

2018 CITY MANAGER'S ADOPTED ANNUAL BUDGET

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 \$50,000, which is 2.51% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$108,863.31.

Upon calling for a vote for approval of an ordinance adopting the City of Tomball 2016-17 Fiscal Year Budget, the members of the City Council voted as follows:

City Council	Aye	Nay
John Ford, 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, Mayor Pro Tem, 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	2016	2016
Fiscal Year	2017-18	2016-17
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	\$ 0.340585	\$ 0.331334
Effective Operating Rate (M&O)	\$ 0.896346	\$ 0.930786
Maximum Operating Rate (M&O)	\$ 0.968053	\$ 1.005248
Debt Rate (I&S)	\$ 0.230000	\$ 0.230000
Rollback Rate	\$ 0.403931	\$ 0.372352

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	\$ 44,712,519.00	\$ 4,765,994.00
Self-Supporting	\$ 2,832,500.00	\$ 678,659.00
Total Debt	\$ 47,545,019.00	\$ 5,444,653.00

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.

**CITY OF TOMBALL
ADOPTED BUDGET
FISCAL YEAR 2017-2018**

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City Leadership

Fiscal Year

October 1, 2017 through September 30, 2018

Gretchen Fagan

Mayor

John F. Ford

Council Member – Position 1

Mark Stoll

Council Member – Position 2

Chad Degges

Council Member – Position 3

Derek Townsend Sr.

Council Member – Position 4

Lori Klein Quinn

Council Member – Position 5

Mayor Pro Tem

George Shackelford

City Manager

Rob Hauck

Assistant City Manager

Glenn Windsor

Director of Finance

David Esquivel

Director of Public Works

Craig Meyers

Director of Community Development

Doug Tippey

Director of Information Systems

Lisa Coe

Director of Human Resources

Mike Baxter

Director of Marketing

Randall Parr

Fire Chief

Billy Tidwell

Police Chief

Doris Speers

City Secretary



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Tomball
Texas**

For the Fiscal Year Beginning

October 1, 2016

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Tomball, Texas for its annual budget for the fiscal year beginning October 1, 2016. In order to receive this award a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for a period one year only. We believe that our current budget document contains significant improvements from prior years and continues to conform to program requirements and recommended best practices.

The Budget Process

FY 17-18

March 6-10, 2017

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

April 4, 2017

- 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 5-7, 2017

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

April 13, 2017

- Budget Workbooks Created and Submitted to City Manager

April 17-21st, 2017

- 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, 2017*

- 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 9, 2017

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

June 19, 2017

- 1st Budget Workshop with City Council

July 3, 2017

- 2nd Budget Workshop with City Council

July 17, 2017

- 3rd Budget Workshop with City Council

August 7, 2017

- 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 21, 2017

- 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 21, 2017*

- 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 8, 2017*

- 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)
**SUBJECT TO CHANGE*

October 9, 2017*

- Adoption of FY 2017-2018 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)
**SUBJECT TO CHANGE*

November 17, 2017

- 2017-2018 Budget Document is published
(Finance staff works to develop final budget documents which is then printed and distributed to users)

How to Read this Document

Welcome!

You are holding the published City of Tomball, Texas budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018. 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 2018 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 2018 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 2017 actual. The ending balance of the actual year becomes the beginning balance of the projected current fiscal year, FY 2017. 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 2018 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.

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 lease 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.

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 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.



“A Hometown with a Heart”



Tomball is located 40 minutes NW of downtown Houston on highway 249/45.

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 enjoys a varied manufacturing and technology base that adds to the relative stability of the unemployment rate. Major

Distance to downtown

- Houston – 28 Miles**
- Austin – 140 Miles**
- San Antonio – 201 Miles**
- Dallas – 222 Miles**



industries with headquarters or divisions located within the City’s

Tomball Fast Facts

- 2015 Population: 21,124
- 2015 Assessed Value: \$1,688,890,118
- Median Age: 38.88 Years
- Median Household Income \$66,673
- Average Household Income: \$89,289
- Number of Households: 7,837
- Employed Labor Force (Greater Tomball Area – within 30 min of Tomball): 96.1%
- Square Miles: 12.287 square miles
- Education Level (pop. 25yrs +): 16.9% with a Bachelor’s Degree or higher
- 5 Major Employers in Tomball
 1. Tomball ISD
 2. Tomball Regional Medical Ctr.
 3. Lone Star College
 4. Baker Hughes
 5. Walmart

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. The City of Tomball and its citizens will continue to work hard to foster continued growth while maintaining the hometown atmosphere

CITY PROFILE

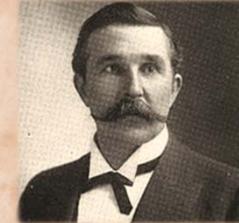
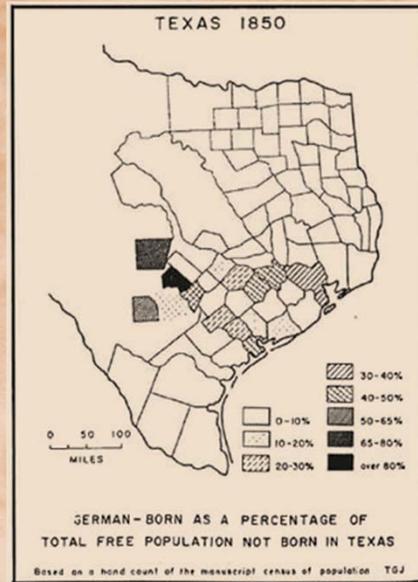
Source: Tomball Economic Development Corporation
U.S. Census Bureau

HISTORY OF TOMBALL

1750's

Spanish sought to fortify an area named Arroyo Santa Rosa del Alcazar. Now called Spring Creek was located in the south of Montgomery County

1850's



1907

The community of Peck was renamed for local congressman Thomas Henry Ball. Ball was a Texas politician and a Democratic member of the U.S. House of Representatives. Because Ball had been instrumental in routing a railroad through Peck, TX, the town was renamed Tomball, TX in his honor

> 1500's

Spring Creek near Tomball was inhabited by a group of Indians known as the Orquouisacs

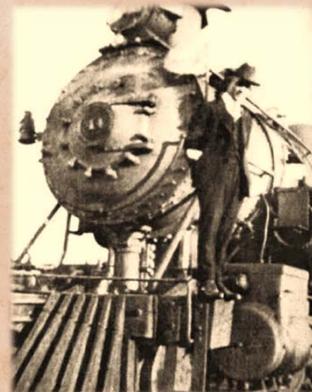


1840's

Revolutionary disturbances throughout Germany resulted to many migrating to America. Due to opportunities available as well as the beauty and amount of land in Texas, many found their way from New York towards the Galveston coastlines

1906

The Valley Route Town-site and Loan Company of Fairfield began a land promotion therefore the company named the town "Peck" for the engineer of the old Trinity and Brazos Valley Railroad



FOUNDED 1907



1933

People began to call Tomball “a floating island of oil” when a drill hit a 100 ft gusher of oil. Tomball was immediately flooded with over two dozen oil companies, which drew thousands of workers and boosted the economy like never before.

1948

The original Tomball Hospital, located at the corner of Hospital Rd. and Carrell St. was built. The hospital began as a community project headed by businessmen of the area



1933

Tomball incorporated therefore Houston did not integrate Tomball’s territory into it’s City limits

1970

Tomball’s population soared again. The entire “Sun Belt” experienced a huge influx of residents who desired the affordable land and housing, nice weather, low taxes and abundant job opportunities.

1950’s

1908

Piney woods and cool creek waters drew the greater Tomball area’s first inhabitants

1945

People desired a more comfortable life from the “big city” to the countryside migrating to the Tomball area





City Of Tomball

Gretchen Fagan
Mayor

George Shackelford
City Manager

September 30, 2017

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 2017-2018 (FY2018) Operating Budget and Capital Improvement Program. This document was adopted by the City Council at its regularly scheduled meeting on August 21, 2017. At that time, Council authorized appropriations for the City's various activities in the following amounts:

	FY 2016-2017 (FY2017) <u>ADOPTED BUDGET</u>	FY 2017-2018 (FY2018) <u>ADOPTED BUDGET</u>
General Fund	\$ 22,530,641	\$ 22,780,002
Enterprise Fund	11,153,104	11,688,352
Internal Service Fund	2,798,059	3,164,731
Debt Service Fund	4,423,173	4,779,880
Special Revenue Funds	1,418,540	1,409,918
Capital Projects Fund	<u>28,396,079</u>	<u>56,615,115</u>
Total Authorized Operations	\$ 70,719,596	\$ 100,437,998

The FY2018 budget represents an increase of \$ 29,718,402 (42.02%) when compared to last year's budget primarily due to an increase in the amount of capital project expenditures.

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.

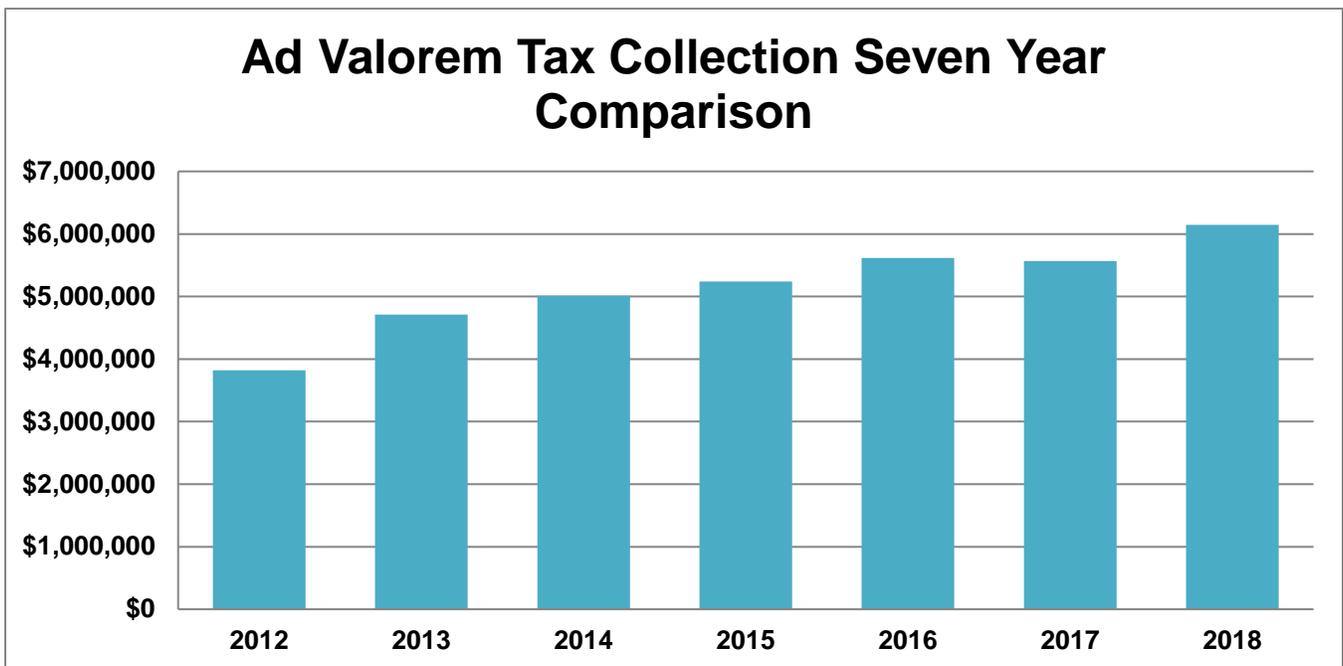
Resources Derived through Taxation

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.

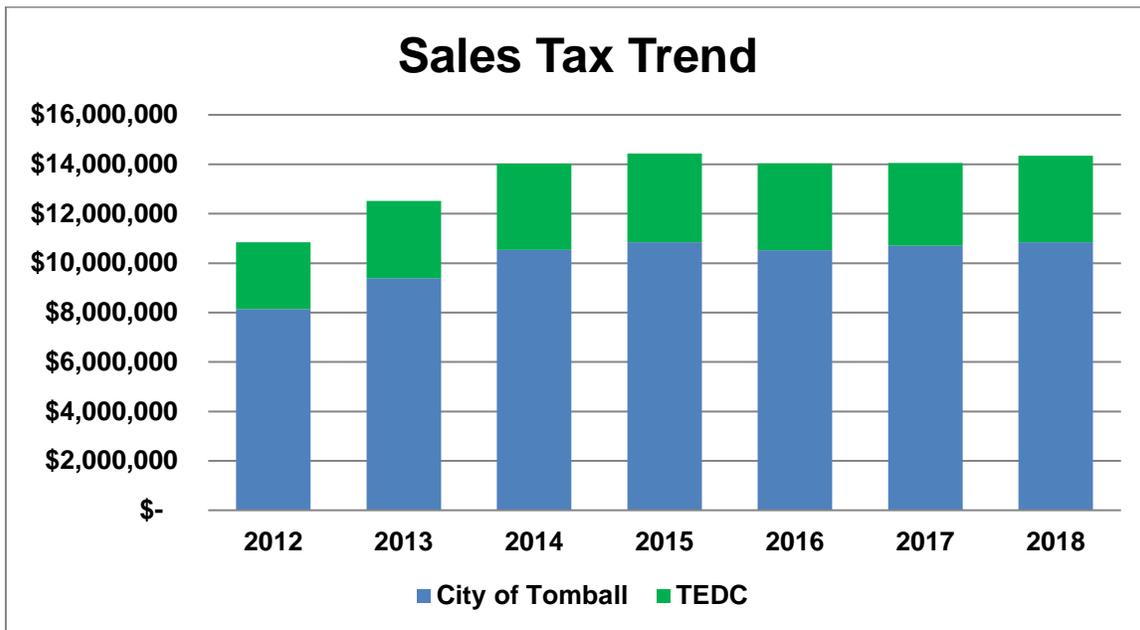
The Harris County Appraisal District (HCAD) performs the appraisal of property within the City and the Harris County Tax Office then collects property taxes. HCAD is required under the Property Tax Code to appraise all property within the county based on 100% of its market value. The value of real property 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 FY2018, the City expects to collect \$ 6.67 million through the ad valorem tax process. The graph below portrays the actual collections for the last seven fiscal years and projected collections for FY2018.



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 FY2017, the City experienced an increase of 2.03% in sales tax revenue over the previous year. Because of this small increase and the uncertain future of the economy, this budget estimates the collection of \$10.8 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 2012 with the conservative projection for 2018.



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 FY2018 is \$11.2 million. Listed below are major sources of revenues to be received from services rendered.

<u>Service Rendered</u>	<u>Projected FY2018 Resources</u>
Water Production and Distribution	\$ 4,250,000
Wastewater Collection & Treatment	\$ 2,125,000
Gas Sales	\$ 2,600,000
Solid Waste Collection	\$ 2,235,000

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. The City expects to receive \$1.3 million from this revenue source in FY2018.

Other Resources

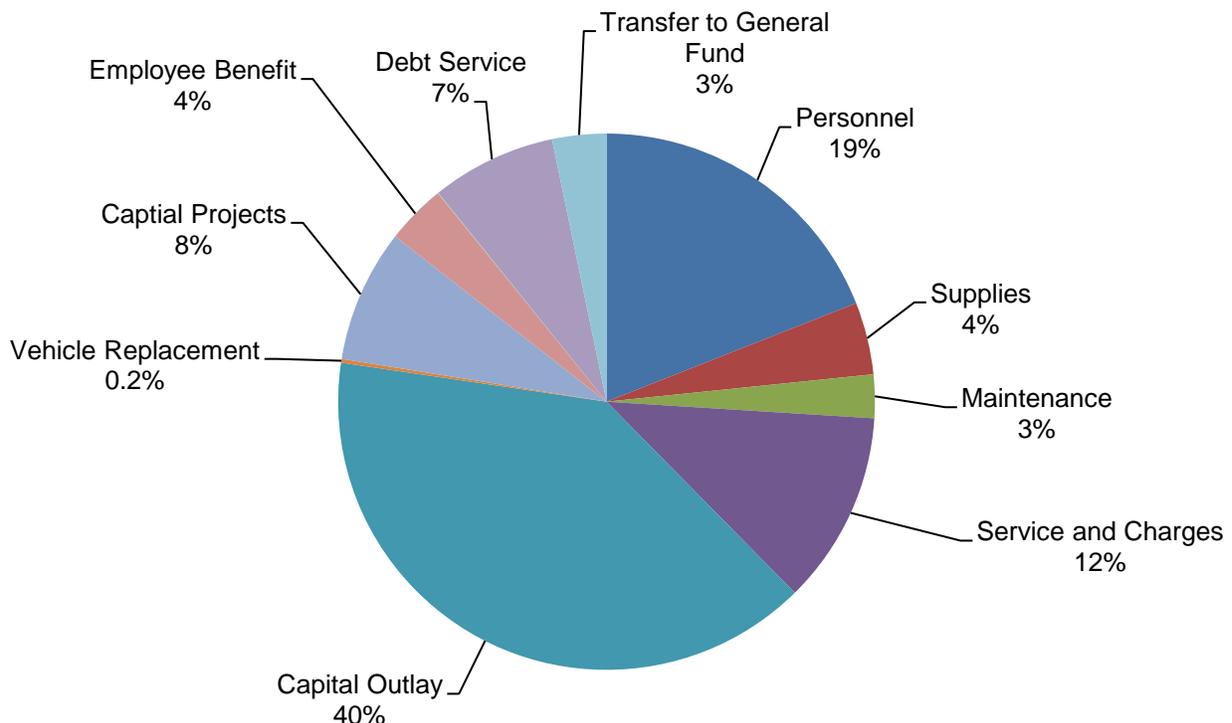
Two other critical resources for the City of Tomball are Licenses & Permits and Fines & Warrants. Licenses and Permits are expected to increase due to continued development within the City however the budget projection remains conservative. Several new construction projects were completed and additional ones started during FY2017. More construction is expected during FY2018. Fines and Warrants are projected to remain relatively constant.

A final, important resource is the earnings on investments. Investment rates are expected to remain at a low level over the next year. The City expects to earn an estimated \$ 513,703 during FY2018. The projection of this resource is based on a cash flow analysis and a conservative interest earnings yield based on current market trends and a more diversified portfolio.

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

**All Funds Expense Distribution
FY 17-2018**



As with most entities, personnel related costs are the largest expense category. Salaries account for \$13.7 million of the total budget--coupled with the associated benefits (Social Security, Retirement, and Medical Insurance). This accounts for approximately 18.7% of the total appropriations.

The Debt Service category is the total dollars expended to pay interest and principal on the existing debt, which represents 7.3% of the budget at \$5.4 million.

The Capital Outlay category includes major capital improvements projects totaling \$389,500. 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 \$3.1 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 \$8.4 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 \$ 381,604. Major medical health coverage contracts have been renewed for FY2018 with a 11% increase 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 FY2018 one Parks Service Person, one Streets Service Person, and one Utility Service Person 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 \$ 11,752,232. Supplemental expenditures of \$ 1,630,849 were approved for the General Fund and \$ 198,396 for the Enterprise Fund.

GENERAL FUND OVERVIEW

The ending fund balance in the General Fund for 2016-2017 is projected to be \$ 10,575,677 which is less than what was originally budgeted because of unexpected expenditures. Actual Revenues for 2016-2017 were \$ 20,667,713 or 0.8% less than budget. This small decrease is due to a reduction in sales tax revenues near the end of the fiscal year along with some decreases in other revenues. Revenues for 2017-2018 are projected to be \$18,777,164, an increase of 2.5% over last year's original budget projection of \$18,277,946.

Operating expenditures for 2016-2017 were \$183,553.25 less than budget. This is primarily due to some position vacancies, and most departments continuing to closely monitor their budgets.

Projected ending fund balance for 2017-18 is \$10,575,677 which represents 46% of operating expenditures. Proposed expenditures are \$22,780,002 which is \$249,361 more than last year. Preliminary assessed values provided by the Harris County Tax Appraisal District (HCAD) indicate that the City of Tomball assessed values for FY2017 have increased by 3.21%.

A total tax rate of \$ 0.341455 is proposed for 2017-2018, which consists of a rate of \$ 0.111455 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 FY2018 ending fund balance in the Enterprise Fund is projected to be \$17,403,765 which is 158% 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 FY2018 are projected to be \$9,888,598. Operating expenses for FY2018, including debt and capital, are projected to be \$11,688,352.

The water, sewer, gas, and garbage rate structures will remain the same for residential and commercial customers for FY2018.

DEBT SERVICE FUND OVERVIEW

The ending fund balance in the Debt Service Fund for 2018 is estimated to be \$4,039,433 which is 85% of projected debt service for FY2018. 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.

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.

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 impact for the tourism industry as well as the business community. Funding for many events is provided in the proposed budget. Proposed expenditures for FY2018 are increased, however, a strong fund balance of \$384,596 is projected for the end of FY 2018.

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.

DEBT MANAGEMENT

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 FY2018 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, 2017. 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.

The City also received the Certificate of Achievement in Financial Reporting for the September 30, 2016 Comprehensive Annual Financial Report (CAFR) from GFOA. This was the 27th consecutive year that the City has received this award.

Additionally, the City has participated in the Texas Comptroller's Leadership Circle and for the last four years has received the highest level awarded for transparency. The Comptroller's Office recently modified the transparency award and the City has chosen to participate in the new program called Transparency Stars. The program seeks to recognize government entities that open their books and provide clear and meaningful financial information to their citizens.

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 2016-2021

During fiscal year 2016-2017, Council developed a strategic plan which presented their collective vision for the City of Tomball through 2021. 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 2016-2017 Goals

- Easy to use and understandable by the Council, staff, and public.
- Focus on realistic, action – oriented strategies.
- Provide mechanisms to evaluate progress.
- Outline strategies for updating or making changes.
- The result of a Council and staff collaborative effort.

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

	2017	2018
<u>Harris County</u>		
Market Value	\$ 199,542	\$ 207,748
Homestead Exemptions	20%	20%
Taxable Value	\$ 159,634	\$ 166,198
Tax Rate/ \$100	0.41656	0.41801
Tax Levy	\$ 664.97	\$ 694.72
<u>Tomball ISD</u>		
Market Value	\$ 199,542	\$ 207,748
Homestead Exemptions	(25,000)	(25,000)
Taxable Value	\$ 174,542	\$ 182,748
Tax Rate/ \$100	1.34	1.34
Tax Levy	\$ 2,338.87	\$ 2,448.82
<u>City of Tomball</u>		
Market Value	\$ 199,542	\$ 207,748
Homestead Exemptions	(25,638)	(26,214)
Taxable Value	\$ 173,904	\$ 181,534
Tax Rate/ \$100	0.341455	0.341455
Tax Levy	\$ 593.81	\$ 619.86
TOTAL TAX LEVY	\$ 3,597.64	\$ 3,763.40

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

PROPERTY TAX CALCULATION AND DISTRIBUTION

2017 Certified Tax Roll & Levy **

Assessed Valuation (100%)	\$	1,638,175,820
Rate Per \$100	\$	0.341455
Total Tax Levy	\$	5,593,633
Percent of Current Tax Collection		98%
Estimated Current Tax Collections	\$	5,481,761

Summary of Tax Collections

Current Tax	\$	5,481,761
Delinquent Tax		75,000
Penalty and Interest		43,500
Total 2016-2017 Tax Collections	\$	<u>5,600,261</u>

Proposed Distribution:

	Tax Rate*	% of Total	Amount
General Fund:			
Current Tax			\$ 1,789,312
Delinquent Tax			25,000
Penalty and Interest			15,000
Total General Fund	\$ 0.111455	32.64%	\$ 1,829,312
Debt Service Fund:			
Current Tax			\$ 3,692,448
Delinquent Tax			50,000
Penalty and Interest			28,500
Total Debt Service Fund	\$ 0.230000	67.36%	\$ 3,770,948
TOTAL DISTRIBUTION	\$ 0.341455	100.00%	\$ 5,600,261

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

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

MUNICIPAL TAX RATE COMPARISON

	FY 2017-18 Proposed Tax Rate*
Jersey Village	0.742500
Deer Park	0.720000
La Porte	0.710000
Pearland	0.685059
Missouri City	0.600000
Houston	0.586420
Pasadena	0.584259
Seabrook	0.574911
Friendswood	0.546000
Katy	0.486720
Bellaire	0.415900
Tomball	0.341455
Webster	0.317250
Humble	0.210000

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



Adopted Budget

Fiscal Year
October 1, 2017 through September 30, 2018

City Council



John F. Ford
Council, Position 1
Elected May 2017
Serving First Term



Gretchen Fagan
Mayor
Elected May 2007
Re-elected May 2013
Serving Fourth Term



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



Chad Degges
Council, Position 3
Elected January 2014
Serving Second Term



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



Lori Klein Quinn
Mayor Pro Tem
Council, Position 5
Elected May 2014
Serving Second Term

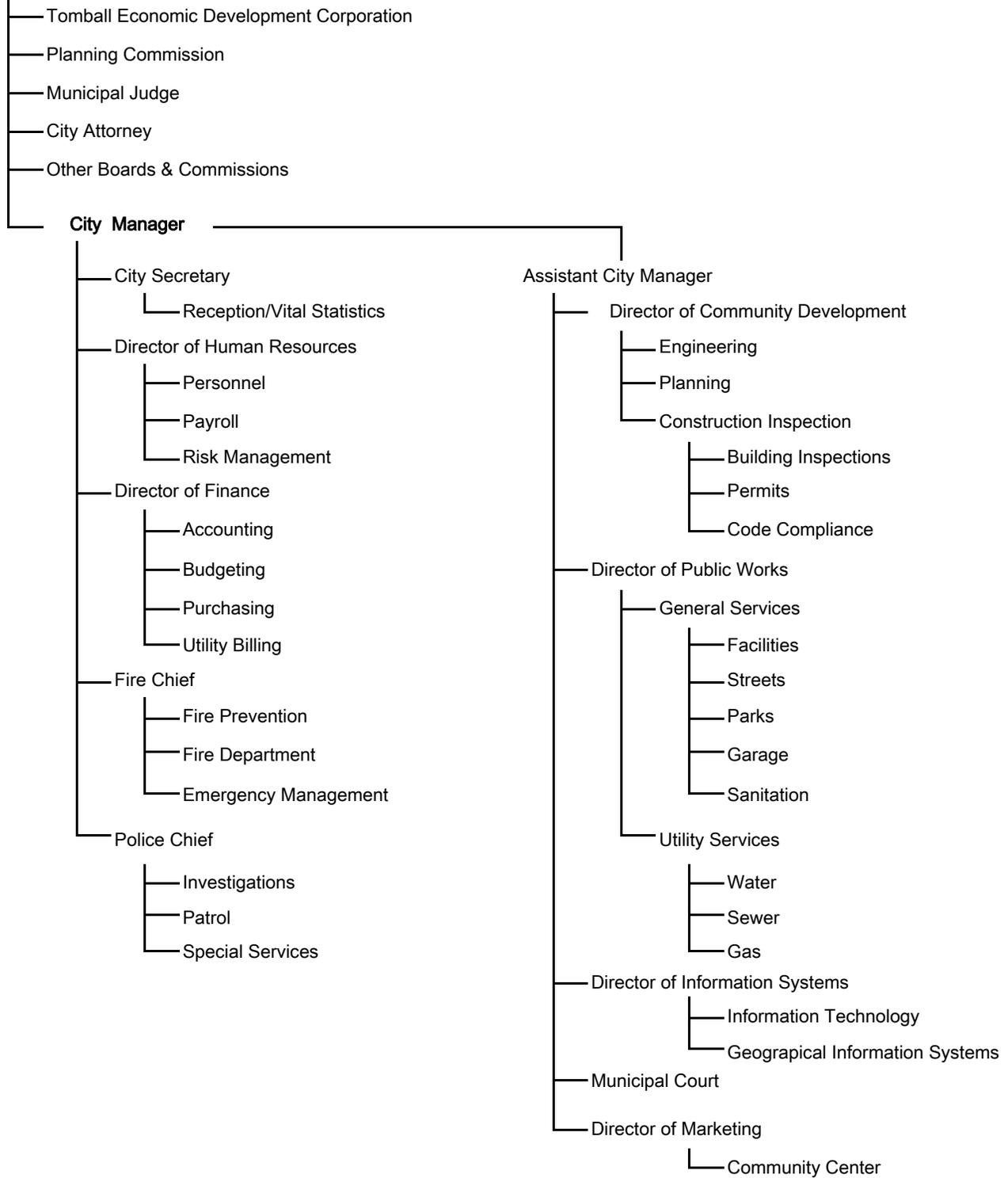
Staffing

									Adopted
		2011	2012	2013	2014	2015	2016	2017	2018
General Fund (GF)									
City Hall Administration									
	City Manager's Office	3.00	3.00	2.00	2.00	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	4.50	4.50
	Human Resources	2.00	2.50	3.00	3.00	3.00	3.00	3.00	3.00
	Finance	5.00	5.00	5.00	5.00	5.00	5.00	5.50	5.50
	Information Systems	-	1.00	3.00	3.00	3.00	3.00	3.00	3.00
	Legal	-	-	-	-	-	-	-	-
	Police	57.00	59.00	58.00	58.50	59.50	59.50	61.50	61.50
	Municipal Court	5.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50
	Community Center	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Fire Department	14.00	16.00	16.00	16.00	25.00	25.00	27.50	27.50
	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	6.00	6.00
	Engineering and Planning	7.00	7.00	6.00	6.00	7.00	5.00	5.00	5.00
	Public Works Administration	1.00	1.00	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	2.00	2.00
	Garage	2.00	2.00	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	5.20	6.20 *
	Streets	8.20	8.20	7.20	7.20	7.20	8.20	8.20	9.20 *
Total General Fund		125.40	129.90	129.40	130.40	140.40	141.40	143.90	145.90
Enterprise Fund (EF)									
	Utilities administration	3.00	3.00	3.00	3.00	3.00	4.00	4.00	4.00
	Utility Billing	6.00	6.00	4.00	4.00	4.00	4.00	4.00	5.00 *
	Water	7.20	7.20	8.20	8.20	8.20	8.20	8.20	8.20
	Wastewater	10.20	10.20	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	6.20	6.20
Total Enterprise Fund		32.60	32.60	31.60	31.60	31.60	32.60	32.60	33.60
Special Revenue Funds		3.00	2.50	12.00	12.00	3.00	3.00	3.50	3.50 *
Total Paid staff		161.00	165.00	173.00	174.00	175.00	177.00	180.00	183.00
For the 2017-2018 Budget									
GF	Parks								1.00
GF	Streets								1.00
EF	Utility Billing								1.00
								Total	3.00

Staff Organizational Chart

Tomball Citizens

Mayor and City Council



Fund Summaries

Consolidated Statement of Anticipated Receipts and Revenues and Expenditures
and Changes in Fund Balance- All Funds
City of Tomball 2017-2018 Adopted Budget

Funds	Governmental			Proprietary		Internal Service			Consolidated		All Funds FY 2018
	General Fund	Special Revenue Funds	Debt Service	Enterprise Fund	Fleet Replacement Fund	Health Insurance Trust Fund	Water Capital Recovery	Sewer Capital Recovery	Capital Projects Fund	Legacy Fund	
	100	200-290	300	600	650	910	730	740	400/460	990	
Revenues:											
Property taxes	2,040,000	-	\$ 4,103,500	-	-	-	-	-	-	-	6,143,500
Hotel Occupancy	-	525,000	-	-	-	-	-	-	-	-	525,000
Sales taxes	10,850,000	-	-	-	-	-	-	-	-	-	10,850,000
Franchise taxes	1,328,000	-	-	-	-	-	-	-	-	-	1,328,000
Permits and licenses	423,500	-	-	-	-	-	-	-	-	-	423,500
Fines and warrants	556,200	309,150	-	-	-	-	-	-	-	-	865,350
Service fees	2,235,000	-	-	9,107,500	-	-	-	-	-	-	11,342,500
Transfers In	2,384,166	-	-	-	409,500	2,768,790	-	-	1,855,000	-	7,417,456
Contributions/Grants	445,603	-	533,613	558,148	-	-	-	-	-	-	1,537,364
Interest	125,000	5,903	23,800	65,000	14,000	2,000	5,000	6,000	267,000	180	513,703
Other	773,861	72,500	-	157,950	-	-	200,000	200,000	625,000	-	2,029,311
Total Revenues	\$ 21,161,330	\$ 912,553	\$ 4,660,913	\$ 9,888,598	\$ 423,500	\$ 2,770,790	\$ 205,000	\$ 206,000	\$ 2,747,000	\$ 180	\$ 42,975,684
Expenditures:											
General Government	3,972,581	-	-	-	-	2,775,231	-	-	10,675,000	-	17,422,812
Transfers out	2,231,241	-	-	-	-	-	-	-	-	-	2,231,241
Public Safety	9,400,500	649,892	-	-	-	-	-	-	-	-	10,050,392
Public Works	5,152,910	-	-	-	-	-	-	-	-	-	5,152,910
Engineering and Planning	724,629	-	-	-	-	-	-	-	-	-	724,629
Parks and Recreation	1,298,141	23,200	-	-	-	-	-	-	-	-	1,321,341
Tourism & Arts	-	736,826	-	-	-	-	-	-	-	-	736,826
Utilities	-	-	-	11,008,913	-	-	-	-	2,117,232	-	13,126,145
Capital Projects/Outlay	-	-	-	-	389,500	-	-	-	-	-	389,500
Debt Service	-	-	4,779,880	679,439	-	-	-	-	-	-	5,459,319
Total Expenditures	\$ 22,780,002	\$ 1,409,918	\$ 4,779,880	\$ 11,688,352	\$ 389,500	\$ 2,775,231	\$ -	\$ -	\$ 12,792,232	\$ -	\$ 56,615,114
Other Sources (Uses):											
Debt Proceeds	-	-	-	-	-	-	-	-	-	-	-
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues Over (Under)											
Expenditures	\$ (1,618,672)	\$ (497,366)	\$ (118,967)	\$ (1,799,752)	\$ 34,000	\$ (4,441)	\$ 205,000	\$ 206,000	\$ (10,045,232)	\$ 180	\$ (13,639,430)
Beginning Fund Balance	\$ 12,194,349	\$ 1,276,981	\$ 4,158,396	\$ 19,203,517	\$ 2,809,915	\$ 1,178,439	\$ 1,631,506	\$ 1,357,150	\$ 12,584,251	\$ 25,223	\$ 56,394,504
Ending Fund Balance	\$ 10,575,677	\$ 779,615	\$ 4,039,433	\$ 17,403,765	\$ 2,843,915	\$ 1,173,998	\$ 1,836,506	\$ 1,563,150	\$ 2,539,019	\$ 25,403	\$ 42,755,074
Adopted Reserve Level	46%	55%	85%	158%	730%	42%			20%		76%



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 FY2017 is projected to be \$ 12,194,349. Revenues for the current fiscal year are budgeted at \$21,949,677. No increase in investment earnings is expected for FY2017. Favorable variances increasing revenue include property taxes (\$134,294), sanitation fees (\$35,000) and franchise tax (\$16,000).

