	\$1,860,000
6362 PERMITS & LICENSES	\$200	\$300	\$300	\$300
SERVICES AND CHARGES	\$1,947,460	\$1,965,300	\$1,965,556	\$1,980,300
TOTAL SANITATION	\$1,989,160	\$2,008,800	\$2,006,372	\$2,022,300

Engineering and Planning

Department Mission

To plan, design, construct City of Tomball's public infrastructure in a coordinated, efficient and environmentally responsible manner-providing excellent customer service, superior drinking water, safe streets and mobility, effective drainage, and wastewater collection and treatment. To implement the City's land use policies by providing guidance to the public to manage growth and maintain a sustainable community.

Accomplishments for FY 2015

- Prepared grant application for implementation of the FM 2920 Access Management Study
- Processed all zoning cases within required timeframes
- Awarded grant from Texas Parks and Wildlife for Broussard Community Park and participation with KaBOOM! build day
- Selected MyGov as Community Development integrated software
- Provided training for Board of Adjustments and Planning and Zoning Commission
- Received Planning Excellence Award from Texas Chapter of American Planning Association
- Prepared necessary amendments to Chapter 50-Zoning to achieve City's goals
- Updated website content and established social media presence through Twitter and Facebook
- Year one implementation of Storm Water Management Program

Goals and Objectives for FY 2016

- Continue to propose amendments to the Zoning Ordinance
- Continue implementation of the Comprehensive Plan
- Commence amendment to the Major Thoroughfare Plan
- Attend and contribute to the DRC process
- Commence construction of M121 West
- Commence construction of Zion Road sidewalks
- Continue to process all development applications within a timely manner
- Quarterly reporting
- Year two implementation of Storm Water Management Program

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
156 - ENGINEERING AND PLANNING

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 402,300	\$ 365,297	\$ 451,697	\$ 507,538	\$ 568,143	\$ 539,394	\$ 442,222
Supplies	15,057	9,475	11,126	14,356	15,600	15,450	11,200
Maintenance	310	56	295	29	2,000	2,000	1,000
Services and charges	298,900	167,534	25,803	99,864	186,000	269,950	180,482
Total Operating Expenditures	\$ 716,567	\$ 542,362	\$ 488,921	\$ 621,787	\$ 771,743	\$ 826,794	\$ 634,904
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	85,000	-	-	60,000	60,000	-
Total Expenditures	\$ 716,567	\$ 627,362	\$ 488,921	\$ 621,787	\$ 831,743	\$ 886,794	\$ 634,904

Supplemental Programs Total
None

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Director of Community Development	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
GIS Technician	1.00	1.00	1.00	0.00	0.00	0.00	0.00
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	0.00	0.00	0.00	0.00	0.00	1.00	0.00
Construction Manager/Inspector	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Community Development Coordinator	0.00	0.00	0.00	0.00	0.00	1.00	1.00
Total	7.00	7.00	7.00	6.00	6.00	7.00	5.00

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
GENERAL FUND	ENGINEERING & PLANNING	100-156 ENGINEERING & PLANNING
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$322,409	\$378,394	\$342,481	\$319,796
6003 WAGES-FULL TIME	\$30,101	\$79,352	\$71,294	\$38,542
6004 WAGES-PART TIME	\$7,595	\$0	\$0	\$0
6005 WAGES-OVERTIME	\$1,531	\$3,000	\$3,000	\$2,060
6009 WAGES-OTHER	\$18,717	\$0	\$7,949	\$0
6011 VACATION PAY	\$26,370	\$0	\$11,161	\$0
6012 SICK PAY	\$7,999	\$2,603	\$4,665	\$1,236
6013 EMERGENCY PAY	\$1,165	\$0	\$634	\$0
6019 MISCELLANEOUS PAY	\$2,810	\$2,640	\$890	\$775
6021 FICA-S.S. & MEDICARE TAXES	\$32,116	\$36,192	\$34,117	\$28,333
6022 TMRS-EMPLOYER	\$53,212	\$63,525	\$60,731	\$50,176
6025 WORKER COMPENSATION INS.	\$2,051	\$2,437	\$2,226	\$1,304
6026 STATE UNEMPLOYMENT TAXES	\$1,463	\$0	\$246	\$0
PERSONNEL SERVICES	\$507,538	\$568,143	\$539,394	\$442,222
6101 OFFICE & COMPUTER SUPPLIES	\$5,122	\$4,500	\$4,000	\$4,250
6102 EDUCATIONAL SUPPLIES	\$0	\$1,000	\$700	\$700
6105 FOOD SUPPLIES	\$406	\$500	\$750	\$750
6107 CLOTHING AND UNIFORMS	\$497	\$700	\$1,000	\$500
6108 FUEL, OIL AND LUBRICANTS	\$1,893	\$3,400	\$3,000	\$2,000
6109 POSTAGE	\$6,404	\$5,500	\$5,500	\$3,000
6119 OTHER SUPPLIES	\$36	\$0	\$500	\$0
SUPPLIES	\$14,356	\$15,600	\$15,450	\$11,200
6205 VEHICLE MAINTENANCE	\$29	\$2,000	\$2,000	\$1,000
REPAIRS AND MAINTENANCE	\$29	\$2,000	\$2,000	\$1,000

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT ENGINEERING & PLANNING	DIVISION 100-156 ENGINEERING & PLANNING
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6302 PROF.SERV.-ENGINEERING	\$34,231	\$87,000	\$199,000	\$87,000
6304 PROF.SERV.-OTHER	\$40,078	\$55,000	\$33,650	\$55,000
6312 COMMUNICATION SERVICES	\$2,259	\$2,500	\$2,300	\$2,732
6316 PRINTING AND BINDING	\$1,372	\$1,500	\$1,500	\$1,500
6323 SURVEYS, PLATS & BLUEPRINTS	\$5,000	\$8,000	\$0	\$0
6332 TRAVEL AND MEALS	\$5,248	\$10,650	\$8,500	\$10,800
6333 DUES AND SUBSCRIPTIONS	\$1,260	\$2,750	\$2,500	\$2,250
6334 AUTOMOBILE ALLOWANCES	\$4,800	\$4,800	\$4,800	\$4,800
6335 ADVERTISING COST	\$2,500	\$4,000	\$4,000	\$4,000
6337 TRAINING	\$2,249	\$7,500	\$12,500	\$11,500
6362 PERMITS AND LICENSES	\$866	\$2,300	\$1,200	\$900
SERVICES AND CHARGES	\$99,864	\$186,000	\$269,950	\$180,482
6999 TRANSFER TO CAPITAL PROJ. FUND	\$0	\$60,000	\$60,000	\$0
TRANSFERS	\$0	\$60,000	\$60,000	\$0
TOTAL ENGINEERING & PLANNING	\$621,787	\$831,743	\$886,794	\$634,904

Facility Maintenance

Accomplishments for FY 2014-15

- Completed replacement of carpet for entire City Hall Complex
- Completed remodeling and upgrades of Council Chambers
- Completed remodeling of kitchen / break area for City Hall
- Completed remodeling of employee restrooms at City Hall
- Completed interior maintenance and painting improvements for Community Center

Goals and Objectives for FY 2015-16

- Continue maintenance activities for all city facilities.
- Continue LED conversion at City facilities.

Major Budget Items

- Janitorial Services (\$62,000)
- Electric payments (\$200,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
100 - GENERAL FUND

DEPARTMENT
157 - FACILITIES MAINTENANCE

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 45,839	\$ 46,566	\$ 97,299	\$ 99,685	\$ 106,495	\$ 108,339	\$ 110,857
Supplies	11,568	13,215	16,439	18,582	16,450	15,850	16,250
Maintenance	168,569	405,357	264,251	225,288	300,269	291,600	121,560
Services and charges	315,662	293,135	342,608	343,926	331,761	356,105	360,361
Total Operating Expenditures	\$ 541,638	\$ 758,273	\$ 720,597	\$ 687,481	\$ 754,975	\$ 771,894	\$ 609,028
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 541,638	\$ 758,273	\$ 720,597	\$ 687,481	\$ 754,975	\$ 771,894	\$ 609,028

Supplemental Programs	Total						
None							

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Facilities Maintenance Specialists	1.00	1.00	1.00	2.00	2.00	2.00	2.00
Total	1.00	1.00	1.00	2.00	2.00	2.00	2.00

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT FACILITIES MAINTENANCE	DIVISION 100-157 FACILITIES MAINTENANCE
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES-FULL TIME	\$60,619	\$79,893	\$71,930	\$82,290
6005 WAGES-OVERTIME	\$4,436	\$4,000	\$5,570	\$5,150
6009 WAGES-OTHER	\$4,114	\$0	\$1,839	\$0
6011 VACATION PAY	\$4,838	\$0	\$5,426	\$0
6012 SICK PAY	\$5,159	\$588	\$931	\$0
6013 EMERGENCY PAY	\$0	\$0	\$331	\$0
6019 MISCELLANEOUS PAY	\$1,810	\$1,930	\$1,930	\$2,050
6021 FICA-S.S. & MEDICARE TAXES	\$6,088	\$6,611	\$6,689	\$6,874
6022 TMRS-EMPLOYER	\$10,314	\$11,603	\$11,875	\$12,174
6025 WORKER COMPENSATION INS.	\$1,894	\$1,870	\$1,818	\$2,319
6026 STATE UNEMPLOYMENT TAXES	\$414	\$0	\$0	\$0
PERSONNEL SERVICES	\$99,685	\$106,495	\$108,339	\$110,857
6104 JANITORIAL & CLEANING SUPPLY	\$8,108	\$6,000	\$6,900	\$6,000
6105 FOOD SUPPLIES	\$5,243	\$6,000	\$5,400	\$5,800
6106 MATERIALS AND PARTS	\$955	\$500	\$500	\$500
6107 CLOTHING AND UNIFORMS	\$897	\$950	\$950	\$950
6108 FUEL, OIL AND LUBRICANTS	\$2,412	\$2,200	\$1,700	\$2,200
6119 OTHER SUPPLIES	\$967	\$800	\$400	\$800
SUPPLIES	\$18,582	\$16,450	\$15,850	\$16,250
6201 OFFICE EQUIPMENT MAINT.	\$1,875	\$2,000	\$1,000	\$1,000
6205 VEHICLE MAINTENANCE	\$265	\$200	\$600	\$200
6206 BUILDING MAINTENANCE	\$223,148	\$298,069	\$290,000	\$120,360
REPAIRS AND MAINTENANCE	\$225,288	\$300,269	\$291,600	\$121,560

FUND GENERAL FUND	CITY OF TOMBALL DEPARTMENT FACILITIES MAINTENANCE	DIVISION 100-157 FACILITIES MAINTENANCE
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6311 JANITORIAL SERVICES	\$51,796	\$53,000	\$53,000	\$53,000
6312 COMMUNICATION SERVICES	\$108,829	\$97,000	\$125,000	\$125,000
6313 UTILITIES	\$181,135	\$180,000	\$175,000	\$180,000
6329 OTHER SERVICES	\$0	\$0	\$805	\$0
6336 EQUIPMENT RENTALS	\$2,166	\$1,700	\$2,300	\$2,300
6362 PERMITS AND LICENSES	\$0	\$61	\$0	\$61
SERVICES AND CHARGES	\$343,926	\$331,761	\$356,105	\$360,361
TOTAL FACILITIES MAINTENANCE	\$687,481	\$754,975	\$771,894	\$609,028

Enterprise Fund

Fund Description

The City's water, wastewater and gas utilities are financed and operated in a manner similar to private business enterprises, where the cost of providing the services to the public are financed primarily through user charges.

Fund Narrative

Concluding Fiscal Year Financial Performance

Ending Fund Balance for Fiscal 2015 in the Enterprise Fund is projected to be \$19,083,088. Revenues for the past fiscal year, budgeted at \$11,200,000 are expected to come in approximately 6.04% or \$676,300 less than budget. Utility Fund revenues have decreased due to both mild winters and higher than normal amounts of rainfall in the summer.

Operating expenses for FY 2015 are projected to come in approximately \$566,162 less than budget. Projected ending Fund Balance of \$19,083,088 represents 202% of operating expenses in the Enterprise Fund. The City's Financial Management Policy states that reserves should be between 15 and 20% with a target level of 18%.

2015-2016 Budget

Revenues

Projected revenues for FY 2016 are \$11,114,848. This amount is \$85,152 or 0.76% less than revenues budgeted for FY 2015. This decrease based upon an expected mild winter and rainfall projections in 2016. All utility rates will remain the same as those adopted for FY 2015. The cost to the City for its natural gas supply is the delivered cost of the gas, not the raw rate. The rate charged to customers not only covers the cost of the natural gas itself but also pays for the daily operations of the natural gas system, system maintenance, capital projects, and a proportionate share of annual debt payments.

Expenses

The base budget for operating expenses for FY 2016 is \$10,411,114 which is \$661,710 or 6.8% more than the current budget for FY 2015. The proposed budget for the Enterprise Fund does include non-recurring Supplemental programs totaling \$1,705,000. Proposed capital related expenses in the Enterprise Fund for FY 2016 is \$ 1,403,000.

Budgeted ending Fund Balance for FY 2016 of \$17,645,472 provides fund balance reserves of 149% of operating expenses. Budgeted net system revenues available for debt service of \$738,350 provide a debt coverage ratio on revenue bond debt of 95%. It is a goal of the Enterprise Fund to provide a level of coverage to demonstrate the strength of the system.

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY
Statement of Revenues, Expenditures and Changes in Fund Balance
ENTERPRISE FUND

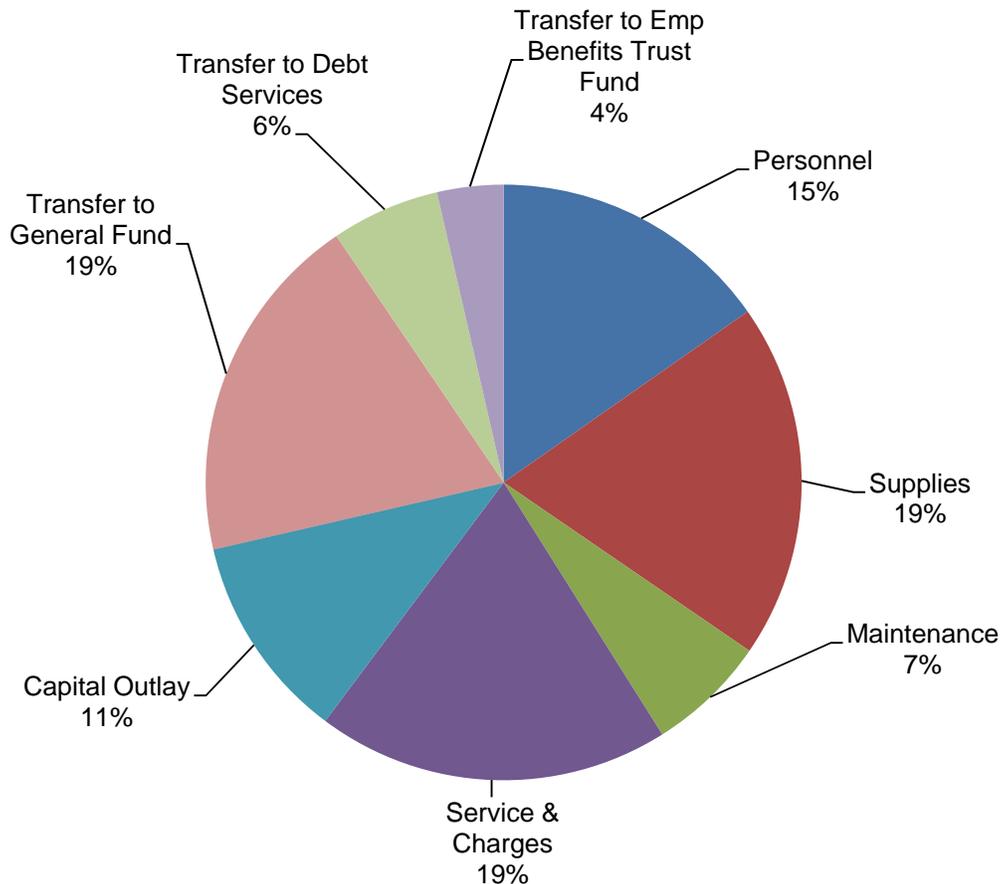
	FY2014 Actuals	Current Budget	FY2015 Projections	FY2016 Base Budget
Operating Revenues:				
Water sales	\$ 4,578,685	\$ 4,500,000	\$ 4,100,000	\$ 4,500,000
Sewer sales	2,372,163	2,370,000	2,100,000	2,370,000
Gas sales	3,578,145	3,250,000	3,250,000	3,265,000
Tap fees	216,414	225,000	209,000	215,000
Reconnect fees	28,040	30,000	21,000	27,500
Interest	(2,413)	5,000	26,000	26,000
Contributions	670,000	670,000	670,000	558,148
Other	153,791	150,000	147,700	153,200
Total Operating Revenues	11,594,825	11,200,000	10,523,700	11,114,848
Expenses:				
Enterprise Administration	3,958,650	2,812,081	2,787,246	3,275,835
Utility Billing	247,155	272,624	284,083	276,509
Water	2,287,950	2,798,450	2,645,071	2,714,614
Wastewater	1,330,055	1,380,261	1,324,532	1,737,906
Gas	1,997,048	2,485,988	2,142,310	2,406,250
Total Operating Expenses	9,820,858	9,749,404	9,183,242	10,411,114
Net Revenue Available for Debt	1,773,967	1,450,596	1,340,458	703,734
Debt Service	245,129	1,313,988	3,312,835	738,350
Total Debt Service	245,129	1,313,988	3,312,835	738,350
Debt Coverage on Total Debt	724%	110%	40%	95%
Non-Operating Revenues (expenses)				
Capital Outlay	13,285	323,000	251,107	1,403,000
Total Non-Operating Revenue	13,285	323,000	251,107	1,403,000
Net Income (Excluding Depr.)	1,515,553	(186,392)	(2,223,484)	(1,437,616)
Beginning Fund Balance	19,791,019	21,306,572	21,306,572	19,083,088
Ending Fund Balance	21,306,572	21,120,180	19,083,088	17,645,472
Fund Balance as % of Operating Costs	217%	210%	202%	149%

CITY OF TOMBALL
600 - Enterprise Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
ENTERPRISE FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5550 MISCELLANEOUS INCOME	\$1,158	\$6,242	\$1,351	\$3,000	\$1,500	\$1,500
5560 RETURNED CHECK FINES	\$927	\$913	\$731	\$1,000	\$700	\$700
5600 WATER SALES	\$4,464,972	\$4,669,354	\$4,578,685	\$4,500,000	\$4,100,000	\$4,500,000
5610 WATER TAPS	\$33,055	\$70,385	\$70,085	\$75,000	\$74,000	\$75,000
5620 WATER RECONNECT FEES	\$27,595	\$31,029	\$28,040	\$30,000	\$21,000	\$27,500
5630 AMP PLAN BALANCE	\$5,685	(\$1,149)	\$92	\$1,000	\$500	\$1,000
5640 SEWER SALES	\$2,262,268	\$2,365,611	\$2,372,163	\$2,370,000	\$2,100,000	\$2,370,000
5650 SEWER TAPS	\$16,495	\$43,635	\$58,495	\$65,000	\$60,000	\$65,000
5670 GAS SALES	\$2,894,447	\$3,061,634	\$3,578,145	\$3,250,000	\$3,250,000	\$3,265,000
5680 GAS TAPS	\$24,446	\$76,650	\$87,834	\$85,000	\$75,000	\$75,000
5690 PENALTIES	\$107,213	\$124,454	\$107,898	\$100,000	\$105,000	\$105,000
5695 ADMINISTRATIVE CHARGES	\$42,124	\$43,412	\$45,063	\$45,000	\$40,000	\$45,000
5741 GAIN (LOSS) SALE CITY PROPERTY	\$0	\$0	(\$1,345)	\$0	\$0	\$0
5770 TEDC CONTRIBUTIONS	\$720,000	\$670,000	\$670,000	\$670,000	\$670,000	\$558,148
5800 INTEREST INCOME	\$33,073	\$11,759	\$6,924	\$5,000	\$26,000	\$26,000
5801 UNREALIZED GAIN ON INVESTMENTS	(\$13,303)	(\$630)	(\$9,337)	\$0	\$0	\$0
TOTAL ENTERPRISE FUND REVENUES	\$10,620,154	\$11,173,299	\$11,594,826	\$11,200,000	\$10,523,700	\$11,114,848

ENTERPRISE FUND EXPENDITURES

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projected	FY 2016 Adopted Budget
Personnel	\$ 1,559,703	\$ 1,803,435	\$ 1,747,772	\$ 1,916,923
Supplies	\$ 2,087,175	\$ 2,455,628	\$ 2,091,473	\$ 2,421,645
Maintenance	\$ 394,622	\$ 412,177	\$ 375,225	\$ 816,075
Service & Charges	\$ 2,131,207	\$ 2,238,933	\$ 2,129,541	\$ 2,404,403
Capital Outlay	\$ 1,420,767	\$ 323,000	\$ 251,107	\$ 1,403,000
Vehicle Repl.	\$ 102,500	\$ 245,063	\$ 245,063	\$ -
Transfer to Capital Projects Fund	\$ (114,428)	\$ 100,000	\$ 100,000	\$ -
Transfer to General Fund	\$ 1,806,049	\$ 2,031,276	\$ 2,031,276	\$ 2,400,125
Transfer to Debt Services	\$ 245,129	\$ 1,313,988	\$ 3,312,835	\$ 738,350
Transfer to Emp Benefits Trust Fund	\$ 446,548	\$ 462,892	\$ 462,892	\$ 451,943
TOTAL	\$ 10,079,272	\$ 11,386,392	\$ 12,747,184	\$ 12,552,464



Utility Administrative

Accomplishments for FY 2014-15

- Completed the installation of NWWTP emergency generator.
- Installed a chlorine injector at the Baker Street water well to improve chlorine residuals in the area.
- Purchased track hoe

Goals and Objectives for FY 2015-16

- Public outreach to inform public about the importance of back flow preventers and maintaining them.
- Update work order system for the utility department to improve efficiency and response time in addressing issues.
- Establish a maintenance crew to exercise valves and maintain lift stations.

