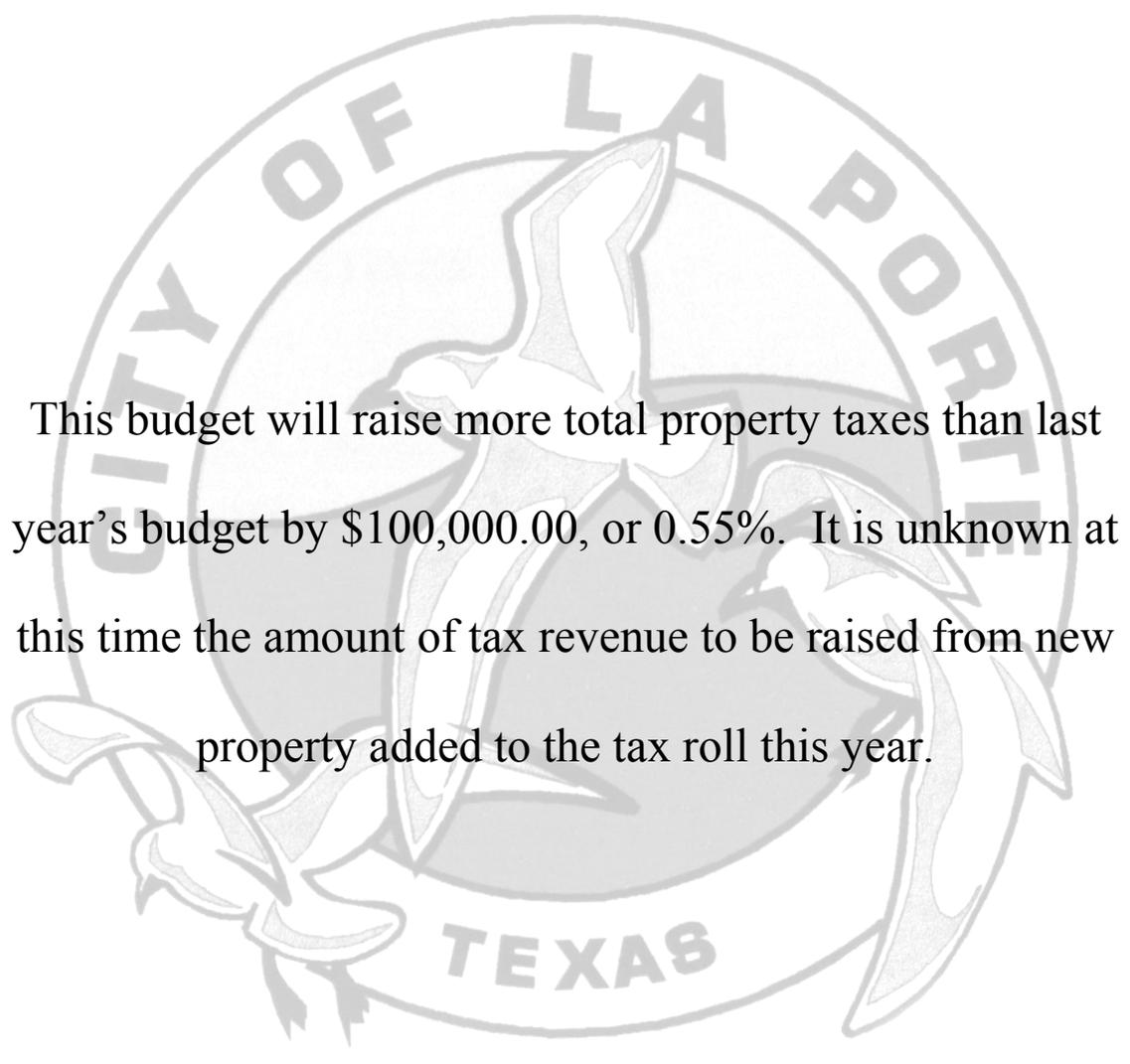


CITY OF LA PORTE, TEXAS

PROPOSED BUDGET

OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017





This budget will raise more total property taxes than last year's budget by \$100,000.00, or 0.55%. It is unknown at this time the amount of tax revenue to be raised from new property added to the tax roll this year.

MAYOR AND CITY COUNCIL



Louis Rigby
Mayor



Danny Earp
Mayor Pro-Tem
District 1



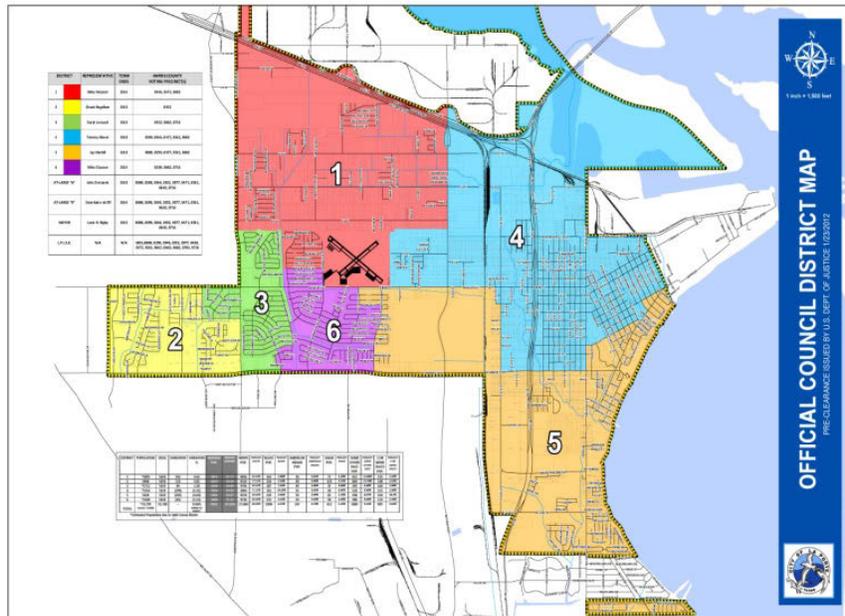
Chuck Engelken
Councilmember
District 2



Daryl Leonard
Councilmember
District 3



John P. Zemanek
Councilmember
At Large A



Dottie Kaminski
Councilmember
At Large B



Kristin Martin
Councilmember
District 4



Jay Martin
Councilmember
District 5



Mike Clausen
Councilmember
District 6



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of La Porte
Texas**

For the Fiscal Year Beginning

October 1, 2015

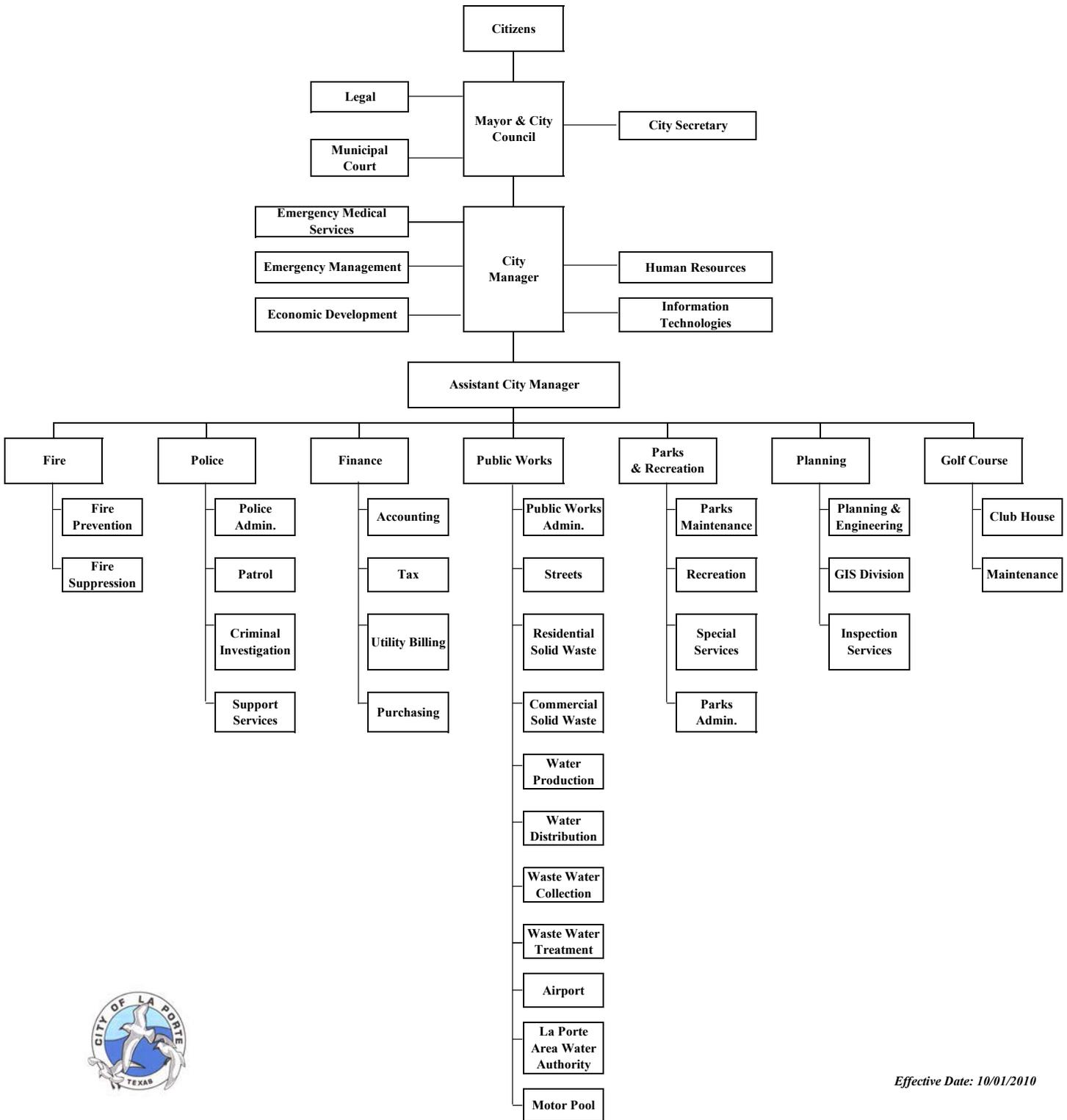
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of La Porte for its annual budget for the fiscal year beginning October 1, 2015.

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

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

CITY OF LA PORTE ORGANIZATIONAL CHART



Effective Date: 10/01/2010

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UNDERSTANDING THE PROPOSED BUDGET

A READERS GUIDE

The City of La Porte's Proposed Budget provides comprehensive information about City policies, financial structure, operations, and an organizational framework that shows how City services are maintained and improved for fiscal year 2016-2017.

The preparation of a budget is, at best, a complex process. Yet, the process affords both an interesting and challenging opportunity to reassess plans and overall goals and means for accomplishing them. It is through this effort that the budget could be the single most important policy document produced each year.

The process begins many months before presentation to the Council with estimates of City expenditures, revenues and reserves to determine the City's available funds. With this groundwork, departmental expenditure requests are made and subsequently reviewed. This year's budget process began in March.

The Budget serves as an operational tool and planning guide, wherein the present policies and plans for the future are presented for the scrutiny of citizens, the ultimate consumers of municipal services.

The budget document includes summaries, mission statements, and organizational charts for each department. Staffing levels, a narrative explaining services, and the line item detail are all presented on a divisional basis.

PROPOSED BUDGET FORMAT

The document is divided into ten major sections: Budget Summaries, General Fund, Utility Fund, Enterprise Funds, Internal Service Funds, Special Revenue Funds, Capital Improvement Funds, Debt Service Funds, and the Glossary.

The **Budget Summaries** Section includes an overall summary of the Budget and summaries of both revenues and expenditures that might interest the lay reader. Additionally, the Personnel Summary, which recaps staffing levels by division for a three-year period is included in this section.

A Readers Guide

The accounts of the City are organized on the basis of funds and account groups, each of which is considered to be a separate accounting entity. Each fund can be generally thought of as a small business. The operations of each fund are maintained using a set of self-balancing accounts, which comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses. Resources are budgeted to the individual funds by activity and are controlled within the fund. The next four sections are the Fund Sections and are organized as follows: Fund Summary, Statement of Revenues, Department Summary, Divisional Summary and the Line Item Detail.

The **Special Revenue Funds** Section summarizes the Hotel/Motel Occupancy Tax and Economic Development Funds. Also included are the Street Maintenance Sales Tax Fund, the Emergency Services District Fund and the Grant Fund.

The **Capital Improvement Funds** Section summarizes the capital projects for the upcoming year. Each fund has a listing of the projects followed by more detailed pages explaining each project.

The **Debt Service Funds** Section consists of the City's Long-range Service Plan for Debt Service.

The **Glossary** includes terms that may be helpful to the reader in order to understand the proposed budget. This section also includes the Chart of Revenue Accounts and the Chart of Operating Expense Accounts.

Staff diligently strives to improve the Budget Document each year and participates in the GFOA Distinguished Budget Presentation Award Program. To be eligible for the award, a governmental unit must publish a budget document that meets program criteria as a policy document, an operations guide, a financial plan and a communications device. This award is the highest form of recognition in governmental budgeting, and the City has received this award for fifteen consecutive years.

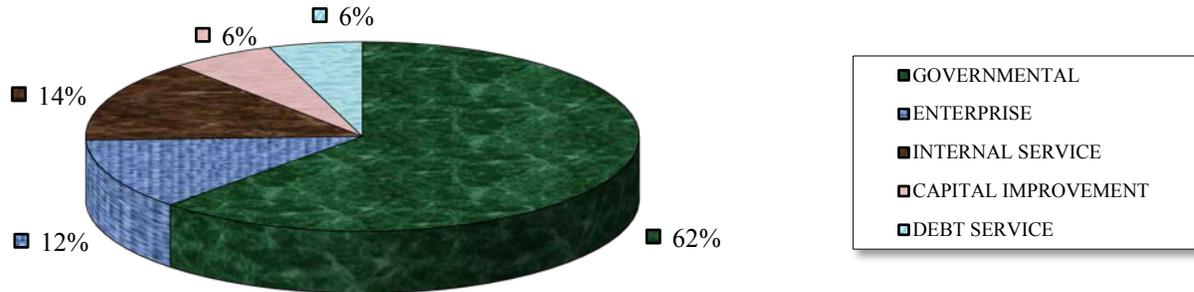
Should you have any questions or comments regarding the information presented in this document, please feel free to contact the Director of Finance at (281) 471-5020.

City of La Porte
Consolidated Summary of All Funds

	Balance 09/30/16	FY 16-17 Revenues	FY 16-17 Expenses	Balance 09/30/17
Governmental Fund Types:				
General Fund	33,313,285	43,104,479	47,469,383	28,948,381
Grant Fund	1,700,038	871,630	1,110,497	1,461,171
Street Maintenance Sales Tax	682,151	1,108,750	1,605,313	185,588
Emergency Services District	400,764	1,107,750	1,302,632	205,882
Hotel/Motel Occupancy Tax	752,706	651,500	836,241	567,965
Economic Development Corporat	<u>5,424,968</u>	<u>2,221,000</u>	<u>2,035,481</u>	<u>5,610,487</u>
Total Governmental Types	42,273,911	49,065,109	54,359,547	36,979,473
Enterprise:				
Utility	2,859,429	8,097,900	7,734,872	3,222,457
Airport	360,238	61,000	209,273	211,965
La Porte Area Water Authority	<u>2,846,451</u>	<u>1,423,979</u>	<u>1,375,331</u>	<u>2,895,099</u>
Total Enterprise	6,066,119	9,582,879	9,319,476	6,329,522
Internal Service				
Motor Pool	1,245,866	3,100,735	2,591,574	1,755,027
Insurance Fund	1,109,051	7,602,177	7,850,066	861,162
Technology Fund	<u>1,435,423</u>	<u>448,751</u>	<u>100,000</u>	<u>1,784,174</u>
Total Internal Service	3,790,339	11,151,663	10,541,640	4,400,362
Capital Improvement:				
General	1,036,537	2,105,000	2,908,950	232,587
Utility	368,601	2,123,000	790,000	1,701,601
Sewer Rehabilitation	133,758	301,000	350,000	84,758
Drainage Improvement Fund	446,722	272,000	365,000	353,722
2010 C/O Bond Fund	-	-	-	-
2015 C/O Bond Fund	<u>3,227,687</u>	<u>-</u>	<u>3,227,687</u>	<u>-</u>
Total Capital Improvement	5,213,305	4,801,000	7,641,637	2,372,668
Debt Service:				
General	3,182,183	4,310,731	3,913,706	3,579,208
Utility	24,129	-	-	24,129
La Porte Area Water Authority	<u>(692,850)</u>	<u>-</u>	<u>326,400</u>	<u>(1,019,250)</u>
Total Debt Service	2,513,462	4,310,731	4,240,106	2,584,087
Total All Funds	59,857,136	78,911,382	86,102,406	52,666,112

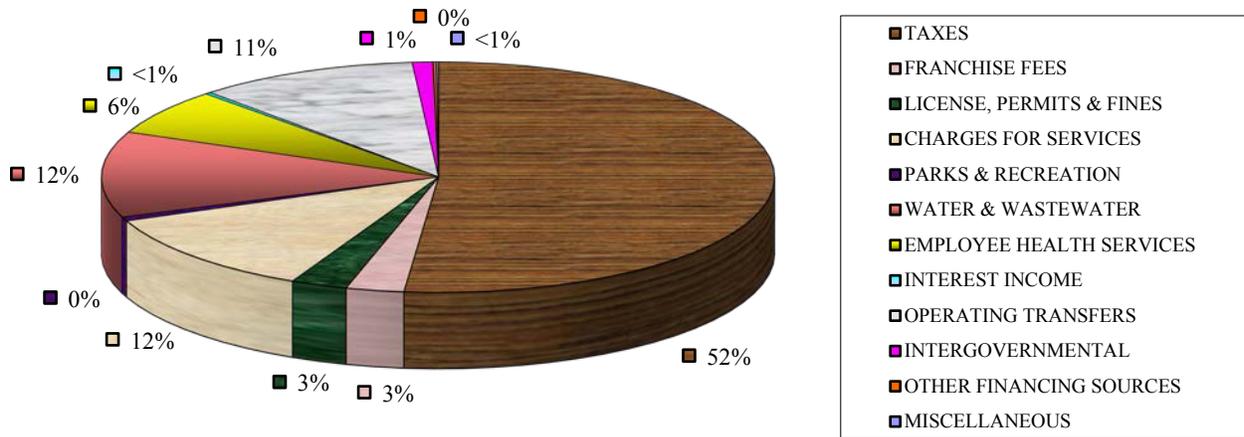
CONSOLIDATED SUMMARY

REVENUES BY FUND TYPE FISCAL YEAR 2016-17



THIS GRAPH ILLUSTRATES PROJECTED REVENUES FOR ALL FUNDS, BY FUND TYPE, FOR FISCAL YEAR 2016-17

ALL FUNDS BY REVENUE TYPE FISCAL YEAR 2016-17



THIS GRAPH ILLUSTRATES PROJECTED REVENUES FOR ALL FUNDS, BY REVENUE TYPE, FOR FISCAL YEAR 2016-17

City of La Porte
Consolidated Statement of Revenues
All Funds

Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
General Property Taxes	18,881,534	18,561,000	19,385,223	18,661,000
Franchise Fees	2,411,827	2,195,624	2,190,624	2,190,624
Sales Taxes	9,945,921	9,737,501	9,400,000	8,850,000
Industrial Payments	12,269,152	12,436,672	14,377,588	12,500,000
Other Taxes	797,924	740,000	730,000	740,000
License & Permits	1,346,552	446,525	467,060	417,000
Fines & Forfeits	1,953,407	1,711,823	1,701,200	1,713,700
Charges for Services	9,827,502	9,114,758	9,187,216	9,193,715
Parks & Recreation	267,015	215,000	238,965	233,700
Recreation & Fitness Center	196,788	220,400	220,400	220,400
Employee Health Service	5,312,912	5,106,529	5,127,139	5,116,529
Water Revenue	5,976,541	5,645,421	5,837,148	6,019,120
Wastewater Revenue	3,587,825	3,244,900	3,497,400	3,477,400
Intergovernmental	3,207,995	531,593	531,593	776,280
Miscellaneous	596,970	38,850	152,050	87,050
Operating Transfers	7,614,652	4,914,350	4,977,157	8,382,005
Other Financing Sources	8,912,787	95,606	95,604	126,359
Interest	227,547	113,250	219,281	206,500
	<hr/>	<hr/>	<hr/>	<hr/>
Grand Total All Revenue	<u>93,334,851</u>	<u>75,069,802</u>	<u>78,335,648</u>	<u>78,911,382</u>

**CITY OF LA PORTE
ANALYSIS OF AD VALOREM TAX
PROPERTY VALUATIONS
AND LEVIES AND COLLECTIONS**

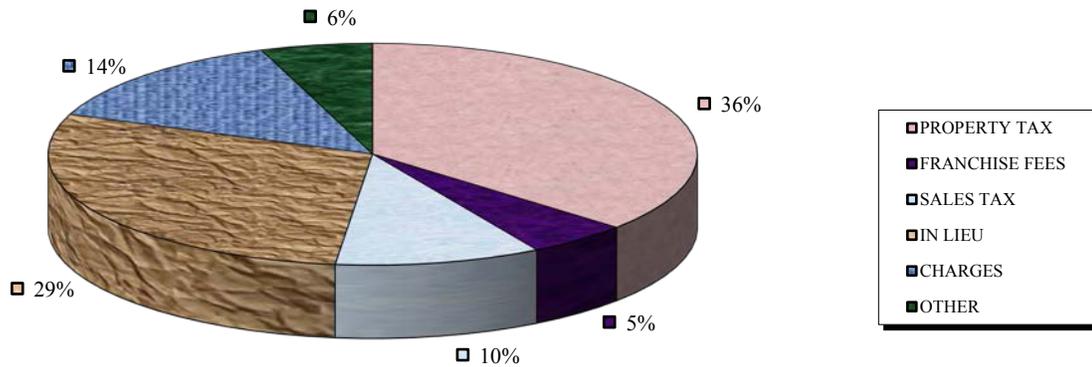
Fiscal Year	Total Assessment	Tax Rate	Assessed Levy	Total Current Taxes Collected	Percentage of Levy Collected
06-07	1,792,232,683	0.71	12,703,850	12,418,873	97.8%
07-08	1,950,489,769	0.71	13,857,467	13,476,872	97.3%
08-09	2,204,920,061	0.71	15,654,937	15,377,149	98.2%
09-10	2,328,898,509	0.71	16,542,483	16,309,818	98.6%
10-11	2,213,606,718	0.71	15,871,498	15,599,930	98.3%
11-12	2,264,917,078	0.71	16,080,911	15,860,664	98.6%
12-13	2,341,036,448	0.71	16,621,361	16,518,207	99.4%
13-14	2,572,844,865	0.71	18,267,201	18,091,972	99.0%
14-15	2,748,507,384	0.71	19,514,402	19,304,486	98.9%
15-16	3,028,282,747	0.71	21,500,808	20,894,645 *	97.2%

Assessment basis for all years is 100%

*Fiscal year 2016 collections through the month of June.

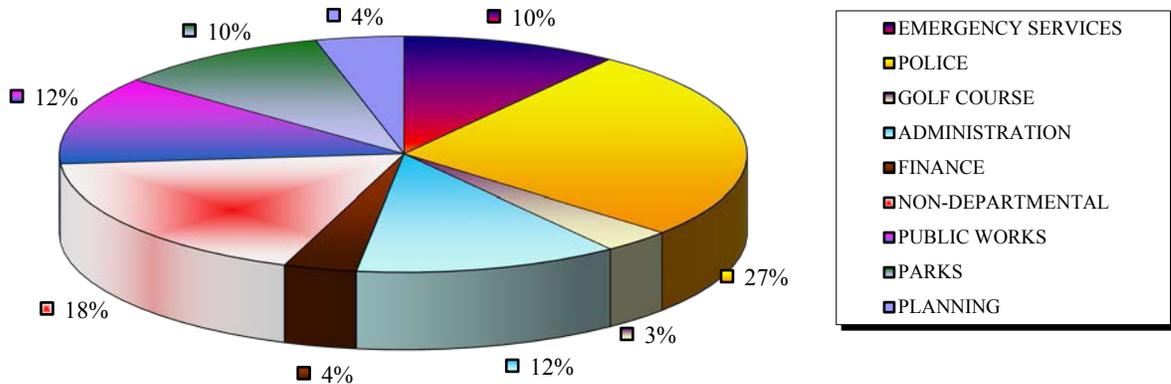
GENERAL FUND

GENERAL FUND SOURCES FISCAL YEAR 2016-17



THIS GRAPH ILLUSTRATES PROJECTED REVENUES FOR THE GENERAL FUND, BY SOURCE, FOR FISCAL YEAR 2016-17.

GENERAL FUND USES FISCAL YEAR 2016-17



THIS GRAPH REPRESENTS EACH DEPARTMENTS SHARE OF THE GENERAL FUND BUDGET FOR FISCAL YEAR 2016-17.

CITY OF LA PORTE
SUMMARY STATEMENT OF REVENUES AND EXPENDITURES

GENERAL FUND

Revenues:	Actual	Budget	Estimated	Projected	Percent
	2014-15	2015-16	2015-16	2016-17	Change
General Property Taxes	\$ 15,983,821	\$ 15,828,500	\$ 16,275,223	\$ 15,728,500	-0.63%
Franchise Fees	2,411,827	2,195,624	2,190,624	2,190,624	-0.23%
Sales Taxes	4,978,626	4,868,750	4,700,000	4,425,000	-9.11%
Industrial Payments	12,269,152	12,436,672	14,377,588	12,500,000	0.51%
Other Taxes	96,323	90,000	95,000	90,000	0.00%
Licenses & Permits	1,346,552	446,525	467,060	417,000	-6.61%
Fines Forfeits	1,759,468	1,603,823	1,593,200	1,598,200	-0.35%
Charges for Services	4,234,870	4,184,144	4,236,664	4,260,364	1.82%
Parks & Recreation	267,015	215,000	238,965	233,700	8.70%
Recreation & Fitness	196,788	220,400	220,400	220,400	0.00%
Golf Course	897,817	1,002,585	1,018,523	1,054,365	5.16%
Intergovernmental	-	-	-	25,000	
Miscellaneous	450,157	38,000	151,200	86,200	126.84%
Operating Transfers	124,507	124,374	124,374	125,126	0.60%
Interest	140,227	80,000	150,000	150,000	87.50%
Total Revenues	\$ 45,157,150	\$ 43,334,397	\$ 45,838,821	\$ 43,104,479	-0.53%

Expenditures:	Actual	Budget	Estimated	Projected	Percent
	2014-15	2015-16	2015-16	2016-17	Change
Emergency Services	\$ 4,634,931	\$ 4,881,704	\$ 4,832,903	\$ 4,840,716	-0.84%
Police	11,770,238	12,594,725	12,286,145	12,575,252	-0.15%
Golf Course	1,460,817	1,578,825	1,562,225	1,550,231	-1.81%
Administration	5,265,927	5,196,763	5,134,801	5,905,107	13.63%
Finance	1,492,962	1,565,716	1,577,748	1,630,305	4.13%
Non-Departmental	6,739,432	5,518,853	5,518,728	8,572,487	55.33%
Public Works	5,301,534	5,592,889	5,421,090	5,806,815	3.82%
Parks	4,202,318	4,400,521	4,324,161	4,711,522	7.07%
Planning	1,705,773	2,206,293	2,084,285	1,876,948	-14.93%
Total Expenditures	\$ 42,573,932	\$ 43,536,289	\$ 42,742,086	\$ 47,469,383	9.03%

CITY OF LA PORTE
SUMMARY STATEMENT OF REVENUES AND EXPENDITURES

UTILITY FUND

Revenues:	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Projected 2016-17	Percent Change
Water Revenue	\$ 4,831,927	\$ 4,371,300	\$ 4,681,500	\$ 4,681,500	7.10%
Sewer Revenue	3,515,873	3,194,900	3,407,400	3,407,400	6.65%
Operating Transfers	331,661	1,000,000	1,000,000	-	-100.00%
Interest	1,883	1,500	2,500	2,500	66.67%
Other Revenue	35,302	6,500	6,500	6,500	0.00%
Total Revenue	\$ 8,716,646	\$ 8,574,200	\$ 9,097,900	\$ 8,097,900	-5.56%
Expenses:					
Water Production	\$ 613,743	\$ 623,040	\$ 609,292	\$ 638,754	2.52%
Water Distribution	946,039	994,069	931,303	1,009,300	1.53%
Wastewater Collection	1,056,220	1,066,348	977,020	1,074,582	0.77%
Wastewater Treatment	1,272,668	1,345,677	1,275,048	1,355,913	0.76%
Utility Billing	767,624	832,112	784,347	762,293	-8.39%
Non Departmental	3,334,065	2,592,543	2,592,048	2,894,030	11.63%
Total Expenses	\$ 7,990,359	\$ 7,453,789	\$ 7,169,058	\$ 7,734,872	3.77%

INTERNAL SERVICE FUNDS

Revenues:	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Projected 2016-17	Percent Change
Charges for Services	3,139,736	3,591,529	3,591,529	1,585,892	-55.84%
Employee Health Services	5,312,912	5,106,529	5,127,139	5,116,529	0.20%
Operating Transfers	1,995,609	696,352	696,352	2,481,648	256.38%
Interest	20,316	9,000	16,000	15,000	66.67%
Total Revenue	\$ 10,468,573	\$ 9,403,410	\$ 9,431,020	\$ 9,199,069	-2.17%
Expenses:					
Motor Pool Fund	\$ 3,108,673	\$ 3,494,761	\$ 3,435,451	\$ 2,591,574	-25.84%
Insurance Fund	6,067,443	6,997,143	7,431,938	7,850,066	12.19%
Technology Fund	205,076	622,000	504,871	100,000	-83.92%
Total Expenses	\$ 9,381,192	\$ 11,113,904	\$ 11,372,260	\$ 10,541,640	-5.15%

CITY OF LA PORTE
SUMMARY STATEMENT OF REVENUES AND EXPENDITURES

ENTERPRISE FUNDS

Revenues:	Actual	Budget	Estimated	Projected	Percent
	2014-15	2015-16	2015-16	2016-17	Change
Charges for Services	\$ 1,165,958	\$ 1,280,121	\$ 1,165,648	\$ 1,347,620	5.27%
Other Financing Sources	787,285	95,606	95,604	126,359	32.17%
Interest	14,018	5,700	11,000	11,000	92.98%
Total Revenue	\$ 1,967,261	\$ 1,381,427	\$ 1,272,252	\$ 1,484,979	7.50%
Expenses:					
Airport Operating	62,790	63,806	64,398	129,273	102.60%
La Porte Area Water Authority	1,216,894	1,178,158	1,011,502	1,375,331	16.74%
Total Expenses	\$ 1,279,684	\$ 1,241,964	\$ 1,075,900	\$ 1,504,604	21.15%

SPECIAL REVENUE FUNDS

Revenues:	Actual	Budget	Estimated	Projected	Percent
	2014-15	2015-16	2015-16	2016-17	Change
Sales Tax	\$ 4,967,295	\$ 4,868,751	\$ 4,700,000	\$ 4,425,000	-9.11%
Hotel/Motel Occupancy Taxes	701,619	650,000	635,000	650,000	0.00%
Fines & Forfeits	193,939	108,000	108,000	115,500	6.94%
Charges for Services	710,354	4,000	4,000	4,000	0.00%
Grant Revenue	3,207,995	531,593	531,593	751,280	41.33%
Miscellaneous	26,000	850	850	850	0.00%
Operating Transfers	177,550	-	-	-	0.00%
Interest	26,565	8,800	20,200	14,000	59.09%
Total Revenue	\$ 10,011,317	\$ 6,171,994	\$ 5,999,643	\$ 5,960,630	-3.42%
Expenses:					
Grant Fund	\$ 411,560	\$ 929,342	\$ 929,342	\$ 1,110,497	19.49%
Street Maintenance Sales Tax	981,973	1,895,000	1,996,596	1,605,313	-15.29%
Emergency Services District	951,606	1,446,787	1,653,608	1,302,632	-9.96%
Hotel/Motel Occupancy Tax	785,912	790,696	857,003	836,241	5.76%
Section 4B Sales Tax	1,443,415	1,162,143	1,076,944	2,035,481	75.15%
Total Expenses	\$ 4,574,466	\$ 6,223,968	\$ 6,513,493	\$ 6,890,164	10.70%

**CITY OF LA PORTE
SCHEDULE OF CAPITAL OUTLAY
FY 2016-17**

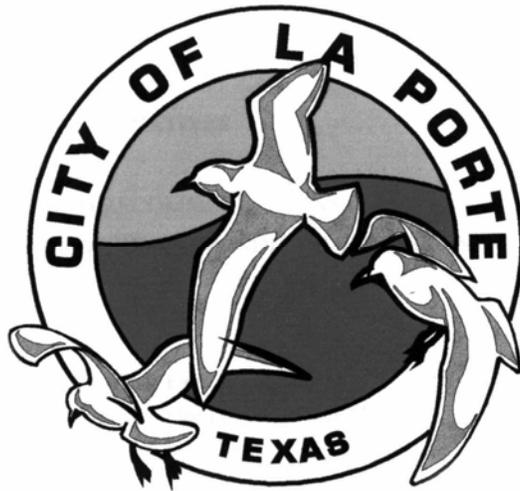
ACCOUNT	DESCRIPTION	AMOUNT
001-5252-521-8002	Replace Carpet in Dispatch Supervisors Office, Support Service & CID Office	\$ 6,800
001-5253-521-8050	Upgrade Cost - (4) Charges to Tahoes	40,600
001-6049-551-8021	Greens Roller	14,000
001-7071-531-8021	Replace - Truck Mount Mosquito Fogger	11,500
001-7071-531-8021	Additional - Pavement Crack Router	9,750
001-7071-531-8027	Rehabilitate Signals on Broadway	25,000
001-8080-552-8002	Exterior Building Cleaning RFC & Five Points - Chemical Cleaning Low Pressure - 2 x Per year	7,500
001-8080-552-8002	RFC Pool Plaster - Plaster is Thine & Discolored	17,500
001-8080-882-80-21	Holiday Lighting Decorations	12,500
001-8081-551-8021	Gym Curtain - Separate Open Gym from Organized Classes	15,000
001-8081-551-8021	Fitness Center Resettable Locker needed for Phone and Key Safety	5,000
002-6176-515-8012	Water Taps	7,000
002-6176-515-8013	Sewer Taps	30,000
002-7084-533-8002	Fence at Plant 5	6,000
002-7084-533-8021	Electric Motor & Controls - Pump Replacement	16,000
002-7086-532-8013	Sewer Taps	1,500
002-7087-532-8002	A/C Unit for Main Office Building	7,000
002-7087-532-8021	Replace - Sludge Transfer Pump (Over 14 Yrs Old)	28,000
002-7087-532-8021	Replace - Polymer Pump (Over 14 Yrs Old)	11,000
016-7075-533-8021	Participate With IT Department Security Camera Replacement	10,000
023-9904-580-8023	Router/Switch Upgrade	100,000
034-5051-522-8021	Escape Pack	10,000
034-5051-522-8021	Rescue Boats	25,000
034-5051-522-8021	Communications	40,000
034-5059-522-8021	Additional - Stryker Power COT/Stretcher	25,000
034-5059-522-8021	Replace - Lucas Chest Compression Device	18,000
034-5059-522-8021	Replace - 12 Lead/EKG Defibrillator Monitor	45,000
034-5059-522-8050	Replace - Frazerbilt Type 1 14' Ambulance	200,000
	TOTAL CAPITAL OUTLAY	\$ 744,650

**CITY OF LA PORTE
PERSONNEL SUMMARY - ALL FUNDS**

	Approved 2014-15	Approved 2015-16	Requested 2016-17
FULL-TIME POSITIONS			
Fire Prevention	4.00	4.00	4.00
Fire Suppression	25.00	25.00	25.00
Emergency Medical Services	29.00	29.00	29.00
Police Administration	6.00	6.00	6.00
Police Patrol	49.00	49.00	49.00
Criminal Investigation	20.00	20.00	20.00
Support Services	31.00	31.00	31.00
Administration	2.75	2.70	2.50
Golf Course Club House	4.00	4.00	4.00
Golf Course Maintenance	10.00	10.00	10.00
Emergency Management	2.00	2.00	3.00
Human Resources	3.00	3.00	3.00
Municipal Court	9.00	9.00	9.00
Purchasing	3.00	3.00	3.00
IT/Computer Maintenance	6.00	7.00	7.00
City Secretary	4.00	4.00	4.00
Accounting	8.50	8.50	8.50
Tax Office	3.50	3.50	3.50
Public Works	4.00	4.00	5.20
Streets	26.50	26.50	27.75
Residential Solid Waste	22.50	22.50	22.75
Parks Maintenance	23.00	23.00	23.00
Recreation	5.00	5.00	5.00
Special Services	6.00	6.00	6.00
Parks Administration	7.00	7.00	6.25
Planning & Engineering	8.00	8.00	6.00
GIS Division	2.00	2.00	2.00
Inspections	11.00	11.00	11.00
Water Production	4.250	4.250	4.325
Water Distribution	11.750	11.750	11.825
Wastewater Collection	10.750	10.750	10.825
Wastewater Treatment	9.250	9.250	9.325
Utility Billing	9.00	9.00	9.00
Airport	0.50	0.50	0.50
Liability Insurance	-	-	1.00
Vehicle Maintenance	11.50	11.50	11.50
Emergency Services District	1.00	1.00	1.00
Hotel/Motel	1.25	1.25	1.30
Economic Development	0.75	1.00	1.00
	<hr/>	<hr/>	<hr/>
Totals	394.75	395.95	398.05

**CITY OF LA PORTE
PERSONNEL SUMMARY - ALL FUNDS**

	Approved 2014-15	Approved 2015-16	Requested 2016-17
PART-TIME POSITIONS			
Fire Suppression	3.00	3.00	3.00
Emergency Medical Services	3.00	3.00	3.00
Patrol	1.00	1.00	1.00
Support Services	4.00	4.00	4.00
Municipal Court	1.00	1.00	1.00
Parks Maintenance	2.00	2.00	2.00
Recreation	18.00	18.00	20.00
Special Services	2.00	2.00	2.00
Parks Administration	3.00	3.00	3.00
Golf Course Club House	8.00	8.00	8.00
Golf Course Maintenance	-	-	-
	<hr/>	<hr/>	<hr/>
	45.00	45.00	47.00
 Recap:			
Full Time	394.75	395.95	398.05
Part Time	45.00	45.00	47.00
	<hr/>	<hr/>	<hr/>
Total	439.75	440.95	445.05



**City of La Porte
General Fund (001) Summary**

Beginning Fund Balance 9/30/15		\$ 32,216,550
Plus Estimated 15-16 Revenues		45,838,821
Less Estimated 15-16 Expenditures		42,742,086
Reserve for Utility System Improvements		2,000,000
Estimated Fund Balance 9/30/16		33,313,285
Plus 16-17 Revenues:		
General Property Taxes	15,728,500	
Franchise Fees	2,190,624	
Sales Tax	4,425,000	
Industrial Payments	12,500,000	
Other Taxes	90,000	
License & Permits	417,000	
Fines & Forfeits	1,598,200	
Charges for Services	4,260,364	
Parks & Recreation	233,700	
Recreation & Fitness Center	220,400	
Golf Course	1,054,365	
Intergovernmental	25,000	
Miscellaneous	86,200	
Operating Transfers	125,126	
Interest Income	150,000	
Total Revenues	43,104,479	43,104,479
Equals Total Resources		76,417,764
Less 16-17 Expenditures:		
Emergency Services	4,840,716	
Police	12,575,252	
Golf Course	1,550,231	
Administration	5,905,107	
Finance	1,630,305	
Non-Departmental	8,572,487	
Public Works	5,806,815	
Parks	4,711,522	
Planning	1,876,948	
Total Expenditures	47,469,383	47,469,383
Ending Fund Balance 9/30/17		\$ 28,948,381

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 45,838,821	\$ 43,104,479	
Expenditures	42,742,086	47,469,383	
Revenues over Expenditures	\$ 3,096,735	\$ (4,364,904)	

Targeted Reserve- 120 days of expenditures

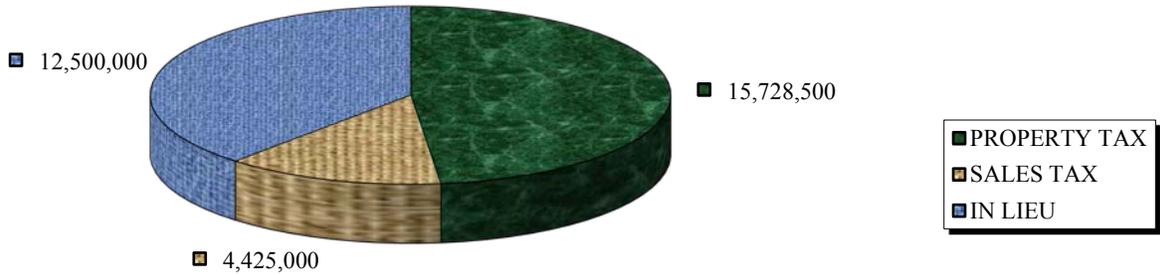
Estimated days - 223 days

Goal: \$15,606,372

1 Day = \$130,053

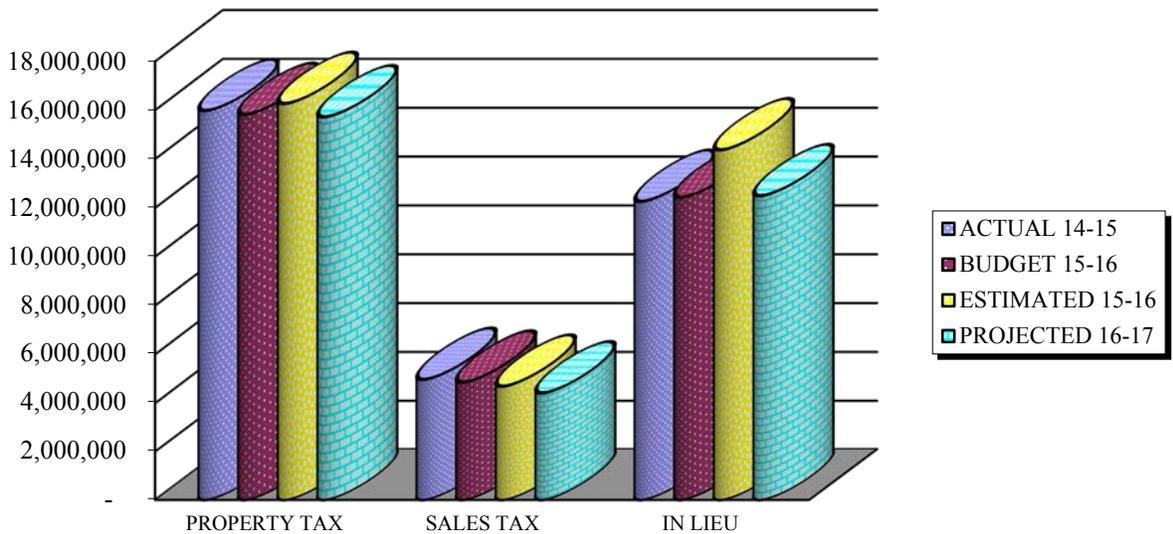
TAX REVENUE

2016-2017 PROJECTED



THIS GRAPH ILLUSTRATES PROJECTED TAX REVENUES FOR THE GENERAL FUND.

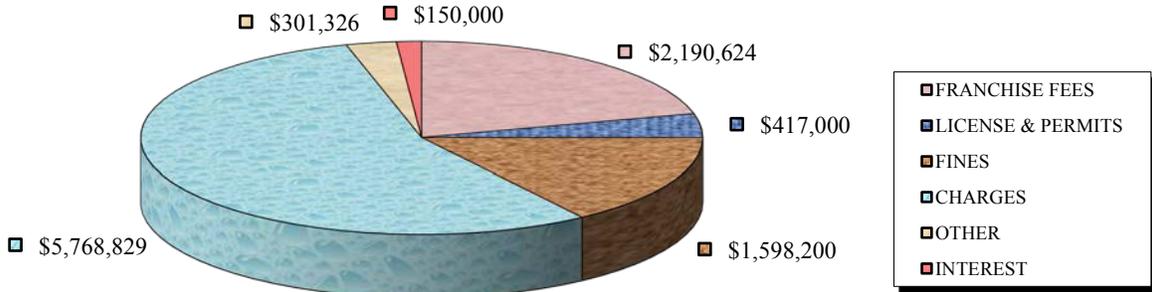
FOUR YEAR COMPARISON



THIS GRAPH REPRESENTS FOUR YEARS OF REVENUE DERIVED THROUGH TAXATION.

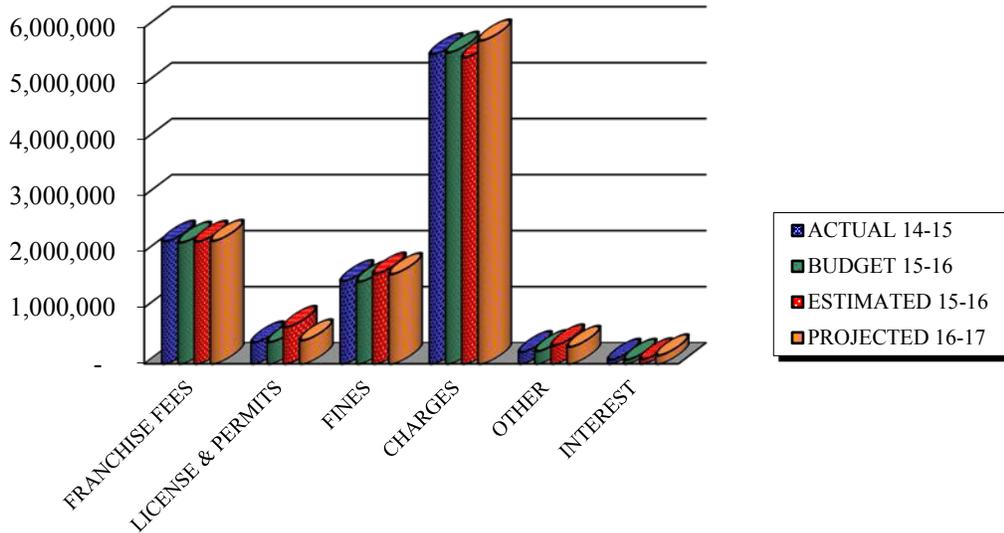
NON-TAX REVENUE

2016-2017 PROJECTED



THIS GRAPH ILLUSTRATES PROJECTED NON-TAX REVENUES FOR THE GENERAL FUND.

FOUR YEAR COMPARISON



THIS GRAPH REPRESENTS FOUR YEARS OF REVENUE DERIVED FROM NON-TAX SOURCES.

**City of La Porte
General Fund (001)
Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
General Property Taxes:					
401.01-00	Current Property Taxes	\$ 15,761,766	\$ 15,600,000	\$ 16,000,000	\$ 15,500,000
401.02-00	Delinquent Taxes	57,216	68,000	85,000	68,000
401.03-00	Tax Penalty and Interest	84,687	75,000	75,000	75,000
401.05-00	Delinquent Tax Pen and Int	55,789	60,000	60,000	60,000
401.15-00	Rendition Penalty	24,363	25,500	55,223	25,500
	General Property Taxes Subtotal	<u>15,983,821</u>	<u>15,828,500</u>	<u>16,275,223</u>	<u>15,728,500</u>
Franchise Fees:					
402.01-00	Franchise/Electrical	1,393,817	1,270,624	1,270,624	1,270,624
402.02-00	Franchise/Gas	137,470	150,000	150,000	150,000
402.03-00	Franchise/Telephone	193,540	300,000	300,000	300,000
402.04-00	Franchise/Cable TV	603,020	385,000	385,000	385,000
402.05-00	Franchise/Commercial Solidwaste	83,980	90,000	85,000	85,000
	Franchise Fees Subtotal	<u>2,411,827</u>	<u>2,195,624</u>	<u>2,190,624</u>	<u>2,190,624</u>
Sales Taxes:					
403.01-00	Sales Tax	4,978,626	4,868,750	4,700,000	4,425,000
	Sales Taxes Subtotal	<u>4,978,626</u>	<u>4,868,750</u>	<u>4,700,000</u>	<u>4,425,000</u>
Industrial Payments:					
404.01-00	Industrial Payments	12,269,152	12,436,672	14,377,588	12,500,000
	Industrial Payments Subtotal	<u>12,269,152</u>	<u>12,436,672</u>	<u>14,377,588</u>	<u>12,500,000</u>
Other Taxes:					
405.01-00	Tax on Sale of Mixed Drinks	96,305	90,000	95,000	90,000
405.02-00	Bingo Taxes	18	-	-	-
	Other Taxes Subtotal	<u>96,323</u>	<u>90,000</u>	<u>95,000</u>	<u>90,000</u>
Licenses & Permits:					
406.01-00	Beer, Wine, Liquor Licenses	8,246	7,850	7,850	7,850
406.02-00	Building Permits	754,427	230,000	235,000	200,000
406.03-00	Animal Licenses	570	1,050	1,050	1,050
406.05-00	Electrical Permits	32,005	16,000	18,000	17,000
406.06-00	Game Room Licenses	4,644	4,000	5,000	5,000
406.07-00	Plumbing Permits	24,485	16,000	16,500	16,100
406.08-00	Mobile Home Park Licenses	380	325	325	325
406.09-00	Wrecker Permits	1,725	1,725	1,725	1,725
406.10-00	Heating and A/C Permits	69,286	20,000	30,500	25,000
406.12-00	Misc Licenses, Permits & Fees	10,151	5,500	10,000	9,500
406.13-00	Demolishing Permits	2,100	1,900	1,975	1,700
406.14-00	Sign Permits	5,839	2,500	2,510	2,600
406.15-00	Pool Permits	6,285	3,000	5,000	4,800
406.17-00	Pipeline Application Permits	1,000	4,000	2,000	2,000
406.18-00	Filing Fees	350	-	625	-
406.19-00	Alarm Permits	42,623	35,000	35,000	35,000
406.20-00	Fill Dirt Permits	5,344	3,075	700	650
406.21-00	Re-Inspection Fees	945	1,000	1,000	1,000
406.22-00	Plan Review Fees	369,847	80,000	81,000	75,000
406.23-00	Private Ambulance License	-	4,500	4,500	4,500
406.24-00	Driveway Tie-In Fees	3,200	2,000	2,200	2,100
406.25-00	Storm Water Permits	3,000	7,000	4,500	4,000
406.26-00	Group Care Facilities	100	100	100	100
	Licenses & Permits Subtotal	<u>1,346,552</u>	<u>446,525</u>	<u>467,060</u>	<u>417,000</u>

**City of La Porte
General Fund (001)
Statement of Revenues, Continued**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Fines & Forfeits:					
407.01-00	Pound Fines	4,700	10,000	5,000	10,000
407.04-00	Oper & Chauff Licenses	18	-	-	-
407.06-00	Contrib to Victims of Crime	29	-	-	-
407.08-00	Municipal Court Fines	851,016	840,000	840,000	840,000
407.09-00	Warrant Fees	107,349	110,000	100,000	100,000
407.13-00	Administrative Fee	539,236	416,423	430,000	430,000
407.15-00	Arrest Fee	47,131	40,000	40,000	40,000
407.16-00	Police Accident Reports	2,668	2,000	2,000	2,000
407.19-00	TxDOT Program Fines	37,198	43,000	25,000	25,000
407.21-00	Consolidated Court Costs	40,912	15,000	15,000	15,000
407.24-00	Time Payment Fee	16,197	15,000	15,000	15,000
407.26-00	Seat Belt Fines	3,651	2,500	1,300	1,300
407.29-00	State Traffic Fee	11,100	4,000	4,000	4,000
407.31-00	Weight Violation Fines	77,301	90,000	100,000	100,000
407.32-00	DPS - Local	5,550	5,500	5,000	5,000
407.36-00	State Juror Fee	4,089	1,500	1,500	1,500
407.38-00	Indigent Defense Fund	2,042	800	800	800
407.39-00	Civil Justice Fee Court	67	100	100	100
407.41-00	Truancy Prev & Diversion	9,214	8,000	8,500	8,500
	Fines & Forfeits Subtotal	<u>1,759,468</u>	<u>1,603,823</u>	<u>1,593,200</u>	<u>1,598,200</u>
Charges for Services:					
408.01-01	Street & Alley Closing App Fee	6,000	9,000	3,000	3,000
408.01-03	Commercial Solid Waste	15,153	12,500	15,000	15,000
408.01-04	Residential Solid Waste	2,232,777	2,215,000	2,230,000	2,230,000
408.01-05	Use of City Equip, Mat, Lab	517	550	550	550
408.01-06	Rezoning Fees	5,700	1,800	1,500	1,200
408.01-07	Tax Certificates	1,120	600	600	600
408.01-09	Tax Billing Fees	170,176	268,671	268,671	268,671
408.01-11	Lease of Fire Training Facility	28,250	40,000	40,000	40,000
408.01-12	Contract Fire Protection	173,224	164,530	164,530	164,530
408.01-15	Document Reproduction	269	450	300	300
408.01-16	NSF Service Charges	181	300	250	250
408.01-17	Police Teletype/Dispatching	74,444	69,658	69,658	69,658
408.01-18	Pipeline Assessments	61,600	52,000	60,000	60,000
408.01-19	EMS Contract Revenue	325,427	248,000	250,000	250,000
408.01-20	EMS Patient Revenue	700,297	600,000	630,000	630,000
408.01-21	Recycling	13,141	20,000	15,000	15,000
408.01-22	Mowing & Demolition	73,963	85,000	66,000	70,000
408.01-23	Sale of Garbage Bags	14,325	9,000	10,000	10,000
408.01-36	Outstanding Tax Report	7,800	7,800	7,800	7,800
408.01-37	Police Services (LPISD)	328,504	358,935	391,755	391,755
408.01-40	Election Fees	-	20,000	-	20,000
408.01-42	Donation Park Beautification	335	350	350	350
408.01-47	Contract Court Services	1,667	-	11,700	11,700
	Charges for Services Subtotal	<u>4,234,870</u>	<u>4,184,144</u>	<u>4,236,664</u>	<u>4,260,364</u>
Parks & Recreation:					
408.02-01	Swimming Pool Admissions	16,792	20,000	20,000	20,000
408.02-02	Wave Pool Concessions	1,750	2,000	4,000	-
408.02-03	Wave Pool Admissions	120,684	95,000	100,000	100,000
408.02-04	Aquatic Facility Rental	30,575	25,000	30,000	30,000
408.02-05	Aquatic Memberships	1,756	2,000	2,000	2,000
408.02-07	Special Events	-	-	1,265	-
408.02-09	General Programs/Camps	11,268	1,000	1,200	1,200
408.02-10	Youth Sports	6,255	3,000	6,000	6,000
408.02-11	Triathlon	17,412	12,000	12,000	12,000
408.02-13	Recreation Center Rental	30,014	28,000	30,000	30,000
408.02-14	Athletic Complex	7,073	11,000	9,000	9,000
408.02-15	Rodeo Arena Rental	8,210	1,500	8,000	8,000
408.02-16	Sport Camps	2,140	2,000	2,000	2,000
408.02-19	Parks/Recreation Misc	1,635	1,500	1,500	1,500
408.02-22	Special Olympics (Sport)	11,451	11,000	12,000	12,000
	Parks & Recreation Subtotal	<u>267,015</u>	<u>215,000</u>	<u>238,965</u>	<u>233,700</u>

**City of La Porte
General Fund (001)
Statement of Revenues, Continued**

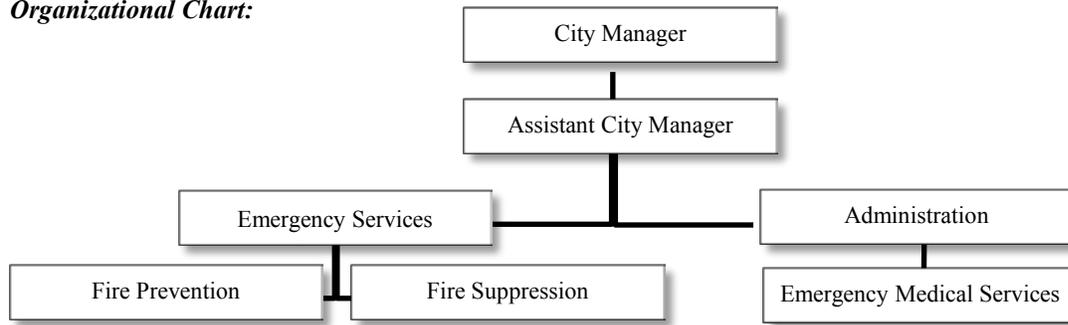
Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Recreation & Fitness Center:					
408.03-01	Recreation Center Memberships	170,931	200,000	200,000	200,000
408.03-02	Recreation Center Walk-ins	17,657	20,000	20,000	20,000
408.03-03	Recreation Center Class Fees	8,200	400	400	400
	Recreation & Fitness Subtotal	<u>196,788</u>	<u>220,400</u>	<u>220,400</u>	<u>220,400</u>
Golf Course:					
408.07-01	Green Fees	446,171	518,655	552,452	574,760
408.07-08	Cart Fees	324,319	350,730	342,989	346,055
408.07-12	Resident Membership	8,315	10,000	6,900	6,900
408.07-13	Non-Resident Membership	67,435	62,000	67,600	72,800
408.07-14	Senior Membership	15,177	13,000	11,400	11,400
408.07-16	Concession Commissions	31,200	31,200	31,200	31,200
408.07-17	Resident Family Membership	1,640	4,000	1,600	2,400
408.07-18	Non-Resident Family Membership	3,560	4,000	3,000	2,850
408.07-34	Sponsor Donations	-	8,000	382	5,000
408.07-36	Summer Memberships	-	1,000	1,000	1,000
	Golf Course	<u>897,817</u>	<u>1,002,585</u>	<u>1,018,523</u>	<u>1,054,365</u>
Intergovernmental:					
409.03-00	Emergency Services Grants	-	-	-	25,000
	Intergovernmental Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
Miscellaneous:					
410.01-00	Miscellaneous Revenue	238,098	35,000	150,000	85,000
410.07-00	Donations	1,205	3,000	1,200	1,200
410.10-00	Insurance Recoveries	210,854	-	-	-
	Miscellaneous Subtotal	<u>450,157</u>	<u>38,000</u>	<u>151,200</u>	<u>86,200</u>
Operating Transfers:					
480.01-16	Admin Trans from LPAWA Fund	67,007	66,874	66,874	67,626
480.01-26	Admin Trans from Hotel/Motel	57,500	57,500	57,500	57,500
	Operating Transfers Subtotal	<u>124,507</u>	<u>124,374</u>	<u>124,374</u>	<u>125,126</u>
Interest:					
483.01-00	Interest Income	140,227	80,000	150,000	150,000
	Interest Subtotal	<u>140,227</u>	<u>80,000</u>	<u>150,000</u>	<u>150,000</u>
Total General Fund Revenue		\$ 45,157,150	\$ 43,334,397	\$ 45,838,821	\$ 43,104,479

Emergency Services Department

FY 16-17

Mission Statement: To provide the community with the most efficient and progressive Fire Prevention, Protection and Emergency Medical Services possible in an effective and responsible manner.

