

# *Annual Budget*



*Fiscal Year*  
*10/1/2009 to 9/30/2010*

*City of Alvin, Texas*



# *Annual Budget*

Fiscal Year

October 1, 2009 thru September 30, 2010

*as adopted by the City Council  
on September 14, 2009*

Gary Appelt, Mayor

Kerry Collins, Councilmember District A

Eileen Cross, Councilmember District B

Jim Landriault, Councilmember District C

Roger Stuksa, Councilmember District D

Greg Bullard, Councilmember District E

Charles Batty III, Councilmember At Large 1

Eddie Murray, Councilmember At Large 2



*The following notice is required by Texas House Bill 3195:*

This year's budget will raise more total property taxes than last year's budget by \$99,718 or 1.36%, and of that amount, \$176,046 is tax revenue to be raised from new property added to the tax roll this year.

## *Mission Statement*

*“Promote our economy and our quality of life while providing reliable city services in a fiscally responsible manner. This is our business.”*



City Hall is located at 216 West Sealy, Alvin, Texas 77511

**Date of Incorporation**  
July 25, 1893

**Adopted Home Rule Charter**  
February 23, 1963

*GFOA Distinguished Budget  
Presentation Award*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

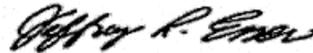
**City of Alvin  
Texas**

For the Fiscal Year Beginning

**October 1, 2008**



President



Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Alvin, Texas** for its annual budget for the fiscal year beginning **October 1, 2008**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.



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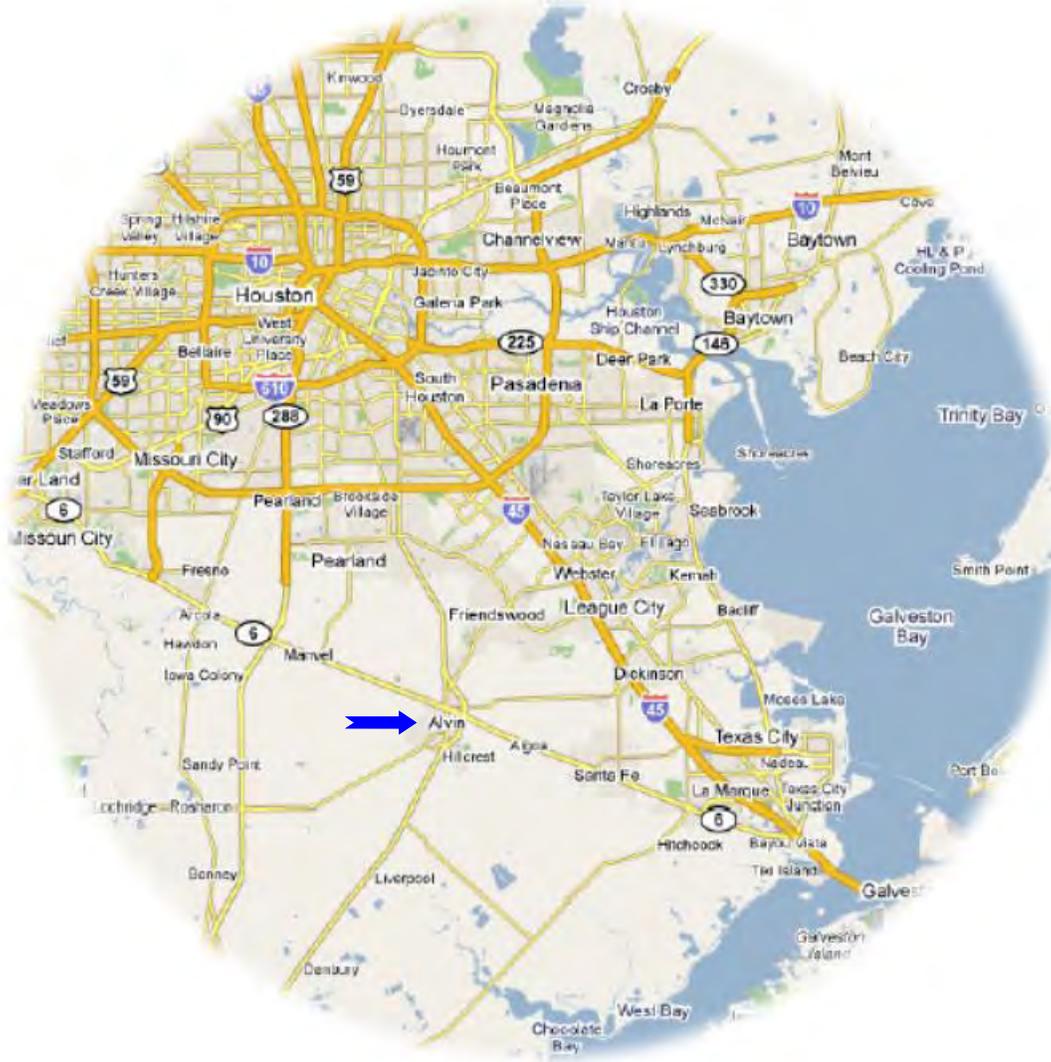


# City of Alvin, Texas

Population 21,413

Land Area 36.3 square miles

Brazoria County Population 241,707



Alvin is located in northern Brazoria County, in the heart of the Texas Gulf Coast Region. Alvin is within easy commuting distance from Houston, NASA’s Johnson Space Center, the Gulf Coast petrochemical industries and the Galveston beaches. Major highways serving the community are State Highway 35, State Highway 6, State Highway 288 and FM 528 to Interstate 45.

**Distance from Alvin:**

Houston .....27 miles	San Antonio.....242 miles
Clear Lake.....15 miles	Dallas.....292 miles
Galveston.....30 miles	Texarkana.....319 miles
Austin .....213 miles	Brownsville....357 miles

## History of Alvin, Texas



**Alvin Morgan**

In 1845 Elisha and Missouri Thomas were the first documented family to arrive in the area brought by the cattle industry. They settled near Mustang Slough south of the present day Hillcrest Village Subdivision. The Santa Fe Railroad was expanding westward from Galveston. It needed loading plans and a supply of fresh water at a location along the proposed tracks.

In 1872 the railroad hired Alvin Morgan to find a location for the stocks pens and water storage tank. He moved to the area and constructed a house in 1879. As the area developed and more settlers moved in to the area he opened a general store and saloon. He then later moved a box car from the railroad and converted it into a post office. When the population reached 49 the residents proclaimed the area a town and named it

Morgan after the original resident. Upon learning of another Morgan, Texas, the residents remained it Alvin. Alvin was officially incorporated in 1893, making it the oldest incorporated settlement in Brazoria County.

Alongside the cattle industry, agriculture began to develop in the early 1900's. Strawberries, oranges, pears and figs were grown in Alvin, as well as Cape Jasmine flowers. Hard freezes put an end to the citrus cultivation. Rice became a major agriculture commodity in the early 1930's and added to Alvin's economic growth. Oil was also discovered around that time in Brazoria County and continues to play a big part in the economy of the area.

The City of Alvin today continues to grow and develop each year. The city now has a population over 21,000 and growing. Located in northern Brazoria County Texas, Alvin has much to offer residents and visitors alike.



**Alvin Depot**



## Alvin Independent School District

### Community Highlights

The Alvin Independent School district is a Texas Education Agency Recognized district for academic achievement. The district is an accredited 5-A school district, which covers an area of 250 square miles in Northern Brazoria County. Communities serviced by AISD are Alvin, Manvel, Iowa Colony, Liverpool, Amsterdam, sections of Rosharon, Arcola, and Pearland. The district employs a full-time police department to ensure a safe learning environment for students and staff.

Elementary Schools 13      Academic Alternative School Site (ASSETS) 1

Middle/Junior High Schools 5      Discipline Alternative Center (ADAPT) 1

High Schools 2      Off-Campus Site (REACH) 1

2009-2010 Projected Fall Enrollment: 16,716

### Interesting facts...

- Savannah Lakes Elementary (PK-5) opened fall of 2008, becoming the 13th elementary school in the district.
- Fairview Jr. High (6-8) and Nolan Ryan Jr. High (6-8) opened fall of 2008, for a total of 5 Middle/Junior High Schools.
- The pupil/teacher ration average is 18:1
- Alvin ISD has 2,000 staff members who work hard to provide the best learning experience for every student.
- Students whose homes are two miles or more away from the school in their attendance area are eligible for free bus transportation to and from school.
- High school, junior high school and elementary age students participate in University Interscholastic League (UIL) academic and fine arts contests every year.
- Alvin ISD's tax rate: \$1.304 per \$100 of assessed value.
- In addition to regular education, the district's curriculum includes programs in Special Education, Gifted and Talented education, Career and Technology education.
- Athletes excel in a wide range of sports including football, volleyball, basketball, baseball, softball, soccer, gymnastics, golf, track and field, swimming and diving, water polo and tennis.
- High school seniors are admitted into some of the best colleges and universities in the nation including Duke University, Texas A&M University, the University of Texas, Notre Dame, Purdue, MIT and others.



## Alvin Community College

Alvin Community College (ACC) is a public community college, located in Northern Brazoria County. The college's main campus is located at 3110 Mustang Rd., and can be accessed from SH 35 bypass, near the Nolan Ryan Center. ACC Pearland is located in the heart of historic downtown Pearland, at 2319 North Garland Blvd., just off FM 518. In the fall of 2008, ACC expanded westward, offering night classes in Manvel at Manvel High School, and in Shadow Creek Ranch at Nolan Ryan Jr. High School. ACC is primarily a 2 year institution, but through teaming with the University of Houston, ACC is offering senior level courses at local campuses.

*2009 Fall Enrollment: 5,119*

### Community Highlights

#### Interesting facts...

- ACC's Child Development Lab School offers professional child care for the children of students and employees. This enables them to provide on hands experience for Early Childhood Development students.
- The Dual Credit Program offers high school juniors and seniors the opportunity to enroll in college level courses and receive high school and/or college credit.
- For those seeking a career move, ACC offers courses such as CPR (Basic Life Support), Basic EMT, Food Service Management, Pharmacy Technology, Realtor and Bank Teller training, plus a host of other courses.
- The Education 2 Go program offers a variety of online computer courses.
- The Continuing Education Department offers Independent School District (ISD) Substitute Teachers and Paraprofessional Training sessions.
- ACC offers a Marine Robotics Technology Program. This program is a combination of electronics and robotics applied to the ocean environment. Graduates can acquire work as Remote Operated Vehicle (ROV) pilots and ROV technicians earning very competitive salaries in the Oil and Gas Industry.
- ACC offers many cultural events. The ACC Theatre puts on more than 5 productions a year and two Children's Theatre productions that take place during the summer. The ACC Art Gallery is open year round and houses works created by ACC students and other organizations and schools
- Living within the ACC District or service area, one can enjoy the benefits of paying in-district fees. Out-of-District school fees are also very attractive compared to a 4-year university.



Demographics

**Population Demographics**

	<u>2000 Census</u>
Alvin City Limits	21,413
<i>Estimated Current</i>	23,178
Brazoria County	241,767
<i>Estimated Current</i>	293,121

*The following information based on a 5-mile radius from downtown Alvin, Texas*

	<u>1990 Census</u>	<u>2000 Census</u>
--	--------------------	--------------------

**Population by Gender**

Male	16,640	20,569
Female	16,790	20,736

**Population by Race/Ethnicity**

White	28,973	34,191
Black	608	777
American Indian or Alaska Native	147	215
Asian or Pacific Islander	186	370
Some Other Race	3,516	4,650
Two or More Races		1,103
Hispanic Ethnicity	6,476	10,766
Not Hispanic or Latino	26,954	30,539

**Population By Age**

0-4	2,833	3,372
5-14	5,751	7,025
15-19	2,703	3,420
20-24	2,464	2,764
25-34	5,851	5,714
35-44	5,055	6,813
45-54	3,736	5,418
55-64	2,528	3,412
65-74	1,434	2,072
75-84	854	1,000
85+	221	296

**Median Age**

30.2      32

**Households by Income**

\$0 - \$15,000	2,252	1,885
\$15,000 - \$24,999	1,989	1,661
\$25,000 - \$34,999	1,853	1,788
\$35,000 - \$49,999	2,298	2,222
\$50,000 - \$74,999	2,084	3,288
\$75,000 - \$99,999	704	1,813
\$100,000 +	318	1,561

**Housing Units**

Total Housing Units	12,886	15,199
Owner Occupied	7,526	9,946
Renter Occupied	3,977	4,273
Vacant	1,385	981

**Marital Status**

Age 15+ Population	24,845	30,909
<i>Married, Spouse</i>		
Present	15,540	18,243
<i>Married, Spouse</i>		

**Educational Attainment**

Age 25+ Population	19,678	24,725
Graduate	5,746	6,987
Some College- No Degree	4,738	6,668
Associates Degree	1,373	1,734
Bachelor's Degree	2,209	2,805
Graduate Degree	868	1,176

*\*Information from the The Greater Houston Partnership.Org*



Demographics

Major Employers

Alvin Independent School District	2,000
EchoStar/Dish Network	900
Alvin Community College	650
Ascend Performance Materials	500
Wal-Mart	433
INEOS Olefins & Polymers	429
Ron Carter	320

College/University in Alvin

Alvin Community College located at 3110 Mustang Road, Alvin

Other Colleges/Universities with over 2,000 students near Alvin

- San Jacinto College- South Campus (14 miles)
- San Jacinto College- Central Campus (20 miles)
- University of Houston- Clear Lake (18 miles)
- University of Houston- Downtown (24 miles)
- Texas Southern University (24 miles)
- Rice University (25 miles)
- University of St. Thomas (26 miles)

Airports certified for carrier operation nearest to Alvin

- William P. Hobby (17 miles)
- Ellington Field (17 miles)
- Brazoria County (24 miles)

Other public-use airports nearest to Alvin

- Alvin Airpark (1 mile)
- Wolfe Airpark (6 miles)
- Pearland Regional (9 miles)

Hospitals/Medical Centers near Alvin

- Alvin Urgent Care- 400 Medic Lane
- Clear Lake Regional Medical Ctr (12.3 miles)
- Memorial Hermann Southwest (13.5 miles)

Amtrak Station

Located at 902 Washington Ave, Houston, Tx (18 miles)

Banks

- First National Bank of Alvin
- First State Bank
- Guaranty Bank
- Hometown Bank of Alvin
- Moody National Bank
- Regions Bank
- Texas Advantage Bank
- Texas First Bank
- Wells Fargo Bank
- Wood Forest National Bank

Savings & Loans Association

- Chocolate Bayou Community FCU
- Associated Credit Union of Texas

Hotel Accommodations

- Americas Best Value Inn & Suites
- Best Western Alvin Inn
- Comfort Inn
- Holiday Inn Express & Suites
- Knights Inn
- LaQuinta Inn & Suites
- Rodeway Inn & Suites

Communications

- Newspapers-
  - The Alvin-Sun Advertiser
  - The Facts
  - Houston Chronicle

Area Attractions



**Nolan Ryan Exhibit Center**

Located inside the Nolan Ryan Center, the exhibit is a showcase of legend's career from Little League Baseball to the Majors, including interactive exhibits. The center also features a gift shop. The exhibit center is located off South Bypass 35 in Alvin, adjacent to



**Thelma L. Anderson YMCA**

Located off of South Highway 35, the YMCA offers classes such as Yoga, Pilates, & Tai Chi. Members can enjoy actives such as Spinning class, Water Fitness, and Family Fun Night. The YMCA offers child care and after school programs along with a wide variety of programs for seniors.



**Froberg Farms**

Visitors are offered an opportunity to tour the facility and pick their own homegrown fruits and vegetables. A visit to the fall/winter store also offers a wide variety of fruits and vegetables, including dried beans, homemade fruit, nut and fried pies, canned jellies, preserves and relishes. They are located off Highway 6 on County Road 190.



**Alvin Historical Museum**

The Alvin Historical Museum is located at 300 West Sealy Street. Visitors can tour the museum exhibits every Thursday and Friday from 11:00AM to 3:00PM. Visitors can also enjoy the gift shop which offers items such as calendars, ornaments and 1915 directories.



**Community Events**

**January**

AISD Mustang Bayou Turbo Turtle Race

**February**

Alvin Evening Lions Club Pancake Supper  
Annual Chamber Banquet

**March**

Soroptimist Int'l of Alvin-"Men Who Cook"  
Alvin Noon Lions Club Annual Auction & Fish Fry  
Alvin Ducks Unlimited Annual Banquet & Auction

**April**

Kiwanis Club Annual Crawfest and Shrimp Boil  
Alvin Parks & Recreation Easter Eggstravaganza  
Alvin Garden Club Annual Garden Tour  
St. John's Annual Spring Festival  
Alvin Library League Annual Used Book Sale  
Alvin Garden Club Annual Flower Show & Plant Sale

**May**

Cinco De Mayo Celebration  
Alvin Rotary Club Annual Frontier Day Festival  
Alvin-Manvel COC Annual Golf Tournament  
Shimek's Gardens Annual Opening

**June**

Annual Tour de Braz Bike Ride  
Alvin-Manvel Relay for Life (American Cancer Society)

**July**

Alvin 4th of July Celebration

**September**

Alvin's All American Festival  
Blue Santa Motorcycle Ride  
Alvin Community College Septemberfest

**October**

**Alvin Express Baseball Tournament**

Brazoria County Fair & Rodeo  
Alvin EMS Annual Haunted House  
Paws & Claws Rolling Thunder Rally  
ACC Fall Festival & Carnival  
Alvin Parks & Recreation Trick or Treat Trail  
Hallelujah Night at Victory Camp  
Fall Festival at Heights Baptist Church  
Alvin Senior Center Celebrity Murder Mystery Dinner Theatre  
Alvin Lutheran Church- Oktoberfest  
Grace Episcopal Church- Annual Pumpkin Patch

**November**

Alvin Rotary Club Novemberfest  
Alvin Museum Society Evening With the Stars  
ACC Annual Veteran's Day Ceremony  
ACC Festival of Lights

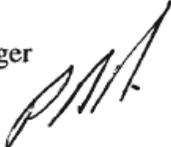
**December**

Walk-A-Christmas Mile  
ACC Foundation Annual Christmas Gala  
Alvin-Manvel Area COC Christmas Celebration  
Holiday in the Park  
Victory Camp "Christmas Train"  
Alvin Senior Center Annual Breakfast with Santa  
ACC Holiday Theatre Production  
Alvin Volunteer Fire Department Annual Christmas Open House  
Holiday Classic Basketball Tournament



## MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Paul A. Horn, City Manager  
**DATE:** July 30, 2009  
**SUBJECT:** Proposed Fiscal Year 2009-2010 Annual Budget



In accordance with our City Charter, we are pleased to submit the proposed City of Alvin Annual Budget for the fiscal year beginning October 1, 2009. This budget represents our best estimate of expected City revenues, the allocation of operating funds necessary to best provide services to our citizens, a true representation of debt obligation by the City, and recommended capital projects needed to maintain the growth of the City. The Annual Budget, once approved by Council, will become the Staff's guideline for management of funds and the tool for Council's financial control.

### SUMMARY

Alvin was challenged in September 2008 with the direct hit of Hurricane IKE. While the hurricane was classified as a level 2 storm when it hit the coast at Galveston, the winds in Alvin reached speeds of 75 mph, gusting to 90 mph. There was significant roof damage to many homes and businesses, damage and up rooting of trees, and almost 100% damage to signs around town. Much as the 2008 – 2009 fiscal year has been spent in clean up of the community and repair to City facilities. While FEMA has advised that it would reimburse us for the approximately \$2,000,000 in tree and debris cleanup and the \$1,000,000 in building and property repairs, aid has been slow in coming. The repairs to the parks and public works facilities that are not essential have been postponed until funding arrives. The contractor responsible for most of the cleanup is accustomed to FEMA operations and has been patient in expecting payment.

While the national economy has not impacted Alvin to the extent that it has in other cities, it has effected new home construction. The city will have issued approximately 50 new home permits during the 2008-2009 fiscal year. This is down from 110 the previous year. The damage from IKE, the slowdown in new home construction, and the housing market in general has impacted our property tax base. If not for the addition of new residential and commercial construction, our revenues would be down. Our 2009 tax base, including our new homestead exemption, is only up 1.36% from 2008. While our sales tax slipped a little in late 2008 and early 2009, it appears to be recovering nicely. We expect sales tax to be flat or slightly up for the 2009-2010 fiscal year.

Note that the City's finances remain strong. On 8/9/2006, Moody increased our bond rating from A3 to A2. On 4/3/2009, Standard and Poor's increased our Water and Sewer Revenue bond rating from A- to A+. Then again on 8/30/09 Standards and Poor's



increased the City's General Obligation bond rating from A to A+. These changes reflect a confidence in both our community and in our Council's fiscally responsible governance. These changes will keep our cost of borrowing low which is essential for a growing city.

In 2006-2007 and 2007-2008 the City borrowed \$6,005,150 in Certificate of Obligation Bonds to fund a much needed elevated water storage tank, a major upgrade to our Waste Water Treatment Plant, and replacement of many of our aging sewer lines. The City completed the storage tank in 2008 and will complete the upgrade on the treatment plant by the end of 2009. Replacement of the sewer lines is an ongoing project. Based on recommendations of our financial advisors the City has made adjustments in its water, sewer, and sanitation rates annually since 2005 to account for actual inflation. This policy has improved our credit rating and allowed the City to make the infrastructure improvements necessary to keep up with our growth. Again this budget assumes that the City will adjust the water and sewer rates by 0.5% as determined by this year's published CPI-C index.

Other considerations included in this proposed budget are:

- Funds are not available to provide an employee cost of living this year. Police officers are exempted and any increase is covered by contract. This budget assumes no cost of living increase in the police contract being negotiated at the time of this budget proposal.
- Two existing full-time positions have been eliminated – one in the Parks Department and one in the Community Development Department. No new employee positions have been added. One existing part-time position has been eliminated – IT Department. One existing full-time position has been reduced to part-time – Utility Billing Department.
- No currently funded capital projects have been cut; however, no new capital projects are proposed in this budget.
- The Parks Department has eliminated certain programs that have a very high cost per participate ratio.

### **ECONOMIC GROWTH**

Alvin has executed a Developer's Agreement with Tri-star for a 1,500 acre mixed use development on the west side of town. The development is located on the southwest corner of SH 288 and FM 1462 and will include commercial, retail and residential components. The commercial and retail areas will be annexed into the City when construction begins and the residential area will be developed in a new ETJ Municipal Utility District established to fund the massive required utility infrastructure. Likewise, the City has entered into a Developer's Agreement with Apex for a 300 acre tract on the northwest corner of SH 288 and FM 1462. Apex has requested annexation into the City which should be complete by the end of 2009. They will form an inter-city MUD to finance its utilities and streets. Both of these developments will be mixed similar to the SH 288 Aperion project, which is the project approved by Council last year on SH 288.



Alvin expects work to begin on these projects in about 18 months with a total build-out by 2025.

The status of new platted subdivisions is shown below:

### NEW SUBDIVISION STATUS

<u>Subdivision</u>	<u>Lots</u>	<u>% Lots Built</u>	<u>% Homes Built</u>
Forest Heights	307	100%	44%
Hamilton Square	120	100%	95%
Callaway Crossing	17	100%	41%
Royal Estates	19	100%	42%
North Pointe Trails	210	100%	34%
Midtown Park	264	32%	13%
Mustang Crossing	480	30%	17%
Kendall Lakes	808	39%	2%
Hunter's Cove	41	100%	7%

The City is anticipating approximately 50 new homes to be built in FY 2009-2010.

Alvin's economy continues to grow in residential and commercial arenas. Commercial permits YTD ending in May equaled \$1.3 MM and 23 residential permits YTD ending in May equaled \$4 MM. The City's population in 2009 is at 25,000 with 47,000 in population within a 5-mile radius of downtown. We have a retail trade area of over 71,000 in population that are shopping in Alvin. Highlights of new projects are:

- Dish Network, who began in 2006 with 500 jobs, has now grown to over 950 in employment, far exceeding our expectations.
- Two new builders, Brighton Homes and Grandview Builders are constructing homes in Alvin.
- The Sears retail store opened last fall and has appliances, home & gardening equipment, electronics, etc.
- Roadway Inn & Suites opened October 2008 on State Highway 6.
- Express Collision Center opened and added 24 jobs, redeveloping the former 84 Lumber.
- Holiday Inn Express is now open and the \$5 MM La Quinta Inn & Suites on SH 35 Bypass is under construction and will be adding 54 rooms and 20 jobs.
- Laurel Court, a \$7.5 mm, 44,000 Sq. Ft., 125-bed skilled care facility is complete and open.
- Beginning 2009, local projects equaling \$12 MM and 139 Jobs were initiated and will come in between 6 and 18 months.
- Denbury Resources purchased the Hastings Oilfields for tertiary oil recovery and will build a \$250 MM facility and add 20-30 jobs.



- The 110-unit Melbourne Seniors Apartments are scheduled for September to close on financing and request building permits.
- The 250-unit Wood Forest Seniors development is scheduled to close on the property in December of this year.
- Anytime Fitness is under construction in the Highlands Shopping Center.
- Grand Square Plaza (across from Joe's BBQ) a 23.5 acre mixed use development to include retail and residential is under development.
- Alvin Industrial Park (Kendall Lakes) is now marketing a 178-acre warehouse and distribution business park.

The intersection of Highway 6 and 35 Bypass is continuing to develop. An Office Depot is scheduled to come in this August or September next to Home Depot and includes two new retail pad sites. Across the Bypass in a new retail complex, Alvin Crossing, where Walgreens has closed on their second site, a retail strip center is under construction, and dirt work is under way for an extended stay hotel.

Alvin continues to work with the Port of Freeport and Consolidated Warehousing on Second Street and is near completion of a second Free Trade Zone (FTZ) in our City. This site has completed a \$75,000 railroad refurbishing project to include a new switch that is now operational. Recently, Reactor Services International activated Alvin's first FTZ allowing duty deferral benefits for warehousing of catalyst which services the refining and petrochemical industries.

Alvin Community College was awarded a \$2.3 MM workforce training grant that will cover four companies in their service area. Denbury Resources will be added to this grant to provide training for about 30 employees.

These projects and activity along with our excellent highway and railroad infrastructure, position Alvin to be a sought after community.

### **QUALITY OF LIFE**

The City is focusing its attention on Quality of Life. The City has funded and supported new parks, existing park improvements, recreational and senior citizen programs, a Library, and a Museum over the past years and continues to do so.

The City is actively making capital improvements in our new Bob Briscoe Park. Council appropriated \$967,000 two years ago to conclude these improvements. We have constructed four new lighted soccer/football fields with a concession complex scheduled to begin construction in the fall of 2009. A concrete hiking exercise trail, along with a playground, is designed within Briscoe Park that will connect to the ACC trail. With the assistance of the C&R District, we are improving the wet detention lake in Briscoe Park to increase its depth and shape the banks. The goal is to make it a true amenity.



Council recently entered into a contract with Klotz Engineering for the completion of a hike and bike trail from the swimming pool to South Street. This will be done through the second phase of a TXDOT Hike and Bike grant obtained several years ago.

The second annual All American Festival over Labor Day weekend was another great success with over 5000 attendees. Many civic groups and businesses came together to make it truly a community affair. Work is underway to make the third All American Festival even better than the first two. Other new recreation programs initiated with enthusiastic public participation included the first Mother-Daughter Sleepover; second Father-Son Campout; Third Annual Halloween Trick or Treat Festival in National Oak Park and the initial Bark in the Park event.

### **2008 – 2009 Accomplishments**

#### **Improve Economic Development for the Community**

- Execute two Developer's Agreements for additional Master Planned Developments on SH 288 totaling 1800 acres.
- Complete new annexations on SH 288 and east Hwy 6.
- Complete a Retail Trade Study to attract new businesses and support existing businesses.
- Publish and Distribute City Annual Report.
- Continue Economic Development Strategy and Plan for the City.
- Update the City's Subdivision Ordinance.
- Approve an increase in the Homestead Exemption to include all home owners.

#### **Improve Services for the Community**

- Offered Citizens a Charter Review Update.
- Implemented new Code Enforcement software.
- Added new experienced Code Enforcement Officer.
- Upgraded video systems in the Chamber to improve presentation.
- Updated Apartment Ordinance.
- Investigated Long-Term Plans for City Cemetery.
- Purchased new Pumper Truck.
- Installed OSSI Emergency Dispatch System.
- Installed new switchgear at APD for Emergency Generator.
- Applied for Emergency Generator grant for City Hall.

#### **Improve the Image and Recreation Opportunities to the Community**

- Completed sports fields in Briscoe Park.

#### **Improve City Utility Services and Advance Mobility Projects for the Community**

- Constructions of major upgrades to the City's 30 year old Waste Water Treatment Plant is underway with completion planned for the end of 2009.
- Completed new elevated water storage tank.



- Continue the City's program to replace deteriorating iron water lines in a planned and systematic manner.
- Continue the City's program to install new sewer lines or liners to reduce infiltration/inflow during rain.

## **2009 – 2010 Goals**

### **Improve Economic Development for the Community**

- Update Comprehensive Plan.
- Develop a Conference Center via a Joint Venture.
- Assume responsibility of the Alvin Tourist and Convention Bureau.

### **Improve Services for the Community**

- Revise and Streamline the City's Ethic Ordinance.
- Explore and address Humane Shelter Facilities on Hwy 6.
- Consider ordinance to Limit Commercial False Alarms.
- Continue to Digitize and Index City files.
- Establish Railroad "Quiet Zones" at Tovrea, Gordon, and Second St.

### **Improve the Image and Recreation Opportunities to the Community**

- Finish the Bob Briscoe Park.
- Complete Phase 2 of the Hike and Bike Trail – from the City pool to South Street.
- Make improvements to the Hike and Bike Trail in National Oak Park.
- Beautify Downtown corner at Willis and Gordon.
- Install directional signs for Parks at highways.
- Consider Night Recreational Program.
- Develop a Skate Park for our youth.
- Consider a plan to utilize the County's Callaway facility for a Park's office.

### **Improve City Utility Services and Advance Mobility Projects for the Community**

- Develop and implement plan to reduce flooding around High School.
- Implement FEMA Community Rating Service Program.
- Install new concrete on McGinty for two lane traffic.
- Continue efforts to Extend FM 528 and advance Grand Parkway and Hwy 35 Toll-roads.
- Install new paver sidewalks, curbs, and asphalt overlay in the downtown area.

## **TIRZ #2**

TIRZ #2 was formed in 2003 for the development of the Kendall Lakes subdivision. Construction on the first four subdivision Sections began in February 2006 with construction of homes beginning in early 2008. Approximately seventy percent of the property tax derived from the incremental improvements will be used by the developer for the construction of public infrastructure. Thirty percent will be directed to the City for



Administrative, Police, and Emergency Services. The City will also receive construction Impact Fees and residential water and sewer service fees. The City approved a revision to the Development in 2009. Approximately half of the property will now be dedicated for commercial and light industry. Plans to bring rail into the industrial part are underway. The frontage along SH 35 is still slated for commercial retail.

### **FM 528 EXTENSION, GRAND PARKWAY AND ALVIN TOLL-WAY**

The effort to move the proposed FM 528 Extension through HGAC and TXDOT made significant advanced in 2009 made possible mainly by our new Congressman Randy Webber, our new Commissioner Stacy Adams, and our new County Judge Joe King. The Houston TXDOT District has proposed and submitted the right-of-way to the Austin for inclusion into the TXDOT System. This opens up more avenues for funding options. TXDOT has suggested and Council approved an application for its "pass-through" funding program. Action is scheduled to be considered by TXDOT Commissioners in August 2009.

TXDOT has selected the proposed routing for the Grand Parkway. The route will connect SH 288 at CR 60 to SH 35 near Liverpool, follow 35 north around Alvin to just past FM 517, and then connect eastward to I-45 at CR 646. The detail highway schematics and environmental impact are now being done. The Brazoria County Toll-Road Authority has entered into an agreement with the Harris County Toll-Road Authority to let Harris County take the lead in working with TXDOT to do this project.

TXDOT has completed its analysis of the SH 35 Corridor. It is recommending a toll-way beginning a Spur 5 near the University of Houston following Mykawa Road down to Alvin where the existing 35 will be improved from Alvin to Angleton. This toll way project is supported by the Cities of Alvin, Pearland, Friendswood, League City, and Brookside, by the County and by the Chocolate Bayou Chemical Companies. Due to a lack of general funding for new highways, this project schedule has slipped. Jacobs Engineering is doing the environmental studies, but TXDOT has taken over the detail schematics to do in-house. The next public meetings are scheduled for 2010.

Both of these new roads will have a major impact on Alvin mobility and will allow reasonable commuting times between Alvin and Houston, Clear Lake, and Sugarland. This will result in Alvin becoming a residential alternative for a greater number of people.

### **PROJECTED REVENUES**

The proposed budget is based on the following estimated revenues:

#### **General Fund**

The Brazoria County Central Appraisal District has provided the City of Alvin a certified roll. The final net taxable value is \$921,511,600. The tax levy is \$7,405,267. The city has



a collection history of 96.5% of the total levy, so therefore only 96.5% of the tax levy is budgeted.

#### **Sales Tax Fund**

The sales tax revenue for FY 2008-2009 was budgeted at \$3,810,460. Sales tax has continued slower, but an upward trend has occurred for the last several months of the 2008-2009 fiscal year. Also, with the recent opening of new retail businesses and hotels in Alvin, the Sales Tax is budgeted for FY 2009-2010 at \$3,796,840.

#### **Utility Fund**

Water and sewer revenue for FY 2008-2009 is projected to be \$5,970,833. Due to Consumer Price Index increases, the revenues for FY 2009-2010 have been increased by 0.5% to \$6,000,687.

#### **Sanitation Fund**

The City solicited competitive proposals for sanitation services in 2005. The contract provides for an annual CIP adjustment and a cost of fuel adjustment. The contractor, IESI, has formally submitted its proposed 1.36% adjustment to the City. The fuel adjustment calculation budgeted represents an overall increase of 5%. While not approved at this time, the proposed budget includes revenues of \$2,156,102 with expenses to IESI of \$1,846,342. Prior to final approval of this budget, Council will consider approval of the annual adjustment and new customer rates.

### **FRANCHISE REPORT**

#### ***Comcast Cable***

Comcast is the current cable operator in Alvin. In 1999, the fiber optic rebuild of the cable system was completed. Time Warner (now Comcast) informed the City that it would not be collecting franchise fees on cable modem services based on an FCC declaratory ruling. That ruling is currently on appeal. In January, 2007 Comcast and Time Warner announced that they had completed the distribution of assets of their Texas and Kansas City Cable Partnership. Comcast received the pool of assets consisting of the partnership's Houston cable system (the "Houston Pool"), which serves approximately 790,000 basic cable providers. Annual revenues to be received from Comcast in fiscal year 2009-2010 is approximately \$160,000.

#### ***Texas-New Mexico Power Company***

The City Council approved a ten-year franchise agreement with Texas New Mexico Power Company ("TNMP") in December, 2003 to operate an electric utility system in the City. On July 26, 2004 the City of Alvin was notified that TNP and First Choice had agreed to an acquisition of the companies by PSC, a major investor-owned utility in New Mexico. The projected annual revenues to be received in fiscal year 2009-2010 from TNMP are approximately \$824,000.



***Reliant Energy- Houston Lighting and Power Company***

Reliant Energy-Centerpoint Energy serves a small portion of the City of Alvin and operates its electric utility system pursuant to Chapter 20 of the Code of Ordinances, City of Alvin, Texas. The projected annual revenues to be received from Centerpoint in fiscal year 2009-2010 are approximately \$16,000.

***Centerpoint Energy- Entex***

By Ordinance No. 68-C the City Council granted a franchise to Houston Natural Gas Corporation (now "Reliant Energy- Entex") to operate a natural gas pipeline system within the City to provide natural gas service to the Community. The projected annual revenues to be received in fiscal year 2009-2010 from Entex are approximately \$72,000.

***AT&T***

As a result of HB 1777 (codified as Chapter 283 of the Local Government Code) which became effective on September 1, 1999 the City has no franchise agreement with AT&T or other certified telecommunications providers. The PUC has established the access line rates under the statute for such providers. The projected annual revenues to be received in fiscal year 2009-2010 from the certified telecommunications providers are \$150,000.

**DONATION POLICY**

The Donation policy will ensure that the City has an updated list of appropriate items and services that could be donated to the City. The policy provides opportunity to the Parks Board, Planning Commission and others to input to the list. The list would be reviewed and approved by Council each year. Any donation in excess of \$5,000 must be approved by Council.

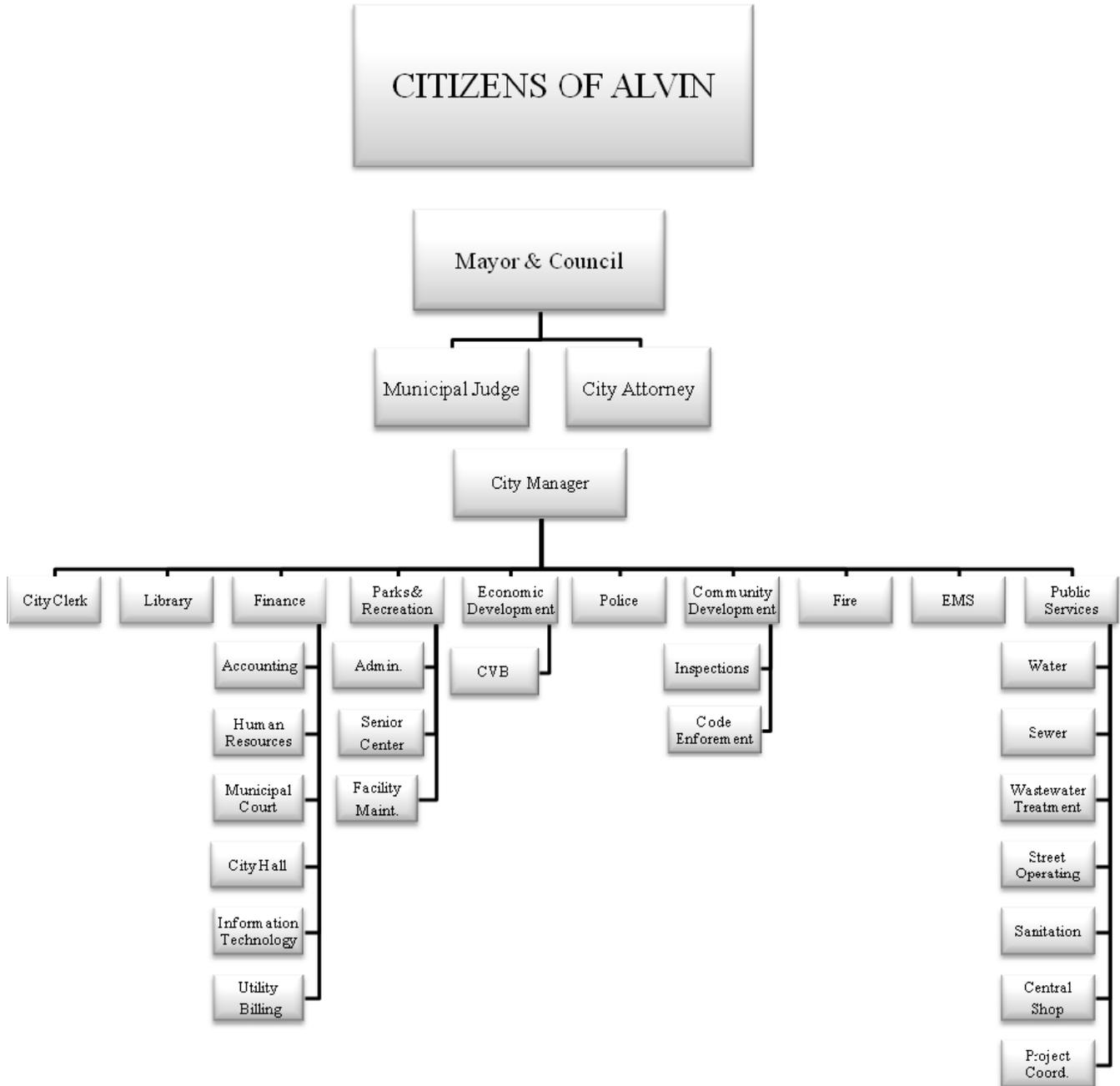
**REAL PROPERTY INVENTORY**

A copy of the Real Property Inventory update is provided for Council review, and will be made available in the Finance conference room.





# City of Alvin Organizational Chart





## **CITY OF ALVIN, TEXAS**

### **OFFICIALS & CONSULTANTS**

#### Officials:

Paul Horn	City Manager
Bobbi Kacz	City Attorney
Tommy Peebles	City Clerk
Suzy Kou	Director of Finance
Mike Merkel	Chief of Police
Rex Klesel	Fire Chief
Larry Buehler	Director of Economic Development
Ron Schmitz	Director of EMS
Michelle Holley-Lira	Director of Community Development
David Kocurek	Director of Public Services
Ed Hersh	Director of Parks & Recreation
Danna Kay Wilson	City Librarian

#### Consultants:

Donna Starkey	Municipal Court Judge
Bill Pannell	Alternate Municipal Court Judge
Abel R. Longoria	Medical Director
Belt Harris & Assoc., L.L.P.	Independent Auditor
Coastal Securities	Financial Advisor
Vinson & Elkins, L.L.P.	Bond Counsel
Olson & Olson, L.L.P.	Legal Advisor



ORDINANCE NO. 09-AA

AN ORDINANCE OF THE CITY OF ALVIN, TEXAS ADOPTING THE BUDGET FOR THE CITY OF ALVIN, TEXAS FOR FISCAL YEAR 2009-10; DIRECTING THE CITY CLERK TO POST A COPY OF THE BUDGET ON THE CITY OF ALVIN WEBSITE; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, State Law and the City's Home Rule Charter require that the City enact an annual budget: and

WHEREAS, the city desires to comply with sound budgetary principles and protect the citizens of the City by maintaining a fund balance adequate to cover the needs of the City during fiscal year 2009-2010; and

WHEREAS, the budget for fiscal year 2009-2010 reflects Council's best efforts at providing a balanced budget and maintaining the necessary fund balance to meet the City's needs; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS;

Section 1. That the City Council hereby adopts the recitals and findings set forth in the preamble hereof.

Section 2. That the City Council hereby adopts the City of Alvin Annual Budget for fiscal year 2009-2010, a copy of which is attached hereto and incorporated herein by reference. Such budget is adopted by the favorable vote of a majority of the members of the City Council of the City of Alvin in a Council meeting duly assembled in accordance with Article VII of the Home-Rule Charter of the City of Alvin, Texas.

Section 3. That the City Council files the budget with the City Clerk and directs the City Clerk to post a copy of the budget on the City of Alvin website.

Section 4. Open Meetings Act. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Tex. Gov't Code.

PASSED AND APPROVED on first reading on the 3 day of September, 2009.

PASSED AND APPROVED on second reading on the 14 day of September, 2009.

ATTEST:

CITY OF ALVIN:

By: Thomas W. Peebles, City Clerk

By: Gary Appelt, Mayor



**ORDINANCE NO. 09-BB**

**AN ORDINANCE OF THE CITY OF ALVIN, TEXAS, LEVYING A PROPERTY TAX RATE FOR THE YEAR 2009; DIRECTING THE TAX ASSESSOR-COLLECTOR TO ASSESS, ACCOUNT FOR, AND DISTRIBUTE THE PROPERTY TAXES AS HEREIN LEVIED.**

**WHEREAS**, Section 26.05 (a) of the Tax Code requires taxing authorities to adopt a property tax rate by September 30 of each year or within sixty days after receipt of the certified appraisal roll; and

**WHEREAS**, Section 26.05 (a) of the Tax Code requires the total property tax rate be approved in two components: (1) Maintenance and Operations; and (2) Debt Service; and

**WHEREAS**, Section 26.05 (b) of the Tax Code requires that if the ordinance sets a tax rate that, if applied to the total taxable value, will impose an amount of taxes to fund maintenance and operation expenditures of the taxing unit that exceeds the amount of taxes imposed for that purpose in the preceding year, the taxing unit must include in the ordinance in type larger than the type used in any other portion of the ordinance the following statement:

"THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE";

**NOW, THEREFORE; BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:**

That there be and is hereby levied for the year 2009 on all real and personal property within the City limits of the City of Alvin, Texas, except so much thereof as may be exempt by the Constitution and laws of the State of Texas and of the United States the following:

**Section 1.** An ad valorem tax of and at the rate of \$0.6709 on the One Hundred Dollars (\$100.00) valuation of the real and personal property and mineral royalties owned within the City limits of Alvin on the first day of January 2009 to provide for the current expenses of the City of Alvin, Texas (General Fund).

**Section 2.** An ad valorem tax of and at the rate of \$0.0025 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009, to pay current interest and to provide a Sinking Fund on the General Obligation Refunding Bonds, Series 1998.

**Section 3.** An ad valorem tax of and at the rate of \$0.0104 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009, to pay current interest and to provide a Sinking Fund on the Certificates of Obligation, Series 2000.

**Section 4.** An ad valorem tax of and at the rate of \$0.0280 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of



Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on the General Obligation Bonds, Series 2002.

**Section 5.** An ad valorem tax of and at the rate of \$0.0341 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on the General Obligation Refunding Bonds, Series 2002A.

**Section 6.** An ad valorem tax of and at the rate of \$0.0066 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on the General Obligation Refunding Bonds, Series 2003.

**Section 7.** An ad valorem tax of and at the rate of \$0.0044 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on the Tax Anticipation Notes, Series 2005.

**Section 8.** An ad valorem tax of and at the rate of \$0.0150 on the One Hundred Dollars valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on the Certificate of Obligations, Series 2006A.

**Section 9.** An ad valorem tax of and at the rate of \$0.0132 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on the Certificate of Obligation, Series 2006C.

**Section 10.** An ad valorem tax of and at the rate of \$0.0155 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on the Tax Anticipation Notes, Series 2007.

**Section 11.** An ad valorem tax of and at the rate of \$0.0008 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on the Certificate of Obligation, Series 2008A.

**Section 12.** An ad valorem tax of and at the rate of \$0.0022 on the One Hundred Dollars (\$100.00) valuation of the real and personal property situated and owned within the City limits of Alvin on the first day of January 2009 to pay current interest and to provide a Sinking Fund on capital leases.

**Section 13.** Taxes are to be calculated on the basis of one hundred percent (100%) of assessed value for the 2009 tax year.

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**



A total tax rate of all property was set at \$0.8036 per One Hundred Dollars (\$100.00) valuation, and such total tax rate was adopted by favorable majority of the members of the City Council of the City of Alvin, Texas in a Council meeting duly assembled in accordance with the Home-Rule Charter of the City of Alvin, Texas and such action is hereby ratified, confirmed and affirmed.

**Section 14.** That the recorded vote of the City Council on this ordinance is:

Council Members voting FOR adoption: Jim Landriault, Kerry Collins, Eddie Murray, Greg Bullard and Roger Stuksa

Council Members voting AGAINST adoption: none

Council Members absent: Eileen Cross and Charles Batty, III

**Section 15.** This ordinance is adopted in compliance with Article VII of the City Charter.

**Section 16. Open Meetings Act.** It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't Code.*

PASSED AND APPROVED on first reading on the 3 day of September 2009.

PASSED AND APPROVED on second reading on the 14 day of September 2009.

ATTEST:

CITY OF ALVIN, TEXAS:

By: Thomas W. Peebles  
Thomas W. Peebles, City Clerk

By: Gary Appel  
Gary Appel, Mayor



## **BUDGET PROCESS**

### **General Budget Requirements**

#### *Budget Process*

*The budget process is an instrumental key to the development of the City of Alvin's strategic plan. This allows the departments an opportunity to reassess goals and objectives and determine a means for accomplishing them. Budget preparation begins eight months prior to the Council adoption of the final budget in September.*

- The City Manager, between 60 to 90 days prior to the start of each fiscal year, shall submit to the Council a proposed budget. It should provide a complete financial plan for the fiscal year and shall be prepared in accordance with generally accepted accounting standards and guidelines established by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
- The budget and all supporting schedules shall be filed with the City Clerk, submitted to the council and shall be a public record. The City Manager shall provide copies for distribution to all interested parties.
- The Council shall fix the time and place of a public hearing on the budget and shall cause to be published in the official newspaper of the city, a notice of hearing setting forth the time and place thereof at least five days before the date of such hearing. All interested parties shall be given an opportunity to be heard for or against any item or the amount of any item contained.
- Prior to October 1, the budget shall be enacted by a favorable majority of the members of the council.
- Upon adoption, the budget shall be in effect for the fiscal year. A copy of the budget as finally adopted shall be filed with the City Clerk and the City of Alvin Library. The final budget shall be reproduced and electronic versions and/or printed copies shall be made available for the use of all offices, departments and agencies and for the use of all interested persons and organizations.
- From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the object classes therein named. Budget adjustments within a department are approved by the City Manager. All supplemental appropriations for a department should be approved by the City Council.

#### *Budget Phases*

- **Assessment Phase-** This phase consists of assessing our current financial conditions and determining the existing needs within the City, evaluating short and long range economic and financial forecasts. Community feedback is extremely important in helping to establish priorities and determines a means of accomplishing those objectives for the coming budget year(s). Recommendations from the Parks Board, Planning Commission and City Departments are also reviewed.

***Time Frame: February through late April***

## BUDGET PROCESS

- **Developmental Phase-** The development phase begins with distribution of budget instructions to all departments. Departments begin the process of developing program budgets addressing program objectives, setting goals and prioritizing needs for each program. Short term and long term operating needs and capital outlay requests are determined during this phase.

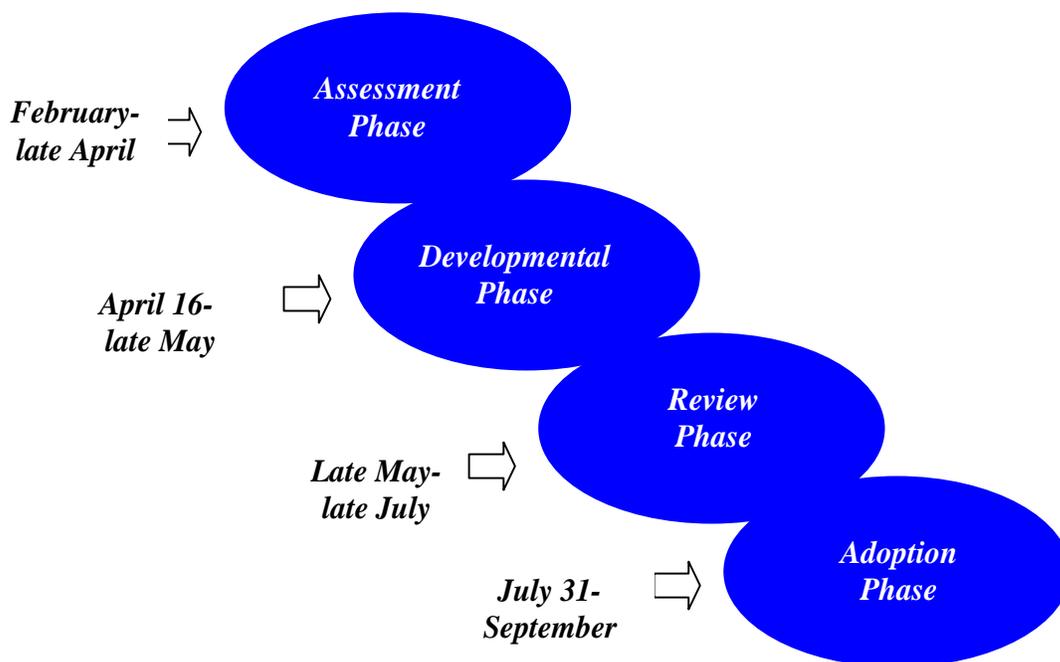
*Time Frame: Late April through late May*

- **Review Phase-** This phase begins with the submission of budgets by each department. The City Manager begins reviewing departmental budgets and objectives to ensure that City needs and Council priorities are being met while maintaining the fiscal integrity of the City. The City Manager meets with each department head to review their budget with the end result being the creation of a balanced budget the City Manager will submit to Council for adoption. A balanced budget according to Article VII, Section 14 of the Alvin Code of Ordinances means that total estimated expenditures of all fund types shall not exceed the total estimated resources of each fund.

*Time Frame: Late May through late July*

- **Adoption Phase-** A proposed budget is presented to City Council by the City Manager. Work sessions are held by Council to review the proposed budget. A special City Council meeting is held for Council to vote to exceed 3% above the effective tax rate along with public hearings on the proposed budget and property tax rate. The adoption phase concludes with the first and second reading of the Budget and Tax Rate Ordinances in September. The new fiscal year begins October 1<sup>st</sup>.

*Time Frame: Late July through September*





## **BUDGET PROCESS**

### *Property Tax*

- The council shall have the power under the provisions of the state law to levy assess and collect an annual tax upon real and personal property within the city to the maximum provided by the constitution and laws of the State of Texas. The city council shall also have the power to levy other taxes consistent with the laws of the State of Texas.
- All real and personal property within the city not expressly exempted by law shall be subject to annual taxation.
- The amount in the final adopted budget shall be the determination of the amount of the levy for the purposes of the city in the corresponding tax year; provided, however, that in no event shall such levy exceed the legal limit provided by the constitution and laws of the State of Texas.



## Fiscal 2009-10 Annual Operating and Capital Plan Calendar of Events for Budget Preparation and Adoption

April 13 or 20th	Kick off meeting for budget 2009-10 (Part of Monday staff meeting)
May 18 (est.)	Preliminary values for 2009 available from Appraisal District
May 28	Review Council goals 2008-09, discuss Council goals 2009-10
June 12	Departments' Budget Requests submitted
June 12 - July 8	Budget review by the Manager and department heads.
July 9	Council Budget Workshop
July 22 (est.)	Certified Values for 2009 received from Appraisal District
July 30	City Manager Proposes Budget (Special Council Meeting) and sets date and time for public hearing on the budget
August 6	Include with City council meeting ( <i>Council to vote to exceed 3% above the effective tax rate</i> ). Set dates and time for two public hearings on tax rates on August 18 and 25th
August 13 & 18	Council work session(s) on proposed budget
August 18	Public hearings on proposed budget and property tax.
August 25	Council work session on proposed budget (if necessary) Second Public Hearing on Tax Rate
September 3	Budget and tax rate ordinance adopted on first reading.
September 10	Budget and tax rate ordinance adopted on second reading.
October 1	Fiscal Year Begins



## ACCOUNTING SYSTEM

### *Description of Funds and Fund Types*

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The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent the means by which spending activities are controlled. The City uses six fund types and two account groups.



