

# City of Pearland, Texas Fiscal Year 2011 - 2012 Adopted Budget



## City Services





# **CITY OF PEARLAND, TX ADOPTED BUDGET**

**FOR FISCAL YEAR  
OCTOBER 1, 2011 TO SEPTEMBER 30, 2012**

**TOM REID, MAYOR**

WOODY OWENS.....COUNCIL MEMBER, POSITION 1  
SCOTT SHERMAN.....COUNCIL MEMBER, POSITION 2  
SUSAN SHERROUSE.....COUNCIL MEMBER, POSITION 3  
FELICIA HARRIS.....COUNCIL MEMBER, POSITION 4  
ED THOMPSON.....COUNCIL MEMBER, POSITION 5  
MAYOR PRO-TEM

Presented by:

**BILL EISEN, CITY MANAGER**  
**MIKE HODGE, ASSISTANT CITY MANAGER**  
**JON BRANSON, ASSISTANT CITY MANAGER**  
**CLAIRE BOGARD, DIRECTOR OF FINANCE**

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

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For the Fiscal Year Beginning

**October 1, 2010**

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Pearland, Texas, for its annual budget for the fiscal year beginning October 1, 2010. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

**CITY OF PEARLAND  
ADOPTED BUDGET FY 2012  
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**CITY OF PEARLAND, TX  
PRINCIPAL CITY OFFICIALS**

**Elected Officials**

Tom Reid	Mayor
Woody Owens	Councilmember, Position One
Scott Sherman	Councilmember, Position Two
Susan Sherrouse	Councilmember, Position Three
Felicia Harris	Councilmember, Position Four
Ed Thompson	Councilmember, Position Five, Mayor Pro Tem

**Appointed Officials**

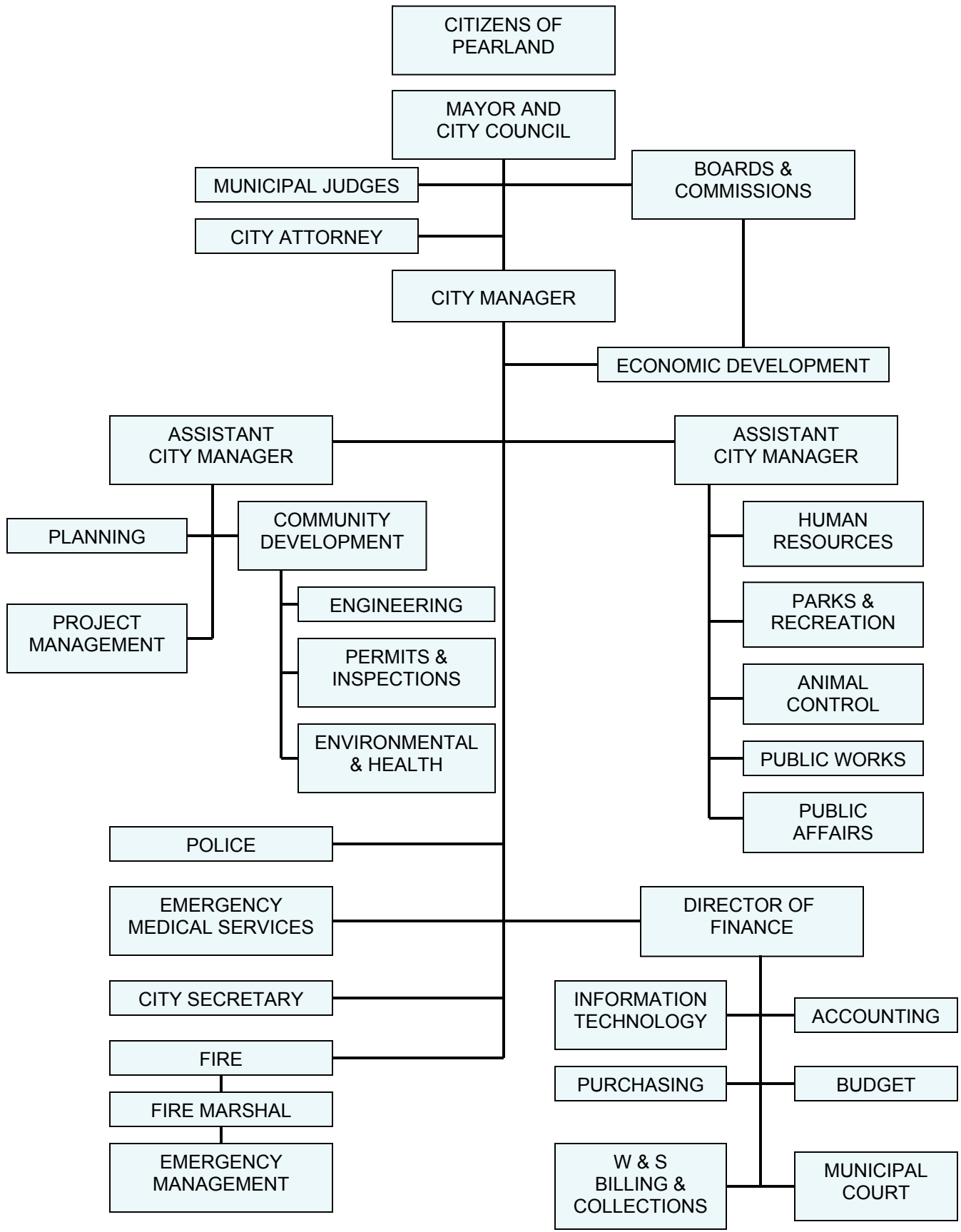
Bill Eisen	City Manager
Darrin Coker	City Attorney
Letitia Farnie	Municipal Court Judge

**City Management**

Jon Branson	Assistant City Manager
Mike Hodge	Assistant City Manager
Claire Bogard	Director of Finance
Matthew Buchanan	President - P.E.D.C.
Daniel Baum	Director of Emergency Medical Services
Young Lorfing	City Secretary
Danny Cameron	Director of Public Works
Bonita Hall	Director of Human Resources
Chris Doyle	Police Chief
Narciso Lira	Director of Community Development/City Engineer
David Whittaker	Building Official
Michelle Smith	Director of Parks & Recreation
Vance Riley	Fire Chief
Andrew Fearn	Head Librarian
Lata Krishnarao	Director of Planning
Trent Epperson	Projects Director



# CITY OF PEARLAND, TEXAS ORGANIZATIONAL CHART



## INTRODUCTION TO THE CITY OF PEARLAND, TEXAS



### “WHERE TOWN AND COUNTRY MEET”

The City of Pearland, Texas was incorporated in December 1959 and adopted a Home Rule Charter on February 6, 1971. Located across the northern end of Brazoria County and sharing a common border with Houston, Texas to the north, Pearland is the fastest growing City in Brazoria County, increasing from approximately 18,000 residents in 1990 to an estimated 97,100 in 2012. Pearland’s location, coupled with its expressed goals of long-term planned growth, is propelling the City’s rapid economic growth and development. Five major highways are accessible by Pearland residents, and the City is only six miles from Hobby Airport. The area of the City of Pearland is a total of 72.68 square miles, 47.45 of which is in the City limits, and 25.23 in the Extra-Territorial Jurisdiction (ETJ).

The City of Pearland is a home-rule City operating under a Council-Manager form of government. Policy-making and legislative authority are vested in a governing council (Council) consisting of the mayor and five other members. The Mayor and each Council member are elected at-large, and the Mayor and all other Council members hold office for a period of three years and until his/her successor is elected and qualified. Council members shall be limited to two full consecutive terms of office and there is no limitation on the office of the Mayor. The City Manager is appointed by Council and is responsible for implementation of Council policy, execution of the laws and all day-to-day operations of the City.

A full range of municipal services is provided by the City of Pearland, including public safety (police, fire and emergency medical services), animal control, solid waste, traffic operations, water and wastewater utilities, public improvements, repair and maintenance of infrastructure, recreational and community activities, general administrative services, a library through a cooperative effort of the City of Pearland and the County of Brazoria.

### Pearland’s location is one of its greatest assets

Located approximately 20 minutes from downtown Houston and less than 15 minutes from the Texas Medical Center, Pearland offers the lifestyle of a small town, but still provides easy access to the City of Houston’s theater district, and many fine restaurants.

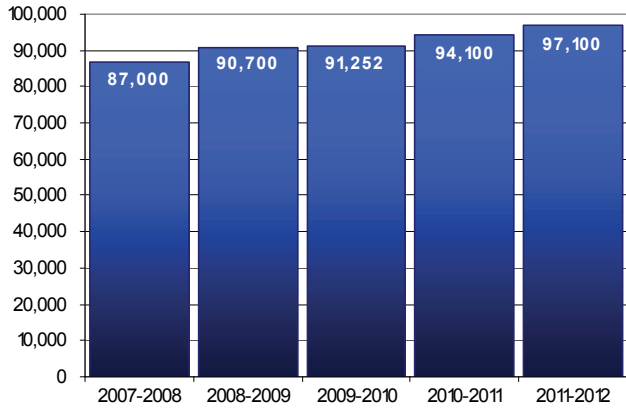
Pearland is 15 minutes from NASA’s Johnson Space Center, providing a highly educated workforce. Beltway 8, Houston’s second loop, runs along Pearland’s northern boundary. In addition, Pearland is located off State Highway 288, which is surrounded by some of the most desirable undeveloped land around Houston, as well as recently developed neighborhood and shopping districts.

For air travel, Houston’s Hobby Airport is less than 10 minutes from Pearland’s northern City limits on State Highway 35.

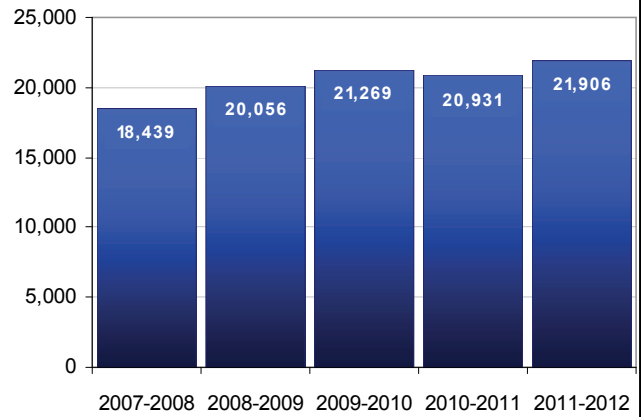


## FY 2012 ADOPTED BUDGET INFORMATION ON THE CITY OF PEARLAND

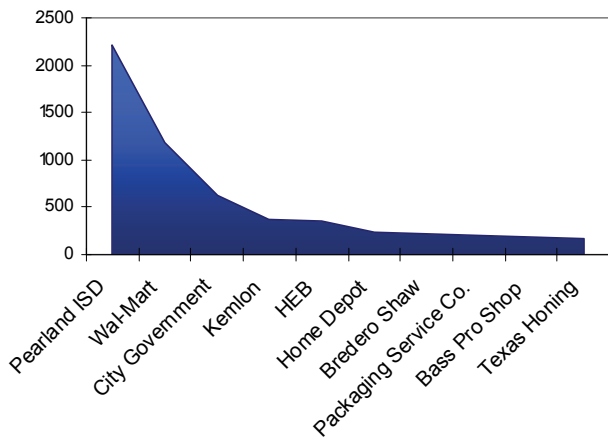
**POPULATION**



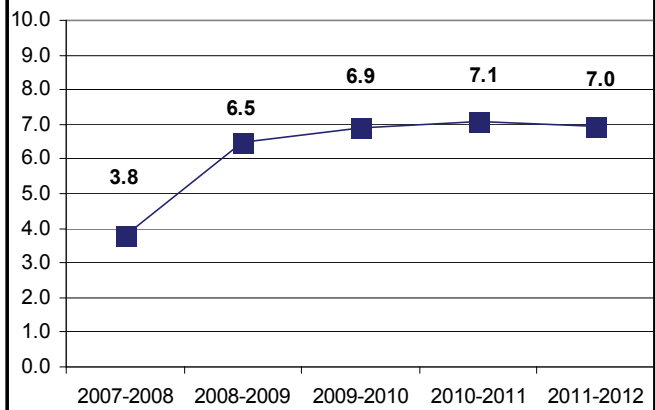
**PUBLIC SCHOOL ENROLLMENT**



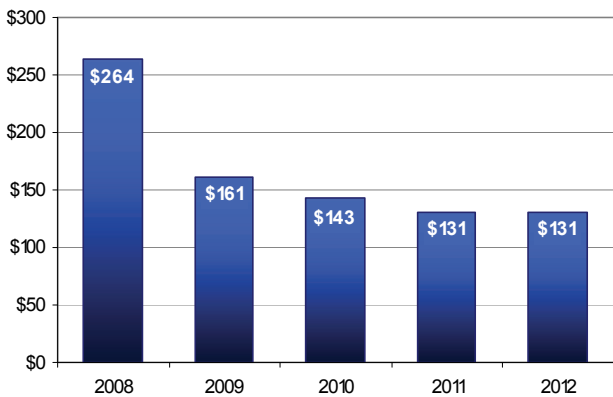
**MAJOR EMPLOYERS**



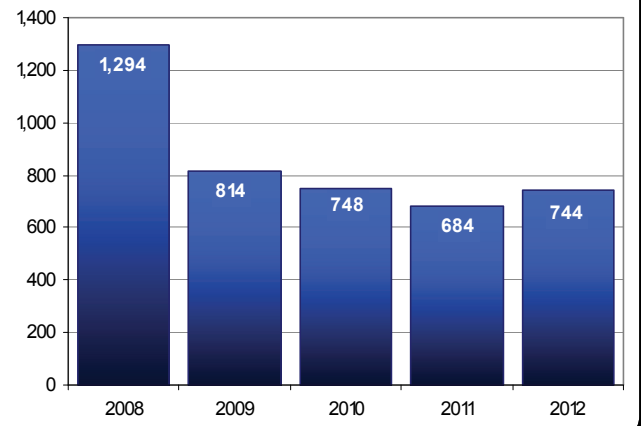
**UNEMPLOYMENT RATE**



**SINGLE FAMILY PERMIT VALUATION  
(\$ In Millions)**



**SINGLE FAMILY BUILDING PERMITS**









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## **MEMORANDUM**

**TO:** Honorable Mayor and Councilmembers  
**FROM:** Bill Eisen, City Manager  
**SUBJECT:** Adopted Budget for FY 2011-12  
**DATE:** October 1, 2011

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The Adopted Budget for the 2011-12 fiscal year accompanies this memorandum. The budget addresses goals set by the City Council as well as other challenges that will be faced in the upcoming year, including serving a growing population while limiting the financial impact of the budget on the public.

### **Introduction**

Two factors played major roles in the development of the adopted budget, the economy and the continued growth in population served by the City.

Negative economic conditions in the nation and the Houston region will continue to directly impact the City's revenues. New home starts are expected to remain at the relatively low levels experienced during the current year. A total of 744 single family building permits are projected to be issued in 2011-12. Commercial construction permit assumptions are based on a continuation of current year activity. Sales tax revenues in 2010-11 have been inconsistent when compared to the prior year. However, area economists project an improvement in the economy in the upcoming year. As a result, the budget projects an increase of 3.0% in sales tax revenue over the estimate for fiscal year 2011. Operating revenue from property taxes is expected to remain essentially unchanged from 2010-11. Based upon preliminary information received from the appraisal districts, we anticipate that the positive impact of new construction during the current year will be offset by decline in values of existing properties.

The Adopted Budget will not be impacted by the addition of multiple new City-owned and operated facilities as it was in 2010-11. However, an increase in General Fund costs will result from a full year of operating costs for Fire Station 5, rather than the nine months of cost incurred during 2010-11. There will also be some modest increases in costs due to the opening of Fire Station 6. This cost will be minimal due to the station being staffed by volunteers and due to MUD's 21 and 22 paying for most operating costs of the facility.

Even though the City will not be significantly impacted by new facilities, we will see the effects of serving an increased population, even though revenues will remain limited. In order to address these increased costs, departments were asked to identify possible budget reductions. This process resulted in reduced expenditures of \$811,103 in the General Fund, and \$56,206 in the Water and Sewer Fund.

The budget also incorporates an increase of 2.0 cents in the ad valorem tax rate. The entire increase is related to debt service, while the operating tax rate will remain at its current level.

### **Council Goals**

In March the City Council conducted its annual goal setting meeting for the year. Seven of the goals set on that date have implications for the budget process and are addressed in this document.

The Street Crimes Unit will continue to be staffed, in part because of the addition of two police officer positions on April 1, 2012.

Two pre-budget workshops were held. One provided options and sought Council guidance regarding scheduling of capital projects. The second included an economic analysis and forecast offered by an economist from the Greater Houston Partnership.

The City's 5-Year Financial Forecast has been updated to reflect area economic conditions and is included in this budget document.

A source of funding for preliminary engineering of the extension of McHard Road from Cullen Parkway to Mykawa Road has been identified and is included in the Capital Improvement Program. A workshop will be conducted with Council in the near future to discuss this issue in more detail.

City and County officials are discussing the potential to open a Westside Library storefront in the 2012-13 fiscal year. Opening the facility early in that fiscal year will require capital expenditure during 2011-12. However, those expenditures will be funded through issuance of Certificates of Obligation in 2012-13 via a notice of intent to issue future debt that will have the first payment due in 2013-14.

Continued consideration of annexation was also identified as a Council goal. Annexation of "Area 5" is still under consideration by the Council, but the staff is working with a large industrial landowner in the area to enter into an Industrial Agreement (IA). The IA would result in the area not being annexed, but the industrial user would pay 65% of the property taxes to the City that would have been paid if the annexation were to occur. The budget assumes receipt of payment of \$105,000 from this industrial user.

The continued seeking of economic development opportunities is also included in the budget. Continuation of staffing of the Pearland Economic Development Corporation and of incentives for new and/or expansion of existing businesses are included in the budget. Merit Medical Systems and Kelsey-Seybold Health Systems headquarters will be constructed during the 2011-12 budget year.

#### Other Major Issues

The City staff has continued its efforts to cut costs. Total General Fund net reductions of \$811,103 were identified and incorporated into this budget document. The following are some of the major reductions identified:

- Close the outdoor swimming pool in Independence Park. Funding for chemicals and pump operation are still budgeted so the pool could be reopened in a future year. (Net savings - \$111,626)
- Eliminate Engineering Technician position in Engineering due to reduced development activity. (\$39,248)
- Eliminate a vacant Project Coordinator position in the Projects Department due to the reduced number of capital projects underway. (\$62,722)
- Reduce asphalt overlay and street rehabilitation funded from the General Fund. \$550,000 still remains in the budget for this purpose. (\$100,000)
- Reduce General Fund expenditures for sidewalks, and utilize funds from capital project saving for this purpose. (\$100,000)
- Reduce overtime in Police Department from current year actual expenditures due to fewer projected vacant positions.
- Eliminate use of Bailey Road Campus for the year-round after school program, and operate the program only in the summer. (\$12,600)
- Discontinue overseeding of Pearland Parkway in winter months. (\$10,500)
- Utilize in-house expertise for training in the Fire Department, rather than pay outside sources. (\$18,000)
- Replace Connect CTY with a less expensive mass phone call system. (\$20,000)
- Eliminate a part-time clerk position in Municipal Court. (\$13,842)

A detailed description of cost reduction measures may be found beginning on pages 43-48. The General Fund budget includes use of \$454,724 in reserve funds for nonrecurring expenditures. Use of these funds will leave a fund balance that is \$2,936,157 over the amount required by City policy.

The Water and Sewer Fund budget includes the use of \$2,777,541 in reserve funds for capital expenditures. The use of these funds results in a fund balance of 27% of operating costs, which exceeds the City's policy of 25%.

No general pay adjustments were provided for City personnel, with the exception of civil service step raises for eligible sworn police personnel.

Increased personnel needs for the upcoming year are reflected in both the General Fund and Water and Sewer Fund budgets. New personnel in the General Fund include 11.25 full-time positions and 8 part-time positions including:

- Six (6) Full-time firefighters will be added to the Fire Department, with cost to be reimbursed from SAFER grant funds.
- Four Part-Time Lifeguards will be added to the Natatorium staff. These persons' primary assignment will be to secure the Natatorium entrance to prevent unauthorized entry by non-members. The lack of security at the Natatorium entry has resulted in significant revenue loss, and the addition of these personnel is projected to pay for itself through increased revenue.
- Two Part-Time Water Safety Instructors to conduct swim lessons will be added at the Natatorium. Participants in the lessons pay a fee and the positions are projected to be self-supporting.
- Restoring a Part-Time Recycling Center Attendant. The new contract with Waste Management will result in a reduction of \$80,000 in household hazardous waste disposal costs. A portion of the savings is utilized to restore this position which was deleted in the current year. This will allow us to reopen the facility on week day mornings.
- A Part-Time Ball Field Attendant is budgeted at no increased cost, with the transfer of funds from contracted services.
- Building Maintenance Helper. The City currently uses a contract maintenance service for preventive maintenance on HVAC systems. We have determined that we can perform this service in-house and convert to reusable filters at a price that will, in the long term, be more favorable to the City. Due to first year cost of \$17,000 for reusable filters, the first year cost of the program will increase by \$3,595. In subsequent years, the annual cost will be reduced by \$13,405.
- Two Patrol Officers in the Police Department are budgeted to be added in April. It appears that all current vacancies will be filled early in the fiscal year, and funding of these positions should result in increased police capability.
- A Crime Victim Specialist position is budgeted, to assist the existing Crime Victim Liaison, most of the cost to be reimbursed by grant funds.
- One Jailer is budgeted to be added. The position is projected to result in overtime savings that will offset the cost of the new position.
- An Administrative Clerk in Public Works is proposed to be added with 25% of the cost from the General Fund and 75% from the Water and Sewer Fund. This will be the first clerical position added in Public Works since 2004.

The Water and Sewer Fund includes 3.75 new positions. Two of the positions will be added to Water Production and will add to our capabilities in flushing lines, taking samples, and responding to water quality complaints. A portion of the Administrative Clerk referenced above is budgeted in Water and Sewer. Finally, an additional Field Service Technician is budgeted in Utility Billing to assist with meter repair and replacement.

A summary of "New Positions" and "Authorized Personnel by Department" which shows staffing changes from the current year may be found on pages 415-416.

This document includes various summaries and other types of information intended to make it easier for readers to understand. These include:

- Overviews of each fund that are provided at the beginning of the individual budgets for each fund.
- An overview of Property Tax Collections may be found on page 59.
- General Fund and Grant Highlights describing major changes in expenditures begin on page 39.



- Lists of funded supplemental and capital requests may be found beginning on page 421.
- Lists of unfunded departmental supplemental and capital requests can be found beginning on page 425.
- General fund expenditure reductions are summarized in a chart beginning on page 43. Water and Sewer reductions are itemized on page 48.

## General Fund

### Revenues

Total General Fund Revenues are budgeted to be \$51,071,229 or a 3.4% increase over the 2010-11 Amended Budget. The largest increase in revenues is in the Charges for Service category. The increase is the result of higher TIRZ administration fees and in Parks and Recreation fees, more specifically, membership fees at the Natatorium/Recreation Center. The TIRZ administration fee is projected to increase due to higher assessed value in the TIRZ and an increase in the Debt Service Component of the tax rate.

Sales tax is budgeted to increase by 3%, or \$392,965, over the current year. While sales tax revenues compared to the comparable month in the prior year have been somewhat inconsistent, information from area forecasts suggests continued improvement in the Houston economy in the upcoming year.

Fines and forfeitures are budgeted to increase by \$161,790 over the current year projections, primarily due to expected filling of a second Warrant Officer position.

The General Fund Property Tax revenue will increase by \$430,793. The General Fund receives revenue directly from property taxes as direct property tax payments for parcels outside TIRZ #2. It also receives a payment from TIRZ #2 in the form of an Administrative Fee, which is based upon 64% of property taxes paid by TIRZ properties. A comparison of the current and the 2012 property tax revenue to the General Fund is as follows based on a 98% collection rate:

	<b><u>2011 Levy/Admin Fee</u></b>	<b><u>Projected 2012 Levy/Admin Fee</u></b>	<b><u>Difference</u></b>
General Fund	\$10,414,223	\$10,480,519	\$ 66,296
TIRZ	<u>\$ 5,568,702</u>	<u>\$ 5,933,199</u>	<u>\$ 364,497</u>
	\$15,982,925	\$16,413,718	\$ 430,793

### Expenditures

Despite the downturn in the economy, the City's population continues to grow, albeit at a slower pace than in the prior decade. The estimated increase in population from the 2010 Census to 2011 is 1,548 or 1.7%. The \$454,457, or 0.9%, increase in General Fund expenditures is lower than that percentage increase in population.

The General Fund Budget includes an addition of twelve full-time positions, seven of which will be funded by grants, and two by either a reduction in overtime costs or elimination of a contract with an outside firm. The costs of one position, the Public Works Administrative Clerk, will be funded only partially (25%) from the General Fund, with the balance of the cost budgeted in the Water and Sewer Fund.

Of the 8 part-time positions to be added, six will be funded by additional revenues directly associated with the positions, one will be funded by use of funds previously used for contract labor, and one will be added with funds resulting from the garbage contractor taking over responsibility, therefore the cost, for disposal of household hazardous waste.

During the current year, no merit raises were funded due to financial restrictions. Economic conditions remain difficult so there is no merit increase for employees in fiscal year 2012. Funds are budgeted for step increases for eligible civil service employees' step increases.

The area of largest increase in the General Fund is Public Safety. There is a 6.2% increase in this category. The primary reasons for this increase are six new Firefighters, to be reimbursed by a SAFER grant, four additional personnel in Police, replacement of 12 vehicles in Police, replacement of a Fire Department pumper and an additional vehicle in Fire, and replacement of one ambulance and remounting of one ambulance in EMS. All of the vehicle replacements will be funded through issuance of short term debt.

Continued emphasis on street and sidewalk repair is incorporated into the budget. Savings from recent TxDOT sponsored projects is budgeted to be transferred to the General Fund to be utilized for street rehabilitation (\$550,000) and sidewalk repair and replacement (\$331,072).

Use of \$454,724 in General Fund reserves is budgeted. These funds will be utilized for such non-recurring purchases as the fire station alerting system (\$56,738) and a bi-directional antenna for improved radio and cell phone service in the Public Safety Building (\$82,779).

### **Water and Sewer Fund**

#### Revenue

The Adopted Budget results in no change in Water and Sewer rates for 2011-12. Current rates are projected to be adequate to fund operations, capital needs, and coverage requirements for debt payments. A combination of drought conditions during 2010-11 and cash generated by bond coverage requirements has put the fund in a very good position to fund a number of capital acquisitions and expenditures with cash on hand rather than by sale of bonds.

#### Expenses

Expenses include a number of capital items and major maintenance projects that will be paid for through cash on hand. These and other new expenditure items are listed on page 275-276.

Although the City is implementing a unidirectional flushing program (UFD), the City still receives an unacceptable level of complaints regarding water quality. The budget addresses this issue in two ways. In prior years the City has implemented one phase of the UDF per fiscal year. The budget includes funding to complete one phase in 2011-12, but also to initiate and complete to the approximate 50% level an additional phase of the program. In addition, two new personnel in the Water Production Division are budgeted. These new personnel will concentrate on water sampling and flushing dead-end lines where the vast majority of water quality complaints are generated.

The Water and Sewer Fund will share, along with the General Fund, in the cost of an additional Administrative Clerk position. Despite the growth in overall staffing and number of work orders handled by Public Works, no clerical positions have been added to the budget since 2004.

An additional Service Technician in Utility Billing to assist with meter repair and replacement is included in the adopted budget.

### **General Obligation Debt Service**

The Debt Service Tax Rate is budgeted to increase by \$.02, to a total debt service tax rate of \$.4700. In addition to property tax revenues, this budget also includes utilizing funding from the following sources to make debt payments during 2011-12:

- Payments from the University of Houston – Clear Lake, PEDC, and the General Fund to pay debt service costs associated with the U of H building.
- Remaining bond funds from the Pearland Parkway Construction project will be utilized to pay debt service on the bonds sold to construct the project.
- The budget also includes a planned drawdown of fund balance in the amount of \$914,498. This planned drawdown will still result in a fund balance that is over the City policy by \$1,391,300.

The budget is based on delaying a number of projects and the sale of bonds to finance those projects. As such, the budget includes the sale of \$4 million in General Obligation bonds for four projects – Hickory Slough Detention, Max Road Soccer Complex, Shadow Creek Ranch Sports Complex design, and intersection improvement and a traffic signal at CR403 and CR94. One project, a Westside Library Storefront, will be funded from future bond sales in 2012-2013 via a Notice of Intent to Reimburse from future bonds.

### **Pearland Economic Development Corporation**

The primary source of revenue for this fund is the ½ cent sales tax levied to support the Corporation. The budget assumes the same 3% increase as the General Fund in this revenue source.

Expenditures include projected incentives of \$3,142,500 which includes payments to CSI and Merit Medical Systems and a contingency for opportunities that may arise during the year.

### **Other Funds**

#### Hotel/Motel Tax Fund

The budget funds the continuation of the contract with the Destination Marketing Division of the Chamber of Commerce. It also includes a rebate of 71% of Hilton Garden Inn's taxes for the hotel's conference center.

#### Police State Seizure Fund

The budget includes purchase of 10 laptops for police functions, and various other items of equipment used to support police efforts.

### **Conclusion**

I would like to thank the department heads and their staff for development of the budget proposals that they submitted as part of the annual budget process. In addition, I would like to express my appreciation to Assistant City Managers Branson and Hodge for their assistance in the review of department submittals.

I especially want to recognize the efforts of Director of Finance Claire Bogard, Budget Officer June Ellis, and Budget Analysts for their efforts throughout the budget process and for the production of this document.

Respectfully Submitted,



Bill Eisen

City Manager

**CITY OF PEARLAND, TEXAS  
CITY COUNCIL  
STRATEGIC INITIATIVES FOR FISCAL YEAR 2011-2012  
AND BUDGET IMPLICATIONS**

I. Public Safety

A. Police Department

- Continue to focus on crime prevention initiatives.
  - ◊ Budget includes target of increasing Crime Watch programs in neighborhoods by 10%, expanding recruitment to increase enrollment in Citizens Police Academy and offering Advanced classes.
- Focus on proactive public communication regarding comparative statistics, services offered and results achieved.
- Continue to focus on staffing the Street Crime Unit.
  - ◊ Two additional police officers included in budget.

II. Finances

A. Ensure Financial Policies are sound.

B. Continue to communicate through regular "State of the Finances Snapshot" Workshops.

- ◊ Snapshots held quarterly.
- Continue to implement proactive ways to share information with citizens.
  - ◊ Web-site, Pearland-in-Motion Articles, Newspaper.

C. Continue effective approach to Budget preparation including a series of pre-budget workshops presenting comparative data from internal and external sources to understand impact of trends on revenue base.

- ◊ Pre-budget workshops were held in June for preliminary view of the budget, and 5-year Forecasts of the General Fund, Debt Service Fund and tax rate implications.
- ◊ Greater Houston Partnership gave presentation on economic outlook.

D. Take strategic approach to issuance of debt.

- Include impact of debt ratio as part of each consideration.
- Clarify whether consideration is from funded or "new" money.

E. Continue to improve content of fiscal information in Executive Summaries for Council Agenda Items.

- ◊ 5-Year forecast presented pre- and during Budget Workshops.

F. Continue to identify and plan for "worst case scenarios" in Financial Forecasting.

G. Continue to explore opportunities to contract services.

- ◊ Committee was established and is finalizing results of study for FY 2013 budget development process.

H. Survey health benefits to determine if we are consistent with benefits offered by other cities.

- ◊ Workshop was held in December 2011.

III. Transportation

A. Continue to efficiently execute the plan which is in place.

- ◊ FY 2012 Capital budget totals \$1.0 million with one 5-Year CIP totaling \$103.9 million.

B. Continue to build relationships with all stakeholders and actively lobby Elected Officials/TxDOT to ensure Pearland's priority transportation interests/needs are met.

- Impact of Port of Freeport on Highway 288.



**CITY COUNCIL  
STRATEGIC INITIATIVES FOR FISCAL YEAR 2011-2012  
AND BUDGET IMPLICATIONS (continued)**

- C. Consider preliminary engineering on McHard Road 5-mile gap corridor.
  - ◇ PER budgeted in 2012 for \$807,000 for road and Water-Sewer component.
- D. Bring back 1128 for discussion.
- E. Staff take a proactive role in aggressively pursuing funding sources for regional transportation projects and enhancing effective communication between the City and funding/political entities to secure support and funding for Pearland's transportation needs.
  - ◇ 5-Year CIP includes \$23.9 million in TIP funding for transportation projects.
- IV. Westside Library
  - A. Explore partnering with private sector.
    - Consider changing trends in methods/use when evaluating the type of facility needed.
      - ◇ FY 2012 Capital project budget includes build-out of and equipment for a west side Library Store Front to serve increased population in this high-growth area of the City, \$550,000.
- V. Capital Improvement Projects
  - A. Determine priorities through the Budget Process.
    - Emphasize operations and maintenance (O&M) impact of projects.
- VI. Land Use/Annexation Plans
  - A. Continue to discuss/evaluate annexation.
    - ◇ Workshops held in October and November 2011.
    - ◇ Annexation of 19 acres pending and anticipated to be complete Summer 2012.
  - B. Continue public information process with focus on two-way communication.
- VII. Economic Development
  - A. Continue to look for economic opportunities to remain in pursuit of future goals.
    - ◇ Budget of \$3.3 million in business development incentives to recruit employers and developers to the City and encourage expansion of existing businesses.
    - ◇ FY 2012 includes \$578,050 for Marketing and Industry Recruitment and Retention Programs.
- VIII. Regional Detention
  - A. Conduct a workshop to review/re-evaluate long-term strategy.
- IX. Parks / Recreation
  - A. Conduct workshop on data and finances related to the Recreation Center.
    - ◇ Council memo distributed Summer 2011.
- X. Animal Control Services
  - A. Present a plan to conduct a comprehensive review of all ordinances.
    - ◇ New ordinances created and submitted for review.
    - Consider Impact from annexed areas.
  - B. Explore feasibility of a Westside facility.
- XI. Other
  - A. Develop Comprehensive Communication Strategy to tell "Pearland's Story."

## FY 2012 BUDGET READER'S GUIDE TO THE BUDGET

The Fiscal Year 2011-2012 budget document has been prepared and presented in an effort to comply with the guidelines and recommendations of the Government Finance Officers Association of the United States and Canada (GFOA) Distinguished Budget Presentation Awards Program. In order to be considered for the budget award, the following four areas must be included in the budget presentation: (1) the budget as a policy document, (2) the budget as a financial plan, (3) the budget as an operations guide, and (4) the budget as a communications device. A brief explanation of these criteria is presented below.

**The budget as a policy document.** This involves including a statement (or statements) of budgetary policies, goals and objectives for the year and also an explanation of the budgeting process to the reader. Goals and objectives are an integral part of this document, which we believe satisfy this requirement.

**The budget as a financial plan.** This criterion involves including an explanation of the financial structure and operations of the City. The City's major revenue sources and fund structures are defined and amplified. The budget contains an all-inclusive financial plan for all funds and resources of the City, and also includes a five-year financial forecast. Included are projections of financial condition at the end of the fiscal year, projections of financial activity, and historical comparisons. The budget also presents a consolidated picture of all operations and financing activities in a condensed format. An explanation of the budgetary accounting basis (cash basis, modified accrual basis, or other acceptable method) was employed in the development of the budget. The budget summary section, as well as the various fund and department summaries, satisfies this requirement.

**The budget as an operations guide.** This criterion involves explaining the relationship between organizational units (departments) and programs. An organizational chart, description of the departmental organizational structure with staffing levels, and historical comparisons of staffing levels are therefore included. Explanations of how capital-spending decisions will affect operations are offered. These issues are addressed throughout the document.

**The budget as a communications device.** The budget document is available to the public at the City Secretary's Office in City Hall and at the Pearland Branch Library, as well as on the City's website. We also provide summary information suitable for use by interested citizens and/or the media. As much as possible we have avoided the use of complex technical language and terminology. Efforts are made to explain the basic units of the budget, including funds, departments or activities, and disclosing sources of revenues and explanations of revenue estimates and assumptions. This information is contained in the transmittal letter and budget summary sections.

In summary, each of the above four criteria is recognized by the GFOA as an integral part of any budget document in order to convey to the reader the goals and objectives the City will address during the year, and how those goals and objectives will be met and measured. We have attempted to present these goals and objectives to the reader in such a manner that any reader, regardless of the reader's financial background or knowledge, will be able to gain a basic understanding of them.

### **Organization of the Budget Document**

**Introduction Section** includes the Table of Contents, a List of Principal City Officials, the City's Organization Chart, an Introduction to the City, and City Demographics and Statistics.

**Transmittal Letter Section** includes the City Manager's budget message to City Council.

**Overview Section** includes City Council Goals, the Reader's Guide to the Budget, and the fiscal year 2012 Budget Calendar.

**Comprehensive Financial Management Policies** includes statements assembling all of the City's financial policies into one document. These statements are the tools used to ensure that the City is financially able to meet its current and future service needs. The individual statements contained within serve as guidelines for both the financial planning and internal financial management of the City.

**Highlights** includes descriptions and financial and staffing impact of new programs, services and buildings, as well as significant changes to existing programs, revenue enhancements, and major reductions.

**Trends & Financial Summaries Section** includes General and Water & Sewer Funds revenue and expenditure trends, as well as summaries for All Funds-Revenues and Expenditures, Summary All Funds-Fund Balance and Cash Equivalents, individual analysis of Fund Balance and Cash Equivalents of Special Revenue, Governmental Capital Projects, Proprietary and Component Units.

**Property Tax Section** includes an overview of the City's property taxes, levy and collections for fiscal year 2012. The effective tax rate calculation as required by State law is also included. Historical Assessed Valuation, Taxes Levied and Taxes Collected, along with Tax Rate Distribution and Principal Taxpayers information are in this section.

**Debt Service Fund Section** includes an overview of the General Obligation Debt Service Fund. Revenue and expenditure summaries are followed by revenue and expenditure detail. Governmental and General Debt Schedules are included, with a government debt to maturity graph.

**General Fund Section** includes an overview comprised of revenue, expenditure and fund balance information. A revenue detail report is provided, followed by an expenditure summary for all general fund departments by function. An expenditure and staffing summary by department precedes each functional area followed by a department overview with key budget items, department expenditure and staffing summary, mission statement, organization chart, goals, accomplishments and objectives, and performance measures.

**Enterprise Fund Section** includes an overview of the Water & Sewer Fund that includes a revenue and expense summary and beginning and ending cash equivalents. A report on revenue detail and an expense and staffing summary by department is followed by the departmental budgets. An expense and staffing summary by department precedes each functional area followed by a department overview with key budget items, department expense and staffing summary, mission statement, organization chart, goals, accomplishments and objectives, and performance measures.

**Capital Project Funds Section** includes a brief description of the Capital Projects with revenue totals and expenditure detail by project. Also included is the impact of capital projects on operations.

**Special Revenue Funds Section** includes information on the Special Revenue Funds. Each fund includes operating revenues and expenditures, with beginning and ending fund balances. Revenue detail is included along with associated graphs.

**Internal Service Fund Section** includes an overview describing the Property Liability Insurance Fund. The revenue and expenditure detail for this fund is also included.

**P.E.D.C. Section** includes a description of Component Units, and an overview of the Pearland Economic Development Corporation (P.E.D.C.), a mission statement, organization chart, goals, objectives and performance and activities measures, followed by an expenditure and staffing summary by department that includes key items in the budget or new positions and departmental staffing chart, an operating revenue and expenditure summary, with beginning and ending fund balances, and detail revenue report, with debt to maturity schedules and graph.

**Five-Year Forecast** includes the financial forecast for the City of Pearland over a five-year timeframe, and is a comprehensive, integrated forecast of the City's Debt Service (DS) Fund, General (GF) Fund, Water and Sewer (W&S) Fund, and Pearland Economic Development Corporation (PEDC).

**Appendix Section** includes new personnel funded, staffing chart and graphs, the General Fund and Water & Sewer Fund supplemental and capital requests funded and not funded, supplemental and capital requests funded from other funding sources. The General City and Police, Fire and EMS Pay Plans, and the City's charter and adopted budget and tax ordinances are also included.

**Glossary Section** includes the glossary and acronyms.

## **BUDGET OBJECTIVES AND PHILOSOPHY**

### **BUDGET OBJECTIVES**

The FY 2012 budget has been prepared in an effort to clearly communicate to the citizens and staff of the City the overall policies and goals of the City Council and City Management and who we are and what we do, thereby enabling the reader to gain valuable information about the City without requiring detailed accounting or budgetary knowledge. The budget document includes descriptions of various activities and programs (departments) of the City, and comparative performance indicators for each program or activity, where available.

### **BUDGET PHILOSOPHY**

Budget philosophy varies from organization to organization, depending upon the local needs and concerns of the citizens. Other factors also affect budget philosophy, such as the state of the local economy, the needs of the organization, the demands of the public for increased services, unfunded mandates and requirements of federal and state regulatory agencies. The budget prepared by the City takes a conservative perspective with regard to both revenues and expenditures. Although historical comparison and trends are very useful, current data and trends will sometimes take precedence over prior year trends. This means budgeting from a "conservative" perspective in that revenues are often anticipated either at or slightly above prior levels, unless there are other known factors that will significantly affect anticipated revenues. In addition, expenditures are also estimated conservatively (i.e., allowances are projected regarding cost increases or unanticipated expenditures). As a result, over the years this method has resulted in substantial increases in actual fund reserves when compared to budgeted or projected fund reserves. The City continues to use this method of budgeting rather than use unreasonable projections, which could have an adverse impact on the City's reserves.

## **BASIS OF BUDGETING AND ACCOUNTING**

The financial information presented in the FY 2012 budget is similar to information presented in previous budget documents. The accounting and financial treatment that applies to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

### **BASIS OF BUDGETING**

#### **GOVERNMENTAL FUNDS**

The governmental fund types use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are budgeted when they are measurable and available and expenditures are budgeted in the period in which the liability is incurred, which is in accordance with Generally Accepted Accounting Principles. "Measurable" means the amount of the transaction can be determined and "available" means the collectible period. The City considers the majority of its major revenues as available when collected. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as liabilities when due.

Those revenues susceptible to accrual under the modified accrual method are property taxes and other taxes, intergovernmental revenue, and interest revenue. Licenses and permits, including fines and forfeitures revenues, are not susceptible to accrual because generally they are not measurable until received in cash.

The fund balance approach of governmental funds or working capital approach can be identified as current assets less current liabilities. Governmental funds budget capital outlays as expenditures, but do not budget for non-cash expenditures such as accruals for sick and vacation liabilities and depreciation.

#### **PROPRIETARY and INTERNAL SERVICE FUNDS**

The Water and Sewer Enterprise Fund, Solid Waste Fund, and Property Insurance Fund are budgeted using a flow of economic resources, which is similar to the accrual basis of accounting, with exceptions listed below. Available balances are determined using the cash equivalent approach: cash + investments + accounts receivable + prepaid expenses – accounts payable = cash equivalent available.

- Revenues are budgeted in the period they are earned and measurable,
- Expenses are budgeted in the period in which the liability was incurred,
- Depreciation of assets is not budgeted,
- Capital outlay is budgeted as an expense in the year purchased,
- Principal payments are budgeted as an expense rather than a reduction to the liability,
- Proceeds from bond sales are budgeted as revenue,
- Transfer of bond proceeds to the Capital Projects Fund is budgeted as an expense.

### **BASIS OF ACCOUNTING**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental and fiduciary funds are accounted for using the modified accrual basis. Revenues are recognized in the accounting period when they are measurable and available. Revenues subject to accrual include interest income and charges for services. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable. Capital outlays are recorded as additions to fixed assets at fiscal year-end and the cost of those assets are depreciated over their estimated useful lives for the government-wide financial statements.

All proprietary funds are accounted for on an accrual basis. Revenues are recognized in the period in which they are earned and become measurable, and expenses in the period in which they are incurred and measurable. Proprietary funds also record depreciation and amortization. Payment of principal is recorded as a reduction to the long-term liability.

### **GOVERNMENT-WIDE FINANCIAL STATEMENTS (GASB 34)**

The City of Pearland fully implemented government-wide financial statements with the year ended September 30, 2007. The government-wide statements present information about the City in a manner similar to those used by private sector companies. These statements include all assets and liabilities on an accrual basis of accounting, which is similar to the basis of accounting used by most private sector entities. The City has realized no impact to the annual budget based on the new reporting model.

## **BUDGET PROCEDURES**

The budget process begins with the distribution of budget instructions to the department heads. Each department receives worksheets for its respective operations, personnel requirements, and capital outlay. The budget worksheets for the departmental operations contain: 2-prior year actuals, current year original budget, current year amended budget, current year actuals to date, current year projected expenditures, next fiscal year base budget, next fiscal year supplemental request, next year total request and % change. This financial information is to be used by the department heads as a guide to complete the proposed budget. It is assumed that the prior year's financial needs are a good indicator of future base financial needs and the budget is projected on this basis.

Using the budget worksheets, each department head projects the financial needs of their department. Supplemental requests for capital, annexation, growth and development or other items that don't fit within normal operating budgets are requested and justified separately. Upon completion of the proposed budget, each department head then meets with the City Manager and Director of Finance to review their budget. During this meeting, the budget is refined and adjustments made.

The City Manager and Director of Finance prepare the revenue budget. Property tax revenue is budgeted using data provided in the preliminary or certified tax rolls received from the Brazoria, Fort Bend and Harris County Appraisal Districts. All other revenues are budgeted with the use of comparative financial information provided by the prior year's actual revenue, current year estimated revenue, and known factors that may affect receipt of revenue.

The City Manager and Director of Finance then submit a balanced budget of expenditures and revenues to the City Council for review through a series of budget workshop sessions.

The following procedures are followed for formal adoption of the budget:

1. The City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1, which must be adopted by the last regularly scheduled Council meeting of September. The operating budget includes proposed expenditures and the means of financing them.
2. Public notices and hearings are conducted pursuant to state law.
3. The budget is legally enacted through passage of an ordinance.
4. The legal level of control is the total approved budget for each fund.
5. All funds are included in the budget development process and submitted to the Council for adoption each year and are monitored by department administrators and budget analysts during the year. These funds include the General Fund, Capital Improvement Fund(s), Special Revenue Funds, Debt Service Funds, Water and Sewer Fund, Solid Waste Fund, Property/Liability Insurance Fund, and Economic Development Corporation Fund.
6. Operating fund appropriations lapse at year-end.
7. See the Pearland City Charter, Article 8, in the Appendix section for further budget procedures and rules for the adoption of the budget.

## **PROCEDURE TO AMENDING THE BUDGET**

### **EMERGENCY APPROPRIATIONS:**

At any time in any fiscal year, the Council may make emergency appropriations to meet a pressing need for public expenditure, for other than regular or recurring requirements, to protect the public health, safety or welfare. Such appropriations shall be by ordinance adopted by the majority vote of the Council members at one special or regular meeting.

### **TRANSFER OF APPROPRIATIONS:**

At any time during the fiscal year, the City Manager may approve an amendment to the budget that transfers part or all of any unencumbered appropriation balance among programs within a department, division, or office, upon written request by department heads. The City Council must approve any budget amendments that increase the appropriation for any fund.



## BUDGET CALENDAR for FY 2011-2012

Distribution of Budget packets to Directors/Department Heads by Finance.....	March 9
Budget Training Workshop.....	March 10
Budget requests submitted to Finance Department with all supporting documents.....	April 11
Preliminary revenue estimates issued by Finance for current and next fiscal year.....	April 29
Finalize preliminary income statements for General Fund and Debt Service Fund. Review with Management.....	week of May 16
Update Water/Sewer Rate Model.....	week of May 23
Discussion of Budget Requests with Departments.....	May 31-June 10
Complete and update Final Payroll information.....	June 13
Review funding requests, impact on funds, pare down list.....	June 14-17
Review all funds and totals with City Manager.....	June 21-27
Final adjustments made and budget submitted to City Manager.....	June 30
Appoint Brazoria County Tax Assessor, Ms. Ro'Vin Garrett, to calculate and publish the effective tax rate and rollback tax rate for Tax Year 2010.....	July 11
Finalize budget, write Transmittal Letter, Budget packets prepared, agenda and PowerPoint prepared.....	July 6-25
City Manager's recommended budget filed with the City Council.....	July 25
City Council's acceptance of: (1) Certified Tax Roll for Brazoria County for the City and (2) associated new construction value.....	August 1
City Council Budget Workshop #1.....	August 1
City Council Budget Workshop #2.....	August 8
Send Notice of Effective Tax Rate to paper.....	August 23
City Council Budget Workshop #3.....	August 15
City Council to set dates for:	
a. Public Hearings on Budget and Order publication (Charter Requirement).....	August 8
b. Public Hearings on Tax Rate, if required, and dates on which the tax rate will be voted upon.....	August 22

## BUDGET CALENDAR for FY 2011-2012 (continued)

Mission/Goals/Performance Measures due .....	August 15
Send to Pearland Reporter News the "Notice of Public Hearing on Tax Increase" for publication; put on City's website and Municipal Channel .....	August 30
City Council Budget Workshop #4 .....	August 22
First Public Hearing on the Budget .....	August 22
City Council Budget Workshop #5 .....	August 29
Second Public Hearing on the Budget .....	August 29
Vote on Tax Increase .....	August 29
First Public Hearing on Tax Rate .....	September 6
Second Public Hearing on Tax Rate .....	September 12
First reading of ordinance to adopt the 2011 tax rate** First reading of ordinance to adopt a revised current year budget and FY2012 budget .....	September 19
Send "Notice of Tax Revenue Increase" to Pearland Reporter News for publication; put on City's website and Municipal Channel .....	September 14
Second and final reading of ordinance to adopt the 2011 tax rate Second and final reading of ordinance to amend current year budget Second and final reading of ordinance to adopt FY2012 budget .....	September 26
Separate vote to ratify the property tax increase reflected in the budget .....	September 26
Adoption of Capital Improvement Program (CIP) .....	September 26

**\*The meeting to vote on the tax rate must take place no less than three days and no more than fourteen days after the second public hearing.**

**The City of Pearland Charter requires that the City's annual budget must be adopted by the last regularly scheduled Council meeting in September.**



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**CITY OF PEARLAND, TEXAS**  
**COMPREHENSIVE FINANCIAL MANAGEMENT POLICY STATEMENTS**

SEPTEMBER 2011

## **Comprehensive Financial Management Policy Statements**

### **Purpose**

The Comprehensive Financial Management Policy Statements assembles all of the City's financial policies into one document. These statements are the tools used to ensure that the City is financially able to meet its current and future service needs. The individual statements contained herein serve as guidelines for both the financial planning and internal financial management of the City.

Municipal resources must be wisely used to ensure adequate funding for the services, public facilities, and infrastructure necessary to meet immediate and long-term needs. These policy statements safeguard the fiscal stability required to achieve the City's objectives and ensure long-term financial health.

### **Objectives**

- A. To guide City Council and management policy decisions that have significant fiscal impact.
- B. To employ balanced revenue policies that provides adequate funding for services and service levels.
- C. To maintain appropriate financial capacity for present and future needs.
- D. To maintain sufficient reserves so as to maintain service levels during periods of economic downturn.
- E. To promote sound financial management by providing accurate and timely information on the City's financial condition.
- F. To protect the City's credit rating and provide for adequate resources to meet the provisions of the City's debt obligations on all municipal debt.
- G. To ensure the legal use of financial resources through an effective system of internal controls.
- H. To promote cooperation and coordination with other governments and the private sector in financing and delivery of services.

I.  
ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

Maintain accounting practices that conform to generally accepted accounting principles and comply with prevailing federal, state, and local statutes and regulations. Provide for, prepare and present regular reports that analyze and evaluate the City's financial performance and economic condition.

**A. *Accounting Practices and Principles***

The City will maintain accounting practices that conform to generally accepted accounting principles (GAAP) as set forth by the Governmental Accounting Standards Board (GASB), the authoritative standard setting body for units of local government. All City financial documents, except monthly interim financial reports, including official statements accompanying debt issues, Comprehensive Annual Financial Reports and continuing disclosures statements will meet these standards. Monthly interim financial reports are on a cash basis and will be reported as budgeted. At year-end, the general ledger and financials will be converted to GAAP and GASB.

**B. *Financial and Management Reporting***

1. Interim Financial Reports will be provided monthly to management and City Council that explain key economic and fiscal developments and note significant deviations from the budget. These reports will be distributed monthly by the end of each month for the prior month.
2. Quarterly, departments will report on program measures and indicators as compared to target and last year to Finance. A quarterly report will be submitted to the City Manager, highlighting significant variations.
3. As an additional independent confirmation of the quality of the City's financial reporting, the City will annually seek to obtain the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting.

**C. *Annual Audit***

1. Pursuant to State Statute, the City shall have its records and accounts audited annually and shall have an annual financial statement prepared based on the audit. The audit shall be performed by certified public accounting (CPA) firm, licensed to practice in the State of Texas. The annual financial statement, including the auditor's opinion, shall be filed within 180 days after the last day of the City's fiscal year. The audit firm shall also provide a Single Audit of Federal and State grants, when necessary. An official Comprehensive Annual Financial Report (CAFR) shall be issued no later than six (6) months following the end of the fiscal year. The Director of Finance shall be responsible for establishing a process to ensure timely resolution of audit recommendations.
2. ***Audit Committee***  
The Mayor shall appoint or confirm the audit committee, consisting of at least three members of the City Council, with the Mayor being one of the members. The primary purpose of the audit committee is to assist City Council and the City Manager in fulfilling oversight responsibilities for financial reporting, audit processes, and effective internal control systems. The City shall maintain an Audit committee charter which outlines the duties and responsibilities of the audit committee.
3. ***Annual Financial Disclosure***  
As required by the Securities and Exchange Commission (SEC) Rule 15c2-12, the City will provide certain annual financial information to various information repositories through disclosure documents or set of documents that include the necessary information. This will include any periodic materials event notices as required by the SEC.

**D. *Signature of Checks***

Pursuant to the City Charter, all checks shall have two signatures, signed by the City Manager or Mayor and countersigned by the City Secretary, or the City Treasurer, or one member of Council. City Treasurer is further defined as the Director of Finance. Signatures shall be affixed on all City checks via facsimile signatures, either with a signature plate used with a check signing machine or with a secure laser check printing system. Component unit check signers are officers elected by the board, where applicable. Component unit's checks shall also have two signatures.



E. *Compliance with Council Policy Statements*

The Financial Management Policy Statements will be reviewed bi-annually and updated, revised or refined as deemed necessary. Policy statements adopted by City Council are guidelines, and occasionally exceptions may be appropriate and required. Exceptions will be identified, documented, and explained to City Council and/or the City Manager.

II.

BUDGET AND LONG RANGE FINANCIAL PLANNING

A. *Balanced Budget*

The City Manager shall file annually, a structurally balanced budget for the ensuing fiscal year with City Council pursuant to the prevailing state and local law. A structurally balanced budget is further defined as recurring revenues funding recurring expenditures and adherence to fund balance policies. Short-term loans will be avoided as budget balancing techniques.

B. *Current Funding Basis (Recurring Revenues)*

The City shall budget and operate on a current funding basis. Recurring expenditures shall be budgeted and controlled so as not to exceed current revenues. Recurring expenses will be funded exclusively with recurring revenue sources to facilitate operations on a current funding basis.

C. *Use of Non-Recurring Revenues*

Non-recurring revenue sources, such as a one-time revenue remittance of fund balance in excess of policy can only be budgeted/used to fund non-recurring expenditures, such as capital purchases or capital improvement projects. This will ensure that recurring expenditures are not funded by non-recurring sources.

D. *Tax Rate*

The City Manager will recommend a tax rate that the City finances require in order to operate efficiently, yet effectively, and pay its debt.

i. *Homestead Exemption*

The City shall review the homestead exemption annually as part of the budget process. When the financial health of the City's finances and economic and market conditions of the local economy justify, the City Manager may recommend a change to the homestead exemption. In accordance with state statute, any recommended change in the homestead exemption will be presented to Council for approval prior to July 1. The total exemption percentage granted shall not exceed the state statute limitation.

ii. *Over-Age and Disabled Persons Exemptions*

The City currently grants a \$40,000 exemption for persons 65 or older and for disabled persons. This amount shall remain stable during a period in which the City is considering increasing the homestead exemption.

E. *Pay As You Go Capital Projects*

The transfer from the City's General Fund and the City's Utility Fund to fund pay-as-you-go capital projects will be budgeted when financially feasible and when projects present themselves for funding. The transfer will be based on the financial health of each fund with the long-term goal of adequately funding rehabilitation.

F. *Revenue Estimating for Budgeting*

1. In order to protect the City from revenue shortfalls and to maintain a stable level of service, the City shall use a conservative, objective, reasonable and analytical approach when preparing revenue estimates. The process shall include historical collection rates, trends, development, and probable economic changes. This approach is intended to reduce the likelihood of actual revenues falling short of budget estimates and should avoid mid-year service charges.
2. The City whenever possible, will seek outside sources of revenue, such as federal, state, and local grants, in order to leverage local dollars.

3. Estimates from grant sources will be projected only to the specific date on which the entitlement will end.
4. The Utility Fund water and wastewater revenues will be budgeted based on the average rainfall/consumption over the last three years, pursuant to the rate model. The City will anticipate neither drought nor wet conditions.

**G. *Performance, Merit Pool, and Police Step Increases***

The budget shall include an amount adequate to cover an overall average performance and merit pool, as well as an amount for police step increases, as determined annually by the City Manager. This amount will be calculated for each fund, based on budgeted salaries for the year, and will be placed in a Performance and Merit Pool in each operating fund. In addition, funds may be budgeted when appropriate, to bring identified jobs up to market salary rates.

**H. *Budget Preparation***

1. Department Directors have primary responsibility for formulating budget proposals. New or expanded services should support City Council goals, City Manager priority direction and department goals. Departments are charged with implementing them once they are approved.
2. All competing requests for City resources will be weighted within the formal annual budget process.
3. Actions on items that come up throughout the year with significant financial impacts should be withheld until they can be made in the full context of the annual budget process and long-range plan, unless unforeseen circumstances present themselves.
4. Every five (5) years at a minimum or sooner as may be necessary, the city will incorporate a service needs review into the budget process to ensure the most efficient and effective use of resources.
5. Annually, the City will seek to obtain the Government Finance Officers Associate Distinguished Budget Presentation Award. The Budget will be presented in a way that not only meets the criteria of the award, but also clearly communicates the budget to the public.

**I. *Budget Management***

The City Council shall delegate authority to the City Manager in managing the budget after it is formally adopted by the City Council, including the transfer of funds within departments, between divisions, and between departments. The City Manager may further delegate levels of authority for the daily operations of the budget. Expenditures/expenses are legally adopted by the fund level. Expenditures/expenses should not exceed the adopted budget, plus subsequent changes approved by the City Council.

**J. *Amended Budget***

In order to preserve fund balances/ending balances based on projected revenues and expenditures/expenses for the current fiscal year, City Council will amend the annual budget for all funds, excluding capital improvements funds, as set forth in the projections. City Council will amend the current fiscal year budget annually during the budget process.

**K. *Performance Measurement***

Performance measures will be utilized and reported in department budgets. The City will maintain a measurement system that reports trends and comparisons to targets and previous year as a management tool to monitor and improve service delivery.

**L. *Operating Deficits***

The City shall take immediate corrective action if at any time during the fiscal year expenditure and revenue re-estimates are such that "net income" is lower than budgeted. Corrective actions include:

- Deferral of capital equipment purchases
- Deferral of pay-as-you go capital improvements
- Expenditure reductions
- Deferral of certain positions
- Hiring freezes
- Freeze merit increases
- Use of fund balance

- Use of volunteers
- Increase fees
- Reduce work hours with subsequent reduction in pay
- Eliminate positions which may require laying-off employees if there are not other vacant positions for which they are qualified.

Short-term loans as a means to balance the budget shall be avoided.

The use of fund balance, which is a one-time revenue source, may be used to fund an annual operating deficit, only with a subsequent approval of a plan to replenish the fund balance if it is brought down below policy level.

**M. *Long-Range Financial Plans***

1. The City shall develop and maintain a five-year Financial Forecast for each major operating fund, in conjunction with the annual budget process. Major operating funds are as follows:
  - General Fund
  - Debt Service Fund
  - Water/Sewer Utility Fund
  - Economic Development Corporation
2. The forecast should enable current services and current service levels provided to be sustained over the forecast period. Operating impacts from completed capital improvement projects in the City's five-Year CIP shall be included in the forecast. Commitments/obligations already made that require future financial resources shall also be included.
3. The forecasts should identify impact to property taxes and utility rates.
4. Major financial decisions should be made in the context of the Long-Range Plan.

The forecast assesses long-term financial implications of current and proposed policies, programs, and assumptions that develop appropriate strategies to achieve the City's goals. The forecast will provide an understanding of available funding; evaluate financial risk; assess the likelihood that services can be sustained; assess the level at which capital investment can be made; identify future commitments and resource demands; and identify the key variables that may cause change in the level of revenue.

**III.  
REVENUES**

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

**A. *Balance and Diversification in Revenue Sources***

The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in local economic conditions, which may adversely impact that source.

**B. *User Fees - General Fund***

1. For services that benefit specific users, the City shall establish and collect fees to recover the costs of those services. Where services provide a general public benefit, the City shall recover the costs of those services through property and sales taxes.
2. At a minimum, the City will strive to cover direct costs.
3. User fees should be reviewed, at a minimum, every two to three years and adjusted to avoid sharp changes.
4. Factors in setting fees shall include, but not be limited to: market and competitive pricing, effect of demand for services, and impact on users, which may result in recovering something less than direct, indirect and overhead costs.
5. The City may set a different fee for residents versus non-residents.
6. User fees should be adopted by Council Ordinance and included in the Annual Fee Schedule.

**C. *User Fees - Enterprise Funds***

1. Utility rates and other Enterprise Fund user fees shall be set at levels sufficient to cover operating expenditures (direct and indirect), meet debt obligations and debt service coverage, provide pay-as-you-go funding for capital improvements, and provide adequate levels of working capital.
2. The City may set a different fee for residents versus non-residents.
3. The Five-Year Financial Plan (rate model) and proposed operating budget shall serve as the basis for rate change considerations.
4. When necessary, the Five-Year Financial Plan (rate model) will be built around small rate increases annually versus higher rate increases periodically.

**D. *One-Time/Unpredictable Revenue Sources***

1. One-time, unpredictable revenue sources should not be used for ongoing expenses/expenditures.
2. One-time, unpredictable revenue sources will be used for one-time purchases such as increase in fund balance requirements, capital equipment purchase, capital improvements, etc.

**E. *Revenue Collection***

The City shall maintain high collection rates for all revenues by monitoring monthly receivables. The City shall follow an aggressive, consistent, yet reasonable approach to collecting revenues to the fullest extent allowed by law for all delinquent taxpayers and others overdue in payments to the City.

Revenues actually received will be compared to budgeted revenues by the Director of Finance and any variances considered to be material will be investigated. This process will be summarized in the monthly financial report. (See Financial and Management Reporting.)

**F. *Write-Off of Uncollectible Receivables***

*(excludes property taxes, court fines and warrant)*

1. Receivables shall be considered for write-off as follows:
  - a. State statute authorizing the release of extinguishment, in whole or in part, of any indebtedness, liability, or obligation, if applicable.
  - b. Accounts outstanding for 3 years, identified as uncollectible, and all attempts to collect have been taken.
2. Accounts shall be written-off annually near year-end. Upon approval, accounts will be forwarded to a credit reporting agency.
3. The write-off of uncollected accounts is a bookkeeping entry only and does not release the debtor from any debt owed to the City.

**IV.  
EXPENDITURES**

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

**A. *Maintenance of Capital Assets***

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to maintain service levels.

**B. *Periodic Program/Services Reviews***

The City Manager and staff shall undertake periodic reviews of City programs and services for both efficiency and effectiveness. Programs or services determined to be inefficient and/or ineffective shall be recommended through the annual budget process to be reduced in scope or eliminated.

**C. *Purchasing***

All City purchases of goods and services shall be made in accordance with the City's current Purchasing manual.

V.  
FUND BALANCE AND RESERVES

Maintain the fund balance and working capital of the various operating funds at levels sufficient to protect the City's credit worthiness as well as its financial position during emergencies or economic fluctuations.

**A. *General Fund Unrestricted Fund Balance***

The City shall maintain the General Fund unrestricted fund balance equivalent to 2 months of recurring operating expenditures, based on current year expenditures. If the fund balance exceeds this amount, funding non-recurring expenditures in the following fiscal year may be used to draw down the balance.

**B. *Water/Sewer Unreserved Working Capital***

The City shall maintain a working capital sufficient to provide for reserves for emergencies and revenue shortfalls. A cash equivalent operating reserve will be established and maintained at 25% of the current year's budget appropriation for recurring operating expenses.

The cash operating reserve is derived by dividing the total cash equivalents balance by recurring operating expenses.

**C. *Use of Fund Balance/Working Capital***

Fund balance/Working Capital shall only be used for emergencies, non-recurring expenditures/expenses or major capital purchases that cannot be accommodated through current year savings. Should such use reduce balances below the level established as the objective for that fund, restoration recommendations will accompany the request/decision to utilize said balances.

**D. *Debt Service Fund Unrestricted Fund Balance***

The City shall maintain the debt service fund balance at 10% of annual debt service requirements OR a fund balance reserve as required by bond ordinances, whichever is greater.

**E. *Property/Liability Insurance Fund Unrestricted Fund Balance***

The Property/Liability Insurance Fund accounts for uninsured and deductible claims for the City's property and liability insurance. Claims cannot be reasonably predicted and budgeted for; therefore the fund will maintain a balance that approximates the prior average annual expense for the last three years, excluding extra-ordinary expenses in the fund.

**F. *Employee Benefits Fund Unrestricted Fund Balance***

The Employee Benefits Fund is funded through City and employee contributions. Estimated costs shall be determined during each budget year and the contributions adjusted accordingly. There is no minimum balance for this fund.

**G. *Economic Development Corporation***

As sales tax revenue fluctuates due to changes in economic conditions, the PEDC shall maintain a fund balance of no less than 10% of budgeted sales tax revenues.

**H. *Water/Sewer Revenue Debt Coverage Reserves***

Revenues shall be maintained at 1.15 times coverage in a fiscal year where the water/sewer fund is not issuing additional debt and 1.4 times coverage in a year where debt is anticipated to be issued.

**I. *Bond Issuance Reserves***

Debt service reserves should be maintained for each bond issue as required by bond covenants.

**J. *Contingency Fund***

Pursuant to the City Charter, a provisions shall be made within the annual budget for a contingency fund in an amount not more than seven percent of the total budget (General Fund) to be used in case of unforeseen items of expenditure.

#### K. *Fund Balance Classification*

The governmental fund financial statements will present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor certain constraints on the use of the financial resources within the governmental funds. The classifications used will be as follows:

- **Nonspendable:** Amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. Examples include Inventories, prepaid items, and long-term receivables.
- **Restricted:** Amounts for which constraints have been placed on the use of resources either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. Restricted fund balances include but may not be limited to: Debt Service Reserves, Special Court Funds created by State Statute, Debt Service Funds, Hotel Occupancy Tax, State and Federal Forfeitures/Seizures, Parkland, Detention, Sidewalk, Tree Trust, and Park and City-Wide Donation revenues, University of Houston Fund, Unspent bond proceeds, Unspent grant funds, Unspent Capital Lease proceeds, and Unspent funds received pursuant to funding, developer, and/or TxDOT agreements.
- **Committed:** Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City Council. These amounts cannot be used for any other purpose unless the City Council removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed.
- **Assigned:** Amounts that are constrained by the City's intent to be used for specific purposes but are neither restricted nor committed. In governmental funds other than the general fund, assigned fund balances represents the amount that is not restricted or committed. This indicates that those resources are, at a minimum, intended to be used for the purpose of that fund. Examples include: residual funds in all governmental funds except the General Fund and outstanding encumbrances at year-end.
- **Unassigned:** Is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

#### Commitment of Fund Balance

The City Council is the City's highest level of decision making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an ordinance approved by the City Council at a regular City Council meeting. The ordinance must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in a subsequent period.

#### Assignment Fund Balance

The City Council has authorized the Director of Finance as the official authorized to assign fund balance to a specific purpose pursuant to the guidelines.

#### Order of Expenditure of Funds

When multiple categories of fund balance are available for an expenditure, the City would typically use Restricted fund balances first, followed by Committed, and then Assigned, but reserves the right to selectively spend from any of the categories, including Unassigned based upon the individual circumstances.

### VI.

#### CAPITAL EXPENDITURES AND IMPROVEMENTS

Annually review and monitor the state of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives, and availability of resources.

#### A. *Capitalization Threshold for Tangible Capital Assets*

1. Tangible capital items should be capitalized only if they have an estimated useful life of 2 years or more following the date of acquisition or significantly extend the useful life of the existing asset and cannot be consumed, unduly altered, or materially reduced in value immediately by use and have a cost of not less than \$5,000 for any individual item.



2. The capitalization threshold of \$5,000 will be applied to individual items rather than to a group of similar items. (i.e.: desks, chairs, etc.)
3. To maintain adequate control over non-capitalized tangible items, items costing \$1,000 - \$4,999 will be monitored, tagged, and tracked through the City financial software system.
4. Accurate inventories of all tangible items will be maintained to ensure proper stewardship of public property.

**B. *Five-Year Capital Improvement Plan (CIP)***

1. The City shall annually prepare a five-year capital improvement plan based on the needs for capital improvements and equipment, the status of the City infrastructure, replacement and renovation needs, and potential new projects. Capital projects are improvements or additions to the City's physical plant/facilities/infrastructure and become a part of the City's asset inventory. Capital projects can be further categorized into land, buildings, improvements other than buildings, and infrastructure, which includes roads, sidewalks, bridges, utility lines, physical plants, etc. Capital costs typically consist of preliminary design, final design, and construction, and may involve the acquisition of land or easements. For purposes of the CIP Plan, a Capital Improvement Project should generally exceed a cost of \$100,000.
2. For the most part, projects in the CIP should be based upon master plans or developer agreements. This ensures that the City's CIP, which is the embodiment of the recommendations of these individual planning studies, is responsive to the officially stated direction of the City as contained in the Comprehensive Plan and supporting master plans. Examples of these supporting documents are: Water and Wastewater Modeling Plans, Thoroughfare Plan, Parks Master Plan, Trail Plan, Municipal Facilities Plan, etc.
3. For every project identified in the CIP, a project scope and project justification will be provided. Also, project costs shall be estimated, funding sources identified and annual operation and maintenance costs computed.
4. Parks Board and the Planning and Zoning Commission will be provided opportunities to review the list of CIP projects for the CIP and may suggest additions and/or changes to the plan as appropriate. Pursuant to the City Charter, the Planning and Zoning Commission makes recommendation to the City Manager.
5. The City Manager is charged with recommending a Capital Improvement Plan to City Council. The CIP shall be filed and adopted in conjunction with the annual budget.
6. Annually, through the budget process and at year-end, projects are to be reviewed. For those identified as complete, any remaining funds will close to fund balance. For those projects with identified savings, the project budget will be reduced and the subsequent savings will flow to fund balance. These funds can then be re-appropriated during the next fiscal year capital budget. Funds remaining from bond proceeds will only be used in accordance with the legal use of those funds.
7. Appropriations for capital projects are for the life of the project; therefore re-appropriation of capital funding for each fiscal year for budgeted projects is not necessary.

**C. *Infrastructure Evaluation and Replacement/Rehabilitation***

Water, wastewater, drainage, street lighting, streets and sidewalks, municipal facilities and other infrastructure are fundamental and essential functions for public health and safety, environmental protections and the economic well being of the City. As a result, the City's CIP should be focused on ensuring that infrastructure is replaced as necessary to protect the City's investment, to minimize future replacement and maintenance costs, and to maintain existing levels of service and accommodate growth.

1. High priority should be given to replacing/rehabilitating capital improvements prior to the time that they have deteriorated to the point where they are hazardous, incur high maintenance costs, negatively affect property values, or no longer serve their intended purpose.
2. The decision on whether to repair, replace or to rehabilitate an existing capital asset will be based on which alternative is most cost-effective, which would include life-cycle costing, and provides the best value to the City.

D. *Replacement of Capital Assets on a Regular Schedule (Fleet, Fire Trucks, and High-Tech)*

The City shall annually prepare a schedule for the replacement of its fleet, fire trucks, and high technology capital assets. Funding for the replacement of these assets will be accomplished through the annual budget process, within the resources available each fiscal year. A variety of funding options will be explored, including but not limited to cash on hand and lease/purchase, based upon a determination of what would be in the best interest of the City.

E. *Capital Expenditure Financing*

The City recognizes that there are three basic methods of financing its capital requirements: Funding from current revenues; funding from fund balance; or funding through the issuance of debt. Types of debt and guidelines for issuing debt are set forth in the Debt Policy Statements.

F. *Pay-As-You-Go Capital Improvements*

1. The City will pay cash for capital improvements within the financial affordability of each fund versus issuing debt when funding capital improvements and capital purchases. This will reduce/minimize the property tax and utility rate impacts on Pearland citizens.
2. The City will seek out and use intergovernmental funding sources for capital improvements in order to leverage City funding and to minimize property and utility rate impacts.

G. *Capital Improvements/Project Reporting*

A summary/status report on the City's various capital projects will be prepared monthly and available to the City Manager and to City Council. Income statements on the City's CIP funds will be prepared monthly and include budget-to-actual for each project as well as list of major contracts, expense to date, and % contract completion.

VII.  
DEBT

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

A. *Use of Debt Financing*

Debt financing, to include general obligation bonds, revenue bonds, certificates of obligation, certificates of participation, lease/purchase agreements, and other obligations permitted to be issued or incurred under Texas law, shall only be used to purchase capital assets that cannot be prudently acquired from either current revenues or fund balance and to fund infrastructure improvements and additions. Debt will not be used to fund current operating expenditures.

The City will pay cash for capital improvements within the financial affordability of each fund versus issuing debt when funding capital expenditures and capital improvements, which shall include, but not be limited to, sales tax, utility system revenues, developer fees, inter-local agreements, and state and federal grants.

B. *Affordability*

The City shall use an objective analytical approach to determine whether it can afford to issue general-purpose debt, both General Obligation and Certificates of Obligation, water/sewer debt, sales tax revenue debt, and any other financing permitted by State law. The process shall include an internal feasibility analysis for each long-term financing which analyzes the impact on current and future budgets, which would include the tax and utility rates. The process shall also include the benefits of the proposed projects. The decision on whether or not to issue new debt shall be based on the benefits of the project, current conditions of the municipal bond market, and the City's ability to "afford" new debt.

In no case will the City issue general obligation debt that will require a debt service tax rate of \$1.50 per \$100 assessed valuation, based on a 90% collection rate, which is the maximum tax rate permitted by State law.

### C. *Types of Long-Term Debt*

#### 1. General Obligation Bonds (GO)

General Obligation bonds require voter approval and are secured by a promise to levy taxes in an amount necessary to pay annual debt service.

- a. General Obligation bonds must be issued for projects that are in accordance with the wording in the bond proposition.

#### 2. Certificates of Obligation

Certificates of Obligation may be issued without voter approval to finance any public works project or capital improvement, as permitted by State law. It is the City's policy to utilize Certificates of Obligation to finance public improvements in certain circumstances and only after determining the City's ability to assume additional debt. Circumstances in which Certificates might be issued include, but are not limited to the following.

- a. The City may issue CO's when there is insufficient funding on a general obligation bond-financed capital improvement.
- b. The City may issue CO's when "emergency" (urgent, unanticipated) conditions require a capital improvement to be funded rapidly.
- c. The City may issue CO's for projects when the City can leverage dollars from others to reduce the City's capital cost for a community improvement.
- d. The City may issue CO's for projects when there is no other adequate funding source available (ie: GO or developer funding), the project is determined to be in the best interest of the City, and where a determination is made that waiting for the next bond referendum or having a bond referendum for a small amount of money or a small number of projects is impractical and where public notice versus a voted bond referendum is deemed acceptable by the City Council.
- e. The City may issue CO's if it would be more economical to issue Certificates of Obligation rather than issuing revenue bonds; and
- f. The City may issue CO's for projects for which the City will be reimbursed by Developer (principal plus interest)

#### 3. Revenue Bonds

Revenue bonds are generally payable from a designated source of revenue. They do not require voter approval.

For the City to issue new revenue bonds, revenues, as defined in the ordinance authorizing the revenue bonds in question, shall meet the bond coverage ratio as defined in the ordinance. Annual adjustments to the City's rate structures for Enterprise Funds will be made as necessary to maintain the coverage factor.

If the City should issue CO's for Water/Sewer Improvements, the Water/Sewer Fund will pay the annual debt service associated with the issue.

### D. *Debt Structures*

The City shall normally issue bonds with a life not to exceed 25 years for general obligation bonds and 30 years for revenue bonds, but in no case longer than the useful life of the asset. The City shall seek level or declining debt repayment schedules and shall seek to retire 90% of the total principal outstanding within 20 years of the year of issuance. There should be no debt structures that include increasing debt service levels in subsequent years, with the first and second year of a bond payout schedule the exception or as special situations may warrant. There shall be no "balloon" bond repayment schedules, which consists of low annual payments and one large payment of the balance due at the end of the term. There shall always be at least interest paid in the first fiscal year after a bond sale and principal payments starting generally no later than the second fiscal year after the bond issue. Normally, there shall be no capitalized interest included in the debt structure except for debt issuances reimbursing developers for infrastructure or in the case in which the project will generate revenue, but it takes a couple of years to produce the revenue. Capitalized interest should normally not exceed 2 years.

The City currently has a level debt service structure. As such, unless there is growth (increased valuation, increase in number of connections, etc.) or reallocation of the tax rate to debt service, there is no room for additional debt without increasing rates. The City shall seek to begin making attempts to structure future debt issuances, where affordable, to a declining structure.

The City will issue debt based on a fixed rate and will limit use of variable-rate debt due to the potential volatility of such instruments.

**E. *Debt Refunding***

The City's financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule, the net present value savings of a particular refunding should exceed 3.0% of the refunded maturities unless (1) a debt restructuring is necessary or (2) bond covenant revisions are necessary to facilitate the ability to provide services or to issue additional debt or (3) the refunding is combined with a new debt issuance

**F. *Interest Earnings on Debt Proceeds***

Debt interest earnings will be limited to funding changes to the bond financed Capital Improvement Plan in compliance with the voted propositions, cost overruns on bond projects, or be applied to debt service payments on the bonds issued.

**G. *Bond Elections***

1. Timing of general obligation bond elections shall be determined by the inventory of current authorized, unissued bonds remaining to be sold and the Five-Year Capital Improvement Plan.
2. The total dollar amount of bond election propositions recommended to the voters should typically not exceed the City's estimated ability to issue the bonds within a 7-year period.
3. An analysis showing how the new debt combined with current debt impacts the City's tax rate and debt capacity will accompany every future bond issue proposal.

**H. *Sale Process***

The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated sale. The City will utilize a negotiated process when the issue is, or contains, a refinancing that is dependant on market/interest rate timing, if the interest rate environment or market/economic factors may affect the bond issue, or if the nature of the debt is unique and requires particular skills from the underwriters involved. The City shall award the bonds based on a true interest costs (TIC) basis. However, the City may award bonds based on a net interest cost (NIC) basis as long as the financial advisor agrees that the NIC basis can satisfactorily determine the lowest and best bid.

**I. *Underwriting Syndicates***

The City's financial advisor shall attempt to involve qualified and experienced firms, which consistently submit ideas to the City and financial advisors and actively participate in the City's competitive sale in its negotiated underwritings. In conjunction with the City, the City's financial advisor shall recommend the structure of underwriting syndicates, which will be optimal for the type and amount of debt being issued.

**J. *Bond Ratings***

Full disclosure of operations and open lines of communications shall be maintained with the rating agencies. Credit ratings will be sought from one or more of the nationally recognized municipal bond rating agencies, as recommended by the City's financial advisor.

The City will continually strive to maintain or increase the City's current bond ratings by prudently managing its funds and by reviewing and monitoring financial policies, budgets, forecasts and the financial health of the City.

**K. *Covenant Compliance***

The City will comply with all covenants stated in the bond ordinance, including providing for annual disclosure information and providing for material event notices.

**L. *Arbitrage Rebate Monitoring and Reporting***

Arbitrage is the interest earned on the investment of bond proceeds above the interest paid on the debt. The City will maintain a system of recordkeeping and reporting to meet the arbitrage rebate compliance requirement of the IRS regulation. The recordkeeping shall include tracking project expenditures, interest earned on the bonds, calculating rebate payments, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the outstanding debt. Arbitrage rebate calculations will be performed annually on all debt issues and the liability recorded for any positive arbitrage. Due to the specialized nature of the calculations, this function will typically be outsourced.

**M. *Lease/Purchase Agreements***

The City will use lease/purchase agreements for the acquisition of equipment when it is cost-effective and provides for attractive terms. All lease purchase agreements will be approved by City Council no matter the dollar amount.

VIII.

CASH MANAGEMENT AND INVESTMENTS

To maintain the City's cash in such a manner so as to ensure the absolute safety of principal, to meet the liquidity needs of the City, and to achieve the highest possible yield.

**A. *Investment Management***

1. All aspects of cash/investment management shall be designed to ensure safety and integrity of the City's financial assets.
2. Cash/Investment management activities shall be conducted in full compliance with prevailing local, state, and federal regulations. (See City's Investment Policy and Strategy)
3. The City will utilize competitive quotes from approved broker/dealers, affording no special advantage to any individual or corporate member of the financial or investment community.
4. The City will only do business with City authorized broker/dealers and/or financial institutions as approved by Council and who have executed a written certification of their review of the City's Investment Policy.
5. The City shall design and establish policies relating to a variety of cash/investment management issues, such as the eligibility and selection of various broker/dealers, safekeeping requirements, collateral requirements, delivery versus payment requirements, weighted average maturity requirements and other such aspects of the program, which necessitate standard setting in pursuit of appropriate prudence and enhanced protection of assets. (See City's Investment Policy)
6. Investments of the City shall be made with the exercise of judgment and care which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment.

**B. *Investment Strategy***

The City of Pearland maintains a consolidated portfolio in which it pools its funds for investment purposes. The City's investment program seeks to achieve safety of principal, adequate liquidity to meet cash needs, and reasonable yields commensurate with the preservation of principal and liquidity. (See City's Investment Strategy)

**C. *Interest Income***

Interest earned from investments shall be distributed to the funds from which the funds were provided.

**D. *Arbitrage Investments***

Investment on bond proceeds will be made with safety of principal and liquidity in mind, but with a competitive rate of return. If there is positive arbitrage, the rebatable earnings will be sent to the IRS, as necessary.

**E. *Depository***

The City will select its official bank through a formal bidding process in order to provide the City with the most comprehensive, flexible, and cost-effective banking services available. The City will, at a minimum, bid depository services every five years. The City will review the financial health of the City's depository annually to include but not be limited to earnings, assets, capital, and liquidity.



**F. *Collateralization of Deposits***

1. The City shall have pledged collateral held at an independent third-party institution and evidenced by a written receipt.
2. The value of the pledged collateral should be marked to market monthly and shall be at least 102 percent of par or market value of the investments, whichever is greater.
3. Substitutions of collateral shall meet the requirements of the collateral agreement. Collateral shall not be released until the replacement collateral has been received, if the release of the collateral should result in the value being under 102 percent of par value.
4. The pledge of collateral shall comply with the City's investment policy.

**IX.**

**GRANTS AND INTERGOVERNMENTAL REVENUES**

The City will seek, apply for, and effectively administer federal, state and local grants, which support the City's current priorities and policy objectives. The City should take advantage of opportunities to enhance service delivery through intergovernmental cooperation, shared revenues, and grants.

**A. *Grant Guidelines***

1. The City shall apply and facilitate the application for only those grants that are consistent with the objectives and high priorities identified by Council and management.
2. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs and services.
3. The potential for incurring ongoing costs, to include assumptions of support for grant-funded positions from local revenues, will be considered prior to applying for a grant.

**B. *Grant Review Process***

1. A uniform grants pre-application process will be utilized to assure the City has all the information necessary to make a decision regarding a potential grant. Information to be provided should include, but not be limited to:
  - a. The grant being pursued and the use to which it would be placed
  - b. The objectives or goals of the City which will be achieved through the use of the grant.
  - c. The local match required, if any, plus the source of the local match
  - d. The increased cost to be locally funded upon termination of the grant
2. All grant agreements will be reviewed by the appropriate City staff, including Finance, Legal, HR, and the sponsoring department, to ensure compliance with state, federal, and City regulations.
3. The City Manager shall approve all grant submissions and City Council shall approve all grant acceptances over \$50,000.

**C. *Budgeting for Grant Expenditures***

Annually via the budget process, departments will submit for possible funding, known grant opportunities. These grant opportunities will be prioritized and ranked along with all other supplemental requests. If approved, the expenditure and associated revenue will be appropriated in the Grant Fund. If there are grant opportunities that arise during the year and are received by the City, the budget will be amended via the projections, if the City can fund the local match required.

**D. *Grant Termination and/or Reduced Grant Funding***

1. In the event of reduced grant funding, City resources will be substituted only after all program priorities and alternatives are considered during the budget process, unless the City is obligated through the terms of the grant to maintain the positions, services, or equipment.
2. The City shall terminate grant-funded programs and associated positions when grant funds are no longer available, and it is determined that the program no longer supports City goals and/or is no longer in the best interest of the City, unless the City has obligated itself through the terms of the grant to maintain the positions, services, or equipment.



X.  
FINANCIAL CONSULTANTS

The City will employ qualified financial advisors and consultants as needed in the administration and management of the City's financial function. These areas include but are not limited to audit services, debt administration, delinquent tax collection attorney, and financial modeling. The principal factors in the selection of these consultants will be experience/expertise, ability to perform, the services offered, references, and methodology to name a few. In no case should price be allowed to serve as the sole criterion for the selection.

**A. *Selection of Auditors***

At least every seven years, the City shall request proposals from qualified firms, including the current auditors if their past performance has been satisfactory. The City Council shall select an independent firm of certified public accountants to perform an annual audit of the accounts and records, and render an opinion on the financial statements of the City.

It is the City's preference to rotate auditor firms every seven years at the maximum, to ensure that the City's financial statements are reviewed and audited with an objective, impartial, and unbiased point of view. The rotation of the audit firm will be based upon the proposals received, the qualifications of the firm, and the firm's ability to perform a quality audit.

However, if through the proposal and review process, management and the Audit Committee select the current audit firm, then, it is the City's preference that the lead audit partner be rotated, as well as the lead reviewer, after a maximum of seven years.

**B. *Arbitrage***

1. The City shall calculate positive/negative arbitrage on each bond issue annually. While the City is responsible to ensure that the records are in order, the calculations made, reporting completed, and filings made, the actual arbitrage calculation and reporting shall be contracted out to a qualified firm.
2. Requests for proposals and statement of qualifications are to be solicited at least every seven years. There is not a requirement for rotation.

**C. *Delinquent Tax Collection Attorney***

1. Due to the nature and expertise required, the City shall hire a delinquent tax collection attorney to collect delinquent taxes, represent the City in filing bankruptcy claims, foreclose on real property, seize personal property, and represent the City in court cases and property sales.
2. Requests for proposals and statement of qualifications are to be solicited at least every seven years. There is no requirement for rotation.

**D. *Bond Counsel***

1. Bond Counsel to the City has the role of an independent expert who provides an objective legal opinion concerning the issuance and sale of bonds and other debt instruments. As bond counsel are specialized attorneys who have developed necessary expertise in a broad range of practice areas, the City will always use a consultant for these services. Generally, bonds are not marketable without an opinion of nationally recognized bond counsel stating that the bonds are valid and binding obligations stating the sources of payment and security for the bonds and that the bonds are exempt from Federal income taxes.
2. Due to the complexity of the City's financial structure and the benefits that come with the history and knowledge of the City, the contract with Bond Counsel shall be a maximum of ten (10) years, however with a termination clause, at the discretion of the City. A contract may be renewed after a competition process in which the Council determines that continuation with the incumbent firm is in the best interest of the City.

E. *Financial Advisory Services*

1. The City issues various types of securities to finance its capital improvement program. Debt structuring and issuance requires a comprehensive list of services associated with municipal transactions, including but not limited to: method of sale; analysis of market conditions; size and structure of the issue; coordinating rating agency relations; evaluation of and advice on the pricing of securities, assisting with closing and debt management; calculation of debt service schedules; and advising on financial management. As financial advisors to governmental entities have developed the necessary expertise in a broad range of services, the City will use a consultant for these services.
2. Due to the complexity of the City's financial structure and the benefits that come with the history and knowledge of the City, the contract with the Financial Advisor shall be a maximum of ten (10) years, however with a termination clause, at the discretion of the City. A contract may be renewed after a competition process in which the Council determines that continuation with the incumbent firm is in the best interest of the City.

F. *Depository Bank*

Pursuant to State law, the City may approve a depository contract whose term does not exceed five years. There is no requirement for rotation. The City will select its official banking institution through a formal process based on best value in order to provide the City with the most comprehensive, flexible, and cost-effective banking services available.



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## HIGHLIGHTS FY 2012

### GENERAL FUND

Parks Recycling Center – Waste Disposal and Extended Hours \$ (42,805)

The new contract with Waste Management Services provides curb-side pickup of recycling materials to include hazardous waste materials. The Recycling Center previously provided services for the drop-off of these hazardous waste materials. With services for hazardous waste pick-up now being provided by Waste Management, the Recycling Center expenditures for hazardous waste is reduced by \$80,000. The City received revenue from the drop-off of hazardous waste, and with the removal of this service from the Recycling Center, revenue will be reduced by \$27,860 from the fiscal year 2011 projection, resulting in a net reduction of \$52,140. During fiscal year 2011, and as part of the Recycling Center's effort to identify areas to realize savings in the budget, hours were reduced from 8-5 M-F to 12-5 M-F, and a part-time position was eliminated during the fiscal year. However, with the net savings in providing services differently, the Center will be able to extend its hours back to 8-5 M-F, and it also allows for the reinstatement of the part-time Recycling Center Attendant position. The addition of this position costs \$9,335, resulting in a net savings of \$42,805.

Fire Station #6 \$ 24,660

In September 2002, the City and Municipal Utility Districts (MUD's) 21 and 22 entered into a Fire Protection and EMS Services Agreement. The Agreement included terms and provisions for a Fire/EMS station to be constructed by the MUD's and that the physical maintenance and operational costs of the station would also be borne by the MUD's. Fire apparatus, staffing, gear, training, etc., would be at the costs of the PVFD and/or City and recouped through the monthly Fire/EMS fee.

The station is anticipated to open August 2011. As such, funds have been included in the budget for stipends to volunteers who respond from that station, bunker gear, etc. Due to the additional volunteer needs, the budget includes an additional \$9,400 in stipends, which would increase the monthly cap from \$8,000 to \$8,783 per month.

EMS Ambulance Replacement and Refurbishment \$ 196,000

A replacement ambulance is needed to replace an existing ambulance in the fleet with over 144 thousand miles, which is considered excessive for an ambulance. There have been numerous repairs during the lifespan of the existing unit and also major repairs. Also, funding is included in the budget for one of the existing ambulances to be refurbished. To help offset the cost of the new unit, a State-funded local projects grant of \$35,000 was applied for. Final approval of the grant is still pending.

Police Officers \$ 132,906

During fiscal year 2011, four Patrol Officer positions that had never been filled were eliminated as the division implemented a 12-hour shift which resulted in more Officers on the street than previously. However, due to vacancies, FMLA, military leave and the reassignment of two positions to other divisions that support patrol, the City had to backfill positions. While the number of UCR crimes has decreased 7%, the number of calls resulting in a unit being dispatched is up 12% through June 2011. The 2012 budget includes 2 Officers to begin April 1, 2012.

Jailer (\$ 514)

The size and operation of the new jail facility has increased the need to have a minimum number of 3 Jailers at all times. The Jail design calls for 1 Jailer to operate the control station, monitor cameras and tend to the lobby. The other Jailers on duty book-in, move and care for the prisoners. The number of inmates held increased 7% from last year through June 2011. Average bookings per day has increased slightly and average length of stay is the same -- at 1 day. However, EMS calls to the jail have increased 30%, from 121 to 157. The Police Department requested additional Jailers to allow staff to be assigned to a standard 12-hour shift. The budget incorporates 1 Jailer, offset by savings in overtime current Jailers now incur for covering sick, vacation and training.

## HIGHLIGHTS FY 2012

### GENERAL FUND (continued)

Public Works Asphalt Road Rehabilitation \$ 550,000

The Public Works Department has evaluated the condition of the City's roads and has determined that, according to the City's standards, close to 40% of the asphalt roads within the City currently need to be overlaid or rebuilt. In accordance with one of the department's goals, "to provide reliable, safe and dependable roadways through systematic inspection and repair," the following projects are scheduled, as funding allows. These projects will be funded with savings from TxDOT road construction funds that came in under budget:

Sharondale, 1,280 ft.	Terrell, 1,980 ft.
E. Industrial, 1,600 ft.	Hughes Ranch Road, 11,300 ft.
O'Day, 9,400 ft.	Buckholt, 1,165 ft.
Westfield, 2,030 ft.	Washington Irving, 2,820 ft.
Woodcreek, 1,545 ft.	Tarrytown, 530 ft.
Gunpowder, 525 ft.	Brombones E., 660 ft.
Brombones W., 635 ft.	

Public Works Sidewalk Replacement Plan \$ 331,072

In 2007, the City's Public Works Department created and implemented a sidewalk replacement plan to replace sidewalks that presented safety hazards for residents. During that time staff identified 9 subdivisions totaling approximately 27,800 linear feet that were in most need of sidewalk repairs. During fiscal year 2011, staff updated the list for total sidewalk repairs and found 28 subdivisions totaling approximately 75,700 linear feet with sidewalks in need of repair. Repairs or replacements will be conducted in priority order for those sidewalks with the highest percentage of damage, as far as the funds will allow. The funding will come from savings in TxDOT road projects that came in under budget.

Building Maintenance Helper \$ 3,595

The City currently contracts the preventative maintenance of the HVAC systems in the various facilities at a cost of nearly \$50,000. The maintenance primarily consists of changing filters and annual cleaning of coils. With the addition of one Building Maintenance Helper with basic HVAC skills coupled with current staff HVAC experience and certification, these tasks can be handled, scheduled and accomplished in-house. Additionally, new facilities scheduled to come on-line in 2012 (Hillhouse) will increase the demands for facility maintenance.

Total Highlights \$1,194,914

## HIGHLIGHTS FY 2012

### GRANT FUND

Emergency Management Performance Grant (EMPG) \$ 59,341

The Texas Department of Public Safety – Division of Emergency Management issues formula grant funds to the City of Pearland Fire Marshal Department for the purpose of providing emergency preparedness resources for the citizens of Pearland. The City of Pearland utilizes these funds for personnel who coordinate the training needed by community-based organizations and interlocal groups that assist citizens with evacuation readiness, homeland security preparedness, and public safety efforts during hurricanes and other natural disasters. Funding covers 12% of the department's personnel costs. Due to budgetary constraints at the State and federal levels, this annual grant may be subject to adjustments to the amount of the award.

Crime Victim's Liaison \$ 53,185

The Office of the Governor's Criminal Justice Division provides grant funds for Crime Victim Liaison personnel, and the City has applied for and received the grant. The Pearland Police Department staff provides various types of social services assistance to victims of domestic violence, theft, burglary, robbery and other crimes against persons. The Crime Victim Liaison assists Pearland residents in need with referrals to human services organizations, counseling, transportation assistance, legal aid and emergency shelter for victims of domestic violence. Funding covers 80% of personnel costs.

Crime Victim Specialist \$ 45,499

The Office of the Attorney General provides grant funds for Crime Victim Liaison personnel and the City has applied for this grant as an adjunct to the funds the City receives from the Criminal Justice Division. The Pearland Police Department staff provides various types of social services assistance to victims of domestic violence, theft, burglary, robbery and other crimes against persons. The Crime Victim Specialist will assist the Crime Victim Liaison with efforts to provide Pearland residents in need with referrals to human services organizations, counseling, transportation assistance, legal aid and emergency shelter for victims of domestic violence. Funding covers 87% of personnel costs for this position.

E. Byrne Memorial JAG \$ 11,883

The U.S. Department of Justice administers the E. Byrne Memorial Justice Assistance Grant (JAG) each year through a formula distribution of funding that provides the Pearland Police Department with funding for police equipment, training and other enhancements. This year, grant funds will be used to purchase four laptop computers for Field Training Officers and approximately 40 digital cameras for use in evidence-gathering activities.

Staffing for Adequate Fire and Emergency Response (SAFER) \$ 48,230

The City has received a four-year grant totaling \$146,802 to implement recruiting and retention efforts designed to improve the volunteer firefighter capacity of the Pearland Fire Department. This grant comes from the U.S. Department of Homeland Security, through its Federal Emergency Management Agency (FEMA). FEMA administers two SAFER funding programs that make grants available to local fire departments throughout the nation – Hiring of New Firefighters and Recruitment/Retention of Volunteer Firefighters. Pearland Fire Department will use the \$48,230 in fiscal year 2012 to hire or contract with a volunteer firefighter recruiter, develop and implement a marketing program to attract new volunteer firefighters, and secure four sets of bunker gear to be used in the training of volunteers. The remaining three years of funding will be used for recruiting and retention of firefighters.

Staffing for Adequate Fire and Emergency Response (SAFER) \$ 331,026

The City has also received funds for SAFER's Hiring of New Firefighters program totaling \$703,089, which has been made available to the City's Fire Department to hire six (6) new base-level firefighters. This three-year program requires that the City maintain the six (6) newly-hired personnel for a period no less than twelve months following the end of the two-year federally-funded portion of the program. These firefighters will be utilized to help Pearland Fire Department maintain compliance with National Fire Protection Association standards, as well as OSHA regulations and the Fair Labor Standards Act.



## HIGHLIGHTS FY 2012

### GRANT FUND (continued)

Citizens Emergency Response Training Grant \$ 14,084

The Texas Division of Emergency Management administers federal pass-through dollars aimed at improving local citizens' preparedness capabilities for responding to local and/or regional disasters. Participants in Pearland's Citizens Corps receive training and other resources that allow them to assist local authorities in the event of an act of terrorism, during and after hurricanes or major storms, or some other catastrophic event.

Bulletproof Vest Partnership (BVP) Grant \$ 8,027

U.S. Department of Justice distributes matching grant funds to law enforcement jurisdictions for the purpose of assisting them with purchases of bulletproof vests for officers. Vests that are pending expiration of their traditional 5-year warranties are eligible for replacement. The department typically replaces approximately 25 vests per year, ensuring that officers have the most effective personal protective equipment possible while in the field. Replacement vests for 21 police officers and 6 Fire Marshal arson investigators will be purchased in FY '12, for a total of 27 vests. BVP funds provide a 50% match for all eligible vests that grant funds are requested to replace.

Department of State Health Services \$ 35,000

A total of \$35,000 has been awarded to the City to assist in the purchase of a new ambulance for its Emergency Medical Services department. Through the Local Projects Grant Program, EMS has been issued funding to provide approximately 23% of the total cost of the unit.

Total Highlights \$ 606,275

**GENERAL FUND  
BUDGET REDUCTIONS - BY DEPARTMENT  
FISCAL YEAR 2011-2012**

Department	Total Amount Reduced	% of Budget	Reductions By Category	Amount By Category	Reduction Details or Impact Analysis
Parks Aquatics* *Percent of budget based on Overall Parks & Recreation budget due to high amount of reduction.	\$136,626 -25,000	1.47%	Various O & M Revenues - Outdoor Pool	\$136,626 -25,000	The outdoor City-operated pool will be shut down during the summer of 2012. After the first year of the pool being closed the City will monitor its finances and determine whether to reopen the pool. Programs such as Learn-To-Swim held at the outdoor pool will be moved to the City's new Natatorium, and residents will be encouraged to visit the Natatorium to swim. Revenues of \$25,000 received for daily fees associated with the outdoor pool, rentals and programs will be reduced, resulting in an overall net reduction of \$136,626.
Parks Medians/ROWs	10,500	1.00%	Various O & M	10,500	Discontinue over-seeding Pearland Parkway. This will allow the parkway to go dormant in the off-season. It may appear brown, however other medians will also have the same brown appearance during the off-season.
Parks Youth Development	12,600	4.84%	Various O & M	12,600	The department would no longer operate the afterschool program year-round, and only during summer at the Bailey Road facility. Two staff members will be relocated to the Recreation Center.
Police	53,245	0.62%	Overtime	53,245	Reduce overtime for field training as fewer new officers are hired. May have to flex hours or comp time with the reductions. Reductions are in Administration at \$3,000, Investigations at \$12,000, Special Investigations at \$12,000 and Patrol. \$56,000 in Patrol.

**GENERAL FUND  
BUDGET REDUCTIONS - BY DEPARTMENT  
FISCAL YEAR 2011-2012**

Department	Total Amount Reduced	% of Budget	Reductions By Category	Amount By Category	Reduction Details or Impact Analysis
Police* *Percent of budget based on Overall Police budget, reduction throughout divisions.	35,200	0.20%	Various O & M	35,200	Reductions include Uniforms/Wearing Apparel, printing, office supplies, ammunition, parts and commercial, with little/no impact on services.
Animal Control	10,691	1.78%	Various O & M	10,691	Reductions include office supplies, wearing apparel, animal food, chemicals, tuition reimbursement, major events and veterinarians' services. Impact for chemicals reduction would include no second vaccinations; however, alternatives will be pursued and the SPCA to assist with donations and supplies/services as needed.
Fire Services	4,912	0.12%	Various O & M	4,912	Reduction in tools and buildings & grounds budget. Little to no impact on operations.
Fire Services	18,000	0.45%	Various O & M	18,000	Remove on-line academy class training costs for services provided by outside vendor; will utilize current personnel to teach classes.
Fire Marshal	11,466	1.89%	Various O & M, overtime and professional development	11,466	Mileage, fuel and overtime was budgeted in anticipation of weekend and after-hours inspections of a local flea market. Due to the progress of repairs at that location, it is anticipated these funds will not be needed.
Emergency Management	20,000	28.71%	Connect CTY Contracted Services	20,000	Will replace ConnectCty with Blackboard or something similar, providing same or greater service at a lower cost.
Emergency Management	266	0.38%	Brochures	266	These funds will not be needed. Brochures will be provided by other sources.

**GENERAL FUND  
BUDGET REDUCTIONS - BY DEPARTMENT  
FISCAL YEAR 2011-2012**

Department	Total Amount Reduced	% of Budget	Reductions By Category	Amount By Category	Reduction Details or Impact Analysis
City Council	2,182	1.98%	Various O & M	2,182	Reduce travel, errand runner services and flowers/business card expenses.
City Manager	13,333	2.06%	Special Services	13,333	Cost of lobbyist services reduced. PEDC to assist with funding a portion of contract in fiscal year 2012.
City Secretary	3,780	1.35%	Various O & M	3,780	Office supplies, postage, professional development and travel. Reduction will have little/no effect on services and operations. Professional development and travel may be limited to City Secretary and Deputy during fiscal year 2012.
Information Technology	9,600	1.04%	Software Maintenance	9,600	Reduce cost of maintenance by eliminating after-hours services, except to protect access for critical services.
Information Technology	7,100	0.77%	Equipment Maintenance	7,100	Reduce ability to purchase peripherals including batteries, power cords, etc.
Engineering	39,248	3.66%	Personnel	39,248	Due to a retirement in the department, one position will be eliminated and another reclassified.
Finance	325	0.02%	Various O & M	325	Reduction includes wearing apparel, small office equipment, a PC aircard, and application fee for ICMA performance award, with no impact on services.
GIS	4,221	2.07%	Various O & M	4,221	Reduction includes professional development, travel, and office supplies, with little/no impact on services.
Human Resources	6,000	0.80%	Wellness Program	6,000	The cost for Wellness Program is now being funded out of the Health Insurance Fund. No impact on services.
Human Resources	7,371	0.99%	Various O & M	7,371	Reduction includes advertising for position openings, civil service testing (Police), and a reduction in city-wide training activities.

**GENERAL FUND  
BUDGET REDUCTIONS - BY DEPARTMENT  
FISCAL YEAR 2011-2012**

Department	Total Amount Reduced	% of Budget	Reductions By Category	Amount By Category	Reduction Details or Impact Analysis
Inspection Services	12,000	1.10%	Various O & M	12,000	Reductions in office supplies, wearing apparel, professional development, travel, and clean-up funds.
Municipal Court	13,842	2.23%	Personnel	13,842	Reduction of a part-time Court Clerk. This position was converted to part-time in fiscal year 2011.
Municipal Court	1,018	0.16%	Advertising	1,018	Names of warrant holders would appear in one newspaper monthly, reducing amount of exposure and possible payment.
Planning	9,080	2.04%	Planning & Zoning Training and Conference	9,080	Fewer members will attend the National and State APA Conferences, impacting training opportunities.
Project Management	62,722	6.42%	Personnel	62,722	Eliminate one vacant Project Coordinator position. There is a reduction in workload due to fewer planned capital projects.
Project Management	14,572	1.49%	Various O & M	14,572	Reductions to overtime, office supplies, minor tools and equipment, copies made, membership dues, professional development and travel, with no effect on services but could have some effect on performance measures.
Project Management	6,000	0.61%	Special Services	6,000	Reduction to ROW charges with \$2,000 remaining, and reduction of the customization of PM software from \$5,900 to \$2,900.
Public Affairs	10,950	3.78%	Various O & M	10,950	Reduce printing and postage. No newcomer guide will be printed in FY 2012. The guide is currently being printed. The annual calendar will not be mailed to the ETJ.
Public Affairs	6,183	2.13%	Programs	6,183	Reduce budget for Capital Project Events with no impact on quality or effectiveness of events.

**GENERAL FUND  
BUDGET REDUCTIONS - BY DEPARTMENT  
FISCAL YEAR 2011-2012**

Department	Total Amount Reduced	% of Budget	Reductions By Category	Amount By Category	Reduction Details or Impact Analysis
Other Requirements	15,000	1.05%	Special Services	15,000	Cancel Christmas Party. Thanksgiving Luncheon and Service Awards will still be held.
Other Requirements	18,070	1.27%	Fuel	18,070	Reduce contingency account from 8% to 6% for possible fuel price increase anticipated, based on Department of Energy information in May.
Other Requirements	60,000	4.22%	Bank/Credit Cards	60,000	Eliminate banking fees as earnings credits have exceeded the City's monthly fees.
Streets & Drainage	100,000	2.40%	Maintenance of Streets	100,000	Reduce for asphalt overlay and street rehabilitation. A total of \$550,000 remains in the budget for fiscal year 2012.
	\$100,000	3.20%	Sidewalk	\$100,000	Reduce costs of construction and improvements to City sidewalks.
<b>GRAND TOTAL:</b>	<b>\$811,103</b>	<b>1.6%</b>		<b>\$811,103</b>	



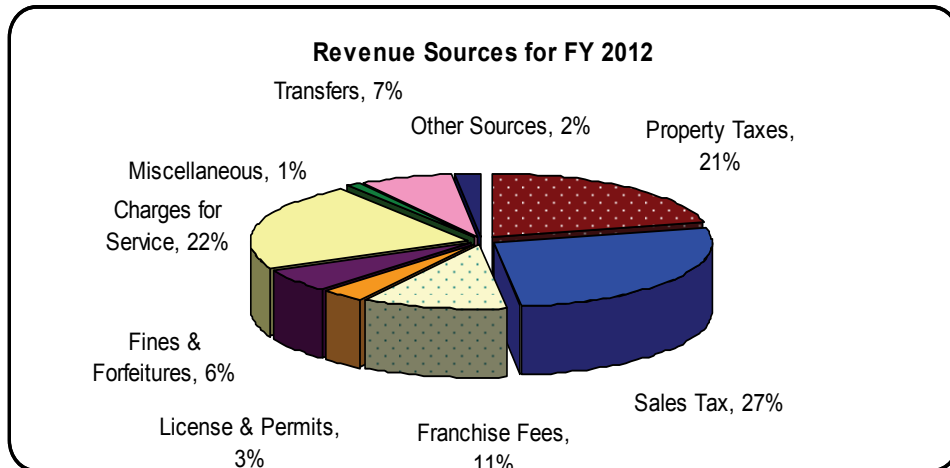
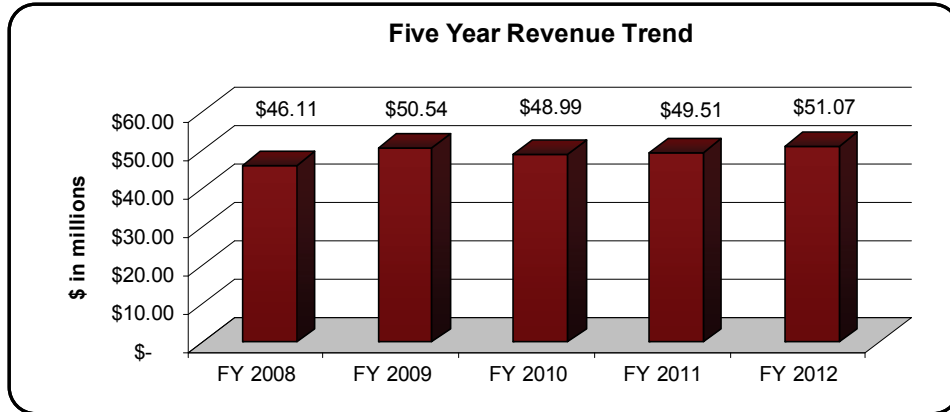
**WATER & SEWER FUND (W&S)  
BUDGET REDUCTIONS - BY DEPARTMENT  
FISCAL YEAR 2011-2012**

Department	Total Amount Reduced	% of Budget	Reductions By Category	Amount By Category	Reduction Details or Impact Analysis
Lift Station	\$1,000	0.1%	Various O & M	\$1,000	Includes: \$1,000 savings on chemicals, cleaners, degreasers and oil for pumps.
Water Production	\$30,456	0.5%	Various O & M	\$30,456	Includes: \$3,960 savings on overtime \$1,032 on PC Aircards, and \$25,474 savings on special services.
W&S Construction	\$21,250	2.3%	Various O & M	\$21,250	Includes: \$1,250 savings on overtime and \$20,000 for various special services.
GIS	\$3,500	1.7%	Various O & M	\$3,500	Includes: \$1,000 savings on special services, \$500 on cellular communications, \$1,000 on professional development and \$1,000 on travel.
<b>Total</b>	<b>\$56,206</b>			<b>\$56,206</b>	
<b>% of Operating Budget (excludes debt service and transfers)</b>		<b>0.4%</b>			<b>% of Total Budget</b>

## General Fund and Water & Sewer Revenues, Expenditures and Other Sources

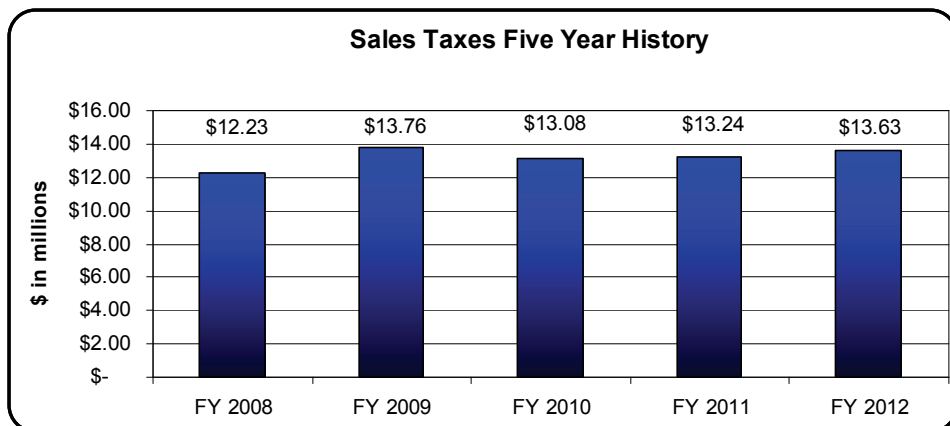
### Trends for Fiscal Year 2012

**General Fund** revenues and other sources are projected to decrease from \$49,511,492 in FY 2011 to \$51,071,229 in FY 2012, an increase of \$1,559,737 or 3.2%, due mainly to an increase in Charges for Services, higher TIRZ Administration Fees and Parks & Recreation events and programs.

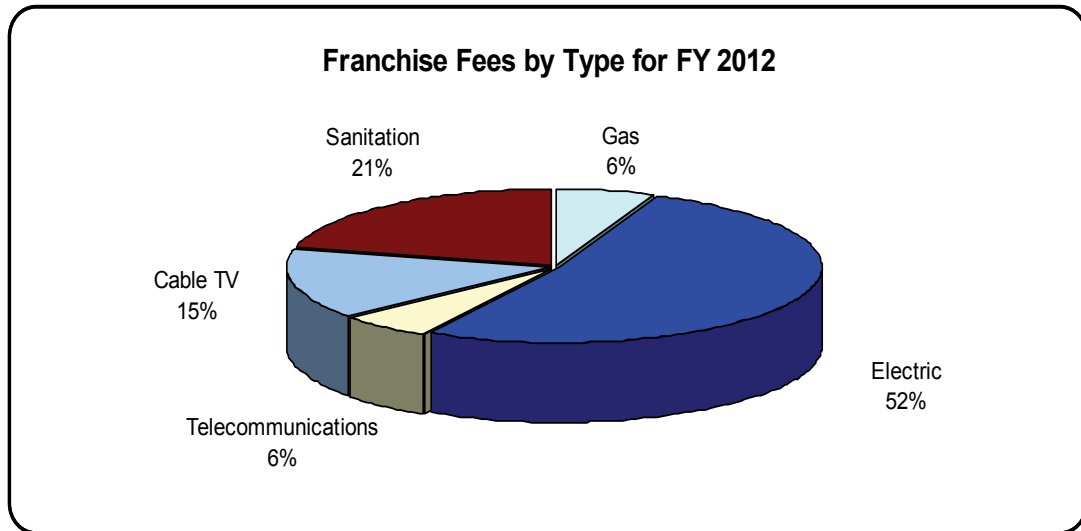


**General Fund Current Property Taxes** are projected to decrease from a projected \$10,535,360 in FY 2011 to \$10,480,519 in FY 2012, a decrease of \$54,841 or 0.5%, due to relatively flat property valuation and a slow down in development.

**Other Taxes**, primarily composed of sales taxes, are projected to increase from a projected \$13,237,205 in FY 2011 to \$13,631,831 in FY 2012, an increase of \$394,626 or 3%. The modest sales tax increase is the result of the slow down of the economy.



**Franchise Fees** are expected to increase from a projected \$5,316,353 in FY 2011 to \$5,361,910 in FY 2012, an increase of \$45,557 or 0.9%, due to anticipated growth in Electric and Sanitation Fees for FY 2012.



**Licenses & Permits** are projected to decrease from a projected \$1,758,736 in FY 2011 to \$1,741,529 in FY 2012, a decrease of \$17,207 or 1% due mainly to the slow down in development.

**Fines & Forfeitures** are projected to increase from a projected \$2,689,500 in FY 2011 to \$2,851,290 in FY 2012, an increase of \$161,790 or 6%, due to an increase in the number of citations and increased warrant collections with the assignment of a second Warrant Officer.

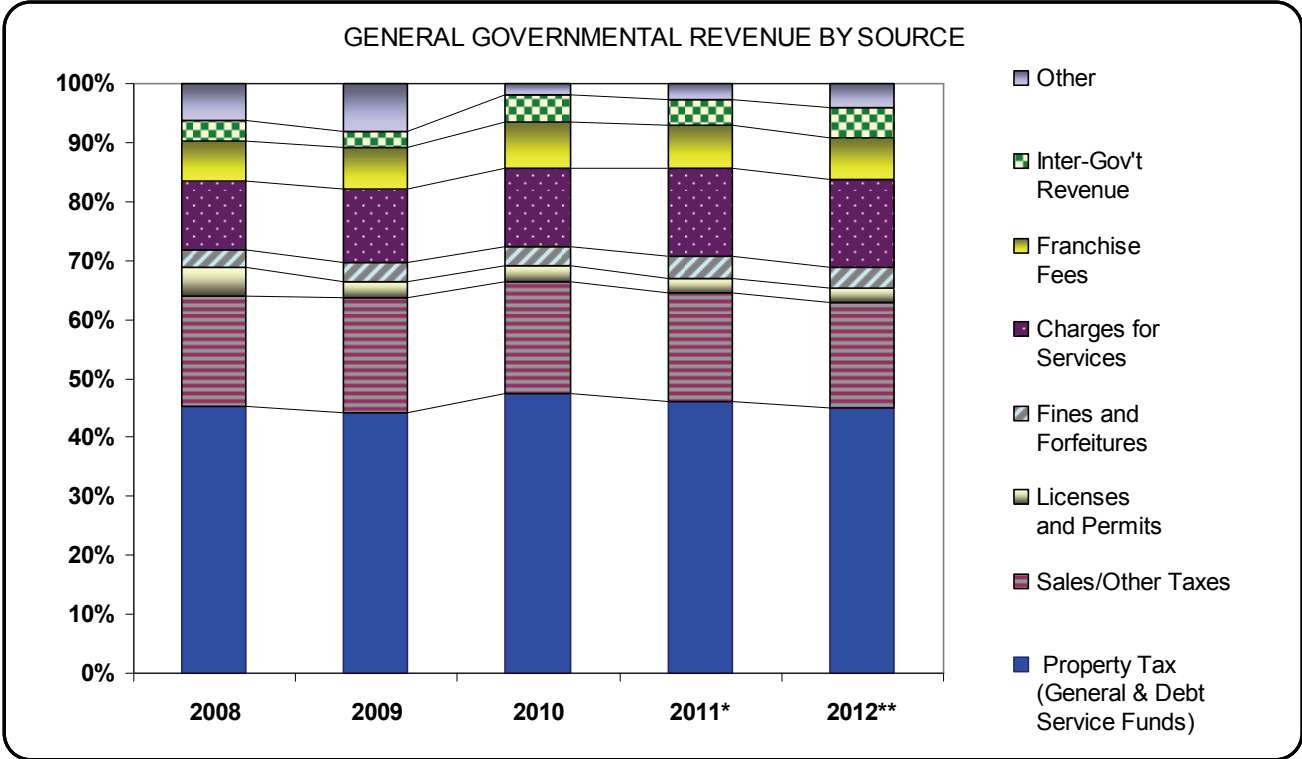
**Charges for Services** are projected to increase from a projected \$10,633,809 in FY 2011 to \$11,292,491 in FY 2012, an increase of \$658,682, or 6.2%. The increase by \$434,443 due to growth of assessed valuation in the TIRZ and an anticipated 3% increase in the tax rate. Parks and Recreation events and Programs also increased.

**Miscellaneous Revenue** is projected to decrease from a projected \$736,145 in FY 2011 to \$342,904 in FY 2012. The decrease is mainly due to projected insurance reimbursements from FEMA in fiscal year 2011 and unanticipated funds received from a legal settlement in fiscal year 2011.

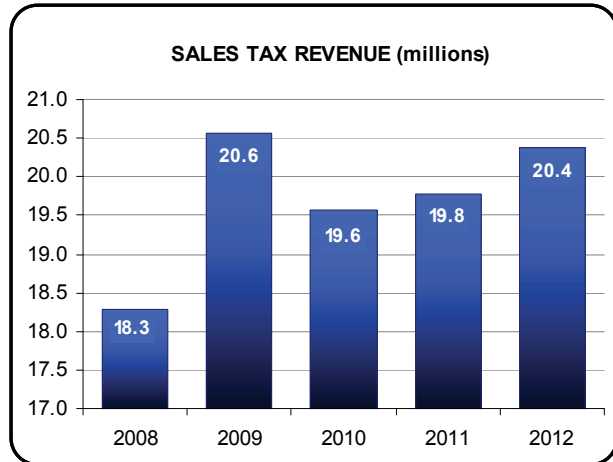
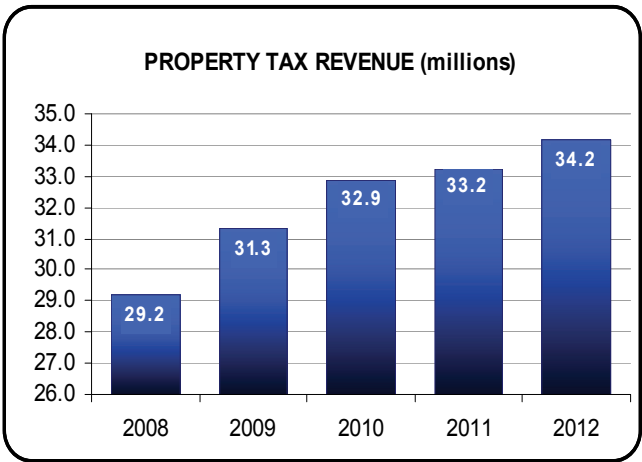
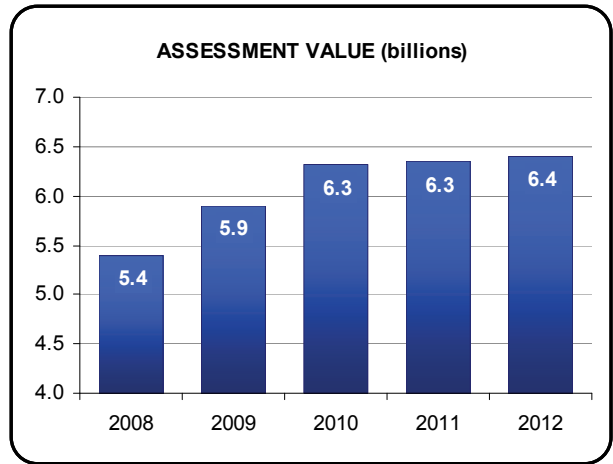
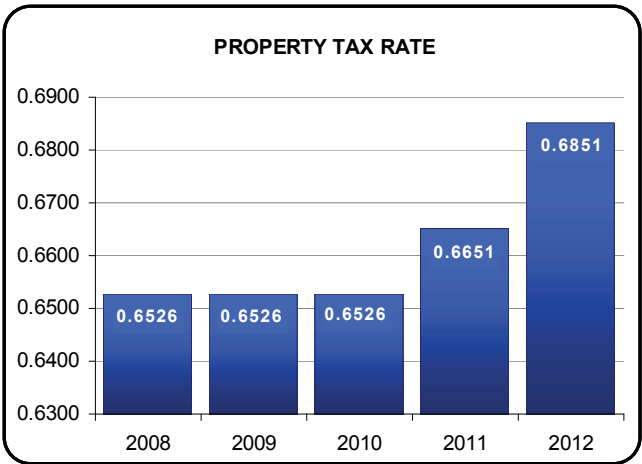
**Inter/Intra Governmental Revenues** are projected to increase from a projected \$3,057,499 in FY 2011 to \$3,786,100 in FY 2012, an increase of \$728,601 or 23.8% mainly due to an increase in transfers from capital project funds for project management and inspection, as well as an increase in grant reimbursements due to a \$331,026 SAFER award.

**Other Financing Sources** is budgeted at \$1,222,785 for FY 2012 and will be obtained through capital lease proceeds to fund the purchase of replacement vehicles, a replacement ambulance and a refurbished ambulance, a new pumper fire engine, replacement computers and servers, and a vector debris body tank and rear door.

## CITY REVENUES - FIVE YEAR TRENDS

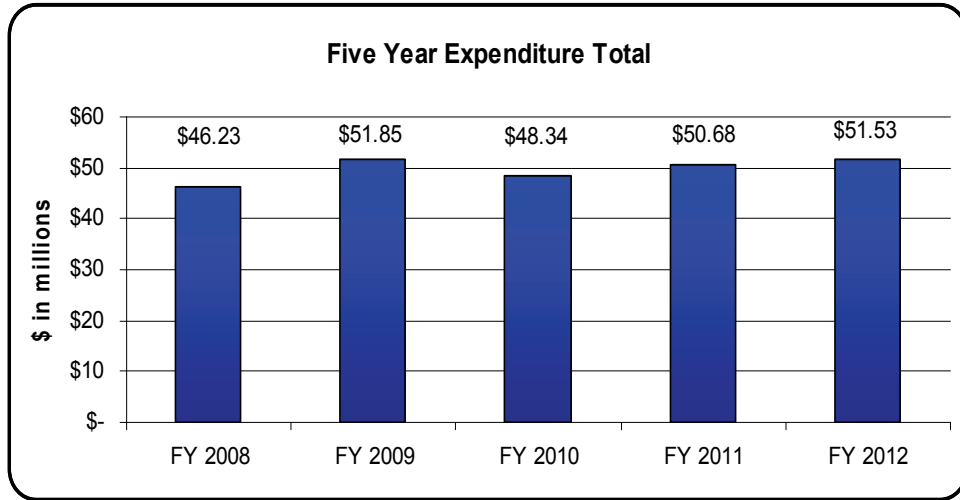


\*2011 Estimate  
 \*\*2012 Adopted Budget



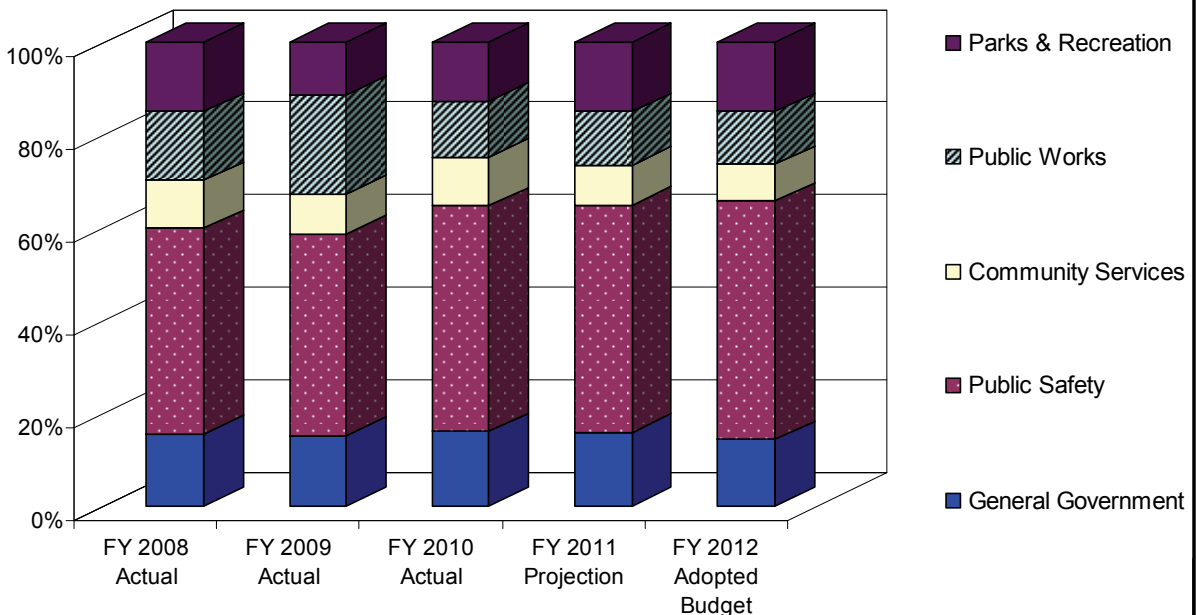
### General Fund Expenditures

General Fund expenditures are proposed to increase from a projected \$50,678,914 in FY 2011 to \$51,525,953 in FY 2012, an increase of \$847,039 or 1.7%.