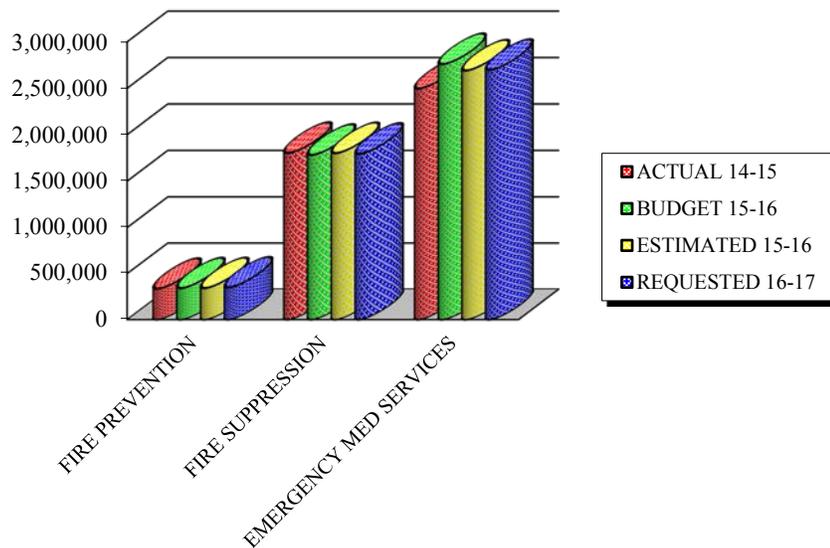
Organizational Chart:



Share of General Fund Budget: 10%



Four Year Comparison by Division:



Emergency Services Department Fiscal Year 2016-17

Summary:

The Emergency Services Department is responsible for providing the community with all aspects of Fire Protection Services, Fire Suppression and Emergency Medical Services. The department has the responsibility for uniting competent, qualified personnel and reliable apparatus and equipment in a comprehensive program of fire prevention activities, public education, fire suppression and emergency medical treatment operations. The Department is also equipped with eight pumpers, one aerial tower, one heavy rescue, one light rescue, two four wheel drive grass rigs and has five certified, fully stocked, Mobile Intensive Care Units.

Department Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Fire Prevention	\$ 334,824	\$ 340,507	\$ 341,402	\$ 349,501	2.64%
Fire Suppression	1,803,216	1,782,187	1,800,745	1,794,431	0.69%
Emergency Medical Services	2,496,891	2,759,010	2,690,756	2,696,784	-2.26%
Department Total	\$ 4,634,931	\$ 4,881,704	\$ 4,832,903	\$ 4,840,716	-0.84%

Department Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 4,066,479	\$ 4,203,495	\$ 4,186,920	\$ 4,264,067	1.44%
Supplies	195,375	221,561	197,474	180,260	-18.64%
Services & Charges	373,077	409,948	401,809	396,389	-3.31%
Capital Outlay	-	46,700	46,700	-	0.00%
Department Total	\$ 4,634,931	\$ 4,881,704	\$ 4,832,903	\$ 4,840,716	-0.84%

**Emergency Services Department
FY 16-17**

Fire Prevention Division

Goals:

- Complete Business Inspections of 95% of occupied businesses in the City of La Porte
- Administer creative and innovative Fire Prevention Programs to school age children
- Increase awareness of the “Free Smoke Detector” program offered by the La Porte Fire Marshal’s Office for low-income and the elderly

Objectives:

- Review complete fire prevention inspection program
- Implement door hanger information campaign for smoke detector program
- Survey school children to identify tools that they believe will help them remember fire prevention concepts
- Develop new fire prevention programs

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
% Occupied Businesses Inspected			
Number of Smoke Detectors Distributed			
Turnover Rate (excluding retirements)			

Emergency Services Department
Fiscal Year 2016-17

Fire Prevention Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 315,977	\$ 317,399	\$ 320,409	\$ 329,054	3.67%
<i>Supplies</i>	11,487	8,118	6,676	8,009	-1.34%
<i>Services & Charges</i>	7,360	14,990	14,317	12,438	-17.02%
Division Total	\$ 334,824	\$ 340,507	\$ 341,402	\$ 349,501	2.64%

Scope of Services Summary

The Fire Prevention Division conducts Fire Prevention Inspections and Fire Investigations. This Division presents Fire Prevention Public Education Programs and assists with the dangerous building demolition program. This Division reviews all commercial blueprints, remodeling and construction for Fire Code compliance.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Fire Marshal	1	1	1
Deputy Fire Marshal II	1	1	1
Deputy Fire Marshal I	1	1	1
Secretary I	1	1	1
Total	4	4	4

**City of La Porte, Texas
Fire Prevention
Detail of Expenditures**

001-5050-522

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 212,468	\$ 217,248	\$ 216,708	\$ 225,857
1020 Overtime	5,160	1,600	5,000	3,000
1030 Certification	2,108	2,100	2,076	2,100
1035 Longevity	1,108	1,340	1,340	1,532
1044 Cleaning Allowance	724	723	713	722
1060 FICA	15,997	16,266	16,347	17,070
1065 Retirement	36,508	36,308	36,321	36,869
1080 Insurance - Medical	41,688	41,688	41,688	41,688
1081 Insurance - Life	216	126	216	216
Personal Services Subtotal	315,977	317,399	320,409	329,054
Supplies:				
2001 Office Supplies	418	450	450	450
2002 Postage	5	100	100	100
2004 Gas and Oil	4,019	4,168	2,976	3,709
2005 Minor Tools	420	500	500	1,050
2008 Educational	1,487	2,150	2,100	1,850
2015 Other Supplies	850	550	550	650
2018 Computer Supplies	-	200	-	200
2090 Machinery/Tools/Equipment	4,288	-	-	-
Supplies Subtotal	11,487	8,118	6,676	8,009
Services & Charges:				
3001 Memberships & Subscriptions	2,162	3,825	3,825	2,730
4002 Machinery/Tools/Equipment	-	400	400	-
4003 Radios and Base Stations	205	200	200	200
4030 VM: Fleet Maintenance	2,382	2,749	2,749	2,904
4055 Computer Software	-	4,800	4,127	4,800
4060 Technology Lease Fees	2,323	2,916	2,916	1,704
5007 Other Professional Services	-	100	100	100
7004 Water	288	-	-	-
Services & Charges Subtotal	7,360	14,990	14,317	12,438
Division Total	\$ 334,824	\$ 340,507	\$ 341,402	\$ 349,501

Emergency Services Department FY 16-17

Fire Suppression Division

Goal 1: Maintain Current ISO 2 Rating

Program Objectives	Program Indicators
Maintain and purchase equipment to stay compliant with State and NFPA standards	<ul style="list-style-type: none"> ● Maintain 20 year replacement schedule on fire apparatus ● Replace SCBA to meet 2013 standards ● Schedule yearly testing of ladders, hose, and SCBA as required
Maintain paid personnel and encourage certification upgrades (OBJ 5c)	<ul style="list-style-type: none"> ● Place all paid firefighters on a growth plan to achieve the highest level of certification that is possible ● Make state application when firefighter reaches certification credentials Train firefighters to maintain and advance state certification ● Certify paid staff as driver operators
Maintain Volunteer Firefighter numbers	<ul style="list-style-type: none"> ● Continue volunteer retention program and look at retirement options for volunteers yearly ● Establish recruit class enrollment standards
Certify all volunteer firefighters as basic certified through SFFMA	<p>Upon completion of recruit class volunteer firefighters will be able to take state exam for Basic Certification through SFFA</p> <p>Set up training class to make all volunteers credentialed to take Basic Certification through SFFMA</p>

Goal 2: Provide exceptional Fire and Rescue response

Program Objectives	Program Indicators
Maintain exceptional response times	<ul style="list-style-type: none"> ● Average response time under 3 minutes for in city and contract area response ● Average response time under 6 minutes for out of city response
Identify and employ best strategies, management practices, policies and procedures, and organizational systems that promote accountability, open communication, collective responsibility, visionary leadership, fiscal responsibility, and organizational effectiveness (OBJ 7d)	<ul style="list-style-type: none"> ● Seek out and implement available state and national best practices

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Turnover Rate (paid staff excluding retirements)			
In City/Contract area Response Time			
Out of City Response Time			

Emergency Services Department
Fiscal Year 2016-17

Fire Suppression Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 1,520,815	\$ 1,479,015	\$ 1,510,005	\$ 1,515,687	2.48%
<i>Supplies</i>	31,259	58,178	49,466	31,190	-46.39%
<i>Services & Charges</i>	251,142	244,994	241,274	247,554	1.04%
Division Total	\$ 1,803,216	\$ 1,782,187	\$ 1,800,745	\$ 1,794,431	0.69%

Scope of Services Summary

The Fire Suppression Division, under the direction of the Chief, is responsible for the protection of life and property from fires, hazardous material incidents, and other emergencies that may arise. The Division consists of thirteen (13) full time fire fighters, and 70 volunteer fire fighters, operating out of four stations, each of which is manned 24 hours a day by one of the paid fire fighters.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Assistant Fire Chief	1	1	1
Administrative Assistant	1	1	1
Fire Engineer	12	12	12
Field Maintenance Worker (P/T)	3	3	3
Volunteer Fire Engineer	11	11	11
Total	28	28	28

**City of La Porte, Texas
Fire Suppression
Detail of Expenditures**

001-5051-522

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 782,586	\$ 812,817	\$ 783,611	\$ 790,658
1020 Overtime	265,178	210,000	265,000	260,000
1030 Certification	16,100	15,342	15,136	15,600
1035 Longevity	8,648	9,188	9,260	9,096
1044 Cleaning Allowance	3,034	3,135	2,852	3,127
1050 WC Loss Time	851	-	-	-
1060 FICA	77,336	74,713	76,634	78,181
1065 Retirement	171,376	161,662	165,488	167,246
1066 Vol Firemen Retirement	48,820	45,000	45,000	45,000
1067 Pars Retirement	402	674	540	295
1080 Insurance - Medical	145,908	145,908	145,908	145,908
1081 Insurance - Life	576	576	576	576
Personal Services Subtotal	1,520,815	1,479,015	1,510,005	1,515,687
Supplies:				
2001 Office Supplies	1,557	1,875	1,700	1,950
2002 Postage	84	250	480	250
2003 Protective Clothing	1,393	24,007	24,007	-
2004 Gas and Oil	20,484	24,321	15,829	20,015
2005 Minor Tools	696	850	700	850
2006 Cleaning	1,178	1,200	1,200	1,200
2007 Chemical	168	-	-	-
2008 Educational	1,709	1,425	1,400	1,425
2015 Other Supplies	3,840	3,500	3,400	4,750
2090 Machinery/Tools/Equipment	115	-	-	-
2093 Computer Equipment	35	750	750	750
Supplies Subtotal	31,259	58,178	49,466	31,190
Services & Charges:				
3001 Memberships & Subscriptions	5,148	6,500	5,500	6,500
3020 Training/Seminars	85	-	-	-
3024 Tuition Reimbursement	-	-	-	7,000
4001 Office Equipment	11	-	-	-
4002 Machinery/Tools/Equipment	21,791	5,000	5,000	5,000
4003 Radios and Base Stations	4,592	7,000	7,200	7,000
4006 Heating and A/C Equipment	8,936	8,000	9,000	8,500
4008 Pumps/Motors	5,874	8,300	6,800	8,300
4011 Building Maintenance	8,672	15,250	15,000	13,750
4030 VM: Fleet Maintenance	57,953	56,222	56,222	56,336
4031 Other Vehicle Maintenance	3,152	3,000	2,500	3,000
4055 Computer Software	4,172	-	-	-
4060 Technology Lease Fees	11,306	13,122	13,122	7,668
5005 Personnel Services	24,806	25,000	25,000	25,000
5007 Other Professional Services	12,600	12,600	12,600	18,000
6001 Uniforms	2,696	3,000	2,700	3,000
6010 Janitorial Services	1,891	6,500	1,630	2,000
7001 Electrical	58,336	61,000	61,000	61,000
7002 Natural Gas	3,249	4,500	4,000	4,500
7004 Water	15,872	10,000	14,000	11,000
Services & Charges Subtotal	251,142	244,994	241,274	247,554
Division Total	\$ 1,803,216	\$ 1,782,187	\$ 1,800,745	\$ 1,794,431

Administration Department

FY 16-17

Emergency Medical Services Division

Goals:

- Maintain weekly continuing education programs for all EMS employees to insure optimal and up to date patient care
- To reduce overall response times, scene times and turn around times
- To maintain a strong commitment to community education & outreach
- To provide an on going presence at community events
- To continue to provide monthly CPR courses for the citizens of La Porte
- To continue to provide monthly immunization clinics to improve the health care for the children of Texas

Objectives:

- To initiate continuing education programs as well as semi-annual protocol examinations by the EMS Medical Director
- Increase presence at parades, health fairs and festivals
- To continue to aggressively plan, implement, and monitor the quality of Emergency Medical Services provided to the residents of and visitors to the City of La Porte through data collection and our quality assurance program

Performance Indicators:

	Actual	Estimated	Proposed
	2014-15	2015-16	2016-17
Total EMS Responses	3,629	3,800	3,900
Total Number of Child Immunizations Given	910	750	750
Total Number of CPR Students Trained	110	200	200
Average Response Time to Call (Minutes)	7.37	7.50	7.50
Average Turn-Around Time (Minutes)	83.48	84.00	84.00
Patient Billing Collection Rate (Percentage)	52%	52%	54%

Administration Department
Fiscal Year 2016-17

Emergency Medical Services Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$2,229,687	\$2,407,081	\$2,356,506	\$2,419,326	0.51%
<i>Supplies</i>	152,629	155,265	141,332	141,061	-9.15%
<i>Services & Charges</i>	114,575	149,964	146,218	136,397	-9.05%
Division Total	<u>\$2,496,891</u>	<u>\$2,759,010</u>	<u>\$2,690,756</u>	<u>\$2,696,784</u>	-2.26%

Scope of Services Summary

The EMS Department is responsible for providing emergency life support services at the basic and advanced level. EMS staff consists of a Chief, Assistant Chief, Captain's, Paramedic III's, Paramedic II's, Paramedic I's, EMS Interns and a Billing Specialist. EMS utilizes 5 fully stocked Mobile Intensive Care Unit (MICU) ambulances in its fleet, and has 3 MICU ambulances on-duty at all times along with the Advanced Life Support (ALS) equipped 1st responder vehicles that are operated by the on-duty EMS supervisors. The citizens of La Porte are provided with the highest level of pre-hospital care available in the State of Texas.

The City of La Porte EMS has established itself in the community as an ardent supporter of public education and community outreach programs to include: Child Safety Seat Program, Childhood Immunization Program, Community CPR Classes, Fall Prevention Program and Shattered Dreams Programs.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
EMS Chief	1	1	1
Assistant EMS Chief	1	1	1
EMS Captain	2	2	2
Paramedic III	3	3	3
Paramedic II	9	9	9
Paramedic I	9	9	9
EMS Billing Specialist	1	1	1
Paramedic Intern	3	3	3
Relief Paramedic	3	3	3
Total	<u>32</u>	<u>32</u>	<u>32</u>

**City of La Porte, Texas
Emergency Medical Services
Detail of Expenditures**

001-5059-522

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 867,025	\$ 1,009,433	\$ 943,013	\$ 946,195
1013 FLSA Scheduled Overtime	540,760	592,754	592,754	610,537
1020 Overtime	135,764	95,000	120,000	120,000
1030 Certification	22,385	22,000	21,949	56,900
1035 Longevity	8,544	9,572	9,380	10,056
1044 Cleaning Allowance	5,682	6,511	5,495	5,532
1050 WC Loss Time	1,522	-	1,155	-
1060 FICA	115,703	125,848	122,845	126,370
1065 Retirement	260,294	273,518	267,673	271,727
1067 Pars Retirement	28	519	262	29
1080 Insurance - Medical	270,972	270,972	270,972	270,972
1081 Insurance - Life	1,008	954	1,008	1,008
Personal Services Subtotal	2,229,687	2,407,081	2,356,506	2,419,326
Supplies:				
2001 Office Supplies	3,366	3,800	3,800	3,800
2002 Postage	4,720	5,000	5,000	5,500
2004 Gas and Oil	29,465	36,542	22,609	29,161
2005 Minor Tools	962	250	250	250
2006 Cleaning	2,483	2,000	2,000	2,000
2007 Chemicals	465	600	600	600
2008 Educational	1,368	2,000	2,000	2,000
2015 Other Supplies	5,814	6,000	6,000	6,000
2018 Computer Supplies	1,169	1,000	1,000	1,500
2055 EMS Drugs and Supplies	91,830	80,000	80,000	80,000
2090 Machinery/Tools/Equipment	10,320	17,323	17,323	9,500
2093 Computer Equipment	667	750	750	750
Supplies Subtotal	152,629	155,265	141,332	141,061
Services & Charges:				
3001 Memberships & Subscriptions	9,157	9,290	9,194	10,602
3020 Training/Seminars	-	-	-	7,000
3024 Tuition Reimbursement	1,836	-	-	-
4002 Machinery/Tools/Equipment	-	3,000	3,000	-
4003 Radios and Base Stations	5,778	3,500	3,500	3,500
4006 Heating and A/C Equipment	761	1,000	1,000	1,000
4011 Building Maintenance	4,790	15,900	15,900	5,000
4030 VM: Fleet Maintenance	53,434	48,352	48,352	45,177
4031 Other Vehicle Maintenance	1,241	1,000	1,000	1,000
4055 Computer - Software	-	20,100	16,000	19,950
4060 Technology Lease Fees	10,701	13,122	13,122	7,668
5005 Personnel Services	12,000	12,000	12,000	12,000
5007 Other Professional Services	-	6,000	6,250	6,300
6001 Uniforms	698	700	700	700

Continued

**City of La Porte, Texas
Emergency Medical Services, Continued
Detail of Expenditures**

001-5059-522

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Services & Charges (cont'd):				
6002 Printing/Reproduction	\$ 1,349	\$ 1,500	\$ 1,500	\$ 2,000
6005 Advertising	-	500	500	500
7001 Electrical	10,455	11,000	11,000	11,000
7002 Natural Gas	755	1,000	1,200	1,000
7004 Water	<u>1,620</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Services & Charges Subtotal	114,575	149,964	146,218	136,397
8050 Motor Vehicles	<u>-</u>	<u>46,700</u>	<u>46,700</u>	<u>-</u>
Capital Outlay Subtotal	-	46,700	46,700	-
Division Total	\$ 2,496,891	\$ 2,759,010	\$ 2,690,756	\$ 2,696,784

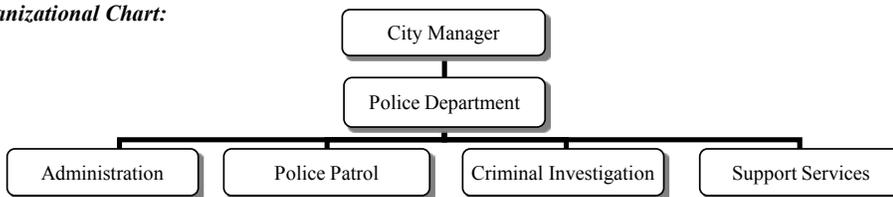
Police Department

FY 16-17

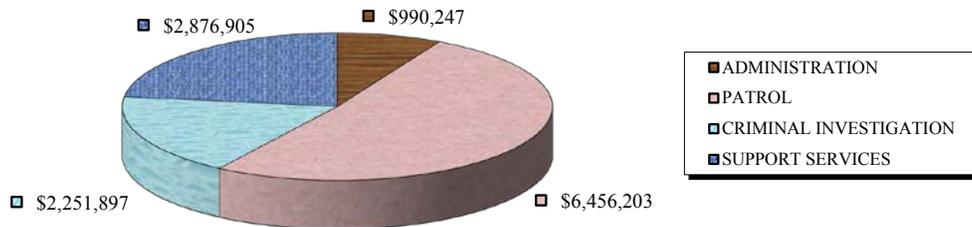
Mission Statement: The mission of the La Porte Police Department is to work in partnership with the community to prevent crime, assist those who are victims of crime, and improve the quality of life within the City of La Porte through the promotion of a strong sense of security. In fulfilling this mission, the officers and civilian staff members of the La Porte Police Department will strive to:

- Provide a safe environment for the community we serve through the efficient, effective, and innovative application of available police resources.
- Foster an environment of public trust, cooperation, and confidence in the police department by maintaining employee accountability and the implementation of a strong community policing philosophy.
- Implement and embrace best policing strategies, management practices, policies and procedures, and organizational systems that promote open communication, collective responsibility, visionary leadership, fiscal accountability, and organization effectiveness.

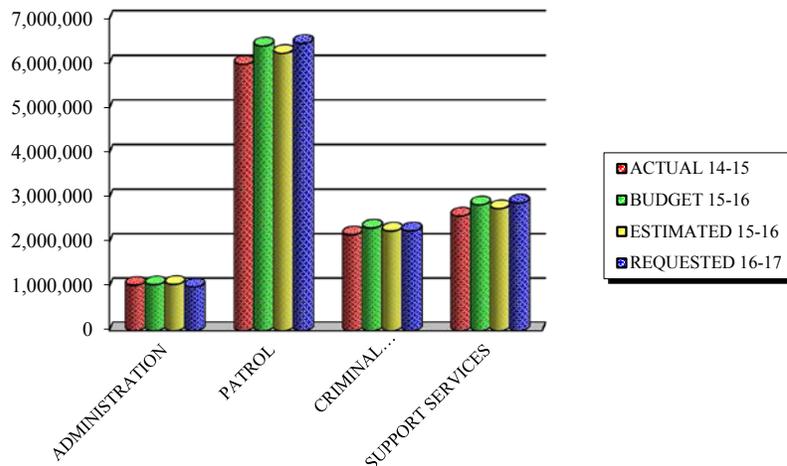
Organizational Chart:



Share of General Fund Budget: 26%



Four Year Comparison by Division:



Police Department Fiscal Year 2016-17

Summary:

The functions of the Police Department, under the direction of the Chief, are to enforce Federal, State and Local Laws, as well as the ordinances of La Porte and provide the public with safety. The Police Officers will respond to an estimated 36,000 calls this year. The department has 107 personnel of which 75 are officers, 71 marked and unmarked police vehicles and various support equipment. The Police Department also provides dispatch

Department Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Police Administration	\$ 1,029,041	\$ 1,040,354	\$ 1,049,046	\$ 990,247	-4.82%
Police Patrol	5,988,585	6,399,313	6,234,068	6,456,203	0.89%
Criminal Investigation	2,164,140	2,317,345	2,249,250	2,251,897	-2.82%
Support Services	2,588,472	2,837,713	2,753,781	2,876,905	1.38%
Department Total	\$ 11,770,238	\$ 12,594,725	\$ 12,286,145	\$ 12,575,252	-0.15%

Department Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 9,996,510	\$ 10,436,769	\$ 10,187,812	\$ 10,567,129	1.25%
Supplies	324,790	389,324	328,594	353,177	-9.28%
Services & Charges	1,448,938	1,557,520	1,604,645	1,607,546	3.21%
Capital Outlay	-	211,112	165,094	47,400	0.00%
Department Total	\$ 11,770,238	\$ 12,594,725	\$ 12,286,145	\$ 12,575,252	-0.15%

Police Department FY 16-17

Police Administration Division

Goal 1: Provide a safe environment for the community we serve through the efficient, effective, and innovative application of available police resources.

Program Objectives	Program Indicators
OBJ. 8.1d: Provide and maintain a safe environment and adequate police protection for all citizens of La Porte.	Maintain an FBI UCR Part I crime index rate that is: <ul style="list-style-type: none"> ● 10% below average crime rate for cities located immediately adjacent to La Porte
SP OBJ. 7c (4): Implement and maintain a comprehensive CompStat system and Crime Analysis capability that provides for the strategic deployment of personnel and the timely dissemination of information to field and investigative personnel as it relates to crime trends, service demand, and order maintenance issues.	Maintain a part-time Crime Analyst. Maintain a strict geographically based service delivery system that promotes individual officer responsibility and district awareness. Hold weekly crime meetings with staff.

Goal 2: Foster an environment of public trust, cooperation, and confidence in the police department by maintaining employee accountability and the implementation of a strong community policing philosophy.

Program Objectives	Program Indicators
SP OBJ. 7d: Ensure public confidence in the Police by promoting accountability and conducting thorough and objective investigations of all allegations of employee misconduct.	Maintain an annual citizen complaint ratio of less than one formal complaint for every two commissioned officers employed. Implement a comprehensive non-disciplinary employee performance early warning system.
SP OBJ. 7d: Maintain a strong and trusted reputation as a fair, effective, and efficient police agency among the citizens of La Porte.	Maintain a community satisfaction rating of 94% relating to overall Policies and Procedures annually.

Goal 3: Implement and embrace best policing strategies, management practices, policies and procedures, and organizational systems that promote open communication, collective responsibility, visionary leadership, fiscal accountability, and organizational effectiveness.

Program Objectives	Program Indicators
OBJ.8.1d/SP OBJ 7d (1)(2): Maintain the Department's Texas Police Chief's Association Best Practices Status.	Conduct at least one comprehensive review of all Departmental General Policies and Procedures annually. Conduct a minimum of 35 operational audits annually. Inspect all department personnel and resources a minimum of once a quarter. Complete all required federal, state, and local annual reports.
OBJ.8.1a/ SP OBJ. 7c (3): Maintain and ensure the acquisition of state-of-the-art technologies that will assist the Department in providing adequate services.	Equipment Areas: <ul style="list-style-type: none"> ● OSSI Records Management System ● Crime Analysis Program ● Well maintained vehicle fleet ● Less than lethal force options ● Radars and In-Car DVR Systems ● License Plate Readers ● Fleer Systems ● Covert Surveillance Equipment

Police Department
FY 16-17

Police Administration Division

OBJ.8.1a/SP OBJ 7b (1): Maintain appropriate staffing levels by hiring and retaining the most qualified people.	Appropriate staffing levels will be determined by those recommended by the U.S. Department of Justice, which are currently set at: <ul style="list-style-type: none"> ● 2.2 officers per 1,000 residents ● 3.2 employees per 1,000 residents
SP OBJ 7b: Ensure that compensation for police employees is competitive in order to enhance employee retention.	Conduct regular market analysis and work to regularly adjust employee salary and benefits in order to ensure that employee compensation levels remain within the market median for comparable communities.
OBJ.8.1b/ SP OBJ. 7b (4): Enhance the skill and knowledge of the Police Department by encouraging continuing education and maintaining a generous college tuition reimbursement program.	Increasing the number of Department employees obtaining a 4 year college degree by 5% each year.

Performance Measures

	Actual 2014-15	Estimated 2015-16	% Change 2014-15/ 2015-16	Proposed 2016-17
Authorized number of police officer positions	75	75	0%	75
Number of police officers per 1,000 residents (Goal: 2.2).	2.14	2.14	0%	2.20
Authorized number of police employee positions	107	107	0%	107
Number of policy employees per 1,000 residents (Goal: 3.2)	3.1	3.1	0%	3.2
City of La Porte UCR Crime Rate	18.76	18.76	0%	18.76
Neighboring Cities Comparative Crime Rate (Goal: 10% below)	(35.63)/-47%	-47%		
Community satisfaction rating (Goal: 94% or better)	2.14	2.14	0%	2.2
Citizen complaints (Goal: less than 1 complaint for every 2 officers)	94%	94%	0%	94%
Number of self-initiated actions by officers (Goal: increase by 5%)	21	21	0%	<21
Number of police employees with a 4 year degree (Goal: +5%)	22,991	21,500	-6.5%	22,575
Operational Audits (Goal: 35 per year)	16	17	6%	18
	39	35	-10%	35

Police Department
Fiscal Year 2016-17

Police Administration Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 715,061	\$ 699,034	\$ 705,356	\$ 704,503	0.78%
<i>Supplies</i>	19,332	18,292	16,394	21,525	17.67%
<i>Services & Charges</i>	294,648	246,691	285,266	257,419	4.35%
<i>Capital Outlay</i>	-	76,337	42,030	6,800	
Division Total	<u>\$ 1,029,041</u>	<u>\$ 1,040,354</u>	<u>\$ 1,049,046</u>	<u>\$ 990,247</u>	-4.82%

Scope of Services Summary

The Police Administration Division is responsible for providing the community with public safety services. The Division's functions include: apprehending criminal offenders, protecting life and property, controlling automobile traffic and crowds, assisting in the event of a disaster and enforcing the City's animal control regulations.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Police Chief	1	1	1
Assistant Police Chief	2	2	2
Internal Affairs Sergeant	1	1	1
Office Coordinator	1	1	1
Secretary	1	1	1
Total	<u>6</u>	<u>6</u>	<u>6</u>

**City of La Porte, Texas
Police Administration
Detail of Expenditures**

001-5252-521

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 499,982	\$ 488,177	\$ 494,154	\$ 494,544
1020 Overtime	4,538	4,620	4,620	4,759
1030 Certification	15,617	15,632	15,458	15,646
1035 Longevity	4,696	4,888	4,888	5,080
1040 Clothing Allowance	586	586	586	586
1044 Cleaning Allowance	966	965	951	962
1046 Physical Fitness Allowance	1,000	1,000	1,000	1,000
1060 FICA	38,089	36,891	36,769	37,305
1065 Retirement	86,605	83,025	83,948	81,639
1080 Insurance - Medical	62,532	62,532	62,532	62,532
1081 Insurance - Life	450	468	450	450
1090 Other Benefits	-	250	-	-
Personal Services Subtotal	715,061	699,034	705,356	704,503
Supplies:				
2001 Office Supplies	1,323	1,400	1,350	1,400
2002 Postage	339	275	200	225
2003 Protective Clothing	801	1,100	1,100	1,200
2004 Gas and Oil	9,285	9,117	7,369	7,500
2015 Other Supplies	3,986	5,050	5,050	5,400
2018 Computer Supplies	1,100	1,050	1,050	1,125
2090 Machinery/Tools/Equipment	2,195	-	-	3,425
2091 Office Furniture/Equipment	-	-	-	800
2093 Computer Equipment	303	300	275	450
Supplies Subtotal	19,332	18,292	16,394	21,525
Services & Charges:				
3001 Memberships & Subscriptions	3,042	3,050	3,050	3,205
3020 Training/Seminars	7,064	6,675	6,600	7,775
3024 Tuition Reimbursement	-	3,500	3,500	5,250
4002 Machinery/Tools/Equipment	4,268	12,835	12,500	8,575
4006 Heating and A/C Equipment	19,996	15,500	15,500	15,000
4011 Building Maintenance	34,624	8,800	16,750	15,400
4020 Motor Pool Lease Fees	18,664	10,728	10,728	11,424
4030 VM: Fleet Maintenance	7,402	9,115	9,115	11,017
4055 Computer Software	1,050	1,050	32,287	2,200
4060 Technology Lease Fees	14,856	14,972	14,972	13,240
5007 Other Professional Services	866	750	600	750
6002 Printing/Reproduction	675	775	775	800
6010 Janitorial	46,844	45,803	45,303	46,303
7001 Electrical	123,742	103,458	102,500	105,000
7002 Natural Gas	1,292	480	480	480
7004 Water	10,263	9,200	10,606	11,000
Services & Charges Subtotal	294,648	246,691	285,266	257,419

Continued

City of La Porte, Texas
Police Administration
Detail of Expenditures

001-5252-521

	Actual	Budget	Estimated	Requested
	2014-15	2015-16	2015-16	2016-17
Capital Outlay:				
8002 Building Improvements	\$ -	\$ 11,000	\$ 7,950	\$ 6,800
8021 Machinery/Tools/Equipment	-	43,737	12,480	-
8023 Computer Equipment	-	21,600	21,600	-
Capital Outlay Subtotal	<u>-</u>	<u>76,337</u>	<u>42,030</u>	<u>6,800</u>
Division Total	\$ 1,029,041	\$ 1,040,354	\$ 1,049,046	\$ 990,247

Police Department FY 16-17

Police Patrol Division

Goal 1: Provide a safe environment for the community we serve through the efficient, effective, and innovative application of available police resources.

Program Objectives	Program Indicators
Reduce crime and the fear of crime within the City of La Porte.	Maintain a community perception of safety rating of 94%.
OBJ.8.1d? SP OBJ. 7a: Provide and maintain adequate police protection for all citizens of La Porte and ensure an appropriate and prompt response to call police calls for service.	Maintain an average response time to police calls for service (from time Dispatched) of: <ul style="list-style-type: none"> ● 5 minutes for Priority 1 Calls for Service ● 6 minutes for Non-Priority 2 Calls for Service ● 8 minutes for Non-Priority 3 Calls for Service
OBJ.8.1d: Provide for safe roadways within the City of La Porte through fair and equitable enforcement of traffic laws.	Maintain current level or reduce traffic collisions by targeting high collision areas. Increase DOT enforcement levels by 5% relating to number of inspections completed and number of vehicles weighed.
Maximize the amount of proactive time available to patrol officers by decreasing for non-productive calls for service.	Maintain the City's current comprehensive false alarm reduction initiative in an effort to reduce false alarms by an additional 5%.

Goal 2: Foster an environment of public trust, cooperation, and confidence in the police department by maintaining employee accountability and the implementation of a strong community policing philosophy.

Program Objectives	Program Indicators
OBJ.8.1c & / SP OBJ. 7d (2): Audit officer conduct on traffic stops in an effort to recognize, report and correct inappropriate behavior and also to review equipment performance.	Patrol Supervisors are to review a minimum of 2 traffic stops by video each month.
SP OBJ. 7d (2): Perform AVL reports on a weekly basis	Conduct weekly speed audits, requiring officers to provide adequate explanation for any speeds records beyond the assigned threshold.

Goal 3: Implement and embrace best policing strategies, management practices, policies and procedures, and organizational systems that promote open communication, collective responsibility, visionary leadership, fiscal accountability, and organizational effectiveness.

Program Objectives	Program Indicators
SP OBJ. 7c: Monitor security alarm compliance and control in order to reduce repeat responses to false alarms.	Through the strict enforcement of the City's Alarm Ordinance, maintain or reduce current level of alarm responses by 5%.

Police Department
FY 16-17

Police Patrol Division

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	% Change 2014-15/ 2015-16	Proposed 2016-17
Authorized number of police officer positions assigned to Patrol	44	44	0%	44
Authorized number of civilian personnel positions assigned to Patrol	5	5	0%	5
Community perception of safety rating (Goal: 94% or better)	94%	94%	0%	94%
*Avg Priority 1 Call response time (from time dispatched) of 5 min.	3:26	3:26	0%	< 5 min
* Avg Non Priority 2 Call response time (from time dispatched) of 6 min.	4:59	4:59	0%	< 6 min
* Avg Non Priority 3 Call response time (from time dispatched) of 8 min.	4:59	4:59	0%	< 8 min
Number of traffic collisions (Goal: decreased by 5%)	562	545	-3%	518
Number of Level I inspections conducted (Goal: increased by 5%)	528	554	5%	582
Number of Level II inspections conducted (Goal: increased by 5%)	2,480	2,604	5%	2,734
Number of vehicles weighed (Goal: increased by 5%)	706	1059	50%	1112
Number of false alarm responses (Goal: reduced by 5%)	1026	975	-5%	925

* Denotes calendar year

Police Department
Fiscal Year 2016-17

Police Patrol Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$4,953,009	\$5,103,664	\$4,985,467	\$5,268,429	3.23%
<i>Supplies</i>	182,980	222,019	183,371	190,550	-14.17%
<i>Services & Charges</i>	852,596	938,855	942,166	956,624	1.89%
<i>Capital Outlay</i>	-	134,775	123,064	40,600	-69.88%
Division Total	<u>\$5,988,585</u>	<u>\$6,399,313</u>	<u>\$6,234,068</u>	<u>\$6,456,203</u>	0.89%

Scope of Services Summary

The primary responsibility of the Police Patrol Division is to respond to all calls for service and begin the initial investigation. These calls for service include: Index crimes (homicide, sexual assault, robbery, theft, burglary, fraud, and auto theft), and City Ordinances (class C misdemeanors, assault, disturbing the peace, disorderly conduct, and traffic).

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Lieutenant	3	3	3
Sergeant	6	6	6
Officer	35	35	35
Jailers	5	5	5
Jailer-P/T	1	1	1
Total	<u>50</u>	<u>50</u>	<u>50</u>

**City of La Porte, Texas
Police Patrol
Detail of Expenditure**

001-5253-521

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 3,087,107	\$ 3,244,147	\$ 3,115,685	\$ 3,369,779
1020 Overtime	326,659	350,000	350,000	360,500
1030 Certification	82,086	79,367	79,820	88,805
1035 Longevity	25,587	26,116	23,136	24,148
1044 Cleaning Allowance	11,701	11,817	10,753	11,304
1046 Physical Fitness Allowance	12,250	17,000	12,250	15,000
1050 WC Loss Time	43,315	-	32,379	-
1060 FICA	263,186	271,301	267,231	283,520
1065 Retirement	588,708	591,188	581,652	602,609
1067 Pars - Retirement	58	396	209	412
1080 Insurance - Medical	510,678	510,678	510,678	510,678
1081 Insurance - Life	1,674	1,654	1,674	1,674
Personal Services Subtotal	4,953,009	5,103,664	4,985,467	5,268,429
Supplies:				
2001 Office Supplies	765	850	840	850
2002 Postage	288	450	250	450
2003 Protective Clothing	31,161	35,930	35,900	40,900
2004 Gas and Oil	114,134	132,139	93,676	100,000
2007 Chemical	845	450	750	850
2008 Educational	582	3,000	3,000	1,000
2015 Other Supplies	7,734	11,000	10,985	10,450
2016 Jail Operations	7,063	9,000	8,770	10,900
2018 Computer Supplies	3,307	3,200	3,200	3,200
2090 Machinery/Tools/Equipment	15,945	21,800	21,800	18,400
2091 Office Furniture/Equipment	-	3,000	3,000	1,500
2093 Computer Equipment	1,156	1,200	1,200	2,050
Supplies Subtotal	182,980	222,019	183,371	190,550
Services & Charges:				
3001 Memberships & Subscriptions	-	535	535	470
3020 Training/Seminars	17,552	19,600	19,555	20,900
3024 Tuition Reimbursement	7,366	3,500	-	3,500
4001 Office Equipment	13,597	13,900	14,277	14,400
4002 Machinery/Tools/Equipment	3,936	10,300	16,977	9,450
4003 Radios and Base Stations	43,040	72,493	72,480	89,656
4020 Motor Pool Lease Fees	217,940	247,044	247,044	239,160
4030 VM: Fleet Maintenance	113,305	126,883	126,883	133,824
4050 Computer Hardware	114,368	116,788	116,788	114,168
4055 Computer Software	88,945	83,398	83,398	96,098
4060 Technology Lease Fees	229,652	241,364	241,364	232,008
5007 Other Professional Services	1,881	1,500	1,385	1,500
6002 Printing/Reproduction	1,014	1,550	1,480	1,490
Services & Charges Subtotal	852,596	938,855	942,166	956,624
Capital Outlay:				
8021 Mach/Tools & Equipment	-	44,000	38,966	-
8023 Computer Equipment	-	56,000	49,323	-
8050 Motor Vehicles	-	34,775	34,775	40,600
Capital Outlay Subtotal	-	134,775	123,064	40,600
Division Total	\$ 5,988,585	\$ 6,399,313	\$ 6,234,068	\$ 6,456,203

Police Department FY 16-17

Criminal Investigation Division

Goal 1: Provide a safe environment for the community we serve through the efficient, effective, and innovative application of available police resources.

Program Objectives	Program Indicators
Aggressively pursue all criminal cases, following each case through to its successful resolution or until all leads have been exhausted.	Maintain a clearance rate at or above National Average: <ul style="list-style-type: none"> ● 48% for crimes against persons (murder, rape, robbery, aggravated assault.) ● 19% for crimes against property (larceny, burglary, and auto theft)
SP OBJ. 7c (4): Continue to review weekly crime reports through detailed analysis, and address crime patterns.	Distribute bi-weekly bulletins of known criminal offenders and weekly crime bulletins to all staff.

Goal 2: Foster an environment of public trust, cooperation, and confidence in the police department by maintaining employee accountability and the implementation of a strong community policing philosophy.

Program Objectives	Program Indicators
Address concerns relating to drugs within the community through the maintenance and implementation of effective drug enforcement strategies.	Participate in the Regional HIDTA Task Force. Maintain an aggressive Street Crimes Initiative.

Goal 3: Implement and embrace best policing strategies, management practices, policies and procedures, and organizational systems that promote open communication, collective responsibility, visionary leadership, fiscal accountability, and organizational effectiveness.

Program Objectives	Program Indicators
SP OBJ. 7d: Ensure that all victims of crime are contacted for follow-up in a timely manner and provided with compassionate assistance, making appropriate referrals to available social services when appropriate.	Ensure that all crime victims are contacted in person, by phone, or by mail within two working days. Ensure the phone calls are returned within 24 hours. Ensure that all victims of crimes against persons are contacted and counseled by the Department's Crime Victim Liaison within five working days.

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	% Change 2014-15/ 2015-16	Proposed 2016-17
Authorized number of police officer positions assigned to CID	17	17	0%	17
Authorized number of civilian personnel positions assigned to CID	3	3	0%	3
*Avg clearance rate for crimes against persons (Goal: <47%)	65%	62%	-10%	<48%
*Avg clearance rate for crimes against property (Goal: <18%)	53%	50	-6%	<18%
Number of crime victims serve by Crime Victim Liaison	480	454	-5%	480

* Denotes calendar year

Police Department
Fiscal Year 2016-17

Criminal Investigation Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$1,960,701	\$2,072,717	\$2,017,777	\$2,020,110	-2.54%
<i>Supplies</i>	46,299	58,335	45,280	49,802	-14.63%
<i>Services & Charges</i>	157,140	186,293	186,193	181,985	-2.31%
Division Total	\$2,164,140	\$2,317,345	\$2,249,250	\$2,251,897	-2.82%

Scope of Services Summary

The Division of Criminal Investigation is responsible for conducting follow up investigations of all reported crimes against persons or property. Implementation of this action requires the preparation of complete and accurate criminal case folders for prosecution by the District Attorney. Additionally, this Division provides professional and expert testimony in criminal trials.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Lieutenant	1	1	1
Sergeant	2	2	2
Detective	13	13	13
Officer	1	1	1
Criminal Investigations Specialist	1	1	1
Property Custodian	1	1	1
Victims Assistance Liaison	1	1	1
Total	20	20	20

**City of La Porte, Texas
Criminal Investigation
Detail of Expenditures**

001-5256-521

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 1,277,493	\$ 1,373,845	\$ 1,328,249	\$ 1,337,347
1020 Overtime	51,458	54,885	54,885	56,532
1030 Certification	47,025	47,115	43,654	42,694
1035 Longevity	15,240	15,496	15,524	15,356
1040 Clothing Allowance	9,373	9,373	9,959	9,373
1044 Cleaning Allowance	4,587	4,582	4,359	4,329
1046 Physical Fitness Allowance	6,250	10,000	6,000	8,000
1060 FICA	108,991	109,411	108,609	107,797
1065 Retirement	237,632	238,958	237,432	229,576
1080 Insurance - Medical	201,986	208,440	208,440	208,440
1081 Insurance - Life	666	612	666	666
Personal Services Subtotal	1,960,701	2,072,717	2,017,777	2,020,110
Supplies:				
2001 Office Supplies	1,145	1,400	1,600	1,800
2002 Postage	312	400	400	600
2003 Protective Clothing	2,284	2,900	2,900	3,050
2004 Gas and Oil	24,394	32,380	19,125	23,697
2007 Chemical	186	200	200	300
2015 Other Supplies	2,001	2,000	2,000	2,200
2018 Computer Supplies	1,940	2,500	2,500	3,000
2078 Confidential Funds	2,488	5,000	5,000	8,000
2090 Machinery/Tools/Equipment	8,580	9,555	9,555	5,155
2093 Computer Equipment	2,969	2,000	2,000	2,000
Supplies Subtotal	46,299	58,335	45,280	49,802
Services & Charges:				
3001 Memberships & Subscriptions	9,149	10,215	10,215	2,360
3020 Training/Seminars	31,100	25,692	25,692	23,969
4019 Rental of Equipment	675	-	-	-
4020 Motor Pool Lease Fees	26,141	46,961	46,961	41,712
4030 VM: Fleet Maintenance	38,884	38,600	38,600	36,780
4050 Computer Hardware	586	-	-	-
4055 Computer Software	106	1,900	1,900	2,500
4060 Technology Lease Fees	43,280	44,775	44,775	46,374
5007 Other Professional Services	5,796	15,000	15,000	25,140
6002 Printing/Reproduction	810	500	500	500
6006 Miscellaneous	613	2,650	2,550	2,650
Services & Charges Subtotal	157,140	186,293	186,193	181,985
Division Total	\$ 2,164,140	\$ 2,317,345	\$ 2,249,250	\$ 2,251,897

Police Department FY 16-17

Support Services Division

Goal 1: Provide a safe environment for the community we serve through the efficient, effective, and innovative application of available police resources.

Program Objectives	Program Indicators
SP OBJ. 7a: Provide and maintain adequate police protection for all citizens of La Porte and ensure an appropriate and prompt response to call police call for service.	Maintain an average response time to police calls for assistance (from time call received to time dispatched) of: <ul style="list-style-type: none"> ● 1.5 minute for Priority 1 Call for Service ● 3 minutes for Non-Priority 2 Call for Service ● 4 minutes for Non-Priority 3 Call for Service
Provide effective and reliable Animal Control Services.	Reduce the number of animals euthanized by 5%. Increase the shelter adoption rate by 10%.

Goal 2: Foster an environment of public trust, cooperation, and confidence in the police department by maintaining employee accountability and the implementation of a strong community policing philosophy.

Program Objectives	Program Indicators
SP OBJ. 7d: Create and maintain a wide range of community service programs designed to foster supportive and positive relationships between the Police Department and the Community, while helping to effectively address crime and quality of life issues within the community.	Graduate a minimum of 2 Citizen Police Academies and 1 Advance Citizens Police Academy annually. Graduate a minimum of 1 Youth Police Explorer Post Academies annually. Document a minimum of 2500 service hours worked by department volunteers annually. Graduate at least one RAD (Rape Aggression Defense) program per year.
Address concerns relating to drugs within the community through the maintenance and implementation of effective drug enforcement strategies.	Maintain a DARE Program Maintain a Youth Safety Camp Program and Underage Alcohol Prevention Program. Maintain School Resource Officer Program both in City Middle and High Schools.

Goal 3: Implement and embrace best policing strategies, management practices, policies and procedures, and organizational systems that promote open communication, collective responsibility, visionary leadership, fiscal accountability, and organizational effectiveness.

Program Objectives	Program Indicators
SP OBJ 7b (4): Continue to enhance the skill and knowledge of the police force with educational and training programs.	Ensure that 100% of Departmental employees meet state mandated training requirements and have an opportunity to attend a minimum of 40 hours of training each year.
SP OBJ 7b (2) (3) (4): Ensure that effective recruiting efforts, pre-employment investigations and retention incentives are utilized to maintain a competent and professional police force.	Maintain attrition rates below 4%.
SP OBJ 7b (4): Provide for mentoring and career enhancement incentives and opportunities for personnel.	Offer participation in the department mentoring program, the department career path development program and other training and coaching opportunities.

Police Department
FY 16-17

Support Services Division

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	% Change 2014-15/ 2015-16	Proposed 2016-17
Authorized number of police office positions assigned to SSD	10	10	0%	10
Authorized number of civilian personnel positions assigned to SSD	21	21	0%	21
Avg Priority 1 Call response time (call receipt to dispatch) of 1.5 min.	1.42	1.45	2%	<1.5
Avg Non-Priority 2 Call response time (call receipt to dispatch) of 3 min.	3.05	2.82	-8%	<3
Avg Non-Priority 3 Call response time (call receipt to dispatch) of 4 min.	3.94	3.74	-5%	<4
Number of Animals Adopted from Shelter (Goal: increase by 5%)	238	250	5%	>262
Number of Animals Euthanized (Goal: Reduce by 5%)	614	583	-5%	<554
Number of Citizen Police Academies (Goal: 2 or more)	2	2	0%	2
Number of Advanced Citizen Police Academies (Goal 1 or more)	1	1	0%	1
Number of Youth Police Explorer Academies (Goal: 1 or more)	1	1	0%	1
Number of RAD Classes (Goal: 1 or more)	2	2	100%	>2
Number of Police Volunteer service hours (Goal: 2500 or more)	4,403	4,400	0%	>2500
Number of Total Department Training Hours	4,200	4,500	7%	>3000
Avg number of training hrs per officer (40 per officer)	56	60	7%	>40

**Police Department
Fiscal Year 2016-17**

Support Services Division

Expenditure Summary

	<i>Actual 2014-15</i>	<i>Budget 2015-16</i>	<i>Estimated 2015-16</i>	<i>Requested 2016-17</i>	<i>Percent Change</i>
<i>Personal Services</i>	\$2,367,739	\$2,561,354	\$2,479,212	\$2,574,087	0.50%
<i>Supplies</i>	76,179	90,678	83,549	91,300	0.69%
<i>Services & Charges</i>	144,554	185,681	191,020	211,518	13.91%
Division Total	<u>\$2,588,472</u>	<u>\$2,837,713</u>	<u>\$2,753,781</u>	<u>\$2,876,905</u>	1.38%

Scope of Services Summary

The Division of Support Services is responsible for conducting safety programs, coordinating the training of personnel and enforcing the City's animal control ordinance.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Lieutenant	1	1	1
Support Services Sergeant	1	1	1
Support Services Supervisor	1	1	1
Crime Prevention Officer	2	2	2
School Resource Officers	5	5	5
Dare Officer	1	1	1
Animal Control Supervisor	1	1	1
Animal Control Officer	4	4	4
Building Maintenance Technician	1	1	1
Records Specialist	2	2	2
Telecommunicators	12	12	12
Telecommunicators (Relief)	4	4	4
Total	<u>35</u>	<u>35</u>	<u>35</u>

**City of La Porte, Texas
Support Services
Details of Expenditures**

001-5258-521

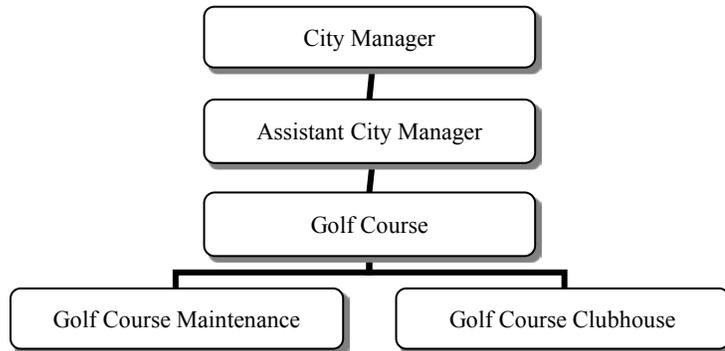
	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 1,500,667	\$ 1,673,138	\$ 1,601,316	\$ 1,684,211
1020 Overtime	70,338	83,203	83,203	85,699
1030 Certification	39,931	38,665	37,929	41,398
1035 Longevity	18,725	18,412	16,520	17,136
1044 Cleaning Allowance	6,849	6,994	6,721	6,975
1046 Physical Fitness Allowance	2,000	4,000	4,000	5,000
1050 WC Loss Time	797	-	-	-
1060 FICA	124,567	130,107	127,445	131,283
1065 Retirement	279,932	282,301	277,839	277,695
1067 PARS Retirement	95	702	401	852
1080 Insurance - Medical	323,082	323,082	323,082	323,082
1081 Insurance - Life	756	750	756	756
Personal Services Subtotal	2,367,739	2,561,354	2,479,212	2,574,087
Supplies:				
2001 Office Supplies	1,583	1,400	1,390	1,400
2002 Postage	1,192	900	775	900
2003 Protective Clothing	5,539	7,475	7,475	8,200
2004 Gas and Oil	14,005	16,453	9,699	12,000
2005 Minor Tools	20	450	450	350
2006 Cleaning	925	1,260	1,260	1,260
2007 Chemical	1,908	900	900	1,000
2015 Other Supplies	6,539	10,100	10,050	9,100
2017 Specialized Supplies	21,123	18,900	18,750	25,000
2018 Computer Supplies	954	1,350	1,350	1,300
2090 Machinery/Tools/Equipment	20,124	25,990	25,950	27,290
2091 Office Furniture/Equipment	1,336	4,500	4,500	2,000
2093 Computer Equipment	931	1,000	1,000	1,500
Supplies Subtotal	76,179	90,678	83,549	91,300
Services & Charges:				
3001 Memberships & Subscriptions	3,742	5,560	5,560	5,735
3020 Training/Seminars	13,235	22,135	18,135	19,735
3024 Tuition Reimbursement	6,861	7,500	7,500	7,500
4003 Radios and Base Stations	16,730	17,494	17,425	18,400
4006 Heating & AC	-	-	-	1,200
4011 Building Maintenance	-	1,200	1,100	2,100
4020 Motor Pool Lease Fees	16,353	22,181	22,181	20,052
4022 Rent: Building/Land	2,849	3,000	3,000	3,000
4030 VM: Fleet Maintenance	14,947	16,233	16,233	17,763
4055 Computer Software	1,940	1,900	1,900	1,900
4060 Technology Lease Fees	59,358	61,696	61,696	60,872
5007 Other Professional Services	3,090	3,349	3,349	3,500
6001 Uniforms	354	273	325	400
6002 Printing/Reproduction	199	800	800	1,000
6010 Janitorial Services	4,706	11,000	14,880	14,880
7001 Electrical	-	8,180	10,000	10,000
7002 Natural Gas	190	1,380	1,030	1,200
7004 Water	-	1,800	5,906	4,800
9998 Request for Upgrade (s)	-	-	-	17,481
Services & Charges Subtotal	144,554	185,681	191,020	211,518
Division Total	\$ 2,588,472	\$ 2,837,713	\$ 2,753,781	\$ 2,876,905

Golf Course

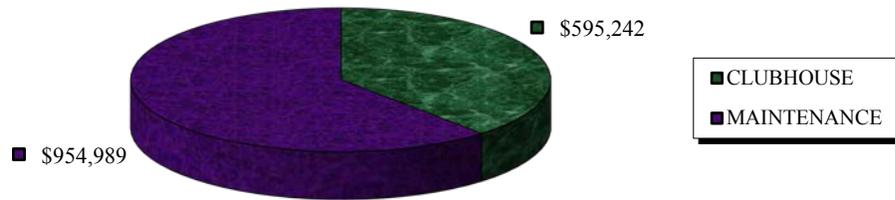
FY 15-16

Mission Statement: To effectively execute City Council policies, programs and directives; administer and manage City Operations in an organized, efficient and effective manner; and to provide a unique atmosphere for enhancing, promoting and implementing the game of golf to the citizens of La Porte and surrounding communities.

Organizational Chart:



Share of General Fund Budget: 4%



Four Year Comparison by Division:



Golf Course
Fiscal Year 2016-17

Summary: The Golf Course is responsible for the maintenance and operation of the City's Golf Course, Bay Forest Golf Course.

Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Golf Course Club House	\$ 545,178	\$ 594,797	\$ 576,747	\$ 595,242	0.07%
Golf Course Maintenance	915,639	984,028	985,478	954,989	-2.95%
Total	\$ 1,460,817	\$ 1,578,825	\$ 1,562,225	\$ 1,550,231	-1.81%

Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 1,059,985	\$ 1,071,375	\$ 1,059,938	\$ 1,078,830	0.70%
Supplies	206,566	214,440	220,860	230,660	7.56%
Services & Charges	194,266	241,010	252,552	226,741	-5.92%
Capital Outlay	-	52,000	28,875	14,000	0.00%
Total	\$ 1,460,817	\$ 1,578,825	\$ 1,562,225	\$ 1,550,231	-1.81%

Golf Course

FY 15-16

Golf Course

Goals:

- Provide an affordable, first class golf facility for citizens of La Porte and surrounding communities
- Increase rounds of golf
- Provide excellent customer service
- Continue Capital Improve Projects

Objectives:

- Ensure our pricing structure is in line with top competing facilities with similar amenities
- Use all sources of social media and market Bay Forest through golf course web site
- Train staff to be personable, friendly, and informative when dealing with customers
- Improve facility esthetics and course playability

Performance Indicators:

- Use surveys to monitor competing facilities prices, memberships, tournament packages and other amenities
- Growth of data base and number of rounds and/or memberships
- Monitor and make any changes necessary to attract more tournaments and increase tournament rounds
- Implementation of fairway renovations and herbicide program

**City of La Porte, Texas
Golf Course Club House
Detail of Expenditures**

001-6048-551

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 312,988	\$ 326,926	\$ 319,449	\$ 333,795
1020 Overtime	1,873	2,500	3,000	2,500
1035 Longevity	3,668	3,764	3,764	3,860
1060 FICA	21,144	21,456	21,162	21,516
1065 Retirement	46,933	45,537	45,119	44,040
1067 Pars Retirement	440	646	605	756
1080 Insurance - Medical	41,688	41,688	41,688	41,688
1081 Insurance - Life	186	180	180	180
Personal Services Subtotal	<u>428,920</u>	<u>442,697</u>	<u>434,967</u>	<u>448,335</u>
Supplies:				
2001 Office Supplies	1,048	1,200	1,268	1,400
2002 Postage	-	-	87	100
2015 Other Supplies	1,394	1,700	1,959	1,700
2090 Machinery/Tools/Equipment	63,059	58,890	58,552	72,160
2093 Computer Equipment	143	1,600	200	200
Supplies Subtotal	<u>65,644</u>	<u>63,390</u>	<u>62,066</u>	<u>75,560</u>
Services & Charges:				
3001 Memberships & Subscriptions	2,659	2,485	2,455	2,500
3020 Training/Seminars	1,886	2,730	2,624	3,940
3024 Tuition Reimbursement	-	3,000	3,000	3,500
4003 Radios and Base Stations	-	-	-	300
4006 Heating and A/C Equipment	5,037	5,000	4,917	9,977
4011 Building Maintenance	1,235	2,000	22,267	8,000
4060 Technology Lease Fees	1,756	3,645	3,645	2,130
5006 Fiscal Services	13,564	14,500	13,687	14,500
5007 Other Professional Services	5,150	4,550	4,055	4,550
6002 Printing/Reproduction	388	500	491	750
6005 Advertising	4,817	6,100	5,406	3,500
6010 Janitorial Services	2,175	3,000	2,653	3,000
6041 Special Events	-	400	400	400
7001 Electrical	9,147	16,000	10,966	11,000
7002 Natural Gas	1,053	1,300	1,027	1,100
7004 Water	1,747	2,500	2,121	2,200
Services & Charges Subtotal	<u>50,614</u>	<u>67,710</u>	<u>79,714</u>	<u>71,347</u>
Capital Outlay:				
8002 Building Improvements	-	21,000	-	-
	-	21,000	-	-
Division Total	\$ 545,178	\$ 594,797	\$ 576,747	\$ 595,242

**City of La Porte, Texas
Golf Course Maintenance
Detail of Expenditures**

001-6049-551

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 385,887	\$ 383,540	\$ 381,269	\$ 386,547
1020 Overtime	32,227	35,000	35,000	35,000
1030 Certification	1,387	1,500	1,186	1,200
1035 Longevity	5,600	4,704	4,508	4,896
1060 FICA	31,441	31,360	31,145	31,661
1065 Retirement	70,105	68,138	67,445	66,773
1080 Insurance - Medical	104,220	104,220	104,220	104,220
1081 Insurance - Life	198	216	198	198
Personal Services Subtotal	631,065	628,678	624,971	630,495
Supplies:				
2001 Office Supplies	12	200	200	200
2002 Postage	135	200	191	200
2004 Gas and Oil	15,434	24,000	15,665	17,000
2005 Minor Tools	347	500	536	600
2007 Chemical	78,682	72,000	86,776	80,000
2009 Medical	124	300	100	300
2015 Other Supplies	26,294	27,000	29,084	30,000
2030 Small Parts	18,320	21,000	20,873	21,000
2090 Machinery/Tools/Equipment	1,574	5,550	5,369	5,500
2093 Computer Equipment	-	300	-	300
Supplies Subtotal	140,922	151,050	158,794	155,100
Services & Charges:				
3001 Memberships & Subscriptions	1,173	1,268	1,220	1,275
3020 Training/Seminars	240	1,800	1,740	1,800
4002 Machinery/Tools/Equipment	1,945	4,000	3,545	4,000
4006 Heating and A/C Equipment	-	500	500	500
4008 Pumps/Motors	1,934	2,000	2,000	2,000
4011 Building Maintenance	1,656	2,000	2,000	2,000
4012 Water Line Maintenance	3,814	9,000	11,404	10,000
4019 Rental of Equipment	625	3,000	2,800	2,000
4020 Motor Pool Lease Fees	97,358	109,653	109,653	93,228
4030 VM: Fleet Maintenance	7,034	7,379	7,379	6,491
4031 Other Vehicle Maintenance	2,849	2,000	1,910	3,000
5007 Other Professional Services	5,450	6,700	6,700	6,700
6001 Uniforms	6,765	7,500	7,192	7,200
7001 Electrical	11,446	14,000	12,617	13,000
7004 Water	1,363	2,500	2,178	2,200
Services & Charges Subtotal	143,652	173,300	172,838	155,394
Capital Outlay:				
8021 Mach/Tools & Equipment	-	31,000	28,875	14,000
Capital Outlay Subtotal	-	31,000	28,875	14,000
Division Total	\$ 915,639	\$ 984,028	\$ 985,478	\$ 954,989

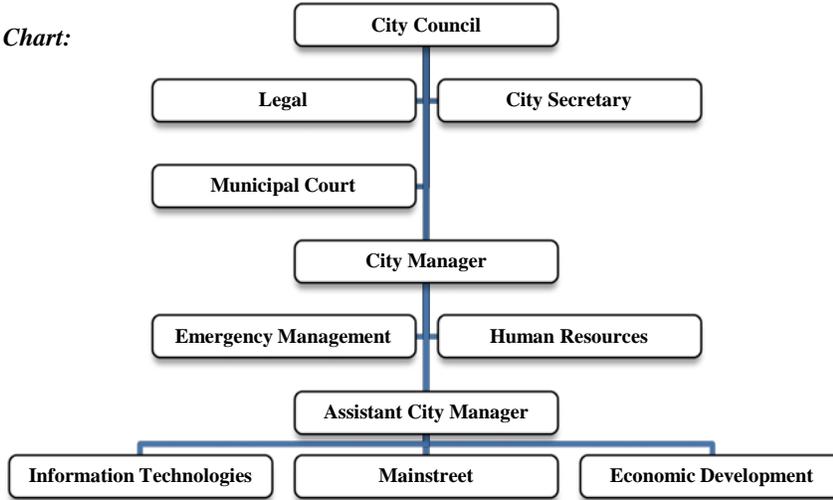


Administration Department

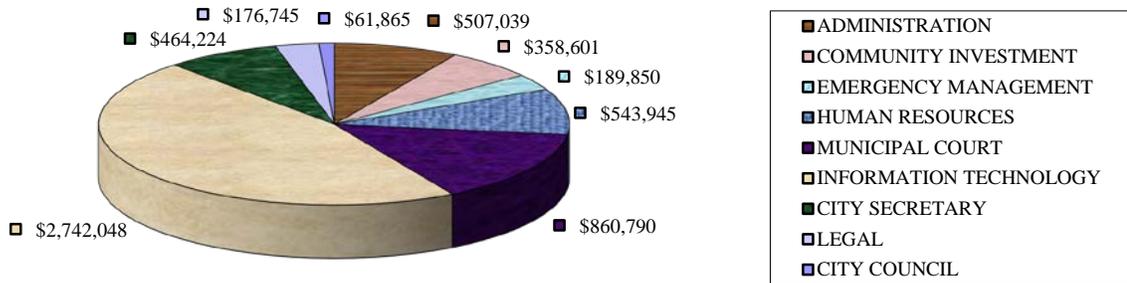
FY 16-17

Mission Statement: To effectively execute City Council policies, programs and directives; administer and manage City operations in an organized, efficient and effective manner; and to respond promptly to citizen inquires and requests with a high level of professionalism.

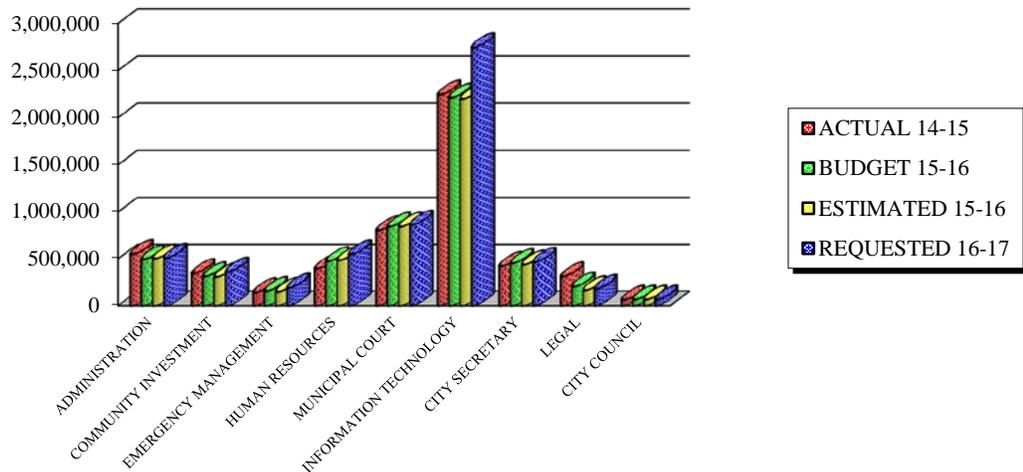
Organizational Chart:



Share of General Fund Budget: 12%



Four Year Comparison by Division:



Administration Department Fiscal Year 2016-17

Summary:

The function of the Administration Department is to effectively execute City Council policies, programs and directives; administer and manage City Operations in an organized, efficient and effective manner; and to respond promptly to citizen inquires and requests with a high level of professionalism.

Department Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Administration	\$ 547,853	\$ 493,168	\$ 499,437	\$ 507,039	2.81%
Emergency Management	343,449	311,039	303,970	358,601	15.29%
Community Investment	140,115	153,650	152,150	189,850	23.56%
Human Resources	395,752	471,914	482,693	543,945	15.26%
Municipal Court	803,023	842,102	841,610	860,790	2.22%
Information Technologies	2,243,008	2,209,558	2,197,261	2,742,048	24.10%
City Secretary	422,008	451,837	435,314	464,224	2.74%
Legal	310,356	200,925	161,145	176,745	-12.03%
City Council	60,363	62,570	61,221	61,865	-1.13%
Department Total	\$ 5,265,927	\$ 5,196,763	\$ 5,134,801	\$ 5,905,107	13.63%

Department Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 2,631,786	\$ 2,675,886	\$ 2,673,840	\$ 2,794,861	4.45%
Supplies	183,367	261,256	261,351	388,682	48.77%
Services & Charges	2,450,774	2,259,621	2,199,610	2,721,564	20.44%
Department Total	\$ 5,265,927	\$ 5,196,763	\$ 5,134,801	\$ 5,905,107	13.63%

Administration Department

FY 16-17

Administration Division

Goal 1: Provide professional management and leadership that supports the success of the organization

Program Objectives	Program Indicators
Enact policy decisions promulgated by City Council	Conduct weekly meeting with executive staff to review and discuss implementation of council policy directives
Ensure department work plans support the goals of the Strategic Plan and Council priorities	Develop annual goals with the City's Executive Staff that tie to the Strategic Plan
Ensure accountability for meeting goals and objectives set forth in the Strategic Plan	Review annual work plans through the budget process <ul style="list-style-type: none"> ● Provide quarterly status/update reports to the Council ● Pursue development, monitoring, and reporting of performance metrics that gauge progress and efficiency

Goal 2: Provide responsive, efficient, and timely service to the City Council, citizens, and other organizations.

Program Objectives	Program Indicators
Provide timely and professional responses to citizen inquiries and complaints	<ul style="list-style-type: none"> ● Provide multiple avenues for citizens to reach a appropriate city staff ● Respond to each inquiry or complaint within one business day

Goal 3: Cultivate and enhance community communication with citizens, neighborhood groups, businesses, and other organizations.

Program Objectives	Program Indicators
Enhance transparency of government operations by enhancing availability of reports and information on the web for citizens	Review all reports currently produced by staff to determine applicability for posting the city website
Maintain positive working relationships with community group to develop common goals and future strategies that benefit all involved	<ul style="list-style-type: none"> ● Meet with diversified groups to provide opportunities for two-way communication ● Establish partnerships to meet common goals, where appropriate
Develop a Communication/PR program to inform citizens of events and promote the City	<ul style="list-style-type: none"> ● Create and distribute 4 quarterly newsletters city-wide ● Emphasize use of social media as an effective tool to provide real-time, interesting information ● Utilize existing media to maximize accessibility of information to all demographics

Goal 4: Foster a high performance organization through effective employee training programs that provide all employees with the skills necessary to do the job right (OBJ 5)

Program Objectives	Program Indicators
Conduct quality professional development to ensure that all employees are properly trained (OBJ 5c)	<ul style="list-style-type: none"> ● Develop and implement a comprehensive training program for current and future supervisors
	<ul style="list-style-type: none"> ● Establish an Employee Engagement Program that makes La Porte an environment where employees can reach/exceed their potential
Provide customer service training opportunities for every employee each year	<ul style="list-style-type: none"> ● Schedule at least 2 customer service training sessions each year to accommodate as many schedules as possible

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Percentage of inquiries/complaints received by the City Manager's Office responded to within one business day	79.8%	83.0%	90.0%
Increase total social media Facebook Likes and Twitter Followers by 10%	Unavailable	2643	2907
Percentage of employees receiving customer service training	N/A	42.1%	100%

Administration Department
Fiscal Year 2016-17

Administration Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 463,484	\$ 449,201	\$ 456,370	\$ 459,761	2.35%
<i>Supplies</i>	3,912	3,100	3,100	3,100	0.00%
<i>Services & Charges</i>	80,457	40,867	39,967	44,178	8.10%
Division Total	\$ 547,853	\$ 493,168	\$ 499,437	\$ 507,039	2.81%

Scope of Services Summary

The Administration Division, under the direction of the City Manager as the Chief Administrative Officer of the City, plans, organizes and directs the activities of all departments of the municipality. In carrying out these duties, he interprets and implements City Council policies; handles citizens' inquiries, complaints and requests; coordinates departmental efforts; prepares management reports; recommends legislation that appears necessary and desirable; represents the City in its relations with the public, the press and other Governmental entities; and executes policies and desires of the City Council through administrative directives.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
City Manager	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00
Marketing Specialist	0.25	0.20	-
Secretary IV	0.50	0.50	0.50
Total	2.75	2.70	2.50

**City of La Porte, Texas
Administration
Detail of Expenditures**

001-6060-510

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 341,928	\$ 332,480	\$ 338,958	\$ 343,391
1035 Longevity	443	392	458	578
1042 Car Allowance	11,448	11,416	11,416	11,400
1060 FICA	22,427	19,971	19,833	19,260
1065 Retirement	58,161	55,989	56,630	56,057
1080 Insurance - Medical	28,660	28,661	28,661	28,661
1081 Insurance - Life	417	292	414	414
Personal Services Subtotal	<u>463,484</u>	<u>449,201</u>	<u>456,370</u>	<u>459,761</u>
Supplies:				
2001 Office Supplies	1,034	500	500	500
2002 Postage	68	100	100	100
2015 Other Supplies	2,810	2,500	2,500	2,500
Supplies Subtotal	<u>3,912</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
Services & Charges:				
3001 Memberships & Subscriptions	5,046	5,300	5,300	5,300
3020 Training/Seminars	8,255	8,500	7,600	7,600
4011 Building Maintenance	14,298	-	-	-
4060 Technology Lease Fees	3,055	2,187	2,187	1,278
5004 Consulting	49,803	24,880	24,880	30,000
Services & Charges Subtotal	<u>80,457</u>	<u>40,867</u>	<u>39,967</u>	<u>44,178</u>
Division Total	\$ 547,853	\$ 493,168	\$ 499,437	\$ 507,039

Emergency Services Department

FY 16-17

Emergency Management

Goal 1: Strengthen the capability for carry out hazard mitigation activities while increasing public awareness and support for hazard mitigation.

Objectives

- In coordination with other departments, identify mitigation projects which allow the City to lessen or eliminate the impacts of various hazards, such as flooding, hurricanes and chemical emergencies
- Participate in the Harris County All-Hazard Mitigation Plan and ensure those sections of the plan which pertain to the City are current and accurate
- Identify opportunities to better protect existing buildings and critical infrastructure from hazards
- Maximize the use of Federal, State and private sector funding for hazard mitigation
- Educate citizens on actions they can take to prevent or reduce the loss of life or property from all hazards

Goal 2: Encourage preparedness for the citizens of La Porte and those who work in our community by providing education on how to best prepare for all hazards.

Objectives

- Develop or obtain public outreach materials on various hazards and distribute to the public
- Participate in community outreach events and provide presentations to various community groups on preparedness activities
- Provide training for citizens, local businesses and City employees on how to become better prepared for all hazards
- Host Community Emergency Response Team (CERT) training and other events for citizens
- Work with the Local Emergency Planning Committee (LEPC) to provide public education on chemical emergencies

Goal 3: Provide for a planning process which ensures adequate plans are in place to meet the needs of the city (OBJ 3(a)(b))

Objectives

- In compliance with State and Federal regulations, identify potential hazards and develop specific plans with address these hazards
- Include internal and external stakeholders in the planning process, including other departments and government agencies, non-profit organizations and the LEPC
- Provide all hazards training for key Emergency Operations Center (EOC) staff
- Test the plans to ensure they are both functional and comprehensive
- Participate in local and regional drills and exercises

Goal 4: Coordinate support for first responders and citizens through the Emergency Operations Center (EOC).

Objectives
<ul style="list-style-type: none"> ● Identify opportunities for interoperability and redundancy of internal and external communications systems Implement new systems, when available ● Provide training for key personnel regarding coordination of emergency response efforts ● Oversee testing of emergency communications systems and address issues as they arise ● Continue to strengthen relationships with key stakeholders and identify available resources to support response efforts

Goal 5: Allow for continuity of government during emergency situations and coordinate recovery efforts

Objectives
<ul style="list-style-type: none"> ● Develop and maintain a Continuity of Operations Plan (COOP) which provides a framework for the City to restore essential functions ● Coordinate all recovery efforts with local, state and federal agency and other organizations ● When available, manage the Federal Public Assistance (PA) Program to maximize reimbursement of funds utilized to support response and recovery efforts

Performance Indicators:

	Actual 2012-13	Estimated 2013-14	Proposed 2014-15
Community Outreach Events/Presentations	20	23	25
CERT Members Trained	43	45	75
Publications Mailed to Citizens	4	5	5
Training/Drills/Exercises	17	23	25
% of Successful Communications Tests <i>(alert beacons, sirens, reverse drills w/ industry)</i>	N/A	N/A	100%
Level of Preparedness (State Assessment)	Advanced	Advanced	Advanced

**Administration Department
Fiscal Year 2016-17**

Emergency Management Division

Expenditure Summary

	<i>Actual 2014-15</i>	<i>Budget 2015-16</i>	<i>Estimated 2015-16</i>	<i>Requested 2016-17</i>	<i>Percent Change</i>
<i>Personal Services</i>	\$ 219,455	\$ 212,793	\$ 210,977	\$ 260,318	22.33%
<i>Supplies</i>	6,717	7,574	6,930	6,800	-10.22%
<i>Services & Charges</i>	117,277	90,672	86,063	91,483	0.89%
Division Total	\$ 343,449	\$ 311,039	\$ 303,970	\$ 358,601	15.29%

Scope of Services Summary

The City of La Porte Office of Emergency Management (OEM) seeks to mitigate, prepare for, respond to & recover from disasters or emergency situation that may affect the city.

Mitigation - any act done to lesson or eliminate the affects of a hazard.

Preparedness - actions taken to ensure an efficient response to different hazards.

Response - actions taken immediately after a hazard occurs that saves lives or protects property.

Recovery - actions taken to return community to pre hazard conditions or (preferably) better.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Emergency Management Coordinator	1	1	1
Asst. Emergency Management Coordinator	1	1	1
Secretary	-	-	1
Total	2	2	3

**City of La Porte, Texas
Emergency Management
Detail of Expenditures**

001-6054-510

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 158,900	\$ 153,562	\$ 153,067	\$ 185,815
1035 Longevity	668	620	64	188
1060 FICA	12,173	11,849	11,698	14,076
1065 Retirement	26,714	25,774	25,142	28,811
1080 Insurance - Medical	20,844	20,844	20,844	31,266
1081 Insurance - Life	156	144	162	162
Personal Services Subtotal	219,455	212,793	210,977	260,318
Supplies:				
2001 Office Supplies	349	400	350	400
2002 Postage	9	50	50	50
2004 Gas and Oil	3,195	3,524	2,930	3,000
2015 Other Supplies	1,894	2,000	2,000	2,000
2018 Computer Supplies	-	100	100	100
2090 Machinery/Tools/Equipment	444	1,000	1,000	750
2091 Office Furniture / Equipment	448	-	-	-
2093 Computer Equipment	378	500	500	500
Supplies Subtotal	6,717	7,574	6,930	6,800
Services & Charges:				
3001 Memberships & Subscriptions	995	1,000	1,000	1,000
3020 Training/Seminars	8,809	8,000	8,000	8,000
3024 Tuition Reimbursement	-	7,000	3,500	3,500
4003 Radios/Base Stations	14	680	336	500
4011 Building	12,167	-	-	-
4020 Motor Pool: Lease Fees	8,595	3,120	3,120	3,228
4030 Vehicle Maint: Fleet Maint.	3,602	3,414	3,414	3,103
4055 Computer Software	12,210	12,000	11,250	12,000
4060 Technology Lease Fees	2,674	1,458	1,458	852
4070 Emergency Management	39,598	20,000	20,000	28,500
5007 Other Professional Services	22,077	30,000	29,985	26,800
6002 Printing and Reproduction	3,997	4,000	4,000	4,000
7001 Electrical	2,539	-	-	-
Services & Charges Subtotal	117,277	90,672	86,063	91,483
Division Total	\$ 343,449	\$ 311,039	\$ 303,970	\$ 358,601

Administration Department
Fiscal Year 2016-17

Community Investment

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Supplies</i>	\$ 26,238	\$ 27,650	\$ 27,450	\$ 27,450	-0.72%
<i>Services & Charges</i>	113,877	126,000	124,700	162,400	28.89%
Division Total	\$ 140,115	\$ 153,650	\$ 152,150	\$ 189,850	23.56%

Scope of Services Summary

Community Investment is used to account for funds received and expended on community beatification and revitalization programs.

**City of La Porte, Texas
Community Investment Fund
Detail of Expenditures**

001-6061-565

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Supplies:				
2002 Postage	\$ -	\$ 200	\$ -	\$ -
2015 Other Supplies	326.00	-	-	\$ -
2075 Community Development	6,412	7,450	7,450	7,450
2077 Fireworks	19,500	20,000	20,000	20,000
Supplies Subtotal	<u>26,238</u>	<u>27,650</u>	<u>27,450</u>	<u>27,450</u>
Services & Charges:				
5007 Other Professional Services	11,495	15,000	15,000	60,400
6002 Printing and Reproduction	54,257	58,000	58,000	58,000
6005 Advertising	5,757	8,000	8,000	8,000
6015 Community Festivals	-	9,000	8,200	-
9997 Special Programs	42,368	36,000	35,500	36,000
Services & Charges Subtotal	<u>113,877</u>	<u>126,000</u>	<u>124,700</u>	<u>162,400</u>
Division Total	\$ 140,115	\$ 153,650	\$ 152,150	\$ 189,850

Administration Department

FY 16-17

Human Resources Division

Goals:

- Provide training for first line, middle managers and upper level management (OBJ 5c)
- Improve employee relations
- Improve employment process

Objectives:

- Provide tools to supervisors to help them do their job better (OBJ 5c)
- Reduce turnover
- Reduce potential legal liabilities for City and Employees
- Increase productivity
- Consistency in policy related interpretation
- Create a sense of we/us by all employees
- Enhance the quality of work life
- Increase meaningful services provided to employees and family members
- Improve candidate pool
- Reduce the amount of time required to hire for positions
- Provide interview training to individuals conducting selections

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Total Turnover Rate (excluding retirements)			
Number of days to process new hires			

Administration Department
Fiscal Year 2016-17

Human Resources Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 238,371	\$ 271,878	\$ 275,307	\$ 295,401	8.65%
<i>Supplies</i>	2,500	3,200	2,700	3,150	-1.56%
<i>Services & Charges</i>	154,881	196,836	204,686	245,394	24.67%
Division Total	\$ 395,752	\$ 471,914	\$ 482,693	\$ 543,945	15.26%

Scope of Services Summary

The Human Resources Division is responsible for bringing to the City's service a high degree of understanding, cooperation, efficiency, and unity through systematic, uniform application of personnel policies and practices. The Division provides fair and equal opportunity for qualified persons to enter and progress in the City's service in a manner based on merit and fitness as ascertained through fair and practical personnel management methods.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Human Resources Manager	1	1	1
Benefits Specialist	1	1	1
Human Resources Specialist	1	1	1
Total	3	3	3

**City of La Porte, Texas
Human Resources
Detail of Expenditures**

001-6062-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 146,807	\$ 161,161	\$ 164,050	\$ 180,985
1020 Overtime	2,547	3,000	3,000	3,000
1030 Certification	904	903	890	900
1035 Longevity	972	1,088	980	1,128
1060 FICA	11,155	12,423	12,595	13,734
1065 Retirement	24,944	26,872	27,364	29,226
1075 Unemployment Compensation	19,614	35,000	35,000	35,000
1080 Insurance - Medical	31,266	31,266	31,266	31,266
1081 Insurance - Life	162	165	162	162
Personal Services Subtotal	238,371	271,878	275,307	295,401
Supplies:				
2001 Office Supplies	1,844	1,800	1,800	2,000
2002 Postage	401	750	500	500
2015 Other Supplies	255	350	350	350
2093 Computer Equipment	-	300	50	300
Supplies Subtotal	2,500	3,200	2,700	3,150
Services & Charges:				
3001 Memberships & Subscriptions	420	1,670	1,670	2,057
3020 Training/Seminars	8,323	8,500	8,500	8,500
3022 Employee Training	426	2,000	2,000	5,000
3024 Tuition Reimbursement	-	3,250	1,500	3,500
4055 Computer Software	39,306	40,000	50,000	46,700
4060 Technology Lease Fees	2,323	2,916	2,916	1,704
5006 Fiscal Services	3,300	3,600	3,600	3,600
5007 Other Professional Services	16,543	20,450	20,450	58,750
5008 Medical Services	36,401	32,900	35,000	37,000
5018 Civil Service	6,000	8,500	6,000	8,500
6002 Printing/Reproduction	1,650	3,000	3,000	2,000
6070 Appreciation Program0	28,413	40,450	40,450	36,500
6071 Service Awards	10,412	21,000	21,000	22,983
6073 Wellness Program	1,364	8,600	8,600	8,600
Services & Charges Subtotal	154,881	196,836	204,686	245,394
Division Total	\$ 395,752	\$ 471,914	\$ 482,693	\$ 543,945

**Administration Department
FY 16-17**

Municipal Court Division

Goals:

- To be the most efficient, professional and impartial Municipal Court in Texas.

Objectives:

- To treat the citizens who appear in Municipal Court in a courteous and efficient manner; and, to assure them of a fair, impartial and timely disposition of their cases
- To improve the effectiveness of the Municipal Court and the Justice System by improving defendants' compliance in paying Court fines and satisfying Court orders
- To maintain the Court's progressive use of innovative technology to ensure excellent case flow management

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Total Cases filed	13,225		
Total dispositions	14,204		

Administration Department
Fiscal Year 2016-17

Municipal Court Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 679,707	\$ 691,019	\$ 695,651	\$ 710,173	2.77%
<i>Supplies</i>	15,244	19,750	19,705	19,750	0.00%
<i>Services & Charges</i>	108,072	131,333	126,254	130,867	-0.35%
Division Total	\$ 803,023	\$ 842,102	\$ 841,610	\$ 860,790	2.22%

Scope of Services Summary

The Municipal Court Division is responsible for processing and keeping accurate records of citations, including all traffic violations and other misdemeanor or criminal charges filed by the La Porte Police Department and any complaints filed by individual citizens. Services include preparation of complaints, administration of oaths to persons filing complaints and preparation of necessary summons, arrest warrants and subpoenas. Municipal Court reports all moving traffic convictions to the Texas Department of Public Safety and compiles statistical reports for the Texas Judicial Council and for all Governmental units as required.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Presiding Judge	1	1	1
Court Administrator	1	1	1
Senior Deputy Court Clerk	1	1	1
Deputy Court Clerk	6	6	6
Deputy Court Clerk (P/T)	1	1	1
Total	10	10	10

**City of La Porte, Texas
Municipal Court
Detail of Expenditures**

001-6064-512

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 456,326	\$ 464,950	\$ 468,721	\$ 480,578
1020 Overtime	6,041	6,500	6,500	6,500
1030 Certification	4,102	6,000	6,000	7,200
1035 Longevity	1,888	2,320	2,344	2,584
1042 Car Allowance	5,121	5,100	5,100	5,100
1060 FICA	34,366	34,012	34,439	35,334
1065 Retirement	77,759	77,977	78,461	78,791
1067 Pars - Retirement	18	-	-	-
1080 Insurance - Medical	93,798	93,798	93,798	93,798
1081 Insurance - Life	288	362	288	288
Personal Services Subtotal	679,707	691,019	695,651	710,173
Supplies:				
2001 Office Supplies	3,136	4,000	3,955	4,000
2002 Postage	6,553	8,000	8,000	8,000
2008 Educational	297	300	300	300
2015 Other Supplies	3,243	4,950	4,950	4,950
2018 Computer Supplies	2,015	2,500	2,500	2,500
Supplies Subtotal	15,244	19,750	19,705	19,750
Services & Charges:				
3001 Memberships & Subscriptions	446	500	500	500
3020 Training/Seminars	387	1,000	700	4,000
4001 Office Equipment	235	-	-	-
4006 Heating and A/C Equipment	6,100	6,800	4,780	6,800
4011 Building Maintenance	2,221	5,000	5,000	6,400
4022 Rent: Building/Land	-	-	-	1,500
4055 Computer Software	28,278	28,484	28,484	27,206
4060 Technology Lease Fees	8,907	11,664	11,664	6,816
5004 Consulting	7,585	9,600	9,100	9,600
5007 Other Professional Services	2,295	4,445	3,000	3,445
5009 Judicial Services	6,850	10,000	14,000	15,000
6002 Printing/Reproduction	7,981	8,000	8,000	8,000
6008 Jury Fees/Court Costs	370	1,440	880	1,000
6010 Janitorial Services	10,997	12,000	11,546	12,000
7001 Electrical	22,007	28,800	25,000	25,000
7002 Natural Gas	280	300	300	300
7004 Water	3,133	3,300	3,300	3,300
Services & Charges Subtotal	108,072	131,333	126,254	130,867
Division Total	\$ 803,023	\$ 842,102	\$ 841,610	\$ 860,790

Technology Fund FY 16-17

Information Technologies Division

Goal 1: Provide guidance and solutions to internal customers seeking the best processes to serve the community.

Objectives

- Identify areas where technology and automation can streamline city business process (OBJ 7c)
- Seek and acquire new technology to monitor and maintain infrastructure
- Reduce resources required to manage network infrastructure
- Reduce energy consumption of technological equipment
- Review and implement existing and emerging disaster recovery technologies and equipment
- Enhance network activity

Goal 2: Increase performance and utilization of technology resources by all City staff. (OBJ 5c)

Objectives

- Avoid obsolescence and provide additional functionality by keeping application systems current with respect to version upgrades and application modules
- Deploy additional applications as necessary to provide added functionality in order to satisfy business needs
- Provide training for IT staff or existing hardware and software in order to more efficiently utilize IT resources
- Provide access to training resources for City staff to improve efficiency in use of technology and equipment in order to streamline the workflow process

Goal 3: Streamline IT processes, policies and procedures

Objectives

- Identify areas where structure and processes are inefficient
- Improve current documentation process for work orders
- Develop a system of policies and procedures for the department to adhere to
- Develop and implement a Service Level Agreement to establish the common understanding of services, priorities and responsibilities

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Average Response time for Urgent priority work order (target 2 hours)	Unavailable		

Administration Department
Fiscal Year 2016-17

Information Technologies

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 609,769	\$ 644,587	\$ 632,356	\$ 657,771	2.05%
<i>Supplies</i>	107,636	182,682	182,316	307,332	68.23%
<i>Services & Charges</i>	<u>1,525,603</u>	<u>1,382,289</u>	<u>1,382,589</u>	<u>1,776,945</u>	28.55%
Division Total	<u><u>\$ 2,243,008</u></u>	<u><u>\$ 2,209,558</u></u>	<u><u>\$ 2,197,261</u></u>	<u><u>\$ 2,742,048</u></u>	24.10%

Scope of Services Summary

The Information Technologies Division utilizes a combination of mid-range computers to maintain data files on City operations. These are interconnected through a wide area network. The Division maintains all data processing equipment for the City. They also provide continuing software support for Microsoft Word, Excel, Access and Windows operating system. They assist departments in the selection, installation, implementation and maintenance of computer hardware and software. This division also coordinates all authorized software applications being used in the City, whether they are on the Sungard / Navaline System or the decentralized personal computers that are active in a number of divisions. The IT Division is also responsible for providing document imaging facilities for the City.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
IT Manager	-	1	1
Network Administrator	1	1	1
Sr. System Administrator	2	2	2
Computer Support Specialist III	2	2	2
Computer Support Specialist I	1	1	1
Total	<u>6</u>	<u>7</u>	<u>7</u>

**City of La Porte, Texas
Information Technologies
Detail of Expenditures**

001-6066-519

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 417,156	\$ 439,349	\$ 435,915	\$ 457,344
1020 Overtime	5,930	10,000	10,000	10,000
1030 Certification	8,180	11,071	4,152	4,200
1035 Longevity	2,184	2,432	2,384	2,756
1060 FICA	32,356	34,490	34,027	35,821
1065 Retirement	70,877	74,183	72,780	74,552
1080 Insurance - Medical	72,954	72,954	72,954	72,954
1081 Insurance - Life	132	108	144	144
Personal Services Subtotal	609,769	644,587	632,356	657,771
Supplies:				
2001 Office Supplies	459	500	500	500
2004 Gas and Oil	539	856	490	762
2005 Minor Tools	-	800	800	800
2015 Other Supplies	1,914	2,350	2,350	2,670
2091 Office Furniture/Equipment	-	-	-	500
2093 Computer Equipment	104,724	178,176	178,176	302,100
Supplies Subtotal	107,636	182,682	182,316	307,332
Services & Charges:				
3001 Memberships & Subscriptions	6,305	2,100	3,400	5,260
3020 Training/Seminars	15,905	18,150	18,150	23,675
3022 Employee Training	-	-	-	5,000
3024 Tuition Reimbursement	-	3,500	-	7,000
4001 Office Equipment	108,941	101,800	101,800	110,000
4020 Motor Pool: Lease Fees	6,183	8,616	8,616	9,980
4022 Rental of Building	20,574	21,600	21,600	10,000
4030 VM: Fleet Maintenance	4,198	2,720	2,720	3,160
4050 Computer - Hardware	261,859	282,010	291,010	440,650
4055 Computer - Software	353,639	418,000	418,000	467,910
4060 Technology Lease Fees	15,745	15,745	15,745	12,780
5004 Consulting	17,575	35,000	25,000	25,000
5007 Other Professional Services	346,858	126,373	129,873	311,500
7003 Telephone	367,821	346,675	346,675	345,030
Services & Charges Subtotal	1,525,603	1,382,289	1,382,589	1,776,945
Division Total	\$ 2,243,008	\$ 2,209,558	\$ 2,197,261	\$ 2,742,048

City Secretary Department FY 16-17

City Secretary Division

Goals:

- Meeting minutes prepared within 5 working days following the meeting
- Actions of Council indexed within 5 working days of action
- Prepare Council meeting preliminary agendas by 8 working days prior to meeting
- Complete Council meeting packets 8 working days prior to meeting
- Process, index, and file records received within 10 working days from date of requests
- Respond to requests for records and /or information within 10 working days
- Issue alcohol licenses and solicitor permits within 3 working days
- Collect payments for all liquor license renewals within 30 days
- Respond to Council requests within 8 hours

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Agendas prepared	47	55	50
Record requests processed	243	300	300
% Alcohol licenses issued within 3 days	45	45	47
% Solicitor permits & registrations issued within 3 days	20	23	22
Pages imaged to Laserfische	8,991	8,000	8,500

Administration Department
Fiscal Year 2016-17

City Secretary Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
Personal Services	\$ 363,878	\$ 355,702	\$ 352,472	\$ 360,730	1.41%
Supplies	14,532	15,800	17,500	16,800	6.33%
Services & Charges	43,598	80,335	65,342	86,694	7.92%
Division Total	\$ 422,008	\$ 451,837	\$ 435,314	\$ 464,224	2.74%

Scope of Services Summary

The City Secretary is an officer of the City, appointed by, and under the direction of, the Mayor and Council. The City Secretary's Office is responsible for the preparation and dissemination of City Council meetings, agendas and packets. The City Secretary attends every meeting of the City Council and keeps accurate minutes of the proceedings, engrossing and enrolling all laws, ordinances and resolutions of the City Council. Regarding Council Services, the City Secretary handles all Council meeting preparations, Council correspondence, travel, expenditures, and calendars. This office serves as the liaison between the Mayor and Councilmembers and the public. The City Secretary is the Records Custodian/Records Management Officer. The Office of the City Secretary is the administrative agency responsible for the care and maintenance of all City of La Porte records. This office houses all legal transactions, City Council minutes, agendas, deeds, ordinances, resolutions, contracts, and a vast array of other historical and regulatory information. The City Secretary is designated as the City's Records Management Officer by both state law and City ordinance. She is responsible for developing and administering records retention and destruction policies, monitoring the records storage centers, overseeing the control of electronically stored records, and upgrading technology to provide for efficient and economic storage of records. In addition to these duties, the City Secretary's Office responds to hundreds of requests for City records filed each year under the Texas Public Information Act. The City Secretary serves as the Chief Election Official for the City of La Porte, La Porte ISD, and San Jacinto College in La Porte, and is responsible for the administration of all City elections. The City Secretary is responsible for the preparation and publication of all official notices and orders, preparation for election officials and polling places, and the receipt and filing of all candidate forms and reports. The City Secretary provides staff support and guidance during Charter review processes, and is responsible for submissions to the U.S. Department of Justice for pre-clearance of elections issues under the Federal Voting Rights Act. The City Secretary's Office coordinates the recruitment, application and appointment process for City Council appointed boards, commissions and committees. This office publishes a directory of appointed officials and volunteers serving on various panels and committees. The City Secretary's Office is responsible for the issuance of certain permits and licenses for various operations within the City of La Porte. In addition to the duties listed above, the City Secretary serves as custodian of the City corporate seal and attests the Mayor's signature on all official documents; records and files deeds and easements; coordinates the codification of City ordinances into the City Code of Ordinances; publishes all legal ads and notices for the City; posts all legal notices and agendas; develops and oversees the City Secretary Department Budget and City Council Budget; and serves on the City's Executive Management Team. As in many other cities, the City Secretary's Office serves as a resource for citizens and a link between citizens and the organization.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
City Secretary	1	1	1
Assistant City Secretary	1	1	1
Secretary IV	1	1	1
Records Specialist	1	1	1
Total	4	4	4

City of La Porte, Texas
City Secretary
Detail of Expenditures

001-6067-510

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 254,427	\$ 249,098	\$ 247,595	\$ 256,052
1020 Overtime	3,576	2,000	1,000	2,000
1035 Longevity	1,808	2,000	2,020	1,096
1060 FICA	19,156	18,622	18,616	18,414
1065 Retirement	42,815	41,756	40,857	40,782
1080 Insurance - Medical	41,688	41,688	41,756	41,688
1081 Insurance - Life	228	288	198	198
1090 Other Benefits	180	250	430	500
Personal Services Subtotal	<u>363,878</u>	<u>355,702</u>	<u>352,472</u>	<u>360,730</u>
Supplies:				
2001 Office Supplies	394	500	500	500
2002 Postage	164	300	-	300
2015 Other Supplies	13,541	15,000	15,000	15,000
2090 Machinery/Tools/Equipment	-	-	2,000	-
2093 Computer Equipment	433	-	-	1,000
Supplies Subtotal	<u>14,532</u>	<u>15,800</u>	<u>17,500</u>	<u>16,800</u>
Services & Charges:				
3001 Memberships & Subscriptions	1,634	1,495	1,465	1,005
3020 Training/Seminars	2,894	6,000	6,000	7,950
4055 Computer Software	2,388	8,938	8,938	18,035
4060 Technology Lease Fees	2,378	2,916	2,916	1,704
5007 Other Professional Services	1,730	6,986	7,023	2,000
6002 Printing/Reproduction	5,501	5,000	8,000	7,000
6003 Legal Notices	16,950	14,000	14,000	14,000
6004 Elections	10,123	35,000	17,000	35,000
Services & Charges Subtotal	<u>43,598</u>	<u>80,335</u>	<u>65,342</u>	<u>86,694</u>
Division Total	\$ 422,008	\$ 451,837	\$ 435,314	\$ 464,224

Administration Department

FY 16-17

Legal Division

Goals:

- Maintain a close relationship with all City departments to keep apprised of legal issues affecting City operations and personnel
- Provide legal assistance for ongoing City construction projects
- Provide review and general direction for resolving claims and lawsuits against the City. When proper, recommend retraining outside legal counsel with appropriate "specialized" experience
- Provide efficient and effective services as City's Municipal Court Prosecutor
- Provide legal support for the City's various boards and commissions

Administration Department
Fiscal Year 2016-17

Legal Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 20,844	\$ 13,245	\$ 13,245	\$ 13,245	0.00%
<i>Services & Charges</i>	289,512	187,680	147,900	163,500	-12.88%
Division Total	\$ 310,356	\$ 200,925	\$ 161,145	\$ 176,745	-12.03%

Scope of Services Summary

The Legal Division renders competent professional legal service and aid to the City through advice to the City Council, City Manager, various boards and staff personnel; formulation and completion of special projects regarding both administrative and legal programs; and representation before all levels of courts.

The City Attorney prepares, reviews and approves all ordinances and resolutions submitted for Council action; and approves all contracts, agreements and documents executed on behalf of the City. Other duties and responsibilities include preparation of deeds, contracts and leases; and attendance at all officially constituted meetings of the City Council which require his presence.

**City of La Porte, Texas
 Legal
 Detail of Expenditures**

001-6068-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1080 Insurance - Medical	\$ 20,844	\$ 13,245	\$ 13,245	\$ 13,245
Personal Services Subtotal	20,844	13,245	13,245	13,245
Services & Charges:				
3001 Memberships & Subscriptions	-	100	100	100
3020 Training/Seminars	-	800	800	800
5003 Legal	176,786	87,700	84,000	91,700
5004 Consulting	73,854	61,080	25,000	25,000
5010 City Prosecutor	38,872	38,000	38,000	45,900
Services & Charges Subtotal	289,512	187,680	147,900	163,500
Division Total	\$ 310,356	\$ 200,925	\$ 161,145	\$ 176,745

Administration Department

FY 16-17

City Council Division

Goals:

- Enhance community relations through public awareness of City services
- Promote the City's dedication to a better quality of life for its citizens
- Accelerate Economic Development activities for our area
- Enhance Employee Morale
- Enhance Customer Service to citizens
- Enhance Financial Accountability
- Enhance programs to welcome new citizens
- Enhance youth activities and programs
- Revitalization of Main Street

Objectives:

- Continue to recognize outstanding employee service to the City by presenting employee(s) with certification, proclamations or plaques (such as employee of the quarter, employee of the year, etc)
- Discuss City's proactive attitude with citizens
- Provide press releases of projects, which contribute to the City's quality of life
- Continue to share in a joint effort with the La Porte Bayshore Chamber of Commerce to work toward enhancing economic development with the City of La Porte

Administration Department
Fiscal Year 2016-17

City Council Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 36,278	\$ 37,461	\$ 37,462	\$ 37,462	0.00%
<i>Supplies</i>	6,588	1,500	1,650	4,300	186.67%
<i>Services & Charges</i>	17,497	23,609	22,109	20,103	-14.85%
Division Total	\$ 60,363	\$ 62,570	\$ 61,221	\$ 61,865	-1.13%

Scope of Services Summary

The City Council is the legislative and policy-making body of the City. It is composed of nine citizens elected to three year staggered terms. There six single-member districts, and three at-large positions comprised of two Council Members and the Mayor. The Mayor serves as the presiding officer at official meetings and as the ceremonial head of the City.

The responsibilities of the City Council include enacting ordinances, resolutions and orders necessary for the proper governing of the City's affairs; reviewing and adopting the annual budget; reviewing and acting upon recommendations of various committees and the City Manager; appointing the City Manager, City Secretary, City Attorney and various board members; authorizing the issuance of bonds by a bond ordinance; approving assessment rolls to be used for the collection of taxes for the current year; and promoting the welfare, health and safety of the citizens of La Porte.

**City of La Porte, Texas
City Council
Detail of Expenditures**

001-6069-511

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 23,600	\$ 24,000	\$ 24,000	\$ 24,000
1042 Car Allowance	10,100	10,800	10,800	10,800
1060 FICA	<u>2,578</u>	<u>2,661</u>	<u>2,662</u>	<u>2,662</u>
Personal Services Subtotal	36,278	37,461	37,462	37,462
Supplies:				
2001 Office Supplies	418	1,500	1,500	1,000
2002 Postage	-	-	150	-
2018 Computer Supplies	-	-	-	-
2090 Machinery/Tools/Equipment	-	-	-	2,300
2093 Computer Equipment	<u>6,170</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
Supplies Subtotal	6,588	1,500	1,650	4,300
Services & Charges:				
3001 Memberships & Subscriptions	6,928	7,048	7,048	7,269
3020 Training/Seminars	4,237	7,000	5,500	6,000
4060 Technology Lease Fees	4,883	6,561	6,561	3,834
6041 Special Events	<u>1,449</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Services & Charges Subtotal	17,497	23,609	22,109	20,103
Division Total	\$ 60,363	\$ 62,570	\$ 61,221	\$ 61,865

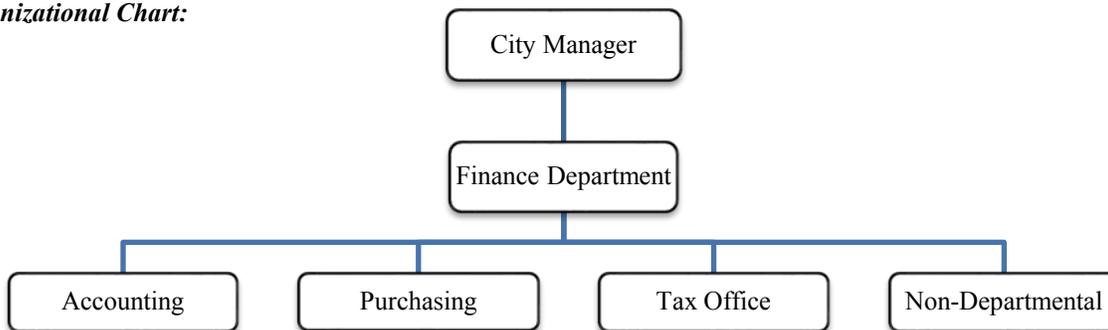


Finance Department

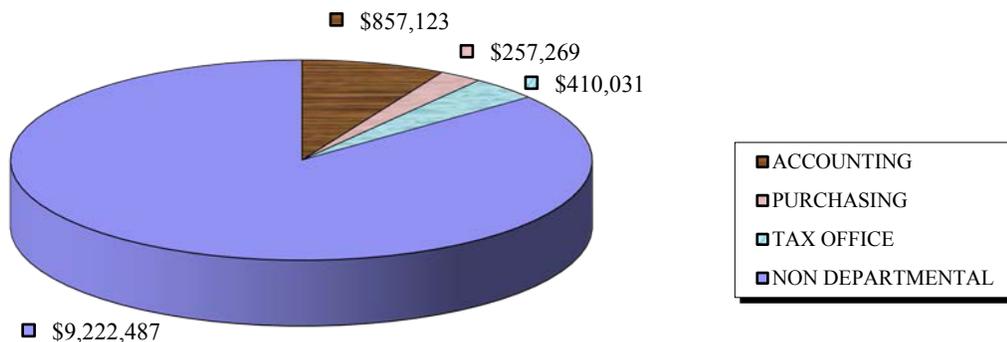
FY 16-17

Mission Statement: To provide services to citizens in a fair, consistent, cost-effective, courteous and organized manner. To provide citizens, management and council with accurate and useful financial information in a timely manner.

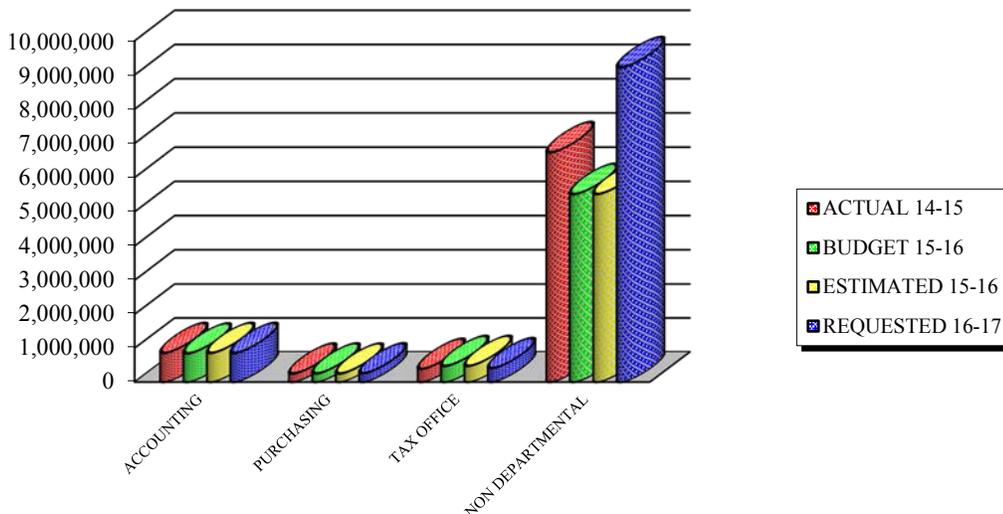
Organizational Chart:



Share of General Fund Budget: 3% (Excluding Non-Departmental)



Four Year Comparison by Division:



Finance Department Fiscal Year 2016-17

Summary:

The Finance Department is responsible for effectively administering the City's financial operation and fulfilling the duty to be publicly accountable and transparent. This includes establishing and improving accounting, budgeting and financial reporting standards. The department controls the collection and disbursement of funds and provides for their protection and investment. Maximum use of funds will be handled by timely collections and proper disbursement to obtain full use of investments.

Department Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Accounting	\$ 855,615	\$ 842,144	\$ 856,554	\$ 857,123	1.78%
Purchasing	248,160	252,031	247,622	257,569	2.20%
Tax Office	389,187	471,541	473,572	515,613	9.35%
Non Departmental	6,739,432	5,518,853	5,518,728	8,572,487	55.33%
Department Total	\$ 8,232,394	\$ 7,084,569	\$ 7,096,476	\$ 10,202,792	44.01%

Department Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 2,090,747	\$ 1,993,333	\$ 1,985,721	\$ 1,997,146	0.19%
Supplies	21,076	29,375	26,856	17,650	-39.91%
Services & Charges	6,120,571	5,061,861	5,083,899	8,187,996	61.76%
Department Total	\$ 8,232,394	\$ 7,084,569	\$ 7,096,476	\$ 10,202,792	44.01%

Finance Department FY 16-17

Accounting Division

Goals:

- To accurately process and balance all financial transactions in a timely manner
- To provide financial information to users in the form, frequency and timeliness needed for management decisions
- To Attain the Government Finance Officer's Association (GFOA) Award for Financial Reporting and the Distinguished Budget Award & Certification of Investment Policy
- To provide increased revenue through interest earnings and reduced costs through more efficient operations

Objectives:

- Process paychecks within 3 days with zero errors
- To complete 9/30/16 Financial Report by January 2017 and secure the GFOA Award for Financial Reporting
- Print monthly reports by the tenth working day following the end of the month
- Enhance earnings on the investment of City funds through active portfolio management while maintaining safety and liquidity
- Obtain an average interest earnings rate on idle funds greater than 15 basis points over the short-term rate
- Complete all miscellaneous billings by the 15th working day of the month

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
% of Payroll Checks Processed with Zero Errors	99%	99%	100%
% of Monthly Reports Printed by the 10th Working Day	100%	100%	100%
Average Interest Rate Earned vs. Short Term Rate (%)	0.16	0.20	0.15
% of Accounts Billed by 5th	100%	100%	100%
Certificate of Achievement	Yes	Yes	Yes
Budget Award	Yes	Yes	Yes

Finance Department
Fiscal Year 2016-17

Accounting Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 753,850	\$ 733,017	\$ 744,307	\$ 748,424	2.10%
<i>Supplies</i>	6,253	11,400	9,415	8,300	-27.19%
<i>Services & Charges</i>	95,512	97,727	102,832	100,399	2.73%
Division Total	\$ 855,615	\$ 842,144	\$ 856,554	\$ 857,123	1.78%

Scope of Services Summary

The Accounting Division is responsible for all financial records of the City. This Division invests all idle funds and administers debt service through the bond paying agencies. All expenditures are disbursed by the division with approved purchase orders, receiving reports and invoices that are within the prescribed budgetary limitations. This Division also distributes the monthly financial reports; prepares the annual financial statements; assists in the preparation of the annual budget and also maintains the fixed asset files and other related functions. This Division also prepares employee payroll records and submits various statements and reports to other Agencies.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Finance	0.5	0.5	0.5
Controller	1.0	1.0	1.0
Treasurer	0.5	0.5	0.5
Accounting Coordinator	1.0	1.0	1.0
Accountant	1.5	1.5	1.5
Senior Financial Services Technician	1.0	1.0	1.0
Financial Services Technician	3.0	3.0	3.0
Total	8.5	8.5	8.5

**City of La Porte, Texas
Accounting
Detail of Expenditures**

001-6141-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 526,049	\$ 517,942	\$ 517,937	\$ 524,161
1020 Overtime	3,859	4,000	5,000	4,000
1035 Longevity	5,240	5,636	5,636	5,996
1042 Car Allowance	2,561	2,558	2,558	2,550
1060 FICA	38,606	28,464	38,348	38,817
1065 Retirement	88,639	85,389	85,962	83,872
1080 Insurance - Medical	88,587	88,587	88,587	88,587
1081 Insurance - Life	309	441	279	441
Personal Services Subtotal	<u>753,850</u>	<u>733,017</u>	<u>744,307</u>	<u>748,424</u>
Supplies:				
2001 Office Supplies	2,240	2,800	2,500	2,500
2002 Postage	2,708	3,000	2,600	2,600
2008 Educational	-	900	715	800
2015 Other Supplies	647	2,500	1,500	1,500
2018 Computer Supplies	508	500	500	500
2091 Office Furniture/Equipment	-	1,200	1,200	-
2093 Computer Equipment	150	500	400	400
Supplies Subtotal	<u>6,253</u>	<u>11,400</u>	<u>9,415</u>	<u>8,300</u>
Services & Charges:				
3001 Memberships & Subscriptions	3,272	3,383	3,298	3,488
3020 Training/Seminars	9,542	12,000	12,000	15,050
4060 Technology Lease Fees	6,347	8,019	8,019	4,686
5001 Audit	66,409	65,200	65,291	62,950
5006 Fiscal Services	-	-	5,100	5,100
5007 Other Professional Services	7,099	7,100	7,099	7,100
6002 Printing/Reproduction	2,843	2,025	2,025	2,025
Services & Charges Subtotal	<u>95,512</u>	<u>97,727</u>	<u>102,832</u>	<u>100,399</u>
Division Total	\$ 855,615	\$ 842,144	\$ 856,554	\$ 857,123

Finance Department FY 16-17

Purchasing Division

Goals:

- Research cooperative purchasing contracts for potential savings and increase rebates
- Apply for the Achievement in Excellence in Procurement Award from the National Purchasing Institute
- Expand e-procurement program to include acceptance of formal bids, RFP's and quotes electronically via the internet.

Objectives:

- Expand Procurement Card Program to reduce overhead and maximize bank rebates
- Develop policy and procedure to aid in contract management.
- Continue to train departments on Purchasing practices to control cost and increase efficiencies

Performance Indicators:

	Actual 2012-13	Estimated 2013-14	Proposed 2014-15
Purchase Orders Issued	625	625	625
Request for Proposals	0	5	5
Sealed Bids	0	35	35
Formal Quotes	0	25	25
P Card Rebate	\$ 35,000	\$ 35,000	\$ 35,000

Finance Department
Fiscal Year 2016-17

Purchasing Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 240,071	\$ 239,130	\$ 237,465	\$ 246,021	2.88%
<i>Supplies</i>	614	1,400	1,361	1,800	28.57%
<i>Services & Charges</i>	7,475	11,501	8,796	9,748	-15.24%
Division Total	\$ 248,160	\$ 252,031	\$ 247,622	\$ 257,569	2.20%

Scope of Services Summary

The Purchasing Division has the responsibility for the orderly procurement of all materials, supplies and services for the City. Duties include the preparation and review of bid specifications, preparation of purchase orders, coordination of departmental requests for materials and supplies, maintenance of a vendor list and suppliers of various items used in daily operations, and overall supervision of the inventory housed in the City's warehouse.

The Division will provide for the fair and equitable treatment of all persons involved in public purchasing by the City, will maximize the purchasing value of public funds in procurement, and will provide safeguards for maintaining a procurement system of quality and integrity.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Purchasing Manager	1	1	1
Contract Administrator	-	1	1
Buyer	1	1	1
Purchasing Technician	1	-	-
Total	3	3	3

**City of La Porte, Texas
Purchasing
Detail of Expenditures**

001-6065-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 167,471	\$ 166,699	\$ 165,231	\$ 172,212
1020 Overtime	-	-	-	300
1030 Certification	924	900	1,367	1,367
1035 Longevity	336	416	408	550
1060 FICA	12,203	12,450	12,207	12,808
1065 Retirement	27,769	27,237	26,914	27,446
1080 Insurance - Medical	31,266	31,266	31,266	31,266
1081 Insurance - Life	102	162	72	72
Personal Services Subtotal	<u>240,071</u>	<u>239,130</u>	<u>237,465</u>	<u>246,021</u>
Supplies:				
2001 Office Supplies	317	700	800	700
2002 Postage	2	100	25	100
2008 Educational	-	200	136	200
2015 Other Supplies	295	300	300	300
2091 Office Furniture/Equipment	-	-	-	400
2093 Computer Equipment	-	100	100	100
Supplies Subtotal	<u>614</u>	<u>1,400</u>	<u>1,361</u>	<u>1,800</u>
Services & Charges:				
3001 Memberships & Subscriptions	1,240	1,480	1,480	1,480
3020 Training/Seminars	3,857	4,102	4,100	5,164
3024 Tuition Reimbursement	-	-	-	1,100
4060 Technology Lease Fees	2,378	2,916	2,916	1,704
6002 Printing & Reproduction	-	300	300	300
9998 Request for Upgrade (s)	-	2,703	-	-
Services & Charges Subtotal	<u>7,475</u>	<u>11,501</u>	<u>8,796</u>	<u>9,748</u>
Division Total	\$ 248,160	\$ 252,031	\$ 247,622	\$ 257,569

Finance Department FY 16-17

Tax Division

Goals:

- To effectively administer the City's tax collection operations through accurate and timely billing and responsiveness to customer's needs
- Continue to seek ways to raise the level of customer services provided by this office through continuous training (OBJ 5c)
- Pursue e-government solutions to improve efficiency and to allow for better accessibility to information by customers

Objectives:

- To accurately and timely bill and collect tax account
- To reduce the value of delinquent taxes by 15%
- To maintain a collections rate 98.5% of taxable roll
- To reconcile and balance all escrow liability accounts to the general ledger and tax roll no less than quarterly
- To prepare tax reports by 3rd business day after the end of the month
- To increase the percentage of staff holding RTC certification to over 50% (OBJ 5c)

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Collection ratio	98.6%	98.9%	98.5%
Percent of reports completed on time	100%	100%	100%
Percent of reconciliations prepared quarterly or less	100%	100%	100%
Tax Accounts Billed	35,068	37,745	39,905
Supplemental Rolls Processed	61	124	124
Correction Rolls Processed	94	196	240
Name Change Rolls	96	96	96
Percent of online transactions	4%	4%	5%
Percent of staff with RTA/RTC certification	0.25%	0.25%	0.50%

Finance Department
Fiscal Year 2016-17

Tax Office Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 190,891	\$ 219,536	\$ 209,662	\$ 207,698	-5.39%
<i>Supplies</i>	10,012	11,275	10,780	2,250	-80.04%
<i>Services & Charges</i>	188,284	240,730	253,130	305,665	26.97%
Division Total	\$ 389,187	\$ 471,541	\$ 473,572	\$ 515,613	9.35%

Scope of Services Summary

The Tax Office Division is responsible for the billing and collection of ad valorem (property) taxes. Through contractual agreement, this Division also bills and collects property taxes on behalf of the La Porte Independent School District and the Cities of Morgan's Point and Shoreacres.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Revenue Collections Manager	0.5	0.5	0.5
Deputy Tax Collector	1.0	1.0	1.0
Tax Service Clerk	1.0	1.0	1.0
Receptionist	1.0	1.0	1.0
Total	3.5	3.5	3.5

**City of La Porte, Texas
Tax Office
Detail of Expenditures**

001-6145-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 122,484	\$ 146,409	\$ 136,277	\$ 137,569
1020 Overtime	26	100	2,000	100
1030 Certification	-	-	485	600
1035 Longevity	2,100	1,704	1,404	608
1060 FICA	9,149	10,905	10,387	10,342
1065 Retirement	20,583	23,851	22,560	21,912
1080 Insurance - Medical	36,477	36,477	36,477	36,477
1081 Insurance - Life	72	90	72	90
Personal Services Subtotal	190,891	219,536	209,662	207,698
Supplies:				
2001 Office Supplies	1,487	1,000	1,000	1,000
2002 Postage	8,149	9,000	8,500	500
2008 Education	-	75	80	-
2015 Other Supplies	116	500	500	500
2018 Computer Supplies	-	450	450	-
2093 Computer Equipment	260	250	250	250
Supplies Subtotal	10,012	11,275	10,780	2,250
Services & Charges:				
3001 Memberships & Subscriptions	400	430	490	115
3020 Training/Seminars	1,034	5,910	4,510	3,760
3024 Tuition Reimbursement	-	-	-	1,500
4055 Computer Software	298	325	298	-
4060 Technology Lease Fees	2,780	3,645	3,645	2,130
5005 Personnel Services	144	-	12,857	-
5007 Other Professional Services	179,659	226,170	227,780	297,660
5012 Property Resale Maint	750	250	250	-
6002 Printing/Reproduction	3,219	4,000	3,300	500
Services & Charges Subtotal	188,284	240,730	253,130	305,665
Division Total	\$ 389,187	\$ 471,541	\$ 473,572	\$ 515,613

Finance Department
Fiscal Year 2016-17

Non Departmental Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 905,935	\$ 801,650	\$ 794,287	\$ 795,003	-0.83%
<i>Supplies</i>	4,197	5,300	5,300	5,300	0.00%
<i>Services & Charges</i>	5,829,300	4,711,903	4,719,141	7,772,184	64.95%
Division Total	<u>\$6,739,432</u>	<u>\$5,518,853</u>	<u>\$5,518,728</u>	<u>\$8,572,487</u>	55.33%

Scope of Services Summary

The Non Departmental Division was established to account for the General Fund's share of centralized costs that are not specifically allocated to General Fund Divisions. Functions which benefit all General Fund accounts of the City include such things as liability insurance and contingency. Funded transfers to other funds are also classified here.