2017/2018 Budget

Revenues

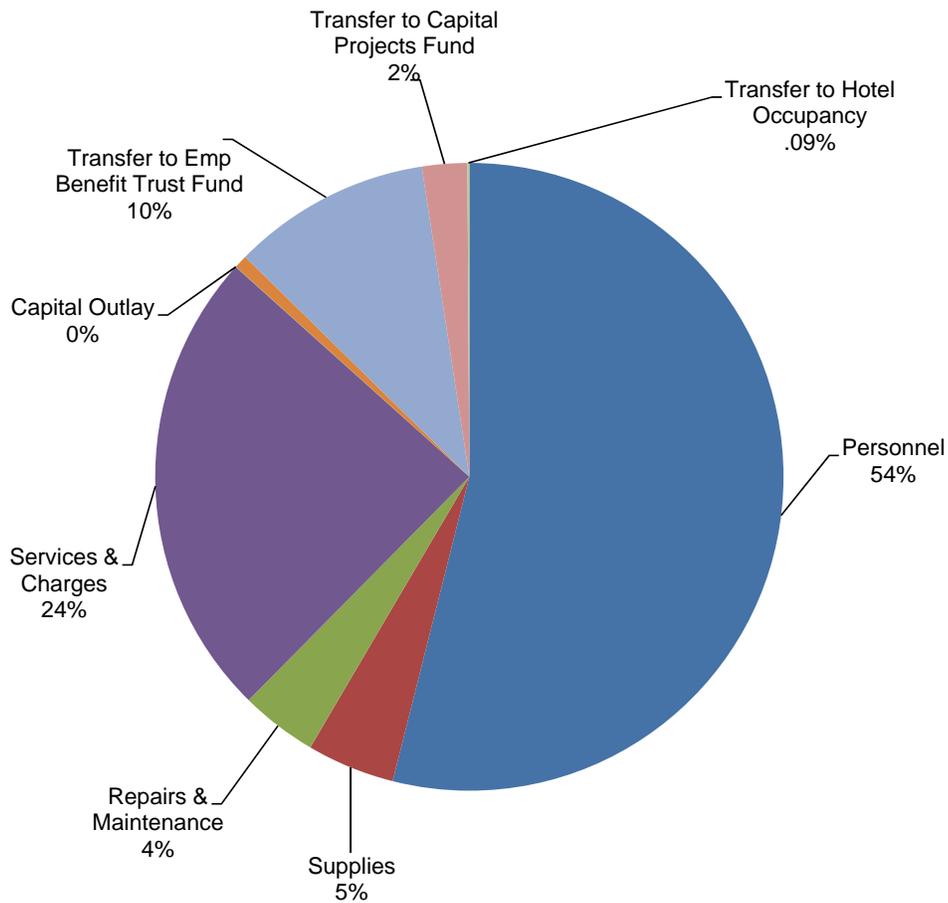
Base budget revenues for FY2018 are \$21,161,330. This amount is \$ 310,064 or 1.46% more than the adopted budgeted revenues for FY2017. This increase is primarily due to the \$ 55,000 in sanitation fees. Franchise fee revenue are projected to remain the same. Fines and warrant revenues are projected to remain the same. Interest revenues are expected to increase by \$31,960.

Expenditures

The budget for operating expenditures for FY2017 is \$22,780,002. This amount is \$ 830,325 or 3.6% more than the adopted budget. 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 \$1,630,849 related to Supplemental Programs. Staffing charts are included on each departmental budget page to reflect the number of positions budgeted.

GENERAL FUND EXPENDITURES

	FY 2016 BUDGET	FY 2017 BUDGET	FY 2017 PROJECTIONS	FY 2018 BUDGET
Personnel	\$ 10,826,193	\$ 11,456,944	\$ 11,132,624	\$ 11,714,927
Supplies	\$ 1,148,390	\$ 1,034,447	\$ 933,969	\$ 1,057,205
Repairs & Maintenance	\$ 954,390	\$ 807,302	\$ 814,278	\$ 843,500
Services & Charges	\$ 5,000,484	\$ 5,100,043	\$ 5,006,450	\$ 5,327,213
Capital Outlay	\$ 826,600	\$ -	\$ 3,750	\$ 94,500
Vehicle Replacement	\$ 390,000	\$ 390,000	\$ 141,812	\$ 274,500
Transfer to Emp Benefit Trust Fund	\$ 1,822,403	\$ 1,822,403	\$ 2,110,591	\$ 2,384,166
Transfer to Capital Projects Fund	\$ 500,000	\$ 100,000	\$ 480,000	\$ 450,000
Transfer to Hotel Occupancy	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
TOTAL OPERATING EXPENDITURES	\$ 21,488,460	\$ 20,731,139	\$ 20,643,474	\$ 22,166,011



City of Tomball
General Fund - Fund 100
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2015 Actuals	FY 2016 Actuals	Current FY2017	FY2017 Projections	FY 2018 Budget
Revenues:					
Contributions	\$ 306,346	\$ 298,988	\$ 430,049	\$ 426,214	\$ 445,603
Fines & Warrants	666,083	536,934	556,200	526,200	556,200
Franchise Taxes	1,282,598	1,331,077	1,299,000	1,328,000	1,328,000
Interest	15,564	39,148	50,000	93,040	125,000
Lease Proceeds	-	-	-	-	-
Other Revenue	1,246,665	670,626	720,147	770,943	773,861
Permits & Licenses	481,173	424,164	441,300	394,700	423,500
Property Taxes	1,715,949	1,855,706	1,881,250	1,990,000	2,040,000
Sales Taxes	10,839,818	10,578,683	10,700,000	10,800,000	10,850,000
Services	2,202,024	2,234,322	2,200,000	2,180,000	2,235,000
Total Revenues	18,756,220	17,969,648	18,277,946	18,509,097	18,777,164
Expenditures:					
Administrative	368,867	387,152	401,244	397,363	415,452
Building Permits and Inspections	400,799	391,462	479,064	414,252	491,216
Mayor and Council	49,664	72,481	101,298	62,367	93,248
City Secretary	317,154	321,301	441,340	378,764	406,511
Human Resources	411,112	383,106	533,061	471,866	492,725
Finance	583,433	628,802	668,969	658,185	694,482
Information Systems	609,543	637,916	680,616	693,104	721,553
Legal	149,313	127,311	142,500	152,000	142,000
Non-Departmental*	608,376	460,714	483,416	522,007	515,394
Police	5,237,175	5,036,804	5,689,940	5,462,088	5,789,418
Municipal Court	312,161	318,390	395,084	358,190	384,316
Community Center	128,440	182,088	169,475	151,937	164,296
Fire Marshal	238,787	98,360	-	-	-
Fire	3,127,805	2,714,294	2,956,629	2,928,051	2,918,950
Emergency Management	23,651	14,863	24,905	18,968	21,645
ESD#15 Station 5	-	169,594	283,392	295,760	286,171
Public Works Administration	53,448	56,645	57,305	57,038	55,120
Garage	146,330	172,311	151,139	146,400	154,061
Parks	699,116	1,002,941	893,156	890,250	1,133,845
Streets	2,067,399	2,210,945	2,450,524	2,462,817	2,020,085
Sanitation	1,968,765	2,166,414	2,078,100	2,132,030	2,162,844
Engineering and Planning	744,182	517,350	711,132	537,940	724,629
Facilities Maintenance	757,861	645,939	607,761	627,709	760,800
Transfer Out to Hotel Occupancy *	20,000	20,000	20,000	20,000	20,000
Transfer Out to Health Insurance *	1,695,536	1,822,403	2,110,591	2,110,591	2,211,241
Total Expenditures	20,718,917	20,559,586	22,530,641	21,949,677	22,780,002
Net Income from Operations	(1,962,697)	(2,589,938)	(4,252,695)	(3,440,581)	(4,002,838)
Other Sources/(Uses):					
Transfer In from Enterprise Fund	2,031,276	2,400,125	2,342,169	2,342,169	2,384,166
Total Other Sources/(Uses)	2,031,276	2,400,125	2,342,169	2,342,169	2,384,166
Revenues Over/(Under) Expenditures	68,579	(189,818)	(1,910,526)	(1,098,412)	(1,618,672)
Beginning Fund Balance	13,414,039	13,482,578	13,292,760	13,292,760	12,194,349
Ending Fund Balance	\$ 13,482,578	\$ 13,292,760	\$ 11,382,234	\$ 12,194,349	\$ 10,575,677
25% of Operating Expenses - Target	65%	65%	51%	56%	46%

CITY OF TOMBALL
General Fund Detail - 100

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
GENERAL FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5110 CURRENT TAXES	\$1,615,935	\$1,684,400	\$1,815,589	\$1,850,000	\$1,950,000	\$2,000,000
5120 DELINQUENT TAXES	\$11,293	\$17,758	\$25,988	\$17,750	\$25,000	\$25,000
5130 PENALTY,INTEREST,ATTY FEES	\$11,445	\$13,791	\$14,129	\$13,500	\$15,000	\$15,000
5140 SALES TAX	\$10,532,665	\$10,839,818	\$10,578,683	\$10,700,000	\$10,800,000	\$10,850,000
5141 ALCOHOLIC BEVERAGE TAX	\$60,332	\$67,136	\$63,154	\$65,000	\$65,000	\$65,000
5150 ELECTRICAL FRANCHISE TAX	\$672,507	\$683,635	\$702,886	\$684,000	\$700,000	\$700,000
5160 T.V. CABLE FRANCHISE TAX	\$150,169	\$183,841	\$191,227	\$190,000	\$190,000	\$190,000
5161 1% IN KIND/ PEG FEES	\$24,611	\$36,949	\$38,297	\$40,000	\$38,000	\$38,000
5170 COMMUNICATIONS ROW LINE FEE	\$221,079	\$194,513	\$200,581	\$200,000	\$200,000	\$200,000
5175 SANITATION FRANCHISE TAX	\$184,711	\$183,660	\$198,086	\$185,000	\$200,000	\$200,000
5190 BINGO TAX	\$26	\$14	\$10	\$25	\$65	\$65
5200 BUILDING PERMITS	\$230,936	\$236,205	\$227,014	\$230,000	\$180,000	\$210,000
5210 CONSTRUCTION PERMITS	\$63,582	\$84,467	\$32,494	\$60,000	\$45,000	\$45,000
5215 PLUMBING PERMIT	\$28,029	\$24,417	\$23,230	\$28,000	\$25,000	\$25,000
5220 MECHANICAL PERMITS	\$23,433	\$25,119	\$26,087	\$20,000	\$22,000	\$22,000
5230 ELECTRICAL PERMITS	\$38,597	\$33,417	\$30,492	\$25,000	\$24,000	\$24,000
5235 FIRE PERMIT FEES	\$30,717	\$27,889	\$29,774	\$25,000	\$40,000	\$40,000
5240 OTHER PERMITS	\$5,197	\$4,330	\$5,157	\$4,000	\$3,000	\$3,000
5245 MISCELLANEOUS PERMIT FEES	\$1,007	\$110	\$156	\$1,000	\$300	\$300
5250 MIXED BEVERAGE FEES	\$12,802	\$11,475	\$15,515	\$15,000	\$15,000	\$15,000
5255 LICENSE FEES	\$3,792	\$4,353	\$3,940	\$4,000	\$4,000	\$4,000
5260 AMBULANCE PERMITS	\$6,400	\$6,700	\$6,300	\$8,000	\$3,300	\$3,400
5300 MUNICIPAL COURT FINES	\$462,330	\$380,736	\$301,319	\$325,000	\$300,000	\$325,000
5310 COURT COSTS/ADMIN FEES	\$248,431	\$193,270	\$157,200	\$165,000	\$150,000	\$150,000
5320 COURT WARRANT FEES	\$119,387	\$84,606	\$71,281	\$60,000	\$70,000	\$75,000
5340 TIME PYMT.FEE-10% CITY JUDICL.	\$2,513	\$1,494	\$1,425	\$1,200	\$1,200	\$1,200
5341 TIME PAYMENT FEE-40% FOR CITY	\$10,020	\$5,977	\$5,709	\$5,000	\$5,000	\$5,000
5365 RECYCLING REVENUE	\$22	\$0	\$0	\$0	\$0	\$0
5430 SANITATION FEES	\$2,100,261	\$2,202,024	\$2,234,322	\$2,200,000	\$2,180,000	\$2,235,000
5440 PLAT FEES	\$13,013	\$12,564	\$12,264	\$12,000	\$17,000	\$17,000
5441 REZONING APPLICATION FEE	\$4,387	\$3,604	\$6,128	\$5,000	\$6,200	\$6,200
5442 CONDITIONAL USE PERMIT	\$1,800	\$1,200	\$1,200	\$1,200	\$5,500	\$5,500
5443 PLANNED DEVELOPMENT	\$2,000	\$420	\$0	\$0	\$0	\$0
5444 SITE PLAN REVIEW	\$19,336	\$12,775	\$17,753	\$15,000	\$15,000	\$15,000
5445 PLAN REVIEW FEES- OTHER	\$138	\$2,128	\$50	\$100	\$1,400	\$100
5446 ZONING FEES- OTHER	\$5,918	\$1,475	\$2,125	\$3,000	\$3,000	\$3,000
5450 BIRTH AND DEATH CERTIFICATE FEES	\$38,628	\$43,899	\$43,520	\$40,000	\$43,200	\$43,000
5451 NOTARY FEES	\$18	\$30	\$26	\$30	\$50	\$50
5460 ALARM SYSTEM REGISTRATION FEES	\$15,205	\$22,950	\$36,085	\$25,000	\$30,000	\$30,000
5461 FALSE ALARM SERVICE FEE	\$28,575	\$45,025	\$39,550	\$35,000	\$29,000	\$32,000
5470 EMERGENCY SERVICE DISTRCT FEES	\$65,625	\$82,575	\$112,701	\$121,000	\$145,382	\$154,000
5472 ESD#15 S5 OPERATING COST REIMBURSEMENT	\$0	\$0	\$16,298	\$25,250	\$23,115	\$21,775
5474 ESD#15 STATION 5 PAYROLL REIMBURSEMENT	\$0	\$0	\$136,998	\$232,892	\$247,531	\$242,121
5480 LIFE SAFETY PLAN REVIEW	\$2,225	\$2,910	\$3,743	\$3,000	\$3,000	\$3,000
5481 STATE LICENSED FACILITIES	\$750	\$705	\$675	\$750	\$1,500	\$2,000

CITY OF TOMBALL
General Fund Detail - 100

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
GENERAL FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5482 ANNUAL FIRE INSPECTIONS	\$325	\$325	\$1,200	\$600	\$750	\$750
5500 SALE OF CITY PROPERTY	\$0	\$8,604	\$82,153	\$30,000	\$30,000	\$30,000
5505 RENT REVENUES	\$7,800	\$8,300	\$7,800	\$8,500	\$3,250	\$0
5510 COMMUNITY CENTER FEES	\$19,610	\$31,290	\$31,428	\$29,000	\$27,000	\$28,000
5515 CONGREGATE MEAL SERV. REVENUE	\$1,325	\$3,044	\$6,242	\$5,000	\$7,000	\$7,000
5520 PARK RENTAL FEE	\$12,271	\$15,680	\$12,249	\$15,000	\$15,000	\$15,000
5550 MISCELLANEOUS INCOME	\$86,312	\$70,195	\$28,608	\$34,000	\$50,000	\$50,000
5560 RETURNED CHECK FINES	\$60	\$90	\$90	\$100	\$100	\$100
5690 SANITATION PENALTY	\$21,352	\$32,418	\$32,581	\$35,000	\$35,000	\$35,000
5730 SCHOOL RESOURCE OFFICERS (SRO)	\$259,424	\$296,346	\$288,988	\$419,049	\$412,214	\$431,603
5740 OTHER GRANTS	\$25,000	\$0	\$0	\$1,000	\$4,000	\$4,000
5770 TEDC CONTRIBUTIONS	\$35,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
5800 INTEREST INCOME	\$12,615	\$12,379	\$46,688	\$50,000	\$93,040	\$125,000
5801 UNREALIZED GAIN ON INVESTMENTS	(\$2,599)	\$3,185	(\$7,540)	\$0	\$0	\$0
5902 CAPITAL LEASE PROCEEDS	\$0	\$800,000	\$0	\$0	\$0	\$0
5961 TRANSFERS IN	\$1,806,049	\$2,031,276	\$2,400,125	\$2,342,169	\$2,342,169	\$2,384,166
TOTAL GENERAL FUND REVENUES	\$19,354,391	\$20,787,496	\$20,369,773	\$20,620,115	\$20,851,266	\$21,161,330

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 laws and ordinances, and recommending the annual budget.

Accomplishments for FY 2017

- Maintained balance budget and continued quality service delivery
- Assisted department heads in creating and implementing new programs and initiatives for each department

Goals & Objectives for FY 2017-18

- Increase Tomball's participation in regional partnerships and planning
- Develop Proposed Budget that supports the City's Strategic Plan
- Seek additional funding thru grants and other sources for City amenities and development
- Provide educational information and training to City Council
- Continue improvements on customer service issues and continuous process improvements

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

111 - City Manager's Office

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$361,138	\$372,674	\$368,863	\$386,252
Supplies	\$1,130	\$750	\$600	\$600
Maintenance	\$0	\$0	\$0	\$0
Services and charges	\$24,884	\$27,820	\$27,900	\$28,600
Total Operating Expenditures	\$387,152	\$401,244	\$397,363	\$415,452
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$387,152	\$401,244	\$397,363	\$415,452

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
City Manager	1.00	1.00	1.00
Assistant City manager	1.00	1.00	1.00
Total	2.00	2.00	2.00

General Fund - City Manager Office

100 - 111

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$244,272	\$300,065	\$283,344	\$309,084
6009 WAGES-OTHER	\$14,700	\$0	\$7,296	\$0
6011 VACATION PAY	\$24,721	\$0	\$8,471	\$0
6012 SICK PAY	\$14,227	\$2,583	\$3,553	\$4,755
6019 MISCELLANEOUS PAY	\$785	\$905	\$905	\$1,025
6021 FICA-MED/SS	\$19,131	\$24,682	\$20,868	\$25,554
6022 TMRS-EMPLOYER	\$43,038	\$44,202	\$44,226	\$45,597
6025 WORKER COMPENSATION INSURANCE	\$264	\$237	\$200	\$237
PERSONNEL SERVICES	\$361,138	\$372,674	\$368,863	\$386,252
6101 OFFICE AND COMPUTER SUPPLIES	\$817	\$500	\$500	\$500
6102 EDUCATIONAL SUPPLIES	\$129	\$0	\$0	\$0
6105 FOOD SUPPLIES	\$184	\$150	\$100	\$100
6109 POSTAGE	\$0	\$100	\$0	\$0
SUPPLIES	\$1,130	\$750	\$600	\$600
REPAIRS AND MAINTENANCE	\$0	\$0	\$0	\$0
6312 COMMUNICATION SERVICES	\$1,920	\$1,920	\$2,000	\$2,000
6332 TRAVEL AND MEALS	\$4,022	\$6,000	\$5,700	\$6,000
6333 DUES AND SUBSCRIPTIONS	\$3,697	\$3,000	\$4,000	\$3,700
6334 AUTOMOBILE ALLOWANCES	\$14,400	\$14,400	\$14,400	\$14,400
6337 TRAINING	\$845	\$2,500	\$1,800	\$2,500
SERVICES AND CHARGES	\$24,884	\$27,820	\$27,900	\$28,600
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL GENERAL-ADMINISTRATIVE	\$387,152	\$401,244	\$397,363	\$415,452

Permits and Inspections

Department Mission

To provide exceptional customer service and administer permits per the City's adopted codes to ensure the adequate construction of residential and commercial structures.

FY 2016-17 Accomplishments

- Attendance at monthly code meetings and maintenance of all necessary certifications
- Updated website content and established social media presence through Twitter and Facebook (over 1000 followers to date)
- Added a new Licensed Plumbing Inspector
- Complete inspections within one business day
- Filled the newly created Plan Reviewer position
- Processed all permits within required timeframes
- Quarterly Reporting
- Code Compliance Officers obtained Code Enforcement License and Code Enforcement License in Training

Goals & Objectives for FY 2017-18

- Training on 2015 International Building Codes and other updated codes
- Adopt updated Building Codes
- 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
- Develop digital plan review

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - General Fund

112 - Permits & Inspection

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$244,567	\$368,464	\$346,006	\$380,416
Supplies	\$9,235	\$15,500	\$13,146	\$16,800
Maintenance	\$8,292	\$5,000	\$6,000	\$6,000
Services and charges	\$129,368	\$90,100	\$49,100	\$58,000
Total Operating Expenditures	\$391,462	\$479,064	\$414,252	\$461,216
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	\$0	\$0	\$0	\$30,000
Total Expenditures	\$391,462	\$479,064	\$414,252	\$491,216

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Building Official	1	1	1
City Inspector	2	-	-
Code Enforcement Officer	2	2	2
Permit Technician	1	-	-
Comb. Building Inspector	-	2	2
Administrative Assistant	-	1	1
Total	6.00	6.00	6.00

General Fund - Permits and Inspection

100 - 112

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$63,176	\$71,525	\$65,165	\$73,603
6003 WAGES-FULL TIME	\$114,680	\$224,081	\$197,754	\$230,910
6004 WAGES-PART TIME	\$109	\$0	\$0	\$0
6005 WAGES-OVERTIME	\$1,977	\$4,000	\$4,500	\$4,120
6009 WAGES-OTHER	\$8,040	\$0	\$6,749	\$0
6011 VACATION PAY	\$8,462	\$0	\$5,843	\$0
6012 SICK PAY	\$3,458	\$1,830	\$3,529	\$1,979
6013 EMERGENCY PAY	\$231	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$700	\$940	\$970	\$1,380
6021 FICA-MED/SS	\$14,695	\$23,235	\$21,234	\$24,028
6022 TMRS-EMPLOYER	\$27,340	\$41,611	\$39,245	\$42,873
6025 WORKER COMPENSATION INSURANCE	\$1,699	\$1,242	\$1,017	\$1,523
PERSONNEL SERVICES	\$244,567	\$368,464	\$346,006	\$380,416
6101 OFFICE AND COMPUTER SUPPLIES	\$2,246	\$2,500	\$2,500	\$2,500
6102 EDUCATIONAL SUPPLIES	\$653	\$2,000	\$2,000	\$4,000
6105 FOOD SUPPLIES	\$28	\$0	\$0	\$0
6106 MATERIALS AND PARTS	\$36	\$0	\$0	\$0
6107 CLOTHING AND UNIFORMS	\$1,928	\$2,500	\$2,946	\$3,000
6108 FUEL, OIL AND LUBRICANTS	\$4,335	\$7,500	\$5,200	\$6,800
6119 OTHER SUPPLIES	\$9	\$1,000	\$500	\$500
SUPPLIES	\$9,235	\$15,500	\$13,146	\$16,800
6205 VEHICLE MAINTENANCE	\$8,292	\$5,000	\$6,000	\$6,000
REPAIRS AND MAINTENANCE	\$8,292	\$5,000	\$6,000	\$6,000
6304 PROFESSIONAL SERVICES, OTHER	\$112,209	\$65,000	\$25,000	\$30,000
6312 COMMUNICATION SERVICES	\$4,350	\$5,000	\$5,000	\$5,000
6332 TRAVEL AND MEALS	\$5,679	\$12,000	\$10,000	\$12,000
6333 DUES AND SUBSCRIPTIONS	\$299	\$1,000	\$1,000	\$1,000
6337 TRAINING	\$6,797	\$6,500	\$7,500	\$9,200
6362 PERMITS AND LICENSES	\$34	\$600	\$600	\$800
SERVICES AND CHARGES	\$129,368	\$90,100	\$49,100	\$58,000
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$0	\$0	\$30,000
TRANSFERS	\$0	\$0	\$0	\$30,000
TOTAL GENERAL-PERMITS/INSPCTNS.	\$391,462	\$479,064	\$414,252	\$491,216

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

2017-2018 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - General Fund

113 - Mayor and Council

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$25,448	\$32,998	\$29,967	\$32,998
Supplies	\$25,230	\$12,450	\$10,850	\$10,150
Maintenance	\$0	\$0	\$0	\$0
Services and charges	\$21,803	\$55,850	\$21,550	\$50,100
Total Operating Expenditures	\$72,481	\$101,298	\$62,367	\$93,248
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$72,481	\$101,298	\$62,367	\$93,248

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	Elected	Term
Mayor	Gretchen Fagan	May 2007
Council, Position 1	John F. Ford	May-17
Council, Position 2	Mark Stoll	June 2009
Council, Position 3	Chad Degges	January 2014
Council, Position 4	Derek Townsend Sr.	May 2009
Mayor Pro Tem, Council, Position 5	Lori Klein Quinn	May 2014

General Fund - Mayor and Council

100 - 113

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6004 WAGES- PART TIME	\$23,580	\$30,600	\$27,800	\$30,600
6021 FICA- MED/ SS	\$1,804	\$2,341	\$2,127	\$2,341
6025 WORKER COMPENSATION INSURANCE	\$64	\$57	\$40	\$57
PERSONNEL SERVICES	\$25,448	\$32,998	\$29,967	\$32,998
6101 OFFICE AND COMPUTER SUPPLIES	\$258	\$150	\$50	\$150
6105 FOOD SUPPLIES	\$2,559	\$1,800	\$1,800	\$2,000
6109 POSTAGE	\$80	\$0	\$0	\$0
6119 OTHER SUPPLIES	\$5,124	\$9,000	\$9,000	\$8,000
6130 FURNITURE<\$20,000	\$17,209	\$1,500	\$0	\$0
SUPPLIES	\$25,230	\$12,450	\$10,850	\$10,150
6304 PROFESSIONAL SERVICES- OTHER	\$8,068	\$28,750	\$0	\$25,000
6329 OTHER SERVICES	\$0	\$100	\$50	\$100
6332 TRAVEL AND MEALS	\$810	\$7,000	\$4,000	\$7,000
6333 DUES AND SUBSCRIPTIONS	\$2,226	\$5,000	\$5,000	\$5,000
6337 TRAINING	\$960	\$3,000	\$2,500	\$3,000
6398 BANQUETS, DEDICATION, RECEP	\$9,739	\$12,000	\$10,000	\$10,000
SERVICES AND CHARGES	\$21,803	\$55,850	\$21,550	\$50,100
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TOTAL MAYOR AND COUNCIL	\$72,481	\$101,298	\$62,367	\$93,248

City Secretary's Office

Department Mission

To provide quality services and information to 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/preserving records of actions taken by Council, and coordinating Council's appointment process for City Boards and Commissions.

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).

Accomplishments for FY 2015-2016

- 566 public information requests received, a 6.4% increase from 532 requests in 2016; average time to complete requests is 4.59 days. 71.3% completed in 0-4 days; 21% completed in 5-10 days – 92.3% completed in ten business days or less. 7.7% of the requests required Texas Attorney General review.
- 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 98% of the time.
- Received the 2017 Exemplary Five Star Award Winner – Vital Statistics – 7th Year
- Tracy Garcia earned **Master Registrar** Certification

Goals for FY 2017-2018

- 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.

Objectives for FY 2017-2018

- 74% of information requests completed within four business days, 94% 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 within 3 days of passage.
- Issue Liquor/Wrecker/Taxi/Vendor Permits within 48 hours of application approval.
- Issue birth certificates within 15 minutes and death certificates within 24 hours 98% of the time.
- Conduct 2018 General Election
- Complete Supplement to the City's Code of Ordinances through December 2017.

Major Budget Items

- Advertising Cost (\$20,000)
- Election Services (\$50,000)
- Code Update Services (\$8,500)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

114 - CITY SECRETARY

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$276,511	\$290,719	\$287,103	\$281,193
Supplies	\$15,469	\$18,300	\$17,700	\$19,500
Maintenance	\$610	\$28,353	\$28,353	\$600
Services and charges	\$28,711	\$103,968	\$45,608	\$105,218
Total Operating Expenditures	\$321,301	\$441,340	\$378,764	\$406,511
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$321,301	\$441,340	\$378,764	\$406,511

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
City Secretary	1	1	1
Assistant City Secretary	1	1	1
Administrative Assistant	1	1	1
Receptionist	1	1	1
VOE Student	0.5	0.5	0.5
Total	4.50	4.50	4.50

General Fund - City Secretary

100 - 114

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$81,314	\$96,880	\$91,112	\$99,793
6003 WAGES-FULL TIME	\$108,126	\$134,201	\$117,504	\$122,531
6005 WAGES-OVERTIME	\$1,843	\$3,500	\$3,500	\$3,605
6009 WAGES-OTHER	\$10,237	\$0	\$6,683	\$0
6011 VACATION PAY	\$16,016	\$0	\$6,962	\$0
6012 SICK PAY	\$7,720	\$1,490	\$7,923	\$2,868
6013 EMERGENCY PAY	\$262	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$2,345	\$2,585	\$2,585	\$2,175
6021 FICA-S.S. AND MEDICARE TAXES	\$16,818	\$18,464	\$17,635	\$17,867
6022 TMRS-EMPLOYER	\$31,235	\$33,066	\$32,748	\$31,880
6025 WORKER COMPENSATION INS.	\$595	\$533	\$451	\$474
PERSONNEL SERVICES	\$276,511	\$290,719	\$287,103	\$281,193
6101 OFFICE AND COMPUTER SUPPLIES	\$12,940	\$14,000	\$13,500	\$15,000
6102 EDUCATIONAL SUPPLIES	\$854	\$1,200	\$800	\$1,200
6104 JANITORIAL AND CLEANING SUPPLY	\$413	\$500	\$400	\$500
6105 FOOD SUPPLIES	\$588	\$700	\$700	\$800
6109 POSTAGE	\$609	\$1,200	\$1,800	\$1,400
6119 OTHER SUPPLIES	\$65	\$700	\$500	\$600
SUPPLIES	\$15,469	\$18,300	\$17,700	\$19,500
6201 OFFICE EQUIPMENT MAINT.	\$610	\$600	\$600	\$600
6206 BUILDING MAINTENANCE	\$0	\$27,753	\$27,753	\$0
REPAIRS AND MAINTENANCE	\$610	\$28,353	\$28,353	\$600
6304 PROF.SERV.-OTHER	\$7,745	\$12,000	\$8,000	\$8,500
6312 COMMUNICATION SERVICES	\$768	\$768	\$868	\$868
6316 PRINTING AND BINDING	\$0	\$100	\$40	\$50
6329 OTHER SERVICES	\$1,036	\$1,200	\$700	\$1,000
6332 TRAVEL AND MEALS	\$7,362	\$10,900	\$10,000	\$10,800
6333 DUES AND SUBSCRIPTIONS	\$1,525	\$3,000	\$3,000	\$3,000
6335 ADVERTISING COST	\$5,219	\$18,000	\$15,000	\$20,000
6337 TRAINING	\$2,690	\$5,000	\$4,000	\$6,000
6348 PROPERTY ACQUISITION COSTS	\$0	\$5,000	\$2,000	\$5,000
6371 ELECTION SERVICES	\$2,366	\$48,000	\$2,000	\$50,000
SERVICES AND CHARGES	\$28,711	\$103,968	\$45,608	\$105,218
TOTAL CITY SECRETARY	\$321,301	\$441,340	\$378,764	\$406,511

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 2017

- 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 4th annual Paces 4 Pink (formerly 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.

- Began a modification of all job descriptions to ensure the most accurate information related to job duties and ADA requirements.
- 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.
- Coordinated 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.
- Assisted departments in recruiting efforts.
- Completed a comprehensive study of special pays throughout the City to better reward the accomplishments of our employees.

Goals for FY 2018

- Promote annual physicals for all employees to ensure overall health and allow for a discounted premium rate.
- 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, Medicare 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 5th annual Paces 4 Pink 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 Wal-Mart to access a mammogram suite from MD Anderson 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 fair, equitable and competitive salary range structure.

Objectives for FY 2018

- 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 annual physicals 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

2017-2018 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - General Fund

115 - HUMAN RESOURCES

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$290,017	\$421,129	\$370,859	\$380,157
Supplies	\$17,480	\$19,150	\$18,900	\$19,200
Maintenance	\$0	\$500	\$625	\$500
Services and charges	\$75,609	\$92,282	\$81,482	\$92,868
Total Operating Expenditures	\$383,106	\$533,061	\$471,866	\$492,725
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$383,106	\$533,061	\$471,866	\$492,725

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
HR Director	1	1	1
HR Payroll Specialist	0	1	1
HR Generalist	2	1	1
Total	3.00	3.00	3.00

General Fund - Human Resources

100 - 115

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$96,770	\$114,362	\$107,400	\$117,789
6003 WAGES-FULL TIME	\$87,516	\$104,897	\$97,486	\$108,148
6004 WAGES-PART TIME	\$26,735	\$27,000	\$32,000	\$30,900
6005 WAGES-OVERTIME	\$2,093	\$5,000	\$5,000	\$5,150
6009 WAGES-OTHER	\$10,018	\$0	\$6,475	\$0
6011 VACATION PAY	\$12,539	\$0	\$6,123	\$0
6012 SICK PAY	\$3,175	\$3,374	\$3,826	\$3,476
6013 EMERGENCY PAY	\$0	\$0	\$247	\$0
6014 RETIREMENT PAYOUTS	\$0	\$100,000	\$50,000	\$50,000
6019 MISCELLANEOUS PAY	\$995	\$1,220	\$1,220	\$1,400
6021 FICA-S.S. AND MEDICARE TAXES	\$17,154	\$19,679	\$19,357	\$20,528
6022 TMRS-EMPLOYER	\$28,907	\$35,242	\$31,424	\$32,411
6025 WORKER COMPENSATION INS.	\$397	\$355	\$301	\$355
6026 STATE UNEMPLOYMENT TAXES	\$3,718	\$10,000	\$10,000	\$10,000
PERSONNEL SERVICES	\$290,017	\$421,129	\$370,859	\$380,157
6101 OFFICE AND COMPUTER SUPPLIES	\$5,849	\$6,000	\$6,000	\$6,000
6102 EDUCATIONAL SUPPLIES	\$1,495	\$1,500	\$1,500	\$1,500
6105 FOOD SUPPLIES	\$2,121	\$2,600	\$2,700	\$2,800
6107 CLOTHING AND UNIFORMS	\$0	\$300	\$300	\$300
6108 FUEL, OIL AND LUBRICANTS	\$0	\$500	\$200	\$400
6109 POSTAGE	\$99	\$250	\$200	\$200
6119 OTHER SUPPLIES	\$7,916	\$8,000	\$8,000	\$8,000
SUPPLIES	\$17,480	\$19,150	\$18,900	\$19,200
6205 VEHICLE MAINTENANCE	\$0	\$500	\$625	\$500
REPAIRS AND MAINTENANCE	\$0	\$500	\$625	\$500
6304 PROF.SERV.-OTHER	\$5,000	\$6,000	\$0	\$6,000
6312 COMMUNICATION SERVICES	\$768	\$768	\$768	\$768
6329 OTHER SERVICES	\$44,336	\$40,000	\$43,000	\$40,000
6332 TRAVEL AND MEALS	\$706	\$5,800	\$3,500	\$5,800
6333 DUES AND SUBSCRIPTIONS	\$2,246	\$1,714	\$1,714	\$1,800
6335 ADVERTISING COST	\$0	\$3,500	\$2,000	\$3,500
6337 TRAINING	\$10,234	\$24,000	\$20,000	\$24,000
6398 BANQUETS, DEDICATION, RECEP	\$12,319	\$10,500	\$10,500	\$11,000
SERVICES AND CHARGES	\$75,609	\$92,282	\$81,482	\$92,868
TOTAL HUMAN RESOURCES	\$383,106	\$533,061	\$471,866	\$492,725

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.