Major Budget Items

- Continue the Utility Infrastructure Replacement Program, which is intended to replace aged and undersized utilities, provide adequate fire protection, restore line capacity, and maximize the efficiency of the City's public utility system.
- Vac trailer and valve exerciser

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
600 - ENTERPRISE FUND

DEPARTMENT
611 - ADMINISTRATIVE

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 258,116	\$ 276,437	\$ 264,130	\$ 214,751	\$ 282,987	\$ 253,467	\$ 378,519
Supplies	3,438	3,317	4,451	3,896	4,325	5,210	5,575
Maintenance	161	236	296	656	150	150	150
Services and charges	21,291	21,151	27,042	29,267	30,451	34,251	39,523
Total Operating Expenditures	\$ 283,006	\$ 301,141	\$ 295,919	\$ 248,570	\$ 317,913	\$ 293,078	\$ 423,767
Capital Outlay	-	1,372,567	1,392,523	1,407,482	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	2,393,458	2,274,841	2,695,140	2,302,597	2,494,168	2,494,168	2,852,068
Total Expenditures	\$ 2,676,464	\$ 3,948,549	\$ 4,383,582	\$ 3,958,649	\$ 2,812,081	\$ 2,787,246	\$ 3,275,835

Supplemental Programs	Total
None	

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Public Works Director of Operations	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utility Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Construction Manager	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Inventory Control	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Project Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Administrative Assistant	0.00	0.00	0.00	0.00	1.00	1.00	0.00
Total	3.00	3.00	3.00	3.00	3.00	3.00	4.00

FUND	CITY OF TOMBALL	DEPARTMENT	DIVISION
ENTERPRISE FUND	UTILITY-ADMINISTRATIVE	UTILITY-ADMINISTRATIVE	600-611 UTILITY-ADMINISTRATIVE
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$135,090	\$172,037	\$139,971	\$245,733
6003 WAGES-FULL TIME	\$0	\$53,518	\$53,518	\$55,124
6005 WAGES-OVERTIME	\$0	\$750	\$2,000	\$2,060
6009 WAGES-OTHER	\$6,530	\$0	\$3,087	\$0
6011 VACATION PAY	\$13,105	\$0	\$3,212	\$0
6012 SICK PAY	\$5,370	\$1,163	\$1,613	\$1,165
6019 MISCELLANEOUS PAY	\$1,715	\$1,835	\$1,425	\$1,615
6021 FICA-MED/SS	\$12,488	\$17,909	\$15,873	\$23,851
6022 TMRS-EMPLOYER	\$21,183	\$31,434	\$28,555	\$42,238
6025 WORKER COMPENSATION INSURANCE	\$4,183	\$4,341	\$4,107	\$6,733
6026 UNEMPLOYMENT TAXES	\$414	\$0	\$106	\$0
6040 OTHER POST EMPLOYMENT BEN.	\$14,674	\$0	\$0	\$0
PERSONNEL SERVICES	\$214,751	\$282,987	\$253,467	\$378,519
6101 OFFICE & COMPUTER SUPPLIES	\$586	\$975	\$975	\$975
6102 EDUCATIONAL SUPPLIES	\$86	\$0	\$0	\$800
6103 COMPUTER SUPPLIES	\$0	\$0	\$0	\$400
6105 FOOD SUPPLIES	\$670	\$500	\$500	\$500
6107 CLOTHING AND UNIFORMS	\$61	\$150	\$385	\$150
6108 FUEL, OIL AND LUBRICANTS	\$2,446	\$2,250	\$1,800	\$2,300
6109 POSTAGE	\$0	\$100	\$50	\$100
6119 OTHER SUPPLIES	\$47	\$350	\$1,500	\$350
SUPPLIES	\$3,896	\$4,325	\$5,210	\$5,575
6205 VEHICLE EQUIPMENT MAINTENANCE	\$656	\$150	\$150	\$150
REPAIRS AND MAINTENANCE	\$656	\$150	\$150	\$150

FUND	CITY OF TOMBALL		DIVISION
ENTERPRISE FUND	DEPARTMENT		600-611 UTILITY- ADMINISTRATIVE
	UTILITY-ADMINISTRATIVE		
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6312 COMMUNICATION SERVICES	\$23,485	\$22,800	\$28,000	\$30,432
6332 TRAVEL AND MEALS	\$0	\$1,000	\$800	\$1,500
6333 DUES AND SUBSCRIPTIONS	\$157	\$1,051	\$1,051	\$1,291
6334 AUTOMOBILE ALLOWANCES	\$4,800	\$4,800	\$3,600	\$4,800
6337 TRAINING	\$825	\$550	\$550	\$1,250
6362 PERMITS AND LICENSES	\$0	\$250	\$250	\$250
SERVICES AND CHARGES	\$29,267	\$30,451	\$34,251	\$39,523
6410 DEPRECIATION EXPENSE	\$1,407,482	\$0	\$0	\$0
CAPITAL OUTLAY	\$1,407,482	\$0	\$0	\$0
6691 TRANSFERS OUT	\$1,806,049	\$2,031,276	\$2,031,276	\$2,400,125
6692 TRANSFER TO EMP. BEN. TRUST	\$446,548	\$462,892	\$462,892	\$451,943
6998 TRANSFER TO FLEET REPLACEMENT	\$50,000	\$0	\$0	\$0
TRANSFERS	\$2,302,597	\$2,494,168	\$2,494,168	\$2,852,068
TOTAL UTILITY-ADMINISTRATIVE	\$3,958,650	\$2,812,081	\$2,787,246	\$3,275,835

Utility Billing Department

DEPARTMENT MISSION

To actively pursue, maintain, and present a friendly, professional and efficient customer service department by being sensitive to customer needs and dedicated to their satisfaction. Also being committed to continuing education, attending seminars and have department interaction to provide responsive service to the customers.

Accomplishments for FY 14-2015

- Bills were mailed by the 5th working day at the month 100% of the time.
- We accomplished the 24 hour turn around on the service orders 100% of the time.
- Implemented statement billing
- Implemented e-billing

Goals and Objectives for FY 15-2016

- Process monthly bills by the 5th working day of the month 100% of the time.
- Develop a testing schedule on 15% of the large meters annually.
- Strive to have a 24 hour turn around on service order completion 100% of the time.
- Continue to increase training for department employees through Career Track courses, Skill Path courses and City training.
- Improve the department's image through training and education.
- Develop tools to measure customer service such as questionnaires and surveys.

Major Budget Items

- Postage (\$20,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
600 - ENTERPRISE FUND

DEPARTMENT
612 - UTILITY BILLING

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 250,211	\$ 229,713	\$ 200,136	\$ 205,226	\$ 199,539	\$ 216,345	\$ 193,204
Supplies	32,501	25,350	29,143	24,730	51,665	41,413	30,530
Maintenance	793	311	262	428	6,825	6,675	7,125
Services and charges	6,035	8,966	25,116	16,771	14,595	19,650	45,650
Total Operating Expenditures	\$ 289,540	\$ 264,340	\$ 254,657	\$ 247,155	\$ 272,624	\$ 284,083	\$ 276,509
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	\$ 289,540	\$ 264,340	\$ 254,657	\$ 247,155	\$ 272,624	\$ 284,083	\$ 276,509

Supplemental Programs Total
None

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Billing Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Customer Service Specalists	3.00	3.00	3.00	3.00	2.00	2.00	2.00
Utilities Serviceperson	2.00	2.00	2.00	2.00	1.00	1.00	1.00
Total	6.00	6.00	6.00	6.00	4.00	4.00	4.00

FUND	CITY OF TOMBALL	DEPARTMENT	DIVISION
ENTERPRISE FUND	UTILITY BILLING	UTILITY BILLING	600-612 UTILITY BILLING
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$44,220	\$43,389	\$41,992	\$44,690
6003 WAGES-FULL TIME	\$93,328	\$115,107	\$109,282	\$109,669
6005 WAGES-OVERTIME	\$2,000	\$1,750	\$5,203	\$1,803
6009 WAGES-OTHER	\$8,505	\$0	\$3,897	\$0
6011 VACATION PAY	\$11,345	\$0	\$5,466	\$0
6012 SICK PAY	\$6,893	\$1,204	\$9,996	\$604
6019 MISCELLANEOUS PAY	\$2,800	\$2,120	\$1,790	\$1,065
6021 FICA-S.S. & MEDICARE TAXES	\$12,427	\$12,513	\$13,380	\$12,098
6022 TMRS-EMPLOYER	\$21,290	\$21,964	\$24,022	\$21,425
6025 WORKER COMPENSATION INS.	\$1,383	\$1,492	\$1,317	\$1,850
6026 STATE UNEMPLOYMENT TAXES	\$1,035	\$0	\$0	\$0
PERSONNEL SERVICES	\$205,226	\$199,539	\$216,345	\$193,204
6101 OFFICE & COMPUTER SUPPLIES	\$3,930	\$27,480	\$17,000	\$4,980
6105 FOOD SUPPLIES	\$0	\$0	\$63	\$0
6106 MATERIALS AND PARTS	\$0	\$800	\$600	\$800
6107 CLOTHING AND UNIFORMS	\$584	\$1,750	\$1,750	\$1,750
6108 FUEL, OIL AND LUBRICANTS	\$2,315	\$3,500	\$2,500	\$2,500
6109 POSTAGE	\$18,877	\$18,000	\$19,000	\$20,000
6119 OTHER SUPPLIES	(\$976)	\$135	\$500	\$500
SUPPLIES	\$24,730	\$51,665	\$41,413	\$30,530
6201 OFFICE EQUIPMENT MAINTENANCE	\$0	\$1,000	\$750	\$1,000
6203 RADIO EQUIPMENT MAINTENANCE	\$0	\$5,225	\$5,225	\$5,225
6205 VEHICLE MAINTENANCE	\$428	\$600	\$100	\$300
6219 OTHER MAINTENANCE	\$0	\$0	\$600	\$600
REPAIRS AND MAINTENANCE	\$428	\$6,825	\$6,675	\$7,125

FUND	CITY OF TOMBALL		DIVISION
ENTERPRISE FUND	DEPARTMENT		600-612 UTILITY BILLING
	UTILITY BILLING		
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROFESSIONAL SERVICES,OTHER	\$0	\$0	\$0	\$25,000
6312 COMMUNICATION SERVICES	\$722	\$600	\$750	\$750
6320 SOFTWARE SERVICE	\$4,870	\$0	\$0	\$0
6329 OTHER SERVICES	\$11,027	\$4,000	\$7,500	\$8,000
6332 TRAVEL AND MEALS	\$83	\$1,400	\$1,400	\$1,400
6333 DUES AND SUBSCRIPTIONS	\$70	\$70	\$500	\$500
6337 TRAINING	\$0	\$1,750	\$1,500	\$1,500
6362 PERMITS AND LICENSES	\$0	\$6,775	\$8,000	\$8,500
SERVICES AND CHARGES	\$16,771	\$14,595	\$19,650	\$45,650
TOTAL UTILITY BILLING	\$247,155	\$272,624	\$284,083	\$276,509

Utility - Water

Accomplishments for FY 2014-15

- Completed installation of approximately 1,600 LF of 12" C900 water main on Hufsmith-Khorville for the construction of the new Tomball Business and Technology Park
- Installed chlorine injector at Baker Street elevated tower site to stabilize chlorine residuals in the area.

Goals and Objectives for FY 2015-16

- Complete and adopt a departmental policy regarding temporary meter and Bulk water metering system.
- Install chlorine booster station at the south side of town (Boudreaux Estates).
- Establish a CCN (Certificate of Convenience and Necessity) for water and sewer service.

Major Budget Items

- Update and improve temporary meter / Bulk water metering system (\$60,000)
- Chlorine booster station S. side - satellite chlorine station for area south of Holderrieth (\$218,000)
- Water Meter conversion to AMR completion. (\$100,000)
- CCN (Certificate of Convenience and Necessity) application and permitting - (\$15,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
600 - ENTERPRISE FUND

DEPARTMENT
613 - WATER

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 347,074	\$ 352,436	\$ 379,189	\$ 376,188	\$ 429,205	\$ 421,996	\$ 433,639
Supplies	160,228	184,576	223,071	188,221	217,300	211,300	274,300
Maintenance	119,959	163,826	249,798	51,415	171,200	171,100	179,500
Services and charges	1,878,140	1,686,187	1,727,777	1,676,164	1,813,555	1,673,485	1,827,175
Total Operating Expenditures	\$ 2,505,401	\$ 2,387,025	\$ 2,579,835	\$ 2,291,988	\$ 2,631,260	\$ 2,477,881	\$ 2,714,614
Capital Outlay	-	-	850	8,715	-	376	636,000
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	43,827	386,189	36,052	(4,038)	167,190	167,190	-
Total Expenditures	\$ 2,549,228	\$ 2,773,214	\$ 2,616,737	\$ 2,296,665	\$ 2,798,450	\$ 2,645,447	\$ 3,350,614

Supplemental Programs	Total
CL2 Booster Station - South Side	\$ 218,000
Water and Gas Meter Conversions to Complete AMR	\$ 200,000
Temporary Meter Program	\$ 60,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Foreman	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Crew Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Serviceman	3.00	3.00	3.00	3.00	4.00	4.00	4.00
Locator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utilities Laborer*	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Total	7.20	7.20	7.20	7.20	8.20	8.20	8.20

*Equivalent of 1 full time person using part time summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departmen

FUND	CITY OF TOMBALL	DEPARTMENT	DIVISION
ENTERPRISE FUND	UTILITY-WATER	600-613 UTILITY-WATER	
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES-FULL TIME	\$234,434	\$311,605	\$282,994	\$314,287
6004 WAGES-PART TIME	\$4,964	\$4,500	\$8,640	\$4,635
6005 WAGES-OVERTIME	\$6,487	\$9,500	\$11,500	\$9,785
6006 WAGES-ON CALL	\$19,430	\$15,000	\$15,000	\$15,450
6009 WAGES-OTHER	\$14,057	\$0	\$8,288	\$0
6011 VACATION PAY	\$16,075	\$0	\$9,027	\$0
6012 SICK PAY	\$6,285	\$2,713	\$3,452	\$556
6013 EMERGENCY PAY	\$124	\$0	\$22	\$0
6019 MISCELLANEOUS PAY	\$3,655	\$3,700	\$3,700	\$3,645
6021 FICA-MED/SS	\$22,402	\$26,547	\$25,629	\$26,686
6022 TMRS-EMPLOYER	\$37,974	\$45,992	\$45,111	\$46,631
6025 WORKER COMPENSATION INSURANCE	\$8,902	\$9,648	\$8,546	\$11,964
6026 UNEMPLOYMENT TAXES	\$1,401	\$0	\$87	\$0
PERSONNEL SERVICES	\$376,188	\$429,205	\$421,996	\$433,639
6101 OFFICE SUPPLIES	\$25	\$0	\$0	\$0
6106 MATERIALS AND PARTS	\$97,673	\$80,000	\$80,000	\$140,000
6107 CLOTHING AND UNIFORMS	\$2,100	\$3,300	\$3,300	\$3,300
6108 FUEL, OIL AND LUBRICANTS	\$22,736	\$22,000	\$19,000	\$22,000
6110 CHEMICAL SUPPLIES	\$55,553	\$102,000	\$100,000	\$100,000
6119 OTHER SUPPLIES	\$10,136	\$10,000	\$9,000	\$9,000
SUPPLIES	\$188,221	\$217,300	\$211,300	\$274,300
6203 RADIO EQUIPMENT MAINTENANCE	\$88	\$0	\$0	\$0
6204 OTHER EQUIPMENT MAINTENANCE	\$4,962	\$2,900	\$2,500	\$2,500
6205 VEHICLE MAINTENANCE	\$2,892	\$1,800	\$2,100	\$2,000
6207 SYSTEM MAINTENANCE	\$43,474	\$166,500	\$166,500	\$175,000
REPAIRS AND MAINTENANCE	\$51,415	\$171,200	\$171,100	\$179,500
6304 PROFESSIONAL SERVICES,OTHER	\$9,791	\$19,000	\$28,000	\$29,000
6305 N.HARRIS CTY.REG.WATER AUTH.	\$1,453,998	\$1,550,000	\$1,400,000	\$1,550,000
6312 COMMUNICATION SERVICES	\$2,280	\$2,100	\$2,100	\$2,100
6313 UTILITIES-ELECTRIC	\$184,031	\$211,500	\$211,000	\$200,000
6316 PRINTING AND BINDING	\$974	\$1,825	\$1,825	\$1,825
6329 OTHER SERVICES	\$0	\$0	\$360	\$15,000

FUND	CITY OF TOMBALL	DEPARTMENT	DIVISION
ENTERPRISE FUND	UTILITY-WATER	600-613 UTILITY-WATER	
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6332 TRAVEL AND MEALS	\$76	\$100	\$370	\$300
6333 DUES AND SUBSCRIPTIONS	\$100	\$750	\$750	\$750
6335 ADVERTISING COST	\$814	\$850	\$850	\$850
6336 EQUIPMENT RENTALS	\$130	\$130	\$130	\$150
6337 TRAINING	\$2,155	\$3,500	\$3,500	\$3,500
6361 STUDIES AND ANALYSIS	\$7,099	\$8,600	\$9,400	\$8,500
6362 PERMITS AND LICENSES	\$14,716	\$15,200	\$15,200	\$15,200
SERVICES AND CHARGES	\$1,676,164	\$1,813,555	\$1,673,485	\$1,827,175
6403 MACHINERY AND EQUIPMENT	\$8,715	\$0	\$0	\$436,000
6409 SYSTEM EXPANSION	\$0	\$0	\$376	\$200,000
CAPITAL OUTLAY	\$8,715	\$0	\$376	\$636,000
6998 TRANSFER TO FLEET REPLACEMENT	\$26,250	\$67,190	\$67,190	\$0
6999 TRANSFER TO CAPITAL PROJ. FUND	(\$30,288)	\$100,000	\$100,000	\$0
TRANSFERS	(\$4,038)	\$167,190	\$167,190	\$0
TOTAL UTILITY-WATER	\$2,296,665	\$2,798,450	\$2,645,447	\$3,350,614

Utility Wastewater

Accomplishments for FY 2014-15

- Completed the installation of emergency generator for NWWTP
- Completed the replacement of rotors at the SWWTP

Goals and Objectives for FY 2015-16

- Complete design and improvements to the Hunterwood and Hicks Road lift stations.
- Complete the Critical needs Assessment and begin implementing the recommendations of the assessment.

Major Budget Items

- Rehabilitation of Lift Stations at Hicks Road and Hunterwood Subdivision (\$250,000)
- Sanitary Sewer camera, cleaning and slip lining program. - (\$250,000)
- NWWTP drive entrance improvements - (\$100,000)
- Critical Needs Assessment for WWTPs - (\$80,000)
- CCN (Certificate of Convenience and Necessity) application and permitting - (\$15,000)
- Trailer Mounted Vac and Valve Maintenance trailer - (\$100,000)
- Major repair and maintenance needs for WWTP - (N. plant - \$450,000, S. plant - \$200,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
600 - ENTERPRISE FUND

DEPARTMENT
614 - WASTEWATER

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 518,776	\$ 450,002	\$ 492,903	\$ 492,984	\$ 545,704	\$ 531,940	\$ 559,426
Supplies	82,387	128,267	78,652	122,595	125,900	110,612	111,300
Maintenance	334,768	164,232	95,453	340,036	228,477	183,500	623,500
Services and charges	291,532	350,851	387,895	370,448	334,180	352,480	443,680
Total Operating Expenditures	\$ 1,227,463	\$ 1,093,352	\$ 1,054,903	\$ 1,326,063	\$ 1,234,261	\$ 1,178,532	\$ 1,737,906
Capital Outlay	-	25,311	34,984	3,536	323,000	250,356	750,000
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	344,308	251,559	3,993	146,000	146,000	-
Total Expenditures	\$ 1,227,463	\$ 1,462,971	\$ 1,341,446	\$ 1,333,592	\$ 1,703,261	\$ 1,574,888	\$ 2,487,906

Supplemental Programs	Total
Critical Needs Assessment for WWTPS	\$ 80,000
CCN Application and Permitting	\$ 30,000
Upgrades to North Waste Water Plant	\$ 450,000
Upgrades to South Waste Water Plant	\$ 200,000
Sanitary Sewer T.V. & C. Point Repairs, Lining	\$ 250,000
Trailer Mounted Vac and Valve Maintenance Trailer	\$ 100,000
Pave Roadway/Entrance to NWWTP	\$ 100,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Crew Chief	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Plant Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plant Operator	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Servicesman	5.00	5.00	4.00	4.00	4.00	4.00	4.00
Part Time Laborer*	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Total	11.20	11.20	10.20	10.20	10.20	10.20	10.20

*Equivalent of 1 full time person using part time summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departmen

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
ENTERPRISE FUND	UTILITY-SEWER	600-614 UTILITY-WASTEWATER
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES-FULL TIME	\$308,444	\$398,840	\$370,961	\$407,524
6004 WAGES-PART TIME	\$2,851	\$4,500	\$4,635	\$4,635
6005 WAGES-OVERTIME	\$19,844	\$20,400	\$16,000	\$15,862
6006 WAGES-ON CALL	\$22,397	\$15,000	\$20,400	\$20,600
6009 WAGES-OTHER	\$17,203	\$0	\$8,825	\$0
6011 VACATION PAY	\$18,814	\$0	\$7,216	\$0
6012 SICK PAY	\$9,995	\$2,429	\$3,088	\$1,365
6013 EMERGENCY PAY	\$412	\$0	\$128	\$0
6019 MISCELLANEOUS PAY	\$3,110	\$3,475	\$3,260	\$3,815
6021 FICA-MED/SS	\$30,187	\$34,015	\$32,857	\$34,791
6022 TMRS-EMPLOYER	\$51,008	\$59,101	\$58,032	\$60,984
6025 WORKER COMPENSATION INSURANCE	\$6,594	\$7,944	\$6,330	\$9,850
6026 UNEMPLOYMENT TAXES	\$2,125	\$0	\$208	\$0
PERSONNEL SERVICES	\$492,984	\$545,704	\$531,940	\$559,426
6101 OFFICE & COMPUTER SUPPLIES	\$0	\$100	\$120	\$100
6106 MATERIALS AND PARTS	\$18,954	\$9,800	\$9,800	\$10,500
6107 CLOTHING AND UNIFORMS	\$3,534	\$4,600	\$4,600	\$4,600
6108 FUEL, OIL AND LUBRICANTS	\$22,685	\$25,000	\$20,000	\$20,000
6109 POSTAGE	\$12	\$0	\$92	\$100
6110 CHEMICAL SUPPLIES	\$71,365	\$78,000	\$70,000	\$70,000
6119 OTHER SUPPLIES	\$6,043	\$8,400	\$6,000	\$6,000
SUPPLIES	\$122,595	\$125,900	\$110,612	\$111,300
6203 RADIO EQUIPMENT MAINTENANCE	\$88	\$0	\$0	\$0
6204 OTHER EQUIPMENT MAINTENANCE	\$12,809	\$12,000	\$12,000	\$12,000
6205 VEHICLE MAINTENANCE	\$7,403	\$2,500	\$2,500	\$2,500
6207 SYSTEM MAINTENANCE	\$319,736	\$213,977	\$169,000	\$509,000
6219 OTHER MAINTENANCE	\$0	\$0	\$0	\$100,000
REPAIRS AND MAINTENANCE	\$340,036	\$228,477	\$183,500	\$623,500

FUND	CITY OF TOMBALL DEPARTMENT		DIVISION	
ENTERPRISE FUND	UTILITY-SEWER		600-614 UTILITY-WASTEWATER	
DETAILS				

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROFESSIONAL SERVICES, OTHER	\$41,900	\$10,000	\$20,000	\$20,000
6312 COMMUNICATION SERVICES	\$2,358	\$2,800	\$2,800	\$2,800
6313 UTILITIES-ELECTRIC	\$183,668	\$180,000	\$170,000	\$170,000
6329 OTHER SERVICES	\$62,736	\$55,000	\$73,800	\$55,000
6333 DUES AND SUBSCRIPTIONS	\$310	\$880	\$880	\$880
6336 EQUIPMENT RENTALS	\$0	\$500	\$0	\$0
6337 TRAINING	\$2,451	\$3,000	\$3,000	\$3,000
6361 STUDIES AND ANALYSIS	\$49,210	\$42,000	\$42,000	\$122,000
6362 PERMITS AND LICENSES	\$27,816	\$40,000	\$40,000	\$70,000
SERVICES AND CHARGES	\$370,448	\$334,180	\$352,480	\$443,680
6403 MACHINERY AND EQUIPMENT	\$0	\$323,000	\$250,356	\$750,000
6409 SYSTEM EXPANSION	\$3,536	\$0	\$0	\$0
CAPITAL OUTLAY	\$3,536	\$323,000	\$250,356	\$750,000
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$146,000	\$146,000	\$0
6999 TRANSFER TO CAPITAL PROJ. FUND	\$3,993	\$0	\$0	\$0
TRANSFERS	\$3,993	\$146,000	\$146,000	\$0
TOTAL UTILITY-SEWER	\$1,333,591	\$1,703,261	\$1,574,888	\$2,487,906

Utility Gas

Accomplishments for FY 2014-15

- Completed installation of approx. 1,600 LF of 6" poly gas main on Hufsmith-Kohrville for the construction of the new Tomball Business and Technology Park.