**GOVERNMENTAL FUNDS-** Governmental type activities are accounted by four fund types, which are the General Fund, Special Revenue Fund, Capital Projects Fund and Debt Service Fund.

- ◆ **General Fund** - The General Fund is used to account for all financial transactions which are not accounted for in another fund. The principal source of revenues of the General Fund is property taxes, sales taxes, franchises, and fines and forfeits. Expenditures are for general government, finance, public safety, public works, culture parks maintenance and recreation, community development and other community services.
- ◆ **Special Revenue Funds** - The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, or major capital projects) that are legally restricted to expenditures for special purposes. Special revenue funds include State of Texas and Federal grants as well as Hotel/Motel tax revenues. The City has the following special revenue funds:

***Hike & Bike Trail System Fund-*** This fund accounts for a grant for the Hike & Bike Trail System in the City.

***Hotel/Motel Tax Fund-*** Revenues are from a room occupancy tax with expenditures for the promotion of tourism and the convention and hotel industry.

***Municipal Library Building Fund-*** To account for interest earned from investments of customer deposits in the Enterprise Fund and interest earned on fund investments. Funds are expended for the benefit of the City of Alvin Library.

***Special Investigation Fund-*** This fund receives a share of money and property seized during drug related arrests. The funds are used by the police department for investigations involving drugs.



## ACCOUNTING SYSTEM

### *Description of Funds and Fund Types*

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***Municipal Court Building Security Fund-*** This fund is set up to account for monies collected and used from Municipal Court fees required by state law for Municipal court building security purposes.

***Municipal Court Technology Fund-*** This fund is set up to account for monies collected and used from Municipal Court fees as required by state law for Municipal technology purposes.

***Donations-*** To account for donations received by the City. Funds are expended as specified by the donation.

***Juvenile Case Manager Fund-*** This fund is set up to account for monies collected and used to finance the salary and benefits of a Juvenile Case Manager employed by the City of Alvin Municipal Court.

- ◆ **Capital Projects Fund** - The Capital Projects Fund is used to account for the proceeds from the sale of general obligation bonds and expenditure of these proceeds for the acquisition or construction of fixed assets as designated in each bond issue or as authorized by Council. Sources of revenues are primarily proceeds of general obligation debt and transfers from other funds.
- ◆ **Debt Service Fund** - The Debt Service is used to account for the payment of interest and principal on all general obligation debts of the City. The primary source of revenue for debt service is property taxes.
- ◆ **Sales Tax-Street Improvements Fund** - The Sales Tax Street Improvement Fund is used to account for a portion of the Sales taxes received that Council has designated to be used for street projects, to support the streets and provide engineering and maintenance support of street. The primary source of revenue is sales taxes received by the City.
- ◆ **Permanent Fund** - The Permanent Fund is used to account for the handling and maintaining of the City's Cemetery.



### PROPRIETARY FUND

#### ◆ Enterprise Funds

The Enterprise Funds are proprietary funds used to account for operations that are financed and operated in a manner similar to private business enterprises- where the

## ACCOUNTING SYSTEM

### *Description of Funds and Fund Types*

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intent of the government's council is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the government's council has decided that periodic determination of net income is appropriate for accountability purposes.

***Water & Sewer-** To account for revenues and expenses for water and sewer services for the residents of the City.*

***Sanitation-** To account for the revenues and expenses for solid waste collection, disposal services for the residents of the city and recycling education.*

***Emergency Medical Services-** To account for revenues and expenses for emergency medical service for the residents of Alvin and the surrounding area.*



**INTERNAL SERVICE FUND-** Internal Service funds are used to account for operations services provided by one department to other departments in the City on a cost reimbursement basis.

- ◆ **Central Shop-** To account for revenues and expenses for central shop which handles the maintenance of vehicles and equipment for the different departments of the City.
- ◆ **Vehicle Replacement Fund-** To account for the accumulation of vehicle replacement cost and purchase of vehicles.



### **ACCOUNT GROUPS**

- ◆ **General Fixed Assets Account Group** - This account is established to account for the fixed assets owned by the City exclusive of those relating to proprietary fund operations. Expenditure transactions to acquire general fixed assets occur in the General Fund, Special Revenue Funds and Capital Projects Fund.
- ◆ **General Long-Term Debt Account Group** - This account group is used to account for the City's long-term liabilities which include general obligation bonds, certificates of obligation, time warrants, and capital lease obligations due at varying dates through 2029.

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## **ACCOUNTING SYSTEM**

### ***Description of Funds and Fund Types***

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#### **MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

- ◆ The City employs the modified accrual basis of accounting all funds except the Enterprise Fund. Under this basis of accounting, revenues are recognized when they become susceptible to accrual, i.e., both measurable and available to finance expenditures of the current period and collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Such time thereafter should not exceed 60 days. Expenditures are recorded when a liability is incurred with the exception of debt service expenditures, which are recorded only when payment is due. The Enterprise Fund uses the accrual basis of accounting recognizing revenues when earned and expenses when incurred. Accounts receivable for services are recorded when billed. Unbilled amounts are not material and have not been accrued in the proprietary fund.

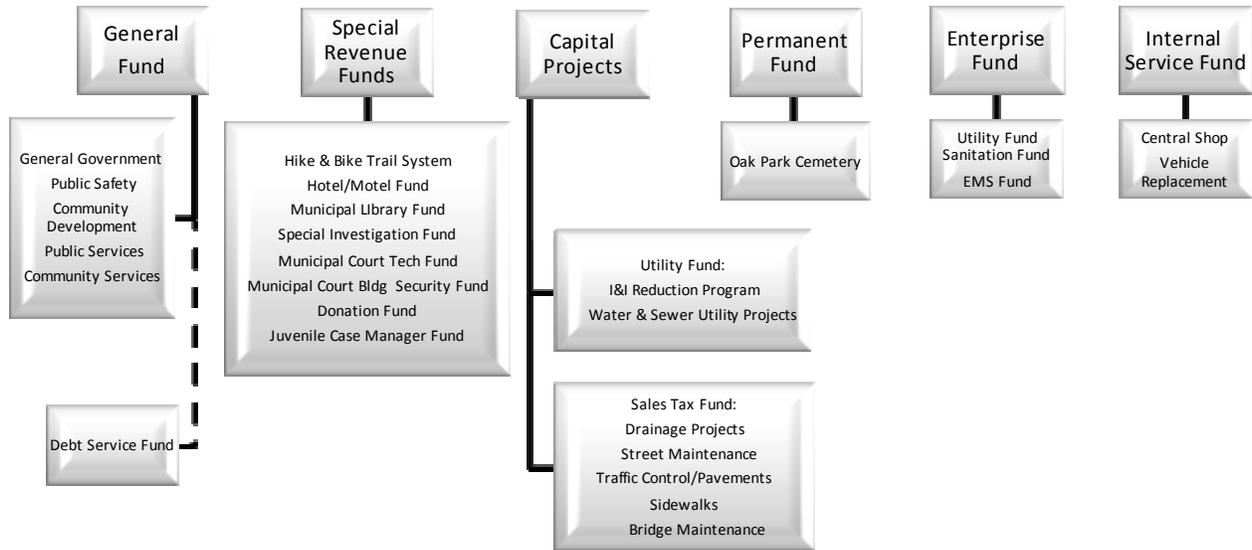


#### **BASIS OF BUDGETING**

- ◆ For budget purposes, all funds are budgeted according to the appropriate basis of fund accounting.



# City of Alvin Fund Structure





## **FINANCIAL MANAGEMENT POLICIES**

### **Reserve Policies**

- Resolution 04-R-22, a resolution of the City Council of the City of Alvin, Texas establishes a fund balance minimum of twenty-five percent (25%) of annual operating costs for the General Fund and fifty percent (50%) of annual debt payments for the debt service fund. The City will maintain sufficient funds to operate the City for a period of ninety days. The minimum fund balance of the General Fund should not be less than \$1,500,000 plus the balance of the compensated absences which shall include sick leave, vacation and compensatory time.
- In the Water and Sewer Enterprise Fund, the City will maintain an operating reserve of not less than four months of the current year's appropriation for operation and maintenance, which is defined as the total budget less debt service and capital project expenditures. In other enterprise operating funds, the City shall strive to maintain positive retained earnings positions to provide sufficient reserves for emergencies.
- Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital purchases.

### **Financial Reporting Policies**

- The City's accounting and financial reporting systems will be maintained in conformance with current accepted principles and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
- An independent public accounting firm will perform an annual audit.

### **Debt Service Policies**

- Long-term debt will not be issued to finance current operations.
- The final maturity date for any long-term debt will not exceed the expected useful life of the capital improvement so financed.
- Long-term debt will not exceed the City's resources for repaying the debt.
- The city shall have the power to borrow money on its credit, and to issue general obligation bonds for public improvement or any other purpose not prohibited by the constitution and laws of the State of Texas, and to issue refunding bonds to refund outstanding bonds of the city previously issued. All such bonds shall be issued in conformity with the laws of the State of Texas.



## **FINANCIAL MANAGEMENT POLICIES**

- The city shall have the power to borrow money for the purpose of constructing, purchasing, improving or repairing of public utilities, recreational facilities or any other self-liquidating municipal function not prohibited by the constitution or laws of the State of Texas and to issue revenue bonds payable solely from the properties and/or income from those public utilities or recreational facilities.

### **Personnel Policy**

- The City of Alvin's goal is to attract and retain qualified personnel in the City organization by offering a competitive salary and benefit package.
- All full-time and regular part-time positions are carefully evaluated in order to compete with the local job market. New positions are created based on actual needs by a particular department or departments to meet the service delivery needs of the community.
- The City periodically utilizes community service programs for parks and community clean up and beautification. Also, the City makes effective use of temporary agency employees.

### **Fixed Assets**

- These assets will be reasonably safeguarded and properly accounted for, and prudently insured. A fixed asset of the City shall be defined as a purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, addition to existing capital investments, land or buildings, with the cost or value of such acquisition being \$5,000 or more with an expected useful life greater than one year.



## **ADMINISTRATIVE POLICY**

### **➔ Budget Management and Adjustments**

The object of this policy is to establish guidelines and procedures necessary to effectively administer and control the annual budget, a financial plan of operation for the City and the provision of services to the citizens.

- ◆ In accordance with the City of Alvin Charter (Article VII, Sec. 14), estimated expenditures shall not exceed estimated revenues. The total estimated expenditures of all fund types shall not exceed the total estimated resources of each fund (prospective income plus cash on hand).
- ◆ Responsibility is assigned to the City Manager who then delegates to each department head for maintaining expenditures within each object class account. Department heads are responsible for recommending transfers within the department. Approval from the City Manager is necessary to complete the process.
- ◆ All supplemental appropriations should be approved by the City Council.

This policy is necessary to enable a department to continue operations in times of emergency and change, yet still adhere to the budget requirements as outlined in the City Charter.



### POLICY STATEMENTS ON INTERFUND TRANSFERS

In fiscal year 2009/10, the Utility, EMS, Sanitation, and Cemetery funds will be charged the following percentages of franchise fee based on the 2009/10 budgeted operating revenues.

Utility Fund	6%
EMS	2%
Sanitation	6%
Cemetery	46%

The Utility, EMS, Sanitation, Cemetery and Sales Tax funds will also be assessed an administrative charge for IT, Human Resources, City Manager, Accounting and Legal services. These charges are based on percentages of total cost in the affected departments.

Utility	16.99%
Sales Tax	10.41%
EMS	1.10%
Sanitation	0.55%
Cemetery	0.27%

The proposed transfers to the General Fund for fiscal year 2009/10 are listed as follows:

	<u>Franchise</u>	<u>Administrative</u>	<u>Total</u>
Utility	153,379	180,617	333,996
EMS	23,857	11,653	35,510
Sanitation	132,080	5,826	137,906
Cemetery	28,428	2,913	31,342
Sales Tax	0	110,701	110,701



## **DONATION POLICY**

### **I. Rationale**

The City of Alvin desires to grow and prosper, whereby it offers its constituents the highest quality programs, services, facilities, and recreational offerings. There are many individuals, businesses, and entities that welcome the opportunity to be benefactors on behalf of the City. This policy is formulated to be amenable both to those unselfish patrons and sponsors who wish to give real and personal property and services of value to the City and to the recipient—the City, as well. Therefore, this policy is designed to promote the rendering of useful gifts to the City of Alvin with relative ease.

### **II. General**

The City through the different departments will develop a list of acceptable items, with cost estimates with input from the Planning Commission, Parks Board, Senior Citizens Advisory Board, Alvin Volunteer Fire Department, Alvin Police Association and Alvin EMS Volunteer Association. This list will be approved by the City Council. The list may include some of the following examples: Parks playground equipment, Police equipment, Labor for specified projects/activities and other services.

The City of Alvin welcomes donations that appear on a list approved by City Council. Anyone wanting to donate services, real property, personal property, equipment, or money should contact the Finance Department to convey the nature of the gift and any stipulations regarding its use. The Finance Department will seek the City Manager's approval (his/her determination that the proposed donation appears on the pre-approved list, or if the proposed donation has not received approval, then the City Manager will evaluate the proposed donation to ensure that it adheres with this policy and present it for Council approval) prior to presenting the patron with a Donation Form. When the Donation Form is completed, the donated services, items, materials, and property will be accepted as City property. All documentation will reside in the Finance Department.

### **III. Exclusions**

- A) Donations of real and personal property, and services are welcome, as long as they are not considered to be “mission critical.” Broadly defined, “mission critical” refers to items, services, and property that are essential to the daily operation of the City.
  
- B) Donations will not be accepted from individuals or companies who have had a contractual relationship with the City within the last two years. Donations from franchises, however, will be accepted.



## **DONATION POLICY**

### **IV. Procedure for Development of List of Desired Items**

- A) The City Manager will determine if the donation is acceptable based on a consultation with the appropriate department head before donations of real and personal property will be accepted from individuals or companies.
- B) Solicitations for donations by employees must be pre-approved by the City Manager.
- C) Because every City Department's needs and desires vary over time, this policy provides an avenue for the receipt of myriad acceptable items, materials, property, and services. The following list is a sampling of items and services that are needed by the City of Alvin: park playground equipment, outdoor seating, trees, shrubs, and flowers, park maintenance (adopt-a-park programs), real estate; travel and training, computer equipment, office furniture, office supplies, police, fire, and EMS equipment, food, decorations, and prizes for events, and labor for various projects and activities.

### **V. Procedure**

1. The City of Alvin's Donation Policy will be publicized via the City website, bulletin boards, and civic groups.
2. The appropriate department must justify proposed donations.
3. Proposed donations will be communicated to the City Manager's office for approval.
4. Once approved, the patron will complete a Donation Form, which will serve as a legally binding document conveying the donation from the donor to the City of Alvin.
5. All documentation will reside in the Finance Department.
6. The City Manager will issue a quarterly report listing all donations to the City Council.
7. If a donated item necessitates future insurance and maintenance obligations, the following procedures must be followed:



## **DONATION POLICY**

- a. Obtain a complete description of the vehicle or equipment item, including make, model, year, serial number, vehicle identification number, and statement of condition.
  - b. Provide an estimate of current value and replacement value by using and referring to appropriate trade publications or other sources.
  - c. Establish and document the need for the item.
  - d. Estimate associated costs for ongoing maintenance and operations, and provide all documentation to the City Manager and Director of Finance.
2. Donations, which are valued at a sum of five thousand dollars (\$5,000.00) or greater, will be recognized by a certificate of appreciation and/or a press release.

### **VI. Desired Donations**

The City Manager's office will be responsible for gleaning input regarding a list of desired items, property, materials, or services from all departments, boards, commissions, associations, and City Council committees. This list will be compiled and updated periodically on the City's website.



**BUDGET SUMMARY  
ALL FUNDS**

FUND	REVENUES/RESOURCES	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
		2006/07	2007/08	2008/09	YEAR END 2008/09	2009/10
111	General Fund	\$16,037,898	\$16,961,992	\$17,323,474	\$16,551,227	\$16,390,097
113	Tom Blakeney Trail System Fund/PhaseII	96,967	100,118	100,618	101,108	102,308
121	Hotel/Motel Tax Fund	604,255	621,424	610,969	669,719	761,757
122	Municipal Library Building Fund	116,080	116,233	104,720	104,995	92,885
123	Special Investigation Fund	112,135	97,522	72,013	89,905	68,694
124	Municipal Court Building Security Fund	75,366	85,598	93,793	93,068	101,765
125	Municipal Court Technology Fund	25,647	36,688	47,588	47,225	44,279
128	Juvenile Case Manager	0	7,097	17,097	19,550	29,550
129	Park Land Dedication	0	0	0	0	0
210	Impact Fees	528,993	728,197	828,197	847,546	964,046
211	Utility Fund	9,423,510	9,636,660	8,366,422	8,457,389	8,506,243
212	Sanitation Fund	4,220,684	5,601,153	6,678,432	6,923,622	4,648,009
213	EMS Fund	2,190,562	2,754,556	2,342,759	2,364,486	2,392,880
231	2005 WS Bonds Projects	1,070,650	1,089,775	1,068,170	1,068,170	1,064,837
232	2006 CO Bonds Projects	4,678,504	4,678,504	4,701,967	4,701,967	4,425,992
233	2008B CO Bond Projects	0	1,944,852	1,944,852	1,963,085	1,882,988
311	Capital Improvement Fund	3,851,130	3,028,857	2,053,950	2,001,221	1,451,788
312	Sales Tax Fund	5,288,359	5,555,953	6,714,131	6,526,905	7,661,495
313	2006 CO Governmental	3,540,025	2,672,342	928,197	941,569	909,069
314	Conference Center	0	0	0	0	0
411	GO Bond Debt Fund	1,496,539	1,772,904	1,718,182	1,748,213	1,486,593
511	Cemetery Fund	491,363	490,671	502,540	481,790	494,949
512	Donation Fund	72,641	70,543	52,585	66,220	56,153
513	Senior Fund	22,730	19,994	17,564	13,789	14,961
611	Central Shop	607,210	662,503	668,921	656,616	734,271
612	Vehicle Replacement Fund	2,369,572	2,514,640	2,075,267	2,107,789	2,154,070
801	TIRZ #1- Star State	0	0	0	12	0
802	TIRZ #2- Kendall Lakes	0	0	0	15,493	0
803	TIRZ #3- Savannah Plantation	0	0	0	519	0
<b>Total Revenues/Resources</b>		<b>\$53,069,690</b>	<b>\$58,219,919</b>	<b>\$56,978,458</b>	<b>\$56,561,977</b>	<b>\$54,987,891</b>

**EXPENDITURES/USES**

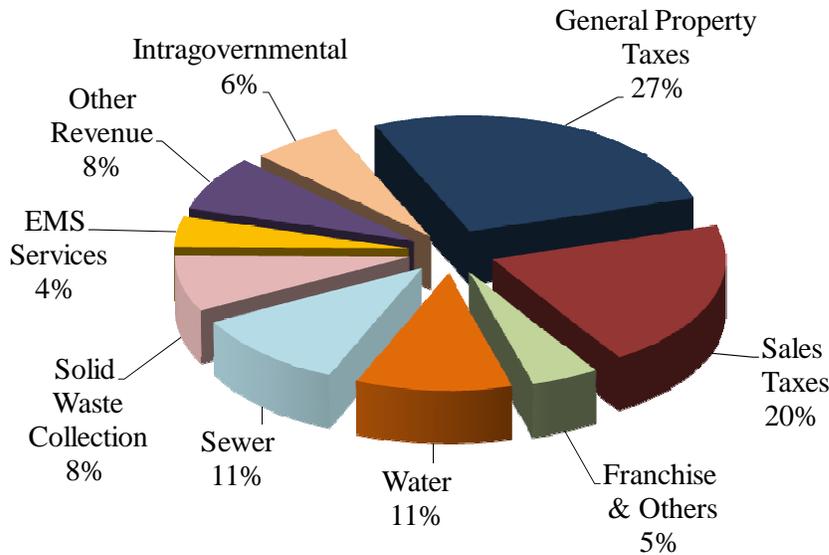
111	General Fund	11,892,028	11,431,353	12,322,011	11,635,741	11,465,940
113	Tom Blakeney Trial System Fund/PhaseII	0	0	0	0	0
121	Hotel/Motel Tax Fund	225,115	193,454	160,712	153,762	177,120
122	Municipal Library Building Fund	3,016	11,513	14,750	12,110	2,600
123	Special Investigation Fund	24,990	27,009	0	23,061	0
124	Municipal Court Building Security Fund	0	1,006	9,000	303	0
125	Municipal Court Technology Fund	269	99	10,983	13,996	12,683
128	Juvenile Case Manager	0	0	0	0	0
129	Park Land Dedication	0	0	0	0	0
210	Impact Fees	102,650	0	0	0	0
211	Utility Fund	6,977,726	7,481,721	6,150,511	6,349,136	6,371,951
212	Sanitation Fund	1,882,292	3,241,715	4,316,850	4,477,015	2,108,362
213	EMS Fund	1,181,378	1,566,407	1,141,705	1,173,506	1,192,697
231	2005 WS Bonds Projects	100,894	21,604	0	3,333	0
232	2006 CO Bonds Projects	0	(23,464)	0	275,975	0
233	2008B CO Bond Projects	0	0	0	80,097	0
311	Capital Improvement Fund	2,064,521	1,034,905	60,000	561,433	0
312	Sales Tax Fund	3,375,192	2,676,282	3,848,413	2,680,251	3,814,840
313	2006 CO Governmental	949,321	1,744,145	0	32,500	0
314	Conference Center	0	0	0	0	0
411	Debt Service Fund	1,164,648	1,453,751	1,384,125	1,489,751	1,228,131
511	Cemetery Fund	43,339	43,631	55,142	48,642	55,493
512	Donation Fund	24,702	32,958	15,000	25,067	14,000
513	Senior Fund	21,998	15,080	12,500	7,928	8,500
611	Central Shop	461,387	505,232	573,342	508,728	586,383
612	Vehicle Replacement Fund	287,617	840,698	267,000	293,747	121,200
801	TIRZ #1- Star State	0	0	0	0	0
802	TIRZ #2- Kendall Lakes	0	0	0	0	0
803	TIRZ #3- Savannah Plantation	0	0	0	0	0
<b>Total Expenditures/Uses</b>		<b>\$ 30,783,083</b>	<b>\$ 32,299,099</b>	<b>\$ 30,342,044</b>	<b>\$ 29,846,082</b>	<b>\$ 27,159,900</b>



**SUMMARY OF REVENUES BY SOURCE- ALL MAJOR FUNDS**

Description	General Fund	Special Revenue Funds	Capital Projects	Sales Tax Fund	GO Bond Debt Fund	Permanent Fund	Utility Fund	Sanitation Fund	E.M.S. Fund	Internal Service Fund	Total
General Property Taxes	6,273,336				1,173,947						7,447,283
Sales Taxes	1,902,020			3,796,840							5,698,860
Franchise & Others	1,294,000										1,294,000
Water							2,986,369				2,986,369
Sewer							3,015,818				3,015,818
Impact Fees											0
Solid Waste Collection								2,156,102			2,156,102
EMS Services									1,190,400		1,190,400
Intragovernmental	649,455				53,684	22,301	64,403			923,901	1,713,744
Other Revenue:											
Hotel Occupancy Tax		240,000									240,000
Fines & Forfeitures	476,000	29,300									505,300
Permits & Licenses	380,750										380,750
Grant Proceeds	12,000										12,000
Donations		15,000									15,000
Investment Earnings	85,000	9,600	12,000	18,000	500	7,000	179,000	44,800	5,500	2,510	363,910
Other Incomes	402,050					32,500	152,400	500	6,000		593,450
<b>Total Revenues</b>	<b>11,474,611</b>	<b>293,900</b>	<b>12,000</b>	<b>3,814,840</b>	<b>1,228,131</b>	<b>61,801</b>	<b>6,397,990</b>	<b>2,201,402</b>	<b>1,201,900</b>	<b>926,411</b>	<b>27,612,986</b>

**Revenues By Source- Operating Funds**  
**FY 2009-2010**

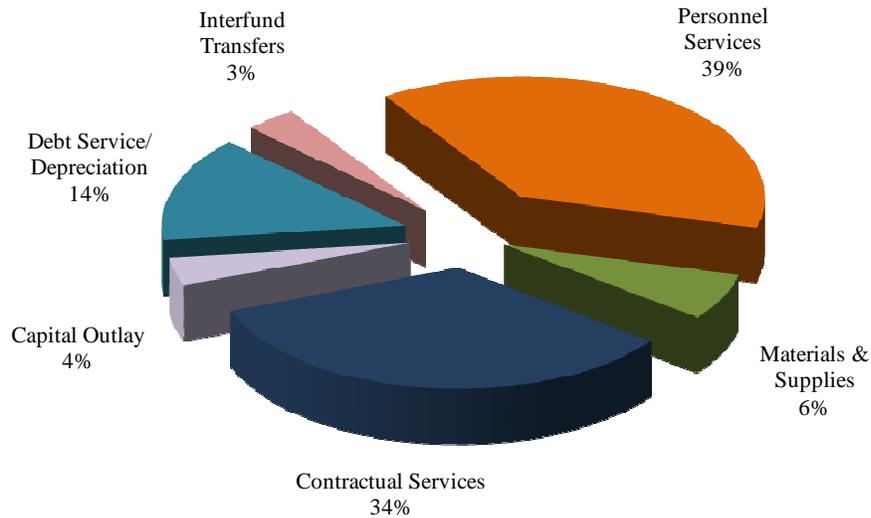




**SUMMARY OF EXPENDITURES  
BY CLASSIFICATION- ALL MAJOR FUNDS**

Classification	General Fund	Special Revenue Fund	Capital Projects Fund	Sales Tax Fund	GO Bond Debt Fund	Permanent Fund	Utility Fund	Sanitation Fund	EMS Fund	Internal Service Fund	Total
Personnel Services	7,493,273	55,521		804,354			1,257,419	24,164	701,621	211,303	10,547,655
Materials & Supplies	550,255	7,545		277,367			595,242		124,907	154,260	1,709,576
Contractual Services	3,546,234	108,863		1,566,042		20,000	1,683,126	1,861,342	290,234	202,820	9,278,661
Capital Outlay	79,252			759,520			15,000		40,425	139,200	1,033,397
Debt Service/Depreciation	23,720	34,474		111,102	1,228,131		2,446,662	20,547			3,864,636
Interfund Transfers	3,616			296,455		35,493	374,502	202,309	35,510		947,885
Reimbursements	(230,411)										(230,411)
<b>Total Expenditures</b>	<b>11,465,940</b>	<b>206,403</b>	<b>0</b>	<b>3,814,840</b>	<b>1,228,131</b>	<b>55,493</b>	<b>6,371,951</b>	<b>2,108,362</b>	<b>1,192,697</b>	<b>707,583</b>	<b>27,151,399</b>

**Expenditures By Classification**  
**FY 2009-2010**





## General Property Tax Revenues

**2009-10 Budget:** \$ 7,447,283

**2008-09 Budget:** \$ 7,385,848

The Brazoria County Appraisal District (BCAD) assesses property and establishes the value of property for taxation purposes. Taxable values are set at 100% of the assessed market value after exemptions. The City's property values as certified by BCAD for 2009 are \$921,511,600, an increase of \$12,408,947 (1.47%) over FY 2008 net taxable value of \$909,102,653. FY 2009/10 tax rate is set at .8036, of which .6709 is allocate for General Fund Maintenance and Operations and .1327 being allocated for Debt Service. The percentage of levy collected for fiscal year ending 9/30/2009 was 97.78%.

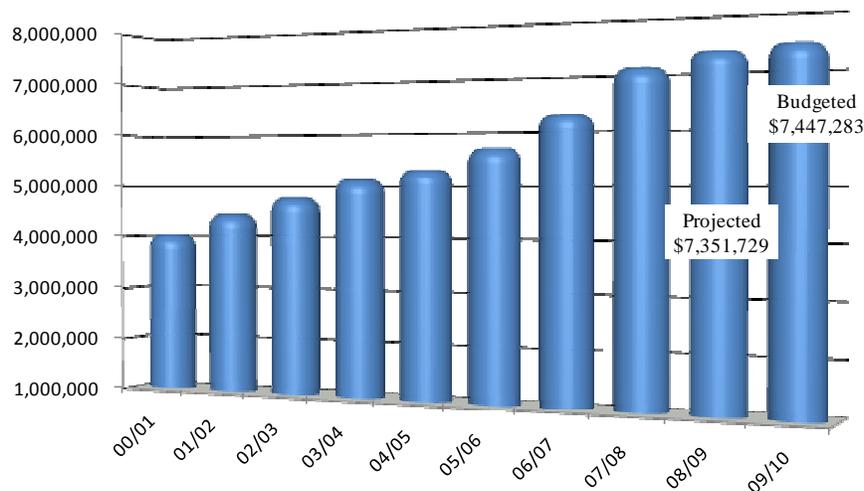
The tax rate is compromised of two components: Debt (Interest and Sinking) to service debt obligations of the City, and Maintenance and Operations (M&O) to provide for operating and maintaining general government functions. The tax rate for 2009 compared to 2008 is as follows:

**Major Revenues**

<u>2009</u>		<u>2008</u>	
\$.6709	O & M	\$.6544	O & M
.1327	I & S	.1492	I & S
\$.8036	Total tax rate	\$.8036	Total tax rate

**Calculation of property taxes for the City of Alvin:**

The City sets the tax rate at .8036/\$100 for 2009. Thus, City taxes on property valued at \$150,000 would be \$1,205.40 ( $\$150,000 \div 100 \times .8036 = \$1,205.40$ ).





### Sales Tax Revenue

**2009-10 Budget:** \$ 5,698,860

**2008-09 Budget:** \$ 5,766,270

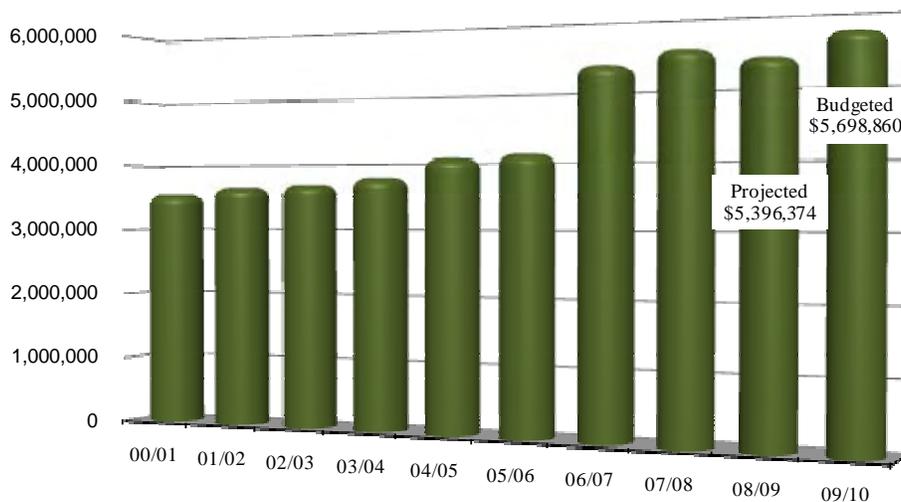
The State of Texas is one of a handful of states that do not have a state personal income tax. Therefore, to generate revenue at the local and state level Texas has a sales tax. The sales tax rate for the City of Alvin is 8.25%: 6.25% State tax, 0.5% Brazoria County tax, and 1.5% is the City's share. The City's total estimated revenue from its share of sales tax for FY 2009/10 is \$5,698,860, of which \$3,796,840 is allocated in the Sales Tax fund for street drainage and sidewalk improvements and \$1,902,020 allocated in the General Fund to reduce property taxes.

Sales tax has been slow. However, the City is still experiencing some upward trends at random months.

Major Revenues

#### History of Sales Tax

		% Increase/Decrease
2009-2010 Budgeted	5,698,860	5.6%
2008-2009 Projected	5,396,374	(2.6%)
2007-2008 Actual	5,538,480	3.6%
2006-2007	5,347,220	29.9%
2005-2006	4,114,053	1.2%
2004-2005	4,065,372	7.4%
2003-2004	3,784,147	2.7%
2002-2003	3,684,901	1.1%
2001-2002	3,645,886	3.2%
2000-2001	3,531,531	11.4%



### Franchise Tax Revenue

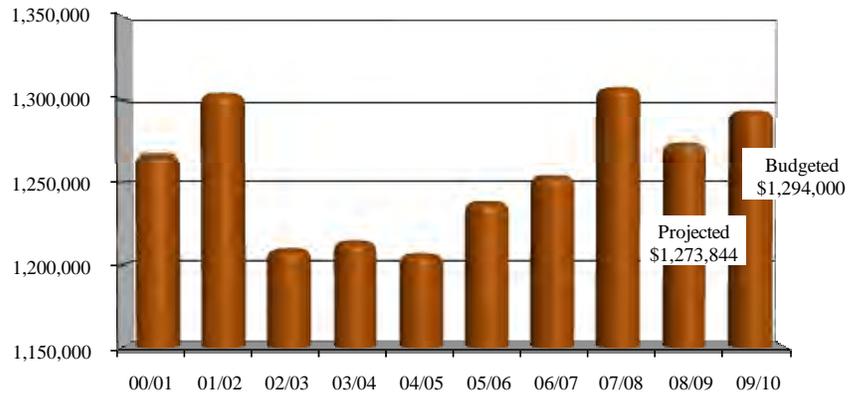
**2009/10 Budget:** \$1,294,000

**2008/09 Budget:** \$1,261,000

This revenue is generated through agreements with various utility providers operating within the City of Alvin. The utilities use the City's right of ways to provide their service, and the City is compensated for these usages through the franchise tax. The fees charged are generally based on a percentage of gross receipts generated within the City limits. In fiscal year 2000/01 the electric franchise received by the city for the peak summer months (July-September) was higher. In fiscal year 2007/08, both the electric and gas franchise increased.

**Budgeted Components:**

Electricity	\$840,000
Telephone	170,000
Cable TV	160,000
Gas	72,000
Telephone/ROW	52,000

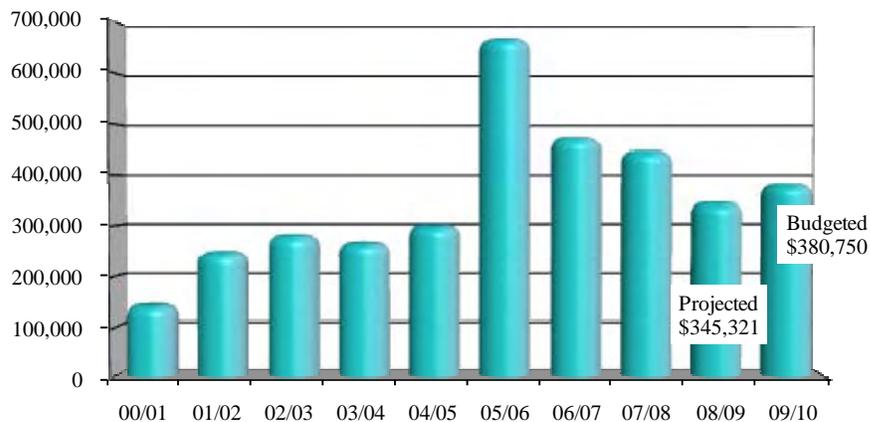


### Permits & Licenses Revenue

**2009/10 Budget:** \$ 380,750

**2008/09 Budget:** \$ 614,850

The City assesses certain license and permit fees as a means of recovering the costs associated with regulating various activities. These revenues are generated from businesses, building and developing related permits and licenses, restaurants and other amusement establishments and merchant licenses. In fiscal year 2005/06 the city experienced an increase in permit revenue due to residential and commercial growth in the area.



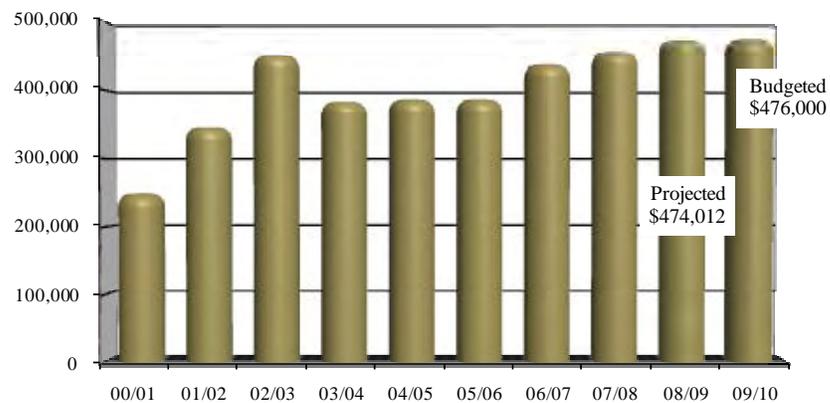
**Major Revenues**

***Fines & Forfeitures***

**2009/10 Budget:** \$476,000

**2008/09 Budget:** \$416,000

The Finance Department/Municipal Court program is responsible for collecting revenues from fines and forfeitures. These fines are primarily derived from violations of local ordinances and traffic offenses. Collections vary from year to year due to some fines and forfeitures being settled by jail time or performing community service. Estimated collections for FY 2009/10 are \$476,000.

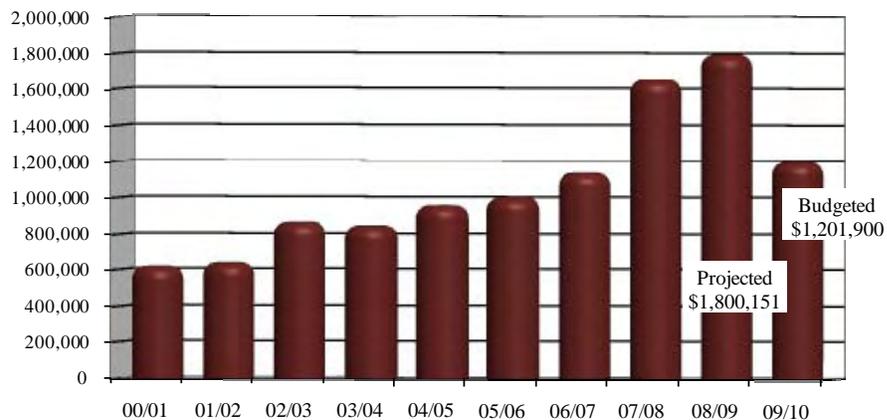


***Emergency Medical Services***

**2009/10 Budget:** \$1,201,900

**2008/09 Budget:** \$1,154,610

With the creation of the County Emergency Service District in 2005, the City is now receiving financial support for EMS services rendered outside of the City. With the creation of this district, Hillcrest Village also elected to contract with the City of Alvin. In fiscal year 2007/08, the method of accounting used to record revenues changed from cash basis to the accrual basis of accounting (refer to page # 32, Measurement Focus and Basis of Accounting).

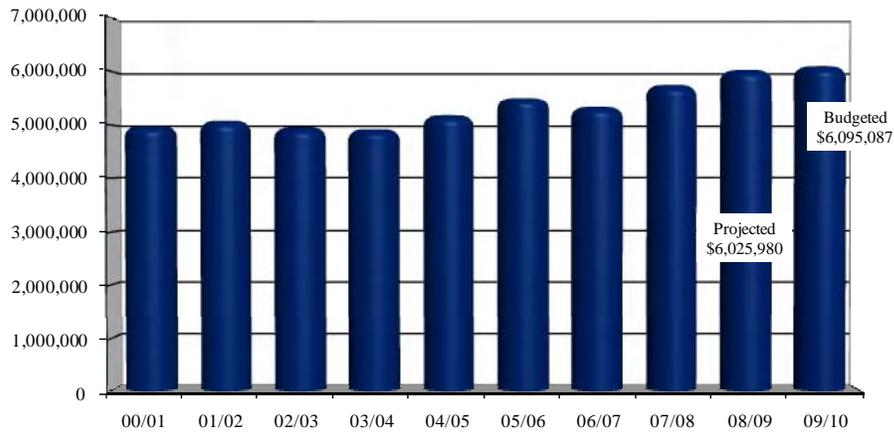


### Utility Fund– Water & Sewer Revenues

**2009/10 Budget:** \$ 6,095,087

**2008/09 Budget:** \$ 5,771,382

This fund accounts for the water and wastewater utilities for the City of Alvin. Revenues for this fund are derived primarily from user charges. The budget increase this year is primarily due to commercial and residential growth and an increase in water and sewer rates due to the CPI (Consumer Price Index).



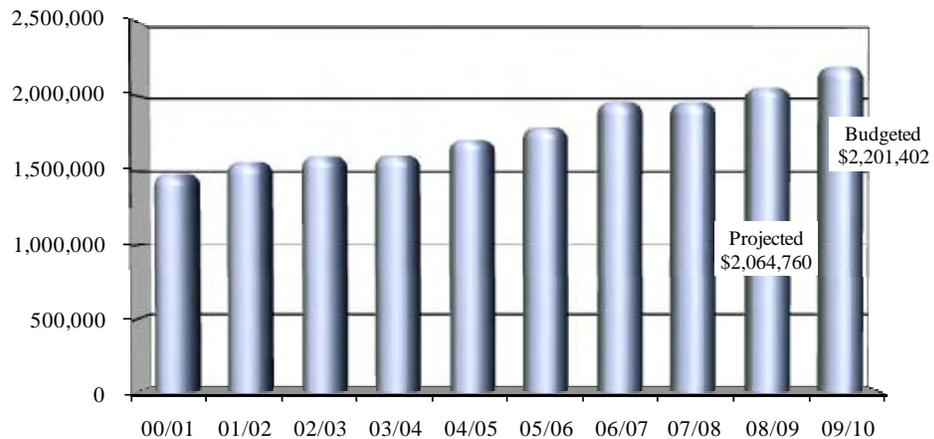
Major Revenues

### Sanitation Fund

**2009/10 Budget:** \$ 2,201,402

**2008/09 Budget:** \$ 2,188,175

In 2005 the City solicited proposals for sanitation services. This action resulted in a 2.1% reduction in the cost of service, but the contract does provide for the company to adjust the contract annually for CIP (Consumer Price Index) and the cost of fuel. This fiscal year revenues are projected to increase due to residential and commercial growth and a CPI (Consumer Price Index) increase. Projected revenue for fiscal year 2008/09 (as reflected below) does not include FEMA Grant Proceeds (refer to the Enterprise section/Sanitation Fund for this data).

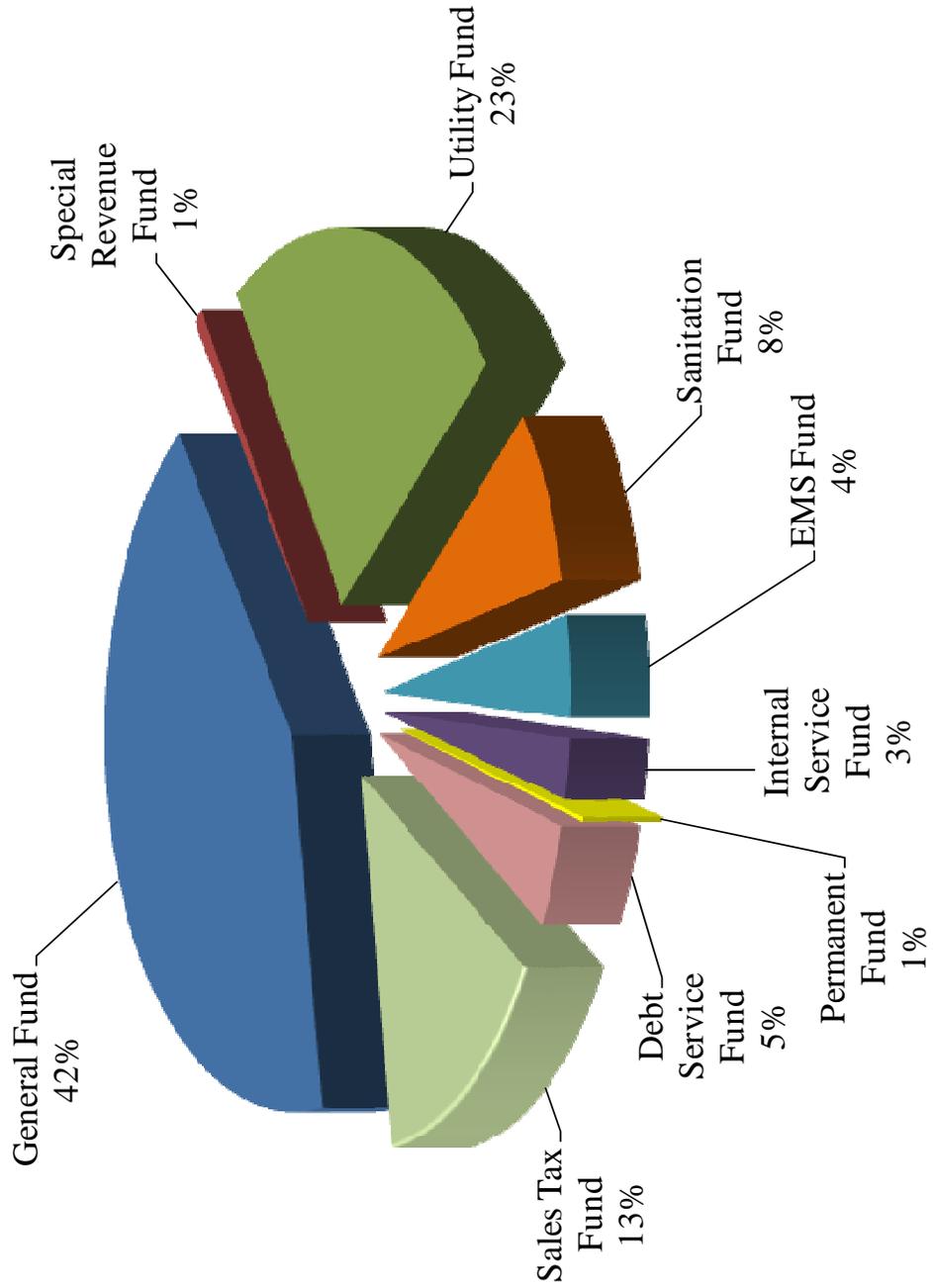




**OPERATING BUDGET  
BY FUND/DEPARTMENT BY CATEGORY  
FY 2009/2010**

DESCRIPTION	PROJECTED 2008/09	BUDGET	PERSONNEL SERVICES	MATERIALS & SUPPLIES	CONTRACT SERVICES	CAPITAL OUTLAY	TRANSFERS	DEBT SERVICE/ DEPRECIATION	REIMB.
City Council	51,963	50,496	29,065	5,931	15,500				
City Clerk	204,500	222,360	180,667	1,050	40,643				
City Attorney	311,982	329,745	232,797	11,750	85,198				
City Manager	188,599	189,963	187,084	348	2,531				
Economic Development	188,700	174,275	129,942	5,820	38,513				
Finance	1,024,017	960,995	576,011	44,511	286,473	54,000			
Police	5,424,736	5,437,410	4,526,922	211,118	699,370				
Fire	1,020,753	749,065	277,435	95,185	357,760	18,685			
Community Development	746,007	701,055	582,265	28,794	123,766				(33,770)
Project Coordination	64,685	68,556	226,696	7,277	31,224				(196,641)
Parks & Recreation	1,163,069	1,118,244	544,389	136,761	430,527	6,567			
Library	103,327	99,506		1,710	97,796				
Other Requirements	1,143,403	1,364,269			1,336,933		3,616	23,720	
<b>Total General Fund</b>	<b>11,635,741</b>	<b>11,465,941</b>	<b>7,493,273</b>	<b>550,255</b>	<b>3,546,234</b>	<b>79,252</b>	<b>3,616</b>	<b>23,720</b>	<b>(230,411)</b>
Hotel/Motel Tax Fund	157,239	177,120	55,521	7,545	79,580			34,474	
Municipal Library Bldg Fd	12,110	2,600			2,600				
Special Investigation	23,061	0							
Court Building Security Fd	303	0							
Court Technology Fund	13,996	12,683			12,683				
Water	842,629	973,352	252,300	250,925	455,127	15,000			
Sewer	674,912	819,181	431,256	123,850	264,075				
Wastewater Treatment	1,059,141	977,480	281,855	198,950	496,675				
Public Works Admin.	217,104	208,966	152,994	12,917	43,055				
Billing/Collection	236,240	222,214	139,014	1,600	81,600				
Public Services Facility	133,119	95,171		7,000	88,171				
Other Requirements	3,185,991	3,075,587			254,423		374,502	2,446,662	
<b>Total Utility Fund</b>	<b>6,349,136</b>	<b>6,371,951</b>	<b>1,257,419</b>	<b>595,242</b>	<b>1,683,126</b>	<b>15,000</b>	<b>374,502</b>	<b>2,446,662</b>	
Sanitation	4,458,802	2,084,198			1,861,342		202,309	20,547	
Recycling	18,213	24,164	24,164						
<b>Total Sanitation</b>	<b>4,477,015</b>	<b>2,108,362</b>	<b>24,164</b>	<b>0</b>	<b>1,861,342</b>		<b>202,309</b>	<b>20,547</b>	
E.M.S. Fund	1,173,506	1,192,697	701,621	124,907	290,234	40,425	35,510		
Sales Tax Fund	2,680,251	3,814,840	804,354	277,367	1,566,042	296,455	759,520	111,102	
Permanent Fund	48,642	55,493			20,000		35,493		
Donation Fund	25,067	14,000			14,000				
Internal Service Fund	802,475	707,583	211,303	154,260	202,820	139,200			
<b>TOTALS</b>	<b>\$ 27,398,542</b>	<b>\$ 25,923,270</b>	<b>\$ 10,547,655</b>	<b>\$ 1,709,576</b>	<b>\$ 9,278,661</b>	<b>\$ 570,332</b>	<b>\$ 1,410,950</b>	<b>\$ 2,636,505</b>	<b>\$ (230,411)</b>

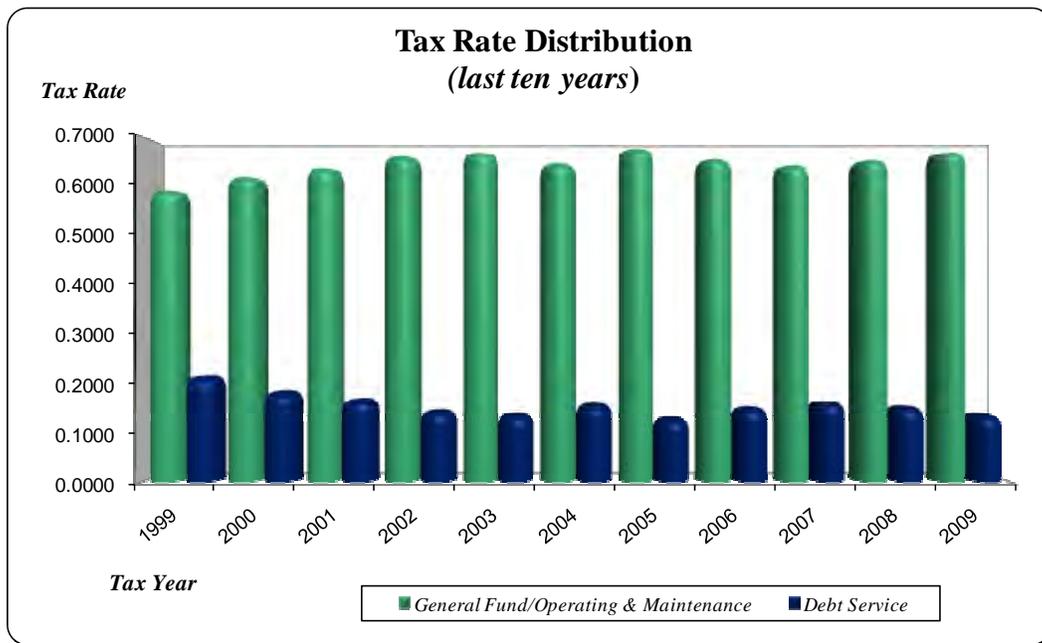
### Expenditures By Fund- All Funds Fiscal Year 2009/2010





### TAX RATE DISTRIBUTION

The City is permitted, by Article XI, Section 5, of the State of Texas Constitution and City Charter to levy property taxes up to \$2.50 per \$100 of assessed valuation for general government services, within the \$2.50 maximum levy there is no legal limit upon the amount of property taxes which can be levied for debt service. The property tax rate to finance general government service and debt service for the 2009/10 fiscal year is \$ .6709 and \$ .1327, respectively, per \$100 of assessed valuation. The 2009 assessed value is \$921,511,600.