FY 2017 Accomplishments

- The City of Tomball was awarded the Distinguished Budget Presentation award for the ninth consecutive year.
- Received the Certificate of Achievement for excellence in Financial Reporting for the 9/30/2016 Comprehensive Annual Financial Report. This was the 27th consecutive year that the City has received this award,
- Monthly internal (unaudited) financials were published in a timely manner.

Goals for FY 2018

- Apply for and receive the Texas Financial Transparency Star under the new State Comptroller's guidelines.
- 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.

Objectives for FY 2018

- 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 (\$70,000)
- Bank Service Charges (\$25,000)
- Credit Card Processing Fees (\$90,000)
- Harris County Appraisal District (\$46,500)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

116 - Finance

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$374,988	\$402,336	\$397,235	\$416,732
Supplies	\$5,276	\$4,900	\$7,900	\$7,400
Maintenance	\$245	\$350	\$350	\$350
Services and charges	\$248,293	\$261,383	\$252,700	\$270,000
Total Operating Expenditures	\$628,802	\$668,969	\$658,185	\$694,482
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$628,802	\$668,969	\$658,185	\$694,482

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Finance Director	1	1	1
Senior Accountant	1	2	2
Accountant	1	-	-
Accountant Assistant	2	2	2
Part Time Accountant Assistant/Floater	0	0.5	0.5
Total	5.00	5.50	5.50

General Fund - Finance
100 - 116

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$200,068	\$233,774	\$216,145	\$241,256
6003 WAGES-FULL TIME	\$68,060	\$81,503	\$76,121	\$84,025
6004 WAGES-PART TIME	\$0	\$10,400	\$10,800	\$10,712
6005 WAGES-OVERTIME	\$1,380	\$1,500	\$2,000	\$1,545
6009 WAGES-OTHER	\$16,017	\$0	\$7,965	\$0
6011 VACATION PAY	\$13,984	\$0	\$7,939	\$0
6012 SICK PAY	\$7,111	\$2,763	\$5,142	\$2,846
6013 EMERGENCY PAY	\$1,188	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$1,350	\$1,650	\$1,650	\$1,950
6021 FICA-S.S. AND MEDICARE TAXES	\$22,862	\$25,648	\$24,953	\$26,486
6022 TMRS-EMPLOYER	\$42,307	\$44,506	\$43,969	\$47,260
6025 WORKER COMPENSATION INS.	\$661	\$592	\$551	\$652
PERSONNEL SERVICES	\$374,988	\$402,336	\$397,235	\$416,732
6101 OFFICE AND COMPUTER SUPPLIES	\$4,821	\$4,000	\$7,000	\$6,500
6105 FOOD SUPPLIES	\$87	\$150	\$150	\$150
6107 CLOTHING AND UNIFORMS	\$338	\$450	\$450	\$450
6109 POSTAGE	\$30	\$300	\$300	\$300
SUPPLIES	\$5,276	\$4,900	\$7,900	\$7,400
6204 OTHER EQUIPMENT MAINTENANCE	\$245	\$350	\$350	\$350
REPAIRS AND MAINTENANCE	\$245	\$350	\$350	\$350
6301 PROF.SERV.-AUDIT AND ACCTNG.	\$70,433	\$70,765	\$57,000	\$70,000
6304 PROF.SERV.-OTHER	\$13,174	\$15,000	\$15,000	\$15,000
6312 COMMUNICATION SERVICES	\$1,362	\$1,368	\$1,400	\$1,400
6316 PRINTING AND BINDING	\$1,196	\$1,200	\$1,200	\$1,200
6317 APPRAISAL SERVICES	\$42,950	\$45,000	\$45,000	\$46,500
6332 TRAVEL AND MEALS	\$1,754	\$3,700	\$3,500	\$4,800
6333 DUES AND SUBSCRIPTIONS	\$5,233	\$5,350	\$5,350	\$5,350
6335 ADVERTISING COST	\$2,857	\$1,500	\$6,000	\$4,500
6337 TRAINING	\$957	\$2,500	\$3,250	\$4,250
6397 CREDIT CARD PROCESSING FEE	\$88,483	\$90,000	\$95,000	\$95,000
6399 SERVICE CHARGES	\$19,894	\$25,000	\$20,000	\$22,000
SERVICES AND CHARGES	\$248,293	\$261,383	\$252,700	\$270,000
TOTAL FINANCE	\$628,802	\$668,969	\$658,185	\$694,482

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 2017

- Replacement of Core switch to include new default routes and the addition of all VLANs on one switch. This increased the throughput of our network substantially.
- Researched and sourced new Internet Connection with PS Lightwave
- Replaced the Audio Visual equipment in the Public Works training room
- Replaced the wireless access points throughout the City so there is now one system citywide.
- Replaced the Voice recorder for Radios and Phones
- Replaced the security camera system as well as adding additional cameras throughout the Police Department and City Hall.
- Worked with a new vendor to repair and make functional the Police Departments camera
- Upgrade existing AV system in room A of the Community center and add a projector and AV system in room B
- Upgrade Fire MDT's to have modems with GPS capabilities
- Implemented the Terminal Server for authorized users to allow remote access city applications (Incode) and documents.
- Upgraded our backup server and the Veeam software to latest version.
- Decommission and move the remaining servers from the old server rack.

- Built new Domain Controller and file share for Fire Department
- Worked with Tri-Tech to upgrade versions of Computer Aided Dispatch (CAD) and Records Management System (RMS) at Police Department.

Goals and Objectives for FY 2018

- Add Cameras to our existing system for Public Works
- Upgrade Incode to version 10. This is a complete replacement of our current Incode system
- Upgrade Server Room UPS and add outlets for Dispatch
- Add water protection above electronic equipment in both server rooms
- Replace one virtual server host and upgrade the other 2 for increased server capacity
- Setup new system for Mobile Device Management (MDM) to track, inventory, and secure City owned mobile devices which will include laptops, Ipads, and cell phones

Major Budget Items

- Computer Software Service (\$247,323)
- Dispatch UPS (\$6000)
- Incode 10 Upgrade (\$50,000)
- Mobile Device Management MDM Software (\$6,000)
- VMWare Host upgrade (\$16,500)
- Public Works Security Cameras (\$6,000)
- Server Room Water Protection (\$6,000)
- ECitation system for PD (\$68,000)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

117 - Information Systems

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$257,927	\$264,296	\$266,539	\$273,603
Supplies	\$55,946	\$51,700	\$43,300	\$59,200
Maintenance	\$4,340	\$8,700	\$12,200	\$8,700
Services and charges	\$319,703	\$355,920	\$371,065	\$380,050
Total Operating Expenditures	\$637,916	\$680,616	\$693,104	\$721,553
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$637,916	\$680,616	\$693,104	\$721,553

Supplemental Programs	Recurring	Non-Recur.
Dispatch UPS		\$6,000
INCODE Upgrade		\$10,000
VMWare Host		\$3,300

Staffing	FY2016	FY2017	FY2018
IT Director	1	1	1
IT Support Tech, Senior	1	1	1
IT Specalists	1	1	1
Total	3.00	3.00	3.00

General Fund - Information Systems
100 - 117

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES- ADMINISTRATIVE	\$184,477	\$209,698	\$199,955	\$217,068
6009 WAGES- OTHER	\$10,165	\$0	\$5,014	\$0
6011 VACATION PAY	\$10,154	\$0	\$6,813	\$0
6012 SICK PAY	\$3,332	\$3,226	\$3,226	\$3,323
6013 EMERGENCY PAY	\$116	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$1,255	\$1,435	\$1,435	\$1,615
6021 FICA-S.S. AND MEDICARE TAXES	\$16,786	\$17,432	\$17,479	\$18,069
6022 TMRS-EMPLOYER	\$30,207	\$31,218	\$31,575	\$32,241
6025 WORKER COMPENSATION INS.	\$1,435	\$1,287	\$1,042	\$1,287
PERSONNEL SERVICES	\$257,927	\$264,296	\$266,539	\$273,603
6101 OFFICE AND COMPUTER SUPPLIES	\$31,038	\$43,000	\$43,000	\$59,000
6103 COMPUTER EQUIPMENT <\$20,000	\$24,092	\$8,600	\$0	\$0
6107 CLOTHING AND UNIFORMS	\$0	\$0	\$200	\$100
6109 POSTAGE	\$816	\$100	\$100	\$100
SUPPLIES	\$55,946	\$51,700	\$43,300	\$59,200
6201 OFFICE EQUIPMENT MAINTENANCE	\$4,340	\$7,500	\$11,000	\$7,500
6202 COMPUTER EQUIPMENT MAINT	\$0	\$1,200	\$1,200	\$1,200
REPAIRS AND MAINTENANCE	\$4,340	\$8,700	\$12,200	\$8,700
6304 PROF.SERV.-OTHER	\$15,815	\$50,000	\$40,000	\$45,000
6312 COMMUNICATION SERVICES	\$80,293	\$62,420	\$87,000	\$87,000
6320 COMPUTER SOFTWARE SERV.	\$209,463	\$227,900	\$229,400	\$232,950
6332 TRAVEL AND MEALS	\$2,962	\$2,000	\$2,500	\$1,500
6333 DUES AND SUBSCRIPTIONS	\$871	\$1,000	\$1,065	\$1,000
6334 AUTOMOBILE ALLOWANCES	\$9,600	\$9,600	\$9,600	\$9,600
6337 TRAINING	\$699	\$3,000	\$1,500	\$3,000
SERVICES AND CHARGES	\$319,703	\$355,920	\$371,065	\$380,050
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TOTAL INFORMATION SYSTEMS	\$637,916	\$680,616	\$693,104	\$721,553

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 2017

- 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.

Objectives for FY 2018

- 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

2017-2018 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - General Fund

118 - Legal Department

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	-	-	-	-
Supplies	\$441	\$500	\$0	\$0
Maintenance	-	-	-	-
Services and charges	\$126,870	\$142,000	\$152,000	\$142,000
Total Operating Expenditures	\$127,311	\$142,500	\$152,000	\$142,000
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$127,311	\$142,500	\$152,000	\$142,000

Supplemental Programs	Recurring	Non-Recur.
None		

General Fund - Legal
100 - 118

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6102 EDUCATIONAL SUPPLIES	\$441	\$500	\$0	\$0
SUPPLIES	\$441	\$500	\$0	\$0
6303 PROF.SERV.-LEGAL	\$126,870	\$142,000	\$152,000	\$142,000
SERVICES AND CHARGES	\$126,870	\$142,000	\$152,000	\$142,000
TOTAL LEGAL	\$127,311	\$142,500	\$152,000	\$142,000

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - General Fund

119 - Non-Departmental

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	-	-	-	-
Supplies	\$13,193	\$18,200	\$14,970	\$15,920
Maintenance	-	-	-	-
Services and charges	\$447,521	\$465,216	\$507,037	\$499,474
Total Operating Expenditures	\$460,714	\$483,416	\$522,007	\$515,394
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	1,842,403	2,130,591	2,130,591	2,231,241
Total Expenditures	\$2,303,117	\$2,614,007	\$2,652,598	\$2,746,635

Supplemental Programs	Recurring	Non-Recur.
None		

General Fund - Non-Departmental
100 - 119

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
PERSONNEL SERVICES	\$0	\$0	\$0	\$0
6101 OFFICE AND COMPUTER SUPPLIES	\$3,882	\$5,200	\$4,300	\$4,000
6109 POSTAGE	\$8,778	\$13,000	\$10,670	\$11,920
6119 OTHER SUPPLIES	\$533	\$0	\$0	\$0
SUPPLIES	\$13,193	\$18,200	\$14,970	\$15,920
REPAIRS AND MAINTENANCE	\$0	\$0	\$0	\$0
6329 OTHER SERVICES	\$53,468	\$43,800	\$39,450	\$26,400
6330 INSURANCE	\$223,552	\$235,000	\$247,000	\$245,000
6336 EQUIPMENT RENTALS	\$38,334	\$41,016	\$46,387	\$40,824
6346 ECONOMIC DEVELOPMENT AGREEMENT	\$132,167	\$145,400	\$174,200	\$187,250
SERVICES AND CHARGES	\$447,521	\$465,216	\$507,037	\$499,474
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
6691 TRANSFER OUT	\$20,000	\$20,000	\$20,000	\$20,000
6692 TRANSFER TO EMP. BEN. TRUST	\$1,822,403	\$2,110,591	\$2,110,591	\$2,211,241
TRANSFERS	\$1,842,403	\$2,130,591	\$2,130,591	\$2,231,241
TOTAL NON-DEPARTMENTAL	\$2,303,117	\$2,614,007	\$2,652,598	\$2,746,635

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 2017

- The department received a grant for the after school Future Leaders and Graduates (FLAG) program which provides tutoring, counseling, and mentoring to at risk high school children
- The department's shooting simulator was upgraded to be interactive with officers. Two officers were trained to operate the equipment allowing situations to escalate or de-escalate dependent upon the officers actions.
- A new camera security system was installed in the City Hall/PD complex to provide better monitoring and security..
- The department obtained two Skywatch towers from the military. they have been painted and outfitted with cameras for remote surveillance when necessary.
- Traffic and pedestrian safety efforts have been enhanced through various initiatives to include extra patrol for special holidays, DWI initiatives, and traffic enforcement initiatives.
- Air Support Unit continues to work in partnership with the US DOJ and the Harris County Sheriff's Office. The unit, in the past year, has been utilized not only by TPD but by neighboring jurisdictions to locate stolen vehicles, wanted persons, armed suspects and pursuits. They have 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. This is a

valuable tool, and partnership, for crime prevention and criminal apprehension and one in which the Citizens of Tomball should take great pride.

- The SRO program and partnership with TISD to include Concordia and Creekside.

Goals & Objectives for FY 2017-18

- Obtain recertification for the Best Practice Recognition program.
- Initiate an “All Hands on Deck” program in which TPD (and other City departments) will saturate selected neighborhoods to visit with citizens and discuss crime prevention, neighborhood concerns, etc.
- Expand the Volunteers in Policing (VIPS) program through recruiting drives as well as expanding their role in providing services to the department and to the community.
- Establish a Future Leaders and Graduates (FLAG) program to mentor and counsel at risk youth.
- Establish a formal Community Policing program in which officers will be responsible for crime reduction tactics and crime prevention in their designated areas. Along with this we will be offering free crime prevention inspections to homeowners and businesses.
- Partner with the schools, fire department, EMS and hospital to conduct active shooter response training.
- Develop and implement a mandatory physical fitness program for officers.
- Cross train Dispatchers and Public Service Officers (Jailers) to provide extra personnel to both divisions
- Enhance training opportunities for personnel.

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - General Fund

121 - Police Department

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$4,547,500	\$5,058,058	\$4,877,356	\$5,121,498
Supplies	\$202,423	\$290,250	\$209,500	\$220,000
Maintenance	\$105,668	\$63,900	\$76,000	\$100,000
Services and charges	\$181,213	\$172,920	\$194,420	\$199,420
Total Operating Expenditures	\$5,036,804	\$5,585,128	\$5,357,276	\$5,640,918
Capital Outlay	-	-	-	\$9,000
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	\$104,812	\$104,812	\$139,500
Total Expenditures	\$5,036,804	\$5,689,940	\$5,462,088	\$5,789,418

Supplemental Programs	Recurring	Non-Recur.
Concrete Rifle Range		\$5,000
Firearms Management System		\$9,000
Repair Baffles at Firing Range		\$18,500

Staffing	FY2016	FY2017	FY2018
Police Chief	1	1	1
Captain	3	2	2
Lieutenant	-	2	2
Detective	1	-	-
Sergeant	7	5	5
Corporal	4	3	3
Air Support Officer	2	-	-
Police Officer	25	32	32
Public Service Officer	3	2	2
Records Clerk	3	2	2
Dispatcher	9.5	11	11
Ser. Administrative Assistant	1	1	1
Evidence Rom Technician	-	1	1
Total	59.50	62.00	62.00

General Fund - Police Department
100 - 121

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$271,668	\$314,413	\$295,002	\$324,455
6003 WAGES-FULL TIME	\$2,534,727	\$3,282,643	\$2,952,420	\$3,319,504
6004 WAGES-PART TIME	\$37,359	\$52,743	\$53,790	\$54,856
6005 WAGES-OVERTIME	\$402,090	\$386,135	\$385,483	\$398,340
6009 WAGES-OTHER	\$151,575	\$0	\$94,515	\$0
6011 VACATION PAY	\$168,205	\$0	\$96,092	\$0
6012 SICK PAY	\$90,762	\$35,545	\$67,075	\$32,181
6013 EMERGENCY PAY	\$8,169	\$0	\$3,138	\$0
6019 MISCELLANEOUS PAY	\$30,525	\$32,290	\$29,835	\$31,600
6021 FICA-MED/SS	\$272,340	\$316,078	\$300,480	\$320,529
6022 TMRS-EMPLOYER	\$498,384	\$565,829	\$541,215	\$564,436
6025 WORKER COMPENSATION INSURANCE	\$78,895	\$72,382	\$58,311	\$75,597
6030 EMPLOYEE TUITION REIMBURSEMENT	\$2,801	\$0	\$0	\$0
PERSONNEL SERVICES	\$4,547,500	\$5,058,058	\$4,877,356	\$5,121,498
6101 OFFICE AND COMPUTER SUPPLIES	\$14,533	\$19,000	\$16,000	\$15,000
6102 EDUCATIONAL SUPPLIES	\$874	\$2,000	\$1,400	\$1,500
6104 JANITORIAL SUPPLIES	\$522	\$500	\$500	\$500
6105 FOOD SUPPLIES	\$4,419	\$5,000	\$5,000	\$5,000
6106 MATERIALS AND PARTS	\$58,360	\$60,000	\$58,000	\$60,000
6107 CLOTHING AND UNIFORMS	\$44,375	\$52,750	\$40,000	\$40,000
6108 FUEL, OIL AND LUBRICANTS	\$71,114	\$145,000	\$85,000	\$95,000
6109 POSTAGE	\$3,968	\$3,000	\$1,000	\$2,000
6119 OTHER SUPPLIES	\$2,111	\$3,000	\$2,600	\$1,000
6130 FURNITURE <\$20,000	\$2,147	\$0	\$0	\$0
SUPPLIES	\$202,423	\$290,250	\$209,500	\$220,000
6201 OFFICE EQUIPMENT MAINTENANCE	\$1,234	\$1,500	\$1,000	\$1,500
6204 OTHER EQUIPMENT MAINTENANCE	\$33,757	\$20,000	\$20,000	\$20,000
6205 VEHICLE MAINTENANCE	\$59,331	\$42,400	\$55,000	\$55,000
6206 BUILDING MAINTENANCE	\$11,346	\$0	\$0	\$23,500
REPAIRS AND MAINTENANCE	\$105,668	\$63,900	\$76,000	\$100,000
6304 PROFESSIONAL SERVICES,OTHER	\$10,634	\$5,000	\$18,000	\$12,000
6312 COMMUNICATION SERVICES	\$63,185	\$40,000	\$70,000	\$70,000
6316 PRINTING AND BINDING	\$90	\$1,000	\$500	\$500
6318 ANIMAL CONTROL-HARRIS COUNTY	\$26,000	\$30,000	\$24,000	\$30,000
6320 SOFTWARE SERVICE	\$13,753	\$0	\$0	\$0
6324 JAIL SERVICE EXPENSE	\$12,713	\$15,000	\$5,000	\$10,000
6325 BUY MONEY	\$0	\$4,000	\$4,000	\$4,000
6328 BIKE PATROL	\$0	\$3,000	\$3,000	\$3,000

General Fund - Police Department
100 - 121

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6329 OTHER SERVICES	\$1,414	\$2,500	\$2,500	\$2,500
6332 TRAVEL AND MEALS	\$31,321	\$25,000	\$20,000	\$20,000
6333 DUES AND SUBSCRIPTIONS	\$4,562	\$7,000	\$7,000	\$7,000
6336 EQUIPMENT RENTALS	\$420	\$420	\$420	\$420
6337 TRAINING	\$17,121	\$40,000	\$40,000	\$40,000
SERVICES AND CHARGES	\$181,213	\$172,920	\$194,420	\$199,420
6402 COMPUTER EQUIPMENT	\$0	\$0	\$0	\$9,000
CAPITAL OUTLAY	\$0	\$0	\$0	\$9,000
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$104,812	\$104,812	\$139,500
TRANSFERS	\$0	\$104,812	\$104,812	\$139,500
TOTAL GENERAL-POLICE DEPARTMENT	\$5,036,804	\$5,689,940	\$5,462,088	\$5,789,418

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 included 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 2017

- The Tomball Municipal Court has completed all mandatory educational hours by its entire court staff
- 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
- The Tomball Municipal Court participated in the Annual Warrant Roundup and cleared 292 warrants
- Tomball Municipal Court workload for FY 2016-17

Number of Cases Filed	6,019 est.
Number of Warrants Issued	2,974 est.

Goals & Objectives for FY 2017-18

- Continue training for court personnel through TMCEC and TCIC/NCIC
- Continue development of 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 certification
- Continue with efforts to increase collections

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

122 - Municipal Court

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$252,296	\$291,279	\$281,905	\$305,001
Supplies	\$3,554	\$5,400	\$2,900	\$3,800
Maintenance	-	-	-	-
Services and charges	\$62,540	\$98,405	\$73,385	\$75,515
Total Operating Expenditures	\$318,390	\$395,084	\$358,190	\$384,316
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$318,390	\$395,084	\$358,190	\$384,316

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Court Administrator	1	1	1
Municipal Court Clerk	1	-	-
Assistant Court Clerk	2	3	3
Municipal Judge	0.5	0.5	0.5
Total	4.50	4.50	4.50

**General Fund - Municipal Court
100 - 122**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$55,041	\$66,891	\$61,150	\$68,863
6003 WAGES-FULL TIME	\$94,302	\$118,667	\$108,527	\$130,322
6004 WAGES-PART TIME	\$39,989	\$44,140	\$44,370	\$45,569
6005 WAGES-OVERTIME	\$4,407	\$6,000	\$6,000	\$6,180
6009 WAGES-OTHER	\$7,469	\$0	\$4,514	\$0
6011 VACATION PAY	\$7,957	\$0	\$6,782	\$0
6012 SICK PAY	\$1,391	\$1,811	\$3,707	\$1,696
6013 EMERGENCY PAY	\$246	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$1,675	\$1,930	\$1,860	\$2,115
6021 FICA-MED/SS	\$15,718	\$18,363	\$17,957	\$19,546
6022 TMRS-EMPLOYER	\$23,439	\$32,885	\$26,480	\$30,118
6025 WORKER COMPENSATION INSURANCE	\$662	\$592	\$558	\$592
PERSONNEL SERVICES	\$252,296	\$291,279	\$281,905	\$305,001
6101 OFFICE AND COMPUTER SUPPLIES	\$3,295	\$5,000	\$2,500	\$3,000
6102 EDUCATIONAL SUPPLIES	\$259	\$400	\$400	\$400
6107 CLOTHING AND UNIFORMS	\$0	\$0	\$0	\$400
SUPPLIES	\$3,554	\$5,400	\$2,900	\$3,800
REPAIRS AND MAINTENANCE	\$0	\$0	\$0	\$0
6303 PROFESSIONAL SERVICES,LEGAL	\$54,600	\$77,500	\$60,000	\$62,000
6304 PROFESSIONAL SERVICES,OTHER	\$0	\$5,000	\$0	\$0
6316 PRINTING AND BINDING	\$764	\$3,000	\$2,500	\$2,000
6329 OTHER SERVICES	\$395	\$2,100	\$700	\$2,080
6332 TRAVEL AND MEALS	\$2,925	\$5,750	\$5,000	\$5,300
6333 DUES AND SUBSCRIPTIONS	\$1,012	\$1,655	\$1,635	\$635
6337 TRAINING	\$2,844	\$3,400	\$3,550	\$3,500
SERVICES AND CHARGES	\$62,540	\$98,405	\$73,385	\$75,515
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL GENERAL-MUNICIPAL COURT	\$318,390	\$395,084	\$358,190	\$384,316

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. The Bus Trip program, both City and Precinct 4, have been going well – now with two Pct. 4 Bus Trips each month along with one or two City Bus Trips. Staff meets with Pct. 4 Representatives, discussing 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 2017

- Community City Manager continuing on
- Re-hired part-time Attendants
- Added new programs, including Mat Crocheting for Homeless and Hand~N~Foot Competition
- Sound Equipment re-updated – added more volume along with new mic
- Continued to add new Volunteer Helpers and Instructors
- Continued to arranged the structure of the Center physically through décor and activities
- Room A and exterior of small building painted giving fresh new look and feel
- Room B now has Audio System with screen and projector
- Revised the Community Center monthly calendar of events to make it more user-friendly
- Made Calendar easier to find on City Website
- Participate the second time with the Community Center Float in the annual Holiday Parade
- Re-wrote Community Center Policy handbook
- All above has aided in attendance increase

Goals & Objectives for FY 2017-18

- Increase rental revenue
- Increase attendance
- Create and add new programs for all ages while maintaining current successful ones

- Continue with Trips and add more when possible
- Utilize space more effectively
- Market the Center more effectively to the local community
- Make 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
- Improve our Bridge Tournament Program, Special Luncheons, and more, to draw visitors to our Tomball Community Center and Tomball
- Continue to increase rental revenue
- Continue to increase attendance numbers as we have been
- Participate again in Tomball Night with Open House in Room B and add to outside of Room B with inviting guests to enter
- Create and add new programs for all ages while maintaining current successful ones
- Continue with Trips and add more when possible
- Continue to utilize space in both buildings more effectively
- Continue to market the Center more effectively to the local community
- 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 and guests to our Tomball Community Center and Tomball

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

131 - Community Center

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$125,735	\$135,590	\$131,452	\$136,896
Supplies	\$12,421	\$12,650	\$12,500	\$14,000
Maintenance	\$37,401	\$15,800	\$600	\$5,800
Services and charges	\$6,531	\$5,435	\$7,385	\$7,600
Total Operating Expenditures	\$182,088	\$169,475	\$151,937	\$164,296
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$182,088	\$169,475	\$151,937	\$164,296

Supplemental Programs	Recurring	Non-Recur.
A/C Fence		\$5,000

Staffing	FY2016	FY2017	FY2018
Manager	1	1	1
Assistant	1	1	1
Attendants - Part Time	1	1	1
Total	3.00	3.00	3.00

General Fund - Community Center
100 - 131

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$42,242	\$47,177	\$45,659	\$48,911
6003 WAGES-FULL TIME	\$32,284	\$37,020	\$34,421	\$38,135
6004 WAGES-PART TIME	\$20,077	\$23,878	\$22,979	\$24,723
6005 WAGES-OVERTIME	\$1,551	\$1,000	\$1,000	\$1,030
6009 WAGES-OTHER	\$3,597	\$0	\$2,600	\$0
6011 VACATION PAY	\$4,059	\$0	\$1,829	\$0
6012 SICK PAY	\$1,439	\$1,296	\$1,300	\$1,339
6019 MISCELLANEOUS PAY	\$860	\$980	\$980	\$1,100
6021 FICA-MED/SS	\$7,503	\$8,557	\$8,274	\$8,863
6022 TMRS-EMPLOYER	\$11,726	\$15,327	\$12,109	\$12,440
6025 WORKER COMPENSATION INSURANCE	\$397	\$355	\$301	\$355
PERSONNEL SERVICES	\$125,735	\$135,590	\$131,452	\$136,896
6101 OFFICE AND COMPUTER SUPPLIES	\$1,021	\$1,000	\$1,000	\$1,000
6104 JANITORIAL SUPPLIES	\$347	\$350	\$400	\$400
6105 FOOD SUPPLIES	\$5,414	\$5,000	\$5,000	\$5,500
6108 FUEL,OIL AND LUBRICANTS	\$405	\$700	\$500	\$500
6119 OTHER SUPPLIES	\$3,813	\$4,000	\$4,000	\$5,000
6130 FURNITURE <\$20,000	\$1,421	\$1,600	\$1,600	\$1,600
SUPPLIES	\$12,421	\$12,650	\$12,500	\$14,000
6204 OTHER EQUIPMENT MAINTENANCE	\$0	\$400	\$400	\$400
6205 VEHICLE MAINTENANCE	\$132	\$400	\$200	\$400
6206 BUILDING MAINTENANCE	\$37,269	\$15,000	\$0	\$5,000
REPAIRS AND MAINTENANCE	\$37,401	\$15,800	\$600	\$5,800
6329 OTHER SERVICES	\$400	\$800	\$800	\$1,000
6332 TRAVEL AND MEALS	\$2,894	\$2,000	\$3,650	\$3,650
6335 ADVERTISING COST	\$3,117	\$2,500	\$2,800	\$2,800
6362 PERMITS AND LICENSES	\$120	\$135	\$135	\$150
SERVICES AND CHARGES	\$6,531	\$5,435	\$7,385	\$7,600
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL GENERAL-COMMUNITY CENTER	\$182,088	\$169,475	\$151,937	\$164,296

Fire Marshal

Department Mission

The mission of the Fire Marshal also known as the Fire Prevention Division is to ensure that the commercial buildings within the City Limits of Tomball are protected from fire or other hazards through the proactive adoption of fire codes and an aggressive fire inspection program. The Prevention Division also provides an active public education program. The Division takes pride in the work we do, making Tomball a safer place to live, work and play.

- Restructured and rebranded the office to that of the Fire Prevention Division
- Completed merger with the Operations Division under the Fire Department.

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

141 - Fire Marshal

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$76,734	\$0	\$0	\$0
Supplies	\$6,877	\$0	\$0	\$0
Maintenance	\$10,125	\$0	\$0	\$0
Services and charges	\$4,624	\$0	\$0	\$0
Total Operating Expenditures	\$98,360	\$0	\$0	\$0
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$98,360	\$0	\$0	\$0

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Fire Marshal	1	0	0
Assistant Fire Marshal	1	0	0
Part-Time Deputy Fire Marshal	0.5	0	0
Total	2.50	0.00	0.00

General Fund - Fire Marshal
100 - 141

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$13,031	\$0	\$0	\$0
6003 WAGES-FULL TIME	\$40,141	\$0	\$0	\$0
6004 WAGES-PART TIME	\$63	\$0	\$0	\$0
6005 WAGES-OVERTIME	\$1,612	\$0	\$0	\$0
6009 WAGES-OTHER	\$2,899	\$0	\$0	\$0
6011 VACATION PAY	\$2,594	\$0	\$0	\$0
6012 SICK PAY	\$996	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$60	\$0	\$0	\$0
6021 FICA-MED/SS	\$4,590	\$0	\$0	\$0
6022 TMRS-EMPLOYER	\$8,424	\$0	\$0	\$0
6025 WORKER COMPENSATION INSURANCE	\$2,324	\$0	\$0	\$0
PERSONNEL SERVICES	\$76,734	\$0	\$0	\$0
6101 OFFICE AND COMPUTER SUPPLIES	\$1,482	\$0	\$0	\$0
6102 EDUCATIONAL SUPPLIES	\$731	\$0	\$0	\$0
6105 FOOD SUPPLIES	\$75	\$0	\$0	\$0
6106 MATERIALS AND PARTS	\$20	\$0	\$0	\$0
6107 CLOTHING AND UNIFORMS	\$2,111	\$0	\$0	\$0
6108 FUEL, OIL AND LUBRICANTS	\$1,949	\$0	\$0	\$0
6119 OTHER SUPPLIES	\$509	\$0	\$0	\$0
SUPPLIES	\$6,877	\$0	\$0	\$0
6205 VEHICLE MAINTENANCE	\$2,399	\$0	\$0	\$0
6219 OTHER MAINTENANCE	\$7,726	\$0	\$0	\$0
REPAIRS AND MAINTENANCE	\$10,125	\$0	\$0	\$0
6304 PROF.SERV.-OTHER	\$780	\$0	\$0	\$0
6312 COMMUNICATION SERVICES	\$832	\$0	\$0	\$0
6332 TRAVEL AND MEALS	\$596	\$0	\$0	\$0
6333 DUES AND SUBSCRIPTIONS	\$1,820	\$0	\$0	\$0
6337 TRAINING	\$596	\$0	\$0	\$0
SERVICES AND CHARGES	\$4,624	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL FIRE MARSHAL	\$98,360	\$0	\$0	\$0

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.

FY 2016-17 Accomplishments

- ESD #15 has acquired a site for Station 4 (Eastside Fire Station) at Mahaffey and FM2920
- Fire Prevention Division has inspected 1,390 commercial facilities as of August 31 of 2017

Goals & Objectives for FY 2017-18

- 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%.
- Review data tracking system to determine reliability of response data
- Review data to determine if the service delivery system is producing improved outcomes on fire and medical responses
- In conjunction with PD, evaluate various CAD vendors, spec out, bid and acquire a new CAD system
- Develop swift water rescue capability/capacity through training and equipment acquisition
- Maintain Prevention Division productivity of 1,300+ commercial property inspections during fiscal year.
- Meet the minimum staffing goals of the Department at least 99% of the time.
- Seek funding assistance to design, fund, construct and operate a combined fire/police/public works training field through a consortium of partners.

- Revise the service contract with ESD 15 to fund additional staffing requirements at Station 5
- Provide information to ESD #15 to support their efforts in building and staffing Station #4
- Complete the Department's Strategic Plan.
- Complete Texas Fire Chiefs Association Best Practices Program.
- Increase active volunteer membership by 20 positions.