Goals and Objectives for FY 2015-16

- Ensure compliance with the Railroad Commission's new DIMP program, thereby maintaining the excellent standing that the City's gas distribution system has with the State.

Major Budget Items

- Gas meter conversion to AMR completion. (\$100,000)
- Natural Gas detector. (\$17,000)

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
600 - ENTERPRISE FUND

DEPARTMENT
615 - GAS

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016
	Actual	Actual	Actual	Actual	Budget	Projections	Budget
Personnel services	\$ 324,646	\$ 311,481	\$ 282,634	\$ 270,554	\$ 346,000	\$ 324,024	\$ 352,135
Supplies	1,379,274	1,093,528	1,236,895	1,747,733	2,056,438	1,722,938	1,999,940
Maintenance	56,986	1,940	2,388	2,087	5,525	13,800	5,800
Services and charges	40,483	31,998	52,045	38,557	45,152	49,675	48,375
Total Operating Expenditures	\$ 1,801,389	\$ 1,438,947	\$ 1,573,962	\$ 2,058,931	\$ 2,453,115	\$ 2,110,437	\$ 2,406,250
Capital Outlay	-	-	-	1,034	-	375	17,000
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	507,530	(2,790)	(61,883)	31,873	31,873	-
Total Expenditures	\$ 1,801,389	\$ 1,946,477	\$ 1,571,172	\$ 1,998,082	\$ 2,484,988	\$ 2,142,685	\$ 2,423,250

Supplemental Programs	Total
Natural Gas Detector	\$ 17,000

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Gas Foreman	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utilities Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utilities Crew Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utilities Services Person	3.00	3.00	3.00	3.00	3.00	3.00	3.00
PT Laborer	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Total	6.20						

*Equivalent of 1 full time person using part time summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departmen

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
ENTERPRISE FUND	UTILITY-GAS	600-615 UTILITY-GAS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES-FULL TIME	\$161,703	\$253,552	\$223,189	\$254,021
6004 WAGES-PART TIME	\$1,200	\$4,500	\$5,557	\$4,635
6005 WAGES-OVERTIME	\$14,642	\$8,000	\$10,000	\$8,240
6006 WAGES-ON CALL	\$10,805	\$15,000	\$15,000	\$15,450
6009 WAGES-OTHER	\$9,662	\$0	\$4,675	\$0
6011 VACATION PAY	\$13,454	\$0	\$4,255	\$0
6012 SICK PAY	\$6,451	\$498	\$1,277	\$3,259
6013 EMERGENCY PAY	\$2,151	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$2,060	\$2,335	\$1,515	\$2,450
6021 FICA-MED/SS	\$16,392	\$21,717	\$20,003	\$22,062
6022 TMRS-EMPLOYER	\$27,940	\$37,515	\$35,258	\$38,443
6025 WORKER COMPENSATION INSURANCE	\$2,923	\$2,883	\$3,092	\$3,575
6026 UNEMPLOYMENT TAXES	\$1,170	\$0	\$203	\$0
PERSONNEL SERVICES	\$270,554	\$346,000	\$324,024	\$352,135
6101 OFFICE SUPPLIES	\$160	\$138	\$138	\$140
6105 FOOD SUPPLIES	\$50	\$0	\$0	\$0
6106 MATERIALS AND PARTS	\$76,562	\$60,000	\$82,000	\$60,000
6107 CLOTHING AND UNIFORMS	\$2,896	\$3,000	\$3,000	\$3,000
6108 FUEL, OIL AND LUBRICANTS	\$14,064	\$15,000	\$15,000	\$14,000
6110 CHEMICAL SUPPLIES	\$2,862	\$2,800	\$2,800	\$2,800
6119 OTHER SUPPLIES	\$21,576	\$25,500	\$20,000	\$20,000
6129 GAS PURCHASES	\$1,629,561	\$1,950,000	\$1,600,000	\$1,900,000
SUPPLIES	\$1,747,733	\$2,056,438	\$1,722,938	\$1,999,940
6203 RADIO EQUIPMENT MAINTENANCE	\$88	\$0	\$0	\$0
6204 OTHER EQUIPMENT MAINTENANCE	\$1,018	\$1,200	\$0	\$0
6205 VEHICLE MAINTENANCE	\$563	\$875	\$800	\$800
6207 SYSTEM MAINTENANCE	\$419	\$3,000	\$13,000	\$5,000
6219 OTHER MAINTENANCE	\$0	\$450	\$0	\$0
REPAIRS AND MAINTENANCE	\$2,087	\$5,525	\$13,800	\$5,800
6304 PROFESSIONAL SERVICES, OTHER	\$8,975	\$12,500	\$12,000	\$12,000
6312 COMMUNICATION SERVICES	\$2,085	\$2,800	\$2,500	\$2,500
6313 UTILITIES-ELECTRIC	\$2,059	\$1,800	\$1,800	\$1,800

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
ENTERPRISE FUND	UTILITY-GAS	600-615 UTILITY-GAS
DETAILS		

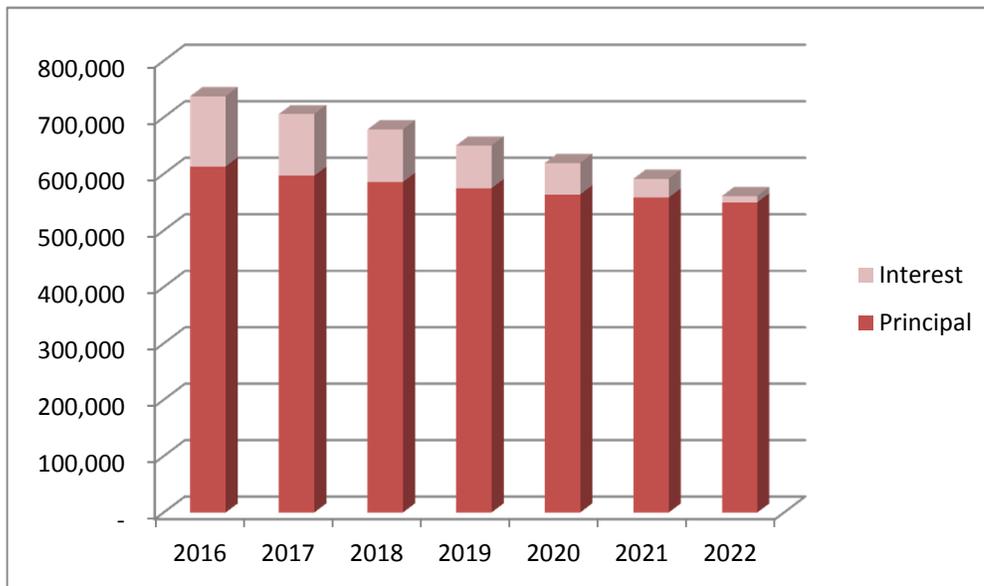
LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6322 INSPECTION SERVICES	\$0	\$4,000	\$4,000	\$4,000
6329 OTHER SERVICES	\$3,488	\$3,000	\$4,000	\$3,000
6332 TRAVEL AND MEALS	\$57	\$0	\$0	\$0
6333 DUES AND SUBSCRIPTIONS	\$2,379	\$1,250	\$1,250	\$1,250
6335 ADVERTISING COST	\$222	\$225	\$225	\$225
6336 EQUIPMENT RENTALS	\$0	\$250	\$3,100	\$3,100
6337 TRAINING	\$16,615	\$18,000	\$18,000	\$18,000
6362 PERMITS AND LICENSES	\$2,676	\$2,327	\$2,800	\$2,500
SERVICES AND CHARGES	\$38,557	\$46,152	\$49,675	\$48,375
6403 MACHINERY AND EQUIPMENT	\$0	\$0	\$0	\$17,000
6409 SYSTEM EXPANSION	\$1,034	\$0	\$375	\$0
CAPITAL OUTLAY	\$1,034	\$0	\$375	\$17,000
6998 TRANSFER TO FLEET REPLACEMENT	\$26,250	\$31,873	\$31,873	\$0
6999 TRANSFER TO CAPITAL PROJ. FUND	(\$88,133)	\$0	\$0	\$0
TRANSFERS	(\$61,883)	\$31,873	\$31,873	\$0
TOTAL UTILITY-GAS	\$1,998,082	\$2,485,988	\$2,142,685	\$2,423,250

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
ENTERPRISE FUND	DEBT	600-616 DEBT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6901 INTEREST - BONDS	\$240,864	\$228,783	\$215,167	\$124,280
6906 BOND FEES AND COST	\$4,265	\$3,205	\$5,668	\$820
6911 PRINCIPAL - BONDS	\$0	\$1,082,000	\$3,092,000	\$613,250
DEBT	\$245,129	\$1,313,988	\$3,312,835	\$738,350
TOTAL DEBT	\$245,129	\$1,313,988	\$3,312,835	\$738,350

**City of Tomball
Enterprise Fund
Consolidated Debt Payment Schedule
2015-2016 Annual Budget**

Fiscal Year	Principal	Interest	Total
2016	613,250	124,279	737,529
2017	596,750	109,154	705,904
2018	585,750	92,909	678,659
2019	574,750	75,501	650,251
2020	563,750	55,605	619,355
2021	558,250	33,165	591,415
2022	550,000	11,000	561,000
Total	\$ 4,042,500	\$ 501,614	\$ 4,544,114



City of Tomball

Series 2011 General Obligation Refunding Bonds- Enterprise Portion

\$8,650,000 - Tax Supported 45%, Utility System 55%

Issue Date : July 1, 2011

Fiscal				Total
Year	Principal	Coupon	Interest	P & I
2016	613,250	2.500%	124,279	737,529
2017	596,750	2.500%	109,154	705,904
2018	585,750	3.000%	92,909	678,659
2019	574,750	3.000%	75,501	650,251
2020	563,750	4.000%	55,605	619,355
2021	558,250	4.000%	33,165	591,415
2022	550,000	4.000%	11,000	561,000
Total	\$ 4,042,500		\$ 501,614	\$ 4,544,114

Debt Service Fund

Fund Description

The debt service fund, also known as the interest and sinking fund, is established by ordinance authorizing the issuance of bonds and providing for the payment of bond principal and interest as they come due. In the General Obligation Debt Service fund, an ad valorem (property) tax rate and tax levy is required to be computed and levied that will be sufficient to produce the money to satisfy annual debt service requirements. General Obligation related debt of the City of Tomball carries a “AA+” rating from Standard and Poor’s and “Aa3” from Moody’s Investors Services.

Fund Narrative

The City paid \$2,198,000 toward bond principal on its outstanding tax supported debt as well as \$835,674 in interest. The City also paid \$563,760 as final payment on the existing capital lease on a fire truck purchased in 2011. Projected ending fund balance for FY 2015 of \$3,089,182 represents 88% of FY 2016 principal and interest payments on debt. Total debt service payments including fiscal charges for FY 2016 are budgeted at \$3,511,942. The projected ending fund balance for FY 2016 is \$ 3,751,753.

The City issued \$14,500,000 in General Obligation Certificates of obligation to fund two projects, the extension of Medical Complex Drive to Cherry Street and the completion of the M121 Drainage channel, during FY 2012. A \$0.09 cent increase to \$0.23 cents in the Debt Service tax rate was approved to service this debt. The City issued \$8,500,000 in new bonds for a Business Park and refinanced \$6,370,000 of outstanding debt, during FY 2013. In FY 2015 the City entered into a new capital lease in the amount of \$800,000 to finance the purchase of a new fire truck.

Shown below is the City’s debt position as of the beginning of FY 2016.

Total outstanding general obligation debt	\$33,120,000
Less self-supporting debt from the Enterprise Fund	<u>4,042,500</u>
NET OUTSTANDING GENERAL OBLIGATION DEBT	<u>\$29,077,500</u>

The City’s legal capacity for additional debt is very large. Rules promulgated by the Office of the Attorney General of Texas stipulate that such Office will not approve tax bonds of any city unless the city can demonstrate its ability to pay debt service requirements on all outstanding tax debt, including the issue to be approved, from a levy of \$0.23 per \$100 of valuation. The City does not have a debt limit outlined in its Charter.

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

300 - DEBT SERVICE FUND

300 - DEBT SERVICE

	FY2014 Actual	FY2015 Current Budget	FY2015 Projections	FY2016 Adopted Budget
Revenues:				
Current taxes	\$ 3,328,716	\$ 3,350,000	\$ 3,500,000	\$ 3,600,000
Delinquent taxes	20,436	40,000	20,000	25,000
Penalty and interest	22,130	20,000	15,000	20,000
Interest	1,333	1,500	1,500	1,500
TEDC Contributions	534,816	524,913	524,913	528,013
Total Revenues	3,907,431	3,936,413	4,061,413	4,174,513
Expenditures:				
Principal	2,144,750	2,198,000	2,198,000	2,216,750
Interest	955,817	883,490	854,624	1,214,684
Payoff 2011 Fire Truck Lease	-	603,528	544,812	-
Lease Payment- Fire Truck	65,580	-	-	68,858
Fees	8,113	17,150	11,650	11,650
Total Expenditures	3,174,260	3,702,168	3,609,086	3,511,942
Other Sources/(Uses):				
Transfers in/Transfers Out (net)	-	535,424	-	-
Total Other Sources/(Uses)	-	535,424	-	-
Revenues Over/(Under) Expenditures	733,171	769,669	452,327	662,571
Beginning Fund Balance	1,903,684	2,636,855	2,636,855	3,089,182
Ending Fund Balance	\$ 2,636,855	\$ 3,406,524	\$ 3,089,182	\$ 3,751,753
Ending FB as % of Next Year's Debt Service Requirement	73%	97%	88%	107%

CITY OF TOMBALL
300 - Debt Service Fund Revenue Detail

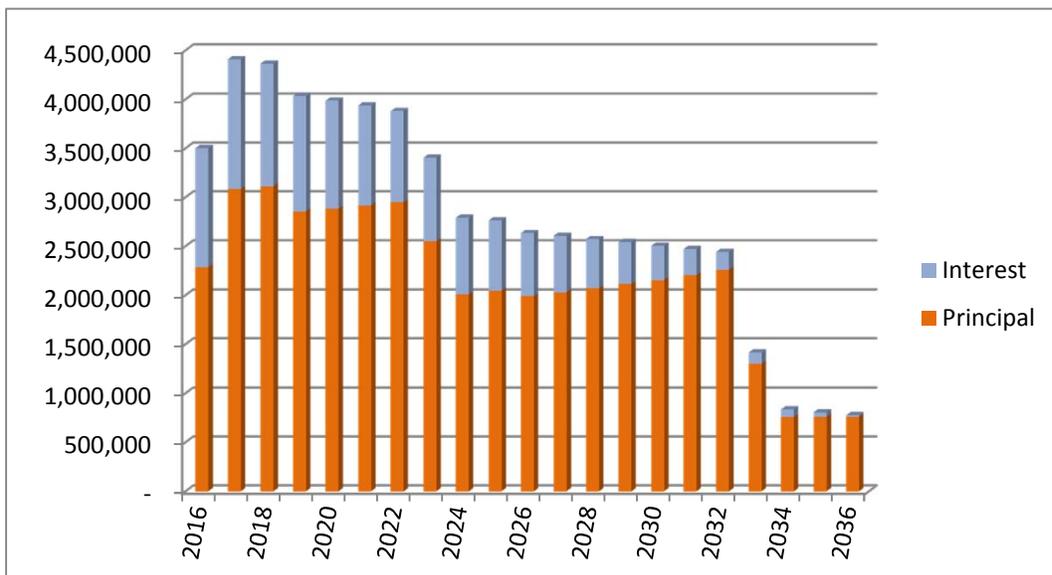
	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
DEBT SERVICE FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5110 CURRENT TAXES	\$2,569,053	\$3,092,024	\$3,328,716	\$3,350,000	\$3,500,000	\$3,600,000
5120 DELINQUENT TAXES	\$108,465	\$50,042	\$20,436	\$40,000	\$20,000	\$25,000
5130 PENALTY, INTEREST, ATTY FEES	\$25,706	\$22,350	\$22,130	\$20,000	\$15,000	\$20,000
5770 TEDC CONTRIBUTIONS	\$0	\$0	\$534,816	\$524,913	\$524,913	\$528,013
5800 INTEREST INCOME	\$2,273	\$2,131	\$1,334	\$1,500	\$1,500	\$1,500
5900 BOND PROCEEDS	\$0	\$5,770,500	\$0	\$0	\$0	\$0
5901 PREMIUM ON BONDS	\$0	\$35,627	\$0	\$0	\$0	\$0
5961 TRANSFERS IN	\$0	\$0	\$0	\$535,424	\$0	\$0
TOTAL DEBT SERVICE FUND REVENUES	\$2,705,502	\$8,972,675	\$3,907,431	\$4,471,837	\$4,061,413	\$4,174,513

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
DEBT SERVICE FUND	DEBT SERVICE	300-300 DEBT SERVICE
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6901 INTEREST-BONDS	\$955,817	\$883,490	\$854,624	\$1,214,684
6906 BOND FEES & COST	\$8,113	\$17,150	\$11,650	\$11,650
6911 PRINCIPAL-BONDS	\$2,144,750	\$2,198,000	\$2,198,000	\$2,216,750
6915 CAPITAL LEASE PAYMENTS	\$65,580	\$603,528	\$544,812	\$68,858
DEBT	\$3,174,259	\$3,702,168	\$3,609,086	\$3,511,942
TOTAL DEBT SERVICE	\$3,174,259	\$3,702,168	\$3,609,086	\$3,511,942

**City of Tomball
Debt Service Fund
Consolidated Debt Payment Schedule
2015-2016 Annual Budget**

Fiscal Year	Principal	Interest	Total
2016	2,285,608	1,214,682	3,500,290
2017	3,084,373	1,324,466	4,408,839
2018	3,112,713	1,251,969	4,364,682
2019	2,856,130	1,176,867	4,032,997
2020	2,884,626	1,102,028	3,986,654
2021	2,917,705	1,019,459	3,937,164
2022	2,948,618	931,570	3,880,188
2023	2,551,370	851,094	3,402,464
2024	2,009,211	782,105	2,791,316
2025	2,047,146	714,995	2,762,141
2026	1,990,000	645,313	2,635,313
2027	2,030,000	575,913	2,605,913
2028	2,070,000	503,063	2,573,063
2029	2,115,000	427,113	2,542,113
2030	2,155,000	348,444	2,503,444
2031	2,205,000	266,303	2,471,303
2032	2,260,000	180,984	2,440,984
2033	1,300,000	114,500	1,414,500
2034	760,000	76,000	836,000
2035	760,000	45,600	805,600
2036	760,000	15,200	775,200
Total	\$ 45,102,500	\$ 13,567,666	\$ 58,670,166



City of Tomball

Combination Tax and Revenue Certificates of Obligation, Series 2010, Refunding Bonds

Purpose - Street Improvements

\$2,210,000 - Tax Supported

Issue Date: August 15, 2010

Fiscal Year	Principal	Coupon	Interest	Total P & I
2016	270,000	2.000%	14,570	284,570
2017	280,000	2.000%	9,070	289,070
2018	285,000	2.200%	3,135	288,135
Total	\$ 835,000		\$ 26,775	\$ 861,775

Debt refunded August 31, 2010

City of Tomball
Series 2011 General Obligation Refunding Bonds
\$8,650,000 - Tax Supported 45%, Utility System 55%
Issue Date : July 1, 2011

Fiscal Year	Principal	Coupon	Interest	Total P & I
2016	501,750	2.500%	101,683	603,433
2017	488,250	2.500%	89,308	577,558
2018	479,250	3.000%	76,016	555,266
2019	470,250	3.000%	61,774	532,024
2020	461,250	4.000%	45,495	506,745
2021	456,750	4.000%	27,135	483,885
2022	450,000	4.000%	9,000	459,000
Total	\$ 3,307,500		\$ 410,411	\$ 3,717,911

City of Tomball
 Tax Certificates of Obligation, Series 2012
 \$14,500,000 - Tax Supported 100%
 Issue Date : January 1, 2012
 Closing Date: January 5, 2012
 Medical Complex Drive; M121 West Drainage Project

Fiscal Year	Principal	Coupon	Interest	Total P & I
2016	595,000	3.000%	438,463	1,033,463
2017	610,000	3.000%	420,388	1,030,388
2018	620,000	3.000%	401,938	1,021,938
2019	635,000	3.000%	383,113	1,018,113
2020	650,000	3.000%	363,838	1,013,838
2021	670,000	3.000%	344,038	1,014,038
2022	690,000	3.000%	323,638	1,013,638
2023	710,000	3.000%	302,638	1,012,638
2024	730,000	3.250%	280,125	1,010,125
2025	755,000	3.500%	255,050	1,010,050
2026	780,000	3.625%	227,700	1,007,700
2027	810,000	3.750%	198,375	1,008,375
2028	840,000	4.000%	166,388	1,006,388
2029	870,000	4.000%	132,188	1,002,188
2030	900,000	4.000%	96,788	996,788
2031	935,000	4.125%	59,503	994,503
2032	975,000	4.125%	20,109	995,109
Total	\$ 12,775,000		\$ 4,414,275	\$ 17,189,275