**City of La Porte, Texas
Non Departmental
Detail of Expenditures**

001-6146-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1012 Sick Buy Back	\$ 96,338	\$ 99,867	\$ 93,926	\$ 94,503
1055 Termination Pay (Sick/Vac)	120,985	150,000	150,000	150,000
1060 FICA	16,519	19,115	18,660	18,705
1065 Retirement	36,351	40,678	39,711	39,805
1080 Insurance - Medical	635,742	491,990	491,990	491,990
Personal Services Subtotal	905,935	801,650	794,287	795,003
Supplies:				
2001 Office	521	800	800	800
2015 Other Supplies	3,676	4,500	4,500	4,500
Supplies Subtotal	4,197	5,300	5,300	5,300
Services & Charges:				
3001 Memberships & Subscriptions	668	2,000	676	800
4001 Office Equipment	23,778	23,778	23,778	23,778
4002 Machinery/Tools/Equipment	1,422	2,200	2,200	2,200
4006 Heating & A/C Equipment	5,194	2,000	6,500	6,500
4011 Building	6,543	22,915	72,915	124,500
4021 Vehicle Maint: O/S Contract	11,337	16,868	10,000	10,000
5001 Accounting	-	5,600	20,000	15,100
5006 Fiscal Services	123,243	110,000	130,000	135,000
5007 Other Professional Services	299,587	311,720	299,330	311,720
5013 Property Appraisal	12,900	18,050	13,000	13,000
6010 Janitorial	23,696	25,060	24,950	25,060
6024 Deductibles-Auto Accident	1,685	10,000	10,000	10,000
6070 Appreciation Program	-	-	-	30,000
7001 Electrical	502,483	510,000	510,000	510,000
7002 Natural Gas	289	300	300	300
7004 Water	1,391	2,500	1,400	1,400
9002 Admin Trans to Fund 002	69,161	1,000,000	1,000,000	-
9003 Admin Trans to Fund 003	2,000,000	-	-	2,000,000
9010 Admin Trans to Fund 010	586	-	-	-
9014 Admin Trans to Fund 014	1,916,876	633,582	633,582	2,416,878
9015 Admin Trans to Fund 015	809,948	1,500,000	1,500,000	1,350,000
9024 Admin Trans to Fund 024	15,963	-	-	-
9026 Admin Trans to Fund 026	2,550	-	-	-
9050 Contingency	-	82,808	27,988	300,000
9997 Special Programs	-	432,522	432,522	485,948
Services & Charges Subtotal	5,829,300	4,711,903	4,719,141	7,772,184
Division Total	\$ 6,739,432	\$ 5,518,853	\$ 5,518,728	\$ 8,572,487



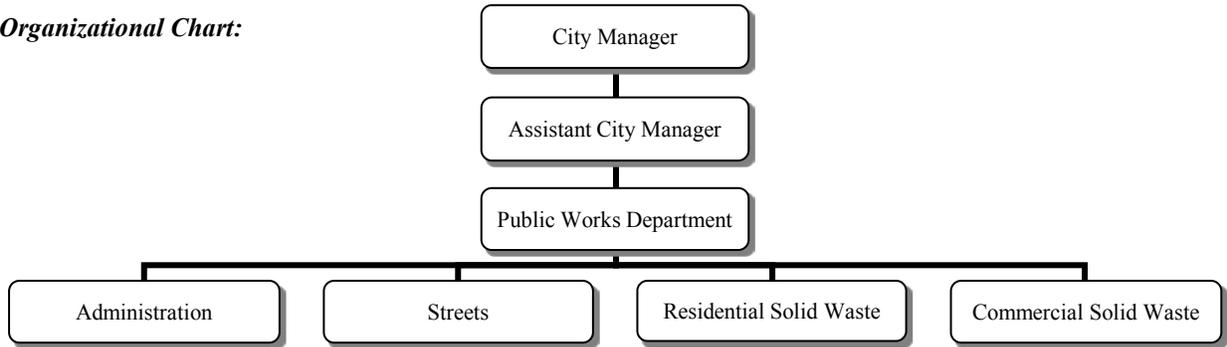
Public Works Department

FY 16-17

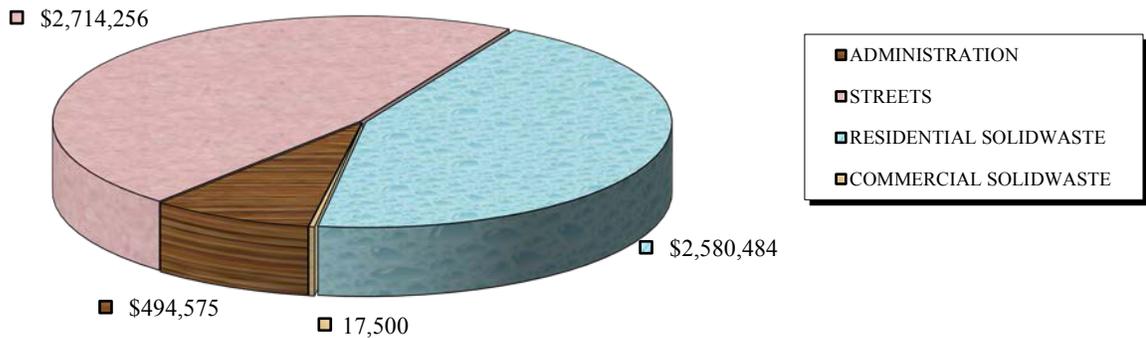
Mission Statement:

To provide essential public services to the Citizens of La Porte in the most efficient, cost-effective manner possible by utilizing creative and innovative techniques of public works services and facilities.

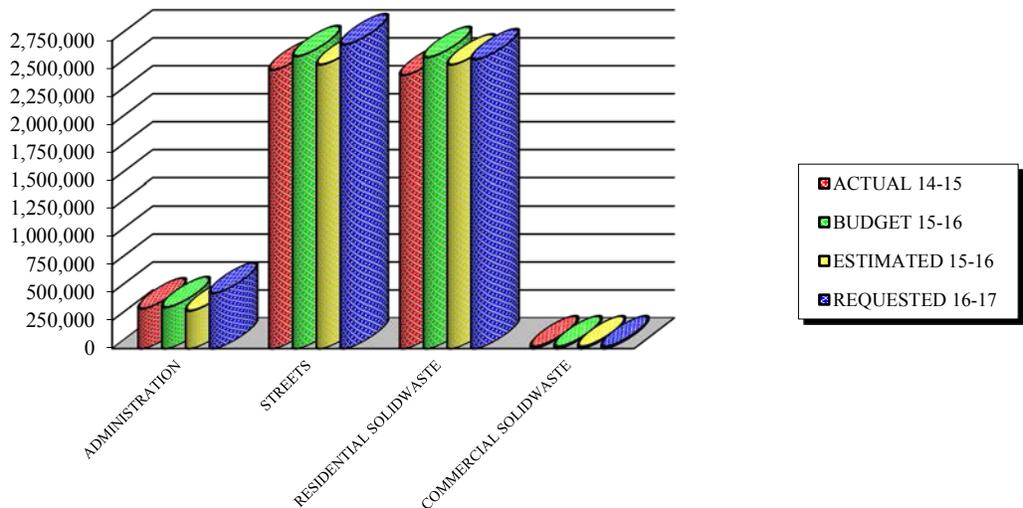
Organizational Chart:



Share of General Fund Budget: 12%



Four Year Comparison by Division:



Public Works Department Fiscal Year 2016-17

Summary:

The function of the Public Works Department is to plan, organize, coordinate and implement all projects and programs involving streets, drainage, solidwaste, vehicle maintenance and water and wastewater services. This Department is also responsible for the planning of new water and wastewater facilities, the management of assigned construction projects, the operation of surface water supply facilities by the La Porte Area Water Authority, and maintenance of the La Porte airport.

Department Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Administration	\$ 356,413	\$ 367,979	\$ 337,188	\$ 494,575	34.40%
Streets	2,487,556	2,608,454	2,533,798	2,714,256	4.06%
Residential Solidwaste	2,440,476	2,599,310	2,532,958	2,580,484	-0.72%
Commercial Solidwaste	17,089	17,146	17,146	17,500	2.06%
Department Total	\$ 5,301,534	\$ 5,592,889	\$ 5,421,090	\$ 5,806,815	3.82%

Department Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 3,085,062	\$ 3,103,593	\$ 3,039,903	\$ 3,341,882	7.68%
Supplies	392,980	437,454	341,530	377,412	-13.73%
Services & Charges	1,823,492	2,026,842	2,016,297	2,041,271	0.71%
Capital Outlay	-	25,000	23,360	46,250	
Department Total	\$ 5,301,534	\$ 5,592,889	\$ 5,421,090	\$ 5,806,815	3.82%

Public Works Department FY 16-17

Administration Division

Goals:

- Plan and prioritize future public infrastructure maintenance and expansion needs (OBJ 1)
- Manage assigned construction contracts
- Manage activities of the La Porte Area Water Authority
- Monitor activities of all Public Works Divisions

Objectives:

- Further development of the GIS system to include input of maintenance activities
- Completion of all assigned construction contracts within time allowed and budget constraints
- Assure the La Porte Area Water Authority provides adequate supplies of water to all customer entities at the most cost effective price possible

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
GIS: Identify Undocumented Water Line Materials (With Future Repairs - Lin. Ft.)		10000	10,000
GIS: Input FY Water/Sewer Maintenance Activities Desirable to Track for FY 14		100%	100%
Total CIP Budgeted (include generators (\$1,420,000), 3rd Street (\$670,000 of \$4,000,000), with approved CIP (\$3,495,500) = \$5,585,500		87%	
Two Projects Lagged: Water Well 1 and 2; Jefferson/Sylvan Roadway		\$731,000	

Public Works Department
Fiscal Year 2016-17

Public Works Administration Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 315,345	\$ 309,375	\$ 284,767	\$ 435,842	40.88%
<i>Supplies</i>	3,873	8,639	7,974	11,667	35.05%
<i>Services & Charges</i>	37,195	49,965	44,447	47,066	-5.80%
Division Total	\$ 356,413	\$ 367,979	\$ 337,188	\$ 494,575	34.40%

Scope of Services Summary

The Public Works Administration Division is responsible for planning, organizing, and implementing all projects involving street drainage, solidwaste, vehicle maintenance, and water/wastewater services. They are also responsible for planning and inspecting new wastewater facilities, implementing proposed landfill, and operating surface water supply facilities for the La Porte Area Water Authority.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Public Works	0.5	0.5	0.50
Assistant Public Works Director	0.5	0.5	0.50
CIP Manager	-	-	1.00
Public Improvement Inspector	-	-	1.00
Office Coordinator	1.0	1.0	1.00
Secretary	2.0	2.0	1.20
Total	4.0	4.0	5.20

**City of La Porte, Texas
Public Works Administration
Detail of Expenditures**

001-7070-530

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 217,260	\$ 210,406	\$ 191,856	\$ 305,740
1035 Longevity	1,288	1,480	1,376	1,382
1042 Car Allowance	2,561	2,558	2,558	2,550
1060 FICA	15,793	16,790	14,780	22,960
1065 Retirement	36,425	36,147	32,329	48,710
1080 Insurance - Medical	41,688	41,688	41,688	54,194
1081 Insurance - Life	180	306	180	306
1090 Other Benefits	150	-	-	-
Personal Services Subtotal	315,345	309,375	284,767	435,842
Supplies:				
2001 Office Supplies	1,400	1,400	1,375	1,400
2002 Postage	205	160	248	200
2004 Gas and Oil	1,119	1,424	840	1,157
2009 Medical	-	50	40	50
2015 Other Supplies	846	1,790	2,375	1,040
2091 Office Furniture/Equipment	269	1,100	733	7,400
2093 Computer Equipment	34	2,715	2,363	420
Supplies Subtotal	3,873	8,639	7,974	11,667
Services & Charges:				
3001 Memberships & Subscriptions	335	402	416	1,030
3020 Training/Seminars	1,479	2,100	3,766	7,649
3024 Tuition Reimbursemnt	311	622	-	-
4001 Office Equipment	-	-	-	4,000
4006 Heating and A/C Equipment	545	800	650	750
4011 Building Maintenance	1,869	1,950	2,902	1,400
4020 Motor Pool Lease Fees	1,357	2,100	2,100	2,232
4030 VM: Fleet Maintenance	2,467	2,402	2,402	2,334
4060 Technology Lease Fees	3,110	3,645	3,645	2,130
5005 Personnel Services	-	9,072	5,553	-
5007 Other Professional Services	1,472	-	-	-
6001 Uniform/Towel Cleaning	-	-	172	344
6002 Printing & Reproduction	432	-	-	-
6005 Advertising	-	295	295	-
6010 Janitorial Services	8,460	8,877	8,876	8,877
6013 TCEQ Requirements	300	300	300	300
7001 Electrical	10,513	13,200	9,336	11,400
7004 Water	4,545	4,200	4,034	4,620
Services & Charges Subtotal	37,195	49,965	44,447	47,066
Division Total	\$ 356,413	\$ 367,979	\$ 337,188	\$ 494,575

Public Works Department FY 16-17

Streets Division

Goals:

- Maintain a pro-active and aggressive street maintenance program that includes resurfacing, reconstruction, crack sealing, and concrete raising programs (OBJ 1a)
- Inspect and perform drainage maintenance on open ditch areas (OBJ 1d)
- Ensure that City right-of-way is properly maintained and mowed
- Support other City departments with street related information, such as speed studies and other traffic count information

Objectives:

- Continue development of in-house concrete street repair program
- Chip approximately 4,000 linear feet of streets.
- Recycle approximately 4,000 linear feet of streets.
- Mow 125 acres of Rights-of Way monthly
- Mow 300 acres of Airport Property monthly

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Linear feet of streets Chip Sealed	6,380	3,200	4,000
Linear feet of streets Recycled	520	4,065	3,200
Linear feet of ditches cleaned	23,000	48,500	40,000
Linear feet of streets Crack Sealed	150,000	150,000	150,000
SY of concrete street pvmt removed/replaced by city crews	3,700	3,200	3,500
Inlets Repaired by city crews	6	10	20
Linear feet of curb repaired by city crews	450	500	1,000

Public Works Department
Fiscal Year 2016-17

Streets Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$1,622,827	\$1,605,845	\$1,575,248	\$1,639,248	2.08%
<i>Supplies</i>	145,979	153,125	116,947	121,500	-20.65%
<i>Services & Charges</i>	718,750	824,484	818,243	907,258	10.04%
<i>Capital Outlay</i>	-	25,000	23,360	46,250	85.00%
Division Total	<u>\$2,487,556</u>	<u>\$2,608,454</u>	<u>\$2,533,798</u>	<u>\$2,714,256</u>	4.06%

Scope of Services Summary

The Streets Division is responsible for maintaining all City streets. The Street Maintenance crew in this Division performs job functions such as street and drainage reconstruction, patching, seal, coating, overlay and crack sealing. Other tasks include: mowing, mosquito control, traffic control and airport maintenance.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Street Maintenance Superintendent	1.0	1.0	1.00
Street Maintenance Supervisor	3.0	3.0	3.00
Senior Equipment Operator	6.0	6.0	6.00
Equipment Operator II	5.5	5.5	5.50
Equipment Operator I	10.0	10.0	11.00
Mosquito Control Technician	1.0	1.0	1.00
Secretary	-	-	0.25
Total	<u>26.5</u>	<u>26.5</u>	<u>27.75</u>

**City of La Porte, Texas
Streets
Detail of Expenditures**

001-7071-531

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 1,044,984	\$ 1,057,010	\$ 1,030,038	\$ 1,069,112
1020 Overtime	15,559	7,000	11,243	11,243
1030 Certification	5,492	4,500	4,500	4,500
1035 Longevity	14,154	13,578	10,014	13,318
1050 WC Loss Time	3,107	-	247	-
1060 FICA	78,990	78,715	77,865	80,468
1065 Retirement	178,610	173,566	169,838	170,892
1080 Insurance - Medical	281,394	270,972	270,972	289,211
1081 Insurance - Life	537	504	531	504
Personal Services Subtotal	1,622,827	1,605,845	1,575,248	1,639,248
Supplies:				
2001 Office	118	150	150	150
2003 Protective Clothing	835	800	800	800
2004 Gas and Oil	69,271	86,046	51,776	60,000
2005 Minor Tools	1,462	1,500	1,500	1,500
2007 Chemical	27,051	27,318	27,201	27,000
2010 Traffic	34,732	30,000	30,000	30,000
2015 Other Supplies	2,667	1,400	401	1,400
2090 Machinery/Tools/Equipment	9,733	5,475	4,683	400
2093 Computer Equipment	110	436	436	250
Supplies Subtotal	145,979	153,125	116,947	121,500
Services & Charges:				
3020 Training/Seminars	1,053	1,000	1,000	6,460
3024 Tuition Reimbursement	-	-	-	3,500
4002 Machinery/Tools/Equipment	2,386	3,000	3,000	3,000
4003 Radios	-	752	752	-
4004 Traffic Signal Maintenance	6,991	10,000	6,026	10,000
4015 Paving	185,258	215,562	215,562	200,000
4020 Motor Pool Lease Fees	260,008	312,795	312,795	344,424
4030 VM: Fleet Maintenance	250,179	257,876	257,876	247,806
4060 Technology Lease Fees	525	2,187	2,187	1,278
5007 Other Professional Services	916	892	892	20,840
6001 Uniforms	10,323	11,320	9,053	10,800
6002 Printing and Production	50	-	-	50
6009 Landfills Charges	961	9,000	9,000	11,000
6013 TCEQ Requirements	100	100	100	100
9999 Request for new Position	-	-	-	48,000
Services & Charges Subtotal	718,750	824,484	818,243	907,258
Capital Outlay:				
8021 Machinery/Tools & Equipment	-	-	-	21,250
8027 Traffic Control Devices	-	25,000	23,360	25,000
Capital Outlay Subtotal	-	25,000	23,360	46,250
Division Total	\$ 2,487,556	\$ 2,608,454	\$ 2,533,798	\$ 2,714,256

Public Works Department FY 16-17

Residential Solidwaste Division

Goals:

- Continue to provide efficient Solid Waste Collection services
- Continue providing mulch to citizens at no cost
- Continue to explore opportunities to expand the Recycling Program
- Determine the most cost effective solid waste collection method for future population growth

Objectives:

- Efficient, cost effective collection of Solid Waste
- Expansion of the Recycling Program through public education and outreach

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Tons Garbage Collected	11,292	11,732	11,800
Cu. Yds. Trash Collected	28,050	32,092	32,000
Cost/residential account collected			
Tons of Recycling Collected	320	300	300
Cu. Yds. Of Brush Composted	28,100	32,620	32,000

**Public Works Department
Fiscal Year 2016-17**

Residential Solidwaste Division

Expenditure Summary

	<i>Actual 2014-15</i>	<i>Budget 2015-16</i>	<i>Estimated 2015-16</i>	<i>Requested 2016-17</i>	<i>Percent Change</i>
<i>Personal Services</i>	\$ 1,146,890	\$ 1,188,373	\$ 1,179,888	\$ 1,266,792	6.60%
<i>Supplies</i>	243,128	275,690	216,609	244,245	-11.41%
<i>Services & Charges</i>	1,050,458	1,135,247	1,136,461	1,069,447	-5.80%
Division Total	\$ 2,440,476	\$ 2,599,310	\$ 2,532,958	\$ 2,580,484	-0.72%

Scope of Services Summary

The functions for the Residential Solidwaste Division is the collection of residential solidwaste for approximately 8,650 homes within the City limits.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Equipment Services/Solidwaste Superinten	0.5	0.5	0.50
Solidwaste Supervisor	1.0	1.0	1.00
Senior Equipment Operator	3.0	3.0	3.00
Equipment Operator II	4.0	4.0	4.00
Equipment Operator I	6.0	6.0	6.00
Solidwaste Worker	8.0	8.0	8.00
Secretary	0.0	0.0	0.25
Total	22.5	22.5	22.75

**City of La Porte, Texas
Residential Solidwaste
Detail of Expenditures**

001-7072-532

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 717,722	\$ 740,755	\$ 737,800	\$ 820,401
1020 Overtime	9,758	10,000	11,000	10,000
1030 Certification	1,506	1,200	1,367	1,504
1035 Longevity	7,960	8,700	8,696	4,672
1060 FICA	53,567	60,573	58,332	61,449
1065 Retirement	121,468	132,236	127,784	131,251
1080 Insurance - Medical	234,495	234,495	234,495	237,101
1081 Insurance - Life	414	414	414	414
Personal Services Subtotal	1,146,890	1,188,373	1,179,888	1,266,792
Supplies:				
2001 Office Supplies	71	100	100	100
2003 Protective Clothing	1,111	1,000	1,000	1,000
2004 Gas and Oil	112,391	132,672	86,285	90,000
2005 Minor Tools	30	150	150	100
2015 Other Supplies	128,437	140,568	128,000	152,845
2050 Safety Supplies	115	100	100	100
2090 Machinery/Tools/Equipment	973	1,000	974	-
2093 Computer Equipment	-	100	-	100
Supplies Subtotal	243,128	275,690	216,609	244,245
Services & Charges:				
3001 Memberships & Subscriptions	-	-	424	424
3020 Training/Seminars	128	215	-	-
4003 Radios and Base Stations	-	752	752	-
4020 Motor Pool Lease Fees	226,528	282,827	282,827	282,300
4030 VM: Fleet Maintenance	309,200	317,541	317,541	304,798
4060 Technology Lease Fees	567	729	729	-
5005 Personnel Services	63,874	60,000	60,000	-
6001 Uniforms	7,186	5,500	7,365	7,560
6002 Printing/Reproduction	871	1,000	1,158	1,200
6009 Landfill Charges	442,104	466,683	465,665	473,165
Services & Charges Subtotal	1,050,458	1,135,247	1,136,461	1,069,447
Division Total	\$ 2,440,476	\$ 2,599,310	\$ 2,532,958	\$ 2,580,484

Public Works Department
Fiscal Year 2016-17

Commercial Solidwaste Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Services & Charges</i>	\$ 17,089	\$ 17,146	\$ 17,146	\$ 17,500	2.06%
Division Total	<u>\$ 17,089</u>	<u>\$ 17,146</u>	<u>\$ 17,146</u>	<u>\$ 17,500</u>	2.06%

Scope of Services Summary

The function of the Commercial Solidwaste Division is the collection of commercial solidwaste for approximately 600 entities within the City limits. The City has a private contractor who provides this service on behalf of the City.

**City of La Porte, Texas
Commercial Solidwaste
Detail of Expenditures**

001-7073-532

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Services & Charges:				
5007 Other Professional Services	\$ 17,089	\$ 17,146	\$ 17,146	\$ 17,500
Services & Charges Subtotal	17,089	17,146	17,146	17,500
Division Total	\$ 17,089	\$ 17,146	\$ 17,146	\$ 17,500



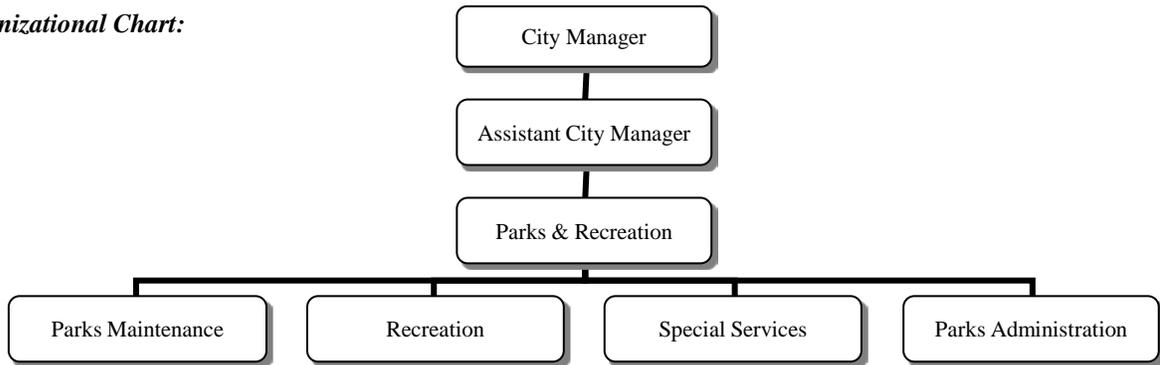
Parks & Recreation Department

FY 16-17

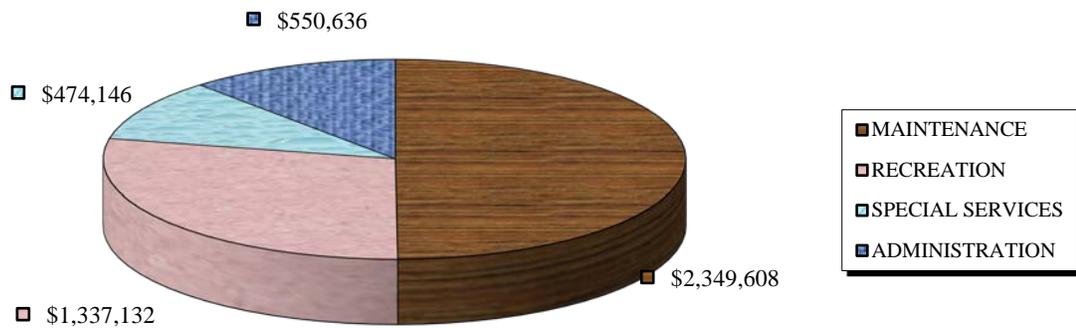
Mission Statement:

To provide and manage superior parks and recreational facilities, innovative programs, and services which will provide our customers with pleasure and enrichment.

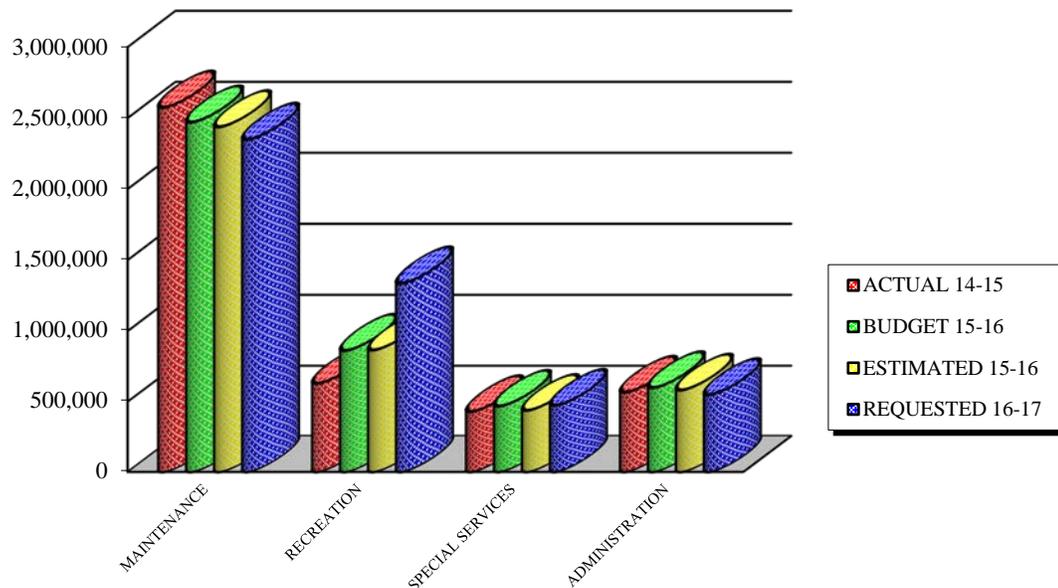
Organizational Chart:



Share of General Fund Budget: 10%



Four Year Comparison by Division:



Parks and Recreation Department Fiscal Year 2016-17

Summary:

The Parks & Recreation Department is responsible for the maintenance and operation of the City's park and recreation system. The Parks Maintenance Division maintains park grounds, sports fields, Park and other municipal facilities such as City Hall and the La Porte Community Library. The Recreation Division operates the City recreation centers, swimming pools, the Fitness Center, and provides recreational opportunities for both youth and adults. The Special Services Division develops and operates programs supporting seniors and special populations for the City. The Parks Administration Division offers tactical and strategic support for other divisions to meet the stated goals of the department.

Department Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Parks Maintenance	\$ 2,575,423	\$ 2,471,011	\$ 2,438,196	\$ 2,349,608	-4.91%
Recreation	630,257	862,681	866,491	1,337,132	55.00%
Special Services	429,219	467,660	437,516	474,146	1.39%
Parks Administration	567,419	599,169	581,958	550,636	-8.10%
Department Total	\$ 4,202,318	\$ 4,400,521	\$ 4,324,161	\$ 4,711,522	7.07%

Department Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 2,804,266	\$ 2,728,605	\$ 2,969,404	\$ 3,045,451	11.61%
Supplies	180,898	197,995	203,579	208,400	5.26%
Services & Charges	1,187,341	1,231,425	1,045,514	1,400,171	13.70%
Capital Outlay	29,813	242,496	105,664	57,500	0.00%
Department Total	\$ 4,202,318	\$ 4,400,521	\$ 4,324,161	\$ 4,711,522	7.07%

Parks & Recreation Department FY 16-17

Parks Maintenance Division

Goals:

- To maintain 205 acres of developed Parks - includes Parks, Secondary Parks, field maintenance & trail maintenance
- To maintain 28 sports fields for use by La Porte youth and adults (OBJ 8b)
- Improve productivity and efficiency of Parks and Facility Maintenance personnel (OBJ 5c)
- To monitor and audit grounds maintenance contract with contractor for all non-departmental buildings, esplanades & right of ways on a monthly basis
- To conduct building inspections & complete all departments & non-departmental facility
- To assist with all City of La Porte sponsored and co-sponsored special events

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Avg. cost per acre maintained		\$276	\$260
Avg. cost per field maintained		\$85	\$82
Defect identified in grounds maintenance audit		4%	3%
Building inspections & work orders		1,729	1,925
Avg. cost per hour, support @ special events		\$76.67	\$74.00

Parks & Recreation Department
Fiscal Year 2016-17

Parks Maintenance Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 1,355,360	\$ 1,311,333	\$ 1,326,007	\$ 1,375,675	4.91%
<i>Supplies</i>	121,072	124,418	119,631	123,749	-0.54%
<i>Services & Charges</i>	1,069,178	817,918	911,775	812,684	-0.64%
<i>Capital Outlay</i>	29,813	217,342	80,783	37,500	-82.75%
Division Total	\$ 2,575,423	\$ 2,471,011	\$ 2,438,196	\$ 2,349,608	-4.91%

Scope of Services Summary

The Parks Maintenance Division is responsible for the maintenance of twenty-two parks, three recreation centers, five aquatic facilities, five athletic complexes, one Recreation/Fitness center. Additionally, the Parks Division maintains all landscaped areas within the City that are considered right of ways. The Parks Division also assists the Recreation Division with special events.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Parks Maintenance Superintendent	1	1	1
Parks Maintenance Supervisor	2	2	2
Building Maintenance Supervisor	1	1	1
Building Maintenance Technician II	1	1	1
Building Maintenance Technician I	1	1	1
Pool Maintenance Technician	1	1	1
Senior Parks Maintenance Worker	2	2	2
Parks Maintenance Worker II	6	6	6
Parks Maintenance Worker I	7	7	7
Custodian	1	1	1
Parks Maintenance Worker I (PT)	2	2	2
Total	25	25	25

**City of La Porte, Texas
Parks Maintenance
Detail of Expenditures**

001-8080-552

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 843,760	\$ 829,259	\$ 832,000	\$ 875,239
1020 Overtime	39,357	17,500	29,000	28,000
1030 Certification	301	301	297	300
1035 Longevity	9,732	10,880	10,732	11,356
1060 FICA	65,047	63,596	64,297	67,320
1065 Retirement	146,419	139,077	139,032	142,846
1067 Pars - Retirement	67	106	66	-
1080 Insurance - Medical	250,128	250,128	250,128	250,128
1081 Insurance - Life	549	486	455	486
Personal Services Subtotal	1,355,360	1,311,333	1,326,007	1,375,675
Supplies:				
2003 Protective Clothing	903	850	850	850
2004 Gas and Oil	33,578	34,818	26,139	34,149
2005 Minor Tools	1,104	1,250	1,127	1,200
2006 Cleaning	19,119	16,000	19,925	18,500
2007 Chemical	41,147	47,500	47,500	47,500
2015 Other Supplies	17,547	19,000	19,000	19,000
2090 Machinery/Tools/Equipment	7,674	5,000	5,090	2,550
Supplies Subtotal	121,072	124,418	119,631	123,749
Services & Charges:				
3001 Memberships & Subscriptions	260	260	270	206
3020 Training/Seminars	140	1,163	832	2,267
4002 Machinery/Tools/Equipment	8,990	8,000	8,000	8,000
4006 Heating and A/C Equipment	19,654	10,500	10,500	11,500
4008 Pumps/Motors	4,792	7,000	7,000	7,000
4010 Recreation/Education Equip	23,798	20,500	38,000	22,000
4011 Building Maintenance	288,427	28,000	28,000	32,000
4012 Water Line Maintenance	1,042	2,800	2,500	2,500
4018 Park Grounds	61,606	65,600	149,078	65,600
4019 Rental of Equipment	142	500	500	500
4020 Motor Pool Lease Fees	70,615	82,362	82,362	76,476
4030 VM: Fleet Maintenance	81,483	79,487	79,487	78,968
4060 Technology Lease Fees	1,701	2,187	2,187	1,278
5007 Other Professional Services	1,240	1,950	1,950	1,950
6001 Uniforms	8,605	8,959	8,959	9,289
6010 Janitorial Services	39,007	48,650	48,650	48,650
6014 Library Costs	95,925	80,000	80,000	80,000
7001 Electrical	281,552	277,000	273,000	273,000
7002 Natural Gas	21,188	23,000	20,500	21,500
7004 Water	59,011	70,000	70,000	70,000
Services & Charges Subtotal	1,069,178	817,918	911,775	812,684
Capital Outlay:				
8002 Building Improvements	-	49,382	-	25,000
8021 Mach/Tools & Equipment	-	37,373	37,373	12,500
8032 Land Improvements	29,813	130,587	43,410	-
Capital Outlay Subtotal	29,813	217,342	80,783	37,500
Division Total	\$ 2,575,423	\$ 2,471,011	\$ 2,438,196	\$ 2,349,608

Parks & Recreation Department

FY 16-17

Recreation Division

Goals:

- Partner with community organizations, churches & library to enhance recreational activities, programs & field trips at the three recreation centers, to meet future needs of the community
- Encourage & promote community activities through special events to enhance recreation & education opportunities for citizens & attract tourism & visitation to the City
- Encourage & promote recreational activities through youth sports such as Boy's Baseball, Girl's Softball, Quest Soccer, City of La Porte Track Team, Dog Fish Swim Team, Youth Basketball, & Youth Football.
- Enhance classes & equipment as needed at the Fitness Center by surveying the community for input on existing as well as new classes to attract new, as well as keeping existing members
- To continue to service a quality aquatic program to our citizens and quests, and check the effectiveness of our pools (OBJ 8c)

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Avg. Cost per Person Served (Rec Centers)	\$15.68	\$15.75	\$15.75
Special Event Attendance (est.)	12,000	13,500	13,750
Recreation & Fitness Center Attendance	84,060	86,000	86,250
RFC Cost of Service Provision Per Visit	\$3.54	\$3.50	\$3.48
RFC Revenues Generated Per Visit	\$3.30	\$3.35	\$3.37
Expenditures per person at municipal pools	\$5.19	\$5.15	\$5.15
Revenues gen. per person at municipal pools	\$3.25	\$3.30	\$3.32
Recreation Centers Attendance			

Parks & Recreation Department
Fiscal Year 2016-17

Recreation Division

Expenditure Summary

	<i>Actual 2014-15</i>	<i>Budget 2015-16</i>	<i>Estimated 2015-16</i>	<i>Requested 2016-17</i>	<i>Percent Change</i>
<i>Personal Services</i>	\$ 554,459	\$ 466,204	\$ 736,431	\$ 765,394	64.18%
<i>Supplies</i>	33,767	45,115	57,873	50,109	11.07%
<i>Services & Charges</i>	42,031	326,208	47,306	501,629	53.78%
<i>Capital Outlay</i>	-	25,154	24,881	20,000	-20.49%
Division Total	<u>\$ 630,257</u>	<u>\$ 862,681</u>	<u>\$ 866,491</u>	<u>\$ 1,337,132</u>	55.00%

Scope of Services Summary

The Recreation Division plans, facilitates and directs a wide variety of leisure and recreational programs and activities for the citizens of La Porte. The activities are facilitated through our three recreation centers, five aquatic facilities, five athletic complexes, one Recreation/Fitness center and various other park and municipal facilities within our system. The Division assists numerous community groups and organizations with their fund raising and special event endeavors.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Recreation Superintendent	1	1	1
Recreation Programs Coordinator	1	1	1
Recreation Center Specialist	3	3	3
Fitness Center Specialist (PT)	3	3	3
Recreation Assistants (Summer)	15	15	17
Total	<u>23</u>	<u>23</u>	<u>25</u>

**City of La Porte, Texas
Recreation
Detail of Expenditures**

001-8081-551

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 232,619	\$ 234,669	\$ 230,866	\$ 256,720
1011 Seasonal Earnings	170,945	78,735	356,485	356,485
1020 Overtime	16,093	13,500	16,000	16,000
1030 Certification	-	-	658	900
1035 Longevity	2,772	2,132	2,196	1,656
1060 FICA	19,677	20,835	18,531	21,703
1065 Retirement	37,571	42,798	38,662	34,850
1067 Pars Retirement	2,531	1,131	692	4,676
1080 Insurance - Medical	72,242	72,242	72,242	72,242
1081 Insurance - Life	9	162	99	162
Personal Services Subtotal	554,459	466,204	736,431	765,394
Supplies:				
2001 Office	-	-	-	100
2002 Postage	3	-	-	-
2003 Protective Clothing	432	550	600	660
2004 Gas and Oil	1,041	1,868	827	1,495
2006 Cleaning	659	600	1,532	1,500
2009 Medical	241	250	200	200
2015 Other Supplies	3,706	3,000	4,000	4,000
2031 Athletic Supplies	3,694	4,500	8,053	6,000
2032 Aquatic Supplies	7,256	14,000	23,250	15,250
2090 Machinery/Tools/Equipment	16,735	20,347	19,411	20,904
Supplies Subtotal	33,767	45,115	57,873	50,109
Services & Charges:				
3001 Memberships & Subscriptions	544	699	699	1,253
3020 Training/Seminars	5,339	4,582	6,248	9,448
3024 Tuition Reimbursement	-	-	-	3,500
4010 Recreation/Education Equip	9,069	4,000	9,000	28,835
4011 Building	2,454	-	-	-
4020 Motor Pool Lease Fees	2,694	4,373	4,373	4,488
4030 VM: Fleet Maintenance	5,587	3,530	3,530	1,594
4060 Technology Lease Fees	3,182	4,374	4,374	2,556
5007 Other Professional Services	1,420	287,550	1,800	1,800
6041 Special Events	4,282	7,800	7,771	10,800
6042 Recreation Programs	7,460	9,300	9,511	14,600
9997 Request for Special Programs	-	-	-	414,411
9999 Request For New Positions	-	-	-	8,344
Services & Charges Subtotal	42,031	326,208	47,306	501,629
Capital Outlay:				
8002 Building Improvements	-	-	-	20,000
8021 Mach/Tools & Equipment	-	25,154	24,881	-
Capital Outlay Subtotal	-	25,154	24,881	20,000
Division Total	\$ 630,257	\$ 862,681	\$ 866,491	\$ 1,337,132

Parks & Recreation Department FY 16-17

Special Services Division

Goals:

- Promote Senior Services & Special Programs Centers to increase participation
- Promote the usage level of the Home Bound Meals Program to reach maximum capacity of 40 meals a day
- Increase Special Services participant's awareness of CTY calls for program information and emergencies

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Number of service units provided to program participants		60,352	63,500
Number of daily homebound meals delivered		37	40
Number of CTY calls for special services		40	45

Parks & Recreation Department
Fiscal Year 2016-17

Special Services Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 358,950	\$ 386,333	\$ 358,758	\$ 389,201	0.74%
<i>Supplies</i>	18,620	20,462	18,275	25,142	22.87%
<i>Services & Charges</i>	51,649	60,865	60,483	59,803	-1.74%
Division Total	<u>\$ 429,219</u>	<u>\$ 467,660</u>	<u>\$ 437,516</u>	<u>\$ 474,146</u>	1.39%

Scope of Services Summary

The Special Services Division is responsible for the development and implementation of programs and services for area older adults. Programs administered by the Division include recreational, social, educational, physical fitness, nutritional and special events. Services delivered to area older adults through this Division include health screening, shopping trips, information and referral. Therapeutic recreation programs for area individuals with physical, mental, emotional or social limitations are also provided. This Division also coordinates senior volunteer activities with area nursing homes, schools and community organizations.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Special Services Superintendent	1	1	1
Sr. Services Coordinator	1	1	1
Recreation Therapist	1	1	1
Assistant Recreation Therapist	1	1	1
Therapeutic Recreation Specialist	1	1	1
Therapeutic Recreation Assistant	1	1	1
Sr. Services Assistant I (PT)	1	1	1
Therapeutic Rec Specialist (PT)	1	1	1
Total	<u>8</u>	<u>8</u>	<u>8</u>

**City of La Porte, Texas
Special Services
Detail of Expenditures**

001-8082-551

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 235,678	\$ 261,463	\$ 239,039	\$ 263,823
1011 Seasonal Earnings	2,327	-	-	-
1020 Overtime	394	350	200	350
1030 Certification	904	900	890	900
1035 Longevity	2,380	2,620	2,540	2,120
1060 FICA	17,003	18,656	17,031	19,191
1065 Retirement	37,509	39,411	36,153	40,017
1067 Pars - Retirement	97	275	247	142
1080 Insurance - Medical	62,532	62,532	62,532	62,532
1081 Insurance - Life	126	126	126	126
Personal Services Subtotal	358,950	386,333	358,758	389,201
Supplies:				
2003 Protective Clothing	157	200	190	190
2004 Gas and Oil	5,162	6,112	4,135	5,183
2009 Medical	-	150	149	150
2015 Other Supplies	5,102	6,500	6,490	7,500
2036 Special Olympics	7,919	7,500	7,311	9,000
2090 Machinery/Tools/Equipment	280	-	-	3,119
Supplies Subtotal	18,620	20,462	18,275	25,142
Services & Charges:				
3001 Memberships & Subscriptions	357	447	262	100
3020 Training/Seminars	38	731	536	1,322
4010 Recreation/Education Equip	-	200	200	-
4020 Motor Pool Lease Fees	14,094	22,244	22,244	25,608
4030 VM: Fleet Maintenance	21,328	20,660	20,660	17,707
4060 Technology Lease Fees	3,275	3,645	3,645	2,130
5007 Other Professional Services	1,350	1,200	1,200	1,200
6001 Uniforms	1,123	1,132	1,130	1,130
6010 Janitorial Services	10,084	10,606	10,606	10,606
Services & Charges Subtotal	51,649	60,865	60,483	59,803
Division Total	\$ 429,219	\$ 467,660	\$ 437,516	\$ 474,146

Parks & Recreation Department FY 16-17

Parks Administration Division

Goals:

- Execute tracking programs for gathering pertinent information relative to department rental facility operations (includes attendance for centers, fields, & pool rentals)
- Continue to develop the City's plan for bicycle & pedestrian trails throughout the City (OBJ 8a)
- Expand joint venture projects with community organizations and churches
- Maximize use of existing and undeveloped park land and capitalize on the City's natural assets
- Maintain comments (complaints/compliments/suggestions/information) about the department facilities and programs (OBJ 5a)

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Total number of indoor/outdoor facility rentals	566	590	615
Joint venture projects & co-sponsored events	21	28	34
Percentage of positive-neutral citizen comments		90%	91%

Parks & Recreation Department
Fiscal Year 2016-17

Parks Administration Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 535,497	\$ 564,735	\$ 548,208	\$ 515,181	-8.77%
<i>Supplies</i>	7,439	8,000	7,800	9,400	17.50%
<i>Services & Charges</i>	24,483	26,434	25,950	26,055	-1.43%
Division Total	\$ 567,419	\$ 599,169	\$ 581,958	\$ 550,636	-8.10%

Scope of Services Summary

The Parks Administration Division is responsible for planning, organizing, and implementing all projects involving recreation facilities in the City. This Division also oversees maintenance of City parks.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Parks & Recreation	1	1	1.00
Operations Manager	1	1	-
Office Coordinator	1	1	1.00
Marketing Specialist	-	-	0.25
Customer Service Assistant	3	3	3.00
Secretary	1	1	1.00
Groundskeeper (P/T)	1	1	1.00
Rec Center Rental Caretaker (P/T)	2	2	2.00
Total	10	10	9.25

**City of La Porte, Texas
Parks Administration
Detail of Expenditures**

001-8089-550

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 374,427	\$ 395,894	\$ 380,925	\$ 355,444
1020 Overtime	2,766	2,800	6,200	6,200
1035 Longevity	2,724	3,064	3,212	2,052
1042 Car Allowance	5,121	5,115	5,115	5,100
1060 FICA	27,066	27,954	27,364	26,180
1065 Retirement	59,996	66,239	61,949	54,473
1067 Pars - Retirement	273	331	319	288
1080 Insurance - Medical	62,532	62,532	62,532	65,138
1081 Insurance - Life	342	306	342	306
1090 Other Benefits	250	500	250	-
Personal Services Subtotal	535,497	564,735	548,208	515,181
Supplies:				
2001 Office Supplies	2,183	2,250	2,250	2,250
2002 Postage	182	150	150	150
2003 Protective Clothing	612	600	600	600
2015 Other Supplies	2,770	2,500	2,500	2,500
2018 Computer Supplies	1,655	2,000	2,000	2,000
2091 Office Furniture/Equipment	-	-	-	1,600
2093 Computer Equipment	37	500	300	300
Supplies Subtotal	7,439	8,000	7,800	9,400
Services & Charges:				
3001 Memberships & Subscriptions	573	575	795	545
3020 Training/Seminars	3,157	2,629	2,600	3,130
4055 Computer - Software	16,116	16,615	16,400	17,300
4060 Technology Lease Fees	3,165	3,645	3,645	2,130
5007 Other Professional Services	1,066	520	1,160	1,000
6002 Printing/Reproduction	20	200	100	200
6041 Special Events	136	2,000	1,000	1,500
7005 Misc Utilities	250	250	250	250
Services & Charges Subtotal	24,483	26,434	25,950	26,055
Division Total	\$ 567,419	\$ 599,169	\$ 581,958	\$ 550,636

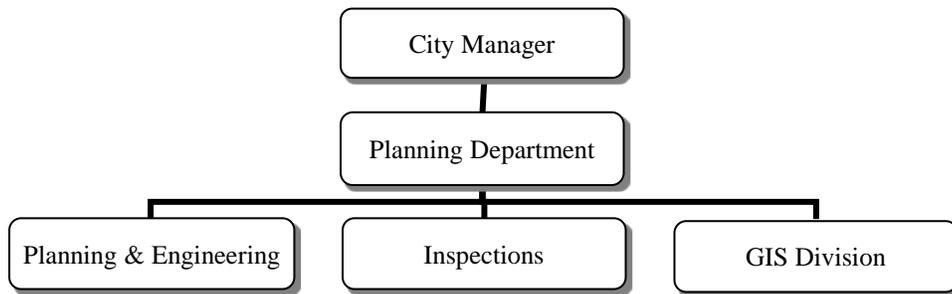
Planning Department

FY 16-17

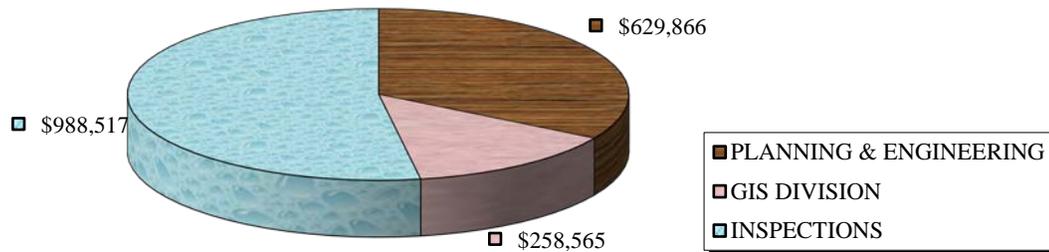
Mission Statement:

To address the immediate and long-term needs and goals of the community by use of a comprehensive, community-based approach to planning and development.

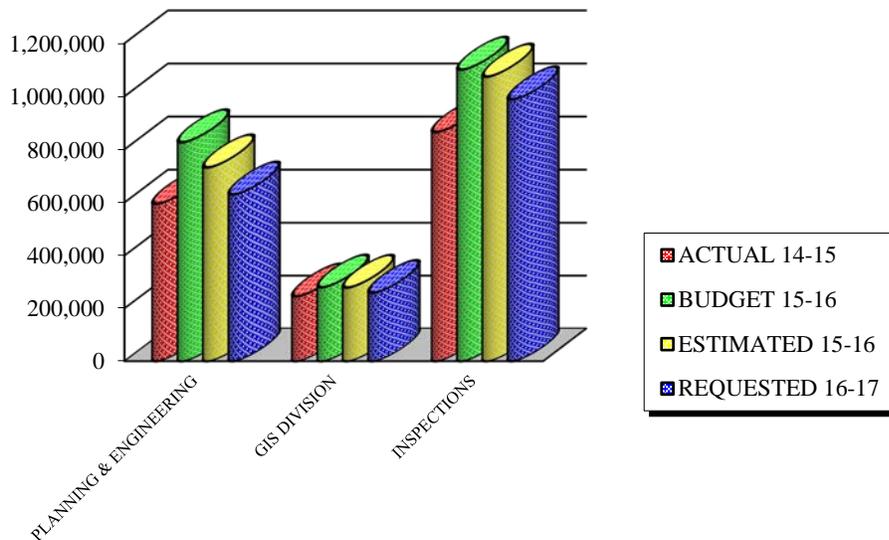
Organizational Chart:



Share of General Fund Budget: 4%



Four Year Comparison by Division:



Planning & Development Department Fiscal Year 2016-17

Summary:

The Department of Planning and Development is responsible for performing all functions necessary for the orderly growth of the City. These functions include serving as staff advisors to the Planning and Zoning Commission and the Zoning Board of Adjustment, performing all planning functions as they relate to the Comprehensive Plan and Zoning Ordinance, supervising land and right-of-way acquisitions, performing engineering design and review functions, performing subdivision review, administering contracts and providing project management for Capital Improvement Projects, establishing and maintaining the GIS database and administering any other development related functions within the City.