Major Budget Items:

- Vehicle Maintenance (\$107,600)
- Air pack replacement (\$28,800)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

142 - Fire Department

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$1,907,909	\$2,114,744	\$2,104,414	\$2,163,230
Supplies	\$322,203	\$382,650	\$375,027	\$401,985
Maintenance	\$218,298	\$241,600	\$242,800	\$182,800
Services and charges	\$165,111	\$180,635	\$168,810	\$170,935
Total Operating Expenditures	\$2,613,521	\$2,919,629	\$2,891,051	\$2,918,950
Capital Outlay	\$100,773	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	\$37,000	\$37,000	-
Total Expenditures	\$2,714,294	\$2,956,629	\$2,928,051	\$2,918,950

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Fire Chief	1	1	1
Assistant Fire Chief	1	1	1
Fire Marshal**	-	1	1
Administrative Assistant	1	1	1
Assistant Fire Marshal**	-	1	1
Captain	-	3	3
Lieutenant	6	6	6
Driver/Operator	6	6	6
Firefighter	3	-	-
Part Time Firefighter ***	7	7	7
Deputy Fire Marshal**	-	0.5	0.5
PAID STAFF	25	27.5	27.5
Community Volunteers	30	30	30
Total	55	57.5	57.5

General Fund - Fire Department
100 - 142

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$172,193	\$255,924	\$238,087	\$274,583
6003 WAGES - FULL TIME	\$710,288	\$935,944	\$854,862	\$978,855
6004 WAGES - PART TIME	\$308,047	\$303,128	\$332,671	\$308,580
6005 WAGES - OVERTIME	\$231,924	\$170,000	\$226,727	\$176,307
6009 WAGES - OTHER	\$43,747	\$0	\$28,579	\$0
6010 FIRE RUN PAYMENTS	\$40,704	\$35,000	\$35,000	\$35,000
6011 VACATION PAY	\$40,709	\$0	\$18,597	\$0
6012 SICK PAY	\$36,329	\$4,561	\$13,164	\$10,083
6013 EMERGENCY PAY	\$651	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$4,500	\$4,305	\$4,305	\$5,330
6020 VOLUNTEERS RETIREMENT	\$5,000	\$15,000	\$5,000	\$15,000
6021 SOCIAL SECURITY AND MEDICARE TAX	\$118,741	\$129,166	\$131,737	\$134,726
6022 TMRS-RETIREMENT-EMPLOYER	\$166,941	\$231,318	\$187,458	\$194,368
6024 HEALTH INSURANCE	\$0	\$0	\$0	\$0
6025 WORKERS' COMPENSATION INS	\$22,664	\$22,398	\$20,227	\$22,398
6030 EMPLOYEE TUITION REIMBURSEMENT	\$5,471	\$8,000	\$8,000	\$8,000
PERSONNEL SERVICES	\$1,907,909	\$2,114,744	\$2,104,414	\$2,163,230
6101 OFFICE AND COMPUTER SUPPLIES	\$6,037	\$5,450	\$6,200	\$5,900
6102 EDUCATIONAL SUPPLIES	\$5,198	\$14,000	\$14,950	\$14,450
6104 JANITORIAL SUPPLIES	\$5,859	\$4,500	\$5,600	\$16,600
6105 FOOD SUPPLIES	\$10,477	\$17,400	\$15,150	\$15,150
6106 MATERIALS AND PARTS	\$2,230	\$11,000	\$10,750	\$10,500
6107 CLOTHING AND UNIFORMS	\$91,326	\$111,000	\$106,750	\$111,850
6108 FUEL, OIL AND LUBRICANTS	\$26,278	\$45,000	\$40,000	\$42,000
6109 POSTAGE	\$438	\$500	\$385	\$385
6110 CHEMICAL SUPPLIES	\$5,571	\$14,150	\$8,550	\$14,250
6119 OTHER SUPPLIES	\$61,499	\$44,650	\$54,100	\$54,100
6130 FURNITURE <\$20,000	\$5,276	\$4,000	\$4,000	\$4,000
6141 SCBA PARTS AND SUPPLIES	\$39,659	\$51,500	\$51,092	\$53,300
6142 COMMUNICATION PARTS AND SUPPLIES	\$28,920	\$29,500	\$28,500	\$29,500
6143 FF TOOL PARTS AND SUPPLIES	\$33,435	\$30,000	\$29,000	\$30,000
SUPPLIES	\$322,203	\$382,650	\$375,027	\$401,985
6201 OFFICE EQUIPMENT MAINTENANCE	\$0	\$1,100	\$1,100	\$1,100
6204 OTHER EQUIPMENT MAINTENANCE	\$6,217	\$9,800	\$8,800	\$9,800
6205 VEHICLE MAINTENANCE	\$179,031	\$155,400	\$155,100	\$107,600
6206 BUILDING MAINTENANCE	\$14,193	\$10,500	\$7,500	\$0
6219 OTHER MAINTENANCE	\$0	\$15,000	\$26,000	\$16,500
6241 SCBA MAINTENANCE AND TESTING	\$7,144	\$15,300	\$13,300	\$16,300

General Fund - Fire Department
100 - 142

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6242 COMMUNICATION MAINTENANCE	\$7,342	\$17,000	\$14,000	\$14,000
6243 FIREFIGHTING TOOL MAINTENANCE	\$4,371	\$17,500	\$17,000	\$17,500
REPAIRS AND MAINTENANCE	\$218,298	\$241,600	\$242,800	\$182,800
6304 PROFESSIONAL SERVICES-OTHER	\$47,083	\$29,500	\$28,000	\$30,600
6312 COMMUNICATION SERVICES	\$32,904	\$34,080	\$34,080	\$34,080
6316 PRINTING AND BINDING	\$745	\$6,950	\$4,500	\$4,000
6320 COMPUTER SOFTWARE SERVICES	\$2,205	\$0	\$0	\$0
6329 OTHER SERVICES	\$2,983	\$3,500	\$4,200	\$4,200
6332 TRAVEL AND MEALS	\$20,306	\$30,700	\$28,700	\$30,700
6333 DUES AND SUBSCRIPTIONS	\$6,035	\$13,155	\$12,155	\$12,155
6335 ADVERTISING COST	\$1,501	\$2,000	\$2,000	\$2,000
6336 EQUIPMENT RENTALS	\$2,988	\$2,500	\$3,200	\$1,300
6337 TRAINING	\$39,745	\$46,650	\$40,800	\$40,800
6343 FIREFIGHTING TOOL RENTALS	\$0	\$1,500	\$1,500	\$1,500
6350 CHILD SAFETY EDUCATION	\$5,675	\$6,100	\$4,700	\$4,600
6398 BANQUETS, DEDICATIONS AND RECEPT	\$2,941	\$4,000	\$4,975	\$5,000
SERVICES AND CHARGES	\$165,111	\$180,635	\$168,810	\$170,935
6405 VEHICLE EQUIPMENT	\$74,046	\$0	\$0	\$0
6406 LAND AND BUILDINGS	\$26,727	\$0	\$0	\$0
CAPITAL OUTLAY	\$100,773	\$0	\$0	\$0
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$37,000	\$37,000	\$0
TRANSFERS	\$0	\$37,000	\$37,000	\$0
DEBT	\$0	\$0	\$0	\$0
TOTAL GENERAL-FIRE DEPARTMENT	\$2,714,294	\$2,956,629	\$2,928,051	\$2,918,950

Emergency Management

FY 2016-17 Accomplishments

- Acquired an additional 100 cots and 300 blankets from FEMA / Red Cross
- Successfully activated, staffed and managed a shelter at First Baptist Church during Hurricane Harvey
- 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.
- Civic Ready performed too well during Hurricane Harvey and the notification system must be revised
- CERT team received training in sheltering large animals during emergency incidents – SOG being completed.
- KTTF operated well during emergency incidents

Goals & Objectives for FY 2017-18

- 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.
- Continue to provide specialized training to CERT team members
- Acquire a 100 ft antenna and relocate the KTTF Transmitter from Rosehill to TFD Station 1 to eliminate the monthly rent/utility cost associated with the current operational system and to increase the reliability of the system.
- Broadcast at least one major event, parade or sporting event through KTTF
- Acquire another 100 cots and 300 blankets from FEMA.
- Design and complete, in conjunction with other City of Tomball agencies and EMS, one multi-jurisdictional, multi-agency emergency incident tabletop exercise
- Develop additional high water rescue capabilities.

Major Budget Items

- Acquire and erect an antenna for KTTF at TFD Station 1 (\$10,000) [cost will be offset by elimination of monthly rent/utility charges at Rosehill transmitter site]

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - General Fund

143 - Emergency Management

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	-	-	-	-
Supplies	\$1,008	\$3,450	\$2,288	\$2,350
Maintenance	\$588	\$0	\$0	\$0
Services and charges	\$13,267	\$21,455	\$16,680	\$19,295
Total Operating Expenditures	\$14,863	\$24,905	\$18,968	\$21,645
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$14,863	\$24,905	\$18,968	\$21,645

Supplemental Programs	Recurring	Non-Recur.
None		

General Fund - Emergency Management
100 - 143

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6101 OFFICE AND COMPUTER SUPPLIES	\$99	\$500	\$500	\$500
6102 EDUCATIONAL SUPPLIES	\$0	\$1,000	\$500	\$750
6105 FOOD SUPPLIES	\$154	\$0	\$300	\$300
6106 MATERIALS AND PARTS	\$75	\$0	\$0	\$0
6107 CLOTHING AND UNIFORMS	\$680	\$1,950	\$800	\$800
6119 OTHER SUPPLIES	\$0	\$0	\$188	\$0
SUPPLIES	\$1,008	\$3,450	\$2,288	\$2,350
6203 RADIO EQUIPMENT MAINTENANCE	\$588	\$0	\$0	\$0
REPAIRS AND MAINTENANCE	\$588	\$0	\$0	\$0
6312 COMMUNICATION SERVICES	\$4,137	\$6,000	\$4,500	\$5,000
6316 PRINTING AND BINDING	\$0	\$0	\$480	\$0
6320 COMPUTER SOFTWARE SERV.	\$1,085	\$1,500	\$0	\$0
6332 TRAVEL AND MEALS	\$1,137	\$1,500	\$0	\$1,500
6333 DUES AND SUBSCRIPTIONS	\$689	\$595	\$700	\$595
6337 TRAINING	\$2,363	\$1,200	\$0	\$1,200
6345 KTF EXPENSES	\$3,856	\$10,660	\$11,000	\$11,000
SERVICES AND CHARGES	\$13,267	\$21,455	\$16,680	\$19,295
TOTAL EMERGENCY MANAGEMENT	\$14,863	\$24,905	\$18,968	\$21,645

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

145 - ESD#15 Station 5

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$135,656	\$229,017	\$242,886	\$236,646
Supplies	\$9,750	\$5,600	\$9,829	\$8,450
Maintenance	\$2,788	\$11,368	\$9,000	\$7,600
Services and charges	\$21,400	\$37,407	\$34,045	\$33,475
Total Operating Expenditures	\$169,594	\$283,392	\$295,760	\$286,171
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$169,594	\$283,392	\$295,760	\$286,171

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Driver/Operator	-	3	3
Total	-	3	3

General Fund - ESD #15 Station 5
100 - 145

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6003 WAGES-FULL TIME	\$83,686	\$158,169	\$150,469	\$162,744
6005 WAGES-OVERTIME	\$25,451	\$28,476	\$42,000	\$28,763
6009 WAGES-OTHER	\$2,452	\$0	\$3,532	\$0
6011 VACATION PAY	\$0	\$0	\$2,946	\$0
6012 SICK PAY	\$579	\$0	\$81	\$1,215
6019 MISCELLANEOUS PAY	\$0	\$0	\$0	\$280
6021 FICA-S.S. AND MEDICARE TAXES	\$8,349	\$14,287	\$14,839	\$14,777
6022 TMRS-EMPLOYER	\$15,139	\$25,585	\$26,869	\$26,367
6025 WORKER COMPENSATION INS.	\$0	\$2,500	\$2,150	\$2,500
PERSONNEL SERVICES	\$135,656	\$229,017	\$242,886	\$236,646
6101 OFFICE AND COMPUTER SUPPLIES	\$942	\$1,000	\$1,000	\$1,000
6102 EDUCATIONAL SUPPLIES	\$0	\$0	\$100	\$100
6104 JANITORIAL AND CLEANING SUPPLY	\$3,180	\$1,500	\$2,800	\$2,800
6105 FOOD SUPPLIES	\$1,421	\$500	\$1,200	\$1,200
6107 CLOTHING AND UNIFORMS	\$1,341	\$2,600	\$2,600	\$2,600
6119 OTHER SUPPLIES	\$2,866	\$0	\$1,228	\$500
6130 FURNITURE<\$20,000	\$0	\$0	\$901	\$250
SUPPLIES	\$9,750	\$5,600	\$9,829	\$8,450
6206 BUILDING MAINTENANCE	\$2,788	\$11,368	\$9,000	\$7,600
REPAIRS AND MAINTENANCE	\$2,788	\$11,368	\$9,000	\$7,600
6304 PROF.SERV.-OTHER	\$0	\$0	\$900	\$1,000
6312 COMMUNICATION SERVICES	\$1,672	\$4,200	\$3,200	\$3,200
6313 UTILITIES	\$19,615	\$31,932	\$26,000	\$26,000
6316 PRINTING AND BINDING	\$113	\$0	\$0	\$0
6332 TRAVEL AND MEALS	\$0	\$0	\$2,000	\$500
6333 DUES AND SUBSCRIPTIONS	\$0	\$1,275	\$275	\$275
6337 TRAINING	\$0	\$0	\$1,670	\$2,500
SERVICES AND CHARGES	\$21,400	\$37,407	\$34,045	\$33,475
TOTAL GENERAL-ESD#15 STATION 5	\$169,594	\$283,392	\$295,760	\$286,171

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 2016-17

- Continued public outreach to increase awareness of water consumption, natural gas and other important aspects
- Continued processing monthly and quarterly reports (Fluoride, water pumpage, disinfectant)

Goals and Objectives for FY 2017-18

- Update work order system for Public Works Department to improve efficiency and response time in addressing issues
- Update and maintain Public Works page on City website

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

151 - Public Works Administration

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$50,196	\$51,955	\$49,158	\$43,820
Supplies	\$4,812	\$4,800	\$7,420	\$7,720
Maintenance	\$267	\$0	\$100	\$150
Services and charges	\$1,370	\$550	\$360	\$3,430
Total Operating Expenditures	\$56,645	\$57,305	\$57,038	\$55,120
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$56,645	\$57,305	\$57,038	\$55,120

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Administrative Assistant	1	1	1
Total	1	1	1

General Fund - Public Works Administration
100 - 151

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6003 WAGES-FULL TIME	\$31,779	\$40,470	\$36,759	\$34,921
6005 WAGES-OVERTIME	\$588	\$1,000	\$1,034	\$1,030
6009 WAGES-OTHER	\$2,087	\$0	\$936	\$0
6011 VACATION PAY	\$3,437	\$0	\$1,722	\$0
6012 SICK PAY	\$2,018	\$0	\$0	\$0
6013 EMERGENCY PAY	\$397	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$1,145	\$1,205	\$0	\$75
6021 FICA-MED/SS	\$2,964	\$3,283	\$3,069	\$2,757
6022 TMRS-EMPLOYER	\$5,649	\$5,879	\$5,538	\$4,919
6025 WORKER COMPENSATION INSURANCE	\$132	\$118	\$100	\$118
PERSONNEL SERVICES	\$50,196	\$51,955	\$49,158	\$43,820
6101 OFFICE AND COMPUTER SUPPLIES	\$958	\$1,000	\$1,100	\$1,100
6102 EDUCATIONAL SUPPLIES	\$0	\$500	\$300	\$400
6105 FOOD SUPPLIES	\$2,132	\$1,400	\$1,800	\$1,800
6107 CLOTHING AND UNIFORMS	\$338	\$300	\$300	\$300
6108 FUEL, OIL AND LUBRICANTS	\$1,336	\$1,500	\$3,800	\$4,000
6119 OTHER SUPPLIES	\$48	\$100	\$120	\$120
SUPPLIES	\$4,812	\$4,800	\$7,420	\$7,720
6205 VEHICLE MAINTENANCE	\$267	\$0	\$100	\$150
REPAIRS AND MAINTENANCE	\$267	\$0	\$100	\$150
6304 PROFESSIONAL SERVICES,OTHER	\$938	\$0	\$0	\$0
6312 COMMUNICATION SERVICES	\$361	\$350	\$360	\$380
6329 OTHER SERVICES	\$71	\$100	\$0	\$0
6332 TRAVEL AND MEALS	\$0	\$50	\$0	\$50
6337 TRAINING	\$0	\$0	\$0	\$3,000
6362 PERMITS AND LICENSES	\$0	\$50	\$0	\$0
SERVICES AND CHARGES	\$1,370	\$550	\$360	\$3,430
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL GENERAL-PUBLIC WORKS ADM.	\$56,645	\$57,305	\$57,038	\$55,120

Garage Department

Accomplishments for FY 2016-17

- Maintained and coordinated the maintenance and repair of city fleet

Goals and Objectives for FY 2017-18

- Continue the expansion of the Garage's oversight of the maintenance of fleet
- Develop work processes to increase efficiency of the department
- Include the department on more city wide initiatives as it relates to fleet including replacement and maintenance

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

152 - Garage

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$133,875	\$138,465	\$136,591	\$141,692
Supplies	\$6,401	\$4,675	\$3,933	\$4,880
Maintenance	\$26,998	\$3,800	\$2,350	\$3,800
Services and charges	\$5,037	\$4,199	\$3,526	\$3,689
Total Operating Expenditures	\$172,311	\$151,139	\$146,400	\$154,061
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$172,311	\$151,139	\$146,400	\$154,061

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Lead Mechanic	1	1	1
Heavy Equip/Fleet Mechanic	1	1	1
Total	2	2	2

General Fund - Public Works - Garage
100 - 152

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6003 WAGES-FULL TIME	\$85,235	\$102,369	\$94,960	\$105,412
6005 WAGES-OVERTIME	\$8,154	\$8,000	\$9,000	\$8,240
6009 WAGES-OTHER	\$4,754	\$0	\$4,642	\$0
6011 VACATION PAY	\$6,593	\$0	\$0	\$0
6012 SICK PAY	\$2,552	\$701	\$1,401	\$0
6013 EMERGENCY PAY	\$626	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$845	\$965	\$965	\$1,085
6021 FICA-MED/SS	\$7,716	\$8,630	\$8,318	\$8,839
6022 TMRS-EMPLOYER	\$14,784	\$15,455	\$15,311	\$15,771
6025 WORKER COMPENSATION INSURANCE	\$2,616	\$2,345	\$1,994	\$2,345
PERSONNEL SERVICES	\$133,875	\$138,465	\$136,591	\$141,692
6101 OFFICE AND COMPUTER SUPPLIES	\$107	\$75	\$50	\$50
6106 MATERIALS AND PARTS	\$3,884	\$1,500	\$1,500	\$1,500
6107 CLOTHING AND UNIFORMS	\$1,028	\$1,200	\$1,083	\$1,430
6108 FUEL, OIL AND LUBRICANTS	\$695	\$1,100	\$850	\$1,100
6119 OTHER SUPPLIES	\$687	\$800	\$450	\$800
SUPPLIES	\$6,401	\$4,675	\$3,933	\$4,880
6204 OTHER EQUIPMENT MAINTENANCE	\$12	\$300	\$100	\$300
6205 VEHICLE MAINTENANCE	\$1,838	\$500	\$250	\$500
6207 SYSTEM MAINTENANCE	\$25,148	\$3,000	\$2,000	\$3,000
REPAIRS AND MAINTENANCE	\$26,998	\$3,800	\$2,350	\$3,800
6312 COMMUNICATION SERVICES	\$722	\$625	\$725	\$750
6320 COMPUTER SOFTWARE SERVICES	\$1,825	\$0	\$0	\$0
6333 DUES AND SUBSCRIPTIONS	\$1,728	\$1,700	\$1,728	\$1,728
6336 EQUIPMENT RENTALS	\$473	\$436	\$473	\$473
6337 TRAINING	\$220	\$1,300	\$600	\$600
6362 PERMITS AND LICENSES	\$69	\$138	\$0	\$138
SERVICES AND CHARGES	\$5,037	\$4,199	\$3,526	\$3,689
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL GENERAL-GARAGE	\$172,311	\$151,139	\$146,400	\$154,061

Parks Department

Accomplishments for FY 2016-17

- Completed the conversion to LED lighting at Juergens and Matheson Parks.
- Completed improvements and major maintenance at Theis Attaway Nature Reserve
- Continued improvements at Wayne Stovall Sports Complex (Maintenance barn, remodel concession and office area)

Goals and Objectives for FY 2017-18

- Begin construction Phase I improvements at Broussard Community Park
- Continue improvements at Wayne Stovall Sports Complex Improvements, including existing parking lot and additional parking
- Begin improvements at Jerry Matheson Park on the playground
- Replace and upgrade basketball goals at MLK Park
- Upgrade lighting at MLK Park
- Install ADA Accessible Swing at Juergens Park

Major Budget Items

- Replacement of Depot Christmas Tree (\$20,000)
- LED lighting upgrade at MLK Park (\$20,000)
- Wayne Stovall Sports Complex Parking Improvements (\$380,000)
- Broussard Community Park Development (\$200,000)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

DEPARTMENT

100 - General Fund

153 - Parks

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$240,655	\$283,224	\$271,065	\$336,960
Supplies	\$46,497	\$47,672	\$48,020	\$74,525
Maintenance	\$259,609	\$60,500	\$61,000	\$56,000
Services and charges	\$23,956	\$21,760	\$26,415	\$25,860
Total Operating Expenditures	\$570,717	\$413,156	\$406,500	\$493,345
Capital Outlay	\$247,224	-	\$3,750	\$60,500
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	\$185,000	\$480,000	\$480,000	\$580,000
Total Expenditures	\$1,002,941	\$893,156	\$890,250	\$1,133,845

Supplemental Programs	Recurring	Non-Recur.
PARKS SERVICE PERSON		\$ 65,959
BROUSSARD PARK-CONT.		\$ 200,000
WAYNE STOVALL PARKING LOT NEW/IMPROVING		\$ 380,000
FANS AT PARK PAVILLIONS - JUERGENS AND MLK		\$ 50,000
REPLACE DEPOT CHRISTMAS TREE & DECORATIONS		\$ 25,000
ADA COMBINATION SWING		\$ 4,500
FD LAWN MOWERS		\$ 6,000

Staffing	FY2016	FY2017	FY2018
Park Serviceperson	3	3	4
Parks Crew Leader	2	2	2
Crew Worker	0.2	0.2	0.2
Total	5.2	5.2	6.2

General Fund - Public Works - Parks
100 - 153

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6003 WAGES-FULL TIME	\$137,803	\$176,143	\$159,733	\$222,151
6004 WAGES-PART TIME	\$29,074	\$42,907	\$42,907	\$42,907
6005 WAGES-OVERTIME	\$6,934	\$9,500	\$10,544	\$10,815
6009 WAGES-OTHER	\$8,406	\$0	\$4,184	\$0
6011 VACATION PAY	\$9,208	\$0	\$5,085	\$0
6012 SICK PAY	\$5,681	\$0	\$1,861	\$1,145
6013 EMERGENCY PAY	\$575	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$1,710	\$1,730	\$1,595	\$1,800
6021 FICA-MED/SS	\$14,452	\$17,789	\$17,092	\$21,573
6022 TMRS-EMPLOYER	\$23,133	\$31,857	\$25,398	\$32,637
6024 HEALTH INSURANCE	\$0	\$0	\$0	\$0
6025 WORKER COMPENSATION INSURANCE	\$3,679	\$3,298	\$2,666	\$3,932
PERSONNEL SERVICES	\$240,655	\$283,224	\$271,065	\$336,960
6106 MATERIALS AND PARTS	\$15,334	\$19,000	\$19,000	\$19,000
6107 CLOTHING AND UNIFORMS	\$2,535	\$2,872	\$3,020	\$4,575
6108 FUEL, OIL AND LUBRICANTS	\$6,027	\$12,000	\$9,500	\$10,000
6110 CHEMICAL SUPPLIES	\$8,624	\$3,800	\$6,000	\$6,000
6119 OTHER SUPPLIES	\$13,977	\$10,000	\$10,500	\$34,950
SUPPLIES	\$46,497	\$47,672	\$48,020	\$74,525
6204 OTHER EQUIPMENT MAINTENANCE	\$6,066	\$3,800	\$5,000	\$5,000
6205 VEHICLE MAINTENANCE	\$1,926	\$1,700	\$1,000	\$1,000
6207 SYSTEM MAINTENANCE	\$251,617	\$55,000	\$55,000	\$50,000
REPAIRS AND MAINTENANCE	\$259,609	\$60,500	\$61,000	\$56,000
6304 PROFESSIONAL SERVICES,OTHER	\$0	\$0	\$555	\$0
6312 COMMUNICATION SERVICES	\$2,592	\$1,750	\$2,200	\$2,200
6321 SYSTEM CONTRACT SERVICES	\$18,562	\$16,000	\$20,000	\$20,000
6329 OTHER SERVICES	\$462	\$500	\$500	\$500
6336 EQUIPMENT RENTALS	\$2,340	\$2,510	\$2,160	\$2,160
6337 TRAINING	\$0	\$1,000	\$1,000	\$1,000
SERVICES AND CHARGES	\$23,956	\$21,760	\$26,415	\$25,860

General Fund - Public Works - Parks
100 - 153

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6403 MACHINERY AND EQUIPMENT	\$0	\$0	\$0	\$56,000
6406 LAND AND BUILDINGS	\$161,430	\$0	\$0	\$0
6409 SYSTEM EXPANSION	\$85,794	\$0	\$3,750	\$0
6412 JUERGENS PARK	\$0	\$0	\$0	\$4,500
CAPITAL OUTLAY	\$247,224	\$0	\$3,750	\$60,500
6998 TRANSFER TO FLEET REPLACEMENT	\$85,000	\$0	\$0	\$0
6999 TRANSFER TO CAPITAL PROJ. FUND	\$100,000	\$480,000	\$480,000	\$580,000
TRANSFERS	\$185,000	\$480,000	\$480,000	\$580,000
TOTAL GENERAL-PARKS	\$1,002,941	\$893,156	\$890,250	\$1,133,845

Streets Department

Accomplishments for FY 2016-17

- Completed asphalt overlay improvements and repairs to concrete streets
- Continued drainage ditch grading
- Installed culverts and maintained drainage ditches
- Provided support to other departments and special events

Goals and Objectives for FY 2017-18

- Continue evaluation and rehabilitation of asphalt and 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 of City of Tomball Right of Way
- Complete additional sidewalk projects
- Continue development of Medical Complex Segment 4b, M121 Drainage Channel and M500 Drainage Basin

Major Budget Items

- Sidewalks along Theis Lane and Johnson Road (\$510,000)
- Asphalt and Concrete Street Improvements (\$150,000)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

154 - Streets

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$409,862	\$459,749	\$467,640	\$504,185
Supplies	\$46,119	\$64,600	\$63,690	\$68,875
Maintenance	\$206,614	\$271,300	\$274,800	\$278,000
Services and charges	\$168,350	\$154,875	\$156,687	\$154,025
Total Operating Expenditures	\$830,945	\$950,524	\$962,817	\$1,005,085
Capital Outlay	\$13,723	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	\$1,366,277	\$1,500,000	\$1,500,000	\$1,015,000
Total Expenditures	\$2,210,945	\$2,450,524	\$2,462,817	\$2,020,085

Supplemental Programs	Recurring	Non-Recur.
Sidewalks		\$200,000
PW Parking Lot (Phase 1 & 2)		\$460,000
Streets Service Person	\$67,590	

Staffing	FY2016	FY2017	FY2018
Superintendent Street & Drain	1	1	1
Street & Drainage Foreman	1	1	1
Heavy Equipment Operator	2	2	2
Serviceman	4	4	5
Crew Worker	0.2	0.2	0.2
Total	8.2	8.2	9.2

General Fund - Public Works - Streets
100 - 154

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$58,240	\$71,364	\$66,273	\$73,506
6003 WAGES-FULL TIME	\$203,217	\$259,060	\$232,394	\$289,545
6004 WAGES-PART TIME	\$2,385	\$4,635	\$4,635	\$4,635
6005 WAGES-OVERTIME	\$17,622	\$24,500	\$27,464	\$26,265
6006 WAGES-ON CALL	\$123	\$0	\$0	\$0
6009 WAGES-OTHER	\$13,892	\$0	\$7,999	\$0
6011 VACATION PAY	\$17,072	\$0	\$14,904	\$0
6012 SICK PAY	\$7,516	\$1,397	\$15,615	\$2,781
6013 EMERGENCY PAY	\$151	\$0	\$1,647	\$0
6019 MISCELLANEOUS PAY	\$2,775	\$3,075	\$3,150	\$2,825
6021 FICA-MED/SS	\$24,269	\$28,226	\$28,460	\$30,906
6022 TMRS-EMPLOYER	\$43,697	\$50,549	\$51,143	\$54,514
6024 HEALTH INSURANCE	\$0	\$0	\$0	\$0
6025 WORKER COMPENSATION INSURANCE	\$18,903	\$16,943	\$13,956	\$19,208
PERSONNEL SERVICES	\$409,862	\$459,749	\$467,640	\$504,185
6101 OFFICE AND COMPUTER SUPPLIES	\$53	\$0	\$70	\$70
6106 MATERIALS AND PARTS	\$18,890	\$35,000	\$35,000	\$35,000
6107 CLOTHING AND UNIFORMS	\$5,137	\$4,600	\$5,960	\$7,305
6108 FUEL, OIL AND LUBRICANTS	\$15,864	\$20,000	\$16,660	\$20,000
6119 OTHER SUPPLIES	\$6,175	\$5,000	\$6,000	\$6,500
SUPPLIES	\$46,119	\$64,600	\$63,690	\$68,875
6204 OTHER EQUIPMENT MAINTENANCE	\$22,700	\$15,000	\$11,000	\$15,000
6205 VEHICLE MAINTENANCE	\$8,423	\$5,000	\$3,800	\$5,000
6207 SYSTEM MAINTENANCE	\$175,491	\$251,300	\$260,000	\$258,000
REPAIRS AND MAINTENANCE	\$206,614	\$271,300	\$274,800	\$278,000
6304 PROFESSIONAL SERVICES,OTHER	\$14,420	\$11,000	\$13,387	\$14,000
6312 COMMUNICATION SERVICES	\$2,873	\$2,350	\$2,800	\$2,800
6319 MOSQUITO CONTROL	\$17,617	\$9,200	\$15,000	\$15,000
6329 OTHER SERVICES	\$16,399	\$10,000	\$10,000	\$10,000
6336 EQUIPMENT RENTALS	\$1,325	\$1,500	\$100	\$1,500
6337 TRAINING	\$245	\$500	\$200	\$400
6338 STREET LIGHTS	\$115,181	\$120,000	\$115,000	\$110,000
6362 PERMITS AND LICENSES	\$290	\$325	\$200	\$325
SERVICES AND CHARGES	\$168,350	\$154,875	\$156,687	\$154,025

General Fund - Public Works - Streets
100 - 154

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6409 SYSTEM EXPANSION	\$13,723	\$0	\$0	\$0
CAPITAL OUTLAY	\$13,723	\$0	\$0	\$0
6998 TRANSFER TO FLEET REPLACEMENT	\$305,000	\$0	\$0	\$105,000
6999 TRANSFER TO CAPITAL PROJ. FUND	\$1,061,277	\$1,500,000	\$1,500,000	\$910,000
TRANSFERS	\$1,366,277	\$1,500,000	\$1,500,000	\$1,015,000
TOTAL GENERAL-STREETS	\$2,210,945	\$2,450,524	\$2,462,817	\$2,020,085

Sanitation Department

Accomplishments for FY 2016-17

- Continued methane level exceedance mitigation plan
- Received approval for permit modification/ amendment

Goals and Objectives for FY 2017-18

- Continue methane level exceedance mitigation plan and implement the plan

Major Budget Items

- Ongoing engineering, permitting and mitigation of landfill closure (\$120,000)
- Annual plastic garbage bags for citizens (\$42,000)
- Contract Garbage Services (\$1,973,274)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

155 - Sanitation

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	-	-	-	-
Supplies	\$40,814	\$42,000	\$39,760	\$42,000
Maintenance	-	-	-	-
Services and charges	\$2,125,600	\$2,036,100	\$2,092,270	\$2,095,844
Total Operating Expenditures	\$2,166,414	\$2,078,100	\$2,132,030	\$2,137,844
Capital Outlay	-	-	-	\$25,000
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$2,166,414	\$2,078,100	\$2,132,030	\$2,162,844

Supplemental Programs	Recurring	Non-Recur.
Brush Box and Debris Pad		\$25,000

**General Fund - Public Works - Sanitation
100 - 155**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
PERSONNEL SERVICES	\$0	\$0	\$0	\$0
6119 OTHER SUPPLIES	\$40,814	\$42,000	\$39,760	\$42,000
SUPPLIES	\$40,814	\$42,000	\$39,760	\$42,000
REPAIRS AND MAINTENANCE	\$0	\$0	\$0	\$0
6304 PROFESSIONAL SERVICES-OTHER	\$143,974	\$120,000	\$164,000	\$120,000
6327 GARBAGE SERVICES	\$1,981,426	\$1,915,800	\$1,915,800	\$1,973,274
6329 OTHER SERVICES	\$0	\$0	\$12,270	\$2,270
6362 PERMITS AND LICENSES	\$200	\$300	\$200	\$300
SERVICES AND CHARGES	\$2,125,600	\$2,036,100	\$2,092,270	\$2,095,844
6409 SYSTEM EXPANSION	\$0	\$0	\$0	\$25,000
CAPITAL OUTLAY	\$0	\$0	\$0	\$25,000
6691 TRANSFERS OUT	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL SANITATION	\$2,166,414	\$2,078,100	\$2,132,030	\$2,162,844

Engineering and Planning

Department Mission

To facilitate construction of the City of Tomball's public infrastructure in a coordinated, efficient and environmentally responsible manner while providing excellent customer service, superior drinking water, safe streets, mobility, effective drainage and wastewater collection and treatment. To implement the City's land use codes and provide guidance to the development community and citizens in regards to land use and development regulations.