City of Tomball

General Obligation Refunding Bonds, Series 2013

\$6,370,000 - Tax Supported 90.59%, Utility System 9.41%*

Issue Date : January 1, 2013

Closing Date: January 17, 2013

Refunded Series 2002 Certificates of Obligation (Unrefunded portion of original issue)
and Series 2003 Certificates of Obligation

Fiscal Year	Principal	Coupon	Interest	Total P & I
2016	500,000	1.000%	52,938	552,938
2017	510,000	1.100%	47,633	557,633
2018	520,000	1.250%	41,578	561,578
2019	530,000	1.050%	35,545	565,545
2020	545,000	1.250%	29,356	574,356
2021	550,000	1.400%	22,100	572,100
2022	560,000	1.550%	13,910	573,910
2023	580,000	1.650%	4,785	584,785
Total	\$ 4,295,000		\$ 247,844	\$ 4,542,844

*Tax supported 100% 2015 to 2023

City of Tomball
Tax Certificates of Obligation, Series 2013
\$ 8,500,000 - Tax Supported 100%
Issue Date : May 15, 2013
Sale Date: May 23, 2013
Business Park

Fiscal Year	Principal	Coupon	Interest	Total P & I
2016	350,000	2.000%	178,013	528,013
2017	360,000	2.000%	170,913	530,913
2018	370,000	2.000%	163,613	533,613
2019	380,000	2.000%	156,113	536,113
2020	385,000	2.000%	148,463	533,463
2021	395,000	2.000%	140,663	535,663
2022	405,000	2.000%	132,663	537,663
2023	415,000	2.000%	124,463	539,463
2024	430,000	2.000%	116,013	546,013
2025	440,000	2.000%	107,313	547,313
2026	450,000	2.000%	98,413	548,413
2027	460,000	2.250%	88,738	548,738
2028	470,000	2.250%	78,275	548,275
2029	485,000	2.500%	66,925	551,925
2030	495,000	2.750%	54,056	549,056
2031	510,000	3.000%	39,600	549,600
2032	525,000	3.000%	24,075	549,075
2033	540,000	3.000%	8,100	548,100
Total	\$ 7,865,000		\$ 1,896,412	\$ 9,761,412

City of Tomball
2015 Lease Purchase- Pierce Velocity Fire Truck
Issue Date : October 23, 2014

Fiscal Year	Principal	Interest	Total P & I
2016	68,858	26,320	95,178
2017	71,123	24,055	95,178
2018	73,463	21,715	95,178
2019	75,880	19,298	95,178
2020	78,376	16,801	95,177
2021	80,955	14,223	95,178
2022	83,618	11,559	95,177
2023	86,370	8,808	95,178
2024	89,211	5,967	95,178
2025	92,146	3,032	95,178
Total	\$ 800,000	\$ 151,778	\$ 951,778

City of Tomball

Tax Certificates of Obligation, Series 2015

\$15,225,000 - Tax Supported 100%

Projects to be funded: M118 Drainage channel, Medical Complex Segment 4B, Main Street

Fiscal Year	Principal	Coupon	Interest	Total P & I
2016			402,696	402,696
2017	765,000	2%	563,100	1,328,100
2018	765,000	3%	543,975	1,308,975
2019	765,000	3%	521,025	1,286,025
2020	765,000	3%	498,075	1,263,075
2021	765,000	4%	471,300	1,236,300
2022	760,000	4%	440,800	1,200,800
2023	760,000	4%	410,400	1,170,400
2024	760,000	4%	380,000	1,140,000
2025	760,000	4%	349,600	1,109,600
2026	760,000	4%	319,200	1,079,200
2027	760,000	4%	288,800	1,048,800
2028	760,000	4%	258,400	1,018,400
2029	760,000	4%	228,000	988,000
2030	760,000	4%	197,600	957,600
2031	760,000	4%	167,200	927,200
2032	760,000	4%	136,800	896,800
2033	760,000	4%	106,400	866,400
2034	760,000	4%	76,000	836,000
2035	760,000	4%	45,600	805,600
2036	760,000	4%	15,200	775,200
Total	\$ 15,225,000		\$ 6,420,171	\$ 21,645,171

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

200 - GENERAL SPECIAL REVENUE FUND

200 - GENERAL SPECIAL REV.

	FY 2014 Actual		FY 2015 Budget		FY 2015 Projected		FY 2016 Budget
Revenues:							
Abandoned Vehicles	\$ -		\$ -		\$ -		\$ -
Seized Funds	7,874		5,000		7,500		7,500
Child Safety	12,763		13,000		15,000		15,000
Interest	93		50		180		180
Other	-		-		-		-
Total	\$ 20,730		\$ 18,050		\$ 22,680		\$ 22,680
Supplies	\$ 849		\$ 21,000		\$ 13,130		\$ 41,130
Communication Services	-		-		-		-
Child Safety Education	6,368		15,000		15,000		15,000
Maintenance	-		-		-		-
Services and Charges	-		-		-		-
Total	\$ 7,217		\$ 36,000		\$ 28,130		\$ 56,130
Revenues Over (Under)							
Expenditures	\$ 13,513		\$ (17,950)		\$ (5,450)		\$ (33,450)
Beginning Fund Balance	\$ 136,034		\$ 149,547		\$ 149,547		\$ 144,097
Ending Fund Balance	\$ 149,547		\$ 131,597		\$ 144,097		\$ 110,647

Fund Description

The General Special Revenue fund accounts for Police forfeiture funds and Child Safety fees. Forfeiture funds are awards of monies or property by the courts related to cases that involve the Tomball Police Department. According to Chapter 59, Article 6, Paragraph (d) of the Code of Criminal Procedure, "Proceeds awarded under this chapter to a law enforcement agency may be spent by the agency after a budget for the expenditures of the proceeds has been submitted to the governing body of the municipality." Child Safety Fees are received through the Harris County Tax Assessor/Collector. These fees represent a portion of each citation written by the Tomball Police Department. The State of Texas allocates a percentage of each court fee to the Child Safety Program and is remitted back to the municipality to be used for educational material for children, coloring books, pencils, goody bags, etc and are distributed at various community events each year.

CITY OF TOMBALL

200 - Special Revenue Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
GENERAL SPECIAL FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5785 POLICE SEIZED FUNDS	\$0	\$5,224	\$7,874	\$5,000	\$7,500	\$7,500
5790 CHILD SAFETY FUND	\$12,417	\$12,511	\$12,763	\$13,000	\$15,000	\$15,000
5800 INTEREST	\$239	\$172	\$93	\$50	\$180	\$180
TOTAL GENERAL SPECIAL FUND REVENUES	\$12,656	\$17,907	\$20,730	\$18,050	\$22,680	\$22,680

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL SPECIAL FUND	POLICE SEIZURE FUNDS	200-221 POLICE SEIZURE FUNDS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6106 MATERIALS AND SUPPLIES	\$0	\$10,000	\$3,400	\$0
6107 CLOTHING/UNIFORMS	\$849	\$1,000	\$0	\$0
6119 OTHER SUPPLIES	\$0	\$10,000	\$9,730	\$41,130
SUPPLIES	\$849	\$21,000	\$13,130	\$41,130
TOTAL POLICE SEIZURE FUNDS	\$849	\$21,000	\$13,130	\$41,130

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL SPECIAL FUND	CHILD SAFETY FUND	200-222 CHILD SAFETY FUND
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6350 CHILD SAFETY EDUCATION	\$6,368	\$15,000	\$15,000	\$15,000
SERVICES AND CHARGES	\$6,368	\$15,000	\$15,000	\$15,000
TOTAL CHILD SAFETY FUND	\$6,368	\$15,000	\$15,000	\$15,000

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

220 - MUNICIPAL COURT BUILDING SECURITY FUND

220 - MUNICIPAL COURT
BUILDING SECURITY

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projected	FY 2016 Base Budget
Revenues:				
Fines and Warrants	\$ 18,044	\$ 20,000	\$ 20,000	\$ 20,000
Interest	134	100	150	150
Transfers In	-	-	-	-
Total	\$ 18,178	\$ 20,100	\$ 20,150	\$ 20,150
Expenditures:				
Personnel	\$ -	\$ -	\$ -	\$ -
Supplies	-	1,000	1,000	50,000
Total	\$ -	\$ 1,000	\$ 1,000	\$ 50,000
Revenues Over (Under)				
Expenditures	\$ 18,178	\$ 19,100	\$ 19,150	\$ (29,850)
Ending Fund Balance	\$ 226,978	\$ 246,078	\$ 246,128	\$ 216,278

Supplemental Programs	Total
None	

Fund Description

In prior years, the General Fund accounted for the City's court building security fees. In order to more accurately account for these funds, in FY 2006-07, the City created the Municipal Court Building Security Fee fund. These fees are generated from court fines. By law, these funds can only be spent on the City's municipal court.

CITY OF TOMBALL

220 - Muni Court Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
MUNI COURT- BLDG SECURITY REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5311 MUNICIPAL COURT BLDG-SECURITY	\$22,674	\$23,249	\$18,044	\$20,000	\$20,000	\$20,000
5800 INTEREST INCOME	\$304	\$249	\$134	\$100	\$150	\$150
TOTAL MUNI COURT- BLDG SECURITY REVENUES	\$22,978	\$23,498	\$18,178	\$20,100	\$20,150	\$20,150

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
MUNI COURT- BLDG SECURITY	GENERAL-MUNICIPAL COURT	220-122 GENERAL-MUNICIPAL COURT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6106 MATERIALS & PARTS	\$0	\$0	\$0	\$50,000
6119 OTHER SUPPLIES	\$0	\$1,000	\$1,000	\$0
SUPPLIES	\$0	\$1,000	\$1,000	\$50,000
TOTAL GENERAL-MUNICIPAL COURT	\$0	\$1,000	\$1,000	\$50,000

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

230 - MUNICIPAL COURT TECHNOLOGY FUND

230 - COURT TECH

	FY 2014 Actual		FY 2015 Budget		FY 2015 Projected		FY 2016 Base Budget
Revenues:							
Fines and Warrants	\$ 24,058	\$	\$ 25,000	\$	\$ 25,000	\$	\$ 25,000
Interest	123		150		150		150
Transfers In	-		-		-		-
Total	\$ 24,181	\$	\$ 25,150	\$	\$ 25,150	\$	\$ 25,150
Expenditures:							
Supplies	\$ -	\$	\$ 7,900	\$	\$ 7,900	\$	\$ 7,600
Maintenance	-		-		-		-
Services and Charges	1,500		1,500		1,500		1,500
Capital	-		-		-		-
Total	\$ 1,500	\$	\$ 9,400	\$	\$ 9,400	\$	\$ 9,100
Revenues Over (Under)							
Expenditures	\$ 22,681	\$	\$ 15,750	\$	\$ 15,750	\$	\$ 16,050
Beginning Fund Balance	\$ 247,617	\$	\$ 270,298	\$	\$ 270,298	\$	\$ 286,048
Ending Fund Balance	\$ 270,298	\$	\$ 286,048	\$	\$ 286,048	\$	\$ 302,098

Supplemental Programs	Total
City Hall AdQue/Monitor	\$ 7,600

Fund Description

In prior years, the General Fund accounted for the City's court technology fees. In order to more accurately account for these funds, in FY 2006-07, the City created the Municipal Court Technology Fund. These fees are generated from court fines. By law, these funds can only be spent on the City's municipal court.

CITY OF TOMBALL

230 - Municipal Court Tech Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
MUNICIPAL COURT TECH FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5312 COURT TECHNOLOGY FEE	\$30,232	\$30,991	\$24,058	\$25,000	\$25,000	\$25,000
5800 INTEREST INCOME	\$307	\$257	\$123	\$150	\$150	\$150
TOTAL MUNICIPAL COURT TECH FUND REVENUES	\$30,539	\$31,247	\$24,181	\$25,150	\$25,150	\$25,150

CITY OF TOMBALL		DEPARTMENT		DIVISION	
FUND		GENERAL-MUNICIPAL COURT		230-122 GENERAL-MUNICIPAL COURT	
MUNICIPAL COURT TECH FUND					
DETAILS					

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6101 OFFICE & COMPUTER SUPPLIES	\$0	\$7,900	\$7,900	\$0
6103 COMPUTER SUPPLIES	\$0	\$0	\$0	\$7,600
SUPPLIES	\$0	\$7,900	\$7,900	\$7,600
6320 COMPUTER SOFTWARE	\$1,500	\$1,500	\$1,500	\$1,500
SERVICES AND CHARGES	\$1,500	\$1,500	\$1,500	\$1,500
TOTAL GENERAL-MUNICIPAL COURT	\$1,500	\$9,400	\$9,400	\$9,100

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

240 - HOTEL OCCUPANCY TAX FUND

240/241/243

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projected	FY 2016 Base Budget
Revenues:				
Occupancy Tax	\$ 512,585	\$ 465,000	\$ 510,000	\$ 550,000
Miscellaneous Income	17,993	10,000	20,000	20,000
Event Revenue	-	25,000	-	-
Interest	187	250	200	250
Transfers In	10,000	20,000	20,000	20,000
Total	\$ 540,765	\$ 520,250	\$ 550,200	\$ 590,250
Expenditures:				
Grants	\$ 172,734	\$ 175,000	\$ 188,000	\$ 187,000
Second Saturday Events	64,156	88,039	84,967	93,664
Tourism	189,730	258,306	258,685	292,986
Transfer to Employee Benefits Trust Fund	17,336	18,532	18,532	17,288
Total	\$ 443,957	\$ 539,877	\$ 550,184	\$ 590,938
Revenues Over (Under)				
Expenditures	\$ 96,809	\$ (19,627)	\$ 16	\$ (688)
Beginning Fund Balance	\$ 291,665	\$ 388,474	\$ 388,474	\$ 388,490
Ending Fund Balance	\$ 388,474	\$ 368,847	\$ 388,490	\$ 387,802

Fund Description

The Hotel Occupancy Tax Fund accounts for revenues received from hotel occupancy taxes. By state statute, cities with populations of less than 125,000 must spend at least 1% of hotel tax revenues on advertising, no more than 15% on the encouragement, promotion, improvement, and application of the arts and a maximum of 50% on historical preservation. Hotels submit quarterly to the City an occupancy tax based upon 7% of total room receipts. Compliance with the provisions of the state statutes is monitored by the City administration on a continuing basis.

CITY OF TOMBALL

240 - Hotel Occupancy Tax Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
HOTEL OCCUPANCY TAX REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5180 HOTEL OCCUPANCY TAX	\$352,991	\$375,482	\$512,585	\$465,000	\$510,000	\$550,000
5550 MISCELLANEOUS INCOME	\$48,926	\$8,072	\$17,993	\$10,000	\$20,000	\$20,000
5555 EVENT SPONSORSHIP REVENUE	\$10,150	\$22,656	\$0	\$25,000	\$0	\$0
5770 TEDC CONTRIBUTIONS	\$25,000	\$0	\$0	\$0	\$0	\$0
5800 INTEREST INCOME	\$514	\$350	\$187	\$250	\$200	\$250
5910 TRANSFER FROM GENERAL FUND	\$0	\$0	\$10,000	\$20,000	\$20,000	\$20,000
TOTAL HOTEL OCCUPANCY TAX REVENUES	\$437,581	\$406,559	\$540,764	\$520,250	\$550,200	\$590,250

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
HOTEL OCCUPANCY TAX	HOTEL OCCUPANCY TAX	240-240 HOTEL OCCUPANCY TAX
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6301 PROF.SERV.-AUDIT & ACCTNG.	\$5,000	\$4,000	\$3,000	\$3,000
6351 TOMBALL CHAMBER OF COMMERCE	\$35,000	\$35,000	\$35,000	\$35,000
6352 SPRING CREEK HISTORICAL	\$35,740	\$0	\$0	\$0
6353 THE REGIONAL ARTS COUNCIL	\$11,000	\$0	\$0	\$0
6356 TOMBALL SISTER CITY ORG.	\$85,995	\$65,000	\$79,000	\$79,000
6359 GRANTS	\$0	\$71,000	\$71,000	\$70,000
SERVICES AND CHARGES	\$172,735	\$175,000	\$188,000	\$187,000
TOTAL HOTEL OCCUPANCY TAX	\$172,735	\$175,000	\$188,000	\$187,000

CITY OF TOMBALL
2015-2016 ADOPTED BUDGET SUMMARY

FUND
240 - HOTEL OCCUPANCY TAX

DEPARTMENT
241 - 2nd SATURDAY

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 9,271	\$ 16,577	\$ 36,164	\$ 34,066	\$ 42,621	\$ 40,749	\$ 43,596
Supplies	14,622	4,880	6,372	8,802	11,100	10,900	12,400
Maintenance	113	-	-	-	-	-	-
Services and charges	13,296	15,804	2,077	21,289	34,318	33,318	37,668
Total Operating Expenditures	\$ 37,302	\$ 37,261	\$ 44,613	\$ 64,157	\$ 88,039	\$ 84,967	\$ 93,664
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	8,668	9,244	9,244	8,415
Total Expenditures	\$ 37,302	\$ 37,261	\$ 44,613	\$ 72,825	\$ 97,283	\$ 94,211	\$ 102,079

Supplemental Programs Total
None

Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Community Events Coordinator	0.50	0.50	0.50	1.00	1.00	1.00	1.00
Total	0.50	0.50	0.50	1.00	1.00	1.00	1.00

FUND	CITY OF TOMBALL	DEPARTMENT	DIVISION
HOTEL OCCUPANCY TAX	2ND SATURDAY EVENTS	240-241 2ND SATURDAY	EVENTS
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES- ADMINISTRATIVE	\$25,517	\$33,904	\$32,174	\$35,028
6009 WAGES-OTHER	\$1,359	\$0	\$654	\$0
6011 VACATION PAY	\$494	\$0	\$0	\$0
6012 SICK PAY	\$0	\$522	\$0	\$0
6013 EMERGENCY PAY	\$247	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$75	\$135	\$0	\$75
6021 FICA-S.S. & MEDICARE TAXES	\$2,163	\$2,886	\$2,732	\$3,172
6022 TMRS RETIREMENT-EMPLOYER	\$3,904	\$5,066	\$4,946	\$5,187
6025 WORKERS COMPENSATION INSURANCE	\$99	\$108	\$92	\$134
6026 UNEMPLOYMENT TAXES	\$207	\$0	\$151	\$0
PERSONNEL SERVICES	\$34,066	\$42,621	\$40,749	\$43,596
6101 OFFICE SUPPLIES	\$737	\$1,250	\$1,250	\$2,000
6105 FOOD SUPPLIES	\$567	\$800	\$600	\$900
6119 OTHER SUPPLIES	\$7,189	\$8,250	\$8,250	\$8,500
6130 FURNITURE <\$20,000	\$310	\$800	\$800	\$1,000
SUPPLIES	\$8,802	\$11,100	\$10,900	\$12,400
6304 PROFESSIONAL SERVICES, OTHER	\$835	\$4,000	\$4,000	\$5,000
6312 COMMUNICATION SERVICES	\$768	\$768	\$768	\$768
6327 GARBAGE SERVICES	\$805	\$650	\$650	\$1,000
6329 OTHER SERVICES	\$4,200	\$8,000	\$8,000	\$9,000
6334 AUTOMOBILE ALLOWANCE	\$2,400	\$2,400	\$2,400	\$2,400
6335 ADVERTISING COST	\$6,973	\$6,500	\$6,500	\$7,500
6336 EQUIPMENT RENTALS	\$970	\$4,500	\$4,500	\$5,000
6358 OTHER TOURISM EXPENDITURE	\$4,338	\$7,500	\$6,500	\$7,000
SERVICES AND CHARGES	\$21,289	\$34,318	\$33,318	\$37,668
6692 TRANSFER TO EMP. BEN. TRUST	\$8,668	\$9,244	\$9,244	\$8,415
TRANSFERS	\$8,668	\$9,244	\$9,244	\$8,415
TOTAL 2ND SATURDAY EVENTS	\$72,824	\$97,283	\$94,211	\$102,079

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

240 - HOTEL OCCUPANCY TAX

243 - VISITORS

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2015 Projections	FY2016 Budget
Personnel services	\$ 27,272	\$ 70,277	\$ 73,708	\$ 82,374	\$ 97,238	\$ 97,617	\$ 100,918
Supplies	3,236	2,726	4,718	3,849	7,800	7,800	10,000
Maintenance	-	-	-	-	-	-	-
Services and charges	15,647	80,931	92,905	103,506	153,268	153,268	182,068
Total Operating Expenditures	\$ 46,155	\$ 153,934	\$ 171,331	\$ 189,729	\$ 258,306	\$ 258,685	\$ 292,986
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	9,183	8,668	9,288	9,288	8,873
Total Expenditures	\$ 46,155	\$ 153,934	\$ 180,514	\$ 198,397	\$ 267,594	\$ 267,973	\$ 301,859
Supplemental Programs							Total
None							
Staffing	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Marketing Director	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Total	0.00	0.00	1.00	1.00	1.00	1.00	1.00

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
HOTEL OCCUPANCY TAX	VISITORS	240-243 VISITORS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6001 SALARIES- ADMINISTRATIVE	\$61,176	\$77,834	\$73,505	\$80,169
6009 WAGES-OTHER	\$2,280	\$0	\$1,497	\$0
6011 VACATION PAY	\$2,280	\$0	\$2,994	\$0
6012 SICK PAY	\$1,266	\$1,198	\$1,197	\$1,233
6019 MISCELLANEOUS PAY	\$160	\$220	\$220	\$280
6021 FICA-S.S. & MEDICARE TAXES	\$5,591	\$6,489	\$6,546	\$7,166
6022 TMRS-EMPLOYER	\$9,316	\$11,389	\$11,566	\$11,936
6025 WORKER COMPENSATION INS.	\$99	\$108	\$92	\$134
6026 STATE UNEMPLOYMENT TAXES	\$207	\$0	\$0	\$0
PERSONNEL SERVICES	\$82,374	\$97,238	\$97,617	\$100,918
6101 OFFICE & COMPUTER SUPPLIES	\$1,058	\$1,000	\$1,000	\$2,000
6105 FOOD SUPPLIES	\$1,166	\$1,000	\$1,000	\$1,000
6107 CLOTHING AND UNIFORMS	\$103	\$300	\$300	\$1,000
6119 OTHER SUPPLIES	\$1,522	\$5,500	\$5,500	\$6,000
SUPPLIES	\$3,849	\$7,800	\$7,800	\$10,000
6304 PROFESSIONAL SERVICES, OTHER	\$30,759	\$43,000	\$43,000	\$48,000
6312 COMMUNICATION SERVICES	\$768	\$768	\$768	\$768
6327 GARBAGE SERVICES	\$1,850	\$2,500	\$2,500	\$3,000
6329 OTHER SERVICES	\$2,796	\$7,500	\$7,500	\$9,000
6332 TRAVEL AND MEALS	\$1,059	\$2,800	\$2,800	\$3,500
6333 DUES AND SUBSCRIPTIONS	\$1,236	\$1,000	\$1,000	\$2,000
6334 AUTOMOBILE ALLOWANCE	\$4,800	\$4,800	\$4,800	\$4,800
6335 ADVERTISING COST	\$27,464	\$45,500	\$45,500	\$55,000
6336 EQUIPMENT RENTALS	\$29,806	\$42,000	\$42,000	\$50,000
6337 TRAINING	\$250	\$1,400	\$1,400	\$2,000
6358 OTHER TOURISM EXPENDITURES	\$2,718	\$2,000	\$2,000	\$4,000
SERVICES AND CHARGES	\$103,506	\$153,268	\$153,268	\$182,068
6692 TRANSFER TO EMP. BEN. TRUST	\$8,668	\$9,288	\$9,288	\$8,873
TRANSFERS	\$8,668	\$9,288	\$9,288	\$8,873
TOTAL VISITORS	\$198,398	\$267,594	\$267,973	\$301,859

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

250 - RED LIGHT CAMERA PROGRAM FUND

250 - RED LIGHT CAMERA

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projected	FY 2016 Base Budget
Revenues:				
Fines and Warrants	\$ 181,508	\$ 140,000	\$ 220,150	\$ 220,150
Interest	268	300	300	300
Total	\$ 181,776	\$ 140,300	\$ 220,450	\$ 220,450
Expenditures:				
Personnel Costs	\$ 45,010	\$ 65,446	\$ 59,113	\$ 65,865
Supplies	81,868	65,000	91,000	103,500
Services and Charges	24,746	45,000	15,000	25,000
Capital	51,562	-	-	-
Transfer to Veh. Repl. Fund	50,000	20,000	20,000	20,000
Total	\$ 353,187	\$ 195,446	\$ 185,113	\$ 214,365
Revenues Over (Under)				
Expenditures	\$ (171,410)	\$ (55,146)	\$ 35,337	\$ 6,085
Beginning Fund Balance	\$ 322,611	\$ 151,200	\$ 151,200	\$ 186,537
Ending Fund Balance	\$ 151,200	\$ 96,054	\$ 186,537	\$ 192,622
Supplemental Program				Total
Message Boards and Barricades				\$ 38,500

Fund Description

Automated red light photo enforcement cameras were setup during FY 2008. Four intersections were selected for this initiative with a goal of reducing the number of injury accidents caused by "red light running". By law, the use of the revenues is limited to traffic safety programs, including pedestrian safety programs, public safety programs, intersection improvements, and traffic enforcement.