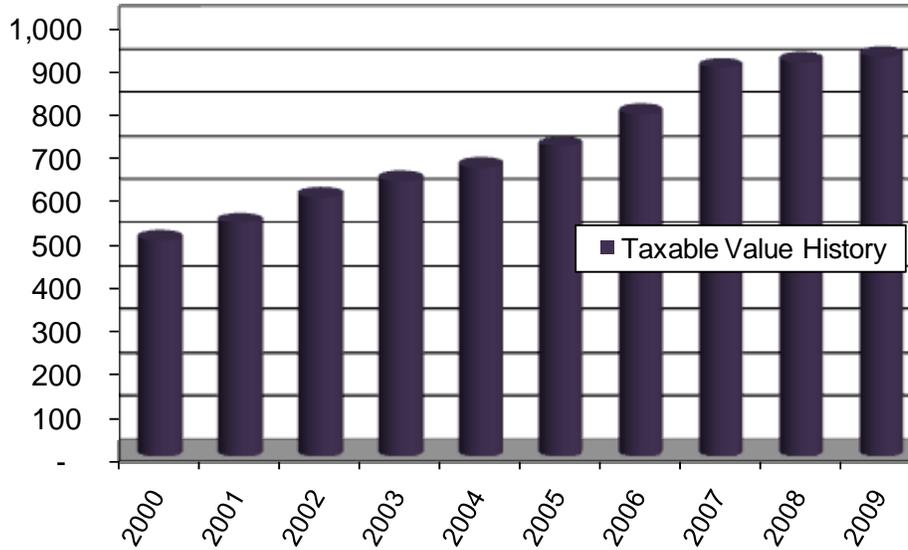
<i>YEAR</i>	<i>GENERAL FUND O &amp; M</i>	<i>DEBT SERVICE</i>	<i>TOTAL TAX</i>	<i>TAXABLE VALUE</i>
1999	0.5920	0.2116	0.8036	469,964,849
2000	0.6215	0.1821	0.8036	495,541,410
2001	0.6381	0.1655	0.8036	537,843,592
2002	0.6628	0.1408	0.8036	596,476,416
2003	0.6702	0.1334	0.8036	633,444,214
2004	0.6486	0.1550	0.8036	663,767,721
2005	0.6784	0.1252	0.8036	713,516,249
2006	0.6565	0.1471	0.8036	788,463,747
2007	0.6440	0.1596	0.8036	894,551,942
2008	0.6544	0.1492	0.8036	909,102,653
<b>2009</b>	<b>0.6709</b>	<b>0.1327</b>	<b>0.8036</b>	<b>\$ 921,511,600</b>



## Taxable Value History

2009 Taxable Value \$921,511,600

Millions



### City of Alvin Top 10 Taxpayers

2009-2010	Type of Property	2009 Taxable Value
Wal-Mart Stores & Wal-Mart Stores East, Inc.	Discount Store	\$ 18,295,580
Weatherford US, LP.	Petroleum	13,619,970
Home Depot & HD Development	Lumber & Hardware	12,177,070
Alvin Autoland, Inc.	Auto Dealership	8,558,150
Axens North America, Inc.	Industrial Warehousing	6,948,090
Texas-New Mexico Power Co	Electric Utility	6,736,270
Gas Turbine Engines, Inc.	Industry	6,626,840
Team Industrial Services, Inc.	Oil Field Services	6,598,229
Alvin Motorcars, LTD	Car Dealership (Toyota)	6,504,440
Highland Square, Ltd.	Shopping Center	6,190,972
<i>Sub-total of Top Ten Taxpayers</i>		92,255,611
<i>All Others</i>		829,255,989
<b>Total Assessed Valuation</b>		<b>\$ 921,511,600</b>

The Brazoria County Appraisal District is responsible for establishing appraised values according to procedures established by the Texas Legislature. Property taxes each year are levied on October 1st and are due upon receipt. They become delinquent on February 1st of the following year. The City's property taxes are billed and collected by the County Tax Assessor-Collector. After certification of the taxable values by the Central Appraisal District, the County bills the City's tax levies (around October), with additional tax bills sent in December, February, April and July. In July, delinquent taxes are submitted to the County's delinquent tax attorneys for final collection or other disposition.



**AUTHORIZED FULL-TIME PERSONNEL  
SUMMARY BY DEPARTMENT/PROGRAM  
FIVE YEAR COMPARISON**

DEPARTMENT/PROGRAM	ACTUAL 2005-2006	ACTUAL 2006-2007	BUDGET 2007-2008	BUDGET 2008-2009	BUDGET 2009-2010	FUNDING SOURCE
<b>GENERAL FUND</b>						
<b>City Manager</b>	2	2	2	2	2	General
Information & Technology	3	5	4	0	0	
<b>City Clerk</b>	3	3	3	3	3	General
<b>Finance</b>						
Accounting/Finance	6	6	6	6	6	General
Human Resources	1	1	1	1	1	General
Municipal Court	2	2	2	2	2	General
Information & Technology	0	0	0	2	2	General
<b>Legal</b>	3	3	3	3	3	General
<b>Police</b>						
Police	43	47	49	49	74	General
Support Services	25	25	25	25	0	General
Code Enforcement	4	4	4	0	0	General
<b>Fire</b>	4	4	4	5	5	General
<b>Public Services</b>						
Streets	16	17	19	0	0	
CIP	0	0	0	4	4	General
<b>Engineering</b>						
Engineering	9	9	9	0	0	General
Inspections	4	4	4	0	0	General
<b>Community Development</b>	0	0	0	4	3	General
Inspections	0	0	0	5	4	General
Code Enforcement	0	0	0	4	4	General
<b>Parks &amp; Recreation</b>						
Administration	6	7	8	8	9	General
Seniors Center	3	3	2	2	0	General
Facility Maintenance	1	1	1	1	1	General
<b>Economic Development</b>	2	2	2	2	2	General
<b>TOTAL GENERAL FUND</b>	<b>137</b>	<b>145</b>	<b>148</b>	<b>128</b>	<b>125</b>	
<b>TOTAL HOTEL/MOTEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	Hotel/Motel
<b>TOTAL SALES TAX FUND</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>20</b>	Sales Tax
<b>ENTERPRISE FUND</b>						
Utility Fund						
Water	7.5	7.5	6.5	6.5	8	Utility
Sewer	8.5	8.5	9.5	9.5	11	Utility
Wastewater Treatment	8	8	8	8	5	Utility
Billing/Collection	3	3	3	4	3	Utility
Administration	4	4	4	4	4	Utility
<b>TOTAL UTILITY FUND</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>32</b>	<b>31</b>	
<b>EMS FUND</b>	2	2	2	2	2	EMS
<b>TOTAL ENTERPRISE FUND</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>34</b>	<b>33</b>	
<b>INTERNAL SERVICE FUND/Central Shop</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	Central Shop
<b>GRAND TOTAL- ALL POSITIONS</b>	<b>174</b>	<b>182</b>	<b>185</b>	<b>186</b>	<b>183</b>	

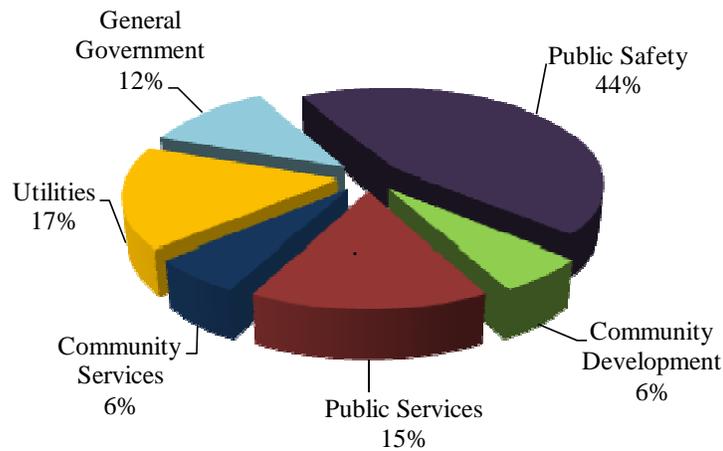
\* Explanation of changes to full-time personnel can be located on the schedule of personnel in each program.



**Personnel Services-Summary By Function**

Personnel Services makes up 44.1% of the current City's Operating Budget. General Government consist of the City Council, City Manager, City Clerk, Finance, Legal and Economic Development Departments. Public Safety is made up of Fire, Emergency Medical Services and the Police Department. Community Development is comprised of Inspections, Code Enforcement and Community Development. Public Services is a combination of Street, CIP and Central Shop. Community Services is comprised of the Library, Parks and Recreation and the Convention Visitors Bureau. Utilities is made up of Water, Sewer, Wastewater Treatment Plant, Utility Administration and Utility Billing. In the following graph the percentage of staffing is categorized by function.

**2009/2010 STAFFING BY FUNCTION**  
*Percent of Total*



**STAFFING COMPARISON BY FUNCTION**

<i>Function</i>	<b>2006-2007 BUDGET</b>	<b>2007-2008 BUDGET</b>	<b>2008-2009 BUDGET</b>	<b>2009-2010 BUDGET</b>
General Government	22	21	21	21
Public Safety	82	84	81	81
Community Development	0	0	13	11
Public Services	34	36	28	28
Community Services	13	13	11	11
Utilities	31	31	32	31
<b>Total Authorized Personnel</b>	<b>182</b>	<b>185</b>	<b>186</b>	<b>183</b>

The adopted budget for FY 2009-2010 reflects a decrease in personnel. Staffing changes included 1) deletion of a Flood Plain Manager position in Community Development Department 2) deletion of a Project Manager position in the Parks Department 3)deletion of a full-time Utility Billing Clerk in the Utility Fund 4)creation of a part-time Utility Billing Clerk in the Utility Fund 5) creation of a Convention Visitors Bureau Director position in the Hotel/Motel Fund 6) one unfunded position: Inspector I in the Community Development Department. FY 2009/10 changes decreased staffing by a total of three positions, for a grand total of 183 funded positions.



## ***General Fund***

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*The General Fund is the chief operating fund of the government. The principal source of revenues of the General Fund are property taxes, sales and use taxes, franchise fees, permit fees, and fines and forfeitures. The primary governmental functions occurring within this fund are general government operations such as City Administration and Finance, Community Development, Public Works, Community Services and Public Safety.*



**GENERAL FUND  
BUDGET SUMMARY**

Description	Actual 2007/2008	Amended Budget 2008/2009	Forecast 2008/2009	Budget 2009/2010
<b>Beginning Fund Balance</b>	<b>\$ 4,145,867</b>	<b>\$ 5,530,639</b>	<b>\$ 5,530,639</b>	<b>\$ 4,915,486</b>
<b>Revenues:</b>				
General Property Taxes	5,676,790	5,893,820	5,843,966	6,176,336
Sales Taxes	1,846,591	1,955,810	1,799,149	1,902,020
State Mixed Drink Tax	22,142	18,000	22,960	23,000
Franchise Taxes	1,307,516	1,261,000	1,273,844	1,294,000
Penalty & Interest	109,094	96,000	79,029	97,000
License & Permits	448,603	614,850	345,321	380,750
Grants	381,789	222,683	22,214	12,000
Charges for Services	297,559	352,130	328,552	327,600
Fines & Forfeitures	455,554	416,000	474,012	476,000
Investment Earnings	227,200	245,000	64,881	85,000
Rental Income	37,510	48,000	26,689	33,500
Intragovernmental	986,095	629,999	629,999	649,455
Proceeds of Asset Sales	0	0	56,136	0
Bond Proceeds	937,467	0	0	0
Other Income	82,214	39,543	53,836	17,950
<b>Total Revenues</b>	<b>12,816,125</b>	<b>11,792,835</b>	<b>11,020,588</b>	<b>11,474,611</b>
<b>Total Revenue &amp; Resources</b>	<b>16,961,992</b>	<b>17,323,474</b>	<b>16,551,227</b>	<b>16,390,097</b>
<b>Expenditures:</b>				
City Council	53,352	55,830	51,963	50,496
City Clerk	205,918	226,829	204,500	222,360
City Attorney	351,451	332,306	311,982	329,745
City Manager	184,206	191,639	188,599	189,963
Finance	1,065,062	1,096,530	1,024,017	960,995
Other Requirements	1,255,218	1,205,753	1,143,403	1,364,269
Police	5,354,588	5,603,583	5,424,736	5,437,410
Fire	825,055	1,065,721	1,020,753	749,065
Community Development	703,090	849,323	746,007	701,055
Project Coordination	85,341	90,250	64,685	68,556
Parks & Recreation	1,106,006	1,280,587	1,163,069	1,118,244
Library	96,201	125,857	103,327	99,506
Economic Development	145,864	197,802	188,700	174,275
<b>Total Expenditures</b>	<b>11,431,353</b>	<b>12,322,011</b>	<b>11,635,741</b>	<b>11,465,940</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>1,384,772</b>	<b>(529,177)</b>	<b>(615,153)</b>	<b>8,671</b>
<b>Ending Fund Balance</b>	<b>\$ 5,530,639</b>	<b>\$ 5,001,462</b>	<b>\$ 4,915,486</b>	<b>\$ 4,924,157</b>



**111 - GENERAL FUND**  
**Revenue Detail**

Account	Description	Actual 2007/08	Budget 2008/09	Forecast 2008/09	Budget 2009/2010
<b>General Property Tax</b>					
0000-00-0575	Current Tax Collections	\$ 5,551,284	\$ 5,731,620	\$ 5,702,553	\$ 6,013,336
0000-00-0576	Delinquent Taxes	122,335	160,000	138,313	160,000
0000-00-0577	Occupation Taxes on Fees	3,171	2,200	3,100	3,000
0000-00-0579	Penalty & Interest	102,064	90,000	71,929	90,000
0000-00-0580	Renditon Penalty	7,030	6,000	7,100	7,000
	<b>Total General Property Tax</b>	<b>5,785,884</b>	<b>5,989,820</b>	<b>5,922,995</b>	<b>6,273,336</b>
<b>Sales Tax</b>					
0000-00-0583	Sales Tax Revenue	1,846,591	1,955,810	1,799,149	1,902,020
	<b>Total Sales Tax</b>	<b>1,846,591</b>	<b>1,955,810</b>	<b>1,799,149</b>	<b>1,902,020</b>
<b>State Mixed Drink Tax</b>					
0000-00-0585	State Mixed Drink Tax	22,142	18,000	22,960	23,000
	<b>Total Mixed Drink Tax</b>	<b>22,142</b>	<b>18,000</b>	<b>22,960</b>	<b>23,000</b>
<b>Franchise Taxes</b>					
0000-00-0590	Gas	74,967	60,000	71,928	72,000
0000-00-0591	Electric	856,602	840,000	839,600	840,000
0000-00-0592	Telephone	155,171	150,000	149,094	170,000
0000-00-0593	Telephone Lines Right-of-Way	50,996	52,000	52,276	52,000
0000-00-0594	Cable TV	169,780	159,000	160,946	160,000
	<b>Total Franchise Fees</b>	<b>1,307,516</b>	<b>1,261,000</b>	<b>1,273,844</b>	<b>1,294,000</b>
<b>License &amp; Permits</b>					
0000-00-0621	Building Permits	126,905	190,000	91,370	105,000
0000-00-0622	Special Permits	300	200	200	200
0000-00-0623	Demolition	650	700	1,500	700
0000-00-0624	Electrical Permits	47,944	75,000	41,895	45,000
0000-00-0625	Plumbing Permits	31,907	50,000	24,496	30,000
0000-00-0626	Moving Permits	100	200	100	100
0000-00-0627	Taxi Permits	480	400	500	500
0000-00-0628	Beer Permits	2,650	2,300	2,425	2,400
0000-00-0629	Mechanical Permits	25,083	40,000	18,921	22,000
0000-00-0630	Mobile Home Park License Fee	40,580	38,000	44,035	44,000
0000-00-0632	Placement Permit Fee	1,875	700	3,000	1,500
0000-00-0633	Restaurant Permits	27,975	24,000	26,400	26,000
0000-00-0634	Pool Tables	660	600	700	600
0000-00-0635	Wrecker Permits	1,200	1,500	1,915	1,500
0000-00-0636	Bowling Permits	50	50	50	50
0000-00-0637	Peddlers & Solicitors	850	100	325	200
0000-00-0638	License Test	0	50	0	0
0000-00-0641	Re-Inspection Fees	6,500	11,000	3,100	5,500
0000-00-0642	Plan Checking Fee	63,288	90,000	26,363	32,000
0000-00-0643	Subdivision Plat Fees	13,472	12,000	6,263	8,000
0000-00-0644	Plan Deposit Fee	1,540	3,000	3,815	3,000
0000-00-0645	Engineering Fees- Surveying	9,317	15,000	5,650	9,000
0000-00-0646	Amusement Store License	14,446	8,500	13,200	13,000
0000-00-0647	Amusement Center License	2,400	5,400	3,000	3,500
0000-00-0648	Animal Pound Fees	3,842	5,000	5,170	5,000
0000-00-0649	Dog Permits	1,145	1,900	3,100	2,000
0000-00-0650	Fire Marshall Fees	23,446	30,000	17,828	20,000
0000-00-0651	Development Recording Fees	0	250	0	0
0000-00-0652	Engineering/Inspections Fees	0	9,000	0	0
	<b>Total Licenses &amp; Permits</b>	<b>448,603</b>	<b>614,850</b>	<b>345,321</b>	<b>380,750</b>
<b>Grants</b>					
0000-00-0680	Grant- Texas Forest Service	1,751	0	2,837	0
0000-00-0681	Brazoria County	0	15,000	12,000	12,000
0000-00-0683	Grant Proceeds-FEMA	380,038	182,975	7,377	0
0000-00-0688	Grant Proceeds- HGAC	0	24,708	0	0
	<b>Total Grants</b>	<b>381,789</b>	<b>222,683</b>	<b>22,214</b>	<b>12,000</b>



**111 - GENERAL FUND**  
**Revenue Detail**

Account	Description	Actual 2007/08	Budget 2008/09	Forecast 2008/09	Budget 2009/2010
<b>Charges for Services</b>					
0000-00-0705	Emergency Service District Fee	180,000	230,000	258,000	220,000
0000-00-0706	Hillcrest EMS/Fire Service	23,288	18,630	18,630	27,600
0000-00-0707	ESD For Fire Capital Use Only	8,196	20,000	0	0
0000-00-0708	Parks & Recreation Program	24,775	25,000	20,501	25,000
0000-00-0709	Senior Citizen Program Revenue	1,854	3,500	63	0
0000-00-0710	Swimming Pool	28,219	29,000	24,284	29,000
0000-00-0711	Sports Agreement Revenue	31,228	26,000	7,074	26,000
	<b>Total Charges for Services</b>	<b>297,559</b>	<b>352,130</b>	<b>328,552</b>	<b>327,600</b>
<b>Fines &amp; Forfeits</b>					
0000-00-0760	Fines & Forfeitures	451,525	410,000	468,745	470,000
0000-00-0761	Child Safety Fines	1,059	2,000	1,690	2,000
0000-00-0762	Traffic Control Fines	2,970	4,000	3,577	4,000
	<b>Total Fines &amp; Forfeitures</b>	<b>455,554</b>	<b>416,000</b>	<b>474,012</b>	<b>476,000</b>
<b>Investing Earnings</b>					
0000-00-0800	Interest Income	227,200	245,000	64,881	85,000
	<b>Total Interest Income</b>	<b>227,200</b>	<b>245,000</b>	<b>64,881</b>	<b>85,000</b>
<b>Rental Income</b>					
0000-00-0820	Rental Income- City Property	14,433	28,000	3,168	10,000
0000-00-0821	Rental- Senior Citizen's Center	23,078	20,000	23,521	23,500
	<b>Total Rental Income</b>	<b>37,510</b>	<b>48,000</b>	<b>26,689</b>	<b>33,500</b>
<b>Intragovernmental</b>					
0000-00-0831	Transfer from Court Tech Fund	0	0	0	0
0000-00-0832	Utility Fund - Admin Charges	299,742	316,067	316,067	333,996
0000-00-0833	Sanitation Fund - Admin Charges	109,220	134,870	134,870	137,906
0000-00-0834	EMS Fund - Admin Charges	28,366	34,215	34,215	35,510
0000-00-0835	Sales Tax Fund - Admin Charges	0	119,395	119,395	110,701
0000-00-0837	Cemetery Fund - Admin Charges	20,767	25,452	25,452	31,342
0000-00-0839	Transfer from Replacement Fund	528,000	0	0	0
	<b>Total Intragovernmental</b>	<b>986,095</b>	<b>629,999</b>	<b>629,999</b>	<b>649,455</b>
<b>Proceeds of Asset Sales</b>					
0000-00-0870	Sale of Assets	0	0	56,007	0
0000-00-0871	Sale of Surplus Property	0	0	129	0
	<b>Total Sale of Assets Income</b>	<b>0</b>	<b>0</b>	<b>56,136</b>	<b>0</b>
<b>Bond Proceeds</b>					
0000-00-0895	Bond Proceeds	675,000	0	0	0
0000-00-0896	Capital Lease Proceeds	262,467	0	0	0
	<b>Total Bond Proceeds</b>	<b>937,467</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Income</b>					
0000-00-0910	Insurance Claim Recovery	52,059	4,643	0	0
0000-00-0911	Sales of Maps	3	0	0	0
0000-00-0912	Fees Copies/JP & Police	257	600	250	250
0000-00-0913	Inmate Phone Revenue	207	0	200	200
0000-00-0914	Sales of Code Copies	666	700	150	500
0000-00-0915	Return Check Fee	125	100	0	0
0000-00-0916	Mowing Account	11,173	9,500	8,838	0
0000-00-0917	Mowing Liens	6,316	4,000	500	2,000
0000-00-0918	Miscellaneous Income	11,407	20,000	18,955	15,000
0000-00-0929	Miscellaneous Reimbursements	0	0	24,943	0
	<b>Total Other Income</b>	<b>82,214</b>	<b>39,543</b>	<b>53,836</b>	<b>17,950</b>
	<b>General Fund</b>	<b>\$ 12,816,125</b>	<b>\$ 11,792,835</b>	<b>\$ 11,020,588</b>	<b>\$ 11,474,611</b>



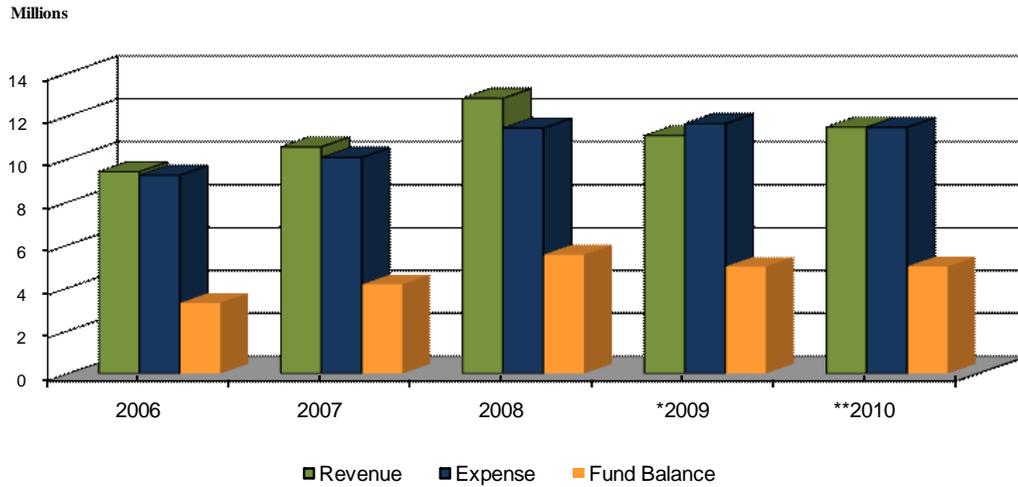
General Fund & Debt Service  
 Net (expenditures) revenues by department  
 Fiscal Year 2009-2010

	<b>Revenues</b>	<b>Expenditures</b>	<b>Differences</b>
General Property Taxes	6,273,336	0	6,273,336
Sales Tax	1,902,020	0	1,902,020
Franchise Taxes	1,294,000	0	1,294,000
Other General Revenues	145,500	0	145,500
Franchise Fees-Enterprise Funds	153,379	0	153,379
Franchise Fee- EMS	23,857	0	23,857
Franchise Fee- Sanitation	132,080	0	132,080
Franchise Fee- Cemetery	28,428	0	28,428
Debt Service	1,228,131	1,228,131	0
Mayor and Council	0	50,496	(50,496)
City Clerk	0	247,532	(247,532)
City Attorney	90,231	354,917	(264,686)
City Manager	55,688	206,745	(151,057)
EDC	0	191,057	(191,057)
Information Technology	44,705	276,987	(232,282)
Accounting	103,735	403,907	(300,172)
Municipal Court	0	136,670	(136,670)
Human Resources	17,351	91,192	(73,841)
City Hall	0	161,320	(161,320)
Police	484,150	6,058,325	(5,574,175)
Fire	267,600	791,019	(523,419)
Community Development	11,000	242,603	(231,603)
Inspections	243,300	334,228	(90,928)
Code Enforcement	91,750	233,305	(141,555)
CIP	9,000	102,119	(93,119)
Library	0	99,506	(99,506)
Parks & Recreation	80,000	991,563	(911,563)
Seniors Center	23,500	114,314	(90,814)
Museum	0	23,719	(23,719)
Facility Maintenance	0	80,947	(80,947)
Property Insurance	0	136,314	(136,314)
Dues and Memberships	0	6,000	(6,000)
Auditing/Consulting Services	0	50,500	(50,500)
Appraisal District Fees	0	53,319	(53,319)
Misc. Debt Expense	0	23,720	(23,720)
Interfund Transfer	0	3,616	(3,616)
<b>Total</b>	<b>\$ 12,702,741</b>	<b>\$ 12,694,071</b>	<b>\$ 8,670</b>



## GENERAL FUND

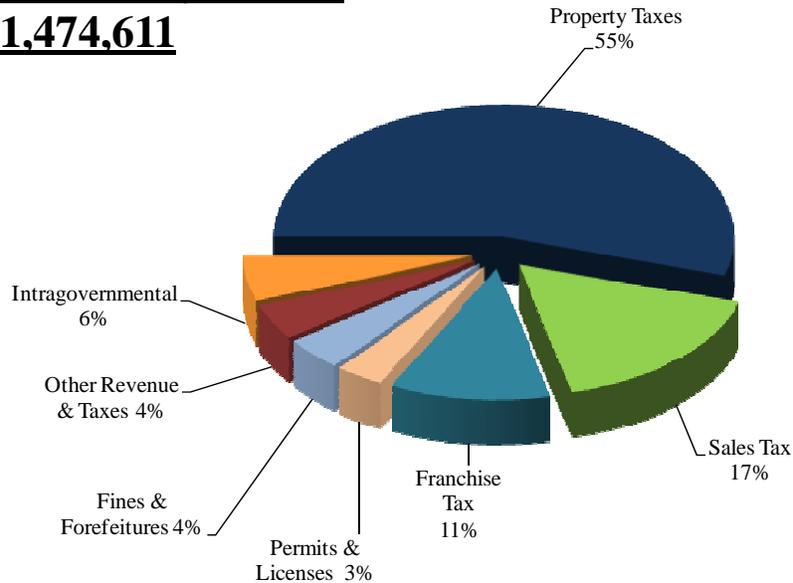
### 5- YEAR REVENUE, EXPENSE AND FUND BALANCE



	<u>2005/06</u>	<u>2006/07</u>	<u>2007/08</u>	<u>2008/09</u>	<u>2009/2010</u>
<b>Revenue</b>	9,399,000	10,553,000	12,816,000	11,082,000	11,475,000
<b>Expense</b>	9,234,000	10,058,000	11,431,000	11,636,000	11,466,000
<b>Fund Balance</b>	3,287,000	4,145,870	5,531,000	4,915,000	4,924,000
				<i>* Projected</i>	<i>** Estimated</i>

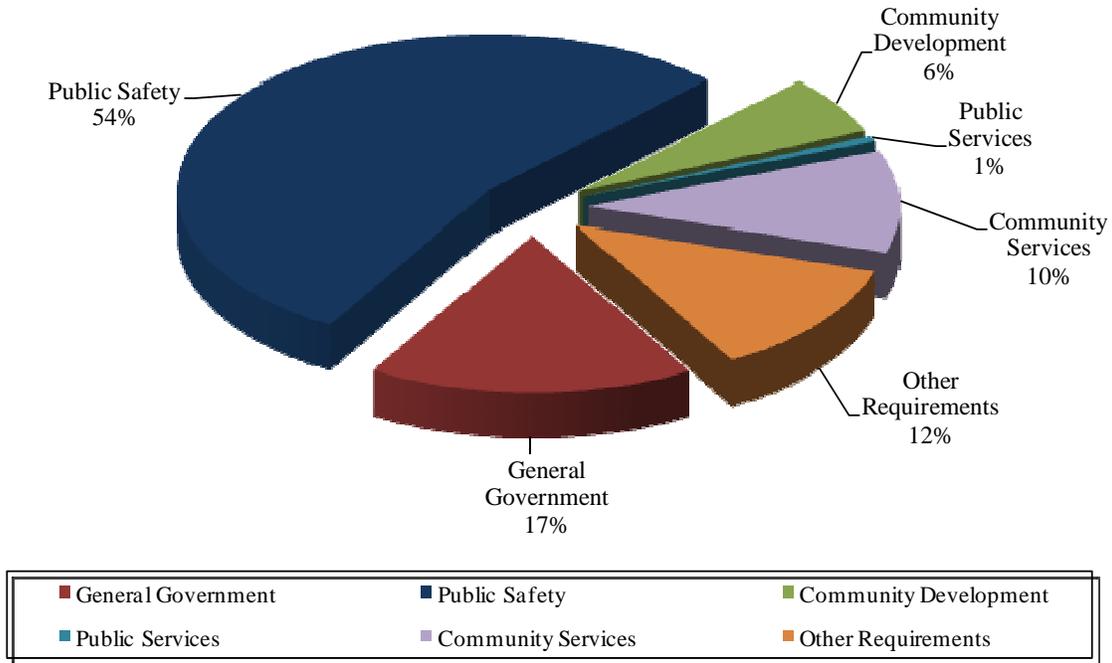
### FY 2010 Revenues By Source

**\$11,474,611**



■ Property Taxes	\$6,273,336	■ Sales Taxes	\$1,902,020	■ Franchise Taxes	\$1,294,000
■ Permits & Licenses	\$380,750	■ Fines & Forfeitures	\$476,000	■ Other Revenue & Taxes	\$499,050
■ Intragovernmental	\$649,455				

**General Fund**  
***FY 2010 Estimated Expenditures By Function***  
**\$11,465,941**



- **General Government** expenditures total \$1,927,834; Departments in this category are City Council, City Clerk, City Attorney, City Manager, Finance and Economic Development.
- **Public Safety** expenditures total \$6,186,476; Departments in this category are Police and Fire.
- **Community Development** expenditures total \$701,056; Programs in this category are Community Development , Inspections and Code Enforcement.
- **Public Services** expenditures total \$68,556; The program in this category is CIP.
- **Community Services** expenditures total \$1,217,750: This category includes the Parks & Recreation Department and the Library.
- **Other Requirements** expenditures total \$1,364,269 and includes contractual services for auditing & accounting, insurance, workers' compensation, dues & memberships and contributions.



**Alvin City Council**  
Fiscal Year 2009-2010

**Gary Appelt, Mayor**

Kerry Collins, Councilmember District A  
Eileen Cross, Councilmember District B  
Jim Landriault, Councilmember District C  
Roger Stuksa, Councilmember District D  
Greg Bullard, Councilmember District E  
Charles Batty III, Councilmember At Large 1  
Eddie Murray, Councilmember At Large 2



## *Mayor & City Council*

The City Council consists of a Mayor and seven Council members and is the elected governing body of the City of Alvin. The Mayor and two Council members are elected at large; other Council members are elected to serve one of five municipal voting districts. In all cases, election is by majority. The Mayor and Council members serve staggered three year terms and may serve no more than three (3) terms of office (inclusive of unexpired terms) nor shall the tenure of office exceed nine (9) years.

### **Goals for 2009/2010**

- Improve Economic Development for the community
- Improve services for the community
- Improve the image and recreation opportunities to the community
- Improve City utility services and advanced mobility projects for the community



## Mayor & City Council

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	32,941	29,065
2000	Materials and Supplies	5,941	5,931
3000	Contractual Services	16,948	15,500
<b>Total</b>		<b>\$ 55,830</b>	<b>\$ 50,496</b>

Schedule of Personnel	Number of Positions	Number of Positions
N/A		

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 53,352	\$ 55,830	\$ 51,963	\$ 50,496
% of City's Operating Total	0.24%	0.22%	0.20%	0.19%
Full Time Staff	0	0	0	0

### Financial Highlights

FY 2009/2010 reflects a decrease due to budget cuts in personnel and contract services.

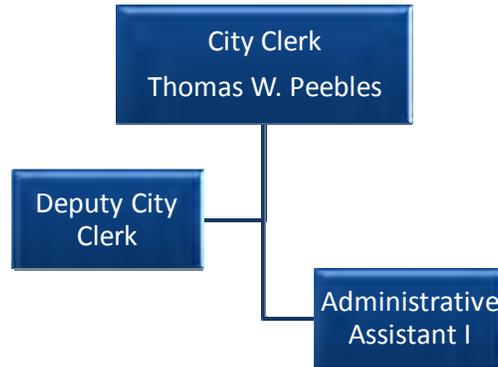


**111 - General Fund/Mayor & City Council**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/2010</b>
<b>Personnel</b>					
1001-00-1010	Monthly Stipend	27,800	30,000	29,550	26,400
1001-00-1011	Social Security	2,170	2,341	2,307	2,065
1001-00-1018	Auto Allowance	600	600	600	600
	<b>Total Personnel</b>	<b>30,570</b>	<b>32,941</b>	<b>32,457</b>	<b>29,065</b>
<b>Supplies</b>					
1001-00-2100	General Office Supplies	2,176	3,231	2,113	3,831
1001-00-2125	Miscellaneous Supplies	2,379	2,710	2,200	2,100
	<b>Total Supplies</b>	<b>4,555</b>	<b>5,941</b>	<b>4,313</b>	<b>5,931</b>
<b>Contractual Services</b>					
1001-00-3100	Contract Services	8,000	9,920	8,500	9,920
1001-00-3170	Professional Development	9,627	6,000	6,000	4,500
1001-00-3190	Communications	485	498	528	550
1001-00-3210	Postage & Freight	115	530	165	530
	<b>Total Services</b>	<b>18,227</b>	<b>16,948</b>	<b>15,193</b>	<b>15,500</b>
	<b>City Council</b>	<b>\$ 53,352</b>	<b>\$ 55,830</b>	<b>\$ 51,963</b>	<b>\$ 50,496</b>



## *City Clerk Department Organizational Chart*





## City Clerk Department

The City Clerk's office is responsible for keeping minutes and for preserving books, files, records, documents and contracts and to issue required notices. Other areas of responsibility include the cemetery, whereas the chief goal is to provide timely and accurate information concerning the cemetery and to improve the appearance and the marketing of the cemetery. Another area of responsibility is Council support. The goals are to provide adequate opportunity for council's review of each agenda, to ensure adequate support materials for each agenda item, to properly maintain the proceedings of the council, to properly communicate with the Council, and to provide the necessary tasks related to the Boards and Commissions. Another area of responsibility is to be custodian of the records. The City Clerk also manages the city elections.

The City Clerk's office is located at 216 West Sealy, Alvin, Texas 77511 and can be contacted at (281) 388-4257.

<b>Goals</b>	<b>Target Completion Date</b>	<b>Percent Complete</b>
Cemetery Issues		
Consider allowing disposal of items removed from gravesites	10/27/2009	0%
Removal of items removal from gravesites	11/30/2009	0%
Consider implemetation of double deck burial in part of Tract V	12/1/2008	0%
Maintain Deadline in Election Process	5/1/2010	0%
Digitalize City Records *		
Update additional templates	6/1/2010	0%
Scan and process additional records	8/1/2010	0%
Hire temporary help to scan documents	6/1/2010	0%



## City Clerk Department

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 178,647	\$ 180,667
2000	Materials and Supplies	1,415	1,050
3000	Contractual Services	46,767	40,643
<b>Total</b>		<b>\$ 226,829</b>	<b>\$ 222,360</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
City Clerk	V	1	1
Deputy City Clerk	8	1	1
* Department Secretary	6	1	0
Administrative Assistant I	6	0	1
<b>Total</b>		<b>3</b>	<b>3</b>

\* Department Secretary position was reclassified to an Administrative Assistance I

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 205,918	\$ 226,829	\$ 204,500	\$ 222,360
% of City's Operating Total	0.94%	0.88%	0.79%	0.86%
Full Time Staff	3	3	3	3

### Financial Highlights

FY 2009/2010 reflects a decrease due to budget cuts within the contractual services accounts. The Department secretary position was re-titled as an Administrative Assistant I in FY 2010.

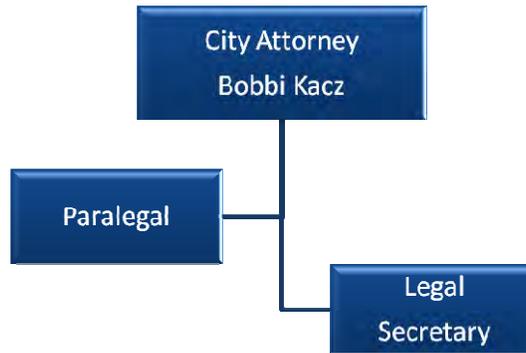


111 - General Fund/City Clerk

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
1002-00-1001	Salaries	136,262	138,152	136,632	138,154
1002-00-1005	Overtime	0	700	350	700
1002-00-1006	Longevity	6,027	6,557	6,221	6,846
1002-00-1009	TMRS	16,102	18,239	17,603	19,946
1002-00-1011	Social Security	10,660	11,399	10,590	11,421
1002-00-1018	Auto Allowance	3,628	3,600	3,600	3,600
	<b>Total Personnel</b>	<b>172,678</b>	<b>178,647</b>	<b>174,996</b>	<b>180,667</b>
<b>Supplies</b>					
1002-00-2100	General Office Supplies	483	1,315	775	1,000
1002-00-2125	Miscellaneous Supplies	0	100	0	50
	<b>Total Supplies</b>	<b>483</b>	<b>1,415</b>	<b>775</b>	<b>1,050</b>
<b>Contractual Services</b>					
1002-00-3100	Contract Services	7,874	14,800	6,200	9,000
1002-00-3170	Professional Development	800	1,700	1,655	834
1002-00-3180	Dues & Membership	445	445	460	445
1002-00-3190	Communications	1,589	1,632	1,624	1,680
1002-00-3210	Postage & Freight	239	300	200	300
1002-00-3230	Advertising	8,008	13,175	9,000	14,288
1002-00-3235	Election	13,124	13,775	9,000	13,496
1002-00-3240	Recording Fees	432	500	400	500
1002-00-3250	General Insurance	125	0	0	0
1002-00-3254	Surety & Fidelity Bond	0	280	120	0
1002-00-3260	Machinery & Equipment Maint	120	160	70	100
	<b>Total Services</b>	<b>32,756</b>	<b>46,767</b>	<b>28,729</b>	<b>40,643</b>
	<b>City Clerk</b>	<b>\$ 205,918</b>	<b>\$ 226,829</b>	<b>\$ 204,500</b>	<b>\$ 222,360</b>



## *City Attorney Department Organizational Chart*





## ***City Attorney Department***

The City Attorney is appointed by and responsible to the City Council. The City Attorney's mission is to provide efficient and competent legal services to the City Council, and to all departments within the City of Alvin as well as City Boards, Committees, Commissions and staff. The City Attorney's Office takes proactive steps to identify and remedy potential legal complications for the City of Alvin and defends and advocates the City's position with the singular goal of achieving that which is in the best interests of the City of Alvin.

The City Attorney is located at 216 West Sealy, Alvin, Texas 77511 and can be contacted at (281) 388-4227.



## City Attorney Department

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 230,256	\$ 232,797
2000	Materials and Supplies	13,300	6,750
3000	Contractual Services	88,750	90,198
<b>Total</b>		\$332,306	\$329,745

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
City Attorney	CA	1	1
Paralegal	III	1	1
Legal Secretary	9	1	1
<b>Total</b>		3	3

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 351,451	\$ 332,306	\$ 311,982	\$ 329,745
% of City's Operating Total	1.60%	1.29%	1.21%	1.27%
Full Time Staff	3	3	3	3

### Financial Highlights

FY 2009/2010 budget reflects a decrease due to budget cuts in supplies and contractual services.



**111 - General Fund/City Attorney**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
1003-00-1001	Salaries	181,173	185,419	176,450	185,453
1003-00-1005	Overtime	605	750	200	750
1003-00-1006	Longevity	810	1,087	1,070	1,376
1003-00-1009	TMRS	20,679	23,508	21,923	25,702
1003-00-1011	Social Security	13,620	14,692	13,676	14,716
1003-00-1018	Auto Allowance	4,837	4,800	4,800	4,800
	<b>Total Personnel</b>	<b>221,724</b>	<b>230,256</b>	<b>218,119</b>	<b>232,797</b>
<b>Supplies</b>					
1003-00-2100	General Office Supplies	4,795	7,800	4,760	6,250
1003-00-2125	Miscellaneous Supplies	2,286	500	450	500
	<b>Total Supplies</b>	<b>7,080</b>	<b>8,300</b>	<b>5,210</b>	<b>6,750</b>
<b>Contractual Services</b>					
1003-00-3120	Legal Services	111,805	80,000	80,000	75,000
1003-00-3130	Court Costs	2,140	1,900	1,000	2,500
1003-00-3170	Professional Development	3,067	2,000	2,000	3,760
1003-00-3180	Dues & Memberships	295	600	320	600
1003-00-3190	Communications	2,260	3,500	2,358	2,638
1003-00-3210	Postage & Freight	171	500	175	500
1003-00-3260	Machinery & Equipment Maint	216	250	100	200
1003-00-3290	Technology Services	2,693	5,000	2,700	5,000
	<b>Total Services</b>	<b>122,647</b>	<b>93,750</b>	<b>88,653</b>	<b>90,198</b>
	<b>City Attorney</b>	<b>\$ 351,451</b>	<b>\$ 332,306</b>	<b>\$ 311,982</b>	<b>\$ 329,745</b>



***City Manager Department  
Organizational Chart***





## City Manager Department

The City Manager is hired under contract by the Council to manage the City's day-to-day operations and implement its policies. The City Manager is responsible for developing and managing the City's budget, providing leadership and direction for City staff, meeting with citizens to aid or solve problems regarding City services, and providing a good public image for the Community.

The City Manager's office is located at 216 West Sealy, Alvin, Texas 77511 and can be contacted at (281) 388-4230.

<u>Goals</u>	<u>Target Completion Date</u>	<u>Percent Complete</u>
<b>Revise &amp; Streamline the City's Ethic Ordinance</b>		
• Prepare and schedule Council Review and Discussion	11/1/2009	90%
• Support Council review and approval	1/1/2010	0%
<b>Upgrade Audio System in Chamber to Improve TV Broadcast</b>		
• Compare Audio systems best suited for project	1/1/2010	0%
• Purchase and install hardware	3/1/2010	0%
• Implement new systems at Council Meetings	6/1/2010	0%
<b>Plan and Prepare New Council Workshop</b>	7/1/2010	0%



## City Manager Department

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	185,084	187,084
2000	Materials and Supplies	1,300	348
3000	Contractual Services	5,255	2,531
<b>Total</b>		<b>\$ 191,639</b>	<b>\$ 189,963</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
City Manager	CA	1	1
Assistant to the City Manager	10	1	1
<b>Total</b>		<b>2</b>	<b>2</b>

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 184,206	\$ 191,639	\$ 188,599	\$ 189,963
% of City's Operating Total	0.84%	0.74%	0.73%	0.73%
Full Time Staff	2	2	2	2

### Financial Highlights

FY 2009/2010 budget reflects a decrease due to budget cuts in supplies and contractual services.



**111 - General Fund/City Manager**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
1004-00-1001	Salaries	141,958	143,636	142,541	143,666
1004-00-1005	Overtime	767	3,200	2,067	3,200
1004-00-1006	Longevity	2,570	2,743	2,721	2,935
1004-00-1009	TMRS	16,570	18,896	18,286	20,655
1004-00-1011	Social Security	11,079	11,810	11,251	11,828
1004-00-1018	Auto Allowance	4,837	4,800	4,800	4,800
	<b>Total Personnel</b>	<b>177,780</b>	<b>185,084</b>	<b>181,666</b>	<b>187,084</b>
<b>Supplies</b>					
1004-00-2100	General Office Supplies	817	900	1,050	248
1004-00-2125	Miscellaneous Supplies	455	400	375	100
	<b>Total Supplies</b>	<b>1,271</b>	<b>1,300</b>	<b>1,425</b>	<b>348</b>
<b>Contractual Services</b>					
1004-00-3100	Contract Services	725	0	0	0
1004-00-3170	Professional Development	3,031	3,000	3,000	750
1004-00-3180	Dues & Memberships	195	850	806	235
1004-00-3190	Communications	1,165	1,255	1,652	1,496
1004-00-3210	Postage & Freight	39	150	50	50
	<b>Total Services</b>	<b>5,155</b>	<b>5,255</b>	<b>5,508</b>	<b>2,531</b>
	<b>City Manager</b>	<b>\$ 184,206</b>	<b>\$ 191,639</b>	<b>\$ 188,599</b>	<b>\$ 189,963</b>



***Economic Development Department  
Organizational Chart***





## ***Economic Development Department***

**Vision:** To have Alvin looked upon as the community that provides necessary resources and assistance to business, industry, and our people to enhance our great quality of life.

**Mission:** Develop strategies in the following three key economic development areas for the City of Alvin:

- **Business Retention**

- Establish database of local industrial services companies to distribute for local purchasing campaign
- Work with ACC to secure new Texas Workforce Commission training grant
- Make at least 2 Alvin B.E.S.T. (business retention) visits per month and report on findings

- **Business Attraction**

- Publish City's Annual Report to be used as a marketing tool.
- Secure Alvin's second Foreign Trade Zone
- Develop conference center via joint venture
- Participation in Texas One program through the Office of Governor Economic Development and Tourism and Opportunity Houston to travel with groups to meet with Site Consultants/Company CEO's

- **Preparation of Product (Infrastructure, Incentives, Policies, Etc.)**

- Directional sign program - determine city related signage and identify what will be showcased to include parks locations
- Establish standardized logos and associated items for the City
- Establish street pole banner program for Gordon Street
- Finalize agreement with BNSF on lease of corner of Gordon & Willis
- Determine sections to update and/or add in the Comprehensive Plan, coordinate plan to complete tasks
- FM 528 Extension - Work toward getting project funded
- Implement beautification of corner of Gordon & Willis

The Alvin Economic Development Department is located at 216 West Sealy, Alvin, Texas 77511 and can be contacted at (281) 388-4244



## *Economic Development Department*

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 135,152	\$ 129,942
2000	Materials & Supplies	7,300	5,820
3000	Contractual Services	55,350	38,513
Total		\$ 197,802	\$ 174,275

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Director of Economic Development	V	1	1
* Department Secretary	6	1	0
Administrative Assistant II	7	0	1
<b>Total</b>		2	2

\* Department Secretary position was reclassified to an Administrative Assistant II (NE PG7)

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 145,864	\$ 197,802	\$ 188,699	\$ 174,275
% of City's Operating Total	0.66%	0.77%	0.73%	0.67%
Full Time Staffing Equivalent	2	2	2	2

### **Financial Highlights**

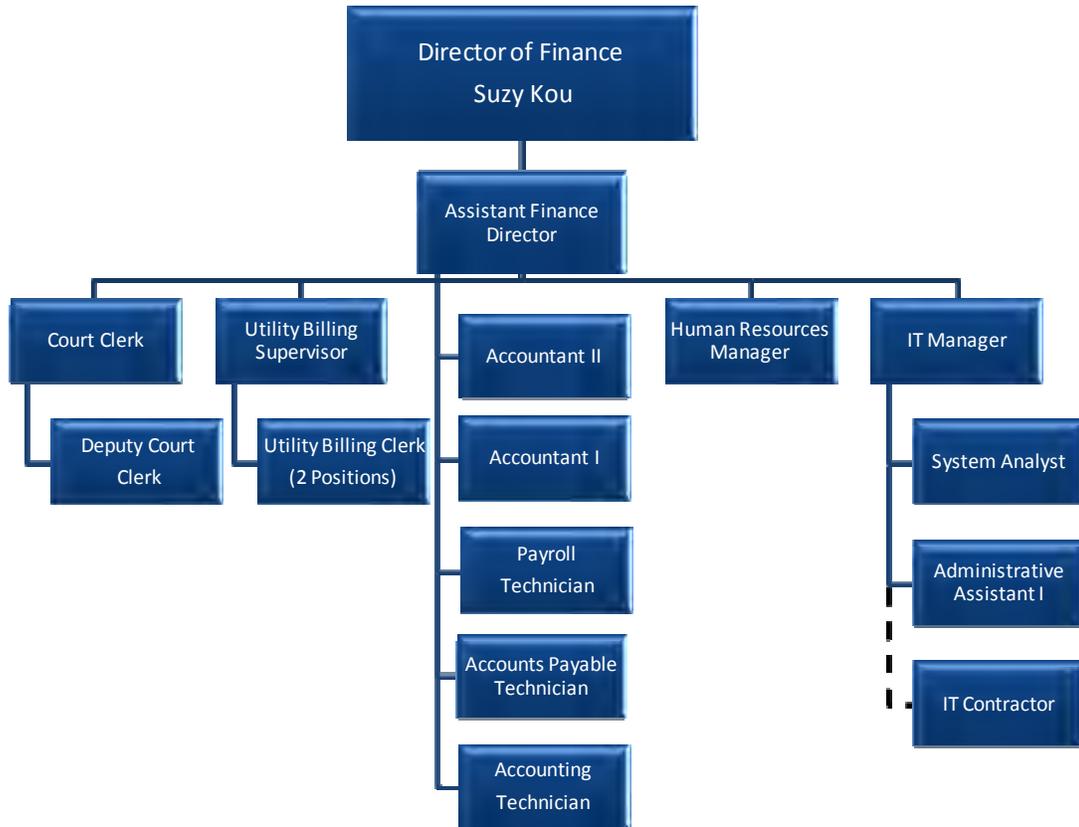
FY 2009/2010 budget reflects a decrease in supplies and consulting services. Personnel Services was cut slightly due to 20% of the Administrative Assistant's salary being charged to the Hotel/Motel fund. This position assists the Convention Visitors Bureau Director, which is a newly created position in the Hotel/Motel fund. The Economic Development Director oversees both programs.



111 - General Fund/Economic Development

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
1005-00-1001	Salaries	101,319	107,756	105,804	102,361
1005-00-1006	Longevity	172	373	250	420
1005-00-1009	TMRS	11,591	13,798	13,302	14,346
1005-00-1011	Social Security	7,890	8,625	8,447	8,215
1005-00-1018	Auto Allowance	3,628	4,600	3,700	4,600
	<b>Total Personnel</b>	<b>124,598</b>	<b>135,152</b>	<b>131,503</b>	<b>129,942</b>
<b>Supplies</b>					
1005-00-2100	General Office Supplies	1,985	5,800	1,914	5,320
1005-00-2125	Miscellaneous Supplies	780	1,500	1,200	500
	<b>Total Supplies</b>	<b>2,765</b>	<b>7,300</b>	<b>3,114</b>	<b>5,820</b>
<b>Contractual Services</b>					
1005-00-3100	Contract Services	0	23,000	23,000	5,000
1005-00-3170	Professional Development	9,101	13,700	12,000	11,588
1005-00-3180	Dues & Memberships	3,845	12,000	12,000	12,945
1005-00-3190	Communications	3,091	3,000	3,182	3,330
1005-00-3210	Postage & Freight	107	650	900	1,150
1005-00-3225	Promotional Marketing	2,357	3,000	3,000	4,500
	<b>Total Services</b>	<b>18,501</b>	<b>55,350</b>	<b>54,082</b>	<b>38,513</b>
	<b>Economic Development</b>	<b>\$ 145,864</b>	<b>\$ 197,802</b>	<b>\$ 188,699</b>	<b>\$ 174,275</b>

## Finance Department Organizational Chart





## *Finance Department*

To prudently manage financial resources through accurate information, timely financial reporting, and sound professional business planning and financial services in areas of budgeting, purchasing, accounting, treasury, debt management, risk management, payroll and information technology.

The Finance Department is located at 216 West Sealy, Alvin, Texas 77511 and can be contacted at (281) 388-4212.

<u>Goals</u>	<u>Target Completion Date</u>	<u>Percent Complete</u>
<b>Improve City's Rating *</b>		
● Establish City's Debt policy manual	9/30/2010	0%
● Establish City's Capital Improvement policy manual	9/30/2010	0%
● Update City's Investment policy manual	9/30/2010	0%
● Update City's Budgeting policy manual	9/30/2010	0%
● Update City's Purchasing Policy per Charter	9/30/2010	0%
● Legal support		
<b>Improve operation efficiency during disaster recovery *</b>		
● Procedures manual from IT, Accounting, UB, Court, and HR	9/30/2010	10%
● Support from IT & software vendors		
<b>Improve Reporting Capability to enhance management control and budgeting *</b>		
● Publish reports in Springbrook software for management use	9/30/2010	5%
● Support from IT & software vendors		
<b>Records Retention *</b>		
● Paperless-archiving Financial records online	9/30/2010	5%
● Support from IT		
<b>Increase collection ratio and decrease writeoffs</b>	9/30/2010	0%

\*Continuation of 2009 Goal



## Finance Department

Programs	Amended Budget 2008/09	Budget 2009/10
Accounting	\$ 361,697	\$ 353,562
Municipal Court	119,338	119,888
Human Resources	82,565	82,801
City Hall	140,755	161,320
Information Technology	392,175	243,424
<b>Totals</b>	<b>\$ 1,096,531</b>	<b>\$ 960,995</b>

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 1,065,062	\$ 1,096,531	\$ 1,024,017	\$ 960,995
% of City's Operating Total	4.84%	4.25%	3.97%	3.71%
Full Time Staff	9	11	11	11

### Financial Highlights

FY 2009/2010 budget reflects decreases in supplies and contractual services for all programs. In the Information Technology program, a part-time intern position has been eliminated from the budget and no capital outlay requests were included this fiscal year.