Accomplishments for FY 2017

- Processed all zoning cases within required timeframes
- Prepared necessary amendments to Chapter 50-Zoning to achieve City's goals
- Updated website content and maintained social media presence through Twitter and Facebook (over 1000 followers to date)
- Year four implementation of the Storm Water Management Program
- Quarterly Reporting
- Added an Assistant City Engineer
- Attendance at State and National American Planning Association Conferences
- Active participation with the Houston-Galveston Area Council

Goals and Objectives for FY 2018

- Continue to propose amendments to Chapter 50-Zoning
- Update the Comprehensive Plan
- Scope additional components of the Livable Centers Study/Downtown Plan for implementation consideration
- Continue to process all development applications within a timely manner
- Year five implementation of the Storm Water Management Program
- Create the City's first Engineering Design Manual

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

156 - Engineering and Planning

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$414,621	\$424,228	\$387,172	\$452,157
Supplies	\$11,453	\$13,000	\$13,300	\$13,600
Maintenance	\$13	-	-	-
Services and charges	\$91,263	\$180,482	\$112,199	\$273,904
Total Operating Expenditures	\$517,350	\$617,710	\$512,671	\$739,661
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$517,350	\$617,710	\$512,671	\$739,661

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Director of Community Development	1	1	1
City Planner	1	1	1
Assistant City Planner	1	1	1
City Engineer	1	1	1
Code Enforcement Officer	1	-	-
Construction Manager/Inspector	1	-	-
Community Development Coordinator	1	1	1
Total	7	5	5

General Fund - Public Works - Engineering and Planning

100 - 156

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$251,357	\$300,900	\$260,527	\$321,981
6003 WAGES-FULL TIME	\$36,783	\$40,470	\$37,840	\$41,670
6005 WAGES-OVERTIME	\$1,509	\$2,000	\$2,500	\$2,060
6009 WAGES-OTHER	\$14,034	\$0	\$6,753	\$0
6011 VACATION PAY	\$22,169	\$0	\$5,024	\$0
6012 SICK PAY	\$14,110	\$3,177	\$4,031	\$3,450
6019 MISCELLANEOUS PAY	\$330	\$615	\$480	\$765
6021 FICA-S.S. AND MEDICARE TAXES	\$25,773	\$27,154	\$24,408	\$28,948
6022 TMRS-EMPLOYER	\$47,123	\$48,628	\$44,551	\$51,653
6025 WORKER COMPENSATION INS.	\$1,433	\$1,284	\$1,058	\$1,630
PERSONNEL SERVICES	\$414,621	\$424,228	\$387,172	\$452,157
6101 OFFICE AND COMPUTER SUPPLIES	\$4,672	\$5,000	\$6,500	\$6,000
6102 EDUCATIONAL SUPPLIES	\$95	\$500	\$300	\$300
6105 FOOD SUPPLIES	\$44	\$1,000	\$200	\$1,000
6107 CLOTHING AND UNIFORMS	\$290	\$500	\$300	\$300
6109 POSTAGE	\$4,754	\$6,000	\$6,000	\$6,000
6130 FURNITURE<\$20,000	\$1,598	\$0	\$0	\$0
SUPPLIES	\$11,453	\$13,000	\$13,300	\$13,600
6205 VEHICLE MAINTENANCE	\$13	\$0	\$0	\$0
REPAIRS AND MAINTENANCE	\$13	\$0	\$0	\$0
6302 PROF.SERV.-ENGINEERING	\$61,305	\$105,000	\$85,000	\$90,000
6304 PROF.SERV.-OTHER	\$8,199	\$135,000	\$20,000	\$135,000
6311 JANITORIAL SERVICES	\$0	\$0	\$0	\$0
6312 COMMUNICATION SERVICES	\$2,230	\$2,304	\$2,668	\$3,072
6316 PRINTING AND BINDING	\$164	\$1,500	\$1,000	\$1,500
6332 TRAVEL AND MEALS	\$6,398	\$11,600	\$11,600	\$11,600
6333 DUES AND SUBSCRIPTIONS	\$2,211	\$2,500	\$1,000	\$1,000
6334 AUTOMOBILE ALLOWANCES	\$4,800	\$4,800	\$4,800	\$4,800
6335 ADVERTISING COST	\$1,449	\$4,000	\$4,100	\$4,100
6337 TRAINING	\$4,237	\$6,700	\$6,700	\$7,200
6362 PERMITS AND LICENSES	\$270	\$500	\$600	\$600
SERVICES AND CHARGES	\$91,263	\$273,904	\$137,468	\$258,872
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL ENGINEERING AND PLANNING	\$517,350	\$711,132	\$537,940	\$724,629

Facilities Maintenance

Accomplishments for FY 2016-17

- Completed additional conversion of City Facilities to LED
- Bid improvement at 114 Fannin Street

Goals and Objectives for FY 2017-18

- Continue LED conversion at remaining City Facilities
- Continue maintenance activities for all City Facilities
- Bid improvements at Broussard Park

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

100 - General Fund

DEPARTMENT

157 - Facilities Maintenance

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$108,930	\$118,019	\$116,412	\$121,489
Supplies	\$20,922	\$16,250	\$18,436	\$46,250
Maintenance	\$116,195	\$96,131	\$100,100	\$193,200
Services and charges	\$399,892	\$377,361	\$392,761	\$399,861
Total Operating Expenditures	\$645,939	\$607,761	\$627,709	\$760,800
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$645,939	\$607,761	\$627,709	\$760,800

Supplemental Programs	Recurring	Non-Recur.
Server Room		\$16,000
Old City Hall Rebuilding		\$30,000
Dumpster Enclosures		\$44,000

Staffing	FY2016	FY2017	FY2018
Facilities Maintenance Specialists	2	2	2
Total	2	2	2

General Fund - Public Works - Facilities Maintenance

100 - 157

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6003 WAGES-FULL TIME	\$71,423	\$87,089	\$78,081	\$89,681
6005 WAGES-OVERTIME	\$4,209	\$5,000	\$5,558	\$5,150
6009 WAGES-OTHER	\$4,605	\$0	\$1,985	\$0
6011 VACATION PAY	\$4,607	\$0	\$4,894	\$0
6012 SICK PAY	\$619	\$646	\$662	\$665
6013 EMERGENCY PAY	\$0	\$0	\$586	\$0
6019 MISCELLANEOUS PAY	\$2,050	\$2,170	\$2,170	\$2,290
6021 FICA-S.S. AND MEDICARE TAXES	\$6,653	\$7,377	\$7,254	\$7,606
6022 TMRS-EMPLOYER	\$11,947	\$13,212	\$13,086	\$13,572
6025 WORKER COMPENSATION INS.	\$2,817	\$2,525	\$2,136	\$2,525
PERSONNEL SERVICES	\$108,930	\$118,019	\$116,412	\$121,489
6101 OFFICE AND COMPUTER SUPPLIES	\$0	\$0	\$290	\$0
6104 JANITORIAL AND CLEANING SUPPLY	\$11,150	\$8,500	\$9,740	\$9,500
6105 FOOD SUPPLIES	\$5,430	\$3,800	\$4,700	\$4,800
6106 MATERIALS AND PARTS	\$59	\$500	\$200	\$500
6107 CLOTHING AND UNIFORMS	\$1,145	\$950	\$1,206	\$1,550
6108 FUEL, OIL AND LUBRICANTS	\$1,343	\$1,700	\$1,300	\$1,700
6119 OTHER SUPPLIES	\$1,795	\$800	\$1,000	\$28,200
SUPPLIES	\$20,922	\$16,250	\$18,436	\$46,250
6205 VEHICLE MAINTENANCE	\$468	\$200	\$100	\$200
6206 BUILDING MAINTENANCE	\$115,727	\$95,931	\$100,000	\$193,000
REPAIRS AND MAINTENANCE	\$116,195	\$96,131	\$100,100	\$193,200
6311 JANITORIAL SERVICES	\$63,547	\$70,000	\$70,000	\$70,500
6312 COMMUNICATION SERVICES	\$153,917	\$145,000	\$165,600	\$167,000
6313 UTILITIES	\$180,092	\$160,000	\$155,000	\$160,000
6336 EQUIPMENT RENTALS	\$2,275	\$2,300	\$2,100	\$2,300
6362 PERMITS AND LICENSES	\$61	\$61	\$61	\$61
SERVICES AND CHARGES	\$399,892	\$377,361	\$392,761	\$399,861
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL FACILITIES MAINTENANCE	\$645,939	\$607,761	\$627,709	\$760,800

City of Tomball
General Special Revenue Fund - 200
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Budget
Revenues:				
Seized Funds	2,456	7,500	5,000	5,000
Child Safety	13,877	15,000	13,000	13,000
Interest	519	450	800	200
Total	16,852	22,950	18,800	18,200
Expenditures:				
Supplies	17,360	49,000	24,740	15,000
Services and Charges	36,662	15,000	15,000	23,300
Capital*	-	-	-	-
Total	54,022	64,000	39,740	38,300
Revenues Over (Under)				
Expenditures	(37,169)	(41,050)	(20,940)	(20,100)
Beginning Fund Balance	151,514	114,345	114,345	93,405
Ending Fund Balance	114,345	73,295	93,405	73,305

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
Special Revenue Fund Detail - 200

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
GENERAL SPECIAL FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5785 POLICE SEIZED FUNDS	\$7,874	\$16,406	\$2,456	\$7,500	\$5,000	\$5,000
5790 CHILD SAFETY FUND	\$12,763	\$12,885	\$13,877	\$15,000	\$13,000	\$13,000
5800 INTEREST	\$93	\$132	\$519	\$450	\$800	\$200
TOTAL GENERAL SPECIAL FUND REVENUES	\$20,730	\$29,423	\$16,852	\$22,950	\$18,800	\$18,200

**Special Revenue Fund - Police Seizure
200-221**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
PERSONNEL SERVICES	\$0	\$0	\$0	\$0
6103 COMPUTER SUPPLIES	\$0	\$9,000	\$8,140	\$0
6106 MATERIALS AND SUPPLIES	\$0	\$20,000	\$14,600	\$10,000
6119 OTHER SUPPLIES	\$17,360	\$20,000	\$2,000	\$5,000
SUPPLIES	\$17,360	\$49,000	\$24,740	\$15,000
REPAIRS AND MAINTENANCE	\$0	\$0	\$0	\$0
6320 COMPUTER SOFTWARE SERVICES	\$0	\$0	\$0	\$8,300
6329 OTHER SERVICES	\$17,976	\$0	\$0	\$0
SERVICES AND CHARGES	\$17,976	\$0	\$0	\$8,300
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL POLICE SEIZURE FUNDS	\$35,336	\$49,000	\$24,740	\$23,300

**Special Revenue Fund - Child Safety
200-222**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
SUPPLIES	\$0	\$0	\$0	\$0
6350 CHILD SAFETY EDUCATION	\$18,686	\$15,000	\$15,000	\$15,000
SERVICES AND CHARGES	\$18,686	\$15,000	\$15,000	\$15,000
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL CHILD SAFETY FUND	\$18,686	\$15,000	\$15,000	\$15,000

City of Tomball
Housing Trust Fund - 210
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Budget
Revenues:				
Grants	-	-	50,000	-
Interest	-	-	3	-
Total	-	-	50,003	-
Expenditures:				
Supplies	-	-	2,288	-
Services and Charges	-	-	47,712	-
Total	-	-	50,000	-
Revenues Over (Under)				
Expenditures	-	-	3	-
Beginning Fund Balance	-	-	-	3
Ending Fund Balance	-	-	3	3

CITY OF TOMBALL
Housing Trust Fund Detail - 210

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
HOUSING TRUST FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5740 GRANTS	\$0	\$0	\$0	\$0	\$50,000	\$0
5800 INTEREST INCOME	\$0	\$0	\$0	\$0	\$3	\$0
5961 TRANSFERS IN	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL HOUSING TRUST FUND REVENUES	\$0	\$0	\$0	\$0	\$50,003	\$0

**Housing Trust Fund
210-211**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6106 MATERIALS AND PARTS	\$0	\$0	\$2,288	\$0
SUPPLIES	\$0	\$0	\$2,288	\$0
6304 PROFESSIONAL SERVICES-OTHER	\$0	\$0	\$47,712	\$0
SERVICES AND CHARGES	\$0	\$0	\$47,712	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL HOUSING	\$0	\$0	\$50,000	\$0

City of Tomball
Municipal Court Building Security Fund - 220
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Fines and Warrants	12,125	15,000	14,000	14,000
Interest	922	750	1,700	1,200
Total	13,047	15,750	15,700	15,200
Expenditures:				
Supplies	-	56,000	46,660	25,000
Services and Charges	-	56,000	-	-
Total	-	112,000	46,660	25,000
Revenues Over (Under)				
Expenditures	13,047	(96,250)	(30,960)	(9,800)
Beginning Fund Balance	241,707	254,754	254,754	223,794
Ending Fund Balance	254,754	158,504	223,794	213,994

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.

Supplemental Programs	Recurring	Non-Recurring
VMWare Host		\$3,300
INCODE Upgrade		\$5,000

CITY OF TOMBALL
Muni Court Security Fund Detail - Fund 220

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
MUNI COURT- BLDG SECURITY REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5311 MUNICIPAL COURT BLDG-SECURITY	\$18,044	\$14,530	\$12,125	\$15,000	\$14,000	\$14,000
5800 INTEREST INCOME	\$134	\$200	\$922	\$750	\$1,700	\$1,200
5961 TRANSFERS IN	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MUNI COURT- BLDG SECURITY REVENUES	\$18,178	\$14,730	\$13,047	\$15,750	\$15,700	\$15,200

Municipal Court Building Security Fund
220-122

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
PERSONNEL SERVICES	\$0	\$0	\$0	\$0
6119 OTHER SUPPLIES	\$0	\$56,000	\$46,660	\$25,000
SUPPLIES	\$0	\$56,000	\$46,660	\$25,000
SERVICES AND CHARGES	\$0	\$56,000	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL GENERAL-MUNICIPAL COURT	\$0	\$112,000	\$46,660	\$25,000

**City of Tomball
Municipal Court Technology Fund - 230
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet**

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Fines and Warrants	16,167	20,000	16,000	20,000
Interest	911	750	1,300	1,000
Total	17,078	20,750	17,300	21,000
Expenditures:				
Supplies	27,348	61,000	50,798	39,000
Services and Charges	1,500	12,500	13,000	92,400
Total	28,848	73,500	63,798	131,400
Revenues Over (Under) Expenditures	(11,770)	(52,750)	(46,498)	(110,400)
Beginning Fund Balance	282,141	270,371	270,371	223,873
Ending Fund Balance	270,371	217,621	223,873	113,473

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.

Supplemental Programs	Recurring	Non-Recurring
VMWare Host		\$3,300
Latent Print System		\$35,000
Brazos E-Citation System		\$68,000
INCODE Upgrade		\$10,000

CITY OF TOMBALL
Muni Court Technology Fund Detail - 230

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
MUNICIPAL COURT TECH FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5312 COURT TECHNOLOGY FEE	\$24,058	\$19,369	\$16,167	\$20,000	\$16,000	\$20,000
5800 INTEREST INCOME	\$123	\$191	\$911	\$750	\$1,300	\$1,000
TOTAL MUNICIPAL COURT TECH FUND	\$24,181	\$19,560	\$17,078	\$20,750	\$17,300	\$21,000

Municipal Court Technology
230-122

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6101 OFFICE AND COMPUTER SUPPLIES	\$3,000	\$0	\$15,000	\$39,000
6103 COMPUTER SUPPLIES	\$24,348	\$61,000	\$35,798	\$0
SUPPLIES	\$27,348	\$61,000	\$50,798	\$39,000
REPAIRS AND MAINTENANCE	\$0	\$0	\$0	\$0
6320 COMPUTER SOFTWARE	\$1,500	\$12,500	\$13,000	\$92,400
SERVICES AND CHARGES	\$1,500	\$12,500	\$13,000	\$92,400
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
TOTAL GENERAL-MUNICIPAL COURT	\$28,848	\$73,500	\$63,798	\$131,400

Hotel Occupancy Tax - Marketing and Tourism Department

Department Mission

To increase awareness of the City of Tomball as a fun-filled destination for festivals, unique shopping and dining experiences, live music and for spending leisure time. The concept and message, Tomball – Texan for Fun! ® will continue to target potential visitors in both our core and outer markets.

Accomplishments for FY 2017

- Continued producing traffic building, award winning city-signature festivals:
 - July 4th Celebration and Street Party
 - Rails & Tails Mudbug Festival
 - Beetles, Brew & Barbecue
 - Honky Tonk Chili Challenge
 - Tomball Bluegrass Festival
 - Tomball Texas Music Festival
 - Memorial Day Weekend Chili Challenge
 - Paces4Pink
 - Zomball in Tomball
 - And, more . . .
- Expanded the scope of the existing 2nd Saturday at the Depot event
- Continued to expand the scope of the existing July 4th Celebration
- Increased the number of participants in the annual 5K Bunny Run
- Expanded the tourism themed branding message, “Tomball, Texan for Fun!” ®
- Continued sponsorship agreements with partners such as Allied Siding & Window and add new partners to the program
- Continued using city mascots Rusty Rails and Dusty Trails to promote the Tomball brand both locally and across the State

- Continued to expand our award winning Social Media program that currently includes a presence on:

Facebook

Youtube

Flickr

- Expanded the photo library of tourist-oriented images for use in marketing the City
- Continued generating a “buzz” about Tomball through local, regional and statewide media outlets
- Created new merchandise for our on-line storefront at Cafepress.com for the sale of logoed and branded merchandise
- Continued our membership in Texas tourism industry associations for the purpose of promotion, education and networking:

Texas Festivals & Events Association (TFEA)

Texas Travel Industry Association (TTIA)

Beyond Houston/Houston First

- Continued to work closely with, and develop new relationships with, organizations such as:

Tomball Sister City Organization/German Heritage Festival

Greater Tomball Area Chamber of Commerce

Spring Creek Historical District

Local merchants and business organizations

Tomball Lions Club and Rotary Club

TISD through Career Day presentations, use of students as event volunteers and more

- Continued as a seminar presenter and speaker re: marketing-related and community topics for groups such as:

Texas Festival & Events Association (TFEA)

Texas Travel Industry Association (TTIA)

Texas Recreational Vehicle Association (TRVA)

Willowbrook Rotary Club

Network Tomball

- Created an event policy with fee structure for non-City staged festivals
- Expanded our marketing/advertising reach outside of metro Houston
- Received 13 first place, seven second place, and six third place marketing awards from the Texas Festivals & Events Association

Goals for FY 2018

- Expand on accomplishments from 2017
- Become more active in local, regional and statewide tourism organizations
- Continue positioning Tomball as a fun destination at the statewide level through social media, active participation, and traditional marketing efforts
- Create a Tomball, Texan for Fun! ® blog on the Internet featuring attractions, personalities and more
- Continue to build a more solid volunteer group of both adults and students to help with our growing festivals
- Expand an educational program involving Rusty Rails and his exploits as a Tomball-based railroad man, i.e. coloring book
- Continue using a variety of new grassroots 'Guerilla' marketing techniques to expand our existing program
- Evaluate existing festivals and create new festivals where necessary
- Add new elements to our established festivals in order to expand their appeal to a wider audience
- Increase overall festival attendance by a minimum of 5% (Most events grew in size in 2017)
- Expand our activity in Social Media through the increased use of sites at:

Twitter

Pinterest

Instagram

- Develop event partnerships (sponsorships) with a minimum of three new partners
- Continue to support local festivals such as the Empty Glass Wine Festival and Tomball Pregnancy Center 5K Run
- Search for ways to become involved in high profile events such as the Houston Art Car Parade
- Expand our vendor fee program and create event themed merchandise as a profit center
- Expand our presence on the Internet at sites such as TourTexas.com, Houston Family, VisitHouston.com, TripAdvisor.com, and others
- Create and the manage distribution of a tourism-oriented brochure
- To create a new holiday program involving the decoration of Depot Plaza and weekend evening entertainment
- Continue to participate in trade/vacation shows locally in the outer market
- Take part in fam trips to TXdot travel information centers across the state
- Expand our marketing and advertising reach farther into the State of Texas
- Continue adding new attractions to our inventory, i.e. the T&W Model Railway at the depot
- Create a video library of high definition “B” roll for media and marketing

Objectives for FY 2018

- To reinforce the image of Tomball as a destination for family fun through our festivals, attractions and overall offerings to visitors from our local and outer markets
- To create an environment where more local businesses can become involved in our marketing programs through partnerships and other vehicles
- To elevate Tomball within the industry as a city that takes tourism seriously and in a professional manner for the benefit of itself and the State of Texas

City of Tomball
Hotel Occupancy Tax Fund - 240
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Occupancy Tax	565,768	625,000	450,000	525,000
Miscellaneous Income	6,591	20,000	15,000	15,000
Event Revenue	500	500	4,000	2,500
Interest	1,574	750	3,000	1,500
Transfers In	20,000	20,000	20,000	20,000
Total	594,433	666,250	492,000	564,000
Expenditures:				
Grants	213,581	234,000	205,500	223,000
Second Saturday Events	65,544	107,992	102,917	107,442
Tourism	219,116	366,439	317,081	386,160
Transfer to Employee Benefits Trust Fund	17,288	19,794	19,794	20,224
Total	515,529	728,225	645,292	736,826
Revenues Over (Under)				
Expenditures	78,905	(61,945)	(153,292)	(172,826)
Beginning Fund Balance	443,973	522,877	522,877	369,585
Ending Fund Balance	522,877	460,932	369,585	196,757

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
Hotel Occupancy Tax Fund Detail - 240

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
HOTEL OCCUPANCY TAX REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5180 HOTEL OCCUPANCY TAX	\$512,585	\$471,693	\$565,768	\$625,000	\$450,000	\$525,000
5550 MISCELLANEOUS INCOME	\$17,993	\$25,411	\$6,595	\$20,000	\$15,000	\$15,000
5555 EVENT SPONSORSHIP REVENUE	\$0	\$500	\$500	\$500	\$4,000	\$2,500
5800 INTEREST INCOME	\$187	\$315	\$1,574	\$750	\$3,000	\$1,500
5910 TRANSFER FROM GENERAL FUND	\$10,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
TOTAL HOTEL OCCUPANCY TAX REVENUES	\$540,765	\$517,919	\$594,437	\$666,250	\$492,000	\$564,000

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND
240 - HOT

DEPARTMENT
240 - Hotel Occupancy

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	-	-	-	-
Supplies	\$790	\$1,000	-	-
Maintenance	-	-	-	-
Services and charges	\$212,792	\$233,000	\$205,500	\$223,000
Total Operating Expenditures	\$213,582	\$234,000	\$205,500	\$223,000
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$213,582	\$234,000	\$205,500	\$223,000

Supplemental Programs	Recurring	Non-Recur.
None		

**Hotel Occupancy Tax
240-240**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
PERSONNEL SERVICES	\$0	\$0	\$0	\$0
6101 OFFICE AND COMPUTER SUPPLIES	\$790	\$1,000	\$0	\$0
SUPPLIES	\$790	\$1,000	\$0	\$0
6301 PROF.SERV.-AUDIT AND ACCTNG.	\$4,150	\$3,000	\$3,000	\$3,000
6351 TOMBALL CHAMBER OF COMMERCE	\$35,000	\$35,000	\$35,000	\$35,000
6356 TOMBALL SISTER CITY ORG.	\$143,642	\$125,000	\$125,000	\$125,000
6359 GRANTS	\$30,000	\$70,000	\$42,500	\$60,000
SERVICES AND CHARGES	\$212,792	\$233,000	\$205,500	\$223,000
TOTAL HOTEL OCCUPANCY TAX	\$213,582	\$234,000	\$205,500	\$223,000

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND
240 - HOT

DEPARTMENT
241 - 2nd Saturday

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$43,560	\$59,474	\$59,399	\$61,524
Supplies	\$7,567	\$12,600	\$12,600	\$13,000
Maintenance	-	-	-	-
Services and charges	\$14,420	\$35,918	\$30,918	\$32,918
Total Operating Expenditures	\$65,547	\$107,992	\$102,917	\$107,442
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	\$8,415	\$9,857	\$9,857	\$10,112
Total Expenditures	\$73,962	\$117,849	\$112,774	\$117,554

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Community Events Coordinator	1	1	1
Total	1	1	1

Hotel Occupancy Tax - 2nd Saturday
240-241

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES- ADMINISTRATIVE	\$31,913	\$47,486	\$44,925	\$48,911
6009 WAGES-OTHER	\$1,751	\$0	\$1,278	\$0
6011 VACATION PAY	\$1,482	\$0	\$1,278	\$0
6012 SICK PAY	\$0	\$731	\$731	\$752
6013 EMERGENCY PAY	\$135	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$75	\$135	\$135	\$195
6021 FICA-S.S. AND MEDICARE TAXES	\$2,851	\$3,943	\$3,886	\$4,303
6022 TMRS RETIREMENT-EMPLOYER	\$5,221	\$7,061	\$7,066	\$7,245
6025 WORKERS COMPENSATION INSURANCE	\$132	\$118	\$100	\$118
PERSONNEL SERVICES	\$43,560	\$59,474	\$59,399	\$61,524
6101 OFFICE SUPPLIES	\$565	\$2,000	\$2,000	\$2,000
6105 FOOD SUPPLIES	\$954	\$1,100	\$1,100	\$1,500
6119 OTHER SUPPLIES	\$6,048	\$8,500	\$8,500	\$8,500
6130 FURNITURE <\$20,000	\$0	\$1,000	\$1,000	\$1,000
SUPPLIES	\$7,567	\$12,600	\$12,600	\$13,000
REPAIRS AND MAINTENANCE	\$0	\$0	\$0	\$0
6304 PROFESSIONAL SERVICES, OTHER	\$800	\$5,000	\$5,000	\$5,500
6312 COMMUNICATION SERVICES	\$768	\$768	\$768	\$768
6327 GARBAGE SERVICES	\$0	\$750	\$750	\$750
6329 OTHER SERVICES	\$5,272	\$10,000	\$6,500	\$6,500
6334 AUTOMOBILE ALLOWANCE	\$2,400	\$2,400	\$2,400	\$2,400
6335 ADVERTISING COST	\$1,163	\$7,500	\$6,500	\$7,500
6336 EQUIPMENT RENTALS	\$984	\$2,500	\$2,000	\$2,500
6358 OTHER TOURISM EXPENDITURE	\$3,033	\$7,000	\$7,000	\$7,000
SERVICES AND CHARGES	\$14,420	\$35,918	\$30,918	\$32,918
6692 TRANSFER TO EMP. BEN. TRUST	\$8,415	\$9,857	\$9,857	\$10,112
TRANSFERS	\$8,415	\$9,857	\$9,857	\$10,112
TOTAL 2ND SATURDAY EVENTS	\$73,962	\$117,849	\$112,774	\$117,554

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND
240 - HOT

DEPARTMENT
243 - Visitors/Convention Center

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$101,300	\$116,938	\$116,980	\$122,392
Supplies	\$5,520	\$13,400	\$12,000	\$13,400
Maintenance	-	-	-	-
Services and charges	\$112,296	\$236,101	\$188,101	\$250,368
Total Operating Expenditures	\$219,116	\$366,439	\$317,081	\$386,160
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	\$8,873	\$9,937	\$9,937	\$10,112
Total Expenditures	\$227,989	\$376,376	\$327,018	\$396,272

Supplemental Programs	Recurring	Non-Recur.
VMWare host		\$3,300
Advertising Cost/Video Equipment		\$8,500
INCODE Upgrade		\$5,000

Staffing	FY2016	FY2017	FY2018
Director	1	1	1
Part Time Administrative Assistant	-	0.5	0.5
Total	1	1.5	1.5

Hotel Occupancy Tax - Visitors/Convention Center
240-243

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES- ADMINISTRATIVE	\$76,453	\$84,111	\$78,618	\$86,639
6004 WAGES- PART TIME	\$0	\$10,400	\$10,400	\$10,712
6009 WAGES-OTHER	\$2,775	\$0	\$1,618	\$0
6011 VACATION PAY	\$1,233	\$0	\$3,882	\$0
6012 SICK PAY	\$1,542	\$1,294	\$1,294	\$1,333
6019 MISCELLANEOUS PAY	\$280	\$340	\$340	\$400
6021 FICA-S.S. AND MEDICARE TAXES	\$6,787	\$7,919	\$7,901	\$8,580
6022 TMRS-EMPLOYER	\$12,098	\$12,756	\$12,777	\$14,550
6025 WORKER COMPENSATION INS.	\$132	\$118	\$150	\$178
PERSONNEL SERVICES	\$101,300	\$116,938	\$116,980	\$122,392
6101 OFFICE AND COMPUTER SUPPLIES	\$896	\$4,700	\$4,700	\$4,700
6105 FOOD SUPPLIES	\$300	\$1,000	\$800	\$1,000
6106 MATERIALS AND PARTS	\$458	\$0	\$0	\$0
6107 CLOTHING AND UNIFORMS	\$533	\$1,700	\$1,500	\$1,700
6109 POSTAGE	\$96	\$0	\$0	\$0
6119 OTHER SUPPLIES	\$3,236	\$6,000	\$5,000	\$6,000
SUPPLIES	\$5,520	\$13,400	\$12,000	\$13,400
6304 PROFESSIONAL SERVICES, OTHER	\$40,340	\$60,000	\$42,000	\$60,000
6312 COMMUNICATION SERVICES	\$873	\$768	\$768	\$768
6327 GARBAGE SERVICES	\$944	\$3,500	\$3,500	\$3,500
6329 OTHER SERVICES	\$4,120	\$17,533	\$17,533	\$25,800
6332 TRAVEL AND MEALS	\$3,477	\$3,500	\$3,500	\$4,000
6333 DUES AND SUBSCRIPTIONS	\$6,340	\$8,000	\$8,000	\$8,000
6334 AUTOMOBILE ALLOWANCE	\$4,800	\$4,800	\$4,800	\$4,800
6335 ADVERTISING COST	\$36,953	\$70,000	\$60,000	\$82,500
6336 EQUIPMENT RENTALS	\$10,060	\$60,000	\$34,000	\$50,000
6337 TRAINING	\$650	\$3,000	\$3,000	\$3,000
6358 OTHER TOURISM EXPENDITURES	\$3,739	\$5,000	\$11,000	\$8,000
SERVICES AND CHARGES	\$112,296	\$236,101	\$188,101	\$250,368
6692 TRANSFER TO EMP. BEN. TRUST	\$8,873	\$9,937	\$9,937	\$10,112
TRANSFERS	\$8,873	\$9,937	\$9,937	\$10,112
TOTAL VISITORS/CONVENTION CNTR	\$227,989	\$376,376	\$327,018	\$396,272

**City of Tomball
Red Light Camera Program Fund - 250
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet**

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Fines and Warrants	327,428	275,150	275,150	275,150
Interest	1,414	1,500	2,600	2,000
Other Grants	-	-	-	-
Total	328,842	276,650	277,750	277,150
Expenditures:				
Personnel Costs	15,261	68,174	53,925	58,692
Supplies	102,545	50,000	25,000	40,000
Maintenance	9,261	7,600	19,500	10,000
Services and Charges	10,227	7,000	16,100	16,500
Transfer to Veh. Repl. Fund	20,000	20,000	20,000	20,000
Transfer to Capital Projects Fund	-	323,541	323,541	310,000
Total	157,294	476,315	458,066	455,192
Revenues Over (Under) Expenditures	171,549	(199,665)	(180,316)	(178,042)
Beginning Fund Balance	364,393	535,941	535,941	355,625
Ending Fund Balance	535,941	336,276	355,625	177,583

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.

Supplemental Programs	Recurring	Non-Recurring
Sidewalks		\$310,000

CITY OF TOMBALL
Red Light Camera Fund Detail - 250

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
RED LIGHT CAMERA PROGRAM REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5300 MUNICIPAL COURT FINES	\$181,453	\$299,635	\$327,428	\$275,000	\$275,000	\$275,000
5310 COURT COSTS/ADM.FEES	\$55	\$50	\$0	\$150	\$150	\$150
5800 INTEREST INCOME	\$268	\$191	\$1,414	\$1,500	\$2,600	\$2,000
TOTAL RED LIGHT CAMERA PROGRAM REVENUES	\$181,776	\$299,876	\$328,842	\$276,650	\$277,750	\$277,150

Red Light Camera Fund
250-121

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6004 WAGES-PART TIME	\$12,264	\$44,979	\$26,383	\$35,720
6005 WAGES-OVERTIME	\$247	\$15,000	\$20,000	\$15,450
6021 FICA-S.S. AND MEDICARE TAXES	\$957	\$4,588	\$3,548	\$3,915
6022 TMRS-EMPLOYER	\$0	\$2,000	\$2,754	\$2,000
6025 WORKERS COMPENSATION	\$1,793	\$1,607	\$1,240	\$1,607
PERSONNEL SERVICES	\$15,261	\$68,174	\$53,925	\$58,692
6106 MATERIALS AND PARTS	\$69,487	\$25,000	\$20,000	\$25,000
6107 CLOTHING AND UNIFORMS	\$0	\$5,000	\$5,000	\$5,000
6119 OTHER SUPPLIES	\$33,058	\$20,000	\$0	\$10,000
SUPPLIES	\$102,545	\$50,000	\$25,000	\$40,000
6205 VEHICLE MAINTENANCE	\$9,261	\$7,600	\$19,500	\$10,000
REPAIRS AND MAINTENANCE	\$9,261	\$7,600	\$19,500	\$10,000
6303 PROF. SERV. - LEGAL	\$4,739	\$1,000	\$100	\$500
6304 PROFESSIONAL SERVICES, OTHER	\$920	\$0	\$1,000	\$1,000
6320 COMPUTER SOFTWARE SERVICE	\$0	\$1,000	\$0	\$0
6330 INSURANCE	\$4,248	\$5,000	\$5,000	\$5,000
6337 TRAINING	\$320	\$0	\$10,000	\$10,000
SERVICES AND CHARGES	\$10,227	\$7,000	\$16,100	\$16,500
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
6998 TRANSFER TO FLEET REPLACEMENT	\$20,000	\$20,000	\$20,000	\$20,000
6999 TRANSFER TO CAPITAL PROJ. FUND	\$0	\$323,541	\$323,541	\$310,000
TRANSFERS	\$20,000	\$343,541	\$343,541	\$330,000
TOTAL GENERAL-POLICE DEPARTMENT	\$157,294	\$476,315	\$458,066	\$455,192

City of Tomball
Tomball Fun Run Fund - 290
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Event Revenue	20,233	17,000	21,000	17,000
Interest	2	5	3	3
Total	20,235	17,005	21,003	17,003
Expenditures:				
Supplies	11,225	9,000	9,200	9,200
Services and Charges	10,413	11,500	15,250	14,000
Total	21,638	20,500	24,450	23,200
Revenues Over (Under)				
Expenditures	(1,403)	(3,495)	(3,447)	(6,197)
Beginning Fund Balance	15,546	14,143	14,143	10,696
Ending Fund Balance	14,143	10,648	10,696	4,499

CITY OF TOMBALL
Fun Run Fund Detail - 290

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
TOMBALL "FUN RUNS" REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5555 EVENT SPONSORSHIP REVENUE	\$12,000	\$7,550	\$8,725	\$5,000	\$5,000	\$5,000
5556 EVENT REGISTRATION FEE	\$14,010	\$10,907	\$11,508	\$12,000	\$16,000	\$12,000
5800 INTEREST INCOME	\$2	\$2	\$2	\$5	\$3	\$3
TOTAL TOMBALL "FUN RUNS" REVENUES	\$26,012	\$18,459	\$20,235	\$17,005	\$21,003	\$17,003

**Tomball Fun Run
290-290**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6101 OFFICE SUPPLIES	\$0	\$0	\$200	\$200
6119 OTHER SUPPLIES	\$11,225	\$9,000	\$9,000	\$9,000
SUPPLIES	\$11,225	\$9,000	\$9,200	\$9,200
6304 PROFESSIONAL SERVICES-OTHER	\$555	\$500	\$685	\$500
6329 OTHER SERVICES	\$8,469	\$8,500	\$8,865	\$8,500
6335 ADVERTISING COST	\$1,389	\$2,500	\$5,700	\$5,000
SERVICES AND CHARGES	\$10,413	\$11,500	\$15,250	\$14,000
TOTAL FUN RUNS	\$21,638	\$20,500	\$24,450	\$23,200

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 \$2,943,250 toward bond principal on its outstanding tax supported debt as well as \$1,399,017 in interest. Projected ending fund balance for FY 2017 of \$4,158,396 represents 89% of FY 2018 principal and interest payments on debt. Total debt service payments including fiscal charges for FY 2018 are budgeted at \$4,779,880. The projected ending fund balance for FY 2018 is \$ 4,039,433.

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 2017.