Department Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Planning & Engineering	\$ 594,970	\$ 826,748	\$ 731,905	\$ 629,866	-23.81%
GIS Division	245,300	279,194	278,406	258,565	-7.39%
Inspection Services	865,503	1,100,351	1,073,974	988,517	-10.16%
Department Total	\$ 1,705,773	\$ 2,206,293	\$ 2,084,285	\$ 1,876,948	-14.93%

Department Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 1,444,185	\$ 1,654,107	\$ 1,521,902	\$ 1,473,974	-10.89%
Supplies	30,857	37,586	36,900	33,255	-11.52%
Services & Charges	230,731	514,600	525,483	369,719	-28.15%
Capital Outlay	-	-	-	-	0.00%
Department Total	\$ 1,705,773	\$ 2,206,293	\$ 2,084,285	\$ 1,876,948	-14.93%

Planning Department FY 16-17

Planning & Engineering Division

Goals:

- Ensure that growth and development in La Porte are timely, orderly and of a quality expected by the citizens
- Ensure that all capital improvements made in La Porte are of a safe design that meet current engineering standards and are energy efficient
- Inform the public in regard to minimum design standards expected in the development of property
- Provide exemplary customer service to all citizens
- Promote, encourage and advocate Economic, Housing and Infrastructure Development
- Enforce the new floodplain delineations to ensure safe growth with proper drainage designs
- Improve the quality of neighborhoods and other areas in decline by attracting private investment activity

Objectives:

- Maintain and update the Development Ordinance
- Maintain and update the Zoning Ordinance
- Eliminate drainage problems that currently inhibit development
- Design, review, inspect and manage all capital improvements proposed by the City
- Review and inspect all capital improvement projects performed by developers
- Provide printed materials to developers, contractors, and the general public concerning the standards expected for development in La Porte
- Provide support and training for Commissions, Board, Committees and Staff
- Administer the HOME and CDBG grant programs
- Implement appropriate programs and objectives in accordance with the Comprehensive Plan and the Northside Neighborhood Plan

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Rezoning applications processed	3	4	3
Special conditional use permits processed	3	6	4
Plat applications processed	13	11	10
Fill dirt applications processed	22	26	20
Pipeline applications processed	1	3	3
Predevelopment/applicant consultations conducted	100	75	75
Site plans reviewed	26	45	40
Zoning Board of Adjustment cases processed	4	17	14
Industrial district utility service application processed	5	4	5
Street & alley closing applications processed	6	12	12
Storm water quality permits issued	22	40	50

Planning & Development Department
Fiscal Year 2016-17

Planning & Engineering Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 553,119	\$ 706,586	\$ 600,962	\$ 532,126	-24.69%
<i>Supplies</i>	7,406	13,887	10,647	10,625	-23.49%
<i>Services & Charges</i>	34,445	106,275	120,296	87,115	-18.03%
Division Total	\$ 594,970	\$ 826,748	\$ 731,905	\$ 629,866	-23.81%

Scope of Services Summary

The Division of Planning/Engineering manages development related programs such as comprehensive planning, zoning, capital improvements, drainage management, utility mapping, infrastructure expansions, private sector development guidance, and flood plain administration. It also provides engineering, surveying, and drafting services to other City Departments and assists citizens in solving development issues.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Planning	1	1	1
City Engineer	1	1	1
City Planner	1	1	1
Senior Project Engineer	1	1	-
Engineering Technician	1	1	1
Planning Technician	-	-	1
Office Coordinator	1	1	1
Public Improvement Coordinator	1	1	-
Survey Party Chief	1	1	-
Total	8	8	6

**City of La Porte, Texas
 Planning & Engineering
 Detail of Expenditures**

001-9090-519

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 370,617	\$ 491,882	\$ 410,198	\$ 374,036
1020 Overtime	3	-	-	-
1035 Longevity	2,744	1,848	1,820	1,812
1042 Car Allowance	5,121	5,100	5,100	5,100
1060 FICA	28,517	39,130	31,788	28,382
1065 Retirement	62,453	84,890	68,374	59,904
1080 Insurance - Medical	83,376	83,376	83,376	62,532
1081 Insurance - Life	288	360	306	360
Personal Services Subtotal	553,119	706,586	600,962	532,126
Supplies:				
2001 Office Supplies	2,519	2,750	2,326	2,750
2002 Postage	741	1,000	533	1,000
2003 Protective Clothing	173	250	175	250
2004 Gas and Oil	1,431	3,087	882	1,875
2005 Minor Tools	80	100	100	100
2008 Educational	81	100	100	100
2015 Other Supplies	1,976	2,200	2,200	2,200
2090 Machinery/Tools/Equipment	273	2,000	2,000	-
2091 Office Furniture/Equipment	-	1,800	1,881	1,750
2093 Computer Equipment	132	600	450	600
Supplies Subtotal	7,406	13,887	10,647	10,625
Services & Charges:				
3001 Memberships & Subscriptions	2,145	2,225	1,981	2,675
3020 Training/Seminars	4,727	5,371	4,161	5,400
3021 Special Commissions	3,163	6,100	6,100	6,432
4020 Motor Pool Lease Fees	3,797	5,920	5,920	6,396
4030 VM: Fleet Maintenance	7,658	7,494	7,494	5,067
4055 Computer Software	1,958	1,960	1,958	1,960
4060 Technology Lease Fees	5,780	7,290	7,290	4,260
5004 Consulting	-	18,000	14,000	35,000
5007 Other Professional Services	4,720	50,490	70,000	18,500
6002 Printing/Reproduction	497	1,000	967	1,000
6005 Advertising	-	425	425	425
Services & Charges Subtotal	34,445	106,275	120,296	87,115
Division Total	\$ 594,970	\$ 826,748	\$ 731,905	\$ 629,866

Planning Department FY 16-17

GIS Division

Goals:

- Increase utilization of GIS tools to aid the daily operation of city staff
- Expand mapping of city infrastructure and economic development, and socio-economic data
- Implement new Planning/Engineering database software into GIS workflow
- Provide exemplary customer service to all citizens

Objectives:

- Provide city staff with access to and training in the use of improved GIS desktop tools
- Improve coordination with Public Works' staff in developing infrastructure data
- Obtain training for demographic mapping applications

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Staff members trained to utilize GIS desktop tools	6	3	3
GIS layers updated	5	13	15
Exhibits created	125	125	100

Planning & Development Department
Fiscal Year 2016-17

GIS Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 170,445	\$ 166,102	\$ 167,898	\$ 166,877	0.47%
<i>Supplies</i>	1,371	2,510	2,101	2,210	-11.95%
<i>Services & Charges</i>	73,484	110,582	108,407	89,478	-19.08%
Division Total	\$ 245,300	\$ 279,194	\$ 278,406	\$ 258,565	-7.39%

Scope of Services Summary

The GIS Division creates, maintains and produces geographic data for both general and specialized mapping in support of City officials, administration, staff, developers and the public. The division is responsible for maintaining the City's web-based GIS well as surveying, obtaining, compiling and publishing a wide variety of data relating to the City's infrastructure systems, jurisdictional authority and comprehensive plans.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
GIS Manager	1	1	1
GIS Technician	1	1	1
Total	2	2	2

**City of La Porte, Texas
GIS Division
Detail of Expenditures**

001-9091-519

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 119,017	\$ 115,638	\$ 117,070	\$ 116,894
1035 Longevity	1,816	1,864	1,864	1,912
1060 FICA	8,781	8,713	8,785	8,704
1065 Retirement	19,933	18,989	19,281	18,469
1080 Insurance - Medical	20,844	20,844	20,844	20,844
1081 Insurance - Life	54	54	54	54
Personal Services Subtotal	170,445	166,102	167,898	166,877
Supplies:				
2001 Office Supplies	306	450	450	450
2015 Other Supplies	74	180	180	180
2018 Computer Supplies	788	1,280	1,000	1,280
2091 Office Furniture/Equipment	-	300	271	-
2093 Computer Equipment	203	300	200	300
Supplies Subtotal	1,371	2,510	2,101	2,210
Services & Charges:				
3020 Training/Seminars	-	2,175	-	-
4055 Computer Software	9,364	10,700	10,700	10,700
4060 Technology Lease Fees	1,646	2,187	2,187	1,278
5007 Other Professional Services	62,474	95,520	95,520	76,000
6002 Printing & Reproduction	-	-	-	1,500
Services & Charges Subtotal	73,484	110,582	108,407	89,478
Division Total	\$ 245,300	\$ 279,194	\$ 278,406	\$ 258,565

Planning Department FY 16-17

Inspection Division

Goals:

- Ensure public safety with regard to buildings and other structures
- Ensure public health with regard to environmental problems
- Inform the public on minimum requirements necessary for development in La Porte
- Provide exemplary customer service to all citizens

Objectives:

- Accurately and efficiently perform construction plan review
- Accurately and efficiently inspect all construction
- Accurately and efficiently inspect and process all substandard structures
- Accurately and efficiently inspect the City, on a regular basis, for ordinance violations in regard to weeds, high grass, junk vehicles and graffiti
- Provide information to developers, builders and the general public in regard to city ordinances, building codes and zoning requirements
- Assist Building Codes Appeals Board in the performance of their duties

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Construction Inspection Performed	2,260	4,500	4,650
Plan Reviews Performed	948	1,500	1,400
Code Enforcement Cases Processed*	1,051	1,700	1,750
Substandard Structures Demolished Annually (includes owner initiated)	19	30	30

**Numbers reflect new code enforcement cases established; does NOT include re-inspections for ongoing cases or actual inspections performed*

Planning & Development Department
Fiscal Year 2016-17

Inspection Services Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 720,621	\$ 781,419	\$ 753,042	\$ 774,971	-0.83%
<i>Supplies</i>	22,080	21,189	24,152	20,420	-3.63%
<i>Services & Charges</i>	122,802	297,743	296,780	193,126	-35.14%
Division Total	\$ 865,503	\$ 1,100,351	\$ 1,073,974	\$ 988,517	-10.16%

Scope of Services Summary

The Inspections Division is responsible for the permitting of construction work, enforcing of the building, plumbing, mechanical, and electrical codes, the junk vehicle ordinance and the City zoning ordinance. The Division also manages the annual mowing contracts, the demolition of substandard properties, and the City Hall Janitorial Contract.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Chief Building Official	1	1	1
Deputy Building Official	1	1	1
Plans Review Examiner	1	1	1
Inspector	2	2	2
Community Service Inspector	2	2	2
Inspection Services Coordinator	1	1	1
Inspection Services Technician	3	3	3
Total	11	11	11

**City of La Porte, Texas
 Inspection Services
 Detail of Expenditures**

001-9092-524

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 482,715	\$ 531,322	\$ 506,021	\$ 528,193
1020 Overtime	29	1,000	200	1,000
1030 Certification	4,049	3,911	3,855	3,900
1035 Longevity	2,176	2,644	2,644	3,144
1060 FICA	36,218	40,118	42,481	39,637
1065 Retirement	80,540	87,494	82,983	84,167
1080 Insurance - Medical	114,642	114,642	114,642	114,642
1081 Insurance - Life	252	288	216	288
Personal Services Subtotal	<u>720,621</u>	<u>781,419</u>	<u>753,042</u>	<u>774,971</u>
Supplies:				
2001 Office Supplies	3,651	3,500	3,770	3,700
2002 Postage	9,049	7,000	11,039	10,000
2003 Protective Clothing	51	100	100	100
2004 Gas and Oil	3,993	4,969	3,598	4,000
2005 Minor Tools	197	200	200	200
2008 Educational	3,185	600	600	600
2015 Other Supplies	781	1,170	1,128	1,170
2018 Computer Supplies	586	650	650	650
2091 Office Furniture/Equipment	-	3,000	3,067	-
2093 Computer Equipment	587	-	-	-
Supplies Subtotal	<u>22,080</u>	<u>21,189</u>	<u>24,152</u>	<u>20,420</u>
Services & Charges:				
3001 Memberships & Subscriptions	1,251	1,500	1,500	1,704
3020 Training/Seminars	1,845	3,910	3,900	3,910
3024 Tuition Reimbursement	653	1,500	1,500	1,500
4020 Motor Pool Lease Fees	6,670	9,435	9,435	10,572
4030 VM: Fleet Maintenance	8,253	8,160	8,160	8,028
4060 Technology Lease Fees	6,914	8,748	8,748	5,112
5007 Other Professional Services	44,031	50,000	49,937	50,000
6001 Uniforms	730	1,100	1,100	800
6002 Printing/Reproduction	1,469	1,500	1,500	1,500
6021 Dangerous Buildings	50,986	211,890	211,000	110,000
Services & Charges Subtotal	<u>122,802</u>	<u>297,743</u>	<u>296,780</u>	<u>193,126</u>
Division Total	\$ 865,503	\$ 1,100,351	\$ 1,073,974	\$ 988,517



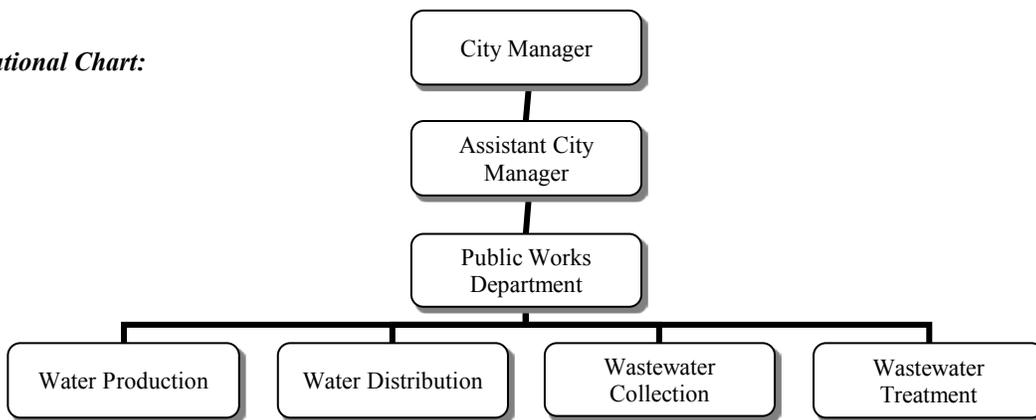
Utility Fund

FY 16-17

Public Works Department

Mission Statement: To provide essential public services to the Citizens of La Porte in the most efficient, cost-effective manner possible by utilizing creative and innovative techniques of public works services and facilities.

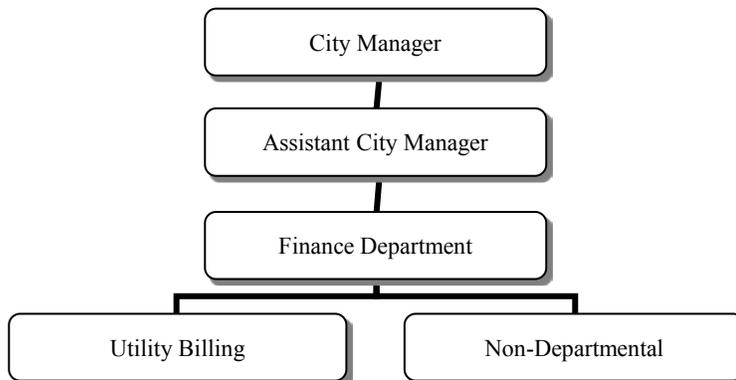
Organizational Chart:



Finance Department

Mission Statement: To provide services to citizens in a fair, consistent, cost-effective, courteous and organized manner. To provide citizens, management and council with accurate and useful financial information in a timely manner.

Organizational Chart:



**City of La Porte
Utility Fund (002) Summary**

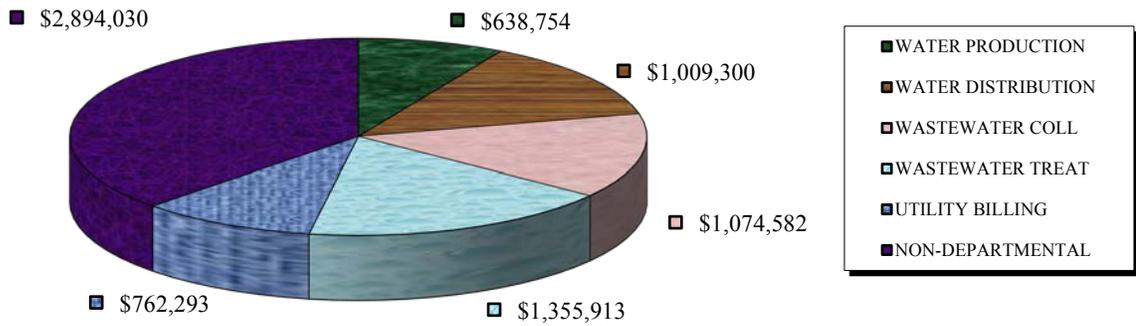
<i>Working Capital 9/30/15</i>		\$ 930,587
Plus Estimated 15-16 Revenues		9,097,900
Less Estimated 15-16 Expenses		7,169,058
<i>Equals Estimated Working Capital 9/30/16</i>		2,859,429
Plus 16-17 Revenues:		
Charges for Services	6,500	
Water Revenue	4,681,500	
Sewer Revenue	3,407,400	
Interest	2,500	
		8,097,900
<i>Equals Total Resources</i>		10,957,329
Less 16-17 Expenses:		
Water Production	638,754	
Water Distribution	1,009,300	
Wastewater Collection	1,074,582	
Wastewater Treatment	1,355,913	
Utility Billing	762,293	
Non Departmental	2,894,030	
		7,734,872
<i>Equals Estimated Working Capital 9/30/17</i>		\$ 3,222,457

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 9,097,900	\$ 8,097,900	
Expenses	7,169,058	7,734,872	
Revenues over Expenses	\$ 1,928,842	\$ 363,028	

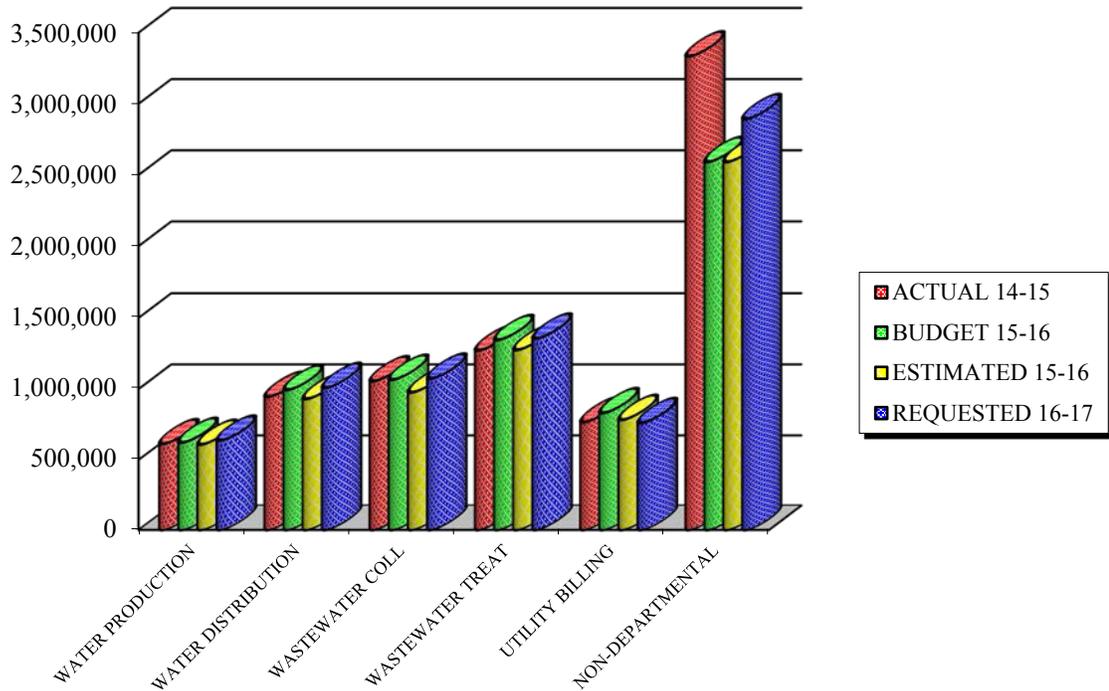
Targeted working capital - 90 to 120 days
Estimated working capital - 152 days
Goal: \$1,907,229
1 Day = \$21,191

Utility Fund FY 16-17

Share of Utility Fund Budget:



Four Year Comparison by Division:



**City of La Porte
Utility Fund (002)
Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
408.01-05	Use of City Equip, Mat, Lab	\$ 1,415	\$ -	\$ -	\$ -
408.01-16	Service Fees	5,800	6,500	6,500	6,500
Charges for Services Subtotal		<u>7,215</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>
Water Revenue:					
408.05-01	Penalties	239,909	245,000	245,000	245,000
408.05-02	Sales	3,973,986	3,700,000	3,950,000	3,950,000
408.05-03	Taps	100,217	50,000	50,000	50,000
408.05-04	Reconnect Fees	58,685	50,000	50,000	50,000
408.05-05	Meters	13,053	12,500	12,500	12,500
408.05-06	Temporary Connects	800	1,000	1,000	1,000
408.05-07	New Service/Transfer Fee	14,245	12,800	13,000	13,000
408.05-09	Sales Outside City	341,032	280,000	340,000	340,000
408.05-11	Sales Outside City Admin Fee	90,000	20,000	20,000	20,000
Water Revenue Subtotal		<u>4,831,927</u>	<u>4,371,300</u>	<u>4,681,500</u>	<u>4,681,500</u>
Wastewater Revenue:					
408.06-01	Sales	3,462,776	3,145,000	3,357,500	3,357,500
408.06-02	Taps	7,523	5,400	5,400	5,400
408.06-03	Inspection Fees	575	500	500	500
408.06-04	Industrial Waste Surcharge	43,324	43,000	43,000	43,000
408.06-05	Industrial Waste Permit	1,675	1,000	1,000	1,000
Wastewater Revenue Subtotal		<u>3,515,873</u>	<u>3,194,900</u>	<u>3,407,400</u>	<u>3,407,400</u>
Miscellaneous:					
410.02-00	Sale of Equipment	28,087	-	-	-
Miscellaneous Subtotal		<u>28,087</u>	<u>-</u>	<u>-</u>	<u>-</u>
Operating Transfers:					
480.01-01	Admin Trans from Fund 001	69,161	1,000,000	1,000,000	-
480.01-07	Admin Trans from Fund 007	262,500	-	-	-
Operating Transfers Subtotal		<u>331,661</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>-</u>
Interest:					
483.01-00	Interest Income	1,883	1,500	2,500	2,500
Interest Subtotal		<u>1,883</u>	<u>1,500</u>	<u>2,500</u>	<u>2,500</u>
Total Utility Fund Revenue		\$ 8,716,646	\$ 8,574,200	\$ 9,097,900	\$ 8,097,900

**Utility Fund Revenue Allocation
Fiscal Year 2016-17 Budget**

Revenue Type	Total	Allocated to	
		Water	Sewer
Charges for Services	\$ 6,500	\$ 3,250	\$ 3,250
Water Revenue	4,681,500	4,681,500	-
Wastewater Revenue	3,407,400	-	3,407,400
Interest	2,500	1,250	1,250
Total	\$ 8,097,900	\$ 4,686,000	\$ 3,411,900
Percentage	100%	57.9%	42.1%

**Utility Fund Expense Allocation
Fiscal Year 2016-17 Budget**

Expense Type	Total	Allocated to	
		Water	Sewer
Water Production	\$ 638,754	\$ 638,754	\$ -
Water Distribution	1,009,300	1,009,300	-
Wastewater Collection	1,074,582	-	1,074,582
Wastewater Treatment	1,355,913	-	1,355,913
Utility Billing*	762,293	381,147	381,147
Non Departmental**	2,894,030	1,987,441	906,589
Total	\$ 7,734,872	\$ 4,016,641	\$ 3,718,231
Percentage	100%	51.93%	48.07%

**Non Departmental Broken Down as Follows:

Personal Services, Bad Debt, Transfer to Utility Capital Improvement Fund, Fiscal Services, Miscellaneous and Contingency*	439,097	\$ 219,549	\$ 219,549
LPAWA Water (100% to water)	1,378,949	1,378,949	-
Historical Underutilization	-	-	-
Contract Sewer (100% to sewer)	24,000	-	24,000
Transfer to Fund 018 (100% to sewer)	300,000	-	300,000
Water Taps and Meters and Boxes	62,000	62,000	-
2005 Certificates of Obligation	53,580	26,790	26,790
2006 Certificates of Obligation	55,535	9,719	45,816
2012 General Obligation Refunding	66,827	33,414	33,414
2014 General Obligation Refunding	184,306	92,153	92,153
2016 General Obligation Refunding	329,737	164,868	164,868
Total	\$ 2,894,030	\$ 1,987,441	\$ 906,589

Utility Fund Fiscal Year 2016-17

Summary:

The Utility Fund is responsible for accounting for revenues and expenses related to the maintenance and operation of the water and wastewater systems of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing, related debt service, and billing and collections.

Department Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Water Production	\$ 613,743	\$ 623,040	\$ 609,292	\$ 638,754	2.52%
Water Distribution	946,039	994,069	931,303	1,009,300	1.53%
Wastewater Collection	1,056,220	1,066,348	977,020	1,074,582	0.77%
Wastewater Treatment	1,272,668	1,345,677	1,275,048	1,355,913	0.76%
Utility Billing	767,624	832,112	784,347	762,293	-8.39%
Non-Departmental	3,334,065	2,592,543	2,592,048	2,894,030	11.63%
Department Total	\$ 7,990,359	\$ 7,453,789	\$ 7,169,058	\$ 7,734,872	3.77%

Department Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 3,351,642	\$ 3,320,363	\$ 3,178,040	\$ 3,308,473	-0.36%
Supplies	245,037	265,785	218,161	282,118	6.15%
Services & Charges	4,323,205	3,746,141	3,679,070	4,037,781	7.79%
Capital Outlay	70,475	121,500	93,787	106,500	-12.35%
Department Total	\$ 7,990,359	\$ 7,453,789	\$ 7,169,058	\$ 7,734,872	3.77%

Utility Fund FY 16-17

Water Production Division

Goals:

- Ensure the supply and delivery of a safe, quality potable water to the residents of the City of La Porte
- Monitor water supply for compliance of all local, state and federal regulations
- Continue all efforts to maintain a Superior Water System rating from the Texas Commission on Environmental Quality
- Enhance employee safety
- Provide utility training for Water Production personnel
- Improve water loss accountability

Objectives:

- Continue improvements to Water Plant Facilities (OBJ 1b)
- Continue the Water Supply Protection Program
- Continue monitoring of water consumption to ensure compliance Harris-Galveston Coastal Subsidence District and LPAWA guideline and regulations
- Reduce water loss by 5%

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Gallons Ground Water Used	911.11	139.77	140.00
Gallons Surface Water Used	1,282.29	1,188.23	1,400.00
Total (amounts expressed in millions)	1,373.40	1,328.00	1,540.00

Utility Fund
Fiscal Year 2016-17

Water Production Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 350,742	\$ 336,848	\$ 332,481	\$ 343,322	1.92%
<i>Supplies</i>	15,893	17,199	13,563	16,065	-6.59%
<i>Services & Charges</i>	247,108	248,993	245,248	257,367	3.36%
<i>Capital Outlay</i>	-	20,000	18,000	22,000	10.00%
Division Total	<u>\$ 613,743</u>	<u>\$ 623,040</u>	<u>\$ 609,292</u>	<u>\$ 638,754</u>	2.52%

Scope of Services Summary

The Water Production Division is responsible for providing water approved by State and Federal agencies for residential and commercial use. It is also responsible for providing adequate water reserves and water pressures for fire protection, monitoring water quality, and performing routine and emergency repairs on equipment.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Public Works	0.125	0.125	0.125
Assistant Director of Public Works	0.125	0.125	0.125
Utility Superintendent	0.250	0.250	0.250
Assistant Utility Superintendent	0.250	0.250	0.250
Water Production Supervisor	1.000	1.000	1.000
Water Production Operator I	2.000	2.000	2.000
Utilities Groundskeeper	0.500	0.500	0.500
Secretary	-	-	0.075
Total	<u>4.250</u>	<u>4.250</u>	<u>4.325</u>

**City of La Porte, Texas
Water Production
Detail of Expenditures**

002-7084-533

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 215,455	\$ 211,413	\$ 208,626	\$ 215,240
1020 Overtime	19,695	18,000	18,000	20,000
1030 Certification	4,145	4,500	4,284	4,500
1035 Longevity	2,685	3,233	2,825	2,923
1042 Car Allowance	640	639	639	638
1060 FICA	17,654	17,000	17,022	17,326
1065 Retirement	31,469	37,697	36,678	37,507
1080 Insurance - Medical	58,886	44,294	44,294	45,075
1081 Insurance - Life	113	72	113	113
Personal Services Subtotal	350,742	336,848	332,481	343,322
Supplies:				
2001 Office Supplies	51	100	100	100
2002 Postage	12	100	50	100
2003 Protective Clothing	2	100	90	100
2004 Gas and Oil	10,953	12,149	8,424	10,627
2005 Minor Tools	82	100	100	100
2007 Chemical	2,688	2,520	3,000	2,688
2015 Other Supplies	1,305	1,100	974	1,100
2050 Safety	-	100	75	100
2090 Machinery/Tools/Equipment	750	830	750	1,050
2093 Computer Equipment	50	100	-	100
Supplies Subtotal	15,893	17,199	13,563	16,065
Services & Charges:				
3001 Memberships & Subscriptions	150	372	297	483
3020 Training/Seminars	981	1,320	1,300	2,300
4002 Machinery/Tools/Equipment	19,570	18,000	16,000	18,000
4011 Building Maintenance	4,272	400	250	400
4020 Motor Pool Lease Fees	8,802	7,346	7,346	8,124
4030 VM: Fleet Maintenance	15,429	15,539	15,539	17,166
5007 Other Professional Services	4,161	7,050	6,500	6,480
6001 Uniforms	927	980	856	980
6002 Printing/Reproduction	100	100	100	100
6013 TCEQ Requirements	59,627	61,750	61,750	67,194
7001 Electrical	132,695	135,800	135,000	135,800
7002 Natural Gas	394	336	310	340
Services & Charges Subtotal	247,108	248,993	245,248	257,367
Capital Outlay:				
8002 Building Improvements	-	-	-	6,000
8021 Machinery/Tools & Equipment	-	20,000	18,000	16,000
Capital Outlay Subtotal	-	20,000	18,000	22,000
Division Total	\$ 613,743	\$ 623,040	\$ 609,292	\$ 638,754

Utility Fund FY 16-17

Water Distribution Division

Goals:

- Enhance employee safety
- Provide utility training for Distribution personnel
- Complete maintenance assignments within specified timeframes
- Minimize areas affected by water service interruptions

Objectives:

- Replace a total of 15,000 linear feet of water main per year, with at least 4,000 feet of water line utilizing "in-house" forces (OBJ 1b)
- Install new fire hydrants for expanded fire protection
- Install/replace 50 water line valves

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Number of leaks repaired	411	300	300
Linear feet of lines replaced	3,674	3,500	4,000
Total cost/linear ft water main replaced	-	-	-

Utility Fund
Fiscal Year 2016-17

Water Distribution Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 763,075	\$ 788,749	\$ 758,846	\$ 808,782	2.54%
<i>Supplies</i>	36,245	40,072	29,111	35,339	-11.81%
<i>Services & Charges</i>	146,719	165,248	143,346	165,179	-0.04%
<i>Capital Outlay</i>	-	-	-	-	-
Division Total	<u>\$ 946,039</u>	<u>\$ 994,069</u>	<u>\$ 931,303</u>	<u>\$ 1,009,300</u>	1.53%

Scope of Services Summary

The Water Distribution Division is responsible for distributing water to residential and commercial customers and responding to customer complaints. Additional responsibilities include maintaining, repairing, and reconstructing fire hydrants, valves and meters. Water must be provided at an acceptable level of service to customers at an affordable rate.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Public Works	0.125	0.125	0.125
Assistant Director of Public Works	0.125	0.125	0.125
Utility Superintendent	0.250	0.250	0.250
Assistant Utility Superintendent	0.250	0.250	0.250
Utility Supervisor	1.000	1.000	1.000
Sr. Utility Maintenance Operator	4.000	4.000	4.000
Utility Operator II	1.000	1.000	1.000
Utility Operator I	5.000	5.000	5.000
Secretary	-	-	0.075
Total	<u>11.750</u>	<u>11.750</u>	<u>11.825</u>

**City of La Porte, Texas
Water Distribution
Detail of Expenditures**

002-7085-533

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 463,879	\$ 487,152	\$ 477,273	\$ 509,429
1020 Overtime	22,287	40,000	24,500	35,000
1030 Certification	6,946	7,500	7,800	8,700
1035 Longevity	3,789	4,397	4,397	5,235
1042 Car Allowance	640	639	639	638
1050 WC Loss Time	1,601	-	-	
1060 FICA	36,122	39,231	37,796	40,026
1065 Retirement	64,761	87,137	83,734	86,280
1080 Insurance - Medical	162,802	122,459	122,459	123,240
1081 Insurance - Life	248	234	248	234
Personal Services Subtotal	<u>763,075</u>	<u>788,749</u>	<u>758,846</u>	<u>808,782</u>
Supplies:				
2001 Office Supplies	116	150	88	125
2003 Protective Clothing	238	300	175	275
2004 Gas and Oil	23,772	27,342	18,977	25,039
2005 Minor Tools	448	400	365	500
2015 Other Supplies	4,409	1,000	994	1,100
2050 Safety	-	130	65	100
2090 Machinery/Tools/Equipment	7,262	10,750	8,447	8,200
Supplies Subtotal	<u>36,245</u>	<u>40,072</u>	<u>29,111</u>	<u>35,339</u>
Services & Charges:				
3001 Memberships & Subscriptions	509	633	633	633
3020 Training/Seminars	2,276	2,000	1,992	5,650
4002 Machinery/Tools/Equipment	1,578	3,000	2,350	3,000
4007 Fire Hydrants	7,747	8,500	4,800	8,000
4012 Water Line Maintenance	39,683	40,000	26,051	40,000
4015 Paving	4,038	6,000	2,676	4,500
4020 Motor Pool Lease Fees	33,500	46,345	46,345	47,460
4030 VM: Fleet Maintenance	51,392	47,831	47,831	50,985
4060 Technology Lease Fees	1,646	2,187	2,187	1,278
5005 Personnel Services	-	5,040	5,040	-
5007 Other Professional Services	333	-	-	-
6001 Uniforms	3,817	3,462	3,241	3,423
6002 Printing/Reproduction	200	250	200	250
Services & Charges Subtotal	<u>146,719</u>	<u>165,248</u>	<u>143,346</u>	<u>165,179</u>
Capital Outlay:				
8021 Machinery/Tools/Equipment	-	-	-	-
8028 Fire Hydrants	-	-	-	-
Capital Outlay Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Division Total	\$ 946,039	\$ 994,069	\$ 931,303	\$ 1,009,300

Utility Fund FY 16-17

Wastewater Collection Division

Goals:

- Enhance employee safety
- Provide utility training for Wastewater Collection personnel
- Complete maintenance assignments with specified timeframes
- Continue sanitary sewer I & I program to reduce inflow/infiltration (OBJ 1c)

Objectives:

- Rehabilitate 4,000 feet of sanitary sewer (OBJ 1c)
- Perform 55 point repairs
- Rehabilitate 500 vertical feet of manholes

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Ft of line Smoke-Tested	80,820	100,000	100,000
Number of Manholes Repaired v ft	719	500	500
Ft of line televised	25,657	14,000	15,000
Number of point repairs made	71	50	50
Number of Reportable Overflows	13	10	-
Ft of sewer line rehabilitated	4,952	4,000	4,000

Utility Fund
Fiscal Year 2016-17

Wastewater Collection Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 727,650	\$ 749,246	\$ 678,233	\$ 731,259	-2.40%
<i>Supplies</i>	36,748	38,088	26,080	46,143	21.15%
<i>Services & Charges</i>	291,822	277,514	270,913	295,680	6.55%
<i>Capital Outlay</i>	-	1,500	1,794	1,500	0.00%
Division Total	\$1,056,220	\$1,066,348	\$ 977,020	\$1,074,582	0.77%

Scope of Services Summary

The Wastewater Collection Division is responsible for collection of all wastewater to be treated, maintenance and emergency repairs to lift station equipment, collection system lines, and responds to customer complaints involving collection system problems.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Public Works	0.125	0.125	0.125
Assistant Director of Public Works	0.125	0.125	0.125
Utility Superintendent	0.250	0.250	0.250
Assistant Utility Superintendent	0.250	0.250	0.250
Utility Supervisor	1.000	1.000	1.000
Sr. Utility Maintenance Operator	2.000	2.000	2.000
Sr. Lift Station Operator	1.000	1.000	1.000
Lift Station Operator	1.000	1.000	1.000
Utility Operator II	1.000	1.000	1.000
Utility Operator I	4.000	4.000	4.000
Secretary	-	-	0.075
Total	10.750	10.750	10.825

**City of La Porte, Texas
Wastewater Collection
Detail of Expenditures**

002-7086-532

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services				
1010 Regular Earnings	\$ 428,682	\$ 464,711	\$ 417,199	\$ 455,401
1020 Overtime	36,599	35,000	25,000	32,000
1030 Certification	9,873	11,400	11,400	11,400
1035 Longevity	4,821	5,117	3,345	4,379
1042 Car Allowance	640	639	639	638
1050 WC Loss Time	329	-	-	
1060 FICA	35,121	37,591	34,033	36,574
1065 Retirement	62,408	82,535	74,350	77,833
1080 Insurance - Medical	148,947	112,037	112,037	112,818
1081 Insurance - Life	230	216	230	216
Personal Services Subtotal	<u>727,650</u>	<u>749,246</u>	<u>678,233</u>	<u>731,259</u>
Supplies:				
2001 Office Supplies	139	150	147	125
2003 Protective Clothing	182	250	243	250
2004 Gas and Oil	26,499	30,658	20,277	25,788
2005 Minor Tools	629	750	716	700
2007 Chemicals	1,928	2,000	1,056	2,000
2015 Other Supplies	1,246	1,500	1,215	1,280
2050 Safety	-	130	100	100
2090 Machinery/Tools/Equipment	6,025	2,550	2,226	15,800
2093 Computer Equipment	100	100	100	100
Supplies Subtotal	<u>36,748</u>	<u>38,088</u>	<u>26,080</u>	<u>46,143</u>
Services & Charges:				
3001 Memberships & Subscriptions	173	594	433	558
3020 Training/Seminars	2,176	2,000	1,976	5,416
4002 Machinery/Tools/Equipment	5,246	5,450	4,276	5,500
4011 Building	1,925	6,600	6,028	10,000
4013 Sewer Line Maintenance	35,097	20,000	18,683	20,000
4017 Sewer Plant/Lift Stations	48,847	45,000	34,450	48,000
4020 Motor Pool Lease Fees	54,604	66,813	66,813	72,336
4030 VM: Fleet Maintenance	47,137	48,554	48,554	47,996
4060 Technology Lease Fees	1,646	2,187	2,187	1,278
5007 Other Professional Services	666	-	-	-
6001 Uniforms	3,467	3,616	3,093	2,996
6002 Printing/Reproduction	150	250	240	250
7001 Electrical	89,091	75,000	82,743	80,000
7002 Natural Gas	1,363	1,100	1,127	1,000
7004 Water	234	350	310	350
Services & Charges Subtotal	<u>291,822</u>	<u>277,514</u>	<u>270,913</u>	<u>295,680</u>
Capital Outlay:				
8013 Sewer Taps	-	1,500	1,794	1,500
Capital Outlay Subtotal	<u>-</u>	<u>1,500</u>	<u>1,794</u>	<u>1,500</u>
Division Total	\$ 1,056,220	\$ 1,066,348	\$ 977,020	\$ 1,074,582

Utility Fund FY 16-17

Wastewater Treatment Division

Goals:

- Enhance employee safety
- Provide utility training for Wastewater Treatment personnel
- Monitor wastewater discharge for compliance of all local, state and federal regulations

Objectives:

- Comply with all wastewater discharge permit requirements
- Perform preventive maintenance on all plant equipment at specified timelines
- Monitor and enforce the City's Industrial Waste Ordinance and Pretreatment Program

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Gallons Treated	959.09	1,378.01	1,300.00
(Amounts expressed in millions)			

Utility Fund
Fiscal Year 2016-17

Wastewater Treatment Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 690,469	\$ 680,995	\$ 669,994	\$ 695,374	2.11%
<i>Supplies</i>	83,877	73,432	66,733	98,361	33.95%
<i>Services & Charges</i>	498,322	551,250	521,328	516,178	-6.36%
<i>Capital Outlay</i>	-	40,000	16,993	46,000	15.00%
Division Total	\$1,272,668	\$1,345,677	\$1,275,048	\$1,355,913	0.76%

Scope of Services Summary

The Wastewater Treatment Division is responsible for process control, discharging quality of treated wastewater, monitoring Industrial Waste discharges, maintaining and repairing of pumps, motors and other equipment pertaining to process control.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Public Works	0.125	0.125	0.125
Assistant Director of Public Works	0.125	0.125	0.125
Utility Superintendent	0.250	0.250	0.250
Assistant Utility Superintendent	0.250	0.250	0.250
Treatment Plant Supervisor	1.000	1.000	1.000
Senior Treatment Plant Operator	1.000	1.000	1.000
Treatment Plant Operator	4.000	4.000	4.000
Industrial Waste Inspector	1.000	1.000	1.000
Treatment Plant Mechanic	1.000	1.000	1.000
Utility Groundskeeper	0.500	0.500	0.500
Secretary	-	-	0.075
Total	9.250	9.250	9.325

**City of La Porte, Texas
Wastewater Treatment
Detail of Expenditures**

002-7087-532

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 437,265	\$ 445,674	\$ 434,977	\$ 457,924
1020 Overtime	13,849	12,000	11,500	12,000
1030 Certification	11,231	11,400	11,399	11,700
1035 Longevity	4,657	4,645	4,765	5,139
1042 Car Allowance	640	639	639	638
1050 WC Loss Time	-	-	1,365	-
1060 FICA	33,876	34,465	33,966	35,354
1065 Retirement	60,584	75,642	74,776	75,308
1080 Insurance - Medical	128,164	96,404	96,404	97,185
1081 Insurance - Life	203	126	203	126
Personal Services Subtotal	<u>690,469</u>	<u>680,995</u>	<u>669,994</u>	<u>695,374</u>
Supplies:				
2001 Office Supplies	621	600	400	600
2002 Postage	485	450	235	450
2003 Protective Clothing	147	1,000	977	500
2004 Gas and Oil	7,555	6,982	6,110	7,000
2005 Minor Tools	713	450	438	1,420
2006 Cleaning	187	250	150	250
2007 Chemical	62,291	57,000	34,000	68,591
2015 Other Supplies	6,788	6,000	8,187	6,650
2050 Safety	190	200	100	200
2090 Machinery/Tools/Equipment	4,876	300	16,011	12,000
2091 Office Furniture/Equipment	-	-	-	500
2093 Computer Equipment	24	200	125	200
Supplies Subtotal	<u>83,877</u>	<u>73,432</u>	<u>66,733</u>	<u>98,361</u>
Services & Charges:				
3001 Memberships & Subscriptions	316	1,313	1,307	1,463
3020 Training/Seminars	2,606	4,000	2,900	5,000
4002 Machinery/Tools/Equipment	54,430	52,400	52,366	53,000
4006 Heating and A/C Equipment	575	500	500	500
4011 Building Maintenance	7,870	13,500	13,425	2,000
4020 Motor Pool Lease Fees	19,672	24,346	24,346	23,412
4030 VM: Fleet Maintenance	20,562	22,367	22,367	22,831
4060 Technology Lease Fees	1,756	2,187	2,187	1,278
5007 Other Professional Services	8,718	29,800	22,264	16,700
6001 Uniforms	2,242	2,628	2,580	2,628
6002 Printing/Reproduction	250	250	250	250
6009 Landfill Charges	38,305	43,040	43,018	45,252
6013 TCEQ Requirements	59,028	61,419	60,307	63,864
7001 Electrical	279,529	290,500	271,613	275,000
7002 Natural Gas	788	1,000	400	1,000
7004 Water	1,675	2,000	1,498	2,000
Services & Charges Subtotal	<u>498,322</u>	<u>551,250</u>	<u>521,328</u>	<u>516,178</u>
Capital Outlay:				
8002 Building Improvements	-	-	-	7,000
8021 Machinery/Tools/Equipment	-	40,000	16,993	39,000
Capital Outlay Subtotal	<u>-</u>	<u>40,000</u>	<u>16,993</u>	<u>46,000</u>
Division Total	\$ 1,272,668	\$ 1,345,677	\$ 1,275,048	\$ 1,355,913

Utility Fund FY 16-17

Utility Billing Division

Goals:

- To effectively administer the City's utility billing operations through accurate and timely billing, and responsiveness to customers' needs
- Continue to seek ways to raise the level of customer service provided by this office through continuous training (OBJ 5a, 5c)
- Pursue e-government solutions to improve efficiency and to allow for better accessibility to information by customers

Objectives:

- To accurately and timely bill and collect utility accounts
- To continue the MIU replacements and meter maintenance to increase the accuracy and performance of the meters
- To continue to provide customer service training annually (OBJ 5a)

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Meters Read	146,928	147,379	147,500
Meters Rereads	435	308	315
Rereads as a percent of meters read	0.30%	0.21%	0.21%
Accounts Billed	125,650	126,000	126,000
% of utility payments processed and posted to customers account the same day of receipt	100%	100%	100%
Utility payments processed per employee	6,820	6,780	6,800
Manual Meter Reads			

Utility Fund
Fiscal Year 2016-17

Utility Billing Division

Expenditure Summary

	<i>Actual 2014-15</i>	<i>Budget 2015-16</i>	<i>Estimated 2015-16</i>	<i>Requested 2016-17</i>	<i>Percent Change</i>
<i>Personal Services</i>	\$ 637,122	\$ 640,881	\$ 619,371	\$ 608,801	-5.01%
<i>Supplies</i>	72,274	96,994	82,674	86,210	-11.12%
<i>Services & Charges</i>	58,228	94,237	82,302	67,282	-28.60%
<i>Capital Outlay</i>	-	-	-	-	-
Division Total	\$ 767,624	\$ 832,112	\$ 784,347	\$ 762,293	-8.39%

Scope of Services Summary

The Utility Billing Division provides one central area of customer service dedicated to the collection of all Utility billings of the City. This Division is also responsible for meter reads, maintenance of meters and customer service requests.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Director of Finance	0.5	0.5	0.5
Treasurer	0.5	0.5	0.5
Revenue Collections Manager	0.5	0.5	0.5
Accountant	0.5	0.5	0.5
Utility Billing Coordinator	-	1.0	1.0
Utility Billing Assistant	2.0	1.0	1.0
Customer Service Clerk	2.0	1.0	1.0
Meter Reader Supervisor	1.0	1.0	1.0
Meter Reader	2.0	3.0	3.0
Total	9.0	9.0	9.0

**City of La Porte, Texas
Utility Billing
Detail of Expenditures**

002-6147-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 415,681	\$ 420,287	\$ 401,797	\$ 405,957
1020 Overtime	13,411	15,000	15,000	15,000
1030 Certification	1,186	1,203	1,186	1,200
1035 Longevity	4,580	4,508	3,792	2,732
1042 Car Allowance	2,561	2,558	4,508	2,550
1050 WC Loss Time	239	-	-	-
1060 FICA	31,590	31,843	30,400	30,603
1065 Retirement	56,778	71,477	68,647	67,176
1080 Insurance - Medical	110,844	93,798	93,798	83,376
1081 Insurance - Life	252	207	243	207
Personal Services Subtotal	637,122	640,881	619,371	608,801
Supplies:				
2001 Office Supplies	1,370	1,800	1,500	1,500
2002 Postage	55,209	67,055	65,000	62,750
2003 Protective Clothing	30	100	50	100
2004 Gas and Oil	9,856	18,679	6,724	7,000
2005 Minor Tools	1,659	800	900	900
2015 Other Supplies	765	1,560	1,500	1,560
2018 Computer Supplies	2,122	2,000	2,000	2,000
2090 Machinery/Tools/Equipment	788	4,500	4,500	9,900
2093 Computer Equipment	475	500	500	500
Supplies Subtotal	72,274	96,994	82,674	86,210
Services & Charges:				
3001 Memberships & Subscriptions	-	225	225	300
3020 Training/Seminars	592	8,570	6,000	5,500
3024 Tuition Reimbursement	-	-	-	1,500
4005 Meters	8,898	15,000	15,000	15,000
4020 Motor Pool Lease Fees	10,297	13,158	13,158	4,356
4030 VM: Fleet Maintenance	10,040	10,764	10,764	13,351
4055 Computer Software	1,593	15,536	8,000	8,000
4060 Technology Lease Fees	10,599	10,655	10,655	4,575
5007 Other Professional Services	840	1,000	1,000	1,000
6001 Uniforms	988	800	1,000	1,000
6002 Printing/Reproduction	14,381	16,500	16,500	12,700
9998 Request for Upgrade	-	2,029	-	-
Services & Charges Subtotal	58,228	94,237	82,302	67,282
Division Total	\$ 767,624	\$ 832,112	\$ 784,347	\$ 762,293

Utility Fund
Fiscal Year 2016-17

Non Departmental Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 182,584	\$ 123,644	\$ 119,115	\$ 120,935	-2.19%
<i>Services & Charges</i>	3,081,006	2,408,899	2,415,933	2,736,095	13.58%
<i>Capital Outlay</i>	70,475	60,000	57,000	37,000	-38.33%
Division Total	\$3,334,065	\$2,592,543	\$2,592,048	\$2,894,030	11.63%

Scope of Services Summary

The Non Departmental Division is a cost collection center for miscellaneous costs that relate to the Fund as a whole but are not easily segregated and charged at a divisional level. Examples include, but are not limited to, liability insurance and contingency.

**City of La Porte, Texas
Non Departmental
Detail of Expenditures**

002-6176-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1012 Sick Buy Back	\$ 15,430	\$ 15,879	\$ 12,224	\$ 13,693
1055 Termination Pay (S/V)	9,538	15,000	15,000	15,000
1060 FICA	1,915	2,362	2,083	2,195
1065 Retirement	3,291	5,027	4,432	4,671
1080 Medical Insurance	<u>152,410</u>	<u>85,376</u>	<u>85,376</u>	<u>85,376</u>
Personal Services Subtotal	182,584	123,644	119,115	120,935
Services & Charges:				
4001 Office Equipment	23,778	23,778	23,778	23,778
4005 Meters	45,276	50,000	50,000	25,000
4011 Building	480	480	480	480
4021 Vehicle Maint: O/S Contract	500	10,000	5,000	5,000
5006 Fiscal Services	74,579	72,000	77,500	77,500
5007 Other Professional Services	-	60,000	59,600	-
6006 Miscellaneous	8,941	7,500	7,434	7,500
6024 Deductibles-Auto Accident	-	10,000	5,000	5,000
6091 Bad Debt Expense	61,323	30,000	30,000	30,000
7001 Electrical	26,709	20,000	28,000	28,000
7004 Water	1,675,971	1,182,759	1,182,759	1,378,949
7006 Contract Sewer	22,869	20,000	24,000	24,000
9004 Admin Trans to Fund 004	515,643	505,287	505,287	689,984
9014 Admin Trans to Fund 014	47,711	47,711	47,711	47,711
9018 Admin Trans to Fund 018	300,000	300,000	300,000	300,000
9037 Transfer for Debt Service	277,226	-	-	-
9050 Contingency	-	29,000	29,000	50,000
9997 Req for Special Programs	<u>-</u>	<u>40,384</u>	<u>40,384</u>	<u>43,193</u>
Services & Charges	3,081,006	2,408,899	2,415,933	2,736,095
Capital Outlay:				
8012 Water Taps	9,346	10,000	7,000	7,000
8026 Meters and Boxes	<u>61,129</u>	<u>50,000</u>	<u>50,000</u>	<u>30,000</u>
Capital Outlay Subtotal	70,475	60,000	57,000	37,000
Division Total	\$ 3,334,065	\$ 2,592,543	\$ 2,592,048	\$ 2,894,030

Note: 9000 series object codes are preceded by 002-6176-680



Enterprise Funds Fiscal Year 2016-17

Summary:

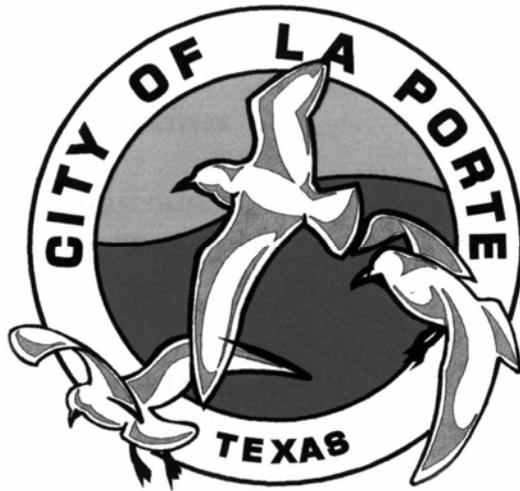
Enterprise Funds are used to account for the acquisition, operation and maintenance of governmental facilities and services which are entirely or predominantly self-supported by user charges. The operations of Enterprise Funds are accounted for in such a manner as to show a profit or loss similar to comparable private enterprises.

Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Airport Operating	62,790	63,806	64,398	129,273	102.60%
La Porte Area Water Authorit	1,216,864	1,178,158	1,011,502	1,375,331	16.74%
Total	\$ 1,279,654	\$ 1,241,964	\$ 1,075,900	\$ 1,504,604	21.15%

Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 23,483	\$ 22,953	\$ 22,861	\$ 28,688	24.99%
Supplies	16,370	10,964	8,287	11,591	5.72%
Services & Charges	1,231,247	1,169,615	1,008,600	1,454,325	24.34%
Capital Outlay	8,554	-	-	-	
Total	\$ 1,279,654	\$ 1,241,964	\$ 1,075,900	\$ 1,504,604	21.15%



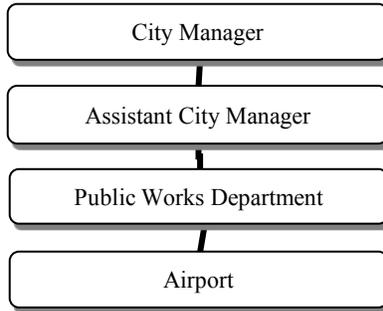
Airport Fund

FY 16-17

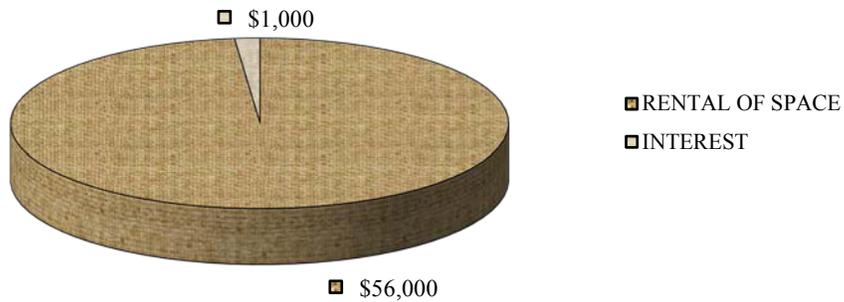
Mission Statement:

To provide essential public service to the Citizens of La Porte in the most efficient, cost-effective manner possible by utilizing creative and innovative techniques of public works services and facilities.

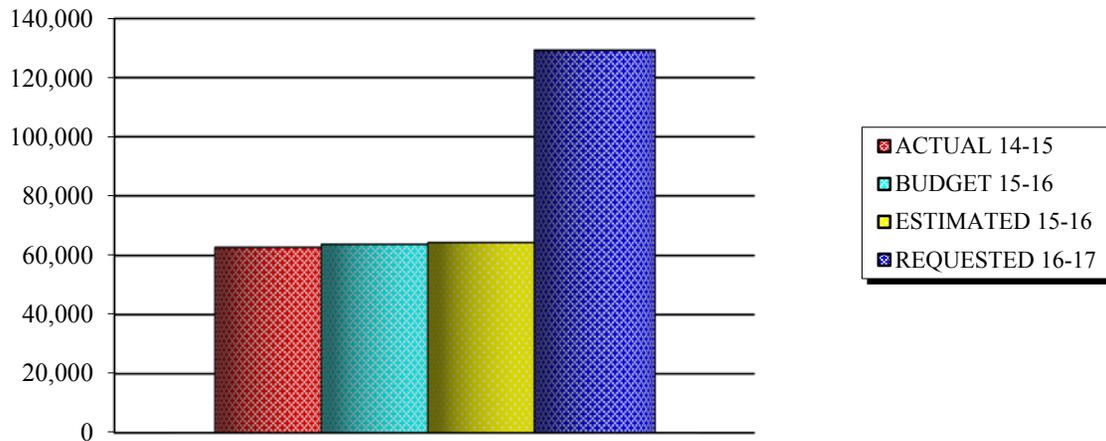
Organizational Chart:



2016-17 Projected Revenues:



Four Year Comparison of Expenses:



**City of La Porte
Airport Fund (010) Summary**

<i>Working Capital 9/30/15</i>	\$	363,636
Plus Estimated 15-16 Revenues		61,000
Less Estimated 15-16 Expenses		64,398
<i>Equals Estimated Working Capital 9/30/16</i>		360,238
Plus 16-17 Revenues:		
Charges for Services		60,000
Interest Income		1,000
Total Revenues		61,000
<i>Equals Total Resources</i>		421,238
Less 16-17 Expenses:		
Airport Operations		129,273
Airport CIP		80,000
Total Expenses		209,273
<i>Equals Estimated Working Capital 9/30/17</i>	\$	211,965

	Estimated 2015-16	Projected 2016-17
Revenues	\$ 61,000	\$ 61,000
Expenses & Commitments	64,398	209,273
Revenues over Expenses	\$ (3,398)	\$ (148,273)

Targeted working capital - 60 to 90 days

Estimated working capital - 370 days

Goal: \$51,602

1 Day = \$573

**City of La Porte
 Airport (010)
 Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
408.01-31	Rental of Space	\$ 59,181	\$ 56,000	\$ 60,000	\$ 60,000
Charges for Services Subtotal		<u>59,181</u>	<u>56,000</u>	<u>60,000</u>	<u>60,000</u>
Administrative Transfers:					
480.01-01	Transfer from General Fund	586	-	-	-
Administrative Transfers Subtotal		<u>586</u>	<u>-</u>	<u>-</u>	<u>-</u>
Interest:					
483.01-00	Interest Income	1,355	700	1,000	1,000
Interest Subtotal		<u>1,355</u>	<u>700</u>	<u>1,000</u>	<u>1,000</u>
Total Airport Fund Revenue		\$ 61,122	\$ 56,700	\$ 61,000	\$ 61,000

Airport Fund FY 16-17

Airport Operating

Goals:

- Monitor airport operations to ensure compliance with Airport Master Plan
- Incorporate the Airport as a revenue generating property (OBJ 4b)

Objectives:

- Monitor compliance with FBO Standards as developed by Advisory Board
- Complete initial phase of airport study

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Increase revenue by 20%	-	-	

Airport Fund
Fiscal Year 2016-17

Airport Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 23,483	\$ 22,953	\$ 22,861	\$ 28,688	24.99%
<i>Supplies</i>	8,387	3,264	1,844	4,791	46.78%
<i>Services & Charges</i>	22,366	37,589	39,693	95,794	154.85%
<i>Capital Outlay</i>	8,554	-	-	-	-
Division Total	<u>\$ 62,790</u>	<u>\$ 63,806</u>	<u>\$ 64,398</u>	<u>\$ 129,273</u>	102.60%

Scope of Services Summary

The Airport Division is responsible for the maintenance and operation of the La Porte Municipal Airport. The Airport provides aviation facilities for private and commercial use of La Porte area citizens and businesses.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Equipment Operator II	0.50	0.50	0.50
Total	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>

**City of La Porte, Texas
 Airport
 Detail of Expenditures**

010-7077-531

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 17,257	\$ 17,294	\$ 17,233	\$ 17,764
1020 Overtime	1,534	500	500	500
1030 Certification	452	450	445	450
1035 Longevity	466	490	490	514
1060 FICA	1,434	1,323	1,313	1,361
1065 Retirement	2,340	2,896	2,880	2,888
1080 Insurance - Medical	-	-	-	5,211
Personal Services Subtotal	<u>23,483</u>	<u>22,953</u>	<u>22,861</u>	<u>28,688</u>
Supplies:				
2004 Gas and Oil	553	2,189	794	1,441
2007 Chemicals	225	1,075	1,050	1,350
2015 Other Supplies	-	-	-	2,000
2090 Machinery/Tools/Equipment	7,609	-	-	-
Supplies Subtotal	<u>8,387</u>	<u>3,264</u>	<u>1,844</u>	<u>4,791</u>
Services & Charges:				
4002 Machinery/Tools/Equipment	2,280	3,000	3,000	3,000
4003 Radios and Base Stations	1,050	2,100	2,100	2,100
4015 Paving	-	3,500	3,500	3,500
4020 Motor Pool Lease Fees	3,606	5,924	5,924	5,256
4030 VM: Fleet Maintenance	4,850	3,559	3,559	3,501
5007 Other Professional Services	-	10,000	11,327	-
6005 Advertising	145	145	145	145
6007 Insurance	9	9	-	9
6013 TCEQ Requirements	200	200	200	200
7001 Electrical	9,708	8,000	9,420	9,420
9014 Admin Trans to Fund 014	518	518	518	518
9997 Special Programs	-	634	-	68,145
Services & Charges Subtotal	<u>22,366</u>	<u>37,589</u>	<u>39,693</u>	<u>95,794</u>
Capital Outlay:				
8021 Mach/Tools & Equip,emt	8,554	-	-	-
Capital Outlay Subtotal	<u>8,554</u>	<u>-</u>	<u>-</u>	<u>-</u>
Division Total	\$ 62,790	\$ 63,806	\$ 64,398	\$ 129,273

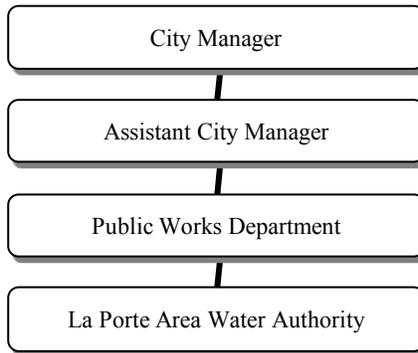
La Porte Area Water Authority Fund

FY 16-17

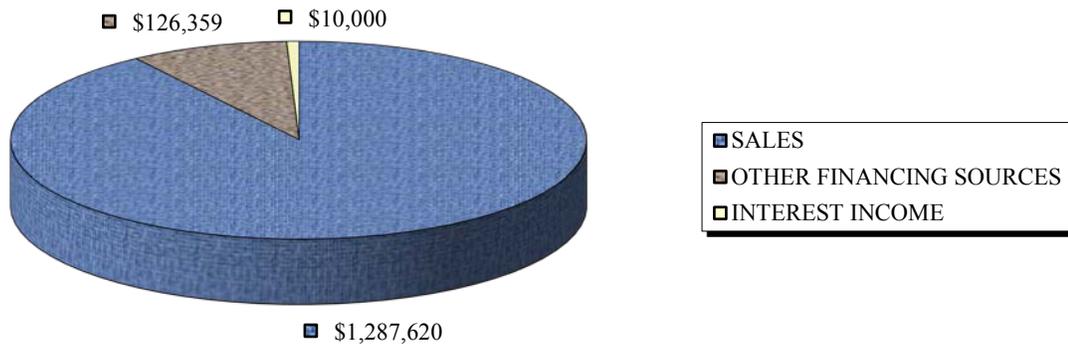
Mission Statement:

To provide essential public services to the Citizens of La Porte in the most efficient, cost-effective manner possible by utilizing creative and innovative techniques of public works services and facilities.