## Accounting Program

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 324,357	\$ 328,529
2000	Materials and Supplies	9,500	5,620
3000	Contractual Services	27,840	19,413
<b>Total</b>		<b>\$ 361,697</b>	<b>\$ 353,562</b>

Schedule of Personnel	Pay Grade	Number of positions	Number of positions
Director of Finance	V	1	1
Assistant Finance Director	IV	1	1
* Accountant II	II	0	0
Accountant I	12	1	1
Accounts Payable Technician	8	1	1
Payroll Technician	8	1	1
Accounting Clerk	5	1	1
<b>Total</b>		<b>6</b>	<b>6</b>

\* This position remains on the Exempt pay plan but is not funded this fiscal year



**111 - General Fund/Accounting Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
2501-00-1001	Salaries	251,050	261,474	259,538	261,144
2501-00-1005	Overtime	505	200	0	500
2501-00-1006	Longevity	4,782	5,271	4,594	6,245
2501-00-1009	TMRS	28,688	33,116	32,037	36,271
2501-00-1011	Social Security	19,340	20,696	19,704	20,769
2501-00-1018	Auto Allowance	3,628	3,600	3,600	3,600
	<b>Total Personnel</b>	<b>307,992</b>	<b>324,357</b>	<b>319,473</b>	<b>328,529</b>
<b>Supplies</b>					
2501-00-2100	General Office Supplies	4,949	7,000	4,000	4,620
2501-00-2125	Miscellaneous Supplies	3,817	2,500	600	1,000
	<b>Total Supplies</b>	<b>8,766</b>	<b>9,500</b>	<b>4,600</b>	<b>5,620</b>
<b>Contractual Services</b>					
2501-00-3100	Contract Services	6,500	3,000	2,358	2,000
2501-00-3170	Professional Development	4,990	7,500	5,500	2,400
2501-00-3180	Dues & Memberships	710	1,200	950	700
2501-00-3190	Communications	3,495	4,640	4,284	4,013
2501-00-3210	Postage & Freight	2,400	3,500	2,524	3,300
2501-00-3220	Printing Services	6,126	6,500	5,000	5,500
2501-00-3250	General Insurance	200	0	250	0
2501-00-3254	Surety, Fidelity Bonds	0	300	0	300
2501-00-3260	Machinery & Equipment Maint	370	1,200	700	1,200
	<b>Total Services</b>	<b>24,792</b>	<b>27,840</b>	<b>21,566</b>	<b>19,413</b>
	<b>Accounting Program</b>	<b>\$ 341,550</b>	<b>\$ 361,697</b>	<b>\$ 345,639</b>	<b>\$ 353,562</b>



## Municipal Court Program

The Mission of the Municipal Court is to accurately, expeditiously, and courteously perform the clerical and ministerial duties required in the due process adjudication of misdemeanor violations of the law and ordinances filed in the Municipal Court of the City of Alvin. The Municipal Court is responsible for processing and recording all traffic violations and other misdemeanor charges. The Court compiles statistical reports for the Texas Judicial Council and reports all moving traffic violations to the Texas Department of Public Safety.

### 2008-2009 BUDGET YEAR GOALS & ACHIEVEMENTS

	<u>Status</u>
<b>Court Procedures Manual</b> Update the Court Procedure Manual for Court Clerks and Judicial Staff for new legislation.	<b>COMPLETED</b>
<b>Records Management (Phase III – part 2)</b> Completion of Scanning Closed Court Record Retention History (2004-2005)	<b>COMPLETED</b>
<b>Warrant Roundup</b> Participation in the Great Texas Warrant Roundup (third year).	<b>COMPLETED</b>
<b>Records Management (Phase IV- Final Phase)</b> Computer system for Judges to share. Implement Paperless Judgments with batch program through Laser fiche	<b>Extended</b>

### 2009-2010 BUDGET YEAR GOALS

<u>Goals</u>	<u>Projected Completion Date</u>
<b>Court Procedures Manual</b> Update the Court Procedure Manual for Court Clerks and Judicial Staff to comply with new upgrades.	<b>December 2009</b>
<b>Warrant Roundup</b> Participation in the Great Texas Warrant Roundup (fourth year).	<b>March 2010</b>
<b>Records Management (Phase IV- Final Phase)</b> Computer system for Judges to share. Implement Paperless Judgments with batch program through Laser fiche	<b>July 2010</b>
<b>Staff Growth – Hire New Full Time Deputy Court Clerk/Juvenile Case Manager</b> Have partial funding through JCM Fund. Pending Budget approval by Council for other portion.	<b>September 2010</b>

### PERFORMANCE INDICATORS (as of 9/2009)

	<u>Pending</u>	<u>Completed</u>
OCA Reporting	1	11
2008-2009 Year Goals	1	3
Required Annual Training	0	4



## *Municipal Court Program*

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 104,304	\$ 106,295
2000	Materials and Supplies	2,506	1,975
3000	Contractual Services	12,528	11,618
<b>Total</b>		<b>\$ 119,338</b>	<b>\$ 119,888</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Municipal Court Clerk	9	1	1
Deputy Court Clerk	5	1	1
<b>Total</b>		<b>2</b>	<b>2</b>



**111 - General Fund/Municipal Court Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
2502-00-1001	Salaries	58,230	65,024	64,600	65,021
2502-00-1005	Overtime	938	500	140	0
2502-00-1006	Longevity	1,291	1,536	1,462	1,728
2502-00-1009	TMRS	6,683	8,208	7,956	8,979
2502-00-1011	Social Security	5,882	6,780	5,702	6,951
2502-00-1019	Municipal Judge Retainer	21,576	22,256	21,576	23,616
	<b>Total Personnel</b>	<b>94,600</b>	<b>104,304</b>	<b>101,436</b>	<b>106,295</b>
<b>Supplies</b>					
2502-00-2100	General Office Supplies	1,744	1,856	1,555	1,675
2502-00-2125	Miscellaneous Supplies	170	650	300	300
	<b>Total Supplies</b>	<b>1,914</b>	<b>2,506</b>	<b>1,855</b>	<b>1,975</b>
<b>Contractual Services</b>					
2502-00-3100	Contract Services	600	570	500	600
2502-00-3130	Court Costs	474	1,255	800	1,200
2502-00-3170	Professional Development	2,644	3,800	3,300	2,708
2502-00-3180	Dues & Memberships	1,008	1,058	1,058	1,218
2502-00-3190	Communications	1,823	1,836	1,846	1,872
2502-00-3210	Postage & Freight	3,641	3,800	3,500	3,800
2502-00-3220	Printing Services	191	0	200	170
2502-00-3250	General Insurance	0	0	0	0
2502-00-3260	Machinery & Equipment Maint	378	209	209	50
	<b>Total Services</b>	<b>10,760</b>	<b>12,528</b>	<b>11,413</b>	<b>11,618</b>
	<b>Municipal Court Program</b>	<b>\$ 107,274</b>	<b>\$ 119,338</b>	<b>\$ 114,704</b>	<b>\$ 119,888</b>



## Human Resources Program

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 58,518	\$ 59,188
2000	Materials and Supplies	2,199	1,599
3000	Contractual Services	21,848	22,014
<b>Total</b>		<b>\$ 82,565</b>	<b>\$ 82,801</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Human Resources Manager	II	1	1
<b>Total</b>		<b>1</b>	<b>1</b>



**111 - General Fund/Human Resources Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
2503-00-1001	Salaries	44,287	47,398	46,588	47,403
2503-00-1006	Longevity	1,261	1,412	1,336	1,508
2503-00-1009	TMRS	5,027	5,974	6,017	6,535
2503-00-1011	Social Security	3,403	3,734	3,724	3,742
	<b>Total Personnel</b>	<b>53,978</b>	<b>58,518</b>	<b>57,665</b>	<b>59,188</b>
<b>Supplies</b>					
2503-00-2100	General Office Supplies	1,516	1,899	1,299	1,399
2503-00-2125	Miscellaneous Supplies	0	300	75	200
	<b>Total Supplies</b>	<b>1,516</b>	<b>2,199</b>	<b>1,374</b>	<b>1,599</b>
<b>Contractual Services</b>					
2503-00-3100	Contract Services	8,122	13,000	7,500	15,084
2503-00-3160	Med Services/Pre-Employment	4,050	4,500	2,800	4,500
2503-00-3170	Professional Development	2,861	2,000	1,570	1,200
2503-00-3180	Dues & Memberships	120	500	200	200
2503-00-3190	Communications	478	498	523	540
2503-00-3210	Postage & Freight	72	250	75	250
2503-00-3220	Printing Services	0	100	0	100
2503-00-3230	Advertising	0	1,000	450	140
2503-00-3270	Building/Grounds Maintenance	0	0		0
	<b>Total Services</b>	<b>15,703</b>	<b>21,848</b>	<b>13,118</b>	<b>22,014</b>
	<b>Human Resources Program</b>	<b>\$ 71,197</b>	<b>\$ 82,565</b>	<b>\$ 72,157</b>	<b>\$ 82,801</b>



## City Hall Program

<b>CATEGORY</b>		<b>AMENDED BUDGET 2008/09</b>	<b>BUDGET 2009/2010</b>
2000	Materials and Supplies	11,700	8,900
3000	Contractual Services	123,805	98,420
4000	Capital Outlay	5,250	54,000
<b>Total</b>		<b>\$ 140,755</b>	<b>\$ 161,320</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
N/A			



**111 - General Fund/City Hall Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Supplies</b>					
2504-00-2125	Miscellaneous Supplies	3,686	6,200	2,700	4,700
2504-00-2200	Foods	1,150	1,500	1,200	1,000
2504-00-2275	Program Supplies	3,423	4,000	3,068	3,200
	<b>Total Supplies</b>	<b>8,259</b>	<b>11,700</b>	<b>6,968</b>	<b>8,900</b>
<b>Contractual Services</b>					
2504-00-3190	Communications	11,707	12,000	11,810	12,500
2504-00-3200	Utilities	34,965	37,535	34,304	42,700
2504-00-3210	Postage & Freight	107	400	120	0
2504-00-3240	Recording Fees	2,670	6,000	4,200	3,500
2504-00-3260	Machinery & Equipment Maint	12,795	16,000	12,400	14,000
2504-00-3270	Building/Grounds Maint	77,059	51,870	49,960	25,720
	<b>Total Services</b>	<b>139,303</b>	<b>123,805</b>	<b>112,794</b>	<b>98,420</b>
<b>Capital Outlay</b>					
2504-00-4100	Building & Property	0	5,250	0	54,000
	<b>Total Capital Outlay</b>	<b>0</b>	<b>5,250</b>	<b>0</b>	<b>54,000</b>
	<b>City Hall Program</b>	<b>\$ 147,561</b>	<b>\$ 140,755</b>	<b>\$ 119,762</b>	<b>\$ 161,320</b>



## Information Technology Program

	CATEGORY	AMENDED BUDGET 2008/2009	BUDGET 2009/2010
1000	Personnel Services	105,129	81,999
2000	Materials and Supplies	59,274	26,417
3000	Contractual Services	181,972	135,008
4000	Capital Outlay	45,800	0
<b>Total</b>		<b>\$ 392,175</b>	<b>\$ 243,424</b>

Schedule of Personnel	Pay Grade	Number of positions	Number of positions
* IT Manager	IV	0	0
System Analyst	14	1	1
** Department Secretary	6	1	0
Administrative Assistant I	6	0	1
*** Interim Technician ( <i>part-time</i> )	11	0.5	0
<b>Total</b>		<b>2.5</b>	<b>2</b>

\* *This position remains on the Exempt pay plan but is not funded this fiscal year*

\*\* *The Department Secretary position has been re-titled to an Administrative Assistant I*

\*\*\* *The part-time Interim Technician position has been eliminated from the budget*

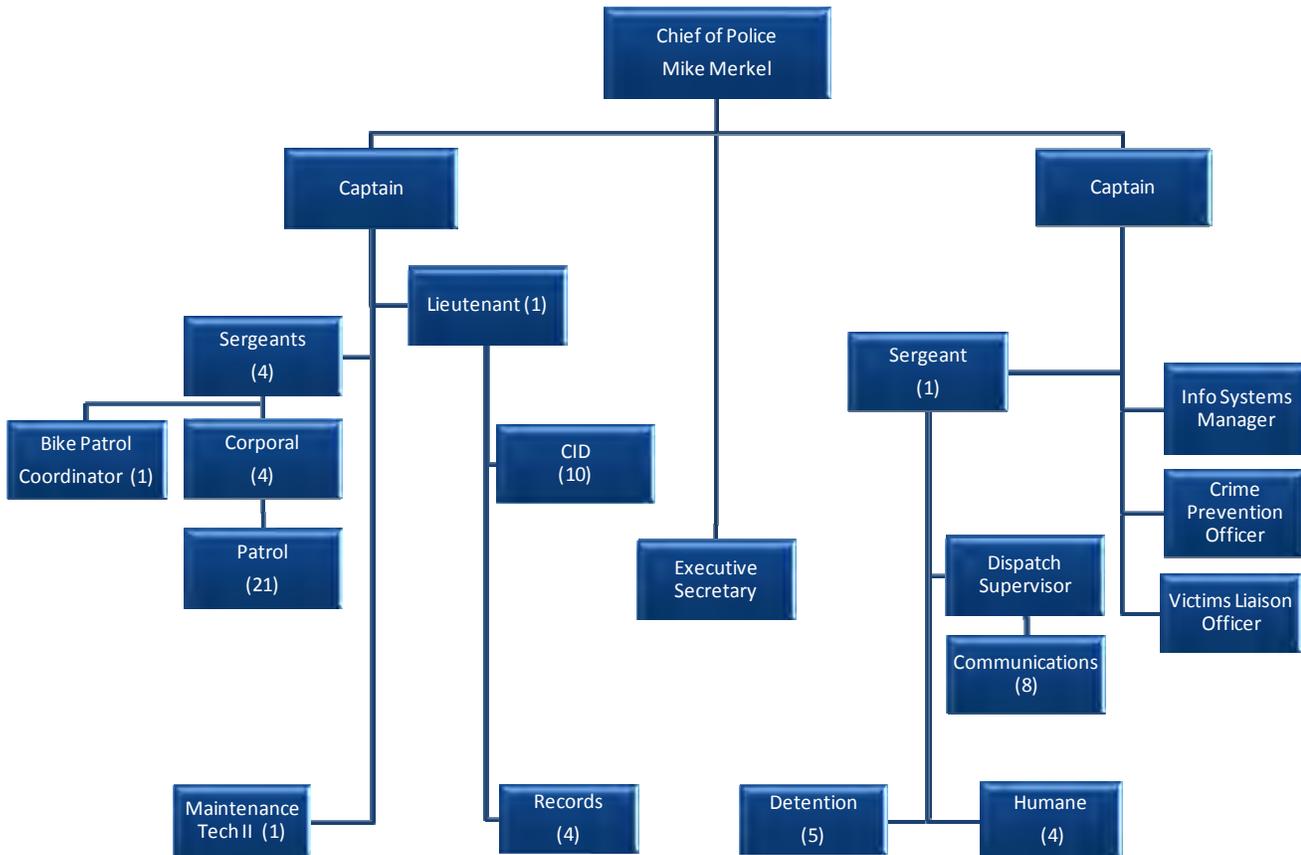


**111 - General Fund/Information Technology Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
2505-00-1001	Salaries	89,388	87,040	86,997	64,693
2505-00-1005	Overtime	774	1,400	500	1,400
2505-00-1006	Longevity	1,361	1,477	1,470	1,669
2505-00-1009	TMRS	8,802	8,333	8,890	9,053
2505-00-1011	Social Security	6,820	6,879	6,659	5,184
	<b>Total Personnel</b>	<b>107,145</b>	<b>105,129</b>	<b>104,516</b>	<b>81,999</b>
<b>Supplies</b>					
2505-00-2100	General Office Supplies	868	1,250	900	1,250
2505-00-2125	Miscellaneous Supplies	434	1,500	600	1,500
2505-00-2150	Computer Replacement & Supplies	65,782	56,524	56,524	23,667
	<b>Total Supplies</b>	<b>67,084</b>	<b>59,274</b>	<b>58,024</b>	<b>26,417</b>
<b>Contractual Services</b>					
2505-00-3100	Contract Services	53,293	70,500	55,000	70,500
2505-00-3170	Professional Development	525	5,000	3,500	3,000
2505-00-3190	Communications	4,948	5,200	4,468	3,380
2505-00-3210	Postage & Freight	20	50	25	50
2505-00-3260	Machinery & Equipment Maint	1,952	2,800	2,000	2,800
2505-00-3290	Technology Services	162,513	98,422	98,422	55,278
	<b>Total Services</b>	<b>223,251</b>	<b>181,972</b>	<b>163,415</b>	<b>135,008</b>
<b>Capital Outlay</b>					
2505-00-4200	Computer Systems	0	45,800	45,800	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>45,800</b>	<b>45,800</b>	<b>0</b>
	<b>Information Technology Program</b>	<b>\$ 397,480</b>	<b>\$ 392,175</b>	<b>\$ 371,755</b>	<b>\$ 243,424</b>



## Police Department Organizational Chart





## *Police Department*

The Alvin Police Department exists to enforce all local, state and federal statutes, as well as those adopted by its own governing council. The Department shall act to minimize preventable crimes and make every effort to identify and introduce criminal offenders to the appropriate criminal justice system.

The Department shall also strive to facilitate safe and efficient movement of people and vehicular traffic throughout the city. As an agency, the Department shall recognize the significance of employee safety/well-being, job satisfaction and high morale by providing a positive, professional work environment.

Throughout all of its endeavors, the Alvin Police shall remain committed to treating all persons with compassion, dignity and respect, regardless of the circumstance, while maintaining a mutual trust and understanding between the citizenry and their police.

The Police Department is located at 1500 S. Gordon Street, Alvin, Texas 77511 and can be contacted at (281) 388-4370.

<u>Goals</u>	<u>Target Completion Date</u>	<u>Percent Complete</u>
<b>Explore &amp; Address Humane Shelter Facilities on Hwy 6</b>		
• Make a Site Recommendation	1/1/2010	0%
• Present a Facility Plan	6/1/2010	0%
• Present a firm Project Cost Estimate	6/1/2010	0%
<b>Install new 400kw Emergency Generator at Police Department</b>		
• Configure wiring and componentry to accomodate installation	1/1/2010	0%
• Fully test and integrate new generator into service at APD	6/1/2010	0%
<b>Increase Presence &amp; Visibility at Reported Vacation Watch / Close Patrols Locations by Citizen Patrol Unit.</b>		
• Citizen Patrol Unit to check & verify all Vacation Watch locales	10/1/2009	0%
<b>Continue "Zero-Tolerance" Policy on Youth/Street Gang Activity and utilize Street Crimes Officers in this Effort</b>		
• Street Crimes officers to reduce reported gang membership in Alvin	10/1/2010	0%
<b>Examine feasibility of City employing a Full-Time Emergency Management Coordinator in a City-wide capacity.</b>		
• Survey other jurisdictions & evaluate compensation ranges	10/1/2010	0%
<b>Develop and Implement a Police Armory Program consisting of standardized weaponry for Police use.</b>		
• Create an initial compliment of five .40 caliber handguns	10/1/2010	0%
<b>Create an Outdoor Firearms Training facility at CR160 Landfill.</b>		
• Develop & Design of facility layout	1/1/2010	0%
• Complete Site preparation and dirt work	10/1/2010	0%
<b>Design &amp; construct additional parking spaces for Police Facility personnel.</b>		
• Create an additional 6-8 parking spaces for police employees.	10/1/2010	0%



## Police Department

CATEGORY	AMENDED	
	BUDGET 2008/2009	BUDGET 2009/2010
1000 Personnel Services	\$ 4,384,959	\$ 4,526,921
2000 Materials and Supplies	192,100	211,118
3000 Contractual Services	849,006	699,370
4000 Capital Outlay	177,518	0
<b>Total</b>	<b>\$ 5,603,583</b>	<b>\$ 5,437,409</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Police Chief	V	1	1
Police Captain	*	2	2
Police Lieutenant	*	1	1
Police Sergeant	*	5	5
ID Officer	*	1	1
Corporal	*	4	4
Detectives	*	6	6
Patrol Officer	*	26	26
Crime Prevention Officer	*	1	1
Warrant Officer	*	1	1
Information System Manager	*	1	1
Executive Secretary	9	1	1
Crime Victim Liason	8	1	1
Communications Supervisor	10	1	1
Humane Officer	7	2	2
Communication Officer	8	8	8
Detention Officers	8	5	5
Records Technicians	7	4	4
Building Maintenance Tech II	9	1	1
Humane Officer (P/T) *		2	2
<b>Total</b>		<b>74</b>	<b>74</b>

\* Pay plan is based on Collective Bargaining Agreement

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 5,354,588	\$ 5,603,583	\$ 5,424,736	\$ 5,437,409
% of City's Operating Total	24.33%	21.70%	21.01%	20.98%
Full Time Staff	78	74	74	74

### Financial Highlights

FY 2009/2010 budget reflects decreases in supplies, contractual services and capital outlay. An increase in personnel services is due to the renewal of the Police Collective Bargaining Agreement.

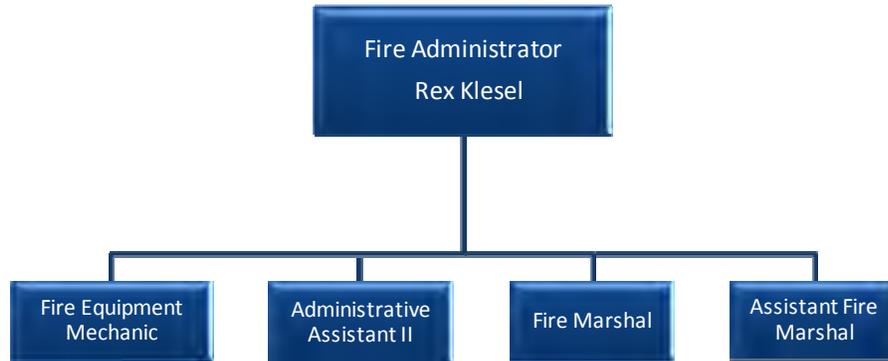


111 - General Fund/Police Department

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
3501-00-1001	Salaries	3,024,096	3,315,791	3,285,608	3,371,809
3501-00-1005	Overtime	356,584	152,420	170,701	152,420
3501-00-1006	Longevity	53,418	58,532	55,000	62,561
3501-00-1009	TMRS	393,796	447,677	419,799	500,766
3501-00-1011	Social Security	263,623	279,798	264,139	286,741
3501-00-1014	Clothing Allowance	8,400	9,200	9,000	9,600
3501-00-1016	Certification & Education Pay	31,860	35,000	32,800	40,760
3501-00-1017	Equipment Allowance	87,061	86,544	86,544	102,264
	<b>Total Personnel</b>	<b>4,218,839</b>	<b>4,384,962</b>	<b>4,323,591</b>	<b>4,526,921</b>
<b>Supplies</b>					
3501-00-2100	General Office Supplies	7,247	11,000	8,379	9,300
3501-00-2125	Miscellaneous Supplies	30,836	20,673	16,073	23,800
3501-00-2150	Computer Replacement & Supply	13,837	23,180	14,987	24,180
3501-00-2175	Janitorial Supplies	8,943	7,515	6,000	4,000
3501-00-2200	Foods	5,110	6,500	5,200	5,500
3501-00-2225	Medical Supplies	0	500	250	500
3501-00-2250	Uniform & Apparel	22,016	18,911	17,946	17,946
3501-00-2300	Vehicle & Equipment	130,882	1,000	1,000	1,000
3501-00-2301	Motor Vehicle Fuel	0	77,719	95,848	100,642
3501-00-2325	Ammunition	5,621	13,148	10,000	18,000
3501-00-2350	Safety Equipment	21,359	11,954	5,000	6,250
	<b>Total Supplies</b>	<b>245,851</b>	<b>192,100</b>	<b>180,683</b>	<b>211,118</b>
<b>Contractual Services</b>					
3501-00-3100	Contract Services	5,550	22,000	20,000	6,000
3501-00-3170	Professional Development	29,848	27,602	25,200	30,370
3501-00-3175	Emergency MGMT Training	6,674	7,000	7,000	6,000
3501-00-3176	Emergency MGMT CTY	0	0	0	16,000
3501-00-3180	Dues & Memberships	2,417	3,425	3,425	3,425
3501-00-3190	Communications	71,280	66,643	63,400	51,595
3501-00-3200	Utilities	115,460	119,076	108,544	119,000
3501-00-3210	Postage & Freight	2,764	1,600	1,659	1,600
3501-00-3220	Printing Services	4,026	5,558	4,470	5,550
3501-00-3250	General Insurance	25,343	25,192	25,192	24,003
3501-00-3260	Machinery & Equipment Maint	7,338	6,100	2,100	34,100
3501-00-3270	Buildings/Grounds Maint	60,430	156,026	97,448	15,000
3501-00-3290	Technology Services	3,300	43,488	35,000	53,777
3501-00-3300	Special Investigations	1,428	7,000	7,000	7,000
3501-00-3305	Special Programs	14,673	22,196	17,500	21,000
3501-00-3310	Wrecker Fees	85	500	500	500
3501-00-3330	Animal Control	34,908	30,925	28,000	34,025
3501-00-3510	Vehicle Repairs	31,658	27,819	19,650	28,960
3501-00-3540	Vehicle Maintenance Fees	110,250	99,508	99,508	128,630
3501-00-3550	Vehicle Replacement Accruals	118,390	177,348	177,348	112,835
	<b>Total Services</b>	<b>645,819</b>	<b>849,005</b>	<b>742,944</b>	<b>699,370</b>
<b>Capital Outlay</b>					
3501-00-4100	Building & Property	47,239	10,000	10,000	0
3501-00-4150	Machinery & Equipment	206,840	128,239	128,239	0
3501-00-4200	Computer Systems	(10,000)	39,279	39,279	0
	<b>Total Capital Outlay</b>	<b>244,079</b>	<b>177,518</b>	<b>177,518</b>	<b>0</b>
	<b>Police Department</b>	<b>5,354,588</b>	<b>5,603,583</b>	<b>5,424,736</b>	<b>5,437,409</b>



## *Fire Department Organizational Chart*





## *Fire Department*

The function of the **Fire Department**, originally formed in 1893, is to protect life, property and to respond to other emergencies that might arise in the community through public education, management, and incident response while also participating in most local service projects. This department is made up of one full time administrator and three support staff, a department secretary, a fire equipment mechanic, a fire marshal and 70 volunteer (being partially city and partially county residents). The Fire Department protects 100 square miles throughout the Alvin area including portions of Brazoria County. Financial support is provided by the City of Alvin, Brazoria County and through private donations. The Fire Department strives to meet the needs of our community with the dedication and skill of our people.

The Fire Department is located at 302 West House Street, Alvin, Texas 77511 and can be contacted at (281) 331-7688.

<u>Goals</u>	<u>Target Completion Date</u>	<u>Percent Complete</u>
<b>Consider Ordinance to Limit Commercial False Alarms</b>		
• Research Ordinance to Limit False Alarms	10/1/2009	100%
• Recommend Ordinance to City Council	3/1/2010	0%
<b>Renegotiate Contract with Hillcrest Village for Fire &amp; EMS Protection</b>		
• Meet with Hillcrest Village City Council	3/1/2009	100%
• Contract with Hillcrest Village	11/1/2009	90%
<b>Update Flammable and Combustible Liquids Ordinance</b>		
• Research Updating Ordinance	5/1/2010	0%
• Recommend Updating Ordinance to City Council	6/1/2010	0%
<b>Apply for ARRA Grant - American Recovery Reinvestment Act</b>		
• Renovate Station #2 with Grant, if awarded	7/1/2009	100%
<b>Apply for SAFER Grant - Fire &amp; Emergency Response Grant</b>		
• Implement Program, if awarded	8/1/2009	100%
<b>Apply for AFG - Assistance to Firefighter Grant</b>		
• Upgrade to Cascade System, if awarded	2/1/2009	100%
<b>Apply for FPSG - Fire Prevention Safety Grant</b>		
• Purchase Fire Prevention & Safety/Command Trailer, if awarded	11/1/2009	0%
<b>Enforcement of Automotive Sales &amp; Service Facilities</b>		
• Inspect all Automotive Sales & Service Facilities	11/1/2009	0%
• Research Ordinance to Improve Enforcement	12/1/2009	0%
• Recommend Ordinance to City Council	1/1/2010	0%
• Re-Inspect all Automotive Sales & Service Facilities	3/1/2010	0%
<b>Replace Rescue Truck</b>		
• Research Replacement of Rescue Truck	1/1/2010	0%



## Fire Department

CATEGORY		AMENDED	
		BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 274,134	\$ 277,435
2000	Materials and Supplies	96,836	95,185
3000	Contractual Services	354,303	357,760
4000	Capital Outlay	340,448	18,685
<b>Total</b>		<b>\$1,065,721</b>	<b>\$749,065</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Fire Department Administrator	V	1	1
Fire Equipment Mechanic	8	1	1
Fire Marshal	12	1	1
Assistant Fire Marshal	9	1	1
* Department Secretary	6	1	0
Administrative Assistant II	7	0	1
Total		5	5

\* Department Secretary position was reclassified to an Administrative Assistance II (NE PG7)

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 825,055	\$ 1,065,721	\$ 1,020,753	\$ 749,065
% of City's Operating Total	3.75%	4.13%	3.95%	2.89%
Full Time Staff	4	4	4	5

### Financial Highlights

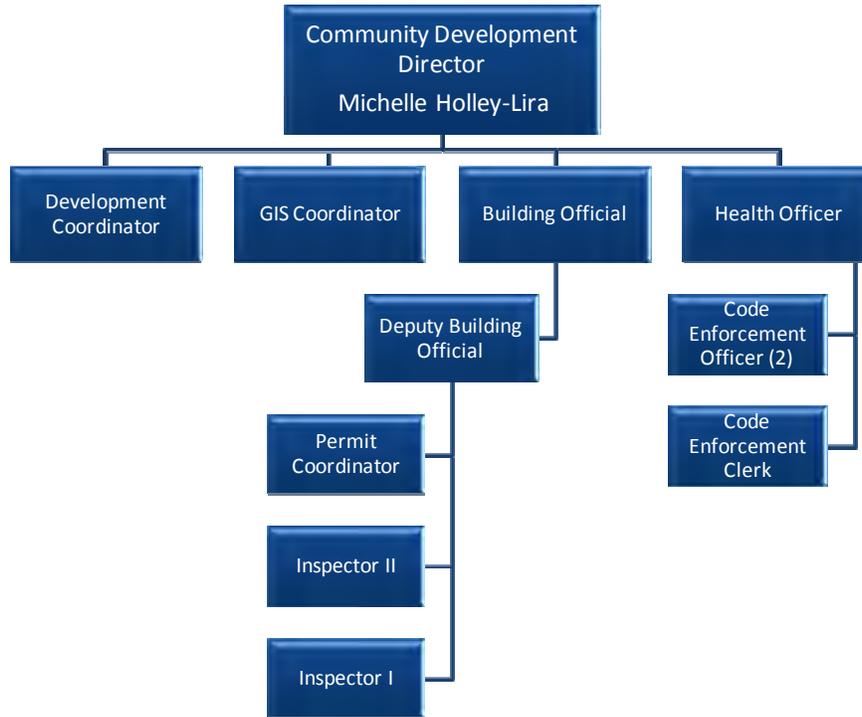
FY 2009/2010 budget reflects a significant decrease. This is due to capital outlay being significantly lower than prior year.



**111 - General Fund/Fire Department**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
3502-00-1001	Salaries	183,375	215,053	209,207	215,072
3502-00-1005	Overtime	9,969	5,000	5,141	5,000
3502-00-1006	Longevity	4,618	5,444	4,869	5,914
3502-00-1009	TMRS	21,972	27,855	26,575	30,630
3502-00-1010	Monthly Stipend	1,200	1,200	16,743	1,200
3502-00-1011	Social Security	14,692	17,501	2,080	17,539
3502-00-1017	Equipment Allowance	1,048	2,080	1,200	2,080
	<b>Total Personnel</b>	<b>236,873</b>	<b>274,133</b>	<b>265,815</b>	<b>277,435</b>
<b>Supplies</b>					
3502-00-2100	General Office Supplies	2,818	4,992	4,500	5,000
3502-00-2125	Miscellaneous Supplies	10,342	6,774	6,100	10,332
3502-00-2175	Janitorial Supplies	1,364	1,400	1,400	1,400
3502-00-2225	Medical Supplies	778	600	600	600
3502-00-2250	Uniform & Apparel	26,274	35,207	31,000	30,000
3502-00-2275	Program Supplies	11,008	11,456	10,850	7,500
3502-00-2300	Vehicle & Equipment Supplies	12,176	20,963	18,650	19,833
3502-00-2301	Motor Vehicle Fuel	23,239	15,444	19,542	20,520
	<b>Total Supplies</b>	<b>87,998</b>	<b>96,836</b>	<b>92,642</b>	<b>95,185</b>
<b>Contractual Services</b>					
3502-00-3100	Contract Services	25,653	7,000	6,000	6,500
3502-00-3120	Legal Services	179	200	179	200
3502-00-3160	Medical Services -Pre Emp.	477	4,000	1,500	2,500
3502-00-3170	Professional Development	23,171	34,922	34,000	29,627
3502-00-3180	Dues & Memberships	2,350	3,000	3,018	3,200
3502-00-3190	Communications	12,112	16,230	20,900	25,065
3502-00-3200	Utilities	27,411	32,801	30,897	34,550
3502-00-3210	Postage & Freight	152	1,150	500	1,150
3502-00-3220	Printing Services	364	600	400	600
3502-00-3250	General Insurance	22,131	22,348	23,846	25,955
3502-00-3260	Machinery & Equipment Maint	27,200	17,980	15,831	34,646
3502-00-3270	Building/Grounds Maint	19,953	18,616	14,746	11,770
3502-00-3310	Wrecker Fees	0	575	150	575
3502-00-3340	Pension Contribution	87,670	104,400	83,000	109,600
3502-00-3430	Miscellaneous Services	34	400	400	400
3502-00-3510	Vehicle Repairs	30,293	32,088	28,488	20,000
3502-00-3540	Vehicle Maintenance Fees	28,350	28,633	28,633	33,727
3502-00-3550	Vehicle Replacement Accruals	29,332	29,360	29,360	17,695
	<b>Total Services</b>	<b>336,832</b>	<b>354,303</b>	<b>321,848</b>	<b>357,760</b>
<b>Capital Outlay</b>					
3502-00-4150	Machinery & Equipment	163,351	340,448	340,448	0
3502-00-4200	Computer Systems	0	0	0	18,685
	<b>Total</b>	<b>163,351</b>	<b>340,448</b>	<b>340,448</b>	<b>18,685</b>
	<b>Fire Department</b>	<b>\$ 825,055</b>	<b>\$ 1,065,720</b>	<b>\$ 1,020,753</b>	<b>\$ 749,065</b>

## Community Development Department Organizational Chart





## ***Community Development Department***

The Community Development Department administers the Planning/Development, Inspections/Permitting, and Code Enforcement Programs and together we will continue to meet with the community for suggestions on new innovative ideas to further enhance the city financially and visually, thereby, creating a beautiful and prosperous community as a whole.

The Primary goal for the Community Development Department is to provide the highest level of service to our citizens while insuring their health, safety and general welfare in such a manner so as to create for them the highest standard of living that is possible in our community.

The Community Development Department is located at 1100 West Highway 6, Alvin, Texas and can be contacted at (281) 388-4210.

### **FY 2009/2010 Goals:**

- Update the Impact Fee Improvement Plan and evaluate the current Impact Fee Schedule.
- Update the Apartment Ordinance to include a section for Senior (55+) Apartment Projects.
- Continue to improve and make Code Enforcement activities more efficient.
- Use the new code software to set up a Citizen Action Center on the City's Website so citizens can report code enforcement issues online with updates on the status of their complaint emailed directly to them.
- Revise the Corridor Overlay Ordinance to make it easier to understand and implement.
- Bid and Construct the railroad "Quiet Zones" at the crossings at Tovrea Road, Second Street, and Gordon Street.
- Continue with the Manufactured Home Park yearly inspection program.
- Increase the speed and usability of the GIS by upgrading the system with GIS Server Software.



## Community Development Department

Programs	Amended Budget 2008/2009	Budget 2009/10
Community Development	300,988	209,040
Inspections	\$ 326,982	\$ 292,273
Code Enforcement	221,353	199,742
<b>Totals</b>	<b>\$ 849,323</b>	<b>\$ 701,055</b>

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 703,090	\$ 849,323	\$ 746,007	\$ 701,055
% of City's Operating Total	3.20%	3.29%	2.89%	2.70%
Full Time Staff	12	13	13	12

### Financial Highlights

FY 2009/2010 budget reflects significant decreases in the Community Development programs. In the Community Development program, the Flood Plain /Storm Water Manager position has been eliminated from the budget. A full time Inspector I position in the Inspection program remains on the pay plan but was not funded this year. In the Code Enforcement program, the mowing expense account has been decreased (offset by mowing revenue) and no capital outlay was included this year. In addition, supplies and contractual services have been reduced.



## Community Development Program

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 246,798	\$ 191,811
2000	Materials and Supplies	13,699	8,212
3000	Contractual Services	59,312	42,787
4000	Capital Outlay	10,750	0
8000	Reimbursements	(29,571)	(33,770)
<b>Total</b>		<b>\$ 300,988</b>	<b>\$ 209,040</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Community Development Director	V	1	1
Development Coordinator	9	1	1
* Flood Plain/Storm Water Manager	11	1	0
GIS Coordinator	12	1	1
<b>Total</b>		<b>4</b>	<b>3</b>

*\*The Flood Plain/Storm Water Manager position has been eliminated from the budget.*



**111 - General Fund/Community Development Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
5001-00-1001	Salaries	198,949	194,152	194,838	149,531
5001-00-1005	Overtime	650	3,000	600	2,000
5001-00-1006	Longevity	4,187	4,646	4,617	2,721
5001-00-1009	TMRS	22,921	25,205	24,484	21,287
5001-00-1011	Social Security	15,328	15,675	14,770	12,192
5001-00-1017	Equipment Allowance	454	520	430	480
5001-00-1018	Auto Allowance	3,766	3,600	3,600	3,600
	<b>Total Personnel</b>	<b>246,255</b>	<b>246,798</b>	<b>243,339</b>	<b>191,811</b>
<b>Supplies</b>					
5001-00-2100	General Office Supplies	11,013	8,200	2,350	4,050
5001-00-2125	Miscellaneous Supplies	220	3,600	450	2,200
5001-00-2200	Foods	0	800	200	482
5001-00-2225	Medical Supplies	0	60	60	60
5001-00-2250	Uniform & Apparel	0	200	0	100
5001-00-2301	Motor Vehicle Fuel	1,130	839	1,256	1,320
	<b>Total Supplies</b>	<b>12,363</b>	<b>13,699</b>	<b>4,316</b>	<b>8,212</b>
<b>Contractual Services</b>					
5001-00-3100	Contract Services	0	10,000	5,000	7,000
5001-00-3170	Professional Development	2,239	2,800	2,500	2,590
5001-00-3180	Dues & Memberships	348	850	650	750
5001-00-3190	Communications	4,844	5,754	5,338	5,111
5001-00-3210	Postage & Freight	78	600	300	400
5001-00-3220	Printing Services	56	200	200	200
5001-00-3260	Machinery & Equipment Maint	5,315	5,800	4,400	5,500
5001-00-3290	Technology Services	18,037	25,495	23,500	16,500
5001-00-3540	Vehicle Maintenance Fees	3,150	2,863	2,863	3,066
5001-00-3550	Vehicle Replacement Accruals	2,642	4,950	4,950	1,670
	<b>Total Services</b>	<b>36,709</b>	<b>59,312</b>	<b>49,701</b>	<b>42,787</b>
<b>Capital Outlay</b>					
5001-00-4100	Building & Property	0	6,750	0	0
5001-00-4150	Machinery & Equipment	0	4,000	4,000	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>10,750</b>	<b>4,000</b>	<b>0</b>
<b>Reimbursements</b>					
5001-00-8211	Reimb from Sales Tax Fund	(16990.68)	(18,087)	(19,279)	(20,161)
5001-00-8215	Reimb from Cemetery Fund	(3891.54)	(4,568)	(3,809)	(3,850)
5001-00-8216	Reimb from Utility Fund	(7793.97)	(6,916)	(11,726)	(9,759)
	<b>Total Reimbursements</b>	<b>(28,676)</b>	<b>(29,571)</b>	<b>(34,814)</b>	<b>(33,770)</b>
	<b>Community Development</b>	<b>\$ 266,651</b>	<b>\$ 300,988</b>	<b>\$ 266,542</b>	<b>\$ 209,040</b>



## Inspection Program

CATEGORY	AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000 Personnel Services	\$ 259,569	\$ 229,739
2000 Materials and Supplies	14,952	12,912
3000 Contractual Services	52,461	49,622
<b>Total</b>	<b>\$ 326,982</b>	<b>\$ 292,274</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Building Official	III	1	1
Deputy Building Official	I	1	1
Inspector II	11	1	1
* Inspector I	7	1	0
Permit Coordinator	7	1	1
<b>Total</b>		<b>5</b>	<b>4</b>

*\*The Inspector I position remains on the Non-Exempt pay plan but is not funded this fiscal year*



**111 - General Fund/Inspection Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
5001-11-1001	Salaries	175,672	205,029	178,250	179,681
5001-11-1005	Overtime	2,403	5,000	4,000	3,000
5001-11-1006	Longevity	6,076	6,412	6,337	6,797
5001-11-1009	TMRS	20,390	26,492	22,315	25,582
5001-11-1011	Social Security	13,792	16,636	13,763	14,679
	<b>Total Personnel</b>	<b>218,333</b>	<b>259,569</b>	<b>224,665</b>	<b>229,739</b>
<b>Supplies</b>					
5001-11-2100	General Office Supplies	1,651	5,450	1,700	4,750
5001-11-2125	Miscellaneous Supplies	2,357	3,750	1,500	2,750
5001-11-2150	Computer Replacement & Supply	7,407	500	500	500
5001-11-2250	Uniform & Apparel	0	400	150	400
5001-11-2301	Motor Vehicle Fuel	7,471	4,852	4,297	4,512
	<b>Total Supplies</b>	<b>18,887</b>	<b>14,952</b>	<b>8,147</b>	<b>12,912</b>
<b>Contractual Services</b>					
5001-11-3100	Contract Services	1,080	11,500	5,000	9,225
5001-11-3170	Professional Development	2,845	4,800	2,000	4,170
5001-11-3180	Dues & Memberships	926	1,400	1,000	1,200
5001-11-3190	Communications	4,860	6,080	4,382	5,449
5001-11-3210	Postage & Freight	118	500	200	500
5001-11-3220	Printing Services	311	1,100	700	1,100
5001-11-3260	Machinery & Equipment Maint	0	300	150	300
5001-11-3280	Demolition	912	15,000	15,000	15,000
5001-11-3540	Vehicle Maintenance Fees	9,450	8,590	8,590	9,198
5001-11-3550	Vehicle Replacement Accruals	4,393	3,191	3,191	3,480
	<b>Total Services</b>	<b>24,895</b>	<b>52,461</b>	<b>40,213</b>	<b>49,622</b>
	<b>Inspections</b>	<b>\$ 262,115</b>	<b>\$ 326,982</b>	<b>\$ 273,025</b>	<b>\$ 292,273</b>



## Code Enforcement Program

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 158,732	\$ 160,715
2000	Materials and Supplies	6,865	7,670
3000	Contractual Services	41,756	31,357
4000	Capital Outlay	14,000	0
<b>Total</b>		<b>\$ 221,353</b>	<b>\$ 199,742</b>

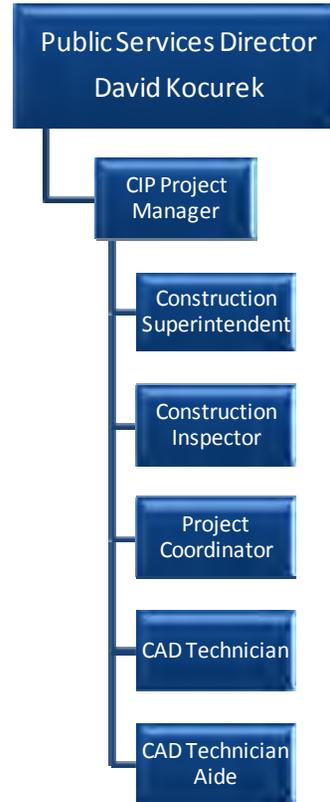
Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Health Officer	11	1	1
Code Enforcement Officer	8	2	2
Code Enforcement Clerk	5	1	1
<b>Total</b>		<b>4</b>	<b>4</b>



**111 - General Fund/Code Enforcement Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
5001-12-1001	Salaries	120,762	125,685	124,756	125,715
5001-12-1005	Overtime	659	3,000	1,000	3,000
5001-12-1006	Longevity	1,124	1,552	1,466	1,936
5001-12-1009	TMRS	13,792	16,206	15,463	17,744
5001-12-1011	Social Security	9,373	10,129	9,565	10,160
5001-12-1017	Equipment Allowance	2,178	2,160	2,160	2,160
	<b>Total Personnel</b>	<b>147,889</b>	<b>158,732</b>	<b>154,410</b>	<b>160,715</b>
<b>Supplies</b>					
5001-12-2100	General Office Supplies	2,223	1,500	1,100	1,750
5001-12-2125	Miscellaneous Supplies	189	300	100	1,100
5001-12-2150	Computer Replacement & Supply	0	1,500	0	0
5001-12-2250	Uniform & Apparel	1,020	1,500	950	2,500
5001-12-2301	Motor Vehicle Fuel	3,219	2,065	2,210	2,320
	<b>Total Supplies</b>	<b>6,652</b>	<b>6,865</b>	<b>4,360</b>	<b>7,670</b>
<b>Contractual Services</b>					
5001-12-3100	Contract Services	10,130	19,750	15,000	8,500
5001-12-3170	Professional Development	981	3,000	1,700	1,600
5001-12-3190	Communications	2,710	5,478	3,073	2,968
5001-12-3210	Postage & Freight	5,739	4,000	4,000	4,000
5001-12-3220	Printing Services	223	385	250	535
5001-12-3260	Machinery & Equipment Maint	0	165	0	435
5001-12-3510	Vehicle Repairs	0	270	270	0
5001-12-3540	Vehicle Maintenance Fees	0	6,300	6,300	9,198
5001-12-3550	Vehicle Replacement	0	2,408	2,408	4,120
	<b>Total Services</b>	<b>19,783</b>	<b>41,756</b>	<b>33,001</b>	<b>31,357</b>
<b>Capital Outlay</b>					
5001-12-4250	Motor Vehicles	0	14,000	14,669	0
	<b>Total Outlay</b>	<b>0</b>	<b>14,000</b>	<b>14,669</b>	<b>0</b>
	<b>Code Enforcement</b>	<b>\$ 174,324</b>	<b>\$ 221,353</b>	<b>\$ 206,440</b>	<b>\$ 199,742</b>

## *Public Services– Project Coordination Program Organizational Chart*





## ***Public Service– Project Coordination Program***

The Project Coordination Program provides engineering planning, in-house engineering design of small projects, and construction administration of both Alvin capital projects and subdivision infrastructure construction projects. Projects worked on include construction of new sanitary sewers, potable water lines, storm sewers, sidewalks, sewage lift stations, elevated water storage towers, and paving projects. The department maintains a construction schedule that monitors construction progress and project finances for all capital projects awarded by the competitive bid process.

The Project Coordination Program through an engineering review process ensures that subdivision plats and construction plans are in conformance with Alvin's applicable ordinances and approved construction details and standards.

The Project Coordination Program is located at 1100 West Highway 6, Alvin, Texas 77511 and can be contacted at (281) 388-4325.

### **Accomplishments for FY 2008-2009**

2009 Pavement Marking – (Survey & Bid Package)

Downtown Sidewalk – (Survey & Design & Bid Package & Inspection)

2009 Asphalt Milling Project – (Survey & Design & Bid Package)

Bob Briscoe Park Concession Building – (Bid Package)

Bob Briscoe Park Soccer Field Irrigation – (Inspection)

Waste Water Treatment Plant Optimization Improvements – (Project Representative)

Lang Street Waterline – (Survey & Bid Package & Inspection)

Small Diameter Waterline Replacement (Monroe/Robinson/Jack St.) – (Survey & Design)

One Oak Landing Subdivision – (Inspection)

Barrel Road Utility Extension - (Inspection)

Southbend Drainage (Ditch Improvements) – (Survey & Design)

National Oak Park Lighting & Trail – (Bid Package)

Right of Way Permitting

Sanitary Sewer Rehabilitation – Phase 4 – (Project Representative – TWDB)

TXDOT Bridge Replacement Program – (Project Representative)

2009 Slurry Seal Project – (Survey & Bid Package)

ACHE Building Parking Lot – (Survey & Design)

Driveway Inspection

Sidewalk Inspection

South Street Storm Water Junction Box – (Survey & Design & Bid Package & Inspection)

Standby Generator Addition City Hall – (Bid Package)

Governor's Award Enhancement Project – (Bid Package)

Generator Power Modifications – Justice Center – (Bid Package)



## Public Service– Project Coordination Program

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 223,824	\$ 226,696
2000	Materials and Supplies	10,131	7,277
3000	Contractual Services	51,713	31,224
8000	Reimbursements	(195,418)	(196,641)
<b>Total</b>		<b>\$ 90,250</b>	<b>\$ 68,556</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Project Manager	II	1	1
* Project Coordinator	7	0	0
Construction Superintendent	14	1	1
Construction Inspector	12	1	1
CAD Technician	9	1	1
* CAD Technician Aide	7	0	0
<b>Total</b>		<b>4</b>	<b>4</b>

*\*The Project Coordinator and the CAD Technician Aide positions remain on the Non-Exempt pay plan but are not funded this fiscal year*

### Financial Highlights

FY 2009/2010 budget reflects a decrease in supplies and consultant services. The Project Coordinator position and the CAD Technician Aide are reflected on the current pay plan but remain unfunded this fiscal year.

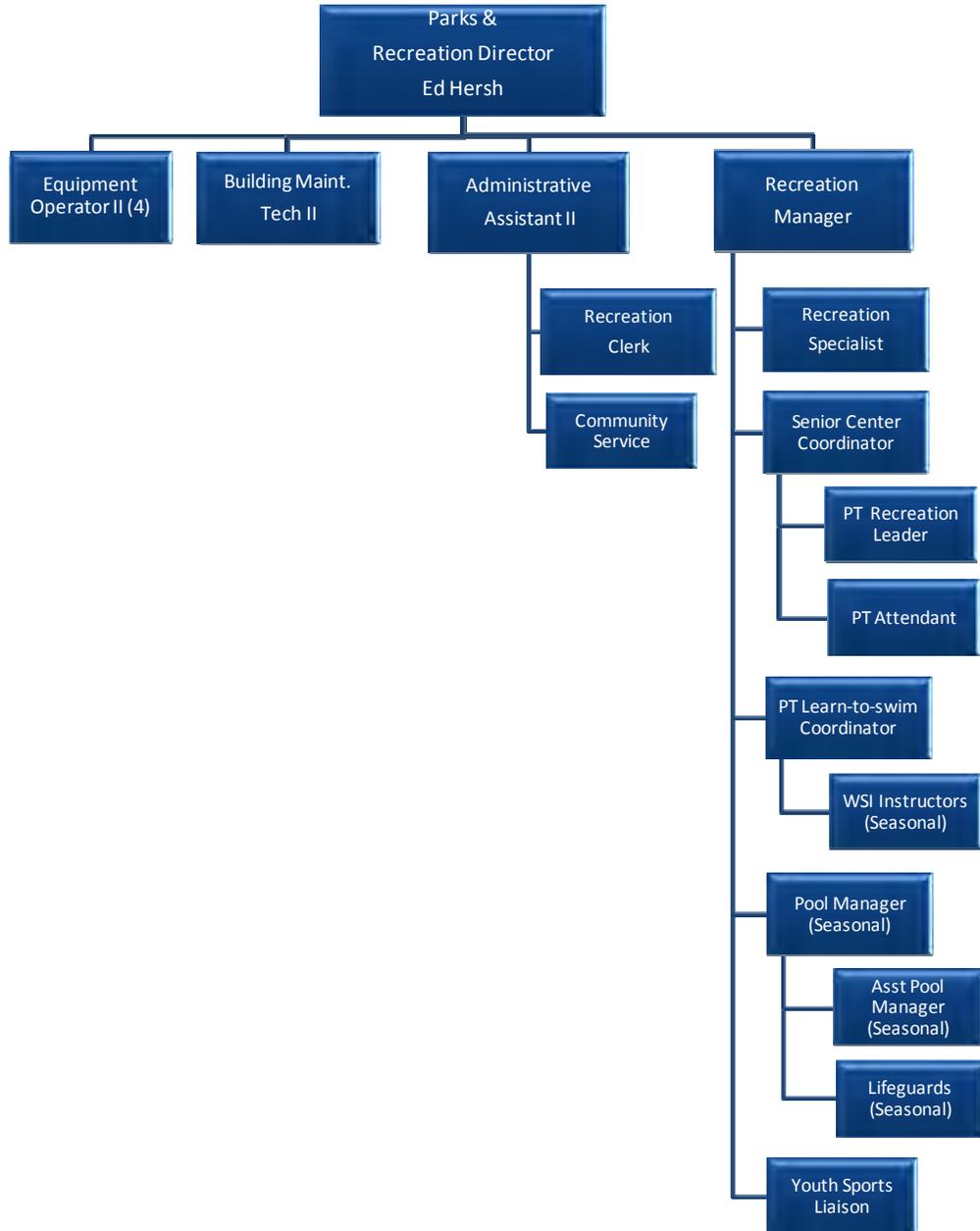


**111 - General Fund/Project Coordination Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
5502-00-1001	Salaries	185,564	176,644	175,643	179,977
5502-00-1005	Overtime	9,112	7,000	1,000	4,000
5502-00-1006	Longevity	4,372	3,048	3,043	3,360
5502-00-1009	TMRS	21,954	22,850	21,604	25,028
5502-00-1011	Social Security	14,493	14,282	13,076	14,331
	<b>Total Personnel</b>	<b>235,495</b>	<b>223,824</b>	<b>214,366</b>	<b>226,696</b>
<b>Supplies</b>					
5502-00-2100	General Office Supplies	1,411	2,500	2,300	2,300
5502-00-2125	Miscellaneous Supplies	1,012	4,500	1,250	2,000
5502-00-2250	Uniform & Apparel	0	350	0	200
5502-00-2301	Motor Vehicle Fuel	5,723	2,781	2,644	2,777
	<b>Total Supplies</b>	<b>8,147</b>	<b>10,131</b>	<b>6,194</b>	<b>7,277</b>
<b>Contractual Services</b>					
5502-00-3100	Contract Services	12,148	17,815	7,000	2,000
5502-00-3170	Professional Development	886	2,500	1,200	1,500
5502-00-3180	Dues & Memberships	172	500	250	0
5502-00-3190	Communications	3,748	3,900	3,338	3,559
5502-00-3210	Postage & Freight	303	500	200	500
5502-00-3220	Printing Services	25	200	50	200
5502-00-3260	Machinery & Equipment Maint	0	4,100	3,600	4,340
5502-00-3290	Technology Services	1,927	5,000	3,000	1,500
5502-00-3540	Vehicle Maintenance Fees	12,600	11,453	11,453	12,264
5502-00-3550	Vehicle Replacement Accruals	3,980	5,745	5,745	5,360
	<b>Total Services</b>	<b>35,788</b>	<b>51,713</b>	<b>35,836</b>	<b>31,223</b>
<b>Capital Outlay</b>					
5502-00-4250	Motor Vehicles	15,147	0	0	0
	<b>Total Capital Outlay</b>	<b>15,147</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Reimbursements</b>					
5502-00-8211	Reimb from Sales Tax Fund	(176,453)	(150,668)	(162,396)	(165,593)
5502-00-8215	Reimb from Cemetery Fund	(524)	(622)	(78)	(301)
5502-00-8216	Reimb from Utility Fund	(32,258)	(44,128)	(29,237)	(30,747)
	<b>Total Reimbursements</b>	<b>(209,236)</b>	<b>(195,418)</b>	<b>(191,711)</b>	<b>(196,641)</b>
	<b>Project Coordination</b>	<b>\$ 85,341</b>	<b>\$ 90,250</b>	<b>\$ 64,685</b>	<b>\$ 68,556</b>



## Parks & Recreation Department Organizational Chart





## Parks & Recreation Department

Programs	Amended Budget 2008/09	Budget 2009/10
Administration	\$ 943,544	\$ 924,437
Facility	88,120	72,556
Senior Center	173,408	97,532
Hike & Bike	1,000	0
Museum	24,245	23,719
Depot	50,270	0
<b>Totals</b>	<b>\$ 1,280,587</b>	<b>\$ 1,118,244</b>

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 1,106,000	\$ 1,280,587	\$ 1,163,069	\$ 1,118,244
% of City's Operating Total	5.03%	4.96%	4.50%	4.31%
Full Time Staff	11	11	11	10

### Financial Highlights

FY 2009/2010 budget reflects a significant decrease due to several factors. In the Parks Administration program, the Parks Operations Manager position has been eliminated. In the Senior Center Program, salaries for the Recreation Manager and Recreation Specialist are being split between Administration and the Senior Center, reducing the Senior Center budget.