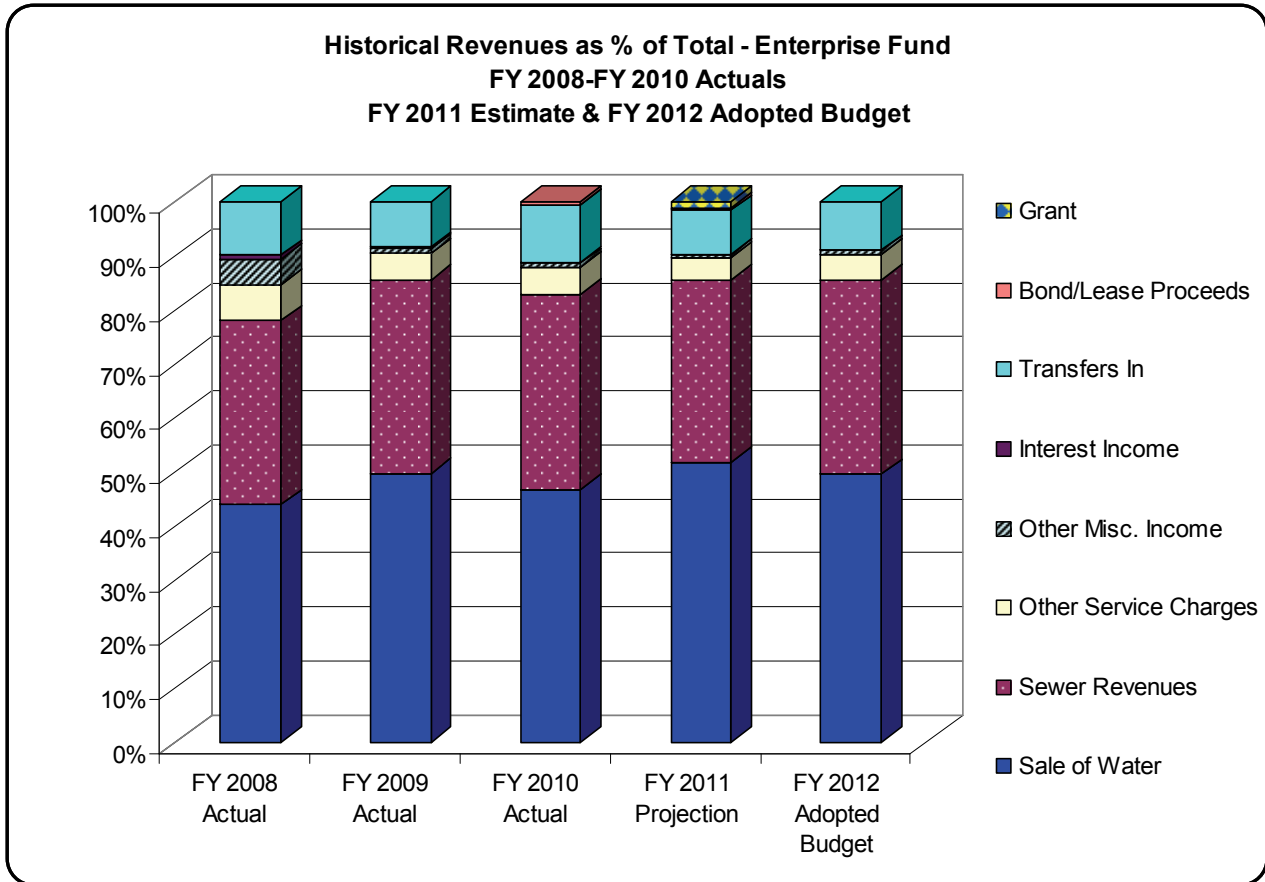
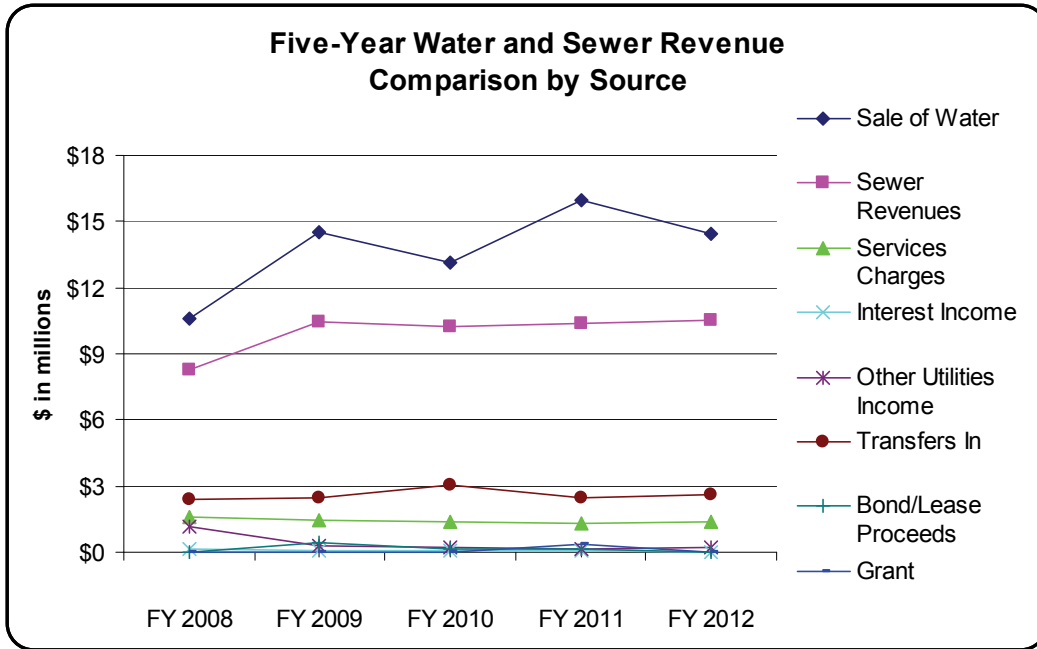
The increase is mainly due to a full year funding of positions budgeted part-year in fiscal year 2011, as well as new positions added in fiscal year 2012. Personnel increases are in the Fire Department with 6 new full-time positions, to be reimbursed from grant funds, 2 Police Officers to be added mid-year, 1 Crime Victim Specialist, to be partially reimbursed from grant funds, 1 Jailer, 1 Building Maintenance Helper, and 1 Administrative Assistant in the Public Works Department at 25% of General Fund funding. In addition, 8 part-time positions were added in Parks, 4 of these are Lifeguards and 2 Water Safety Instructors for the Recreation Center/Natatorium, 1 Recycling Center Attendant in the Recycling Center to extend operating hours, and 1 Ballfield Attendant. The budget includes a police pay plan step increase for police certified personnel, and no increase for all other employees.

### Historical Operating Expenditures as % of Total - General Fund FY 2008-FY 2010 Actuals FY 2011 Estimate & FY 2012 Adopted Budget



### Water and Sewer Fund Revenues

Overall, Water and Sewer Fund revenues are projected to decrease by 5.6% or \$1,741,910, from a projected FY 2011 amount of \$30,879,689 to \$29,137,779 in FY 2012. The decrease is mainly attributable to a decrease in the sale of water. Fiscal year 2011 experienced an unusually hot and dry year which is not anticipated at the same level in fiscal year 2012.





## Water and Sewer Fund Expenses

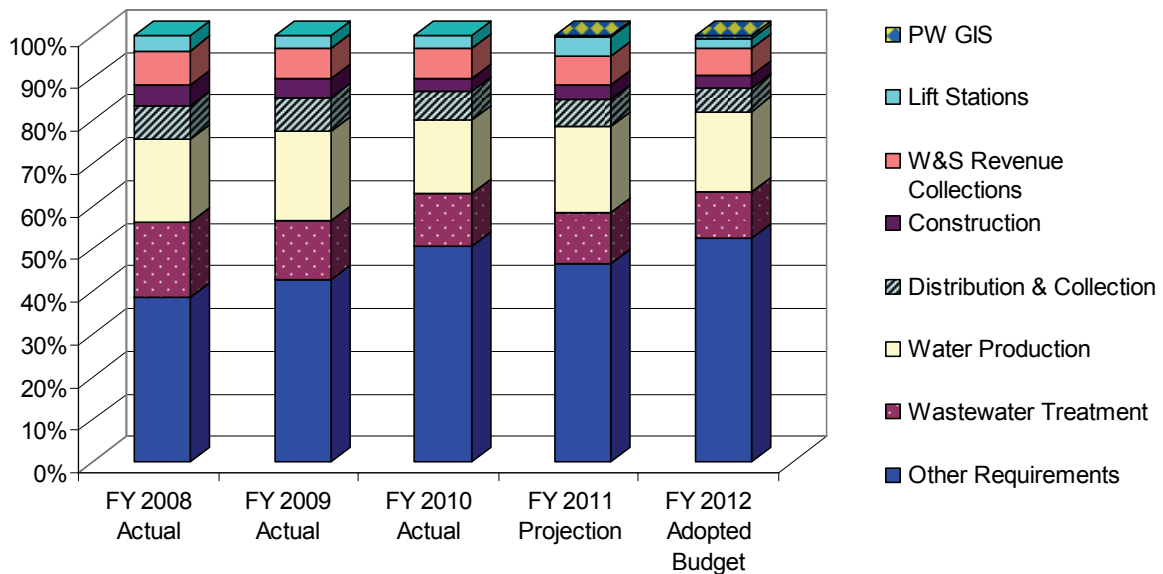
Expenses for the fund are anticipated to increase from a projected amount for FY 2011 of \$31,110,203 to \$31,915,320 in FY 2012, an increase of \$805,117 or 2.3%. Excluding Other Requirements, expenses are projected to decrease by \$1,420,793, going from \$16,655,632 in FY 2011 to \$15,234,839 in FY 2012, a decrease of 8.5%.

### Water & Sewer Expense Comparison by Department

Department	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Projection	FY 2012 Adopted Budget	% Change Inc / (Dec)
Lift Stations	820,220	1,358,653	1,342,513	689,754	-49%
Wastewater Treatment	3,304,136	3,379,792	3,743,086	3,469,754	-7%
Water Production	4,495,008	6,029,508	6,288,690	6,076,718	-3%
Distribution & Collection	1,760,355	1,863,454	1,936,744	1,731,109	-11%
Construction	851,560	1,036,785	1,042,889	942,126	-10%
GIS	0	172,967	152,140	255,393	68%
W&S Revenue Collections	1,823,014	2,155,924	2,149,570	2,069,985	-4%
<b>Sub-Total</b>	<b>13,054,293</b>	<b>15,997,083</b>	<b>16,655,632</b>	<b>15,234,839</b>	<b>-9%</b>
Other Requirements	13,328,157	14,536,251	14,454,571	16,680,481	15%
<b>Total</b>	<b>26,382,450</b>	<b>30,533,334</b>	<b>31,110,203</b>	<b>31,915,320</b>	<b>3%</b>

In Other Requirements the 15% increase is mainly due to pay-as-you-go for various capital projects. The 68% increase in GIS is due to moving the portion budgeted in the General Fund in FY 2011 over to the Water & Sewer Fund in FY 2012. The 49% decrease in Lift Stations is due to a lift station rehabilitation, one lift station conversion, generator transfer switches and the purchase of four portable generators in FY 2011.

**Historical Expenses as % of Total - Enterprise Fund  
FY 2008-FY 2010 Actuals  
FY 2011 Estimate & FY 2012 Adopted Budget**



**FY 2012 ADOPTED BUDGET  
SUMMARY ALL FUNDS  
REVENUES AND EXPENDITURES**

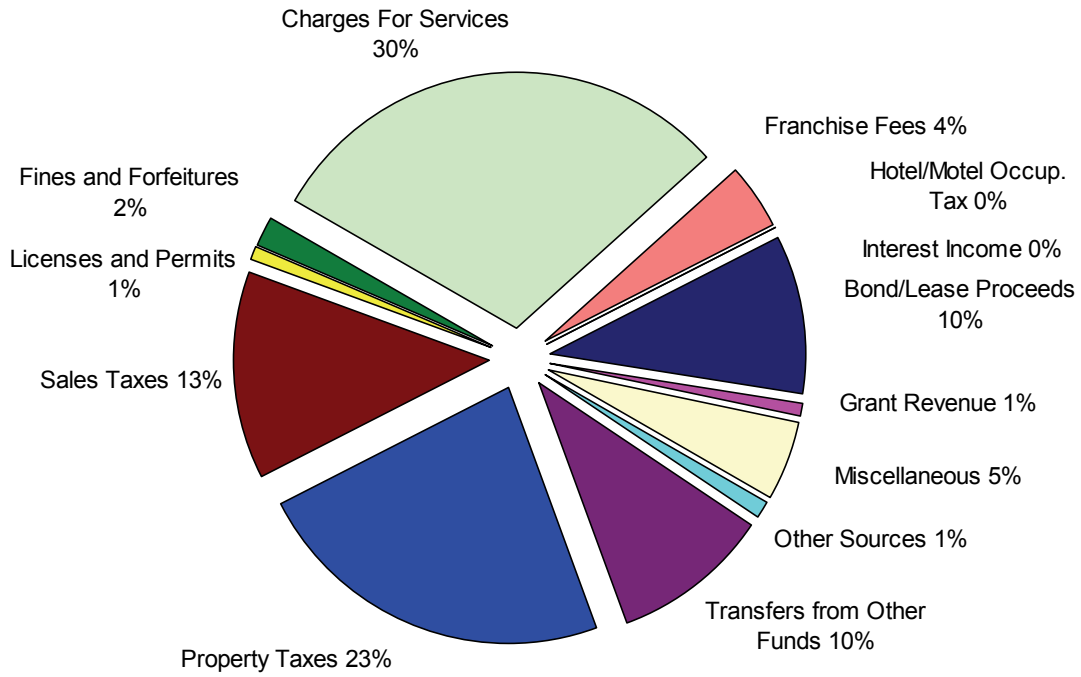
<b>REVENUES</b>	<b>FY2010 ACTUAL</b>	<b>FY2011 AMENDED BUDGET</b>	<b>FY2011 YEAR END PROJECTION</b>	<b>FY2012 ADOPTED BUDGET</b>
Property Taxes	\$ 32,856,157	\$ 32,961,630	\$ 33,244,867	\$ 34,167,330
Sales Taxes	19,575,354	19,758,025	19,786,364	20,377,465
Licenses and Permits	1,806,689	2,078,655	1,758,736	1,741,529
Fines and Forfeitures	2,474,536	2,826,013	2,872,737	3,038,422
Charges For Services	41,332,938	43,653,877	45,576,831	44,989,097
Franchise Fees	5,426,110	5,431,118	5,316,353	5,361,910
Interest Income	267,503	131,950	171,931	73,888
Hotel/Motel Occupancy Tax	496,278	621,700	607,781	626,014
Bond/Lease Proceeds	47,105,209	25,349,729	18,181,661	15,910,922
Developer Contribution		240,000	741,097	
Grant Revenue	1,066,293	2,386,781	2,114,246	995,696
Miscellaneous	7,873,236	5,897,168	7,144,548	7,585,042
Other Revenue Sources	2,301,411	1,209,971	3,001,817	1,247,238
<b>TOTAL REVENUES</b>	<b>\$162,581,714</b>	<b>\$142,546,617</b>	<b>\$140,518,969</b>	<b>\$136,114,553</b>
Transfers from Other Funds	11,809,920	13,360,274	17,115,654	14,704,984
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$174,391,634</b>	<b>\$155,906,891</b>	<b>\$157,634,623</b>	<b>\$150,819,537</b>

<b>EXPENDITURES</b>	<b>FY2010 ACTUAL</b>	<b>FY2011 AMENDED BUDGET</b>	<b>FY2011 YEAR END PROJECTION</b>	<b>FY2012 ADOPTED BUDGET</b>
General Government	\$ 7,620,553	\$ 8,401,227	\$ 7,870,798	\$ 7,203,370
Public Safety	23,141,409	24,220,010	24,457,029	25,968,194
Community Services	5,004,782	4,389,977	4,225,377	3,982,113
Public Works	33,801,974	37,024,486	37,415,697	36,425,984
Utility Billing	1,823,014	2,155,924	2,149,570	2,069,985
Parks & Recreation	6,096,658	7,331,707	7,470,711	7,540,139
Debt Service	23,097,550	27,186,331	27,121,131	27,055,689
Construction <sup>1</sup>	61,731,712	78,787,917	68,247,000	25,977,655
Insurance Coverage	813,655	970,159	1,104,419	1,840,748
Economic Development Corporation	8,620,353	6,247,471	4,739,165	6,837,324
Other <sup>2</sup>	2,013,542	3,281,264	3,020,963	1,541,887
<b>TOTAL EXPENDITURES</b>	<b>\$173,765,202</b>	<b>\$199,996,473</b>	<b>\$187,821,860</b>	<b>\$146,443,088</b>
Transfers to Other Funds	11,809,920	13,360,274	17,115,654	14,704,984
<b>TOTAL EXPENDITURES AND OTHER USES</b>	<b>\$185,575,122</b>	<b>\$213,356,747</b>	<b>\$204,937,514</b>	<b>\$161,148,072</b>
Revenues Over/(Under) Expenditures	(11,183,488)	(57,449,856)	(47,302,891)	(10,328,535)

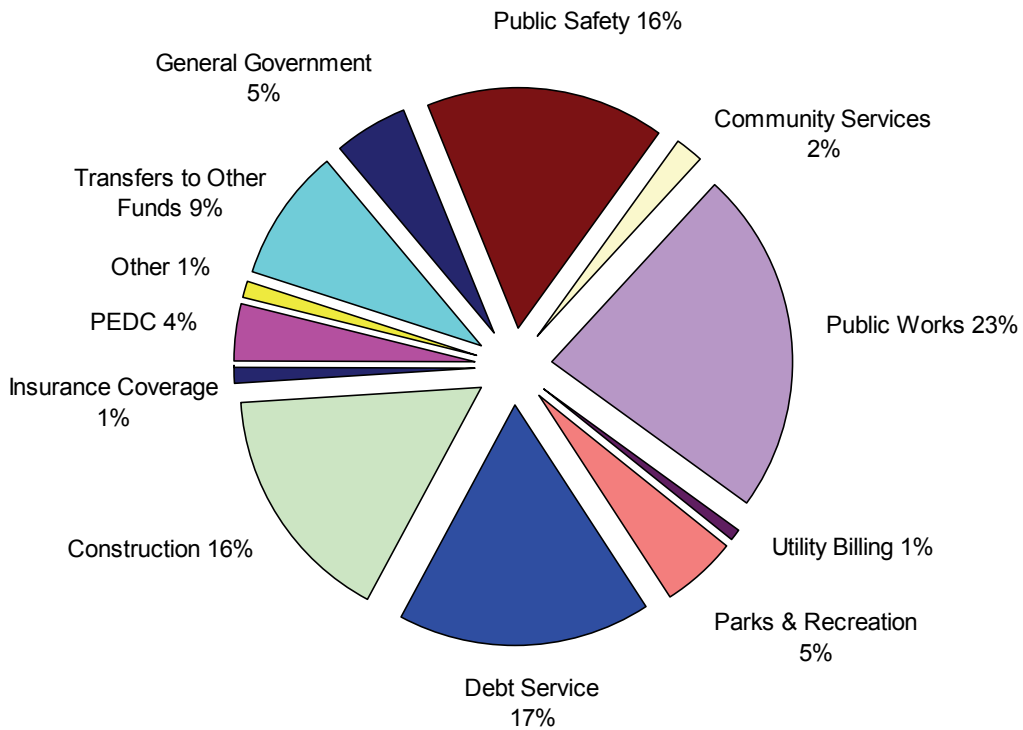
<sup>1</sup>Capital projects are budgeted for project length. Construction is based on annual funding and not dollars spent.

<sup>2</sup>Other includes expenditures for all Special Revenue Funds, excluding transfers.

**Summary Revenues All Funds FY 2012 Adopted Budget**



**Summary Expenditures All Funds FY 2012 Adopted Budget**



**FY 2012 ADOPTED BUDGET  
SUMMARY ALL FUNDS  
ANALYSIS OF FUND BALANCE AND CASH EQUIVALENTS**

FUND	FY 2012 ADOPTED BEG BALANCE	FY 2012 ADOPTED REVENUES	FY 2012 ADOPTED EXPENDITURES	FY 2012 ADOPTED END BALANCE*
General Fund	\$11,694,371	\$51,071,229	\$51,525,953	\$11,239,647
Special Revenue Funds	3,615,513	2,226,558	2,074,704	3,767,367
Governmental Capital Project Funds	5,715,987	10,656,834	13,913,464	2,459,357
Governmental Debt Service Fund	5,011,367	26,141,191	27,055,689	4,096,869
Proprietary Funds	11,981,245	36,542,996	39,359,794	9,164,447
Proprietary Capital Project Funds	4,801,567	15,941,197	19,156,539	1,586,225
Internal Service Fund		1,045,748	1,045,748	
P.E.D.C. Fund	7,993,304	7,193,784	7,016,181	8,170,907
<b>FY 2012 ADOPTED BUDGET</b>	<b><u>\$50,813,355</u></b>	<b><u>\$150,819,537</u></b>	<b><u>\$161,148,072</u></b>	<b><u>\$40,484,820</u></b>

\*Exclusive of any reserve requirements.

**SUMMARY SPECIAL REVENUE FUNDS  
ANALYSIS OF FUND BALANCE**

FUND	FY 2012 ADOPTED BEG BALANCE	FY 2012 ADOPTED REVENUES	FY 2012 ADOPTED EXPENDITURES	FY 2012 ADOPTED END BALANCE
17 Court Security	\$122,813	\$57,295	\$72,720	\$107,388
18 City Wide Donation	41,259	24,587	929	64,917
19 Court Technology	192,048	68,448	52,601	207,895
23 Court Juvenile Management Fund	20,010	62,846	58,314	24,542
35 Traffic Impact Improvement Fund	546,614	1,478		548,092
45 Hotel/Motel Tax	1,414,337	627,814	434,627	1,607,524
46 Park Donations	68,550	27,446	28,500	67,496
47 Park & Recreation Development	764,133	39,562	58,000	745,695
49 Tree Trust	4,665	13	4,000	678
55 Sidewalk	229,283	20,646	12,072	237,857
60 Police State Seizure	164,469	50,444	107,135	107,778
62 Federal Police	24,657	67		24,724
101 Grant	22,476	667,991	667,930	22,537
105 Community Development	199	277,102	277,102	199
140 University of Houston		300,819	300,774	45
<b>TOTAL</b>	<b><u>\$3,615,513</u></b>	<b><u>\$2,226,558</u></b>	<b><u>\$2,074,704</u></b>	<b><u>\$3,767,367</u></b>

**FY 2012 PROPOSED BUDGET  
GOVERNMENTAL CAPITAL PROJECT FUNDS  
ANALYSIS OF FUND BALANCE**

FUND	FY 2012 ADOPTED BEG BALANCE	FY 2012 ADOPTED REVENUES	FY 2012 ADOPTED EXPENDITURES	FY 2012 ADOPTED END BALANCE
50 Capital Projects General	\$358,049	\$725,000	\$1,012,014	\$71,035
68 Capital Projects-CO 2001	2,087,003	339,493	2,309,604	116,892
70 Capital Projects Mobility GO 2001	782,078		743,549	38,529
200 Capital Projects-CO 2006	65,735	2,429	68,164	
201 Capital Projects-CO 2007	167,302	2,700		170,002
202 Capital Projects-GO 2007A	1,481,871		64,811	1,417,060
203 Capital Projects-GO 2009	773,949	9,587,212	9,715,322	645,839
<b>TOTAL</b>	<b>\$5,715,987</b>	<b>\$10,656,834</b>	<b>\$13,913,464</b>	<b>\$2,459,357</b>

**INDIVIDUAL PROPRIETARY FUNDS  
ANALYSIS OF FUND BALANCE AND CASH EQUIVALENTS**

FUND	FY 2012 ADOPTED BEG BALANCE*	FY 2012 ADOPTED REVENUES	FY 2012 ADOPTED EXPENDITURES	FY 2012 ADOPTED END BALANCE*
30 Water & Sewer Fund	\$11,810,269	\$29,137,779	\$31,915,320	\$9,396,026
31 Solid Waste Fund	170,976	7,405,217	7,444,474	131,719
42 Utility Impact Fee Fund	1,655,930	6,133,919	6,950,950	838,899
44 Shadow Creek Impact Fee	344,905	756,244	877,222	223,927
67 W & S Revenue Bonds 1999	2,386,337	7,791,037	9,661,608	515,766
301 Water/Sewer Pay As You Go CIP	414,395	1,259,997	1,666,759	7,633
<b>TOTAL</b>	<b>\$16,782,812</b>	<b>\$52,484,193</b>	<b>\$58,516,333</b>	<b>\$11,113,970</b>

\*Exclusive of any reserve requirements.

**P.E.D.C.  
ANALYSIS OF FUND BALANCE**

FUND	FY 2012 ADOPTED BEG BALANCE	FY 2012 ADOPTED REVENUES	FY 2012 ADOPTED EXPENDITURES	FY 2012 ADOPTED END BALANCE
15 Economic Development Fund	\$7,993,304	\$7,193,784	\$7,016,181	\$8,170,907
<b>TOTAL</b>	<b>\$7,993,304</b>	<b>\$7,193,784</b>	<b>\$7,016,181</b>	<b>\$8,170,907</b>

## **FY 2012 ANNUAL BUDGET PROPERTY TAX COLLECTIONS**

### **OVERVIEW**

The City's property tax is levied each October 1 on the certified assessed value as of January 1 for all real and personal property. The appraisal of property is the responsibility of the Brazoria, Fort Bend and Harris County Central Appraisal Districts, as the City lies in all three Districts. Appraisals may be challenged through various appeals and, if necessary, legal action. The City is permitted by the State of Texas Constitution to levy taxes up to \$2.50 per \$100 of assessed valuation for general government services including the payment of principal and interest on general obligation long-term debt. In tax year 1998, TIRZ #2 was formed, which is the Shadow Creek Ranch development. Taxes assessed and collected by the participating entities over and above the base value of the property upon creation of the TIRZ are deposited to the benefit of the TIRZ to support improvements within the TIRZ. The City contracts with Brazoria County for the billing and collection of property taxes. The budget, as adopted, is based on certified values from Brazoria County and preliminary values from Fort Bend and Harris Counties.

The net taxable value based on values used totals \$6,399,776,130, an 0.84% or \$53.5 million increase over the current adjusted tax roll. New value totals are offset by lower valuations on existing properties, however specific numbers are not available at this time. The TIRZ value is estimated at \$1,407,645,851, a 1.6% or \$22.0 million increase over last year.

The tax rate for the proposed budget totals \$0.6851 per \$100 valuation, an increase of \$0.02 or 3%. The budget allocates \$0.4700 of the tax rate to the Debt Service Fund to support current debt and \$0.2151 to the General Fund, for a total tax rate of \$0.6851. The General Fund component of the tax rate remains the same and the Debt Service tax rate increases by \$0.02, from \$0.4500 to \$0.4700.

The tax analysis prepared in 2007 for the \$162 million bond referendum showed that a 13-cent tax rate increase was needed for the continuance of the 2001 and the implementation of the 2007 bond referendums. The proposed total tax rate of \$0.6851 is only an increase of 3.25 cents from 2007. This can be attributable to construction savings on bond related projects, delay of capital projects, operating budget reductions of \$4.3 million, new development and sales tax increases since 2007.

The City can fund Debt Service and operations with use of fund balance, some debt issuance in 2012, efficient operations, incorporating another \$800,000 in operating budget reductions in addition to the \$3.4 million reduced in fiscal year 2011, and by a slight increase in the tax rate.

Due to the downturn in the economy, the City has elected to delay several capital projects versus constructing and increasing the tax rate further.

Based on these assumptions and a 98% collection rate, a tax levy of \$9,450,906 will be conveyed to the TIRZ and \$33,381,452 will remain with the City.



**CITY OF PEARLAND  
TAX COLLECTIONS**

	FY 2011 CERTIFIED LEVY	FY 2011 ADJUSTED LEVY	FY 2011 YEAR END PROJECTION	FY 2012 PRELIMINARY ROLL
<b>REVENUES</b>				
City Levy - 100%	32,607,581	32,859,488	32,576,873	34,063,026
TIRZ - 100%	9,321,430	9,215,631	9,031,318	9,643,782
<b>TOTAL at 100%</b>	<b>41,929,012</b>	<b>42,075,119</b>	<b>41,608,191</b>	<b>43,706,807</b>

Collection Rate	100%	100%	98.9%	98.0%
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**ALLOCATION:**

General Fund	10,545,292	10,626,758	10,535,360	10,480,519
Debt Service Fund	22,062,289	22,232,730	22,041,513	22,900,933
TIRZ	9,321,430	9,215,631	9,031,318	9,450,906
<b>TOTAL ALLOCATION</b>	<b>41,929,012</b>	<b>42,075,119</b>	<b>41,608,191</b>	<b>42,832,358</b>

Tax Year	Certified 2010*	Adjusted 2010	Preliminary 2011
Taxable Value	6,304,166,529	6,346,287,272	6,399,776,130
TIRZ Added Value	1,401,508,098	1,385,600,739	1,407,645,851
<b>Taxable Value to City</b>	<b>4,902,658,431</b>	<b>4,960,686,533</b>	<b>4,992,130,279</b>

**Tax Rate per \$100**

General Fund	0.2151	0.2151
Debt Service Fund	0.4500	0.4700
<b>Total Tax Rate</b>	<b>0.6651</b>	<b>0.6851</b>

**Tax Rate Split**

General Fund	32.34%	31.40%
Debt Service Fund	67.66%	68.60%
<b>Total</b>	<b>100.00%</b>	<b>100.00%</b>

Note: Includes values pending at time of certification.

## 2011 Property Tax Rates in City Of Pearland

This notice concerns the 2011 property tax rates for the City of Pearland. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

### Last year's tax rate:

Last year's operating taxes	\$12,756,605
Last year's debt taxes	\$26,687,457
Last year's total taxes	\$39,444,062
Last year's tax base	\$5,930,546,083
Last year's total tax rate	\$0.665100/\$100

### This year's tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$30,297,898
/ This year's adjusted tax base (after subtracting value of new property)	\$4,527,981,585
= This year's effective tax rate (Maximum rate unless unit publishes notices and holds hearings.)	\$0.66125/\$100

### This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$9,799,214
/ This year's adjusted tax base	\$4,527,981,585
= this year's effective operating rate	\$0.216415/\$100
X 1.08 = this year's maximum operating rate	\$0.233728/\$100
+ This year's debt rate	\$0.470000/\$100
= This year's total rollback rate	\$0.703728/\$100

### Statement of Increase/Decrease

If the City of Pearland adopts a 2011 tax rate equal to the effective tax rate of \$0.669125 per \$100 of value, taxes would decrease compared to 2010 taxes by -\$7,905,570.

**Schedule A—Unencumbered Fund Balance**

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

<b>Type of Property Tax Fund</b>	<b>Balance</b>
Maintenance & Operations	\$11,694,371
Interest & Sinking	\$5,011,367

**Schedule B—2011 Debt Service**

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

<b>Description of Debt</b>	<b>Principal or Contract Payment to be Paid From Property Taxes</b>	<b>Interest to be Paid from Property Taxes</b>	<b>Other Amounts to be Paid</b>	<b>Total Payment</b>
Series 2002-2011	\$8,830,000	\$13,192,644	\$36,438	\$22,059,082
MUD Rebates	0	0	\$4,370,384	\$4,370,384
Short-Term Financing	\$542,486	\$83,737	0	\$626,223
Total required for 2011 debt service			\$27,055,689	
- Amount (if any) paid from Schedule A			\$2,443,144	
- Amount (if any) paid from other resources			\$2,459,577	
- Excess collections last year			\$0	
= Total to be paid from taxes in 2011			\$22,152,968	
+ Amount added in anticipation that the unit will Collect only 100.00% of its taxes in 2011			\$0	
= Total debt levy			\$22,152,968	

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 451 N. Velasco, Rm 150, Angleton, Texas.

Name of person preparing this notice: Ro'Vin Garrett, RTA

Title: Tax Assessor-Collector

Date Prepared 08/09/2011

## ASSESSED VALUATION, TAXES LEVIED AND TAXES COLLECTED

### TEN YEAR SUMMARY OF ASSESSED VALUATION WITH ESTIMATE FOR FISCAL YEAR 2010-2011 AND ADOPTED FOR FISCAL YEAR 2011-2012

YEAR	ASSESSED VALUATION	TAX RATE	TOTAL TAX LEVY	CURRENT TAX COLLECTIONS	% OF CURRENT TAXES COLLECTED	DELINQUENT TAX COLLECTION
2000-2001	1,563,403,093	0.6860	10,863,316	10,609,654	97.66%	179,483
2001-2002	1,875,009,660	0.6860	12,890,017	12,477,283	96.80%	199,030
2002-2003	2,049,246,251	0.6860	14,880,007	14,575,297	97.95%	343,374
2003-2004	2,343,903,166	0.6960	18,030,473	17,633,986	97.80%	358,048
2004-2005	2,755,557,144	0.6948	21,073,788	20,576,812	97.64%	440,000
2005-2006	3,576,439,129	0.6744	24,284,567	23,690,031	97.55%	450,000
2006-2007	4,412,821,949	0.6526	28,819,229 ***	28,235,276	97.97%	276,124
2007-2008	5,389,790,165	0.6526	35,035,569	34,461,652	98.36%	310,112
2008-2009	5,904,826,560	0.6526	38,368,354	37,820,603	98.57%	592,199
2009-2010	6,269,047,937	0.6526	41,081,407	40,590,543	98.81%	274,230
<b>*2010-2011</b>	<b>6,346,287,272</b>	<b>0.6651</b>	<b>42,075,119</b>	<b>41,608,191</b>	<b>98.89%</b>	<b>293,901</b>
<b>**2011-2012</b>	<b>6,399,776,130</b>	<b>0.6851</b>	<b>43,706,807</b>	<b>42,832,358</b>	<b>98.00%</b>	<b>301,790</b>

### DISBURSEMENTS OF AD VALOREM TAX LEVY

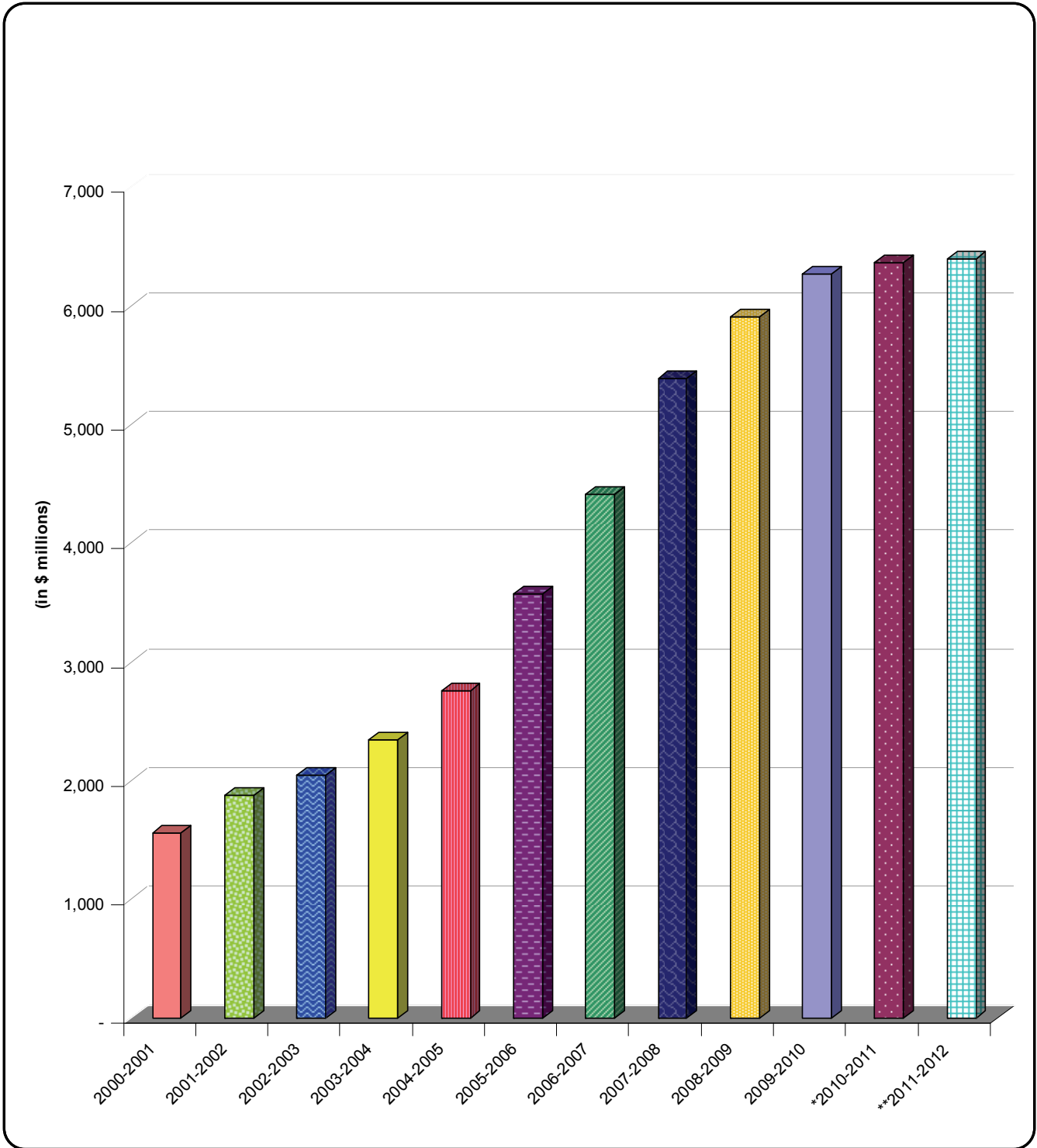
REQUIREMENTS	ACTUAL 2010-2011 Tax Rate	ESTIMATED 2010-2011 Distribution	ADOPTED 2011-2012 Tax Rate**	ADOPTED 2011-2012 Distribution**
GENERAL FUND	0.2151	10,535,360	0.2151	10,480,519
DEBT SERVICE FUND	0.4500	22,041,513	0.4700	22,900,933
TIRZ	-	9,031,318	-	9,450,906
<b>TOTAL</b>	<b>0.6651</b>	<b>41,608,191</b>	<b>0.6851</b>	<b>42,832,358</b>

\*Estimated at 98% collections.

\*\*Adopted

\*\*\*Total Tax Levy includes Brazoria County MUD 1 annexed December 31, 2006.

# ASSESSED VALUATION



\*Estimated  
\*\*Adopted

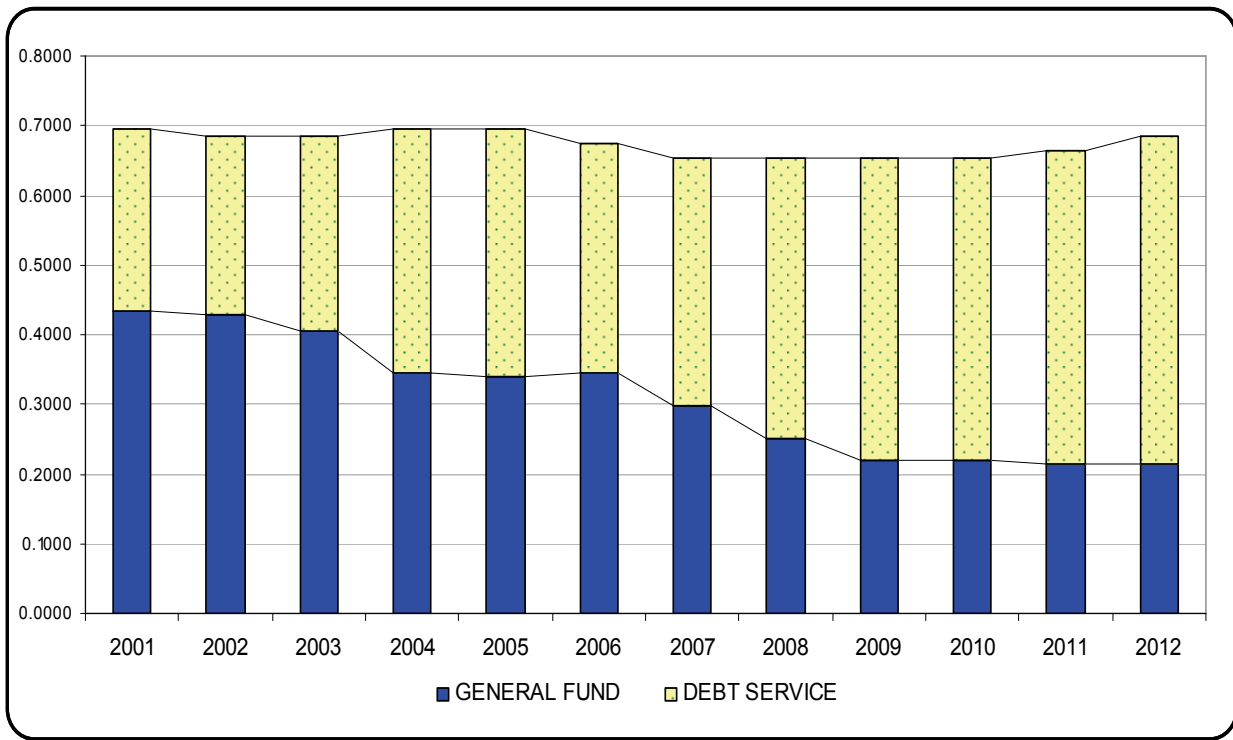
# TAX RATE DISTRIBUTION

## LAST TEN YEARS AND CURRENT FOR FISCAL YEAR 2010-2011 AND ADOPTED FOR FISCAL YEAR 2011-2012

<u>FISCAL YEAR</u>	<u>GENERAL FUND</u>	<u>DEBT SERVICE</u>	<u>TOTAL TAX RATE</u>
2001	0.4350	0.2600	0.6950
2002	0.4300	0.2560	0.6860
2003	0.4060	0.2800	0.6860
2004	0.3457	0.3503	0.6960
2005	0.3389	0.3559	0.6948
2006	0.3455	0.3289	0.6744
2007	0.298974	0.353685	0.652659
2008	0.2503	0.4023	0.6526
2009	0.2201	0.4325	0.6526
2010	0.2201	0.4325	0.6526
2011	0.2151	0.4500	0.6651
2012	0.2151	0.4700	0.6851

**Notes:**

1. The maximum tax rate for the City of Pearland is \$2.50 per \$100 assessed valuation. Within this \$2.50 maximum, there is no legal limit upon the amount of taxes, which may be levied for debt.
2. The City does not have legal debt margin as the law does not mandate any debt limit on the City.



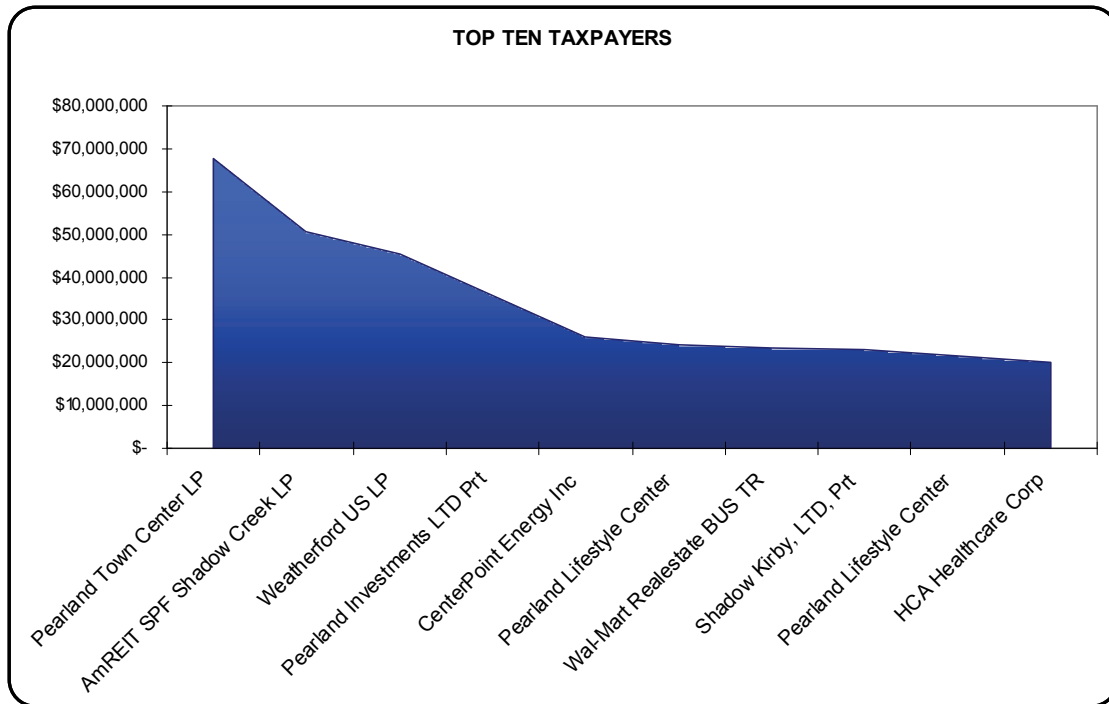


## PRINCIPAL TAXPAYERS 2010-2011

<u>TAXPAYERS</u>		<u>BUSINESS</u>	<u>ASSESSED VALUE OF PROPERTY</u>	<u>% OF ASSESSED VALUE</u>
1	Pearland Town Center LP	Retail Center Management	\$ 67,661,190	1.06%
2	AmREIT SPF Shadow Creek LP	Retail Center Management	\$ 50,744,245	0.79%
3	Weatherford US LP	Oil Field Service, Rental & Fishing	\$ 45,210,463	0.71%
4	Pearland Investments LTD Prt	Home Construction	\$ 35,554,380	0.56%
5	CenterPoint Energy Inc	Utility Company	\$ 25,946,710	0.41%
6	Pearland Lifestyle Center	Retail	\$ 24,153,065	0.38%
7	Wal-Mart Realestate BUS TR	Retail Stores	\$ 23,412,910	0.37%
8	Shadow Kirby, LTD, Prt	Multi-Family Residential	\$ 23,114,059	0.36%
9	Pearland Lifestyle Center	Retail Center	\$ 21,508,252	0.34%
10	HCA Healthcare Corp	Medical Center	\$ 20,030,180	0.31%
<b>TOTAL PRINCIPAL TAXPAYERS</b>			<b>\$ 337,335,454</b>	<b>5.27%</b>
			<b>ALL OTHERS</b>	<b>\$ 6,062,440,676 94.73%</b>
			<b>*TOTAL</b>	<b>\$ 6,399,776,130 100.00%</b>

\*Certified for Fiscal Year 2011-2012

**SOURCE:** Brazoria County Tax Assessor Collector



## **DEBT SERVICE FUND SUMMARY FY 2012 ADOPTED BUDGET**

### **OVERVIEW**

The Debt Service Fund, also known as the interest and sinking fund, is established by ordinance and accounts for the issuance of debt and provides for the payment of debt, including principal, interest and tax rebates to in-city municipal utility districts as payments become due. In the Debt Service Fund, an ad valorem (property) tax rate and tax levy are required to be computed and levied, which will be sufficient to produce the money to satisfy annual debt service requirements. The City of Pearland has no general obligation legal debt limit other than a ceiling on the tax rate specified by the State of Texas. Under the rules of the Texas Attorney General, the City may issue general obligation debt in an amount no greater than that which can be serviced by a debt service tax rate of \$1.50 per \$100 assessed valuation, based on a 90% collection rate.

Based on the values used, the budget as adopted assumes a Debt Service tax rate of \$0.4700 per \$100 assessed valuation. Due to a relatively flat property valuation, resulting from lower values on existing residential and commercial properties and a lower rate of new development, an increase of \$.0200 from the current tax rate of \$0.4500 is necessary to meet obligations. This is an increase of 3.75 cents over the last two years and an increase of approximately 9.0 cents on the Debt Service tax rate needed since 2007 in order to continue the 2001 and implement the 2007 voted bond referendums.

The tax rate generates \$22,900,933 in current property taxes at a 98% collection rate. Revenues also include \$796,087 from U of H and PEDC for debt service associated with the construction of the University of Houston-Clear Lake Pearland Campus, which they occupy. For fiscal year 2012, \$1.5 million is being transferred from remaining bond funds on Pearland Parkway Extension, which will be used towards debt service payments on the bonds sold for this project.

Expenditures total \$27,055,689 for fiscal year 2012, and include \$22,022,394 in principal and interest payments, including new debt sold in September 2011. New debt includes \$5,430,000 in General Obligation Bonds, which will represent the fourth installment of the \$162 million approved by the voters. After this issuance there remains \$104.5 million to be sold. Also issued in 2011 was the sale of \$2.1 million in Certificates of Obligation. There will be \$3.9 million in debt sold in fiscal year 2012. Total principal outstanding at 9/30/2012 is anticipated to be \$293.3 million, including debt issued in fiscal year 2011 and anticipated to be issued in 2012. Tax rebates to in-city MUD's total \$4,370,384, an increase of \$416,335 from fiscal year 2011, as newer districts continue to develop.

There is a planned drawdown of fund balance in the amount of \$914,498, which will bring the fund balance at 9/30/2012 to \$4,096,896, which is \$1,391,300 over the reserve policy of \$2,705,569, or 10% of expenditures. It is anticipated that there will be another drawdown of fund balance in fiscal year 2013 to mitigate a forecasted tax rate increase that will be necessary in fiscal year 2013. It is forecast that in fiscal years 2013 and 2014, the Debt Service Fund will drop below reserve policy guidelines, however will meet policy in 2015.

**DEBT SERVICE FUND - 20**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b><u>OPERATING REVENUES</u></b>				
Property Taxes	\$ 21,740,334	\$ 22,246,773	\$ 22,451,513	\$ 23,326,941
Miscellaneous	121,522	906,865	838,072	826,191
Transfers	357,127	436,531	451,704	1,988,059
Bond Proceeds	337,707	1,685,521	1,685,521	
<b>TOTAL</b>	<b>22,556,690</b>	<b>25,275,690</b>	<b>25,426,810</b>	<b>26,141,191</b>
<b><u>OPERATING EXPENDITURES</u></b>				
Rebates & Misc.	3,829,389	3,939,502	3,982,774	4,395,822
Bond Payment	18,996,230	22,688,161	22,635,334	22,022,394
Short-Term Note	271,931	558,668	503,023	637,473
<b>TOTAL</b>	<b>23,097,550</b>	<b>27,186,331</b>	<b>27,121,131</b>	<b>27,055,689</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(540,860)</b>	<b>(1,910,641)</b>	<b>(1,694,321)</b>	<b>(914,498)</b>
<b>FUND BALANCE - BEGINNING</b>	<b>7,246,549</b>	<b>6,705,688</b>	<b>6,705,688</b>	<b>5,011,367</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 6,705,688</b>	<b>\$ 4,795,047</b>	<b>\$ 5,011,367</b>	<b>\$ 4,096,869</b>
Reserve 10%			2,712,113	2,705,569
Over Policy			2,299,254	1,391,300

**DEBT SERVICE FUND - 20  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
020-0000-350.01-01	Current Taxes	21,328,992	21,796,773	22,041,513	22,900,933
020-0000-350.01-02	Delinquent Taxes	178,318	230,000	190,000	197,790
020-0000-350.01-03	Penalty & Interest	233,024	220,000	220,000	228,218
<b>*TAXES</b>		<b>21,740,334</b>	<b>22,246,773</b>	<b>22,451,513</b>	<b>23,326,941</b>
020-0000-335-65-00	Miscellaneous				
020-0000-356.00-00	Interest Income	36,414	30,104	31,600	30,104
020-0000-356.06-00	Unrealized Capital Gain (Loss)	3,342			
020-0000-358.99-00	Miscellaneous	81,766	876,761	806,472	796,087
020-0000-358.99-01	MUD Contribution				
<b>*MISCELLANEOUS</b>		<b>121,522</b>	<b>906,865</b>	<b>838,072</b>	<b>826,191</b>
020-0000-359.09-00	From Fund 30	277,127	277,127	277,127	277,127
020-0000-359.45-00	From Fund 45		159,404	170,537	
020-0000-359.18-00	From Fund 50	80,000			47,442
020-0000-359.43-00	From Fund 43			4,040	
020-0000-359.24-00	From Fund 68				1,500,000
020-0000-359.99-00	From Fund 10				163,490
<b>*GRANT, ISSUANCE, TRANSFER</b>		<b>357,127</b>	<b>436,531</b>	<b>451,704</b>	<b>1,988,059</b>
020-0000-360.01-00	Bond Proceeds		1,685,521	1,685,521	
020-0000-360.07-00	Capitalized Interest	337,707			
<b>*BOND PROCEEDS</b>		<b>337,707</b>	<b>1,685,521</b>	<b>1,685,521</b>	
	<b>TOTAL</b>	<b>22,556,690</b>	<b>25,275,690</b>	<b>25,426,810</b>	<b>26,141,191</b>

**GOVERNMENTAL DEBT MATURITY SCHEDULE  
AS OF 9/30/2011**

**GENERAL LONG-TERM DEBT\***

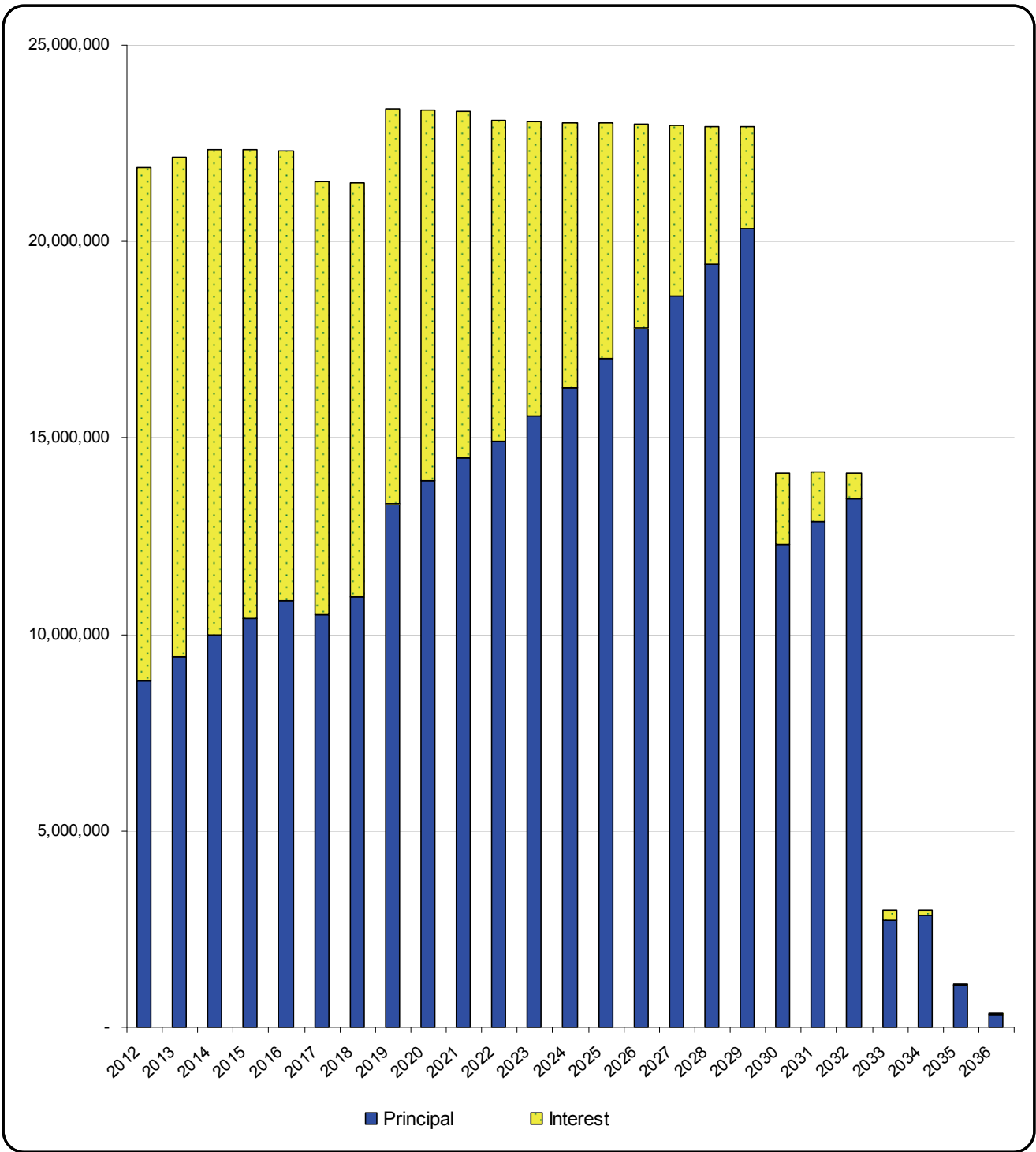
	<b>Principal</b>	<b>Interest</b>	
2011-2012	8,830,000	13,071,167	21,901,167
2012-2013	9,435,000	12,723,208	22,158,208
2013-2014	9,995,000	12,356,837	22,351,837
2014-2015	10,405,000	11,934,797	22,339,797
2015-2016	10,850,000	11,472,683	22,322,683
2016-2017	10,500,000	11,016,354	21,516,354
2017-2018	10,945,000	10,556,105	21,501,105
2018-2019	13,340,000	10,030,026	23,370,026
2019-2020	13,905,000	9,434,955	23,339,955
2020-2021	14,505,000	8,814,860	23,319,860
2021-2022	14,920,000	8,165,079	23,085,079
2022-2023	15,570,000	7,484,828	23,054,828
2023-2024	16,275,000	6,760,793	23,035,793
2024-2025	17,015,000	5,991,612	23,006,612
2025-2026	17,800,000	5,184,689	22,984,689
2026-2027	18,605,000	4,355,786	22,960,786
2027-2028	19,435,000	3,495,331	22,930,331
2028-2029	20,325,000	2,583,825	22,908,825
2029-2030	12,280,000	1,840,578	14,120,578
2030-2031	12,865,000	1,260,184	14,125,184
2031-2032	13,470,000	647,616	14,117,616
2032-2033	2,725,000	269,881	2,994,881
2033-2034	2,855,000	139,294	2,994,294
2034-2035	1,070,000	36,356	1,106,356
2035-2036	335,000	6,909	341,909
<b>TOTAL</b>	<b>298,255,000</b>	<b>159,633,753</b>	<b>457,888,753</b>

<b>Series Name</b>	<b>Principal Amount</b>
Permanent Improvement Bonds Series 2002	810,000
Certificates of Obligation Series 2003	15,105,000
Permanent Improvement Bonds Series 2003	12,870,000
Certificates of Obligation Series 2004	13,035,000
Permanent Improvement and Refunding Bonds Series 2005	33,250,000
Certificates of Obligation Series 2006	9,475,000
Permanent Improvement and Refunding Bonds Series 2006	31,645,000
BC MUD 1 Series 2007	1,925,000
Permanent Improvement and Refunding Bonds Series 2007	69,450,000
Certificates of Obligation Series 2007	22,900,000
Permanent Improvement Bonds Series 2008	22,220,000
Certificates of Obligation Series 2008	8,715,000
Certificates of Obligation Series 2009	8,320,000
Certificates of Obligation Series 2009-A	11,505,000
Permanent Improvement and Refunding 2009*	16,065,000
Permanent Improvement Bonds Series 2010A	12,045,000
Permanent Improvement and Refunding Series 2010B	1,425,000
General Obligation Bonds Series 2011	5,400,000
Certificates of Obligation Series 2011	2,095,000
<b>TOTAL</b>	<b>298,255,000</b>

Does not include new debt anticipated to be issued.

\* Excludes refunding portion associated with Water/Sewer

## GOVERNMENTAL DEBT TO MATURITY AS OF 9/30/2011





**GENERAL DEBT SERVICE SCHEDULE  
FY 2012 ADOPTED BUDGET**

DATE	DESCRIPTION	AMOUNT ISSUED	PRINCIPAL	INTEREST	PAYMENT TOTAL	AMOUNT OUTSTANDING
						AS OF 9/30/12
3/1/2012	Series 2002 Permanent Improvement	25,000,000	810,000	28,350	838,350	
9/1/2012	Bonds					
	<b>Fiscal Year Total</b>		810,000	28,350	<b>838,350</b>	<b>0</b>
3/1/2012	Series 2003 Permanent Improvement	15,000,000	370,000	285,414	655,414	
9/1/2012	Bonds			274,314	274,314	
	<b>Fiscal Year Total</b>		370,000	559,728	<b>929,728</b>	<b>12,500,000</b>
3/1/2012	Series 2003 Certificates	19,650,000	1,235,000	302,398	1,537,398	
9/1/2012	of Obligation			277,698	277,698	
	<b>Fiscal Year Total</b>		1,235,000	580,096	<b>1,815,096</b>	<b>13,870,000</b>
3/1/2012	Series 2004 Certificates of	21,000,000	380,000	283,960	663,960	
9/1/2012	Obligation			276,361	276,361	
	<b>Fiscal Year Total</b>		380,000	560,321	<b>940,321</b>	<b>12,655,000</b>
3/1/2012	Series 2005 Permanent Improvement	37,015,000	1,775,000	773,660	2,548,660	
9/1/2012	and Refunding Bonds			740,379	740,379	
	<b>Fiscal Year Total</b>		1,775,000	1,514,039	<b>3,289,039</b>	<b>31,475,000</b>
3/1/2012	Series 2006 Permanent Improvement	32,165,000	385,000	757,197	1,142,197	
9/1/2012	and Refunding Bonds			749,497	749,497	
	<b>Fiscal Year Total</b>		385,000	1,506,694	<b>1,891,694</b>	<b>31,260,000</b>
3/1/2012	Series 2006 Certificates of	9,700,000	315,000	222,120	537,120	
9/1/2012	Obligation			212,474	212,474	
	<b>Fiscal Year Total</b>		315,000	434,594	<b>749,594</b>	<b>9,160,000</b>
3/1/2012	Series 2007 - BCMUD #1	1,940,000		39,964	39,964	
9/1/2012			55,000	39,964	94,964	
	<b>Fiscal Year Total</b>		55,000	79,928	<b>134,928</b>	<b>1,870,000</b>
3/1/2012	Series 2007 Permanent Improvement	69,640,000	885,000	1,605,631	2,490,631	
9/1/2012	and Refunding Bonds			1,587,931	1,587,931	
	<b>Fiscal Year Total</b>		885,000	3,193,562	<b>4,078,562</b>	<b>68,565,000</b>
3/1/2012	Series 2007 Certificates of	23,250,000	200,000	519,575	719,575	
9/1/2012	Obligation			514,325	514,325	
	<b>Fiscal Year Total</b>		200,000	1,033,900	<b>1,233,900</b>	<b>22,700,000</b>
3/1/2012	Series 2008 Permanent Improvement	22,835,000	290,000	537,888	827,888	
9/1/2012	Bonds			530,637	530,637	
	<b>Fiscal Year Total</b>		290,000	1,068,525	<b>1,358,525</b>	<b>21,930,000</b>

**GENERAL DEBT SERVICE SCHEDULE  
FY 2012 ADOPTED BUDGET**

DATE	DESCRIPTION	AMOUNT			PAYMENT	AMOUNT
		ISSUED	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING AS OF 9/30/12
3/1/2012	Series 2008 Certificates of	<b>9,000,000</b>	130,000	205,794	335,794	
9/1/2012	Obligation			203,356	203,356	
	<b>Fiscal Year Total</b>		130,000	409,150	<b>539,150</b>	<b>8,585,000</b>
3/1/2012	Series 2009 Certificates of	<b>8,520,000</b>		178,308	178,308	
9/1/2012	Obligation		225,000	178,307	403,307	
	<b>Fiscal Year Total</b>		225,000	356,615	<b>581,615</b>	<b>8,095,000</b>
3/1/2012	Series 2009A Certificates of	<b>12,145,000</b>	640,000	194,882	834,882	
9/1/2012	Obligation			188,483	188,483	
	<b>Fiscal Year Total</b>		640,000	383,365	<b>1,023,365</b>	<b>10,865,000</b>
3/1/2012	Series 2009 Permanent Improvement	<b>16,735,000</b>	310,000	332,559	642,559	
9/1/2012	Bonds*			329,459	329,459	
	<b>Fiscal Year Total</b>		310,000	662,018	<b>972,018</b>	<b>15,755,000</b>
3/1/2012	Series 2010A Permanent Improvement	<b>12,415,000</b>	345,000	213,976	558,976	
9/1/2012	Bonds*			210,526	210,526	
	<b>Fiscal Year Total</b>		345,000	424,502	<b>769,502</b>	<b>11,700,000</b>
3/1/2012	Series 2010B Permanent Improvement	<b>1,630,000</b>	210,000	18,150	228,150	
9/1/2012	Refunding Bonds*			16,050	16,050	
	<b>Fiscal Year Total</b>		210,000	34,200	<b>244,200</b>	<b>1,215,000</b>
3/1/2012	Series 2011 General Obligation	<b>5,400,000</b>	60,000	101,591	161,591	
9/1/2012	Bonds			100,953	100,953	
	<b>Fiscal Year Total</b>		60,000	202,544	<b>262,544</b>	<b>5,340,000</b>
3/1/2012	Series 2011 Certificates of	<b>2,095,000</b>	210,000	19,339	229,339	
9/1/2012	Obligation			19,698	19,698	
	<b>Fiscal Year Total</b>		210,000	39,037	<b>249,037</b>	<b>1,885,000</b>
	<b>TOTAL</b>	<b>345,135,000</b>	<b>8,830,000</b>	<b>13,071,167</b>	<b>21,901,167</b>	<b>289,425,000</b>

\*Excludes Water/Sewer Component  
Does not include new debt anticipated to be issued.

**GENERAL DEBT SERVICE SCHEDULE  
FY 2012 ADOPTED BUDGET**

Description	Rate	Date Issued Maturity	Amount Issued	Amount Outstanding AS OF 9/30/12	Annual	Requirements	
<b>Permanent Improvement Bonds Series 2002</b>	5%,5.1%, 5.08%, 6%, 7%	2002 2027	25,000,000		3/1/2012 3/1/2012 9/1/2012	810,000 28,350	Principal Interest Interest
<b>Permanent Improvement Bonds Series 2003</b>	5%,6%,4.5%,4%, 4.125%,4.25%,4.3%, 4.375%,4.5%	2003 2028	15,000,000	12,500,000	3/1/2012 3/1/2012 9/1/2012	370,000 285,414 274,314	Principal Interest Interest
<b>Certificates of Obligation Series 2003</b>	5%,6%,4.5%,4%, 4.125%,4.25%,4.3%, 4.375%,4.5%,3.6%,3.7%, 3.75%,3.8%	2003 2023	19,650,000	13,870,000	3/1/2012 3/1/2012 9/1/2012	1,235,000 302,398 277,698	Principal Interest Interest
<b>General Obligation Series 2004</b>	4%, 4.1%,4.68%, 4.7%, 4.2%, 4.5%, 4.625%, 4.75%,5%, 5.25%	2004 2028	21,000,000	12,655,000	3/1/2012 3/1/2012 9/1/2012	380,000 283,960 276,361	Principal Interest Interest
<b>Permanent Imp. and Refunding Bonds Series 2005</b>	3.25%, 3.5%, 3.625% 3.75%,3.875%,4%,5%, 4.1%,4.125%,4.2%,4.25% 4.3%, 4.5%	2005 2029	37,015,000	31,475,000	3/1/2012 3/1/2012 9/1/2012	1,775,000 773,660 740,379	Principal Interest Interest
<b>Permanent Imp. and Refunding Bonds Series 2006</b>	4%,4.125%,4.25%, 4.5%,5%,4.75%	2006 2029	32,165,000	31,260,000	3/1/2012 3/1/2012 9/1/2012	385,000 757,197 749,497	Principal Interest Interest
<b>Certificates of Obligation Series 2006</b>	6.125%,5.25%,4.125%, 4.2%,4.25%,4.3%,4.4%, 4.375%,4.4%,4.45%, 4.5%	2006 2029	9,700,000	9,160,000	3/1/2012 3/1/2012 9/1/2012	315,000 222,120 212,474	Principal Interest Interest
<b>Series 2007-BCMUD#1</b>	3.75%,3.8%,3.85%, 3.9%,4%,4.1%,4.2%, 4.3%,4.35%	2007 2030	1,940,000	1,870,000	3/1/2012 9/1/2012 9/1/2012	39,964 55,000 39,964	Interest Principal Interest
<b>Permanent Imp. and Refunding Bonds Series 2007</b>	4%,4.375%,4.5%,4.75%, 5%,5.5%	2007 2034	69,640,000	68,565,000	3/1/2012 3/1/2012 9/1/2012	885,000 1,605,631 1,587,931	Principal Interest Interest
<b>Certificates of Obligation Series 2007</b>	3.25%,4.25%,5%,5.25%	2007 2034	23,250,000	22,700,000	3/1/2012 3/1/2012 9/1/2012	200,000 519,575 514,325	Principal Interest Interest
<b>Permanent Imp. Bonds Series 2008</b>	4%,4.5%,4.625%, 5%,5.25%,5.5%	2008 2034	22,835,000	21,930,000	3/1/2012 3/1/2012 9/1/2012	290,000 537,888 530,637	Principal Interest Interest

**GENERAL DEBT SERVICE SCHEDULE  
FY 2012 ADOPTED BUDGET**

Description	Rate	Date Issued Maturity	Amount Issued	Amount Outstanding		Annual	Requirements
				AS OF 9/30/12			
<b>Certificates of Obligation Series 2008</b>	3.75%,3.875%,4%, 4.125%,4.25%,4.3%, 4.375%,4.4%,4.5%,5%	2008 2034	9,000,000	8,585,000		3/1/2012 3/1/2012 9/1/2012	130,000 Principal 205,794 Interest 203,356 Interest
<b>Certificates of Obligation Series 2009</b>	4.5%,4.65%,4%,5%, 5.25%,5.5%,2.25%,2.5%, 3%,3.5%,3.75%,4.1%, 4.25%,4.4%,4.75%,4.625%	2009 2034	8,520,000	8,095,000		3/1/2012 9/1/2012 9/1/2012	178,308 Interest 225,000 Principal 178,307 Interest
<b>Certificates of Obligation Series 2009A</b>	4.5%, 4.2%, 4.1%, 4.0% 3.85%, 3.75%, 3.7%, 3.6%, 3.25%, 3.4%, 2.75%, 2.5%, 2.25%, 2.0%	2009 2029	12,145,000	10,865,000		3/1/2012 3/1/2012 9/1/2012	640,000 Principal 194,882 Interest 188,483 Interest
<b>Permanent Imp. Bonds 2009*</b>	5.0%, 4.5%, 4.1%, 3.75% 3.85%, 3.7%, 3.6%, 3.4%, 3.25%, 2.75%, 2.5%, 2.0%	2009 2034	16,735,000	15,755,000		3/1/2012 3/1/2012 9/1/2012	310,000 Principal 332,559 Interest 329,459 Interest
<b>Permanent Imp. Bonds Series 2010A</b>	2.0%, 3.0%, 3.25%, 3.50% 3.625%, 3.75%, 3.90%,4.0% 4.25%	2011 2035	12,415,000	11,700,000		3/1/2012 3/1/2012 9/1/2012	345,000 Principal 213,976 Interest 210,526 Interest
<b>Permanent Imp. Bonds Refunding Series 2010B</b>	2.0%, 3.0%, 3.25%, 3.50% 3.625%, 3.75%, 3.90%,4.0% 4.25%	2011 2018	1,630,000	1,215,000		3/1/2012 3/1/2012 9/1/2012	210,000 Principal 18,150 Interest 16,050 Interest
<b>General Obligation Series 2011</b>	2.125%, 3.0%, 3.25%, 3.5%, 4.0%, 4.125%	2011 2036	5,400,000	5,340,000		3/1/2012 3/1/2012 9/1/2012	60,000 Principal 101,591 Interest 100,953 Interest
<b>Certificates of Obligation Series 2011</b>	2.09%	2011 2021	2,095,000	1,885,000		3/1/2012 3/1/2012 9/1/2012	210,000 Principal 19,339 Interest 19,698 Interest
<b>TOTAL</b>			<b>345,135,000</b>	<b>289,425,000</b>			<b>21,901,167</b>

\*Excludes Water/Sewer Component  
Does not include new debt anticipated to be issued.



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## GENERAL FUND SUMMARY FY 2012 ADOPTED BUDGET

### OVERVIEW

The General Fund provides the financing for all of the City of Pearland's basic services except water, sewer and solid waste, which is accounted for through the Water & Sewer and Solid Waste Funds. Services for solid waste began to be accounted for in its own fund in fiscal year 2007. The principal sources of revenue include property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures are comprised of five major functional areas: Public Works, Public Safety, General Government, Community Services, and Parks and Recreation. Public Safety provides all emergency services to the citizens of Pearland and accounts for 50% of total operating expenditures. General Government includes departments such as Mayor and City Council, City Manager, Finance, Legal and Human Resources. Expenditures include all personnel costs for 471.75 full-time employees and 124 part-time employees, utilities, fuel, park and right-of-way maintenance, street lighting, just to name a few.

	FY2010 ACTUAL	FY2011 AMENDED BUDGET	FY2011 YEAR END PROJECTION	FY2012 ADOPTED BUDGET
<b>REVENUES</b>				
Property Taxes	\$11,115,823	\$10,714,857	\$10,793,354	\$10,840,389
Sales Taxes	13,082,134	13,208,866	13,237,205	13,631,831
Franchise Fees	5,426,110	5,431,118	5,316,353	5,361,910
Licenses & Permits	1,806,689	2,078,655	1,758,736	1,741,529
Fines & Forfeitures	2,310,041	2,648,857	2,689,500	2,851,290
Charges for Service	9,245,791	10,657,201	10,633,809	11,292,491
Miscellaneous	827,912	436,120	736,145	342,904
Transfers in	3,120,880	3,054,146	3,057,499	3,786,100
Other Financing Sources	2,050,000	1,187,771	1,288,891	1,222,785
<b>TOTAL REVENUES</b>	<b>48,985,380</b>	<b>49,417,591</b>	<b>49,511,492</b>	<b>51,071,229</b>
<b>EXPENDITURES</b>				
General Government	7,620,553	8,401,227	7,870,798	7,203,370
Public Safety	23,141,409	24,220,010	24,457,029	25,968,194
Community Services	5,004,782	4,389,977	4,225,377	3,982,113
Public Works	5,752,280	5,877,108	5,809,093	5,773,975
Parks & Recreation	6,096,658	7,331,707	7,470,711	7,540,139
Total Operating Expenditures	47,615,682	50,220,029	49,833,008	50,467,791
Transfers Out	727,012	851,467	845,906	1,058,162
<b>TOTAL EXPENDITURES</b>	<b>48,342,694</b>	<b>51,071,496</b>	<b>50,678,914</b>	<b>51,525,953</b>
Revenues Over/(Under) Expenses	642,686	(1,653,905)	(1,167,422)	(454,724)
<b>Beginning Fund Balance</b>	<b>12,219,107</b>	<b>12,861,793</b>	<b>12,861,793</b>	<b>11,694,371</b>
<b>Ending Fund Balance</b>	<b>\$12,861,793</b>	<b>\$11,207,888</b>	<b>\$11,694,371</b>	<b>\$11,239,647</b>
Policy - 2 months Recurring Oper.		7,902,967	7,838,450	8,303,490
Fund Balance over Policy		3,304,921	3,855,921	2,936,157

For fiscal year 2011 revenues are expected to be \$49,511,492, \$93,901 higher than budget, and \$526,112 higher than actual for fiscal year 2010, mainly due to Recreation Center/Natatorium membership sales and an increase in Fines and Forfeitures. Sales tax remittances for fiscal year 2011 continue to reflect slow economic activity with a projection of \$13,098,866, equal to the amended budget but \$112,426, or 0.9%, higher than the actual for fiscal year 2010. The fiscal year 2011 budget incorporated a modest 2.5% increase in sales tax based on the projection of 2010 sales tax receipts, including the anticipated slowdown of the economy. Licenses and Permits revenue of \$1,758,736 is lower than budget by \$319,919 and lower than fiscal year 2010 by \$47,953. This is a result of lower single family and commercial building permits and associated revenue coming from those permits than last year. This year we are keeping the anticipated number of single family building permits flat with projections, at 744, the same as last fiscal year. Charges for Services total \$10,633,809 and are \$23,392 lower than budget mainly due to lower than expected Ambulance Service Fees due to a shift in net payments from private insurance companies to self-insured and Medicare/Medicaid, TIRZ Administrative Fees which is based on valuation in the TIRZ and collection, and Events and Programs based on anticipated revenue from the opening of the new Recreation Center/Natatorium and the after-school program. These reductions were offset with revenues over the amended budget from sale of memberships at the new Recreation Center/Natatorium. Miscellaneous revenues total \$736,145 and are expected to be higher than budget by \$300,025, mainly due to the receipt of funds from a legal settlement and reimbursements from FEMA.

Fiscal year 2011 operating expenditures total \$49,833,008 and are lower than budget by \$387,021 mainly due to a mid-year elimination of sales tax incentives paid due to reimbursement in full to the developer via bonds. General Government will be under budget by \$530,429 due to the lower sales tax incentives, a lower than expected payment made to TWIA for insurance overpayment and funds budgeted for a grant match that was not received. Public Safety is projected to end the year \$237,019 over budget mainly due to unbudgeted capital outlay for equipment for a fire pumper purchased in FY 2011, which will all be funded via lease/purchase, and an unexpected increase in fuel costs. Community Services is projected to end the year under budget by \$164,600, mainly due to vacant positions and the cancellation of the airport study and anticipated annexation. Public Works expenditures of \$5,809,093 are projected to be lower than budget by \$68,015 mainly due to lower cost of a new bucket truck and savings in personnel costs. Parks and Recreation projected expenditures are \$139,004 over budget due to higher than anticipated costs for the new Recreation Center/Natatorium utilities. Revenues are under operating expenditures by \$321,516, \$480,922 under budget. Transfers out to other funds are projected to be \$845,906, \$5,561 less than budgeted. Total expenditures, including transfers, exceed revenues by \$1,167,422, \$486,483 less than the planned drawdown of fund balance of \$1,653,905. Fund balance at 9/30/2011 is anticipated to be \$11,694,371, \$486,483 more than budgeted and \$3.9 million over a reserve requirement of 2 months. These funds can be used to fund non-recurring items in the fiscal year 2012 budget.

Fiscal year 2012 revenues total \$51,071,229, which is \$1,559,737 or 3.2% higher than fiscal year 2011 projections and \$1,653,638 or 3.4% higher than the fiscal year 2011 budget. Excluding Other Financing Sources, revenues total \$49,848,444, \$1.6 million, or 3.4%, more than projections. The major increase is seen in Charges for Services, at \$11,292,491, \$658,682 greater than the projected \$10,633,809 in fiscal year 2011, due to higher TIRZ administrative fees and Parks & Recreation events and programs. The TIRZ administrative fees total \$5,933,199, an increase of \$434,443 over the projection for fiscal year 2011. This increase is attributable to growth of assessed valuation in the TIRZ and a 3% increase in the tax rate. These funds are used to reimburse the City for services provided in the zone, such as police, EMS, fire, etc. The budget incorporates a 3% increase in sales tax receipts. Sales tax totals \$13,491,831, up \$392,965 over the projected fiscal year 2011 collection of \$13,098,866. In addition, Fines and Forfeitures increases by \$161,790 over the fiscal year 2011 projection, mainly due to an increase in warrant collections with the anticipated assignment of a second Warrant Officer. Miscellaneous revenue decreases by \$393,241 due to non-recurring reimbursements from FEMA accrued in fiscal year 2011 and unanticipated funds received from a legal settlement in fiscal year 2011. Franchise Fees are \$45,557 higher than fiscal year 2011 attributable largely to growth.



Operating expenditures total \$50,467,791, a 1.3%, or \$634,783, increase from the 2011 projections and \$247,762 or 0.5% increase from the 2011 amended budget. The variance to budget is explained below with additional detail:

	<b>FY2011 Amended Budget</b>	<b>FY2012 Budget</b>	<b>(Decrease)/Increase</b>
Total Budget	\$51,071,496	\$51,525,953	\$ 454,457
Non-Recurring Carryover	(\$1,404,552)		
Non-Recurring Funding	(\$1,407,159)	(\$ 1,556,369)	
Total Recurring	\$48,259,785	\$49,969,584	\$1,709,799
% Increase			3.5%
Budget Reductions	(\$811,103)		
New Positions	\$419,094		
Replacement Vehicles	\$159,135		
Utilities/Fuel	\$162,746		
Maintenance of Streets/Sidewalks	\$531,072		
Benefits/Personnel	\$967,464		
Fire/EMS Admin. Lease	\$ 60,000		
Miscellaneous/Other	<u>\$221,391</u>		
Total	<u>\$1,709,799</u>		

Salaries and Wages account for a large portion of the \$1.7 million variance of operating expenditure from 2011 budget mainly due to a full year funding of positions budgeted part-year in fiscal year 2011, as well as new positions added in fiscal year 2012. New positions added for fiscal year 2012 include a net increase of 10 full-time equivalent positions; 11.25 full-time positions and 8 part-time positions were added and 5.25 were eliminated or transferred to other funds. Of the new positions, 4 full-time are in the Police Department, 6 full-time are in the Fire Department, and 1 full-time position and 8 part-time are in Parks & Recreation. The positions in the Police Department include 2 Police Officers to begin April 1, 2012, 1 Jailer and 1 Crime Victim Specialist to begin October 1, 2011. Fire was awarded a SAFER grant to fund the addition of 6 full-time Firefighters beginning October 1, 2011. The Parks & Recreation positions include 1 Building Maintenance Helper, 4 part-time Lifeguards and 2 part-time Water Safety Instructors in the Recreation Center/Natorium. One part-time Ballfield Attendant was added but will be funded with contract employment funds moved to offset the cost of the position, and one part-time Recycling Attendant was added. Other full-time positions added include 1 Administrative Clerk in Public Works funded 25% in the General Fund and 75% in the Water & Sewer Fund. A total of 5.25 full-time equivalent positions are not funded or are moved to a separate fund and include 1 in Project Management and 1 in Engineering which were eliminated. Two FTE's were moved to Municipal Court Special Revenue Funds, a part-time Deputy Court Clerk was eliminated, and 0.75 FTE was transferred to Water & Sewer Public Works - GIS. (See Staffing Summary – FTE in Appendix.)

The addition of these new full-time and part-time positions to the General Fund budget will assist in providing for basic City services to the Police Department, Fire Department, Parks & Recreation Programs, and maintenance of City facilities. For fiscal year 2012, the City has anticipated \$230,000 in personnel savings associated with vacancies that may occur throughout the year.

General Government totals \$7,203,370, \$667,428 lower than fiscal year 2011 projections. The decrease can be attributed to the elimination of a full-time position in Project Management, sales tax rebate to CBL, reduced outside legal services, and Park-n-Ride funding in FY 2011. For FY 2012, \$87,481 is budgeted for civil service salary step pay.

The budget for Public Safety, which includes Police, Fire and EMS totals \$25,968,194, a \$1.5 million or 6.2% increase from fiscal year 2011 projections, mainly due to full year funding for firefighters in 2012, new positions added, funding for rental space for Fire and EMS administration, and capital expenditures. A total of \$550,000 is budgeted for a replacement Fire Pumper, offset by lease/purchase proceeds, \$52,876 is budgeted for a replacement vehicle in the Fire Department, \$481,969 for 1 new and 12 replacement vehicles in the Police Department, and \$196,000 for 1 ambulance replacement and 1 ambulance refurbishment in EMS.

Community Services is comprised of Planning, Municipal Court, Public Affairs, Animal Control, and the new Community Development Department, created effective FY 2012. Community Development includes Permits & Inspections and Environmental & Health, which were formerly within Inspection Services, and Engineering and Community Development Administration, both formerly within the Engineering Department. The Community Services budget totals \$3,982,113. This is a decrease of \$243,264 from fiscal year 2011 projections mainly due to the completion of the Animal Control facility expansion in fiscal year 2011 and due to funding in Municipal Court for a vehicle for the Warrant Officer purchased in fiscal year 2011, as well as the reduction of one part-time position and moving positions to Special Revenue Funds in fiscal year 2012. The FY 2012 budget includes \$15,760 in Animal Control for a licensing program and maintenance, and \$17,100 is added in Municipal Court for reinstatement of pre-trial hearings.

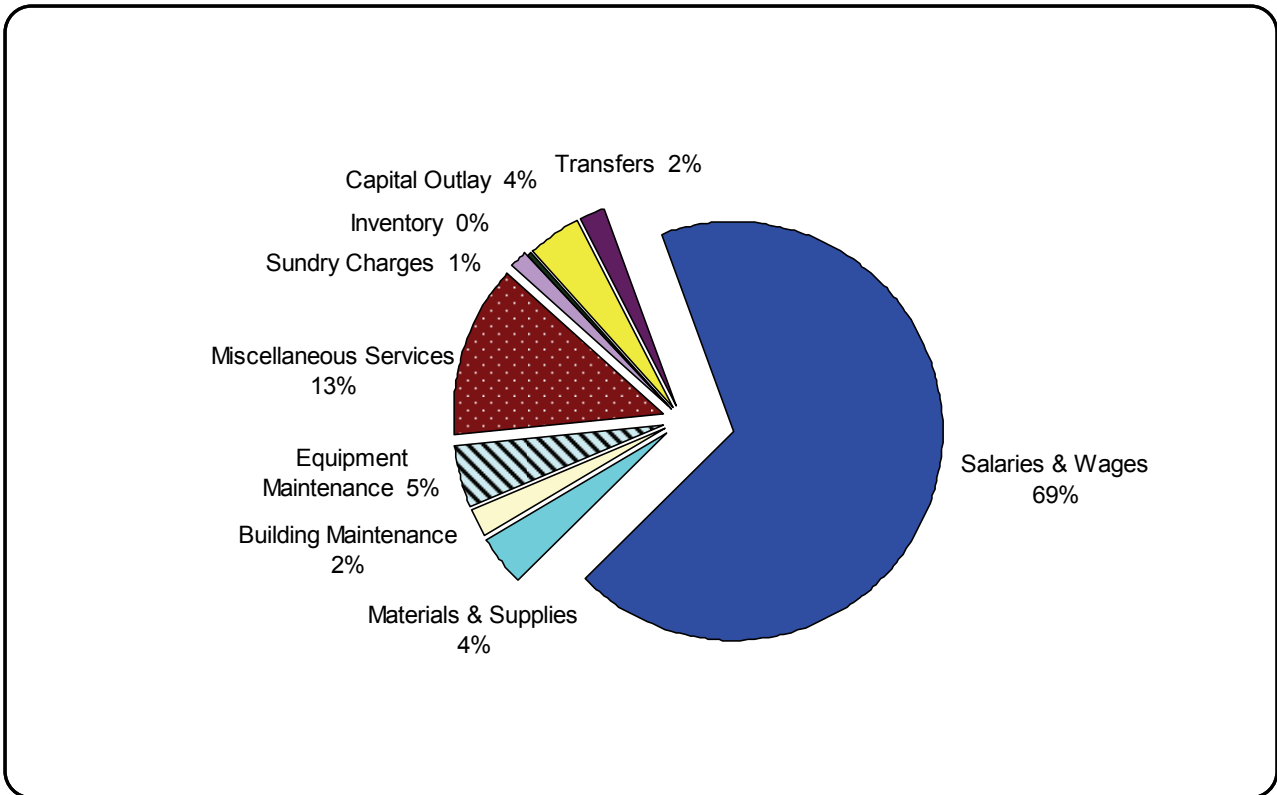
Public Works budget totals \$5,773,975, a \$35,118 reduction from 2011 projections, due to the capital outlay of one-time purchases of street maintenance equipment and vehicles in FY 2011, and the transfer of Engineering to Community Services. The FY 2012 budget includes \$331,072 for the Sidewalk Replacement Plan, \$550,000 for asphalt road rehabilitation, \$88,850 for a replacement vector debris body tank and rear door, \$15,885 for an 18,000 lb. 4-post lift, and \$47,450 for 2 replacement vehicles.

The budget for Parks & Recreation totals \$7,540,139, an increase of \$69,428 from fiscal year 2011 projections. The increase is mainly due to personnel costs, including new positions. One (1) full-time Building Maintenance Helper and 8 part-time positions were added to the Parks' budget. Other major expenditures include \$41,800 for TCEQ compliance of the Splash Pad, and 2 replacement mowers and a mower deck for a total of \$30,507.

Transfers out to other funds total \$1,058,162 and include transfers to the Property Insurance Fund towards insurance premiums of \$663,834, \$222,811 to the Enterprise Fund, \$163,490 to the Debt Service Fund for UofH, and \$8,027 to the Grant Fund as match for grant applications submitted.

Revenues are under expenditures by \$454,724. This is a planned drawdown of fund balance, as the City is using fund balance to fund some of its non-recurring purchases such as a fire station alerting system (\$56,738), a bi-directional antenna for radio and cell phone service in the Public Safety Building (\$82,779), an F-350 Crew Cab in Fire (\$52,876), and Recycling Center repairs and awning painting (\$60,000). Ending balance at 9/30/2012 is estimated to be \$11,239,647, which is over the two month reserve policy requirement by \$2,936,157.

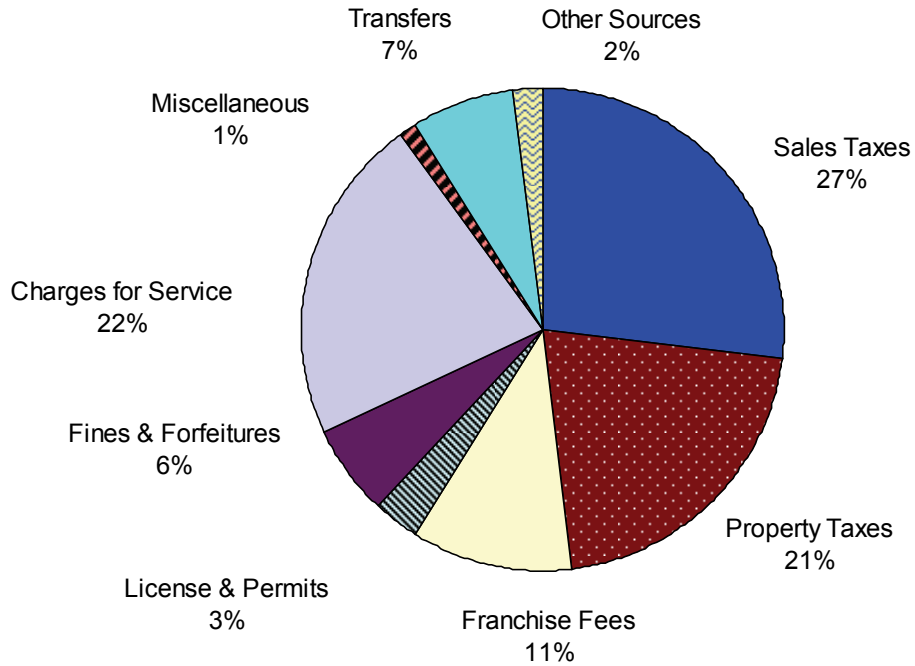
**GENERAL FUND EXPENDITURE SUMMARY  
(All Departments)  
FY 2012 ADOPTED BUDGET**



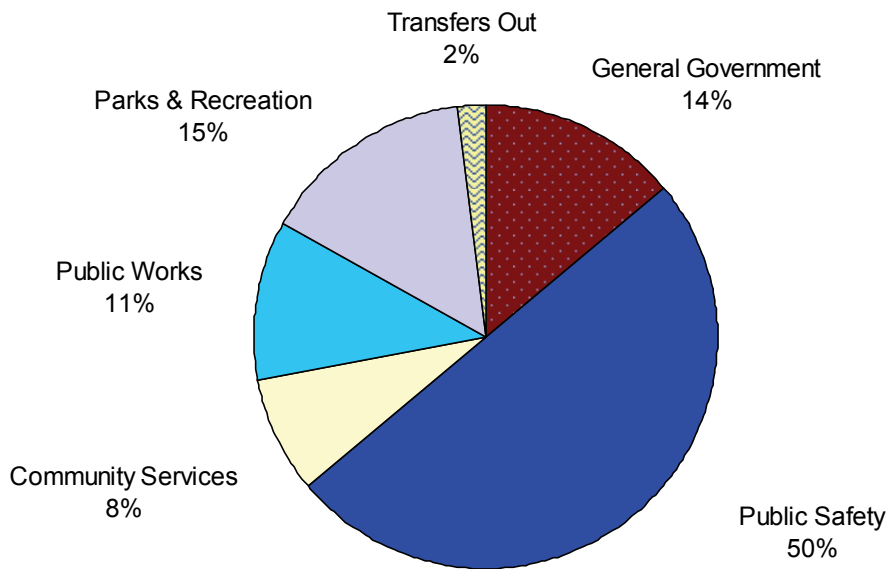
<b>BY CATEGORY</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	\$32,127,398	\$34,433,139	\$34,140,015	\$35,050,989
Materials & Supplies	1,728,932	2,070,672	1,978,103	1,964,860
Building Maintenance	887,042	1,229,140	1,254,912	1,183,497
Equipment Maintenance	1,771,162	2,075,909	2,281,555	2,403,022
Miscellaneous Services	6,658,877	7,741,697	7,660,553	6,949,775
Sundry Charges	541,372	882,821	626,986	752,979
Inventory	166,857	88,634	89,548	91,475
Capital Outlay	3,734,042	1,698,017	1,801,336	2,071,194
<b>SUB-TOTAL</b>	<b>47,615,682</b>	<b>50,220,029</b>	<b>49,833,008</b>	<b>50,467,791</b>
Transfers	727,012	851,467	845,906	1,058,162
<b>TOTAL</b>	<b>\$48,342,694</b>	<b>\$51,071,496</b>	<b>\$50,678,914</b>	<b>\$51,525,953</b>

**GENERAL FUND SUMMARY  
FY 2012 ADOPTED BUDGET**

**TOTAL REVENUES - \$51.07 M**



**TOTAL EXPENDITURES - \$51.53 M**



**GENERAL FUND REVENUE  
FY 2012 ADOPTED BUDGET**

ACCOUNT NUMBER	REVENUE CATEGORY	FY 2010 ACTUAL	FY 2011 AMENDED BUDGET	FY 2011 YEAR END PROJECTION	FY 2012 ADOPTED BUDGET
010-0000-350.01-01	Current Taxes	10,854,365	10,418,857	10,535,360	10,480,519
010-0000-350.01-02	Delinquent Taxes	95,912	120,000	103,901	104,000
010-0000-350.01-03	Penalty & Interest	138,634	150,000	128,223	125,000
010-0000-350.01-04	In Lieu of Property Taxes	26,912	26,000	25,870	130,870
010-0000-350.01-06	MUD 5				
<b>*TAXES</b>		<b>11,115,823</b>	<b>10,714,857</b>	<b>10,793,354</b>	<b>10,840,389</b>
010-0000-350.02-01	Sales Taxes	12,986,440	13,098,866	13,098,866	13,491,831
010-0000-350.03-01	Mixed Drink Taxes	95,694	110,000	138,339	140,000
<b>*OTHER TAXES</b>		<b>13,082,134</b>	<b>13,208,866</b>	<b>13,237,205</b>	<b>13,631,831</b>
010-0000-350.04-01	Gas Company	308,514	370,000	371,243	341,243
010-0000-350.04-02	Electric Company	2,666,056	2,756,000	2,756,000	2,780,000
010-0000-350.04-03	Telephone Company	347,899	645,000	302,000	310,885
010-0000-350.04-04	Cable Television	959,830	520,000	773,856	793,800
010-0000-350.04-05	Sanitation Residential	1,143,811	1,140,118	1,113,254	1,135,982
<b>*FRANCHISE FEES</b>		<b>5,426,110</b>	<b>5,431,118</b>	<b>5,316,353</b>	<b>5,361,910</b>
010-0000-351.01-01	Building Permits	704,686	835,000	712,736	726,924
010-0000-351.01-03	Platting Fees	58,115	50,000	40,000	45,000
010-0000-351.01-04	Beer Permits	11,840	8,000	13,020	14,280
010-0000-351.01-05	Moving Permits	5,700	4,100	5,100	5,100
010-0000-351.01-06	Peddlers & Solicitors	2,375	2,000	1,315	1,485
010-0000-351.01-07	Health Certificate Fees	38,476	45,000	38,000	40,000
010-0000-351.01-08	Wrecker Permits	4,300	4,100	3,200	3,500
010-0000-351.01-09	Building Plan Check Fee	405,790	468,000	384,752	392,540
010-0000-351.01-10	Occupancy Permits	9,650	10,500	8,000	8,500
010-0000-351.01-11	Demolition Permits	1,100	1,800	1,200	1,500
010-0000-351.01-12	Building Site Work Permit	18,772	24,000	18,512	21,500
010-0000-351.01-13	Alarm Permits	29,460	88,000	95,680	20,000
010-0000-351.01-14	Health - Registration 1 Year	6,750	5,500	4,500	5,000
010-0000-351.01-15	Health - Registration 2 Years	7,885	6,500	7,500	8,000
010-0000-351.01-32	Sign Permits	11,005	10,100	6,000	9,000
010-0000-351.01-33	Ambulance Permit	6,000	4,050	6,550	6,750
010-0000-351.01-34	Taxi Cab Permit	4,836	4,805	3,796	4,000
010-0000-351.01-35	Temporary Structures			350	600
010-0000-351.01-40	Recordation & Courier Fee	4,587	5,500	5,000	5,250
010-0000-351.02-02	BP Plan & Zone Adjustment	7,975	6,500	12,000	13,500
010-0000-351.02-03	Garage Sale Permits	39,495	39,000	38,000	39,500
010-0000-351.02-04	Culvert Permits	1,040	800	700	800
010-0000-351.02-05	Animal Licenses	35,245	37,000	27,000	30,000
010-0000-351.02-09	Foster Home Inspection	1,800	1,250	1,800	1,800
010-0000-351.03-01	Electrical Permits	98,501	105,000	83,305	85,050
010-0000-351.03-02	Plumbing & Gas Permits	103,587	115,000	93,984	95,955

**GENERAL FUND REVENUE  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>REVENUE CATEGORY</b>	<b>FY 2010 ACTUAL</b>	<b>FY 2011 AMENDED BUDGET</b>	<b>FY 2011 YEAR END PROJECTION</b>	<b>FY 2012 ADOPTED BUDGET</b>
010-0000-351.03-03	Mechanical Permits	128,458	131,000	99,000	101,045
010-0000-351.03-05	Reinspection Fee/Inspection	5,425	7,000	5,500	6,200
010-0000-351.04-01	Fire Alarm	4,045	5,000	1,736	2,000
010-0000-351.04-03	Fire Protection	995	1,000	1,000	1,100
010-0000-351.04-04	Fire Sprinkler	8,533	12,000	6,500	9,000
010-0000-351.04-05	Fire Sprinkler - Alteration	465	500	450	500
010-0000-351.04-06	Fireworks	150	150	150	150
010-0000-351.04-07	Irrigation	11,863	12,500	10,000	11,000
010-0000-351.04-08	Swimming Pool	24,538	25,000	20,000	22,000
010-0000-351.04-09	Dirt Grading Permit	3,250	3,000	2,400	3,000
<b>*LICENSES &amp; PERMITS</b>		<b>1,806,689</b>	<b>2,078,655</b>	<b>1,758,736</b>	<b>1,741,529</b>
010-0000-352.00-00	Fines & Forfeitures	2,115,874	2,437,411	2,475,000	2,625,000
010-0000-352.01-00	Child Safety	21,259	23,000	22,700	23,835
010-0000-352.01-01	Child Safety/Harris County	2,313	2,200	2,500	2,500
010-0000-352.02-00	Commercial Carrier Fines	78,012	80,000	80,000	83,000
010-0000-352.05-00	Time Efficiency	(4,119)	(4,250)	(5,700)	(6,045)
010-0000-352.07-00	Omnibase	12,876	13,000	16,000	18,000
010-0000-352.08-00	State Fees	83,826	97,496	99,000	105,000
<b>*FINES &amp; FORFEITURES</b>		<b>2,310,041</b>	<b>2,648,857</b>	<b>2,689,500</b>	<b>2,851,290</b>
010-0000-353.01-01	Ambulance Service Fee	2,323,633	2,470,000	2,370,000	2,400,000
010-0000-353.01-02	MUD/EMS/Fire Collections	44,494	27,840	57,908	58,000
010-0000-353.01-03	Strat. Ptr. Agreement/Fire,EMS	246,307	252,162	278,004	326,564
010-0000-353.01-04	False Alarm Fee	15,315	55,000	68,365	68,000
010-0000-353.01-06	Arrest Fees	4,888	3,500	3,500	3,500
010-0000-353.01-07	Clearance Letter Fee	540	500	550	550
010-0000-353.01-08	Subpoena	60	50	50	60
010-0000-353.01-09	Offense Report Copies	366	500	400	500
010-0000-353.01-10	Accident Report Copies	7,596	7,500	7,300	7,500
010-0000-353.01-12	SRO Equipment	67,517	69,543	69,542	69,542
010-0000-353.01-13	SRO Personnel	579,355	685,732	572,345	639,496
010-0000-353.01-14	Non-Emer. Ambulance Transport.	40		1,034	
010-0000-353.01-16	Non-Emer. EMS Service	6,122	5,600	7,500	7,500
010-0000-353.01-17	TCLEOSE Funds		10,483	10,650	
010-0000-353.01-99	Miscellaneous			899	
010-0000-353.02-00	Animal Shelter Fees	38,380	45,000	47,000	47,000
010-0000-353.03-01	Events & Programs	531,694	675,350	540,000	608,000
010-0000-353.03-02	Facility Rentals	80,234	65,000	75,000	80,000
010-0000-353.03-03	Swimming Pool Fees	36,031	48,000	24,200	
010-0000-353.03-06	Natatorium	2,021	308,364	101,000	110,000
010-0000-353.03-07	Recreation Center Rentals	2,182	105,000	36,000	45,000
010-0000-353.03-08	Rec. Center Memberships	40,447	180,000	846,046	855,000
010-0000-353.03-09	Facility Rental - U of H			580	580
010-0000-353.03-10	Special Event Permit Fees	200	150	350	300

**GENERAL FUND REVENUE  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>REVENUE CATEGORY</b>	<b>FY 2010 ACTUAL</b>	<b>FY 2011 AMENDED BUDGET</b>	<b>FY 2011 YEAR END PROJECTION</b>	<b>FY 2012 ADOPTED BUDGET</b>
010-0000-353.05-01	Engineering Inspection Fee		20,000	10,830	20,000
010-0000-353.05-05	TIRZ Administration Fees	5,215,399	5,615,427	5,498,756	5,933,199
010-0000-353.05-06	Permits	720	2,000	2,000	2,000
010-0000-353.05-25	Traffic Impact Analysis	2,250	4,500	4,000	4,000
010-0000-353.40-00	Police Tuition Income				5,000
010-0000-353.41-00	Police Recycling Income				1,200
<b>*SERVICES</b>		<b>9,245,791</b>	<b>10,657,201</b>	<b>10,633,809</b>	<b>11,292,491</b>
010-0000-356.00-00	Interest Income	61,653	70,000	35,000	35,000
010-0000-356.06-00	Unrealized Capital Gain (Loss)	1,511			
<b>*INTEREST</b>		<b>63,164</b>	<b>70,000</b>	<b>35,000</b>	<b>35,000</b>
010-0000-358.04-00	Building Rent	14,599	17,600	17,375	17,504
010-0000-358.05-00	Other Victims Program	8,834	8,000	7,800	8,000
010-0000-358.06-00	PW Damage Reimbursement	650		-51,259	
010-0000-358.08-00	Street Light Charges		25,000	5,000	5,000
010-0000-358.09-00	Bids & Specs	675	100	-838	100
010-0000-358.10-00	Recycle Revenue	46,928	45,520	42,610	14,750
010-0000-358.12-00	N.S.F. Fees	690	750	2,100	1,000
010-0000-358.13-00	Plat Copies	71	150	50	150
010-0000-358.14-00	Reproduction/Xerox Copies	970	1,500	2,000	1,800
010-0000-358.15-00	Sales of Property	46,582	20,000	81,782	37,800
010-0000-358.16-00	Cash Over/Short	81			
010-0000-358.17-00	Waiver of Encroachment	250	500	750	500
010-0000-358.26-00	Jail Phone	1,864	3,000	1,775	2,000
010-0000-358.29-00	Ambulance Permit App. Fee	3,750	3,000	4,000	4,000
010-0000-358.37-00	Suspense Revenue	128			
010-0000-358.40-00	Sign Revenue	45,000	45,000	48,000	35,000
010-0000-358.45-00	Insurance Reimbursements	371,076		200,000	
010-0000-358.99-00	Miscellaneous	222,600	196,000	340,000	180,300
<b>*MISCELLANEOUS</b>		<b>764,748</b>	<b>366,120</b>	<b>701,145</b>	<b>307,904</b>
010-0000-359.01-00	From Fund 15	96,370	98,297	98,297	103,212
010-0000-359.02-00	From Fund 17	49,122	51,028	45,706	
010-0000-359.09-00	From Fund 30	767,440	800,000	800,000	980,427
010-0000-359.10-00	From Fund 35			750	
010-0000-359.11-00	From Fund 42	139,501	250,167	250,167	238,712
010-0000-359.18-00	From Fund 50	200,000	129,640	129,640	169,572
010-0000-359.23-00	From Fund 67	171,797	317,238	317,238	313,806
010-0000-359.24-00	From Fund 68	93,348	519,706	519,706	444,193
010-0000-359.26-00	From Fund 70	309,142	273,964	273,964	568,549
010-0000-359.29-00	From Fund 101	6,786	83,456	82,810	464,710
010-0000-359.31-00	From Fund 301				192,262
010-0000-359.39-00	From Fund 116		7,313	7,313	
010-0000-359.34-00	From Fund 202	829,859	225,461	225,461	64,811



**GENERAL FUND REVENUE  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>REVENUE CATEGORY</b>	<b>FY 2010 ACTUAL</b>	<b>FY 2011 AMENDED BUDGET</b>	<b>FY 2011 YEAR END PROJECTION</b>	<b>FY 2012 ADOPTED BUDGET</b>
010-0000-359.36-00	From Fund 203		172,622	172,622	130,875
010-0000-359.40-00	From Fund107	28,667			
010-0000-359.44-00	From Fund 108		41,000	41,000	
010-0000-359.41-00	From Fund 140	2,654			
010-0000-359.48-00	From Fund 109				37,500
010-0000-359.53-00	From Fund 205	21,983			
010-0000-359.81-00	From Fund 23	42,596	43,030	50,653	
010-0000-359.55-00	From Fund 55	73,975			12,072
010-0000-359.96-00	From Fund 200	20,628	41,224	41,224	65,399
010-0000-359.97-00	From Fund 201	65,796			
010-0000-359.98-00	From Fund 120	201,216		948	
<b>*GRANT, ISSUANCE, TRANSFER</b>		<b>3,120,880</b>	<b>3,054,146</b>	<b>3,057,499</b>	<b>3,786,100</b>
010-0000-360-03-00	Capital Lease Proceeds	2,050,000	1,187,771	1,288,891	1,222,785
<b>*OTHER FINANCING SOURCES</b>		<b>2,050,000</b>	<b>1,187,771</b>	<b>1,288,891</b>	<b>1,222,785</b>
<b>TOTAL</b>		<b>\$ 48,985,380</b>	<b>\$ 49,417,591</b>	<b>\$ 49,511,492</b>	<b>\$ 51,071,229</b>

**GENERAL FUND EXPENDITURES  
By FUNCTION/DEPARTMENT  
FY 2012 ADOPTED BUDGET**

FUNCTION/DEPARTMENT	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>GENERAL GOVERNMENT</b>				
City Council	104,623	108,116	108,528	110,209
City Manager	679,584	658,206	654,187	648,041
Human Resources	634,954	677,637	666,221	657,802
City Secretary	293,218	294,755	314,004	279,060
Legal	705,879	646,233	710,088	617,333
Project Management	1,008,688	1,058,762	1,027,284	976,901
Geographic Information Systems	188,262	229,841	223,715	204,031
Information Technology	880,948	889,688	912,912	925,073
Finance	1,606,774	1,718,047	1,698,437	1,716,731
Other Requirements	1,375,446	1,938,333	1,398,647	901,382
Library <sup>1</sup>	142,177	181,609	156,775	166,807
<b>GENERAL GOVERNMENT TOTAL</b>	<b>7,620,553</b>	<b>8,401,227</b>	<b>7,870,798</b>	<b>7,203,370</b>
<b>PUBLIC SAFETY</b>				
Police	16,089,195	16,323,406	16,543,582	17,242,723
Fire	3,249,012	3,651,466	3,761,218	4,270,890
Fire Marshal	529,644	587,300	570,672	607,485
Emergency Management	88,374	87,730	87,275	69,665
Emergency Medical Services	3,185,184	3,570,108	3,494,282	3,777,431
<b>PUBLIC SAFETY TOTAL</b>	<b>23,141,409</b>	<b>24,220,010</b>	<b>24,457,029</b>	<b>25,968,194</b>
<b>COMMUNITY SERVICES</b>				
Community Development				
Community Development Administration				191,994
Permits & Inspections	1,030,152	1,020,474	990,820	694,568
Engineering	1,355,863	1,077,282	1,080,549	907,226
Environmental & Health				233,542
Animal Control	1,062,927	701,820	673,403	599,782
Public Affairs	311,252	309,769	307,469	289,816
Municipal Court	661,900	761,969	700,640	619,525
Planning	582,688	518,663	472,496	445,660
<b>COMMUNITY SERVICES TOTAL</b>	<b>5,004,782</b>	<b>4,389,977</b>	<b>4,225,377</b>	<b>3,982,113</b>
<b>PUBLIC WORKS</b>				
Administration	308,997	187,087	195,386	211,587
Fleet	471,415	427,220	433,005	452,526
Traffic Operations & Maintenance	398,034	814,158	740,696	750,857
PW GIS		57,354	49,669	
Streets & Drainage	4,357,672	4,294,666	4,301,403	4,173,087
Service Center	216,162	96,623	88,934	185,918
<b>PUBLIC WORKS TOTAL</b>	<b>5,752,280</b>	<b>5,877,108</b>	<b>5,809,093</b>	<b>5,773,975</b>

**GENERAL FUND EXPENDITURES  
By FUNCTION/DEPARTMENT  
FY 2012 ADOPTED BUDGET**

<b>FUNCTION/DEPARTMENT</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
<b>PARKS &amp; RECREATION</b>				
Administration	601,429	705,920	692,585	750,478
Recreation Center/Natatorium	355,257	1,007,900	1,222,940	1,724,323
Westside Events Center	172,258	156,437	165,143	163,134
Medians-Wastewater-ROWS	1,036,570	1,050,057	1,034,745	1,046,631
Parks Maintenance	1,191,469	1,223,130	1,198,347	1,219,737
Custodial Services	341,487	379,087	343,509	339,688
Facilities Maintenance	592,717	659,943	704,911	822,526
Community Center	118,163	41,804	37,723	
Athletics	310,459	355,897	341,250	345,282
Special Events	294,496	285,864	287,684	316,741
Senior Program	244,553	250,211	233,207	239,193
Youth Development	265,854	341,804	325,112	260,414
Aquatics	296,578	602,187	597,099	108,950
Recycling	275,368	271,466	286,456	203,042
<b>PARKS &amp; RECREATION TOTAL</b>	<b>6,096,658</b>	<b>7,331,707</b>	<b>7,470,711</b>	<b>7,540,139</b>
<b>SUBTOTAL</b>	<b>47,615,682</b>	<b>50,220,029</b>	<b>49,833,008</b>	<b>50,467,791</b>
<b>TRANSFERS</b>	<b>727,012</b>	<b>851,467</b>	<b>845,906</b>	<b>1,058,162</b>
<b>GENERAL FUND TOTAL</b>	<b>\$48,342,694</b>	<b>\$51,071,496</b>	<b>\$50,678,914</b>	<b>\$51,525,953</b>

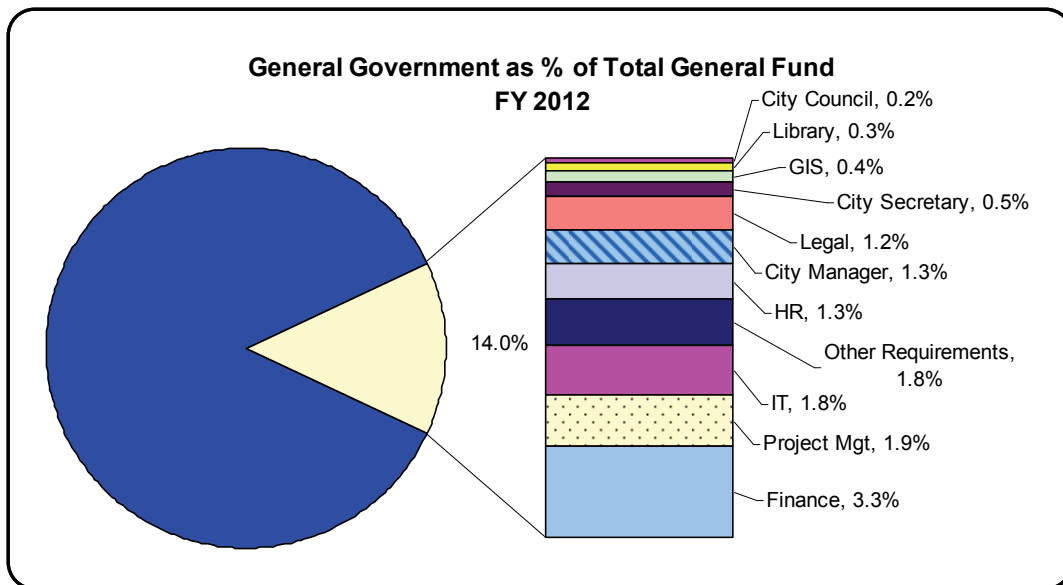
<sup>1</sup>Library staffing funded by County, excluding two staff at the Westside library per agreement. City pays all operating expenses.

**GENERAL GOVERNMENT  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES BY DEPT / DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
City Council	104,623	108,116	108,528	110,209
City Manager	679,584	658,206	654,187	648,041
Human Resources	634,954	677,637	666,221	657,802
City Secretary	293,218	294,755	314,004	279,060
Legal	705,879	646,233	710,088	617,333
Project Management	1,008,688	1,058,762	1,027,284	976,901
Geographic Information Systems	188,262	229,841	223,715	204,031
Information Technology	880,948	889,688	912,912	925,073
Finance	1,606,774	1,718,047	1,698,437	1,716,731
Other Requirements	1,375,446	1,938,333	1,398,647	901,382
Library	142,177	181,609	156,775	166,807
<b>GENERAL GOVERNMENT TOTAL</b>	<b>7,620,553</b>	<b>8,401,227</b>	<b>7,870,798</b>	<b>7,203,370</b>

<b>EXPENDITURES BY CATEGORY</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	4,649,630	4,658,623	4,675,754	4,476,835
Materials & Supplies	80,082	74,533	69,528	72,743
Building Maintenance		1,975	435	
Equipment Maintenance	435,982	512,419	520,450	594,266
Miscellaneous Services	1,953,136	2,311,548	2,034,391	1,323,026
Sundry Charges	369,327	750,421	495,911	614,800
Inventory	94,359	80,967	63,738	80,700
Capital Outlay	38,037	10,741	10,591	41,000
<b>GENERAL GOVERNMENT TOTAL</b>	<b>7,620,553</b>	<b>8,401,227</b>	<b>7,870,798</b>	<b>7,203,370</b>



**GENERAL GOVERNMENT  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENDITURE AND STAFFING SUMMARY**

<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
City Council	6	6	6	6
City Manager	4	4	4	4
Human Resources	9	9	9	9
City Secretary	4	4	4	4
Legal	5	5	5	5
Project Management	12	12	12	11
Geographic Information Systems	2	2	2	2
Information Technology	5	5	5	5
Finance	17	17	17	17
Other Requirements				
Library**				
<b>GENERAL GOVERNMENT TOTAL</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>63</b>

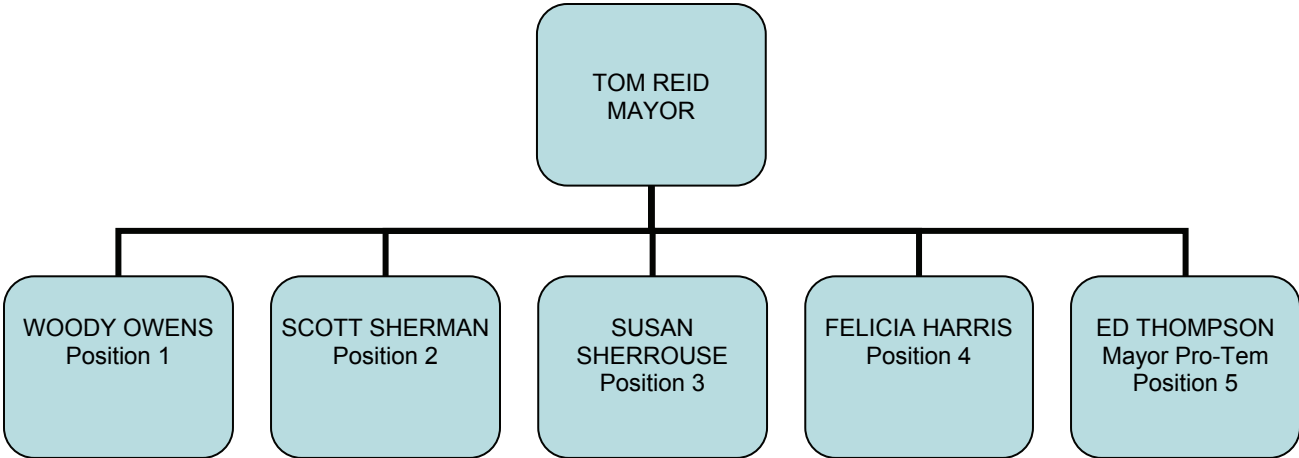
\*Same as adopted budget, unless where noted.

\*\*Library staffing funded by County, excluding two staff at the Westside library, per agreement.

**CITY COUNCIL - 1010**

**MISSION STATEMENT**

The mission of the City Council is to establish policies for orderly growth, development, and operation of the City of Pearland, make final decisions in matters of zoning, set a long-range vision of the City and hold public hearings to hear citizens' response to matters before the Council.



## CITY COUNCIL - 1010

### GOALS

- ◇ Maintain a strong relationship with TxDOT to obtain needed funding and maintain the strong relationship already established with H-GAC.
- ◇ Pursue funding sources for regional transportation projects and enhance communication between the City and funding/political entities to secure support and funding for Pearland's transportation needs.
- ◇ Determine priorities of projects and the impact of operations and maintenance of projects.
- ◇ Pursue additional alternative funding sources for current and future projects.
- ◇ Continue to lobby effectively for improvements to Clear Creek.
- ◇ Increase the number of businesses within the City.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Established a Westside Library annex.
- ◇ Opened fire Station #5.
- ◇ Approved bylaws of the Pearland Economic Development Corporation.
- ◇ Authorized the City to enter into an agreement with Houston-Galveston Area Council for participation in the Pearland Area Sub-Regional Planning Initiative.
- ◇ Held workshops and public hearings on and approved fiscal year 2012 budget and tax rate.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Implement a strategy to ensure Pearland's transportation interests/needs are met, taking a proactive role in aggressively pursuing funding sources for regional transportation projects.
- ◇ Explore the feasibility of a Westside Animal Control facility.
- ◇ Continue to discuss/evaluate the Five Year Annexation Plan to purchase or accumulate property for best use in build-out of City, considering provision of City services within these areas.
- ◇ Complete objectives within Council's Strategic Priorities.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of meetings held				
Regular City Council	24	24	24	24
Special City Council	24	21	14	21
Number of City Council Workshops conducted	44	42	33	42
Number of Hearings conducted:				
Public Hearings	6	11	7	8
Joint Public Hearings	28	30	23	29
Ordinances considered	70	65	43	60
Resolutions considered	207	175	150	180



## CITY COUNCIL - 1010

### OVERVIEW

The City Council is the legislative and policy-making body of the City. The Mayor and each Council member are elected at-large, and the Mayor and all other Council members hold office for a period of three years and until a successor is elected and qualified. Council members shall be limited to two full consecutive terms of office and there is no limitation on the office of the Mayor. The Council appoints the City Manager, City Attorney, and Municipal Court Judge.

The Mayor and City Council also provide community leadership, develop policies to guide the City in delivering services and achieving community goals, and encourage citizen awareness and involvement. The policies established by the City Council are implemented by the City Manager and his staff. Council salaries and business expenses are charged to this department's budget.

#### Key Budget Items for FY 2012 include:

- ◇ \$3,300 for Brazoria County and Cities Association meeting, to be reimbursed from participants
- ◇ Budget reduction of \$2,182

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	61,361	61,363	62,198	61,363
Materials & Supplies	17,943	11,176	11,400	14,470
Miscellaneous Services	25,319	34,157	33,530	34,376
Inventory		1,420	1,400	
<b>TOTAL</b>	<b>104,623</b>	<b>108,116</b>	<b>108,528</b>	<b>110,209</b>

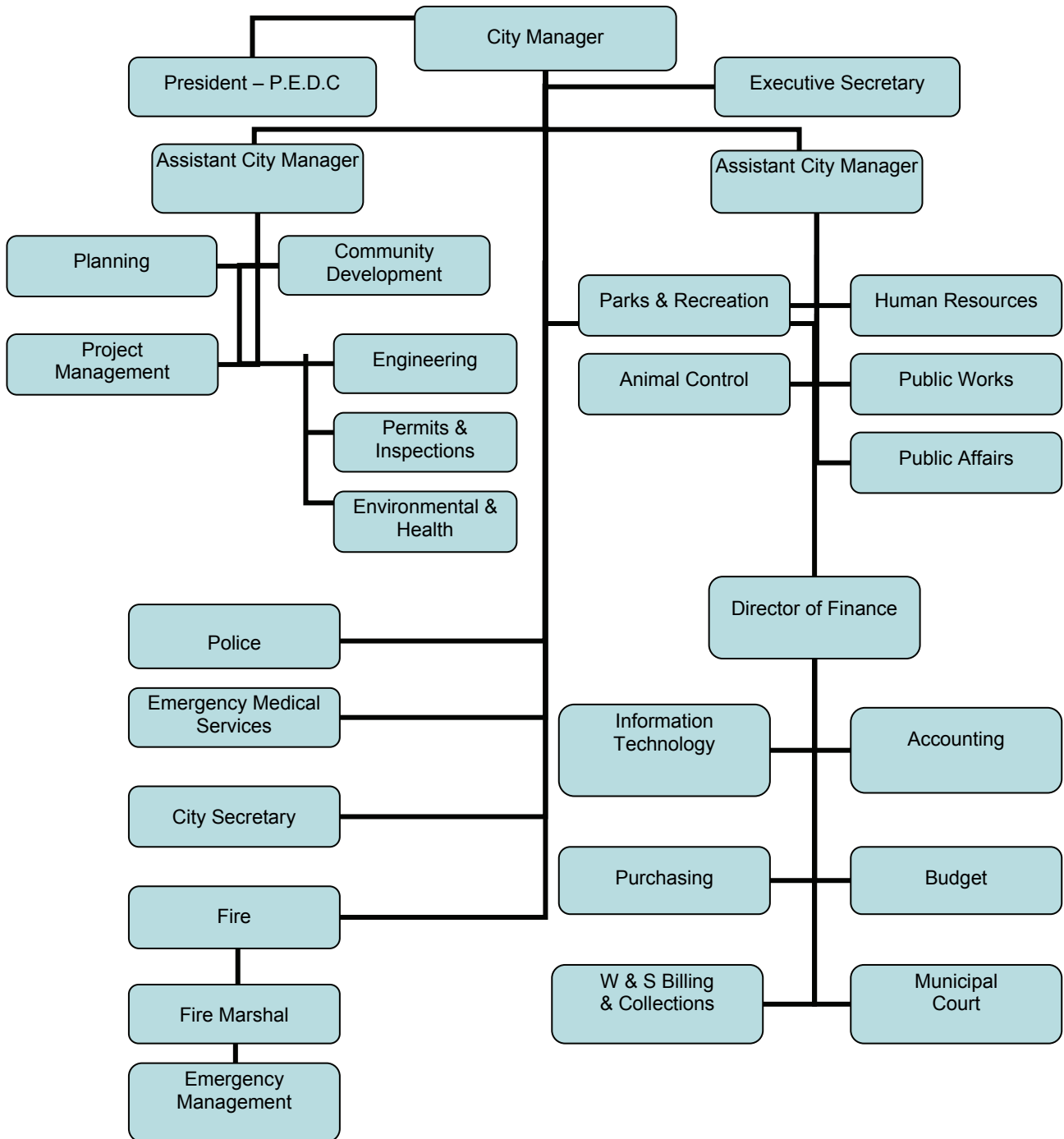
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Mayor	1	1	1	1
Council Member	5	5	5	5
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

\*Same as adopted budget, unless where noted.