Total outstanding general obligation debt	\$44,712,519
Less self-supporting debt from the Enterprise Fund	<u>2,832,500</u>
NET OUTSTANDING GENERAL OBLIGATION DEBT	<u><u>\$41,880,019</u></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
Debt Service Fund - 300
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY2016 Actual	FY2017 Budget	FY2017 Projection	FY2018 Budget
Revenues:				
Current taxes	\$ 3,741,118	\$ 3,650,000	\$ 4,000,000	\$ 4,025,000
Delinquent taxes	50,601	20,000	55,000	50,000
Penalty and interest	27,267	15,000	27,500	28,500
Interest	13,855	7,000	34,600	23,800
TEDC Contributions	528,013	730,913	530,913	533,613
Total Revenues	4,360,854	4,422,913	4,648,013	4,660,913
Expenditures:				
Principal	2,216,750	2,943,250	3,048,250	3,249,250
Interest	811,986	1,399,017	1,694,006	1,443,284
Lease Payment- Fire Truck	68,858	71,123	71,123	73,463
Fees	10,163	9,783	11,035	13,883
Total Expenditures	3,107,757	4,423,173	4,824,414	4,779,880
Other Sources/(Uses):				
Revenues Over/(Under) Expenditures	1,253,094	(260)	(176,401)	(118,967)
Beginning Fund Balance	3,081,703	4,334,797	4,334,797	4,158,396
Ending Fund Balance	\$ 4,334,797	\$ 4,334,537	\$ 4,158,396	\$ 4,039,433
Ending FB as a % of Debt Service Requirement	139%	98%	86%	85%

CITY OF TOMBALL
Debt Service Fund Detail - 300

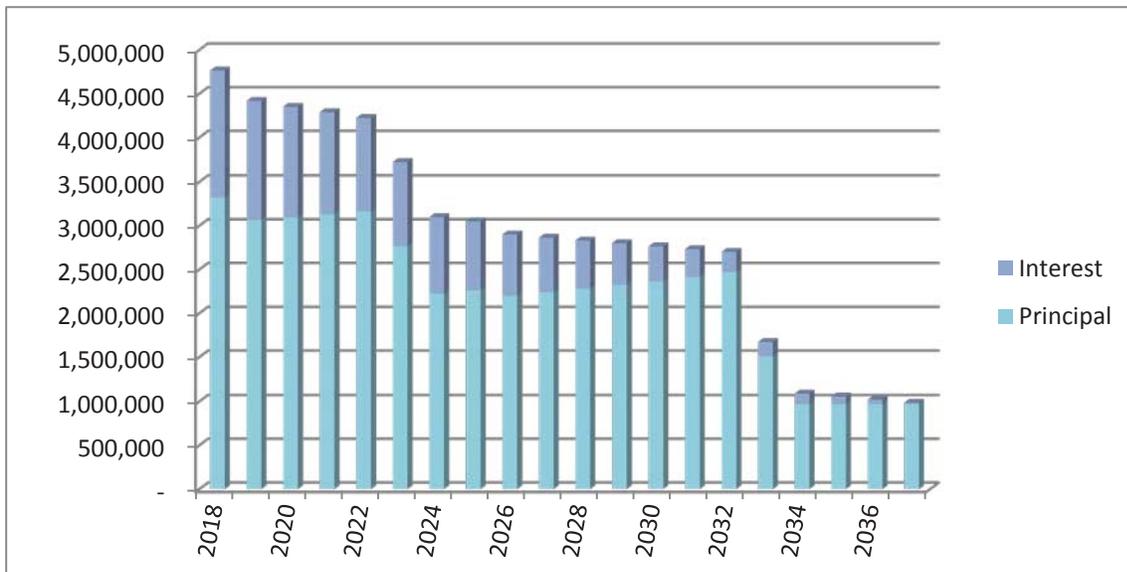
	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
DEBT SERVICE FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5110 CURRENT TAXES	\$3,328,716	\$3,470,335	\$3,741,118	\$3,650,000	\$4,000,000	\$4,025,000
5120 DELINQUENT TAXES	\$20,436	\$30,147	\$50,601	\$20,000	\$55,000	\$50,000
5130 PENALTY, INTEREST, ATTY FEES	\$22,130	\$25,497	\$27,267	\$15,000	\$27,500	\$28,500
5770 TEDC CONTRIBUTIONS	\$534,816	\$524,913	\$528,013	\$730,913	\$530,913	\$533,613
5800 INTEREST INCOME	\$1,334	\$2,402	\$14,350	\$7,000	\$34,600	\$23,800
5801 UNREALIZED GAIN ON INVESTMENTS	\$0	\$0	(\$495)	\$0	\$0	\$0
TOTAL DEBT SERVICE FUND REVENUES	\$3,907,432	\$4,053,294	\$4,360,854	\$4,422,913	\$4,648,013	\$4,660,913

**Debt Service Fund
300-300**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
SERVICES AND CHARGES	\$0	\$0	\$0	\$0
TRANSFERS	\$0	\$0	\$0	\$0
6901 INTEREST-BONDS	\$811,986	\$1,399,017	\$1,694,006	\$1,443,284
6906 BOND FEES AND COST	\$10,163	\$9,783	\$11,035	\$13,883
6911 PRINCIPAL-BONDS	\$2,216,750	\$2,943,250	\$3,048,250	\$3,249,250
6915 CAPITAL LEASE PAYMENTS	\$68,858	\$71,123	\$71,123	\$73,463
DEBT	\$3,107,757	\$4,423,173	\$4,824,414	\$4,779,880
TOTAL DEBT SERVICE	\$3,107,757	\$4,423,173	\$4,824,414	\$4,779,880

**City of Tomball
Debt Service Fund
Consolidated Debt Payment Schedule
2017-2018 Annual Budget**

Fiscal Year	Principal	Interest	Total
2018	3,322,713	1,443,281	4,765,994
2019	3,066,130	1,352,129	4,418,259
2020	3,094,626	1,256,365	4,350,991
2021	3,127,705	1,161,571	4,289,276
2022	3,163,618	1,060,307	4,223,925
2023	2,766,370	961,481	3,727,851
2024	2,224,211	874,142	3,098,353
2025	2,262,146	788,682	3,050,828
2026	2,200,000	700,775	2,900,775
2027	2,240,000	622,975	2,862,975
2028	2,280,000	551,425	2,831,425
2029	2,325,000	476,775	2,801,775
2030	2,365,000	399,406	2,764,406
2031	2,415,000	317,959	2,732,959
2032	2,470,000	232,122	2,702,122
2033	1,510,000	163,300	1,673,300
2034	970,000	121,250	1,091,250
2035	970,000	87,300	1,057,300
2036	970,000	52,744	1,022,744
2037	970,000	17,581	987,581
Total	\$ 44,712,519	\$ 12,641,569	\$ 57,354,088



City of Tomball
 Combination Tax and Revenue Certificates of Obligation, Series 2010, Refunding Bonds
 Purpose- Street Improvements
 \$2,120,000 - Tax Supported
 Issue Date: August 15, 2010

Fiscal Year	Payment Date	Principal	Coupon	Interest	Total P & I	Fiscal Year Total
2018	2/15/2018	285,000	2.200%	3,135	288,135	288,135
Total		\$ 285,000		\$ 3,135	\$ 288,135	\$ 288,135

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	Payment Date	Principal	Coupon	Interest	Total P & I	Fiscal Year Total
2018	2/15/2018	479,250	3.000%	41,603	520,853	
	8/15/2018			34,414	34,414	555,266
2019	2/15/2019	470,250	3.000%	34,414	504,664	
	8/15/2019			27,360	27,360	532,024
2020	2/15/2020	461,250	4.000%	27,360	488,610	
	8/15/2020			18,135	18,135	506,745
2021	2/15/2021	456,750	4.000%	18,135	474,885	
	8/15/2021			9,000	9,000	483,885
2022	2/15/2022	450,000	4.000%	9,000	459,000	459,000
Total		\$ 2,317,500		\$ 219,420	\$ 2,536,920	\$ 2,536,920

City of Tomball
Combination Tax & Revenue 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	Payment Date	Principal	Coupon	Interest	Total P & I	Fiscal Year Total
2018	2/15/2018	620,000	3.000%	205,619	825,619	1,021,938
	8/15/2018			196,319	196,319	
2019	2/15/2019	635,000	3.000%	196,319	831,319	1,018,113
	8/15/2019			186,794	186,794	
2020	2/15/2020	650,000	3.000%	186,794	836,794	1,013,838
	8/15/2020			177,044	177,044	
2021	2/15/2021	670,000	3.000%	177,044	847,044	1,014,038
	8/15/2021			166,994	166,994	
2022	2/15/2022	690,000	3.000%	166,994	856,994	1,013,638
	8/15/2022			156,644	156,644	
2023	2/15/2023	710,000	3.000%	156,644	866,644	1,012,638
	8/15/2023			145,994	145,994	
2024	2/15/2024	730,000	3.250%	145,994	875,994	1,010,125
	8/15/2024			134,131	134,131	
2025	2/15/2025	755,000	3.500%	134,131	889,131	1,010,050
	8/15/2025			120,919	120,919	
2026	2/15/2026	780,000	3.625%	120,919	900,919	1,007,700
	8/15/2026			106,781	106,781	
2027	2/15/2027	810,000	3.750%	106,781	916,781	1,008,375
	8/15/2027			91,594	91,594	
2028	2/15/2028	840,000	4.000%	91,594	931,594	1,006,388
	8/15/2028			74,794	74,794	
2029	2/15/2029	870,000	4.000%	74,794	944,794	1,002,188
	8/15/2029			57,394	57,394	
2030	2/15/2030	900,000	4.000%	57,394	957,394	996,788
	8/15/2030			39,394	39,394	
2031	2/15/2031	935,000	4.125%	39,394	974,394	994,503
	8/15/2031			20,109	20,109	
2032	2/15/2032	975,000	4.125%	20,109	995,109	995,109
Total		\$ 11,570,000		\$ 3,555,425	\$ 15,125,425	\$ 15,125,425

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	Payment Date	Principal	Coupon	Interest	Total P & I	Fiscal Year
						Total
2018	2/15/2018	520,000	1.250%	22,414	542,414	
	8/15/2018			19,164	19,164	561,578
2019	2/15/2019	530,000	1.050%	19,164	549,164	
	8/15/2019			16,381	16,381	565,545
2020	2/15/2020	545,000	1.250%	16,381	561,381	
	8/15/2020			12,975	12,975	574,356
2021	2/15/2021	550,000	1.400%	12,975	562,975	
	8/15/2021			9,125	9,125	572,100
2022	2/15/2022	560,000	1.550%	9,125	569,125	
	8/15/2022			4,785	4,785	573,910
2023	2/15/2023	580,000	1.650%	4,785	584,785	584,785
Total		\$ 3,285,000		\$ 147,274	\$ 3,432,274	\$ 3,432,274

*Tax supported 100% 2015 to 2023

City of Tomball
Combination Tax & Revenue 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	Payment Date	Principal	Coupon	Interest	Total P & I	Fiscal Year Total
2018	2/15/2018	370,000	2.000%	83,656	453,656	533,613
	8/15/2018			79,956	79,956	
2019	2/15/2019	380,000	2.000%	79,956	459,956	536,113
	8/15/2019			76,156	76,156	
2020	2/15/2020	385,000	2.000%	76,156	461,156	533,463
	8/15/2020			72,306	72,306	
2021	2/15/2021	395,000	2.000%	72,306	467,306	535,663
	8/15/2021			68,356	68,356	
2022	2/15/2022	405,000	2.000%	68,356	473,356	537,663
	8/15/2022			64,306	64,306	
2023	2/15/2023	415,000	2.000%	64,306	479,306	539,463
	8/15/2023			60,156	60,156	
2024	2/15/2024	430,000	2.000%	60,156	490,156	546,013
	8/15/2024			55,856	55,856	
2025	2/15/2025	440,000	2.000%	55,856	495,856	547,313
	8/15/2025			51,456	51,456	
2026	2/15/2026	450,000	2.000%	51,456	501,456	548,413
	8/15/2026			46,956	46,956	
2027	2/15/2027	460,000	2.250%	46,956	506,956	548,738
	8/15/2027			41,781	41,781	
2028	2/15/2028	470,000	2.250%	41,781	511,781	548,275
	8/15/2028			36,494	36,494	
2029	2/15/2029	485,000	2.500%	36,494	521,494	551,925
	8/15/2029			30,431	30,431	
2030	2/15/2030	495,000	2.750%	30,431	525,431	549,056
	8/15/2030			23,625	23,625	
2031	2/15/2031	510,000	3.000%	23,625	533,625	549,600
	8/15/2031			15,975	15,975	
2032	2/15/2032	525,000	3.000%	15,975	540,975	549,075
	8/15/2032			8,100	8,100	
2033	2/15/2033	540,000	3.000%	8,100	548,100	548,100
Total		\$ 7,155,000		\$ 1,547,481	\$ 8,702,481	\$ 8,702,481

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

Fiscal Year	Payment Date	Fiscal Year			
		Principal	Interest	Total P & I	Total
2018	10/23/2017	73,463	21,715	95,178	95,178
2019	10/23/2018	75,880	19,298	95,178	95,178
2020	10/23/2019	78,376	16,801	95,177	95,177
2021	10/23/2020	80,955	14,223	95,178	95,178
2022	10/23/2021	83,618	11,559	95,177	95,177
2023	10/23/2022	86,370	8,808	95,178	95,178
2024	10/23/2023	89,211	5,967	95,178	95,178
2025	10/23/2024	92,146	3,032	95,178	95,178
Total		\$ 660,019	\$ 101,403	\$ 761,422	\$ 761,422

City of Tomball
Combination Tax & Revenue Certificates of Obligation, Series 2016
\$20,240,000 - Tax Supported 100%
Issue Date : 12/15/2016
Sale Date: 12/20/16
Projects: Medical Complex Drive Segment 4B; Persimmon Street

Fiscal Year	Payment Date	Principal	Coupon	Interest	Total P & I	Fiscal Year Total
2018	2/15/2018	975,000.00	3.000%	374,956	1,349,956	
	8/15/2018			360,331	360,331	1,710,288
2019	2/15/2019	975,000.00	5.000%	360,331	1,335,331	
	8/15/2019			335,956	335,956	1,671,288
2020	2/15/2020	975,000.00	4.000%	335,956	1,310,956	
	8/15/2020			316,456	316,456	1,627,413
2021	2/15/2021	975,000.00	4.000%	316,456	1,291,456	
	8/15/2021			296,956	296,956	1,588,413
2022	2/15/2022	975,000.00	5.000%	296,956	1,271,956	
	8/15/2022			272,581	272,581	1,544,538
2023	2/15/2023	975,000.00	5.000%	272,581	1,247,581	
	8/15/2023			248,206	248,206	1,495,788
2024	2/15/2024	975,000.00	5.000%	248,206	1,223,206	
	8/15/2024			223,831	223,831	1,447,038
2025	2/15/2025	975,000.00	5.000%	223,831	1,198,831	
	8/15/2025			199,456	199,456	1,398,288
2026	2/15/2026	970,000.00	5.000%	199,456	1,169,456	
	8/15/2026			175,206	175,206	1,344,663
2027	2/15/2027	970,000.00	3.000%	175,206	1,145,206	
	8/15/2027			160,656	160,656	1,305,863
2028	2/15/2028	970,000.00	3.000%	160,656	1,130,656	
	8/15/2028			146,106	146,106	1,276,763
2029	2/15/2029	970,000.00	3.000%	146,106	1,116,106	
	8/15/2029			131,556	131,556	1,247,663
2030	2/15/2030	970,000.00	3.000%	131,556	1,101,556	
	8/15/2030			117,006	117,006	1,218,563
2031	2/15/2031	970,000.00	3.125%	117,006	1,087,006	
	8/15/2031			101,850	101,850	1,188,856
2032	2/15/2032	970,000.00	3.250%	101,850	1,071,850	
	8/15/2032			86,088	86,088	1,157,938
2033	2/15/2033	970,000.00	3.500%	86,088	1,056,088	
	8/15/2033			69,113	69,113	1,125,200
2034	2/15/2034	970,000.00	3.500%	69,113	1,039,113	
	8/15/2034			52,138	52,138	1,091,250
2035	2/15/2035	970,000.00	3.500%	52,138	1,022,138	
	8/15/2035			35,163	35,163	1,057,300
2036	2/15/2036	970,000.00	3.625%	35,163	1,005,163	
	8/15/2036			17,581	17,581	1,022,744
2037	2/15/2037	970,000.00	3.625%	17,581	987,581	987,581
Total		\$ 19,440,000		\$ 7,067,431	\$ 26,507,431	\$ 26,507,431

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
Capital Projects Fund - 400
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Transfers from General Fund	1,161,277	1,980,000	1,980,000	1,490,000
Transfers from Enterprise Fund	398,052	1,986,660	2,006,660	55,000
Transfers from Other Sources	-	1,789,524	1,789,524	310,000
Certificates of Obligation	-	20,506,171	21,146,430	-
TEDC Contributions	-	-	-	-
Other Revenue Sources	1,498	626,000	-	625,000
Interest	50,147	40,000	265,000	261,000
Total	\$ 1,610,974	\$ 26,928,355	\$ 27,187,614	\$ 2,741,000
Expenditures:				
Capital Outlay - General Fund	1,431,921	23,682,969	23,057,969	10,675,000
Capital Outlay - Enterprise Fund	-	3,636,660	4,456,660	2,117,232
Debt Service	-	276,450	396,430	-
Total	\$ 1,431,921	\$ 27,596,079	\$ 27,911,059	\$ 12,792,232
Revenues Over (Under) Expenditures	\$ 179,053	\$ (667,724)	\$ (723,445)	\$(10,051,232)
Beginning Fund Balance	\$ 12,281,228	\$ 12,460,281	\$ 12,460,281	\$ 11,736,836
Ending Fund Balance	\$ 12,460,281	\$ 11,792,557	\$ 11,736,836	\$ 1,685,604

CITY OF TOMBALL
Capital Projects Fund Detail - 400

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
GENERAL CAPITAL PROJECTS REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5740 GRANTS	\$0	\$0	\$0	\$625,000	\$0	\$625,000
5770 TEDC CONTRIBUTIONS	\$334,547	\$71,841	\$0	\$0	\$0	\$0
5800 INTEREST INCOME	\$11,648	\$11,424	\$50,147	\$40,000	\$265,000	\$261,000
5801 UNREALIZED GAIN ON INVESTMENTS	\$468	\$0	\$0	\$0	\$0	\$0
5820 DRAINAGE CAPITAL RECOVERY FEES	\$0	\$73,752	\$1,498	\$1,000	\$0	\$0
5900 DEBT PROCEEDS	\$0	\$0	\$0	\$20,506,171	\$20,234,743	\$0
5901 PREMIUM ON BONDS	\$0	\$0	\$0	\$0	\$911,687	\$0
5910 TRANSFER FROM GENERAL FUND	\$575,000	\$1,209,747	\$1,161,277	\$1,980,000	\$1,980,000	\$1,490,000
5911 TRANSFER FROM UTILITY FUND	(\$114,428)	(\$424,208)	\$398,052	\$1,986,660	\$2,006,660	\$55,000
5961 TRANSFERS IN	\$100,000	\$0	\$0	\$1,789,524	\$1,789,524	\$310,000
TOTAL GENERAL CAPITAL PROJECTS REVENUES	\$907,235	\$942,556	\$1,610,974	\$26,928,355	\$27,187,614	\$2,741,000

**Capital Improvement Projects - Parks
400-153**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6409 SYSTEM EXPANSION	\$12,687	\$1,348,594	\$723,594	\$1,405,000
CAPITAL OUTLAY	\$12,687	\$1,348,594	\$723,594	\$1,405,000
TOTAL GENERAL-PARKS	\$12,687	\$1,348,594	\$723,594	\$1,405,000

**Capital Improvement Projects - Streets
400-154**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
SERVICES AND CHARGES	\$0	\$0	\$0	\$0
6409 SYSTEM EXPANSION	\$1,419,234	\$22,334,375	\$22,334,375	\$9,270,000
CAPITAL OUTLAY	\$1,419,234	\$22,334,375	\$22,334,375	\$9,270,000
TOTAL GENERAL-STREETS	\$1,419,234	\$22,334,375	\$22,334,375	\$9,270,000

**Capital Improvement Projects - Water
400-613**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
SERVICES AND CHARGES	\$0	\$0	\$0	\$0
6409 SYSTEM EXPANSION	\$0	\$0	\$820,000	\$617,232
CAPITAL OUTLAY	\$0	\$0	\$820,000	\$617,232
TOTAL UTILITY-WATER	\$0	\$0	\$820,000	\$617,232

**Capital Improvement Projects - Sewer
400-614**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
SERVICES AND CHARGES	\$0	\$0	\$0	\$0
6409 SYSTEM EXPANSION	\$0	\$3,636,660	\$3,636,660	\$1,500,000
CAPITAL OUTLAY	\$0	\$3,636,660	\$3,636,660	\$1,500,000
TOTAL UTILITY-SEWER	\$0	\$3,636,660	\$3,636,660	\$1,500,000

Capital Improvement Projects - Gas
400-615

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
SERVICES AND CHARGES	\$0	\$0	\$0	\$0
6409 SYSTEM EXPANSION	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TOTAL UTILITY-GAS	\$0	\$0	\$0	\$0

**Capital Projects - Debt Service
400-300**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6906 BOND FEES AND COST	\$0	\$276,450	\$396,430	\$0
DEBT	\$0	\$276,450	\$396,430	\$0
TOTAL DEBT SERVICE	\$0	\$276,450	\$396,430	\$0

City of Tomball
Capital Projects Fund - Business Park - 460
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Interest	16,558	5,000	12,000	6,000
Total	\$ 16,558	\$ 5,000	\$ 12,000	\$ 6,000
Expenditures:				
Capital Outlay	5,636,263	-	200,000	-
Total	\$ 5,636,263	\$ -	\$ 200,000	\$ -
Revenues Over (Under) Expenditures	\$ (5,619,705)	\$ 5,000	\$ (188,000)	\$ 6,000
Beginning Fund Balance	\$ 6,655,120	\$ 1,035,415	\$ 1,035,415	\$ 847,415
Ending Fund Balance	\$ 1,035,415	\$ 1,040,415	\$ 847,415	\$ 853,415

CITY OF TOMBALL
Business Park Fund Detail - 460

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
BUSINESS PARK REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5800 INTEREST INCOME	\$5,335	\$7,951	\$16,558	\$5,000	\$12,000	\$6,000
5900 DEBT PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0
5901 PREMIUM ON BONDS	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL BUSINESS PARK REVENUES	\$5,335	\$7,951	\$16,558	\$5,000	\$12,000	\$6,000

**Tomball Business Park
460-460**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6409 SYSTEM EXPANSION	\$5,636,263	\$0	\$200,000	\$0
CAPITAL OUTLAY	\$5,636,263	\$0	\$200,000	\$0
DEBT	\$0	\$0	\$0	\$0
TOTAL TEDC BUSINESS PARK	\$5,636,263	\$0	\$200,000	\$0

CITY OF TOMBALL
CAPITAL IMPROVEMENT PROJECTS

AS OF: 5/31/2017

PROJECT #	PROJECT NAME	PROJECT DESCRIPTION	DETAIL OF CASH ALLOCATED FOR PROJECT	SUMMARY OF CASH ALLOCATED FOR PROJECT	EXPENSE TO DATE	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. FY2012 GF 400-156-6302 FY2018 GF 400-156-6302 RCL to Proj 75	\$ 12,000.00 \$ (12,000.00)	\$ -	\$ -	\$ -
75	Agg Road Extension (Medical Complex Drive)	Segment 3 of the proposed Medical Complex Corridor commences at SH249 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). FY2012 GF 400-154-6409 FY2013 GF Reprogrammed from 400-154-6409 FY2015 GF 400-154-6409 FY2016 GF 400-154-6409 FY2015 GF 400-156-6302 FY2018 GF 400-156-6302 RCL from Proj 75 FY2012 EF 400-613-6409 FY2014 EF 400-613-6409 FY2015 EF 400-613-6409 FY2012 EF 400-614-6409 FY2014 EF 400-614-6409 FY2012 EF 400-615-6409 FY2011 TEDC GRANT FY2012 TEDC GRANT FY2013 TEDC GRANT FY2014 TEDC GRANT FY2015 TEDC GRANT	\$ 10,451.00 \$ 165,120.00 \$ 340,000.00 \$ 500,000.00 \$ 60,000.00 \$ 12,000.00 \$ 292,500.00 \$ 150,000.00 \$ 100,000.00 \$ 495,000.00 \$ 7,000.00 \$ 360,000.00 \$ 3,000.00 \$ 911,310.05 \$ 389,463.93 \$ 332,030.36 \$ 64,195.66	\$ 2,492,071.00	\$ 2,069,812.40	\$ 422,258.60
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 FY2012 Bonds 400-154-6409 FY2015 Bonds 400-154-6409 Reprogrammed from Proj 180	\$ 3,700,000.00 \$ 266,267.00	\$ 3,966,267.00	\$ 4,338,725.37	\$ (372,458.37)
MEDICAL COMPLEX SEG 3 NET TOTAL						\$ 49,800.23
103	M124 - Willow Creek Tributaries	The M124 basin occupies a major portion of the westerly area of Tomball, out flowing 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 FY2012 GF 400-154-6409 FY2012 GF Reprogrammed from 400-154-6409	\$ 156,718.00 \$ 49,999.83	\$ 206,717.83	\$ 134,798.64	\$ 71,919.19
115	Hufsmith Water and Gas Line Improvement	Project includes 12" water line and 4" gas lines from Rudolph to Snook FY2012 EF 400-613-6409 FY2017 EF 400-613-6409 Propose to reprogram to East Side Water Loop Line Proj 206 FY2012 EF 400-615-6409 FY2017 EF 400-615-6409 Propose to East Side Water Loop Proj 400-613-6409 PROJ 206	\$ 258,943.00 \$ (145,479.41) \$ 254,843.00 \$ (69,718.20)	\$ 298,588.39	\$ 298,588.39	\$ -
142	24" Sanitary Sewer - E Hufsmith	Provides sanitary sewer improvement along east Hufsmith from J-131 to Snook FY2012 EF 400-614-6304 FY2012 EF 400-614-6409 FY2017 EF 400-614-6304 Propose to reprogram to 400-613-6409 for East Side Loop Project FY2017 EF 400-614-6409 Propose to reprogram to 400-613-6409 for East Side Loop Project	\$ 31,014.00 \$ 89,806.00 \$ (29,014.00) \$ (89,806.00)	\$ 2,000.00	\$ 2,000.00	\$ -
161	Rudolph Road and Utilities	Project includes land acquisition and providing street and utility improvements to current standards as a collector street FY2012 GF 400-154-6409 FY2012 EF 400-613-6409 FY2012 EF 400-614-6409 FY2012 EF reprogrammed from 400-614-6409 FY2013 EF Reprogrammed from 400-614-6409 FY2012 EF 400-615-6409 FY2012 EF Reprogrammed from 400-615-6409	\$ 59,489.00 \$ 46,656.00 \$ 45,617.00 \$ 34,386.89 \$ 2,084.32 \$ 49,481.00 \$ 62,506.80	\$ 300,221.01	\$ 34,952.94	\$ 265,268.07
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 bunds FY2012 Bonds 400-154-6409 FY2015 Bonds 400-154-6409 Reprogrammed from Proj 180	\$ 10,801,101.98 \$ (266,267.00)	\$ 10,534,834.98	\$ 3,115,784.65	\$ 7,419,050.33

CITY OF TOMBALL
CAPITAL IMPROVEMENT PROJECTS

AS OF: 5/31/2017

PROJECT #	PROJECT NAME	PROJECT DESCRIPTION	DETAIL OF CASH ALLOCATED FOR PROJECT	SUMMARY OF CASH ALLOCATED FOR PROJECT	EXPENSE TO DATE	REMAINING CASH ALLOCATED FOR PROJECT
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	\$ 49,114.98	\$ 1,885.02
		FY2013 GF 400-454-6304	\$ 51,000.00			
186	Downtown Development	Development of the Downtown area	\$ 100,000.00	\$ 1,034,633.35	\$ 96,455.83	\$ 938,177.52
		FY2014 RLC 400-121-6409				
		FY2015 RLC 400-121-6409 Reprogrammed from Medical District Sidewalks	\$ 34,633.35			
		FY2014 GF 400-154-6409	\$ 500,000.00			
		FY2015 GF 400-154-6409	\$ 400,000.00			
207	2920 Main St. Project	Funding for major improvements to FM2920 (Main Street) from the downtown area to Four Corners in conjunction with H-GAC and TxDOT. Initial funding for surveying, engineering, and right of way acquisition.		\$ 1,750,000.00	\$ -	\$ 1,750,000.00
		FY2017 400-154-6409	\$ 1,500,000.00			
		FY2018 400-154-6409	\$ 250,000.00			
PROJ 186 & 207 NET TOTAL						\$ 2,688,177.52
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.		\$ 1,425,000.00	\$ 59,608.00	\$ 1,365,392.00
		FY2015 GF 100-153-6409	\$ 43,803.00			
		FY2015 GF 400-153-6409	\$ 156,197.00			
		FY2016 GF 400-153-6409	\$ 100,000.00			
		FY2017 GF 400-153-6409	\$ 300,000.00			
		FY2018 GF 400-153-6409	\$ 200,000.00			
		FY2018 PARKS AND WILDLIFE	\$ 400,000.00			
		FY2018 HOSPITAL GRANT	\$ 225,000.00			
192	Zion Road Sidewalks - East of Quinn Road	New 5' sidewalk along Zion		\$ 220,000.00	\$ 443,641.75	\$ (223,641.75)
		FY2015 GF 100-154-6409	\$ 16,450.00			
		FY2015 GF 400-154-6409	\$ 203,550.00			
192B	Zion Road Sidewalks - West of Quinn Road	Replacement of Sidewalks on Zion from Quinn Road west to Alice Lane		\$ 223,641.75	\$ -	\$ 223,641.75
		FY2016 GF 400-154-6409	\$ 500,000.00			
		FY2016 GF 400-154-6409 Reprogrammed to propose Sidewalks project along Quinn Rd between FM 2920 and Rudel Dr and along Holderrieth Blvd between FM 2920 and Graham Dr.	\$ (276,358.25)			
SIDEWALKS PROJ 192 & 192B NET TOTAL						\$ -
194	Market Street Sidewalks	Install sidewalk along the edge of curb on Market Street in the Depot area along with curb and gutter on Walnut adjacent to Depot restrooms.		\$ 157,959.00	\$ 157,959.00	\$ -
		FY2016 GF 100-154-6409	\$ 13,722.50			
		FY2016 GF 400-154-6409	\$ 61,277.50			
		FY2018 GF 400-121-6409 Reprogrammed from proj 205 - Sidewalks	\$ 82,959.00			
195	Wayne Stovall Sports Complex Improvement	Funding for additional improvements to Wayne Stovall Sports Complex including concession stands and		\$ 375,580.00	\$ 361,324.30	\$ 14,255.70
		FY2016 100-153-6207	\$ 195,580.00			
		FY2017 400-153-6409	\$ 180,000.00			
198	Upgrades to NWWTP	Replace electrical conductors, and clarifier equipment, inspect and rehab hydro tanks in the non-potable water system, replace air lift pump controls and new sluice gate, replace electric conduits in the dechlorination and chlorination systems and sludge thickener.		\$ 2,838,135.00	\$ -	\$ 2,838,135.00
		FY2016 EF 400-614-6409	\$ 450,000.00			
		FY2017 EF 400-614-6409	\$ 1,388,135.00			
		FY2017 SCR - transfer from 740-741-6999 to fund project in 400-614-6409	\$ 1,000,000.00			
199	Upgrades to SWWTP	Install new vertical turbine pumps, extend piping and relocate flow meters, renovate operations building		\$ 648,525.00	\$ -	\$ 648,525.00
		FY2016 EF 400-614-6409	\$ 200,000.00			
		FY2017 EF 400-614-6409	\$ 448,525.00			
202	Critical Needs Assessment	Freese & Nichols Critical Needs Assessment Report recommendations for improvements/upgrades to both the north and south wastewater treatment plants.		\$ -	\$ 322,471.79	\$ (322,471.79)
			\$ -			
WWTP PROJ 198 / 199 / 202						\$ 3,164,188.21
201	Sewer Modeling	Create a computer model of the sewer system using GIS to represent how it performs in the filed to assess and predict performance changes		\$ 150,000.00	\$ 127,402.01	\$ 22,597.99
		FY2017 EF 400-614-6409	\$ 150,000.00			
203	Medical Complex Drive Segment 4B and M118 (Proposed bond funded)	Construct a two lane roadway and install utilities between South Persimmon east to Hufsmith Kohrville and construct M118 drainage channel south of the Medical Complex Drive		\$ 20,225,000.00	\$ -	\$ 20,225,000.00
		FY2017 GF 400-154-6409	\$ 20,225,000.00			
205	Sidewalks	Install sidewalks along Quinn Road between Rudel Dr. and FM 2920 and along Holderrieth Blvd. between Graham Dr. and FM 2920		\$ 550,582.00	\$ -	\$ 550,582.00
		FY2018 - Theis Sidewalk Project				
		FY2017 RLC 400-121-6409	\$ 323,541.00			
		FY2018 400-121-6409	\$ 310,000.00			
		FY2018 GF RCL 400-121-6409 to Proj 194	\$ (82,959.00)			

CITY OF TOMBALL
CAPITAL IMPROVEMENT PROJECTS

AS OF: 5/31/2017

PROJECT #	PROJECT NAME	PROJECT DESCRIPTION	DETAIL OF CASH ALLOCATED FOR PROJECT	SUMMARY OF CASH ALLOCATED FOR PROJECT	EXPENSE TO DATE	REMAINING CASH ALLOCATED FOR PROJECT
206	East Side Water Loop Line	Install water line beginning at Snook, east on Hufsmith, around to Broussard Park and then west on Zion Rd. to form a loop on the east side of the City. FY2017 EF 400-613-6409 Reprogrammed from Hufsmith Water Project FY2017 EF 400-613-6409 Reprogrammed from Hufsmith Gas Line improvements 400-615-6409 FY2017 EF 400-613-6409 Reprogram from 400-614-6304 24" Sanitary Sewer E-Hufsmith project FY2017 EF 400-613-6409 Reprogram from 24" Sanitary Sewer - E. Hufsmith 400-614-6409 FY2017 WCR transfer in from 730-731-6999 to fund the project in 400-613-6409	\$ 145,479.41 \$ 69,718.20 \$ 29,014.00 \$ 89,806.00 \$ 465,983.00	\$ 800,000.61	\$ 37,768.38	\$ 762,232.23
208	Sherwood Forest Drainage Improvements	Drainage improvements along Winfro Drive, Limerick Lane, Wickford Drive within the Sherwood Forest Subdivision at Zion Road FY2018 GF 400-154-6409 Reprogrammed from proj 205 - Sidewalks	\$ 276,358.25	\$ 276,358.25	\$ 43,643.50	\$ 232,714.75
209	2017 Water Modeling	Study showing different water demand scenarios including fire flow demands will be modeled through the City. FY2018 EF 400-613-6409	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00
	NWWTP Sewer Effluent Reuse	Study to determine if the treated water can be used for FY2014 EF 400-614-6409	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00
	SWWTP Expansion	Initial Study to determine if the SWWTP needs to be expanded and when design should begin FY2014 EF 400-614-6409	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00
	4 Corners Project	Redevelopment of triangle for City Gateway FY2014 GF 400-154-6409 FY2015 GF 400-154-6409	\$ 75,000.00 \$ 50,000.00	\$ 125,000.00	\$ -	\$ 125,000.00
	Drainage Capital Recovery	Fund Balance FY2012 FY2013 Budget for project 184 FY2015 FY2016	\$ 139,611.34 \$ (51,000.00) \$ 73,751.79 \$ 1,498.45	\$ 163,861.58	\$ -	\$ 163,861.58
Summary of Capital Projects funded in fund 400 including 188B and 192B						
		PROJECT DESCRIPTION	DETAIL OF CASH ALLOCATED FOR PROJECT		EXPENSE TO DATE	REMAINING CASH ALLOCATED FOR PROJECT
		100-153-6207	\$ 195,580.00		\$ 195,580.00	\$ -
		100-153-6409	\$ 43,803.00		\$ 43,803.00	\$ -
		100-154-6409	\$ 30,172.50		\$ 30,172.50	\$ -
		400-121-6409	\$ 768,174.35		\$ -	\$ 768,174.35
		400-153-6409	\$ 936,197.00		\$ 181,549.30	\$ 754,647.70
		400-154-6409	\$ 39,547,707.31		\$ 9,241,540.18	\$ 30,306,167.13
		400-156-6409	\$ 72,000.00		\$ 16,422.40	\$ 55,577.60
		400-454-6304	\$ 51,000.00		\$ 49,114.98	\$ 1,885.02
		400-613-6409	\$ 1,522,620.20		\$ 639,640.78	\$ 882,979.42
		400-614-6304	\$ 2,000.00		\$ 2,000.00	\$ -
		400-614-6409	\$ 4,370,748.21		\$ 865,297.95	\$ 3,505,450.26
		400-615-6409	\$ 657,112.60		\$ 428,930.84	\$ 228,181.76
		Parks and Wildlife Grant	\$ 400,000.00		\$ -	\$ 400,000.00
		Hospital Grant	\$ 225,000.00		\$ -	\$ 225,000.00
		Total	\$ 48,822,115.17	\$ -	\$ 11,694,051.93	\$ 37,128,063.24
		TEDC Grant	\$ 1,700,000.00		\$ 1,588,211.48	\$ 111,788.52
		Drainage Capital Recovery - Not appropriated	\$ 163,861.58		\$ -	\$ 163,861.58
		Total	\$ 1,863,861.58	\$ -	\$ 1,588,211.48	\$ 275,650.10
179	Tomball Business and Technology Park (bond funded)	Located at the NW corner of Hufsmith Kohrville and Holderrieth Road for the development of a Business Park FY2013-Bond Funded 460-460-6409	\$ 8,500,000.00 \$ 8,500,000.00	\$ 8,500,000.00	\$ 7,538,494.16	\$ 961,505.84
		Total	\$ 59,185,976.75	\$ -	\$ 20,820,757.57	\$ 38,365,219.18

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 2017 in the Enterprise Fund is projected to be \$19,203,517. Revenues for the past fiscal year, budgeted at \$9,857,848 are expected to come in approximately \$30,750 less than budget. Utility Fund revenues have slightly increased due to both mild winters and higher than normal amounts of rainfall in the summer.