## Parks Administration Program

Parks Administration is a combination of three programs; administration, maintenance and recreation.

The mission of the Alvin Parks Administration Department is to provide quality parks and leisure opportunities to all Alvin citizens with a vision to meet the needs of the future citizens.

### OBJECTIVES

- To provide administrative assistance to other City Departments when needed and contribute to the team effort of the organization.
- To respond to requests made by the public in a timely manner.
- To work with and provide support to local civic and athletic groups ensuring program availability, and also act as the “point of contact” for numerous varied activities, festivals and parades. Some of the special community annual events are Crawfest and Frontier Day.
- To provide support to the Parks Board, Senior Citizens Board and Museum Board.
- To provide available work area and appropriate activities for community service workers.
- To promote and/or provide volunteer projects for today’s youth, such as scouts, AISD students or organized civic groups.

### PERMORMANCE INDICATORS

	<b><u>Budgeted 2008-2009</u></b>	<b><u>Projected 2008-2009</u></b>	<b><u>Budgeted 2009-2010</u></b>
<i>Community Service Hours</i>	15,250	15,000	15000
<i>Special Community Events</i>	6	6	6
<i>Number of Grants Received</i>	0	0	1
<i>Number of Awards Received</i>	1	0	0



## ***Parks Administration Program (Maintenance)***

The Parks Maintenance Program is committed to providing attractive City parks and athletic fields for use of the Alvin community through routine maintenance.

### **OBJECTIVES**

- Provide the public with quality recreational and picnic facilities in the Alvin community.
- To provide regular mowing/trimming and maintenance of city owned parks and athletic fields so as to improve the appearance thereof.
- To provide quality contractual maintenance for 31 city owned property locations.
- To provide management/supervision and available work locations for community service workers.
- To provide in-house fertilization, insecticide and herbicide treatments to city grounds as needed to maintain a crisp and attractive appearance.

### **PERFORMANCE INDICATORS**

	<b><u>Budgeted 2008-2009</u></b>	<b><u>Projected 2008-2009</u></b>	<b><u>Budgeted 2009-2010</u></b>
<i>Playground Equipment Installed</i>	1	0	1
<i>New Pavilion</i>	0	0	0
<i>Trees Planted at National Oak Park</i>	10	3	10
<i>Trees Planted at Briscoe Park</i>	10	0	10
<i>Athletic Field Remote Systems</i>	1	1	1
<i>Installed Flagpoles</i>	1	1	1
<i>Installed Hike and Bike Trail Signs</i>	0	0	0
<i>Number of National Oak buildings re-roofed</i>	1	0	0
<i>Flowers Planted</i>	12,000	12,000	12,000
<i>Shrubs Planted</i>	0	30	0
<i>Number of times Parks' Crews Mowed</i>	32	50	54
<i>Contracted Maintenance Cycle</i>	30	30	30



## ***Parks Administration Program (Recreation)***

The Recreation program provides support and activities for all age groups including civic and athletic groups, offering summer activities and special events year-round.

### **OBJECTIVES**

- Provide the atmosphere of cooperation between providers of recreational activities throughout the community.
- Provide diverse year-round and summer programming for all members of the community.
- Provide efficient and equitable allocation of resources.
- Provide a high level of summer program instruction by hiring qualified personnel.
- Provide quality annual special events for the Alvin area citizens. Current annual events include Fish Fest, Trick or Treat Trail, Daddy Daughter Dance, Mother Daughter Sleepover, Santa Claus Mailbox, Easter Eggstravaganza, July 4<sup>th</sup> Fireworks, Christmas Lighting Ceremony, Father Son Campout, Splashmania, BBQ Cook-Off and Bark in the Park.

### **PERFORMANCE INDICATORS**

	<b><u>Budgeted 2008-2009</u></b>	<b><u>Projected 2008-2009</u></b>	<b><u>Budgeted 2009-2010</u></b>
<i>Number of Special Events</i>	13	14	13
<i>Softball Fields in Use</i>	8	8	8
<i>Baseball Field in Use</i>	9	9	9
<i>Number of Year-Round Aquatic Programs</i>	2	2	2
<i>Number of Learn-to-Swim Classes</i>	62	72	72



## Parks Administration Program

CATEGORY	AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000 Personnel Services	\$ 421,642	\$ 450,618
2000 Materials and Supplies	115,352	106,646
3000 Contractual Services	403,906	367,173
4000 Capital Outlay	2,645	0
<b>Total</b>	<b>\$ 943,544</b>	<b>\$ 924,437</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Director of Parks & Recreation	V	1	1
* Parks Operations Manager	I	1	0
** Recreation Manager	I	0	1
** Recreation Specialist	7	0	1
*** Department Secretary	6	1	0
Administrative Assistant II	7	0	1
Recreation Clerk	5	1	1
Equipment Operator II	8	4	4
<b>Total</b>		<b>8</b>	<b>9</b>

\* The Parks Operations Manager position was eliminated this fiscal year.

\*\* In FY 08/09, the following positions were budgeted under the Senior Program. These positions have been re-titled and transferred to the Administration program and are budgeted as follows:

- Recreation Manager (previously titled Senior Center Coordinator/Recreation Manager)  
80% charged to the Administration Program and 20% to the Senior Program
- Recreation Specialist (previously titled Assistant Senior Citizen Center Coordinator)  
70% charged to the Administration Program and 30% to the Senior Program

\*\*\* The Department Secretary position was reclassified to an Administrative Assistant II (NE PG7)



111 - General Fund/Parks Administration Program

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
7001-00-1001	Salaries	267,070	267,548	261,758	287,238
7001-00-1005	Overtime	18,103	15,064	15,064	18,333
7001-00-1006	Longevity	2,156	918	837	1,754
7001-00-1007	Extra Help	46,819	69,000	48,800	69,362
7001-00-1009	TMRS	31,749	37,066	33,035	41,539
7001-00-1011	Social Security	24,993	28,446	23,450	28,792
7001-00-1018	Auto Allowance	3,628	3,600	3,600	3,600
	<b>Total Personnel</b>	<b>394,518</b>	<b>421,642</b>	<b>386,544</b>	<b>450,618</b>
<b>Supplies</b>					
7001-00-2100	General Office Supplies	1,725	2,870	2,400	2,420
7001-00-2125	Miscellaneous Supplies	46,663	44,076	36,944	41,810
7001-00-2175	Janitorial Supplies	155	201	101	150
7001-00-2200	Foods	411	470	550	650
7001-00-2225	Medical Supplies	130	163	250	450
7001-00-2250	Uniform & Apparel	503	1,129	600	550
7001-00-2275	Program Supplies	20,578	15,003	14,249	16,197
7001-00-2301	Motor Vehicle Fuel	17,710	13,710	13,816	14,510
7001-00-2350	Safety Equipment	1,285	1,711	1,712	820
7001-00-2375	Street & Bridge Supplies	5	300	75	300
7001-00-2425	Chemicals & Insecticides	9,805	19,607	14,787	13,137
7001-00-2450	Botany Supplies	7,767	16,111	8,200	13,720
	<b>Total Supplies</b>	<b>106,737</b>	<b>115,352</b>	<b>93,684</b>	<b>104,714</b>
<b>Contractual Services</b>					
7001-00-3100	Contract Services	14,223	3,100	3,100	14,694
7001-00-3170	Professional Development	3,143	6,300	3,650	847
7001-00-3180	Dues & Memberships	1,732	1,689	1,650	1,619
7001-00-3190	Communications	7,813	10,280	8,990	8,228
7001-00-3200	Utilities	116,617	151,129	148,533	150,700
7001-00-3210	Postage & Freight	413	620	550	670
7001-00-3220	Printing Services	7,131	5,719	7,131	6,325
7001-00-3230	Advertising	1,406	3,550	3,109	3,109
7001-00-3260	Machinery & Equipment Maint	8,906	17,360	6,325	12,620
7001-00-3270	Buildings/Grounds Maint	71,455	126,044	107,420	84,780
7001-00-3320	Uniform Rental	1,847	1,918	1,799	1,918
7001-00-3540	Vehicle Maintenance Fees	61,200	59,040	59,040	63,220
7001-00-3550	Vehicle Replacement Accruals	14,428	17,155	17,155	20,375
	<b>Total Services</b>	<b>310,314</b>	<b>403,906</b>	<b>368,452</b>	<b>369,105</b>
<b>Capital Outlay</b>					
7001-00-4150	Machinery & Equipment	24,998	2,645	0	0
	<b>Total Capital Outlay</b>	<b>24,998</b>	<b>2,645</b>	<b>0</b>	<b>0</b>
	<b>Park Administration</b>	<b>\$ 836,566</b>	<b>\$ 943,544</b>	<b>\$ 848,680</b>	<b>\$ 924,437</b>



## *Facility Maintenance Program*

<b>CATEGORY</b>		<b>AMENDED BUDGET 2008/09</b>	<b>BUDGET 2009/2010</b>
1000	Personnel Services	60,176	49,064
2000	Materials and Supplies	13,970	12,925
3000	Contractual Services	13,050	4,000
4000	Capital Outlay	925	6,567
<b>Total</b>		<b>\$ 88,121</b>	<b>\$ 72,556</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
Building Maintenance Tech II	9	1	1
<b>Total</b>		<b>1</b>	<b>1</b>



**111 - General Fund/Facility Maintenance Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
7001-01-1001	Salaries	40,047	39,816	39,897	39,832
7001-01-1005	Overtime	5,904	11,701	10,000	0
7001-01-1006	Longevity	526	617	613	713
7001-01-1009	TMRS	5,288	4,949	5,764	5,417
7001-01-1011	Social Security	3,547	3,093	3,757	3,102
	<b>Total Personnel</b>	<b>55,313</b>	<b>60,176</b>	<b>60,031</b>	<b>49,064</b>
<b>Supplies</b>					
7001-01-2100	General Office Supplies	190	202	0	0
7001-01-2125	Miscellaneous Supplies	10,128	13,218	8,458	12,375
7001-01-2175	Janitorial Supplies	0	200	190	400
7001-01-2350	Safety Equipment	337	350	350	150
	<b>Total Supplies</b>	<b>10,655</b>	<b>13,970</b>	<b>8,998</b>	<b>12,925</b>
<b>Contractual Services</b>					
7001-01-3170	Professional Development	179	500	4,025	0
7001-01-3190	Communications	761	0	0	0
7001-01-3270	Building/Grounds Maint	9,615	12,200	10,900	4,000
7001-01-3320	Uniform Rental	310	350	325	0
	<b>Total Services</b>	<b>10,864</b>	<b>13,050</b>	<b>15,250</b>	<b>4,000</b>
<b>Capital Outlay</b>					
7001-01-4100	Building & Property	0	925	0	6,567
	<b>Total Capital Outlay</b>	<b>0</b>	<b>925</b>	<b>0</b>	<b>6,567</b>
	<b>Parks Maintenance</b>	<b>\$ 76,831</b>	<b>\$ 88,121</b>	<b>\$ 84,280</b>	<b>\$ 72,556</b>



## Senior Center Program

The mission of the Alvin Senior Center is to provide a public facility where senior citizens in the Alvin area can meet for social, recreational, educational, and fitness opportunities. In addition the Center is available for other community related activities and programs during designated hours that do not conflict with the scheduled senior citizen use.

### OBJECTIVES

- Provide city programming of recreational, educational and fitness opportunities for Alvin area senior citizens.
- Provide joint and cooperative City/Community programming for Alvin Area seniors and the general public.
- Provide scheduling that utilizes the Senior Center at optimum efficiency for year round senior programming, community programming, and private programming to generate revenue.

### PERFORMANCE INDICATORS

	<u>Budgeted 2008-2009</u>	<u>Projected 2008-2009</u>	<u>Budgeted 2009-2010</u>
<i>Number of Programs</i>	50	50	50
<i>Number of Building Rentals</i>	160	160	175
<i>Number of Day Trips</i>	55	55	60
<i>Number of Lunch Bunch Trips</i>	12	12	12
<i>Number of Country Western Dances</i>	8	8	8
<i>Number of Special Events</i>	18	19	31
<i>Number of Local Organizations</i>	15	15	14
<i>Number of Community Rentals</i>	40	40	40
<i>Number of Overnight Trips</i>	2	2	2



## Senior Center Program

CATEGORY		AMENDED	
		BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 108,327	\$ 44,707
2000	Materials and Supplies	16,634	15,690
3000	Contractual Services	49,681	37,135
<b>Total</b>		<b>\$ 174,642</b>	<b>\$ 97,532</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
* Senior Center Coordinator/Recreation Manager	I	1	0
* Assistant Senior Citizen Center Coordinator	7	1	0
Part-time Attendant		0.5	0.5
Part-time Recreation Leader		0.5	0.5
<b>Total</b>		<b>3</b>	<b>1</b>

- \* *Senior Center Coordinator/Recreation Manager position was re-titled Recreation Manager and moved to the Parks Administration program.*
- \* *Assistant Senior Citizen Center Coordinator position was re-titled Recreation Specialist and moved to the Parks Administration program.*

**Personnel Services** being charged to this program are as follow:

- *Recreation Manager: 20%*  
*(80% charged to General Fund/Parks Administration Program for more detail)*
- *Recreation Specialist: 30%*  
*(70% charged to General Fund/Parks Administration Program for more detail)*
- *Part-time Senior Center Coordinator: 20%*  
*(80% charged to Enterprise Fund/Sanitation Fund/Recycling Program for more detail)*



**111 - General Fund/Parks Senior Center Program**

Description		Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
7001-02-1001	Salaries	66,377	74,801	73,437	22,183
7001-02-1005	Overtime	1,116	1,000	1000	0
7001-02-1006	Longevity	392	579	579	191
7001-02-1007	Extra Help	13,921	15,943	15,000	16,380
7001-02-1009	TMRS	7,537	8,941	8,665	2,989
7001-02-1011	Social Security	5,990	7,063	5,913	2,964
<b>Total Personnel</b>		<b>95,332</b>	<b>108,327</b>	<b>104,594</b>	<b>44,707</b>
<b>Supplies</b>					
7001-02-2100	General Office Supplies	1,479	2,171	2,033	1,300
7001-02-2125	Miscellaneous Supplies	6,568	4,664	6,800	3,090
7001-02-2150	Computer Replacement Supplies	387	100	200	400
7001-02-2175	Janitorial Supplies	626	400	500	500
7001-02-2200	Foods	1,427	1,500	1,417	2,000
7001-02-2225	Medical Supplies	0	30	75	100
7001-02-2275	Program Supplies	7,490	7,555	7,955	8,300
7001-02-2350	Safety Equipment	0	40	100	0
7001-02-2450	Botany Supplies	170	174	200	0
<b>Total Supplies</b>		<b>18,147</b>	<b>16,634</b>	<b>19,280</b>	<b>15,690</b>
<b>Contractual Services</b>					
7001-02-3170	Professional Development	1,610	789	1,400	316
7001-02-3180	Dues & Memberships	300	0	200	100
7001-02-3190	Communications	1,501	1,740	1,433	1,727
7001-02-3200	Utilities	20,305	19,855	19,560	20,800
7001-02-3210	Postage & Freight	845	900	1,400	550
7001-02-3220	Printing Services	424	147	200	73
7001-02-3230	Advertising	97	0	0	100
7001-02-3260	Machinery & Equipment Maint	3,969	3,249	3,249	3,349
7001-02-3270	Buildings/Grounds Maint	19,681	23,002	11,516	10,120
<b>Total Services</b>		<b>48,732</b>	<b>49,681</b>	<b>38,958</b>	<b>37,135</b>
<b>Senior Center</b>		<b>\$ 162,211</b>	<b>\$ 174,642</b>	<b>\$ 162,832</b>	<b>\$ 97,532</b>



## Hike & Bike Program

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
2000	Materials and Supplies	1,000	0
	<b>Total</b>	<b>\$ 1,000</b>	<b>\$ 0</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
N/A			



111 - General Fund/Hike & Bike Program

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Supplies</b>					
7001-03-2125	Miscellaneous Supplies	6	1,000	0	0
	<b>Total Supplies</b>	<b>6</b>	<b>1,000</b>	<b>0</b>	<b>0</b>
	<b>Hike &amp; Bike Program</b>	<b>\$ 6</b>	<b>\$ 1,000</b>	<b>\$ 0</b>	<b>\$ 0</b>



## Museum Program

<b>CATEGORY</b>		<b>AMENDED BUDGET 2008/09</b>	<b>BUDGET 2009/2010</b>
2000	Materials & Supplies	\$ 1,500	\$ 1,500
3000	Contractual Supplies	22,745	22,219
<b>Total</b>		<b>\$ 24,245</b>	<b>\$ 23,719</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
------------------------------	------------------	--------------------------------	--------------------------------

N/A



**111 - General Fund/Museum Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Supplies</b>					
7001-04-2125	Miscellaneous Supplies	2,884	1,500	0	1,500
	<b>Total Supplies</b>	<b>2,884</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>
<b>Contractual Services</b>					
7001-04-3200	Utilities	15,109	15,950	13,372	15,500
7001-04-3270	Building/Grounds Maint	3,409	6,795	4,955	6,719
	<b>Total Services</b>	<b>18,518</b>	<b>22,745</b>	<b>18,327</b>	<b>22,219</b>
	<b>Museum Program</b>	<b>\$ 21,402</b>	<b>\$ 24,245</b>	<b>\$ 18,327</b>	<b>\$ 23,719</b>



## Depot Program

<b>CATEGORY</b>		<b>AMENDED BUDGET 2008/09</b>	<b>BUDGET 2009/2010</b>
3000	Contractual Services	50,270	0
<b>Total</b>		<b>50,270</b>	<b>0</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
N/A			

\* Funds for the Depot are budgeted under the Hotel-Motel Fund/CVB Program (in Special Revenue Section).



111 - General Fund/Depot Program

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Contractual Services</b>					
7001-05-3200	Utilities	8,952	10,270	8,904	0
7001-05-3270	Building/Grounds Maint	40	40,000	40,046	0
	<b>Total Services</b>	<u>8,992</u>	<u>50,270</u>	<u>48,950</u>	<u>0</u>
	<b>Depot Program</b>	<u>\$ 8,992</u>	<u>\$ 50,270</u>	<u>\$ 48,950</u>	<u>\$ 0</u>



## Library Department

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
2000	Materials and Supplies	\$ 6,010	\$ 1,710
3000	Contractual Services	119,847	97,796
	Total	<u>\$ 125,857</u>	<u>\$ 99,506</u>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
N/A			

<u>Departmental Budget Trends</u>	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 96,201	\$ 125,857	\$ 103,327	\$ 99,506
% of City's Operating Total	0.44%	0.49%	0.40%	0.38%
Full Time Staff	0	0	0	0

### **Financial Highlights**

FY 2009/2010 budget reflects a decrease due to budgets cuts in supplies and contractual services.



111 - General Fund/Library

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Supplies</b>					
7002-00-2100	General Office Supplies	11	130	0	130
7002-00-2125	Miscellaneous Supplies	1,170	5,800	1,500	1,500
7002-00-2175	Janitorial Supplies	0	80	0	80
	<b>Total Supplies</b>	<b>1,181</b>	<b>6,010</b>	<b>1,500</b>	<b>1,710</b>
<b>Contractual Services</b>					
7002-00-3190	Communications	2,148	2,550	2,473	2,600
7002-00-3200	Utilities	35,215	36,818	33,684	38,125
7002-00-3250	General Insurance	15,450	25,967	21,341	18,807
7002-00-3260	Machinery & Equipment Maint	13,227	1,700	11,000	4,600
7002-00-3270	Building/Grounds Maint	12,780	35,912	16,949	16,764
7002-00-3350	Special Book Collection	16,200	16,900	16,380	16,900
	<b>Total Services</b>	<b>95,020</b>	<b>119,847</b>	<b>101,827</b>	<b>97,796</b>
	<b>Library</b>	<b>\$ 96,201</b>	<b>\$ 125,857</b>	<b>\$ 103,327</b>	<b>\$ 99,506</b>



## General Fund – Other Requirements

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	0	0
3000	Contractual Services	1,205,753	1,336,933
5000	Debt Service	0	23,720
7000	Interfund Transfers	0	3,616
<b>Total</b>		<b>\$1,205,753</b>	<b>\$1,364,269</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
N/A			

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 1,255,218	\$ 1,205,753	\$ 1,143,403	\$ 1,364,269
% of City's Operating Total	5.70%	4.67%	4.43%	5.26%
Full Time Staffing Equivalent	0	0	0	0

### Financial Highlights

FY 2009/2010 budget reflects an increase due to general insurance and health insurance.



**111 - General Fund/Other Requirements**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
9001-00-1041	Contingency	31,417	0	0	0
	<b>Total Personnel</b>	<b>31,417</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Contractual Services</b>					
9001-00-3100	Contract Services	0	2,000	1,500	3,000
9001-00-3110	Audit	41,062	52,500	41,062	47,500
9001-00-3140	Appraisal District Fees	37,736	50,280	50,244	53,319
9001-00-3180	Dues & Memberships	5,462	6,000	6,000	6,000
9001-00-3250	General Insurance	101,865	114,974	114,974	136,314
9001-00-3251	Workers Compensation	145,026	132,923	132,923	115,630
9001-00-3252	Group Insurance	845,302	889,976	839,600	962,390
9001-00-3253	Unemployment Insurance	8,158	13,000	13,000	12,780
9001-00-3520	Debt Expense	39,191	19,100	19,100	0
9001-00-3530	Reserve Contingency	0	(75,000)	(75,000)	0
	<b>Total Services</b>	<b>1,223,801</b>	<b>1,205,753</b>	<b>1,143,403</b>	<b>1,336,933</b>
<b>Debt Service</b>					
9001-00-5002	Interest Payments	0	0	0	23,720
	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,720</b>
<b>Interfund Transfers</b>					
9001-00-7125	Transfer to Debt Service Fund	0	0	0	53,684
9001-00-7140	Transfer to Cemetery Fund	0	0	0	22,301
9001-00-7999	Decrease in Fund Balance	0	0	0	(72,369)
	<b>Total Interfund Transfer</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,616</b>
	<b>Other Requirements</b>	<b>1,255,218</b>	<b>1,205,753</b>	<b>1,143,403</b>	<b>1,364,269</b>

## Special Revenue Funds

*The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessment, or major capital projects) that are legally restricted to expenditures for special purposes. Special revenue funds include State of Texas and Federal grants as well as Hotel/Motel tax revenues. The City has the following special revenue funds:*

**Hike & Bike Trail System Fund-** *This fund accounts for a grant for the Hike & Bike Trail System in the City.*

**Hotel/Motel Tax Fund-** *Revenues are from a room occupancy tax with expenditures for the promotion of tourism and the convention and hotel industry.*

**Municipal Library Building Fund-** *To account for interest earned from investments of customer deposits in the Enterprise Fund and interest earned on fund investments. Funds are expended for the benefit of the City of Alvin Library.*

**Special Investigation Fund-** *This fund receives a share of money and property seized during drug related arrests. The funds are used by the police department for investigations involved drugs.*

**Municipal Court Building Security Fund-** *This fund is set up to account for monies collected and used from Municipal Court fees required by state law for Municipal court building security purposes.*

**Municipal Court Technology Fund-** *This fund is set up to account for monies collected and used from Municipal Court fees as required by state law for Municipal technology purposes.*

**Donation Fund-** *To account for funds contributed for designated purposes or events.*

**Juvenile Case Manager Fund-** *This fund is set up to account for monies collected and used to finance the salary and benefits of a Juvenile Case Manager employed by the City of Alvin Municipal Court.*



**113- SPECIAL REVENUE FUND  
TOM BLAKENEY, JR MUSTANG BAYOU  
TRAIL SYSTEM FUND, PHASE II  
FUND BALANCE SUMMARY**

DESCRIPTION	ACTUAL 2007/08	AMENDED BUDGET 2008/09	PROJECTED YEAR END 2008/09	FUTURE PROJECTION 2009/2010
<b>Beginning Balance</b>	\$ 96,967	\$ 100,119	\$ 100,119	\$ 101,109
<b>Revenue Sources:</b>				
Investment Earnings	3,151	500	990	1,200
<b>Total Revenues</b>	3,151	500	990	1,200
<b>Total Revenues &amp; Resources</b>	100,118	100,619	101,109	102,309
<b>Capital Outlay</b>				
Hike & Bike Trail Project	0	0	0	0
<b>Total Expenditures</b>	0	0	0	0
Excess (Deficiency) of total revenue and resources over expenditures	3,151	500	4,291	500
<b>Ending Balance</b>	\$ 100,119	\$ 100,619	\$ 101,109	\$ 102,309



**121- SPECIAL REVENUE FUND  
HOTEL/MOTEL TAX FUND  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/2010</b>
<b>Beginning Balance</b>	\$ 379,140	\$ 427,971	\$ 427,971	\$ 515,960
<b>Revenue Sources</b>				
Hotel/Motel Tax Receipts	215,557	175,000	238,000	240,000
Interest	10,942	8,000	3,357	5,800
Other Incomes	15,785	0	393	0
<b>Total Revenue</b>	<b>242,284</b>	<b>183,000</b>	<b>241,750</b>	<b>245,800</b>
<b>Total Revenues &amp; Resources</b>	<b>621,424</b>	<b>610,971</b>	<b>669,721</b>	<b>761,760</b>
<b>Expenditures</b>				
Police Overtime- Special Events	1,791	6,500	0	0
Contractual Services	82,233	87,888	87,438	400
Approved Funded Events	75,000	32,500	32,500	0
Estimated Debt Service	34,431	33,824	33,824	34,474
CVB Program	0	0	0	142,246
<b>Total Expenditures</b>	<b>193,455</b>	<b>160,712</b>	<b>153,762</b>	<b>177,120</b>
Excess (Deficiency) of revenue over expenditures	48,831	22,288	87,988	68,680
<b>Ending Balance</b>	<b>\$ 427,971</b>	<b>\$ 450,259</b>	<b>\$ 515,960</b>	<b>\$ 584,640</b>



## ***Convention Visitors Bureau Program***

**Vision:** To market the City of Alvin as a destination throughout the state, region, area and often nation for the tourism and hotel industry.

**Mission:** To market and promote Alvin as a competitive meeting, corporate, and leisure destination; to coalesce, develop and expand the hospitality industry and its products; and through these efforts generate economic growth for the City of Alvin.

### **Advertising**

- 1st Quarter Placement of Advertising
- 2nd Quarter Placement of Advertising
- 3rd Quarter Placement of Advertising
- 4th Quarter Placement of Advertising

### **Booking of Conference and Sporting Related Events**

- Complete 120 "in person" sales calls toward bidding on conferences (reported quarterly)
- Secure 1000 room nights (bookings could be over multiple years)

### **Marketing of the City of Alvin**

- Develop conference center via joint venture
- Meet with local hoteliers on a quarterly basis
- Participate in 4 state-wide tradeshow
- Maintain memberships in TTIA, TACVB, TSAE, SGMP, & MPI
- Host site visits to Alvin Community (reported quarterly)

### **Operations of Alvin Visitors Center**

- Establish visitors information media racks with local information
- Promotions of attractions and specialty retail



## Convention Visitors Bureau Program

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 0	\$ 55,521
2000	Materials and Supplies	0	7,545
3000	Contractual Services	0	79,180
<b>Total</b>		<b>\$ 0</b>	<b>\$ 142,246</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
CVB Director	I	0	1
<b>Total</b>		<b>0</b>	<b>1</b>

### Financial Highlights

The CVB Program is a newly created program for FY 2009/2010.



**121 - Hotel Motel Fund/Convention Visitors Bureau Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
1006-14-1001	Salaries	0	0	0	46,272
1006-14-1006	Longevity	0	0	0	19
1006-14-1009	TMRS	0	0	0	5,869
1006-14-1011	Social Security	0	0	0	3,361
	<b>Total Personnel</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>55,521</b>
<b>Supplies</b>					
1006-14-2100	General Office Supplies	0	0	0	1,100
1006-14-2125	Miscellaneous Supplies	0	0	0	4,445
1006-14-2150	Computer Replacement/Supplies	0	0	0	2,000
	<b>Total Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,545</b>
<b>Contractual Services</b>					
1006-14-3100	Contract Services	0	0	0	5,000
1006-14-3170	Professional Development	0	0	0	5,600
1006-14-3180	Dues & Memberships	0	0	0	4,242
1006-14-3190	Communications	0	0	0	3,300
1006-14-3200	Utilities	0	0	0	9,000
1006-14-3210	Postage & Freight	0	0	0	500
1006-14-3225	Promotional/Marketing	0	0	0	40,785
1006-14-3251	Workers' Compensation	0	0	0	1,087
1006-14-3252	Group Insurance	0	0	0	9,046
1006-14-3253	Unemployment Insurance	0	0	0	120
1006-14-3270	Building/Grounds Maintenance	0	0	0	500
	<b>Total Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>79,180</b>
	<b>Convention Visitors Bureau Program</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 142,246</b>



**122- SPECIAL REVENUE FUND  
MUNICIPAL LIBRARY BUILDING FUND  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/2010</b>
<b>Beginning Balance</b>	\$ 113,065	\$ 104,721	\$ 104,721	\$ 92,886
<b>Revenue Sources</b>				
Investment Earnings	2,919	0	0	0
Rental Income	250	0	275	0
<b>Total Revenue</b>	<b>3,169</b>	<b>0</b>	<b>275</b>	<b>0</b>
<b>Total Revenues &amp; Resources</b>	<b>116,234</b>	<b>104,721</b>	<b>104,996</b>	<b>92,886</b>
<b>Expenditures</b>				
Contractual Services	2,196	14,750	12,110	2,600
Capital Outlay	9,317	0	0	0
<b>Total Expenditures</b>	<b>11,513</b>	<b>14,750</b>	<b>12,110</b>	<b>2,600</b>
Excess (Deficiency) of total revenue and other resources over expenditures	(8,344)	(14,750)	(11,835)	(2,600)
<b>Ending Balance</b>	<b>\$ 104,721</b>	<b>\$ 89,971</b>	<b>\$ 92,886</b>	<b>\$ 90,286</b>



**123- SPECIAL REVENUE FUND  
SPECIAL INVESTIGATIONS  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/2010</b>
<b>Beginning Balance</b>	\$ 87,143	\$ 70,514	\$ 70,514	\$ 66,845
<b>Revenue Sources</b>				
Grants	3,836	0	10,086	0
Fines & Forfeitures	3,055	500	7,267	500
Investment Earnings	3,488	1,000	972	1,350
Proceeds of Asset Sales	0	0	1,067	0
<b>Total Revenue</b>	<b>10,379</b>	<b>1,500</b>	<b>19,392</b>	<b>1,850</b>
<b>Total Revenues &amp; Resources</b>	<b>97,522</b>	<b>72,014</b>	<b>89,906</b>	<b>68,695</b>
<b>Expenditures</b>				
Materials & Supplies	20,493	0	8,738	0
Contractual Services	6,518	0	9,002	0
Capital Outlay	0	0	5,321	0
<b>Total Expenditures</b>	<b>27,011</b>	<b>0</b>	<b>23,061</b>	<b>0</b>
Excess (Deficiency) of total revenue and resources over expenditures	(16,630)	1,500	(3,669)	1,850
<b>Ending Balance</b>	<b>\$ 70,514</b>	<b>\$ 72,014</b>	<b>\$ 66,845</b>	<b>\$ 68,695</b>



**124- SPECIAL REVENUE FUND  
MUNICIPAL COURT BUILDING SECURITY FUND  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/2010</b>
<b>Beginning Balance</b>	\$ 75,366	\$ 84,593	\$ 84,593	\$ 92,765
<b>Revenue Sources</b>				
Building Security Fees	8,072	7,200	7,876	8,000
Interest	2,161	2,000	599	1,000
<b>Total Revenue</b>	10,233	9,200	8,475	9,000
<b>Total Revenues &amp; Resources</b>	85,599	93,793	93,068	101,765
<b>Expenditures</b>				
Materials & Supplies	1,006	0	0	0
Contractual Services	0	0	303	0
Capital Outlay	0	9,000	0	0
<b>Total Expenditures</b>	1,006	9,000	303	0
Excess (Deficiency) of total revenue and resources over expenditures	9,227	200	8,172	9,000
<b>Ending Balance</b>	\$ 84,593	\$ 84,793	\$ 92,765	\$ 101,765



**125- SPECIAL INVESTIGATION FUND  
MUNICIPAL COURT TECHNOLOGY FUND  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/2010</b>
<b>Beginning Balance</b>	\$ 25,377	\$ 36,589	\$ 36,589	\$ 33,230
<b>Revenue Sources</b>				
Court Technology Fees	10,762	10,200	10,501	10,800
Interest	549	800	136	250
<b>Total Revenue</b>	11,311	11,000	10,637	11,050
<b>Total Revenues &amp; Resources</b>	36,688	47,589	47,226	44,280
<b>Expenditures</b>				
Materials & Supplies	99	2,500	1,936	0
Contractual Services	0	8,483	10,008	12,683
Capital Outlay	0	0	2,052	0
<b>Total Expenditures</b>	99	10,983	13,996	12,683
Excess (Deficiency) of total revenue and resources over expenditures	11,212	17	(3,359)	(1,633)
<b>Ending Balance</b>	\$ 36,589	\$ 36,606	\$ 33,230	\$ 31,597



**128- SPECIAL REVENUE FUND  
 JUVENILE CASE MANAGER FUND  
 FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/2010</b>
<b>Beginning Balance</b>	\$ 0	\$ 7,097	\$ 7,097	\$ 19,550
<b>Revenue Sources</b>				
Juvenile Case Manager Fees	7,086	10,000	12,443	10,000
Interest	11	0	10	0
<b>Total Revenue</b>	7,097	10,000	12,453	10,000
<b>Total Revenues &amp; Resources</b>	7,097	17,097	19,550	29,550
<b>Expenditures</b>				
Materials & Supplies	0	0	0	0
<b>Total Expenditures</b>	0	0	0	0
Excess (Deficiency) of total revenue and resources over expenditures	7,097	10,000	12,453	10,000
<b>Ending Balance</b>	\$ 7,097	\$ 17,097	\$ 19,550	\$ 29,550



**512 - SPECIAL REVENUE FUND  
DONATION FUND  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/2010</b>
<b>Beginning Balance</b>	\$ 47,939	\$ 37,585	\$ 37,585	\$ 41,153
<b>Revenue Sources</b>				
Investment Earnings	1,003	0	253	0
Other Income	21,601	15,000	28,382	15,000
<b>Total Revenue</b>	22,604	15,000	28,635	15,000
<b>Total Revenues &amp; Resources</b>	70,543	52,585	66,220	56,153
<b>Expenditures</b>				
Materials & Supplies	7,958	1,000	2,807	0
Contractual Services	15,000	14,000	19,260	14,000
Capital Outlay	10,000	0	3,000	0
<b>Total Expenditures</b>	32,958	15,000	25,067	14,000
Excess (Deficiency) of total revenue and resources over expenditures	(10,354)	0	3,568	1,000
<b>Ending Balance</b>	\$ 37,585	\$ 37,585	\$ 41,153	\$ 42,153

## Capital Projects Fund

*The **Capital Projects Fund** is used to account for the proceeds from the sale of general obligation bonds and expenditure of these proceeds for the acquisition or construction of fixed assets as designated in each bond issue or as authorized by Council. The primary sources of revenues are proceeds of general obligation debt and transfers from other funds.*

*The **Sales Tax– Street Improvement Fund** is used to account for a portion of the sales taxes received that Council has designated to be used for street projects, to support the streets and provide engineering and maintenance support of streets. The primary sources of revenues are sales taxes received by the City. All expenses from the Sales Tax Fund must be in compliance with the following policy, set and approved by Council 8/21/2008 by Resolution #08-R27;*

- All equipment and materials used to construct and maintain our streets and drainage shall be charged to the Sales Tax Fund. This includes all signs, signals, culverts, vegetation, chemicals and other elements used within the City street and drainage right of way.*
- All employee, consultant and contractor cost incurred to construct and maintain City streets and drainage shall be charged to the Sales Tax Fund.*
- Employee, equipment and material cost not used totally for street and drainage improvements shall be shared on a prorated basis to the Sales Tax Fund using actual hours or usage in a reasonable manner.*
- Facilities, storage, and office costs, and improvements thereto, used by Street and Drainage personnel shall be charged to the Sales Tax Fund. For common usage the costs shall be prorated or shared in a reasonable manner.*
- The City administrative costs to manage and support the Street and Drainage operation shall be charged to the Sales Tax Fund. These administrative costs are based on a prorated share using employee count. Administration shall include City Management, Legal, Finance, IT and Personnel Department costs.*



**231- 2005 WS BONDS PROJECTS  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/10</b>
<b>Beginning Balance</b>	969,756	1,068,170	1,068,170	1,064,837
<b>Revenue Sources:</b>				
EPA Grant Proceeds	120,019	0	0	0
<b>Total Revenue</b>	120,019	0	0	0
<b>Total Revenues &amp; Resources</b>	1,089,775	1,068,170	1,068,170	1,064,837
<b>Uses:</b>				
Other Requirements	892	0	0	0
Water	7,340	0	3,333	0
Sewer	13,372	0	0	0
<b>Total Expenditures</b>	21,604	0	3,333	0
Revenue Over/(Under) Expenditures	98,414	0	(3,333)	0
<b>Ending Balance</b>	1,068,170	\$ 1,068,170	\$ 1,064,837	1,064,837



**232- 2006 CO BOND PROJECTS  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/10</b>
<b>Beginning Balance</b>	4,678,504	4,701,968	4,701,968	4,425,993
<b>Revenue Sources:</b>				
Intragovernmental	0	0	0	0
<b>Total Revenue</b>	0	0	0	0
<b>Total Revenues &amp; Resources</b>	4,678,504	4,701,968	4,701,968	4,425,993
<b>Uses:</b>				
Water	(23,464)	0	275,975	0
<b>Total Expenditures</b>	(23,464)	0	275,975	0
Revenue Over/(Under) Expenditures	23,464	0	(275,975)	0
<b>Ending Balance</b>	4,701,968	4,701,968	4,425,993	4,425,993



**233- 2008B CO BOND PROJECTS  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/10</b>
<b>Beginning Balance</b>	0	1,944,852	1,944,852	1,882,988
<b>Revenue Sources:</b>				
Bond Proceeds	1,944,852	0	18,233	0
<b>Total Revenue</b>	1,944,852	0	18,233	0
<b>Total Revenues &amp; Resources</b>	1,944,852	1,944,852	1,963,085	1,882,988
<b>Uses:</b>				
Wastewater Treatment	0	0	80,097	0
<b>Total Expenditures</b>	0	0	80,097	0
Revenue Over/(Under) Expenditures	1,944,852	0	(61,864)	0
<b>Ending Balance</b>	1,944,852	1,944,852	1,882,988	1,882,988



**311- CAPITAL IMPROVEMENT FUND  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/10</b>
<b>Beginning Balance</b>	\$ 2,800,769	\$ 1,993,950	\$ 1,993,950	\$ 1,439,788
<b>Revenue Sources:</b>				
Transfers From:				
Utility Fund	0	50,000	0	0
Sales Tax Fund	173,667	0	0	0
Interest Income	54,421	10,000	7,271	12,000
<b>Total Revenue</b>	228,088	60,000	7,271	12,000
<b>Total Revenues &amp; Resources</b>	3,028,857	2,053,950	2,001,221	1,451,788
<b>Uses:</b>				
City Hall	0	10,000	9,763	0
Streets	946,244	0	407,641	0
Water & Wastewater	85,338	50,000	131,008	0
Parks & Recreation	3,323	0	13,021	0
<b>Total Expenditures</b>	1,034,905	60,000	561,433	0
Revenue Over/(Under) Expenditures	(806,817)	0	(554,162)	12,000
<b>Ending Balance</b>	\$ 1,993,950	\$ 1,993,950	\$ 1,439,788	\$ 1,451,788



City of Alvin FY2009/2010  
Capital Budget Project Listing

		<i><u>Funding Source</u></i>
<b>Utility Fund</b>		
Wastewater Treatment Plant Upgrade .....	2,500,000	2008 CO
SCADA System .....	160,000	2008 CO
Small Diameter Line Replacement .....	175,000	2008 CO
I&I Reduction Program Construction .....	400,000	2006 CO
Misc. Sewer Line Replacements- Pipe Bursting .....	<u>100,000</u>	2008 CO
<b>Total Utility Fund Projects</b>	<b>\$3,335,000</b>	
<b>Sales Tax Fund</b>		
Stadium Drainage Project .....	434,520	Sales Tax Fund
Bridge Maintenance & Replacement Program (City's matching 10%) .....	100,000	Sales Tax Fund
Hike & Bike Trail Phase II .....	50,000	Sales Tax Fund
Downtown Sidewalk Project.....	50,000	Sales Tax Fund
McGinty Street.....	50,000	Sales Tax Fund
Quiet Zone .....	<u>75,000</u>	Sales Tax Fund
<b>Total Sales Tax Fund Projects</b>	<b>\$ 759,520</b>	
<b>TOTAL CAPITAL BUDGET</b>	<b><u>\$4,094,520</u></b>	



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Wastewater Treatment Plant Upgrade**

**Project No.:** WWTPP1

**Project Description:**

Phase I includes installation of fine bubble diffusers in one train, and installation of one Turblex and on Multistage oentrifugal new blowers under pre-engineered canopy, new masonry control room for blowers, hydraulic improvements to one aeration train, and installation of new grit removal system in the existing structure capable of treating the entire design flow.

**Design Schedule:**

100% Complete

**Construction Schedule:**

The project is a 14 month long project

**Current Status:**

The project is 64% complete and on schedule

**Budget:** Design and Construction Cost \$2,758,000.00

**Funding Source:** 2006 Certificate of Obligations, Series B  
2003 Refinance Bonds  
2008 Certificate of Obligations



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Utility Fund**

**SCADA System**

**Project No.:** SCADA

**Location:**

The SCADA system will be installed at all city water well sites.

**Project Description:**

The design and construction of a Supervisory Control and Data Acquisition System (SCADA) which will monitor all water well sites.

**Design Schedule:**

Winter 2010

**Construction Schedule:**

Spring 2010

**Budget:** Construction \$160,000.00

**Funding Source:** 2008 Certificates of Obligations



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Small Diameter Water Line Replacement**

**Project No.:** LANGWL

**Location:** Monroe St., Jack St., Robinson St., and Lang St.

**Project Description:**

This project involves the installation of new water lines and fire hydrants. Existing water lines will be abandoned in place or removed involving line sizes with diameters of 6 inches or less. Existing service connections will be reinstalled.

**Design Schedule:**

100% complete

**Construction Schedule:**

Spring 2010- Project waiting on CDBG approval

**Budget:**

Partial Funding from CDBG

Remainder from SMDWLP

**Funding Source:** 2008 Certificate of Obligations



**CITY OF ALVIN  
CIP PROJECT REPORT**

**I & I Reduction Program Construction (TWDB) Phase 4**

**Project No.:** 565

**Location:** Various sites throughout the city

**Project Description:**

This project involves design and construction of existing sanitary sewer lines. Based on studies, repairs or replacement has been determined. Existing lines will be pipe-bursting, slip lined, cured-in-place or replaced. Also, small diameter lines will be up-sized.

**Design Schedule:**

100% complete

**Construction Schedule:**

Work is scheduled to begin August, 2009

**Current Status:**

90% complete- additional work added to this project

**Budget:**

Design/Construction Cost \$900,000

This project is funded by Texas Water Development Board

**Funding Source:** TWDB



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Utility Fund**

**Misc. Sewer Line Replacement- Pipe Bursting**

**Project No.:** MSLREP

**Location:**

The project is for the replacement of sewer lines that become necessary due to emergency or other circumstances that evolve during the fiscal year.

**Project Description:**

Replacement of misc. sewer lines located throughout the City.

**Design Schedule:**

N/A

**Construction Schedule:**

This project is under construction. Funds are being used for in-house sanitary sewer repairs.

**Budget:** \$400,000

**Funding Source:** 2008 Certificate of Obligations



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Sales Tax Fund**

**Stadium Drive Drainage Project**

**Project No.:** 142

**Location:**

The project will be located south of Alvin High School.

**Project Description:**

This project includes a drainage study, design and construction for drainage improvements south of Alvin High School.

**Design Schedule:**

Spring 2009

**Construction Schedule:**

TBA

**Budget: Study/Design/Construction** \$434,520

**Funding Source:** Sales Tax Fund



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Bridge Maintenance & Replacement Program**

**Project No.:** BRDREP

**Location:**

The City and TDOT are in the process of replacing a number of bridges within our corporate limits located at the following sites; East Adoue St. @ Mustang Bayou, Clifford St. @ Drainage ditch, CR 149 @ Mustang Bayou, CR 172 @ Drainage ditch, Old Galveston Rd. @ Mustang Bayou, South St. @ Mustang Bayou and Johnson St. @ Mustang Bayou.

**Project Description:**

The City has identified certain bridges within its corporate limits that are experiencing structural failure and load capacity problems. The City has initiated an agreement with TXDOT to design and construct the various bridges requiring replacement. This project requires a City Match of 10% in reference to the TXDOT agreement for the six bridges. TXDOT has agreed to accept the City's replacement of Ryan St. and CR 435 (Wickwillow Lane) bridges to account for the City's 10% match for the six bridge agreement.

**Design Schedule:**

Klotz Package- Includes Johnson St., Clifford St. and C.R. 172- 100%

Tran System Package- Includes Old Galveston Rd., Adoue St., South St., and C.R. 149- 60%

**Construction Schedule:** The City must complete the Ryan Dr. and C.R. 435

(Wickwillow Lane) bridge replacement by July, 2012.

**CURRENT STATUS:**

The C.R. 435 (Wickwillow Lane) bridge has been replaced by city staff and C&R District #3. Construction on the Klotz Bridge Package has begun.

Johnson St. Bridge- scheduled completion date is February, 2010

Clifford St. Bridge- Construction has begun on this project

The Tran System Package is at the 60% review stage

**Budget:**

Six bridge agreement: TXDOT cost of bridge replacement.

City Match funding (10%) \$299,000

**Funding Source:** Sales Tax Fund



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Sales Tax Fund**

**Hike & Bike Trail, Phase II**

**Project No.:** TBTRP2

**Project Description:**

Design and construct the second phase of the Tom Blakeney Jr. Trail. This phase will extend the trail from Bob Owens Pool to South Street.

**Design Schedule:**

Design – 60% complete- waiting on TXDOT environmental approval.

**Construction Schedule:**

TBA

**Budget:** Design/Construction Cost \$274,000

**Funding Source:** Certificate of Obligations, Series C  
Sales Tax Fund



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Sales Tax Fund**

**Downtown Sidewalk Project 2010**

**Project No.:** DWNTSW

**Location:** Old downtown area

**Project Description:**

This project is an ongoing endeavor to provide adequate pedestrian access throughout the City of Alvin. Sidewalks will be installed in compliance with state ADA requirements and will match the existing decorative sidewalks in the area.

**Design Schedule:**

Spring 2010

**Construction Schedule:**

Summer 2010

**Budget:** In-House Design/Construction \$50,000

**Funding Source:** Sales Tax Fund



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Sales Tax Fund**

**McGinty Street Improvements**

**Project No.:** MCGINTY

**Location:** This project is located on McGinty Street between Shirley Street and Jane Street

**Project Description:**

This project includes the construction of a stabilized sub-grade, concrete pavement and concrete curb.

**Design Schedule:**

Spring 2010

**Construction Schedule:**

Summer 2010

**Budget:** Design/Construction \$50,000

**Funding Source:** Sales Tax Fund



**CITY OF ALVIN  
CIP PROJECT REPORT**

**Sales Tax Fund**

**Quiet Zone**

**Project No.:**

**Project Description:** Install quiet zone along railroad from crossings at Second Street to  
Tovrea Street

**Design Schedule:**

Preliminary report is complete.

**Construction Schedule:**

TBA

**Budget:** Design- \$46,000 Construction Cost- \$75,000

**Funding Source:** Sales Tax Fund

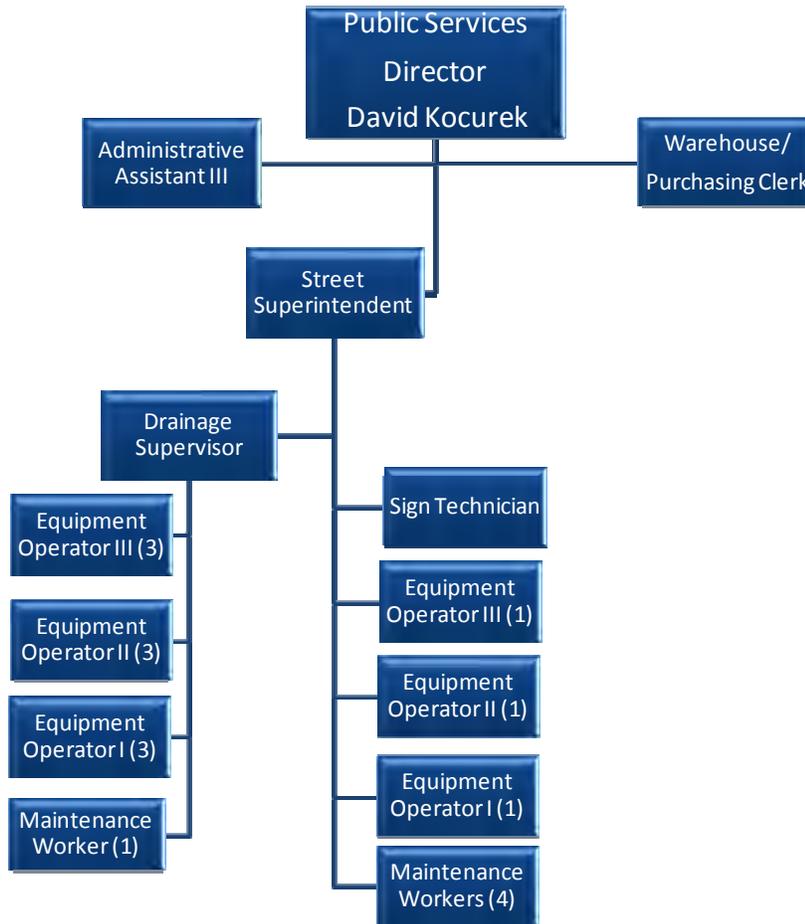


**312- SALES TAX STREET IMPROVEMENTS  
BUDGET SUMMARY**

DESCRIPTION	ACTUAL 2007/08	AMENDED BUDGET 2008/09	PROJECTED YEAR END 2008/09	BUDGET 2009/10
<b>Beginning Fund Balance</b>	\$ 1,683,209	\$ 2,879,671	\$ 2,879,671	\$ 3,846,655
<b>Revenues</b>				
Sales Tax Revenue	3,691,889	3,810,460	3,597,225	3,796,840
Grants	144,691	0	0	0
Interest Income	36,164	24,000	12,706	18,000
Other Income	0	0	37,303	0
<b>Total Revenues</b>	3,872,744	3,834,460	3,647,234	3,814,840
<b>Total Rev. and Resources</b>	5,555,953	6,714,131	6,526,905	7,661,495
<b>Expenditures</b>				
Streets	283,079	3,560,263	2,392,101	3,516,790
<b>Interfund Transfers</b>				
Transfer to General Fund- Sales Tax	2,219,536	288,150	288,150	298,050
Transfer to Capital Improvement Fund	173,667	0	0	0
<b>Total Expenditures</b>	2,676,282	3,848,413	2,680,251	3,814,840
<b>Revenue Over/(Under) Expenditures</b>	1,196,462	(13,953)	966,983	0
<b>Ending Fund Balance</b>	\$ 2,879,671	\$ 2,865,718	\$ 3,846,655	\$ 3,846,655



## Sales Tax- Street Program Organizational Chart





## ***Sales Tax- Street Program***

The department's mission is to provide safe roads for traveling, adequate drainage to prevent homes from flooding, and mowing R.O.W.'s and other traffic related services for the residents, businesses, and visitors of Alvin. The department staff is responsible for improving and maintaining more than 170 miles of streets along with storm sewers and open ditches, 4,000 traffic signs and informational signs including eight traffic signals, school zone flashers, maintaining pavement markings, and other special projects.