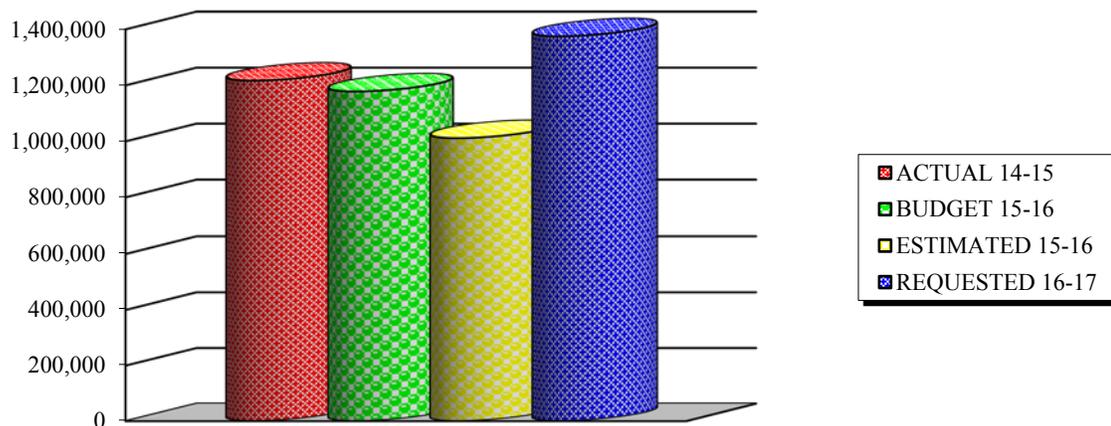
Organizational Chart:



2016-17 Projected Revenues:



Four Year Comparison of Expenses:



City of La Porte
La Porte Area Water Authority Fund (016) Summary

<i>Working Capital 9/30/15</i>		\$ 2,646,701
Plus Estimated 15-16 Revenues		1,211,252
Less Estimated 15-16 Expenses and Commitments		1,011,502
<i>Equals Estimated Working Capital 9/30/16</i>		2,846,451
Plus 16-17 Revenues:		
Water Revenue	1,287,620	
Billing for Capital Reserve	126,359	
Interest	10,000	
Total Revenues		1,423,979
<i>Equals Total Resources</i>		4,270,430
Less 16-17 Expenses:		
Operations	1,375,331	
Total Expenses		1,375,331
<i>Equals Estimated Working Capital 9/30/17</i>		\$ 2,895,099

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 1,211,252	\$ 1,423,979	
Expenses	1,011,502	1,375,331	
Revenues over Expenses	\$ 199,750	\$ 48,648	

Targeted working capital - 60 to 90 days

Estimated working capital - 768 days

Goal: \$339,123

1 Day = \$3,768

**City of La Porte
Water Authority (016)
Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Water Revenue:					
408.05-02	Sales	\$ 1,106,777	\$ 1,224,121	\$ 1,105,648	\$ 1,287,620
	Water Revenue Subtotal	<u>1,106,777</u>	<u>1,224,121</u>	<u>1,105,648</u>	<u>1,287,620</u>
Other Financing Sources					
482.01-00	Capital Contributions	691,785	-		
482.02-00	Billing for Capital Reserve	95,500	95,606	95,604	126,359
	Other Financing Sources Subtotal	<u>787,285</u>	<u>95,606</u>	<u>95,604</u>	<u>126,359</u>
Interest:					
483.01-00	Interest Income - Operations	12,663	5,000	10,000	10,000
	Interest Subtotal	<u>12,663</u>	<u>5,000</u>	<u>10,000</u>	<u>10,000</u>
Total Water Authority		\$ 1,906,725	\$ 1,324,727	\$ 1,211,252	\$ 1,423,979

La Porte Area Water Authority Fund FY 16-17

La Porte Area Water Authority

Goals:

- Continue to Monitor operations of Southeast Water Purification Plant (SEWPP) to ensure efficient cost effective operations
- Continue to monitor use by customers entities to ensure adherence to contractual obligations

Objectives:

- Monitoring of SEWPP operation and maintenance operations expenditures to keep cost of water as low as possible
- Informing any customer entity withdrawing more than its contractual share of water from the Authority and inform them of their contractual obligations

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
La Porte Usage	1,282.29	1,188.15	1,400.00
Morgan's Point Usage	65.91	64.25	75.00
Shoreacres Usage	63.19	53.60	75.00
Total (amounts expressed in millions)	1,411.39	1,306.00	1,550.00

La Porte Area Water Authority Fund
Fiscal Year 2016-17

La Porte Area Water Authority Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Supplies</i>	\$ 7,983	\$ 7,700	\$ 6,443	\$ 6,800	-11.69%
<i>Services & Charges</i>	<u>1,208,881</u>	<u>1,132,026</u>	<u>968,907</u>	<u>1,358,531</u>	20.01%
Division Total	<u><u>\$1,216,864</u></u>	<u><u>\$1,178,158</u></u>	<u><u>\$1,011,502</u></u>	<u><u>\$1,375,331</u></u>	16.74%

Scope of Services Summary

The La Porte Area Water Authority is a separate entity that was created by the State Legislature in 1981. It is currently providing treated surface water to the Cities of La Porte, Morgan's Point and Shoreacres. The City of La Porte oversees the operation and is its largest customer, utilizing 90% of its output.

**City of La Porte, Texas
La Porte Area Water Authority
Detail of Expenditures**

016-7075-533

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Supplies:				
2001 Office Supplies	\$ 39	\$ 100	\$ 50	\$ 100
2015 Other Supplies	35	100	100	100
2090 Machinery/ Tools & Equip	<u>7,909</u>	<u>7,500</u>	<u>6,293</u>	<u>6,600</u>
Supplies Subtotal	7,983	7,700	6,443	6,800
Services & Charges:				
4002 Machinery/Tools/Equipment	5,326	7,000	7,000	7,000
4012 Water Line Maintenance	4,085	5,000	2,900	5,000
4060 Technology Lease Fees	2,048	2,916	2,916	1,704
5001 Accounting	6,000	6,000	6,000	6,000
5007 Other Professional Services	293,764	11,900	2,880	21,900
7004 Water	829,346	1,031,031	879,032	1,247,996
9050 Contingency	-	-	-	-
9014 Admin Trans to Fund 014	1,305	1,305	1,305	1,305
9072 Operator's Agreement	<u>67,007</u>	<u>66,874</u>	<u>66,874</u>	<u>67,626</u>
Services & Charges Subtotal	1,208,881	1,132,026	968,907	1,358,531
Capital Outlay:				
8021 Machinery/ Tools & Equip	<u>-</u>	<u>38,432</u>	<u>36,152</u>	<u>10,000</u>
Capital Outlay Subtotal	-	38,432	36,152	10,000
Division Total	\$ 1,216,864	\$ 1,178,158	\$ 1,011,502	\$ 1,375,331

Internal Service Funds Fiscal Year 2016-17

Summary:

Internal Service Funds are used to account for the financing of goods and/or services provided by one department to other departments of the City on a cost-reimbursement basis. While not specifically interrelated, they are shown below for comparison.

The **Motor Pool Fund** is used to account for the revenue and cost of providing vehicles of all types to City departments. This fund provides for maintenance, fuel, and replacement for these vehicles.

The **Technology Fund** is used to account for the revenue and cost of providing technology replacement of all types to City departments.

The **Insurance Fund** is used to account for the revenue and cost of providing health insurance coverage to City employees and retirees. Additionally, the fund is used to account for liability insurance and worker's compensation.

Summary by Division:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Motor Pool	\$ 1,115,192	\$ 1,170,667	\$ 1,140,791	\$ 1,161,976	-0.74%
Insurance	6,067,443	6,997,143	7,431,938	7,850,066	12.19%
Technology	205,076	622,000	504,871	100,000	-83.92%
Total	\$ 7,387,711	\$ 8,789,810	\$ 9,077,600	\$ 9,112,042	3.67%

Summary by Expenditure Category:

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17	Percent Change
Personal Services	\$ 842,937	\$ 902,825	\$ 856,318	\$ 934,162	3.47%
Supplies	266,225	274,463	267,745	272,780	-0.61%
Services & Charges	6,190,695	6,973,775	7,431,919	7,805,100	11.92%
Capital Outlay	87,854	638,747	521,618	100,000	-84.34%
Total	\$ 7,387,711	\$ 8,789,810	\$ 9,077,600	\$ 9,112,042	3.67%



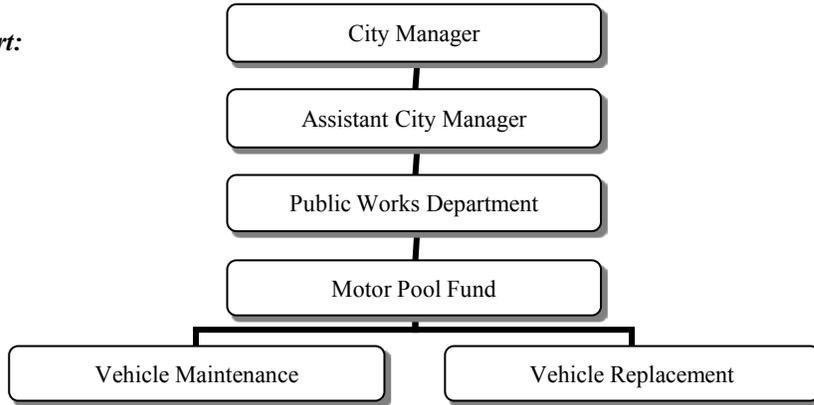
Motor Pool Fund

FY 16-17

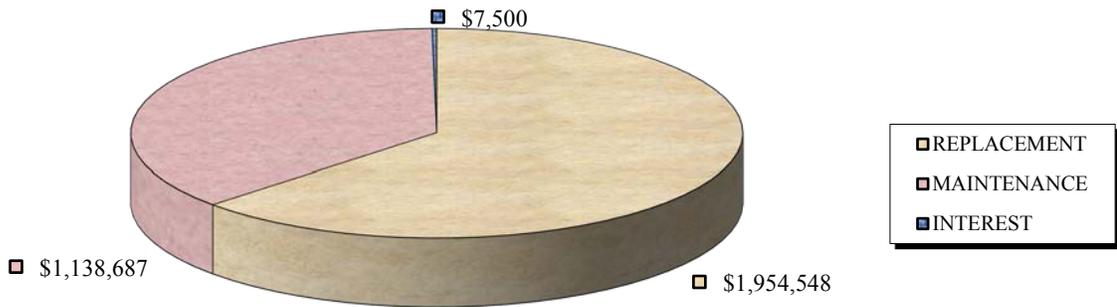
Mission Statement:

To account for the revenue and cost of providing vehicles of all types to City Departments and to provide for maintenance, fuel, lubrication and replacement for these vehicles.

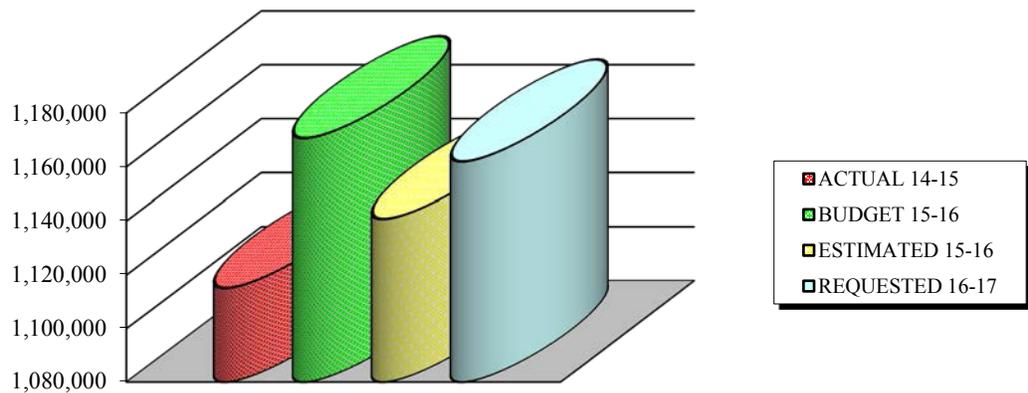
Organizational Chart:



2016-17 Projected Revenues:



Four Year Comparison of Expenses:



City of La Porte
Motor Pool Fund (009 & 024) Summary

	Vehicle Replacement	Vehicle Maintenance	Fund Total
<i>Working Capital 9/30/15</i>	\$ 1,709,923	\$ (79,962)	\$ 1,629,962
Plus Estimated 15-16 Revenues	1,923,358	1,157,431	3,080,789
Less Estimated 15-16 Expenses	2,324,094	1,140,791	3,464,885
<i>Equals Estimated Working Capital 9/30/16</i>	1,309,187	(63,322)	1,245,866
Plus 16-17 Revenues:			
Charges for Services	1,954,548	1,138,687	3,093,235
Interest	7,500	-	7,500
Total Revenues	1,962,048	1,138,687	3,100,735
<i>Equals Total Resources</i>	3,271,235	1,075,365	4,346,601
Less 16-17 Expenses:			
Purchase of Vehicles	1,429,598	-	1,429,598
Maintenance of Vehicles	-	1,161,976	1,161,976
Total Expenses	1,429,598	1,161,976	2,591,574
<i>Equals Estimated Working Capital 9/30/17</i>	\$ 1,841,637	\$ (86,611)	\$ 1,755,027
	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 3,080,789	\$ 3,100,735	
Expenses & Commitments	3,464,885	2,591,574	
Revenues over Expenses	\$ (384,096)	\$ 509,161	

**City of La Porte
Vehicle Replacement Fund (009)
Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
408.01-29	Lease Fees	\$ 1,528,578	\$ 1,915,858	\$ 1,915,858	\$ 1,954,548
Charges for Services Subtotal		<u>1,528,578</u>	<u>1,915,858</u>	<u>1,915,858</u>	<u>1,954,548</u>
Interest:					
483.01-00	Interest Income	10,039	5,000	7,500	7,500
Interest Subtotal		<u>10,039</u>	<u>5,000</u>	<u>7,500</u>	<u>7,500</u>
Total Vehicle Replacement Revenues		\$ 1,538,617	\$ 1,920,858	\$ 1,923,358	\$ 1,962,048

**City of La Porte
Vehicle Maintenance Fund (024)
Statement of Revenues**

Object	Description	Actual 2014-15	Projected 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
408.01-30	Maintenance Fees	\$ 1,134,470	\$ 1,157,431	\$ 1,157,431	\$ 1,138,687
Charges for Services Subtotal		<u>1,134,470</u>	<u>1,157,431</u>	<u>1,157,431</u>	<u>1,138,687</u>
Administrative Transfers:					
480.01-01	Transfer from General Fund	15,963	-	-	-
Administrative Transfers Subtotal		<u>15,963</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Vehicle Maintenance Revenues		\$ 1,150,433	\$ 1,157,431	\$ 1,157,431	\$ 1,138,687

**CITY OF LA PORTE
VEHICLE REPLACEMENT DIVISION
REVENUES FROM DIVISIONS**

Division	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Fire Prevention - ESD	\$ 5,271	\$ 9,876	\$ 9,876	\$ 6,744
Fire Suppression - ESD	299,283	396,428	396,428	431,148
Emergency Medical Services - ESD	95,241	147,430	147,430	163,956
Police Administration	18,664	10,728	10,728	11,424
Police Patrol	217,940	247,044	247,044	239,160
Criminal Investigation	26,141	46,961	46,961	41,712
Support Services	16,353	22,181	22,181	20,052
Golf Course Maintenance	97,358	109,653	109,653	93,228
Emergency Management	8,595	3,120	3,120	3,228
Information Technologies	6,183	8,616	8,616	1,980
Public Works Administration	1,357	2,100	2,100	2,232
Streets	260,008	312,795	312,795	344,424
Residential Solidwaste	226,528	282,827	282,827	282,300
Parks Maintenance	70,615	82,362	82,362	76,476
Recreation	2,694	4,373	4,373	4,488
Special Services	14,094	22,244	22,244	25,608
Planning & Engineering	3,797	5,920	5,920	6,396
Inspection	6,670	9,435	9,435	10,572
Water Production	8,802	7,346	7,346	8,124
Water Distribution	33,500	46,345	46,345	47,460
Wastewater Collection	54,604	66,813	66,813	72,336
Wastewater Treatment	19,672	24,346	24,346	23,412
Utility Billing	10,297	13,158	13,158	4,356
Airport	3,606	5,924	5,924	5,256
Vehicle Maintenance Fund	21,305	27,833	27,833	28,476
TOTAL	\$ 1,528,578	\$ 1,915,858	\$ 1,915,858	\$ 1,954,548

**CITY OF LA PORTE
VEHICLE MAINTENANCE DIVISION
REVENUES FROM DIVISIONS**

Division	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Fire Prevention	\$ 2,382	\$ 2,749	\$ 2,749	\$ 2,904
Fire Suppression	57,953	56,222	56,222	56,336
Emergency Medical Services	53,434	48,352	48,352	45,177
Police Administration	7,402	9,115	9,115	11,017
Police Patrol	113,305	126,883	126,883	133,824
Criminal Investigation	38,884	38,600	38,600	36,780
Support Services	14,947	16,233	16,233	17,763
Golf Course Maintenance	7,034	7,379	7,379	6,491
Emergency Management	3,602	3,414	3,414	3,103
Information Technologies	4,198	2,720	2,720	3,160
Public Works Administration	2,467	2,402	2,402	2,334
Streets	250,179	257,876	257,876	247,806
Residential Solidwaste	309,200	317,541	317,541	304,798
Parks Maintenance	81,483	79,487	79,487	78,968
Recreation	5,587	3,530	3,530	1,594
Special Services	21,328	20,660	20,660	17,707
Planning & Engineering	7,658	7,494	7,494	5,067
Inspection	8,253	8,160	8,160	8,028
Water Production	15,429	15,539	15,539	17,166
Water Distribution	51,392	47,831	47,831	50,985
Wastewater Collection	47,137	48,554	48,554	47,996
Wastewater Treatment	20,562	22,367	22,367	22,831
Utility Billing	10,040	10,764	10,764	13,351
Airport	4,850	3,559	3,559	3,501
TOTAL	\$ 1,138,706	\$ 1,157,431	\$ 1,157,431	\$ 1,138,687

**CITY OF LA PORTE
SUMMARY OF VEHICLE REPLACEMENTS
FISCAL YEAR 2016-17**

Account Number	Amount	Unit	Description
009-5059-522-8050	79,974	59-35	2009 F450 AMB Cab & Chasis
009-5252-521-8050	29,187	52-10	2011 Ford Police Interceptor
009-5253-521-8050	37,987	53-10	2009 Ford Police Interceptor
009-5253-521-8050	37,987	53-14	2010 Ford Police Interceptor
009-5253-521-8050	37,987	53-24	2010 Ford Police Interceptor
009-5253-521-8050	37,987	53-72	2009 Ford Police Interceptor
009-5256-521-8050	19,504	56-03	2010 Ford Fusion
009-5256-521-8050	19,504	56-04	2011 Ford Fusion
009-5256-521-8050	17,548	56-17	2007 Ford 1/2 Ton Pickup
009-5256-521-8050	32,258	56-25	2010 Ford Expedition
009-5258-521-8050	37,987	58-42	2008 Chevy Impala Interceptor
009-6049-551-8050	4,403	49-17	2011 Spreader
009-6049-551-8050	10,608	49-20	2011 326 Z-Turn
009-6049-551-8050	10,610	49-27	2012 326 Z-Turn
009-6049-551-8050	10,610	49-28	2013 326 Z-Turn
009-6049-551-8050	6,682	49-29	2011 Core Harvester
009-6049-551-8050	21,385	49-32	2011 Truckster
009-6049-551-8050	44,876	49-34	2011 Fairway Mower
009-6049-551-8050	44,883	49-35	2011 Fairway Mower
009-6049-551-8050	8,055	49-50	2004 Fairway Aerator
009-6049-551-8050	23,120	49-54	2005 John Deere Truckster/Sprayer Combo
009-6049-551-8050	9,331	49-55	2005 John Deere 200 gal. Sprayer
009-6049-551-8050	33,451	49-57	2011 Greens Mower
009-6049-551-8050	9,392	49-86	2001 Aerway Turf Slicer
009-6147-515-8050	18,655	New	2017 Pickup Truck
009-7071-531-8050	228,000	New	Concrete Mixer
009-7071-531-8050	31,546	71-14	2006 Chevy 1 Ton 9Ft Flat Bed
009-7071-531-8050	91,561	71-33	2004 GMC Dump Truck
009-7071-531-8050	92,445	71-59	2004 Ford 750 Dump Truck
009-7072-532-8050	21,288	72-14	2004 Chevy 1/2 Ton Pickup w/Lift
009-7074-534-8050	32,417	74-18	2005 Ford 1 Ton With Service Body
009-8080-552-8050	31,922	80-17	2006 Chevy 1 Ton With Service Body
009-8080-552-8050	17,093	80-29	2004 Chevy 1/2 Ton Pickup
009-8080-552-8050	14,104	80-71	2009 Kubota Z-Turn 326P
009-8080-552-8050	14,104	80-98	2010 Kubota Z-Turn 326P
009-8082-551-8050	91,660	82-11	2006 Aero Elite Passenger Bus
009-7084-533-8050	17,287	84-18	2002 Chevy 1/2 Ton Pickup
009-7085-533-8050	33,690	85-38	2008 Chevy 1 Ton With Service Body
009-7086-532-8050	30,412	86-39	2008 Chevy 1 Ton With Service Body
009-7087-532-8050	18,654	87-14	2005 Ford 1/2 Ton Pcikup
009-9092-524-5050	19,444	92-11	2004 Ford Escape

\$ 1,429,598

Motor Pool Fund FY 16-17

The Motor Pool Fund is used to account for the procurement and maintenance of vehicles and is funded through lease and maintenance fees charged to the operating divisions. The Motor Pool fund is the owner of all vehicles and charges lease fees to the operating divisions. The lease fee is based on the expected replacement cost of the vehicle less any salvage value and any lease payments paid to date. The resulting amount is divided by the expected remaining useful life of the vehicle. The maintenance fee is based on a four (4) year repair history of the vehicles in the operating division and is applied equally throughout the year.

The goal of the Vehicle Replacement Division is to provide funding for vehicles to be replaced upon completion of their useful lives.

Vehicle Maintenance Division

Goals:

- Provide quality maintenance of the City's fleet in a cost-effective, efficient manner
- Operate Motor Pool in a manner to ensure cost-effective life cycle and replacement of the City Fleet
- Monitor state and federal regulations concerning the City's compliance with the Clean Air Act

Objectives:

- Performing Life Cycle Cost Analyses of vehicles to ensure timely replacement of City's fleet
- Continue Preventive Maintenance Program on City's fleet
- Ensure City's fleet remains in compliance with the Clean Air Act

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
Vehicles Repaired	1,699	1,617	1,550
Preventive Maintenance Performed	737	799	734
Specifications Prepared	13	20	20

Motor Pool Fund
Fiscal Year 2016-17

Vehicle Maintenance Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 717,550	\$ 732,825	\$ 721,318	\$ 741,221	1.15%
<i>Supplies</i>	266,225	274,463	267,745	272,780	-0.61%
<i>Services & Charges</i>	131,417	146,632	134,981	147,975	0.92%
<i>Capital Outlay</i>	-	16,747	16,747	-	-100.00%
Division Total	\$1,115,192	\$1,170,667	\$1,140,791	\$1,161,976	-0.74%

Scope of Services Summary

The Vehicle Maintenance Division is responsible for the preventive maintenance and appearance of the City fleet, assisting departments in the preparation of specifications for requested vehicles, preparing and distributing all cost and usage reports pertaining to vehicles, and submitting recommendations for replacing vehicles at the end of their useful life.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Equip. Services/Solid Waste Superintendent	0.5	0.5	0.5
Equip. Services Supervisor	1.0	1.0	1.0
Parts Manager	1.0	1.0	1.0
Senior Mechanic	4.0	4.0	4.0
Mechanic	2.0	2.0	2.0
Mechanic Assistant	2.0	2.0	2.0
Warehouse Specialist	1.0	1.0	1.0
Total	11.5	11.5	11.5

**City of La Porte, Texas
Vehicle Maintenance
Detail of Expenditures**

024-7074-534

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 459,874	\$ 471,714	\$ 463,310	\$ 480,214
1012 Sick Buy Back	4,765	4,908	4,908	5,014
1020 Overtime	2,908	4,100	3,200	4,000
1030 Certification	6,754	7,500	6,837	6,900
1035 Longevity	4,444	4,972	4,804	5,288
1041 Tool Allowance	3,600	4,200	4,200	3,600
1060 FICA	35,718	36,215	35,885	37,220
1065 Retirement	79,400	79,116	78,087	78,885
1080 Insurance - Medical	119,853	119,853	119,853	119,853
1081 Insurance - Life	234	247	234	247
Personal Services Subtotal	717,550	732,825	721,318	741,221
Supplies:				
2001 Office Supplies	697	700	700	700
2003 Protective Clothing	37	100	50	100
2004 Gas and Oil	9,075	12,482	7,200	9,765
2005 Minor Tools	1,202	1,300	1,100	1,200
2007 Chemical	3,456	3,325	3,620	3,620
2009 Medical	86	100	75	100
2015 Other Supplies	5,209	4,200	4,200	4,200
2030 Small Parts	1,520	1,300	1,100	1,100
2040 Vehicle Maintenance	238,116	245,000	245,000	245,000
2090 Machinery/Tools/Equipment	6,606	5,456	4,700	6,795
2093 Computer Equipment	221	500	-	200
Supplies Subtotal	266,225	274,463	267,745	272,780
Services & Charges:				
3001 Memberships & Subscriptions	2,130	2,148	2,148	2,200
3020 Training/Seminars	957	760	760	1,000
4002 Machinery/Tools/Equipment	5,898	5,000	4,000	5,000
4020 Motor Pool Lease Fees	21,305	27,833	27,833	28,476
4021 VM: Outside Contracts	63,665	58,000	58,000	58,000
4055 Computer Software	12,380	16,912	16,912	16,927
4060 Technology Lease Fees	3,859	5,103	5,103	2,982
5007 Other Professional Service	-	1,300	69	-
6001 Uniforms	4,571	3,600	4,420	4,420
7002 Natural Gas	3,416	5,000	2,500	3,000
9014 Adm Transfer to Fund 014	13,236	13,236	13,236	13,236
9997 Special Programs	-	7,740	-	12,734
Services & Charges Subtotal	131,417	146,632	134,981	147,975
Capital Outlay:				
8021 Mach/Tools & Equipment	-	16,747	16,747	-
Capital Outlay Subtotal	-	16,747	16,747	-
Division Total	\$ 1,115,192	\$ 1,170,667	\$ 1,140,791	\$ 1,161,976



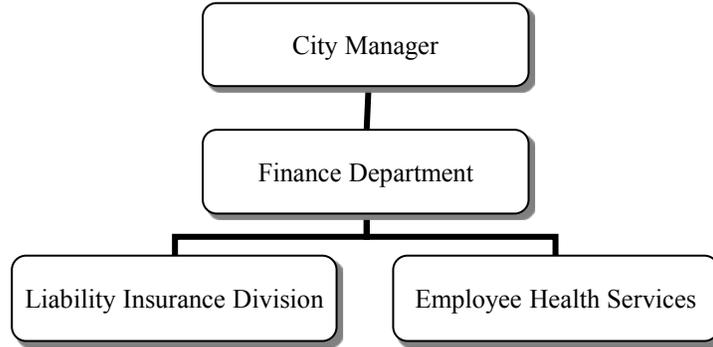
Insurance Fund

FY 16-17

Mission Statement:

To account for the revenue and cost of providing health insurance to City employees and retirees.

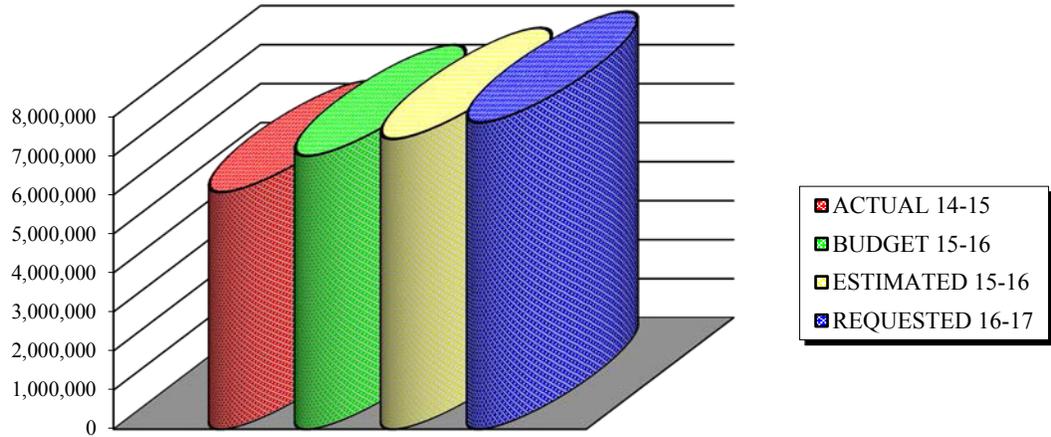
Organizational Chart:



2016-17 Projected Revenues:



Four Year Comparison of Expenses:



**City of La Porte
Insurance Fund (014) Summary**

	Liability Insurance	Employee Health Services	Fund Total
Working Capital 9/30/15	\$ 301,271	\$ 1,691,726	\$ 1,992,998
Plus Estimated 15-16 Revenues	481,898	5,346,093	5,827,991
Less Estimated 15-16 Expenses	515,656	6,196,282	6,711,938
Equals Estimated Working Capital 9/30/16	267,513	841,537	1,109,051
Plus 16-17 Revenues:			
Charges to Departments	-	4,581,529	4,581,529
Employee Contributions	-	430,000	430,000
Retiree Contributions	-	105,000	105,000
Administrative Transfers	481,648	2,000,000	2,481,648
Interest	2,000	2,000	4,000
Total Revenues	483,648	7,118,529	7,602,177
Equals Total Resources	751,161	7,960,066	8,711,228
Less 16-17 Expenses:			
Employee Health Services	597,941	-	597,941
Liability Insurance Division	-	7,252,125	7,252,125
Total Expenses	597,941	7,252,125	7,850,066
Equals Estimated Working Capital 9/30/17	\$ 153,220	\$ 707,941	\$ 861,162

Liability Insurance Division	Estimated 2015-16	Projected 2016-17
Revenues	\$ 481,898	\$ 483,648
Expenses	515,656	597,941
Revenues over Expenses	\$ (33,758)	\$ (114,293)

Employee Health Services Division	Estimated 2015-16	Projected 2016-17
Revenues	\$ 5,346,093	\$ 7,118,529
Expenses	6,196,282	7,252,125
Revenues over Expenses	\$ (850,189)	\$ (133,596)

Liability Insurance Division

Targeted working capital - 60 to 90 days
 Estimated working capital - 94 days
 Goal: \$147,438
 1 Day = \$1,638

Employee Health Services Division

Targeted working capital - 60 to 90 days
 Estimated working capital - 36 days
 Goal: \$1,788,195
 1 Day = \$19,869

**City of La Porte
Insurance Fund (014)
Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Employee Health Services					
408.04-01	Charges to Departments	\$ 4,762,145	\$ 4,581,529	\$ 4,581,529	\$ 4,581,529
408.04-02	Employee Contributions	438,094	420,000	430,000	430,000
408.04-03	Cobra Contributions	8,144	-	10,610	-
408.04-04	Retiree Contributions	104,529	105,000	105,000	105,000
	Employee Health Services Subtotal	<u>5,312,912</u>	<u>5,106,529</u>	<u>5,127,139</u>	<u>5,116,529</u>
Administrative Transfers:					
480.01-01	Transfer from General Fund	1,916,876	633,582	633,582	2,418,878
480.01-02	Transfer from Utility Fund	47,711	47,711	47,711	47,711
480.01-10	Transfer from Airport Fund	518	518	518	518
480.01-16	Transfer from LPAWA Fund	1,305	1,305	1,305	1,305
480.01-24	Transfer from Vehicle Maintenance Fund	13,236	13,236	13,236	13,236
	Administrative Transfers Subtotal	<u>1,979,646</u>	<u>696,352</u>	<u>696,352</u>	<u>2,481,648</u>
Interest:					
483.01-00	Interest Income	5,527	2,000	4,500	4,000
	Interest Subtotal	<u>5,527</u>	<u>2,000</u>	<u>4,500</u>	<u>4,000</u>
	Total Insurance Fund	\$ 7,298,085	\$ 5,804,881	\$ 5,827,991	\$ 7,602,177

**CITY OF LA PORTE
INSURANCE FUND
REVENUES FROM DIVISIONS**

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Fire Prevention	\$ 41,688	\$ 41,688	\$ 41,688	\$ 41,688
Fire Suppression	145,908	145,908	145,908	145,908
Emergency Medical Services	270,972	270,972	270,972	270,972
Police Administration	62,532	62,532	62,532	62,532
Police Patrol	510,678	510,678	510,678	510,678
Criminal Investigation	201,986	208,440	208,440	208,440
Support Services	323,082	323,082	323,082	323,082
Golf Course Clubhouse	41,688	41,688	41,688	41,688
Golf Course Maintenance	104,220	104,220	104,220	104,220
Emergency Management	20,844	20,844	20,844	31,266
Administration	28,660	28,661	28,661	28,661
Human Resources	31,266	31,266	31,266	31,266
Municipal Court	93,798	93,798	93,798	93,798
Purchasing	31,266	31,266	31,266	31,266
Information Technologies Division	72,954	72,954	72,954	72,954
City Secretary	41,688	41,688	41,756	41,688
Legal	20,844	13,245	13,245	13,245
Accounting	88,587	88,587	88,587	88,587
Tax	36,477	36,477	36,477	36,477
General Fund Non-Departmental	635,742	491,990	491,990	491,990
Public Works Administration	41,688	41,688	41,688	54,194
Streets	281,394	270,972	270,972	289,211
Residential Solidwaste	234,495	234,495	234,495	237,101
Parks Maintenance	250,128	250,128	250,128	250,128
Recreation	72,242	72,242	72,242	72,242
Special Services	62,532	62,532	62,532	62,532
Parks Administration	62,532	62,532	65,138	62,532
Planning & Engineering	83,376	83,376	62,532	83,376
GIS Division	20,844	20,844	20,844	20,844
Inspections	114,642	114,642	114,642	114,642
Water Production	58,886	44,294	44,294	45,075
Water Distribution	162,802	122,459	122,459	123,240
Wastewater Collection	148,947	112,037	112,037	112,818
Wastewater Treatment	128,164	96,404	96,404	97,185
Utility Billing	110,844	93,798	93,798	83,376
Utility Fund Non-Departmental	152,410	85,376	85,376	85,376
Airport	-	-	-	5,211
Insurance Fund	-	-	-	10,422
Vehicle Maintenance	119,853	119,853	119,853	119,853
Grant Fund	6,454	-	-	-
Emergency Services District	10,422	10,422	10,422	10,422
Hotel/Motel Fund	13,028	13,028	13,028	13,028
La Porte Development Corporation	10,423	10,423	10,423	10,423
TOTAL	\$ 4,950,986	\$ 4,581,529	\$ 4,563,359	\$ 4,633,637

**Administration Department
FY 16-17**

Liability Insurance Division

Goals:

- Improve City employees safety performance

Objectives:

- Improve safety awareness
- Reduce accidents and injuries
- Create an atmosphere that stresses accident prevention

Insurance Fund
Fiscal Year 2016-17

Liability Insurance Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 125,387	\$ 170,000	\$ 135,000	\$ 192,941	13.49%
Services & Charges	347,505	380,656	380,656	405,000	6.40%
Division Total	\$ 472,892	\$ 550,656	\$ 515,656	\$ 597,941	8.59%

Scope of Services Summary

The Liability Insurance Division of the Employee Health Services Fund is used to account for the cost of providing liability insurance and worker's compensation to the employees of the City. It is administered by a third party and is funded with charges to the operating divisions based on their staffing levels.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Risk and Safety Specialist	-	-	1.00
Total	-	-	1.00

**City of La Porte, Texas
Liability Insurance
Detail of Expenditures**

014-6142-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ -	\$ -	\$ -	\$ 34,292
1060 FICA	-	-	-	2,623
1065 Retirement	-	-	-	5,583
1070 Workers Compensation	125,387	170,000	135,000	140,000
1080 Medical	-	-	-	10,422
1081 Insurance - Life	-	-	-	21
Personal Services Subtotal	<u>125,387</u>	<u>170,000</u>	<u>135,000</u>	<u>192,941</u>
Services & Charges:				
6007 Insurance	346,702	375,656	375,656	400,000
6022 Citizen Claims	803	5,000	5,000	5,000
Services & Charges Subtotal	<u>347,505</u>	<u>380,656</u>	<u>380,656</u>	<u>405,000</u>
Division Total	\$ 472,892	\$ 550,656	\$ 515,656	\$ 597,941

Administration Department FY 16-17

Employee Health Services

Goals:

- Enhance employee benefits

Objectives:

- Raise level of benefits where possible as tool for recruitment
- Create belief that City takes care of its employees
- Educate employees about current benefits

Performance Indicators:

	Actual 2014-15	Estimated 2015-16	Proposed 2016-17
City-wide employee/retiree Health Insurance presentations		5	5
City-wide Diabetes Center of America presentations		1	1
City-wide Employee Assistance Program (EAP) presentations		1	1
City-wide Flexible Spending Account (FSA) presentations		5	5
Employee rates of participation		84%	85%
Employee benefits as a % of total salaries and wages		38.4%	41.2%

Insurance Fund
Fiscal Year 2016-17

Employee Health Services Division

Expenditure Summary

	<i>Actual</i> <i>2014-15</i>	<i>Budget</i> <i>2015-16</i>	<i>Estimated</i> <i>2015-16</i>	<i>Requested</i> <i>2016-17</i>	<i>Percent</i> <i>Change</i>
<i>Services & Charges</i>	<u>5,594,551</u>	<u>6,446,487</u>	<u>6,916,282</u>	<u>7,252,125</u>	12.50%
Division Total	<u><u>\$ 5,594,551</u></u>	<u><u>\$ 6,446,487</u></u>	<u><u>\$ 6,916,282</u></u>	<u><u>\$ 7,252,125</u></u>	12.50%

Scope of Services Summary

The Employee Health Services division is used to account for the cost of providing medical insurance to full time employees of the City. It is administered by a third party and is funded with charges to the operating divisions based on their staffing levels.

**City of La Porte, Texas
Employee Health Services
Detail of Expenditures**

014-6144-515

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Services & Charges:				
2015 Other Supplies	\$ 687	\$ 1,000	\$ 1,000	\$ 750
5004 Consulting	28,119	40,000	40,000	47,500
5006 Fiscal Services	49,392	34,688	34,688	32,000
5011 Claims Administration	178,109	250,800	217,500	217,500
6011 Claims Paid	4,762,880	5,440,493	6,000,000	6,286,124
6012 Re-insurance Premiums	414,683	409,176	392,711	392,711
6023 Long-Term Disability	48,406	49,200	51,000	54,000
6025 Aetna Advantage Plan	106,143	174,630	175,500	209,840
6073 Wellness Program	6,132	46,500	3,883	11,700
Services & Charges Subtotal	5,594,551	6,446,487	6,916,282	7,252,125
Division Total	\$ 5,594,551	\$ 6,446,487	\$ 6,916,282	\$ 7,252,125

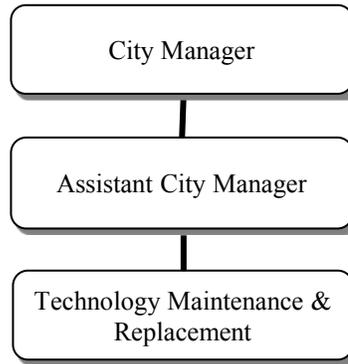
Technology Fund

FY 16-17

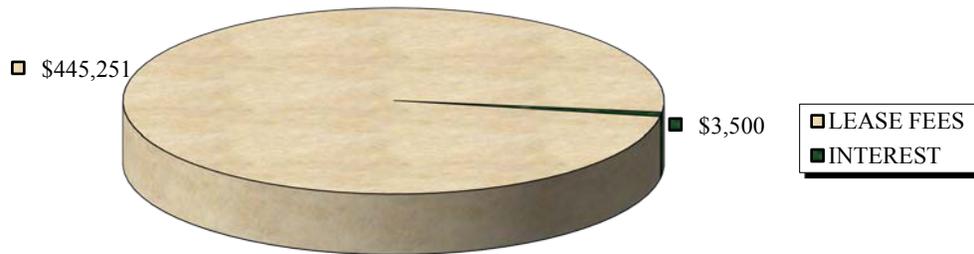
Mission Statement:

To account for revenue and cost of providing computers, telephones & other technology of all types to City Departments and to provide for repair, and replacement for this technology.

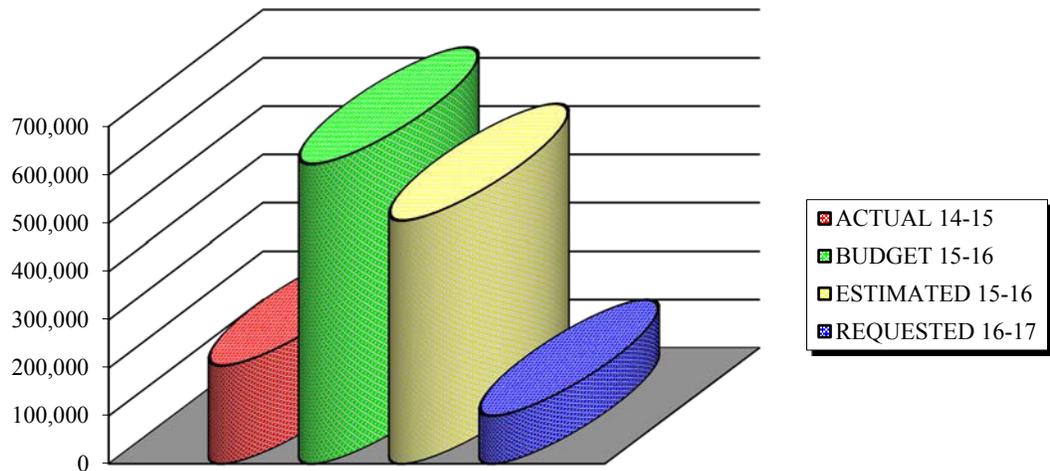
Organizational Chart:



2016-17 Projected Revenues:



Four Year Comparison of Expenses:



**City of La Porte
Technology Fund (023) Summary**

<i>Working Capital 9/30/15</i>		\$ 1,418,054
Plus Estimated 15-16 Revenues		522,240
Less Estimated 15-16 Expenses		504,871
<i>Equals Estimated Working Capital 9/30/16</i>		1,435,423
Plus 16-17 Revenues:		
Lease Fees	445,251	
Interest	3,500	
Total Revenues		448,751
<i>Equals Total Resources</i>		1,884,174
Less 16-17 Expenses:		
Replacement of Hardware / Software	100,000	
Total Expenses		100,000
<i>Equals Estimated Working Capital 9/30/17</i>		\$ 1,784,174

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 522,240	\$ 448,751	
Expenses	504,871	100,000	
Revenues over Expenses	\$ 17,369	\$ 348,751	

**City of La Porte
Technology Fund (023)
Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
408.01-29	Lease Fees	\$ 476,688	\$ 518,240	\$ 518,240	\$ 445,251
Charges for Services Subtotal		<u>476,688</u>	<u>518,240</u>	<u>518,240</u>	<u>445,251</u>
Interest:					
483.01-00	Interest Income	4,750	2,000	4,000	3,500
Interest Subtotal		<u>4,750</u>	<u>2,000</u>	<u>4,000</u>	<u>3,500</u>
Total Computer Fund Revenues		\$ 481,438	\$ 520,240	\$ 522,240	\$ 448,751

**CITY OF LA PORTE
TECHNOLOGY FUND
INFRASTRUCTURE FEES FROM DIVISIONS**

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Fire Prevention	\$ 2,323	\$ 2,916	\$ 2,916	\$ 1,704
Fire Suppression	11,306	13,122	13,122	7,668
Emergency Medical Services	10,701	13,122	13,122	7,668
Police Administration	14,856	14,972	14,972	13,240
Police Patrol	229,652	241,364	241,364	232,008
Criminal Investigation	43,280	44,775	44,775	46,374
Support Services	59,358	61,696	61,696	60,872
Administration	3,055	2,187	2,187	1,278
Golf Course Club House	1,756	3,645	3,645	2,130
Emergency Management	2,674	1,458	1,458	852
Human Resources	2,323	2,916	2,916	1,704
Municipal Court	8,907	11,664	11,664	6,816
Purchasing	2,378	2,916	2,916	1,704
Management Info Systems	15,745	15,745	15,745	12,780
City Secretary	2,378	2,916	2,916	1,704
City Council	4,883	6,561	6,561	3,834
Accounting	6,347	8,019	8,019	4,686
Tax	2,780	3,645	3,645	2,130
Public Works Administration	3,110	3,645	3,645	2,130
Streets	525	2,187	2,187	1,278
Residential Solidwaste	567	729	729	426
Parks Maintenance	1,701	2,187	2,187	1,278
Recreation	3,182	4,374	4,374	2,556
Special Services	3,275	3,645	3,645	2,130
Parks Administration	3,165	3,645	3,645	2,130
Planning & Engineering	5,780	7,290	7,290	4,260
GIS Division	1,646	2,187	2,187	1,278
Inspections	6,914	8,748	8,748	5,112
Water Distribution	1,646	2,187	2,187	1,278
Wastewater Collection	1,646	2,187	2,187	1,278
Wastewater Treatment	1,756	2,187	2,187	1,278
Utility Billing	10,599	10,655	10,655	4,575
La Porte Area Water Authority	2,048	2,916	2,916	1,704
Vehicle Maintenance	3,859	5,103	5,103	2,982
Hotel/Motel	567	729	729	426
TOTAL	\$ 476,688	\$ 518,240	\$ 518,240	\$ 445,251

Technology Fund
Fiscal Year 2016-17

Technology Replacement Division

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
Services & Charges	\$ 117,222	\$ -	\$ -	\$ -	-
<i>Capital Outlay</i>	87,854	622,000	504,871	100,000	-83.92%
Division Total	\$ 205,076	\$ 622,000	\$ 504,871	\$ 100,000	-83.92%

Scope of Services Summary

The Technology Replacement Fund is responsible for the preventive maintenance and repair of the City's computer system. Lease fees are collected from the various City Divisions and deposited into the Fund. In return, the Division receives repairs when machines break down and replacement when machines have reached the end of their useful life.

**City of La Porte, Texas
Technology Infrastructure
Detail of Expenditures**

023-0000-580

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Services & Charges:				
2093 Computer Equipment	\$ 32,131	\$ -	\$ -	\$ -
4055 Computer Software	85,091	-	-	-
Services & Charges Subtotal	117,222	-	-	-
Capital Outlay:				
8023 Computer Equipment	87,854	622,000	504,871	100,000
Capital Outlay Subtotal	87,854	622,000	504,871	100,000
Division Total	\$ 205,076	\$ 622,000	\$ 504,871	\$ 100,000

**City of La Porte
Grant Fund (032) Summary**

<i>Beginning Fund Balance 9/30/15</i>	\$	1,984,937
Plus Estimated 15-16 Revenues		644,443
Less Estimated 15-16 Expenditures		929,342
<i>Estimated Fund Balance 9/30/16</i>		1,700,038
Plus 16-17 Revenues:		
Municipal Court Reserve Funds		70,500
Child Safety Funds		45,000
Public Safety Grants		252,703
AAA Grant		48,577
Airport Grants		450,000
Donations		4,850
Total Revenues		871,630
<i>Equals Total Resources</i>		2,571,668
Less 16-17 Expenditures:		
Confiscated Funds		102,026
Municipal Court Reserve Funds		139,250
Child Safety Funds		74,091
STEP - Speed/Intersection Traffic Control Grant		49,088
HGAC - DWI Enforcement		6,000
Click it or Ticket		3,000
Tobacco Grant		3,225
Texas Comptroller - Sexual Assault/Medical Exams		7,000
Victim Coordinator Liaison Grant		42,000
High Intensity Drug Traffic Area Grant		16,460
OCDETF		6,000
Bulletproof Vest Partnership		5,700
LEOSE		5,330
Internet Crimes Against Children Grant		83,900
NRA Foundation Grant (SWAT Equipment)		5,000
JAG Grant		20,000
Animal Control Funds		43,000
Shell Pipeline Donation Funds		850
Airport Run/Taxi-way, Tie-Down Apron Rehab		270,000
AWOS IV		150,000
Airport RAMP Grant		30,000
Houston/Harris County Area Agency on Aging		48,577
Total Expenditures		1,110,497
<i>Ending Fund Balance 9/30/17</i>	\$	1,461,171

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 644,443	\$ 871,630	
Expenditures	929,342	1,110,497	
Revenues over Expenditures	\$ (284,899)	\$ (238,867)	

**City of La Porte
Grant Fund (032)
Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Fines & Forfeits:					
407.23-00	Child Safety Fee	\$ 55,806	\$ 45,000	45,000	\$ 45,000
407.27-00	Security Fee	30,738	25,000	25,000	27,500
407.28-00	Technology Fee	40,960	30,000	30,000	35,000
407.33-00	Confiscated Funds - Federal	18,878	-	-	-
407.34-00	Confiscated Funds - State	37,387	-	-	-
407.37-00	Judicial Fund	10,170	8,000	8,000	8,000
	Fines & Forfeits Subtotal	<u>193,939</u>	<u>108,000</u>	<u>108,000</u>	<u>115,500</u>
Charges for Services:					
408.01-43	Park Development	695,633	-	-	-
408.01-44	Animal Control Donations	14,721	4,000	4,000	4,000
	Charges for Services Subtotal	<u>710,354</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
Intergovernmental:					
409.01-00	Public Safety Grants	210,276	480,008	480,008	252,703
409.02-00	AAA Grant	49,353	51,585	51,585	48,577
409.03-00	Emergency Services Grants	3,391	-	-	-
409.04-00	Community Development Grants	2,909,667	-	-	-
409.09-00	Public Works Grants	35,308	-	-	450,000
	Intergovernmental Subtotal	<u>3,207,995</u>	<u>531,593</u>	<u>531,593</u>	<u>751,280</u>
Miscellaneous:					
410.01-07	Donations	16,775	850	850	850
	Miscellaneous Subtotal	<u>16,775</u>	<u>850</u>	<u>850</u>	<u>850</u>
Interest:					
483.01-00	Interest Income	5,210	-	-	-
	Interest Subtotal	<u>5,210</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Grant Fund	\$ 4,134,273	\$ 644,443	644,443	\$ 871,630

**City of La Porte, Texas
Grant Fund - Seized Funds - Federal
Detail of Expenditures**

032-5253-521

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services				
1020 Overtime	\$ 14,593	\$ 12,000	\$ 12,000	\$ -
1060 FICA	1,100	918	918	-
1065 Retirement	2,446	2,058	2,058	-
Personal Services Subtotal	<u>18,139</u>	<u>14,976</u>	<u>14,976</u>	<u>-</u>
Supplies				
2090 Machinery/Tools/Equipment	1,549	-	-	-
Supplies Subtotal	<u>1,549</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay				
8021 Machinery, Tools & Equipment	-	-	-	6,000
8023 Computer Equipment	10,584	-	-	-
Capital Subtotal	<u>10,584</u>	<u>-</u>	<u>-</u>	<u>6,000</u>
Division Total	\$ 30,272	\$ 14,976	\$ 14,976	\$ 6,000

City of La Porte, Texas
Grant Fund - Seized Funds - State
Detail of Expenditures

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services				
1020 Overtime	\$ -	\$ -	\$ -	\$ 12,000
1060 FICA	-	-	-	918
1065 Retirement	-	-	-	2,058
Personal Services Subtotal	-	-	-	14,976
Supplies				
2003 Protective Clothing	-	2,000	2,000	2,000
2015 Other Supplies	92	2,000	2,000	10,050
2090 Machinery/Tools/Equipment	5,200	-	-	-
Supplies Subtotal	5,292	4,000	4,000	12,050
Services & Charges:				
3001 Memberships & Subscriptions	-	-	-	9,000
3020 Training & Seminars	17,192	16,000	16,000	16,000
4006 Heating & A/C Equipment	-	-	-	1,500
4019 Rental of Equipment	6,075	7,200	7,200	7,200
4055 Computer Software	5,645	3,600	3,600	6,000
Services & Charges Subtotal	28,912	26,800	26,800	39,700
Capital Outlay				
8021 Machinery, Tools & Equipment	7,287	-	-	20,800
8023 Computer Equipment	-	-	-	8,500
8050 Motor Vehicles	25,468	-	-	-
Capital Subtotal	32,755	-	-	29,300
Division Total	\$ 66,959	\$ 30,800	\$ 30,800	\$ 96,026

City of La Porte, Texas
Grant Fund - Speed/Intersection Traffic Control (STEP)
Detail of Expenditures

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services				
1020 Overtime	\$ 50,533	\$ 49,088	\$ 49,088	\$ 49,088
1060 FICA	46	-	-	-
1065 TMRS	102	-	-	-
Personal Services Subtotal	<u>50,681</u>	<u>49,088</u>	<u>49,088</u>	<u>49,088</u>
Division Total	\$ 50,681	\$ 49,088	\$ 49,088	\$ 49,088

City of La Porte, Texas
Grant Fund - HGAC - DWI Enforcement
Detail of Expenditures

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services:				
1020 Overtime	\$ 3,384	\$ 6,000	\$ 6,000	\$ 6,000
Personal Services Subtotal	<u>3,384</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Division Total	\$ 3,384	\$ 6,000	\$ 6,000	\$ 6,000

City of La Porte, Texas
Grant Fund - Click-it-or-Ticket (CIOT)
Detail of Expenditures

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services:				
1020 Overtime	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
Personal Services Subtotal	<u>-</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Division Total	\$ -	\$ 3,000	\$ 3,000	\$ 3,000

**City of La Porte, Texas
 Grant Fund - Tobacco Grant
 Detail of Expenditures**

032-5256-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services:				
1020 Overtime	\$ -	\$ -	\$ -	\$ 3,225
Personal Services Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,225</u>
Division Total	\$ -	\$ -	\$ -	\$ 3,225

**City of La Porte, Texas
 Grant Fund - LEOSE Grant
 Detail of Expenditures**

032-5252-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Services & Charges				
3020 Training/Seminars	<u>\$ 5,700</u>	<u>\$ 5,330</u>	<u>\$ 5,330</u>	<u>\$ 5,330</u>
Services & Charges Subtotal	5,700	5,330	5,330	5,330
Division Total	\$ 5,700	\$ 5,330	\$ 5,330	\$ 5,330

City of La Porte, Texas
Grant Fund - Bulletproof Vest Partnership
Detail of Expenditures

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Supplies				
2003 Protective Clothing	\$ 7,130	\$ 7,130	\$ 7,130	\$ 5,700
Supplies Subtotal	<u>7,130</u>	<u>7,130</u>	<u>7,130</u>	<u>5,700</u>
Division Total	\$ 7,130	\$ 7,130	\$ 7,130	\$ 5,700

City of La Porte, Texas
Grant Fund - Donations - Shell Pipeline
Detail of Expenditures

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Supplies:				
2015 Other Supplies	\$ -	\$ 850	\$ 850	\$ 850
Supplies Subtotal	<u>-</u>	<u>850</u>	<u>850</u>	<u>850</u>
Division Total	\$ -	\$ 850	\$ 850	\$ 850

City of La Porte, Texas
Grant Fund - NRA Foundation Grant for SWAT Equipment
Detail of Expenditures

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Supplies:				
2017 Specialized Supplies	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Supplies Subtotal	<u>-</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Division Total	\$ -	\$ 5,000	\$ 5,000	\$ 5,000

City of La Porte, Texas
Grant Fund - High Intensity Drug Traffic Area Grant (HIDTA)
Detail of Expenditures

032-5256-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services				
1020 Overtime	\$ -	\$ 16,000	\$ 16,000	\$ 8,360
Personal Services Subtotal	<u>-</u>	<u>16,000</u>	<u>16,000</u>	<u>8,360</u>
Services & Charges:				
4019 Rental of Equipment	<u>6,750</u>	<u>7,560</u>	<u>7,560</u>	<u>8,100</u>
Services & Charges Subtotal	6,750	7,560	7,560	8,100
Division Total	\$ 6,750	\$ 23,560	\$ 23,560	\$ 16,460

City of La Porte, Texas
Grant Fund - Internet Crimes Against Children (ICAC) Grant
Detail of Expenditures

032-5256-521

	Actual	Budget	Estimated	Requested
	2013-14	2014-15	2014-15	2015-16
Personal Services:				
1010 Regular Earnings	\$ 43,776	\$ -	\$ -	\$ 63,000
1020 Overtime	(4,019)	63,000	63,000	6,000
1060 FICA	3,977	-	-	-
1065 TMRS	8,595	-	-	-
1080 Medical Insurance	6,454	-	-	-
Personal Services Subtotal	<u>58,783</u>	<u>63,000</u>	<u>63,000</u>	<u>69,000</u>
Supplies:				
2004 Gas & Oil	1,669	2,800	2,800	2,800
Supplies Subtotal	<u>1,669</u>	<u>2,800</u>	<u>2,800</u>	<u>2,800</u>
Services & Charges				
3020 Training/Seminars	3,904	4,000	4,000	4,000
4019 Rental of Equipment	7,425	8,100	8,100	8,100
Services & Charges Subtotal	<u>11,329</u>	<u>12,100</u>	<u>12,100</u>	<u>12,100</u>
Division Total	\$ 71,781	\$ 77,900	\$ 77,900	\$ 83,900

City of La Porte, Texas
Grant Fund - Organized Crime & Drug Enforcement Task Force Grant
Detail of Expenditures

032-5256-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services:				
1020 Overtime	\$ 14,698	\$ 6,000	\$ 6,000	\$ 6,000
1060 FICA	(2,220)	-	-	
1065 TMRS	2,220	-	-	
Personal Services Subtotal	<u>14,698</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Division Total	\$ 14,698	\$ 6,000	\$ 6,000	\$ 6,000

City of La Porte, Texas
Grant Fund - Victim Coordinator Liaison Grant
Detail of Expenditures

032-5256-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services:				
1010 Regular Earnings	\$ 42,087	\$ 42,000	\$ 42,000	\$ 42,000
Personal Services Subtotal	<u>42,087</u>	<u>42,000</u>	<u>42,000</u>	<u>42,000</u>
 Division Total	 \$ 42,087	 \$ 42,000	 \$ 42,000	 \$ 42,000

City of La Porte, Texas
Grant Fund - Texas Comptroller - Sexual Assault/Medical Exams
Detail of Expenditures

032-5256-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Services & Charges:				
5007 Other Professional Services	\$ 3,429	\$ 7,000	\$ 7,000	\$ 7,000
Services & Charges Subtotal	<u>3,429</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>
Division Total	\$ 3,429	\$ 7,000	\$ 7,000	\$ 7,000