# CITY MANAGER - 1020

## MISSION STATEMENT

The mission of the City Manager is to effectively implement and administer the policies established by the City Council and to file and implement an annual budget that meets the goals of the organization, and to communicate with the City Council, appointed boards and commissions, staff and the citizens on items of interest to the City.



## CITY MANAGER - 1020

### GOALS

- ◇ Keep City Council informed on the day-to-day business of the City.
- ◇ Provide monthly financial and capital project progress reports to City Council.
- ◇ Develop an annual operating budget that meets the needs of a growing City.
- ◇ Continue successful implementation of the 2001 and 2007 bond program.
- ◇ Expand cooperative relationships with Pearland ISD, Alvin ISD, Brazoria County, and Brazoria Drainage District #4.
- ◇ Continue to advocate for added traffic capacity on Hwy 288.
- ◇ Identify location for and coordinate start-up of park-and-ride service.
- ◇ Continue to advocate for inclusion of Kirby rail line in Metro long-term plan.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Implemented around the clock staffing at three fire stations.
- ◇ Completed Spectrum area plan.
- ◇ Identified Park-and-Ride site, and Metro began purchase negotiations.
- ◇ Obtained state funding for four transportation projects.
- ◇ Instituted Quarterly "Snapshots" of City's financial position.
- ◇ Developed plan in conjunction with Brazoria County for Westside Library Storefront.
- ◇ Successfully lobbied for funding to complete Corps of Engineers Clear Creek GRR (General Re-evaluation Report).

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Implement plan in conjunction with Brazoria County for Westside Library Storefront to open in October 2012.
- ◇ Implement traffic signal communication system to improve traffic flow on Broadway.
- ◇ Conduct analysis of feasibility of contracting out various City functions to reduce operating costs.
- ◇ Continue to pursue outside sources of funds for capital projects.

### PERFORMANCE MEASURES

	<u>FY 2009 Actual</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Projection</u>	<u>FY 2012 Target</u>
Number of Council regular meetings	24	24	24	24
Number of Workshop items	95	82	89	89
Number of authorized FTE's per 1,000 population	6.23	6.58	6.55	6.52
Operating budget \$ per capita*	\$556.98	\$521.80	\$529.57	\$519.75

\*General Fund budget excluding transfers out.

## CITY MANAGER - 1020

### OVERVIEW

The City Manager is appointed by the City Council to administer the daily operations of the City and implement policies established by City Council. The City Manager is responsible for preparation, filing and management of the annual budget to meet the organization goals, and reports to the City Council on the City's financial position. The City Manager also attends Council meetings, special meetings, and public hearings.

Two Assistant City Managers (ACM) assist the City Manager. One ACM supervises Community Development, which includes Community Development Administration, Engineering, Permits & Inspections and Environmental & Health, and also supervises Planning and Project Management. The second ACM supervises Human Resources, Parks & Recreation, Animal Control, Public Works, and Public Affairs.

#### **Key Budget Items for FY 2012 include:**

- ◇ Budget reduction of \$13,333 was taken; PEDC to fund a portion of consulting fees

### **EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	603,422	609,246	604,267	610,730
Materials & Supplies	1,482	1,200	1,200	1,500
Miscellaneous Services	74,680	47,760	48,720	35,811
<b>TOTAL</b>	<b>679,584</b>	<b>658,206</b>	<b>654,187</b>	<b>648,041</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
City Manager	1	1	1	1
Assistant City Manager	2	2	2	2
Executive Secretary	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

\*Same as adopted budget, unless where noted.

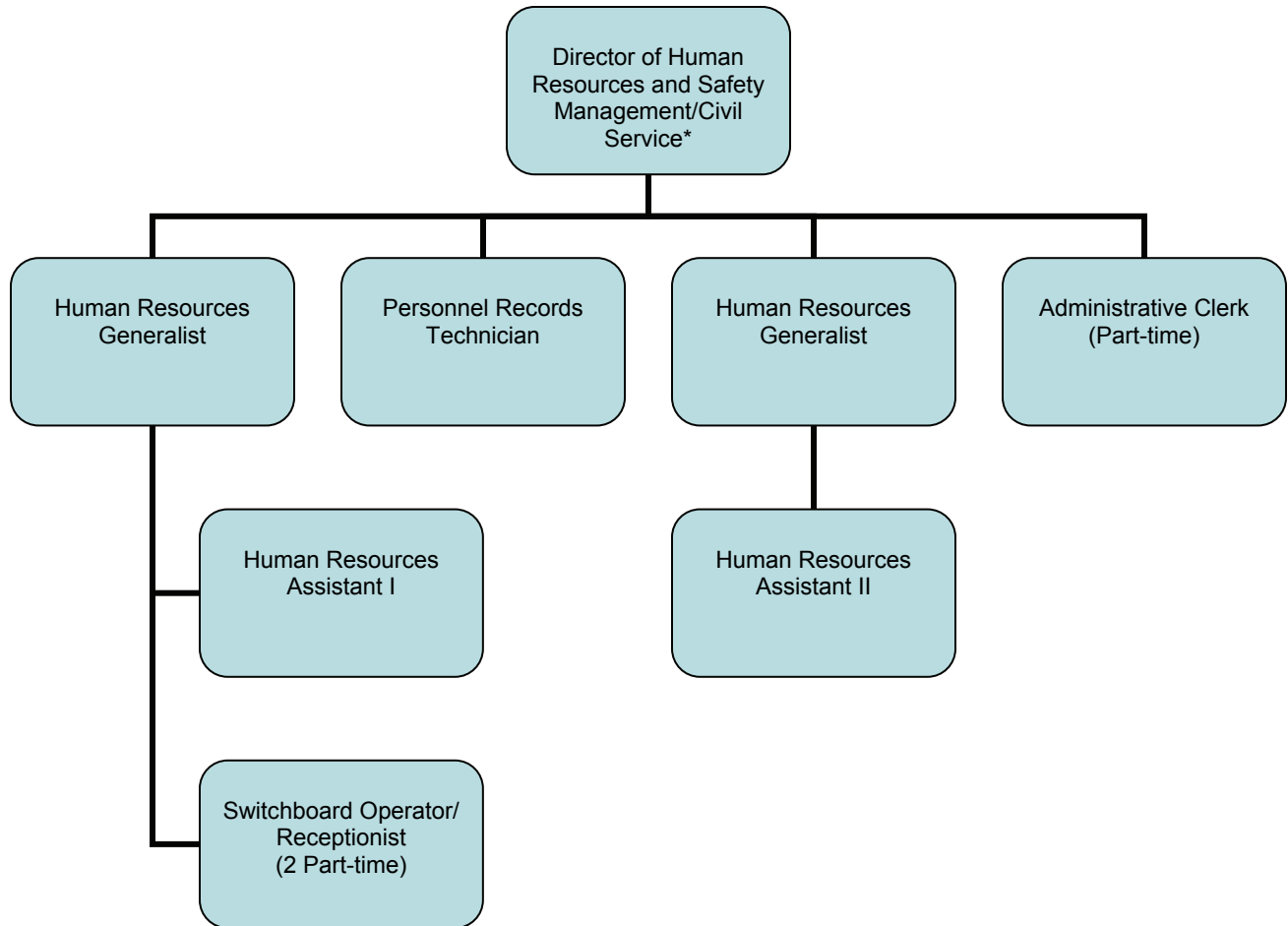
# HUMAN RESOURCES - 1040

## VISION STATEMENT

Human Resources . . . Committed to Excellence.

## MISSION STATEMENT

The mission of Human Resources is to cultivate successful partnerships utilizing accountability, teamwork, innovation and integrity in an effort to make Pearland one of the State's premier municipal employers.



\*Reports to the City Manager

## HUMAN RESOURCES - 1040

### GOALS

- ◇ Coordinate the hiring, development and retention of outstanding employees.
- ◇ Assist in the development and maintenance of an environment conducive to success and achievement.
- ◇ Be good stewards of municipal resources.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Converted the City's fully-funded health plan to one that is partially self-funded.
- ◇ Continued internal institutional training, namely the Strategic Supervisor Series.
- ◇ Completed the position classification review.
- ◇ Provided administrative assistance and coordination of the City's search for Fire Chief and EMS Director.
- ◇ Administered two entry-level Police civil service examinations.
- ◇ Developed more knowledgeable human resources employees.
- ◇ Provided diversity and sensitivity training for all full-time employees.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Roll out a more comprehensive orientation program.
- ◇ Complete and disseminate revised City policies.
- ◇ Revamp the City's disciplinary process and train supervisors.
- ◇ Implement a Human Resources records retention initiative in an effort to train staff and be proactive regarding an impending "space" issue, continuing our efforts to move toward a more "paperless" environment.
- ◇ Begin a City-wide Risk Management (Safety) initiative.
- ◇ Incorporate additional training such as workers compensation, preventing harassment and discrimination, etc., in an effort to assist supervisors in "getting ahead" of various employment situations.
- ◇ Introduce Defensive Driver training for the employees.
- ◇ Work toward revising the City's performance evaluation tool and process.
- ◇ Devise and implement City Wellness Program.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of vacated or new positions posted <sup>1</sup>	119	154	128	100
Number of employment applications received <sup>1</sup>	3,137	3,880	3,299	3,000
Annualized Citywide turnover rate (FT employees) <sup>2</sup>	12.9%	14.3%	16.1%	15.0%
Number of interviews conducted with HR's participation	431	532	73	75
Number of training hours provided to employees (including orientation)	176	236	212	225
New Hires as percent of total full-time employees	17.9%	17.5%	24.8%	17.6%
Percent of positions filled within 30 days of posting	N/A	N/A	83%	85%
Number of incoming telephone calls to switchboard at City Hall	N/A	N/A	29,724	27,500
Percent of grievances completed and forwarded to City Manager within 30 days of submissions	N/A	N/A	100%	100%
Number of written complaints submitted to HR <sup>1</sup>	N/A	N/A	15	0
Number of safety meetings/training sessions initiated by HR	N/A	N/A	3	6
Number of workers' comp claims where time is lost <sup>1</sup>	N/A	N/A	8	0

## HUMAN RESOURCES - 1040

### PERFORMANCE MEASURES (continued)

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Percent of workers comp claims processed within 7 days of receipt in HR	N/A	N/A	100%	100%
Average number of sick hours used by full-time employees	N/A	N/A	2.9	1.0
Number of full-time employees hired <sup>1</sup>	90	91	131	100
Number of resignations/terminations <sup>1</sup>	65	74	85	75
Total number of full-time employees <sup>1</sup>	503	519	529	569
Total number of part-time employees <sup>1</sup>	59	89	83	115
Ratio of HR Staff to Total Full-time City employees	1:83	1:93	1:93	1:95

<sup>1</sup>Not considered a measure of performance, but a statistic to demonstrate level of workload and activities.

<sup>2</sup>City-wide Turnover Rate is calculated on the total number of resignations/terminations reported as a percent of the total number of full-time employees.



## HUMAN RESOURCES - 1040

### OVERVIEW

The Human Resources department implements the City personnel policies, manages employees' benefit and compensation plans, and coordinates the hiring, development and retention of personnel. The department is responsible for staff recruiting, new employee orientation, pay plan administration, training and extensive recordkeeping. Department personnel receive employee grievances, maintain employee handbooks and policy manuals and assist employees with retirement and health benefits claims. The department assists supervisors with performance appraisal, compliance with the Fair Labor Standards Act, disciplinary issues, termination and risk management.

The Human Resources Department assists the City in its effort to be a model employer in terms of concern for employees, wages and fringe benefits, safety, equal opportunity, training and career advancement. To achieve this, the City:

- ◇ Develops management skills by placing greater emphasis on training, and
- ◇ Continues to review and make necessary revisions in the compensation and benefit programs.

#### **Key Budget Items for FY 2012 include:**

- ◇ Includes printing of employee handbook
- ◇ Budget reduction of \$13,371 taken
- ◇ The Wellness Program was funded in the Health Insurance Fund at \$30,000

### **EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	464,573	461,659	468,746	470,083
Materials & Supplies	15,747	22,851	18,812	19,900
Equipment Maintenance	143	700	500	700
Miscellaneous Services*	150,007	186,427	172,163	127,119
Sundry Charges	1,520	6,000	6,000	40,000
Inventory	2,964			
<b>TOTAL</b>	<b>634,954</b>	<b>677,637</b>	<b>666,221</b>	<b>657,802</b>

\*Drop in Miscellaneous Services due to reduction in benefit consulting services.

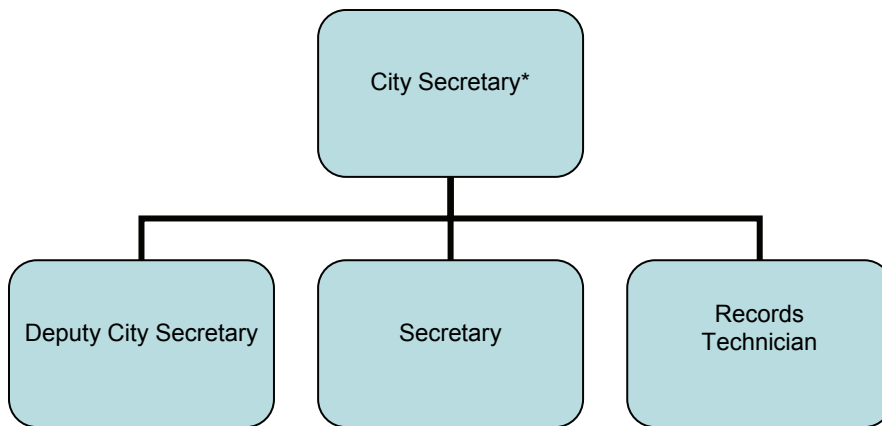
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Director of Human Resources and Safety Management/Civil Service Director	1	1	1	1
HR Generalist	1	1	2	2
Benefit Coordinator	1	1		
Personnel Records Technician	1	1	1	1
Human Resources Assistant I	1	1	1	1
Human Resources Assistant II	1	1	1	1
Part-Time Administrative Clerk	1	1	1	1
Part-Time Switchboard Operator/Receptionist	2	2	2	2
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

\*Same as adopted budget, unless where noted.

## CITY SECRETARY - 1050

### MISSION STATEMENT

The mission of the City Secretary is to provide Council with all pertinent information for preparation for City Council meetings; maintain all records and actions generated from City Council meetings, in compliance with the Texas Open Meetings Act; authenticate all official documents; safeguard official records and files; coordinate administration of City elections with Brazoria County; provide the public with information in accordance with the Texas Public Information Act; maintain historical records and archives; conduct City elections with accuracy and the highest level integrity. Provide excellent customer service by being Responsive, Results – Oriented, Trust Building and Accountable as adopted by the City's Core Beliefs.



\*Reports to the City Manager

## CITY SECRETARY - 1050

### GOALS

- ◇ Provide excellent customer service to the Community, City Council and City Staff.
- ◇ Record and maintain all actions accurately and in a timely manner.
- ◇ Administer and produce timely Public Information as requested under the Texas Public Information Act.
- ◇ Maintain and preserve City documents.
- ◇ Administer the department's budget efficiently and monitor the funds allocated and expended.
- ◇ Administer Oaths of Office to new City employees and officials as mandated by State Law.
- ◇ Maintain claims information log insuring proper administration for individuals filing claims according to the City Charter.
- ◇ Issue Alcoholic Permits in an efficient and timely manner to maintain compliance with the City Ordinance and Texas Alcoholic Beverage Commission regulations.
- ◇ Process Peddlers Permits in an efficient and timely manner to allow the community to be served by vendors who are legally permitted to conduct business in the City door-to-door in compliance with City Ordinance.
- ◇ Accept and process applications to serve on Board's and Commission's in a timely manner and verify that information on the application qualifies the applicant to serve.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Completed Phase II of the Utility Lien reorganization, consolidating Utility Billing Liens to facilitate the ease of locating liens by other departments.
- ◇ Documents that have run their retention period continue to be recycled as approved by the City's Records Retention Schedules.
- ◇ Conducted In-house training for City Department liaisons who process Public Information Requests. Positive feedback was received from those attending the training.
- ◇ Created a Standard Operating Procedure to administer the Granicus Council meeting audio streaming process.
- ◇ Created accessible databases of Liens and Alcoholic Permits for Boards and Commissions to increase the efficiency of the record keeping and provide a more user-friendly way for creating reports.
- ◇ Maintained our established goals for the City Secretary's Office.
- ◇ Conducted annual in-house training for all Department liaisons who administer the Public Information Request process at the department level, and conducted in-house training on the City's established Paperless Agenda process.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Develop and produce a movie of the Paperless Agenda process to be accessed by employees on the Domino City Drive at any time.
- ◇ Implement a cross training program for staff regarding duties and responsibilities that they do not handle on a routine basis.
- ◇ Complete Phase II of the reorganization of the City Secretary's Office file room.
- ◇ Continue to scan old documents into the records retrieval system for easy access and to increase space in the file room for new permanent documents.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
<b>COUNCIL SUPPORT</b>				
Number of Agendas prepared for Regular Meetings	24	22	24	24
Number of Agenda Items prepared for Regular Meetings	347	308	312	341

## CITY SECRETARY - 1050

### PERFORMANCE MEASURES (continued)

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
<b>COUNCIL SUPPORT</b>				
Number of Agendas prepared for Special Meetings	24	20	17	21
Number of Agenda Items prepared for Special Meetings	69	38	41	46
Number of Agendas prepared for Workshops	44	39	37	42
Number of Agenda Items prepared for Workshops	94	81	83	89
Number of Agendas prepared for Public Hearings	6	11	7	8
Number of Agenda Items prepared for Public Hearings	6	11	7	8
Number of Agendas prepared for Joint Public Hearings	28	30	27	29
Number of Agenda Items prepared for Joint Public Hearings	28	30	27	29
Number of Minutes transcribed for Regular Meetings	25	22	23	24
Number of Pages of Minutes prepared for Regular Meetings	280	262	251	279
Number of Minutes transcribed for Special Meetings	27	14	16	18
Number of pages of Minutes prepared for Special Meetings	83	44	42	54
Number of Minutes transcribed for Public Hearings	10	6	5	9
Number of Pages of Minutes prepared for Public Hearings	20	17	19	25
<b>PUBLIC RECORDS</b>				
Number of Public Disclosure Requests processed	909	929	1,136	1,004
Percent of public disclosure requests processed within 5 days	100%	100%	100%	100%
Number of Records Retrieval Requests processed <sup>1</sup>	82	N/A	N/A	N/A
Percent of requested records retrieved on the same day	100%	N/A	N/A	N/A
Number of pages scanned for Laserfiche	9,264	14,435	24,269	12,716
<b>PERMITS</b>				
Total number of beer permits issued <sup>2</sup>	100	86	40	77
On Premise (BE)	17	17	5	15
Wine & Beer Off Premise (BQ)	28	33	8	24
Off Premise (BF)	12	3	1	5
Late Hours On Premise (BL)	3	4	0	3
Cartage (PE)	27	19	11	18
Mixed Beverages Late Hours (LB)	3	3	6	4
Mixed Beverages Restaurant (RM)	10	7	9	8
Number of vendor permits issued	110	60	40	65
Percent of permits available to applicant within 2 days	100%	100%	100%	100%
<b>ELECTIONS</b>				
Number of Registered Voters	47,999	49,433	49,631	49,880
Number of votes cast	2,361	3,061	2,710	2,795
% of voter turnout	2.5%	6.2%	5.5%	5.6%

<sup>1</sup>In FY 2010, these measures were replaced with "Number of pages scanned for Laserfiche" as there are no longer requests for records retrieval due to documents available on Laserfiche.

<sup>2</sup>Beer permits are issued every two years.

## CITY SECRETARY - 1050

### OVERVIEW

The City Secretary's Office is the custodian of records for the City. This department administers open records requests from citizens and assists other departments with research. The office creates the Agenda packets for City Council meetings, maintains records and Minutes of the meetings, coordinates administration of City elections with Brazoria County, maintains historical records and archives, and provides the public with information in accordance with the Texas Public Information Act.

#### Key Budget Items for FY 2012 include:

- ◇ Budget reduction of \$3,780 taken

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	254,374	254,405	264,388	249,275
Materials & Supplies	4,691	5,000	5,000	3,500
Equipment Maintenance	893			
Miscellaneous Services	32,258	32,850	44,066	25,285
Sundry Charges	1,002	2,500	550	1,000
<b>TOTAL</b>	<b>293,218</b>	<b>294,755</b>	<b>314,004</b>	<b>279,060</b>

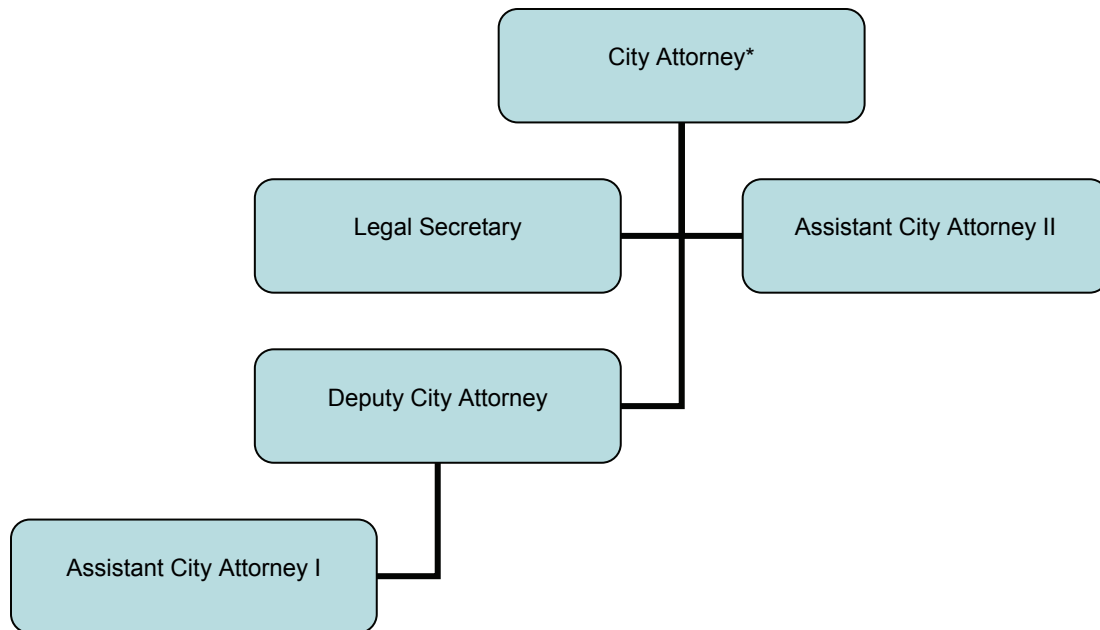
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
City Secretary	1	1	1	1
Deputy City Secretary	1	1	1	1
Secretary	1	1	1	1
Records Technician	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

\*Same as adopted budget, unless where noted.

## LEGAL DEPARTMENT - 1080

### MISSION STATEMENT

The Legal Department's mission is to advise the City Council and to provide efficient and competent legal services to all departments within the City of Pearland, to take proactive steps to identify and remedy potential legal complications for the City of Pearland, and to zealously defend and advocate the City of Pearland's position with the singular goal of achieving that which is in the best interests of the City of Pearland.



\*Reports to the City Council

## LEGAL DEPARTMENT - 1080

### GOALS

- ◇ Provide legal advice and direction in the application of the Unified Development Code.
- ◇ Provide legal representation at all meetings of the City Council, Planning and Zoning Commission, the Zoning Board of Adjustments, and EDC.
- ◇ Provide each department legal services in a quality, yet efficient and cost-effective manner; such service to include specific training for each City department.
- ◇ Coordinate, with outside counsel, on multiple property acquisitions associated with the various City projects.
- ◇ Review and revise the City's Code of Ordinances.
- ◇ Provide prosecutorial services for the City's Municipal Court.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Conducted comprehensive training for various City Departments, including code enforcement, supervisor training on employment issues, and land use issues for Planning department and boards.
- ◇ Prepared numerous development agreements for both residential, commercial and institutional development in the City of Pearland.
- ◇ Coordinated and assisted outside counsel in the settlement of multiple cases.
- ◇ Efficiently carried out the prosecutorial duties of a rapidly growing Municipal Court.
- ◇ Coordinated the acquisition of multiple properties through the eminent domain process, thereby allowing for the timely construction of various City projects.
- ◇ Assisted the Projects Department in resolving numerous disputes associated with City projects.
- ◇ Provided legal representation at all meetings of the City Council, P&Z and the ZBA.
- ◇ Assisted the PEDC in developing standardized documents and an oversight protocol designed to proactively identify potential legal issues before they arise.
- ◇ Provided legal counsel on numerous HR matters, including, but not limited to, suspensions, terminations, investigations, hearings and amendments to the Employee Handbook.
- ◇ Provided effective legal counsel to all departments in the City on a daily basis.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Facilitate the adoption of Strategic Partnership Agreements with BCMUD No.6.
- ◇ Continue to monitor and develop an oversight protocol with the PEDC and the Projects Department.
- ◇ Develop a litigation strategy model for the early assessment of potential litigation.
- ◇ Evaluate and update various City Ordinances to bring them into alignment with the City's needs and goals.
- ◇ Assist the Planning Department with the orderly transition of newly annexed territories.
- ◇ Assist the HR Department in developing revisions to the City Employee Handbook and departmental policies.

### PERFORMANCE MEASURES

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Average number of training programs attended by staff	12	12	12	12
Number of contracts prepared or reviewed	161	199	191	190
Number of FOIA requests reviewed	249	245	278	265
Number of citizen requests handled	276	298	268	270
Number of resolutions prepared	200	168	161	150
Number of ordinances prepared	66	61	44	50
Number of jury trials	N/A	29	30	26
Percent of jury trial convictions	N/A	85%	86%	85%
Number of bench trials	N/A	38	27	26
Percent of bench trial convictions	N/A	78%	86%	90%



## LEGAL DEPARTMENT - 1080

### OVERVIEW

The City Attorney is appointed by and serves as legal adviser to the City Council, City Manager, and City departments, representing the City in legal matters. The department consists of four full-time attorneys supported by a Legal Secretary. One of the Assistant City Attorneys serves as Prosecutor in Municipal Court. The legal department is responsible for drafting the legislation upon which City Council votes in setting the policies of the City, attending City Council and other City board meetings to advise City officials and representatives regarding legal matters, selecting and managing outside counsel to represent the City in specialized litigation and other legal proceedings, prosecuting misdemeanors in the City's Municipal Court, and advising and assisting the City's departments regarding legal issues associated with contracts, real estate transactions, personnel, economic development, engineering and public works issues, emergency services, and finance.

#### Key Budget Items for FY 2012 include:

- ◇ Legal fees for outside counsel reduced in 2012

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	560,785	570,491	568,900	555,262
Materials & Supplies	2,617	2,870	2,870	2,870
Equipment Maintenance		250	250	250
Miscellaneous Services	142,477	72,622	138,068	58,951
<b>TOTAL</b>	<b>705,879</b>	<b>646,233</b>	<b>710,088</b>	<b>617,333</b>

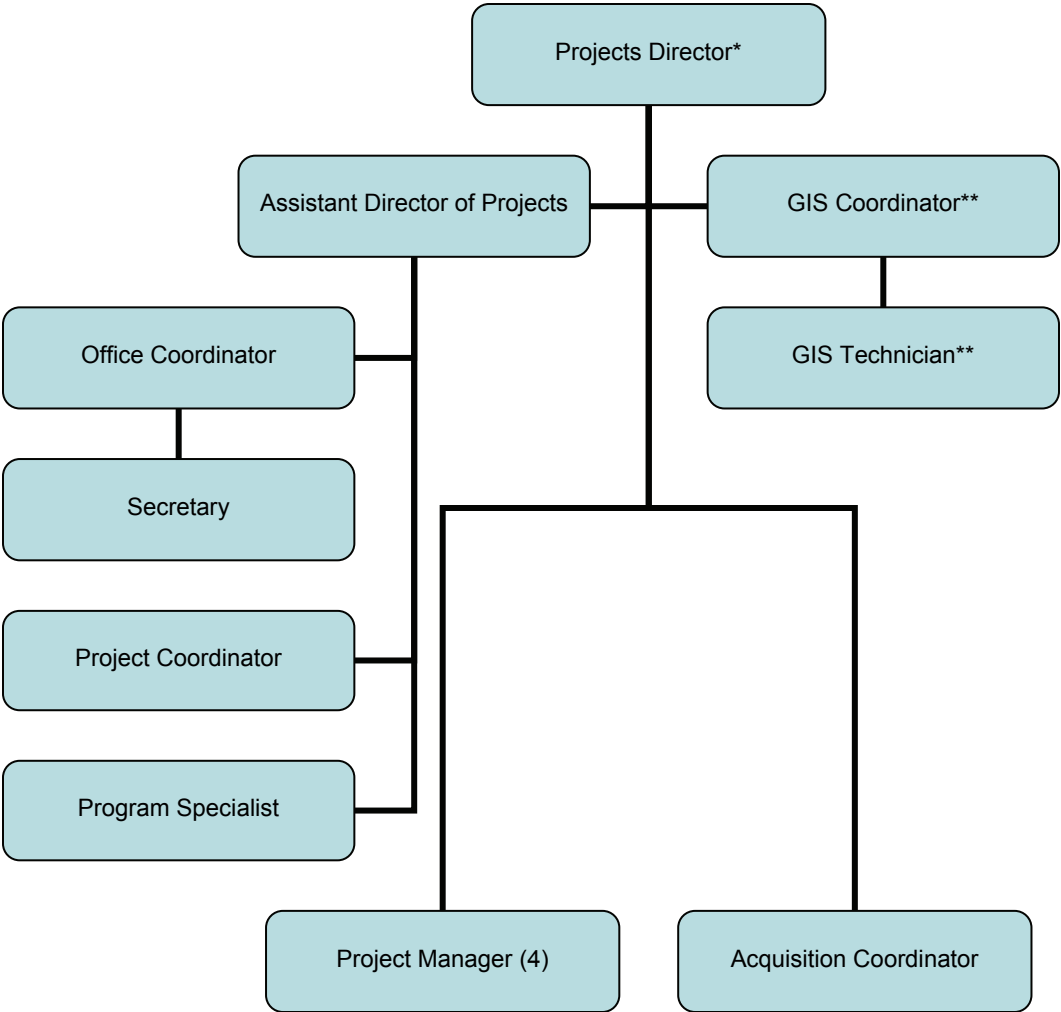
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
City Attorney	1	1	1	1
Deputy City Attorney	1	1	1	1
Assistant City Attorney II	1	1	1	1
Assistant City Attorney I	1	1	1	1
Legal Secretary	1	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\*Same as adopted budget, unless where noted.

# PROJECT MANAGEMENT - 1140

## MISSION STATEMENT

The mission of the Project Management Department is to plan, develop, and implement the City's current and future infrastructure needs in a timely and efficient manner, while utilizing the best management practices to provide the best value for citizens and other City departments, and while being accountable for the overall results.



\*Reports to Assistant City Manager

\*\*GIS reported in its own division

## PROJECT MANAGEMENT - 1140

### GOALS

- ◇ Meet or exceed City Council and citizens' project expectations.
- ◇ Continue development and refinement of the Project Delivery Model and Project Management Software.
- ◇ Effectively communicate project information to the public.
- ◇ Implement & complete projects in a consistent and efficient manner for timely completion.
- ◇ Complete & deliver best value projects that are within budget.
- ◇ Develop and maintain the City's Five-Year CIP with Finance Department.
- ◇ Develop a project management staff that is highly trained and proficient with the necessary tools to manage complex projects in a professional manner.
- ◇ Effectively represent the City to its community, State and County partners when involved in multi-agency projects.
- ◇ Complete land acquisition in advance of project construction.
- ◇ Effectively coordinate infrastructure improvements with utility and pipeline entities, private development and other governmental entities in advance of project construction.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Completed construction of the following projects:
  - Fire Station #5
  - Magnolia/Southfork Phase III
  - CR89 – Southfork to Northfork
  - Dixie Farm Road Phase II
  - McHard Road
  - Cullen Parkway
  - Surface Water Treatment Plant Reservoir Side Slope Stabilization
  - Cowart's Creek Diversion Detention Pond
  - Town Ditch Phase III
  - SH35 Utilities (BW8 to FM518)
  - Knapp Road Lift Station
  - City of Houston 30" Waterline Interconnect
  - Alice Street Water Plant Expansion
  - McHard Road sound walls
  - Fire Station #6
  - Traffic Signals At Mykawa and Brookside Road
  - South SH 35 Sanitary Interim Lift Station @ Industrial Drive
- ◇ Continued or began construction on the following projects:
  - Orange Street
  - Walnut Street
  - Hillhouse Satellite Service Center
  - Trail Connectivity Phase I
  - Project Stars
  - Adaptive Traffic Signal System
  - Barry Rose Extension
- ◇ Continued, initiated, or completed design on the following projects:
  - Bailey Road (Veterans to FM1128)
  - Business Center Drive Extension
  - Dixie Farm Road Alignment Study
  - McHard Road Alignment Study
  - Pearland Parkway Alignment Study
  - Longwood WWTP Improvements
  - Barry Rose WWTP Rehabilitation
  - Old Alvin Road 20" Waterline
  - SH35 Fill Mitigation

## PROJECT MANAGEMENT - 1140

### FISCAL YEAR 2011 ACCOMPLISHMENTS (continued)

- SH 35 Waterline
- Twin Creek Regional Lift Station Basin Rehab
- Hatfield Basin Trunk Sewer Line
- Far NW WWTP Decanter & UV Replacement
- Max Road Sports Complex / Hickory Slough Detention Pond

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Continue improvement of the Project Delivery Model (PDM).
- ◇ Complete implementation of the Project Management Software.
- ◇ Perform additional Construction Management Services in-house to fully utilize internal resources.
- ◇ Complete City Council goal to emphasize Operation & Maintenance impact of projects to help determine Capital Improvement Program priorities.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Average number of active projects being administered	36	34	30	22
Total value of current active projects (millions)	\$380.1	\$398.4	\$349.6	\$388.9
Percent of change orders to total contract value	1.46%	0.05%	-0.05%	<5%
Percent of consultant selection process initiated on schedule	N/A	100%	100%	90%
Percent of construction projects started on schedule	100%	40%	90%	90%
Percent of projects completed on schedule	100%	83%	92%	90%
Percent of projects completed within budget	100%	100%	100%	90%
Number of property parcels acquired	42	70	31	55
Number of parcels acquired through condemnation	9	16	12	5
Average number of days to acquire a parcel	168	154	209	110

## PROJECT MANAGEMENT - 1140

### OVERVIEW

The Project Management Department develops, implements, and manages City infrastructure capital projects - facilities, parks, streets, drainage, water and wastewater projects. The department has the responsibility to provide leadership, support and customer service for most of Pearland's capital improvement projects. The department is presently responsible for managing over three hundred six-four million dollars in active capital projects.

#### Key Budget Items for FY 2012 include:

- ◇ Budget reduction of \$83,294 taken; includes elimination of one vacant Project Coordinator position for \$62,722.

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	964,555	971,582	939,351	922,547
Materials & Supplies	8,152	6,500	6,500	4,978
Equipment Maintenance	2,367	2,546	3,286	25,286
Miscellaneous Services	32,411	75,934	75,947	24,090
Inventory	1,203	2,200	2,200	
<b>TOTAL</b>	<b>1,008,688</b>	<b>1,058,762</b>	<b>1,027,284</b>	<b>976,901</b>

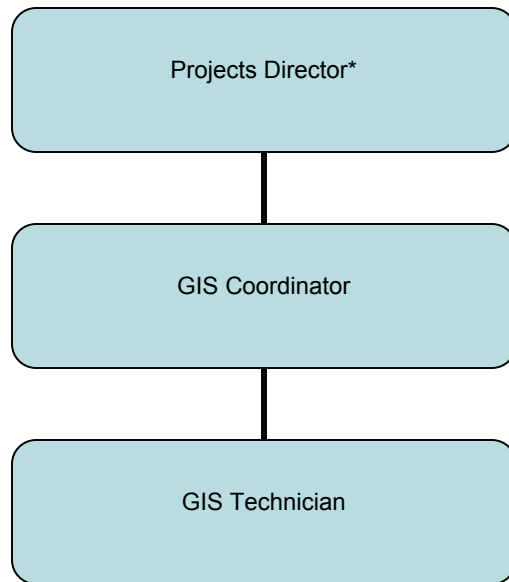
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Projects Director	1	1	1	1
Assistant Projects Director	1	1	1	1
Acquisition Manager	1	1	1	1
Project Manager	4	4	4	4
Program Specialist	1	1	1	1
Project Coordinator	2	2	2	1
Office Coordinator	1	1	1	1
Secretary	1	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>11</b>

\*Same as adopted budget, unless where noted.

# GEOGRAPHICAL INFORMATION SYSTEM (GIS) - 1160

## MISSION STATEMENT

The mission of the Geographical Information System (GIS) Department is to coordinate, develop, implement, integrate, support and manage a Citywide Geographic Information System, and ensure efficient delivery of services.



\*Reports to Assistant City Manager

## **GEOGRAPHICAL INFORMATION SYSTEM (GIS) - 1160**

### **GOALS**

- ◇ Maintain responsibility for the ongoing process of creating, maintaining and managing the City's digital land information database.
- ◇ Ensure that the City of Pearland decision-makers have access to geographic information that is complete, timely, accurate, and reliable.
- ◇ Promote the use of Geographic Information System (GIS) and related technologies to more effectively and efficiently address problems, develop plans, and manage the natural, cultural, economic, and infrastructure resources of the City of Pearland.
- ◇ Help develop a coordinated approach to a citywide GIS.
- ◇ Evaluate long-term coordination needs of the GIS user community and direct a strategic plan to facilitate coordination.
- ◇ Identify and report the function needs of the user community with regard to GIS coordination in the City.
- ◇ Maintain and provide Citywide interactive maps for all citizens.

### **FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Deployed new ArcGIS Server MapOptix Lite 6.2 for public access, a new and improved interactive map viewer using Flex technology.
- ◇ Installed new ArcGIS Server 9.3.1 sp .2 platform.
- ◇ New functionality with GIS viewer - linked subdivision layers in GIS with scanned PDF's in Engineering Department.
- ◇ Established live link from GIS viewer to appraisal website for latest tax information available.
- ◇ Obtained new professional GIS full size plotter.

### **FISCAL YEAR 2012 OBJECTIVES**

- ◇ Update Brazoria County Appraisal GIS Parcels with live link to tax roll.
- ◇ Update Harris County Appraisal GIS Parcels with live link to tax roll.
- ◇ Update Fort Bend County Appraisal GIS Parcels with live link to tax roll.
- ◇ Update (from Alterra) Subdivision GIS layer scanned to link PDF plats in Engineering.
- ◇ Link data bases from Police Department and GIS Spatial Data Base (SDE) for Advanced Crime Analysis.

### **PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Total web page hits	61,339	54,780	48,327	43,690
GIS web page hits per 1,000 population	676	600	521	450
Average number of GIS layers maintained	80	89	95	104
Number of map requests	332	298	296	240
GIS expenditures per capita	\$2.19	\$2.06	\$2.38	\$2.10



## GEOGRAPHICAL INFORMATION SYSTEM (GIS) - 1160

### OVERVIEW

The GIS Division develops and manages a Citywide geographic information system of maps on the City's website. This division also maintains the data in the GIS system to ensure accurate, up-to-date displays and to facilitate improved management decisions and public access. The GIS Division reports to the Project Management Department.

#### Key Budget Items for FY 2012 include:

- ◇ Budget reduction of \$4,221 taken

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	151,906	157,006	152,940	154,087
Materials & Supplies	2,104	1,877	1,677	1,134
Equipment Maintenance	294	1,800	1,800	1,800
Miscellaneous Services	33,958	69,158	67,298	47,010
<b>TOTAL</b>	<b>188,262</b>	<b>229,841</b>	<b>223,715</b>	<b>204,031</b>

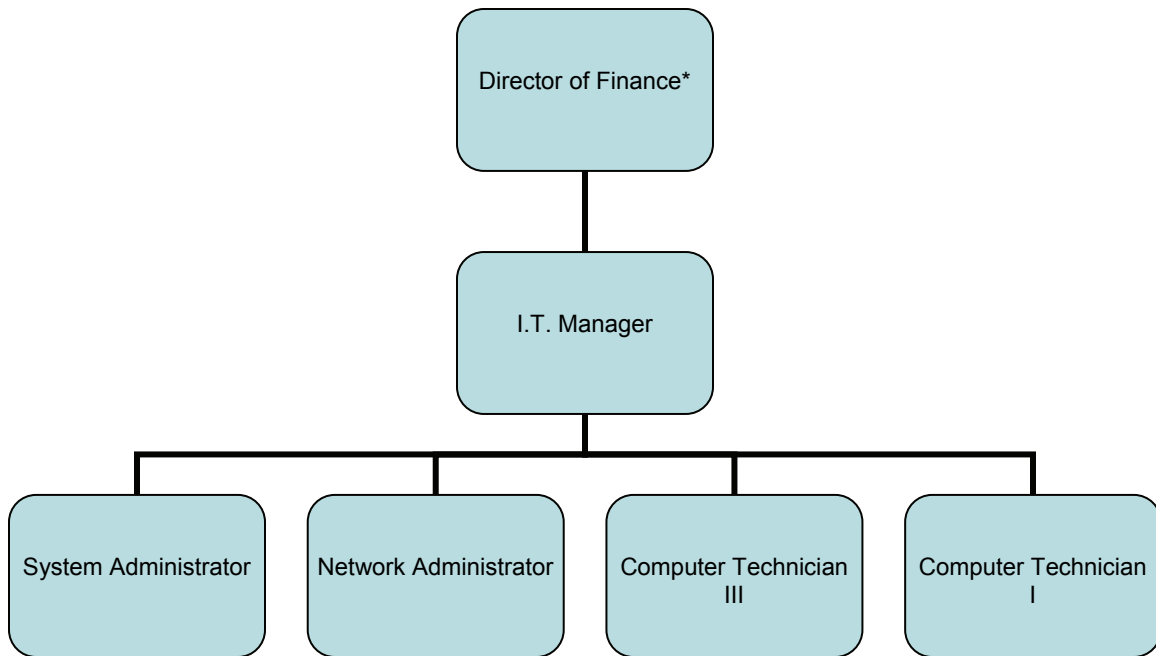
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
GIS Coordinator	1	1	1	1
GIS Technician	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

\*Same as adopted budget, unless where noted.

## INFORMATION TECHNOLOGY (IT) - 1250

### MISSION STATEMENT

The mission of Information Technology (IT) is to provide information system service and support to all departments within the City of Pearland, and to continually improve the planning, design, operations, and management of the City's network infrastructure.



\*Reports to the City Manager

## INFORMATION TECHNOLOGY (IT) - 1250

### GOALS

- ◇ Support City employees and citizens with superior customer service.
- ◇ Provide Citywide innovation and leadership in the utilization and deployment of information technology services and applications.
- ◇ Ensure high-quality, effective and efficient production and support services that meet or exceed the expectations of our employees.
- ◇ Maintain a secure information technology environment, ensuring the confidentiality, integrity and availability of critical information and systems.
- ◇ Continue to educate City staff as to what options and resources are available to them in order to allow all City services to flourish, while utilizing the minimal level of resources.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Acquired contractor to install fiber optic cable from Public Safety Building to new Hillhouse Road facility for City network.
- ◇ Set up and installed 23 desktops computers and 32 Laptops for employees at City facilities.
- ◇ Submitted for auction 47 computers/laptops and 6 network switches.
- ◇ Install new network switches and phones at Hillhouse Road facility.
- ◇ Replaced all EMS Dell laptops with Panasonic Toughbooks.
- ◇ Upgraded current Internet service to Ethernet to increase bandwidth.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Replace 41 outdated CPU's and 22 laptop systems throughout City departments.
- ◇ Replace 2 Dell Servers at City Hall.
- ◇ Install fiber cable from old Police Dept. building to SWEC.
- ◇ Install/replace City Hall water suppression with FM-200 waterless fire suppression system.
- ◇ Set up private/public network wireless access points at the Public Safety Building.
- ◇ Maintain 99.9% planned available time for City network and City servers.
- ◇ Work with Engineering department on Advanced Traffic Management System.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Average monthly service requests	649	734	816	825
Number of PC's supported	394	429	444	450
Number of Servers	21	32	33	33
Percent of time AS/400 available	99.5%	99.8%	99.9%	99.9%
Percent of time LAN available	99.6%	99.4%	99.9%	99.9%
PC's supported per IT staff FTE	79	86	89	90
IT expenditure per PC's supported	\$2,507	\$2,053	\$2,056	\$2,056
Average response time to Priority 1 service calls*	1min31sec	1min45sec	1min0sec	1min0sec
Number of new software programs installed	1	8	1	0
Total number of software programs supported	18	26	27	27

\*Priority 1 calls include any event with severe or catastrophic adverse effects on organizational operations, organizational assets, or individuals.

## INFORMATION TECHNOLOGY (IT) - 1250

### OVERVIEW

The primary role of the Information Technology Division (IT) is to provide communications and information systems services and support to the City departments. Major responsibilities include maintaining networks, servers, personal computers and laptops, and the City's telephone system. The IT Division reports to the Finance Director.

#### Key Budget Items for FY 2012 include:

- ◇ Replacement of 32 CPU's, 17 laptops, the Domino1 email server and the LaserFiche server
- ◇ Funding of an FM-200 waterless fire suppression system
- ◇ Replacement of 9 CPU's and 5 laptops for Water/Sewer employees
- ◇ Budget reduction of \$16,700 taken

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	370,656	379,277	406,393	381,956
Materials & Supplies	4,174	5,072	4,965	4,660
Equipment Maintenance	352,824	419,276	414,377	405,487
Miscellaneous Services	28,449	14,975	16,448	11,270
Inventory	86,808	60,347	60,138	80,700
Capital Outlay	38,037	10,741	10,591	41,000
<b>TOTAL</b>	<b>880,948</b>	<b>889,688</b>	<b>912,912</b>	<b>925,073</b>

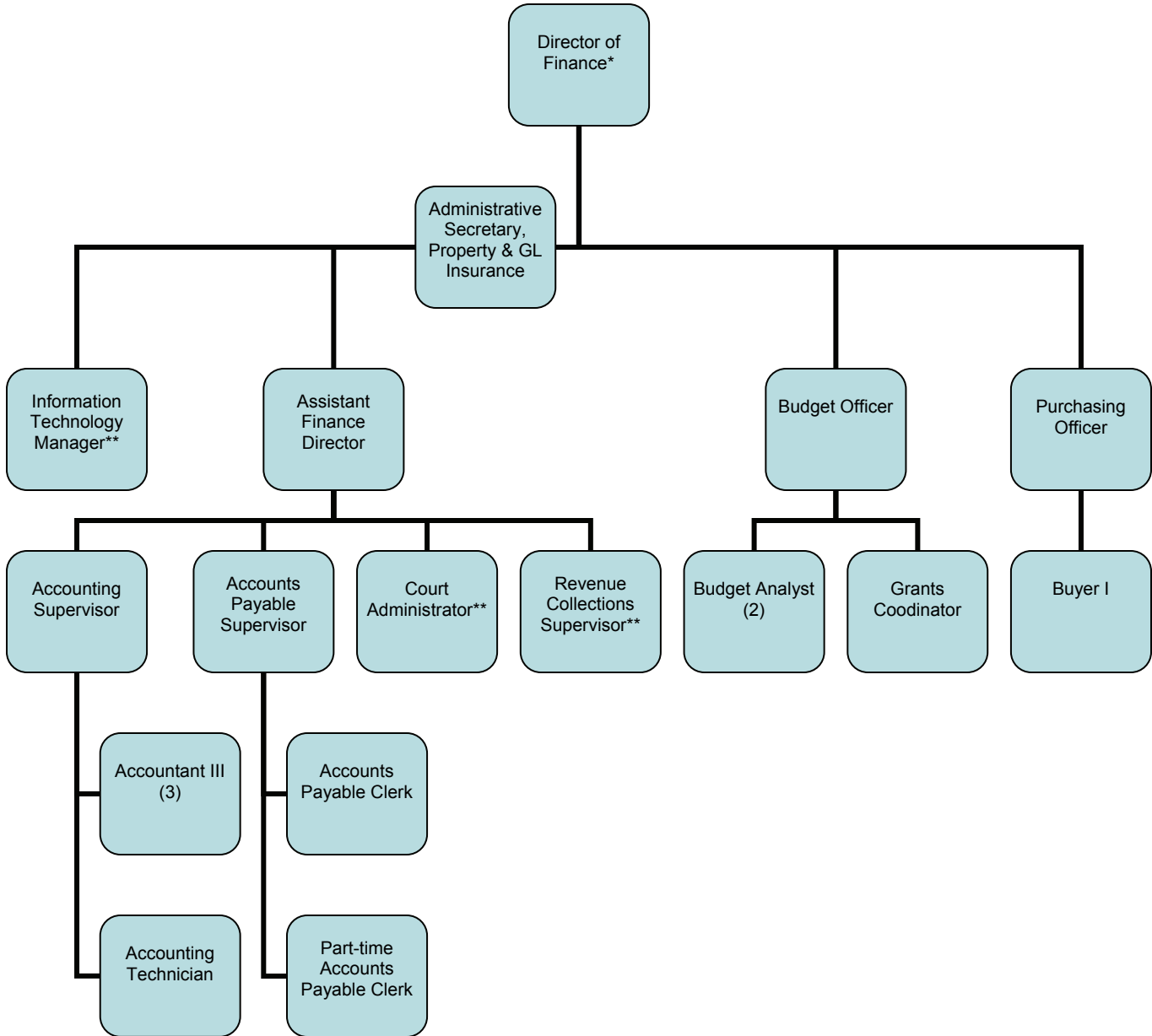
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Information Technology Manager	1	1	1	1
Network Administrator	1	1	1	1
System Administrator	1	1	1	1
Computer Technician III	1	1	1	1
Computer Technician I	1	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\*Same as adopted budget, unless where noted.

# FINANCE DEPARTMENT - 1260

## MISSION STATEMENT

The mission of the Finance Department is to provide sound financial management practices and reporting to ensure long-term financial sustainability of the City.



\*Reports to the City Manager

\*\*Budgeted and accounted for in separate division

## **FINANCE DEPARTMENT - 1260**

### **GOALS**

- ◇ Safeguard the assets of the City of Pearland.
- ◇ Ensure accurate and prompt payment to all City vendors and employees.
- ◇ Accurately account for revenues and expenditures on a timely basis.
- ◇ Provide timely and accurate issuance of financial reports to the City Council, City Manager and all other parties as necessary or required.
- ◇ Obtain GFOA Budget and Financial Statement of Excellence in Financial Reporting and Budgeting.
- ◇ Plan, coordinate and facilitate the preparation of the annual budget, Comprehensive Annual Financial Report and Five-Year Capital Improvement Program.
- ◇ Facilitate and monitor purchases in compliance with State statutes and City policy and ensure that the City is getting the best value for the purchase of goods and services.
- ◇ Ensure the financial integrity of the City by developing and implementing policies and procedures.
- ◇ Maintain the debt program of the City, including the issuance of new debt, payment of annual debt service, and ensure compliance with bond and arbitrage covenants.
- ◇ Provide investment management for all City funds and bond proceeds in compliance with the City's Investment Policy.
- ◇ Plan, coordinate, monitor, and report on the City's Property, General Liability, and other insurances; file claims with third party administrator; subrogate claims where necessary.

### **FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Renegotiated solid waste contract for additional 5 years, incorporating upfront payment of franchise fees and solar powered compactors, and at-your-door HHW pick-up and commercial recycling.
- ◇ Workshopped automated cost service for garbage and solid waste.
- ◇ Published new Curbsided HHW and Commercial Recycling.
- ◇ Adoption of Designation of Fund Balance Policy.
- ◇ Adoption of FY2012 budget, tax rate, and 5-Year CIP; GFOA Awarded for Budget Presentation.
- ◇ Investments in CDARs program, earning high yields for City.
- ◇ OPEB actuarial completed.
- ◇ Unqualified audit: GFOA Award for Certificate of Achievement in Financial Reporting.
- ◇ Implemented on-line/electronic bidding.
- ◇ Continued Quarterly 'Financial Snapshot.'
- ◇ Strategic approach to Debt—presented varying debt scenarios to Council with financial impacts.

### **FISCAL YEAR 2012 OBJECTIVES**

- ◇ Revise agenda format to include more meaningful financial information.
- ◇ Evaluate opportunities for outsourcing; bid approximately 3 services in FY2012.
- ◇ Coordinate the process to score and prioritize services/programs for priority-based budgeting.
- ◇ Workshop and receive guidance on pilot cost service for garbage/recycling.
- ◇ Continue pro-active ways to share financial information with citizens.
- ◇ Sell bonds pursuant to budget; refinance to take advantage of lower interest rates.
- ◇ Ensure sound Financial Policies.

Accomplishments, Objectives, and Performance Measures for Grants can be found in the Special Revenues Section, Grant Fund 101.

## FINANCE DEPARTMENT - 1260

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Purchase Orders (PO) issued	3,264	2,913	2,679	2,500
Bid/Proposal documents processed	60	56	44	40
Number of PO change notices processed	362	183	106	95
PO change notices as % of PO's issued	11%	6%	4%	4%
Number of transactions on-line auction	10	22	10	10
Investment offers analyzed	37	25	39	35
Percent of time portfolio met or exceeded benchmark	88%	75%	79%	100%
Investments in compliance with policy and PFIA	100%	100%	100%	100%
GFOA budget award received	YES	YES	YES	YES
Budget filed with Council per city Charter	YES	YES	YES	YES
Number of budget transfers	406	477	427	460
GFOA CAFR award received	YES	YES	YES	YES
ICMA Perf.Measures Cert.of Distinction award received	YES	YES	N/A	N/A
Number of Audit Comments	4	0	1	0
Number of Single Audit Comments	0	0	0	0
Unqualified Audit Opinion	YES	YES	YES	YES
Number of Bond Sales (excludes DAP)	4	2	4	3
Meet or increase City's GO/CO Bond Rating	- S&P AA-	AA-	AA-	AA-
	- Fitch AA-	AA-	AA	AA
Meet or increase City's Revenue Bond Rating	- S&P AA-	AA-	AA-	AA-
	- Fitch A+	A+	AA-	AA-
Fund balance maintained at Council Policy level: General Fund	YES	YES	YES	YES
Water & Sewer Fund	YES	YES	YES	YES
Percent of Accounts Receivables 90 days or older	41%	51%	56%	55%
Average turnaround time for month end close (days)	13	12	13	12
Accounts Payable invoices processed monthly	1,938	1,803	1,750	1,750
Average number of checks issued monthly	1,102	1,101	985	1,000
Average number of checks voided	12	46	73	25
Average percent of checks voided	1.1%	4.2%	7.8%	2.5%
Number of days required to pay an invoice	3	3	3	3
Average number of employees paid each month	1,230	1,220	1,438	1,380
Percent of checks voided/corrected due to PR error	0.5%	0.15%	0.18%	.1%



## FINANCE DEPARTMENT - 1260

### OVERVIEW

The Finance Department provides for sound financial management practices and reporting to ensure long-term financial sustainability of the City. The department manages the City's finances, including investments, accounting, budgeting, purchasing and payroll. In addition, the Information Technology, Municipal Court and Water & Sewer Billing and Collections Divisions report to the Finance Department.

#### Key Budget Items for FY 2012 include:

- ◇ Safe Routes to School Plan for \$13,641
- ◇ Reinstates \$5,000 for professional development and training
- ◇ Budget reduction of \$325 taken

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	1,172,178	1,210,069	1,208,571	1,214,051
Materials & Supplies	14,575	11,560	11,534	12,774
Equipment Maintenance	4,557	8,640	7,782	16,231
Miscellaneous Services	57,647	88,098	89,969	69,875
Sundry Charges	354,433	399,680	380,581	403,800
Inventory	3,384			
<b>TOTAL</b>	<b>1,606,774</b>	<b>1,718,047</b>	<b>1,698,437</b>	<b>1,716,731</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Director of Finance	1	1	1	1
Assistant Finance Director	1	1	1	1
Purchasing Officer	1	1	1	1
Budget Officer	1	1	1	1
Budget Analyst	2	2	2	2
Grants Coordinator	1	1	1	1
Buyer I	1	1	1	1
Accounting Supervisor			1	1
Sr. Accountant	1	1		
Staff Accountant III	3	3	3	3
Accounts Payable Supervisor	1	1	1	1
Accounts Payable Clerk	2	1	1	1
Accounting Technician	1	1	1	1
Administrative Secretary	1	1	1	1
Part-Time Accounts Payable Clerk		1	1	1
<b>TOTAL</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>

\*Same as adopted budget, unless where noted.

## OTHER REQUIREMENTS - 1270

### OVERVIEW

Historically, this department has been used to account for General Fund-wide expenses including Property and Liability Insurance coverage, Workers' Compensation, and Unemployment Compensation. Property and Liability insurance coverage is now included in its own fund. An allocation is made to this fund quarterly through the transfer of funds. The employee workers compensation and unemployment insurance coverage are now allocated among the various departments' budgets.

Sundry charges include contingency funding, and Miscellaneous Services includes funding for capital lease payments, sales tax incentives, telephone charges, bank/credit card charges, and Keep Pearland Beautiful payments. Transfers account for operating transfer to other funds for reimbursement of services, as well as transfer to Capital Projects for pay-as-you-go CIP.

#### **Key Budget Items for FY 2012 include:**

- ◇ \$87,481 for civil service step increase effective on anniversary; salary savings of (\$230,000) for anticipated vacant positions
- ◇ Matching funds of \$8,027 for 21 police and 6 fire marshal vests
- ◇ Contingency account for possible fuel price increase - \$54,212
- ◇ Budget reduction of \$93,070 taken

### **EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	45,820	(16,475)		(142,519)
Materials & Supplies	5,669	6,337	5,450	6,200
Equipment Maintenance	74,904	79,207	92,455	144,512
Miscellaneous Services*	1,236,681	1,510,023	1,191,962	723,189
Sundry Charges	12,372	342,241	108,780	170,000
Transfers	727,012	851,467	845,906	1,058,162
Inventory		17,000		
<b>TOTAL</b>	<b>2,102,458</b>	<b>2,789,800</b>	<b>2,244,553</b>	<b>1,959,544</b>

\*Drop in Miscellaneous Services due to removal of funds for park-n-ride.

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Other Requirements				
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Same as adopted budget, unless where noted.

## LIBRARY - 1380

### OVERVIEW

Pearland Library, the busiest branch of the Brazoria County Library System, serves the educational, informational, and recreational needs of the Pearland community. Its mission is to provide resources for citizens of all ages, while trying to achieve the highest level of service, stressing convenience, speed of access, and quality of information.

Pearland Library offers a wide variety of materials and services in response to community needs, including an extensive collection of books, audiobooks, magazines, DVDs, and electronic databases for all ages. In 2011 the Brazoria County Library System added collections of eBooks and audiobooks for cell phones, tablet computers, iPods, and eBook readers. The Pearland Library offers a book club and a crochet club for adults, as well as computer classes. Free programs for children include preschool storytimes, toddler storytimes, a tween book club, craft events, and family movies. The 2011 summer reading club had more than 3,000 children participate. The Pearland Library exemplifies the Brazoria County Library System's slogan, "More than Books."

Library services are provided through a cooperative effort of the City of Pearland and the County of Brazoria. The City provides the building and takes responsibility for its maintenance and other operating expenses. Brazoria County supplies the majority of the materials and employs the Library staff. The 20,000 square-foot library building, housed in the Tom Reid Building at 3522 Liberty Drive, officially opened on March 6, 2000. Since that time, circulation and patron demand for services and materials have increased exponentially, along with the population of the City of Pearland. The Library currently houses more than 125,000 items and is at capacity. As part of the voter-approved bond referendum in 2007, the Library was approved for funding to expand the existing facility.

Brazoria County also operates a library substation at the City of Pearland's Westside Events Center. The substation opened in June 2010. It offers pick-up of library materials twenty hours per week and drop off anytime via the book drop. Programs for children are also offered.

**Key Budget Items for FY 2012 include:**

- ◇ Contractual funding for two staff at Westside library, per agreement with Brazoria County

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages**				
Materials & Supplies	2,928	90	120	757
Building Maintenance		1,975	435	
Miscellaneous Services	139,249	179,544	156,220	166,050
<b>TOTAL</b>	<b>142,177</b>	<b>181,609</b>	<b>156,775</b>	<b>166,807</b>

<b>STAFFING**</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Library				
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Same as adopted budget, unless where noted.

\*\*City pays all operating expenses. Salaries are funded by the County, excluding contractual funding for two staff at the Westside library.

## LIBRARY - 1380

### PERFORMANCE MEASURES

	<b>FY 2009<sup>1</sup> Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of cardholders/registration	32,284	36,414	40,100	43,400
Number of new cardholders	3,018	4,131	3,686	3,300
Number of volumes	116,433	122,753	128,639	130,000
Number of items checked out - circulation	272,335	496,684	504,323	505,000
Number of people using the internet (1/2 hr sessions)	31,131	60,438	47,022	42,000
Monthly average number of people using the internet (1/2 hr sessions)	4,447	5,037	3,919	3,500

<sup>1</sup>The Library was closed for 5 months in FY 2009 due to damages from Hurricane Ike, therefore data reported represents only 7 months of the 2009 fiscal year.

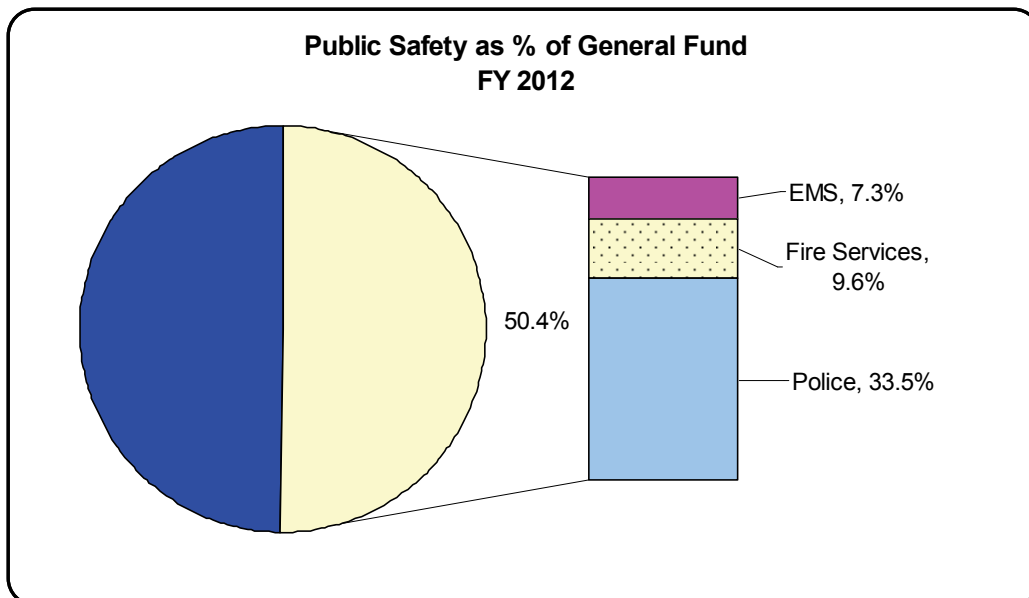


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**PUBLIC SAFETY  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES BY DEPT / DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police - Administration	1,046,523	1,108,723	1,191,511	1,178,627
Police - Patrol Operations	8,043,270	7,577,672	7,889,659	8,503,369
Police - Investigations	1,262,779	1,318,789	1,387,873	1,405,613
Police - Community Services	810,981	795,923	744,379	743,451
Police - Support Services	1,689,661	2,016,434	2,031,212	2,097,845
Police - Jail	848,635	881,080	955,163	896,439
Police - License & Weight	201,021	202,718	198,266	238,475
Police - School Resource Officer	987,755	1,088,155	1,006,114	990,507
Police - Traffic Enforcement/Motorcycles	598,499	720,414	611,217	673,893
Police - Special Investigations	600,071	613,498	528,188	428,259
Police - Training				86,245
<b>POLICE TOTAL</b>	<b>16,089,195</b>	<b>16,323,406</b>	<b>16,543,582</b>	<b>17,242,723</b>
Fire	3,249,012	3,651,466	3,761,218	4,270,890
Fire Marshal	529,644	587,300	570,672	607,485
Emergency Management	88,374	87,730	87,275	69,665
<b>FIRE TOTAL</b>	<b>3,867,030</b>	<b>4,326,496</b>	<b>4,419,165</b>	<b>4,948,040</b>
Emergency Medical Services	3,185,184	3,570,108	3,494,282	3,777,431
<b>EMS TOTAL</b>	<b>3,185,184</b>	<b>3,570,108</b>	<b>3,494,282</b>	<b>3,777,431</b>
<b>PUBLIC SAFETY TOTAL</b>	<b>23,141,409</b>	<b>24,220,010</b>	<b>24,457,029</b>	<b>25,968,194</b>



**PUBLIC SAFETY  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES BY CATEGORY</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	18,597,506	20,173,760	20,093,543	21,063,078
Materials & Supplies	535,392	759,865	730,040	681,324
Building Maintenance	13,040	11,300	10,086	10,370
Equipment Maintenance	857,075	1,044,910	1,208,867	1,231,571
Miscellaneous Services	1,252,678	1,421,407	1,453,571	1,464,336
Sundry Charges	22,551	42,486	41,161	46,965
Inventory	40,612		4,921	8,275
Capital Outlay	1,822,555	766,282	914,840	1,462,275
<b>PUBLIC SAFETY TOTAL</b>	<b>23,141,409</b>	<b>24,220,010</b>	<b>24,457,029</b>	<b>25,968,194</b>

<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police - Administration	5	5	5	5
Police - Patrol Operations	90	87	87	89
Police - Investigations	13	14	14	14
Police - Community Services	7	7	7	7
Police - Support Services	37	36	36	37
Police - Jail	12	12	12	13
Police - License & Weight	2	2	2	2
Police - School Resource Officer	12	11	11	11
Police - Traffic Enforcement/Motorcycles	6	7	7	7
Police - Special Investigations	6	4	4	4
Police - Training				
<b>POLICE TOTAL</b>	<b>190</b>	<b>185</b>	<b>185</b>	<b>189</b>

<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Fire Department	21	45	45	51
Fire Marshal	7	8	8	8
Emergency Management	0	0	0	0
<b>FIRE TOTAL</b>	<b>28</b>	<b>53</b>	<b>53</b>	<b>59</b>

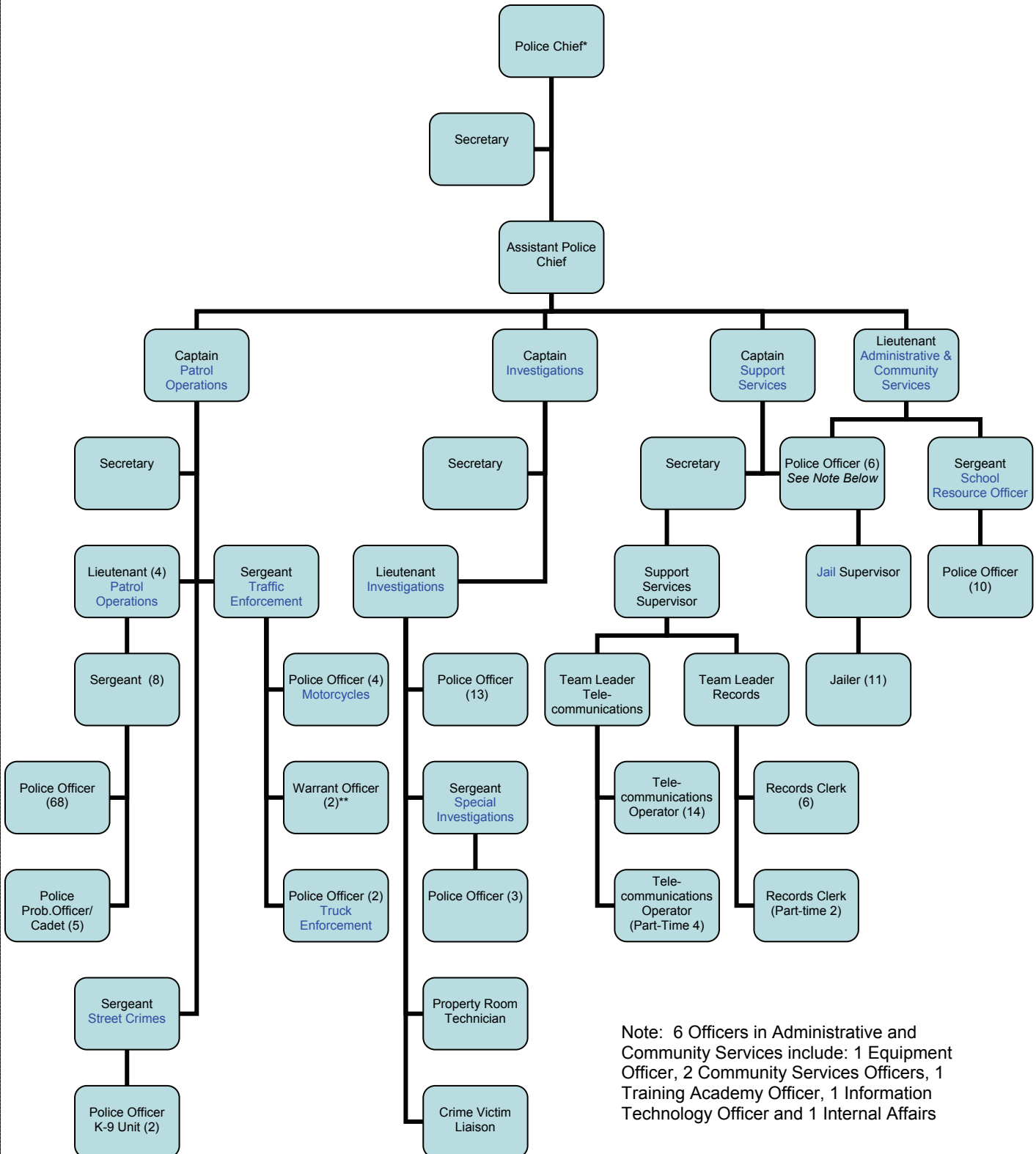
<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Emergency Medical Services	62	63	63	63
<b>EMS TOTAL</b>	<b>62</b>	<b>63</b>	<b>63</b>	<b>63</b>
<b>PUBLIC SAFETY TOTAL</b>	<b>280</b>	<b>301</b>	<b>301</b>	<b>311</b>

\*Same as adopted budget, unless where noted.

# POLICE DEPARTMENT

## MISSION STATEMENT

The mission of the Pearland Police Department is to provide professional service to the community and develop citizen partnerships to work together to enforce laws, reduce fear and positively impact the quality of life in Pearland.



Note: 6 Officers in Administrative and Community Services include: 1 Equipment Officer, 2 Community Services Officers, 1 Training Academy Officer, 1 Information Technology Officer and 1 Internal Affairs

\*Reports to the City Manager

\*\*Position budgeted in Municipal Court Department



# POLICE DEPARTMENT

## OVERVIEW

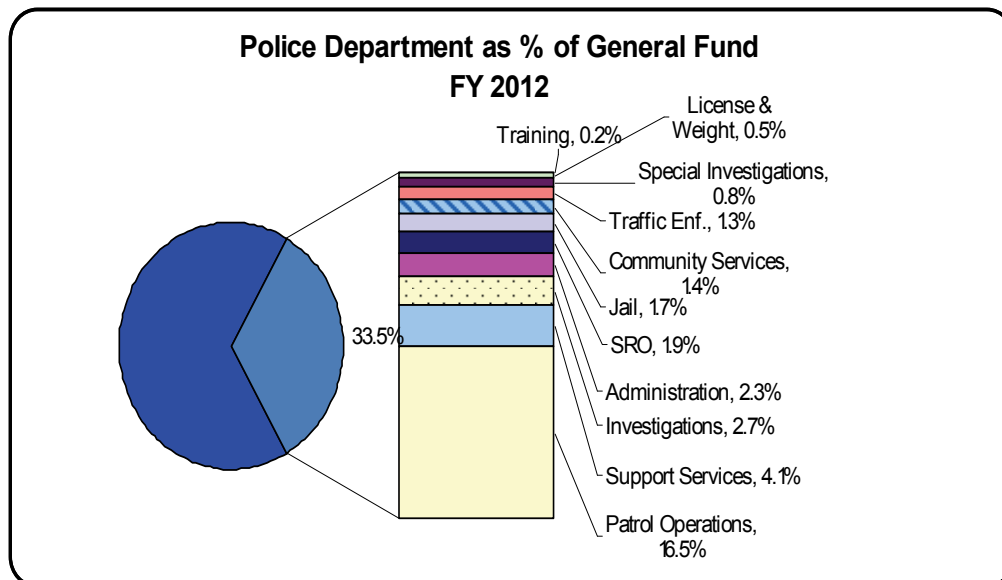
The Pearland Police Department is responsible for enforcement of all local, state and federal laws within its jurisdiction. The goal of the department is to prevent crime and disorder and maintain the quality of life by providing a safe and peaceful environment within the city of Pearland for all its residents. The department provides 24-hour protection to the citizens of Pearland and answers and responds to over 38,000 calls per year.

The Police Department is very active in the community and is involved in various community programs aimed at reducing crime. These programs include National Night Out, Gang Awareness Task Force, Citizen Police Academy, Homeowners Association meetings, Neighborhood Watch Programs, Security Surveys and Home Safety Inspections, Christmas time Toys for Tots, as well as other programs. The department operates out of the Public Safety Building on Cullen Blvd. For FY 2012, the Police Department consists of 182 full-time and 7 part-time employees.

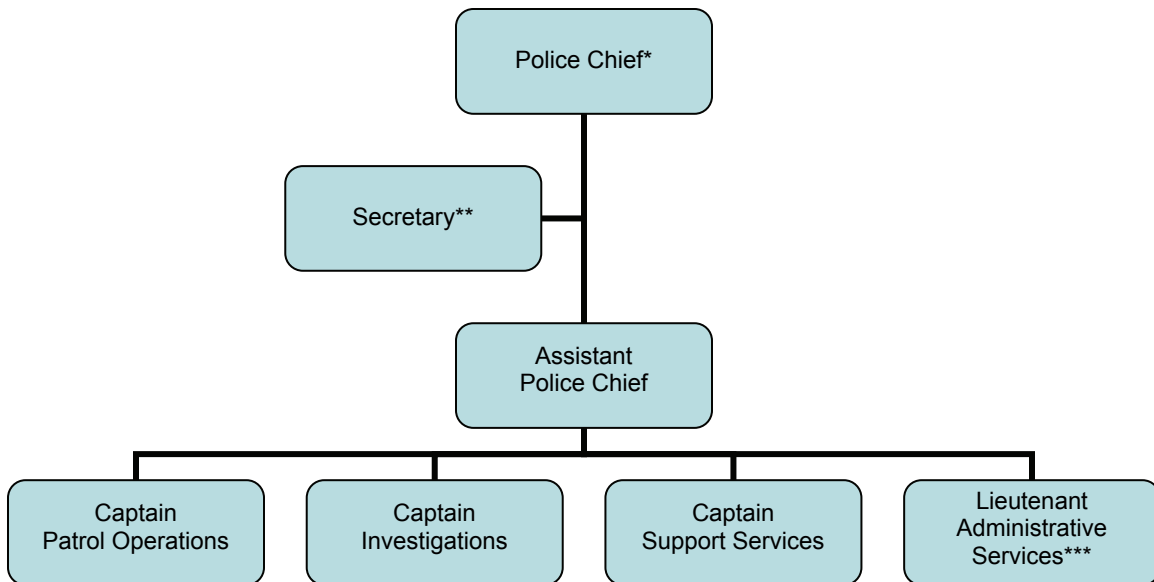
Number of civil service personnel	139* (2 K-9 Officers)
*an additional Warrant Officer is funded by Municipal Court Funds	
Number of police vehicles	120 (marked, incl. 7 motorcycles)
	35 (unmarked)
Number of 911 calls for service	33,685
Annualized Crime Rate	28.46 per 1,000 population
Average Response Time	4 minutes 58 seconds

### Key Budget Items for FY 2012 include:

- ◇ Formation of a new division for training Officers from other agencies as well as Pearland Officers, includes some revenue from training other agencies' personnel.
- ◇ Two (2) Police Officers to begin April 1, 2012
- ◇ Addition of a Crime Victim Specialist, funded via a grant.
- ◇ Addition of one (1) Jailer, with a reduction of \$53,000 in overtime to offset cost
- ◇ Eleven (11) replacement Patrol vehicles, one (1) replacement vehicle in License & Weight Division to be reimbursed by TxDOT over a four-year period, and one (1) new shared vehicle for new Officers
- ◇ Narcotics field test kits
- ◇ Bi-Directional Antenna for communications capability within the Public Safety Building
- ◇ Lower utility cost
- ◇ Reductions taken of \$83,000 in overtime, \$29,755 of which is transferred to Parks & Recreation for Police presence at Special Events; \$1,000 professional development; \$12,000 in Officer uniforms and \$2,000 in Jailer uniforms; \$2,000 in programs for handouts at community presentations; and \$18,200 in general operating expenditures and ammunition.



## POLICE ADMINISTRATION - 2211



\*Reports to the City Manager

\*\*Position funded in Support Services

\*\*\*Position funded in Community Services

## POLICE ADMINISTRATION - 2211

### GOALS

- ◇ Ensure proper staffing and selection of personnel.
- ◇ Fairly and uniformly enforce statutory law, policy and procedures of the City and the department.
- ◇ Build a stronger relationship with the community through department outreach programs.
- ◇ Ensure accessibility and openness of police programs and criminal activity through promotion on internet-based media.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Obtained certification as a Training Provider through the Texas Commission on Law Enforcement Officer Standards and Education.
- ◇ Expanded the use of social networking media to include dissemination of timely information related to active police scenes such as traffic accidents with lane closures and Fire/EMS scenes.
- ◇ Signed a Memorandum of Understanding with the Houston Police Department that allowed the setup of a remote access point at the Pearland Public Safety Building to enhance interagency cooperation by the sharing of HPD offense reports.
- ◇ Reassigned Command-level supervisors to cross-train them in different areas of responsibility and provide new perspectives for innovative improvements to existing programs.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Serve as a regional training center by seeking out and hosting an increased number of training courses for law enforcement officers.
- ◇ Expand in-house training programs to increase the proficiency and professionalism of officers.
- ◇ Utilize training fees collected from department-hosted training to offset the cost of training department employees.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Authorized number of Police Officer positions <sup>1</sup>	136	141	138 <sup>1</sup>	140 <sup>1</sup>
Authorized number of Officer positions per 1,000 population <sup>2</sup>	1.50	1.55	1.47	1.44
Actual number of Police Officers <sup>1</sup>	126	131	133 <sup>1</sup>	140 <sup>1</sup>
Actual number of Police Officers per 1,000 population	1.39	1.44	1.41	1.44
Expenditures per capita	\$175	\$176	\$176	\$178
Total crimes reported to FBI	3,248	2,549	2,621	2,676
Annualized DPS Index Crime Rate (Incident-based rate per 1,000 population) <sup>3</sup>	55.63	43.66	32.68	34.20
Annualized City Crime Rate based on current population <sup>3</sup>	35.80	37.71	27.87	28.46

<sup>1</sup>The number of police officer positions includes Chief, Asst. Chief, Captain, Lieutenant and Sergeant as well as Officer and Probationary Officer and/or Cadet positions **budgeted**. Number of police officers represents the maximum **actual** number of officers in any given month during the period reported. The number of authorized Officer positions in FY 2011 and 2012 includes 1 Warrant Officer budgeted in Municipal Court.

<sup>2</sup>Officer per 1,000-citizen ratio is a standard developed by the FBI for reporting police staffing levels. The FBI makes no recommendation for staffing levels and only uses the information for statistical analysis.

<sup>3</sup> The Annualized City Crime Rate is based on the population estimates for FY10 of 92,600 through January 2010 and 91,252 February through September 2010; for FY 11 on estimates of 96,097 October 2010 through January 2011, 92,847 January through June 2011, and 94,100 July 2011 through September; and 97,100 for FY 2012. The DPS Index Crime Rate is used nationwide and is calculated by the FBI using the U.S. Census 2000 population of 58,399 through FY 2010 and the U.S. Census 2010 population of 91,679 beginning January 2011. In addition, the number of crimes reported to the FBI differs from that reported by the Police Investigations Department for this report in that **the FBI does not collect all crime data that the City collects**.

**POLICE ADMINISTRATION - 2211**

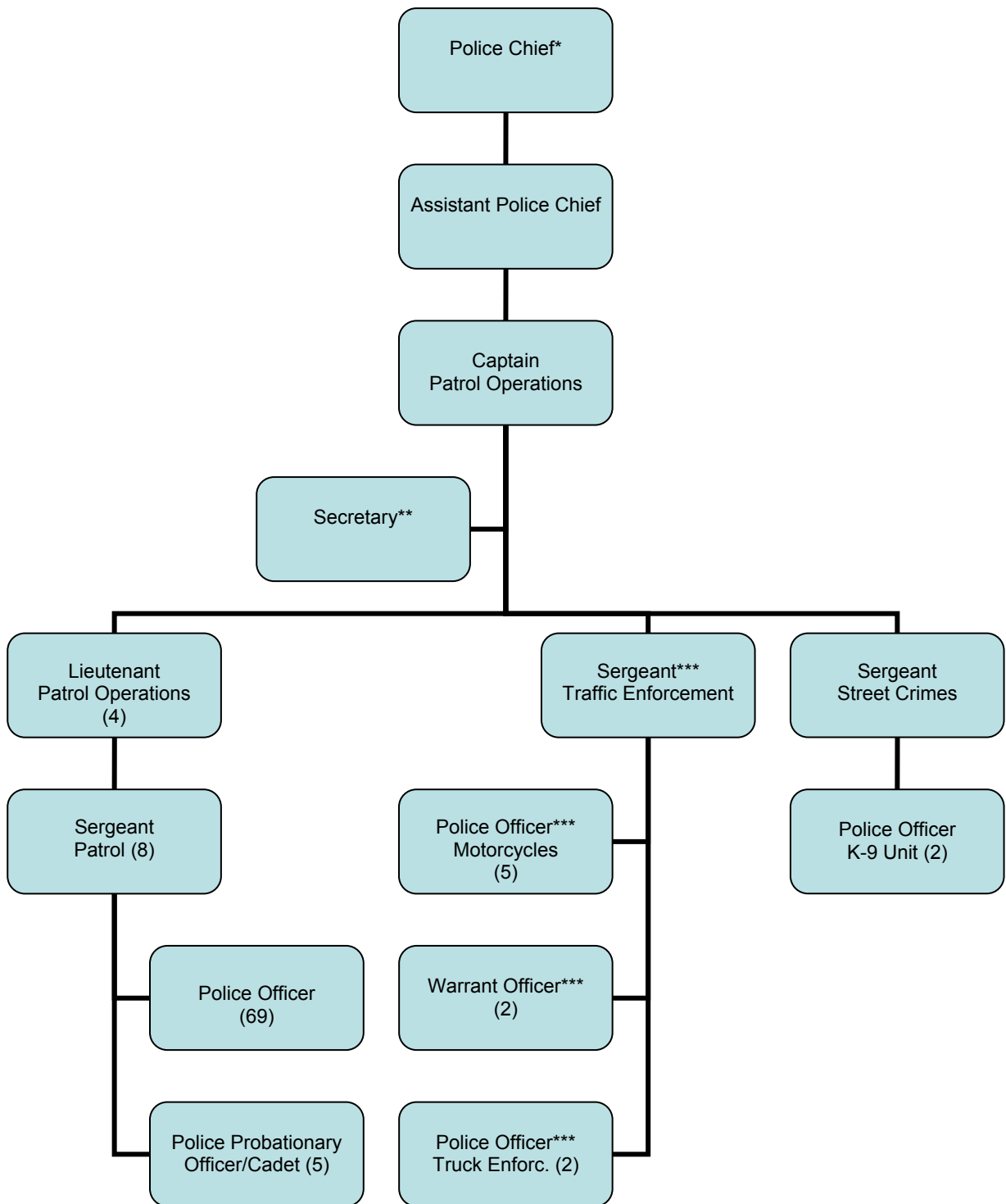
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	672,779	678,655	676,503	679,850
Materials & Supplies	8,551	9,531	9,876	9,577
Equipment Maintenance	15,230	21,979	22,680	21,796
Miscellaneous Services	349,963	398,558	482,452	467,404
<b>TOTAL</b>	<b>1,046,523</b>	<b>1,108,723</b>	<b>1,191,511</b>	<b>1,178,627</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police Chief	1	1	1	1
Assistant Police Chief	1	1	1	1
Police Captain	3	3	3	3
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\*Same as adopted budget, unless where noted.

## POLICE PATROL OPERATIONS – 2212



\*Reports to the City Manager

\*\*Position funded in Support Services

\*\*\*Positions funded in other divisions, one Warrant Officer position funded in Municipal Court

## POLICE PATROL OPERATIONS - 2212

### GOALS

- ◇ Preserve civil order.
- ◇ Investigate crime and apprehend violators of the law.
- ◇ Enforce statutory law.
- ◇ Build a strong working relationship with the community.
- ◇ Prevent crime through a visible presence in neighborhoods and business areas.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Assigned a supervisor to the Traffic Division whose duties include supervision of Commercial Motor Vehicle Enforcement, the Motorcycle Unit and the Warrant Officer.
- ◇ Increased staffing through employment of additional police Officers.
- ◇ Continued the 12-hour squad assignments, increasing 24-hour staffing of the department and reduced overtime from the previous fiscal year.
- ◇ Increased the number of available Patrol Officers, improving overall department productivity in the form of proactive investigations and self-initiated Officer activity.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Provide additional staffing for the Street Crimes Unit, enabling the unit to become more responsive to major crime trends occurring in the City.
- ◇ Reassign an Officer from the Patrol Division to Warrants to increase the proactive apprehension of violators and the collection of associated fees.
- ◇ Provide select squad Officers with training specific to Community Oriented Policing to provide citizens with innovative solutions to quality of life problems and provide City of Pearland Officers with the resources necessary to achieve this goal.
- ◇ Purchase narcotics field test kits to assist Officers in the field to immediately identify and arrest drug offenders.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of police calls resulting in a police unit being dispatched <sup>1</sup>	37,440	35,676	38,577	40,506
Number of police actions initiated by Officers in the field <sup>2</sup>	3,019	7,634	11,210	11,771
Percent of calls initiated by Officers in the field	8%	21%	29%	29%
Dispatched calls per Patrol Officer <sup>3</sup>	576	513	593	587
Average response time per car	4min34sec	5min14sec	4min44sec	4min58sec
Average time spent per call	N/A	21min48sec	19min50sec	20min0sec
Total number of high priority calls	506	N/A	N/A	N/A
Number of high priority police calls per 1,000 population	5.58	N/A	N/A	N/A
Total police arrests made	5,188	5,986	6,218	6,415
Total arrests per 1,000 population	57	66	65	66
Total accidents with injuries	476	436	476	500
Number of warrants served <sup>4</sup>	N/A	2,811	2,804	2,920
Number of hits on ALPR <sup>5</sup>	N/A	N/A	212	223

<sup>1</sup>Dispatched calls include 911 calls as well as calls from the Chief and other Officers needing a unit dispatched. Also includes traffic stops.

<sup>3</sup>Figures are calculated on the 5th day of each month. Number of officers can change based on assignment or vacancies.

<sup>4</sup>ALPR - Automatic License Plate Recognition System.

<sup>2</sup>The number of police actions initiated by Officers in the field significantly increased due to software implementation resulting in a change in the data reported.

<sup>5</sup>Warrants served on persons during traffic stops and other contacts.

## POLICE PATROL OPERATIONS - 2212

### EXPENDITURE AND STAFFING SUMMARY

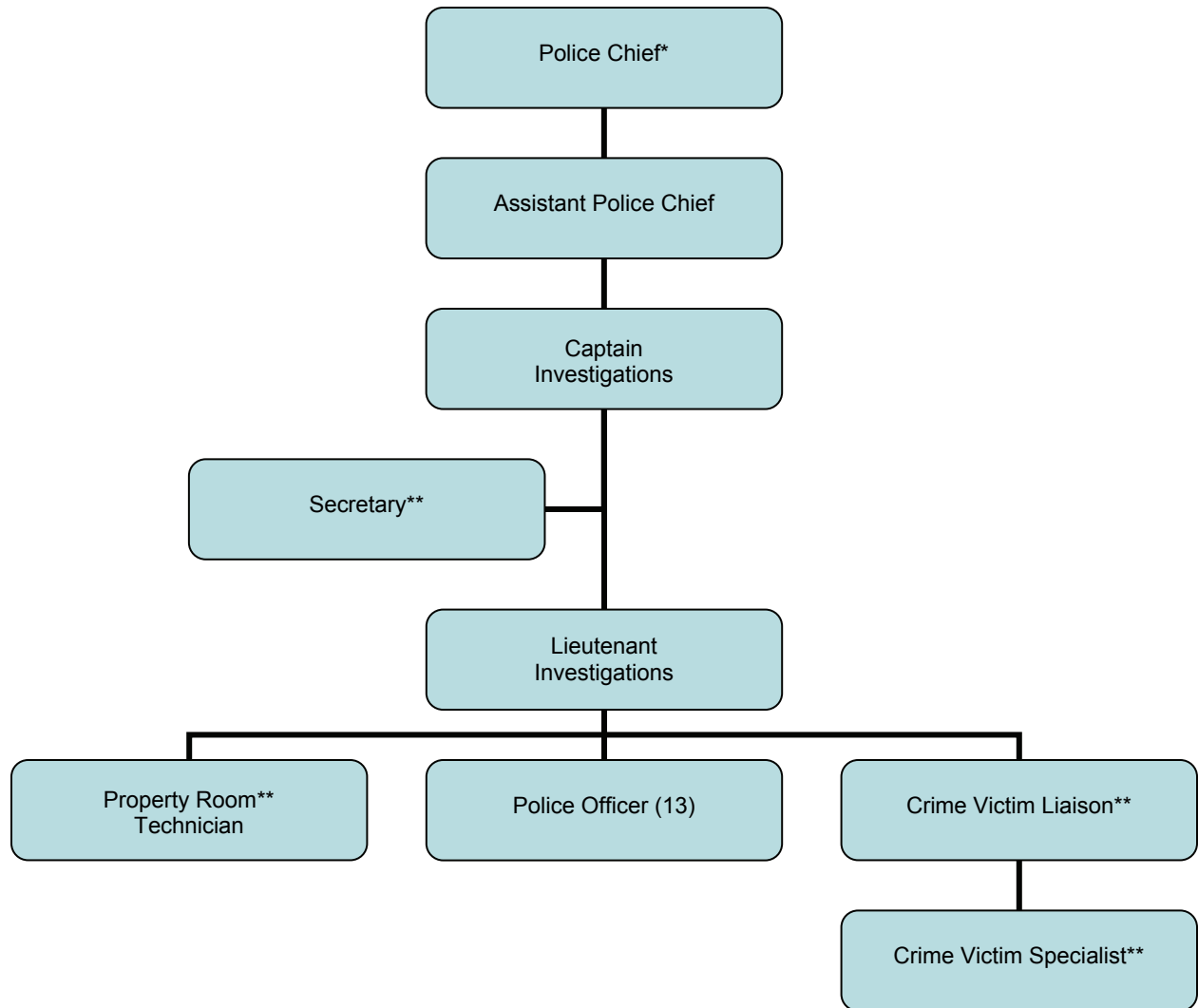
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	6,828,078	6,834,241	7,044,151	7,364,913
Materials & Supplies	117,805	90,411	94,545	80,689
Equipment Maintenance	377,478	412,137	514,931	523,125
Miscellaneous Services	65,278	83,378	82,442	90,830
Inventory	3,596			
Capital Outlay*	651,035	157,505	153,590	443,812
<b>TOTAL</b>	<b>8,043,270</b>	<b>7,577,672</b>	<b>7,889,659</b>	<b>8,503,369</b>

\*Increase from 2011, purchase of vehicles.

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police Lieutenant	4	4	4	4
Police Sergeant	8	9	9	9
Police Officer	73	69	69	71
Cadet	5	5	5	5
<b>TOTAL</b>	<b>90</b>	<b>87</b>	<b>87</b>	<b>89</b>

\*Same as adopted budget, unless where noted.

## POLICE INVESTIGATIONS - 2213



\*Reports to the City Manager

\*\*Positions funded in Support Services



## POLICE INVESTIGATIONS - 2213

### GOALS

- ◇ Thoroughly investigate crimes and apprehend violators of the law.
- ◇ Gather, analyze and disseminate information on criminal activity and the persons responsible for criminal activity.
- ◇ Assist and support all Officers of the department with their criminal investigations.
- ◇ Build strong cases for prosecution.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Assigned a detective to the Federal Multi-jurisdictional Internet Crimes Against Children Task Force and assumed responsibility for the investigation and prosecution of child predators in Brazoria County.
- ◇ Assigned an additional Officer to the Crime Scene Investigation Unit to increase the availability of specialized personnel to process crime scenes.
- ◇ Improved property room security and property handling procedures, maximizing the design improvements made at the new Public Safety Building.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Assign an additional detective to the division to work in Financial/Paper Crimes to address the increasing number of forgery and fraud cases.
- ◇ Implement a web-based reporting system to facilitate the reporting of crime, and create a system for the timely investigation of reported offenses.
- ◇ Secure grants to continue to fund the Crime Victim Liaison and Crime Victim Specialist positions in CID.
- ◇ Create a Crime Analysis Unit to provide real-time crime tracking information to the Patrol Division and Street Crimes that can in turn be used to develop strategies to more effectively combat incidents of crime.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Violent and non-violent person crimes reported*	680	726	707	740
Property and society crimes reported*	2,130	4,380	3,980	4,200
Total crimes reported*	2,810	5,106	4,687	4,940
Violent and non-violent person crimes assigned to investigators*	112	945	916	962
Property and society crimes assigned to investigators*	517	1,058	2,256	2,371
Total cases assigned to investigators*	629	2,003	3,172	3,333
Number of violent and non-violent person crimes cleared*	469	622	447	469
Number of property and society crimes cleared*	359	721	1,126	1,181
Number of crimes cleared*	828	1,343	1,573	1,650
Percent of crimes cleared*	N/A	67%	50%	50%
Number of items of evidence on hold	3,859	4,672	4,483	4,707
Number of pieces of evidence returned to owner	354	158	214	224
Number of thefts & burglary-motor-vehicles reported citywide	1,879	1,488	1,335	1,401
Number of burglaries reported citywide	459	299	337	354
Total property theft and burglaries citywide	2,338	1,787	1,672	1,755
Fingerprint lifts entered into AFIS	64	41	61	64
DNA items	180	156	95	99

## POLICE INVESTIGATIONS - 2213

### PERFORMANCE MEASURES (continued)

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Internal and citizen complaints against sworn personnel	44	60	53	56
Percent of complaints closed as sustained	11%	24%	24%	21%

Figures are calculated on the 5th day of each month; computer updates can vary the percent as supplements are added.

\*Prior to FY 2010, the number of crimes reported was based on Uniform Crime Reporting (UCR), as reported to the FBI. The FBI uses UCR to determine the Crime Rate reported by Police Departments nationwide, and these do not include all crimes reported above. Beginning in FY 2010, Incident-Based Reporting (IBR) is used to provide data. IBR crimes include property and society crimes which include, but are not limited to, frauds, thefts, burglaries, drugs and sex offenses, and violent crimes, which include certain non-violent person crimes, such as missing persons and CPS cases. Many of the IBR crimes are not reported to the FBI.

**POLICE INVESTIGATIONS - 2213**

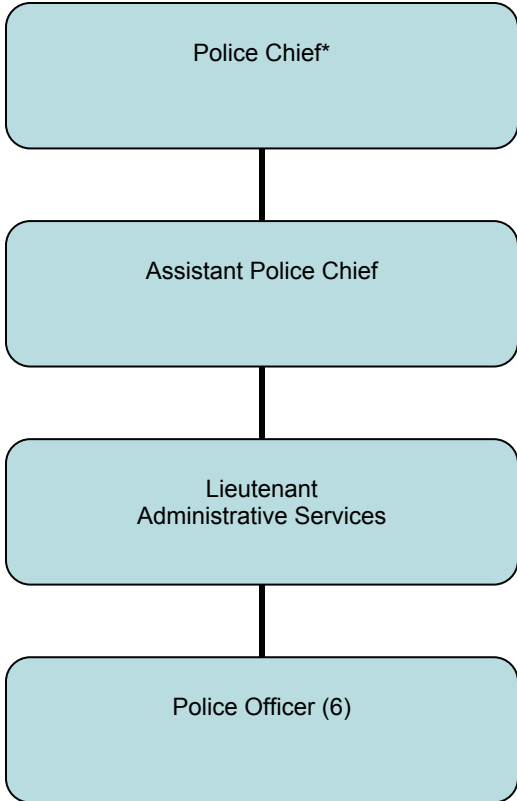
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	1,166,957	1,205,091	1,282,550	1,288,514
Materials & Supplies	14,239	12,920	14,495	15,730
Equipment Maintenance	64,079	74,607	69,246	75,148
Miscellaneous Services	2,070	12,671	9,041	12,721
Sundry Charges	14,343	13,500	12,541	13,500
Inventory	1,091			
<b>TOTAL</b>	<b>1,262,779</b>	<b>1,318,789</b>	<b>1,387,873</b>	<b>1,405,613</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police Lieutenant	1	1	1	1
Police Officer	12	13	13	13
<b>TOTAL</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>14</b>

\*Same as adopted budget, unless where noted.

**POLICE COMMUNITY SERVICES - 2214**



\*Reports to the City Manager

## POLICE COMMUNITY SERVICES - 2214

### GOALS

- ◇ Provide citizens and the business community with crime prevention information and techniques.
- ◇ Build a strong working relationship with the community by serving as mentors and liaisons between the community and police.
- ◇ Provide a source of public information for both the citizens of Pearland and the news media.
- ◇ Provide a central location for the maintenance of police department equipment and the proper distribution of the same.
- ◇ Provide an ever-improving website for the Pearland Police Department.
- ◇ Provide services and support to the Pearland Citizens Police Academy Alumni Association.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Created and implemented a mobile Child ID process that takes a photo of a child on-site at community events and prints out a data collection card.
- ◇ For the first time in program history, crossed the 200 mark for membership in the Citizens Police Academy Alumni Association.
- ◇ Created a presentation specific to Bullying and Parent-School intervention techniques, and conducted classes at multiple area schools.
- ◇ Partnered with local insurance agents to help Pearland residents receive up to a 20% discount on Homeowner's Insurance through the Home Inspection Program.
- ◇ Collected and distributed over \$24,000 in toys for the annual Christmastime Toys for Tots drive.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Expand recruiting efforts to increase citizen enrollment in the Citizens Police Academy and Advanced Citizens Police Academy classes.
- ◇ Expand membership in the department-sponsored police Explorer Post and provide additional support in the form of uniforms and equipment. This objective supports the Council Goal to focus on proactive public communication.
- ◇ Increase the number of Crime Watch programs in neighborhoods by 10%. This objective supports the Council Goal to focus on crime prevention initiatives.
- ◇ Partner with Driver Education schools to train teen drivers on the Rules of the Road to increase safety and reduce accidents.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Security surveys/home safety inspections	59	173	123	123
Number of Citizen Police Academy graduates	47	57	56	58
Citizen Police Academy classes/meetings	177	209	206	214
National Night Out Block Parties <sup>1</sup>	62	54	55	57
Homeowners Association meetings	45	42	32	36
School-Civic meetings	79	61	83	85
Administrative assignments	2,621	2,239	2,301	2,250
Press releases	24	21	11	16
Neighborhood Crime Watch Programs	N/A	N/A	N/A	12
Memberships in Explorer Post <sup>2</sup>	27	14	14	15

<sup>1</sup>National Night Out occurs once a year, the first Tuesday in October.

<sup>2</sup>Memberships in Explorer Post reflect the latest month during the period reported.

**POLICE COMMUNITY SERVICES - 2214**

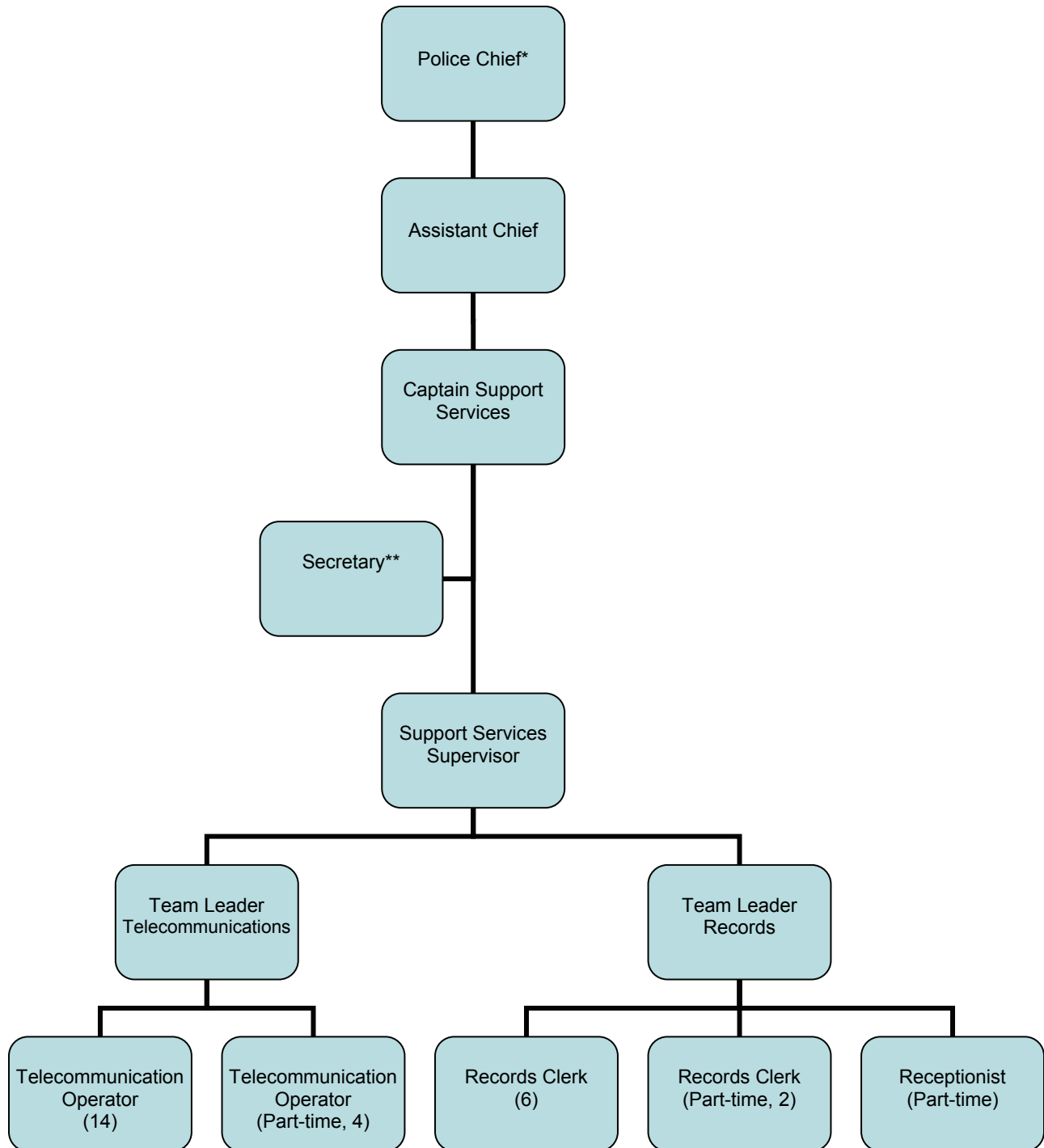
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	758,966	756,162	703,065	702,961
Materials & Supplies	27,209	18,234	17,778	16,234
Equipment Maintenance	15,823	13,580	15,968	16,309
Miscellaneous Services	8,983	7,947	7,568	7,947
<b>TOTAL</b>	<b>810,981</b>	<b>795,923</b>	<b>744,379</b>	<b>743,451</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police Lieutenant	1	1	1	1
Police Officer	6	6	6	6
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

\*Same as adopted budget, unless where noted.

## POLICE SUPPORT SERVICES - 2215



\*Reports to the City Manager

\*\*The Property Room Technician, Crime Victim Liaison, Crime Victim Specialist, and three of the four Secretary positions that are budgeted in Support Services report to other divisions.

## POLICE SUPPORT SERVICES - 2215

### GOALS

- ◇ Provide a centralized answering system for police and other emergency services.
- ◇ Maintain an accurate and complete recordkeeping system.
- ◇ Provide advocacy and other services for victims of violent crime.
- ◇ Build a strong working relationship with the community.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Records Clerks received cross-training in all the duties of their division to ensure that staff on duty are able to perform required tasks.
- ◇ Implemented the Cry Wolf Alarm Billing System to track residential and business alarm permits as well as incidents of false alarms.
- ◇ The Records Division assumed responsibility for tracking and billing excessive false alarms as tracked by the Cry Wolf System.
- ◇ Telecommunications Operators were certified in Emergency Medical Dispatch and Emergency Fire Dispatch. In addition, Emergency Police Dispatch personnel were re-certified by the National Academy of Emergency Dispatch.
- ◇ Full-time Telecommunications Operators received training toward Intermediate and Advanced Telecommunications Operator Certifications through the Texas Commission on Law Enforcement Officer Standards and Education.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Create a dynamic team through interweaving of duties and assignments in the Records Division.
- ◇ Ensure the accurate reporting of statistical data by providing for additional training of the Records Clerks in the National Incident Based Reporting System.
- ◇ All full- and part-time Telecommunications Operators complete training for Intermediate and Advanced Telecommunications Operators Certification.
- ◇ Revamp the in-house Telecommunications Officer Training Program to ensure newly hired Telecommunications Officers receive complete training in critical job functions.

### PERFORMANCE MEASURES

	<u>FY 2009</u> <u>Actual</u>	<u>FY 2010</u> <u>Actual</u>	<u>FY 2011</u> <u>Projection</u>	<u>FY 2012</u> <u>Target</u>
Total number of calls received by dispatch*	195,208	173,141	121,237	129,278
Number of 911 calls received by dispatch*	27,151	35,270	33,097	33,685
Number of non-911 calls received by dispatch*	168,057	137,871	88,140	95,593
Average time from receipt of citizen call to unit dispatched (in seconds)	87	140	79	86
Number of 911 calls per 1,000 population	299	387	352	347
Average number of 911 calls per Telecommunication Operator (Actual FTE)	2,459	2,613	2,351	2,105
Average number of all calls per Telecommunication Operator (Actual FTE)	16,007	12,255	8,611	8,080
Number of offense reports	11,804	10,647	12,276	10,722
Number of accident reports	1,642	1,467	1,708	1,481
Number of cases handled per Records Clerk	N/A	1,533	2,735	1,113
Number of crime victim interventions	1,539	1,293	1,601	1,737

\*911 calls include Police, Fire and EMS calls. Year-to-year comparison is not applicable for these three measures. Incomplete data was collected for April and October 2010 due to software temporarily unavailable.



## POLICE SUPPORT SERVICES - 2215

### EXPENDITURE AND STAFFING SUMMARY

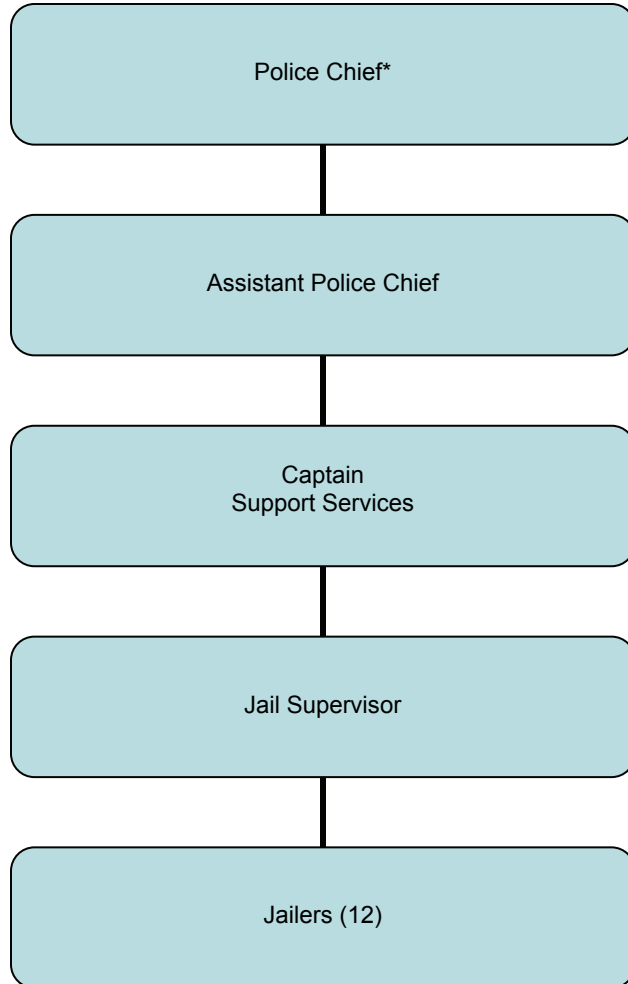
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	1,513,139	1,708,618	1,724,442	1,769,888
Materials & Supplies	104,028	107,564	118,009	52,513
Equipment Maintenance	9,531	127,820	126,399	138,176
Miscellaneous Services	31,606	61,972	51,902	54,489
Inventory	6,817			
Capital Outlay	24,540	10,460	10,460	82,779
<b>TOTAL</b>	<b>1,689,661</b>	<b>2,016,434</b>	<b>2,031,212</b>	<b>2,097,845</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Support Services Supervisor	1	1	1	1
Crime Victim Liaison	1	1	1	1
Crime Victim Specialist				1
Support Services Coordinator**	1	1		
Support Services Team Leader**			2	2
Telecommunications Operator	15	14	14	14
Records Clerk**	7	7	6	6
Secretary	4	4	4	4
Part-Time Receptionist	1	1	1	1
Part-Time Records Clerk	2	2	2	2
Part-Time Telecommunications Operator	4	4	4	4
Property Room Technician	1	1	1	1
<b>TOTAL</b>	<b>37</b>	<b>36</b>	<b>36</b>	<b>37</b>

\*Same as adopted budget, unless where noted.

\*\*Two positions, Support Services Coordinator and Records Clerk, were eliminated to create two Support Services Team Leader positions mid-year FY 2011.

# POLICE JAIL - 2216



\*Reports to the City Manager

## POLICE JAIL - 2216

### GOALS

- ◇ Provide and maintain care and custody of prisoners.
- ◇ Operate the jail in accordance with Texas State Law and other applicable standards related to jail operations.
- ◇ Effectively interact and communicate with Municipal Court and magistrates.
- ◇ Maintain a safe working environment.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Hired and trained additional jailers to meet minimum jail staffing requirements.
- ◇ All jailers completed Basic Detention Officer Training hosted by the Municipal Jail Associate of Texas.
- ◇ Developed forms and documentation for Municipal Court to log and track jail trustee work and credits earned toward paying off fines.
- ◇ Jailers received Texas Law Enforcement Telecommunications System (TLETS) training for increased job knowledge and familiarity with Telecommunications Operator duties.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Hire additional jail staff to increase staffing level and address need, as well as to reduce overtime expenditures.
- ◇ Purchase prisoner and staff safety equipment to reduce injuries and prevent lost time.
- ◇ Develop a Jail Supply Request form to be utilized by jailers to track supply inventories and streamline the supply reordering process.

### PERFORMANCE MEASURES

	<u>FY 2009</u> <u>Actual</u>	<u>FY 2010</u> <u>Actual</u>	<u>FY 2011</u> <u>Projection</u>	<u>FY 2012</u> <u>Target</u>
Total number of inmates held	5,348	5,125	5,397	5,557
Inmates magistrated	3,716	5,260	5,822	6,461
Cell checks	19,392	22,712	17,716	18,610
Average number of bookings per day	14	15	15	16
Average length of stay in calendar days	1.3	1.0	1.0	1.0
Number of inmates injured while held	2	0	2	0
Number of EMS calls to jail	149	165	214	224
Cost per inmate	\$116.61	\$165.59	\$180.46	\$161.32

## POLICE JAIL - 2216

### EXPENDITURE AND STAFFING SUMMARY

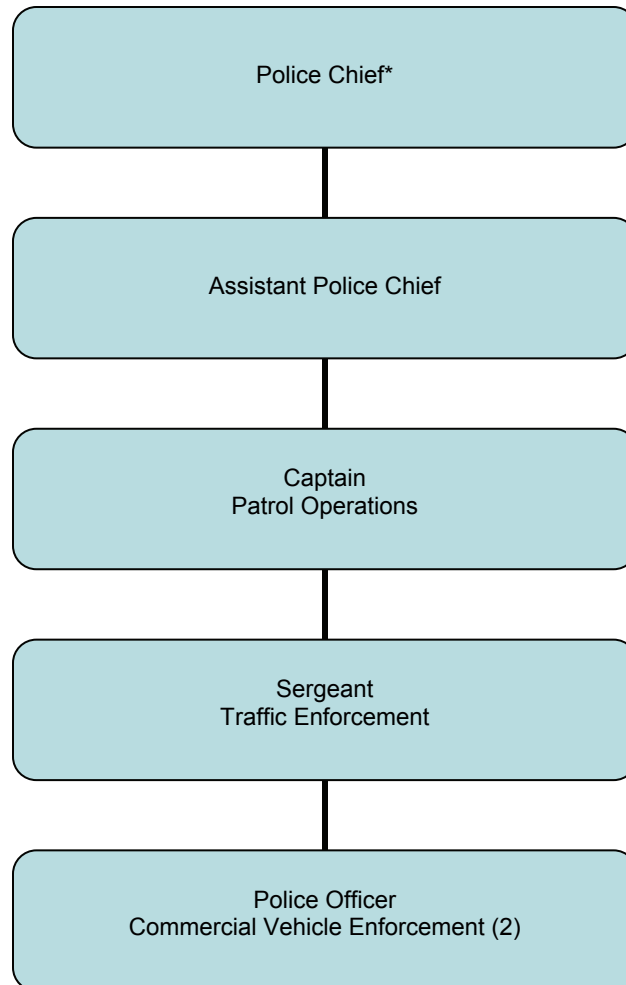
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages*	800,247	818,575	899,929	842,202
Materials & Supplies	15,894	27,680	19,453	23,828
Building Maintenance	3,275	4,000	3,070	3,070
Equipment Maintenance	4,595	4,911	5,670	5,275
Miscellaneous Services	21,331	22,428	23,421	18,444
Sundry Charges	1,743	3,486	3,620	3,620
Inventory	1,550			
<b>TOTAL</b>	<b>848,635</b>	<b>881,080</b>	<b>955,163</b>	<b>896,439</b>

\*Expenditures increased in FY 2011 due to a retirement payout of accrued vacation and sick leave and overtime costs for replacements while personnel on leave.

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Jail Supervisor	1	1	1	1
Jailer	11	11	11	12
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>13</b>

\*Same as adopted budget, unless where noted.

## POLICE LICENCE & WEIGHT - 2217



\*Reports to the City Manager

## POLICE LICENCE & WEIGHT - 2217

### GOALS

- ◇ Provide a safe traffic environment.
- ◇ Provide enforcement of commercial vehicle traffic laws for a safer community.
- ◇ Contribute to the reduction in the number of commercial motor vehicle accidents.
- ◇ Ensure that trucks operating in the City conform to safety regulations.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Commercial Vehicle (CVE) Officers responsible for wrecker oversight were instrumental in re-writing City of Pearland Wrecker Rules to increase accountability.
- ◇ CVE Officers completed 20% more commercial motor vehicle inspections in FY2011 than in FY2010.
- ◇ CVE Officers conducted quarterly training for Patrol and other Officers on wrecker laws and local regulations.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Increase the number of random and periodic wrecker inspections to ensure compliance with local rules and State Law.
- ◇ Conduct a study to determine the tasks and/or deficiencies contributing to Officer-involved fleet accidents, and tailor a training course for Police Officers that addresses these deficiencies.
- ◇ Offer free, non-enforcement, inspections to all businesses that operate commercial vehicles in the City to encourage voluntary compliance with applicable regulations.

### PERFORMANCE MEASURES

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
CMV equipment violations	711	672	852	750
Overweight violations	56	76	91	85
Total equipment & overweight violations	767	748	943	835
Citations for other violations	309	375	204	211
Total all citations	1,076	1,123	1,147	1,046
Trucks found in compliance	112	165	207	165
Number of inspections	957	1,053	1,265	1,175
Trucks taken out of service	213	242	244	224
Percent of inspections resulting in violations	88%	93%	85%	89%
Cost per inspection	\$197.22	\$190.90	\$169.89	\$202.96

**POLICE LICENCE & WEIGHT - 2217**

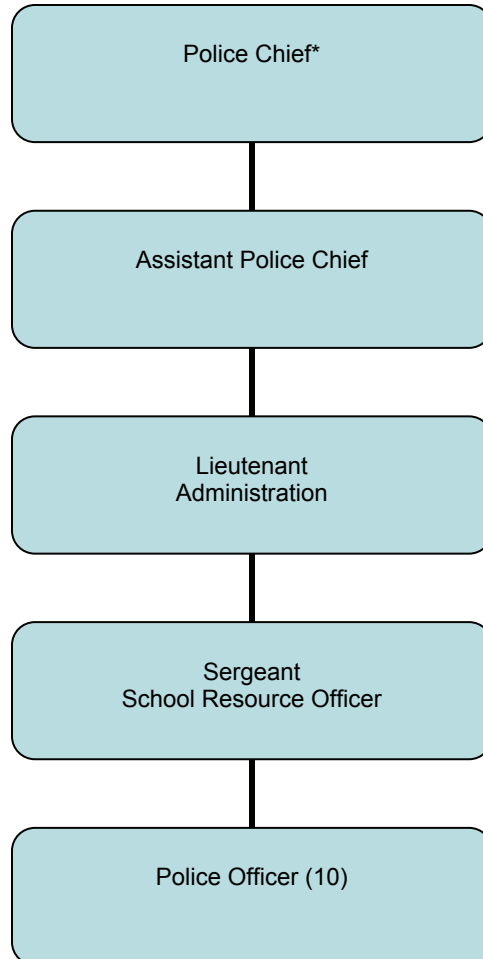
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	183,586	184,992	178,485	179,873
Materials & Supplies	4,930	4,270	4,072	4,510
Equipment Maintenance	12,393	11,641	13,620	13,620
Miscellaneous Services	112	1,815	2,089	2,315
Capital Outlay				38,157
<b>TOTAL</b>	<b>201,021</b>	<b>202,718</b>	<b>198,266</b>	<b>238,475</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police Officer	2	2	2	2
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

\*Same as adopted budget, unless where noted.

## POLICE SCHOOL RESOURCE OFFICER (SRO) - 2218



\*Reports to the City Manager



## POLICE SCHOOL RESOURCE OFFICER (SRO) - 2218

### GOALS

- ◇ Promote positive relationships between the school community and police.
- ◇ Serve as a resource for police and school officials on matters relating to the law/legal process and procedures relating to juveniles.
- ◇ Serve as an on-site resource for police related matters occurring on school campuses.
- ◇ Work as mentors to provide a safer learning environment in our schools.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Implemented online scheduling to improve supervisor productivity by decreasing time spent tracking payroll and managing leave.
- ◇ Implemented a comprehensive online spreadsheet to track officer productivity and cumulative statistics on a real-time basis. This had the added benefit of decreasing paperwork and time lost reporting statistics at the police station.
- ◇ The Juvenile Officer was provided an assigned laptop to enable remote access to department programs to increase the amount of time in the field.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Improve and standardize school 'Lock Down' and 'Shelter in Place' procedures across the district.
- ◇ Develop a program to train school district teachers and administrators to detect school intruders.
- ◇ Improve the proficiency and job knowledge of School Resource Officers through Advanced School-Based Law Enforcement training.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of offense reports	411	387	373	393
Number of juveniles detained	100	37	35	32
Number of schools with assigned officers	7	7	7	7
Number of citations issued on school property	285	231	257	257
Number of directives signed and served	90	96	165	186
Number of juveniles transported	96	104	104	113
Number of adults transported	21	9	26	28
Juvenile directives obtained for other divisions	42	23	13	15
Juvenile directives served for other divisions	44	33	16	15
Number of juveniles transported for processing for other divisions	51	34	21	15
Cost per school served	\$138,008	\$141,108	\$143,731	\$141,501

**POLICE SCHOOL RESOURCE OFFICER (SRO) - 2218**

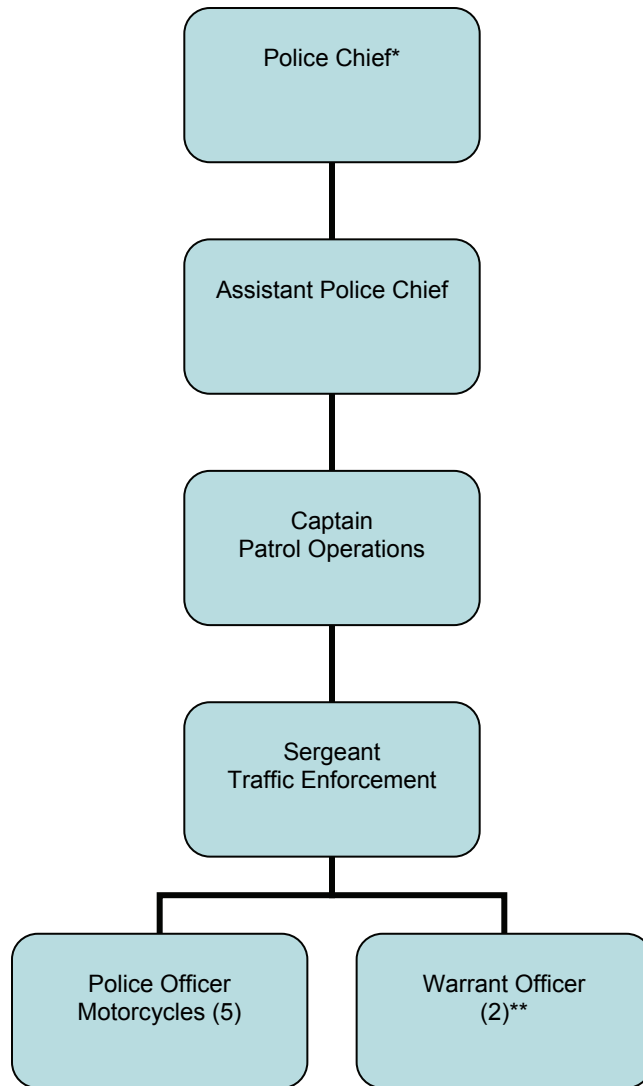
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	960,811	1,047,801	967,196	951,660
Materials & Supplies	151	3,514	2,872	2,314
Equipment Maintenance	22,212	24,968	24,804	24,804
Miscellaneous Services	4,581	11,872	11,242	11,729
<b>TOTAL</b>	<b>987,755</b>	<b>1,088,155</b>	<b>1,006,114</b>	<b>990,507</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police Sergeant	1	1	1	1
Police Officer	11	10	10	10
<b>TOTAL</b>	<b>12</b>	<b>11</b>	<b>11</b>	<b>11</b>

\*Same as adopted budget, unless where noted.

**POLICE TRAFFIC ENFORCEMENT - 2219  
(MOTORCYCLES)**



\*Reports to the City Manager

\*\*One Warrant Officer position funded out of Municipal Court, but reports to this division.

**POLICE TRAFFIC ENFORCEMENT - 2219  
(MOTORCYCLES)**

**GOALS**

- ◇ Provide a safe traffic environment.
- ◇ Provide enforcement of traffic laws for a safer community.
- ◇ Reduce the number of motor vehicle and pedestrian accidents.
- ◇ Reduce the number of outstanding warrants.
- ◇ Provide targeted enforcement in neighborhoods to reduce traffic violations and improve safety for residents.

**FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Increased efficiency in response to neighborhood traffic complaints by partnering with City of Pearland Traffic Management to perform studies that correctly identify problems and draft solutions.
- ◇ Assumed responsibility for traffic crash investigations from Patrol, and increased the number of traffic citations issued over the previous year.
- ◇ Assumed responsibility for the timely completion and reporting of racial profiling statistics to ensure data is kept up to date and is accurate.
- ◇ Assumed responsibility for department fleet accident investigations and created a process to ensure timely and accurate investigations.

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Increase the number of municipal warrants cleared by the Warrant Officer.
- ◇ Add second Warrant Officer and stagger assignments to increase availability.
- ◇ Perform a feasibility study to determine if additional motorcycle Officers can and should be assigned to the unit.
- ◇ Increase the availability of newly-certified motorcycle training instructors to conduct training for police personnel.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of traffic citations issued by this division	6,686	5,935	6,060	6,100
Number of major accidents worked by division	10	15	30	45
Number of minor accidents worked by division	28	36	109	125
Number of traffic complaints	476	378	122	128
Number of warrants served by Warrant Officers	N/A	N/A	332	400

**POLICE TRAFFIC ENFORCEMENT - 2219  
(MOTORCYCLES)**

**EXPENDITURE AND STAFFING SUMMARY**

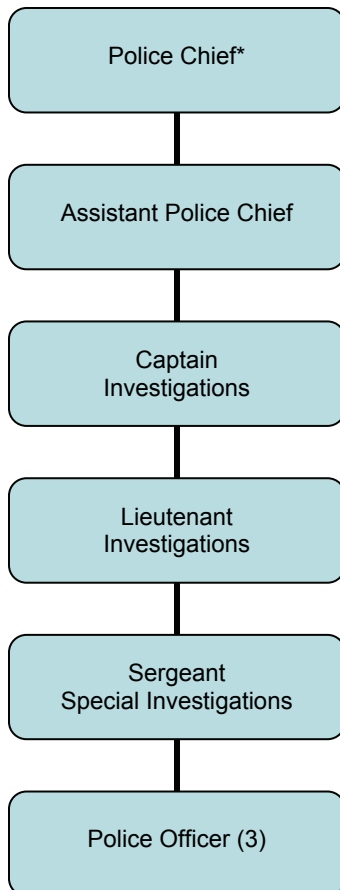
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	556,242	669,266	567,748	623,318
Materials & Supplies	4,779	8,910	4,791	6,910
Equipment Maintenance	34,562	35,961	31,795	41,175
Miscellaneous Services	619	1,460	2,066	2,490
Inventory	2,297			
Capital Outlay		4,817	4,817	
<b>TOTAL</b>	<b>598,499</b>	<b>720,414</b>	<b>611,217</b>	<b>673,893</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police Sergeant	1	1	1	1
Police Officer**	5	6	6	6
<b>TOTAL</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>

\*Same as adopted budget, unless where noted.

\*\*One of two Warrant Officers budgeted here, one budgeted in Municipal Court is not included above.

## POLICE SPECIAL INVESTIGATIONS - 2221



\*Reports to the City Manager

## POLICE SPECIAL INVESTIGATIONS - 2221

### GOALS

- ◇ Identify and target organized criminal activity groups committing offenses and following a specific pattern that impacts the City and department.
- ◇ Use a flexible operating schedule to adapt to the needs of the department and habits of criminals.
- ◇ Provide targeted enforcement in neighborhoods and other areas affected by crime to reduce criminal activity and improve safety for residents.
- ◇ Use innovative investigative techniques and equipment to adopt to changes in criminal methods of operation.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Seized over \$1 million in street value narcotics, the most seized in the unit's history.
- ◇ Reassigned the K-9 Units to the Patrol Division to staff the Street Crimes Unit.
- ◇ Provided training for the Street Crimes Sergeant to ensure proper supervision and working job knowledge of narcotics-related offenses and proactive enforcement strategies.
- ◇ Provided technical training to SIU detectives on computer programs and applications to increase the investigative capabilities of the division.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Fill the open positions within the unit that were created by the reassignment of K-9 Officers to Street Crimes.
- ◇ Provide specialized training to select Patrol Officers on proactive investigative techniques and follow-up through temporary assignment with the Special Investigations Unit.
- ◇ Initiate investigations into mid- and upper-level drug dealers, in addition to the current practice of identification and prosecution of the street-level offender, with the additional manpower created by filling of open positions.

### PERFORMANCE MEASURES

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Total charges filed	252	224	130	141
Felony narcotics arrests	48	34	42	40
Misdemeanor narcotics arrests	217	190	88	101
Number of warrants served*	264	57	142	20
Number of citations issued*	735	279	146	10
Number of surveillance activities	N/A	N/A	243	248
Value of property seized	N/A	N/A	\$43,056	\$50,000
Value of cash seized	N/A	N/A	\$77,002	\$94,500
Street value of narcotics seized	\$713,842	\$461,652	\$2,663,502	\$941,000

\*Warrants served during contacts and search warrants executed. Citations are for possession of drug paraphernalia. Numbers reported for years prior to FY 2012 included 2 K-9 Officers who have been moved to Patrol, 2212.

**POLICE SPECIAL INVESTIGATIONS - 2221**

**EXPENDITURE AND STAFFING SUMMARY**

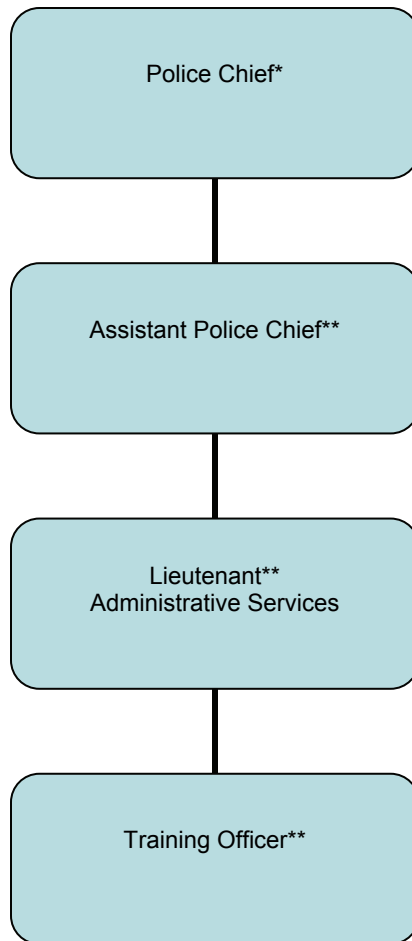
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	573,508	592,581	501,261	399,670
Materials & Supplies	1,572	3,373	3,492	3,989
Equipment Maintenance	18,645	13,937	20,363	20,993
Miscellaneous Services	6,346	3,607	3,072	3,607
<b>TOTAL</b>	<b>600,071</b>	<b>613,498</b>	<b>528,188</b>	<b>428,259</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Police Sergeant	1	1	1	1
Police Officer	5	3	3	3
<b>TOTAL</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>4</b>

\*Same as adopted budget, unless where noted.



## POLICE TRAINING - 2222



\*Reports to the City Manager

\*\*Positions funded in other departments

## **POLICE TRAINING - 2222**

### **GOALS**

- ◇ Provide job specific training that will improve job performance and proficiency.
- ◇ Provide training to police personnel that meets or exceeds TCLEOSE training standards and requirements.
- ◇ Improve the quality of training with organizational goals in mind.
- ◇ Provide training to outside agencies as authorized by the Chief of Police.

### **FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Obtained a Provider Number from the Texas Commission on Law Enforcement Officer Standards and Education to enable the department to begin hosting and providing police-related training for remuneration.
- ◇ Secured courses for department employees from nationally recognized training providers.
- ◇ Enhanced documentation for firearms qualifications to ensure that all Officers meet standards established by TCLEOSE.

### **FISCAL YEAR 2012 OBJECTIVES**

- ◇ Upon receipt of referrals, create training to address officer performance deficiencies related to knowledge of the law, use of force, or community policing.
- ◇ Create a police-specific Defensive Driving course for Police Officers that focuses on the mechanics of driving with the distractions that are built into police vehicles.
- ◇ Modify department-mandated training schedules as needed to minimize the impact to department overtime.

### **PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of classes held	N/A	N/A	N/A	10
Number of students	N/A	N/A	N/A	200
Total income from trainings	N/A	N/A	N/A	\$6,200
Number of training hours provided (classes)	N/A	N/A	N/A	240
Training hours completed, Pearland Officers	1,088	62	47	49

**POLICE TRAINING - 2222**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Materials & Supplies				76,745
Miscellaneous Services				9,500
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>86,245</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Same as adopted budget, unless where noted.

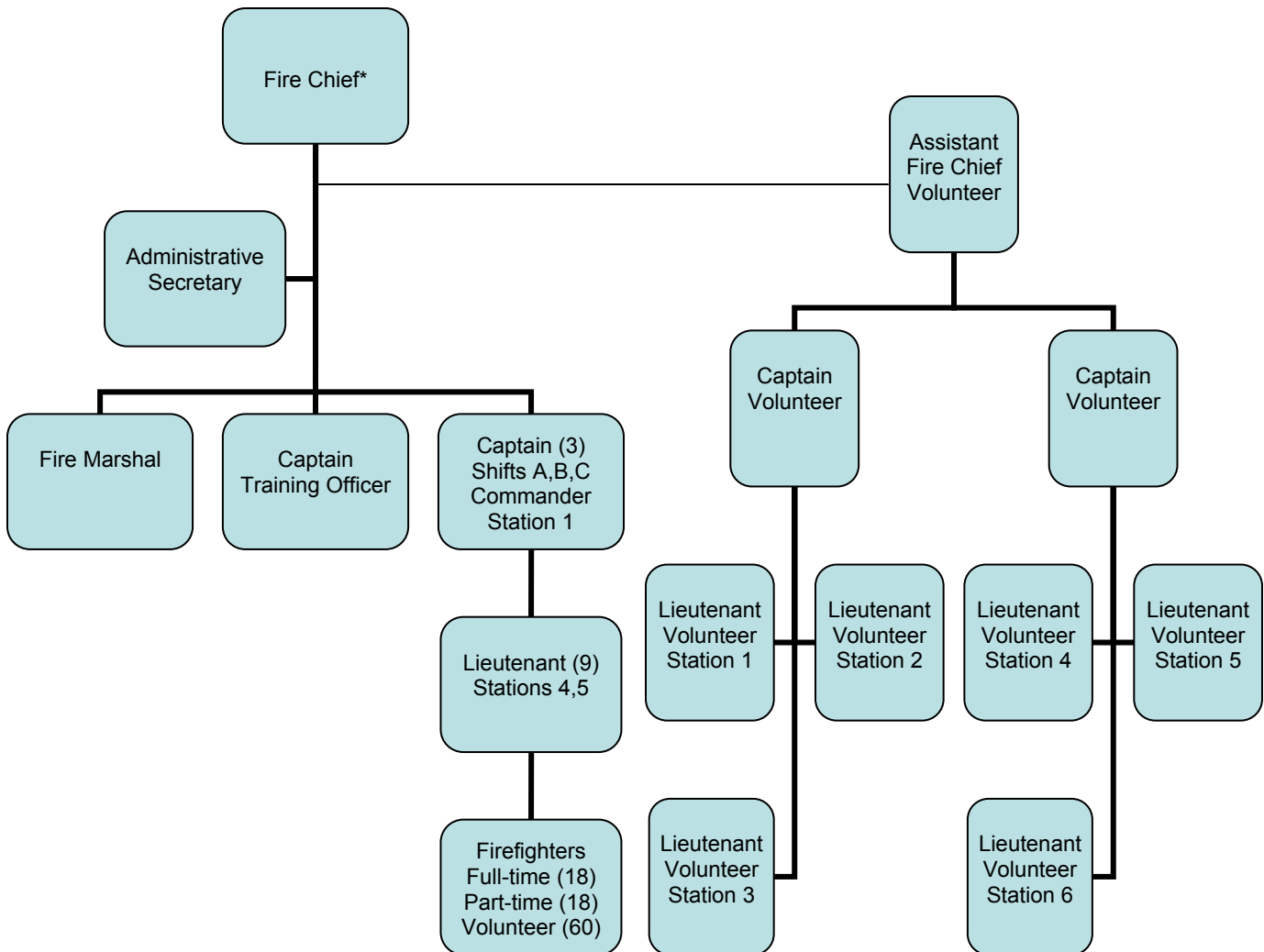
# FIRE DEPARTMENT – 2320

## VISION STATEMENT

The Fire Department is committed to providing efficient and effective fire protection services to our community.

## MISSION STATEMENT

The mission of the Fire Department is to provide professional quality, 24-hour fire protection services, life and property conservation, training and public fire education and prevention to the citizens of Pearland and the surrounding ETJ.



\*Reports to the City Manager

## FIRE DEPARTMENT - 2320

### OVERVIEW

The Fire Department provides fire suppression, rescue, fire prevention and public fire education services to the City and surrounding areas, an area of approximately 72.7 sq. miles with a population of approximately 126,000 including the extraterritorial jurisdiction (ETJ). In fiscal year 2007 the fire Department became a combined paid and volunteer department under the direction of a full-time Fire Chief, and in fiscal year 2011, added paid part-time firefighters. The volunteer firefighters have served Pearland since 1946. There are approximately 60 Volunteer Firefighters planned for fiscal year 2012. Fire Services in the City includes the Fire Department, the Fire Marshal's Office and Emergency Management. Emergency Management is coordinated by the Fire Marshal's Office. The community has an ISO Public Protection Classification rating of 3/10 which puts Pearland in the top 5% of communities in the nation.

There are a total of six fire stations. In fiscal year 2011, the City began staffing three fire stations 24 hours per day using full-time, volunteer and part-time staff. With the addition of a fire pumper in fiscal year 2012, 23 vehicles will be available for firefighting efforts. Fire Station #6, in Lakes of Savannah, will open in winter 2011, with construction and operating costs to be paid by Brazoria County MUDs 21 and 22, and staffed by Volunteer Firefighters.

Number of stations	5	Number of Stations Manned 24/7	2
Total Calls for Service	2,600	Average Response Time	6 minutes 22 seconds

#### Key Budget Items for FY 2012 include:

- ◇ The addition of 6 firefighters via a 2-year SAFER grant, 3 of whom will be replacements for current firefighters being promoted to Lieutenant via this grant.
- ◇ A part-time contractor for Volunteer Recruitment and Retention via a 4-year SAFER grant.
- ◇ The addition of one (1) fire pumper through lease/purchase financing and one (1) replacement vehicle.
- ◇ The addition of a station alerting system, physical fitness equipment for staff, and replacement rescue tools.
- ◇ Consultant services for Fire Station Location Analysis.
- ◇ Budget reduction taken of \$18,000 for online training and \$4,912 in general operating expenditures.

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	1,527,494	2,324,063	2,256,857	2,794,821
Materials & Supplies	99,505	324,757	293,588	231,485
Building Maintenance	3,130	5,000	4,906	5,000
Equipment Maintenance	146,858	152,656	171,510	171,469
Miscellaneous Services	294,488	269,490	301,963	328,468
Sundry Charges	6,465	25,500	25,000	29,845
Inventory	24,092			8,275
Capital Outlay	1,146,980	550,000	707,394	701,527
<b>TOTAL</b>	<b>3,249,012</b>	<b>3,651,466</b>	<b>3,761,218</b>	<b>4,270,890</b>
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Fire Chief	1	1	1	1
Fire Captain	2	3	3	3
Fire Training Captain		1	1	1
Fire Lieutenant	4	6	6	9
Firefighter	12	15	15	18
Part-time Firefighter		18	18	18
Administrative Secretary	1	1	1	1
Part-Time Administrative Clerk	1			
<b>TOTAL</b>	<b>21</b>	<b>45</b>	<b>45</b>	<b>51</b>

\*Same as adopted budget, unless where noted.

## FIRE DEPARTMENT - 2320

### GOALS

- ◇ Develop departmental cohesiveness among volunteer and paid personnel.
- ◇ Improve consistency and quality of documentation and records management.
- ◇ Develop strategies to adopt appropriate portions of the McGrath study.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Hired new full-time Fire Chief.
- ◇ Hired full-time Fire Training Captain.
- ◇ Hired full-time Fire Captain (Shift Commander).
- ◇ Hired part-time Firefighters to improve staffing levels for coverage.
- ◇ Received SAFER grant for Volunteer Recruiter/Coordinator.
- ◇ Received SAFER grant for two years' salaries/benefits for 6 full-time Firefighters.

### FISCAL YEAR 2012 OBJECTIVES

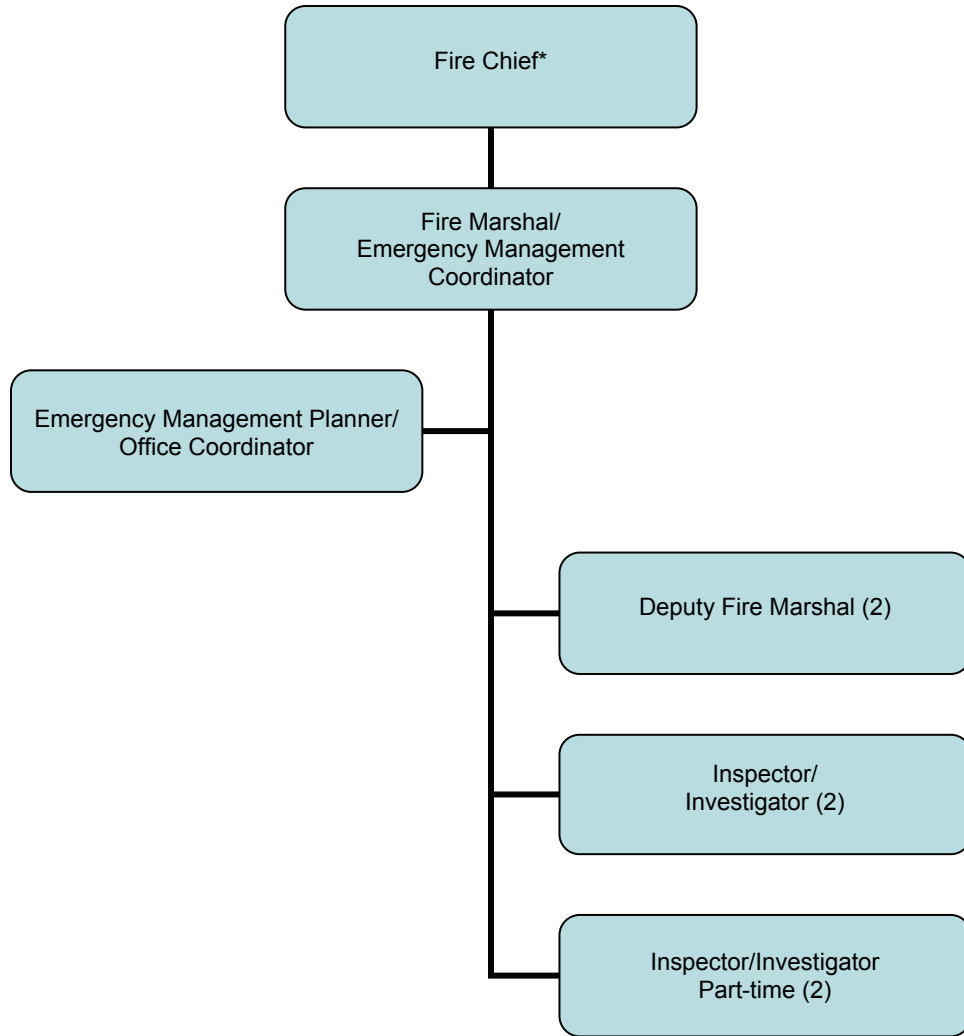
- ◇ Purchase and equip one new fire engine pumper.
- ◇ Open and staff Fire Station 6 with volunteers.
- ◇ Hire 6 new fire fighters (SAFER grant).
- ◇ Place Shift Commander in SUV (SAFER grant).
- ◇ Move Fire Chief, Administrative Secretary, and Fire Training Captain out of dorm rooms and into office space.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Total calls for service (Fire & EMS)	2,432	2,416	2,621	2,791
Total calls for service: Fire	1,679	1,753	1,728	1,849
Total calls for service: First Responders (EMS)	753	663	893	942
First Responder calls as % of total calls	31%	27%	34%	34%
<u>Average response time:</u>				
Percent 5 minutes or less	34%	39%	51%	50%
Percent 9 minutes or less	73%	73%	83%	81%
Average response time (all calls)	7min38sec	7min18sec	6min22sec	6min20sec
Average number of Volunteer Firefighters per call (all calls)	2	2	2	3
Average number of hours of training received per Full-time and Volunteer Firefighter	10.1	16.2	18.0	18.0
Number of Firefighter injuries	0	0	1	0
Number of building fires	88	60	66	65
Cost per capita	\$25.44	\$35.60	\$39.97	\$43.98
Paid F-T FTE Firefighters to 1,000 population <sup>1</sup>	0.20	0.20	.26	.31
Total night-duty crew hours (Volunteer)	16,646	16,938	17,774	17,520
Other Volunteer hours	8,132	5,774	3,696	3,800
Total estimated fire loss	\$404,000	\$1,853,050	\$1,709,299	\$1,675,000

<sup>1</sup>Includes Captains and Lieutenants

# FIRE MARSHAL - 2340



\*Reports to the City Manager

## FIRE MARSHAL - 2340

### OVERVIEW

The Fire Marshal's Office consists of a Fire Marshal/Emergency Management Coordinator who reports to the Fire Chief, six full-time and two part-time employees, and Buddy, the accelerant detection dog. The Fire Marshal's Office conducts annual fire inspections throughout the City to identify fire and life safety hazards in an effort to save lives and protect property. They also conduct local public fire education activities in an effort to prevent fires. The Office is actively involved in plan reviews and certificate of occupancy inspections to ensure that businesses are safe prior to being opened to the public. In addition, the Office investigates hazard complaints, environmental crimes, and fires to determine origin and cause, enabling the identification of criminal intent and arson, pursuit of those responsible, and eliminate hazards to the public. The Fire Marshal's Office works closely with Fire, Police, and Environmental & Health to accomplish this.

#### Key Budget Items for FY 2012 include:

- ◇ Funding for bunker gear, body armor and uniforms at \$8,009
- ◇ Includes budget reduction of \$11,466 in general operating expenditures

### EXPENDITURE AND STAFFING SUMMARY

<u>EXPENDITURES</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
Salaries & Wages	444,273	485,340	475,801	502,142
Materials & Supplies	19,952	17,952	16,141	25,105
Building Maintenance		300	110	300
Equipment Maintenance	25,524	31,363	33,221	35,371
Miscellaneous Services	39,895	52,345	45,399	44,567
<b>TOTAL</b>	<b>529,644</b>	<b>587,300</b>	<b>570,672</b>	<b>607,485</b>

<u>STAFFING</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget*</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
Fire Marshal / EMC	1	1	1	1
Deputy Fire Marshal / EMC	2	2	2	2
Emergency Management Planner	1	1	1	1
Inspector / Investigator	3	2	2	2
Part-Time Inspector/Investigator		2	2	2
<b>TOTAL</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>

\*Same as adopted budget, unless where noted.



## FIRE MARSHAL - 2340

### GOALS

- ◇ Decrease the number of fires through comprehensive fire inspection and public education programs.
- ◇ Determine the origin and cause of fires through comprehensive investigations.
- ◇ Deter arson by utilizing aggressive investigation techniques.
- ◇ Decrease hazards, environmental crimes, and unsafe structures by aggressive investigations and public awareness.
- ◇ Inspect all City businesses annually.
- ◇ Increase performance while keeping up with the growth of the City through training, usage of tools, and continuous evaluation of staffing needs.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Arson fires decreased more than 50 percent since 2008, due to the division promoting public awareness of arson and the addition of the canine program.
- ◇ The division conducted 5 sprinkler burn demonstrations showing how quickly fires grow to untenable conditions and the effectiveness of sprinkler protection.
- ◇ Applied for the Fire Prevention & Safety Grant to provide a sprinkler demonstration trailer, a smoke alarm program, and prevention materials.
- ◇ Local businesses contributed supplies and funding for fire prevention; approximately \$1,000 in material for sprinkler demonstrations, and \$1,500 cash donations to purchase prevention materials. Pearland VFD paid for \$6,000 of prevention materials.
- ◇ The canine team successfully completed state certification and has been well accepted in the community as well as by other agencies.
- ◇ Citizen requests for prevention education increased over 100 percent from FY 2010 to FY 2011.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Pursue funding opportunities for fire prevention programs.
- ◇ Increase the number of environmental cases cleared and unsafe structures abated by 50 percent.
- ◇ Conduct routine inspections of all Pearland businesses.
- ◇ Decrease the amount of dollar loss from fires through aggressive prevention programs.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Total number of arson incidents	8	5	4	4
Arson cases per 10,000 population	0.88	0.55	0.43	0.41
Number of arson cases cleared	4	2	2	3
Percent of arson cases cleared	50%	40%	50%	75%
Number of environmental crime incidents	65	27	35	40
Number of environmental crimes cleared	28	16	20	30
Percent environmental crimes cleared	43%	59%	57%	75%
Number of arson arrests	5	4	2	4
Total number of annual inspections (all structures)	2,374	1,752	1,600	2,000
New Fire Protection inspections, Foster Care / Adoption inspections, Mobile Food Vendor inspections	N/A	396	215	300
Total Number Certificates of Occupancy (all new uses)	383	346	300	350
Inspections per FTE	506	389	320	400
Total number of fires investigated	33	22	25	35

## FIRE MARSHAL - 2340

### PERFORMANCE MEASURES (continued)

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of fires with determined causes and origins	31	20	23	35
Percent of fires investigated with determined causes and origins	94%	91%	92%	100%
Number of deficiencies identified	7,081	6,926	4,815	5,000
Number of deficiencies corrected	N/A	N/A	2,000	2,600
Number of public education hours	86	90	275	250
Number of plans reviewed	509	420	290	300
Number of meetings attended	N/A	476	300	350
Number of meeting hours attended	N/A	682	375	425
Number of hazard complaints responded to	N/A	90	77	80
Number of unsafe structures abated	7	6	4	7
Number of false fire alarms	N/A	360	290	250
Number of wildland fires	N/A	2	1	2
Number of wildland acres lost	N/A	1	83	50
<u>Canine Measures:</u>				
Number of fires responded to within the City	N/A	N/A	5	15
Number of fires responded to for mutual aid	N/A	N/A	10	15
Number of positive alerts at actual fires	N/A	N/A	5	15
Number of alerts validated by forensics lab	N/A	N/A	5	15

## EMERGENCY MANAGEMENT - 2350

### OVERVIEW

The Fire Marshal is the Emergency Management Coordinator for the City. The Emergency Management Office maintains an Advanced Level Emergency Management Program through routine review, updating, and exercising of the Emergency Management Plan in order to increase the effectiveness of the City's response to an emergency or disaster. The Emergency Management Plan details the course of action for the City in the event of a disaster and outlines how the City can effectively coordinate with other municipal, county, state, and federal agencies to prepare for, mitigate the consequences of, respond to, and recover from a disaster in the community.

The City's Emergency Operations Center (EOC) is located in the new Public Safety Building on Cullen Blvd. The division provides over 100 hours of public education each year.

#### **Key Budget Items for FY 2012 include:**

- ◇ Wireless access point and relocation of LCD panels in EOC
- ◇ Reduction taken of \$20,000 to replace ConnectCTY with Blackboard or something similar, and \$266 in general operating expenditures

### **EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Materials & Supplies	9,694	6,521	6,150	7,545
Equipment Maintenance	2,941	2,025	2,025	2,025
Miscellaneous Services	75,739	79,184	79,100	60,095
<b>TOTAL</b>	<b>88,374</b>	<b>87,730</b>	<b>87,275</b>	<b>69,665</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
N/A				
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Same as adopted budget, unless where noted.

## EMERGENCY MANAGEMENT - 2350

### MISSION STATEMENT

The mission of the Emergency Management Division is to maintain an Advanced Level Emergency Management Program through routine review, updating, and exercising of the Emergency Management Plan.

### GOALS

- ◇ Enhance the emergency and disaster response capabilities of the City by using the latest technology.
- ◇ Increase the level of disaster preparedness among citizens through aggressive public awareness.
- ◇ Routinely exercise, evaluate, and make improvements to the Emergency Management Plan.
- ◇ Lessen the financial burden on the City associated with the pursuit of these goals through the aggressive pursuit of grant opportunities.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Implemented the use of evacuation tracking equipment provided by Brazoria County for the evacuation hub.
- ◇ The new EOC was successfully utilized for an actual full activation.
- ◇ Applied for and awarded the Emergency Management Performance Grant (EMPG).
- ◇ Performance requirements for FY 2010 EMPG grant were satisfied.
- ◇ Three staff members completed Incident Management Team training.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Meet with all department heads having annex responsibility in the Emergency Management Plan for input and updates.
- ◇ Complete review and update of mutual aid and contract agreements.
- ◇ Pursue EMPG grant opportunity.
- ◇ Make corrections to audio visual equipment in the EOC.

### PERFORMANCE MEASURES

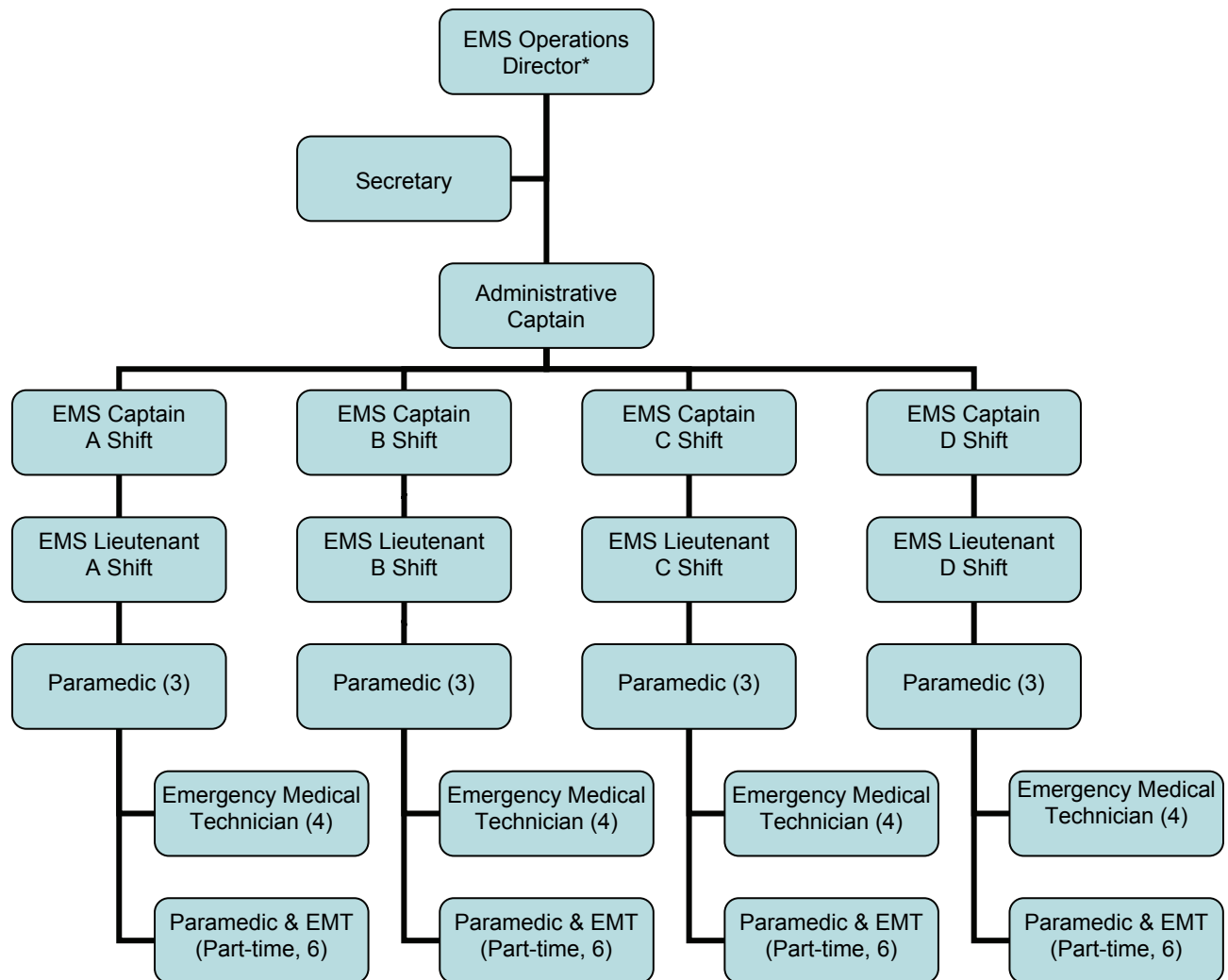
	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Hours of public education	94	109	100	150
Emergency exercises conducted	3	3	2	3
Plans updated and/or reviewed	23	20	22	26
Hours of Emergency Management staff training	323	396	300	350
Number of meetings attended	N/A	71	65	70
Number of meeting hours attended	N/A	137	140	140
Times EOC* activated:				
Partial	2	3	1	4
Full	0	1	2	2

\*EOC - Emergency Operations Center

# EMERGENCY MEDICAL SERVICES (EMS) - 2460

## MISSION STATEMENT

The mission of Pearland EMS is to provide outstanding emergency medical services and patient transportation services. We provide these services in a professional manner while maintaining the dignity of those we serve. Our staff continuously strives to learn, improve and grow in enhancing the delivery of emergency medical services to those we serve.



\*Reports to the City Manager

## EMERGENCY MEDICAL SERVICES (EMS) - 2460

### OVERVIEW

The Pearland EMS was formed in 1976, and was originally staffed by volunteers, utilizing a second-hand, donated ambulance. It served a population of approximately 6,000. Today, Emergency Medical Services operates out of 4 locations, including the new Fire Station #5, and has 8 vehicles. EMS is comprised of highly skilled paid full-time and part-time professional medics, shift Captains and Lieutenants. The department serves a population of approximately 126,000, including the ETJ. The unit provides 24 hours of service to all calls in the Pearland area, regardless of the ability to pay. EMS receives approximately 7,000 calls for service and provides treatment to over 6,000 patients per year. Along with the City's core beliefs, Pearland EMS adheres to the following values:

- ◇ **Commitment to Service:** We treat persons with illness and injury in our community with care and compassion, utilizing effective principles and practices of patient care, and we strive for excellence through ongoing evaluation and improvement.
- ◇ **Respect:** We recognize the dignity of others and communicate with others in a respectful manner.
- ◇ **Integrity:** We serve with honesty, loyalty and dedication.
- ◇ **Accountability:** We are responsible for our actions, both positive and negative.
- ◇ **Teamwork:** We practice teamwork through communication and cooperation to achieve common goals.
- ◇ **Fair Treatment:** We do not discriminate against patients or personnel on the basis of race, color, national origin, ancestry, religion, sex, age, disability, political belief, military service, or any other legally protected characteristic.

### Key Budget Items for FY 2012 include:

- ◇ One (1) ambulance replacement a one (1) to be refurbished at \$196,000

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	2,611,426	2,868,375	2,815,555	2,963,266
Materials & Supplies	107,083	124,228	124,778	124,150
Building Maintenance	6,635	2,000	2,000	2,000
Equipment Maintenance	107,204	117,325	156,635	142,285
Miscellaneous Services	351,667	414,680	351,814	349,730
Inventory	1,169		4,921	
Capital Outlay		43,500	38,579	196,000
<b>TOTAL</b>	<b>3,185,184</b>	<b>3,570,108</b>	<b>3,494,282</b>	<b>3,777,431</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
EMS Operations Director	1	1	1	1
Administrative Captain**		1	1	1
EMS Captain	4	4	4	4
EMS Lieutenant	4	4	4	4
Secretary	1	1	1	1
Paramedic	12	12	12	12
Emergency Medical Technician	16	16	16	16
Part-Time Paramedics & EMT's	24	24	24	24
<b>TOTAL</b>	<b>62</b>	<b>63</b>	<b>63</b>	<b>63</b>

\*Same as adopted unless where noted.

\*\*An Administrative Captain position was added mid-year in FY 2011.

## EMERGENCY MEDICAL SERVICES (EMS) - 2460

### GOALS

- ◇ Continuous evaluation of staffing needs to accommodate the rapid growth the City is experiencing.
- ◇ Continue to strive to learn, improve and grow in enhancing the delivery of emergency medical services to those served.
- ◇ Maintain a level of excellence with regard to staff training and certification.
- ◇ Provide public safety awareness programs and services throughout the year.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Developed and instituted a new hiring procedure that includes written testing, physical agility testing, medical skills testing, and interviews.
- ◇ Partnered with the Texas Department of State Health Services to become a Safe Riders Car Seat Distribution Site. This program assists families that demonstrate a financial need by providing free car seats.
- ◇ Updated and published new Medical Protocols that reflect new EMS trends and research-based medicine.
- ◇ All internal instructors completed update training in Advanced Medical Life Support and Pre-Hospital Trauma Life Support classes.
- ◇ Implemented new Administrative Captain position.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Develop and deploy a new Field Training Officer program that includes train-the-trainer classes and standardized objectives for new employees.
- ◇ Research and develop a new in-house continuing education program for employees. Program should provide credits for recertification and include input from our QA/QI (Quality Assurance/Quality Improvement) program.
- ◇ Become a regional provider for fee-based continuing education.
- ◇ Update current Standard Operating Guidelines.
- ◇ Continue to fine tune CAD systems to improve performance with an emphasis on accurate data collection.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Calls for service	6,411	6,472	7,055	7,000
Number transported	4,100	3,970	4,486	4,500
Percent transported	64%	61%	64%	64%
Average response time from dispatched to arrival on scene	7min55sec	7min58sec	7min37sec	7min35sec
Number of patients treated	5,804	5,619	6,121	6,100
Patients treated per 1,000 population	61	62	66	63
Amount billed*	\$7,460,063	\$7,453,957	\$8,338,085	\$8,400,000
Amount collected*	\$2,468,614	\$2,323,633	\$2,516,195	\$2,400,000
Amount collected as a percent of amount billed	33%	31%	30%	29%

\*Amount billed provided by Intermedix, amount received reflects actual revenue received.



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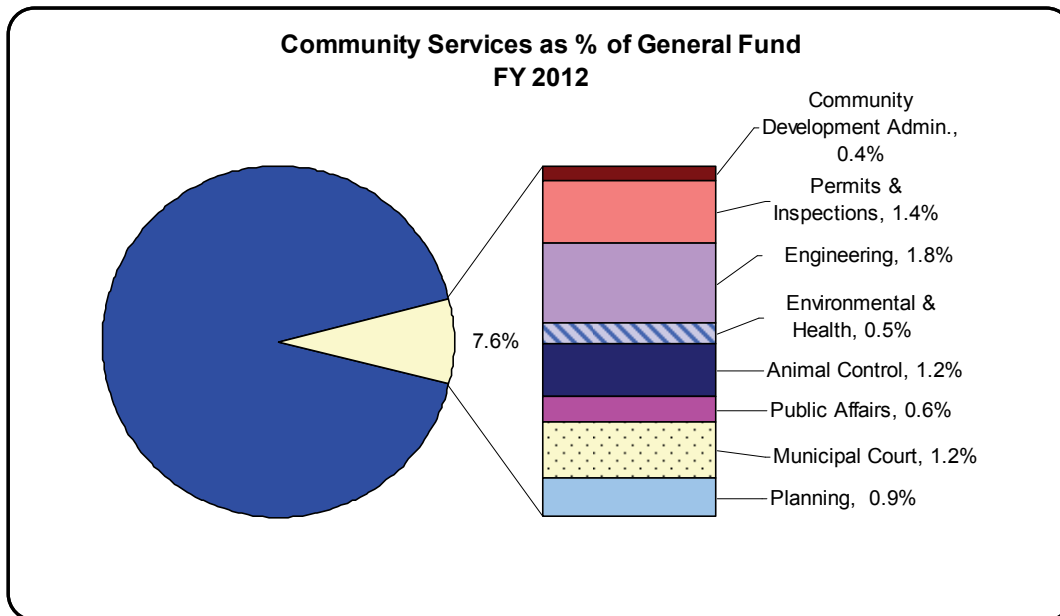


**COMMUNITY SERVICES  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES BY DEPT / DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Community Development				
Community Development Administration				191,994
Permits & Inspections	1,030,152	1,020,474	990,820	694,568
Engineering	1,355,863	1,077,282	1,080,549	907,226
Environmental & Health				233,542
Animal Control	1,062,927	701,820	673,403	599,782
Public Affairs	311,252	309,769	307,469	289,816
Municipal Court	661,900	761,969	700,640	619,525
Planning	582,688	518,663	472,496	445,660
<b>COMMUNITY SERVICES TOTAL</b>	<b>5,004,782</b>	<b>4,389,977</b>	<b>4,225,377</b>	<b>3,982,113</b>

<b>EXPENDITURES BY CATEGORY</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	3,509,493	3,474,600	3,359,175	3,310,121
Materials & Supplies	209,276	216,510	215,931	181,479
Building Maintenance	1,679	500	760	500
Equipment Maintenance	96,711	105,341	103,127	108,569
Miscellaneous Services	549,828	362,218	310,768	270,875
Sundry Charges	149,394	89,914	89,914	90,414
Inventory		2,300	6,153	1,000
Capital Outlay	488,401	138,594	139,549	19,155
<b>COMMUNITY SERVICES TOTAL</b>	<b>5,004,782</b>	<b>4,389,977</b>	<b>4,225,377</b>	<b>3,982,113</b>



**COMMUNITY SERVICES  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENDITURE AND STAFFING SUMMARY**

<b><u>STAFFING BY DEPT/DIVISION</u></b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Community Development				
Community Development Administration				2
Permits & Inspections	18	17	17	13
Engineering	14	13	13	10
Environmental & Health				4
Animal Control	11	10	10	10
Public Affairs	2	2	2	2
Municipal Court	11	12	12	12
Planning	7	6	6	6
<b>COMMUNITY SERVICES TOTAL</b>	<b>63</b>	<b>60</b>	<b>60</b>	<b>59</b>

\*Same as adopted budget, unless where noted.

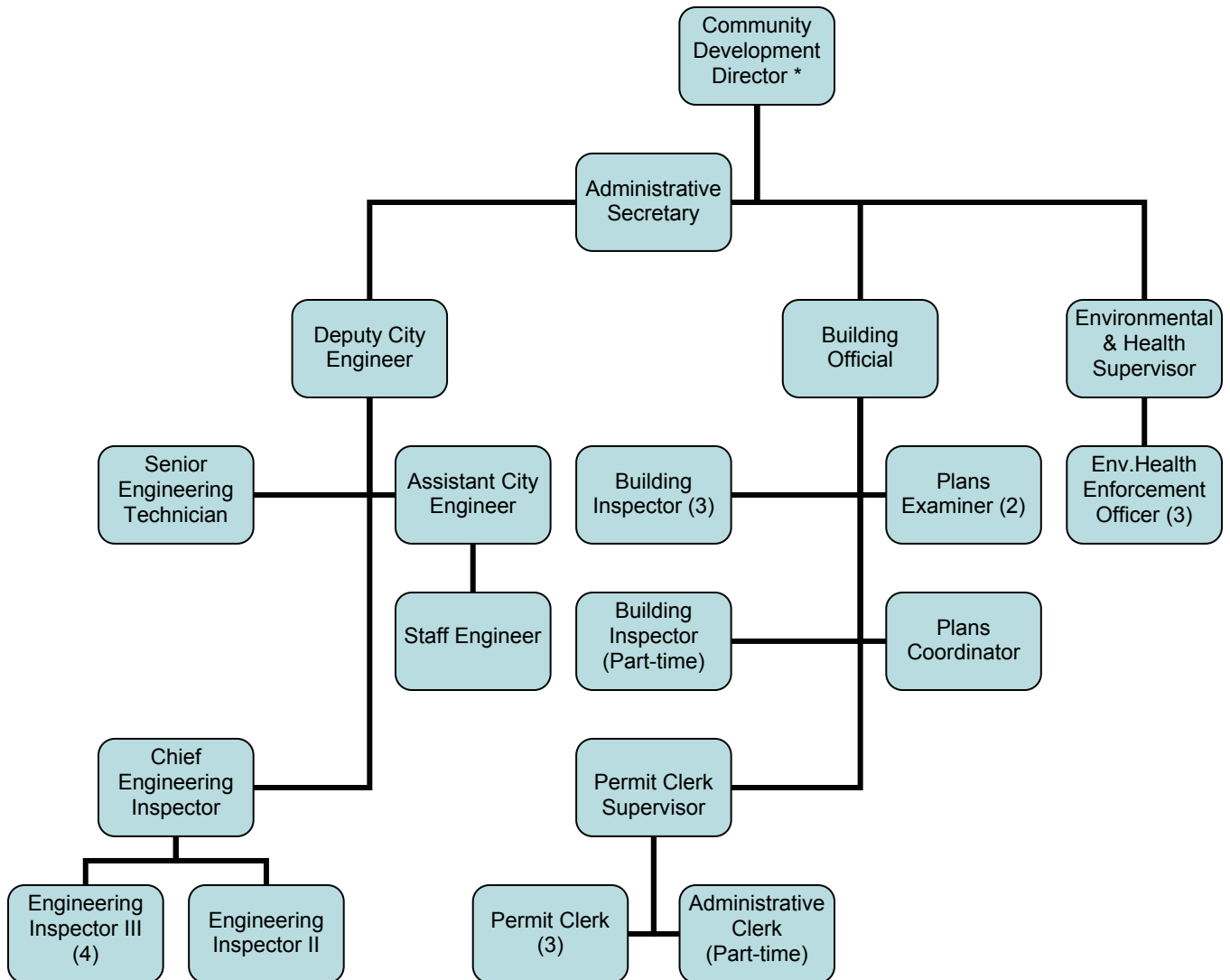
# COMMUNITY DEVELOPMENT

## VISION STATEMENT

The Community Development Department will be prepared to meet the challenges of current and future growth.

## MISSION STATEMENT

The Department will employ sound practices to develop, manage and maintain public infrastructure systems and ensure the quality of life for the citizens, visitors, and customers of the City of Pearland by providing proactive, effective and efficient internal and external customer service in the development of the City through enforcement of our adopted Development, Building Construction, Health and Property Maintenance Codes and Ordinances, and to ensure the quality of life for the citizens, visitors, and customers of the City of Pearland by providing proactive effective and efficient internal and external customer service in the development of the City through enforcement of our adopted Health Codes and Ordinances.



\*Reports to Assistant City Manager

## COMMUNITY DEVELOPMENT

### OVERVIEW

The Community Development Department is organized from two departments, Inspection Services and Engineering, to one department administering four divisions: Community Development Administration, Permits & Inspections, Engineering, and Environmental & Health. These organizational changes became effective with the 2012 fiscal year. Engineering was formerly part of the group of departments that comprised the Public Works function. Prior year expenditures and budgeted funds appear in two of the new divisions, Permits & Inspections and Engineering. Inspection Services was separated into Permits & Inspections and Environmental & Health. The City Engineer and Administrative Assistant from Engineering, as well as some materials, supplies and services from each of the two former departments, were transferred to the new Community Development Administration Division.

Engineering provides support for traffic, drainage, water, and wastewater operations issues, and assists in managing the design, construction and inspection phases of capital improvement projects. It reviews over 100 construction plans per year. In addition, this division prepares the Transportation Regional Detention Pond, Water and Wastewater Master Plans and Impact Fee updates. Engineering is also responsible for Traffic Impact Analyses, reviewing commercial projects, site work, and providing technical expertise on selected projects as needed.

The Permits & Inspections Division conducts building inspections and enforces development and building codes. This division processes approximately 744 residential building permits and conducts over 17,500 building inspections annually. It also enforces plumbing, mechanical, and electrical regulations to ensure proper construction techniques are followed for all commercial and residential buildings.

The Environmental & Health Division conducts health inspections on all establishments within the City to ensure compliance with City health codes and ordinances, as well as enforces property maintenance codes.

#### Key Budget Items for FY 2012 include:

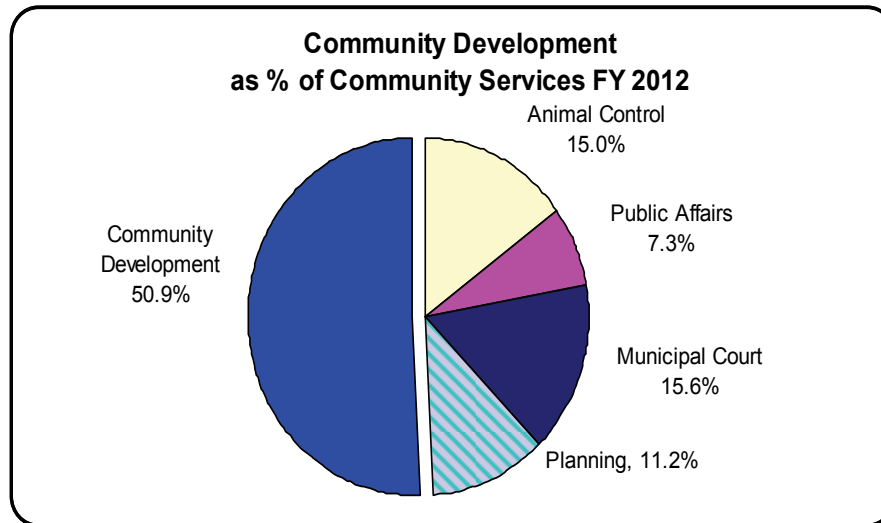
- ◇ The purchase of Strucalc 8.0 software at \$942 for Permits & Inspections
- ◇ Budget reduction of \$12,000 taken in Permits & Inspections general operating expenditures
- ◇ Funding for the purchase of one (1) replacement vehicle in Engineering
- ◇ Reduction of \$39,248 includes the elimination of a vacant Engineering Inspector II position and the reclassification of a Mapping Specialist position to Staff Engineer

#### EXPENDITURE AND STAFFING SUMMARY

<u>EXPENDITURES BY DEPT / DIVISION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
Community Development Administration				191,994
Permits & Inspections	1,030,152	1,020,474	990,820	694,568
Engineering	1,355,863	1,077,282	1,080,549	907,226
Environmental & Health				233,542
<b>COMMUNITY DEVELOPMENT TOTAL</b>	<b>2,386,015</b>	<b>2,097,756</b>	<b>2,071,369</b>	<b>2,027,330</b>

## COMMUNITY DEVELOPMENT

### EXPENDITURE AND STAFFING SUMMARY

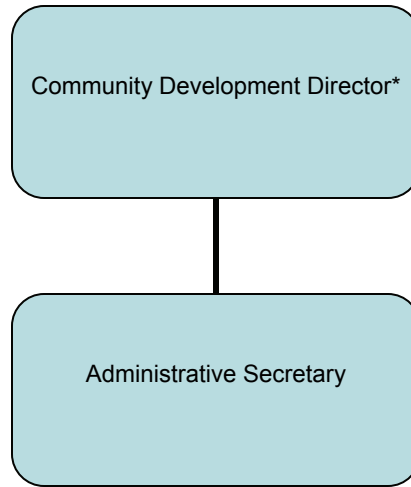


<b>EXPENDITURES BY CATEGORY</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	1,852,176	1,787,437	1,768,966	1,771,400
Materials & Supplies	15,181	23,969	21,258	15,755
Building Maintenance	80			
Equipment Maintenance	62,409	66,350	62,648	62,028
Miscellaneous Services	310,084	134,586	129,057	73,578
Sundry Charges	146,085	85,414	85,414	85,414
Inventory			4,026	
Capital Outlay				19,155
<b>COMMUNITY DEVELOPMENT TOTAL</b>	<b>2,386,015</b>	<b>2,097,756</b>	<b>2,071,369</b>	<b>2,027,330</b>

<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Community Development Administration				2
Permits & Inspections	18	17	17	13
Engineering	14	13	13	10
Environmental & Health				4
<b>COMMUNITY DEVELOPMENT TOTAL</b>	<b>32</b>	<b>30</b>	<b>30</b>	<b>29</b>

\*Same as adopted budget, unless where noted.

**COMMUNITY DEVELOPMENT  
ADMINISTRATION - 1605**



\*Reports to Assistant City Manager

**COMMUNITY DEVELOPMENT  
ADMINISTRATION - 1605**

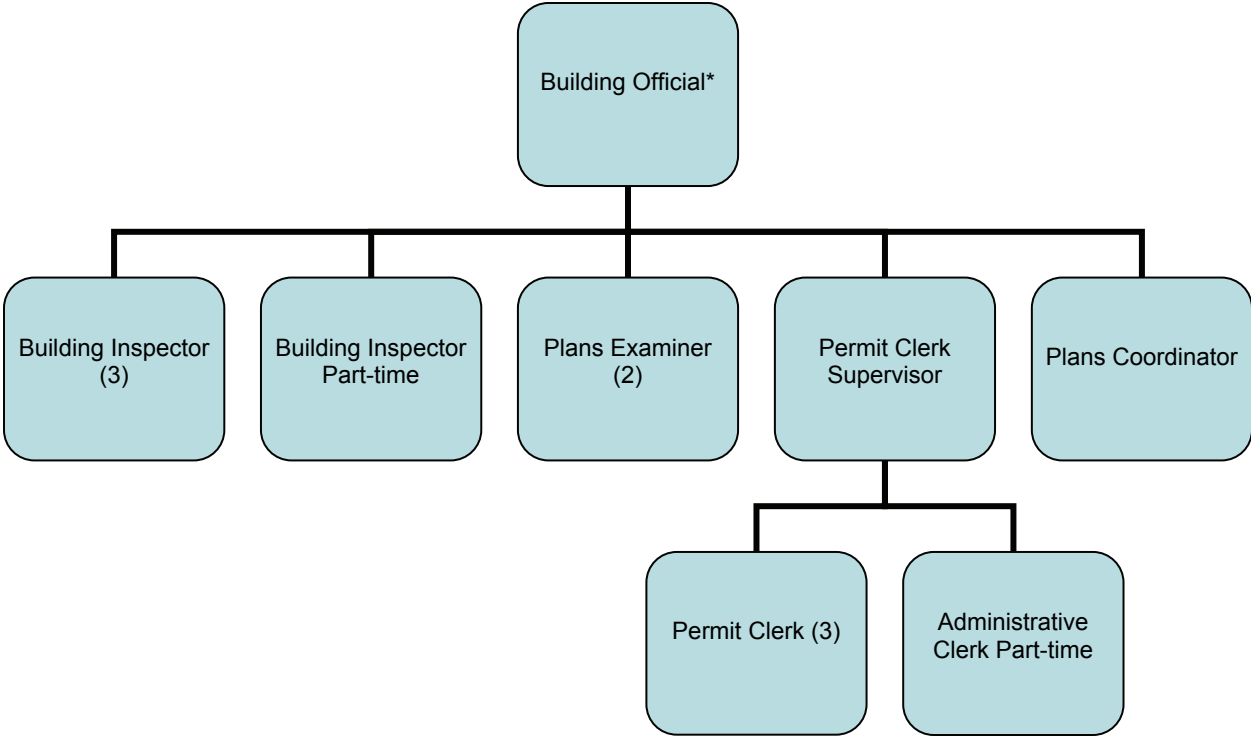
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages				178,697
Materials & Supplies				12,630
Miscellaneous Services				667
<b>TOTAL</b>				<b>191,994</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Director, Community Development/City Engineer				1
Administrative Secretary				1
<b>TOTAL</b>				<b>2</b>

New department for FY 2012. Previously a part of Inspection Services, now Permits & Inspections, Department 1610.

**COMMUNITY DEVELOPMENT  
PERMITS & INSPECTIONS - 1610**



\*Reports to Community Development Director



## COMMUNITY DEVELOPMENT PERMITS & INSPECTIONS - 1610

### GOALS

- ◇ Provide for effective and efficient internal and external customer service using the adopted codes and ordinances of the City of Pearland.
- ◇ Enforce development code, building codes, and property maintenance codes to positively impact the City of Pearland's environment.
- ◇ Continue installing quality service methods using the Tech Solve Report.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Continued excellent customer service to citizens and business owners within the City of Pearland.
- ◇ Finalized inspections and issued Certificates of Occupancy for Pearland Fire Station #5.
- ◇ Staff earned five more International Code Council Certifications.
- ◇ Two Building Inspectors are now Certified Building Officials.
- ◇ Created Standard Operating Procedures for the department.
- ◇ Purchased upgrade for Voice Permits System.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Develop all correction lists for plan review.
- ◇ Provide for upgraded internal Permit Plan Review, tracking submittal process.
- ◇ Continue the application process with the International Accreditation Service (IAS) for national recognition that our building department is professionally qualified to serve this jurisdiction.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
<b>BUILDING PERMITS &amp; INSPECTIONS</b>				
Total plans reviewed <sup>1</sup>	925	969	917	900
Percent of plan reviews completed within 10 days - Residential	98%	97%	84%	94%
Percent of plan reviews completed within 30 days - Commercial	88%	88%	91%	88%
Total building inspections	24,834	21,753	19,244	17,500
Percent of inspections completed within 24-hours	97%	98%	98%	99%
Percent of building inspections passing on 1 <sup>st</sup> inspection	96%	97%	96%	96%
Average number of inspections per inspector <sup>2</sup>	16	20	17	19
Number of structures demolished	5	19	11	5
Total permits issued <sup>3</sup>	9,249	7,874	7,869	7,500

<sup>1</sup>Includes new commercial and residential buildings and buildouts.

<sup>2</sup>The average number of inspections per inspector is on a daily basis.

<sup>3</sup>Includes building (residential, commercial, new and buildouts), mechanical, electrical, plumbing and garage sales.

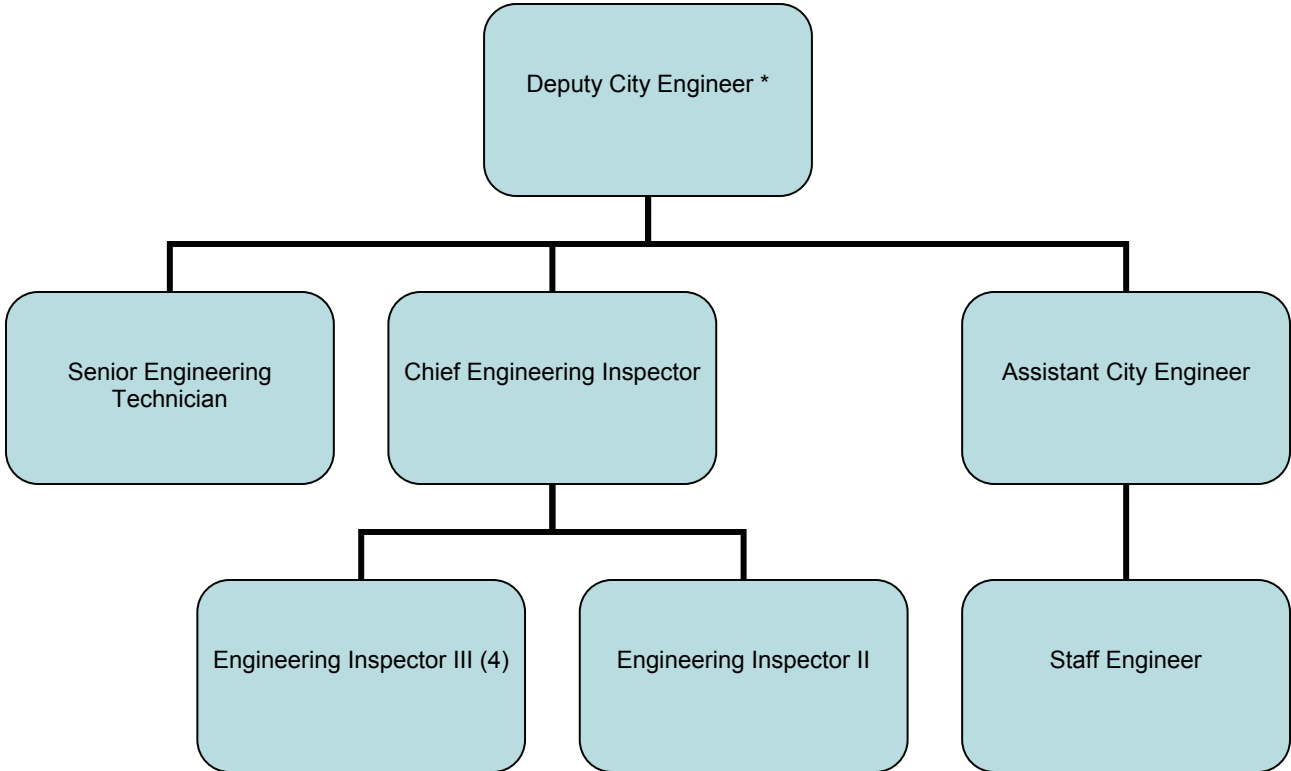
**COMMUNITY DEVELOPMENT  
PERMITS & INSPECTIONS - 1610**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	943,730	873,696	845,898	638,634
Materials & Supplies	10,418	16,969	15,258	1,125
Building Maintenance	80			
Equipment Maintenance	23,882	23,460	22,296	13,896
Miscellaneous Services	52,042	106,349	103,342	40,913
Inventory			4,026	
<b>TOTAL</b>	<b>1,030,152</b>	<b>1,020,474</b>	<b>990,820</b>	<b>694,568</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Building Official	1	1	1	1
Deputy Building Official	1	1	1	
Building Inspector	4	3	3	3
Plans Examiner	1	1	1	2
Senior Health/Code Officer	1	1	1	
Code Enforcement/Health Officer	3	3	3	
Permits Office Coordinator	1	1	1	
Plans Coordinator			1	1
Permit Clerk Supervisor				1
Permit Clerk	5	4	3	3
Part-Time Building Inspector		1	1	1
Part-Time Administrative Clerk	1	1	1	1
<b>TOTAL</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>13</b>

**COMMUNITY DEVELOPMENT  
ENGINEERING - 1620**



\*Reports to Community Development Director

## **COMMUNITY DEVELOPMENT ENGINEERING - 1620**

### **GOALS**

- ◇ Develop a strategic department growth plan that efficiently provides support to our Capital Improvement Program, the Public Works Department, Parks & Recreation Department, and other City departments.
- ◇ Assist Public Works on all traffic operations issues.
- ◇ Complete Transportation Master Plan.
- ◇ Assist other departments in managing design and construction phase of capital improvement projects.
- ◇ Implement a Regional Detention Pond Master Plan and Program.
- ◇ Reduce reliance on outside consulting firms by providing design and inspection services on various City Capital Improvement Projects.

### **FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Assisted Projects Department with implementation of 2010 Capital Improvement Projects.
- ◇ Continued improvements in reducing traffic congestion along FM 518 by awarding contract for adaptive traffic signal system.
- ◇ Completed construction on Old Townsite drainage improvements.
- ◇ Began implementation of Regional Detention Pond Program-Cullen/FM518 Regional Pond PER (preliminary engineering report).
- ◇ Completed City takeover of TxDOT traffic signals.
- ◇ Started an updated/validated Master Thoroughfare Plan and Transportation Master Plan.
- ◇ Transitioned to in-house staff providing construction management and construction inspection services for projects.
- ◇ Developed exhibits and bid packages for CDBG sidewalk projects.
- ◇ Completed plans for CR94/CR59 intersection drainage improvements.
- ◇ Developed permit drawings for fiber optics line between PSB and Hillhouse.
- ◇ Provided civil engineering services for two neighborhood parks projects.
- ◇ Obtained federal funding for Traffic Signal Communications and Management System for FY 2013.
- ◇ Implemented Year 4 of Storm Water Management Program.
- ◇ Participated in Lower Kirby District Master Plan.

### **FISCAL YEAR 2012 OBJECTIVES**

- ◇ Continue to assist Projects Department with implementing Capital Improvement Projects.
- ◇ Continue to provide in-house design and engineering services to other City departments as needed.
- ◇ Manage Cullen/FM 518 Regional Detention Pond.
- ◇ Update impact fee study.
- ◇ Manage the Transportation Master Plan.
- ◇ Update Water & Sewer Master Plans.
- ◇ Complete Phase 1 of Master Drainage Study for Spectrum Regional Detention Pond.
- ◇ Assist Public Works in responding to City-wide Traffic Operations issues.

**COMMUNITY DEVELOPMENT  
ENGINEERING - 1620**

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
<u>Number of plan sets reviewed and approved:</u>				
Residential, capital projects, commercial	97	98	105	110
Percent reviewed within 30 days	95%	100%	100%	100%
Number of TIA's*	12	9	11	12
Percent reviewed within 30 days	100%	94%	88%	95%
Average number of days per month to complete reviews (plans/TIA's)	N/A	14	14	28
Number of subdivisions accepted for operation and maintenance	10	0	0	8
Number of In-House Inspection Services	N/A	N/A	N/A	15
Addressing function**	N/A	910	710	600

\*TIA - Traffic Impact Analysis

\*\*Addressing function - provide addresses for permit requests, plats that are addressed and entered into the City's system.

**COMMUNITY DEVELOPMENT  
ENGINEERING - 1620**

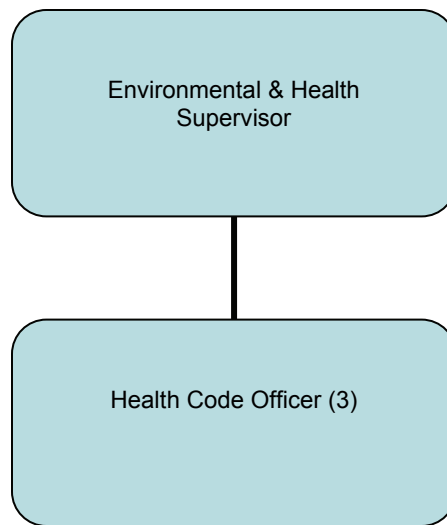
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	908,446	913,741	923,068	743,757
Materials & Supplies	4,763	7,000	6,000	1,500
Equipment Maintenance	38,527	42,890	40,352	40,432
Miscellaneous Services	258,042	28,237	25,715	16,968
Sundry Charges	146,085	85,414	85,414	85,414
Capital Outlay				19,155
<b>TOTAL</b>	<b>1,355,863</b>	<b>1,077,282</b>	<b>1,080,549</b>	<b>907,226</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
City Engineer	1	1	1	
Deputy City Engineer				1
Assistant City Engineer	2	2	2	1
Engineering Designer			1	1
Senior Engineering Technician	1	1	1	1
Mapping Specialist	1	1	1	
Chief Engineering Inspector	1	1	1	1
Engineering Inspector III	4	4	4	4
Engineering Inspector II	3	2	1	1
Administrative Secretary	1	1	1	
<b>TOTAL</b>	<b>14</b>	<b>13</b>	<b>13</b>	<b>10</b>

\*Same as adopted budget, unless where noted.

**COMMUNITY DEVELOPMENT  
ENVIRONMENTAL & HEALTH - 1630**



\*Reports to Community Development Director

**COMMUNITY DEVELOPMENT  
ENVIRONMENTAL & HEALTH - 1630**

**GOALS**

- ◇ Provide for effective and efficient internal and external customer service using the adopted codes and ordinances of the City of Pearland.
- ◇ Enforce Health Codes and Ordinances to positively impact the City of Pearland's environment.

**FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Continued excellent customer service to citizens and business owners within the City of Pearland.
- ◇ Oversaw the Farmer's Markets on the 2<sup>nd</sup> and 4<sup>th</sup> Saturdays of the month as approved by City Council.

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Continue to oversee the Farmer's Markets on the 2<sup>nd</sup> and 4<sup>th</sup> Saturdays of the month.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
<b>ENVIRONMENTAL CODE ENFORCEMENT/COMPLAINTS</b>				
Total code violation cases	4,274	3,433	2,860	3,525
Cases brought into voluntary compliance	1,580	1,276	1,295	1,275
Average time spent on cases brought to voluntary compliance (days)	10	10	10	10
Citations issued	114	29	23	30
Average time spent on initiation of admin/judicial action (days)	35	35	35	35
Unfounded cases	142	145	197	145
Number of code enforcement complaints received	2,634	2,087	1,541	1,800
<b>HEALTH CODE ENFORCEMENT/COMPLAINTS</b>				
Number of fixed/mobile establishments	324	440	579	600
Number of health inspections	516	373	449	550
Percent of health inspections passing on 1 <sup>st</sup> inspection	98%	95%	95%	95%
Number of health code complaints received	105	106	106	110



**COMMUNITY DEVELOPMENT  
ENVIRONMENTAL & HEALTH - 1630**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages				210,312
Materials & Supplies				500
Equipment Maintenance				7,700
Miscellaneous Services				15,030
<b>TOTAL</b>				<b>233,542</b>

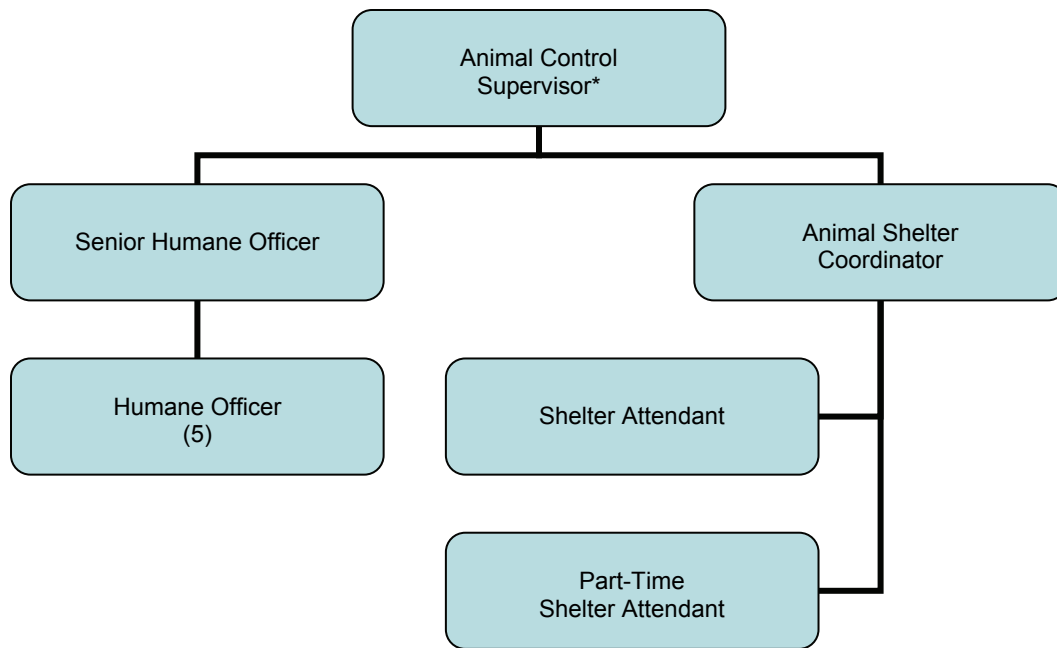
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Senior Health/Code Officer				1
Code Enforcement/Health Officer				3
<b>TOTAL</b>				<b>4</b>

New department for FY 2012. Previously a part of Inspection Services/Permits & Inspections, Department 1610.

## ANIMAL CONTROL - 1520

### MISSION STATEMENT

The mission of the Pearland Animal Control and Adoption Center is to ensure the well-being of both animals and residents of our community by delivering high quality, responsive and cost effective animal control services. We accomplish our mission by enforcing animal control laws, promoting responsible pet ownership through outreach and education, and by providing compassionate service to animals and their owners.



\*Reports to Assistant City Manager

## **ANIMAL CONTROL - 1520**

### **GOALS**

- ◇ Act as the local rabies control authority.
- ◇ Provide assistance to the Texas Department of Health Zoologist Control concerning human health (West Nile Virus, etc.).
- ◇ Enhance the local adoption program and provide education to the citizens of Pearland on the benefits of spaying and neutering.
- ◇ Enforce the Ordinances of the City of Pearland.
- ◇ Enforce the rules adopted by the Board under the area rabies quarantine provisions of Section 826.045.
- ◇ Hold impounded animals that are stray, abandoned, or quarantined.
- ◇ Provide for the care, redemption and adoption of these animals as well as the observation of quarantined animals.
- ◇ Educate the public on the impact of new State laws and ensure that compliance is enforced.
- ◇ Enforce and prosecute animal cruelty when necessary.
- ◇ Provide support to the citizens and their pets during times of disasters.

### **FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Expanded mobile adoptions to Pet Smart Fuqua, Pet Smart Silverlake, and Petco Pearland.
- ◇ Became a charitable partner with Starbucks Silverlake.
- ◇ Pressed criminal charges for cruelty to animals in partnership with Pearland Police - 12 horses.
- ◇ Created bylaws for the Animal Advisory Board, expanding their scope of focus, and saw two new community members appointed to the Board.
- ◇ Implemented paperless renewal notices for the City License program.
- ◇ Proposed and created new ordinances for review.
- ◇ Presented No Kill information for Council review.
- ◇ Created foster program for the Animal Shelter.
- ◇ Monitored and educated Dog Park users on proper etiquette in partnership with Parks and Recreation.
- ◇ Completed expansion of an addition to the Animal Shelter Kennel area, allowing a longer hold time of animals to an average 27 days.

### **FISCAL YEAR 2012 OBJECTIVES**

- ◇ Implement a web-based City License Program for the citizens, reducing administrative costs including processing time and mailing.
- ◇ Continue to reach out to area businesses for mobile pet adoptions in community.
- ◇ Create and develop adult volunteer program to assist at mobile adoptions and events.
- ◇ Continue to assist Parks and Recreation in developing the Dog Park volunteer program and problem solving.
- ◇ Continue to seek grants for the purchase of Mobile disaster, spay/neuter, and adoption van to serve the public.
- ◇ Continue to seek creative methods to place more homeless animals into new homes.

## ANIMAL CONTROL - 1520

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of animals received at shelter	2,868	2,532	2,540	2,500
Number of people coming to shelter	7,541	5,855	6,500	6,700
Total number calls for service	4,455	4,206	4,300	4,500
Number of warnings issued	2,148	3,177	3,300	3,400
Number of citations issued	124	116	190	200
Total number of animals captured or returned to wild	399	203	220	230
Number of licenses issued	2,715	2,638	2,500	3,000
Percent of animals returned to owner	22%	21%	25%	40%
Number of bite cases	43	50	110	80
Number of Priority 1 calls <sup>1</sup>	267	319	250	275
Response time for Priority 1 calls	21min14sec	35min18sec	20min0sec	20min0sec
Service call per officer	1,114	1,052	1,200	1,400
Average length of stays in shelter for impounded animals: (in days)				
Dogs/Cats	7	10	27	35
Livestock	9	16	10	10
Wildlife	1	0	1	0
Average monthly number of adoptable animals at shelter	N/A	122	120	125
Number of animals adopted	552	519	550	625
Percent adopted (monthly average, all animals) <sup>2</sup>	41%	35%	39%	42%
Number of animals euthanized	1,122	1,290	1,360	900
Number of animal cruelty cases reported	198	163	170	150

<sup>1</sup>Priority 1 calls are defined as those where there is an injured animal that needs care or there is a threat to a human, such as bite cases or possible rabies-carrying wildlife.

<sup>2</sup>The percent adopted animals is based on the number of adoptable animals at the shelter each month.

## ANIMAL CONTROL - 1520

### OVERVIEW

The Animal Control Department provides protection to public health by establishing uniform rules for the control and eradication of rabies in accordance with the Texas Health and Safety Code, and enforces applicable rules, regulations, and ordinances. While protecting the public from problems with animals, the Animal Control Department also protects the animals. The Department has a staff of ten professionally trained employees dedicated to serving the public and animals. In addition to the responsibility for impoundment of stray animals within the city limits of Pearland, the Humane Officers trap wildlife, provide for adoption of animals, respond to citizen calls of concern or emergencies, provide speakers for educational events for school and local groups, enforce State and local ordinances, remove animal carcasses from roadways, investigate animal cruelty cases, investigate animal bite cases, provide maintenance and care of the shelter facility, as well as care of all impounded animals, and seek grant funding to promote operations.

The Animal Control Department is on call 24/7 for animal related emergencies, and the shelter is open 7 days a week, except holidays. The department responds to approximately 4,500 calls for service and receives over 2,500 animals per year at the shelter.

#### Key Budget Items for FY 2012 include:

- ◇ \$15,760 for licensing program and maintenance and \$6,243 increase for cell phones for staff, training and uniforms

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	422,513	434,191	406,372	433,363
Materials & Supplies	63,706	59,818	62,355	51,009
Building Maintenance	1,599	500	760	500
Equipment Maintenance	33,758	32,691	35,047	39,727
Miscellaneous Services	52,950	72,271	65,565	75,183
Capital Outlay	488,401	102,349	103,304	
<b>TOTAL</b>	<b>1,062,927</b>	<b>701,820</b>	<b>673,403</b>	<b>599,782</b>

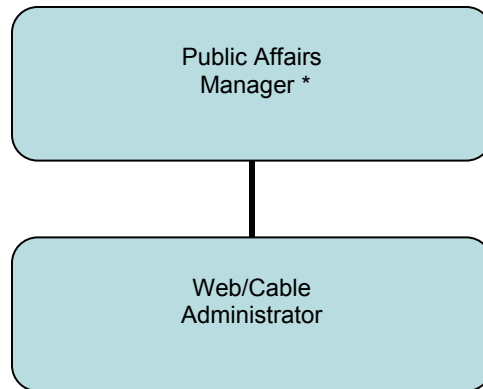
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Animal Control Supervisor	1	1	1	1
Sr. Humane Officer	1	1	1	1
Humane Officer	5	5	5	5
Animal Shelter Coordinator	1	1	1	1
Animal Shelter Attendant	1	1	1	1
Part-Time Animal Shelter Attendant	2	1	1	1
<b>TOTAL</b>	<b>11</b>	<b>10</b>	<b>10</b>	<b>10</b>

\*Same as adopted budget, unless where noted.

## **PUBLIC AFFAIRS - 1530**

### **MISSION STATEMENT**

The mission of the Public Affairs Department is to serve as the City's primary provider of internal and external communication expertise, coordination and support. The department encourages maximum citizen involvement and access, promotes employee communication, provides accurate and timely information to the media and to the community, and ensures that Pearland citizens receive trustworthy information.



\*Reports to Assistant City Manager

## PUBLIC AFFAIRS - 1530

### GOALS

- ◇ Seek new ways to forward public information to an ever-widening audience.
- ◇ Be aware of the information needs of those at all levels of the “digital divide.”
- ◇ Continue local broadcasts of specific City of Pearland events.
- ◇ Deliver a quality product in a timely, cost-efficient, and courteous manner to our internal and external customers.
- ◇ Continue to monitor and suggest cost-savings opportunities for the City of Pearland organization while ensuring continued quality.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Awards: Department received the 2011 Media Award from Keep Texas Beautiful for the 2011 Calendar and Annual Report publication.
- ◇ TV: Continued partnerships with other public entities (i.e., PISD, Counties) to air current affairs topics for broadcast to Comcast cable & AT&T Uverse subscribers (these broadcasts also ‘stream’ to the [www.cityofpearland.com](http://www.cityofpearland.com) website for those without cable or Uverse access).
- ◇ Web: The number of City News, [www.cityofpearland.com](http://www.cityofpearland.com), and Citizen Action Center users continue a healthy upward trend, resulting in reduced impact on staff time. A successful ‘re-vamp’ of the City’s website was achieved with no down-time.
- ◇ Publications: Distribution numbers for Pearland in Motion and the Annual Report & Calendar continue to trend upward, keeping pace with residential & business growth.
- ◇ Public Outreach: The press release formula remained steady for informing traditional media outlets, although distribution exclusively through Groupbuilder has expedited & expanded interaction with key news markets. ConnectCTY remains a useful tool for immediate telephone notification of significant events.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Research ways to target local TV to local needs and issues, thus increasing viewership. Look into the possibility of paid broadcast sponsorship for financial support based on the Public Television (PBS) model.
- ◇ Continue to promote public communication tools.
- ◇ Encourage public outreach interactive communication by exploring new sources.

### PERFORMANCE MEASURES

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of website pages created	731	813	860	914
Number of website pages revised	984	1,264	1,541	1,440
Number of CityView slides created and posted	964	1,154	1,438	1,380
Total number of website visits	1,884,228	2,021,770	2,042,257	2,030,000
Total Community Action Center (CAC) inquiries	8,674	9,405	10,331	10,500
Total number of CAC's needing resolution	111	26	37	55
Average number of days for CAC response	16	31	10	12
Total media relations contacts	30	32	24	22
Number of news releases written	50	34	25	28
Percent of news releases published	99%	99%	99%	99%
Percent of media requests receiving same-day response	99%	99%	99%	99%
Groupbuilder subscriptions	21,261	25,281	30,764	31,000

## PUBLIC AFFAIRS - 1530

### OVERVIEW

Pearland's Public Affairs Department serves as the City's public information office, keeping residents and employees informed of events and activities going on throughout Pearland on an ongoing basis. Public Affairs disseminates information about the City of Pearland—its functions, projects, events and programs. The Department produces and maintains the community newsletter, Pearland In Motion, manages the City's web site and government cable station, Channel 16 (CityView Form), and publishes the Pearland Annual Report and Calendar, and offers a newcomer guide for citizens, answers citizens' questions received at the Citizen Action Center, manages the Groupbuilder system, which allows citizens to sign up and receive City news and information, and coordinates the Mayor's annual State of the City Address. The Department also acts as the City's official Public Information Office during times of emergency.

#### **Key Budget Items for FY 2012 include:**

- ◇ Elimination of printing the newcomer guide and not mailing the annual calendar to the Extraterritorial Jurisdiction (ETJ), for a budget reduction of \$17,133.

### **EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	148,933	150,596	149,775	150,724
Materials & Supplies	109,235	97,962	97,862	87,745
Equipment Maintenance		4,000	4,000	4,000
Miscellaneous Services	53,084	57,211	55,832	47,347
<b>TOTAL</b>	<b>311,252</b>	<b>309,769</b>	<b>307,469</b>	<b>289,816</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Public Affairs Manager	1	1	1	1
Web Cable Administrator	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

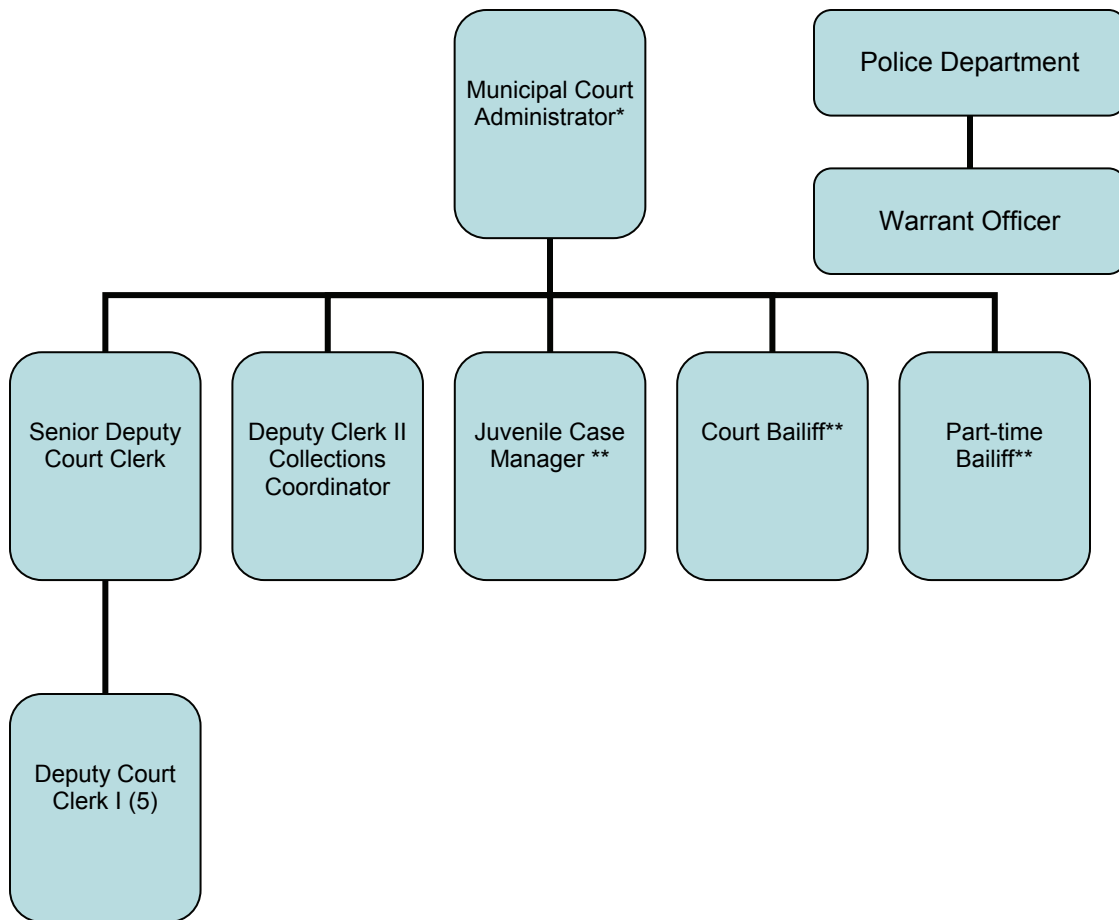
\*Same as adopted budget, unless where noted.



# MUNICIPAL COURT - 1540

## MISSION STATEMENT

The mission of the Municipal Court is to provide the citizens of Pearland, as well as City leaders, judges, law enforcement, legal professionals, and the State of Texas with a fair, just forum in Pearland Municipal Court.



\*Reports to the Assistant Director of Finance  
\*\*Positions funded in Special Revenue Funds

## MUNICIPAL COURT - 1540

### GOALS

- ◇ Uphold the Constitution, laws and legal regulations of the United States, the State of Texas and all governments therein.
- ◇ Set high standards to maintain and preserve the integrity of all cases filed in the Pearland Municipal Court of Record.
- ◇ Abide by the standards set out in the Texas Code of Judicial Conduct.
- ◇ Protect the confidentiality of all records filed.
- ◇ Remain cognizant of the needs of customers and citizens of the Pearland Municipal Court to reinforce the positive perception of the judiciary.
- ◇ Provide access and encourage education of staff to increase the level of expertise and proficiency in the affairs of the Municipal Court.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Implemented comprehensive warrant program in conjunction with the Police Department, and participated in Statewide Warrant Roundup.
- ◇ All full-time staff maintained certification with Texas Municipal Court Education Center by achieving required continuing education. One staff member increased from Level I certification to Level II.
- ◇ Researched, reviewed and presented pros/cons of Community Service and Jail Work program.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Codify and implement Juvenile Case Manager policies and procedures as required by new legislation.
- ◇ Develop Court procedure brochure for defendants to increase level of understanding and community service.
- ◇ Work in conjunction with the Police Department to develop policies and procedures for filing and retention of Search Warrants for Blood to ensure credibility of documentary evidence.
- ◇ Continue to encourage education and training of Court staff to ensure a knowledgeable and competent staff.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
<u>Number of trials prepared:</u>				
Judge Trials	1,030	996	235	250
Jury Trials	361	314	453	450
<u>Number of warrants issued:</u>				
Total	7,350	8,901	8,776	8,000
Capiases	3,908	5,017	4,506	4,000
Failure to Appear	3,442	3,884	4,270	4,000
Total number of charges brought in <sup>1</sup>	24,400	24,657	26,369	25,500
Percent Guilty Charge	46%	47%	44%	45%
Percent Charges Dismissed	10%	12%	12%	12%
Percent in Compliance <sup>1</sup>	25%	29%	29%	29%
Turnaround time from date of plea/request for trial to trial date:				
Bench Trial (number of days)	48	48	47	45
Jury Trial (average number of days)	47	37	62	60

## MUNICIPAL COURT - 1540

### PERFORMANCE MEASURES (continued)

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of Juvenile cases	N/A	592	574	550
<u>Collections:</u>				
Unpaid balance letters Issued:	2,981	3,302	4,576	4,500
Percent responded to letters with payment	25%	25%	31%	30%
Number of Failure to Appear calls	5,653	6,022	5,096	5,500
Percent responded to calls with appearance	66%	65%	56%	55%
Cases sent to Omni	4,305	5,165	6,163	6,200
Number of warrants cleared:	7,374	8,692	8,204	10,000
Warrant Officer	N/A	648	360	1,000
ALPR	N/A	241	377	500
District	N/A	17	133	150
Other	N/A	7,786	7,334	8,350
Value of warrants cleared:	N/A	\$2,657,605	\$3,266,791	\$4,000,000
ALPR - cash	N/A	\$26,106	\$58,242	\$50,000
- jail time	N/A	\$7,980	\$15,369	\$16,000
Officer Beat - cash	N/A	\$5,096	\$13,811	\$13,000
- jail time	N/A	\$4,350	\$7,200	\$7,000
Outstanding warrants	13,912	14,179	15,314	14,000
Value of outstanding warrants	\$4,222,119	\$4,231,852	\$4,927,821	\$4,500,000
Revenue collected	\$2,213,101	\$2,310,041	\$2,689,500	\$2,851,290

<sup>1</sup>Compliance - corrected registration/inspection, completed driver's safety or deferred. Percent of charges will not equal 100% as the remainder either fail to appear or are still in process for hearing.

## MUNICIPAL COURT - 1540

### OVERVIEW

The Municipal Court has original jurisdiction over Class C misdemeanors and City Code violations which occur within the corporate city limits of Pearland and are punishable by fine only. It is the function of the Municipal Court to provide accessible, efficient and well-reasoned resolution of all the court's cases. The staff maintains a modern computerized record and money management system for over 25,000 cases processed by the Court each year. The Court office maintains standing judicial orders that may allow disposal of a case without appearing at an official arraignment. Additionally, the court is responsible for collecting fines as well as numerous court costs that must be accounted for and sent to the State comptroller's office on a quarterly basis. The Court reports to the Finance Department.

#### Key Budget Items for FY 2012 include:

- ◇ Reinstitution of pretrial hearings for \$17,100 and brochure for \$2,500
- ◇ Special Revenue Fund funds one (1) Bailiff for \$45,590, one (1) Juvenile Case Manager for \$57,536 and one (1) part-time Bailiff for \$13,842 for a reduction in the General Fund.
- ◇ Reduction taken of \$1,018 in advertising
- ◇ FY 2011 mid-year elimination of Part-time Deputy Court Clerk

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	622,609	679,102	616,805	569,378
Materials & Supplies	6,826	7,570	8,370	9,045
Equipment Maintenance		1,100	218	1,600
Miscellaneous Services	30,542	35,452	36,502	37,002
Sundry Charges	1,923	2,500	2,500	2,500
Capital Outlay		36,245	36,245	
<b>TOTAL</b>	<b>661,900</b>	<b>761,969</b>	<b>700,640</b>	<b>619,525</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Municipal Court Administrator	1	1	1	1
Warrant Officer**		1	1	1
Juvenile Case Manager***	1	1	1	1
Deputy Court Clerk I	6	5	5	5
Senior Deputy Court Clerk	1	1	1	1
Deputy Court Clerk II	1	1	1	1
Court Bailiff***	1	1	1	1
Part-Time Bailiff***			1	1
Part-Time Deputy Court Clerk I		1		
<b>TOTAL</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>

\*Same as adopted budget, unless where noted.

\*\*This position reports to the Police Department.

\*\*\*These positions funded in Special Revenue Funds effective FY 2012

## PLANNING DEPARTMENT - 1550

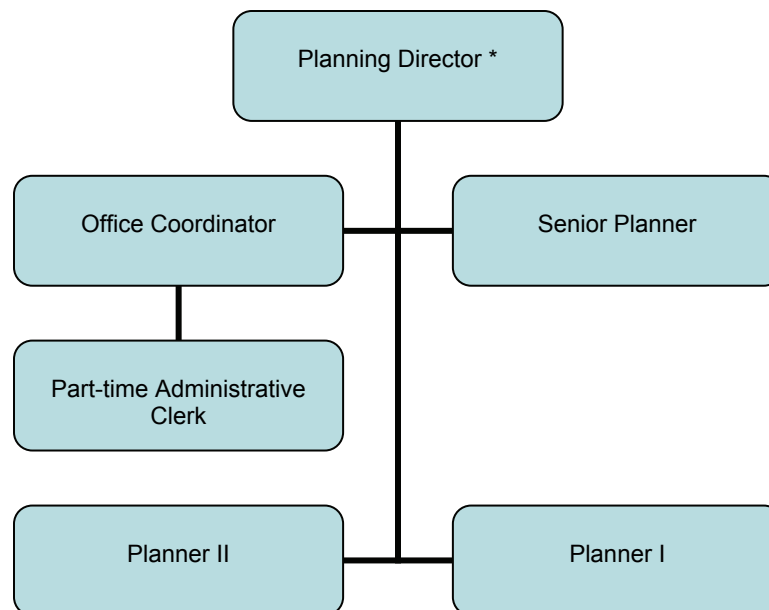
### VISION STATEMENT

To guide the growth and redevelopment of the City, in a well planned and sustainable manner, whereby enhancing the quality of life for residents while encouraging future economic development.

### MISSION STATEMENT

The Planning Department is responsible for facilitating the development process in the City of Pearland, mainly by meeting with developers, property owners, and other interested parties, and developing and maintaining short- and long-range plans for the growth of the City, in order to create and maintain a desirable land use pattern for an enhanced quality of life for our citizens.

The Planning Department administers the Comprehensive Plan, the Unified Development Code, and ensures the health, safety, and welfare of citizens and property by regulating the use of land within the corporate limits of the City of Pearland. The Planning Department is responsible for processing and reviewing applications for zone changes, variance requests, and subdivision plats. The Planning Department makes recommendations to the Planning and Zoning Commission and City Council on various planning, development, and land use related activities.



\*Reports to Assistant City Manager

## **PLANNING DEPARTMENT - 1550**

### **GOALS**

- ◇ Ensure that the City of Pearland is a desirable place for people to live, work and recreate and promote balanced and sustainable growth.
- ◇ Ensure safe and pedestrian friendly neighborhoods.
- ◇ Provide an environment where businesses can thrive and flourish.
- ◇ Provide a high level of customer service to our citizens, developers, elected and appointed officials, and other City staff.
- ◇ Apply sound and current planning principles while planning for the City.
- ◇ Encourage professional growth of all department employees and encourage their advancement.

### **FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Completed short-term annexation procedures for the areas identified by the City.
- ◇ Completed long-term annexation strategy for Area 5 with an improved communications plan.
- ◇ Completed zoning studies for annexation areas.
- ◇ Assisted in formulation and adoption of the Spectrum Development Plan.
- ◇ Commenced overall Comprehensive Plan Update process.
- ◇ Updated Land Use Matrix.
- ◇ Assisted in the implementation of The Old Townsite Development Plan, specifically assisted in Grand Boulevard Plans and amended Unified Development Code to facilitate development in accordance with the Old Townsite Development Plan.
- ◇ Applied for grants and coordinated planning of Project Stars monument.
- ◇ Completed annual update of the Unified Development Code.
- ◇ Organized Planning information meetings with the public and development community to continually update them of department's functions, approval processes, ordinance changes and new projects.
- ◇ Completed annual training program for Planning and Zoning Commissioners and Zoning Board of Adjustments. Evaluated training needs and modified the training schedule accordingly.
- ◇ Continued to provide population updates and special studies.
- ◇ Published Community Development newsletter quarterly.
- ◇ Participated in "Adopt a Street Program" as a team building activity for the Planning Department.
- ◇ Continued scanning and electronic filing of all public records and documents.
- ◇ Completed annual update of the Leadership Plan and Strategic Plan for the department.
- ◇ Assisted Economic Alliance of Port Authority of Houston on the Corridor Standards for the San Jacinto Texas Historic District.
- ◇ Gained AICP certification of one additional staff member.
- ◇ Created the Planning Internship program. Assisted Planning and Zoning Commission in formulating their Strategic Priorities for 2011.
- ◇ Two staff members completed Strategic Supervisors Series training.
- ◇ Made presentations to local civic organizations regarding Planning topics.
- ◇ Received Planning Excellence Award from the American Planning Association and Scenic City Award (Gold) from Scenic City Organization.

### **FISCAL YEAR 2012 OBJECTIVES**

- ◇ Assist in adoption of the Lower Kirby Development Plan.
- ◇ Assist in the construction of Project Stars monument.
- ◇ Assist in completion and implementation of Grand Boulevard Plans.
- ◇ Assist in Annexation of MUD 4.
- ◇ One staff member to complete Strategic Supervisory Training and one to complete Succession Planning Program.
- ◇ Continue professional training for staff and Planning and Zoning Commission and Zoning Board.
- ◇ Pursue LEED ND certification for one staff member.

## PLANNING DEPARTMENT - 1550

### FISCAL YEAR 2012 OBJECTIVES

(continued)

- ◇ Represent Pearland in regional committees such as Pedestrian Bicycle Subcommittee, and Transportation Subcommittees of the Houston-Galveston Area Council.
- ◇ Update Planning and Zoning Strategic Priorities for 2012.
- ◇ Provide population updates and work with Census Bureau in re-evaluating population estimates for Pearland.
- ◇ Annual Unified Development Code update.
- ◇ Continue to participate in "Adopt a Street Program" as a team building activity for the Planning Department.
- ◇ Create a parcel-based zoning layer in GIS.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Zone change applications	22	22	23	23
Planned unit developments	4	4	2	5
ZBA cases <sup>1</sup>	25	15	22	24
Pre-development meetings	149	126	138	140
<u>Plat Approvals:</u>				
Total	48	38	45	53
Final	42	31	33	35
Preliminary	6	7	12	18
Zoning map/text amendments	3	2	1	3
Site plans reviewed	210	99	90	92
Number of commercial reviews for CO's, permits and buildouts reviewed	524	489	392	400
Percent of commercial reviews for CO's, permits and buildouts reviewed within 5 days	100%	100%	100%	100%
Number of Single Family Residential Plans reviewed	662	679	664	670
Percent of Single Family Residential Plans reviewed within 5 days	100%	100%	100%	100%
Number of Sign Permits reviewed	351	343	273	280
Percent of Sign Permits reviewed within 5 days	100%	100%	100%	100%

<sup>1</sup>ZBA - Zoning Board of Adjustment.

<sup>2</sup>CO's - Certificates of Occupancy.

## PLANNING DEPARTMENT - 1550

### OVERVIEW

The Planning Department is responsible for facilitating the development process in the City of Pearland, mainly by meeting with developers, property owners, and other interested parties, and developing and maintaining short and long range plans for the growth of the City, in order to create and maintain a desirable land-use pattern for an enhanced quality of life for our citizens.

All planning and development activities are monitored by the Department through zoning regulations, land use and subdivision ordinances, pre-development and development review committee meetings, and other activities centered on quality growth and development of the community.

Once a year the Planning Department hosts a Planning Day event, a public outreach and education program that benefits the citizens of Pearland, as well as apprises the development community of ordinances and requirements that address the needs and concerns of the community.

#### Key Budget Items for FY 2012 include:

- ◇ Funds of \$9,105 in professional development, memberships and travel for additional staff to attend conferences, and memberships in Lewis-McClain listserv and Urban Land Institute (ULI)
- ◇ \$1,735 for upgrade of PC to laptop and additional cell phone
- ◇ Budget reduction of \$9,080 taken in professional development

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	463,262	423,274	417,257	385,256
Materials & Supplies	14,328	27,191	26,086	17,925
Equipment Maintenance	544	1,200	1,214	1,214
Miscellaneous Services	103,168	62,698	23,812	37,765
Sundry Charges	1,386	2,000	2,000	2,500
Inventory		2,300	2,127	1,000
<b>TOTAL</b>	<b>582,688</b>	<b>518,663</b>	<b>472,496</b>	<b>445,660</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Planning Director	1	1	1	1
Plan & Plat Administrator	1	0	0	0
Senior Planner	1	1	1	1
Planner I	1	1	1	1
Planner II	0	1	1	1
Planning Technician	1	0	0	0
Office Coordinator	1	1	1	1
Part-Time Clerk	1	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>6</b>

\*Same as adopted budget, unless where noted.

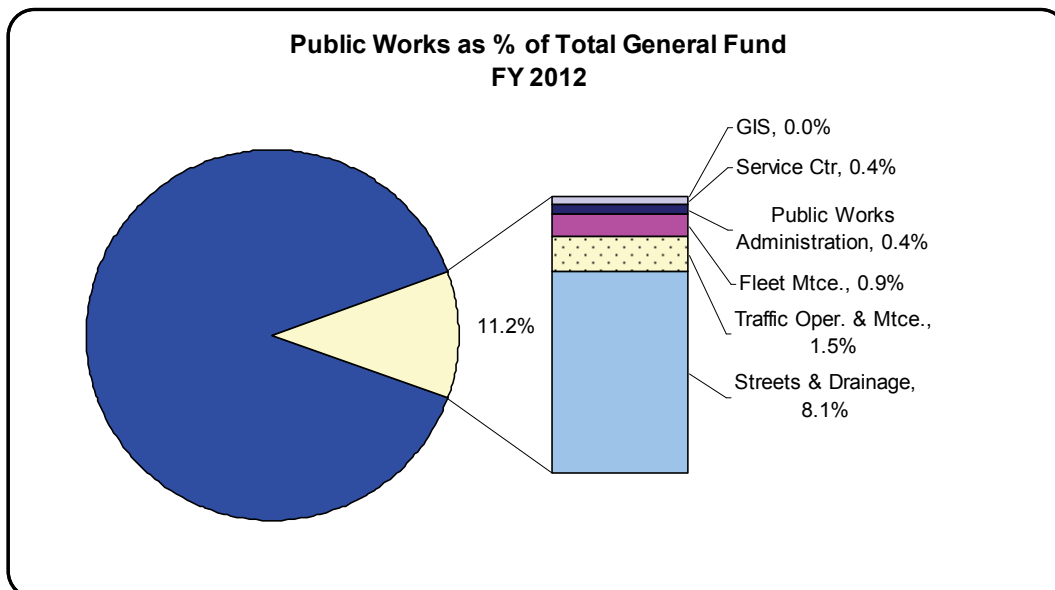


**PUBLIC WORKS  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES BY DEPT / DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Administration	308,997	187,087	195,386	211,587
Fleet Maintenance	471,415	427,220	433,005	452,526
Traffic Operations & Maintenance	398,034	814,158	740,696	750,857
GIS		57,354	49,669	
Streets & Drainage	4,357,672	4,294,666	4,301,403	4,173,087
Service Center	216,162	96,623	88,934	185,918
<b>PUBLIC WORKS TOTAL</b>	<b>5,752,280</b>	<b>5,877,108</b>	<b>5,809,093</b>	<b>5,773,975</b>

<b>EXPENDITURES BY CATEGORY</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	1,676,398	1,738,554	1,684,419	1,737,646
Materials & Supplies	364,551	440,421	415,078	450,121
Building Maintenance	425,768	752,235	752,232	659,000
Equipment Maintenance	186,455	204,429	236,617	264,943
Miscellaneous Services	1,862,207	2,003,702	2,022,140	2,177,508
Inventory	7,848	5,367	5,367	1,500
Capital Outlay	1,229,053	732,400	693,240	483,257
<b>PUBLIC WORKS TOTAL</b>	<b>5,752,280</b>	<b>5,877,108</b>	<b>5,809,093</b>	<b>5,773,975</b>



**PUBLIC WORKS  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENDITURE AND STAFFING SUMMARY**

<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Administration	4	1.5	1.5	1.75
Fleet Maintenance	8	7	7	7
Traffic Operations & Maintenance	4	6	6	6
PW GIS*		0.75	0.75	
Streets & Drainage	17	17	17	17
Service Center				
<b>PUBLIC WORKS TOTAL</b>	<b>33</b>	<b>32.25</b>	<b>32.25</b>	<b>31.75</b>

\*Same as adopted budget unless where noted. Transferred to Water/Sewer Fund in FY 2012.

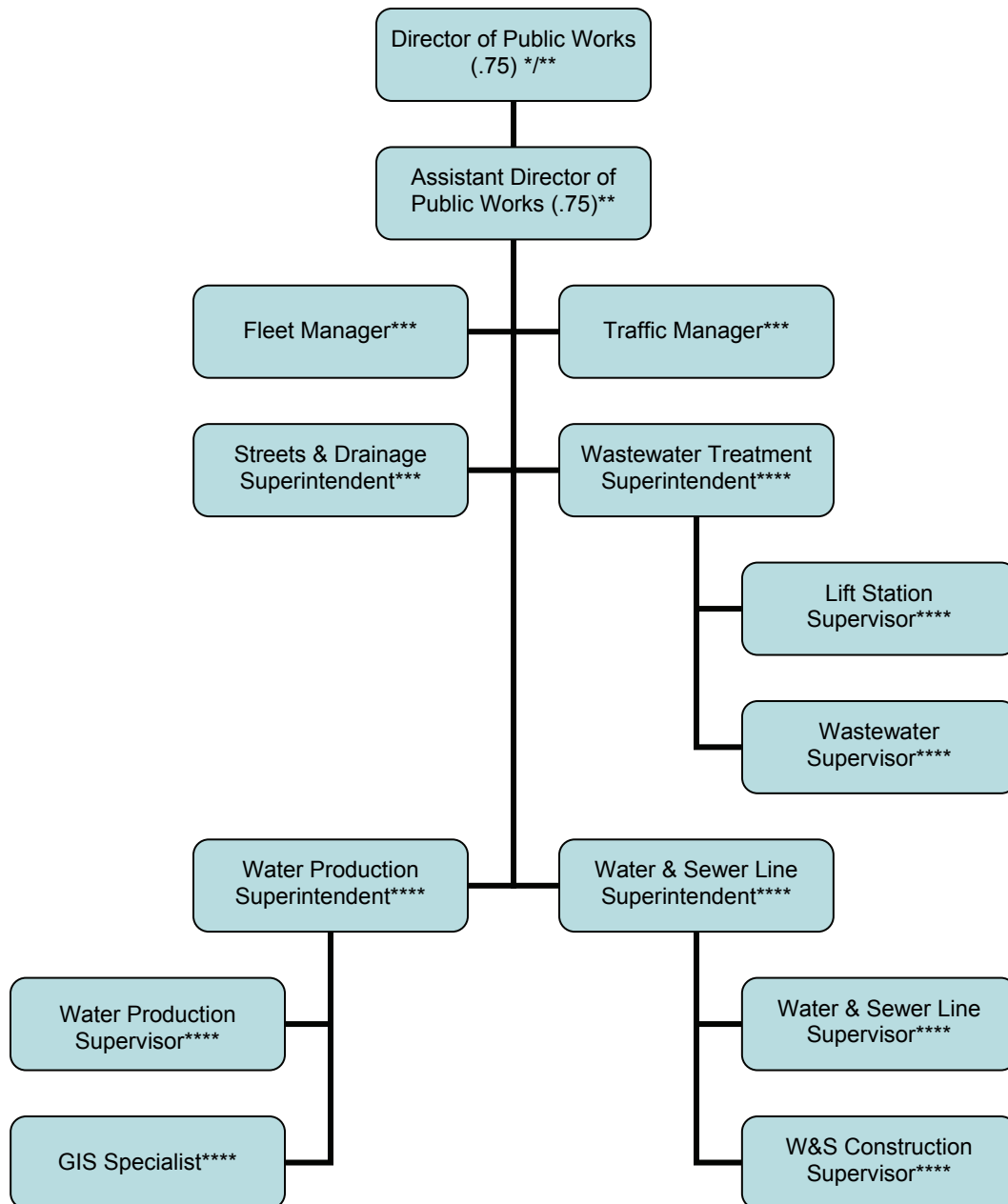
# PUBLIC WORKS

## VISION STATEMENT

The Public Works Department will work in partnership with all City departments to meet the current and future needs of our community by offering professional expertise, supporting City Council goals, providing quality workmanship, and developing future leaders.

## MISSION STATEMENT

The mission of the Public Works Department is to provide quick, professional, quality, cost-effective service to all customers within our community: Residents, Businesses, and City Staff.



\*Reports to Assistant City Manager

\*\*Positions are funded 25% in General Fund and 75% in Water & Sewer Fund

\*\*\*Positions funded 100% in General Fund

\*\*\*\*Positions funded 100% in Water & Sewer Fund

## PUBLIC WORKS

### OVERVIEW

The Public Works divisions maintain the City streets, drainage and water and sewer systems. There are a total of eleven (10) divisions managed by Public Works Administration, four (4) of which are funded from the General Fund and six (6) from the Water & Sewer Fund. The four divisions, in addition to the Administration Office, that are in the General Fund, include Fleet Maintenance, Traffic Operations and Maintenance, Streets & Drainage, and the Service Center.

The Fleet Maintenance Division manages City vehicles and motorized equipment, including preventive maintenance and repairs. The Service Center maintains the fuel operations of the City and maintains records of consumption. The Service Center also maintains and distributes storeroom equipment and supplies to the various City departments.

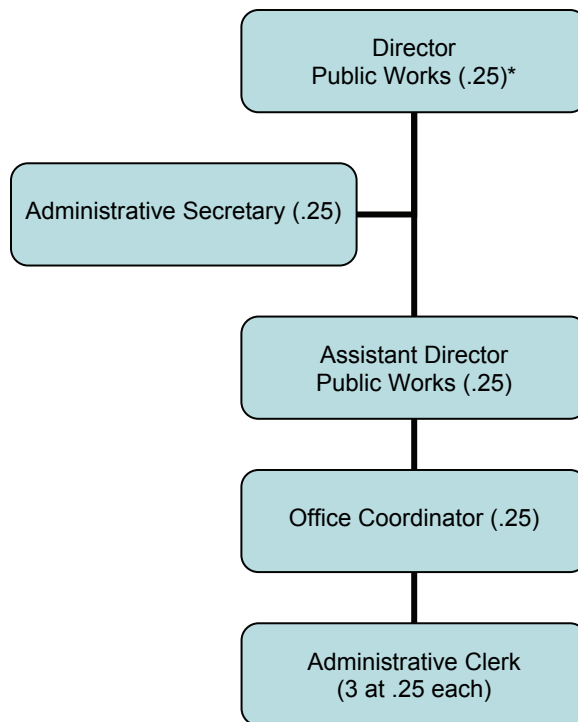
Traffic Operations and Maintenance is responsible for the maintenance of the city's traffic signals. During Fiscal Year 2011, TxDOT transferred the responsibility for the maintenance of 42 traffic signals to the City, adding to the 20 already under the City's responsibility. The responsibility of maintaining high mast lighting in the Pearland City limits also falls under this division. This division is also responsible for street sign maintenance and installation and pavement markings.

Streets & Drainage is responsible for maintaining and managing the City's streets, sidewalks, and ditches. This division provides street sweeping, pothole patching, culvert setting, and cleans storm drains, inlets and lines. This division maintains approximately 362 centerline miles or 806 lane miles of streets and roadways and over 165 miles of existing storm sewer system throughout the City.

#### **Key Budget Items for FY 2012 include:**

- ◇ The addition of 0.25 FTE for a full-time Administrative Clerk, 0.75 FTE funded from the Water/Sewer Fund
- ◇ Funding of \$15,885 for the purchase of an 18,000 lb. 4-post lift for Fleet Maintenance
- ◇ Purchase and outfitting of a bucket truck for Traffic Operations & Maintenance
- ◇ Full-year costs associated with take-over of TxDOT traffic signals and high mast
- ◇ Full funding of the Public Works GIS Department transferred to the Water/Sewer Fund
- ◇ Funding of \$550,000 for asphalt road rehabilitation and \$331,072 for sidewalk replacement
- ◇ Purchase of a replacement vector debris body tank and rear door for \$88,850 and two replacement vehicles for \$47,450
- ◇ Budget reduction of \$200,000 taken due to use of reimbursed TxDOT funds for pavement and sidewalk
- ◇ Funding for a generator maintenance contract and related fuel

## PUBLIC WORKS ADMINISTRATION - 3520



\*Reports to Assistant City Manager

## PUBLIC WORKS ADMINISTRATION - 3520

### GOALS

- ◇ Acquire and disseminate knowledge or information that impacts the Public Works Department.
- ◇ Forecast manpower, equipment, and budget requirements for the department based on projections of City growth.
- ◇ Interact with agencies outside the City on behalf of the Public Works Department.
- ◇ Enhance employees' growth and ownership by offering and monitoring continuing education in all fields of Public Works.
- ◇ Develop a mind set for safety awareness.
- ◇ Provide quality customer service in a timely manner.
- ◇ Facilitate cooperation with other City departments.
- ◇ Educate the citizens about the role of Public Works and the services we provide.
- ◇ Routinely and persistently acknowledge the pride, quality, dedication and commitment that the Public Works employees contribute to the City of Pearland.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Managed Public Works response to critical events regarding both freeze and drought.
- ◇ Maintained overall Public Works budget within 3% of original requested budget.
- ◇ Assisted Projects Department through plan review and participation in engineering and construction meetings.
- ◇ Assisted City Engineering department with review and revision of City technical specifications and standards as needed.
- ◇ Oversaw traffic signal takeover from TxDOT in cooperation with Engineering department.
- ◇ Continued to assist Projects department during construction of Service Center Annex at Hillhouse Road.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Ensure a smooth transition to traffic and fueling operations at the Hillhouse Service Center Annex.
- ◇ Ensure all Public Works supervisory personnel have access to needed training and education.
- ◇ Encourage all Public Works departments to practice sound financial decision making.
- ◇ Assist other City departments as needed.
- ◇ Improve and expand departmental planning efforts.

### PERFORMANCE MEASURES

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Work orders completed	20,213	18,632	16,834	18,000
Timesheets processed	2,040	2,204	2,328	2,380
Number of Pearland Proud calls for <b>all</b> City staff	289	251	188	200
Pearland Proud work orders completed by Public Works	183	172	130	150
Percent of Pearland Proud calls resulting in work orders <sup>1</sup>	63%	69%	69%	75%
Citizen inquiries response time: percent within 1-2 business days <sup>2</sup>	100%	100%	100%	100%

<sup>1</sup>FY 2009 calls do not include Hurricane Ike related calls as Public Works proceeded with hurricane-related items without receiving an external call.

<sup>2</sup>Response time was revised from 7 business days to 1-2 business days as of May 2011.

**PUBLIC WORKS ADMINISTRATION - 3520**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	232,659	106,803	107,950	116,772
Materials & Supplies	17,614	18,200	19,200	19,210
Equipment Maintenance	977	2,876	2,876	2,776
Inventory				1,500
Miscellaneous Services	57,747	59,208	65,360	71,329
<b>TOTAL</b>	<b>308,997</b>	<b>187,087</b>	<b>195,386</b>	<b>211,587</b>

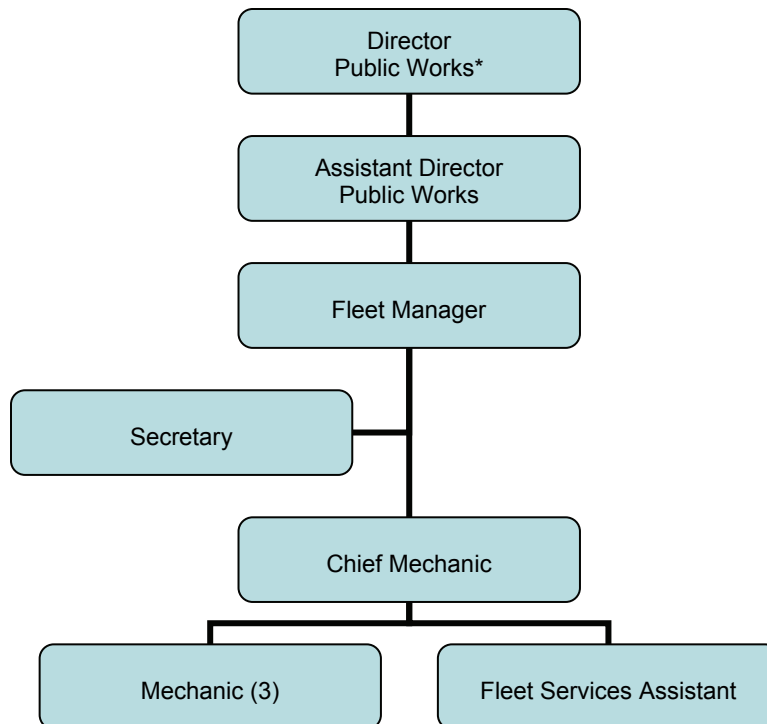
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Director of Public Works	0.5	0.25	0.25	0.25
Assistant Director of Public Works	0.5	0.25	0.25	0.25
GPS Tech I	0.5			
GPS Tech II	0.5			
Administrative Clerk	1	0.5	0.5	0.75
Administrative Secretary	0.5	0.25	0.25	0.25
Office Coordinator	0.5	0.25	0.25	0.25
<b>TOTAL</b>	<b>4</b>	<b>1.5</b>	<b>1.5</b>	<b>1.75</b>

\*Same as adopted budget unless where noted.

## FLEET MAINTENANCE - 3530

### MISSION STATEMENT

The mission of the Public Works Fleet Maintenance Division is to: 1) provide complete vehicle and equipment maintenance for the entire City fleet; 2) provide knowledge and training to all City employees regarding fleet issues; 3) research and recommend appropriate vehicles or equipment for the expected use; and 4) aggressively seek out new technologies for alternative fuels and environmentally friendly vehicles.



\*Reports to Assistant City Manager



## FLEET MAINTENANCE - 3530

### GOALS

- ◇ Ensure safe, reliable transportation and operation by providing repairs in compliance with industry standards, followed up with complete visual inspection for quality assurance.
- ◇ Provide fueling support during emergency situations.
- ◇ Reduce the cost of dealership diagnostic and repair fees, as well as minimize downtime with quick service.
- ◇ Research and recommend appropriate vehicles for each City department, including “green” technologies.
- ◇ Develop personnel for leadership roles.
- ◇ Develop a mind set for safety awareness.
- ◇ Provide quality customer service in a timely manner.
- ◇ Provide training to all City employees operating fleet vehicles.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Successfully launched collaboration between mechanics and administrative support to maintain up-to-date vehicle status, physical condition, and operational cost.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Effectively establish a scheduled maintenance tracking system and implement a communication procedure to notify employees of vehicle status, with the purpose of minimizing downtime.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Total number of work orders <sup>1</sup>	5,119	4,135	4,157	4,400
Jobs completed internally	1,965	1,453	2,180	2,400
Jobs completed externally <sup>2</sup>	1,287	941	1,230	1,200
Preventive maintenance	1,867	1,741	747	800
Number of brake jobs	448	381	384	400
Jobs completed for public safety vehicles	N/A	N/A	1,194	1,100
Number of public safety vehicles <sup>3</sup>	N/A	N/A	217	221
Fleet equipment inventory <sup>3</sup>	250	253	260	265
Vehicle inventory, cars/trucks/motorcycles <sup>3</sup>	365	355	409	416
Percent of fleet exceeding replacement criteria	N/A	N/A	22%	25%

<sup>1</sup>Total number of work orders includes jobs completed internally, externally, and preventive maintenance.

Brake jobs and public safety vehicles are included within the number of jobs completed internally and externally.

<sup>2</sup>Jobs completed externally include specialized work such as transmission repairs and warranty work.

<sup>3</sup>Decreases in inventory reflect surplus of vehicles auctioned off. Increases reflect new purchases which may be offset with those sold. Vehicle inventory includes public safety vehicles.

## FLEET MAINTENANCE - 3530

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	389,641	392,170	393,994	397,224
Materials & Supplies	2,927	4,600	6,669	5,637
Equipment Maintenance	14,659	15,700	26,240	27,140
Miscellaneous Services	5,965	14,750	6,102	6,640
Inventory	5,273			
Capital Outlay	52,950			15,885
<b>TOTAL</b>	<b>471,415</b>	<b>427,220</b>	<b>433,005</b>	<b>452,526</b>

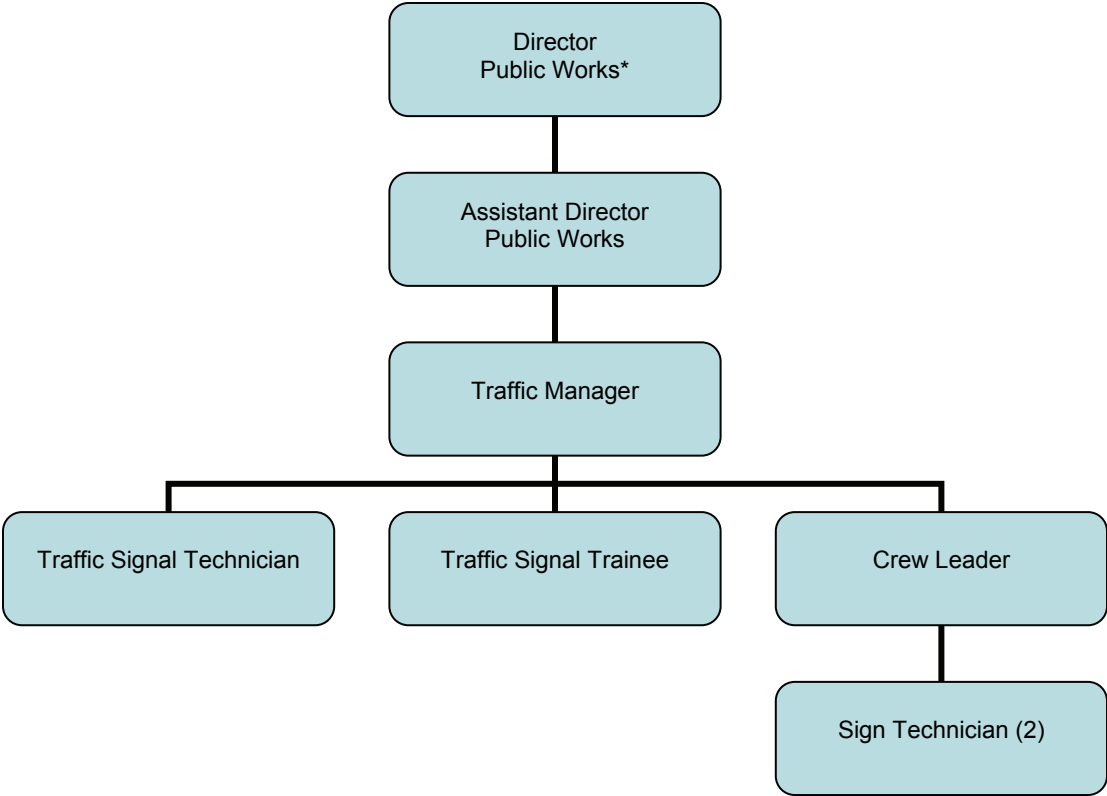
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Fleet Manager	1	1	1	1
Chief Mechanic	1	1	1	1
Mechanic I	3	3	3	3
Electrician	1			
Fleet Services Assistant	1	1	1	1
Secretary	1	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>7</b>

\*Same as adopted budget unless where noted.

**TRAFFIC OPERATIONS & MAINTENANCE - 3540**

**MISSION STATEMENT**

The mission of the Public Works Traffic Operations & Maintenance Division is to enhance mobility throughout the City through continual evaluation and maintenance of the transportation infrastructure.



\*Reports to Assistant City Manager

## TRAFFIC OPERATIONS & MAINTENANCE - 3540

### GOALS

- ◇ Ensure City streets are easily navigable through installation and maintenance of correct signs, striping, and traffic signals.
- ◇ Evaluate and refine traffic signal timing to improve mobility and reduce congestion.
- ◇ Develop personnel for leadership roles.
- ◇ Develop a mind set for safety awareness.
- ◇ Provide quality customer service in a timely manner.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Fully staffed the Traffic Operations Division.
- ◇ Completed survey of existing TxDOT traffic signals as well as agreement for turnover of signal operation and maintenance.
- ◇ Took over TxDOT traffic signals that are not under construction.
- ◇ Developed a schedule for traffic signal preventive maintenance.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Complete annual preventive maintenance on every intersection that has a signal(s).
- ◇ Complete installation of Adaptive Signal System.
- ◇ Complete construction of the Traffic Operations Center at the Hillhouse Service Center Annex.
- ◇ Continue development of GPS system for tracking and checking reflectivity of all City traffic control signs.
- ◇ Continue installation of pre-emption equipment at intersections that have a signal(s).
- ◇ Take over an additional 12 traffic signals due to construction completion, 6 on FM 2234, 4 on FM 865 and 2 on Dixie Farm Road.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of traffic signals maintained by City staff (intersections)	12	22	62	74
Number of traffic signal repairs	50	84	289	480
Percent completed by City personnel	21%	56%	51%	80%
Percent completed by contractor	79%	44%	12%	20%
Percent referred to TxDOT	N/A	N/A	37%	0%
Sign maintenance (number of signs)	2,864	2,049	1,588	1,500
Number of after-hours call outs - signs*	N/A	N/A	N/A	N/A*
Number of after-hours call outs - signals*	N/A	N/A	N/A	N/A*
Number of after-hours call outs - other*	N/A	N/A	N/A	N/A*
Percent of emergency calls response within 1 hour	N/A	N/A	100%	100%
Percent of non-emergency calls response within 1 day	N/A	N/A	98%	95%

\*Data is not available at this time but will be collected in FY 2012.