CITY OF TOMBALL
250 - Red Light Camera Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
RED LIGHT CAMERA PROGRAM REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5300 MUNICIPAL COURT FINES	\$294,369	\$185,515	\$181,453	\$139,850	\$220,000	\$220,000
5310 COURT COSTS/ADM.FEES	(\$250)	\$350	\$55	\$150	\$150	\$150
5800 INTEREST INCOME	\$986	\$736	\$268	\$300	\$300	\$300
TOTAL RED LIGHT CAMERA PROGRAM REVENUES	\$295,105	\$186,601	\$181,776	\$140,300	\$220,450	\$220,450

FUND	CITY OF TOMBALL DEPARTMENT	DIVISION
RED LIGHT CAMERA PROGRAM	GENERAL-POLICE DEPARTMENT	250-121 GENERAL-POLICE DEPARTMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES- FULL TIME	\$226	\$0	\$0	\$0
6004 WAGES-PART TIME	\$29,576	\$37,726	\$29,251	\$37,224
6005 WAGES-OVERTIME	\$9,258	\$20,000	\$20,000	\$20,600
6021 FICA-S.S. & MEDICARE TAXES	\$2,988	\$4,416	\$3,768	\$4,424
6022 TMRS-EMPLOYER	\$1,239	\$2,000	\$4,775	\$2,000
6025 WORKERS COMPENSATION	\$1,322	\$1,304	\$1,302	\$1,617
6026 UNEMPLOYMENT TAXES	\$401	\$0	\$17	\$0
PERSONNEL SERVICES	\$45,010	\$65,446	\$59,113	\$65,865
6106 MATERIALS AND PARTS	\$61,144	\$45,000	\$45,000	\$45,000
6107 CLOTHING AND UNIFORMS	\$1,982	\$10,000	\$10,000	\$10,000
6119 OTHER SUPPLIES	\$18,743	\$10,000	\$36,000	\$48,500
SUPPLIES	\$81,868	\$65,000	\$91,000	\$103,500
6304 PROFESSIONAL SERVICES, OTHER	\$5,000	\$0	\$0	\$0
6320 COMPUTER SOFTWARE SERVICE	\$2,136	\$25,000	\$5,000	\$5,000
6330 INSURANCE	\$4,248	\$0	\$0	\$0
6333 DUES AND SUBSCRIPTIONS	\$175	\$0	\$0	\$0
6337 TRAINING	\$10,657	\$15,000	\$5,000	\$15,000
6350 CHILD SAFETY EDUCATION	\$2,530	\$5,000	\$5,000	\$5,000
SERVICES AND CHARGES	\$24,746	\$45,000	\$15,000	\$25,000
6403 MACHINERY & EQUIPMENT	\$51,562	\$0	\$0	\$0
CAPITAL OUTLAY	\$51,562	\$0	\$0	\$0
6998 TRANSFER TO FLEET REPLACEMENT	\$50,000	\$20,000	\$20,000	\$20,000
6999 TRANSFER TO CAPITAL PROJ. FUND	\$100,000	\$0	\$0	\$0
TRANSFERS	\$150,000	\$20,000	\$20,000	\$20,000
TOTAL GENERAL-POLICE DEPARTMENT	\$353,186	\$195,446	\$185,113	\$214,365

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

285 - SAFER GRANT FUND

DEPARTMENT

285 - SAFER GRANT

	FY 2014	FY 2015	FY 2015	FY 2016
	Actual	Budget	Projected	Base Budget
Revenues:				
Grant Revenues	\$ 655,437	\$ 81,570	\$ 87,962	\$ -
Transfer from General Fund	62,976	-	-	-
Total	\$ 718,413	\$ 81,570	\$ 87,962	\$ -
Expenditures:				
Personnel	\$ 584,483	\$ 81,570	\$ 76,889	\$ -
Transfer to Employee Benefits Trust	115,296	-	11,073	-
Total	\$ 699,779	\$ 81,570	\$ 87,962	\$ -
Revenues Over (Under)				
Expenditures	\$ 18,634	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ (18,634)	\$ -	\$ -	\$ -
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -

Fund Description

July 2012, the Tomball Fire Department was awarded a grant in the amount of \$1,303,434. This provided funding for the cost of nine personnel hired. The grant period was October 2012 through November 2014.

CITY OF TOMBALL

285 SAFER Grant Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
SAFER GRANT REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5740 OTHER GRANT REVENUES	\$0	\$560,035	\$655,437	\$81,570	\$87,962	\$0
5961 TRANSFERS IN	\$0	\$10,000	\$62,976	\$0	\$0	\$0
TOTAL SAFER GRANT REVENUES	\$0	\$570,035	\$718,414	\$81,570	\$87,962	\$0

FUND SAFER GRANT	CITY OF TOMBALL DEPARTMENT GENERAL-FIRE DEPARTMENT	DIVISION 285-142 GENERAL-FIRE DEPARTMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6003 WAGES-FULL TIME	\$360,244	\$81,570	\$47,619	\$0
6005 WAGES-OVERTIME	\$79,892	\$0	\$7,317	\$0
6009 WAGES-OTHER	\$19,272	\$0	\$2,260	\$0
6011 VACATION PAY	\$12,172	\$0	\$192	\$0
6012 SICK PAY	\$7,758	\$0	\$147	\$0
6019 MISCELLANEOUS PAY	\$520	\$0	\$300	\$0
6021 FICA-S.S. & MEDICARE TAXES	\$35,702	\$0	\$4,935	\$0
6022 TMRS-EMPLOYER	\$60,937	\$0	\$8,302	\$0
6025 WORKER COMPENSATION INS.	\$6,115	\$0	\$5,817	\$0
6026 STATE UNEMPLOYMENT TAXES	\$1,871	\$0	\$0	\$0
PERSONNEL SERVICES	\$584,483	\$81,570	\$76,889	\$0
6692 TRANSFER TO EMP. BEN. TRUST	\$115,296	\$0	\$11,073	\$0
TRANSFERS	\$115,296	\$0	\$11,073	\$0
TOTAL GENERAL-FIRE DEPARTMENT	\$699,778	\$81,570	\$87,962	\$0

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

290 - TOMBALL FUN RUNS FUND

290 - TOMBALL FUN RUNS

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projected	FY 2016 Base Budget
Revenues:				
Event Revenue	\$ 26,010	\$ 17,000	\$ 11,642	\$ 13,000
Interest	2	-	3	5
Total	\$ 26,012	\$ 17,000	\$ 11,645	\$ 13,005
Expenditures:				
Supplies	\$ 10,935	\$ 9,000	\$ 9,000	\$ 9,000
Services and Charges	3,781	6,250	13,718	6,250
Total	\$ 14,716	\$ 15,250	\$ 22,718	\$ 15,250
Revenues Over (Under)				
Expenditures	\$ 11,296	\$ 1,750	\$ (11,073)	\$ (2,245)
Beginning Fund Balance	\$ 7,402	\$ 18,698	\$ 18,698	\$ 7,625
Ending Fund Balance	\$ 18,698	\$ 20,448	\$ 7,625	\$ 5,380

Supplemental Programs Total

None

Fund Description

In 2009, various Fun Runs were scheduled to encourage residents of all ages to get out in the community and get fit. Net proceeds of these events are to be used for future fun runs or for improvements to the Depot and Downtown Tomball area.

CITY OF TOMBALL
290 - Fun Runs Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
TOMBALL "FUN RUNS" REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5550 MISCELLANEOUS INCOME	\$0	\$250	\$0	\$0	\$0	\$0
5555 EVENT SPONSORSHIP REVENUE	\$1,250	\$2,600	\$12,000	\$4,000	\$950	\$1,000
5556 EVENT REGISTRATION FEE	\$4,757	\$9,360	\$14,010	\$13,000	\$10,692	\$12,000
5800 INTEREST INCOME	\$1	\$1	\$2	\$0	\$3	\$5
TOTAL TOMBALL "FUN RUNS" REVENUES	\$6,008	\$12,211	\$26,012	\$17,000	\$11,645	\$13,005

FUND	CITY OF TOMBALL DEPARTMENT		DIVISION	
TOMBALL "FUN RUNS"	FUN RUNS		290-290 FUN RUNS	
DETAILS				

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6101 OFFICE SUPPLIES	\$24	\$0	\$0	\$0
6119 OTHER SUPPLIES	\$10,911	\$9,000	\$9,000	\$9,000
SUPPLIES	\$10,935	\$9,000	\$9,000	\$9,000
6304 PROFESSIONAL SERVICES-OTHER	\$150	\$250	\$250	\$250
6327 GARBAGE SERVICES	\$0	\$0	\$38	\$0
6329 OTHER SERVICES	\$2,333	\$3,500	\$10,930	\$3,500
6335 ADVERTISING COST	\$1,298	\$2,500	\$2,500	\$2,500
SERVICES AND CHARGES	\$3,781	\$6,250	\$13,718	\$6,250
TOTAL FUN RUNS	\$14,716	\$15,250	\$22,718	\$15,250

Capital Projects Fund

Funding Description

The newly developed Comprehensive Plan in conjunction with the Zoning Ordinance provides a roadmap for future Capital Improvement Planning. The city reviews the Capital Improvement Plan annually and makes updates as necessary. All ongoing and proposed projects are ranked by priority and then funded based on the available financial resources.

Impact on the Future Operations Budget

Most of the planned capital expenditures involve improvements on the City's storm drainage system. A small portion of the expenditures will result in a very minor increase to the City's network of streets, sidewalks, and utility lines. The overall impact to the future operating budget is not considered material.

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

400 - CAPITAL PROJECTS FUND

400 - CAPITAL PROJECTS

400 Capital Projects Fund - General Fund

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projections	FY 2016 Adopted
Revenues:				
Transfers	\$ 575,000	\$ 400,000	\$ 1,209,747	\$ 500,000
Certificates of Obligation	-	-	-	15,225,000
TEDC Contributions	334,547	-	71,841	-
Interest	12,116	-	-	-
Total	\$ 921,663	\$ 400,000	\$ 1,281,588	\$ 15,725,000
Expenditures:				
Capital Outlay	\$ 2,285,138	\$ 3,375,000	\$ 4,867,263	\$ 8,000,000
Debt Service	-	-	-	120,000
Total	\$ 2,285,138	\$ 3,375,000	\$ 4,867,263	\$ 8,120,000
Revenues Over (Under)				
Expenditures	\$ (1,363,475)	\$ (2,975,000)	\$ (3,585,675)	\$ 7,605,000
Beginning Fund Balance	\$ 14,438,063	\$ 13,074,588	\$ 13,074,588	\$ 9,488,913
Ending Fund Balance	\$ 13,074,588	\$ 10,099,588	\$ 9,488,913	\$ 17,093,913

400 Capital Projects Fund - Enterprise Fund Projects and Red Light Fund Projects

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projections	FY 2016 Adopted
Revenues:				
Transfers	\$ (14,428)	\$ 100,000	\$ 100,000	
Interest	-	-	-	-
Total	\$ (14,428)	\$ 100,000	\$ 100,000	\$ -
Expenditures:				
Capital Outlay	\$ 163,809	\$ 810,000	\$ 1,500,000	
Total	\$ 163,809	\$ 810,000	\$ 1,500,000	\$ -
Revenues Over (Under)				
Expenditures	\$ (178,237)	\$ (710,000)	\$ (1,400,000)	\$ -
Beginning Fund Balance	\$ 1,595,090	\$ 1,416,853	\$ 1,416,853	\$ 16,853
Ending Fund Balance	\$ 1,416,853	\$ 706,853	\$ 16,853	\$ 16,853

CITY OF TOMBALL
400 - Capital Project Fund Revenue Detail

GENERAL CAPITAL PROJECTS REVENUES	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5770 TEDC CONTRIBUTIONS	\$986,703	\$518,210	\$334,547	\$0	\$71,841	\$0
5800 INTEREST INCOME	\$17,694	\$21,385	\$11,648	\$0	\$0	\$0
5801 UNREALIZED GAIN ON INVESTMENTS	\$953	(\$1,421)	\$468	\$0	\$0	\$0
5820 DRAINAGE CAPITAL RECOVERY FEES	\$4,002	\$0	\$0	\$0	\$0	\$0
5900 DEBT PROCEEDS	\$14,500,000	\$0	\$0	\$0	\$0	\$15,225,000
5901 PREMIUM ON BONDS	\$107,735	\$0	\$0	\$0	\$0	\$0
5910 TRANSFER FROM GENERAL FUND	\$2,152,000	\$0	\$575,000	\$400,000	\$1,209,747	\$500,000
5911 TRANSFER FROM UTILITY FUND	\$1,194,027	\$202,621	(\$114,428)	\$100,000	\$100,000	\$0
5961 TRANSFERS IN	\$0	\$300,000	\$100,000	\$0	\$0	\$0
TOTAL GENERAL CAPITAL PROJECTS REVENUES	\$18,963,114	\$1,040,794	\$907,234	\$500,000	\$1,381,588	\$15,725,000

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL CAPITAL PROJECTS	GENERAL-POLICE DEPARTMENT	400-121 GENERAL-POLICE DEPARTMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6409 SYSTEM EXPANSION	\$163,809	\$0	\$0	0.00%
CAPITAL OUTLAY	\$163,809	\$0	\$0	0.00%
TOTAL GENERAL-POLICE DEPARTMENT	\$163,809	\$0	\$0	0.00%

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL CAPITAL PROJECTS	GENERAL-STREETS	400-154 GENERAL-STREETS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6409 SYSTEM EXPANSION	\$2,252,556	\$3,375,000	\$4,799,437	\$8,000,000
CAPITAL OUTLAY	\$2,252,556	\$3,375,000	\$4,799,437	\$8,000,000
TOTAL GENERAL-STREETS	\$2,252,556	\$3,375,000	\$4,799,437	\$8,000,000

FUND	CITY OF TOMBALL DEPARTMENT		DIVISION	
GENERAL CAPITAL PROJECTS	ENGINEERING & PLANNING		400-156 ENGINEERING & PLANNING	
DETAILS				

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6302 PROF.SERV.-ENGINEERING	\$16,422	\$0	\$55,580	\$0
SERVICES AND CHARGES	\$16,422	\$0	\$55,580	\$0
TOTAL ENGINEERING & PLANNING	\$16,422	\$0	\$55,580	\$0

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL CAPITAL PROJECTS	DEBT SERVICE	400-300 DEBT SERVICE
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6906 BOND FEES AND COST	\$0	\$0	\$0	\$120,000
DEBT	\$0	\$0	\$0	\$120,000
TOTAL DEBT SERVICE	\$0	\$0	\$0	\$120,000

CITY OF TOMBALL			
FUND	DEPARTMENT	DIVISION	
GENERAL CAPITAL PROJECTS	DRAINAGE CAPITAL RECOVERY	400-454 DRAINAGE CAPITAL RECOVERY	
DETAILS			

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROFESSIONAL SERVICES,OTHER	\$16,160	\$0	\$12,246	\$0
SERVICES AND CHARGES	\$16,160	\$0	\$12,246	\$0
TOTAL DRAINAGE CAPITAL RECOVERY	\$16,160	\$0	\$12,246	\$0

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL CAPITAL PROJECTS	UTILITY-WATER	400-613 UTILITY-WATER
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6409 SYSTEM EXPANSION	\$0	\$270,000	\$601,431	\$0
CAPITAL OUTLAY	\$0	\$270,000	\$601,431	\$0
TOTAL UTILITY-WATER	\$0	\$270,000	\$601,431	\$0

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL CAPITAL PROJECTS	UTILITY-SEWER	400-614 UTILITY-SEWER
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6409 SYSTEM EXPANSION	\$0	\$270,000	\$628,230	\$0
CAPITAL OUTLAY	\$0	\$270,000	\$628,230	\$0
TOTAL UTILITY-SEWER	\$0	\$270,000	\$628,230	\$0

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
GENERAL CAPITAL PROJECTS	UTILITY-GAS	400-615 UTILITY-GAS
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6409 SYSTEM EXPANSION	\$0	\$270,000	\$270,339	\$0
CAPITAL OUTLAY	\$0	\$270,000	\$270,339	\$0
TOTAL UTILITY-GAS	\$0	\$270,000	\$270,339	\$0

CITY OF TOMBALL
 FUND 400- CAPITAL PROJECTS FUNDED LIST
 FY 2015-2016 BUDGET

PROJECT #	PROJECT NAME	PROJECT DESCRIPTION	CASH ALLOCATED FOR PROJECT	EXPENSE TO DATE: MAY 2015	REMAINING CASH ALLOCATED FOR PROJECT
71	M118 Drainage Channels	M118 drainage basin occupies the southeasterly area of Tomball, south of the M116 basin, east of the railroad tracks, west of Hufsmith-Kohrville, to Willow Creek. Project to provide relief drainage system and reduce or eliminate on-site detention.	\$ 12,000.00	\$ -	\$ 12,000.00
75	Agg Road Extension	Segment 3 of the proposed Medical Complex Corridor commences at SH 249 Business and continues easterly to South Cherry St. Medical Complex Corridor is depicted on the COT's Major Thoroughfare Plan as a major east-west connector to FM 2920 (east & west of Tomball).	\$ 3,680,071.00	\$ 2,863,688.89	\$ 816,382.11
103	M124- Willow Creek Tributaries	The M124 basin occupies a major portion of the westerly area of Tomball, outfalling to Willow Creek. Project to mitigate channel and loss of existing floodplain storage. The project has been divided into M124 North, described as area north of FM 2920 to SH 249, and M124 South, described as area south of FM 2920.	\$ 206,717.83	\$ 134,798.64	\$ 71,919.19
115	Hufsmith Water and Gas Line Improvements	Project includes 12" water line and 4" gas lines from Rudolph to Snook.	\$ 513,786.00	\$ 298,588.39	\$ 215,197.61
142	24" Sanitary Sewer - E. Hufsmith	Provides sanitary sewer improvements along east Hufsmith from J-131 to Snook.	\$ 120,820.00	\$ 2,000.00	\$ 118,820.00
161	Rudolph Road and Utilities	Project includes land acquisition and providing street and utility improvements to current standards as a collector street.	\$ 300,221.01	\$ 29,947.50	\$ 270,273.51
180	M121 Final Phase (bond funded)	Consists of two drainage channels, i.e. 121W & 121E, and an associated detention pond, serving a central area of Tomball. Project to alleviate conditions that cause localized flooding and eliminate on-site detention. M121 West is being constructed with bond funds.	\$ 10,801,101.98	\$ 1,409,520.27	\$ 9,391,581.71
181	Medical Complex Drive Segment 3 (bond funded)	Medical Complex corridor is depicted on the COT's major thoroughfare plan as a major east-west connector to FM 2920 (east & west of Tomball). Commences at SH 249 Business and continues easterly to South Cherry St.	\$ 3,700,000.00	\$ 3,413,192.65	\$ 286,807.35
184	Infrastructure Master Plan and Capital Recovery Fee	The 10 Year Master Plan is a planning tool to estimate growth within the city limits and ETJ from 2013 to 2023 and at ultimate buildout. This helps determine the infrastructure needs to accommodate growth and estimate the cost and impact fee related to the infrastructure improvements.	\$ 51,000.00	\$ 38,802.48	\$ 12,197.52
186	Downtown Development	Development of the Downtown area.	\$ 1,034,633.35	\$ 20,625.00	\$ 1,014,008.35
	Drainage Capital Recovery		\$ 162,363.13		\$ 162,363.13
	NWWTP Sewer Effluent Reuse	Study to determine if the treated water can be used for irrigation systems or purple pipe development.	\$ 75,000.00	\$ -	\$ 75,000.00
	SWWTP Expansion	Initial Study to determine if the SWWTP needs to be expanded and when design should begin.	\$ 75,000.00	\$ -	\$ 75,000.00
188	Broussard Community Park	Community Park located on E. Hufsmith near the intersection of Zion Rd. The park will include soccer fields and interactive areas.	\$ 200,000.00	\$ 43,803.00	\$ 156,197.00
192	Zion Road Sidewalks-East of Quinn Road	New 5' sidewalk along Zion Road.	\$ 220,000.00	\$ 16,450.00	\$ 203,550.00
	4Corners Project	Redevelopment of triangle for City Gateway.	\$ 125,000.00	\$ -	\$ 125,000.00
Grand Total Cash Allocated for Projects			\$ 21,277,714.30	\$ 8,271,416.82	\$ 13,006,297.48

CITY OF TOMBALL**2015-2016 ADOPTED BUDGET SUMMARY****Statement of Revenues, Expenditures and Changes in Fund Balance****FUND****DEPARTMENT**

460 - CAPITAL PROJECTS FUND - BUS. PARK

460 - BUSINESS PARK

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projections	FY 2016 Base Budget
Revenues:				
Interest	\$ 5,335	\$ -	\$ -	\$ -
Total	\$ 5,335	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ 216,350	\$ -	\$ 2,000,000	\$ -
Total	\$ 216,350	\$ -	\$ 2,000,000	\$ -
Revenues Over (Under)				
Expenditures	\$ (211,015)	\$ -	\$ (2,000,000)	\$ -
Beginning Fund Balance	\$ 8,516,504	\$ 8,305,489	\$ 8,305,489	\$ 6,305,489
Ending Fund Balance	\$ 8,305,489	\$ 8,305,489	\$ 6,305,489	\$ 6,305,489

CITY OF TOMBALL
460 - TEDC Business Park Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
BUSINESS PARK REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BASE BUDGET
5800 INTEREST INCOME	\$0	\$2,339	\$5,335	\$0	\$0	\$0
5900 DEBT PROCEEDS	\$0	\$8,500,000	\$0	\$0	\$0	\$0
5901 PREMIUM ON BONDS	\$0	\$170,307	\$0	\$0	\$0	\$0
TOTAL BUSINESS PARK REVENUES	\$0	\$8,672,646	\$5,335	\$0	\$0	\$0

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
BUSINESS PARK	TEDC BUSINESS PARK	460-460 TEDC BUSINESS PARK
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6409 SYSTEM EXPANSION	\$216,350	\$0	\$2,000,000	\$0
CAPITAL OUTLAY	\$216,350	\$0	\$2,000,000	\$0
TOTAL TEDC BUSINESS PARK	\$216,350	\$0	\$2,000,000	\$0

Internal Service Funds

650 - Fleet Replacement Fund

Fund Description

This fund was established to accumulate sufficient resources to replace existing vehicles and equipment (with values over \$5,000) which have reached or exceeded their useful lives. Resources are acquired through charges to operating departments in the General and Enterprise fund. The Special Revenue (Red Light Camera) fund contributed towards the replacement of the Gyro. The charges are calculated using a straight-line amortization of each piece of equipment based upon the item's expected useful life and estimated replacement cost. When a piece of equipment has reached the end of its useful life, the equipment is automatically scheduled for replacement in the appropriate budget year. If however, it is determined that the cost of continuing to maintain the equipment does not exceed its value at the time of replacement, a department may request that the equipment not be replaced until a later date and the equipment will be kept in service. Once the equipment is fully amortized however, the department will not continue to make payments to the fund. When the equipment is finally retired and replaced, payments for the amortization of the new equipment/vehicle will begin. Interest income earned by the fund and the sale of surplus equipment included in the replacement program will be used to offset the impact of inflation on the replacement cost of the equipment beyond that which had been projected.