City of La Porte, Texas
Grant Fund - Animal Control Funds
Detail of Expenditures

032-5258-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Supplies:				
2007 Chemicals	\$ 3,001	\$ 2,000	\$ 2,000	\$ 3,000
2015 Other Supplies	472	10,000	10,000	10,000
Supplies Subtotal	3,473	12,000	12,000	13,000
Services & Charges:				
5007 Other Professional Services	-	15,000	15,000	30,000
Services & Charges Subtotal	-	15,000	15,000	30,000
Division Total	\$ 3,473	\$ 27,000	\$ 27,000	\$ 43,000

City of La Porte, Texas
Grant Fund - JAG Grant (State)
Detail of Expenditures

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Capital Outlay				
8021 Machinery, Tools & Equipment	\$ -	\$ 44,000	\$ 44,000	\$ 20,000
Capital Outlay Subtotal	-	44,000	44,000	20,000
 Division Total	 \$ -	 \$ 44,000	 \$ 44,000	 \$ 20,000

**City of La Porte, Texas
 Grant Fund - UASI Grant
 Detail of Expenditures**

032-5253-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Capital Outlay				
8021 Machinery, Tools & Equipment	\$ -	\$ 105,068	\$ 105,068	\$ -
8050 Motor Vehicles	-	98,932	98,932	-
Capital Outlay Subtotal	-	204,000	204,000	-
Division Total	\$ -	\$ 204,000	\$ 204,000	\$ -

City of La Porte, Texas
Grant Fund - Child Safety Funds (Police Department)
Detail of Expenditures

032-5256/58-521

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services				
1020 Overtime	\$ 8,781	\$ 14,000	\$ 14,000	\$ 14,000
1060 FICA	672	1,072	1,072	1,072
1065 TMRS	1,494	2,469	2,469	2,469
Personal Services Subtotal	<u>10,947</u>	<u>17,541</u>	<u>17,541</u>	<u>17,541</u>
Supplies				
2015 Other Supplies	2,764	1,500	1,500	1,500
2017 Specialized Supplies	8,378	12,500	12,500	12,500
Supplies Subtotal	<u>11,142</u>	<u>14,000</u>	<u>14,000</u>	<u>14,000</u>
Services & Charges:				
3001 Memberships & Subscriptions	-	3,900	3,900	3,900
3020 Training & Seminars	724	15,500	15,500	9,500
4050 Computer Hardware	-	1,500	1,500	4,400
4055 Computer Software	-	400	400	2,800
Services & Charges Subtotal	<u>724</u>	<u>21,300</u>	<u>21,300</u>	<u>20,600</u>
Capital Outlay				
8023 Computer Equipment	-	24,012	24,012	-
Capital Outlay Subtotal	<u>-</u>	<u>24,012</u>	<u>24,012</u>	<u>-</u>
Division Total	\$ 22,813	\$ 76,853	\$ 76,853	\$ 52,141

City of La Porte, Texas
Grant Fund - Child Safety Funds (Municipal Court)
Detail of Expenditures

032-6064-512

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Personal Services:				
1020 Overtime	\$ 2,123	\$ 9,450	\$ 9,450	\$ 9,450
1060 FICA	157	-	-	-
1065 TMRS	350	-	-	-
Personal Services Subtotal	<u>2,630</u>	<u>9,450</u>	<u>9,450</u>	<u>9,450</u>
Supplies				
2008 Educational	-	2,500	2,500	2,500
Supplies Subtotal	<u>-</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
Services & Charges:				
5007 Other Professional Services	1,300	10,000	10,000	10,000
Services & Charges Subtotal	<u>1,300</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Division Total	\$ 3,930	\$ 21,950	\$ 21,950	\$ 21,950

**City of La Porte, Texas
 Grant Fund - Municipal Court Reserve Funds
 Detail of Expenditures**

032-6064-512

	Actual 2013-14	Budget 2014-15	Estimated 2014-15	Requested 2015-16
Services & Charges:				
4080 Building Security	\$ 12,311	\$ 69,600	\$ 69,600	\$ 102,600
4081 Technology	11,222	47,720	47,720	28,650
4082 Judicial Efficiency	5,819	8,000	8,000	8,000
Services & Charges Subtotal	<u>29,352</u>	<u>125,320</u>	<u>125,320</u>	<u>139,250</u>
Division Total	\$ 29,352	\$ 125,320	\$ 125,320	\$ 139,250

City of La Porte, Texas
Grant Fund - Houston/Harris County Area Agency on Aging (AAA)
Detail of Expenditures

032-8082/89-551

	Actual	Budget	Estimated	Requested
	2013-14	2014-15	2014-15	2015-16
Personal Services:				
1010 Regular Earnings	\$ 16,729	\$ 20,400	\$ 20,400	\$ 17,000
1060 FICA	1,378	1,199	1,199	1,199
1065 Retirement	2,982	2,800	2,800	2,791
1067 PARS Retirement	67	87	87	87
Personal Services Subtotal	<u>21,156</u>	<u>24,486</u>	<u>24,486</u>	<u>21,077</u>
Supplies				
2002 Postage	24	-	-	-
Supplies Subtotal	<u>24</u>	<u>-</u>	<u>-</u>	<u>-</u>
Services & Charges:				
5007 Other Professional Services	26,799	26,000	26,000	26,401
6001 Uniform/Towel Cleaning	1,142	1,099	1,099	1,099
Services & Charges Subtotal	<u>27,941</u>	<u>27,099</u>	<u>27,099</u>	<u>27,500</u>
Division Total	\$ 49,121	\$ 51,585	\$ 51,585	\$ 48,577

**City of La Porte
Street Maintenance Fund (033) Summary**

<i>Beginning Fund Balance 9/30/15</i>		\$ 1,498,247
Plus Estimated 15-16 Revenues		1,180,500
Less Estimated 15-16 Expenditures		<u>1,996,596</u>
<i>Estimated Fund Balance 9/30/16</i>		682,151
Plus 16-17 Revenues:		
Sales Tax	1,106,250	
Interest Income	<u>2,500</u>	
Total Revenues		<u>1,108,750</u>
<i>Equals Total Resources</i>		1,790,901
Less 16-17 Expenditures:		
Street Maintenance Projects	<u>1,605,313</u>	
Total Expenditures		<u>1,605,313</u>
<i>Ending Fund Balance 9/30/17</i>		\$ 185,588

	Estimated 2015-16	Projected 2016-17
Revenues	\$ 1,180,500	\$ 1,108,750
Expenditures	<u>1,996,596</u>	<u>1,605,313</u>
Revenues over Expenditures	\$ (816,096)	\$ (496,563)

City of La Porte
Street Maintenance Sales Tax Fund (033)
Statement of Revenues

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
403.03-00	1/4 Cent Sales Tax	\$ 1,244,655	\$ 1,217,188	\$ 1,175,000	\$ 1,106,250
Charges for Services Subtotal		<u>1,244,655</u>	<u>1,217,188</u>	<u>1,175,000</u>	<u>1,106,250</u>
Interest:					
483.01-00	Interest Income	6,299	2,000	5,500	2,500
Interest Subtotal		<u>6,299</u>	<u>2,000</u>	<u>5,500</u>	<u>2,500</u>
Total Street Maintenance Sales Tax Fund Revenues		\$ 1,250,954	\$ 1,219,188	\$ 1,180,500	\$ 1,108,750

**City of La Porte, Texas
 Street Maintenance Sales Tax
 Detail of Expenditures**

033-7071-531

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Capital Outlay:				
8029 Paving / Street Repair	\$ 981,973	\$ 1,895,000	\$ 1,996,596	\$ 1,605,313
Capital Outlay Subtotal	981,973	1,895,000	1,996,596	1,605,313
Division Total	\$ 981,973	\$ 1,895,000	\$ 1,996,596	\$ 1,605,313

City of La Porte
Emergency Services District Fund (034) Summary

<i>Beginning Fund Balance 9/30/15</i>		\$ 884,172
Plus Estimated 15-16 Revenues		1,177,200
Less Estimated 15-16 Expenditures		1,660,608
<i>Estimated Fund Balance 9/30/16</i>		400,764
Plus 16-17 Revenues:		
Sales Tax	1,106,250	
Interest Income	1,500	
Total Revenues		1,107,750
<i>Equals Total Resources</i>		1,508,514
Less 16-17 Expenditures:		
Fire Prevention	14,444	
Fire Suppression	771,252	
Emergency Medical Services	516,936	
Total Expenditures		1,302,632
<i>Ending Fund Balance 9/30/17</i>		\$ 205,882

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 1,177,200	\$ 1,107,750	
Expenditures	1,660,608	1,302,632	
Revenues over Expenditures	\$ (483,408)	\$ (194,882)	

City of La Porte
Emergency Services District Sales Tax Fund (034)
Statement of Revenues

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
403.04-00	1/4 Cent Sales Tax	\$ 1,233,330	\$ 1,217,188	\$ 1,175,000	\$ 1,106,250
Charges for Services Subtotal		<u>1,233,330</u>	<u>1,217,188</u>	<u>1,175,000</u>	<u>1,106,250</u>
Interest:					
483.01-00	Interest Income	1,459	800	2,200	1,500
Interest Subtotal		<u>1,459</u>	<u>800</u>	<u>2,200</u>	<u>1,500</u>
Total Street Maintenance Sales Tax Fund Revenues		\$ 1,234,789	\$ 1,217,988	\$ 1,177,200	\$ 1,107,750

Emergency Services District Fund
Fiscal Year 2016-17

Emergency Services District - 1/4 Cent Sales Tax

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 99,549	\$ 100,601	\$ 99,695	\$ 103,139	2.52%
<i>Supplies</i>	243,593	113,450	125,058	101,600	-10.45%
<i>Services & Charges</i>	506,021	704,307	667,931	734,893	4.34%
<i>Capital Outlay</i>	102,443	528,429	760,924	363,000	-31.31%
Division Total	<u>\$ 951,606</u>	<u>\$ 1,446,787</u>	<u>\$ 1,653,608</u>	<u>\$ 1,302,632</u>	-9.96%

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Training Safety Officer	1.00	1.00	1.00
Total	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

**City of La Porte, Texas
 Fire Prevention - ESD
 Detail of Expenditures**

34-5050-522

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Supplies:				
2003 Protective Clothing	\$ 895	\$ 2,000	\$ -	\$ 2,500
2090 Machinery/Tools/Equipment	-	-	-	-
Supplies Subtotal	<u>895</u>	<u>2,000</u>	<u>-</u>	<u>2,500</u>
Services & Charges:				
3020 Training/Seminars	1,608	5,200	-	5,200
4020 Motor Pool: Lease Fees	5,271	9,876	-	6,744
5001 Accounting	5,000	-	-	-
Services & Charges Subtotal	<u>11,879</u>	<u>15,076</u>	<u>-</u>	<u>11,944</u>
Division Total	\$ 12,774	\$ 17,076	\$ -	\$ 14,444

**City of La Porte, Texas
Fire Suppression - ESD
Detail of Expenditures**

034-5051-522

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 71,070	\$ 72,068	\$ 71,312	\$ 74,389
1035 Longevity	580	628	628	648
1044 Cleaning Allowance	241	241	238	241
1060 FICA	5,355	5,434	5,402	5,611
1065 Retirement	11,845	11,772	11,657	11,792
1080 Insurance - Medical	10,422	10,422	10,422	10,422
1081 Insurance - Life	36	36	36	36
Personal Services Subtotal	99,549	100,601	99,695	103,139
Supplies:				
2003 Protective Clothing	36,503	50,250	48,000	47,350
2007 Chemical	3,051	5,000	4,100	5,000
2009 Medical	6,211	7,400	5,000	7,400
2019 Training Field Supplies	105,633	16,500	15,000	7,250
2090 Machinery/Tools/Equipment	31,855	12,300	12,000	12,100
2091 Office Furniture / Equipment	1,175	-	14,171	-
Supplies Subtotal	184,428	91,450	98,271	79,100
Services & Charges:				
3020 Training/Seminars	24,967	27,500	25,000	27,900
4001 Office Equipment	-	-	255	-
4002 Machinery/Tools/Equipment	31,505	55,417	50,000	48,800
4003 Radios/Base Stations	34	-	-	-
4020 Motor Pool Lease Fees	299,283	396,428	396,428	431,148
4055 Computer Software	-	7,500	-	-
5001 Accounting	-	5,000	5,000	5,000
9997 Request for Special Programs	-	1,138	-	1,165
Services & Charges Subtotal	355,789	492,983	476,683	514,013
Capital Outlay:				
8021 Mach / Tools & Equipment	33,743	396,000	635,785	75,000
Capital Outlay Subtotal	33,743	396,000	635,785	75,000
Division Total	\$ 673,509	\$ 1,081,034	\$ 1,310,434	\$ 771,252

**City of La Porte, Texas
Emergency Medical Services - ESD
Detail of Expenditures**

034-5059-522

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Supplies:				
2003 Protective Clothing	\$ 17,182	\$ 20,000	\$ 20,000	\$ 20,000
2050 Safety	37,102	-	-	-
2090 Machinery/Tools/Equipment	-	-	6,787	-
2091 Office Furniture/Equipment	986	-	-	-
2093 Computer Equipment	3,000	-	-	-
Supplies Subtotal	<u>58,270</u>	<u>20,000</u>	<u>26,787</u>	<u>20,000</u>
Services & Charges:				
3020 Training/Seminars	15,692	15,380	15,380	15,380
4002 Machinery/Tools/Equipment	21,120	33,438	28,438	29,600
4011 Building	6,300	-	-	-
4020 Motor Pool: Lease Fees	95,241	147,430	147,430	163,956
Services & Charges Subtotal	<u>138,353</u>	<u>196,248</u>	<u>191,248</u>	<u>208,936</u>
Capital Outlay:				
8021 Mach/Tools & Equip	68,700	132,429	125,139	88,000
8050 Motor Vehicles	-	-	-	200,000
Capital Outlay Subtotal	<u>68,700</u>	<u>132,429</u>	<u>125,139</u>	<u>288,000</u>
Division Total	\$ 265,323	\$ 348,677	\$ 343,174	\$ 516,936



City of La Porte
Hotel/Motel Occupancy Tax Fund (037) Summary

<i>Beginning Fund Balance 9/30/15</i>		\$	997,841
Plus Estimated 15-16 Revenues			637,500
Less Estimated 15-16 Operating Expenditures	857,003		
Reserve for Mainstreet	25,632		
Total Expenditures & Commitments			882,635
<i>Estimated Fund Balance 9/30/16</i>			752,706
Plus 16-17 Revenues:			
Occupancy Tax	650,000		
Interest Income	1,500		
Total Revenue			651,500
<i>Equals Total Resources</i>			1,404,206
Less 16-17 Expenditures:			
Hotel / Motel Operations	836,241		
Total Expenditures			836,241
<i>Ending Fund Balance 9/30/17</i>		\$	567,965

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 637,500	\$ 651,500	
Expenditures & Commitments	882,635	836,241	
Revenues over Expenditures	\$ (245,135)	\$ (184,741)	

City of La Porte
Hotel/Motel Occupancy Tax Fund (037)
Statement of Revenues

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
405.03-00	Occupancy Taxes	\$ 701,619	\$ 650,000	\$ 635,000	\$ 650,000
Charges for Services Subtotal		<u>701,619</u>	<u>650,000</u>	<u>635,000</u>	<u>650,000</u>
Miscellaneous:					
410.01-00	Miscellaneous Revenue	9,225	-	-	-
Miscellaneous Subtotal		<u>9,225</u>	<u>-</u>	<u>-</u>	<u>-</u>
Administrative Transfers:					
480.01-01	Transfer from General Fund	2,550	-	-	-
Administrative Transfers Subtotal		<u>2,550</u>	<u>-</u>	<u>-</u>	<u>-</u>
Interest:					
483.01-00	Interest Income	3,467	1,500	2,500	1,500
Interest Subtotal		<u>3,467</u>	<u>1,500</u>	<u>2,500</u>	<u>1,500</u>
Total Hotel/Motel Tax Fund Revenues		\$ 716,861	\$ 651,500	\$ 637,500	\$ 651,500

Hotel/Motel Fund
Fiscal Year 2016-17

Hotel / Motel Operations

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 158,898	\$ 159,067	\$ 162,468	\$ 156,972	-1.32%
<i>Supplies</i>	16,723	25,150	25,185	46,500	84.89%
<i>Services & Charges</i>	610,291	606,479	669,350	632,769	4.33%
Division Total	\$ 785,912	\$ 790,696	\$ 857,003	\$ 836,241	5.76%

Scope of Services Summary

The Hotel/Motel fund is to be used for projects and activities that encourage visitors to come to the City of La Porte. These projects and activities include Main Street revitalization efforts, the creation, promotion, and sponsorship of festivals and events, print, Internet, and broadcast advertising, membership dues for the Bay Area Houston Convention & Visitors Bureau, directional and historical signage, and projects that enhance the City's image to out of town guests.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Economic Development Coordinator	0.50	0.25	0.25
Marketing Specialist	0.50	0.75	0.80
Secretary IV	0.25	0.25	0.25
Total	1.25	1.25	1.30

**City of La Porte, Texas
Hotel/Motel - Operations
Detail of Expenditures**

037-6063-565

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 63,695	\$ 84,465	\$ 83,047	\$ 83,159
1020 Overtime	53,789	33,300	33,300	33,300
1035 Longevity	132	132	66	147
1060 FICA	8,748	8,986	9,571	8,757
1065 Retirement	19,459	19,135	23,412	18,560
1080 Insurance - Medical	13,028	13,028	13,028	13,028
1081 Insurance - Life	47	21	44	21
Personal Services Subtotal	158,898	159,067	162,468	156,972
Supplies:				
2001 Office Supplies	-	200	200	250
2002 Postage	23	50	50	50
2015 Other Supplies	1,035	900	935	1,200
2075 Tourism Development	10,223	24,000	24,000	45,000
2076 City Maps	2,388	-	-	-
2090 Machinery/Tools/Equipment	3,054	-	-	0
Supplies Subtotal	16,723	25,150	25,185	46,500
Services & Charges:				
3001 Memberships & Subscriptions	1,940	1,425	1,489	2,000
3020 Training/Seminars	5,075	3,000	3,000	3,500
4001 Office Equipment	150	-	-	-
4055 Computer Software	600	1,400	1,400	1,400
4060 Technology Lease Fees	567	729	729	426
5001 Accounting	4,275	5,800	5,800	5,800
5007 Other Professional Service	45,000	-	-	-
6005 Advertising	64,261	45,000	45,000	55,000
6015 Community Festivals	106,844	84,000	84,000	90,000
6016 Chamber of Commerce	123,800	142,625	142,625	125,000
6030 Heritage Society - Joint Venture	14,159	15,000	15,000	15,000
9997 Request for Special Programs	11,120	250,000	250,000	277,143
9001 Admn Trans to Fund 001	57,500	57,500	57,500	57,500
9015 Admn Trans to Fund 015	175,000	-	62,807	-
Services & Charges Subtotal	610,291	606,479	669,350	632,769
Division Total	\$ 785,912	\$ 790,696	\$ 857,003	\$ 836,241

City of La Porte
La Porte Development Corporation (038) Fund Summary
(Section 4B Sales Tax)

<i>Beginning Fund Balance 9/30/15</i>		\$	4,516,912
Plus Estimated 15-16 Revenues			2,360,000
Less 15-16 Expenditures and Commitments			
Debt Payments	680,668		
Economic Development Operations	771,276		
Total Expenditures	1,451,944		1,451,944
<i>Estimated Fund Balance 9/30/16</i>			5,424,968
Plus 16-17 Revenues:			
1/2 Cent Sales Tax	2,212,500		
Interest Income	8,500		
Total Revenues	2,221,000		2,221,000
<i>Equals Total Resources</i>			7,645,968
Less 16-17 Expenditures:			
Economic Development Operations	600,234		
Debt Service Transfer *	685,247		
Transfer to General CIP Fund	750,000		
Total Expenditures	2,035,481		2,035,481
<i>Ending Fund Balance 9/30/17</i>		\$	5,610,487

	Estimated 2015-16	Projected 2016-17
Revenues	\$ 2,360,000	\$ 2,221,000
Expenditures & Commitments	1,451,944	2,035,481
Revenues over Expenditures	\$ 908,056	\$ 185,519

**Debt Service Payments for Library, Bay Area Boulevard & Canada Road and Ballfields.*

**City of La Porte
 La Porte Development Corporation Fund (038)
 Statement of Revenues**

Object	Description	Actual 2014-15	Budget 2015-16	Revised 2015-16	Projected 2016-17
Charges for Services:					
403.02-00	1/2 Cent Sales Tax	\$ 2,489,310	\$ 2,434,375	\$ 2,350,000	\$ 2,212,500
Charges for Services Subtotal		<u>2,489,310</u>	<u>2,434,375</u>	<u>2,350,000</u>	<u>2,212,500</u>
Administrative Transfers:					
480.01-01	Transfer from General Fund	-	-	-	-
480.01-15	Transfer from Fund 015	175,000	-	-	-
Administrative Transfers Subtotal		<u>175,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Interest:					
483.01-00	Interest Income	10,130	4,500	10,000	8,500
Interest Subtotal		<u>10,130</u>	<u>4,500</u>	<u>10,000</u>	<u>8,500</u>
Total La Porte Development Corp Fund Revenues		\$ 2,674,440	\$ 2,438,875	\$ 2,360,000	\$ 2,221,000

Economic Development Corporation
Fiscal Year 2016-17

Expenditure Summary

	<i>Actual</i> 2014-15	<i>Budget</i> 2015-16	<i>Estimated</i> 2015-16	<i>Requested</i> 2016-17	<i>Percent</i> <i>Change</i>
<i>Personal Services</i>	\$ 104,580	\$ 102,045	\$ 100,405	\$ 100,182	-1.83%
<i>Supplies</i>	1,589	3,200	2,700	2,200	-31.25%
<i>Services & Charges</i>	<u>1,337,246</u>	<u>1,056,898</u>	<u>973,839</u>	<u>1,933,099</u>	82.90%
Division Total	<u><u>\$1,443,415</u></u>	<u><u>\$1,162,143</u></u>	<u><u>\$1,076,944</u></u>	<u><u>\$2,035,481</u></u>	75.15%

Scope of Services Summary

The Economic Development Division works with the Economic Development Corporation Board to establish direction and policies related to economic development projects in the City. The Department and its activities are funded through the collection of a 1/2 cent sales tax, which must be spent on economic development projects related to capital investment, quality of life, recreation, and/or primary job creation. Past activities have included the re-nourishment of Sylvan Beach, the ball fields at Pecan Park, the Community Library, construction of Canada Road, Construction of Bay Area Blvd., the Sports Complex, and infrastructure improvements on Main Street.

In the upcoming FY 2015-16 we will continue to draw upon the \$250,000 that has been either rolled over from the past fiscal year or budgeted this year for enhancement grants for qualifying business City. We will also continue to work with our regional economic development partners on business retention and expansion programs, small business development, marketing efforts, workforce initiatives, transportation issues and quality of life issues. The Economic Development Coordinator will also serve as the Business Ombudsman for the City of La Porte, assisting new and existing businesses through the planning and zoning processes.

Personnel Position Roster

	Approved 2014-15	Approved 2015-16	Requested 2016-17
Economic Development Coordinator	0.50	0.75	0.75
Secretary IV	0.25	0.25	0.25
Total	<u>0.75</u>	<u>1.00</u>	<u>1.00</u>

**City of La Porte, Texas
Economic Development Corporation
Detail of Expenditures**

038-6030-565

	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Requested 2016-17
Personal Services:				
1010 Regular Earnings	\$ 75,827	\$ 73,008	\$ 71,877	\$ 72,689
1035 Longevity	129	66	132	180
1060 FICA	5,666	5,442	5,359	5,385
1065 Retirement	12,506	11,886	11,632	11,485
1080 Insurance - Medical	10,423	10,423	10,423	10,423
1081 Insurance - Life	29	20	32	20
1090 Other Benefits	-	1,200	950	-
Personal Services Subtotal	104,580	102,045	100,405	100,182
Supplies:				
2001 Office Supplies	79	200	200	200
2002 Postage	140	2,000	1,000	1,000
2015 Other Supplies	1,370	1,000	1,500	1,000
Supplies Subtotal	1,589	3,200	2,700	2,200
Services & Charges:				
3001 Memberships & Subscriptions	44,666	44,500	44,500	43,500
3020 Training/Seminars	8,556	13,500	6,441	4,500
5001 Accounting	5,000	5,000	5,000	5,000
5003 Legal	9,904	10,000	10,000	10,000
5007 Other Professional Services	6,305	28,000	28,000	16,500
6002 Printing & Reproduction	498	3,000	500	500
6005 Advertising	45,715	50,000	50,000	49,500
6040 Trade Shows	8,828	11,000	2,500	8,000
9997 Special Programs	123,957	103,561	38,561	360,352
9004 Adm Transfer to Fund 004	1,083,817	680,668	680,668	685,247
9015 Adm Transfer to Fund 015	-	107,669	107,669	750,000
Services & Charges Subtotal	1,337,246	1,056,898	973,839	1,933,099
Division Total	\$ 1,443,415	\$ 1,162,143	\$ 1,076,944	\$ 2,035,481

City of La Porte
General Capital Improvement Fund (015) Summary

<i>Beginning Fund Balance 9/30/15</i>		\$ 1,916,609
Plus Estimated 15-16 Revenues		
Transfer from General Fund	1,500,000	
Transfer from Hotel/Motel Fund	62,807	
Transfer from 4B Fund	107,669	
Interest Income	6,000	
Total Revenues		1,676,476
Less Estimated 15-16 Expenditures and Commitments		
Project Costs	2,556,548	
Total Expenditures and Commitments		2,556,548
<i>Estimated Fund Balance 9/30/16</i>		1,036,537
Plus 16-17 Revenues:		
Transfer from General Fund	1,350,000	
Transfer from EDC Fund	750,000	
Interest Income	5,000	
Total Revenues		2,105,000
<i>Equals Total Resources</i>		3,141,537
Less 16-17 Expenditures:		
Project Costs	2,808,950	
Contingency	100,000	
Total Expenditures		2,908,950
<i>Ending Fund Balance 9/30/17</i>		\$ 232,587

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 1,676,476	\$ 2,105,000	
Expenditures & Commitments	2,556,548	2,908,950	
Revenues over Expenditures	\$ (880,072)	\$ (803,950)	

The General Capital Improvement Fund is used to fund projects that benefit the City's overall operation. Projects expected to be accomplished are listed on the following pages.

Fund 015: General Fund CIP

Demolition of former Texas Parks and Wildlife Building

\$40,700

This project includes complete demolition of the former Texas parks and Wildlife building, located at the corner of Main Street and S. Broadway. The building roof is at a point where it cannot be patched anymore to repair roof leaks. The cost to repair the roof and all damage inside the building exceeds the cost to demolish the building and prepare the site for a new facility (a new restroom and pavilion). Funding includes cost for asbestos abatement, building demolition, and concrete removal. This project was previewed by the Council at the Pre-Budget Retreat in April 2016.

Future Operating Impact: None.

Glen Meadows Park Shade Structure

\$22,150

This project includes installation of a new 30' x 30' fabric shade structure on a cement pad, plus picnic tables (1 of which is wheelchair accessible), two garbage cans, and one grill to the location. This project was previewed by the Council at the Pre-Budget Retreat in April 2016.

Future Operating Impact: Minimal impact to the budget. The life of the shade structure and support poles is 10 years.

Original City Hall Renovations

\$29,100

This project includes renovation of the flooring, lighting, and painting for the Original City Hall Building, located at 111 S. 2nd Street. This building has been recently utilized as a meeting place for small town hall meetings, as well as a staff and entertainment area during special events. These smaller renovations will make a big difference in the appearance and utilization of the facility. This project was previewed by the Council at the Pre-Budget Retreat in April 2016.

Future Operating Impact: Minimal impact to the budget.

City Hall Renovations

\$70,000

In March 2013, a security assessment was completed by the La Porte Police Department at City Hall. At that time, \$20,000 was originally budgeted to address some of the security deficiencies that were identified by the assessment. Initial plans were to secure and relocate the Inspections customer service counter to the front lobby. After engaging an architect to provide plans for this relocation, it became clear that additional changes were necessary. The project scope allows the City to enhance the customer service experience by consolidating all customer related services in the front lobby, allows staff to be more secure, and provides for relocation of staff that are currently working in remote City facilities. The additional funding requested for the FY17 budget will be added to those that have been previously allocated and the City's General Fund contingency account.

Future Operating Impact: None. The building footprint remains unchanged.

Parking Lot Resurfacing at Lomax Park

\$120,000

This project includes complete resurfacing of the parking area located on the east side of the arena (approximately 58,000 square feet). The current condition of the lot is in very poor shape.

Future Operating Impact: Minimal.

Park Replacement

\$100,000

This project will fund the replacement of playground equipment at Tom Brown Park and Lomax Park.

Future Operating Impact: None.

Restroom/Pavilion at Five Points

\$400,000

This project will fund the installation of a covered, open-air outdoor pavilion and a restroom facility. The restroom facility will serve the park during smaller recurring events such as Movie in the Park and Sip and Stroll (larger events will supplement the restrooms available with portable units). The pavilion will serve as an additional community amenity that can be used for rentals and also can be used by the City for additional outdoor programming. This project is funded by the La Porte Development Corporation.

Future Operating Impact: The pavilion will have both electrical and water/sewer service that will incur monthly recurring charges. However, the anticipated utilization is not expected to be much more than what is currently being utilized at this site today.

Parking Spaces at Pecan Park

\$350,000

This project includes the installation of 123 additional parking spaces at Pecan Park. Parking has consistently been an issue that the City has heard related to the utilization of Pecan Park. The proposed spaces will be located as both infill spaces and in locations that were currently underutilized. This project was funded by the La Porte Development Corporation.

Future Operating Impact: Minimal.

Police Department HVAC Replacement
\$150,000

This project funds the replacement of the HVAC system at the Police Department building. While the facility itself is not very old, the HVAC unit has consistently been unreliable and outages are increasing in frequency. This has presented a very critical issue, as many of the City's essential technology infrastructure is housed at this location. Continued outages can not only severely disrupt needed Police and dispatch services, but they put over \$500,000 in IT equipment at risk of overheating. The design of the project to refresh the City's network infrastructure is predicated on having a building HVAC system that is reliable, as all venting for the IT NOC (network operation center) vents to the building plenum.

Future Operating Impact: The new design should improve uptime and reliability for the building. Potential savings related to improved efficiency are unknown until there is enough time to gauge actual utilization.

Golf Maintenance Building Improvements
\$27,000

This project will fund the replacement of the maintenance barn walls/roof and replacement of base plates/doors. The proposed components for replacement are approximately 25 years old. The total cost of the project is \$45,000. However, savings from the FY16 project to re-skin the cart barn yielded substantial savings, which will be incorporated into the Maintenance Barn project.

Future Operating Impact: None.

Fairmont Parkway Signalization Project
\$1,500,000

This project includes the City's share of a joint effort with Harris County to completely re-design and re-configure the traffic signals along Fairmont Parkway. The limits of the project are 7th Street to the western City limits along Fairmont Parkway. The signals will be replaced, re-programmed, and some intersections will be re-configured to allow for better traffic flow today and in the future once Fairmont Parkway is widened. The total project budget is \$5.5 million.

Future Operating Impact: None. All signals are owned and operated by Harris County.

Contingency
\$100,000

This amount is provided to ensure adequate funds in the event that project bids come in higher than expected or if there are necessary projects that are unforeseen at the time of budget adoption.

City of La Porte
Utility Capital Improvement Fund (003) Summary

<i>Beginning Fund Balance 9/30/15</i>	\$	2,270,449
Plus Estimated 15-16 Revenues		146,500
Less Estimated 15-16 Expenditures and Commitments		2,048,348
<i>Estimated Fund Balance 9/30/16</i>		368,601
Plus 16-17 Revenues:		
Transfer/Loan from General Fund		2,000,000
Water Front Foot Fees		50,000
Sewer Front Fees		70,000
Interest Income		3,000
Total Revenues		2,123,000
<i>Equals Total Resources</i>		2,491,601
Less 16-17 Expenditures:		
Project Costs		750,000
Contingency		40,000
Total Expenses		790,000
<i>Ending Fund Balance 9/30/17</i>	\$	1,701,601

	Estimated 2015-16	Projected 2016-17
Revenues	\$ 146,500	\$ 2,123,000
Expenditures & Commitments	2,048,348	790,000
Revenues over Expenditures	\$ (1,901,848)	\$ 1,333,000

The Utility Capital Improvement Fund is used to fund projects that benefit the City Water and Wastewater system. Projects expected to be accomplished are listed on the following pages.

Fund 003: Utility CIP Fund

Bayshore Park Subdivision (Seabreeze and Park Streets) water and sewer relocation

\$250,000

This project includes relocation of the water and sewer lines from the rear alleys to the front. The current utilities are steel pipe and are inaccessible for maintenance purposes.

Future Operating Impact:

In House Water Line Replacement

\$45,000

This project funds the replacement of small steel lines in the alleys of La Porte where numerous leaks and failures continue to occur.

Future Operating Impact: None.

Valve Replacement Program (in-house)

\$25,000

This project funds materials cost for city crews to replace non-functioning water valves.

Return Activated Sludge Pump Replacement

\$50,000

This project includes replacement of the return activated sludge pump at the Waste Water Treatment Plant. The existing pumps are approximately 14 years old and they pump heavy grit and sludge at the plant. This is a planned two-year replacement, with one pump being replaced in FY17 and the second one in FY18.

Future Operating Impact: None.

Lift Station Improvements

\$35,000

This project will fund general repairs to the City's various lift stations. Improvements may include replacing and repairing pumps, piping, and control panels.

Future Operating Impact: Minimal, if at all

Commercial Water Meter Replacement

\$50,000

This project funds the replacement of commercial water meters.

Future Operating Impact: Maintains revenue collection

Clarifier Drive Replacement

\$100,000

This is the final year of replacement for the Waste Water Treatment Plant's four clarifier drives. These drives rotate the "arms" that rake the settled activated sludge into the center of the clarifier cone to return or waste. The existing drives are end of life.

Future Operating Impact: None

Design S. Broadway Sanitary Sewer Replacement

\$60,000

This project funds the replacement of approximately 1,000 feet of sanitary sewer line starting at McCabe Road and heading north that has become exposed over time. The new design will lower the line to maintain adequate clearance underground. Once design has been completed, staff will request the construction budget in the FY18 budget.

Future Operating Impact: None.

Digester Aeration Piping Replacement

\$135,000

This project includes replacement of the piping from the digester to eliminate potential backflow of sludge into the blowers at the Waste Water Treatment Plant.

Future Operating Impact: Reduce potential costly repairs and downtime if sludge backflows into blowers.

Contingency

\$40,000

This amount is provided to ensure adequate funds in the event that project bids come in higher than expected or if there are necessary projects that are unforeseen at the time of budget adoption.



**City of La Porte
Airport Fund (010) Summary**

<i>Working Capital 9/30/15</i>	\$	363,636
Plus Estimated 15-16 Revenues		61,000
Less Estimated 15-16 Expenses		64,398
<i>Equals Estimated Working Capital 9/30/16</i>		360,238
Plus 16-17 Revenues:		
Charges for Services		60,000
Interest Income		1,000
Total Revenues		61,000
<i>Equals Total Resources</i>		421,238
Less 16-17 Expenses:		
Airport Operations		129,273
Airport CIP		80,000
Total Expenses		209,273
<i>Equals Estimated Working Capital 9/30/17</i>	\$	211,965

	Estimated 2015-16	Projected 2016-17
Revenues	\$ 61,000	\$ 61,000
Expenses & Commitments	64,398	209,273
Revenues over Expenses	\$ (3,398)	\$ (148,273)

Targeted working capital - 60 to 90 days

Estimated working capital - 370 days

Goal: \$51,602

1 Day = \$573

Fund 010: Airport Fund

AWOS IV

\$50,000

This project includes installation of an Automated Weather Observing System (AWOS) at the La Porte Airport. Currently, the airport does not have an AWOS and the Field Based Operators have requested that the City consider installing one. The AWOS provides real-time weather information to pilots. The AWOS IV would provide basic weather information such as barometric pressure, wind speed, wind gusts and also very specific information like thunderstorm detection, precipitation, and sky conditions. The total cost of the project is estimated at \$200,000. However, the project is grant funded and the City's share of the project is 25%. The remainder of this funding is located in Fund 032.

Runway, Taxi, Tie Down Rehabilitation Design

\$30,000

This project includes design for the rehabilitation of the Airport runways, taxiways, and tie downs. The condition of the runways is fair. However, with pro-active maintenance, the extremely high cost to completely pull out existing material and replace can be avoided. The total project budget is \$300,000. However, the project is grant funded and the City's share is 10%. The remainder of the funding is located in Fund 032.

Future Operating Impact: Completing rehabilitation in the next few years will help the City avoid a very costly complete reconstruction of the runways, taxiways, etc in the future.

**City of La Porte
Sewer Rehabilitation Fund (018) Summary**

<i>Beginning Fund Balance 9/30/15</i>	\$	182,758
Plus Estimated 15-16 Revenues		301,000
Less Estimated 15-16 Expenditures and Commitments		350,000
<i>Estimated Fund Balance 9/30/16</i>		133,758
Plus 16-17 Revenues:		
Transfer from Utility Fund		300,000
Interest Income		1,000
Total Revenues		301,000
<i>Equals Total Resources</i>		434,758
Less 16-17 Expenditures:		
Project Costs		350,000
Total Expenditures		350,000
<i>Ending Fund Balance 9/30/17</i>	\$	84,758

	Estimated 2015-16	Projected 2016-17
Revenues	\$ 301,000	\$ 301,000
Expenditures & Commitments	350,000	350,000
Revenues over Expenditures	\$ (49,000)	\$ (49,000)

The Sewer Rehabilitation Capital Improvement Fund is used to fund projects that specifically relate to the Sewage Collection System. Past Projects include emphasis on inflow and infiltration into the collection system.

Fund 018: Sewer Rehabilitation CIP

Sanitary Sewer Rehabilitation

\$350,000

Public Works Department will perform in-house rehabilitation of sewers by slipline, point repairs, manhole sealing, smoke testing, and TV inspection. This program is mandated by the Texas Commission on Environmental Quality.

Future Operating Impact: None.

**City of La Porte
Drainage Improvement Fund (019) Summary**

<i>Beginning Fund Balance 9/30/15</i>	\$	758,015
Plus Estimated 15-16 Revenues		272,200
Less Estimated 15-16 Expenditures and Commitments		583,493
<i>Estimated Fund Balance 9/30/16</i>		446,722
Plus 16-17 Revenues:		
Drainage Fees	270,000	
Interest Income	2,000	
Total Revenues		272,000
<i>Equals Total Resources</i>		718,722
Less 16-17 Expenditures:		
Drainage Improvements	365,000	
Total Expenditures		365,000
<i>Ending Fund Balance 9/30/17</i>	\$	353,722

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 272,200	\$ 272,000	
Expenditures & Commitments	583,493	365,000	
Revenues over Expenditures	\$ (311,293)	\$ (93,000)	

The Drainage Improvement Fund is used to fund projects that specifically relate to drainage maintenance and improvements.

Fund 019: Drainage Fund

TV Inspection of Storm Sewer System

\$20,000

This project will fund the continuation of a program initiated in mid-FY 13. The goal is to inspect and video the entire city storm sewer system over a 5-year timeframe. The funding is to be utilized for contract inspection and video.

Future Operating Impact: None.

Drainage Study at the Airport

\$15,000

This project funds the completion of a drainage study at the La Porte Airport. Drainage was one of the primary concerns expressed at the SWOT meetings for the Airport Study. The total project budget for the study is \$150,000. However, the project is grant funded and the City's share is 10%. The remainder of the funding is located in Fund 032.

Future Operating Impact: None.

Browning and Golden Drainage Improvements

\$330,000

This project includes installation of drainage improvements in this Lomax neighborhood. The area has experienced repetitive losses and these improvements will help alleviate structure and street flooding in the neighborhood.

Future Operating Impact: None.

**City of La Porte
Street Maintenance Fund (033) Summary**

<i>Beginning Fund Balance 9/30/15</i>		\$ 1,498,247
Plus Estimated 15-16 Revenues		1,180,500
Less Estimated 15-16 Expenditures		<u>1,996,596</u>
<i>Estimated Fund Balance 9/30/16</i>		682,151
Plus 16-17 Revenues:		
Sales Tax	1,106,250	
Interest Income	<u>2,500</u>	
Total Revenues		<u>1,108,750</u>
<i>Equals Total Resources</i>		1,790,901
Less 16-17 Expenditures:		
Street Maintenance Projects	<u>1,605,313</u>	
Total Expenditures		<u>1,605,313</u>
<i>Ending Fund Balance 9/30/17</i>		\$ 185,588

	Estimated 2015-16	Projected 2016-17
Revenues	\$ 1,180,500	\$ 1,108,750
Expenditures	<u>1,996,596</u>	<u>1,605,313</u>
Revenues over Expenditures	\$ (816,096)	\$ (496,563)

Fund 033: Street CIP Fund

Street Inspection Rating Update

\$28,000

This project will fund an update to the street condition rating assessment that was completed in 2012-13.

Future Operating Impact: None.

Handicap Ramp and Sidewalk Replacement

\$300,000

This project will fund the replacement of sidewalks and installation of handicap ramps throughout the City. This funding has been increased from previous years to allow the City to address more areas of need per year.

Future Operating Impact: Minimal

Asphalt Street Surfacing

\$700,000

This project funds the annual program to resurface streets throughout the City with asphalt.

Future Operating Impact: Minimal

Concrete Repair (Small Sections)

\$200,000

This project includes funding for concrete repair on small sections of streets.

Future Operating Impact: None.

Concrete Repair (Slab Jacking)
\$40,000

This annual program includes slab jacking locations where settling has occurred on roadway slab sections at locations throughout the City.

Future Operating Impact: None.

Street repair Material (in-house)
\$50,000

This project funds the purchase of materials for repairs that are completed by in-house street crews.

Future Operating Impact: none.

Pinebluff Subdivision Improvements
\$207,313

This project includes pavement replacement and drainage improvements for the subdivision. The total project budget is \$2,000,000 with supplemental funding included in Fund 051 in the amount of \$1,792,687

Future Operating Impact: None.

Streets / Drainage Contingency
\$80,000

This line item has been placed in the budget to accommodate unforeseen costs associated with street and drainage projects and issues.

City of La Porte
2010 Certificates of Obligation Bond Fund (50) Summary

Beginning Fund Balance 9/30/15		\$	1,349,657
Plus Estimated 15-16 Revenues			
Interest Income	-		
Total Revenues	-		-
Less 15-16 Expenditures and Commitments			
Drainage Improvements	1,349,657		
Total Expenditures & Commitments	1,349,657		1,349,657
Estimated Fund Balance 9/30/16			-
Plus 16-17 Revenues:			
Interest Income	-		
	-		-
Equals Total Resources			-
Less 16-17 Expenditures and Commitments			
Capital Projects	-		
	-		
Total Expenditures			-
Ending Fund Balance 9/30/17		\$	-

		Estimated 2015-16		Projected 2016-17
Revenues	\$	-	\$	-
Expenditures & Commitments		1,349,657		-
Revenues over Expenditures	\$	(1,349,657)	\$	-

2010 Certificates of Obligation Bonds issued for Drainage Improvements.

City of La Porte
2015 Certificates of Obligation Bond Fund (51) Summary

Beginning Fund Balance 9/30/15		\$	8,000,000
Plus 15-16 Revenues:			
Bond Proceeds	-		
Total Revenues	-		-
Less 15-16 Expenditures and Commitments			
Projects	4,772,313		
Total Expenditures & Commitments	4,772,313		4,772,313
Estimated Fund Balance 9/30/16			3,227,687
Plus 16-17 Revenues:			
Interest Income	-		
	-		-
Equals Total Resources			3,227,687
Less 16-17 Expenditures and Commitments			
New Projects	3,227,687		
Total Expenditures	3,227,687		3,227,687
Ending Fund Balance 9/30/17		\$	-

	Estimated 2015-16	Projected 2016-17
Revenues	\$ -	\$ -
Expenditures & Commitments	4,772,313	3,227,687
Revenues over Expenditures	\$ (4,772,313)	\$ (3,227,687)

Fund 051: Infrastructure Bond Fund

Pinebluff Subdivision Improvements

\$1,792,687

This project includes pavement replacement and drainage improvements for the subdivision. The total project budget is \$2,000,000 with supplemental funding included in Fund 033 in the amount of \$207,313.

Future Operating Impact: None.

Coupland Drive Improvements

\$1,110,000

This project includes funding to replace pavement and install drainage improvement along Coupland Drive.

Future Operating Impact: None.

Design for Drainage Improvements (6th Street/N Madison and W. Main)

\$150,000

Currently, the drainage structures serving this area are approximately 60 years old. This project will fund a preliminary engineering report for future improvements to enhance drainage.

Future Operating Impact: None.

Design Somerton Improvements

\$150,000

This project funds design services for the future replacement of water line and street improvement on Somerton from Bandridge to Spencer Highway. Once design is completed, staff will include the construction budget in the FY18 CIP for council consideration.

Future Operating Impact: None.

Contingency

\$25,000

This amount is provided to ensure adequate funds in the event that project bids come in higher than expected or if there are necessary projects that are unforeseen at the time of budget adoption.

**City of La Porte
General Debt Service Fund (004) Summary**

<i>Beginning Fund Balance 9/30/15</i>	\$	3,160,751
Plus Estimated 15-16 Revenues		4,299,455
Less Estimated 15-16 Expenditures		4,278,023
<i>Estimated Fund Balance 9/30/16</i>		3,182,183
Plus 16-17 Revenues:		
General Property Taxes - Current	2,900,000	
General Property Taxes - Delinquent	32,500	
Transfer from Utility Fund	689,984	
Transfer from Section 4B	685,247	
Interest Income	3,000	
Total Revenues		4,310,731
<i>Equals Total Resources</i>		7,492,914
Less 16-17 Expenditures:		
2005 General Obligation Bonds	408,250	
2005 Certificates of Obligation	91,856	
2006 General Obligation Bonds	322,875	
2006 Certificates of Obligation	74,305	
2010 General Obligation Refunding Bonds	518,138	
2010 Certificates of Obligation	548,369	
2012 GO Refunding Bonds	340,100	
2014 GO Refunding Bonds	631,400	
2015 Certificates of Obligation	544,263	
2016 General Obligation Refunding Bonds	434,150	
Total Expenditures		3,913,706
<i>Ending Fund Balance 9/30/17</i>	\$	3,579,208

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ 4,299,455	\$ 4,310,731	
Expenditures	4,278,023	3,913,706	
Revenues over Expenditures	\$ 21,432	\$ 397,025	

City of La Porte
Utility Debt Service Fund (007) Summary

<i>Beginning Fund Balance 9/30/15</i>	\$	291,157
Plus Estimated 15-16 Revenues		381
Less Estimated 15-16 Expenditures		<u>267,409</u>
<i>Estimated Fund Balance 9/30/16</i>		24,129
Plus 16-17 Revenues:		
Interest Income		<u>-</u>
Total Revenues		<u>-</u>
<i>Equals Total Resources</i>		24,129
Less 16-17 Expenditures:		
2006 Private Placement Bonds		<u>-</u>
Total Expenditures		<u>-</u>
<i>Ending Fund Balance 9/30/17</i>	\$	24,129

	Estimated 2015-16	Projected 2016-17
Revenues	\$ 381	\$ -
Expenditures	<u>267,409</u>	<u>-</u>
Revenues over Expenditures	\$ (267,028)	\$ -

City of La Porte
La Porte Area Water Authority Debt Service Fund (017) Summary

<i>Beginning Fund Balance 9/30/15</i>		\$	-
Plus Estimated 15-16 Revenues			-
Less Estimated 15-16 Expenditures			<u>692,850</u>
<i>Estimated Fund Balance 9/30/16</i>			(692,850)
Plus 16-17 Revenues:			
Billings to Cities		<u>-</u>	
Total Revenues			<u>-</u>
<i>Equals Total Resources</i>			(692,850)
Less 16-17 Expenditures:			
2010 Refunding Bonds		<u>326,400</u>	
Total Expenditures			<u>326,400</u>
<i>Ending Fund Balance 9/30/17</i>		\$	(1,019,250)

	Estimated 2015-16	Projected 2016-17	
Revenues	\$ -	\$ -	
Expenditures	692,850	326,400	
Utilization of LPAWA Fund Balance	<u>692,850</u>	<u>326,400</u>	
Revenues over Expenditures	\$ -	\$ -	



Long Range Service Plan
For the
General Debt Service Fund
Utility Debt Service Fund
and the
La Porte Area Water Authority Debt Service Fund

Prepared July 24, 2016

City of La Porte, Texas

Corby Alexander
City Manager

Michael Dolby
Director of Finance



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- Long Range Forecast

La Porte Area Water Authority

- Long Range Forecast
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Note to the Reader

This report contains the long range (next eight years) forecast of the activities of the Debt Service Funds of the City of La Porte. The City currently has three major categories of Debt Service Funds. They are:

General Debt Service Fund - used to account for debts, primarily General Obligation Bonds, which are backed by the full faith and credit of the City of La Porte. In 1999, the voters approved a Section 4B ½ Cent Sales Tax. The City has issued Certificates of Obligations to fund approved projects and retire the debt using the proceeds of the sales tax.

Utility Debt Service Fund - used to account for debts, primarily Revenue Bonds that are backed by the revenues of the City of La Porte Water/ Wastewater operation.

La Porte Area Water Authority Debt Service Fund - used to account for debts issued by the La Porte Area Water Authority in its mission to provide surface water to the City. The City is responsible for approximately 85.6% of the debt and it is funded from the Utility Fund.

A summary of existing debt payments for the next eight years is:

Year	<u>General</u>	<u>Utility</u>	<u>Authority</u>	<u>Total</u>
2016-17	3,913,706	-	326,400	4,240,106
2017-18	3,913,104	-	-	3,913,104
2018-19	4,120,863	-	-	4,120,863
2019-20	4,044,507	-	-	4,044,507
2020-21	3,778,057	-	-	3,778,057
2021-22	3,770,044	-	-	3,770,044
2022-23	3,759,776	-	-	3,759,776
2023-24	3,748,479	-	-	3,748,479

A summary of existing and potential debt payments for the next eight years is:

Year	<u>General</u>	<u>Utility</u>	<u>Authority</u>	<u>Total</u>
2016-17	3,913,706	-	326,400	4,240,106
2017-18	3,913,104	-	-	3,913,104
2018-19	4,120,863	-	-	4,120,863
2019-20	4,044,507	-	-	4,044,507
2020-21	3,778,057	-	-	3,778,057
2021-22	3,770,044	-	-	3,770,044
2022-23	3,759,776	-	-	3,759,776
2023-24	3,748,479	-	-	3,748,479

General Debt Service Fund

GENERAL DEBT SERVICE FUND

This fund accounts for General Obligation Bond Debt which are primarily funded from Tax Revenues and for Certificates of Obligations which are primarily funded from Sales Tax Revenues.

The following pages outline a financial plan for the servicing and retirement of General Debt for the City of La Porte for the next eight fiscal years.

In discussions relating to the Debt Service Fund, the terms Fund Balance and Working Capital are construed to have the same meaning, which is, funds available to retire debt.

The Debt Service Fund is to maintain a minimum Working Capital Balance of 60 days of debt requirements. This cushion is desired in the event a problem exists with the tax roll that requires a late mailing of tax bills.

The assumptions included in the projection are:

1. A tax rate for all years is 10.5 cents per \$100 valuation,
2. Interest will be earned at an average rate of less than 1%,
3. The estimated taxable value of the City will increase by 2% each year,

Note: As of July 22, 2010, the balance of the 1985 and 2002 bond elections is as follows (amounts in thousands):

		Amount Voted	Amount Issued	Amount Remaining	
1985 Election	Street Improvements	\$ 2,500	\$ 2,000	\$ 500	(a)
	Sanitary Land Fill	4,000	2,500	1,500	(a)
2002 Election	Baseball Complex & Park Improvements	3,200	1,200	2,000	
	Police Station	7,700	7,700	0	
	Total	\$17,400	\$13,400	\$ 4,000	

(a) The City does not intend to issue the remainder of this authorization.

Computation of Legal Debt Margin

The City has no general obligation legal debt limit other than a ceiling on the tax rate as specified by the State of Texas. The prescribed maximum is \$2.50 per \$100 assessed valuation, calculated as follows:

Total assessed value		3,028,282,747
Times debt limit factor (\$2.50 per \$100)		<u>.025</u>
Equals debt limit		75,707,069
Less amount applicable to debt limit	22,815,000	
Plus funds accumulated for servicing of debt	<u>3,182,183</u>	
Equals remaining legal debt margin		56,074,252

This means the City could issue up to \$56,074,252 in debt and remain in compliance with State established Debt limits.

General Obligation Debt Per Capita

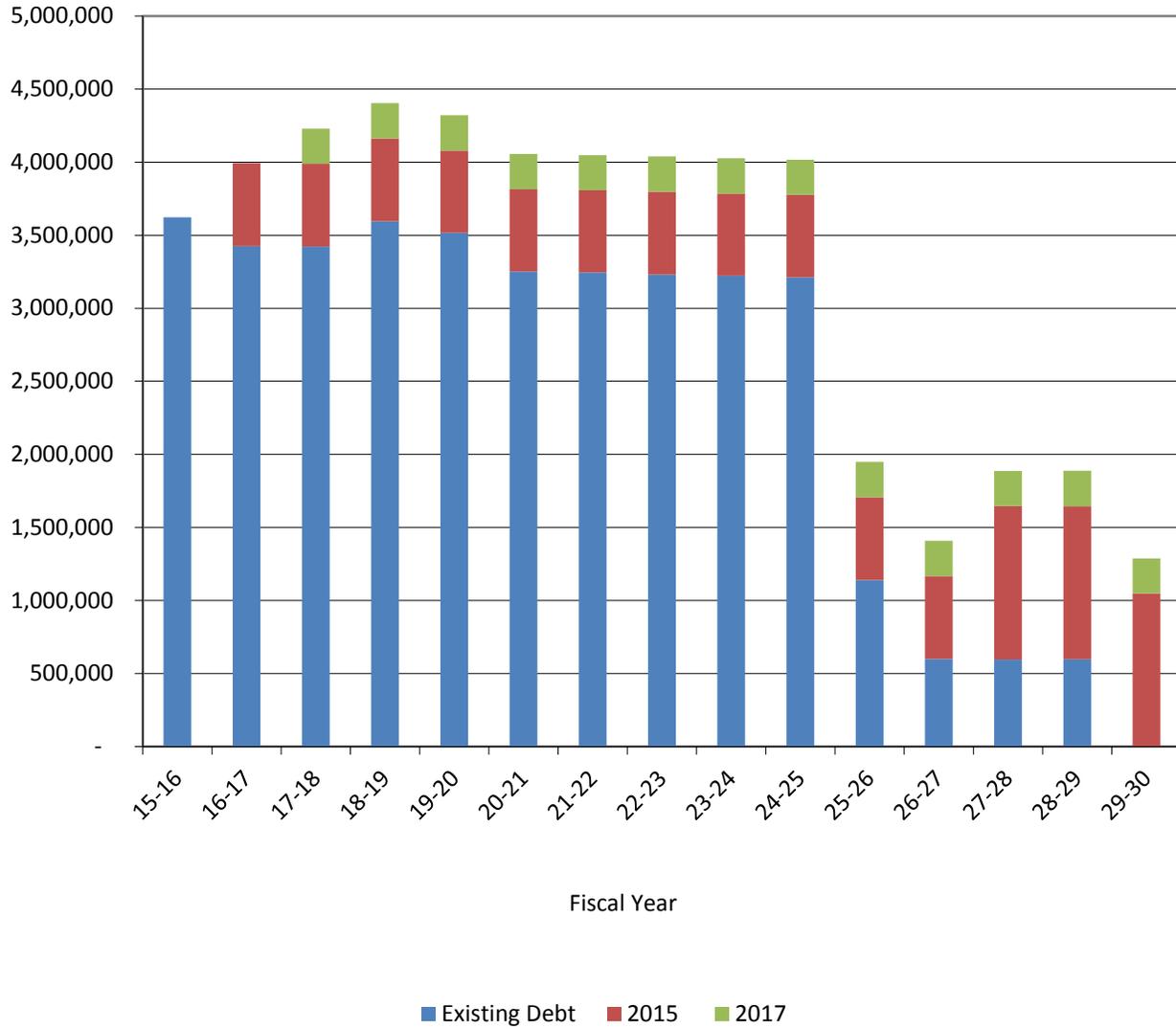
General Obligation debt per capita is calculated by dividing the amount of bonds outstanding by the population. A ten year history is shown below:

Year Ending September 30	G O Debt Outstanding	Population	Debt Per Capita
2007	16,930,000	34,825	486.15
2008	16,065,000	35,362	454.30
2009	15,190,000	35,518	427.67
2010	15,715,000	36,779	427.28
2011	14,720,000	33,800	435.50
2012	18,670,000	34,138	546.90
2013	17,550,000	35,280	497.45
2014	23,110,000	34,553	668.83
2015	21,220,000	34,813	609.54
2016	22,815,000	35,074	650.48

City of La Porte, Texas
Long Range Plan for the General Debt Service Fund

	Estimated 2015-16	Projected 2016-17	Projected 2017-18	Projected 2018-19	Projected 2019-20	Projected 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24
Beginning Working Capital	\$ 3,160,751	\$ 3,182,183	\$ 3,579,208	\$ 4,396,946	\$ 5,100,019	\$ 5,925,410	\$ 6,758,044	\$ 7,659,846	\$ 8,632,001
Plus Revenues:									
Property Taxes - Current	3,075,000	2,900,000	2,958,000	3,017,160	3,077,503	3,139,053	3,201,834	3,265,871	3,331,188
Property Taxes - Delinquent	35,000	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500
Transfer from Utility Fund	505,287	689,984	723,255	737,762	751,842	662,356	655,367	644,825	636,879
Transfer from Section 4B	680,668	685,247	1,014,012	1,033,362	1,004,822	773,470	778,752	785,255	788,000
Interest Income	3,500	3,000	3,075	3,152	3,231	3,311	3,394	3,479	3,566
Total Revenues	4,299,455	4,310,731	4,730,842	4,823,936	4,869,898	4,610,690	4,671,847	4,731,930	4,792,133
Less Outstanding Issues:									
2002 GO Bonds	275,805	-	-	-	-	-	-	-	-
2004 CO Bonds	-	-	-	-	-	-	-	-	-
2005 CO Bonds	95,569	91,856	-	-	-	-	-	-	-
2005 GO Bonds	404,338	408,250	-	-	-	-	-	-	-
2006 CO Bonds	322,875	322,875	-	-	-	-	-	-	-
2006 GO Bonds	72,365	74,305	71,435	-	-	-	-	-	-
2007 CO Bonds	488,233	-	-	-	-	-	-	-	-
2010 CO Bonds	549,619	548,369	549,769	548,669	546,969	549,569	547,331	545,088	546,591
2010 GO Refunding Bonds	537,163	518,138	498,113	476,531	331,500	-	-	-	-
2012 GO Refunding Bonds	341,340	340,100	714,700	987,650	978,875	1,542,300	1,531,350	1,529,350	1,516,300
2014 GO Refunding Bonds	534,850	631,400	1,097,725	1,470,700	1,545,875	1,046,300	1,053,175	1,044,225	1,046,925
2015 CO Bonds	568,539	544,263	543,913	543,263	547,238	545,838	544,138	547,063	544,613
2016 GO Refunding Bonds	87,327	434,150	437,450	94,050	94,050	94,050	94,050	94,050	94,050
Total Outstanding Issues	4,278,023	3,913,706	3,913,104	4,120,863	4,044,507	3,778,057	3,770,044	3,759,776	3,748,479
Total Outstanding	\$ 4,278,023	\$ 3,913,706	\$ 3,913,104	\$ 4,120,863	\$ 4,044,507	\$ 3,778,057	\$ 3,770,044	\$ 3,759,776	\$ 3,748,479
Ending Working Capital	\$ 3,182,183	\$ 3,579,208	\$ 4,396,946	\$ 5,100,019	\$ 5,925,410	\$ 6,758,044	\$ 7,659,846	\$ 8,632,001	\$ 9,675,656
Estimated Tax Rate	\$ 0.105	\$ 0.105	\$ 0.105	\$ 0.105	\$ 0.105	\$ 0.105	\$ 0.105	\$ 0.105	\$ 0.105
Days of Working Capital	272	334	410	452	535	653	742	838	942

General Debt Service - Annual Payments



\$3.25 million is projected to be issued in 2017. Additionally, the City is evaluating the possibility of refunding some of the existing debt issues.