Operating expenses for FY 2017 are projected to come in approximately \$968,029 less than budget. Projected ending Fund Balance of \$19,203,517 represents 203% 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%.

2017-2018 Budget

Revenues

Projected revenues for FY 2018 are \$9,888,598. This amount is \$311,048 or 3.15% less than revenues budgeted for FY 2017. This decrease based upon an expected mild winter and rainfall projections in 2018. All utility rates will remain the same as those adopted for FY 2017. 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 2018 is \$11,008,913 which is \$1,631,104 or 14.82% more than the current budget for FY 2017. The proposed budget for the Enterprise Fund does include non-recurring Supplemental programs totaling \$198,396. Proposed capital related expenses in the Enterprise Fund for FY 2017 is \$ 55,000.

Budgeted ending Fund Balance for FY 2018 of \$17,403,763 provides fund balance reserves of 158% of operating expenses. Budgeted net system revenues available for debt service of \$679,439 provide a debt coverage ratio on revenue bond debt of 165%. It is a goal of the Enterprise Fund to provide a level of coverage to demonstrate the strength of the system.

City of Tomball
Enterprise Fund - 600
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY2015	FY2016	FY2017	FY2017	FY2018
	Actuals	Actuals	Budget	Projection	Budget
Operating Revenues:					
Water sales	\$ 4,447,785	\$ 4,654,043	\$ 4,200,000	\$ 4,250,000	\$ 4,250,000
Sewer sales	2,320,748	2,316,495	2,100,000	2,125,000	2,125,000
Gas sales	3,295,521	2,844,005	3,000,000	2,585,000	2,600,000
Tap fees	173,983	105,060	125,000	103,000	105,000
Reconnect fees	24,919	27,394	30,000	27,000	27,500
Interest	31,989	32,616	17,500	56,250	65,000
Contributions	670,000	558,148	558,148	558,148	558,148
Other	157,834	199,439	169,000	153,450	157,950
Total Operating Revenues	11,122,777	10,737,198	10,199,646	9,857,848	9,888,598
Expenses:					
Enterprise Administration	4,195,752	4,758,133	3,312,598	3,257,220	3,358,652
Utility Billing	246,465	268,105	288,781	291,251	383,943
Water	2,268,271	2,593,339	3,128,059	3,013,774	3,536,679
Wastewater	1,601,951	2,296,380	4,107,480	3,710,671	1,977,548
Gas	1,687,978	1,215,878	1,803,099	1,399,072	1,752,091
Total Operating Expenses	10,000,417	11,131,835	12,640,017	11,671,988	11,008,913
Net Revenue Available for Debt	1,122,360	(394,637)	(2,440,371)	(1,814,140)	(1,120,315)
Debt Service	196,878	113,075	706,685	706,685	679,439
Total Debt Service	196,878	113,075	706,685	706,685	679,439
Debt Coverage on Total Debt	570%	-349%	-345%	-257%	-165%
Net Income (Excluding Depr.)	925,482	(507,712)	(3,147,056)	(2,520,825)	(1,799,754)
Beginning Fund Balance	21,306,572	22,232,054	21,724,342	21,724,342	19,203,517
Ending Fund Balance	22,232,054	21,724,342	18,577,286	19,203,517	17,403,763
Fund Balance as % of Operating Costs	222%	195%	147%	165%	158%

CITY OF TOMBALL
Enterprise Fund Detail - 600

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
ENTERPRISE FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5500 SALE OF CITY PROPERTY	\$0	\$0	\$39,850	\$10,000	\$10,000	\$15,000
5550 MISCELLANEOUS INCOME	\$1,351	\$873	\$0	\$750	\$1,200	\$1,200
5560 RETURNED CHECK FINES	\$731	\$768	\$433	\$750	\$750	\$750
5600 WATER SALES	\$4,578,685	\$4,447,785	\$4,654,043	\$4,200,000	\$4,250,000	\$4,250,000
5610 WATER TAPS	\$70,085	\$60,035	\$40,790	\$50,000	\$50,000	\$50,000
5620 WATER RECONNECT FEES	\$28,040	\$24,919	\$27,394	\$30,000	\$27,000	\$27,500
5630 AMP PLAN BALANCE	\$92	\$1,598	\$570	\$1,500	\$1,500	\$1,000
5640 SEWER SALES	\$2,372,163	\$2,320,748	\$2,316,495	\$2,100,000	\$2,125,000	\$2,125,000
5650 SEWER TAPS	\$58,495	\$47,515	\$21,435	\$25,000	\$25,000	\$25,000
5670 GAS SALES	\$3,578,145	\$3,295,521	\$2,844,005	\$3,000,000	\$2,585,000	\$2,600,000
5680 GAS TAPS	\$87,834	\$66,433	\$42,835	\$50,000	\$28,000	\$30,000
5690 PENALTIES	\$107,898	\$108,374	\$111,565	\$110,000	\$100,000	\$100,000
5695 ADMINISTRATIVE CHARGES	\$45,063	\$46,221	\$47,021	\$46,000	\$40,000	\$40,000
5741 GAIN (LOSS) SALE CITY PROPERTY	(\$1,345)	\$0	\$0	\$0	\$0	\$0
5770 TEDC CONTRIBUTIONS	\$670,000	\$670,000	\$558,148	\$558,148	\$558,148	\$558,148
5800 INTEREST INCOME	\$6,924	\$22,668	\$32,465	\$17,500	\$56,250	\$65,000
5801 UNREALIZED GAIN ON INVESTMENTS	(\$9,337)	\$9,321	\$151	\$0	\$0	\$0
TOTAL ENTERPRISE FUND REVENUES	\$11,594,824	\$11,122,779	\$10,737,200	\$10,199,648	\$9,857,848	\$9,888,598

Utility Administration

Accomplishments for FY 2016-17

- Continued public outreach about the importance of backflow preventers and maintaining them, including annual inspections.
- Began Utility Rate Study for city services
- Completed Certificate of Convenience and Necessity (CCN) with the Public Utility Commission

Goals and Objectives for FY 2017-18

- Continue public outreach to inform public about the importance of backflow preventers and maintaining them, including annual inspections
- Establish a maintenance crew to exercise valves and maintain lift stations
- 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
- Continue Utility Rate Study
- Implement training for administrative personnel

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND

600 - Enterprise

DEPARTMENT

611 - Utility Administration

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$436,212	\$363,015	\$359,574	\$375,661
Supplies	\$6,683	\$5,250	\$6,425	\$7,155
Maintenance	\$555	\$150	\$282	\$150
Services and charges	\$46,774	\$134,150	\$80,906	\$86,075
Total Operating Expenditures	\$490,224	\$502,565	\$447,187	\$469,041
Capital Outlay	\$1,415,841	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	\$2,852,068	\$2,810,033	\$2,810,033	\$2,889,611
Total Expenditures	\$4,758,133	\$3,312,598	\$3,257,220	\$3,358,652

Supplemental Programs	Recurring	Non-Recur.
VMWare host		\$3,300

Staffing	FY2016	FY2017	FY2018
Public Works Director of Operations	1	1	1
Utility Superintendent	1	1	1
Construction Manager	1	1	1
Project Coordinator	1	1	1
Administrative Assistant	-	-	-
Total	4	4	4

**Enterprise Fund - Utility Administration
600-611**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$213,833	\$243,823	\$230,352	\$253,403
6003 WAGES-FULL TIME	\$63,175	\$39,237	\$36,307	\$40,491
6005 WAGES-OVERTIME	\$960	\$2,000	\$2,000	\$2,060
6009 WAGES-OTHER	\$11,921	\$0	\$8,042	\$0
6011 VACATION PAY	\$18,322	\$0	\$7,363	\$0
6012 SICK PAY	\$7,019	\$3,601	\$6,556	\$2,857
6013 EMERGENCY PAY	\$432	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$2,255	\$2,495	\$2,495	\$2,735
6021 FICA-MED/SS	\$23,507	\$22,832	\$22,408	\$23,696
6022 TMRS-EMPLOYER	\$52,626	\$40,889	\$41,209	\$42,281
6025 WORKER COMPENSATION INSURANCE	\$4,616	\$4,138	\$2,842	\$4,138
6030 EMPLOYEE TUITION REIMBURSEMENT	\$0	\$4,000	\$0	\$4,000
6040 OTHER POST EMPLOYMENT BEN.	\$37,546	\$0	\$0	\$0
PERSONNEL SERVICES	\$436,212	\$363,015	\$359,574	\$375,661
6101 OFFICE AND COMPUTER SUPPLIES	\$1,367	\$1,000	\$1,000	\$1,100
6102 EDUCATIONAL SUPPLIES	\$0	\$800	\$800	\$800
6105 FOOD SUPPLIES	\$1,130	\$500	\$400	\$750
6107 CLOTHING AND UNIFORMS	\$776	\$500	\$1,425	\$1,555
6108 FUEL, OIL AND LUBRICANTS	\$1,533	\$2,000	\$2,500	\$2,500
6109 POSTAGE	\$200	\$100	\$100	\$100
6119 OTHER SUPPLIES	\$150	\$350	\$200	\$350
6130 FURNITURE < \$20,000	\$1,527	\$0	\$0	\$0
SUPPLIES	\$6,683	\$5,250	\$6,425	\$7,155
6203 RADIO EQUIPMENT MAINTENANCE	\$250	\$0	\$0	\$0
6205 VEHICLE EQUIPMENT MAINTENANCE	\$305	\$150	\$282	\$150
REPAIRS AND MAINTENANCE	\$555	\$150	\$282	\$150
6302 PROFESSIONAL SERVICES,ENGINEER	\$0	\$85,000	\$30,000	\$30,000
6312 COMMUNICATION SERVICES	\$38,045	\$40,000	\$42,000	\$42,000
6320 SOFTWARE SERVICE	\$0	\$0	\$0	\$3,300
6332 TRAVEL AND MEALS	\$983	\$1,500	\$1,000	\$1,000
6333 DUES AND SUBSCRIPTIONS	\$204	\$1,300	\$400	\$400
6334 AUTOMOBILE ALLOWANCES	\$4,800	\$4,800	\$4,800	\$4,800
6335 ADVERTISING COST	\$0	\$0	\$1,150	\$0
6337 TRAINING	\$2,492	\$1,300	\$1,300	\$4,300
6362 PERMITS AND LICENSES	\$250	\$250	\$256	\$275
SERVICES AND CHARGES	\$46,774	\$134,150	\$80,906	\$86,075

Enterprise Fund - Utility Administration
600-611

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6410 DEPRECIATION EXPENSE	\$1,415,841	\$0	\$0	\$0
CAPITAL OUTLAY	\$1,415,841	\$0	\$0	\$0
6691 TRANSFERS OUT	\$2,400,125	\$2,342,169	\$2,342,169	\$2,384,166
6692 TRANSFER TO EMP. BEN. TRUST	\$451,943	\$467,864	\$467,864	\$505,445
TRANSFERS	\$2,852,068	\$2,810,033	\$2,810,033	\$2,889,611
TOTAL UTILITY-ADMINISTRATIVE	\$4,758,133	\$3,312,598	\$3,257,220	\$3,358,652

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.

FY 2016-17 Accomplishments

- 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 & Objectives for FY 2017-18

- 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 Budgeted Items

- Postage (\$22,000)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND
600 - Enterprise

DEPARTMENT
612 - Utility Billing

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$192,930	\$199,531	\$196,851	\$245,043
Supplies	\$25,282	\$30,100	\$41,400	\$33,100
Maintenance	\$6,518	\$7,500	\$7,500	\$7,500
Services and charges	\$43,375	\$51,650	\$45,500	\$73,300
Total Operating Expenditures	\$268,105	\$288,781	\$291,251	\$358,943
Capital Outlay	-	-	-	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	\$0	\$0	\$0	\$25,000
Total Expenditures	\$268,105	\$288,781	\$291,251	\$383,943

Supplemental Programs	Recurring	Non-Recur.
Utility Service Person	\$95,096	
INCODE Upgrade		\$20,000

Staffing	FY2016	FY2017	FY2018
Billing Supervisor	1	1	1
Customer Service Specialists	2	2	2
Utilities Serviceperson	1	1	2
Total	4	4	5

Enterprise Fund - Utility Billing
600-612

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6001 SALARIES-ADMINISTRATIVE	\$40,598	\$47,476	\$44,154	\$48,954
6003 WAGES-FULL TIME	\$94,281	\$111,037	\$105,016	\$145,833
6005 WAGES-OVERTIME	\$1,371	\$2,250	\$2,250	\$3,348
6009 WAGES-OTHER	\$6,924	\$0	\$4,263	\$0
6011 VACATION PAY	\$5,524	\$0	\$1,563	\$0
6012 SICK PAY	\$3,028	\$1,123	\$2,545	\$0
6013 EMERGENCY PAY	\$94	\$0	\$366	\$0
6019 MISCELLANEOUS PAY	\$700	\$995	\$895	\$1,145
6021 FICA-S.S. AND MEDICARE TAXES	\$10,969	\$12,498	\$12,056	\$15,293
6022 TMRS-EMPLOYER	\$27,468	\$22,383	\$22,154	\$27,288
6024 HEALTH INSURANCE	\$0	\$0	\$0	\$0
6025 WORKER COMPENSATION INS.	\$1,973	\$1,769	\$1,589	\$3,182
PERSONNEL SERVICES	\$192,930	\$199,531	\$196,851	\$245,043
6101 OFFICE AND COMPUTER SUPPLIES	\$1,867	\$3,200	\$17,000	\$3,200
6105 FOOD SUPPLIES	\$135	\$100	\$100	\$100
6106 MATERIALS AND PARTS	\$330	\$800	\$500	\$800
6107 CLOTHING AND UNIFORMS	\$657	\$1,500	\$1,000	\$3,000
6108 FUEL, OIL AND LUBRICANTS	\$1,394	\$2,000	\$1,500	\$3,500
6109 POSTAGE	\$20,634	\$22,000	\$21,000	\$22,000
6119 OTHER SUPPLIES	\$265	\$500	\$300	\$500
SUPPLIES	\$25,282	\$30,100	\$41,400	\$33,100
6201 OFFICE EQUIPMENT MAINTENANCE	\$0	\$500	\$0	\$0
6203 RADIO EQUIPMENT MAINTENANCE	\$6,046	\$6,500	\$6,500	\$6,500
6205 VEHICLE MAINTENANCE	\$472	\$500	\$1,000	\$1,000
REPAIRS AND MAINTENANCE	\$6,518	\$7,500	\$7,500	\$7,500
6304 PROFESSIONAL SERVICES, OTHER	\$17,225	\$25,000	\$22,000	\$27,500
6312 COMMUNICATION SERVICES	\$8,011	\$750	\$1,600	\$2,000
6320 SOFTWARE SERVICE	\$0	\$0	\$0	\$20,000
6329 OTHER SERVICES	\$15,238	\$14,000	\$16,000	\$17,000
6332 TRAVEL AND MEALS	\$25	\$1,400	\$1,500	\$1,500
6333 DUES AND SUBSCRIPTIONS	\$70	\$500	\$150	\$300
6337 TRAINING	\$0	\$1,500	\$1,000	\$1,500
6362 PERMITS AND LICENSES	\$2,806	\$8,500	\$3,250	\$3,500
SERVICES AND CHARGES	\$43,375	\$51,650	\$45,500	\$73,300
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$0	\$0	\$25,000
TRANSFERS	\$0	\$0	\$0	\$25,000
TOTAL UTILITY BILLING	\$268,105	\$288,781	\$291,251	\$383,943

Water Department

Accomplishments for FY 2016-17

- Continued conversion of water meters to AMR
- Began Water Master Plan study (Water Modeling)

Goals and Objectives for FY 2017-18

- Continue Water Master Plan study (Water Modeling)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND
600 - Enterprise

DEPARTMENT
613 - Water

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$405,578	\$441,384	\$436,439	\$466,084
Supplies	\$207,272	\$261,300	\$265,110	\$221,220
Maintenance	\$100,799	\$179,500	\$79,500	\$130,000
Services and charges	\$1,981,629	\$2,027,875	\$2,170,725	\$2,549,375
Total Operating Expenditures	\$2,695,278	\$2,910,059	\$2,951,774	\$3,366,679
Capital Outlay	-	\$218,000	\$2,000	\$25,000
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	(\$101,939)	-	\$60,000	\$145,000
Total Expenditures	\$2,593,339	\$3,128,059	\$3,013,774	\$3,536,679

Supplemental Programs	Recurring	Non-Recur.
2017 Water Modeling		\$55,000
Brush and Debris Pad		\$25,000

Staffing	FY2016	FY2017	FY2018
Foreman	1	1	1
Crew Chief	1	1	1
Heavy Equipment Operator	1	1	1
Serviceman	4	4	4
Locator	1	1	1
Utilities Laborer*	0.2	0.2	0.2
Total	8.2	8.2	8.2

*Equivalent of 1 FTE using part time summer labor distributed equally to Streets, Parks, Water, Wastewater and Gas Department

**Enterprise Fund - Water
600-613**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6003 WAGES-FULL TIME	\$250,514	\$325,384	\$307,886	\$339,249
6004 WAGES-PART TIME	\$1,786	\$4,635	\$5,000	\$4,635
6005 WAGES-OVERTIME	\$12,517	\$9,500	\$9,500	\$9,785
6006 WAGES-ON CALL	\$0	\$8,000	\$4,000	\$10,300
6009 WAGES-OTHER	\$12,621	\$0	\$10,124	\$0
6011 VACATION PAY	\$17,678	\$0	\$7,201	\$0
6012 SICK PAY	\$14,969	\$2,175	\$4,003	\$2,832
6013 EMERGENCY PAY	\$428	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$3,400	\$3,760	\$3,840	\$4,345
6021 FICA-MED/SS	\$22,398	\$27,354	\$26,318	\$28,726
6022 TMRS-EMPLOYER	\$56,338	\$48,987	\$48,007	\$50,623
6025 WORKER COMPENSATION INSURANCE	\$12,929	\$11,589	\$10,560	\$11,589
6030 EMPLOYEE TUITION REIMBURSEMENT	\$0	\$0	\$0	\$4,000
PERSONNEL SERVICES	\$405,578	\$441,384	\$436,439	\$466,084
6101 OFFICE SUPPLIES	\$0	\$0	\$450	\$200
6106 MATERIALS AND PARTS	\$111,887	\$130,000	\$80,000	\$90,000
6107 CLOTHING AND UNIFORMS	\$3,810	\$3,300	\$5,360	\$6,520
6108 FUEL, OIL AND LUBRICANTS	\$9,307	\$15,000	\$12,000	\$12,000
6109 POSTAGE	\$0	\$0	\$100	\$0
6110 CHEMICAL SUPPLIES	\$48,526	\$90,000	\$60,000	\$75,000
6111 TAP SUPPLIES AND COMPONENTS	\$30,104	\$15,000	\$100,000	\$30,000
6119 OTHER SUPPLIES	\$3,638	\$8,000	\$7,200	\$7,500
SUPPLIES	\$207,272	\$261,300	\$265,110	\$221,220
6204 OTHER EQUIPMENT MAINTENANCE	\$709	\$2,500	\$2,000	\$2,500
6205 VEHICLE MAINTENANCE	\$2,292	\$2,000	\$2,500	\$2,500
6207 SYSTEM MAINTENANCE	\$97,798	\$175,000	\$75,000	\$125,000
REPAIRS AND MAINTENANCE	\$100,799	\$179,500	\$79,500	\$130,000
6303 PROFESSIONAL SERVICES,LEGAL	\$0	\$0	\$25,000	\$0
6304 PROFESSIONAL SERVICES,OTHER	\$21,220	\$29,000	\$29,000	\$29,000
6305 N.HARRIS CTY.REG.WATER AUTH.	\$1,749,697	\$1,750,000	\$1,900,000	\$2,282,000
6312 COMMUNICATION SERVICES	\$3,790	\$2,500	\$5,500	\$6,000
6313 UTILITIES-ELECTRIC	\$163,732	\$200,000	\$175,000	\$200,000
6316 PRINTING AND BINDING	\$1,520	\$1,825	\$1,825	\$1,825
6329 OTHER SERVICES	\$14,635	\$15,000	\$4,500	\$1,000
6332 TRAVEL AND MEALS	\$113	\$300	\$150	\$300
6333 DUES AND SUBSCRIPTIONS	\$946	\$750	\$750	\$750
6335 ADVERTISING COST	\$429	\$850	\$850	\$850
6336 EQUIPMENT RENTALS	\$0	\$150	\$150	\$150
6337 TRAINING	\$3,308	\$3,500	\$3,500	\$3,500

**Enterprise Fund - Water
600-613**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6361 STUDIES AND ANALYSIS	\$7,102	\$8,500	\$9,000	\$8,500
6362 PERMITS AND LICENSES	\$15,137	\$15,500	\$15,500	\$15,500
SERVICES AND CHARGES	\$1,981,629	\$2,027,875	\$2,170,725	\$2,549,375
6403 MACHINERY AND EQUIPMENT	\$0	\$218,000	\$2,000	\$0
6409 SYSTEM EXPANSION	\$0	\$0	\$0	\$25,000
CAPITAL OUTLAY	\$0	\$218,000	\$2,000	\$25,000
BAD DEBTS	\$0	\$0	\$0	\$0
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$0	\$40,000	\$90,000
6999 TRANSFER TO CAPITAL PROJ. FUND	(\$101,939)	\$0	\$20,000	\$55,000
TRANSFERS	(\$101,939)	\$0	\$60,000	\$145,000
TOTAL UTILITY-WATER	\$2,593,339	\$3,128,059	\$3,013,774	\$3,536,679

Wastewater Department

Accomplishments for FY 2016-17

- Completed improvements to Hunterwood and Hicks Lift Stations
- Bid the improvements for the Critical Needs Improvements to the North and South Wastewater Treatment Plants
- Began permit renewals with the TCEQ for the North and South Wastewater Treatment Plants
- Completed LED lighting upgrade at both treatment plants
- Completed Wastewater Master Plan (Sewer Modeling)

Goals and Objectives for FY 2017-18

- Begin construction phase of the North and South Wastewater Treatment Plant upgrades
- Complete sanitary sewer camera, cleaning and slip lining

Major Budget Items

- Critical Needs Improvements of Treatment Plants (\$3,061,750)
- T.V and Point Repairs (\$250,000)
- LED lighting upgrade at the North and South Wastewater Treatment Plants (\$50,000)
- Sewer Modeling (\$150,000)

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND
600 - Enterprise

DEPARTMENT
614 - Wastewater

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$600,116	\$590,310	\$590,891	\$612,198
Supplies	\$125,450	\$160,830	\$163,885	\$134,870
Maintenance	\$353,356	\$873,000	\$566,000	\$834,000
Services and charges	\$645,637	\$496,680	\$402,480	\$396,480
Total Operating Expenditures	\$1,724,559	\$2,120,820	\$1,723,256	\$1,977,548
Capital Outlay	\$14,986	-	\$755	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	\$556,835	\$1,986,660	\$1,986,660	-
Total Expenditures	\$2,296,380	\$4,107,480	\$3,710,671	\$1,977,548

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Crew Chief	2	2	2
Plant Supervisor	1	1	1
Plant Operator	2	2	2
Technician	1	1	1
Serviceman	4	4	4
Part Time Laborer	0.2	0.2	0.2
Total	10.2	10.2	10.2

**Enterprise Fund - Wastewater
600-614**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6003 WAGES-FULL TIME	\$359,424	\$425,206	\$397,865	\$442,620
6004 WAGES-PART TIME	\$1,348	\$4,635	\$4,635	\$4,635
6005 WAGES-OVERTIME	\$12,161	\$15,400	\$10,400	\$15,862
6006 WAGES-ON CALL	\$41,067	\$25,000	\$30,000	\$25,750
6009 WAGES-OTHER	\$19,944	\$0	\$11,801	\$0
6011 VACATION PAY	\$23,437	\$0	\$14,949	\$0
6012 SICK PAY	\$10,154	\$4,381	\$6,215	\$3,861
6013 EMERGENCY PAY	\$175	\$0	\$725	\$0
6019 MISCELLANEOUS PAY	\$3,815	\$4,395	\$4,395	\$4,940
6021 FICA-MED/SS	\$34,711	\$36,933	\$36,416	\$38,409
6022 TMRS-EMPLOYER	\$84,711	\$66,141	\$66,485	\$67,902
6025 WORKER COMPENSATION INSURANCE	\$9,169	\$8,219	\$7,005	\$8,219
PERSONNEL SERVICES	\$600,116	\$590,310	\$590,891	\$612,198
6101 OFFICE AND COMPUTER SUPPLIES	\$286	\$130	\$130	\$130
6105 FOOD SUPPLIES	\$0	\$0	\$75	\$100
6106 MATERIALS AND PARTS	\$35,368	\$42,000	\$62,000	\$20,000
6107 CLOTHING AND UNIFORMS	\$5,273	\$4,600	\$6,080	\$7,240
6108 FUEL, OIL AND LUBRICANTS	\$12,335	\$18,000	\$16,000	\$18,000
6109 POSTAGE	\$79	\$100	\$100	\$100
6110 CHEMICAL SUPPLIES	\$62,574	\$90,000	\$70,000	\$80,000
6119 OTHER SUPPLIES	\$9,535	\$6,000	\$9,500	\$9,300
SUPPLIES	\$125,450	\$160,830	\$163,885	\$134,870
6204 OTHER EQUIPMENT MAINTENANCE	\$24,348	\$12,000	\$20,000	\$20,000
6205 VEHICLE MAINTENANCE	\$5,219	\$4,000	\$4,000	\$4,000
6206 BUILDING MAINTENANCE	\$3,830	\$0	\$0	\$0
6207 SYSTEM MAINTENANCE	\$235,979	\$807,000	\$532,000	\$800,000
6219 OTHER MAINTENANCE	\$83,980	\$50,000	\$10,000	\$10,000
REPAIRS AND MAINTENANCE	\$353,356	\$873,000	\$566,000	\$834,000
6303 PROFESSIONAL SERVICES,LEGAL	\$0	\$0	\$25,000	\$0
6304 PROFESSIONAL SERVICES,OTHER	\$33,773	\$20,000	\$20,000	\$20,000
6312 COMMUNICATION SERVICES	\$3,591	\$2,800	\$3,600	\$3,600
6313 UTILITIES-ELECTRIC	\$174,898	\$174,000	\$160,000	\$174,000
6329 OTHER SERVICES	\$221,861	\$100,000	\$100,000	\$100,000
6333 DUES AND SUBSCRIPTIONS	\$1,116	\$880	\$880	\$880
6336 EQUIPMENT RENTALS	\$2,941	\$4,000	\$8,000	\$5,000
6337 TRAINING	\$4,304	\$3,000	\$3,000	\$3,000
6361 STUDIES AND ANALYSIS	\$168,121	\$122,000	\$42,000	\$50,000
6362 PERMITS AND LICENSES	\$35,032	\$70,000	\$40,000	\$40,000
SERVICES AND CHARGES	\$645,637	\$496,680	\$402,480	\$396,480

**Enterprise Fund - Wastewater
600-614**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6403 MACHINERY AND EQUIPMENT	\$14,986	\$0	\$755	\$0
CAPITAL OUTLAY	\$14,986	\$0	\$755	\$0
6998 TRANSFER TO FLEET REPLACEMENT	\$0	\$0	\$0	\$0
6999 TRANSFER TO CAPITAL PROJ. FUND	\$556,835	\$1,986,660	\$1,986,660	\$0
TRANSFERS	\$556,835	\$1,986,660	\$1,986,660	\$0
DEBT	\$0	\$0	\$0	\$0
TOTAL UTILITY-SEWER	\$2,296,380	\$4,107,480	\$3,710,671	\$1,977,548

Gas Department

Accomplishments for FY 2016-17

- Continued gas meter conversion to AMR
- Ensured compliance with Railroad Commission's new DIMP program and maintained excellent standing

Goals and Objectives for FY 2017-18

- Continue gas meter conversion to AMR
- Continue public outreach of gas distribution systems

CITY OF TOMBALL

2017-2018 ADOPTED BUDGET SUMMARY

FUND
600 - Enterprise

DEPARTMENT
615 - Gas

Line Item Category	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
Personnel services	\$369,202	\$360,474	\$356,372	\$372,406
Supplies	\$822,030	\$1,384,550	\$962,695	\$1,311,435
Maintenance	\$3,336	\$6,500	\$14,510	\$6,500
Services and charges	\$63,462	\$51,575	\$61,850	\$61,750
Total Operating Expenditures	\$1,258,030	\$1,803,099	\$1,395,427	\$1,752,091
Capital Outlay	\$14,692	-	\$3,645	-
Bad Debt Expense	-	-	-	-
Long Term Debt	-	-	-	-
Transfers	(\$56,844)	-	-	-
Total Expenditures	\$1,215,878	\$1,803,099	\$1,399,072	\$1,752,091

Supplemental Programs	Recurring	Non-Recur.
None		

Staffing	FY2016	FY2017	FY2018
Gas Foreman	1	1	1
Utilities Technician	1	1	1
Utilities Crew Chief	1	1	1
Utilities Serviceman	3	3	3
Part Time Laborer	0.2	0.2	0.2
Total	6.2	6.2	6.2

**Enterprise Fund - Gas
600-615**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6003 WAGES-FULL TIME	\$211,511	\$260,312	\$238,626	\$270,242
6004 WAGES-PART TIME	\$2,720	\$4,635	\$4,635	\$4,635
6005 WAGES-OVERTIME	\$11,471	\$8,000	\$8,000	\$8,240
6006 WAGES-ON CALL	\$28,601	\$15,000	\$19,000	\$15,450
6009 WAGES-OTHER	\$11,219	\$0	\$6,589	\$0
6011 VACATION PAY	\$14,624	\$0	\$8,491	\$0
6012 SICK PAY	\$8,443	\$3,306	\$4,093	\$2,983
6013 EMERGENCY PAY	\$888	\$0	\$0	\$0
6019 MISCELLANEOUS PAY	\$2,445	\$2,665	\$2,665	\$2,800
6021 FICA-MED/SS	\$21,591	\$22,706	\$22,132	\$23,525
6022 TMRS-EMPLOYER	\$52,133	\$40,662	\$39,726	\$41,343
6025 WORKER COMPENSATION INSURANCE	\$3,556	\$3,188	\$2,415	\$3,188
PERSONNEL SERVICES	\$369,202	\$360,474	\$356,372	\$372,406
6101 OFFICE SUPPLIES	\$101	\$200	\$200	\$200
6106 MATERIALS AND PARTS	\$101,553	\$60,000	\$70,000	\$80,000
6107 CLOTHING AND UNIFORMS	\$3,511	\$3,000	\$4,120	\$4,860
6108 FUEL, OIL AND LUBRICANTS	\$8,035	\$10,000	\$10,000	\$10,000
6109 POSTAGE	\$611	\$350	\$375	\$375
6110 CHEMICAL SUPPLIES	\$0	\$0	\$3,000	\$3,000
6111 TAP SUPPLIES AND COMPONENTS	\$3,659	\$1,000	\$10,000	\$3,000
6119 OTHER SUPPLIES	\$8,466	\$10,000	\$15,000	\$10,000
6129 GAS PURCHASES	\$696,094	\$1,300,000	\$850,000	\$1,200,000
SUPPLIES	\$822,030	\$1,384,550	\$962,695	\$1,311,435
6204 OTHER EQUIPMENT MAINTENANCE	\$1,551	\$500	\$1,510	\$500
6205 VEHICLE MAINTENANCE	\$1,785	\$1,000	\$1,000	\$1,000
6207 SYSTEM MAINTENANCE	\$0	\$5,000	\$12,000	\$5,000
REPAIRS AND MAINTENANCE	\$3,336	\$6,500	\$14,510	\$6,500
6304 PROFESSIONAL SERVICES,OTHER	\$39,449	\$15,000	\$15,000	\$15,000
6312 COMMUNICATION SERVICES	\$2,875	\$2,500	\$2,500	\$2,500
6313 UTILITIES-ELECTRIC	\$1,579	\$1,800	\$1,800	\$1,800
6322 INSPECTION SERVICES	\$0	\$4,000	\$4,000	\$4,000
6329 OTHER SERVICES	\$5,252	\$3,000	\$3,100	\$3,000
6333 DUES AND SUBSCRIPTIONS	\$1,376	\$1,250	\$1,250	\$1,250
6335 ADVERTISING COST	\$983	\$225	\$400	\$400
6336 EQUIPMENT RENTALS	\$0	\$3,000	\$3,000	\$3,000
6337 TRAINING	\$9,225	\$18,000	\$28,000	\$28,000
6362 PERMITS AND LICENSES	\$2,723	\$2,800	\$2,800	\$2,800
SERVICES AND CHARGES	\$63,462	\$51,575	\$61,850	\$61,750