## TRAFFIC OPERATIONS & MAINTENANCE - 3540

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	158,822	281,150	266,654	308,862
Materials & Supplies	83,583	175,434	152,334	175,434
Building Maintenance	99,041	95,000	95,000	95,000
Equipment Maintenance	16,369	24,100	31,213	30,213
Miscellaneous Services	38,285	99,808	78,496	141,348
Inventory	1,934	5,367	5,367	
Capital Outlay		133,299	111,632	
<b>TOTAL</b>	<b>398,034</b>	<b>814,158</b>	<b>740,696</b>	<b>750,857</b>

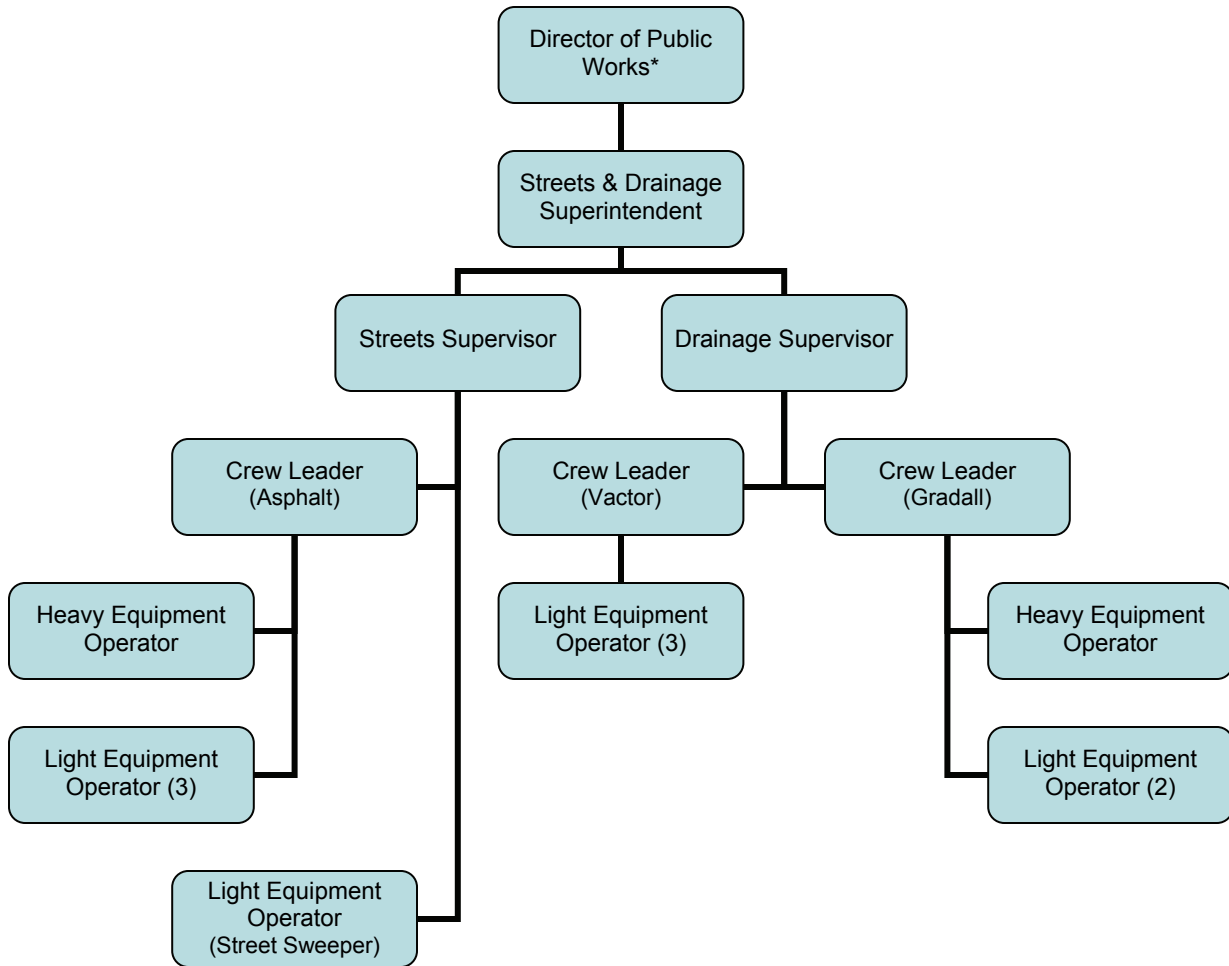
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Traffic Manager	1	1	1	1
Streets & Drainage Crew Leader	1	1	1	1
Traffic Signal Technician		2	1	1
Traffic Signal Trainee			1	1
Light Equipment Operator	1	1		
Sign Technician	1	1	2	2
<b>TOTAL</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>6</b>

\*Same as adopted budget unless where noted.

# STREETS & DRAINAGE - 3570

## MISSION STATEMENT

The mission of the Public Works Streets & Drainage Division is to create and maintain a safe and effective transportation and storm water drainage infrastructure throughout the City to meet the needs of the citizens and businesses of Pearland.



\*Reports to Assistant City Manager

## STREETS & DRAINAGE - 3570

### GOALS

- ◇ Provide reliable, safe, and dependable roadways through systematic inspection and repair.
- ◇ Ensure that there is an effective flow of storm water to the outfall.
- ◇ Enhance the appearance of City streets through sweeping and appropriate maintenance.
- ◇ Develop personnel for leadership roles.
- ◇ Develop a mind set for safety awareness.
- ◇ Provide quality customer service in a timely manner.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Installed over 3,200 linear feet of drainage structures.
- ◇ Cleaned over 30,000 linear feet of open ditches and culverts with City crews.
- ◇ Completed overlay of 12.9 miles of asphalt pavement with Brazoria County and contractor assistance.
- ◇ Extended Sterling Road to the west.
- ◇ Repaired over 1,500 potholes.
- ◇ Swept over 1,299 lane miles of concrete pavement streets.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Mill and overlay nine miles of asphalt streets, including:
  - Hughes Ranch Road
  - O'Day Road
  - Roads within Sleepy Hollow subdivision
  - East Industrial Dr.
  - Other roads as indicated by the asphalt road rehabilitation plan.
- ◇ Install or replace over 60,000 linear feet of sidewalk through contract.
- ◇ Widen Hughes Ranch Road at Bryan St. in order to install turn lane.
- ◇ Regrade drainage ditch between Fite and Magnolia to the east of schools.
- ◇ Assist in excavation of new detention pond behind former police department building.
- ◇ Complete drainage project at CR 94 and Southfork with Brazoria County assistance.
- ◇ Use City crews to identify and rate the condition of all non-concrete pavement streets within the City limits.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Total Ditch/Culvert cleaning (feet)	59,052	71,179	45,762	70,000
Ditch cleaning (feet)	N/A	N/A	N/A	60,000
Culvert cleaning (feet)	N/A	N/A	N/A	10,000
Ditch/Culvert cleaning (miles)	11.2	13.5	8.7	11.4
Feet of culvert pipe installed/replaced	N/A	2,466	1,996	1,500
Street overlay projects (miles)	5.3	0.3	12.9	9.0
Sidewalks installed (linear feet)	4,743	12,603	5,100	60,000
Street lane miles <sup>1</sup>	807	807	806	810
Street Sweeping (miles)	2,561	2,239	1,299	1,500
Percent of street sweeping done on schedule	100%	94%	67%	95%
Percent of lane miles in need of repair (asphalt)	40%	38%	37%	35%
Zip and cap (overlay) asphalt pavement repairs (sq. ft.)	N/A	N/A	N/A	9
Street repairs response time, asphalt only,				
Percent within 3 days	97%	93%	88%	95%
Number of potholes repaired	N/A	5,361	1,737	2,400

<sup>1</sup>Represents the maximum reported during the year and is valuable only to show number of miles maintained.

## STREETS & DRAINAGE - 3570

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	895,276	918,952	876,317	914,788
Materials & Supplies	232,465	214,162	212,712	227,840
Building Maintenance	310,027	643,235	643,235	550,000
Equipment Maintenance	150,170	147,278	168,881	143,881
Miscellaneous Services	1,710,487	1,771,938	1,818,650	1,869,206
Inventory	641			
Capital Outlay	1,058,606	599,101	581,608	467,372
<b>TOTAL</b>	<b>4,357,672</b>	<b>4,294,666</b>	<b>4,301,403</b>	<b>4,173,087</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Street and Drainage Superintendent	1	1	1	1
Street and Drainage Supervisor	2	2	2	2
Street and Drainage Crew Leader	3	3	3	3
Heavy Equipment Operator	2	2	2	2
Light Equipment Operator	9	9	9	9
<b>TOTAL</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>

\*Same as adopted budget unless where noted.



## SERVICE CENTER - 3590

### MISSION STATEMENT

The mission of the Public Works Service Center is to provide an interdepartmental service for distribution of parts and supplies, and fuel.

### GOALS

- ◇ Conveniently provide personal protective equipment at a lower cost.
- ◇ Provide 24-hour fueling at the fuel island and make it possible to continue normal operations during emergency situations when public fueling stations are unavailable.
- ◇ Provide support for fleet through parts inventory, keeping essential parts in stock for quick repairs and preventive maintenance.
- ◇ Develop a mind set for safety awareness.
- ◇ Provide quality customer service in a timely manner.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Completed hardware and software upgrades to existing fuel pumps at Orange Street facility in order to enable compatibility with the future Hillhouse Road Service Center Annex.
- ◇ Completed installation of software management system to allow access to fuel and inventory in the safest, most reliable, and most efficient manner.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Complete implementation of fueling system at the Hillhouse Road Service Center Annex.

### PERFORMANCE MEASURES

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Items inventoried	883	954	1,810	1,900
Fuel issued - gasoline (gallons)	236,725	272,974	278,485	280,000
Fuel issued - diesel (gallons)	76,871	81,448	82,979	82,000
Cost of fuel - gasoline (per gal.)*	\$2.05	\$2.25	\$2.84	\$3.50
Cost of fuel - diesel (per gal.)*	\$2.17	\$2.44	\$3.05	\$3.60

\*Cost at end of fiscal year, September 30.

## SERVICE CENTER - 3590

### EXPENDITURE AND STAFFING SUMMARY

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Materials & Supplies	27,962	23,400	20,518	22,000
Building Maintenance	16,700	14,000	13,997	14,000
Equipment Maintenance	4,280	6,100	4,600	60,933
Miscellaneous Services	49,723	53,123	49,819	88,985
Capital Outlay	117,497			
<b>TOTAL</b>	<b>216,162</b>	<b>96,623</b>	<b>88,934</b>	<b>185,918</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
N/A				
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Same as adopted budget unless where noted.

**PUBLIC WORKS  
GEOGRAPHICAL INFORMATION SYSTEM (GIS) - 3548**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget **</b>
Salaries & Wages		39,479	39,504	
Materials & Supplies		4,625	3,645	
Equipment Maintenance		8,375	2,807	
Miscellaneous Services		4,875	3,713	
<b>TOTAL</b>		<b>57,354</b>	<b>49,669</b>	

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget **</b>
GIS Technician		0.25	0.25	
GPS Field Tech I		0.25	0.25	
GPS Field Tech II		0.25	0.25	
<b>TOTAL</b>		<b>0.75</b>	<b>0.75</b>	

\*Same as adopted budget unless where noted

\*\*In FY 2012, full funding of this department is transferred to the Water/Sewer Fund



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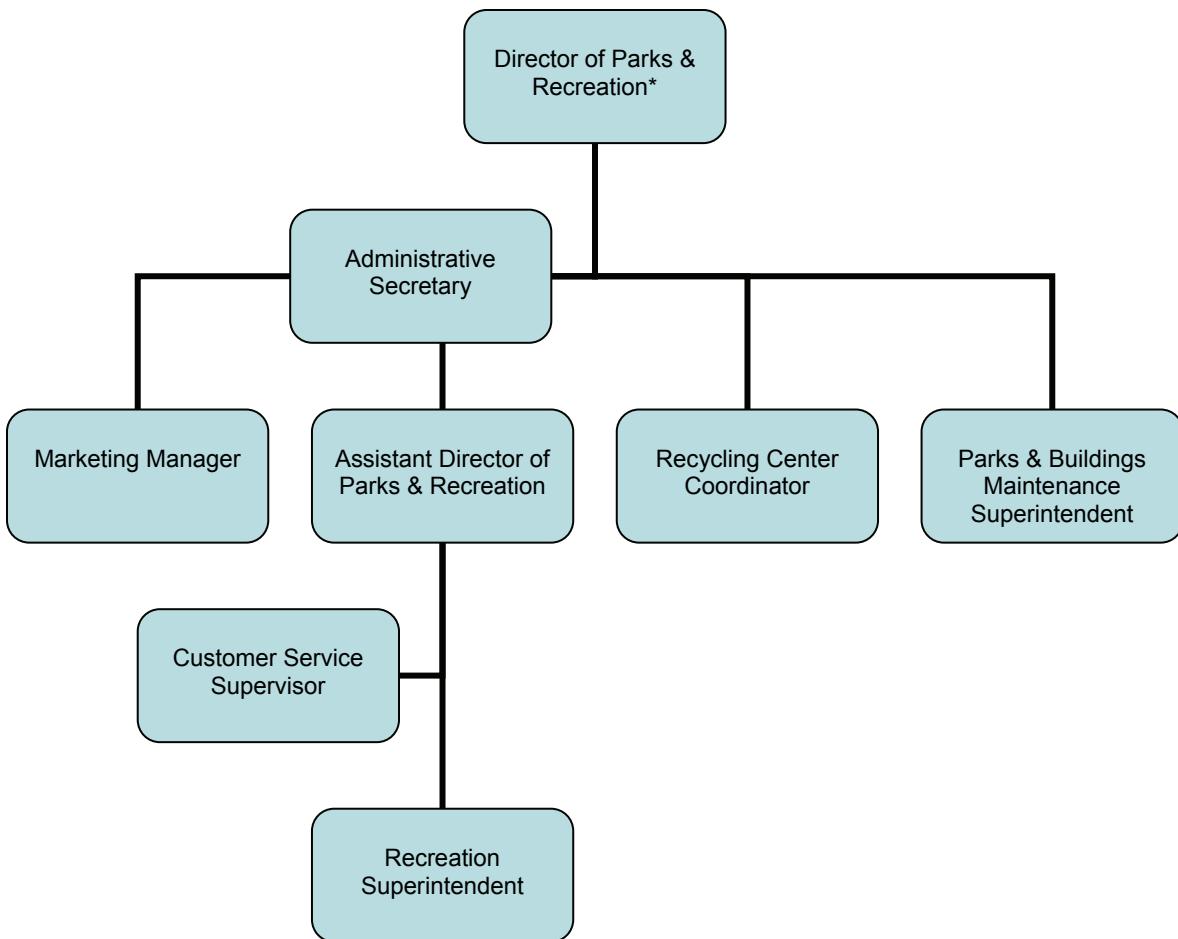
# PARKS & RECREATION

## VISION STATEMENT

To be the leader in providing quality services that connects the community through people, parks and programs.

## MISSION STATEMENT

Pearland Parks & Recreation is dedicated to multiplying the Q<sup>4</sup> factor: quality facilities, quality programs, and quality service for your quality of life.



\*Reports to Assistant City Manager

## PARKS & RECREATION

### OVERVIEW

Pearland Parks and Recreation, in collaboration with local and regional partners as well as other City departments, administers a Parks and Recreation Master Plan that provides a comprehensive policy direction to the year 2030 to meet both current and future parks and recreation needs, and in turn, to enhance livability in the community.

The Parks and Recreation Department offers leisure classes, athletics and aquatics, special events, youth development programs and camps, senior citizens program, facility and landscape maintenance of all City property, as well as custodial services to all City facilities. The department maintains the Old Settlers' Cemetery, 10 neighborhood parks and 3 larger community parks, varying in size from 0.31 acres to 50 acres. In addition, the department manages a Recreation Center/Natatorium, the Westside Events Center, the Melvin Knapp Senior Center, and the Recycling Center. One of the three swimming pools will be closed during the summer of 2012. A Trail Master Plan was adopted by the City Council in 2007, which the department is in the process of developing each year. The following are the available Parks and Recreation facilities:

3 Swimming Pools	2 Gymnasiums	2 Dog Parks
3 Activity Buildings	1 Track	8 Tennis Courts
2 Racquetball Courts	4 Softball Fields	12 Soccer Fields
1 large and 8 small Pavilions	1 Gazebo	2 fishing Ponds
10 Outdoor Basketball Courts	1 Performance Stage	2 Splash Pads
1 Recreation Center at a local school	5 Exercise/fitness/weight rooms	

### **Key Budget Items for FY 2012 include:**

- ◇ Funding for 4 part-time Lifeguards, and 2 part-time Water Safety Instructors
- ◇ Transferred to the Recreation Center/Natatorium, part-time personnel and costs related to the Adaptive Recreation Program from the Community Center Division and the part-time pool personnel formerly in the Aquatics Division in FY 2012
- ◇ Funding to replace locker room floor covering in the Recreation Center
- ◇ Includes reinstatement of funds for contracting for median/ROW mowing and maintenance
- ◇ Funding for the purchase of one 10' wide mower deck for Median/ROW/WTTP mowing
- ◇ Budget reduction of \$10,500 to discontinue over-seeding the Pearland Parkway median
- ◇ Replacement of 2 72" zero turn mowers for the Parks Maintenance Division
- ◇ Funds TCEQ Compliance for the Splash Pad
- ◇ The addition of a Building Maintenance Helper, to service the HVAC system, with the purchase of permanent filters, for a total of \$53,587; allowing the cancellation of the contract with an outside vendor for a net cost of \$3,595
- ◇ Repair and painting of the Recycling Center awning and repair of the roof
- ◇ Repair and painting of the EMS Station 1 walls and carpet replacement
- ◇ The addition of a part-time Ballfield Attendant, the cost offset with a reduction in contract employment
- ◇ The transfer of overtime costs to Parks & Recreation for Police presence at Special Events
- ◇ Reduction of the Afterschool Program located at Bailey Road
- ◇ Closure of the outdoor pool at Independence Park in summer 2012 for a savings, net of lost revenues, of \$111,626; part-time staff positions transferred to Recreation Center/Natatorium
- ◇ FY 2011 was the first full year of operations of the Recreation Center/Natatorium

## **PARKS & RECREATION**

### **GOALS (All Divisions)**

- ◇ Ensure that all parks facilities are maintained efficiently, cost effectively, safely, and in accordance with all standards and codes.
- ◇ Provide and maintain park land and recreational facilities that meet the present and future recreational needs of the community.
- ◇ Ensure that recreation programs meet the interests and needs of a variety of ages and abilities by providing and sponsoring programs independently and in cooperation with other community organizations or agencies.
- ◇ Ensure the success of the organization through the continued development of the staff and department.
- ◇ Ensure that the administration of the department is effective, well-managed, and customer-friendly.
- ◇ Exercise fiscal responsibility and prudence in all financial and business transactions.
- ◇ Provide access to programs and facilities to members within the community.
- ◇ Pearland Parks & Recreation will work to preserve our natural resources, conserve energy, and protect and enhance our environment.
- ◇ Maintain strong communication with community residents and other public agencies and private sector organizations.
- ◇ Maintain strong internal communication within the department as well as with other City staff.
- ◇ Partner in contributing to the City's economic development by attracting tourists and businesses to Pearland.

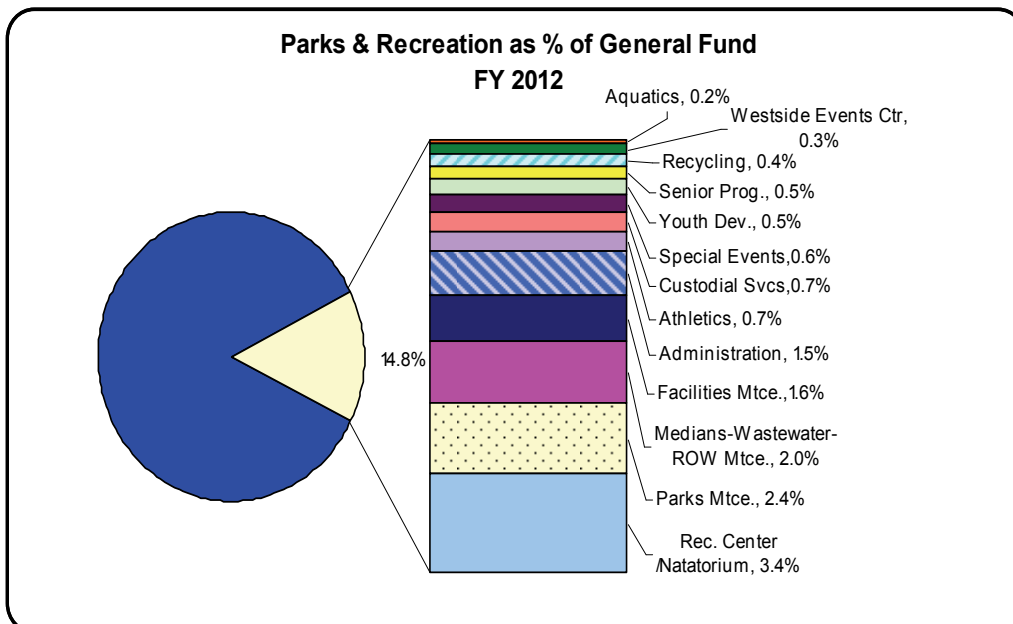
### **FISCAL YEAR 2011 ACCOMPLISHMENTS (All Divisions)**

- ◇ Received multiple photography awards from Texas Recreation and Parks Society.
- ◇ A staff member received Recreation Professional of the Year Award from Texas Recreation and Parks Society.
- ◇ Received Texas Recreation and Parks Society Promotional Award.
- ◇ Educated attendees at special events regarding environmental issues and health tips.
- ◇ A staff member obtained Certified Park and Recreation Professional Certification.
- ◇ A staff member obtained Certified Festival and Events Executive status.
- ◇ The Recreation Center and Natatorium Planning Committee received the Director's Awards from the Greater Gulf Coast Parks and Recreation Directors Association.
- ◇ Beautified the Knapp Senior Center back patio area with the help of a \$1,000 grant from Keep Pearland Beautiful.
- ◇ Awarded \$4,000 from the NRPA (National Recreation & Parks Association) Take Me Fishing Grant.
- ◇ Hosted the Pearland Holiday Dinner at the Recreation Center and Natatorium in conjunction with HEB.
- ◇ Received a \$500 grant from Exxon Mobil for the Knapp Senior Center.

**PARKS & RECREATION  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

<b>EXPENDITURES BY DEPT / DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Administration	601,429	705,920	692,585	750,478
Recreation Center/Natatorium	355,257	1,007,900	1,222,940	1,724,323
Westside Events Center	172,258	156,437	165,143	163,134
Medians-Wastewater-ROW Maintenance	1,036,570	1,050,057	1,034,745	1,046,631
Parks Maintenance	1,191,469	1,223,130	1,198,347	1,219,737
Custodial Services	341,487	379,087	343,509	339,688
Facilities Maintenance	592,717	659,943	704,911	822,526
Community Center	118,163	41,804	37,723	
Athletics	310,459	355,897	341,250	345,282
Special Events	294,496	285,864	287,684	316,741
Senior Program	244,553	250,211	233,207	239,193
Youth Development	265,854	341,804	325,112	260,414
Aquatics	296,578	602,187	597,099	108,950
Recycling	275,368	271,466	286,456	203,042
<b>PARKS &amp; RECREATION TOTAL</b>	<b>6,096,658</b>	<b>7,331,707</b>	<b>7,470,711</b>	<b>7,540,139</b>

<b>EXPENDITURES BY CATEGORY</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	3,694,371	4,387,602	4,327,124	4,463,309
Materials & Supplies	539,631	579,343	547,526	579,193
Building Maintenance	446,555	463,130	491,399	513,627
Equipment Maintenance	194,939	208,810	212,494	203,673
Miscellaneous Services	1,041,028	1,642,822	1,839,683	1,714,030
Sundry Charges	100			800
Inventory	24,038		9,369	
Capital Outlay	155,996	50,000	43,116	65,507
<b>PARKS &amp; RECREATION TOTAL</b>	<b>6,096,658</b>	<b>7,331,707</b>	<b>7,470,711</b>	<b>7,540,139</b>





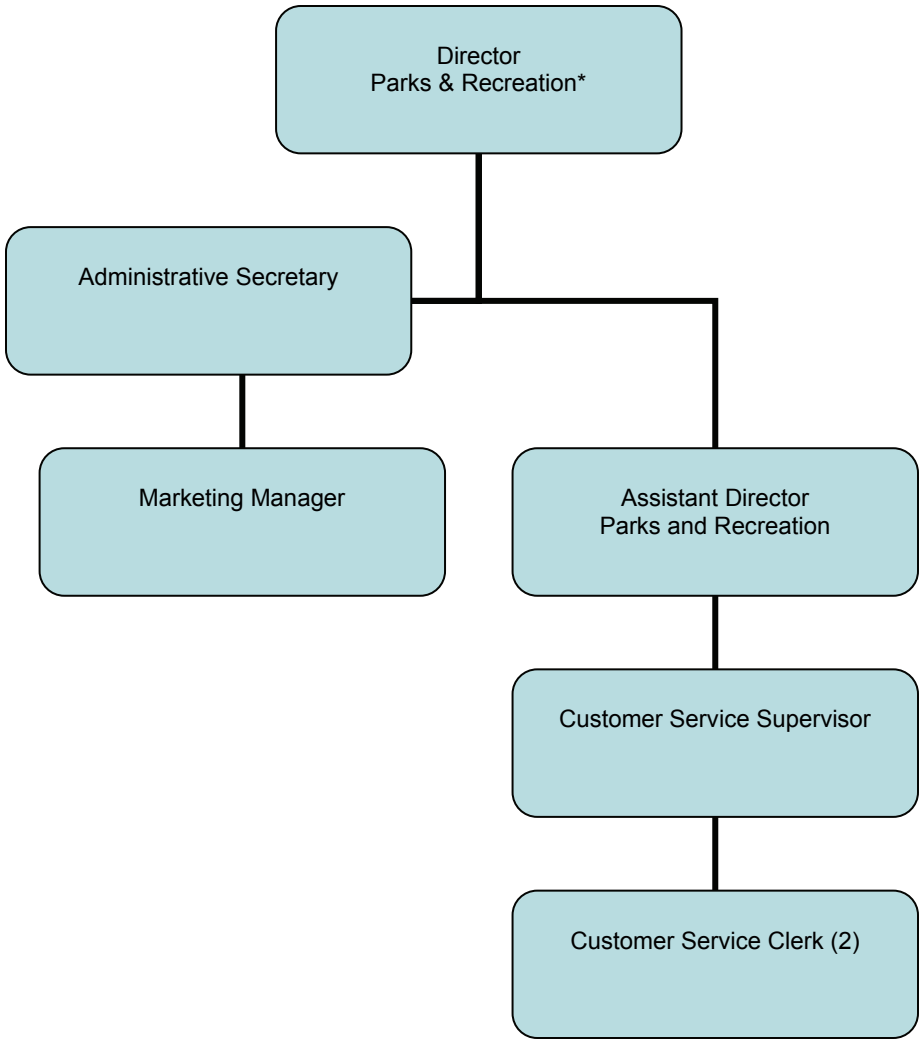
**PARKS & RECREATION  
EXPENDITURE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Administration	8	7	7	7
Recreation Center/Natatorium	15	25	25	55
Westside Events Center	4	4	4	4
Medians-Wastewater-ROW Maintenance	18	18	18	18
Parks Maintenance	19	18	18	18
Custodial Services**	9	8	8	8
Facilities Maintenance	3	5	5	6
Community Center	4	1	1	0
Athletics	5	5	5	6
Special Events	2	2	2	2
Senior Program	4	4	4	4
Youth Development	6	6	6	6
Aquatics	18	24	24	1
Recycling	6	5	5	6
<b>PARKS &amp; RECREATION TOTAL</b>	<b>121</b>	<b>132</b>	<b>132</b>	<b>141</b>

\*Same as adopted budget , unless where noted.

\*\*One Custodian in Custodial Services is funded out of the UofH Fund.

**PARKS & RECREATION  
ADMINISTRATION - 3395**



\*Reports to Assistant City Manager

**PARKS & RECREATION  
ADMINISTRATION - 3395**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Document 75% completion of standards for CAPRA (Commission for Accreditation on Park and Recreation Agencies) accreditation.
- ◇ Research additional social networking options.
- ◇ Expand marketing opportunities in order to enhance revenue.
- ◇ Participate in Progress of Capital Improvement projects.
- ◇ Develop a benefits-based marketing campaign.
- ◇ Educate the public on benefits and economic impact of Parks & Recreation facility.
- ◇ Implement department internal orientation program/process.
- ◇ Develop in-service training program/schedule.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of projects in planning, design or construction stage <sup>1</sup>	4	4	4	2
Number of projects scheduled to be completed	0	2	0	2
Number of projects completed	0	2	0	2
Percent of projects completed on time	N/A	100%	N/A	100%
Number of rental contracts administered <sup>2</sup>	306	416	261	250
Number of citizen complaints	19	27	35	15
Percent of complaints responded to within 8 hours from the time of receipt	100%	100%	100%	100%
Revenues collected (rentals) <sup>2</sup>	\$60,239	\$80,234	\$23,657	\$50,000
Number of marketing pieces created	N/A	N/A	54	65
Number of website pages created	N/A	N/A	30	25
Number of website pages revised	N/A	N/A	290	325
Number of CityView slides created	N/A	N/A	33	50
Number of promotional materials reviewed	N/A	N/A	191	225
Total media relations contacts	N/A	N/A	123	150
Number of news releases written	N/A	N/A	22	30
Percent of news releases published	N/A	N/A	100%	100%
Percent of media requests receiving same-day response	N/A	N/A	98%	100%
Number of Groupbuilder messages sent	N/A	N/A	44	65
Number of Facebook messages posted	N/A	N/A	152	175

<sup>1</sup>The number of projects in planning, design or construction stage reflects the maximum during the period reported.

<sup>2</sup>Effective FY 2011, facility rental includes outdoor rentals at Centennial and Independence Parks only; facility rental contracts for the Centers and Gazebo are reported within the appropriate division. Prior to FY 2011, rental contracts for all divisions were reported in Administration.

**PARKS & RECREATION  
ADMINISTRATION - 3395**

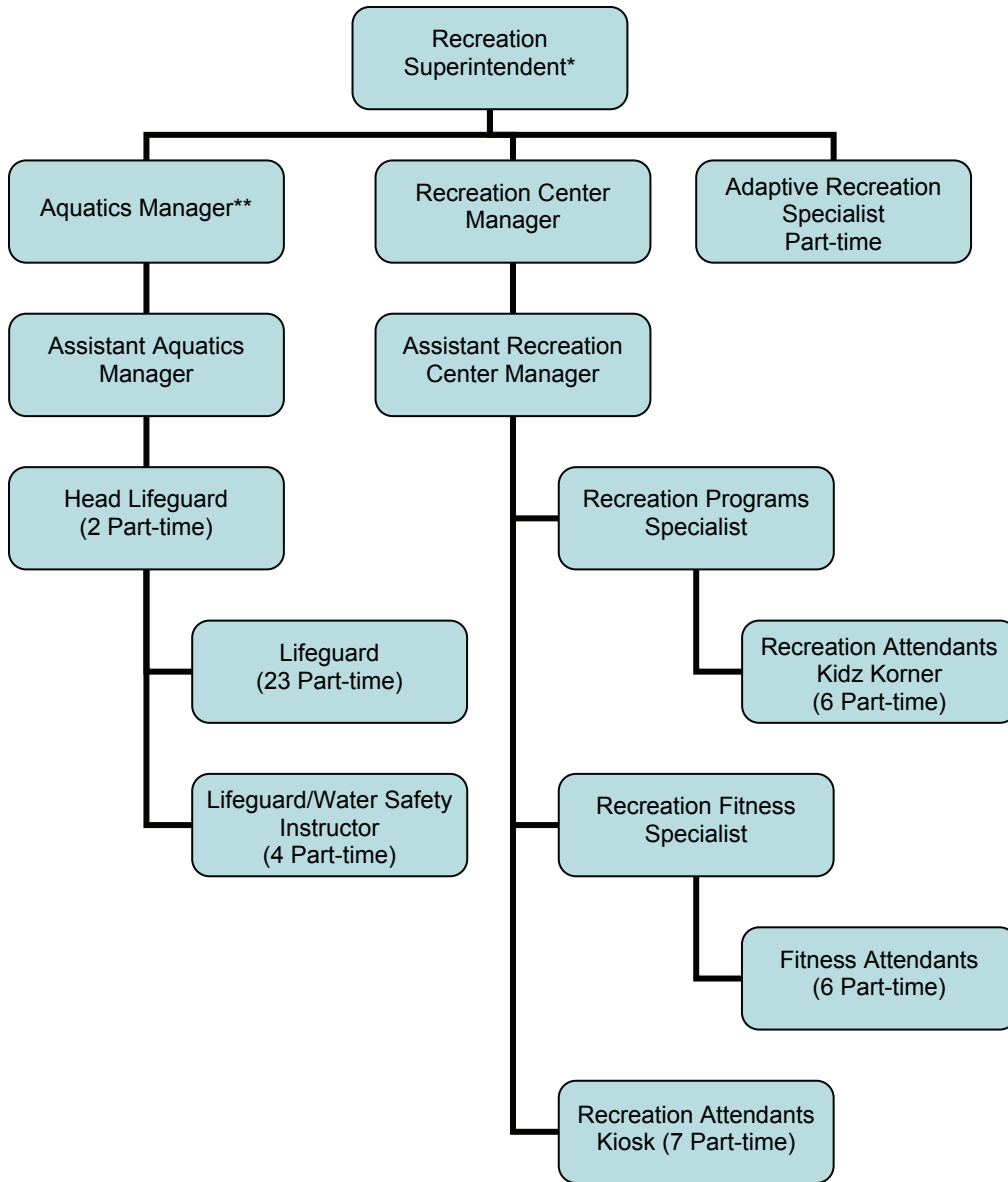
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	374,357	458,845	446,532	459,415
Materials & Supplies	16,624	27,854	27,914	33,354
Building Maintenance	20			
Equipment Maintenance	40,439	21,031	27,035	21,483
Miscellaneous Services	164,976	198,190	191,104	236,226
Inventory	5,013			
<b>TOTAL</b>	<b>601,429</b>	<b>705,920</b>	<b>692,585</b>	<b>750,478</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Director of Parks & Recreation	1	1	1	1
Assistant Director of Parks & Recreation	1	1	1	1
Marketing Manager	1	1	1	1
Customer Service Supervisor		1	1	1
Office Coordinator	1			
Administrative Secretary	1	1	1	1
Accounting Associate	1			
Customer Service Clerk	2	2	2	2
<b>TOTAL</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>7</b>

\*Same as adopted budget , unless where noted.

**PARKS & RECREATION  
RECREATION CENTER/NATATORIUM - 3340**



\*Reports to Assistant City Manager  
 \*\*Position funded in Aquatics Division

**PARKS & RECREATION  
RECREATION CENTER/NATATORIUM - 3340**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Continue to update and maintain our member retention plan.
- ◇ Add 200 new memberships (non-renewals).
- ◇ Increase rental revenue by advertising more and offering “deals of the week” to get more people in the facility and increase rentals.
- ◇ Form a Recreation Center and Natatorium focus committee consisting of Recreation Center members to keep communication open and give feedback.
- ◇ Offer more revenue-based programming from the Recreation Center and Natatorium.
- ◇ Modify and implement an improved Private/Semi-Private Swimming Lesson Program.
- ◇ Develop, implement, and administer a Natatorium-based birthday party reservation program and increase Recreation Center birthday rentals.
- ◇ Increase rental revenue through increased advertising.
- ◇ Begin development of a sponsorship information package for the Recreation Center and Natatorium.
- ◇ Research the possibility and feasibility of Adult Water Polo and an Inner Tube Water Polo program.
- ◇ Develop new Kidz Korner procedures to handle large amount of kids at one time.
- ◇ Develop and implement a year-round training schedule for part time staff.
- ◇ Develop and implement a Customer Satisfaction Survey Tool.

**PERFORMANCE MEASURES**

	FY 2009 Actual	FY 2010 <sup>1</sup> Actual	FY 2011 Projection	FY 2012 Target
<b>Recreation Center:</b>				
Average monthly attendance (visits)	N/A	5,833	11,000	11,000
Number of recreation classes offered	N/A	11	100	115
Class cancellation rate	N/A	0%	33%	15%
Net registered for recreation classes	N/A	84	180	225
Net class registration per 1,000 population	N/A	0.9	1.9	2.3
Number of rentals	N/A	9	70	75
Number of memberships sold	N/A	1,118	2,680	2,880
Revenue collected - classes	N/A	\$2,021	\$66,934	\$148,000
Value of memberships sold (deferred) <sup>1</sup>	N/A	\$207,171	\$145,020	\$145,020
Revenue collected - facility rentals <sup>3</sup>	N/A	\$2,182	\$39,112	\$40,000
Revenue collected - memberships	N/A	\$40,447	\$878,070	\$855,000
Percent of cost recovery <sup>2</sup>	N/A	13%	80%	62%
Percent of participants rating classes as good to excellent	N/A	N/A	90%	91%
Percent of citizens rating recreation facilities as satisfactory	N/A	85%	87%	92%
Number of special events	N/A	N/A	7	12
Number of facility tours	N/A	N/A	800	650
<b>Natatorium:<sup>1</sup></b>				
Days of pool operation	N/A	55	363	363
Percent change in pool attendance	N/A	N/A	560%	0%
Number of aquatic classes	N/A	21	272	300
Net registered in aquatic classes	N/A	391	3,210	3,500
Number of pool rentals	N/A	7	47	55
Number of special events / meets	N/A	N/A	28	30
Revenues collected	N/A	\$85,520	\$98,818	\$110,000

<sup>1</sup>Value of memberships sold are deferred revenues until payments are received.

<sup>2</sup>Percent of cost recovery is based on total actual expenditures in department compared to total actual revenues collected for classes, memberships and facility rentals.

<sup>3</sup>Data reported for FY10 is for 3 months of operation. FY12 includes revenue formerly in 3391, Community Center.

**PARKS & RECREATION  
RECREATION CENTER/NATATORIUM - 3340**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	207,882	460,865	446,149	814,520
Materials & Supplies	53,654	33,690	34,400	125,972
Building Maintenance	800	801	807	39,805
Equipment Maintenance	318	970	970	2,104
Miscellaneous Services	88,404	511,574	740,614	741,922
Inventory	4,199			
<b>TOTAL</b>	<b>355,257</b>	<b>1,007,900</b>	<b>1,222,940</b>	<b>1,724,323</b>

<b>STAFFING**</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Recreation Superintendent	1	1	1	1
Recreation Center Manager	1	1	1	1
Assistant Recreation Center Manager	1	1	1	1
Assistant Aquatics Manager**		1	1	1
Recreation Fitness Specialist	1	1	1	1
Recreation Programs Specialist	1	1	1	1
Part-time Recreation Specialist***				1
Part-time Recreation Attendant	6	13	13	13
Part-time Fitness Attendant	4	6	6	6
Part-time Head Lifeguard***				2
Part-time Lifeguard***				23
Part-time Lifeguard/Water Safety Instructor**				4
<b>TOTAL</b>	<b>15</b>	<b>25</b>	<b>25</b>	<b>55</b>

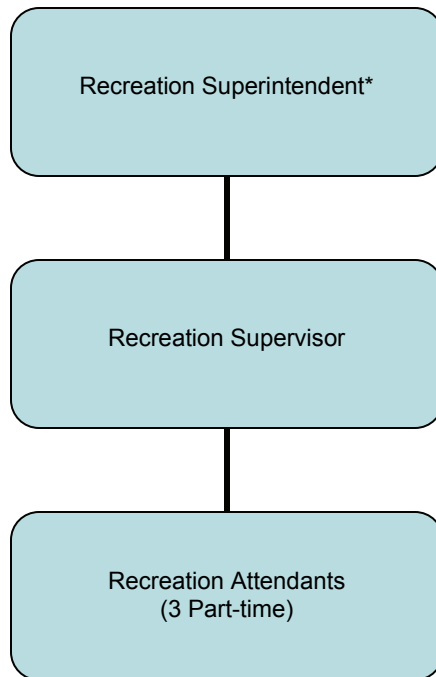
\*Same as adopted budget, unless where noted.

\*\*FY 2011, Assistant Aquatics Manager added second quarter

\*\*\*In FY 2012, the outdoor pool at Independence Park is closed; part-time pool personnel transferred to the Natatorium; Part-time Recreation Specialist for the Adaptive Recreation Program transferred from the Community Center

Does not include seasonal camp staff.

**PARKS & RECREATION  
WESTSIDE EVENTS CENTER - 3341**



\*Reports to Assistant Director of Parks & Recreation



**PARKS & RECREATION  
WESTSIDE EVENTS CENTER - 3341**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Implement and plan programming opportunities for the dog park and create awareness of the City ordinance in regards to pet licensing and park etiquette.
- ◇ Work with the Library to provide additional community “read” events.
- ◇ Partner with outside organizations in order to offer health and fitness opportunities at the Westside Events Center.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Average monthly attendance	N/A	1,843	2,381	2,600
Number of recreation classes offered	N/A	166	229	195
Class cancellation rate	N/A	30%	38%	25%
Net registered for recreation classes	N/A	816	1,207	1,500
Net class registration per 1,000 population	N/A	9	13	15
Revenue collected - classes	N/A	\$86,370	\$97,754	\$99,000
Revenue collected - rentals	N/A	N/A	\$34,568	\$35,000
Percent of cost recovery*	N/A	50%	48%	54%
Percent of participants rating classes as good to excellent	N/A	99%	100%	100%
Percent of citizens rating recreation facilities as satisfactory	N/A	100%	100%	100%
Number of rental contracts administered	N/A	N/A	197	220
Number of participants for library services	N/A	N/A	3,831	4,200

\*Percent of cost recovery is based on total actual expenditures in department compared to total actual revenues collected.

**PARKS & RECREATION  
WESTSIDE EVENTS CENTER - 3341**

**EXPENDITURE AND STAFFING SUMMARY**

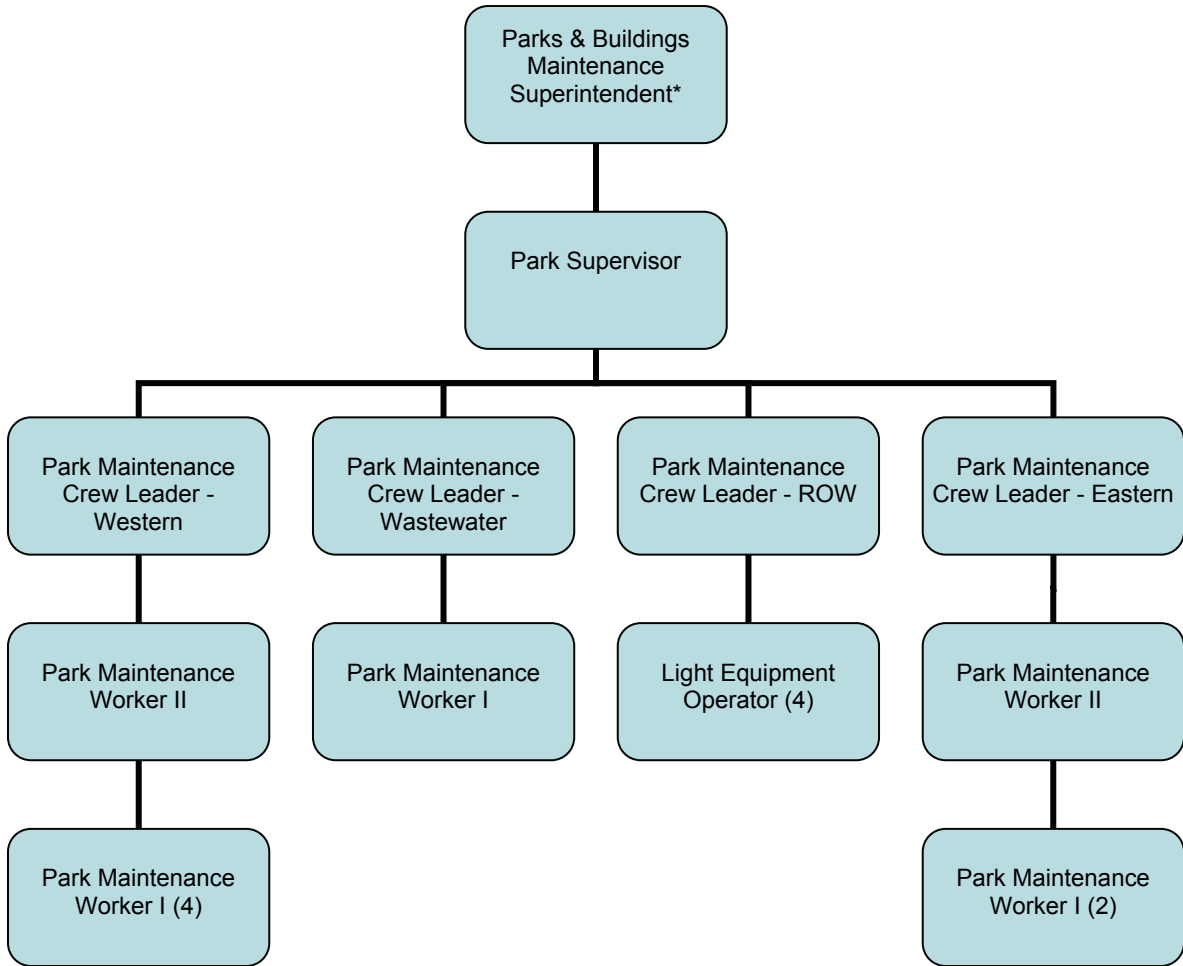
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	78,377	80,467	83,387	82,994
Materials & Supplies	3,790	5,411	5,863	5,581
Building Maintenance	333	400	400	400
Equipment Maintenance	1,424	200	200	200
Miscellaneous Services	86,065	69,959	75,293	73,959
Inventory	2,269			
<b>TOTAL</b>	<b>172,258</b>	<b>156,437</b>	<b>165,143</b>	<b>163,134</b>

<b>STAFFING**</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Recreation Supervisor	1	1	1	1
Part-time Recreation Attendant	3	3	3	3
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

\*Same as adopted budget , unless where noted.

\*\*Does not include seasonal camp staff.

**PARKS & RECREATION  
MEDIANS/ROWs/WASTEWATER PLANT MAINTENANCE - 3389**



\*Reports to Director of Parks & Recreation

**PARKS & RECREATION  
MEDIANS/ROWs/WASTEWATER PLANT MAINTENANCE - 3389**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Develop and document fleet management policies and procedures for park related fleet vehicles (mowers, trailers, etc.).
- ◇ Continue to evaluate how to provide services in most cost effective manner.

**PERFORMANCE MEASURES**

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
<b>Right of Ways:</b>				
Acres of right-of-way maintained & mowed <sup>1</sup>	228	245	255	255
Percent of right-of-ways mowed within 17-day schedule	100%	75%	95%	100%
Acres of detention ponds maintained and mowed <sup>1</sup>	505	505	505	461
Acres of other City property maintained & mowed <sup>1</sup>	214	214	214	189
Total acreage maintained & mowed <sup>1</sup>	947	964	974	905
Average number of labor hours per acre	4	6	9	8
<b>Median Maintenance:</b>				
Acres of landscaped medians maintained <sup>1</sup>	80	87	103	103
Acres of medians contracted for maintenance <sup>1</sup>	N/A	N/A	34	34
Percent of medians mowed within 7-day schedule	100%	80%	94%	100%
Average number of labor hours per acre	5	6	7	7
<b>Waste Water Maintenance:</b>				
Acres of water wells maintained <sup>1</sup>	16	16	16	19
Acres of water treatment plants maintained <sup>1</sup>	30	30	30	30
Acres of lift stations maintained <sup>1</sup>	6	6	6	6
Total WWT acreage maintained & mowed <sup>1</sup>	52	52	52	55
Percent of waste water plants mowed within 2-week schedule	100%	100%	100%	100%
Average number of labor hours per acre	6	6	6	6
<b>Total City acres mowed/maintained<sup>2</sup></b>	<b>1,270</b>	<b>1,301</b>	<b>1,348</b>	<b>1,282</b>

<sup>1</sup>Acres maintained & mowed reflects the maximum during the period reported. Number of acres maintained and mowed from FY 2011 to FY 2012 reflect corrections in reporting.

<sup>2</sup>Total City acres mowed/maintained includes Parks grounds maintained by Parks Maintenance Division.

**PARKS & RECREATION  
 MEDIANS/ROWs/WASTEWATER PLANT MAINTENANCE - 3389**

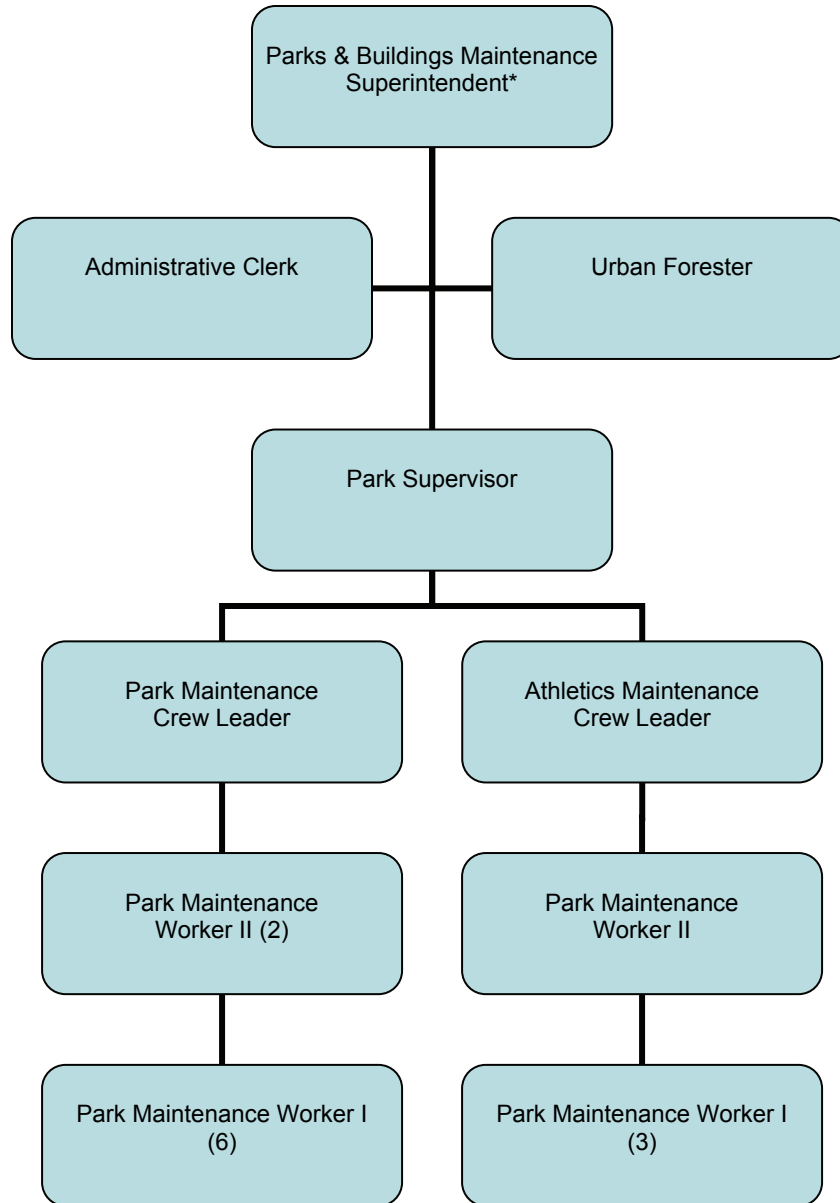
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	763,978	806,864	788,999	802,598
Materials & Supplies	19,026	25,797	23,297	23,297
Building Maintenance	38,843	52,730	52,730	49,370
Equipment Maintenance	78,025	78,500	83,748	82,284
Miscellaneous Services	62,856	76,166	76,475	77,175
Inventory			3,369	
Capital Outlay	73,842	10,000	6,127	11,907
<b>TOTAL</b>	<b>1,036,570</b>	<b>1,050,057</b>	<b>1,034,745</b>	<b>1,046,631</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Park Supervisor	1	1	1	1
Park Crew Leader	4	4	4	4
Park Maintenance Worker I	7	7	7	7
Park Maintenance Worker II	2	2	2	2
Park Light Equipment Operator	4	4	4	4
<b>TOTAL</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>

\*Same as adopted budget , unless where noted.

**PARKS & RECREATION  
PARKS MAINTENANCE - 3390**



\*Reports to Director of Parks & Recreation

**PARKS & RECREATION  
PARKS MAINTENANCE - 3390**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Develop Park Maintenance Standards Manual.
- ◇ Perform safety audits.
- ◇ Create asset inventory and replacement plan for park equipment.
- ◇ Develop and document fleet management policies and procedures for park related fleet vehicles (mowers, trailers, etc.).
- ◇ Continue to evaluate how to provide services in most cost effective manner.

**PERFORMANCE MEASURES**

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
<b>Parks Maintenance:</b>				
Total developed park acres maintained <sup>1</sup>	138	139	139	139
Acreage of ground maintenance for City facilities <sup>1</sup>	29	35	40	40
Acres of ground maintenance contracted <sup>1</sup>	N/A	N/A	14	14
Acreage of other City properties maintained <sup>1</sup>	24	24	26	26
Total acreage maintained & mowed <sup>1</sup>	191	198	219	219
Percent of parks mowed within 7-day schedule	100%	86%	100%	100%
Number of labor hours per acre	6	9	9	9
Number of athletic field preps	120	103	109	115
Number of park inspections conducted	33	36	36	42
Percent of Park inspections meeting or exceeding standard	83%	80%	77%	80%
Number of citizen comments received	29	16	46	24
Percent of citizens rating park facilities as satisfactory	58%	60%	68%	80%
Number of special events set-up, removed, staffed	23	33	30	33
Number of work orders received	275	252	249	260
Percent of work orders completed within 3 days	90%	84%	98%	98%
<b>Urban Forestry:</b>				
Total number of trees on city property <sup>1</sup>	5,004	5,800	6,327	6,327
Number of trees removed <sup>2</sup>	45	5	34	5
Number of trees planted	16	795	531	20

<sup>1</sup>Acres maintained and mowed reflect the maximum during the period reported.

<sup>2</sup>Trees were removed due to Hurricane Ike damage in FY09. The number of trees reflects the maximum during the period reported. Trees removed in FY11 due to drought damage.

**PARKS & RECREATION  
PARKS MAINTENANCE - 3390**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	857,358	895,692	860,162	873,631
Materials & Supplies	30,845	28,723	28,723	29,873
Building Maintenance	94,007	77,500	81,500	87,800
Equipment Maintenance	45,563	68,435	63,994	63,994
Miscellaneous Services	90,471	112,780	126,979	110,839
Inventory	6,528			
Capital Outlay	66,697	40,000	36,989	53,600
<b>TOTAL</b>	<b>1,191,469</b>	<b>1,223,130</b>	<b>1,198,347</b>	<b>1,219,737</b>

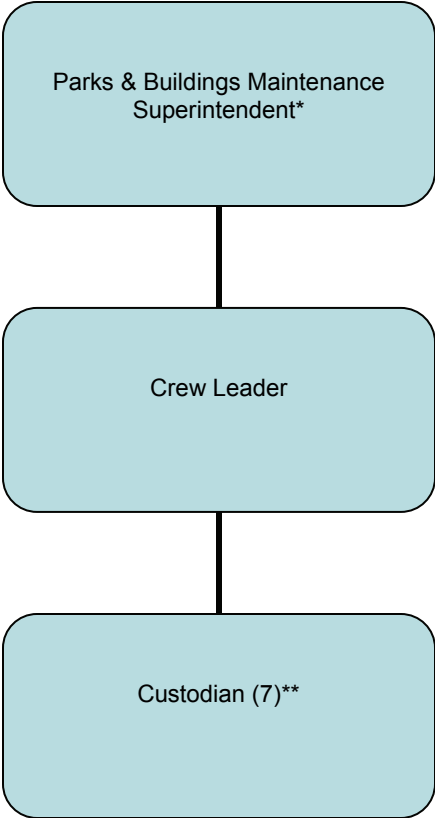
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Parks & Buildings Maintenance Superintendent	1	1	1	1
Park Supervisor	1	1	1	1
Park Crew Leader	2	2	2	2
Park Maintenance Worker I**	10	9	9	9
Park Maintenance Worker II	3	3	3	3
Urban Forester	1	1	1	1
Administrative Clerk	1	1	1	1
<b>TOTAL</b>	<b>19</b>	<b>18</b>	<b>18</b>	<b>18</b>

\*Same as adopted budget, unless where noted.

\*\*Parks Maintenance Worker position eliminated and funds moved to Facilities Maintenance in FY 2011 to fund a Building Maintenance Supervisor



**PARKS & RECREATION  
CUSTODIAL SERVICES - 3320**



\*Reports to Director of Parks & Recreation  
\*\*100% of one Custodian funded from UofH Fund

**PARKS & RECREATION  
CUSTODIAL SERVICES - 3320**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Develop written procedure for billing for UofH supplies.
- ◇ Establish productivity standards and schedule of tasks for various facilities.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of facilities maintained <sup>1</sup>	14	17	19	20
Number of sq. ft. of facilities maintained	195,054	393,554	408,554	416,554
Cost per sq. ft. maintained <sup>2</sup>	\$5.53	\$1.15	\$1.19	\$1.23
Number of rental facility clean-ups performed	73	96	79	80
Tons of material recycled from City facilities	29	26	21	23

<sup>1</sup>The number of facilities maintained reflects the maximum during the period reported.

<sup>2</sup>Cost per sq. ft. maintained included custodial and building maintenance prior to FY 2010. The budgets for these two departments were separated in FY 2010.

**PARKS & RECREATION  
CUSTODIAL SERVICES - 3320**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	273,768	304,599	278,197	263,061
Materials & Supplies	43,874	43,400	40,900	45,900
Building Maintenance	496	700	700	700
Equipment Maintenance	5,662	5,748	6,827	6,827
Miscellaneous Services	17,687	24,640	16,885	23,200
<b>TOTAL</b>	<b>341,487</b>	<b>379,087</b>	<b>343,509</b>	<b>339,688</b>

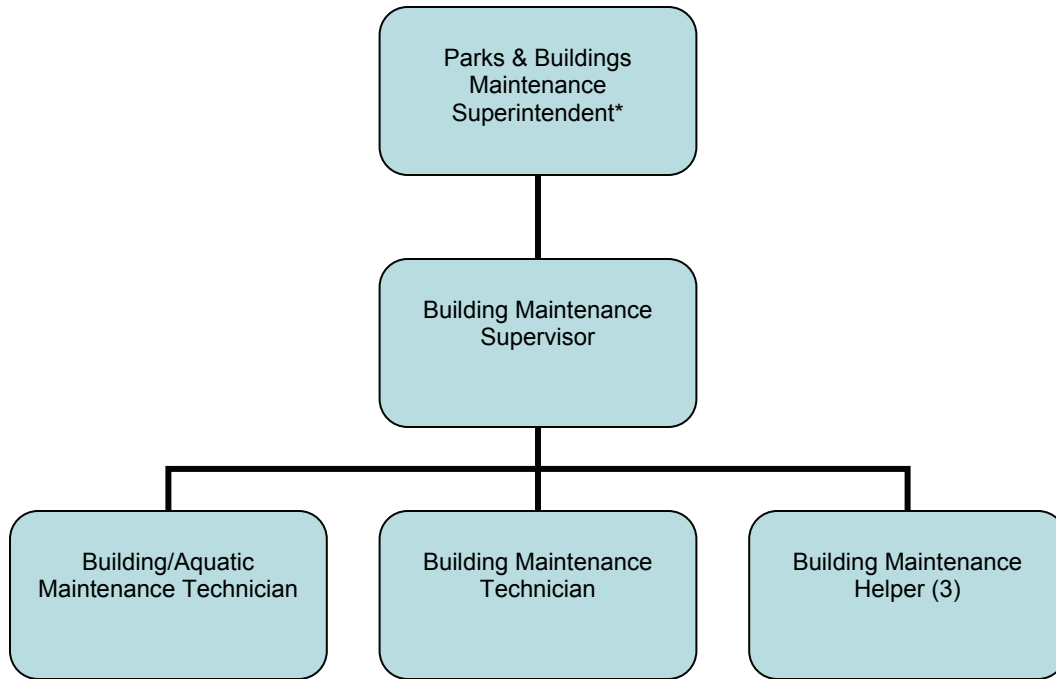
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Custodian Supervisor**	1			
Custodial Crew Leader	1	1	1	1
Custodian***	7	7	7	7
<b>TOTAL</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>8</b>

\*Same as adopted budget, unless where noted.

\*\*Custodian Supervisor position eliminated and funds moved to Facilities Maintenance in FY 2011 to fund a Building Maintenance Helper

\*\*\*One custodian funded in U of H fund.

**PARKS & RECREATION  
FACILITIES MAINTENANCE - 3321**



\*Reports to Director of Parks & Recreation

**PARKS & RECREATION  
FACILITIES MAINTENANCE - 3321**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Develop work order system.
- ◇ Develop Preventive Maintenance Plan for all city facilities.
- ◇ Development plan for future replacement/repairs.
- ◇ Complete HVAC filter and preventive maintenance changes.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of facilities maintained*	14	17	22	23
Number of routine work orders received	321	317	327	320
Number of work orders outsourced	109	107	73	70
Percent of work orders outsourced	34%	32%	22%	22%
Percent of routine work orders completed within 3 days	91%	86%	89%	95%

\*The number of facilities maintained reflects the maximum during the period reported.

**PARKS & RECREATION  
FACILITIES MAINTENANCE - 3321**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	123,377	157,928	211,187	282,847
Materials & Supplies	5,413	6,075	6,404	21,550
Building Maintenance	269,891	297,570	299,275	332,118
Equipment Maintenance	11,822	13,829	13,276	12,270
Miscellaneous Services	165,323	184,541	174,769	173,741
Inventory	1,434			
Capital Outlay	15,457			
<b>TOTAL</b>	<b>592,717</b>	<b>659,943</b>	<b>704,911</b>	<b>822,526</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Building Maintenance Supervisor**		1	1	1
Building/Aquatic Maintenance Technician	1	1	1	1
Building Maintenance Technician	1	1	1	1
Building Maintenance Helper**	1	2	2	3
<b>TOTAL</b>	<b>3</b>	<b>5</b>	<b>5</b>	<b>6</b>

\*Same as adopted budget, unless where noted.

\*\*Funding for two positions in FY 2011 moved from Custodial Services and Parks Maintenance

**PARKS & RECREATION  
COMMUNITY CENTER- 3391**

**EXPENDITURE AND STAFFING SUMMARY**

*Department is eliminated in FY 2012.*

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	62,014	24,042	19,768	
Materials & Supplies	6,018	2,063	2,063	
Building Maintenance	412	400	4,400	
Equipment Maintenance	203	45	252	
Miscellaneous Services	47,247	15,254	11,240	
Inventory	2,269			
<b>TOTAL</b>	<b>118,163</b>	<b>41,804</b>	<b>37,723</b>	

<b>STAFFING***</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Recreation Center Supervisor**	1			
Part-Time Recreation Attendant**	3	1	1	
<b>TOTAL</b>	<b>4</b>	<b>1</b>	<b>1</b>	

\*Same as adopted budget, unless where noted.

\*\*Part-time Recreation Specialist for the Adaptive Recreation Program transferred to the Recreation Center/Natorium

\*\*\*Does not include seasonal camp staff.

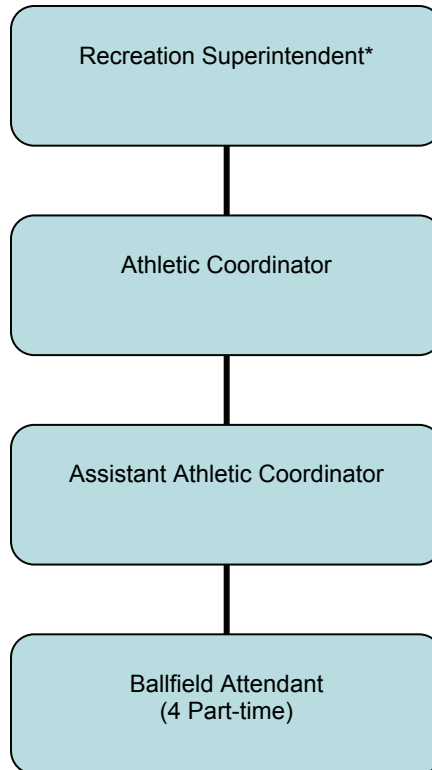
**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target*</b>
Average monthly attendance	3,623	2,022	670	N/A
Number of recreation classes offered	855	130	28	N/A
Class cancellation rate	12%	33%	8%	N/A
Net registered for recreation classes	5,302	1,098	265	N/A
Net class registration per 1,000 population	58	12	3	N/A
Revenue collected	\$261,204	\$82,063	\$28,216	N/A
Revenue collected - facility rentals (Center & Gazebo)	N/A	N/A	\$29,579	N/A
Percent of cost recovery**	36%	65%	67%	N/A
Percent of participants rating classes as good to excellent	89%	99%	98%	N/A
Percent of citizens rating recreation facilities as satisfactory	92%	100%	98%	N/A
Number of rental contracts administered	N/A	N/A	88	N/A

\*Classes have been moved to the Recreation Center.

\*\*Percent of cost recovery is based on total actual expenditures in department compared to total actual revenues collected.

**PARKS & RECREATION  
ATHLETICS - 3392**



\*Reports to Assistant Director of Parks & Recreation



**PARKS & RECREATION  
ATHLETICS - 3392**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Provide a minimum of eleven (11) regional, district, or state tournaments at Centennial Park.
- ◇ Partner with outside sports organizations in order to provide specialized skill camps and programs.
- ◇ Work with outside user groups in regard to the future usage of sports complexes.
- ◇ Establish policies related to use of sports fields.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of teams participating in softball league	287	215	182	175
Number of teams participating in adult basketball league	30	58	54	50
Number of teams in adult co-ed volleyball league	N/A	12	16	15
Number of teams participating in adult kickball	N/A	N/A	33	30
Number of participants in Youth flag football*	437	294	188	100
Number of participants in Youth basketball league	348	695	376	350
Number of tennis classes	44	76	50	NA
Number of participants in tennis classes	293	616	242	NA
Number of softball tournaments	5	9	11	15
Number of softball tournament participants from outside zipcode	840	453	1,550	1,550
Total participants in athletics activities, excluding teams and participants from outside zipcode areas	1,078	1,605	806	450
Number of days fields rented	N/A	N/A	14	15
Number of rentals	N/A	N/A	13	15
Revenues	\$149,963	\$119,387	\$139,959	\$146,000

\*Flag football is reduced from two seasons to one season in FY 2012 due to declining registrations.

**PARKS & RECREATION  
ATHLETICS - 3392**

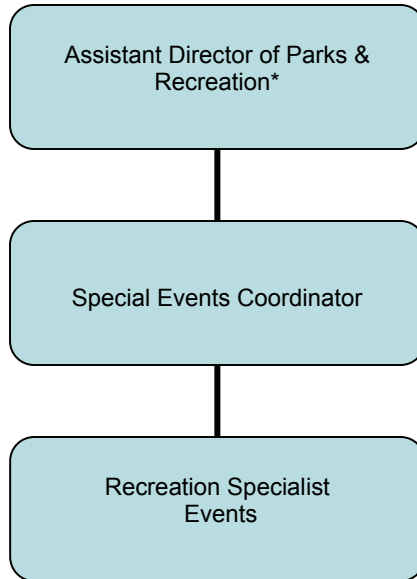
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	151,034	157,871	156,739	166,780
Materials & Supplies	87,519	65,822	57,561	61,876
Building Maintenance	18,238	3,134	3,134	3,134
Equipment Maintenance	597	6,891	967	517
Miscellaneous Services	53,071	122,179	122,849	112,975
<b>TOTAL</b>	<b>310,459</b>	<b>355,897</b>	<b>341,250</b>	<b>345,282</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Athletic Coordinator	1	1	1	1
Assistant Athletic Coordinator	1	1	1	1
Part-Time Ball Field Attendant	3	3	3	4
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>

\*Same as adopted budget , unless where noted.

**PARKS & RECREATION  
SPECIAL EVENTS - 3393**



\*Reports to Director of Parks & Recreation

**PARKS & RECREATION  
SPECIAL EVENTS - 3393**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Create a volunteer committee that will help recruit volunteers for special events.
- ◇ Incorporate three changes to Winterfest that will make the event more accessible to all.
- ◇ Seek a presenting sponsor for each summer concert in the Summerfest Concert Series.
- ◇ Evaluate success of various events in accordance with Revenue Management Plan.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of special events held (days)	25	24	21	22
Number of event participants	66,709	47,553	58,556	60,000
Number of visitors (outside 77581/584 zipcodes)	8,267	15,625	6,919	7,000
Revenues collected	\$45,254	\$30,826	\$50,409	\$58,000
Percent of cost recovery*	16%	10%	18%	16%
Value of in-kind services	\$37,475	\$29,245	\$48,214	\$48,214
Total Sponsorship dollars collected	N/A	N/A	\$51,175	\$25,600

\*Percent of cost recovery is based on total actual expenditures in department compared to total actual revenues collected.

**PARKS & RECREATION  
SPECIAL EVENTS - 3393**

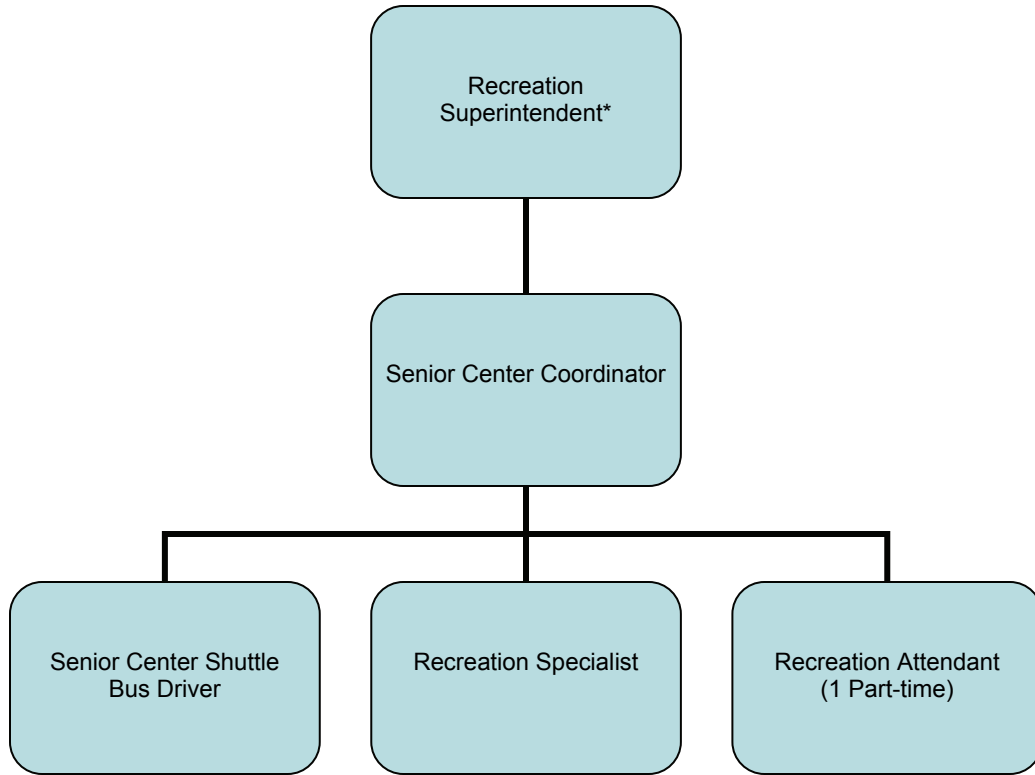
**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	116,434	114,523	114,933	144,800
Materials & Supplies	156,704	147,160	146,761	147,760
Building Maintenance	20			
Equipment Maintenance	149	1,375	1,375	1,375
Miscellaneous Services	21,189	22,806	24,615	22,806
<b>TOTAL</b>	<b>294,496</b>	<b>285,864</b>	<b>287,684</b>	<b>316,741</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Special Events Coordinator	1	1	1	1
Recreation Center Specialist	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

\*Same as adopted budget , unless where noted.

**PARKS & RECREATION  
SENIOR PROGRAM - 3394**



\*Reports to Assistant Director of Parks & Recreation

**PARKS & RECREATION  
SENIOR PROGRAM - 3394**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Develop and implement evening programs for seniors by changing work shifts.
- ◇ Research accreditation opportunities for the Senior Center through the National Council on Aging.
- ◇ Explore alternate funding opportunities and program trends in order to enhance revenues.
- ◇ Create outdoor programming in order to utilize the newly beautified patio area.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Average programs participants per month	2,070	2,315	2,283	2,400
Average monthly attendance	1,866	2,126	2,131	2,200
Average monthly attendance per 1,000 population	26	23	23	23
Number of transports <sup>1</sup>	321	331	288	300
Number of people transported	2,722	2,624	2,183	2,600
Revenues collected	\$5,257	\$6,315	\$5,155	\$6,000
Percent of cost recovery <sup>2</sup>	2%	3%	2%	3%
Total Sponsorship dollars collected	N/A	N/A	\$4,665	\$6,000
Value of in-kind services	N/A	N/A	\$9,693	\$8,000

<sup>1</sup>Number of transports includes Sr. trips, transportation to doctors, shopping, etc.

<sup>2</sup>Percent of cost recovery is based on total actual expenditures in department compared to total actual revenues collected.

**PARKS & RECREATION  
SENIOR PROGRAM - 3394**

**EXPENDITURE AND STAFFING SUMMARY**

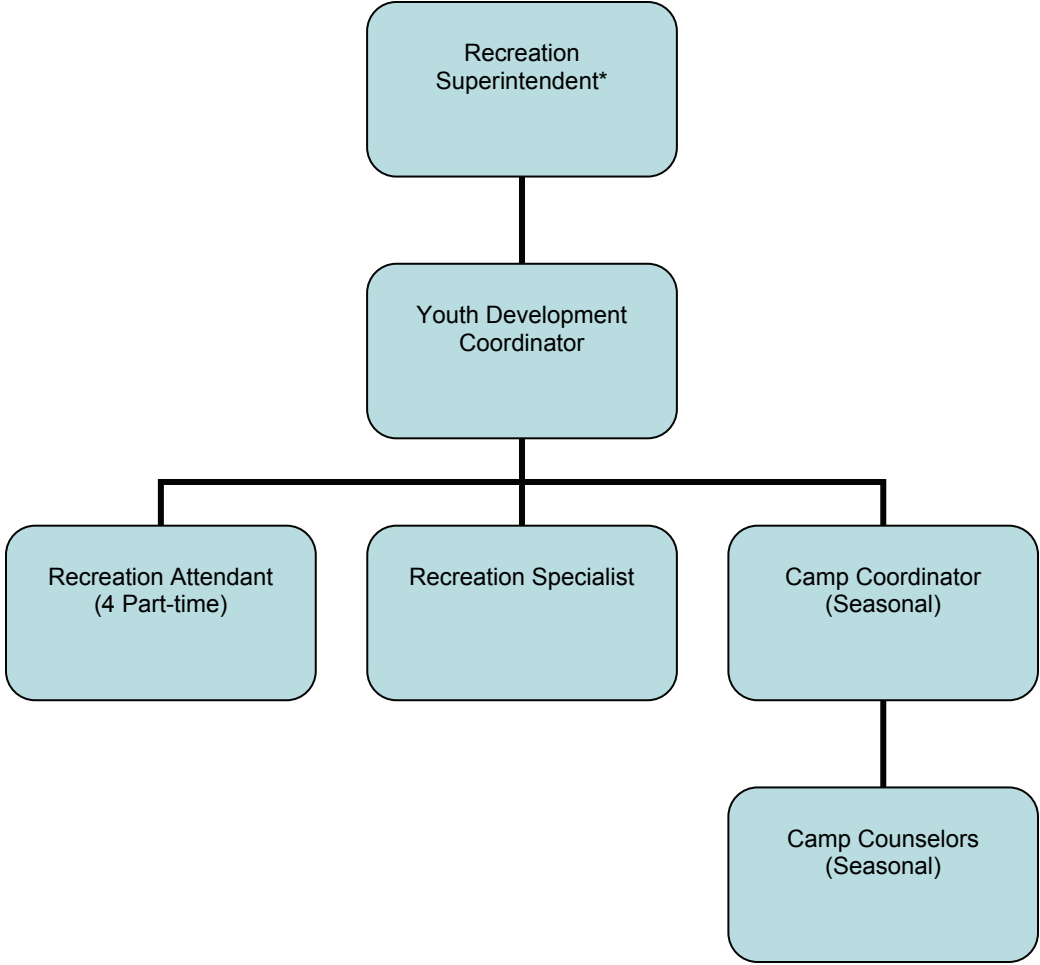
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	175,271	182,907	169,031	173,800
Materials & Supplies	23,943	18,021	22,075	17,852
Equipment Maintenance	5,769	5,426	6,998	6,998
Miscellaneous Services	39,570	43,857	35,103	40,543
<b>TOTAL</b>	<b>244,553</b>	<b>250,211</b>	<b>233,207</b>	<b>239,193</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Senior Center Program Coordinator	1	1	1	1
Recreation Specialist	1	1	1	1
Senior Center Bus Driver	1	1	1	1
Part-time Recreation Attendant	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

\*Same as adopted budget , unless where noted.



**PARKS & RECREATION  
YOUTH DEVELOPMENT - 3396**



\*Reports to Assistant Director of Parks & Recreation

**PARKS & RECREATION  
YOUTH DEVELOPMENT - 3396**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Continue to develop and expand outdoor recreation programs.
- ◇ Explore new programming opportunities for youth with health and fitness concerns.
- ◇ Strengthen the partnership with outreach groups while providing new opportunities for youth at risk.
- ◇ Increase visibility of Youth Action Council (YAC). Present to Council plan to enhance YAC.

**PERFORMANCE MEASURES**

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Average monthly attendance*	N/A	1,080	905	200
Number of camps offered	N/A	22	25	27
Percent of participants rating camps as satisfactory and above	N/A	N/A	99%	99%
Class (camp) cancellation rate	N/A	0%	0%	0%
Net registered for camp	N/A	1,156	1,489	1,489
Net camp registration per 1,000 population	N/A	13	16	15
Revenue collected	N/A	\$165,681	\$150,560	\$151,000
Percent of cost recovery**	N/A	62%	50%	65%
Percent of participants rating classes as good to excellent	N/A	99%	98%	99%
Percent of citizens rating recreation facilities as satisfactory	N/A	97%	98%	100%
Afterschool Program:				
Net registered for afterschool program	N/A	70	169	N/A
Net afterschool program registration per 1,000 population	N/A	0.8	1.8	N/A
Number of classes offered	N/A	2	57	55

\*The Youth Development Program at the Bailey Road facility is cancelled for FY 2012.

\*\*Percent of cost recovery is based on total actual expenditures in department compared to total actual revenues collected.

**PARKS & RECREATION  
YOUTH DEVELOPMENT - 3396**

**EXPENDITURE AND STAFFING SUMMARY**

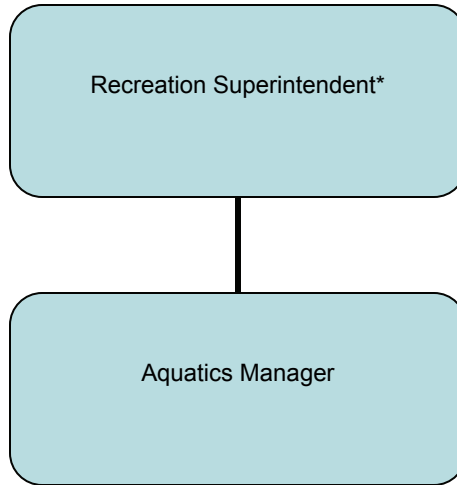
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	169,247	193,073	194,909	195,725
Materials & Supplies	29,670	49,614	36,068	36,314
Building Maintenance	9	300	403	300
Equipment Maintenance	280	150	150	785
Miscellaneous Services	66,648	98,667	87,582	27,290
Inventory			6,000	
<b>TOTAL</b>	<b>265,854</b>	<b>341,804</b>	<b>325,112</b>	<b>260,414</b>

<b>STAFFING**</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Youth Development Coordinator	1	1	1	1
Recreation Specialist	1	1	1	1
Part-time Recreation Attendant	4	4	4	4
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

\*Same as adopted budget, unless where noted.

\*\*Does not include seasonal and camp staffing.

**PARKS & RECREATION  
AQUATICS - 3397**



\*Reports to Assistant Director of Parks & Recreation

**PARKS & RECREATION  
AQUATICS - 3397**

**PERFORMANCE MEASURES**

<i>The Outdoor Pool closes Summer 2012</i>	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
<b>Independence Park Pool:</b>				
Days of pool operation	90	78	85	N/A
Number of attendees (public swim)	25,476	18,843	15,596	N/A
Percent change in pool attendance	26%	-40%	-17%	N/A
Number of aquatic classes	168	214	180	N/A
Net registered in aquatic classes	1,219	1,155	804	N/A
Number of pool rentals	26	26	28	N/A
Revenues collected*	\$38,245	N/A	\$68,623	N/A

\*Revenues in FY 2011 include admissions, rentals, concessions and classes

**PARKS & RECREATION  
AQUATICS - 3397**

**EXPENDITURE AND STAFFING SUMMARY**

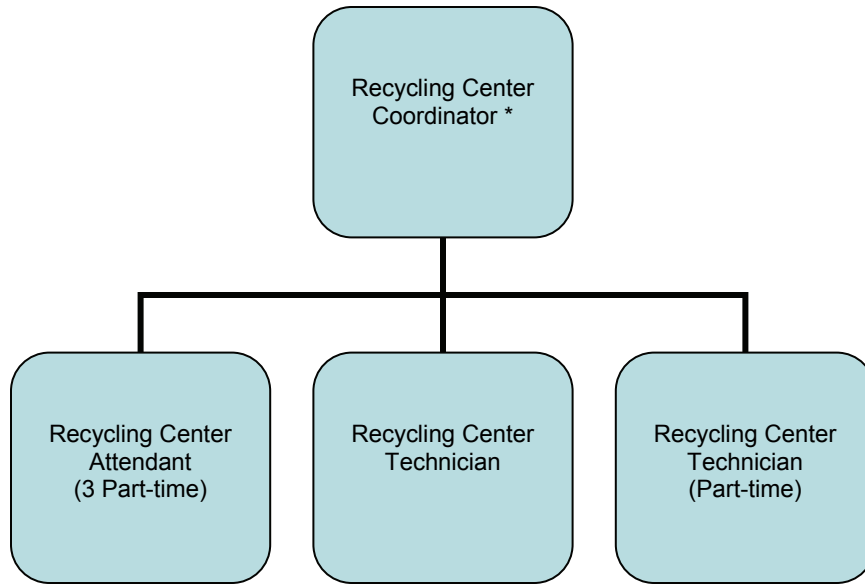
<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	199,913	425,670	418,515	65,435
Materials & Supplies	38,758	102,371	92,155	16,070
Building Maintenance	23,486	29,595	48,050	
Equipment Maintenance	488	600	1,096	
Miscellaneous Services	31,607	43,951	37,283	27,445
Inventory	2,326			
<b>TOTAL</b>	<b>296,578</b>	<b>602,187</b>	<b>597,099</b>	<b>108,950</b>

<b>STAFFING**</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Aquatics Manager	1	1	1	1
Part-time Head Lifeguard, Recreation Center	1	2	2	
Part-time Lifeguards, Recreation Center	14	19	19	
Part-time Water Safety Instructors, Recreation Ctr	2	2	2	
<b>TOTAL</b>	<b>18</b>	<b>24</b>	<b>24</b>	<b>1</b>

\*Same as adopted budget, unless where noted.

\*\*Does not include seasonal staffing.

**PARKS & RECREATION  
RECYCLING - 3351**



\*Reports to Director of Parks & Recreation

**PARKS & RECREATION  
RECYCLING - 3351**

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Work with At Your Door to ensure a smooth and successful transition to curbside household Hazardous Waste pick-up.
- ◇ Ensure that e-cycling continues in an efficient and cost effective manner.
- ◇ Work with Waste Management Recycling Division to keep the recycling process seamless and efficient for our customers.
- ◇ Ensure that the new HHW and Recycling programs are successful.
- ◇ Continue to provide quality service to our customers.
- ◇ Minimize the cost to operate our recycling programs.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of customer drop offs	17,709	23,766	23,376	19,000
Tons of material recycled	545	596	617	500
Tons per customer	0.031	0.025	0.026	0.026
Lbs. per customer	69	56	59	59
Gross Revenues	\$25,946	\$46,928	\$55,218	\$14,750
Customers per 1,000 population	195	260	248	196
Tons recycled per 1,000 population	6.01	6.53	6.56	5.15
Number of fluorescent bulbs recycled	N/A	1,345	3,424	1,081
Recycling revenue per 1,000 population	\$286.06	\$514.27	\$452.82	\$151.91

Note: Drop-off recycling and revenues from recycling hazardous waste materials are expected to reduce in FY 2012 due to new services in curbside recycling available from Waste Management.



**PARKS & RECREATION  
RECYCLING - 3351**

**EXPENDITURE AND STAFFING SUMMARY**

<b>EXPENDITURES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	141,361	124,256	138,616	137,703
Materials & Supplies	23,793	23,342	23,342	13,794
Equipment Maintenance	4,200	5,610	5,606	4,836
Miscellaneous Services	105,914	118,258	118,892	45,909
Sundry Charges	100			800
<b>TOTAL</b>	<b>275,368</b>	<b>271,466</b>	<b>286,456</b>	<b>203,042</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Recycling Center Coordinator	1	1	1	1
Recycle Center Technician	1	1	1	1
Part-Time Recycle Center Technician	1	1	1	1
Part-Time Recycling Center Attendant**	3	2	2	3
<b>TOTAL</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>6</b>

\*Same as adopted budget, unless where noted.

\*\*One Part-time Recycling Center Attendant position was eliminated mid-year 2011



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**WATER & SEWER FUND - 30  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Water & Sewer Fund is an enterprise fund that includes water and sewer system operations. The fund is operated in a manner similar to private business enterprises, where costs of providing the services to the public are financed primarily through user charges. The City provides water and sewer service to approximately 30,000 residential and commercial customers. Water & Sewer revenues provide 86% of the total revenue generated in the Water & Sewer Fund. As such, the City of Pearland continually monitors and evaluates the need to adjust water and sewer rates in order to ensure that the fund is self-supporting, that infrastructure rehabilitation is adequate, and that all bond covenants are in compliance. The fiscal year 2012 budget does not include a water or sewer rate increase.

	FY 2010 ACTUAL	FY 2011 AMENDED BUDGET	FY 2011 YEAR END PROJECTION	FY 2012 ADOPTED BUDGET
<b>REVENUES</b>				
SALE OF WATER	\$13,167,163	\$13,848,007	\$15,975,922	\$14,448,224
SEWER REVENUES	10,241,101	10,262,429	10,411,533	10,496,337
OTHER SERVICE CHARGES	1,368,157	1,445,256	1,295,407	1,350,294
INTEREST INCOME	47,133	19,324	41,597	23,577
OTHER MISCELLANEOUS INCOME	225,695	218,033	180,538	212,574
GRANT		348,000	348,000	
TRANSFERS IN	3,012,579	2,472,213	2,473,892	2,606,773
BOND/LEASE PROCEEDS	155,000	152,800	152,800	
<b>TOTAL</b>	<b>28,216,828</b>	<b>28,766,062</b>	<b>30,879,689</b>	<b>29,137,779</b>
<b>EXPENSES</b>				
<b>PUBLIC WORKS</b>				
LIFT STATIONS	820,220	1,358,653	1,342,513	689,754
WASTEWATER TREATMENT	3,304,136	3,379,792	3,743,086	3,469,754
WATER PRODUCTION	4,495,008	6,029,508	6,288,690	6,076,718
DISTRIBUTION & COLLECTION	1,760,355	1,863,454	1,936,744	1,731,109
CONSTRUCTION	851,560	1,036,785	1,042,889	942,126
GIS		172,967	152,140	255,393
W&S BILLING & COLLECTIONS	1,823,014	2,155,924	2,149,570	2,069,985
OTHER REQUIREMENTS	13,328,157	14,536,251	14,454,571	16,680,481
<b>TOTAL</b>	<b>26,382,450</b>	<b>30,533,334</b>	<b>31,110,203</b>	<b>31,915,320</b>
REVENUES OVER/(UNDER) EXPENSES	1,834,378	(1,767,272)	(230,514)	(2,777,541)
<b>TOTAL</b>				
<b>Beginning Cash Equivalents</b>	<b>10,206,405</b>	<b>12,040,783</b>	<b>12,040,783</b>	<b>11,810,269</b>
Reserve for Debt Service			181,649	363,298
<b>Ending Cash Equivalents</b>	<b>\$12,040,783</b>	<b>\$10,273,511</b>	<b>\$11,628,620</b>	<b>\$8,669,430</b>
Bond Coverage - 1.4			1.51	1.40
Cash Reserve Ratio - 25%			37%	27%

**WATER & SEWER FUND  
REVENUE & EXPENSE SUMMARY  
FY 2012 ADOPTED BUDGET**

**Fiscal Year 2010-2011**

Projected revenues of \$30,879,689 is \$2,113,627, or 7.3%, more than planned and \$2,662,861, or 9.4%, greater than fiscal year 2010 actual of \$28,216,828. The increase from the planned amount and 2010 is due to the lack of significant rainfall in 2011. Water and sewer projected revenues for 2011 total \$26,387,455 are expected to exceed budget by \$2,277,019. This is mainly reflective of the continued dry/hot weather, as well as continued, but small, residential and commercial growth in the community.

Expenses are anticipated to be \$31,110,203. Expenses are anticipated to be over budget by \$576,869 and \$4,727,753 over fiscal year 2010. Expenses over fiscal year 2010 are mainly due to transfers to capital project funds for pay-as-you-go capital projects (\$3.0 million) and increase in cost for the purchase of water (\$1.6 million), as well as maintenance and repair costs for lift stations. Ending balance at 9/30/11 is estimated to be \$11,628,620, with a 37% cash reserve ratio and a bond coverage of 1.51.

**Fiscal Year 2011-2012**

Fiscal year 2012 revenues total \$29,137,779, a \$1,741,910 decrease from fiscal year 2011 projections and a \$371,717 increase from the amended budget. The decrease is mainly attributed to the sale of water. Fiscal year 2011 experienced an unusually hot and dry year which is not anticipated at that same level in fiscal year 2012. Water sales and sewer charges decreased by \$1,442,894, or 5.5%, from fiscal year 2011 projections partially due to a decrease in average consumption for normal weather patterns. Transfers from other funds are \$132,881 higher than the fiscal year 2011 projection due to increases from the Impact Fee funds towards debt service, as well as the General Fund for services provided. Excluding non-recurring grant proceeds and lease purchase proceeds in 2011, revenues are actually \$1,241,110 lower than fiscal year 2011 projections.

Fiscal year 2012 expenses total \$31,915,320 and include water/sewer annual debt service payments of \$9.7 million. Expenses are \$805,117, or 2.6%, greater than the fiscal year 2011 projections and are \$1,381,986, or 4.5%, higher than the amended budget. Major increases for fiscal year 2012 are seen in transfers to capital funds for pay-as-you-go water and sewer related projects.

Enhancements to the budget total \$666,441 and include funding for one Operator I and one Operator II to begin in December, including vehicle and other supplies for the dead-end flushing program and water quality issues (\$136,343), year four-and-a-half of the six-year unidirectional flushing program (\$95,000), increase in the number of meters for the meter change-out program (\$60,490), fiber network to SWEC (\$60,000), and one Field Service Technician to hire in December (\$54,326).

Ending balance at 9/30/2012 is expected to be \$8,669,430, with a planned drawdown of \$2,777,541 towards pay-as-you-go CIP. Bond coverage is 1.40 and cash reserves are 27%.

**WATER & SEWER FUND  
REVENUE  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>REVENUE CATEGORY</b>	<b>FY 2010 ACTUAL</b>	<b>FY 2011 AMENDED BUDGET</b>	<b>FY 2011 YEAR END PROJECTION</b>	<b>FY 2012 ADOPTED BUDGET</b>
030-0000-353.04-02	Water Sales	13,167,163	13,848,007	15,975,922	14,448,224
030-0000-353.04-03	Sewer Charges	10,241,101	10,262,429	10,411,533	10,496,337
030-0000-353.04-04	Sanitation Billing Fee	318,172	329,136	325,644	330,194
030-0000-353.04-07	Connection Fee	131,782	129,000	118,000	120,000
030-0000-353.04-09	Water Tap Fee	300,853	325,000	306,000	370,100
030-0000-353.04-10	Sewer Tap Fee	11,892	13,045	12,000	15,000
030-0000-353.04-11	Late Payment Fee	444,439	470,000	375,000	360,000
030-0000-353.04-12	Meter Set Fee	1,500	1,500	1,463	1,500
030-0000-353.04-13	Curb Stop Replacement Fee	804	1,000	500	1,000
030-0000-353.04-14	Reconnect Fee	136,855	155,000	135,000	130,000
030-0000-353.04-15	Grease Trap Fee	19,575	19,575	20,800	21,500
030-0000-353.04-99	Miscellaneous	2,285	2,000	1,000	1,000
<b>*CHARGES FOR SERVICE</b>		<b>24,776,421</b>	<b>25,555,692</b>	<b>27,682,862</b>	<b>26,294,855</b>
030-0000-356.00-00	Interest	19,655	19,324	40,274	23,577
030-0000-356.04-00	Certificate of Deposit	27,478		1,323	
<b>*INTEREST</b>		<b>47,133</b>	<b>19,324</b>	<b>41,597</b>	<b>23,577</b>
030-0000-357.01-00	Federal		348,000	348,000	
<b>*GRANT</b>			<b>348,000</b>	<b>348,000</b>	
030-0000-358.12-00	NSF Fees	9,000	9,500	5,700	6,000
030-0000-358.15-00	Sale of Property	3,653	9,500	664	
030-0000-358.16-00	Cash Over/Short	277			
030-0000-358.45-00	Insurance Reimbursements	3,392			
030-0000-358.98-00	Reimbursements	139,033	139,033	139,174	139,127
030-0000-358.99-00	Miscellaneous	70,340	60,000	35,000	67,447
<b>*MISCELLANEOUS</b>		<b>225,695</b>	<b>218,033</b>	<b>180,538</b>	<b>212,574</b>
030-0000-359.11-00	From Fund 42	1,535,432	1,464,847	1,464,847	1,506,740
030-0000-359.12-00	From Fund 44	915,830	837,626	837,626	877,222
030-0000-359.21-00	From Fund 64	391,577		1,679	
030-0000-359.99-00	From Fund 10	169,740	169,740	169,740	222,811
<b>*INTERFUND TRANSFERS</b>		<b>3,012,579</b>	<b>2,472,213</b>	<b>2,473,892</b>	<b>2,606,773</b>
030-0000-360.03-00	Capital Lease Proceeds	155,000	152,800	152,800	
<b>*OTHER FINANCING SOURCES</b>		<b>155,000</b>	<b>152,800</b>	<b>152,800</b>	
<b>TOTAL</b>		<b>\$28,216,828</b>	<b>\$28,766,062</b>	<b>\$30,879,689</b>	<b>\$29,137,779</b>

**WATER & SEWER FUND  
EXPENSE AND STAFFING SUMMARY  
FY 2012 ADOPTED BUDGET**

**EXPENSE AND STAFFING SUMMARY**

<b>EXPENSES BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Lift Stations	820,220	1,358,653	1,342,513	689,754
Wastewater Treatment	3,304,136	3,379,792	3,743,086	3,469,754
Water Production	4,495,008	6,029,508	6,288,690	6,076,718
Distribution & Collection	1,760,355	1,863,454	1,936,744	1,731,109
Construction	851,560	1,036,785	1,042,889	942,126
GIS		172,967	152,140	255,393
W&S Revenue Collections	1,823,014	2,155,924	2,149,570	2,069,985
Other Requirements	13,328,157	14,536,251	14,454,571	16,680,481
<b>WATER &amp; SEWER DEPT TOTAL</b>	<b>26,382,450</b>	<b>30,533,334</b>	<b>31,110,203</b>	<b>31,915,320</b>

<b>EXPENSES BY CATEGORY</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	4,221,317	4,482,695	4,555,322	4,736,182
Materials & Supplies	3,784,577	5,500,041	5,630,891	5,195,299
Building Maintenance	49,587	71,555	55,000	61,350
Equipment Maintenance	910,874	1,392,002	1,536,538	980,009
Miscellaneous Services	3,778,247	3,935,166	4,455,385	4,195,311
Inventory	14,568	24,467	24,811	25,400
Transfers/Other Charges	13,213,835	14,427,535	14,279,375	16,456,344
Capital Outlay	409,445	699,873	572,881	265,425
<b>WATER &amp; SEWER DEPT TOTAL</b>	<b>26,382,450</b>	<b>30,533,334</b>	<b>31,110,203</b>	<b>31,915,320</b>

<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Lift Stations	6	6	6	6
Wastewater Treatment	14.5	14.75	14.75	14.75
Water Production	8	10	10	12
Distribution & Collection	24	23.5	23.5	23.5
Construction	11.5	12.25	12.25	13
GIS		2.25	2.25	3
W&S Revenue Collections	19	20	20	21
Other Requirements				
<b>WATER &amp; SEWER DEPT TOTAL</b>	<b>83.00</b>	<b>88.75</b>	<b>88.75</b>	<b>93.25</b>

\*Same as adopted budget, unless where noted.

FY 2012 - 3.75 new positions and reclass of .75 equivalent positions from General Fund

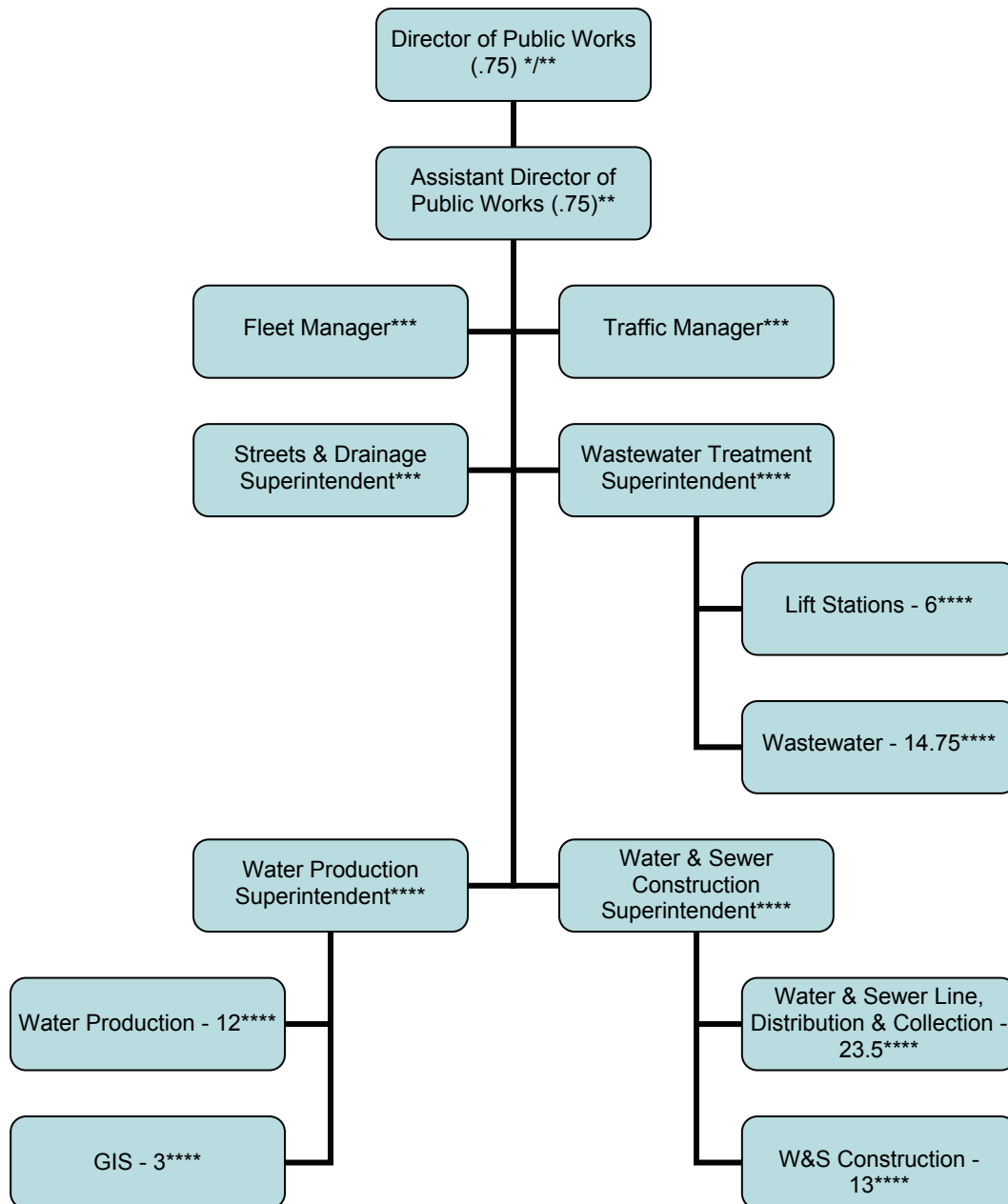
# PUBLIC WORKS

## VISION STATEMENT

The Public Works Department will work in partnership with all City departments to meet the current and future needs of our community by offering professional expertise, supporting City Council goals, providing quality workmanship, and developing future leaders.

## MISSION STATEMENT

The mission of the Public Works Department is to provide quick, professional, quality, cost-effective service to all customers within our community: Residents, Businesses, and City Staff.



\*Reports to Assistant City Manager  
\*\*Positions are funded 25% in General Fund  
\*\*\*Positions funded 100% in General Fund  
\*\*\*\*Positions funded 100% in Water & Sewer Fund

## PUBLIC WORKS

### OVERVIEW

The Public Works divisions maintain the City streets, drainage and water and sewer systems. There are a total of ten (10) divisions managed by Public Works Administration, six (6) of which are funded from the Water & Sewer Fund and four (4) from the General Fund. The six divisions that are in the Water & Sewer Fund include Lift Stations, Wastewater Treatment, Water Production, W&S Distribution and Collection, W&S Construction and Public Works GIS. The divisions funded in the Water & Sewer Fund manage the following:

#### Water

15 Ground Storage Water Tanks	6 Elevated Water Towers
11 Wells	443 miles of Water Mains
34,421 Water connections	10,050,562 avg. daily water production
0.968 billion gallons purchased	

#### Wastewater Treatment/Sewer

5 Sewer Plants	80 Lift Stations
6.5 million avg. gallons treated daily	50.2 million gallons capacity
380 miles Sewer Mains	

In addition to managing the above, the Lift Station division oversees the odor control operation and provides troubleshooting and programming to the SCADA system for this division. The Wastewater Treatment division provides sludge disposal services, laboratory testing, compliance documentation and reporting to maintain compliance with TCEQ regulations, and general plant maintenance and repairs. Water Production provides laboratory testing of water, collects water samples and submits reports to maintain compliance with TCEQ regulations, responds to residents' calls for services, and maintains water plant operations and maintenance. W&S Distribution and Collection conducts water and sewer repairs, sewer line inspections and preventive maintenance, as well as meter and ROW inspections, line locates and responds to emergencies and residents' calls. The W&S Construction division repairs concrete after water and sewer repairs, repairs concrete for trip hazards and ADA compliance, installs water and sewer lines, manages sidewalk installation and provides assistance on City projects as needed. The GIS division creates and maintains GIS layers, creates maps on demand, acquires GPS points, integrates data points into the GIS system, and provides assistance to those wanting to build within the City.

#### **Key Budget Items for FY 2012 include:**

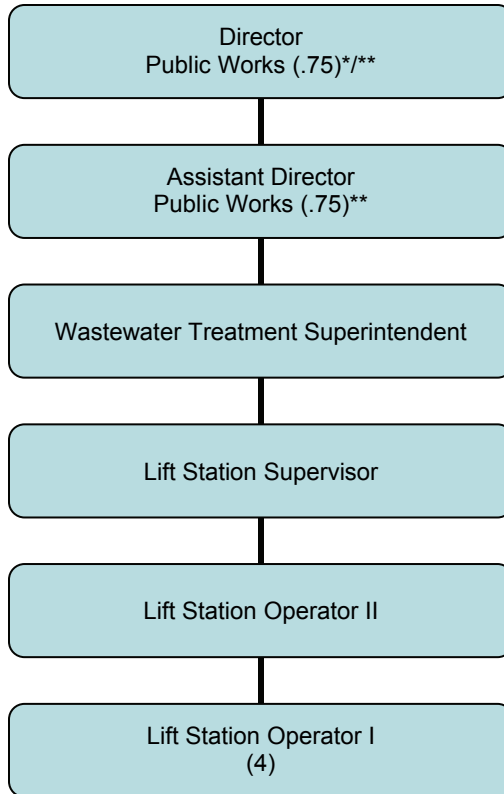
- ◇ The addition of 0.75 FTE for a full-time Administrative Clerk, 0.25 FTE funded from the General Fund
- ◇ One (1) replacement vehicle in Lift Stations
- ◇ Re-build centrifuge at Far Northwest Wastewater Treatment Plant
- ◇ Update the Wastewater Treatment Plants' Storm Water discharge Plans (1/2 funded by Engineering)
- ◇ Reserve fuel tank for generator at FNW/WWTP
- ◇ One (1) replacement vehicle in Wastewater Treatment
- ◇ One (1) Operator I and one (1) Operator II position with two (2) vehicles, funded for 10 months in Water Production
- ◇ Year four-and-a-half of a six-year unidirectional flushing program in Water Production
- ◇ Purchase of 3 MGD of water from the newly constructed Alice Street Water Plant
- ◇ One (1) replacement vehicle in Distribution and Collection
- ◇ Annual Subscription to Geonet Network for GIS
- ◇ Install one (1) HT T2300 PostScript E-Multifunction Printer to replace the existing two (2) units in GIS
- ◇ One (1) Topcon GPS Receiver to provide increased accuracy when under vegetation and close to large structures
- ◇ One (1) replacement vehicle in GIS
- ◇ New GIS division established in FY 2011; 75% W&S and 25% GF; In FY 2012 100% charged to W&S Fund with 25% transfer from GF



**PUBLIC WORKS  
LIFT STATIONS - 4041**

**MISSION STATEMENT**

The mission of the Public Works Lift Stations Division is to operate and maintain sanitary and storm water lift stations in order to ensure healthy and sanitary conditions for citizens and the environment through their continued safe operation.



\*Reports to Assistant City Manager

\*\*Positions funded 25% in General Fund

**PUBLIC WORKS  
LIFT STATIONS - 4041**

**GOALS**

- ◇ Provide a safe work environment for employees and eliminate any safety hazards to the public.
- ◇ Provide dependable sanitary sewer service to the City through efficient operation of the lift stations.
- ◇ Protect the health of people and the environment through proper conveyance of wastewater, while maintaining compliance with state and federal agencies.
- ◇ Aid in efficient operation of the City's drainage system by maintaining storm water pumping stations.
- ◇ Develop personnel for leadership roles.
- ◇ Provide quality customer service in a timely manner.
- ◇ Seek out and identify methods and technologies for improving energy efficiency.

**FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Maintained and repaired, as necessary, all sanitary and storm lift stations.
- ◇ Completed employee training and testing for license upgrades.
- ◇ Worked with contractors and engineers to successfully complete and bring online new lift stations at Knapp Road and SH35.
- ◇ Purchased, installed, and commissioned backup generators at the Corrigan and West Mary's Creek storm water pumping stations.
- ◇ Purchased and commissioned four portable generators for lift station emergency power funded in Streets & Drainage division.
- ◇ Completed rehabilitation of the piping and coatings at both the Cullen and Dixie Farm Road lift stations.
- ◇ Added SCADA controls to Dixie Farm North, Town Lake, Park Village, and Highland Glen lift stations.

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Continue to upgrade, repair, and maintain all sanitary and storm lift stations.
- ◇ Train incoming and current employees and encourage them to obtain and upgrade TCEQ licenses.
- ◇ Assist the Projects Department in the design and construction of the new Twin Creek lift station to eliminate older lift stations and improve sanitary service in the area.
- ◇ Assist in bringing online the new Cowarts Creek storm water pumping station, funded in Streets & Drainage division.
- ◇ Assist the Projects Department during design and construction of the new Max Road storm water detention pond and pumping station. This was funded in the Streets & Drainage division and the work was performed by personnel in the Lift Station division.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of sanitary lift stations*	78	78	80	72
Number of storm water pump stations*	4	4	4	5
Number of sanitary L/S overflows	6	13	5	3
Number of major repairs	N/A	15	22	10
Cost per gallon processed (monthly average)	\$0.0003	\$0.0003	\$0.0004	\$0.0004
Number of lift station skimmings	139	154	76	150

\*These numbers rarely change and are only valuable to show amount of infrastructure being maintained.

**PUBLIC WORKS  
LIFT STATIONS - 4041**

**EXPENSE AND STAFFING SUMMARY**

<b>EXPENSES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	319,556	319,691	343,537	341,214
Materials & Supplies	22,409	26,150	26,700	26,200
Building Maintenance	16,470	17,650	17,650	19,000
Equipment Maintenance*	160,857	513,969	525,420	89,440
Miscellaneous Services	197,586	189,893	206,296	191,965
Inventory	641			
Capital Outlay	102,701	291,300	222,910	21,935
<b>TOTAL</b>	<b>820,220</b>	<b>1,358,653</b>	<b>1,342,513</b>	<b>689,754</b>

\*FY 2011 includes \$348,000 for Lift Station switches and \$54,154 for rehab of Cullen Lift Station.

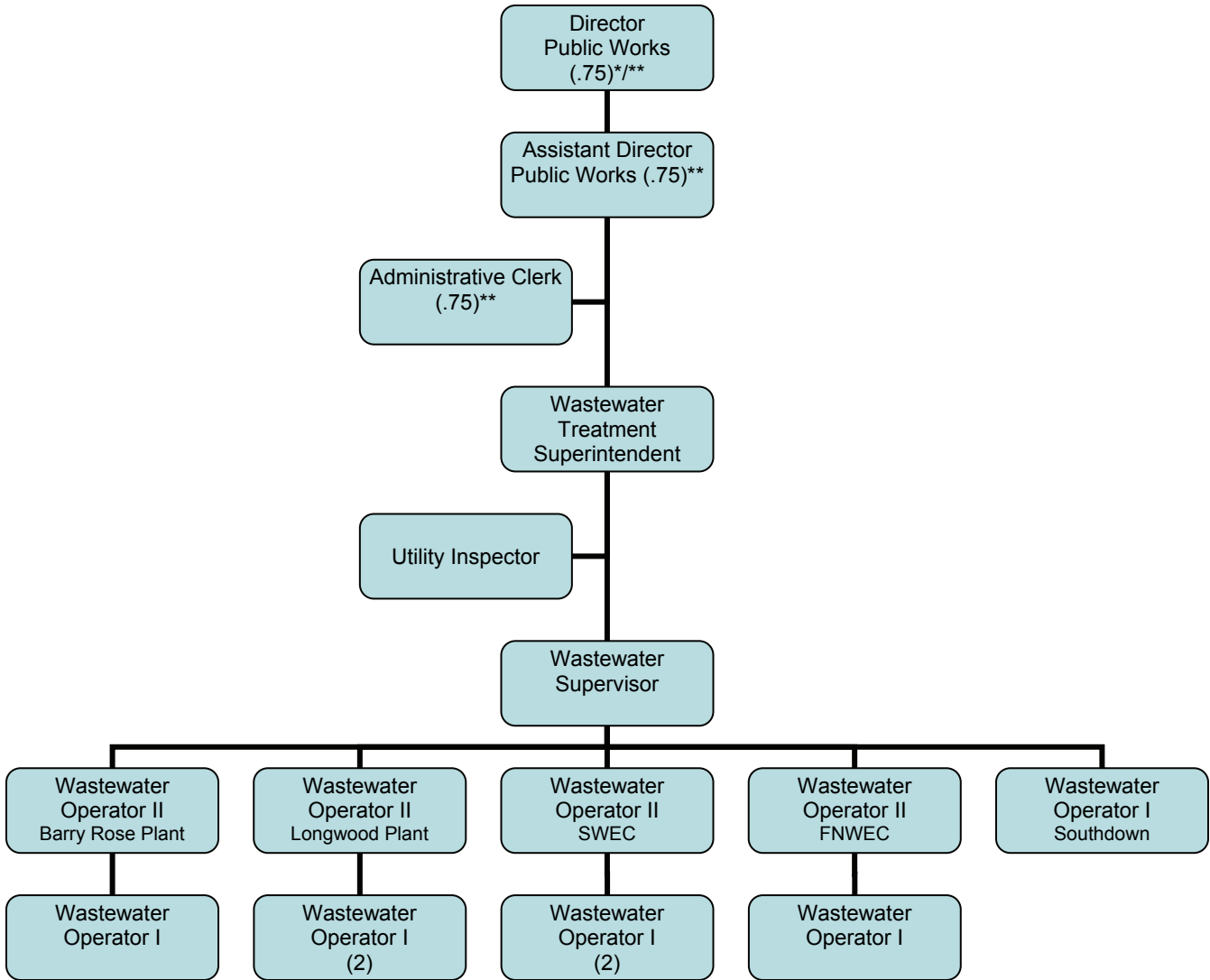
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Lift Station Supervisor	1	1	1	1
Lift Station Operator II	1	1	1	1
Lift Station Operator I	4	4	4	4
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

\*Same as adopted budget, unless where noted.

# PUBLIC WORKS WASTEWATER TREATMENT - 4042

## MISSION STATEMENT

The mission of the Public Works Wastewater Treatment Division is to efficiently and effectively treat City of Pearland wastewater to protect the environment as well as public health, safety, and welfare; while ensuring the effluent to the receiving stream meets or exceeds all environmental standards and regulations.



\*Reports to Assistant City Manager  
 \*\*Positions funded 25% in General Fund

## PUBLIC WORKS WASTEWATER TREATMENT - 4042

### GOALS

- ◇ Discharge effluent that is of higher quality than the receiving stream.
- ◇ Provide a safe work environment for employees and to eliminate any safety hazards to the public.
- ◇ Inspect all grease traps in the City in order to minimize disruptions to the wastewater collection system.
- ◇ Minimize the cost of wastewater treatment while maintaining high quality effluent.
- ◇ Develop personnel for leadership roles.
- ◇ Provide quality customer service in a timely manner.
- ◇ Protect the health of people and the environment through proper treatment of wastewater, while maintaining compliance with state and federal agencies.
- ◇ Seek out and identify methods and technologies for improving energy efficiency.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Maintained and operated five wastewater treatment plants.
- ◇ Completed additional training for employees to maintain licenses or receive license upgrades.
- ◇ Completed rebuilding the Far Northwest Treatment Plant blowers.
- ◇ Completed rehabilitation of the SWEC Treatment Plant centrifuge.
- ◇ Continued to address remaining problems associated with the SWEC Plant expansion.
- ◇ Assisted Projects Department with scope and design of ongoing projects for the Longwood, Far Northwest, and Barry Rose Treatment Plants.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Continue to efficiently maintain and operate the wastewater treatment plants to reduce permit violations and maintain a high quality effluent.
- ◇ Continue to train and encourage employees to learn processes and obtain or upgrade TCEQ licenses.
- ◇ Continue to work with the Projects Department and engineering consultants on the Longwood, Far Northwest, and Barry Rose plant upgrades.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Wastewater treatment plants <sup>1</sup>	5	5	5	5
Wastewater gallons treated in billion gallons	2.106	2.361	2.094	2.400
Cost per gallon to treat wastewater <sup>2</sup>	\$0.0015	\$0.0014	\$0.0014	\$0.0014
Grease trap inspections	258	405	684	800
Percent of WWT plant samples in compliance with regulatory reporting requirements	43%	99%	100%	99%
Number of permit violations:	44	13	6	6
Major violations	0	0	0	0
Minor violations	44	13	6	6
Number of routine trips prevented with SCADA	9	33	31	N/A
Number of training hours to maintain employee certification	80	220	240	360

<sup>1</sup>This number is not expected to change in the foreseeable future.

<sup>2</sup>Cost to treat wastewater is based on actual department expenditures for number of gallons treated.

**PUBLIC WORKS  
WASTEWATER TREATMENT - 4042**

**EXPENSE AND STAFFING SUMMARY**

<b>EXPENSES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	768,658	806,922	806,875	819,673
Materials & Supplies	366,468	364,211	364,811	365,711
Building Maintenance	1,395	2,000	2,000	2,000
Equipment Maintenance	203,704	343,670	346,391	303,701
Miscellaneous Services*	1,899,642	1,794,989	2,173,611	1,940,214
Inventory	641			
Capital Outlay	63,628	68,000	49,398	38,455
<b>TOTAL</b>	<b>3,304,136</b>	<b>3,379,792</b>	<b>3,743,086</b>	<b>3,469,754</b>

\*FY 2011 includes \$45,000 for rebuilding of centrifuge at Barry Rose and SWEC plants, rebuilding of 3 blowers at Far Northwest plant, and an increase in utilities cost.

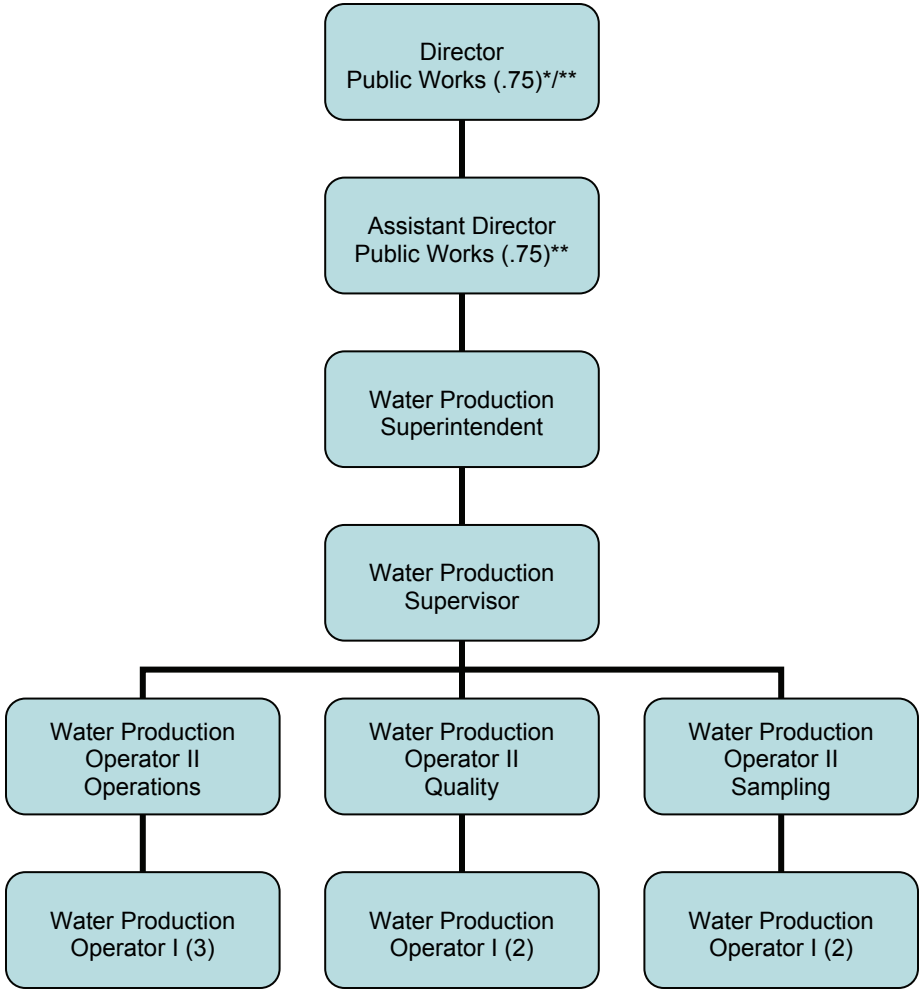
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Wastewater Treatment Superintendent	1	1	1	1
Utility Inspector	1	1	1	1
Wastewater Supervisor	1	1	1	1
Wastewater Treatment Operator II	4	4	4	4
Wastewater Treatment Operator I	7	7	7	7
Administrative Clerk	0.5	0.75	0.75	0.75
<b>TOTAL</b>	<b>14.5</b>	<b>14.75</b>	<b>14.75</b>	<b>14.75</b>

\*Same as adopted budget, unless where noted.

**PUBLIC WORKS  
WATER PRODUCTION - 4043**

**MISSION STATEMENT**

The mission of the Public Works Water Production Division is to safely provide clean, superior, high quality potable water for the citizens of Pearland, while offering professional and timely customer service.



\*Reports to Assistant City Manager  
\*\*Positions funded 25% in General Fund

**PUBLIC WORKS  
WATER PRODUCTION - 4043**

**GOALS**

- ◇ Maintain a "Superior" water quality rating.
- ◇ Meet federal regulations regarding security.
- ◇ Promote a safe work environment for employees and eliminate any safety hazards to the public.
- ◇ Maintain knowledge of all state and federal rules and regulations pertaining to potable water.
- ◇ Monitor the water distribution system to minimize the cost of maintenance while maintaining a high standard of service.
- ◇ Develop personnel for leadership roles.
- ◇ Provide quality customer service in a timely manner.
- ◇ Seek out and identify methods and technologies for improving energy efficiency.

**FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Continued implementation of the dead-end flushing program.
- ◇ Installed permanent sample stations at strategic points throughout the City.
- ◇ Completed design and implementation of Unidirectional Flushing program year three.
- ◇ Assisted Projects Department during construction of new Alice Street water plant.
- ◇ Recognized by TCEQ as an outstanding Public Drinking Water System.
- ◇ Hired two new operators, who obtained "C" water treatment operator licenses.

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Continue training operators to improve knowledge and upgrade licenses where desired.
- ◇ Continue implementation of the Unidirectional Flushing program - year four-and-a-half.
- ◇ Create a plan to improve security of the water system.
- ◇ Continue study of water quality throughout the City.
- ◇ Continue support of Alice St. water plant project.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Water Wells <sup>1</sup>	11	11	11	9
Water Pumping Stations <sup>1</sup>	2	2	2	3
Water produced from wells (gallons in billions)	2.574	3.065	3.869	2.768
Water purchased from City of Houston (gallons in billions)	1.125	0.618	0.896	1.417
Surface Water purchased from Clear Brook City Mud (gallons in millions)	21	16	72	24
Total water purchased (gallons in billions)	1.146	0.634	0.968	1.441
Combined gallons of water produced - well and surface (gallons in billions)	3.720	3.699	4.837	4.209
Quality control samples collected	1,713	1,716	1,868	1,850
Cost per gallon to produce water <sup>2</sup>	\$0.0005	\$0.0005	\$0.0004	\$0.0004
Cost per gallon to purchase water <sup>2</sup>	\$0.0029	\$0.0040	\$0.0043	\$0.0025
Water system rating by T.C.E.Q. <sup>3</sup>	Superior	Superior	Superior	Superior
Percent of TCEQ reports submitted on time	100%	100%	100%	100%
Number of preventive maintenance jobs conducted	64	83	101	90



**PUBLIC WORKS  
WATER PRODUCTION - 4043**

**PERFORMANCE MEASURES** (continued)

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Number of customers (average)	31,600	32,970	35,370	36,000
Total number of water quality complaints	405	543	437	400
Number of annual water quality complaints per 1,000 customers	12.8	16.5	12.4	11.1
Percent of water quality complaints substantiated	46%	78%	88%	75%
Percent of water samples in compliance	100%	100%	100%	100%
Number of training hours to maintain employee certification	208	160	292	400

<sup>1</sup>These numbers are not expected to change in the foreseeable future.

<sup>2</sup>Cost per gallon to produce water is based on actual department expenditures less the purchase of water compared to gallons produced. The cost per gallon to purchase water during FY 2011 increased due to extended drought conditions the City exceeded the 70 million gallons/month contracted rate, therefore paid a surcharge on the amount over contract.

<sup>3</sup>This value is not expected to change.

**PUBLIC WORKS  
WATER PRODUCTION - 4043**

**EXPENSE AND STAFFING SUMMARY**

<b>EXPENSES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	496,255	548,835	563,819	668,067
Materials & Supplies	2,193,176	3,776,266	3,914,982	3,571,315
Building Maintenance	27,661	45,535	30,000	35,000
Equipment Maintenance	315,906	307,084	339,518	319,862
Miscellaneous Services*	1,299,994	1,306,239	1,394,822	1,444,278
Inventory	8,908	5,509	5,509	
Capital Outlay	153,108	40,040	40,040	38,196
<b>TOTAL</b>	<b>4,495,008</b>	<b>6,029,508</b>	<b>6,288,690</b>	<b>6,076,718</b>

\*Due to drought, the purchase of surface water was higher in FY 2011 as the City exceeded the 70 million gallons/month contracted rate and paid a surcharge on the amount over contract.