The fund's financial summary is distinguished from those of the other funds in that it resembles the income statements of private corporations similar to the City's Enterprise Fund.

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

650 - INTERNAL SERVICE FUNDS

650 - FLEET REPLACEMENT

GENERAL FUND FLEET REPLACEMENT

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projections	FY 2016 Adopted
Revenues:				
Transfers	\$ 593,802	\$ 502,247	\$ 502,247	\$ 390,000
Other	65,000	-	-	-
Interest	734	-	-	-
Total	\$ 659,536	\$ 502,247	\$ 502,247	\$ 390,000
Expenditures:				
Capital Outlay	\$ 173,395	\$ 502,247	\$ 527,252	\$ 390,000
Total	\$ 173,395	\$ 502,247	\$ 527,252	\$ 390,000
Revenues Over (Under)				
Expenditures	\$ 486,141	\$ -	\$ (25,005)	\$ -
Beginning Fund Balance	\$ 1,601,485	\$ 2,087,626	\$ 2,087,626	\$ 2,062,621
Ending Fund Balance	\$ 2,087,626	\$ 2,087,626	\$ 2,062,621	\$ 2,062,621

ENTERPRISE FUND FLEET REPLACEMENT

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projections	FY 2016 Adopted
Revenues:				
Transfers	\$ 102,500	\$ 245,063	\$ 245,063	\$ -
Interest	-	-	-	-
Total	\$ 102,500	\$ 245,063	\$ 245,063	\$ -
Expenditures:				
Capital Outlay	\$ 46,365	\$ 245,063	\$ 245,644	\$ -
Total	\$ 46,365	\$ 245,063	\$ 245,644	\$ -
Revenues Over (Under)				
Expenditures	\$ 56,135	\$ -	\$ (581)	\$ -
Beginning Fund Balance	\$ 367,124	\$ 423,259	\$ 423,259	\$ 422,678
Ending Fund Balance	\$ 423,259	\$ 423,259	\$ 422,678	\$ 422,678

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

650 - INTERNAL SERVICE FUNDS

650 - FLEET REPLACEMENT

SPECIAL REVENUE FUND FLEET REPLACEMENT

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projections	FY 2016 Adopted
Revenues:				
Transfers	\$ 50,000	\$ 20,000	\$ 20,000	\$ 20,000
Other	65,000	-	-	-
Interest	-	-	-	-
Total	\$ 115,000	\$ -	\$ 20,000	\$ 20,000
Expenditures:				
Capital Outlay	\$ 95,258	\$ -	\$ -	\$ -
Total	\$ 95,258	\$ -	\$ -	\$ -
Revenues Over (Under) Expenditures	\$ 19,742	\$ -	\$ 20,000	\$ 20,000
Beginning Fund Balance	#REF!	#REF!	#REF!	#REF!
Ending Fund Balance	#REF!	#REF!	#REF!	#REF!

CITY OF TOMBALL
650 - Fleet Replacement Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
FLEET REPLACEMENT REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5500 SALE OF CITY PROPERTY	\$0	\$0	\$65,000	\$0	\$0	\$0
5741 GAIN (LOSS) DISPOSAL CITY PROP	\$0	\$13,054	\$0	\$0	\$0	\$0
5800 INTEREST INCOME	\$1,866	\$1,441	\$734	\$0	\$0	\$0
5910 TRANSFER FROM GENERAL FUND	\$89,000	\$234,500	\$593,802	\$502,247	\$502,247	\$390,000
5911 TRANSFER FROM UTILITY FUND	\$44,000	\$82,200	\$102,500	\$245,063	\$245,063	\$0
5961 TRANSFER IN	\$0	\$0	\$50,000	\$20,000	\$20,000	\$20,000
TOTAL FLEET REPLACEMENT REVENUES	\$134,866	\$331,195	\$812,036	\$767,310	\$767,310	\$410,000

FUND FLEET REPLACEMENT	CITY OF TOMBALL DEPARTMENT GEN FUND FLEET REPLACEMENT	DIVISION 650-651 GEN FUND FLEET REPLACEMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6403 MACHINERY AND EQUIPMENT	\$14,887	\$169,500	\$169,252	\$210,000
6405 VEHICLE EQUIPMENT	\$25,730	\$332,747	\$358,000	\$180,000
6410 DEPRECIATION EXPENSE	\$218,036	\$0	\$0	\$0
CAPITAL OUTLAY	\$258,653	\$502,247	\$527,252	\$390,000
TOTAL GEN FUND FLEET REPLACEMENT	\$258,653	\$502,247	\$527,252	\$390,000

FUND FLEET REPLACEMENT	CITY OF TOMBALL DEPARTMENT UTILITY FUND FLEET REPLACEMENT	DIVISION 650-652 UTILITY FUND FLEET REPLACEMENT
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6403 MACHINERY AND EQUIPMENT	\$0	\$146,000	\$146,000	\$0
6405 VEHICLE EQUIPMENT	\$0	\$99,063	\$99,644	\$0
6410 DEPRECIATION EXPENSE	\$46,365	\$0	\$0	\$0
CAPITAL OUTLAY	\$46,365	\$245,063	\$245,644	\$0
TOTAL UTILITY FUND FLEET REPLAC	\$46,365	\$245,063	\$245,644	\$0

CITY OF TOMBALL**2015-2016 ADOPTED BUDGET SUMMARY****Statement of Revenues, Expenditures and Changes in Fund Balance****FUND****DEPARTMENT**

910 - EMPLOYEE BENEFIT TRUST FUND

910 - EMPLOYEE BENEFIT TRUST

	FY 2014 Actual	FY 2015 Budget	FY 2015 Projected	FY 2016 Base Budget
Revenues:				
Transfers	\$ 2,180,930	\$ 2,376,960	\$ 2,176,960	\$ 2,291,634
Interest	299	200	-	-
Total	\$ 2,181,229	\$ 2,377,160	\$ 2,176,960	\$ 2,291,634
Expenditures:				
Health Insurance Costs	\$ 1,924,820	\$ 2,331,600	\$ 2,199,434	\$ 2,229,238
Services and Charges	42,545	45,360	61,738	62,766
Total	\$ 1,967,365	\$ 2,376,960	\$ 2,261,172	\$ 2,292,004
Revenues Over (Under)				
Expenditures	\$ 213,864	\$ 200	\$ (84,212)	\$ (370)
Beginning Fund Balance	\$ 770,757	\$ 984,621	\$ 984,621	\$ 900,409
Ending Fund Balance	\$ 984,621	\$ 984,821	\$ 900,409	\$ 900,039

CITY OF TOMBALL

910 - Employee Trust Fund Revenue Detail

	FY 2012	FY 2013	FY 2014	FY 2015		FY 2016
EMPLOYEE BENEFITS TRUST REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTIONS	BASE BUDGET
5800 INTEREST	\$547	\$523	\$299	\$200	\$0	\$0
5961 TRANSFERS IN	\$1,885,042	\$2,091,322	\$2,180,930	\$2,376,960	\$2,176,960	\$2,291,634
TOTAL EMPLOYEE BENEFITS TRUST REVENUES	\$1,885,589	\$2,091,845	\$2,181,229	\$2,377,160	\$2,176,960	\$2,291,634

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
EMPLOYEE BENEFITS TRUST	HEALTH INSURANCE	910-920 HEALTH INSURANCE
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6024 HEALTH INSURANCE	\$1,924,820	\$2,331,600	\$2,199,434	\$2,229,238
PERSONNEL SERVICES	\$1,924,820	\$2,331,600	\$2,199,434	\$2,229,238
6304 PROF. SERVICES- OTHER	\$42,545	\$45,360	\$43,738	\$44,766
6329 OTHER SERVICES	\$0	\$0	\$18,000	\$18,000
SERVICES AND CHARGES	\$42,545	\$45,360	\$61,738	\$62,766
TOTAL HEALTH INSURANCE	\$1,967,365	\$2,376,960	\$2,261,172	\$2,292,004

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

730 - WATER CAPITAL RECOVERY FUND

DEPARTMENT

730 - WATER CAPITAL RECOVERY

	FY2014 Actual	FY2015 Current Budget	FY2015 Projections	FY 2016 Adopted Budget
Revenues:				
Water Capital Recovery Fee	\$ 219,025	\$ 200,000	\$ 190,000	\$ 200,000
Interest	448	325	400	400
Total Revenues	\$ 219,473	\$ 200,325	\$ 190,400	\$ 200,400
Expenditures:				
Prof. Service Other	\$ 15,685	\$ -	\$ 22,502	\$ -
Total Expenditures	\$ 15,685	\$ -	\$ 22,502	\$ -
Revenues Over/(Under) Expenditures	\$ 203,788	\$ 200,326	\$ 167,898	\$ 200,400
Beginning Fund Balance	\$ 1,065,578	\$ 1,269,366	\$ 1,269,366	1,437,264
Ending Fund Balance	\$ 1,269,366	\$ 1,469,692	\$ 1,437,264	\$ 1,637,664

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
WATER CAPITAL RECOVERY	WATER CAPITAL RECOVERY	730-731 WATER CAPITAL RECOVERY
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROF.SERV.-OTHER	\$15,685	\$0	\$22,502	\$0
SERVICES AND CHARGES	\$15,685	\$0	\$22,502	\$0
TOTAL WATER CAPITAL RECOVERY	\$15,685	\$0	\$22,502	\$0

CITY OF TOMBALL

2015-2016 ADOPTED BUDGET SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance

FUND

DEPARTMENT

740 - SEWER CAPITAL RECOVERY FUND

740 - SEWER CAPITAL RECOVERY

	FY2014 Actual	FY2015 Current Budget	FY 2015 Projections	FY2016 Adopted Budget
Revenues:				
Sewer Capital Recovery Fee	\$ 236,296	\$ 225,000	\$ 212,000	\$ 225,000
Interest	546	500	500	500
Total Revenues	<u>\$ 236,842</u>	<u>\$ 225,500</u>	<u>\$ 212,500</u>	<u>\$ 225,500</u>
Expenditures:				
Prof.Servce Other	\$ 15,685	\$ -	\$ 12,189	\$ -
Total Expenditures	<u>\$ 15,685</u>	<u>\$ -</u>	<u>\$ 12,189</u>	<u>\$ -</u>
Revenues Over/(Under) Expenditures	\$ 221,157	\$ 225,500	\$ 200,311	\$ 225,500
Beginning Fund Balance	\$ 1,263,060	\$ 1,484,217	\$ 1,484,217	\$ 1,684,528
Ending Fund Balance	<u><u>\$ 1,484,217</u></u>	<u><u>\$ 1,709,717</u></u>	<u><u>\$ 1,684,528</u></u>	<u><u>\$ 1,910,028</u></u>

CITY OF TOMBALL		
FUND	DEPARTMENT	DIVISION
SEWER CAPITAL RECOVERY	SEWER CAPITAL RECOVERY	740-741 SEWER CAPITAL RECOVERY
DETAILS		

LINE ITEMS	2014 ACTUAL	2015 BUDGET	2015 PROJECTIONS	2016 BUDGET
6304 PROF.SERV.-OTHER	\$15,685	\$0	\$12,189	\$0
SERVICES AND CHARGES	\$15,685	\$0	\$12,189	\$0
TOTAL SEWER CAPITAL RECOVERY	\$15,685	\$0	\$12,189	\$0

ACTIVE SUPPLEMENTAL

GENERAL FUND

DEPT	ACCT	DEPARTMENT	PRIORITY	TITLE	TOTAL AMOUNT
112	0000	PERMITS & INSPECTIONS	2	CODE ENFORCEMENT OFFICER	\$79,101
112 Total		PERMITS & INSPECTIONS			\$ 79,101
113	6130	MAYOR AND COUNCIL	2	REPLACE GUEST SEATING IN COUNCIL CHAMBERS & PORTRAITS	\$15,490
113	6130	MAYOR AND COUNCIL		REPLACE DAIS SEATING IN COUNCIL CHAMBERS	\$5,000
113 Total		MAYOR AND COUNCIL			\$ 20,490
116	6304	FINANCE		CONSULTANT FOR BANKING SERVICES RFP	\$25,000
116 Total		FINANCE			\$ 25,000
117	6103	INFORMATION SYSTEMS		FD-HARDWARE EQUIPMENT	\$12,050
117	6103	INFORMATION SYSTEMS		FD-MDT	\$6,000
117	6103	INFORMATION SYSTEMS		FD-MONITORS	\$2,700
117	6103	INFORMATION SYSTEMS		IT-EMPLOYEE TIME CLOCK	\$16,000
117	6320	INFORMATION SYSTEMS		COMMUNITY CENTER-ROOM A	\$5,000
117	6320	INFORMATION SYSTEMS		COMMUNITY CENTER-ROOM B	\$8,000
117	6320	INFORMATION SYSTEMS		IT-SOFTWARE LICENSING	\$14,000
117	6320	INFORMATION SYSTEMS		PD-CAD UPGRADE	\$8,800
117 Total		INFORMATION SYSTEMS			\$ 72,550
121	6324	POLICE DEPARTMENT	8	COMMERCIAL WASHER AND DRYER FOR JAIL	\$15,000
121	6320	POLICE DEPARTMENT	11	ACCIDENT DATA RETRIEVAL SYSTEM	\$15,000
121 Total		POLICE DEPARTMENT			\$ 30,000
131	6206	COMMUNITY CENTER		EXTERIOR PAINTING FOR COMMUNITY CTR	\$38,000
131 Total		COMMUNITY CENTER			\$ 38,000
142	6405	FIRE DEPARTMENT	3	BOOSTER 2 SKID UNIT REMOUNT	\$66,000
142 Total		FIRE DEPARTMENT			\$66,000
151	6320	PUBLIC WORKS		PW MY GOV SOFTWARE MODULE	\$6,000
151 Total		PUBLIC WORKS			\$ 6,000
153	6409	PARKS		LIGHTING AT THE DEPOT	\$30,000
153	6409	PARKS		PARK IMPROVEMENT	\$100,000
153	6321	PARKS	1	CONTRACT MOWING SERVICE	\$25,000
153	6207	PARKS	3	WAYNE STOVALL - LIGHTING AND PARKING IMPROVEMENTS	\$200,000
153	6409	PARKS		SPLASH PAD	\$45,000
153 Total		PARKS			\$ 400,000
154	0000	STREETS		STREETS SERVICEPERSON	\$65,614
154	6409	STREETS		SIDEWALKS/CURB & GUTTER - DEPOT	\$75,000
154	6409	STREETS		SIDEWALKS - ZION ROAD	\$500,000
154 Total		STREETS			\$640,614
General Fund Total					\$ 1,377,755

ACTIVE SUPPLEMENTAL

COURT TECHNOLOGY FUND

DEPT	ACCOUNT	DEPARTMENT	PRIORITY	TITLE	TOTAL AMOUNT
122	6103	MUNICIPAL COURT TECH	1	CITY HALL ADOUE/MONITOR	\$7,600
122 Total		MUNICIPAL COURT TECH			\$ 7,600
Court Technology Fund Total					\$ 7,600

RED LIGHT CAMERA FUND

DEPT	ACCOUNT	DEPARTMENT	PRIORITY	TITLE	TOTAL AMOUNT
125	6119	RED LIGHT CAMERA FUND		MESSAGE BOARDS AND BARRICADES	\$38,500
125 Total		RED LIGHT CAMERA FUND			\$ 38,500
Red Ligh Camera Fund Total					\$ 38,500

ENTERPRISE FUND

DEPT	ACCOUNT	DEPARTMENT	PRIORITY	TITLE	TOTAL AMOUNT
613	6106	WATER	1	TEMPORARY METER PROGRAM	\$60,000
613	6403	WATER	2	CL2 BOOSTER STATION. SOUTH-SIDE.	\$218,000
613	6409	WATER	3	WATER AND GAS METER CONVERSIONS TO COMPLETE AMR	\$200,000
613 Total		WATER			\$ 478,000
614	6361	SEWER	1	CRITICAL NEEDS ASSESSMENT FOR WWTPS	\$80,000
614	6362	SEWER	2	CCN APPLICATION AND PERMITTING	\$30,000
614	6403	SEWER	3	UPGRADES TO NORTH WASTE WATER PLANT	\$450,000
614	6403	SEWER	3	UPGRADES TO SOUTH WASTE WATER PLANT.	\$200,000
614	6207	SEWER	4	SANITARY SEWER T.V. & C. POINT REPAIRS, LINING.	\$250,000
614	6403	SEWER	5	TRAILER MOUNTED VAC AND VALVE MAINTENANCE TRAILER	\$100,000
614	6219	SEWER	6	PAVE ROADWAY/ENTRANCE TO NWWTP	\$100,000
614 Total		SEWER			\$ 1,210,000
615	6403	GAS	1	NATURAL GAS DETECTOR	\$17,000
615 Total		GAS			\$ 17,000
Enterprise Fund Total					\$ 1,705,000

Grand Total					\$ 3,128,855.00
--------------------	--	--	--	--	------------------------

City of Tomball
 Analysis of Ad Valorem Tax Rates
 2015-2016 Annual Budget

FY	Debt Rate	M&O Rate	Total Tax Rate	% Change Total Rate	% Change Debt Rate	% Change M&O Rate
1994	\$ 0.244461	\$ 0.098059	\$ 0.342520			
1995	0.241520	0.101000	0.342520	0.00%	-1.20%	2.999%
1996	0.238490	0.104030	0.342520	0.00%	-1.25%	3.000%
1997	0.235370	0.107050	0.342420	-0.03%	-1.31%	2.903%
1998	0.232150	0.110370	0.342520	0.03%	-1.37%	3.101%
1999	0.228840	0.113800	0.342640	0.04%	-1.43%	3.108%
2000	0.219750	0.122470	0.342220	-0.12%	-3.97%	7.619%
2001	0.189240	0.117600	0.306840	-10.34%	-13.88%	-3.976%
2002	0.166000	0.114000	0.280000	-8.75%	-12.28%	-3.061%
2003	0.264590	0.015410	0.280000	0.00%	59.39%	-86.482%
2004	0.180000	0.100000	0.280000	0.00%	-31.97%	548.929%
2005	0.172000	0.108000	0.280000	0.00%	-4.44%	8.000%
2006	0.163360	0.116400	0.279760	-0.09%	-5.02%	7.778%
2007	0.144987	0.106468	0.251455	-10.12%	-11.25%	-8.533%
2008	0.150000	0.101455	0.251455	0.00%	3.46%	-4.708%
2009	0.120000	0.131455	0.251455	0.00%	-20.00%	29.570%
2010	0.130000	0.121455	0.251455	0.00%	8.33%	-7.607%
2011	0.140000	0.111455	0.251455	0.00%	7.69%	-8.234%
2012	0.230000	0.111455	0.341455	35.79%	64.29%	0.000%
2013	0.230000	0.111455	0.341455	0.00%	0.00%	0.000%
2014	0.230000	0.111455	0.341455	0.00%	0.00%	0.000%
2015	0.230000	0.111455	0.341455	0.00%	0.00%	0.000%
2016	0.230000	0.111455	0.341455	0.00%	0.00%	0.000%

City of Tomball
 Analysis of Ad Valorem Tax Levies & Collections
 2015-2016 Annual Budget

FY	Original Levy	% Change	Tax Rate	% Change	Ad valorem Collections	% Collected
1994	\$ 889,008		\$ 0.34252			
1995	938,738	5.59%	0.342520	0.00%		
1996	1,010,284	7.62%	0.342520	0.00%		
1997	1,061,908	5.11%	0.342520	0.00%		
1998	1,005,000	-5.36%	0.342520	0.00%		
1999	1,159,700	15.39%	0.342520	0.00%	\$ 1,239,142	106.9%
2000	1,311,000	13.05%	0.342520	0.00%	1,397,287	106.6%
2001	1,330,000	1.45%	0.306840	-10.42%	1,403,452	105.5%
2002	1,549,800	16.53%	0.280000	-8.75%	1,535,711	99.1%
2003	1,600,000	3.24%	0.280000	0.00%	1,719,641	107.5%
2004	1,915,562	19.72%	0.280000	0.00%	1,892,241	98.8%
2005	2,013,497	5.11%	0.280000	0.00%	1,972,233	98.0%
2006	2,130,000	5.79%	0.280000	0.00%	2,153,938	101.1%
2007	2,466,005	15.77%	0.251455	-10.19%	2,175,069	88.2%
2008	2,518,681	2.14%	0.251455	0.00%	2,470,516	98.1%
2009	2,887,450	14.64%	0.251455	0.00%	2,833,017	98.1%
2010	2,907,568	0.70%	0.251455	0.00%	2,866,284	98.6%
2011	2,819,764	-3.02%	0.251455	0.00%	2,745,247	97.4%
2012	3,903,019	38.42%	0.341455	35.79%	3,818,306	97.8%
2013	4,561,041	16.86%	0.341455	0.00%	4,576,793	100.3%
2014	4,580,420	0.42%	0.341455	0.00%	4,944,651	108.0%
2015	5,153,330	12.51%	0.341455	0.00%	5,154,735	100.0%
2016	5,766,800	11.90%	0.341455	0.00%	-	0.0%