The Street program is located at 1100 West Highway 6, Alvin, Texas 77511 and can be reached at (281) 388-4325.

### **Accomplishments for FY 2008-09**

- Performed 4.5 miles of drainage improvements on open-ditches throughout the City.
- Crack sealed 5.5 miles of asphalt and concrete streets.
- Contracted and administered the Concrete Repair Program targeted for small repairs on driveways, sidewalks, curbs, and streets.
- Implemented a monthly ROW mowing schedule.
- Purchased street sweeper and utilized in-house labor to sweep streets on a monthly schedule.
- Installed or replaced traffic regulatory and informational signs within 1 day from date of reporting.
- Performed maintenance and repair of all school zone flashers and software program from the school district.
- Performed maintenance of street Right-Of-Way litter pickup utilizing community service labor to pickup trash on a weekly schedule.

### **Objectives for FY 2009-10**

- Repair reported potholes within 24 hours.
- Complete the development of the GBA work order system to track maintenance and repair costs of tasks and projects to prepare monthly performance reports.
- Complete 5 miles of drainage improvements on open ditches throughout the city.
- Replace pavement at utility cuts within one week of completion of the repair.
- Enter daily work orders within 5 days of job completion.
- Crack seal 6 miles of cracks in concrete and asphalt streets.



## Sales Tax- Street Program

- Continue the maintenance of street Right-Of-Way litter pickup utilizing community service labor to pickup trash on a weekly schedule.
- Continue the Concrete Repair Program.
- Continue monthly ROW mowing schedule.
- Continue street sign, signal maintenance and replacement program.

### PERFORMANCE INDICATORS

	<b>2008-09 <u>Target</u></b>	<b>2008-09 <u>Accomplished</u></b>	<b>2009-10 <u>Target</u></b>
Repair potholes within 48 hours	250	300	350
Clean storm sewer	5,000 feet	5,500 feet	6,000 feet
Perform drainage improvements	4 miles	4.5 miles	5 miles
Remove debris on streets through Monthly street sweeping program	700 cu. yds.	800 cu. yds.	1000 cu. yds.
Reduction of drainage complaints from prior year	90	80	60
Performed maintenance of street Right-Of-Way litter pickup on a weekly schedule.	400	300	200 bags



## Sales Tax- Street Program

CATEGORY		AMENDED BUDGET 2008/09	BUDGET 2009/2010
1000	Personnel Services	\$ 806,658	\$ 804,354
2000	Materials and Supplies	272,413	277,367
3000	Contractual Services	1,771,590	1,566,042
4000	Capital Outlay	598,500	0
5000	Debt Service	111,102	111,102
7000	Interfund Transfers	288,150	296,455
9000	Capital Projects	0	759,520
<b>Total</b>		<b>\$ 3,848,413</b>	<b>\$ 3,814,840</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Street Superintendent	II	1	1
Drainage Supervisor	10	1	1
Equipment Operator III	9	4	4
Equipment Operator II	8	4	4
Equipment Operator I	6	4	4
Sign & Traffic Signal Technician	6	1	1
Maintenance Worker	3	5	5
<b>Total</b>		<b>20</b>	<b>20</b>

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 2,676,282	\$ 3,848,413	\$ 2,680,251	\$ 3,814,840
% of City's Operating Total	12.16%	14.90%	10.38%	14.72%
Full Time Staff	19	20	20	20

### Financial Highlights

FY 2009/10 budget reflects an overall decrease. Capital Outlay (prior year) included construction projects. In FY 2009/2010, a new category (#9000-Capital Projects) was created and all construction projects were budgeted in the new category.



312 - Sales Tax Fund - Street Program

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
5501-00-1001	Salaries	541,156	646,295	623,488	638,267
5501-00-1005	Overtime	47,482	17,000	19,563	17,000
5501-00-1006	Longevity	7,894	9,663	8,769	9,433
5501-00-1009	TMRS	66,020	82,276	75,607	88,804
5501-00-1011	Social Security	44,657	51,424	46,284	50,850
	<b>Total Personnel</b>	<b>707,210</b>	<b>806,658</b>	<b>773,711</b>	<b>804,354</b>
<b>Supplies</b>					
5501-00-2100	General Office Supplies	48	200	0	0
5501-00-2125	Miscellaneous Supplies	18,728	31,500	22,400	18,700
5501-00-2150	Computer Replacement & Supplies	0	3,000	821	2,667
5501-00-2250	Uniform & Apparel	535	1,100	1,059	2,000
5501-00-2300	Vehicle & Equipment Supplies	0	0	5,000	5,500
5501-00-2301	Motor Vehicle Fuel	71,716	49,213	68,200	70,000
5501-00-2350	Safety Equipment	3,879	3,400	2,800	2,000
5501-00-2375	Street & Bridge Supplies	129,057	160,000	141,000	150,000
5501-00-2400	Signal Systems	0	1,000	250	1,000
5501-00-2425	Chemicals & Insecticides	1,308	2,500	500	5,000
5501-00-2550	Welding Supplies	154	500	75	500
5501-00-2600	Signs & Markers	22,585	20,000	20,000	20,000
	<b>Total Supplies</b>	<b>248,009</b>	<b>272,413</b>	<b>262,105</b>	<b>277,367</b>
<b>Contract Services</b>					
5501-00-3100	Contract Services	3,895	10,000	7,050	0
5501-00-3150	Engineering Consultant Service	0	115,000	10,000	15,000
5501-00-3170	Professional Development	1,609	2,500	1,500	3,000
5501-00-3180	Dues & Memberships	220	500	400	600
5501-00-3190	Communications	9,848	10,000	12,235	10,317
5501-00-3200	Utilities	259,737	263,293	256,782	258,500
5501-00-3220	Printing Services	0	200	50	200
5501-00-3250	General Insurance	29,656	29,674	29,674	29,357
5501-00-3251	Workers Compensation	40,181	42,121	41,123	40,418
5501-00-3252	Group Insurance	114,388	141,546	124,146	136,561
5501-00-3260	Machinery & Equipment Maint	4,890	12,500	7,249	13,500
5501-00-3270	Building/Grounds Maint	12,853	91,000	19,174	19,672
5501-00-3290	Technology Services	0	25,512	20,012	33,406
5501-00-3320	Uniform Rental	5,639	7,000	6,800	7,500
5501-00-3370	Misc. Drainage	0	67,000	67,000	67,000
5501-00-3390	Asphalt Street Maint	0	425,000	100,000	425,000
5501-00-3400	Traffic Control/Pavement	600	50,600	25,000	25,000
5501-00-3410	Concrete Paving/Sidewalks	0	244,244	205,000	225,000
5501-00-3420	Right of Way Maintenance	2,890	40,000	25,000	30,000
5501-00-3540	Vehicle Maintenance Fees	137,700	141,066	141,066	155,349
5501-00-3550	Vehicle Replacement Accruals	73,199	52,835	52,835	70,663
	<b>Total Services</b>	<b>697,304</b>	<b>1,771,591</b>	<b>1,152,096</b>	<b>1,566,043</b>
<b>Capital Outlay</b>					
5501-00-4100	Building & Property	0	13,500	0	0
5501-00-4150	Machinery & Equipment	262,467	80,000	0	0
5501-00-4300	Bridge Replacement Project	0	100,000	5,000	0
5501-00-4301	Downtown Sidewalk Project	0	50,000	0	0
5501-00-4302	Sidewalk Project	0	50,000	63,288	0
5501-00-4303	Stadium Drainage Project	0	305,000	24,800	0
	<b>Total Capital Outlay</b>	<b>262,467</b>	<b>598,500</b>	<b>93,088</b>	<b>0</b>



**312 - Sales Tax Fund - Street Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Debt Service</b>					
5501-00-5001	Principal	101,309	90,953	90,953	95,638
5501-00-5002	Interest	9,793	20,148	20,148	15,463
	<b>Total Debt Service</b>	<b>111,102</b>	<b>111,101</b>	<b>111,101</b>	<b>111,101</b>
<b>Interfund Transfers</b>					
5501-00-7100	Transfer to General Fund	0	288,150	288,150	296,455
	<b>Total Interfund Transfers</b>	<b>0</b>	<b>288,150</b>	<b>288,150</b>	<b>296,455</b>
<b>Capital Projects</b>					
5501-00-9002	Stadium Drainage	0	0	0	434,520
5501-00-9009	Hike & Bike	0	0	0	50,000
5501-00-9016	Bridge Replacement Program	0	0	0	100,000
5501-00-9017	Downtown Sidewalk	0	0	0	50,000
5501-00-9018	Quiet Zone	0	0	0	75,000
5501-00-9019	McGinty Street	0	0	0	50,000
	<b>Total Capital Projects</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>759,520</b>
	<b>Total Public Services - Street</b>	<b>\$ 2,026,092</b>	<b>\$ 3,848,413</b>	<b>2,680,251</b>	<b>3,814,840</b>



**313- 2006 CO GOVERNMENTAL  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>ACTUAL 2007/08</b>	<b>AMENDED BUDGET 2008/09</b>	<b>PROJECTED YEAR END 2008/09</b>	<b>BUDGET 2009/10</b>
<b>Beginning Balance</b>	\$2,590,704	928,199	928,199	909,071
<b>Revenue Sources:</b>				
Interest Income	81,638	0	13,372	0
<b>Total Revenue</b>	81,638	0	13,372	0
<b>Total Revenues &amp; Resources</b>	2,672,342	928,199	941,571	909,071
<b>Uses:</b>				
Fire	1,320,946	0	0	0
Parks Maintenance	409,158	0	26,400	0
Depot	14,040	0	6,100	0
<b>Total Expenditures</b>	1,744,144	0	32,500	0
Revenue Over/(Under) Expenditures	(1,662,506)	0	(19,128)	0
<b>Ending Balance</b>	928,199	928,199	909,071	909,071





## Debt Service Fund

The Debt Service Fund is used to account for the payment of interest and principal on all general obligation debts of the City. The primary source of revenue for debt service is property taxes.

### Debt Service Policies

- ⇒ Long-term debt will not be issued to finance current operations.
- ⇒ The final maturity date for any long-term debt will not exceed the expected useful life of the capital improvement so financed..
- ⇒ Long-term debt will not exceed the City's resources for repaying the debt.
- ⇒ The City shall have the power to borrow money on its credit, and to issue general obligation bonds for public improvement or any other purpose not prohibited by the constitution and laws of the State of Texas, and to issue refunding bonds to refund outstanding bonds of the City previously issued. All such bonds shall be issued in conformity with the laws of the State of Texas.

### Legal Debt Margin for General Obligations:

Rules promulgated by the Office of the Attorney General of Texas stipulate that such Office will not approve tax bonds of any city unless the city can demonstrate its ability to pay debt service requirements on all outstanding tax debt, including the issue to be approved, from a tax levy of \$1.50 per \$100 of valuation, based on 90% collection of the tax. Assuming the maximum tax rate for debt service of \$1.50 on the 2009 taxable assessed valuation of \$921,511,600 at 90% collection, tax revenue of \$12,440,407 would be produced. This revenue could service the debt of around \$148,667,617 issued as 5.5% 20-year serial bonds, which is \$139,756,204 greater than the City's outstanding obligations.

City's total outstanding debt	\$30,875,000
Less Self Supporting debt from Hotel, Sanitation and Utility	<u>- 21,963,587</u>
Net Tax Supporting Debt Outstanding	<u><b>\$ 8,911,413</b></u>

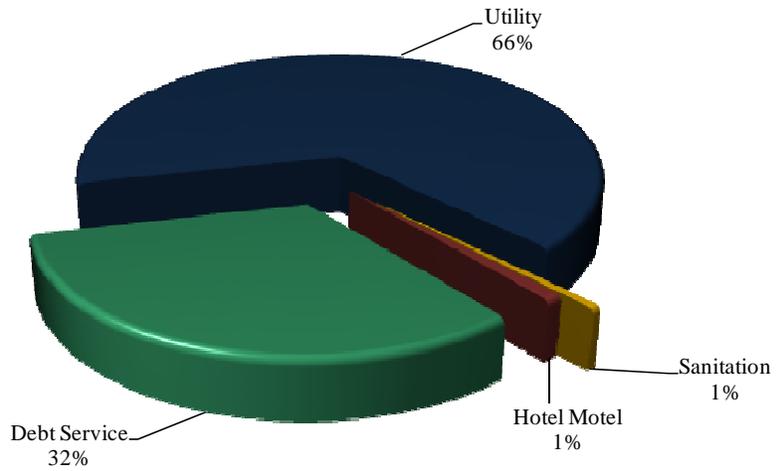


**411- DEBT SERVICE FUND  
BUDGET SUMMARY**

<b>Description</b>	<b>Actual 2007/08</b>	<b>Estimated 2008/09</b>	<b>Budget 2009/10</b>
<b>Beginning Fund Balance</b>	\$ 346,983	\$ 319,154	\$ 258,462
<b>REVENUE</b>			
Current Property Taxes	1,371,789	1,378,417	1,132,747
Delinquent Property Taxes	26,902	27,567	20,000
Penalty & Interest	24,838	21,500	20,000
Rendition Penalty	1,297	1,250	1,200
Interest Income	1,095	325	500
Transfer from General Fund	0	0	53,684
<b>Total Revenue</b>	1,425,921	1,429,059	1,228,131
<b>Total Revenues &amp; Resources</b>	1,772,904	1,748,213	1,486,593
<b>EXPENDITURES</b>			
Principal	1,001,047	1,073,767	853,744
Interest	393,634	410,049	347,387
Agent Fees	9,428	5,800	7,000
Other Debt Issuance Cost	750	135	0
OR- Capital Outlay	15,438	0	0
Capital Lease Payments	33,455	0	20,000
<b>Total Expenditures</b>	1,453,751	1,489,751	1,228,131
Revenue Over/(Under) Expenditures	(27,829)	(60,692)	0
<b>Ending Fund Balance</b>	<b>\$ 319,154</b>	<b>\$ 258,462</b>	<b>\$ 258,462</b>

**All Debt Payments 2009/10**

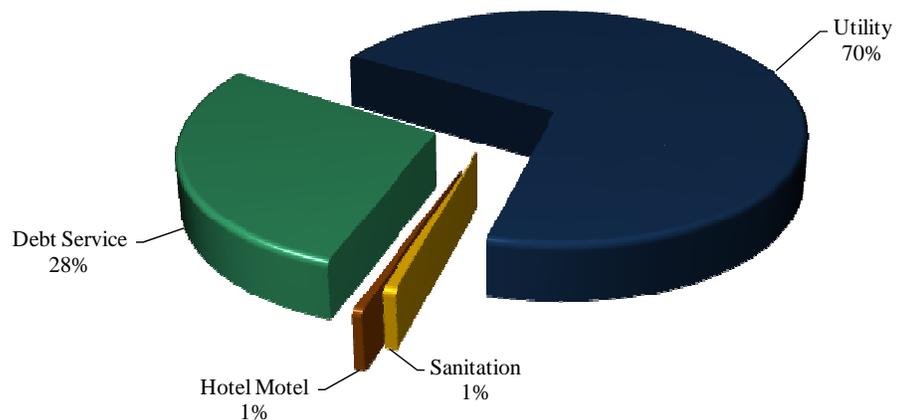
Debt Service	1,201,132	33%
Utility	2,433,539	66%
Sanitation	20,547	1%
Hotel Motel	34,474	1%
	<u>\$ 3,689,692.00</u>	



**Debt Graphs**

**All Debt Outstanding as of 9/30/10**

Debt Service	8,057,669
Utility	20,082,311
Sanitation	204,160
Hotel Motel	156,860
	<u>\$ 28,501,000</u>





**G. O. LONG-TERM DEBT OVERVIEW**

The City of Alvin has no statutory debt limit. However, in the State of Texas, General Obligation bonds must be approved in an election with the majority of the votes cast being in favor of the issuance of bonds.

As of September 30, 2009, the following long-term debt issues are:

<b>Debt Issue</b>	<b>Principal Balance</b>
<b><u>General Obligation Bonds</u></b>	
Series 1998, General Obligation Refunding Bonds	80,771
Series 2002, General Obligation Bonds	2,820,000
Series 2002A, General Obligation Refunding Bonds	630,597
Series 2003, General Obligation Refunding Bonds	1,296,945
<b>Bonds</b>	<b><u>\$ 4,828,313</u></b>
<b><u>Certificates of Obligation</u></b>	
Series 2000, Contractual Obligations	175,000
Series 2006A, Certificate of Obligations	1,325,000
Series 2006C, Certificate of Obligations	1,175,000
Series 2008A, Tax & Revenue CO's	675,000
<b>Certificates of Obligation</b>	<b><u>\$ 3,350,000</u></b>
<b><u>Tax Notes</u></b>	
Series 2005, Tax Notes	113,100
Series 2007, Tax Notes	620,000
<b>Tax Notes</b>	<b><u>\$ 733,100</u></b>
<b>Total General Long-Term Debt</b>	<b><u>\$ 8,911,413</u></b>



**G. O. LONG-TERM DEBT REQUIREMENT**

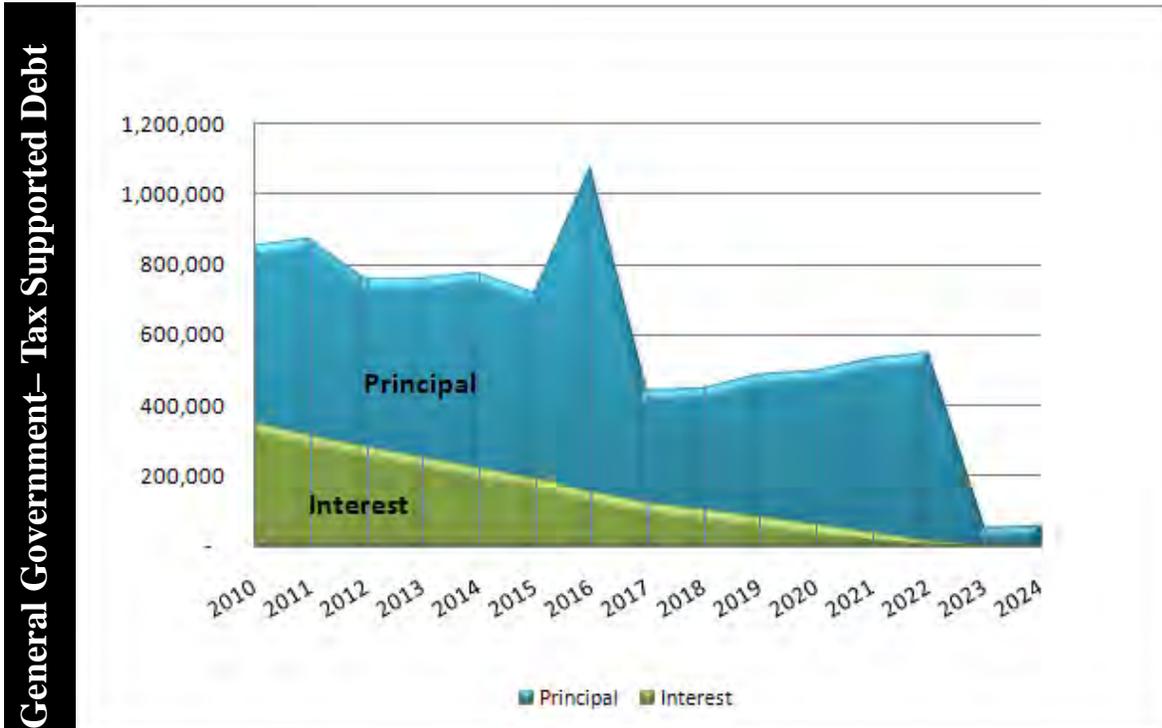
<b>DEBT ISSUED</b>	<b>BALANCE OUTSTANDING 09/30/09</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL REQUIRED</b>
Series 1998, General Obligation Refunding Bonds	80,771	18,482	3,185	21,667
Series 2002 General Obligation Bonds	2,820,000	120,000	126,723	246,723
G.O Refunding Bonds, Series 2002A	630,597	283,877	16,170	300,047
Series 2003, General Obligation Refunding Bonds	1,296,945	12,285	45,562	57,847
Series 2000, Certificates of Obligation	175,000	85,000	6,736	91,736
Series 2006A, Certificates of Obligation	1,325,000	80,000	51,655	131,655
Series 2006C, Certificates of Obligation	1,175,000	70,000	45,825	115,825
Series 2008A, Tax & Revenue Certificates of Obligation	675,000	35,000	25,577	60,577
Series 2005, Tax Notes	113,100	35,100	3,491	38,591
Series 2007, Tax Notes	620,000	114,000	22,464	136,464
<b>TOTAL</b>	<b>\$ 8,911,413</b>	<b>\$ 853,744</b>	<b>\$ 347,388</b>	<b>\$ 1,201,132</b>



### Debt Service Fund

Amortization Schedule- Grand Total of All Debt

	Fiscal Year	Principal	Interest	Annual Debt Service
2010	2009/2010	853,744	347,388	1,201,132
2011	2010/2011	874,679	312,471	1,187,150
2012	2011/2012	761,504	280,581	1,042,085
2013	2021/2013	761,243	251,609	1,012,852
2014	2013/2014	777,684	221,857	999,541
2015	2014/2015	720,965	192,253	913,218
2016	2015/2016	1,076,595	155,281	1,231,876
2017	2016/2017	445,000	123,392	568,392
2018	2017/2018	450,000	104,441	554,441
2019	2018/2019	490,000	84,306	574,306
2020	2019/2020	500,000	62,930	562,930
2021	2020/2021	535,000	40,387	575,387
2022	2021/2022	550,000	16,566	566,566
2023	2022/2023	55,000	3,404	58,404
2024	2023/2024	60,000	1,167	61,167
<b>Grand Total</b>		<b>\$ 8,911,413</b>	<b>\$ 2,198,033</b>	<b>\$ 11,109,446</b>





## Debt Service Fund

### *City of Alvin, Series 1998, General Obligation Refunding Bonds*

Date of Issuance: 10/1/2002

Original Issue: \$3,710,000 (13.69% Debt Service, 86.31% Enterprise Debt)

Interest Rate: 4.15% - 4.50%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	18,482	3,185	21,667
2010/2011	19,851	2,346	22,197
2011/2012	20,535	1,448	21,983
2012/2013	21,904	493	22,397
<b>Total</b>	<b>\$ 80,771</b>	<b>\$ 7,472</b>	<b>\$ 88,243</b>



## Debt Service Fund

*City of Alvin, Series 2002, General Obligation Bonds*

Date of Issuance: 12/1/2002

Original Issue: \$3,150,000

Interest Rate: 6.10% - 4.80%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	120,000	126,723	246,723
2010/2011	125,000	119,938	244,938
2011/2012	125,000	114,250	239,250
2012/2013	150,000	108,613	258,613
2013/2014	150,000	102,313	252,313
2014/2015	250,000	93,588	343,588
2015/2016	550,000	75,713	625,713
2016/2017	200,000	58,838	258,838
2017/2018	200,000	49,738	249,738
2018/2019	225,000	39,850	264,850
2019/2020	225,000	29,219	254,219
2020/2021	250,000	17,938	267,938
2021/2022	250,000	6,000	256,000
<b>Total</b>	<b>\$ 2,820,000</b>	<b>\$ 942,721</b>	<b>\$ 3,762,721</b>



## Debt Service Fund

### *City of Alvin, Series 2002A, General Obligation Refunding Bonds*

Date of Issuance: 12/1/2002

Original Issue: \$6,425,000 (43.34% Debt Service, 54.93% Utility Fund, 1.73% Sanitation)

Interest Rate: 3.00% - 4.00%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	283,877	16,170	300,047
2010/2011	279,543	7,122	286,665
2011/2012	36,839	1,846	38,685
2012/2013	15,169	895	16,064
2013/2014	15,169	303	15,472
<b>Total</b>	<b>\$ 630,597</b>	<b>\$ 26,336</b>	<b>\$ 656,933</b>



### Debt Service Fund

**City of Alvin, Series 2003, General Obligation Refunding Bonds**

Date of Issuance: 11/1/2003

Original Issue: \$3,845,000 (35.10% Debt Service, 59.70% Utility Fund, 5.20% Sanitation)

Interest Rate: 2.00% - 3.75%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	12,285	45,562	57,847
2010/2011	12,285	45,191	57,476
2011/2012	221,130	41,404	262,534
2012/2013	235,170	33,813	268,983
2013/2014	268,515	25,049	293,564
2014/2015	250,965	15,702	266,667
2015/2016	296,595	5,561	302,156
<b>Total</b>	<b>\$ 1,296,945</b>	<b>\$ 212,282</b>	<b>\$ 1,509,227</b>



## Debt Service Fund

*City of Alvin, Series 2000, Contractual Obligation*

Date of Issuance: 10/1/2002

Original Issue: \$610,000

Interest Rate: 4.70% - 5.10%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	85,000	6,736	91,736
2010/2011	90,000	2,295	92,295
<b>Total</b>	<b>\$ 175,000</b>	<b>\$ 9,031</b>	<b>\$ 184,031</b>



### Debt Service Fund

*City of Alvin, Series 2006A, Certificates of Obligation*

Date of Issuance: 9/19/2006

Original Issue: \$1,475,000

Interest Rate: 4.00% - 4.10%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	80,000	51,655	131,655
2010/2011	80,000	48,455	128,455
2011/2012	85,000	45,155	130,155
2012/2013	90,000	41,655	131,655
2013/2014	90,000	38,055	128,055
2014/2015	95,000	34,355	129,355
2015/2016	100,000	30,455	130,455
2016/2017	105,000	26,355	131,355
2017/2018	110,000	22,055	132,055
2018/2019	115,000	17,555	132,555
2019/2020	120,000	12,855	132,855
2020/2021	125,000	7,893	132,893
2021/2022	130,000	2,665	132,665
<b>Total</b>	<b>\$ 1,325,000</b>	<b>\$ 379,163</b>	<b>\$ 1,704,163</b>



### Debt Service Fund

*City of Alvin, Series 2006C, Certificates of Obligation*

Date of Issuance: 9/1/2006

Original Issue: \$1,305,000

Interest Rate: 4.00% - 4.10%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	70,000	45,825	115,825
2010/2011	75,000	42,925	117,925
2011/2012	75,000	39,925	114,925
2012/2013	80,000	36,825	116,825
2013/2014	80,000	33,625	113,625
2014/2015	85,000	30,325	115,325
2015/2016	90,000	26,825	116,825
2016/2017	95,000	23,125	118,125
2017/2018	95,000	19,325	114,325
2018/2019	100,000	15,425	115,425
2019/2020	105,000	11,325	116,325
2020/2021	110,000	6,970	116,970
2021/2022	115,000	2,358	117,358
<b>Total</b>	<b>\$ 1,175,000</b>	<b>\$ 334,803</b>	<b>\$ 1,509,803</b>



### Debt Service Fund

*City of Alvin, Series 2008A, Tax & Revenue Certificates of Obligation*

Date of Issuance: 6/17/2008

Original Issue: \$675,000

Interest Rate: 3.89% - 3.89%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	35,000	25,577	60,577
2010/2011	35,000	24,215	59,215
2011/2012	35,000	22,854	57,854
2012/2013	40,000	21,395	61,395
2013/2014	40,000	19,839	59,839
2014/2015	40,000	18,283	58,283
2015/2016	40,000	16,727	56,727
2016/2017	45,000	15,074	60,074
2017/2018	45,000	13,323	58,323
2018/2019	50,000	11,476	61,476
2019/2020	50,000	9,531	59,531
2020/2021	50,000	7,586	57,586
2021/2022	55,000	5,543	60,543
2022/2023	55,000	3,404	58,404
2023/2024	60,000	1,167	61,167
<b>Total</b>	<b>\$ 675,000</b>	<b>\$ 215,993</b>	<b>\$ 890,993</b>



## Debt Service Fund

*City of Alvin, Series 2005, Tax Notes*

Date of Issuance: 9/29/2005

Original Issue: \$610,000 (78% Debt Service, 22 % Enterprise Debt)

Interest Rate: 3.00% - 3.75%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	35,100	3,491	38,591
2010/2011	39,000	2,169	41,169
2011/2012	39,000	731	39,731
<b>Total</b>	<b>\$ 113,100</b>	<b>\$ 6,391</b>	<b>\$ 119,491</b>



## Debt Service Fund

*City of Alvin, Series 2007, Tax Notes*

Date of Issuance: 3/1/2007

Original Issue: \$835,000

Interest Rate: 3.99% - 3.99%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	114,000	22,464	136,464
2010/2011	119,000	17,815	136,815
2011/2012	124,000	12,968	136,968
2012/2013	129,000	7,920	136,920
2013/2014	134,000	2,673	136,673
<b>Total</b>	<b>\$ 620,000</b>	<b>\$ 63,840</b>	<b>\$ 683,840</b>



## ***Permanent Fund***

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*The Permanent Fund is used to account for the handling and maintaining of the City's Cemetery.*



**511- PERMANENT FUND  
OAK PARK CEMETERY  
FUND BALANCE SUMMARY**

<b>DESCRIPTION</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/2010</b>
<b>Beginning Balance:</b>	\$ 447,964	\$ 447,040	\$ 447,040	\$ 433,148
<b>Revenue</b>				
Sale of Cemetery Lots	26,204	40,000	28,500	30,000
Staking/Flagging Fee	1,850	2,500	2,050	2,500
Interest Income	14,653	13,000	4,200	7,000
Intragovernmental	0	0	0	22,301
<b>Total Revenue</b>	42,707	55,500	34,750	61,801
<b>Total Revenues &amp; Resources</b>	490,671	502,540	481,790	494,949
<b>Expenditures</b>				
Operating Expenses	18,448	24,500	18,000	20,000
Transfer to General Fund	25,183	30,642	30,642	35,493
<b>Total Expenditures</b>	43,631	55,142	48,642	55,493
Excess (Deficiency) of total revenue and resources over expenditures	(924)	358	(13,892)	6,308
<b>Ending Balance</b>	\$ 447,040	\$ 447,398	\$ 433,148	\$ 439,456



**OAK PARK CEMETERY FUND  
STATEMENT OF CASH FLOW**

	<b>Actual 2007/08</b>	<b>Estimated 2008/09</b>	<b>Budget 2009/10</b>
<b>Cash and Investments - Beginning of Year</b>	\$ 447,963	\$ 447,040	\$ 458,416
Cash Receipts			
Collection Fees	28,054	55,674	32,500
Other revenues	14,654	3,628	29,301
<b>Total Cash Receipts</b>	<u>42,708</u>	<u>59,302</u>	<u>61,801</u>
<b>Total Cash Available</b>	<u>490,671</u>	<u>506,342</u>	<u>520,217</u>
Cash disbursements			
Expenditures excluding depreciation	18,448	19,117	20,000
Transfer to General Fund	25,183	28,809	35,493
<b>Total Cash Disbursements</b>	<u>43,631</u>	<u>47,926</u>	<u>55,493</u>
<b>Estimated Cash - End of Year</b>	<u>\$ 447,040</u>	<u>\$ 458,416</u>	<u>\$ 464,724</u>





## ***Enterprise Funds***

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*The Enterprise Funds are proprietary funds used to account for operations that are financed and operated in a manner similar to private business enterprises– where the intent of the government’s council is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the government’s council has decided that periodic determination of net income is appropriate for accountability purposes.*

*The **Utility Fund** is used to account for operations of the public utilities (water and sewer) services of the City.*

*The **Sanitation Fund** is used to account for operations of the solid waste collection and disposal services for residents of the City.*

*The **Emergency Medical Services Fund** is used to account for operations of the emergency medical services for residents of Alvin and the surrounding area.*



**UTILITY FUND  
BUDGET SUMMARY**

Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Beginning Balance</b>	\$ 2,445,784	\$ 2,154,940	\$ 2,154,940	\$ 2,108,253
<b>REVENUES</b>				
Grants	6,606	68,000	0	0
Water	2,797,612	2,720,123	2,970,517	2,985,369
Tapping Fee- Water	1,150	1,000	700	1,000
Fire Hydrant Rentals	1,619	1,500	1,500	1,500
Sale of Water Meters	27,855	8,000	23,500	25,000
BCGCD Passthrough Fees	32,680	28,000	28,947	28,000
TCEQ Permit Fee	0	0	0	38,400
Sewer	2,893,578	3,012,259	3,000,316	3,015,318
Tapping Fee- Sewer	700	500	500	500
Investment Earnings	340,468	260,800	146,798	179,000
Contribution of Capital Assets	771,746	0	0	0
Transfer from Sanitation	100,000	62,771	62,771	64,403
Other Incomes	216,864	48,529	66,900	59,500
<b>Total Revenues</b>	<b>7,190,876</b>	<b>6,211,482</b>	<b>6,302,449</b>	<b>6,397,990</b>
<b>Total Revenue and Resources</b>	<b>9,636,660</b>	<b>8,366,422</b>	<b>8,457,389</b>	<b>8,506,243</b>
<b>EXPENDITURES</b>				
Water	756,071	863,482	842,629	973,352
Sewer	606,992	717,661	674,912	819,181
Wastewater Treatment Plant	1,078,243	1,194,446	1,059,141	977,480
Administration	161,592	222,163	217,104	208,966
Billing & Collection	208,508	244,373	236,240	222,214
Public Services Facility	77,263	140,067	133,119	95,171
Other Requirements	4,593,052	2,768,319	3,185,991	3,075,587
<b>Total Expenditures</b>	<b>7,481,721</b>	<b>6,150,511</b>	<b>6,349,136</b>	<b>6,371,951</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>(290,844)</b>	<b>60,971</b>	<b>(46,687)</b>	<b>26,039</b>
<b>Ending Balance</b>	<b>\$ 2,154,940</b>	<b>\$ 2,215,911</b>	<b>\$ 2,108,253</b>	<b>\$ 2,134,292</b>



**211 - UTILITY FUND  
REVENUE DETAIL**

Account	Description	Actual 2007/08	Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Grants</b>					
0000-00-0683	Grant Proceeds - FEMA	6,606	68,000	0	0
	<b>Total Grants</b>	<b>6,606</b>	<b>68,000</b>	<b>0</b>	<b>0</b>
<b>Charges for Service</b>					
0000-00-0712	Water Revenue	2,797,612	2,720,123	2,970,517	2,985,369
0000-00-0713	Tapping Fee- Water	1,150	1,000	700	1,000
0000-00-0714	Fire Hydrant Rental	1,619	1,500	1,500	1,500
0000-00-0715	Sales of Water Meters	27,855	8,000	23,500	25,000
0000-00-0716	BCGCD Passthrough Fees	32,680	28,000	28,947	28,000
0000-00-0717	Sewer Revenue	2,893,578	3,012,259	3,000,316	3,015,318
0000-00-0718	Tapping Fee- Sewer	700	500	500	500
0000-00-0730	TCEQ Permit Fees	0	0	0	38,400
	<b>Total Charges for Service</b>	<b>5,755,193</b>	<b>5,771,382</b>	<b>6,025,980</b>	<b>6,095,087</b>
<b>Investment Earnings</b>					
0000-00-0800	Interest Income	78,401	100,000	10,850	20,000
0000-00-0802	Penalty - Water	55,305	40,000	51,000	52,000
0000-00-0803	Penalty - Sewer	59,511	50,000	57,000	60,000
0000-00-0804	Interest Earned- Fund 231	16,136	20,000	3,484	8,000
0000-00-0805	Interest Earned- Fund 232	125,041	50,000	21,634	35,000
0000-00-0806	Interest Earned- TWDB Bonds	6,074	800	2,830	4,000
	<b>Total Investment Earnings</b>	<b>340,468</b>	<b>260,800</b>	<b>146,798</b>	<b>179,000</b>
<b>Intragovernmental</b>					
0000-00-0833	Transfer from Sanitation Fund	100,000	62,771	62,771	64,403
0000-00-0844	Contribution of Capital Assets	771,746	0	0	0
	<b>Total Intragovernmental</b>	<b>871,746</b>	<b>62,771</b>	<b>62,771</b>	<b>64,403</b>
<b>Other Incomes</b>					
0000-00-0910	Insurance Claim Recovery	157,196	17,529	0	0
0000-00-0915	Return Check Fee	4,090	4,000	3,000	4,000
0000-00-0918	Miscellaneous Income	11,511	5,000	22,216	13,000
0000-00-0919	Reconnect Fee	26,472	18,000	26,000	27,000
0000-00-0920	Cleaning Fee	3,691	4,000	3,200	3,500
0000-00-0921	Sludge Disposal	13,904	0	12,484	12,000
	<b>Total Other Collections</b>	<b>216,865</b>	<b>48,529</b>	<b>66,900</b>	<b>59,500</b>
	<b>Total Revenues</b>	<b>\$7,190,876</b>	<b>\$6,211,482</b>	<b>\$6,302,449</b>	<b>\$6,397,990</b>



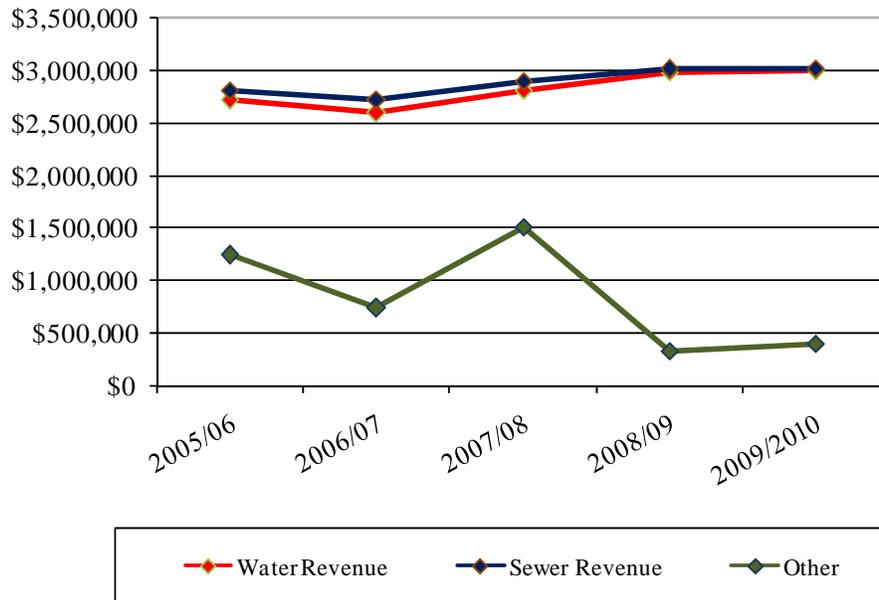
**UTILITY FUND  
ESTIMATED CASH FLOW**

	<b>ACTUAL 2007-08</b>	<b>ESTIMATED 2008-09</b>	<b>BUDGET 2009-10</b>
<b>Receipts</b>			
Water and Sewer	\$ 4,701,887	\$ 6,547,000	\$ 6,095,087
Other revenues	557,332	276,814	238,500
Transfer In	871,746	62,771	64,403
<b>Total receipts</b>	<b>6,130,965</b>	<b>6,886,585</b>	<b>6,397,990</b>
<b>Disbursements</b>			
Expenditures excluding depreciation	(3,606,737)	(3,988,475)	(3,550,787)
Transfer Out	(2,274,794)	(357,238)	(374,502)
Capital Improvements-Water/Sewer	0	0	0
<b>Total disbursements</b>	<b>(5,881,531)</b>	<b>(4,345,713)</b>	<b>(3,925,289)</b>
Net Operating Income	249,434	2,540,872	2,472,701
<b>Debt Payments</b>	<b>(2,249,722)</b>	<b>(2,573,580)</b>	<b>(2,446,662)</b>
<b>Net Operating Income less debt payments</b>	<b>(2,000,288)</b>	<b>(32,709)</b>	<b>26,039</b>
<b>Back out unspent portion of TWDB drawdown</b>		<b>0</b>	<b>0</b>
<b>Cash and Investments-beginning of year</b>	<b>2,283,873</b>	<b>283,585</b>	<b>250,876</b>
<b>Cash and Investments-end of year</b>	<b>\$ 283,585</b>	<b>\$ 250,876</b>	<b>\$ 276,915</b>
<b>IMPACT FEES</b>			
<b>Cash and Investments-beginning of year</b>	<b>\$ 426,343</b>	<b>\$ 724,571</b>	<b>\$ 914,878</b>
Impact Fees Revenue	298,228	190,308	116,500
Impact Fees Transfer Out	0	0	
<b>Cast and Investments-end of year</b>	<b>\$ 724,571</b>	<b>\$ 914,878</b>	<b>\$ 1,031,378</b>
<b>TWDB Cash-beginning of year</b>	<b>716,691</b>	<b>722,764</b>	<b>144</b>
Capital Improvements-TWDB financed	0	0	0
Unspent portion of TWDB drawdown		(725,275)	(144)
Interest	6,073	2,655	0
<b>TWDB Cash-end of year</b>	<b>\$ 722,764</b>	<b>\$ 144</b>	<b>\$ (0)</b>

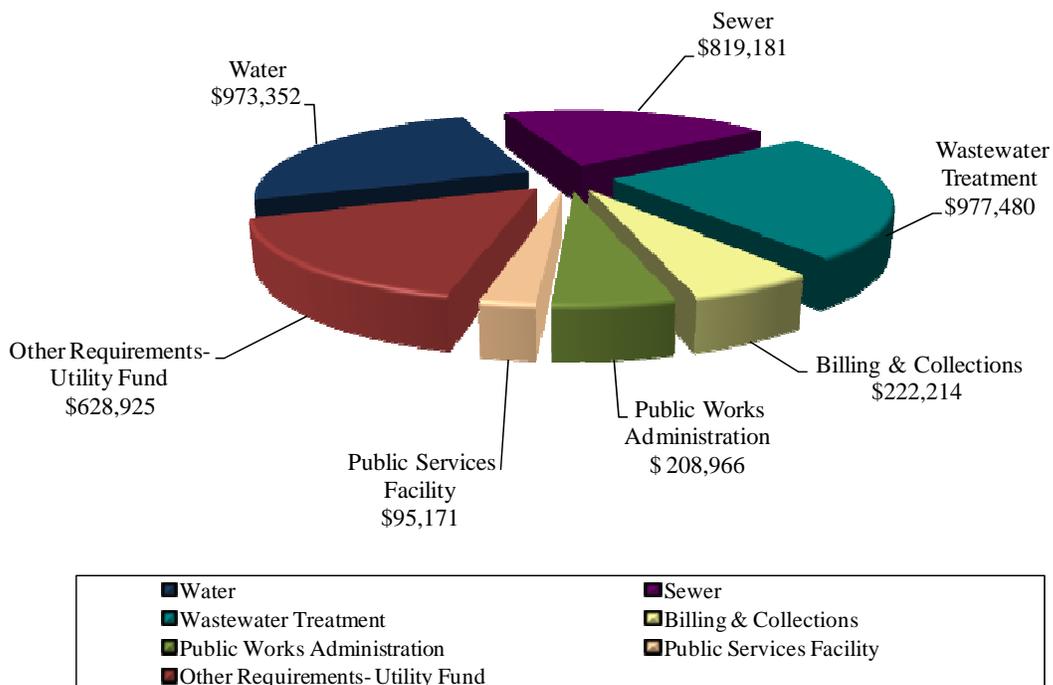


### UTILITY FUND REVENUE TRENDS

Revenue	Actual 2005/06	Actual 2006/07	Actual 2007/008	Forecast 2008/09	Budget 2009/10
Water Revenue	2,709,184	2,586,364	2,797,612	2,970,517	2,985,369
Sewer Revenue	2,801,306	2,710,662	2,893,578	3,000,316	3,015,318
Other	1,236,551	733,273	1,499,686	331,616	397,303
	6,747,041	6,030,299	7,190,876	6,302,449	6,397,990

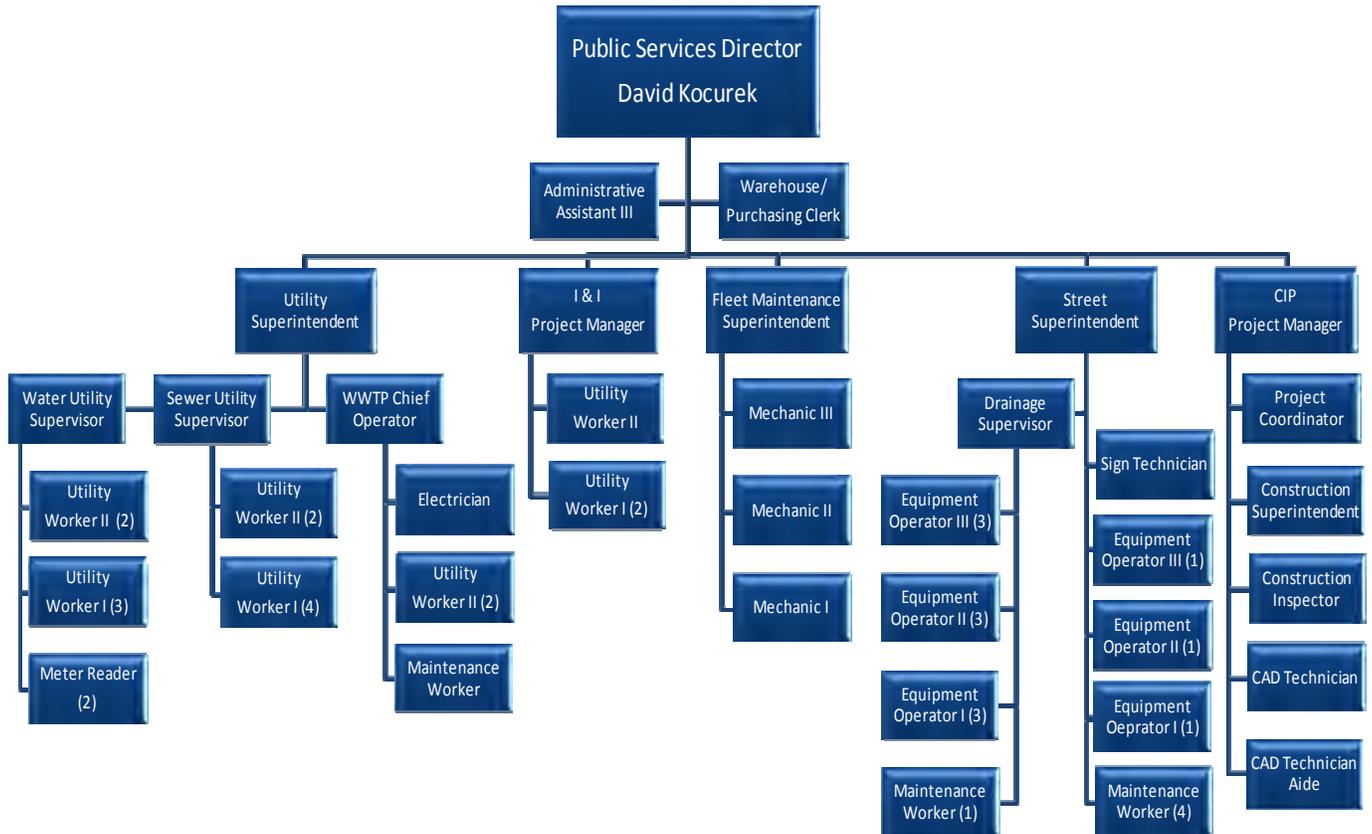


### FY 2009/10 Estimated Expenditures by Function





## Public Services Department Organizational Chart





## ***Public Services Department***

The department's mission is to provide potable and palatable water, wastewater services, and prompt, courteous service for the residents, businesses, and visitors of Alvin. The department staff is responsible for improving and maintaining more than 135 miles of water distribution mains and sewer collection lines, 890 fire hydrants, 40 lift stations, 7 water treatment facilities, a wastewater treatment plant, and performing other line extension and miscellaneous projects.

### **Accomplishments for FY 2008-09**

Cleaned and televised 15,000 feet of sewer collection lines.

Completed construction of North Side Elevated Water Tower.

Rebuild two distribution pumps at well 4 pump station.

Changed pump isolation valves (8) and rebuild check valves (4) at well 6 distribution plant.

Installed automatic transfer switch at well 6

Cleaned five Groundwater Storage Tanks and two Elevated Storage Tanks.

Rebuild well 7 motor

Replace well 4 motor and starter

Began construction of Wastewater Treatment Plant Optimization (Phase I).

Switched Well# 3, and 4 to Chlorine gas to help eliminate water odor, taste and stains.

Ran performance production tests on all wells

Responded to 356 sewer backups, and 87 water quality concerns.

### **Objectives for FY 2009-10**

Clean and Televiser 20,000 feet (5-10%) of sewer main.

Continue eliminating Inflow & Infiltration of water into the sewer system (I&I) with a target of no overflows at manholes during a two-year event.

Complete construction of Wastewater Treatment Plant Optimization (Phase I).



## ***Public Services Department***

Replace one distribution pump and rebuild one distribution pump at well6 pump station, blast prime, and paint all pumps.

Rebuild one distribution pump, replace pump bases, paint pumps and building at well 3 pump station

Continue inspecting and performing maintenance and repairs to lift stations to meet design specifications.

Replace two Return Activated Sludge Pump VFD's at WWTP.

Switch Well# 8 to Chlorine gas to help eliminate water odor, taste and stains.

Replace 5,000 lf of sewer main by pipe bursting with City utility crews.

Install 30 access chambers or manholes at intersecting sewer lines.

Initiate fire hydrant maintenance and testing program.

Install sewer main on Victory between N Gordon and Bypass 35

Reduce reported sewer blockages from 25 calls per month to 10 calls by televising the line location and repairing defects.



## Public Services Department

Category	Amended Budget 2008/09	Budget 2009/10
Water	863,482	973,352
Sewer	717,661	819,181
Wastewater Treatment Plant	1,194,446	977,480
Administration	222,163	208,966
Public Services Facility	140,067	95,171
Other Requirements	2,768,319	3,075,587
<b>Total</b>	\$ 5,906,138	\$ 6,149,737

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 7,273,213	\$ 5,906,138	\$ 6,112,896	\$ 6,149,737
% of City's Operating Total	33.05%	22.87%	23.67%	23.72%
Full Time Staffing Equivalent	28	28	28	28

### Financial Highlights

FY 2009/2010 budget reflects an overall increase. A re-organization of the Public Works Department was approved by Council 2/19/2009, creating changes to Personnel Services. Schedule of Personnel for each program denotes changes due to the re-organization.