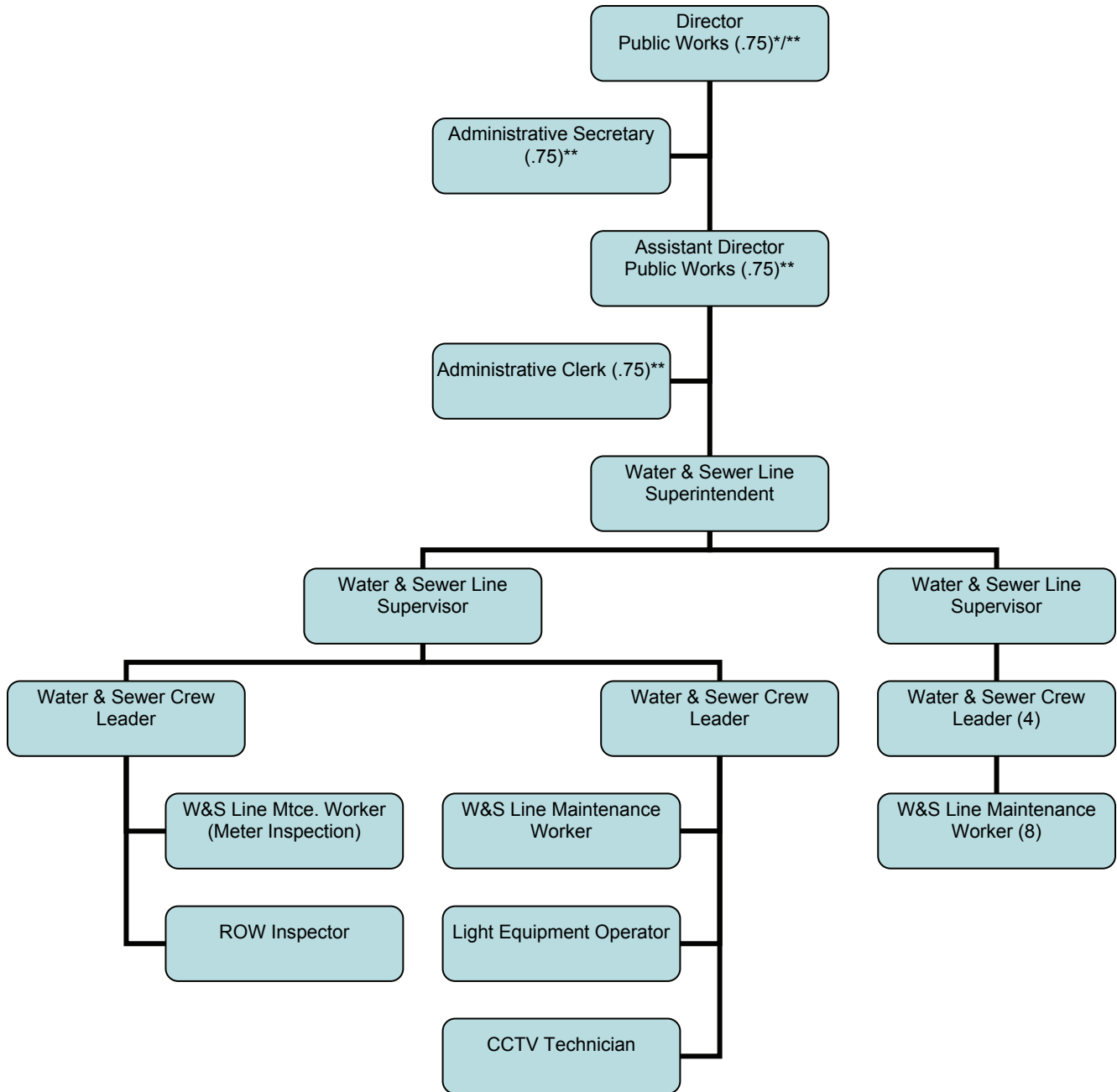
<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Water Production Superintendent	1	1	1	1
Water Production Supervisor	1	1	1	1
Water Production Operator II	2	2	2	3
Water Production Operator I	4	6	6	7
<b>TOTAL</b>	<b>8</b>	<b>10</b>	<b>10</b>	<b>12</b>

\*Same as adopted budget, unless where noted.

# PUBLIC WORKS W&S DISTRIBUTION AND COLLECTION - 4044

## MISSION STATEMENT

The mission of the Public Works Water & Sewer Maintenance Division is to provide quick and professional service, while efficiently and cost-effectively maintaining, repairing, and improving water and sewer infrastructure that meets the needs of our citizens and businesses.



\*Reports to Assistant City Manager  
\*\*Positions funded 25% in General Fund

**PUBLIC WORKS  
W&S DISTRIBUTION AND COLLECTION - 4044**

**GOALS**

- ◇ Provide distinguished customer service by quickly and courteously responding to citizen complaints or requests.
- ◇ Provide efficient operation of the sanitary infrastructure by minimizing surcharges, overflows, and inflow and infiltration in the sanitary sewer system.
- ◇ Maintain the water distribution system in order to minimize the cost of water loss while maintaining a high standard of service.
- ◇ Develop personnel for leadership roles.
- ◇ Develop a mind set for safety awareness.

**FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Responded to much larger volume of call-outs than normal due to summer drought conditions.
- ◇ Cleaned and inspected over 138,000 linear feet of sanitary sewer using video technology.
- ◇ Supported the Projects Department as needed during construction of the Walnut St., Orange St., and SH35 transportation projects.

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Continue providing support as needed to the Projects Department.
- ◇ Continue to respond efficiently to all water main and service line breaks.
- ◇ Continue to clean and inspect sanitary sewer lines in order to prioritize future CIP replacement of damaged lines.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of call-outs	350	512	984	500
Water mains (miles)*	423	433	443	465
Sanitary sewer lines (miles)*	375	379	380	385
Number of fire hydrants*	4,336	4,410	4,688	4,675
Fire Hydrant Maintenance & Inspections	451	402	395	400
Manhole Maintenance & Inspection (number of manholes)	714	447	285	450
Water/sewer lines located	10,237	9,494	9,033	9,000
Miles of line inspected	N/A	29	29	40
Backed up emergency sewer repairs	270	325	310	350
Percent completed within 1 day	100%	100%	100%	100%
Number of water main breaks repaired	168	82	410	240
Percent of emergency water main repairs completed within 1 day	100%	100%	100%	100%
Number of service line leaks repaired	627	1,034	898	750
Number of leaks at the meter repaired	435	787	701	500

\*These numbers are valuable only to show amount of infrastructure being maintained.

**PUBLIC WORKS  
W&S DISTRIBUTION AND COLLECTION - 4044**

**EXPENSE AND STAFFING SUMMARY**

<b>EXPENSES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	1,216,426	1,180,417	1,182,954	1,206,064
Materials & Supplies	343,045	335,436	341,966	336,016
Building Maintenance	3,901	4,000	4,000	4,000
Equipment Maintenance	131,986	85,889	189,752	106,578
Miscellaneous Services	39,918	62,847	63,207	53,813
Inventory	641			
Capital Outlay**	24,438	194,865	154,865	24,638
<b>TOTAL</b>	<b>1,760,355</b>	<b>1,863,454</b>	<b>1,936,744</b>	<b>1,731,109</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Water and Sewer Line Superintendent	1	1	1	1
Water and Sewer Line Supervisor	2	2	2	2
Water and Sewer Crew Leader	6	6	6	6
Public Works ROW Inspector	1	1	1	1
Water and Sewer Line Maintenance Worker	9	10	10	10
Closed Circuit Television (CCTV) Technician	1	1	1	1
Light Equipment Operator	1	1	1	1
GIS Technician**	1			
GPS Technician I**	0.5			
GPS Technician II**	0.5			
Administrative Secretary	0.5	0.75	0.75	0.75
Administrative Clerk	0.5	0.75	0.75	0.75
<b>TOTAL</b>	<b>24</b>	<b>23.5</b>	<b>23.5</b>	<b>23.5</b>

\*Same as adopted budget, unless where noted.

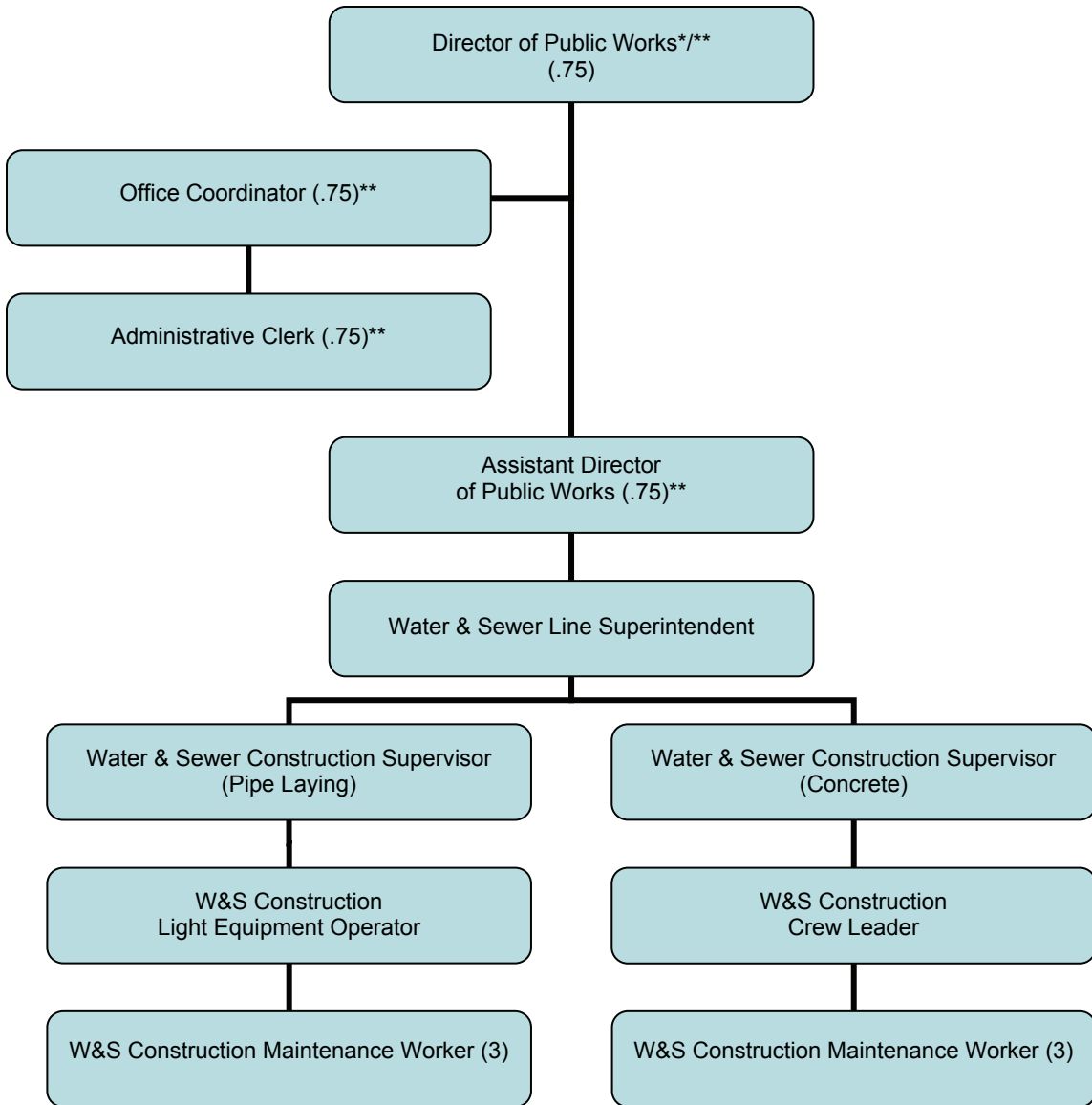
\*\*Moved to new division in FY 2011.

\*\*\*FY 2011 includes \$105,668 for the purchase of 5 vehicle replacements with equipment.

**PUBLIC WORKS  
W&S CONSTRUCTION - 4047**

**MISSION STATEMENT**

The mission of the Public Works Water & Sewer Construction Division is to complete water, sewer, drainage, and concrete projects to City of Pearland standards.



\*Reports to Assistant City Manager

\*\*Positions are funded 25% in General Fund

**PUBLIC WORKS  
W&S CONSTRUCTION - 4047**

**GOALS**

- ◇ Provide distinguished customer service by quickly and courteously responding to citizen complaints or requests, including requests from City departments.
- ◇ Expand our knowledge of the latest methods and technologies.
- ◇ Enhance the City infrastructure by replacing antiquated services with services that meet fire protection and City codes.
- ◇ Reduce the cost of capital projects where possible by providing specific construction services.
- ◇ Develop personnel for leadership roles.
- ◇ Develop a mind set for safety awareness.

**FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Finished Sterling Road fire protection water line project.
- ◇ Installed 5,255 feet of water line and 10 fire hydrants on Hawk and Hillhouse Roads to provide fire protection in the area.
- ◇ Installed 600 feet of water line between Village of Mary's Creek subdivision and Independence Park to improve water quality and circulation in the area.
- ◇ Installed 110 feet of steel water pipe over the Robinson Street bridge.
- ◇ Replaced over 13,000 square feet of concrete sidewalk and curb due to water main line breaks and sidewalk trip hazards.

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Install new water line on East Orange Street to improve circulation and water quality.
- ◇ Install water lines at various locations to eliminate dead ends and improve water quality and circulation.
- ◇ Extend the water line on Pearland Parkway from Shadycrest to Dixie Farm Road.
- ◇ Continue to address sidewalk trip hazards as resources and priorities allow.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Water main installation (feet)	2,750	6,901	5,945	8,500
Sewer main installation (feet)	0	2,320	0	0
Drainage projects (new construction, measured in feet)	4,895	0	0	0
Average backlog of sidewalk/curb repair work orders	N/A	N/A	239	180
Total work orders	5,936	3,562	4,156	4,715
Sidewalk/driveway/curb repair	144	144	175	200
Concrete street repair	3	2	4	5
Manhole repairs	7	8	17	10
Sidewalk repairs (feet) - trip hazards and repairs	5,782	3,408	3,960	4,500

**PUBLIC WORKS  
W&S CONSTRUCTION - 4047**

**EXPENSE AND STAFFING SUMMARY**

<b>EXPENSES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	632,126	722,845	725,984	751,517
Materials & Supplies	87,732	74,428	74,428	74,458
Building Maintenance	160			
Equipment Maintenance	63,058	63,584	71,120	71,056
Miscellaneous Services	15,997	66,002	59,145	45,095
Inventory	2,374	4,258	6,544	
Capital Outlay*	50,113	105,668	105,668	
<b>TOTAL</b>	<b>851,560</b>	<b>1,036,785</b>	<b>1,042,889</b>	<b>942,126</b>

\*FY 2011 includes the purchase of five replacement vehicles and equipment.

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Director of Public Works	0.5	0.75	0.75	0.75
Assistant Director of PW	0.5	0.75	0.75	0.75
Office Coordinator	0.5	0.75	0.75	0.75
Administrative Clerk				0.75
W & S Construction Supervisor	2	2	2	2
W & S Crew Leader	2	2	1	1
W & S Light Equipment Operator			1	1
W & S Construction Maintenance Worker	6	6	6	6
<b>TOTAL</b>	<b>11.5</b>	<b>12.25</b>	<b>12.25</b>	<b>13</b>

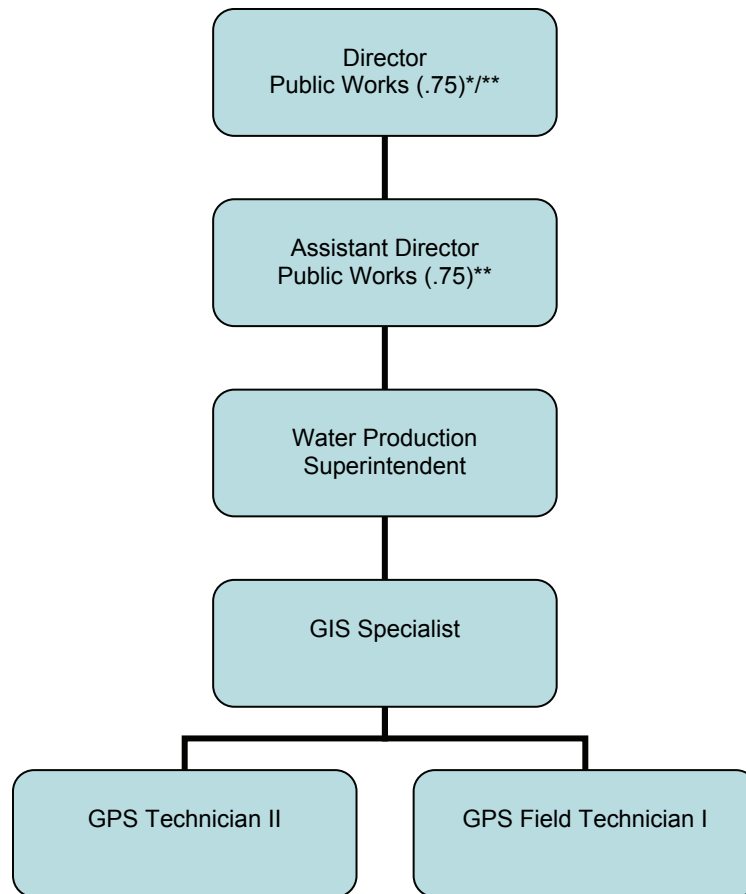
\*Same as adopted budget, unless where noted.



**PUBLIC WORKS  
GIS - 4048**

**MISSION STATEMENT**

The mission of the Public Works GIS/GPS Division is to provide, manage, maintain, and effectively utilize accurate, reliable, and consistent geospatial data of the City's infrastructure.



\*Reports to Assistant City Manager

\*\*Positions are funded 25% in General Fund

**PUBLIC WORKS  
GIS - 4048**

**GOALS**

- ◇ Use GIS/GPS technologies wherever possible to continuously improve efficiency and increase productivity across the City.
- ◇ Maintain, update and expand the digital mapping systems of the City's infrastructure.
- ◇ Provide timely, accurate, and meaningful GIS/GPS data.
- ◇ Convert and integrate available data into a standard format to import into a centralized database.
- ◇ Produce informative maps, reports, and digital graphics, and assist with presentation of geographic information.
- ◇ Utilize GPS equipment for data acquisition and analysis.
- ◇ Maintain Public Works as-built/record drawing library.

**FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Updated GIS maps of City infrastructure.
- ◇ Facilitated acquisition of new GPS equipment by Traffic Management division and trained those employees.

**FISCAL YEAR 2012 OBJECTIVES**

- ◇ Continue to update and maintain the City's GIS with pristine accuracy.
- ◇ Seek out new ways to improve productivity through the utilization of GIS/GPS technology.
- ◇ Provide information useful to citizens and City personnel.
- ◇ Continue education of GIS/GPS techniques and principles.
- ◇ Continue to assist City departments and other participants with technical knowledge and data.
- ◇ Digitize existing commercial and subdivision plans currently on file.
- ◇ Purchase equipment to assist in increasing the accuracy in locating citywide infrastructure assets.

**PERFORMANCE MEASURES**

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
GPS points acquired*	17,021	30,479	26,944	24,000
Number of as-built drawings incorporated into system	530	536	538	550

\*GPS points represent items/miles updated on GIS maps, such as miles of water & sewer lines, items such as fire hydrants, manholes, storm/sewer inlets, etc.

**PUBLIC WORKS  
GIS - 4048**

**EXPENSE AND STAFFING SUMMARY**

<b>EXPENSES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages		119,342	123,709	164,093
Materials & Supplies		13,875	8,850	11,500
Equipment Maintenance		25,125	8,422	11,604
Miscellaneous Services		14,625	11,159	25,395
Inventory				
Capital Outlay				42,801
<b>TOTAL</b>		<b>172,967</b>	<b>152,140</b>	<b>255,393</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget**</b>
GIS Specialist		0.75	0.75	1
GPS Technician II		0.75	0.75	1
GPS Field Tech I		0.75	0.75	1
<b>TOTAL</b>		<b>2.25</b>	<b>2.25</b>	<b>3</b>

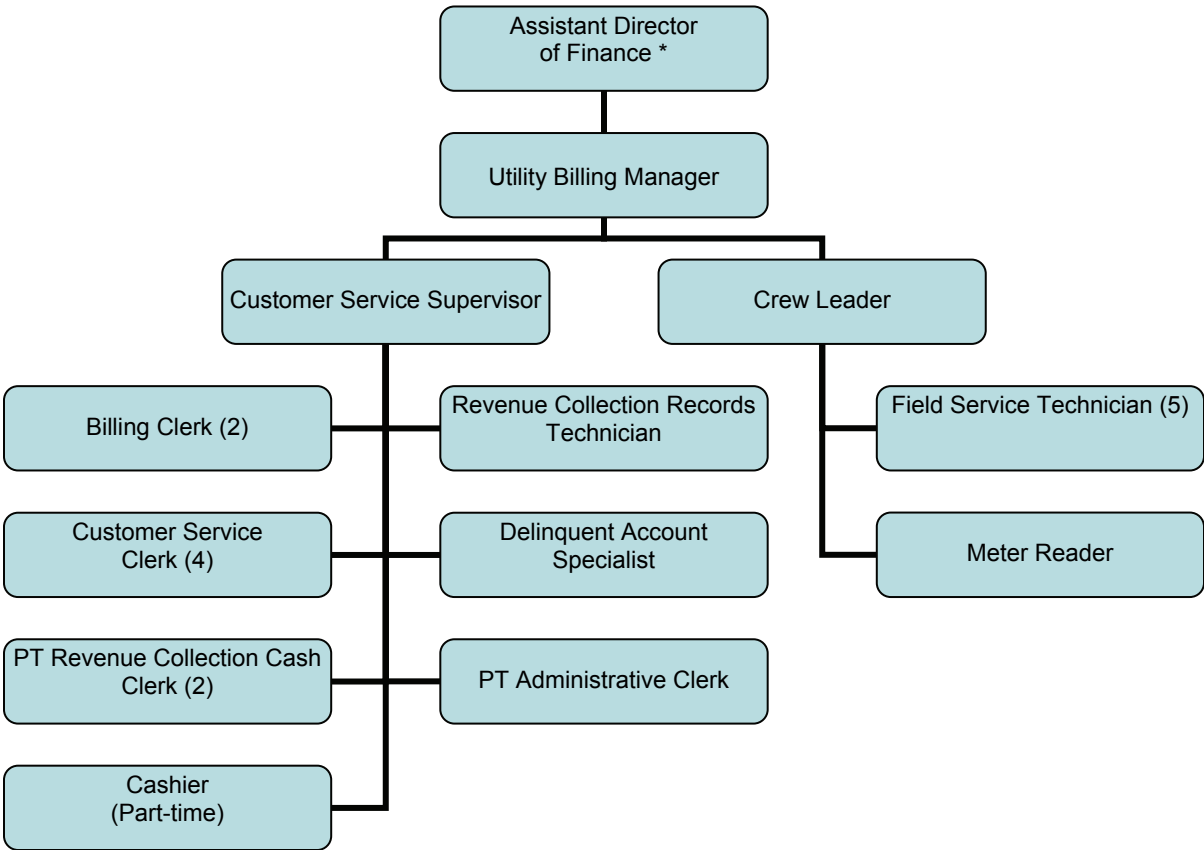
\*Same as adopted budget, unless where noted.

\*\*Positions moved from Distribution & Collection in FY2011. Fully funded by W&S Fund in FY 2012.

**WATER & SEWER  
BILLING & COLLECTIONS - 4145**

**MISSION STATEMENT**

The mission of Water and Sewer Billing & Collections Division is to conduct billing of water, sewer, and garbage services and the receipt of revenues, along with other departmental services established by City ordinances and state regulations as they apply to the City's water system, and commit to handling each resident's concern with respect, while treating all customers equally and ethically.



\*Reports to the Director of Finance

## WATER & SEWER BILLING & COLLECTIONS - 4145

### GOALS

- ◇ Timely and accurate meter reads, for billing and financial integrity.
- ◇ Ensure accurate accounting of all revenues from the billing generated.
- ◇ Maintain high collection rate and continue to lower the delinquency rate by following cut-off and collection policies/procedures.
- ◇ Maintain scheduling of meter maintenance to ensure higher percentage rate of radio reads.
- ◇ Continue to test 2" and larger meters to ensure accuracy and billing.
- ◇ Continue to comply with mandated Red Flag policy.
- ◇ Continue to monitor delinquent accounts and place liens as needed.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Replaced 770 of the oldest residential meters.
- ◇ Tested 127 2" and larger meters for accuracy. Repairs ongoing.
- ◇ Increased customer activity and collections at the Public Safety Building.
- ◇ Continued to enforce Red Flag Policies pursuant to Federal law.
- ◇ Implemented E-Checks through Click2Gov.
- ◇ Lowered the number of cutoffs for delinquency.
- ◇ Filed 84 Utility liens for unpaid balances.
- ◇ Continued meter maintenance to ensure a higher percentage rate of radio read.
- ◇ Implemented the recycled waste "Bagster" program.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Continue Meter Replacement Program of 1,000 meters.
- ◇ Continue Large Meter Testing Program and repairs.
- ◇ Complete work with Selectron on IVR for kick off in October 2011.
- ◇ Continue to work on PR for Waste Management for changes effective October 3, 2011.
- ◇ Prepare for annexation of MUD #4 in 2012.
- ◇ Implement and maintain the Interactive Voice Response (IVR) system.
- ◇ Implement the new commercial recycling service.
- ◇ Implement the Household Hazardous Waste Program (HHW) curbside.

### PERFORMANCE MEASURES

	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Target
Annual meter reads	340,281	344,618	352,000	355,000
Number of re-reads	1,620	1,917	3,542	3,500
Re-reads as a percent of initial reads	0.5%	0.6%	0.1%	0.1%
Annual bills sent to customers	325,201	336,668	351,000	352,000
Customer complaints received (by City only) <sup>1</sup>	231	326	322	235
Drive-by read rate	86%	83%	84%	85%
Cost per bill <sup>2</sup>	\$3.03	\$3.20	\$3.69	\$3.72
Collection rate	97%	92%	95%	96%
Number of on-line payments	103,490	145,187	146,364	150,000
Average monthly number of on-line payments	8,624	12,099	14,100	12,500
Percent of payments processed on-line	32%	43%	42%	43%
Customers utilizing bank drafts	21,235	21,576	22,300	24,700
Percent of customers utilizing bank drafts	6%	6%	6%	7%

**WATER & SEWER  
BILLING & COLLECTIONS - 4145**

**PERFORMANCE MEASURES** (continued)

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of cut-offs	5,224	4,809	3,958	4,200
Number of meters tested	N/A	295	200	200
Number of meters replaced on Meter Replacement Program	N/A	1,000	770	1,000
Percent of meters outside of parameters	14%	11%	13%	12%
Percent of invalid reads (dashes, etc.)	5%	N/A	6%	5%
Percent of non-reads (blanks)	9%	N/A	14%	13%

<sup>1</sup>Record of customer complaints received by City Utility Billing implemented in FY09.

<sup>2</sup>Cost per bill is calculated based on total department expenses less purchase of water meters compared to total bills sent.

## WATER & SEWER BILLING & COLLECTIONS - 4145

### OVERVIEW

Utility Billing reports to the Assistant Finance Director and is responsible for the billing and collection of water, sewer and garbage fees. In addition to collection of fees, the department field staff read and repair meters, turn on and off customer services, and provide replacement meters as needed. In FY 2010, the department implemented a Meter Change-Out and Testing Program which includes regularly scheduled testing of the meters and replacement of aging (10 years or older) and/or high-use meters to ensure that the meters function within accuracy limits according to AWWA Standards. Utility Billing is also responsible for coordinating residential and commercial solid waste collection.

### Key Budget Items for FY 2012 include:

- ◇ Upgrade of Office Coordinator to Customer Service Supervisor
- ◇ One (1) Field Service Technician with vehicle funded for 10 months
- ◇ One (1) replacement vehicle
- ◇ Additional residential meters (230) for Meter Change-Out Program
- ◇ Additional drive-by unit for AMR system to increase efficiency

### EXPENSE AND STAFFING SUMMARY

<b>EXPENSES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	788,296	811,515	808,444	855,554
Materials & Supplies	771,747	909,675	899,154	810,099
Building Maintenance		2,370	1,350	1,350
Equipment Maintenance	35,363	52,681	55,915	61,374
Miscellaneous Services*	210,788	377,383	382,957	300,008
Inventory	1,363	2,300	1,750	2,200
Capital Outlay	15,457			39,400
<b>TOTAL</b>	<b>1,823,014</b>	<b>2,155,924</b>	<b>2,149,570</b>	<b>2,069,985</b>

\*FY 2011 includes purchase of IVR system.

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Utility Billing Manager	1	1	1	1
Customer Service Supervisor				1
Office Coordinator	1	1	1	
Billing Clerk	2	2	2	2
Revenue Collections Records Technician	1	1	1	1
Customer Service Clerk	4	4	4	4
Delinquent Account Specialist	1	1	1	1
Crew Leader		1	1	1
Field Service Technician	5	4	4	5
Meter Reader	1	1	1	1
Part-Time Revenue Collection Cash Clerk	2	2	2	2
Part-Time Cashier		1	1	1
Part-Time Administrative Clerk	1	1	1	1
<b>TOTAL</b>	<b>19</b>	<b>20</b>	<b>20</b>	<b>21</b>

\*Same as adopted budget, unless where noted.

**WATER & SEWER  
OTHER REQUIREMENTS - 4246**

**OVERVIEW**

This non-personnel department is used to account for Water and Sewer Fund-wide expenses such as transfers to the General Fund for allocation of administrative and overhead costs and for payment of principal and interest due on annual debt service payments. Other Requirements is managed by the Finance Department.

**Key Budget Items for FY 2012 include:**

- ◇ Install fiber network from 2730 Veterans Drive to SWEC
- ◇ Pay-As-You-Go transfer to Capital Funds (\$5M); Also includes transfer to General Fund (\$947K)
- ◇ Nine (9) replacement CPU's and five (5) replacement laptops for departments in Water & Sewer Fund

**EXPENSE AND STAFFING SUMMARY**

<b>EXPENSES</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages		(26,872)		(70,000)
Equipment Maintenance				16,394
Miscellaneous Services	114,322	123,188	164,188	194,543
Bond Payment	9,523,020	9,638,427	9,499,018	9,726,780
Transfer	3,635,573	4,671,016	4,688,595	6,637,800
Short Term Note	55,242	118,092	91,762	91,764
Inventory		12,400	11,008	23,200
Capital Outlay				60,000
<b>TOTAL</b>	<b>13,328,157</b>	<b>14,536,251</b>	<b>14,454,571</b>	<b>16,680,481</b>

<b>STAFFING</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Other Requirements				
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Same as adopted budget, unless where noted.



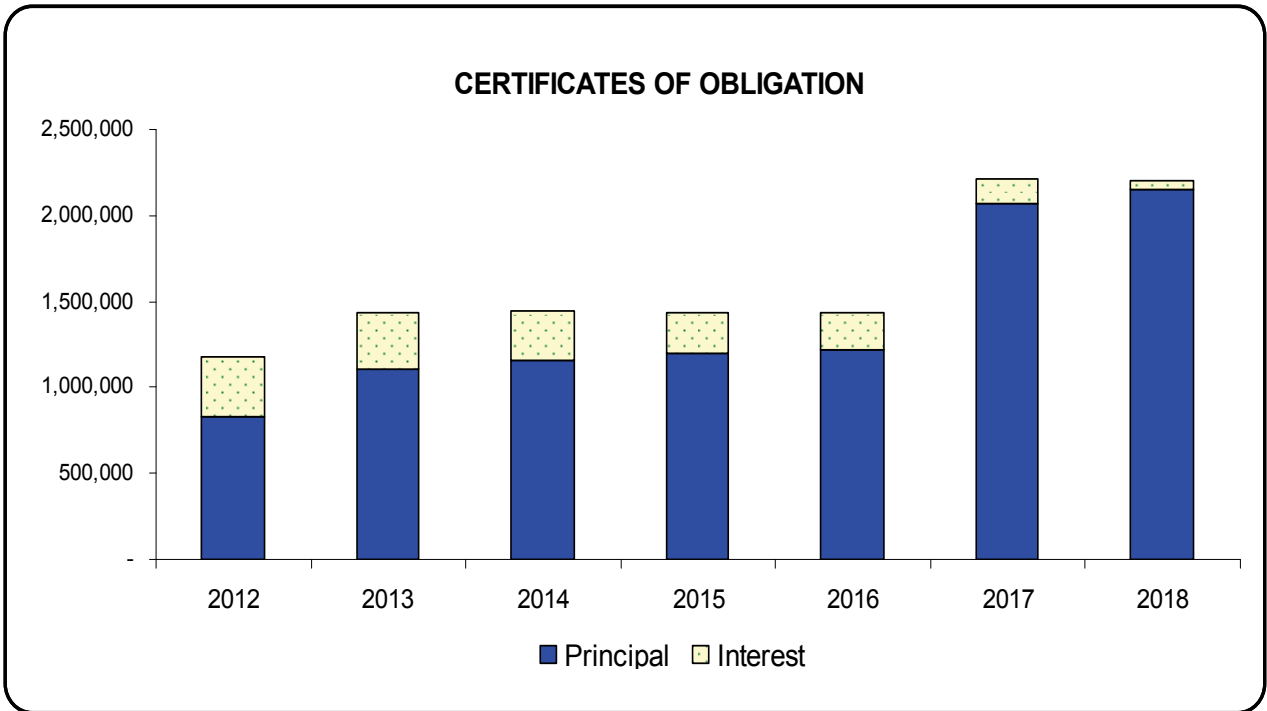
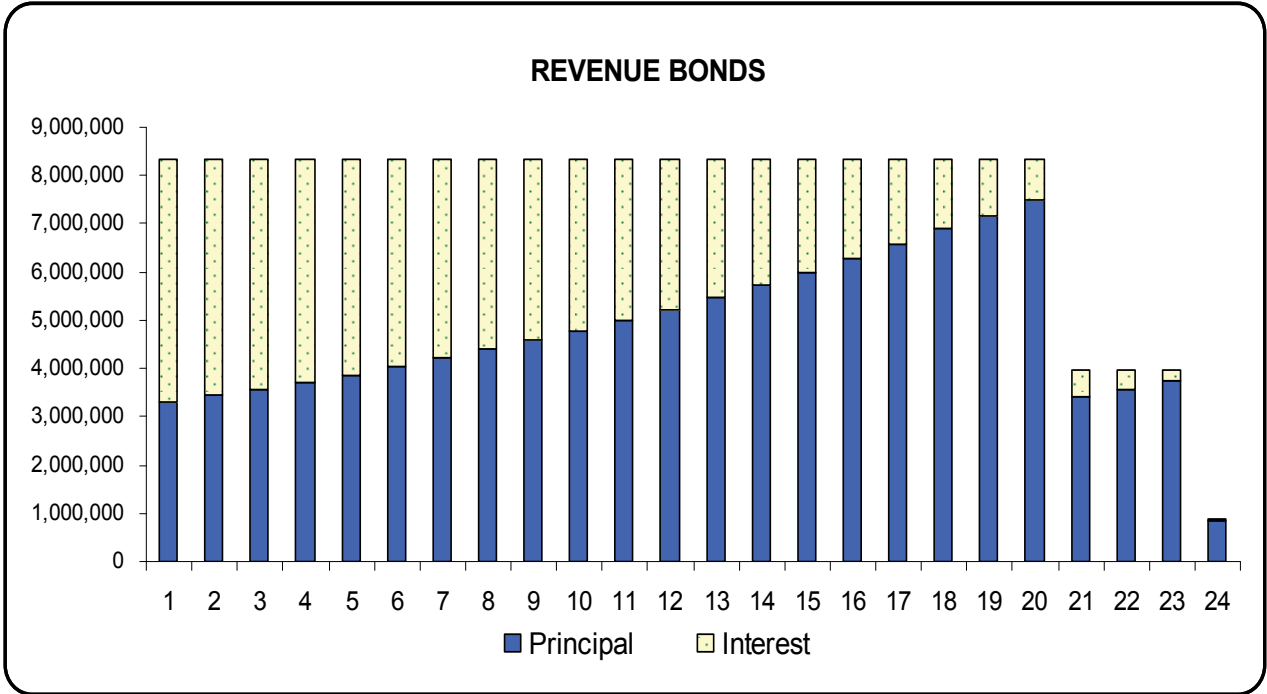
**ENTERPRISE FUND DEBT MATURITY SCHEDULE  
2011-2012**

ENTERPRISE FUND DEBT REVENUE BONDS				ENTERPRISE FUND DEBT CERTIFICATES OF OBLIGATION			
Year	Principal	Interest	Total	Year	Principal	Interest	Total
2011-2012	3,305,000	5,016,100	8,321,099	2011-2012	830,000	346,900	1,176,900
2012-2013	3,445,000	4,883,638	8,328,638	2012-2013	1,110,000	327,500	1,437,500
2013-2014	3,580,000	4,744,238	8,324,238	2013-2014	1,155,000	287,525	1,442,525
2014-2015	3,725,000	4,599,950	8,324,950	2014-2015	1,195,000	243,713	1,438,713
2015-2016	3,875,000	4,449,216	8,324,216	2015-2016	1,220,000	212,000	1,432,000
2016-2017	4,040,000	4,287,147	8,327,147	2016-2017	2,065,000	143,600	2,208,600
2017-2018	4,210,000	4,114,630	8,324,630	2017-2018	2,155,000	45,988	2,200,988
2018-2019	4,395,000	3,932,513	8,327,513	2018-2019			
2019-2020	4,580,000	3,741,484	8,321,484	2019-2020			
2020-2021	4,780,000	3,542,165	8,322,165	2020-2021			
2021-2022	4,990,000	3,334,540	8,324,540	2021-2022			
2022-2023	5,205,000	3,118,215	8,323,215	2022-2023			
2023-2024	5,460,000	2,891,514	8,351,514	2023-2024			
2024-2025	5,715,000	2,639,769	8,354,769	2024-2025			
2025-2026	5,980,000	2,371,444	8,351,444	2025-2026			
2026-2027	6,270,000	2,080,606	8,350,606	2026-2027			
2027-2028	6,580,000	1,771,825	8,351,825	2027-2028			
2028-2029	6,890,000	1,463,325	8,353,325	2028-2029			
2029-2030	7,180,000	1,173,994	8,353,994	2029-2030			
2030-2031	7,480,000	871,113	8,351,113	2030-2031			
2031-2032	3,410,000	555,025	3,965,025	2031-2032			
2032-2033	3,580,000	384,475	3,964,475	2032-2033			
2033-2034	3,750,000	215,225	3,965,225	2033-2034			
2034-2035	845,000	38,025	883,025	2034-2035			
	<b>113,270,000</b>	<b>66,220,174</b>	<b>179,490,174</b>		<b>9,730,000</b>	<b>1,607,225</b>	<b>11,337,225</b>

<u>Series Name</u>	<u>Principal Amount Outstanding</u>
General Obligation Improvement and Refunding Bonds 2009*	9,730,000
Water & Sewer Adjustable Rate Revenue Bonds Series 1999/1	2,955,000
Water & Sewer Adjustable Rate Revenue Bonds Series 1999/2	2,960,000
Water & Sewer Revenue Bonds Series 2003	7,475,000
Water & Sewer Revenue Bonds Series 2006	12,125,000
Water & Sewer Revenue Bonds Series 2007	38,335,000
Water & Sewer Revenue Bonds Series 2008	14,405,000
Water & Sewer Revenue Bonds Series 2009	12,450,000
Water & Sewer Revenue Bonds Series 2010A	13,670,000
Water & Sewer Revenue Bonds Series 2010B	8,895,000
<b>TOTAL</b>	<b>123,000,000</b>

\* Excluding portion associated with General Fund and new debt anticipated to be sold in FY 2012.

**ENTERPRISE FUND DEBT TO MATURITY  
2011-2012**



**ENTERPRISE FUND DEBT SERVICE SCHEDULE  
FY 2012 ADOPTED BUDGET**

DATE	DESCRIPTION	AMOUNT			AMOUNT	
		ISSUED	PRINCIPAL	INTEREST	PAYMENT TOTAL	OUTSTANDING AS OF 9/30/12
3/1/2012	Series 1999 Revenue Bond	<b>4,000,000</b>		67,965	67,965	
9/1/2012			120,000	67,965	187,965	
	<b>Fiscal Year Total</b>		120,000	135,930	<b>255,930</b>	<b>2,835,000</b>
3/1/2012	Series 1999 Revenue Bond	<b>4,000,000</b>		65,268	65,268	
9/1/2012			120,000	65,268	185,268	
	<b>Fiscal Year Total</b>		120,000	130,536	<b>250,536</b>	<b>2,840,000</b>
3/1/2012	Series 2003 Revenue Bond	<b>9,500,000</b>		161,556	161,556	
9/1/2012			315,000	161,556	476,556	
	<b>Fiscal Year Total</b>		315,000	323,113	<b>638,113</b>	<b>7,160,000</b>
3/1/2012	Series 2006 Revenue Bond	<b>13,295,000</b>		292,966	292,966	
9/1/2012			625,000	292,966	917,966	
	<b>Fiscal Year Total</b>		625,000	585,931	<b>1,210,931</b>	<b>11,500,000</b>
3/1/2012	Series 2007 Revenue Bond	<b>40,135,000</b>		882,031	882,031	
9/1/2012			830,000	882,031	1,712,031	
	<b>Fiscal Year Total</b>		830,000	1,764,063	<b>2,594,063</b>	<b>37,505,000</b>
3/1/2012	Series 2009 Permanent Improvement	<b>11,660,000</b>	830,000	177,600	1,007,600	
9/1/2012	and Refunding Bonds*			169,300	169,300	
	<b>Fiscal Year Total</b>		830,000	346,900	<b>1,176,900</b>	<b>8,900,000</b>
3/1/2012	Series 2008 Revenue Bond	<b>14,950,000</b>		333,820	333,820	
9/1/2012			225,000	333,820	558,820	
	<b>Fiscal Year Total</b>		225,000	667,640	<b>892,640</b>	<b>14,180,000</b>
3/1/2012	Series 2009 Revenue Bond	<b>13,130,000</b>		290,331	290,331	
9/1/2012			360,000	290,331	650,331	
	<b>Fiscal Year Total</b>		360,000	580,663	<b>940,663</b>	<b>12,090,000</b>
3/1/2012	Series 2010A Revenue Bond	<b>14,040,000</b>		259,978	259,978	
9/1/2012			380,000	259,978	639,978	
	<b>Fiscal Year Total</b>		380,000	519,956	<b>899,956</b>	<b>13,290,000</b>
3/1/2012	Series 2010B Revenue Bond	<b>8,970,000</b>		154,134	154,134	
9/1/2012			330,000	154,134	484,134	
	<b>Fiscal Year Total</b>		330,000	308,269	<b>638,269</b>	<b>8,565,000</b>
	<b>TOTAL</b>	<b>133,680,000</b>	<b>4,135,000</b>	<b>5,363,000</b>	<b>9,498,000</b>	<b>118,865,000</b>

\*Excludes General Fund Component

**ENTERPRISE FUND DEBT SERVICE SCHEDULE  
FY 2012 ADOPTED BUDGET**

Description	Rate	Date Issued	Amount Issued	Amount Outstanding		Requirements
		Maturity		AS OF 9/30/12	Annual	
Water & Sewer Revenue Bond Series 1999	3.95%, 3.75%	1999 2020	4,000,000	2,835,000	3/1/2012 9/1/2012 9/1/2012	67,965 Interest 67,965 Interest 120,000 Principal
Water & Sewer Revenue Bond Series 1999	3.6%, 3.75%	1999 2020	4,000,000	2,840,000	3/1/2012 9/1/2012 9/1/2012	65,268 Interest 65,268 Interest 120,000 Principal
Water & Sewer Revenue Bond Series 2003	4%,6%,5.75%,4%, 4.125%,4.25%	2003 2025	9,500,000	7,160,000	3/1/2012 9/1/2012 9/1/2012	161,556 Interest 161,556 Interest 315,000 Principal
Water & Sewer Revenue Bond Series 2006	4%,4.25%,4.5%, 4.3% 4.375%,4.625%,4.75%,5% 5.13%	2006 2031	13,295,000	11,500,000	3/1/2012 9/1/2012 9/1/2012	292,966 Interest 292,966 Interest 625,000 Principal
Water & Sewer Revenue Bond Series 2007	5.5%, 5.25%, 5%, 4.5% 3.50%	2007 2031	40,135,000	37,505,000	3/1/2012 9/1/2012 9/1/2012	882,031 Interest 882,031 Interest 830,000 Principal
Permanent Imp and Refunding Bonds 2009*	3.1%,3.15%,3.25%,3.35%, 3.45%,3.55%,3.6%,3.65%, 3.75%,3.8%	2009 2018	11,660,000	8,900,000	3/1/2012 3/1/2012 9/1/2012	177,600 Interest 830,000 Principal 169,300 Interest
Water & Sewer Revenue Bond Series 2008	3.25%,4.5%,4.125%,4.2%,5%	2008 2034	14,950,000	14,180,000	3/1/2012 9/1/2012 9/1/2012	333,820 Interest 333,820 Interest 225,000 Principal
Water & Sewer Revenue Bond Series 2009	1.6%,2.05%,2.13%,2.45% 2.64%,2.86%,3.08%,3.35% 3.60%,3.85%,4.10%,4.45% 4.65%,4.81%,5.00% 5.07%,5.23%,5.27%,5.39% 5.45%,5.60%,5.64%	2009 2034	13,130,000	12,090,000	3/1/2012 9/1/2012 9/1/2012	290,331 Interest 290,331 Interest 360,000 Principal
Water & Sewer Revenue Bond Series 2010A	1.75%,2.00%,2.50%,3.00% 3.13%,3.25%,3.50,4.00%	2011 2035	14,040,000	13,290,000	3/1/2012 9/1/2012 9/1/2012	259,978 Interest 259,978 Interest 380,000 Principal
Water & Sewer Revenue Bond Series 2010B	1.75%,2.00%,2.50%,3.00% 3.13%,3.25%,3.50,4.00% 4.13%,4.25%,4.38%,4.50%	2011 2023	8,970,000	8,565,000	3/1/2012 9/1/2012 9/1/2012	154,134 Interest 154,134 Interest 330,000 Principal
<b>TOTAL</b>			<b>133,680,000</b>	<b>118,865,000</b>		<b>9,498,000</b>

\*Excludes General Fund Component

**SOLID WASTE FUND - 31  
SUMMARY OF REVENUES, EXPENSES AND ENDING BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Solid Waste Enterprise Fund is used to account for residential and commercial solid waste. Governmental Accounting Standards state that the enterprise fund type may be used to account for operations that are financed and operated in a manner similar to private business, where the intent is that the costs of providing goods and services be financed or recovered through user charges. Services include the pick-up of residential solid waste twice each week and curbside recycling once a week. Commercial Solid Waste Services includes various size dumpsters with one to six day collections. The City's current contract was awarded on October 1, 2006 and expired September 30, 2011. A new contract was awarded in April 2011 that will begin October 1, 2011 and expire September 30, 2016. The new contract allows current services at current rates until October 2012, with a CPI increase or decrease thereafter.

The new contract also includes a provision to provide recycling services to City facilities at no charge, and it also allows for new services added at no charge, including, but not limited to, the availability of truck/driver at City events for public education up to 40 hours per year, five solar power compactors with attached recycling containers, as well as residential curbside Household Hazardous Waste pick-up in exchange for recyclables at Stella Roberts Recycling Center.

The fiscal year 2011 projection is based on the current rate of \$14.82 per household per month, and no increase in fuel cost for the remainder of the fiscal year. The fiscal year 2012 base rate remains flat with the 2011 rate. Revenues and expenses of approximately 30 residential units are being added to the contract per month for the first eight months, then increases to sixty through the remainder of the year. No adjustment for fuel is included.

	FY 2010 ACTUAL	FY 2011 AMENDED BUDGET	FY 2011 YEAR END PROJECTION	FY 2012 ADOPTED BUDGET
<b><u>OPERATING REVENUES</u></b>				
CHARGES FOR SERVICES	\$7,310,726	\$7,440,984	\$7,260,160	\$7,401,751
MISCELLANEOUS	4,436	2,800	2,764	2,800
INTEREST INCOME	226	43	268	666
TRANSFERS				
<b>TOTAL</b>	<b>7,315,388</b>	<b>7,443,827</b>	<b>7,263,192</b>	<b>7,405,217</b>
<b><u>OPERATING EXPENSES</u></b>				
MISCELLANEOUS SERVICES	7,088,729	7,440,984	7,334,566	7,444,474
<b>TOTAL</b>	<b>7,088,729</b>	<b>7,440,984</b>	<b>7,334,566</b>	<b>7,444,474</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>226,659</b>	<b>2,843</b>	<b>(71,374)</b>	<b>(39,257)</b>
<b>BEGINNING CASH EQUIVALENTS</b>	<b>15,691</b>	<b>242,350</b>	<b>242,350</b>	<b>170,976</b>
<b>ENDING CASH EQUIVALENTS</b>	<b>\$242,350</b>	<b>\$245,193</b>	<b>\$170,976</b>	<b>\$131,719</b>

**SOLID WASTE FUND - 31  
REVENUES AND EXPENSES  
FY 2012 ADOPTED BUDGET**

**REVENUES**

<b><u>ACCOUNT NUMBER</u></b>	<b><u>ACCOUNT DESCRIPTION</u></b>	<b><u>FY 2010 ACTUAL</u></b>	<b><u>FY 2011 AMENDED BUDGET</u></b>	<b><u>FY 2011 YEAR END PROJECTION</u></b>	<b><u>FY 2012 ADOPTED BUDGET</u></b>
031-0000-353.04-01	Garbage Collection	7,310,726	7,440,984	7,260,160	7,401,751
<b>*CHARGES FOR SERVICES</b>		<b>7,310,726</b>	<b>7,440,984</b>	<b>7,260,160</b>	<b>7,401,751</b>
031-0000-350.02-02	Sales Tax Discount	2,731	2,800	2,764	2,800
031-0000-358.99-00	Miscellaneous	1,705			
<b>*MISCELLANEOUS</b>		<b>4,436</b>	<b>2,800</b>	<b>2,764</b>	<b>2,800</b>
031-0000-356.00-00	Interest Income	226	43	268	666
<b>*INTEREST</b>		<b>226</b>	<b>43</b>	<b>268</b>	<b>666</b>
<b>TOTAL</b>		<b>\$ 7,315,388</b>	<b>\$ 7,443,827</b>	<b>\$ 7,263,192</b>	<b>\$ 7,405,217</b>

**EXPENSES**

<b><u>ACCOUNT NUMBER</u></b>	<b><u>ACCOUNT DESCRIPTION</u></b>	<b><u>FY 2011 ACTUAL</u></b>	<b><u>FY 2011 AMENDED BUDGET</u></b>	<b><u>FY 2011 YEAR END PROJECTION</u></b>	<b><u>FY 2012 ADOPTED BUDGET</u></b>
031-3350-555.11-00	Contracted Services	5,626,796	5,971,730	5,821,262	5,968,298
031-4246-556.14-00	Uncollectable Accounts Receiv.	(50)		29,335	
031-3350-556.54-00	Administrative Fees	318,172	329,136	325,644	330,194
031-3350-556.55-00	Franchise Fee	1,143,811	1,140,118	1,113,254	1,135,982
031-3350-555.24-00	Printing			32,000	10,000
031-3350-555.25-00	Postage			13,071	
<b>*MISCELLANEOUS SERVICES</b>		<b>7,088,729</b>	<b>7,440,984</b>	<b>7,334,566</b>	<b>7,444,474</b>
<b>TOTAL</b>		<b>\$ 7,088,729</b>	<b>\$ 7,440,984</b>	<b>\$ 7,334,566</b>	<b>\$ 7,444,474</b>

## SOLID WASTE FUND - 31

### MISSION STATEMENT

The mission of the Solid Waste Department is to maintain the cleanliness and healthful condition of the City of Pearland by providing for collection and disposal of trash, brush, yard waste and recyclables that is efficient, safe and in compliance with all federal and state disposal environmental laws and regulations.

### GOALS

- ◇ Provide consistent quality service to residents and commercial businesses for the pick up of solid waste within the City of Pearland.
- ◇ Provide public education and awareness to residents and businesses as necessary.
- ◇ Reliable, quality service at the best price to our customers.
- ◇ Continuously improve customer service by promoting a customer-focused culture that is directly responsive to the residents of the City of Pearland.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Successfully negotiated renewal contract with Solid Waste provider that included enhanced services to benefit the residents of Pearland.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Implement Commercial Recycling to those businesses who request the service.
- ◇ Implement Residential HHW Curb-side Recycling.
- ◇ Enhance City's web-site regarding solid waste and recycling.
- ◇ Conduct workshop and get direction from City council on automated pilot programs. Coordinate and implement pilot program as directed.

### PERFORMANCE MEASURES

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Annual residential account billings	309,724	317,490	326,432	335,500
Annual commercial account billings	9,799	9,887	10,148	10,400
Total account billings	319,523	327,377	336,580	345,900
Customer complaints received	564	251	395	400
Commodities recycled at curbside (in tons)	1,527	1,757	2,053	2,300
Green waste recycled at curbside (in tons)	3,531	3,231	3,295	3,300
HHW recycled at curbside	N/A	N/A	N/A	100
Total recycled at curbside	5,058	4,988	5,348	5,700
Solid Waste land filled (in tons)	60,574	60,373	59,299	58,250
Households served	309,724	317,490	326,432	335,500
Cost per tons collected	\$101.76	\$108.46	\$113.46	\$116.41



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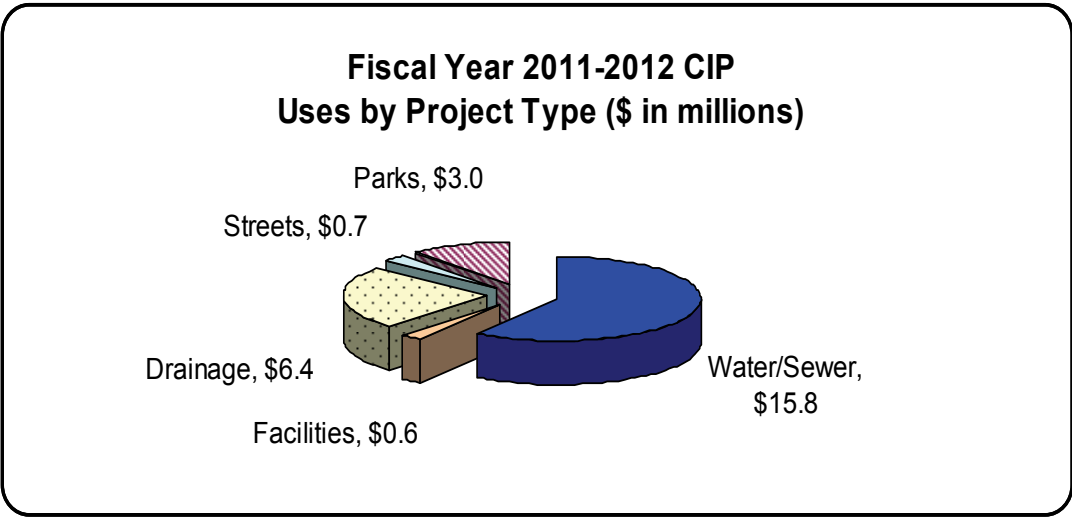
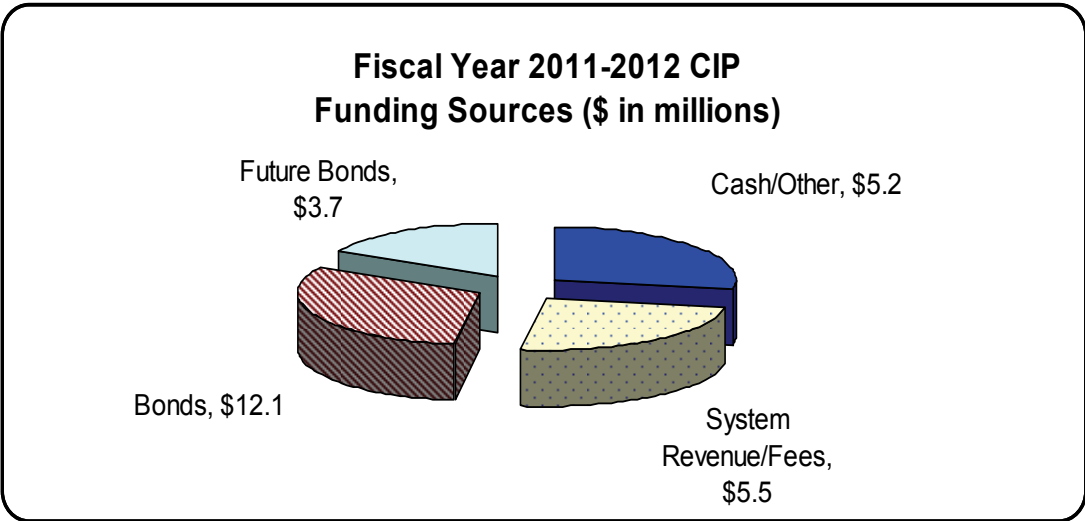


## CAPITAL PROJECT FUNDS

Capital Project Funds are created to account for the acquisition or construction of major capital activities. Funding is provided through the issuance of debt, developer fees, state and federal funding, user fees, general fund revenues and interest income.

The City maximizes every source of funding available and is constantly looking at leveraging funding through the use of federal, state and county dollars. Pearland places significant importance on infrastructure improvement and rehabilitation, as evidenced by a \$162 million bond referendum that passed in May 2007, as well as a Five-Year CIP (2012-2016) totaling \$262 million.

The first year of the Five-Year Capital Improvement Program is incorporated into the annual budget to appropriate funds. Capital projects for Fiscal Year 2011-2012 total \$26,486,199, excluding transfers and bond issuance costs, as well as \$302,718 for safe routes to school sidewalk construction that will only be funded if grant funds are made available and the City is awarded a grant.



Water/Sewer projects total \$15.8 million, or 59.8%, of the capital improvement program. Major projects include the rehabilitation of Barry Rose WWTP to replace the existing bar screen and compactor conveyor system; Twin Creek Regional SCADA Lift Station and Basin to construct a new Twin Creek Lift Station within Twin Woods subdivisions with various new gravity lines in the service area; Hatfield Basin Trunk Sewer Line, to mainly provide a 30" trunk sewer for approximately 5,400 feet along Hatfield Road from Magnolia Road to Broadway Street, 5,900 feet of 24" trunk sewer from Broadway Street to Hatfield Lift Station #2 and an additional 8,200 feet of 12" line connecting to the trunk main. This could eliminate as many as 6 Lift Stations. Projects also include Old Alvin Road Water Line which will include the installation of 13,200 feet of 20-inch water line from Magnolia Road to McHard Road. This line is necessary for the distribution of the City of Houston connection. Also included is the installation of McHard Road 16" Water Line as a second continuous connection between the east and west sides of the City.

Street projects total \$728 thousand, or 2.7% of the total and include Business Center Drive intersection improvements at CR 403 and CR 94 to include a traffic signal.

Facilities total \$620 thousand, or 2.3%, and include the build-out and improvements necessary for an approximate 5,000 to 6,000 square feet West Side Library Store Front. With the increasing population on the west side of the town, the Tom Reid Library is not centrally located nor meant to serve 100,000 people.

Drainage projects total \$6.4 million, or 24.2%, of the total and includes \$6.1 million for the construction of Hickory Slough Detention at Max Road, Phase I. It will provide for approximately 153 ac-ft of detention along Hickory Slough and will be designed to accommodate a concurrent project use, a sports field complex on the basin floor. Also included is the construction of Westchester Circle Drainage and Sidewalks which will allow pedestrians to safely walk along the road or retrieve their mail.

Parks projects total \$2.9 million, or 10.9%, of the total. A total of \$2.3 million is for the construction of the Max Road Sports Complex Phase I, which will include the construction of six international sized soccer fields, parking, restrooms and a covered area for gatherings. Also included is the funding for design of the Shadow Creek Ranch Sports Park Phase I that will consist of eight lighted softball/baseball fields, one soccer field, six volleyball courts, parking, a hike and bike trail around the fields and a lawn amphitheater for special events.

For the Water/Sewer component, the City anticipates selling \$8.2 million in water/sewer revenue bonds for the McHard Rd. 16" Waterline, Barry Rose WWTP Rehabilitation, and Twin Creek Regional SCADA Lift Station & Basin Rehab. Due to a particularly hot and dry 2011, the City is able to contribute \$5.0 million in cash from the Water/Sewer operating fund and \$2.6 million from available capital project funds, buying down the bond sale.

For the remaining \$10.6 million in projects, the City anticipates selling \$3.9 million in General Obligation bonds in 2012 and \$3.7 million in bonds in 2013 with \$3.0 million being funded from cash and contributions.

**FUND 50 - CAPITAL PROJECTS  
FUND  
PAY-AS-YOU-GO**

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					<b>5,692,832</b>	<b>5,692,832</b>	<b>358,049</b>
<b>Revenues:</b>							
Interest Income					10,607	9,745	
Miscellaneous					56,775	71,111	
Developer						737,045	
Bond Proceeds - CO's					1,740,725		550,000
Transfers In - Fund 203						70,000	
Transfers In - Grant Fund					100,000	100,000	
Transfers In - Fund 70							175,000
Transfers In - Fund 68						120,000	
<b>Total Revenues</b>					<b>1,908,107</b>	<b>1,107,901</b>	<b>725,000</b>
<b>Expenditures:</b>							
Hill House Phase I	T50071	3,431,582	3,431,582	1,046,007	2,355,575	2,385,575	
Hill House Phase II	FA1203	3,035,000	35,000				35,000
Centennial Park Phase II	P50071	2,270,495	495	495	207,000		
Trail Connectivity	P50072	822,730	727,730	211,687	611,043	516,043	
Old Town Site Drainage Imp.	T50072	1,019,234	1,019,234	661,967	338,033	357,267	
North Spectrum	S10051	1,173,162	1,173,162	994,332	48,830	178,830	
Pearland Parkway - West Dev.	T50074	350,000	350,000		350,000	350,000	
FM518 Median Landscaping	T50075	94,625	94,625	92,735	4,265	1,890	
Old Town Site Sidewalks	TR0803	1,000,000	500,000	142,611	357,389	357,389	
CR403 SPA MUD 16 Agreement	TR1101	760,000	760,000		310,000	760,000	
U of H Pearland Campus	FA0801	11,680,847	11,680,847	11,680,847	321,716		
Business Center Drive	TR0811	658,972	658,972	126,927	357,045	357,045	175,000
Twin Creek Woods Drainage	DR0901	215,000	215,000	11,982	203,018	203,018	
City Hall Complex Renovations	FA0904	751,000	60,000		100,000	60,000	
Traffic Signal Network	FA1002	5,185,550	536,550	64,983	471,567	471,567	
Service Center Modifications	FA1201	35,000	35,000				35,000
Fire & EMS Admin Building	FA1101	1,733,666	40,000		1,640,725	40,000	
West Side Library	FA1202	550,000	550,000				550,000
<b>Sub-Total Expenditures</b>		<b>34,766,863</b>	<b>21,868,197</b>	<b>15,034,573</b>	<b>7,676,206</b>	<b>6,038,624</b>	<b>795,000</b>
<b>Transfers-Out/Other Uses:</b>							
Bond Issuance Costs					100,000		
Transfer-Out - To General Fund <sup>(1)</sup>					129,640	129,640	169,572
Reimbursement to UH Participants						274,420	47,442
<b>Total Expenditures/Transfers-Out/Other</b>					<b>7,905,846</b>	<b>6,442,684</b>	<b>1,012,014</b>
<b>Ending Fund Balance</b>					<b>(304,907)</b>	<b>358,049</b>	<b>71,035</b>

<sup>(1)</sup>Allocation for Project and Engineering Department expenses

## FUND 68 - CERTIFICATES OF OBLIGATION FUND

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					<b>3,317,460</b>	<b>3,317,460</b>	<b>2,087,003</b>
<b>Revenues:</b>							
Interest Income					3,700	6,380	3,700
Miscellaneous <sup>(2)</sup>						869,562	
Grant Fund - CDBG Funds							335,793
<b>Total Revenues</b>					<b>3,700</b>	<b>875,942</b>	<b>339,493</b>
<b>Expenditures:</b>							
<b>Current Year Active Projects:</b>							
Kirby Drive Road	PM6804	7,863,512	7,863,512	7,848,511	15,001	15,001	
Dixie Farm Road	T68973	17,071,309	17,071,309	17,035,650	115,845	35,659	
Pearland Parkway 1 & 2	T68974	12,299,408	12,299,408	12,276,820	22,588	22,588	
Barry Rose Extension - supplemental	ST2001	92,640	92,640	89,058	2,604	3,582	
SH35 Drainage	F50991	568,663	568,663	115,357	453,306	453,306	
Spectrum Blvd. Extension	TR0901	746,094	746,094	746,094	38,906		
Traffic Signal Mykawa/Brookside	TR1001	106,143	106,143	14,000	152,400	92,143	
Discovery Bay	TR0812	225,000	225,000		225,000	225,000	
Dixie Farm Rd. Alignment Study	TR1005	22,000	22,000		22,000	22,000	
Pearland Pkwy Alignment Study	TR1003	26,915	26,915	25,384	1,531	1,531	
McHard Alignment Study	TR1004	26,991	26,991	16,148	10,843	10,843	
Westchester Drainage & Sidewalks	DR1201	365,411	365,411				365,411
<b>Sub-total Expenditures</b>		<b>39,414,086</b>	<b>39,414,086</b>	<b>38,167,022</b>	<b>1,060,024</b>	<b>881,653</b>	<b>365,411</b>
<b>Transfers-Out/Other Uses:</b>							
Transfer-Out - To General Fund <sup>(1)</sup>					519,706	519,706	44,193
Transfer to Fund 200 <sup>(2)</sup>						560,000	
Transfer-Out - To General Fund <sup>(2)</sup>							400,000
Transfer-Out -To Debt Service Fund <sup>(3)</sup>							1,500,000
Bond Issuance Costs							
Transfer to Fund 50						120,000	
Special Services						25,040	
<b>Total Expenditures/Transfers-Out/Other Uses</b>					<b>1,579,730</b>	<b>2,106,399</b>	<b>2,309,604</b>
<b>Ending Fund Balance<sup>(3)</sup></b>					<b>1,741,430</b>	<b>2,087,003</b>	<b>116,892</b>

<sup>(1)</sup>Allocation for Project and Engineering Department expenses

<sup>(2)</sup>Reimbursement from TxDOT on Dixie Farm - Transfer to GF and Fund 200 in FY2011 and 2012 for pavement/sidewalk and Barry Rose Extension

<sup>(3)</sup>Monies remaining on Pearland Parkway to DSF toward annual DS payments

## FUND 70 - MOBILITY BONDS FUND

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					<b>14,234,043</b>	<b>14,234,043</b>	<b>782,078</b>
<b>Revenues:</b>							
Interest Income					8,000	25,000	
Miscellaneous						71,743	
Transfer In - From PEDC					15,000	8,159	
Transfer In - From Fund 202							
<b>Total Revenues</b>					<b>23,000</b>	<b>104,902</b>	
<b>Expenditures:</b>							
<b>Current Year Active Projects:</b>							
Bailey/Oiler Road	T70011	16,950,676	16,950,676	16,943,849		6,827	
Cowert's Creek Diversion	DR0602	2,896,344	2,896,344	1,392,932	1,503,412	1,503,412	
Cullen Road	T70012	5,306,952	5,306,952	5,306,952			
Yost Road	T70023	7,163,170	7,163,170	7,039,475	123,695	123,695	
Walnut Street	T70024	3,722,000	3,722,000	1,388,074	2,268,926	2,333,926	
Magnolia Road	T70041	38,892,530	38,892,530	35,444,047	3,448,483	3,448,483	
Orange Street	T70051	7,866,242	7,866,242	2,370,149	6,266,660	5,496,093	
TxDOT Bridges	ST0603	475,777	475,777	346,362	129,415	129,415	
FM518 Expansion	TR0902	161,715	161,715	147,930	13,785	13,785	
Silent RR Crossing	TR1002	246,504	246,504	19,237	227,267	227,267	
<b>Sub-Total Expenditures</b>		<b>83,681,910</b>	<b>83,681,910</b>	<b>70,399,007</b>	<b>13,981,643</b>	<b>13,282,903</b>	
<b>Transfers-Out/Other Uses:</b>							
Transfer-Out - To General Fund <sup>(1)</sup>					273,964	273,964	568,549
Transfer-Out - To Fund 50							175,000
<b>Total Expenditures/Transfers-Out/Other Uses</b>					<b>14,255,607</b>	<b>13,556,867</b>	<b>743,549</b>
<b>Ending Fund Balance</b>					<b>1,436</b>	<b>782,078</b>	<b>38,529</b>

<sup>(1)</sup>Allocation for Project and Engineering Department expenses plus \$469,000 in FY2012 for pavement

## FUND 200 - CERTIFICATES OF OBLIGATION SERIES 2006

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					5,350,956	5,350,956	65,735
<b>Revenues:</b>							
Transfer In - Fund 202						80,000	
Interest Income					11,000	5,424	2,429
Transfer In - Fund 68						560,000	
Transfer In - PEDC Regional Detention					673,192		
Developer Agreement - Beazer Homes					240,000	4,052	
<b>Total Revenues</b>					<b>924,192</b>	<b>649,476</b>	<b>2,429</b>
<b>Expenditures:</b>							
<b>Current Year Active Projects:</b>							
Spectrum Detention Storage Facility	DR2001	4,668,808	4,668,808	1,491,036	3,850,964	3,177,772	
Barry Rose Extension	ST2001	3,240,000	3,240,000	544,487	2,055,513	2,695,513	
Hickory Slough @ Max Rd Detention	DR2003	109,566	109,566	109,566			
Town Ditch Phase III	DR2004	120,606	120,606	120,166			440
SH 35 @ Mary's Creek Bridge	DR2005	161,736	161,736	151,158	10,578	10,578	
East Mary's Creek Detention	DR2006	116,121	116,351	116,121			230
Walnut/Veterans Drainage	DR2007	148,815	148,815	148,815			
Library Expansion	F20002	35,260	35,260	35,260			
Fire Station #5	F20101	19,264	19,264	19,264			
Independence Park	P20001	29,437	29,437	29,437			
Shadow Creek Ranch Complex	P20002	37,051	37,051	37,051			
Nature Center - JHEC	P20004	25,000	25,000	25,000			
Max Rd. Soccer Complex	P20005	13,524	13,524	12,881			643
Trail Connectivity	P20006	18,825	18,825	18,825			
Natatorium	P20007	49,024	49,024	40,727			8,297
McHard Road	T20001	195,299	195,299	195,299			
Old Alvin Road	T20002	261,189	261,189	261,189			
Cullen Blvd.	T20003	727,412	727,412	727,412			
Northbound SH288 Service Rd	T20005	971,870	971,870	971,870			
Mykawa Rd/BW8-McHard	T68976	108,723	108,723	108,723			
Bailey/Oiler Rd	T70011	216,193	216,193	216,193			
<b>Sub-Total Expenditures</b>		<b>11,273,723</b>	<b>11,273,953</b>	<b>5,380,480</b>	<b>5,917,055</b>	<b>5,893,473</b>	
<b>Transfers-Out/Other Uses:</b>							
Transfer-Out - To General Fund <sup>(1)</sup>					41,224	41,224	65,399
Transfer-Out - To Fund 203							2,765
<b>Total Expenditures/Transfers-Out/Other Uses</b>					<b>5,958,279</b>	<b>5,934,697</b>	<b>68,164</b>
<b>Ending Fund Balance</b>					<b>316,869</b>	<b>65,735</b>	

<sup>(1)</sup>Allocation for Project and Engineering Department expenses

## FUND 201 - CERTIFICATES OF OBLIGATION SERIES 2007

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					1,738,825	1,738,825	167,302
<b>Revenues:</b>							
Interest Income					27,500	2,620	2,700
Misc. Revenues-Grant Funds						198,991	
<b>Total Revenues</b>					<b>27,500</b>	<b>201,611</b>	<b>2,700</b>
<b>Expenditures:</b>							
<b>Current Year Active Projects:</b>							
New Police Building	F20102	22,180,511	22,180,511	21,964,005	233,506	216,506	
Police Department Renovations	FA0905	2,253,435	1,608,870	77,242	1,531,628	1,531,628	
City Hall Complex Renovations	FA0904	25,000	25,000			25,000	
<b>Sub-Total Expenditures</b>		<b>24,458,946</b>	<b>23,814,381</b>	<b>22,041,247</b>	<b>1,765,134</b>	<b>1,773,134</b>	
<b>Transfers-Out/Other Uses:</b>							
Transfer-Out - To General Fund							
<b>Total Expenditures/Transfers-Out/Other Uses</b>					<b>1,765,134</b>	<b>1,773,134</b>	
<b>Ending Fund Balance</b>					<b>1,191</b>	<b>167,302</b>	<b>170,002</b>

## FUND 202 - GO SERIES 2007A

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					<b>2,968,538</b>	<b>2,968,538</b>	<b>1,481,871</b>
<b>Revenues:</b>							
Bond Proceeds - GO's/CO's					3,145,000	2,175,000	
Interest Income						3,735	
Miscellaneous						18,528	
Transfer from Fund 203						953,000	
<b>Total Revenues</b>					<b>3,145,000</b>	<b>3,150,263</b>	
<b>Expenditures:</b>							
<b>New Projects:</b>							
Cullen	T20003	11,908,821	11,908,821	11,700,915	605,332	207,906	
Cullen Detention Pond	DR0902	654,939	654,939	638,489	61,511	16,450	
Cowart Creek Diversion	DR0602	9,730,106	9,730,106	5,448,891	4,281,215	4,281,215	
Trail Connectivity	P50072	183,000	183,000	18,688	164,312	164,312	
Dixie Farm Road Phase II	TR0805	11,895,624	11,895,624	11,643,995	1,129,510	251,629	
Town Ditch III	DR2004	1,086,630	1,086,630	1,231,459	(144,829)	(144,829)	
East Mary's Creek Detention	DR2006	411,147	411,147	351,918	59,229	59,229	
Bailey Road	T08002	3,469,431	3,469,431	2,583,797	885,634	885,634	
Fire Station #5	F20101	2,291,000	2,291,000	836,266	1,454,734	1,454,734	
Natatorium	P20007	5,400,000	5,400,000	8,244,811	(2,844,811)	(2,844,811)	
SH288 Frontage Roads	T20005	5,932,831	5,932,831	5,932,831			
<b>Sub-Total Expenditures</b>		<b>52,963,529</b>	<b>52,963,529</b>	<b>48,632,060</b>	<b>5,651,837</b>	<b>4,331,469</b>	
<b>Transfers-Out/Other Uses:</b>							
Transfer to General Fund <sup>(1)</sup>					225,461	225,461	64,811
Transfer to Fund 200						80,000	
<b>Total Expenditures</b>					<b>5,877,298</b>	<b>4,636,930</b>	<b>64,811</b>
<b>Ending Fund Balance</b>					<b>236,240</b>	<b>1,481,871</b>	<b>1,417,060</b>

<sup>(1)</sup>Allocation for Project and Engineering Department expenses  
Available fund balance to be used in next phase of Bailey Road



## FUND 203 - GENERAL OBLIGATION SERIES 2009, 2010, 2011

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					(2,409,415)	(2,409,415)	773,949
<b>Revenues:</b>							
Bond Proceeds - GO's					15,899,345	15,853,861	4,031,869
Future Bond Proceeds							3,054,578
Interest Income					25,860	7,500	
Misc. Rev from BCDD#4					148,834	148,834	2,480,000
Misc. Revenue from KPB						43,786	
Transfer in From Fund 200							2,765
Transfer from P&R Development Fund					130,294	139,574	18,000
<b>Total Revenues</b>					<b>16,204,333</b>	<b>16,193,555</b>	<b>9,587,212</b>
<b>Expenditures:</b>							
<b>New Projects:</b>							
Town Ditch Phase III	DR2004	3,852,461	3,852,461	1,141,890	3,664,235	2,710,571	
Veteran/Walnut Drainage	DR2007	1,275,808	1,275,808		1,794,000	1,275,808	
East Mary's Creek Detention	DR2006	3,440,702	3,440,702	2,984,100	529,795	456,602	
Natatorium & Rec. Center	P20007	15,172,650	15,172,650	10,938,530	4,126,470	4,234,120	
McHard	T20001	7,077,732	7,077,732	5,931,374	1,142,182	1,146,358	
Bailey Veterans to FM1128	T08002	24,671,380	1,838,957	1,240,711	580,246	598,246	
Cullen/FM518 Detention	DR1103	4,572,000	250,000		250,000	250,000	
Max Road Sports Complex	P20005	3,919,881	2,610,753		294,810	343,103	2,267,650
Hickory Slough Detention	DR2003	6,550,000	6,550,000		497,415	497,415	6,052,585
Shadow Creek Ranch Complex	P20002	8,378,000	611,212				611,212
Delores Fenwick Phase 2	P20008	53,066	53,066			53,066	
CR403	TR1201	22,321,000	393,000				393,000
Pearland Parkway Extension	TR1203	8,917,000	160,000				160,000
		<b>110,201,680</b>	<b>43,286,341</b>	<b>22,236,605</b>	<b>12,879,153</b>	<b>11,565,289</b>	<b>9,484,447</b>
<b>Transfers-Out/Other Uses:</b>							
Bond Issuance Costs					249,280	249,280	100,000
Transfer to General Fund <sup>(1)</sup>					172,622	172,622	130,875
Transfer to Fund 50						70,000	
Transfer to Fund 202						953,000	
<b>Total Expenditures</b>					<b>13,301,055</b>	<b>13,010,191</b>	<b>9,715,322</b>
<b>Ending Fund Balance</b>					<b>493,863</b>	<b>773,949</b>	<b>645,839</b>

<sup>(1)</sup>Allocation for Project and Engineering Department expenses

## FUND 42 - UTILITY IMPACT FEE FUND

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					<b>14,966,841</b>	<b>14,966,841</b>	<b>1,655,930</b>
<b>Revenues:</b>							
Water Impact Fees					811,000	1,032,645	740,550
Sewer Impact Fees					1,176,000	1,278,957	1,075,450
Interest Income					1,167	32,286	2,236
Misc.						126,717	
Bond Proceeds							3,166,673
Transfer In from Fund 30					262,693	262,693	1,149,010
Transfer In from Fund 67					600,000	600,000	
<b>Total Revenues</b>					<b>2,850,860</b>	<b>3,333,298</b>	<b>6,133,919</b>
<b>Expenditures:</b>							
<b>Current Year Active Projects:</b>							
SWEC Capacity Expansion	W42061	19,939,323	19,940,189	19,937,351	1,972	2,838	
Magnolia Road Water & Sewer	W42021	3,542,982	3,542,982	3,469,513	88,469	73,469	
SH35 Water & Sewer-Phase 2	W42041	5,114,995	5,114,995	4,881,033	233,962	233,962	
City of Houston Water Line Connection	W42051	20,095,519	20,095,519	8,797,599	13,739,181	11,297,920	
Bailey/Veterans	W42052	360,145	360,145	360,145			
WW System Hydraulic Modeling	WW4201	345,016	345,016	345,016	4,984		
Bailey Water (1128 Veterans)	W42071	750	750	750	199,250		
Surface Water Plant	WA0812	53,612,000	4,709,947	4,355,587	487,313	354,360	
Old Alvin Road Water Line	WA1101	2,556,718	2,556,718		446,468	446,468	2,110,250
SH35 Water - South of Magnolia	WA1102	338,936	338,936		78,917	78,917	260,019
McHard Road Waterline	WA1201	7,090,901	2,166,673				2,166,673
Southdown WWTP Expansion	WW1201	10,125,104	500,000				500,000
Pearland Pkwy Extension	WA1206	502,100	82,100				82,100
<b>Sub-Total Expenditures</b>		<b>123,624,489</b>	<b>59,753,970</b>	<b>42,146,994</b>	<b>15,280,516</b>	<b>12,487,934</b>	<b>5,119,042</b>
<b>Transfers-Out/Other Uses:</b>							
Transfer-Out - To General Fund <sup>(1)</sup>					250,167	250,167	238,712
Transfer-Out - To Fund 30 <sup>(2)</sup>					1,464,847	1,464,847	1,506,740
Transfer Out- To Fund 67 <sup>(3)</sup>						2,441,261	
Special Services							86,456
<b>Total Expenditures</b>					<b>16,995,530</b>	<b>16,644,209</b>	<b>6,950,950</b>
<b>Ending Fund Balance</b>					<b>822,171</b>	<b>1,655,930</b>	<b>838,899</b>

<sup>(1)</sup>Allocation for Project and Engineering Department expenses

<sup>(2)</sup>Debt Service allocation for projects funded by City issuing debt

<sup>(3)</sup>Transfer to Fund 67 for Impact Fee portion of SH35 Water & Sewer

## FUND 44 - SHADOW CREEK RANCH UTILITY

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					<b>1,986,332</b>	<b>1,986,332</b>	<b>344,905</b>
<b>Revenues:</b>							
Shadowcreek Impact Fees					1,251,460	705,414	753,542
Interest Income					5,564	3,195	2,702
<b>Total Revenues</b>					<b>1,257,024</b>	<b>708,609</b>	<b>756,244</b>
<b>Expenditures:</b>							
<b>Current Year Active Projects:</b>							
Kirby Water Plant	W44071	6,656,748	6,665,484	6,653,074	3,674	12,410	
<b>Transfers-Out/Other Uses:</b>							
Transfer-Out - To General Fund							
Transfer-Out - To Water/Sewer Fund <sup>(1)</sup>					837,626	837,626	877,222
Transfer-Out - To Fund 67 <sup>(2)</sup>					1,500,000	1,500,000	
<b>Total Expenditures</b>					<b>2,341,300</b>	<b>2,350,036</b>	<b>877,222</b>
<b>Ending Fund Balance</b>					<b>902,056</b>	<b>344,905</b>	<b>223,927</b>

<sup>(1)</sup>Debt Service allocation for projects funded by City issuing debt

<sup>(2)</sup>Buy down Debt Service with Cash Contribution to lower FY2011 debt issuance

## FUND 64 - 1998 CERTIFICATE OF OBLIGATION FUND

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					951,733	951,733	
<b>Revenues:</b>							
Interest Income						1,492	
<b>Total Revenues</b>						<b>1,492</b>	
<b>Expenditures:</b>							
<b>Current Year Active Projects:</b>							
Inflow & Infiltration <sup>(1)</sup>	WW0805	1,057,830	1,057,830	106,284	951,546	951,546	
Woodcreek I&I Inspection	WW0810	27,170	27,170	27,170			
<b>Transfers-Out/Other Uses:</b>							
Transfer-Out - To General Fund							
Transfer-Out - To Fund 30						1,679	
<b>Total Expenditures</b>		<b>1,085,000</b>	<b>1,085,000</b>		<b>951,546</b>	<b>953,225</b>	
<b>Ending Fund Balance</b>					<b>187</b>		

<sup>(1)</sup>Combined projects into one

## FUND 67 - WATER & SEWER REVENUE BOND FUNDS

	Project Number	Project Budget	Funded Budget	Thru 9/30/2010	FY 11 Budget	FY 11 Projection	FY 12 Adopted
<b>Beginning Fund Balance</b>					<b>6,214,699</b>	<b>6,214,699</b>	<b>2,386,337</b>
<b>Revenues:</b>							
Interest Income					3,610	11,287	3,235
Bond Proceeds					2,726,338		5,107,802
Transfer from Fund 44					1,500,000	1,500,000	
Transfer from Fund 42						2,441,261	
Transfer from Fund 30					3,000,000	3,000,000	2,680,000
Waterlights WS Pro Rata						10,514	
Miscellaneous						51,040	
Pearland EDC Reimbursement					40,136	10,000	
<b>Total Revenues</b>					<b>7,270,084</b>	<b>7,024,102</b>	<b>7,791,037</b>
<b>Expenditures:</b>							
<b>Current Year Active Projects:</b>							
SH35 North <sup>(2)</sup>	W67993	5,183,305	5,183,305	4,160,227	1,023,078	1,023,078	
East Side of Hwy 288 Infrastructure	W67072	2,637,857	2,637,857	2,627,857	40,136	10,000	
FM1128 Sewer	W67075	716,751	716,751	532,856	478,826	183,895	
Hydraulic Modeling	W67074	59,566	59,566	2,999	90,101	56,567	
SH35 North Force Main	WW0801	356,975	356,975		356,975	356,975	
Lift Station SCADA	WW0807	502,618	502,618	305,356	197,262	197,262	
Water Plant SCADA	WA0804	490,000	490,000	373,332	116,668	116,668	
Sterling Road Waterline	WA0807	142,275	142,275	119,584	22,691	22,691	
Hawk Road Waterline	WA0813	63,624	63,624		63,624	63,624	
Orange Street Utility	T70051	425,000	425,000	35,283	389,717	389,717	
Longwood LS Replacement and Plant Rehab.	WW0902	4,333,105	4,333,105	115,827	6,017,278	4,217,278	
Barry Rose WWTP	WW1004	3,753,760	3,753,760	57,989	315,771	315,771	3,380,000
Hatfield Basin Trunk Sewer Line	WW1103	4,634,000	4,634,000		774,000	774,000	3,860,000
Twin Creek Regional SCADA LS Rehab.	WW1101	2,519,000	2,519,000		511,198	511,198	2,007,802
Far Northwest WWTP Decanter	WW1102	1,250,000	1,250,000		1,250,000	1,250,000	
Barry Rose Extension	ST2001	165,485	165,485			165,485	
<b>Sub-Total Expenditures</b>		<b>27,233,321</b>	<b>27,233,321</b>	<b>8,331,310</b>	<b>11,647,325</b>	<b>9,654,209</b>	<b>9,247,802</b>
<b>Transfers-Out/Other Uses:</b>							
Reimbursement of WL WS Pro-Rate						31,017	
General Engineering/CIP Administration	WA1001				250,000	250,000	
Transfer-Out - To General Fund <sup>(1)</sup>					317,238	317,238	313,806
Transfer Out - To Fund 42					600,000	600,000	
Issuance Costs					190,000		100,000
<b>Total Expenditures</b>					<b>13,004,563</b>	<b>10,852,464</b>	<b>9,661,608</b>
<b>Ending Fund Balance</b>					<b>480,220</b>	<b>2,386,337</b>	<b>515,766</b>

<sup>(1)</sup>Allocation for Project and Engineering Department expenses

<sup>(2)</sup>Assumes no additional payments to TxDOT

**FUND 301 - WATER/SEWER  
PAY-AS-YOU-GO**

	<b>Project Number</b>	<b>Project Budget</b>	<b>Funded Budget</b>	<b>Thru 9/30/2010</b>	<b>FY 11 Budget</b>	<b>FY 11 Projection</b>	<b>FY 12 Adopted</b>
<b>Beginning Fund Balance</b>					<b>1,231,475</b>	<b>1,231,475</b>	<b>414,395</b>
<b>Revenues:</b>							
Transfer from Fund 30 - Operations							1,259,497
Interest Income					500	1,939	500
<b>Total Revenues</b>					<b>500</b>	<b>1,939</b>	<b>1,259,997</b>
<b>Expenditures:</b>							
<b>Current Year Active Projects</b>							
Walnut Lift Station/SCADA Link	WW0804	19,763	19,763	19,763	24,618		
Pearland Pkwy Waterline Oiler to SC	WA0805	54,143	54,143	54,143	1,025		
Twin Woods/Clearcreek Estates WL	WA0806	154,365	154,365		154,365	154,365	
Bellavita Waterline	WA0809	664,600	664,600	22,723	439,877	439,877	202,000
Fite Waterline	WA0810	91,439	91,439	8,939	82,500	82,500	
UofH Pearland Campus Utilities	FA0801	374,514	374,514	374,472	14,904	42	
Sherwood I&I	WW0809	200,000			200,000		
Villages Marys Creek WL	WA1103	17,235	17,235		17,235	17,235	
GEC Administration	WA1001	225,000	225,000		125,000	125,000	100,000
Walnut Lift Station	WW1203	703,000	115,000				115,000
Broadway Trunk Sewer	WW1202	155,000	18,008				18,008
Pearland Pkwy Waterline Extension	WA1207	190,366	190,366				190,366
Fellows Loop	WA1203	2,592,000	101,000				101,000
Water Loops	WA1204	596,063	596,063				596,063
East Orange Waterline	WA1205	152,060	152,060				152,060
<b>Sub-Total Expenditures</b>		<b>6,189,548</b>	<b>2,773,556</b>	<b>480,040</b>	<b>1,059,524</b>	<b>819,019</b>	<b>1,474,497</b>
<b>Transfers-Out/Other Uses:</b>							
Transfer Out to General Fund <sup>(1)</sup>							192,262
<b>Total Expenditures</b>					<b>1,059,524</b>	<b>819,019</b>	<b>1,666,759</b>
<b>Ending Fund Balance</b>					<b>172,451</b>	<b>414,395</b>	<b>7,633</b>

<sup>(1)</sup>Allocation for Project and Engineering Department expenses

## IMPACT ON OPERATING BUDGET

Capital Improvement projects that will impact the operating budget are listed below. Only those projects that have a significant financial and/or non-financial impact on the operating budget are included. These projects not only include fiscal year 2012 projects, but also include projects identified in the 5-Year CIP. Operating impacts from these are included in the City's long-range financial planning model. Projects are listed by project type.

### **DRAINAGE:**

Hickory Slough Detention at Max Rd Phase I – Install a 153 ac.ft. detention facility. Phase II will add 95 ac.ft., for a total of 248 ac.ft. Neighborhoods in the vicinity of Hickory Slough flood upon extreme weather events. This project will allow for detention along the slough to lower the level of the slough during 10 and 100 year events, and it will allow for a sports facility use for the public.

Operating Impact:

FY2013 - \$11,534; FY2014 - \$11,534; FY2015 - \$11,534; FY2016 - \$11,534.

D.L. Smith Detention Pond Expansion Phase I – This project will add 150 ac.ft. detention storage capacity in preparation for future development along Clear Creek and McHard Road area, including future City facilities and the expansion of an educational facility. Brazoria County Drainage District #4 to maintain the pond.

Cullen/FM 518 Regional Detention Pond – Construction of a detention pond, including ditch improvements and possible underground storm sewer improvements, to provide the required detention for future development of approximately 155 acres of undeveloped land along FM518. This will eliminate the need for individual detention ponds as recommended in the Regional Detention Study and is a City Council priority.

Westchester Circle Drainage and Sidewalks – Install sidewalks and update the roadside ditch drainage system to increase the safety to residents who currently walk along the edge of the pavement. Enclosing the ditches and installing sidewalks will also address drainage concerns of the residents.

Piper Drainage – Enclose approximately 2,560 ft. of ditch and install sidewalk along Piper between south of FM 518 and Fite Rd. This will connect to existing storm sewer on Fite Rd. and includes dredging of the linear detention pond east of the elementary school at Fite and FM 1128. This work will relieve flooding and high water issues.

### **FACILITIES:**

West Side Library Store Front – Build out and finishing of approximately 5,000-6,000 sq. ft. for a store front library on the west side of town. This storefront is planned to meet the needs of residents on that side of the City.

Operating Impact:

FY2013 - \$145,000; FY2014 - \$145,000; FY2015 - \$145,000; FY2016 - \$145,000.

Traffic Signal Operations Improvement – The maintenance and operation control of all traffic signals within the City was transferred from TxDOT to the City during FY 2011. There is a need to install an upgraded system to provide an acceptable level of service. The upgrade will allow City staff to manage the system more effectively and efficiently.

Operating Impact:

FY2016 - \$211,668.

Tom Reid Library Expansion – Increase the current 20,584 sq.ft. building by 11,542 sq.ft. for an overall area of 32,126 sq.ft. The expansion will create new areas including a bookstore, children's story time room, a teen zone, computer labs, additional office/storage space, and enlarge the circulation desk and book stacks areas. The significant growth of the City has created a need for the expansion of the library.

Operating Impact:

FY2016 - \$25,500.

Fire Station #3 Reconstruction – Construction of approximately 9,500 sq.ft. station to house Fire and EMS personnel, two apparatus bays, gear and supplies storage, etc., to accommodate 24-hour operation. Design to begin in FY2013, with construction in FY2014. Assumes volunteer staffing and reallocation of three rovers.

Operating Impact:

FY2014 - \$27,500; FY2015 - \$27,500; FY2016 - \$27,500.

Hillhouse Road Annex – Construction of a facility on City-owned property to provide a City service center, which will include a traffic operations center, lunch room, storage facility, fuel island, auction space and equipment laydown area for City crews, police, etc., working on the west side of the City. Construction of Phase I took place in FY2011. Phase II will include a fleet maintenance area, wash bay, and materials storage.

Operating Impact:

FY2012 - \$15,650; FY2013 - \$65,650; FY2014 - \$67,250; FY2015 - \$67,250; FY2016 - \$67,250.

Old Police Department Building Renovations – Due to the relocation of the Police Department into the new Public Safety Building, and the planned relocation of several departments from the City Hall complex, renovations will be made to meet the needs of the departments and the Unified Development Code, as well as to meet the needs of the City's growth.

Operating Impact:

FY2013 - \$55,000; FY2014 - \$56,600; FY2015 - \$58,264; FY2016 - \$59,995.

**PARKS:**

Trail Connectivity – This is a hike and bike trails project designed to provide opportunities for City residents to walk, run or bike ride on a series of trails connected to various parts of the City.

Operating Impact:

FY2014 - \$35,350; FY2015 - \$69,212; FY2016 - \$74,264.

Max Road Sports Complex - Phase I – Improvements include six international sized (11vs11) lighted fields for soccer and other sports, a covered area for gatherings, restrooms, and parking. The development of this facility will allow Centennial Park fields to be converted to a facility for youth softball that will allow the youth soccer program, youth softball program and the youth baseball program to expand as the population in the community increases.

Operating Impact:

FY2013 - \$196,027; FY2014 - \$249,582; FY2015 - \$267,593; FY2016 - \$286,967.

Shadow Creek Ranch Park - Phase I – Develop eight lighted softball and baseball fields, one soccer field, six volleyball courts, a hike and bike trail around the fields, a lawn amphitheater for special events, and parking. The Parks and Recreation Master Plan calls for a multi-purpose sports complex in this area of the community to serve the anticipated growth of the area.

Operating Impact:

FY2014 - \$239,187; FY2015 - \$300,807; FY2016 - \$317,263.

Delores Fenwick Nature Center – Phase I – Construct a 7,000 sq.ft. building with an open air pavilion at one end (green building) to include environmental education displays, demonstration gardens, interpretive exhibits, offices and work areas, classrooms, and an outdoor spray station. The site would include 2 miles of 6 ft. and 8 ft. trails, a boardwalk, pedestrian bridge, fishing pier, picnic and rest areas, a tree farm, paddle craft launching area and parking. Operating impact is outside of the 5-year forecast. This site will provide a unique learning opportunity for the entire community.



Centennial Park – Phase II – Upon completion of the Max Road Sports Complex, this project will include the demolition of the existing soccer fields to be replaced with the construction of two lighted softball fields, installation of a picnic pavilion, and additional parking. This will provide more recreational opportunities for residents and visitors.

Operating Impact:  
FY2015 - \$58,125; FY2016 - \$77,500.

Hunter Park (formerly Orange Street Park) - Phase II – The continued development of this park will include trails, benches, a gathering area, landscaping and/or a pavilion for the residents of the City. Design and construction to begin in FY2015.

Operating Impact:  
FY2015 - \$16,616; FY2016 - \$17,887.

**STREETS:**

Business Center Drive – To provide a secondary thoroughfare to alleviate traffic congestion near the Pearland Town Center, an additional two lanes will be added from Broadway to the south entry of the Pearland Town Center, and four lanes from the south Town Center entrance to CR59, complete with curb and gutter with sidewalks, and improvements to CR59 to accommodate increased traffic.

Operating Impact:  
FY2013 - \$3,200; FY2014 - \$3,200; FY2015 - \$3,200; FY2016 - \$3,200.

CR 403 (Hughes Ranch Road) – Reconstruction of two miles of CR403 from Cullen to Smith Ranch Road from a two-lane asphalt open ditch roadway to a four-lane concrete curb and gutter boulevard to provide enhanced safety and access to Dawson High School.

Operating Impact:  
FY2013 - \$2,160; FY2014 - \$2,160; FY2015 - \$2,160; FY2016 - \$2,160.

Mykawa Road Widening – Construct approximately three miles of four-lane concrete curb and gutter divided boulevard section roadway, including storm sewers, outfalls and detention, traffic signals and related items on Mykawa Road to help alleviate traffic from Beltway 8 to FM 518.

Bailey/Veterans to FM 1128 – Bailey Road will be widened to four lanes with a concrete curb and gutter. Drainage improvements will also be added. This widening will accommodate school traffic and provide re-graded ditches.

Pearland Parkway Extension – Extend Pearland Parkway approximately 4,500 ft. from 500 ft. east of Oiler Drive to Dixie Farm Rd., construct a four-lane concrete, curb and gutter, divided roadway with raised medians and a bridge crossing at Cowart's Creek. This will connect minor and major thoroughfares in accordance with the Thoroughfare Plan and provide traffic congestion relief to and from Beltway 8.

Operating Impact:  
FY2015 - \$23,500; FY2016 - \$24,300.

Longwood Street Reconstruction – Replace existing paving on Longwood Street, and remove and replace 12" and 8" asbestos concrete water lines and add 4 ft. sidewalks on both sides of the road. This same work will be done on Paul Drive from Longwood to the city limits and on McDonald Drive from Dixie Farm Road to Longwood within this project. This project is needed because of ongoing drainage issues.

Max Road – Widen Max Road to 4 lanes, including concrete curb and gutter, storm sewers, outfalls and detention, from the future Hughes Ranch alignment, connecting with Reid Boulevard; includes traffic signals and related items. This project will improve mobility, reduce maintenance and increase public safety.

Operating Impact:  
FY 2016 - \$3,500

Old Alvin Road Widening – Reconstruction of approximately one mile of Old Alvin Road from Plum Street to McHard Road from a two-lane asphalt to a four-lane undivided curb and gutter roadway. This will provide another north-south route between McHard Road and FM518.

**WATER:**

Surface Water Plant – Growth on the west side of the City drives demand for the continued development of the Surface Water Plant. Phase I in 2008-2009 included the purchase of property for the plant and provided interim work to protect erosion of neighbors' properties. In FY2014 plant design begins with a schedule to have the plant online in 2019. Phase I to be 10 MGD surface water plant, to ultimately become a 20 MGD plant. Operating costs to occur outside of the City's 5-year CIP window.

FM 1128 Water Line – Install approximately 5300 ft. of 16" water line along FM 1128 from Bailey Rd. to CR100 and from Veterans Dr. to FM 1128 for additional water pressure and fire protection based on demand.

Old Alvin Road Water Line – Install 13,200 ft. of 20" water line along Old Alvin Road from Magnolia Road to McHard Road for the distribution of the City of Houston water connection.

Pearland Parkway Water Line – Install approximately 4,000 linear ft. of 12" water line from Shadycrest to Dixie Farm Rd., connecting to 16" water line and providing additional water source to the residential neighborhood.

Veterans Drive Water Line – Install approximately 5,300 ft. of 16" water line on Veterans Drive from Bailey Road south to CR100, and continue an additional 5,300 ft. with a 12" line from CR100 to CR128 to supply water to the City limits and ETJ south of Bailey Road in preparation of future development and demand.

McHard Road Water Line – Install approximately 34,000 ft. of 16" water line along McHard Road from SH35 to Business Center Drive to provide a connection between the east and west sides of the City, allowing for more efficient water flow, improved fire protection and movement of water from the expanded Alice Street Water Plant.

Green Tee Rehabilitation – Modify the Green Tee water pumping station to eliminate incoming water from Clear Brook City MUD and transform the station into a booster station. This project will eliminate a high-priced water source, improve water quality, and maintain functional use of the equipment.

Operating Impact:

FY 2014 - (\$51,550); FY 2015 - (\$102,500); FY 2016 - (\$102,500).

**WASTEWATER:**

Hatfield Basin Trunk Sewer Line – Install a 30" trunk sewer for approximately 5,400 ft. along Hatfield Road from Magnolia to Broadway, 5,900 ft. of 24" trunk sewer from Broadway to Hatfield Lift Station #2, and an additional 8,200 ft. of 12" line connecting to the trunk main. This will eliminate overflows in the basin, reduce I/I work to the Walnut Lift Station, and make possible the elimination of up to six lift stations.

Operating Impact:

FY2013 – (\$480,000); FY2014 – (\$180,000); FY2015 – (\$180,000); FY2016 – (\$180,000).

Mykawa/Scott SCADA Lift Station – Replace existing lift station with a 12" force main for approximately 2,500 ft., from Mykawa to SH35 and an 8-18" gravity line for approximately 3,430 ft. along Mykawa from Scott to Shank to reduce flow to the Barry Rose WWTP, reduce surcharging in the McHard 24" trunk sewer, and eliminate one lift station.

Operating Impact:

FY2015 – (\$14,500); FY2016 – (\$14,500).

Twin Creek SCADA Lift Station – Install new lift station and rehab basin within Twin Woods subdivision to eliminate overflows and heavy I/I in the basin. This will eliminate three existing lift stations.

Operating Impact:

FY2013 – (\$170,000); FY2014 – (\$35,000); FY2015 – (\$35,000); FY2016 – (\$35,000).

Orange/Mykawa Lift Station – Install approximately 3,386 ft. of 12” gravity sewer line along Mykawa from Orange to Walnut and abandon current lift station.

Operating Impact:

FY2015 – (\$92,500); FY2016 – (\$17,500).

West Oaks Lift Station – Install approximately 771 ft. of 12” gravity sewer line along Harkey Road and abandon West Oaks lift station.

Operating Impact:

FY2014 – (\$17,500); FY2015 – (\$92,500); FY2016 – (\$3,100).

Miller Ranch Road SCADA Lift Station – Install approximately 1,500 ft. of 15” trunk sewer line along Miller Ranch Road north to Hickory Slough and collector sewers east, including approximately 1,300 ft. of 10” and 1,350 ft. of 8” sewers, to provide sewer service to new development south of Hickory Slough.

Somersetshire Lift Station – Eliminate temporary lift station and reroute approximately 680 linear feet of 12” sanitary sewer to Southampton lift station.

Operating Impact:

FY2013 – (\$10,000); FY2014 – (\$160,000); FY2015 – (\$10,000); FY2016 – (\$5,000).

Pearland Heights Lift Station – Reroute approximately 1,700 linear feet of 12” sanitary sewer to Pearland Heights lift station. This will eliminate 1 lift station.

Operating Impact:

FY2014 – (\$80,000); FY2015 – (\$5,000); FY2016 – (\$5,000).



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## SPECIAL REVENUE FUNDS

The Special Revenue Funds are used to account for specific revenues that are legally restricted for particular purposes. A description of the individual Special Revenue Funds follows and the budget schedules can be found following this document.

**Court Security** – Article 102.017 of the Code of Criminal Procedures allows a city to collect, when a defendant is convicted, a \$3.00 fee. A fund designated by this article is created to govern this collection and the money may only be used for the purpose of providing security services for buildings housing a municipal court.

**City Wide Donation** – A fund used to account for miscellaneous donations for all City Departments except the Parks and Recreation Department.

**Court Technology** – Article 102.0172 of the Code of Criminal Procedures allows a city to collect, when a defendant is convicted, a \$4.00 fee. A fund designated by this article is created to account for this collection, which may be used only to finance technological enhancements of the municipal court.

**Court Juvenile Management** – Article 102.0174 of the Code of Criminal Procedures allows a city to collect up to a \$5.00 fee from each Class C misdemeanor conviction for the expenses related to employment of a Juvenile Case Manager.

**Emergency Management Buy-Out** – A fund to account for funding from the State Division of Emergency Management for mitigation of repetitive loss properties.

**Traffic Impact Improvement** – A fund that accounts for resources to be used for traffic improvements based on traffic impact analysis.

**Regional Detention** – A fund created to account for regional detention development.

**Hotel/Motel Occupancy Tax** – A fund created to account for hotel/motel occupancy tax revenue.

**Park Donations** - A fund used to account for special events donations and expenditures provided by the Parks & Recreation Department and for the development of City parks.

**Park and Recreation Development** – A fund created to account for the development of parks with park dedication fees.

**Tree Trust** – A fund created to account for tree trust donations.

**Sidewalk** – A fund created to account for resources designated for sidewalks.

**Police State Seizure** – A fund created to account for state seizure funds, which are used solely for law enforcement purposes.

**Federal Police** – A fund created to account for federal seizure funds and can only be used to support activities that result in further seizures.

**Grant Fund** – To account for all revenues and expenditures associated with federal, state and local grants, except CDBG.

**Community Development Block Grant** – A fund used to account for revenues and expenditures associated with the Federal Community Development Block Grant.

**Community Development Block Grant–Recovery** – A fund used to account for revenues and expenditures associated with the Federal Community Development Block Grant – American Recovery and Reinvestment Act.

**Management District 1** – Fund created to account for sales tax collections from the Poag & McEwen Lifestyle Center development to finance and assist the development of public infrastructure.

**University of Houston** – Fund created to account for the revenues and expenditures associated with a development lease agreement between the City, University of Houston, and Pearland Economic Development Corporation.

**COURT SECURITY FUND - 17**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

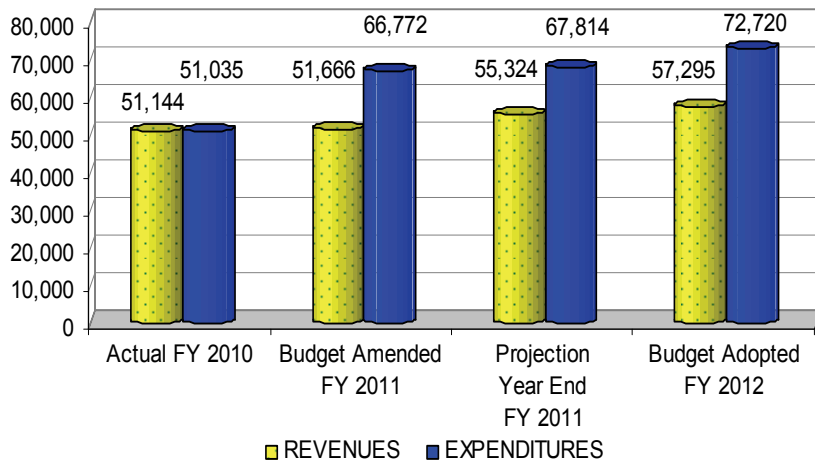
City Council adopted a resolution authorizing Municipal Court to collect a \$3 fee from each defendant found guilty of a misdemeanor. Pursuant to the Texas Code of Criminal Procedure, revenues generated from this fee must be deposited into a special fund. The money collected may be used only to fund court security and includes such items as metal detectors, surveillance equipment, security personnel, security hardware, personnel security training, or other security measures. The revenues generated from this fee cover the cost of the court Bailiff as a transfer to the General Fund through the end of fiscal year 2011 and will be directly charged to this fund beginning fiscal year 2012, in addition to operating costs. Fiscal year 2012 includes the addition of a part-time Bailiff. The proportional share of Securenet (software/hardware for building security) maintenance remains funded in fiscal year 2012. Court Efficiency (10% of time pay fees) is also part of this fund. The fund balance at 9/30/2012 is estimated to be \$107,388, which is a drawdown of \$15,425. Based on current revenues, the fund balance will fund the part-time Bailiff for almost 7 years.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
FINES & FORFEITURES	\$ 50,888	\$ 51,406	\$ 55,095	\$ 56,428
INTEREST INCOME	256	260	229	332
TRANSFER IN				535
<b>TOTAL</b>	<b>51,144</b>	<b>51,666</b>	<b>55,324</b>	<b>57,295</b>
<b>EXPENDITURES</b>				
SALARY & WAGES			8,313	58,326
MATERIALS & SUPPLIES	296	300	300	800
MISCELLANEOUS SERVICES	1,617	15,444	13,495	13,594
TRANSFER	49,122	51,028	45,706	
<b>TOTAL</b>	<b>51,035</b>	<b>66,772</b>	<b>67,814</b>	<b>72,720</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>109</b>	<b>(15,106)</b>	<b>(12,490)</b>	<b>(15,425)</b>
<b>FUND BALANCE - BEGINNING</b>	<b>135,194</b>	<b>135,303</b>	<b>135,303</b>	<b>122,813</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 135,303</b>	<b>\$ 120,197</b>	<b>\$ 122,813</b>	<b>\$ 107,388</b>

**COURT SECURITY FUND - 17  
REVENUES  
FY 2012 ADOPTED BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
017-0000-352.03-00	BUILDING SECURITY	46,769	47,156	49,395	50,383
017-0000-352.05-00	TIME EFFICIENCY FEES	4,119	4,250	5,700	6,045
<b>*FINES &amp; FORFEITURES</b>		<b>50,888</b>	<b>51,406</b>	<b>55,095</b>	<b>56,428</b>
017-0000-356.00-00	INTEREST INCOME	256	260	229	332
<b>*MISCELLANEOUS</b>		<b>256</b>	<b>260</b>	<b>229</b>	<b>332</b>
017-0000-359.02-00	TRANSFER FROM FUND 18				535
<b>*TRANSFER IN</b>					<b>535</b>
<b>TOTAL</b>		<b>51,144</b>	<b>51,666</b>	<b>55,324</b>	<b>57,295</b>

**Revenues vs. Expenditures**



**CITYWIDE DONATION FUND - 18**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Citywide Donation Fund is used to account for miscellaneous donations for all City Departments, except the Parks and Recreation Department. Donations received for specific reasons or for specific departments shall be spent for those purposes. Expenditures in fiscal year 2011 total \$30,717 and include \$15,335 for the purchase of equipment for Animal Control, \$14,369 for equipment for EMS, which include \$5,329 for a toughbook and accessories. The expenditure for fiscal year 2012 includes a \$394 contribution towards fire safety brochures and pamphlets for fire prevention presentations, and \$535 is transferred to the Court Security Fund from donations received from juror fees. Fund Balance at 9/30/2012 is anticipated to be \$64,917. In fiscal year 2010 the City began collecting donations, via water bills, for a Westside Library. Funds of \$316 are anticipated by 9/30/2012. The amount available for the Animal Shelter is approximately \$43,127, with approximately \$19,480 available for EMS and \$2,013 for Police.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
INTEREST INCOME	\$ 94	\$ 117	\$ 85	\$ 134
MISCELLANEOUS DONATIONS	25,716	22,200	27,405	24,453
INTERFUND TRANSFER	3,000			
<b>TOTAL</b>	<b>28,810</b>	<b>22,317</b>	<b>27,490</b>	<b>24,587</b>
<b>EXPENDITURES</b>				
MATERIALS & SUPPLIES	5,055	1,049	11,102	394
MAINTENANCE OF EQUIPMENT	2,778			
INVENTORY - ANIMAL CONTROL	9,565	14,286	14,286	
INVENTORY - POLICE	2,261			
INVENTORY - E.M.S.	3,234			
TRANSFER OUT				535
CAPITAL OUTLAY - E.M.S.	13,687		5,329	
<b>TOTAL</b>	<b>36,580</b>	<b>15,335</b>	<b>30,717</b>	<b>929</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(7,770)</b>	<b>6,982</b>	<b>(3,227)</b>	<b>23,658</b>
<b>FUND BALANCE - BEGINNING</b>	<b>52,256</b>	<b>44,486</b>	<b>44,486</b>	<b>41,259</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 44,486</b>	<b>\$ 51,468</b>	<b>\$ 41,259</b>	<b>\$ 64,917</b>



**CITYWIDE DONATION FUND - 18  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
018-0000-356.00-00	INTEREST INCOME	94	117	85	134
<b>*INTEREST</b>		<b>94</b>	<b>117</b>	<b>85</b>	<b>134</b>
018-0000-358.00-00	MISCELLANEOUS			22	
018-0000-358.01-00	DONATIONS	25,690	22,200	26,243	24,303
018-0000-358.01-02	WEST SIDE LIBRARY EXT	26		140	150
018-0000-358.01-05	FIRE SAFETY GRANT			1,000	
<b>*MISCELLANEOUS DONATIONS</b>		<b>25,716</b>	<b>22,200</b>	<b>27,405</b>	<b>24,453</b>
018-0000-359.14-00	TRANSFER FROM FUND 046	3,000			
		<b>3,000</b>			
	<b>TOTAL</b>	<b>28,810</b>	<b>22,317</b>	<b>27,490</b>	<b>24,587</b>

**COURT TECHNOLOGY FUND - 19**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

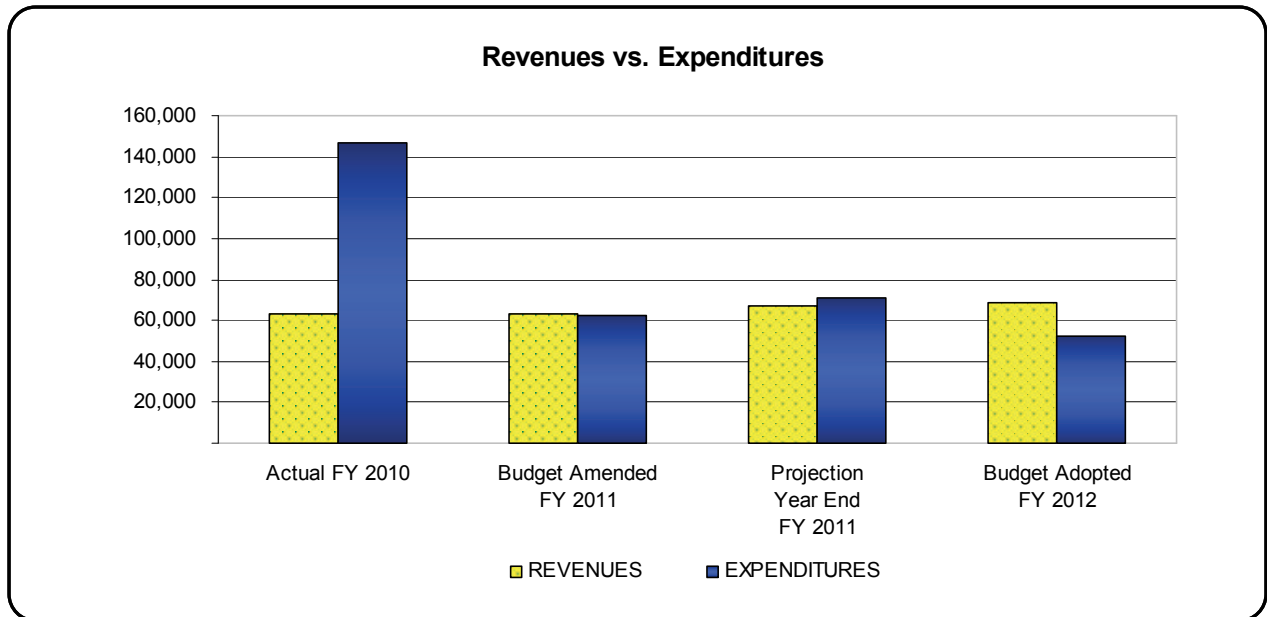
**OVERVIEW**

City Council adopted a resolution pursuant to the Texas Code of Criminal Procedure, authorizing Municipal Court to collect a \$4 fee from each defendant found guilty of a misdemeanor. The revenues generated from this fee may only be used to fund court technology and includes such items as computer equipment, imaging systems, electronic kiosks, docket management systems, and electronic ticket writers. In fiscal year 2011, revenues were used to pay for software maintenance on Automatic License Plate Recognition Systems (ALPRS), ticket writers, click2gov, and case management. Also included were Accurint software program for warrant investigative services and ALPRS expenses for one camera system plus computer. Computer and radio funds for new Warrant Officer are still retained in this fund pending assignment. Fiscal year 2012 expenditures of \$52,601 include continued funding for software maintenance, wireless internet for the Court Suite, and an Automated External Defibrillator (AED) for the Court side of the Public Safety Building. Fund Balance at 9/30/2012 is estimated to be \$207,895.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
FINES & FORFEITURES	\$ 62,452	\$ 62,875	\$ 66,579	\$ 67,910
INTEREST INCOME	455	454	327	538
<b>TOTAL</b>	<b>62,907</b>	<b>63,329</b>	<b>66,906</b>	<b>68,448</b>
<b>EXPENDITURES</b>				
MATERIALS & SUPPLIES	2,950	450	898	1,994
MISCELLANEOUS SERVICES	3,919	10,420	8,428	11,433
MAINTENANCE OF EQUIPMENT	3,382	21,572	25,072	26,358
INVENTORY	8,681	2,500	2,500	1,515
CAPITAL OUTLAY	127,883	27,384	34,015	11,301
<b>TOTAL</b>	<b>146,816</b>	<b>62,326</b>	<b>70,913</b>	<b>52,601</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(83,909)</b>	<b>1,003</b>	<b>(4,007)</b>	<b>15,847</b>
<b>FUND BALANCE - BEGINNING</b>	<b>279,964</b>	<b>196,055</b>	<b>196,055</b>	<b>192,048</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 196,055</b>	<b>\$ 197,058</b>	<b>\$ 192,048</b>	<b>\$ 207,895</b>

**COURT TECHNOLOGY FUND - 19  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
019-0000-352.04-00	COURT TECHNOLOGY	62,452	62,875	66,579	67,910
	<b>*FINES &amp; FORFEITURES</b>	<b>62,452</b>	<b>62,875</b>	<b>66,579</b>	<b>67,910</b>
019-0000-356.00-00	INTEREST INCOME	455	454	327	538
	<b>*INTEREST</b>	<b>455</b>	<b>454</b>	<b>327</b>	<b>538</b>
	<b>TOTAL</b>	<b>62,907</b>	<b>63,329</b>	<b>66,906</b>	<b>68,448</b>



**COURT JUVENILE MANAGEMENT FUND - 23  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The State of Texas has authorized the governing body of a municipality to collect a fee up to \$5 from each Class C misdemeanor conviction for the expenses related to the employment of a Juvenile Case Manager. Pursuant to the Texas Code of Criminal Procedure, Article 102.0174, revenues generated from this fee must be deposited into a special fund. This new fund began with the 2010 fiscal year, with a fee of \$4 for each conviction. The revenues generated from this fee covers the cost of the Juvenile Case Manager as a transfer to the General Fund through the end of fiscal year 2011 and will be directly charged to this fund beginning fiscal year 2012. Fund Balance at 9/30/2012 is estimated to be \$24,542.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
FINES & FORFEITURES	\$ 51,155	\$ 62,875	\$ 61,563	\$ 62,794
INTEREST INCOME	8	59	29	52
<b>TOTAL</b>	<b>51,163</b>	<b>62,934</b>	<b>61,592</b>	<b>62,846</b>
<b>EXPENDITURES</b>				
SALARY & WAGES				56,814
MISCELLANEOUS SERVICES				1,500
INTERFUND TRANSFER	42,596	43,030	50,653	
<b>TOTAL</b>	<b>42,596</b>	<b>43,030</b>	<b>50,653</b>	<b>58,314</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	8,567	19,904	10,939	4,532
<b>FUND BALANCE - BEGINNING</b>	504	9,071	9,071	20,010
<b>FUND BALANCE - ENDING</b>	<b>\$ 9,071</b>	<b>\$ 28,975</b>	<b>\$ 20,010</b>	<b>\$ 24,542</b>

**COURT JUVENILE MANAGEMENT FUND - 23  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
023-0000-352.00-00	FINES & FORFEITURES	51,155	62,875	61,563	62,794
<b>*MISCELLANEOUS</b>		<b>51,155</b>	<b>62,875</b>	<b>61,563</b>	<b>62,794</b>
023-0000-356.00-00	INTEREST INCOME	8	59	29	52
<b>*INTEREST</b>		<b>8</b>	<b>59</b>	<b>29</b>	<b>52</b>
	<b>TOTAL</b>	<b>51,163</b>	<b>62,934</b>	<b>61,592</b>	<b>62,846</b>

**EMERGENCY MANAGEMENT BUY-OUT FUND - 25  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Emergency Management Buy-Out Fund is used to account for funding from the state's Division of Emergency Management for mitigation of repetitive loss properties. The mitigation consists of buying out six properties within the city limits that have experienced repetitive losses due to flooding. The scope of the project includes providing a property appraisal in order to extend an offer for the buy-out, purchasing of the property and demolition of the structure to establish the lot as open space. This fund closes out. The project is complete.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
MISCELLANEOUS	\$ 97,742			
<b>TOTAL</b>	<b>97,742</b>			
<b>EXPENDITURES</b>				
MISCELLANEOUS	93,843			
CAPITAL OUTLAY				
<b>TOTAL</b>	<b>93,843</b>			
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>3,899</b>			
<b>FUND BALANCE - BEGINNING</b>	<b>(3,900)</b>			
<b>FUND BALANCE - ENDING</b>	<b>\$ 0</b>			

**EMERGENCY MANAGEMENT BUY-OUT FUND - 25  
REVENUES  
FY 2012 ADOPTED BUDGET**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
025-0000-358.99-00	MISCELLANEOUS	97,742			
*MISCELLANEOUS		97,742			
	TOTAL	97,742			

**TRAFFIC IMPACT IMPROVEMENT FUND - 35  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Traffic Impact Improvement Fund accounts for resources for traffic improvements. Funds are collected as a result of a traffic impact analysis performed for new developments. Traffic engineers analyze the proposed traffic patterns and trips generated by the development and then estimate the costs of the improvements needed to mitigate the impact the development has on the transportation system. For those improvements that cannot be constructed at the time of development, the funds are received from the developer and held until the projects can be incorporated into a City project. No expenditures are anticipated in fiscal year 2012. The fund balance at 9/30/2012 is estimated to be \$548,092.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
MISCELLANEOUS	\$ 4,670			
INTEREST INCOME	1,008	1,093	800	1,478
<b>TOTAL</b>	<b>5,678</b>	<b>1,093</b>	<b>800</b>	<b>1,478</b>
<b>EXPENDITURES</b>				
INTERFUND TRANSFER			750	
<b>TOTAL</b>			<b>750</b>	
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	5,678	1,093	50	1,478
<b>FUND BALANCE - BEGINNING</b>	540,886	546,564	546,564	546,614
<b>FUND BALANCE - ENDING</b>	<b>\$ 546,564</b>	<b>\$ 547,657</b>	<b>\$ 546,614</b>	<b>\$ 548,092</b>



**TRAFFIC IMPACT IMPROVEMENT FUND - 35  
REVENUES  
FY 2012 ADOPTED BUDGET**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
035-0000-358.19-00	STREET ASSESSMENT REVENUE	4,670			
<b>*MISCELLANEOUS</b>		<b>4,670</b>			
035-0000-356.00-00	INTEREST INCOME	1,008	1,093	800	1,478
035-0000-356.06-00	UNREALIZED CAPITAL GAIN/LOSS				
<b>*INTEREST</b>		<b>1,008</b>	<b>1,093</b>	<b>800</b>	<b>1,478</b>
	<b>TOTAL</b>	<b>5,678</b>	<b>1,093</b>	<b>800</b>	<b>1,478</b>

**REGIONAL DETENTION FUND - 43  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Regional Detention Fund accounts for regional detention development. A certain amount of capacity in a regional detention facility is allocated to the watershed and a certain amount of capacity is reserved for future detention needs based on new development. Developers can buy into the regional detention based on capacity needs versus capacity available. The current regional detention pond program is based on five regional detention ponds throughout the City. The current rate to purchase regional detention is \$7,500 per acre feet. The City completed a regional detention pond study in September 2010, which proposed various sub-regional detention ponds. Capacity from the pond would be purchased at a per acre feet fee. The fee structure will help recover the cost to purchase the property, design and construct the pond. A total of \$4,040 was transferred in fiscal year 2011 for the Independence Park Regional Detention Pond. This fund is anticipated to have no activity in fiscal year 2012.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
MISCELLANEOUS	\$ 7	\$	\$ 7	\$
REGIONAL DETENTION FEES				
<b>TOTAL</b>	<u>7</u>		<u>7</u>	
<b>EXPENDITURES</b>				
TRANSFER TO FUND 20			4,040	
<b>TOTAL</b>			<u>4,040</u>	
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>7</u>		<u>(4,033)</u>	
<b>FUND BALANCE - BEGINNING</b>	4,026	4,033	4,033	
<b>FUND BALANCE - ENDING</b>	<u>\$ 4,033</u>	<u>\$ 4,033</u>	<u>\$</u>	<u>\$</u>

**REGIONAL DETENTION FUND - 43  
REVENUES  
FY 2012 ADOPTED BUDGET**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
043-0000-335.65-00	MISCELLANEOUS				
043-0000-356.00-00	INTEREST INCOME	7		7	
<b>*MISCELLANEOUS</b>		<b>7</b>		<b>7</b>	
043-0000-358.30-00	REGIONAL DETENTION FEES				
043-0000-358.99-00	MISCELLANEOUS				
<b>*REGIONAL DETENTION FEES</b>					
	<b>TOTAL</b>	<b>7</b>		<b>7</b>	

**HOTEL/MOTEL OCCUPANCY TAX FUND - 45**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

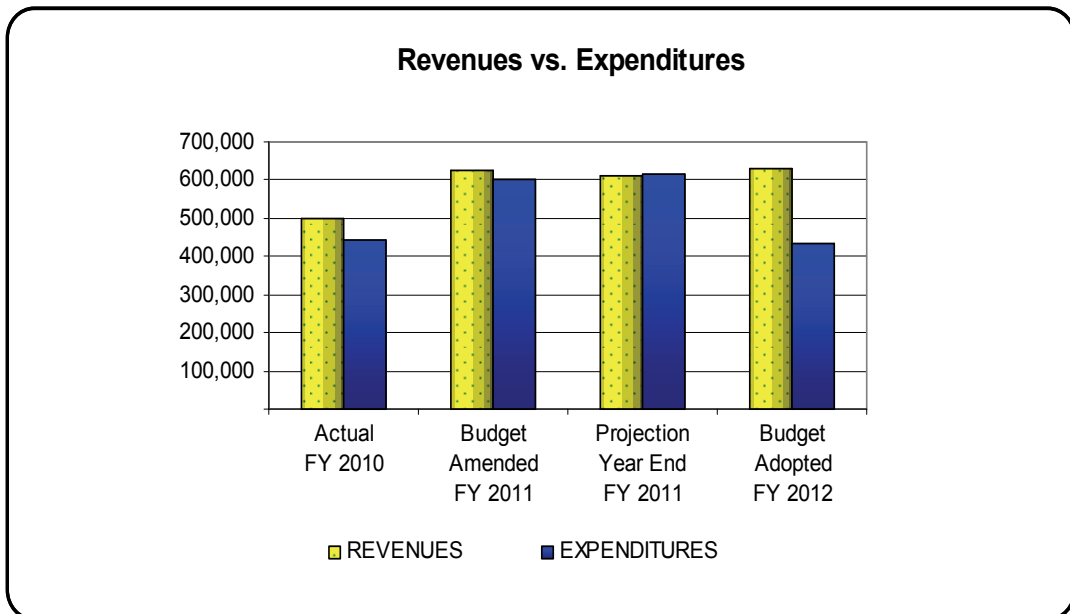
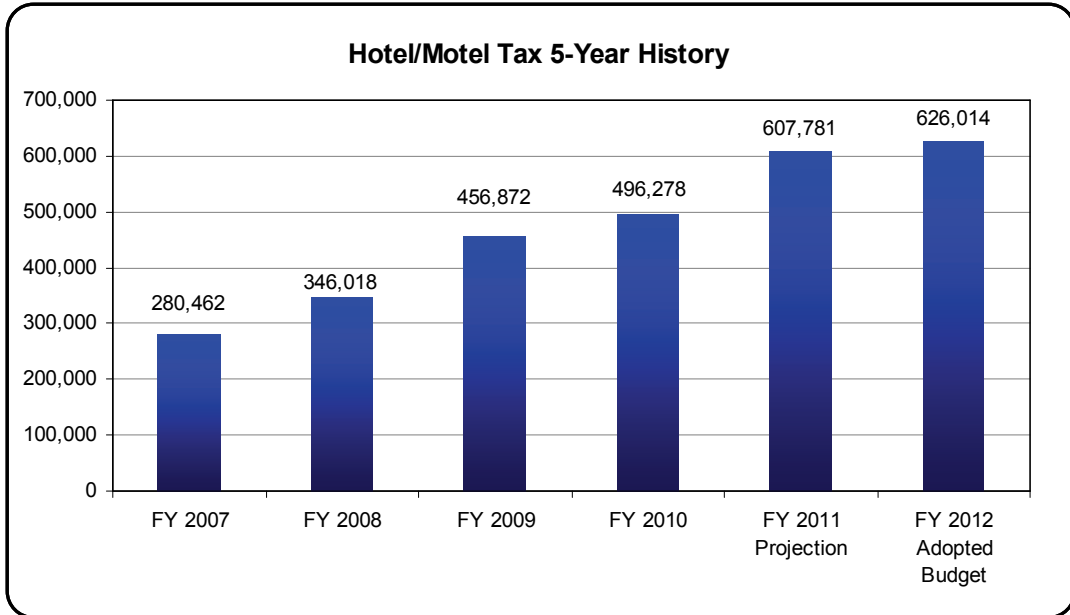
The Hotel/Motel Occupancy Tax Fund is used to account for revenues realized from hotel occupancy taxes. Local hotel occupancy tax revenues may only be spent to establish or enhance a convention center, cover the administrative expenses for registering convention delegates, pay for tourism-related advertising and promotions, fund programs that enhance the arts, pay for historic preservation or restoration projects, and pay for sports related expenses pursuant to State law, that will enhance tourism. By law, cities with populations of less than 125,000 must spend at least 1% of hotel tax receipts on advertising, no more than 15% on art programs and a maximum of 50% on historic preservation. Pearland is home to nine existing hotels, totaling 685 rooms: Best Western, Hampton Inn, La Quinta, The Courtyard by Marriott, Comfort Suites, Hilton Garden Inn, Candlewood Suites, and two Holiday Inn Express hotels.