Note - 2015 Collections as of 9/30/2015

CITY OF TOMBALL, TEXAS
OPERATING INDICATORS BY FUNCTION/PROGRAM
Last Ten Years

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Function/Program										
Police										
Arrests	1,611	1,812	1,840	1,625	2,049	2,012	1,475	2,394	1,650	1,252
Accident reports	523	609	499	440	330	334	392	378	453	514
Citations	12,473	7,602	12,445	10,820	14,694	12,798	13,329	11,330	10,181	7,251
Offense reports	2,321	2,174	2,398	2,050	1,705	1,915	2,153	2,008	2,224	1,462
Calls for service	8,861	8,558	8,299	7,688	7,348	6,774	7,399	40,881	30,237	7,938
Fire										
Emergency responses	860	1,028	1,241	1,056	1,341	1,364	1,523	1,768	2,749	2,002
Fire incidents	278	170	206	218	220	207	178	129	128	104
Average response time	6:07	5:40	5:34	4:38	5:15	5:54	6:40	4:50	5:13	5:18
Water										
New accounts	875	719	663	532	89	79	56	122	126	88
Source:										
Water	875	719	663	532	89	79	56	122	126	88
Sewer	875	719	663	532	89	79	56	122	126	88
Average daily consumption (millions of gallons)	2,002	1,897	1,980	2,166	1,941	2,525	2,249	2,043	1,967	2,052
Number of million gallons of surface water pumped	0	0	0	0	0	0	0	0	0	0
Number of million gallons of well water pumped	730,198	692,163	722,788	790,409	708,565	923,261	822,215	759,817	718,069	750,434
Total consumption (millions of gallons)	730,198	692,363	722,788	790,409	708,565	923,261	822,215	759,817	718,069	750,434
Peak daily consumption (millions of gallons)	3,395	3,241	4,425	3,791	3,480	4,392	4,312	4,689	3,385	2,840
Sewer										
Average daily sewage treatment (millions of gallons)	1.500	1.636	1.422	1.428	1.362	1.174	1.555	1.347	1.478	1.576
Total consumption (millions of gallons)	547.500	597.140	519.030	520.176	497.166	429.608	567.754	491.66	539.47	575.24
Peak daily consumption (millions of gallons)	4.50	5.10	5.90	5.10	3.72	2.18	7.44	2.85	5.19	3.78

Source: Various City departments

ORDINANCE NO. 2015-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TOMBALL, TEXAS, ADOPTING THE BUDGET FOR THE CITY OF TOMBALL, TEXAS, FOR FISCAL YEAR 2015-2016; AND AUTHORIZING THE CITY MANAGER TO APPROVE INTRA-DEPARTMENTAL (WITHIN THE SAME DEPARTMENT ONLY) TRANSFERS OF BUDGETED FUNDS; AND AMENDING THE BUDGET FOR THE 2014-2015 FISCAL YEAR IN ACCORDANCE WITH ACTUAL EXPENDITURES; AND PROVIDING OTHER DETAILS RELATING TO THE PASSAGE OF THIS ORDINANCE.

* * * * *

WHEREAS, the Budget of the City of Tomball for the Fiscal Year 2015-2016 was presented to the City Council of the City of Tomball on the 6th day of July 2015 and was filed with the City Secretary's Office on July 6, 2015 for the purpose of Public Display; and the City Council has reviewed and amended the proposed budget and changes as approved by the City Council have been identified and their effect included in the budget; and

WHEREAS, NOTICE OF PUBLIC HEARINGS for the Budget of the City of Tomball, Texas, for Fiscal Year 2015-2016 was published in the City's official newspaper advising citizens of the Public Hearing to be conducted on July 20, 2015 and August 3, 2015, and also advising that said Budget was available for their inspection prior to the Public Hearings; and

WHEREAS, at said Public Hearings all citizens of the City had the right to be present and to be heard, and those who requested to be heard were heard, and it being the opinion of the Mayor and City Council that said Budget should be adopted; and

WHEREAS, said Budget shall be in effect for the ensuing Fiscal Year, October 1, 2015, through September 30, 2016;

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

Section 1.0 Adoption of Budget. That from October 1, 2015, through September 30, 2016, the appropriations, as stated in the Budget as proposed expenditures, shall be and are hereby appropriated to the several objects and purposes named and designated in the Budget.

Section 2.0 Public Record. The City Secretary is hereby directed to place in the Budget an endorsement which shall read as follows: **“The Original Budget of the City of Tomball, Texas for the Fiscal Year 2015-2016.”** Such Budget as endorsed shall be kept on file in the office of the City Secretary as a Public Record and a copy of said Budget is attached to this ordinance and made a part of this ordinance for all purposes.

Section 3.0 Intra-Departmental Transfers. In accordance with the responsibility of the City Manager established by Section 7.01 C. (2) of the City Charter to administer the annual budget, the City Manager is authorized, as circumstances reasonably require, to approve intra-departmental (within the same department only) transfers of budgeted funds. Further, the documentation for such transfers shall be maintained as a part of the City's financial records.

Section 4.0 Beginning Fund Balances. That the Beginning Fund Balance reflected in the budget for each operating and capital project fund for which a Budget is adopted hereby automatically shall be adjusted to be the amount of the Ending Fund Balance for Fiscal Year 2015 as fully adjusted to reflect the final Comprehensive Annual Financial Report for Fiscal Year 2015 when released, for each respective fund. The revised Beginning Fund Balance shall thereafter be used to calculate the Fiscal Year 2016 Ending Fund Balance.

Section 5.0 2014-2015 Budget Amended. That the City Council has reviewed the actual expenditures for the 2014-2015 Fiscal Year and compared them to the projections contained in the 2014-2015 Fiscal Year budget. The 2014-2015 Fiscal Year budget is hereby amended in accordance with the actual expenditures for the 2014-2015 Fiscal Year.

FIRST READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 3RD DAY OF AUGUST 2015.

COUNCILMAN HUDGENS	<u>AYE</u>
COUNCILMAN STOLL	<u>AYE</u>
COUNCILMAN DEGGES	<u>AYE</u>
COUNCILMAN TOWNSEND	<u>AYE</u>
COUNCILMAN KLEIN QUINN	<u>AYE</u>

SECOND READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 17TH DAY OF AUGUST 2015.

COUNCILMAN HUDGENS	<u>AYE</u>
COUNCILMAN STOLL	<u>AYE</u>
COUNCILMAN DEGGES	<u>AYE</u>
COUNCILMAN TOWNSEND	<u>AYE</u>
COUNCILMAN KLEIN QUINN	<u>AYE</u>

Gretchen Fagan
GRETCHEN FAGAN
Mayor

ATTEST:

Doris Speer
DORIS SPEER
City Secretary

Tomball Fast Facts*

2015 Population: 21,124

2015 Assessed Value: \$1,688,890,118

Median Age: 36 years

Median Household Income: \$59,294

Average Household Income: \$68,697

Number of Households: 7,837

Employed Labor Force (Greater Tomball Area – within 30 minutes of Tomball): 96.1%

Square Miles: 12.287 square miles

Education Level (Population 25 years +): 16.9% with a Bachelor's Degree or higher

Major Employers in Tomball (non retail):

Tomball Regional Medical Center

Tomball ISD

Tomball College

Baker Hughes



*Source: Tomball Economic Development Corporation
US Census Bureau

Tomball Journal

City Description

The area that is now Tomball, Texas was settled in the early 1900's by European, primarily German, settlers. They were attracted by the many streams, rolling fields and pastures, as well as the numerous pine trees that dotted the landscape. It was perfect setting for farming and raising cattle. By 1906, the community had become known as Peck. However, on December 2, 1907, the City was officially renamed Tom Ball, later shortened to Tomball, in honor of Thomas Henry Ball, a four-term U.S. congressman and railroad attorney, who was responsible for routing the Houston-to-Dallas railway through the area.

In 1933, life in Tomball completely changed when oil was discovered by the Magnolia Oil Company. Shortly afterwards, hundreds of wells owned by many different oil and gas companies were located in or near Tomball. Workers relocated to be near the wells, and many oil companies provided housing.

Move forward 100 years and see what Tomball has become in 2007 as it celebrated its Centennial birthday. Tomball has become known as a quintessential American haven, "*A Hometown with a Heart.*" Despite rapid growth and monumental change in the area in the last decade, Tomball is still widely known for its spirit of community. Suburban pressures have fueled subdivision development and steady population growth.

The City's light industrial base also continues to grow with the relocation of Eagle Gasket and Specialty Steel into the community. Retail development also continues to thrive with the opening of Ross, Marshalls and Kohl's. The City enjoys a varied manufacturing and technology base that adds to the relative stability of the unemployment rate. Major industries with headquarters or divisions located within the City's boundaries or in close proximity include the international headquarters for a large oil related corporation, a regional hospital with related health care facilities, and computer hardware and software manufacturers.

During fiscal year 2010-11, Council developed a strategic plan which identifies their goals for the community through 2016. A citizen survey was also conducted that year. The City staff worked to develop a budget with these two items in mind. Growth and change will definitely continue to be underlying themes in the Tomball of the 21st Century. The City of Tomball and its citizens will continue to work hard to foster continued growth while maintaining the hometown atmosphere.

APPENDIX A - The Budget Process FY 15-16

March 6 – 13, 2015

- Department Training
(Department Directors and designated employees attend training on McLain mBudget Software)

April 7, 2015

- Departments Submit Year End Projections
(Department Directors submit year-end projections on their current year budget. This information provides the starting point for planning for the new budget)
- Departments Submit Base Budgets and any Adjustments to Base
(Department Directors submit budget request for funding needed to continue operations as they currently exist and any funding adjustments needed due to either changes in price or operating procedures)
- Departments Submit Supplemental Program Requests
(Department Directors submit budget requests for new positions and programs for significant expansions of existing programs)

April 8 – 10, 2015

- Human Resources, Information Technology, and Public Works Review Supplementals
(HR, IT, and PW review supplementals and project/propose expected expenditure)

April 13, 2015

- Budget Workbooks Created and Submitted to City Manager

April 15 – 29, 2015

- Department Budget Meetings
(A series of meetings conducted by the City Manager and Finance Director with individual departments to discuss their budget requests)

June 9, 2015*

- Preliminary Appraisal Rolls from Harris County Appraisal District are Received
(Preliminary appraisal rolls are received from the Harris County Appraisal District showing initial taxable values)
**SUBJECT TO CHANGE*

June 24, 2015

- Budget Notebooks to City Council
(Submit notebooks to City Council to review and ask questions)

July 6, 2015

- 1st Budget Workshop with City Council

July 20, 2015

- 2nd Budget Workshop with City Council

July 27, 2015

- 3rd Budget Workshop with City Council

August 3, 2015

- Public Hearings on budget and Present Final Proposed Budget
(Following the required newspaper notices, public hearings are scheduled on the proposed budget)
- First Reading of Ordinance Adopting the Budget
(First reading of the budget adoption is approved by City Council)

August 17, 2015

- Second Reading of Ordinance Adopting the Budget
(Second reading of the budget adoption is approved by City Council)
- Resolution to adopt master fee schedule which includes the utility rates

Week of August 24, 2015

- Certified Appraisal Rolls are Received
*(Certified appraisal rolls from the Harris County Appraisal District rolls are received showing 17.1taxable values)
SUBJECT TO CHANGE

September 4, 2015

- Effective Tax Rate Published
(Upon receipt of certified appraisal rolls, the Harris County Tax Office performs the net effective tax rate calculation as required by State law. The effective tax rate is \$.341591 with a rollback rate of \$.615386)

October 5, 2015

- Adoption of FY 2015-2016 Tax Rate
(The City Council meets to vote on the proposed tax rate of \$.341455. Two readings of the ordinance are required by City Charter)

November 25, 2015

- 2015-2016 Budget Document is published
(Finance staff works to develop final budget documents which is then printed and distributed to users)

Appendix B – Financial Management Policies

Introduction

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

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

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

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

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

Capital Expenditures and Improvements: Annual review and monitor the condition of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives, and availability of resources.

Staffing and Training: Staffing levels shall be adequate for the fiscal departments of the City's to function effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Possible way sot increase efficiency shall be explored before adding staff. However, the staffing levels shall not be inadequate or marginal such that the internal controls are jeopardized or personnel turnover rates are unacceptable.

The City shall support the continuing education efforts of all financial staff including the investment in time and materials for maintaining a current perspective concerning financial issues. Staff shall be held accountable for communicating, teaching, and sharing with other staff members all information and training materials acquired from seminars, conferences and related education efforts.

Fund Balance / Working Capital / Retained Earnings: Maintain the fund balance, working capital and retained earnings of the various operating funds at levels sufficient to protect the City's credit worthiness as well as its financial position from the emergencies.

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

Investments: Invest the City's operating cash to ensure its safety, provide necessary liquidity optimize yield.

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

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

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

Fiscal Monitoring: Prepare and present reports for the current and multi-year periods that analyze, evaluate, and forecast the City's financial performance and economic condition.

Accounting, Auditing, and Financial Reporting: Comply with prevailing federal, state, and local statutes and regulations. Conform to generally accepted accounting principles as promulgated by the

Governmental Accounting Standards Board (GASB), The American Institute of Certified Public Accountants (AICPA), and the Government Finance Officer's Association (GFOA).

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

Risk Management: Prevent and/or reduce financial impact to the City due to claims and losses through prevention, through transfer of liability, and/or through a program of self-insuring of the liability.

Budget: Develop and maintain a balanced budget which presents a clear understanding of goals, services levels, and performance standards and which shall be to the extent possible "user friendly" for citizens.

Revenues

1. **Balance and Diversification in Revenue Sources:** The City shall strive to maintain a balance diversified revenue system to protect the City from fluctuation in any one source due to the changes in economic conditions which adversely impact that source.
2. **User Fees:** For services that benefit specific users, which possible the City shall establish and collect fees to recover the cost of those services. Where feasible and desirable, the City shall seek to recover full direct and indirect costs whereas not to prohibit economic development. City staff shall review user fees on a regular basis to calculate their full costs recovery levels, to compare them to the current fee structure, and to recommend adjustments where necessary.
3. **Property Tax Revenues/Tax Rates:** The City shall endeavor to balance its reliance on property tax revenues by revenue diversification, implementation and continued use of user fees, and economic development. The City shall also strive to minimize tax rate increases.
4. **Utility/Enterprise Funds User Fees:** Utility rates and Enterprise Funds user fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, provide additional funding for capital improvements, and provide adequate levels of working capital.
5. **Administrative Service Charges:** The City shall prepare a cost allocation plan annually to determine the administrative service charges due the General Fund from Enterprise Funds for

overhead and staff support. Where appropriate, the Enterprise Funds shall pay the General Fund for direct services rendered.

6. Revenue Estimates for Budgeting: in order to maintain a stable level of services, the City shall use a conservative, objective, and analytical approach when preparing revenue estimates for current and multi-year periods. The process shall include the analysis and probability of economic changes and their impacts on revenues, historical collection rates, and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year and mid-year service reductions.

Expenditures

1. Current Funding Basis: The City shall operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues plus the planned use of fund balance accumulated through prior year's savings.
2. Contracted Labor: The City will utilize contracted labor for the provision of City services whenever private contractors can perform the established levels of service are performed at the least expense to the City.
3. Avoidance of Operating Deficits: The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue estimates are such that an operating deficit is projected at year-end.
4. Maintenance of Capital Assets: Through the Fleet Replacement Fund and within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to continue services levels.
5. Periodic Program Review: Periodic program reviews for efficiency and effectiveness shall be performed. Programs not meeting efficiency or effectiveness shall be brought up to required standards or be subject to reduction or elimination.
6. Purchasing: The City shall make every effort to maximize any discounts offered by creditors/vendors. Vendors with balances due the City will have payments due the vendor offset against the amount due the City. The City will follow state law concerning the amount of the

purchase requiring formal bidding procedures and approval by the City Council. For purchases where competitive bidding is not required, the City shall obtain the most favorable terms and pricing possible. Every effort will be made to include minority business enterprises in the bidding process.

Capital Expenditures and Improvements

1. **Capital Improvements Planning Program:** The City shall annually review the Capital Improvement Plan ("CIP"), the current status of the City's infrastructure, replacement and renovation needs, and potential new projects and update the plan as appropriate. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. For every project, all operation, maintenance and replacement costs shall be fully estimated and disclosed. The CIP shall also present the City's long-term borrowing plan, debt payment schedules, and other debt outstanding or planned including general obligation bonds, revenue bonds, certificates of obligation, and lease/purchase agreements when appropriate.
2. **Capital Assets:** A capital asset will be defined as equipment that exceeds \$20,000 and has a useful life that exceeds 3 years.
3. **Replacement of Fleet Capital Assets on a Regular Schedule:** The City shall annually prepare a schedule for the replacement of its fleet and fleet related capital assets associated with General Fund and Enterprise Fund operations through the Fleet Replacement Fund. Capital assets included in this fund will be authorized by charges to the departments using the assets. The amortization charges will be sufficient for replacing the capital equipment at the end of its expected useful life. The amortization charges and application of those funds for replacement purposes will be accounted for in the Fleet Replacement Fund.
4. **Capital Expenditure Financing:** The City recognizes that there are several methods of financing capital requirements: budget the funds from current revenues; take the funds from fund balance/retained earnings as allowed by the Fund Balance/ Retained Earning Policy; utilize funds from grants and foundation; or borrow money through debt. Debt financing includes general obligations, and lease/purchase agreements when appropriate.

Fund Balance

1. General Fund Undesignated Fund Balance: The City shall strive to maintain the General Fund undesignated fund balance at a target of 18% of current year budgeted operating expenditures with the minimum being 15% and the maximum balance being 20%.
2. Debt Service Fund Balance: The City shall strive to maintain the Debt Service Fund balance at a target of 18% of the next year's total principle and interest requirements on bonded debt with the minimum being 15% and the maximum balance being 20%.
3. Utility Working Capital and Retained Earnings of Other Operating Funds: In other operating funds, the City shall strive to maintain a positive retained earnings position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the minimum working capital in the Water, Wastewater and Natural Gas funds shall be a target level of 18% of current year budgeted operating expenditures with the minimum being 15% and the maximum balance being 20%.
4. Use the Fund Balance / Retained Earnings: Fund Balance / Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital purchases and capital projects that cannot be accommodated through current year savings. Should such use reduce the balance below the minimum level set as the objective for that fund, recommendations will be made on how to restore it.

Debt Management

1. Use of Debt Financing: Debt financing to include general obligation bonds, revenue bonds, certificates of obligation, certificates of participation, and lease/purchase agreements, shall only be used to purchase capital assets.
2. Amortizations of Debt: Amortization of debt shall be structured in accordance with a multi-year capital improvement plan. The term of a debt issue will never exceed the useful life of the capital asset being financed.
3. Affordability Targets: The City shall use an objective analytical approach to determine whether it can afford to assume new debt beyond the amount it retires each year. This process shall

compare general accepted standards of affordability to the current values for the City. These standards shall include debt per capita, debt as a percent of taxable value, debt service payments as a percent of current revenues and current expenditures, and the level of overlapping net debt of all local taxing jurisdictions. The process shall also examine the direct costs and benefits of the proposed expenditures as determined in the City's annual update to the Capital Improvement Plan. The decision on whether or not to assume new debt shall be based on these costs and benefits.

4. Bidding Parameters: The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market condition and other prevailing factors. Parameters to be examined include:
 - Limits between lowest and highest coupons
 - Coupon requirements relative to the yield curve
 - Method of underwriter compensation, discount or premium coupons
 - Use of True Interest Cost (TIC) vs. Net Interest Cost (NIC)
 - Use of bond insurance
 - Deep discount bonds
 - Variable rate bonds
 - Call provisions
5. Bond Issuance Advisory Fees and Costs: The City will be actively involved in the selection of all financial advisors, underwriters, paying agents, and bond counsel. The City shall evaluate the merits of rotating professional advisors and consultants as well as the kinds of services and fee structures available from independent financial advisors, investment banking firms, and commercial banks. The City will carefully itemize and scrutinize all costs associated with the issuances of the bonds.
6. Sale Process: The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated bid.
7. Rating Agencies Presentation: Full disclosure of operations and open lines of communication shall be made to the rating agencies. City staff, with assistance of financial advisors, shall prepare the necessary materials and presentation to the rating agencies.

8. Continuing Disclosure: The City is committed to continuing disclosure of financial and pertinent credit information relevant to the City's outstanding securities.
9. Debt Refunding: City staff and the financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. A proposed refunding of debt should provide a present value benefit as a percent of refunded principal of at least 3.5%.

Investments

The City's cash shall be invested in such a manner so as to ensure the absolute safety of principal and interest, to meet the liquidity needs of the City, and to achieve the highest possible yield in accordance with the City's Investment Policy. Interest earned from investment shall be provided. Cash forecasting models and procedures will be employed to maximize the amount of investment funds.

Intergovernmental Relations

1. Inter-local Cooperation in Delivery Services: In order to promote the effective and efficient delivery of services, the City shall work with other local jurisdictions to share on an equitable basis the costs of services, to share facilities, and to develop joint programs to improve service to its citizens.
2. Legislative Program: The City shall cooperate with other jurisdictions to actively oppose any state or federal regulation or proposal that mandates additional City programs or services and does not provide the funding from implementation.

Grants

1. Grant Guidelines: The City shall seek, apply for, and obtain those grants that are consistent with priority needs and objectives identified by Council.
2. Indirect Costs: The City shall recover indirect costs to the maximum amount allowed by the funding source. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.
3. Grant Review: The City shall review all grant submittals for their cash or in-kind match requirement, their potential impact on the operating budget, and the extent to which they meet

the City's policy objectives. If there are cash match requirements, the source of funding shall be identified and approved prior to application. An annual report on the status of Grant programs and their effectiveness shall also be prepared.

4. Grant Program Termination: the City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available unless alternate funding is identified.