**Enterprise Fund - Gas
600-615**

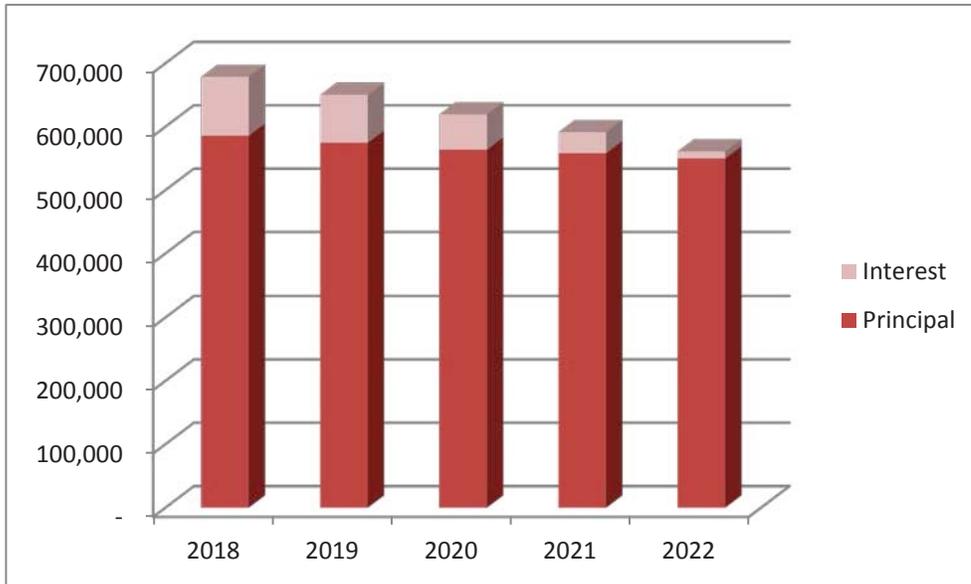
LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6403 MACHINERY AND EQUIPMENT	\$14,692	\$0	\$3,645	\$0
CAPITAL OUTLAY	\$14,692	\$0	\$3,645	\$0
6999 TRANSFER TO CAPITAL PROJ. FUND	(\$56,844)	\$0	\$0	\$0
TRANSFERS	(\$56,844)	\$0	\$0	\$0
TOTAL UTILITY-GAS	\$1,215,878	\$1,803,099	\$1,399,072	\$1,752,091

**Enterprise Fund - Debt
600-616**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6901 INTEREST - BONDS	\$110,587	\$109,155	\$109,155	\$92,909
6906 BOND FEES AND COST	\$2,488	\$780	\$780	\$780
6911 PRINCIPAL - BONDS	\$0	\$596,750	\$596,750	\$585,750
DEBT	\$113,075	\$706,685	\$706,685	\$679,439
TOTAL DEBT	\$113,075	\$706,685	\$706,685	\$679,439

**City of Tomball
Enterprise Fund
Consolidated Debt Payment Schedule
2017-2018 Annual Budget**

Fiscal Year	Principal	Interest	Total
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	\$ 2,832,500	\$ 268,180	\$ 3,100,680



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 Year	Payment Date	Principal	Coupon	Interest	Total P & I	Fiscal Year Total
2018	2/15/2018	585,750	3.000%	50,848	636,598	
	8/15/2018			42,061	42,061	678,659
2019	2/15/2019	574,750	3.000%	42,061	616,811	
	8/15/2019			33,440	33,440	650,251
2020	2/15/2020	563,750	4.000%	33,440	597,190	
	8/15/2020			22,165	22,165	619,355
2021	2/15/2021	558,250	4.000%	22,165	580,415	
	8/15/2021			11,000	11,000	591,415
2022	2/15/2022	550,000	4.000%	11,000	561,000	561,000
Total		\$ 2,832,500		\$ 268,180	\$ 3,100,680	\$ 3,100,680

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
Fleet Replacement Fund - General Fund - 650
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Transfers	390,000	141,812	141,812	274,500
Other	44,982	30,000	-	-
Interest	5,693	5,400	11,300	14,000
Total	440,675	177,212	153,112	288,500
Expenditures:				
Capital Outlay	312,344	141,812	257,796	274,500
Total	312,344	141,812	257,796	274,500
Revenues Over (Under) Expenditures	128,331	35,400	(104,684)	14,000
Beginning Fund Balance	2,243,163	2,243,163	2,243,163	2,138,479
Ending Fund Balance	2,371,494	2,278,563	2,138,479	2,152,479

City of Tomball
Fleet Replacement Fund - Enterprise Fund - 650
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Transfers	-	40,000	40,000	115,000
Total	-	40,000	40,000	115,000
Expenditures:				
Capital Outlay	88,839	40,000	40,000	115,000
Total	88,839	40,000	40,000	115,000
Revenues Over (Under) Expenditures	(88,839)	-	-	-
Beginning Fund Balance	591,694	591,694	591,694	591,694
Ending Fund Balance	502,855	591,694	591,694	591,694

City of Tomball
Fleet Replacement Fund - Red Light Program Fund - 650
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Transfers	20,000	20,000	20,000	20,000
Total	20,000	20,000	20,000	20,000
Expenditures:				
Total	-	-	-	-
Revenues Over (Under)				
Expenditures	20,000	20,000	20,000	20,000
Beginning Fund Balance	39,742	59,742	59,742	79,742
Ending Fund Balance	59,742	79,742	79,742	99,742

CITY OF TOMBALL
Fleet Replacement Fund Detail - 650

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
FLEET REPLACEMENT REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5500 SALE OF CITY PROPERTY	\$65,000	\$12,626	\$70,095	\$30,000	\$0	\$0
5741 GAIN (LOSS) DISPOSAL CITY PROP	\$0	\$0	(\$25,113)	\$0	\$0	\$0
5800 INTEREST INCOME	\$734	\$1,201	\$5,693	\$5,400	\$11,300	\$14,000
5910 TRANSFER FROM GENERAL FUND	\$593,802	\$502,247	\$390,000	\$141,812	\$141,812	\$274,500
5911 TRANSFER FROM UTILITY FUND	\$102,500	\$245,063	\$0	\$40,000	\$40,000	\$115,000
5961 TRANSFER IN	\$50,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
TOTAL FLEET REPLACEMENT REVENUES	\$812,036	\$781,137	\$460,675	\$237,212	\$213,112	\$423,500

**Fleet Replacement Fund - General Fund
650-651**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6403 MACHINERY AND EQUIPMENT	\$59,259	\$0	\$0	\$70,000
6405 VEHICLE EQUIPMENT	\$3,992	\$141,812	\$257,796	\$204,500
6410 DEPRECIATION EXPENSE	\$249,093	\$0	\$0	\$0
CAPITAL OUTLAY	\$312,344	\$141,812	\$257,796	\$274,500
TOTAL GEN FUND FLEET REPLACEMEN	\$312,344	\$141,812	\$257,796	\$274,500

**Fleet Replacement Fund - Enterprise Fund
650-652**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6403 MACHINERY AND EQUIPMENT	\$0	\$0	\$0	\$60,000
6405 VEHICLE EQUIPMENT	\$0	\$40,000	\$40,000	\$55,000
6410 DEPRECIATION EXPENSE	\$88,839	\$0	\$0	\$0
CAPITAL OUTLAY	\$88,839	\$40,000	\$40,000	\$115,000
TOTAL UTILITY FUND FLEET REPLAC	\$88,839	\$40,000	\$40,000	\$115,000

City of Tomball
Water Capital Recovery - 730
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Water Capital Recovery Fee	333,874	200,000	225,000	200,000
Interest	5,149	4,000	9,500	5,000
Total	339,023	204,000	234,500	205,000
Expenditures:				
Services and Charges	-	-	-	-
Transfers Out	-	465,983	465,983	-
Total	-	465,983	465,983	-
Revenues Over (Under) Expenditures	339,024	(261,983)	(231,483)	205,000
Beginning Fund Balance	1,523,965	1,862,989	1,862,989	1,631,506
Ending Fund Balance	1,862,989	1,601,006	1,631,506	1,836,506

CITY OF TOMBALL
Water Capital Recovery Fund Detail - 730

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
WATER CAPITAL RECOVERY REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5800 INTEREST INCOME	\$448	\$810	\$5,149	\$4,000	\$9,500	\$5,000
5810 WATER CAPITAL RECOVERY FEE	\$219,025	\$246,383	\$333,874	\$200,000	\$225,000	\$200,000
TOTAL WATER CAPITAL RECOVERY REVENUES	\$219,473	\$247,193	\$339,023	\$204,000	\$234,500	\$205,000

**Water Capital Recovery Fund
730-731**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
SERVICES AND CHARGES	\$0	\$0	\$0	\$0
6691 TRANSFERS OUT	\$0	\$465,983	\$465,983	\$0
TRANSFERS	\$0	\$465,983	\$465,983	\$0
TOTAL WATER CAPITAL RECOVERY	\$0	\$465,983	\$465,983	\$0

City of Tomball
Sewer Capital Recovery - 740
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Sewer Capital Recovery Fee	329,761	250,000	250,000	200,000
Interest	5,976	5,000	9,600	6,000
Total	335,737	255,000	259,600	206,000
Expenditures:				
Services and Charges	-	-	-	-
Transfers	-	1,000,000	1,000,000	-
Total	-	1,000,000	1,000,000	-
Revenues Over (Under)				
Expenditures	335,738	(744,999)	(740,399)	206,000
Beginning Fund Balance	1,761,811	2,097,549	2,097,549	1,357,150
Ending Fund Balance	2,097,549	1,352,550	1,357,150	1,563,150

CITY OF TOMBALL
Sewer Capital Recovery Fund Detail - 740

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
SEWER CAPITAL RECOVERY REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5800 INTEREST	\$546	\$972	\$5,976	\$5,000	\$9,600	\$6,000
5840 SEWER CAPITAL RECOVERY FEE	\$236,296	\$288,809	\$329,761	\$250,000	\$250,000	\$200,000
TOTAL SEWER CAPITAL RECOVERY REVENUES	\$236,842	\$289,781	\$335,737	\$255,000	\$259,600	\$206,000

**Sewer Capital Recovery Fund
740-741**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
SERVICES AND CHARGES	\$0	\$0	\$0	\$0
6691 TRANSFERS OUT	\$0	\$1,000,000	\$1,000,000	\$0
TRANSFERS	\$0	\$1,000,000	\$1,000,000	\$0
TOTAL SEWER CAPITAL RECOVERY	\$0	\$1,000,000	\$1,000,000	\$0

City of Tomball
Employee Benefit Trust Fund - 910
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Transfers	2,291,634	2,598,249	2,598,249	2,736,910
ESD#15 Reimbursement	11,004	42,095	30,000	31,880
Interest	2,888	2,000	6,000	2,000
Total	2,305,526	2,642,344	2,634,249	2,770,790
Expenditures:				
Health Insurance Costs	2,098,002	2,554,033	2,561,684	2,712,975
Services and Charges	42,061	62,214	59,894	62,256
Total	2,140,063	2,616,247	2,621,578	2,775,231
Revenues Over (Under) Expenditures	165,463	26,097	12,671	(4,441)
Beginning Fund Balance	1,000,306	1,165,768	1,165,768	1,178,439
Ending Fund Balance	1,165,768	1,191,865	1,178,439	1,173,998

CITY OF TOMBALL
Employee Trust Fund Detail - 910

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
EMPLOYEE BENEFITS TRUST REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5474 ESD#15 STATION 5 PAYROLL REIMBURSEMENT	\$0	\$0	\$11,004	\$42,095	\$30,000	\$31,880
5800 INTEREST	\$299	\$542	\$2,888	\$2,000	\$6,000	\$2,000
5961 TRANSFERS IN	\$2,180,930	\$2,188,033	\$2,291,634	\$2,598,249	\$2,598,249	\$2,736,910
TOTAL EMPLOYEE BENEFITS TRUST REVENUES	\$2,181,229	\$2,188,575	\$2,305,526	\$2,642,344	\$2,634,249	\$2,770,790

**Employee Benefit Trust Fund
910-920**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6024 HEALTH INSURANCE	\$2,098,002	\$2,554,033	\$2,561,684	\$2,712,975
PERSONNEL SERVICES	\$2,098,002	\$2,554,033	\$2,561,684	\$2,712,975
6304 PROF. SERVICES- OTHER	\$42,061	\$44,214	\$41,894	\$44,256
6329 OTHER SERVICES	\$0	\$18,000	\$18,000	\$18,000
SERVICES AND CHARGES	\$42,061	\$62,214	\$59,894	\$62,256
TOTAL HEALTH INSURANCE	\$2,140,063	\$2,616,247	\$2,621,578	\$2,775,231

City of Tomball
Legacy Fund - 990
Statement of Revenues, Expenditures, and Changes in Fund Balance
2017-2018 Adopted Budget Worksheet

	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues:				
Misc Income	-	-	5,000	-
Interest	43	-	180	180
Total	43	-	5,180	180
Expenditures:				
Grants	-	-	-	-
Services and Charges	-	-	-	-
Total	-	-	-	-
Revenues Over (Under) Expenditures	43	-	5,180	180
Beginning Fund Balance	20,000	20,043	20,043	25,223
Ending Fund Balance	20,043	20,043	25,223	25,403

CITY OF TOMBALL
Tomball Legacy Fund Detail - 990

	FY 2014	FY 2015	FY 2016	FY 2017		FY 2018
TOMBALL LEGACY FUND REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTION	BUDGET
5550 MISCELLANEOUS INCOME	\$0	\$22,765	\$0	\$0	\$5,000	\$0
5800 INTEREST INCOME	\$0	\$0	\$43	\$0	\$180	\$180
TOTAL TOMBALL LEGACY FUND REVENUES	\$0	\$22,765	\$43	\$0	\$5,180	\$180

**Tomball Legacy Fund
990-990**

LINE ITEMS	2016 ACTUAL	2017 BUDGET	2017 PROJECTION	2018 BUDGET
6359 GRANTS	\$0	\$0	\$0	\$0
6399 SERVICE CHARGES	\$0	\$0	\$0	\$0
SERVICES AND CHARGES	\$0	\$0	\$0	\$0
TOTAL LEGACY FUND	\$0	\$0	\$0	\$0

ACTIVE SUPPLEMENTAL

GENERAL FUND

FUND-DEPT-ACCT	TITLE	PRIORITY	TYPE	AMOUNT
100-117-6101	DISPATCH UPS		HARDWARE/SOFTWARE	\$ 6,000
100-117-6320	INCODE UPGRADE		HARDWARE/SOFTWARE	\$ 10,000
100-117-6320	VMWARE HOST		HARDWARE/SOFTWARE	\$ 3,300
INFORMATION SYSTEMS TOTAL				\$ 19,300
100-121-6206	CONCRETE RIFLE RANGE		FACILITIES MAINTENANCE	\$ 5,000
100-121-6402	FIREARMS MANAGEMENT SYSTEM		HARDWARE/ SOFTWARE	\$ 9,000
100-121-6206	REPAIR BAFFLES AT FIRING RANGE		FACILITIES MAINTENANCE	\$ 18,500
POLICE DEPARTMENT TOTAL				\$ 32,500
100-131-6206	A/C FENCE		FACILITIES MAINTENANCE	\$ 5,000
COMMUNITY CENTER TOTAL				\$ 5,000
100-153-XXXX	PARKS SERVICE PERSON		PERSONNEL	\$ 65,959
100-153-6409	BROUSSARD PARK-CONT.		FACILITIES MAINTENANCE	\$ 200,000
100-153-6999	WAYNE STOVALL PARKING LOT NEW/IMPROVING		FACILITIES MAINTENANCE	\$ 380,000
100-153-6403	FANS AT PARK PAVILLIONS - JUERGENS AND MLK		FACILITIES MAINTENANCE	\$ 50,000
100-153-6119	REPLACE DEPOT CHRISTMAS TREE & DECORATIONS		NEW EQUIPMENT	\$ 25,000
100-153-6412	ADA COMBINATION SWING		NEW EQUIPMENT	\$ 4,500
100-153-6403	FD LAWN MOWERS		NEW EQUIPMENT	\$ 6,000
PARKS TOTAL				\$ 731,459
100-154-6999	SIDEWALKS		FACILITIES MAINTENANCE	\$ 200,000
100-154-6999	PW PARKING LOT (PHASE 1 & 2)		FACILITIES MAINTENANCE	\$ 460,000
100-154-XXXX	STREETS SERVICE PERSON		PERSONNEL	\$ 67,590
STREETS TOTAL				\$ 727,590
100-155-XXXX	BRUSH BOX AND DEBRIS PAD		FACILITIES MAINTENANCE	\$ 25,000
SANITATION TOTAL				\$ 25,000
100-157-6206	SERVER ROOM		FACILITIES MAINTENANCE	\$ 16,000
100-157-6206	OLD CITY HALL REBUILDING		FACILITIES MAINTENANCE	\$ 30,000
100-157-6206	DUMPSTER ENCLOSURES		FACILITIES MAINTENANCE	\$ 44,000
FACILITIES MAINTENANCE TOTAL				\$ 90,000
GENERAL FUND TOTAL				\$ 1,630,849

SEIZURE FUND

ORGUNIT	TITLE	PRIORITY	TYPE	AMOUNT
200-221-6320	VMWARE HOST		HARDWARE/SOFTWARE	\$ 3,300
200-221-6320	INCODE UPGRADE		HARDWARE/SOFTWARE	\$ 5,000
SEIZURE FUND TOTAL				\$ 8,300

COURT TECHNOLOGY FUND

ORGUNIT	TITLE	PRIORITY	TYPE	AMOUNT
230-122-6320	VMWARE HOST		HARDWARE/SOFTWARE	\$ 3,300
230-122-6320	LATENT PRINT SYSTEM		HARDWARE/ SOFTWARE	\$ 35,000
230-122-6320	BRAZOS ECITATION SYSTEM		HARDWARE/SOFTWARE	\$ 68,000
230-122-6320	INCODE UPGRADE		HARDWARE/SOFTWARE	\$ 10,000
COURT TECHNOLOGY FUND TOTAL				\$ 116,300

HOTEL OCCUPANCY TAX FUND

ORGUNIT	TITLE	PRIORITY	TYPE	AMOUNT
240-243-6320	VMWARE HOST		HARDWARE/SOFTWARE	\$ 3,300
240-243-6335	ADVERTISING COST/VIDEO EQUIPMENT		HARDWARE/SOFTWARE	\$ 8,500
240-243-6320	INCODE UPGRADE		HARDWARE/SOFTWARE	\$ 5,000
HOTEL OCCUPANCY TAX FUND TOTAL				\$ 16,800

ACTIVE SUPPLEMENTAL

RED LIGHT CAMERA

ORGUNIT	TITLE	PRIORITY	TYPE	AMOUNT
250-121-6999	SIDEWALKS		FACILITIES MAINT.	\$ 310,000
RED LIGHT CAMERA FUND TOTAL				\$ 310,000

ENTERPRISE FUND

ORGUNIT	TITLE	PRIORITY	TYPE	AMOUNT
600-611-6320	VMWARE HOST		HARDWARE/SOFTWARE	\$ 3,300
UTILITIES ADMIN TOTAL				\$ 3,300
600-612-XXXX	UTILITIY SERVICE PERSON		PERSONNEL	\$ 95,096
600-612-6320	INCODE UPGRADE		HARDWARE/SOFTWARE	\$ 20,000
UTILITY BILLING TOTAL				\$ 115,096
600-613-6998	2017 WATER MODELING			\$ 55,000
600-613-6409	BRUSH AND DEBRIS PAD			\$ 25,000
WATER TOTAL				\$ 80,000
ENTERPRISE FUND TOTAL				\$ 198,396

SUPPLEMENTAL TOTAL				\$ 2,164,345
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**City of Tomball
 Analysis of Ad Valorem Tax Rates
 2017-2018 Adopted 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%
2017	0.230000	0.111455	0.341455	0.00%	0.00%	0.000%
2018	0.230000	0.111455	0.341455	0.00%	0.00%	0.000%

City of Tomball
Analysis of Ad Valorem Tax Levies & Collections
2017-2018 Adopted 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	5,964,332	15.74%	0.341455	0.00%	5,556,707	93.2%
2017	6,206,307	4.06%	0.341455	0.00%	6,143,500	99.0%

ORDINANCE NO. 2017-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TOMBALL, TEXAS, ADOPTING THE BUDGET FOR THE CITY OF TOMBALL, TEXAS, FOR FISCAL YEAR 2017-2018; AND AUTHORIZING THE CITY MANAGER TO APPROVE INTRA-DEPARTMENTAL (WITHIN THE SAME DEPARTMENT ONLY) TRANSFERS OF BUDGETED FUNDS; AND AMENDING THE BUDGET FOR THE 2016-2017 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 2017-2018 was presented to the City Council of the City of Tomball on the 17th day of July 2017 and was filed with the City Secretary's Office on July 21, 2017 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 2017-2018 was published in the City's official newspaper advising citizens of the Public Hearing to be conducted on August 7, 2017 and August 14, 2017, 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, 2017, through September 30, 2018;

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, 2017, through September 30, 2018, 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 2017-2018.”** 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 2017 as fully adjusted to reflect the final Comprehensive Annual Financial Report for Fiscal Year 2017 when released, for each respective fund. The revised Beginning Fund Balance shall thereafter be used to calculate the Fiscal Year 2018 Ending Fund Balance.

Section 5.0 2016-2017 Budget Amended. That the City Council has reviewed the actual expenditures for the 2016-2017 Fiscal Year and compared them to the projections contained in the 2016-2017 Fiscal Year budget. The 2016-2017 Fiscal Year budget is hereby amended in accordance with the actual expenditures for the 2016-2017 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 14TH DAY OF AUGUST 2017.

COUNCILMAN FORD	<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 21ST DAY OF AUGUST 2017.

COUNCILMAN FORD	<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

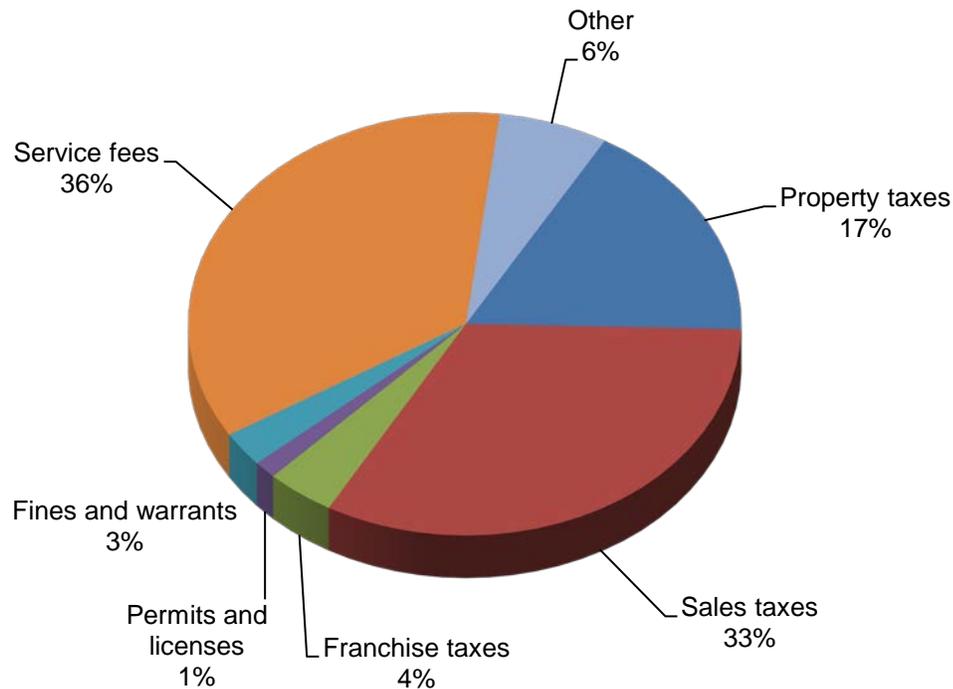
ATTEST:

Doris Speer
DORIS SPEER
City Secretary

Appendix D - Major Revenue Sources

The revenue sources described in this section account for \$37,439,847 or 71% 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 assessed taxable value as of January 1, 2017, upon which the fiscal 2018 levy is based, is \$1,738,745,206. This represents the adjusted taxable property value for FY 2017 as of August 2017. This amount is net of \$283,015,802 in exemptions representing 16% of total appraised value. This taxable value includes approximately \$150 million in value that is still under protest. The City's charter requires that the budget be

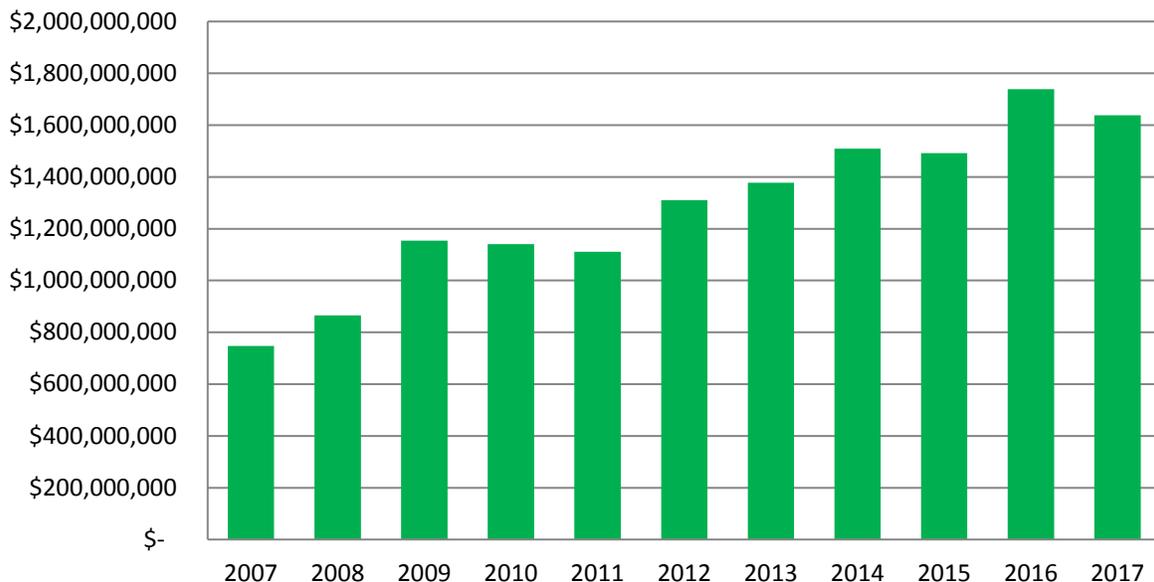
adopted at least 15 days prior to the beginning of the new fiscal year. However, since the taxable values are typically not received until late August, the tax rate is usually adopted after the beginning of the fiscal year after compliance with the “Truth –In-Taxation” process.

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, 2016 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.

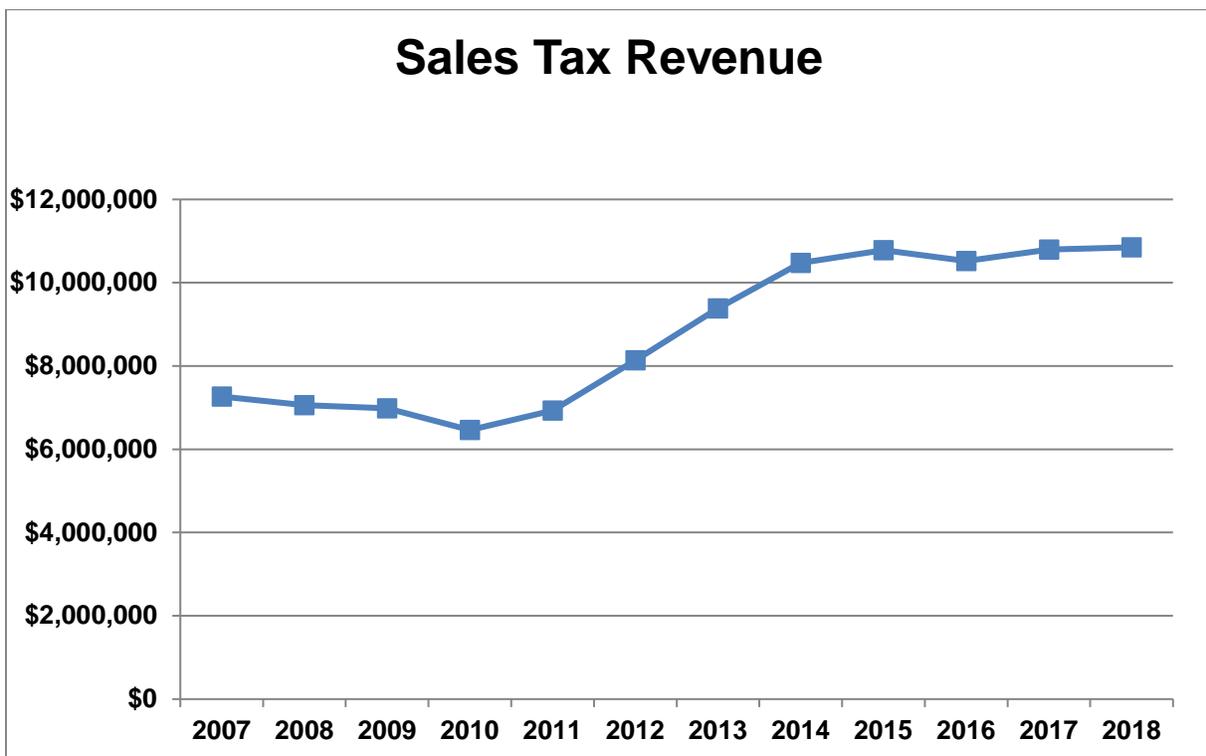
Assessed Valuation of Taxable Property



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, 2017, the City of Tomball expects to receive \$10,850,000 in sales and use tax revenue. This amount represents a decrease of \$271,317 over fiscal 2016 budgeted collections. With additional retail establishments scheduled to open during FY 2017, 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 \$43.06 and a volume charge of \$5.90 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 \$45.90.

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.

Long Term Financial Plans

The 2017-18 budget was developed in the context of long-term financial plans. The plans anticipate funding needs and available revenues and forecast methods for matching future revenues and expenses. Plans have been developed for the City's major operating funds: General, Enterprise, Debt Service and the Capital Projects Fund. Each plan presents the fund over eight fiscal years: two previous years, the City Council adopted budget for fiscal year 2018, and five projected years. There are several benefits to the planning process. First, it gives future Councils a valuable perspective when considering budgets within each plan's five year horizon. Second, the plans impart a measure of discipline on staff. They establish funding ceilings on recurring operating expenditures. Department heads present to the City Manager base budget adjustment requests. Operating budgets are increased when the City Manager approves these requests during the budget process and Council then approves the final budget for the fiscal year.

General Fund Long-Term Plan

The plan reflects the following assumptions based on historic trends and knowledge of economic conditions present when the budget was developed:

Revenues:

- Ad valorem tax rates are based on annual increases in taxable assessed value of 5%. Assessed values were shown to slightly increase each year starting in FY16 by 1-4%.
- Sales tax revenues increase by 1% per year until the economy stabilizes.
- Franchise fee revenue increases by 3% per year.
- Building permit & license revenues are shown to increase by 1% per year.
- Court fines and warrant revenues increase by 2% per year.
- Sanitation fee revenue increases by 4.5% per year.
- TEDC contributions remain constant at \$10,000 per year.
- Birth and death certificate fees remain constant at \$50,000 and Emergency Service District Fees increase by 5% per year. All other revenues increase annually by 2%.
- Interest revenues gradually decrease with decreasing fund balance and assumed decrease in interest rates.
- The Administrative reimbursement from the Enterprise Fund to the General Fund is calculated as 40% of General Fund operating expenditures for departments that provide support for Enterprise Fund operations.

Expenditures:

- Salaries (FT & PT) increase by 3% annually. Payroll deductions are calculated on increased pay.
- Property and liability insurance increases by 10% per year.
- Supplies increase by 2% per year.
- Maintenance increases by 2.5% per year.
- Services and charges category increases by 3% per year.
- No transfer from General Fund to Debt Service Fund.

Fund Balances:

- Budgeted ending General Fund balance is to be no less than 25% of operating expenditures

Debt Service Long-Term Plan

Revenues:

- Ad valorem tax rates are based on annual increases in taxable assessed value of 5%.
- No transfer from General Fund to Debt Service Fund.

Expenditures:

- The plan recognizes the debt service associated with the issuance of \$3 million in certificates of obligation in 2009 to fund multiple road and drainage projects.
- Also included is the \$ 12.5 million in certificates of obligation in 2012 for Medical Complex Dr. and the M118 Drainage channel. This issue required a \$ 0.09 cent increase in the tax rate for the Debt Service Fund.

Fund Balances:

- Budgeted ending Debt Service Fund balance is to be no less than 25% of the following year's expenditures for principal and interest on bonded debt.

Enterprise Fund Long-Term Plan

Revenues:

- Water, wastewater, and natural gas revenues are shown to increase due nominally to growth but primarily to varying percentages of rate increases depending on customer class in following recommendations made in the City's Utility Rate Study that was presented to council in May, 2009. Using the Rate Model the City received as a part of the study, rates

will be reviewed each year and adjustments will be proposed that have each utility functioning self-sufficiently and not being subsidized.

- Tap fee revenues are forecasted to increase by 2% per year.
- Reconnect fees and various revenues referred to as “other revenues” increase by 2.5% per year.
- Tomball Economic Development Corporation (TEDC) contributions remain at \$720,000 per year for debt service on bonds issued to facilitate City infrastructure projects partnered by TEDC.
- Interest revenues gradually decrease with decreasing fund balance and assumed continued low interest rates.

Expenses:

- Salaries (FT & PT) increase by 3% annually. Payroll deductions are calculated on increased pay.
- Property and liability insurance increases by 10% per year.
- Supplies category increases by 2% per year; including purchases of natural gas.
- Maintenance category increases by 2.5% per year.
- Services and charges category increases by 3% per year.
- Starting with FY 2009, the Enterprise Fund began making an Administrative Reimbursement to the General Fund per Best Financial Practices. The reimbursement in future years is based on the Long Term forecast for the General Fund.

Fund Equity:

- Budgeted ending fund equity is to be no less than 25% of operating expenses.

Net Revenues:

- Net revenues generated are to provide coverage on revenue bonds of 125% of annual debt service per bond covenants. It is a goal to provide 125% coverage on all system supported debt whether revenue bonds or certificates of obligation.

Capital Project Long-Term Plan

Included in the Capital Projects section of the budget materials are charts that summarize the City’s capital improvement program over the five year planning horizon. The charts report the timing of the projects as well as source funding.

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