## Water Program

Category	Amended Budget 2008/09	Budget 2009/10
1000 Personnel Services	\$ 230,072	\$ 252,300
2000 Materials and Supplies	207,331	250,925
3000 Contractual Services	411,716	455,127
4000 Capital Outlay	14,363	15,000
<b>Total</b>	<b>\$ 863,482</b>	<b>\$ 973,352</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Utility Supervisor	10	0.5	0
* Utility Supervisor	10	0	1
Utility Worker II	8	2	2
Utility Worker I	6	3	3
Meter Reader	5	2	2
<b>Total</b>		<b>7.5</b>	<b>8</b>

*\* On February 19, 2009 Council approved a re-organization of the Public Works Division. Prior to the re-organization, only one Utility Supervisor position existed (salary was split; 50% Water program and 50% Sewer program). The re-organization created an additional Utility Supervisor, allowing for a Utility Supervisor in the Water Program and a Utility Supervisor in the Sewer program.*



**211 - Utility Fund/Water Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
6001-00-1001	Salaries	147,473	169,047	180,730	188,386
6001-00-1005	Overtime	13,964	20,000	13,500	17,000
6001-00-1006	Longevity	894	1,468	886	1,445
6001-00-1009	TMRS	17,971	23,446	23,589	27,855
6001-00-1011	Social Security	12,333	14,655	14,089	15,950
6001-00-1016	Certification & Education	354	1,456	650	1,664
	<b>Total Personnel</b>	<b>192,989</b>	<b>230,072</b>	<b>233,444</b>	<b>252,300</b>
<b>Supplies</b>					
6001-00-2125	Miscellaneous Supplies	15,839	17,100	15,741	18,600
6001-00-2250	Uniform & Apparel	427	500	500	500
6001-00-2300	Vehicle & Equipment Supplies	18,239	1,500	100	1,200
6001-00-2301	Motor Vehicle Fuel	0	12,031	15,153	16,625
6001-00-2350	Safety Equipment	2,025	1,700	2,000	2,000
6001-00-2425	Chemicals & Insecticide	40,169	90,200	95,000	95,000
6001-00-2475	Water Meter & Parts	37,030	35,000	32,200	43,000
6001-00-2500	Water/Sewer Main Repair Supplies	48,282	46,800	35,000	52,000
6001-00-2525	W/S Machinery & Equipment	2,876	2,500	2,900	22,000
	<b>Total Supplies</b>	<b>164,887</b>	<b>207,331</b>	<b>198,594</b>	<b>250,925</b>
<b>Contractual Services</b>					
6001-00-3100	Contract Services	1,400	14,350	14,500	16,000
6001-00-3170	Professional Development	577	2,000	1,500	1,500
6001-00-3180	Dues & Memberships	180	700	500	800
6001-00-3190	Communications	1,593	2,500	2,474	2,502
6001-00-3200	Utilities	243,702	231,511	228,617	235,000
6001-00-3260	Machinery & Equipment Maint	38,263	15,237	12,700	58,500
6001-00-3270	Building/Grounds Maint	9,548	39,750	39,070	11,600
6001-00-3320	Uniform Rental	2,478	4,500	4,000	4,500
6001-00-3470	Regulatory Inspection Fees	4,352	5,000	5,000	14,000
6001-00-3480	Lab Testing Fees	8,771	10,000	8,500	10,000
6001-00-3490	BCGCD Water Fees	25,927	28,000	22,000	28,000
6001-00-3510	Vehicle Repairs	1,144	3,000	2,200	3,000
6001-00-3540	Vehicle Maintenance Fees	46,050	42,950	42,950	55,190
6001-00-3550	Vehicle Replacement Accrual	13,527	12,218	12,218	14,535
	<b>Total Services</b>	<b>397,513</b>	<b>411,716</b>	<b>396,229</b>	<b>455,127</b>
<b>Capital Outlay</b>					
6001-00-4150	Machinery & Equipment	0	14,363	14,362	15,000
6001-00-4308	Rec Center Sewer Project	681	0	0	0
	<b>Total Capital Outlay</b>	<b>681</b>	<b>14,363</b>	<b>14,362</b>	<b>15,000</b>
<b>Water</b>		<b>\$ 756,071</b>	<b>\$ 863,482</b>	<b>\$ 842,629</b>	<b>\$ 973,352</b>



## Sewer Program

Category	Amended Budget 2008/09	Budget 2009/10
1000 Personnel Services	\$ 381,189	\$ 431,256
2000 Materials and Supplies	101,908	123,850
3000 Contractual Services	226,564	264,075
4000 Capital Outlay	8,000	0
<b>Total</b>	<b>\$ 717,661</b>	<b>\$ 819,181</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Project Manager (I&I)	II	1	1
Utility Supervisor	10	0.5	0
* Utility Supervisor	10	0	1
Utility Worker II	8	2	3
* Utility Worker I	6	6	6
<b>Total</b>		<b>9.5</b>	<b>11</b>

*\* On February 19, 2009 Council approved a re-organization of the Public Works Division. Prior to the re-organization, only one Utility Supervisor position existed (salary was split; 50% Water program and 50% Sewer program). The re-organization created an additional Utility Supervisor, allowing for a Utility Supervisor in the Water Program and a Utility Supervisor in the Sewer Program. Also approved was the reclassification of a Lift Station/Plant Operator from the WWTP Program to a Utility Worker II in the Sewer Program.*



**211 - Utility Fund/Sewer Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
6002-00-1001	Salaries	254,701	287,620	274,455	330,429
6002-00-1005	Overtime	29,076	25,000	25,000	20,000
6002-00-1006	Longevity	2,180	2,793	2,307	3,352
6002-00-1009	TMRS	33,267	39,103	33,985	47,612
6002-00-1011	Social Security	21,509	24,281	20,977	27,263
6002-00-1016	Certification & Education	1,433	2,392	1,636	2,600
	<b>Total Personnel</b>	<b>342,165</b>	<b>381,189</b>	<b>358,360</b>	<b>431,256</b>
<b>Supplies</b>					
6002-00-2125	Miscellaneous Supplies	26,637	14,000	16,600	23,000
6002-00-2250	Uniform & Apparel	374	600	550	600
6002-00-2300	Vehicle Equipment Supplies	21,489	0	0	0
6002-00-2301	Motor Vehicle Fuel	0	12,308	11,133	12,250
6002-00-2350	Safety Equipment	2,803	1,500	1,500	1,500
6002-00-2425	Chemicals & Insecticide	4,835	6,000	4,000	6,000
6002-00-2500	Water/Sewer Main Repair Supplies	34,734	43,000	35,000	50,000
6002-00-2525	W/S Machinery & Equipment	15,973	18,000	20,000	30,000
6002-00-2550	Welding Supplies	154	500	300	500
	<b>Total Supplies</b>	<b>106,998</b>	<b>95,908</b>	<b>89,083</b>	<b>123,850</b>
<b>Contractual Services</b>					
6002-00-3170	Professional Development	745	2,600	2,000	2,400
6002-00-3180	Dues & Memberships	300	1,000	800	800
6002-00-3190	Communications	5,871	6,466	6,642	6,909
6002-00-3200	Utilities	82,267	82,526	90,088	92,000
6002-00-3260	Machinery & Equipment Maint	(13,686)	49,900	35,628	57,000
6002-00-3270	Building/Grounds Maint	9,840	13,675	11,300	8,375
6002-00-3320	Uniform Rental	1,891	4,500	2,500	4,500
6002-00-3480	Lab Testing Fees	0	0	60	0
6002-00-3510	Vehicle Repairs	784	1,300	1,000	1,300
6002-00-3540	Vehicle Maintenance Fees	56,400	55,222	55,222	71,396
6002-00-3550	Vehicle Replacement Accrual	13,417	14,375	14,375	19,395
	<b>Total Services</b>	<b>157,829</b>	<b>231,564</b>	<b>219,615</b>	<b>264,075</b>
<b>Capital Outlay</b>					
6002-00-4150	Machinery & Equipment	0	8000	7,913	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>8,000</b>	<b>7,913</b>	<b>0</b>
	<b>Sewer</b>	<b>\$ 606,992</b>	<b>\$ 716,661</b>	<b>\$ 674,972</b>	<b>\$ 819,181</b>



## Wastewater Treatment Plant Program

Category	Amended Budget 2008/09	Budget 2009/10
1000 Personnel Services	\$ 375,567	\$ 281,855
2000 Materials and Supplies	204,804	198,950
3000 Contractual Services	614,075	496,675
<b>Total</b>	<b>\$ 1,194,446</b>	<b>\$ 977,480</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
* Utility Plant Superintendent	III	1	0
WWTP Chief Operator	9	1	0
* WWTP Chief Operator	10	0	1
* Lift Station Water Plant Operator	8	4	0
* Utility Worker II	8	0	2
Electrician	12	1	1
Maintenance Worker	4	0	1
<b>Total</b>		<b>7</b>	<b>5</b>

\* On February 19, 2009 Council approved a re-organization of the Public Works Division, eliminating the position of the Utility Plant Superintendent, reclassifying the WWTP Chief Operator from NE PG9 to NE PG10, re-titling the Lift Station Water Plant Operator to Utility Worker II, and moving one Utility Worker II to the Sewer Program.



**211 - Utility Fund/Waste Water Treatment Plant Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
6003-00-1001	Salaries	273,373	289,172	237,031	210,683
6003-00-1005	Overtime	32,079	15,000	17,306	15,000
6003-00-1006	Longevity	4,533	5,343	3,792	5,156
6003-00-1009	TMRS	33,161	38,343	30,740	31,118
6003-00-1011	Social Security	23,428	23,965	18,993	17,818
6003-00-1016	Certification & Education	3,667	3,744	3,456	2,080
	<b>Total Personnel</b>	<b>370,241</b>	<b>375,567</b>	<b>311,318</b>	<b>281,855</b>
<b>Supplies</b>					
6003-00-2125	Miscellaneous Supplies	9,679	15,300	11,300	16,300
6003-00-2175	Janitorial Supplies	552	700	526	700
6003-00-2225	Medical Supplies	0	100	150	400
6003-00-2250	Uniform & Apparel	595	750	750	750
6003-00-2300	Vehicle & Equipment Supplies	21,590	2,500	500	0
6003-00-2301	Motor Vehicle Fuel	0	10,904	10,500	13,000
6003-00-2350	Safety Equipment	713	600	900	1,000
6003-00-2425	Chemicals & Insecticide	104,240	159,550	128,092	140,000
6003-00-2500	Water/Sewer Main Repair Supplies	149	300	100	300
6003-00-2525	W/S Machinery & Equipment	19,582	10,500	12,000	23,000
6003-00-2575	Lab Supplies & Chemicals	2,978	3,600	3,500	3,500
	<b>Total Supplies</b>	<b>160,077</b>	<b>204,804</b>	<b>168,318</b>	<b>198,950</b>
<b>Contractual Services</b>					
6003-00-3170	Professional Development	471	300	1,200	1,500
6003-00-3180	Dues & Memberships	579	1,000	700	1,000
6003-00-3190	Communications	2,308	3,500	2,189	3,477
6003-00-3200	Utilities	339,620	348,780	340,555	302,400
6003-00-3260	Machinery & Equipment Maint	34,328	3,100	1,500	38,500
6003-00-3270	Building/Grounds Maint	4,271	101,029	88,610	3,000
6003-00-3290	Technology Services	0	0	0	0
6003-00-3320	Uniform Rental	3,051	4,000	2,400	3,000
6003-00-3470	Regulatory Inspection Fees	25,235	24,520	25,340	30,000
6003-00-3480	Lab Testing Fees	15,198	20,000	13,500	20,000
6003-00-3500	Sludge Disposal	95,344	83,000	79,166	75,000
6003-00-3510	Vehicle Repairs	452	1,000	500	1,000
6003-00-3540	Vehicle Maintenance Fees	19,350	16,226	16,226	14,308
6003-00-3550	Vehicle Replacement Accruals	7,718	7,620	7,620	3,490
	<b>Total Services</b>	<b>547,925</b>	<b>614,075</b>	<b>579,506</b>	<b>496,675</b>
	<b>Waste Water Treatment Plant</b>	<b>\$ 1,078,243</b>	<b>\$ 1,194,446</b>	<b>\$ 1,059,141</b>	<b>\$ 977,480</b>



## Administration Program

Category	Amended Budget 2008/09	Budget 2009/10
1000 Personnel Services	\$ 144,152	\$ 152,994
2000 Materials and Supplies	18,950	12,917
3000 Contractual Services	59,061	43,055
<b>Total</b>	<b>\$ 222,163</b>	<b>\$ 208,966</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Director of Public Works	V	1	1
* Public Utilities Superintendent	III	1	0
* Utilities Superintendent	IV	0	1
Purchasing/Warehouse Coordinator	8	1	1
** Administrative Assistant	8	1	0
** Administrative Assistant III	8	0	1
<b>TOTAL</b>		<b>4</b>	<b>4</b>

\* On February 19, 2009 Council approved a re-organization of the Public Works Division. The Utility Superintendent was reclassified from Pay Grade III to Pay Grade IV, assuming the job duties of the eliminated position of Utility Plant Superintendent in the WWTP program.

\*\* The Administrative Assistant was re-titled as an Administrative Assistant III.



**211 - Utility Fund/Administration Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
6004-00-1001	Salaries	121,982	117,805	120,120	123,800
6004-00-1005	Overtime	103	500	500	500
6004-00-1006	Longevity	650	787	660	987
6004-00-1009	TMRS	13,754	14,717	14,778	16,891
6004-00-1011	Social Security	9,196	9,199	9,063	9,672
6004-00-1016	Certification & Education	943	1,144	1,040	1,144
	<b>Total Personnel</b>	<b>146,628</b>	<b>144,152</b>	<b>146,161</b>	<b>152,994</b>
<b>Supplies</b>					
6004-00-2100	General Office Supplies	2,754	4,650	3,590	4,150
6004-00-2125	Miscellaneous Supplies	1,108	900	500	700
6004-00-2150	Computer Replacement & Supplies	1,042	11,700	10,500	7,167
6004-00-2225	Medical Supplies	190	400	260	400
6004-00-2275	Program Supplies	82	1,300	260	500
	<b>Total Supplies</b>	<b>5,177</b>	<b>18,950</b>	<b>15,110</b>	<b>12,917</b>
<b>Contractual Services</b>					
6004-00-3170	Professional Development	2,384	3,450	3,000	4,000
6004-00-3180	Dues & Memberships	506	1,150	591	500
6004-00-3190	Communications	3,597	6,680	6,144	3,712
6004-00-3210	Postage & Freight	1,013	1,200	1,000	1,200
6004-00-3220	Printing Services	1,122	2,000	1,300	2,000
6004-00-3230	Advertising	425	1,000	500	1,000
6004-00-3260	Machinery & Equipment Maint	111	500	250	500
6004-00-3290	Technology Services	0	42,047	42,047	29,143
6004-00-3510	Vehicle Repairs	630	1,034	1,000	1,000
	<b>Total Services</b>	<b>9,788</b>	<b>59,061</b>	<b>55,832</b>	<b>43,055</b>
	<b>Administration</b>	<b>\$ 161,592</b>	<b>\$ 222,163</b>	<b>\$ 217,103</b>	<b>\$ 208,966</b>



## *Public Services Facility Program*

<b>Category</b>	<b>Amended Budget 2008/09</b>	<b>Budget 2009/10</b>
2000 Materials and Supplies	\$ 7,000	\$ 7,000
3000 Contractual Services	126,317	88,171
4000 Capital Outlay	6,750	0
<b>Total</b>	<b>\$ 140,067</b>	<b>\$ 95,171</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
N/A			



**211 - Utility Fund/Public Service Facility Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Supplies</b>					
6006-00-2125	Miscellaneous Supplies	3,418	4,500	3,731	4,500
6006-00-2200	Foods	2,760	2,500	2,100	2,500
	<b>Total Supplies</b>	<b>6,178</b>	<b>7,000</b>	<b>5,831</b>	<b>7,000</b>
<b>Contractual Services</b>					
6006-00-3200	Utilities	47,826	58,117	54,453	62,000
6006-00-3250	General Insurance	7,799	26,000	20,000	14,971
6006-00-3260	Machinery & Equipment Maint	2,108	2,600	2,000	2,000
6006-00-3270	Building/Grounds Maint	11,847	37,500	42,235	7,500
6006-00-3290	Technology Services	0	400	500	0
6006-00-3320	Uniform Rental	1,505	1,700	1,350	1,700
	<b>Total Services</b>	<b>71,085</b>	<b>126,317</b>	<b>120,538</b>	<b>88,171</b>
<b>Capital Outlay</b>					
6006-00-4100	Building & Property	0	6,750	6,750	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>6,750</b>	<b>6,750</b>	<b>0</b>
	<b>Public Service Facility</b>	<b>\$ 77,263</b>	<b>\$ 140,067</b>	<b>\$ 133,119</b>	<b>\$ 95,171</b>



### Utility Fund- Other Requirements

<u>Category</u>	<u>Amended Budget 2008/09</u>	<u>Budget 2009/10</u>
3000 Contractual Services	262,489	254,423
5000 Debt Service	874,327	2,446,662
6000 Depreciation Expense	1,214,392	0
7000 Interfund Transfers	417,111	374,502
<b>Total</b>	<b>\$ 2,768,319</b>	<b>\$ 3,075,587</b>

<u>Schedule of Personnel</u>	<u>Pay Grade</u>	<u>Number of Positions</u>	<u>Number of Positions</u>
N/A			



**211 - Utility Fund/Other Requirements**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
9002-00-1044	Compensated Absences	22,754	0	0	0
	<b>Total Personnel</b>	<b>22,754</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Contractual Services</b>					
9002-00-3110	Audit	20,950	23,040	20,950	23,040
9002-00-3250	General Insurance	214,762	0		0
9002-00-3251	Workers Compensation	0	30,325	29,700	23,395
9002-00-3252	Group Insurance	0	209,125	189,080	207,988
	<b>Total Services</b>	<b>235,712</b>	<b>262,489</b>	<b>239,730</b>	<b>254,423</b>
<b>Debt Service</b>					
9002-00-5001	Principal	0	0	1,632,278	1,628,461
9002-00-5002	Interest	778,725	861,202	934,590	805,076
9002-00-5003	Agent Fees	20,012	13,125	12,282	13,125
9002-00-5004	Issuance Costs	61,137	0	0	0
9002-00-5008	Amortization of Def Loss - Premium	41,138	0	0	0
	<b>Total Debt Service</b>	<b>901,012</b>	<b>874,327</b>	<b>2,579,150</b>	<b>2,446,662</b>
<b>Depreciation</b>					
9002-00-6100	Depreciation Expense	1,158,780	1,214,392	0	0
	<b>Total Depreciation</b>	<b>1,158,780</b>	<b>1,214,392</b>	<b>0</b>	<b>0</b>
<b>Interfund Transfer</b>					
9002-00-7100	Transfer to General Fund	339,794	367,111	367,111	374,502
9002-00-7110	Transfer to CIP Fund	0	50,000	0	0
9002-00-7117	Transfer to Fund 233	1,935,000	0	0	0
	<b>Total Interfund Transfer</b>	<b>2,274,794</b>	<b>417,111</b>	<b>367,111</b>	<b>374,502</b>
	<b>Other Requirements</b>	<b>\$ 4,593,052</b>	<b>\$ 2,768,319</b>	<b>\$ 3,185,991</b>	<b>\$ 3,075,587</b>



**Long-Term Debt Overview  
Payable from Water/Sewer Revenue**

The City of Alvin has no statutory debt limit. However, in the State of Texas, General Obligation bonds must be approved in an election with the majority of the votes cast being in favor of the issuance of bonds.

As of September 30, 2009, the following long-term debt issues are:

<b>Debt Issue</b>	<b>Principal Balance</b>
<b><u>General Obligation Bonds</u></b>	
Series 1998, General Obligation Refunding Bonds	509,230
Series 2002A, General Obligation Refunding Bond	799,234
Series 2003, General Obligation Refunding Bonds	2,205,915
<b>GO Bonds</b>	<b><u>\$ 3,514,379</u></b>
<b><u>Revenue Bonds</u></b>	
Series 2000, Water & Sewer System Revenue Bond	150,000
Series 2001, Water & Sewer System Revenue Bond	6,380,000
Series 2005, Revenue Refunding Bonds	4,965,000
<b>Revenue Bonds</b>	<b><u>\$ 11,495,000</u></b>
<b><u>Certificate of Obligation</u></b>	
Series 2003, Certificates of Obligation	494,496
Series 2006B, Certificates of Obligation	4,185,000
Series 2008B, Tax & Revenue Certificates of Oblig	1,990,000
<b>Certificates of Obligation</b>	<b><u>\$ 6,669,496</u></b>
<b><u>Tax Notes</u></b>	
Series 2005, Tax Notes	31,900
<b>Tax Notes</b>	<b><u>\$ 31,900</u></b>
<b>Total Debt payable from W/S Revenue</b>	<b><u>\$ 21,710,775</u></b>



**G. O. LONG-TERM DEBT REQUIREMENT  
PAYABLE FROM WATER/SEWER REVENUE**

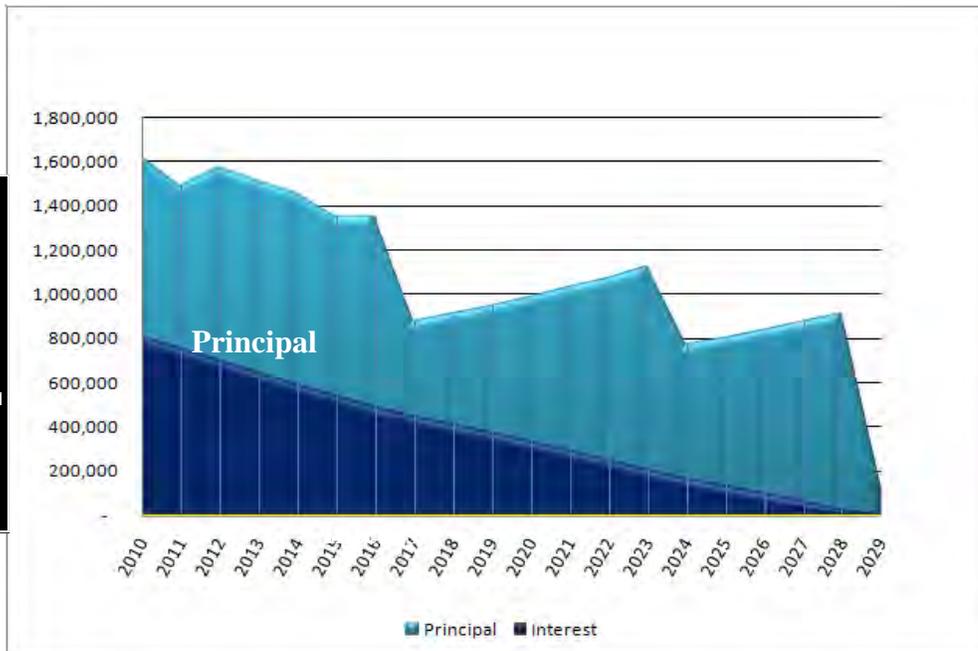
<b>DEBT ISSUED</b>	<b>BALANCE OUTSTANDING 09/30/2009</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL REQUIRED</b>
1998 G.O. Refunding Bonds	509,230	116,519	20,081	136,600
2000 WSSR Revenue Bonds	150,000	150,000	3,525	153,525
2001 WSSR Revenue Bonds	6,380,000	600,000	219,568	819,568
2002A Refunding Bonds	799,234	359,792	20,494	380,286
2003 G.O. Refunding Bonds	2,205,915	20,895	77,495	98,390
2003 Certificates of Obligation	494,496	76,356	15,541	91,897
2005 Tax Anticipation Notes	31,900	9,900	985	10,885
2005 Refunding Bonds	4,965,000	0	205,538	205,538
2006 Certificate of Obligation Series B	4,185,000	230,000	163,550	393,550
2008 Certificate of Obligation Series B	1,990,000	65,000	78,300	143,300
<b>TOTAL</b>	<b>\$21,710,775</b>	<b>\$1,628,461</b>	<b>\$805,076</b>	<b>\$2,433,539</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*  
 Amortization Schedule- Grand Total of All Debt

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	1,628,462	805,077	2,433,539
2010/2011	1,492,700	751,597	2,244,297
2011/2012	1,578,258	698,662	2,276,920
2012/2013	1,515,940	643,983	2,159,923
2013/2014	1,458,195	590,308	2,048,503
2014/2015	1,352,755	538,830	1,891,585
2015/2016	1,354,465	487,740	1,842,205
2016/2017	880,000	444,512	1,324,512
2017/2018	915,000	409,250	1,324,250
2018/2019	950,000	372,277	1,322,277
2019/2020	990,000	333,563	1,323,563
2020/2021	1,035,000	291,983	1,326,983
2021/2022	1,075,000	250,044	1,325,044
2022/2023	1,130,000	205,006	1,335,006
2023/2024	775,000	165,900	940,900
2024/2025	805,000	133,259	938,259
2025/2026	840,000	99,130	939,130
2026/2027	880,000	63,078	943,078
2027/2028	915,000	25,070	940,070
2028/2029	140,000	2,800	142,800
<b>Grand Total</b>	<b>\$ 21,710,775</b>	<b>\$ 7,312,069</b>	<b>\$ 29,022,844</b>

**Enterprise Debt**





**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

***City of Alvin, Series 1998, General Obligation Refunding Bonds***

Date of Issuance: 10/1/2002

Original Issue: \$3,710,000 (13.69% Debt Service, 86.31% Enterprise Debt)

Interest Rate: 4.15% - 4.50%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	116,519	20,081	136,600
2010/2011	125,150	14,794	139,944
2011/2012	129,465	9,127	138,592
2012/2013	138,096	3,107	141,203
<b>Total</b>	<b>\$ 509,230</b>	<b>\$ 47,109</b>	<b>\$ 556,339</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

**City of Alvin, Series 2002A, General Obligation Refunding Bonds**

Date of Issuance: 12/1/2002

Original Issue: \$6,425,000 (54.93% Payable from W/S Revenue)

Interest Rate: 3.00% - 4.00%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	359,792	20,494	380,286
2010/2011	354,299	9,026	363,325
2011/2012	46,691	2,340	49,031
2012/2013	19,226	1,134	20,360
2013/2014	19,226	385	19,611
<b>Total</b>	<b>\$ 799,234</b>	<b>\$ 33,379</b>	<b>\$ 832,613</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

***City of Alvin, Series 2003, General Obligation Refunding Bonds***

Date of Issuance: 11/1/2003

Original Issue: \$3,845,000 (59.70% Payable from W/S Revenue)

Interest Rate: 2.00% - 3.75%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	20,895	77,495	98,390
2010/2011	20,895	76,863	97,758
2011/2012	376,110	70,422	446,532
2012/2013	399,990	57,511	457,501
2013/2014	456,705	42,604	499,309
2014/2015	426,855	26,708	453,563
2015/2016	504,465	9,459	513,924
<b>Total</b>	<b>\$ 2,205,915</b>	<b>\$ 361,062</b>	<b>\$ 2,566,977</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

***City of Alvin, Series 2000, Water & Sewer System Revenue Bonds***

Date of Issuance: 11/01/2000

Original Issue: \$3,700,000

Interest Rate: 4.50% - 5.50%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	150,000	3,525	153,525
<b>Total</b>	<b>\$ 150,000</b>	<b>\$ 3,525</b>	<b>\$ 153,525</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

**City of Alvin, Series 2001, Water & Sewer System Revenue Bonds**

Date of Issuance: 11/01/2002

Original Issue: \$6,650,000

Interest Rate: 1.80% - 4.20%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	600,000	219,568	819,568
2010/2011	600,000	201,568	801,568
2011/2012	600,000	183,118	783,118
2012/2013	525,000	165,286	690,286
2013/2014	525,000	147,830	672,830
2014/2015	450,000	131,030	581,030
2015/2016	250,000	118,593	368,593
2016/2017	315,000	108,124	423,124
2017/2018	325,000	95,962	420,962
2018/2019	340,000	82,989	422,989
2019/2020	345,000	69,375	414,375
2020/2021	360,000	55,095	415,095
2021/2022	370,000	40,038	410,038
2022/2023	380,000	24,475	404,475
2023/2024	395,000	8,295	403,295
<b>Total</b>	<b>\$ 6,380,000</b>	<b>\$ 1,651,346</b>	<b>\$ 8,031,346</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

**City of Alvin, Series 2005, Revenue Refunding Bonds**

Date of Issuance: 12/1/2005

Original Issue: \$4,965,000

Interest Rate: 4.00% - 4.30%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	0	205,538	205,538
2010/2011	0	205,538	205,538
2011/2012	20,000	205,138	225,138
2012/2013	20,000	204,338	224,338
2013/2014	25,000	203,438	228,438
2014/2015	25,000	202,438	227,438
2015/2016	225,000	197,438	422,438
2016/2017	175,000	189,438	364,438
2017/2018	185,000	182,238	367,238
2018/2019	190,000	174,738	364,738
2019/2020	205,000	166,838	371,838
2020/2021	215,000	158,438	373,438
2021/2022	230,000	149,538	379,538
2022/2023	255,000	139,838	394,838
2023/2024	265,000	129,305	394,305
2024/2025	685,000	109,659	794,659
2025/2026	715,000	80,430	795,430
2026/2027	750,000	49,478	799,478
2027/2028	780,000	16,770	796,770
<b>Total</b>	<b>\$ 4,965,000</b>	<b>\$ 2,970,574</b>	<b>\$ 7,935,574</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

**City of Alvin, Series 2003, Certificates of Obligation**

Date of Issuance: 11/1/2003

Original Issue: \$1,175,000 (72.72% Payable from W/S Revenue)

Interest Rate: 1.05% - 3.75%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	76,356	15,541	91,897
2010/2011	76,356	13,346	89,702
2011/2012	79,992	10,861	90,853
2012/2013	83,628	8,057	91,685
2013/2014	87,264	5,001	92,265
2014/2015	90,900	1,704	92,604
<b>Total</b>	<b>\$ 494,496</b>	<b>\$ 54,510</b>	<b>\$ 549,006</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

**City of Alvin, Series 2006B, Certificates of Obligation**

Date of Issuance: 9/1/2006

Original Issue: \$4,185,000

Interest Rate: 4.00% - 4.10%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	230,000	163,550	393,550
2010/2011	235,000	154,250	389,250
2011/2012	245,000	144,650	389,650
2012/2013	255,000	134,650	389,650
2013/2014	265,000	124,250	389,250
2014/2015	280,000	113,350	393,350
2015/2016	290,000	101,950	391,950
2016/2017	300,000	90,150	390,150
2017/2018	315,000	77,850	392,850
2018/2019	325,000	65,050	390,050
2019/2020	340,000	51,750	391,750
2020/2021	355,000	37,850	392,850
2021/2022	365,000	23,268	388,268
2022/2023	385,000	7,893	392,893
<b>Total</b>	<b>\$ 4,185,000</b>	<b>\$ 1,290,460</b>	<b>\$ 5,475,460</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

**City of Alvin, Series 2008B, Tax & Revenue Certificates of Obligation**

Date of Issuance: 6/17/2008

Original Issue: \$1,990,000

Interest Rate: 4.00% - 4.00%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	65,000	78,300	143,300
2010/2011	70,000	75,600	145,600
2011/2012	70,000	72,800	142,800
2012/2013	75,000	69,900	144,900
2013/2014	80,000	66,800	146,800
2014/2015	80,000	63,600	143,600
2015/2016	85,000	60,300	145,300
2016/2017	90,000	56,800	146,800
2017/2018	90,000	53,200	143,200
2018/2019	95,000	49,500	144,500
2019/2020	100,000	45,600	145,600
2020/2021	105,000	40,600	145,600
2021/2022	110,000	37,200	147,200
2022/2023	110,000	32,800	142,800
2023/2024	115,000	28,300	143,300
2024/2025	120,000	23,600	143,600
2025/2026	125,000	18,700	143,700
2026/2027	130,000	13,600	143,600
2027/2028	135,000	8,300	143,300
2028/2029	140,000	2,800	142,800
<b>Total</b>	<b>\$ 1,990,000</b>	<b>\$ 898,300</b>	<b>\$ 2,888,300</b>



**Long-Term Debt**  
*Payable from Water/Sewer Revenue*

*City of Alvin, Series 2005, Tax Notes*

Date of Issuance: 9/29/2005

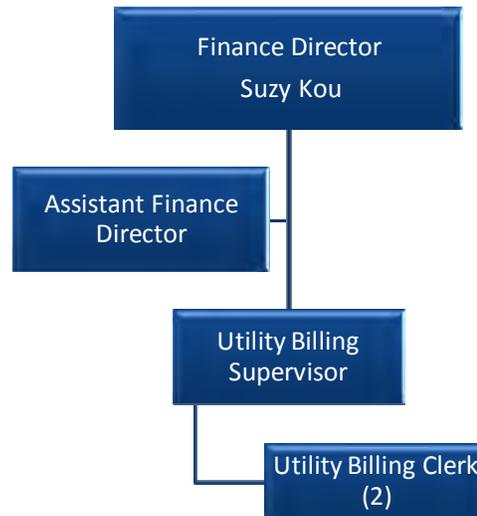
Original Issue: \$610,000

Interest Rate: 3.00% - 3.75%

Fiscal Year	Principal	Interest	Annual Debt Service
2009/2010	9,900	985	10,885
2010/2011	11,000	612	11,612
2011/2012	11,000	206	11,206
<b>Total</b>	<b>\$ 31,900</b>	<b>\$ 1,803</b>	<b>\$ 33,703</b>



## *Finance Department– Utility Billing Program Organizational Chart*





## ***Finance Department– Utility Billing Program***

The Utility Billing and Collections Program is a division of the Finance Department. This program maintains the accounts for water, sewer, garbage, penalties, and emergency medical service utility bill donations. The office provides needed customer service to the citizens of Alvin. This program processes monthly accounts for water and sewer services provided throughout the City of Alvin. This division is also responsible for billing and collection of the sanitation service provide by a contracted service. This division is also responsible for establishing new accounts, receiving deposits, receiving and processing of bank draft applications and drafts, collection of insufficient fund checks, penalty processing, and collection of overdue accounts. Records management is essential to documenting and maintaining the accuracy of customer accounts. Financial reporting assists with audits and surveys. The reports includes but are not limited to, the processing of end of month reports detailing the financial activities of the program, delinquent accounts, sewer averaging, meter reading audits, and garbage reconciliation reports.

### **Accomplishment for FY2008-2009**

- Laserfiche document management
- Credit card update
- Online payment processing update (Incode)

### **Goals and Objectives for FY2009-2010**

- Place 100 additional radio read units to complete subdivision
- Increase number of utility accounts due to new construction
- Utilize laserfiche record maintenance for record storage
- Maintain collection ratio/further pursue write off collections
- Timely billing of accounts



## Finance Department– Utility Billing Program

Category	Amended Budget 2008/09	Budget 2009/10
1000 Personnel Services	\$ 144,427	\$ 139,014
2000 Materials and Supplies	6,430	1,600
3000 Contractual Services	93,516	81,600
<b>Total</b>	<b>\$ 244,373</b>	<b>\$ 222,214</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Utility Billing Supervisor	I	1	1
Billing Clerk	5	3	2
<b>Total</b>		<b>4</b>	<b>3</b>

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 208,508	\$ 244,373	\$ 236,240	\$ 222,214
% of City's Operating Total	0.95%	0.95%	0.91%	0.86%
Full Time Staffing Equivalent	3	4	4	3

### Financial Highlights

FY 2009/2010 budget reflects a decrease in personnel services due to a reclassification of a full-time Utility Billing Clerk to part-time (30 hours per week). Also, decreases can be noted in materials and contractual services.



**211 - Utility Fund/Utility Billing Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
6005-00-1001	Salaries	108,076	117,122	114,308	111,316
6005-00-1005	Overtime	352	500	500	0
6005-00-1006	Longevity	2,782	3,057	2,745	3,562
6005-00-1009	TMRS	12,273	14,516	14,108	15,347
6005-00-1011	Social Security	8,204	9,232	8,637	8,788
	<b>Total Personnel</b>	<b>131,687</b>	<b>144,427</b>	<b>140,298</b>	<b>139,013</b>
<b>Supplies</b>					
6005-00-2100	General Office Supplies	1,479	1,600	1,520	1,100
6005-00-2125	Miscellaneous Supplies	849	850	850	500
6005-00-2150	Computer Replacement Supplies	414	3,980	3,900	0
	<b>Total Supplies</b>	<b>2,742</b>	<b>6,430</b>	<b>6,270</b>	<b>1,600</b>
<b>Contractual Services</b>					
6005-00-3100	Contract Services	67,009	71,000	69,000	65,000
6005-00-3170	Professional Development	1,525	2,750	1,800	1,250
6005-00-3180	Dues & Memberships	230	230	230	250
6005-00-3190	Communications	1,800	1,836	1,842	1,950
6005-00-3210	Postage & Freight	786	1,500	900	1,000
6005-00-3220	Printing Services	828	1,000	1,000	1,000
6005-00-3260	Machinery & Equipment Maint	90	750	500	150
6005-00-3270	Building/Grounds Maint	1,812	450	400	0
6005-00-3290	Technology Services	0	14,000	14,000	11,000
	<b>Total Services</b>	<b>74,079</b>	<b>93,516</b>	<b>89,672</b>	<b>81,600</b>
	<b>Utility Billing Program</b>	<b>\$ 208,508</b>	<b>\$ 244,373</b>	<b>\$ 236,240</b>	<b>\$ 222,214</b>



**SANITATION FUND  
BUDGET SUMMARY**

DESCRIPTION	ACTUAL 2007/08	AMENDED BUDGET 2008/09	PROJECTED YEAR END 2008/09	BUDGET 2009/10
<b>Beginning Balance</b>	\$ 2,353,556	\$ 2,359,438	\$ 2,359,438	\$ 2,446,608
<b>REVENUES</b>				
Grant Proceeds - FEMA	1,287,646	2,130,819	2,499,425	0
Garbage Fees - Commercial	1,093,587	1,277,275	1,243,717	1,286,461
Garbage Fees - Residential	811,618	851,650	767,558	857,641
Heavy Trash Pickup	5,366	0	2,255	0
Recycle Fees	0	12,000	12,000	12,000
Interest Income	14,115	12,000	6,731	9,800
Penalty - Garbage	33,168	35,000	31,836	35,000
Other Incomes	2,097	250	663	500
<b>Total Revenues</b>	<b>3,247,597</b>	<b>4,318,994</b>	<b>4,564,185</b>	<b>2,201,402</b>
<b>Total Revenue &amp; Resources</b>	<b>5,601,153</b>	<b>6,678,432</b>	<b>6,923,623</b>	<b>4,648,010</b>
<b>EXPENDITURES</b>				
Sanitation	3,223,483	4,301,620	4,458,802	2,084,198
Recycling	18,232	15,230	18,213	24,164
<b>Total Expenditures</b>	<b>3,241,715</b>	<b>4,316,850</b>	<b>4,477,015</b>	<b>2,108,362</b>
Revenue Over/Under Expenditures	5,882	2,144	87,170	93,040
<b>Ending Balance</b>	<b>\$ 2,359,438</b>	<b>\$ 2,361,582</b>	<b>\$ 2,446,608</b>	<b>\$ 2,539,648</b>



**SANITATION FUND  
ESTIMATED CASH FLOW**

	<b>ACTUAL 2007/08</b>	<b>ESTIMATED 2008/09</b>	<b>ESTIMATED 2009/2010</b>
<b>Cash and Investments - Beginning of Year</b>	\$ 646,271	\$ 671,446	\$ 534,007
Cash Receipts			
Collection Fees	1,878,106	2,142,220	2,156,102
FEMA Grant		2,584,599	737,727
Other revenues	49,380	39,751	45,300
<b>Total Cash Receipts</b>	<b>1,927,486</b>	<b>4,766,570</b>	<b>2,939,128</b>
<b>Total Cash Available</b>	<b>2,573,756</b>	<b>5,438,016</b>	<b>3,473,135</b>
Cash disbursements			
Expenditures excluding depreciation	1,669,660	2,145,416	1,885,506
Ike related expenditures		2,537,199	647,525
Debt Service	23,431	23,753	20,547
Transfer to General Fund	109,220	134,870	137,906
Transfer to Utility Fund	100,000	62,771	64,403
<b>Total Cash Disbursements</b>	<b>1,902,310</b>	<b>4,904,009</b>	<b>2,755,887</b>
<b>Estimated Cash - End of Year</b>	<b>\$ 671,446</b>	<b>\$ 534,007</b>	<b>\$ 717,248</b>



## Sanitation Fund

<b>Category</b>	<b>Amended Budget 2008/09</b>	<b>Budget 2009/10</b>
Sanitation Program	4,301,620	2,084,198
Recycling Program	15,230	24,164
<b>Total</b>	<b>\$ 4,316,850</b>	<b>\$ 2,108,362</b>

<b>Departmental Budget Trends</b>	<b>Actual 2007/08</b>	<b>Amended 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/2010</b>
Expenditures	\$ 3,241,715	\$ 4,316,850	\$ 4,477,015	\$ 2,108,362
% of City's Operating Total	14.73%	16.72%	17.34%	8.13%
Full Time Staffing Equivalent	0	0	0	0

### **Financial Highlights**

FY 2008/09 amended budget reflected is significantly higher than the current budget. Council approved amendments for expenditures incurred related to Hurricane Ike (which struck this area 9/13/08). In FY 2009/2010 the part-time Recycling Educator was re-titled to a part-time Senior Center Coordinator. The increase for Personnel Services in the Recycling program is due to an increase of work hours (from 20-30 hours per week) for this position.



## Sanitation Program

<b>Category</b>		<b>Amended Budget 2008/09</b>	<b>Budget 2009/10</b>
2000	Supplies	1,500	0
3000	Contract Services	4,073,645	1,861,342
5000	Debt Service	7,834	20,547
6000	Depreciation	21,000	0
7000	Interfund Transfer	197,641	202,309
<b>Total</b>		<b>\$ 4,301,620</b>	<b>\$ 2,084,198</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
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**212 - Sanitation Fund/Sanitation Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Supplies</b>					
6501-00-2150	Computer Replacement & Supplies	0	1,500	1,115	0
	<b>Total Supplies</b>	<b>0</b>	<b>1,500</b>	<b>1,115</b>	<b>0</b>
<b>Contract Services</b>					
6501-00-3100	Contract Services	1,202,473	2,130,819	2,473,229	7,000
6501-00-3190	Communications	204	204	70	204
6501-00-3380	Beautification	12,000	15,000	15,000	15,000
6501-00-3440	Collection Services	1,717,621	1,917,622	1,742,846	1,839,138
6501-00-3450	Disposal Fees	3,610	10,000	5,148	0
	<b>Total Contract Services</b>	<b>\$ 2,935,908</b>	<b>\$ 4,073,645</b>	<b>\$ 4,236,293</b>	<b>\$ 1,861,342</b>
<b>Debt Service</b>					
6501-00-5001	Principal	0	0	15,919	13,152
6501-00-5002	Interest	8,290	7,834	7,834	7,395
6501-00-5004	Issuance Costs	582	0	0	0
6501-00-5008	Amortization of Def Loss-Premium	1,271	0	0	0
	<b>Total Debt Service</b>	<b>10,143</b>	<b>7,834</b>	<b>23,753</b>	<b>20,547</b>
<b>Depreciation</b>					
6501-00-6100	Depreciation	68,212	21,000	0	0
	<b>Total Depreciation</b>	<b>68,212</b>	<b>21,000</b>	<b>0</b>	<b>0</b>
<b>Interfund Transfer</b>					
6501-00-7100	Transfer to General Fund	109,220	134,870	134,870	137,906
6501-00-7105	Transfer to Utility Fund	100,000	62,771	62,771	64,403
	<b>Total Interfund Transfer</b>	<b>209,220</b>	<b>197,641</b>	<b>197,641</b>	<b>202,309</b>
	<b>Sanitation</b>	<b>3,223,483</b>	<b>4,301,620</b>	<b>4,458,802</b>	<b>2,084,198</b>



## Recycling Program

Category	Amended Budget 2008/09	Budget 2009/10
1000 Personnel Services	14,330	24,164
2000 Supplies	300	0
3000 Contract Services	600	0
<b>Total</b>	<b>\$ 15,230</b>	<b>\$ 24,164</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
* Part-time Recycling Educator		0.5	0
* Part-time Senior Center Coordinator		0	0.5

*\* The Part-time Recycling Educator has been re-titled Part-time Senior Center Coordinator. The work hours for this position increased from 20-30 hours per week and salary is split as follows: 80% Sanitation Fund/Recycling Program and 20% General Fund/Parks Department/Senior Program.*



**212 - Sanitation Fund/Recycling Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Personnel</b>					
6501-13-1001	Salaries	16,326	13,312	16,640	19,968
6501-13-1009	TMRS	0	0	0	2,668
6501-13-1011	Social Security	1,249	1,018	1,273	1,528
	<b>Total Personnel Services</b>	<b>17,575</b>	<b>14,330</b>	<b>17,913</b>	<b>24,164</b>
<b>Supplies</b>					
6501-13-2125	Miscellaneous Supplies	298	300	100	0
	<b>Total Supplies</b>	<b>298</b>	<b>300</b>	<b>100</b>	<b>0</b>
<b>Contract Services</b>					
6501-13-3230	Advertising	358	600	200	0
	<b>Total Contract</b>	<b>358</b>	<b>600</b>	<b>200</b>	<b>0</b>
	<b>Sanitation</b>	<b>18,232</b>	<b>15,230</b>	<b>18,213</b>	<b>24,164</b>



**EMERGENCY MEDICAL SERVICES  
BUDGET SUMMARY**

DESCRIPTION	ACTUAL	AMENDED	PROJECTED	BUDGET
	2007/08	BUDGET 2008/09	2008/09	2009/10
<b>Beginning Balance</b>	\$ 1,098,667	\$ 1,188,150	\$ 1,188,150	\$ 1,190,980
<b>GRANTS</b>				
<b>Grant Proceeds- FEMA</b>	31,418	8,240	0	0
Grant Proceeds	10,000	0	0	0
<b>Total Grants</b>	41,418	8,240	0	0
<b>REVENUES</b>				
Emergency Service District Fee	150,000	140,000	143,000	170,000
Hillcrest EMS Service	10,463	8,370	8,370	12,400
Subscription Fees	271,188	320,000	320,000	320,000
Service Charges	1,022,050	490,000	500,000	500,000
Medicare	128,520	150,000	170,000	160,000
Medicaid	18,118	25,000	28,000	28,000
Interest Income	8,000	7,000	2,546	5,500
Other Income	6,132	6,000	4,421	6,000
<b>Total Revenues</b>	1,655,888	1,154,610	1,176,337	1,201,900
<b>Total Revenues &amp; Resources</b>	2,795,973	2,351,000	2,364,487	2,392,880
<b>EXPENDITURES</b>				
Personnel Services	677,192	687,851	744,382	701,621
Materials & Supplies	124,385	118,329	102,817	124,907
Contractual Services	277,345	289,311	280,340	290,234
Capital Outlay	0	12,000	11,753	40,425
Depreciation	429,117	0	0	0
Interfund Transfers	58,366	34,215	34,215	35,510
<b>Total Expenditures</b>	1,566,405	1,141,705	1,173,507	1,192,697
Revenue Over/Under Expenditures	89,483	12,905	2,830	9,203
<b>Ending Balance</b>	\$ 1,188,150	\$ 1,201,055	\$ 1,190,980	\$ 1,200,183

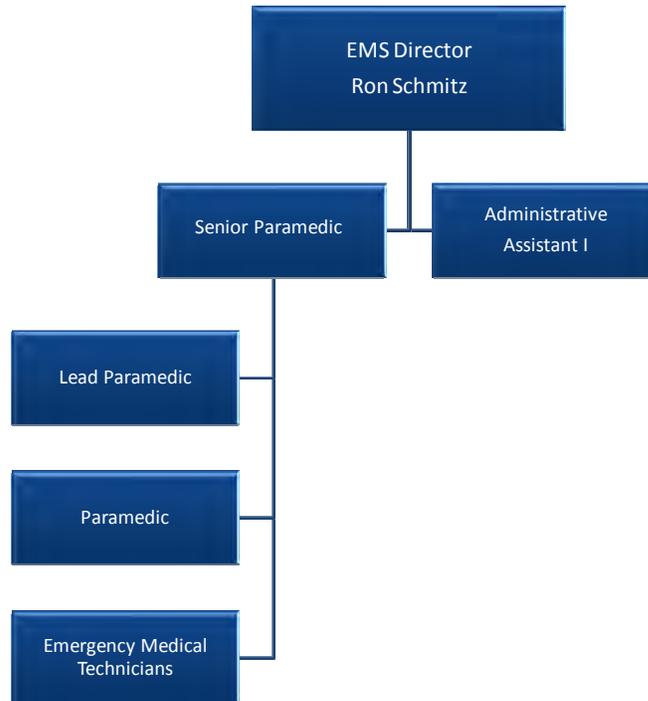


**EMS FUND  
ESTIMATED CASH FLOW**

	<b>ACTUAL 2007/08</b>	<b>ESTIMATED 2008/09</b>	<b>BUDGETED 2009/10</b>
<b>Operating Revenues</b>			
EMS revenues	\$ 1,047,848	\$ 1,305,675	\$ 1,201,900
<b>Gross Revenues</b>	<b>1,047,848</b>	<b>1,305,675</b>	<b>1,201,900</b>
<b>Operating Expenses</b>			
Expenditures excluding depreciation	(1,088,678)	(1,206,316)	(1,116,762)
<b>Net Revenues</b>	<b>(40,830)</b>	<b>99,359</b>	<b>85,138</b>
<b>Debt Payments</b>			
Principal and Interest	0	0	0
<b>Capital Expenditures</b>			
Capital Outlay	0	0	(40,425)
Capital Improvements	0	0	0
<b>Transfers</b>			
General Fund	(28,366)	(34,215)	(35,510)
Replacement Fund	(30,000)		
<b>Net Income (Loss)</b>	<b>(99,196)</b>	<b>65,144</b>	<b>9,203</b>
<b>Cash and Investments-beginning of year</b>	<b>228,941</b>	<b>129,745</b>	<b>194,889</b>
<b>Cash and Investments-end of year</b>	<b>\$ 129,745</b>	<b>\$ 194,889</b>	<b>\$ 204,091</b>

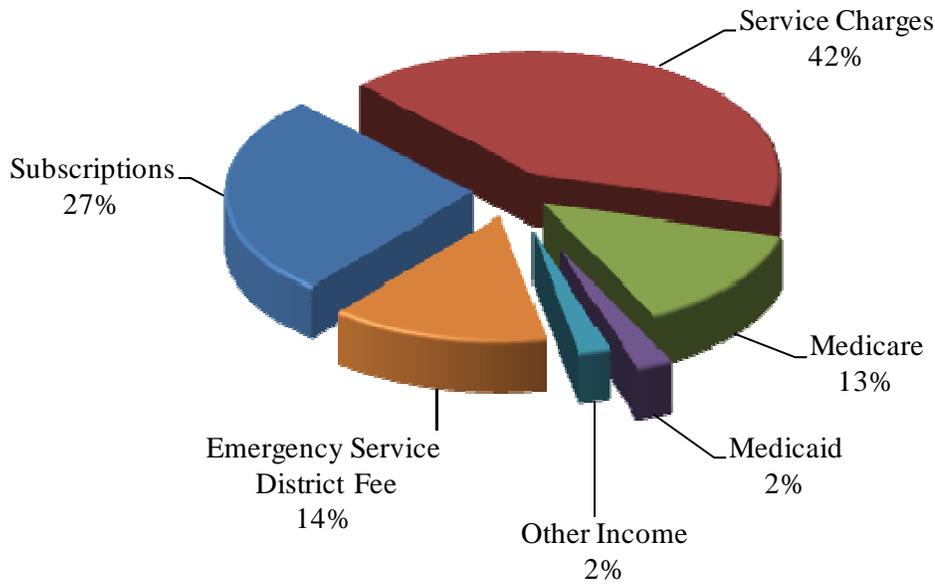


## *Emergency Medical Services Department Organizational Chart*



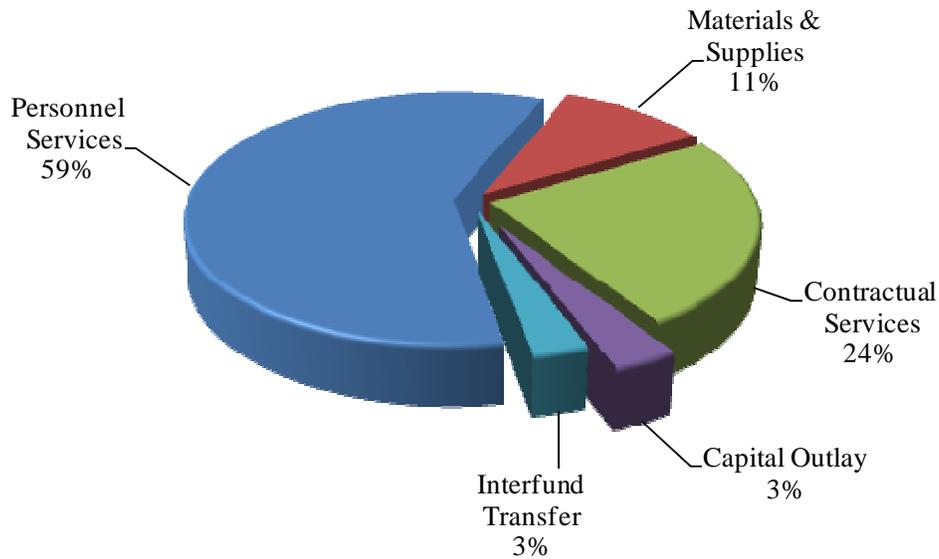
## Emergency Medical Services Department

### FY 2009/10 Revenues by Source \$1,201,900



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### FY 2009/10 Expenditures By Function \$1,192,697





## *Emergency Medical Services Department*

The members of the Alvin EMS are unified in service for the relief of suffering and the support of our fellow man in their time of need. As members of Alvin EMS we commit our knowledge, skills and abilities to provide emergency medical care for the greater Alvin area that exceed the needs and the expectations of those who require our assistance. Alvin EMS provide basic and advanced pre-hospital care and transport for the greater Alvin area. We currently operate two primary ambulances and two reserve units with 35 employees. Alvin EMS also provides public education and special event coverage. It is the desire of Alvin EMS to provide high quality, cost-effective medical care.

The EMS Department is located at 709 East House Street, Alvin, Texas 77511 and can be contacted at (281) 388-4363.

<u>Goals</u>	<u>Target Completion Date</u>	<u>Percent Complete</u>
Coordinate a Regional Mass Casualty Drill	April 1, 2010	0%
Establish a Patient Satisfaction Survey	Sept. 1, 2010	0%
Implement Non-Emergency Services*	June 1, 2010	0%
Update EMS Ordinance	December 31, 2009	50%



## *Emergency Medical Services Department*

<b>Programs</b>	<b>Amended Budget 2008/09</b>	<b>Budget 2009/10</b>
Emergency Medical Services	1,141,705	1,192,697
<b>Total</b>	\$ 1,141,705	\$ 1,192,697

<b>Departmental Budget Trends</b>	<b>Actual 2007/08</b>	<b>Amended 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/2010</b>
Expenditures	\$ 1,566,407	\$ 1,141,705	\$ 1,173,506	\$ 1,192,697
% of City's Operating Total	7.12%	4.42%	4.54%	4.60%
Full Time Staffing Equivalent	2	2	2	2

### **Financial Highlights**

FY 2009/10 budget reflects an increase in overtime and contractual services. Departmental budget trends reflect the actual expenditures for FY 2007/08 significantly higher due to a year end entry to record allowance for uncollectibles (as recommended by independent auditors).