**City of La Porte
Bond Maturity Schedule
Certificate of Obligation Bonds, Series 2005**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	<u>90,000.00</u>	4.13	<u>1,856.00</u>	<u>91,856.00</u>
Total	90,000.00		1,856.00	91,856.00

Issued for:

Fire Truck	750,000
Bayshore Water / Sewer Replacement	350,000
Various Other Water / Sewer Capital Projects	<u>700,000</u>
Total	1,800,000

**City of La Porte
Bond Maturity Schedule
General Obligation Bonds, Series 2005**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	<u>400,000.00</u>	4.13	<u>8,250.00</u>	<u>408,250.00</u>
Total	400,000.00		8,250.00	408,250.00

Issued for:

Police Facility	<u>7,675,000</u>
Total	7,675,000

**City of La Porte
Bond Maturity Schedule
Certificate of Obligation Bonds, Series 2006**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	<u>315,000.00</u>	5.00	<u>7,875.00</u>	<u>322,875.00</u>
Total	315,000.00		7,875.00	322,875.00

Issued for:

Police Facility	2,800,000
Sports Complex	2,000,000
TIRZ	650,000
Various Water & Sewer Projects	<u>350,000</u>
Total	5,800,000

**City of La Porte
Bond Maturity Schedule
General Obligation Bonds, Series 2006**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	70,000.00	4.100	4,305.00	74,305.00
2018	<u>70,000.00</u>	4.100	<u>1,435.00</u>	<u>71,435.00</u>
Total	140,000.00		5,740.00	145,740.00

Issued for:

Park Improvements	<u>1,200,000</u>
Total	1,200,000

**City of La Porte
Bond Maturity Schedule
Certificate of Obligation Bonds, Series 2010**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2016	370,000.00	3.000	179,618.76	549,618.76
2017	380,000.00	3.000	168,368.76	548,368.76
2018	395,000.00	4.000	154,768.76	549,768.76
2019	410,000.00	4.000	138,668.76	548,668.76
2020	425,000.00	4.000	121,968.76	546,968.76
2021	445,000.00	4.000	104,568.76	549,568.76
2022	460,000.00	3.625	87,331.26	547,331.26
2023	475,000.00	3.750	70,087.51	545,087.51
2024	495,000.00	3.875	51,590.63	546,590.63
2025	515,000.00	4.000	31,700.00	546,700.00
2026	<u>535,000.00</u>	4.000	<u>10,700.00</u>	<u>545,700.00</u>
Total	4,905,000.00		1,119,371.96	6,024,371.96

Issued for drainage improvements.

City of La Porte
Bond Maturity Schedule
General Obligation Refunding Bonds, Series 2010

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	465,000.00	3.000	53,137.50	518,137.50
2018	460,000.00	3.500	38,112.50	498,112.50
2019	455,000.00	3.750	21,531.25	476,531.25
2020	<u>325,000.00</u>	4.000	<u>6,500.00</u>	<u>331,500.00</u>
Total	1,705,000.00		119,281.25	1,824,281.25

Used to refund a portion of the following issues:

- 1998 General Obligation Bonds
- 2000 General Obligation Bonds
- 2000 Certificates of Obligation Bonds

**City of La Porte
Bond Maturity Schedule
General Obligation Refunding Bonds, Series 2012**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	80,000.00	2.000	260,100.00	340,100.00
2018	460,000.00	2.000	254,700.00	714,700.00
2019	745,000.00	2.000	242,650.00	987,650.00
2020	755,000.00	3.000	223,875.00	978,875.00
2021	1,350,000.00	3.000	192,300.00	1,542,300.00
2022	1,380,000.00	3.000	151,350.00	1,531,350.00
2023	1,420,000.00	3.000	109,350.00	1,529,350.00
2024	1,450,000.00	3.000	66,300.00	1,516,300.00
2025	<u>1,485,000.00</u>	3.000	<u>22,275.00</u>	<u>1,507,275.00</u>
Total	9,125,000.00		1,522,900.00	10,647,900.00

Used to refund a portion of the following issues:

- 2002 Limited Tax Bonds
- 2004 Certificates of Obligation Bonds
- 2005 Certificates of Obligation Bonds
- 2005 General Obligation Bonds

**City of La Porte
Bond Maturity Schedule
General Obligation Refunding Bonds, Series 2014**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	380,000.00	2.000	251,400.00	631,400.00
2018	865,000.00	2.000	232,725.00	1,097,725.00
2019	1,270,000.00	2.000	200,700.00	1,470,700.00
2020	1,385,000.00	3.000	160,875.00	1,545,875.00
2021	920,000.00	3.000	126,300.00	1,046,300.00
2022	955,000.00	3.000	98,175.00	1,053,175.00
2023	975,000.00	3.000	69,225.00	1,044,225.00
2024	1,010,000.00	3.000	36,925.00	1,046,925.00
2025	<u>550,000.00</u>	3.000	<u>9,625.00</u>	<u>559,625.00</u>
Total	8,310,000.00		1,185,950.00	9,495,950.00

Used to refund a portion of the following issues:

- 2002 Limited Tax Bonds
- 2004 Certificates of Obligation Bonds
- 2005 Certificates of Obligation Bonds
- 2005 General Obligation Bonds
- 2006 General Obligation Bonds
- 2006 Certificates of Obligation Bonds
- 2007 Certificates of Obligation Bonds

**City of La Porte
Bond Maturity Schedule
Proposed Issue
Certificate of Obligation Bonds, Series 2015**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	340,000.00	2.000	204,262.00	544,262.00
2018	350,000.00	2.000	193,912.00	543,912.00
2019	360,000.00	3.000	183,262.00	543,262.00
2020	375,000.00	3.000	172,237.00	547,237.00
2021	385,000.00	3.000	160,837.00	545,837.00
2022	395,000.00	3.500	149,137.00	544,137.00
2023	410,000.00	3.500	137,062.00	547,062.00
2024	420,000.00	3.500	124,612.00	544,612.00
2025	435,000.00	3.500	111,787.00	546,787.00
2026	445,000.00	4.000	100,256.00	545,256.00
2027	905,000.00	4.000	83,938.00	988,938.00
2028	925,000.00	4.000	61,063.00	986,063.00
2029	950,000.00	4.000	35,250.00	985,250.00
2030	<u>700,000.00</u>	4.000	<u>10,500.00</u>	<u>710,500.00</u>
Total	7,395,000.00		1,728,115.00	9,123,115.00

Issued for utility improvements.

**City of La Porte
Bond Maturity Schedule
General Obligation Refunding Bonds, Series 2016**

Fiscal Year	Principal	Interest Rate	Interest Total	Total Debt Requirements
2017	330,000.00	2.00	104,150.00	434,150.00
2018	340,000.00	2.00	97,450.00	437,450.00
2019	-	2.00	94,050.00	94,050.00
2020	-	2.00	94,050.00	94,050.00
2021	-	2.00	94,050.00	94,050.00
2022	-	2.00	94,050.00	94,050.00
2023	-	2.00	94,050.00	94,050.00
2024	-	2.00	94,050.00	94,050.00
2025	455,000.00	3.00	87,225.00	542,225.00
2026	470,000.00	4.00	71,000.00	541,000.00
2027	495,000.00	4.00	51,700.00	546,700.00
2028	510,000.00	4.00	31,600.00	541,600.00
2029	<u>535,000.00</u>	4.00	<u>10,700.00</u>	<u>545,700.00</u>
Total	3,135,000.00		1,018,125.00	4,153,125.00

Used to refund a portion of the following issues:

2007 Certificates of Obligation Bonds



Utility Debt Service Fund

UTILITY DEBT SERVICE FUND

This fund accounts for Revenue Bond Debt and is funded from Utility Fund Revenues.

The following pages outline a financial plan for the servicing and retirement of Utility Debt for the City of La Porte for the next eight fiscal years.

The objective is to provide a funding plan to service debt, which will minimize the impact of debt service requirements over the next eight years.

In discussions relating to the Debt Service Fund, the terms Fund Balance and Working Capital are construed to have the same meaning, which is, funds available to retire debt.

Our policy is for a Debt Service Fund to maintain a Working Capital Balance of 60 days of debt requirements. This cushion is desired in the event an unforeseen problem arises in the collection of revenues. In addition to this Working Capital cushion, there also exists in the Utility Fund a Reserve Amount, as required by the Bond Resolutions that could be used to service debt.

The assumptions included in the projection are:

1. Interest will be earned at an average rate of less than 1%,
2. All future bond issues for Utility Fund improvements will be General Obligation Issues.

City of La Porte, Texas
Long Range Plan for the Utility Debt Service Fund

	Estimated 2015-16	Projected 2016-17
Beginning Working Capital	\$ 291,157	\$ 24,129
Plus Revenues:		
Transfer from Utility Fund	-	-
Interest Income	381	-
Total Revenues	381	-
Less Outstanding Issues:		
2006 PPF Bonds	267,409	-
Total Outstanding Issues	267,409	-
Ending Working Capital	\$ 24,129	\$ 24,129
Days of Working Capital	33	



La Porte Area Water Authority Debt Service Fund

La Porte Area Water Authority Debt Service Fund

The La Porte Area Water Authority is a separate entity from the City of La Porte that was created by the State of Texas to provide surface water to the Cities of La Porte, Shoreacres and Morgan's Point. The City of La Porte exercises direct control over the Authority, uses 90% of the Authority's resources and accordingly, the Authority is considered a component unit of the City of La Porte.

The following pages outline a financial plan for the servicing and retirement of debt that was incurred to provide surface water.

The plan calls for revenues from the three Cities to remain level at approximately \$700,000 per year.

City of La Porte, Texas
Long Range Plan for the La Porte Area Water Authority
Debt Service Fund

	Estimated 2015-16	Projected 2016-17
Revenues:		
Billings to Cities	\$ -	\$ -
Total Revenues	-	-
Expenses:		
2010 Refunding Bonds	692,850	326,400
Total Expenses	692,850	326,400
Balance	\$ (692,850)	\$ (326,400)
Drawdown of LPAWA Fund Balance	\$ 692,850	\$ 326,400

**La Porte Area Water Authority
 Bond Maturity Schedule
 Contract Revenue Refunding Bonds, Series 2010
 Dated 5/13/2010 - 2.25% to 4.00% Varied Interest**

Fiscal Year	Principal March 15	Interest Rate	Interest Total	Total Debt Requirements
2017	<u>320,000.00</u>	4.00	<u>6,400.00</u>	<u>326,400.00</u>
Total	320,000.00		6,400.00	326,400.00

These bonds were used to refund the 1999 Refunding Bonds for the Authority.

The 1999 bonds were used to refund the 1988 Series I and 1998 Series II bonds for the Authority.

The Series I bonds were issued for purchase of an interest in the Southeast Water Purification Plant.

The Series II bonds were issued for Construction of Water Transmission Lines.

City of La Porte
La Porte Area Water Authority
Bond Maturity Schedule
Contract Revenue Refunding Bonds, Series 2010
Dated 5/13/2010 - 2.25% to 4.00% Varied Interest

Amount Applicable to La Porte

Fiscal Year	Principal March 15	Interest Rate	Interest Total	Total Debt Requirements
2017	<u>274,112.00</u>	4.00	<u>5,482.24</u>	<u>279,594.24</u>
Total	274,112.00		5,482.24	279,594.24

La Porte Area Water Authority
Bond Maturity Schedule
Contract Revenue Refunding Bonds, Series 2010
Dated 5/13/2010 - 2.25% to 4.00% Varied Interest

Amount Applicable to Morgan's Point

Fiscal Year	Principal March 15	Interest Rate	Interest Total	Total Debt Requirements
2017	<u>25,536.00</u>	4.00	<u>510.72</u>	<u>26,046.72</u>
Total	25,536.00		510.72	26,046.72

**La Porte Area Water Authority
 Bond Maturity Schedule
 Contract Revenue Refunding Bonds, Series 2010
 Dated 5/13/2010 - 2.25% to 4.00% Varied Interest**

Amount Applicable to Shoreacres

Fiscal Year	Principal March 15	Interest Rate	Interest Total	Total Debt Requirements
2017	<u>20,352.00</u>	4.00	<u>407.04</u>	<u>20,759.04</u>
Total	20,352.00		407.04	20,759.04



GLOSSARY OF TERMS

AFIS – An acronym meaning Automated Fingerprint Identification System.

ACCOUNT - A term used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control or fund balance.

ACCRUAL ACCOUNTING - The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at the time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

AD VALOREM TAXES - Real estate and personal property taxes. Ad Valorem is defined by Webster's New World Dictionary as "in proportion to the value". The taxes are assessed on a portion of the value of the property based on actual taxable value received from the property appraiser and millage rate set by City Council.

APPROPRIATION - Authorization granted by a legislative body (City Council) to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

ASSESSMENT - The value for tax purposes determined by the property appraiser for a given piece of real or personal property.

ASSETS - Property owned by the city government, which has monetary value.

BALANCED BUDGET - A balanced budget occurs when the total sum of money a government collects in a year is equal to the amount it spends on goods, services, and debt interest.

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.

BONDED DEBT - The portion of indebtedness covered by outstanding bonds which includes general obligation promissory notes that are backed by approved, irrevocable future tax levies for debt service.

BOND ISSUE - Bonds sold.

BUDGET - A plan of financial operation embodying an estimate of proposed expenditures for a given period, and the proposed means of financing them.

BUDGET CALENDAR - The schedule of key dates which the City Council follows in the preparation and adoption of the budget.

BUDGET ORDINANCE - The official enactment by the City Council establishing the legal authority for officials to obligate and expend resources.

BUDGETARY ACCOUNTS - Those accounts necessary to reflect budget operations and conditions, such as estimated revenues, appropriations, and encumbrances, as distinguished from proprietary accounts.

BUDGETARY CONTROL - The control or management of the business affairs in accordance with an approved budget, with a view toward keeping expenditures within the authorized amount.

CAFR – An acronym meaning Comprehensive Annual Financial Report.

CDBG – An acronym meaning Community Development Block Grant.

CPR – An acronym meaning Cardiopulmonary Resuscitation.

GLOSSARY OF TERMS

CAPITAL IMPROVEMENTS PROGRAM - A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount and the method of financing.

CAPITAL OUTLAY - An expenditure that results in the acquisition of fixed assets or additions to fixed assets, which are presumed to have benefits for more than one year. Includes expenditures for land or existing buildings, improvements of grounds, construction of buildings, additions to buildings, remodeling of buildings, and major fixed or movable equipment costing more than \$5,000 per unit or set.

CAPITAL PROJECT FUND - The fund used to record resources and expenditures for the acquisition and improvement of sites, for acquisition, construction, equipping, and renovation of plant assets and for the purchase of fixed or movable equipment.

CERTIFICATE OF OBLIGATION – A debt instrument that is issued by the City and has the same legal status as a general obligation bond. However, certificates of obligation are not authorized by the voters.

CHART OF ACCOUNTS - The classification system used by a city to organize the accounting for various funds.

CITY MANAGER'S MESSAGE - A general discussion of the proposed budget, as presented in writing by the budget-making authority, to the legislative body.

CLASSIFICATION - A systematic arrangement of items into classes or related groups for analytical or control purposes.

CONTINGENCY - Funds that are not earmarked for a specific purpose and may be used for emergency expenses or to make up cost overruns during a budget year.

CURRENT ASSETS - Cash and other assets that are available to be used in operations within the next twelve months.

CURRENT LIABILITIES - Short-term liabilities whose liquidation is reasonably expected to require the use of assets or the creation of additional liabilities within the next twelve months.

DEBT - An obligation resulting from borrowing of money or from the purchase of goods or services.

DEBT LIMIT - The maximum amount of gross or net debt legally permitted.

DEBT SERVICE - The expense of retiring such debts as loans and bond issues.

DEBT SERVICE FUND - A fund established to finance and account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Also called a SINKING FUND.

DEFICIT - The excess of the obligations of a fund over the fund's resources.

DEPRECIATION - The periodic expiration of a plant asset's useful life. There are several methods for computing depreciation. Straight line, which is the most common, divides the value of the asset at acquisition by its estimated useful life. This amount is then charged to expense until the asset is fully depreciated.

EMS – An acronym meaning Emergency Medical Services.

GLOSSARY OF TERMS

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

ENTERPRISE FUND - A fund established to finance and account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Examples of Enterprise Funds are those of water and sewer service, golf course and airport.

EXPENDITURES - (Used for General Fund Types) Total charges incurred, whether paid or unpaid, which are assumed to benefit the current fiscal year.

EXPENSES - (Used for Non General Fund Types) The cost of goods or services incurred in the operation which cannot be charged to asset accounts.

FEMA – An acronym for the Federal Emergency Management Agency.

FISCAL YEAR - A twelve-month period of time to which the annual budget applies and at the end of which a city determines its financial position and results of operations.

FULL FAITH AND CREDIT - A pledge of the General Taxing power of a government to repay debt obligations (typically used in reference to bonds).

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, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE – The difference between governmental fund assets and liabilities.

GAAP – An acronym for Generally Accepted Accounting Principles. GAAP provides uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the GASB.

GASB – An acronym for the Government Accounting Standards Board.

GFOA – An acronym for the Government Finance Officers Association.

GENERAL FUND - The fund that is available for any legal authorized purpose and which is therefore used to account for all activities except those required to be accounted for in another fund. Note: The General Fund is used to finance the ordinary operations of a governmental unit.

GENERAL OBLIGATION BONDS - Bonds, for whose payments, the full faith and credit of the issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues.

GOVERNMENTAL FUND – A fund established to account for the sources, uses and balances of a government’s expendable “general government” financial resources (and the related current liabilities). Examples include the General, Special Revenue, Capital Projects and Debt Service Funds.

GLOSSARY OF TERMS

GRANT - A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function.

INCOME - This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of an enterprise's activities. The excess of the total revenues over the total expenses of the utility for a particular accounting period is called "net income."

INTERFUND TRANSFERS - Transfer among funds. These are utilized to track items for management purposes. They represent a "double counting" and, therefore, are subtracted when computing a net operating budget.

INTERNAL SERVICE FUND - Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

LEPC - An acronym meaning Local Emergency Planning Committee.

LEVY - The total of taxes or special assessments imposed by a governmental unit.

LOCAL TAX LEVY REVENUE - Revenue of a district, which is derived from taxes levied on, equalized property value within a district.

MIS - An acronym for Management Information Systems.

MODIFIED ACCRUAL - The method of accounting under which revenues are recognized when they are both measurable and available to finance expenditures of the current period. Expenditures are recognized when the liability is incurred.

NON-OPERATING INCOME - Income of governmental enterprises of a business character which is not derived from the operation of such enterprises. An example is interest on investments or on bank deposits.

OPERATING BUDGET - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even when not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

OPERATING EXPENSES - As used in the accounts of governmental enterprises of a business character, the term means such costs that are necessary to the maintenance of the enterprise, the rendering of services for which operated, the sale of merchandise, the production and disposition of commodities produced, and the collection of the revenues.

OTHER FINANCIAL SOURCES - Governmental fund general long-term debt proceeds, operating transfers-in and material proceeds of fixed asset dispositions. Such amounts are classified separately from revenues.

OTHER FINANCIAL USES - Governmental fund operating transfer-out. Such amounts are classified separately from revenues.

PFIA - An acronym meaning Public Funds Investment Act.

PERSONAL PROPERTY - Livestock, commercial equipment and furnishings, attachments to mobile homes, railroad cars and similar possessions that are taxable under state law.

GLOSSARY OF TERMS

PERSONAL SERVICES - Costs related to compensating employees including salaries, wages and benefit costs.

PRINCIPAL OF BONDS - The face value of the bonds.

PROPERTY APPRAISER - Elected county official responsible for setting property valuations for tax purposes and preparing the annual tax roll.

PROPRIETARY FUND – A fund established to account for a government’s continuing business-type organizations and activities. All assets, liabilities, equities, revenues, expenses and transfers pertaining to these business organizations and activities are accounted for through proprietary funds. Both enterprise and internal service funds are classified as proprietary funds.

PURCHASE ORDER - A written request to a vendor to provide material or services at a price set forth in the order and is used as an encumbrance document.

RFP – An acronym meaning Request for Proposal.

REAL PROPERTY - Land and the buildings and other structures attached to it that are taxable under state law.

REVENUE - An increase in (source of) fund financial resources other than from interfund transfers or debt issue proceeds.

REVENUE SHARING - Federal and State money allocated to local governments.

SETTRAC – An acronym meaning Southeast Texas Trauma Regional Advisory Council.

SOURCE OF WORKING CAPITAL - A transaction that results in net increase in working capital.

SPECIAL REVENUE FUND - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

STEP – An acronym for Speed/Traffic Enforcement Program.

TEEX – An acronym meaning Texas Engineering Extension Service.

TIRZ – An acronym meaning Tax Increment and Reinvestment Zone.

TxDOT – An acronym meaning Texas Department of Transportation.

TAX BASE - The total property valuations on which each taxing agency levies its tax rate.

TAX LEVY - The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

TAX RATE - The amount of tax levied for each \$100 of assessed valuation.

TAX ROLL - The certification of assessed/taxable values prepared by the Property Appraiser and presented to the taxing authority.

UASI – An acronym meaning Urban Area Homeland Security.

WORKING CAPITAL - The amount by which total current assets exceed total current liabilities.



CHART OF REVENUE ACCOUNTS

AAA GRANT - Proceeds from the Area Agency on Aging (AAA) grant which is used to provide meals to senior citizens.

ADMINISTRATIVE DISMISSAL FEE - Proceeds from a state imposed charge to individuals who violate certain municipal ordinances or state laws.

ADULT SPORT LEAGUES - Proceeds from the operation of adult softball, volleyball and similar sport leagues.

ALARM PERMITS - Proceeds from citizens for a permit that allows them to have a security alarm at the residence or business.

ANIMAL LICENSES - Proceeds from citizens for the obtainment of dog or cat licenses.

AQUATIC FACILITY – Proceeds from the lease of the City’s swimming pools and wave pool.

AQUATIC MEMBERSHIPS - Proceeds from seasonal memberships to the City's swimming pools.

ATHLETIC COMPLEX - Proceeds from the rental of various athletic facilities by individuals.

BEER, WINE, LIQUOR LICENSES - Proceeds from the license process for establishments selling alcoholic beverages within the City limits.

BILLING FOR DEBT SERVICE - Proceeds from members of the La Porte Area Water Authority for the servicing of debt incurred by the Authority on the members’ behalf.

BINGO TAXES - Proceeds from the assessment of taxes on bingo operations held within the City limits.

BIRTH AND DEATH RECORDS - Proceeds from the production of certified birth and death records.

BUILDING PERMITS - Proceeds from individuals for a permit which allows them to construct a structure.

CART RENTAL - 18 HOLE - Proceeds from a use fee for golfers utilizing an electric golf car during eighteen holes of play.

CART RENTAL - 9 HOLE - Proceeds from a use fee for golfers utilizing an electric golf car during nine holes of play.

CATERER/CONCESSION COMMISSIONS - Proceeds received (percentage of gross sales) from caterers providing services to lessors of the Sylvan Beach Pavilion.

CHARGES TO DEPARTMENTS - Proceeds from a charge to various City Departments to cover the cost of providing health care coverage for City employees.

CITIZEN EDUCATION TRAINING - Proceeds from a user fee charged by the City for training classes conducted by the Municipal Court Division.

COBRA CONTRIBUTIONS - Proceeds from individuals who elect to receive health insurance under the Comprehensive Omnibus Benefits Reconciliation Act.

COMMERCIAL SOLIDWASTE - Proceeds from a user fee for the provision of solidwaste pickup and disposal for commercial customers located in the City limits.

COMPREHENSIVE REHABILITATION FUND - Proceeds from a state mandated pass through fee that is charged with court fines and then remitted to the State.

CHART OF REVENUE ACCOUNTS

CONCESSION COMMISSIONS - Proceeds received (percentage of gross sales) from concessionaires providing services to lessors of the Sylvan Beach Pavilion, players at the Golf Course and patrons of the City's park facilities.

CONTRACT FIRE PROTECTION - Proceeds from a contract with industries located outside the City limits for assistance in fire suppression.

CONTRIBUTIONS TO VICTIMS OF CRIME - Proceeds from a state mandated pass through fee that is charged with court fines and then remitted to the State.

CRIMINAL JUSTICE PLANNING FUND - Proceeds from a state mandated pass through fee that is charged with court fines and then remitted to the State.

CURRENT PROPERTY TAXES - Proceeds from the assessment of ad valorem taxes on taxable property located in the City Limits of the City. These proceeds are used for operations and maintenance in the General Fund and to service debt in the Debt Service Fund.

DELINQUENT TAXES - Proceeds from property taxes assessed in prior years but were not collected until the current year.

DEMOLISHING PERMITS - Proceeds from individuals desiring a permit to demolish a structure.

DOCUMENT REPRODUCTION - Proceeds from individuals who have requested certain information that had to be reproduced by City Employees.

ELECTRICAL PERMITS - Proceeds from individuals who are having electrical installations or modifications performed within the City limits.

ELECTRICIANS LICENSES - Proceeds from the licensing process of individuals desiring to perform electrical work within the City limits.

EMPLOYEE CONTRIBUTIONS - Contributions made by City employees who desire to have their eligible dependents covered by the City's health plan.

EMS CONTRACT REVENUE - Proceeds from a contract with industries located outside the City limits for assistance in Emergency Medical Services.

EMS PATIENT REVENUE - Proceeds from a user fee for services rendered by the City's Emergency Medical Services operation.

FRANCHISE FEES/CABLE TV (TCI) - Proceeds from a franchise fee on cable television companies operating within the City limits.

FRANCHISE FEES/ELECTRICAL (HL&P) - Proceeds from a franchise fee on electric service within the City limits.

FRANCHISE FEES/GAS (ENTEX) - Proceeds from a franchise fee on gas service within the City limits.

FRANCHISE FEES/TELEPHONE (BELL) - Proceeds from a franchise fee on telephone service within the City limits.

FRONT FOOT FEES - Proceeds from citizens desiring to connect to either the City's water or sewer system.

GENERAL PROGRAMS/CAMPS - Proceeds from individuals who participate in general programs or camps sponsored by the City's Parks and Recreation Department.

CHART OF REVENUE ACCOUNTS

GOLF PASS – Proceeds from the sale of passes to Bay Forest Golf Course.

GRANT REIMBURSEMENTS - Proceeds from reimbursements from federal agencies as their portion of preapproved projects.

HEATING AND AIR CONDITIONING PERMITS - Proceeds from individuals who are having heating and or air conditioning installations or modifications performed within the City limits.

HOTEL/MOTEL OCCUPANCY TAX – Proceeds from the collection of taxes imposed on a person who pays for a room, used for sleeping, in a hotel costing \$2 or more each day. The City currently charges a tax of 7%.

INDUSTRIAL PAYMENTS - Proceeds from the levying of a payment in lieu of taxes on industry located in the City's Industrial District. Formal contracts are entered into with each industry that outlines the prescribed payment amount and the responsibilities of each party.

INDUSTRIAL WASTE PERMIT - Proceeds from commercial businesses from the sale of a permit that allows them to discharge industrial wastewater into the City's wastewater system.

INDUSTRIAL WASTE SURCHARGE - Proceeds from an additional charge by sewer customers who fails to meet the City's limits for the composition of their discharge.

INTEREST INCOME - Proceeds received on the investment of idle City funds.

JOINT VENTURE CONTRIBUTIONS - Contributions from various organizations who wish to participate, by providing matching funds, in selected capital improvements.

LAW ENFORCEMENT OFFICERS EDUCATION FUND - Proceeds from a state mandated pass through fee that is charged with court fines and then remitted to the State.

LEASE OF CITY PROPERTY - Proceeds from the leasing of City facilities not covered elsewhere in the revenue structure.

LEASE OF FIRE TRAINING FACILITY - Proceeds from the leasing of the City's Fire Training Facility.

MANAGER CART – Proceeds from a use fee for golfers utilizing an electric golf cart while acting as managers.

MISCELLANEOUS LICENSES, PERMITS & FEES - Proceeds from individuals for licenses, permits or fees that do not have separate revenue accounts.

MISCELLANEOUS REVENUE - Proceeds for miscellaneous items that are not accounted for in other revenue accounts.

MISDEMEANOR COURT COSTS - Proceeds from a state mandated pass through fee that is charged with court fines and then remitted to the State.

MOBILE HOME PARK LICENSES - Proceeds from the licensing process of mobile home parks.

MOTOR POOL LEASE FEES - Proceeds from assessments charged to City Divisions by the Motor Pool Fund, an Internal Service Fund, which is collected and used to procure replacement vehicles.

MOWING & DEMOLITION - Proceeds from property owners who have had their property mowed by the City because of the property owner's failure to comply with City ordinances regarding high weeds.

CHART OF REVENUE ACCOUNTS

MUNICIPAL COURT JUDGES TRAINING TAX - Proceeds from a state mandated pass through fee that is charged with court fines and then remitted to the State.

MUNICIPAL COURT FINES - Proceeds from a state imposed charge to individuals who violate certain municipal ordinances or state laws.

NON-RESIDENT MEMBERSHIPS - Annual golf memberships for persons who are not citizens of the City of La Porte. The membership fee allows unlimited play.

NON-RESIDENT SENIORS - Golf user fee (green fee) charged to persons who are not residents of La Porte and are over the age of 65.

NON-RESIDENT WEEKDAY - Golf user fee (green fee) charged to persons who are not residents of La Porte to play golf on weekdays.

NON-RESIDENT WEEKEND - Golf user fee (green fee) charged to persons who are not residents of La Porte to play golf on weekends.

OPERATORS & CHAUFFEURS LICENSE - Proceeds from a state mandated pass through fee that is charged with court fines and then remitted to the State.

PARKS/RECREATION MISCELLANEOUS - Proceeds from miscellaneous activities coordinated by the Parks and Recreation Department that are not accounted for in other revenue accounts.

PENALTIES - Proceeds from the assessment of late charges for water, sewer and garbage customers who are late in paying their bills.

PIPELINE APPLICATION PERMITS - Proceeds from application permits for installation of pipelines in one of the City's pipeline corridors.

PIPELINE ASSESSMENTS - Proceeds from an annual assessment fee for companies that have pipelines in one of the City's pipeline corridors.

PLUMBING PERMITS - Proceeds from individuals who are having plumbing installations or modifications performed within the City limits.

POLICE ACCIDENT REPORTS - Proceeds from a fee charged to individuals for copies of police accident reports.

POLICE PUBLIC TRAINING CLASSES - Proceeds from the training of the public for various public safety classes.

POLICE TELETYPE/DISPATCHING - Proceeds from a fee charged to other cities for the provision of dispatching of their force by our Police Department.

POOL PERMITS - Proceeds from individuals who are having swimming pool installations or modifications performed within the City limits.

POUND FINES - Proceeds from individuals who have had their dog or cat impounded by the City for violation of City ordinances.

PUBLIC SAFETY GRANTS - Proceeds from grants that relate to Public Safety (Police Department activity).

RECREATION CENTER CLASS FEES - Proceeds from user fees charged by the Parks and Recreation Department for aerobic classes at the City's Recreation and Fitness center.

CHART OF REVENUE ACCOUNTS

RECREATION CENTER MEMBERSHIPS - Proceeds from membership fees for access to the City's Recreation and Fitness Center.

RECREATION CENTER PRO SHOP - Proceeds from the sale of items at the City's Recreation and Fitness Center.

RECREATION CENTER RENTAL - Proceeds from the rental of one of the City's minor recreation facilities.

RECREATION CENTER WALK-INS - Proceeds from daily user fees by individuals who are not members.

RECYCLING - Proceeds from the sale of materials collected by the City at its recycling center.

RENTAL OF FACILITY - Proceeds from the lease of the Sylvan Beach Pavilion.

RENTAL OF SPACE - Proceeds from the lease of land at the City's Municipal Airport.

RESIDENT MEMBERSHIPS - Annual golf memberships for persons who are citizens of the City of La Porte. The membership fee allows unlimited play.

RESIDENT SENIOR MEMBERSHIP - Annual golf memberships for persons who are citizens of the City of La Porte and are over the age of 60. The membership fee allows unlimited play.

RESIDENT SENIORS - Golf user fee (green fee) charged to persons who are residents of La Porte and are over the age of 60.

RESIDENT WEEKDAY - Golf user fee (green fee) charged to persons who are residents of La Porte to play golf on weekdays.

RESIDENT WEEKEND - Golf user fee (green fee) charged to persons who are residents of La Porte to play golf on weekends.

RESIDENTIAL SOLIDWASTE - Proceeds from customers for the pickup of residential solidwaste.

RETIREE CONTRIBUTIONS - Proceeds from city retirees who elect to receive health insurance for the spouses.

REZONING FEES - Proceeds from an application fee from individuals desiring to rezone certain areas within the City limits.

RODEO CENTER RENTAL - Proceeds from users of the City's Rodeo Arena.

SALE OF EQUIPMENT - Proceeds from the sale of surplus or obsolete items at the annual City auction.

SALE OF GARBAGE BAGS - Proceeds from the sale of garbage bags to the City's residential solidwaste customers.

SALE OF MAPS - Proceeds from the sale of City maps.

SALE OF MATERIALS - Proceeds from the sale of materials.

SALE OF SEWER - Proceeds from the receipt and treatment of sanitary sewage in the City's Utility Fund.

SALE OF WATER - Proceeds from the sale of potable water in the City's Utility Fund.

CHART OF REVENUE ACCOUNTS

SALES TAX - Proceeds from the one percent local option sales tax on taxable goods sold or consumed in the City of La Porte. This tax is collected by the State of Texas on behalf of the City and is forwarded to the City each month.

SERVICE FEES - Proceeds from an assessment to individuals or companies who have submitted to the City a check that has been rejected by their bank.

SEWER TAPS - Proceeds from a user fee charged utility customers who desire to be connected to our sewer system at a location that did not previously have service.

SIGN PERMITS-- Proceeds from individuals desiring a permit to erect a sign.

SPECIAL OLYMPICS - Proceeds from a fee charged to those that participate in various events involving the City's Special Population Organized Recreational Therapy program.

STREET & ALLEY CLOSING APPLICATION FEE - Proceeds from an application fee from individuals desiring to close a street or alley and convert it to private use.

SUPERVISORY FEES - Proceeds from a state mandated fee that is assessed with certain municipal court fines.

SWIM LESSONS - Proceeds from individuals who take swim lessons offered by the City's Parks and Recreation Department.

SWIMMING POOL ADMISSIONS - Proceeds from a user fee for admission to one of the City's four pools.

TAX BILLING FEES - Proceeds from a user fee charged entities for which the City bills and collects their ad valorem taxes.

TAX ON SALE OF MIXED DRINKS - Proceeds from a sales tax on the sale of alcoholic beverages.

TAX PENALTY AND INTEREST - Proceeds collected, in accordance with state law, from late taxpayers for penalty and interest on current year amounts outstanding.

TEMPORARY CONNECTS - Proceeds from a user fee for temporary connections to the City's water and sewer system.

TOURNAMENT FEES - Proceeds from tournaments held at the City's Municipal Golf Course.

TRANSFER FROM GENERAL FUND - Transfer of funds from the City's General Fund.

TRANSFER FROM GOLF COURSE FUND - A transfer from the Golf Course Fund to the Debt Service Fund. This amount represents a cost contribution to offset General Obligation Bonds sold to finance construction of the Bay Forest Golf Course.

TRANSFER FROM HOTEL/MOTEL FUND - Transfer of funds from the City's Hotel/Motel Fund.

TRANSFER FROM LPAWA FUND - A transfer from the La Porte Area Water Authority Fund to the General Fund. This amount represents cost recovery for services rendered the fund by other City operations.

TRANSFER FROM UTILITY FUND - A transfer from the Utility Fund to the General Fund. This amount represents cost recovery for services rendered the fund by other City operations as well as a payment in lieu of ad valorem taxes.

TWILIGHT GREEN FEES - Proceeds from golfers utilizing the City's golf course under the twilight fee option.

CHART OF REVENUE ACCOUNTS

USE OF EQUIPMENT, MATERIAL & LABOR - Proceeds from a fee charged when individuals benefit from the use of City owned equipment, materials or labor.

WARRANT FEES - Proceeds from fees that may be imposed for the issuance and service of arrest warrants issued out of municipal court.

WATER METERS - Proceeds from the installation of water meters.

WATER RECONNECT FEES - Proceeds from a charge to utility customers to have their water reconnected after service has been temporarily disconnected for non-payment of services rendered.

WATER TAPS - Proceeds from a user fee charged to utility customers who desire to be connected to our water system at a location that did not previously have service.

WAVE POOL ADMISSIONS - Proceeds from the sale of tickets to the public for the use of the wave pool.

WAVE POOL RENTAL - Proceeds from the rental of the City's Wave Pool.

WRECKER PERMITS - Proceeds from individuals desiring a permit to operate a wrecker service in the City.

YOUTH SPORTS - Proceeds from participants in the youth sports program offered by the Parks and Recreation Department.



CHART OF OPERATING EXPENSE (EXPENDITURE) ACCOUNTS

- 1010 **REGULAR EARNINGS** - Compensation to employees for work performed up to 40 hours per week. Also includes pay for vacation, sick and other paid time off.
- 1011 **SEASONAL EARNINGS** – Account used exclusively by the Recreation Division to capture the costs associated with summer time employees.
- 1012 **SICK BUY BACK** – Account is used for the City’s sick buy back program. An annual payment of 48 hours of sick time, provided they have that amount accrued, is paid to full-time employees who have 10 years or more of service to the City. The program is an effort to reduce the sick time liability on the City’s books.
- 1013 **AUTOMATIC OVERTIME** – Account used exclusively by the Emergency Medical Services Division to capture the costs associated with FSLA scheduled overtime for the paramedics.
- 1015 **RELIEF** - Account used exclusively by the Emergency Medical Services Division to capture the costs associated with relief personnel.
- 1020 **OVERTIME** - Compensation to employees for work performed in excess of 40 hours per week.
- 1025 **OCU OVERTIME** - Overtime incurred by the Organized Crime Unit. These costs are reimbursable by grant revenue and are kept separate for reporting purposes.
- 1030 **CERTIFICATION** - Compensation to selected employees for obtaining advanced training and qualifications.
- 1035 **LONGEVITY** - Compensation to employees with more than one year of service. The amount is four dollars per month for each year of service after the first year.
- 1040 **CLOTHING ALLOWANCE** - Clothing cost for employee uniforms.
- 1041 **TOOL ALLOWANCE** - Compensation to employees for costs associated with purchase of specialized tools.
- 1042 **CAR ALLOWANCE** - Compensation to employees who utilize their personal vehicle in conducting City business.
- 1043 **MOTORCYCLE ALLOWANCE** - Compensation to employees who utilize their personal motorcycle in conducting City business.
- 1044 **CLEANING ALLOWANCE** - Compensation to employees to offset cleaning cost for employee uniforms.
- 1055 **TERMINATION PAY (SICK/VAC)** - Cost incurred to pay terminated employees their accrued sick and vacation liability.
- 1060 **FICA** - City's contribution to social security.
- 1065 **RETIREMENT** - City's contribution to the Texas Municipal Retirement System.
- 1066 **VOLUNTEER FIREMEN RETIREMENT** - City's retirement contribution for volunteer fire fighters.
- 1070 **WORKERS COMPENSATION** - Workman's compensation coverage for employees.
- 1075 **UNEMPLOYMENT COMPENSATION** - Unemployment cost associated with terminated employees.

CHART OF OPERATING EXPENSE ACCOUNTS (CONTINUED)

- 1080 **INSURANCE - MEDICAL** - Cost to provide employee, retiree and dependents health coverage.
- 1081 **INSURANCE - LIFE** - Cost of providing life insurance for employees.
- 1090 **OTHER BENEFITS** - Cost incurred to provide other benefits such as physical examinations for employees.
- 1099 **ATTRITION** – Salary savings from turnover throughout the fiscal year.
- 2001 **OFFICE SUPPLIES** – Expendable materials used in routine office operations. Included in this account are: calculator tape, folders, purchasing requisition and receiving report books, pens, calendars and copy paper.
- 2002 **POSTAGE** - Cost of postage incurred to send outgoing mail for city divisions.
- 2003 **PROTECTIVE CLOTHING**- Cost of clothing materials used by various divisions in performance of duties. Included in this account are gloves, safety vests and glasses, goggles, rainwear and the purchase of uniforms and jackets.
- 2004 **GAS AND OIL** - Fuel and lubricants used by city vehicles.
- 2005 **MINOR TOOLS** - Hand tools that do not meet the requirements for fixed assets. Included in this account are items such as hammers, screwdrivers and shovels.
- 2006 **CLEANING** - Expendable materials used in routine cleaning operations. Included in this account are glass and abrasive cleaners, detergents, disinfectants, paper towels, mops and brooms.
- 2007 **CHEMICAL** - Chlorine and other chemicals used by various city divisions.
- 2008 **EDUCATIONAL** - Cost of educational materials. Included in this account are manuals and books for departmental training and handouts used to inform the public. Does not include equipment or routine office supplies used in training classes.
- 2009 **MEDICAL** - Cost of miscellaneous medical supplies, excluding materials used by the Emergency Medical Services Division that is accounted in account 2055.
- 2010 **TRAFFIC** - Materials used in the control of traffic flow and safety. Included in this account are safety cones, barricades and sign materials.
- 2014 **FREIGHT** - Cost associated with the delivery of items to the City.
- 2015 **OTHER SUPPLIES** - General supplies used by the various divisions in performing their functions. Included in this account are water coolers, floor mats, batteries, light bulbs, flashlights, spray paint, and duct tape .
- 2016 **JAIL OPERATIONS** - Cost incurred for supplies related to the operation of the jail.
- 2017 **SPECIALIZED SUPPLIES** - Cost incurred for special supplies used in certain operations. Examples include SWAT and DARE supplies.
- 2018 **COMPUTER SUPPLIES** - Cost incurred for the operation of microcomputers in the various divisions. Included in this account are computer paper and ribbons.
- 2019 **TRAINING FIELD SUPPLIES** - Cost incurred for the operation of the Fire Training Facility.

CHART OF OPERATING EXPENSE ACCOUNTS (CONTINUED)

- 2030 **SMALL PARTS** - Cost incurred in the purchase of expendable small parts. Used exclusively by the Vehicle Maintenance Division.
- 2031 **ATHLETIC SUPPLIES** - Cost incurred for supplies and other small items used in the performance of the athletic program.
- 2032 **AQUATIC SUPPLIES** - Cost incurred for supplies and other small items used in the performance of the Aquatic program.
- 2036 **SPECIAL OLYMPICS (SPORT)** - Cost incurred for supplies and other miscellaneous items used in the performance of the SPORT program.
- 2040 **VEHICLE MAINTENANCE** - Automotive parts used by the Vehicle Maintenance Division in the repair of vehicles.
- 2050 **SAFETY** - Miscellaneous items used in the promotion of safety.
- 2055 **EMS DRUGS AND SUPPLIES** - Medical and related supplies used by the Emergency Medical Services Division in providing emergency medical care.
- 2056 **MEDICAL OXYGEN** - Oxygen supplies used by EMS in providing emergency medical care.
- 2075 **TOURISM DEVELOPMENT** – Used for the Hotel/Motel Fund and the Economic Development Fund to account for costs incurred for the marketing and promotion of tourism and development within the City of La Porte.
- 2076 **CITY MAPS** – Used for the Hotel/Motel Fund to account for costs associated with the publication of City maps.
- 2077 **FIREWORKS** – Used for the Hotel/Motel Fund to account for costs related to the annual 4th of July Fireworks display and celebration.
- 2078 **CONFIDENTIAL FUNDS** – Used by the Police Department for investigational purposes, such as the purchase of information, services or evidence. Strict guidelines for use of these funds are adhered to.
- 2090 **MACHINERY/TOOLS/EQUIPMENT** - Non-capital expenditures for machinery, tools and equipment not meeting the \$5,000 minimum expenditure requirement. Included in this account are calculators and cameras.
- 2091 **OFFICE FURNITURE** - Non-capital expenditures for office furniture that do not meet the \$5,000 minimum expenditure requirement. Items included in this account are chairs, desks and file cabinets.
- 2093 **COMPUTER EQUIPMENT** – Non-capital expenditures for computer equipment not meeting the \$5,000 minimum expenditure requirement. Included in this account are personal computers, printers, copiers and fax machines.
- 3001 **MEMBERSHIPS AND SUBSCRIPTIONS** - Memberships to professional organizations and subscriptions to professional publications.
- 3020 **TRAINING/SEMINARS** - Cost incurred in keeping personnel current with professional methods and includes business transportation, lodging, and meals for city personnel while attending seminars.

CHART OF OPERATING EXPENSE ACCOUNTS (CONTINUED)

- 3021 **SPECIAL COMMISSIONS** – Travel and training related expenses for citizen or volunteer committees.
- 3022 **EMPLOYEE TRAINING** – Cost incurred for training provided by Human Resources to all employees.
- 3023 **COMPLIANCE TRAINING** – Cost incurred for training mandated by state or federal law and provided by Human Resources to all employees.

- 4001 **OFFICE EQUIPMENT** - Rental and maintenance cost incurred for office equipment, excluding supplies required for their operation that are accounted for in account 2015. Included in this account are maintenance agreements for printers, copiers and fax machines.

- 4002 **MACHINERY/TOOLS/EQUIPMENT**- Rental and maintenance cost incurred for miscellaneous machinery and equipment, excluding supplies required for their operation that are accounted for in account 2015. Included in this account is the recharging of fire extinguishers.

- 4003 **RADIOS AND BASE STATIONS** - Cost incurred for rental, maintenance and repair of radios and base stations, excluding supplies required for their operation that are accounted for in account 2015.

- 4005 **METERS** - Cost incurred for maintenance and repair of water meters.

- 4006 **HEATING AND A/C EQUIPMENT** - Cost incurred for maintenance and repair of heating and air conditioning equipment. Repair costs exceeding \$5,000.00 should be capitalized and charged to account 8002.

- 4007 **FIRE HYDRANTS** - Cost incurred for maintenance and repair of fire hydrants.

- 4008 **PUMPS/MOTORS** - Cost incurred for maintenance and repair of pumps and motors. Repair costs exceeding \$5,000.00 should be capitalized and charged to account 8021.

- 4010 **RECREATION/EDUCATION EQUIPMENT** - Cost incurred for maintenance and repair of recreational and educational equipment.

- 4011 **BUILDING MAINTENANCE** - Cost incurred for maintenance and repair of buildings. Included in this account are replacement of existing carpet, paint, electrical repairs and roof repairs. Does not include light bulbs and batteries, they are charged to account 2015. Repairs exceeding \$5,000.00 should be capitalized and charged to account 8002.

- 4012 **WATER LINE MAINTENANCE** - Cost incurred for maintenance and repair of water lines.

- 4013 **SEWER LINE MAINTENANCE** - Cost incurred for maintenance and repair of sewer lines.

- 4015 **PAVING** - Cost incurred for maintenance and repair of streets, curbs, gutters and other paved surfaces.

- 4017 **SEWER PLANT LIFT STATIONS** - Cost incurred for maintenance and repair of sewer plant and related lift stations.

- 4018 **PARK GROUNDS** - Cost incurred for maintenance and repair of park grounds.

- 4019 **RENTAL OF EQUIPMENT** - Cost incurred for rental and maintenance of equipment not specifically identified above. Included in this account is the rental of pagers.

CHART OF OPERATING EXPENSE ACCOUNTS (CONTINUED)

- 4020 **MOTOR POOL LEASE FEES** - Lease fees paid by the various divisions for usage of equipment from the city's motor pool.
- 4021 **VEHICLE MAINTENANCE: OUTSIDE CONTRACTS** - Cost incurred for outside body repair on city vehicles.
- 4022 **RENT: BUILDING/LAND** - Cost incurred for rental of buildings and/or land.
- 4030 **VEHICLE MAINTENANCE: FLEET MAINTENANCE** - Cost incurred by the various divisions by the vehicle maintenance fund for the upkeep of their vehicles.
- 4031 **OTHER VEHICLE MAINTENANCE** - Cost incurred by divisions that elect to perform selective vehicle maintenance.
- 4050 **COMPUTER HARDWARE** - Maintenance cost for the City's computer hardware.
- 4055 **COMPUTER SOFTWARE** - Maintenance cost for the City's computer software. Also includes cost for computer software and updates not meeting the criteria for a fixed asset.
- 4060 **COMPUTER LEASE FEES** - Lease fees paid by the various divisions for the use and replacement of computer equipment.
- 4065 **COMPUTER MAINTENANCE FEES** - Cost incurred by the various divisions by the technology fund for the upkeep of computer equipment and phones.
- 4070 **EMERGENCY MANAGEMENT** - Cost incurred for the operation of emergency management.
- 4080 **BUILDING SECURITY** – Costs incurred by Municipal Court for building security.
- 4081 **TECHNOLOGY** – Costs incurred for technological enhancements for the Municipal Court.
- 5001 **AUDIT** - Cost incurred for professional services related to accounting.
- 5002 **ENGINEERING** - Cost incurred for professional services related to engineering.
- 5003 **LEGAL**-Cost incurred for professional services related to legal services. Includes City Attorney and court costs.
- 5004 **CONSULTING** - Cost incurred for professional services related to consulting.
- 5005 **PERSONNEL SERVICES** - Cost incurred for professional services related to personnel services.
- 5006 **FISCAL SERVICES** - Cost incurred for professional services related to fiscal services.
- 5007 **OTHER PROFESSIONAL SERVICES** - Cost incurred for professional services not specifically identified elsewhere.
- 5008 **MEDICAL SERVICES** - Cost incurred for pre-employment physicals and drug tests.
- 5009 **JUDICIAL SERVICES** - Cost incurred for Judicial Services in the Municipal Court operation.
- 5010 **CITY PROSECUTOR** - Cost incurred for providing prosecution for violators of city ordinances.

CHART OF OPERATING EXPENSE ACCOUNTS (CONTINUED)

- 5011 **CLAIMS ADMINISTRATION** - Cost incurred to have a third party administer the City's medical insurance plan.
- 5012 **PROPERTY RESALE SERVICES** – Payment of property taxes to entities for property acquired by the City for the City’s use.
- 5013 **PROPERTY APPRAISAL** – Cost incurred by City to have value of property determined by a third party.
- 5014 **ECONOMIC DEVELOPMENT** – Cost incurred for professional services used in conjunction with economic development.
- 5017 **ANNUAL RETREAT COSTS** – Costs incurred for the annual City Council retreat.
- 6001 **UNIFORM/TOWEL CLEANING** - Cost incurred for rental and cleaning of uniforms for selected city employees and cleaning of towels.
- 6002 **PRINTING AND REPRODUCTION** - Cost charged to the various city divisions for printing of forms and photocopy charges.
- 6003 **LEGAL NOTICES** - Cost incurred in the publication of legal notices and other information as required by state law.
- 6004 **ELECTIONS** - Cost related to city elections.
- 6005 **ADVERTISING** - Cost incurred in the advertising of information required by the various city divisions.
- 6006 **MISCELLANEOUS** - Cost incurred for miscellaneous items, including wrecker service and Special Olympics.
- 6007 **INSURANCE - LIABILITY** - Cost incurred to provide various types of liability insurance.
- 6008 **JURY FEES/COURT COSTS** - Cost incurred to provide jury trials.
- 6009 **LANDFILL CHARGES** - Cost incurred to dispose of solid waste at the landfill.
- 6010 **JANITORIAL SERVICES** - Cost incurred to provide for the cleaning of various city facilities by outside contractors.
- 6011 **CLAIMS PAID** - Cost of medical claims paid on behalf of employees and dependents.
- 6012 **RE-INSURANCE** - Cost of an umbrella insurance police for employee and dependent medical insurance.
- 6013 **TCEQ REQUIREMENTS** - Cost incurred in meeting the various requirements of the Texas Commission on Environmental Quality.
- 6014 **LIBRARY COSTS** – Costs associated with the City of La Porte Public Library.
- 6015 **COMMUNITY FESTIVALS** – Costs incurred for various Community Festivals within the City of La Porte.
- 6016 **CHAMBER OF COMMERCE** – Cost incurred to remit a portion of Hotel Occupancy Taxes to the Chamber of Commerce per a written agreement between the City and the Chamber.

CHART OF OPERATING EXPENSE ACCOUNTS (CONTINUED)

- 6017 **EDUCATIONAL FACILITIES** – Used in the Tax Increment and Reinvestment Fund to account for a portion of property taxes collected for the La Porte ISD.
- 6020 **EXPIRED INVENTORY** - Cost incurred in disposing of obsolete or damaged inventory.
- 6021 **DANGEROUS BUILDINGS** – Costs associated with the demolition of dangerous buildings.
- 6022 **CITIZEN CLAIMS** – Cost incurred in the payment of monies directly to providers/claimants by the City in lieu of insurance.
- 6041 **SPECIAL EVENTS** - Cost incurred in the operation of special events.
- 6070 **APPRECIATION PROGRAM** - Cost incurred related to the City's employee appreciation program.
- 6071 **SERVICE AWARDS** - Cost incurred for the purchase of service awards for long tenured employees.
- 6072 **SAFETY RECOGNITION PROGRAM** - Cost incurred for the purchase of items related to the safety program.
- 6091 **BAD DEBT EXPENSE** - Cost incurred related to the disposal of uncollectible account receivable accounts.
- 7001 **ELECTRICAL** - Cost for electrical power service provided to city facilities.
- 7002 **NATURAL GAS** - Cost for natural gas service provided to city facilities.
- 7003 **TELEPHONE** - Cost associated with providing basic telephone and cellular phone service, rental agreements and long distance service to city divisions.
- 7004 **WATER** - Cost for water consumption provided to city facilities.
- 7005 **MISCELLANEOUS UTILITIES** - Cost for miscellaneous utilities not listed above.
- 7006 **CONTRACT SEWER** - Cost for having a portion of the City's sewage treated at a remote location.
- 7007 **HISTORICAL UNDERUTILIZATION** – Used to account for a historical underutilization of water when compared to amounts budgeted.
- 8001 **BUILDING ACQUISITIONS** - Cost to purchase buildings.
- 8002 **BUILDING IMPROVEMENTS** - Cost associated with additions and improvements to existing buildings. Costs recorded in this account are considered capital expenditures and have a minimum threshold of \$5,000.00 per project. Improvement projects less than \$5,000.00 are recorded in account 4011.
- 8011 **OFFICE EQUIPMENT** - Cost to purchase office equipment exceeding \$5,000.
- 8012 **WATER TAPS** - Cost associated with the installation of water taps.
- 8013 **SEWER TAPS** - Cost associated with the installation of sewer taps.
- 8014 **WATER LINE REPLACEMENT** - Cost incurred to replace existing water lines.
- 8015 **SEWER LINE REPLACEMENT** - Cost incurred to replace existing sewer lines.

CHART OF OPERATING EXPENSE ACCOUNTS (CONTINUED)

- 8021 **MACHINES, TOOLS & EQUIPMENT** - Cost associated with the acquisition of various machines, tools and equipment exceeding \$5,000.
- 8023 **COMPUTER EQUIPMENT** - Cost for new computer equipment exceeding \$5,000.
- 8026 **METERS AND BOXES** - Cost associated with purchase of water meters and water meter boxes.
- 8027 **TRAFFIC CONTROL DEVICES** - Cost associated with the control of traffic, including the building and maintenance of traffic humps and other similar projects.
- 8028 **FIRE HYDRANTS** - Cost for purchase of fire hydrants.
- 8029 **PAVING** - Cost associated with the building of streets, curbs gutters and paving of other similar projects including sidewalks.
- 8031 **LAND ACQUISITIONS** - Cost to purchase land.
- 8032 **LAND IMPROVEMENTS** - Cost associated with land improvements. This account includes the planting of trees and installation of fencing.
- 8050 **MOTOR VEHICLES** - Cost to acquire motor vehicles.
- 8060 **RECREATION EQUIPMENT** - Cost to acquire recreational equipment.
- 9001-
9041 **TRANSFERS TO OTHER FUNDS** - Administrative transfers to other Funds.
- 9037 **TRANSFER FOR DEBT SERVICE** - A transfer from the Utility Fund to the Utility Debt Service Fund to pay for Revenue Bonds and the General Debt Service Fund to pay for Water/Wastewater and Tax Bonds assumed in previous annexations.
- 9038 **DEBT SERVICE - SERIES I** - A transfer for debt service requirements of the La Porte Area Water Authorities Series I debt.
- 9039 **DEBT SERVICE - SERIES II** - A transfer for debt service requirements of the La Porte Area Water Authorities Series II debt.
- 9050 **CONTINGENCY** - Used by administration to record costs incurred that are infrequent and were unforeseen at budget preparation time.
- 9051 **EMERGENCY RESPONSE** – To record costs incurred due to a disaster of some sort, such as hurricane.
- 9072 **OPERATORS AGREEMENT** – To account for payments, agreed upon by the City of La Porte and the La Porte Area Water Authority, for the operation, maintenance, repair and management of the LPAWA property.
- 9080 **BILLING FOR CAPITAL RESERVE** - A billing to the three member cities of the La Porte Area Water Authority that is set aside as a reserve for future capital expansion.
- 9997 **SPECIAL PROGRAMS** - A Finance tool used as a space holder for new programs until the money is rolled into appropriate account.