Fiscal year 2011 expenditures include \$170,537 for the debt payment for the UH Conference Center, \$268,100 for an annual contract between the City and the Pearland Area Chamber of Commerce to advertise and promote tourism and the convention and hotel industry of the City. Hotel Occupancy Tax is projected to be \$626,014 in fiscal year 2012. Expenditures for fiscal year 2012 total \$434,627 and include \$268,100 for an annual contract between the City and the Pearland Area Chamber of Commerce, and a tax rebate of 71% on the Hilton Garden Inn taxes for the hotel's conference center. In fiscal year 2010 City Council approved a Cultural Arts Grants Program to increase tourism and hotel industry activity. Maximum of grants to be provided in any given year would be \$15,000. Fund Balance at 9/30/2012 is estimated to be \$1,607,524.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
HOTEL/MOTEL OCCUPANCY TAX	\$ 496,278	\$ 621,700	\$ 607,781	\$ 626,014
INTEREST INCOME	2,571	2,825	2,077	1,800
<b>TOTAL</b>	<b>498,849</b>	<b>624,525</b>	<b>609,858</b>	<b>627,814</b>
<b>EXPENDITURES</b>				
MISCELLANEOUS SERVICES	413,439	412,825	415,813	434,627
INVENTORY	24,606	12,382	12,382	
CAPITAL OUTLAY	3,209	15,208	15,208	
TRANSFER TO DSF/CIP		159,404	170,537	
<b>TOTAL</b>	<b>441,254</b>	<b>599,819</b>	<b>613,940</b>	<b>434,627</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	57,595	24,706	(4,082)	193,187
<b>FUND BALANCE - BEGINNING</b>	1,360,824	1,418,419	1,418,419	1,414,337
<b>FUND BALANCE - ENDING</b>	<b>\$ 1,418,419</b>	<b>\$ 1,443,125</b>	<b>\$ 1,414,337</b>	<b>\$ 1,607,524</b>

**HOTEL/MOTEL OCCUPANCY TAX FUND - 45  
REVENUES  
FY 2012 ADOPTED BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
045-0000-350.03-02	HOTEL/MOTEL OCCUPANCY TAX	496,278	621,700	607,781	626,014
	<b>*OTHER TAXES</b>	<b>496,278</b>	<b>621,700</b>	<b>607,781</b>	<b>626,014</b>
045-0000-356.00-00	INTEREST INCOME	2,432	2,825	2,052	1,800
045-0000-358.12-00	MISCELLANEOUS	139		25	
	<b>*MISCELLANEOUS</b>	<b>2,571</b>	<b>2,825</b>	<b>2,077</b>	<b>1,800</b>
	<b>TOTAL</b>	<b>498,849</b>	<b>624,525</b>	<b>609,858</b>	<b>627,814</b>



**PARK DONATIONS FUND - 46**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Park Donations Fund was created to account for donations and sponsorships for Park Special Events such as the July 4th event or Winterfest. This fund is also used to account for the receipt and use of citizen donations through their water bills. Use of these funds are allocated to specific events as identified with the donation or sponsorship, to supplement events, grants or park development. In fiscal year 2011, funds were used to supplement park programs, such as Winterfest, July 4th, and Summerfest, to name a few. Sponsorships have decreased and continue to decline due to the economic downturn. Also in fiscal year 2011 a \$5,000 sponsorship from the UofH Clear Lake was received for use in the Natatorium, \$1,600 of which was used to purchase a scoreboard. The remaining \$3,400 will be used in fiscal year 2012 for pool area enhancements, possibly an inflatable swim aid or climbing wall. In fiscal year 2012, funds are budgeted to supplement programs, at a reduced rate, based upon the donations received. Fund Balance at 9/30/2012 is estimated to be \$67,496.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
INTEREST INCOME	\$ 69	\$ 62	\$ 82	\$ 146
DONATIONS	1,723	1,000	1,200	1,200
SPONSORSHIPS	85,039	66,000	59,925	26,100
<b>TOTAL</b>	<b>86,831</b>	<b>67,062</b>	<b>61,207</b>	<b>27,446</b>
<b>EXPENDITURES</b>				
PROGRAMS	71,326	68,000	36,798	28,500
TRANSFERS	3,000			
<b>TOTAL</b>	<b>74,326</b>	<b>68,000</b>	<b>36,798</b>	<b>28,500</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	12,505	(938)	24,409	(1,054)
<b>FUND BALANCE - BEGINNING</b>	31,636	44,141	44,141	68,550
<b>FUND BALANCE - ENDING</b>	<b>\$ 44,141</b>	<b>\$ 43,203</b>	<b>\$ 68,550</b>	<b>\$ 67,496</b>

**PARK DONATIONS FUND - 46  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
046-0000-356.00-00	INTEREST INCOME	69	62	82	146
<b>*INTEREST</b>		<b>69</b>	<b>62</b>	<b>82</b>	<b>146</b>
046-0000-358.01-00	DONATIONS	1,723	1,000	1,200	1,200
046-0000-358.02-00	SPONSORSHIPS	85,039	66,000	59,925	26,100
<b>*MISCELLANEOUS</b>		<b>86,762</b>	<b>67,000</b>	<b>61,125</b>	<b>27,300</b>
	<b>TOTAL</b>	<b>86,831</b>	<b>67,062</b>	<b>61,207</b>	<b>27,446</b>

**PARK & RECREATION DEVELOPMENT FUND - 47**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

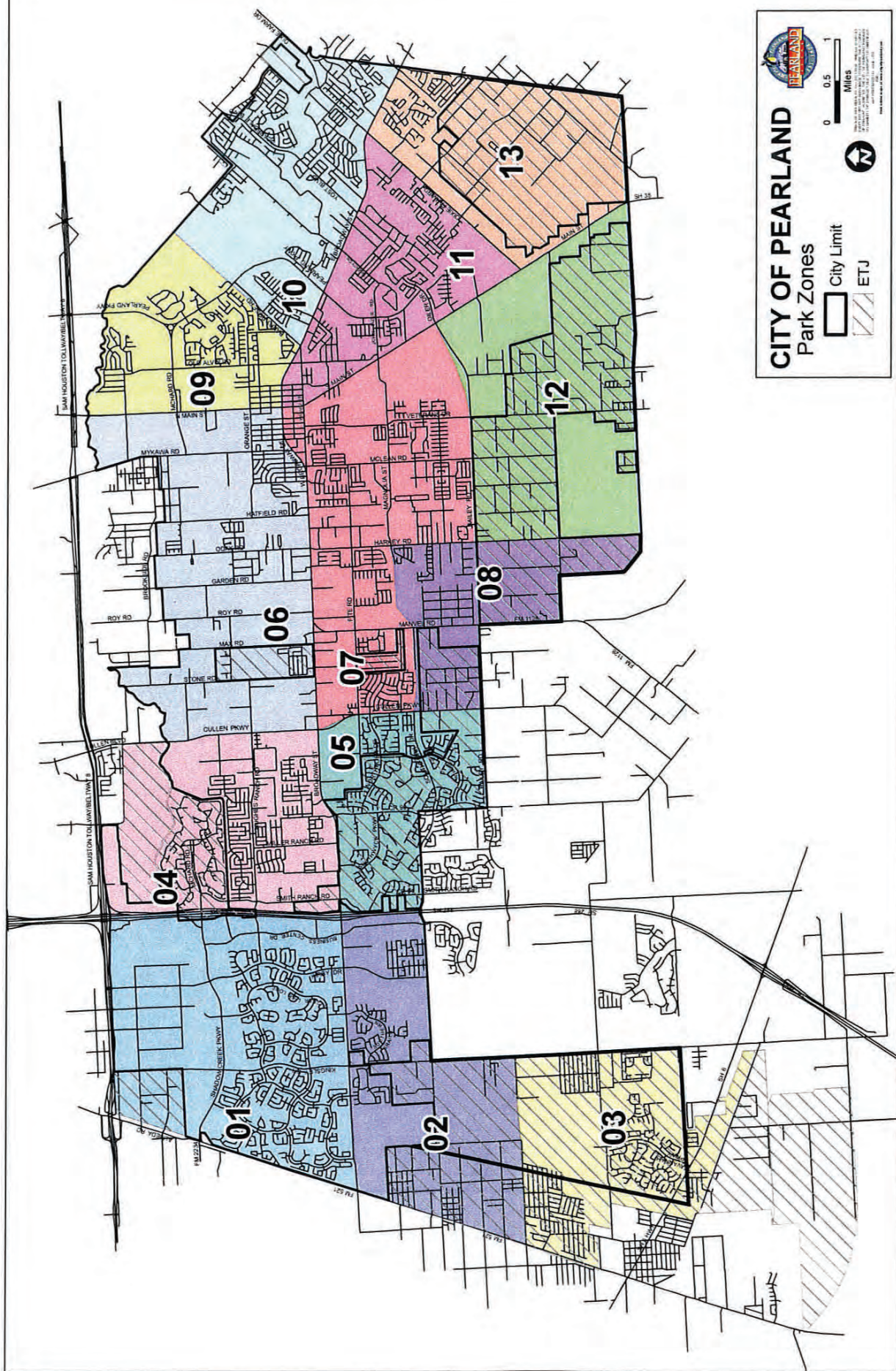
Pursuant to City Ordinance, new development either must dedicate parkland or pay the City a fee in lieu of parkland, as defined in the Ordinance. The City has thirteen parkland areas or zones. Fees, when paid, are identified by area and use of the funds must be spent within that area. Expenditures for fiscal year 2011 included the Max Road Soccer Complex, \$215,482 for development of current parkland in the Southgate subdivision, \$110,000 for standard facility amenities at Cypress Village, \$10,000 for park entrance signs at Southdown Park and Pine Hollow Park, and \$9,000 for three drinking fountains at Centennial Park. Expenditures for fiscal year 2012 include a fence around the dog park at Southdown Park (parkland area 4) and Independence Park (parkland area 11), with three solar powered lights at each park for a total of \$5,000 for each solar powered light and fence at each location, totaling \$40,000, and \$18,000 for design services for Shadow Creek Ranch Park (parkland area 1). Fund Balance at 9/30/2012 is estimated to be \$745,695. Included is a map of the thirteen parkland zones.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
PARKLAND FEES/DONATIONS	\$ 147,150	\$ 50,000	\$ 80,290	\$ 37,500
INTEREST INCOME	1,922	1,100	1,650	2,062
<b>TOTAL</b>	<b>149,072</b>	<b>51,100</b>	<b>81,940</b>	<b>39,562</b>
<b>EXPENDITURES</b>				
OPERATIONS & MAINTENANCE	29,365	635	635	
TRANSFER		130,294	139,574	18,000
CAPITAL OUTLAY		344,482	341,824	40,000
<b>TOTAL</b>	<b>29,365</b>	<b>475,411</b>	<b>482,033</b>	<b>58,000</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>119,707</b>	<b>(424,311)</b>	<b>(400,093)</b>	<b>(18,438)</b>
<b>FUND BALANCE - BEGINNING</b>	<b>1,044,519</b>	<b>1,164,226</b>	<b>1,164,226</b>	<b>764,133</b>
<b>FUND BALANCE - ENDING</b>	<b>\$1,164,226</b>	<b>\$ 739,915</b>	<b>\$ 764,133</b>	<b>\$ 745,695</b>



**PARK & RECREATION DEVELOPMENT FUND - 47  
REVENUES  
FY 2012 ADOPTED BUDGET**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
047-0000-358.02-00 <b>*MISCELLANEOUS</b>	PARK DONATIONS				
047-0000-356.00-00 <b>*INTEREST</b>	INTEREST INCOME	1,922	1,100	1,650	2,062
		<b>1,922</b>	<b>1,100</b>	<b>1,650</b>	<b>2,062</b>
047-0000-351.02-07 <b>*LICENSES &amp; PERMITS</b>	PARKLAND FEE	147,150	50,000	80,290	37,500
		<b>147,150</b>	<b>50,000</b>	<b>80,290</b>	<b>37,500</b>
	<b>TOTAL</b>	<b>149,072</b>	<b>51,100</b>	<b>81,940</b>	<b>39,562</b>



**TREE TRUST FUND - 49**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Tree Trust Fund is used to account for tree trust donations from developers who cannot mitigate for trees they have taken down for development. The fee is determined by their tree survey and how many caliper inches they have to mitigate. Funds can be used to plant and replace trees in City right-of-ways such as Pearland Parkway, in City parks, or for the tree farm at the John Hargrove Environmental Center. In fiscal year 2011, \$5,000 were used for trees at the Cypress Village and Southgate Parks. For fiscal year 2012, funds are budgeted for trees at Centennial Park and replacement of trees on McHard Road. Fund Balance at 9/30/2012 is estimated at \$678.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
MISCELLANEOUS	\$	\$	\$ 3,400	\$
INTEREST INCOME	30	7	12	13
<b>TOTAL</b>	<b>30</b>	<b>7</b>	<b>3,412</b>	<b>13</b>
<b>EXPENDITURES</b>				
BUILDINGS & GROUNDS	11,000	5,000	5,000	4,000
<b>TOTAL</b>	<b>11,000</b>	<b>5,000</b>	<b>5,000</b>	<b>4,000</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(10,970)</b>	<b>(4,993)</b>	<b>(1,588)</b>	<b>(3,987)</b>
<b>FUND BALANCE - BEGINNING</b>	17,223	6,253	6,253	4,665
<b>FUND BALANCE - ENDING</b>	<b>\$ 6,253</b>	<b>\$ 1,260</b>	<b>\$ 4,665</b>	<b>\$ 678</b>

**TREE TRUST FUND - 49  
REVENUES  
FY 2012 ADOPTED BUDGET**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
049-0000-356.00-00	INTEREST INCOME	30	7	12	13
<b>*INTEREST</b>		<b>30</b>	<b>7</b>	<b>12</b>	<b>13</b>
049-0000-358.31-00	TREE TRUST FUND			3,400	
<b>*MISCELLANEOUS</b>				<b>3,400</b>	
	<b>TOTAL</b>	<b>30</b>	<b>7</b>	<b>3,412</b>	<b>13</b>

**SIDEWALK FUND - 55  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Sidewalk Fund is used to account for revenues and expenditures associated with the installation of sidewalks. Per City Ordinance, sidewalks are to be installed when development occurs. However, in certain instances when the City knows that future streets and roadways will be constructed, the City accepts payment in lieu of installation of sidewalks. The cost per square foot is \$4 and changes to reflect the City current contract price at any given time. The City then uses these monies to install the sidewalks once the roadway is complete. A total of \$12,072 will be transferred to the General Fund for sidewalks in fiscal year 2012. Fund Balance at 9/30/2012 is estimated to be \$237,857.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
INTEREST INCOME	\$ 379	\$ 455	\$ 341	\$ 646
SIDEWALK REVENUE	10,408	25,000	15,803	20,000
<b>TOTAL</b>	<b>10,787</b>	<b>25,455</b>	<b>16,144</b>	<b>20,646</b>
<b>EXPENDITURES</b>				
TRANSFERS OUT				12,072
<b>TOTAL</b>				<b>12,072</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>10,787</b>	<b>25,455</b>	<b>16,144</b>	<b>8,574</b>
<b>FUND BALANCE - BEGINNING</b>	202,352	213,139	213,139	229,283
<b>FUND BALANCE - ENDING</b>	<b>\$ 213,139</b>	<b>\$ 238,594</b>	<b>\$ 229,283</b>	<b>\$ 237,857</b>



**SIDEWALK FUND - 55  
REVENUES  
FY 2012 ADOPTED BUDGET**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
055-0000-356.00-00	INTEREST INCOME	379	455	341	646
<b>*INTEREST</b>		<b>379</b>	<b>455</b>	<b>341</b>	<b>646</b>
055-0000-358.32-00	SIDEWALK REVENUE	10,408	25,000	15,803	20,000
<b>*MISCELLANEOUS</b>		<b>10,408</b>	<b>25,000</b>	<b>15,803</b>	<b>20,000</b>
	<b>TOTAL</b>	<b>10,787</b>	<b>25,455</b>	<b>16,144</b>	<b>20,646</b>

**POLICE STATE SEIZURE FUND - 60**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Police State Seizure Fund is used to account for state seizure funds. State seizure funds are to be deposited into a special fund and used solely for law enforcement purposes, such as salaries and overtime pay for officers, officer training, specialized investigative equipment and supplies, and items used by officers in direct law enforcement duties. Seizure funds are acquired through the sale of seized property, property used in commission of a crime. Expenditures in fiscal year 2011 included surveillance vehicle rental, a body video system, a GPS, 37 tasers, Accurint/Lexis-Nexis computer access and Leads on Line Metal Theft module enhancement, and a negotiator phone that was partially funded with a donation from the Pearland Citizens Police Academy.

Expenditures for fiscal year 2012 include 10 laptops, 6 for Patrol, 2 for Criminal Investigations Division and 2 for Special Investigations Unit, with airtime costs, a forensic extraction device for use on seized cell phones, 6 wireless access points within the public safety building, second entry license for Bar-coded Evidence Analysis Statistics and Tracking software, Accurint/Lexis-Nexis computer access, and surveillance vehicle rental. Fund balance at 9/30/2012 is estimated to be \$107,778.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
INTEREST INCOME	\$ 440	\$ 154	\$ 290	\$ 444
SEIZURE FUNDS	56,510	50,000	70,000	50,000
MISCELLANEOUS		5,250	5,250	
<b>TOTAL</b>	<b>56,950</b>	<b>55,404</b>	<b>75,540</b>	<b>50,444</b>
<b>EXPENDITURES</b>				
MATERIALS & SUPPLIES	5,918	19,000	7,112	2,550
EQUIPMENT MAINTENANCE	555			1,200
MISCELLANEOUS	31,511	60,482	54,765	73,300
CAPITAL IMPROVEMENT	40,877	55,419	59,840	22,000
CAPITAL OUTLAY	2,713	22,810	11,000	8,085
<b>TOTAL</b>	<b>81,574</b>	<b>157,711</b>	<b>132,717</b>	<b>107,135</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(24,623)</b>	<b>(102,307)</b>	<b>(57,177)</b>	<b>(56,691)</b>
<b>FUND BALANCE - BEGINNING</b>	246,269	221,646	221,646	164,469
<b>FUND BALANCE - ENDING</b>	<b>\$ 221,646</b>	<b>\$ 119,339</b>	<b>\$ 164,469</b>	<b>\$ 107,778</b>

**POLICE STATE SEIZURE FUND - 60  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
060-0000-356.00-00	INTEREST INCOME	440	154	290	444
<b>*INTEREST</b>		<b>440</b>	<b>154</b>	<b>290</b>	<b>444</b>
060-0000-358.24-00	DRUG REVENUE	29,649	25,000		25,000
060-0000-358.25-00	SEIZED PROPERTY	26,861	25,000	70,000	25,000
060-0000-358.99-00	MISCELLANEOUS		5,250	5,250	
<b>*MISCELLANEOUS</b>		<b>56,510</b>	<b>55,250</b>	<b>75,250</b>	<b>50,000</b>
	<b>TOTAL</b>	<b>56,950</b>	<b>55,404</b>	<b>75,540</b>	<b>50,444</b>



**FEDERAL POLICE FUND - 62  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Federal Police Fund is used to account for federal seizure funds. Federal seizure funds are used to support community policing activities, training, and law enforcement operations calculated to result in further seizures and forfeitures. These include activities to enhance future investigations, including payments to informants, reward money, law enforcement training, and the purchase of equipment such as body armor and firearms. Projected fund balance at 9/30/2012 is \$24,724.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
POLICE DRUG REVENUE	\$ 4,777	\$	\$	\$
INTEREST INCOME	41	49	40	67
<b>TOTAL</b>	<b>4,818</b>	<b>49</b>	<b>40</b>	<b>67</b>
<b>EXPENDITURES</b>				
SPECIAL SERVICES				
INVENTORY - \$1,000 - \$4,999				
<b>TOTAL</b>				
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	4,818	49	40	67
<b>FUND BALANCE - BEGINNING</b>	19,799	24,617	24,617	24,657
<b>FUND BALANCE - ENDING</b>	<b>\$ 24,617</b>	<b>\$ 24,666</b>	<b>\$ 24,657</b>	<b>\$ 24,724</b>

**FEDERAL POLICE FUND - 62  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
062-0000-358.24-00	POLICE DRUG REVENUE	4,777			
062-0000-356.00-00	INTEREST INCOME	41	49	40	67
<b>*MISCELLANEOUS</b>		<b>4,818</b>	<b>49</b>	<b>40</b>	<b>67</b>
	<b>TOTAL</b>	<b>4,818</b>	<b>49</b>	<b>40</b>	<b>67</b>

**GRANT FUND - 101**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Grant Fund is used to account for revenues and expenditures associated with federal, state, and local grants. Grant revenues for fiscal year 2011 totals \$816,121. This includes \$66,854 from the Office of the Governor - Criminal Justice Division to fund a Crime Victim Liaison at Police; \$416,298 from U.S. Department of Energy for Adaptive Traffic Signalization Systems to be installed on FM518/Broadway from Pearland Town Center to FM1128; \$100,000 for Recreational Trails from Texas Parks and Wildlife; \$15,750 in matching funds from the Bureau of Justice Assistance for Bullet Proof Vests; a formula award from the E. Byrne Memorial Justice Assistance Grant in the amount of \$22,959 for tasers for the City of Pearland and surveillance equipment for the City of Angleton; \$59,341 for Emergency Management Planning Grant (EMPG) activities; \$4,000 from National Recreation and Park Association for the Take Me Fishing Grant; \$73,000 from the Economic Alliance and \$25,000 from HGAC for plans to construct a Project Stars Monument; and \$19,376 for an HGAC Solid Waste grant.

Fiscal year 2012 grant revenues total \$659,903. This includes \$59,341 for Emergency Management through EMPG and \$14,084 for Citizens Corp Preparedness grants from Texas Division of Emergency Management; \$53,185 of a multi-year grant from the Office of the Governor to fund a Crime Victim Liaison at Police; \$41,999, plus \$3,500 carried over from the prior year, from the Office of Attorney General for a Crime Victim Specialist; \$48,230 of a \$146,802 four-year SAFER grant from FEMA for recruitment and retention of volunteer firefighters; \$331,026 of a \$703,089 two-year SAFER grant from FEMA to hire six (6) additional Firefighters; an \$11,189 multi-year Justice Assistance Grant, with \$694 carried over from the prior year; \$49,628 for training of Municipal Court staff and judges; \$4,000 for the annual KidFish activity from National Parks and Wildlife; \$8,027 from the U.S. Department of Justice, BJA Bulletproof Vest Partnership (BVP) grant, with a 50% match for the purchase of 21bulletproof vests for the Police Department and 6 for the Fire Marshal's Office; and \$35,000 in matching funds from the Texas Department of State Health Services towards the purchase of an ambulance for the EMS Department. Expenditures for fiscal year 2012 total \$667,930.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
GRANT REVENUE	\$ 874,832	\$ 1,289,281	\$ 816,121	\$ 659,903
INTEREST INCOME	10	70	5	61
INTERFUND TRANSFERS	16,069	117,799	10,800	8,027
<b>TOTAL</b>	<b>890,911</b>	<b>1,407,150</b>	<b>826,926</b>	<b>667,991</b>
<b>EXPENDITURES</b>				
SALARY & WAGES	42,243	42,243	59,341	78,241
MATERIALS & SUPPLIES	28,548	31,642	32,898	20,054
MAINTENANCE OF EQUIPMENT	24,988			
MISCELLANEOUS SERVICES	3,913	67,728	29,131	70,072
TRANSFERS	6,786	183,456	182,810	464,710
CAPITAL OUTLAY	794,249	1,073,381	527,056	34,853
<b>TOTAL</b>	<b>900,727</b>	<b>1,398,450</b>	<b>831,236</b>	<b>667,930</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(9,816)	8,700	(4,310)	61
<b>FUND BALANCE - BEGINNING</b>	36,602	26,786	26,786	22,476
<b>FUND BALANCE - ENDING</b>	<b>\$ 26,786</b>	<b>\$ 35,486</b>	<b>\$ 22,476</b>	<b>\$ 22,537</b>

**GRANT FUND - 101  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
101-0000-346.01-01	EMERGENCY MANAGEMENT PERF. GRANT	42,243	42,243	59,341	59,341
101-0000-346.01-02	CITIZENS EMERG. RESPONSE TRAINING	11,476	7,453	7,303	14,084
101-0000-346.01-04	TCLEOSE TRAINING GRANT				
101-0000-346.01-08	CRIME VICTIMS' ASSISTANCE GRANT	5,236	67,500	66,854	53,185
101-0000-346.01-09	HGAC SOLID WASTE GRANT	15,497	31,851	19,376	
101-0000-346.01-14	RECREATIONAL TRAILS GRANT		100,000	100,000	
101-0000-346.02-12	AFG/SAFER FIREFIGHTERS GRANT				331,026
101-0000-346.02-11	AFG/SAFER VOLUNTEER FIREFIGHTERS				48,230
101-0000-346.02-03	ASSIST. TO FIREFIGHTERS/FIRE GRANT		427,999		
101-0000-346.02-02	ASSIST. TO FIREFIGHTERS/EMS GRANT		40,960		
101-0000-346.02-05	BULLETPROOF VESTS GRANT	2,400	15,750	15,750	8,027
101-0000-346.02-07	BYRNE/JAG RECOVERY GRANT	53,361	99		
101-0000-346.02-08	BJA CRIMINAL JUSTICE GRANT	450,904			
101-0000-346.02-09	EECBG - ENERGY GRANT	269,602	416,298	416,298	
101-0000-346.02-10	BYRNE MEMORIAL JAG GRANT	11,945	12,500	22,949	11,883
101-0000-346.04-01	PARKS & RECREATION GRANT	5,000	4,000	4,250	4,000
101-0000-357.01-00	FEDERAL GRANT		49,628		49,628
101-0000-357.02-00	EMS LPG GRANT	7,168		6,000	35,000
101-0000-346.03-06	HGAC STARS MONUMENT GRANT		73,000	98,000	
101-0000-346.01-15	OAG-OVAG GRANT				45,499
<b>*GRANT REVENUE</b>		<b>874,832</b>	<b>1,289,281</b>	<b>816,121</b>	<b>659,903</b>
101-0000-356.00-00	INTEREST INCOME	10	70	5	61
<b>*INTEREST</b>		<b>10</b>	<b>70</b>	<b>5</b>	<b>61</b>
101-0000-359.99-00	FROM FUND 10	16,069	117,799	10,800	8,027
<b>*INTERFUND TRANSFERS</b>		<b>16,069</b>	<b>117,799</b>	<b>10,800</b>	<b>8,027</b>
<b>TOTAL</b>		<b>890,911</b>	<b>1,407,150</b>	<b>826,926</b>	<b>667,991</b>

## GRANT FUND - 101

### GOALS

- ◇ Obtain federal, state, local and private grants, contracts and other monetary awards that increase or enhance City services, infrastructure, equipment or personnel.

### FISCAL YEAR 2011 ACCOMPLISHMENTS

- ◇ Applied for 12 grants totaling \$1.9 million, receiving 9 grants totaling \$1.3 million, including 2 grants applied for in Fiscal Year 2010.
- ◇ Administered 20 active grants totaling \$2.4 million in 9 City departments.
- ◇ Obtained grants scheduled to cover all or a portion of the personnel costs of 10 new and existing personnel at an estimated \$486,110 in savings to the City during FY 2012.
- ◇ Secured funding for the installation of 4,762 linear feet of new sidewalk in Community Development Block Grant (CDBG) targeted areas.
- ◇ Received award to purchase tasers and bulletproof vests for police officers.
- ◇ Secured funding for the installation of a facility-grade Emergency Operations Center generator at the City's Public Safety Building.
- ◇ Contract awarded for Adaptive Traffic Synchronization project for installation of detection cameras and related traffic hardware, mainly funded with Department of Energy grant funds.

### FISCAL YEAR 2012 OBJECTIVES

- ◇ Align grant-seeking efforts with City Council Goals, Capital Improvement Program (CIP), the budget process, and the need for new personnel and equipment.
- ◇ Implement updates to administrative policies and procedures for grants and other public assistance contracts.
- ◇ Seek funding to assist in the enhancement of the west side Library facility and services.
- ◇ Pursue funding for a Public Safety Mobile Command unit for Pearland Police Department.
- ◇ Improve staff capacity for administering grants through training and technical assistance for personnel from the Grants Coordinator.

### PERFORMANCE MEASURES

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of grant applications submitted	16	18	12	10
Value of grant applications submitted (excludes local match)	\$5,429,823	\$6,711,850	\$1,862,282	\$1,400,000
Number of grants awarded	9	16	9	9
Number of grants not awarded or pending notification	1	5	3	1
Number of current active grants	9	18	20	21
\$ amount of current Fiscal Year grants	\$586,337	\$2,135,667	\$1,855,215	\$1,900,000
Percent of grants in compliance with reporting requirements	100%	100%	100%	100%
Number of departments receiving grant funds	N/A	5	9	10
Operating grants awarded as percent of GF & W&S budget	N/A	3.5%	2.7%	2.9%
Number of grant programs/projects completed	N/A	15	7	6
Number of jobs created or retained through grant funds	N/A	3	4	4

**COMMUNITY DEVELOPMENT GRANT FUND - 105-109  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Community Development Grant Fund (CDBG) is used to account for revenues and expenditures associated with the Federal Community Development Block Grant. The U.S. Department of Housing and Urban Development provides eligible metropolitan cities and urban counties (called "entitlement communities") with annual direct grants that can be used to revitalize neighborhoods, expand affordable housing and economic opportunities, and/or improve community facilities and services, primarily to benefit low and moderate income persons. Under the guidelines, up to 15% of the grant can be spent on social services toward targeted groups of individuals that live within the City, and up to 20% can be spent on administration.

Fiscal year 2011 actual expenditures of \$704,862 include \$64,617 for use by social services agencies, which includes \$9,700 for a water and sewer line connection at Forgotten Angels Day Hab Center and \$6,004 for a grass-paved parking area at Adult Reading Center. A total of \$58,617 is projected for planning and administration and \$581,292 for construction. Construction expenditures include \$35,000 for the installation of bathrooms at Forgotten Angels Day Hab Center, \$1,250 for installation of an ADA-compliant entrance ramp at Adult Reading Center, and \$545,042 for sidewalk installation projects which include, but are not limited to, Veterans Drive, Fite Road, Hawk, Walnut, North Texas, South Houston, West Plum, and Jasmine Street.

Fiscal year 2012 CDBG allocation totals \$277,102, which is a reduction of 15 percent from the prior year allocation amount due to Congressionally-approved budget cuts. A total of \$41,565 will be used for public services and \$55,420 for planning and administration. A total of \$180,117 will be used to provide Forgotten Angels Day Hab Center with \$33,470 to install a fire sprinkler system and the City will use \$146,647 to install sidewalk and drainage on Westchester Circle between FM1128 and FM518/Broadway. Additional funds required to complete this \$335,793 project will come from \$155,742 reallocated CDBG funds from prior years.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
GRANT REVENUE	\$ 160,986	\$ 710,913	\$ 712,547	\$ 277,102
INTEREST INCOME	12	41		
<b>TOTAL</b>	<b>160,998</b>	<b>710,954</b>	<b>712,547</b>	<b>277,102</b>
<b>EXPENDITURES</b>				
MATERIALS & SUPPLIES	308		336	
MISCELLANEOUS SERVICES	36,120	88,834	82,234	59,485
TRANSFERS	28,667	41,000	41,000	37,500
CAPITAL OUTLAY	103,576	574,227	581,292	180,117
<b>TOTAL</b>	<b>168,671</b>	<b>704,061</b>	<b>704,862</b>	<b>277,102</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(7,673)</b>	<b>6,893</b>	<b>7,685</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>187</b>	<b>(7,486)</b>	<b>(7,486)</b>	<b>199</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ (7,486)</b>	<b>\$ (593)</b>	<b>\$ 199</b>	<b>\$ 199</b>

**COMMUNITY DEVELOPMENT GRANT FUND - 105-109  
REVENUES  
FY 2012 ADOPTED BUDGET**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
105-0000-357.01-05	CDBG GRANT FUNDS PY2006/2007		56,539	56,539	
106-0000-357.01-05	CDBG GRANT FUNDS PY2008	80,769	108,415	108,415	
107-0000-357.01-05	CDBG GRANT FUNDS PY2009	80,217	219,872	221,506	
108-0000-357-01-05	CDBG GRANT FUNDS PY2010		326,087	326,087	
109-0000-357.01-05	CDBG GRANT FUNDS PY2011				277,102
<b>*GRANT REVENUE</b>		<b>160,986</b>	<b>710,913</b>	<b>712,547</b>	<b>277,102</b>
108-0000-356.00-00	INTEREST INCOME	12	41		
<b>*INTEREST</b>		<b>12</b>	<b>41</b>		
	<b>TOTAL</b>	<b>160,998</b>	<b>710,954</b>	<b>712,547</b>	<b>277,102</b>

**COMMUNITY DEVELOPMENT RECOVERY GRANT FUND - 116  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Community Development Grant-Recovery Fund is used to account for revenues and expenditures associated with the Federal Community Development Block Grant-American Recovery and Reinvestment Act. In fiscal year 2009, the U.S. Department of Housing and Urban Development provided eligible metropolitan cities and urban counties (called "entitlement jurisdictions") with direct grants, the City's share totaling \$73,139. These grants are used to preserve or create jobs, assist those most impacted by the recession, provide investment needed to increase the area's economic recovery, for environmental protection and other infrastructure projects that will provide long-term economic benefits and/or foster alternative energy sources, or make current systems more energy efficient.

Funding in fiscal year 2011 includes \$9,207 for the completion of the installation of water and sewer lines at the Forgotten Angels Day Hab Day Center, as well as \$9,447 for the completion of the installation of solar street lights for buildings and parking lot lighting at the Adult Reading Center. A total of \$23,730 is projected for the installation of sidewalks on Old Alvin and Walnut. This project was completed by City staff at a total cost of \$18,306. Remaining funds will be reallocated to eligible local construction projects. A total of \$7,313 will be utilized for administration.

Fiscal year 2012 marks the final year of the availability of the CDBG Recovery/Stimulus funding program. Final grant reporting and completion of remaining portions of subrecipient projects at Forgotten Angels Day Hab Center and the Adult Reading Center will take place during FY 2012.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
GRANT REVENUE	\$ 30,475	\$ 38,587	\$ 38,587	\$
INTEREST INCOME	3		3	
<b>TOTAL</b>	<b>30,478</b>	<b>38,587</b>	<b>38,590</b>	
<b>EXPENDITURES</b>				
TRANSFERS		7,313	7,313	
MISCELLANEOUS SERVICES	16,246	9,207	9,207	
CAPITAL OUTLAY	3,119	33,177	33,183	
<b>TOTAL</b>	<b>19,365</b>	<b>49,697</b>	<b>49,703</b>	
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>11,113</b>	<b>(11,110)</b>	<b>(11,113)</b>	
	<b>11,113</b>	<b>(11,110)</b>	<b>(11,113)</b>	
<b>FUND BALANCE - BEGINNING</b>		11,113	11,113	
<b>FUND BALANCE - ENDING</b>	<b>\$ 11,113</b>	<b>\$ 3</b>	<b>\$</b>	<b>\$</b>



**COMMUNITY DEVELOPMENT RECOVERY GRANT FUND - 116  
REVENUES  
FY 2012 ADOPTED BUDGET**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Amended Budget</u>	<u>FY 2011 Year End Projection</u>	<u>FY 2012 Adopted Budget</u>
116-0000-357.01-05	CDBG GRANT FUNDS	30,475	38,587	38,587	
<b>*GRANT REVENUE</b>		<b>30,475</b>	<b>38,587</b>	<b>38,587</b>	
116-0000-356.00-00	INTEREST INCOME	3		3	
<b>*INTEREST</b>		<b>3</b>		<b>3</b>	
	<b>TOTAL</b>	<b>30,478</b>	<b>38,587</b>	<b>38,590</b>	

**MANAGEMENT DISTRICT 1 FUND - 120  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

Pearland Management District 1 was created by the State Legislature in 2007 in order to finance and assist in the development of public infrastructure for the Poag & McEwen Lifestyle Center development. The City of Pearland and the PEDC entered into a development agreement in 2004 agreeing to remit 90% of City sales tax generated within the development district towards the financing of public infrastructure. The commitment begins one hundred days after 50% of the square footage of stores are open for business. The City's commitment totals \$20 million and the PEDC \$10 million. The agreement calls for a special fund to be created to deposit the City's sales tax into. In fiscal year 2008 the City reserved the 90% rebate in sales tax from the development in order to buy down future debt. During fiscal year 2010 it was decided to send the City's funds back to the City as the development of the site had not progressed and in light of the current economy. During fiscal year 2011 PEDC decided the same. Any future transfers will be considered at that time. Fund balance at 9/30/2012 is anticipated to be \$0.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
INTEREST INCOME	\$ 539		\$ 138	
TRANSFERS IN				
<b>TOTAL</b>	<b>539</b>		<b>138</b>	
<b>EXPENDITURES</b>				
TRANSFER TO GENERAL FUND	201,216		948	
TRANSFER TO PEDC			197,330	
<b>TOTAL</b>	<b>201,216</b>		<b>198,278</b>	
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(200,677)</b>		<b>(198,140)</b>	
<b>FUND BALANCE - BEGINNING</b>	398,817	198,140	198,140	
<b>FUND BALANCE - ENDING</b>	<b>\$ 198,140</b>	<b>\$ 198,140</b>	<b>\$</b>	<b>\$</b>

**MANAGEMENT DISTRICT 1 FUND - 120  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
120-0000-356.00-00	INTEREST INCOME	539		138	
<b>*INTEREST</b>		<b>539</b>		<b>138</b>	
120-0000-359.01-00	TRANSFER FROM FUND 15				
120-0000-359.99-00	TRANSFER FROM FUND 10				
<b>*TRANSFERS</b>					
	<b>TOTAL</b>	<b>539</b>		<b>138</b>	

**UNIVERSITY OF HOUSTON FUND - 140  
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE  
FY 2012 ADOPTED BUDGET**

**OVERVIEW**

In fiscal year 2009 the City and the University of Houston (UH) entered into a development lease agreement where the City would construct a 31,554 square foot building on City land, and UH would lease 23,621 square feet with the Pearland Economic Development Corporation (PEDC) occupying 3,281 square feet and 4,652 square feet would be used as a conference center/meeting area. The facility was substantially completed in July 2010. As such, with the 2010 fiscal year this fund was created to account for the lease revenues and expenditures associated with the campus. Full year funding began October 1, 2010 for fiscal year 2011.

The joint partnership to bring higher education to Pearland resulted in junior, senior and master level classes being offered at the campus. Neighboring junior colleges feed into the education system.

Per the agreement, UH and PEDC pay their pro rata share of operations and maintenance costs for the facility. In fiscal year 2010, the PEDC also approved paying for the operating costs associated with the conference center. A transfer of \$45,771 is projected in fiscal year 2011 from the General Fund to offset expenditures higher than anticipated. Fund balance at 9/30/2012 is \$45.

Expenditures include custodial services, lawn maintenance, utilities, repair and maintenance, and insurance. The Agreement states that U of H's share of operations would not exceed \$175,274 in the first lease year, with a 5% cap in subsequent years on controllable costs.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b>REVENUES</b>				
MISCELLANEOUS	\$ 41,463	\$ 188,031	\$ 192,299	\$ 225,129
INTEREST INCOME	3		30	45
TRANSFERS IN	11,798	63,146	111,372	75,645
<b>TOTAL</b>	<b>53,264</b>	<b>251,177</b>	<b>303,701</b>	<b>300,819</b>
<b>EXPENDITURES</b>				
PERSONNEL	5,676	33,483	34,375	35,156
MATERIALS & SUPPLIES	1,602	6,850	3,022	6,650
MAINTENANCE OF BUILDINGS & GROUNDS		14,250	6,340	13,850
MISCELLANEOUS SERVICES	38,090	196,594	264,013	245,118
INVENTORY	1,193			
TRANSFERS OUT	2,654			
<b>TOTAL</b>	<b>49,215</b>	<b>251,177</b>	<b>307,750</b>	<b>300,774</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	4,049		(4,049)	45
<b>FUND BALANCE - BEGINNING</b>		4,049	4,049	
<b>FUND BALANCE - ENDING</b>	<b>\$ 4,049</b>	<b>\$ 4,049</b>	<b>\$</b>	<b>\$ 45</b>

**UNIVERSITY OF HOUSTON FUND - 140  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
140-0000-356.00-00	INTEREST INCOME	3		30	45
<b>*INTEREST</b>		<b>3</b>		<b>30</b>	<b>45</b>
140-0000-357.04-10	INTERGOVERNMENTAL				
140-0000-358.85-00	LEASE REVENUES - U OF H	41,463	188,031	189,044	225,129
140-0000-358.99-00	MISCELLANEOUS			3,255	
<b>*MISCELLANEOUS</b>		<b>41,463</b>	<b>188,031</b>	<b>192,299</b>	<b>225,129</b>
140-0000-359.99-00	FROM FUND 10			45,771	
140-0000-359.01-00	FROM FUND 15	11,798	63,146	65,601	75,645
<b>*INTERFUND TRANSFER</b>		<b>11,798</b>	<b>63,146</b>	<b>111,372</b>	<b>75,645</b>
	<b>TOTAL</b>	<b>53,264</b>	<b>251,177</b>	<b>303,701</b>	<b>300,819</b>



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## INTERNAL SERVICE FUNDS

**The Internal Service Funds** are used to account for the financing of goods or services provided by one fund or department to another fund or department on a cost reimbursement basis. The City of Pearland has one Internal Service Fund.

### **Property/Liability Insurance Fund**

Accounts for the activities of the city's property and casualty insurance.

**PROPERTY/LIABILITY INSURANCE FUND - 95**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Property/Liability Insurance Fund has been created to account for the activities of the City's property and casualty insurance. Coverage includes general liability, law enforcement, public official and employees liability, auto liability, physical damage and multi-peril, mobile equipment, real and personal property, and windstorm coverage. The fund not only accounts for the annual premiums but also accounts for uninsured and deductible claims and insurance recovery funds on those claims. Premiums exceed budget in fiscal year 2011 due to almost two years of windstorm being paid out of 2011 for the Recreation Center/Natatorium, as well as the Hillhouse Annex anticipated to open in August 2011. Premiums for fiscal year 2012 total \$965,748, with estimated uninsured and deductible claims of \$80,000. Premiums decreased from 2011 due to one year of windstorm on facilities, as well as rate reductions in General Liability Coverage and Errors and Omissions Liability Coverage. Full year funding of all new facilities is included. Based on the type of insurance and values of property, the General Fund and Water & Sewer Fund reimburse the Property Insurance Fund.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b><u>OPERATING REVENUES</u></b>				
Interfund Transfers	\$ 765,197	\$ 895,124	\$ 968,370	\$ 955,573
Insurance Recovery	100,691	90,000	75,000	90,000
Interest Income	101	55	105	175
<b>TOTAL</b>	<b>865,989</b>	<b>985,179</b>	<b>1,043,475</b>	<b>1,045,748</b>
<b><u>OPERATING EXPENSES</u></b>				
Equipment Maintenance	2,265			
Insurance Premiums	758,586	890,159	1,014,419	965,748
Claims	21,725	80,000	80,000	80,000
Capital Outlay	31,079		10,000	
<b>TOTAL</b>	<b>813,655</b>	<b>970,159</b>	<b>1,104,419</b>	<b>1,045,748</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>52,334</b>	<b>15,020</b>	<b>(60,944)</b>	
<b>BEGINNING NET ASSETS</b>	<b>8,610</b>	<b>60,944</b>	<b>60,944</b>	
<b>ENDING NET ASSETS</b>	<b>\$ 60,944</b>	<b>\$ 75,964</b>	<b>\$ 0</b>	<b>\$ 0</b>



**PROPERTY/LIABILITY INSURANCE FUND - 95  
REVENUES AND EXPENDITURES  
FY 2012 ADOPTED BUDGET**

**REVENUES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
095-0000-359.09-00	Transfer From Fund 030	321,382	331,196	348,775	291,739
095-0000-359.99-00	Transfer From Fund 010	443,815	563,928	619,595	663,834
<b>*TRANSFERS</b>		<b>765,197</b>	<b>895,124</b>	<b>968,370</b>	<b>955,573</b>
095-0000-358.45-00	Insurance Reimbursements	63,466	90,000	75,000	90,000
095-0000-358.99-00	Miscellaneous	37,225			
<b>*INSURANCE RECOVERY/MISC.</b>		<b>100,691</b>	<b>90,000</b>	<b>75,000</b>	<b>90,000</b>
095-0000-356.00-00	Interest Income	101	55	105	175
<b>*INTEREST</b>		<b>101</b>	<b>55</b>	<b>105</b>	<b>175</b>
<b>TOTAL</b>		<b>865,989</b>	<b>985,179</b>	<b>1,043,475</b>	<b>1,045,748</b>

**EXPENDITURES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
095-2212-554.20-00	MOTOR EQUIPMENT	2,265			
<b>*EQUIPMENT MAINTENANCE</b>		<b>2,265</b>			
095-0000-555.01-01	GENERAL LIABILITY INSURANCE	52,773	60,505	41,201	38,441
095-0000-555.01-02	ERRORS AND OMISSIONS	66,835	56,883	46,864	46,067
095-0000-555.01-03	PUBLIC EMPLOYEE DISHONESTY	1,250	3,321	3,077	3,077
095-0000-555.01-04	ANIMAL MORTALITY INSURANCE	1,720	2,580	2,357	2,220
095-0000-555.01-05	LAW ENFORCEMENT LIABILITY	51,564	56,564	46,198	46,290
095-0000-555.03-01	PROPERTY INSURANCE	50,113	140,000	160,770	148,225
095-0000-555.03-02	WINDSTORM DAMAGE INS	384,026	415,000	572,317	533,153
095-0000-555.03-03	AUTOMOBILE INSURANCE	150,305	155,306	141,635	148,275
<b>*MISCELLANEOUS SERVICES</b>		<b>758,586</b>	<b>890,159</b>	<b>1,014,419</b>	<b>965,748</b>
095-1270-556.03-00	CLAIMS	21,725	80,000	80,000	80,000
<b>*CLAIMS</b>		<b>21,725</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
095-1270.565.73-00	SPECIAL EQUIP/IMPROVEMENT	8,719			
095-2212-565.80-00	VEHICLES	22,360		10,000	
<b>*CLAIMS</b>		<b>31,079</b>		<b>10,000</b>	
<b>TOTAL</b>		<b>813,655</b>	<b>970,159</b>	<b>1,104,419</b>	<b>1,045,748</b>



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**COMPONENT UNITS**

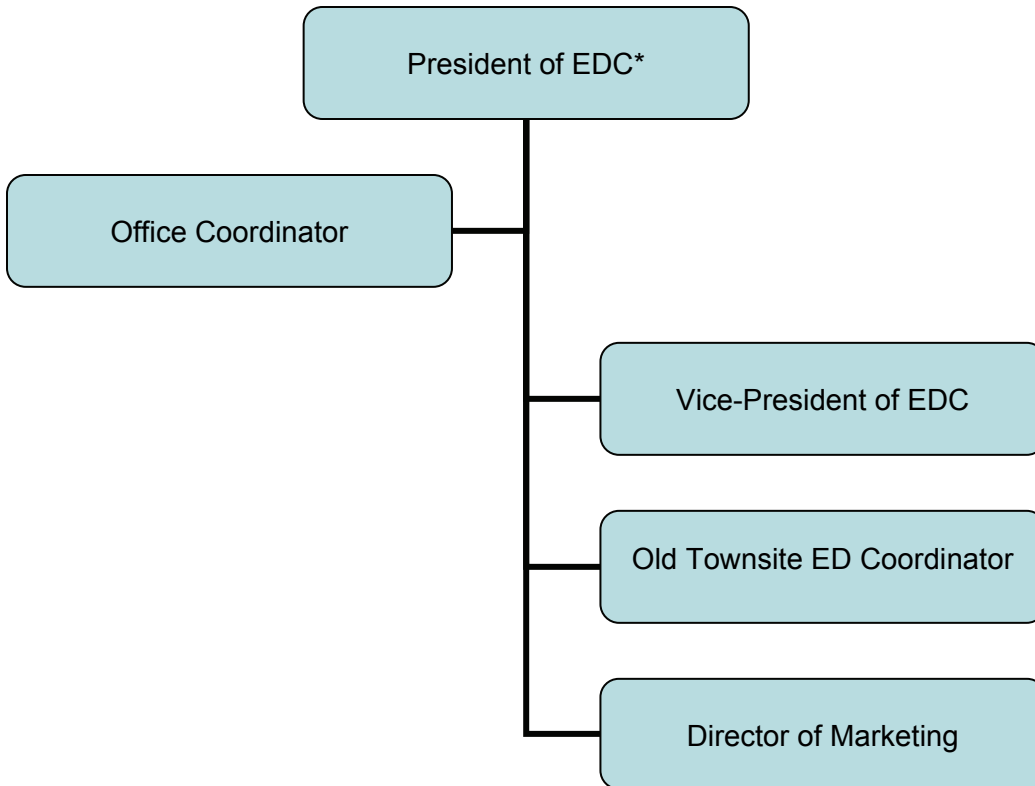
The City of Pearland has three entities that are considered component units of the City. They are the Pearland Economic Development Corporation (P.E.D.C.), Tax Increment Reinvestment Zone #2 (TIRZ), and the Development Authority of Pearland. The P.E.D.C. is the only entity that requires budget approval by the City. Thus, it is the only component unit included in the Citywide summary.

A component unit is defined as a legally separate organization for which elected officials of the primary government (the City) are financially accountable.

# PEARLAND ECONOMIC DEVELOPMENT CORPORATION

## MISSION STATEMENT

The mission of the Pearland Economic Development Corporation is to create a pro-business environment to promote job growth and retention with the support of the community, thereby investing in our infrastructure and overall quality of life for our citizens.



\*Reports to the City Manager and the Pearland Economic Development Board

**PEARLAND ECONOMIC DEVELOPMENT FUND - 15**  
**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE**  
**FY 2012 ADOPTED BUDGET**

**OVERVIEW**

The Pearland Economic Development Corporation (P.E.D.C.) was created in 1995 by the voters under the Texas Development Corporation Act of 1979. The Corporation is financed by additional sales tax of a half-cent. State law allows the City to collect this sales tax to assist in the promotion, enhancement, and development on behalf of the City.

The Board of Directors are appointed by and serve at the discretion of the City Council. City Council approval is required for annual budgets and bonded debt issuance. The role of the Corporation is to provide guidance and funding for the operations of the City's economic development program and provide business incentives to support and promote the growth and diversification of the City's economic base. Various programs run through the Economic Development Department.

	FY 2010 Actual	FY 2011 Amended Budget	FY 2011 Year End Projection	FY 2012 Adopted Budget
<b><u>OPERATING REVENUES</u></b>				
Sales Tax	\$ 6,493,220	\$ 6,549,159	\$ 6,549,159	\$ 6,745,634
Interest Income	16,964	7,774	13,220	24,150
Miscellaneous	248,268	414,000	455,004	424,000
<b>TOTAL</b>	<b>6,758,452</b>	<b>6,970,933</b>	<b>7,017,383</b>	<b>7,193,784</b>
<b><u>OPERATING EXPENDITURES</u></b>				
Operating	1,854,347	1,540,076	1,385,017	1,417,918
Operating Transfers	439,635	161,443	163,898	178,857
Bond Payments	1,570,030	2,060,676	2,061,176	2,040,906
Inventory	65,058	5,000	4,987	5,000
<b>TOTAL</b>	<b>3,929,070</b>	<b>3,767,195</b>	<b>3,615,078</b>	<b>3,642,681</b>
REVENUES OVER/(UNDER) EXPENDITURES	2,829,382	3,203,738	3,402,305	3,551,103
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Transfers In			197,330	
Capital Transfers Out		(728,328)	(18,159)	
Capital	(3,245,575)	(574,302)	(132,435)	(15,000)
Incentives	(1,885,343)	(2,067,417)	(1,155,550)	(3,358,500)
Bond Proceeds	7,685,000			
<b>TOTAL</b>	<b>2,554,082</b>	<b>(3,370,047)</b>	<b>(1,108,814)</b>	<b>(3,373,500)</b>
<b>NET CHANGE IN FUND BALANCE</b>	5,383,464	(166,309)	2,293,491	177,603
<b>FUND BALANCE - BEGINNING</b>	981,604	6,365,067	6,365,067	7,993,304
<b>DEBT SERVICE RESERVES</b>		(665,254)	(665,254)	
<b>FUND BALANCE - ENDING</b>	<b>\$ 6,365,067</b>	<b>\$ 5,533,504</b>	<b>\$ 7,993,304</b>	<b>\$ 8,170,907</b>

Fiscal Year 2010-2011 – Operating Revenues are projected to be \$7,017,383, \$46,450 higher than the amended budget. The increase over the amended budget is mainly due to miscellaneous revenue totaling \$455,004 that includes PEDC's portion for reimbursement of impact fees from WaterLights, and rent payments from Cardiovascular Systems, Inc. (CSI). Sales tax of \$6,549,159 is the same as the amended budget, which was increased by 2.5% from the fiscal year 2009-2010 projections.

Operating Expenditures for fiscal year 2010-2011 are projected to be \$3,615,078, \$152,117 less than the amended budget, mainly due to staff vacancies and lower than budgeted recruitment and retention marketing programs. Other Financing Sources or Uses of (\$1,108,814) is \$2,261,233 less than anticipated. This decrease is due mainly to business incentives lower than anticipated by \$911,867, which is mainly due to contingency funding budgeted for unidentified potential projects that will not be used in fiscal year 2010-2011. Capital transfers are \$710,169 lower than the amended budget mainly due to the delay of the Spectrum Detention Pond, which will not take place in the 2010-2011 fiscal year. The Hooper Road water/sewer project expenditures are under budget due to savings on the project, resulting capital expenditures being \$441,867 lower than the amended budget. In fiscal year 2009-2010, \$665,254 was set aside for debt service reserves associated with the 2010 bond sale for the CSI facility. Available fund balance at 9/30/2011 is \$7,993,304.

Fiscal Year 2011–2012 – Operating Revenues are estimated to be \$7,193,784, of which \$6,745,634, or 93.8%, is from sales tax remittances. Sales tax is estimated to increase by \$196,475, or 3%, from the fiscal year 2010-2011 projection. It increases by 3.9% over the fiscal year 2009-2010 actual. A total of \$414,000 out of \$424,000 budgeted in miscellaneous revenue is anticipated from rent payments from the CSI facility. Interest income is anticipated at \$24,150.

Operating Expenditures totaling \$3,642,681 are \$27,603 or 0.8% greater than the fiscal year 2010-2011 projection. Operating Expenditures include \$2.0 million for bond payments and \$178,857 in transfers, which include operating costs for office space in the University of Houston-Pearland Campus. Lease cost for the office space is also included in the budget. Remaining expenditures cover the rest of staff and economic development, retention and development programs. Operating Revenues over Operating Expenditures is \$3.6 million and is available for capital projects and business incentives.

Other Financing Uses of \$3,373,500 are \$2.26 million greater than the fiscal year 2010-2011 projection and is associated with an increase in industry incentives, which includes \$1.5 million to CSI pursuant to the agreement and \$750,000 in contingency for future projects.

Available fund balance at 9/30/12 is estimated to be \$8,170,907, and revenues exceed expenditures by \$177,603.

**PEARLAND ECONOMIC DEVELOPMENT FUND - 15  
REVENUES  
FY 2012 ADOPTED BUDGET**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
015-0000-350.02-01	Sales Tax	6,493,220	6,549,159	6,549,159	6,745,634
<b>*SALES TAXES</b>		<b>6,493,220</b>	<b>6,549,159</b>	<b>6,549,159</b>	<b>6,745,634</b>
015-0000-356.00-00	Interest	16,902	7,774	13,220	24,150
015-0000-356.06-00	Unrealized Capital Gains	62			
<b>*INTEREST</b>		<b>16,964</b>	<b>7,774</b>	<b>13,220</b>	<b>24,150</b>
015-0000-359.98-00	Interfund Transfers			197,330	
<b>*INTERFUND TRANSFERS</b>				<b>197,330</b>	
015-0000-358-04-00	Building Rent	172,500	414,000	414,000	414,000
015-0000-358.99-00	Miscellaneous	75,768		41,004	10,000
<b>*MISCELLANEOUS</b>		<b>248,268</b>	<b>414,000</b>	<b>455,004</b>	<b>424,000</b>
015-0000-360-01-00	Bond Proceeds	7,685,000			
<b>*OTHER FINANCING SOURCES</b>		<b>7,685,000</b>			
		<b>14,443,452</b>	<b>6,970,933</b>	<b>7,214,713</b>	<b>7,193,784</b>

**PEARLAND ECONOMIC DEVELOPMENT FUND - 15  
EXPENDITURE AND STAFFING SUMMARY BY DEPARTMENT  
FY 2012 ADOPTED BUDGET**

<b>EXPENDITURES BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Salaries & Wages	507,711	493,733	455,249	485,228
Materials & Supplies	6,503	6,000	6,292	7,250
Maintenance, Buildings & Grounds	1,206	800	390	800
Equipment Maintenance	6,561	7,700	5,609	7,600
Services	1,332,366	1,031,843	917,477	917,040
Incentives	1,885,343	2,067,417	1,155,550	3,358,500
Transfers	439,635	889,771	182,057	178,857
Bond Payments	1,570,030	2,060,676	2,061,176	2,040,906
Inventory	65,058	5,000	4,987	5,000
Capital	3,245,575	574,302	132,435	15,000
	<b>9,059,988</b>	<b>7,137,242</b>	<b>4,921,222</b>	<b>7,016,181</b>

<b>STAFFING BY DEPT/DIVISION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
Pearland EDC	5	5	5	5
	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

<b>STAFFING BY CLASSIFICATION</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Amended Budget*</b>	<b>FY 2011 Year End Projection</b>	<b>FY 2012 Adopted Budget</b>
President of EDC			1	1
Vice-President of EDC			1	1
Director of Marketing			1	1
Executive Director of EDC	1	1		
Assistant Director of EDC		1		
Director of Business Development	1			
Business Development/Marketing Manager	1			
Economic Development Specialist		1		
Old Townsite ED Coordinator	1	1	1	1
Office Coordinator	1	1	1	1
	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\*Same as Adopted Budget, unless where noted



## **PEARLAND ECONOMIC DEVELOPMENT CORPORATION**

### **GOALS**

- ◇ Design and execute effective marketing strategies that promote Pearland to ensure its place in the region as a cornerstone of future development.
- ◇ Attract high-wage professional employment opportunities that diversify Pearland's economic base and facilitate the expansion and retention of existing Pearland businesses.
- ◇ Align workforce and educational systems so that training programs match the high-growth industry skill and occupational demands.
- ◇ Invest in transportation and infrastructure projects that result in available shovel-ready sites for new and expanding businesses.
- ◇ Actively pursue redevelopment efforts resulting in continued improvement and investment in Pearland with a special focus on the Old Townsite area. These efforts should improve the appearance and enhance the image of Pearland to its citizens and to individuals outside the area.

### **FISCAL YEAR 2011 ACCOMPLISHMENTS**

- ◇ Successfully worked on 7 projects that created 915 new jobs, retained 10 existing jobs that will result in \$48,212,000 in new capital investment in Pearland. Significant projects included the recruitment of new corporate headquarters for Kelsey-Seybold Clinic and Delta Rigging and Tools, as well as Merit Medical Systems, Inc., new manufacturing and R&D facility.
- ◇ Conducted 130 visits with groups interested in investing in Pearland.
- ◇ Completed successful expansions with Kemlon and Third Coast.
- ◇ Completed a marketing plan that established marketing goals, identified target audiences and foundational marketing and sales elements.
- ◇ Launched a completely new PEDC website with significantly more information on our community, including new images, maps and downloadable information.
- ◇ Completed a Workforce Census and Analysis Plan and distributed to contributing agencies.
- ◇ Made substantial progress, work is nearing completion, on the new Spectrum/Lower Kirby Master Plan that includes a new form-based code, infrastructure plan and fiscal analysis.

### **FISCAL YEAR 2012 OBJECTIVES**

- ◇ Recruit prospective new primary employers and developers to the community.
- ◇ Provide assistance to existing primary employers, including expansion assistance, access to local and state resources, and regulatory compliance.
- ◇ Continue the BizConnect call program on Pearland's primary employers to determine issues, needs and new employment opportunities.
- ◇ Provide assistance to developers looking to make investments in our community.
- ◇ Continue to implement the strategies and tactics from our marketing plan that focuses on marketing to Pearland's targeted industries.
- ◇ Complete and begin implementing the recommendations in the new Spectrum Master Plan. Ensure that the regulatory framework and infrastructure plans support the long-term vision of a mixed-use employment center.
- ◇ Continue to carry out the recommendations of the "Pearland Workforce Transformation Strategy."
- ◇ Maintain working task list from the 2006 Old Townsite Redevelopment Plan and coordinate with City of Pearland and outside agencies to complete the tasks.

**PEARLAND ECONOMIC DEVELOPMENT CORPORATION**

**PERFORMANCE MEASURES**

		<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Target</b>
Number of announced projects*					
	Attraction	N/A	N/A	5	5
	Retention	N/A	N/A	2	2
Number of new projects					
	Attraction	N/A	N/A	35	30
	Retention	N/A	N/A	9	5
	Developers	N/A	N/A	15	7
New Projects by Industry:					
	Life Science	N/A	N/A	10	5
	Business/Professional Services	N/A	N/A	8	5
	Energy	N/A	N/A	0	2
	Manufacturing/Warehouse	N/A	N/A	29	25
	Developments	N/A	N/A	12	5
	Other	N/A	N/A	3	0
Number of Visits					
	Attraction/Developments	N/A	N/A	75	75
	Retention	N/A	N/A	55	55
	Total number of visits	35	73	130	130
Number of incentives approved*		10	8	N/A	N/A
	Attraction and Retention	10	5	N/A	N/A
	Old Town Site	0	3	N/A	N/A

\*Includes grants awarded for relocations/expansions; excludes City infrastructure projects. Beginning in FY 2011, the number of incentives approved are reported as number of announced projects.

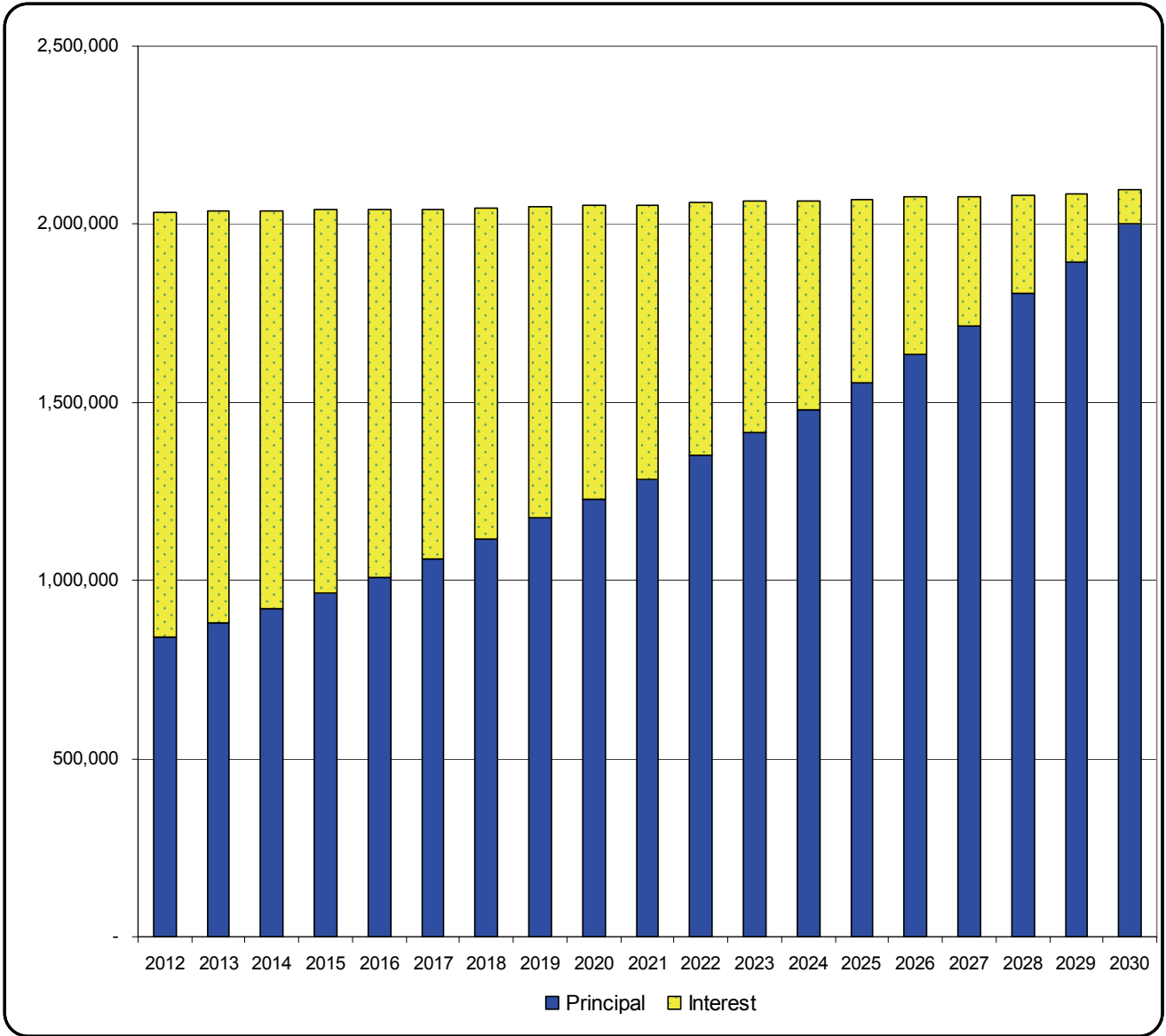
**PEARLAND ECONOMIC DEVELOPMENT CORPORATION  
DEBT TO MATURITY**

<b>Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2011-2012	840,000	1,193,497	2,033,497
2012-2013	880,000	1,157,316	2,037,316
2013-2014	920,000	1,117,214	2,037,214
2014-2015	965,000	1,075,290	2,040,290
2015-2016	1,010,000	1,031,244	2,041,244
2016-2017	1,060,000	982,127	2,042,127
2017-2018	1,115,000	930,609	2,045,609
2018-2019	1,175,000	876,055	2,051,055
2019-2020	1,230,000	824,116	2,054,116
2020-2021	1,285,000	769,356	2,054,356
2021-2022	1,350,000	711,516	2,061,516
2022-2023	1,415,000	649,066	2,064,066
2023-2024	1,480,000	583,400	2,063,400
2024-2025	1,555,000	514,167	2,069,167
2025-2026	1,635,000	441,036	2,076,036
2026-2027	1,715,000	364,087	2,079,087
2027-2028	1,805,000	277,582	2,082,582
2028-2029	1,895,000	189,679	2,084,679
2029-2030	2,000,000	97,402	2,097,402
<b>TOTAL</b>	<b>25,330,000</b>	<b>13,784,759</b>	<b>39,114,759</b>

<b>Series</b>	<b>Principal Amount Outstanding</b>
Series 2005	8,375,000
Series 2006	9,485,000
Series 2010*	7,470,000
<b>TOTAL</b>	<b>25,330,000</b>

\*Variable Interest Rate  
Interest rate is reset every 6 months.

**PEARLAND ECONOMIC DEVELOPMENT CORPORATION  
DEBT TO MATURITY**



**PEARLAND DEVELOPMENT CORPORATION DEBT  
FY 2012 ADOPTED BUDGET**

<b>DUE DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT ISSUED</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>PAYMENT TOTAL</b>	<b>AMOUNT OUTSTANDING 9/30/2012</b>
3/1/2012	SERIES 2005	11,005,000		177,544	177,544	7,965,000
9/1/2012			410,000	177,544	587,544	
	<b>Fiscal Year Total</b>		<b>410,000</b>	<b>355,088</b>	<b>765,088</b>	<b>7,965,000</b>
3/1/2012	SERIES 2006	10,235,000		227,084	227,084	9,285,000
9/1/2012			200,000	227,084	427,084	
	<b>Fiscal Year Total</b>		<b>200,000</b>	<b>454,169</b>	<b>654,169</b>	<b>9,285,000</b>
3/1/2012	SERIES 2010	7,685,000		192,120	192,120	7,240,000
9/1/2012			230,000	192,120	422,120	
			<b>230,000</b>	<b>389,150</b>	<b>614,240</b>	<b>7,240,000</b>
<b>TOTAL</b>			<b>840,000</b>	<b>1,193,497</b>	<b>2,033,497</b>	<b>24,490,000</b>

**PEARLAND DEVELOPMENT CORPORATION DEBT  
FY 2012 ADOPTED BUDGET**

Description	Rate	Date Issued Maturity	Amount Issued	Amount Outstanding		Annual Requirements	
				As of 9/30/11			
<b>New Money</b>	3.5%, 4%, 5%, 4.1%, ,	2005	11,005,000	8,375,000	3/1/2012	177,544	Interest
<b>Bond Series</b>	4.125%, 4.2%, 4.25%	2026			9/1/2012	177,544	Interest
<b>2005</b>					9/1/2012	410,000	Principal
<b>New Money</b>	5%, 4.5%, 4.25%, 4.375%,	2007	10,235,000	9,485,000	3/1/2012	227,084	Interest
<b>Bond Series</b>	4.5%, 4.75%	2030			9/1/2012	227,084	Interest
<b>2006</b>					9/1/2012	200,000	Principal
<b>New Money</b>	5.144%	2010	7,685,000	7,470,000	3/1/2012	192,120	Interest
<b>Bond Series</b>		2030			9/1/2012	192,120	Interest
<b>2010*</b>					9/1/2012	230,000	Principal
<b>TOTAL</b>			<b>28,925,000</b>	<b>25,330,000</b>		<b>2,033,497</b>	

\*Variable Interest Rate  
Interest rate is reset every 6 months.

## **CITY OF PEARLAND FIVE-YEAR FORECAST FISCAL YEARS 2012 - 2016**

### **EXECUTIVE SUMMARY**

The Financial Forecast for the City of Pearland over a five-year timeframe includes the City's Debt Service (DS) Fund, General (GF) Fund, Water and Sewer (W&S) Fund and Pearland Economic Development Corporation (PEDC). This is an update to the City's annual comprehensive and integrated forecast of these funds based on a set of assumptions and is intended to:

- Provide insight into the long-term financial implications of current policies, programs, and priorities;
- Provide an understanding of available funding, financial risk, assess the likelihood that services can be sustained, assess the level at which capital investment can be made, identify future commitments and resource demands, and identify variables that may cause changes in the level of revenues;
- Provide an early warning system for potential problem areas to watch where alternative strategies may need to be developed or where issues can be proactively addressed and planned for;
- Assist in strategic decision-making and long-range planning efforts by allowing City Council, management, and departments to see how programs fit within the overall context of City finances; and
- Provide City Council and City management a meaningful tool in establishing priorities, allocating resources, and providing direction and strategies in the administration of City government.

The forecast does this by building upon the adopted 2011-2012 budget and projects future resources and expenditures based upon known reasonable trends, and continuing the City's current services and service levels. The forecast for each fund also incorporates the debt and operating costs associated with capital improvement projects in the City's Five-Year Capital Improvement Program (CIP), as well as funding for a full year of Traffic Signal Maintenance and Operations. Thus, these forecasts provide City Council and management the opportunity to "gaze" into the future based on today's and past decisions, and apply strategies and sound fiscal management to maintain the strong financial health of the City.

This forecast is not intended as a budget. Rather, it is a prediction, based on a set of well-reasoned assumptions, upon which policy and strategy may be formulated. The forecast is a vital component of the City's financial management strategy.

### **OVERVIEW**

The Debt Service, General Fund, Water & Sewer Fund and PEDC forecasts form the "core" of this document.

The DS Fund accounts for the issuance of debt and provides for the payment of debt principal, interest and tax rebates to in-city municipal utility districts. In this fund an ad valorem (property) tax rate and tax levy are required to be computed and levied, which will be sufficient to produce the money to satisfy annual debt service requirements.

The GF is the general operating fund of the City and is used to account for all financial activity not reflected in other funds. The fund consists of the following major departments: Police, Fire, EMS, Public Works, Parks & Recreation, Community Services, Project Management and Administrative Services.

The W&S Fund includes water and sewer system operations and is operated in a manner similar to private business enterprises, where services to the public are financed primarily through user charges. This fund consists of the following major functions: Wastewater Treatment, Water Production, Water Distribution and Collection, Water & Sewer Construction and Billing and Collections.

The PEDC, established in 1995 by the voters under the Texas Development Corporation Act of 1979, provides guidance and funding for the operations of the City's economic development program, and provides business incentives to support and promote the growth and diversification of the City's economic base.

It is important to note that the numbers in these five-year forecasts are estimates based on various assumptions and are not representation of fact. The picture reflected in this forecast portrays a scenario if all assumptions hold true. Therefore, the importance of the forecasts lies not in the numbers, but in the discussion it encourages on the policy issues and strategies that can be implemented in the event these scenarios become reality.

Based upon these assumptions, the forecast shows that the City will be able to accomplish the following:

- Fund existing services at current service levels
- Meet current and future anticipated debt service obligations
- Fund a Five-Year Capital Improvement Program and associated operating expenditures
- Provide funding for surface water
- Meet cash reserve and bond coverage requirements
- Meet a 10% reserve policy in the DS Fund
- Operate and maintain new, and existing, City facilities, including Hillhouse Road service facility
- Maintain business incentives to attract capital investments to the City

However, in order to do so,

- The total tax rate would need to increase from the current rate of \$0.6851 to \$0.7600 per \$100 valuation, a \$0.0749 tax rate increase versus the tax impact analysis done for the bond referendum which showed an impact of \$0.1300.
- Revenue increases are not needed in fiscal year 2012 in the water/sewer fund. However, in fiscal year 2015 a 5% increase may be needed in order to meet cash reserve and bond coverage requirements. A second revenue increase of 7% is projected for fiscal year 2016. City Council may choose to enact smaller rate increases sooner vs. big rate increases in specific years.

The forecast does not assume State legislative changes to Property Taxes or Appraisals, nor assumes any future Federal or State mandates. If these were to occur during the Five-Year period, there could be an adverse impact.

#### **FORECAST METHODOLOGY**

As part of the formulation of these forecasts, the forecast methodology includes estimating the future values of revenues and expenditures. The forecast provides an estimate of how much revenue will be needed/required in order to meet expenditures and reserve and bond coverage requirements over the forecast period. The value of forecasts is in estimating whether, given assumptions about financial policies and economic trends, the City will have sufficient resources to meet the resource requirements of ongoing, planned or mandated programs.

In the City's forecasts, there are a mixture of methodologies, including historical and factual information, knowledge of anticipated events, and judgment. The methodologies incorporate information gathered on anticipated population growth and building permits. Anticipated sales tax from retail sales, anticipated valuations, and other variables were identified to try to minimize the risk of overstating or understating revenue. The forecast includes the impact of the annexation of MUD 4 in December 2012 in the Water/ Sewer fund and Debt Service fund only.

Much like revenue, the expenditure projections for the GF and W&S Fund are based on historical trends, anticipated events, assumptions about the future, and other judgments staff deemed appropriate. Salary projections are based on anticipated merit and salary adjustments, and benefits were broken out separately to account for the aberrant behavior of certain benefits, such as TMRS and health care benefits. The City may attempt to enact some controls to prevent the anticipated growth of operating expenses, but such controls are assumed in the plan. The DS Fund expenditure forecast is based upon current principal and interest debt service payments, future debt issuance, MUD rebates and assumed debt from the annexation of MUD 4 in December 2012.

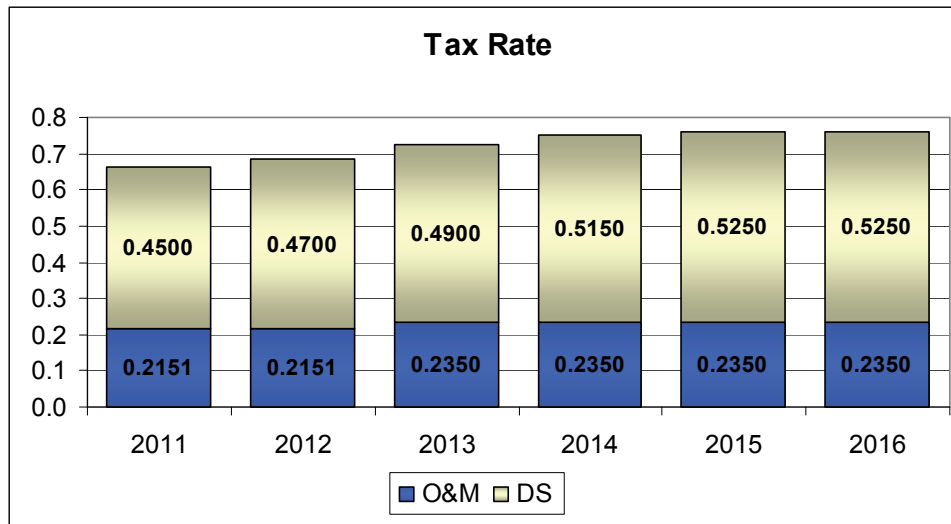


## INDIVIDUAL FUND OVERVIEWS

### Tax Rate

In fiscal year 2012 the adopted tax rate of \$0.6851 allocates \$.2151 or 31% to the General Fund and \$.4700 or 69% to the Debt Service Fund. The chart below presents the total tax rate required to meet all obligations and the allocation between Debt Service and O&M.

By 2016 the total tax rate is \$0.7600, 31% to the General Fund and 69% to the Debt Service Fund, an increase of 9% to the General Fund and a 12% increase to the Debt Service Fund. The Debt Service Fund tax rate increase from fiscal year 2012 is \$0.0055, and the General Fund tax rate increase is \$0.0199.



### Debt Service Fund

The Debt Service Fund can meet all current and future obligations based on the City's 2012-2016 Five-Year CIP. The issuance of debt is factored in based on the Five-Year CIP and pending GO and CO issuance. The outcome of any major projects to be bid at a later date, and which may not be incorporated into this forecast, will be incorporated into a future forecast.

In order to fund these obligations, the Debt Service tax rate will need to increase from the fiscal year 2012 tax rate of \$0.4700 to \$0.5250, which approximates the tax analysis prepared during the bond package discussions. Also shown in revenues are the lease payments from UofH and PEDC associated with debt payments on the facility. From fiscal year 2012 to fiscal year 2016, total revenues are anticipated to increase on average 26% per year.

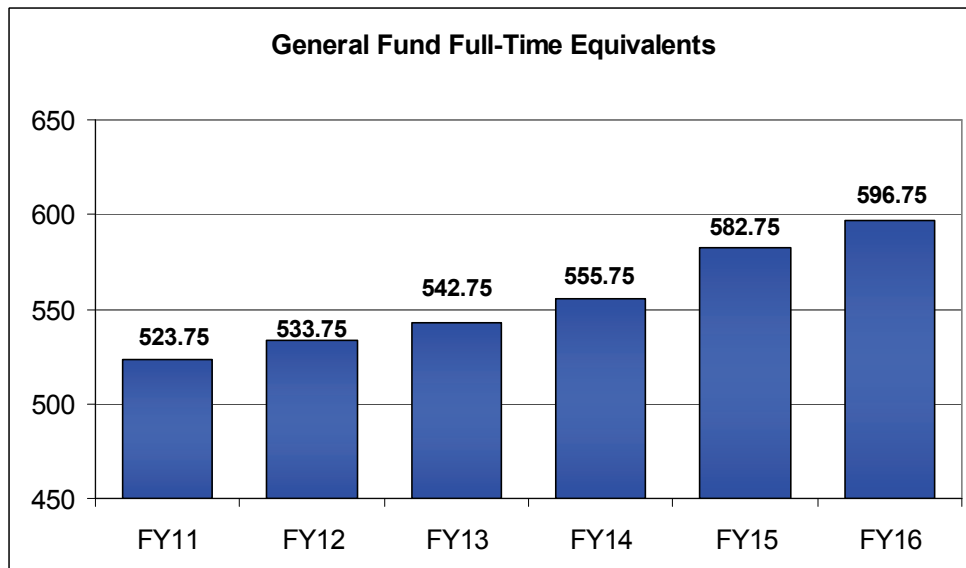
The 2012 ending fund balance is projected to be \$4.1 million, \$1.4 million over a 10% reserve. As such, the City will be drawing down fund balance in 2012 and 2013 to use reserves on hand in order to minimize the impact to the taxpayer. Fiscal year 2012, the City is above the 10% reserve policy. For fiscal years 2013 and 2014, the fund balance is below the reserve policy, but by 2015 the DS Fund balance returns above the reserve policy by \$327 thousand and by \$1.2 million in 2016. Possible uses of these funds could be to lower the tax rate, or absorb new debt from a new voted bond referendum.

Key assumptions are included behind the Revenue and Expenditure Schedules.

## General Fund

The General Fund can fund current services and anticipated operating expenditures from completed CIP projects. The General Fund meets reserve requirements. The fund is structurally balanced, whereby recurring revenues are funding recurring expenditures. The policy reserve requirement of 2 months recurring operating expenditures grows from \$8.3 million in 2012 to \$9.9 million by 2016, an increase of \$1.6 million. In order to fund these services and meet policy requirements, the O&M tax rate will need to increase from \$0.2151 in 2012 to \$0.2350 by 2016, a \$0.0199 increase. A portion of the tax rate increase required in the General Fund is just to maintain reserve requirements.

Full-time equivalents will increase from 533.75 in fiscal year 2012 to 596.75 by fiscal year 2016, an increase of 63 positions or 12% over the five-year period or 3% annually. Population is expected to increase 3.3% annually, not including the day-time or weekend populations from continued retail development.



Increase in the number of positions by 2016 includes 23 positions associated with completed CIP and 9 to 11 positions a year for base services and growth. Some of the CIP staff additions include 2 associated with the Trails Connectivity Project in 2014 and 2015, 4 for Shadow Creek Ranch Park in 2015, 3 in 2016 for Traffic Operations and Management Improvements, and 12 for Fire Station #3 Reconstruction in 2015.

Operating expenditures from completed CIP total \$429 thousand in 2013, increasing to \$2.1 million in 2016. Fiscal year 2013 includes Max Road Sports Complex Phase I, Old Police Department Renovations, and West Side Library Store Front.

Property and Sales Tax are a major revenue component funding these expenditures. Revenues from property tax, as a percent to total revenues, are 21% in fiscal year 2012. It increases to 26% in fiscal year 2016 due to an increase in the O & M tax rate, offset by an increase in revenue from the TIRZ, going from \$5.9 million in 2012 to \$9.7 in 2016. This revenue is needed to fund increasing cost of services.

Sales tax receipts, as a percent to total revenues, on average decreases from 27% in 2012 to 25% in 2016. The City is projected to experience a modest 3% increase in sales tax in fiscal year 2012, 4.5% for fiscal year 2013, and for 2014 through 2016 a 5% increase is projected each year, mainly due to an anticipated conservative increase in consumer spending and the opening of smaller establishments.

Key assumptions are included behind the Revenue and Expenditure Schedules.

## **Water & Sewer Fund**

The Water & Sewer Fund can meet all of its operating expenses, annual debt service, and bond coverage requirements of 1.4 times net operating revenues. Cash reserve requirement of 25% is met in all years of the forecast. Strategies used in the generation of the forecast are aimed to ensure that the fund is self-supporting.

No water and sewer rate increase is needed in 2012 due to using cash on hand to fund capital improvement projects and to buy down debt. In 2015 a 5% revenue increase is needed, as well as an 7% increase in 2016. The increase in 2015 is based on major capital improvements for surface water and wastewater treatment. Council may choose to implement smaller rate increases sooner.

The utility system users generate the revenues that support the system. Annual revenues by 2016 total \$37.9 million, an increase of \$8.8 million from fiscal year 2012, and include growth in the number of connections as well as two revenue increases needed. The growth in the number of connections average 4% over the five-year forecast, and includes the annexation of approximately 1,400 connections in 2013.

Operating expenditures increase to \$35.4 million, up \$3.5 million from \$31.9 in fiscal year 2012. Debt service increases by 43% over the forecast period, from \$9.7 million in fiscal year 2012 to \$139 million in fiscal year 2016. Operating expenses increase by \$2.9 million over the forecast period, which equates to 2.2% annually. Purchase of surface water increases by \$1.4 million, personnel costs by \$823 thousand, utilities by \$288 thousand, chemicals by \$61 thousand, and water meters by \$63 thousand .

With the implementation of the rate increases included in the forecast, the system can continue to be self-supporting and financially sound.

## **Pearland Economic Development Corporation (PEDC)**

The PEDC can fund its current operations, as well as provide incentives to attract capital investment to add to Pearland's tax base and to bring new jobs to the City. Through the forecast period, the ending fund balance increases by \$5.9 million, or 72%, from \$8.2 million in fiscal year 2012 to \$14.1 million in fiscal year 2016.

Sales tax revenue is a major component of funding for the Corporation. Revenues from sales taxes increase by 19% through the forecast period, from \$6.7 million in fiscal year 2012 to \$8 million in fiscal year 2016. For each year of the forecast, sales tax revenues are 94% of the total revenue each year.

The available balance can be used to fund infrastructure projects. Throughout the forecast, no projects were identified and none are included.

## **RECOMMENDATIONS**

Maintain recommended fund balance and cash reserve requirements.

Be selective about future service additions.

Continue emphasis on efficient use of existing resources.

Continue emphasis on cost containment measures.

Continue marketing efforts in order to expand the tax base – property and sales tax.

Continue to review capital projects timing in order to build when needed and not before.

Continue to look at other funding sources for capital improvements to leverage City dollars such as grants, developer agreements, inter-local agreements, etc.

## **CONCLUSION**

The proposed forecast is conservative and only includes developments that are anticipated based on current knowledge. If certain economic development projects are successful and come to fruition, or if new developments not currently known take place, then this forecast will substantially change. This forecast will be updated regularly as any new developments that will impact revenue or expenditures are identified as "concrete," or likely to happen.

There are external factors outside of the City, such as the legislature, anticipated TxDOT funding of capital projects, weather, that could impact the forecast and significantly affect the City's ability, despite a prudent financial plan in place, to continue to provide the highest quality service and provide for those capital projects which provide a high quality of life. Our objective was to provide City Council and management a prudent financial plan in order to make decisions to benefit our current and future residents.

**City of Pearland  
Debt Service Fund  
Five-Year Forecast**

	<b>PROJECTION FY2011</b>	<b>ADOPTED FY2012</b>	<b>ESTIMATE FY2013</b>	<b>ESTIMATE FY2014</b>	<b>ESTIMATE FY2015</b>	<b>ESTIMATE FY2016</b>
<b>Revenues</b>						
Property Taxes	22,041,513	22,900,933	24,294,129	27,886,331	29,973,872	31,828,327
Property Taxes MUD 4	4,040	1,547,442		1,847,513		
Delinquent Taxes	190,000	197,790	205,502	218,003	250,238	268,971
Penalty & Interest	220,000	228,218	237,117	251,542	288,736	310,350
Lease Income/Capitalized Int	806,472	796,087	786,080	775,394	763,472	750,036
Interest Income	31,600	30,104	75,431	163,470	273,635	397,029
Annexation Proceeds	1,685,521					
Transfers from Fund 30	277,127	277,127	277,127	277,127	277,127	277,127
Transfers from Fund 50	170,537	163,490	161,445	159,272	156,844	154,160
<b>Total Revenues</b>	<b>25,426,810</b>	<b>26,141,191</b>	<b>26,036,831</b>	<b>31,578,653</b>	<b>31,983,924</b>	<b>33,985,999</b>
<b>Expenditures</b>						
Current Debt Service (P&I)	20,944,028	21,389,587	21,570,587	21,767,993	21,761,241	21,749,617
Future Debt Issuances						
General Obligation 2011 - 25		363,978	365,955	365,161	364,110	362,801
General Obligation 2012 - 30						
General Obligation 2013 - 30				524,160	524,160	524,160
General Obligation 2014 - 30					727,920	727,920
General Obligation 2015 - 30						1,162,440
CO's Series 2011 - non		269,079	253,606	247,969	247,623	241,488
CO's Series 2011 - 30						
CO's Series 2013 -30				305,280	305,280	305,280
CO's Series 2014 - 30					785,160	785,160
CO's Series 2015 - 30						113,070
MUD 4 Annexation of Debt				1,847,513	208,175	202,400
Current Lease/Purchase (P&I)	503,023	503,023	503,023	503,023	503,023	398,144
Future Lease/Purchase		123,200	361,200	494,060	494,060	494,060
Escrow Agent/Issuance	1,680,306					
MUD Rebates	3,954,049	4,370,384	4,656,293	4,987,083	5,315,429	5,421,783
Arbitrage Services	28,725	25,438	28,000	40,000	40,000	40,000
Fiscal Fees	11,000	11,000	13,000	15,000	17,000	19,000
<b>Total Expenditures</b>	<b>27,121,131</b>	<b>27,055,689</b>	<b>27,751,664</b>	<b>31,097,242</b>	<b>31,293,181</b>	<b>32,547,323</b>
<b>Revenues Over(Under) Expenditures</b>	<b>-1,694,321</b>	<b>-914,498</b>	<b>-1,714,833</b>	<b>481,411</b>	<b>690,743</b>	<b>1,438,676</b>
Beginning Fund Balance	6,705,688	5,011,367	4,096,869	2,382,036	2,863,447	3,554,190
Ending Fund Balance	5,011,367	4,096,869	2,382,036	2,863,447	3,554,190	4,992,867
10% Reserve Requirement	2,712,113	2,705,569	2,775,166	3,109,724	3,129,318	3,254,732
Amount over 10% Reserve	2,299,254	1,391,301	-393,130	-246,277	424,872	1,738,134
DS Tax Rate	0.4500	0.4700	0.4900	0.5150	0.5250	0.5250
DS Tax Rate Change	0.0175	0.0200	0.0200	0.0250	0.0100	0.0000
General Obligation	5,485,000		7,280,000	10,110,000	16,145,000	31,345,000
Certificates of Obligation	2,080,000		4,240,000	10,905,000	1,560,000	5,865,000

**City of Pearland  
General Fund  
Five-Year Forecast Summary**

	FY 2010-2011 Y/E PROJECTED	FY 2011-2012 ADOPTED	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2015-2016 PROJECTED
<b>REVENUE</b>						
Property Taxes	10,793,354	10,840,389	12,111,000	13,225,000	15,524,000	16,704,000
Sales Taxes	13,237,205	13,631,831	14,241,000	14,953,000	15,700,000	16,485,000
Franchise Fees	5,316,353	5,361,910	5,523,000	5,818,000	6,229,000	6,540,000
Licenses & Permits	1,758,736	1,741,529	1,875,000	2,042,000	2,241,000	2,445,000
Fines & Forfeitures	2,689,500	2,851,290	2,962,000	3,108,000	3,262,000	3,423,000
Charges for Service	10,633,809	11,292,491	12,127,000	13,158,000	14,329,000	15,390,000
Miscellaneous	736,145	342,904	383,000	453,000	530,000	586,000
Transfers in	3,057,499	3,786,100	2,560,000	2,558,000	2,609,000	2,620,000
Other Financing Sources	1,288,891	1,222,785	1,557,000	730,000	1,593,000	825,000
<b>TOTAL REVENUES</b>	<b>49,511,492</b>	<b>51,071,229</b>	<b>53,337,000</b>	<b>56,045,000</b>	<b>62,016,000</b>	<b>65,019,000</b>
<b>EXPENDITURE</b>						
General Government	7,870,798	7,203,370	7,511,000	7,523,000	7,695,000	7,877,000
Public Safety	24,457,029	25,968,194	27,480,000	27,506,000	29,415,000	29,594,000
Community Services	4,225,377	3,982,113	4,242,000	4,315,000	4,500,000	4,712,000
Public Works	5,809,093	5,773,975	6,066,000	6,242,000	6,363,000	6,615,000
Parks & Recreation	7,470,711	7,540,139	7,918,000	8,101,000	8,374,000	8,654,000
Expense for MUD 4				631,000	694,000	763,000
O&M for CIP			429,000	846,000	1,761,000	2,087,000
Total Operating Expenditures	49,833,008	50,467,791	53,646,000	55,164,000	58,802,000	60,302,000
Transfers Out	845,906	1,058,162	922,000	1,159,000	1,742,000	1,037,000
<b>TOTAL EXPENDITURES</b>	<b>50,678,914</b>	<b>51,525,953</b>	<b>54,567,000</b>	<b>56,322,000</b>	<b>60,545,000</b>	<b>61,340,000</b>
Revenues Over/(Under) Expenses	(1,167,422)	(454,724)	(1,230,000)	(277,000)	1,471,000	3,680,000
<b>Beginning Fund Balance</b>	<b>12,861,793</b>	<b>11,694,371</b>	<b>11,240,000</b>	<b>10,010,000</b>	<b>9,733,000</b>	<b>11,204,000</b>
<b>Ending Fund Balance</b>	<b>11,694,371</b>	<b>11,239,647</b>	<b>10,010,000</b>	<b>9,733,000</b>	<b>11,204,000</b>	<b>14,883,000</b>
<b>Calculation of Fund Balance Policy:</b>						
Ending Fund Balance	11,694,371	11,239,647	10,010,000	9,733,000	11,204,000	14,883,000
Less Policy Requirement	7,838,450	8,303,490	8,627,000	9,030,000	9,472,000	9,858,000
Excess funds available over policy	3,855,921	2,936,157	1,383,000	702,000	1,731,000	5,025,000
<b>Tax Rate Variable:</b>						
General Fund	0.2151	0.2151	0.2350	0.2350	0.2350	0.2350
Debt Service Fund	0.4500	0.4700	0.4900	0.5150	0.5250	0.5250
Total Tax Rate	0.6651	0.6851	0.7250	0.7500	0.7600	0.7600
<b>Staffing Variable:</b>						
Full-Time Equivalent Positions	523.75	533.75	542.75	552.75	565.75	593.75
FTE's with CIP	523.75	533.75	542.75	555.75	582.75	596.75
Employees Per 1,000 Population	5.57	5.50	5.52	5.48	5.75	5.89

**City of Pearland**  
**Five-Year Forecast**  
**General Fund - Schedule of Revenues and Other Sources**

	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016
	Y/E PROJECTED	ADOPTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
<b>Property Taxes</b>						
Current Taxes	10,535,360	10,480,519	11,651,266	12,724,831	14,986,401	16,091,958
Delinquent Taxes	103,901	104,000	146,727	163,118	178,148	209,810
Penalty & Interest	128,223	125,000	178,169	198,072	216,322	254,769
In Lieu of Property Taxes	25,870	130,870	134,796	138,840	143,005	147,295
MUD 5						
*Total Property Taxes	\$ 10,793,354	\$ 10,840,389	\$ 12,110,958	\$ 13,224,860	\$ 15,523,876	\$ 16,703,832
<b>Sales Taxes</b>						
Sales Taxes	13,098,866	13,491,831	14,096,586	14,801,415	15,541,486	16,318,560
Mix Drink Taxes	138,339	140,000	144,200	151,410	158,981	166,930
*Total Sales Taxes	\$ 13,237,205	\$ 13,631,831	\$ 14,240,786	\$ 14,952,825	\$ 15,700,466	\$ 16,485,490
<b>Franchise Fees</b>						
Gas	371,243	341,243	351,480	369,054	398,579	418,508
Electric	2,756,000	2,780,000	2,863,400	3,006,570	3,247,096	3,409,450
Telephone	302,000	310,885	320,212	336,222	353,033	370,685
Cable	773,856	793,800	817,614	842,142	884,250	928,462
Sanitation	1,113,254	1,135,982	1,170,061	1,263,666	1,345,805	1,413,095
*Total Franchise Fees	\$ 5,316,353	\$ 5,361,910	\$ 5,522,767	\$ 5,817,655	\$ 6,228,762	\$ 6,540,200
<b>License &amp; Permits</b>						
Building Permit	712,736	726,924	785,078	863,586	949,944	1,044,939
Platting Fees	40,000	45,000	60,451	66,496	73,146	80,460
Beer Permits	13,020	14,280	13,411	6,906	14,081	7,393
Moving Permits	5,100	5,100	5,253	5,411	5,573	5,740
Peddlers & Solicitors	1,315	1,485	1,559	1,637	1,719	1,805
Health Certificate Fees	38,000	40,000	41,200	42,436	44,558	46,786
Wrecker Permits	3,200	3,500	3,570	3,677	3,787	3,901
Building Plan Check Fee	384,752	392,540	439,644	483,608	531,969	585,166
Occupancy Permits	8,000	8,500	9,421	10,363	11,399	12,539
Demolition Permits	1,200	1,500	1,620	1,750	1,890	2,041
Bldg. Site Work Permit	18,512	21,500	21,982	24,180	26,598	29,258
Alarm Permits	95,680	20,000	5,000	5,000	5,000	5,000
Health-Registration 1 Yr.	4,500	5,000	5,100	5,202	5,306	5,412
Health-Registration 2 Yr.	7,500	8,000	8,160	8,323	8,490	8,659
Sign Permits	6,000	9,000	9,900	11,385	13,093	15,057
Ambulance Permit	6,550	6,750	7,088	7,442	7,814	8,205
Taxi Cab Permit	3,796	4,000	4,120	4,244	4,371	4,502
Temporary Structures	350	600	618	637	656	675
Recordation & Courier Fee	5,000	5,250	5,355	5,462	5,571	5,683
BP Plan & Zone Adjustment	12,000	13,500	14,850	16,335	17,969	19,765
Garage Sale Permits	38,000	39,500	41,475	43,549	45,726	48,012
Culvert Permits	700	800	800	800	800	800
Animal Licenses	27,000	30,000	30,900	31,827	32,782	33,765
Foster Home Inspection	1,800	1,800	1,818	1,836	1,855	1,873
Electrical Permits	83,305	85,050	78,508	86,359	94,994	104,494
Plumbing & Gas Permits	93,984	95,955	102,060	112,266	123,493	135,842
Mechanical Permits	99,000	101,045	117,762	129,538	142,492	156,741
Reinspec. Fee/Inspection	5,500	6,200	6,281	6,909	7,600	8,360
Fire Alarm	1,736	2,000	2,200	2,420	2,662	2,928
Fire Protection	1,000	1,100	1,155	1,213	1,273	1,337
Fire Sprinkler	6,500	9,000	11,776	12,954	14,249	15,674
Fire Sprinkler-Alteration	450	500	550	605	666	732
Fireworks	150	150	150	150	150	150
Irrigation	10,000	11,000	11,110	11,666	12,249	12,861
Swimming Pool	20,000	22,000	22,000	22,660	23,793	24,983
Dirt Grading Permit	2,400	3,000	3,030	3,060	3,091	3,122
*Total License & Permits	\$ 1,758,736	\$ 1,741,529	\$ 1,874,953	\$ 2,041,890	\$ 2,240,807	\$ 2,444,660



**City of Pearland**  
**Five-Year Forecast**  
**General Fund - Schedule of Revenues and Other Sources**

	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016
	Y/E PROJECTED	ADOPTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
<b>Fines &amp; Forfeiture</b>						
Fines & Forfeitures	2,475,000	2,625,000	2,730,000	2,866,500	3,009,825	3,160,316
Child Safety	22,700	23,835	25,027	26,278	27,592	28,972
Child Safety-Harris Co.	2,500	2,500	2,525	2,550	2,576	2,602
Commercial Carrier Fines	80,000	83,000	85,490	88,055	90,696	93,417
Time Efficiency	(5,700)	(6,045)	(6,408)	(6,792)	(7,200)	(7,632)
Omnibase	16,000	18,000	16,380	17,199	18,059	18,962
Service Fee Recoup	99,000	105,000	109,200	114,660	120,393	126,413
*Total Fines & Forefitures	\$ 2,689,500	\$ 2,851,290	\$ 2,962,214	\$ 3,108,450	\$ 3,261,941	\$ 3,423,049
<b>Service Charges</b>						
Ambulance Service Fee	2,370,000	2,400,000	2,448,000	2,496,960	2,546,899	2,597,837
Mud/Ems/Fire Collections	57,908	58,000	58,000	58,000	58,000	58,000
Strat Ptr Agrmt/Fire,Ems	278,004	326,564	231,627	203,212	217,340	232,034
False Alarm Fee	68,365	68,000	70,040	72,141	79,355	87,291
Arrest Fees	3,500	3,500	3,745	4,007	4,288	4,588
Clear. Letter Fee	550	550	550	550	550	550
Subpoena	50	60	60	60	60	60
Offense Report Copies	400	500	525	551	579	608
Accident Report Copies	7,300	7,500	7,875	8,269	8,682	9,116
Sro Equipment	69,542	69,542	71,628	73,777	75,990	78,270
Sro Personnel	572,345	639,496	652,286	665,332	685,292	705,850
Non Emerg Ambulance Transp	1,034					
Non Emerg Ems Service	7,500	7,500	8,250	9,075	9,983	10,981
Tcleose Funds	10,650					
Miscellaneous	899					
Animal Shelter Fees	47,000	47,000	48,410	49,862	51,358	52,899
Events & Programs	540,000	608,000	620,160	632,563	664,191	697,401
Facility Rentals	75,000	80,000	83,200	86,528	89,989	93,589
Swimming Pool Fees	24,200					
Natatorium	101,000	110,000	113,300	116,699	120,200	123,806
Rec. Center	36,000	45,000	46,350	47,741	49,173	50,648
Rec. Center Memberships	846,046	855,000	829,350	804,470	788,380	772,613
Facility Rental - U of H	580	580	597	615	634	653
Special Event Permit Fee	350	300	300	300	300	300
Engineering Inspect Fee	10,830	20,000	40,000	60,000	85,000	100,000
Tirz Administration Fee	5,498,756	5,933,199	6,779,817	7,754,533	8,779,260	9,699,521
Permits Inspection Fee	2,000	2,000	2,100	2,205	2,315	2,431
Permits Inspection Fee	4,000	4,000	4,200	4,410	4,631	4,862
Police Tuition Income		5,000	5,050	5,101	5,152	5,203
Police Recycling Income		1,200	1,212	1,224	1,236	1,249
*Total Service Charges	\$ 10,633,809	\$ 11,292,491	\$ 12,126,632	\$ 13,158,185	\$ 14,328,836	\$ 15,390,358
<b>Interest</b>						
Interest Income	35,000	35,000	55,000	115,000	180,000	225,000
*Total Interest	\$ 35,000	\$ 35,000	\$ 55,000	\$ 115,000	\$ 180,000	\$ 225,000
<b>Miscellaneous</b>						
Building Rent	17,375	17,504	17,679	17,856	18,034	18,215
Other Victims Program	7,800	8,000	8,800	9,680	10,648	11,713
PW Damage Reimbursement	(51,259)					
Reimbursement - Phone/Fax						
Street Light Charges	5,000	5,000	5,000	5,000	5,000	5,000
Bids & Specs	(838)	100	100	100	100	100
Recycle Revenue	42,610	14,750	16,225	17,848	19,632	21,595
N.S.F. Fees	2,100	1,000	1,200	1,440	1,728	2,074
Plat Copies	50	150	165	182	200	220
Reproduction/Xerox Copies	2,000	1,800	1,836	1,873	1,910	1,948
Sale Of Property	81,782	37,800	50,000	52,500	55,125	57,881
Waiver Of Encroachment	750	500	525	551	579	608
Jail Phone	1,775	2,000	2,060	2,122	2,185	2,251



**City of Pearland**  
**Five-Year Forecast**  
**General Fund - Schedule of Revenues and Other Sources**

	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016
	Y/E PROJECTED	ADOPTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Ambulance Permit App. Fee	4,000	4,000	4,400	4,840	5,324	5,856
Sign Revenue	48,000	35,000	35,000	35,000	35,000	35,000
Insurance Reimbursement	200,000					
Miscellaneous	340,000	180,300	184,808	189,428	194,163	199,017
*Total Miscellaneous	\$ 701,145	\$ 307,904	\$ 327,798	\$ 338,418	\$ 349,629	\$ 361,478
Grant, Issuance, Transfer						
From Fund 15	98,297	103,212	106,824	110,563	114,433	118,438
From Fund 17	45,706					
From Fund 30	800,000	980,427	1,000,036	1,020,036	1,040,437	1,061,246
From Fund 35	750					
From Fund 42	250,167	238,712	238,712	238,712	238,712	238,712
From Fund 50	129,640	169,572	169,572	169,572	169,572	169,572
From Fund 67	317,238	313,806	313,806	313,806	313,806	313,806
From Fund 68	519,706	444,193	44,193	44,193	44,193	44,193
From Fund 69						
From Fund 70	273,964	568,549	99,549	99,549	99,549	99,549
From Fund 101	82,810	464,710	95,999	70,500	97,500	84,000
From Fund 116	7,313					
Transfer From Fund 202	225,461	64,811	64,811	64,811	64,811	64,811
Transfer From Fund 203	172,622	130,875	130,875	130,875	130,875	130,875
Transfer From Fund 204						
From Fund 107						
From Fund 108	41,000					
From Fund 109		37,500	37,500	37,500	37,500	37,500
From Fund 140						
From Fund 205						
From Fund 55		12,072				
From Fund 23	50,653					
Transfer From Fund 200	41,224	65,399	65,399	65,399	65,399	65,399
Transfer From Fund 201						
Transfer From Fund 120	948					
Transfer From Fund 301		192,262	192,262	192,262	192,262	192,262
*Total Grant, Issuance, Transfer	\$ 3,057,499	\$ 3,786,100	\$ 2,559,538	\$ 2,557,779	\$ 2,609,049	\$ 2,620,363
Other Financing Sources						
Capital Lease Proceeds	1,288,891	1,222,785	1,556,500	730,175	1,592,500	824,850
*Total Other Financing Sources	\$ 1,288,891	\$ 1,222,785	\$ 1,556,500	\$ 730,175	\$ 1,592,500	\$ 824,850
<b>Total General Fund Revenue</b>	<b>\$ 49,511,492</b>	<b>\$ 51,071,229</b>	<b>\$ 53,337,147</b>	<b>\$ 56,045,237</b>	<b>\$ 62,015,867</b>	<b>\$ 65,019,281</b>

**City of Pearland  
Five-Year Forecast Detail  
General Fund Expenditures**

	FY 2010-2011 Y/E PROJECTED	FY 2011-2012 ADOPTED	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2015-2016 PROJECTED
<b>General Government</b>						
City Council	108,528	110,209	110,697	111,191	111,689	112,192
City Manager	654,187	648,041	662,766	675,753	694,730	714,260
City Secretary	314,004	279,060	284,969	290,264	297,869	305,688
Finance	1,698,437	1,716,731	1,767,117	1,808,015	1,861,170	1,915,892
Geographic Information Systems	223,715	204,031	208,081	211,730	216,853	222,117
Human Resources	666,221	657,802	672,345	684,248	700,740	717,676
Information Technology	912,912	925,073	970,166	999,737	1,028,702	1,058,523
Legal	710,088	617,333	630,975	643,069	660,580	678,594
Library	156,775	166,807	167,421	168,041	168,668	169,300
Other Requirements	1,398,647	901,382	981,504	860,350	800,172	800,219
Project Management	1,027,284	976,901	998,228	1,017,356	1,045,190	1,073,829
NEW POSITIONS			56,297	53,086	108,677	108,733
*Total General Government	\$ 7,870,798	\$ 7,203,370	\$ 7,510,565	\$ 7,522,840	\$ 7,695,039	\$ 7,877,024
<b>Public Safety</b>						
Fire	3,761,218	4,270,890	5,050,020	4,444,413	5,489,608	4,688,632
Fire Marshal	570,672	607,485	624,231	635,612	651,840	668,522
Emergency Management	87,275	69,665	70,362	71,065	71,776	72,494
Emergency Medical Services	3,494,282	3,777,431	3,915,708	3,828,752	3,928,101	4,064,974
Police	16,543,582	17,242,723	17,651,245	18,097,800	18,567,513	19,050,449
NEW POSITIONS			168,891	428,025	705,701	1,048,849
*Total Public Safety	\$ 24,457,029	\$ 25,968,194	\$ 27,480,457	\$ 27,505,666	\$ 29,414,539	\$ 29,593,919
<b>Community Services</b>						
Animal Control	673,403	599,782	693,668	623,176	672,625	733,333
Inspection Services	990,820					
Municipal Court	700,640	619,525	647,993	660,983	678,258	695,988
Planning	472,496	445,660	456,809	465,500	477,974	490,802
Public Affairs	307,469	289,816	294,603	298,993	304,783	310,713
Engineering	1,080,549	907,226	907,401	923,742	947,063	971,031
Community Development Admin.		191,994	196,355	200,213	205,818	211,585
Permits & Inspections		694,568	750,673	728,562	748,616	769,243
Environmental & Health		233,542	238,450	242,832	249,117	255,580
NEW POSITIONS			56,297	171,261	216,239	273,440
*Total Community Services	\$ 4,225,377	\$ 3,982,113	\$ 4,242,249	\$ 4,315,262	\$ 4,500,494	\$ 4,711,713
<b>Public Works</b>						
Administration	195,386	211,587	214,672	218,131	222,685	227,349
Fleet Maintenance	433,005	452,526	462,000	470,460	482,563	495,005
Traffic Operations & Maintenance	740,696	750,857	786,442	772,249	785,019	798,094
Public Works GIS	49,669					
Service Center	88,934	185,918	187,377	188,851	190,340	191,844
Streets & Drainage	4,301,403	4,173,087	4,302,652	4,378,970	4,413,770	4,519,424
NEW POSITIONS			112,594	213,456	269,047	383,449
*Total Public Works	\$ 5,809,093	\$ 5,773,975	\$ 6,065,737	\$ 6,242,119	\$ 6,363,424	\$ 6,615,164
<b>Parks &amp; Recreation</b>						
Administration	692,585	750,478	764,470	776,720	793,317	810,341
Parks Maintenance	1,198,347	1,219,737	1,233,292	1,253,661	1,282,187	1,311,486
Medians/WW/ROWS	1,034,745	1,046,631	1,090,193	1,109,147	1,135,515	1,162,590
Westside Event Center	165,143	163,134	168,740	171,077	174,253	177,511
Community Center	37,723					
Recreation Center	1,222,940	1,724,323	1,801,284	1,823,486	1,854,565	1,886,497
Athletics	341,250	345,282	355,190	360,413	367,260	374,272
Special Events	287,684	316,741	321,889	326,706	332,979	339,402
Senior Programs	233,207	239,193	243,904	248,167	254,169	260,337
Youth Development	325,112	260,414	275,406	280,331	287,283	294,427
Aquatics	597,099	108,950	110,429	111,871	113,917	116,021

**City of Pearland  
Five-Year Forecast Detail  
General Fund Expenditures**

	FY 2010-2011 Y/E PROJECTED	FY 2011-2012 ADOPTED	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2015-2016 PROJECTED
Recycling	286,456	203,042	210,093	213,714	218,745	223,911
Custodial	343,509	339,688	370,838	395,295	404,386	413,715
Facilities Maintenance	704,911	822,526	859,181	870,466	884,266	898,354
NEW POSITIONS			112,594	159,592	270,663	385,008
*Total Parks & Recreation	\$ 7,470,711	\$ 7,540,139	\$ 7,917,503	\$ 8,100,646	\$ 8,373,505	\$ 8,653,871
Transfers						
Transfers	845,906	1,058,162	922,110	1,158,994	1,742,353	1,037,246
*Total Transfers	\$ 845,906	\$ 1,058,162	\$ 922,110	\$ 1,158,994	\$ 1,742,353	\$ 1,037,246
CIP O&M						
O&M FOR CIP			428,571	845,763	1,761,325	2,087,369
*Total CIP O&M	\$ -	\$ -	\$ 428,571	\$ 845,763	\$ 1,761,325	\$ 2,087,369
Expense for MUD 4				630,944	694,038	763,442
<b>TOTAL GENERAL FUND EXPENDITURE</b>	<b>\$ 50,678,914</b>	<b>\$ 51,525,953</b>	<b>\$ 54,567,191</b>	<b>\$ 56,322,234</b>	<b>\$60,544,717</b>	<b>\$61,339,749</b>

**City of Pearland  
Five-Year Forecast Detail  
O & M for CIP**

	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2014-2016 PROJECTED
Trail Connectivity		35,350	69,212	74,264
Hunter Park			16,616	17,887
Max Road Sports Complex Phase I	196,027	249,582	267,593	286,967
Shadow Creek Ranch		239,187	300,807	317,263
Centennial Park PH II			58,125	77,500
Hillhouse Road Annex	15,650	65,650	67,250	67,250
Traffic Signal Operations Improvements				211,668
Fire Station #3 Reconstruction		37,500	738,064	759,381
Old Police Department Renovation	55,000	56,600	58,264	59,995
Westside Library Store Front	145,000	145,000	145,000	145,000
Tom Reid Library Expansion				25,500
Hickory Slough Detention at Max Rd. Ph I	11,534	11,534	11,534	11,534
Business Center Drive	3,200	3,200	3,200	3,200
Pearland Pkwy Extension			23,500	24,300
Max Road				3,500
CR403 (Hughes Ranch Road)	2,160	2,160	2,160	2,160
<b>Total</b>	<b>428,571</b>	<b>845,763</b>	<b>1,761,325</b>	<b>2,087,369</b>

**City of Pearland  
Water & Sewer Fund - Combined  
Five-Year Forecast Summary**

	FY 2010-2011 Y/E PROJECTED	FY 2011-2012 ADOPTED	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2015-2016 PROJECTED
<b>REVENUE</b>						
Charges for Service	27,682,862	26,294,855	27,742,820	28,598,890	30,962,065	34,217,423
Miscellaneous	179,874	212,575	108,230	73,448	73,448	73,448
Interest	40,274	23,577	23,937	25,688	24,443	27,820
Interfund Transfers	2,473,893	2,606,773	2,769,208	2,917,335	3,083,913	3,597,036
Other Financing Sources	502,788		1,440	1,440	1,440	1,440
<b>TOTAL REVENUES</b>	<b>\$30,879,689</b>	<b>\$29,137,779</b>	<b>\$30,645,633</b>	<b>\$31,616,797</b>	<b>\$34,145,305</b>	<b>\$37,917,165</b>
<b>EXPENDITURE</b>						
Lift Stations	1,342,513	689,754	702,133	714,521	729,871	761,281
Waste Water Treatment Plant	3,743,086	3,469,754	3,543,352	3,591,138	3,646,753	3,825,590
Water Production	6,288,690	6,076,718	6,948,876	7,526,053	7,650,150	7,884,482
Distribution and Sewer Collection	1,936,744	1,731,109	1,932,953	1,951,782	2,007,994	2,066,124
Utility Billing	2,149,570	2,069,985	2,434,078	2,146,496	2,197,994	2,251,058
Other Requirements	14,454,571	16,680,481	13,247,527	14,955,094	15,402,024	17,306,132
Construction	1,195,029	1,197,519	1,175,918	1,201,627	1,236,374	1,272,498
<b>TOTAL EXPENDITURES</b>	<b>\$31,110,203</b>	<b>\$31,915,320</b>	<b>\$29,984,836</b>	<b>\$32,086,711</b>	<b>\$32,871,160</b>	<b>\$35,367,165</b>
Revenues Over/(Under) Expenses	(\$230,514)	(\$2,777,541)	\$660,797	(\$469,914)	\$1,274,145	\$2,550,000
<b>Beginning Fund Balance</b>	<b>\$12,040,783</b>	<b>\$11,810,269</b>	<b>\$9,032,728</b>	<b>\$9,693,525</b>	<b>\$9,223,611</b>	<b>\$10,497,756</b>
<b>DS Reserve</b>	<b>181,649</b>	<b>363,298</b>	<b>665,297</b>	<b>917,318</b>	<b>1,191,586</b>	<b>1,399,022</b>
<b>Ending Fund Balance</b>	<b>\$11,628,620</b>	<b>\$8,669,430</b>	<b>\$9,028,228</b>	<b>\$8,306,293</b>	<b>\$9,306,170</b>	<b>\$11,648,734</b>
<b>Revenue Increase Needed</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>5.0%</b>	<b>7%</b>
<b>Financial Indicators</b>						
Bond Coverage - 1.4	1.51	1.40	1.40	1.40	1.52	1.40
Cash Reserve Ratio - 25%	0.37	0.27	0.30	0.26	0.28	0.33
<b>Number of Connections</b>	<b>29,519</b>	<b>30,288</b>	<b>32,411</b>	<b>33,330</b>	<b>34,500</b>	<b>35,846</b>
<b>Growth in Connections</b>		<b>2.61%</b>	<b>7.01%</b>	<b>2.84%</b>	<b>3.51%</b>	<b>3.90%</b>

**Water & Sewer Fund - Combined Revenues**  
**Five-Year Forecast**  
**Schedule of Revenues and Other Sources**

	FY 2010-2011 Y/E PROJECTED	FY 2011-2012 ADOPTED	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2015-2016 PROJECTED
Charges for Service						
Water/Sewer Charges	26,387,455	24,944,561	26,424,297	27,163,313	29,413,172	32,583,744
Meter Reinspect Fee						
Sanitation Billing Fee	325,644	330,194	359,144	369,528	382,772	398,008
Connection Fee	118,000	120,000	120,000	126,000	126,000	126,000
Water/Sewer Tap Fee	318,000	385,100	300,839	375,759	475,831	545,381
Late Payment Fee	375,000	360,000	360,000	378,000	378,000	378,000
Meter Set Fee	1,463	1,500	1,500	1,500	1,500	1,500
Curb Stop Replacement Fee	500	1,000	1,040	1,040	1,040	1,040
Grease Trap Fee	20,800	21,500	20,000	20,000	20,000	20,000
Reconnect Fee	135,000	130,000	155,000	162,750	162,750	162,750
Miscellaneous	1,000	1,000	1,000	1,000	1,000	1,000
*Total Charges For Service	\$27,682,862	\$26,294,855	\$27,742,820	\$28,598,890	\$30,962,065	\$34,217,423
Miscellaneous						
NSF Fees	5,700	6,000	6,000	6,000	6,000	6,000
Discount Taken						
Reimbursements	139,174	139,127	34,782			
Miscellaneous	35,000	67,448	67,448	67,448	67,448	67,448
MUD Annexation						
*Total Miscellaneous	\$179,874	\$212,575	\$108,230	\$73,448	\$73,448	\$73,448
Interest						
Interest	40,274	23,577	23,937	25,688	24,443	27,820
*Total Interest	\$40,274	\$23,577	\$23,937	\$25,688	\$24,443	\$27,820
Interfund Transfers						
From Fund 42	1,464,848	1,506,740	1,631,016	1,779,309	1,946,152	2,460,774
From Fund 44	837,626	877,221	915,380	915,214	914,949	913,450
From Fund 64	1,679					
From Fund 300						
From Fund 301						
From Fund 10	169,740	222,812	222,812	222,812	222,812	222,812
*Total Interfund Transfers	\$2,473,893	\$2,606,773	\$2,769,208	\$2,917,335	\$3,083,913	\$3,597,036
Other Financing Sources						
Certificate of Deposit	1,324					
Sale of Property	664		1,440	1,440	1,440	1,440
Miscellaneous	348,000					
Capital Lease Proceeds	152,800					
*Total Other Financing Sources	\$502,788		\$1,440	\$1,440	\$1,440	\$1,440
<b>Total W&amp;S Fund - Combined Revenues</b>	<b>\$30,879,689</b>	<b>\$29,137,779</b>	<b>\$30,645,633</b>	<b>\$31,616,797</b>	<b>\$34,145,305</b>	<b>\$37,917,165</b>

**City of Pearland  
Five-Year Forecast Detail  
Water & Sewer Expenditures**

	<b>FY 2010-2011 Y/E PROJECTED</b>	<b>FY 2011-2012 ADOPTED</b>	<b>FY 2012-2013 PROJECTED</b>	<b>FY 2013-2014 PROJECTED</b>	<b>FY 2014-2015 PROJECTED</b>	<b>FY 2015-2016 PROJECTED</b>
Water & Sewer						
Lift Stations	1,342,513	689,754	702,133	714,521	729,871	761,281
Waste Water Treatment Plant	3,743,086	3,469,754	3,543,352	3,591,138	3,646,753	3,825,590
Water Production	6,288,690	6,076,718	6,948,876	7,526,053	7,650,150	7,884,482
Distribution and Sewer Collection	1,936,744	1,731,109	1,932,953	1,951,782	2,007,994	2,066,124
Utility Billing	2,149,570	2,069,985	2,434,078	2,146,496	2,197,994	2,251,058
Other Requirements	14,454,571	16,680,481	13,247,527	14,955,094	15,402,024	17,306,132
Construction	1,195,029	1,197,519	1,175,918	1,201,627	1,236,374	1,272,498
*Total General Government	\$31,110,203	\$31,915,320	\$29,984,837	\$32,086,710	\$32,871,160	\$35,367,166
<b>TOTAL W&amp;S EXPENDITURE</b>	<b>\$31,110,203</b>	<b>\$31,915,320</b>	<b>\$29,984,837</b>	<b>\$32,086,710</b>	<b>\$32,871,160</b>	<b>\$35,367,166</b>

**Pearland EDC  
Five-Year Forecast Summary**

	FY 2010-2011 Y/E PROJECTED	FY 2011-2012 ADOPTED	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2015-2016 PROJECTED
<b>REVENUE</b>						
Sales Tax	6,549,159	6,745,634	6,948,003	7,295,403	7,660,173	8,043,182
Interest Income	13,220	24,150	22,574	25,807	31,162	36,775
Miscellaneous	455,004	424,000	414,000	414,000	437,000	460,000
Bond Proceeds						
Transfer In						
<b>TOTAL OPERATING REVENUES</b>	<b>\$7,017,383</b>	<b>\$7,193,784</b>	<b>\$7,384,577</b>	<b>\$7,735,210</b>	<b>\$8,128,335</b>	<b>\$8,539,957</b>
<b>EXPENDITURE</b>						
Operating	1,385,017	1,417,918	1,439,779	1,463,188	1,490,366	1,516,990
Operating Transfers	163,898	178,857	862,800	197,190	207,049	217,402
Bond Payments	2,061,176	2,040,906	2,051,126	2,050,642	2,053,312	2,053,836
Inventory	4,987	5,000	5,000	5,000	5,000	5,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$3,615,078</b>	<b>\$3,642,681</b>	<b>\$4,358,705</b>	<b>\$3,716,020</b>	<b>\$3,755,727</b>	<b>\$3,793,228</b>
Revenues Over/(Under) Expenses	\$3,402,305	\$3,551,103	\$3,025,872	\$4,019,190	\$4,372,608	\$4,746,729
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfers In	197,330					
Capital Transfers Out	(18,159)		(675,000)			
Capital Outlay	(132,435)	(15,000)	(42,000)	(5,000)	(5,000)	(5,000)
Incentives	(1,155,550)	(3,358,500)	(2,569,000)	(2,066,889)	(2,453,889)	(2,455,889)
Bond Proceeds						
<b>SOURCES</b>	<b>(\$1,108,814)</b>	<b>(\$3,373,500)</b>	<b>(\$3,286,000)</b>	<b>(\$2,071,889)</b>	<b>(\$2,458,889)</b>	<b>(\$2,460,889)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$2,293,491</b>	<b>\$177,603</b>	<b>(\$260,128)</b>	<b>\$1,947,301</b>	<b>\$1,913,719</b>	<b>\$2,285,840</b>
<b>Beginning Fund Balance</b>	<b>\$6,365,067</b>	<b>\$7,993,304</b>	<b>\$8,170,907</b>	<b>\$7,910,778</b>	<b>\$9,858,080</b>	<b>\$11,771,798</b>
<b>Debt Service Reserves</b>	<b>(\$665,254)</b>					
<b>Ending Fund Balance</b>	<b>\$7,993,304</b>	<b>\$8,170,907</b>	<b>\$7,910,778</b>	<b>\$9,858,080</b>	<b>\$11,771,798</b>	<b>\$14,057,638</b>



**Pearland EDC - Revenues  
Five-Year Forecast  
Schedule of Revenues and Other Sources**

	<b>FY 2010-2011 Y/E PROJECTED</b>	<b>FY 2011-2012 ADOPTED</b>	<b>FY 2012-2013 PROJECTED</b>	<b>FY 2013-2014 PROJECTED</b>	<b>FY 2014-2015 PROJECTED</b>	<b>FY 2015-2016 PROJECTED</b>
Sales Taxes						
Sales Taxes	6,549,159	6,745,634	6,948,003	7,295,403	7,660,173	8,043,182
*Total Sales Taxes	\$6,549,159	\$6,745,634	\$6,948,003	\$7,295,403	\$7,660,173	\$8,043,182
Grant, Issuance, Transfer						
Transfer from Fund 120	197,330					
Total Grant, Issuance, Transfer	\$197,330	\$0	\$0	\$0	\$0	\$0
Interest						
Interest	13,220	24,150	22,574	25,807	31,162	36,775
*Total Interest	\$13,220	\$24,150	\$22,574	\$25,807	\$31,162	\$36,775
Miscellaneous						
Building Rent	414,000	414,000	414,000	414,000	437,000	460,000
Miscellaneous	41,004	10,000				
*Total Miscellaneous	\$455,004	\$424,000	\$414,000	\$414,000	\$437,000	\$460,000
Other Financing Sources						
Bond Proceeds						
*Total Bond Proceeds						
<b>Total PEDC Revenues</b>	<b>\$7,214,713</b>	<b>\$7,193,784</b>	<b>\$7,384,577</b>	<b>\$7,735,210</b>	<b>\$8,128,335</b>	<b>\$8,539,957</b>

**Pearland EDC - Expenditures  
Five-Year Forecast  
Schedule of Expenditures**

	FY 2010-2011 Y/E PROJECTED	FY 2011-2012 ADOPTED	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2015-2016 PROJECTED
<b>Salaries &amp; Wages</b>						
Executive	115,288	115,000	117,100	121,427	125,895	129,372
Supervisor	85,097	84,864	86,561	88,293	90,941	93,670
General Labor	143,543	161,024	164,244	167,529	172,555	177,732
Vacation Sold/Sick Payoff						
Overtime			0	0	0	0
Longevity	887	984	1,224	1,464	1,704	1,944
Auto Allowance	10,800	10,800	10,800	10,800	10,800	10,800
Social Security	26,436	28,678	28,238	28,972	29,919	30,808
Retirement	42,167	46,437	48,245	51,287	54,744	58,062
Group Insurance	28,108	34,992	37,092	39,688	42,665	46,078
Cell Phone Allowance	1,800	1,800	1,800	1,800	1,800	1,800
Other Benefits	1,123	649				
Merit Adjustment					0	0
*Total Salaries & Wages	\$455,249	\$485,228	\$495,305	\$511,259	\$531,022	\$550,265
<b>Materials &amp; Supplies</b>						
Office Supplies	3,250	4,000	4,040	4,080	4,121	4,162
Minor Tools & Office Equip.	438	500	505	510	515	520
Food	2,250	2,000	2,020	2,040	2,061	2,081
Fuel	354	750	758	765	773	780
*Total Materials & Supplies	\$6,292	\$7,250	\$7,323	\$7,396	\$7,470	\$7,544
<b>Maintenance Buildings &amp; Grounds</b>						
Building & Grounds	390	800	840	882	926	972
*Total Maintenance Buildings & Grounds	\$390	\$800	\$840	\$882	\$926	\$972
<b>Maintenance of Equipment</b>						
Furniture & Office Equipmen	1,000	2,000	2,020	2,040	2,061	2,081
Motor Vehicle	300	300	303	306	309	312
Parts	110	700	707	714	721	728
Commercial	800	1,600	1,616	1,632	1,648	1,665
Fuel	3,399	3,000	3,300	3,630	3,993	4,392
*Total Maintenance of Equipment	\$5,609	\$7,600	\$7,946	\$8,322	\$8,732	\$9,179
<b>Services</b>						
Property Insurance	8,060	9,000	9,450	9,923	10,419	10,940
Rental of Equipment	7,354	6,600	6,666	6,733	6,800	6,868
Special Services	1,680	1,680	1,697	1,714	1,731	1,748
Arbitrage Fees	6,188	1,375	5,750	5,750	5,750	5,750
Books, Periodicals & Subscri	198	200	202	204	206	208
Telephone/ <i>Direct TV/Teleco</i>	13,162	19,000	19,190	19,382	19,576	19,771
Cellular Communications	2,800	2,800	2,828	2,856	2,885	2,914
PC Aircard Charges	1,554	1,100	1,111	1,122	1,133	1,145
Printing	716	1,200	1,212	1,224	1,236	1,249
Postage	500	2,000	2,020	2,040	2,061	2,081
Professional Development	13,153	15,000	15,150	15,302	15,455	15,609

**Pearland EDC - Expenditures  
Five-Year Forecast  
Schedule of Expenditures**

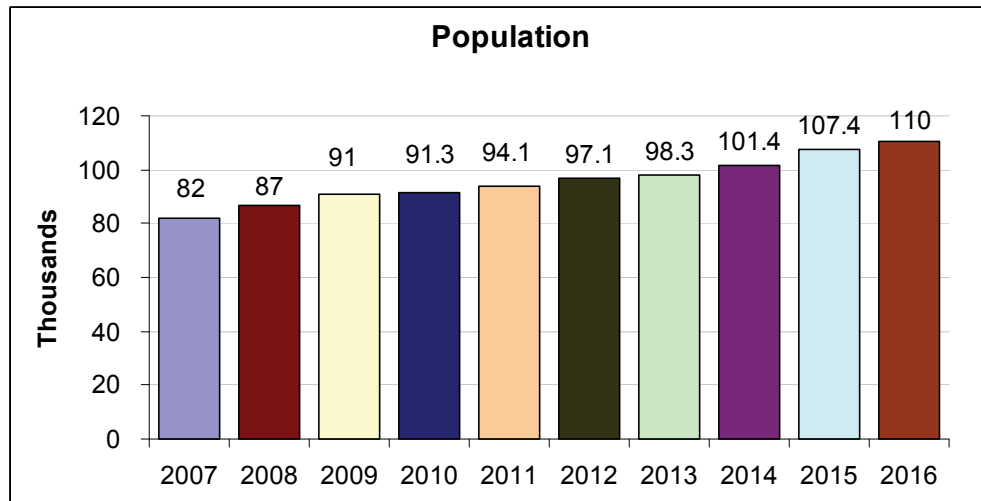
	FY 2010-2011 Y/E PROJECTED	FY 2011-2012 ADOPTED	FY 2012-2013 PROJECTED	FY 2013-2014 PROJECTED	FY 2014-2015 PROJECTED	FY 2015-2016 PROJECTED
Membership Dues	9,723	12,185	12,307	12,430	12,554	12,680
Travel	8,091	9,000	9,090	9,181	9,273	9,365
Marketing Programs/Promo	4,226		0	0	0	0
Marketing /Demographic	265,846	212,500	214,625	216,771	218,939	221,128
Industry Recruitment	149,105	210,000	212,100	214,221	216,363	218,527
Contracted Services	170,897	160,550	162,156	163,777	165,415	167,069
Retention Services	136,272	136,272	137,635	139,011	140,401	141,805
Storage/Building Rental	117,952	116,578	115,178	113,688	112,020	110,172
*Total Services	\$917,477	\$917,040	\$928,366	\$935,328	\$942,216	\$949,029
Incentives						
New Industry Incentives	989,305	3,142,500	2,475,000	1,970,889	2,355,889	2,355,889
New Industry Incentives - ot	76,245	124,000				
Sales Tax Incentives	90,000	92,000	94,000	96,000	98,000	100,000
*Total Incentives	\$1,155,550	\$3,358,500	\$2,569,000	\$2,066,889	\$2,453,889	\$2,455,889
Transfer						
Transfer to General Fund	98,297	103,212	108,373	113,791	119,481	125,455
Transfer to Capital Fund	18,159		675,000			
Transfer to U of H Fund	65,601	75,645	79,427	83,399	87,569	91,947
*Total Transfer	\$182,057	\$178,857	\$862,800	\$197,190	\$207,049	\$217,402
Bond Payment						
Principal	800,000	840,000	880,000	920,000	965,000	1,010,000
Interest	1,259,176	1,198,406	1,168,626	1,128,142	1,085,812	1,041,336
Fiscal Agent Fees	2,000	2,500	2,500	2,500	2,500	2,500
*Total Bond Payment	\$2,061,176	\$2,040,906	\$2,051,126	\$2,050,642	\$2,053,312	2,053,836
Inventory						
\$1,000-\$4,999	4,987	5,000	5,000	5,000	5,000	5,000
*Total Inventory	\$4,987	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Capital Outlay						
Buildings/Grounds	24,379					
Water/Sewer Project	53,655					
Furniture/Office Equipment	9,272	5,000	5,000	5,000	5,000	5,000
Vehicles	35,129		37,000			
Miscellaneous	10,000	10,000				
*Total Capital Outlay	\$132,435	\$15,000	\$42,000	\$5,000	\$5,000	\$5,000
<b>Total PEDC Expenditures</b>	<b>\$4,921,222</b>	<b>\$7,016,181</b>	<b>\$6,969,705</b>	<b>\$5,787,909</b>	<b>\$6,214,616</b>	<b>\$6,254,117</b>

**CITY OF PEARLAND  
FIVE-YEAR FORECAST  
FISCAL YEARS 2012 – 2016**

**Key Assumptions**

**Population**

The population in Pearland is expected to increase in FY 2012 by 3,000 residents, or 3.0%, over FY 2011. The rate of growth for the forecast period averages 3.3% annually, and includes the annexation of Brazoria County MUD #4.