## *Emergency Medical Services Department*

<b>CATEGORY</b>		<b>Amended Budget 2008/09</b>	<b>Budget 2009/10</b>
1000	Personnel Services	\$ 687,851	\$ 701,621
2000	Materials and Supplies	118,329	124,907
3000	Contractual Services	289,311	290,234
4000	Capital Outlay	12,000	40,425
5000	Debt Service	0	0
6000	Depreciation	0	0
7000	Interfund Transfers	34,215	35,510
<b>Total</b>		<b>\$ 1,141,705</b>	<b>\$ 1,192,697</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
EMS Director	V	1	1
* Department Secretary	6	1	0
* Administrative Assistant I	6	0	1
<b>Total</b>		<b>2</b>	<b>2</b>

*\* The Department Secretary position was re-titled Administrative Assistant I*



213 - EMS Fund/EMS Department

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
3503-00-1001	Salaries	\$ 133,864	\$ 154,520	\$ 155,520	\$ 156,878
3503-00-1005	Overtime	82,615	35,000	70,647	45,000
3503-00-1006	Longevity	2,634	2,839	2,574	3,146
3503-00-1007	Extra Help	350,992	380,080	396,888	380,080
3503-00-1009	TMRS	63,025	70,225	69,277	70,361
3503-00-1011	Social Security	43,454	43,891	48,180	44,860
3503-00-1017	Equipment Allowance	786	1,296	1,296	1,296
3503-00-1044	YE Compensated Absences	(178)	0	0	0
	<b>Total Personnel</b>	<b>677,192</b>	<b>687,851</b>	<b>744,382</b>	<b>701,621</b>
<b>Supplies</b>					
3503-00-2100	General Office Supplies	2,066	2,800	2,150	3,300
3503-00-2125	Miscellaneous Supplies	8,068	6,410	5,100	6,850
3503-00-2150	Computer Replacement & Supplies	2,281	4,250	0	1,000
3503-00-2175	Janitorial Supplies	771	500	150	500
3503-00-2200	Foods	782	1,000	850	1,000
3503-00-2225	Medical Supplies	47,411	55,000	44,620	55,000
3503-00-2250	Uniform & Apparel	7,957	8,000	5,000	8,000
3503-00-2275	Program Supplies	3,451	4,000	3,400	4,000
3503-00-2300	Vehicle & Equipment Supplies	51,599	500	100	1,000
3503-00-2301	Motor Vehicle Fuel	0	34,869	41,197	43,257
3503-00-2350	Safety Equipment	0	1,000	250	1,000
	<b>Total Supplies</b>	<b>124,385</b>	<b>118,329</b>	<b>102,817</b>	<b>124,907</b>
<b>Contract Services</b>					
3503-00-3100	Contract Services	93,931	85,500	89,434	90,500
3503-00-3160	Medical Services - Pre employment	0	6,000	0	6,000
3503-00-3170	Professional Development	2,484	7,300	6,300	7,000
3503-00-3190	Communications	5,429	7,960	7,650	7,292
3503-00-3200	Utilities	11,045	9,877	9,160	11,200
3503-00-3210	Postage & Freight	2	50	10	50
3503-00-3230	Advertising	0	50	0	50
3503-00-3250	General Insurance	6,248	7,577	8,179	8,270
3503-00-3251	Workers Compensation	17,858	17,258	18,277	20,169
3503-00-3252	Group Insurance	23,030	24,409	24,400	26,850
3503-00-3260	Machinery & Equipment Maint	11,304	11,250	5,300	11,250
3503-00-3270	Building/Grounds Maint	4,926	13,550	11,500	6,310
3503-00-3290	Technology Services	0	2,928	2,928	1,093
3503-00-3510	Vehicle Repairs	3,634	4,000	5,600	5,000
3503-00-3540	Vehicle Maintenance Fees	28,200	26,452	26,452	28,325
3503-00-3550	Vehicle Maintenance Accrual	69,255	65,150	65,150	60,875
	<b>Total Services</b>	<b>277,345</b>	<b>289,311</b>	<b>280,340</b>	<b>290,234</b>
<b>Capital Outlay</b>					
3503-00-4150	Machinery & Equipment	0	12,000	11,753	40,425
	<b>Total Capital Outlay</b>	<b>0</b>	<b>12,000</b>	<b>11,753</b>	<b>40,425</b>
<b>Debt Service</b>					
3503-00-5009	Bad Debt Expense	395,564	0	0	0
	<b>Total Debt Service</b>	<b>395,564</b>	<b>0</b>	<b>0</b>	<b>0</b>



213 - EMS Fund/EMS Department

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Depreciation</b>					
3503-00-6100	Depreciation	33,553	0	0	0
	<b>Total Depreciation</b>	<b>33,553</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Interfund Transfer</b>					
3503-00-7100	Transfer to General Fund	28,366	34,215	34,215	35,510
3503-00-7115	Transfer to Veh Replacement Fund	30,000	0	0	0
	<b>Total Interfund Transfer</b>	<b>58,366</b>	<b>34,215</b>	<b>34,215</b>	<b>35,510</b>
<b>EMS</b>		<b>\$ 1,566,407</b>	<b>\$ 1,141,705</b>	<b>\$ 1,173,506</b>	<b>\$ 1,192,697</b>



## ***Internal Service Fund***

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*Internal Service Funds are used to account for operations services provided by one department to other departments in the City on a cost reimbursement basis.*

*The **Central Shop Fund** is used to account for revenues and expenses for central shop which handles the maintenance of vehicles and equipment for the different departments of the City.*

*The **Vehicle Replacement Fund** is used to account for the accumulation of vehicle replacement cost and purchase of vehicles.*



**INTERNAL SERVICE FUND  
CENTRAL SHOP  
BUDGET SUMMARY**

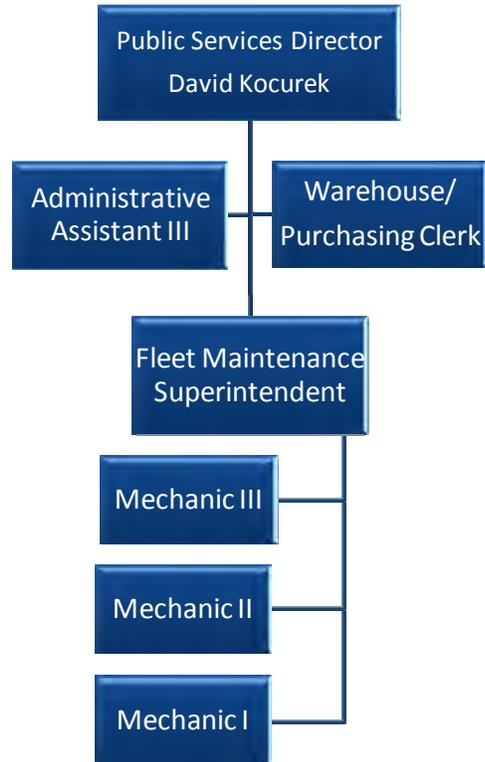
DESCRIPTION	ACTUAL 2007/08	AMENDED BUDGET 2008/09	PROJECTED YEAR END 2008/09	BUDGET 2009/10
<b>Beginning Balance</b>	\$ 145,820	\$ 157,271	\$ 157,271	\$ 147,888
<b>Revenues</b>				
Grants	0	10,000	0	0
Investment Earnings	3,732	3,347	1,042	2,510
Intragovernmental	512,700	498,303	498,303	583,873
Other Income	252	0	0	0
<b>Total Revenues</b>	516,684	511,650	499,345	586,383
<b>Total Revenues &amp; Resources</b>	662,504	668,921	656,616	734,271
<b>EXPENDITURES</b>				
Personnel Services	196,890	213,803	185,649	211,303
Materials & Supplies	141,058	150,379	128,705	154,260
Contractual Services	165,266	209,160	194,374	202,820
Capital Outlay	0	0	0	18,000
Depreciation	2,019	0	0	0
<b>Total Expenditures</b>	505,232	573,342	508,728	586,383
<b>Total Operating Expenditures</b>	505,232	573,342	508,728	586,383
<b>Revenue Over/(Under) Expenditures</b>	11,452	(61,692)	(9,383)	0
<b>Ending Balance</b>	\$ 157,271	\$ 95,579	\$ 147,888	\$ 147,888



**INTERNAL SERVICE FUND  
CENTRAL SHOP  
ESTIMATED CASH FLOW**

	<b>ESTIMATED 2008/09</b>	<b>ESTIMATED 2009/10</b>
<b>Cash and Investments -Beginning of Year</b>	\$ 127,826	\$ 97,091
<b>Cash Receipts:</b>		
Total Estimated revenues	499,354	583,873
Other Revenues	0	2,510
<b>Total Cash Receipts</b>	499,354	586,383
<b>Total Cash Available</b>	627,180	683,474
<b>Cash Disbursements</b>		
Expenditures excluding depreciation	530,089	586,383
Capital Outlay	0	
<b>Total Cash Disbursements</b>	530,089	586,383
<b>Estimated Cash- End of Year</b>	\$ 97,091	\$ 97,091

## Central Shop Program Organizational Chart





## ***Central Shop Program***

The Central Shop program mission is providing a pro-active fleet maintenance program for the City of Alvin vehicle's and equipment. Maintain and supply the fleet fuel system. The department staff is responsible for the maintaining and repairing more then 214 city owned vehicles, light duty and heavy duty equipment and miscellaneous pumps. Maintaining and supplying fuel, lubricants, and all other related maintenance products.

### **Accomplishments for FY 2008-2009**

- 1) Replacement of Bay # 1 vehicle lift.
- 2) Replaced mobile A/C recovery unit.
- 3) All Mechanics and supervisor achieved motor vehicle A/C repair, 134-a licensing and certification.
- 4) Acquired a motor vehicle EVAP diagnostics unit.
- 5) Replaced motor vehicle diagnostics scanner unit.
- 6) Replaced old overhead lighting in shop bays
- 7) Provided essential fleet personnel and support for the city of alvin fleet and essential support to maintain the city of alvin water system during and after hurricane IKE recovery process.
- 8) Provided post hurricane IKE damage assessment reports to Center Point Energy and Texas New-Mexico Power companies for down power poles and power lines.
- 9) Update vehicle replacement costs and vehicle replacement schedule for the city of alvin vehicle replacement program.
- 10) Update fleet vehicle and equipment maintenance costs
- 11) Continue to coordinate and schedule the internet online auction program.
- 12) Continue to minimize contractual repair expenditures through continued education training classes for mechanics
  
- 13) Continue the use of the GBA Program for the input and tracking of vehicle and equipment repairs, parts and costs.
- 14) Continue the Pro-active maintenance program for the central shop.
- 15) Continue to work and maintain compliance with TCEQ for C-2 Certification



## ***Central Shop Program***

### **Objectives for FY 2009- 2010**

- 1) Replace Bay # 3 over-head door.
- 2) Build weather cover over the used bulk oil and coolant tanks and containment area per TECQ .
- 3) Build weather cover over the used oil filter, fuel filter and used absorbent barrels area per TCEQ.
- 4) Establish and coordinate a generator & power engine contract maintenance program for the city of alvin.
- 5) Research and develop bid specifications, replacement and installation for a new 400 KW generator at the alvin police department.
- 6) Coordinate the removal and transfer of the old police department generator and fuel tank and the placement and installation of that generator at the alvin city hall.
- 7) Research and provide bid specifications for a replacement fuel tank for the generator at the city of alvin waste water treatment plant.
- 8) Replace the 20 year old air compressor on the central shop mobile service truck.
- 9) Continue to minimize contractual repair expenditures through continued education classes for mechanics.
- 10) Update fleet vehicle and equipment maintenance costs.
- 11) Update of vehicle and equipment replacement costs in the fleet replacement program.
- 12) Continue to coordinate and schedule the internet online auction program
- 13) Continue to provide a Pro-active maintenance program for the central shop
- 14) Continue to work and maintain compliance with TCEQ for C-2 certification
- 15) Continue the use of the GBA program for the input and tracking of vehicle and equipment repairs, parts and costs.



## Central Shop Program

CATEGORY		Amended Budget 2008/09	Budget 2009/10
1000	Personnel Services	\$ 213,803	\$ 211,303
2000	Materials and Supplies	150,379	154,260
3000	Contractual Services	209,160	202,820
4000	Capital Outlay	0	18,000
<b>Total</b>		<b>\$ 573,342</b>	<b>\$ 586,383</b>

Schedule of Personnel	Pay Grade	Number of Positions	Number of Positions
Fleet Maintenance Superintendent	II	1	1
Mechanic III	9	1	1
Mechanic II	8	1	1
Mechanic I	7	1	1
<b>Total</b>		<b>4</b>	<b>4</b>

Departmental Budget Trends	Actual 2007/08	Amended 2008/09	Forecast 2008/09	Budget 2009/2010
Expenditures	\$ 505,232	\$ 573,342	\$ 508,728	\$ 586,383
% of City's Operating Total	2.30%	2.22%	1.97%	2.26%
Full Time Staffing Equivalent	4	4	4	4

### Financial Highlights

FY 2009/2010 budget reflects an increase due to capital outlay.



**611- Internal Service Fund/Central Shop Program**

Account	Description	Actual 2007/08	Amended Budget 2008/09	Forecast 2008/09	Budget 2009/10
<b>Personnel</b>					
8001-00-1001	Salaries	154,542	165,420	145,410	161,583
8001-00-1005	Overtime	4,593	3,000	2,800	3,000
8001-00-1006	Longevity	2,244	2,836	2,235	2,941
8001-00-1009	TMRS	18,503	21,818	18,663	23,329
8001-00-1011	Social Security	12,000	13,637	11,042	13,358
8001-00-1016	Certification & Education	2,488	3,840	2,500	3,840
8001-00-1017	Equipment Allowance	3,238	3,252	3,000	3,252
8001-00-1044	YE Compensated Absences	(718)	0	0	0
	<b>Total Personnel</b>	<b>196,890</b>	<b>213,803</b>	<b>185,650</b>	<b>211,303</b>
<b>Supplies</b>					
8001-00-2100	General Office Supplies	225	300	200	400
8001-00-2125	Miscellaneous Supplies	18,149	8,550	9,000	7,500
8001-00-2150	Computer Replacement & Supplies	298	2,750	1,742	400
8001-00-2175	Janitorial Supplies	279	500	175	400
8001-00-2250	Uniform & Apparel	0	200	50	200
8001-00-2300	Vehicle & Equipment Supplies	107,817	131,255	112,713	138,255
8001-00-2301	Motor Vehicle Fuel	13,575	5,724	4,767	5,005
8001-00-2350	Safety Equipment	715	1,000	900	1,000
8001-00-2425	Chemicals & Insecticides	0	100	0	100
8001-00-2550	Welding Supplies	0	0	800	1,000
	<b>Total Supplies</b>	<b>141,058</b>	<b>150,379</b>	<b>130,347</b>	<b>154,260</b>
<b>Contractual Services</b>					
8001-00-3170	Professional Development	844	2,000	1,200	2,000
8001-00-3180	Dues & Membership	120	200	130	300
8001-00-3190	Communications	2,212	5,364	2,064	2,661
8001-00-3200	Utilities	401	800	309	800
8001-00-3210	Postage & Freight	14	100	0	100
8001-00-3250	General Insurance	39,928	40,015	43,032	48,532
8001-00-3251	Workers' Compensation	6,697	5,836	6,854	7,172
8001-00-3252	Group Insurance	34,016	35,795	33,769	39,375
8001-00-3260	Machinery & Equipment Maint	32,895	700	550	8,200
8001-00-3270	Buildings & Grounds Maint	8,435	27,070	26,500	2,000
8001-00-3290	Technology Services	0	1,560	1,560	8,045
8001-00-3310	Wrecker Fees	420	2,300	2,200	3,000
8001-00-3320	Uniform Rental	2,180	3,000	2,500	3,000
8001-00-3460	Hazardous Waste Removal	326	1,000	750	1,000
8001-00-3470	Regulatory Inspection Fees	556	1,250	1,250	1,600
8001-00-3510	Vehicle Repairs	31,903	73,200	61,094	69,500
8001-00-3550	Vehicle Replacement Accruals	4,319	8,970	8,970	5,535
	<b>Total Services</b>	<b>165,265</b>	<b>209,160</b>	<b>192,732</b>	<b>202,820</b>
<b>Capital Outlay</b>					
8001-00-4150	Machinery & Equipment	0	0	0	18,000
	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,000</b>
<b>Depreciation</b>					
8001-00-6100	Depreciation Expense	2,019	0	0	0
	<b>Total Depreciation</b>	<b>2,019</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Central Shop</b>	<b>\$ 505,232</b>	<b>\$ 573,342</b>	<b>\$ 508,729</b>	<b>\$ 586,383</b>



**INTERNAL SERVICE FUND  
VEHICLE REPLACEMENT FUND  
BUDGET SUMMARY**

DESCRIPTION	ACTUAL 2007/08	AMENDED BUDGET 2008/09	PROJECTED YEAR END 2008/09	BUDGET 2009/10
<b>Beginning Balance</b>	\$ 2,081,956	\$ 1,673,944	\$ 1,673,944	\$ 1,814,044
<b>Revenues</b>				
Interest Income	39,909	0	23,412	0
Intragovernmental	384,600	401,325	401,325	340,028
Sale of Assets	0	0	9,110	0
Other Incomes	8,175	0	0	0
<b>Total Revenues</b>	432,684	401,325	433,847	340,028
<b>Total Revenues &amp; Resources</b>	2,514,640	2,075,269	2,107,791	2,154,072
<b>EXPENDITURES</b>				
Capital Outlay	0	267,000	293,747	121,200
Interfund Transfers	528,000	0	0	0
Debt Serv/Depreciation	312,698	0	0	0
<b>Total Expenditures</b>	840,698	267,000	293,747	121,200
<b>Revenue Over/(Under) Expenditures</b>	(408,014)	134,325	140,100	218,828
<b>Ending Balance</b>	\$ 1,673,944	\$ 1,808,269	\$ 1,814,044	\$ 2,032,872



**INTERNAL SERVICE FUND  
VEHICLE REPLACEMENT  
ESTIMATED CASH FLOW**

	<b>ESTIMATED 2008-09</b>	<b>ESTIMATED 2009-10</b>
<b>Cash and Investments -Beginning of Year</b>	\$ 54,074	\$ 360,150
<b>Cash Receipts:</b>		
Total Estimated revenues	428,751	340,028
Others	180,221	103,635
<b>Total Cash Receipts</b>	608,972	443,663
<b>Total Cash Available</b>	663,046	803,813
<b>Cash Disbursements</b>		
Expenditures excluding depreciation	302,896	121,200
Capital Outlay	0	
<b>Total Cash Disbursements</b>	302,896	121,200
<b>Estimated Cash- End of Year</b>	\$ 360,150	\$ 682,613



## Vehicle Replacement Fund

<b>PROGRAMS</b>	<b>Amended Budget 2008/09</b>	<b>Budget 2009/10</b>
Other Requirements	0	0
Vehicle Replacment	267,000	121,200
<b>Total</b>	<b>\$ 267,000</b>	<b>\$ 121,200</b>

<b>Departmental Budget Trends</b>	<b>Actual 2007/08</b>	<b>Amended 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/2010</b>
Expenditures	\$ 840,698	\$ 267,000	\$ 293,747	\$ 121,200
% of City's Operating Total	3.82%	1.03%	1.14%	0.47%
Full Time Staffing Equivalent	0	0	0	0

### **Financial Highlights**

FY 2009/2010 budget reflects a significant decrease due to capital outlay purchases for replacement vehicles being lower than the previous fiscal year.



## Vehicle Replacement Fund-Other Requirements

<b>Category</b>		<b>Amended Budget 2008/09</b>	<b>Budget 2009/10</b>
7000	Interfund Transfer	0	0
<b>Total</b>		<b>\$ 0</b>	<b>\$ 0</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
N/A			



**612 - Vehicle Replacement Fund/Other Requirements**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Interfund Transfer</b>					
9001-00-7100	Transfer to General Fund	528,000	0	0	0
	<b>Total Transfers</b>	<u>528,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Vehicle Replacement</b>	<u>\$ 528,000</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>



## Vehicle Replacement Program

<b>Category</b>		<b>Amended Budget 2008/09</b>	<b>Budget 2009/10</b>
4000	Capital Outlay	267,000	121,200
<b>Total</b>		<b>\$ 267,000</b>	<b>\$ 121,200</b>

<b>Schedule of Personnel</b>	<b>Pay Grade</b>	<b>Number of Positions</b>	<b>Number of Positions</b>
------------------------------	------------------	--------------------------------	--------------------------------

N/A



**612 - Vehicle Replacement Fund/Vehicle Replacement Program**

<b>Account</b>	<b>Description</b>	<b>Actual 2007/08</b>	<b>Amended Budget 2008/09</b>	<b>Forecast 2008/09</b>	<b>Budget 2009/10</b>
<b>Capital Outlay</b>					
8002-00-4250	Motor Vehicles	<u>0</u>	<u>267,000</u>	<u>293,747</u>	<u>121,200</u>
	<b>Total Capital Outlay</b>	<b>0</b>	<b>267,000</b>	<b>293,747</b>	<b>121,200</b>
<b>Depreciation</b>					
8002-00-6100	Depreciation	312,698	0	0	0
	<b>Total Depreciation</b>	<b>312,698</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Vehicle Replacement</b>	<b>\$ 312,698</b>	<b>\$ 267,000</b>	<b>\$ 293,747</b>	<b>\$ 121,200</b>





**Capital Outlay By Fund/Program  
Department Request for FY 2009/10**

Account Name		Description	Amount
<b>General Fund</b>			
<i>City Hall</i>			
111-2504-00-4100	Building & Property	Police & City Hall Generators	50,000
111-2504-00-4100	Building & Property	Sound System for Council Chambers	4,000
<i>Total City Hall Program</i>			<u>54,000</u>
 <i>Fire</i>			
111-3502-00-4200	Computer Systems	OSSI License Fee	18,685
<i>Total Fire Program</i>			<u>18,685</u>
 <i>Facility Maintenance Program</i>			
111-7001-00-4100	Building & Property	City Hall Power Wash & Paint	6,567
<i>Total Facility Maintenance Program</i>			<u>6,567</u>
<b>Total General Fund</b>			<b><u>\$ 79,252</u></b>
 <b>Utility Fund</b>			
<i>Water Program</i>			
211-6001-00-4150	Machinery & Equipment	Autoread Water Meters	15,000
<i>Total Water Program</i>			<u>15,000</u>
<b>Total Utility Fund</b>			<b><u>\$ 15,000</u></b>
 <b>EMS Fund</b>			
<i>EMS</i>			
213-3503-00-4150	Machinery & Equipment	CPR Devices	34,000
213-3503-00-4150	Machinery & Equipment	OSSI License Fee	6,425
<b>Total EMS Fund</b>			<b><u>\$ 40,425</u></b>
 <b>Central Shop</b>			
611-8001-00-4150	Machinery & Equipment	Roof Cover	12,000
611-8001-00-4150	Machinery & Equipment	Replace Bay #3 Door	6,000
<b>Total Central Shop</b>			<b><u>\$ 18,000</u></b>
 <b>Vehicle Replacement Fund</b>			
612-8002-00-4250	Motor Vehicles	Dump Truck-Street Department	80,000
612-8002-00-4250	Motor Vehicles	Crew Truck-Street Department	23,500
612-8002-00-4250	Motor Vehicles	Ford F-150 Pickup Truck-Utility Sewer	16,300
612-8002-00-4250	Motor Vehicles	Buy Board Fees	1,400
<b>Total Vehicle Replacement Fund</b>			<b><u>\$ 121,200</u></b>
<b>Grand Total</b>			<b><u>\$ 273,877</u></b>



**FY 2009/10 PAY PLAN - NON-EXEMPT**

Effective October 1, 2009

GRADE	ANNUAL SALARY RANGE			FLSA	POSITION TITLE
	Minimum	Mid-Point	Maximum	STATUS	
1	17,374	21,282	25,104	N	
2	18,622	22,812	26,909	N	PT/Seasonal
3	19,975	24,469	28,863	N	PT Emergency Medical Technician
4	21,425	26,246	30,959	N	Maintenance Worker
5	22,982	28,152	33,208	N	Accounting Clerk
				N	Billing Clerk
				N	Deputy Court Clerk
				N	Code Enforcement Clerk
				N	Recreation Clerk
				N	Meter Reader
6	24,564	30,090	35,494	N	Administrative Assistant I
				N	Equipment Operator I
				N	P/T Paramedic
				N	Sign & Traffic Signal Technician
				N	Utility Worker I
7	26,348	32,276	38,072	N	Humane Officer
				N	P/T Lead Paramedic
				N	Permit Coordinator
				N	Recreation Specialist
				N	Records Technician
				N	Inspector I
				N	Project Coordinator
				N	CAD Technician Aide
				N	Mechanic I
				N	Administrative Assistant II
8	28,060	34,374	40,547	N	Payroll Technician
				N	Accounts Payable Technician
				N	Administrative Assistant III
				N	Code Enforcement Officer
				N	Crime Victim Liaison
				N	Deputy City Clerk
				N	PT Senior Paramedic
				N	Equipment Operator II
				N	Fire Equipment Mechanic
				N	Mechanic II
				N	Purchasing/Warehouse Coordinator
				N	Utility Worker II
				N	Detention Officer
				N	Communication Officer



**FY 2009/10 PAY PLAN - NON-EXEMPT**

Effective October 1, 2009

GRADE	ANNUAL SALARY RANGE			FLSA		POSITION TITLE
	Minimum	Mid-Point	Maximum	STATUS		
9	30,025	36,780	43,386	N	Development Coordinator	
				N	Equipment Operator III	
				N	Mechanic III	
				N	Municipal Court Clerk	
				N	Legal Secretary	
				N	Executive Secretary	
				N	Building Maintenance Tech II	
				N	Assistant Fire Marshal	
				N	CAD Technician	
10	32,126	39,355	46,422	N	Communication Supervisor	
				N	Utility Supervisor	
				N	Assistant to the City Manager	
				N	Drainage Supervisor	
				N	WWTP Chief Operator	
11	34,375	42,110	49,672	N	Health Officer	
				N	Inspector II	
12	36,781	45,057	53,149	N	Construction Inspector	
				N	Fire Marshal	
				N	GIS Coordinator	
				N	Accountant I	
				N	Electrician	
14	39,356	48,211	56,870	N	Construction Superintendent	
				N	System Analyst	



**FY 2009/10 PAY PLAN - EXEMPT**

Effective October 1, 2009

GRADE	ANNUAL SALARY RANGE			FLSA	POSITION TITLE
	Minimum	Mid-Point	Maximum	STATUS	
I	38,302	46,920	55,538	E	Recreation Manager
				E	Deputy Building Official
				E	Utility Billing Supervisor
				E	CVB Director
II	41,800	51,204	60,608	E	Accountant II
				E	Fleet Maintenance Superintendent
				E	Human Resources Manager
				E	Project Manager
				E	Street Superintendent
III	46,128	56,508	66,888	E	Paralegal
				E	Building Official
IV	53,291	65,280	77,270	E	Assistant Finance Director
				E	Utilities Superintendent
				E	IT Manager
V	63,282	77,520	91,758	E	City Clerk
				E	EMS Director
				E	Director of Finance
				E	Director of Public Services
				E	Director of Parks & Recreation
				E	Fire Department Administrator
				E	Police Chief
				E	Director of Economic Development
E	Community Development Director				



**ASSESSED & ESTIMATED ACTUAL VALUE  
OF TAXABLE PROPERTY**

FISCAL YEAR	REAL PROPERTY ASSESSED VALUE	PERSONAL PROPERTY ASSESSED VALUE	TOTAL ASSESSED VALUE	RATIO OF ASSESSED TO EST. VALUE	TAX RATES PER \$100 OF ASSESSED VALUE		
					O & M	DEBT SERVICE	TOTAL
90-91	323,965,700	74,993,650	398,959,350	100	0.6400	0.1650	0.8050
91-92	320,910,390	78,888,110	399,798,500	100	0.6780	0.1650	0.8430
92-93	305,210,120	86,201,540	391,411,660	100	0.7081	0.1349	0.8430
93-94	312,827,240	96,697,830	409,525,070	100	0.5581	0.1758	0.7339
94-95	287,726,345	96,846,562	384,572,907	100	0.5683	0.2353	0.8036
95-96	299,157,000	101,644,949	400,801,949	100	0.5876	0.2160	0.8036
96-97	308,296,578	99,527,425	407,824,003	100	0.5439	0.2597	0.8036
97-98	315,383,286	109,552,895	424,936,181	100	0.5622	0.2414	0.8036
98-99	328,207,914	119,125,711	447,333,625	100	0.5797	0.2239	0.8036
99-00	340,244,053	129,720,796	469,964,849	100	0.5920	0.2116	0.8036
00-01	368,620,562	126,920,848	495,541,410	100	0.6215	0.1821	0.8036
01-02	397,078,791	140,764,801	537,843,592	100	0.6381	0.1655	0.8036
02-03	436,791,883	159,684,533	596,476,416	100	0.6628	0.1408	0.8036
03-04	479,067,834	154,376,380	633,444,214	100	0.6702	0.1334	0.8036
04-05	519,617,507	144,150,214	663,767,721	100	0.6486	0.155	0.8036
05-06	572,309,828	141,206,421	713,516,249	100	0.6784	0.1252	0.8036
06-07	638,037,492	150,426,255	788,463,747	100	0.6565	0.1471	0.8036
07-08	732,548,275	162,003,667	894,551,942	100	0.6440	0.1596	0.8036
08-09	744,712,546	164,390,107	909,102,653	100	0.6544	0.1492	0.8036
09-10	762,449,089	159,062,511	921,511,600	100	0.6709	0.1327	0.8036



**PROPERTY TAX LEVIES AND COLLECTION**

<b>Fiscal Year</b>	<b>Total Tax Levy</b>	<b>Current Tax Collections</b>	<b>Percent of Levy Collected</b>	<b>Delinquent Tax Collecions</b>	<b>Total Tax Collections</b>	<b>Percent of Total Tax Collections to Tax Levy</b>	<b>Outstanding Delinquent Taxes</b>	<b>Percent of Delinquent Taxes to Tax Levy</b>
89-90	3,294,160	3,104,118	94.23	133,831	3,237,949	98.29	651,947	19.79
90-91	3,214,637	3,078,318	95.76	121,703	3,200,022	99.55	645,306	20.07
91-92	3,364,515	3,213,000	95.50	120,000	3,333,000	99.06	696,808	20.71
92-93	3,308,947	3,171,003	95.83	103,752	3,274,755	98.97	718,150	21.70
93-94	3,003,574	2,868,397	95.50	106,175	2,974,572	99.03	697,765	23.23
94-95	3,074,801	2,966,877	96.49	135,926	3,102,803	100.91	651,221	21.18
95-96	3,222,865	3,102,106	96.25	108,203	3,210,309	99.61	659,819	20.47
96-97	3,262,703	3,148,508	96.50	102,000	3,250,508	99.63	638,898	19.58
97-98	3,404,115	3,289,449	96.63	119,227	3,408,676	100.13	611,111	17.95
98-99	3,546,464	3,436,314	96.89	136,000	3,572,314	100.73	627,573	17.70
99-00	3,769,353	3,592,174	95.30	159,253	3,751,427	99.52	605,659	16.07
00-01	3,949,462	3,731,324	94.48	115,560	3,846,884	97.40	648,054	16.41
01-02	4,292,163	4,098,860	95.50	128,882	4,227,741	98.50	592,359	13.80
02-03	4,755,445	4,594,434	96.60	151,854	4,746,288	99.80	516,054	10.85
03-04	5,081,382	4,896,746	96.40	162,549	5,059,296	99.60	506,254	10.00
04-05	5,267,342	5,104,625	96.91	177,270	5,281,895	1.00	470,422	8.93
05-06	5,684,983	5,519,795	97.09	157,488	5,677,283	99.86	469,135	8.20
06-07	6,291,790	6,117,953	97.24	159,222	6,277,175	99.76	469,630	7.46
07-08	7,064,411	6,907,075	97.77	149,237	7,056,312	99.80	438,312	6.20
08-09	7,260,355	7,099,395	97.78	133,796	7,233,190	99.60	453,138	6.25



**City of Alvin Object Classes**

**PERSONNEL SERVICES**

1001	SALARIES	Regular full-time and part-time employees.
1005	OVERTIME	Payment for time worked in excess of 40 hours per week.
1006	LONGEVITY	Benefit based on the number of years of service.
1007	EXTRA HELP	Temporary part-time positions.
1009	TMRS	City's contribution to the employee's pension plan.
1010	MONTHLY STIPEND	Account used to budget monthly stipends
1011	SOCIAL SECURITY	City's contribution to FICA.
1014	CLOTHING ALLOWANCE	Annual clothing allowance for plain clothes Police Officers.
1016	CERTIFICATION & EDUCATION PAY	Monthly stipend to compensate officers possessing specialized certifications within their field and/or an educational degree.
1017	EQUIPMENT ALLOWANCE	Pre-determined amount reimbursed to the employee for the use of personal equipment.
1018	AUTO ALLOWANCE	Monthly allowance for travel in personal vehicle on City related business.
1019	MUNICIPAL JUDGE RETAINER	Monthly retainer payable to the Municipal Court Judge.
1041	SALARY CONTINGENCY	Account used for budget salary adjustments.
1044	COMPENSATED ABSENCES	Account used to record compensated absences.

**MATERIALS & SUPPLIES**

2100	GENERAL OFFICE SUPPLIES	Account used to purchase office supplies, magazines, books, and the charge of copy usage.
2125	MISCELLANEOUS SUPPLIES	Account used to purchase engineering field, photographic, hardware and building supplies, and minor tools and equipment.
2150	COMPUTER REPLACEMENT & SUPPLIES	Cost associated with the replacement of computers and printers and computer supplies.
2175	JANITORIAL SUPPLIES	Account used to purchase cleaning supplies.
2200	FOODS	Account used to purchase coffee supplies, food, etc.
2225	MEDICAL SUPPLIES	Account used to purchase medical supplies.
2250	UNIFORM & APPAREL	Cost of wearing apparel and related items such as slickers, boots, hard hats, etc.



**City of Alvin Object Classes**

2275	PROGRAM SUPPLIES	Cost associated with the various special programs.
2276	SQUARE DANCING SUPPLIES	Cost associated with the Senior Center Square Dancing program
2277	COUNTY DANCE SUPPLIES	Cost associated with the Senior Center County Dance program.
2278	SENIOR ACTIVITY SUPPLIES	Cost associated with the Senior Center Senior activities.
2279	RED HAT SOCIETY SUPPLIES	Cost associated with the Senior Center Red Hat program.
2300	VEHICLE & EQUIPMENT SUPPLIES	Cost associated with the purchase of oil, grease, and fuel used in the operation and maintenance of equipment and vehicles.
2301	MOTOR VEHICLE FUEL	Account used for the purchase of fuel.
2325	AMMUNITION	Cost of ammunition used by law enforcement officers.
2350	SAFETY EQUIPMENT	Cost associated with the purchase of safety equipment such as respirators, etc.
2375	STREET & BRIDGE SUPPLIES	Cost associated with the purchase of supplies related to street & bridge maintenance.
2400	SIGNAL SYSTEMS	Cost associated with the repair and maintenance of traffic signals.
2425	CHEMICALS & INSECTICIDES	Cost of supplies such as chlorine, polymer and insecticides.
2450	BOTANY SUPPLIES	Account used to purchase plants and other landscaping materials.
2475	WATER METER & PARTS	Cost associated with the purchase of new meters and parts to repair existing meters.
2500	WATER/SEWER MAIN REPAIR SUPPLIES	Purchase of parts for repairs and maintenance of water and sewer mains and service lines.
2525	W/S MACHINERY & EQUIPMENT	Cost associated with the purchase of spare an replacement parts to maintain utility related equipment such as well pumps
2550	WELDING SUPPLIES	Cost associated with the purchase of welding materials for use in performing welding services.
2575	LAB SUPPLIES & CHEMICALS	Cost associated with the purchase of supplies for analytical lab testing.
2600	SIGNS & MARKERS	Cost of materials for stop signs, directional signs, markers, barricades, etc.

**CONTRACTUAL SERVICES**

3100	CONTRACT SERVICES	Cost of professional services rendered to the City.
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**City of Alvin Object Classes**

3110	AUDIT	Cost of professional services rendered to the City for year-end auditing and special projects.
3120	LEGAL SERVICES	Cost of outside professional services rendered to the City for legal advice.
3130	COURT COSTS	Account used for expenses related to court cost such as jury fees, and correspondences.
3140	APPRAISAL DISTRICT FEES	Quarterly payments for the city's portion of funding to the Brazoria County Appraisal District.
3150	ENGINEERING CONSULTANT SERVICES	Cost associated with Engineering Consulting Services.
3160	MED SERVICES/PRE-EMPLOYMENT	Account used for expenses of medical exams prior to employment.
3170	PROFESSIONAL DEVELOPMENT	Cost associated with schooling, training programs and reimbursement of expenses incurred while away from the City on business.
3175	EMERGENCY MGMT TRAINING	Cost associated with training programs and reimbursement of expenses incurred related to Emergency Mgmt.
3176	EMERGENCY MGMT CTY	Cost associated with CTY expenses.
3180	DUES & MEMBERSHIPS	Cost associated with annual dues, yearly memberships, etc.
3190	COMMUNICATIONS	Cost associated with land lines, cell phones and pagers.
3200	UTILITIES	Cost associated with monthly electrical, gas and water services.
3210	POSTAGE & FREIGHT	Cost associated with mailing and shipping items.
3220	PRINTING SERVICES	Cost associated with printing and binding services.
3225	PROMOTIONAL/MARKETING	Cost associated with promotional and marketing such as advertisement, etc.
3230	ADVERTISING	Cost associated with the advertisements and publishing of legal notices.
3235	ELECTION	Cost associated with the purchase of election supplies.
3240	RECORDING FEES	Cost associated with filing liens, plats, etc.
3250	GENERAL INSURANCE	Cost of general liability, commercial auto, law enforcement insurance, etc.
3251	WORKERS' COMPENSATION	Cost of worker's compensation insurance.
3252	GROUP INSURANCE	Cost of group health insurance.
3253	UNEMPLOYMENT INSURANCE	Cost of unemployment insurance.



**City of Alvin Object Classes**

3254	SURETY, FIDELITY BOND	Cost of bonding City officials and employees.
3260	MACHINERY & MAINT EQUIPMENT	Cost associated with repairs, testing and maintenance of large water meters and rental of machinery and equipment.
3270	BUILDING/GROUNDS MAINTENANCE	Cost associated with the repairs and maintenance of buildings, stationary equipment and grounds keeping.
3280	DEMOLITION	Expenses incurred with demolishing buildings.
3290	TECHNOLOGY SERVICES	Cost associated with contractual IT services.
3300	SPECIAL INVESTIGATIONS	Cost associated with special investigation projects.
3305	SPECIAL PROGRAMS	Cost associated with various departmental programs such as recreational, police, child protective, etc.
3310	WRECKER FEES	Cost associated with towing City vehicles.
3320	UNIFORM RENTAL	Cost associated with providing uniforms to City employees.
3330	ANIMAL CONTROL	Cost associated with the animal shelter.
3340	PENSION CONTRIBUTION	Contributions to firefighters pension fund.
3350	SPECIAL BOOK COLLCECTION	Cost associated with lease of McNaughton books.
3360	SIGNAGE MAINTENANCE	Account used for the repair and maintenance of the signs.
3370	MISC. DRAINAGE	Cost associated with contractual repairs and maintenance to city ditches and storm sewers and for special drainage.
3380	BEAUTIFICATION	Cost associated with beautification.
3390	ASPHALT STREET MAINTENANCE	Cost associated with contractual repairs and maintenance to city streets.
3400	TRAFFIC CONTROL/PAVEMENT	Cost associated with contractual repairs and maintenance to pavement markings and signs.
3410	CONCRETE PAVING/SIDEWALKS	Cost associated with repairs and maintenance to concrete streets, paving and storm inlets.
3420	RIGHT OF WAY MAINTENANCE	Cost associated with Right of Way maintenance.
3430	MISCELLANEOUS SERVICES	Cost associated with miscellaneous services as needed.
3440	COLLECTION SERVICES	Cost of collections services provided on a contractual basis.
3450	DISPOSAL FEES	Cost associated with disposal of solid waste materials by City forces working in the field.



**City of Alvin Object Classes**

3460	HAZARDOUS WASTE REMOVAL	Expenses incurred to contract a licensed hazardous waste hauler to remove hazardous waste material.
3470	REGULATORY INSPECTION FEES	Cost of inspection fee for the regulation of the City's public water supply.
3480	LAB TESTING FEES	Cost associated with contractual laboratory analysis performed as required.
3490	BCGCD WATER FEES	Brazoria County Groundwater Conservation Commission's assessment fees levied against pumped water from wells over four inches in diameter.
3500	SLUDGE DISPOSAL	Cost associated with the disposal of sludge.
3510	MOTOR VEHICLE REPAIRS	Cost associated with contractual repairs and maintenance of motor vehicles and radio/radar repair.
3520	DEBT EXPENSE	Cost associated with miscellaneous debt.
3540	VEHICLE MAINTENANCE FEES	Account used for allocation of vehicle maintenance fees charged by Central Shop.
3550	VEHICLE REPLACEMENT ACCURALS	Account used for allocation of vehicle replacement accruals charged by the Vehicle Replacement fund.

**CAPITAL OUTLAY**

4100	BUILDING & PROPERTY	Account used for expenditures incurred in the acquisition of land, construction or improvements of buildings and grounds.
4150	MACHINERY & EQUIPMENT	Account used for the purchase of mobile, special, recreation radar and radio equipment.
4200	COMPUTER SYSTEMS	Account used for software applications, networking, purchase and installation of computers, etc.
4250	MOTOR VEHICLES	Account used for the purchase of trucks, cars, etc.
4300	BRIDGE REPLACEMENT PROJECT	Account used for expenditures related to Bridge Replacement.
4301	DOWNTOWN SIDEWALK PROJECT	Account used for expenditures related to the Down town sidewalk.
4302	SIDEWALK PROJECT	Account used for expenditures related to sidewalk.
4303	STADIUM DRAINAGE PROJECT	Account used for expenditures related to the Stadium Drainage Project.
4304	SMALL DIAMETER LINES PROJECT	Account used for expenditures related to the small diameter lines project.
4305	SCADA SYSTEM PROJECT	Account used for the expenditures related to the SCADA system project.



**City of Alvin Object Classes**

4306	NORTHSIDE PROJECT	Account used for the expenditures related to the Northside Water Tower project.
4307	SEWER LINE REPLACEMENT PROJECT	Account used for acquisitions or installation of water transmission and distribution lines.
4308	REC CENTER SEWER PROJECT	Account used for the expenditures related to the recreation center sewer project.
4309	FM DIVERSION LS PROJECT	Account used for the expenditures related to the FM Diversion LS project.
4310	LIFT STATION #34 PROJECT	Account used for the expenditures related to the Lift Station #34 project.
4311	ELEVATED STORAGE TANK PROJECT	Account used for the expenditures related to the Elevated Storage Tank project.
4312	LIFT STATION #11 PROJECT	Account used for the expenditures related to the Lift Station #11 project.
4313	EMERGENCY WATER REPAIRS	Account used for the expenditures related to the Emergency Water Repairs.
4314	EMERGENCY SEWER REPAIRS	Account used for the expenditures related to the Emergency Sewer Repairs.
4315	I & I REDUCTION PROGRAM	Account used for the expenditures related to I & I reduction program.
4316	MISC. SEWER LINE REPLACEMENT	Account used for the miscellaneous expenditures related to sewer line replacement.
4317	WWTP UPGRADE PHASE 1	Account used for the WWTP upgrade expenditures related to phase 1.
4318	PIPE BURSTING PROJECT	Account used for the expenditures related to pipe bursting project.
4319	WWTP UPGRADE 2008B	Account used for the expenditures related to the WWTP Upgrade on bond 2008B.
4320	CIP SEWER PROJECTS	Account used for the expenditures incurred in Capital Improvement Projects Sewer.
4321	CIP STREET PROJECTS	Account used for the expenditures incurred in the Capital Improvement Projects Streets.
4322	HIKE & BIKE TRAIL PROJECT	Account used for the expenditures related to the Hike and Bike Trail project.
4323	GIS MAINTENANCE	Account used for GIS repair and maintenance.



**City of Alvin Object Classes**

4324	SPECIAL DRAINAGE PROJECTS	Account used for the expenditures incurred on special drainage projects.
4325	SPECIAL PROJECTS	Account used for the expenditures related to Special projects.
4350	ISSURANCE COSTS	Account used for insurance payments.
<b>DEBT SERVICE</b>		
5001	PRINCIPAL	Account used for principal payments on bonds.
5002	INTEREST	Account used for interest payments on bonds.
5003	AGENT'S FEES	Account used for processing debt service payments.
5004	BOND ISSUANCE COST	Account used for bond issuance payments.
5005	CAPITAL LEASE PAYMENTS	Account used for capital lease payments.
5006	LOSS ON ASSET	Account used for processing loss on assets.
5007	OTHER DEBT ISSURANCE COST	Account used for other debt issuance cost.
<b>DEPRECIATION</b>		
6000	DEPRECIATION EXPENSES	Account used to record depreciation expense.
<b>INTERFUND TRANSFERS</b>		
7000	TRANSFER TO OTHER FUNDS	Accounts used to record transfers to other funds.
<b>REIMBURSEMENTS</b>		
8000	REIMBURSEMENTS	Accounts used to record reimbursements from other funds.
<b>MAJOR CAPITAL PROJECTS</b>		
9000	MAJOR CAPITAL PROJECTS	Account used for expenditures related to major projects.



## **Glossary of Terms**

### **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 that are recorded when goods and services are received (whether or not cash disbursements are made at that time).

### **APPROPRIATION**

An authorization granted by a legislative body to make expenditures to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

### **ASSESSED VALUATION**

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

### **ASSETS**

Property owned by the city government which has monetary value.

### **AUDIT**

A systematic examination of all governmental resources concluded in a written report and prepared by a certified public accountant. It is intended to test whether financial statements fairly present financial position and results of operations.

### **BALANCED BUDGET**

The status of the General Fund budget whereby expected revenues exceed anticipated expenditures, without the designated use of prior years' surplus.

### **BOND**

A written promise, generally under seal, to pay a specified amount of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically. *NOTE: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater legal formality.*

### **BONDED DEBT**

That portion of indebtedness represented by outstanding bonds.

### **BOND ISSUED**

Bonds sold.

### **BOND RATING**

A grade given to bonds that indicates their credit quality such as the financial strength, or the ability to pay a bond's principal and interest in a timely fashion.

### **BRAZORIA COUNTY APPRAISAL DISTRICT**

Entity that is responsible for the appraisal of all property within the district.

### **BUDGET (Operating)**

A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The term usually indicates a financial plan for a single fiscal year.

### **BUDGET CALENDAR**

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



## ***Glossary of Terms***

### **BUDGET CALENDAR**

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

### **BUDGET MESSAGE**

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

### **BUDGET ORDINANCE**

The official enactment by the City council establishing the legal authority for officials to obligate and expend resources.

### **CAPITAL ASSETS**

Assets of significant value and having a useful life of several years. Also called fixed assets.

### **CAPITAL PROJECTS FUNDS**

Established to account for all resources, bond proceeds and construction grants, which are used for the acquisition of capital facilities.

### **CAPITAL BUDGET**

A plan of proposed capital outlays and the means of financing them. Usually enacted as part of the complete annual budget.

### **CAPITAL IMPROVEMENTS**

Projects which are long term assets such as roads, buildings, and landfills.

### **CAPITAL IMPROVEMENT PROGRAM**

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

### **CAPITAL OUTLAYS**

Expenditures which result in the acquisition of or addition to fixed assets.

### **CHART OF ACCOUNTS**

The classification system used by a city to organize the accounting for various funds.

### **DEBT SERVICE**

Payments of principal and interest on bonds and other debt instruments according to a pre-determined schedule.

### **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*.

### **DEBT SERVICE FUND REQUIREMENTS**

The amounts of revenue which must be provided for a debt service fund so that all principal and interest payments can be made in full, on schedule.

### **DEFICIT**

The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.



## **Glossary of Terms**

### **DEPRECIATION**

- (1) Expiration in the service life of fixed assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or other physical or functional cause. (2) The portion of the cost of a fixed asset charged as an expense during a particular period.

### **DISBURSEMENTS**

The expenditure of monies from an account.

### **ENCUMBRANCES**

Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when the actual liability is set up.

### **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 the cost (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, sewer, and sanitation services.

### **EXPENDITURES**

If the accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid, including expenses, provision for retirement of debt not reported as a liability of the fund from which retired, and capital outlays. *NOTE: Encumbrances are not considered expenditures.*

### **EXPENSES**

Charges incurred, whether paid or unpaid, for operation, maintenance, and interest, and other charges which are presumed to benefit the current fiscal period.

### **FISCAL PERIOD**

Any period at the end of which a governmental unit determines its financial condition and the results of its operations and closes its books.

### **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.

### **FIXED ASSETS**

Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

### **FIXED CHARGES**

Expenses, the amount of which is more or less fixed. Examples are interest, insurance, and contributions as to pension funds.

### **FULL FAITH AND CREDIT**

A pledge of the General Taxing power of a government to repay debt obligations (typically used in reference to bonds).

### **FUNCTION**

A group of related activities aimed at accomplishing a major service or regulatory program for which the city is responsible. For example, public safety is a function.



## **Glossary of Terms**

### **FUND**

An independent fiscal and accounting entity with a self balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

### **FUND BALANCE**

The excess of the assets of a fund over its liabilities, reserves and carryover.

### **FUND BALANCE- UNRESERVED**

The excess of the assets of a governmental fund over its liabilities and reserved fund balance accounts.

### **FUND BALANCE- UNRESERVED, DESIGNATED**

The segregation of a portion of fund balance to indicate tentative plans for future financial resource use, such as general contingencies or equipment replacement. These designations reflect tentative managerial plans or intent and should be clearly distinguished from reserves.

### **FUND BALANCE- UNRESERVED, UNDESIGNATED**

The portion of fund balance representing expendable available financial resources.

### **GAAP**

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

### **GENERAL FUND**

The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and 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 TYPES**

Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities, except those accounted for in the proprietary funds and fiduciary funds. Expendable assets are assigned to the particular fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, used and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance. Under current GAAP, there are four governmental fund types; general, special revenue, debt service and capital projects.

### **GRANT**

A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function.

### **HOMESTEAD EXEMPTION**

Designed to protect the value of the homes of residents from property taxes, creditors, and circumstances arising from the death of the homeowner spouse.



## **Glossary of Terms**

### **IMPACT FEES**

Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development.

### **INCOME**

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."

### **INDIRECT COST**

A cost necessary for the functioning of the organization as a whole, but cannot be directly assigned to one service.

### **INFRASTRUCTURE**

The physical assets of a government (e.g., streets, water, sewer, public building and parks).

### **INTERFUND TRANSFERS**

The movement of monies between funds of the same governmental entity.

### **INTERGOVERNMENTAL REVENUE**

Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes.

### **INTERNAL CONTROL**

A plan of organization for purchasing, accounting and other financial activities which, among other things, provides that: the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and, records and procedures are arranged appropriately to facilitate effective control.

### **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.

### **INVESTMENTS**

Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in city operations.

### **LEVY**

To impose taxes for the support of government activities.

### **LONG-TERM DEBT**

Debt with a maturity of more than one year after the date of issuance.

### **MATERIALS AND SUPPLIES**

Expendable materials and operating supplies necessary to conduct departmental operations.

### **MATURITIES**

The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

### **NET BUDGET**

The legally adopted budget less all interfund transfers and interdepartmental charges.

### **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.



## **Glossary of Terms**

### **OBLIGATIONS**

Amounts that a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

### **OPERATING BUDGET**

The portion of the budget that pertains to daily operations providing basic governmental services. The program budgets in the financial plan form the operating budget.

### **OPERATING EXPENSES**

As used in the accounts of governmental enterprises of a business character, the term means such costs as 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.

### **PERSONNEL SERVICES**

Expenditures for salaries, wages and fringe benefits of a government's employees.

### **PRIOR-YEAR ENCUMBRANCES**

Obligations from previous fiscal years in the form of purchase orders, contracts of salary commitments that are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

### **PROGRAM**

A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

### **PUBLIC PROTECTION CLASSIFICATION**

Up-to-date information about a community's fire-protection services.

### **PURCHASE ORDER**

A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated price. Outstanding purchase orders are called encumbrances.

### **QUIET ZONES**

A section of rail line that contains one or more consecutive railroad crossings at which locomotive horns are not routinely sounded.

### **REAL PROPERTY INVENTORY**

A document issued with the inventory of all real property held by the City of Alvin.

### **REAPPROPRIATION**

Appropriations, which are not expended at the end of a fiscal year, that are an encumbrance of the County or for a specific purpose are funded for in the subsequent fiscal year.

### **RESERVE**

An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and spending.

### **RESERVE FOR CONTINGENCIES**

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

### **RESOLUTION**

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.



## **Glossary of Terms**

### **RETAINED EARNINGS**

An ownership account reflecting the accumulated earnings of an Enterprise Fund.

### **REVENUE**

The yield of taxes and other sources of income that the city collects and receives into the treasury for public use. For those revenues which are recorded on the accrual basis, this term additions to assets which: (a) do not increase any liability;(b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets; and (d) do not represent contributions of fund capital in enterprise and internal service funds.

### **SOURCE OF REVENUE**

Revenues are classified according to their source or point of origin.

### **SPECIAL REVENUE**

A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditure for specified purposes. An example is the Revenue Sharing Fund typically maintained by cities.

### **SUPPLEMENTAL APPROPRIATION**

An additional appropriation made by the governing body after the budget year or biennium has started.

### **SURPLUS**

Assets with no future benefits or values to the organization.

### **TAX LEVY**

The resultant product when the tax rate per one thousand dollars is multiplied by the taxable value.

### **TAXES**

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

### **TRANSFERS**

All interfund transactions except loans or advances, quasi-external transactions and reimbursements.

### **TRUST AND AGENCY**

A fund used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (1) Expendable Trust Funds, (2) Nonexpendable Trust Funds, (3) Pension Trust Funds, and (4) Agency Funds.

### **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.

### **UNRESERVED FUND BALANCE**

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

### **USER CHARGES**

The payment of a fee for direct receipt of a public service by the party who benefits from the service.



## *Glossary of Terms*

### ACRONYMS

<b>ACC</b>	Alvin Community College
<b>BCAD</b>	Brazoria County Appraisal District
<b>C&amp;R</b>	Conservation and Reclamation
<b>CAFR</b>	Certified Annual Financial Report
<b>CIP</b>	Capital Improvement Project
<b>CVB</b>	Convention Visitors Bureau
<b>EMS</b>	Emergency Medical Services
<b>ETJ</b>	Extra Territorial Jurisdiction
<b>FCC</b>	Federal Communications Commission
<b>FEMA</b>	Federal Emergency Management Agency
<b>FTZ</b>	Free Trade Zone
<b>FY</b>	Fiscal Year
<b>GAAP</b>	Generally Accepted Accounting Principles
<b>GASB</b>	Government Accounting Standards Board
<b>GFOA</b>	Governmental Finance Officers Association
<b>GIS</b>	Geographic Information Systems
<b>HB</b>	House Bill
<b>HGAC</b>	Houston-Galveston Area Council
<b>HVAC</b>	Heating, Ventilation and Air Conditioning
<b>I &amp; I</b>	Inflow and Infiltration
<b>MM</b>	Million
<b>MUD</b>	Municipal Utility District
<b>OSSI</b>	Operations Support and Service Inc.
<b>PUC</b>	Public Utility Commission
<b>ROW</b>	Right of Way
<b>SH</b>	South Highway
<b>TIRZ</b>	Tax Increment Reinvestment Zone
<b>TNMP</b>	Texas New Mexico Power
<b>TWDB</b>	Texas Water Development Board
<b>TXDOT</b>	Texas Department of Transportation
<b>YTD</b>	Year to Date