Economic Development

1. Commitment to Expansion and Diversification: The City shall encourage and participate in economic development efforts to expand Tomball's economy and tax base, to increase local employment and to invest when there is defined specific long-term return. These efforts shall not only focus on new areas but on inner city areas, and other established sections of Tomball where development can generate additional jobs and other economic benefits.
2. Tax abatements: The City shall develop and maintain a tax abatement policy to encourage commercial and/or industrial growth and development throughout Tomball. The City shall balance the long-term benefit of tax abatements with the short-term loss of tax revenues by granting the abatement. Factors considered in evaluating proposed abatements for development include the location of the project, its size, the number of temporary and permanent jobs created, the costs and benefits for the City and its impact on Tomball's economy and other factors.
3. Coordinate Efforts with Other Jurisdictions: the City's economic development program shall encourage close corporation with other local jurisdictions to promote economic well-being of this area.

Fiscal Monitoring

1. Financial Status Reports: Monthly Reports shall be prepared and distributed to executive and managerial staff comparing expenditures and revenues to current budget, for the month and fiscal year-to-date. Quarterly financial reports of the City's major funds (General Fund, Debt Service Fund, and Enterprise Fund) shall be presented to City Council to highlight the City's

financial performance to date as well as outline any remedial actions necessary to maintain the City's financial position in light of unfavorable variances that are not anticipated to reserve by fiscal year end.

2. **Five-Year Forecast of Revenues and Expenditures:** A five-year forecast of revenues and expenditures that include a discussion of major trends affecting the City's financial position shall be prepared. The forecast shall also examine critical issues facing the City, economic conditions, and the outlook for the upcoming budget year. The document shall provide insight into the City's financial position and serve as planning tool to alert the Council to potential problem areas requiring attention.
3. **Performance Measurement and Benchmarking Reporting System:** The City staff shall work to establish a performance measurement and benchmarking program to demonstrate its commitment to the achievement of Council established goals, fiscal accountability and quality delivery of services. Performance measures, goals and benchmarks will be presented to City Council during each budget process. Progress reports will be submitted to Council as part of the quarterly report.

Accounting, Auditing, and Financial Reporting

The City shall comply with prevailing local, state and federal regulations. Its accounting practices and financial reporting shall conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Governmental Finance Officers Association (GFOA). The City Council shall select an independent firm of certified public accountants to perform an annual audit of all operations. The City will follow a five-year review and optional rotation of outside (independent) auditors. The audit firm must demonstrate that they have the breadth and depth of staff to handle the City's audit in a timely manner. The audited financial statement should be prepared and presented to Council for approval within 180 days of the close of the fiscal year.

The City's audited annual financial report and the City's adopted budget will be posted on the City's website for access by the public. In addition, copies will be on file in the City's Secretary's Office.

Internal Controls

The Director of Finance is responsible for development citywide written guidelines on purchasing, cash handling, internal controls and other financial matters. The Director of finance will assist department managers as needed in tailoring these guidelines into detailed written procedures to fit each department's specific requirements.

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

Risk Management

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

Operating Budget

The City shall establish an operating budget that shall link revenues and expenditures to goals, objectives, and service and performance standards. The operation budget shall also incorporate a minimum of five (5) years projections. It will be the City's goal to obtain the Distinguished Budget Presentation Award from the Government Finance Officers Association each year.

Appendix C – Basis of Accounting and Budgeting

The City's finances are accounted for in accordance with generally accepted accounting principles established by the Government Accounting Standards Board

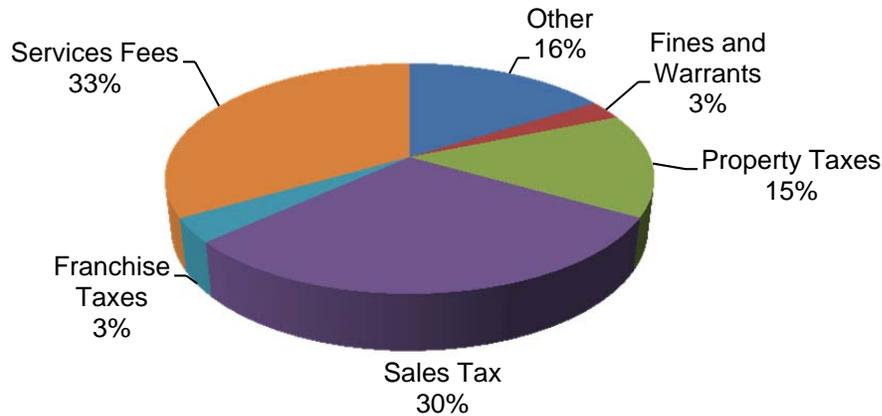
- The accounts of the City are organized and operated on the basis of funds and account groups. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded in those funds. Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, Debt Service and Capital Project Funds.
- Governmental fund types use the flow of current financial resources measurements focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (When they are measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Substantially all revenues are considered to be susceptible to accrual. Ad valorem, sales, hotel, franchise, and tax revenues recorded in the General fund and ad valorem revenues recorded in the Debt Service fund are recognized under the susceptible to accrual concept. Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues (except earnings on investments) are recorded as revenues when they are received in cash because they are generally not measurable until they are actually received. Investment earnings are recorded as earned since they are measurable and available. Expenditures are recognized when the related fund liability is incurred, if measurable, except for principal and interest on long-term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources.

- The City utilizes encumbrance accounting for its Governmental fund types, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.
- The City's Proprietary fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.
- The City's annual budgets are prepared and adopted on a basis consistent with generally accepted accounting principles for all governmental and proprietary funds except the capital projects funds, which adopt project-length budgets. Also depreciation of fixed assets is not recognized in proprietary budgets. All annual appropriation lapses at fiscal year-end. Under the City's budgetary process, outstanding encumbrances are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be reappropriated and honored the subsequent fiscal year.
- The issuance of Statement 34 by the Governmental Accounting Standards Board has influenced the creation and reporting of individual funds. GASB 34 essentially mandates dual accounting systems; one for government-wide (i.e. the government as a single entity) reporting and another for individual fund reporting. Under GASB 34 for individual funds, the City will continue utilizing the accounting and budgeting process as described above. However, because GASB 34 mandates the flow of economic resources measurement focus and accrual basis of accounting for government-wide reporting, extensive reconciliation must be performed to present aggregated fund information in the government-wide reporting model. Therefore, individual operating funds will be created with the objective of reducing funds to government-wide reconciliation as much as possible. When appropriate, individual funds will be examined as to whether it will be appropriate to account for them as proprietary fund types. Also, the City will limit the use of internal service funds and incorporate the financial transactions of those funds into other governmental funds.

Appendix D - Major Revenue Sources

The revenue sources described in this section account for \$37,439,847 or 81% of the City's total operating revenues (excluding inter-fund transfers and charges).

Major Revenue Sources



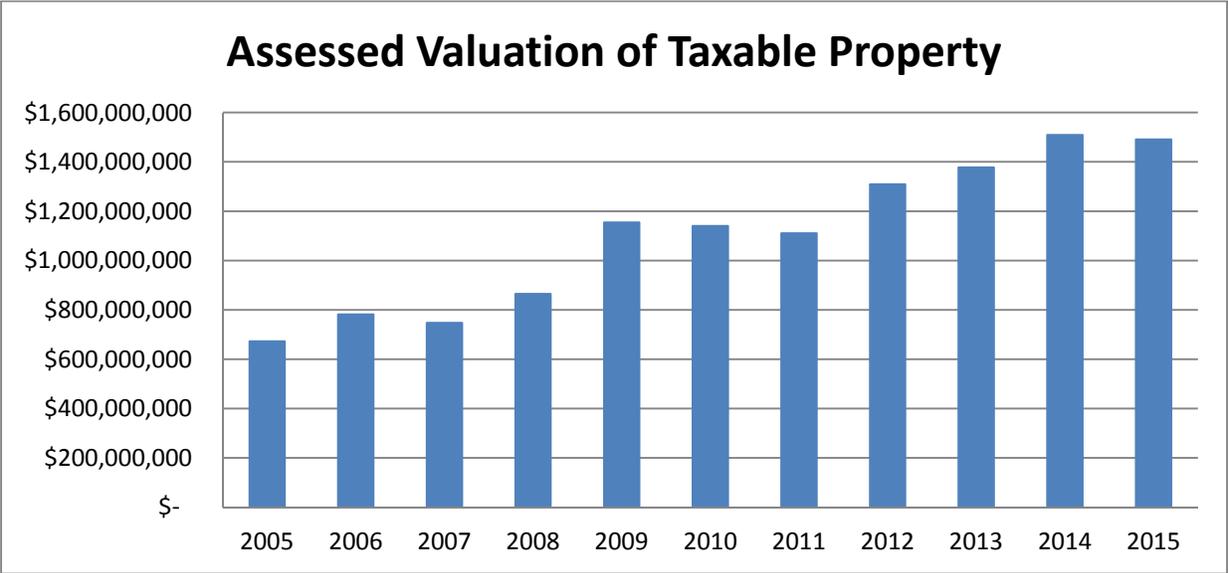
Property Taxes

Property (ad valorem) taxes attach as an enforceable lien on property as of each January 1st. The City's property tax is levied each October on the assessed value listed as of the prior January 1st for all real and business personal property located in the City. Assessed values are established by the Harris County Appraisal District at 100% of the estimated market value and are certified by the Appraisal Review Board. The certified assessed taxable value as of January 1, 2015, upon which the fiscal 2016 levy is based, is \$1,491,314,814. This represents the adjusted taxable property value for FY 2015 as of August 2015. This amount is net of \$271,117,009 in exemptions representing 15% of total appraised value. This certified taxable value does not include approximately \$197 million in value that is still under protest. The City's charter requires that the budget be adopted at least 15 days prior to the beginning of the new fiscal year. However, since the taxable values are typically not received until late August, the tax rate is usually adopted after the beginning of the fiscal year after compliance with the "Truth -In-Taxation" process.

The City is permitted by Article XI, Section 5 of the State of Texas Constitution to levy taxes up to \$2.50 per \$100 of assessed valuation for general governmental services including the payment of principal and interest on general obligation long term debt. The tax rate for the year ending September 30, 2015 is, at this time, projected to be \$.341455 per \$100 of which \$.111455 is allocated for general government operation and maintenance and \$.230000 is allocated for retirement of general obligation long-term debt.

In Texas, county-wide central appraisal districts are required to assess all property within the appraisal district on the basis of 100% of its appraised value and are prohibited from applying any assessment ratios. The value of property within the appraisal district must be reviewed every five years; however, the City may, at its own expense, require annual reviews of appraised values. The City may challenge appraised values established by the district through various appeals and, if necessary, legal action. Under this arrangement, the City continues to set tax rates on property. However, if the tax rate, excluding tax rates for retirement of bonds and other contractual obligations, adjusted for new improvements, exceeds the rate for the previous year by more than 8% above the tax rate of the previous year, qualified voters of the City may petition for an election to determine whether to limit the tax rate to no more than 8% above the tax rate of the previous year. The tax rate that equates to an 8% increase above the prior year rate is known as the rollback rate.

Taxes are due January 31st following the October levy and are considered delinquent after January 31st of each year.

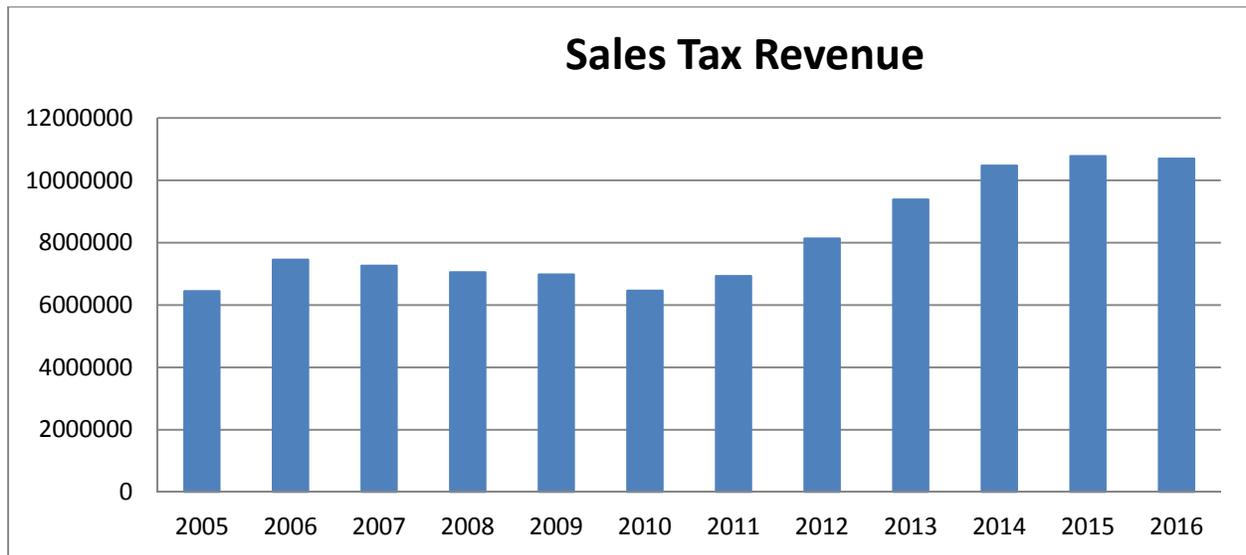


Sales Tax

The sales tax in Tomball is 8.25% of goods or services sold within the City’s boundaries. The tax is collected by businesses making the sale and is remitted to the State’s Comptroller of Public Accounts on a monthly basis, and in some cases, a quarterly basis. Of the 8.25% tax, the State retains 6.25% and

distributes 2% to the City of Tomball. The state distributes tax proceeds to local entities two months following the period for which the tax is collected by the businesses.

For the year ending September 30, 2015, the City of Tomball expects to receive \$10,700,000 in sales and use tax revenue. This amount represents an increase of \$300,000 over fiscal 2014 budgeted collections. With additional retail establishments scheduled to open during FY 2015, it is anticipated that the amount budgeted for sales tax is conservative.



Utility Fees

The City of Tomball charges fees for the provision of water, sewer, and natural gas services to residents and businesses located within the City. The city utilizes a rate structure which is based upon charging minimum bills for customer classifications depending upon the demand each classification places upon the system. This structure allows the fund to equitably recover a greater portion of its fixed expenses through a relatively constant revenue stream.

Utility rates are established not only to recover the cost of daily operations but also to support the debt service associated with capital projects of previous years and future capital projects needed to maintain the City's water, sewer and natural gas systems. For example, a single-family customer using 10,000 gallons or less will pay a minimum bill of \$10.90 for water and will then pay a volume charge of \$2.85 for each

1,000 gallons used. A large commercial user (uses 51,000+ gallons/month) however will pay a base rate of \$51.99 and a volume charge of \$5.40 for each 1,000 gallons used. Sewer charges are dependent upon the volume of water consumed and are structured similar to the water rates except that residential customers have their sewer charge averaged based on a “Winter Rate” (November – February) and “Summer Rate” (March – October) schedule. Natural gas charges are the same for all customer classes and include a base rate of \$11.75 for the first 1,000 cubic feet (MCF) used and \$11.75 for each 1,000 cubic feet used after that. The combined monthly base water, sewer and gas bill for a single-family residence is \$52.46.

Solid Waste Fees

The City of Tomball also charges customers within its city limits for solid waste collection. Rates charged to customers are primarily a pass through of the cost paid to the City’s contracted service provider as well as an amount to cover City overhead cost. Residential rates are projected to be \$15.70 per month which provides for two pick up days per week. The rate paid by commercial customers depends on the type and size of container they request as well as the number of times per week the container is emptied.

Appendix E Glossary of Terms

A

Accounts Payables - A liability account reflecting amount of open accounts owing to private persons or organizations for goods and services received by a government (but not including amount due to other funds of the same government or to other governments).

Accounts Receivable - An asset account reflecting amounts owing to open accounts from private person or organizations for goods or services furnished by a government.

Accrual Accounting – Recognition of the financial effects of transactions, events and circumstances in the period(s) when they occur regardless of when the cash is received or paid.

Ad Valorem – Latin for “value of”. Refers to the tax assessed against real (land and building) and personal (equipment and furniture) property.

Amortization – Payment of principal plus interest over a fixed period of time.

Appropriation – A legal authorization granted by a legislative body (City Council) to make expenditures and incur obligation for designated purposes.

Arbitrage – The interest earnings derived from invested bond proceeds or debt service fund balances.

Assessed Valuation – A valuation set upon real estate or other property by a government as a basis for levying taxes.

Assets – Resources owned by the City which have monetary value.

B

Balance Sheet – The basic financial statement, which discloses the assets, liability and equities of an entity at a specific date in conformity with Generally Accepted Accounting Principles (GAAP).

Balanced Budget – Annual financial plan in which expenses do not exceed revenues.

Bond – A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s).

Budget – A plan of financial operation embodying an estimate of proposed expenditures for any given period and the proposed means of financing them.

Budget Adjustment – A request submitted for additional funding in departmental budgets for new or existing programs or services.

C

Capital Outlays – Expenditures which result in the acquisition of or addition to fixed assets which are individually priced at more than \$20,000.

Certificate of Obligations (CO's) – Similar to general obligation bonds except the certificates require no voter approval.

Contractual Services – The costs related to services performed for the City by individuals, business or utilities.

Cost – The amount of money or other consideration exchanged for property or services. Costs may be incurred even before the money is paid; that is, as soon as liability is incurred. Ultimately, however, money or other consideration must be given in exchange.

Current Asset – Those assets which are available or can be made readily available to finance current operations or to pay current liabilities. Those assets which will be used up or converted into cash within one year. Some examples are cash, temporary investments, and taxes receivables which will be collected within one year.

Current Liabilities – Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded within one year.

D

Debt Service/ Lease – A cost category which typically reflects the repayment of short-term (less than 5 years) debt associated with the acquisition of capital equipment. Category also includes department contribution to the Capital Replacement Fund.

Delinquent Taxes – Taxes remaining unpaid on or after the date on which a penalty for nonpayment is attached.

Department – An organizational unit of the City which is responsible for overall management of a group of related major governmental functions, such as Public Works.

Depreciation – Change in the value of assets (equipment, buildings, etc. with a useful life greater than one year) due to use of the assets.

E

Effective Tax Rate – When compared to the same property, the tax rate which produces the same effect in terms of the total amount of taxes compared to the prior year.

Encumbrances – Commitments related to unperformed contracts for goods and services used in budgeting. Encumbrances are not expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

Enterprise Fund – A fund established to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

ETJ – An acronym meaning extra-territorial jurisdiction. This is an area outside of city limits that could become an incorporated area of the city.

Exempt – Personnel not eligible to receive overtime pay and who expected to put in whatever hours are necessary to complete their job assignments. Compensatory time-off, as partial compensation for overtime hours worked, may be allowed by the respective department head.

Expanded Level of Service – A request of additional funding for a service or program that will increase operational efficiency or significantly increase the quality or scope of a service.

Expenditures – Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

F

Fiscal Year – A 12-month period to which the annual operating budget applies and at the end of which government determines its financial position and the results of its operations. The City of Tomball's fiscal year begins October 1st and ends the following September 30th. The term FY 2016 denotes the fiscal year beginning October 1st, 2015 and ending September 30th, 2016.

FTE – Acronym for full time equivalent, a measurement of staffing. One FTE is a 40 hours per week position. A part-time position working 20 hours per week or a temporary full-time position working six months would be ½ FTE.

Fixed Assets – Assets of a long term character, which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery, and equipment.

Franchise – A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Franchise Tax – A tax levied by the City on the utility companies, such as electricity, telephone, cable television, and natural gas.

Fund - A fiscal and accounting entity with a self-balanced set of accounts recording cash and other financial resources, together with all related liabilities and residual equities of balances, and charges therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance – The difference between governmental fund assets and liabilities also referred to as fund equity.

G

GASB – Acronym for Governmental Accounting Standards Board, an independent, non-profit agency responsible for the promulgation of accounting and financial reporting procedures for governmental entities.

General Obligation Bonds – Bonds for the payment of which the full faith and credit of the issuing government is pledged. In issuing its general obligation bonds, the City of Tomball pledges to levy whatever property tax is needed to repay the bonds for a particular year. Bonds cannot be issued without voter approval and are usually issued with maturities of between 15 and 30 years.

Governmental Funds – Those funds through which most governmental functions are typically financed. The acquisition, use, and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).

L

Levy – The City Council has the authority to impose or collect taxes, special assessments, or service charges.

Liability – Debt or other legal obligations arising out of transactions in the past which must be liquidated renewed or refunded at some future date. This term does not include encumbrances.

Long-Term Debt – Debt with a maturity of more than one year after the date of issuance.

M

Maintenance – The upkeep of physical properties in condition for use of occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

Maintenance Project – A project that needs additional funding in order to maintain the upkeep of physical property.

Modified Accrual Accounting – Accounting system in which revenues are recognized and recorded in the accounts when they are measurable, available and collectible in the fiscal year.

N

Non-Exempt – Personnel eligible to receive overtime pay when overtime work has been authorized or requested by the supervisor.

O

Operating Budget – The portion of the budget that pertains to daily operations which provides basic governmental services within a set period of time. The operating budget contains appropriations for such expenditures as personnel, commodities and contractual services.

Operating Expenditure – Expenditure on an existing item of property or equipment that is not a capital expenditure.

Ordinance – A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments, and service charges, usually require ordinances.

P

Proprietary Fund – Operation that operates like a private commercial operation, in which services are financed through user charges and expenditures include the full cost of operations.

Property Tax – Ad Valorem taxes levied on both real and personal property, according to the assessed valuation and the tax rate.

Purchase Order (PO) – A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

R

Revenues – In governmental fund type net current assets for other than expenditures refunds and residual equity transfers.

Revenue Estimate – A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically a future fiscal year.

ROW – Acronym for right-of-way.

S

Source of Revenue – The classification of revenues according to their source or point of origin.

Special Assessment – A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund – A fund used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Supplies – A cost category for minor items (individually priced at less than \$5,000) required by departments to conduct their operations.

T

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessment. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.

TCEQ – Acronym for Texas Commission on Environmental Quality, a state agency responsible for enforcing federal and state environmental laws.

TxDOT - An acronym for Texas Department of Transportation.

W

Working Capital – The amount of current assets which exceeds current liabilities.

Appendix F Acronyms

C

CAFR: Comprehensive Annual Financial Report
CIP: Capital Improvement Program
CO: Certificates of Obligation

E

ETJ: Extra-Territorial Jurisdiction.

F

FY: Fiscal Year
FTE: Full-time equivalent

G

GAAP: Generally Accepted Accounting Principles
GASB: Governmental Accounting Standards Board
GFOA: Government Finance Officers Association of the United States and
Canada
GIS: Geographical Information System

P

PO: Purchase Order

R

ROW: Right-of-way

S

SAFER: Staffing for Adequate Fire and Emergency Response

T

TCEQ: Texas Commission on Environmental Quality
TMRS: Texas Municipal Retirement System
TxDOT: Texas Department of Transportation