From the year 2007 to 2012, the projected population increase is 15,100 people, an 18.4% increase during this timeframe. Pearland is expected to continue to experience steady increases in population, as land usage is not anticipated to approach build out until 2025. To a large extent, much of the revenue growth the City has experienced can be attributed to the population growth, however commercial development is still occurring, although at a lesser pace than in previous years, such as the development of Shadow Creek Ranch Town Center and Pearland Town Center in 2008. The economic recession and slowdown of the economy also has affected new development.

**Assessed Valuation**

Fiscal Year	Growth	Valuation
2012	1.16%	\$6,399,776,130
2013	2.66%	\$6,569,770,130
2014*	9.49%	\$7,193,354,776
2015	6.87%	\$7,687,457,751
2016	7.21%	\$8,241,550,989

\*Fiscal Year 2014 includes value of \$261 million for property to be annexed – BC MUD 4

In FY 2013, the assessed re-valuation for residential remains flat and increases to 3% by FY 2016. For commercial the increase in FY 2013 is 0% and increases to 3% by FY 2016. The forecast also includes value of recently completed retail developments anticipated value based on current building permits, and anticipated new commercial in the Spectrum area by 2015.

The forecast does not assume any increases in the homestead exemption.

**Tax Rate**

Fiscal Year	O&M	Debt Service	Total
2012	.2151	.4700	.6851
2013	.2350	.4900	.7250
2014	.2350	.5150	.7500
2015	.2350	.5250	.7600
2016	.2350	.5250	.7600

Tax rate needed to pay debt service, maintain current services and meet reserve requirements.

**Sales Tax – General Fund**

Fiscal Year	Growth	Amount
2012	3.0%	13,491,831
2013	4.5%	14,096,586
2014	5.0%	14,801,415
2015	5.0%	15,541,486
2016	5.0%	16,318,560

2013 includes sales tax generated from Kelsey Seybold

**Number of Water/Sewer Connections**

Fiscal Year	Growth	Amount
2012	2.61%	30,288
2013	7.01%	32,411
2014	2.84%	33,330
2015	3.51%	34,500
2016	3.90%	35,846

Fiscal year 2013 includes an estimated 1,400 connections from the annexation of MUD 4 in December of 2012.

**Expenditure Assumptions****GO/CO Debt Issuance**

Fiscal Year	GO's	CO's	Total
2013	5,500,000	4,200,000	9,700,000
2014	15,270,000	9,935,000	25,205,000
2015	21,620,000	1,560,000	23,180,000
2016	27,930,000	5,865,000	33,795,000

Based off Five-Year CIP.

**Water/Sewer Debt Issuance**

Fiscal Year	Total
2012	8,174,475
2013	5,199,858
2014	6,272,872
2015	14,118,558
2016	41,921,821

Based off Five-Year CIP

**O&M for CIP**

Fiscal Year	Total
2013	428,571
2014	845,763
2015	1,761,325
2016	2,087,369

Based off Five-Year CIP.

**Merit Increase**

Fiscal Year	Total
2012	0%
2013	2%
2014	2%
2015	3%
2016	3%

2012 – 2% Step Adjustment for Civil Service

**CITY OF PEARLAND  
NEW PERSONNEL FUNDED  
FY 2012 ADOPTED BUDGET**

FUND/DIVISION	TITLE	FULL-TIME			PART-TIME		
		New Programs	Existing Programs	Total	New Programs	Existing Programs	Total
<b><u>GENERAL FUND</u></b>							
Fire Services	Firefighter <sup>1</sup>		6	6			
Parks Recreation Center	Lifeguard				4		4
	/Natatorium				2		2
Facilities Maintenance	Building Maintenance Helper		1	1			
Parks Athletics	Ballfield Attendant				1		1
Parks Recycling	Recycling Center Attendant				1		1
Police Uniform Services	Police Officer <sup>2</sup>		2	2			
Police Support Services	Crime Victim Specialist		1	1			
Police Jail	Jailer		1	1			
Public Works Admin.	Administrative Clerk <sup>3</sup>		0.25	0.25			
Engineering	Engineering Inspector II		-1	-1			
Project Management	Project Coordinator		-1	-1			
Municipal Court	Bailiff <sup>4</sup>		-1	-1	-1		-1
	Juvenile Case Manager <sup>3</sup>		-1	-1			
Public Works GIS	GIS Technician <sup>4</sup>		-0.25	-0.25			
	GPS Field Tech I <sup>4</sup>		-0.25	-0.25			
	GPS Field Tech II <sup>4</sup>		-0.25	-0.25			
	Sub-Total General Fund		6.5	6.5	7		7
<b><u>WATER &amp; SEWER FUND</u></b>							
Water Production	Water Production Operator I <sup>5</sup>		1	1			
	Water Production Operator II <sup>5</sup>		1	1			
W&S Construction	Administrative Clerk		0.75	0.75			
Public Works GIS	GIS Technician		0.25	0.25			
	GPS Field Tech I		0.25	0.25			
	GPS Field Tech II		0.25	0.25			
W&S Revenue Collection	Field Service Technician <sup>5</sup>		1	1			
	Sub-Total Water & Sewer Fund		4.5	4.5			
<b><u>MUNICIPAL COURT FUND 017</u></b>							
	Bailiff		1	1	1		1
	Sub-Total Court Fund 017		1	1	1		1
<b><u>COURT JUVENILE MANAGEMENT FUND 023</u></b>							
	Juvenile Case Manager		1	1			
	Sub-Total Court Fund 023		1	1			
	<b>GRAND TOTAL</b>		<b>13</b>	<b>13</b>	<b>8</b>		<b>8</b>

<sup>1</sup>Funding from SAFER grants

<sup>2</sup>Funded for 6 months

<sup>3</sup>Partial funding from Water & Sewer Fund

<sup>4</sup>Positions moved to other funds

<sup>5</sup>Funded for 10 months

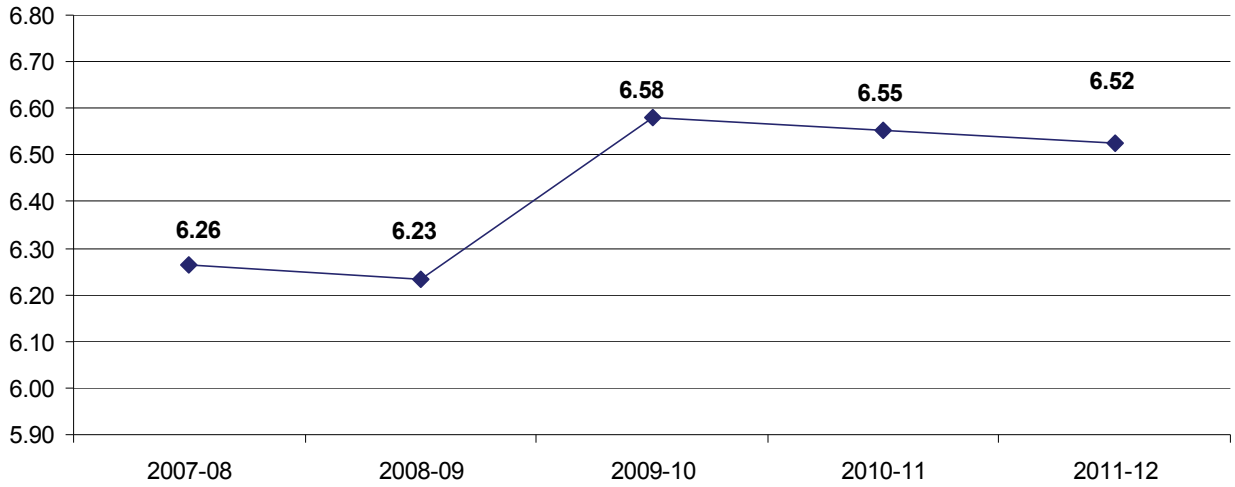
**CITY OF PEARLAND  
FY 2012 ADOPTED BUDGET  
AUTHORIZED PERSONNEL BY DEPARTMENT**

Function/Department	Full Time Employees				Part Time Employees			
	FY 2010	FY 2011	FY 2012	FY 2012	FY 2010	FY 2011	FY 2012	FY 2012
	Base	Amended	Requested	Adopted	Base	Amended	Requested	Adopted
<b>General Government</b>								
City Manager	4	4		4				
City Secretary	4	4		4				
Finance	17	16		16		1		1
Geographical Information System	2	2		2				
Human Resources	6	6		6	3	3		3
Information Technology	5	5		5				
Legal	5	5		5				
Projects	12	12	(1)	11				
Utility Billing	16	16	1	17	3	4		4
<b>GENERAL GOVERNMENT TOTAL</b>	<b>77</b>	<b>70</b>	<b>0</b>	<b>70</b>	<b>6</b>	<b>8</b>	<b>0</b>	<b>8</b>
<b>Public Works</b>								
Fleet Maintenance	8	7		7				
Public Works Administration	4	1.5	0.25	1.75				
Public Works GIS		0.75	(0.75)	0				
Streets & Drainage	17	17		17				
Traffic Operations	4	6		6				
Lift Stations	6	6		6				
Waste Water Treatment	14.5	14.75		14.75				
Water Production	8	10	2	12				
Water & Sewer Distrib. & Collect.	24	23.5		23.5				
Water & Sewer Construction	11.5	12.25	0.75	13				
Public Works GIS		2.25	0.75	3				
<b>PUBLIC WORKS TOTAL</b>	<b>97</b>	<b>101</b>	<b>3</b>	<b>104</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Public Safety</b>								
Fire Department	20	27	6	33	1	18		18
Fire Marshal	7	6		6		2		2
Emergency Medical Services	38	39		39	24	24		24
Police Department	183	178	4	182	7	7		7
<b>PUBLIC SAFETY TOTAL</b>	<b>248</b>	<b>250</b>	<b>10</b>	<b>260</b>	<b>32</b>	<b>51</b>	<b>0</b>	<b>51</b>
<b>Parks &amp; Recreation</b>								
Custodial Services	8	7		7				
Facilities Maintenance	3	5	1	6				
Parks Maintenance	19	18		18				
Median/ROW/WW	18	18		18				
Community Center	1				3	1	(1)	
Recreation Center/Natatorium	5	6		6	10	19	30	49
Westside Events Center	1	1		1	3	3		3
Athletics	2	2		2	3	3	1	4
Youth Development	2	2		2	4	4		4
Aquatics	1	1		1	17	23	(23)	
Special Events	2	2		2				
Senior Programs	3	3		3	1	1		1
Parks & Recreation Administration	8	7		7				
Recycling	2	2		2	4	3	1	4
<b>PARKS &amp; RECREATION TOTAL</b>	<b>76</b>	<b>74</b>	<b>1</b>	<b>75</b>	<b>45</b>	<b>57</b>	<b>8</b>	<b>65</b>
<b>Community Services</b>								
Animal Control	9	9		9	2	1		1
Permits & Inspections	17	15		15	1	2		2
Engineering	14	13	(1)	12				
Municipal Court	11	11	(2)	9		1	(1)	
Planning	6	5		5	1	1		1
Public Affairs	2	2		2				
<b>COMMUNITY SERVICES TOTAL</b>	<b>59</b>	<b>55</b>	<b>(3)</b>	<b>52</b>	<b>4</b>	<b>5</b>	<b>(1)</b>	<b>4</b>
Economic Development	6	5		5				
University of Houston-Pearland	1	1		1				
Municipal Court Fund			1	1			1	1
Juvenile Case Management Fund			1	1				
<b>GRAND TOTAL</b>	<b>557</b>	<b>556</b>	<b>13</b>	<b>569</b>	<b>87</b>	<b>121</b>	<b>8</b>	<b>129</b>

Note: Does not include Seasonal positions



**City of Pearland  
Full-Time Equivalents  
Per 1,000 Population  
Five Year Historical Comparison**



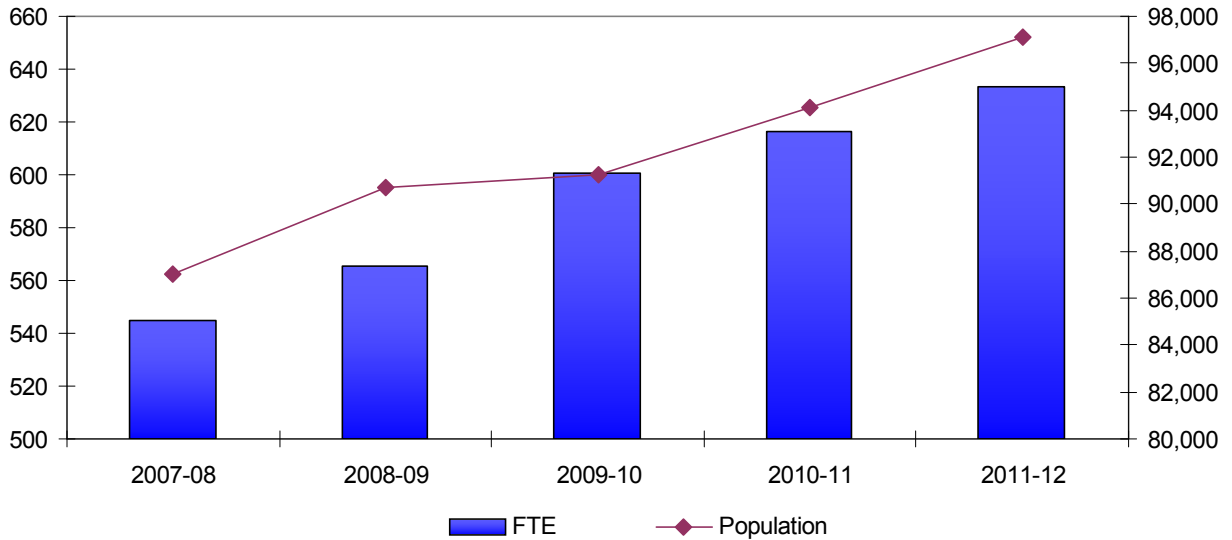
Fiscal Year	FTE	Population	No. of Employees Per 1,000 Population
2007-08	545.0	87,000	6.26
2008-09	565.5	90,700	6.23
2009-10	600.5	91,252	6.58
2010-11	616.5	94,100	6.55
2011-12	633.5	97,100	6.52

FTE = All full-time employees plus part-time equivalents.

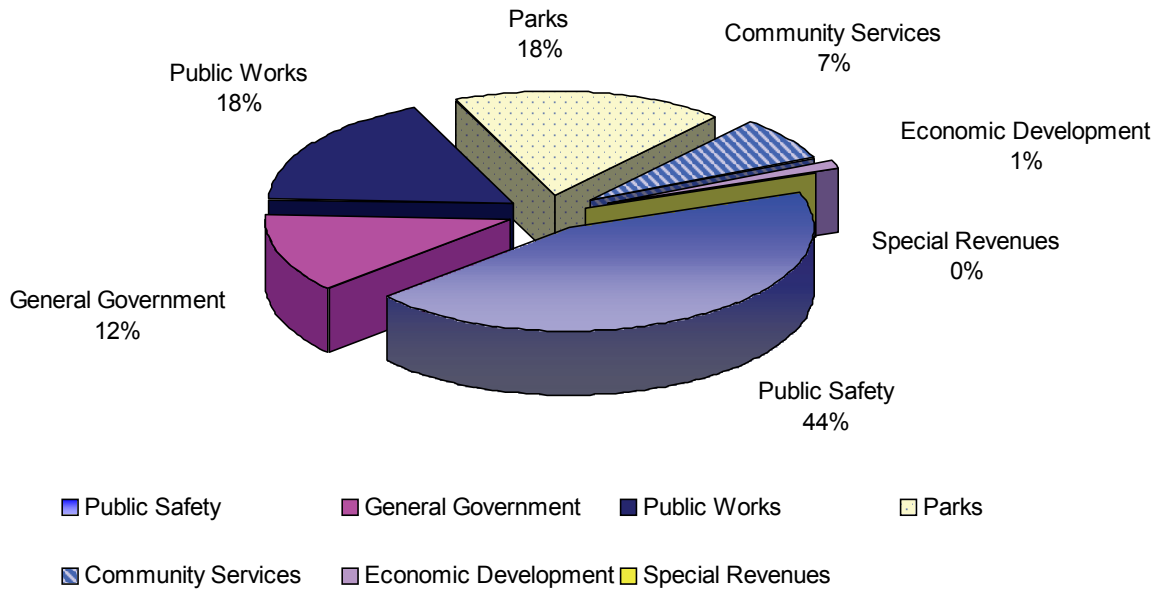
Does not include seasonal employees.

Increase in FY 2010 due to opening of Recreation Center/Natorium

**City of Pearland  
Full-Time Equivalent Staff to Population  
FY 2008 - FY 2012**



**City of Pearland  
Employees by Service Area  
Fiscal Year 2012 Full-Time Equivalents**



Service Area	FY2008	FY2009	FY2010	FY2011	FY2012	% Increase**
Public Safety*	242	253.5	264	275.5	285.5	18%
General Government	70.5	72.5	74	74	74	5%
Public Works	108	111	111	114	116	7%
Parks	68	72	98.5	102.5	107.5	58%
Community Services	51.5	51.5	47	44.5	42	-18%
Economic Development	5	5	6	5	5	0%
Special Revenues*	0	0	0	1	3.5	100%
	545.0	565.5	600.5	616.5	633.5	16%

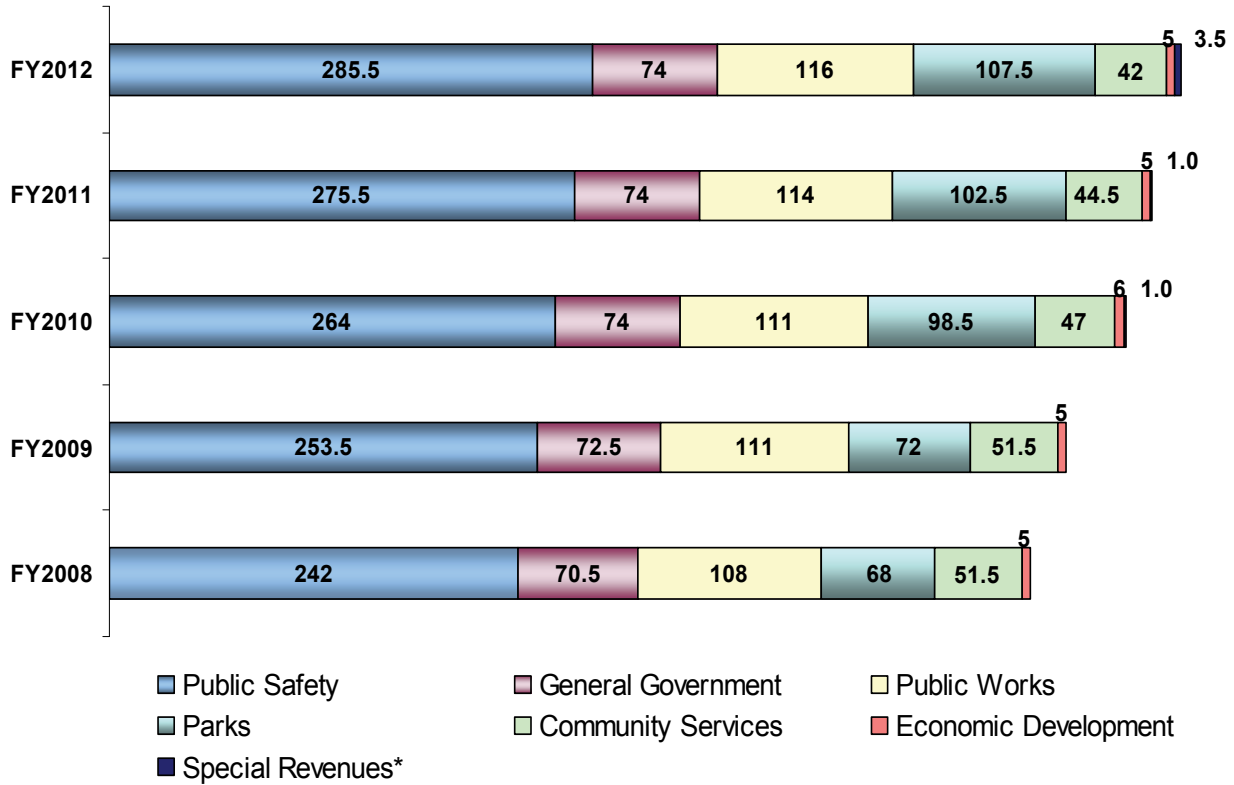
					5-Year Increase	
Annual Increase:		20.5	36.0	15.0	17.0	88.5
% Increase:		3.8%	6.4%	2.5%	2.8%	16.2%
% Population Increase:		4.3%	0.6%	3.1%	3.2%	11.6%

\*Public Safety includes Police, Fire, EMS, Fire Marshal and Emergency Management. Special Revenues includes UofH, Municipal Court and Juvenile Case Management funds.

\*\*Percentage increase since FY2008. Fiscal Year 2010 budget included 26.5 additional employees for Parks attributable to the opening of the City's Recreation Center/Natatorium, as well as two other new municipal facilities. Fiscal Year 2011 budget included 16 additional FTE Fire personnel to staff the new Fire Station #5 and provide 24/7 fire services at three stations. FY 2012 includes the addition of 17 FTE, 6 in the Fire Department, 4 in the Police Department, 4.5 in Parks & Recreation, and 3.75 funded in the Enterprise Fund, with .25 of one of these positions funded in the General Fund. Community Services decline of 18% of positions due to slowed development.

Does not include seasonal employees

**City of Pearland  
Employees by Service Area  
FY2008 - FY2012**



Service Area	FY2008	FY2009	FY2010	FY2011	FY2012	% Increase**
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General Government	70.5	72.5	74	74	74	5%
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Community Services	51.5	51.5	47	44.5	42	-18%
Economic Development	5	5	6	5	5	0%
Special Revenues*	0	0	1	1	3.5	100%
	545.0	565.5	601.5	616.5	633.5	16%

\*Public Safety includes Police, Fire, EMS, Fire Marshal and Emergency Management. Special Revenues includes UofH, Municipal Court and Juvenile Case Management funds.

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Does not include seasonal employees



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**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS FUNDED  
GENERAL FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	
			<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>HUMAN RESOURCES</b>				
	Printing of Employee Handbook		8,372	8,372
			8,372	8,372
<b>FINANCE</b>				
	Professional Development	5,000		5,000
	Safe Routes to School Plan		13,641	13,641
		5,000	13,641	18,641
<b>INFORMATION TECHNOLOGY*</b>				
	27 Desktop replacements year 2005*		35,100	35,100
	5 Desktop replacements year 2006*	6,500		6,500
	17 Laptop replacements year 2006*	39,100		39,100
	Domino1 Email Server replacement*	8,000		8,000
	LaserFiche Server replacement*	8,000		8,000
	Fiber Installation**			0
	FM-200 Waterless Fire Suppression System		25,000	25,000
		61,600	60,100	121,700
*Lease/purchase financing; **Funded in W&S @ \$60K				
<b>LIBRARY</b>				
	Office Supplies		90	90
	Magazine/Book Jackets		197	197
	Canon Scanner		170	170
			90	457
<b>CITY COUNCIL</b>				
	BCCA Meeting host	3,300	3,300	3,300
		3,300	3,300	3,300
<b>OTHER REQUIREMENTS</b>				
	Matching funds for 21 Police and 6 Fire Marshal Vests		8,027	8,027
			8,027	8,027
<b>PARKS FACILITIES MAINTENANCE</b>				
	Building Mtce Helper w/ permanent filters	36,587	17,000	53,587
	Cancellation of PM contract for HVAC	(49,992)		(49,992)
	Recycling Center roof repair		12,500	12,500
	Recycling Center repair & paint awning		60,000	60,000
	EMS walls repair & paint		4,000	4,000
	EMS Station 1 carpet		2,540	2,540
		(13,405)	96,040	82,635

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS FUNDED  
GENERAL FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>		<u>TOTAL</u>
			<u>RECURRING</u>	<u>NON-RECURRING</u>	
<b>PARKS MAINTENANCE</b>					
	2 replacement 72" Zero Turn Mowers			18,600	18,600
	Splash Pad TCEQ Compliance			41,800	41,800
				60,400	60,400
<b>PARKS MEDIANS/ROWS/WWT</b>					
	10' wide mower deck			11,907	11,907
				11,907	11,907
<b>PARKS RECREATION CENTER/NATATORIUM</b>					
	2 PT Water Safety Instructors	22,000	21,722		21,722
	4 PT Lifeguards	36,000	35,888		35,888
	Locker room floor covering			5,925	5,925
		58,000	57,610	5,925	63,535
<b>PARKS ATHLETICS</b>					
	Reallocation of expense from Contract Employment		(8,890)		(8,890)
	Part-time Ballfield Attendant		8,890		8,890
			0		0
<b>POLICE PATROL</b>					
	2 Police Officers w/shared car* (6 months)		81,805	54,370	136,175
	9 Replacement Patrol Vehicles*		315,922		315,922
	2 Replacement Patrol Vehicles Totaled*			85,260	85,260
	Narcotics Field Test Kits		8,850		8,850
			406,577	139,630	546,207
	*12 Vehicles funded w/lease/purchase				
<b>POLICE INVESTIGATIONS</b>					
	Clothing Allowance for 2 CID officers		2,000		2,000
			2,000		2,000
<b>POLICE JAIL</b>					
	1 Jailer		50,986	1,500	52,486
	Overtime savings		(53,000)		(53,000)
			(2,014)	1,500	(514)
<b>POLICE SUPPORT SERVICES</b>					
	BDA for Radio Reception			82,779	82,779
	Crime Victims Specialist*	42,000	51,304	500	51,804
	Audio/Visual Maintenance Contract		4,250		4,250
		42,000	55,554	83,279	138,833

\*Grant funded. Would fill only if grant received

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS FUNDED  
GENERAL FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>		
			<u>RECURRING</u>	<u>NON-RECURRING</u>	<u>TOTAL</u>
<b>POLICE LICENSE &amp; WEIGHT/COMMERCIAL VEHICLE</b>					
	Vehicle for DOT*			38,157	38,157
				38,157	38,157
	*Portion offset w/ DOT revenue; Lease/purchase financing				
<b>EMS</b>					
	1 Ambulance replacement & 1 Refurbish			196,000	196,000
				196,000	196,000
	*Grant match of \$35,000 to offset cost of new ambulance; Lease/ Purchase				
<b>FIRE SERVICES</b>					
	F-350 Crew Cab			52,876	52,876
	Fire Pumper*			550,000	550,000
	Station alerting system	23,329		56,738	80,067
	Physical fitness equipment			8,740	8,740
	Station bay doors maintenance	3,400			3,400
	Replacement rescue tools			25,359	25,359
	Fire Station Location Analysis			10,300	10,300
		26,729		704,013	730,742
	*Lease/purchase financing				
<b>FIRE MARSHAL</b>					
	Bunker Gear			5,030	5,030
	Body armor			1,779	1,779
	Uniforms	1,200			1,200
		1,200		6,809	8,009
<b>EOC</b>					
	Relocate LCD Flat Panels in EOC		967		967
	Wireless access point in EOC			650	650
			967	650	1,617
<b>ANIMAL CONTROL</b>					
	Animal Food	2,520			2,520
	4 Cell Phones for Staff	2,064			2,064
	Licensing Program w/ Maintenance	5,760	10,000		15,760
	Uniforms for 10 existing staff members	1,040			1,040
	Training/NACA & CET	4,150			4,150
	Travel/NACA & CET	7,160			7,160
		22,694	10,000		32,694

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS FUNDED  
GENERAL FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>		
			<u>RECURRING</u>	<u>NON-RECURRING</u>	<u>TOTAL</u>
<b>ENGINEERING</b>					
	1 Replacement vehicle*		19,155		19,155
			19,155		19,155
	*Lease/purchase financing				
<b>PERMITS &amp; INSPECTIONS</b>					
	Strucalc 8.0 Software			942	942
				942	942
<b>MUNICIPAL COURT</b>					
	Reinstitute pretrial hearings		17,100		17,100
	Printing/Color Informational Brochure		2,500		2,500
			19,600		19,600
<b>PLANNING</b>					
	Upgrade Computer to Laptop			1,000	1,000
	Training/Travel/Memberships		9,105		9,105
	Second Cell Phone for Department		660	75	735
			9,765	1,075	10,840
<b>PW-ADMINISTRATION</b>					
	1 Full-time Administrative Clerk*		8,364	1,500	9,864
			8,364	1,500	9,864
	*75% of salary and benefits funded in the W&S Fund				
<b>PW-FLEET MAINTENANCE</b>					
	18,000 lb 4-post Lift			15,885	15,885
				15,885	15,885
<b>PW-STREETS &amp; DRAINAGE</b>					
	Asphalt Road Rehabilitation	500,000	550,000		550,000
	Sidewalk Replacement Plan	331,072	331,072		331,072
	Rental of paving equipment		27,500		27,500
	1 Replacement Vehicle*		23,460		23,460
	1 Replacement Vehicle*		23,990		23,990
	Replacement Vactor Debris Body Tank & Rear Door*			88,850	88,850
		831,072	956,022	88,850	1,044,872
	*Lease/purchase financing				
<b>PW-SERVICE CENTER</b>					
	Generator Maintenance Contract	33,541	41,760		41,760
		33,541	41,760		41,760
<b>TOTAL</b>		<b>967,913</b>	<b>1,679,268</b>	<b>1,556,369</b>	<b>3,235,637</b>



**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS NOT FUNDED  
GENERAL FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>HUMAN RESOURCES</b>				
	Safety Officer	52,815	3,520	56,335
	Risk Manager w/ vehicle (9 mos.)	64,494	23,323	87,817
	Administrative Secretary	42,901	4,160	47,061
	HR Employment Kiosk Software Updates		645	645
	HR Employment Kiosk Monitors		750	750
	HR Applicant Tracking System		15,000	15,000
	HR Information System (HRIS)		35,000	35,000
	10' Conference Table		8,150	8,150
		160,210	90,548	250,758
<b>CITY SECRETARY</b>				
	Salary Adjustment for Deputy City Secretary	5,520		5,520
	Overtime Adjustment	675		675
	Codification of Ordinances (funded by different means)		4,651	4,651
		6,195	4,651	10,846
<b>FINANCE</b>				
	PT to FT Accounts Payable Clerk (Federal law postponed until 2013)	25,443		25,443
	Professional Development - BR	10,508		10,508
		35,951		35,951
<b>IT</b>				
	26 Replacement Desktops 2006		33,800	33,800
	Employee Training	9,700		9,700
		9,700	33,800	43,500
<b>LEGAL</b>				
	Books, subscriptions - BR	2,500		2,500
		2,500		2,500
<b>LIBRARY</b>				
	"Pearland Reads" movie licensing	700		700
		700		700
<b>OTHER REQUIREMENTS</b>				
	Service pins (instead of funding, give employees choice)	3,096		3,096
		3,096		3,096

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS NOT FUNDED  
GENERAL FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>PARKS FACILITIES MAINTENANCE</b>				
	Replace drinking fountain at Recycling Center		2,000	2,000
	Resurface Recycling Center floor		20,000	20,000
	City Hall conference room furniture*		18,000	18,000
	City Hall lobby furniture*		7,000	7,000
			47,000	47,000
	*Funded by other means			
<b>PARKS RECREATION CENTER/NATATORIUM</b>				
	Membership Sales Associate	43,492	1,500	44,992
		43,492	1,500	44,992
<b>PARKS MEDIANS/ROWS/WWT</b>				
	2 Part-time Seasonal Park Maintenance Workers	12,148		12,148
	3 72" zero turn mowers		27,900	27,900
	Landscape sign repair		17,000	17,000
		12,148	44,900	57,048
<b>PARKS MAINTENANCE</b>				
	Shade structures at Woody, Centennial & Zychlinski Parks		20,000	20,000
			20,000	20,000
<b>PARKS SPECIAL EVENTS</b>				
	Community garage sale billboards		2,800	2,800
			2,800	2,800
<b>PARKS YOUTH DEVELOPMENT</b>				
	Repair & paint vehicle		2,500	2,500
	Overtime for Recreation Attendant - BR	1,500		1,500
	Travel - BR	1,695		1,695
	Professional Development - BR	1,480		1,480
		4,675	2,500	7,175
<b>PARKS ADMINISTRATION</b>				
	Train depot renovation		274,000	274,000
			274,000	274,000
<b>POLICE ADMINISTRATION</b>				
	Assistant Police Chief - Incremental w/vehicle	13,925	38,255	52,180
		13,925	38,255	52,180
<b>POLICE INVESTIGATIONS</b>				
	Police Vehicle for Crime Scene		36,791	36,791
	Sergeant - Incremental w/vehicle	15,733	34,140	49,873
	1 Police Vehicle for Detective		27,615	27,615
	CID Assignment Pay	29,778		29,778
		45,511	98,546	144,057

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS NOT FUNDED  
GENERAL FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON-RECURRING</u>	<u>TOTAL</u>
<b>POLICE PATROL</b>				
	3 Police Officers (12 months)	230,589	17,610	248,199
	Reduce 2 Police Officers from 12 to 6 months, and reduce 1 shared car	60,486	46,320	106,806
	1 Police Officer w/shared car (6 months)	42,061	52,190	94,251
	4 Police Officers (6 months)	168,244	23,480	191,724
	Certificate Pay Increase	64,750		64,750
	2 Home Fleet Vehicles		92,640	92,640
	FTO Assignment Pay	28,324		28,324
	9 FTO Laptops	9,000	19,800	28,800
	Digital Cameras for Patrol		3,500	3,500
		603,454	255,540	858,994
<b>POLICE SUPPORT SERVICES</b>				
	TCO Certificate Pay	12,985		12,985
		12,985		12,985
<b>POLICE JAIL</b>				
	4 Jailers	216,295	6,000	222,295
		216,295	6,000	222,295
<b>EMS</b>				
	On Call Pay	12,149		12,149
	Auto Allowance for Assistant Director	5,400		5,400
	Road Safety System		29,155	29,155
		17,549	29,155	46,704
<b>FIRE SERVICES</b>				
	3 Fire Lieutenants*	210,117	8,385	218,502
	Brush Truck		132,695	132,695
	Chevy Tahoe-for Training Officer		41,715	41,715
	Incentive pay for drivers	19,758		19,758
	Flammable storage cabinets		5,994	5,994
	All-weather training aid - awaiting full field plan		8,800	8,800
	Metal building at training field - awaiting full field plan		55,840	55,840
	Office equipment for Volunteer Coord.	660	3,215	3,875
		230,535	256,644	487,179
	*Funded by other means - within SAFER grant			
<b>FIRE MARSHAL</b>				
	Fire Prevention Programs	5,465		5,465
		5,465		5,465

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS NOT FUNDED  
GENERAL FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>ANIMAL CONTROL</b>				
	3 cell phones for staff	1,548		1,548
	3 Full-time Animal Shelter Attendants	88,788		88,788
	Mobile Spay/Neuter Trailer Plus NR Supplies	20,000	70,902	90,902
	2 Laptops plus PC Aircards for field officers	1,200	4,400	5,600
	Programs/promotional items - BR	1,100		1,100
		112,636	75,302	187,938
<b>ENGINEERING</b>				
	Vehicle Allowance for Department Director	5,400		5,400
	2 Laptops for Engineering Inspectors plus Aircards	1,200	4,400	5,600
	1 Replacement Vehicle	18,500		18,500
	Training - BR	2,000		2,000
	Travel - BR	2,000		2,000
		29,100	4,400	33,500
<b>PERMITS &amp; INSPECTIONS</b>				
	1 Full-time Permit Clerk	25,367		25,367
	1 Full-time Plans Examiner	57,381	1,575	58,956
	2 Full-time Code Enforcement/Health Officers	104,869	7,500	112,369
	5 Toughbooks and Program		133,248	133,248
		187,617	142,323	329,940
<b>PLANNING</b>				
	Salary Adjustment - Office Coordinator	3,360		3,360
	1 Full-time Planner II	55,781	2,575	58,356
	Annexations		14,780	14,780
	Comprehensive Plan Update		200,000	200,000
	Airport Study		30,000	30,000
	New Vehicle	300	18,600	18,900
		59,441	265,955	325,396
<b>PROJECT MANAGEMENT</b>				
	New F-150 Truck	1,415	22,775	24,190
		1,415	22,775	24,190

**CITY OF PEARLAND  
 SUPPLEMENTAL AND CAPITAL REQUESTS NOT FUNDED  
 GENERAL FUND  
 FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>PW-STREETS &amp; DRAINAGE</b>				
	1 FT Light Equipment Operator	42,013	150	42,163
	Sidewalk Replacement Plan	52,338		52,338
	Road rehab/ditch regrading in annexed area		115,385	115,385
	Motor Grader		215,925	215,925
	Padfoot Compactor		128,780	128,780
	Tandem Asphalt Roller		164,660	164,660
	Regenerative Air Sweeper		176,095	176,095
	2 Gradall Bucket Replacements		12,000	12,000
		94,351	812,995	907,346
	<b>TOTAL GENERAL FUND</b>	<b>1,908,946</b>	<b>2,529,589</b>	<b>4,438,535</b>

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS FUNDED  
WATER AND SEWER FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>OTHER REQUIREMENTS</b>				
	Fiber Installation - IT		60,000	60,000
	9 Replacement CPU's and 5 replacement laptops	15,400	7,800	23,200
		15,400	67,800	83,200
<b>PW-LIFT STATIONS</b>				
	1 Replacement Vehicle - P128	21,935		21,935
		21,935		21,935
<b>PW-WASTEWATER TREATMENT</b>				
	Rebuild Far Northwest Centrifuge plus painting and supplies		25,000	25,000
	Paint and Supplies for FNW/SBR Basin		5,600	5,600
	WWTP Storm Water Discharge Plans*		12,500	12,500
	FNW/WWTP Fuel Tank		20,800	20,800
	1 Replacement Vehicle - U127	17,655		17,655
		17,655	63,900	81,555
	*1/2 funded by Engineering with J. Hargrove Contract			
<b>PW-WATER PRODUCTION</b>				
	1 FT Operator I (10 months), w/ vehicle	44,213	18,901	63,114
	1 FT Operator II (10 months), w/ vehicle	47,974	25,255	73,229
	Unidirectional Flushing Program (2012)	65,000	30,000	95,000
		157,187	74,156	231,343
<b>PW-W&amp;S DISTRIBUTION &amp; COLLECTION</b>				
	1 Replacement Vehicle - P184	24,638		24,638
		24,638		24,638
<b>PW-W&amp;S CONSTRUCTION</b>				
	Overtime savings on new Admin Clerk hiring	(3,656)		(3,656)
	1 Full-Time Administrative Clerk*	26,308		26,308
		22,652		22,652
	*25% of salary and benefits funded in General Fund			
<b>PW-W&amp;S GIS</b>				
	T2300 Post-script Printer w/ installation & support		14,416	14,416
	TopCon GPS Receiver	1,000	15,176	16,176
	1 Replacement Vehicle - P175	18,455		18,455
		19,455	29,592	49,047

**CITY OF PEARLAND  
 SUPPLEMENTAL AND CAPITAL REQUESTS FUNDED  
 WATER AND SEWER FUND  
 FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>W&amp;S REVENUE COLLECTIONS</b>				
	Upgrade to Customer Service Supervisor	1,355		1,355
	1 Field Service Technician (10 months) w/ vehicle	38,626	15,700	54,326
	Curbstop Replacements	10,000		10,000
	Meters for Changeout Program - 230	60,490		60,490
	Additional Drive-By Unit and Laptop		10,200	10,200
	1 Replacement Vehicle - P219	15,700		15,700
		126,171	25,900	152,071
	<b>TOTAL WATER AND SEWER FUND</b>	<b>405,093</b>	<b>261,348</b>	<b>666,441</b>

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS NOT FUNDED  
WATER AND SEWER FUND  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>PW-LIFT STATIONS</b>				
	4 Control Panel Replacements		28,000	28,000
			28,000	28,000
<b>PW-WASTEWATER TREATMENT</b>				
	Longwood WWTP Piping		70,000	70,000
			70,000	70,000
<b>PW-WATER PRODUCTION</b>				
	2 Operator I	103,021	7,006	110,027
	Sandblast and paint 11 Water Plants		90,569	90,569
	Secure Sample Station		20,000	20,000
	Computer Equipment for Magnolia Trailer		1,700	1,700
		103,021	119,275	222,296
<b>PW-W&amp;S DISTRIBUTION &amp; COLLECTION</b>				
	1 Maintenance Crew Leader including Vehicle	52,240	34,244	86,484
	2 Maintenance Workers including Vehicle	77,870	58,230	136,100
	1 Maintenance Worker/Vactor	38,013	350	38,363
	1 Maintenance Worker/Investigator	38,013	350	38,363
	Gooseneck Trailer		4,500	4,500
	Kubota Excavator		44,084	44,084
	Motor Equipment/Commercial		15,000	15,000
		206,136	156,758	362,894
<b>PW-W&amp;S CONSTRUCTION</b>				
	1 Crew Leader-Concrete Crew including Vehicle	55,391	26,188	81,579
	3 Maintenance Workers-Concrete Crew	117,576	44,541	162,117
	Concrete Truck		125,555	125,555
	Gooseneck Trailer		21,650	21,650
	Backhoe		67,918	67,918
	Articulating Loader		129,897	129,897
	Securenet Security System including Software		43,591	43,591
	Yard Concrete		35,000	35,000
		172,967	494,340	667,307
<b>PW-GIS</b>				
	GPS Field Tech I plus Vehicle	47,124	20,833	67,957
		47,124	20,833	67,957



**CITY OF PEARLAND  
 SUPPLEMENTAL AND CAPITAL REQUESTS NOT FUNDED  
 WATER AND SEWER FUND  
 FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON- RECURRING</u>	<u>TOTAL</u>
<b>W&amp;S REVENUE COLLECTIONS</b>				
	1 Field Service Technician	46,298	325	46,623
	2 PT Cashiers	37,855	1,550	39,405
	Parts for Old Curbstop Replacements		280,675	280,675
	Shirts for Office Staff	650		650
	Laptop for Field Service Technician		2,200	2,200
		84,803	284,750	369,553
	<b>TOTAL WATER AND SEWER FUND</b>	<b>614,051</b>	<b>1,173,956</b>	<b>1,788,007</b>

**CITY OF PEARLAND  
SUPPLEMENTAL AND CAPITAL REQUESTS FUNDED  
OTHER FUNDING SOURCES  
FY 2012 ADOPTED BUDGET**

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>RECURRING</u>	<u>NON-RECURRING</u>	<u>TOTAL</u>
<b>POLICE STATE SEIZURE FUND</b>				
	6 Field Training Officer laptops	3,600	13,200	16,800
	Wireless Access Points for PSB		3,900	3,900
	Cellebrite Forensic Extraction		8,085	8,085
	BEAST Evidence Analysis & Tracking software	200	2,050	2,250
	2 Laptops for Detectives w/ aircards	1,200	4,400	5,600
	2 Laptops for Special Investigations Unit w/ aircards	1,200	4,400	5,600
		<u>6,200</u>	<u>36,035</u>	<u>42,235</u>
<b>PARKS DEVELOPMENT FUND</b>				
	Dog Fence replacement at Southdown & Independence Parks		10,000	10,000
	Solar lights at Southdown & Independence Parks		30,000	30,000
			<u>40,000</u>	<u>40,000</u>
<b>GRANT FUND</b>				
	21 Police and 6 Fire Marshal bullet-proof vests*		8,027	8,027
			<u>8,027</u>	<u>8,027</u>
	*(50% of \$16,054)			
<b>COURT SECURITY FUND</b>				
	1 Part-time Bailiff	15,562		15,562
		<u>15,562</u>		<u>15,562</u>
<b>COURT TECHNOLOGY FUND</b>				
	Wireless capability for Court Suite at PSB	699	11,301	12,000
		<u>699</u>	<u>11,301</u>	<u>12,000</u>
	<b>TOTAL OTHER FUNDING SOURCES</b>	<u><b>22,461</b></u>	<u><b>95,363</b></u>	<u><b>117,824</b></u>

## AUTHORITY

The City of Pearland's Operating Budget is proposed and approved in accordance with State Law, the City Charter and the City Code of Ordinances

### PEARLAND CITY CHARTER ARTICLE 8 MUNICIPAL FINANCE

#### **SECTION 8.01 - Fiscal Year:**

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

#### **SECTION 8.02 - Preparation and Submission of Budget:**

The City Manager, between sixty (60) and ninety (90) days prior to the start of each fiscal year, shall submit to the Council a proposed budget, which budget shall provide a complete financial plan for the fiscal year and shall contain the following:

- (a) A budget message, explanatory of the budget, which shall contain an outline of the proposed financial policies of the City for the fiscal year, shall set forth the reasons for salient changes from the previous fiscal year in expenditures and revenue items, and shall explain any major changes in financial policy.
- (b) A consolidated statement of anticipated receipts and proposed expenditures for all funds.
- (c) An analysis of property valuations.
- (d) An analysis of tax rates.
- (e) Tax levies and tax collections by years for at least the immediate past five (5) years.
- (f) General funds resources in detail.
- (g) Special funds resources in detail.
- (h) Summary of proposed expenditures by function, department and activity.
- (i) Detailed estimates of expenditures shown separately for each activity to support the summary (h) above.
- (j) A revenue and expense statement for all types of bonds, time warrants and other indebtedness.
- (k) A description of all bond issues, time warrants and other indebtedness outstanding, showing rate of interest, date of issue, maturity date, and amount authorized, amount issued and amount outstanding.
- (l) A schedule of requirements for the principal and interest of each issue of bonds, time warrants and other indebtedness.
- (m) The appropriation ordinance.
- (n) The tax-levying ordinance.

#### **SECTION 8.03 - Anticipated Revenues Compared With Other Years in Budget:**

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

#### **SECTION 8.04 - Proposed Expenditures Compared With Other Years:**

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

#### **SECTION 8.05 - Budget a Public Record:**

The budget and all supporting schedules shall be filed with the person performing the duties of City Secretary, submitted to the Council and shall be a public record.

#### **SECTION 8.06 - Notice of Public Hearing on Budget:**

At the meeting of the City Council at which the budget is submitted, the City Council shall cause to be published in the official newspaper of the City of Pearland, a notice of the hearing setting forth the time and place thereof at least five (5) days before the date of such meeting.

**SECTION 8.07 - Public Hearing on Budget:**

At the time and place set forth in the notice required by Section 8.06, or at any time and place to which such public hearing shall from time to time be adjourned, the City Council shall hold a public hearing on the budget submitted and all interested persons shall be given an opportunity to be heard for or against any item or amount of any items therein contained.

**SECTION 8.08 - Proceedings on Budget After Public Hearings:**

If the Council should insert new items in the budget after the conclusion of the public meeting mentioned in Section 8.07, then the same procedures of notification in the official newspaper and another public hearing shall be required before adoption of the budget.

**SECTION 8.09 - Vote Required for Adoption:**

The budget shall be adopted by a majority of the members of the whole City Council.

**SECTION 8.10 - Date of Final Adoption: (Amended 5/2010)**

The City's annual budget must be adopted at the last regularly scheduled council meeting of September prior to the beginning of the fiscal year to allow compliance with the state tax laws. Should the City Council fail to so adopt a budget, the then existing budget, together with its tax levying ordinance and its appropriation ordinance, shall be deemed adopted for the ensuing fiscal year.

**SECTION 8.11 - Effective Date of Budget; Certification; Copies Made Available:**

Upon final adoption, the budget shall be in effect for the fiscal year. A copy of the budget, as finally adopted, shall be filed with the person performing the duties of City Secretary, the County Clerk of Brazoria County, and the State Comptroller of Public Accounts at Austin. The final budget shall be mimeographed or otherwise reproduced and copies shall be made available for the use of all offices, departments, and agencies and for the use of interested persons and civic organizations. A reasonable cost based on state recommendation will be charged for copies of city budgets to all interested parties.

**SECTION 8.12 - Budget Established Appropriations:**

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

**SECTION 8.13 - Budget Established Amount to be Raised by Property Tax:**

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

**SECTION 8.14 - Contingent Appropriation: (Amended 5/5/90)**

Provision shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount not more than seven per centum of the total budget to be used in case of unforeseen items of expenditures. Such contingent appropriation shall be under the control of the City Manager and distributed by him/her, after approval by the City Council. Expenditures from this appropriation shall be made only in case of established emergencies and a detailed account of such expenditures shall be recorded and reported at the next regular meeting and bi-annually in the official newspaper of the City of Pearland. All money remaining in the contingency fund shall be utilized so as to draw the maximum income for the City yet remains liquid to be used if needed. Any amount remaining at the end of the year shall be directly forwarded into next year's contingency fund to be applied toward that year's total seven per cent contingency fund.

**SECTION 8.15 - Estimated Expenditures Shall Not Exceed Estimated Resources:**

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

**SECTION 8.16 - Emergency Appropriations:**

At any time in any fiscal year, the Council may, pursuant to this section, make emergency appropriations to meet a pressing need for public expenditure, for other than regular or recurring requirements, to protect the public health, safety or welfare. Such appropriations shall be by ordinance adopted by the majority vote of the Council members at one special or regular meeting.

**SECTION 8.17 - Purchase Procedure: (Amended 4/6/74; 4/3/82)**

All purchases made and contracts executed by the City shall be pursuant to a requisition from the head of the office, department or agency whose appropriation will be charged, and no contract or order shall be binding upon the City unless and until the City Manager certifies that there is to the credit of such office, department or agency a sufficient unencumbered appropriation and allotment balance to pay for the supplies, materials, equipment, or contractual services for which the contract or order is issued. All purchases made and contract executed by the City shall be made in accordance with the requirements of this Charter and all applicable requirements of the Constitution and Statutes of the State of Texas. All contracts for purchases or expenditures must be expressly approved in advance by the Council, except that the Council may by ordinance confer upon the City Manager, general authority to contract for expenditures without further approval of the Council for all budgeted items the cost of which do not exceed the constitutional and statutory requirements for competitive bidding.

**SECTION 8.18 - Disbursement of Funds:**

All checks, vouchers or warrants for the withdrawal of money from the City Depository shall be signed by the City Manager or the Mayor, and countersigned by the City Secretary, or the City Treasurer, or one member of the City Council.

**SECTION 8.19 - Power to Tax: (Amended 4/7/84)**

The City Council shall have the power, and is hereby authorized to levy and collect an annual tax upon all real and personal property within the City not to exceed the maximum limits set by the Constitution and laws of the State of Texas as they now exist, or as they may be amended.

**SECTION 8.20 - Property Subject to Tax; Rendition, Appraisal and Assessment:**

*(Amended 4/7/84)*

All real and tangible and intangible personal property within the jurisdiction of the City of Pearland not expressly exempted by law shall be subject to annual taxation. The method and procedure for the rendition, appraisal and assessment of all real and personal property within the City shall be in accordance with applicable provisions of the Property Tax Code of the State of Texas as now or hereafter amended.

**SECTION 8.21 - Taxes, When Due and Payable: (Amended 4/7/84)**

All taxes due the City of Pearland shall be payable to the office of the city assessor-collector on receipt of the tax bill and shall be considered delinquent if not paid before February 1 of the year following the year in which imposed. The postponement of any delinquency date and the amount of penalty, interest and costs to be imposed on delinquent taxes shall be in accordance with applicable ordinances of the City of Pearland and the Property Tax Code of the State of Texas.

**SECTION 8.22 - Tax Liens:**

- (a) Except for such restrictions imposed by law, the tax levied by the City is hereby declared to be a lien, charge, or encumbrance upon the property upon which the tax is due, which lien, charge or encumbrance the City is entitled to enforce and foreclose in any court having jurisdiction over the same, and the lien, charge or encumbrance on the property in favor of the City, for the amount of taxes due on such property is such as to give the state courts jurisdiction to enforce and foreclose said lien on the property on which the tax is due, not only as against any resident of this state or person whose residence is unknown, but also as against nonresidents. All taxes upon real estate shall especially be a lien and a charge upon the property upon which the taxes are due, which lien may be foreclosed in any court having jurisdiction. The City's tax lien shall exist from January 1st in each year until the taxes are paid, and limitations as to seizures and suits for collection of taxes shall be as prescribed by state law.

- (b) Except for such exemptions and restrictions imposed by law, all persons, associations, corporations, firms and partnerships owning or holding personal property or real property in the City of Pearland on January 1st of each year shall be liable for City taxes levied thereon for each year. The tangible personal property of all persons, associations, corporations, firms or partnerships owing any taxes to the City of Pearland is hereby made liable for all said taxes, whether the same be due upon personal or real property or upon both.
- (c) All seizure and foreclosure proceedings shall be commenced no later than two years after taxes first become delinquent.

**SECTION 8.23 - Tax Remission and Discounts: (Amended 4/7/84)**

Except as provided by state law, neither the City Council nor any other official of the City shall ever extend the time for payment of taxes nor remit, discount or compromise any tax legally due the City, nor waive the penalty, interest and costs that may be due thereon to or for any person, association, firm or partnership owing taxes to the City for such year or years.

**SECTION 8.24 - Issuance of Bonds:**

The City of Pearland shall have the power to issue bonds and levy a tax to support the issue of permanent improvements and all other lawful purposes.

- (a) General Obligation Bonds -  
The City shall have the power to borrow money on the credit of the City and to issue general obligation bonds for permanent public improvements or for any other public purpose not prohibited by the Constitution and laws of the State of Texas and to issue refunding bonds to refund outstanding bonds of the City previously issued. All such bonds shall be issued in conformity with the laws of the State of Texas and shall be used only for the purpose for which they were issued.
- (b) Revenue Bonds -  
The City shall have the power to borrow money for the purpose of construction, purchasing, improving, extending or repairing of public utilities, recreational facilities or both any other self-liquidating municipal function not prohibited by the Constitution and laws of the State of Texas and to issue revenue bonds to evidence the obligation created thereby, and to issue refunding bonds to refund outstanding revenue bonds of the City previously issued. All such bonds shall be issued in conformity with the laws of the State of Texas and shall be used only for the purpose for which they were issued.
- (c) Sale of Bonds -  
No bonds (other than refunding bonds issued to refund and in exchange of previously issued outstanding bonds) issued by the City shall be sold for less than par value accrued interest. All bonds of the City having been issued or sold in accordance with the terms of this section and having been delivered to the purchasers thereof shall thereafter be incontestable and all bonds issued to refund and in exchange of outstanding bonds previously issued shall, after said exchange, be incontestable.

**ORDINANCE NO.1453**

**AN APPROPRIATION ORDINANCE ADOPTING A REVISED BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2011 AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2011, AND ENDING SEPTEMBER 30, 2012, AND PAY PLANS FOR FISCAL YEAR 2012.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEARLAND, TEXAS:**

**Section 1.** That the City Manager's estimated 2010-2011 Budget and proposed 2011-2012 Budget, attached hereto as Exhibit "A" and Exhibit "B", be adopted in compliance with provisions of Article 8 of the Home Rule Charter of the City of Pearland, Texas which sets forth certain specific requirements as to the City of Pearland,

**Section 2.** The City Council hereby adopts a revised budget for the current fiscal year ending September 30, 2011 consisting of certain appropriations, more specifically identified on Exhibit "A" attached hereto.

**Section 3.** That City Council hereby appropriates certain sums, more specifically identified on Exhibit "B" attached hereto, for the proposed fiscal year 2011-2012 Budget.

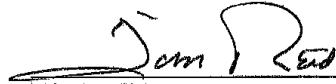
**Section 4.** That the City Council hereby confers upon the City Manager general authority to contract for expenditures without further approval of the Council for all budgeted items the cost of which do not exceed the constitutional and statutory requirements for competitive bidding.

**Section 5.** That the City Council deems the Pay Plans (Exhibit "C") and Organizational Plan contained in the 2011-2012 Budget to be in the best interest of the City and is hereby adopted.

**Section 6.** That this ordinance shall become effective from and after its passage on second and final reading.

**ORDINANCE NO.1453**

PASSED and APPROVED ON FIRST READING this the 19<sup>th</sup> day of September, A.  
D., 2011.


  
\_\_\_\_\_  
TOM REID  
MAYOR

ATTEST:

  
\_\_\_\_\_  
YOUNG LORFING, TRMC  
CITY SECRETARY



PASSED and APPROVED ON SECOND and FINAL READING this the 26<sup>th</sup> day of  
September, A. D., 2011.

  
\_\_\_\_\_  
TOM REID  
MAYOR

ATTEST:

  
\_\_\_\_\_  
YOUNG LORFING, TRMC  
CITY SECRETARY



APPROVED AS TO FORM:

  
\_\_\_\_\_  
DARRIN M. COKER  
CITY ATTORNEY



# EXHIBIT A

## City of Pearland Fiscal Year 2010-2011 Revised Budget

Exhibit "A"  
Ordinance No. 1453

Fund #	Fund Description	REVENUES			EXPENDITURES		
		2011 Adopted	2011 Revised	\$ Change	2011 Adopted	2011 Revised	\$ Change
010	General	\$48,976,401	\$49,511,492	\$535,091	\$49,666,944	\$50,678,914	\$1,011,970
015	P.E.D.C.	\$6,970,933	\$7,214,713	\$243,780	\$6,696,729	\$4,921,222	(\$1,775,507)
020	Debt Service-General	\$23,590,169	\$25,426,810	\$1,836,641	\$25,506,025	\$27,121,131	\$1,615,106
030	Proprietary Funds						
	Water and Sewer	\$28,266,262	\$30,879,689	\$2,614,427	\$29,458,867	\$31,110,203	\$1,651,336
031	Solid Waste	\$7,443,827	\$7,263,192	(\$180,635)	\$7,440,984	\$7,334,566	(\$106,418)
	<u>Special Revenue Funds</u>						
017	Municipal Court	\$51,666	\$55,324	\$3,658	\$66,772	\$67,814	\$1,042
018	Citywide Donation	\$22,317	\$27,490	\$5,173	\$5,591	\$30,717	\$25,126
019	Court Technology	\$63,329	\$66,906	\$3,577	\$62,326	\$70,913	\$8,587
023	Court Juvenile Management	\$62,934	\$61,592	(\$1,342)	\$43,030	\$50,653	\$7,623
035	Traffic Impact Improvement	\$1,093	\$800	(\$293)	\$0	\$750	\$750
043	Regional Detention	\$0	\$7	\$7	\$0	\$4,040	\$4,040
045	Hotel/Motel	\$624,525	\$609,858	(\$14,667)	\$569,529	\$613,940	\$44,411
046	Parks Donations	\$67,062	\$61,207	(\$5,855)	\$68,000	\$36,798	(\$31,202)
047	Park & Recreation Development	\$51,100	\$81,940	\$30,840	\$474,776	\$482,033	\$7,257
049	Tree Trust	\$7	\$3,412	\$3,405	\$5,000	\$5,000	\$0
055	Sidewalk	\$25,455	\$16,144	(\$9,311)	\$0	\$0	\$0
060	Police State Seizure	\$50,154	\$75,540	\$25,386	\$137,542	\$132,717	(\$4,825)
062	Federal Police	\$49	\$40	(\$9)	\$0	\$0	\$0
101	Grant	\$798,917	\$826,926	\$28,009	\$809,087	\$831,236	\$22,149
105	Community Development	\$326,128	\$712,547	\$386,419	\$326,087	\$704,862	\$378,775
116	Community Development Recovery	\$0	\$38,590	\$38,590	\$0	\$49,703	\$49,703
120	Management District 1	\$0	\$138	\$138	\$0	\$198,278	\$198,278
140	University of Houston	\$251,177	\$303,701	\$52,524	\$251,177	\$307,750	\$56,573
095	Property/Liability Insurance Fund	\$985,179	\$1,043,475	\$58,296	\$870,159	\$1,104,419	\$234,260
	Sub-Total Operations	\$118,627,684	\$124,281,533	\$5,653,849	\$122,558,625	\$125,857,659	\$3,299,034

Fund #	Fund Description	REVENUES			EXPENDITURES		
		2011 Adopted	2011 Revised	\$ Change	2011 Adopted	2011 Revised	\$ Change
CAPITAL IMPROVEMENT PROGRAM (CIP)							
	Water/Sewer CIP						
042	Utility Impact Fee	\$2,850,860	\$3,333,298	\$482,438	\$2,240,399	\$16,644,209	\$14,403,810
044	Shadow Creek Impact Fee	\$1,257,024	\$708,609	(\$548,415)	\$2,337,626	\$2,350,036	\$12,410
064	1998 Certificate of Obligation	\$0	\$1,492	\$1,492	\$0	\$953,225	\$953,225
067	1999 W & S Revenue Bonds	\$7,229,948	\$7,024,102	(\$205,846)	\$6,411,576	\$10,852,464	\$4,440,888
301	Water/Sewer Pay As You Go	\$500	\$1,939	\$1,439	\$125,000	\$819,019	\$694,019
Capital Projects Funds							
050	Capital Projects	\$3,225,033	\$1,107,901	(\$2,117,132)	\$3,344,065	\$6,442,684	\$3,098,619
068	Capital Projects-CO 2001	\$3,700	\$875,942	\$872,242	\$519,706	\$2,106,399	\$1,586,693
070	Capital Projects Mobility CO 2001	\$23,000	\$104,902	\$81,902	\$273,964	\$13,556,867	\$13,282,903
200	Capital Projects-CO 2006	\$684,192	\$649,476	(\$34,716)	\$41,224	\$5,934,697	\$5,893,473
201	Capital Projects-CO 2007	\$27,500	\$201,611	\$174,111	\$1,421,988	\$1,773,134	\$351,146
202	Capital Projects-GO 2007A	\$1,870,000	\$3,150,263	\$1,280,263	\$2,095,461	\$4,636,930	\$2,541,469
203	Capital Projects-GO 2009	\$5,429,402	\$16,193,555	\$10,764,153	\$1,868,664	\$13,010,191	\$11,141,527
	Sub-Total CIP	\$22,601,159	\$33,353,090	\$10,751,931	\$20,679,673	\$79,079,855	\$58,400,182
	TOTAL:	\$141,228,843	\$157,634,623	\$16,405,780	\$143,238,298	\$204,337,514	\$61,699,216

**EXHIBIT B**  
**City of Pearland**  
**Fiscal Year 2011-2012 Adopted Budget**

<u>Fund #</u>	<u>Fund Description</u>	<u>REVENUES</u> <u>2012 Adopted</u>	<u>EXPENDITURES</u> <u>2012 Adopted</u>
<b>OPERATIONS-</b>			
010	General	\$51,071,229	\$51,525,953
015	P.E.D.C.	\$7,193,784	\$7,016,181
020	Debt Service-General	\$26,141,191	\$27,055,689
<u>Special Revenue Funds</u>			
017	Municipal Court	\$57,295	\$72,720
018	Citywide Donation	\$24,587	\$929
019	Court Technology	\$68,448	\$52,601
023	Court Juvenile Management	\$82,846	\$58,314
035	Traffic Impact Improvement	\$1,478	\$0
045	Hotel/Motel	\$627,814	\$434,627
046	Parks Donations	\$27,446	\$28,500
047	Park & Recreation Development	\$39,562	\$58,000
049	Tree Trust	\$13	\$4,000
055	Sidewalk	\$20,646	\$12,072
060	Police State Seizure	\$50,444	\$107,135
062	Federal Police	\$67	\$0
101	Grant	\$667,991	\$667,930
105	Community Development	\$277,102	\$277,102
140	University of Houston	\$300,819	\$300,774
095	Property/Liability Insurance Fund	\$1,045,748	\$1,045,748
<u>Proprietary Funds</u>			
030	Water and Sewer	\$29,137,779	\$31,915,320
031	Solid Waste	\$7,405,217	\$7,444,474
<b>SUB TOTAL - OPERATIONS</b>		<b>\$124,221,506</b>	<b>\$128,078,069</b>
<b>CAPITAL IMPROVEMENT PROGRAM (CIP) -</b>			
<u>Water/Sewer Capital Projects Funds</u>			
042	Utility Impact Fee	\$6,133,919	\$6,950,950
044	Shadow Creek Impact Fee	\$756,244	\$877,222
067	1999 W & S Revenue Bonds	\$7,791,037	\$9,661,608
301	Water/Sewer Pay As You Go	\$1,259,997	\$1,666,759
<u>Capital Projects Funds</u>			
050	Capital Projects	\$725,000	\$1,012,014
068	Capital Projects-CO 2001	\$339,493	\$2,309,604
070	Capital Projects Mobility CO 2001	\$0	\$743,549
200	Capital Projects-CO 2006	\$2,429	\$68,164
201	Capital Projects-CO 2007	\$2,700	\$0
202	Capital Projects-GO Series 2007A	\$0	\$64,811
203	Capital Projects-GO Series 2009	\$9,587,212	\$9,715,322
<b>SUB TOTAL - CIP</b>		<b>\$26,598,031</b>	<b>\$33,070,003</b>
<b>GRAND TOTAL:</b>		<b>\$150,819,537</b>	<b>\$161,148,072</b>

**EXHIBIT C**

**SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011-2012**  
**In Salary Range Order**

OCCUPATIONAL JOB TITLE	SALARY RANGE		Annual		Hourly	
	7	8	Annual	Hourly	Annual	Hourly
Recreation Attendant	7	8	\$17,065	\$8,2041	\$21,331	\$10,2552
Ballfield Attendant	7	9	\$17,065	\$8,2041	\$21,331	\$10,2552
Fitness Attendant	7	10	\$17,065	\$8,2041	\$21,331	\$10,2552
Recycling Center Attendant	7	11	\$17,065	\$8,2041	\$21,331	\$10,2552
Lifeguard	7	12	\$17,065	\$8,2041	\$21,331	\$10,2552
Lifeguard w/WSI	8	13	\$17,490	\$8,4086	\$21,862	\$10,5108
Head Lifeguard	9	14	\$17,929	\$8,6195	\$22,411	\$10,7744
	10	15	\$18,375	\$8,8343	\$22,969	\$11,0428
	11	16	\$18,835	\$9,0554	\$23,544	\$11,3193
	12	17	\$19,307	\$9,2820	\$24,133	\$11,6025
	13	18	\$19,791	\$9,5149	\$24,739	\$11,8937
	14	19	\$20,284	\$9,7518	\$25,355	\$12,1897
Animal Shelter Attendant	15		\$20,791	\$9,9955	\$25,988	\$12,4944
Water Safety Instructor	15		\$20,791	\$9,9955	\$25,988	\$12,4944
	16		\$21,311	\$10,2456	\$26,639	\$12,8070
	17		\$21,844	\$10,5021	\$27,305	\$13,1276
Fleet Services Assistant	18		\$22,390	\$10,7644	\$27,988	\$13,4555
Humane Officer-in-Training	18		\$22,390	\$10,7644	\$27,988	\$13,4555
Custodian	19		\$22,950	\$11,0337	\$28,688	\$13,7921

SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011-2012  
In Salary Range Order

**EXHIBIT C**

OCCUPATIONAL JOB TITLE	SALARY RANGE		Annual		Hourly			
	Min	Max	Min	Max	Min	Max		
HR Records Technician	20		\$23,523	\$11,3093	\$29,404	\$14,1366	\$35,285	\$16,9639
Administrative Clerk	20		\$23,523	\$11,3093	\$29,404	\$14,1366	\$35,285	\$16,9639
Receptionist/Switchboard Operator	20		\$23,523	\$11,3093	\$29,404	\$14,1366	\$35,285	\$16,9639
Police Receptionist	20		\$23,523	\$11,3093	\$29,404	\$14,1366	\$35,285	\$16,9639
Parks Maintenance Worker I	21		\$24,112	\$11,5922	\$30,140	\$14,4903	\$36,168	\$17,3883
Building Maintenance Helper	21		\$24,112	\$11,5922	\$30,140	\$14,4903	\$36,168	\$17,3883
Water & Sewer Line Maintenance Worker	22		\$24,715	\$11,8820	\$30,893	\$14,8525	\$37,072	\$17,8230
Water & Sewer Construction Worker	22		\$24,715	\$11,8820	\$30,893	\$14,8525	\$37,072	\$17,8230
Records Technician (City Secretary)	22		\$24,715	\$11,8820	\$30,893	\$14,8525	\$37,072	\$17,8230
Lift Station Operator-in-Training	22		\$24,715	\$11,8820	\$30,893	\$14,8525	\$37,072	\$17,8230
Water Production Operator-in-Training	22		\$24,715	\$11,8820	\$30,893	\$14,8525	\$37,072	\$17,8230
Wastewater Operator-in-Training	22		\$24,715	\$11,8820	\$30,893	\$14,8525	\$37,072	\$17,8230
Senior Center Shuttle Bus Driver	22		\$24,715	\$11,8820	\$30,893	\$14,8525	\$37,072	\$17,8230
Customer Service Clerk	23		\$25,332	\$12,1787	\$31,665	\$15,2234	\$37,998	\$18,2681
Utility Billing Cash Clerk	23		\$25,332	\$12,1787	\$31,665	\$15,2234	\$37,998	\$18,2681
Permit Clerk I	23		\$25,332	\$12,1787	\$31,665	\$15,2234	\$37,998	\$18,2681
Records Clerk	23		\$25,332	\$12,1787	\$31,665	\$15,2234	\$37,998	\$18,2681
Court Records Specialist	23		\$25,332	\$12,1787	\$31,665	\$15,2234	\$37,998	\$18,2681
Utility Billing Records Technician	24		\$25,965	\$12,4832	\$32,456	\$15,6040	\$38,948	\$18,7248
Utility Billing Clerk	24		\$25,965	\$12,4832	\$32,456	\$15,6040	\$38,948	\$18,7248
Sign Technician	24		\$25,965	\$12,4832	\$32,456	\$15,6040	\$38,948	\$18,7248
Park Maintenance Worker II	24		\$25,965	\$12,4832	\$32,456	\$15,6040	\$38,948	\$18,7248
ROW Inspector	24		\$25,965	\$12,4832	\$32,456	\$15,6040	\$38,948	\$18,7248
Deputy Court Clerk I	25		\$26,614	\$12,7951	\$33,267	\$15,9939	\$39,921	\$19,1927
Court Bailiff	25		\$26,614	\$12,7951	\$33,267	\$15,9939	\$39,921	\$19,1927
Light Equipment Operator	25		\$26,614	\$12,7951	\$33,267	\$15,9939	\$39,921	\$19,1927
Preventative Maintenance Mechanic	25		\$26,614	\$12,7951	\$33,267	\$15,9939	\$39,921	\$19,1927
Accounts Payable Clerk	25		\$26,614	\$12,7951	\$33,267	\$15,9939	\$39,921	\$19,1927

SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011-2012  
In Salary Range Order

**EXHIBIT C**

OCCUPATIONAL JOB TITLE	SALARY RANGE	Annual		Hourly	
		Annual	Hourly	Annual	Hourly
Mechanic I	26	\$27,279	\$13,1148	\$34,099	\$16,3936
Secretary	26	\$27,279	\$13,1148	\$34,099	\$16,3936
Field Services Technician	26	\$27,279	\$13,1148	\$34,099	\$16,3936
Meter Reader	26	\$27,279	\$13,1148	\$34,099	\$16,3936
Delinquent Account Specialist	26	\$27,279	\$13,1148	\$34,099	\$16,3936
Recycle Center Technician	26	\$27,279	\$13,1148	\$34,099	\$16,3936
Collections Coordinator	27	\$27,962	\$13,4434	\$34,953	\$16,8043
Humane Officer	27	\$27,962	\$13,4434	\$34,953	\$16,8043
Shelter Coordinator	27	\$27,962	\$13,4434	\$34,953	\$16,8043
Senior Court Clerk	29	\$29,377	\$14,1236	\$36,721	\$17,6545
Plans Coordinator	29	\$29,377	\$14,1236	\$36,721	\$17,6545
Heavy Equipment Operator	29	\$29,377	\$14,1236	\$36,721	\$17,6545
GPS Field Technician	29	\$29,377	\$14,1236	\$36,721	\$17,6545
Juvenile Case Manager	29	\$29,377	\$14,1236	\$36,721	\$17,6545
Police Records Team Leader	29	\$29,377	\$14,1236	\$36,721	\$17,6545
CCTV Technician	29	\$29,377	\$14,1236	\$36,721	\$17,6545
Traffic Signal Trainee	29	\$29,377	\$14,1236	\$36,721	\$17,6545
Senior Humane Officer	29	\$29,377	\$14,1236	\$36,721	\$17,6545
Administrative Secretary	30	\$30,111	\$14,4766	\$37,639	\$18,0958
HR Assistant I	30	\$30,111	\$14,4766	\$37,639	\$18,0958
Accounting Technician	30	\$30,111	\$14,4766	\$37,639	\$18,0958
Project Coordinator	30	\$30,111	\$14,4766	\$37,639	\$18,0958
GPS Technician II	30	\$30,111	\$14,4766	\$37,639	\$18,0958
Traffic Signal Technician I	30	\$30,111	\$14,4766	\$37,639	\$18,0958
	31	\$30,862	\$14,8376	\$38,578	\$18,5470
Custodial Crew Leader	32	\$31,636	\$15,2098	\$39,545	\$19,0122

**SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011-2012**  
In Salary Range Order

**EXHIBIT C**

OCCUPATIONAL JOB TITLE	SALARY RANGE		Annual		Hourly		Annual	Hourly
	Min	Max	Min	Max	Min	Max	Min	Max
Parks Crew Leader	33		\$32,427	\$15,5898	\$40,534	\$19,4873	\$48,640	\$23,3847
Property Room Technician	33		\$32,427	\$15,5898	\$40,534	\$19,4873	\$48,640	\$23,3847
Public Works Operator I	34		\$33,237	\$15,9792	\$41,546	\$19,9740	\$49,855	\$23,9688
Office Coordinator	34		\$33,237	\$15,9792	\$41,546	\$19,9740	\$49,855	\$23,9688
Building Maintenance Crew Leader	34		\$33,237	\$15,9792	\$41,546	\$19,9740	\$49,855	\$23,9688
Building/Aquatic Maintenance Technician	34		\$33,237	\$15,9792	\$41,546	\$19,9740	\$49,855	\$23,9688
Computer Technician	34		\$33,237	\$15,9792	\$41,546	\$19,9740	\$49,855	\$23,9688
Mapping Specialist	34		\$33,237	\$15,9792	\$41,546	\$19,9740	\$49,855	\$23,9688
Recycle Center Coordinator	34		\$33,237	\$15,9792	\$41,546	\$19,9740	\$49,855	\$23,9688
Utility Inspector	34		\$33,237	\$15,9792	\$41,546	\$19,9740	\$49,855	\$23,9688
Legal Secretary	35		\$34,069	\$16,3793	\$42,586	\$20,4742	\$51,104	\$24,5690
HR Assistant II	35		\$34,069	\$16,3793	\$42,586	\$20,4742	\$51,104	\$24,5690
Accounts Payable Supervisor	35		\$34,069	\$16,3793	\$42,586	\$20,4742	\$51,104	\$24,5690
Customer Service Supervisor	35		\$34,069	\$16,3793	\$42,586	\$20,4742	\$51,104	\$24,5690
Engineering Inspector II	35		\$34,069	\$16,3793	\$42,586	\$20,4742	\$51,104	\$24,5690
Traffic Signal Technician II	35		\$34,069	\$16,3793	\$42,586	\$20,4742	\$51,104	\$24,5690
Code Enforcement / Health Officer	36		\$34,920	\$16,7883	\$43,650	\$20,9854	\$52,380	\$25,1825
Executive Secretary	36		\$34,920	\$16,7883	\$43,650	\$20,9854	\$52,380	\$25,1825
Deputy City Secretary	36		\$34,920	\$16,7883	\$43,650	\$20,9854	\$52,380	\$25,1825
Program Specialist	36		\$34,920	\$16,7883	\$43,650	\$20,9854	\$52,380	\$25,1825
Jailer	37		\$35,793	\$17,2081	\$44,741	\$21,5101	\$53,689	\$25,8121
Telecommunications Operator	37		\$35,793	\$17,2081	\$44,741	\$21,5101	\$53,689	\$25,8121
Crime Victim Specialist	37		\$35,793	\$17,2081	\$44,741	\$21,5101	\$53,689	\$25,8121
Public Works Crew Leader	38		\$36,687	\$17,6382	\$45,859	\$22,0477	\$55,031	\$26,4572
Public Works Operator II	38		\$36,687	\$17,6382	\$45,859	\$22,0477	\$55,031	\$26,4572
Field Service Crew Leader (UB)	38		\$36,687	\$17,6382	\$45,859	\$22,0477	\$55,031	\$26,4572
Recreation Specialist	38		\$36,687	\$17,6382	\$45,859	\$22,0477	\$55,031	\$26,4572
Assistant Athletic Coordinator	38		\$36,687	\$17,6382	\$45,859	\$22,0477	\$55,031	\$26,4572

**SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011 - 2012**  
(In Salary Range Order)

**EXHIBIT C**

OCCUPATIONAL JOB TITLE	SALARY RANGE		Annual		Hourly		Annual	Hourly
	Min	Max	Min	Max	Min	Max		
Chief Mechanic	38		\$36,687	\$17,6382	\$45,859	\$22,0477	\$55,031	\$26,4572
GIS Technician	38		\$36,687	\$17,6382	\$45,859	\$22,0477	\$55,031	\$26,4572
Web/Cable Administrator	38		\$36,687	\$17,6382	\$45,859	\$22,0477	\$55,031	\$26,4572
Building Inspector Trainee	39		\$37,604	\$18,0790	\$47,005	\$22,5988	\$56,407	\$27,1185
Senior Code Enforcement / Health Officer	39		\$37,604	\$18,0790	\$47,005	\$22,5988	\$56,407	\$27,1185
Park Supervisor	40		\$38,545	\$18,5311	\$48,181	\$23,1639	\$57,817	\$27,7967
Recreation Center Supervisor	40		\$38,545	\$18,5311	\$48,181	\$23,1639	\$57,817	\$27,7967
Therapeutic Recreation Specialist	40		\$38,545	\$18,5311	\$48,181	\$23,1639	\$57,817	\$27,7967
Building Maintenance Supervisor	40		\$38,545	\$18,5311	\$48,181	\$23,1639	\$57,817	\$27,7967
Senior Engineering Technician	40		\$38,545	\$18,5311	\$48,181	\$23,1639	\$57,817	\$27,7967
Engineering Inspector III	40		\$38,545	\$18,5311	\$48,181	\$23,1639	\$57,817	\$27,7967
Public Works Supervisor	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
GIS Specialist	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Urban Forester	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Project Coordinator	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Athletic Coordinator	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Senior Center Coordinator	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Special Events Coordinator	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Youth Development Coordinator	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Telecommunications Team Leader	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Crime Victim Liaison	41		\$39,510	\$18,9950	\$49,387	\$23,7438	\$59,265	\$28,4926
Building Inspector	42		\$40,496	\$19,4693	\$50,620	\$24,3366	\$60,744	\$29,2039
Fire Inspector / Investigator	42		\$40,496	\$19,4693	\$50,620	\$24,3366	\$60,744	\$29,2039
Emergency Management Planner	42		\$40,496	\$19,4693	\$50,620	\$24,3366	\$60,744	\$29,2039
Assistant Recreation Center Manager	42		\$40,496	\$19,4693	\$50,620	\$24,3366	\$60,744	\$29,2039
Assistant Aquatics Manager	42		\$40,496	\$19,4693	\$50,620	\$24,3366	\$60,744	\$29,2039
Buyer I	42		\$40,496	\$19,4693	\$50,620	\$24,3366	\$60,744	\$29,2039



**SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011-2012**  
In Salary Range Order

**EXHIBIT C**

OCCUPATIONAL JOB TITLE	SALARY RANGE		Annual		Hourly	
	43	44	45	46	47	48
Plans Examiner	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Planner I	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Computer Technician III	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Staff Accountant III	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
HR Generalist	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Recreation Center Manager	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Aquatics Manager	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Marketing Manager	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Police Systems Administrator	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Deputy Building Official	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Deputy Fire Marshal	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Chief Engineering Inspector	\$19,9562	\$20,4554	\$20,9669	\$21,4906	\$22,0286	\$22,5788
Planner II	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Jail Division Coordinator	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Support Services Supervisor	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Senior Accountant	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Budget Analyst	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Economic Development Specialist	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Grants Coordinator	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Park and Building Maintenance Superintendent	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Recreation Superintendent	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Accounting Supervisor	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633
Acquisition Manager	\$41,509	\$42,547	\$43,611	\$44,700	\$21,4906	\$26,8633

**SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011-2012**  
In Salary Range Order

**EXHIBIT C**

OCCUPATIONAL JOB TITLE	SALARY RANGE		Hourly		Annual			
	Min	Max	Min	Max	Min	Max		
Fleet Manager	51	\$24,3147	\$50,575	\$24,3147	\$63,218	\$30,3934	\$75,862	\$36,4721
Traffic Manager	51	\$24,3147	\$50,575	\$24,3147	\$63,218	\$30,3934	\$75,862	\$36,4721
Public Works Superintendent	51	\$24,3147	\$50,575	\$24,3147	\$63,218	\$30,3934	\$75,862	\$36,4721
Animal Control Manager	51	\$24,3147	\$50,575	\$24,3147	\$63,218	\$30,3934	\$75,862	\$36,4721
Network Administrator	52	\$24,9226	\$51,839	\$24,9226	\$64,799	\$31,1532	\$77,759	\$37,3839
Senior Planner	52	\$24,9226	\$51,839	\$24,9226	\$64,799	\$31,1532	\$77,759	\$37,3839
Municipal Court Administrator	52	\$24,9226	\$51,839	\$24,9226	\$64,799	\$31,1532	\$77,759	\$37,3839
Utility Billing Accountis Supervisor	52	\$24,9226	\$51,839	\$24,9226	\$64,799	\$31,1532	\$77,759	\$37,3839
	53	\$25,5451	\$53,134	\$25,5451	\$66,417	\$31,9314	\$79,701	\$38,3177
	54	\$26,1841	\$54,463	\$26,1841	\$68,079	\$32,7301	\$81,694	\$39,2761
Public Affairs Manager	55	\$26,8392	\$55,826	\$26,8392	\$69,782	\$33,5491	\$83,738	\$40,2589
Assistant City Attorney I	55	\$26,8392	\$55,826	\$26,8392	\$69,782	\$33,5491	\$83,738	\$40,2589
Project Manager	55	\$26,8392	\$55,826	\$26,8392	\$69,782	\$33,5491	\$83,738	\$40,2589
Old Townsite ED Coordinator	55	\$26,8392	\$55,826	\$26,8392	\$69,782	\$33,5491	\$83,738	\$40,2589
GIS Coordinator	55	\$26,8392	\$55,826	\$26,8392	\$69,782	\$33,5491	\$83,738	\$40,2589
Director of Marketing (PEDC)	55	\$26,8392	\$55,826	\$26,8392	\$69,782	\$33,5491	\$83,738	\$40,2589
EMS Administrative Captain	55	\$26,8392	\$55,826	\$26,8392	\$69,782	\$33,5491	\$83,738	\$40,2589
Assistant Director of Public Works	56	\$27,5096	\$57,220	\$27,5096	\$71,525	\$34,3870	\$85,830	\$41,2644
Assistant Director of Parks & Recreation	56	\$27,5096	\$57,220	\$27,5096	\$71,525	\$34,3870	\$85,830	\$41,2644
Purchasing Officer	57	\$28,1976	\$58,651	\$28,1976	\$73,314	\$35,2470	\$87,977	\$42,2964
Budget Officer	57	\$28,1976	\$58,651	\$28,1976	\$73,314	\$35,2470	\$87,977	\$42,2964
Information Technology Manager	57	\$28,1976	\$58,651	\$28,1976	\$73,314	\$35,2470	\$87,977	\$42,2964
	58	\$28,9028	\$60,118	\$28,9028	\$75,147	\$36,1285	\$90,177	\$43,3542
Assistant City Engineer	59	\$29,6251	\$61,620	\$29,6251	\$77,025	\$37,0314	\$92,430	\$44,4377

**SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011-2012**  
In Salary Range Order

**EXHIBIT C**

OCCUPATIONAL JOB TITLE	SALARY RANGE		Annual		Hourly	
	Annual	Hourly	Annual	Hourly	Annual	Hourly
Assistant Director of Finance	\$61,620	\$29,6251	\$77,025	\$37,0314	\$92,430	\$44,4377
Assistant Director of Projects	\$61,620	\$29,6251	\$77,025	\$37,0314	\$92,430	\$44,4377
City Secretary	\$61,620	\$29,6251	\$77,025	\$37,0314	\$92,430	\$44,4377
Building Official	\$63,161	\$30,3661	\$78,952	\$37,9576	\$94,742	\$45,5491
Fire Marshal & Emergency Mgmt. Coordinator	\$63,161	\$30,3661	\$78,952	\$37,9576	\$94,742	\$45,5491
EMS Operations Director	\$63,161	\$30,3661	\$78,952	\$37,9576	\$94,742	\$45,5491
Fire Training Captain	\$63,161	\$30,3661	\$78,952	\$37,9576	\$94,742	\$45,5491
	\$64,740	\$31,1252	\$80,926	\$38,9065	\$97,111	\$46,6878
	\$66,359	\$31,9034	\$82,949	\$39,8793	\$99,539	\$47,8552
Assistant Director of EDC	\$68,018	\$32,7008	\$85,022	\$40,8760	\$102,027	\$49,0512
Assistant City Attorney II	\$69,718	\$33,5183	\$87,148	\$41,8978	\$104,577	\$50,2774
	\$71,461	\$34,3563	\$89,327	\$42,9454	\$107,192	\$51,5345
Assistant Chief of Police	\$73,246	\$35,2145	\$91,558	\$44,0181	\$109,869	\$52,8218
Deputy City Attorney	\$75,079	\$36,0957	\$93,849	\$45,1197	\$112,619	\$54,1436
Project Director	\$76,956	\$36,9980	\$96,195	\$46,2476	\$115,434	\$55,4971
Planning Director	\$76,956	\$36,9980	\$96,195	\$46,2476	\$115,434	\$55,4971
Executive Director of EDC	\$76,956	\$36,9980	\$96,195	\$46,2476	\$115,434	\$55,4971
Director of Human Resources	\$76,956	\$36,9980	\$96,195	\$46,2476	\$115,434	\$55,4971
Director of Parks & Recreation	\$78,879	\$37,9224	\$98,598	\$47,4030	\$118,318	\$56,8836
Fire Chief	\$80,852	\$38,8713	\$101,065	\$48,5891	\$121,279	\$58,3070
Director of Public Works	\$80,852	\$38,8713	\$101,065	\$48,5891	\$121,279	\$58,3070

**EXHIBIT C**

**SALARY RANGES PER JOB CLASS - CIVILIAN FY 2011-2012  
In Salary Range Order**

OCCUPATIONAL JOB TITLE	SALARY RANGE	71		72		73		74		75		76		77		78		79		80		81		82		83		84		85		86	
		Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly		
Police Chief		\$82,872	\$39,8423	\$103,590	\$49,8028	\$108,835	\$52,3247	\$111,556	\$53,6328	\$114,345	\$54,9733	\$117,203	\$56,3476	\$120,136	\$57,7575	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307
Director of Finance		\$84,945	\$40,8387	\$106,181	\$51,0484	\$108,835	\$52,3247	\$111,556	\$53,6328	\$114,345	\$54,9733	\$117,203	\$56,3476	\$120,136	\$57,7575	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307
City Engineer		\$84,945	\$40,8387	\$106,181	\$51,0484	\$108,835	\$52,3247	\$111,556	\$53,6328	\$114,345	\$54,9733	\$117,203	\$56,3476	\$120,136	\$57,7575	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307
City Attorney		\$87,068	\$41,8597	\$108,835	\$52,3247	\$111,556	\$53,6328	\$114,345	\$54,9733	\$117,203	\$56,3476	\$120,136	\$57,7575	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307		
Assistant City Manager		\$89,245	\$42,9062	\$111,556	\$53,6328	\$114,345	\$54,9733	\$117,203	\$56,3476	\$120,136	\$57,7575	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307				
		\$91,476	\$43,9787	\$114,345	\$54,9733	\$117,203	\$56,3476	\$120,136	\$57,7575	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307						
		\$93,762	\$45,0781	\$117,203	\$56,3476	\$120,136	\$57,7575	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307								
		\$96,108	\$46,2060	\$120,136	\$57,7575	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307										
		\$98,511	\$47,3609	\$123,138	\$59,2011	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307												
		\$100,972	\$48,5442	\$126,215	\$60,6802	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307														
		\$103,497	\$49,7583	\$129,372	\$62,1979	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307																
		\$106,083	\$51,0015	\$132,604	\$63,7518	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307																		
		\$108,736	\$52,2770	\$135,920	\$65,3462	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307																				
		\$111,456	\$53,5848	\$139,321	\$66,9810	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307																						
		\$114,241	\$54,9236	\$142,801	\$68,6545	\$146,373	\$70,3714	\$150,032	\$72,1307																								
		\$117,098	\$56,2971	\$146,373	\$70,3714	\$150,032	\$72,1307																										
City Manager		\$120,025	\$57,7045	\$150,032	\$72,1307																												

**CITY OF PEARLAND  
EMS PAY PLAN  
(FY 2012)**

Salary Range	Job Title	MINIMUM		MIDPOINT		MAXIMUM	
		Annual	Hourly	Annual	Hourly	Annual	Hourly
E-1	EMT - Basic	\$24,715	\$11.8820	\$30,893	\$14.8525	\$37,072	\$17.8230
E-2							
E-3	EMT - Intermediate	\$28,659	\$13.7783	\$35,824	\$17.2229	\$42,988	\$20.6675
E-4							
E-5	Paramedic	\$35,793	\$17.2081	\$44,741	\$21.5101	\$53,689	\$25.8121
E-6							
E-7	Lieutenant	\$40,496	\$19.4692	\$50,620	\$24.3365	\$60,744	\$29.2038
E-8							
E-9	Captain	\$46,964	\$22.5788	\$58,705	\$28.2235	\$70,446	\$33.8682

**CITY OF PEARLAND  
FIRE PAY PLAN  
(FY 2011-2012)**

Salary Range	Job Title	MINIMUM		MIDPOINT		MAXIMUM	
		Annual	Hourly	Annual	Hourly	Annual	Hourly
F-1	Firefighter	\$38,000.00	\$13.7881	\$47,500.00	\$17.2351	\$57,000.00	\$20.6821
F-2							
F-3	Fire Lieutenant	\$51,839.00	\$18.8095	\$64,798.75	\$23.5119	\$77,758.50	\$28.2143
F-4							
F-5	Fire Captain	\$63,161.00	\$22.9176	\$78,951.25	\$28.6470	\$94,741.50	\$34.3765
F-6							

(Hourly Rate or regular rate of pay based on 2756 Regular Hours.)

**CITY OF PEARLAND  
POLICE PAY PLAN  
(FY 2011-2012)**

<b>0 - 6 mos.</b>	
Police	\$14,2592
Cadet	

	0	1	2	3	4	5	6	7	8	9	10	11
Police	\$21,7614	\$22,4143	\$23,0867	\$23,7793	\$24,4927	\$25,2274	\$25,9843	\$26,7638	\$27,5667	\$28,3937	\$29,2455	\$30,1229
Officer	\$3,771.98	\$3,885.14	\$4,001.69	\$4,121.74	\$4,245.40	\$4,372.76	\$4,503.94	\$4,639.06	\$4,778.23	\$4,921.58	\$5,069.22	\$5,221.30
	\$45,263.75	\$46,621.67	\$48,020.32	\$49,460.92	\$50,944.75	\$52,473.09	\$54,047.29	\$55,668.71	\$57,338.77	\$59,058.93	\$60,830.70	\$62,655.62

	1st year	2nd year	3rd year	4th year	5th year	6th year
	\$31,0266	\$31,9574	\$32,9161	\$33,9036	\$34,9207	\$35,9683
Sergeant	\$5,377.94	\$5,539.28	\$5,705.46	\$5,876.62	\$6,052.92	\$6,234.51
	\$64,535.29	\$66,471.35	\$68,465.49	\$70,519.45	\$72,635.04	\$74,814.09

	1st year	2nd year	3rd year
	\$37,0474	\$38,1588	\$39,3035
Lieutenant	\$6,421.54	\$6,614.19	\$6,812.61
	\$77,058.51	\$79,370.26	\$81,751.37

	1st year	2nd year	3rd year	4th year
	\$40,4827	\$41,6971	\$42,9480	\$44,2365
Captain	\$7,016.99	\$7,227.50	\$7,444.33	\$7,667.66
	\$84,203.91	\$86,730.03	\$89,331.93	\$92,011.89

All college degrees must be issued by an approved institution of higher education which is duly accredited by one of the regional accreditation agencies.  
No mail order degree will be approved.

**CITY OF PEARLAND**  
**PART-TIME SEASONAL COMPENSATION PLAN**  
(FY 2011-2012)

<b>Salary Range</b>	<b>Occupational Job Title</b>	<b>Salary (Hourly)</b>
S-1	Pool Concession Worker (Cashier); Water Safety Aide	\$7.25
S-2	Lifeguard; Camp Counselor	\$8.25
S-3	Lifeguard w/WSI	\$8.75
S-4	Head Lifeguard	\$9.25
S-5	Water Safety Instructor (WSI); Camp Coordinator	\$10.00
S-6	Assistant Pool Manager	\$11.00
S-7	Program Coordinator	\$12.00
S-8	Pool Manager	\$13.00



**ORDINANCE NO. 1454**

**AN ORDINANCE ADOPTING A TAX RATE OF \$0.6851 AND LEVYING TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF PEARLAND, TEXAS, AND PROVIDING FOR THE INTEREST AND SINKING FUND OF THE TAXABLE YEAR 2011.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEARLAND, TEXAS:**

**Section 1.** That there is hereby levied and there shall be collected for the use and support of the Municipal Government of the City of Pearland, Texas, and to provide Interest and Sinking Fund for the Year Two Thousand Six upon all property, real, personal, and mixed within the corporate limits of said City subject to taxation, a tax of \$0.6851 on each One Hundred Dollars (\$100.00) valuation of property, said tax being so levied and apportioned for the specific purpose herein set forth:

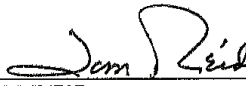
- (1) For the maintenance and support of the General Government (General Fund), the sum of \$0.2151 on each \$100 valuation of property, and
- (2) For the Interest and Sinking Fund, the sum of \$0.4700.

**Section 2.** All monies collected under this ordinance for the specific items therein named, be and the same are hereby appropriated and set apart for the specific purpose indicated in each item and that the Assessor and Collector of Taxes, the Director of Finance, and the City Manager shall so keep these accounts as to readily and distinctly show the amount collected, the amounts expended, and the amount on hand at any time belonging to such funds. It is hereby made the duty of the Tax Assessor and Collector of Taxes and every person collecting money for the City of Pearland to deliver to the Director of Finance and the City Manager; at the time of depositing of any monies, a statement showing to what fund such deposit should be made, and from what source received. All receipts for the City not specifically apportioned by this ordinance are hereby made

**ORDINANCE NO. 1454**

payable to the General Fund of the City.

PASSED and APPROVED ON FIRST READING this the 19<sup>th</sup> day of September,  
A.D., 2011.


  
\_\_\_\_\_  
TOM REID  
MAYOR

ATTEST:

  
\_\_\_\_\_  
YOUNG LORFING, TRMC  
CITY SECRETARY



PASSED and APPROVED ON SECOND and FINAL READING this the 26<sup>th</sup> day of  
September, A. D., 2011.

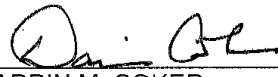
  
\_\_\_\_\_  
TOM REID  
MAYOR

ATTEST:

  
\_\_\_\_\_  
YOUNG LORFING, TRMC  
CITY SECRETARY



APPROVED AS TO FORM:

  
\_\_\_\_\_  
DARRIN M. COKER  
CITY ATTORNEY

## GLOSSARY

**ABATEMENT** – A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments and service charges.

**ACCOUNT** – A term used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control, or fund balance.

**ACCOUNTS PAYABLE** – A short-term liability account reflecting amounts owed to private persons or organizations for goods and services received by a government.

**ACCOUNT RECEIVABLE** – An asset account reflecting amounts due from private persons or organizations for goods and services furnished by a government.

**ACCOUNTING SYSTEM** – The total set of records and procedures, which are used to record, classify, and report information on the financial status and operations of an entity.

**ACCRUAL ACCOUNTING** – A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable, and expenses are recognized in the period incurred instead of when cash is actually received or spent.

**ACCRUED INTEREST** – Interest that has been earned and recorded, but has not been received.

**AD VALOREM TAX** – A tax based on value of land and improvements (property tax).

**AGENDA** – A formal listing of items to be discussed during a public meeting. Agendas for public meetings are posted 72 hours in advance, in compliance with the open meetings act.

**APPROPRIATION** – An authorization granted by City Council to make expenditures and to incur obligations for a specific purpose. Usually limited in amount and as to the time when it may be expended.

**ARBITRAGE** – With respect to the issuance of municipal securities, arbitrage usually refers to the difference between the interest paid on tax-exempt bonds and the interest earned by investing the proceeds of the bonds in higher-yielding taxable securities. Federal income tax laws generally restrict the ability to earn positive arbitrage in connection with tax-exempt bonds.

**ASSESSED VALUATION** – A valuation set upon real estate or other property by government as a basis for levying taxes.

**ASSETS** – Property owned by a government, which has economic value, especially which could be converted to cash.

**BALANCE SHEET** – A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specified date.

**BALANCED BUDGET** – Total recurring expenditures for any fiscal year shall not exceed total recurring revenues for that same fiscal year.

**BOND** – A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

**BOND REFERENDUM** – A bond referendum is an opportunity for voters to decide if the city will be authorized to borrow funds to address specific capital project needs for which ad valorem taxes are pledged for repayment.

**BUDGET** – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The term is also sometimes used to denote the officially approved expenditure ceiling under which a government and its departments operate.

**BUDGET CALENDAR** – The schedule of key dates or milestones, which a government follows in the preparation and adoption of the budget.

**BUDGET DOCUMENT** – The instrument used by the budget making authority to present a comprehensive financial program to the appropriating governing body.

**BUDGET MESSAGE** – A general discussion of the adopted budget presented in writing as a part of or supplement to the budget document.

**BUDGETARY CONTROL** – The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within limitations of available appropriation and available revenues.

**CAPITAL ASSETS** – Long-term assets, such as buildings, equipment, and infrastructure, intended to be held or used in operations.

**CAPITAL PROJECTS** – Acquisition or construction of major capital facilities.

**CAPITAL IMPROVEMENT PROGRAM** – A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

**CAPITAL OUTLAY** – Expenditures for the acquisition of capital assets.

**CAPITAL PROJECT FUNDS** – Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds, special assessment funds and trust funds).

**CASH BASIS** – A method of accounting in which revenues and expenses are recognized and recorded when received, not necessarily when earned.

**CERTIFICATE OF DEPOSIT** – A negotiable or non-negotiable receipt for monies deposited in a bank or other financial institution for a specified period for a specified rate of interest.

**CERTIFICATE OF OBLIGATION** – A debt instrument that is issued by the City and has the same legal status as a general obligation bond. Proceeds from the issuance of the certificates may be used for the construction of public works or payment of contractual obligations for professional services. These certificates do not require voter approval.

**CHARTER** – Written instrument setting forth principles and laws of government within boundaries of the City.

**CHART OF ACCOUNTS** – The classification system used by the City to organize the accounting for various funds.

**CHECK** – A bill of exchange drawn on a bank and payable on demand.

**COMPONENT UNIT** – A component unit is defined as a legally separate organization for which elected officials of the primary government (the City) are financially accountable.

**CONTINGENCY** – Funds set aside in a reserve account for major expenditures or for emergencies.

**CURRENT ASSETS** – Cash and other assets expected to be converted to cash, sold, or consumed either in a year or in the operating cycle.

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

**DEBT SERVICE FUND** – A fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal interest, and related costs. Also called Sinking Fund.

**DEFICIT** – The excess of expenditures over revenues during an accounting period; or in the case of Enterprise and Intra-governmental Service Funds, the excess of expense over income during an accounting period.

**DEPARTMENT** – A distinct, usually specialized division of a large organization. A principal administrative division of a government normally under the oversight of an Executive Director, Assistant City Manager or City Manager.

**DELINQUENT TAXES** – Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached.

**DEPRECIATION** – A non-cash expense that reduces the value of an asset as a result of wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**DEVELOPER REIMBURSEMENT** – Reimbursement to a developer from the City for infrastructure developed on behalf of the City.

**EFFECTIVE TAX RATE** – The tax rate required to generate the same amount of revenue as in the preceding year on the same properties.

**ENTERPRISE FUND** – A fund used to account for the acquisition, operation and maintenance of governmental facilities and services which are entirely or predominantly self-supporting by user charges. The significant characteristic of Enterprise Funds is that the accounting system must make it possible to show whether the activity is operated at a profit or loss, similar to comparable private enterprises. Thus, the reports of enterprise funds self-contained and creditors, legislators or the general public can evaluate the performance of the municipal enterprise on the same basis as they can the performance of investor-owner enterprises in the same industry.

**EXPENDITURES** – Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

**FISCAL YEAR** – A twelve-month period of time to which the annual budget applies and at the end of which the City determines its financial position and results of operations.

**FIXED ASSETS** – Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include buildings, equipment, and improvements other than buildings and land.

**FRANCHISE** – A special privilege granted by a government, permitting the continued use of public property, such as City streets, and usually involving the elements of monopoly and regulation.

**FUND** – An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities, which are segregated for the purpose of carrying on specific activities or attaining certain objective.

**FUND BALANCE** – The excess of an entity's assets over its liabilities.

**FUND BALANCE POLICY** – A minimum fund balance that is required to be kept in reserve as defined in financial policy statements. Fund balances over the policy requirements may be appropriated in the budget.

**GENERAL FIXED ASSETS** – Capital assets that are not assets of any particular fund, but of the government unit as a whole. Most often these assets arise from the expenditure of the financial resources of governmental (as opposed to proprietary or fiduciary) funds.

**GENERAL FUND** – The General Fund is the general operating fund of the City. It is used to account for the resources devoted to finance the services traditionally associated with local government, except those activities that are required to be accounted for in another fund. Transactions are recorded on the modified accrual basis.

**GENERAL OBLIGATION BONDS** – When a government pledges its full faith and credit to the payment of the bonds it issues, that those bonds are general obligation bonds.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)** – Uniform minimum standards and guidelines for financial accounting and reporting.

**GOVERNMENTAL FUNDS** – Funds generally used to account for tax-supported activities. 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).

**GRANTS** – A contribution by one government unit to another. The contribution is usually made to aid in the support of a specific function, purpose, activity or facility.

**IMPACT FEES** – Fees charged to developers to cover in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development.

**INCOME** – A term used in proprietary fund-type accounting to represent (1) revenues or (2) the excess of revenues over expenses.

**INFRASTRUCTURE** - Fixed assets that are immovable and have value only to the governmental unit. Common examples of infrastructure include roads, sidewalks, bridges and streetlights.

**INTERGOVERNMENTAL REVENUE** – Revenue received from another governmental unit for a specific purpose.

**INTERNAL SERVICE FUND** – Internal Service Funds are used to account for the financing of goods or services provided by one fund or department to another fund or department on a cost reimbursement basis.

**ISO RATING** – The Insurance Service Office (ISO) performs surveys to assist insurance organizations with setting up the insurance ratings for the communities. The ISO will perform a survey to assign a public protection grade to each fire department, which is used in the development of insurance rates for all properties within the protected area. Grading starts at 1, which is the best possible score and ends at 10, which is considered unacceptable.

**LEASE/PURCHASE** – A financing tool utilized to fund large capital outlays where the city may not have cash immediately available for purchase. This arrangement allows the city to use the item while payments are being made.

**LEDGER** – A group of accounts in which are recorded the financial transactions of a governmental unit or other organization.

**LEVY** - To impose taxes or special assessments. The total of taxes or special assessments imposed by a governmental unit.

**LIABILITIES** – Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date.

**LONG-TERM DEBT** – Debt with a maturity of more than one year after date of issuance.

**MODIFIED ACCRUAL BASIS** – The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash, except for material and/or available revenues, which should be accrued to reflect properly the taxes levied and revenue earned.

**NOTE PAYABLE** – An unconditional written promise signed by the maker, to pay a certain sum in money on demand or at a fixed or determinable future time, either to the bearer or to the order of a person designated.

**OPERATING BUDGET** – Plans of current expenditures and the proposed means of financing them.

**ORDINANCE** – A formal legislative enactment by the governing body of a municipality.

**ORGANIZATIONAL UNIT** – A responsibility center within a government.

**PERFORMANCE MEASURES** – Specific quantitative measures of work performed within an activity or program. They may also measure results obtained through an activity or program.

**PROJECTION** – A forecast of future trends in the operation of financial activities done through the remainder of the fiscal year to gain a better picture of the City's finances. The projections are adopted as the revised budget during the budget adoption process.

**PROPERTY INSURANCE FUND** – Commonly known as the Internal Service Fund, accounts for the activities of the city's property and casualty insurance.

**PROPERTY TAX** – An annual or semi-annual tax paid to one or more governmental jurisdictions based on the real and personal property's assessed valuation and the tax rate, done in compliance with the State Property Tax Code.

**PURCHASE ORDER** – A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price.

**RATINGS** – Designations used by credit rating agencies to give relative indications of credit quality. Municipal bonds rated Baa or BBB and above are considered to be investment-grade.

**REFUNDING BONDS** – Bonds issued to retire bonds already outstanding.

**RESERVE** – An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

**RETAINED EARNINGS** – The accumulated earnings of an enterprise or internal service fund which have been retained in the fund and which are not reserved for any specific purpose.

**REVENUES** – The term designates an increase to a fund's assets. An item of income.

**REVENUE BONDS** – Bond whose principal and interest are payable exclusively from earnings of an enterprise fund.

**SALARIES & WAGES** – Fixed compensation paid to employees for work or services provided.

**SALES TAX** – A state tax of 6.25% is imposed on all retail sales, leases and rentals of most goods, as well as taxable services. Texas cities and counties have the option of imposing additional local sales taxes for a combined total of state and local taxes of 8.25%.

**SHORT-TERM DEBT** – Debt with a maturity of one year or less after the date of issuance.

**SPECIAL ASSESSMENT** – Used to account for the financing of public improvements or services deemed to benefit the properties against which special assessments are levied.

**SPECIAL REVENUE FUNDS** - Fund is used to account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditure for specified purposes.

**TAX LEVY** – The total amount to be raised by general property taxes for intentions specified in the Tax Levy Ordinance.

**TAX LEVY ORDINANCE** – An ordinance through which taxes are levied.

**TAX RATE** – The rate at which a municipality may levy a tax. Tax levied for each \$100 of assessed valuation. The amount of tax stated in terms of a unit of the tax base.



**TAX ROLL** – The official list showing the amount of taxes levied against each taxpayer or property.

**TAXES** – Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

**VENDOR** – The seller of merchandise or services.

**VOUCHER** – A document, which evidences the propriety of transactions and usually indicates the accounts in which they are to be recorded.

**WORK ORDER** – A written order authorizing and directing the performance of a certain task and issued to the person who is to direct the work.

**WORKING CAPITAL** – A financial metric which represents operating liquidity available to an organization or governmental entity. Net Working Capital is calculated as current assets minus current liabilities.

**YIELD** – The rate earned on an investment based on the price paid for the investment, the interest earned during the period held and the selling price or redemption value of the investment.



## ACRONYMS

**ACM** – Assistant City Manager

**ADA** – Americans with Disabilities Act of 1990

**ADAAA** – Americans with Disabilities Act Amendment Act of 2008

**AFG** – Assistance to Firefighters Grant

**AFIS** – Automated Fingerprint Identification System

**AISD** – Alvin Independent School District

**ALPRS** – Automatic License Plate Recognition System

**AO** – Administrative Order

**ARRA** – American Recovery and Reinvestment Act of 2009

**AVL** – Automatic Vehicle Locator

**BCAD** – Brazoria County Appraisal District

**BCMUD** – Brazoria County Municipal Utility District

**BCDD4 & BDD4** – Brazoria County Drainage District #4

**BCAD** – Brazoria County Appraisal District

**BJA** – Bureau of Justice Assistance

**BNSF** – Burlington Northern Santa Fe

**BVP** – Bulletproof Vest Partnership

**BW 8** – Beltway 8

**CAD** – Computer-Aided Design

**CAFR** – Comprehensive Annual Financial Report

**CAPRA** – Commission for Accreditation of Park and Recreation Agencies

**CAT** – Category

**CBCMUD** – Clear Brook City Municipal Utility District

**CCN** – Certificate of Convenience and Necessity

**CCR** – Consumer Confidence Report

**CDBG** – Community Development Block Grant

**CH** – City Hall

**CID** – Criminal Investigation Division

**CIP** – Capital Improvement Program

**CMAQ** – Congestion Mitigation Air Quality

**CMV** – Commercial Motor Vehicle

**COLA** – Cost of Living Adjustment

**COPS** – Community Oriented Policing Services

**CO's** – Certificates of Obligation and Certificates of Occupancy

**CPI** – Consumer Price Index

**CPU** – Central Processing Unit

**CRS** – Community Rating System

**CSI** – Cardiovascular Systems, Inc.

**CUSP** – Cities United for Science Programs

**CVE** – Commercial Vehicle

**DAP** – Development Authority of Pearland

**DARE** – Drug Abuse Resistance Education

**DLS** – David L. Smith

**DOE** – Department of Energy

**DOT** – Department of Transportation

**DPS** – Department of Public Safety

**EDA** – Economic Development Administration

**EDC** – Economic Development Corporation

**EECBG** – Energy Efficiency and Conservation Block Grant

**EFT** – Electronic Funds Transfer

**EMPG** – Emergency Management Program Grant

**EMS** – Emergency Medical Services

**EMT** – Emergency Medical Technician

**EOC** – Emergency Operations Center

**EPA** – Environmental Protection Agency

**ESFC** – Equivalent Single Family Connection

**ETJ** – Extra Territorial Jurisdiction

**FEMA** – Federal Emergency Management Administration

**FMLA** – Family Medical Leave Act of 1993

**FOIA** – Freedom of Information Act of 1966

**FT** – Full-Time

**FTE** – Full-Time Equivalent

**FTO** – Field Training Officer (Police)

**FY** – Fiscal Year

**GAAP** – Generally Accepted Accounting Principals

**GASB** – Governmental Accounting Standards Board

**GEC** – General Engineering Consultant

**GEO Code** – Geospatial Entity Object Code

**GFOA** – Government Finance Officers Association of the United States and Canada

**GIS** – Geographical Information Systems

**GO's** – General Obligation Bonds

**GCWA** – Gulf Cost Water Authority

**GPS** – Global Positioning System

**HEAT** – Help and Auto Theft

**HGAC** – Houston-Galveston Area Council

**HHW** – Household Hazardous Waste

**HP** – Hewlett Packard

**HR** – Human Resources

**HVAC** – Heating Venting & Air Conditioning

**ICE** – Induced Cooling treatment by EMS

**ICMA** – International City/County Management Association

**I&I** – Inflow and Infiltration

**ISD** – Independent School District

**ISO** – Insurance Service Office

**IT** – Information Technology

**IVR** – Interactive Voice Response

**JAG** – Justice Assistance Grant

**JARC** – Job Access Reverse Commute

**JHEC** – John Hargrove Environmental Complex

**KPB** – Keep Pearland Beautiful

**LPG** – Local Projects Grants

**LS** – Lift Station

**M** – Millions

**MDT** – Mobile Data Terminal

**MGD** – Million Gallons per Day

**MIS** – Management Information System

**MIUs** – Mobile Information Units

**MPO** – Municipal Planning Organization

**MSA** – Metropolitan Statistical Area

**MUD** – Municipal Utility District

**MUTCD** – Manual on Uniform Traffic Control Devices

**NACCHO-MRC** – National Association of County and City Health Officials – Medical Reserve Corps

**NIMS** – National Incident Management Systems

**NPDES** – National Pollutant Discharge Elimination System

**OPEB** – Other Post-Employment Benefits

**ORCA** – Office of Rural Community Affairs

**OSSI** – Open Software Solutions, Inc.

**OTS** – Old Town Site

**PER** – Preliminary Engineering Report

**P&Z** – Planning & Zoning

**PC** - Personal Computer

**PD** – Police Department

**PDM** – Project Delivery Model

**PEDC** – Pearland Economic Development Corporation

**PFIA** – Public Funds Investment Act

**PIER-System** – Public Information Emergency Response System

**PIM** – Pearland In Motion

**PISD** – Pearland Independent School District

**PM** – Preventive Maintenance or Project Management

**PS** – Public Safety

**PTC** – Pearland Town Center

**PSB** – Public Safety Building

**ROWS** – Right of Ways

**S&P** - Standard & Poor's

**SCADA** – Supervisory Control and Data Acquisition

**SCR** – Shadow Creek Ranch

**SH288** – State Highway 288

**SIU** – Special Investigations Unit

**SPS** – Strategic Partnership Agreement

**SQ.FT.** - Square Foot/Feet

**SRF** – State Revolving Fund

**SRO** – School Resource Officer

**STEMI** – Segment Elevation Myocardial Infarction

**SWEC** – South West Environmental Center

**TCEA** – Tarrant Coalition for Environmental Awareness

**TCEQ** – Texas Commission on Environmental Quality

**TCLEOSE** – Texas Commission on Law Enforcement Officers Standards and Education

**TIA** – Traffic Impact Analysis

**TIP** – Transportation Improvement Plan

**TLETS** – Texas Law Enforcement Telecommunications System

**TML** – Texas Municipal League

**TMRS** – Texas Municipal Retirement System

**TNRCC** – Texas Natural Resources Conservation Commission

**TIRZ** – Tax Increment Reinvestment Zone

**TXDOT** – Texas Department of Transportation

**TWDB** – Texas Water Development Board

**UofH** – University of Houston

**USSSA** – United States Specialty Sports Association

**UV** – Ultraviolet

**VoIP** – Voice over Internet Protocol

**VRU** – Voice Permits Response Upgrade

**W&S** – Water & Sewer

**WEC** – Westside Events Center

**WL** – Water Line

**WWM** – Waste Water Management

**WWTP** – Waste Water Treatment Plant

**ZBA** – Zoning Board of Adjustment